

# **THE CITY OF SPOKANE CITY COUNCIL URBAN EXPERIENCE COMMITTEE**



## **AGENDA FOR 12:00 P.M. MONDAY, JUNE 9, 2025**

The Spokane City Council's Urban Experience Committee meeting will be held at **12:00 PM June 9, 2025**, in City Council Chambers, located on the lower level of City Hall at 808 W. Spokane Falls Blvd. The meeting can also be accessed live at <https://my.spokanecity.org/citycable5/live/> and <https://www.facebook.com/spokanecitycouncil> or by calling 1-408-418-9388 and entering the access code #2496 058 1441; meeting password 0320.

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 Urban Experience Committee meeting is regularly held every 2<sup>nd</sup> Monday of each month at 12:00 p.m. unless otherwise posted.

The meeting will be open to the public both virtually and in person, with the possibility of moving or reconvening into executive session only with members of the City Council and appropriate staff. No legislative action will be taken.

Public testimony will be taken on the committee's agenda. Use the following link to sign up to speak for 2 min on any and all items on this month's agenda:

<https://forms.gle/iXDGewSg79FzxieL9>

## **AGENDA**

### **I. Call To Order**

### **II. Public Testimony**

### **III. Discussion Items**

1. 1200- NEW CONTRACT FOR SECURING AND MINOR REPAIR SERVICES - JASON RUFFING (5 minutes)
2. 1400 RESOLUTION REGARDING FOR/AGAINST COMMITTEE MEMBER APPLICATION PROCESS - NICK HAMAD (5 minutes)
3. 0320 ORDINANCE RELATING TO AMENDMENTS OF TITLE 18 & HUMAN RIGHTS COMMISSION - NICOLETTE OCHELTRIE (5 minutes)
4. 0520 DESIGNATED FESTIVAL STREETS ORDINANCE - ADAM MCDANIEL (5 minutes)
5. 0480 SBO FOR MUNICIPAL COURT IMPROVEMENTS - JERRALL HAYNES (5 minutes)
6. SPOKANE ARTS QUARTERLY UPDATE - SKYLER OBERST (10 minutes)
7. 4700 - MONTHLY PERMIT REPORT - TAMI PALMQUIST (10 minutes)
8. 0320 ORDINANCE CREATING PROCESS FOR HONORARY NAMING OF STREETS - VIRGINIA RAMOS (10 minutes)
9. 0650 – MFTE UPDATES TO ENCOURAGE LONG-TERM OCCUPANCY - SPENCER GARDNER (10 minutes)
10. 0650 - 5TH AVENUE COMMUNITY PLAN UPDATE - MAREN MURPHY (10 minutes)
11. 1680- DRAFT AMENDMENT FOR HOUSING NAVIGATION CONTRACT 7/1-9/30 - ARIELLE ANDERSON (5 minutes)
12. 1680- 3RD QUARTER FOR QUARTERLY PERFORMANCE REVIEWS (QPR'S) - ARIELLE ANDERSON (15 minutes)
13. 1680 - 2025-2029 CONSOLIDATED PLAN FOR COMMUNITY DEVELOPMENT - HEATHER PAGE (15 minutes)
14. 1680 - 2025 COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING RECOMMENDATIONS - HEATHER PAGE (15 minutes)

### **IV. Consent Items**

**V. Executive Session**

Executive Session may be held or reconvened during any Urban Experience Committee meeting.

**VI. Adjournment**

**VII. Next Meeting**

**Next Urban Experience Committee**

The next meeting will be held at the regular date and time of **12:00 PM. July 14, 2025.**

**AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION:** The City of Spokane is committed to providing equal access to its facilities, programs and services for persons with disabilities. The Spokane City Council Chamber in the lower level of Spokane City Hall, 808 W. Spokane Falls Blvd., is wheelchair accessible and is equipped with an infrared assistive listening system for persons with hearing loss. Headsets may be checked out (upon presentation of picture I.D.) at the City Cable 5 Production Booth located on the First Floor of the Municipal Building, directly above the Chase Gallery or through the meeting organizer. Individuals requesting reasonable accommodations or further information may call, write, or email Risk Management at 509.625.6221, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or [mlowmaster@spokanecity.org](mailto:mlowmaster@spokanecity.org). Persons who are deaf or hard of hearing may contact Risk Management through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

**Agenda Sheet for City Council:****Committee:** Urban Experience **Date:** 06/09/2025**Committee Agenda type:** Discussion**Date Rec'd**

6/3/2025

**Clerk's File #**

OPR 2025-0441

**Cross Ref #****Project #****Council Meeting Date:** 06/30/2025**Submitting Dept**

CODE ENFORCEMENT &amp; PARKING

**Bid #**

RFQ 6343-25

**Contact Name/Phone**

JASON 6529

**Requisition #**

MASTER

**Contact E-Mail**

JRUFFING@SPOKANECITY.ORG

**Agenda Item Type**

Contract Item

**Council Sponsor(s)**

JBINGLE LNAVARRETE

**Sponsoring at Administrators Request**

NO

**Lease?** NO**Grant Related?** NO**Public Works?** YES**Agenda Item Name**

1200- NEW CONTRACT FOR SECURING AND MINOR REPAIR SERVICES

**Agenda Wording**

New contract for securing and minor repair services at substandard, abandoned, unfit and nuisance properties.

**Summary (Background)**

This is a new contract to continue existing services utilized by the Code Enforcement and Spokane Police Departments. This contract is used to secure, and potentially conduct minor repairs at substandard, abandoned, unfit and nuisance buildings and properties. This service has been in place for many years, typically under annual contracts. The purchasing department recommended we transition towards a multi-year contract model. Annual costs are expected to be similar to previous years.

**What impacts would the proposal have on historically excluded communities?**

Unsafe and nuisance buildings and properties create adverse impacts throughout the community. These impacts negatively impact surrounding properties and people in a multitude of ways. The continuation of this service allows departments to continue to take appropriate actions to abate unsafe and nuisance buildings and properties, thus minimizing adverse impacts on the surrounding areas.

**How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?**

NA – The Code Enforcement does not currently collect data on these categories as they relate to responsible parties for substandard, abandoned, unfit or nuisance properties.

**How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution?**

Data will be collected on this product and contractor to ensure effectiveness in a variety of ways. Code Enforcement and Spokane Police staff are often present with the contractor while this work occurs, so there is consistent oversight of the work and consistent evaluation that expectations are met. The hope is that, over time, there are less and less unsafe and nuisance properties requiring this service.

**Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?**

The contract provides physical work to facilitate enforcement actions that align with multiple sections of the Comprehensive Plan and Housing Action Plan, most notably Chapter 6 of the Comprehensive Plan, section H 2.2.

**Council Subcommittee Review**

<b>Fiscal Impact</b>			
Approved in Current Year Budget?    YES			
Total Cost		\$ 150,000	
Current Year Cost		\$ 50,000	
Subsequent Year(s) Cost		\$ 100,000	
<b><u>Narrative</u></b>			
This is a multi-year contract to continue existing services for securing, and potentially conducting minor repairs at, substandard, abandoned, unfit and nuisance properties. Orders to secure or repair structures or premises come from the City of Spokane B			
<b>Amount</b>		<b>Budget Account</b>	
Expense	\$ 50,000	# 1200- 58103- 24600- 54201-99999	
Expense	\$ 50,000	# 1560- 11230- 21250- 54105-68308	
Select	\$	#	
Select	\$	#	
Select	\$	#	
Select	\$	#	
<b>Funding Source</b>		Recurring	
<b>Funding Source Type</b>		Select	
<b>Is this funding source sustainable for future years, months, etc?</b>			
Yes. This contract is funded by the Code Enforcement and Spokane Police Department budgets. Costs incurred are placed back on the subject property where the work occurred.			
<b>Expense Occurrence</b>			
<b>Other budget impacts (revenue generating, match requirements, etc.)</b>			
<b>Approvals</b>		<b>Additional Approvals</b>	
<b><u>Dept Head</u></b>	GARCIA, LUIS	<b><u>PURCHASING</u></b>	PRINCE, THEA
<b><u>Division Director</u></b>	MACDONALD, STEVEN		
<b><u>Accounting Manager</u></b>	ZOLLINGER, NICHOLAS		
<b><u>Legal</u></b>	HARRINGTON,		
<b><u>For the Mayor</u></b>	PICCOLO, MIKE		
<b>Distribution List</b>			
Gary Kent - diz65@comcast.net		smacdonald@spokanecity.org	
lgarcia@spokanecity.org		jruffing@spokanecity.org	
eracea@spokanecity.org		akiehn@spokanecity.org	
rrinderle@spokanecity.org		klouden@spokanecity.org	
cpitsnogle@spokanecity.org		kschmitt@spokanecity.org	



**City of Spokane**

**PUBLIC WORKS AGREEMENT**

**Title: BOARDING AND MINOR REPAIR SERVICES  
OF UNSECURED PROPERTIES**

This Agreement is made and entered into by and between the **CITY OF SPOKANE** as ("City"), a Washington municipal corporation, and **NORTH COUNTRY SERVICES, LLC**, whose address is 1157 West Pine Bluff, Kettle Falls, Washington 99141 as ("Contractor"), individually hereafter referenced as a "Party", and together as the "Parties".

*WHEREAS, the purpose of this Agreement is to provide Boarding and Minor Repairs Services of Unsecured Properties, on an as-needed bases for the Code Enforcement Department; and*

*WHEREAS, the Contractor was selected through RFQ 6343-25 issued by the City of Spokane.*

*NOW, THEREFORE, in consideration of the terms, conditions, covenants and performance of the Scope of Work contained herein, the City and Contractor mutually agree as follows:*

**1. TERM OF AGREEMENT.**

The term of this Agreement begins on July 1, 2025, and ends on June 30, 2028, unless amended by written agreement or terminated earlier under the provisions. The contract may be renewed for one (1) additional one-year contract periods, subject to mutual agreement.

**2. TIME OF BEGINNING AND COMPLETION.**

The Contractor shall begin the work outlined in the "Scope of Work" ("Work") on the beginning date, above. The City will acknowledge in writing when the Work is complete. Time limits established under this Agreement shall not be extended because of delays for which the Contractor is responsible, but may be extended by the City, in writing, for the City's convenience or conditions beyond the Contractor's control.

**3. SCOPE OF WORK.**

The Contractor shall provide Boarding and Minor Repairs Services of Unsecured Properties, on an as-needed bases for the Code Enforcement Department, in accordance with RFQ 6343-25, and Contractor's Response to RFQ attached as Exhibit C.

The Work is subject to City review and approval. The Contractor shall confer with the City periodically and prepare and present information and materials (e.g. detailed outline of completed Work) requested by the City to determine the adequacy of the Work or Contractor's progress.

**4. COMPENSATION / PAYMENT.**

Total compensation for Contractor's services under this unit priced Agreement shall be a maximum amount not to exceed **ONE HUNDRED FIFTY THOUSAND AND NO/100 DOLLARS (\$150,000.00)**, plus applicable taxes, and in accordance with the Pricing Response in Exhibit C. This is the maximum amount to be paid under this Agreement for the work described in Section 3 above and shall not be exceeded without the prior written authorization of the City in the form of an executed amendment to this Agreement.

The Company shall submit its applications for payment City of Spokane Code Enforcement Department, Sixth Floor, City Hall, 808 West Spokane Falls Boulevard, Spokane, Washington 99201-3317. All invoices should include the City Clerk's File No. "OPR XXXX-XXXX" and an approved L & I Intent to Pay Prevailing Wage Number. The final invoice should include an approved Affidavit of Wages Paid number. Payment will not be made without this documentation included on the invoice. **Payment will be made via direct deposit/ACH** within thirty (30) days after receipt of the Company's application except as provided by state law. If the City objects to all or any portion of the invoice, it shall notify the Company and reserves the right to only pay that portion of the invoice not in dispute. In that event, the parties shall immediately make every effort to settle the disputed amount.

**5. TAXES, FEES AND LICENSES.**

- A. Contractor shall pay and maintain in current status, all necessary licenses, fees, assessments, permit charges, etc. necessary to conduct the work included under this Agreement. It is the Contractor's sole responsibility to monitor and determine changes or the enactment of any subsequent requirements for said fees, assessments, or changes and to immediately comply.
- B. The cost of any permits, licenses, fees, etc. arising as a result of the projects included in this Agreement shall be included in the project budgets.

**6. PREVAILING WAGES.**

- A. The State prevailing rate of wages to be paid to all workmen, laborers or mechanics employed in the performance of any part of this Contract shall be in accordance with the provisions of Chapter 39.12 of the Revised Code of Washington (RCW) and the rules and regulations of the Washington State Department of Labor and Industries. (L&I).
- B. State of Washington prevailing wage rates applicable for this public works project, which is located in Spokane County, may be found at the following website address of the Department of Labor and Industries:

<https://fortress.wa.gov/lni/wagelookup/prvWagelookup.aspx>

Prevailing wages for all work performed pursuant to each work order must be the prevailing wage rates in effect at the beginning date for each contract year. On call contracts must have prevailing wage rates updated annually. Intents and affidavits for prevailing wages paid must be submitted annually for all work completed within the previous twelve-month period of the unit priced contract. (RCW 35.22.620)

Upon the anniversary date of the contract, labor rates may be adjusted according to the revised prevailing wages adopted by the Department of Labor and Industries at that time. In order to calculate the change in prevailing wages due to the Contractor,

the Contractor shall provide to the City of Spokane a breakdown of the fully loaded labor rates for each classification of labor including hourly wage rates, fringe benefits, overhead and profit. The City of Spokane shall not pay for any price escalation for overhead, profit, equipment, material, or any other costs except for changes in the prevailing wages. The revised prevailing wages shall be effective for any Work issued after the anniversary date of the contract. The basis of modified prevailing wage rates applicable for the contract shall be calculated and issued in writing by the City of Spokane, but such changes shall not be included in a change order. To the extent that the contract sum changes, a change order will be issued as appropriate.

C. A payment/performance bond is NOT required.

D. Statutory retainage is NOT required.

**7. CITY OF SPOKANE BUSINESS LICENSE.**

Section 8.01.070 of the Spokane Municipal Code states that no person may engage in business with the City without first having obtained a valid annual business registration. The Contractor shall be responsible for contacting the State of Washington Business License Services at [www.dor.wa.gov](http://www.dor.wa.gov) or 360-705-6741 to obtain a business registration. If the Contractor does not believe it is required to obtain a business registration, it may contact the City's Taxes and Licenses Division at (509) 625-6070 to request an exemption status determination.

**8. SOCIAL EQUITY REQUIREMENTS / NON-DISCRIMINATION.**

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 including gender expression or gender identity, 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. The Contractor agrees to comply with, and to require that all subcontractors comply with, federal, state and local nondiscrimination laws, including but not limited to: the Civil Rights Act of 1964, the Rehabilitation Act of 1973, the Age Discrimination in Employment Act, and the American's With Disabilities Act, to the extent those laws are applicable.

**9. INDEMNIFICATION.**

The Contractor shall defend, indemnify, and hold the City and its officers and employees harmless from all claims, demands, or suits at law or equity-asserted by third parties for bodily injury (including death) and/or property damage which arise from the Contractor's negligence or willful misconduct under this Agreement, including attorneys' fees and litigation costs; provided that nothing herein shall require a Contractor to indemnify the City against and hold harmless the City from claims, demands or suits based solely upon the negligence of the City, its agents, officers, and employees. If a claim or suit is caused by or results from the concurrent negligence of the Consultant's/Contractor's/Company's agents or employees and the City, its agents, officers and employees, this indemnity provision shall be valid and enforceable to the extent of the negligence of the Contractor its agents or employees. The Contractor specifically assumes liability and agrees to defend, indemnify, and hold the City harmless for actions brought by the Contractor's own employees against the City and, solely for the purpose of this indemnification and defense, the Contractor specifically waives any immunity under the Washington State industrial insurance law, or Title 51 RCW. The Contractor recognizes that this waiver was specifically entered into pursuant to the provisions

of RCW 4.24.115 and was the subject of mutual negotiation. The indemnity and agreement to defend and hold the City harmless provided for in this section shall survive any termination or expiration of this agreement.

**10. INSURANCE.**

During the period of the Agreement, the Contractor shall maintain in force at its own expense, each insurance noted below with companies or through sources approved by the State Insurance Commissioner pursuant to Title 48 RCW:

- A. **Worker's Compensation Insurance** in compliance with RCW 51, which requires subject employers to provide workers' compensation coverage for all their subject workers and Employer's Liability Insurance in the amount of \$1,000,000.
- B. **General Liability Insurance** on an occurrence basis, with a combined single limit of not less than \$1,000,000 each occurrence for bodily injury and property damage. It shall include contractual liability coverage for the indemnity provided under this Agreement. It shall provide that the City, its officers and employees are additional insureds but only with respect to the Company's services to be provided under this Agreement;
  - i. Acceptable supplementary Umbrella coverage combined with Company's General Liability insurance policy must be a minimum of \$2,000,000, in order to meet the insurance coverage limits required in this Agreement; and;
- C. **Automobile Liability Insurance** with a combined single limit, or the equivalent of not less than \$1,000,000 each accident for bodily injury and property damage, including coverage for owned, hired and non-owned vehicles; and
- D. **Property Insurance** if materials and supplies are furnished by the Contractor. The amount of the insurance coverage shall be the value of the materials and supplies of the completed value of improvement. Hazard or XCU (explosion, collapse, underground) insurance should be provided if any hazard exists.

There shall be no cancellation, material change, reduction of limits or intent not to renew the insurance coverage(s) without thirty (30) days written notice from the Contractor or its insurer(s) to the City. As evidence of the insurance coverages required by this Agreement, the Contractor shall furnish a current and acceptable Certificate of Insurance (COI). The certificate shall specify all of the parties who are additional insureds, and include applicable policy endorsements, the thirty (30) day cancellation clause, and the deduction or retention level. The Contractor shall be financially responsible for all pertinent deductibles, self-insured retentions, and/or self-insurance.

**11. SUBCONTRACTOR RESPONSIBILITY.**

The Contractor must verify responsibility criteria for each first tier subcontractor, and a subcontractor of any tier that hires other subcontractors must verify responsibility criteria for each of its subcontractors. Verification shall include that each subcontractor, at the time of subcontract execution, meets the responsibility criteria listed in RCW 39.04.350(1) and possesses an electrical contractor license, if required by chapter 19.28 RCW, or an elevator contractor license, if required by chapter 70.87 RCW.

**12. INDEPENDENT CONTRACTOR.**

The Contractor is an independent Contractor. This Agreement does not intend the Contractor to act as a City employee. The City has neither direct nor immediate control over the Contractor nor the right to control the manner or means by which the Contractor works. Neither the Contractor nor any Contractor employee shall be an employee of the City. This Agreement prohibits the Contractor to act as an agent or legal representative of the City. The Contractor is not granted express or implied rights or authority to assume or create any obligation or responsibility for or in the name of the City, or to bind the City. The City is not liable for or obligated to pay sick leave, vacation pay, or any other benefit of employment, nor to pay social security or other tax that may arise from employment. The Contractor shall pay all income and other taxes as due.

**13. ASSIGNMENT AND SUBCONTRACTING.**

The Contractor shall not assign or subcontract its obligations under this Agreement without the City's written consent, which may be granted or withheld in the City's sole discretion. Any subcontract made by the Contractor shall incorporate by reference this Agreement, except as otherwise provided. The Contractor shall ensure that all subcontractors comply with the obligations and requirements of the subcontract. The City's consent to any assignment or subcontract does not release the Contractor from liability or any obligation within this Agreement, whether before or after City consent, assignment or subcontract.

**14. TERMINATION.**

Either party may terminate this Agreement, with or without cause, by ten (10) days written notice to the other party. In the event of such termination, the City shall pay the Contractor for all work previously authorized and performed prior to the termination date.

**15. STANDARD OF PERFORMANCE.**

The standard of performance applicable to Contractor's services will be the degree of skill and diligence normally employed by professional contractors in the region performing the same or similar Contracting services at the time the work under this Agreement are performed.

**16. ANTI KICK-BACK.**

No officer or employee of the City of Spokane, having the power or duty to perform an official act or action related to this Agreement shall have or acquire any interest in the 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.

**17. CONSTRUAL.**

The Contractor acknowledges receipt of a copy of the Agreement documents and agrees to comply with them. The silence or omission in the Agreement documents concerning any detail required for the proper execution and completion of the work means that only the best general practice is to prevail and that only material and workmanship of the best quality are to be used. This Contract shall be construed neither in favor of nor against either party.

**18. DEBARMENT AND SUSPENSION.**

The Contractor has provided its certification that it is in compliance with and shall not contract with individuals or organizations which are debarred, suspended, or otherwise excluded from or ineligible from participation in Federal Assistance Programs under Executive Order 12549 and "Debarment and Suspension", codified at 29 CFR part 98

**19. CONTRACTOR'S ACKNOWLEDGEMENT AND WARRANTY.**

The Contractor acknowledges that it has visited the site of the work, has examined it, and is qualified to perform the work required by this Agreement.

The Contractor guarantees and warranties all work, labor and materials under this Agreement for two (2) years following final acceptance. If any unsatisfactory condition or defect develops within that time, the Contractor will immediately place the work in a condition satisfactory to the City and repair all damage caused by the condition or defect. The Contractor will repair or restore to the City's satisfaction, in accordance with the contract documents and at its expense, all property damaged by his performance under this Agreement. This warranty is in addition to any manufacturers' or other warranty in the Agreement documents.

**20. MISCELLANEOUS PROVISIONS.**

- A. **Amendments/Modifications:** The City may modify this Agreement and order changes in the work whenever necessary or advisable. The Contractor will accept modifications when ordered in writing by the City, and the Agreement time and compensation will be adjusted accordingly.
- B. The Contractor, at no expense to the City, shall comply with all laws of the United States and Washington, the Charter and ordinances of the City of Spokane; and rules, regulations, orders and directives of their administrative agencies and officers.
- C. This Agreement shall be construed and interpreted under the laws of Washington. The venue of any action brought shall be in a court of competent jurisdiction, located in Spokane County, Washington.
- D. **Captions:** The titles of sections or subsections are for convenience only and do not define or limit the contents.
- E. **Severability:** If any term or provision is determined by a court of competent jurisdiction to be invalid or unenforceable, the remainder of this Agreement shall not be affected, and each term and provision shall be valid and enforceable to the fullest extent permitted by law.
- F. **Waiver:** No covenant, term or condition or the breach shall be deemed waived, except by written consent of the party against whom the waiver is claimed, and any waiver of the breach of any covenant, term or condition shall not be deemed a waiver of any preceding or succeeding breach of the same or any other covenant, term of condition. Neither the acceptance by the City of any performance by the Contractor after the time the same shall have become due nor payment to the Contractor for any portion of the Work shall constitute a waiver by the City of the breach or default of any covenant, term or condition unless otherwise expressly agreed to by the City in writing.
- G. **Entire Agreement:** This document along with any exhibits and all attachments, and subsequently issued addenda, comprises the entire agreement between the City and the Contractor. If conflict occurs between Agreement documents and applicable laws, codes, ordinances or regulations, the most stringent or legally binding requirement shall govern and be considered a part of this Agreement to afford the City the maximum benefits.
- H. **No personal liability:** No officer, agent or authorized employee of the City shall be personally responsible for any liability arising under this Agreement, whether expressed or implied, nor for any statement or representation made or in any connection with this Agreement.
- I. Under Washington State Law (reference RCW Chapter 42.56, the *Public Records Act* [PRA]) all materials received or created by the City of Spokane are **public records**

and are available to the public for viewing via the City Clerk's Records (online) or a valid Public Records Request (PRR).

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 Agreement by having legally-binding representatives affix their signatures below.

**NORTH COUNTRY SERVICES, LLC**

**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 Agreement:**

Exhibit A – Debarment Certification

Exhibit B - Certification of Compliance with Wage Payment Statutes

Exhibit C – Contractor's Response to RFQ

25-116

## EXHIBIT A

### CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION

1. The undersigned (i.e., signatory for the Subrecipient / Contractor / Consultant) certifies, to the best of its knowledge and belief, that it and its principals:
  - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
  - b. Have not within a three-year period preceding this contract been convicted or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice;
  - c. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and,
  - d. Have not within a three-year period preceding this contract had one or more public transactions (federal, state, or local) terminated for cause or default.
2. The undersigned agrees by signing this contract that it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction.
3. The undersigned further agrees by signing this contract that it will include the following clause, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions:

#### Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions

1. The lower tier contractor certified, by signing this contract that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.
  2. Where the lower tier contractor is unable to certify to any of the statements in this contract, such contractor shall attach an explanation to this contract.
4. I understand that a false statement of this certification may be grounds for termination of the contract.

<hr/> Name of Subrecipient / Contractor / Consultant (Type or Print)	<hr/> Program Title (Type or Print)
<hr/> Name of Certifying Official (Type or Print)	<hr/> Signature
<hr/> Title of Certifying Official (Type or Print)	<hr/> Date (Type or Print)



## Certification of Compliance with Wage Payment Statutes and Washington Department of Labor and Industries Training Requirement

The bidder hereby certifies that, within the three-year period immediately preceding the bid solicitation date (\_\_\_\_\_), the bidder is not a “willful” violator, as defined in RCW 49.48.082, of any provision of chapters 49.46, 49.48, or 49.52 RCW, as determined by a final and binding citation and notice of assessment issued by the Department of Labor and Industries or through a civil judgment entered by a court of limited or general jurisdiction. As of July 1, 2019, have fulfilled the Department of Labor and Industries’ Public Works and Prevailing Wage Training Requirement before bidding and/or performing work on public works projects under RCW 39.04.350 and RCW 39.06.020 by either of the following:

- 1) Received training on the requirements related to public works and prevailing wage under chapter RCW 39.04.350 and chapter 39.12; or
- 2) Be certified exempt by the Department of Labor and Industries by having completed three or more public work projects and have a had a valid business license in Washington for three or more years.

I certify under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

\_\_\_\_\_  
Bidder’s Business Name

\_\_\_\_\_  
Signature of Authorized Official\*

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
City

\_\_\_\_\_  
State

**Check One:**

Sole Proprietorship ☐ Partnership ☐ Joint Venture ☐ Corporation ☐

State of Incorporation, or if not a corporation, State where business entity was formed:

\_\_\_\_\_  
If a co-partnership, give firm name under which business is transacted:

\_\_\_\_\_  
*\* If a corporation, proposal must be executed in the corporate name by the president or vice-president (or any other corporate officer accompanied by evidence of authority to sign). If a co-partnership, proposal must be executed by a partner.*

## EXHIBIT C



# REQUEST FOR QUOTE

<p>RFQ NUMBER: 6343-25</p> <p>TITLE: Boarding and Minor Repairs Services of Unsecured Properties, Unit Price– Prevailing Wage-</p> <p>BID COORDINATOR: Rick Rinderle, City of Spokane Purchasing Department</p> <p>QUESTION DEADLINE: <b>March 12, 2025 at 9:00 am pt</b></p>	<p>BID DUE DATE: <b>March 18, 2025</b></p> <p><b><u>TIME: 9:00 am pt</u></b></p> <p><u>Bid Submittal:</u></p> <p>All Bids shall be submitted electronically through the ProcureWare online procurement system portal: <a href="https://spokane.procureware.com">https://spokane.procureware.com</a> before the due date and time.</p>
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**BID SUBMITTED BY:**

**COMPANY** \_\_\_\_\_

**MAILING ADDRESS** \_\_\_\_\_

\_\_\_\_\_

**PHYSICAL ADDRESS** \_\_\_\_\_

\_\_\_\_\_

**PHONE NUMBER** \_\_\_\_\_

**E-MAIL ADDRESS** \_\_\_\_\_

*Rick Rinderle*

**Rick Rinderle**  
**Purchasing**

## INSTRUCTIONS TO BIDDERS

### 1. SUBMISSION OF BIDS.

Bid Responses shall be submitted electronically through the City of Spokane's bidding portal: <https://spokane.procureware.com> on or before the Due Date and time mentioned above. Hard, e-mailed or faxed copies and/or late bids shall not be accepted.

The City of Spokane is not responsible for bids electronically submitted late. It is the responsibility of the Bidder to be sure the bids are electronically submitted sufficiently ahead of time to be received no later than 9:00AM Pacific Local Time, on the bid due date.

The City will not be liable for any costs incurred by the Bidder in preparation of a Bid submitted in response to this RFQ, or any other activities related to responding to this RFQ.

This RFQ does not obligate the City to contract for services specified herein.

The City also reserves the right to cancel or reissue the RFQ in whole or in part, prior to final award of a contract.

All communication between the Bidder and the City upon receipt of this bid shall be via the "Clarification Tab" within ProcureWare. Any other communication will be considered unofficial and non-binding on the City of Spokane

### 2. BACKGROUND AND PURPOSE.

The City of Spokane, through its Code Enforcement Department (hereinafter "City") is initiating this RFQ to solicit Bids from Vendor to provide Boarding and Minor Repairs Services for unsecured and substandard properties as specified by the City of Spokane Code Enforcement/Building Official or Spokane Police Department to include emergency boardings 24 hours a day 7 days a week. Services are to be provided at many different locations, all within the City Limits.

**Services will be over a three-year over a three-period, with a one-year renewal option.** Vendor's prices shall be firm throughout the first year of the contract period, 7/1/2025 through 6/30/2026. For multi-year contracts and/or contract extensions, prevailing wage rates must be updated annually.

The winning Vendor(s) shall receive a unit priced contract and, upon complete and accepted performance by the Vendor, the City shall issue payment in the applicable amount set forth Pricing Pages of resulting contract for the actual services performed.

### 3. BIDDERS' REPRESENTATION.

Each bidder by making its bid represents that it has read and understands the bidding documents.

### 4. SUBSTITUTIONS.

A. Each bidder represents that its bid is based upon the materials and equipment described in the bidding documents.

B. No substitution will be considered unless written request has been submitted to the City department representative for approval at least five (5) days prior to the date for receipt of bids. Each request shall include a complete description of the

proposed substitute, the name of the material or equipment for which it is to be substituted, manufacturer, warranty, availability of qualified and trained installers, drawings, cuts, performance and test data and any other data or information necessary for a complete evaluation.

- C. If the City department representative approves any proposed substitution, the approval will be set forth in an addendum.

5. **INTERPRETATION.**

If a bidder discovers any errors, discrepancies or omissions in the bid specifications, or has any questions about the specifications, it shall notify the City department representative in writing. Any addenda issued by the City will be incorporated into the contract.

6. **WITHDRAWAL OF BIDS.**

The bidder may make written request to the City for withdrawal of a sealed electronic bid prior to the scheduled opening. Unless otherwise specified, no bid may be withdrawn for a minimum of ninety (90) calendar days from bid due date.

7. **BIDDER PREQUALIFICATION.**

Prior to the award of contract, the apparent successful bidder shall be required to submit evidence of sufficient facilities, equipment, workers with formal and verifiable experience and training in landfill repairs and /or construction projects of similar type and equivalent or larger nature, size, and scope to this project as outlined in detail within project technical specifications, unless waived by the City.

8. **AWARD OF CONTRACT.**

Any resulting contract shall be awarded by City Council. Award of Contract, when made by the City, will be to lowest responsive responsible bidder. Unsuccessful vendors will not automatically be notified of results.

9. **MULTIPLE AWARDS.**

The City may choose more than one Vendor making multiple awards. Due to the unknown quantity and timing of requests, more than one vendor may be selected for contract award.

10. **PAYMENT.**

Award of contract, when made Payment will be made Net 30 via direct deposit/ACH after receipt of the Vendor's application except as provided by state law. If the City objects to all or any portion of the invoice, it shall notify the Vendor and reserves the right to only pay that portion of the invoice not in dispute. In that event, the parties shall immediately make every effort to settle the disputed amount. Payment will be made only for actual services requested, performed, and accepted.

11. **INVOICING.**

Invoices must be submitted to the Code Enforcement Department within 30 days of performing services. • All Invoices shall include type of services performed; detailed unit pricing per section of contract, and on site City contact that approved services. • Invoices shall reference and list OPR #2025-xxxx and approved Intent to Pay Prevailing Wage Number. • Payment of invoices shall be contingent upon receipt of sufficient detail to permit identification of the services performed and compliance with contract conditions. Original invoices are required and shall not be approved for payment until all services per request have been satisfactorily performed. Invoices shall be emailed to [jruffing@spokanecity.org](mailto:jruffing@spokanecity.org). and [frapier@spokanecity.org](mailto:frapier@spokanecity.org), or mailed to City of Spokane, Attn Code Enforcement, 808 W. Spokane Falls Blvd., Spokane WA 99201.

**11.1 INVOICING LABOR HOURS**

Labor charges that fall less than an hour or between hour marks will be billed in tenth of an hour increments. (i.e. 2 hours, 24 minutes = 2.4 hours). Do not include sales tax in hourly rate

**11.2 INVOICING MARKUP PERCENTAGE.**

A copy of all Material Receipts/Invoices used in invoicing the City of Spokane must be included when invoicing. Materials on receipts/invoices not used or billed to the City will be crossed out. The City of Spokane will not pay for materials without copies of receipts/invoices.

**11.2.1 INVOICING MARKUP PERCENTAGE.**

Materials will be marked up based off of the Vendor's base costs before tax. Sales tax will be charged to the City based off of the Vendor's base cost plus the marked up percentage. Do not include sales tax in markup percentage.

**11.3 INVOICING OF PERMITS**

Vendor must submit copies of obtained permits when invoicing the recovery cost of any permits required by regulatory agencies to perform requested services. The City of Spokane will not reimburse payment of permits without copies of permits.

**12. BIDDER RESPONSIBILITY CRITERIA (MANDATORY).**

Before award, the bidder must meet the following mandatory bidder responsibility criteria to be considered a responsible bidder. The bidder may be required by the Owner to submit documentation demonstrating compliance with the criteria. The bidder must:

- A. Have a current certificate of registration as a vendor in compliance with chapter 18.27 RCW, which must have been in effect at the time of bid submittal;
- B. Have a current Washington Unified Business Identifier (UBI) number;
- C. If applicable:
  - 1) Have Industrial Insurance (workers' compensation) coverage for the bidder's employees working in Washington, as required in title 51 RCW;
  - 2) Have a Washington Employment Security Department number, as required in title 50 RCW;
  - 3) Have a Washington Department of Revenue state excise tax registration number, as required in title 82 RCW.
- D. Not be disqualified from bidding on any public works contract under RCW 39.06.010 or 39.12.065(3).
- E. If bidding on a public works project subject to the apprenticeship utilization requirements in RCW [39.04.320](#), not have been found out of compliance by the Washington state apprenticeship and training council for working apprentices out of ratio, without appropriate supervision, or outside their approved work processes as outlined in their standards of apprenticeship under chapter [49.04](#) RCW for the one-year period immediately preceding the date of the bid solicitation; and
- F. Until December 31, 2013, not have violated RCW [39.04.370](#) "*Off-Site Prefabricated*

*Non-Standard Project Specific Items” reporting requirements more than one time as determined by the department of labor and industries.*

- G. Before award, the bidder under consideration for award must submit to the public agency a sworn statement that they have not willfully violated wage payment laws within the past three years in order to be considered a responsible bidder. (See [RCW 39.04.350](#) as modified by [SSB 5301](#), Laws of 2017, ch. 258.).
- H. Shall affirm and certify that they will not violate any local, state, or federal labor laws or standards during the course of performing work under the City contract.
- I. Shall affirm and certify that the bidder will comply with and notify its principals and sub-vendors of the provisions of the Spokane Fair Elections Code, chapter 01.07, SMC
- J. As of July 1, 2019, have fulfilled the Department of Labor and Industries’ Public Works and Prevailing Wage Training Requirement before bidding and/or performing work on public works projects under RCW 39.04.350 and RCW 39.06.020 by either of the following:
  - Received training on the requirements related to public works and prevailing wage under chapter RCW 39.04.350 and chapter 39.12; or
  - Be certified exempt by the Department of Labor and Industries by having completed three or more public work projects and have a had a valid business license in Washington for three or more years.

This verification requirement and responsibility criteria must be included in any subcontract at every tier.

### 13. **BIDDER RESPONSIBILITY CRITERIA (SUPPLEMENTAL).**

A bidder will be deemed not responsible if:

- A. the bidder does not meet the mandatory bidder responsibility criteria in SMC 7.06.500 and RCW 39.04.350(1), as amended; or
- B. the bidder does not meet the supplemental bidder responsibility criteria as shown in these bid specifications. The bidder may be required by the City to submit documentation demonstrating compliance with the criteria.

If a potential bidder believes that the supplemental bidder responsibility criteria will exclude it from bidding, it may request the City to consider modifying the criteria. Any request shall be submitted to the Purchasing Department no later than five (5) days before the bid opening. The City shall evaluate any such request, and if a decision is made by the City to modify the criteria, the modification shall be communicated to all bidders and plan holders via the issuance of an addendum to the bidding documents. Likewise, in the event the City decides not to modify the criteria, it will endeavor to notify the requesting bidder of its decision.

As evidence that the Bidder meets the supplemental bidder responsibility criteria, the apparent lowest Bidder shall submit to the City within twenty four (24) hours of the notification time the completed supplementary bidder responsibility form with any required documentation. The City reserves the right to request this documentation from other bidders as well, and to request further documentation as needed to assess the bidder’s responsibility.

The basis for evaluation of bidder compliance with the supplemental criteria shall be any documents or facts obtained by the City (whether from the bidder or third parties) which any reasonable owner would rely on for determining compliance. Determinations of responsibility or non-responsibility of a bidder due to the supplemental criteria shall be based on a review of all the supplemental criteria factors as a whole with no single item being determinative.

If the City determines the low bidder does not meet either the mandatory bidder criteria or the supplemental bidder criteria and is therefore not a responsible bidder, the Contracting Agency shall notify the bidder in writing with reasons for the determination. If the bidder disagrees with this determination, it will have a minimum of three (3) business days from receiving the determination to submit additional written information to the City. The City will consider any timely submitted additional information received from the bidder before issuing its subsequent determination. If the bidder disagrees with the City's subsequent determination it may appeal the determination to the Mayor or designee in writing within two (2) business days of receiving the City's determination. If the final appeal affirms that the bidder is not responsible, the City will not execute a contract with any other bidder until at least two (2) business days after the bidder determined to be not responsible has received the final determination.

14. **REJECTION OF BIDS.**

The City reserves the right to reject any or all bids, to waive minor deviations from the specifications, to waive minor informalities in bidding, whenever it is in the City's best interest, and to accept or reject all or part of this RFQ, at the prices shown.

15. **VENDOR REGISTRATION.**

The Vendor must be a Washington State registered at the time of Bid submittal. The City is prohibited from executing a contract with a vendor who is not registered as required by state law.

16. **EXECUTION OF CONTRACT.**

Within ten (10) days of contract award, the Vendor shall sign and return to the City an executed copy of the contract and approved evidence of insurance unless otherwise mutually agreed by the City and Vendor.

17. **PERIOD OF PERFORMANCE.**

The three-year period of performance of any contract resulting from this RFQ is tentatively scheduled to begin on or about JULY 1, 2025 and to end on JUNE 30, 2028. Resulting contract may be renewed for a one-year period with the total contract period not to exceed Four (4) years. Pricing will be fixed for the first twelve (12) months and Vendor can request pricing changes with justification prior to contract renewal. For multi-year contracts and/or contract extensions, prevailing wage rates must be updated annually.

18. **PREVAILING WAGE REQUIREMENTS.**

The scope of services for this project is subject to prevailing wages under state law. Bidders are warned to take into consideration statutory legal requirements, particularly, the payment of prevailing wages and sales tax implications in making their bids.

A. The work under this contract is classified is subject to Prevailing Wage Requirements under state law.

1. Payment AND Performance bonds are not required.
2. Statutory retainage is not required.

B. Prevailing Wage

1. The State prevailing rate of wages to be paid to all workmen, laborers or mechanics employed in the performance of any part of this Contract shall be in accordance with the provisions of Chapter 39.12 of the Revised Code of Washington (RCW) and the rules and regulations of the Washington State Department of Labor and Industries (L & I).

2. The State of Washington prevailing wage rates applicable for this service works project, which is located in Spokane County, may be found at the following website address of the Department of Labor and Industries: <https://secure.lni.wa.gov/wagelookup/>. Prevailing wages for all work performed pursuant to each work order must be the prevailing wage rates in effect at the beginning date for each contract year. On call contracts must have prevailing wage rates updated annually. Intents and affidavits for prevailing wages paid must be submitted annually for all work completed within the previous twelve-month period of the unit priced contract. (RCW 35.22.620) Upon the anniversary date of the contract, labor rates may be adjusted according to the revised prevailing wages adopted by the Department of Labor and Industries at that time. In order to calculate the change in prevailing wages due to the Vendor, the Vendor shall provide to the City of Spokane a breakdown of the fully loaded labor rates for each classification of labor including hourly wage rates, fringe benefits, overhead and profit. The City of Spokane shall not pay for any price escalation for overhead, profit, equipment, material, or any other costs except for changes in the prevailing wages. The revised prevailing wages shall be effective for any Work issued after the anniversary date of the contract. The basis of modified prevailing wage rates applicable for the contract shall be calculated and issued in writing by the City of Spokane, but such changes shall not be included in a change order. To the extent that the contract sum changes, a change order will be issued as appropriate.

C. Apprenticeship

If apprentices are to be used, they must be registered with the State Apprenticeship Council; otherwise, they are to be paid State prevailing journeyman wages.

D. Statement of Intent

The Vendor and Sub-Vendors will submit a "Statement of Intent to Pay Prevailing Wages" certified by the industrial statistician of the Department of Labor and Industries, prior to any work or payments. The "Statement of Intent to Pay Prevailing Wages" shall include: (1) the Vendor's registration number; and (2) the prevailing wages under RCW 39.12.020 and the number of workers in each classification. Prior to payment of funds held under RCW 39.12.040, the Vendor and Sub-Vendors must submit an "Affidavit of Wages Paid" certified by the industrial statistician annually for all work completed within the previous twelve-month period of the unit priced contract (RCW 35.22.620).

E. Filing Fees

The Vendor is responsible for payment of fees for the approval of "Statements of Intent to Pay Prevailing Wages" and "Affidavits of Wages Paid" and shall make all applications directly to L&I.

F. Department of Labor and Industries' Public Works and Prevailing Wage Training

As of July 1, 2019 vendor must have fulfilled the Department of Labor and Industries' Public Works and Prevailing Wage Training Requirement before bidding and/or performing work on public works projects under RCW 39.04.350 and RCW 39.06.020

G. Prevailing Wages Multi-Year Contracts and Extensions

**For multi-year contracts and/or contract extensions, prevailing wage rates must be updated annually,** using the rates in effect at the beginning of each contract year (not calendar year), and intents and affidavits for prevailing wages paid must be submitted annually for all work completed during the previous 12 months. RCW 35.22.620

19. **ELECTRONIC BID INSTRUCTIONS.**

Bidders must go online to the City's Bidding Portal (<https://spokane.procureware.com>) to submit bid prices and other documentation as requested. Bidders are asked to read the Welcome Screen and register if they have not done so previously. Once on the bidding portal, follow the steps below to enter the **electronic bid**:

- I. Click on **"Bids"** located on the left hand column.
- II. Find the applicable project and click the **"Project Number"**.
- III. Click on the **"Response"** tab.
- IV. In the "Questions" tab, upload required scanned documents into the bid portal by clicking on **"Browse"** for each item.
- V. Click on the **"Pricing"** tab and enter pricing as requested. A **"Comment"** field is available if needed.
- VI. Once both the Questions and Pricing information has been entered, the yellow **"Question Response and Pricing Response"** information message will change from incomplete to complete. Then the **"Submit"** button will become available.
- VII. Click the **"Submit Bid"** button and review the terms and conditions, popup window that appears. If you agree to the terms and conditions, click the **"I Accept and Submit this Bid"** button.
- VIII. If you want to remove your bid, click the red **"Withdraw Bid"** button in the **"Response"** tab for the appropriate bid.

## **SCOPE OF WORK**

### **GENERAL REQUIREMENTS**

**1. SCOPE OF WORK.**

Unless otherwise stated, the Vendor shall furnish all labor, supervision, materials, tools, construction equipment, transportation, permits, and other items of work and costs necessary to complete the specified services.

**2. QUANTITIES.**

When use are for are estimates only and are not to be construed as firm or guaranteed. Quantities are estimates only and are given for the purpose of comparing bids on a uniform basis. Quantities shall be bid on a more or less basis. Actual usage may be more or less. Payment would only be made for actual services perform and accepted as per contract rates.

**3. COMPLETION TIME.**

Work must be completed in a reasonable amount of time, Vendor cannot leave our work incomplete to go to another job. If repair is delayed due to needed parts, estimated wait time and shipping tracking information must be provided. If for any reason the Vendor is unable to respond in a reasonable amount of time, the City reserves the right to go outside the contract and work with another vendor.

**4. LIQUIDATED DAMAGES.**

If the Work is not completed within the stated completion time, the Vendor agrees to pay to the City liquidated damages in the amount of \$000.00 for each and every calendar day the work remains.

**5. INTENT OF SPECIFICATION.**

The apparent silence or omission in the specifications as to any detail of the Work to be done or materials to be furnished means that the region's best general practice shall prevail, and that material and workmanship of the best quality shall be used. The specifications shall be interpreted on this basis.

**6. GUARANTY.**

The Vendor guarantees all work, labor and materials for one (1) year following acceptance of the Work. If any unsatisfactory condition or defect develops within that time, the Vendor shall immediately place the Work in a satisfactory condition, and further repair all damage caused by the condition or defect at its sole expense. This guarantee shall not apply to Work, in which damage(s) caused by other parties will not be the responsibility of the Vendor to correct at their expense, these situations will result in a new repair request..

**7. SUB-VENDORS.**

The Vendor shall not award any portion of the Work to any sub-vendor without the City's prior approval. The Vendor shall be fully responsible to the City for the acts, errors and omissions of its sub-vendors. No contractual relationship shall be created between any sub-vendor and the City.

## TECHNICAL REQUIREMENTS

### 8. **PROFESSIONALISM.**

Successful Vendor will fulfill contract in a responsible, professional manner at all times. Representatives shall dress appropriately and use acceptable health and safety practices.

### 9. **SAFETY.**

Awarded Vendor shall be responsible for implementing and maintaining their own safety program during the work.

### 10. **PERFORMANCE.**

Unless otherwise stated, the Vendor shall obtain all required permits and be responsible for providing all supervision, administration, labor, tools, construction equipment, transportation, supplies, parts, and consumable materials, and other items of work and cost necessary for the performance and completion of described services.

#### 10.1 **PERFORMANCE.** Bidders must submit cover letters stating qualifications and experience of the company, to provide services.

### 11. **INVENTORY** Awarded Vendor shall maintain sufficient inventory of materials, at its cost, to prevent any delay of services for being performed.

### 12. **EQUIPEMENT** Bidder must provide a list of equipment identifying the equipment to be used, to including the ability to do the necessary work without electricity on the site. Vehicles should also be the list as well.

### 13. **REFERENCES** Bidder shall furnish names, addresses, telephone numbers, and email addresses of representatives of at least three companies/municipalities which have been continually using the product being bid for at least two years. If no references are completely applicable, provide two references which most nearly apply. References must be located in similar climates.

#### 13.1 **PERFORMANCE OF SERVICES.**

Awarded Vendor(s) would be responsible for providing boarding and minor repair services for unsecured and substandard properties as specified by the City of Spokane Code Enforcement/Building Official or Spokane Police Department. Services are to be provided at many different locations, all within the City Limits.

#### 13.2 In regards to Inter-local Purchase Agreements, currently the Spokane Police Department is the only public agency that takes advantage of the agreement for securing properties, but other agency could potentially.

#### 13.3 **Response Time:** Services must be completed within mutually agreed upon time by the City Department Requesting Service and Vendor. For Emergencies, Vendor must respond and be on site at applicable location within 24 hours of request. Repeated delays in response to requests will be interpreted as a failure to comply with contractual obligations and may be cause for cancellation of the contract.

##### 13.3.1 Bidder must submit its "Call Intake Process" – Describe the process in which you will be notified for 24 hour emergencies.

##### 13.3.2 Successful Vendor will designate a representative who will be available during regular City business hours to serve as a primary contact for the City.

14. The City will provide the signage for posting/re-posting.

**15. SCOPE OF SERVICES**

**15.1** MINOR REPAIRS: Minor repairs to properties would be minor and preventative in nature and would result from specific repair orders from the Building Official. Repairs may include, but would not be limited to: patching roofing and/or siding damage, repairing broken stairs, or other walking surfaces, decking, or handrails, protective treatment (such as paint) application to prevent further deterioration, etc. The City may also request other special projects for deterrence purposes, such as fencing or obstruction access points.

**15.2** Procedures For Order-To-Repair: Should a City Building Official seek to have a specific building component repaired, the City Building Official would request Vendor to provide a bid based on Contract Unit Pricing, (Vendor's labor rates and hours, and material costs to include Vendor's percentage markup) pertaining to the specific repair. The bid may or may not be approved based on the total conditions of the property and the reasonableness of the repair(s). **Vendor shall ensure any presented bid, that is approved for repair is signed, with printed name, and dated by authorized City Building Official, and Vendor must submit signed copy of bid with invoicing.**

**15.3** BOARDING. Board properties as designated by the Code Enforcement Supervisor/Building Official or Spokane Police Department. Coordinating with the Spokane Police Department may be required as some properties may need to be cleared or swept prior to boarding. Also to include posting/re-posting signs and boarding of properties including emergency boardings 24 hours a day 7 days a week within 24 hours of request. Must be able to supply and haul own materials, including but not limited to wood, polycarbonate clear boarding, locking screws, portable power, ladders, truck, etc. and provide services without electricity.

**15.4** BOARDING. The City standards for boarding are: All basement, first story and other readily accessible windows, doors or other openings are to be closed against intrusion. Minimum requirements for windows and doors: use 1/2" exterior grade plywood or other pre-approved material cut to fit. Inserted and fastened with locking screws within the exterior of the casement. An exterior-rated fir ply-wafer board combination called Oriented Strandboard is acceptable but, standard particle board is not. The City at times prefers to use polycarbonate clear boarding whenever practical as a method of decreasing the likelihood that these types of properties become attractive nuisances.

**PRICING**

1. City's Independent Annual Spend Estimated during a 12-month period, is not expected to exceed \$50,000.

2. Payment would only be made for actual services requested, performed and accepted.

**2.1** The winning Vendor(s) shall receive a unit priced contract and, upon complete and accepted performance by the Vendor, the City shall issue payment in the applicable amount set forth Pricing Section of resulting contract for the actual services performed.

**2.2** Materials will be charged at a set percentage "markup" over the Vendor's base cost of materials purchased from their suppliers. The percentage "markup up" will remain firm, with no adjustments, during the contract to include any contract renewals.

- 2.3 Bidder must ensure all cost that could be incurred are listed on pricing pages, as no other costs would be allowed later.
- 2.4 Pricing Pages. Bidder must complete Pricing Pages 14 – XXX and submit it bid.
3. Evaluation
- 3.1 For evaluation purposes, as the number of unsecured and substandard properties requiring boarding and minor patch repair services vary, we will be using an annual estimated 850 labor hours, more or less, for a 12-month period pertaining to boarding and minor comprise of: 750 hours at Straight Time rate, 50 hours at Overtime Rate, 25 hours at Emergency Rate, and 25 hours Holiday Rate.
- 3.2 Comparative Purposes Only: The City recognizes that multiple systems exist for measuring the cost of boarding properties and conducting minor repairs. In order to provide for consistent and equal comparison between these varied methods, the City has provided a commonly occurring sample scenarios for Bidders. These scenarios reflect typical request from the City to fulfill the duties described in this RFQ. For Bid Comparative Purposes Only, Bidder must provide an all-inclusive, single-total, firm, fixed price that would be incurred for each of the below scenarios:
- 3.2.1 Comparative Purposes Only Scenario (1): Using Straight Time Hour Rate.  
Scenario (1) for Boarding Services: Provide an estimate to secure the following two (2) story house. The first floor has two (2) standard doors measuring 36" by 80", a slider door measuring 72" by 80", four (4) windows measuring 24" by 36", and two (2) basement windows measuring 15" by 32". The second floor has four (4) windows measuring 24" by 36". Bidder must identify all costs including expenses to be charged for performing the services necessary to accomplish the objectives of the provided scenario. Bidder shall Submit a fully detailed budget including staff costs and any expenses necessary to accomplish the scenario tasks and produce anticipated deliverables as outlined in the scenario. Companies are required to collect and pay Washington state sales tax, if applicable, and must show this in its proposed scenario response. Costs for subcontractors are to be broken out separately and identified as such. **Uploaded Fully Detailed Budget Into ProcureWare Via The Question Tab and corresponding question #6.1**
- 3.2.2 Comparative Purposes Only Scenario (2): Using Straight Time Hour Rate.  
Scenario (2) for Boarding Services: Provide an estimate to secure the following single story house with polycarbonate clear boarding. The house has two (2) standard doors measuring 36" by 80" and five (5) windows measuring 36" by 60". Bidder must identify all costs including expenses to be charged for performing the services necessary to accomplish the objectives of the provided scenario. Bidder shall Submit a fully detailed budget including staff costs and any expenses necessary to accomplish the scenario tasks and produce anticipated deliverables as outlined in the scenario. Companies are required to collect and pay Washington state sales tax, if applicable, and must show this in its proposed scenario response. Costs for subcontractors are to be broken out separately and identified as such. **Uploaded Fully Detailed Budget Into ProcureWare Via The Question Tab and corresponding question #6.2**
- 3.2.3 Comparative Purposes Only Scenario (3): Using Straight Time Hour Rate.  
Scenario (3) for Boarding Repair Services: Provide an estimate to repair a damaged plywood boarding on a first floor window measuring 24" by 36". Bidder must identify all

costs including expenses to be charged for performing the services necessary to accomplish the objectives of the provided scenario. Bidder shall Submit a fully detailed budget including staff costs and any expenses necessary to accomplish the scenario tasks and produce anticipated deliverables as outlined in the scenario. Companies are required to collect and pay Washington state sales tax, if applicable, and must show this in its proposed scenario response. Costs for subcontractors are to be broken out separately and identified as such. **Uploaded Fully Detailed Budget Into ProcureWare Via The Question Tab and corresponding question #6.3**

- 3.2.4** Comparative Purposes Only Scenario (4): Using Straight Time Hour Rate.  
**Scenario (4) for Minor Repair Services:** Provide an estimate to cover a six (6) sq. ft. opening in a roof with plywood, sealing and adequately securing the plywood to the existing roof to prevent further entry of weather into the structure. Bidder must identify all costs including expenses to be charged for performing the services necessary to accomplish the objectives of the provided scenario. Bidder shall Submit a fully detailed budget including staff costs and any expenses necessary to accomplish the scenario tasks and produce anticipated deliverables as outlined in the scenario. Companies are required to collect and pay Washington state sales tax, if applicable, and must show this in its proposed scenario response. Costs for subcontractors are to be broken out separately and identified as such. **Uploaded Fully Detailed Budget Into ProcureWare Via The Question Tab and corresponding question #6.4**
- 3.2.5** Comparative Purposes Only. The scenario pricing would not be included in the evaluation unless, prices stated appear significantly uncompetitive and could result in unnecessarily high cost to the City for those products or services.

#### **ATTACHMENTS**

Bid Pricing Pages 14-18  
Subcontractor List- page 19  
Terms and Conditions- pages 20 - 25

## BID PRICING PAGES

**These Next Four Pages (Pages #14-18) Comprising Bid Proposal Must be COMPLETED ENTIRELY and Uploaded Into ProcureWare Via The Question Tab and corresponding question #4.1**

### RFQ 6343-25

### Boarding and Minor Repairs Services of Unsecured Properties, Unit Price– Prevailing Wage

#### BIDDER'S DECLARATION.

The undersigned bidder certifies that it has read and understands the specifications for the above services subject to prevailing wage, and agrees to comply with all applicable federal, state and local laws and regulations.

#### QUANTITIES.

When used are for are estimates only and are not to be construed as firm or guaranteed. Quantities are estimates only and are given for the purpose of comparing bids on a uniform basis. Quantities shall be bid on a more or less basis. Actual usage may be more or less. Payment would only be made for actual services perform and accepted as per contract rates.

#### SALES TAX.

The City will apply applicable tax to Bidder's response when tabulating bids. Bidders acknowledges the City of Spokane is not a tax exempt entity and is therefore obligated to pay sales tax under Washington State law. Therefore, all submissions will be tabulated with the applicable sales tax rate whether that tax shall be charged through the supplier or paid by the City as use tax.

#### BID OFFER.

The price(s) listed in this bid proposal is tendered as an offer to furnish all labor, materials, equipment and supervision required to complete the proposed project in strict accordance with the contract documents. The bidder proposes to do the services at the following price:

#### July 1, 2025 Through June 30, 2026

Prices shall be firm throughout the first year of the contract period, 7/1/2025 through 6/30/2026.

**For multi-year contracts and/or contract extensions, prevailing wage rates must be updated annually.**

RFQ 6343-25 Pricing Pages	
Quantities shown on "Pricing Form" are estimates only and are not to be construed as firm or guaranteed. Quantities, when used, are estimates only and are given for the purpose of comparing bids on a uniform basis. Quantities shall be bid on a more or less basis. Actual usage may be more or less. For evaluation purposed the following estimate hours and rate will be used: 750 hours at Straight Time rate, 50 hours at Overtime Rate, 25 hours at Emergency Rate, and 25 hours Holiday Rate.	
The City shall issue payment in the applicable amount set forth on the Pricing Pages for actual services requested, performed and accepted	
Bidder To Define What Constitutes "Straight Time Rate":	

Bidder To Define What Constitutes "Overtime Rate":			
Bidder To Define What Constitutes "Emergency Hourly Rate":			
Bidder To Define What Constitutes "Holiday Rate":			
Bidder To Define What Constitutes "Non-Emergency Travel Cost Per Service"			
Bidder To Define What Constitutes "Emergency Travel Cost Per Service"			
Description	Annual Estimated Hours More or Less	Hourly Rate	Estimated Extended Cost
Straight Time Rate	750	\$	\$
Overtime Rate	50	\$	\$
Emergency Rate	25	\$	\$
Holiday Rate	25	\$	\$
"Non-Emergency" Total Travel Cost To Be Incurred Per Individual Request for Service.			\$
"Emergency" Total Travel Cost To Be Incurred Per Individual Request for Service to ensure vendor is on site, at applicable location, within 24 hours of request for service.			\$
Materials will be charged at a set percentage "markup" over the Vendor's base cost of materials purchased from their suppliers. The percentage "markup up" will remain firm, with no adjustments, during the contract to include any contract renewals. Enter Vendor's Percentage Mark			% Mark Up
Other Costs			
No other costs will be allowed if not listed below.			
List any other cost that could be incurred that is not listed above to be incurred per an individual service request			
OTHER COST DECRPTIONS			COST
			\$

	\$
	\$
	\$

**ADDENDA.**

The undersigned acknowledges receipt of addenda number(s) \_\_\_\_\_ and agrees that their requirements have been included in this bid proposal.

**VENDODR RESPONSE TIMES.**

Services must be completed within mutually agreed upon time by the City Department Requesting Service and Vendor. For Emergencies, Vendor must respond and be on site at applicable location within 24 hours of request.

**LIQUIDATED DAMAGES.**

In the event the bidder is awarded the contract and fails to complete the work within the time limit or any agreed upon time extensions, liquidated damages shall be paid to the City of Spokane in the amount of \$0.00 per working day until the work is satisfactorily completed.

**BIDDER RESPONSIBILITY.**

U.B.I. Number \_\_\_\_\_

**NON-COLLUSION.**

The undersigned authorized representative of the undersigned firm, being first sworn on oath, certifies that the firm has not, directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with the project for which this bid proposal is submitted.

The undersigned Bidder hereby certifies that, within the three-year period immediately preceding the bid solicitation date for this Project, the bidder is not a "willful" violator, as defined in RCW 49.48.082, of any provision of chapters 49.46, 49.48, or 49.52 RCW, as determined by a final and binding citation and notice of assessment issued by the Department of Labor and Industries or through a civil judgment entered by a court of limited or general jurisdiction.

**I certify (or declare) under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.**

**Name of Bidder:** \_\_\_\_\_

\_\_\_\_\_  
*Signature of Bidder's Authorized Representative*

\_\_\_\_\_  
*Title*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Address*

\_\_\_\_\_  
*Phone*

## MINORITY AND WOMEN'S BUSINESS ENTERPRISE GOALS

The City of Spokane has established laudatory goals for the procurement of supplies, materials and services, or for subcontracting work for this project from Minority Business Enterprises (MBE) and Women's Business Enterprises (WBE) as follows:

EITHER MBE OR WBE OR A COMBINATION OF BOTH IN THE AMOUNT OF  
THREE PERCENT (3%) OF THE TOTAL PROJECT BID AMOUNT

The current list of the Washington State Office of Minority and Women's Business Enterprises shall be used for all public works construction projects administered by the City.

**ACHIEVEMENT OF THE ABOVE GOALS IS ENCOURAGED. WHETHER OR NOT THE BIDDER ATTAINS THE ABOVE SPECIFIED GOALS WILL NOT BE USED TO DETERMINE THE RESPONSIVENESS OF THE BIDDER'S BID PROPOSAL.**

The bidder shall take the following affirmative steps in considering award of subcontracts to the fullest extent possible to qualified minority and women owned businesses:

- (1) including qualified minority and women's businesses on solicitation lists;
- (2) insuring that minority and women's businesses are solicited whenever they are potential sources;
- (3) dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation of minority and women's businesses;
- (4) establishing delivery schedules, where requirements of the work permit, which will encourage participation of minority and women's businesses;
- (5) using the services and assistance of the Small Business Administration and the Washington State Office of Minority and Women's Business Enterprise as appropriate.

## MINORITY AND WOMEN'S BUSINESS ENTERPRISE UTILIZATION

The bidder has contacted minority and women's business enterprises (MBE/WBE) and, if the successful bidder on this project, it may award subcontracts to or enter into supply agreements with the following firms as indicated (*use additional sheets if necessary*):

NAME OF MBE/WBE*	IDENTIFICATION & VALUE OF
WA. STATE CERTIFICATION NO.	SUBCONTRACTS / SUPPLIES

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

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MINORITY BUSINESS SUBCONTRACTING GOAL	\$ _____	MBE TOTAL	\$ _____
WOMEN'S BUSINESS SUBCONTRACTING GOAL	\$ _____	WBE TOTAL	\$ _____
COMBINATION GOAL:	\$ _____	MBE/WBE TOTAL	\$ _____

\*Designate MBE or WBE

Mr./ Mrs./ Ms. \_\_\_\_\_ has been designated as the liaison officer for the administration of the dollar value of contract work to be performed by MBE/WBE firms.

This Page (Page #19) Must Be Completed and Uploaded Into ProcureWare Via The Question Tab and corresponding question #5.1.

## SUBCONTRACTOR LIST

RFQ 6343-25,  
Boarding and Minor Repairs Services of Unsecured Properties, Unit Price— Prevailing Wage

\_\_\_\_\_ NO SUBCONTRACTORS WILL BE USED ON THIS PROJECT

CONTRACTOR \_\_\_\_\_

TYPE OF WORK/BID ITEM \_\_\_\_\_

AMOUNT \_\_\_\_\_

CONTRACTOR'S U.B.I. Number \_\_\_\_\_

CONTRACTOR \_\_\_\_\_

TYPE OF WORK/BID ITEM \_\_\_\_\_

AMOUNT \_\_\_\_\_

CONTRACTOR'S U.B.I. Number. \_\_\_\_\_

CONTRACTOR \_\_\_\_\_

TYPE OF WORK/BID ITEM \_\_\_\_\_

AMOUNT \_\_\_\_\_

CONTRACTOR'S U.B.I. Number. \_\_\_\_\_

CONTRACTOR \_\_\_\_\_

TYPE OF WORK/BID ITEM \_\_\_\_\_

AMOUNT \_\_\_\_\_

CONTRACTOR'S U.B.I. Number. \_\_\_\_\_

## **ATTACHMENT 1**

### **REQUEST FOR PROPOSALS - TERMS AND CONDITIONS**

#### **1. CONTRACTING WITH CURRENT OR FORMER CITY EMPLOYEES**

Specific restrictions apply to contracting with current or former City officers and employees pursuant to the Code of Ethics in chapter 1.04A of the Spokane Municipal Code. Proposers shall familiarize themselves with the requirements prior to submitting a Proposal that includes current or former City officers or employees.

#### **2. PROPRIETARY INFORMATION / PUBLIC DISCLOSURE**

All materials submitted to the City in responses to this competitive procurement shall become the property of the City.

All materials received by the City are public records and are subject to being released pursuant to a valid public records request. Washington state law mandates that all documents used, received, or produced by a governmental entity are presumptively public records, and there are few exemptions. Chapter 41.56 RCW.

When responding to this competitive procurement, please consider that what you submit will be a public record. If you believe that some part of your response constitutes legally protected proprietary information, you MUST submit those portions of your response as a separate part of your response, and you MUST label it as "PROPRIETARY INFORMATION." If a valid public records request is then received by the City for this information, you will be given notice and a 10-day opportunity to go to court to obtain an injunction to prevent the City from releasing this part of your response. If no injunction is obtained, the City is legally required to release the records.

The City will neither look for nor honor any claims of "proprietary information" that are not within the separate part of your response.

#### **3. OWNERSHIP OF DOCUMENTS**

Any and all data, reports, analyses, documents, photographs, pamphlets, plans, specifications, surveys, films or any other material created, prepared, produced, constructed, assembled, made, performed or otherwise produced by the Firm or the Firm's subcontractors or consultants for delivery to the City under this Agreement shall be the sole and absolute property of the City. Such property shall constitute "work made for hire" as defined by U.S. Copyright Act of 1976, 17 U.S.C. § 101, and the ownership of the copyright and any other intellectual property rights in such property shall vest in the City at the time of its creation. Ownership of the intellectual property includes the right to copyright, patent, and register, and the ability to transfer these rights. Material which the Firm uses to perform this Agreement, but is not created, prepared, constructed, assembled, made, performed or otherwise produced for, or paid for, by the City is owned by the Firm and is not "work made for hire" within the terms of this Agreement.

#### **4. REVISIONS TO THE RFP**

In the event it becomes necessary to revise any part of this RFP or provide any other pertinent information, it shall be posted to the City of Spokane's online procurement system <https://spokane.procureware.com>.

The City also reserves the right to cancel or reissue the RFP in whole or in part, prior to final award of a contract.

#### **5. ACCEPTANCE PERIOD**

Proposals shall remain in effect for ninety (90) days for acceptance by the City from the due date for receipt of Proposals.

#### **6. COSTS TO PROPOSE**

The City will not be liable for any costs incurred by the Proposer in preparation of a Proposal submitted in response to this RFP, in conduct of a presentation, or any other activities related to responding to this RFP.

#### **7. INTERLOCAL PURCHASE AGREEMENTS**

The City of Spokane has entered into Interlocal Purchase Agreements with other public agencies pursuant to Chapter 39.34 RCW. In submitting a response, the Proposer agrees to provide its services to other public agencies at the same contracted price, terms and conditions it is providing to the City of Spokane, contingent upon the Firm's review and approval at the time of a requested contract. The Firm's right to refuse to enter into a contract with another public agency at the time of request shall be absolute.

#### **8. DEBRIEFING OF UNSUCCESSFUL PROPOSERS**

Upon request, a debriefing conference will be scheduled with an unsuccessful Proposer. Discussion will be limited to a critique of the requesting Firm's Proposal. Debriefing conferences may be conducted in person or on the telephone.

#### **9. MINORITY & WOMEN-OWNED BUSINESS PARTICIPATION**

The City encourages participation in all of its contracts by Firms certified by the Washington State Office of Minority and Women's Business Enterprises (OMWBE). Proposers may contact OMWBE at (360)753-9693 to obtain information on certified Firms.

#### **10. 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 Contract because of age, sex, race, color, religion, creed, marital status, familial status, sexual orientation including gender expression or gender identity, 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. The Firm agrees to comply with, and to require that all subcontractors comply with, Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act, as applicable to the Firm.

#### **11. AMERICANS WITH DISABILITIES ACT INFORMATION (ADA)**

Americans with Disabilities Act (42 U.S.C. 12101, et seq.). The Firm shall comply with the provisions of the Americans with Disabilities Act, 42 U.S.C. 12101, et. seq. That Act provides a comprehensive national mandate to eliminate discrimination against individuals with disabilities. The Act may impose requirements on the Firm in four principle ways: 1) with respect to employment; 2) with respect to the provision of public services; 3) with respect to transportation;

4) with respect to existing facilities and new construction.

The City in accordance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA) commits to nondiscrimination in all of its programs and activities. The Firm agrees to comply with, and to require that all subcontractors comply with, Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act, as applicable to the Firm.

Law Against Discrimination, Chapter 49.60 RCW. The Firm shall comply with the provisions of Chapter 49.60 RCW in all activities relating to any Contract/Grant Agreement.

In compliance with these acts, this material can be made available in an alternate format by request through ProcureWare question tab.

## **12. BUSINESS REGISTRATION REQUIREMENT**

Section 8.01.070 of the Spokane Municipal Code states that no person may engage in business with the City without first having obtained and currently being the holder of a valid annual business registration or temporary business registration as provided in this chapter. The Firm shall be responsible for contacting the State of Washington Business License Services at <http://dor.wa.gov> or 1-360-705-6741 to obtain a business registration. If the Firm does not believe it is required to obtain a business registration, it may contact the City's Taxes and Licenses Division at 509-625-6070 to request an exemption status determination.

## **13. COMPOST POLICY**

All projects that include design services for a) landscaping, b) construction & postconstruction soil amendments, c) Applications to prevent erosion, filter stormwater runoff, promote vegetation growth, or improve the stability and longevity of roadways; and d) Low-impact development and green infrastructure to filter pollutants or keep water on-site, or both, shall plan for the use of compost in these projects to the maximum extent economically feasible to meet the requirements established in RCW 43.19A.120.

## **14. PAYMENT**

Payment will be made via direct deposit/ACH except as provided by state law. A completed ACH application is required before a City Order will be issued. If the City objects to all or any portion of the invoice, it shall notify the Company and reserves the right to only pay that portion of the invoice not in dispute. In that event, the parties shall immediately make every effort to settle the disputed amount.

## **15. ANTI-KICKBACK**

No officer or employee of the City of Spokane, having the power or duty to perform an official act or action related to this contract shall have or acquire any interest in the contract, 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 the contract.

## **16. DISPUTES**

This contract shall be performed under the laws of Washington State. Any litigation to enforce this contract or any of its provisions shall be brought in Spokane County, Washington.

## **17. TERMINATION**

- A. For Cause: The City or Consultant may terminate the Agreement if the other party is in material breach of this Agreement, and such breach has not been corrected to the other party's reasonable satisfaction in a timely manner. Notice of termination under this Section shall be given by the party terminating this Agreement to the other, not fewer than thirty (30) business days prior to the effective date of termination.
- B. For Reasons Beyond Control of Parties: Either party may terminate this Agreement without recourse by the other where performance is rendered impossible or impracticable for reasons beyond such party's reasonable control, such as, but not limited to, an act of nature, war or warlike operation, civil commotion, riot, labor dispute including strike, walkout or lockout, except labor disputes involving the Consultant's own employees, sabotage, or superior governmental regulation or control. Notice of termination under this Section shall be given by the party terminating this Agreement to the other, not fewer than thirty (30) business days prior to the effective date of termination.
- C. For Convenience: Either party may terminate this Agreement without cause, upon thirty (30) days written notice to the other party.
- D. Actions upon Termination: if termination occurs not the fault of the Consultant, the Consultant shall be paid for the services properly performed prior to the actual termination date, with any reimbursable expenses then due, but such compensation shall not exceed the maximum compensation to be paid under the Agreement. The Consultant agrees this payment shall fully and adequately compensate the Consultant and all subconsultants for all profits, costs, expenses, losses, liabilities, damages, taxes and charges of any kind (whether foreseen or unforeseen) attributable to the termination of this Agreement.
- E. Upon termination, the Consultant shall provide the City with the most current design documents, contract documents, writings, and other products the Consultant has produced to termination, along with copies of all project-related correspondence and similar items. The City shall have the same rights to use these materials as if termination had not occurred; provided however, that the City shall indemnify and hold the Consultant harmless from any claims, losses, or damages to the extent caused by modifications made by the City to the Consultant's work product.

## **18. CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION**

A certification form will accompany the contract to be signed confirming that, to the best of its knowledge and belief, Firm, and its principals:

- A. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency.
- B. Have not within a three-year period preceding this contract been convicted or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust

statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice.

- C. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification.
- D. Have not within a three-year period preceding this contract had one or more public transactions (federal, state, or local) terminated for cause or default.

## **19. LIABILITY**

The Firm shall indemnify, defend and hold harmless the City, its officers and employees from all claims, demands, or suits in law or equity arising from the Firm's negligence or breach or its obligations under the contract. The Firm's duty to indemnify shall not apply to liability caused by the sole negligence of the City, its officers, and employees. The Firm's duty to indemnify for liability arising from the concurrent negligence of the City, its officers and employees and the Firm, its officers and employees shall apply only to the extent of the negligence of the Firm, its officers and employees. The Firm's duty to indemnify shall survive termination or expiration of the contract. The Firm waives, with respect to the City only, its immunity under RCW Title 51, Industrial Insurance.

## **20. INSURANCE COVERAGE**

During the period of the Agreement, the Company shall maintain in force at its own expense, each insurance noted below with companies or through sources approved by the State Insurance Commissioner pursuant to Title 48 RCW:

- A. **Worker's Compensation Insurance** in compliance with RCW 51, which requires subject employers to provide workers' compensation coverage for all their subject workers and Employer's Liability Insurance in the amount of \$1,000,000.
- B. **General Liability Insurance** on an occurrence basis, with a combined single limit of not less than \$1,000,000 each occurrence for bodily injury and property damage. It shall include contractual liability coverage for the indemnity provided under this Agreement. It shall provide that the City, its officers and employees are additional insureds but only with respect to the Company's services to be provided under this Agreement.
  - i. Acceptable **supplementary Umbrella insurance** coverage combined with Company's General Liability insurance policy must be a minimum of \$2,000,000, in order to meet the insurance coverage limits required in this Agreement; and
- C. **Automobile Liability Insurance** with a combined single limit, or the equivalent of not less than \$1,000,000 each accident for bodily injury and property damage, including coverage for owned, hired and non-owned vehicles.

There shall be no cancellation, material change, reduction of limits or intent not to renew the insurance coverage(s) without thirty (30) days written notice from the Company or its insurer(s) to the City. As evidence of the insurance coverage(s) required by this Agreement, the Company shall furnish acceptable Certificates of Insurance (COI) upon request by the City. The certificate shall specify the City of Spokane as "Additional Insured" specifically for Company's services under

this Agreement, as well as all of the parties who are additional insureds, and include applicable policy endorsements, the thirty (30) day cancellation clause, and the deduction or retention level. The Company shall be financially responsible for all pertinent deductibles, self-insured retentions, and/or self-insurance.

CERTIFICATE HOLDER. **Certificate of Insurance shall state:**

City of Spokane  
808 W Spokane Falls Blvd  
Spokane, WA 99201

**Bid Response Summary**

**Bid Number** RFQ 6343-25  
**Bid Title** Boarding and Minor Repairs Services of Unsecured Properties , Unit Price– Prevailing Wage-  
**Due Date** Tuesday, March 18, 2025 9:00:00 AM [(UTC-08:00) Pacific Time (US & Canada)]  
**Bid Status** Open for Bidding  
**Company** North Country Services LLC.  
**Submitted By** diz65@comcast.net diz65@comcast.net - Monday, March 17, 2025 8:02:02 PM [(UTC-08:00) Pacific Time (US & Canada)]  
**Comments**

**Question Responses**

Group	Reference Number	Question	Response
VENDOR INFORMATION			
	1	List the following information for the person submitting this response: Company Name, Name, Address, Telephone Number & e-mail address:	North Country Services LLC. Gary Kent, 1157 W. Pinebluff Rd. Kettle Falls, Wa. 99141 509-710-8631 diz65@comcast.net
	2	Provide the name, phone number, and email address for the person in your Company that would potentially sign a contract through the DocuSign process used by the City.	Gary Kent, 509-710-8631, diz65@comcast.net
TERMS AND CONDITIONS			
	1	Bidder acknowledges that they have read and understand the Terms and Conditions Document applicable to this request for quote document. Pages 20-25 (Attachment 1). If Bidders response is "I do not acknowledge and agree", Bidder shall include requested exception with its bid on separate page and title as "Exception to Terms and Conditions". The City will consider and determine if exception will be accepted.	I acknowledge and agree

1.1	Exceptions to Terms and Conditions: If Bidder took exceptions to Term and Conditions, upload "Exception to Terms and Conditions" here:	
2	ELIGIBILITY FOR CITY CONTRACTS: Section 18.09.050 of the Spokane Municipal Code states that the recipient of a City contract, award or purchase order shall certify that it is not knowingly or intentionally a nuclear weapons producer. The Bidder certifies that his/her firm is not a nuclear weapons producer.	I Certify
TECHNICAL GROUP		
1	How Many Addenda Do You Acknowledge Receipt Of? Please Enter Number. If none were issued enter "0".	0
2.	Bidder's Representation. The Bidder has read and understood the document entitled "RFQ 6343-25 Boarding and Minor Repairs Services of Unsecured Properties, Unit Price– Prevailing Wage-.	I acknowledge and agree
2.1	PERFORMANCE. Bidders must submit cover letters stating qualifications and experience of the company, to provide services. Upload Here:	image.jpg
2.2	EQUIPEMENT Bidder must provide a list of equipment identifying the equipment to be used, to including the ability to do the necessary work without electricity on the site. Vehicles should also be the list as well. Upload List Here:	image.jpg
2.3	REFERENCES Bidder shall furnish names, addresses, telephone numbers, and email addresses of representatives of at least three companies/municipalities which have been continually using the product being bid for at least two years. If no references are completely applicable, provide two references which most nearly apply. References must be located in similar climates. Upload Here:	image.jpg
2.4	RESPONSE TIME Acknowledge that you have read and understand the following 'Response Time' paragraph. The bidder must adhere to the City's response times.	I acknowledge and agree
2.4.1	CALL IN PROCESS Bidder must submit its "Call Intake Process" – Describe the process in which you will be notified for 24 hour emergencies. Upload Here	image.jpg

2.5	EXCEPTIONS: If you took exceptions, explain here what you are taking exception to.	N/A
3	The winning Vendor(s) shall receive a unit priced contract and, upon complete and accepted performance by the Vendor, the City shall issue payment in the applicable amount set forth Pricing Section for the actual repairs performed. The City may choose more than one Vendor making multiple awards, due to the unknown quantity and timing of requests.	I acknowledge and agree
3.1	PERIOD OF PERFORMANCE. The three-year period of performance of any contract(s) resulting from this RFQ is tentatively scheduled to begin on or about JULY 1, 2025 and to end on JUNE 30, 2028. Resulting contract may be renewed for a one-year period with the total contract period not to exceed Four (4) years. Pricing will be fixed for the first twelve (12) months and Vendor can request pricing changes with justification prior to contract renewal. For multi-year contracts and/or contract extensions, prevailing wage rates must be updated annually.	I acknowledge and agree
4	PERVAILING WAGE REQUIREMENTS: The work under this contract is classified a routine maintenance and subject to prevailing wages under state law. Bidders are warned to take into consideration statutory legal requirements, particularly, the payment of prevailing wages, and sales tax implications in making their bids.	I acknowledge and agree
4.1	Please download the 'Bid Pricing Pages' pages 14-18 of the RFQ 6343-25 bid document in the 'Documents' tab, complete, and upload the completed document here:	image.jpg
5.	Subcontractors. Bidder shall not award any portion of the Work to any subcontractor without the City's prior approval. The Bidder shall be fully responsible to the City for the acts, errors and omissions of its subcontractors. No contractual relationship shall be created between any subcontractor and the City.	I acknowledge and agree
5.1	Bidder must download the 'Subcontractor List' Pages 19 of the RFQ 6343-25 bid document in the 'Documents' tab, complete, and upload the completed document here:	image.jpg

6	<p>Comparative Purposes Only: The City recognizes that multiple systems exist for measuring the cost of boarding properties and conducting minor repairs. In order to provide for consistent and equal comparison between these varied methods, the City has provided a commonly occurring sample scenarios for Bidders. These scenarios reflect typical request from the City to fulfill the duties described in this RFQ. For Bid Comparative Purposes Only, Bidder must provide an all-inclusive, single-total, firm, fixed price that would be incurred for each of the below scenarios.</p>	I acknowledge and agree
6.1	<p>Comparative Purposes Only Scenario (1): Using Straight Time Hour Rate. Scenario (1) for Boarding Services: Provide an estimate to secure the following two (2) story house. The first floor has two (2) standard doors measuring 36" by 80", a slider door measuring 72" by 80", four (4) windows measuring 24" by 36", and two (2) basement windows measuring 15" by 32". The second floor has four (4) windows measuring 24" by 36". Bidder must identify all costs including expenses to be charged for performing the services necessary to accomplish the objectives of the provided scenario. Bidder shall Submit a fully detailed budget including staff costs and any expenses necessary to accomplish the scenario tasks and produce anticipated deliverables as outlined in the scenario. Companies are required to collect and pay Washington state sales tax, if applicable, and must show this in its proposed scenario response. Costs for subcontractors are to be broken out separately and identified as such. <b>UPLOAD FULLY DETAILED BUDGET HERE:</b></p>	image.jpg

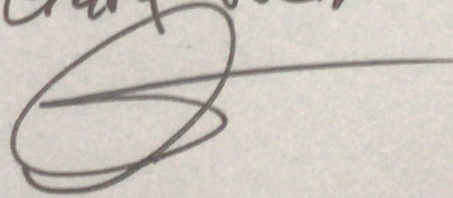
6.2	<p>Comparative Purposes Only Scenario (2): Using Straight Time Hour Rate. Scenario (2) for Boarding Services: Provide an estimate to secure the following single story house with polycarbonate clear boarding. The house has two (2) standard doors measuring 36" by 80" and five (5) windows measuring 36" by 60". Bidder must identify all costs including expenses to be charged for performing the services necessary to accomplish the objectives of the provided scenario. Bidder shall Submit a fully detailed budget including staff costs and any expenses necessary to accomplish the scenario tasks and produce anticipated deliverables as outlined in the scenario. Companies are required to collect and pay Washington state sales tax, if applicable, and must show this in its proposed scenario response. Costs for subcontractors are to be broken out separately and identified as such. <b>UPLOAD FULLY DETAILED BUDGET HERE:</b></p>	image.jpg
6.3	<p>Comparative Purposes Only Scenario (3): Using Straight Time Hour Rate. Scenario (3) for Boarding Repair Services: Provide an estimate to repair a damaged plywood boarding on a first floor window measuring 24" by 36". Bidder must identify all costs including expenses to be charged for performing the services necessary to accomplish the objectives of the provided scenario. Bidder shall Submit a fully detailed budget including staff costs and any expenses necessary to accomplish the scenario tasks and produce anticipated deliverables as outlined in the scenario. Companies are required to collect and pay Washington state sales tax, if applicable, and must show this in its proposed scenario response. Costs for subcontractors are to be broken out separately and identified as such. <b>UPLOAD FULLY DETAILED BUDGET HERE:</b></p>	image.jpg

6.4	<p>Comparative Purposes Only Scenario (4): Using Straight Time Hour Rate. Scenario (4) for Minor Repair Services: Provide an estimate to cover a six (6) sq. ft. opening in a roof with plywood, sealing and adequately securing the plywood to the existing roof to prevent further entry of weather into the structure. Bidder must identify all costs including expenses to be charged for performing the services necessary to accomplish the objectives of the provided scenario. Bidder shall Submit a fully detailed budget including staff costs and any expenses necessary to accomplish the scenario tasks and produce anticipated deliverables as outlined in the scenario. Companies are required to collect and pay Washington state sales tax, if applicable, and must show this in its proposed scenario response. Costs for subcontractors are to be broken out separately and identified as such. UPLOAD FULLY DETAILED BUDGET HERE:</p>	image.jpg
6.5	<p>Comparative Purposes Only. The scenario pricing would not be included in the evaluation unless, prices stated appear significantly uncompetitive and could result in unnecessarily high cost to the City for those products or services.</p>	I acknowledge and agree
<p><b>CERTIFICATION OF COMPLIANCE WITH WAGE PAYMENT STATUS</b></p>		
#1	<p>The Contractor hereby certifies that, within the three-year period immediately preceding the bid solicitation date for this Project, the contractor is not a "willful" violator, as defined in RCW 49.48.082, of any provision of chapters 49.46, 49.48, or 49.52 RCW, as determined by a final and binding citation and notice of assessment issued by the Department of Labor and Industries or through a civil judgment entered by a court of limited or general jurisdiction. I certify (or declare) under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.</p>	I Certify

ADDITIONAL DOCUMENTS BIDDER WOULD LIKE TO UPLOAD		
	1	If you have additional information/documents to submit, upload them here.
	2	If you have additional information/documents to submit, upload them here.
	3	If you have additional information/documents to submit, upload them here.
	4	If you have additional information/documents to submit, upload them here.

To Whom it may concern, I have been  
contracting with the City of Spokane for approx.  
28 + years. To include, Boarding, monitoring, comm-  
ercial remodel, repairs, new construction +  
various other services.

Gary Kent

A stylized handwritten signature, likely of Gary Kent, consisting of a large, loopy 'G' followed by a horizontal line.

Gary

Saw Horses, Cordless drills, Cordless angle  
grinders, Cordless skill saw, Generator, Inverter,  
Pickup Trucks, Hand tools etc. and the  
ability to use them.

Jason Ruffing : jruffing@spokane city .org  
808 W. Spokane Falls Blvd.  
509-290-8410

Brett Gleave : Bbleave@stevenscounty wa.gov  
Steven County Public Works  
185 E. Hawthorne, Colville, Wa 99114  
509-680-4764

Chad Schumacher : masterchad@gmail.com  
643 Goldcreek Ln. Colville, Wa 99114  
509-460-7543

All calls will be directly to me  
at 505-710-8631 with a min. of  
2 hour response

# **BIDDER'S DECLARATION**

The undersigned bidder certifies that it has read and understands the specifications for the above services and agrees to comply with all applicable federal, state and local laws and regulations.

## **QUANTITIES**

Quantities shown are for use as estimates only and are not to be construed as firm or guaranteed. Quantities are estimates only and are given for the purpose of comparing bids on a uniform basis. Quantities shall be bid on a more or less basis. Actual usage may be more or less. Payment would only be made for actual services performed and accepted as per contract terms.

## **SALES TAX**

The City will apply applicable tax to Bidder's response when tabulating bids. Bidders acknowledge the City of Spokane is not a tax exempt entity and is therefore obligated to pay sales tax under Washington State law. Therefore, all submissions will be tabulated with the applicable sales tax rate whether that tax shall be charged through the supplier or paid by the City as use tax.

## **BID OFFER**

The prices listed in this bid proposal is tendered as an offer to furnish all labor, materials, equipment and supervision required to complete the proposed project in strict accordance with the contract documents. The bidder proposes to do the services at the following price:

**July 1, 2025 Through June 30, 2025**

Prices shall be firm throughout the first year of the contract period 7/1/2025 through 6/30/2026. **Excavation, trench, foundation, and/or contract administration, excavation work items must be submitted separately.**

## **RFP 6343-25 Pricing Pages**

Quantities shown on "Pricing Form" are estimates only and are not to be construed as firm or guaranteed. Quantities, which are estimates only and are given for the purpose of comparing bids on a uniform basis. Quantities shall be bid on a more or less basis. Actual usage may be more or less. For evaluation purposes the following estimate hours and rate will be used: 750 hours at Straight Time rate, 50 hours at Overtime Rate, 25 hours at Emergency Rate, and 25 hours Holiday Rate.

The City shall issue payment in the applicable amount set forth on the Pricing Pages for actual services requested, performed and accepted

Bidder To Define What Constitutes "Straight Time Rate"	Any call
--	----------

Bidder To Define What Constitutes "Overtime Rate"	N/A	Annual Estimated Hours More or Less	Hourly Rate	Estimated Extended Cost
Bidder To Define What Constitutes "Emergency Hourly Rate"	N/A	750	\$ 85 <sup>00</sup>	\$ 63750 <sup>00</sup>
Bidder To Define What Constitutes "Holiday Rate"	N/A	50	\$ 85 <sup>00</sup>	\$ 4250 <sup>00</sup>
Bidder To Define What Constitutes "Non-Emergency Travel Cost Per Service"	N/A	25	\$ 85 <sup>00</sup>	\$ 2125 <sup>00</sup>
Bidder To Define What Constitutes "Emergency Travel Cost Per Service"	N/A	25	\$ 85 <sup>00</sup>	\$ 2125 <sup>00</sup>
Description	Annual Estimated Hours More or Less	Hourly Rate	Estimated Extended Cost	
Straight Time Rate	750	\$ 85 <sup>00</sup>	\$ 63750 <sup>00</sup>	
Overtime Rate	50	\$ 85 <sup>00</sup>	\$ 4250 <sup>00</sup>	
Emergency Rate	25	\$ 85 <sup>00</sup>	\$ 2125 <sup>00</sup>	
Holiday Rate	25	\$ 85 <sup>00</sup>	\$ 2125 <sup>00</sup>	
"Non-Emergency" Total Travel Cost To Be Incurred Per Individual Request for Service			\$ 100 <sup>00</sup>	
"Emergency" Total Travel Cost To Be Incurred Per Individual Request for Service to ensure vendor is on site, at applicable location, within 24 hours of request for service.			\$ 100 <sup>00</sup>	
Materials will be charged at a set percentage "markup" over the Vendor's base cost of materials purchased from their suppliers. The percentage "markup up" will remain firm, with no adjustments, during the contract to include any contract renewals. Enter Vendor's Percentage Mark			25 %	Mark Up
Other Costs				
No other costs will be allowed if not listed below.				
List any other cost that could be incurred that is not listed above to be incurred per an individual service request				
OTHER COST DESCRIPTIONS	COST			
N/A	\$			

This Page (Page #19) Must Be Completed and Uploaded Into ProcureWare Via The Question Tab and corresponding question #5.1.

RFQ 6343-25,  
Boarding and Minor Repairs Services

### SUBCONTRACTOR LIST

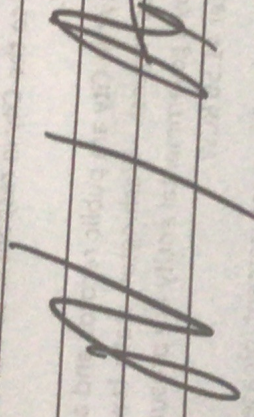
\_\_\_\_\_ NO SUBCONTRACTORS OF Unsecured Properties, Unit Price- Prevailing Wage

\_\_\_\_\_ NO SUBCONTRACTORS WILL BE USED ON THIS PROJECT

CONTRACTOR \_\_\_\_\_

TYPE OF WORK/BID ITEM \_\_\_\_\_  
AMOUNT \_\_\_\_\_

CONTRACTOR'S U.B.I. Number \_\_\_\_\_



CONTRACTOR \_\_\_\_\_

TYPE OF WORK/BID ITEM \_\_\_\_\_  
AMOUNT \_\_\_\_\_

CONTRACTOR'S U.B.I. Number \_\_\_\_\_

CONTRACTOR \_\_\_\_\_

TYPE OF WORK/BID ITEM \_\_\_\_\_  
AMOUNT \_\_\_\_\_

CONTRACTOR'S U.B.I. Number \_\_\_\_\_

CONTRACTOR \_\_\_\_\_

TYPE OF WORK/BID ITEM \_\_\_\_\_  
AMOUNT \_\_\_\_\_

CONTRACTOR'S U.B.I. Number \_\_\_\_\_

#1

10 ea 1/2 plywood	\$28 <sup>00</sup>	280 <sup>00</sup>
1 ea misc Fastners		26 <sup>00</sup>
1 ea equipment maintenance		100 <sup>00</sup>
1 ea Disposal Fee		15 <sup>86</sup>
6 ea Hours Labor	85 <sup>00</sup>	510 <sup>00</sup>
		<u>931<sup>86</sup></u>
	Tax	83 <sup>87</sup>
	Total \$	1015 <sup>73</sup>

#2

7 ea 1/4 poly carbonate	120 <sup>00</sup>	840 <sup>00</sup>
1 ea misc Fastners		54 <sup>00</sup>
1 ea equipment maintenance		100 <sup>00</sup>
1 ea Disposal Fee		15 <sup>86</sup>
6 ea Hours Labor	85 <sup>00</sup>	510 <sup>00</sup>
		<u>1519<sup>86</sup></u>
	Tax	136 <sup>79</sup>
	Total \$	1656 <sup>65</sup>

#3

1 ea 1/2 4x8 plywood	14 <sup>00</sup>	
1 ea misc Fastners	8 <sup>98</sup>	
1 ea equipment maintenance	100 <sup>00</sup>	
4 ea Hours Labor	85 <sup>00</sup>	340 <sup>00</sup>
		<u>462<sup>98</sup></u>
	Tax	41 <sup>67</sup>
	Total \$	504 <sup>65</sup>

#4 Same as Scenario #3

License Information:

[New search](#) [Back to results](#)

Entity name: NORTH COUNTRY SERVICES, LLC

Business name: NORTH COUNTRY SERVICES

Entity type: [Limited Liability Company](#)

UBI #: 604-379-923

Business ID: 001

Location ID: 0001

Location: Active

Location address: 1157 W PINEBLUFF RD  
KETTLE FALLS WA 99141-8673

Mailing address: 1157 W PINEBLUFF RD  
KETTLE FALLS WA 99141-8673

Excise tax and reseller permit status: [Click here](#)

Secretary of State information: [Click here](#)

Endorsements

Endorsements held at this location	License #	Count	Details	Status	Expiration date	First issuance date
<a href="#">Spokane General Business - Non-Resident</a>				Active	Jan-31-2026	Jan-22-2019

Owners and officers on file with the Department of Revenue

Owners and officers	Title
KENT, DEVIN	
KENT, GARY	

Registered Trade Names

Registered trade names	Status	First issued
NORTH COUNTRY SERVICES	Active	Jan-15-2019



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

04/21/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b>  <b>All Lines Insurance dba All Lines Associates, Inc.</b> <b>6404 N Monroe St</b> <b>Spokane, WA 99208-4122</b>	<b>CONTACT NAME:</b> Chris Roberts <b>PHONE (A/C, No. Ext):</b> (509)327-1658 <b>E-MAIL ADDRESS:</b> Chris@AllLinesInsure.com <b>FAX (A/C, No):</b> (509)326-5567
<b>INSURED</b>  <b>North Country Services LLC</b> <b>1157 W Pine Bluff Rd</b> <b>Kettle Falls, WA 99141</b>	<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> Continental Casualty Company <b>INSURER B:</b> United Financial Casualty Company <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>
	<b>NAIC #</b> <b>11770</b>

**COVERAGES****CERTIFICATE NUMBER: 00039003-0****REVISION NUMBER: 13**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		C6987425800	01/29/2025	01/29/2026	EACH OCCURRENCE \$ <b>1,000,000</b> DAMAGE TO RENTED PREMISES (Ea occurrence) \$ <b>100,000</b> MED EXP (Any one person) \$ <b>5,000</b> PERSONAL & ADV INJURY \$ <b>1,000,000</b> GENERAL AGGREGATE \$ <b>2,000,000</b> PRODUCTS - COMP/OP AGG \$ <b>2,000,000</b>
B	<input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			00618562-0	07/03/2024	07/03/2025	COMBINED SINGLE LIMIT (Ea accident) \$ <b>1,000,000</b> BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N <input type="checkbox"/>	N / A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

**Listed as Additional Insured****CERTIFICATE HOLDER****CANCELLATION**

<b>City of Spokane</b> <b>808 W Spokane Falls Blvd</b> <b>Spokane, WA 99201</b>	<b>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.</b>  <b>AUTHORIZED REPRESENTATIVE</b>  <b>(CMR)</b>
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**From:** Bartleson, Andrew (LNI)  
**Sent:** Tuesday, March 18, 2025 11:16 AM  
**To:** [rrinderle@spokane.city.org](mailto:rrinderle@spokane.city.org)  
**Subject:** WA L&I - North Country Services

Hello Rick,

I received your voicemail, thank you for providing the business details so I can review the information before calling back.

So, North Country Services LLC (UBI# 604 379 923) does not have a workers' compensation account as you noted. There is no requirement for a business to have a workers' compensation account when they do not have workers. If Gary and Devin Kent are the only individuals providing labor, then they do not need an account. If anyone else provides labor benefitting the business, then they would need an account, and they would be required to record and report worker hours. However, I do not see any site visits, injury claims, or any other indication the business has unreported covered workers. If you are aware of the business having workers on the jobsite, then I would advise not hiring the business until they open an account.

1

---

I'm going to presume this is a public works project. If the business did use the labor of covered workers during a public works project and an audit was initiated, then the department would seek to collect the premiums due from the city. The city would then be entitled to withhold that amount from the contractor's payment. Here is a link to the RCW related to "Prime Contractor Liability" (including work done for a public entity).  
[RCW 51.12.070: Work done by contract—Subcontractors—Nonemergency transportation brokers.](#)

I'll give you a call in a moment, but I wanted to ensure you had the relevant information available.  
Sincerely,

**Andrew Bartleson: Field Auditor**  
901 N Monroe Street Suite 100  
Spokane, WA 99201  
PH: (509) 324-2580  
FAX: (509) 324-2636  
Email: [baao235@lni.wa.gov](mailto:baao235@lni.wa.gov)

**Agenda Sheet for City Council:****Committee:** Urban Experience **Date:** 06/09/2025**Committee Agenda type:** Discussion**Date Rec'd**

6/4/2025

**Clerk's File #**

RES 2025-0047

**Cross Ref #**

RES 2025-0026

**Project #****Council Meeting Date:** 06/30/2025**Submitting Dept**

PARKS &amp; RECREATION

**Bid #****Contact Name/Phone**

NICK HAMAD 509-363-5452

**Requisition #****Contact E-Mail**

NHAMAD@SPOKANECITY.ORG

**Agenda Item Type**

Resolutions

**Council Sponsor(s)**

BWILKERSON ZZAPPONE

**Sponsoring at Administrators Request**

NO

**Lease?** NO**Grant Related?** NO**Public Works?** NO**Agenda Item Name**

1400 RESOLUTION REGARDING FOR/AGAINST COMMITTEE MEMBER

**Agenda Wording**

This agenda item discusses appointments to for and against committees for the citywide park improvement and safety levy on the November 4, 2025 election.

**Summary (Background)**

City council adopted resolution 2025-0026 on May 5, 2025 requesting the Spokane County Auditor hold a special election on November 4, 2025 in conjunction with the scheduled general election for the purpose of submitting to the voters a measure proposing an increase in the regular property tax levy for Citywide Park Improvements and Safety for a twenty year period in 2026. This action appoints individuals to committees to prepare arguments in favor of and in opposition to the citywide park levy proposition as well as rebuttal statements, consistent with SMC 01.07.010 and the Spokane County's Administrative rules.

**What impacts would the proposal have on historically excluded communities?**

No impacts associated with this action have been identified.

**How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?**

No data regarding the socioeconomic status, gender, or other demographics is being collected on applicants expressing interest associated with this action.

**How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution?**

This action is required by SMC 01.07.010 & Spokane County Administrative rules. No data regarding the effectiveness of this action will be gathered.

**Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?**

This action is required by SMC 01.07.010 & Spokane County Administrative rules.

**Council Subcommittee Review**

Not reviewed by subcommittee.

<b>Fiscal Impact</b>			
Approved in Current Year Budget?		N/A	
Total Cost	\$		
Current Year Cost	\$		
Subsequent Year(s) Cost	\$		
<b><u>Narrative</u></b>			
<b>Amount</b>		<b>Budget Account</b>	
Select	\$	#	
Select	\$	#	
Select	\$	#	
Select	\$	#	
Select	\$	#	
Select	\$	#	
<b>Funding Source</b>		N/A	
<b>Funding Source Type</b>		Select	
<b>Is this funding source sustainable for future years, months, etc?</b>			
<b>Expense Occurrence</b>		N/A	
<b>Other budget impacts (revenue generating, match requirements, etc.)</b>			
<b>Approvals</b>		<b>Additional Approvals</b>	
<b><u>Dept Head</u></b>	CONLEY, JASON K.		
<b><u>Division Director</u></b>			
<b><u>Accounting Manager</u></b>			
<b><u>Legal</u></b>	KAPAUN, MEGAN		
<b><u>For the Mayor</u></b>			
<b>Distribution List</b>			
		nhamad@spokanecity.org	
gjones@spokanecity.org		mkapaun@spokanecity.org	
fdickson@spokanecity.org			

## **RESOLUTION NO. 2025 - 0047**

A resolution updating the appointments of for and against committee members relating to Proposition No. 1 on the November 4, 2025, general election ballot regarding a proposed increase in the regular property tax levy for Citywide Park Improvements and Safety for a twenty-year period beginning in 2026.

**WHEREAS**, the City Council approved Resolution No. 2025-0026 on May 5, 2025, requesting the Spokane County Auditor hold a special election on November 4, 2025, in conjunction with the scheduled general election for the purpose of submitting to the voters a measure proposing an increase in the regular property tax levy for Citywide Park Improvements and Safety for a twenty-year period beginning in 2026; and

**WHEREAS**, pursuant to RCW 29A.32.280, SMC 01.07.010 and the Spokane County Local Voters' Pamphlet -- Administrative Rules for Jurisdictions, the City Council shall appoint committees to prepare statements both for and against the ballot measure; and

**WHEREAS**, on May 30, 2025 the City Council issued an advertisement seeking applicants for pro and con committees to prepare arguments in favor of and in opposition to the Citywide Park Improvement and Safety Levy; and

**WHEREAS**, the requested deadline for responding to the application for pro and con committees is June 13, 2025; and

**NOW, THEREFORE, BE IT RESOLVED** that the City Council appoints the following members to the for and against committees to prepare arguments in favor of and in opposition to Proposition No. 1 as well as rebuttal statements, consistent with SMC 01.07.010 and the Spokane County's Administrative Rules, to be voted on at the November 4, 2025 special election. The For/Against Committee Membership Appointment Form as provided for by the Spokane County Elections Department shall be attached to this resolution.

### **Proposition No. 1 Committee:**

- 1.
- 2.
- 3.

### **Proposition No. 1 Against Committee:**

- 1.
- 2.
- 3.

**BE IT FURTHER RESOLVED** that the City Clerk is directed to deliver a certified copy of this resolution to the Spokane County Auditor no later than August 5, 2025.

ADOPTED by the City Council \_\_\_\_\_, 2025.

\_\_\_\_\_  
City Clerk

Approved as to form:

\_\_\_\_\_  
Assistant City Attorney

**Agenda Sheet for City Council:****Committee:** Urban Experience **Date:** 06/09/2025**Committee Agenda type:** Discussion**Date Rec'd**

6/4/2025

**Clerk's File #**

ORD C36716

**Cross Ref #****Project #****Council Meeting Date:** 06/30/2025**Submitting Dept**

CITY COUNCIL

**Bid #****Contact Name/Phone**

CANDI DAVIS 625-6719

**Requisition #****Contact E-Mail**

CLDAVIS@SPOKANECITY.ORG

**Agenda Item Type**

Final Reading Ordinance

**Council Sponsor(s)**

JBINGLE

**Sponsoring at Administrators Request**

NO

**Lease?** NO**Grant Related?** NO**Public Works?** NO**Agenda Item Name**

0320 ORDINANCE RELATING TO AMENDMENTS OF TITLE 18 &amp; HUMAN RIGHTS

**Agenda Wording**

An ordinance expanding the duties of the Spokane Human Rights Commission to include automatic review of proposed changes to Title 18 of the Spokane Municipal Code and related provisions

**Summary (Background)**

The City established the Spokane Human Rights Commission in 1992 with the stated purpose of advising and making recommendations to the Spokane City Council on issues concerning human rights and discrimination as well as the implementation of the programs consistent with the needs of all residents. One of the specific powers and duties of the Spokane Human Rights Commission identified in SMC 04.10.040 is to "make recommendations for public policy relating to human rights." To fulfill the spirit of the purpose of the Spokane Human Rights Commission and their powers and duties, it is necessary to confirm, in the municipal code, that the duties of the Spokane Human Rights Commission include review of any proposed ordinances amending Title 18 of the Spokane Municipal Code and other provisions relating to discriminatory practices.

**What impacts would the proposal have on historically excluded communities?**

The core mission of the SHRC is to ensure that city policies and practices do not have a disparate impact on historically marginalized communities. While the SHRC regularly provides policy recommendations to the City Council, it often does not have an opportunity to review legislation before the council takes it under consideration, especially legislation affecting the core principles articulated in Title 18. .

**How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?**

No specific data collection is triggered by this ordinance, but rather this is a procedural change intended to ensure the SHRC has an opportunity to fulfill its mission to advise council on matters affecting historically marginalized communities.

**How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution?**

See response above.

**Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?**

The ordinance ensures the spirit of the enabling ordinance creating the SHRC in 1992 is satisfied by a procedural change that guarantees it has a voice in significant legislation.

**Council Subcommittee Review**

Not yet reviewed by equity subcommittee or SHRC.

<b>Fiscal Impact</b>			
Approved in Current Year Budget?		N/A	
Total Cost	\$		
Current Year Cost	\$		
Subsequent Year(s) Cost	\$		
<b><u>Narrative</u></b>			
N/A			
<b>Amount</b>		<b>Budget Account</b>	
Select	\$	#	
Select	\$	#	
Select	\$	#	
Select	\$	#	
Select	\$	#	
Select	\$	#	
<b>Funding Source</b>		N/A	
<b>Funding Source Type</b>		Select	
<b>Is this funding source sustainable for future years, months, etc?</b>			
<b>Expense Occurrence</b>			
<b>Other budget impacts (revenue generating, match requirements, etc.)</b>			
<b>Approvals</b>		<b>Additional Approvals</b>	
<b><u>Dept Head</u></b>			
<b><u>Division Director</u></b>			
<b><u>Accounting Manager</u></b>	BUSTOS, KIM		
<b><u>Legal</u></b>	SCHOEDEL, ELIZABETH		
<b><u>For the Mayor</u></b>			
<b>Distribution List</b>			

## **ORDINANCE NO. C36716**

An ordinance expanding the duties of the Spokane Human Rights Commission to include automatic review of proposed changes to Title 18 of the Spokane Municipal Code and related provisions.

WHEREAS the City of Spokane established the Spokane Human Rights Commission by ordinance C30424 in 1992 with the stated purpose of advising and making recommendations to the Spokane City Council on issues concerning human rights and discrimination as well as the implementation of the programs consistent with the needs of all residents; and

WHEREAS one of the specific powers and duties of the Spokane Human Rights Commission identified in SMC 04.10.040 is to “make recommendations for public policy relating to human rights” and;

WHEREAS in order to fulfill the spirit of the purpose of the Spokane Human Rights Commission and their powers and duties, the City Council desires to amend the duties of the Spokane Human Rights Commission to include automatic review of any proposed ordinances amending Title 18 of the Spokane Municipal Code and other provisions relating to discriminatory practices; and

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

**Section 1.** That section 04.10.010 of the Spokane Municipal Code is amended to read as follows:

### **Section 04.10.010 Purpose**

The human rights commission advises and makes recommendations to the city council regarding issues related to human rights and unjust discrimination and the implementation of programs consistent with the needs of all residents of the City of Spokane. The commission shall review all proposed ordinances modifying or expanding the provisions of Title 18 of the Spokane Municipal Code, as well as other provisions of the Spokane Municipal Code that regulate discriminatory practices and claims.

**Section 2.** That section 04.10.040 of the Spokane Municipal Code is amended to read as follows:

### **Section 04.10.040 Duties and Functions**

The commission has the power and duty to:

- A. adopt rules;
- B. hold regular public meetings and keep a written record of its proceedings which is a public record;
- C. serve as a complaint channel to which human rights grievances of all types can be reported;
- D. maintain statistical data on incidents of human rights violations and make appropriate recommendations for correction;
- E. conduct public hearings to receive citizen concerns about issues relating to human rights;
- F. conduct and arrange for surveys, studies, and polls to factually determine problem areas and perceptions;
- G. provide conflict management and dispute resolution services such as conciliation and mediation;
- H. provide and arrange for victim assistance and support groups;
- ((A)) I. convene and develop work groups such as sub-committees, ad hoc committees, task forces, and coalitions consisting of concerned organizations, agencies, and individuals to achieve coordinated focus on priority problem areas;
- J. provide and develop community education projects such as conferences, forums, and workshops in collaboration and co-sponsorship with organizations and other agencies;
- K. conduct diversity training programs for public and private employers, citizen groups and agencies;
- L. create a speaker's bureau to address cultural diversity issues;
- M. publish a periodic newsletter on current events and special reports on studies and related findings and recommendations;
- N. develop a mass media program consisting of the appropriate use of press releases, press conferences, public service announcements, and production;
- O. make recommendations for public policy relating to human rights;
- P. issue quarterly reports to the City Council concerning the number of complaints received by the City, the number and type of complaints referred to other entities

by the name of the entity, the number of complaints dismissed by the City without either investigation or referral, the number of complaints referred by the City to mediation and the number and type of results of those mediations, the number of complaints referred to the City Prosecutor and the resulting outcomes, and any other actions which the City Council determines to be helpful, provided that in no event will such reports contain personally-identifying information; and

Q. issue an annual report to the mayor and city council on the health of human rights along with achievements for the past year and goals for the coming year; and

R. provide guidance for the city's anti-discrimination efforts without limitation, including federal Title VI compliance efforts ((-)) ; and

S. Review and comment on proposed amendments to Title 18 of the Spokane as well as other provisions of the Spokane Municipal Code that regulate discriminatory practices and claims, prior to council committee review and final council action on said proposed ordinances.

**Section 3.** Severability. If any section, subsection, sentence, clause, phrase or word of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality thereof shall not affect the validity or constitutionality of any other section, subsection, sentence, clause, phrase or word of this ordinance.

**Section 4.** Clerical Errors. Upon approval by the city attorney, the city clerk is authorized to make necessary corrections to this ordinance, including scrivener's errors or clerical mistakes; references to other local, state, or federal laws, rules, or regulations; or numbering or referencing of ordinances or their sections and subsections.

**PASSED** by the City Council on \_\_\_\_\_.

\_\_\_\_\_  
Council President

Attest:

Approved as to form:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Assistant City Attorney

---

Mayor

---

Date

---

Effective Date

**Agenda Sheet for City Council:****Committee:** Urban Experience **Date:** 06/09/2025**Committee Agenda type:** Discussion**Date Rec'd**

6/2/2025

**Clerk's File #**

ORD C36713

**Cross Ref #****Project #****Council Meeting Date:** 06/30/2025**Submitting Dept**

MAYOR

**Bid #****Contact Name/Phone**

ADAM 6779

**Requisition #****Contact E-Mail**

AMCDANIEL@SPOKANECITY.ORG

**Agenda Item Type**

First Reading Ordinance

**Council Sponsor(s)**

ZZAPPONE

**Sponsoring at Administrators Request**

NO

**Lease?** NO**Grant Related?** NO**Public Works?** NO**Agenda Item Name**

0520 DESIGNATED FESTIVAL STREETS ORDINANCE

**Agenda Wording**

An ordinance relating to designated festival streets; adopting a new Section 12.08.060 to the Spokane Municipal Code.

**Summary (Background)**

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

**What impacts would the proposal have on historically excluded communities?**

N/A

**How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?**

N/A

**How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution?**

N/A

**Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?**

N/A

**Council Subcommittee Review**

--

<b>Fiscal Impact</b>			
Approved in Current Year Budget?		N/A	
Total Cost	\$		
Current Year Cost	\$		
Subsequent Year(s) Cost	\$		
<b><u>Narrative</u></b>			
<b>Amount</b>		<b>Budget Account</b>	
Select	\$	#	
Select	\$	#	
Select	\$	#	
Select	\$	#	
Select	\$	#	
Select	\$	#	
<b>Funding Source</b>		N/A	
<b>Funding Source Type</b>		Select	
<b>Is this funding source sustainable for future years, months, etc?</b>			
<b>Expense Occurrence</b>		N/A	
<b>Other budget impacts (revenue generating, match requirements, etc.)</b>			
<b>Approvals</b>		<b>Additional Approvals</b>	
<b><u>Dept Head</u></b>	SCOTT, ALEXANDER		
<b><u>Division Director</u></b>			
<b><u>Accounting Manager</u></b>	BUSTOS, KIM		
<b><u>Legal</u></b>	SCHOEDEL, ELIZABETH		
<b><u>For the Mayor</u></b>	PICCOLO, MIKE		
<b>Distribution List</b>			
		amcdaniel@spokanecity.org	

## ORDINANCE NO. C36713

An ordinance relating to designated festival streets; adopting a new Section 12.08.060 to the Spokane Municipal Code.

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

**WHEREAS**, the City's Comprehensive Plan calls for the City to "support celebrations that enhance the community's identity and sense of place"; and

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

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

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

**Section 1.** That there is adopted a new Section 12.08.060 of the Spokane Municipal Code to read as follows:

### **Section 12.08.060 Festival Streets Designated**

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

<b>Street</b>	<b>Direction</b>
Garland Avenue	from Monroe Street to Post Street
Howard Street	from the entrance of Riverfront Park to Cataldo Avenue
Howard Street	from Riverside Avenue to Main Avenue
Lincoln Street	from Garland Avenue to Walton Avenue
Main Avenue	from Browne Street to Division Street
Main Avenue	from Lincoln Street to Wall Street
Manito Boulevard	from Manito Park to Division Street

Market Street	from Broad Avenue to Bismark Avenue
Perry Street	from 9 <sup>th</sup> Avenue to 12 <sup>th</sup> Avenue
Post Street	from Sprague Avenue to Main Avenue
Post Street Bridge	from Spokane Falls Boulevard to Lincoln Street and Bridge Avenue
Pacific Avenue	from Chestnut Street to Elm Street
Spokane Falls Boulevard	From Lincoln Street to Monroe Street
Spokane Falls Boulevard	from Post Street to Wall Street
Summit Parkway	from Jefferson Lane to Cedar Street
Wall Street	from Main Avenue to Spokane Falls Boulevard

C. Nothing in this section shall be construed to require the City to permit any special event or the closure of any designated festival street.

D. City staff shall develop policies and procedures to standardize the temporary closure of festival streets, including but not limited to coordination with Spokane Transit Authority.

PASSED by the City Council on \_\_\_\_\_

\_\_\_\_\_  
Council President

Attest:

Approved as to form:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
City Attorney

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Effective Date

**Agenda Sheet for City Council:****Committee:** Urban Experience **Date:** 06/09/2025**Committee Agenda type:** Discussion**Date Rec'd**

6/4/2025

**Clerk's File #**

ORD C36714

**Cross Ref #****Project #****Council Meeting Date:** 06/30/2025**Submitting Dept**

OFFICE OF CIVIL RIGHTS, EQUITY &amp;

**Contact Name/Phone**

JERRALL 6729

**Contact E-Mail**

JHAYNES@SPOKANECITY.ORG

**Agenda Item Type**

Special Budget Ordinance

**Council Sponsor(s)**

KKLITZKE

**Sponsoring at Administrators Request**

NO

**Lease?** NO**Grant Related?** NO**Public Works?** NO**Agenda Item Name**

0480 SBO FOR MUNICIPAL COURT IMPROVEMENTS

**Agenda Wording**

This funding will be used to upgrade the assisted listening devices in Municipal Court. Without these upgrades, they will fall out of compliance with ADA requirements.

**Summary (Background)**

Salary savings has accumulated from Office of Civil Rights, Equity, and Inclusion from two vacancies. Executive Assistant was recently reclassified to Office Clerk Assistant and has never been filled. Program Professional was filled for approximately four months in 2024 but has been vacant all of 2025.

**What impacts would the proposal have on historically excluded communities?**

**How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?**

**How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution?**

**Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?**

**Council Subcommittee Review**

<b>Fiscal Impact</b>			
Approved in Current Year Budget?    NO			
Total Cost		\$ 16,065	
Current Year Cost		\$ 16,065	
Subsequent Year(s) Cost		\$	
<b><u>Narrative</u></b>			
<b>Amount</b>		<b>Budget Account</b>	
Expense	\$ -16,065	#	0480-30102-57200-51001-99999
Expense	\$ 16,065	#	0480-30102-97183-80101-99999
Revenue	\$ 16,065	#	5900-71300-99999-39710-89007
Expense	\$ 16,065	#	5900-71300-18300-54802-89007
Select	\$	#	
Select	\$	#	
<b>Funding Source</b>		One-Time	
<b>Funding Source Type</b>		Reallocation	
<b>Is this funding source sustainable for future years, months, etc?</b>			
No, one time funding from General Fund salary savings into Facilities Maintenance to cover one time charge.			
<b>Expense Occurrence</b>		One-Time	
<b>Other budget impacts (revenue generating, match requirements, etc.)</b>			
None			
<b>Approvals</b>		<b>Additional Approvals</b>	
<u>Dept Head</u>		<u>MANAGEMENT &amp;</u>	STRATTON, JESSICA
<u>Division Director</u>			
<u>Accounting Manager</u>			
<u>Legal</u>			
<u>For the Mayor</u>			
<b>Distribution List</b>			
		jhaynes@spokanecity.org	

## SBO Request

### Urban Experience Committee

<b>Committee Date</b>	June 9, 2025
<b>Submitting Department</b>	Office of Civil Rights, Equity & Inclusion (OCREI) / Municipal Courts
<b>Fund to Receive Budget</b> (if different from submitting dept)	Municipal Court via Facilities
<b>Contact Name</b>	Jerrall Haynes, x6729
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Discussion    Time Requested: 5min
<b>Agenda Item Name</b>	Special Budget Ordinance – Salary Savings from Civil Rights to Facilities for Municipal Court improvements
<b>Grant Item</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, this SBO should be submitted to the same agenda as the acceptance.
<b>Why is this budget adjustment urgent and can't wait until the mid-biennium modification period?</b>	This money will be used to upgrade the assisted listening devices in Municipal Court. Without these upgrades, they will fall out of compliance with ADA requirements.  Salary savings has accumulated from Office of Civil Rights, Equity, and Inclusion from two vacancies. Executive Assistant was recently reclassified to Office Clerk Assistant and has never been filled. Program Professional was filled for approximately four months in 2024 but has been vacant all of 2025.
<b>What are the budget codes? (Accountant-provided)</b>	OCREI – Base Wages (salary savings): 0480-30102-57200-51001-99999 Operating Transfer Out to Facilities – 0480-30102-97183-80101-99999 Operating Transfer In from GF – 5900-71300-99999-39710-89007 Municipal Courts: 5900-71300-18300-54802-89007
<b>Fiscal Impact</b> Revenue: <a href="#">Click or tap here to enter text.</a> Appropriation: <u>\$16,065</u>  <b>Funding Source</b> <input checked="" type="checkbox"/> One-time <input type="checkbox"/> Recurring Specify funding source: Reallocation Is this funding source sustainable for future years, months, etc? No, one time funding from General Fund salary savings into Facilities Maintenance to cover one time charge  <b>Expense Occurrence</b> <input checked="" type="checkbox"/> One-time <input type="checkbox"/> Recurring <input type="checkbox"/> N/A  Other budget impacts: (FTE related?) None	

ORDINANCE NO C36714

AMENDING ORDINANCE NO. C36626, ENTITLED IN PART, "AN ORDINANCE ADOPTING A BIENNIAL BUDGET FOR THE CITY OF SPOKANE", AND AMENDING IT TO TRANSFER FUNDING FROM OFFICE OF CIVIL RIGHTS, EQUITY, AND INCLUSION TO MUNICIPAL COURT FOR BUILDING REPAIRS AND MAINTENANCE, AND DECLARING AN EMERGENCY.

WHEREAS, subsequent to the adoption of the biennial budget Ordinance No. C36626, as above entitled in part, and which passed the City Council December 9, 2024, it is necessary to make changes in the appropriations of the General Fund and Facilities Management Fund, which changes could not have been anticipated or known at the time of making such budget ordinance; and

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

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

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

- 1) Decrease appropriation by \$16,065.
  - A) Of the decreased appropriation, \$16,065 is removed solely from base wages.
- 2) Increase appropriation by \$16,065.
  - A) Of the increased appropriation, \$16,065 is provided solely for an operating transfer-out to the Facilities Management Fund.

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

- 1) Increase revenue by \$16,065.
  - A) Of the increased revenue, \$16,065 is provided solely for an operating transfer-in from the General Fund.
- 2) Increase appropriation by \$16,065.
  - A) Of the increased appropriation, \$16,065 is provided solely for building repairs and maintenance.

Section 3. It is, therefore, by the City Council declared that an urgency and emergency exists for making the changes set forth herein, such urgency and emergency arising from the need to transfer funding to Facilities for Municipal Court building repairs and maintenance, and because of such need, an urgency and emergency exists for the passage of this ordinance, and also, because the same makes an appropriation, it shall take effect and be in force immediately upon its passage.

Passed by the City Council on \_\_\_\_\_

\_\_\_\_\_  
Council President

Attest:

Approved as to form:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
City Attorney

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Effective Date



## **Agenda Sheet for City Council:**

**Committee:** Urban Experience **Date:** 06/09/2025

**Committee Agenda type:** Information Only

**Date Rec'd**

1/24/2025

**Clerk's File #**

**Cross Ref #**

**Project #**

**Council Meeting Date:**

**Submitting Dept**

DEVELOPMENT SERVICES CENTER

**Bid #**

**Contact Name/Phone**

TAMI 6157

**Requisition #**

**Contact E-Mail**

TPALMQUIST@SPOKANECITY.ORG

**Agenda Item Type**

Information Only - Committee

**Council Sponsor(s)**

JBINGLE LNAVARRETE

**Sponsoring at Administrators Request**

NO

**Lease?** NO

**Grant Related?** NO

**Public Works?**

**Agenda Item Name**

4700 - MONTHLY PERMIT REPORT

### **Agenda Wording**

Presentation of current permit information for Development Services Center

### **Summary (Background)**

Presentation of current permit information for Development Services Center, including: (All stats are year-to-date through the end of the prior month.) - Total Building Permits Issued - Total Residential Units Issued Multi-Family Housing Units Single-Family Residences Duplexes ADUs - Housing in the Pipeline In Plan Review Scheduled for Pre-Development Multi-Family Tax Exemption Conditional Contracts - Largest Construction Valuation Projects This Year

**What impacts would the proposal have on historically excluded communities?**

**How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?**

**How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution?**

**Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?**

**Council Subcommittee Review**

<b>Fiscal Impact</b>			
Approved in Current Year Budget?		N/A	
Total Cost	\$		
Current Year Cost	\$		
Subsequent Year(s) Cost	\$		
<b><u>Narrative</u></b>			
<b>Amount</b>		<b>Budget Account</b>	
Select	\$	#	
Select	\$	#	
Select	\$	#	
Select	\$	#	
Select	\$	#	
Select	\$	#	
<b>Funding Source</b>		N/A	
<b>Funding Source Type</b>		Select	
<b>Is this funding source sustainable for future years, months, etc?</b>			
<b>Expense Occurrence</b>		N/A	
<b>Other budget impacts (revenue generating, match requirements, etc.)</b>			
<b>Approvals</b>		<b>Additional Approvals</b>	
<u>Dept Head</u>			
<u>Division Director</u>			
<u>Accounting Manager</u>			
<u>Legal</u>			
<u>For the Mayor</u>			
<b>Distribution List</b>			
		tpalmquist@spokanecity.org	
akiehn@spokanecity.org			



## **Agenda Sheet for City Council:**

**Committee:** Urban Experience **Date:** 06/09/2025

**Committee Agenda type:** Discussion

**Date Rec'd**

6/4/2025

**Clerk's File #**

ORD C36715

**Cross Ref #**

**Project #**

**Council Meeting Date:** 06/30/2025

**Submitting Dept**

CITY COUNCIL

**Bid #**

**Contact Name/Phone**

VIRGINIA 564-1914

**Requisition #**

**Contact E-Mail**

VRAMOS@SPOKANECITY.ORG

**Agenda Item Type**

First Reading Ordinance

**Council Sponsor(s)**

PDILLON MCATHCART

**Sponsoring at Administrators Request**

NO

**Lease?** NO

**Grant Related?** NO

**Public Works?** NO

**Agenda Item Name**

0320 ORDINANCE CREATING PROCESS FOR HONORARY NAMING OF STREETS

### **Agenda Wording**

An Ordinance of the City of Spokane establishing an Honorary Roadway Naming program and enacting a new chapter 12.14 to Title 12 of the Spokane Municipal Code.

### **Summary (Background)**

An ordinance adopting a process to submit an application for the creation of an honorary roadway and sign. This is an opportunity for current or former City of Spokane residents who have made significant contributions to the City, State or the USA, to be recognized and honored.

**What impacts would the proposal have on historically excluded communities?**

There should be no impacts to historically excluded communities. The honorary roadway naming ordinance will accept applications from any individual or organization, and will be open to nominations regarding individuals of all backgrounds and ethnicities.

**How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?**

There is no specific requirement in the ordinance to report on the program or its effects, but records will be kept of all applications as required by public records law and city records retention practices.

**How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution?**

See above. There is no specific requirement in the ordinance to report on the program or its effects, but records will be kept of all applications as required by public records law and city records retention practices.

**Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?**

None identified. However, the program is consistent with City policies and practices relating to naming of monuments and city property, including Title 18.10.

**Council Subcommittee Review**

Not applicable

<b>Fiscal Impact</b>			
Approved in Current Year Budget?    N/A			
Total Cost		\$	
Current Year Cost		\$	
Subsequent Year(s) Cost		\$	
<b><u>Narrative</u></b>			
Costs of administering program and installation of honorary signage are expected to be recouped from program applicants.			
<b><u>Amount</u></b>		<b><u>Budget Account</u></b>	
Select	\$	#	
Select	\$	#	
Select	\$	#	
Select	\$	#	
Select	\$	#	
Select	\$	#	
<b><u>Funding Source</u></b>		N/A	
<b><u>Funding Source Type</u></b>		Program Revenue	
<b>Is this funding source sustainable for future years, months, etc?</b>			
<b><u>Expense Occurrence</u></b>			
<b>Other budget impacts (revenue generating, match requirements, etc.)</b>			
<b><u>Approvals</u></b>		<b><u>Additional Approvals</u></b>	
<b><u>Dept Head</u></b>			
<b><u>Division Director</u></b>			
<b><u>Accounting Manager</u></b>	BUSTOS, KIM		
<b><u>Legal</u></b>	SCHOEDEL, ELIZABETH		
<b><u>For the Mayor</u></b>			
<b><u>Distribution List</u></b>			

**ORDINANCE NO. \_\_\_\_\_**

An Ordinance of the City of Spokane establishing an Honorary Roadway Naming program and enacting a new chapter 12.14 to Title 12 of the Spokane Municipal Code.

**WHEREAS**, honorary roadway signs provide an opportunity to recognize current or former Spokane residents who have made significant contributions to the City, State of Washington, or the United States of America, and to honor significant community events; and

**WHEREAS**, honorary roadway names have been applied successfully in other communities; and

**WHEREAS**, the concept of establishing honorary roadway names in addition to legal street names serves the stated purpose of recognizing individuals from the City; and

**WHEREAS**, the proposed honorary roadway names program supplements the permanent street name procedures and does not change any permanent street name designation, nor does it require residents and businesses fronting on the street to change their address, and therefore it does not implicate the requirement for Plan Commission review under Section 128 of the Spokane City Charter; and

**WHEREAS**, Spokane currently allows citizens to request a change to the official name of a city roadway; however, the City Council may determine if the change is an honorary designation or a permanent name change; and

**WHEREAS**, the City Council has developed specific criteria and parameters required for an honorary roadway designation to be made;

**NOW, THEREFORE**, the City of Spokane does ordain as follows:

**Section 1.** That there is enacted a new chapter 12.14 of the Spokane Municipal Code to read as follows:

**Chapter 12.14      Honorary Naming of Roadways**

**Section 12.14.010 Purpose, Goals, and Intent**

**Section 12.14.020 Applicability**

**Section 12.14.030 Definitions**

**Section 12.14.040 Administration**

## **Section 12.14.050 Honorary Roadway Application and Guidelines**

## **Section 12.14.060 Signage of Honorary Roadways**

## **Section 12.14.010 Purpose, Goals, and Intent**

- A. The purpose and intent of this chapter is to establish a uniform method for honorary roadway naming for streets in the City of Spokane.
- B. The goals of this chapter are as follows:
  - 1. To provide for a process to recognize current or former Spokane residents who have made significant contributions to the City of Spokane, State of Washington or the United States of America.
  - 2. To ensure that roadway name designations are “honorary” and at the discretion of the Spokane City Council.
  - 3. To ensure that roadways continue to retain their official name and remain easily identifiable, and to prevent confusion between official roadway names and honorary names.
  - 4. To ensure that honorary roadway name designations are accepted by the community, consistent with City values.
  - 5. To ensure that the City maximizes the benefit of significant community events by offering temporary, honorary roadway designations.

## **Section 12.14.020 Applicability**

This chapter applies to all public roadways within the City of Spokane. The Spokane City Council may assign honorary roadway names as necessary to further the purpose of this chapter. This chapter shall not be construed to modify the process for permanent naming of roadways under Title 17D of the Spokane Municipal Code.

## **Section 12.14.030 Definitions**

The term “roadway” shall mean any public highway, or part thereof, located within the limits of cities and towns, except alleys, and shall include City Streets as defined in Section 16A.04.100 of the Spokane Municipal Code.

## **Section 12.14.040 Administration**

The Development Services Center shall administer the provisions of this chapter, unless otherwise provided for herein.

#### **Section 12.14.050 Honorary Roadway Application and Guidelines**

- A. Designation of an honorary roadway name shall comply with the requirements of this chapter and, to the extent possible, with the roadway type designations in Section 17D.050A.040.U.
- B. Any resident of the City, or organization whose principal place of business is situated in the City, may submit an application to have a City roadway or roadway designated in honor of an individual (the “nominee”). The Development Services Center shall review the proposed honorary roadway name for compliance with all of the following guidelines:
  - 1. The nominee must reside or have resided in Spokane for a significant period of time.
  - 2. The nominee must have made substantial contributions through cultural, humanitarian, historic or military achievements.
  - 3. There must be a clear geographic relationship between the proposed roadway and the nominee.
  - 4. The proposed honorary roadway name shall not duplicate any existing name or be similar either phonetically or in spelling to any other honorary or actual roadway name.
  - 5. Honorary designation of a roadway shall not exceed a five (5) block long section of the roadway;
  - 6. The number of designations per fiscal year will be at City Council discretion;
  - 7. An honorary designation and roadway sign will remain in effect for up to four (4) years after installation;
  - 8. At the end of the four (4) year period, the city will remove the honorary sign and make it available to the applicant.
- C. As an alternative to honorary roadway names for individuals in subsection B above, any resident of the City, or organization whose principal place of business is situated in the City, may submit an application to have a City roadway or roadway designated in honor of a significant community event (the “community event”) The Development Services Center shall review the proposed honorary roadway name for compliance with all of the following guidelines:

1. The community event must be projected to attract 10,000 or more persons during the life of the event.
2. There must be a clear geographic relationship between the proposed roadway and the community event.
3. The proposed honorary roadway name shall not duplicate any existing name or be similar either phonetically or in spelling to any other honorary or actual roadway name.
4. Honorary designation of a roadway shall not exceed a five (5) block long section of the roadway.
5. The number of honorary designations for community events per fiscal year will be at City Council discretion.
6. An honorary designation and roadway sign will remain in effect for up to four (4) weeks after installation.

#### D. Application Process

1. Applicants shall complete and submit an application to the City of Spokane Development Services Center in the form prepared by the Center.
2. An application proposing an honorary roadway name shall include the following:
  - a. The application fee as established by the Development Services Center, which fee shall not exceed the actual cost to review the application.
  - b. The signature of a council member in whose council district the roadway is located.
  - c. A petition signed by not less than two-thirds (2/3) of the property owners abutting the roadway proposed for the honorary roadway name stating the property owners' support for the proposed honorary roadway name.
  - d. A statement explaining how the individual or community event proposed to be honored with an honorary roadway name qualifies under the guidelines of this policy.
  - e. A statement indicating which segment or blocks of the roadway shall be designated with an honorary name.
1. Following determination by the Development Services Center that an

application is complete and meets the guidelines set forth in this section, the Center shall:

- a. distribute the application to the Streets Department and public safety departments for comment.
  - b. Calculate and provide to the applicant the projected cost of manufacturing and installing honorary signage, as well the amount needed to cover the projected cost of removing signage at the expiration of the designation period (the "Project Cost") .
  - c. Upon completion of review of the application, the Development Services Center shall forward the application to the City Council with any recommendations and comments.
- E. Upon receipt of the application, the City Council shall consider the application within thirty (30) days, and either approve, modify, reject the application or return it to the Development Service Center with requests for additional documentation or review.
- F. Upon approval of the application by the City Council, the applicant shall have 60 days to remit the Project Cost to the City.
- G. The Director of the Development Services Center is authorized to promulgate rules for the administration of the honorary roadway program.

#### **Section 12.14.060 Signage of Honorary Roadways**

Signage for honorary roadway names shall conform to all of the following requirements:

- A. Honorary signs will be distinctive in size and color from the official roadway name sign and will be installed below the official roadway name sign. The applicant will be responsible for the cost of the materials and installation of the honorary roadway sign.
- B. The signage shall be silver lettering on blue background.
- C. Sign(s) will be installed and removed by City crews.
- D. The number of designations per fiscal year will be at City Council discretion.
- E. An honorary designation and roadway sign will remain in effect for up to four (4) years after installation. At the end of the effective period, the city will remove the honorary sign at the applicant's expense and make it available to the applicant.

**Section 2. Severability.** If any section, subsection, sentence, clause, phrase or word of this ordinance should be held to be invalid or unconstitutional by a court of

competent jurisdiction, such invalidity or unconstitutionality thereof shall not affect the validity or constitutionality of any other section, subsection, sentence, clause, phrase or word of this ordinance.

**Section 3. Clerical Errors.** Upon approval by the city attorney, the city clerk is authorized to make necessary corrections to this ordinance, including scrivener's errors or clerical mistakes; references to other local, state, or federal laws, rules, or regulations; or numbering or referencing of ordinances or their sections and subsections.

PASSED by the City Council on \_\_\_\_\_

\_\_\_\_\_  
Council President

Attest:

Approved as to form:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
City Attorney

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Effective Date

**Agenda Sheet for City Council:****Committee:** Urban Experience **Date:** 06/09/2025**Committee Agenda type:** Discussion**Date Rec'd**

5/22/2025

**Clerk's File #****Cross Ref #****Project #****Council Meeting Date:** 06/30/2025**Submitting Dept**

PLANNING &amp; ECONOMIC

**Bid #****Contact Name/Phone**

SPENCER 509-625-6097

**Requisition #****Contact E-Mail**

SGARDNER@SPOKANECITY.ORG

**Agenda Item Type**

Final Reading Ordinance

**Council Sponsor(s)**

JBINGLE LNAVARRETE

**Sponsoring at Administrators Request**

NO

**Lease?** NO**Grant Related?** NO**Public Works?** NO**Agenda Item Name**

0650 – MFTE UPDATES TO ENCOURAGE LONG-TERM OCCUPANCY

**Agenda Wording**

An ordinance to increase the contribution of MFTE-funded projects to the supply of long-term occupancy housing units by prohibiting short-term rentals in MFTE-funded projects.

**Summary (Background)**

The MFTE program currently allows units to operate as short-term rentals. Short-term rentals are not currently given the MFTE tax benefit, but they do reduce the project's contribution to the number of units available for long-term occupancy. It is also administratively burdensome to track and validate MFTE projects that include short term rentals. This ordinance prohibits short term rentals in any project receiving the MFTE benefit. It does not apply to existing MFTE contracts.

**What impacts would the proposal have on historically excluded communities?**

This ordinance is intended to increase the number of units provided for long-term occupancy, which has positive benefits for all residents.

**How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?**

n/a

**How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution?**

n/a

**Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?**

n/a

**Council Subcommittee Review**

<b>Fiscal Impact</b>			
Approved in Current Year Budget?		N/A	
Total Cost	\$		
Current Year Cost	\$		
Subsequent Year(s) Cost	\$		
<b><u>Narrative</u></b>			
<b>Amount</b>		<b>Budget Account</b>	
Select	\$	#	
Select	\$	#	
Select	\$	#	
Select	\$	#	
Select	\$	#	
Select	\$	#	
<b>Funding Source</b>		N/A	
<b>Funding Source Type</b>		Select	
<b>Is this funding source sustainable for future years, months, etc?</b>			
<b>Expense Occurrence</b>		N/A	
<b>Other budget impacts (revenue generating, match requirements, etc.)</b>			
<b>Approvals</b>		<b>Additional Approvals</b>	
<b><u>Dept Head</u></b>	BLACK, TIRRELL		
<b><u>Division Director</u></b>	MACDONALD, STEVEN		
<b><u>Accounting Manager</u></b>	ZOLLINGER, NICHOLAS		
<b><u>Legal</u></b>	PICCOLO, MIKE		
<b><u>For the Mayor</u></b>	PICCOLO, MIKE		
<b>Distribution List</b>			
		sgardner@spokanecity.org	
smacdonald@spokanecity.org		amcdaniel@spokanecity.org	
eking@spokanecity.org			

## ORDINANCE NO C36709

An ordinance to ensure that housing development receiving public support is contributing to the availability of units providing long-term occupancy; modifying sections 08.15.020 and 08.15.040 of the Spokane Municipal Code.

WHEREAS, the City of Spokane has adopted a program to encourage new and rehabilitated multiple-unit dwellings in urban centers (“MFTE”) pursuant to RCW 84.14; and

WHEREAS, a stated purpose of the MFTE program is to encourage more multi-family housing opportunities, including affordable housing opportunities; and

WHEREAS, some MFTE projects use housing units for short-term rentals; and

WHEREAS, even though short-term rental units are removed from the MFTE benefit, they don’t contribute to the City’s long-term occupancy needs; and

WHEREAS, combining short-term rental units with MFTE projects requires significant staff resources for annual verification and processing above and beyond unmixed MFTE projects; and

WHEREAS, existing MFTE contracts are not impacted by this ordinance; -- Now, Therefore,

The City of Spokane does ordain:

**Section 1. Findings of Fact.** The recitals set forth above are hereby adopted as the City Council findings in support of the adoption of this ordinance.

**Section 2. Purpose.** The purpose of this ordinance is to ensure that tax benefits granted through the MFTE program result in an increase in units providing long-term occupancy.

**Section 3.** That SMC Section 08.15.020 is amended as follows:

### Section 08.15.020 Definitions

As used in this chapter:

- A. “affordable housing” means residential housing that is rented by a person or household whose monthly housing costs, including utilities other than telephone, do not exceed thirty percent of the household’s monthly income.
  - 1. For the purposes of housing intended for owner occupancy, “affordable housing” means residential housing that is within the means of low or moderate-income households;

- B. "assessor" means the Spokane county assessor;
- C. "council" means the Spokane city council;
- D. "director" means the director of the City's planning department or any other City office, department or agency that shall succeed to its functions with respect to this chapter, or their authorized designee;
- E. "household" means a single person, family or unrelated persons living together;
- F. "low-income household" means a single person, family or unrelated persons living together whose adjusted income is at or below eighty percent of the median family income adjusted for family size, for the county, city, or metropolitan statistical area where the project is located, as reported by the United States department of housing and urban development.
- G. "moderate-income household" means a single person, family or unrelated persons living together whose adjusted income is more than eighty percent but is at or below one hundred fifteen percent of the median family income adjusted for family size, for the county, city, or metropolitan statistical area where the project is located, as reported by the United States department of housing and urban development.
- H. "multi-family housing" means a building or group of buildings having four or more dwelling units designed for permanent residential occupancy resulting from new construction or rehabilitation or conversion of vacant, underutilized or substandard buildings to multi-family housing and does not include transient accommodations, including hotels, motels or short-term rentals regulated under Chapter 10.52 SMC, Chapter 17C.316 SMC or other applicable regulations;
- I. "owner" means the property owner of record;
- J. "permanent residential occupancy" means multi-family housing that provides either rental or owner occupancy on a nontransient basis.
  - 1. This includes owner-occupied or rental accommodation that is leased for a period of at least one month.
  - 2. This excludes (~~hotels and motels that predominately offer rental accommodation on a daily or weekly basis and short-term rentals regulated under Chapter 10.52 SMC, Chapter 17C.316 SMC or other applicable regulations~~)) transient lodging as defined herein.
- K. "rehabilitation improvements" means modifications to an existing:
  - 1. structure the residential portion of which has been vacant for at least twelve months prior to application for exemption under this chapter, that are made to achieve a condition of substantial compliance with the applicable building and construction codes contained in Title 11 SMC and all applicable uniform codes adopted pursuant to Title 11 SMC; or
  - 2. occupied residential structure or mixed use structure that contains occupied residential units, that add at least four multifamily housing units;

- L. "residential targeted area" means an area within an urban center that has been so designated by the council pursuant to this chapter;
- M. "substantial compliance" means compliance with the applicable building and construction codes contained in Title 11 SMC and all applicable uniform codes adopted pursuant to Title 11 SMC that is typically required for rehabilitation as opposed to new construction;
- N. "transient lodging" means units offered for rental accommodation on a daily or weekly basis or short-term rentals as defined in SMC 17C.316.020(A) and as regulated under SMC Chapter 10.52, SMC Chapter 17C.316 or other applicable regulations.
- ~~((N))~~Q. "urban center" means a compact identifiable district where urban residents may obtain a variety of products and services and which must contain:
  - 1. several existing or previous, or both, business establishments that may include but are not limited to shops, offices, banks, restaurants, governmental agencies;
  - 2. adequate public facilities including streets, sidewalks, lighting, transit, domestic water and sanitary sewer systems; and
  - 3. a mixture of uses and activities that may include housing, recreation and cultural activities in association with either commercial or office, or both, use.

**Section 4.** That SMC Section 08.15.040 is amended as follows:

### Section 08.15.040 Project Eligibility

To be eligible for exemption from property taxation under this chapter, the property must satisfy all of the following requirements:

- A. The property must be located in a residential targeted area of an urban center.
- B. The project must be multifamily housing consisting of at least four dwelling units within a residential structure or group of structures or as part of a mixed-use development in which at least fifty percent of the space within such residential structure or mixed-use development is intended for permanent residential occupancy.
- C. For new construction, a minimum of four new dwelling units must be created; for rehabilitation or conversion of existing occupied structures, a minimum of four additional dwelling units must be added. Existing multifamily vacant housing that has been vacant for twelve months or more does not have to provide additional multifamily units.
- D. For rehabilitation or conversion of an existing building: the residential portion of the building fails to comply with one or more standards of the applicable building or

housing codes, and the rehabilitation improvements shall achieve a condition of compliance with the applicable building and construction codes, or the building has been vacant for at least a year. If the property proposed to be rehabilitated is not vacant, an applicant shall provide each existing tenant housing of comparable size, quality and price and a reasonable opportunity to relocate.

At the time of application for a MFTE Conditional Agreement, the applicant will provide a letter attesting and documenting how the existing tenant(s) were/will be provided comparable housing and opportunities to relocate. The comparable housing requirements to be included in the MFTE Conditional Agreement:

1. The existing residential tenant(s) are to be provided housing of a comparable size and quality at a rent level meeting the Washington State definition of affordable to their income level. Specifically, RCW 84.14.010 defines “affordable housing” as residential housing that is rented by a person or household whose monthly housing costs, including utilities other than telephone, do not exceed thirty (30) percent of the household’s monthly income. The duration of this requirement will be the length of the tenant’s current lease plus one year.
- E. The project must comply with all applicable zoning requirements, land use regulations, design review requirements and building and housing code requirements contained in the Spokane Municipal Code at the time of new construction, rehabilitation or conversion.
- F. Permanent Residential Occupancy Required.

1. The project shall make available all residential dwelling units for permanent residential occupancy. No residential dwelling unit shall operate as transient lodging for the entire duration of the exemption period.
2. Projects for which a contract under this chapter was approved prior to adoption of this ordinance and for which a residential dwelling unit is in use as duly permitted transient lodging may continue to operate, subject to the following conditions:
  - a. If the permit expires for the transient lodging, it shall not be re-established for the duration of the contract; and
  - b. Permits for new transient lodging above and beyond any pre-existing permits shall not be issued for the remainder of the contract.

**Section 5. Severability.** If any section, sentence, clause or phrase of this Ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this Ordinance.

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

Passed by the City Council on \_\_\_\_\_

\_\_\_\_\_  
Council President

Attest:

Approved as to form:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Assistant City Attorney

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Effective Date

**Agenda Sheet for City Council:****Committee:** Urban Experience **Date:** 06/09/2025**Committee Agenda type:** Information Only**Date Rec'd**

6/4/2025

**Clerk's File #****Cross Ref #****Project #****Council Meeting Date:****Submitting Dept**

PLANNING &amp; ECONOMIC

**Bid #****Contact Name/Phone**

MAREN X6737

**Requisition #****Contact E-Mail**

MMURPHY@SPOKANECITY.ORG

**Agenda Item Type**

Information Only - Committee

**Council Sponsor(s)**

JBINGLE KKLITZKE BWILKERSON

**Sponsoring at Administrators Request**

NO

**Lease?** NO**Grant Related?** YES**Public Works?****Agenda Item Name**

0650 - 5TH AVENUE COMMUNITY PLAN UPDATE

**Agenda Wording**

Provide an update on the 5th Avenue subarea planning process.

**Summary (Background)**

The City of Spokane is facilitating the 5th Avenue Community Plan to reflect the vision and desires of the community along and around 5th Avenue in the East Central neighborhood. The planning effort is guided by principles of co-design and equitable development through an integrated land-use, transportation, housing and economic development approach. Planning staff will provide an update on the process, key themes emerging, and a preview of summer engagement. Background information is available on the City website: <https://my.spokanecity.org/projects/fifth-avenue-plan/>.

**What impacts would the proposal have on historically excluded communities?**

The 5th Avenue subarea planning process is rooted in a robust and holistic engagement process to express the community vision through co-creation, and building partnerships and collaboration. The process will work in collaboration to center historically marginalized and impacted communities in the East Central neighborhood with the deeply rooted Black and African American community, and growing Latino/Hispanic and immigrant communities, and all residents that continue to call this diverse area home.

**How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?**

Data will be collected and analyzed with an equity focus to ensure disparate impacts are addressed, historically marginalized voices are centered, and policies emphasize targeted universalism that prioritize those most impacted in ways that uplift all residents.

**How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution?**

The planning process will be dynamic in engagement and feedback to ensure impacted community is centered throughout, with partnerships with community-based organizations and a community working group to co-design the process.

**Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?**

This process is aligned with various goals in the Comprehensive Plan, including Transportation Goal A: Promote a Sense of Place; Housing Goal 1.1 Housing Choice and Diversity; Economic Development Goal 3 Strong Diverse and Sustainable Economy; Neighborhood Goal 2 Neighborhood Development. This process also carries forward recommendations made in the 5th Avenue Initiative to make the 5th Avenue community stronger and more resilient, and support the health, safety, and wellbeing of the community. Finally, this aligns with the City of Spokane's commitment to equitably and effectively utilize ARPA resources in ways that take into consideration past inequities, and honor the expertise, relationships, and resilience within

**Council Subcommittee Review**

<b>Fiscal Impact</b>			
Approved in Current Year Budget?    YES			
Total Cost		\$ 329,200	
Current Year Cost		\$	
Subsequent Year(s) Cost		\$	
<b><u>Narrative</u></b>			
City Council passed ORD C36163 in December 2021 appropriating \$1 million of the ARPA funds for subarea planning in economically disadvantaged areas. City Council passed RES 2024-0098 and OPR 2024-0907 to initiate subarea planning in October 2024.			
<b><u>Amount</u></b>		<b><u>Budget Account</u></b>	
Expense	\$ 329,200	# 1425- 88155- 57215- 54201-97252	
Select	\$	#	
Select	\$	#	
Select	\$	#	
Select	\$	#	
Select	\$	#	
<b><u>Funding Source</u></b>		One-Time	
<b><u>Funding Source Type</u></b>		Grant	
<b>Is this funding source sustainable for future years, months, etc?</b>			
No			
<b><u>Expense Occurrence</u></b>		One-Time	
<b>Other budget impacts (revenue generating, match requirements, etc.)</b>			
None			
<b><u>Approvals</u></b>		<b><u>Additional Approvals</u></b>	
<b><u>Dept Head</u></b>			
<b><u>Division Director</u></b>			
<b><u>Accounting Manager</u></b>			
<b><u>Legal</u></b>			
<b><u>For the Mayor</u></b>			
<b><u>Distribution List</u></b>			
		sgardner@spokanecity.org	
smacdonald@spokanecity.org		eking@spokanecity.org	

**Agenda Sheet for City Council:****Committee:** Urban Experience **Date:** 06/09/2025**Committee Agenda type:** Information Only**Date Rec'd**

6/6/2025

**Clerk's File #****Cross Ref #****Project #****Council Meeting Date:****Submitting Dept**

COMMUNITY, HOUSING &amp; HUMAN

**Bid #****Contact Name/Phone**

ARIELLE 509-564-5278

**Requisition #****Contact E-Mail**

ARIELLEANDERSON@SPOKANECITY.

**Agenda Item Type**

Information Only - Committee

**Council Sponsor(s)**

ZZAPPONE JBINGLE LNAVARRETE

**Sponsoring at Administrators Request**

NO

**Lease?** NO**Grant Related?** YES**Public Works?****Agenda Item Name**

1680- DRAFT AMENDMENT FOR HOUSING NAVIGATION CONTRACT 7/1-9/30

**Agenda Wording**

CHHS seeks to extend the Housing Navigation contract from July 1-September 30 in order to prepare a RFP for this project. By extending this contract out, it will allow CHHS and other stakeholders to work on developing a new RFP, which will also give plenty of time for subrecipients to respond (community ask has been 45-60 days).

**Summary (Background)**

CHHS seeks to extend the Housing Navigation contract from July 1-September 30 in order to prepare a RFP for this project. By extending this contract out, it will allow CHHS and other stakeholders to work on developing a new RFP, which will also give plenty of time for subrecipients to respond (community ask has been 45-60 days).

**What impacts would the proposal have on historically excluded communities?**

**How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?**

**How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution?**

**Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?**

**Council Subcommittee Review**

<b>Fiscal Impact</b>			
Approved in Current Year Budget?		N/A	
Total Cost	\$		
Current Year Cost	\$		
Subsequent Year(s) Cost	\$		
<b><u>Narrative</u></b>			
<b>Amount</b>		<b>Budget Account</b>	
Select	\$	#	
Select	\$	#	
Select	\$	#	
Select	\$	#	
Select	\$	#	
Select	\$	#	
<b>Funding Source</b>		N/A	
<b>Funding Source Type</b>		Select	
<b>Is this funding source sustainable for future years, months, etc?</b>			
<b>Expense Occurrence</b>		N/A	
<b>Other budget impacts (revenue generating, match requirements, etc.)</b>			
<b>Approvals</b>		<b>Additional Approvals</b>	
<u>Dept Head</u>			
<u>Division Director</u>			
<u>Accounting Manager</u>			
<u>Legal</u>			
<u>For the Mayor</u>			
<b>Distribution List</b>			
		chhscontracts@spokanecity.org	
chhsaccounting@spokanecity.org			

**Agenda Sheet for City Council:****Committee:** Urban Experience **Date:** 06/09/2025**Committee Agenda type:** Information Only**Date Rec'd**

6/4/2025

**Clerk's File #****Cross Ref #****Project #****Council Meeting Date:****Submitting Dept**

COMMUNITY, HOUSING &amp; HUMAN

**Bid #****Contact Name/Phone**

ARIELLE 509-564-5278

**Requisition #****Contact E-Mail**

ARIELLEANDERSON@SPOKANECITY.

**Agenda Item Type**

Information Only - Committee

**Council Sponsor(s)**

ZZAPPONE JBINGLE LNAVARRETE

**Sponsoring at Administrators Request**

NO

**Lease?** NO**Grant Related?** YES**Public Works?****Agenda Item Name**

1680- 3RD QUARTER FOR QUARTERLY PERFORMANCE REVIEWS (QPR'S)

**Agenda Wording**

CHHS will be updating the Urban Experience Committee on the 3rd quarter for the quarterly performance reviews. This includes the City and Continuum of Care (CoC) contracts.

**Summary (Background)**

CHHS will be updating the Urban Experience Committee on the 3rd quarter for the quarterly performance reviews. This includes the City and Continuum of Care (CoC) contracts.

**What impacts would the proposal have on historically excluded communities?**

**How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?**

**How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution?**

**Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?**

**Council Subcommittee Review**

<b>Fiscal Impact</b>			
Approved in Current Year Budget?		N/A	
Total Cost	\$		
Current Year Cost	\$		
Subsequent Year(s) Cost	\$		
<b><u>Narrative</u></b>			
<b>Amount</b>		<b>Budget Account</b>	
Select	\$	#	
Select	\$	#	
Select	\$	#	
Select	\$	#	
Select	\$	#	
Select	\$	#	
<b>Funding Source</b>		N/A	
<b>Funding Source Type</b>		Select	
<b>Is this funding source sustainable for future years, months, etc?</b>			
<b>Expense Occurrence</b>		N/A	
<b>Other budget impacts (revenue generating, match requirements, etc.)</b>			
<b>Approvals</b>		<b>Additional Approvals</b>	
<u>Dept Head</u>			
<u>Division Director</u>			
<u>Accounting Manager</u>			
<u>Legal</u>			
<u>For the Mayor</u>			
<b>Distribution List</b>			
		arielleanderson@spokanecity.org	
chhscontracts@spokanecity.org		chhsaccounting@spokanecity.org	

**Agenda Sheet for City Council:****Committee:** Urban Experience **Date:** 06/09/2025**Committee Agenda type:** Discussion**Date Rec'd**

3/3/2025

**Clerk's File #**

RES 2025-0046

**Cross Ref #****Project #****Council Meeting Date:** 06/30/2025**Submitting Dept**

COMMUNITY, HOUSING &amp; HUMAN

**Bid #****Contact Name/Phone**

HEATHER PAGE 6578

**Requisition #****Contact E-Mail**

HPAGE@SPOKANECITY.ORG

**Agenda Item Type**

Resolutions

**Council Sponsor(s)**

JBINGLE

LNAVARRETE

ZZAPPONE

**Sponsoring at Administrators Request**

NO

**Lease?** NO**Grant Related?** YES**Public Works?****Agenda Item Name**

1680 - 2025-2029 CONSOLIDATED PLAN FOR COMMUNITY DEVELOPMENT

**Agenda Wording**

CHHS seeks approval of the 2025-2029 Consolidated Plan for Community Development including the 2025 Action Plan component for CDBG, HOME, and ESG federal grant programs and approval to enter into agreements with HUD and awarded organizations.

**Summary (Background)**

CHHS seeks approval of the 2025-2029 Consolidated Plan for Community Development including the 2025 Action Plan component for CDBG, HOME, and ESG federal grant programs and approval to enter into agreements with HUD and awarded organizations. The Department of Housing and Urban Development requires grantees (City of Spokane) to submit a Consolidated Plan every five years to receive Community Development Block Grant (CDBG), HOME Investment Partnership (HOME) program, and Emergency Solutions Grant (ESG) program funds. The Consolidated Plan is designed to assist jurisdictions in determining how CDBG, HOME, and ESG funds can be used to meet the needs of low-to-moderate income households. The Consolidated Plan is made up of the following sections: • Community Engagement & Citizen Participation • Needs Assessment • Market Analysis • Strategic Plan • Annual Action Plan Community engagement began June 2024 through a series of public meetings and hearing, small group consultations, a community needs survey, community events, newspaper, T.V. and radio announcements, a public comment period, and ending with a final public hearing in April 2025. The 2025-2029 Consolidated Plan identified the following community goals for CDBG, HOME, and ESG funding for the next five years. • Increase and preserve the stock of affordable housing options for low- and moderate-income households. • Increase access to essential services for low-and moderate-income households and neighborhoods in the City of Spokane. • Improve public/community infrastructure for low-and moderate-income households and neighborhoods. • Create and expand economic development opportunities for low- and moderate-income individuals. The 2025 Annual Action Plan, the last component of the 2025-2029 Consolidated Plan focuses on the priority needs associated with the four goals as identified by the community in the consolidated plan. The priority needs are the funding priorities for the CDBG and HOME request for proposals issued for the 2025 program year. Projects

recommended for funding in the 2025 Annual Action Plan are represented in Section AP-35. For detailed information regarding the 2025-2029 Consolidated Plan and the 2025 Annual Action Plan, please visit <https://my.spokanecity.org/chhs/programs/consolidated-plan/>

**What impacts would the proposal have on historically excluded communities?**

CDBG, HOME, and ESG support households earning less than 80% AMI.

**How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?**

CDBG, HOME, and ESG follow HUD protocols in reporting demographic data associated with projects. Data is reported in IDIS, HUD's reporting and data collection platform for CDBG and HOME; and in SAGE for ESG.

**How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution?**

Data is reported in IDIS, HUD's reporting and data collection platform for CDBG and HOME; and in SAGE for ESG. Each year an annual performance report is published regarding the effectiveness of projects. Changes are made to projects to increase effectiveness during each contract term.

**Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?**

The Consolidated Plan and Annual Action Plan build on components of the Comprehensive Plan.

### **Council Subcommittee Review**

## Fiscal Impact

Approved in Current Year Budget? YES

Total Cost	\$
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Current Year Cost	\$ CDBG: \$3,017,244.00	HOME: \$1,138,478.43	ESG: \$267,764.00
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Subsequent Year(s) Cost \$

## Narrative

This is the City of Spokane's annual formula grant allocation from HUD. The City issues awards to eligible subrecipients to carry out the activities of the grants.

[illegible]

<b>Funding Source</b>		One-Time	
<b>Funding Source Type</b>		Grant	
<b>Is this funding source sustainable for future years, months, etc?</b>			
CDBG: \$3,017,244.00    1690 HOME: \$1,138,478.43    1710 ESG: \$267,764.00    1540			
<b>Expense Occurrence</b>		One-Time	
<b>Other budget impacts (revenue generating, match requirements, etc.)</b>			
This is budget neutral as the expenses will be offset by the revenue from HUD reimbursements. ESG requires a 1:1 match.			
<b>Approvals</b>		<b>Additional Approvals</b>	
<u>Dept Head</u>			
<u>Division Director</u>			
<u>Accounting Manager</u>			
<u>Legal</u>			
<u>For the Mayor</u>			
<b>Distribution List</b>			

## RESOLUTION 2025-0046

WHEREAS, the Congress of the United States of America has found that the Nation's cities and urban communities face social, economic and environmental problems resulting from the growth and concentration of population in metropolitan areas; and

WHEREAS, in order to assist local governments in addressing these problems, the Housing and Community Development Act of 1974, as amended, and the National Affordable Housing Act, as amended, were enacted, which provided for a program of community development and housing assistance; and

WHEREAS, under the Housing and Community Development Act and the National Affordable Housing Act, the City of Spokane is "entitled" upon proper application to receive funds for the program year 2025 of approximately \$3,017,244.00 - Community Development Block Grant (CDBG), \$1,138,478.43 - HOME Investments Partnership Program (HOME), \$267,764.00 - Emergency Solutions Grant (ESG); and

WHEREAS, the Community, Housing, and Human Services Department of the City of Spokane prepared a report in March 2025, describing the nature of the application and the process and procedures followed in its preparation; and

WHEREAS, during the course of the application process, a plan for citizen participation was developed and implemented which permitted citizens to participate in the preparation of the program and to articulate their needs, preferences, and priorities; and

WHEREAS, citizens were given full information concerning funds available for proposed community development and housing assistance, the range of activities that may be undertaken, the estimated amount of CDBG, HOME, and ESG funds proposed to be used for activities that will benefit persons of low and moderate income, and other important program requirements in public meetings and hearings, consultations, via the CHHS website, and at community events between June 2024-March 2025; and

WHEREAS, citizen participation was extensive throughout the many public meetings and hearings, consultations, and engagement with a community needs survey between June 2024-March 2025, to obtain the view of Spokane citizens on community development and housing needs; and

WHEREAS, as a result of citizen's effort and City staff assistance, the Community, Housing, and Human Services Department and the Community, Housing, and Human Services Board has prepared an application for funds under the Housing and Community Development Act of 1974, as amended, the National Affordable Housing Act, as amended, and recommended to the City Council its adoption and approval;

Now, therefore,

BE IT RESOLVED BY THE CITY COUNCIL:

1. The City Council finds:

- a) that in preparing the 2025-2029 Consolidated Plan and 2025 Action Plan Component for Title 1 CDBG funds, HOME funds, and ESG funds, all rules and regulations as promulgated under the Housing and Community Development Act of 1974, as amended, and the National Affordable Housing Act, as amended, have been complied with;
- b) the Community, Housing, and Human Services Department, the Community, Housing, and Human Services Board, and the program participation with citizen/government participation are in the public interest and beneficial to the physical environment of our community and quality of life therein;
- c) the certifications have been reviewed and the commitments of this City are understood.

2. That the 2025-2029 Consolidated Plan and 2025 Action Plan Component for CDBG, HOME, and ESG funds is hereby approved. The Mayor is authorized to sign and directed to file the same on or after June 23, 2025, to execute such additional documents as required, to request and secure the release of Community Development Title I funds, to provide such other information as may be required to obtain the funds and execute the projects, and to proceed with project execution upon HUD approval of the Action Plan with the Community, Housing, and Human Services Department and the Community, Housing, and Human Services Board acting for the City Council as the policy body guiding project execution including executing contracts for the projects identified in the Community, Housing, and Human Services Department Action Plan.

ADOPTED by the City Council \_\_\_\_\_, 2025.

\_\_\_\_\_  
City Clerk

Approved as to form:

\_\_\_\_\_  
Assistant City Attorney

## Executive Summary

### ES-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

#### 1. Introduction

The U.S. Department of Housing and Urban Development (HUD) designated Spokane as an entitlement city, allowing Spokane to receive federal formula grants annually, including Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), and Emergency Solutions Grants (ESG). These funds address the housing and community development needs of Spokane residents. The City of Spokane's (City) Community Housing and Human Services Department administers these grants, with the goal of providing safe, affordable housing, improving living conditions, and creating economic opportunities for low- and moderate-income households.

To receive these grants, the City must submit a 2025-2029 Consolidated Plan and annual action plans for each year of the planning period. The Consolidated Plan meets federal requirements under 24 CFR 91.200-91.230 and guides the allocation of CDBG, HOME, and ESG funds. Key sections include Consultation and Citizen Participation, Housing Market Analysis, Housing and Homeless Needs Assessment, the Five-Year Strategic Plan, and the first-year Annual Action Plan, along with supporting documentation. The Strategic Plan outlines goals and targets for each funding category based on data analysis and community feedback.

The City expects to receive approximately \$22 million in HUD formula funding over the next five years: an estimated \$15 million in CDBG, \$5.6 million in HOME, and \$1.3 million in ESG funds. Additionally, the City anticipates \$5 million in CDBG program income and \$726,000 in HOME program income. Program income fluctuates based on housing market conditions, mortgage rates, and unemployment in Spokane County.

In addition to the formula grants, the City was awarded HOME-ARP funding in 2021 to address the needs of homeless and non-homeless special needs populations. The City must expend the entire HOME-ARP allocation by June 30, 2030. As of this reporting period, \$3,362,111 of HOME-ARP funds have been allocated to subrecipients, with contracts ending in 2027. The remaining \$1.2 million will be allocated in Program Year (PY) 2025. Although HOME-ARP is a one-time funding source, it is expected to increase the number of low- to moderate-income beneficiaries reported in the Consolidated Annual Performance and Evaluation Report (CAPER) during the 2025-2029 period.

The City has identified four primary goals for the 2025-2029 Consolidated Plan:

- Increase and preserve affordable housing for low- to moderate-income households.
- Increase access to essential services for low- and moderate-income households.
- Improve public and community infrastructure in low- and moderate-income neighborhoods.
- Expand economic development opportunities for low- and moderate-income households.

As part of its economic development strategy, the City plans to apply for up to \$15,000,000 through the HUD Section 108 Loan Guarantee Program. This loan will support community development projects, providing low-cost, long-term financing and reducing investment risk. Subject to HUD approval, a portion of CDBG funds will secure the loan repayment.

The PY 2025 Annual Action Plan (AAP) is a subset of the Strategic Plan, outlining fund allocations for the program year. The AAP serves as the baseline for evaluating program effectiveness, as reported in the Consolidated Annual Performance and Evaluation Report (CAPER). PY 2025 begins on July 1, 2025, and ends on June 30, 2025.

## **2. Summary of the objectives and outcomes identified in the Plan Needs Assessment Overview**

The 2025 Spokane Housing and Community Development Needs Assessment evaluates Spokane's housing and community challenges, highlighting affordability concerns, demographic trends, and gaps in public housing and services. It draws from HUD's CHAS data, the American Community Survey, and stakeholder consultations.

### **Housing Needs and Affordability Challenges**

Spokane's housing demand exceeds supply, with population growth at 4% and household formation at 6% between 2010 and 2020. Despite a 24% income increase, housing mobility is stagnant due to rising mortgage rates, affordability constraints, and a low 1.8% vacancy rate.

Cost burdens:

- 30%–50% of income spent on housing: 18,045 renter and 6,270 homeowner households.
- More than 50% of income spent on housing: 7,935 renters and 3,665 homeowners.

Overcrowding and substandard housing persist, with 600 renter and 250 owner households overcrowded and 1,665 renter and 55 owner households lacking plumbing or kitchens.

### **At-Risk Populations**

Vulnerable groups facing housing instability include:

Single-Person Households: 35.5% of all households, 14.6% in poverty.

Domestic Violence Survivors: 6,851 incidents (2023), yet housing support is inadequate.

People with Disabilities: Limited accessible housing and income constraints.

Racial Disparities: Pacific Islander households experience the highest severe housing problems.  
Veterans & Seniors: 8.2% veterans and 23% seniors face affordability and accessibility barriers.

### **Assisted Housing Needs**

Spokane relies on federal, state, and local programs, yet demand outstrips supply. The Spokane Housing Authority (SHA) manages 4,700+ vouchers.

Key housing data:

- Voucher recipient average income: \$13,912.
- 3,388 households with disabilities receive assistance.
- 3,645 elderly residents & 1,081 formerly homeless individuals live in assisted housing.

### **Homelessness Trends**

The 2024 Point-in-Time Count found 1,993 homeless individuals, with Indigenous, Black, and Pacific Islander populations disproportionately affected. 54 families were identified as literally homeless. While rapid rehousing programs exist, long-term affordability remains a challenge.

Non-Homeless Special Needs Populations

Key concerns include:

- Seniors & Disabled Individuals: Scarce affordable, accessible housing limits mobility and healthcare.
- Substance Use Disorders: Fentanyl-related overdoses rose 18%, highlighting the need for expanded treatment.
- Domestic Violence Survivors: Funding shortages hinder stable housing access.

### **Community Development Needs**

Funding priorities identified through community engagement:

- Public Facilities: More childcare centers, senior centers, and ADA-accessible buildings.
- Public Improvements: Sidewalk, street, and lighting upgrades; expanded parks.
- Public Services: Affordable childcare, mental health care, addiction treatment, and homelessness prevention.
- Economic Development: Workforce training and job opportunities.

The 2025 Needs Assessment underscores Spokane's housing crisis, marked by affordability gaps, racial disparities, and insufficient stock. Solutions require affordable housing expansion, stronger public assistance programs, workforce training, and targeted support for at-risk groups. Findings will guide Spokane's 2025–2030 Consolidated Plan and funding allocations.

### 3. Evaluation of past performance

The City of Spokane's 2020-2024 Consolidated Plan was developed just before the COVID-19 pandemic, a period of severe disruptions in housing production, rental market stability, and essential services. Government-mandated shutdowns in 2020 and 2021 significantly reduced the number of beneficiaries served annually. Construction was temporarily halted, and when it resumed, increased costs required additional financing, causing project delays. Despite these setbacks, the City achieved progress in several key areas:

#### Key Achievements

1. **Community-Based Social Services:** The City consistently exceeded annual targets for beneficiaries served, demonstrating improved service delivery efficiency. Subrecipient fund expenditure rates also improved, ensuring timely allocation of financial resources to low- and moderate-income (LMI) households.
2. **Housing Stability Programs:** While capital expenditures for construction-related projects faced delays from 2020 to 2022, improvements were observed in 2023. Programs such as SNAP surpassed projections in housing counseling and down payment assistance. Single-family rehabilitation and minor home repair programs expanded, stabilizing housing for LMI households, particularly elderly residents aging in place.
3. **Public Infrastructure:** Public infrastructure and non-profit facility improvements were suspended in 2020 and 2021 due to funding constraints and logistical challenges. In 2021-2022, subrecipients focused on securing additional funding. By 2023, construction of CDBG and HOME-funded projects increased, returning capital projects to pre-pandemic completion schedules.

#### Challenges Encountered

1. **Capital Expenditure Delays:** Market volatility, inflation, and contractor shortages hindered fund expenditures for capital improvements. However, disbursement rates improved in Program Year (PY) 2023, with continued progress expected in PY 2024.
2. **Homeless Assistance Shortfalls:** Programs supporting homeless individuals and families did not meet rental assistance and shelter targets.
3. **Staffing Constraints:** Limited staffing hindered technical support for subrecipients and slowed project implementation. Hiring efforts in PY 2023 prioritized fully staffing CDBG and HOME program administration.

#### Strategic Priorities for 2025-2029

The City has identified key strategies to enhance program effectiveness in the next planning cycle:

- **Enhancing Financial Oversight:** Strengthening contract management and oversight to improve fund expenditure efficiency.

- Expanding Housing Programs: Increasing investments in acquisition and rehabilitation to ensure timely fund utilization and mitigate capital expenditure delays.
- Strengthening Partnerships: Expanding collaboration between municipal agencies and service providers to maximize resource allocation and develop innovative solutions within funding constraints.

Spokane remains committed to refining its housing and community development strategies to enhance service delivery and optimize federal funding impacts in the next five-year period.

#### **4. Summary of citizen participation process and consultation process**

The City of Spokane intentionally conducted a community-driven Consolidated Planning process. In the initial phase of community engagement and public participation, the City employed a comprehensive methodology to solicit input from a broad range of stakeholders. This approach encompassed participation in neighborhood fairs and farmers' markets, the hosting of both in-person and virtual public events, the delivery of presentations at public meetings of regional organizations, consultations with stakeholder and community boards, presentations to elected officials, and the deployment of a community needs survey.

The City of Spokane presented the draft Consolidated Plan at public meetings of community boards and held two public hearings. The draft plan was also publicly posted and officially noticed, providing additional opportunities for public feedback. These activities were implemented to ensure that residents had sufficient opportunities to offer input and comments on the draft document, thereby promoting transparency and fostering community involvement throughout the planning process.

#### **5. Summary of public comments**

The City of Spokane opened the public comment period on March 5, 2025, in the public meeting of the CHHS Board meeting. Staff held a daytime public hearing to receive comments on March 11, 2025, and another evening time public hearing at the CHHS Board meeting on April 2, 2025. The public comment period ended April 10, 2025. Both public hearings and the public comment period were publicly noticed in the Spokesman Review on March 06, 2025. No public comments were received through mail, email, in-person, or in the public meetings.

#### **6. Summary of comments or views not accepted and the reasons for not accepting them**

No public comments were received during the public comment period.

#### **7. Summary**

The 2025-2029 Consolidated Plan outlines the Spokane's objectives to address housing shortages, affordability challenges, and community development priorities. It presents data-driven strategies to

improve housing conditions, reduce homelessness, and enhance public services. Key objectives of the 2025-2029 Consolidated Plan include:

### **Housing Affordability and Supply**

- Increase Affordable Housing Stock: Develop new housing units for low- and moderate-income households.
- Preserve Existing Housing Stock: Provide affordable funding opportunities to owners of multi-family housing for low-to-moderate income households, and to low-to-moderate income households to keep current housing stock safe and sanitary
- Expand Rental Assistance Programs: Enhance access to Tenant Based Rental Assistance.
- Improve Homeownership Opportunities: Provide down payment assistance and housing counseling to low-to-moderate income households.

### **Community Development and Public Services**

- Improve Public Infrastructure: Invest in sidewalks, streets, parks, street lighting, and accessibility upgrades.
- Expand Social Services: Increase access to mental health care, addiction treatment, childcare and services to special populations.
- Increase Economic Development Opportunities: Increase access to job training and job availability for low-to-moderate income households.

### **Homelessness Prevention and Support**

- Expand Emergency and Transitional Housing: Increase shelter capacity and supportive housing units.
- Strengthen Rapid Rehousing Programs: Prioritize funding for rental assistance and case management.
- Enhance Coordination Among Service Providers: Streamline resources for individuals experiencing homelessness.

### **Key Outcomes identified in the City of Spokane's 2025-2029 Consolidated Plan include:**

#### **Housing Stability Improvements**

- Increase in Affordable Housing Units: Targeted development efforts will expand the affordable housing inventory.
- Preservation of Affordable Housing Units: Low-cost financing options ensure that affordable housing remains safe and sanitary for low-to-moderate income households.
- Reduced Housing Cost Burden: Rental assistance and homeownership programs aim to lower cost burdens for at-risk populations.

### **Enhanced Community Resources**

- **Public Facility Upgrades:** Investments in community centers, senior services, and ADA-accessible facilities will improve livability.
- **Increased Mental Health and Addiction Services:** Expanded funding for treatment programs will address rising behavioral health challenges.
- **Workforce and Economic Development:** Initiatives will support job training and financial stability for low-income households.

### **Homelessness Reduction**

- **Decrease in Unsheltered Homelessness:** Expansion of shelter options and rapid rehousing services will provide stable housing alternatives.
- **Improved Support Services:** Enhanced case management and transitional programs will reduce chronic homelessness.

The 2025-2029 Consolidated Plan underscores Spokane's commitment to addressing its housing crisis and community development needs. The Consolidated Plan's strategies prioritize affordability, stability, and accessibility, ensuring long-term improvements for vulnerable populations through the strategic allocation of CDBG, HOME, and ESG funds.

## The Process

### PR-05 Lead & Responsible Agencies 24 CFR 91.200(b)

#### 1. Describe agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	SPOKANE	
CDBG Administrator	SPOKANE	Community, Housing and Human Services Department
HOPWA Administrator		NA
HOME Administrator	SPOKANE	Community, Housing and Human Services Department
ESG Administrator	SPOKANE	Community, Housing and Human Services Department
HOPWA-C Administrator		

**Table 1 – Responsible Agencies**

#### Narrative

The City of Spokane Community Housing and Human Services department is the lead agency responsible for preparing the Consolidated Plan and for administering the CDBG, HOME, and ESG grant programs. The City of Spokane works with regional organizations, local organizations, and citizen groups to identify consolidated planning goals and yearly funding priorities.

#### Consolidated Plan Public Contact Information

City of Spokane  
 Community Housing and Human Services  
 808 W Spokane Falls Blvd  
 Spokane, WA 99201  
 spokanechhs@spokanecity.org  
 (509) 625-6325

## **PR-10 Consultation – 91.100, 91.110, 91.200(b), 91.300(b), 91.215(I) and 91.315(I)**

### **1. Introduction**

The City of Spokane engaged in an extensive consultation process in gathering information and data for the Consolidated plan. Staff met with community members, organizations, stakeholders, and elected officials. Information gathered through the consultation process forms the foundation of the goals and priorities identified in the Consolidated Plan. For-profit, non-profit, governmental, and philanthropic organizations engaged with the City in the consolidated planning process.

### **Provide a concise summary of the jurisdiction’s activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I)).**

The City of Spokane is committed to enhancing coordination between housing providers, health, and mental health agencies. Spokane’s Continuum of Care (CoC), supported by local, state, and federal funding, delivers services to people experiencing homelessness. Governed by a board of local representatives, service providers, and individuals with lived experience, the CoC is updating its 2025-2030 Strategic Plan to prevent and end homelessness. Key objectives include promoting equity, prioritizing high-barrier populations, preventing homelessness, expanding stable housing, and strengthening the homeless provider workforce.

A regional collaboration is emerging to address homelessness across Spokane County. Representatives from Spokane, Spokane Valley, Airway Heights, Medical Lake, Cheney, Liberty Lake, and nonprofit organizations are working to align strategies and funding. This initiative aims to combine resources to improve the homeless response system, healthcare, housing, and public safety. Regular meetings facilitate planning and coordination.

The City partners with the Spokane Housing Authority (SHA) to expand affordable housing and assist over 6,500 low-income families. Spokane supports SHA’s long-term planning and funding efforts related to homelessness, affordable housing, and homeownership.

### **Public Health and Homelessness Initiatives**

In June 2024, Mayor Lisa Brown declared a public health and safety emergency due to a 2,000% increase in opioid overdose deaths (2019-2022). In response, the City partnered with Empire Health Foundation to establish the Cannon Street Encampment Mitigation Center. This facility, part of the state-funded Encampment Resolution Project, connects unhoused individuals with housing and services, addressing substance use and mental health disorders.

Street medicine outreach by CHAS Health provides mobile healthcare to unhoused individuals, reducing ER visits and medical crises. The team offers primary care, wound care, foot care, emergency coordination, and referrals.

### **Behavioral Health and Crisis Response**

Spokane County provides free crisis resources, including Eastern Washington 211, which offers confidential services for housing, health, food, legal aid, and veterans' support. Specialized hotlines address domestic violence (YWCA), sexual assault (Lutheran Community Services), and mental health/substance use (Frontier Behavioral Health).

The Behavioral Response Unit (BRU), a partnership between Spokane Fire Department and Frontier Behavioral Health, pairs paramedics with mental health counselors to respond to behavioral health emergencies. Similarly, the Spokane Police Department's Community Diversion Unit collaborates with mental health professionals to divert individuals in crisis from hospitals and jails to appropriate care.

The Spokane Regional Stabilization Center, run in partnership with Spokane County and Pioneer Human Services, provides an alternative for individuals in mental health or substance use crises. Services include counseling, treatment, medication, housing support, and case management. Participants who complete the program may have criminal charges dismissed.

### **Community Safety Investments**

In November 2024, voters approved a sales tax to fund public safety initiatives, including relaunching the Neighborhood Resource Officer (NRO) program. NROs collaborate with communities to address chronic issues, enhance safety, and foster partnerships between agencies, businesses, and residents.

### **Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness**

Spokane's Continuum of Care (CoC) offers a suite of services for people experiencing homelessness, funded through local, state, and federal sources. The program aims to promote community-wide planning and strategic resource use to address homelessness, improve coordination with mainstream resources, enhance data collection, and tailor the program to each community's strengths and challenges.

The CoC is governed by a board of local government representatives, service providers, stakeholders, and individuals with lived experience of homelessness. Guided by HUD and the U.S. Interagency Council on Homelessness (USICH), the board focuses on ending homelessness among chronically homeless individuals, veterans, unaccompanied youth, and families. This allows the community's crisis response system to meet the needs of vulnerable residents.

The CoC Board ensures strategic resource allocation, coordination with other programs, and integration with mainstream services. It also leads efforts to improve data collection, performance measurement, and services tailored to local challenges by leveraging community strengths and partnerships.

Comprised of over 20 system leaders from various sectors, including public housing, behavioral health, workforce, healthcare, and law enforcement, the CoC Board is responsive to changing community needs. The board includes six standing committees—Executive, HMIS, RFP, Coordinated Entry, Diversion, and Equity—and four sub-committees: Homeless Youth, Chronically Homeless Families, Chronically Homeless Individuals, and Veterans. These groups consist of front-line staff, people with lived experience, and experts who advise the CoC Board on how to guide the homeless crisis response system.

In 2019, Spokane's CoC earned the Unified Funding Agency (UFA) designation, which acknowledges expertise in financial management, monitoring, and strategic leadership. UFA designation increases control over federal funding streams, enhancing the community's ability to manage and allocate resources locally to meet changing needs.

The CoC is updating its 5-Year Strategic Plan to Prevent and End Homelessness for 2025-2030. Proposed objectives include promoting an equitable, accountable, and transparent homeless crisis response system; prioritizing those with significant barriers to housing stability; preventing homelessness whenever possible; ensuring stable housing for all individuals; and strengthening the homeless provider workforce. The plan also proposes developing and maintaining a "By-Name List" (BNL) to track people experiencing homelessness in real-time, enabling better service coordination and prioritization. Additionally, the plan encourages implementing a system-wide "move-on strategy" to help individuals transition from permanent supportive housing to more independent living.

**Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards and evaluate outcomes, and develop funding, policies and procedures for the administration of HMIS**

As the CoC's collaborative applicant, and the participating jurisdiction responsible for allocating the ESG funds, the City of Spokane builds consultation with the CoC into the ESG funding allocation process. ESG funds are available for award through the same request for proposals as other funds dedicated to meeting the goals established through the CoC's 5-Year Strategic Plan to Prevent and End Homelessness.

The CoC's 5-Year Plan establishes the funding priorities for the ESG allocation and performance expectations of ESG-assisted projects. The results of ESG-assisted projects are reported in HMIS following the CoC's established policies and procedures.

The City of Spokane has moved towards performance-based funding and developed a Performance Management Plan that was approved by the CoC Board. The Performance Management Plan sets both

minimum performance standards and performance targets for all homeless service projects. As outlined in the plan, quarterly performance reports will be shared with the CoC Board and will be posted on the City of Spokane's website. Funding decisions will be made, in part, based on performance achieved by projects on an annual basis, ensuring the community is investing in interventions that are meeting or exceeding outcomes for our system.

**2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdictions consultations with housing, social service agencies and other entities**

Table 2 – Agencies, groups, organizations who participated

1	<b>Agency/Group/Organization</b>	Aging and Long Term Care of Eastern Washington
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons Services-Persons with Disabilities
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	A consultation meeting was held with members from this organization. City of Spokane staff shared general information about the Consolidated Plan and asked for feedback and input based on the organization's areas of expertise. The organization also provided data, assessments, and planning documents specific to their work. This feedback was considered when identifying key goals and priority funding areas in the Consolidated Plan.
2	<b>Agency/Group/Organization</b>	Better Health Together
	<b>Agency/Group/Organization Type</b>	Health Agency
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Anti-poverty Strategy Special Needs Facilities and Services; Non housing community development assets
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	A consultation meeting was held with members from this organization. City of Spokane and Spokane County staff shared general information about the Consolidated Plan and asked for feedback and input based on the organization's areas of expertise. The organization also provided data, assessments, and planning documents specific to their work. This feedback was considered when identifying key goals and priority funding areas in the Consolidated Plan.
3	<b>Agency/Group/Organization</b>	Better Health Together Tribal Partner Collaborative
	<b>Agency/Group/Organization Type</b>	Regional organization Tribal Partners
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs Economic Development Anti-poverty Strategy

	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	City of Spokane staff were invited to attend a Tribal Partners Collaborative meeting. Staff shared general information about the Consolidated Plan and asked for feedback and input based on the collaborative's areas of expertise. This feedback was considered when identifying key goals and priority funding areas in the Consolidated Plan.
4	<b>Agency/Group/Organization</b>	BROADLINC PDA
	<b>Agency/Group/Organization Type</b>	Services - Broadband Internet Service Providers Other government - County
	<b>What section of the Plan was addressed by Consultation?</b>	Broadband needs of housing occupied by low-moderate-income households
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	A consultation meeting was held with members from this organization. City of Spokane staff shared general information about the Consolidated Plan and asked for feedback and input based on the organization's areas of expertise. The organization also provided data, assessments, and planning documents specific to their work. This feedback was considered when identifying key goals and priority funding areas in the Consolidated Plan.
5	<b>Agency/Group/Organization</b>	CHAS
	<b>Agency/Group/Organization Type</b>	Services-Health
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	A consultation meeting was held with members from this organization. City of Spokane staff shared general information about the Consolidated Plan and asked for feedback and input based on the organization's areas of expertise. The organization also provided data, assessments, and planning documents specific to their work. This feedback was considered when identifying key goals and priority funding areas in the Consolidated Plan.
6	<b>Agency/Group/Organization</b>	Community Frameworks
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Non-Homeless Special Needs Market Analysis
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	A consultation meeting was held with members from this organization. City of Spokane staff shared general information about the Consolidated Plan and asked for feedback and input based on the organization's areas of expertise. The organization also provided data, assessments, and planning documents specific to their work. This feedback was considered when identifying key goals and priority funding areas in the Consolidated Plan.
7	<b>Agency/Group/Organization</b>	Disability Action Center North East Washington
	<b>Agency/Group/Organization Type</b>	Services-Persons with Disabilities
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Non-Homeless Special Needs
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	A consultation meeting was held with members from this organization. City of Spokane staff shared general information about the Consolidated Plan and asked for feedback and input based on the organization's areas of expertise. This feedback was considered when identifying key goals and priority funding areas in the Consolidated Plan.
8	<b>Agency/Group/Organization</b>	Goodwill Industries
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-homeless Services-Employment
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs

	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	A consultation meeting was held with members from this organization. City of Spokane staff shared general information about the Consolidated Plan and asked for feedback and input based on the organization's areas of expertise. This feedback was considered when identifying key goals and priority funding areas in the Consolidated Plan.
9	<b>Agency/Group/Organization</b>	Latinos en Spokane
	<b>Agency/Group/Organization Type</b>	Services - Housing Service-Fair Housing Services for undocumented and immigrant populations
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs Economic Development
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	A consultation meeting was held with members from this organization. City of Spokane staff shared general information about the Consolidated Plan and asked for feedback and input based on the organization's areas of expertise. This feedback was considered when identifying key goals and priority funding areas in the Consolidated Plan.
10	<b>Agency/Group/Organization</b>	Priority Spokane
	<b>Agency/Group/Organization Type</b>	Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs Economic Development Market Analysis Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	A consultation meeting was held with members from this organization. City of Spokane staff shared general information about the Consolidated Plan and asked for feedback and input based on the organization's areas of expertise. The organization also provided data, assessments, and planning documents specific to their work. This feedback was considered when identifying key goals and priority funding areas in the Consolidated Plan.

11	<b>Agency/Group/Organization</b>	Spokane AIDS Network
	<b>Agency/Group/Organization Type</b>	Services-Persons with HIV/AIDS
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Non-Homeless Special Needs Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	A consultation meeting was held with members from this organization. City of Spokane staff shared general information about the Consolidated Plan and asked for feedback and input based on the organization's areas of expertise. This feedback was considered when identifying key goals and priority funding areas in the Consolidated Plan.
12	<b>Agency/Group/Organization</b>	SPOKANE HOUSING AUTHORITY
	<b>Agency/Group/Organization Type</b>	PHA
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Market Analysis
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	A consultation meeting was held with members from this organization. City of Spokane staff shared general information about the Consolidated Plan and asked for feedback and input based on the organization's areas of expertise. This feedback was considered when identifying key goals and priority funding areas in the Consolidated Plan.
13	<b>Agency/Group/Organization</b>	Spokane Neighborhood Action Partners
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-homeless Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Lead-based Paint Strategy Non-Homeless Special Needs Economic Development Market Analysis Anti-poverty Strategy

	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	A consultation meeting was held with members from this organization. City of Spokane staff shared general information about the Consolidated Plan and asked for feedback and input based on the organization's areas of expertise. The organization also provided data, assessments, and planning documents specific to their work. This feedback was considered when identifying key goals and priority funding areas in the Consolidated Plan.
14	<b>Agency/Group/Organization</b>	Spokane Regional Health District
	<b>Agency/Group/Organization Type</b>	Health Agency
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Non-Homeless Special Needs Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	A consultation meeting was held with members from this organization. City of Spokane staff shared general information about the Consolidated Plan and asked for feedback and input based on the organization's areas of expertise. This feedback was considered when identifying key goals and priority funding areas in the Consolidated Plan.
15	<b>Agency/Group/Organization</b>	Spokane Veterans Affairs
	<b>Agency/Group/Organization Type</b>	Services-Veterans
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homelessness Needs - Veterans Non-Homeless Special Needs
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	A consultation meeting was held with members from this organization. City of Spokane staff shared general information about the Consolidated Plan and asked for feedback and input based on the organization's areas of expertise. This feedback was considered when identifying key goals and priority funding areas in the Consolidated Plan.

16	<b>Agency/Group/Organization</b>	YWCA OF SPOKANE
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Persons with Disabilities Services-Victims of Domestic Violence Services-homeless Services-Employment Services - Victims
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	A consultation meeting was held with members from this organization. City of Spokane staff shared general information about the Consolidated Plan and asked for feedback and input based on the organization's areas of expertise. This feedback was considered when identifying key goals and priority funding areas in the Consolidated Plan.
17	<b>Agency/Group/Organization</b>	Spokane Low Income Housing Consortium
	<b>Agency/Group/Organization Type</b>	Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Market Analysis
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	A staff member from the City of Spokane was invited to attend a Spokane Low Income Housing Consortium meeting to share general information about the Consolidated Plan and accept feedback and input based on the organization's areas of expertise. This feedback was considered when identifying key goals and priority funding areas in the Consolidated Plan.
18	<b>Agency/Group/Organization</b>	Community Housing and Human Services Board
	<b>Agency/Group/Organization Type</b>	Other government - Local

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Economic Development Market Analysis
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The CHHS Board helps set funding priorities based on the needs and goals in the Consolidated Plan and provides recommendations to Spokane City Council. CHHS staff work closely with the Board to discuss community needs for low- and moderate-income populations. Periodic updates were provided during monthly CHHS Board meetings and feedback was received and considered.
19	<b>Agency/Group/Organization</b>	WA 502 Spokane Regional Continuum of Care Board
	<b>Agency/Group/Organization Type</b>	Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	City of Spokane staff were invited to attend a CoC meeting. Staff shared general information about the Consolidated Plan and asked for feedback and input based on the CoC's areas of expertise. This feedback was considered when identifying key goals and priority funding areas in the Consolidated Plan.
20	<b>Agency/Group/Organization</b>	Spokane City Council
	<b>Agency/Group/Organization Type</b>	Other government - Local

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Economic Development Market Analysis Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	CHHS staff provided a presentation to City Council members during their August 29, 2024, Study Session. The presentation offered background information on the Consolidated Plan and an overview of the process used to gather community input and pertinent data. Council members were provided an opportunity to offer feedback to inform the goals of the Consolidated Plan.

### **Identify any Agency Types not consulted and provide rationale for not consulting**

The City of Spokane consults with numerous community stakeholders to ensure resources are provided to citizens in need of public assistance. The list of organizations listed above is representative of government agencies, services providers, educators, veteran services, and public health. CHHS provides an inclusive opportunity for citizen engagement in all planning processes.

No major agencies involved in housing or community development were intentionally excluded from consultation. Every effort was made to ensure advanced publication of meetings and opportunities to contribute.

### Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	City of Spokane, Community Housing and Human Services	The Continuum of Care (CoC) promotes community-wide planning and strategic use of resources to address homelessness, improve coordination and integration with mainstream resources and other programs targeted to people experiencing homelessness, improve data collection and performance measurement, and allow each community to tailor its program to the strengths and challenges within that community. Overlapping goals include: promoting an equitable, accountable, and transparent homeless crisis response system; prioritizing those with the greatest barrier to housing stability and the greatest risk of harm; preventing episodes of homelessness whenever possible; seeking to house everyone in a stable setting that meets their needs; strengthening the homeless provider workforce.
Assessment of Fair Housing	City of Spokane, Community Housing and Human Services	The Assessment of Fair Housing (AFH) is designed to improve community planning and overcome fair housing issues. The AFH process begins with inclusive community participation and results in the establishment of fair housing goals to increase fair housing choice and provide equal access and opportunity for all community members. Fair housing barriers identified through this research were considered while developing the Consolidated Plan.
City of Spokane Comprehensive Plan	City of Spokane, Department of Planning Services	The City of Spokane Comprehensive Plan provides guidance for all aspects of the City's growth and development for a period of 20 years. The plan is a set of visions, goals, policies, and implementation strategies that outline how the City should grow physically, socially, and economically. Overlapping goals include: fair and affordable housing, increased housing opportunities, housing rehabilitation, support for economic development programs and small businesses, infrastructure investments, facilities for special needs populations, investments in social health, food access and security, and diversity and equity.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Shaping Spokane Housing	City of Spokane, Department of Planning Services	Shaping Spokane Housing aims to address the City of Spokane's housing needs while preserving community character and livability. Based on the well-informed strategies in the Spokane Housing Action Plan, the program identifies comprehensive plan policies and development code regulations that can be improved to increase housing choice throughout Spokane. Overlapping goals include: increasing housing choice and attainability for all income levels and housing types; expanding the number of multi-unit developments within the City; and accelerating construction of more housing of all type in neighborhoods.
PlanSpokane - Climate Planning	City of Spokane, Department of Planning Services	Climate Planning supports community resiliency and addresses growing climate hazards. This plan is mandated by the Washington State Growth Management Act and will eventually be incorporated into City of Spokane's Comprehensive Plan. Overlapping goals include: developing infrastructure and policies that help reduce risks to public health and safeguard homes and businesses; and ensuring vulnerable residents have access to resources and support to overcome climate hazards. Concepts from the Climate Plan informed the Hazard Mitigation strategy in the Consolidated Plan.
Spokane County Consolidated Plan	Spokane County Housing and Community Development	Spokane County is currently developing its 2025-29 Consolidated Plan. The City and County worked together to gather data and community feedback to inform the shared goals of affordable housing, addressing community needs, and making place-based investment decisions.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Landscape Scan, Roadmap, and Recommendations	Better Health Together	Care coordination is foundational in providing whole-person care that integrates health and social services. In 2022, Better Health Together conducted a landscape scan of Eastern Washington to identify the current state of care coordination and opportunities for transforming to an improved, whole-person care coordination model. Overlapping goals include: improving resources to support public services; support organizations in developing tools and processes for public services; and expanding community relationships.
Housing Choice Voucher Administrative Plan	Spokane Housing Authority	SHA is a key partner in housing and services offered to low-income households, and special needs, at-risk of homelessness, and homeless households. Housing Choice Vouchers are a critical intervention to stabilizing housing in Spokane.

**Table 3 – Other local / regional / federal planning efforts**

**Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(l))**

As the City of Spokane began its Consolidated Planning efforts for 2025-29, a unique opportunity arose through a Coordinated Low Income Housing Planning Grant from the Washington Department of Commerce. Funding through this grant supported the work of Ami Manning, from Spokane Low Income Housing Consortium, to help align current planning efforts within the City of Spokane and the surrounding areas. The goal of identifying overlaps in planning is to allow jurisdictions to enhance efficiency and resource utilization, promote cohesive community development, reduce conflict in planning, and share data and analysis to create a more complete picture of the community.

Concerted effort was centered around the Continuum of Care (CoC) 5-Year Strategic Plan to Prevent and End Homelessness, the City of Spokane's Consolidated Plan, and Spokane County's Comprehensive Plan. Representatives from Spokane County, the City of Spokane Valley, the City of Spokane, and the CoC met each month to develop communication and outreach strategies to identify overlapping needs, goals, and objectives. Specific emphasis was placed on sharing data and information to identify common goals. Together, the entities collaborated on neighborhood outreach, community events, joint planning meetings, and shared documentation. The outcome of these efforts are regional long-range plans that complement one another and focus on common goals and areas for continued collaboration.

**Narrative (optional):**



## **PR-15 Citizen Participation – 91.105, 91.115, 91.200(c) and 91.300(c)**

### **1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting**

The City of Spokane developed a nine-month community engagement strategy in alignment with its Citizen Participation Plan. The strategy's primary goals were to assess community needs, gather input on priorities, and ensure the Consolidated Plan reflects community preferences. Key objectives included increasing participation from diverse community members, fostering ownership, and improving the relevance of the Consolidated Plan.

#### **Community Presentations and Outreach Events:**

CHHS staff delivered four presentations to civic and community groups on the consolidated planning process, resources from the CDBG, HOME, and ESG programs, past goals and priorities, and citizen participation opportunities. The presentations also promoted the Community Needs Survey. Additionally, City staff attended four community events to further educate the public and encourage survey participation.

#### **Community Needs Survey:**

CHHS distributed a Community Needs Survey to identify priorities in housing, public services, community development, and economic development. The survey included both quantitative and qualitative questions, with open-ended fields for additional comments. Feedback was analyzed to identify recurring themes and gaps in existing programs. The survey was open from June 1 to October 11, 2024, in six languages: English, Arabic, Marshallese, Russian, Spanish, and Vietnamese. It was posted on the City website and promoted through email, social media, local newspaper ads, and by stakeholder organizations. The survey received 739 responses, and results are included in the Community Engagement appendix.

#### **Public Meetings:**

In addition to monthly CHHS Board meetings, six public meetings were held at the Northeast Community Center, West Central Community Center, MLK Jr. Community Outreach Center, and virtually. These meetings provided information on the consolidated planning process, funding resources (CDBG, HOME, ESG), past goals, housing costs, and areas with high percentages of low- and moderate-income (LMI) households. Attendees were invited to provide feedback on their priorities for the 2025-2029 Consolidated Plan.

#### **Public Hearings:**

## Demo

- A draft of the Consolidated Plan was posted for public review on March 6, 2025, and the draft document was presented during the CHHS Board's public meeting. The public comment period was opened, and staff were available to receive public feedback. No public feedback was offered at that time.
- A public hearing on the draft Consolidated Plan was held on March 11, 2025, during the day, to allow additional options for individuals unable to attend the evening meetings. Staff were available to receive public feedback. No public feedback was offered at that time.
- A second public hearing was held at the CHHS Board meeting on April 2, 2025. Staff were available to receive public feedback. No public feedback was offered at that time.
- The public hearings were publicly noticed in the Spokesman Review on March 6, 2025.

### Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	Non-targeted/broad community	CHHS staff presented workplan and citizen participation outreach goals for the consolidated plan at the Community, Housing, and Human Services board meeting on May 1, 2024. There were 29 people present.	Findings from this event are summarized in the Community Engagement appendix.	All comments were accepted.	N/A
2	Community Needs Survey	Non-targeted/broad community	The survey was open from June 1, 2024 - October 11, 2024. There were 739 total respondents.	Survey results are summarized in the Community Engagement appendix.	All comments were accepted.	N/A

Demo

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Community Needs Survey	Non-targeted/broad community	CHHS and ONS staff tabled at the Summer Parkways event on June 18, 2024. Flyers with information about the Consolidated Plan, City of Spokane HUD funding, and a QR code linking to the Community Engagement Survey were handed out.	Findings from this event are summarized in the Community Engagement appendix.	All comments were accepted.	N/A
4	Community Needs Survey	Non-targeted/broad community	CHHS and ONS staff tabled at the Juneteenth Celebration at Grant Park event on June 19, 2024. Flyers with information about the Consolidated Plan, City of Spokane HUD funding, and a QR code linking to the Community Engagement Survey were handed out.	Findings from this event are summarized in the Community Engagement appendix.	All comments were accepted.	N/A

Demo

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
5	Public Meeting	Non-targeted/broad community  City of Spokane Neighborhood Council Leadership	CHHS staff presented the workplan, public meeting schedule, and Community Engagement Survey, for the consolidated plan at the City of Spokane Neighborhood Community Assembly meeting on August 1, 2024. There were 32 people present.	Findings from this event are summarized in the Community Engagement appendix.	All comments were accepted.	N/A
6	Community Needs Survey	Non-targeted/broad community	CHHS and ONS staff tabled at the Unity in the Community event on August 17, 2024. Flyers with information about the Consolidated Plan, City of Spokane HUD funding, and a QR code linking to the Community Engagement Survey were handed out.	Findings from this event are summarized in the Community Engagement appendix.	All comments were accepted.	N/A

Demo

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
7	Public Meeting	Non-targeted/broad community	Public meetings were held at the Northeast Community Center on August 21, 2024, and virtually on August 22, 2024. Members of the public and stakeholder organizations were asked for their input on Community Development and Public Services priorities and community needs. Focus. There were 13 people in attendance.	Findings from this event are summarized in the Community Engagement appendix.	All comments were accepted.	N/A

Demo

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
8	Public Meeting	Non-targeted/broad community	Public meetings were held at the West Central Community Center on August 26, 2024, and virtually on August 27, 2024. Members of the public and stakeholder organizations were asked for their input on Affordable Housing priorities and community needs. There were 13 people in attendance.	Findings from this event are summarized in the Community Engagement appendix.	All comments were accepted.	N/A

Demo

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
9	Community Needs Survey	Non-English Speaking - Specify other language: Spanish	CHHS tabled at the El Mercadito event on August 31, 2024. Flyers with information about the Consolidated Plan, City of Spokane HUD funding, and a QR code linking to the Community Engagement Survey were handed out.	Findings from this event are summarized in the Community Engagement appendix.	All comments were accepted.	N/A

Demo

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
10	Public Meeting	Non-targeted/broad community	A public meeting was held at the Martin Lutheran King Jr. Community Outreach Center on September 25, 2024. Members of the public and stakeholder organizations were asked for their input on Community Development, Public Services, Economic Development and Affordable Housing priorities. There were 20 people in attendance.	Findings from this event are summarized in the Community Engagement appendix.	All comments were accepted.	N/A

Demo

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
11	Public Meeting	Non-targeted/broad community	A joint meeting with Spokane County Housing and Community Development staff was held on October 1, 2024, at the Northeast Community Center. There were 15 people present.	Findings from this event are summarized in the Community Engagement appendix.	All comments were accepted.	N/A
12	Public Meeting	Non-targeted/broad community  City Council Members	CHHS staff presented the results from the Community Needs Survey and the draft goals and priorities for the Consolidated Plan on October 31, 2024, at the City of Spokane City Council Study Session. There were 6 council members present, and the meeting was live-streamed for the public.	Findings from this event are summarized in the Community Engagement appendix.	All comments were accepted.	N/A

Demo

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
13	Public Meeting	City of Spokane Neighborhood Council Representatives	CHHS staff presented the results of the Community Survey that informed the Requests for Proposals for neighborhood-specific projects at the Spokane Neighborhood Community Assembly meeting on January 9, 2025. There were 36 people present.	Findings from this event are summarized in the Community Engagement appendix.	All comments were accepted.	N/A
14	Public Meeting	Non-targeted/broad community	March 6, 2025, CHHS staff presented the draft consolidated plan to the CHHS Board and attending community members in an open public meeting. There were between 26 and 30 people present between the online and in-person options.	Staff were available to receive comments following the presentation, but no public comments were offered during the open meeting.	Not applicable.	

Demo

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
15	Public Hearing	Non-targeted/broad community	March 11, 2025, Presentation of the draft Consolidated Plan and request for public comment. The Public Hearing was offered in-person and virtually. No attendance.	No public comments received.	Not applicable.	
16	Public Hearing	Non-targeted/broad community	April 02/2025, presentation of the Consolidated Plan and a request for public comment. The public hearing was offered in-person and online. There were between 26-30 in attendance between the in-person and online options.	Staff were available to receive public comments following the public presentation, but no public comments were offered during the public hearing.	Not applicable.	

**Table 4 – Citizen Participation Outreach**

## Needs Assessment

### NA-05 Overview

#### Needs Assessment Overview

Information contained in the Needs Assessment was obtained through interviews, consultations, reports, and literature review.

Outreach to non-profit agencies and organization who serve special populations and/or low-income residents of Spokane was conducted. In person meetings or virtual meetings, with organizations that have been funded in the past, and other who have never received funding were arranged to understand where gaps in service may be. As a result, we have increased our email notification list with contacts who may want to participate in planning and/or apply for funding.

Engagement with City committees, leadership, planning departments, and public works staff was instrumental in establishing realistic and achievable goals for the five-year planning period. Given funding constraints, only high-priority needs will be addressed with specific goals in the Consolidated Plan. Overall, public feedback during the review and discussion phase of the Consolidated Plan was overwhelmingly positive.

## NA-10 Housing Needs Assessment - 24 CFR 91.205 (a,b,c)

### Summary of Housing Needs

The United States is currently experiencing a significant housing shortage across all income brackets, a trend that is also evident in the City of Spokane. This section summarizes the specific housing needs within the City, utilizing data from HUD's Comprehensive Housing Affordability Strategy (CHAS), as detailed in the tables below.

National housing crisis trends are mirrored in Spokane. Between the previous census periods, Spokane's population increased by 4%, or approximately 8,490 individuals, while household growth outpaced population growth at a rate of 6%. This discrepancy indicates a shift in household composition, including a rise in smaller households and single-person households, which in turn increases demand for housing across all income levels. Despite a 24% increase in median income, many households are remaining in their current residences, and housing mobility, particularly for low- and moderately low-income households, remains stagnant. Furthermore, the re-entry of affordable housing into the market is not being observed.

The local housing supply is insufficient to meet rising demand, exacerbated by the ongoing population growth and shrinking household sizes. This issue is further intensified by a shortage of skilled construction labor, escalating material costs, and a variety of financial constraints. Consultations with local project managers and housing providers have identified substantial increases in insurance premiums and a lack of affordable financing for housing projects across all income categories. These factors have a detrimental effect on the feasibility of housing development projects, making it difficult for many to move forward.

Although interest rates have stabilized over the past few quarters, the Washington Housing Study found that, as of Q1 2024, the average interest rate for 30-year home mortgages was 3.9%, compared to a new 30-year mortgage rate of 6.7%. This increase in mortgage rates has diminished homeowner mobility and impeded home price adjustments, thereby further distancing homeownership from reach for lower-income households. The combined impact of elevated mortgage interest rates, stagnating home prices, and rising construction costs is hindering both single-family and multifamily construction activity, which in turn reduces the overall housing supply for families across all income levels within the City of Spokane.

Additionally, the most recent vacancy data, as reported in the 2024 Spring Real Estate Report, indicated a vacancy rate of 1.8% as of March 2022. While this marks a slight increase from the 1.4% vacancy rate recorded in September 2021, it remains significantly lower than the 5%-6% vacancy rate typical for metropolitan areas. The exceptionally low vacancy rate is contributing to rising rent costs, making it increasingly challenging for low- and moderate-income households to secure affordable rental housing.

Demo

Demographics	Base Year: 2010	Most Recent Year: 2020	% Change
Population	210,695	219,185	4%
Households	87,625	93,075	6%
Median Income	\$42,386.00	\$52,600.00	24%

**Table 5 - Housing Needs Assessment Demographics**

**Alternate Data Source Name:**

2016-2020 CHAS

**Data Source Comments:**

**Number of Households Table**

	0-30% HAMFI	>30-50% HAMFI	>50-80% HAMFI	>80-100% HAMFI	>100% HAMFI
Total Households	13,880	11,975	19,025	10,235	37,955
Small Family Households	2,905	3,369	5,895	4,250	18,175
Large Family Households	535	800	1,450	505	2,360
Household contains at least one person 62-74 years of age	2,760	2,690	4,710	2,170	8,914
Household contains at least one person age 75 or older	2,035	1,950	2,060	965	2,895
Households with one or more children 6 years old or younger	1,745	2,175	2,810	1,660	3,535

**Table 6 - Total Households Table**

**Alternate Data Source Name:**

2016-2020 CHAS

**Data Source Comments:**

## Housing Needs Summary Tables

### 1. Housing Problems (Households with one of the listed needs)

	Renter					Owner				
	0-30% AMI	>30- 50% AMI	>50- 80% AMI	>80- 100% AMI	Total	0-30% AMI	>30- 50% AMI	>50- 80% AMI	>80- 100% AMI	Total
NUMBER OF HOUSEHOLDS										
Substandard Housing - Lacking complete plumbing or kitchen facilities	885	325	255	200	1,665	10	0	35	10	55
Severely Overcrowded - With >1.51 people per room (and complete kitchen and plumbing)	100	125	200	35	460	0	0	15	4	19
Overcrowded - With 1.01-1.5 people per room (and none of the above problems)	145	240	205	10	600	95	70	55	40	260
Housing cost burden greater than 50% of income (and none of the above problems)	6,105	1,415	415	0	7,935	2,240	925	475	25	3,665

Demo

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
Housing cost burden greater than 30% of income (and none of the above problems)	900	4,325	3,270	455	8,950	625	1,595	3,020	1,030	6,270
Zero/negative Income (and none of the above problems)	520	0	0	0	520	185	0	0	0	185

**Table 7 – Housing Problems Table**

Alternate Data Source Name:

2016-2020 CHAS

Data Source

Comments:

2. Housing Problems 2 (Households with one or more Severe Housing Problems: Lacks kitchen or complete plumbing, severe overcrowding, severe cost burden)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Having 1 or more of four housing problems	7,235	2,105	1,070	240	10,650	2,350	995	585	75	4,005
Having none of four housing problems	3,080	5,515	8,885	3,885	21,365	1,220	3,360	8,485	6,035	19,100
Household has negative income, but none of the other housing problems	0	0	0	0	0	0	0	0	0	0

**Table 8 – Housing Problems 2**

# Demo

Alternate Data Source Name:  
2016-2020 CHAS  
Data Source  
Comments:

## 3. Cost Burden > 30%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	1,765	2,055	1,165	4,985	760	805	1,175	2,740
Large Related	305	335	355	995	200	120	280	600
Elderly	1,985	1,520	870	4,375	1,285	1,165	1,230	3,680
Other	3,960	2,300	1,430	7,690	720	500	845	2,065
Total need by income	8,015	6,210	3,820	18,045	2,965	2,590	3,530	9,085

Table 9 – Cost Burden > 30%

Alternate Data Source Name:  
2016-2020 CHAS  
Data Source  
Comments:

## 4. Cost Burden > 50%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	0	0	610	610	660	305	0	965
Large Related	0	0	85	85	200	15	10	225
Elderly	1,610	430	240	2,280	870	315	255	1,440
Other	0	3,535	505	4,040	605	0	0	605
Total need by income	1,610	3,965	1,440	7,015	2,335	635	265	3,235

Table 10 – Cost Burden > 50%

Alternate Data Source Name:  
2016-2020 CHAS  
Data Source  
Comments:

## 5. Crowding (More than one person per room)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Single family households	165	355	210	8	738	95	70	70	20	255
Multiple, unrelated family households	35	4	95	0	134	0	0	4	24	28
Other, non-family households	80	10	95	34	219	0	0	0	0	0
Total need by income	280	369	400	42	1,091	95	70	74	44	283

Table 11 – Crowding Information – 1/2

Alternate Data Source Name:

2016-2020 CHAS

Data Source

Comments:

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
Households with Children Present	0	0	0	0	0	0	0	0

Table 12 – Crowding Information – 2/2

Data Source

Comments:

**Describe the number and type of single person households in need of housing assistance.**

The most recent data from the 2023 American Community Survey (ACS) indicates that the average household size in the City of Spokane is 2.35. Of the 95,061 households in the City, 33,781, or 35.54%, consist of single-person households. The City of Spokane does not collect specific data regarding the housing needs of single-person households requiring housing assistance, nor is this data provided by HUD.

Single-person households living below the poverty line are particularly vulnerable to housing instability, as individuals in poverty are often severely underhoused. According to the 2019-2023 U.S. Census Bureau data, 14.6% of Spokane residents live in poverty. Applying this poverty rate to the previously mentioned data suggests that approximately 4,932 single-person households in Spokane may require housing assistance.

Of the single-person households identified in the ACS, 42.8% are male and 57.2% are female, which allows for an estimation of 2,111 men and 2,821 women in need of housing assistance. These households represent a wide range of age groups, including an increasing number of elderly individuals who may face additional accessibility challenges. As life circumstances impact single-person households across all age groups, issues such as overcrowding and substandard housing conditions remain significant concerns, particularly within an aging housing stock.

### **Estimate the number and type of families in need of housing assistance who are disabled or victims of domestic violence, dating violence, sexual assault and stalking.**

Data obtained from [spokanetrends.org](http://spokanetrends.org) indicates that in 2023, there were 6,851 reported incidents of domestic violence (DV) in Spokane. The YMCA, a local organization that provides support for DV survivors, reported that between 2018 and 2023, nearly 25% of all violent crimes in Spokane were related to domestic violence. In 2022 alone, the YMCA's helpline provided support to 2,623 victims, and they assisted 985 women and children in securing shelter and housing services. Additionally, the 2024 Point in Time (PIT) Count for the City of Spokane identified that 9% of adults, or 151 individuals, reported being survivors of domestic violence.

Domestic violence is a leading cause of homelessness, particularly among women and children, as many victims are forced to flee abusive households, often resulting in homelessness.

While specific data on individuals with disabilities in need of housing assistance is not readily available, accessibility and transportation barriers disproportionately affect this population, thereby increasing their need for housing support. A consultation with the Disability Action Center Northwest further highlighted the limited availability of living-wage job opportunities for individuals with disabilities, exacerbating their housing challenges. For both individuals with disabilities and survivors of domestic violence, safe housing entails affordable, secure accommodations that provide access to necessary services and support systems.

### **What are the most common housing problems?**

A household is considered to have a housing problem if it experiences one or more of the following conditions:

- **Overcrowding** – More than one person per room.
- **Severe overcrowding** – More than 1.5 persons per room.
- **Cost burden** – Monthly housing costs (including utilities) exceeding 30% of monthly income.

- **Severe cost burden** – Monthly housing costs (including utilities) exceeding 50% of monthly income.
- **Lack of complete kitchen facilities.**
- **Lack of complete plumbing facilities.**

An analysis of the CHAS data reveals that severe overcrowding is the least prevalent housing issue within the City of Spokane, affecting 460 renter households and 55 owner-occupied households, each with more than 1.5 persons per room. When considering the broader category of overcrowding, which includes more than one person per room, the numbers increase, with 600 renters and 250 owners experiencing this condition. However, these figures are substantially lower compared to the number of households classified as cost burdened, with 8,950 renter households and 6,270 homeowner households spending between 30% and 50% of their monthly income on housing costs.

Severe cost burden, defined as households spending more than 50% of their income on rent or mortgage, affects 7,935 renters and 3,665 homeowners. Although the number of households in this category is lower than those facing cost burdens between 30% and 50%, severe cost burden represents a significantly more precarious housing situation. Cost burdened households, at both the moderate and severe levels, are the most common housing issue across all household types.

Additionally, the CHAS data identifies households experiencing inadequate housing conditions, such as the lack of complete kitchen or plumbing facilities. Specifically, 1,666 renter households and 55 owner-occupied households are affected by the absence of complete kitchen facilities, while similar figures are reported for the lack of plumbing facilities. Furthermore, a significant number of households face multiple housing problems: 10,650 renter households and 4,005 owner-occupied households report experiencing more than one housing issue simultaneously.

### **Are any populations/household types more affected than others by these problems?**

The CHAS data indicates that elderly households are disproportionately affected by both cost burden and severe cost burden issues. This is primarily due to the fixed income status of many elderly individuals, which renders them more vulnerable to market forces that drive up rental prices. Additionally, these households face limited options for increasing their income to offset rising housing costs. Furthermore, there is a strong preference among elderly individuals to "age in place," which presents challenges in the absence of rent control measures within the City of Spokane. The lack of such protections, coupled with rising utility and insurance costs, exacerbates the financial strain on these households, resulting in a larger proportion of their income being allocated to housing expenses.

The issue of overcrowding is most pronounced among single-family households, which aligns with the broader trend described in the housing needs summary. Housing mobility remains constrained, and as a result, growing families often face the difficult choice of staying in their current residence and adding additional occupants to existing rooms due to the limited availability of affordable housing options.

**Describe the characteristics and needs of Low-income individuals and families with children (especially extremely low-income) who are currently housed but are at imminent risk of either residing in shelters or becoming unsheltered 91.205(c)/91.305(c)). Also discuss the needs of formerly homeless families and individuals who are receiving rapid re-housing assistance and are nearing the termination of that assistance**

Affordable housing is contingent upon two primary factors: the cost of housing and the income of the household. Households with extremely low incomes, defined as those earning less than 30% of the Area Median Income (AMI), constitute 44% of cost-burdened households. The scarcity of affordable housing results in households across various income levels allocating a disproportionate amount of their income to housing costs. When housing expenses exceed 30% of a household's income, the household is at significant risk of becoming homeless. This situation is further exacerbated by additional economic pressures, including the costs of childcare, healthcare, transportation, and other essential services. For households with a single income-earning adult, these compounded financial challenges create an increasingly precarious living situation. Very low-income single-parent households, in particular, are at heightened risk of experiencing homelessness due to their limited income and high living expenses. Consequently, financial housing support, along with long-term supportive services such as financial education, job training, and affordable childcare, are critical to stabilizing these households.

For vulnerable populations, access to living-wage employment is essential to secure adequate housing. Despite a 24% increase in median household incomes in the City of Spokane, this growth has not kept pace with rising housing costs. A shortage of housing vouchers and insufficient new construction of low-income housing units have failed to meet the growing demand, preventing a reduction in housing costs and increasing the risk of homelessness for many households.

Individuals receiving rapid re-housing assistance have specific needs that must be thoroughly assessed to ensure successful outcomes. This initial assessment is critical in determining the appropriate supportive services to help individuals maintain housing stability as they approach the termination of their assistance. Reassessing their needs as they near the end of assistance is essential for facilitating their transition into permanent and supportive housing. Such assessments should include consideration of services related to substance abuse, mental health, and physical health. Permanent supportive housing is a key intervention for households facing these challenges, as it can prevent initial homelessness or reduce the risk of recurrence. While Spokane's subsidized rental and homeownership inventory includes a variety of housing types, the overall number of available units remains insufficient to meet the full spectrum of needs among its at-risk population.

**If a jurisdiction provides estimates of the at-risk population(s), it should also include a description of the operational definition of the at-risk group and the methodology used to generate the estimates:**

Not applicable.

**Specify particular housing characteristics that have been linked with instability and an increased risk of homelessness**

Individuals and families experience homelessness for a variety of reasons. As previously discussed, rental costs are escalating at a pace that outstrips the growth of household incomes, particularly among low-income families. Concurrently, rising construction and financing costs are impeding the development of new housing across all affordability levels. This delay in new housing supply prevents low-income households from transitioning to moderate-income housing, thus failing to free up affordable units for those in greatest need. The ongoing conversion of existing housing stock to short-term rental or vacation use further exacerbates the housing crisis. Additionally, there is a significant gap in resources available to support low-income households, particularly with respect to long-term rental assistance, relative to the growing demand for these services.

**Discussion**

The tables above illustrate the tangible impact of the current housing needs on residents earning 30%, 50%, and 80% of the Area Median Income (AMI). Table 9 reveals that 18,046 households, across various household compositions, are paying between 30% and 50% of their income on rent, in contrast to 9,084 homeowners in the same financial situation. When reviewing the data from Table 10, it is evident that 7,015 renter households and 3,235 homeowner households are severely cost-burdened, meaning they allocate over 50% of their monthly income toward housing costs. This severe cost burden significantly increases their vulnerability to housing instability, as any unexpected financial hardship could result in an inability to maintain housing.

While overcrowding and substandard housing conditions, such as inadequate kitchen and plumbing facilities, remain ongoing concerns and exacerbate the issue of housing stock maintenance, the high incidence of cost-burdened and severely cost-burdened households presents an escalating risk of these individuals and families entering the unsheltered population. The primary barrier to addressing these identified needs is funding limitations. However, a review of the data underscores the critical importance of establishing clear priorities within this Consolidated Plan and optimizing the use of available resources to effectively achieve those objectives.

## NA-15 Disproportionately Greater Need: Housing Problems – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

### Introduction

As defined by the U.S. Department of Housing and Urban Development (HUD), a disproportionate need is identified when members of a specific racial or ethnic group, within a particular income bracket, experience housing problems at a rate that exceeds the overall rate for that income group by 10 percentage points or more. While the primary objective of the tables presented is to assess the relative housing needs of various racial and ethnic groups, the data also provide significant insights into the broader housing needs within the jurisdiction.

The four housing problems are defined as follows:

- **Lack of Complete Kitchen Facilities**
- A complete kitchen includes, at a minimum, a sink with faucet, stove/range, and a refrigerator.
- **Lack of Complete Plumbing Facilities**
- Complete plumbing facilities are characterized by the presence of hot and cold running water, a flush toilet, and either a bathtub or shower.
- **Overcrowding**
- Overcrowding is defined as a living arrangement where more than one person resides per room.
- **Cost Burden**
- A household is considered cost burdened if between 30% and 50% of its income is allocated toward housing costs.

### 0%-30% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	10,925	1,875	900
White	9,000	1,575	690
Black / African American	255	35	4
Asian	275	14	30
American Indian, Alaska Native	190	90	10
Pacific Islander	80	20	0
Hispanic	670	104	10
0	0	0	0

**Table 13 - Disproportionally Greater Need 0 - 30% AMI**

Alternate Data Source Name:

2016-2020 CHAS

Data Source Comments:

\*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

### 30%-50% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	9,550	3,060	0
White	7,770	2,555	0
Black / African American	410	149	0
Asian	240	70	0
American Indian, Alaska Native	150	60	0
Pacific Islander	115	15	0
Hispanic	440	110	0
0	0	0	0

Table 14 - Disproportionally Greater Need 30 - 50% AMI

Alternate Data Source Name:

2016-2020 CHAS

Data Source Comments:

\*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

### 50%-80% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	7,440	8,730	0
White	6,535	7,375	0
Black / African American	170	300	0
Asian	165	300	0
American Indian, Alaska Native	75	95	0

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Pacific Islander	60	25	0
Hispanic	275	410	0
0	0	0	0

Table 15 - Disproportionally Greater Need 50 - 80% AMI

Alternate Data Source Name:

2016-2020 CHAS

Data Source Comments:

\*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

**80%-100% of Area Median Income**

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1,840	6,980	0
White	1,680	5,995	0
Black / African American	0	85	0
Asian	45	215	0
American Indian, Alaska Native	25	100	0
Pacific Islander	15	30	0
Hispanic	45	325	0
0	0	0	0

Table 16 - Disproportionally Greater Need 80 - 100% AMI

Alternate Data Source Name:

2016-2020 CHAS

Data Source Comments:

\*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

**Discussion**

Tables 13-16 identify the disproportionate housing needs experienced by racial and ethnic groups within specific income brackets in the City of Spokane. An analysis of the Comprehensive Housing Affordability Strategy (CHAS) data, as provided by the U.S. Department of Housing and Urban Development (HUD) provides the following information:

### **0-30% Area Median Income (AMI)**

At the 0-30% AMI level, 85% of households face one or more housing-related issues. Housing needs are notably high across all racial and ethnic groups, with the exception of American Indian/Alaska Native households, which exhibit the lowest proportion of households facing housing challenges at 68%. The racial and ethnic groups with the highest incidence of housing problems include Asian (95%), Black/African American (88%), and Hispanic (87%) households. These figures closely align with the overall rate of households experiencing housing problems, which stands at 85%. Notably, Asian households experience a rate that is 10 percentage points higher than the overall rate for this income category.

### **30-50% AMI**

Among households in the 30-50% AMI range, 76% report housing problems. Significant challenges are observed across all racial and ethnic groups, with American Indian/Alaska Native households presenting the lowest incidence of housing problems at 71%. On the other hand, Pacific Islander households report the highest rate of housing issues within this group, at 88%, which exceeds the overall rate for this income bracket by 12 percentage points.

### **50-80% AMI**

In the 50-80% AMI category, approximately 46% of households encounter housing problems. Asian and Black/African American households report the lowest percentages of housing issues, at 35% and 36%, respectively. Conversely, Pacific Islander households experience a significantly higher rate of housing problems, at 71%, which is 25 percentage points above the overall rate for this income group.

### **80-100% AMI**

For the 80-100% AMI income bracket, the proportion of households facing housing problems is the lowest, with approximately 21% of households encountering at least one housing issue. Black/African American households report the lowest incidence of housing problems within this group, at 0%, while Hispanic households report a rate of 12%. Pacific Islander households once again report the highest rate in this category, at 33%, exceeding the overall rate for this income level by 12 percentage points.

## **NA-20 Disproportionately Greater Need: Severe Housing Problems – 91.205 (b)(2)**

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

### **Introduction**

The severe housing needs analysis utilizes the U.S. Department of Housing and Urban Development (HUD) definition of "severe housing needs" and incorporates HUD-prepared housing needs data. The accompanying tables present a breakdown of severe housing needs by racial and ethnic group and income level. A disproportionate need is identified when individuals of a specific racial or ethnic group, within a given income bracket, experience severe housing problems at a rate that exceeds the overall rate for that income group by 10 percentage points or more.

The four categories of severe housing problems are as follows:

- **Lack of Complete Kitchen Facilities**
  - A housing unit is considered to lack complete kitchen facilities if it is missing any one of the following: a sink with faucet, a stove or range, or a refrigerator.
- **Lack of Complete Plumbing Facilities**
  - A housing unit is defined as lacking complete plumbing facilities if it does not have both hot and cold running water, a flush toilet, and a bathtub or shower.
- **Overcrowding**
  - Overcrowding is defined as having more than 1.5 persons per room in the housing unit.
- **Cost Burden**
  - A household is considered cost-burdened if more than 50% of its income is allocated towards housing costs, including rent and utilities.

The subsequent tables display the housing needs data by racial and ethnic group, allowing for a comparison of the experiences within the jurisdiction as a whole. Income levels are categorized as follows:

- 0%-30% AMI: Extremely low income
- 31%-50% AMI: Low income
- 51%-80% AMI: Moderate income
- 81%-100% AMI: Middle income

These distinctions help in analyzing the varying degrees of severe housing needs across different income categories.

**0%-30% of Area Median Income**

<b>Severe Housing Problems*</b>	<b>Has one or more of four housing problems</b>	<b>Has none of the four housing problems</b>	<b>Household has no/negative income, but none of the other housing problems</b>
Jurisdiction as a whole	9,750	3,050	900
White	8,030	2,545	690
Black / African American	200	90	4
Asian	210	79	30
American Indian, Alaska Native	180	100	10
Pacific Islander	80	20	0
Hispanic	650	124	10
0	0	0	0

**Table 17 – Severe Housing Problems 0 - 30% AMI**

Alternate Data Source Name:

2016-2020 CHAS

Data Source Comments:

\*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

**30%-50% of Area Median Income**

<b>Severe Housing Problems*</b>	<b>Has one or more of four housing problems</b>	<b>Has none of the four housing problems</b>	<b>Household has no/negative income, but none of the other housing problems</b>
Jurisdiction as a whole	4,370	8,245	0
White	3,525	6,805	0
Black / African American	160	405	0
Asian	110	205	0
American Indian, Alaska Native	35	180	0
Pacific Islander	100	30	0
Hispanic	240	310	0
Other	0	0	0

**Table 18 – Severe Housing Problems 30 - 50% AMI**

Alternate Data Source Name:

2016-2020 CHAS

Data Source Comments:

\*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

### 50%-80% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1,580	14,595	0
White	1,225	12,680	0
Black / African American	50	425	0
Asian	105	360	0
American Indian, Alaska Native	30	135	0
Pacific Islander	60	25	0
Hispanic	60	620	0
Other	0	0	0

**Table 19 – Severe Housing Problems 50 - 80% AMI**

Alternate Data Source Name:

2016-2020 CHAS

Data Source Comments:

\*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

### 80%-100% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	340	8,485	0
White	260	7,420	0
Black / African American	0	85	0
Asian	35	220	0
American Indian, Alaska Native	0	130	0
Pacific Islander	15	30	0
Hispanic	20	350	0
Other	0	0	0

**Table 20 – Severe Housing Problems 80 - 100% AMI**

**Alternate Data Source Name:**

2016-2020 CHAS

**Data Source Comments:**

\*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

## **Discussion**

The severe housing needs assessment examines the disproportionate severity of housing challenges faced by various racial and ethnic groups, segmented by income category. This analysis is based on data from the NA-20 Severe Housing Problems tables.

### **0-30% AMI (Extremely Low Income):**

Within this income category, 76% of households experience one or more housing problems. Housing needs are notably high across all racial and ethnic groups, with the percentage of households reporting housing issues ranging from 69% to 84%. The groups with the highest prevalence of housing problems are Hispanic (84%) and Pacific Islander (80%). Conversely, Black/African American households report the lowest incidence of housing issues at 69%. These figures align closely with the overall rate of 76% for households experiencing housing problems, indicating that no racial or ethnic group is disproportionately affected at this income level.

### **30-50% AMI (Low Income):**

For households in this income bracket, 35% report facing housing problems. Although all racial and ethnic groups experience notable housing challenges, American Indian/Alaska Native households report the lowest proportion of housing problems at 16%. In contrast, Pacific Islander households exhibit the highest rate of housing issues within this group, at 77%, more than double the average for this income.

### **50-80% AMI (Moderate Income):**

Among households in this income range, only 10% face housing issues. White and Hispanic households report the lowest percentages of housing problems, at 9%. Asian households experience a higher rate of 23%, 13 percentage points above the overall rate for this income group. Pacific Islander households exhibit a particularly concerning rate of 71%, which is 61 percentage points higher than the overall rate for this income category—the largest disparity across all income levels.

### **80-100% AMI (Middle Income):**

This income group has the lowest proportion of households with housing problems, with 4% reporting challenges. Black/African American and American Indian households both report the lowest rates, at 0%. However, Asian households face a higher incidence at 14%, 10 percentage points above the overall rate for this income level. Pacific Islander households again report the highest rate in this group, at 33%, which is 29 percentage points higher than the overall rate.

## Demo

This analysis underscores the varying degrees of housing challenges faced by different racial and ethnic groups, particularly within the lowest income categories. It highlights the need for targeted interventions to address these disparities.

## NA-25 Disproportionately Greater Need: Housing Cost Burdens – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

### Introduction:

The U.S. Department of Housing and Urban Development (HUD) classifies households as cost-burdened when they allocate more than 30 percent of their income toward housing expenses. Households that are cost-burdened often face significant financial strain, as this elevated expenditure on housing may limit their ability to afford other essential needs, such as food, clothing, transportation, and medical care, all while maintaining housing stability.

Furthermore, HUD defines a "disproportionately greater need" as a situation where members of a specific racial or ethnic group at a given income level experience housing problems at a rate that exceeds the overall rate for that income level by 10 percentage points or more. As with prior analyses of housing problems and severe housing issues by race and ethnicity, it is important to note that the sample sizes for some racial or ethnic groups may be relatively small. This limitation could result in either an underestimation or overestimation of the degree of disproportionate housing burdens faced by these groups.

### Housing Cost Burden

Housing Cost Burden	<=30%	30-50%	>50%	No / negative income (not computed)
Jurisdiction as a whole	56,970	16,160	14,565	990
White	50,250	14,120	12,065	775
Black / African American	925	520	345	4
Asian	1,330	305	300	30
American Indian, Alaska Native	720	215	225	10
Pacific Islander	205	25	170	0
Hispanic	2,250	545	835	10

**Table 21 – Greater Need: Housing Cost Burdens AMI**

Alternate Data Source Name:

2016-2020 CHAS

Data Source Comments:

### Discussion:

An analysis of Table 21, using HUD's definitions of housing cost burden and disproportionately greater need, indicates that the overall percentage jurisdiction-wide of cost burdened households is 35.04%.

## Demo

Black/African American households have a cost-burdened rate of 48.32% (exceeding the overall rate by 13.28 percentage points).

Pacific Islander households have a cost-burdened rate of 48.75% (exceeding the overall rate by 13.71 percentage points).

Since both exceed the jurisdictional rate by more than 10 percentage points, they meet HUD's criteria for disproportionately greater need.

White, Asian, American Indian/Alaska Native, and Hispanic households have cost-burdened rates close to or slightly above the jurisdiction-wide rate but do not meet the 10-percentage point threshold for disproportionate need, indicating that many of Spokane's households are on the edge of housing instability, regardless of race and ethnicity.

## **NA-30 Disproportionately Greater Need: Discussion – 91.205(b)(2)**

**Are there any income categories in which a racial or ethnic group has disproportionately greater need than the needs of that income category as a whole?**

The data above shows that it is rare for a group in the same AMI category to be disproportionately impacted by housing problems due to race or ethnicity, with two races being affected in only two of the subcategories and only one in the other eight. The data does signal that Pacific Islander households are overwhelmingly disproportionately impacted, being identified in seven of the ten categories above.

Disproportionate Housing Problems:

- Extremely Low Income: Asian
- Very Low Income: Pacific Islander
- Low Income: Pacific Islander
- Moderate Income: Pacific Islander

Disproportionate Severe Housing Problems:

- Extremely Low Income: None
- Very Low Income: Pacific Islander
- Low Income: Pacific Islander and Asian
- Moderate Income: Pacific Islander and Asian

Cost Burden: Black/African American

Extreme Cost Burden: Pacific Island

**If they have needs not identified above, what are those needs?**

Household income continues to be the primary indicator for both housing and non-housing problems. The only other need that was identified during the preparation of the Consolidated Plan that were specific to a race or ethnicity was related to childcare. According to data collected by Priorities Spokane, children with Pacific Islander origins had lower kindergarten readiness rates.

**Are any of those racial or ethnic groups located in specific areas or neighborhoods in your community?**

The most recent data available from the US Census dated 7/1/2023 shows a relatively low population of the identified race and ethnicity populations above. Of the 229,447 people estimated to be living in the City of Spokane, .08% (18,356) identify as Native Hawaiian or other Pacific Islander. Similarly low levels

## Demo

of Black/African American (2.7%) and Asian (2.9%) are seen in the same data set. There is no data available that shows a concentration of these minority groups in any specific areas.

## **NA-35 Public Housing – 91.205(b)**

### **Introduction**

A variety of nonprofit organizations and governmental agencies provide publicly assisted housing within the City of Spokane. At the federal level, the U.S. Department of Housing and Urban Development (HUD) and the U.S. Department of Veterans Affairs (VA) are the primary agencies responsible for housing resources. These agencies offer deep subsidies to support low-income populations. HUD administers programs such as Housing Choice Vouchers, public housing operating subsidies, HOME Investment Partnerships Program (HOME), Community Development Block Grants (CDBG), and McKinney-Vento Homeless Assistance Grants, while the VA allocates Housing Vouchers specifically for veterans and their families through the Veterans Affairs Supportive Housing (VASH) Program.

At the state level, the Washington State Department of Commerce administers the Housing Trust Fund, which provides financial resources to local governments for housing development, acquisition, rehabilitation, operations, and tenant-based rental assistance (TBRA). Additionally, the Washington State Housing Finance Commission (WSHFC) offers support for homeownership and multifamily rental housing programs, primarily through its Low-Income Housing Tax Credit (LIHTC) program.

Locally, the City of Spokane's Department of Community, Housing, and Human Services (CHHS) utilizes resources from both HUD and the state, including funding from the HOME Program, CDBG, and state pass-through funds generated by local real estate fees. The Spokane Housing Authority (SHA) operates deep-subsidy multifamily programs using HUD resources and administers other housing programs funded by state and local governments, primarily focused on rental housing. SHA manages rental assistance programs, which include HUD-subsidized project-based apartment units and properties with rental assistance "attached" to the units.

As of November 1, 2019, SHA no longer owns or operates Public Housing units. SHA utilized HUD's Rental Assistance Demonstration (RAD) program to convert all Public Housing units to project-based housing vouchers under the Housing Choice Voucher (HCV) program. To mitigate any potential negative impacts on Public Housing participants due to this conversion, SHA established a Relocation Specialist position to assist in relocating families to affordable housing within the community and to continue providing rental assistance through the HCV program. Furthermore, all families on the Public Housing waiting list at the time of the conversion were given the opportunity to be placed on the HCV waiting list with the same priority date as their original Public Housing application. The transition of households, which was delayed due to the COVID-19 pandemic, was completed successfully by the spring of 2024.

## Demo

Other local organizations also play essential roles in the planning and delivery of publicly assisted housing in Spokane. The Spokane Low Income Housing Consortium (SLIHC) facilitates partnerships between developers and operators of publicly assisted housing while advocating for affordable housing options for low-income populations. Additionally, several nonprofit housing development and operations entities, many of which are members of SLIHC, contribute to the development, operation, and/or ownership of subsidized housing for Spokane residents. These organizations include Habitat for Humanity, Community Frameworks, Catholic Charities, and Spokane Neighborhood Action Partners.

### Totals in Use

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers in use	0	54	0	763	729	4,011	316	123	3,413

**Table 22 - Public Housing by Program Type**

\*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Alternate Data Source Name:

PIH IMS/PIC Data

Data Source Comments:

### Characteristics of Residents

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	
Average Annual Income	0	8,991	0	13,912	11,761	14,371	15,594	15,221	

Demo

	Program Type							
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher	
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program
Average length of stay	0	0	0	0	0	0	0	0
Average Household size	0	1	0	0	0	0	0	3
# Homeless at admission	0	23	0	1,081	295	786	115	17
# of Elderly Program Participants (>62)	0	32	0	3,645	389	3,256	115	17
# of Disabled Families	0	0	0	3,388	356	3,032	286	27
# of Families requesting accessibility features	0	0	0	4,665	63	4,294	70	73
# of HIV/AIDS program participants	0	0	0	0	0	0	0	0
# of DV victims	0	0	0	0	0	0	0	0

**Table 23 – Characteristics of Public Housing Residents by Program Type**

**Alternate Data Source Name:**

PIH IMS/PIC Data

**Data Source Comments:**

## Race of Residents

Race	Certificate	Mod-Rehab	Public Housing	Program Type					
				Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
White	0	48	0	4,001	595	3,358	276	101	2,920
Black/African American	0	3	0	318	42	273	22	5	215
Asian	0	0	0	54	10	44	4	1	33
American Indian/Alaska Native	0	1	0	181	37	143	5	5	107
Pacific Islander	0	0	0	59	7	59	1	0	17
Other	0	2	0	126	38	164	8	11	121
*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition									

Table 24 – Race of Public Housing Residents by Program Type

Alternate Data Source Name:

PIH IMS/PIC Data

Data Source Comments:

## Ethnicity of Residents

Ethnicity	Certificate	Mod-Rehab	Public Housing	Program Type					
				Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
Hispanic	0	1	0	273	38	234	14	4	177
Not Hispanic	0	53	0	4,544	691	3,800	302	119	3,236

**\*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition**

**Table 25 – Ethnicity of Public Housing Residents by Program Type**

**Alternate Data Source Name:**

PIH IMS/PIC Data

**Data Source Comments:**

### **Section 504 Needs Assessment: Describe the needs of public housing tenants and applicants on the waiting list for accessible units:**

As previously noted, the Spokane Housing Authority (SHA) no longer owns or directly manages public housing units. However, residents and clients of the Spokane Housing Authority continue to have access to the accommodations described below, regardless of the specific type of voucher they receive.

Residents of any property owned or managed by SHA may request a reasonable accommodation or modification at any time. These requests are processed and responded to within a reasonable timeframe. The SHA application form includes a section that allows applicants to indicate any specific features or accommodations required to support their disability. If a current tenant or applicant requires a specially designed accessible unit and an existing occupant does not require the accessibility features, SHA will transfer the current resident to a non-accessible unit, thereby making the accessible unit available to the tenant or applicant in need. All requests are subject to being reasonable in nature and economically feasible. Typical accommodation requests include ground-floor transfers, service or emotional support animals, minor modifications such as the installation of grab bars, and adjustments to the number of bedrooms on a tenant's voucher.

In July 2014, the Spokane Housing Authority conducted a comprehensive program and unit accessibility review to assess compliance with Section 504 requirements. At the time of the review, SHA managed 25 substantially accessible units, which represented only 3% of the total units. In 2016, SHA converted 11 units at the Valley 206 Apartments to meet Section 504 standards, followed by the conversion of an additional 3 units in 2018 at the Hifumi-En Apartments. As of 2025, SHA manages a total of 45 units that meet Section 504 standards. This data demonstrates that over the past decade, SHA has consistently increased the number of units that comply with Section 504 accessibility requirements.

### **Most immediate needs of residents of Public Housing and Housing Choice voucher holders**

In January 2014, the SHA Section 8 Housing Choice Vouchers wait list was opened to applicants in Spokane County for a 2-week period. The housing authority received 4,000 applications as the first step to establishing a wait list. From these applications, 2,000 were chosen through a random lottery to be placed on a waiting list.

In January 2015, the agency again opened the wait list for Vouchers for a 5-day period. Over 4,000 applications were received, a significant increase over the previous year. In February 2015, a random lottery was held to determine which 600 applications would be placed on the waiting list. The Spokane Housing Authority also maintains a separate wait list for public housing units located within the City of Spokane. This wait list is currently closed and is only very rarely opened because turnover in the 125 units is very slow. As of January 2015, the agency's public housing wait list included 692 households. The vast majority (76%) female heads of household.

### **How do these needs compare to the housing needs of the population at large**

Applicants on the current waitlists for housing programs typically possess fewer resources than the general population. A common characteristic among these applicants is a lack of income, with many facing challenges in securing living-wage employment. As a result, their need for affordable housing is often more acute compared to the broader population, which generally has greater access to resources and higher income levels. Households experiencing both low income and disability face even more limited housing options, particularly when their needs include both affordability and accessibility. These households must compete for the relatively small number of accessible and affordable units currently available within the community.

## **Discussion**

Multiple agencies provide publicly assisted housing in Spokane using federal, state, and local funds, with key roles played by SHA, CHHS, and nonprofits.

## NA-40 Homeless Needs Assessment – 91.205(c)

### Introduction:

Homelessness remains persistent in Spokane and much remains to be accomplished in meeting the goal of ending homelessness. The annual homeless point in time count conducted in January 2024 counted 2,021 persons experiencing sheltered or unsheltered homelessness.

Community leaders, homeless program providers and the Spokane Continuum of Care have been working to reduce homelessness and ultimately end it. To provide a road map toward achieving the goal of ending homelessness in Spokane, the community developed a long-range strategic plan – Strategic Plan to End Homelessness in Spokane 2025-2030. Objectives of the 5-Year Strategic Plan The plan follows guidance from the Washington State Department of Commerce, in association with HUD and the Spokane City/County Continuum of Care Board and Sub-Committees.

- Objective One: Promote and equitable, accountable, and transparent homeless crisis response system.
- Objective Two: Prioritize those with the greatest barrier to housing stability and the greatest risk of harm.
- Objective Three: Prevent episodes of homelessness whenever possible.
- Objective Four: Seek to house everyone in a stable setting that meets their needs.
- Objective Five: Strengthen the homeless provider workforce.

The above objectives will guide the strategy and performance measures of the City of Spokane and Spokane County response to homelessness and housing insecurity over the next five years

**If data is not available for the categories "number of persons becoming and exiting homelessness each year," and "number of days that persons experience homelessness," describe these categories for each homeless population type (including chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth):**

Data for "numbers of persons becoming and exiting homelessness each year" and "number of days that persons experience homelessness," is found in the LSA report and noted in the table.

## Nature and Extent of Homelessness: (Optional)

<b>Race:</b>	<b>Sheltered:</b>	<b>Unsheltered (optional)</b>
White	1,053	0
Black or African American	121	0
Asian	12	0
American Indian or Alaska Native	63	0
Pacific Islander	35	0
<b>Ethnicity:</b>	<b>Sheltered:</b>	<b>Unsheltered (optional)</b>
Hispanic	56	0
Not Hispanic	1,937	0

Data Source

Comments: 2024 Point-In-Time Count

### Estimate the number and type of families in need of housing assistance for families with children and the families of veterans.

In the 2024 Point in Time Count for the county, a total of 54 families were identified as literally homeless, while 53 families were enrolled in transitional housing programs. Notable advancements have been made in the intake, assessment, and placement processes for families, resulting in an increased number of families with children being referred to housing under the Housing First model.

Families are particularly susceptible to housing instability due to the scarcity of affordable housing options. This demographic requires housing that is both affordable and proximate to key resources such as schools, public transportation, and employment centers. Rapid rehousing interventions, including tenant-based rental assistance, align well with the needs of these families. Additionally, the limited number of Permanent Supportive Housing (PSH) units designated for families has shown positive outcomes. However, the process of identifying households that meet the chronicity criteria for PSH remains a significant challenge.

To address this, advocacy efforts will focus on relaxing the chronicity eligibility requirements for PSH units designated for families in the 2025/2026 funding cycles.

### Describe the Nature and Extent of Homelessness by Racial and Ethnic Group.

The 2024 Point in Time (PIT) data indicates that, out of a total of 1,993 individuals across all populations, Indigenous households comprised 5.8% of the homeless population; White households represented 68%; Black households accounted for 6.6%; Hispanic households made up 3.8%; Asian households comprised 0.7%; White and Hispanic households together represented 3.6%; Multi-Racial and Hispanic

households constituted 0.5%; Multi-Racial households made up 7.5%; and Native Hawaiian or Pacific Islander households represented 2%.

When compared to the current racial and ethnic composition of Spokane County, the data reveals that, with the exception of White households, all other demographic groups are overrepresented in the local homeless system.

### **Describe the Nature and Extent of Unsheltered and Sheltered Homelessness.**

The overall decrease in the homeless population in 2024 can largely be attributed to the operations of the TRAC Shelter, which provided housing for nearly 300 individuals at any given time. Additionally, several warming shelters were activated during this period. Both the TRAC Shelter and warming shelters were funded through one-time ARPA (American Rescue Plan Act) allocations, which will no longer be available in 2025 and beyond.

## NA-45 Non-Homeless Special Needs Assessment - 91.205 (b,d)

### Introduction:

The City of Spokane conducted a comprehensive assessment in collaboration with partner agencies to determine the housing and supportive service needs of vulnerable populations, including seniors, individuals with disabilities, veterans, persons with substance use disorders, survivors of domestic violence, and low-to-moderate income residents. The findings, derived from stakeholder consultations and the City's Community Needs Survey, identified key priorities, including expanded access to mental health services, affordable childcare, addiction treatment programs, and enhanced supportive services for economically disadvantaged individuals and those with disabilities. These priorities aim to address systemic service gaps and improve housing stability and overall well-being for at-risk populations.

### Describe the characteristics of special needs populations in your community:

**Seniors:** The City of Spokane has an estimated 51,803 seniors (62+) out of 229,228 residents (23%), per the 2023 ACS 5-Year Estimates. Analysis by Eastern Washington University's Spokane Trends data project found a significant rise in seniors (65+) living at or below the Federal Poverty Level (FPL), increasing from 2,603 in 2005 to 4,934 in 2023.

**Persons with Disabilities:** The 2021 American Community Survey reports 16.3% of Spokane County residents have a disability, exceeding the state average of 13.1%. Disabilities include hearing, vision, cognitive, ambulatory, self-care, and independent living difficulties. Age-specific rates in Spokane County show disability prevalence rising with age: Under 5 years (3.0%), 5-17 years (9.8%), 18-34 years (10.6%), 35-64 years (16.5%), 65-74 years (26.4%), and 75+ years (49.6%). Nearly half of individuals 75 and older are affected.

**Veterans:** The 2019–2023 ACS 5-Year Estimates indicate veterans comprise 8.2% of Spokane's population, or roughly 14,766 individuals. This group is predominantly male, with about 12,121 men and 2,645 women having served in the U.S. military.

**Persons with Substance Use Disorders:** The Washington State Department of Social & Health Services (DSHS) reports a high number of individuals with substance use disorders (SUD) in Spokane live below 200% of the federal poverty level, making them more vulnerable to substance misuse and barriers to treatment. Treatment data show alcohol as the most common substance (30%), followed by marijuana (22%), methamphetamines (18%), heroin (13%), and other opioids or synthetic drugs (12%). The opioid crisis, particularly fentanyl use, is a growing concern. The potency of synthetic opioids and their combination with heroin and other drugs have contributed to an 18% increase in drug-related deaths over a recent one-year period. Risk factors such as trauma, adverse childhood experiences (ACEs), and co-occurring mental health disorders contribute to substance misuse. Genetic predispositions and social environments, including intergenerational substance use and isolation, further increase risk.

**Domestic Violence:** Domestic violence in Spokane is a significant issue, affecting one in three women and one in ten men. Spokane County reported a 40% rise in domestic violence calls in 2020. Abuse takes multiple forms, including physical, emotional, psychological, and financial control. The Spokane Regional Domestic Violence Coalition identifies abuse as a pattern of behavior aimed at controlling or dominating an intimate partner through threats, intimidation, and coercion. The COVID-19 pandemic exacerbated domestic violence due to increased isolation and stress.

These issues highlight the challenges faced by Spokane's most vulnerable populations and underscore the need for targeted support services and interventions.

### **What are the housing and supportive service needs of these populations and how are these needs determined?**

**Seniors:** The City of Spokane, in partnership with Aging and Long-Term Care of Eastern Washington (ALTCEW), has identified key housing challenges for seniors. Many struggle to secure affordable, accessible housing due to fixed incomes and rising costs. Digital housing searches create barriers for those with limited technological access. Expensive and scarce ADA-compliant home modifications hinder independent living. Systemic issues, including housing shortages, restrictive funding, and inadequate emergency shelters, exacerbate instability. Many seniors do not qualify for assistance despite clear needs, with racial and ethnic minorities facing additional financial disparities. A person-centered approach, flexible funding, and inclusive policies are essential for stability.

**Persons with Disabilities:** The Disability Action Center Northeast Washington (DACNW) identifies housing accessibility as a primary issue. Many require first-floor, barrier-free units, yet affordable options are limited, particularly for those earning 30% or less of the area median income (AMI). Transportation barriers further restrict independence, and access to healthcare and home care services remains inadequate due to long waitlists and fragmented funding. Renters seeking home modifications, such as ramps and handrails, face financial constraints. Affordable housing eligibility often excludes low-wage workers with disabilities, increasing instability.

**Veterans:** Veterans comprise 8.2% of Spokane's population (approximately 14,800 individuals), with many facing housing insecurity due to financial hardship and service-related disabilities. Stable, affordable housing is a primary need, addressed through transitional and permanent supportive housing programs. The Spokane Housing Authority (SHA) administers HUD-VASH vouchers, integrating rental assistance with case management. Spokane County Veterans Services and the Supportive Services for Veteran Families (SSVF) program provide emergency financial aid, rental assistance, and benefits navigation.

**Persons with Substance Use Disorders:** The Spokane Regional Opioid Task Force has expanded harm reduction initiatives, including naloxone distribution and medication-assisted treatment (MAT). However, stigma, financial constraints, and limited treatment access prevent many from receiving adequate care. The rising prevalence of fentanyl-related overdoses underscores the need for expanded addiction treatment services and improved coordination.

**Domestic Violence Survivors:** The City of Spokane, in partnership with the YWCA, has assessed housing challenges for domestic violence survivors. Limited rapid rehousing funds and rigid funding structures impede access to stable housing. Survivors frequently face barriers such as poor credit, eviction histories, and restrictive rental requirements. Expanding AMI thresholds and removing rental history disqualifications could improve access. Additionally, a shortage of ADA-accessible units complicates stability. ARPA funding is the primary resource for survivor housing transitions, highlighting the urgent need for additional relocation assistance. A shortage of referral vouchers has constrained mobile housing services, limiting the transition of survivors into permanent housing. This has contributed to rising homelessness among survivors. The YWCA has identified the need for an expanded shelter facility to ensure long-term stability. Addressing these issues requires adaptable, well-funded solutions that acknowledge the complexity of housing insecurity.

**Discuss the size and characteristics of the population with HIV/AIDS and their families within the Eligible Metropolitan Statistical Area:**

The Washington State Department of Health's 2023 HIV Surveillance Report provides a map indicating the prevalence rates of HIV by county. This map suggests that Spokane County has a moderate prevalence rate compared to other counties in the state. There were 29 new HIV cases in Spokane County in 2022 and a total of 828 prevalent cases.

The state reports highlight that certain racial and ethnic minority groups—such as African Americans and Hispanics/Latinos—face a disproportionate impact relative to their population sizes. While the available Spokane County data are less granular, local health assessments suggest that these disparities are also present locally. Targeted outreach and culturally sensitive interventions are therefore important components of any local strategy.

The 2022 Washington State HIV Epidemiological Profile notes that a significant portion of persons living with HIV are older adults. This aging demographic poses specific challenges (such as managing comorbidities) for both the individuals and their families. Families, partners, and caregivers often experience stigma and social isolation, as well as caregiving and financial strains. Prevention and treatment services need to consider not only the medical aspects of HIV but also the psychosocial and economic challenges faced by affected families.

**If the PJ will establish a preference for a HOME TBRA activity for persons with a specific category of disabilities (e.g., persons with HIV/AIDS or chronic mental illness), describe their unmet need for housing and services needed to narrow the gap in benefits and services received by such persons. (See 24 CFR 92.209(c)(2) (ii))**

Not applicable

**Discussion:**

The City of Spokane consulted with providers of housing and services for seniors, persons with disabilities, veterans, individuals with substance abuse disorders, survivors of domestic violence and low-to-moderate income households. In all cases, stable, affordable and accessible housing was a priority need. Additionally, increased access to mental and physical health services is needed by all of the non-homeless special populations in Spokane.

## **NA-50 Non-Housing Community Development Needs – 91.215 (f)**

### **Describe the jurisdiction's need for Public Facilities:**

More and/or improved childcare facilities, community center facility improvements, increasing ADA accessibility to public buildings, more and/or improved senior center facilities, and other public facility improvements are identified as important public facility needs in Spokane.

### **How were these needs determined?**

The City of Spokane utilized a community needs survey, public meetings, stakeholder consultations, and reviews of existing community needs assessments and community plans to determine community needs for the Consolidated Plan.

### **Describe the jurisdiction's need for Public Improvements:**

Sidewalks, streetlights, and similar neighborhood improvements and more and/or improved neighborhood parks were identified as a public improvement needs.

### **How were these needs determined?**

The City of Spokane utilized a community needs survey, public meetings, stakeholder consultations, and reviews of existing community needs assessments and community plans to determine community needs for the Consolidated Plan.

### **Describe the jurisdiction's need for Public Services:**

Many public service needs were identified as critical for the City of Spokane, but the public service needs appearing most often on the community needs survey and through the public feedback sessions are mental health services, affordable childcare services, addiction treatment services and homeless services.

### **How were these needs determined?**

The City of Spokane utilized a community needs survey, public meetings, stakeholder consultations, and reviews of existing community needs assessments and community plans to determine community needs for the Consolidated Plan.

# Housing Market Analysis

## MA-05 Overview

### Housing Market Analysis Overview:

Historically, Spokane has offered a range of housing options, from mansion apartments in Browne's Addition to suburban developments like Indian Trail. However, as the city has grown, housing diversity and supply have not kept pace with increasing demand, particularly across various income levels. In response, the City of Spokane conducted a Housing Needs Assessment as part of the Spokane Housing Action Plan (HAP) to evaluate housing needs and assess displacement risks in different Census tracts.

The Housing Needs Assessment analyzed Spokane's housing stock, demographic trends, workforce dynamics, and market conditions over several decades. It primarily focused on the City of Spokane but also incorporated regional housing data and the City's 20-year growth projections to estimate future housing demand.

### Key Findings from the Housing Needs Assessment

Spokane has experienced steady population and job growth. From 2010 to 2020, the city's population grew by over 14,000, with in-migration exceeding 5,000 people annually since 2017. Employment in Spokane grew by 4% from 2010 to 2017.

To accommodate projected growth, at least 6,800 new housing units will be needed by 2037, based on population forecasts from the Washington Office of Financial Management (OFM) and the City's growth allocation.

Housing prices in Spokane have risen faster than household incomes, creating affordability concerns. In-migration from higher-cost areas has increased competition and driven up housing prices. With a 64% homeownership rate and a 6% vacancy rate, demand remains high, particularly for low- and moderate-income households, and supply is insufficient.

Demographic changes are influencing housing demand. Spokane's aging Baby Boomer population (65+) and growing Millennial population (25-40) are driving a need for smaller housing units and housing with senior support services.

Approximately 38,000 households in Spokane are cost-burdened, spending more than 30% of their income on housing. Renters are particularly affected, with nearly 50% of renters facing cost burdens. These households often struggle to afford essential needs, such as food, transportation, and healthcare.

Homeownership is increasingly unattainable for lower-income households, especially among historically marginalized communities. Homeownership is a key source of wealth and stability, and barriers to homeownership present significant concerns for long-term economic mobility.

While Spokane remains more affordable than neighboring areas like Spokane Valley and Coeur d'Alene, rising housing prices, especially since the COVID-19 pandemic, have increased the risk of displacement. Many residents fear being priced out, and rising costs may push people further down the housing ladder or exclude them from the market.

The Washington Growth Management Act (GMA) promotes diverse housing types and affordability. Recent changes, including House Bill 1923, aim to increase residential capacity. In July 2021, Spokane adopted the Housing Action Plan (HAP), which identifies four priorities:

1. Increase Housing Supply and Affordability: Promote both affordable and market-rate housing construction.
2. Preserve Housing Affordability and Quality: Enhance existing housing to ensure long-term affordability.
3. Enhance Equitable Access to Housing: Remove barriers to housing access, particularly for historically marginalized groups.
4. Strengthen Regional Partnerships: Collaborate with local governments, organizations, and developers to address regional housing challenges.

These priorities aim to create a more sustainable and inclusive housing market that meets the needs of all Spokane residents.

## MA-10 Number of Housing Units – 91.210(a)&(b)(2)

### Introduction

The City of Spokane, like other municipalities within the Spokane-Coeur d'Alene metropolitan area, has undergone significant demographic and developmental changes over the years, resulting in increased demand for diverse housing types. From 2010 to 2020, Spokane's population grew by more than 14,000 residents, and since 2017, Spokane County has experienced an annual net in-migration exceeding 5,000 people. As a consequence of this growth, coupled with the city's projected future expansion, a minimum of 6,800 additional housing units will be required by 2037 to accommodate future demand. However, housing needs are not uniform; they vary substantially based on factors such as household size, income, and other demographic characteristics. These diverse needs have not always been effectively met, and access to housing has been disproportionately limited, particularly for low-income families and communities of color.

The analysis of housing needs is inherently complex, as it encompasses a range of services that individuals are either willing or able to afford. These include basic shelter as well as proximity to essential amenities such as employment centers, retail areas, and recreational spaces. Furthermore, housing quality and its associated amenities—such as home fixtures, landscaping, and views—play a significant role in housing demand. Additionally, the accessibility of public services, including schools, parks, and healthcare, is a critical factor influencing housing preferences. Given these multifaceted factors, households are often required to make trade-offs between the level of service they desire and what they can afford. Achieving an optimal balance among these various factors while minimizing costs remains a significant challenge for housing markets.

Moreover, housing markets operate on a regional scale, making it difficult for individual jurisdictions to fully address housing issues in isolation. Effective solutions often require collaboration and partnerships across municipal boundaries to ensure that housing needs are met comprehensively across the region.

### All residential properties by number of units

Property Type	Number	%
1-unit detached structure	63,525	64%
1-unit, attached structure	2,820	3%
2-4 units	7,425	7%
5-19 units	11,405	11%
20 or more units	13,050	13%
Mobile Home, boat, RV, van, etc	1,480	1%
<b>Total</b>	<b>99,705</b>	<b>100%</b>

Table 26 – Residential Properties by Unit Number

Alternate Data Source Name:

2016-2020 CHAS

Data Source Comments:

## Unit Size by Tenure

	Owners		Renters	
	Number	%	Number	%
No bedroom	95	0%	2,840	7%
1 bedroom	1,175	2%	11,795	29%
2 bedrooms	11,945	23%	15,675	38%
3 or more bedrooms	38,885	75%	10,660	26%
<b>Total</b>	<b>52,100</b>	<b>100%</b>	<b>40,970</b>	<b>100%</b>

**Table 27 – Unit Size by Tenure**

Alternate Data Source Name:

2016-2020 CHAS

Data Source Comments:

## Describe the number and targeting (income level/type of family served) of units assisted with federal, state, and local programs.

Federal, state, and local affordable housing programs are designed to assist renter and owner households with incomes at or below 80% of the Area Median Income (AMI). The majority of these programs target low- and extremely low-income households, providing support to secure and maintain affordable housing.

At the federal level, the City of Spokane utilizes HOME Investment Partnership Program (HOME) and Community Development Block Grant (CDBG) funds to facilitate the construction of new affordable housing units and the rehabilitation of existing housing stock into viable, affordable multifamily housing. Currently, 75 affordable housing units are under construction, with an additional 112 units expected to be completed within the next year.

Locally, RCW 82.14.530 enables the Spokane City Council to levy a sales and use tax specifically for housing and related services. This tax, set at one-tenth of one percent (0.1%), generates approximately \$5.8 million annually. The revenue is allocated to the construction of affordable housing and the provision of supportive housing services. Housing funded through this tax is primarily directed towards households with incomes at or below 60% AMI, particularly those with behavioral or health disabilities, veterans, senior citizens, individuals who are homeless or at risk of homelessness, households with children, unaccompanied homeless youth or young adults, and survivors of domestic violence. In 2024, the first contracts under this funding source were awarded, focusing on supportive housing services. A future Request for Proposals (RFP) for affordable housing development is scheduled for 2025.

Additionally, the City of Spokane's Planning Department has initiated the Shaping Spokane Housing program to address the city's unique housing challenges. This initiative encompasses various projects aimed at increasing housing choice and affordability across all income levels. The program includes a series of Comprehensive Plan and Municipal Code amendments, with a particular emphasis on increasing the supply of "missing middle" housing (e.g., 2-, 3-, and 4-unit developments). Furthermore,

the program has promoted changes to zoning codes, including increased flexibility in Accessory Dwelling Unit (ADU) size and design standards, to simplify the construction and siting of these units. Although the Shaping Spokane Housing program does not provide direct financial incentives for affordable housing, it supports developers in utilizing qualifying multi-family or single-family tax exemptions. Preliminary data from the program shows that 76 units were approved between July 2022 and October 2023, and a total of 455 units have either been in pre-development or have been completed since July 2022.

**Provide an assessment of units expected to be lost from the affordable housing inventory for any reason, such as expiration of Section 8 contracts.**

Displacement refers to situations where a household is compelled or pressured to vacate its home against its will. As the demand for housing increases, driving up costs and intensifying redevelopment pressures, many residents of Spokane are concerned about the potential for displacement. Displacement can have severe and lasting consequences for affected households, leading to significant disruption of their social networks and community ties.

In 2021, as part of its Housing Action Plan, the City of Spokane conducted a comprehensive study to assess the risks of displacement and resulting housing instability. Vulnerability to housing displacement is influenced by various factors, including socioeconomic status (such as education level and income), household composition and disability (e.g., age 65 or older, single-parent households, individuals over the age of five with disabilities), minority status, language proficiency, and housing type and transportation access (e.g., mobile homes, overcrowding, lack of transportation). Additionally, the increasing frequency of natural disasters, such as wildfires and extreme weather events, has been identified as a contributing factor that exacerbates housing vulnerabilities.

By comparing these risk factors with housing density across the City of Spokane, several areas have been identified as being particularly at risk for higher levels of displacement. These areas include regions north of the Spokane River and between Division Street and the Hamilton/Nevada arterials. An additional high-risk area is located in the Chief Garry Park neighborhood, south of the Spokane River. Further areas of concern include the lower South Hill and portions of the West Central Neighborhood along the Maple Street arterial and south of Boone Avenue.

The population residing in these at-risk areas encompasses approximately 63,351 residents and 27,468 housing units, of which 38% are owner-occupied and 62% are renter-occupied. Within this group, 27% are people of color, 20% are individuals with disabilities, 16% are single-parent households, 16% lack access to a vehicle, and 27% live below the poverty line. These demographic factors highlight the need for targeted interventions and policy solutions to address the housing challenges faced by the most vulnerable populations. When developing affordable housing strategies and policies to mitigate displacement risks, it is crucial to consider these factors to ensure that the most at-risk individuals and families are adequately protected.

**Does the availability of housing units meet the needs of the population?**

There is a significant need for increased housing across all types within the City of Spokane. The City's Housing Action Plan identifies key housing deficiencies that are currently impacting the community. To meet the housing demands of the City of Spokane, approximately 357 housing units must be produced annually through 2037. To address these needs, it is essential for the City to continue advancing policies and strategies that foster the development of diverse housing types at varying levels of affordability, particularly for low- and moderate-income households.

The escalating cost of housing remains a primary concern, as more residents are finding it increasingly difficult to afford suitable housing. From 2012 to 2018, Spokane's median household income increased by 21.2%, rising from \$44,608 to \$54,085. In contrast, home sale prices surged by 47% during the same period, from \$174,000 to \$256,000. This increase in home prices has significantly outpaced the growth in household incomes, making homeownership unaffordable for a large portion of the population.

Rents for two-bedroom apartments have also seen an 11% increase since 2010. By 2018, rents were rising in parallel with increases in renter incomes, suggesting that moderate-income households may be increasingly priced out of the homeownership market by higher-income households. An additional challenge is the persistently low vacancy rate for two-bedroom apartments over the last decade. From 2010 to mid-2020, the vacancy rate for two-bedroom apartments averaged 2.7%, well below the 5% threshold considered healthy for a balanced housing market. This indicates a significant shortage in supply relative to demand, further exacerbated by a modest increase in the renter population between 2012 and 2018. This trend signifies growing pressure on the already limited supply of moderate-income rental units, and if it continues, it could result in increased financial hardship for households across the city.

Given the changing demographic landscape, the City of Spokane will require at least 6,791 additional housing units by 2037, with at least half of these units designated for low- and moderate-income households.

### **Describe the need for specific types of housing:**

Housing needs evolve over the course of an individual's life, making it essential to monitor demographic shifts to understand how these changes affect housing demand. Between 2012 and 2018, the City of Spokane's senior population (65+ years) and millennial population (27-36 years) both grew by 2%. Projections for Spokane County from 2020 to 2030 estimate that the population aged 65+ will increase from 18% to 22% of the total population, a trend that mirrors national patterns.

Spokane's housing stock is predominantly composed of single-family detached homes, accounting for 69% of the market, which limits the diversity of housing types required to meet future demand. There is a notable shortage of middle housing, such as townhomes, triplexes, duplexes, quadplexes, and cottages, which make up only 9% of the housing stock. These housing types are crucial for enabling seniors and couples to downsize and remain in their communities, while also providing affordable options for young households and working families seeking access to desirable neighborhoods.

Furthermore, the growth in employment sectors such as healthcare and social assistance is likely to further increase demand for moderate- to middle-income housing in the region.

Several national demographic trends are influencing the demand for specific types of housing. The proportion of nuclear family households, once the predominant household type in the mid-20th century, declined from 40% in 1970 to 20% in 2018. Conversely, the share of single-person households rose from 15% in 1970 to 28% in 2018, now becoming the most common household type. This shift is expected to result in fewer persons per household, thereby increasing the demand for individual housing units. Additionally, approximately one-third of Americans aged 18-34 were living with their parents as of 2018, and the median age for first marriage increased to nearly 30 in 2016. These factors are expected to delay or reduce housing demand for individuals aged 18-34.

The Hispanic/Latino population is projected to be the fastest-growing demographic group in the coming decades. Households within this population tend to be multigenerational, which creates a demand for larger housing units. Over time, minority groups will constitute a larger share of young households and become a significant source of demand for both affordable rental housing and homeownership opportunities.

In addition to demographic shifts, there remains a significant shortage of permanent supportive housing in the City of Spokane. Despite rising demand, the development of housing options for vulnerable populations has not kept pace, exacerbating housing instability for those in need.

## **Discussion**

The City of Spokane requires a diverse range of housing options, including both rental and owner-occupied units, to meet the needs of all income levels. Affordability remains a significant concern as housing prices across all types continue to rise. To address this growing challenge, the Community, Housing, and Human Services Department collaborates with partner agencies and local government entities to address the increasing demand for permanent supportive housing. The expanding homeless population has placed added pressure on shelters and affordable housing resources that support the transition of individuals and families into stable, long-term housing.

Spokane has established several housing programs designed to meet the needs of various demographic groups. The Single-Family Rehabilitation Program, funded through the Community Development Block Grant (CDBG), provides low- to moderate-income homeowners with financial assistance to make essential health and safety improvements, ensuring that homes remain sustainable and affordable. The Minor Home Repair Program assists low- to moderate-income homeowners, particularly seniors and individuals with disabilities, by funding smaller repairs that support housing stability. Capital funds are allocated to property owners and nonprofit organizations to make necessary upgrades to affordable rental units within the city. Homeownership programs help low- and moderate-income families navigate the competitive housing market and secure the resources needed to purchase a home.

The HOME Investment Partnerships Program further enhances efforts to increase the supply of affordable housing units in Spokane by providing additional funding to support the construction of new housing. This funding is complemented by the City's sales and use tax dedicated to housing and related services. Through these combined efforts, the City of Spokane will continue working with local housing providers to meet the housing needs of both renters and homeowners. Additionally, the City's Housing Action Plan will guide ongoing initiatives to address specific housing challenges in targeted areas of the community.

## MA-15 Housing Market Analysis: Cost of Housing - 91.210(a)

### Introduction

Housing affordability remains a critical issue within the Spokane community, as housing prices have consistently outpaced the growth of household incomes for a significant portion of residents. The local housing market is under increased pressure due to in-migration, which is amplifying competition and contributing to the escalation of housing costs. The City of Spokane and its surrounding region are experiencing a substantial influx of new residents relocating from areas with higher home prices and greater housing wealth. The persistent low vacancy rates in both the homeowner and rental markets further exacerbate this pressure, indicating a supply shortfall that fails to meet demand, particularly for low- and moderate-income households.

Approximately 40% of households in Spokane are considered cost-burdened, with renters representing a disproportionate share of those affected. According to the U.S. Department of Housing and Urban Development (HUD), a household is deemed cost-burdened when it spends more than 30% of its monthly income on housing costs. Nearly 38,000 households in Spokane meet or exceed this threshold, with the highest incidence of cost burdens found among lower-income households and renters. Cost-burdened households often face significant challenges in affording essential needs such as food, clothing, transportation, and medical care, in addition to covering monthly housing expenses and maintenance.

The growing difficulty of achieving homeownership is particularly pronounced among lower-income households, with the most significant impact felt by communities of color. Homeownership represents a primary means of wealth accumulation and housing stability for many households, yet it is becoming increasingly inaccessible to a larger segment of the population in Spokane and the surrounding region.

### Cost of Housing

	Base Year: 2010	Most Recent Year: 2020	% Change
Median Home Value	159,400	205,500	29%
Median Contract Rent	639	776	21%

Table 28 – Cost of Housing

Alternate Data Source Name:

2016-2020 CHAS

Data Source Comments:

Rent Paid	Number	%
Less than \$500	6,295	15.4%
\$500-999	24,770	60.5%
\$1,000-1,499	7,555	18.4%
\$1,500-1,999	1,520	3.7%
\$2,000 or more	820	2.0%

Rent Paid	Number	%
<b>Total</b>	<b>40,960</b>	<b>100.0%</b>

**Table 29 - Rent Paid**

Alternate Data Source Name:

2016-2020 CHAS

Data Source Comments:

## Housing Affordability

Number of Units affordable to Households earning	Renter	Owner
30% HAMFI	2,900	No Data
50% HAMFI	10,130	3,625
80% HAMFI	26,305	13,230
100% HAMFI	No Data	20,445
<b>Total</b>	<b>39,335</b>	<b>37,300</b>

**Table 30 – Housing Affordability**

Alternate Data Source Name:

2016-2020 CHAS

Data Source Comments:

## Monthly Rent

Monthly Rent (\$)	Efficiency (no bedroom)	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
Fair Market Rent	812	926	1,198	1,703	1,987
High HOME Rent	569	669	885	1,178	1,295
Low HOME Rent	569	669	807	932	1,040

**Table 31 – Monthly Rent**

Data Source: HUD FMR and HOME Rents

## Is there sufficient housing for households at all income levels?

According to Spokane's Housing Action Plan, there is a clear need for a broader range of housing types accessible to all income levels within the City of Spokane. The escalating cost of housing is a growing concern, as more residents are finding it increasingly difficult to secure affordable housing. Between 2012 and 2018, the median household income in Spokane increased by 21.2%, from \$44,608 to \$54,085. However, during the same period, home sales prices surged by 47%, from \$174,000 to \$256,000. Additionally, rents for two-bedroom apartments rose by 11% since 2010, while renter incomes increased by nearly 21%, from \$27,290 to \$32,926. This shift may indicate that moderate-income households are being priced out of homeownership by higher-income households, subsequently driving demand for rental housing.

A critical method of assessing housing affordability issues is by examining housing cost burden, which refers to households spending more than 30% of their gross income on housing costs. The impact of housing cost burdens has not been evenly distributed across households, with low- and moderate-income households experiencing disproportionately higher burdens. Income level is strongly correlated with cost burden. Nearly 50% of households earning less than 50% of Area Median Income (AMI) are severely cost-burdened, spending more than 50% of their income on housing. Furthermore, at least 69% of renters earning less than 80% of AMI face some form of cost burden.

### **How is affordability of housing likely to change considering changes to home values and/or rents?**

Spokane's Housing Action Plan highlights the need for a broader range of housing options to accommodate residents across all income levels. Housing affordability has become a growing concern as housing prices continue to rise faster than household income, creating barriers for many in accessing suitable housing. Between 2012 and 2018, Spokane's median household income increased by 21.2%, from \$44,608 to \$54,085, while home sales prices rose by 47%, from \$174,000 to \$256,000. Additionally, rents for two-bedroom apartments increased by 11% since 2010, while renter incomes grew by approximately 21%, from \$27,290 to \$32,926. These trends suggest that moderate-income households are being priced out of homeownership, often transitioning to rental housing.

A key measure of housing affordability is the housing cost burden, which refers to households spending more than 30% of their gross income on housing. This burden disproportionately affects low- and moderate-income households, with severity increasing as income decreases. Nearly 50% of households earning less than 50% of Area Median Income (AMI) are severely cost-burdened, spending more than 50% of their income on housing. Moreover, 69% of renters earning less than 80% of AMI are cost-burdened, demonstrating the widespread nature of housing affordability challenges.

The affordability crisis is further exacerbated by market dynamics. In-migration to the region has intensified competition for housing, driving up home prices and rental rates. As Spokane experiences substantial population growth, including an influx of residents from areas with higher housing costs, demand has outpaced supply. This has led to persistently low vacancy rates, particularly in both homeownership and rental markets, where supply is insufficient to meet demand, especially for low- and moderate-income households. The overall vacancy rate for rental units is below the recommended threshold, indicating inadequate availability for lower-income households.

The shortage of affordable housing is especially critical for moderate- to low-income households. Spokane's Housing Action Plan calls for the development of at least 357 new housing units annually through 2037 to meet projected demand, with a substantial portion required for low- and moderate-income households. This highlights the urgent need for policies and strategies to expand housing availability across income levels.

Demographic shifts are also placing additional pressure on the housing market. Both the senior (65+) and millennial (27-36) populations have grown, driving demand for smaller, affordable housing options like townhomes, duplexes, and accessory dwelling units (ADUs). However, Spokane's housing stock is predominantly composed of single-family detached homes (69%), with limited availability of middle housing types. This lack of housing diversity restricts access to suitable housing for seniors, young households, and working families.

Additionally, the need for affordable housing is compounded by a shortage of permanent supportive housing for vulnerable populations, including those experiencing homelessness, seniors, and individuals with disabilities. Despite growing demand for these options, development has not kept pace, further underscoring the inadequacy of existing housing infrastructure.

In conclusion, Spokane's housing market faces significant affordability challenges. The gap between household incomes and housing prices, coupled with demographic changes, creates an urgent need for diverse, affordable housing options. The City's Housing Action Plan recognizes this urgency and advocates for continued policy efforts to expand housing supply, particularly for low- and moderate-income households. Addressing these issues is essential for ensuring housing stability and economic mobility for all Spokane residents.

### **How do HOME rents / Fair Market Rent compare to Area Median Rent? How might this impact your strategy to produce or preserve affordable housing?**

In 2020, the median contract rent was \$776, with approximately 60.5% of renters paying less than \$1,000 per month. While this median rent is below the efficiency Fair Market Rent, it exceeds the efficiency High HOME Rent and Low HOME Rent levels. Although the median rent remains relatively affordable, there is a critical need for additional housing options for extremely low-income households.

The urgent need for more housing targeted at extremely low-income households highlights the importance of both producing and preserving affordable housing. The City of Spokane is dedicated to assisting residents at all income levels in acquiring and maintaining safe, secure housing. To address this issue, the City's strategy will evaluate the dynamics of the rental market and prioritize increasing the availability of housing for cost-burdened renters. This approach will involve exploring both the development of new affordable housing units and the preservation of existing affordable housing stock.

### **Discussion**

Spokane faces significant challenges in providing affordable housing for its residents. Nearly 50% of renter households experience high-cost burdens, spending more than 30% of their income on housing. Homeownership has become increasingly unaffordable for low- and moderate-income families, as high interest rates and limited housing supply place homeownership beyond reach for many. The region's growing population further exacerbates the demand for housing, placing additional strain on an already limited supply.

Both housing preservation and new construction will be essential in addressing Spokane's long-term housing affordability challenges. The preservation of the existing housing stock is vital to ensure a sustainable supply of quality, affordable housing for renters and homeowners. For cities like Spokane, which are economically significant within their regions, the continued development of new housing is equally important. The housing market in Spokane is intrinsically linked to neighboring cities, the broader region, and the state. If Spokane fails to add new housing units, the demand for housing will persist, resulting in diminished affordability in surrounding areas and negative externalities such as increased traffic congestion, as residents are forced to commute longer distances for work. To ensure continued regional prosperity, it is critical that Spokane focuses on expanding and maintaining a diverse housing supply for both homeowners and renters across all income levels.

## MA-20 Housing Market Analysis: Condition of Housing – 91.210(a)

### Introduction

The City of Spokane is home to over 90,000 housing units, the majority of which are older, with a significant portion constructed prior to 1979. While this represents a substantial housing stock, many of these units require increased maintenance or substantial repairs due to their age and the natural degradation of building components over time.

Among these units, over 31,000 were built prior to 1950, a period associated with the widespread use of lead-based paint, which poses a health risk, particularly to children under six years of age. Deteriorating lead-based paint presents a potential in-home hazard to occupants. Additionally, Spokane contains over 32,000 homes constructed between 1950 and 1979, a period during which residential sewer connections were often made with Orangeburg pipe, a tar-paper-based material with a 40-50 year lifespan. As these pipes age, the risk of failure increases, leading to potential sewage backups and costly repairs or replacements.

While Spokane's older housing may offer relatively affordable purchase or rental prices compared to state averages, these properties often come with higher maintenance and utility costs, which can exceed those of new construction. As a result, homeowners and renters in Spokane may experience affordability in terms of real estate prices but must account for additional expenses related to the upkeep and operational costs of older homes.

### Describe the jurisdiction's definition of "standard condition" and "substandard condition but suitable for rehabilitation":

For the purposes of this Consolidated Plan, housing units are considered to be in substandard condition if they fail to meet the Housing Quality Standards (HQS) as outlined in 24 CFR 982. These units do not satisfy one or more of the physical inspection criteria established by HUD's HQS. A unit is classified as substandard and unsuitable for rehabilitation if the cost of repairs exceeds the lesser of the property's replacement value or the value of surrounding properties. Such conditions typically arise from substantial deferred maintenance, significant structural deficiencies, or the presence of health and safety hazards. Units that do not meet these criteria are considered to be in standard condition. NSPIRE for CPD programs will be implemented following guidance from HUD.

### Condition of Units

Condition of Units	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
With one selected Condition	11,425	22%	18,670	46%
With two selected Conditions	230	0%	1,685	4%
With three selected Conditions	20	0%	150	0%
With four selected Conditions	0	0%	25	0%

Condition of Units	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
No selected Conditions	40,430	78%	20,440	50%
<b>Total</b>	<b>52,105</b>	<b>100%</b>	<b>40,970</b>	<b>100%</b>

**Table 32 - Condition of Units**

Alternate Data Source Name:

2016-2020 CHAS

Data Source Comments:

## Year Unit Built

Year Unit Built	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
2000 or later	5,980	11%	5,870	14%
1980-1999	7,860	15%	8,515	21%
1950-1979	18,050	35%	14,500	35%
Before 1950	20,215	39%	12,080	29%
<b>Total</b>	<b>52,105</b>	<b>100%</b>	<b>40,965</b>	<b>99%</b>

**Table 33 – Year Unit Built**

Alternate Data Source Name:

2016-2020 CHAS

Data Source Comments:

## Risk of Lead-Based Paint Hazard

Risk of Lead-Based Paint Hazard	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
Total Number of Units Built Before 1980	38,265	73%	26,580	65%
Housing Units build before 1980 with children present	4,685	9%	2,350	6%

**Table 34 – Risk of Lead-Based Paint**

Alternate Data Source Name:

2016-2020 CHAS

Data Source Comments:

## Vacant Units

	Suitable for Rehabilitation	Not Suitable for Rehabilitation	Total
Vacant Units	0	0	0
Abandoned Vacant Units	0	0	0
REO Properties	0	0	0
Abandoned REO Properties	0	0	0

**Table 35 - Vacant Units**

Data Source: 2005-2009 CHAS

## Need for Owner and Rental Rehabilitation

The majority of housing in Spokane was constructed over 35 years ago, with many of these older homes requiring significant investment to repair or replace aging building systems. Deferred maintenance often leads to substantial housing quality deficiencies, increased repair costs, and, in some cases, the potential loss of housing due to substandard conditions.

A critical strategy for preserving affordable housing involves maintaining the existing housing stock. Regular maintenance ensures that homes remain safe and sanitary, while also preserving property values and enhancing the overall desirability of neighborhoods. To support this strategy, the City of Spokane allocates funds to several home repair programs, detailed as follows:

**Minor Home Repair Program:** Many homes require periodic assistance with minor yet essential repairs to ensure safety and habitability. These repairs address issues such as accessibility modifications, plumbing leaks, sewer line clearing, electrical problems, roof leaks, heating system failures, and water heater replacements. The City of Spokane provides this assistance through grants to low- and moderate-income homeowners, with a lifetime limit on funding assistance.

**Single Family Rehabilitation Program:** Some homes necessitate more extensive rehabilitation due to significant deferred maintenance. These rehabilitation projects typically include roof replacement, furnace replacement, new electrical services, bedroom egress window installation, sewer line replacement, flooring replacement, and structural repairs. Homes built prior to 1978 are commonly affected and will include lead-based paint testing and remediation. The City of Spokane administers this program through low-interest loans to improve home health and safety, thereby preserving affordable housing.

**Rental Repair Program:** Certain rental properties require rehabilitation when property owners lack the financial resources or financing options. Common rehabilitation activities include roof replacement, unit modifications, and structural repairs, as well as improvements to enhance marketability and exterior appeal. The City of Spokane allocates funds for the improvement of rental housing quality while maintaining affordable rent levels.

**Multifamily Housing Program:** Given the need to preserve and increase the supply of rental housing at below Fair Market Rent levels, the City of Spokane offers the Multifamily Housing Program. This program provides grants and loans to affordable housing developers who acquire, rehabilitate, and/or construct rental properties that include rent and income caps for tenants, ensuring the preservation of affordable rental housing in the community.

### **Estimated Number of Housing Units Occupied by Low or Moderate Income Families with LBP Hazards**

Lead-based paint was prohibited in 1978; however, many homes constructed prior to this date still contain leaded paint. The City of Spokane operated the Lead Safe Spokane program from 2004 to 2012, discovering that the majority of homes built before 1940 contained some level of lead-based paint.

According to the American Community Survey, 73% of owner-occupied and 65% of renter-occupied housing units were built before 1980 and may contain lead-based paint. Additionally, 39% of owner-occupied and 29% of renter-occupied housing units were built prior to 1950, which likely results in a higher incidence of leaded paint. The American Community Survey also estimates that 9% of owner-occupied and 6% of renter-occupied pre-1980 housing units (totaling 7,035 housing units) have children present in the household. Given the presence of lead-based paint risks in Spokane housing, lead testing and remediation are integral components of all Community, Housing, and Human Services (CHHS) housing rehabilitation projects involving pre-1978 homes.

## **Discussion**

Housing quality and affordability are closely interconnected, and addressing both can enhance the availability of housing for a range of income levels, as well as expand housing options throughout the City of Spokane across all neighborhoods. Existing housing often represents the most affordable option and is difficult to replace with new construction at the same cost. Therefore, there is a significant need to preserve existing homes and rehabilitate the older housing stock.

Access to safe, affordable housing remains a challenge, particularly for lower-income households, who may be forced to make trade-offs to secure or retain housing within their financial means. These trade-offs often involve living in substandard housing conditions that may present health and safety risks, such as exposure to lead-based paint or other environmental hazards. Addressing the maintenance and upkeep of existing housing is critical to ensuring residents' safety and health, while also preserving the viability of the housing stock.

The City of Spokane will continue to prioritize the impact of its existing housing and community development programs, expanding them as resources permit. Additionally, the City will collaborate with community members and partners to implement necessary adjustments to programs and processes, with the goal of improving access to information, reducing barriers to participation, and enhancing overall program effectiveness.

## MA-25 Public and Assisted Housing – 91.210(b)

### Introduction

The Spokane Housing Authority was created under state law in 1971. In its early development years, the major strategy employed to serve the community was to aggressively apply for HUD leased housing assistance. The Housing Authority also took advantage of funding opportunities to develop, purchase and/or reconstruct housing resources. Over time it acquired 125 units of public housing. However, federal resources for new housing construction dried up in the 1980s, making it difficult to finance construction of new subsidized housing. To fill this void, a number of state resources were developed and expanded. The Spokane Housing Authority and other developers used multiple funding sources to expand their inventories. Resources used to develop the inventory included the State Housing Trust Fund, LIHTC, Build America Bonds, Project-Based Assistance, and Public Housing and Revenue Bonds.

Currently, SHA owns 792 units in 14 complexes or communities. Of these 579 are in 11 communities and 47 scattered site single family and duplexes located in the City. Most of these communities are medium-sized housing developments of 40-60 units. Only two developments have more than 70 units with the largest (Westfall Village) containing 110 units.

A total of 5,077 vouchers are currently managed by the housing authority in six counties (including Spokane, Lincoln, Pend Oreille, Stevens, Ferry and Whitman Counties). The vast majority of vouchers (97%) are tenant-based offering the participants maximum choice in selecting their homes. Additional vouchers are needed to meet the demand demonstrated by the number of households applying to be on program's wait list. The agency does not manage a certificate program.

### Totals Number of Units

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project -based	Tenant -based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers available	0	0	125	4,724	102	4,622	571	842	1,569
# of accessible units									

**\*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition**

**Table 36 – Total Number of Units by Program Type**

**Data Source:** PIC (PIH Information Center)

**Describe the supply of public housing developments:**

Not applicable

**Describe the number and physical condition of public housing units in the jurisdiction, including those that are participating in an approved Public Housing Agency Plan:**

Not applicable

## Public Housing Condition

Public Housing Development	Average Inspection Score

Table 37 - Public Housing Condition

### Describe the restoration and revitalization needs of public housing units in the jurisdiction:

SHA's approach includes acquiring, renovating, and building units specifically for low-income families.

#### Acquisition and Development:

- SHA Housing will use MTW funds to acquire and renovate existing units, as well as build new units to support low-income families.
- The focus is on units that are not classified as public housing units or Housing Choice Voucher Units.

Initial development projects include:

- Reimagining Cornerstone Courtyard, Agnes Kehoe Place, and the Pearl on Adams, through a tax-credit partnership portfolio recapitalization.
- Acquisition, recapitalization, and preservation of a 288-unit project serving households at or below 60% of AMI (Area Median Income).

### Describe the public housing agency's strategy for improving the living environment of low- and moderate-income families residing in public housing:

The mission of Spokane Housing Authority is "SHA creates and sustains high quality affordable housing options that encourage individual prosperity and support healthy communities." The strategy for this mission is affordable impact, customer service, housing stability and client success, housing supply defined as follows:

- Affordable Impact - SHA is a trusted leader on affordable housing policy issues
- Customer Services - SHA offers quality customer-centered services.
- Housing Stability and Client Success - SHA programming provides the foundation for housing stability and self-determined client successes
- Housing Supply - SHA increases housing supply by providing equitable housing options that support our community's evolving needs
- Relationships - SHA has robust relationships that strengthen SHA's impact through collaborative action

#### Discussion:

Spokane Housing Authority (SHA) is the public housing agency in Spokane County. Although SHA does not own public housing, it does have tax credit projects as part of its portfolio. SHA is committed to improving the living environment of low- and moderate-income families through a comprehensive strategy that utilizes MTW (Moving to Work) funds. The agency's approach includes acquiring, renovating, and building units specifically for low-income families.

**Acquisition and Development:**

SHA Housing will use MTW funds to acquire and renovate existing units, as well as build new units to support low-income families. The focus is on units that are not classified as public housing units or Housing Choice Voucher Units.

**Initial development projects include:**

- Reimagining Cornerstone Courtyard, Agnes Kehoe Place, and the Pearl on Adams, through a tax-credit partnership portfolio recapitalization.
- Acquisition, recapitalization, and preservation of a 288-unit project serving households at or below 60% of AMI (Area Median Income).

## MA-30 Homeless Facilities and Services – 91.210(c)

### Introduction

The community has developed a variety of housing with services to meet the needs of homeless persons coming into the system and those on the brink of homelessness. In January 2024, agencies operated a total of 1,882 permanent, year-round beds for homeless persons in Emergency Shelters 1620 beds and Transitional Housing Facilities 262 beds. In addition, 1131 Permanent Supportive Housing (PSH) beds for persons with disabilities were in place, soon to be supplemented by 75 additional beds under development at this writing.

More detailed project information on homeless housing resources can be found in the Spokane Homeless Inventory Chart (HIC) which is updated annually. The HIC indicates that the community has a wide variety of housing available to serve homeless populations. In recent years, the number of beds designated for chronically homeless persons has increased significantly. The number of beds for veterans has increased even more in the past three years with the federal government taking the initiative to provide new resources.

### Facilities and Housing Targeted to Homeless Households

	Emergency Shelter Beds		Transitional Housing Beds	Permanent Supportive Housing Beds	
	Year Round Beds (Current & New)	Voucher / Seasonal / Overflow Beds	Current & New	Current & New	Under Development
Households with Adult(s) and Child(ren)	424	0	155	1,953	0
Households with Only Adults	1,381	239	262	1,131	0
Chronically Homeless Households	0	0	0	458	0
Veterans	10	0	30	412	0
Unaccompanied Youth	44	0	17	0	0

**Table 38 - Facilities and Housing Targeted to Homeless Households**

Data Source Comments: 2024 Housing Inventory Count

**Describe mainstream services, such as health, mental health, and employment services to the extent those services are used to complement services targeted to homeless persons**

Spokane Continuum of Care (CoC) homeless services providers meet in subpopulation subcommittees to coordinate the utilization of mainstream resources, ensuring that eligible clients receive the benefits to which they are entitled. All major federal mainstream services are available within the community, including TANF, WIC, Basic Food Assistance, Medicare, Medicaid, Veterans Healthcare, SSI, and SSDI. Providers must facilitate connection to mainstream benefit programs to increase housing stability.

Several CoC subcommittees include a representative from the region's largest federally qualified health center (CHAS Health) to increase collaboration with projects and healthcare organizations and assist program participants with health insurance enrollments, including Medicaid. CHAS Health is also a certified community behavioral health center that supports connection to mental health and substance use disorder services. In addition, partners employ staff who help clients with enrollment and navigation of healthcare and behavioral health services.

WorkSource Spokane offers direct access to career development, training, healthcare, expanded services for re-entry customers, and specialized assistance for working parents and job seekers. Homeless service providers collaborate with WorkSource Spokane and local community colleges to increase access to jobs and job training programs to increase household incomes and earning capability.

**List and describe services and facilities that meet the needs of homeless persons, particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth. If the services and facilities are listed on screen SP-40 Institutional Delivery Structure or screen MA-35 Special Needs Facilities and Services, describe how these facilities and services specifically address the needs of these populations.**

A wide array of non-mainstream services is available within the Continuum of Care (CoC). A Homeless Pocket Guide has been developed, providing contact information for accessing primary homeless prevention and service resources. Detailed information on specific housing and service resources can be found in the guide, available at [www.snapwa.org](http://www.snapwa.org).

The Spokane regional coordinated entry process includes access to diversion programs designed to prevent individuals and families with children from entering the crisis response system by facilitating their connection to community resources. Households at risk of homelessness and diagnosed with disabilities, as determined by the Washington State Department of Social and Health Services, may be eligible for long-term rental assistance through the Housing and Essential Needs program to avert homelessness.

A strategic shift towards prioritizing permanent housing exits for households upon entry into the homeless system has been a transformative approach to the City's homeless response over recent years. As a result, much of the CoC's efforts focus on rapid rehousing rental assistance programs tailored to meet the specific needs of individuals, families with minor children, and young adults. Households presenting as chronically homeless with significant barriers may be placed directly into available

Permanent Supportive Housing (PSH) units or temporary bridge housing; however, these households are also provided with the opportunity to transition into permanent housing through rapid rehousing.

The Medicaid Transformation initiative, overseen by the Washington State Healthcare Authority, has enabled providers to offer enhanced supported employment and housing assistance through the Foundational Community Supports (FCS) program. Apple Health and Homes (AHAH) is a multi-agency effort that pairs healthcare services with housing resources for some of our most vulnerable residents. Created under Chapter 216, Laws of 2022 (ESHB 1866), the initiative aligns housing resources (capital financing and rental/operations assistance) with supportive services through the Health Care Authority's FCS program. FCS provides supportive housing and supportive employment services designed to enable program participants to lead independent and self-directed lives in their own homes. HCA has contracted with Wellpoint to be the coordinating entity that confirms eligibility for participants in conjunction with local FCS providers across the state.

The Supportive Services for Veteran Families (SSVF) program serves as a critical resource for veterans and their families who are homeless or at risk of homelessness. SSVF provides intensive outreach, housing search and placement assistance, and continued case management. For veterans requiring more intensive housing services, the Spokane Housing Authority (SHA) maintains a successful partnership with the Veterans Administration to provide Veterans Affairs Supportive Housing (VASH) vouchers to homeless veterans. All referrals are processed through the VA, which also provides comprehensive wraparound supportive services. Veterans who are not eligible for VASH vouchers are prioritized for placement in PSH units designated for chronically homeless veterans.

The Young Adult Housing Program (YAHP), administered by the Washington State Department of Commerce's Office of Homeless Youth, offers a vital resource for the provision of rental assistance, transitional housing, and case management to young adults aged 18 to 24. YAHP supports young adults with housing search assistance, temporary rental assistance, and case management, while also providing access to transitional or interim housing for youth facing the highest barriers during the housing search process.

## **MA-35 Special Needs Facilities and Services – 91.210(d)**

### **Introduction**

Housing insecurity remains a pressing issue in Spokane, particularly for vulnerable populations such as seniors, persons with disabilities, veterans, individuals with substance use disorders, and domestic violence survivors. Systemic barriers, including affordability, accessibility, and restrictive funding, prevent many from securing stable housing. Limited emergency shelters, home modification challenges, and stringent eligibility requirements further complicate the situation. Local organizations, including Aging and Long Term Care of Eastern Washington (ALTCEW), Disability Action Center Northeast Washington (DACNW), and the YWCA, have identified critical needs.

**Including the elderly, frail elderly, persons with disabilities (mental, physical, developmental), persons with alcohol or other drug addictions, persons with HIV/AIDS and their families, public housing residents and any other categories the jurisdiction may specify, and describe their supportive housing needs**

For seniors, Aging and Long Term Care of Eastern Washington (ALTCEW) highlighted the challenges of finding affordable, accessible housing while living on fixed incomes. Many struggle with digital platforms that dominate housing searches, and necessary home modifications remain costly. Systemic issues like housing shortages, restrictive funding, and limited emergency shelter options worsen the situation. Aging in place is particularly difficult for racial and ethnic minorities who experience financial disparities and lower homeownership rates. A flexible, person-centered approach with inclusive policies is needed to ensure equitable aging.

Persons with disabilities, as identified by Disability Action Center Northeast Washington (DACNW), face severe housing shortages, particularly for affordable, accessible units. Those earning only 30% of the area's median income struggle the most. Transportation barriers limit mobility, and home care shortages leave many without essential support. Fragmented funding leads to long waiting lists for services, and renters lack resources for necessary home modifications. Stringent eligibility criteria further exclude low-wage workers with disabilities, while workforce initiatives remain underfunded, perpetuating economic struggles.

Veterans, who make up 8.2% of Spokane's population, often face housing insecurity due to financial hardship, disabilities, and difficulties transitioning to civilian life. The Spokane Housing Authority's HUD-VASH program provides rental assistance and case management. Other services, such as Spokane County Veterans Services and the Supportive Services for Veteran Families (SSVF) program, offer emergency aid and housing support. The Spokane VA Medical Center and Spokane Vet Center provide healthcare and mental health counseling, ensuring comprehensive care for veterans in need.

Domestic violence survivors, as assessed by the YWCA, face significant housing barriers, including credit issues, eviction records, and strict rental qualifications. A lack of rapid rehousing funds and limited ADA-accessible units exacerbate challenges. The YWCA calls for increased funding, relocation assistance, and

a larger independent shelter to ensure long-term stability. Addressing these systemic gaps requires flexible, well-funded solutions to reduce housing insecurity across all populations.

**Describe programs for ensuring that persons returning from mental and physical health institutions receive appropriate supportive housing**

Governor's Opportunity for Supportive Housing (GOSH), Foundational Community Supports (FCS), and services provided through Apple Health are programs that help people returning from institutions receive supportive housing. Governor's Opportunity for Supportive Housing (GOSH) is a long-term care service designed to assist individuals transitioning from state hospitals to independent living. It offers housing search assistance and ongoing tenancy support to facilitate this process.

Foundational Community Supports (FCS) is a program under Washington State's Medicaid Transformation Project, offering benefits for supportive housing and supported employment to Apple Health-eligible beneficiaries with complex needs. The program aims to help individuals find and maintain stable housing and employment, addressing broader health requirements. Eligibility for FCS includes Medicaid recipients who have faced challenges with mental health or addiction and require support to secure and sustain permanent housing.

Apple Health, Washington State's Medicaid program, provides comprehensive health coverage, including services that support individuals transitioning from health institutions to community settings. Through Apple Health, eligible individuals can access a range of services, including medical care, behavioral health services, and long-term services and supports. These services are designed to promote health and independence, facilitating successful transitions from institutional care to community-based living. Additionally, Apple Health collaborates with programs like FCS to offer supportive housing and employment services, addressing the social determinants of health that impact overall well-being.

**Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. 91.315(e)**

Through the competitive RFP process, the Human Services Committee, a citizen review subcommittee of the CHHS Board, identified mental health and childcare services as funding priorities for year 1 of the Consolidated Plan. The projects selected are detailed in AP-35.

**For entitlement/consortia grantees: Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. (91.220(2))**

Not applicable

## **MA-40 Barriers to Affordable Housing – 91.210(e)**

### **Negative Effects of Public Policies on Affordable Housing and Residential Investment**

The Washington State Department of Commerce Affordable Housing Advisory Board’s Housing Advisory Plan (2023-2028) identifies key barriers to affordable housing development in Spokane, shaped by both current and historical public policies.

#### **Funding, Financing, and Resource Allocation**

Securing adequate funding is a major challenge for affordable housing developers. Developers need capital, operational funds, land, and other resources. Nonprofits struggle to raise capital and compete for limited government subsidies. Private sources often impose high fees or expect unrealistic returns. Finding suitable land is another obstacle, as large, vacant parcels with appropriate zoning are rare or unaffordable, while smaller parcels are limited, reducing affordable housing options.

#### **Land Use Regulation and Planning**

Restrictive zoning laws and development regulations limit affordable housing availability, particularly in desirable neighborhoods. Though state funding supports land-use planning, funding is inconsistent, complicating local government efforts to update housing elements or implement zoning changes. Rising construction and infrastructure costs further hinder development. Local resources for growth are limited, meaning developers face additional costs like connection charges and impact fees, making it difficult to secure financing for planning and infrastructure.

#### **Administrative Processes**

The development process is complex and time-consuming. Developers must navigate permitting, design reviews, environmental assessments, and public outreach, all of which add costs and time. High fees associated with these processes create further financial strain.

#### **Construction Barriers**

Building codes that limit design flexibility, combined with rising material, labor, and equipment costs, pose significant challenges. Supply chain disruptions and shortages of construction resources have driven up costs, which affordable housing projects cannot offset by raising rents like market-rate housing can. Increased costs may delay or halt projects, especially if additional funding is needed for pre-construction or infrastructure improvements.

#### **Limited Housing Models**

Spokane faces a shortage of housing options for individuals with reliable incomes who cannot compete in the private housing market. While some lower-income households could access homeownership with targeted support, available models are limited. Public funding often prioritizes large projects producing many units, despite a growing demand for “missing middle” housing for moderate-income households. This emphasis overlooks opportunities for smaller, infill projects near transit and jobs. Despite efforts by the City of Spokane’s Planning Department, affordable housing supply remains insufficient.

**Impact of Historical Policies**

The legacy of policies like redlining, discriminatory lending, and racially restrictive covenants continues to affect housing opportunities in Spokane. These policies led to long-term disinvestment in minority communities, perpetuating racial and economic inequalities. While no longer enforceable, their effects linger. Zoning laws imposing large minimum lot sizes in affluent neighborhoods, referred to as "exclusionary zoning," limit affordable housing options for low- and moderate-income households, many of whom are people of color.

In conclusion, regulatory barriers, rising costs, limited housing models, and historical policies present significant challenges for affordable housing development in Spokane. Addressing these issues requires coordinated efforts from local, state, and federal governments, alongside private sector involvement, to create a more equitable housing market.

## **MA-45 Non-Housing Community Development Assets – 91.215 (f)**

### **Introduction**

The Economic Development chapter of Spokane's Comprehensive Plan establishes a strategic framework to promote a resilient, diverse, and sustainable economy. This framework is structured around cooperative partnerships, strategic land use, business support, workforce development, infrastructure investment, and environmental stewardship. Each goal is paraphrased as follows:

#### **Goal 1: Cooperative Partnerships**

Collaboration is vital to Spokane's economic strategy. The city works with economic development organizations to support initiatives aligned with local objectives. Public-private partnerships are encouraged to drive growth, and periodic assessments ensure development programs remain effective and relevant.

#### **Goal 2: Land Availability for Economic Activities**

A key priority is maintaining a sufficient supply of developable land for business expansion. The plan promotes revitalizing underutilized properties and mixed-use developments that integrate residential, commercial, and industrial spaces to foster vibrant economic hubs.

#### **Goal 3: A Strong, Diverse, and Sustainable Economy**

The plan supports economic diversification by encouraging growth in both traditional industries and emerging sectors such as technology. Entrepreneurship is fostered through resource access, regulatory streamlining, and innovation-friendly policies, with a focus on strengthening small and locally-owned businesses.

#### **Goal 4: Income and Employment Opportunities**

Spokane prioritizes attracting businesses that provide livable wages and benefits. Monitoring economic indicators helps address income disparities and ensure equitable prosperity. Policies are designed to support employment growth across all sectors.

#### **Goal 5: Education and Workforce Development**

A skilled workforce is critical for sustained economic health. The plan emphasizes strengthening educational programs, fostering industry-education partnerships, and enhancing vocational training opportunities. Initiatives target youth and underserved populations to prepare them for evolving job markets.

#### **Goal 6: Infrastructure Investment**

Economic growth relies on well-maintained infrastructure, including transportation, utilities, and communication networks. Prioritizing improvements in key employment centers attracts business investment. The city also supports the development of advanced technology facilities and ensures existing infrastructure remains functional and efficient.

### Goal 7: Regulatory Environment and Tax Structure

A business-friendly regulatory and tax structure is essential for economic vitality. The city collaborates with businesses and residents to maintain a competitive economic climate. Equitable taxation, streamlined permitting, and incentives for development in infrastructure-supported areas are emphasized.

### Goal 8: Quality of Life and Environmental Stewardship

Economic prosperity is linked to environmental and community well-being. Spokane promotes sustainable business practices, environmental preservation, and redevelopment of contaminated sites. Enhancing recreational and tourism opportunities further strengthens the local economy and showcases Spokane's natural assets.

## Economic Development Market Analysis

### Business Activity

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Agriculture, Mining, Oil & Gas Extraction	1,183	528	1	1	0
Arts, Entertainment, Accommodations	11,240	14,004	14	13	-1
Construction	4,582	5,235	6	5	-1
Education and Health Care Services	20,198	33,330	26	32	6
Finance, Insurance, and Real Estate	6,018	9,046	8	9	1
Information	1,760	2,649	2	3	1
Manufacturing	6,309	5,421	8	5	-3
Other Services	2,851	3,362	4	3	-1
Professional, Scientific, Management Services	6,442	10,639	8	10	2
Public Administration	0	0	0	0	0
Retail Trade	11,665	14,558	15	14	-1
Transportation and Warehousing	2,646	2,370	3	2	-1
Wholesale Trade	4,276	4,401	5	4	-1
Total	79,170	105,543	--	--	--

Table 39 - Business Activity

Alternate Data Source Name:

2016-2020 CHAS

Data Source

Comments:

### Labor Force

Total Population in the Civilian Labor Force	110,200
--	---------

Civilian Employed Population 16 years and over	103,675
Unemployment Rate	5.92
Unemployment Rate for Ages 16-24	19.07
Unemployment Rate for Ages 25-65	3.64

**Table 40 - Labor Force**

Alternate Data Source Name:

2016-2020 CHAS

Data Source Comments:

Occupations by Sector	Number of People
Management, business and financial	24,450
Farming, fisheries and forestry occupations	3,845
Service	12,245
Sales and office	22,675
Construction, extraction, maintenance and repair	6,820
Production, transportation and material moving	5,070

**Table 41 – Occupations by Sector**

Alternate Data Source Name:

2016-2020 CHAS

Data Source Comments:

## Travel Time

Travel Time	Number	Percentage
< 30 Minutes	74,211	79%
30-59 Minutes	16,770	18%
60 or More Minutes	3,444	4%
<b>Total</b>	<b>94,425</b>	<b>100%</b>

**Table 42 - Travel Time**

Alternate Data Source Name:

2016-2020 CHAS

Data Source Comments:

## Education:

### Educational Attainment by Employment Status (Population 16 and Older)

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
Less than high school graduate	4,390	415	3,605
High school graduate (includes equivalency)	16,780	1,290	6,980
Some college or Associate's degree	32,480	1,785	11,970
Bachelor's degree or higher	30,930	760	4,915

**Table 43 - Educational Attainment by Employment Status**

Alternate Data Source Name:

2016-2020 CHAS

Data Source Comments:

### Educational Attainment by Age

	Age				
	18–24 yrs	25–34 yrs	35–44 yrs	45–65 yrs	65+ yrs
Less than 9th grade	330	615	775	1,180	730
9th to 12th grade, no diploma	2,185	2,105	1,155	2,575	1,605
High school graduate, GED, or alternative	6,645	8,485	5,630	10,940	8,135
Some college, no degree	9,065	9,985	7,110	13,950	9,380
Associate's degree	1,735	4,445	3,545	7,435	3,100
Bachelor's degree	1,745	8,695	5,100	9,860	6,415
Graduate or professional degree	45	3,130	3,860	6,165	4,980

**Table 44 - Educational Attainment by Age**

Data Source: 2013-2017 ACS

### Educational Attainment – Median Earnings in the Past 12 Months

Educational Attainment	Median Earnings in the Past 12 Months
Less than high school graduate	25,517
High school graduate (includes equivalency)	63,275
Some college or Associate's degree	102,005
Bachelor's degree	123,923
Graduate or professional degree	147,203

**Table 45 – Median Earnings in the Past 12 Months**

Alternate Data Source Name:

2016-2020 CHAS

Data Source Comments:

**Based on the Business Activity table above, what are the major employment sectors within your jurisdiction?**

Based on the Business Activity table, the major employment sectors within the City of Spokane are:

- Education and Health Care Services – 32% of total jobs
- Retail Trade – 14% of total jobs
- Arts, Entertainment, and Accommodations – 13% of total jobs
- Professional, Scientific, and Management Services – 10% of total jobs
- Finance, Insurance, and Real Estate – 9% of total jobs

**Describe the workforce and infrastructure needs of the business community:**

There is a strong demand for skilled workers in education, healthcare, retail, and professional services. High unemployment among youth aged 16-24 (19.07%) suggests a need for entry-level job training and vocational programs. Spokane has a significant number of workers in management, business, and financial occupations (24,450), emphasizing the need for leadership and administrative training. Workers in service (12,245) and sales/office (22,675) roles indicate a demand for customer service and business operation skills.

From an infrastructure perspective, 79% of the workforce enjoys a commute of less than 30 minutes, suggesting a predominantly local job market. To address workforce gaps, there is a pressing need to bolster access to higher education and vocational training facilities. Expansion in sectors like manufacturing and transportation may require investments in industrial zones, logistics hubs, and trade infrastructure.

**Describe any major changes that may have an economic impact, such as planned local or regional public or private sector investments or initiatives that have affected or may affect job and business growth opportunities during the planning period. Describe any needs for workforce development, business support or infrastructure these changes may create.**

In 2023 City's Planning and Economic Development department initiated a study to evaluate the effectiveness of the Centers and Corridors strategy and provide recommendations for updates during the 2026 Comprehensive Plan Periodic Update.

The study was led by a team of consultants who will review comprehensive plan policies, development regulations, and design guidelines to ensure that Centers and Corridors align with Spokane's current and future goals.

The study recommended four key priority updates to the Centers & Corridors framework:

- **Establish a New Set of Mixed-Use Zones:** This recommendation suggests creating updated mixed-use zoning classifications to better accommodate diverse development types within Centers and Corridors.
- **Address Allowed Building Height:** Reevaluating building height restrictions to balance neighborhood character with the need for increased density and development flexibility.
- **Update Block Frontage Standards:** Modifying block frontage standards to enhance the pedestrian experience and support vibrant street-level activity.
- **Increase Connectivity:** Improving transportation and pedestrian connectivity within and between Centers and Corridors to foster accessibility and mobility.

### **How do the skills and education of the current workforce correspond to employment opportunities in the jurisdiction?**

The high share of workers with some college education or an associate's degree (32,480) and bachelor's degrees (30,930) aligns with the employment opportunities in education, healthcare, and professional services.

However, 4,390 individuals with less than a high school diploma are in the labor force, and a significant portion of them are unemployed. This suggests a disparity between job requirements and a need for more educational qualifications.

The median earnings increase significantly with education, from \$25,517 for those without a high school diploma to \$147,203 for those with a graduate or professional degree, highlighting the importance of higher education for economic mobility.

**Describe any current workforce training initiatives, including those supported by Workforce Investment Boards, community colleges and other organizations. Describe how these efforts will support the jurisdiction's Consolidated Plan.**

### **Does your jurisdiction participate in a Comprehensive Economic Development Strategy (CEDS)?**

Yes

**If so, what economic development initiatives are you undertaking that may be coordinated with the Consolidated Plan? If not, describe other local/regional plans or initiatives that impact economic growth.**

The City of Spokane's economic development strategy, <https://my.spokanecity.org/economicdevelopment/strategy/>, focuses on aligning public investments in

neighborhood planning, community development, and infrastructure with private sector initiatives. This collaborative approach aims to stimulate business growth and offer residents safe, affordable, and high-quality living environments.

To achieve these objectives, the city has identified Target Investment Areas (TIAs) based on community support, existing or planned infrastructure projects, available incentives, and required resources. This targeted methodology allows for customized incentives that cater to the unique needs of each area.

In addition to TIAs, Spokane has established several Public Development Authorities (PDAs) to drive economic growth in specific regions:

- West Plains PDA: The purpose of the Authority is to provide a legal entity organized under RCW 35.21.730 - .757 to undertake, assist with and otherwise facilitate the acquisition, construction, development equipping, leasing, operation and maintenance of public benefit projects within the PDA boundaries as defined in the Interlocal Agreement in order to assist both the City, County and the Spokane International Airport in their ability to improve the economic conditions in and around the City and County of Spokane.
- University District PDA: Aims to create a vibrant area where business and education intersect, fostering an environment conducive to innovation and collaboration.
- Northeast PDA: The purpose of the Northeast PDA is to facilitate the redevelopment, development, and construction of public benefit projects, resulting in increased economic activity and job growth within the PDA boundary (The YARD).

The city also utilizes financial tools like the West Quadrant Tax Increment Financing District to prioritize public improvements, particularly on the North Bank of the Spokane River. Also, Business Improvement Districts (BIDs) have been formed Downtown and East Sprague to fund programs and services through annual assessments from business and property owners.

Spokane offers multiple local investment incentives to support projects that align with its economic development goals. These efforts are grounded in the city's Comprehensive Plan, which serves as the foundation for advocacy and investment in quality job creation, economic diversification, and enhanced wage levels.

## **MA-50 Needs and Market Analysis Discussion**

### **Are there areas where households with multiple housing problems are concentrated? (include a definition of "concentration")**

The majority of housing in Spokane was constructed prior to 1980. Many of these older units, particularly those that have not received regular maintenance, are in need of repair and, in some cases, are in significantly deteriorated condition. While not universally applicable, certain areas with higher concentrations of physical housing issues correspond with regions of lower-income populations, as outlined below. A targeted housing rehabilitation program in these areas could greatly enhance housing quality, ensuring that it meets community standards for safety and energy efficiency.

To help communities identify racially/ethnically concentrated areas of poverty (R/ECAPs), HUD has established a census tract-based definition. This definition includes two key criteria: a racial/ethnic concentration threshold and a poverty threshold. The racial/ethnic concentration threshold is clear: R/ECAPs must have a non-white population of 50% or more. For the poverty threshold, HUD defines extreme poverty neighborhoods as census tracts where 40% or more of individuals live below the poverty line.

Given that poverty rates are generally lower in many parts of the country, HUD adds an alternative measure. A neighborhood can also be classified as a R/ECAP if it has a poverty rate exceeding 40% or a rate that is three or more times the average poverty rate for the metropolitan or micropolitan area, whichever is lower. Census tracts meeting the racial/ethnic concentration threshold and experiencing this extreme level of poverty are considered R/ECAPs.

### **Are there any areas in the jurisdiction where racial or ethnic minorities or low-income families are concentrated? (include a definition of "concentration")**

According to the U.S. Department of Housing and Urban Development's Racially or Ethnically Concentrated Areas of Poverty (R/ECAP) mapping tool, the City of Spokane does not have any census tracts where the nonwhite population exceeds 50%. The City of Spokane includes block groups with significant concentrations of low- and moderate-income residents. While these concentrations may shift over time, they are typically found within the following neighborhood:

- Shiloh Hills
- Nevada Heights
- Whitman
- Hillyard
- Bemiss
- Logan
- Chief Garry Park
- East Central

- Riverside
- West Central
- Emerson/Garfield

### **What are the characteristics of the market in these areas/neighborhoods?**

The neighborhoods listed above are primarily situated within the City's central core, where the housing stock tends to be older and in need of maintenance or repair. The City of Spokane's Community, Housing, and Human Services (CHHS) collaborates with SNAP to provide single-family rehabilitation and repair programs, addressing the housing needs of eligible low- and moderate-income homeowners.

### **Are there any community assets in these areas/neighborhoods?**

These areas feature a variety of community assets and services, including youth and senior services, parks, pools, libraries, and community/neighborhood centers, all which provide opportunities for residents to gather and engage at little or no cost. Additionally, the Spokane Transit Authority provides bus and paratransit services to residents in these neighborhoods.

### **Are there other strategic opportunities in any of these areas?**

The City of Spokane has implemented economic and housing strategies to support these and other neighborhoods across the city. Examples of strategic investments and programming include:

Public Development Authorities (PDA):

- West Plains PDA
- University District PDA
- Northeast (The Yard) PDA

Tax Increment Financing (TIF) Districts

Business Improvement Districts (BID)

Multi-Family Tax Exemption (MFTE)

## MA-60 Broadband Needs of Housing occupied by Low- and Moderate-Income Households - 91.210(a)(4), 91.310(a)(2)

**Describe the need for broadband wiring and connections for households, including low- and moderate-income households and neighborhoods.**

Broadband is no longer just a desirable service; it has become an essential economic necessity and a fundamental utility. Without access to broadband, residents of Spokane are excluded from participating in the digital economy and miss out on the opportunities it provides for improved education, healthcare, and civic and social engagement.

Broadband wiring and connections are essential for modern households, and this need is especially critical for low- and moderate-income households and neighborhoods for the following reasons.

- **Access to Information:** In the digital age, reliable internet access provides individuals with the ability to access crucial information—whether it's for health, education, government services, or employment. Without broadband, households may struggle to access these resources, putting them at a significant disadvantage compared to those with internet access.
- **Education:** For students, especially those in low- and moderate-income households, broadband connections are necessary to participate in remote learning, access educational materials, and connect with teachers and peers. Without broadband, students may fall behind academically, exacerbating educational inequalities.
- **Healthcare:** Telemedicine has become an increasingly important way for people to access healthcare services, especially in underserved areas. Broadband connectivity allows for video consultations, remote monitoring of health conditions, and access to medical records. Without it, low- and moderate-income families may not be able to access essential healthcare services, leading to disparities in health outcomes.
- **Job Opportunities:** Many job opportunities now require internet access for online applications, interviews, and remote work. Low-income households without broadband may find it difficult to apply for jobs, leaving them with fewer employment opportunities and perpetuating the cycle of poverty.
- **Economic Mobility:** Broadband infrastructure can foster economic growth in neighborhoods, allowing local businesses to reach customers online, access resources, and engage in e-commerce. For individuals in low- and moderate-income areas, this access can open up new pathways to entrepreneurship, skill development, and economic mobility.
- **Government and Social Services:** Many government services, benefits, and assistance programs are now administered online. Without broadband access, individuals may find it difficult to apply for unemployment benefits, food assistance, or other vital support programs, increasing their vulnerability in times of need.
- **Digital Inclusion:** The lack of broadband infrastructure deepens the digital divide, where affluent households have fast and reliable internet access, while low-income households are left behind.

This digital gap limits opportunities for social participation, economic advancement, and access to technology-driven solutions that are becoming more ubiquitous.

- **Social Connectivity:** Broadband is a vital tool for connecting with family, friends, and community networks. For individuals in lower-income areas, it's often the most affordable and convenient way to stay socially connected, especially in remote or isolated regions.

In summary, broadband access is no longer a luxury but a necessity for modern life. Expanding broadband wiring and connections to low- and moderate-income households is vital to ensure they can fully participate in education, healthcare, the workforce, and social and economic opportunities. It also helps to bridge the digital divide, promoting greater equity in access to resources and opportunities for all.

### **Describe the need for increased competition by having more than one broadband Internet service provider serve the jurisdiction.**

The presence of multiple broadband internet service providers (ISPs) within a jurisdiction is critical for fostering competition, which yields significant benefits for consumers and the broader community. These advantages are outlined as follows:

#### **Price Reduction**

Competition between ISPs typically results in lower consumer prices. Providers are motivated to offer competitive rates and promotions to attract customers. In the absence of competition, a single ISP may monopolize the region, leading to inflated pricing and reduced incentives to offer cost-effective plans.

#### **Enhanced Service Quality**

Multiple ISPs drive continual improvements in service quality. Providers are compelled to enhance service offerings, including higher speeds, more reliable connections, superior customer support, and the incorporation of advanced technologies. A monopolistic ISP, however, may lack such incentives, leading to subpar services.

#### **Innovation Advancement**

Competition encourages innovation in both service delivery and underlying technologies. It may stimulate the development of fiber-optic networks, 5G services, and customized pricing models. These advancements not only benefit consumers but also push the industry forward, driving broader technological progress.

#### **Consumer Choice and Customization**

The presence of various ISPs allows consumers to select providers based on their preferences, whether they prioritize affordability, speed, or reliability. Service differentiation, including specialized packages for business, gaming, or streaming, enhances consumer autonomy and satisfaction.

#### **Geographical Expansion**

In regions with limited broadband options, the introduction of multiple ISPs can extend service

availability to underserved areas. This is especially crucial in rural or low-income neighborhoods where access to reliable, high-speed internet may otherwise be restricted.

### **Improved Customer Service**

Competitive markets incentivize ISPs to enhance customer service. The ability for consumers to switch providers if dissatisfied pushes companies to offer more responsive support, faster issue resolution, and tailored solutions, ensuring higher customer retention.

### **Economic Growth**

Competition drives investment in broadband infrastructure, motivating ISPs to expand their networks and improve service offerings. This, in turn, supports economic growth through job creation and enhances sectors like education, healthcare, and local businesses that rely on fast, dependable internet.

### **Consumer Empowerment**

In a competitive market, consumers hold more bargaining power. The ability to switch providers based on better offers encourages ISPs to refine their services, thereby protecting consumers from poor service and excessive pricing.

### **Addressing the Digital Divide**

Competition can help bridge the digital divide by incentivizing ISPs to invest in underserved or economically disadvantaged regions. This expansion ensures equitable access to reliable, affordable broadband for all communities.

### **Protection Against Market Failures**

The presence of multiple ISPs acts as a safeguard against monopolistic practices, such as price increases or service disruptions. Competition ensures market resilience and provides consumers with viable alternatives.

### **Accelerated Technology Deployment**

A competitive environment accelerates the rollout of emerging technologies like fiber-optic connections and 5G networks, improving internet speeds and connectivity.

In conclusion, increased ISP competition is crucial for lowering prices, enhancing service quality, fostering innovation, and promoting broader access to high-speed internet, contributing to economic development and digital equity.

## **MA-65 Hazard Mitigation - 91.210(a)(5), 91.310(a)(3)**

### **Describe the jurisdiction's increased natural hazard risks associated with climate change.**

A changing climate is creating significant risks for Spokane, with a range of impacts that disproportionately affect the City's most vulnerable populations and overburdened communities. In January 2025, the City of Spokane's Planning Department released a Climate Justice Memo, which combined local and regional assessments, spatial mapping, and peer reviewed publications to identify impacts due to a changing climate affecting the community. This assessment identified the following trends:

**Rising Temperatures** – Average annual temperatures in Spokane have increased by 2 degrees Fahrenheit since 1950, and peak August temperatures, a key stressor during the summer, have risen by 3.5 degrees Fahrenheit since 1979. Summer temperatures are projected to increase by another 3.6 degrees Fahrenheit by mid-century (2046) and up to 11 degrees Fahrenheit by the end of the century (2099). Rising temperatures vary across the City, with some neighborhoods having higher peak temperatures than other areas.

**Extreme Weather Events** – Changing climate trends are linked to severe weather events, like the 2021 heat dome which resulted in 19 heat-related deaths in Spokane, overwhelming local emergency services and infrastructure. According to Spokane County, several of those deaths occurred in the Central City (e.g., Riverside neighborhood) and Northeast Spokane (e.g., Nevada/Lidgerwood neighborhood), which have a large population of low-income households.

**Changing Precipitation Patterns** – Summer rainfall is projected to decline by 14% by 2099, leading to increased drought conditions, while streamflow in the winter may rise by 84%, increasing flood risks.

**Wildfire Smoke and Air Quality** – Wildfire danger days are projected to rise, increasing air pollution and unhealthy and hazardous air quality levels from smoke and posing respiratory health risks, especially in neighborhoods already experiencing poor air quality.

**Decreased Snowpack and Water Resource Strain** – Snowpack, critical for water supplies, may drop below 75% of current levels by the end of the century, straining water resources in warmer months.

### **Describe the vulnerability to these risks of housing occupied by low- and moderate-income households based on an analysis of data, findings, and methods.**

In early 2025, the City of Spokane's Planning Department, through its Climate Justice efforts, analyzed regional and national reports to better understand vulnerable populations and overburdened communities in Spokane more at risk to climate impacts. Key findings include:

Communities at heightened risk include Native Americans, Black and Latino residents, low-income residents, houseless individuals, youth, older adults, people with disabilities, those with chronic health conditions, outdoor workers, and residents in areas with high environmental justice concerns. These communities may experience climate impacts in many ways, such as disruptions to the local economy, impacts to physical and mental health, stressors to infrastructure systems, effects on community wellbeing, and harms to local ecosystems.

Vulnerable populations often live in regions prone to climate hazards – such as extreme heat, pollution, wildfire risk, and flood-prone zones – or in neighborhoods with older infrastructure less able to withstand climate impacts. Such infrastructure can include housing, utilities, transportation, and health care systems. Individuals in these communities may also struggle to access resources and care during and after extreme weather events. Vulnerable populations may also have limited financial resources or cultural, language, or citizenship barriers that restrict their access to health care, social services, and safe, nutritious food.

Data from the Washington Tracking Network Health Disparities Map and the EPA’s Environmental Justice Screening Tool pinpoint overburdened communities, particularly along the 1-90 corridor and Northeast Spokane, where indicators like high asthma prevalence and urban heat exposure are prevalent. These areas contain a high percentage of low-income households. Increased exposure to climate factors that lead to health issues further exacerbate a low-income household’s ability to maintain employment and essential household functions. Lacking financial resources also reduces a person’s capacity to respond to climate risks, like their ability to rebuild their home, afford health care, or evacuate/relocate to a less risk-prone location.

Specific housing-related issues include the following:

- Renters have less agency to do efficiency upgrades and may be subjected to higher energy and water costs or go without things like air conditioning because it is too expensive.
- A changing climate will impact the health of houseless people through increased heat waves, increased air pollution, increased severity of floods and storms, and changing infectious disease vectors.
- Homes built prior to modern building codes (pre-1960) were often built without prioritization of energy efficiency (e.g., without insulation and with single-paned windows). These can be energy cost burdens to occupants and expensive to retrofit.

This analysis underscores the need for resilience planning focused on Spokane’s most affected areas and communities – those facing compounding climate and social vulnerabilities.

# Strategic Plan

## SP-05 Overview

### Strategic Plan Overview

While the City of Spokane did not identify any one geographic region as a priority area for funding, Spokane will prioritize housing in proximity to public transit, services, and green areas.

The Consolidated Plan allocates the funds from specific federal formula grants awarded by the U.S. Department of Housing and Urban Development (HUD). The City of Spokane's Consolidated Plan comprises the Needs Assessment, the Market Analysis, and the Strategic Plan. While the Needs Assessment and Market Analysis evaluate community needs and resource gaps, the Strategic Plan outlines the objectives and priorities the City of Spokane intends to address through allocations from the Community Development Block Grant (CDBG), HOME Investment Partnership (HOME), and the Emergency Solutions Grant (ESG) programs.

In establishing the five-year objectives for the Strategic Plan, the City of Spokane considered various factors, including market conditions, the availability of affordable housing, and the broader community development needs. The determination of Consolidated Plan priorities was informed by a comprehensive public engagement process, which encompassed public meetings, small group consultations, a widely distributed community needs survey, informational tables at public events, and a review of relevant planning efforts undertaken by other local departments and institutions.

The four goals identified through this consolidated planning process are as follows:

1. Enhance access to essential services for low- and moderate-income households and neighborhoods within the City of Spokane.
2. Improve public and community infrastructure to benefit low- and moderate-income households and neighborhoods.
3. Increase and preserve the stock of affordable housing options for low- and moderate-income households.
4. Foster and expand economic development opportunities for low- and moderate-income individuals.

Although the City of Spokane did not designate any specific geographic areas as priority zones for funding, it will prioritize housing developments located in proximity to public transit, essential services, and green spaces.

The Strategic Plan delineates specific outcomes for assessing progress toward the attainment of the established goals. These outcomes are reported annually in the Consolidated Annual Performance and Evaluation Report (CAPER).

The resources outlined in the Strategic Plan represent projected funding estimates. It is important to note that the U.S. Department of Housing and Urban Development (HUD) retains the authority to modify the allocations of CDBG, HOME, and ESG funding awarded to the City of Spokane.

## SP-10 Geographic Priorities – 91.215 (a)(1)

### Geographic Area

Table 46 - Geographic Priority Areas

1	<b>Area Name:</b>	City of Spokane
	<b>Area Type:</b>	Other
	<b>Other Target Area Description:</b>	Other
	<b>HUD Approval Date:</b>	
	<b>% of Low/ Mod:</b>	
	<b>Revital Type:</b>	
	<b>Other Revital Description:</b>	
	<b>Identify the neighborhood boundaries for this target area.</b>	All areas within the City of Spokane city limits.
	<b>Include specific housing and commercial characteristics of this target area.</b>	Refer to the Needs Assessment and Market Analysis sections of the Consolidated Plan for detailed information.
	<b>How did your consultation and citizen participation process help you to identify this neighborhood as a target area?</b>	Refer to the Consultation and Citizen Participation sections of the Consolidated Plan for detailed information.
	<b>Identify the needs in this target area.</b>	Refer to the Needs Assessment section of the Consolidated Plan for detailed information.
	<b>What are the opportunities for improvement in this target area?</b>	Refer to the Market Analysis sections of the Consolidated Plan for detailed information.
	<b>Are there barriers to improvement in this target area?</b>	Refer to the Needs Assessment and Market Analysis sections of the Consolidated Plan for detailed information.

### General Allocation Priorities

Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA

for HOPWA)

The need for CDBG, HOME, and ESG investment is recognized as city-wide. The City of Spokane does not allocate the formula grant investments based on any one geographic areas since so many neighborhoods are CDBG eligible. However, the City has identified a strategic priority to increase housing density and to locate affordable housing throughout the City, rather than in any one geographic location, particularly in proximity to essential services such as parks, open spaces, schools, grocery stores, and public transit lines.

## SP-25 Priority Needs - 91.215(a)(2)

### Priority Needs

Table 47 – Priority Needs Summary

1	<b>Priority Need Name</b>	Affordable rental housing
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Moderate
	<b>Geographic Areas Affected</b>	Other
	<b>Associated Goals</b>	Increase & preserve the affordable housing stock
	<b>Description</b>	Increasing and maintaining the affordable housing stock and providing housing related services to assist low-to-moderate income households in finding and keeping affordable rental housing. For example, acquisition, construction, rehabilitation, and TBRA activities will assist the City in meeting this priority.
	<b>Basis for Relative Priority</b>	Community needs survey, public community meetings, stakeholder consultations identified increasing affordable rental housing options for low-to-moderate income households as a top priority.
2	<b>Priority Need Name</b>	Increased mental health services
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Moderate
	<b>Geographic Areas Affected</b>	Other
	<b>Associated Goals</b>	Increase access to essential services
	<b>Description</b>	Increase access to mental health services for low-to-moderate-income households.

	<b>Basis for Relative Priority</b>	Community needs survey, public community meetings, stakeholder consultations identified increased access to mental health services as a critical need for low-to-moderate income households.
<b>3</b>	<b>Priority Need Name</b>	Increased childcare services
	<b>Priority Level</b>	High
	<b>Population</b>	Low Moderate Middle Families with Children
	<b>Geographic Areas Affected</b>	Other
	<b>Associated Goals</b>	Increase access to essential services
	<b>Description</b>	Increase access to affordable childcare services for low-to-moderate income households.
	<b>Basis for Relative Priority</b>	Community needs survey, public community meetings, stakeholder consultations identified increased access to childcare services as a critical need for low-to-moderate income households.
<b>4</b>	<b>Priority Need Name</b>	Housing repair and rehabilitation
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Moderate
	<b>Geographic Areas Affected</b>	Other
	<b>Associated Goals</b>	Increase & preserve the affordable housing stock
	<b>Description</b>	Maintaining the stock of affordable housing for low-to-moderate income households through the repair and rehabilitation of single family and multi-family affordable housing.

	<b>Basis for Relative Priority</b>	Community needs survey, public community meetings, stakeholder consultations identified maintaining the affordable housing stock for low-to-moderate income households as a top priority.
5	<b>Priority Need Name</b>	Neighborhood Improvements
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Moderate Non-housing Community Development
	<b>Geographic Areas Affected</b>	Other
	<b>Associated Goals</b>	Improve public/community infrastructure
	<b>Description</b>	Sidewalks, streets, more and/or improved parks, neighborhood safety improvements, more and/or improved community centers, similar neighborhood improvements.
	<b>Basis for Relative Priority</b>	Community needs survey, public community meetings, stakeholder consultations identified neighborhood improvements as a top as a critical priority for low-to-moderate income neighborhoods.
6	<b>Priority Need Name</b>	Increased access to addiction treatment services
	<b>Priority Level</b>	Low
	<b>Population</b>	Low Moderate
	<b>Geographic Areas Affected</b>	Other
	<b>Associated Goals</b>	Increase access to essential services
	<b>Description</b>	Increased access to addiction treatment services for low-to-moderate income households.
	<b>Basis for Relative Priority</b>	Community needs survey, public community meetings, stakeholder consultations identified increased access to addiction treatment services as a critical need for low-to-moderate income households.

7	<b>Priority Need Name</b>	More and/or improved childcare facilities
	<b>Priority Level</b>	High
	<b>Population</b>	Low Moderate Non-housing Community Development
	<b>Geographic Areas Affected</b>	Other
	<b>Associated Goals</b>	Improve public/community infrastructure
	<b>Description</b>	Improvements to current and new childcare facilities, increasing access to childcare for low-moderate- income households.
	<b>Basis for Relative Priority</b>	Community needs survey, public community meetings, stakeholder consultations identified increased access to childcare services and facilities as a critical need for low-to-moderate income households.
8	<b>Priority Need Name</b>	Supportive services for vulnerable populations
	<b>Priority Level</b>	Low
	<b>Population</b>	Extremely Low Low Moderate
	<b>Geographic Areas Affected</b>	Other
	<b>Associated Goals</b>	Increase access to essential services
	<b>Description</b>	Supportive services for vulnerable populations (low-to-moderate income residents, elderly, persons living with disabilities, LGBTQIA+, etc.)
	<b>Basis for Relative Priority</b>	Community needs survey, public community meetings, stakeholder consultations identified access to essential services for vulnerable populations as a need for low-to-moderate income households.
9	<b>Priority Need Name</b>	Facility improvements for non-profits
	<b>Priority Level</b>	Low

	<b>Population</b>	Extremely Low Low Moderate Middle Non-housing Community Development
	<b>Geographic Areas Affected</b>	Other
	<b>Associated Goals</b>	Improve public/community infrastructure
	<b>Description</b>	Non-profit facility improvements ensure the continuation of safe and sanitary public facilities for organizations serving low-to-moderate-income households.
	<b>Basis for Relative Priority</b>	Community needs survey, public community meetings, stakeholder consultations identified public facility improvements as a priority for low-to-moderate income households.
<b>10</b>	<b>Priority Need Name</b>	Home Ownership opportunities
	<b>Priority Level</b>	Low
	<b>Population</b>	Low Moderate
	<b>Geographic Areas Affected</b>	Other
	<b>Associated Goals</b>	Increase & preserve the affordable housing stock
	<b>Description</b>	Providing access for low-to-moderate income households to home ownership through down payment assistance, housing counseling and other services.
	<b>Basis for Relative Priority</b>	Community needs survey, public community meetings, stakeholder consultations identified increased access to home ownership as a priority for low-to-moderate income households.
<b>11</b>	<b>Priority Need Name</b>	Workforce development
	<b>Priority Level</b>	Low

	<b>Population</b>	Extremely Low Low Moderate Non-housing Community Development
	<b>Geographic Areas Affected</b>	Other
	<b>Associated Goals</b>	Create/expand economic opportunities
	<b>Description</b>	More and/or increased access to work force development opportunities for low-to-moderate income households through employment training programs
	<b>Basis for Relative Priority</b>	Community needs survey, public community meetings, stakeholder consultations identified increased access to job training programs as a priority need for low-to-moderate income households.
12	<b>Priority Need Name</b>	Microenterprise programs
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Moderate Non-housing Community Development
	<b>Geographic Areas Affected</b>	Other
	<b>Associated Goals</b>	Create/expand economic opportunities
	<b>Description</b>	Support microenterprise programs that encourage economic development.
	<b>Basis for Relative Priority</b>	Community needs survey, public community meetings, stakeholder consultations identified increased economic development in Spokane as a priority need for low-to-moderate income households.
13	<b>Priority Need Name</b>	Financing for economic and community development
	<b>Priority Level</b>	Low

	<b>Population</b>	Extremely Low Low Moderate Non-housing Community Development
	<b>Geographic Areas Affected</b>	Other
	<b>Associated Goals</b>	Create/expand economic opportunities
	<b>Description</b>	Low-cost financing for economic and community development in low-to-moderate income neighborhoods or that support low-to-moderate income households.
	<b>Basis for Relative Priority</b>	Community needs survey, public community meetings, stakeholder consultations identified a need to support economic and community development through low-cost financing options.

### Narrative (Optional)

The priority needs identified through the community engagement process were many. The priority needs identified in Table 53 represent those priority needs identified most often. The resources available to meet priority needs is not sufficient to fund activities addressing all of the priority needs each and every year. Instead, the City of Spokane will further engage with the community prior to each funding round to determine the most critical priority needs to address in each of the five Annual Action Plans aligned with the 2025-2029 Consolidate Plan.

## SP-30 Influence of Market Conditions – 91.215 (b)

### Influence of Market Conditions

<b>Affordable Housing Type</b>	<b>Market Characteristics that will influence the use of funds available for housing type</b>
Tenant Based Rental Assistance (TBRA)	Homeless individuals and extremely low-income renters face significant challenges in securing affordable rental housing. While Section 8 remains a primary source of rental assistance, funding levels are insufficient to meet the existing demand. The City of Spokane allocates HOME-ARP funds to Tenant-Based Rental Assistance (TBRA) programs to support families who are experiencing homelessness or are at risk of homelessness, as defined in CPD Notice 21-10, by assisting with payment for affordable housing options.
TBRA for Non-Homeless Special Needs	The rise in rents and the overall shortage of affordable housing citywide pose significant challenges for low-income households with special needs in securing affordable rental housing. To address this, the City of Spokane allocates HOME-ARP funds to Tenant-Based Rental Assistance (TBRA) programs to support non-homeless special needs populations, as defined in CPD Notice 21-10, in accessing affordable housing options.
New Unit Production	The current housing market necessitates the production of additional affordable housing units due to an undersupply that is limiting availability and driving up prices. The City of Spokane utilizes its HOME funds to facilitate the development of new affordable housing. The HOME program prioritizes projects that contribute to the expansion of the affordable housing supply.
Rehabilitation	Spokane's housing inventory is primarily composed of structures built before 1950. These older homes and multi-family rental properties generally require more frequent maintenance and incur higher utility costs. Preserving this substantial housing stock as safe, healthy, and affordable is essential. The City of Spokane's CDBG funded rehabilitation programs specifically target low- and moderate-income homeowners, and non-profit property owners of affordable housing properties, who represent the primary owners of the city's aging housing stock.

<b>Affordable Housing Type</b>	<b>Market Characteristics that will influence the use of funds available for housing type</b>
Acquisition, including preservation	Due to the limited supply of housing (and housing available to low-income renters), acquisition and preservation of existing housing can help retain this housing as safe and affordable. Given that most existing housing is lower cost than new construction, the most efficient use of public housing funds is preserving existing housing as safe and affordable. City of Spokane programs target privately-owned rentals that help preserve affordable housing for low-income tenants.

**Table 48 – Influence of Market Conditions**

## SP-35 Anticipated Resources - 91.215(a)(4), 91.220(c)(1,2)

### Introduction

The anticipated resources for CDBG, HOME, and ESG are estimates based on the 2025 allocations. These allocations are subject to change in Year 2 - Year 5 of the Consolidated Plan. The City of Spokane plans for minor fluctuations in funding and adjusts the project awards accordingly. In the event of a decrease in funding, the City will reduce each selected project's award by an equal amount. Conversely, if funding increases, partial awards will be adjusted by equal percentages, and alternative projects may be funded.

### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	3,017,244	1,000,000	911,019	4,928,263	16,068,976	The City of Spokane is not anticipating prior year resources for the remaining four years of the Consolidated Plan. PI is from the RL fund and must be used as per requirements. PI is calculated as an average of the previous three years of RL PI.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	1,138,478	145,240	0	1,283,718	5,134,872	PI calculated as an average of the previous two years of PI

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	267,764	0	0	267,764	1,071,056	

**Table 49 - Anticipated Resources**

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

CDBG public facilities and improvement projects frequently leverage CDBG grants in conjunction with funding from other sources, including Avista, the Washington State Department of Commerce's Connecting Housing to Infrastructure Program, and various philanthropic organizations.

Matching funds for the HOME Program are generated when the City allocates local revenue from the Sales and Use Tax for Affordable Housing and Supportive Services (1590). Subrecipients of HOME Program grants utilize these funds to secure additional financial support from the

Washington State Department of Commerce Housing Trust Fund, the Federal Home Loan Bank Affordable Housing Program, the Low Income Housing Tax Credit Program, and other state and federal funding sources.

The City of Spokane collaborates with the Washington State Department of Commerce to secure funding aimed at addressing homelessness. These funding sources are used to support the goals outlined in the WA 502 CoC 5-Year Strategic Plan to Prevent and End Homelessness and to serve as matching funds for the Emergency Solutions Grant (ESG) program.

**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

The Community, Housing, and Human Services (CHHS) Department owns several parcels of vacant property acquired through the Derelict Acquisition and Rehabilitation Program, established by the City of Spokane in 2017. These properties are designated for use in activities that are eligible under the CDBG program. The CHHS Department is working in collaboration with Northeast Washington Educational Services District 101 to develop these properties in accordance with CDBG requirements, with the aim of addressing community needs for affordable housing, workforce development initiatives, and public facilities.

**Discussion**

All funding allocations will be utilized in accordance with the eligibility requirements specified in the Code of Federal Regulations. These funds will support activities that address the needs of low- and moderate-income individuals and families. For further information regarding the eligible use of these funds, please contact the Community, Housing, and Human Services Department at [spokanechhs@spokanecity.org](mailto:spokanechhs@spokanecity.org).

## SP-40 Institutional Delivery Structure – 91.215(k)

Explain the institutional structure through which the jurisdiction will carry out its consolidated plan including private industry, non-profit organizations, and public institutions.

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
City of Spokane CHHS Dept	Government	Economic Development Homelessness Non-homeless special needs Ownership Planning Rental neighborhood improvements public facilities public services	Jurisdiction

**Table 50 - Institutional Delivery Structure**  
**Assess of Strengths and Gaps in the Institutional Delivery System**

The institutional delivery system demonstrates a robust capacity for planning and executing housing, community, and economic development initiatives, as well as essential services, through the administration of the Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), and HOME Investment Partnerships Program (HOME). The City has established a longstanding and effective framework for managing housing assistance programs, including housing development and rehabilitation. Additionally, the City collaborates with nonprofit organizations and the Spokane Housing Authority, which serve as key implementation partners, many of which specialize in affordable housing solutions for specific subpopulations within low-income households.

The Spokane Community, Housing, and Human Services (CHHS) Board, along with its subcommittees, further strengthens this institutional framework by leveraging the expertise of its members in an advisory capacity to the City. The CHHS Department, along with its predecessor entities, has played a critical role in supporting the Spokane Continuum of Care and its affiliated agencies through the strategic use of ESG funds and other state and federal resources. The Continuum of Care has successfully developed a comprehensive array of housing and supportive services for homeless and vulnerable populations, demonstrating strong outcome-based results.

A primary limitation of the institutional system is the insufficient financial resources available to fully address the City's priorities. Despite some progress, the expansion of major funding sources has been constrained, further compounded by economic downturns and reductions in federal and state funding in recent years. In response, the City has undertaken departmental restructuring to enhance its capacity

for implementing coordinated strategies that address the complex challenges of housing, community, and economic development, as well as essential services. A central focus of these efforts is to secure additional resources for projects that serve low- and moderate-income households.

### **Availability of services targeted to homeless persons and persons with HIV and mainstream services**

<b>Homelessness Prevention Services</b>	<b>Available in the Community</b>	<b>Targeted to Homeless</b>	<b>Targeted to People with HIV</b>
<b>Homelessness Prevention Services</b>			
Counseling/Advocacy	X	X	X
Legal Assistance	X	X	X
Mortgage Assistance	X	X	X
Rental Assistance	X	X	X
Utilities Assistance	X	X	X
<b>Street Outreach Services</b>			
Law Enforcement	X	X	X
Mobile Clinics	X	X	X
Other Street Outreach Services	X	X	X
<b>Supportive Services</b>			
Alcohol & Drug Abuse	X	X	X
Child Care	X	X	X
Education	X	X	X
Employment and Employment Training	X	X	X
Healthcare	X	X	X
HIV/AIDS	X	X	X
Life Skills	X	X	X
Mental Health Counseling	X	X	X
Transportation			
<b>Other</b>			

**Table 51 - Homeless Prevention Services Summary**

**Describe how the service delivery system including, but not limited to, the services listed above meet the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth)**

The community offers a comprehensive array of services designed to address the needs of its residents, with a particular emphasis on supporting low-income and vulnerable populations. These services are accessible to and provided for individuals experiencing homelessness as well as those living with HIV/AIDS. While certain inefficiencies exist within the service delivery framework, mainstream resources—including healthcare and employment services—remain available to all homeless individuals

and persons with HIV/AIDS. The primary challenges in service provision are attributed to resource constraints, which limit the capacity to adequately meet the needs of all eligible individuals.

**Describe the strengths and gaps of the service delivery system for special needs population and persons experiencing homelessness, including, but not limited to, the services listed above**

Spokane possesses a robust network of high-capacity agencies that deliver a wide range of services, including specialized support for individuals experiencing homelessness and those with special needs. These agencies also provide critical homelessness prevention services. Additionally, the Homeless Management Information System (HMIS) facilitates the generation of performance reports, enabling the Continuum of Care (CoC) to assess and improve the effectiveness of housing and service programs. While ongoing improvements continue, the healthcare system has made significant progress in enhancing coordination among partnering agencies. Furthermore, the CoC, in conjunction with service providers assisting non-homeless individuals, has increasingly improved its capacity to connect clients with mainstream resources for which they qualify.

Despite these advancements, there remain critical service gaps where capacity does not meet demand. One significant deficiency is the lack of low-barrier housing facilities, which would provide transitional or permanent housing options for individuals who use substances or struggle with mental health conditions while addressing the underlying causes of their homelessness. Other service areas requiring enhancement include senior housing, mental health counseling, affordable childcare, job readiness initiatives, case management services, and language assistance for refugee and immigrant populations.

**Provide a summary of the strategy for overcoming gaps in the institutional structure and service delivery system for carrying out a strategy to address priority needs**

The Continuum of Care (CoC) is in the final stages of adopting an updated Five-Year Plan to End Homelessness. This strategic plan will guide the allocation of resources and system efforts to address existing gaps within the continuum of care. Additionally, it will serve as a framework for the annual development of targeted action steps to effectively respond to identified needs.

A primary strategy of the plan focuses on enhancing the service delivery system to facilitate pathways toward self-sufficiency and reduce financial vulnerability among individuals experiencing homelessness. Key objectives include improving coordination among employment programs, expanding access to mainstream services, supporting the development of client-centered wraparound services, and increasing educational attainment, educational outcomes, and access to living-wage employment opportunities. The City and its network of special needs service providers remain committed to identifying new funding sources to address service gaps and implementing system-level improvements to enhance program outcomes.

**SP-45 Goals Summary – 91.215(a)(4)**

## Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Increase & preserve the affordable housing stock	2025	2029	Affordable Housing	City of Spokane	Affordable rental housing Housing repair and rehabilitation Home Ownership opportunities	CDBG: \$10,097,662 HOME: \$6,418,590	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 3 Households Assisted  Public service activities for Low/Moderate Income Housing Benefit: 1000 Households Assisted  Rental units constructed: 25 Household Housing Unit  Rental units rehabilitated: 25 Household Housing Unit  Homeowner Housing Rehabilitated: 650 Household Housing Unit  Tenant-based rental assistance / Rapid Rehousing: 13 Households Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
2	Increase access to essential services	2025	2029	Homeless Non-Homeless Special Needs Non-Housing Community Development	City of Spokane	Increased mental health services Increased childcare services Increased access to addiction treatment services Supportive services for vulnerable populations	CDBG: \$2,097,697 ESG: \$1,338,820	Public service activities other than Low/Moderate Income Housing Benefit: 5365 Persons Assisted  Homeless Person Overnight Shelter: 100 Persons Assisted
3	Improve public/community infrastructure	2025	2029	Affordable Housing Non-Homeless Special Needs Non-Housing Community Development	City of Spokane	Neighborhood Improvements More and/or improved childcare facilities Facility improvements for non-profits	CDBG: \$7,552,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 3028 Persons Assisted  Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 0 Households Assisted  Rental units rehabilitated: 0 Household Housing Unit

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	Create/expand economic opportunities	2025	2029	Non-Housing Community Development	City of Spokane	Workforce development Microenterprise programs Financing for economic and community development	CDBG: \$1,249,880	Jobs created/retained: 105 Jobs

Table 52 – Goals Summary

## Goal Descriptions

1	Goal Name	Increase & preserve the affordable housing stock
	Goal Description	Increase and preserve the stock of affordable housing options for low- and moderate-income households. Activities that will meet this goal include acquisition, construction, single-family and multi-family rehabilitation, housing counseling and down payment assistance.
2	Goal Name	Increase access to essential services
	Goal Description	<p>Increase access to essential services for low-and moderate-income households and neighborhoods in the City of Spokane. Provision of public services designed to benefit low- and moderate-income individuals and communities by addressing various social needs and improving quality of life. The essential services identified most often as funding priorities through the public engagement process include: childcare services, mental health services, addiction treatment services, and supportive services for vulnerable populations.</p> <p><i>Funds obligated for Public Services activities must not exceed 15% of the annual grant allocation plus 15% of Program Income received during the prior year.</i></p>

3	Goal Name	Improve public/community infrastructure
	Goal Description	Improve public/community infrastructure for low-and moderate-income households and neighborhoods.
4	Goal Name	Create/expand economic opportunities
	Goal Description	Create and expand economic development opportunities for low- and moderate-income individuals. Assistance to increase workforce development, job skills and training, and the advancement of businesses owned by or serving low- to moderate-income populations. Facilitating economic development through the establishment, stabilization, and expansion of microenterprises. A <i>microenterprise</i> is a business having five or fewer employees, one of whom owns the business.

**Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.315(b)(2)**

The City of Spokane will primarily focus on extremely low-, low- and moderate-income individuals and households throughout this Consolidate Plan. The City intends to develop and/or retain affordable housing units through partnerships with local government and housing developers. The City will update the actual numbers of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing in each Annual Action Plan, Substantial Amendment (where applicable), and Consolidated Annual Performance Evaluation Report (CAPER). Our estimated goal will be to assist 10 households per year with access to housing stability.

## **SP-50 Public Housing Accessibility and Involvement – 91.215(c)**

### **Need to Increase the Number of Accessible Units (if Required by a Section 504 Voluntary Compliance Agreement)**

Not applicable

### **Activities to Increase Resident Involvements**

The Spokane Housing Authority (SHA) continues its Moving To Work (MTW) demonstration program in 2025. Creating vibrant communities where people thrive is SHA's vision for MTW. With the flexibility and new tools provided by MTW, SHA will be able to assist our participants in reaching for what is possible and improve their quality of life. This marks the second year of a five-year project on Landlord Incentives for an overall MTW term of 20 years. All MTW initiatives will be combined with a commitment to seek and end racial and other demographic characteristics as determinates of success. SHA will continue to develop additional local strategies during our participation in MTW, learning from our experiences and other MTW agencies.

SHA creates and adopts a Public Housing Authority Annual Plan (PHA Annual Plan) to describe new and ongoing activities with our awarded federal resources. The Annual Plan is subject to public review and comment and board approval before submission to HUD. This supplement is submitted with the SHA Annual PHA Plan. Then, HUD approves the Annual Plan and supplement so SHA can move forward with those new activities. This Supplement outlines the existing MTW waivers approved and implemented in 2023 and proposes two new waivers to be implemented during 2025.

### **Is the public housing agency designated as troubled under 24 CFR part 902?**

No

### **Plan to remove the 'troubled' designation**

Not applicable

## **SP-55 Barriers to affordable housing – 91.215(h)**

### **Barriers to Affordable Housing**

The Washington State Department of Commerce Affordable Housing Advisory Board’s Housing Advisory Plan (2023-2028) identifies key barriers to affordable housing development in Spokane, shaped by both current and historical public policies.

#### **Funding, Financing, and Resource Allocation**

Securing adequate funding is a major challenge for affordable housing developers. Developers need capital, operational funds, land, and other resources. Nonprofits struggle to raise capital and compete for limited government subsidies. Private sources often impose high fees or expect unrealistic returns. Finding suitable land is another obstacle, as large, vacant parcels with appropriate zoning are rare or unaffordable, while smaller parcels are limited, reducing affordable housing options.

#### **Land Use Regulation and Planning**

Restrictive zoning laws and development regulations limit affordable housing availability, particularly in desirable neighborhoods. Though state funding supports land-use planning, funding is inconsistent, complicating local government efforts to update housing elements or implement zoning changes. Rising construction and infrastructure costs further hinder development. Local resources for growth are limited, meaning developers face additional costs like connection charges and impact fees, making it difficult to secure financing for planning and infrastructure.

#### **Administrative Processes**

The development process is complex and time-consuming. Developers must navigate permitting, design reviews, environmental assessments, and public outreach, all of which add costs and time. High fees associated with these processes create further financial strain.

#### **Construction Barriers**

Building codes that limit design flexibility, combined with rising material, labor, and equipment costs, pose significant challenges. Supply chain disruptions and shortages of construction resources have driven up costs, which affordable housing projects cannot offset by raising rents like market-rate housing can. Increased costs may delay or halt projects, especially if additional funding is needed for pre-construction or infrastructure improvements.

#### **Limited Housing Models**

Spokane faces a shortage of housing options for individuals with reliable incomes who cannot compete in the private housing market. While some lower-income households could access homeownership with targeted support, available models are limited. Public funding often prioritizes large projects producing many units, despite a growing demand for “missing middle” housing for moderate-income households. This emphasis overlooks opportunities for smaller, infill projects near transit and jobs. Despite efforts by the City of Spokane’s Planning Department, affordable housing supply remains insufficient.

### **Impact of Historical Policies**

The legacy of policies like redlining, discriminatory lending, and racially restrictive covenants continues to affect housing opportunities in Spokane. These policies led to long-term disinvestment in minority communities, perpetuating racial and economic inequalities. While no longer enforceable, their effects linger. Zoning laws imposing large minimum lot sizes in affluent neighborhoods, referred to as "exclusionary zoning," limit affordable housing options for low- and moderate-income households, many of whom are people of color.

In conclusion, regulatory barriers, rising costs, limited housing models, and historical policies present significant challenges for affordable housing development in Spokane. Addressing these issues requires coordinated efforts from local, state, and federal governments, alongside private sector involvement, to create a more equitable housing market.

### **Strategy to Remove or Ameliorate the Barriers to Affordable Housing**

In 2020, Washington State amended House Bill (HB) 1590, authorizing local governments to impose a 0.1% sales tax for housing and related services. In 2023, the City of Spokane enacted Spokane Municipal Code (SMC) 08.07C.030, enabling the collection of these tax revenues, thereby establishing a stable and predictable funding mechanism to support affordable housing initiatives.

The City of Spokane has also taken a leadership role in zoning and regulatory reforms to facilitate the development of affordable housing. The passage of the Building Opportunities and Choices for All (BOCA) Code by the City Council, effective January 1, 2024, represents a significant policy shift aimed at increasing housing availability within the city. The BOCA Code introduces several key provisions to encourage residential development:

- Reduced parking requirements: Residential developments within half a mile of a transit stop are no longer required to provide parking.
- Reduced minimum lot sizes: Lot size minimums have been decreased to allow for greater housing density.
- Increased building height allowances: Select zoning districts now permit taller structures.
- Reduced front and rear setbacks: Setback requirements have been lowered in certain zones to optimize land use.
- Expanded Unit Lot Subdivision process: Greater flexibility has been introduced to facilitate subdivision and property development.
- Implementation of footprint and impervious surface maximums: New limitations ensure sustainable land use and environmental considerations.
- Allowance for increased housing density on individual lots: More residential units may now be constructed on a single lot.
- Development of vacant lots within established neighborhoods: Regulatory barriers have been removed to facilitate infill development.

These zoning amendments exemplify progressive land-use policies that remove barriers to housing development by increasing access to developable land and streamlining regulatory processes. Additionally, the City's Department of Planning is advancing a pilot program to pre-review site design plans for various housing typologies, ranging from single-family homes to fourplexes. Once finalized, these pre-approved designs will be made available on the City's website, enabling expedited construction processes and reducing administrative costs for developers. This initiative is expected to lower architectural, permitting, and environmental review fees, thereby freeing up capital for housing providers and accelerating residential development.

In response to rising insurance premiums, Washington State adopted Chapter 284-30A WAC in 2023, establishing transparency requirements for insurers regarding premium adjustments. These regulations mandate that insurers provide policyholders with explanations of premium increases upon request at the time of renewal, including for residential insurance policies.

These combined efforts reflect a comprehensive approach to housing policy, integrating financial mechanisms, zoning reforms, and regulatory transparency to support housing development and affordability in Spokane.

## **SP-60 Homelessness Strategy – 91.215(d)**

### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

The City of Spokane hosts a monthly meeting for outreach workers, some of whom may directly enter data into the Homeless Management Information System (HMIS). These meetings include representatives from a variety of organizations such as Street Medicine, the Spokane Regional Health District, Behavioral Health Organizations, and outreach teams funded by federal, state, and local sources. While this list isn't exhaustive, it reflects the diverse range of teams that engage directly with unsheltered individuals. Most of the outreach teams have HMIS access and enroll people into Coordinated Entry.

Because each agency involved in street outreach offers different services, the monthly meetings (which function similarly to case conferences) provide an opportunity for these organizations to assess and ensure they are meeting the specific needs of the households they serve. If a more appropriate agency is identified to better support an individual, the meeting provides a space to discuss potential referrals. Additionally, outreach teams maintain daily communication via email and phone to coordinate efforts and enhance the quality of service provided to those experiencing homelessness.

All emergency shelters in Spokane either have case managers on-site or collaborate with partner organizations that offer case management services for shelter guests. The type of agency or organization that best supports an individual is determined by the person's specific needs.

### **Addressing the emergency and transitional housing needs of homeless persons**

Households experiencing a housing crisis are assessed through coordinated entry for the appropriate Emergency Shelter or Transitional Housing placement, using an array of specialized shelter and transitional facilities. In order to effectively utilize the temporary housing inventory, homeless providers serving households with children will accept any household who needs housing and adapt the service model to meet the needs of the families.

Existing emergency shelter and transitional housing assets are being adjusted to focus on gaps in the system serving specific homeless subpopulations. ESG funds will continue to support the efforts of emergency housing for persons experiencing homelessness.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again.**

The City of Spokane has implemented and maintained a coordinated approach that focuses on providing comprehensive services and resources to help households transition into permanent housing and achieve long-term stability. We have done this through the following efforts:

**Coordinated Entry System:** Spokane was an early adopter of coordinated entry, which streamlines the process for homeless individuals and families to access available resources. This system helps prioritize those with the most urgent needs, such as chronically homeless individuals or families with children and youth and young adults, ensuring that they receive the appropriate housing and services more quickly.

**Rapid Rehousing and Permanent Supportive Housing:** The City currently funds rapid rehousing programs, which offer short-term financial assistance, housing navigation, and supportive services to help individuals and families quickly transition into permanent housing. Though the market has been extremely challenging for low to no income households to find housing in, our community continues to meet the measurements as outlined by HUD. For chronically homeless individuals, permanent supportive housing (PSH) with ongoing case management and health services helps ensure long-term stability by addressing the underlying causes of homelessness such as mental health or substance use issues.

**Landlord Incentives and Affordable Housing Unit Increases:** The City collaborates with our local housing authority (Spokane Housing Authority) landlords, and developers to increase the availability of affordable housing units, including dedicated units for homeless families, veterans, and youth. Providing rental subsidies and incentives to landlords can encourage them to rent to individuals and families transitioning out of homelessness.

**Support Services:** Alongside housing, offering comprehensive support services such as case management, mental health counseling, substance use treatment, job training, and financial literacy programs helps individuals and families address barriers to housing stability. For veterans and their families, specialized services like veteran case management (SSVF) and VA benefits (ie: VASH) assistance can be critical in making a successful transition to permanent housing.

**Prevention Programs:** Spokane has long supported Diversion and Prevention programs that help individuals and families at risk of homelessness stay housed. These may include emergency financial assistance for rent or utility payments, eviction prevention services, mediation programs, and legal aid to address landlord-tenant disputes.

**Youth-Specific Services:** Unaccompanied youth face unique challenges. The City of Spokane funds projects that provide targeted services such as outreach, drop-in centers, and specialized housing options like transitional housing for youth. This ensures that unaccompanied minors and young adults have access to safe housing and the support they need to achieve independence.

**Collaboration with Community Partners:** Effective collaboration among the City, agencies, non-profits, healthcare providers, social service organizations, and other community partners is key to creating a

comprehensive support network. Regular coordination between these entities ensures that individuals and families receive the services they need without unnecessary delays or duplication. The City of Spokane is a system leader in bringing all the stakeholders listed above to the table on a regular basis.

**Data and Monitoring:** Regular monitoring and use of data from systems like the Homeless Management Information System (HMIS) allows the City to track the progress of individuals and families, identify gaps in services, and make data-driven decisions to improve the homelessness response system.

**Help low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families who are likely to become homeless after being discharged from a publicly funded institution or system of care, or who are receiving assistance from public and private agencies that address housing, health, social services, employment, education or youth needs**

The City of Spokane assists low-income individuals and families avoid homelessness by implementing proactive strategies that address both immediate needs and long-term stability.

**Prevention and Emergency Financial Assistance:** The City provides targeted financial assistance to individuals and families who are at risk of eviction or who are facing temporary financial hardship. This may include emergency rental assistance, utility bill payment programs, or one-time payments to prevent eviction. For extremely low-income individuals, these resources can help prevent the loss of housing and provide a buffer during times of crisis.

**Housing Stabilization Services:** The City currently funds projects that offer case management and housing stabilization services that are crucial in helping families and individuals maintain their current housing. These services include budgeting assistance, tenant education, mediation between tenants and landlords, and advocacy for renters' rights. Ensuring that families are equipped with the tools and knowledge to remain housed can help prevent homelessness.

**Education and Employment Support:** Helping low-income individuals access education and employment opportunities can reduce their risk of homelessness. The City partners with workforce development organizations, vocational training programs, and local educational institutions to provide job readiness programs, skills training, and access to job placement services. Stable employment and education can significantly improve the financial stability of families and prevent homelessness.

**Youth-Specific Programs:** For young people, especially those aging out of foster care or juvenile justice systems, the City partners and funds organizations that offer targeted services to help YYA's transition to independent living. Transitional housing programs, life skills training, and mentorship opportunities are critical to preventing youth from falling into homelessness. The City is currently piloting a Host Homes project which hopes to reduce entry into homelessness for our Youth.

**Public Awareness and Outreach:** Proactive outreach efforts can identify individuals and families at risk

of homelessness early. This includes outreach through schools, healthcare systems, and social services, all of which the City actively is working with many agencies who represent these arenas.

## **SP-65 Lead based paint Hazards – 91.215(i)**

### **Actions to address LBP hazards and increase access to housing without LBP hazards**

Lead poisoning can result in permanent damage to the brain and other organs, leading to reduced cognitive function and behavioral issues. It can also cause abnormal fetal development in pregnant women. While the use of lead-based paint was banned in 1978, it was widely used prior to that time, particularly in earlier decades. According to the American Community Survey, an estimated 73% of owner-occupied and 65% of renter-occupied housing units were built before 1980 and may contain lead-based paint. Additionally, 39% of owner-occupied and 29% of renter-occupied units were constructed before 1950, likely indicating a higher prevalence of lead-based paint. The survey further estimates that 9% of owner-occupied and 6% of renter-occupied pre-1980 housing units (a total of 7,035 units) have children residing in the home.

To mitigate the risk of exposure to lead from paint, dust, and soil, Congress enacted the Residential Lead-Based Paint Hazard Reduction Act of 1992 (Title X). Section 1018 of this law mandates that the U.S. Department of Housing and Urban Development (HUD) and the Environmental Protection Agency (EPA) require the disclosure of known lead-based paint hazards before the sale or lease of most properties built prior to 1978.

Prior to finalizing a housing sale or lease contract, the following requirements must be met:

- Sellers and landlords must disclose any known lead-based paint hazards and provide available reports to buyers or renters.
- Sellers and landlords must distribute the pamphlet "Protect Your Family from Lead in Your Home," developed by the EPA, HUD, and the Consumer Product Safety Commission (CPSC).
- Homebuyers are granted a 10-day period to conduct a lead-based paint inspection or risk assessment at their own expense, with flexibility for both parties to negotiate terms related to the evaluation.
- Sales contracts and leasing agreements must contain specific notification and disclosure language.
- Sellers, lessors, and real estate agents share responsibility for ensuring compliance.

In Washington State, regulations related to lead-based paint mirror federal requirements. Washington Administrative Code (WAC) 365-230 outlines the requirements for individuals and firms engaged in lead-based paint abatement, risk assessments, hazard screening, inspections, renovations, and dust sampling. The Lead in Construction Rule (WAC 296-155-176) protects workers from exposure to lead, and specific licensing is required for firms seeking lead-based paint activity certification from the Washington Department of Commerce.

Washington State operates two lead-based paint programs: the Renovation, Repair, and Painting (RRP) program and the Lead-Based Paint Abatement (LBP) program. The RRP program aims to minimize

exposure to lead-based paint dust during renovation, repair, or painting activities. The LBP program focuses on the abatement of lead-based paint. Firms must be certified by the Department of Commerce through the LBP program to perform work on pre-1978 residential or child-occupied facilities.

### **How are the actions listed above related to the extent of lead poisoning and hazards?**

The City of Spokane's Single Family and Multifamily rehabilitation programs are targeted toward housing stock that could contain hazards. Any pre-1978 housing unit which undergoes a renovation must be evaluated for lead-based paint, and identified paint must be remediated based on requirements of the RRP and LBP programs described above. Subrecipients must maintain a list of certified contractors who can test for and remediate lead-based paint. Educational materials are also provided to homeowners and renters in conjunction with rehabilitation activities.

### **How are the actions listed above integrated into housing policies and procedures?**

The City of Spokane has fully integrated HUD Title X, along with the Renovation, Repair, and Painting (RRP) and Lead-Based Paint (LBP) Abatement programs, into its Single Family and Multifamily rehabilitation initiatives to actively address and mitigate lead-based paint hazards in eligible owner-occupied and renter-occupied housing. Lead hazard control procedures typically begin with an inspection to define the scope of work. This process includes visual assessments conducted by trained Housing Quality Standards (HQS) inspectors, X-ray fluorescence (XRF) testing, and comprehensive risk assessments. Additionally, the Renovate Right pre-renovation pamphlet or Protect Your Family pre-housing contract pamphlet is provided to residents.

Lead-safe renovation practices are carried out by RRP and LBP certified contractors, with clearance testing performed on leaded surfaces disturbed during the rehabilitation process. Abatement projects typically involve methods such as wet scraping, removal of friction/impact surfaces, mulching of bare soil, and thorough cleaning to achieve clearance standards. The rehabilitation programs will continue to ensure compliance with Federal and State LBP program contractor certifications, lead-safe renovation practices, and provide technical assistance regarding regulatory requirements.

## **SP-70 Anti-Poverty Strategy – 91.215(j)**

### **Jurisdiction Goals, Programs and Policies for reducing the number of Poverty-Level Families**

Economic Development Goal 4, Income and Employment Opportunity, within the City of Spokane's Comprehensive Plan aims to strengthen the economic prospects of the community by promoting the creation of jobs that offer livable wages and reduce income inequality. To achieve this objective, the associated policies focus on attracting businesses that offer wages commensurate with the local cost of living, along with health and retirement benefits. Additionally, the city emphasizes collaboration with other community agencies and organizations to address income equity and employment opportunities.

The City of Spokane also supports the SOAR (SSI/SSDI Outreach, Access, and Recovery) initiative and the integration of the Continuum of Care (CoC) system. The 2025-2030 CoC Strategic Plan to End Homelessness outlines actions to enhance the income potential of individuals receiving services. This includes fostering stronger partnerships with employment agencies, career development organizations (such as the American Job Center, WorkSource Spokane, and the Next Generation Zone), as well as providing access to childcare services, transportation options, and other necessary resources.

### **How are the Jurisdiction poverty reducing goals, programs, and policies coordinated with this affordable housing plan**

One of the goals of this Consolidated Plan is to create and expand economic development opportunities for low- and moderate-income individuals. The city plans to do this by funding activities for the following priorities:

- Workforce development, including Job training programs and employment opportunities
- Low-cost loans for small, start-up businesses and nonprofits
- Grants for small businesses
- Microenterprise programs

## **SP-80 Monitoring – 91.230**

**Describe the standards and procedures that the jurisdiction will use to monitor activities carried out in furtherance of the plan and will use to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements**

The City of Spokane adheres to HUD-approved monitoring policies for the HOME and CDBG programs, while the Emergency Solutions Grant (ESG) program is monitored in accordance with Continuum of Care (CoC) monitoring policies. Monitoring expectations for CDBG, HOME, and ESG subrecipients are established prior to the commencement of the contract term for funded activities. Subrecipients of CDBG and ESG are required to attend a mandatory workshop several weeks before the program year begins. This workshop provides an overview of the program, outlines the City of Spokane's contracting requirements, explains policies for submitting eligible costs for reimbursement, and details performance expectations. Subrecipient contracts also clearly define compliance and reporting obligations. All activities are monitored for adherence to relevant federal regulations, including Labor Standards and Section 3.

The City of Spokane employs a risk-based monitoring approach to identify projects for onsite monitoring. Staff conduct organizational risk assessments prior to generating contracts, with higher-risk organizations receiving more technical assistance and increased monitoring throughout the contract period compared to lower-risk organizations. In accordance with the City of Spokane Grants Management and Financial Assistance Guide, organizations are classified as high-risk based on the following factors:

- Audit Findings
- Prior Monitoring Findings
- Lack of Policies and Procedures
- Lack of Experience Managing Grant Funds (e.g., New Staff or New Subrecipient)
- Missed Deadlines
- Reporting Errors
- Complex/New Award
- Lack of Performance Goals (Program/Financial), Indicators, and Milestones, or Failure to Meet Established Goals, Indicators, and Milestones
- Incomplete Risk Assessment

Regardless of risk level, all CDBG projects undergo monthly desk audits to ensure compliance with eligible cost requirements. CDBG capital projects are monitored onsite periodically during the construction phase to ensure compliance with Davis-Bacon, Section 3, and other federal requirements, and beneficiary compliance is verified at the conclusion of the project.

HOME projects under construction are also subject to monthly desk monitoring for eligible costs. Onsite monitoring for progress and adherence to federal requirements occurs periodically throughout the construction phase. Tenant occupancy is monitored within six months of project completion, with a physical inspection conducted within twelve months of completion. HOME-assisted rental housing projects are subject to an annual desk audit to assess compliance with rent and income requirements. Additionally, every third year, HOME-assisted projects undergo inspections to evaluate housing standards and full program compliance. These inspections include a review of subgrantee policies and procedures, as well as a random sample audit of client files.

## Expected Resources

### AP-15 Expected Resources – 91.220(c)(1,2)

#### Introduction

The anticipated resources for CDBG, HOME, and ESG are estimates based on the 2025 allocations. These allocations are subject to change in Year 2 - Year 5 of the Consolidated Plan. The City of Spokane plans for minor fluctuations in funding and adjusts the project awards accordingly. In the event of a decrease in funding, the City will reduce each selected project's award by an equal amount. Conversely, if funding increases, partial awards will be adjusted by equal percentages, and alternative projects may be funded.

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	3,017,244.00	1,000,000.00	911,019.00	4,928,263.00	16,068,976.00	The City of Spokane is not anticipating prior year resources for the remaining four years of the Consolidated Plan. PI is from the RL fund and must be used as per requirements. PI is calculated as an average of the previous three years of RL PI.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	1,138,478.43	145,240.00	0.00	1,283,718.43	5,134,871.57	PI calculated as an average of the previous two years of PI

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	267,764.00	0.00	0.00	267,764.00	1,071,056.00	

**Table 53 - Expected Resources – Priority Table**

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

CDBG public facilities and improvement projects frequently leverage CDBG grants in conjunction with funding from other sources, including Avista, the Washington State Department of Commerce’s Connecting Housing to Infrastructure Program, and various philanthropic organizations.

Matching funds for the HOME Program are generated when the City allocates local revenue from the Sales and Use Tax for Affordable Housing and Supportive Services (1590). Subrecipients of HOME Program grants utilize these funds to secure additional financial support from the Washington State Department of Commerce Housing Trust Fund, the Federal Home Loan Bank Affordable Housing Program, the Low Income Housing Tax Credit Program, and other state and federal funding sources.

The City of Spokane collaborates with the Washington State Department of Commerce to secure funding aimed at addressing homelessness. These funding sources are used to support the goals outlined in the WA 502 CoC 5-Year Strategic Plan to Prevent and End Homelessness and to serve as matching funds for the Emergency Solutions Grant (ESG) program.

**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

The Community, Housing, and Human Services (CHHS) Department owns several parcels of vacant property acquired through the Derelict Acquisition and Rehabilitation Program, established by the City of Spokane in 2017. These properties are designated for use in activities that are eligible under the CDBG program. The CHHS Department is working in collaboration with Northeast Washington Educational Services District 101 to develop these properties in accordance with CDBG requirements, with the aim of addressing community needs for affordable housing, workforce development initiatives, and public facilities.

**Discussion**

All funding allocations will be utilized in accordance with the eligibility requirements specified in the Code of Federal Regulations. These funds will support activities that address the needs of low- and moderate-income individuals and families. For further information regarding the eligible use of these funds, please contact the Community, Housing, and Human Services Department at [spokanechhs@spokanecity.org](mailto:spokanechhs@spokanecity.org).

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Increase & preserve the affordable housing stock	2025	2029	Affordable Housing	City of Spokane	Affordable rental housing Housing repair and rehabilitation Home Ownership opportunities	CDBG: \$1,975,000.00 HOME: \$1,131,000.00 ESG: \$.00	Rental units constructed: 10 Household Housing Unit Rental units rehabilitated: 35 Household Housing Unit Homeowner Housing Added: 5 Household Housing Unit Homeowner Housing Rehabilitated: 30 Household Housing Unit Tenant-based rental assistance / Rapid Rehousing: 10 Households Assisted
2	Increase access to essential services	2025	2029	Homeless Non-Homeless Special Needs Non-Housing Community Development	City of Spokane	Increased mental health services Increased childcare services Microenterprise programs	CDBG: \$456,000.00 HOME: \$.00 ESG: \$.00	Public service activities other than Low/Moderate Income Housing Benefit: 4000 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Improve public/community infrastructure	2025	2029	Affordable Housing Non-Homeless Special Needs Non-Housing Community Development	City of Spokane	Neighborhood Improvements Facility improvements for non-profits Affordable rental housing	CDBG: \$1,380,400.00 HOME: \$.00 ESG: \$.00	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 3028 Persons Assisted Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 3 Households Assisted
4	Create/expand economic opportunities	2025	2029	Non-Housing Community Development	City of Spokane	Microenterprise programs	CDBG: \$158,000.00 HOME: \$.00 ESG: \$.00	Jobs created/retained: 25 Jobs

Table 54 – Goals Summary

## Goal Descriptions

1	Goal Name	Increase & preserve the affordable housing stock
	Goal Description	Investments through the HOME program, HOME-ARP, CDBG Single-Family Rehabilitation and Minor Home Repair programs, in addition to local tax dollar investments will be used to preserve and increases the stock of affordable housing for extremely low income, low income and moderate-income households. Projects that impact this goal in 2025 include tenant based rental assistance, multi-family rental construction and rehabilitation, homeowner repair and rehabilitation programs, and homeowner education and ownership opportunities.

<b>2</b>	<b>Goal Name</b>	Increase access to essential services
	<b>Goal Description</b>	Through CDBG investments the City of Spokane will increase access to essential services for low-and moderate-income households and neighborhoods in the City of Spokane. In PY 2025 the City of Spokane will focus on addressing the following funding priorities: more and/or improved childcare services, more and/or improved mental health services, and job training programs.
<b>3</b>	<b>Goal Name</b>	Improve public/community infrastructure
	<b>Goal Description</b>	Through CDBG investments the City of Spokane will improve public/community infrastructure through neighborhood park improvements and improvements to the facilities of non-profit organizations.
<b>4</b>	<b>Goal Name</b>	Create/expand economic opportunities
	<b>Goal Description</b>	Through CDBG investment the City of Spokane will create and expand economic development opportunities for low- and moderate-income individuals.

## Projects

### AP-35 Projects – 91.220(d)

#### Introduction

A comprehensive community engagement strategy has established four primary goals and thirteen specific priorities for the Consolidated Plan. On an annual basis, the City of Spokane will direct funding allocations toward selected priorities from the thirteen outlined in the Consolidated Plan. For Program Year (PY) 2025, the identified funding priorities are as follows:

**Public Services/Economic Development:** Enhanced and expanded mental health services, improved and/or expanded childcare services, and the development of job training programs.

**Public Facilities/Public Improvements:** Neighborhood revitalization efforts, facility improvements for nonprofit organizations, enhanced and/or expanded childcare facilities, and the rehabilitation of multi-family rental housing.

**Home Rehabilitation:** Initiatives focused on the repair and rehabilitation of single-family homes for low-to moderate-income homeowners.

**Homeownership:** Programs offering housing counseling, homeowner education, and down payment assistance.

Activity delivery costs are associated with eligible activities and identified in the IDIS budgets.

#### Projects

#	Project Name
1	PY25 Home Rehab - SNAP Single Family Rehabilitation
2	PY25 Home Rehab - SNAP Minor Home Repair
3	PY25 Homeownership - SNAP Financial Access Homeownership
4	PY25 Capital - NECC Child Care Safety Improvements
5	PY25 Capital - Partners w/ Families & Children Soundproofing
6	PY25 Capital - GLOW Expansion of Children Early Learning Center
7	PY25 Capital - Salvation Army Stepping Stones Transitional Housing Rehab
8	PY25 Capital - Transitions HVAC Replacement
9	PY25 Capital - Family Promise Campus Improvements
10	PY25 Capital - Reclaim Project Recovery Transitional Housing
11	PY25 Capital - Unite Family Services Supported Transitional Housing
12	PY25 Public Services - Spokane Workforce Council Reconnect2Work
13	PY25 Public Services - Christ Kitchen Job Training
14	PY25 Public Services - YWCA Spokane Mental Health Therapy

#	Project Name
15	PY25 Public Services - Partners w/Families & Children Advocacy Center
16	PY25 Micro Enterprise - Community-Minded Enterprises Child Care Providers
17	PY25 Micro Enterprise SNAP Financial Access
18	PY25 HOME Rental Housing
19	PY25 HOME Administration
20	PY25 HOME CHDO
21	PY25 ESG Spokane
22	PY25 CDBG Administration
23	PY25 Neighborhood Allocation
24	PY25 SFR Admin

**Table 55 – Project Information**

**Describe the reasons for allocation priorities and any obstacles to addressing underserved needs**

The PY 2025 allocation priorities were identified by the community through the community engagement conducted as part of the Consolidated Plan preparation. The City of Spokane’s main obstacles to addressing underserved needs is the lack of funding to meet all the needs identified through the competitive application for funding process.

**AP-38 Project Summary**  
**Project Summary Information**

<b>1</b>	<b>Project Name</b>	PY25 Home Rehab - SNAP Single Family Rehabilitation
	<b>Target Area</b>	City of Spokane
	<b>Goals Supported</b>	Increase & preserve the affordable housing stock
	<b>Needs Addressed</b>	Housing repair and rehabilitation
	<b>Funding</b>	CDBG: \$1,200,000.00
	<b>Description</b>	SNAP will administer the Single Family Rehabilitation program, which provides low-interest loans for needed home repairs to assist low- and moderate-income homeowners in maintaining a safe and efficient home. Home repairs will address health and safety deficiencies and reduce operating costs to the extent practicable.
	<b>Target Date</b>	6/30/2026
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	30 owner-occupied, single family households will be assisted.
	<b>Location Description</b>	City of Spokane
	<b>Planned Activities</b>	Provide low-cost loans for needed home repairs to assist low- and moderate-income homeowners maintain a safe and efficient home. Home repairs will address health and safety deficiencies and reduce operating costs (to the extent practicable). This project will support the creation of 30 unduplicated home rehabilitation loans, ranging from \$10,000-50,000, to homeowners who occupy the assisted home as their primary residence.
<b>2</b>	<b>Project Name</b>	PY25 Home Rehab - SNAP Minor Home Repair
	<b>Target Area</b>	City of Spokane
	<b>Goals Supported</b>	Increase & preserve the affordable housing stock
	<b>Needs Addressed</b>	Housing repair and rehabilitation
	<b>Funding</b>	CDBG: \$500,000.00

	<b>Description</b>	SNAP will administer the Minor Home Repair program, which provides small home repairs, as grants, to homeowners at or below 80% Area Median Income. To be eligible, homes must be owner-occupied and located within the City of Spokane. Minor home repairs will address health and safety hazards and/or accessibility issues that may make homes unsafe or uninhabitable. This includes, but is not limited to, security, plumbing, heating, electrical, roof, weatherization, and sewer repairs, as well as accessibility modifications.
	<b>Target Date</b>	6/30/2026
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	200 owner-occupied single family households will receive home repairs.
	<b>Location Description</b>	City of Spokane
	<b>Planned Activities</b>	SNAP will administer the Minor Home Repair program, which provides small home repairs, as grants, to homeowners at or below 80% Area Median Income. To be eligible, homes must be owner-occupied and located within the City of Spokane. Minor home repairs will address health and safety hazards and/or accessibility issues that may make homes unsafe or uninhabitable. This includes, but is not limited to, security, plumbing, heating, electrical, roof, weatherization, and sewer repairs, as well as accessibility modifications.
<b>3</b>	<b>Project Name</b>	PY25 Homeownership - SNAP Financial Access Homeownership
	<b>Target Area</b>	City of Spokane
	<b>Goals Supported</b>	Increase & preserve the affordable housing stock
	<b>Needs Addressed</b>	Home Ownership opportunities
	<b>Funding</b>	CDBG: \$303,102.00
	<b>Description</b>	SNAP Financial Access (SFA) will manage a single family homeownership program which is accessible to households in the City of Spokane whose annual income is less than 80% AMI. The homeownership program includes foundational homeownership education through individual counseling and group workshops, as well as pre- and post-purchase housing counseling to prepare households for the financial aspects of homeownership.
	<b>Target Date</b>	6/30/2026

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	156 households will receive homeownership education. 4 Households will receive downpayment assistance.
	<b>Location Description</b>	City of Spokane
	<b>Planned Activities</b>	SNAP Financial Access (SFA) will manage a single family homeownership program which is accessible to households in the City of Spokane whose annual income is less than 80% AMI. The homeownership program includes foundational homeownership education through individual counseling and group workshops, as well as pre- and post-purchase housing counseling to prepare households for the financial aspects of homeownership.
4	<b>Project Name</b>	PY25 Capital - NECC Child Care Safety Improvements
	<b>Target Area</b>	City of Spokane
	<b>Goals Supported</b>	Improve public/community infrastructure
	<b>Needs Addressed</b>	More and/or improved childcare facilities Facility improvements for non-profits
	<b>Funding</b>	CDBG: \$34,551.00
	<b>Description</b>	Install access controls on (7) external doors in the NECC ECEAP/HeadStart wing with video intercom/remote answer/unlock for increased security. The project comes at an estimated cost of \$51,341, which includes labor, permitting and tax for the project.
	<b>Target Date</b>	6/30/2026
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	100 LMI families will benefit from the improved security services at the child care center.
	<b>Location Description</b>	Project will take place at the Northeast Community Center located at 4001 N. Cook St., Spokane WA 99207.
5	<b>Planned Activities</b>	Improving non-profit facilities and increasing child care services.
	<b>Project Name</b>	PY25 Capital - Partners w/ Families & Children Soundproofing
	<b>Target Area</b>	City of Spokane
	<b>Goals Supported</b>	Improve public/community infrastructure

	<b>Needs Addressed</b>	Facility improvements for non-profits
	<b>Funding</b>	CDBG: \$19,146.00
	<b>Description</b>	Soundproofing the forensic interview rooms, mental health therapy offices, Parent-Child Interaction Therapy (PCIT) rooms, substance use disorder individual and group session spaces, and observation rooms at Partners with Families and Children facility. The total anticipated cost would be \$19,146 including tax.
	<b>Target Date</b>	6/30/2026
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	1100 LMI families will benefit.
	<b>Location Description</b>	Partners with Families and Children of Spokane located at 106 W. Mission Ave., Spokane WA 99201.
	<b>Planned Activities</b>	Facility improvements for non-profits and improving access for LMI mental services.
6	<b>Project Name</b>	PY25 Capital - GLOW Expansion of Children Early Learning Center
	<b>Target Area</b>	City of Spokane
	<b>Goals Supported</b>	Improve public/community infrastructure
	<b>Needs Addressed</b>	More and/or improved childcare facilities Facility improvements for non-profits
	<b>Funding</b>	CDBG: \$198,000.00
	<b>Description</b>	Expansion of GLOW's childcare center to accommodate more children.
	<b>Target Date</b>	6/30/2026
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	250 LMI Families.
	<b>Location Description</b>	GLOW Children Early Learning Center located at 722 W Riverside Ave, Spokane WA 99201
	<b>Planned Activities</b>	Increased child care facilities for LMI persons.
7	<b>Project Name</b>	PY25 Capital - Salvation Army Stepping Stones Transitional Housing Rehab

	<b>Target Area</b>	City of Spokane
	<b>Goals Supported</b>	Improve public/community infrastructure
	<b>Needs Addressed</b>	Facility improvements for non-profits
	<b>Funding</b>	CDBG: \$150,000.00
	<b>Description</b>	Renovation of 20 units at Salvation Army's Stepping-Stones Transitional Housing.
	<b>Target Date</b>	6/30/2026
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	117 LMI beneficiaries.
	<b>Location Description</b>	The Salvation Army of Spokane located at 222 E. Indiana Ave., Spokane WA 99207
	<b>Planned Activities</b>	Remodeling and bringing up to code 20 transitional housing units.
8	<b>Project Name</b>	PY25 Capital - Transitions HVAC Replacement
	<b>Target Area</b>	City of Spokane
	<b>Goals Supported</b>	Improve public/community infrastructure
	<b>Needs Addressed</b>	Facility improvements for non-profits
	<b>Funding</b>	CDBG: \$34,181.00
	<b>Description</b>	Replacement of Transitions Hearth building's HVAC system. This project would update the HVAC system and address a missing conduit box that is keeping one of our group meeting rooms without heat or AC. This update will benefit very low-income clientele seeking daytime shelter during every season.
	<b>Target Date</b>	6/30/2026
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	1100
	<b>Location Description</b>	Transitions Women's Hearth downtown facility.
	<b>Planned Activities</b>	Replacement of the HVAC unit.
	<b>Project Name</b>	PY25 Capital - Family Promise Campus Improvements

9	<b>Target Area</b>	City of Spokane
	<b>Goals Supported</b>	Improve public/community infrastructure
	<b>Needs Addressed</b>	Facility improvements for non-profits
	<b>Funding</b>	CDBG: \$19,522.00
	<b>Description</b>	The final phase of a multi-year initiative to enhance the Family Promise Center's functionality, safety, and compliance. The requested CDBG funds will support: Security Fencing: Installation of robust fencing to enhance campus safety and create secure boundaries between the playscape, parking lot, and neighboring areas.
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	340
	<b>Location Description</b>	Family Promise of Spokane 2002 E Mission Ave., Spokane WA 99202
	<b>Planned Activities</b>	Install a security fence at Family Promise outdoor play area for enhanced security for child center.
10	<b>Project Name</b>	PY25 Capital - Reclaim Project Recovery Transitional Housing
	<b>Target Area</b>	City of Spokane
	<b>Goals Supported</b>	Improve public/community infrastructure
	<b>Needs Addressed</b>	Facility improvements for non-profits
	<b>Funding</b>	CDBG: \$630,000.00
	<b>Description</b>	Acquisition of a housing unit for transitional housing.
	<b>Target Date</b>	6/30/2026
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	50
	<b>Location Description</b>	Purchase of a property to be used as transitional housing for men in recovery.
	<b>Planned Activities</b>	Acquisition of a home to turn into transitional housing.
	<b>Project Name</b>	PY25 Capital - Unite Family Services Supported Transitional Housing

11	<b>Target Area</b>	City of Spokane
	<b>Goals Supported</b>	Increase & preserve the affordable housing stock
	<b>Needs Addressed</b>	Affordable rental housing
	<b>Funding</b>	CDBG: \$25,000.00
	<b>Description</b>	The primary purpose is to bring the Huckelberry House up to code and provide a safe and healthy environment where UNITE Family Services will be able to use the three-unit home on Spokane South Hill to house families in the less than 30% of MFI category.
	<b>Target Date</b>	6/30/2026
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	3 households
	<b>Location Description</b>	Huckberry House located at 1310 North Maple, Spokane WA 99201
	<b>Planned Activities</b>	Multi-family rental housing rehabilitation.
12	<b>Project Name</b>	PY25 Public Services - Spokane Workforce Council Reconnect2Work
	<b>Target Area</b>	City of Spokane
	<b>Goals Supported</b>	Increase access to essential services Create/expand economic opportunities
	<b>Needs Addressed</b>	Increased childcare services Workforce development
	<b>Funding</b>	CDBG: \$117,325.00
	<b>Description</b>	Spokane Workforce Council will provide training programs for LMI individuals to access early learning career pathways, collaborate w businesses to develop on-site childcare, support providers in hiring, retention, creation of new licensed centers and in-home care, and stabilizing current centers.
	<b>Target Date</b>	6/30/2026

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	<p>25 individuals trained and employed through our Childcare Basics+ training program</p> <p>75 licensed childcare centers (center-based care or in-home) served through hiring, retention, start-up, and/or operational support</p> <p>350 families served by those childcare centers who are low-moderate income</p>
	<b>Location Description</b>	City-wide
	<b>Planned Activities</b>	<p>25 individuals trained and employed through our Childcare Basics+ training program</p> <p>75 licensed childcare centers (center-based care or in-home) served through hiring, retention, start-up, and/or operational support</p> <p>350 families served by those childcare centers who are low-moderate income</p>
<b>13</b>	<b>Project Name</b>	PY25 Public Services - Christ Kitchen Job Training
	<b>Target Area</b>	City of Spokane
	<b>Goals Supported</b>	Create/expand economic opportunities
	<b>Needs Addressed</b>	Workforce development
	<b>Funding</b>	CDBG: \$35,000.00
	<b>Description</b>	Christ Kitchen will provide a job training program for LMI women in nine fields including: Commercial Baking, Barista, Culinary Arts, Catering, Horticulture, Office Administration, Retail/Wholesale, Customer Service/Marketing, and Food Truck Management.
	<b>Target Date</b>	6/30/2026
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	85 individuals will receive job training.
	<b>Location Description</b>	<p>Christ Kitchen</p> <p>2410 N Monroe Street</p> <p>Spokane, WA 99205-3349</p>

	<b>Planned Activities</b>	Employment training in Commercial Baking, Barista, Culinary Arts, Catering, Horticulture, Office Administration, Retail/Wholesale, Customer Service/Marketing, and Food Truck Management.  Jobs for Life curriculum, which matches a woman to a mentor at Christ Kitchen or in the community, and includes resume writing, interview coaching, and introductions to potential employers.
14	<b>Project Name</b>	PY25 Public Services - YWCA Spokane Mental Health Therapy
	<b>Target Area</b>	City of Spokane
	<b>Goals Supported</b>	Increase access to essential services
	<b>Needs Addressed</b>	Increased mental health services
	<b>Funding</b>	CDBG: \$87,372.00
	<b>Description</b>	YWCA will provide mental health services for DV adult survivors and children who are uninsured or unable to pay for treatment.
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	100 individuals will receive mental health services.
	<b>Location Description</b>	YWCA Spokane 930 N. Monroe St Spokane, WA 99201
	<b>Planned Activities</b>	100 unduplicated survivors and children access individual therapy per year. Most survivors will participate in numerous therapy sessions throughout the year. YWCA will enroll 8-9 new clients every month while providing ongoing therapy to existing participants.
15	<b>Project Name</b>	PY25 Public Services - Partners w/Families & Children Advocacy Center
	<b>Target Area</b>	City of Spokane
	<b>Goals Supported</b>	Increase access to essential services
	<b>Needs Addressed</b>	Increased mental health services Supportive services for vulnerable populations
	<b>Funding</b>	CDBG: \$96,639.00
	<b>Description</b>	Children's Advocacy Center (CAC) services for children/youth aged 0-17, and adults with intellectual disabilities suspected of being a victim and or witness of abuse.

	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	492 individuals will receive services.
	<b>Location Description</b>	Partners with Families & Children 106 W Mission Ave Spokane, WA 99201
	<b>Planned Activities</b>	Mental Health Services – this project provides immediate and ongoing mental health support for child abuse victims and their non-offending caregivers/families.
16	<b>Project Name</b>	PY25 Micro Enterprise - Community-Minded Enterprises Child Care Providers
	<b>Target Area</b>	City of Spokane
	<b>Goals Supported</b>	Increase access to essential services Create/expand economic opportunities
	<b>Needs Addressed</b>	Increased childcare services Workforce development
	<b>Funding</b>	CDBG: \$99,976.00
	<b>Description</b>	Community-Minded Enterprises will provide DCYF-certified childcare training, business coaching, and licensing support through linguistically and culturally responsive TA.
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	8 individuals will receive training.
	<b>Location Description</b>	Community-Minded Enterprises 2001 N Division Spokane, WA 99207

	<b>Planned Activities</b>	Provide Family Child Care Training from our DCYF-certified trainer, who will teach the Spanish-language version of the state's child care licensing curriculum. Provide business coaching using CME's proprietary Business of Child Care curriculum to position these providers to have sustainable businesses.Support cohort members with linguistically and culturally responsive TA on childcare subject matter, small business skills and practices, and systems navigation/practical help.Provide ongoing coaching (including home visits to set up the licensed child care space), help ordering materials, help obtaining documents or obtaining degree equivalency reports (such as a high school diploma or equivalency), and help obtaining required background checks and TB tests.
17	<b>Project Name</b>	PY25 Micro Enterprise SNAP Financial Access
	<b>Target Area</b>	City of Spokane
	<b>Goals Supported</b>	Create/expand economic opportunities
	<b>Needs Addressed</b>	Workforce development Microenterprise programs
	<b>Funding</b>	CDBG: \$150,000.00
	<b>Description</b>	SNAP will provide low-cost business loans, business and financial counseling, technical assistance for grant and loan applications to LMI start-up businesses in Spokane.
	<b>Target Date</b>	6/30/2026
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	SNAP will provide 125 (~11/month)low-income City residents receiving business training and technical assistance, and 105 (~9/month) City businesses assisted, 20 of which will be start-ups. We will provide 47 (~4/month) microenterprises with financing to include loans, assistance with grant applications and capital acquisitions as a result of our services for the priority need of financial assistance to small businesses. A projected 105 jobs (~9/month) will be created or retained during this program year.
	<b>Location Description</b>	Spokane Neighborhood Action Partners – Financial Access 500 S Stone St Spokane, WA 99202

	<b>Planned Activities</b>	SNAP will provide 125 (~11/month) low-income City residents receiving business training and technical assistance, and 105 (~9/month) City businesses assisted, 20 of which will be start-ups. We will provide 47 (~4/month) microenterprises with financing to include loans, assistance with grant applications and capital acquisitions as a result of our services for the priority need of financial assistance to small businesses. A projected 105 jobs (~9/month) will be created or retained during this program year.
18	<b>Project Name</b>	PY25 HOME Rental Housing
	<b>Target Area</b>	City of Spokane
	<b>Goals Supported</b>	Increase & preserve the affordable housing stock
	<b>Needs Addressed</b>	Affordable rental housing
	<b>Funding</b>	HOME: \$999,098.82
	<b>Description</b>	HOME funds will be used to acquire, construct, and rehabilitate approximately 10 affordable housing units within the City of Spokane. All units will be reserved for low- and or moderate-income households, meeting HUDs national objective.
	<b>Target Date</b>	6/30/2026
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	HOME funding will support the development and redevelopment of approximately 10 affordable housing units per year within the City of Spokane. All units will be reserved for low- and or moderate-income households, meeting HUDs national objective.
	<b>Location Description</b>	Unknown at this time - CHHS issued an RFP in March 2025 for the PY 2025 funding year. At submission of the AAP, the applications are under review.  The HOME Program is administered by staff in the Community, Housing, and Human Services Department (CHHS) located at: Spokane City Hall 808 W Spokane Falls Blvd Spokane, WA 99201

	<b>Planned Activities</b>	HOME funding will support the development and redevelopment of approximately 10 affordable housing units within the City of Spokane. All units will be reserved for low-income households.  The City of Spokane plans to utilize local revenue from the Sales and Use Tax for Affordable Housing and Supportive Services to meet the federally required HOME match requirements. Match results are reported in the PY 2025 CAPER.
19	<b>Project Name</b>	PY25 HOME Administration
	<b>Target Area</b>	City of Spokane
	<b>Goals Supported</b>	Increase & preserve the affordable housing stock
	<b>Needs Addressed</b>	Affordable rental housing
	<b>Funding</b>	HOME: \$113,847.84
	<b>Description</b>	
	<b>Target Date</b>	6/30/2026
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A
	<b>Location Description</b>	The HOME Program is administered by staff in the Community, Housing, and Human Services Department (CHHS) located at:  Spokane City Hall 808 W Spokane Falls Blvd Spokane, WA 99201
	<b>Planned Activities</b>	General administration of the HOME Program. Administrative activities include community engagement, planning, reporting to funder, making grant awards, technical assistance, environmental reviews, procurement, compliance monitoring, certified payroll review, etc.
20	<b>Project Name</b>	PY25 HOME CHDO
	<b>Target Area</b>	City of Spokane
	<b>Goals Supported</b>	Increase & preserve the affordable housing stock
	<b>Needs Addressed</b>	Affordable rental housing
	<b>Funding</b>	HOME: \$170,771.77

	<b>Description</b>	This project is a placeholder for future funding allocation to sub recipient(s). HUD requires a 15% HOME Community Housing Development Organization (CHDO) set-aside for affordable housing. 15% of HOME is inadequate for funding a project that often needs other layers of funding and time to generate the total funds for development. Annual amounts are set-aside for multi-family development and these funds will be used to complete those projects. CHDO allocations will be addressed in the Federal IDIS Program rather than the 2024 Annual Action Plan. Changes to CHDO project(s) are not considered to be substantial amendments, because the project is described in one Annual Action Plan with multiple years' projects contributing to the same development. This project is meant to provide additional funds as needed for one or more projects.
	<b>Target Date</b>	6/30/2026
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	CHHS will allocate these funds through a competitive process to eligible housing developments. The number and type of families is unknown at the time of publication.
	<b>Location Description</b>	City-wide.  The HOME Program is administered by staff in the Community, Housing, and Human Services Department (CHHS) located at:  Spokane City Hall 808 W Spokane Falls Blvd Spokane, WA 99201
	<b>Planned Activities</b>	Unknown at this time – CHHS issued a request for proposals March 2025. Projects are not selected at the publication of this plan.
<b>21</b>	<b>Project Name</b>	PY25 ESG Spokane
	<b>Target Area</b>	City of Spokane
	<b>Goals Supported</b>	Increase access to essential services
	<b>Needs Addressed</b>	Supportive services for vulnerable populations
	<b>Funding</b>	ESG: \$267,764.00

	<b>Description</b>	ESG funds will be utilized for operational costs associated with homeless shelter response network and rapid re-housing activities for individuals and families experiencing homelessness. Funding will be split between the following activities: HOC emergency shelter operations (\$160,658.40); St. Margaret's rapid re-housing (\$70388.06); HMIS (\$16,635.24); and administration (\$20,082.30). The City of Spokane will not exceed the regulatory requirements listed in 24 CFR Part 576.100. The City utilizes state and local funds to support the regulatory match requirements found at 24 CFR Part 576.201.
	<b>Target Date</b>	6/30/2026
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Funding through this activity is expected to serve approximately 500 homeless individuals and families with overnight shelter beds. Another 25 households will be assisted with rental assistance through Catholic Charities Rapid Re-Housing program.
	<b>Location Description</b>	
	<b>Planned Activities</b>	ESG funds will be split between eligible activities in the following manner: HOC emergency shelter operations (\$164,863); St. Margaret's rapid re-housing (\$72,267); HMIS (\$17,034.10); and administration (\$20,607.90). The City of Spokane will not exceed the regulatory requirements listed in 24 CFR Part 576.100.
<b>22</b>	<b>Project Name</b>	PY25 CDBG Administration
	<b>Target Area</b>	City of Spokane
	<b>Goals Supported</b>	Increase & preserve the affordable housing stock Increase access to essential services Improve public/community infrastructure Create/expand economic opportunities

	<b>Needs Addressed</b>	Affordable rental housing Increased mental health services Increased childcare services Housing repair and rehabilitation Neighborhood Improvements Increased access to addiction treatment services More and/or improved childcare facilities Supportive services for vulnerable populations Facility improvements for non-profits Home Ownership opportunities Workforce development Microenterprise programs Financing for economic and community development
	<b>Funding</b>	CDBG: \$603,449.00
	<b>Description</b>	Administration costs for CDBG
	<b>Target Date</b>	6/30/2026
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A. Funds to be used for planning and administration of the CDBG program.
	<b>Location Description</b>	City of Spokane 808 W Spokane Falls Blvd Spokane, WA 99201
	<b>Planned Activities</b>	Approved administrative costs
	<b>23</b>	
	<b>Project Name</b>	PY25 Neighborhood Allocation
	<b>Target Area</b>	City of Spokane
	<b>Goals Supported</b>	Improve public/community infrastructure
	<b>Needs Addressed</b>	Neighborhood Improvements
	<b>Funding</b>	CDBG: \$400,000.00
	<b>Description</b>	Funds set aside for neighborhood improvements.
	<b>Target Date</b>	6/30/2026

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Low-to-moderate income households in eligible neighborhoods meeting LMA requirements will benefit from the improvements. Improvements may include rehabilitating/replacing pathways, sidewalks, park structures, and other improvements as identified in the Consolidated Plan.
	<b>Location Description</b>	Various, LMA eligible neighborhoods throughout Spokane.
	<b>Planned Activities</b>	Improvements may include rehabilitating/replacing pathways, sidewalks, park structures, and other improvements as identified in the Consolidated Plan.
<b>24</b>	<b>Project Name</b>	PY25 SFR Admin
	<b>Target Area</b>	City of Spokane
	<b>Goals Supported</b>	Increase & preserve the affordable housing stock
	<b>Needs Addressed</b>	Housing repair and rehabilitation
	<b>Funding</b>	CDBG: \$225,000.00
	<b>Description</b>	For the administration of the RL funded SFR program.
	<b>Target Date</b>	6/30/2026
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A. For the administration of the SFR revolving loan program.
	<b>Location Description</b>	The SFR Program is administered by staff in the Community, Housing, and Human Services Department (CHHS) located at:  Spokane City Hall 808 W Spokane Falls Blvd Spokane, WA 99201
	<b>Planned Activities</b>	Eligible administrative costs associated with the SFR revolving loan program.

## **AP-50 Geographic Distribution – 91.220(f)**

### **Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed**

CDBG and HOME funds have been distributed across low-to-moderate income neighborhoods city-wide. No one geographical area was targeted for funding.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>

**Table 56 - Geographic Distribution**

### **Rationale for the priorities for allocating investments geographically**

CDBG and HOME funds are distributed city-wide, rather than to a targeted geographical area due to the number of low-to-moderate income neighborhoods that exist across the entire city.

## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

#### Introduction

The goals below are pending approval of funding recommendations for CDBG and HOME.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	0
Special-Needs	0
Total	0

Table 57 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	0
Acquisition of Existing Units	0
Total	0

Table 58 - One Year Goals for Affordable Housing by Support Type

#### Discussion

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

Spokane Housing Authority (SHA) is the public housing agency in Spokane County. Although SHA does not own public housing, it does have tax credit projects as part of its portfolio. SHA is committed to improving the living environment of low- and moderate-income families through a comprehensive strategy that utilizes MTW (Moving to Work) funds.

### **Actions planned during the next year to address the needs to public housing**

The agency's MTW approach includes acquiring, renovating, and building units specifically for low-income families. SHA will continue its MTW program through PY 2025.

### **Actions to encourage public housing residents to become more involved in management and participate in homeownership**

Creating vibrant communities where people thrive is SHA's vision for MTW. With the flexibility and new tools provided by MTW, SHA will be able to assist its participants in reaching for what is possible and improve their quality of life. All MTW initiatives will be combined with a commitment to seek and end racial and other demographic characteristics as determinates of success. SHA will continue to develop additional local strategies during our participation in MTW, learning from our experiences and other MTW agencies.

The Family Self-Sufficiency program is available to SHA participants receiving a housing voucher with at least one adult who is willing and able to work. Through this program families can receive assistance in managing debt and improving credit, enrolling in education requirements, pursuing a career or starting a business, receiving childcare, creating an emergency fund and preparing for home ownership.

### **If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance**

Not applicable

## **AP-65 Homeless and Other Special Needs Activities – 91.220(i)**

### **Introduction**

The City of Spokane is the Collaborative Applicant (CA) and the CMIS Lead for the Spokane Regional Continuum of Care. The City of Spokane is also the sole ESG recipient for the CoC's geographic area. The CA/ESG program staff are the same staff and regularly work with the CoC on the plan to allocate ESG funds, and to report/evaluate ESG project performance. The CA/ESG program staff consults with CoC & ESG subrecipients monthly on community needs and annually regarding allocation priorities through regularly scheduled CoC meetings. CMIS staff within the City of Spokane provide CoC/ESG staff with relevant data related to program performance and community need. The data provided by the CMIS Lead helps the CoC and ESG programs identify priority needs, make funding recommendations, and develop Consolidated Plan goals that guide investment of ESG funds. Through this process, ESG activities remain consistent with CoC homeless planning and the Consolidated Plan.

The CoC collaborates with the CoC Data and Analysis Committee to set performance measures and evaluate ESG outcomes to ensure compliance and identify poor performers. CoC and ESG funded projects are awarded and renewed using objective scoring criteria that includes project performance and outcomes (e.g. % exits to/retention of permanent housing, income growth, % returns to homelessness), utilization, spenddown rates, average vulnerability of households served, subpopulation served (i.e., veterans, chronic, family, youth) and projects' ability to provide specialized services for these subpopulations, using a housing first/low-barrier approach, and cost-effectiveness. Scoring criteria also includes consideration of results from ongoing monitoring of CoC and ESG projects, including a review of quarterly and annual performance, and compliance with applicable regulations, grant guidelines, and contractual requirements. Scores are based on CoC approved system and project level performance measures that include benchmarks which are specific to both project type and subpopulation. The CoC's Funding and RFP Committee reviews/ranks projects considering project score and local funding priorities that are aligned with both HUD priorities and identified local need, which consider: cost-effective, evidence-based interventions that improve the CoC's outcomes and reduce homelessness among veterans, chronic homeless, families and youth; results of gaps analysis and needs assessments; and Consolidated Plan goals. Poor performing projects that do not meet HUD priorities and local need are reallocated.

Due to the close relationship between ESG and CA/CoC program staff, the ESG program is represented in CoC decision-making regarding the funding, policies and procedures and administration of the HMIS system in the Spokane Regional CoC. ESG/CA/CoC program staff meet regularly with the CMIS Lead and contribute to the yearly and long-term priorities of the CMIS Team.

**Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including**

**Reaching out to homeless persons (especially unsheltered persons) and assessing their**

## **individual needs**

The CoC one-year goals and actions are as follows:

- Host monthly outreach coordination meetings for agencies working with unsheltered individuals.
- Utilize the Homeless Management Information System (HMIS) for real-time tracking and referrals.
- Expand street outreach programs involving healthcare providers, behavioral health teams, and shelter navigators.
- Ensure emergency shelters provide on-site case management or collaborate with agencies offering such services.
- Improve referral systems to direct unsheltered persons to appropriate housing and support services.

## **Addressing the emergency shelter and transitional housing needs of homeless persons**

- The CoC's one-year goals and actions are as follows:
- Use Coordinated Entry to place individuals in Emergency Shelters or Transitional Housing.
- Prioritize shelter services for families with children and other vulnerable groups.
- Adjust shelter services to meet the needs of specific homeless subpopulations.
- Utilize Emergency Solutions Grant (ESG) funding to maintain and expand emergency housing options.
- Adapt existing shelter facilities to address gaps in the system.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

The CoC's one-year goals and actions are as follows:

- Maintain the Coordinated Entry System to streamline access to housing.
- Expand Rapid Rehousing (RRH) programs for quicker transitions into stable housing.
- Increase Permanent Supportive Housing (PSH) options for individuals with disabilities and long-term homelessness.
- Implement landlord incentives to encourage renting to homeless individuals.
- Provide comprehensive support services, including case management, mental health care,

employment training, and financial literacy programs.

- Strengthen veteran housing programs through the Supportive Services for Veteran Families (SSVF) and Veterans Affairs Supportive Housing (VASH) vouchers.
- Develop youth-specific housing services, including transitional programs for unaccompanied youth.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs**

The City of Spokane and the CoC's one-year goals and actions are as follows:

- Provide emergency rental and utility assistance to prevent evictions.
- Fund housing stabilization services, including financial counseling and tenant education.
- Expand access to job training, employment programs, and educational resources.
- Strengthen partnerships with healthcare systems, schools, and social service agencies to identify and assist at-risk individuals.
- Pilot Host Homes projects to support youth transitioning from foster care or juvenile justice systems.
- Improve outreach and early intervention programs to detect homelessness risks before eviction or displacement occurs.

## **AP-75 Barriers to affordable housing – 91.220(j)**

### **Introduction:**

The Washington State Department of Commerce Affordable Housing Advisory Board’s Housing Advisory Plan (2023-2028) identifies key barriers to affordable housing development in Spokane, shaped by both current and historical public policies.

### **Funding, Financing, and Resource Allocation**

Securing adequate funding is a major challenge for affordable housing developers. Developers need capital, operational funds, land, and other resources. Nonprofits struggle to raise capital and compete for limited government subsidies. Private sources often impose high fees or expect unrealistic returns. Finding suitable land is another obstacle, as large, vacant parcels with appropriate zoning are rare or unaffordable, while smaller parcels are limited, reducing affordable housing options.

### **Land Use Regulation and Planning**

Restrictive zoning laws and development regulations limit affordable housing availability, particularly in desirable neighborhoods. Though state funding supports land-use planning, funding is inconsistent, complicating local government efforts to update housing elements or implement zoning changes. Rising construction and infrastructure costs further hinder development. Local resources for growth are limited, meaning developers face additional costs like connection charges and impact fees, making it difficult to secure financing for planning and infrastructure.

### **Administrative Processes**

The development process is complex and time-consuming. Developers must navigate permitting, design reviews, environmental assessments, and public outreach, all of which add costs and time. High fees associated with these processes create further financial strain.

### **Construction Barriers**

Building codes that limit design flexibility, combined with rising material, labor, and equipment costs, pose significant challenges. Supply chain disruptions and shortages of construction resources have driven up costs, which affordable housing projects cannot offset by raising rents like market-rate housing can. Increased costs may delay or halt projects, especially if additional funding is needed for pre-construction or infrastructure improvements.

### **Limited Housing Models**

Spokane faces a shortage of housing options for individuals with reliable incomes who cannot compete in the private housing market. While some lower-income households could access homeownership with targeted support, available models are limited. Public funding often prioritizes large projects producing many units, despite a growing demand for “missing middle” housing for moderate-income households. This emphasis overlooks opportunities for smaller, infill projects near transit and jobs. Despite efforts by

the City of Spokane's Planning Department, affordable housing supply remains insufficient.

### **Impact of Historical Policies**

The legacy of policies like redlining, discriminatory lending, and racially restrictive covenants continues to affect housing opportunities in Spokane. These policies led to long-term disinvestment in minority communities, perpetuating racial and economic inequalities. While no longer enforceable, their effects linger. Zoning laws imposing large minimum lot sizes in affluent neighborhoods, referred to as "exclusionary zoning," limit affordable housing options for low- and moderate-income households, many of whom are people of color.

In conclusion, regulatory barriers, rising costs, limited housing models, and historical policies present significant challenges for affordable housing development in Spokane. Addressing these issues requires coordinated efforts from local, state, and federal governments, alongside private sector involvement, to create a more equitable housing market.

### **Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

In 2020, Washington State amended House Bill (HB) 1590, authorizing local governments to impose a 0.1% sales tax for housing and related services. In 2023, the City of Spokane enacted Spokane Municipal Code (SMC) 08.07C.030, enabling the collection of these tax revenues, thereby establishing a stable and predictable funding mechanism to support affordable housing initiatives.

The City of Spokane has also taken a leadership role in zoning and regulatory reforms to facilitate the development of affordable housing. The passage of the Building Opportunities and Choices for All (BOCA) Code by the City Council, effective January 1, 2024, represents a significant policy shift aimed at increasing housing availability within the city. The BOCA Code introduces several key provisions to encourage residential development:

- Reduced parking requirements: Residential developments within half a mile of a transit stop are no longer required to provide parking.
- Reduced minimum lot sizes: Lot size minimums have been decreased to allow for greater housing density.
- Increased building height allowances: Select zoning districts now permit taller structures.
- Reduced front and rear setbacks: Setback requirements have been lowered in certain zones to optimize land use.
- Expanded Unit Lot Subdivision process: Greater flexibility has been introduced to facilitate subdivision and property development.
- Implementation of footprint and impervious surface maximums: New limitations ensure

sustainable land use and environmental considerations.

- Allowance for increased housing density on individual lots: More residential units may now be constructed on a single lot.
- Development of vacant lots within established neighborhoods: Regulatory barriers have been removed to facilitate infill development.

These zoning amendments exemplify progressive land-use policies that remove barriers to housing development by increasing access to developable land and streamlining regulatory processes. Additionally, the City's Department of Planning is advancing a pilot program to pre-review site design plans for various housing typologies, ranging from single-family homes to fourplexes. Once finalized, these pre-approved designs will be made available on the City's website, enabling expedited construction processes and reducing administrative costs for developers. This initiative is expected to lower architectural, permitting, and environmental review fees, thereby freeing up capital for housing providers and accelerating residential development.

In response to rising insurance premiums, Washington State adopted Chapter 284-30A WAC in 2023, establishing transparency requirements for insurers regarding premium adjustments. These regulations mandate that insurers provide policyholders with explanations of premium increases upon request at the time of renewal, including for residential insurance policies.

These combined efforts reflect a comprehensive approach to housing policy, integrating financial mechanisms, zoning reforms, and regulatory transparency to support housing development and affordability in Spokane.

## **AP-85 Other Actions – 91.220(k)**

### **Introduction:**

Through the community engagement process, the City of Spokane conducted consultations and had conversations with business owners, housing developers, service providers, organizations with lived experience, private citizens, elected officials, and other stakeholders. The comprehensive dialogue and the data derived from the community needs assessment have informed and guided the City's planned actions in addressing critical issues.

### **Actions planned to address obstacles to meeting underserved needs**

The City of Spokane plans to address obstacles to meeting underserved housing and service needs by focusing on several key actions targeting barriers faced by vulnerable populations, including seniors, persons with disabilities, veterans, domestic violence survivors, and individuals transitioning from mental and physical health institutions.

#### **Addressing Housing Insecurity for Vulnerable Populations:**

- **Seniors:** Many seniors, particularly those on fixed incomes, face challenges in finding affordable and accessible housing and in accessing essential needs services. The City will collaborate with service providers, like Aging and Long Term Care of Eastern Washington (ALTCEW) to develop person-centered essential need service projects, and housing solutions to support seniors, particularly racial and ethnic minorities facing financial disparities.
- **Persons with Disabilities:** The City will collaborate with housing and service providers to address the shortage of affordable, accessible units for individuals with disabilities, and to provide more essential needs services.
- **Veterans:** Veterans face housing insecurity due to financial hardship and disabilities. The City will continue to support programs like HUD-VASH, working with Spokane County Veterans Services and Supportive Services for Veteran Families (SSVF) to ensure housing and services. Collaborations with the Spokane VA Medical Center and Spokane Vet Center will address veterans' healthcare and mental health needs.
- **Domestic Violence Survivors:** The City will support the YWCA's efforts to secure increased funding, relocation assistance, and larger shelters for survivors of domestic violence. The City will work towards more flexible housing solutions and resources for rapid rehousing, improving long-term stability for these individuals.
- **Support for Individuals Transitioning from Mental and Physical Health Institutions:** The City will leverage state programs like Governor's Opportunity for Supportive Housing (GOSH) and Foundational Community Supports (FCS) to assist individuals returning from mental and physical health institutions. These programs provide housing search assistance, tenancy support, and services to help individuals maintain stable housing, ensuring appropriate supportive housing is

accessible.

### **Improving Systemic Barriers:**

The City will work to reduce systemic barriers to housing and services. Collaborating with local service providers and advocacy groups, the City will push for more flexible funding mechanisms, housing policies, and partnerships to create supportive housing options for underserved populations.

Through these actions, the City of Spokane aims to reduce housing insecurity, provide improved essential services, enhance coordination among service providers, and improve access to supportive housing for vulnerable populations.

### **Actions planned to foster and maintain affordable housing**

The City of Spokane is taking a multifaceted approach to foster and maintain affordable housing through a combination of financial mechanisms, zoning and regulatory reforms, and innovative programs. Key actions include:

**Zoning and Regulatory Reforms (BOCA Code):** The City has implemented the Building Opportunities and Choices for All (BOCA) Code, effective January 1, 2024, to facilitate the development of affordable housing. This significant policy shift introduces several provisions aimed at increasing housing availability:

- Reduced parking requirements for residential developments within half a mile of a transit stop.
- Decreased minimum lot sizes to allow for greater housing density.
- Increased building height allowances in select zoning districts.
- Lowered setback requirements in certain zones to optimize land use.
- Expanded Unit Lot Subdivision process to provide greater flexibility in property development.
- Implementation of footprint and impervious surface maximums to ensure sustainable land use.
- Increased housing density allowed on individual lots, making it easier to build more residential units on single properties.
- Facilitation of infill development by removing regulatory barriers to the development of vacant lots within established neighborhoods.

**Pilot Program for Pre-Reviewed Housing Designs:** The City's Department of Planning is advancing a pilot program that allows for the pre-review of site design plans for various housing types, from single-family homes to fourplexes. Once finalized, these pre-approved designs will be made available online, enabling faster construction processes. This initiative is expected to reduce administrative costs, including architectural, permitting, and environmental review fees, which will lower barriers for developers and accelerate the creation of affordable housing.

**Insurance Transparency and Affordability:** In response to rising insurance premiums, Washington State

adopted Chapter 284-30A WAC in 2023, requiring insurers to provide transparency about premium adjustments. This regulation ensures that residential insurance policyholders are given explanations of premium increases at the time of renewal, which can help stabilize housing costs and increase affordability.

**Regularly Releasing Sales Tax for Housing and Related Services Funding:** In 2023, the City of Spokane enacted Spokane Municipal Code (SMC) 08.07C.030, enabling the collection of a 0.1% sales tax authorized by Washington State House Bill 1590. This tax provides a stable and predictable funding source to support affordable housing initiatives, helping to ensure long-term investment in housing development and related services.

Together, these actions reflect the City's commitment to fostering and maintaining affordable housing by creating a supportive regulatory environment, providing stable funding, and reducing barriers to housing development.

### **Actions planned to reduce lead-based paint hazards**

To reduce lead-based paint (LBP) hazards and increase access to housing free from such hazards, the City of Spokane has implemented several actions in accordance with federal and state regulations. These actions are designed to address the risks of lead exposure, particularly in housing built prior to 1978, which is more likely to contain lead-based paint.

**Inspection and Remediation:** As part of the City's Single Family and Multifamily rehabilitation programs, all pre-1978 housing units undergoing renovation must be evaluated for lead-based paint. If lead-based paint is identified, remediation actions are taken in accordance with the Renovation, Repair, and Painting (RRP) and Lead-Based Paint (LBP) Abatement programs. Certified contractors, listed by subrecipients, are responsible for conducting these inspections and addressing identified hazards.

**Lead-Safe Renovation Practices:** Renovations are conducted using lead-safe practices as required by RRP and LBP certifications. These include using methods such as wet scraping, removing friction/impact surfaces, mulching bare soil, and conducting thorough cleaning to meet clearance standards.

**Educational Outreach:** In alignment with HUD Title X and EPA requirements, educational materials are distributed to homeowners and renters. These include the "Protect Your Family from Lead in Your Home" pamphlet, which informs residents about lead-based paint hazards and safe practices for living in or renovating older homes.

**Compliance with Regulations:** The City ensures full compliance with federal and state regulations governing lead-based paint, including disclosure requirements for sellers and landlords, as well as the implementation of specific notification and disclosure language in sales and leasing contracts. These procedures are enforced to ensure the safe management of lead-based paint hazards in housing

transactions.

**Certification and Risk Assessments:** Lead-based paint abatement and risk assessments are carried out by certified firms under the LBP program. The City also ensures that lead inspections are conducted prior to the renovation process, and clearance testing is performed following the disturbance of leaded surfaces.

By integrating these actions into its housing policies and rehabilitation procedures, the City of Spokane effectively mitigates the risk of lead exposure and improves the safety of housing units for both residents and workers. These efforts ensure compliance with both federal and state requirements, fostering healthier living environments for the community.

### **Actions planned to reduce the number of poverty-level families**

To reduce the number of poverty-level families, the City of Spokane has developed a comprehensive set of goals, programs, and policies focused on enhancing income and employment opportunities. The primary action to achieve this goal is outlined in Economic Development Goal 4: Income and Employment Opportunity, which seeks to improve the economic future of the community by fostering the creation of jobs that provide livable wages and reduce income inequality. Key strategies include:

**Encouraging the Recruitment of Businesses:** The City promotes the recruitment of businesses that offer wages aligned with the local cost of living and provide health and retirement benefits, thereby improving the financial stability of workers and reducing the number of families living in poverty.

**Collaboration with Community Agencies:** The City collaborates with various community organizations and agencies to address income inequality and create more employment opportunities. This includes partnerships with agencies like SOAR (SSI/SSDI Outreach, Access, and Recovery) and efforts to integrate services through the Continuum of Care (CoC) system.

**Support for Workforce Development:** The City actively supports workforce development initiatives, such as job training programs and employment services, which enhance the earning potential of individuals and families, especially those at risk of or currently living in poverty. This includes partnerships with organizations such as the America Job Center, WorkSource Spokane, and Next Generation Zone.

**Economic Development Opportunities for Low- and Moderate-Income Families:** As part of the Consolidated Plan, the City focuses on expanding economic development opportunities for low- and moderate-income individuals through targeted funding in the following areas:

**Workforce Development:** Job training programs and employment opportunities to enhance skills and

employability.

**Small Business Support:** Low-cost loans, grants, and microenterprise programs aimed at fostering small businesses, including start-ups and nonprofits. These initiatives create new jobs and economic opportunities in underserved communities.

By coordinating these economic development strategies with affordable housing initiatives, the City of Spokane seeks to address both the financial and housing challenges faced by poverty-level families, ultimately working to reduce the number of families living below the poverty line.

### **Actions planned to develop institutional structure**

The City of Spokane has several planned actions to develop and strengthen its institutional structure for effectively carrying out its Consolidated Plan, particularly in housing, community development, and the delivery of essential services. These actions focus on enhancing collaboration, improving service delivery, and addressing gaps within the system:

**Enhancing Departmental Capacity:** The City has undertaken departmental restructuring to bolster its capacity for coordinating and implementing comprehensive strategies across housing, community, and economic development sectors. This includes efforts to improve the effectiveness of planning, economic development, homelessness prevention, and public service and affordable housing initiatives.

**Strengthening Collaboration with Nonprofits and the Spokane Housing Authority:** The City continues to work closely with nonprofit organizations and the Spokane Housing Authority to implement housing and homelessness solutions. These partnerships are key to serving low-income populations and addressing the needs of vulnerable groups within the community, including individuals experiencing homelessness and those with special needs.

**Leveraging the Spokane Community, Housing, and Human Services (CHHS) Board:** The CHHS Board and its subcommittees provide critical advisory support, leveraging the expertise of community stakeholders to strengthen institutional efforts. The Board plays an important role in guiding the City's housing and service strategies, particularly related to homelessness and special needs populations.

**Addressing Resource Constraints:** To overcome limitations in financial resources, the City is focused on securing additional funding for housing, community development, and special needs services. Efforts include seeking new funding sources and improving grant administration to better support low- and moderate-income households and other priority populations.

**Updating the Continuum of Care (CoC) Strategy:** The CoC is adopting an updated Five-Year Plan to End Homelessness, which will enhance the institutional structure for managing homelessness services. This plan will guide resource allocation, identify gaps, and establish actionable steps to improve the service delivery system, with a focus on increasing self-sufficiency and reducing financial vulnerability among

homeless individuals.

**Improving Coordination and Service Delivery:** The City is committed to improving coordination among service providers, expanding access to mainstream resources (such as employment and healthcare services), and enhancing the delivery of client-centered, wraparound services. These efforts aim to close the gaps in service provision for homeless individuals, families, and special needs populations, while also improving overall program outcomes.

Through these actions, the City of Spokane seeks to strengthen the institutional framework for carrying out its Consolidated Plan, ensuring that services are more accessible, better coordinated, and more responsive to the needs of the community.

### **Actions planned to enhance coordination between public and private housing and social service agencies**

The City of Spokane plans to enhance coordination between public and private housing and social service agencies through a combination of strategic initiatives led by the Spokane Housing Authority (SHA) and collaboration with various community stakeholders. These actions include:

**Moving to Work (MTW) Demonstration Program:** The Spokane Housing Authority continues its participation in the MTW demonstration program, which provides SHA with increased flexibility to develop local strategies and tools to better serve low- and moderate-income families. MTW's flexibility allows SHA to align its housing and social services with community needs, fostering improved coordination between public housing efforts and social service providers. SHA's initiatives under MTW will incorporate a commitment to eliminate racial and demographic barriers to success, ensuring equitable access to services and housing.

**Family Self-Sufficiency Program:** SHA offers the Family Self-Sufficiency program to help participants receiving housing vouchers achieve greater economic independence. This program provides comprehensive support, including debt management, credit improvement, educational opportunities, career development, childcare, and emergency fund creation. By connecting housing assistance with social services, this program strengthens the coordination between public housing and local service agencies, supporting long-term success for participants.

**Acquisition and Development Projects:** SHA uses MTW funds to acquire, renovate, and build new housing units targeted at low-income families. The focus of these projects is on creating housing options that are not classified as public housing or Housing Choice Voucher units, thus broadening the range of affordable housing available in the community. Through tax-credit partnerships and recapitalization, SHA is working on projects like Cornerstone Courtyard, Agnes Kehoe Place, and the Pearl on Adams, in addition to preserving 288 units for households at or below 60% of Area Median Income (AMI). These projects enhance the housing stock available to low- and moderate-income families and improve the

living environment in the community.

**Strategic Relationships and Partnerships:** SHA emphasizes the importance of building strong relationships with other housing providers, community organizations, and social service agencies. Through collaborative actions and shared goals, SHA seeks to strengthen its impact on the community. These partnerships enhance service delivery, enabling more efficient and effective coordination between housing and social services, including employment programs, healthcare, childcare, and other critical services.

**Comprehensive Housing Strategy:** SHA's mission focuses on creating and sustaining high-quality affordable housing options that promote individual prosperity and healthy communities. By expanding the housing supply through new development, renovations, and strategic preservation of affordable units, SHA aims to meet the evolving needs of the community. This comprehensive housing strategy is paired with client success programming to ensure housing stability and self-sufficiency, working closely with other agencies to provide holistic support to residents.

Through these actions, the City of Spokane and the Spokane Housing Authority aim to enhance the coordination between public and private housing initiatives and social service agencies, creating a more integrated system that supports the long-term stability and prosperity of low- and moderate-income families.

## **Discussion:**

The City of Spokane is taking a multifaceted approach to address housing insecurity and service needs. Through community engagement, the City has identified critical issues and planned actions to address them, such as collaborating with service providers to improve housing accessibility and essential services.

The City plans to support veterans through programs like HUD-VASH and partner with the Spokane VA Medical Center to address healthcare and mental health needs. For domestic violence survivors, the City will work with the YWCA to secure funding for shelters and rapid rehousing. Additionally, the City will leverage state programs such as Governor's Opportunity for Supportive Housing (GOSH) and Foundational Community Supports (FCS) to aid individuals transitioning from institutional care.

The City is also pursuing zoning reforms through the Building Opportunities and Choices for All (BOCA) Code, effective January 2024, which will facilitate affordable housing development by reducing parking requirements, increasing density, and easing setbacks. Moreover, a pilot program for pre-reviewed housing designs aims to streamline construction processes and reduce costs. The City has enacted a 0.1% sales tax for affordable housing and related services, providing stable funding for housing initiatives.

In addition to these actions, the City is committed to reducing lead-based paint hazards in housing, ensuring compliance with federal and state regulations. Through these efforts, Spokane aims to reduce

housing insecurity, enhance coordination among service providers, and increase access to stable, affordable housing for low-to-moderate households.

## Program Specific Requirements

### AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

#### Introduction:

See narratives below for additional information about the Community Development Block Grant Program (CDBG), HOME Program, and Emergency Solutions Grant Program (ESG).

#### Community Development Block Grant Program (CDBG)

##### Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	1,000,000
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>1,000,000</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

#### HOME Investment Partnership Program (HOME)

##### Reference 24 CFR 91.220(I)(2)

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

The City of Spokane will fund rental housing acquisition, construction and rehabilitation projects that benefit low-to-moderate income households with HOME funds. Sales and Uses Tax Revenue funds will be used to fund acquisition, construction, homeownership, and rehabilitation leading to new units.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

HOME regulation 92.254 describes the qualifications of homeownership activities as affordable housing. City of Spokane has not budgeted HOME funds for homeownership activities in this funding round due to the investment of CDBG and Sales and Uses Tax Revenue funds for homebuyer activities. The City of Spokane retains written agreements used in a previous homeownership program. These agreements include a recapture provision triggered if a borrower sells, transfers, refinances, or changes the use of the property during the HOME period of affordability. This loan provision limits recaptured funds to net proceeds available from the sale rather than the entire HOME investment. The City's Single Family Rehabilitation program uses this same loan recapture provision which limits recaptured funds to net proceeds of a sale. Consequently, the City is not required to repay HUD should any sale, short sale, foreclosure, involuntary sale, etc. of a program-assisted home provide insufficient funds to fully repay the amount of loaned HUD funding.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

HOME regulation 92.254(a)(4) describes the minimum HOME period of affordability based upon the amount of HOME homeownership assistance. The City of Spokane has not budgeted HOME funds for homeownership activities. The City previously established maximum HOME assistance for each homebuyer transaction and that HOME assistance required a 10-year period of affordability. Earlier homeownership assistance loan documents provided some debt forgiveness over the 10-year HOME affordability period. All City homeownership assistance written agreements included a recapture provision that triggered repayment if a borrower sells, transfers, refinances, or changes the use of the property during the HOME period of affordability. This recapture provision limits recaptured funds to any net proceeds available from the sale rather than the entire HOME investment.

Similarly, HOME-funded affordable rental housing projects include acquisition, new construction, and/or renovation trigger minimum periods of affordability per 24 CFR 92.252(e). New construction projects are always subject to the regulation's 20-year affordability period but acquisition and/or rehab projects commonly trigger a 5, 10, or 15-year HOME affordability period. The City of Spokane reserves the right to impose additional years of affordability that will run concurrently with the HOME affordability period. These City-imposed affordability periods are described further in the

## HOME Multifamily Housing Program Description and agreements.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

HOME funds will not be used to refinance existing debt secured by housing that is being rehabilitated with HOME funds under 24 CFR 92.206(b). However, HOME funds may be used to pay off principal and interest of a construction loan, bridge financing loan, or guaranteed loan as provided under 24 CFR 92.206(g).

5. If applicable to a planned HOME TBRA activity, a description of the preference for persons with special needs or disabilities. (See 24 CFR 92.209(c)(2)(i) and CFR 91.220(l)(2)(vii)).

A portion of HOME ARP funds will be used to provide TBRA and will be available to all qualified populations as required by HOME ARP regulations, and as designated in CPD 21.10.

6. If applicable to a planned HOME TBRA activity, a description of how the preference for a specific category of individuals with disabilities (e.g. persons with HIV/AIDS or chronic mental illness) will narrow the gap in benefits and the preference is needed to narrow the gap in benefits and services received by such persons. (See 24 CFR 92.209(c)(2)(ii) and 91.220(l)(2)(vii)).

HOME ARP does not allow preference for the use of TBRA.

7. If applicable, a description of any preference or limitation for rental housing projects. (See 24 CFR 92.253(d)(3) and CFR 91.220(l)(2)(vii)). Note: Preferences cannot be administered in a manner that limits the opportunities of persons on any basis prohibited by the laws listed under 24 CFR 5.105(a).

Not applicable.

### **Emergency Solutions Grant (ESG) Reference 91.220(l)(4)**

1. Include written standards for providing ESG assistance (may include as attachment)

The Emergency Solutions Grant funds, in conjunction with additional funding sources, are currently

funding Coordinated Assessment Initiatives through rapid re-housing, and shelter activities. The attached program standards have been developed with community feedback, based on the feedback from CoC programs administering these funded activities. The standards continue to consider the smaller resources and even greater targeting needed for ESG. These standards are included in program specific guidelines for all ESG funded programs.

2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.

Households seeking homeless assistance can access services through the Spokane Continuum of Care's Coordinated Assessment (CA) system. The local CA system operates two portals to better meet the disparate needs of different household types. Households with minor children are served through Homeless Families Coordinated Assessment (HFCA) system, which coordinates all family homeless service programs to provide prevention and rapid re-housing assistance in addition to placement in interim, transitional, and permanent supportive housing, if applicable. The program utilizes the Service Prioritization Decision Assistance Tool (SPDAT) to assess families for appropriate housing and service interventions based on vulnerability rather than a first come first serve model. The SPDAT provide a consistent way of assessing households across the Continuum of Care and assists HFCA in connecting families with an appropriate housing intervention based on their level of need.

Households without children can access services through the Singles Homeless Coordinated Assessment (SHCA) System. SHCA operates as a decentralized assessment system with a lead agency to facilitate the training and coordination of assessment sites. SHCA also uses the SPDAT tool to provide common outcome data and measurable results. Once the appropriate assessment is completed in HMIS, a housing referral can be made to the appropriate housing track based on the household's vulnerability and desired housing intervention.

Households may access the program through one of two entry points:

1. By walking into either the HFCA or SHCA program offices for an assessment; or
2. Through targeted outreach and screening with a partnering service provider such as an emergency shelter or street outreach program.

Providers primarily serving victims of domestic violence, dating violence, sexual assault, and stalking are required to comply with the VAWA final rule and the locally adopted VAWA Written Standards, including Emergency Transfer Plan.

The CA system has been developed in accordance with the HUD Continuum of Care Regulations. Participation in this system is mandatory for ESG and CoC grantees.

3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).

As the CoC Collaborative Applicant, the City of Spokane works with the Continuum of Care Governance Board and Community Housing and Human Services Board (CHHS), to determine priorities for homeless funding. The Request for Proposals (RFP) for ESG funding is published on the City of Spokane's website, in the local newspaper, is sent to an email distribution list of private non-profit organizations, homeless provider groups and to faith-based groups, and to the Homeless Coalition. During the application process for homeless funding, the RFP and Evaluation Committee of CoC reviews applications and makes funding recommendations to CoC Governance Board. The CoC Governance Board then makes funding recommendations to the Spokane City Council. Once the City Council reviews and approves the recommendations, CHHS begins the contracting process with subrecipients. Following the execution of contracts, CHHS continues to monitor and support the subrecipients through the end of the contract term.

Applicants eligible to apply for ESG funds include:

- City or County governments
  - Public and private nonprofit organizations (501(c)(3))
  - Private for-profit organizations or individuals may implement certain economic development, low-income housing rehabilitation and microenterprise activities
  - Faith based organizations
4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

The City of Spokane currently meets the homeless participation requirement detailed in 24 CFR 576.405(1) through the intentional membership of persons with lived experience on the Community, Housing and Human Services Board subcommittees, Continuum of Care Governance Board, and the CoC RFP and Evaluation Committee. These committees are responsible for recommending policies and making funding decisions.

5. Describe performance standards for evaluating ESG.

All programs funded through ESG are evaluated for performance quarterly. Data for these evaluations is pulled from the Homeless Management Information System. In addition, all ESG funded programs are required to ensure HMIS data quality by the 5th of each month.

Programs funded for rapid re-housing are measured by the percentage of households exiting to permanent housing (70%), the percentage of households with increased income at exit (20%), target

for returns to homelessness is < 10%, and the average length of time from identified eligibility to being housed (30 days).

Programs funded for emergency shelter operations are required to enter universal data into the HMIS system and record entry and exit dates. In addition, these programs are measured by the percentage of households who exit from the emergency shelter into permanent housing (40%), the average length of time individuals are homeless in emergency shelter (90 days), households enrolled in formal case management exiting to permanent housing destinations who return to homelessness within 2 years (20%).

The City of Spokane works diligently to offer CDBG, HOME and ESG programs that meet the regulatory requirements of their associated CFRs.

## Appendix - Alternate/Local Data Sources

1	<b>Data Source Name</b> 2016-2020 CHAS
	<b>List the name of the organization or individual who originated the data set.</b> American Community Survey (ACS) data from the U.S. Census Bureau
	<b>Provide a brief summary of the data set.</b> "CHAS" data (Comprehensive Housing Affordability Strategy), demonstrate the extent of housing problems and housing needs, particularly for low income households. The CHAS data are used by local governments to plan how to spend HUD funds, and may also be used by HUD to distribute grant funds.
	<b>What was the purpose for developing this data set?</b> To replace outdated data in the Consolidated Plan tables.
	<b>Provide the year (and optionally month, or month and day) for when the data was collected.</b> September 2023
	<b>Briefly describe the methodology for the data collection.</b> CHAS consists of "custom tabulations" of data from the U.S. Census Bureau that are generally not otherwise publicly available. Since 2005, the Census Bureau has administered an annual survey called the American Community Survey (ACS), which replaced the detailed survey portion of the decennial census. The ACS offers timely data for the period between censuses, allowing for a relatively current picture of local conditions.
	<b>Describe the total population from which the sample was taken.</b> As per ACS

	<p><b>Describe the demographics of the respondents or characteristics of the unit of measure, and the number of respondents or units surveyed.</b></p> <p>As per ACS</p>
<b>2</b>	<p><b>Data Source Name</b></p> <p>PIH IMS/PIC Data</p> <p><b>List the name of the organization or individual who originated the data set.</b></p> <p>The Office of Public and Indian Housing (PIH)</p> <p><b>Provide a brief summary of the data set.</b></p> <p>The Section 8 Management Assessment Program (SEMAP) measures PHA management performance in 14 key areas of the Section 8 tenant-based assistance programs. Public Housing Authorities that manage Section 8 Housing are required annually to electronically submit and verify their SEMAP Certifications. PHAs have 60 days following their fiscal year end to complete their certifications online and submit them to their Field Office for review and final approval. SEMAP measures the PHA's ability to afford decent rental units at a reasonable subsidy cost as intended by Federal housing legislation and by Congress' appropriation of Federal tax dollars for these programs.</p> <p>The Housing Authority sub-module stores the total number of developments and units under management of the Housing Authority as well as general information about the Housing Authority. In addition, physical, mailing and email addresses, phone numbers, names and terms in office for the HA officers and other key contacts, as well as overall unit inventory information and historical information. Furthermore, HUD Staff Assignments, Housing Authority Funding History, and Performance Data are maintained using the Housing Authority sub-module.</p> <p><b>What was the purpose for developing this data set?</b></p> <p>The IMS/PIC provides up-to-date information on the public housing inventory nation-wide.</p> <p><b>How comprehensive is the coverage of this administrative data? Is data collection concentrated in one geographic area or among a certain population?</b></p> <p>This data set is a comprehensive nation wide data set.</p> <p><b>What time period (provide the year, and optionally month, or month and day) is covered by this data set?</b></p> <p>Last updated February 22, 2023</p> <p><b>What is the status of the data set (complete, in progress, or planned)?</b></p> <p>Complete</p>
<b>3</b>	<p><b>Data Source Name</b></p> <p>Longitudinal System Analysis (LSA) Report</p>

<p><b>List the name of the organization or individual who originated the data set.</b></p> <p>This report is prepared by the City of Spokane's CMIS specialists using HUD provided tools and systems.</p>
<p><b>Provide a brief summary of the data set.</b></p> <p>The Longitudinal Systems Analysis (LSA) compiles the data within the Homeless Management Information System (HMIS) of those who were served in Emergency Shelter, Transitional Housing, Rapid Rehousing, Permanent Supportive Housing (disability required for entry), Permanent Housing with Services, and Permanent Housing projects within the Continuum of Care during the year. It contains information on demographics, patterns of system usage, length of time homeless, the needs of specific populations, and exit destinations. Aggregate data provided in the LSA is combined with the Housing Inventory Count (HIC) and Point-in-Time (PIT) count to help create an annual report to U.S. Congress from the U.S. Department of Housing and Urban Development (HUD) on homelessness called the Annual Homeless Assessment Report (AHAR). The information in the 2024 LSA is based on the 2024 LSA Reporting Year, which runs from October 1st, 2023, to September 30th, 2024. It is based on all households and population types.</p>
<p><b>What was the purpose for developing this data set?</b></p> <p>Aggregate data provided in the LSA is combined with the Housing Inventory Count (HIC) and Point-in-Time (PIT) count to help create an annual report to U.S. Congress from the U.S. Department of Housing and Urban Development (HUD) on homelessness called the Annual Homeless Assessment Report (AHAR).</p>
<p><b>How comprehensive is the coverage of this administrative data? Is data collection concentrated in one geographic area or among a certain population?</b></p> <p>Data collected covers the CoC geographic area.</p>
<p><b>What time period (provide the year, and optionally month, or month and day) is covered by this data set?</b></p> <p>The information in the 2024 LSA is based on the 2024 LSA Reporting Year, which runs from October 1st, 2023, to September 30th, 2024.</p>
<p><b>What is the status of the data set (complete, in progress, or planned)?</b></p> <p>Complete</p>

**Agenda Sheet for City Council:****Committee:** Urban Experience **Date:** 06/09/2025**Committee Agenda type:** Discussion**Date Rec'd**

6/5/2025

**Clerk's File #****Cross Ref #****Project #****Council Meeting Date:** 06/30/2025**Submitting Dept**

COMMUNITY, HOUSING &amp; HUMAN

**Bid #****Contact Name/Phone**

HEATHER PAGE 6578

**Requisition #****Contact E-Mail**

HPAGE@SPOKANECITY.ORG

**Agenda Item Type**

Resolutions

**Council Sponsor(s)**

JBINGLE ZZAPPONE LNAVARRETE

**Sponsoring at Administrators Request**

NO

**Lease?** NO**Grant Related?** YES**Public Works?** NO**Agenda Item Name**

1680 - 2025 COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING

**Agenda Wording**

CHHS seeks approval of the program year 2025 CDBG funding recommendations approved by the CHHS Board.

**Summary (Background)**

On November 15, 2024, Community Housing and Human Services (CHHS), issued one of two Community Development Block Grant (CDBG) Request for Proposals (RFP) for an estimated total of \$3,236,800. Funding priorities for this 2025 CDBG request for proposals aligned with the priority needs identified in the 2025-2029 Consolidated Plan and included: new/increased mental health services, new/increased childcare services, job training/microenterprise programs, facility improvements for non-profits, more/improved childcare facilities, multi-family rental housing rehabilitation, repair and rehabilitation of single-family homes, and homeownership support programs. The RFP was publicly noticed in the Spokesman Review, the City's website, and through email distribution lists. A series of technical assistance workshops were provided to interested applicants December 3-5, 2024. Forty-one individuals attended the workshops. Staff conducted an additional 44 individual technical assistance sessions between November 19, 2024, and January 15, 2025. The application closed on January 15, 2025. Twenty-three (23) applications for public facility/public improvement, homeownership, and home rehabilitation activities were received for a total of \$11,787,721 in requests. One application was ineligible for CDBG funding. The Affordable Housing Committee reviewed 22 CDBG eligible applications and met on February 11, 2025, to discuss the applications and to recommend applications for funding. After careful consideration, the Affordable Housing Committee recommended the top three scoring projects meeting the more/improved childcare funding priority for full funding; they recommended the top two highest scoring projects meeting the multi-family rental housing rehabilitation funding priority for partial funding; they recommended the top two scoring projects meeting the non-profit facility improvement priority for both full/partial funding; they recommended both projects meeting the single-family repair/rehabilitation funding priority for partial/full funding; and they recommended the only applicant meeting the

homeownership funding priority for partial funding. One acquisition project was recommended for partial funding due to the unique nature of the project. Additionally, the Affordable Housing Committee recommended funding alternatives in the event that the CDBG funds for 2025 decreased or increased. A total of eleven (11) projects were recommended for funding to the CHHS Board. Twenty-eight (28) applications for public services/economic development activities were received for a total of \$2,621,203 in requests. Two applications were ineligible for CDBG funding. The Human Services Committee reviewed 26 CDBG eligible applications and met on February 26, 2025, to discuss the applications and to recommend applications for funding. After careful consideration the Committee adhered to the top 3 priorities listed in the RFP splitting the funding roughly equally between Childcare, Mental Health, and Job training. Projects were categorized by priority and then ranked by the averaging of individual scores per the scoring rubric. The highest scoring projects within each funding priority were identified and recommended for funding. Additionally, the Human Services Committee recommended funding alternatives in the event that the CDBG funds for 2025 decreased or increased. A total of six (6) projects were recommended for funding to the CHHS Board. The CHHS Board met on March 5, 2025, to review and vote on the funding recommendations. The CHHS Board voted to accept the funding recommendations made by the Human Services and Affordable Housing Committees. On January 17, 2025, Community Housing and Human Services (CHHS), issued the second Community Development Block Grant (CDBG) Request for Proposals (RFP) for \$400,000 in funding. The second 2025 CDBG request for proposals aligned with the priority need of neighborhood improvements identified during community engagement around the 2025-2029 Consolidated Plan. To meet the community's request, the CDBG Neighborhood Allocation was re-established. The Neighborhood Allocation is a set-aside of CDBG funds, and while the selection of projects had to be completed through a competitive RFP, the application was only available to Neighborhood Councils. The RFP was issued in collaboration with the City of Spokane Parks and Recreation (Parks) department and focused on the most requested park improvements as identified by the Parks through a comprehensive review process. These improvements included: restroom Improvements, playground Improvements, sports court/field improvements, pathway improvements. CHHS staff provided 13 individual technical assistance sessions between January 22 and March 14. The application closed March 14, 2025. Twelve applications were received for a total of \$2,845,500 in funding requests. Applications were first reviewed by CHHS staff for CDBG eligibility. All applications were CDBG eligible. City Parks staff then reviewed the applications for scope and budget to ensure that projects funded could be completed within a CDBG program year, and for the budget proposed. The Community Assembly's Community Development committee then reviewed the projects to ensure that each applicant had presented their Neighborhood's project to the greatest advantage. Neighborhood Councils were permitted a limited amount of time to make changes to their applications based on information received from both the Parks Departments and the Community Assembly's Community Development committee before the final application packet was submitted to the Affordable Housing Committee to review and score. The Affordable Housing Committee met on April 8, 2025, to discuss the projects and recommend projects for funding. The AHC considered several variables in identifying projects for funding, including the overall condition of a park as provided by the Parks Department, the last time a park received an investment and how much the investment was, whether a park asset was in working condition, the amount of funding requested, and the application's average score. It was a priority of the AHC to provide funding to more than one project. After careful consideration and deliberation, the committee recommended five (5) projects for full funding and a sixth project for partial funding. The CHHS Board met on May 7, 2025, to review and vote on the funding recommendations. The CHHS Board voted to

accept the funding recommendations made by the Affordable Housing Committees. HUD announced Spokane's 2025 annual allocation May 14, 2025. This allowed CHHS to identify actual funding for projects versus the estimated funding for projects approved by the CHHS Board. Following the recommendations of the Affordable Housing Committee and the Human Services Committee, approved by the CHHS Board, CHHS adjusted the funding of the projects to reflect actual totals and is requesting Council approval of the following funding recommendations.

Project Name	Funding Amount
1 PY25 Home Rehab - SNAP Single Family Rehabilitation	\$1,200,000
2 PY25 Home Rehab - SNAP Minor Home Repair	\$500,000
3 PY25 Homeownership - SNAP Financial Access Homeownership	\$303,102
4 PY25 Capital - NECC Child Care Safety Improvements	\$34,551
5 PY25 Capital - Partners w/ Families & Children Soundproofing	\$19,146
6 PY25 Capital - GLOW Expansion of Children Early Learning Center	\$198,000
7 PY25 Capital - Salvation Army Stepping Stones Transitional Housing Rehab	\$150,000
8 PY25 Capital - Transitions HVAC Replacement	\$34,181
9 PY25 Capital - Family Promise Campus Improvements	\$19,522
10 PY25 Capital - Reclaim Project Recovery Transitional Housing	\$630,000
11 PY25 Capital - Unite Family Services Supported Transitional Housing	\$25,000
12 PY25 Public Services - Spokane Workforce Council Reconnect2Work	\$117,325
13 PY25 Public Services - Christ Kitchen Job Training	\$35,000
14 PY25 Public Services - YWCA Spokane Mental Health Therapy	\$87,372
15 PY25 Public Services - Partners w/Families & Children Advocacy Center	\$96,639
16 PY25 Micro Enterprise - Community-Minded Enterprises Child Care Providers	\$99,976
17 PY25 Micro Enterprise SNAP Financial Access	\$150,000
18 PY25 Neighborhood Allocation - Chief Garry Park Fence	\$15,000
19 PY25 Neighborhood Allocation - Sharpley Harmon Park Restroom/Pavilion	\$300,000
20 PY25 Neighborhood Allocation - Ruth Park Bench	\$8,000
21 PY25 Neighborhood Allocation - Friendship Park Water Fountain	\$25,000
22 PY25 Neighborhood Allocation - Whittier Park Playground Improvement	\$30,000
23 PY25 Neighborhood Allocation - Liberty Park Gazebo Roof Replacement	\$22,000

Contracts are effective July 1, 2025; however, Spokane is not expected to receive the CDBG grant agreement from HUD for several months and will not be able to issue final contracts until that grant agreement is received by the City and approved by City Council.

**What impacts would the proposal have on historically excluded communities?**

CDBG supports households earning less than 80% AMI.

**How will data be collected, analyzed, and reported concerning the effect of the program/policy by racial, ethnic, gender identity, national origin, income level, disability, sexual orientation, or other existing disparities?**

CDBG follows HUD protocols in reporting demographic data associated with projects. Data is reported in IDIS, HUD's reporting and data collection platform for CDBG.

**How will data be collected regarding the effectiveness of this program, policy, or product to ensure it is the right solution?**

Each year an annual performance report is published regarding the effectiveness of CDBG funded projects. Changes are made to projects to increase effectiveness during each contract term.

**Describe how this proposal aligns with current City Policies, including the Comprehensive Plan, Sustainability Action Plan, Capital Improvement Program, Neighborhood Master Plans, Council Resolutions, and others?**

The CDBG funding allocations align with the City of Spokane's 2025-2029 Consolidated Plan and the 2025 Annual Action Plan required by HUD.

**Council Subcommittee Review**

**Fiscal Impact**

Approved in Current Year Budget? YES

Total Cost \$

Current Year Cost \$ CDBG: \$3,017,244.00

Subsequent Year(s) Cost \$

**Narrative**

This is the City of Spokane's annual CDBG formula grant allocation from HUD. The City issues awards to eligible subrecipients to carry out the activities of the grants.

**Amount**

**Budget Account**

Select \$

#

Select \$

#

Select \$

#

Select \$

#

Select \$

#

Select \$

#

<b>Funding Source</b>		One-Time	
<b>Funding Source Type</b>		Grant	
<b>Is this funding source sustainable for future years, months, etc?</b> CDBG: \$3,017,244.00     1690			
<b>Expense Occurrence</b>		One-Time	
<b>Other budget impacts (revenue generating, match requirements, etc.)</b> This is budget neutral as the expenses will be offset by the revenue from HUD reimbursements.			
<b>Approvals</b>		<b>Additional Approvals</b>	
<u>Dept Head</u>		<u>ACCOUNTING -</u>	
<u>Division Director</u>			
<u>Accounting Manager</u>			
<u>Legal</u>			
<u>For the Mayor</u>			
<b>Distribution List</b>			

Affordable Housing Committee  
Reviewed February 11, 2025

Row Labels	Sum of Avg. Score	Sum of Funding Requested	Sum of Funding Recommended
<b>Homeownership</b>			
SNAP Financial Access - Down Payment Assistance and Housing Counseling Program	83	\$1,000,000	\$100,000.00
<b>More/improved childcare facilities</b>			
NECC - Child Care Capital Safety Improvements	84	\$34,551	\$34,551.00
Partners w/Families & Children - Creating Safe, Confidential Spaces for Children and Families	81	\$19,146	\$19,146.00
Glow Children Early Learning Center - Expansion of Childcare Services and Community Outreach for GLOW Children Early Learning Center	80	\$198,000	\$198,000.00
Northeast Public Development Authority - 3011 E. Wellesley: Nontraditional Childcare and Workforce Housing	80	\$1,865,570	\$0.00
Northeast Youth Center - Improving Childcare Capacity for Low-Income Children through Outdoor	79	\$725,000	\$0.00
Revive Community Services - Start Childcare center at Morning Star Missionary Baptist Church	65	\$75,000	\$0.00
<b>Multi-family rental housing rehabilitation</b>			
Salvation Army - Stepping Stones Transitional Housing Rehab	87	\$199,690	\$150,000.00
Unite Family Services - Supported Transitional Housing	79	\$175,000	\$25,000.00
VOA - Alexandria's House Rehab	76	\$718,000	\$0.00
SNAP - Resident Court Exterior Rehab	73	\$165,400	\$0.00
<b>Non-profit facility improvements</b>			
Transitions - HVAC System Replacement at Women's Hearth Day Shelter	87	\$34,181	\$34,181.00
Family Promise - FP Center Campus Improvement	85	\$193,819	\$19,522.00
Partners w/ Families & Children - A Clear Vision: Upgrading Our Facility to Support Vulnerable Families	83	\$174,825	\$0.00
SNAP - Roof replacement of SNAP office building	77	\$310,000	\$0.00
<b>Other</b>			
Proclaim Liberty - Bethany Presbyterian Redevelopment Phase I	79	\$812,000	\$0.00

M.I.A. Mujeres in Action - Casa MiA Offsite Road Improvements	76	\$1,100,000	\$0.00
Reclaim Project Recovery - Transitional Housing Acquisition	72	\$1,175,000	\$500,000.00
Excelsior Wellness - Community Enhancement and Early Learning Initiative	70	\$221,000	\$0.00
Reclaim Project Recovery - Facility Acquisition	59	\$850,000	\$0.00
<b>Single-family repair/rehabilitation</b>			
SNAP - Single Family Home Rehabilitation	81	\$1,241,539	\$1,200,000.00
SNAP - Minor Home Repair	74	\$500,000	\$500,000.00

Human Services Committee  
Reviewed February 26, 2025

Row Labels	Sum of Avg Committee Score	Sum of Annual Funding Requested	Sum of Funding Recommended
<b>Childcare Services</b>			
Spokane Workforce Council - Reconnect2Work - Childcare Workforce Investments	93	\$117,325	\$96,207
Community-Minded Enterprises - Increasing Licensed Child Care Providers	91	\$99,976	\$50,904
West Central Community Center - Youth Development Program	87	\$35,000	\$0
Upwards Care, Inc. - Boost Program	81	\$400,000	\$0
<b>Job Training Programs</b>			
SNAP Financial Access (SFA) - SFA City of Spokane Microenterprise Project	95	\$150,000	\$123,000
Christ Kitchen - Job Training for Impoverished and Underserved Women	93	\$35,000	\$35,000
Nuestras Raíces Centro Community (Our Roots Community Center) - Sin Miedo al Exito! (Success with Confidence)	92	\$98,302	\$0
International Rescue Committee in Spokane - Better Jobs Program	90	\$74,220	\$0
Cup of Cool Water - Cool Water Grounds Keeping Workforce Development	90	\$49,616	\$0
Northeast Community Center - NECC Coffee to Career Job Training Program	89	\$50,759	\$0
Inland Northwest Associated General Contractors Apprenticeships - Head Start to the Construction Trades	88	\$181,450	\$0
<b>Mental Health Services</b>			
YWCA Spokane - Mental Health Therapy for Survivors of Intimate Partner Domestic Violence	95	\$87,372	\$71,645
Partners with Families & Children: Spokane - Children's Advocacy Center	95	\$96,639	\$79,244
MiA - Mujeres in Action - Mental Health Services for Low-Income City of Spokane Residents	94	\$170,497	\$0
Lutheran Community Services Northwest - Victim Advocacy and Education Program	91	\$100,000	\$0
Refugee and Immigrant Connections Spokane - Comprehensive Assistance for Refugee Empowerment (CARE)	90	\$80,691	\$0

NAMI Spokane - Mental Health Crisis Prevention Services	88	\$68,600	\$0
Spectrum Center - Gender Doula	82	\$80,000	\$0
<b>Supportive Services</b>			
Women & Children's Free Restaurant & Community Kitchen - Feeding Spokane's LMI Women, Children, and Teens	93	\$70,470	\$0
Communities In Schools of Spokane County - Healthy Minds Bright Futures: City of Spokane	91	\$122,805	\$0
Nuestras Raíces Centro Community (Our Roots Community Center) - IDD Thrive	86	\$60,390	\$0
CHAS Health - Dental Voucher Program	86	\$85,000	\$0
Northwest Fair Housing Alliance - Housing Stability Steps	84	\$62,855	\$0
American Indian Community Center - Strengthening Families, Sustaining Communities: The AICC Family Services Program	84	\$50,000	\$0
Spokane Regional Health District - Homeless ID Project	83	\$20,000	\$0
Our Place Community Outreach - Our Place Community Outreach Food Center	78	\$174,236	\$0

Affordable Housing Committee  
Reviewed April 8, 2025

Agency	Park Name	Project Name	Last Investment	Park Condition (5 = poor condition, 1 = good condition)	Park Asses t in Service	Avg Score	Funding Requested	Funding Recommended
Browne's Addition	Coeur d'Alene Park	ADA Accessible Asphalt Pathway	2018-\$285k 2024/2025-\$150K	3.5	Yes	26.5	\$145,000	\$0
Chief Garry Park	1.Chief Garry Park	1. Install 3 stall doors in restrooms;	2021-\$140k	3.75	Yes	25.5	\$75,000	\$0
	2. Chief Garry Park	2. Install 30 ft of fencing on E Mission Ave;					\$15,000	\$15,000
East Central	Liberty Park	Roof and floor replacement at gazebo	2022-\$1.4 Mil 2023-\$25k	3	Yes	24.5	\$105,000	\$22,000
Emerson Garfield	1. Emerson Park	Rehabilitating and re-opening restrooms	2019-\$23.5K 2024-\$8.5K	4.25	No	26.3	\$200,000	\$0
	2. Emerson Park	Rehabilitation of path/trail system					\$100,000	\$0
Hillyard	Sharpley Harmon Park	Rehabilitate pavilion restroom structure	None in the last 10 years	4.75	No	23.8	\$300,000	\$300,000
Latah Hangman	High Bridge Park	Add restroom capacity, outdoor showers, foot showers, water station	2024-\$970K	4.25	Yes	24.7	\$330,000	\$0

Nevada Heights	Glass Park	Basketball court replacement	None in the last 10 years	2.8	No	25.7	\$237,500	\$0
North Hill	Ruth Park	Installation of 2 benches near playground	None in the last 10 years	2.4	Yes	22	\$8,000	\$8,000
Peaceful Valley	Spruce Street Stairs	Replace Spruce Street Stairs	No record since not located within a Park	4.25	No	23	\$275,000	\$0
Shiloh Hills	1. Friendship Park	1. Rehabilitate the tennis and basketball courts installed in 1978.	2024-6K	2.6	No	28	\$300,000	\$0
	2. Friendship Park	2. Replace or rehabilitate water fountain at playground					\$25,000	\$25,000
West Central	AM Cannon Park	Replace sports courts and stripe for multi-use	2019-\$26.5K 2021-\$48K	3	No	29.3	\$300,000	\$0
West Hills	1. Whittier Park	Replace baseball backstop and regrade baseball diamond	None in the last 10 years	3.4	Yes	22.7	\$100,000	\$0
	2. Whittier Park	Rehabilitate tennis courts					\$300,000	\$0
	3. Whittier Park	Replace playground deck structures					\$30,000	\$30,000