



# Housing Action Subcommittee

Thursday, September 19, 2024

9:30 AM-11:00 AM

Tribal Conference Room – City Hall Lobby

Virtual meeting information below

**TIMES GIVEN ARE AN ESTIMATE AND ARE SUBJECT TO CHANGE**

	<b>Land Acknowledgement + Welcome</b>
9:30 – 9:35	Land Acknowledgement
9:35 – 9:40	Introductions + Announcements
	<b>Public Comment</b>
9:40 – 9:45	Public Comment (3 minutes each) <ul style="list-style-type: none"> <li>➤ Members of the public are invited to speak on any topic related to the Housing Action Subcommittee</li> </ul>
	<b>Committee Work Session:</b>
9:45 – 10:45	1590 Sales and Use Tax for Affordable Housing and Housing Related Services <ul style="list-style-type: none"> <li>➤ 1590/HOME RFPs + RFP Committee Recommendations</li> <li>➤ 1590 Special Budget Ordinance</li> <li>➤ 1590 Projects Status Report</li> </ul>
10:45 – 11:00	City Council Housing + Homelessness Updates
	<b>Adjournment</b>

## Virtual Meeting Information Below:

Join from the meeting link:  
[Click here to join the meeting](https://teams.microsoft.com/l/meetup-join/19%3ameeting_MDlhMzMzNjctNWUzYS00M2M2LThkYzYtMzk0NTI5ZDU3M2Mz%40thread.v2/0?context=%7b%22id%22%3a%22295fa1d6e-6a27-496e-9117-fc34d9076661%22%2c%22oid%22%3a%22eec0423b-0336-4f70-817d-e7ff3e9fc055%22%7d)  
[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_MDlhMzMzNjctNWUzYS00M2M2LThkYzYtMzk0NTI5ZDU3M2Mz%40thread.v2/0?context=%7b%22id%22%3a%22295fa1d6e-6a27-496e-9117-fc34d9076661%22%2c%22oid%22%3a%22eec0423b-0336-4f70-817d-e7ff3e9fc055%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_MDlhMzMzNjctNWUzYS00M2M2LThkYzYtMzk0NTI5ZDU3M2Mz%40thread.v2/0?context=%7b%22id%22%3a%22295fa1d6e-6a27-496e-9117-fc34d9076661%22%2c%22oid%22%3a%22eec0423b-0336-4f70-817d-e7ff3e9fc055%22%7d)

Meeting ID: 291 798 739 417  
Passcode: v5za7o  
Video Conference ID: 114 943 085 8  
[Alternate VTC instructions](#)  
Join by phone  
+1 424-566-7556,,878975113#  
Phone Conference ID: 878 975 113#

**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 Council Briefing Center in the lower level of Spokane City Hall, 808 W. Spokane Falls Blvd., is wheelchair accessible and also is equipped with an infrared assistive listening system for persons with hearing loss. Headsets may be checked out (upon presentation of picture I.D.) through the meeting organizer. Individuals requesting reasonable accommodations or further information may call, write, or email Human Resources at 509.625.6237, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or [mpiccolo@spokanecity.org](mailto:mpiccolo@spokanecity.org). Persons who are deaf or hard of hearing may contact Human Resources through the Washington Relay Service at 7 1 1. Please contact us forty-eight (48) hours before the meeting date.



**Agenda Sheet for City Council:**

**Committee:** Urban Experience **Date:** 08/12/2024

**Committee Agenda type:** Discussion

**Date Rec'd**

8/6/2024

**Clerk's File #**

RES 2024-0081

**Cross Ref #**

**Project #**

**Council Meeting Date:** 08/26/2024

**Submitting Dept**

COMMUNITY, HOUSING & HUMAN

**Bid #**

**Contact Name/Phone**

HEATHER PAGE 6578

**Requisition #**

**Contact E-Mail**

HPAGE@SPOKANECITY.ORG

**Agenda Item Type**

Resolutions

**Council Sponsor(s)**

ZZAPPONE KKLITZKE

**Agenda Item Name**

1680- 2024 AFFORDABLE HOUSING FUNDING RECOMMENDATIONS

**Agenda Wording**

Community Housing and Human Services issued a request for proposals on May 15, 2024 for projects that increase and/or preserve the supply of affordable housing serving extremely low income households in the City of Spokane.

**Summary (Background)**

The call for proposal was released after extensive discussions with community members, community leaders, and City of Spokane administration during the month of April 2024, culminating in meetings with the Spokane Alliance and Spokane Low Income Housing Consortium on May 3, 2024, and with the public at large on May 7, 2024. The May 7, 2024, meeting was posted publicly in the Spokesman Review, on the City's website, through email distribution lists, and publicly noticed by City Council staff.

Lease? NO

Grant related? YES

Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? YES

Total Cost \$ 9,067,404

Current Year Cost \$ 9,067,404

Subsequent Year(s) Cost \$

**Narrative**

**Amount**

**Budget Account**

Expense \$ 3,218,404

# 1710-95579-51010-54201-99999

Expense \$ 5,849,000

# 1595-53122-51010-54201-99999

Select \$

#

Select \$

#

\$

#

\$

#



**Continuation of Wording, Summary, Approvals, and Distribution**

**Agenda Wording**

**Summary (Background)**

**Approvals**

<b><u>Dept Head</u></b>	ANDERSON, ARIELLE M.
<b><u>Division Director</u></b>	KINDER, DAWN
<b><u>Accounting Manager</u></b>	BROWN, SKYLER
<b><u>Legal</u></b>	SCHOEDEL, ELIZABETH
<b><u>For the Mayor</u></b>	JONES, GARRETT

**Additional Approvals**

<b><u>ACCOUNTING -</u></b>	MURRAY, MICHELLE

**Distribution List**

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sbrown@spokanecity.org	

## Committee Agenda Sheet

### Urban Experience Committee

<b>Committee Date</b>	August 12, 2024
<b>Submitting Department</b>	Community, Housing, and Human Services
<b>Contact Name</b>	Heather Page
<b>Contact Email &amp; Phone</b>	<a href="mailto:hpage@spokanecity.org">hpage@spokanecity.org</a> ; 6578
<b>Council Sponsor(s)</b>	<u>Zappone, Bingle, Klitze</u>
<b>Select Agenda Item Type</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion    Time Requested: 5 minutes
<b>Agenda Item Name</b>	1680- 2024 Affordable Housing Funding Recommendations
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>On May 15, 2024, Community Housing and Human Services (CHHS), issued a Request for Proposals (RFP) for projects that increase and/or preserve the supply of affordable housing serving extremely low (30% of Area Median Income), low-income households (below 60% of Area Median Income), in the City of Spokane. The projects selected for funding will receive either Home Investment Partnership program funds or 1590 Sales and Uses Tax Revenue funds.</p> <p>The call for proposal was released after extensive discussions with community members, community leaders, and City of Spokane administration during the month of April 2024, culminating in meetings with the Spokane Alliance and Spokane Low Income Housing Consortium on May 3, 2024, and with the public at large on May 7, 2024. The May 7, 2024, meeting was posted publicly in the Spokesman Review, on the City’s website, through email distribution lists, and publicly noticed by City Council staff. Feedback gathered from the public established the 45-day timeline for the funding competition, down 15-days from what CHHS staff had initially proposed and expanded the eligible activities for funding during the 2024 funding round to include single-family home ownership. The change in timeline was to allow for affordable housing developers to provide proof of local support for their projects in their applications to Commerce, due September 18, 2024.</p> <p>The RFP was publicly noticed in the Spokesman Review, the City’s website, through email distribution lists. The online posting included links to the RFP, the scoring criteria, and the application. A technical assistance workshop was provided to interested applicants on May 28, 2024. Between May 15 and June 25, 2024, ten organizations participated in individual technical assistance meetings for the RFP and application. The application closed on June 28, 2024.</p> <p>Ten applications were received. One application did not include the budget information necessary to determine eligibility. CHHS staff contacted the applicant to request the budget information on July 3, and again on July 10, 2024, but did not receive a response. Nine applications were submitted to a modified Affordable Housing Committee for review. The Affordable Housing Committee was modified to include two members of the Housing Action Subcommittee. The Committee met on August 1, 2024, to reviews the</p>

averaged scores of the reviewers and to select project for funding. The following projects were selected for funding:

- \$749,000, HOME funds, Take Up The Cause, 4<sup>th</sup> and Pittsburg Fourplex. Acquisition of a 1-bedroom, 1-bathroom, four-unit four-plex in the East Central neighborhood, for households of seniors/elderly persons, and those at risk of homelessness earning 60% AMI or less.
- \$327,293, HOME funds, Spokane Dynamic Construction LLC, South Crystal Ridge Sirenkyi. New construction of a single-family 3-bedroom, 3-bathroom home in the Grandview/Thorpe neighborhood for eligible households who are exiting homelessness, at-risk of homelessness, and/or are eligible refugee/immigrants.
- \$2,142,111, HOME funds, Proclaim Liberty, Bethany Presbyterian Redevelopment. Demolition and a burned-out building, new construction of two, three-story, 22-unit multi-family residential buildings in the Lincoln Heights neighborhood. Units will serve 30% AMI, 50% AMI, 60% AMI households exiting homelessness, at-risk of homelessness, and seniors.
- \$1,309,172, 1590 Funds, Spokane Townhomes, LLC, South Crystal Ridge Vasilenko. New constructions in the Grandview/Thorpe neighborhood of four 3-bedroom, 3-bathroom single family homes for families exiting homelessness, at-risk of homelessness, and/or refugees/immigrants, earning 60% AMI or less.
- \$1,546,233, 1590 funds, St. John's Two, 315 W 9<sup>th</sup> Ave Seniors. New construction in the Cliff/Cannon neighborhood of a 35-unit affordable housing development for seniors. Seventeen of the units will serve households earning 30%, 50% or less AMI. The remaining units will serve households earning 80% or less AMI.
- \$1,000,000, 1590 funds, Habitat for Humanity, Scattered Site Homeownership. Single-family home ownership project for families earning 60% AMI or less and meeting one or more of the qualifying populations requirements. Funding will support the acquisition/rehabilitation of 7 single-family homes.
- \$925,707, 1590 funds, Excelsior Wellness, Wellness Properties. New construction and rehabilitation of a multi-family, multi-use, multi-income 4-story building, between the Emerson/Garfield and the Audubon/Downriver neighborhoods. Six units will serve 60% AMI or less, the remaining units will serve 80% and market-rate units.
- \$767,888, Centerstone Unlimited, Centerstone Apartments. Rehabilitation of a 17-unit affordable housing project for households experiencing chronic mental illness, earning 50% or less AMI. Funding will bring the project into City fire code compliance.
- \$300,000, Community Frameworks, Hoffman Apartments. Rehabilitation of a three-story, 16-unit multi-family affordable housing project in the Hillyard neighborhood to address needed interior and exterior work. Households include persons experiencing developmental disabilities, at-risk of homelessness, with incomes at or below 50% AMI.

A total of \$9,839,697 was requested from the nine applicants. Only \$9,094,000 in HOME and 1590 funding was available to award in the 2024

funding round. The applications received were competitive and worthy of funding. The affordable Housing Committee made the determination to partially fund two projects. By partially funding two projects that were able to provide some funding to all the projects. Please see the attached spreadsheet for a detail of the awards requested, awards granted, and the average score of each application.

The CHHS Board approved the Affordable Housing Committee's recommendations on August 7, 2024.

The funding will be provided to the recipients in a combination of grants and deferred, forgivable, low-interest, no-interest loans as determined by each applicant's per forma, as documented in the program plan circulated in August 2020. The City will secure its interest in each of the properties for the period of affordability through the written regulatory agreement, the Deed of Trust, the Promissory Note, and a covenant running with the land.

**Fiscal Impact**

**Approved in current year budget?**     Yes     No     N/A

Total Cost: \$9,067,404

Current year cost: \$9,067,404

Subsequent year(s) cost: 0

**Narrative:** HOME and 1590 funds are used to increase and preserve the affordable housing inventory for households in Spokane.

**Funding Source**             One-time     Recurring     N/A

Specify funding source: Select Funding Source\*

Grants and Taxes

1710-95579-51010-54201-99999 (HOME) and 1595-53122-51010-54201-99999 (1590)

Is this funding source sustainable for future years, months, etc?

**Expense Occurrence**     One-time     Recurring     N/A

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

**Operations Impacts** (If N/A, please give a brief description as to why)

What impacts would the proposal have on historically excluded communities?

1590 funds are specifically designated to serve persons with disabilities and behavioral health disabilities, Veterans, seniors citizens, persons who are homeless/at-risk of homelessness, unaccompanied youth and young adults, and domestic violence survivors, earning 60% AMI or less. HOME funds are allocated to projects focused on creating housing opportunities for households earning 50% AMI or less.

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?

For HOME projects, data will be collected per HUD's requirements. For 1590 projects data will be collected through Neighborly.

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

For HOME projects, data will be collected per HUD's requirements. For 1590 projects data will be collected through Neighborly.

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? HOME funded projects must align with the Consolidated Plan. Both HOME and 1590 funded projects aligned with multiple plans (Con Plan, HA Plan, CoC's 5-year Plan) in this funding round.

## RESOLUTION 2024-0081

A resolution setting forth the City Council's approval and endorsement of funding for contracts for CHHS arising from the HOME Investment Partnership program allocation, and from the 1590 Sales and Uses Tax Revenue allocation, and authorizing the execution of the applicable and appropriate contracts once formalized without further City Council action.

WHEREAS on May 3, 2024, the Community, Housing, and Human Services (CHHS) Department met with City of Spokane community members to gather public feedback on affordable housing funding priorities, and

WHEREAS on May 7, 2024, the CHHS Department held a public meeting to gather public feedback on affordable housing funding priorities, and

WHEREAS, CHHS accepted applications for affordable housing funding through an open, competitive process May 15, 2024-June 28, 2024; and

WHEREAS, on August 1, 2024, the CHHS Affordable Housing Committee thoroughly reviewed the applications and recommended nine projects for funding. These projects are:

1. Centerstone Unlimited, Centerstone Apartments, rehabilitation activities
2. Community Frameworks, Hoffman Apartments, rehabilitation activities
3. Excelsior Wellness, Wellness Properties, new construction activities
4. Habitat for Humanity, Scattered Sites Home Ownership, single-family home ownership activities
5. Proclaim Liberty, Bethany Presbyterian Redevelopment, new construction activities
6. Spokane Dynamic Construction LLC, South Crystal Ridge Sirenkyi, new construction activities
7. Spokane Townhomes LLC, South Crystal Ridge Vasilenko, new construction activities
8. St. John's Two, 315 W 9<sup>th</sup> Ave, Seniors, new construction activities
9. Take Up The Cause, 4<sup>th</sup> and Pittsburg Fourplex, acquisition activities

WHEREAS, the CHHS Board reviewed the Affordable Housing Committee's recommendations and approved the recommendations to go forward to the Spokane City Council for consideration; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Spokane formally approves and endorses the funding contracts arising from this affordable housing funding round set forth in Attachment A that will be executed once formalized;

BE IT IS FURTHER RESOLVED that the City Council authorizes the administration through CHHS and any other applicable staff to execute the appropriate contracts and related documents without further action of the City Council.



ADOPTED by the City Council this \_\_\_\_\_ day of \_\_\_\_\_,  
2024.

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

Approved as to form:

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

Agency	Project Name	Funding Requested	Funding Recommended	Funding Source	Avg Score	Units Preserved or Built	City assisted units	Eligible Activity	Project Description	Total Project Cost	Other Funders	% City Funded
Spokane Townhomes LLC	South Crystal Ridge Vasilenko	\$1,309,172	\$1,309,172	1590	96	4	4	New construction	New construction of four single-family 3-bedroom, 3-bathroom homes in the Grandview/Thorpe neighborhood for eligible households who are exiting homelessness, at-risk of homelessness, and/or are eligible refugee/immigrants, earning 60% AMI or less.	\$1,869,172.00	Spokane Townhomes	70%
Take Up the Cause	4 <sup>th</sup> and Pittsburg Fourplex	\$749,000	\$749,000	CHDO	93	4	4	Acquisition	Acquisition of a 1-bedroom, 1-bathroom, four-unit four-plex in the East Central neighborhood, for households of seniors/elderly persons, and those at risk of homelessness earning 60% AMI or less.	\$909,000.00	STCU, TUTC	82%
Spokane Dynamic Construction LLC	South Crystal Ridge Sirenkyi	\$327,293	\$327,293	HOME	93	1	1	New Construction	New construction of a single-family 3-bedroom, 3-bathroom homes in the Grandview/Thorpe neighborhood for eligible households who are exiting homelessness, at-risk of homelessness, and/or are eligible refugee/immigrants, earning 60% AMI or less.	\$467,893.00	Spokane Dynamic Construction	70%
Proclaim Liberty	Bethany Presbyterian Redevelopment	\$2,142,111	\$2,142,111	HOME	92	22	9	New Construction	Demolition of a burned-out building, new construction of two, three-story, 22-unit multi-family residential buildings in the Lincoln Heights neighborhood. Units will serve 30% AMI, 50% AMI, 60% AMI households exiting homelessness, at-risk of homelessness, and seniors.	\$8,540,822.00	Banner, PINW, Bethany, Commerce Building Communities	25%
St. John Two	315 W 9 <sup>th</sup> Ave Seniors	\$1,546,233	\$1,546,233	1590	92	35	7	New Construction	New construction in the Cliff/Cannon neighborhood of a 35-unit affordable housing development for seniors. 17 of the units will serve households earning 30%, 50% or less AMI. The remaining units will serve households earning 80% or less AMI.	\$14,752,901.00	Commerce, HOME, CHIP, St John's Two, Mortgage	11%
Community Frameworks	Hoffman Rehab	\$300,000	\$300,000	1590	87	16	14	Rehabilitation	Rehabilitation of a three-story, 16-unit multi-family affordable housing project in the Hillyard neighborhood to address needed interior and exterior work. Households include persons experiencing developmental disabilities, at-risk of homelessness, with incomes at or below 50% AMI	\$1,194,052.00	Commerce, Community Frameworks	25%
Habitat for Humanity	Scattered Site Homeownership II	\$1,450,000	\$1,000,000	1590	86	7	7	Homeownership	Single-family home ownership project for families earning 60% AMI or less and meeting one or more of the qualifying populations requirements. Funding will support the acquisition/rehabilitation of 7 single-family homes.	\$3,280,000.00	Mortgage sales, Banner Bank, Donations, Habitat	31%
Centerstone Unlimited	Centerstone Apartments	\$767,888	\$767,888	1590	85	17	16	Rehabilitation	Rehabilitation of a 17-unit affordable housing project for households experiencing chronic mental illness, earning 50% or less AMI. Funding will bring the project into City fire code compliance.	\$767,888.00	-	100%
Excelsior Wellness	Wellness Properties	\$1,248,000	\$925,707	1590	85	36-43	5	New Construction Rehabilitation	New construction and rehabilitation of a multi-family, multi-use, multi-income 4-story building, between the Emerson/Garfield and the Audubon/Downriver neighborhoods. Six units will serve 60% AMI or less, the remaining units will serve 80% and market-rate units. Final capital stack determines total units constructed.	\$10,214,053.00	Social Impact Funding, Community Reinvestment Act, Excelsior, CHIP, Mortgage	9%
Scott Family Group LLC	Scott Family Apartments	\$1,500,000	0	N/A	0	0	0	Homeownership	Did not provide required paperwork (budget was missing)	-	-	-
		\$11,339,697	\$9,067,404			142-149	67					

Preserved units	33
New Units	109-116

**Agenda Sheet for City Council:****Committee:** Urban Experience **Date:** 09/09/2024**Committee Agenda type:** Discussion**Date Rec'd**

8/27/2024

**Clerk's File #**

RES 2024-0089

**Cross Ref #****Project #****Council Meeting Date:** 09/23/2024**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)**

ZZAPPONE JBINGLE KKLITZKE

**Agenda Item Name**

1680 - 2024 HOUSING RELATED SERVICES FUNDING RECOMMENDATIONS

**Agenda Wording**

The Affordable Housing Committee and CHHS Board have provided the Housing Related Services funding recommendations for 2024 HOME-ARP program and 1590 Sales and Uses Tax Revenue funds.

**Summary (Background)**

The Housing Related Services RFP was released May 29, 2024, and closed on July 17, 2024. A total of \$4,501,000 in funding for housing related supportive services associated with affordable housing was made available through a competitive application process. Eight application packets were recommended for funding by the Affordable Housing Committee. On September 4, 2024, the CHHS Board reviewed and approved the Affordable Housing Committee's recommendations.

Lease? NO

Grant related? YES

Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? YES

Total Cost \$ 2,954,451

Current Year Cost \$ 2,954,451

Subsequent Year(s) Cost \$

**Narrative**

Expenses for HOME-ARP funded projects will be reimbursed by HUD during grant draw process for the HOME-ARP.

**Amount****Budget Account**

Expense \$ 1,779,440

# 1710-95657-51010-54201-99999 (HOME-ARP)

Expense \$ 1,175,011

# 1595-53122-51010-54201-99999 (1590)

Select \$

#

Select \$

#

Select \$

#

Select \$

#



**Continuation of Wording, Summary, Approvals, and Distribution**

**Agenda Wording**

CHHS is requesting approval to allocate funds and to enter into legal agreements for the recommended projects.

**Summary (Background)**

The CHHS Board approved funding recommendations are included in the attached briefing paper.

**Approvals**

<b><u>Dept Head</u></b>	ANDERSON, ARIELLE M.
<b><u>Division Director</u></b>	KINDER, DAWN
<b><u>Accounting Manager</u></b>	ORLOB, KIMBERLY
<b><u>Legal</u></b>	PICCOLO, MIKE
<b><u>For the Mayor</u></b>	PICCOLO, MIKE

**Additional Approvals**

<b><u>ACCOUNTING -</u></b>	MURRAY, MICHELLE

**Distribution List**

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dkinder@spokanecity.org	

## Committee Agenda Sheet

### Urban Experience Committee

<b>Committee Date</b>	September 9, 2024
<b>Submitting Department</b>	Community, Housing, and Human Services
<b>Contact Name</b>	Heather Page
<b>Contact Email &amp; Phone</b>	<a href="mailto:hpage@spokanecity.org">hpage@spokanecity.org</a> ; 6578; <a href="mailto:jgammal@spokanecity.org">jgammal@spokanecity.org</a> ; 6056
<b>Council Sponsor(s)</b>	<u>Zappone, Bingle, Klitze</u>
<b>Select Agenda Item Type</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion    Time Requested: 5 minutes
<b>Agenda Item Name</b>	1680- 2024 Housing Related Services Funding Recommendations
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda <input type="checkbox"/> Information Only
<b>Summary (Background)</b>  *use the Fiscal Impact box below for relevant financial information	<p>On May 29, 2024, Community Housing and Human Services (CHHS), issued a Request for Proposals (RFP) for projects that increase the offering of housing related services to qualifying households connected with affordable housing. The projects selected for funding will receive either Home Investment Partnership-ARP program funds or 1590 Sales and Uses Tax Revenue funds.</p> <p>\$2,546,000 was available from HOME-ARP and \$1,955,000 was available from 1590 Sales and Uses Tax Revenue funds for the Housing Related Services funding round.</p> <p>The call for proposal was released after extensive discussions with community members, community leaders, and City of Spokane administration during the month of April 2024, culminating in meetings with the Spokane Alliance and Spokane Low Income Housing Consortium on May 3, 2024, and with the public at large on May 7, 2024. The May 7, 2024, meeting was posted publicly in the Spokesman Review, on the City’s website, through email distribution lists, and publicly noticed by City Council staff. The Housing Related Services RFP was released later than the Affordable Housing Development RFP to allow time for the vendor to build the new Housing Related Services application.</p> <p>The Housing Related Services RFP was publicly noticed in the Spokesman Review, on the City’s website, and through email distribution lists. The online posting included links to the RFP, the scoring criteria, and the application. A technical assistance workshop was provided to interested applicants on June 11, 2024. Between May 29, and July 17, 2024, eight organizations participated in individual technical assistance meetings for the RFP and application. The application closed on July 17, 2024.</p> <p>Ten applications were received. Two applications requested funding for ineligible activities in this funding round and were not considered for funding. A modified Affordable Housing Committee met on August 15, 2024, to review the averaged scores of the reviewers and to select project for funding. The Affordable Housing Committee was modified to include two members of the Housing Action Subcommittee. The following projects were recommended for funding:</p>

- **\$1,000,000, HOME-ARP funds, Thrive International, Supportive Housing Services Project.** Project will use funding for supportive services and program administration. Project will serve all qualifying HOME-ARP populations, with a focus on homeless and at-risk of homelessness households. Thrive anticipates serving 350 households.
- **\$159,940, HOME-ARP funds, Transitions, New Leaf Project.** Transitions will use funds to provide vocational supportive services to 143 households. New Leaf will serve all HOME-ARP qualifying populations, with a focus on homeless and at-risk of homelessness households.
- **\$428,677, 1590 funds, YWCA, DV Victim Services.** YWCA will use funding for supportive services. Project will serve approximately 260 households fleeing DV, earning 60% AMI or less.
- **\$355,060, 1590 Funds, Community Frameworks, Multi-Site Housing Related Services.** Requested funding to be used on supportive services, operations/maintenance across five properties. Anticipate serving 100 households, to include households exiting homelessness, or households of disabled persons earning 60% AMI or less.
- **\$250,326, 1590 funds, Transitions, Transitional Living Center project.** Project will use funding for supportive services and operations/maintenance. The TLC will serve households exiting homelessness, at-risk of homelessness, fleeing DV and earning 60% AMI or less. TLC anticipates serving approximately 21 households.
- **\$619,500, HOME-ARP funds, Tenants Union, Tenant Education & Empowerment project.** Tenants Union will use the funding for supportive services and program administration. The project will serve all HOME-ARP qualifying populations and anticipates serving 360 individuals.
- **\$73,164, 1590 funds, VOA, Hope House Emergency Shelter.** VOA will use the funds for supportive services and program administration. They will serve homeless, and any other qualifying population earning 60% or less AMI. VOA anticipates serving 461 individuals with this funding.
- **\$67,784, 1590 funds, VOA, Young Adult Shelter.** VOA will use the funds for supportive services. They will serve homeless, and at-risk of homelessness Youth and Young Adults earning 60% or less AMI. VOA anticipates serving 292 individuals with this funding.

A total of \$2,954,451 was requested from the eight applicants. The Affordable Housing Committee recommended full funding for all eight projects. After funding the eligible projects, \$766,560 remains in HOME-ARP funding, and \$779,989 remains in 1590 funding for a future funding round.

The CHHS Board approved the Affordable Housing Committee's recommendations on September 4, 2024.

The funding will be provided to the recipients as grants.

**Fiscal Impact**

Approved in current year budget?  Yes  No  N/A

Total Cost: \$2,954,451

Current year cost: \$2,954,451

Subsequent year(s) cost: 0

**Narrative:** Funding includes \$1,779,440 in HOME-ARP funding, and \$1,175,011 in 1590 funding

**Funding Source**       One-time       Recurring       N/A

Specify funding source: Select Funding Source\*

Grants and Taxes

1710-95657-51010-54201-99999 (HOME-ARP) and 1595-53122-51010-54201-99999 (1590)

Is this funding source sustainable for future years, months, etc?

**Expense Occurrence**       One-time       Recurring       N/A

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

**Operations Impacts** (If N/A, please give a brief description as to why)

What impacts would the proposal have on historically excluded communities?

1590 funds are specifically designated to serve persons with disabilities and behavioral health disabilities, Veterans, seniors citizens, persons who are homeless/at-risk of homelessness, unaccompanied youth and young adults, and domestic violence survivors, earning 60% AMI or less. HOME-ARP funds are allocated to projects focused on serving vulnerable populations regardless of 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?

For HOME-ARP projects, data will be collected per HUD's requirements. For 1590 projects data will be collected through Neighborly.

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

For HOME-ARP projects, data will be collected per HUD's requirements. For 1590 projects data will be collected through Neighborly.

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? HOME-ARP funded projects must align with the Consolidated Plan. Both HOME and 1590 funded projects aligned with multiple plans (Con Plan, HA Plan, CoC's 5-year Plan) in this funding round.

## RESOLUTION 2024-0089

A resolution setting forth the City Council's approval and endorsement of funding for contracts for CHHS arising from the HOME-ARP program allocation, and from the 1590 Sales and Uses Tax Revenue allocation for housing related services and authorizing the execution of the applicable and appropriate contracts once formalized without further City Council action.

WHEREAS on May 3, 2024, the Community, Housing, and Human Services (CHHS) Department met with City of Spokane community members to gather public feedback on affordable housing funding priorities, and

WHEREAS on May 7, 2024, the CHHS Department held a public meeting to gather public feedback on funding priorities, and

WHEREAS, CHHS accepted applications for housing related services funding through an open, competitive process May 29, 2024-July 17, 2024; and

WHEREAS, on September 4, 2024, the CHHS Affordable Housing Committee thoroughly reviewed the applications and recommended eight projects for funding. These projects are:

1. Thrive International, Supportive Housing Services, supportive services and program administration activities.
2. Transitions, New Leaf, vocational supportive services activities
3. YWCA, DV Victim Services, supportive services activities
4. Community Frameworks, Scattered Sites, supportive services activities
5. Transitions, Transitional Living Center, supportive services, and operations/maintenance activities
6. Tenants Union, Tenant Education & Empowerment, supportive services and program administration
7. Volunteers of America Eastern WA & Northern ID, Hope House Emergency Shelter, supportive services and program administration
8. Volunteers of America Eastern WA & Northern ID, Young Adult Shelter, supportive services activities.

WHEREAS, the CHHS Board reviewed the Affordable Housing Committee's recommendations and approved the recommendations to go forward to the Spokane City Council for consideration; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Spokane formally approves and endorses the funding contracts arising from this housing related services funding round set forth in Attachment A that will be executed once formalized;

BE IT IS FURTHER RESOLVED that the City Council authorizes the administration through CHHS and any other applicable staff to execute the appropriate contracts and related documents without further action of the City Council.



ADOPTED by the City Council this \_\_\_\_\_ day of \_\_\_\_\_,  
2024.

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

Approved as to form:

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

2024 HOUSING RELATED SERVICES APPLICATION TRACKING LOG

Funding Source	Project Organization	Project Name	Project Location	Project Type	Qualifying Populations	Annual Assistance Requested	Total Amount Requested From City	Amount of Funding Recommendation	Score
HOME-ARP	Thrive International	Thrive International Supportive Housing Services Project	110 E. 4th Ave	Supportive services, program admin	Homeless, at-risk of homelessness, any other QP that meets requirements	\$333,333	\$1,000,000	\$1,000,000.00	92
HOME-ARP	Transitions	New Leaf	Scattered Sites	Vocational and supportive services	Homeless, at-risk of homelessness, any other QP that meets requirements	\$53,312	\$159,940	\$159,940.00	90
1590	YWCA	Services for Special Populations: DV Victim Services	930 N. Monroe	Supportive services	Households fleeing DV, 60% AMI	\$244,578	\$428,677	\$428,677.00	90
1590	Community Frameworks	CF Multi-Site Housing-Related Services	424 W 7th Ave, 315 W MISSION AVE, 3024 E HOFFMAN AVE. 1 S	Supportive services, ops/maintenance	Disabled, Homeless, 60% AMI	\$177,530	\$355,060	\$355,060.00	90
1590	Transitions	TLC	3128 N. Hemlock St	Supportive services, ops/maintenance	Exiting homelessness, at-risk of homelessness, fleeing DV, 60% AMI	\$125,163	\$250,326	\$250,326.00	88
HOME-ARP	Tenants Union	Tenant Education & Empowerment in Spokane	25 W. Main Third Floor Suite 217	Supportive services, program admin	Will serve all QPs	\$206,500	\$619,500	\$619,500.00	86
1590	Volunteers of America E WA & N ID	Hope House Emergency Shelter	318 S Adams	Supportive services, program admin	Homeless, all other QPs, 60% AMI	\$36,582	\$73,164	\$73,164.00	86
1590	Volunteers of America E WA & N ID	Young Adult Shelter	3104 E Augusta Avenue	Supportive services	Homeless, at-risk of homelessness Youth and Young Adults, 60% AMI	\$33,892	\$67,784	\$67,784.00	85
Not eligible	Providence Community Clinic	Housing is Health Care Service Expansion	32 W 2nd Ave.	Street outreach	-	-	-	-	-
Not eligible	Jewels Helping Hands	Transitional housing for medically fragile individuals	904 E. Hartson	Building acquisition, supportive services for building	-	-	-	-	-

\$2,546,000	HOME-ARP Available	\$1,779,440	HOME-ARP Allocated	\$766,560	HOME-ARP Remaining
\$1,955,000	1590 Available	\$1,175,011	1590 Allocated	\$779,989	1590 Remaining
\$4,501,000.00	Total Available	\$2,954,451	Total Allocated		



**Agenda Sheet for City Council:**

**Committee:** Urban Experience **Date:** 09/09/2024

**Committee Agenda type:** Discussion

**Date Rec'd**

8/28/2024

**Clerk's File #**

ORD C36572

**Cross Ref #**

**Project #**

**Council Meeting Date:** 09/23/2024

**Submitting Dept**

COMMUNITY, HOUSING & HUMAN

**Bid #**

**Contact Name/Phone**

HEATHER PAGE 625-6578

**Requisition #**

**Contact E-Mail**

HPAGE@SPOKANECITY.ORG

**Agenda Item Type**

Special Budget Ordinance

**Council Sponsor(s)**

ZZAPPONE JBINGLE KKLITZKE

**Agenda Item Name**

1680 - SBO - CHHS HOUSING SALES TAX PROJECTS (1590 MONEY)

**Agenda Wording**

CHHS is requesting approval of an SBO for \$11,800,000 in HB1590 Sales and Uses Tax Revenue funds. The purpose of these funds is to increase affordable housing opportunities for Spokane through a combination of capital and service projects.

**Summary (Background)**

The SBO is needed because these expenses were not budgeted during the annual budgeting process. CHHS will need the SBO approved to reimburse the individuals identified in the RFP processes, as well as the City's admin costs. Funds will be distributed through competitive RFP processes in three separate RFPs. The first RFP was released May 15, 2024, the second RFP was released May 29, 2024, and the date of release for the third RFP is still to be determined.

Lease? NO

Grant related? NO

Public Works? NO

**Fiscal Impact**

Approved in Current Year Budget? NO

Total Cost \$ 12,059,000

Current Year Cost \$ 12,059,000

Subsequent Year(s) Cost \$ TBD

**Narrative**

**Amount**

**Budget Account**

Expense \$ 8,850,000

# 1595-53121-51010-54201-99999

Expense \$ 2,950,000

# 1595-53126-51010-54201-99999

Expense \$ 259,000

# 1595-53127-51030-5XXXX-99999

Select \$

#

\$

#

\$

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## Council Briefing Paper Urban Experience Committee

<b>Committee Date</b>	September 9, 2024														
<b>Submitting Department</b>	Community, Housing, and Human Services														
<b>Contact Name</b>	Heather Page														
<b>Contact Email &amp; Phone</b>	<a href="mailto:hpage@spokanecity.org">hpage@spokanecity.org</a> , 6578														
<b>Council Sponsor(s)</b>	Zappone, Bingle, Klitzke														
<b>Select Agenda Item Type</b>	<input checked="" type="checkbox"/> Discussion    Time Requested: 5 minutes														
<b>Agenda Item Name</b>	Special Budget Ordinance – CHHS Housing Sales Tax Projects (1590 Money)														
<b>Grant Item</b>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No														
<b>Proposed Council Action</b>	<input checked="" type="checkbox"/> Approval to proceed to Legislative Agenda														
<p><b>Summary</b></p> <p><b>What is the specific purpose or need for the budget adjustment?</b></p> <p><b>What changes or developments have triggered this request?</b></p>	<p>CHHS is requesting approval of an SBO for \$11,800,000 in HB1590 Sales and Uses Tax Revenue funds. The purpose of these funds is to increase affordable housing opportunities for Spokane through a combination of capital and service projects.</p> <p>The SBO is needed because these expenses were not budgeted during the annual budgeting process. CHHS will need the SBO approved to reimburse the individuals identified in the RFP processes, as well as the City’s admin costs.</p> <p>Seventy-five percent (75%) of the funds will be used for capital projects contributing to the development/construction/ preservation of affordable housing. Twenty-five percent (25%) of the funds will be used for service-related projects.</p> <p>Approximately thirty-three percent (33%) of the funding will be set aside specifically to address behavioral health facilities and services needs. The remaining sixty-six percent (66%) of the funds will be used for affordable housing facilities and services.</p> <table border="1" style="width: 100%; border-collapse: collapse; margin: 10px 0;"> <thead> <tr> <th style="width: 30%;"></th> <th style="width: 20%;">75/25 Split</th> <th style="width: 20%;">Affordable Housing (2/3)</th> <th style="width: 30%;">Behavioral Health (1/3)</th> </tr> </thead> <tbody> <tr> <td>Capital</td> <td>\$8,850,000</td> <td>\$5,850,000</td> <td>\$3,000,000</td> </tr> <tr> <td>Services</td> <td>\$2,950,000</td> <td>\$1,955,000</td> <td>\$995,000</td> </tr> </tbody> </table> <p>Funds will be distributed through competitive RFP processes in three separate RFPs. The first RFP was released May 15, 2024, the second RFP was released May 29, 2024, and the date of release for the third RFP is still to be determined.</p> <p>The administrative costs associated with the funding is \$259,000, 2.5% of each project funded.</p>				75/25 Split	Affordable Housing (2/3)	Behavioral Health (1/3)	Capital	\$8,850,000	\$5,850,000	\$3,000,000	Services	\$2,950,000	\$1,955,000	\$995,000
	75/25 Split	Affordable Housing (2/3)	Behavioral Health (1/3)												
Capital	\$8,850,000	\$5,850,000	\$3,000,000												
Services	\$2,950,000	\$1,955,000	\$995,000												
<b>Fiscal Impact</b>															

**Approved in current year budget?**     Yes    No    N/A

Total Cost: \$12,059,000

Current year cost: \$12,059,000

Subsequent year(s) cost: TBD

**Funding Source**             One-time     Recurring     N/A

Specify funding source: Taxes

Is this funding source sustainable for future years, months, etc? [Click or tap here to enter text.](#)

**Expense Occurrence**     One-time     Recurring     N/A

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

**Operations Impacts (If N/A, please give a brief description as to why)**

- What are the net impacts this adjustment will have on the specifically affected line items?

\$259,000 increase to City Admin expenses; \$8,850,000 increase to affordable housing contractual services; \$2,950,000 increase to affordable housing services contractual services.

- What operational changes will occur because of this adjustment?

CHHS will issue RFPs, facilitate through committee project selection and funding allocation requests, issue contracts, review and approve invoices, and provide technical support to recipients throughout the affordability period or contract term.

- What are the potential risks or consequences of not approving the budget adjustment?

The projects will not be funded if the expense budget increase does not occur. If it is not approved, the individuals in the RFP will be notified they are no longer receiving the award.

- 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?

HB1590 projects align with the Consolidated Plan, HA Plan.

**What current racial and other inequities might this special budget ordinance address?**

The proposals selected for funding will provide housing and services to underserved communities through the development of affordable housing and housing related services for qualifying populations earning 60% AMI or less.

ORDINANCE NO C36572

An ordinance amending Ordinance No. C36467, passed by the City Council November 27, 2023, and entitled, "An ordinance adopting the Annual Budget of the City of Spokane for 2024, making appropriations to the various funds of the City of Spokane government for the fiscal year ending December 31, 2024, and providing it shall take effect immediately upon passage," and declaring an emergency.

WHEREAS, subsequent to the adoption of the 2024 budget Ordinance No. C36467, as above entitled, and which passed the City Council November 27, 2023, it is necessary to make changes in the appropriations of the Housing Local Sales Tax 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 of Spokane does ordain:

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

- 1) Increase appropriation by \$12,059,000.
  - A) Of the increased appropriation, \$11,800,000 is provided solely for contractual services.
  - B) Of the increased appropriation, \$259,000 is provided solely for the City's administrative costs, including salaries, benefits, supplies and equipment.

Section 2. It is, therefore, by the City Council declared that an urgency and emergency exists for making the changes set forth herein, such urgency and emergency arising from the recent request for proposals to spend housing sales tax funding, 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

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

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

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