

**CITY COUNCIL MEETINGS
RULES – PUBLIC DECORUM**

Strict adherence to the following rules of decorum by the public will be observed and adhered to during City Council meetings, including open forum, public comment period on legislative items, and Council deliberations:

- 1. No Clapping!**
- 2. No Cheering!**
- 3. No Booing!**
- 4. No public outbursts!**
- 5. Three-minute time limit for comments made during open forum and public testimony on legislative items!**
- 6. No person shall be permitted to speak at open forum more often than once per month. In**

addition, please silence your cell phones when entering the Council Chambers!

Further, keep the following City Council Rules in mind:

Rule 2.2 Open Forum

2.2.4 The open forum is a limited public forum and all matters discussed shall relate to affairs of the City. No person may use the open forum to speak on such matters and in such a manner as to violate the laws governing the conduct of municipal affairs. No person shall be permitted to speak on matters related to the current or advance agendas, potential or pending hearing items, or ballot propositions for a pending election. Individuals speaking during the open forum shall address their comments to the Council President and shall not make personal comment or verbal insults about any individual.

2.2.6 In an effort to encourage wider participation in open forum so that the Council can hear a wide array of citizen comment, no person shall be permitted to speak at open forum more often than once per month. However, this limitation has no effect on the public comment rules concerning items on the Council's current legislative agenda, special consideration items, hearing items, and other items before the City Council requiring Council action that are not adjudicatory or administrative in nature, as specified in Rules 5.3 and 5.4.

Rule 5.4 Public Testimony Regarding Legislative Agenda Items – Time Limits

5.4.1 The City Council shall take public testimony on all matters included on its legislative agenda. There shall be no public testimony on matters on the Council's administrative consent agenda or in regards to procedural, parliamentary, or administrative matters of the Council. There also shall be no public testimony regarding amendments to legislative agenda items. Public testimony shall be limited to the final Council action.

Public testimony shall be limited to three (3) minutes per speaker, unless, at his or her discretion, the Chair determines that, because of the number of speakers signed up to testify, less time will need to be allocated per speaker in order to accommodate all of the speakers. The Chair may allow additional time if the speaker is asked to respond to questions from the Council. At the Chair's discretion, several speakers may allot their time to one speaker who shall speak on behalf of the other individuals for a period of time determined by the Chair.

For legislative or hearing items that may affect an identifiable individual, association, or group, the following procedure may be implemented:

- A. Following an assessment by the Chair of factors such as complexity of the issue(s), the apparent number of people indicating a desire to testify, representation by designated spokespersons, etc., the Chair shall, in the absence of objection by the majority of the Council present, impose the following procedural time limitations for taking public testimony regarding legislative matters:
 1. There shall be up to fifteen (15) minutes for staff, board, or commission presentation of background information, if any.
 2. The designated representative of the proponents of the issue shall speak first and may include within his or her presentation the testimony of expert witnesses, visual displays, and any other reasonable methods of presenting the case. Up to thirty (30) minutes shall be granted for the proponent's presentation. If there be more than one designated representative, they shall allocate the 30 minutes between or among themselves.
 3. Three minutes shall be granted for any other person not associated with the designated representative who wishes to speak on behalf of the proponent's position.
 4. The designated representative, if any, of the opponents of the issue shall speak following the presentation of the testimony of expert witnesses, visual displays, and any other reasonable methods of presenting the case. The designated representative(s) of the opponents shall have the same time allotted as provided for the proponents.
 5. Three minutes shall be granted for any other person not associated with the designated representative who wishes to speak on behalf of the opponents' position.
 6. Up to ten minutes of rebuttal time shall be granted to the designated representative for each side, the proponents speaking first, the opponents speaking second.
- B. In the event the party or parties representing one side of an issue has a designated representative and the other side does not, the Chair shall publicly ask the unrepresented side if they wish to designate one or more persons to utilize the time allotted for the designated representative. If no such designation is made,

each person wishing to speak on behalf of the unrepresented side shall be granted three minutes to present his/her position, and no additional compensating time shall be allowed due to the fact that the side has no designated representative.

- C. In the event there appears to be more than two groups wishing to advocate their distinct positions on a specific issue, the Chair may grant the same procedural and time allowances to each group or groups, as stated previously.
- D. The time taken for staff or Council member questions and responses thereto shall be in addition to the time allotted for any individual or designated representative's testimony.

THE CITY OF SPOKANE



ADVANCE COUNCIL AGENDA

MEETING OF MONDAY, DECEMBER 11, 2017

MISSION STATEMENT

TO DELIVER EFFICIENT AND EFFECTIVE SERVICES
THAT FACILITATE ECONOMIC OPPORTUNITY
AND ENHANCE QUALITY OF LIFE.

MAYOR DAVID A. CONDON

COUNCIL PRESIDENT BEN STUCKART

COUNCIL MEMBER BREEAN BEGGS

COUNCIL MEMBER MIKE FAGAN

COUNCIL MEMBER LORI KINNEAR

COUNCIL MEMBER CANDACE MUMM

COUNCIL MEMBER KAREN STRATTON

COUNCIL MEMBER AMBER WALDREF

CITY COUNCIL CHAMBERS
CITY HALL

808 W. SPOKANE FALLS BLVD.
SPOKANE, WA 99201

CITY COUNCIL BRIEFING SESSION

Council will adopt the Administrative Session Consent Agenda after they have had appropriate discussion. Items may be moved to the 6:00 p.m. Legislative Session for formal consideration by the Council at the request of any Council Member.

SPOKANE CITY COUNCIL BRIEFING SESSIONS (BEGINNING AT 3:30 P.M. EACH MONDAY) AND LEGISLATIVE SESSIONS (BEGINNING AT 6:00 P.M. EACH MONDAY) ARE BROADCAST LIVE ON CITY CABLE CHANNEL FIVE AND STREAMED LIVE ON THE CHANNEL FIVE WEBSITE. THE SESSIONS ARE REPLAYED ON CHANNEL FIVE ON THURSDAYS AT 6:00 P.M. AND FRIDAYS AT 10:00 A.M.

The Briefing Session is open to the public, but will be a workshop meeting. Discussion will be limited to Council Members and appropriate Staff and Counsel. There will be an opportunity for the expression of public views on any issue not relating to the Current or Advance Agendas during the Open Forum at the beginning and the conclusion of the Legislative Agenda.

ADDRESSING THE COUNCIL

- No one may speak without first being recognized for that purpose by the Chair. Except for named parties to an adjudicative hearing, a person may be required to sign a sign-up sheet as a condition of recognition.
- Each person speaking at the public microphone shall print his or her name and address on the sheet provided at the entrance and verbally identify him/herself by name, address and, if appropriate, representative capacity.
- If you are submitting letters or documents to the Council Members, please provide a minimum of ten copies via the City Clerk. The City Clerk is responsible for officially filing and distributing your submittal.
- In order that evidence and expressions of opinion be included in the record and that decorum befitting a deliberative process be maintained, modes of expression such as demonstration, banners, applause and the like will not be permitted.
- A speaker asserting a statement of fact may be asked to document and identify the source of the factual datum being asserted.

SPEAKING TIME LIMITS: Unless deemed otherwise by the Chair, each person addressing the Council shall be limited to a three-minute speaking time.

CITY COUNCIL AGENDA: The City Council Advance and Current Agendas may be obtained prior to Council Meetings from the Office of the City Clerk during regular business hours (8 a.m. - 5 p.m.). The Agenda may also be accessed on the City website at www.spokanecity.org. Agenda items are available for public review in the Office of the City Clerk during regular business hours.

AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION: The City of Spokane is committed to providing equal access to its facilities, programs and services for persons with disabilities. The Spokane City Council Chamber in the lower level of Spokane City Hall, 808 W. Spokane Falls Blvd., is wheelchair accessible and also is equipped with an infrared assistive listening system for persons with hearing loss. Headsets may be checked out (upon presentation of picture I.D.) at the City Cable 5 Production Booth located on the First Floor of the Municipal Building, directly above the Chase Gallery or through the meeting organizer. Individuals requesting reasonable accommodations or further information may call, write, or email Human Resources at 509.625.6383, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or msteinolfson@spokanecity.org. Persons who are deaf or hard of hearing may contact Human Resources through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

If you have questions, please call the Agenda Hotline at 625-6350.

BRIEFING SESSION

(3:30 p.m.)

(Council Chambers Lower Level of City Hall)

(No Public Testimony Taken)

Council Reports

Staff Reports

Committee Reports

Advance Agenda Review

Current Agenda Review

ADMINISTRATIVE SESSION

Roll Call of Council

CONSENT AGENDA

REPORTS, CONTRACTS AND CLAIMS

RECOMMENDATION

- | | | |
|--|----------------|------------------------------|
| 1. Blanket Order with Roadwise Inc. (Tacoma, WA) for liquid deicer for the City Street Department—estimated annual usage is 8000 tons estimated cost of \$1,400,000 (incl. tax).
Gary Kaesemeyer | Approve | OPR 2017-0835 |
| 2. Value Blanket Renewal with Connell Oil (Spokane, WA) for the Fleet Services Department for lubricants utilizing Washington State Contract #02411—\$300,000.
Steve Riggs | Approve | OPR 2015-0730 |
| 3. Purchases by Fleet Services of: | Approve
All | |
| a. eleven cab and chassis with various Truck Bodies and Accessories from Freightliner Northwest and Columbia Ford (Longview, WA) for various departments—\$982,402.95. | | OPR 2017-0836
BID 4401-17 |
| b. two Ford F350s from Columbia Ford (Longview, WA) utilizing state contract #05916 for the Street Department—\$68,599.86 (incl. tax)
Steve Riggs | | OPR 2017-0837 |

4. Value Blanket orders for Fleet Services with: Approve
All
- a. Goodyear Commercial Tire and Services (Spokane, WA) for the purchase of Duraseal and Police tires using Washington State Contract #01712 from December 1, 2017 through March 31, 2019—Estimated expenditure of \$625,000. OPR 2017-0838
 - b. GCR Tires, Inc. (Spokane, WA) for the purchase of miscellaneous new tires using state contract #01712—\$524,375. OPR 2017-0839
 - c. Washington Auto Carriage (Spokane, WA) for the purchase of Wausau snow plow parts for three years with one, two year renewal—\$75,000. OPR 2017-0840
- Steve Riggs**
5. Three-Year Contracts for Fleet Services for auto body repair services with: Approve
All
- a. Toby's Body and Fender, Inc. (primary contractor)—\$260,000. OPR 2017-0841
BID 4394-17
 - b. Watson Paint and Body Works, Inc. (secondary contractor)—\$40,000. OPR 2017-0842
BID 4394-17
- Steve Riggs**
6. Contracts for Calendar Year 2018 with Spokane Neighborhood Action Partners utilizing HUD CDBG funds to: Approve
All
- a. make Essential Repair Program home repair grants to low-income homeowners—\$520,000. OPR 2017-0843
 - b. manage the Single Family Rehabilitation home rehab loan program for low-income homeowners—\$1,288,641. OPR 2017-0844
BID 4076-14
- Paul Trautman**
7. Contract with Truepoint Solutions, LLC (Incline Village, NV) for Accela software professional services and support to create an online complaint form for the Code Enforcement Department from November 15, 2017 through February 28, 2018 unless terminated sooner—\$48,760. Approve
OPR 2017-0845
- Luis Garcia**
8. Contract with Colvico Inc. (Spokane, WA) for replacement of the Ray Street Well Station Transformer—\$105,1180 (incl. tax). Approve
OPR 2017-0846
BID 4413-17
- Steve Burns**

9. Report of the Mayor of pending: Approve &
Authorize
Payments CPR 2017-0002
- a. Claims and payments of previously approved obligations, including those of Parks and Library, through _____, 2017, total \$_____, with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$_____.
- b. Payroll claims of previously approved obligations through _____, 2017: \$_____. CPR 2017-0003
10. City Council Meeting Minutes: _____, 2017. Approve
All CPR 2017-0013

EXECUTIVE SESSION

(Closed Session of Council)

(Executive Session may be held or reconvened during the 6:00 p.m. Legislative Session)

CITY COUNCIL SESSION

(May be held or reconvened following the 3:30 p.m. Administrative Session)
(Council Briefing Center)

This session may be held for the purpose of City Council meeting with Mayoral nominees to Boards and/or Commissions. The session is open to the public.

LEGISLATIVE SESSION

(6:00 P.M.)

(Council Reconvenes in Council Chamber)

WORDS OF INSPIRATION

PLEDGE OF ALLEGIANCE

ROLL CALL OF COUNCIL

ANNOUNCEMENTS

(Announcements regarding Changes to the City Council Agenda)

NO BOARDS AND COMMISSIONS APPOINTMENTS

ADMINISTRATIVE REPORT

COUNCIL COMMITTEE REPORTS

(Committee Reports for Finance, Neighborhoods, Public Safety, Public Works, and Planning/Community and Economic Development Committees and other Boards and Commissions)

OPEN FORUM

This is an opportunity for citizens to discuss items of interest not relating to the Current or Advance Agendas nor relating to political campaigns/items on upcoming election ballots. This Forum shall be for a period of time not to exceed thirty minutes. After all the matters on the Agenda have been acted on, unless it is 10:00 p.m. or later, the open forum shall continue for a period of time not to exceed thirty minutes. Each speaker will be limited to three minutes, unless otherwise deemed by the Chair. If you wish to speak at the forum, please sign up on the sign-up sheet located in the Chase Gallery.

Note: No person shall be permitted to speak at Open Forum more often than once per month (Council Rule 2.2.6).

LEGISLATIVE AGENDA

SPECIAL BUDGET ORDINANCES

(Require Five Affirmative, Recorded Roll Call Votes)

Ordinance C35567 amending Ordinance No. C35457 passed by the City Council November 28, 2016, and entitled, "An Ordinance adopting the Annual Budget of the City of Spokane for 2017, making appropriations to the various funds, departments and programs of the City of Spokane government for the fiscal year ending December 31, 2017, and providing it shall take effect immediately upon passage, and declaring an emergency and appropriating funds in:

Solid Waste Collection Fund

FROM: Unappropriated Reserves, \$1,800,000;

TO: Operating Transfer Out - Disposal, same amount.

(This action provides additional funds for the purpose of an operating transfer from the Solid Waste Collections Department to the Solid Waste Disposal Department due to increased tonnage processed in 2017.)

Scott Windsor

NO EMERGENCY ORDINANCES

RESOLUTIONS & FINAL READING ORDINANCES(Require Four Affirmative, Recorded Roll Call Votes)

- RES 2017-0100 Amending the City Council's rules of procedure.
Council Member Waldref
- RES 2017-0101 Adopting the City of Spokane's Joint Strategic Plan.
Council Member Waldref
- RES 2017-0102 Of the City of Spokane, Washington, granting Comcast Cable Communications Management LLC a Franchise Extension through June 30, 2018.
Brian Coddington
- RES 2017-0103 Joint City, County, and Spokane Airport Board Resolution for new hangar and gateway improvements at Felts Field Airport—expense of \$5,000,000.
Lawrence Krauter
- ORD C35565 Adopting the Annual Budget of the City of Spokane for 2018, making appropriations to the various funds of the City of Spokane for the year ending December 31, 2018, providing it shall take effect immediately upon passage. (Deferred from November 20, 2017, Agenda) (Note: Budget hearing closed December 4, 2017)
Crystal Marchand
- ORD C35566 Relating to the Salary Review Commission; amending SMC sections 2.05.010, 2.05.020, 2.05.030, 2.05.040, 2.05.050, 2.05.060, and 2.05.070.
Council President Stuckart

FIRST READING ORDINANCES

(No Public Testimony Will Be Taken)

- ORD C35568 Changing the zone from Residential Single-Family (RSF) to Residential Single-Family Compact (RSF-C) for property located 1217 E 5th Ave in the City and County of Spokane, State of Washington, by amending the Official Zoning Map.
Ali Brast
- ORD C35569 Approving and confirming the 2018 assessments and assessment roll for the East Sprague Parking and Business Improvement Area, prepared under Ordinance No. C35377 as codified and amended in Chapter 4.31C SMC.
Melissa Owen
- ORD C35570 Approving & confirming the 2018 assessments and assessment roll for the Downtown Parking and Business Improvement Area (Business Improvement District - BID), prepared under Ordinance No. C32923 as codified & amended in Chapter 4.31 SMC.
Jonathan Mallahan
- ORD C35571 Enacting the Spokane Fair Elections Code; instituting campaign contribution limits and disclosure requirements; amending chapter 01.07 and sections 01.02.950, 01.05.210, 07.06.500, and 07.08.149 of the Spokane Municipal Code.
Council President Stuckart & Council Member Beggs

FURTHER ACTION DEFERRED

NO SPECIAL CONSIDERATIONS

NO HEARINGS

Motion to Approve Advance Agenda for December 11, 2017 (per Council Rule 2.1.2)

OPEN FORUM (CONTINUED)

This is an opportunity for citizens to discuss items of interest not relating to the Current or Advance Agendas nor relating to political campaigns/items on upcoming election ballots. This Forum shall be for a period of time not to exceed thirty minutes. After all the matters on the Agenda have been acted on, unless it is 10:00 p.m. or later, the open forum shall continue for a period of time not to exceed thirty minutes. Each speaker will be limited to three minutes, unless otherwise deemed by the Chair. If you wish to speak at the forum, please sign up on the sign-up sheet located in the Chase Gallery.

Note: No person shall be permitted to speak at Open Forum more often than once per month (Council Rule 2.2.6).

ADJOURNMENT

The December 11, 2017, Regular Legislative Session of the City Council is adjourned to December 18, 2017.

NOTES

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

12/11/2017

<u>Date Rec'd</u>	11/28/2017
<u>Clerk's File #</u>	OPR 2017-0835
<u>Renews #</u>	
<u>Cross Ref #</u>	
<u>Project #</u>	
<u>Bid #</u>	WA STATE CONTRACT
<u>Requisition #</u>	BT

<u>Submitting Dept</u>	STREETS
<u>Contact Name/Phone</u>	GARY KAESEMEYER 232-8810
<u>Contact E-Mail</u>	GKAESEMEYER@SPOKANECITY.ORG
<u>Agenda Item Type</u>	Purchase w/o Contract
<u>Agenda Item Name</u>	1100 - PURCHASE OF LIQUID DEICER VIA WA STATE CONTRACT

Agenda Wording

Blanket Order with Roadwise Inc. (Tacoma, WA) for liquid Deicer for the City of Spokane Street Department. The estimated annual usage is 8000 tons at an estimated cost of \$1,400,000 including tax.

Summary (Background)

As a member of the Washington State Purchasing Cooperative, state contract pricing is available to the City of Spokane. The State Contract represents the best pricing available. The Street Department wishes to utilize the State Contract #02714 to purchase liquid deicer for the 2017-2018 winter season. The City of Spokane's requirements for deicer falls into the State's category 1 products which are bulk liquid magnesium chloride products with corrosion inhibitor.

<u>Fiscal Impact</u>	Grant related? NO	<u>Budget Account</u>
	Public Works? NO	
Expense	\$ 1,400,000.00	# 1100-21800-42660-54850
Select	\$	#
Select	\$	#
Select	\$	#
<u>Approvals</u>		<u>Council Notifications</u>
<u>Dept Head</u>	KAESEMEYER, GARY	<u>Study Session</u>
<u>Division Director</u>	SIMMONS, SCOTT M.	<u>Other</u> PIES 11/27/17
<u>Finance</u>	HUGHES, MICHELLE	<u>Distribution List</u>
<u>Legal</u>	ODLE, MARI	tprince
<u>For the Mayor</u>	DUNIVANT, TIMOTHY	kschmitt
<u>Additional Approvals</u>		taxes & licenses
<u>Purchasing</u>	PRINCE, THEA	

**Briefing Paper
City of Spokane
Street Department
Public Infrastructure and Environmental Sustainability
November 27, 2017**

Subject

Renewal of the Annual Blanket Order for liquid deicer (liquid magnesium chloride) using the Washington State Contract # 02714. The low bidder was Roadwise, Inc. Tacoma, WA.

Background

This material is used by the Street Department during the winter months to aid in snow and ice removal. Roadwise Inc. was our supplier last year. This State contract was originally bid in 2014; therefore this is the third renewal of the possible five (5) renewals per the contract language.

The City of Spokane has a clause in the State contract that states the supplier must deliver the product to our existing storage facility in the northeastern portion of the City and also provide us with access to a supplier owned storage facility in the eastern portion of the City with a minimum of 120,000 gallons. The site that has and is being provided is at the railroad yards at Havana and Sprague. This is the same site we have used for the past several years.

This year's average price for deicer is \$175.00 per ton, including tax, and is approximately \$8.14 more than last year. This is due to an increase in railroad shipping costs and materials costs. This equates to an approximate cost increase of \$26,400. The estimated annual cost for 8000 tons is \$1,400,000 including tax.

Impact if additional budget allocation not approved

The total cost to the Street Department as noted above will be approximately \$1,400,000.

Action

Recommend Approval

Funding

The funding for this material is programmed into the Street Department's 2017/2018 budget.

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

12/11/2017

<u>Date Rec'd</u>	11/29/2017
<u>Clerk's File #</u>	OPR 2015-0730
<u>Renews #</u>	
<u>Cross Ref #</u>	
<u>Project #</u>	
<u>Bid #</u>	WA STATE CONTRACT
<u>Requisition #</u>	VB

<u>Submitting Dept</u>	FLEET OPERATIONS
<u>Contact Name/Phone</u>	STEVE RIGGS 625-7706
<u>Contact E-Mail</u>	SRIGGS@SPOKANECITY.ORG
<u>Agenda Item Type</u>	Purchase w/o Contract
<u>Agenda Item Name</u>	5100-CONNELL OIL

Agenda Wording

Fleet Services requests the approval of a two year renewal of the Value Blanket (VB) with Connell Oil (Spokane, WA) for lubricants utilizing Washington State Contract #02411.

Summary (Background)

The Fleet Services Department purchases lubricants utilizing the Washington State Contract #02411 for City of Spokane Fleet Services through Connell Oil for the supply of lubricants. The estimated annual expenditure is \$150,000 including tax. This VB allows the purchase of oils, grease, and other automotive lubricants to maintain the City of Spokane fleet and equipment.

<u>Fiscal Impact</u>		Grant related?	NO	<u>Budget Account</u>	
		Public Works?	NO		
Expense	\$	300,000.00		#	Varies
Select	\$			#	
Select	\$			#	
Select	\$			#	
<u>Approvals</u>				<u>Council Notifications</u>	
<u>Dept Head</u>		RIGGS, STEVEN		<u>Study Session</u>	11/27/17
<u>Division Director</u>		SIMMONS, SCOTT M.		<u>Other</u>	
<u>Finance</u>		CLINE, ANGELA		<u>Distribution List</u>	
<u>Legal</u>		ODLE, MARI		fleetservicespurchasing, tprince	
<u>For the Mayor</u>		DUNIVANT, TIMOTHY			
<u>Additional Approvals</u>					
<u>Purchasing</u>		PRINCE, THEA			

BRIEFING PAPER
PIES Committee
Fleet Services
November 27, 2017

Subject

Fleet Services requests the approval of a two year renewal of the Value Blanket (VB) with Connell Oil (Spokane, WA) for lubricants.

Background

The Fleet Services Department purchases lubricants utilizing the Washington State Contract #02411 for City of Spokane Fleet Services through Connell Oil for the supply of lubricants. The estimated annual expenditure is \$150,000 including tax.

Impact

This VB allows the purchase of oils, grease, and other automotive lubricants to maintain the City of Spokane fleet and equipment.

Action

Recommend approval of \$300,000 (\$150,000 annually) for the renewal of the Value Blanket for the supply of automotive lubricants for two years.

Funding

Funding is available in the Fleet Services and affected department's budgets.

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

12/11/2017

<u>Date Rec'd</u>	11/29/2017
<u>Clerk's File #</u>	OPR 2017-0836
<u>Renews #</u>	
<u>Cross Ref #</u>	
<u>Project #</u>	
<u>Bid #</u>	4401-17
<u>Requisition #</u>	

<u>Submitting Dept</u>	FLEET OPERATIONS
<u>Contact Name/Phone</u>	STEVE RIGGS 625-7706
<u>Contact E-Mail</u>	SRIGGS@SPOKANECITY.ORG
<u>Agenda Item Type</u>	Purchase w/o Contract
<u>Agenda Item Name</u>	5100-TRUCK BODIES AND ACCESSORIES

Agenda Wording

Fleet Services requests the approval of a Purchase Order for eleven cab and chassis with various Truck Bodies and Accessories with Freightliner Northwest and Columbia Ford.

Summary (Background)

Request for Proposals #4401-17 for Truck Bodies and Accessories was sent out to sixteen vendors. Two bids were received. Fleet Services combined all of the City's service body replacement requirements into one comprehensive bid in order to receive a deeper discount and for a more efficient build strategy moving forward. All of these vehicles are replacing vehicles that have reached the end of their lifecycle.

<u>Fiscal Impact</u>	Grant related? NO	<u>Budget Account</u>
	Public Works? NO	
Expense	\$ 982,402.95	# Varies
Select	\$	#
Select	\$	#
Select	\$	#
<u>Approvals</u>		<u>Council Notifications</u>
<u>Dept Head</u>	RIGGS, STEVEN	<u>Study Session</u> 11/27/17
<u>Division Director</u>	SIMMONS, SCOTT M.	<u>Other</u>
<u>Finance</u>	CLINE, ANGELA	<u>Distribution List</u>
<u>Legal</u>	ODLE, MARI	fleetservicespurchasing, tprince
<u>For the Mayor</u>	DUNIVANT, TIMOTHY	
<u>Additional Approvals</u>		
<u>Purchasing</u>	PRINCE, THEA	

BRIEFING PAPER
PIES Committee
Fleet Services
November 27, 2017

Subject

Fleet Services requests the approval of a Purchase Order for Truck Bodies and Accessories with Freightliner Northwest. Estimated expenditures, including sales tax, is as follows:

Unit	Dept	Budget Yr	Total
428627	Parks	17	\$77,140.69
428679	Streets	18	\$83,967.21
428680	Streets	18	\$83,967.21
428681	Streets	18	\$96,983.37
428682	Streets	18	\$96,983.37
428683	Streets	18	\$81,947.08
428684	Streets	17	\$81,947.08
428702	Sewer	17	\$121,288.92
428685	Treatment Plant	17	\$61,747.98
428711	Sewer	17	\$94,997.08
428686	Parks	18	\$101,430.96
Total Cost			\$982,402.95

Background

Request for Proposals #4401-17 for Truck Bodies and Accessories was sent out to sixteen vendors. Two bids were received.

Impact

Fleet Services combined all of the City's service body replacement requirements into one comprehensive bid in order to receive a deeper discount and for a more efficient build strategy moving forward. All of these vehicles are replacing vehicles that have reached the end of their lifecycle.

Action

Recommend approval of a Purchase Order with Freightliner Northwest for an estimated total expenditure including sales tax, of \$982,402.95.

Funding

The expenditure is included in the following departments' budgets: Fleet Services, Parks, Streets, Wastewater Treatment Plant, and Wastewater.

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

12/11/2017

<u>Date Rec'd</u>	11/29/2017
<u>Clerk's File #</u>	OPR 2017-0837
<u>Renews #</u>	
<u>Cross Ref #</u>	
<u>Project #</u>	
<u>Bid #</u>	WA STATE CONTRACT
<u>Requisition #</u>	RE# 18779

<u>Submitting Dept</u>	FLEET OPERATIONS
<u>Contact Name/Phone</u>	STEVE RIGGS 625-7706
<u>Contact E-Mail</u>	SRIGGS@SPOKANECITY.ORG
<u>Agenda Item Type</u>	Purchase w/o Contract
<u>Agenda Item Name</u>	5100-PURCHASE OF TWO F350'S

Agenda Wording

Fleet Services requests approval for the purchase of two Ford F350s for the Street Department. The purchase will be made from Columbia Ford (Longview, WA), utilizing state contract #05916 for \$68,599.86, including tax.

Summary (Background)

The City of Spokane has a new robust snow removal plan. The purchase of two, F350s using state contract #05916, will be to assist the City of Spokane in carrying out the new snow removal plan.

<u>Fiscal Impact</u>		Grant related?	NO	<u>Budget Account</u>	
		Public Works?	NO		
Expense	\$ 68,599.86		# 5110-71700-94000-56413		
Select	\$		#		
Select	\$		#		
Select	\$		#		
<u>Approvals</u>			<u>Council Notifications</u>		
<u>Dept Head</u>		RIGGS, STEVEN		<u>Study Session</u>	
<u>Division Director</u>		SIMMONS, SCOTT M.		11/27/17	
<u>Finance</u>		CLINE, ANGELA		<u>Other</u>	
<u>Legal</u>		ODLE, MARI		<u>Distribution List</u>	
<u>For the Mayor</u>		DUNIVANT, TIMOTHY		fleetservicespurchasing, tprince	
<u>Additional Approvals</u>					
<u>Purchasing</u>		PRINCE, THEA			

BRIEFING PAPER
PIES Committee
Fleet Services
November 27, 2017

Subject

Fleet Services requests approval for the purchase of two F350s for the Street Department. The purchase will be made from Columbia Ford (Longview, WA), utilizing state contract #05916 for \$68,599.86, including tax.

Background

The City of Spokane has a new robust snow removal plan. The purchase of two, F350s using state contract #05916, will be to assist the City of Spokane in carrying out the new snow removal plan.

Impact

Vehicles will be used to assist in the new City of Spokane snow removal plan.

Action

Recommend approval of the purchase of two, F350s using state contract #05916.

Funding

The expenditure is included in the Street department replacement fund.

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

12/11/2017

<u>Date Rec'd</u>	11/29/2017
<u>Clerk's File #</u>	OPR 2017-0838
<u>Renews #</u>	
<u>Cross Ref #</u>	
<u>Project #</u>	
<u>Bid #</u>	WA STATE CONTRACT
<u>Requisition #</u>	VB

<u>Submitting Dept</u>	FLEET OPERATIONS
<u>Contact Name/Phone</u>	STEVE RIGGS 625-7706
<u>Contact E-Mail</u>	SRIGGS@SPOKANECITY.ORG
<u>Agenda Item Type</u>	Purchase w/o Contract
<u>Agenda Item Name</u>	5100-DURASEAL AND POLICE TIRES

Agenda Wording

Fleet Services requests approval of a VB with Goodyear Commercial Tire and Services for the purchase of Duraseal and Police tires using Washington State Contract #01712. Term of the VB is 12/01/2017 - 3/31/2019. Estimated expenditure of \$625,000.00

Summary (Background)

As a member of the Washington State Purchasing Cooperative, State contract pricing is available to the City through Goodyear Commercial Tire and Service. The Duraseal tires are used on refuse collection vehicles for the Solid Waste Collection Department and also on street sweepers for the Streets Department. These self-sealing tires have significantly reduced flat tires and last longer than the tires used previously. The Police tires are used on police vehicles.

<u>Fiscal Impact</u>		Grant related?	NO	<u>Budget Account</u>	
		Public Works?	NO		
Expense	\$ 625,000.00			#	Varies
Select	\$			#	
Select	\$			#	
Select	\$			#	
<u>Approvals</u>			<u>Council Notifications</u>		
<u>Dept Head</u>		RIGGS, STEVEN		<u>Study Session</u>	11/27/2017
<u>Division Director</u>		SIMMONS, SCOTT M.		<u>Other</u>	
<u>Finance</u>		CLINE, ANGELA		<u>Distribution List</u>	
<u>Legal</u>		ODLE, MARI		fleetservicespurchasing, tprince	
<u>For the Mayor</u>		DUNIVANT, TIMOTHY			
<u>Additional Approvals</u>					
<u>Purchasing</u>		PRINCE, THEA			

BRIEFING PAPER
PIES Committee
Fleet Services
November 27, 2017

Subject

Fleet Services requests the approval of a value blanket (VB) to be awarded to Goodyear Commercial Tire and Service (Spokane, WA) for the purchase of miscellaneous tires. Tires will be purchased on an “as needed” basis using state contract #01712. Estimated expenditure for the term of the VB, including tax, is as follows:

Duraseal Tires	\$500,000.00
Police Tires	\$125,000.00

The term of the VB is 12/01/2017 to 3/31/2019 for a total estimated expenditure of \$625,000.00 including tax.

Background

As a member of the Washington State Purchasing Cooperative, State contract pricing is available to the City through Goodyear Commercial Tire and Service. The Duraseal tires are used on refuse collection vehicles for the Solid Waste Collection Department and also on street sweepers for the Streets Department. These self-sealing tires have significantly reduced flat tires and last longer than the tires used previously. The Police tires are used on police vehicles.

Impact

Continuing the purchase of the Duraseal tires will reduce operating costs for the City of Spokane.

Action

Recommend approval for the value blanket awarded to Goodyear Commercial Tire and Service for the purchase of Duraseal and Police tires utilizing Washington State Contract #01712 for an estimated expenditure of \$625,000.00 during the term of the VB.

Funding

Funding is available in the Fleet Services budget.

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

12/11/2017

<u>Date Rec'd</u>	11/29/2017
<u>Clerk's File #</u>	OPR 2017-0839
<u>Renews #</u>	
<u>Cross Ref #</u>	
<u>Project #</u>	
<u>Bid #</u>	
<u>Requisition #</u>	

<u>Submitting Dept</u>	FLEET OPERATIONS
<u>Contact Name/Phone</u>	STEVE RIGGS 625-7706
<u>Contact E-Mail</u>	SRIGGS@SPOKANECITY.ORG
<u>Agenda Item Type</u>	Purchase w/o Contract
<u>Agenda Item Name</u>	5100-GCR MISCELLANEOUS NEW TIRES

Agenda Wording

Fleet Services would like to have a value blanket (VB) with GCR Tires, Inc. for the purchase of miscellaneous new tires. Tires will be purchased using state contract #01712.

Summary (Background)

As a member of the Washington State Purchasing Cooperative, State contract pricing is available to the city through GCR Tires Inc. The purchase of miscellaneous tires is required to maintain the City's fleet and equipment. The term of the VB is 12/15/2017 to 3/31/2019 for a total estimated expenditure of \$524,375 including tax.

<u>Fiscal Impact</u>	Grant related? NO	<u>Budget Account</u>
	Public Works? NO	
Expense	\$ 524,375.00	# Varies
Select	\$	#
Select	\$	#
Select	\$	#
<u>Approvals</u>	<u>Council Notifications</u>	
<u>Dept Head</u>	RIGGS, STEVEN	<u>Study Session</u> 11/27/17
<u>Division Director</u>	SIMMONS, SCOTT M.	<u>Other</u>
<u>Finance</u>	CLINE, ANGELA	<u>Distribution List</u>
<u>Legal</u>	ODLE, MARI	fleetservicespurchasing, tprince
<u>For the Mayor</u>	DUNIVANT, TIMOTHY	
<u>Additional Approvals</u>		
<u>Purchasing</u>		

BRIEFING PAPER
PIES Committee
Fleet Services
November 27, 2017

Subject

Fleet Services would like to have a value blanket (VB) with GCR Tires, Inc. for the purchase of miscellaneous new tires. Tires will be purchased on an “as needed” basis using state contract #01712. Estimated monthly expenditure is \$31,250 including tax. The term of the VB is 12/15/2017 to 3/31/2019 for a total estimated expenditure of \$484,375 including tax.

Background

As a member of the Washington State Purchasing Cooperative, State contract pricing is available to the city through GCR Tires Inc.

Impact

This VB is used to purchase miscellaneous tires required to maintain the City’s fleet and equipment.

Action

Recommend approval of a value blanket with GCR Tires, Inc., for the purchase of miscellaneous tires.

Funding

Funding is available in the Fleet Services budget.

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

12/11/2017

<u>Date Rec'd</u>	11/29/2017
<u>Clerk's File #</u>	OPR 2017-0840
<u>Renews #</u>	
<u>Cross Ref #</u>	
<u>Project #</u>	
<u>Bid #</u>	SOLE SOURCE
<u>Requisition #</u>	VB
<u>Agenda Item Name</u>	5100-VALUE BLANKET WITH WASHINGTON AUTO CARRIAGE

Agenda Wording

Fleet services requests approval of a three year VB with one, two year renewal. VB is for the purchase of Wausau snow plow parts through Washington Auto Carriage.

Summary (Background)

Fleet Services requests approval of a three year value blanket (VB) with one, two year renewal. The VB will be with Washington Auto Carriage (Spokane, WA). Washington Auto Carriage is our local designated distributor for Wausau Snow Plow Parts which can only be purchased through a designated distributor or Wausau Direct. Pricing does not change by purchasing through Wausau direct. Estimated annual expenditure is \$75,000.00 including tax.

<u>Fiscal Impact</u>	Grant related? NO	<u>Budget Account</u>
	Public Works? NO	

Expense	\$ 75,000.00	# 5100-71700-48348-54850-55660
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Select	\$	#
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Select	\$	#
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Select	\$	#
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Approvals**Council Notifications**

<u>Dept Head</u>	RIGGS, STEVEN	<u>Study Session</u>	11/27/2017
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<u>Division Director</u>	SIMMONS, SCOTT M.
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Other

<u>Finance</u>	CLINE, ANGELA
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Distribution List

<u>Legal</u>	ODLE, MARI
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fleetservicespurchasing, tprince

<u>For the Mayor</u>	DUNIVANT, TIMOTHY
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Additional Approvals

<u>Purchasing</u>	PRINCE, THEA
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BRIEFING PAPER
PIES Committee
Fleet Services
November 27, 2017

Background

Fleet Services requests approval of a three-year value blanket (VB) with one, two year renewal. The VB will be with Washington Auto Carriage (Spokane, WA). Washington Auto Carriage is our local designated distributor for Wausau Snow Plow Parts which can only be purchased through a designated distributor or Wausau Direct. Pricing does not change by purchasing through Wausau direct. Estimated annual expenditure is \$75,000.00 including tax.

Impact

This VB will be utilized to procure snow plow parts on an “as needed” basis so that during the snow events the trucks/equipment are able to be kept running.

Action

Recommend approval.

Funding

Funds are available in the Fleet Services Department Budget



August 3, 2017

Mr. John Larribeau
The City of Spokane
1410 N Normandy
Spokane, WA 99201

Subject: Sole Source of Wausau products

Dear John:

The Wausau Equipment Company, headquartered in New Berlin, WI, has been engaged in the design manufacturing and distribution of the Wausau “Street Smart” Multi-Section model MF 5.4 since its inception and is the sole source for this product. The very same model the City of Spokane has been purchasing for many years.

The “MF” series plows is a unique product and virtually every part and component of the plow, less standard hardware items such as nuts and bolts, are manufactured by Wausau here in our plant in Wisconsin. Service and repair parts are sold only through our designated distributors or direct from Wausau.

Sincerely,

John Lemke

John Lemke
Territory Sales Manager
Wausau Equipment Company Inc.

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

12/11/2017

<u>Date Rec'd</u>	11/29/2017
<u>Clerk's File #</u>	OPR 2017-0841 OPR 2017-0842
<u>Renews #</u>	
<u>Cross Ref #</u>	
<u>Project #</u>	
<u>Bid #</u>	4394-17
<u>Requisition #</u>	

<u>Submitting Dept</u>	FLEET OPERATIONS
<u>Contact Name/Phone</u>	STEVE RIGGS 625-7706
<u>Contact E-Mail</u>	SRIGGS@SPOKANECITY.ORG
<u>Agenda Item Type</u>	Contract Item
<u>Agenda Item Name</u>	5100-AUTO BODY REPAIR SERVICES

Agenda Wording

Fleet Services requests the approval of a three year contract for auto body repair services with Toby's Body and Fender, Inc. (primary contractor) and Watson Paint and Body Works, Inc. (secondary contractor).

Summary (Background)

Request for proposals #4394-17 for auto body repair services was sent out to three contractors. Two proposals were received. The contracts will be with Toby's Body and Fender, Inc. as the primary contractor for \$260,000 and with Watson Paint and Body Works, Inc. as the secondary contractor for \$40,000. Work will be done as needed.

<u>Fiscal Impact</u>	Grant related? NO	<u>Budget Account</u>
	Public Works? NO	
Expense \$ 300,000.00		# 5100-71700-48348-54803-99999
Select \$		#
Select \$		#
Select \$		#
<u>Approvals</u>	<u>Council Notifications</u>	
<u>Dept Head</u>	RIGGS, STEVEN	<u>Study Session</u> 11/27/2017
<u>Division Director</u>	SIMMONS, SCOTT M.	<u>Other</u>
<u>Finance</u>	CLINE, ANGELA	<u>Distribution List</u>
<u>Legal</u>	ODLE, MARI	fleetservicespurchasing, tprince
<u>For the Mayor</u>	DUNIVANT, TIMOTHY	
<u>Additional Approvals</u>		
<u>Purchasing</u>	PRINCE, THEA	

BRIEFING PAPER
PIES Committee
Fleet Services
November 27, 2017

Subject

Fleet Services requests the approval of a three-year contract for Auto Body Repair Services, with two, one-year renewals. The contract shall be with Toby's Body and Fender, Inc. (Spokane, WA), as a primary contractor for an estimated annual expenditure including sales tax of \$260,000, and Watson Paint and Body Works, Inc. (Spokane, WA), as a secondary contractor for an estimated annual expenditure including sales tax of \$40,000. Work will be done on an "as needed" basis.

Background

Request for Proposals #4394-17 for Auto Body Repair Services was sent out to three contractors. Two proposals were received.

Impact

These contracts will be used to obtain Auto Body Repair Services for City fleet.

Action

Recommend approval of the contracts with Toby's Body and Fender, Inc., as a primary contractor for an estimated annual expenditure including sales tax, of \$260,000, and Watson Paint and Body Works, Inc., as a secondary contractor for an estimated annual expenditure including sales tax, of \$40,000

Funding

The expenditure is included in the Fleet Services Department budget.

Bid Tab
RFP #4394-17 Auto Body Repair

CONTRACTOR	AMOUNT
Toby's Body and Fender, Inc.	\$ 241,361.92
Watson Paint and Body, Inc.	\$ 273,207.68

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

12/11/2017

<u>Date Rec'd</u>	11/29/2017
<u>Clerk's File #</u>	OPR 2017-0841 OPR 2017-0842
<u>Renews #</u>	
<u>Cross Ref #</u>	
<u>Project #</u>	
<u>Bid #</u>	4394-17
<u>Requisition #</u>	

<u>Submitting Dept</u>	FLEET OPERATIONS
<u>Contact Name/Phone</u>	STEVE RIGGS 625-7706
<u>Contact E-Mail</u>	SRIGGS@SPOKANECITY.ORG
<u>Agenda Item Type</u>	Contract Item
<u>Agenda Item Name</u>	5100-AUTO BODY REPAIR SERVICES

Agenda Wording

Fleet Services requests the approval of a three year contract for auto body repair services with Toby's Body and Fender, Inc. (primary contractor) and Watson Paint and Body Works, Inc. (secondary contractor).

Summary (Background)

Request for proposals #4394-17 for auto body repair services was sent out to three contractors. Two proposals were received. The contracts will be with Toby's Body and Fender, Inc. as the primary contractor for \$260,000 and with Watson Paint and Body Works, Inc. as the secondary contractor for \$40,000. Work will be done as needed.

<u>Fiscal Impact</u>	Grant related? NO	<u>Budget Account</u>
	Public Works? NO	
Expense \$ 300,000.00		# 5100-71700-48348-54803-99999
Select \$		#
Select \$		#
Select \$		#
<u>Approvals</u>	<u>Council Notifications</u>	
<u>Dept Head</u>	RIGGS, STEVEN	<u>Study Session</u> 11/27/2017
<u>Division Director</u>	SIMMONS, SCOTT M.	<u>Other</u>
<u>Finance</u>	CLINE, ANGELA	<u>Distribution List</u>
<u>Legal</u>	ODLE, MARI	fleetservicespurchasing, tprince
<u>For the Mayor</u>	DUNIVANT, TIMOTHY	
<u>Additional Approvals</u>		
<u>Purchasing</u>	PRINCE, THEA	

BRIEFING PAPER
PIES Committee
Fleet Services
November 27, 2017

Subject

Fleet Services requests the approval of a three-year contract for Auto Body Repair Services, with two, one-year renewals. The contract shall be with Toby's Body and Fender, Inc. (Spokane, WA), as a primary contractor for an estimated annual expenditure including sales tax of \$260,000, and Watson Paint and Body Works, Inc. (Spokane, WA), as a secondary contractor for an estimated annual expenditure including sales tax of \$40,000. Work will be done on an "as needed" basis.

Background

Request for Proposals #4394-17 for Auto Body Repair Services was sent out to three contractors. Two proposals were received.

Impact

These contracts will be used to obtain Auto Body Repair Services for City fleet.

Action

Recommend approval of the contracts with Toby's Body and Fender, Inc., as a primary contractor for an estimated annual expenditure including sales tax, of \$260,000, and Watson Paint and Body Works, Inc., as a secondary contractor for an estimated annual expenditure including sales tax, of \$40,000

Funding

The expenditure is included in the Fleet Services Department budget.

Bid Tab
RFP #4394-17 Auto Body Repair

CONTRACTOR	AMOUNT
Toby's Body and Fender, Inc.	\$ 241,361.92
Watson Paint and Body, Inc.	\$ 273,207.68

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

12/11/2017

<u>Date Rec'd</u>	11/22/2017
<u>Clerk's File #</u>	OPR 2017-0843
<u>Renews #</u>	

Submitting Dept	HOUSING & HUMAN SERVICES	Cross Ref #	
Contact Name/Phone	PAUL 6329	Project #	
Contact E-Mail	PTRAUTMAN@SPOKANECITY.ORG	Bid #	
Agenda Item Type	Contract Item	Requisition #	CY2018
Agenda Item Name	1680 - ESSENTIAL HOME REPAIR PROGRAM CONTRACT		

Agenda Wording

Contract with Spokane Neighborhood Action Partners (SNAP) to make Essential Repair Program home repair grants to low-income homeowners utilizing \$520,000 of HUD CDBG funds during calendar year 2018.

Summary (Background)

This SNAP program provides grants totaling up to \$4,000 for minor but critical home repairs that allow low-income homeowners to safely remain in their home. Additionally, grants up to \$10,000 may also be provided only to support Single Family Rehabilitation loans in certain circumstances. SNAP expects to serve 220 low-income homeowners utilizing these funds.

<u>Fiscal Impact</u>	Grant related? YES	<u>Budget Account</u>
	Public Works? NO	
Expense \$ 520,000		# 1695 95807 51010 54201 73408
Select \$		#
Select \$		#
Select \$		#
<u>Approvals</u>		<u>Council Notifications</u>
<u>Dept Head</u>	KEENAN, KELLY	<u>Study Session</u> 11/13/2017
<u>Division Director</u>	KINDER, DAWN	<u>Other</u>
<u>Finance</u>	HUGHES, MICHELLE	Distribution List
<u>Legal</u>	ODLE, MARI	ptrautman@spokanecity.org
<u>For the Mayor</u>	DUNIVANT, TIMOTHY	swilson@spokanecity.org
<u>Additional Approvals</u>		cbrown@spokanecity.org
<u>Purchasing</u>		kkeck@spokanecity.org

Urban Development Committee Briefing Paper

Division & Department:	Community, Housing, and Human Services (CHHS)
Subject:	CDBG-funded contracts with SNAP for the Essential Repair program and Single Family Rehabilitation program CY2018 contracts.
Date:	November 13, 2017
Author (email & phone):	Paul Trautman ptrautman@spokanecity.org 625-6329
City Council Sponsor:	Ben Stuckart
Executive Sponsor:	Gavin Cooley
Committee(s) Impacted:	Urban Development
Type of Agenda item:	X Consent <input type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
Alignment:	CHHS Action Plan to HUD - Program Year 2017
Strategic Initiative:	Preserve and expand quality, safe and affordable housing choices
Deadline:	December 11, 2017
Outcome:	Preserve low-income homeowner homes by providing approximately 250 minor home repair grants and 30 substantial home repair loans.

Background/History:

The Essential Repair program provides grants totaling up to \$4,000 for minor but critical repairs that allow low-income homeowners to safely remain in their home. Typical repairs include furnace repair, roof repair, and handicap ramps. Grants up to \$10,000 may also be provided to support Single Family Rehabilitation loans if repair needs exceed homeowner's ability to afford loan payments. Typical annual contracts are \$400,000 to serve 250 low-income homeowners.

The Single Family Rehabilitation program provides loans up to \$30,000 for substantial home repairs that address in-home health and safety deficiencies and reduce operating costs for low-income homeowners. Typical work includes furnace replacement, roof replacement and sewer line replacement. Typical annual contracts are \$1,200,000 to serve 30 low-income homeowners.

In a 2014 RFP, CHHS procured SNAP to provide Program Manager services under annually-renewable contracts for a maximum of 5 years. This contract will be the 3rd contract renewal.

Executive Summary:

- CHHS staff is preparing draft CY2018 CDBG subrecipient contracts for the Essential Repair and Single Family Rehabilitation programs.
- The Affordable Housing Committee and CHHS Board will review SNAP's CY2017 performance as Program Manager as well as SNAP's CY2018 programs delivery proposal.
- The final CDBG contracts will incorporate any Committee and Board recommendations.
- Contracts should be executed by December 31 to ensure uninterrupted programs delivery for low-income homeowners.

Budget Impact:

Approved in current year budget? X Yes ☐ No

Annual/Reoccurring expenditure? X Yes ☐ No

If new, specify funding source:

Other budget impacts: These contracts are fully funded by the CDBG Revolving Loan Fund (RLF)

Operations Impact:

Consistent with current operations/policy? X Yes ☐ No

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

Specify changes required: None

Known challenges/barriers: None

AGREEMENT BETWEEN**CITY OF SPOKANE AND SPOKANE NEIGHBORHOOD ACTION PARTNERS IN CONJUNCTION
WITH PROGRAM YEAR 2017 COMMUNITY DEVELOPMENT BLOCK GRANT**

1. Grantee Spokane Neighborhood Action Partners (SNAP) 3102 West Fort George Wright Drive Spokane, Washington 99224		2. Contract Amount \$520,000.00		3. Tax ID# 91-1311127	
				4. DUNS# 180971087	
5. Grantee's Program Representative Kristi Sherlock, Housing Improvements Operations Coordinator 212 W. 2 nd Ave, Suite 100 Spokane, WA 99201 (509) 456-7627 ext. 2407 sherlock@snapwa.org			6. City's Program Representative Paul Trautman, Program Manager 808 W. Spokane Falls Blvd Spokane, WA 99201 (509) 625-6329 ptrautman@spokanecity.org		
7. Grantee's Financial Representative Kathy Allen, Fiscal Director 3102 W. Fort George Wright Dr. Spokane, WA 99224 (509) 456-7627 ext. 5301 allen@snapwa.org			8. City's Contract Representative Cassi Brown, Grants Analyst 808 W. Spokane Falls Blvd Spokane, WA 99201 (509) 625-6053 cbrown@spokanecity.org		
9. Grantor Award # B-17-MC-53-0006		10. Start Date 01/01/2018		11. End Date 12/31/2018	
12. Federal Funds CDBG	CFDA # 14.218	Federal Agency U.S. Department of Housing & Urban Development (HUD)			
13. Total Federal Award \$3,014,163.00	14. Federal Award Date 10/19/2017		15. Research & Development? N/A		16. Indirect Cost Rate Agency Allocation Plan
17. Grantee Selection Process: (check all that apply or qualify) <input type="checkbox"/> Sole Source <input type="checkbox"/> A/E Services <input checked="" type="checkbox"/> Competitive Bidding/RFP <input type="checkbox"/> Pre-approved by Funder			18. Grantee Type: (check all that apply) <input type="checkbox"/> Private Organization/Individual <input type="checkbox"/> Public Organization/Jurisdiction <input type="checkbox"/> CONTRACTOR <input checked="" type="checkbox"/> SUBRECIPIENT <input checked="" type="checkbox"/> Non-Profit <input type="checkbox"/> For-Profit		
19. Grant Purpose: To support community-based activities directed toward neighborhood revitalization, economic development, and community services facilities, and improvements pursuant to the Housing and Community Development Act of 1974, Title I, Part 24, Section 570, Public Law 93-383, 88 Stat. 633, 42 U.S.C. 5301-5321. This Agreement is subject to applicable uniform administrative requirements as described in 24 CFR Part 570 and 2 CFR 200, as applicable.					
20. CITY and the GRANTEE , as identified above, acknowledge and accept the terms of this Agreement and attachments and have executed this Agreement on the date signed to start as of the date and year referenced above. The rights and obligations of both parties to this Agreement are governed by this Agreement and the following other documents incorporated by reference: (1) Terms and Conditions, (2) GRANTEE Home Repair Policies and Procedures, (3) Attachment "A" - Suspension & Debarment and FFATA Certification, and (4) Attachment "B" - Grantee Billing Form.					

(FACE SHEET)

TERMS AND CONDITIONS

SECTION NO. 1: SCOPE OF SERVICE

A. ACTIVITIES.

The GRANTEE will be responsible for administering a CDBG Year 2017 Essential Home Repair Program (Program) in a manner satisfactory to the CITY and consistent with any standards required as a condition of providing these funds. Such program will include the following activities eligible under the Community Development Block Grant program:

1) Program Delivery.

Activity #1 Provide small home repairs to low- and moderate-income homeowners to address health hazards, safety hazards, and/or accessibility issues that may make the single-family homes unsafe or uninhabitable. This includes, but is not limited to, security, plumbing, heating, electrical, roof, and sewer repairs and accessibility modifications. Up to \$150,000.00 (not to exceed) of the total Program budget shall have an eligibility requirement that the funds be spent on repairs to homes of Single Family Rehabilitation program participants.

Activity Location(s): Various locations within the City of Spokane.

GRANTEE shall perform activities in accordance with the Home Repair Policies and Procedures maintained by GRANTEE, as incorporated herein by reference.

2) General Administration.

GRANTEE shall provide general administrative services related to the planning and execution of all CDBG activities, including general management, oversight, and coordination and training on CDBG requirements to ensure that specified activities are provided and performance outcomes are achieved.

B. NATIONAL OBJECTIVES.

1) All activities funded with CDBG funds must meet one (1) of the CDBG program's National Objectives: benefit low- and moderate-income persons; aid in the prevention or elimination of slums or blight; or meet community development needs having a particular urgency, as defined in 24 CFR 570.208.

2) The GRANTEE certifies that the activity (ies) carried out under this Agreement will meet the specific National Objective: to benefit low- and moderate-income persons. This will be accomplished by repairing single-family homes of low- and moderate-income persons that have health and/or safety hazards, disability accessibility issues, or other failures that will make the home unsafe or uninhabitable.

C. LEVELS OF ACCOMPLISHMENT – GOALS AND PERFORMANCE MEASURES.

- 1) The levels of accomplishment may include such measures as units rehabbed, persons or households assisted, or meals served, and should also include time frames for performance.
- 2) The GRANTEE agrees to provide the following levels of program services:

<u>Activity</u>	<u>Units per Month</u>	<u>Total Units/Year</u>
Activity #1		220 repairs/year

NOTE: The Unit of Measure is defined as one (1) unduplicated household receiving repair(s) and/or modification(s). Total Units is an estimation subject to total demand and individual repair costs.

D. STAFFING.

GRANTEE shall notify CITY in writing of any changes in the Key Personnel assigned, which shall include qualifications such as a resume.

E. PERFORMANCE MONITORING.

The CITY will monitor the performance of the GRANTEE on a risk-based approach against the goals and performance measures provided above, timely submittal of performance data, spend down of grant funds, and all other terms and conditions of this Agreement. Substandard performance as determined by the CITY will constitute noncompliance with this Agreement and shall result in action which may include, but is not limited to: the GRANTEE being required to submit and implement a corrective action plan, payment suspension, funding rejection, or grant termination. If action to correct such substandard performance is not taken by the GRANTEE within a reasonable period of time after being notified by the CITY, Agreement suspension or termination procedures will be initiated.

SECTION NO. 2: TIME OF PERFORMANCE

The term of this Agreement shall commence as of the date on the FACE SHEET and shall terminate on the termination date on the FACE SHEET, unless earlier terminated upon mutual agreement of the PARTIES, or upon termination of the CITY's CDBG Program as funded by HUD. The term of this Agreement and the provisions herein shall be extended to cover any additional time period during which the GRANTEE remains in control of CDBG funds or other CDBG assets, including program income.

SECTION NO. 3: BUDGET

GENERAL ADMINISTRATION CATEGORY	
General Administration	\$20,500
Subtotal	\$20,500
PROGRAM MANAGEMENT CATEGORY	

Program Management	\$72,700
Subtotal	\$72,700
CONSTRUCTION COSTS CATEGORY	
Essential Home Repair Grants	\$276,800
Subtotal	\$276,800
REHABILITATION GRANTS CATEGORY	
Single Family Rehabilitation Program Construction Projects	\$150,000
Subtotal	\$426,800
GRAND TOTAL	\$520,000

Any indirect costs charged must be consistent with 2 CFR 200 and its Appendix IX and applied using the rate and basis specified on the FACE SHEET. In addition, the CITY may require a more detailed budget breakdown than the one contained herein, and the GRANTEE shall provide such supplementary budget information in a timely fashion in the form and content prescribed by the CITY.

Any amendments to the budget must be requested in writing by the GRANTEE and shall be submitted to the CITY's Contract Representative. If approved, the CITY will notify the GRANTEE formally in writing with an Amendment document to this Agreement. **Budgeted amounts shall not be shifted between categories or programs without written approval by the CITY** and any costs for completing the project over and above the amount awarded by the CITY shall be the sole responsibility of the GRANTEE.

SECTION NO. 4: PAYMENT

CITY shall reimburse GRANTEE an amount not to exceed the amount set forth on the FACE SHEET of this Agreement for all things necessary for, or incidental to the performance of Services as set forth in Section No. 1 of this Agreement.

GRANTEE's reimbursement for Services set forth in Section No. 1 of this Agreement shall be in accordance with the terms and conditions set forth in the budget as outlined in Section No. 3 of this Agreement, as well as in accordance with the performance requirements. The CITY reserves the right to revise this amount in any manner which the CITY may deem appropriate in order to account for any future fiscal limitations affecting the CITY.

Payments may be contingent upon certification of the GRANTEE's financial management system in accordance with the standards specified in 24 CFR 84.21 and 2 CFR 200.302.

SECTION NO. 5: NOTICES

- A. Notices required by this Agreement shall be in writing and delivered via U.S.P.S. mail (postage prepaid), commercial courier, or personal delivery or sent by facsimile or other electronic means. Any notice delivered or sent as aforesaid, shall be effective on the date of delivery or sending. All notices and other written communications under this Agreement shall be addressed to the GRANTEE Chief Officer.

- B. Communication and details concerning this Agreement shall be directed to the GRANTEE Chief Officers and Agreement representatives as identified on the FACE SHEET.

SECTION NO. 6: SPECIAL CONDITIONS

GRANTEE shall participate in a grant kick-off meeting with CITY representatives prior to commencing with work under this Agreement.

GRANTEE shall check and document verification that selected contractor(s) do not have active exclusions using the Federal System for Award Management (www.sam.gov). This shall be done by printing a copy of the search results.

CITY assumes no liability for construction management, payment of construction draws, and/or warranties.

CITY shall be notified in writing of any changes to GRANTEE policies and procedures regarding the Essential Home Repair Program.

Failure to comply with this Section shall be grounds to terminate this Agreement and the GRANTEE shall be liable to reimburse the CITY for any funds advanced under this Agreement.

SECTION NO. 7: GENERAL CONDITIONS

A. GENERAL COMPLIANCE.

The GRANTEE agrees to comply with the requirements of Title 24 of the Code of Federal Regulations, Part 570 (the U.S. Housing and Urban Development regulations concerning Community Development Block Grants (CDBG)) including subpart K of these regulations, except that (1) the GRANTEE does not assume the recipient's (CITY) environmental responsibilities described in 24 CFR 570.604 and (2) the GRANTEE does not assume the recipient's (CITY) responsibility for initiating the review process under the provisions of 24 CFR Part 52. The GRANTEE also agrees to comply with all other applicable Federal, state and local laws, regulations, and policies governing the funds provided under this Agreement. The GRANTEE further agrees to utilize funds available under this Agreement to supplement rather than supplant funds otherwise available.

B. "INDEPENDENT CONTRACTOR".

Nothing contained in this Agreement is intended to, or shall be construed in any manner, as creating or establishing the relationship of employer/employee between the parties. The GRANTEE shall at all times remain an "independent contractor" with respect to the services to be performed under this Agreement. The CITY shall be exempt from payment of all Unemployment Compensation, FICA, retirement, life and/or medical insurance and Workers' Compensation Insurance, as the GRANTEE is an independent contractor.

C. HOLD HARMLESS.

The GRANTEE shall hold harmless, defend and indemnify the CITY from any and all claims, actions, suits, charges and judgments whatsoever that arise out of the

GRANTEE's performance or nonperformance of the services or subject matter called for in this Agreement.

D. WORKERS' COMPENSATION.

The GRANTEE shall provide the statutorily required Workers' Compensation Insurance coverage for all of its subject employees involved in the performance of this Agreement.

E. INSURANCE AND BONDING.

During the term of the Agreement, the GRANTEE shall maintain in force, solely at its own expense, the following types and amounts of insurance:

- 1) 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. Supplemental umbrella insurance coverage, combined with GRANTEE's General Liability Insurance of not less than \$1,000,000 each occurrence for Bodily Injury and Property Damage is also acceptable. It shall provide that the CITY, its agents, officers and employees are Additional Insureds but only with respect to the GRANTEE's services to be provided under this Agreement; and
- 2) 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 or 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 GRANTEE or its insurer(s) to the CITY. As evidence of the insurance coverages required by this Agreement, the GRANTEE shall furnish an acceptable insurance certificate to the CITY at the time the GRANTEE returns the signed Agreement.

The GRANTEE shall comply with the bonding and insurance requirements of 24 CFR 84.31 and 84.48, Bonding and Insurance.

F. CITY RECOGNITION.

The GRANTEE shall ensure recognition of the role of the CITY in providing services through this Agreement. All activities, facilities and items utilized pursuant to this Agreement shall be prominently labeled as to the funding source. In addition, the GRANTEE will include a reference to the support provided herein in all publications which are made possible via the funds made available under this Agreement.

G. AMENDMENTS.

The CITY or GRANTEE may amend this Agreement at any time provided that such amendments make specific reference to this Agreement, and are executed in writing and signed by a duly authorized representative of each organization. Such amendments shall

not invalidate this Agreement, nor relieve or release the CITY or GRANTEE from its obligations under this Agreement. **All amendments to this agreement must be requested in writing by the GRANTEE and shall be submitted to the CITY's Contract Representative.** Requests for amendments to the budget must be submitted in writing as set forth in Section No. 3 of this Agreement.

The CITY may, in its discretion, amend this Agreement to conform with Federal, state or local governmental guidelines, policies and available funding amounts, or for other reasons. If such amendments result in a change in the overall funding, the scope of services, period of performance or schedule of the activities to be undertaken as part of this Agreement, such modifications will be incorporated only by formal written amendment signed by both CITY and GRANTEE.

H. SUSPENSION OR TERMINATION.

- 1) In accordance with 2 CFR 200.338 and 200.339, the CITY may suspend or terminate this Agreement if the GRANTEE materially fails to comply with any terms of this Agreement, which include (but are not limited to) the following:
 - a. Failure to comply with any of the rules, regulations or provisions referred to herein, or such statutes, regulations, executive orders, and HUD guidelines, policies or directives as may become applicable at any time;
 - b. Failure, for any reason, of the GRANTEE to fulfill in a timely and proper manner its obligations under this Agreement;
 - c. Ineffective or improper use of funds provided under this Agreement; or
 - d. Submission by the GRANTEE to the CITY reports that are incorrect or incomplete in any material respect
- 2) In accordance with 2 CFR 200.339, this Agreement may also be terminated for convenience by either the CITY or the GRANTEE, in whole or in part, by setting forth the reasons for such termination, the effective date, and, in the case of partial termination, the portion to be terminated. However, if in the case of a partial termination, the CITY determines that the remaining portion of the award will not accomplish the purpose for which the award was made, the CITY may terminate the award in its entirety.
- 3) If the Agreement is terminated or partially terminated, both the CITY and GRANTEE remain responsible for compliance with the requirements in 2 CFR 200.343 Closeout and 200.344 Post-closeout adjustments and continuing responsibilities. In addition, CITY shall report any terminations for the GRANTEE's material failure to comply with the Federal statutes, regulations, or terms and conditions of the Federal award into the Office of Management and

Budget (OMB) designated integrity and performance system accessible through SAM (currently FAPIIS) as required under 2 CFR 200.340.

SECTION NO. 8: ADMINISTRATIVE REQUIREMENTS

A. FINANCIAL MANAGEMENT.

1) Accounting Standards

The GRANTEE agrees to comply with 2 CFR 200 Subpart D and agrees to adhere to the accounting principles and procedures required therein, utilize adequate internal controls, and maintain necessary source documentation for all costs incurred.

The GRANTEE shall establish and maintain a system of internal accounting control which complies with applicable Generally Accepted Accounting Principles (GAAP).

2) Cost Principles

The GRANTEE shall administer its program in conformance with 2 CFR 200 Subpart E, as applicable. These principles shall be applied for all costs incurred whether charged on a direct or indirect basis.

A. DOCUMENTATION AND RECORD KEEPING

1) Records to be Maintained

The GRANTEE shall maintain all records required by the Federal regulations specified in 2 CFR 200 Subpart D, that are pertinent to the activities to be funded under this Agreement. Such records shall include but not be limited to:

- a. Records providing a full description of each activity undertaken;
- b. Records demonstrating that each activity undertaken meets one (1) of the National Objectives of the CDBG program;
- c. Records required to determine the eligibility of activities;
- d. Records required to document the acquisition, improvement, use or disposition of real property acquired or improved with CDBG assistance;
- e. Records documenting compliance with the fair housing and equal opportunity components of the CDBG program;
- f. Financial records as required.
- g. Other records necessary to document compliance with Subpart K of 24 CFR Part 570.

2) Retention

The GRANTEE shall retain all financial records, supporting documents, statistical records, and all other records pertinent to this Agreement for a period of three (3) years. The retention period begins on the date of the submission of the CITY's annual performance and evaluation report to HUD, in which the activities assisted under the Agreement are reported for the final time. Notwithstanding the above, if there is litigation, claims, audits, negotiations or other actions that involve any of the records cited, and have commenced before the expiration of the three-year period, then such records must be retained until completion of the actions and resolution of all issues, or the expiration of the three-year period, whichever occurs later.

3) Client Data

The GRANTEE shall maintain client data demonstrating client eligibility for services provided. Such data shall include, but not be limited to: client name, address, income level or other basis for determining eligibility, and description of service provided. Such information shall be made available to CITY monitors or their designees for review upon request.

4) Disclosure

a. "Confidential Information" as used in this section includes:

- i. All material provided to the GRANTEE by CITY that is designated as "confidential" by CITY;
- ii. All material produced by the GRANTEE that is designated as "confidential" by CITY; and
- iii. All personal information in the possession of the GRANTEE that may not be disclosed under state or Federal law. "Personal information" includes but is not limited to information related to a person's name, health, finances, education, business, use of government services, addresses, telephone numbers, social security number, driver's license number and other identifying numbers, and "Protected Health Information" under the Federal Health Insurance Portability and Accountability Act of 1996 (HIPAA).

b. The GRANTEE shall comply with all state and Federal laws related to the use, sharing, transfer, sale, or disclosure of Confidential Information. The GRANTEE shall use Confidential Information solely for the purposes of this Grant and shall not use, share, transfer, sell or disclose any Confidential Information to any third party, except with the prior written consent of CITY, or as may be required by law. The GRANTEE shall take all necessary steps to assure that Confidential Information is safeguarded to prevent unauthorized use, sharing, transfer, sale or disclosure of Confidential Information, or violation of any state or Federal laws related thereto. Upon request, the GRANTEE shall provide CITY with its policies and procedures on confidentiality. CITY may require changes to such policies and procedures as they apply to this Agreement whenever CITY reasonably determines that changes are necessary to prevent unauthorized

disclosures. The GRANTEE shall make the changes within the time period specified by CITY. Upon request, the GRANTEE shall immediately return to CITY any Confidential Information that CITY reasonably determines has not been adequately protected by the GRANTEE against unauthorized disclosure.

- c. Unauthorized Use or Disclosure. The GRANTEE shall notify CITY within five (5) working days of any unauthorized use or disclosure of any Confidential Information, and shall take necessary steps to mitigate the harmful effects of such use or disclosure.
- d. GRANTEE shall maintain the confidentiality of records pertaining to any individual or family that was provided family violence prevention or treatment services through the project.
- e. GRANTEE certifies that the address or location of any family violence project will not be made public, except with written authorization of the person responsible for the operation of such project.

5) Close-outs

The GRANTEE's obligation to the CITY shall not end until all close-out requirements are completed. Activities during this close-out period shall include, but are not limited to: making final payments, disposing of program assets (including the return of all unused materials, equipment, unspent cash advances, program income balances, and accounts receivable to the CITY), and determining the custodianship of records. Notwithstanding the foregoing, the terms of this Agreement shall remain in effect during any period that the GRANTEE has control over CDBG funds, including program income.

6) Audits & Inspections

All GRANTEE records with respect to any matters covered by this Agreement shall be made available the CITY, HUD or its agent, or other authorized Federal officials, at any time during normal business hours, as often as deemed necessary, to audit, examine, and make excerpts or transcripts of all relevant data.

If this Agreement is funded by Federal sources as identified on the FACE SHEET, the GRANTEE that expends \$750,000 or more in a fiscal year in federal funds from all sources hereby agrees to have an annual agency audit conducted in accordance with 2 CFR 200 Subpart F. The CITY reserves the right to require special procedures which are more limited in scope than a full audit for those GRANTEES expending less than \$750,000 in Federal funds. GRANTEE's requirement to have an audit must ensure the audits are performed in accordance with Generally Accepted Auditing Standards (GAAS) or; Government Auditing Standards (the Revised Yellow Book) developed by the Comptroller General.

The GRANTEE must send a copy of its audit report, corrective action plan for any audit finding(s), and Management Letter to the CITY's Contract Representative (designated on the FACE SHEET of this Agreement), 808 West Spokane Falls Boulevard, Spokane, Washington 99201, or to

chhsreports@spokanecity.org, within the earlier of thirty (30) calendar days after receipt of the auditor's report(s), but no later than nine (9) months after the end of the audit period. Corrective action plans are to be submitted for all finding and Management Letters, not only those related to funding received from the CITY.

The GRANTEE that expends less than \$750,000 in a fiscal year in federal funds from all sources shall submit a copy of the GRANTEE's most recent Audited Financial Statement to the CITY's Contract Representative (designated on the FACE SHEET of this Agreement), 808 West Spokane Falls Boulevard, Spokane, Washington 99201, or to chhsreports@spokanecity.org, within the earlier of thirty (30) calendar days after receipt of the auditor's report(s), or no later than nine (9) months after the end of the audit period. The GRANTEE that does not receive a financial audit shall submit financial statements within ninety (90) calendar days of GRANTEE's fiscal year end to the CITY's Contract Representative by mail to the address listed above, or to chhsreports@spokanecity.org.

The GRANTEE shall maintain its records and accounts so as to facilitate the audit requirement and shall ensure that Subcontractors also maintain auditable records in the same manner. The CITY has the right to audit the finances of the GRANTEE to ensure that actual expenditures remain consistent with the spirit and intent of this Agreement.

The GRANTEE is responsible for any audit expenses incurred by its own organization or that of its Subcontractors and the CITY reserves the right to recover from the GRANTEE all disallowed costs resulting from the audit.

Failure of the GRANTEE to comply with the audit requirements will constitute a violation of this Agreement and may result in the withholding of future payments.

C. REPORTING AND PAYMENT PROCEDURES.

1) Program Income

The GRANTEE shall report monthly on invoices submitted to CITY on all program income (as defined at 24 CFR 570.500(a)) generated by activities carried out with CDBG funds made available under this Agreement. The use of program income by the GRANTEE shall comply with the requirements set forth at 24 CFR 570.504. By way of further limitations, the GRANTEE may use such income during the Agreement period for activities permitted under this Agreement, and shall reduce requests for additional funds by the amount of any such program income balances on hand. All unexpended program income shall be returned to the CITY at the end of the Agreement period. Any interest earned on cash advances from the U.S. Treasury and from funds held in a revolving fund account *is not program income and shall be remitted promptly to the CITY.*

2) Indirect Costs

If indirect costs are charged using a methodology other than a Federally negotiated indirect cost rate or 10% of Modified Total Direct Costs (MTDC), as defined in 2 CFR 200.68, the GRANTEE shall submit an indirect cost allocation plan in compliance with 2 CFR Part 200, Subpart E and Appendix IV, including a cost policy statement, to the CITY's Contract Representative for approval prior to charging indirect costs to the project. The CITY's approval of the use of the rate shall be made in writing and the plan and cost policy statement must be updated and submitted annually. Indirect costs shall be applied in accordance with 2 CFR Part 200 Subpart E and 24 CFR 578.63

3) Payment Procedures

The CITY shall reimburse the GRANTEE only for actual incurred costs upon presentation of accurate and complete reimbursement forms as provided by the CITY in Attachment B and approved by the CITY. Only those allowable costs directly related to this Agreement shall be paid. The amount of each request must be limited to the amount needed for payment of eligible costs.

Requests for reimbursement by GRANTEE shall be submitted no more than once per month on or before the 15th of each month for the previous month's expenditures, using the forms provided by the CITY in Attachment B. For expenses incurred during the month of December, the reimbursement request shall be submitted on or before the 10th of January and for expenses incurred during the month of June, the reimbursement request shall be submitted on or before the 10th of July. In conjunction with each reimbursement request, GRANTEE shall certify that services to be performed under this Agreement do not duplicate any services to be charged against any other grant, subgrant or other founding source. **GRANTEE shall submit reimbursement requests to the CITY's Contract Representative designated on the FACE SHEET of this Agreement either by mail to the address listed above or by e-mail to chhsreports@spokanecity.org.**

Invoices must be submitted with appropriate supporting documentation, including copies of receipts, as well as invoices and time and effort tracking as directed by the CITY's Contract Representative designated on the FACE SHEET of this Agreement.

Payment will be made via direct deposit/ACH within thirty (30) days after receipt of the GRANTEE's application except as provided by state law. If the CITY objects to all or any portion of the invoice, it shall notify the GRANTEE 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.

In the event that the CITY or HUD determines that any funds were expended by the GRANTEE for unauthorized or ineligible purposes or the expenditures

constitute disallowed costs in any other way, the CITY or HUD may order repayment of the same. The GRANTEE shall remit the disallowed amount to the CITY within thirty (30) days of written notice of the disallowance.

- a. The GRANTEE agrees that funds determined by the CITY to be surplus upon completion of the Agreement will be subject to cancellation by the CITY.
- b. The CITY shall be relieved of any obligation for payments if funds allocated to the CITY cease to be available for any cause other than misfeasance of the CITY itself.
- c. The CITY reserves the right to withhold payments pending timely delivery of program reports or documents as may be required under this Agreement.

4) Activity Reports

The GRANTEE shall submit monthly Activity Reports to the CITY with each monthly request for reimbursement. These reports shall include the following cumulative program accomplishments and project beneficiary data: beneficiary name and address with zip code, gross household income as extremely low income (0-30% AMI), low-income (31-50% AMI), or moderate income (51-80% AMI), race and ethnicity information, female head of household, units occupied by elderly, and brief scope of work performed. A sample reporting format shall be provided by the CITY if requested by the GRANTEE.

5) Inventory Reports

The GRANTEE shall provide an annual and close-out inventory report to the CITY, of any fixed assets with an initial cost exceeding \$5,000 purchased or passed-through under this Agreement. The inventory report shall contain: the CFDA number of the grant which purchased the equipment and other award identification information, description of the property, serial or other identification number, who holds title, the acquisition date, cost of the property, percentage of federal participation in the costs, location, use and condition of the property, and any ultimate disposition data, including the date of disposal and sale price of the property being tracked. The annual report shall be provided within thirty (30) days of the end of the fiscal year of the GRANTEE during the performance period and the close-out inventory report shall be provided within fifteen (15) days of the end of the term of this Agreement.

Note: Inventory that is no longer needed by the GRANTEE is subject to Federal Disposition requirements. No inventory shall be relocated without the written permission of the CITY.

C. PROCUREMENT.

1) Compliance

GRANTEE shall maintain and follow procurement policies and procedures in accordance with 2 CFR 200 Subpart D, for all purchases funded by Federal funds under this Agreement.

GRANTEE and Subgrantees must receive prior approval from CITY for using funds from this Grant to enter into a sole source contract or a Grant where only one bid or proposal is received when value of the purchase or grant is expected to exceed \$5,000.

Prior approval requests shall include a copy of the proposed contract and any related procurement documents and justification for non-competitive procurement, if applicable.

2) Travel

The GRANTEE shall obtain written approval from the CITY for any travel outside the metropolitan area with funds provided under this Agreement.

E. USE AND REVERSION OF ASSETS.

The use and disposition of real property and equipment under this Agreement shall be in compliance with the requirements of 2 CFR 200 and 24 CFR 570.502, 570.503, and 570.504, as applicable, which include but are not limited to the following:

- 1) The GRANTEE shall transfer to the CITY any CDBG funds on hand and any accounts receivable attributable to the use of funds under this Agreement at the time of expiration, cancellation, or termination;
- 2) Real property under the GRANTEE's control that was acquired or improved, in whole or in part, with funds under this Agreement in excess of \$25,000 shall be used to meet one of the CDBG National Objectives pursuant to 24 CFR 570.208 until five (5) years after expiration of this Agreement. If the GRANTEE fails to use CDBG-assisted real property in a manner that meets a CDBG National Objective for the prescribed period of time, the GRANTEE shall pay the CITY an amount equal to the current fair market value of the property, less any portion of the value attributable to expenditures of non-CDBG funds for acquisition of, or improvement to, the property. Such payment shall constitute program income to the CITY. The GRANTEE may retain real property acquired or improved under this Agreement after the expiration of the five-year period; and
- 3) In all cases in which equipment acquired, in whole or in part, with funds under this Agreement and then sold, those proceeds shall be program income (prorated to reflect the extent that funds received under this Agreement were used to acquire the equipment). Equipment not needed by the GRANTEE for activities under this Agreement shall be (a) transferred to the CITY for the CDBG program or (b) retained after compensating the CITY an amount equal to the current fair

market value of the equipment, less the percentage of non-CDBG funds used to acquire the equipment.

SECTION NO. 9: RELOCATION, REAL PROPERTY ACQUISITION AND ONE-FOR-ONE HOUSING REPLACEMENT

The GRANTEE agrees to comply with (i) the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (URA), and implementing regulations at 49 CFR Part 24 and 24 CFR 570.606(b); (ii) the requirements of 24 CFR 570.606(iii) governing the Residential Anti-displacement and Relocation Assistance Plan under section 104(d) of the HCD Act; and (iv) the requirements in 24 CFR 570.606(v) governing optional relocation policies. The GRANTEE shall provide relocation assistance to displaced persons as defined by 24 CFR 570.606(b)(2) that are displaced as a direct result of acquisition, rehabilitation, demolition or conversion for a CDBG-assisted project. The GRANTEE also agrees to comply with applicable CITY ordinances, resolutions and policies concerning the displacement of persons from their residences.

SECTION NO. 10: PERSONNEL AND PARTICIPANT CONDITIONS

A. CIVIL RIGHTS.

1) Compliance

The GRANTEE agrees to comply with Title VI of the Civil Rights Act of 1964 as amended, Title VIII of the Civil Rights Act of 1968 as amended, Section 104(b) and Section 109 of Title I of the Housing and Community Development Act of 1974 as amended, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, the Age Discrimination Act of 1975, Executive Order 11063, and Executive Order 11246 as amended by Executive Orders 11375, 11478, 12107 and 12086.

The GRANTEE shall also comply with the Equal Access to Housing in HUD Programs Regardless of Sexual Orientation or Gender Identity Final Rule (Equal Access Rule) as provided under 77 FR 5662.

2) Nondiscrimination

The GRANTEE agrees to comply with the non-discrimination in employment and contracting opportunities laws, regulations, and Executive Orders referenced in 24 CFR 570.607, as revised by Executive Order 13279. The applicable non-discrimination provisions in Section 109 of the HCDA are still applicable.

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 GRANTEE 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 GRANTEE.

Discrimination shall not include GRANTEE's selection of certain individuals to serve as Board members or managers on the basis of membership in a protected class provided that the selection is based on a bona fide occupational qualification.

3) Land Covenants

This Agreement is subject to the requirements of Title VI of the Civil Rights Act of 1964 (P. L. 88-352) and 24 CFR 570.601 and 570.602. In regard to the sale, lease, or other transfer of land acquired, cleared or improved with assistance provided under this Agreement, the GRANTEE shall cause or require a covenant running with the land to be inserted in the deed or lease for such transfer, prohibiting discrimination as herein defined, in the sale, lease or rental, or in the use or occupancy of such land, or in any improvements erected or to be erected thereon, providing that the CITY and the United States are beneficiaries of and entitled to enforce such covenants. The GRANTEE, in undertaking its obligation to carry out the program assisted hereunder, agrees to take such measures as are necessary to enforce such covenant, and will not itself so discriminate.

4) Section 504

The GRANTEE agrees to comply with all Federal regulations issued pursuant to compliance with Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), which prohibits discrimination against the individuals with disabilities or handicaps in any Federally assisted program. The CITY shall provide the GRANTEE with any guidelines necessary for compliance with that portion of the regulations in force during the term of this Agreement.

B. AFFIRMATIVE ACTION.

1) Approved Plan

The GRANTEE agrees that it shall be committed to carry out pursuant to the CITY's specifications an Affirmative Action Program in keeping with the principles as provided in President's Executive Order 11246 of September 24, 1965. The CITY shall provide Affirmative Action guidelines to the GRANTEE to assist in the formulation of such program. The GRANTEE shall submit a plan for an Affirmative Action Program for approval prior to the award of funds.

2) Women- and Minority-Owned Businesses (W/MBE)

The GRANTEE will use its best efforts to afford small businesses, minority business enterprises, and women's business enterprises the maximum practicable opportunity to participate in the performance of this Agreement. As used in this Agreement, the terms "small business" means a business that meets the criteria set forth in section 3(a) of the Small Business Act, as amended (15 U.S.C. 632), and

“minority and women’s business enterprise” means a business at least fifty-one (51%) percent owned and controlled by minority group members or women. For the purpose of this definition, “minority group members” are: Afro-Americans, Spanish-speaking, Spanish surnamed or Spanish-heritage Americans, Asian-Americans, and American Indians. The GRANTEE may rely on written representations by businesses regarding their status as minority and female business enterprises in lieu of an independent investigation.

3) Access to Records

The GRANTEE shall furnish and cause each of its own subrecipients or subcontractors to furnish all information and reports required hereunder and will permit access to its books, records and accounts by the CITY, HUD or its agent, or other authorized Federal officials for purposes of investigation to ascertain compliance with the rules, regulations and provisions stated herein.

4) Notifications

The GRANTEE will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer, advising the labor union or worker’s representative of the GRANTEE’s commitments hereunder, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

5) Equal Employment Opportunity and Affirmative Action (EEO/AA) Statement

The GRANTEE will, in all solicitations or advertisements for employees placed by or on behalf of the GRANTEE, state that it is an Equal Opportunity or Affirmative Action employer.

6) Subcontract Provisions

The GRANTEE will include the provisions of Section No. 10 A, Civil Rights , and B, Affirmative Action, in every subcontract or purchase order, specifically or by reference, so that such provisions will be binding upon each of its own subgrantees or subcontractors.

C. EMPLOYMENT RESTRICTIONS

1) Prohibited Activity

The GRANTEE is prohibited from using funds provided herein or personnel employed in the administration of the program for: political activities; inherently religious activities; lobbying; political patronage; and nepotism activities.

2) Labor Standards

a. The GRANTEE agrees to comply with the requirements of the Secretary of Labor in accordance with the Davis-Bacon Act as amended, the provisions of Contract Work Hours and Safety Standards Act (40 U.S.C. 327 *et seq.*) and all other applicable Federal, state and local laws and

regulations pertaining to labor standards insofar as those acts apply to the performance of this Agreement. The GRANTEE agrees to comply with the Copeland Anti-Kick Back Act (18 U.S.C. 874 *et seq.*) and its implementing regulations of the U.S. Department of Labor at 29 CFR Part 5. The GRANTEE shall maintain documentation that demonstrates compliance with hour and wage requirements of this part. Such documentation shall be made available to the CITY for review upon request.

- b. The GRANTEE agrees that, except with respect to the rehabilitation or construction of residential property containing less than eight (8) units, all contractors engaged under contracts in excess of \$2,000.00 for construction, renovation or repair work financed in whole or in part with assistance provided under this Agreement, shall comply with Federal requirements adopted by the CITY pertaining to such contracts and with the applicable requirements of the regulations of the Department of Labor, under 29 CFR Parts 1, 3, 5 and 7 governing the payment of wages and ratio of apprentices and trainees to journey workers; provided that, if wage rates higher than those required under the regulations are imposed by state or local law, nothing hereunder is intended to relieve the GRANTEE of its obligation, if any, to require payment of the higher wage. The GRANTEE shall cause or require to be inserted in full, in all such contracts subject to such regulations, provisions meeting the requirements of this paragraph.

3) “Section 3” Clause

a. Compliance

Compliance with the provisions of Section 3 of the HUD Act of 1968, as amended, and as implemented by the regulations set forth in 24 CFR 135, and all applicable rules and orders issued hereunder prior to the execution of this Agreement, shall be a condition of the Federal financial assistance provided under this Agreement and binding upon the CITY, the GRANTEE and any of the GRANTEE’s subrecipients and subcontractors. Failure to fulfill these requirements shall subject the CITY, the GRANTEE and any of the GRANTEE’s subrecipients and subcontractors, their successors and assigns, to those sanctions specified by the Agreement through which Federal assistance is provided. The GRANTEE certifies and agrees that no contractual or other disability exists that would prevent compliance with these requirements.

The GRANTEE further agrees to comply with these “Section 3” requirements and to include the following language in all subcontracts executed under this Agreement:

“The work to be performed under this Agreement is a project assisted under a program providing direct Federal financial assistance from HUD and is subject to the

requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 1701). Section 3 requires that to the greatest extent feasible opportunities for training and employment be given to low- and very low-income residents of the project area, and that contracts for work in connection with the project be awarded to business concerns that provide economic opportunities for low- and very low-income persons residing in the metropolitan area in which the project is located.”

The GRANTEE further agrees to ensure that opportunities for training and employment arising in connection with a housing rehabilitation (including reduction and abatement of lead-based paint hazards), housing construction, or other public construction project are given to low- and very low-income persons residing within the metropolitan area in which the CDBG-funded project is located; where feasible, priority should be given to low- and very low-income persons within the service area of the project or the neighborhood in which the project is located, and to low- and very low-income participants in other HUD programs; and award contracts for work undertaken in connection with a housing rehabilitation (including reduction and abatement of lead-based paint hazards), housing construction, or other public construction projects to business concerns that provide economic opportunities for low- and very low-income persons residing within the metropolitan area in which the CDBG-funded project is located; where feasible, priority should be given to business concerns that provide economic opportunities to low- and very low-income residents within the service area or the neighborhood in which the project is located, and to low- and very low-income participants in other HUD programs.

The GRANTEE certifies and agrees that no contractual or other legal incapacity exists that would prevent compliance with these requirements.

b. Notifications

The GRANTEE agrees to send to each labor organization or representative of workers with which it has a collective bargaining agreement or other contract or understanding, if any, a notice advising said labor organization or worker’s representative of its commitments under this Section 3 clause and shall post copies of the notice in conspicuous places available to employees and applicants for employment or training.

c. Subcontracts

The GRANTEE will include this Section 3 clause in every subcontract and will take appropriate action pursuant to the subcontract upon a finding that the subcontractor is in violation of regulations issued by the grantor

agency. The GRANTEE will not subcontract with any entity where it has notice or knowledge that the latter has been found in violation of regulations under 24 CFR Part 135 and will not let any subcontract unless the entity has first provided it with a preliminary statement of ability to comply with the requirements of these regulations.

D. CONDUCT.

1) Assignability

The GRANTEE shall not assign or transfer any interest in this Agreement without the prior written consent of the CITY thereto; provided, however, that claims for money due or to become due to the GRANTEE from the CITY under this Agreement may be assigned to a bank, trust company, or other financial institution without such approval. Notice of any such assignment or transfer shall be furnished promptly to the CITY.

2) Subcontracts

a. Approvals

The GRANTEE shall not enter into any subcontracts with any agency or individual in the performance of this Agreement without the written consent of the CITY prior to the execution of such agreement.

b. Monitoring

The GRANTEE will monitor all subcontracted services on a regular basis to assure contract compliance. Results of monitoring efforts shall be summarized in written reports and supported with documented evidence of follow-up actions taken to correct areas of noncompliance.

c. Content

The GRANTEE shall cause all of the provisions of this Agreement in its entirety to be included in, and made a part of any subcontract executed in the performance of this Agreement.

d. Selection Process

The GRANTEE shall undertake to insure that all subcontracts let in the performance of this Agreement shall be awarded on a fair and open competition basis, in accordance with applicable procurement requirements. Executed copies of all subcontracts shall be forwarded to the CITY along with documentation concerning the selection process.

3) Hatch Act

The GRANTEE agrees that no funds provided, nor personnel employed under this Agreement, shall be in any way or to any extent engaged in the conduct of political activities in violation of Chapter 15 of Title V of the U.S.C.

4) Conflict of Interest

The GRANTEE agrees to abide by the provisions of 2 CFR 200.112 and 24 CFR 570.611, which include (but are not limited to) the following:

- a. The GRANTEE shall maintain a written code or standards of conduct that shall govern the performance of its officers, employees or agents engaged in the award and administration of contracts supported by Federal funds.
- b. No employee, officer or agent of the GRANTEE shall participate in the selection, or in the award, or administration of, a contract supported by Federal funds if a conflict of interest, real or apparent, would be involved.
- c. No covered persons who exercise or have exercised any functions or responsibilities with respect to CDBG-assisted activities, or who are in a position to participate in a decision-making process or gain inside information with regard to such activities, may obtain a financial interest in any contract, or have a financial interest in any contract, subcontract, or agreement with respect to the CDBG-assisted activity, or with respect to the proceeds from the CDBG-assisted activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for a period of one (1) year thereafter. For purposes of this paragraph, a "covered person" includes any person who is an employee, agent, consultant, officer, or elected or appointed official of the CITY, the GRANTEE, or any designated public agency.
- d. GRANTEE shall disclose in writing any potential conflict of interest to the CITY in a timely manner.

5) Lobbying

The GRANTEE hereby certifies that:

- a. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement; and
- b. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative

agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and

- c. It will require that the language of paragraph (d) [below] of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly; and

- d. Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S.C. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

- 6) Copyright

If this Agreement results in any copyrightable material or inventions, the CITY and/or grantor agency reserves the right to royalty-free, non-exclusive and irrevocable license to reproduce, publish or otherwise use and to authorize others to use, the work or materials for governmental purposes.

- 7) Religious Activities

The GRANTEE agrees that funds provided under this Agreement will not be utilized for inherently religious activities prohibited by 24 CFR 570.200(j), such as worship, religious instruction, or proselytization.

- a. Organizations that are directly funded under the CDBG program may not engage in inherently religious activities, such as worship, religious instruction, or proselytization, as part of the programs or services funded under this part. If an organization conducts such activities, the activities must be offered separately, in time or location, from the programs or services funded under this part, and participation must be voluntary for the beneficiaries of the HUD-funded programs or services.

SECTION NO. 11: ENVIRONMENTAL CONDITIONS

A. AIR AND WATER

The GRANTEE agrees to comply with the following requirements insofar as they apply to the performance of this Agreement:

- Clean Air Act, 42 U.S.C. , 7401, *et seq.*;
- Federal Water Pollution Control Act, as amended, 33 U.S.C., 1251, *et seq.*, as amended, 1318 relating to inspection, monitoring, entry, reports, and information, as well as other requirements specified in said Section 114 and Section 308, and all regulations and guidelines issued thereunder;

- Environmental Protection Agency (EPA) regulations pursuant to 40 CFR Part 50, as amended.

B. FLOOD DISASTER PROTECTION

In accordance with the requirements of the Flood Disaster Protection Act of 1973 (42 U.S.C. 4001), the GRANTEE shall assure that for activities located in an area identified by the Federal Emergency Management Agency (FEMA) as having special flood hazards, flood insurance under the National Flood Insurance Program is obtained and maintained as a condition of financial assistance for acquisition or construction purposes (including rehabilitation).

C. LEAD-BASED PAINT

The GRANTEE agrees that any construction or rehabilitation of residential structures with assistance provided under this Agreement shall be subject to HUD Lead-Based Paint Regulations at 24 CFR 570.608, and 24 CFR Part 35, Subpart B. Such regulations pertain to all CDBG-assisted housing and require that all owners, prospective owners, and tenants of properties constructed prior to 1978 be properly notified that such properties may include lead-based paint. Such notification shall point out the hazards of lead-based paint and explain the symptoms, treatment and precautions that should be taken when dealing with lead-based paint poisoning and the advisability and availability of blood lead level screening for children under seven (7) years. The notice should also point out that if lead-based paint is found on the property, abatement measures may be undertaken. The regulations further require that, depending on the amount of Federal funds applied to a property, paint testing, risk assessment, treatment and/or abatement may be conducted.

D. HISTORIC PRESERVATION

The GRANTEE agrees to comply with the Historic Preservation requirements set forth in the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470) and the procedures set forth in 36 CFR Part 800, Advisory Council on Historic Preservation Procedures for Protection of Historic Properties, insofar as they apply to the performance of this Agreement.

In general, this requires concurrence from the State Historic Preservation Officer for all rehabilitation and demolition of historic properties that are fifty (50) years old or older or that are included on a Federal, state, or local historic property list.

SECTION NO. 12: SEVERABILITY

If any provision of this Agreement is held invalid, the remainder of the Agreement shall not be affected thereby and all other parts of this Agreement shall nevertheless be in full force and effect.

SECTION NO. 13: SECTION HEADINGS AND SUBHEADINGS

The section headings and subheadings contained in this Agreement are included for convenience only and shall not limit or otherwise affect the terms of this Agreement.

SECTION NO. 14: WAIVER

The CITY's failure to act with respect to a breach by the GRANTEE does not waive its right to act with respect to subsequent or similar breaches. The failure of the CITY to exercise or enforce any right, remedy or provision shall not constitute a waiver of such right, remedy or provision, at any time.

SECTION NO. 15: ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the CITY and the GRANTEE for the use of funds received under this Agreement, and it supersedes all prior or contemporaneous communications and proposals, whether electronic, oral, or written between the CITY and the GRANTEE with respect to this Agreement.

SECTION NO. 16: 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 a valid annual business registration. The GRANTEE shall be responsible for contacting the State of Washington Business License Services at <http://bls.dor.wa.gov> or 1-800-451-7985 to obtain a business registration. If the GRANTEE 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.

SECTION NO. 17: FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT OF 2006

The GRANTEE shall comply with the requirements of the Federal Funding Accountability and Transparency Act of 2006 as outlined in Attachment A.

CITY OF SPOKANE

SPOKANE NEIGHBORHOOD ACTION
PARTNERS

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

Attest:

City Clerk

Approved as to form:

Assistant City Attorney

Grants & Contracts

DRAFT

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

12/11/2017

<u>Date Rec'd</u>	11/22/2017
<u>Clerk's File #</u>	OPR 2017-0844
<u>Renews #</u>	

Submitting Dept	HOUSING & HUMAN SERVICES	Cross Ref #	
Contact Name/Phone	PAUL 6329	Project #	
Contact E-Mail	PTRAUTMAN@SPOKANECITY.ORG	Bid #	4076-14
Agenda Item Type	Contract Item	Requisition #	CY2018
Agenda Item Name	1680 - SINGLE FAMILY REHABILITATION PROGRAM PROGRAM MANAGER		

Agenda Wording

Contract with Spokane Neighborhood Action Partners (SNAP) to manage the Single Family Rehabilitation home rehab loan program for low-income homeowners utilizing \$1,288,641 of HUD CDBG funds.

Summary (Background)

The Single Family Rehabilitation program provides home repair loans that address significant in-home health and safety deficiencies and reduce operating costs for low-income homeowners. SNAP has delivered this program since 2015 following a competitive procurement. This contract provides \$1,288,641 to serve 33 low-income homeowners.

<u>Fiscal Impact</u>	Grant related? YES	<u>Budget Account</u>
	Public Works? NO	
Expense \$ 1,288,641	# 1695 95807 51010 54201 72001	
Select \$	#	
Select \$	#	
Select \$	#	
<u>Approvals</u>		<u>Council Notifications</u>
<u>Dept Head</u>	KEENAN, KELLY	<u>Study Session</u> 11/13/2017
<u>Division Director</u>	MALLAHAN, JONATHAN	<u>Other</u>
<u>Finance</u>	HUGHES, MICHELLE	Distribution List
<u>Legal</u>	ODLE, MARI	ptrautman@spokanecity.org
<u>For the Mayor</u>	DUNIVANT, TIMOTHY	swilson@spokanecity.org
<u>Additional Approvals</u>		cbrown@spokanecity.org
<u>Purchasing</u>	WAHL, CONNIE	kkeck@spokanecity.org

Urban Development Committee Briefing Paper

Division & Department:	Community, Housing, and Human Services (CHHS)
Subject:	CDBG-funded contracts with SNAP for the Essential Repair program and Single Family Rehabilitation program CY2018 contracts.
Date:	November 13, 2017
Author (email & phone):	Paul Trautman ptrautman@spokanecity.org 625-6329
City Council Sponsor:	Ben Stuckart
Executive Sponsor:	Gavin Cooley
Committee(s) Impacted:	Urban Development
Type of Agenda item:	X Consent <input type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
Alignment:	CHHS Action Plan to HUD - Program Year 2017
Strategic Initiative:	Preserve and expand quality, safe and affordable housing choices
Deadline:	December 11, 2017
Outcome:	Preserve low-income homeowner homes by providing approximately 250 minor home repair grants and 30 substantial home repair loans.

Background/History:

The Essential Repair program provides grants totaling up to \$4,000 for minor but critical repairs that allow low-income homeowners to safely remain in their home. Typical repairs include furnace repair, roof repair, and handicap ramps. Grants up to \$10,000 may also be provided to support Single Family Rehabilitation loans if repair needs exceed homeowner's ability to afford loan payments. Typical annual contracts are \$400,000 to serve 250 low-income homeowners.

The Single Family Rehabilitation program provides loans up to \$30,000 for substantial home repairs that address in-home health and safety deficiencies and reduce operating costs for low-income homeowners. Typical work includes furnace replacement, roof replacement and sewer line replacement. Typical annual contracts are \$1,200,000 to serve 30 low-income homeowners.

In a 2014 RFP, CHHS procured SNAP to provide Program Manager services under annually-renewable contracts for a maximum of 5 years. This contract will be the 3rd contract renewal.

Executive Summary:

- CHHS staff is preparing draft CY2018 CDBG subrecipient contracts for the Essential Repair and Single Family Rehabilitation programs.
- The Affordable Housing Committee and CHHS Board will review SNAP's CY2017 performance as Program Manager as well as SNAP's CY2018 programs delivery proposal.
- The final CDBG contracts will incorporate any Committee and Board recommendations.
- Contracts should be executed by December 31 to ensure uninterrupted programs delivery for low-income homeowners.

Budget Impact:

Approved in current year budget? X Yes ☐ No

Annual/Reoccurring expenditure? X Yes ☐ No

If new, specify funding source:

Other budget impacts: These contracts are fully funded by the CDBG Revolving Loan Fund (RLF)

Operations Impact:

Consistent with current operations/policy? X Yes ☐ No

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

Specify changes required: None

Known challenges/barriers: None

AGREEMENT BETWEEN**CITY OF SPOKANE AND SPOKANE NEIGHBORHOOD ACTION PARTNERS IN CONJUNCTION
WITH PROGRAM YEAR 2017 COMMUNITY DEVELOPMENT BLOCK GRANT**

1. Grantee Spokane Neighborhood Action Partners (SNAP) 3102 West Fort George Wright Drive Spokane, Washington 99224		2. Contract Amount \$1,288,640.00		3. Tax ID# 91-1311127	
				4. DUNS# 180971087	
5. Grantee's Program Representative Julie Honekamp, CEO 3102 W Fort George Wight Dr. Spokane, WA 99224 honekamp@snapwa.org (509) 456-7627 ext. 5203			6. City's Program Representative Paul Trautman, Program Manager 808 W. Spokane Falls Blvd Spokane, WA 99201 (509) 625-6329 ptrautman@spokanecity.org		
7. Grantee's Financial Representative Kathy Allen, Fiscal Director 3102 W. Fort George Wright Dr. Spokane, WA 99224 (509) 456-7627 ext. 5301 allen@snapwa.org			8. City's Contract Representative Cassi Brown, Grants Analyst 808 W. Spokane Falls Blvd Spokane, WA 99201 (509) 625-6053 cbrown@spokanecity.org		
9. Grantor Award # B-17-MC-53-0006		10. Start Date 01/01/2018		11. End Date 12/31/2018	
12. Federal Funds CDBG	CFDA # 14.218	Federal Agency U.S. Department of Housing & Urban Development (HUD)			
13. Total Federal Award \$3,014,163.00	14. Federal Award Date 10/19/2017		15. Research & Development? N/A		16. Indirect Cost Rate Agency Allocation Plan
17. Grantee Selection Process: (check all that apply or qualify) <input type="checkbox"/> Sole Source <input type="checkbox"/> A/E Services <input checked="" type="checkbox"/> Competitive Bidding/RFP <input type="checkbox"/> Pre-approved by Funder			18. Grantee Type: (check all that apply) <input type="checkbox"/> Private Organization/Individual <input type="checkbox"/> Public Organization/Jurisdiction <input type="checkbox"/> VENDOR <input checked="" type="checkbox"/> SUBRECIPIENT <input checked="" type="checkbox"/> Non-Profit <input type="checkbox"/> For-Profit		
19. Grant Purpose: To support community-based activities directed toward neighborhood revitalization, economic development, and community services facilities, and improvements pursuant to the Housing and Community Development Act of 1974, Title I, Part 24, Section 570, Public Law 93-383, 88 Stat. 633, 42 U.S.C. 5301-5321. This Agreement is subject to applicable uniform administrative requirements as described in 24 CFR Part 570 and 2 CFR 200, as applicable.					
20. CITY and the GRANTEE , as identified above, acknowledge and accept the terms of this Agreement and attachments and have executed this Agreement on the date signed to start as of the date and year referenced above. The rights and obligations of both parties to this Agreement are governed by this Agreement and the following other documents incorporated by reference: (1) Terms and Conditions, (2) GRANTEE Single Family Rehabilitation Program Guidelines, (3) Attachment "A" - Suspension & Debarment and FFATA Certification, and (4) Attachment "B" - Grantee Billing Form.					

(FACE SHEET)

TERMS AND CONDITIONS

SECTION NO. 1: SCOPE OF SERVICE

A. ACTIVITIES.

The GRANTEE will be responsible for administering a CDBG Year 2017 Single Family Rehabilitation Program (Program) in a manner satisfactory to the CITY and consistent with any standards required as a condition of providing these funds. Such program will include the following activities eligible under the Community Development Block Grant program:

1) Program Delivery.

Activity #1 Provide low-cost loans for needed home repairs to assist low-income homeowners maintain a safe and efficient home. These home repairs address health and safety deficiencies, and reduce operating costs (to the extent practicable).

Activity Location(s): Various locations within the City of Spokane.

GRANTEE shall perform activities as outlined in its Single Family Rehabilitation Program Management Services Proposal submitted to the City of Spokane November 24, 2014, as incorporated herein by reference, and in accordance with the Single Family Home Rehabilitation Program Guidelines maintained by GRANTEE, also incorporated herein by reference.

2) General Administration.

GRANTEE shall provide general administrative services related to the planning and execution of all CDBG activities, including general management, oversight, and coordination and training on CDBG requirements to ensure that specified activities are provided and performance outcomes are achieved.

B. NATIONAL OBJECTIVES.

1) All activities funded with CDBG funds must meet one (1) of the CDBG program's National Objectives: benefit low- and moderate-income persons; aid in the prevention or elimination of slums or blight; or meet community development needs having a particular urgency, as defined in 24 CFR 570.208.

2) The GRANTEE certifies that the activity (ies) carried out under this Agreement will meet the specific National Objective: to benefit low- and moderate-income persons. This will be accomplished by providing loans to repair single-family homes of low- and moderate-income persons.

C. LEVELS OF ACCOMPLISHMENT – GOALS AND PERFORMANCE MEASURES.

- 1) The GRANTEE shall provide program management services to deliver thirty three (33) home rehabilitation loans per year to homeowners who occupy the assisted home as their primary residence and who are at or below eighty percent (80%) of Area Median Income, as described and periodically revised by HUD.

NOTE: The Unit of Measure is defined as one (1) unduplicated home rehabilitation loan provided.

D. STAFFING.

GRANTEE shall notify CITY in writing of any changes in the Key Personnel assigned, which shall include qualifications such as a resume.

E. PERFORMANCE MONITORING.

The CITY will monitor the performance of the GRANTEE on a risk-based approach against the goals and performance measures provided above, timely submittal of performance data, spend down of grant funds, and all other terms and conditions of this Agreement. Substandard performance as determined by the CITY will constitute noncompliance with this Agreement and shall result in action which may include, but is not limited to: the GRANTEE being required to submit and implement a corrective action plan, payment suspension, funding rejection, or grant termination. If action to correct such substandard performance is not taken by the GRANTEE within a reasonable period of time after being notified by the CITY, Agreement suspension or termination procedures will be initiated.

At least once annually, the CITY will perform onsite interviews and file review to verify GRANTEE, contractor, project and program compliance with CITY requirements.

SECTION NO. 2: TIME OF PERFORMANCE

The term of this Agreement shall commence as of the date on the FACE SHEET and shall terminate on the termination date on the FACE SHEET, unless earlier terminated upon mutual agreement of the PARTIES, or upon termination of the CITY's CDBG Program as funded by HUD. The term of this Agreement and the provisions herein shall be extended to cover any additional time period during which the GRANTEE remains in control of CDBG funds or other CDBG assets, including program income.

SECTION NO. 3: BUDGET

GENERAL ADMINISTRATION	
General Administration	\$35,573
Subtotal	\$35,573
PROGRAM MANAGEMENT	
Program Salaries & Benefits	\$221,524
Other Program Expenses	\$56,268

	Subtotal	\$277,792
LOAN/CONSTRUCTION		
Construction Loans		\$909,000
Fees, Testing, and Relocation		\$66,275
	Subtotal	\$975,275
	GRAND TOTAL	\$1,288,640

Any indirect costs charged must be consistent with 2 CFR 200 and its Appendix IX and applied using the rate and basis specified on the Face Sheet. In addition, the CITY may require a more detailed budget breakdown than the one contained herein, and the GRANTEE shall provide such supplementary budget information in a timely fashion in the form and content prescribed by the CITY.

Any amendments to the budget must be requested in writing by the GRANTEE and shall be submitted to the CITY's Contract Representative. If approved, the CITY will notify the GRANTEE formally in writing with an Amendment document to this Agreement. **Budgeted amounts shall not be shifted between categories or programs without written approval by the CITY** and any costs for completing the project over and above the amount awarded by the CITY shall be the sole responsibility of the GRANTEE.

SECTION NO. 4: PAYMENT

CITY shall reimburse GRANTEE an amount not to exceed the amount set forth on the Face Sheet of this Agreement for all things necessary for, or incidental to the performance of Services as set forth in Section No. 1 of this Agreement.

GRANTEE's reimbursement for Services set forth in Section No. 1 of this Agreement shall be in accordance with the terms and conditions set forth in the budget as outlined in Section No. 3 of this Agreement, as well as in accordance with the performance requirements. The CITY reserves the right to revise this amount in any manner which the CITY may deem appropriate in order to account for any future fiscal limitations affecting the CITY.

Payments may be contingent upon certification of the GRANTEE's financial management system in accordance with the standards specified in 24 CFR 84.21 and 2 CFR 200.302.

SECTION NO. 5: NOTICES

- A. Notices required by this Agreement shall be in writing and delivered via U.S.P.S. mail (postage prepaid), commercial courier, or personal delivery or sent by facsimile or other electronic means. Any notice delivered or sent as aforesaid, shall be effective on the date of delivery or sending. All notices and other written communications under this Agreement shall be addressed to the GRANTEE Chief Officer.
- B. Communication and details concerning this Agreement shall be directed to the GRANTEE Chief Officers and Agreement representatives as identified on the FACE SHEET.

SECTION NO. 6: SPECIAL CONDITIONS

CITY shall be notified in writing and preferably in advance of any changes to the Single Family Home Rehabilitation Program Guidelines maintained by GRANTEE.

GRANTEE shall check and document verification that selected contractor(s) do not have active exclusions using the Federal System for Award Management (www.sam.gov). This shall be done by printing a copy of the search results.

CITY assumes no liability for construction management, payment of construction draws, and/or warranties.

CITY shall be notified in writing of any changes to GRANTEE policies and procedures regarding the Single Family Rehabilitation Program.

Failure to comply with this Section shall be grounds to terminate this Agreement and the GRANTEE shall be liable to reimburse the CITY for any funds advanced under this Agreement.

SECTION NO. 7: GENERAL CONDITIONS

A. GENERAL COMPLIANCE.

The GRANTEE agrees to comply with the requirements of Title 24 of the Code of Federal Regulations, Part 570 (the U.S. Housing and Urban Development regulations concerning Community Development Block Grants (CDBG)) including subpart K of these regulations, except that (1) the GRANTEE does not assume the recipient's environmental responsibilities described in 24 CFR 570.604 and (2) the GRANTEE does not assume the recipient's responsibility for initiating the review process under the provisions of 24 CFR Part 52. The GRANTEE also agrees to comply with all other applicable Federal, state and local laws, regulations, and policies governing the funds provided under this Agreement. The GRANTEE further agrees to utilize funds available under this Agreement to supplement rather than supplant funds otherwise available.

B. "INDEPENDENT CONTRACTOR".

Nothing contained in this Agreement is intended to, or shall be construed in any manner, as creating or establishing the relationship of employer/employee between the parties. The GRANTEE shall at all times remain an "independent contractor" with respect to the services to be performed under this Agreement. The CITY shall be exempt from payment of all Unemployment Compensation, FICA, retirement, life and/or medical insurance and Workers' Compensation Insurance, as the GRANTEE is an independent contractor.

C. HOLD HARMLESS.

The GRANTEE shall hold harmless, defend and indemnify the CITY from any and all claims, actions, suits, charges and judgments whatsoever that arise out of the GRANTEE's performance or nonperformance of the services or subject matter called for in this Agreement.

D. WORKERS' COMPENSATION.

The GRANTEE shall provide the statutorily required Workers' Compensation Insurance coverage for all of its subject employees involved in the performance of this Agreement.

E. INSURANCE AND BONDING.

During the term of the Agreement, the GRANTEE shall maintain in force, solely at its own expense, the following types and amounts of insurance:

- 1) 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. Supplemental umbrella insurance coverage, combined with GRANTEE's General Liability Insurance of not less than \$1,000,000 each occurrence for Bodily Injury and Property Damage is also acceptable. It shall provide that the CITY, its agents, officers and employees are Additional Insureds but only with respect to the GRANTEE's services to be provided under this Agreement; and
- 2) 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 or 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 GRANTEE or its insurer(s) to the CITY. As evidence of the insurance coverages required by this Agreement, the GRANTEE shall furnish an acceptable insurance certificate to the CITY at the time the GRANTEE returns the signed Agreement.

The GRANTEE shall comply with the bonding and insurance requirements of 24 CFR 84.31 and 84.48, Bonding and Insurance.

F. CITY RECOGNITION.

The GRANTEE shall insure recognition of the role of the CITY in providing services through this Agreement. All activities, facilities and items utilized pursuant to this Agreement shall be prominently labeled as to the funding source. In addition, the GRANTEE will include a reference to the support provided herein in all publications which are made possible via the funds made available under this Agreement.

G. AMENDMENTS.

The CITY or GRANTEE may amend this Agreement at any time provided that such amendments make specific reference to this Agreement, and are executed in writing and signed by a duly authorized representative of each organization. Such amendments shall not invalidate this Agreement, nor relieve or release the CITY or GRANTEE from its obligations under this Agreement. **All amendments to this agreement must be requested in writing by the GRANTEE and shall be submitted to the CITY's Contract Representative.** Requests for amendments to the budget must be submitted in writing as set forth in Section No. 3 of this Agreement.

The CITY may, in its discretion, amend this Agreement to conform with Federal, state or local governmental guidelines, policies and available funding amounts, or for other reasons. If such amendments result in a change in the overall funding, the scope of services, period of performance or schedule of the activities to be undertaken as part of this Agreement, such modifications will be incorporated only by formal written amendment signed by both CITY and GRANTEE.

H. SUSPENSION OR TERMINATION.

- 1) In accordance with 2 CFR 200.338 and 200.339, the CITY may suspend or terminate this Agreement if the GRANTEE materially fails to comply with any terms of this Agreement, which include (but are not limited to) the following:
 - a. Failure to comply with any of the rules, regulations or provisions referred to herein, or such statutes, regulations, executive orders, and HUD guidelines, policies or directives as may become applicable at any time;
 - b. Failure, for any reason, of the GRANTEE to fulfill in a timely and proper manner its obligations under this Agreement;
 - c. Ineffective or improper use of funds provided under this Agreement; or
 - d. Submission by the GRANTEE to the CITY reports that are incorrect or incomplete in any material respect.
- 2) In accordance with 2 CFR 200.339, this Agreement may also be terminated for convenience by either the CITY or the GRANTEE, in whole or in part, by setting forth the reasons for such termination, the effective date, and, in the case of partial termination, the portion to be terminated. However, if in the case of a partial termination, the CITY determines that the remaining portion of the award will not accomplish the purpose for which the award was made, the CITY may terminate the award in its entirety.
- 3) If the Agreement is terminated or partially terminated, both the CITY and GRANTEE remain responsible for compliance with the requirements in 2 CFR 200.343 Closeout and 200.344 Post-closeout adjustments and continuing responsibilities. In addition, CITY shall report any terminations for the GRANTEE's material failure to comply with the Federal statutes, regulations, or terms and conditions of the Federal award into the Office of Management and Budget (OMB) designated integrity and performance system accessible through SAM (currently FAPIIS) as required under 2 CFR 200.340.

SECTION NO. 8: ADMINISTRATIVE REQUIREMENTS

A. FINANCIAL MANAGEMENT.

1) Accounting Standards

The GRANTEE agrees to comply with 2 CFR 200 Subpart D and agrees to adhere to the accounting principles and procedures required therein, utilize adequate internal controls, and maintain necessary source documentation for all costs incurred.

The GRANTEE shall establish and maintain a system of internal accounting control which complies with applicable Generally Accepted Accounting Principles (GAAP).

2) Cost Principles

The GRANTEE shall administer its program in conformance with 2 CFR 200 Subpart E, as applicable. These principles shall be applied for all costs incurred whether charged on a direct or indirect basis.

B. DOCUMENTATION AND RECORD KEEPING

1) Records to be Maintained

The GRANTEE shall maintain all records required by the Federal regulations specified in 2 CFR 200 Subpart D, that are pertinent to the activities to be funded under this Agreement. Such records shall include but not be limited to:

- a. Records providing a full description of each activity undertaken;
- b. Records demonstrating that each activity undertaken meets one (1) of the National Objectives of the CDBG program;
- c. Records required to determine the eligibility of activities;
- d. Records required to document the acquisition, improvement, use or disposition of real property acquired or improved with CDBG assistance;
- e. Records documenting compliance with the fair housing and equal opportunity components of the CDBG program;
- f. Financial records as required; and
- g. Other records necessary to document compliance with Subpart K of 24 CFR Part 570.

2) Retention

The GRANTEE shall retain all financial records, supporting documents, statistical records, and all other records pertinent to this Agreement for a period of three (3) years. The retention period begins on the date of the submission of the CITY's annual performance and evaluation report to HUD, in which the activities assisted

under the Agreement are reported for the final time. Notwithstanding the above, if there is litigation, claims, audits, negotiations or other actions that involve any of the records cited, and have commenced before the expiration of the three-year period, then such records must be retained until completion of the actions and resolution of all issues, or the expiration of the three-year period, whichever occurs later.

3) Client Data

The GRANTEE shall maintain client data demonstrating client eligibility for services provided. Such data shall include, but not be limited to: client name, address, income level or other basis for determining eligibility, and description of service provided. Such information shall be made available to CITY monitors or their designees for review upon request.

4) Disclosure

a. "Confidential Information" as used in this section includes:

- i. All material provided to the GRANTEE by CITY that is designated as "confidential" by CITY;
- ii. All material produced by the GRANTEE that is designated as "confidential" by CITY; and
- iii. All personal information in the possession of the GRANTEE that may not be disclosed under state or Federal law. "Personal information" includes but is not limited to information related to a person's name, health, finances, education, business, use of government services, addresses, telephone numbers, social security number, driver's license number and other identifying numbers, and "Protected Health Information" under the Federal Health Insurance Portability and Accountability Act of 1996 (HIPAA).

b. The GRANTEE shall comply with all state and Federal laws related to the use, sharing, transfer, sale, or disclosure of Confidential Information. The GRANTEE shall use Confidential Information solely for the purposes of this Grant and shall not use, share, transfer, sell or disclose any Confidential Information to any third party, except with the prior written consent of CITY, or as may be required by law. The GRANTEE shall take all necessary steps to assure that Confidential Information is safeguarded to prevent unauthorized use, sharing, transfer, sale or disclosure of Confidential Information, or violation of any state or Federal laws related thereto. Upon request, the GRANTEE shall provide CITY with its policies and procedures on confidentiality. CITY may require changes to such policies and procedures as they apply to this Agreement whenever CITY reasonably determines that changes are necessary to prevent unauthorized disclosures. The GRANTEE shall make the changes within the time period specified by CITY. Upon request, the GRANTEE shall immediately return to CITY any Confidential Information that CITY reasonably determines has not been adequately protected by the GRANTEE against unauthorized disclosure.

- c. Unauthorized Use or Disclosure. The GRANTEE shall notify CITY within five (5) working days of any unauthorized use or disclosure of any Confidential Information, and shall take necessary steps to mitigate the harmful effects of such use or disclosure.
- d. GRANTEE shall maintain the confidentiality of records pertaining to any individual or family that was provided family violence prevention or treatment services through the project.
- e. GRANTEE certifies that the address or location of any family violence project will not be made public, except with written authorization of the person responsible for the operation of such project.

5) Close-outs

The GRANTEE's obligation to the CITY shall not end until all close-out requirements are completed. Activities during this close-out period shall include, but are not limited to: making final payments, disposing of program assets (including the return of all unused materials, equipment, unspent cash advances, program income balances, and accounts receivable to the CITY), and determining the custodianship of records. Notwithstanding the foregoing, the terms of this Agreement shall remain in effect during any period that the GRANTEE has control over CDBG funds, including program income.

6) Audits & Inspections

All GRANTEE records with respect to any matters covered by this Agreement shall be made available the CITY, HUD or its agent, or other authorized Federal officials, at any time during normal business hours, as often as deemed necessary, to audit, examine, and make excerpts or transcripts of all relevant data.

If this Agreement is funded by Federal sources as identified on the FACE SHEET, the GRANTEE that expends \$750,000 or more in a fiscal year in federal funds from all sources hereby agrees to have an annual agency audit conducted in accordance with 2 CFR 200 Subpart F. The CITY reserves the right to require special procedures which are more limited in scope than a full audit for those GRANTEEs expending less than \$750,000 in Federal funds. GRANTEE's requirement to have an audit must ensure the audits are performed in accordance with Generally Accepted Auditing Standards (GAAS) or; Government Auditing Standards (the Revised Yellow Book) developed by the Comptroller General.

The GRANTEE must send a copy of its audit report, corrective action plan for any audit finding(s), and Management Letter to the CITY's Contract Representative (designated on the FACE SHEET of this Agreement), 808 West Spokane Falls Boulevard, Spokane, Washington 99201, or to chhsreports@spokanecity.org, within the earlier of thirty (30) calendar days after receipt of the auditor's report(s), but no later than nine (9) months after the end of the audit period. Corrective action plans are to be submitted for all finding and Management Letters, not only those related to funding received from the CITY.

The GRANTEE that expends less than \$750,000 in a fiscal year in federal funds from all sources shall submit a copy of the GRANTEE's most recent Audited Financial Statement to the CITY's Contract Representative (designated on the FACE SHEET of this Agreement), 808 West Spokane Falls Boulevard, Spokane, Washington 99201, or to chhsreports@spokanecity.org, within the earlier of thirty (30) calendar days after receipt of the auditor's report(s), or no later than nine (9) months after the end of the audit period. The GRANTEE that does not receive a financial audit shall submit financial statements within ninety (90) calendar days of GRANTEE's fiscal year end to the CITY's Contract Representative by mail to the address listed above, or to chhsreports@spokanecity.org.

The GRANTEE shall maintain its records and accounts so as to facilitate the audit requirement and shall ensure that Subcontractors also maintain auditable records in the same manner. The CITY has the right to audit the finances of the GRANTEE to ensure that actual expenditures remain consistent with the spirit and intent of this Agreement.

The GRANTEE is responsible for any audit expenses incurred by its own organization or that of its Subcontractors and the CITY reserves the right to recover from the GRANTEE all disallowed costs resulting from the audit.

Failure of the GRANTEE to comply with the audit requirements will constitute a violation of this Agreement and may result in the withholding of future payments.

C. REPORTING AND PAYMENT PROCEDURES.

1) Program Income

The GRANTEE shall report monthly on invoices submitted to CITY on all program income (as defined at 24 CFR 570.500(a)) generated by activities carried out with CDBG funds made available under this Agreement. The use of program income by the GRANTEE shall comply with the requirements set forth at 24 CFR 570.504. By way of further limitations, the GRANTEE may use such income during the Agreement period for activities permitted under this Agreement, and shall reduce requests for additional funds by the amount of any such program income balances on hand. All unexpended program income shall be returned to the CITY at the end of the Agreement period. Any interest earned on cash advances from the U.S. Treasury and from funds held in a revolving fund account *is not program income and shall be remitted promptly to the CITY.*

2) Indirect Costs

If indirect costs are charged using a methodology other than a Federally negotiated indirect cost rate or 10% of Modified Total Direct Costs (MTDC), as defined in 2 CFR 200.68, the GRANTEE shall submit an indirect cost allocation plan in compliance with 2 CFR Part 200, Subpart E and Appendix IV, including a cost policy statement, to the CITY's Contract Representative for approval prior to charging indirect costs to the project. The CITY's approval of the use of the rate

shall be made in writing and the plan and cost policy statement must be updated and submitted annually. Indirect costs shall be applied in accordance with 2 CFR Part 200 Subpart E and 24 CFR 578.63

3) Payment Procedures

The CITY shall reimburse the GRANTEE only for actual incurred costs upon presentation of accurate and complete reimbursement forms as provided by the CITY in Attachment B and approved by the CITY. Only those allowable costs directly related to this Agreement shall be paid. The amount of each request must be limited to the amount needed for payment of eligible costs.

Requests for reimbursement by GRANTEE shall be submitted no more than once per month on or before the 15th of each month for the previous month's expenditures, using the forms provided by the CITY in Attachment B. For expenses incurred during the month of December, the reimbursement request shall be submitted on or before the 10th of January and for expenses incurred during the month of June, the reimbursement request shall be submitted on or before the 10th of July. In conjunction with each reimbursement request, GRANTEE shall certify that services to be performed under this Agreement do not duplicate any services to be charged against any other grant, subgrant or other founding source. **GRANTEE shall submit reimbursement requests to the CITY's Contract Representative designated on the FACE SHEET of this Agreement either by mail to the address listed above or by e-mail to chhsreports@spokanecity.org.**

Invoices must be submitted with appropriate supporting documentation, including copies of receipts, as well as invoices and time and effort tracking as directed by the CITY's Contract Representative designated on the FACE SHEET of this Agreement.

Payment will be made via direct deposit/ACH within thirty (30) days after receipt of the GRANTEE's application except as provided by state law. If the CITY objects to all or any portion of the invoice, it shall notify the GRANTEE 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.

In the event that the CITY or HUD determines that any funds were expended by the GRANTEE for unauthorized or ineligible purposes or the expenditures constitute disallowed costs in any other way, the CITY or HUD may order repayment of the same. The GRANTEE shall remit the disallowed amount to the CITY within thirty (30) days of written notice of the disallowance.

- a. The GRANTEE agrees that funds determined by the CITY to be surplus upon completion of the Agreement will be subject to cancellation by the CITY.

- b. The CITY shall be relieved of any obligation for payments if funds allocated to the CITY cease to be available for any cause other than misfeasance of the CITY itself.
- c. The CITY reserves the right to withhold payments pending timely delivery of program reports or documents as may be required under this Agreement.

4) Activity Reports

The GRANTEE shall submit regular Activity Reports to the CITY in conjunction with reimbursement requests on or before the 15th of each month, in the format as described below. These reports shall include program accomplishments and project beneficiary data and shall include, at a minimum, the following information:

- a. Cumulative Contract Goals: completed units, administrative draws, management draws, and loan disbursements.
- b. Monthly Performance Measures: project address, borrower name, household income, race and ethnicity information, elderly status, female head of household status, loan number, loan dollar amount, dates of National Environmental Policy Act (NEPA) review completion, construction notice to proceed, construction completion, lead-based paint activity, and name of general contractor utilized.
- c. Applicants Ineligible or Withdrawn: applicant name, address, race and ethnicity, elderly status, female head of household status, and brief reason for withdrawal or ineligibility.

A sample reporting format shall be provided by the CITY if requested by GRANTEE.

5) Inventory Reports

The GRANTEE shall provide an annual and close-out inventory report to the CITY, of any fixed assets with an initial cost exceeding \$5,000 purchased or passed-through under this Agreement. The inventory report shall contain: the CFDA number of the grant which purchased the equipment and other award identification information, description of the property, serial or other identification number, who holds title, the acquisition date, cost of the property, percentage of federal participation in the costs, location, use and condition of the property, and any ultimate disposition data, including the date of disposal and sale price of the property being tracked. The annual report shall be provided within thirty (30) days of the end of the fiscal year of the GRANTEE during the performance period and the close-out inventory report shall be provided within fifteen (15) days of the end of the term of this Agreement.

Note: Inventory that is no longer needed by the GRANTEE is subject to Federal Disposition requirements. No inventory shall be relocated without the written permission of the CITY.

D. PROCUREMENT.

1) Compliance

GRANTEE shall maintain and follow procurement policies and procedures in accordance with 2 CFR 200 Subpart D, for all purchases funded by Federal funds under this Agreement.

GRANTEE and Subgrantees must receive prior approval from CITY for using funds from this Grant to enter into a sole source contract or a Grant where only one bid or proposal is received when value of the purchase or grant is expected to exceed \$5,000.

Prior approval requests shall include a copy of the proposed contract and any related procurement documents and justification for non-competitive procurement, if applicable.

2) Travel

The GRANTEE shall obtain written approval from the CITY for any travel outside the metropolitan area with funds provided under this Agreement.

E. USE AND REVERSION OF ASSETS.

The use and disposition of real property and equipment under this Agreement shall be in compliance with the requirements of 2 CFR 200 and 24 CFR 570.502, 570.503, and 570.504, as applicable, which include but are not limited to the following:

- 1) The GRANTEE shall transfer to the CITY any CDBG funds on hand and any accounts receivable attributable to the use of funds under this Agreement at the time of expiration, cancellation, or termination;
- 2) Real property under the GRANTEE's control that was acquired or improved, in whole or in part, with funds under this Agreement in excess of \$25,000 shall be used to meet one of the CDBG National Objectives pursuant to 24 CFR 570.208 until five (5) years after expiration of this Agreement. If the GRANTEE fails to use CDBG-assisted real property in a manner that meets a CDBG National Objective for the prescribed period of time, the GRANTEE shall pay the CITY an amount equal to the current fair market value of the property, less any portion of the value attributable to expenditures of non-CDBG funds for acquisition of, or improvement to, the property. Such payment shall constitute program income to the CITY. The GRANTEE may retain real property acquired or improved under this Agreement after the expiration of the five-year period; and
- 3) In all cases in which equipment acquired, in whole or in part, with funds under this Agreement and then sold, those proceeds shall be program income (prorated to reflect the extent that funds received under this Agreement were used to acquire the equipment). Equipment not needed by the GRANTEE for activities

under this Agreement shall be (a) transferred to the CITY for the CDBG program or (b) retained after compensating the CITY an amount equal to the current fair market value of the equipment, less the percentage of non-CDBG funds used to acquire the equipment.

SECTION NO. 9: RELOCATION, REAL PROPERTY ACQUISITION AND ONE-FOR-ONE HOUSING REPLACEMENT

The GRANTEE agrees to comply with (i) the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (URA), and implementing regulations at 49 CFR Part 24 and 24 CFR 570.606(b); (ii) the requirements of 24 CFR 570.606(iii) governing the Residential Anti-displacement and Relocation Assistance Plan under section 104(d) of the HCD Act; and (iv) the requirements in 24 CFR 570.606(v) governing optional relocation policies. The GRANTEE shall provide relocation assistance to displaced persons as defined by 24 CFR 570.606(b)(2) that are displaced as a direct result of acquisition, rehabilitation, demolition or conversion for a CDBG-assisted project. The GRANTEE also agrees to comply with applicable CITY ordinances, resolutions and policies concerning the displacement of persons from their residences.

SECTION NO. 10: PERSONNEL AND PARTICIPANT CONDITIONS

A. CIVIL RIGHTS.

1) Compliance

The GRANTEE agrees to comply with Title VI of the Civil Rights Act of 1964 as amended, Title VIII of the Civil Rights Act of 1968 as amended, Section 104(b) and Section 109 of Title I of the Housing and Community Development Act of 1974 as amended, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, the Age Discrimination Act of 1975, Executive Order 11063, and Executive Order 11246 as amended by Executive Orders 11375, 11478, 12107 and 12086.

The GRANTEE shall also comply with the Equal Access to Housing in HUD Programs Regardless of Sexual Orientation or Gender Identity Final Rule (Equal Access Rule) as provided under 77 FR 5662.

2) Nondiscrimination

The GRANTEE agrees to comply with the non-discrimination in employment and contracting opportunities laws, regulations, and Executive Orders referenced in 24 CFR 570.607, as revised by Executive Order 13279. The applicable non-discrimination provisions in Section 109 of the HCDA are still applicable.

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 GRANTEE 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 GRANTEE.

Discrimination shall not include GRANTEE's selection of certain individuals to serve as Board members or managers on the basis of membership in a protected class provided that the selection is based on a bona fide occupational qualification.

3) Land Covenants

This Agreement is subject to the requirements of Title VI of the Civil Rights Act of 1964 (P. L. 88-352) and 24 CFR 570.601 and 570.602. In regard to the sale, lease, or other transfer of land acquired, cleared or improved with assistance provided under this Agreement, the GRANTEE shall cause or require a covenant running with the land to be inserted in the deed or lease for such transfer, prohibiting discrimination as herein defined, in the sale, lease or rental, or in the use or occupancy of such land, or in any improvements erected or to be erected thereon, providing that the CITY and the United States are beneficiaries of and entitled to enforce such covenants. The GRANTEE, in undertaking its obligation to carry out the program assisted hereunder, agrees to take such measures as are necessary to enforce such covenant, and will not itself so discriminate.

4) Section 504

The GRANTEE agrees to comply with all Federal regulations issued pursuant to compliance with Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), which prohibits discrimination against the individuals with disabilities or handicaps in any Federally assisted program. The CITY shall provide the GRANTEE with any guidelines necessary for compliance with that portion of the regulations in force during the term of this Agreement.

B. AFFIRMATIVE ACTION.

1) Approved Plan

The GRANTEE agrees that it shall be committed to carry out pursuant to the CITY's specifications an Affirmative Action Program in keeping with the principles as provided in President's Executive Order 11246 of September 24, 1965. The CITY shall provide Affirmative Action guidelines to the GRANTEE to assist in the formulation of such program. The GRANTEE shall submit a plan for an Affirmative Action Program for approval prior to the award of funds.

2) Women- and Minority-Owned Businesses (W/MBE)

The GRANTEE will use its best efforts to afford small businesses, minority business enterprises, and women's business enterprises the maximum practicable

opportunity to participate in the performance of this Agreement. As used in this Agreement, the terms “small business” means a business that meets the criteria set forth in section 3(a) of the Small Business Act, as amended (15 U.S.C. 632), and “minority and women’s business enterprise” means a business at least fifty-one (51%) percent owned and controlled by minority group members or women. For the purpose of this definition, “minority group members” are: Afro-Americans, Spanish-speaking, Spanish surnamed or Spanish-heritage Americans, Asian-Americans, and American Indians. The GRANTEE may rely on written representations by businesses regarding their status as minority and female business enterprises in lieu of an independent investigation.

3) Access to Records

The GRANTEE shall furnish and cause each of its own subrecipients or subcontractors to furnish all information and reports required hereunder and will permit access to its books, records and accounts by the CITY, HUD or its agent, or other authorized Federal officials for purposes of investigation to ascertain compliance with the rules, regulations and provisions stated herein.

4) Notifications

The GRANTEE will send to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer, advising the labor union or worker’s representative of the GRANTEE’s commitments hereunder, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

5) Equal Employment Opportunity and Affirmative Action (EEO/AA) Statement

The GRANTEE will, in all solicitations or advertisements for employees placed by or on behalf of the GRANTEE, state that it is an Equal Opportunity or Affirmative Action employer.

6) Subcontract Provisions

The GRANTEE will include the provisions of Section No. 10 A, Civil Rights , and B, Affirmative Action, in every subcontract or purchase order, specifically or by reference, so that such provisions will be binding upon each of its own subgrantees or subcontractors.

C. EMPLOYMENT RESTRICTIONS

1) Prohibited Activity

The GRANTEE is prohibited from using funds provided herein or personnel employed in the administration of the program for: political activities; inherently religious activities; lobbying; political patronage; and nepotism activities.

2) Labor Standards

- a. The GRANTEE agrees to comply with the requirements of the Secretary of Labor in accordance with the Davis-Bacon Act as amended, the provisions of Contract Work Hours and Safety Standards Act (40 U.S.C. 327 *et seq.*) and all other applicable Federal, state and local laws and regulations pertaining to labor standards insofar as those acts apply to the performance of this Agreement. The GRANTEE agrees to comply with the Copeland Anti-Kick Back Act (18 U.S.C. 874 *et seq.*) and its implementing regulations of the U.S. Department of Labor at 29 CFR Part 5. The GRANTEE shall maintain documentation that demonstrates compliance with hour and wage requirements of this part. Such documentation shall be made available to the CITY for review upon request.
- b. The GRANTEE agrees that, except with respect to the rehabilitation or construction of residential property containing less than eight (8) units, all contractors engaged under contracts in excess of \$2,000.00 for construction, renovation or repair work financed in whole or in part with assistance provided under this Agreement, shall comply with Federal requirements adopted by the CITY pertaining to such contracts and with the applicable requirements of the regulations of the Department of Labor, under 29 CFR Parts 1, 3, 5 and 7 governing the payment of wages and ratio of apprentices and trainees to journey workers; provided that, if wage rates higher than those required under the regulations are imposed by state or local law, nothing hereunder is intended to relieve the GRANTEE of its obligation, if any, to require payment of the higher wage. The GRANTEE shall cause or require to be inserted in full, in all such contracts subject to such regulations, provisions meeting the requirements of this paragraph.

3) “Section 3” Clause

a. Compliance

Compliance with the provisions of Section 3 of the HUD Act of 1968, as amended, and as implemented by the regulations set forth in 24 CFR 135, and all applicable rules and orders issued hereunder prior to the execution of this Agreement, shall be a condition of the Federal financial assistance provided under this Agreement and binding upon the CITY, the GRANTEE and any of the GRANTEE’s subrecipients and subcontractors. Failure to fulfill these requirements shall subject the CITY, the GRANTEE and any of the GRANTEE’s subrecipients and subcontractors, their successors and assigns, to those sanctions specified by the Agreement through which Federal assistance is provided. The GRANTEE certifies and agrees that no contractual or other disability exists that would prevent compliance with these requirements.

The GRANTEE further agrees to comply with these “Section 3” requirements and to include the following language in all subcontracts executed under this Agreement:

“The work to be performed under this Agreement is a project assisted under a program providing direct Federal financial assistance from HUD and is subject to the requirements of Section 3 of the Housing and Urban Development Act of 1968, as amended (12 U.S.C. 1701). Section 3 requires that to the greatest extent feasible opportunities for training and employment be given to low- and very low-income residents of the project area, and that contracts for work in connection with the project be awarded to business concerns that provide economic opportunities for low- and very low-income persons residing in the metropolitan area in which the project is located.”

The GRANTEE further agrees to ensure that opportunities for training and employment arising in connection with a housing rehabilitation (including reduction and abatement of lead-based paint hazards), housing construction, or other public construction project are given to low- and very low-income persons residing within the metropolitan area in which the CDBG-funded project is located; where feasible, priority should be given to low- and very low-income persons within the service area of the project or the neighborhood in which the project is located, and to low- and very low-income participants in other HUD programs; and award contracts for work undertaken in connection with a housing rehabilitation (including reduction and abatement of lead-based paint hazards), housing construction, or other public construction projects to business concerns that provide economic opportunities for low- and very low-income persons residing within the metropolitan area in which the CDBG-funded project is located; where feasible, priority should be given to business concerns that provide economic opportunities to low- and very low-income residents within the service area or the neighborhood in which the project is located, and to low- and very low-income participants in other HUD programs.

The GRANTEE certifies and agrees that no contractual or other legal incapacity exists that would prevent compliance with these requirements.

b. Notifications

The GRANTEE agrees to send to each labor organization or representative of workers with which it has a collective bargaining agreement or other contract or understanding, if any, a notice advising said labor organization or worker’s representative of its commitments under this Section 3 clause

and shall post copies of the notice in conspicuous places available to employees and applicants for employment or training.

c. Subcontracts

The GRANTEE will include this Section 3 clause in every subcontract and will take appropriate action pursuant to the subcontract upon a finding that the subcontractor is in violation of regulations issued by the grantor agency. The GRANTEE will not subcontract with any entity where it has notice or knowledge that the latter has been found in violation of regulations under 24 CFR Part 135 and will not let any subcontract unless the entity has first provided it with a preliminary statement of ability to comply with the requirements of these regulations.

D. CONDUCT.

1) Assignability

The GRANTEE shall not assign or transfer any interest in this Agreement without the prior written consent of the CITY thereto; provided, however, that claims for money due or to become due to the GRANTEE from the CITY under this Agreement may be assigned to a bank, trust company, or other financial institution without such approval. Notice of any such assignment or transfer shall be furnished promptly to the CITY.

2) Subcontracts

a. Approvals

The GRANTEE shall not enter into any subcontracts with any agency or individual in the performance of this Agreement without the written consent of the CITY prior to the execution of such agreement.

b. Monitoring

The GRANTEE will monitor all subcontracted services on a regular basis to assure contract compliance. Results of monitoring efforts shall be summarized in written reports and supported with documented evidence of follow-up actions taken to correct areas of noncompliance.

c. Content

The GRANTEE shall cause all of the provisions of this Agreement in its entirety to be included in, and made a part of any subcontract executed in the performance of this Agreement.

d. Selection Process

The GRANTEE shall undertake to insure that all subcontracts let in the performance of this Agreement shall be awarded on a fair and open competition basis, in accordance with applicable procurement requirements. Executed copies of all subcontracts shall be forwarded to the CITY along with documentation concerning the selection process.

- 3) Hatch Act
The GRANTEE agrees that no funds provided, nor personnel employed under this Agreement, shall be in any way or to any extent engaged in the conduct of political activities in violation of Chapter 15 of Title V of the U.S.C.
- 4) Conflict of Interest
The GRANTEE agrees to abide by the provisions of 2 CFR 200.112 and 24 CFR 570.611, which include (but are not limited to) the following:
- a. The GRANTEE shall maintain a written code or standards of conduct that shall govern the performance of its officers, employees or agents engaged in the award and administration of contracts supported by Federal funds.
 - b. No employee, officer or agent of the GRANTEE shall participate in the selection, or in the award, or administration of, a contract supported by Federal funds if a conflict of interest, real or apparent, would be involved.
 - c. No covered persons who exercise or have exercised any functions or responsibilities with respect to CDBG-assisted activities, or who are in a position to participate in a decision-making process or gain inside information with regard to such activities, may obtain a financial interest in any contract, or have a financial interest in any contract, subcontract, or agreement with respect to the CDBG-assisted activity, or with respect to the proceeds from the CDBG-assisted activity, either for themselves or those with whom they have business or immediate family ties, during their tenure or for a period of one (1) year thereafter. For purposes of this paragraph, a "covered person" includes any person who is an employee, agent, consultant, officer, or elected or appointed official of the CITY, the GRANTEE, or any designated public agency.
 - d. GRANTEE shall disclose in writing any potential conflict of interest to the CITY in a timely manner.
- 5) Lobbying
The GRANTEE hereby certifies that:
- a. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement; and

- b. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
- c. It will require that the language of paragraph (d) [below] of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly; and
- d. Lobbying Certification
This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S.C. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

6) Copyright

If this Agreement results in any copyrightable material or inventions, the CITY and/or grantor agency reserves the right to royalty-free, non-exclusive and irrevocable license to reproduce, publish or otherwise use and to authorize others to use, the work or materials for governmental purposes.

7) Religious Activities

The GRANTEE agrees that funds provided under this Agreement will not be utilized for inherently religious activities prohibited by 24 CFR 570.200(j), such as worship, religious instruction, or proselytization.

- a. Organizations that are directly funded under the CDBG program may not engage in inherently religious activities, such as worship, religious instruction, or proselytization, as part of the programs or services funded under this part. If an organization conducts such activities, the activities must be offered separately, in time or location, from the programs or services funded under this part, and participation must be voluntary for the beneficiaries of the HUD-funded programs or services.

SECTION NO. 11: ENVIRONMENTAL CONDITIONS

A. AIR AND WATER

The GRANTEE agrees to comply with the following requirements insofar as they apply to the performance of this Agreement:

- Clean Air Act, 42 U.S.C. , 7401, *et seq.*;
- Federal Water Pollution Control Act, as amended, 33 U.S.C., 1251, *et seq.*, as amended, 1318 relating to inspection, monitoring, entry, reports, and information, as well as other requirements specified in said Section 114 and Section 308, and all regulations and guidelines issued thereunder;
- Environmental Protection Agency (EPA) regulations pursuant to 40 CFR Part 50, as amended.

B. FLOOD DISASTER PROTECTION

In accordance with the requirements of the Flood Disaster Protection Act of 1973 (42 U.S.C. 4001), the GRANTEE shall assure that for activities located in an area identified by the Federal Emergency Management Agency (FEMA) as having special flood hazards, flood insurance under the National Flood Insurance Program is obtained and maintained as a condition of financial assistance for acquisition or construction purposes (including rehabilitation).

C. LEAD-BASED PAINT

The GRANTEE agrees that any construction or rehabilitation of residential structures with assistance provided under this Agreement shall be subject to HUD Lead-Based Paint Regulations at 24 CFR 570.608, and 24 CFR Part 35, Subpart B. Such regulations pertain to all CDBG-assisted housing and require that all owners, prospective owners, and tenants of properties constructed prior to 1978 be properly notified that such properties may include lead-based paint. Such notification shall point out the hazards of lead-based paint and explain the symptoms, treatment and precautions that should be taken when dealing with lead-based paint poisoning and the advisability and availability of blood lead level screening for children under seven (7) years. The notice should also point out that if lead-based paint is found on the property, abatement measures may be undertaken. The regulations further require that, depending on the amount of Federal funds applied to a property, paint testing, risk assessment, treatment and/or abatement may be conducted.

D. HISTORIC PRESERVATION

The GRANTEE agrees to comply with the Historic Preservation requirements set forth in the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470) and the procedures set forth in 36 CFR Part 800, Advisory Council on Historic Preservation Procedures for Protection of Historic Properties, insofar as they apply to the performance of this Agreement.

In general, this requires concurrence from the State Historic Preservation Officer for all rehabilitation and demolition of historic properties that are fifty (50) years old or older or that are included on a Federal, state, or local historic property list.

SECTION NO. 12: SEVERABILITY

If any provision of this Agreement is held invalid, the remainder of the Agreement shall not be affected thereby and all other parts of this Agreement shall nevertheless be in full force and effect.

SECTION NO. 13: SECTION HEADINGS AND SUBHEADINGS

The section headings and subheadings contained in this Agreement are included for convenience only and shall not limit or otherwise affect the terms of this Agreement.

SECTION NO. 14: WAIVER

The CITY's failure to act with respect to a breach by the GRANTEE does not waive its right to act with respect to subsequent or similar breaches. The failure of the CITY to exercise or enforce any right, remedy or provision shall not constitute a waiver of such right, remedy or provision, at any time.

SECTION NO. 15: ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the CITY and the GRANTEE for the use of funds received under this Agreement, and it supersedes all prior or contemporaneous communications and proposals, whether electronic, oral, or written between the CITY and the GRANTEE with respect to this Agreement.

SECTION NO. 16: 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 a valid annual business registration. The GRANTEE shall be responsible for contacting the State of Washington Business License Services at <http://bls.dor.wa.gov> or 1-800-451-7985 to obtain a business registration. If the GRANTEE 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.

SECTION NO. 17: FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT OF 2006

The GRANTEE shall comply with the requirements of the Federal Funding Accountability and Transparency Act of 2006 as outlined in Attachment A.

CITY OF SPOKANE

SPOKANE NEIGHBORHOOD ACTION
PARTNERS

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

Email Address, if available:

DUNS No: _____

Attest:

City Clerk

Approved as to form:

Assistant City Attorney

Grants & Contracts

**ATTACHMENT A - CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION
AND FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT (FFATA) CERTIFICATION**

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 2 CFR Part 180.

- (1) The prospective primary participant certifies to the best of its knowledge and belief that it and its principals:
- (a) Are not presently debarred, suspended, proposed for disbarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 - (b) Have not within a three-year period preceding this application been convicted of or had a civil judgement 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 for or otherwise criminally or civilly charged by a governmental 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 Agreement had one or more public transactions (Federal, State, or local) terminated for cause or default.
- (2) The undersigned agrees by signing this Agreement 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 Agreement that it will include the following required certification, 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.
- (4) The undersigned shall notify the City immediately that if it or a lower tier contractor become debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency during the period of performance of this Agreement.
- (5) The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, person, primary covered transaction, principal, and voluntarily excluded, as used in this exhibit, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. The undersigned may contact the City for assistance in obtaining a copy of these regulations.
- (6) I understand that a false statement of this certification may be grounds for termination of the Agreement.

By signing this Attachment, the Grantee indicates acceptance of and compliance with all requirements described above.

**ATTACHMENT A - CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION
AND FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT (FFATA) CERTIFICATION**

Federal Funding Accountability and Transparency Act (FFATA) Certification

The Federal Funding Accountability and Transparency Act (FFATA) seeks to provide the public with greater access to Federal spending information. Due to FFATA requirements, you are required to provide the following information which will be used by the City to comply with federal reporting requirements.

If certain conditions are met, Grantee must provide names and total compensation of the top five highly compensated Executives. Please answer question 1, and follow the instructions. If directed to question 2, please answer and follow instructions.

1. In Grantee's previous fiscal year, did Grantee receive (a) 80% or more of Grantee's annual gross revenues in U.S. Federal contracts and subcontracts and other Federal financial assistance subject to the Transparency Act, as defined in 2 CFR 170.320; AND (b) \$25,000,000 or more in annual gross revenues from contracts and subcontracts and other Federal financial assistance subject to the Transparency Act, as defined in 2 CFR 170.320?

Yes ☐ If yes, answer question 2 below.

No ☐ If no, stop, you are not required to report names and compensation. Please sign and submit form with the Agreement.

2. Does the public have access to information about the compensation of Grantee's Executives through periodic reports filed under section 13(a) or 15(d) of the Security Exchange Act of 1934 (15 U.S.C. 78(m)(a), 78o(d)), or section 6104 of the Internal Revenue Code of 1986?

Yes ☐ If yes, stop, you are not required to report names and compensation. Please sign and submit form with the Agreement.

No ☐ If no, you are required to report names and compensation. Please fill out the remainder of this form.

Please provide the names and Total Compensation of the top five most highly compensated Executives in the space below.

Name:	Total Compensation:
Name:	Total Compensation:
Name:	Total Compensation:
Name:	Total Compensation:
Name:	Total Compensation:

The Grantee certifies that the information contained on this form is true and accurate.

By: _____
Title: _____
Date: _____

Information & Instructions for Completing Grantee Billing Form & Itemized Expense Reports

A reimbursement request, otherwise known as a bill, consists of a Grantee Billing Form, Payee Expense Report, Staff Expense Report and detailed documentation of the expenses. The billing form includes the approved budget categories and amounts during the active performance period of the Agreement. The Payee Expense Report and Staff Expense Report should be completed to detail each itemized expense being requested on the billing form in the Current Expense Request in Column B in aggregate value for each Approved Budget Category for the current expense period.

You should bill monthly for expenditures. If there have been no expenditures paid for the previous month, an invoice is not required. Please submit a final reimbursement request with all required documentation by the identified date in your Agreement. A final program report will be required to be submitted as well. You will not be paid until all documentation and final reports are received. HMIS Data MUST be electronically posted in the HMIS database before invoices will be paid.

Complete the Staff Expense Report for each employee you are requesting reimbursement of salary and fringe benefits based on the allowed activity and amount of actual time spent performing that activity. Record the employee Name, allowed Activity being funded, the Expense Category of the approved budget applicable to the activity, Total Hours Worked, Hours Worked on Listed Activity, and Total Salary & Fringe paid during the Expense Period. If you are claiming indirect costs, indicate whether or not each expense is included in your indirect cost base. Total Salary and Fringe should be reflected as the monthly amount. If your grant supports more than one project, complete the Project Name column to clearly associate each expense with a single project.

Complete the Payee Expense Report for the project expenses that are not staff salary/benefits or housing assistance. Record the Payee (who you paid), Expense Category (Rapid Re-Housing, Emergency Shelter or Administration), Expenditure Type (Rent, Housing Stabilization, Program Operations, etc.), Total Bill (total amount of expense). If you are claiming indirect costs, indicate whether or not each expense is included in your indirect cost base. If your grant supports more than one project, complete the Project Name column to clearly associate each expense with a

Complete the Housing Assistance Detail Report for each housing assistance expense (rental application fees, rental assistance, security deposits, etc.) you are claiming reimbursement for. Record the HMIS client ID number, housing assistance expense type (application fee, security deposit, rent assistance, etc.) unit/FMR info if known, client lease information if known, and reimbursement information. If your grant is providing housing assistance through two or more projects, complete a Housing Assistance Detail Report for each one. If needed, complete the Housing Assistance Adjustment Report to explain changes to previously reported housing assistance expenses charged to the grant including Adjustment Reason.

The voucher and itemized expense reports MUST be signed in ink. The formulas should not be changed or adjusted in the form(s).

Completing the Grantee Billing Form:

- ☐ Name and address of your organization requesting reimbursement.
- ☐ Expense Period (should bill as monthly expenses, January, February, etc.)
- ☐ Enter total amount of Monthly Actual in Column B to represent the amount requested for reimbursement for the current period in the line item category of the approved budget (i.e. - Rapid Re-Housing, Emergency Shelter and Administration) and should reflect the total of itemized expenses on the Payee Expense and Staff Expense Reports. The Payee Expense and Staff Expense Reports must be completed and submitted with the billing form. You may not transfer funds between approved categories without written preapproval from the City.

ATTACHMENT B - GRANTEE BILLING FORM

☐ Enter Total Previously Requested in Column C, as applicable to each line item in the approved category of the budget. The amount entered should reflect all previously requested amounts except the current monthly amount. This must be completed and updated each time you prepare the form to request reimbursement of expenses. (The documents' formulas will calculate totals and update remaining Budget Balance in Column D to ensure reconciliation and budget tracking for both the agency and the City).

☐ Ensure all back up documentation is included for payment processing if you are using any type of the allocation for direct or indirect expenses please send the allocation plan to the City for review and approval if it has not already been provided.

☐ Sign in ink, provide title, date, email address and telephone number before sending for approval and payment processing to City of Spokane Community, Housing, and Human Services Department.

Documentation Required for Billing Forms:

All requests for reimbursement must be supported by documentation necessary to show that the costs charged to the grant funds were incurred during the active performance period of the Agreement, were actually paid out, were allowable items and have been approved by the responsible official within the organization. For example:

Salary and Fringe – receipts, payroll reports, timesheets signed by the employee and the immediate supervisor, letters of employment that include rate of pay, benefits and employee withholdings. For staff directly charged to a grant funded program or project time and attendance records should be included as well. Other sources of documentation might include, canceled checks from employees, insurance provider, etc. or evidence of direct deposits which document outlay of expenses. **100% of the time daily must be recorded for all hours worked by activity performed. This is required for all federally funded grant positions.**

Rent/Utilities – proof of payment to vendor, rental or lease agreement, utility bills. If the cost of the space or utilities is split between grant funded and other sources, there must be a reasonable method in place to allocate the charges fairly among the sources and the method provided.


Supplies and Materials (all Goods) – proof of payment to vendor, purchase orders, requisition forms, receipts, and invoices from vendors. It's also helpful to keep information regarding where the supplies are stored and for what program or project are they being used in the organizations' internal file.

Equipment – proof of payment to vendor, purchase orders, requisition forms, receipts, and invoices from vendors. Packing slips are only proof of delivery and do not act as an invoice from the vendor. If the item received is an inventorial piece of equipment, the serial number, model, and inventory tag should be noted on the purchase order or invoice from the vendor.

Other – proof of payment, receipts, invoices from vendor. Please contact the City for specific questions on required documentation.

Admin/Indirect Costs – methodology of application applied in accordance with Federal Guidance on allocation of direct costs for non-profits using the base most appropriate (for federally funded agreements) or applied in accordance with a methodology that the City has approved the use of (for agreements funded with non-federal sources).

If you are allocating either direct expenses or indirect expenses using a rate other than a federally negotiated rate or the de minimis rate (10% MTDC) the use of your allocation plan must be approved by the City prior to you charging the grant program. The allocation should consist of your pooled costs or cost basis and the narrative for the methodology applied to determining the calculated rate or percentage. Direct expenses allocated usually include utilities, rent, agency liability insurance, and may include staff paid time allocated as well.

 City of Spokane Grantee Billing Form 2017-2018 CDBG		City Clerk #		
		Vendor ID #		
		FMS Acct #		
SUBMIT BILLING TO:		Submit this form to claim payment for materials, merchandise, and/or services. Show complete detail for each item. Vendor/Claimant Certificate: I hereby certify under perjury that the items and totals listed herein are proper charges for materials, merchandise and/or services furnished, and that all goods furnished and/or services rendered have been provided without discrimination because of age, sex, marital status, race, creed, color, national origin, handicap, religion or Vietnam era or disabled veteran status. By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812). Services performed under this Agreement do not duplicate any services to be charged against any other grant, subgrant or other funding source.		
City of Spokane Community, Housing, and Human Services Dept. 808 W. Spokane Falls Blvd, 6th Floor Spokane, WA 99201				
GRANTEE (Warrant is to be payable to:)				
Spokane Neighborhood Action Partners 3102 W. Fort George Wright Dr. Spokane, WA 99224				
		Grantee Certification		
Project/Program:	Single Family Rehabilitation Program	By:		
Award Number:	B-17-MC-53-0006	(SIGN IN INK)		
National Objective:	Benefit low/mod individuals.	(TITLE) (DATE)		
Eligibility Code:	LMH-14A			
IDIS Activity ID:		(EMAIL ADDRESS) (TELEPHONE NUMBER)		
Grant Term:	01/01/2018 - 12/31/2018	Billing date:		
Indirect Cost Rate:	Agency Allocation Plan	Expense Period:		
	A Grant Budget	B Current Expense Request	C Total Previously Requested	D Grant Balance (A-B-C)
EXPENSE Categories:				
GENERAL ADMINISTRATION				
Administration	\$ 35,573.00	\$ -	\$ -	\$ 35,573.00
PROGRAM MANAGEMENT				
Program Salaries & Benefits	\$ 221,524.00	\$ -	\$ -	\$ 221,524.00
Other Program Expenses	\$ 56,268.00	\$ -	\$ -	\$ 56,268.00
LOAN/CONSTRUCTION				
Construction Loans	\$ 909,000.00	\$ -	\$ -	\$ 909,000.00
Fees, Testing, and Relocation	\$ 66,275.00	\$ -	\$ -	\$ 66,275.00
GRAND TOTAL	\$ 1,288,640.00	\$ -	\$ -	\$ 1,288,640.00
Contract Amount (auto populated)		\$ 1,288,640.00	% Expended:	0.00%
Total Expended to Date (auto populated)		\$ -		
Contract Remaining Balance		\$ 1,288,640.00	% Remaining:	100.00%
← Check box if final request.		CHHS Approval:		

ATTACHMENT B - GRANTEE BILLING FORM

This form **MUST** be submitted with the Billing Form. Request for reimbursement may not be processed without this form.

Payee Expense Report

Organization:	SNAP	Grant #:	B-17-MC-53-0006	City Clerk #:	
Prepared By:		Title:		Date:	
Please complete the table for ALL (non-Staff) expenses for the reported period. Copies of receipts and invoices MUST be attached.					
Payee/Vendor Name	Expense Category (Support Services, Operating Expenses, etc.)	Expenditure Type (Rent, Maintenance, Furnishings, Case Management etc.)	Direct Amount Billed to Grant	Indirect Amount Billed to Grant	Total
EXAMPLE: Avista	Operating Expenses	Utilities	\$ 90.91	\$ 9.09	\$ 100.00
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
			\$ -	\$ -	\$ -
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			\$ -	\$ -	\$ -
Total Current Expenses Requested this Period			\$ -	\$ -	\$ -

Staff Expense Report								
Organization:	SNAP	Grant #:	B-17-MC-53-0006	City Clerk #:				
Prepared By:		Title:		Date:				
Please complete the table for all STAFF expenses for the reported period. Signed timesheets MUST be attached.								
Name	Activity Funded	Total Hours Worked (100% of time on ALL activities)	Hours Worked on Listed Activity	Total Salary and Fringe paid to Employee	Direct Amount Billed to Grant	Indirect Amount Billed to Grant	Total Billed to this Grant	Match Contribution this Period
Example: Doe, John	Case Management	80.00	60.00	\$ 1,200.00	\$ 818.00	\$ 82.00	\$ 900.00	\$ -
				\$ -	\$ -	\$ -	\$ -	\$ -
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Total Staff Expenses Requested this Period					\$ -	\$ -	\$ -	\$ -

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

12/11/2017

<u>Date Rec'd</u>	11/22/2017
<u>Clerk's File #</u>	OPR 2017-0845
<u>Renews #</u>	
<u>Cross Ref #</u>	
<u>Project #</u>	
<u>Bid #</u>	
<u>Requisition #</u>	CR 18692

<u>Submitting Dept</u>	NEIGHBORHOOD SERVICES & CODE ENFORCEMENT
<u>Contact Name/Phone</u>	LUIS GARCIA 625-6850
<u>Contact E-Mail</u>	LGARCIA@SPOKANECITY.ORG
<u>Agenda Item Type</u>	Contract Item
<u>Agenda Item Name</u>	1200 CONTRACT WITH TRUEPOINT SOLUTIONS, LLC FOR ONLINE COMPLAINT FORM

Agenda Wording

Accela software professional services and support to create an online complaint form for the Code Enforcement Department.

Summary (Background)

This request is to enhance the Code Enforcement process using the Accela program currently used. The effort is to create a means where a citizen can submit a complaint of land use violations to the City of Spokane that is easy to use, protects identities and create efficiencies within the Code Enforcement organization.

<u>Fiscal Impact</u>	Grant related? NO	<u>Budget Account</u>
	Public Works? NO	
Expense \$ 24,380		# 1200302102460054201
Expense \$ 24,380		# 1460212002171054201
Select \$		#
Select \$		#
<u>Approvals</u>	<u>Council Notifications</u>	
<u>Dept Head</u>	TRAUTMAN, HEATHER	<u>Study Session</u>
<u>Division Director</u>	MALLAHAN, JONATHAN	<u>Other</u>
		Finance and Admin 11/20/17
<u>Finance</u>	HUGHES, MICHELLE	<u>Distribution List</u>
<u>Legal</u>	DALTON, PAT	lgarcia@spokanecity.org
<u>For the Mayor</u>	DUNIVANT, TIMOTHY	htrautman@spokanecity.org
<u>Additional Approvals</u>		kschmitt@spokanecity.org
<u>Purchasing</u>		



City of Spokane

CONTRACT

Title: **CREATION OF ONLINE COMPLAINT FORM FOR
THE CODE ENFORCEMENT DEPARTMENT**

THIS CONTRACT is between the **CITY OF SPOKANE**, a Washington State municipal corporation, as ("City"), and **TRUEPOINT SOLUTIONS, LLC**, whose address is 774 Mays Boulevard, 10-277, Incline Village, Nevada 89451, as ("Company"). Individually hereafter referenced as a "party", and together as the "parties".

The parties agree as follows:

1. **PERFORMANCE**. The Company shall provide **ACCELA SOFTWARE PROFESSIONAL SERVICES AND SUPPORT TO CREATE AN ONLINE COMPLAINT FORM FOR THE CODE ENFORCEMENT DEPARTMENT**, in accordance with the Company's quote.
2. **CONTRACT TERM**. The Contract shall begin November 15, 2017 and run through February 28, 2018, unless terminated sooner.
3. **COMPENSATION**. The City shall pay the Company a maximum amount not to exceed **FORTY EIGHT THOUSAND SEVEN HUNDRED SIXTY AND NO/100 DOLLARS (\$48,760.00)**, including tax, for everything furnished and done under this Contract.
4. **PAYMENT**. The Company shall send its application for payment to Information Technology, Administration Office, Seventh Floor, City Hall, 808 West Spokane Falls Boulevard, Spokane, Washington 99201. **Payment will be made via direct deposit/ACH** within thirty (30) days after receipt of the Contractor's application except as provided by state law.
5. **COMPLIANCE WITH LAWS**. Each party shall comply with all applicable federal, state, and local laws and regulations applicable to the subject matter of this Contract, and are incorporated herein by reference.
6. **ASSIGNMENTS**. This Contract is binding on the parties and their heirs, successors, and assigns. Neither party may assign, transfer or subcontract its interest, in whole or in part, without the other party's prior written consent.
7. **AMENDMENTS**. This Contract may be amended at any time by mutual written agreement.
8. **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 this Contract.

9. TERMINATION. Either party may terminate this Contract by thirty (30) days written notice to the other party. In the event of such termination, the City shall pay the Company for all work previously authorized and performed prior to the termination date.

10. INSURANCE. During the term of the Agreement, the Company shall maintain in force at its own expense, the following insurance coverages:

- A. Worker's Compensation Insurance in compliance with RCW 51.12.020, which requires subject employers to provide workers' compensation coverage for all their subject workers; and
- 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 contract. It shall provide that the City, its officers and employees are additional insureds, but only with respect to the Contractor's services to be provided under this contract;
 - i. Acceptable supplementary Umbrella insurance coverage, combined with the Company's General Liability insurance policy must be a *minimum* of \$1,000,000, in order to meet the insurance coverages required under this Contract;
- 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 sixty (60) 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) to the City at the time it returns this signed Agreement. 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 sixty (60) 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.

11. INDEMNIFICATION. The Company shall defend, indemnify and hold harmless the City, its officers and employees, from and against all claims for damages, liability, cost and expense arising out of the negligent conduct of the Company, its officers, employees and subcontractors in connection with the performance of the Contract, except to the extent of those claims arising from the negligence of the City, its officers and employees.

12. 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.

13. SEVERABILITY. In the event any provision of this Contract should become invalid, the rest of the Contract shall remain in full force and effect.

14. STANDARD OF PERFORMANCE. The silence or omission in the Contract regarding any detail required for the proper performance of the work, means that the Company shall perform the best general practice.

15. **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 Company 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 Company.

16. **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 a valid annual business registration. The Company shall be responsible for contacting the State of Washington Business License Services at <http://bls.dor.wa.gov> or 1-800-451-7985 to obtain a business registration. If the Company 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.

17. **AUDIT / RECORDS.** The Company and its subcontractors shall maintain for a minimum of three (3) years following final payment all records related to its performance of the Contract. The Company and its subcontractors shall provide access to authorized City representatives, at reasonable times and in a reasonable manner to inspect and copy any such record. In the event of conflict between this provision and related auditing provisions required under federal law applicable to the Contract, the federal law shall prevail.

TRUEPOINT SOLUTIONS, LLC

CITY OF SPOKANE

By _____
Signature Date

By _____
Signature Date

Type or Print Name

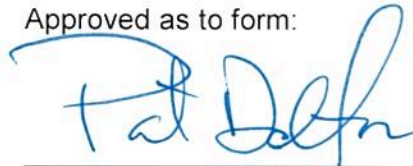
Type or Print Name

Title

Title

Attest:

Approved as to form:



City Clerk

Assistant City Attorney

Attachments that are part of this Agreement:

Exhibit A –Certificate of Debarment

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

12/11/2017

<u>Date Rec'd</u>	11/8/2017
<u>Clerk's File #</u>	OPR 2017-0846
<u>Renews #</u>	
<u>Cross Ref #</u>	
<u>Project #</u>	
<u>Bid #</u>	4413-17
<u>Requisition #</u>	CR18696

<u>Submitting Dept</u>	WATER & HYDROELECTRIC SERVICES
<u>Contact Name/Phone</u>	STEVE BURNS 742-8154
<u>Contact E-Mail</u>	SBURNS@SPOKANECITY.ORG
<u>Agenda Item Type</u>	Contract Item
<u>Agenda Item Name</u>	4100 - REPLACEMENT OF RAY STREET WELL STATION TRANSFORMER

Agenda Wording

Replacement of Ray Street Well Station Transformer by Colvico Inc. (Spokane, WA) for \$105,118.00 including tax.

Summary (Background)

In August, one of the transformers at Ray Street Well Station short circuited for unknown reasons and became inviable. Bid #4413-17 was issued on October 6, 2017 to forty-three (43) potential contractors. Three (3) bids were received and publically opened on October 23, 2017. Colvico Inc. came in low bid and review of their Supplemental Bidder Responsibility Criteria determined they were responsible. Original Engineer's Estimate: \$120,000.00

<u>Fiscal Impact</u>	Grant related? NO	<u>Budget Account</u>
	Public Works? YES	
Expense	\$ 105,118.00	# 4250-42300-94000-56501-04100
Select	\$	#
Select	\$	#
Select	\$	#

<u>Approvals</u>		<u>Council Notifications</u>	
<u>Dept Head</u>	SAKAMOTO, JAMES	<u>Study Session</u>	
<u>Division Director</u>	SIMMONS, SCOTT M.	<u>Other</u>	PIES 11/27/2017
<u>Finance</u>	CLINE, ANGELA	<u>Distribution List</u>	
<u>Legal</u>	ODLE, MARI	CREID@COLVICOINC.COM	
<u>For the Mayor</u>	DUNIVANT, TIMOTHY	TPRINCE@SPOKANECITY.ORG	
<u>Additional Approvals</u>		SBURNS@SPOKANECITY.ORG	
<u>Purchasing</u>	PRINCE, THEA	SJOHNSON@SPOKANECITY.ORG	
		ACLIN@SPOKANECITY.ORG	
		LROFF@SPOKANECITY.ORG	

BRIEFING PAPER
City of Spokane
Public Infrastructure, Environment, & Sustainability Committee
Water & Hydroelectric Services Department
November 27, 2017

Subject

Replacement of Ray Street Well Station Transformer by Colvico Inc. (Spokane, WA) for \$105,118.00 including tax.

Background

In August of this year, one of the transformers at Ray Street Well Station short circuited for unknown reasons and became inviable. This unit must be replaced as soon as possible. To that end, Bid #4413-17 was issued on October 6, 2017 to forty-three (43) potential contractors. An on-site Pre-Bid Conference was offered on October 12, 2017. Three (3) bids were received and publically opened on October 23, 2017. Colvico Inc. came in low bid and review of their Supplemental Bidder Responsibility Criteria determined they were responsible.

Project scope of work includes removal and disposal of the existing transformer, procurement and installation of a new transformer, and operation and maintenance training.

Original Engineer's Estimate: \$120,000.00

Impact

This project supports continued function of the Ray Street Well Station, which is a critical part of the water production capacity of the City of Spokane Water System.

Action

Approval is strongly recommended. The replacement transformer unit is made to order and has a long lead time (estimated at three (3) to four (4) months).

Funding

All funding for this purchase will be from Integrated Capital Management Six (6) Year Capital Plan budgetary funds.



City of Spokane

PUBLIC WORKS CONTRACT

Title: **RAY WELL STATION TRANSFORMER
PURCHASE AND INSTALLATION**

This Contract is made and entered into by and between the **City of Spokane** as ("City"), a Washington municipal corporation, and **COLVICO, INC.**, whose address is 2812 N. Pittsburg Street, Spokane, Washington, 99207 as ("Contractor"). Individually hereafter referenced as a "party", and together as the "parties".

WHEREAS, the purpose of this Contract is for the Ray Well Station Transformer Purchase and Installation; and

WHEREAS, the Contractor was selected through RFB #4413-17 issued by the City on October 13, 2017.

-- 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 CONTRACT.

The term of this Contract begins on December 15, 2017, and ends on June 30, 2018, unless amended by written agreement or terminated earlier under the provisions.

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 Contract 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's General Scope of Work for this Contract is described in Exhibit A, which is attached to and made a part of this Contract. In the event of a conflict or discrepancy in the Contract documents, this City Public Works Contract controls. The Contractor will do all work, furnish all labor, materials, tools, construction equipment, transportation, supplies, supervision, organization and other items of work and costs necessary for the proper execution and completion of the work described in the specifications entitled:

RAY WELL STATION TRANSFORMER PURCHASE AND INSTALLATION, RFB #4413-17.

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 Contract shall be a maximum amount not to exceed **ONE HUNDRED FIVE THOUSAND ONE HUNDRED EIGHTEEN AND NO/100 DOLLARS (\$105,118.00)**, unless modified by a written amendment to this Contract. This is the maximum amount to be paid under this Contract 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 Contract.

In the event that the Contractor chooses to split this project into multiple phases (i.e. removal/disposal in one phase, installation in another), payment may be issued in two parts; **EIGHT THOUSAND FOUR HUNDRED FIFTY EIGHT AND NO/100 DOLLARS (\$8,458.00)** upon completion of the removal and disposal phase, and the balance to be paid after acceptance of the final product.

The Contractor shall submit its applications for payment to Water & Hydroelectric Services, Administration Office, 914 East Foothills Drive, Spokane, Washington 99207. **Payment will be made via direct deposit/ACH** within thirty (30) days after receipt of the Contractor's application except as provided in RCW 39.76. Five percent (5%) of the Contract price may be retained by the City, in accord with RCW 60.28 for a minimum of forty five (45) days after final acceptance, as a trust fund for the protection and payment of: the claims of any person arising under the Contract; and the State with respect to taxes imposed pursuant to Titles 50, 51 and 82 RCW which may be due from the Contractor. 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. CONTRACT DOCUMENTS.

The contract documents are this Contract, the Contractor's completed bid proposal form, contract provisions, contract plans, standard specifications, standard plans, addenda, various certifications and affidavits, supplemental agreements, change orders, and subsurface boring logs (if any). Federal and state requirements and the terms of this Contract, respectively, supersede other inconsistent provisions. These contract documents are on file in the Water & Hydroelectric Services Department, and are incorporated into this Contract by reference, as if they were set forth at length.

6. BONDS.

The Contractor may not commence work until it obtains all insurance, permits and bonds required by the contract documents and applicable law. This includes the execution of a payment / performance bond on the form attached, equal to one hundred percent (100%) of the contract price, and written by a corporate surety company licensed to do business in Washington State.

7. STATEMENT OF INTENT TO PAY PREVAILING WAGES TO BE POSTED. The Contractor and each subcontractor required to pay the prevailing rate of wages shall post in a location readily visible at the job site: (1) a copy of a "Statement of Intent to Pay Prevailing Wages"

approved by the industrial statistician of the Washington State Department of Labor and Industries (L & I); and (2) the address and telephone number of the industrial statistician of the Department of Labor and Industries where a complaint or inquiry concerning prevailing wages may be made.

8. FEES.

Reimbursement for the fees paid by the Contractor for the approval of "Statements of Intent to Pay Prevailing Wages" and certification of "Affidavits of Wages Paid" by the industrial statistician of the State Department of Labor and Industries will be added to the amounts due the Contractor. The Contractor will remain responsible for the actual submittal of the documents to the industrial statistician. In order to receive this reimbursement the Contractor will be required to submit to the City, prior to final acceptance of the work, a list of its subcontractors at all tiers and have their "Statements of Intent to Pay Prevailing Wages" on file with the City.

9. STATE PREVAILING WAGES.

The Contractor and all subcontractors 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 payments. The "Statement of Intent to Pay Prevailing Wages" shall include: (1) the Contractor's registration number; and (2) the prevailing wages under RCW 39.12.020 and the number of workers in each classification. Each voucher claim submitted by the Contractor for payment on a project estimate shall state that the prevailing wages have been paid in accordance with the "Statement(s) of Intent to Pay Prevailing Wages" on file with the City. Prior to the payment of funds held under RCW 60.28, the Contractor and subcontractors must submit an "Affidavit of Wages Paid" certified by the industrial statistician.

10. 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 Contract. 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 Contract shall be included in the project budgets.

11. 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 <http://bls.dor.wa.gov> or 1-800-451-7985 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.

12. 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 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 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.

13. 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.

14. INDEMNIFICATION.

The Contractor agrees to defend, indemnify and hold the City harmless from any and all claims, demands, losses and liabilities to or by third parties arising from, resulting from or connected with Work performed or to be performed under this Contract by Contractor, its agents or employees to the fullest extent permitted by law. Contractor's duty to indemnify the City shall not apply to liability for damages arising out of bodily injury to persons or damage to property caused by or resulting from the sole negligence of the City, its agents or employees. Contractor's duty to indemnify the City for liability for damages arising out of bodily injury to persons or damage to property caused by or resulting from the concurrent negligence of (a) the City or its agents or employees, and (b) Contractor or agents or employees, shall apply only to the extent of negligence of the Contractor or its agents or employees. Contractor's duty to defend, indemnify and hold the City harmless shall include, as to all claims, demands, losses and liability to which it applies, the City's personnel related costs, reasonable attorneys' fees, court costs and all other claim related expenses. The Contractor specifically assumes potential liability 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 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 indemnification provided for in this section shall survive any termination or expiration of this Contract.

15. INSURANCE.

During the period of the Contract, 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 RCW 48:

A. **Worker's Compensation Insurance** in compliance with RCW 51.12.020, 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 Contract. It shall provide that the City, its officers and employees are additional insureds but only with respect to the Contractor's services to be provided under this Contract;

- i. Acceptable **supplementary Umbrella insurance** coverage combined with Company's General Liability insurance policy must be a minimum of \$1,000,000, in order to meet the insurance coverage limits required in this Contract; 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 sixty (60) days written notice from the Consultant or its insurer(s) to the City. As evidence of the insurance coverage(s) required by this Agreement, the Consultant shall furnish acceptable Certificates Of Insurance (COI) to the City at the time it returns this signed Agreement. The certificate shall specify the City of Spokane as "Additional Insured" specifically for Consultant's services under this Agreement, as well as all of the parties who are additional insureds, and include applicable policy endorsements, the sixty (60) day cancellation clause, and the deduction or retention level. The Consultant shall be financially responsible for all pertinent deductibles, self-insured retentions, and/or self-insurance.

16. SUBCONTRACTOR RESPONSIBILITY.

A. 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. The responsibility criteria are listed in the request for bids document. The Contractor shall include the language of this section in each of its first tier subcontracts, and shall require each of its subcontractors to include the same language of this section in each of their subcontracts, adjusting only as necessary the terms used for the contracting parties. Upon request of the City, the Contractor shall promptly provide documentation to the City demonstrating that the subcontractor meets the subcontractor responsibility criteria below. The requirements of this section apply to all subcontractors regardless of tier.

B. At the time of subcontract execution, the Contractor shall verify that each of its first tier subcontractors meets the following bidder responsibility criteria:

1. Have a current certificate of registration in compliance with chapter 18.27 RCW, which must have been in effect at the time of subcontract bid submittal;

2. Have a current Washington Unified Business Identifier (UBI) number;

3. If applicable, have:

- a. Have Industrial Insurance (workers' compensation) coverage for the subcontractor's employees working in Washington, as required in Title 51 RCW;

- b. A Washington Employment Security Department number, as required in Title 50 RCW;

- c. A Washington Department of Revenue state excise tax registration number, as required in Title 82 RCW;
 - d. An electrical contractor license, if required by Chapter 19.28 RCW;
 - e. An elevator contractor license, if required by Chapter 70.87 RCW.
4. Not be disqualified from bidding on any public works contract under RCW 39.06.010 or 39.12.065 (3).

17. INDEPENDENT CONTRACTOR.

The Contractor is an independent Contractor. This Contract 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 Contract 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.

18. ASSIGNMENT AND SUBCONTRACTING.

The Contractor shall not assign or subcontract its obligations under this Contract 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 Contract, 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 Contract, whether before or after City consent, assignment or subcontract.

19. TERMINATION.

Either party may terminate this Contract, 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.

20. 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 Contract are performed.

21. 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 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 this Contract.

22. CONSTRUAL.

The Contractor acknowledges receipt of a copy of the Contract documents and agrees to comply with them. The silence or omission in the Contract 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.

23. 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 Contract.

The Contractor guarantees and warranties all work, labor and materials under this Contract shall be in accord with the Contract documents. 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 Contract. This warranty is in addition to any manufacturers' or other warranty in the Contract documents.

24. MISCELLANEOUS PROVISIONS.

- A. **Amendments/Modifications:** The City may modify this Contract and order changes in the work whenever necessary or advisable. The Contractor will accept modifications when ordered in writing by the City, and the Contract 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 Contract 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 Contract 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 Contract documents and applicable laws, codes, ordinances or regulations, the most stringent or legally binding requirement shall govern and be considered a part of this Contract 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 Contract, whether expressed or

implied, nor for any statement or representation made or in any connection with this Contract.

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

COLVICO, INC.

CITY OF SPOKANE

By _____
Signature Date

By _____
Signature Date

Type or Print Name

Type or Print Name

Title

Title

Attest:

Approved as to form:

City Clerk



Assistant City Attorney

Attachments that are part of this Contract:

Exhibit A – Contractor's General Scope of Work
Payment / Performance Bond
Exhibit B – Certification Regarding Debarment

17-144

PAYMENT / PERFORMANCE BOND

We, **COLVICO, INC.**, as principal, and _____, as Surety, are held and firmly bound to the City of Spokane, Washington, in the sum of **ONE HUNDRED FIVE THOUSAND ONE HUNDRED EIGHTEEN AND NO/100 DOLLARS (\$105,118.00)**, for the payment of which, we bind ourselves and our legal representatives and successors, jointly and severally by this document.

The principal has entered into a contract with the City of Spokane, Washington, to do all work and furnish all materials for the **RAY WELL STATION TRANSFORMER PURCHASE AND INSTALLATION**. If the principal shall:

A. promptly and faithfully perform the Contract and any contractual guaranty, and indemnify and hold harmless the City from all loss, damage, or claim which may result from any act or omission of the principal, its agents, employees, or subcontractors; and

B. comply with all federal, state and local laws and regulations; and

C. pay all laborers, mechanics, subcontractors, material suppliers and all person(s) who shall supply such person or subcontractors, and pay all taxes and contributions, increases and penalties as authorized by law;

then this obligation shall be null and void; otherwise it shall remain in full force and effect.

The Surety for value received agrees that no change, extension of time, alteration or addition to the terms of the Contract, the specifications accompanying the Contract, or to the work to be performed under the Contract shall in any way affect its obligation on this bond, except as provided herein, and waives notice of any change, extension of time, alteration or addition to the terms of the Contract or the work performed. The Surety agrees that modifications and changes to the terms and conditions of the Contract that increase the total amount to be paid the Principal shall automatically increase the obligation of the Surety on this bond and notice to Surety is not required for such increased obligation. Any judgment obtained against the City, which relates to or is covered by the contract or this bond, shall be conclusive against the principal and the Surety, as to the amount of damages, and liability, if reasonable notice of the suit has been given.

SIGNED AND SEALED on _____.

**COLVICO, INC.,
AS PRINCIPAL**

By: _____

Title: _____

A valid POWER OF ATTORNEY
for the Surety's agent must
accompany this bond.

AS SURETY

By: _____

Its Attorney in Fact

STATE OF WASHINGTON)
) ss.
County of _____)

I certify that I know or have satisfactory evidence that _____
_____ signed this document; on oath stated that he/she was authorized
to sign the document and acknowledged it as the agent or representative of the named surety
company which is authorized to do business in the State of Washington, for the uses and
purposes therein mentioned.

DATED: _____

Signature of Notary Public

My appointment expires _____

Approved as to form:

Assistant City Attorney

ATTACHMENT B

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. The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, person, primary covered transaction, principal, and voluntarily excluded, as used in this exhibit, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549. The undersigned may contact the City for assistance in obtaining a copy of these regulations.
5. 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)

**RAY WELL STATION TRANSFORMER PURCHASE & INSTALL
 BID #4413-17 OPEN: 10/23/17**

	Colvico Inc. 2812 N Pittsburg St Spokane WA 99207 Clint Reid (509) 252-5831 creid@colvicoinc.com	Power City Electric Inc. 3327 E Olive Way Spokane WA 99202 Dan Aga (509) 535-8500 daga@powercityelectric.com	KVA Electric Inc. 13933 Jim Creek Rd Arlington WA 98223 Ivy Bonell (360) 403-8301 ivy@kvaelectric.com
REMOVAL & DISPOSAL OF EXISTING TRANSFORMER	\$8,458.00	\$ 4,642.00	\$25,893.00
NEW TRANSFORMER	\$64,820.00	\$99,278.00	\$83,620.00
INSTALLATION OF NEW TRANSFORMER	\$14,171.00	\$24,083.00	\$32,882.00
8.8% SALES TAX	\$ 7,695.00	\$ 11,264.00	\$12,442.76
OPERATION & MAINTENANCE TRAINING	\$ 9,974.00	\$ 1,000.00	\$ 2,725.24
TOTAL	\$105,118.00	\$140,267.00	\$157,563.00
Addenda Acknowledged	1	1	1
WA State contractors Registration #	COLVII*072JH/COLVII*134D6	POWERCE994BA	KVAELEI862LP

The Request for bid was e-mailed to 51 companies and plan holders, with 3 bid responses received.

PLEASE NOTE THAT THIS BID TABULATION IS NOT AN INDICATION OF AWARD RECOMMENDATION. CRITERIA, IN ADDITION TO PRICE, ARE EVALUATED TO DETERMINE RESPONSIVE BID MEETING SPECIFICATIONS. AWARD OF BID IS MADE BY CITY COUNCIL.

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

12/11/2017

Date Rec'd

11/28/2017

Clerk's File #

ORD C35567

Renews #Submitting Dept

SOLID WASTE COLLECTION

Cross Ref #Contact Name/Phone

SCOTT WINDSOR 625-7806

Project #Contact E-Mail

SWINDSOR@SPOKANECITY.ORG

Bid #Agenda Item Type

Special Budget Ordinance

Requisition #Agenda Item Name

4500 - SBO OPERATING TRANSFER

Agenda Wording

The Solid Waste Collection Dept. does a monthly operating transfer to the Solid Waste Disposal Dept. for its tipping fees at the WTE plant. The budget for this fee was based on 2016 mid-year estimates, the budget is short 1,800,000.00 dollars.

Summary (Background)

The 2017 budget for operating transfers from the Solid Waste Collection Department to the Solid Waste Disposal Department was based on 2016 Mid-year projections, at roughly 88,900 tons. As of October 2017, the tonnage is already up to 99,750 tons. This increase has expended the entire 2017 operating transfer budget and is now using other line item funding. We are requesting an additional \$1,800,000.00 be moved from reserves to help cover these additional costs.

Fiscal Impact

Grant related? NO

Budget Account

Public Works? NO

Expense \$ 1,800,000.00

4500-45100-97109-80101-99999

Select \$

#

Select \$

#

Select \$

#

ApprovalsCouncil NotificationsDept Head

WINDSOR, SCOTT

Study Session

PIES 11/27/2017

Division Director

SIMMONS, SCOTT M.

OtherFinance

CLINE, ANGELA

Distribution ListLegal

SCHOEDEL, ELIZABETH

swindsor@spokanecity.org

For the Mayor

DUNIVANT, TIMOTHY

Tax & Licenses

Additional Approvals

jsalstom

Purchasing

acline

ORDINANCE NO C35567

An ordinance amending Ordinance No. C-35457, passed the City Council November 28, 2016, and entitled, "An ordinance adopting the Annual Budget of the City of Spokane for 2017, making appropriations to the various funds, departments, and programs of the City of Spokane government for the fiscal year ending December 31, 2017, and providing it shall take effect immediately upon passage", and declaring an emergency.

WHEREAS, subsequent to the adoption of the 2017 budget Ordinance No. C-35457, as above entitled, and which passed the City Council November 28, 2016, it is necessary to make changes in the appropriations of the General 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 Solid Waste Collection Fund, and the budget annexed thereto with reference to the Solid Waste Collection Fund, the following changes be made:

FROM:	4480-99999- 99999	Solid Waste Collections Unappropriated Reserves	<u>\$1,800,000</u>
-------	----------------------	--	--------------------

TO:	4500-45100- 97109-80101	Solid Waste Collections Operating Transfer Out - Disposal	<u>\$1,800,000</u>
-----	----------------------------	--	--------------------

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 need to provide an additional \$1,800,000 for the purpose of an operating transfer from the Solid Waste Collections Department to the Solid Waste Disposal Department due to increased tonnage processed in 2017; 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 the City Council _____

Council President

Attest: _____
City Clerk

Approved as to form: _____
Assistant City Attorney

Mayor

Date

Effective Date

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

12/11/2017

<u>Date Rec'd</u>	11/29/2017
<u>Clerk's File #</u>	RES 2017-0100
<u>Renews #</u>	
<u>Cross Ref #</u>	
<u>Project #</u>	
<u>Bid #</u>	
<u>Requisition #</u>	

<u>Submitting Dept</u>	CITY COUNCIL
<u>Contact Name/Phone</u>	AMBER WALDREF 6275
<u>Contact E-Mail</u>	AWALDREF@SPOKANECITY.ORG
<u>Agenda Item Type</u>	Resolutions
<u>Agenda Item Name</u>	0320 - AMENDING COUNCIL RULES OF PROCEDURE

Agenda Wording

A Resolution amending the City Council's rules of procedure.

Summary (Background)

This Resolution amends the City Council's rules of procedure to realign and rename the Council committees as a result of the strategic planning process, adopts new templates for briefing papers and committee agendas, and makes other changes to clarify and refine existing rules to conform to current norms and practices.

<u>Fiscal Impact</u>	Grant related? NO	<u>Budget Account</u>
	Public Works? NO	
Neutral	\$	#
Select	\$	#
Select	\$	#
Select	\$	#

<u>Approvals</u>	<u>Council Notifications</u>
<u>Dept Head</u>	MCDANIEL, ADAM
<u>Division Director</u>	
<u>Finance</u>	ORLOB, KIMBERLY
<u>Legal</u>	PICCOLO, MIKE
<u>For the Mayor</u>	DUNIVANT, TIMOTHY
<u>Additional Approvals</u>	
<u>Purchasing</u>	

RESOLUTION NO. 2017-0100

A Resolution amending the City Council's rules of procedure.

WHEREAS, the City Council operates under rules of procedure which guide the conduct of the City Council's business as the legislative authority of the City of Spokane; and

WHEREAS, from time to time, new or amended methods and procedures for conducting the City Council's business arise and must be memorialized in the Council's rules of procedure to give notice to the public and city staff as to how the Council will govern itself and handle city business.

NOW, THEREFORE, BE IT RESOLVED that the Spokane City Council amends its rules of procedure as shown in the attached documents (the Rules of Procedure, the Briefing Paper Template, and the Committee Agenda Template), and hereby adopts those rules to govern the conduct of City Council business.

BE IT ALSO RESOLVED that the Council requests that the City Clerk distribute these rules and the accompanying exhibits to ensure that city staff and the public are informed as to the procedures for the conduct of City Council business.

Passed by the City Council this ____ day of _____, 2017.

City Clerk

Approved as to form:

Assistant City Attorney

~~SPOKANE CITY COUNCIL~~
~~RULES OF PROCEDURE~~



SPOKANE CITY COUNCIL RULES OF PROCEDURE

RULE 1 - GENERAL PRINCIPLES

Rule 1.1—__PURPOSE

The Spokane City Council adopts these ~~rules~~Rules to ~~provide for govern~~ the conduct of ~~its affairs.~~City Council business. These ~~rules~~Rules do not confer upon any person who is not a member of the Council any right to a particular procedure, nor do they affect the validity or legality of any Council action.-

Rule 1.2—__DUTY OF MUTUAL RESPECT

It is the constant duty of each Council member to ~~maintain and exhibit respect for~~treat each other, ~~the~~ City staff, and the public, ~~with respect.~~ Likewise, ~~the all persons who attend a~~ Council ~~requires respectful behavior from~~meeting must act respectfully toward all persons who attend a meeting. Mutual respect between Council members and towards staff includes, but is not limited to, not intentionally disclosing private information about a Council member or staff such as personal telephone numbers or home address without the permission of the Council member or staff.

Rule 1.3—__DUTY OF ETHICAL CONDUCT

A. 1.3.1—Every Council member must uphold the constitution, laws, and regulations of the State of Washington and the Charter and ordinances of the City.

B. 1.3.2—Conflicts of Interest.

1. No Council member shall have an interest, financial or otherwise, direct or indirect, or engage in any business or transaction or professional activity, or incur an obligation of any nature that may be in conflict with the proper discharge of his or her duties as an elected official or as a Council member.

2. No Council member in his or her official capacity may participate in a transaction involving the City with a party in which the Council member, or

a family member, owns a beneficial interest.

3. Should a Council member have a conflict of interest, or become aware that he or she has or may have a conflict of interest, that Council member shall immediately inform the Council of the conflict of interest and abstain from any Council action in connection with that matter.-

~~1.3.3~~

~~C. A.~~ Confidential information.

1. No Council member may accept employment or engage in any business or professional activity that might reasonably require or induce him or her to disclose confidential information acquired by reason of the Council member's official position.

2. ~~B.~~ No Council member may disclose confidential information gained by reason of his or her official position or otherwise use the information for his or her personal gain or benefit or the gain or benefit of another.

3. ~~C.~~ No Council member may disclose confidential information to any person not entitled or authorized to receive the information.
Notwithstanding the foregoing, the City Council may, upon the affirmative vote of six (6) Council members taken in an open meeting, authorize the release of specific information which would otherwise be deemed confidential information^{BM11}, including without limitation discussions held in executive session .

~~D. "Confidential"~~ For purposes of these rules, "confidential" information means

1. ~~(i)~~ specific information, rather than generalized knowledge, received by a Council member as a result of his or her position that is not available to the general public on request; ~~or~~
2. ~~(ii)~~ information furnished to a Council member under circumstances as to suggest the information is confidential, including when the provider of the information identifies the information as confidential; ~~or~~
4. ~~3.~~ (iii) information made confidential by law, including specific intelligence information and specific investigative records compiled by investigative, law enforcement, and penology agencies, the nondisclosure of which is essential to effective law enforcement or for the protection of any person's right to privacy; or (iv) other information made confidential by the Public Records Act ("PRA") (Chapter 42.56 RCW) or the Open Public Meetings Act ("OPMA") (Chapter 42.30 RCW).

~~4. other information made confidential by the Public Records Act~~

~~(Chapter 42.56 RCW) or the Open Public Meetings Act (Chapter 42.30 RCW).~~

~~D. 1.3.4~~ No Council member may use or authorize the use of facilities of the City, directly or indirectly, for the purpose of assisting a campaign for election of a person to an office or for the purpose of or opposition to a ballot proposition. ~~All actions of a Council membermembers~~ shall comply with RCW ~~42.17.130.17A.555~~ ^[BM2] (Use of public office or agency facilities in campaigns—Prohibition—Exceptions).

Rule 1.4 ROBERT'S RULES OF ORDER

Matters of procedure not otherwise provided for herein are, insofar as practical, determined by reference to *Robert's Rules of Order, newly revised*.

Rule 1.5 AMENDMENT

These ~~Rules~~rules may be amended by resolution of the City Council.

RULE 2 – MEETINGS

Rule 2.1 PLACE AND TIME OF MEETINGS

~~A. 2.1.1~~ As provided in the ~~Spokane Municipal Code Section 2SMC 02.01.010~~, the regular meeting of the City Council is at 3:30 p.m. every Monday in the Council Chambers, ~~Lower Level of City Hall.~~ If a Monday is a City Holiday, that week's regular meeting may be held on the next day that is not a holiday if a quorum is available, unless cancelled at the discretion of the Council President.-

~~B. 2.1.2~~ The 3:30 p.m. Council session is a briefing session ~~for in which~~ the purposes of receiving Council receives staff reports on matters of interest, committee reports, background information from staff regarding matters on the advance agenda for the next week's meeting and for that day's agenda, making any adjustments to the agenda and agreeing as to any issues of procedure for that day's meeting. Once the advance agenda has been reviewed, the City Council shall approve the agenda by motion.

~~C. 2.1.3~~ ~~AsAt~~ the conclusion of the briefing session, there is an administrative session during which action will be taken on ~~the items on the~~ consent agenda. ~~At the items. Upon~~ request of any Council member, an item on the consent agenda will be carried over to the legislative session.

~~D. 2.1.4~~ At the conclusion of the administrative session, or at other time properly announced, the City Council may adjourn into executive session consistent with the ~~Open Public Meetings Act, Chapter 42.30 RCW. The Chair shall declare,~~

~~before the Council convenes in executive session, OPMA. Before so doing, the Chair shall announce~~ the subject matter of the executive session with as much particularity as will not frustrate the purpose of the executive session. ~~and the estimated duration of the executive session.~~ The Council determines which ~~persons~~person(s) shall attend each ~~particular~~ executive session.

~~E. 2.1.5—The 6:00 p.m. Council session is the legislative session for, during which the purpose of taking~~Council may take public testimony, ~~discussing~~discuss and ~~taking~~take action on ~~those items which were placed on that agenda or transferred from the administrative agenda~~items, and for holding the open forum.

Rule 2.2 OPEN FORUM

~~A. 2.2.1—At each meeting, prior to the City Council considering its~~ legislative agenda, an ~~allotment~~amount of time, not to exceed thirty minutes, is devoted to public comment ~~by citizens of the City.~~ When all ~~the matters on the~~ agenda ~~items~~ have been acted on, unless it is 10:00 p.m. or later, the open forum shall continue for ~~a period~~an amount of time not to exceed thirty minutes. ~~If no one has signed up or is remaining~~wishes to speak at the second open forum session, the open forum ~~session~~ shall be concluded.

~~B. 2.2.2—At the beginning of the open forum session a designated staff member will collect the sign-up sheet upon which citizens have indicated their desire to speak at the open forum session(s) and deliver them to the Chair so that the Chair can begin the determination of how the time of the open forum is to be allocated. In his or her discretion, the Chair will determine the. The order of the speakers and will impose on each speaker such the appropriate time limits as may be appropriate to allocate the allotted time for the speakers will be determined at the discretion of the Chair.~~ Each speaker may be limited to three minutes.-

~~C. 2.2.3—Because taking action on any matter brought up during the open forum session would violate these rules relative to advance notice to and participation by the public, no~~No action, other than a statement of Council consensus to ~~bring~~take up the matter ~~up~~ as a future agenda item, will be taken during the open forum.-

~~D. 2.2.4—The open forum is a limited public forum and; all matters discussed in the open forum shall relate to the~~ affairs of the City. ~~No person may use the open forum to speak on such matters and in such a manner as to violate the laws governing the conduct of municipal affairs.~~ No person shall be permitted to speak regarding items on ~~matters related to~~ the current or advance agendas, ~~potential or~~ pending hearing items, or ~~ballot propositions for~~initiatives or referenda in a pending election. Individuals speaking during the open forum shall address their comments to the Council President and shall not use profanity, engage in obscene speech, or make personal comment or verbal insults about any individual.

~~2.2.5 The Council President may invite the Mayor and one member of the administration's executive leadership to be present during open forum.~~

~~2.2.6 In an effort to~~

~~E. To encourage wider participation in open forum so that the Council can hear and a widebroad array of citizenpublic comment and varied points of view, no person shall be permitted to speak at open forum more often than once per month. However, this limitation has there is no effectlimit on the public comment rules concerningnumber of items on the Council's currentwhich a member of the public may testify, such as legislative agendaitems, special consideration items, hearing items, and other items before the City Council and requiring Council action that are not adjudicatory or administrative in nature, as specified in Rules 5.3 and 5.4.~~

Rule 2.3 ADJOURNED MEETINGS

~~A. 2.3.1~~—At the conclusion of the open forum, unless there is further business before the Council, the Chair shall adjourn the meeting until the next regularly scheduled Council meeting.

~~B. 2.3.2~~—Any meeting may be adjourned to a place and time set by motion. Unless otherwise specified in the motion, the meeting will be adjourned to the place and time fixed for the next regular meeting. If a regular meeting be adjourned to a place and time specified, that adjourned meeting is a regular meeting.

~~C. 2.3.3~~—If at the time fixed for the beginning of any meeting, or at any time in the course of a meeting, less than a quorum be present, the Council President, or in the President's absence any member, or if there ~~by are~~ no Council members present then the City Clerk, shall declare the meeting adjourned to the next regular meeting.

~~D. 2.3.4~~—If a meeting is adjourned prior to the completion of the City Council's agenda, all matters on the agenda not disposed of shall be continued to the adjourned meeting. The City Clerk or other person designated by the Clerk shall post a written notice of adjournment conspicuously on or near the main door of the place of any meeting which has been adjourned. The notice shall be posted as soon as possible after the adjournment and shall state the fact of adjournment and the place and time to which the meeting was adjourned.

~~E. 2.3.5~~—At 11:00 p.m. or at any time thereafter, it shall be in order for any member to move, or for the Chair to declare, based on the opinion that the business at hand cannot be concluded within a reasonable time, that a regular meeting be adjourned.

Rule 2.4 SPECIAL MEETINGS

A special meeting may be called by the Council President or by passage of a motion made during a regular meeting. All such special meetings shall be noticed in compliance with the ~~Washington Open Public Meetings Act (OPMA)~~ and Rule 4.2 of these Rules.

Rule 2.5 — STUDY SESSIONS

The Council President may schedule study sessions as needed for ~~such purposes as~~ receiving ~~background~~ information ~~as to~~ staff matters, ~~briefing from staff, briefings,~~ and discussion among Council members ~~as to~~ issues of public concern. ~~Such meetings are to be~~ Study sessions have held in a workshop format, with no public hearing, ~~and then~~ Council ~~shall make no disposition~~ action to dispose of any item ~~at a study session~~ unless the study session was noticed as a special meeting in compliance with the ~~Washington Open Public Meetings Act (OPMA)~~ and Rule 4.2 of these rules. A quorum of the Council is not necessary in order to proceed with a study session, though a quorum is required for the Council to take any action to dispose of any item.

Rule 2.6 — QUORUM

A quorum is four (4) or more Council members present and qualified to act, unless a particular action requires the affirmative vote of more than four. The quorum for the adoption of an ordinance making an emergency expenditure as provided in RCW-35.33.081 and .091, adoption of an ordinance effective immediately under subsection 19(a)(1) of the Charter, and override of a veto as provided in subsection 16(b) is five (5).

RULE 3 – AGENDA

Rule 3.1 — FUNCTIONS OF AGENDA

The agenda serves to introduce items to the Council, to establish the order of business and to give notice to the public. The notice of a special meeting is the agenda for such meeting.

Rule 3.2 — INTRODUCTION OF ITEMS

A. 3.2.1 Items may be placed on a regular legislative meeting agenda by the Council President or any Council member; provided, however, subject to Rule 5.6 (Suspension of Rules), and regardless of whether the item originates with a Council member or the administration, no item may be placed on the legislative agenda unless it has first been presented in its committee ~~of origin or study session~~ session ^[BM3] as provided in Rules 7.1 and 9.32. Agenda items related to activities of a board or commission or a city Council standing committee may be placed on

the agenda by the city administrator, the Council President, by any Council member, or by motion of the City Council. A Council member may not utilize administrative staff, other than ~~of the City Council~~ staff or staff of the legal department, for the preparation of an ~~item for the agenda~~ item without the direction ~~from~~of the Council President or the Mayor.

~~B. 3.2.2—The agenda for every regular~~Regular meeting ~~is~~agendas are prepared by ~~the office of~~ the City Clerk in the manner and format prescribed by the City Council and consistent with administrative policies and procedures and these Rules. ~~The Mayor determines for each kind of item which administrative officials need to sign off on the agenda sheet indicating it, and any accompanying packet material, is complete and ready for introduction by a Council member.~~

Rule 3.3— AGENDA PROCESS

~~A. 3.3.1—The process of submitting agenda items and preparing the agenda for all Council meetings shall be consistent with these Rules~~ of Procedure ~~and Administrative Policy~~any administrative policies and ~~Procedures No. ADMIN 0260-05-04~~procedures governing Council meetings and ~~all subsequent amendments thereto.~~agenda items. In ~~case of any conflicts~~a conflict between these Rules ~~of Procedure~~ and Administrative Policyan administrative policy and ~~Procedures No. ADMIN 0260-05-04~~procedure, these Rules ~~of Procedure~~ shall control.

~~B. 3.3.2—An agenda item is submitted~~ for using the agenda ~~in the form of an agenda sheet presented to the City Clerk.~~ The agenda sheet shall have such form and content as approved by in the template provided for in the City Council exhibit to these Rules.

~~C. 3.3.3—The wording for the agenda~~ item and the relevant information placed on the agenda sheet is ~~to be furnished~~provided by the person submitting the item. The City Clerk and City Attorney's office staff may edit agenda items for grammatical or typographical errors.

~~D. 3.3.4—Each Council member is responsible to obtain and be~~shall become familiar with all agenda ~~data~~items and the accompanying information.

RULE 4 – TIME AND NOTICE

Rule 4.1— NOTICE BY AGENDA

Except as provided below, the agenda is the only required meeting notice.

Rule 4.2— SPECIAL MEETINGS

Notice of every special meeting shall be given in writing to every Council member, ~~to Council staff,~~ the Mayor, ~~to~~ the City Attorney, and to all parties who have on file with the City Clerk a request for such notices. The notice shall be delivered personally, electronically, by mail, by facsimile or otherwise, so as to be received at least 24 hours before the meeting or as otherwise provided for in RCW 42.30.080. The notice shall state the place and time of the meeting and the business to be conducted. The Council shall not make final disposition of any matter not included in the notice. Notices of special meetings are prepared by the City Council Office staff and issued by the City Clerk's office.

RULE 5 – CONDUCT OF MEETINGS

Rule 5.1 THE CHAIR

~~A. 5.1.1~~—The Council President, or in his or her absence or incapacity that Council member elected by the Council to serve as Council President *pro tem* pursuant to SMC ~~303~~.01.120(A), each of whom is referred to in these Rules ~~of Procedure~~ as “the Chair,” shall preside over meetings of the Council and cause the business of the Council to be transacted in accordance with these rules. The presiding officer may yield the Chair to a member of the Council's choice to conduct a portion of the meeting.

~~B. 5.1.2~~—The Chair shall determine all questions of parliamentary procedure, subject to appeal as provided in this Rule 5.1.2, but shall liberally grant leave to the City Council Policy Advisor and/or City Attorney to speak to the question. A ruling of the Chair can be appealed, before the ruling is acted on, by any Council member's announcement of an appeal, which appeal is perfected by receiving a second. ~~The Chair shall then state the question in terms of upholding the ruling and may state his or her reasons for the ruling. Then the member appealing has the floor to open debate on the appeal. Upon the close of debate, the Council shall vote on the appeal.~~

~~C. 5.1.3~~—The Chair may not make a motion. The Chair may second a motion only if there is no other second and only for the purposes of discussion. The Chair may vote as any other Council member.

~~D. 5.1.4~~—The Chair has the authority to recess, subject to appeal, any meeting when noise, disturbance, indecorum, or other circumstances warrant a recess to enable the Council to conduct its meeting in an appropriate manner. The Chair may direct any person disrupting the meeting to be removed from the chambers or to otherwise eliminate a source of disruption.

~~E. 5.1.5~~—The Chair has the authority to recess a meeting upon the request of any

Council member. Recognizing that fatigue, discomfort, and tedium detract from the quality of participation in deliberative process on the part of all participants, the Chair is encouraged to call or grant requests for recesses as such frequency as dictated by the time of day, temperature, and other factors.-

Rule 5.2 ORDER OF BUSINESS

~~A. 5.2.1—~~Briefing Session.

The ~~ordinary~~regular order of business ~~asin~~ a briefing session is as follows:

- ~~1. A.—~~Roll call;
- ~~2. B.—~~Council or staff reports of matters of interest;
- ~~3. C.—~~Background information from staff regarding matters on the advance agenda;
- ~~4. D.—~~Discussion of and any adjustments to the advance agenda for the following week's meeting;
- ~~5. E.—~~Approval by motion of the advance agenda;
- ~~6. F.—~~Any new background for items on the current agenda; and
- ~~7. G.—~~Discussion of and any adjustments to the current agenda.

~~B. 5.2.2—~~Administrative Session.

The ~~ordinary~~regular order of business ~~atin~~ an administration session is as follows:

- ~~1. A.—~~Reading of consent agenda items by the Clerk;
- ~~2. B.—Request(s), if any, to consider any specific consent agenda items separately from the consent agenda;~~
- ~~3. Action on the items~~consent agenda; and
- ~~4. Action~~ on any items considered separately from the consent agenda.

~~C. 5.2.3—~~Executive Session.

The business of an executive session is determined case by case within the restrictions of the ~~Open Public Meetings Act~~OPMA and other provisions of state law.

~~D. 5.2.4—~~Legislative Session.

The ~~ordinary~~regular order of business ~~atin~~ a legislative session is as follows:

- ~~1. A.—~~Pledge of Allegiance, words of inspiration, special introductions;

~~2. B.~~ Roll call to establish the presence of a quorum;

~~3. C.~~ Council and Committee reports;

~~4. D.~~ Announcement of adjustments to the agenda;

~~5. E.~~ Council appointments and approval of Mayoral appointments;

~~6. F.~~ Administrative report;

~~7. G.~~ Open forum; (first session);

~~8. H.~~ Reading of each agenda item by the Clerk;

~~a. I.~~ Report by staff and questions to staff;

~~b. J.~~ Motion and second (except for a hearing in which case the motion is made at the close of the hearing);

~~c. K.~~ Comment from citizens;

~~d. L.~~ Deliberation by Council, and such further dialogue with staff and citizens as Council may desire; and

~~e. M.~~ Vote;

~~9. 5.2.5~~ Open forum (second session, if needed).

10. Adjournment. [BM4]

E. Items shall be acted upon in the order in which they appear on the agenda, provided items may be taken out of order, combined, or separated by at the Chair's discretion, absent objection [BM5] of a majority ~~vote~~ of the Council. Items on the agenda may be grouped under various headings or sections and entire sections may be read and acted upon at one time at the discretion of the Chair unless a majority of the Council decides otherwise.-

F. 5.2.6 All City Council appointments or Mayoral appointments which require City Council approval shall be announced and voted upon by motion during the legislative session ~~with;~~ provided, that the ~~following exception.~~ Approval/confirmation of appointments/mayoral nominations of department heads, the City Clerk, and the City Attorney, pursuant to Section 24 of the City Charter, shall be by resolution.

Rule 5.3 SPEAKING DURING COUNCIL MEETING

- ~~A. 5.3.1~~—Members of the public may address the Council regarding items on the Council's legislative agenda, special consideration items, hearing items, and other items before the City Council requiring Council action that are not adjudicatory or administrative in nature. This rule shall not limit the public's right to speak during the open forum.
- ~~B. 5.3.2~~—No one may speak without first being recognized for that purpose by the Chair. Except for named parties to an adjudicative hearing, a person may be required to sign a sign-up sheet and provide his or her address as a condition of recognition. In order for a Council member to be recognized by the Chair for the purpose of obtaining the floor, the Council member shall either raise a hand or depress the call button on the dais until recognized by the Council President.
- ~~C. 5.3.3~~—Each person speaking at the public microphone shall verbally identify him(her)self by name and, if appropriate, representative capacity.
- ~~D. 5.3.4~~—Each speaker shall follow all written and verbal instructions so that verbal remarks are electronically recorded and documents submitted for the record are identified and marked by the Clerk.
- ~~E. 5.3.5~~—In order that evidence and expressions of opinion be included in the record and that decorum befitting a deliberative process be maintained, no modes of expression not provided by these rules, including but not limited to demonstrations, banners, applause, profanity, vulgar language, or personal insults will be permitted.
- ~~F. 5.3.6~~—A speaker asserting a statement of fact may be asked to document and identify the sources of the factual datum being asserted.
- ~~G. 5.3.7~~—When addressing the Council, members of the public shall direct all remarks to the Council President and shall confine remarks to the matters that are specifically before the Council at that time.-
- ~~H. 5.3.8~~—When any person, including members of the public, City staff, and others, are addressing the Council, Council members shall observe the same decorum and process, as the rules require among the members *inter se*. That is, a Council member shall not engage the person addressing the Council in colloquy, but shall speak only when granted the floor by the Council President. All persons and/or Council members shall not interrupt one another. The duty of mutual respect set forth in Rule 1.2 and the rules governing debate set forth in Robert's Rules of Order, newly revised, shall extend to all speakers before the City Council. The City Council President-pro-tem Policy Advisor and/or City Attorney shall ~~be charged,~~ with the ~~task~~ assistance of ~~assisting Council staff,~~ assist the Council President to ensure that all individuals desiring to speak, ~~be they members of the public, staff, or Council members,~~ shall be identified,

appropriately recognized, and provided ~~with~~ the opportunity to speak.

Rule 5.4 PUBLIC TESTIMONY REGARDING LEGISLATIVE AGENDA ITEMS – TIME LIMITS

5.4.1 ~~A.~~ The City Council shall take public testimony on all matters included on its legislative agenda. ~~There shall be no public testimony on matters on the Council's administrative consent agenda or, with those exceptions stated in regards to procedural, parliamentary, or administrative matters of the Council. There also shall be no public testimony regarding amendments to legislative agenda items. Rule 5.4(B). Public testimony shall be limited to the final Council action.~~

Public testimony shall be limited to three (3) minutes per speaker, unless, at his or her discretion, the Chair determines that, because of the number of speakers signed up to testify, less time will need to be allocated per speaker in order to accommodate all of the speakers. The Chair may allow additional time if the speaker is asked to respond to questions from the Council. At the Chair's discretion, several speakers may allot their time to one speaker who shall speak on behalf of the other individuals for a period of time determined by the Chair.

[BM6]

B. No public testimony shall be taken on consent agenda items, amendments to legislative agenda items, or procedural, parliamentary, or administrative matters of the Council.

C. For legislative or hearing items that may affect an identifiable individual, association, or group, the following procedure may be implemented:

A.1. Following an assessment by the Chair of factors such as complexity of the issue(s), the apparent number of people indicating a desire to testify, representation by designated spokespersons, etc., the Chair shall, in the absence of objection by the majority of the Council present, impose the following procedural time limitations for taking public testimony regarding legislative matters:

a. 1. There shall be up to fifteen (15) minutes for staff, board, or commission presentation of background information, if any.

b. 2. The designated representative of the proponents of the issue shall speak first and may include within his or her presentation the testimony of expert witnesses, visual displays, and any other reasonable methods of presenting the case. Up to thirty (30) minutes shall be granted for the proponent's presentation. If there be more than one designated representative, they shall allocate the 30 minutes between or among themselves.

- ~~c. 3.~~—Three minutes shall be granted for any other person not associated with the designated representative who wishes to speak on behalf of the proponent's position.
- ~~d. 4.~~—The designated representative, if any, of the opponents of the issue shall speak following the presentation of the testimony of expert witnesses, visual displays, and any other reasonable methods of presenting the case. The designated representative(s) of the opponents shall have the same time allotted as provided for the proponents.
- ~~e. 5.~~—Three minutes shall be granted for any other person not associated with the designated representative who wishes to speak on behalf of the opponents' position.
- ~~f. 6.~~—Up to ten minutes of rebuttal time shall be granted to the designated representative for each side, the proponents speaking first, the opponents speaking second.
- ~~2. B.~~—In the event the party or parties representing one side of an issue has a designated representative and the other side does not, the Chair shall publicly ask the unrepresented side if they wish to designate one or more persons to utilize the time allotted for the designated representative. If no such designation is made, each person wishing to speak on behalf of the unrepresented side shall be granted three minutes to present his/her position, and no additional compensating time shall be allowed due to the fact that the side has no designated representative.
- ~~3. C.~~—In the event there appears to be more than two groups wishing to advocate their distinct positions on a specific issue, the Chair may grant the same procedural and time allowances to each group or groups, as stated previously.
- ~~D. D.~~—The time taken for staff or Council member questions and responses thereto shall be in addition to the time allotted for any individual or designated representative's testimony.-

Rule 5.5 VOTING

- ~~A. 5.5.1~~—Except where a majority plus one vote is required, (e.g., Charter section 19, RCW 35.33.081), and unless otherwise provided herein, all motions, except a motion to adjourn (which passes by a majority of votes cast), to carry must receive at least four affirmative votes.
- ~~B. 5.5.2~~—If a motion receives a majority of favorable votes, but less than four, and if further voting cannot produce four votes for any motion, either:

~~1. A.~~—The matter will be continued, or

~~2. B.~~—if it appears that because of disqualification or other reason the Council will not obtain four votes for any motion to dispose of the matter, it shall be declared that no action was taken and the status quo shall prevail.

~~C. 5.5.3~~—Upon a tie vote, the status quo prevails and the matter upon which the vote was cast.

~~D. 5.5.4~~—The votes on any ordinance or formal resolution shall be individually taken and recorded. As to any other matter, voting shall be by voice vote unless any member requests, prior to action on the next item of business, a different method, such as a show of hands or a roll call vote. Unless the Council shall order otherwise, the alternative to voice vote shall be the electronic system currently in use.

~~E. 5.5.5~~—In all cases of voting by other than voice vote, the City Clerk shall record the names of those voting on each side of the question and of those abstaining. In cases of voice vote, it shall be sufficient for the Chair to announce, and the record to reflect, whether the motion carried or failed. Regardless of method of voting, each Council member shall have the right, before the next matter is considered, to explain the reasons for his or her vote and such a request shall be regarded as a matter of privilege.

~~F. 5.5.6~~—A Council member may abstain from voting on any matter before the Council when he or she has a direct personal or pecuniary interest not common to other members of the Council. In order to abstain from voting, a Council member must sufficiently describe to all other members of the Council during the Council meeting, the existence and nature of the interest which supports his or her abstention.

Rule 5.6 SUSPENSION OF THE RULES

These Rules may be temporarily suspended for a particular matter by five affirmative votes.

Rule 5.7 RECONSIDERATION

A Council member who voted on the prevailing side regarding an item voted on during an administrative session may move reconsideration of that item at that day's legislative session or at the next briefing session. All legislative decisions of the City Council regarding ordinances, resolutions, and hearing items are final. When permissible, a Council member may re-submit a subsequent ordinance or resolution to repeal or modify a prior City Council action.

Rule 5.8 — PARTICIPATION BY TELEPHONIC COMMUNICATION

- A.** A Council member may participate telephonically in all or part of a Council meeting if:
- 1. A.** Prior approval is given by the Council President for good cause, whose approval shall not be unreasonably withheld;
 - 2. B.** All persons participating in the meeting are able to hear each other at the same time, such as by the use of a speaker phone; and
 - 3. C.** The Council member participating telephonically shall have reviewed all of the applicable material and participated in the relevant portion of the Council meeting related to the topic to which the Council member is voting on.
- B.** Any technical prohibitions or difficulties that prevent all parties present at the Council meeting from adequately communicating with one another will negate any authorization previously given by the Council President.

RULE 6 – ADJUDICATIVE APPEALS AND HEARINGS

- A.** Adjudicative hearings are quasi-judicial hearings involving named parties. Testimony during adjudicative hearings is limited to the parties involved in the hearing. Public testimony is not accepted in adjudicative hearings. Where procedures for appeals and hearings have been established by ordinance, the Council shall follow those procedures. If a conflict arises between the ordinance and Council rules, the ordinance shall prevail. Where there are no established procedures for an adjudicative appeal or hearing, the Council shall implement the following procedure.
- B. 6.1** — No person shall be allowed to discuss any matter pending hearing with any member or members of the Council except in the Council Chambers in the regular course of a Council meeting. Each Council member shall vigorously strive to avoid any outside communication from anyone in any form concerning a matter pending hearing or decision. If an outside contact cannot be avoided, the Council member shall immediately make a note of the contact and shall at the beginning of the Council's hearing on the matter announce the fact of the contact, the identity of the person, and the substance of the communication. If the communication be in written form, the Council member shall as soon as possible file it with the City Clerk.
- C. 6.2** — When the Council's discussion and vote on a hearing item is at a meeting other than the hearing, it shall be the obligation of every Council member participating in the action to be familiar with the facts in order to reach an

informed, independent judgment. When a member discussing or voting on the matter was not present at the hearing, that member will have familiarized him(her)self with the hearing item based upon any audio or video recording of the hearing and all documents contained in the record. A Council member shall not be briefed by anyone except in an open meeting.

D. 6.3—A Council member shall disqualify him(her)self from participating in a hearing whenever bias, interest, or other influences will prevent or appear to prevent him or her from exercising fair-minded, independent judgment on the facts and established policy. Disqualifying influences include prejudgment of the issues that cannot be swayed by the facts in evidence, a partiality or personal bias for or against a party, and a personal pecuniary interest in the subject matter. Examples of disqualifying bias include a close personal, family, or business relationship with a party, ownership of property the value of which might be affected by the decision, and a business or personal financial situation that might be affected by the decision.

E. 6.4—Should a Council member be aware of circumstances which might appear to disqualify him or her, he or she can either disqualify himself or herself or explain the circumstances before the hearing and let the rest of the Council, by majority vote, decide whether he or she can participate. Should the Council be aware of circumstances which might appear to disqualify a member, the Council may, by majority vote, disqualify the member. The Council's discussion concerning disqualification of a member may occur in executive session. A disqualified member shall be absent from the dais during the hearing and during discussion and voting.

F. 6.5—In all adjudicatory appeals and hearings, Council members are acting in their quasi-judicial capacity and shall comply with all applicable provisions of state law including the appearance of fairness doctrine ~~in~~ (Chapter 42.36 RCW) and the code of ethics for municipal officers in contract interests ~~in~~ (Chapter 42.23 RCW).

G. 6.6—Adjudicatory Appeal Hearing Procedures.

—At the hearing on the appeal, the following rules apply:

1. A.—Oral argument on appeal is limited to parties of record.

2. B.—Oral argument on appeal is limited to thirty minutes per side. If there is more than one appellant or more than one person wishing to present oral argument on appeal, the total time allowed to all such persons is thirty minutes. Any time reserved for rebuttal or surrebuttal is deducted from the time allowed for opening argument. Time taken to respond to questions from the City Council is not deducted from the time allowed for argument.

3. C.—Argument is presented first by the appellant in support of the appeal

followed by the respondent in opposition to the appeal.

~~4. D.~~ No new evidence may be presented during oral argument. Matters found by the hearing officer or body to be facts in the record are presumed to be true and accurate. Oral argument is limited to stating why the record does or does not support the decision.

~~5. E.~~ The City Council may not consider any new facts or evidence on appeal. The City Council's review of appeals is limited to the record prepared by the hearing officer or body, including the verbatim transcript of the hearing, the written appeal, memoranda submitted, and, if permitted, oral arguments presented in accordance with the requirements of this section. Closed record appeals before the City Council must be concluded within 90 days of the date the appeal is filed unless all parties agree to a longer period.

~~6. F.~~ Supplemental documents.

~~a. 1.~~ The parties to the appeal may file memoranda regarding the appeal. Such memoranda must be filed by the agenda deadline for the meeting preceding the meeting set for consideration of the appeal.

~~b. 2.~~ Any replies to the memoranda must be filed by the agenda deadline for the meeting set for consideration of the appeal.

~~c. 3.~~ The City Clerk distributes such memoranda and responsive documents to all parties to the appeal, the City Council, the City Attorney, the Planning Director, and the Hearing Examiner.

~~d. 4.~~ Neither memoranda nor responses may contain any new facts or evidence or discuss matters outside the record. They are limited to stating why the record does or does not support the decision.

~~H. 6.7~~ The City Council may supplement these rules in a case-by-case situation in order to provide due process to all participants in a hearing.-

RULE 7 – ORDINANCES AND FORMAL RESOLUTIONS

Rule 7.1 FILING

~~A. 7.1.1~~ Unless impractical in a given case, ordinances and formal resolutions shall be filed with the Clerk by the advance agenda (Wednesday at 1:00 p.m.) deadline. Copies of ordinances and formal resolutions submitted by the advance agenda deadline shall be included in the Council's packet which will be made available by the second Friday preceding the meeting for which the ordinance is

on the agenda. In any event, an ordinance or formal resolution must have been filed with the Clerk prior to the meeting of which it is an agenda item. No ordinance or formal resolution, except emergency measures, shall be passed until it has been on file with the Clerk for at least three (3) business days, including the day of the Council meeting.

~~B. 7.1.2~~ If an ordinance or formal resolution has not been on file with the Clerk for at least three (3) business days, its reading shall be a reading in full. If an ordinance or formal resolution has been so pre-filed, it shall be sufficient reading to read its title or a summary.-

~~C. 7.1.3~~ Each ordinance or formal resolution shall be identified by its title and by the name of the Council Member or administration official sponsoring it (e.g., ORD Cxxxxx [Councilmember's/administration official's last name]), and every sponsor shall, when filing the same with the City Clerk, specify the committee of origin for the ordinance or formal resolution. Subject to Rule 5.6 (Suspension of Rules), every ordinance or formal resolution must be first presented to its committee of origin before it may be placed upon the Council's agenda for first reading (for ordinances) or for Council consideration (for formal resolutions).-

~~7.1.4~~

~~D.~~ For each ordinance or formal resolution which would have an impact on the fiscal condition of the City, the sponsor must check the box to note the fact of the fiscal impact and describe the fiscal impact of the ordinance or resolution when preparing the agenda sheet.-

Rule 7.2 AMENDMENT

~~A. 7.2.1~~ Amendment of the wording of an ordinance or formal resolution on file does not require repetition of all filing and reading procedures. The Council may elect to defer final action until the amendatory language has been embodied in the document and the document resubmitted, or to pass or adopt the measure as amended in which case the City Council Policy Advisor and/or City Attorney shall be responsible for redrafting or changing the document for record purposes.

~~B. 7.2.2~~ A revised version of an ordinance or formal resolution may be substituted for the one in the packet between readings or between meetings when the differences between the two versions are minor. When a substituted ordinance or formal resolution makes a significant change from the earlier version, it is to be processed as an original item. That is, a substituted ordinance will be given first reading and carried over and a substituted resolution will be deferred or the Council may take action to amend and substitute the revised version for the version previously filed.-

~~C. 7.2.3~~ The deletion of an emergency clause converts the ordinance to a regular ordinance which requires a second reading at a subsequent meeting. The addition of an emergency clause requires the ordinance to be deferred to allow public hearing.-

Rule 7.3— SUBJECT MATTER

The Council shall not consider or pass any ordinance or resolution the subject matter of which is not directly related to local affairs or municipal business if action by the City Council does not result in the adoption of a new or amendment to an existing ordinance or resolution or affect any City policy or practice.

RULE 8 – PROCESSING ORDINANCES

Rule 8.1 PUBLICATION, SIGNATURE AND RECORDING

~~A. 8.1.1~~—An ordinance passed by the City Council shall, within five days thereafter, be presented to the Mayor.

~~B. 8.1.2~~—An ordinance:

~~1. A.~~—Making the annual tax levy,

~~2. B.~~—Adopting the original annual budget,

~~3. C.~~—Making appropriations,

~~4. D.~~—Implementing a local improvement district or confirming the assessments therefor,

~~5. E.~~—Which is an emergency budget ordinance,

~~6. F.~~—Which is an emergency ordinance, or

~~7. G.~~—Which has been approved by the electors by referendum or initiative-

shall become effective immediately upon ~~passages~~passage.

~~C. 8.1.3~~—Ordinances signed by the Mayor, and the approved parts of ordinances that have been partially vetoed, will thereupon be filed with the Clerk for recording and publication if not already published.

~~D. 8.1.4~~—Ordinances not signed by the Mayor after ten days will be filed with the Clerk for signature, recording and publication as necessary.

Rule 8.2— VETO

If within ten (10) days of presentment the Mayor vetoes an ordinance or part of an

ordinance and signs a veto message, the ordinance or part thereof, along with the veto message, is returned to the City Council, which shall provide a copy to the City Clerk. If requested by the Council President or any Council member, the City Clerk shall schedule the matter for the next available agenda. If, within thirty days of the Mayor's veto or partial veto, the ordinance receives at least five votes for passage, it shall thereupon take effect. It will be signed by the Council President, or two Council members, and filed with the City Clerk for publication and recording.

RULE 9 – COMMITTEES^[BM7]

Rule 9.1 STANDING COMMITTEES – ESTABLISHMENT AND MEMBERSHIP

~~A. 9.1.1~~—There shall be four (4) standing committees, as follows:

1. ~~A.~~—Public Safety and Community Health;

~~B.~~—

2. Finance and Administration;

~~C.~~—

3. Urban Development;

4. ~~D.~~—Public Infrastructure, Environment and Sustainability.

~~9.1.2~~—

~~B.~~ Committee membership shall be comprised of a minimum of one (1) council member from each council district, and additional members as desired. Standing committees composed of more than three (3) Council members shall be noticed as meetings of the Council where no legislative action shall occur.—

~~C. 9.1.3~~—The Council President may chair a ~~maximum of two (2) standing committeescommittee~~, as determined in his or her sole discretion. All other ~~committeescommittee chairs and vice-chairs~~ shall ~~selectbe determined~~ by majority vote of the ~~chair and vice-chair for each committee. No council member shall chair more than two (2) standing committees at one time.~~

~~9.1.4~~—

~~D.~~ The Council shall confirm the ~~members of standing committees—standing committee membership and leadership by resolution adopted~~ ^[BM8] at the second meeting in January of each year or as soon thereafter as possible.—

Rule 9.2——AD HOC COMMITTEES

~~Ad hoc committees with specified functions may be established for a designated term~~

~~by motion of the Council. Unless already determined by the Council, such matters as appointment process, the qualification for membership, the number of members, and time for report of a committee shall be determined by the committee.~~

~~Rule 9.3~~ ~~ORIGIN AND REFERRAL~~

~~9.3.1 Each ordinance or formal resolution must be presented in the committee designated by the sponsor of the item under Rule 7.1.3 (Committee of Origin) before it may be filed for first reading.~~

~~A. 9.3.2 By declaration of the Chair (subject to appeal) or by motion of the Council, any matter before the Council may be referred to a committee, except that no committee shall investigate the facts of, nor shall any member or members of the Council take independent action on, any pending or contemplated adjudicated matters.~~

~~Rule 9.4~~ ~~REPORT~~

~~9.4.1 A committee shall advise the Council that it is ready to report by making such announcement at a briefing session, at which time the Council may decide on what agenda the matter shall be placed, or by filing the report with the Clerk for placement on an agenda in coordination with the Council President and Mayor as any other agenda item.~~

~~9.4.2 A report of a committee recommending that the Council take specific action shall be in writing and, except in emergencies, in the manner of a formal resolution. Such pre-filing may substitute for full reading. Any committee member disagreeing with any part of the committee's report shall be given the opportunity to express his or her disagreement, orally or in writing, prior to Council action on the matter. If it be moved and seconded that the minority report be adopted, that motion shall be voted on before a motion to adopt the committee report.~~

~~Rule 9.5~~ ~~INTER-GOVERNMENTAL COMMITTEES AND BOARDS~~

~~Unless governed by other regulations, statutes, or ordinances, appointment of full slate of Council members to inter governmental committees or boards shall be made by the Council President to be confirmed by a majority of the City Council. All appointments shall be made consistent with the governmental documents creating the inter governmental committee.~~

~~Rule 9.6~~ ~~STANDING~~ ~~COMMITTEE MEETINGS~~ ~~PROCESS~~ ^[BM9]

~~B.~~ One of the functions of standing committee meetings is to provide the city administration and city staff an opportunity to update members of the committee regarding department programs, plans, and other administrative activities and future City Council administrative and legislative agenda items. Another

function of the standing committees is to dedicate time to discussing strategic initiatives with the city administration and measuring progress of these initiatives.

All standing committees shall be open to the public except when the committee adjourns into executive session. No public testimony will be taken during standing committee meetings. Participation in a standing committee meeting shall be limited to standing committee members, appropriate staff and other individuals recognized by the committee. Participation by Council Members, including deliberation and voting, shall be open to all Council members when the standing committee is meeting as a committee of the whole and as a special Council meeting. Participation by Council members in a standing committee that is not a committee of the whole shall be limited to just the appointed Council members.

C. Upon motion of the City Council, a standing committee meeting may be conducted as a meeting of the full City Council, in which case, a special meeting notice shall be issued and the meeting shall be conducted in a study session format.

D. Each committee shall meet monthly at 1:15 p.m. in the Council Briefing Center, except where cancelled at the discretion of the chair, in the following order:

1. Public Safety and Community Health: First Monday of each month
2. Urban Development: Second Monday of each month
3. Finance and Administration: Third Monday of each month
4. Public Infrastructure, Environment, and Sustainability: Fourth Monday of each month
5. If there is a fifth Monday in a month, that date is reserved for an additional study session as needed.

E. Committee meeting agendas are formalized under the following process:

1. Three Wednesdays prior to the committee meeting, the chair's legislative aide or administrative staff will circulate a request for agenda items.
2. No later than 5 p.m. on the Wednesday occurring 12 days before the committee meeting, suggested agenda items and briefing papers (for both consent and discussion items) are due to be submitted to the legislative aides or administrative staff who circulated the request for agenda items.

a. At that time, the briefing paper template should be filled out and

must indicate whether the preparer prefers the item to be a consent item or a discussion agenda item.

b. As many supporting documents as are available should be attached to the briefing paper.

3. By the Friday occurring 10 days before the committee meeting, the preliminary agenda, with briefing papers, is to be sent out to all Council Members for review.

4. No later than 5 p.m. on the Monday occurring 1 week before the committee meeting, Council Member requests for additional information on any agenda item are due.

5. During the week before the committee meeting:

a. The committee Chair, Vice Chair and administrative leads meet to finalize the agenda and determine which items will be placed as consent items, discussion items, and strategic initiatives.

b. Wednesday at 5 p.m. is the deadline for all supporting documents for briefing papers and addenda, if any.

c. By Thursday: the legislative aide or administrative staff circulates the final agenda for the committee meeting to occur the following Monday.

6. Any deviation from the schedule above (accepting briefing papers past the deadlines for example), must be approved by the Committee Chair.

The regular order of business for committee meetings is as specified in the Agenda Template document attached as an exhibit to these Rules.

F. Each item presented in committee must be accompanied by a briefing paper, using the Briefing Paper Template attached as an exhibit to these Rules, unless waived in the particular case by the committee chair.

G. Each^[AW10] ordinance or resolution must be presented by the Council sponsor in a committee before it may be filed for first reading. With the consent of the Council President, an item may be presented in a regular Council study session which has been noticed as a public meeting instead of a committee.

H. By declaration of the Chair (subject to appeal) or by motion of the Council, any matter before the Council may be referred to a committee, except that no committee shall investigate the facts of, nor shall any member or members of the Council take independent action on, any pending or contemplated adjudicated matters.

~~[BM11]~~[BM12]

[BM13]

Rule 9.3 INTER-GOVERNMENTAL COMMITTEES AND BOARDS

Unless governed by other regulations, statutes, or ordinances, appointment of full slate of Council members to inter-governmental committees or boards shall be made by the Council President to be confirmed by a majority of the City Council. All appointments shall be made consistent with the governmental documents creating the inter-governmental committee.

Rule 9.4 AD HOC COMMITTEES

Ad hoc committees with specified functions may be established for a designated term or for a specific task, by resolution. Unless specified in the resolution which created the ad hoc committee, matters of committee business such as the appointment process and qualifications for membership, the number of members, and the deadline for any resulting reports of the ad hoc committee shall be determined by the committee itself.

RULE 10 – MISCELLANEOUS

Rule 10.1 COUNCIL POSITION VACANCY

- A.** ~~10.1.1~~ Upon the occurrence of a vacancy of a City Council position other than that of Council President, the Council President shall announce the vacancy within seven (7) days of the vacancy occurring and call for interested parties to submit their applications for consideration by a deadline agreed to by the Council.
- B.** Upon the close of the deadline, each member of the Council shall review the applications, interview on an individual basis whichever applicant they desire to interview, and select those individuals who they believe should be interviewed by the entire City Council.
- C.** ~~10.1.2~~ The Council, by motion, shall establish a committee to compile the Council members' list of candidates to be interviewed. The committee shall submit to the Council the compiled list of candidates to be interviewed by the entire City Council.

D. ~~10.1.3~~ The Council shall conduct interviews of each individual candidate selected for interviews. The interviews shall be open to the public.-

E. ~~10.1.4~~ Upon completion of the interviews, the Council, pursuant to RCW 42.30.110(1)(h), may go into executive session to evaluate the qualifications of each candidate.

F. _____ The Council shall take final action appointing a candidate to fill the vacancy during an open public meeting.

G. ~~10.1.5~~ Provisions regarding the selection of a candidate for a City Council vacancy not set forth by these rules shall be determined by the City Council ~~upon~~ aby motion during an open public meeting.

H. ~~10.1.6~~ If the Council President position becomes vacant, the City Council may elect to appoint one of the existing Council members to fill the position of Council President without following the selection procedure set forth above. If, upon a motion of the City Council, the City Council decides to consider someone other than an existing Council member to fill the vacant position of Council President, the City Council shall follow the selection procedure set forth above.

Amended

Adopted by Resolutions:

~~1995-0087 (July 10, 1995)~~
~~1996-0010 (Jan. 22, 1996)~~
~~1996-0052 (April 8, 1996)~~
~~1996-0064 (April 29, 1996)~~
~~1996-0068 (May 13, 1996)~~
~~2001-0005 (Feb. 5, 2001)~~
~~2001-0084 (Oct. 1, 2001)~~
~~2002-0027 (Mar. 11, 2002)~~
~~2002-0083 (Sept. 3, 2002)~~
~~2004-0027 (Mar. 29, 2004)~~
~~2005-0148 (Dec. 19, 2005)~~
~~2009-0078 (Oct. 26, 2009)~~
~~2010-0013 (Sept. 13, 2010)~~
~~2011-0033 (May 2, 2011)~~
~~2012-0001 (Jan. 9, 2012)~~
~~2012-0002 (Jan. 17, 2012)~~
~~2013-0005 (Feb. 4, 2013)~~
~~2013-0018 (March 4, 2013)~~
~~2014-0002 (Jan. 6, 2014)~~
~~2014-0055 (May 19, 2014)~~
~~2015-0094 (August 31, 2015)~~

~~2016-0001(January 4, 2016)~~

~~_____Resolution 2017-0071 (August 21, 2017)-_____ (date)~~

Exhibits:

Briefing Paper template

Committee Agenda template

----- COMMITTEE MEETING
AGENDA FOR 1T

1:15 p.m. – City Council Briefing Center

The Spokane City Council's ----- Committee meeting will be held at **1:15 p.m. on 1T** in City Council Briefing Center –Lower Level City Hall, 808 West Spokane Falls Boulevard, Spokane, Washington.

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

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

AGENDA

- I. Call to Order at 1:15 p.m.**
- II. Approval of Minutes**
- III. Consent Items**
- IV. Discussion Items (as needed)**
 - A. Council Requests
 - B. Staff Requests
- V. Strategic Plan Session**
 - A. Item A
 - B. Item B
- VI. Adjournment:**
Next Committee meeting will be 1T

AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION: The City of Spokane is committed to providing equal access to its facilities, programs and services for persons with disabilities. The Spokane City Council Chamber in the lower level of Spokane City Hall, 808 W. Spokane Falls Blvd., is wheelchair accessible and also is equipped with an infrared assistive listening system for persons with hearing loss. Headsets may be checked out (upon presentation of picture I.D.) at the City Cable 5 Production Booth located on the First Floor of the Municipal Building, directly above the Chase Gallery or through the meeting organizer. Individuals requesting reasonable accommodations or further information may call, write, or email Human Resources at 509.625.6363, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or msteinolfson@spokanecity.org. Persons who are deaf or hard of hearing may contact Human Resources through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

Briefing Paper (Committee Name)

Division & Department:	
Subject:	
Date:	
Contact (email & phone):	
City Council Sponsor:	
Executive Sponsor:	
Committee(s) Impacted:	
Type of Agenda item:	<input type="checkbox"/> Consent <input type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
Alignment: (link agenda item to guiding document – i.e., Master Plan, Budget , Comp Plan, Policy, Charter, Strategic Plan)	
Strategic Initiative:	
Deadline:	
Outcome: (deliverables, delivery duties, milestones to meet)	
Background/History: <i>Provide brief history e.g. this is the 3rd and final 5 year extension of the contract which was put in place in 2007.</i>	
Executive Summary: <ul style="list-style-type: none"> <i>Provide details in bullet format</i> 	
Budget Impact: Approved in current year budget? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Annual/Reoccurring expenditure? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A If new, specify funding source: Other budget impacts: (revenue generating, match requirements, etc.)	
Operations Impact: Consistent with current operations/policy? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Requires change in current operations/policy? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Specify changes required: Known challenges/barriers:	

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

12/11/2017

Date Rec'd

11/29/2017

Clerk's File #

RES 2017-0101

Renews #Cross Ref #Submitting Dept

CITY COUNCIL

Contact Name/Phone

AMBER WALDREF 6275

Project #Contact E-Mail

AWALDREF@SPOKANECITY.ORG

Bid #Agenda Item Type

Resolutions

Requisition #Agenda Item Name

0320 - ADOPTION OF STRATEGIC PLAN

Agenda Wording

A Resolution adopting the City of Spokane's Joint Strategic Plan.

Summary (Background)

This Resolution adopts the attached Six-Year Joint Strategic Plan (2018-2023) with the intention of incorporating the Strategic Plan into the Implementation Chapter of the Comprehensive Plan, aligning with internal and external partners and the Council's legislative process; and utilizing it as the City's guiding document for future capital and operational budget decisions.

Fiscal Impact

Grant related? NO

Budget Account

Public Works? NO

Neutral \$

#

Select \$

#

Select \$

#

Select \$

#

ApprovalsCouncil NotificationsDept Head

MCDANIEL, ADAM

Study Session

PSCH 12/4/2017

Division DirectorOther

various

Finance

ORLOB, KIMBERLY

Distribution ListLegal

PICCOLO, MIKE

For the Mayor

DUNIVANT, TIMOTHY

Additional ApprovalsPurchasing

RESOLUTION NO. 2017-0101

A Resolution adopting the City of Spokane's Joint Strategic Plan.

WHEREAS, since September 2016, the Mayor and City Council have worked jointly to develop a six-year Strategic Plan for the City of Spokane; and

WHEREAS, the City Council and Administration have arrived at a strategic plan which furthers Spokane as a safe, compassionate, diverse, sustainable, and growing city known for natural beauty, economic prosperity, and exceptional quality of life; and

WHEREAS, the Strategic Plan aligns with our City's Comprehensive Plan and neighborhood plans, and is based upon citizen priorities established by years of public engagement; and

WHEREAS, this transparent, outcome-driven Plan identifies four key goals and multiple strategies for alignment with the City's financial and human resources, as well as community partnerships, to advance economic vitality and community well-being; and

WHEREAS, it is the desire of the City Council to work collaboratively with staff in all City Departments, as well as Boards, Commissions, partner jurisdictions, and business and community organizations, to achieve measurable outcomes over the next six years by targeting investment and monitoring progress toward these goals:

- *Create a Safe, Healthy and Compassionate Community*
 - advance city-wide clean and safe programs;
 - further criminal justice reform efforts;
 - protect vulnerable populations;
 - embrace diversity and inclusion;
 - reduce property crime;
 - improve integrated emergency response;
- *Develop our Urban Experience*
 - grow our neighborhood and business centers;
 - increase housing options;
 - promote strategic collaboration with regional partners;
 - increase connectivity and river/trail access;
 - strengthen Downtown Spokane;
 - invest in arts, culture, and facilities that support an active lifestyle;
 - market Spokane's advantages
- *Build Innovative Infrastructure that Promotes Mobility & Sustainability*
 - make smart use of our public lands and resources;
 - ensure affordable and predictable rates/taxes for citizens/businesses;
 - protect our natural environment and build resiliency;
 - deliver smart transportation investments
- *Make Sustainable Financial and Human Resource Investments*

- build and advance a more responsive, adaptable workforce at the City;
- develop financial management practices that are sustainable, transparent, efficient, and accountable; and

WHEREAS, the City Council has reorganized its Committees and budgeting process to coordinate more effectively with the Administration in implementing the Strategic Plan; and

WHEREAS, the City's efforts will be evaluated by tracking both strategic and operational measures in a transparent fashion via regular reports during City Council Committee meetings and legislative sessions, as well as an online presence to provide citizen accountability and guide future advancements in the plan.

NOW, THEREFORE, BE IT RESOLVED that the Spokane City Council adopts the attached Six-Year Joint Strategic Plan (2018-2023) with the intention of incorporating the Strategic Plan into the Implementation Chapter of the Comprehensive Plan, aligning with internal and external partners and the Council's legislative process; and utilizing it as the City's guiding document for future capital and operational budget decisions.

Adopted this _____ day of December, 2017.

City Clerk

Approved as to form:

Assistant City Attorney

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

12/11/2017

<u>Date Rec'd</u>	11/22/2017
<u>Clerk's File #</u>	RES 2017-0102
<u>Renews #</u>	
<u>Cross Ref #</u>	
<u>Project #</u>	
<u>Bid #</u>	
<u>Requisition #</u>	

<u>Submitting Dept</u>	COMMUNICATIONS
<u>Contact Name/Phone</u>	BRIAN 625-6740 CODDINGTON
<u>Contact E-Mail</u>	BCODDINGTON@SPOKANECITY.ORG
<u>Agenda Item Type</u>	Resolutions
<u>Agenda Item Name</u>	RESOLUTION EXTENDING COMCAST FRANCHISE AGREEMENT TO JUNE 30, 2018

Agenda Wording

A Resolution of the City of Spokane, Washington, granting Comcast Cable Communications Management LLC a Franchise Extension through June 30, 2018.

Summary (Background)

The City of Spokane is in negotiations with Comcast for the renewal of the cable franchise agreement. The current franchise will expire on December 23, 2017 and both the City and Comcast have agreed to a six-month extension of the current cable franchise to complete the renewal process.

<u>Fiscal Impact</u>	Grant related? NO	<u>Budget Account</u>
	Public Works? NO	
Neutral \$		#
Select \$		#
Select \$		#
Select \$		#
<u>Approvals</u>	<u>Council Notifications</u>	
<u>Dept Head</u>	CODDINGTON, BRIAN	<u>Study Session</u>
<u>Division Director</u>	CODDINGTON, BRIAN	<u>Other</u>
<u>Finance</u>	HUGHES, MICHELLE	<u>Distribution List</u>
<u>Legal</u>	DALTON, PAT	
<u>For the Mayor</u>	DUNIVANT, TIMOTHY	
<u>Additional Approvals</u>		
<u>Purchasing</u>		

RESOLUTION NO. _____

**RESOLUTION OF THE CITY OF SPOKANE, WASHINGTON
GRANTING COMCAST CABLE COMMUNICATIONS MANAGEMENT, LLC
A FRANCHISE EXTENSION THROUGH JUNE 30, 2018**

WHEREAS, on or about November 21, 2005, the City of Spokane, Washington granted a Cable Communications Franchise Agreement ("Franchise"), which is currently held by Comcast Cable Communications Management, LLC ("Comcast"); and

WHEREAS, Comcast has requested renewal of the Franchise; and

WHEREAS, the initial term of the Franchise is set to expire on or about December 23, 2017; and

WHEREAS, both the City and Comcast desire to reserve all of their respective rights under state and federal law regarding the franchise renewal process, specifically all rights provided by 47 U.S.C. Section 546.

NOW, THEREFORE, the City of Spokane, Washington hereby resolves as follows:

1. The Franchise is hereby amended by extending the term of the Franchise from December 24, 2017 through the date on which Comcast's Franchise is renewed or until and including June 30, 2018, whichever shall first occur.

2. Except as specifically modified hereby, the Franchise shall remain in full force and effect.

3. The City and Comcast hereby agree that neither party waives any rights either may have under the Franchise or applicable law.

4. This Resolution shall become effective upon the occurrence of both of the following conditions: (1) The Resolution being passed and approved by the City and (2) Comcast's acceptance of this Resolution.

Approved by the City Council of the City of Spokane, Washington this ____ day of _____, 2017.

CITY OF SPOKANE, WASHINGTON

_____, Mayor

ATTEST:

_____, City Clerk

ACCEPTANCE AND AGREEMENT

Comcast Cable Communications Management, LLC hereby accepts this Resolution No. _____ ("Resolution") and hereby accepts the terms, provisions and recitals of the Resolution and agrees to be bound by the Franchise.

Dated this ____ day of _____, 2017.

COMCAST CABLE COMMUNICATIONS MANAGEMENT, LLC

By: _____

Its: _____

SWORN TO BEFORE ME this
____ day of _____, 2017.

NOTARY PUBLIC

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

12/11/2017

<u>Date Rec'd</u>	11/29/2017
<u>Clerk's File #</u>	RES 2017-0103
<u>Renews #</u>	

Submitting Dept	AIRPORTS	Cross Ref #	
Contact Name/Phone	LAWRENCE 455-6419	Project #	
Contact E-Mail	LKRAUTER@SPOKANEAIRPORTS.NET	Bid #	
Agenda Item Type	Resolutions	Requisition #	
Agenda Item Name	AIRPORTS - NEW HANGAR & GATEWAY IMPROVEMENTS AT FELTS FIELD		

Agenda Wording

Joint City, County, and Spokane Airport Board resolution for new hangar and gateway improvements at Felts Field Airport-expense of \$5,000,000.

Summary (Background)

On November 27, 2017, the Spokane Airport Board approved a resolution authorizing the Spokane Airport Board to pledge airport revenue to repayment of an interfund loan from the City of Spokane, to pay all or part of the cost of the construction of a new hangar and gateway improvements at Felts Field airport; providing that the airport agreement will remain in full force and effect while such interfund loan is outstanding; authorizing the City of Spokane to fix, by subsequent ordinance, the date

<u>Fiscal Impact</u>	Grant related? NO	<u>Budget Account</u>
	Public Works? NO	
Select	\$	#
Select	\$	#
Select	\$	#
Select	\$	#
<u>Approvals</u>		<u>Council Notifications</u>
<u>Dept Head</u>	PFISTER, TERRI	<u>Study Session</u>
<u>Division Director</u>		<u>Other</u>
<u>Finance</u>	HUGHES, MICHELLE	Distribution List
<u>Legal</u>	RICHMAN, JAMES	lkrauter@spokaneairports.net
<u>For the Mayor</u>	DUNIVANT, TIMOTHY	darmstrong@spokaneairports.net
<u>Additional Approvals</u>		thart@spokaneairports.net
<u>Purchasing</u>		tdunivant@spokanecity.org
		gcooley@spokanecity.org
		cmarchand@spokanecity.org
		mhughes@spokanecity.org



Continuation of Wording, Summary, Budget, and Distribution

Agenda Wording

Summary (Background)

form, denominations, maturities, interest rates, terms and covenants of such interfund loan; and providing for other matters properly relating thereto.

Fiscal Impact

Select \$

Select \$

Budget Account

#

#

Distribution List

SPOKANE COUNTY RESOLUTION NO. _____

CITY OF SPOKANE RESOLUTION NO. _____

SPOKANE AIRPORT BOARD RESOLUTION NO. 09-17

A JOINT RESOLUTION OF THE BOARD OF)
COUNTY COMMISSIONERS OF SPOKANE)
COUNTY, WASHINGTON, THE CITY COUNCIL)
OF THE CITY OF SPOKANE, WASHINGTON, AND)
THE SPOKANE AIRPORT BOARD, AUTHORIZING)
THE SPOKANE AIRPORT BOARD TO PLEDGE)
AIRPORT REVENUE TO REPAYMENT OF AN)
INTERFUND LOAN FROM THE CITY OF)
SPOKANE, TO PAY ALL OR PART OF THE COST)
OF THE CONSTRUCTION OF A NEW HANGAR)
AND GATEWAY IMPROVEMENTS AT FELTS)
FIELD AIRPORT; PROVIDING THAT THE)
AIRPORT AGREEMENT WILL REMAIN IN FULL)
FORCE AND EFFECT WHILE SUCH INTERFUND)
LOAN IS OUTSTANDING; AUTHORIZING THE)
CITY OF SPOKANE TO FIX, BY SUBSEQUENT)
ORDINANCE, THE DATE, FORM,)
DENOMINATIONS, MATURITIES, INTEREST)
RATES, TERMS AND COVENANTS OF SUCH)
INTERFUND LOAN; AND PROVIDING FOR)
OTHER MATTERS PROPERLY RELATING)
THERE TO

JOINT RESOLUTION

BE IT RESOLVED by the Board of County Commissioners of Spokane County, Washington (the "County"), by the City Council of the City of Spokane, Washington (the "City"), and by the Spokane Airport Board (the "Airport Board"), as follows:

WHEREAS, pursuant to Chapter 14.08 RCW, the County, by and through its Board of County Commissioners (the "Board") and the City, by and through its City Council (the "Council"), entered into an agreement dated August 28, 1990 (the "Agreement") to provide for the joint operation of Spokane International Airport, Felts Field Airport and Spokane International Business Park (collectively, the "Spokane Airport"); and

WHEREAS, the Board, the Council and the Airport Board have determined that the pledge of Spokane Airport revenue to the repayment of an interfund loan from the City of Spokane, Spokane Investment Pool to acquire, construct and install a new hangar at Felts Field Airport and Gateway Improvements will be advantageous to the County, the City and the Airport Board and desire to authorize the execution of all documentation necessary to secure such an obligation in accordance with this Joint Resolution and the City's Administrative Policy and Procedure for Investments ("Investment Policy");

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Board of County Commissioners of Spokane County, Washington, the City Council of the City of Spokane, Washington, and by the Spokane Airport Board, as follows:

Section 1: The Airport Board is hereby authorized to enter into an agreement with the City of Spokane (City) providing for the pledge of airport revenues to the repayment, with interest, of an interfund loan from the City to fund all or a portion of the acquisition, construction and installation of a new hangar and gateway improvements at Felts Field Airport under the terms and conditions set forth herein.

Section 2: The City is hereby authorized to enter into an agreement with the Spokane Airport Board to secure the repayment of an interfund loan from City to the Spokane Airport Board in the aggregate principal amount of not to exceed \$5,000,000 for a term not to exceed five (5) years, amortized over ten (10) years and callable on any date by the City. Interest on the interfund loan shall be calculated pursuant to the City's interfund lending rate formula. The City shall, by subsequent ordinance, fix the date, form, denomination, maturities, interest rates, terms and covenants required to document the interfund loan in accordance with the City's Investment Policy. Such ordinance shall provide for the use and application of the money to be derived from the interfund loan, and provide for such other things as may be necessary or appropriate to carry out the intent of this Resolution.

Section 3: The Airport Agreement shall remain in full force and effect, provided, the County and City expressly intend to authorize the establishment by the City and the Airport Board of a fund held by the City for purposes of securing and repaying the interfund loan authorized herein.

Section 4: If any provision of this Resolution, or its application to any person or circumstance, is held invalid, the remainder of this Resolution, or the application of the provision to other persons or circumstances shall not be affected.

ADOPTED by the City Council of the City of Spokane, Washington this ____ day of _____, 2017.

ATTEST:

CITY OF SPOKANE, WASHINGTON

Terri L. Pfister, City Clerk

Ben Stuckart, Council President

(S E A L)

Approved as to form:

Delivered to the Mayor on _____, 2017.

City Attorney

David A. Condon, Mayor

ADOPTED by the Board of County Commissioners of Spokane County, Washington
this ____ day of _____, 2017.

Commissioner Al French, Chair

ATTEST:

Commissioner Josh Kerns, Vice-Chair

Ginna Vasquez, Clerk of the Board

Commissioner Mary Kuney

(S E A L)

ADOPTED by the Spokane Airport Board this 27th day of November, 2017.

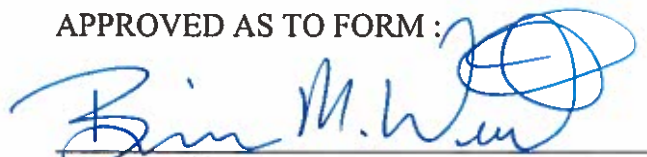
ATTEST:

SPOKANE AIRPORT BOARD


Secretary


Chair

APPROVED AS TO FORM:


Brian M. Werst
General Counsel

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

11/20/2017

Date Rec'd

11/7/2017

Clerk's File #

ORD C35565

Renews #

Submitting Dept

FINANCE & ADMIN

Cross Ref #

Contact Name/Phone

CRYSTAL 625-6369

Project #

Contact E-Mail

CMARCHAND@SPOKANECITY.ORG

Bid #

Agenda Item Type

Final Reading Ordinance

Requisition #

Agenda Item Name

0410 - 2018 BUDGET ADOPTION

Agenda Wording

Adopting the Annual Budget of the City of Spokane for 2018, making appropriations to the various funds of the City of Spokane for the year ending December 31, 2018, providing it shall take effect immediately upon passage.

Summary (Background)

The City of Spokane is a first class city with a population of less than 300,000 persons and is required, pursuant to RCW 35.33.075 to adopt a final budget prior to the close of the current fiscal year at midnight, December 31, 2017.

Fiscal Impact

Grant related? NO

Budget Account

Public Works? NO

Select \$

#

Select \$

#

Select \$

#

Select \$

#

ApprovalsCouncil NotificationsDept Head

DUNIVANT, TIMOTHY

Study SessionDivision Director

MARCHAND, CRYSTAL

OtherFinance

DOVAL, MATTHEW

Distribution List

Legal

DALTON, PAT

tdunivant@spokanecity.org

For the Mayor

DUNIVANT, TIMOTHY

cmarchand@spokanecity.org

Additional Approvals

jdclark@spokanecity.org

Purchasing

mhughes@spokanecity.org

gcooley@spokanecity.org

ORDINANCE NO. C35565

An ordinance adopting the Annual Budget of the City of Spokane for 2018, making appropriations to the various funds of the City of Spokane government for the fiscal year ending December 31, 2018, and providing it shall take effect immediately upon passage.

WHEREAS, the City of Spokane is a first class city with a population of less than 300,000 persons and is required, pursuant to RCW 35.33.075 to adopt a final budget prior to the close of the current fiscal year at midnight, December 31, 2017; and

WHEREAS, all appropriations in the final budget must be limited to the total estimated revenues therein including the amount to be raised by all municipal revenue sources and the unencumbered fund balances estimated to be available at the close of the current fiscal year; and

WHEREAS, pursuant to RCW 35.33.121 the expenditures as classified and itemized by fund in the final budget adopted by the City Council shall constitute the City of Spokane's appropriations for the fiscal year commencing after midnight, December 31, 2017, subject to later adjustments as provided therein;

NOW, THEREFORE,

The City of Spokane does ordain:

Section 1.

A. That the revenues to be generated by the revenue sources set forth in the final budget are required for the continuation of the existing essential municipal programs and services of the City of Spokane.

B. That without said essential municipal programs and services, the public health, safety and welfare of the citizens of the City of Spokane would be seriously impaired.

C. That the following Annual Budget of the City of Spokane for 2018 reflects a continuation of said essential municipal services and programs provided by the City of Spokane for the public health, safety and welfare of the citizens of the City of Spokane as required by the constitution and laws of the State of Washington, the City Charter, ordinances, other legislative enactments and lawful obligations of the City of Spokane.

Section 2. That the Annual Budget of the City of Spokane for the fiscal year ending December 31, 2018, as set forth in the document attached hereto and entitled, "2018 Adopted Budget, City of Spokane, Washington," hereinafter referred to as the 2018 Annual Budget, be and the same is, hereby fixed, determined and adopted; and that the amounts set forth in said budget are hereby appropriated for the use of the several funds as specified.

Section 3. That the foregoing appropriations are to be paid from the respective funds as specifically indicated in the 2018 Annual Budget and the salaries and wages therein set forth in detail as prescribed by RCW 35.33.051 shall be paid on a biweekly basis, payable every other Friday of such fiscal year.

Section 4. That because this ordinance adopts the Annual Budget, as provided by Section 19 of the City Charter, it shall take effect immediately upon its passage.

Passed the City Council_____.

Council President

Mayor

Attest:_____
City Clerk

Approved as to form:

Assistant City Attorney

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

12/04/2017

Date Rec'd

11/21/2017

Clerk's File #

ORD C35566

Renews #Submitting Dept

CITY COUNCIL

Cross Ref #Contact Name/Phone

BEN STUCKART 6256269

Project #Contact E-Mail

AMCDANIEL@SPOKANECITY.ORG

Bid #Agenda Item Type

First Reading Ordinance

Requisition #Agenda Item Name

0320 SALARY REVIEW COMMISSION UPDATE

Agenda Wording

An ordinance relating to the Salary Review Commission; amending SMC sections 2.05.010, 2.05.020, 2.05.030, 2.05.040, 2.05.050, 2.05.060, and 2.05.070

Summary (Background)

This ordinance: 1. Updates code to the appropriate Ethics Code section. 2. Removes the requirement that Salary Review Commission members have a professional background in finance or business. 3. Removes the requirement that the Salary Review Commission elect officers annually. 4. Sets the Salary Review Commission review and reporting cycle to every four years on the even year, following the election of Mayor and Council President. (Next scheduled review will be 2020).

Fiscal Impact

Grant related? NO

Budget Account

Public Works? NO

Select \$

#

Select \$

#

Select \$

#

Select \$

#

ApprovalsCouncil NotificationsDept Head

MCDANIEL, ADAM

Study SessionDivision DirectorOther

Finance & Admin - 11/20

Finance

ORLOB, KIMBERLY

Distribution ListLegal

PICCOLO, MIKE

For the Mayor

DUNIVANT, TIMOTHY

Additional ApprovalsPurchasing

ORDINANCE C35566

An ordinance relating to the Salary Review Commission; amending SMC sections 2.05.010, 2.05.020, 2.05.030, 2.05.040, 2.05.050, 2.05.060, and 2.05.070.

NOW, THEREFORE, the City of Spokane does ordain:

Section 1. That section 2.05.010 of the Spokane Municipal Code is amended to read as follows:

2.05.010 Salary Review Commission Creation

There is created a ~~((salary review commission (“commission”)))~~ Salary Review Commission which shall be charged with reviewing and establishing the salaries of the ~~((mayor, council president and city council members))~~ Mayor, Council President, and City Council Member.

Section 2. That section 02.05.020 of the Spokane Municipal Code is amended to read as follows:

2.05.020 Membership – Term – Removal

A. Membership.

The ~~((commission))~~ Salary Review Commission shall consist of five members who are residents and registered voters of the City. Appointment shall be as follows:

1. Two members shall be at-large appointments appointed by the ~~((mayor))~~ Mayor with the ~~((city council’s))~~ City Council’s approval.
2. Three members shall be appointed by the ~~((mayor))~~ Mayor with ~~((city council))~~ City Council approval with one member from each of the three ~~((city council))~~ City Council districts respectively. The individuals submitted for appointment from the ~~((council))~~ Council districts shall be recommended by the ~~((city council))~~ City Council to the ~~((mayor))~~ Mayor for appointment.
3. Applications for positions to the ~~((salary review commission))~~ Salary Review Commission shall be reviewed by the City’s ~~((ethics committee))~~ Ethics Commission pursuant to SMC 1.04A.170 as an advisory opinion for potential conflicts of interest or other conflicts with the ethics code.
4. The ~~((ethics committee’s))~~ Ethics Commission’s advisory opinion shall be filed with the ~~((mayor’s))~~ Mayor’s office and with the ~~((city council))~~ City Council.

B. Term.

Each member of the ~~((commission))~~ Salary Review Commission shall serve a four-year term, and no member shall be appointed to more than two terms regardless of whether the terms are held consecutively.

1. More than two years of a four-year term shall count as a whole term.

~~((2. Initial appointments shall be as follows:~~

a. ~~Three members shall be appointed for a period of four years; and~~

b. ~~Two members shall be appointed for two years.))~~

~~((3. All subsequent appointments or reappointments shall be for a four-year term.))~~

~~((4))~~2. Appointments may be made to complete an unexpired term in the event of a vacancy.

3. Appointments shall be staggered to the greatest extent possible to ensure that at least two members of the Salary Review Commission have served on the Commission during the prior review. One returning member should be the Chair or Vice-Chair of the previous Commission, serving a second term as the new Chair.

4. The election of the Chair and Vice-Chair positions shall occur every four years by the end of current Commission review session.

C. Removal.

~~((Commission))~~ Salary Review Commission members may only be removed during their terms of office by the ~~((city council))~~ City Council with a recommendation from the ~~((mayor))~~ Mayor for cause of:

1. incapacity,
2. incompetence,
3. neglect of duty,
4. malfeasance in office, or
5. for a disqualifying change in:
 - a. residence, or
 - b. voter status.

D. Compensation.

~~((Commission))~~ Salary Review Commission members shall serve without compensation.

E. Qualifications.

1. ~~((Commission))~~ Salary Review Commission members shall ~~((have experience in finance, business management, or personnel management, or other related fields that))~~ demonstrate experience beneficial to the review and establishment of salaries for elected officials.

2. Officers, officials, and employees of the City and their immediate family members shall not be eligible to serve on the ~~((commission))~~ Salary Review Commission.

a. For the purposes of this section, “immediate family member” shall mean a:

- i. parent,
- ii. stepparent,
- iii. in-law,
- iv. spouse,
- v. sibling,
- vi. stepsibling,
- vii. child,
- viii. stepchild, or
- ix. dependent relative

of the officer, official or employee, whether or not living in the household of the officer, official or employee.

Section 3. That section 02.05.030 of the Spokane Municipal Code is amended to read as follows:

2.05.030 Definitions

- A. “Elected officials” means the positions of ~~((mayor, council president and all council members))~~ Mayor, Council President, and Council Member.
- B. “Salary” or “salaries”, as used in this chapter, means any fixed compensation paid periodically for work or services.
1. This definition expressly excludes the total cost of any medical or other benefits provided to any elected official, as well as any expenses paid or reimbursed on behalf of an elected official in compliance with the City policies and procedures for expense reimbursements.

Section 4. That section 02.05.040 of the Spokane Municipal Code is amended to read as follows:

2.05.040 Duties

- A. It is the goal of the ~~((commission))~~ Salary Review Commission to base salaries of the ~~((mayor, council president and council members))~~ Mayor, Council President, and Council Member on realistic standards so that the elected officials may be paid according to the duties of their offices and so that citizens of the highest quality may be attracted to public service. The ~~((commission))~~ Salary Review Commission shall have the duty to review and establish the salary of the ~~((mayor,~~

~~council president and council members))~~ Mayor, Council President, and Council Member based on the duties of each office. ~~((The commission shall study the relationship of salaries to the duties of the mayor, council president and council members.))~~

- B. A decision by the ~~((commission))~~ Salary Review Commission to ~~((change))~~ adjust the salary of the ~~((mayor, council president or city council members))~~ Mayor, Council President, or City Council Member shall be filed by ~~((the commission))~~ with the ~~((city clerk))~~ City Clerk by May 31st, shall be final and shall become effective and incorporated into the following year's ~~((city))~~ City budget proposal without further action of the ~~((city council))~~ City Council or ~~((salary commission))~~ Salary Review Commission.
1. Any ~~((change))~~ adjustment of salary made by the ~~((commission))~~ Salary Review Commission shall supersede any ordinance or resolution in effect at the time the salaries are changed but only to the extent of such conflict.
- C. Salary increases established by the ~~((commission))~~ Salary Review Commission shall be effective on the first pay period of the year following the decision ~~((of the commission))~~ and shall apply to the ~~((mayor, council president and all city council members))~~ Mayor, Council President, and all City Council Members regardless of their terms of office.
- D. Salary decreases established by the ~~((commission))~~ Salary Review Commission shall become effective as to an incumbent ~~((mayor, council president or council member))~~ Mayor, Council President, or Council Member at the commencement of their next subsequent terms of office.

Section 5. That section 02.05.050 of the Spokane Municipal Code is amended to read as follows:

2.05.050 Operations of Commission

- A. The ~~((commission))~~ Salary Review Commission may establish its own rules of procedures consistent with the Spokane Municipal Code and state law, which shall include a meeting schedule.
- B. The ~~((commission))~~ Salary Review Commission shall ~~((annually))~~ elect a Chair and Vice-Chair from its members prior to the conclusion of its review period pursuant to this section.
- C. All meetings of the ~~((commission))~~ Salary Review Commission shall be open to the public.
1. At least one of the meetings shall include a public hearing held prior to ~~((the—commission))~~ issuing a decision regarding the ~~((establishment))~~ adjustment, if any, of salaries in order to provide an opportunity for the public and the affected elected officials to address the ~~((commission))~~ Salary Review Commission.

- D. The ~~((commission))~~ Salary Review Commission shall meet to review the salary schedules of the ~~((mayor, council president and council members))~~ Mayor, Council President, and Council Member ~~((during))~~ every four years, on the even ~~((numbered))~~ year(s) following the election of the Mayor and Council President and may meet more frequently on their own initiative or by a motion of the ~~((city council))~~ City Council.
1. Decisions of the ~~((commission))~~ Salary Review Commission regarding an ~~((increase or decrease))~~ adjustment in the salary schedule shall be filed ~~((by the commission))~~ with the ~~((city clerk))~~ City Clerk's Office by May 31st.
- E. In determining the salaries for the ~~((mayor, council president and council members))~~ Mayor, Council President, and Council Member, the ~~((commission))~~ Salary Review Commission shall solicit information regarding the elected officials duties and responsibilities. Prior to ~~((the commission))~~ issuing a salary schedule, the ~~((commission))~~ Salary Review Commission may request additional financial information and other relevant data from the appropriate ~~((city))~~ City department.
- F. Three members of the ~~((commission))~~ Salary Review Commission shall constitute a quorum and the affirmative vote of three members shall be required to approve a salary schedule for ~~((the mayor, council president and council members))~~ Mayor, Council President, and Council Member as well as all other matters of the ~~((commission))~~ Salary Review Commission.
- G. The ~~((commission))~~ Salary Review Commission shall keep a written record of its proceedings, which shall be a public record in accordance with Washington state law.
1. The ~~((commission))~~ Salary Review Commission shall provide written documentation forming the basis for the salary schedule.
- H. The ~~((commission))~~ Salary Review Commission shall be assisted in performing its duties by staff assigned by the city administration and the City Council.

Section 6. That section 02.05.060 of the Spokane Municipal Code is amended to read as follows:

2.05.060 Referendum

- A. Salary ~~((increases or decreases))~~ adjustments shall be subject to a referendum petition by the citizens in the same manner as a ~~((city))~~ City ordinance upon filing of such petition with the ~~((city clerk))~~ City Clerk within thirty days after filing of the salary schedule by the ~~((commission))~~ Salary Review Commission.

1. In the event of the filing of a valid referendum petition pursuant to Section 83 of the City Charter, the salary ~~((increase or decrease))~~ adjustment shall not go into effect until approved by the voters.
- B. Referendum measures under this section shall be submitted to the voters of the City at the next following general or municipal election occurring thirty days or more after the petition is filed, and shall be otherwise governed by the provisions of the state constitution, city charter and laws generally applicable to referendum measures.

Section 7. That section 02.05.070 of the Spokane Municipal Code is amended to read as follows:

2.05.070 Implementation of Proposition No. 1 Regarding Mayor's Salary

In order to implement the amendment to Section 7 of the Spokane City Charter regarding the establishment of the ~~((mayor's))~~ Mayor's salary by the ~~((commission))~~ Salary Review Commission pursuant to Proposition 1, as approved by the voters on the August 4, 2015 ballot, the ~~((commission))~~ Salary Review Commission shall review and establish the salary for the ~~((mayor))~~ Mayor by September 30, 2015. The decision of the ~~((commission))~~ Salary Review Commission shall be filed with the ~~((city clerk))~~ City Clerk and shall be subject to referendum as set forth in SMC 2.05.060. The ~~((mayor's))~~ Mayor's salary established by the ~~((commission))~~ Salary Review Commission shall take effect on the first pay period of 2016. Future review and ~~((increase or decrease))~~ adjustment, if any, to the ~~((mayor's))~~ Mayor's salary shall be performed by the ~~((commission))~~ Salary Review Commission in ~~((2018))~~ 2020 consistent with the review of ~~((the))~~ ~~((council president and council members'))~~ Council President and Council Member salaries as set forth in chapter 2.05 SMC. ~~((The commission will meet in 2016 pursuant to the schedule provision of chapter 2.05 SMC to review the salaries of the council president and council members.))~~

PASSED by the City Council on _____.

Council President

Attest:

Approved as to form:

City Clerk

Assistant City Attorney

Mayor

Date

Effective Date

Briefing Paper

Finance & Administration

Division & Department:	City Council
Subject:	Salary Review Commission
Date:	November 20, 2017
Author (email & phone):	Ben Stuckart/bstuckart@spokanecity.org/6256269
City Council Sponsor:	Ben Stuckart
Executive Sponsor:	None
Committee(s) Impacted:	None
Alignment: (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	Charter/Spokane Municipal Code
Strategic Initiative:	Sustainable Resources
Deadline:	December 31, 2017
Outcome: (deliverables, delivery duties, milestones to meet)	Adjustment of Salary Review Commission Report Period

Background/History:

The Salary Review Commission is currently mandated by the Spokane Municipal Code to convene for City elected-leadership salary reviews on each even-numbered year; more frequently, if needed. In the last review cycle, the Salary Review Commission made significant changes to the salaries of the Mayor, City Council President, and City Council Member positions. Meeting on the current cycle frequency means time donated by five Commissioners and upwards of three City staff liaisons representing Council, Administration, and City Legal (for data gathering, meeting organization, documents drafting, Q&A, etc.) for weekly meetings for a period of four to five months. Historical data show that there were no recommended salary adjustments from 2008 (2009 implementation) until 2014 (2015 implementation).

Executive Summary:

- Updates code to the appropriate Ethics Code section.
- Removes the requirement that Salary Review Commission members have a professional background in finance or business.
- Removes the requirement that the Salary Review Commission elect officers annually.
- Sets the Salary Review Commission review and reporting cycle to every four years on the even year, following the election of Mayor and Council President. (Next scheduled review will be 2020).

Budget Impact:

Approved in current year budget? ☐ Yes ☐ No

Annual/Reoccurring expenditure? ☐ Yes ☐ No

If new, specify funding source:

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

Operations Impact:

Consistent with current operations/policy? ☐ Yes ☐ No

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

Specify changes required:

Known challenges/barriers:

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

12/11/2017

<u>Date Rec'd</u>	11/28/2017
<u>Clerk's File #</u>	ORD C35568
<u>Renews #</u>	
<u>Cross Ref #</u>	
<u>Project #</u>	
<u>Bid #</u>	
<u>Requisition #</u>	

<u>Submitting Dept</u>	DEVELOPER SERVICES CENTER
<u>Contact Name/Phone</u>	ALI BRAST 625-6638
<u>Contact E-Mail</u>	ABRAST@SPOKANECITY.ORG
<u>Agenda Item Type</u>	First Reading Ordinance
<u>Agenda Item Name</u>	4700 - IVORY ABBEY REZONE ORDINANCE

Agenda Wording

An Ordinance changing the zone from Residential Single-Family (RSF) to Residential Single-Family Compact (RSF-C) for property located 1217 E 5th Ave in the City and County of Spokane, State of Washington, by amending the Official Zoning Map.

Summary (Background)

The applicant of Ivory Abbey Rezone and Pocket Residential Short Plat, applied for a rezone from RSF to RSF-C and a preliminary short plat of the existing parcel at 1217 E 15th Ave, near the Perry District. SMC 17C.110.030 states that the RSF-C zone can be applied to areas that are designated residential 4-10 on the land use plan map of the comprehensive plan and to parcels that are wholly or partially within one-quarter mile of a CC Core designated on the land use plan map of the Comp Plan.

<u>Fiscal Impact</u>	Grant related? NO	<u>Budget Account</u>
	Public Works? NO	
Neutral	\$	#
Select	\$	#
Select	\$	#
Select	\$	#

<u>Approvals</u>		<u>Council Notifications</u>	
<u>Dept Head</u>	WEST, JACQUE	<u>Study Session</u>	
<u>Division Director</u>	MALLAHAN, JONATHAN	<u>Other</u>	Urban Development Committee - 11/13/17
<u>Finance</u>	ORLOB, KIMBERLY	<u>Distribution List</u>	
<u>Legal</u>	RICHMAN, JAMES	abrast@spokanecity.org	
<u>For the Mayor</u>	DUNIVANT, TIMOTHY	kbecker@spokanecity.org	
<u>Additional Approvals</u>		jwest@spokanecity.org	
<u>Purchasing</u>		jmallahan@spokanecity.org	

BRIEFING PAPER
City of Spokane
Urban Development Committee
November 13, 2017

Subject:

A rezone from RSF (Residential Single-Family) to RSF-C (Residential Single Family Compact)

Purpose:

The applicant of Ivory Abbey Rezone and Pocket Residential Short Plat, file Z17-424FEW3, applied for a rezone from RSF to RSF-C and a preliminary short plat of the existing parcel at 1217 E 15th Ave near the Perry District. SMC 17C.110.030 states that the RSF-C zone can be applied to areas that are designated residential 4-10 on the land use plan map of the comprehensive plan and to parcels that are wholly or partially within one-quarter mile of a CC Core designated on the land use plan map of the comprehensive plan. The property at 1217 E 15th Ave has a land use plan designation of residential 4-10 and is roughly 900 feet from CC zoned property at 12th and Perry.

The application received an approval from the Hearing Examiner on October 17th, 2017 and the appeal period ended on October 31, 2017.

Per Table 17G.060-3, after a rezone application is approved by the Hearing Examiner, City Council review is required. Staff has reviewed the application and has determined that it meets the requirements of SMC 17C.110 and qualifies for the rezone approval.

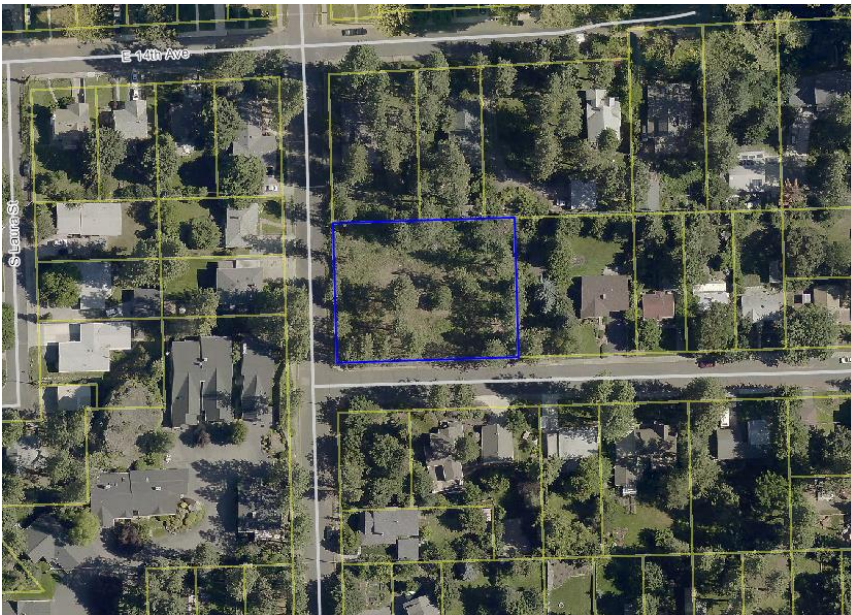
Details:

Grant Keller

Qualifying parcel: 35291.0121

Application: Rezone to RSF-C and short plat of 6 single-family lots

Project Area Map:



Recommendation:

Pursuant to Table 17G.060-3, the city council reviews and approves the rezone. This application will be brought forward to City Council in the next few weeks.

For more information contact: Ali Brast, 509-625-6638, abrast@spokanecity.org
Planning & Development Services Department

ORDINANCE NO. C35568

An Ordinance changing the zone from Residential Single-Family (RSF) to Residential Single-Family Compact (RSF-C) for property located 1217 E 5th Ave in the City and County of Spokane, State of Washington, by amending the Official Zoning Map.

WHEREAS, the Hearing Examiner held a public hearing on this matter on October 5th, 2017, on the request of the owner of certain property zoned RSF, and generally located at the northeast intersection of Ivory St and 15th Ave in the City and County of Spokane, State of Washington, and on October 17th, 2017, recommended approval of said zone change for said property subject to conditions; and

WHEREAS, this designation is not a major action significantly affecting the quality of the environment; and

WHEREAS, the City Council, upon public hearing, adopts the Findings, Conclusions, and Decision of the Hearing Examiner, dated October 17, 2017 and further determines that this rezone furthers the accomplishment of the Land Use Element of the Comprehensive Plan, encourages orderly development of a type and at a time that enhances the neighborhood, and does not produce adverse effects on the local environment; NOW, THEREFORE - - -

The City of Spokane does ordain that the Director of Planning Services be directed to change the Official Zoning Map adopted by Spokane Municipal Code Section 17A.040.020, so as to designate the property described as:

Roosevelt Addition L5 and the W30ft of L6, B1

in the County of Spokane, State of Washington, with a Residential Single Family Compact Zone.

Passed the City Council_____

Council President

Attest:_____
City Clerk

Approved as to Form:






Assistant City Attorney

Mayor

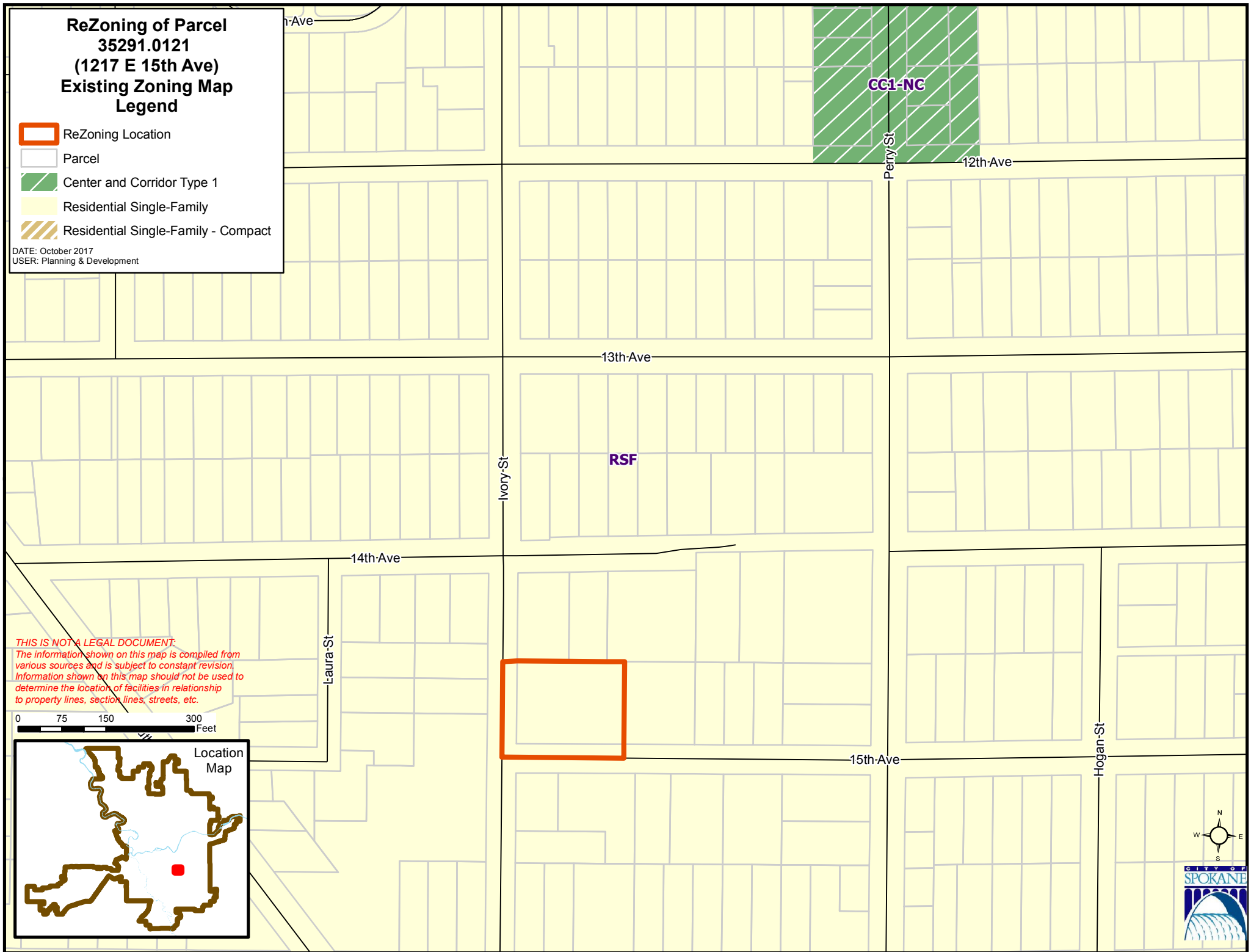
Date

Effective Date

**ReZoning of Parcel
35291.0121
(1217 E 15th Ave)
Existing Zoning Map
Legend**

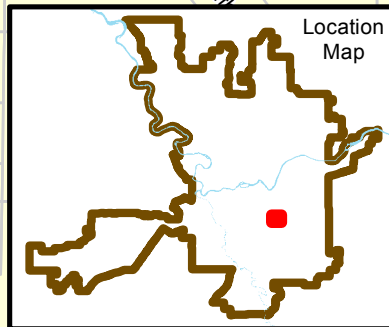
-  ReZoning Location
-  Parcel
-  Center and Corridor Type 1
-  Residential Single-Family
-  Residential Single-Family - Compact

DATE: October 2017
USER: Planning & Development








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

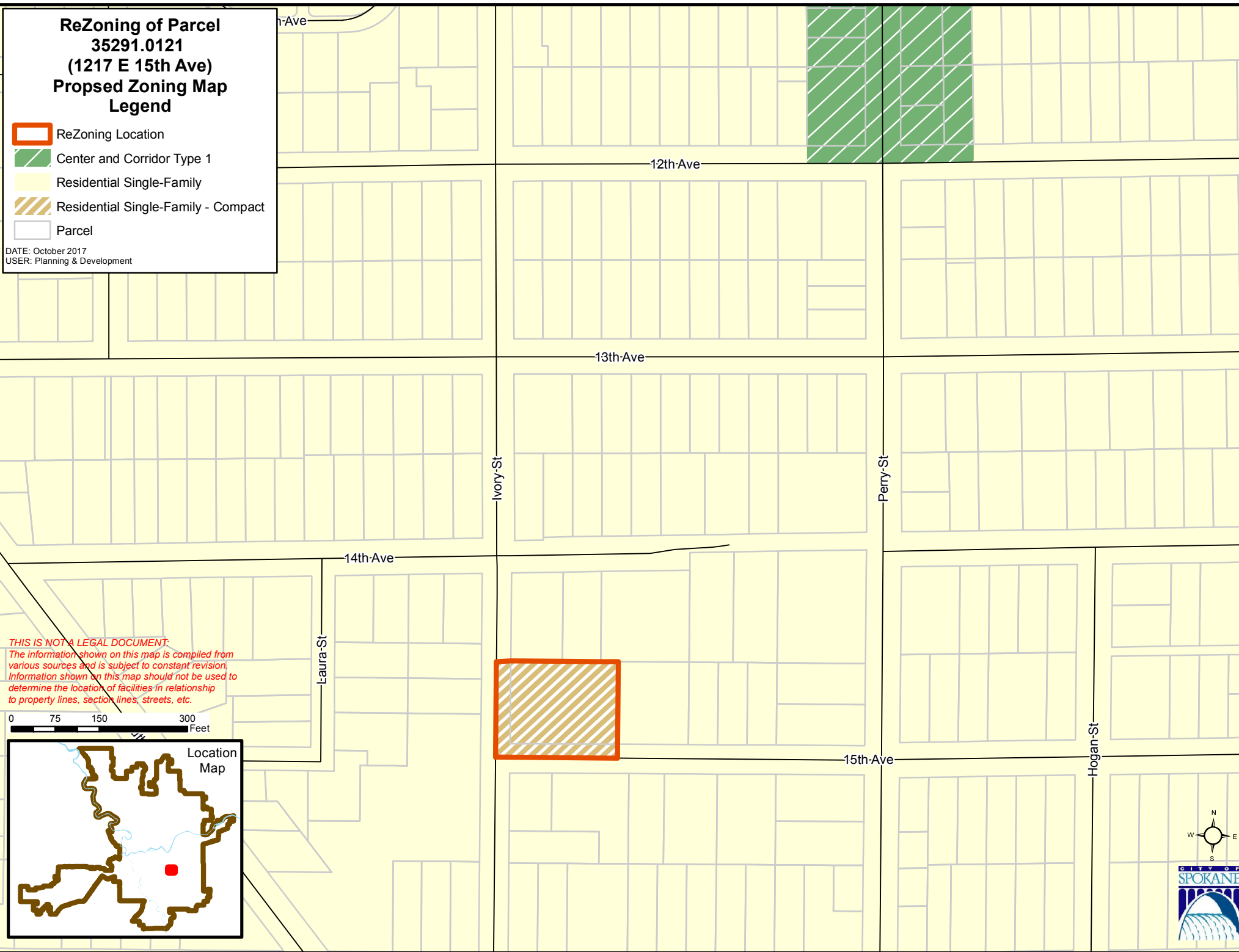
0 75 150 300 Feet



ReZoning of Parcel 35291.0121 (1217 E 15th Ave) Proposed Zoning Map Legend

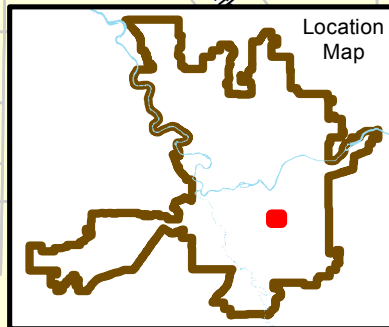
-  ReZoning Location
-  Center and Corridor Type 1
-  Residential Single-Family
-  Residential Single-Family - Compact
-  Parcel

DATE: October 2017
USER: Planning & Development



THIS IS NOT A LEGAL DOCUMENT:
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0 75 150 300 Feet



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

12/11/2017

Date Rec'd

11/28/2017

Clerk's File #

ORD C35569

Renews #Submitting Dept

PLANNING

Contact Name/Phone

MELISSA OWEN 625-6063

Contact E-Mail

MOWEN@SPOKANECITY.ORG

Agenda Item Type

First Reading Ordinance

Cross Ref #Project #Bid #Requisition #Agenda Item Name

0650 - EAST SPRAGUE PBIA ORDINANCE

Agenda Wording

An Ordinance approving and confirming the 2018 assessments and assessment roll for the East Sprague Parking and Business Improvement Area, prepared under Ordinance No. C35377 as codified and amended in Chapter 4.31C SMC.

Summary (Background)

The City Council approved Resolution No. 2017-0095 which gave notice that the City Council would hold a public hearing on the 2018 Assessment Roll for the East Sprague Parking & Business Improvement Area (PBIA). The Assessment Roll reflecting the assessments levied upon property owners located with the PBIA are on file in the Office of the City Clerk.

Fiscal Impact

Grant related? NO

Budget Account

Public Works? NO

Neutral

\$

#

Select

\$

#

Select

\$

#

Select

\$

#

ApprovalsCouncil NotificationsDept Head

KEY, LISA

Study SessionDivision Director

MALLAHAN, JONATHAN

Other

Finance & Admin Mtg -

Finance

HUGHES, MICHELLE

Distribution ListLegal

PICCOLO, MIKE

jmallahan@spokanecity.org

For the Mayor

DUNIVANT, TIMOTHY

lkey@spokanecity.org

Additional Approvals

aworlock@spokanecity.org

Purchasing

bborisov@spokanecity.org

mpiccolo@spokanecity.org

tara.brown1@usbank.com

deannah@primesourcecu.org



Continuation of Wording, Summary, Budget, and Distribution

Agenda Wording

Summary (Background)

These assessments provide funding for the programs to be delivered through the PBIA under Ordinance No. C35377 as codified and amended in Chapter 4.31C SMC.

<u>Fiscal Impact</u>		<u>Budget Account</u>
Select	\$	#
Select	\$	#
<u>Distribution List</u>		
dr@acmetv.com		darrell@bodywalker.com
bob@nwseed.com		sbishop@spokanecity.org
laverne@accessunified.net		
ierr811@omnicast.net		

ORDINANCE NO. C35569

AN ORDINANCE APPROVING AND CONFIRMING THE 2018 ASSESSMENTS AND ASSESSMENT ROLL FOR THE EAST SPRAGUE PARKING AND BUSINESS IMPROVEMENT AREA, PREPARED UNDER ORDINANCE C-35377 AS CODIFIED AND AMENDED IN CHAPTER 4.31C SMC.

WHEREAS, the Spokane City Council on November 13, 2017 passed Resolution 2017-0095, which provided notice and set a date for hearing on the assessments to be levied under the above identified ordinance; and

WHEREAS, pursuant to Resolution No. 2017-0095, a public hearing was held on December 18, 2017 to take public testimony regarding the assessments and assessment roll for the East Sprague Parking and Business Improvement Area; and

WHEREAS, the assessment roles have been on file in the Office of the City Clerk for public review and inspection; and

WHEREAS, the City Council, through this ordinance, intends to levy assessments in the East Sprague Business Improvement District to provide programs and services, which will specifically benefit the businesses and properties in the District; and

THE CITY OF SPOKANE DOES ORDAIN:

Section 1. The 2018 assessments and the assessment roll of the East Sprague Parking and Business Improvement Area, established under Ordinance C-35377, as codified and amended in Chapter 4.31C SMC, are hereby approved and confirmed. The assessments and assessment roll are attached hereto, available in the Office of the City Clerk, City Treasurer.

Section 2. Each of the businesses, as described in RCW 35.87A.020, lots, tracts, and parcels of land and other property, including improvements thereon, multi-family residential, mixed-use projects (as described in RCW 35.87A.020(3), hotels, motels, government, and others , shown upon said rolls are hereby declared to be specially benefited by the programs authorized in Ordinance C-35377, as amended, in at least the amount levied against the same. The method of assessment is based upon the Special Assessment Formula in Exhibit A.

Section 3. Pursuant to SMC 4.31C.100, the projects, programs, activities and budget for the 2018 East Sprague Parking and Business Improvement Area as presented to the City Council in Exhibit B are hereby approved and may be revised by the City Council pursuant to a subsequent motion.

Section 4. The City Clerk is hereby directed to certify and transmit the assessment rolls to the City Treasurer for collection, pursuant to City Ordinance and state law.

Section 5. That the assessments shown in the roll on file in the Office of the City Clerk may be paid in two installments with the first half of the assessment due and payable on the 31st day of January, 2018, and the second half of the assessment due and payable on the 31st day of July, 2018. Prior to the due date, ratepayers shall be sent a bill stating the amount of the assessment due and payable. If the assessment is not paid within thirty (30) days after its due date, a delinquency charge shall be added in the amount of ten percent (10%) of the assessment, not to exceed one hundred dollars (\$100) in addition to the processing fee. All assessments, or part thereof, shall also bear interest at the rate of twelve percent (12%) per annum, or part thereof, of delinquency. Within thirty (30) days of the due date(s), the City Treasurer or his/her designee shall send a late notice of the unpaid assessment including the assessment of appropriate interest, penalty and fees. Interest, penalties and other fees will be collected on any unpaid balance or portions thereof from the date the account became due.

Any ratepayer, aggrieved by the amount of an assessment or delinquency charge, shall request, within sixty (60) days of the assessment or charge, a meeting and/or hearing before the Ratepayer Board, and, if not satisfied with the decision of the Ratepayer Board, appeal within ten (10) days from the date of the decision, the matter de novo, to the City's Hearing Examiner, in the manner provided for in the City's Municipal Code. Failure to request a hearing shall result in a waiver of the right to challenge the assessment.

Section 6. This ordinance shall take effect and be in full force from and after the date of its passage.

PASSED by the City Council on _____.

Council President

Attest:

Approved as to form:

City Clerk

Assistant City Attorney

Mayor

Date

Effective Date

EXHIBIT A – 2018

EAST SPRAGUE
BUSINESS IMPROVEMENT DISTRICT
Special Assessment Matrix

Estimated Annual Revenue	% Assessment based on Land Square Footage (LSF)		% Assessment based on Taxable Assessed Value (TAV)	Total Parcels
\$58,679.19	75%		25%	227
Benefit Area by Zone	Minimums	Maximums	Rate per LSF	Rate per \$1,000 TAV
Center and Corridor (Commercial)	\$200	\$1,000	2.5 cents	60 cents
General Commercial	\$100	\$500	1.3 cents	30 cents
Industrial	\$50	\$250	0.6 cents	15 cents

2018 Represents the third year in the three year assessment cycle. As per section 4.31C.040.C.1.a. of the Spokane Municipal Code for the third assessment year (2018), the assessments will equal the first year assessments multiplied by a consumer price index (CPI) Factor that is the lesser of 6% or the percentage change in CPI for All Urban Consumers (CPI-U): West Region between June 2015 and June 2017.

The CPI for All Urban Consumers (CPI-U): West Region between June 2015 and June 2017 was 4.15% and therefore assessments were increased by 4.15% for 2018 assessment year.

East Sprague PBIA - 2018 Assessment Roll

	BUS ID #	# Parcels	Parcel LSF	Tax Assessed Value	2018 Assessment	Assessment %
SPOKANE MENTAL HEALTH ASSOC		3	64033.20	\$ 1,562,290.00	\$ 2,321.91	4.0%
2118 E SPRAGUE AVE	11237	1	21344.40	\$ 1,137,800.00	\$ 1,000.00	1.7%
2100 E SPRAGUE AVE	11238	1	21344.40	\$ 371,240.00	\$ 756.35	1.3%
2117 E 1ST AVE	11236	1	21344.40	\$ 53,250.00	\$ 565.56	1.0%
BFS RETAIL & COMMERCIAL OPERATIONS, LLC		3	47480.40	\$ 798,350.00	\$ 1,660.80	2.8%
25 N HOGAN ST	11035	1	28314.00	\$ 539,500.00	\$ 1,000.00	1.7%
1402 E RIVERSIDE AVE	11014	1	9147.60	\$ 210,000.00	\$ 369.41	0.6%
0 ADDRESS UNKNOWN	11012	1	10018.80	\$ 48,850.00	\$ 291.39	0.5%
INLAND NORTHWEST INVESTMENTS, LLC		3	43995.60	\$ 783,360.00	\$ 1,612.12	2.7%
2018 E RIVERSIDE AVE	11025	1	25700.40	\$ 617,920.00	\$ 1,000.00	1.7%
2503 E SPRAGUE AVE	11017	1	12196.80	\$ 151,300.00	\$ 412.12	0.7%
2008 E RIVERSIDE AVE	11041	1	6098.40	\$ 14,140.00	\$ 200.00	0.3%
RLC GROUP, INC		3	41817.60	\$ 604,480.00	\$ 1,417.33	2.4%
2410 E SPRAGUE AVE	11192	1	28314.00	\$ 532,200.00	\$ 1,000.00	1.7%
5 S ALTAMONT ST	11202	1	7405.20	\$ 39,230.00	\$ 217.33	0.4%
11 S ALTAMONT ST	11191	1	6098.40	\$ 33,050.00	\$ 200.00	0.3%
CITY OF SPOKANE		7	36154.80	\$ 81,000.00	\$ 1,400.00	2.4%
19 N LEE ST	11011	1	6098.40	\$ 13,500.00	\$ 200.00	0.3%
2118 E RIVERSIDE AVE	11009	1	6098.40	\$ 13,500.00	\$ 200.00	0.3%
2110 E RIVERSIDE AVE	11008	1	3920.40	\$ 9,000.00	\$ 200.00	0.3%
2102 E RIVERSIDE AVE	11033	1	6098.40	\$ 13,500.00	\$ 200.00	0.3%
2124 E RIVERSIDE AVE	11010	1	6098.40	\$ 13,500.00	\$ 200.00	0.3%
2106 E RIVERSIDE AVE	11048	1	3920.40	\$ 9,000.00	\$ 200.00	0.3%
2108 E RIVERSIDE AVE	11034	1	3920.40	\$ 9,000.00	\$ 200.00	0.3%

East Sprague PBIA - 2018 Assessment Roll

	BUS ID #	# Parcels	Parcel LSF	Tax Assessed Value	2018 Assessment	Assessment %
CLS COMMERCIAL, LLC		6	37461.60	\$ 492,540.00	\$ 1,358.01	2.3%
1528 E SPRAGUE AVE	11182	1	6969.60	\$ 138,510.00	\$ 268.03	0.5%
1514 E SPRAGUE AVE	11179	1	6098.40	\$ 156,450.00	\$ 256.55	0.4%
1522 E SPRAGUE AVE	11181	1	6098.40	\$ 119,450.00	\$ 233.43	0.4%
1521 E 1ST AVE	11205	1	6098.40	\$ 15,630.00	\$ 200.00	0.3%
0 ADDRESS UNKNOWN	11214	1	6098.40	\$ 31,250.00	\$ 200.00	0.3%
1518 E SPRAGUE AVE	11180	1	6098.40	\$ 31,250.00	\$ 200.00	0.3%
GILLES FAMILY TRUST		5	27878.40	\$ 431,000.00	\$ 1,160.25	2.0%
1818 E SPRAGUE AVE	11176	1	6969.60	\$ 147,300.00	\$ 273.52	0.5%
1822 E SPRAGUE AVE	11177	1	6969.60	\$ 132,900.00	\$ 264.52	0.5%
1812 E SPRAGUE AVE	11175	1	6969.60	\$ 65,200.00	\$ 222.21	0.4%
1806 E SPRAGUE AVE	11208	1	3484.80	\$ 41,350.00	\$ 200.00	0.3%
1810 E SPRAGUE AVE	11174	1	3484.80	\$ 44,250.00	\$ 200.00	0.3%
CAST-A, LLC		2	35719.20	\$ 334,000.00	\$ 1,138.76	1.9%
24 N STONE ST	11081	1	17859.60	\$ 244,000.00	\$ 617.49	1.1%
2329 E SPRAGUE AVE	11005	1	17859.60	\$ 90,000.00	\$ 521.26	0.9%
ROSS PRINTING CO		1	52707.60	\$ 1,540,690.00	\$ 1,000.00	1.7%
1611 E SPRAGUE AVE	11161	1	52707.60	\$ 1,540,690.00	\$ 1,000.00	1.7%
OLD NAT BANK		1	28314.00	\$ 852,800.00	\$ 1,000.00	1.7%
2302 E SPRAGUE AVE	11190	1	28314.00	\$ 852,800.00	\$ 1,000.00	1.7%
DULLANTY ETAL, VIRGINIA		1	42688.80	\$ 743,700.00	\$ 1,000.00	1.7%
1602 E SPRAGUE AVE	11059	1	42688.80	\$ 743,700.00	\$ 1,000.00	1.7%
ROGERS REVOCABLE TRUST		5	24393.60	\$ 184,500.00	\$ 1,000.00	1.7%
1812 E RIVERSIDE AVE	11158	1	6098.40	\$ 57,300.00	\$ 200.00	0.3%
16 N PITTSBURG ST	11146	1	2178.00	\$ 25,960.00	\$ 200.00	0.3%
1818 E RIVERSIDE AVE	11166	1	6098.40	\$ 14,200.00	\$ 200.00	0.3%
1802 E RIVERSIDE AVE	11157	1	3920.40	\$ 73,240.00	\$ 200.00	0.3%
1808 E RIVERSIDE AVE	11165	1	6098.40	\$ 13,800.00	\$ 200.00	0.3%
VANESSA BEHAN CRISIS NURSERY		1	71002.80	\$ 447,800.00	\$ 1,000.00	1.7%
2230 E SPRAGUE AVE	11082	1	71002.80	\$ 447,800.00	\$ 1,000.00	1.7%

East Sprague PBIA - 2018 Assessment Roll

	BUS ID #	# Parcels	Parcel LSF	Tax Assessed Value	2018 Assessment	Assessment %
TORMINO'S SASH & GLASS, INC.		3	28314.00	\$ 274,900.00	\$ 923.07	1.6%
1722 E SPRAGUE AVE	11067	1	14374.80	\$ 238,100.00	\$ 523.07	0.9%
1729 E 1ST AVE	11071	1	6969.60	\$ 17,750.00	\$ 200.00	0.3%
1723 E 1ST AVE	11052	1	6969.60	\$ 19,050.00	\$ 200.00	0.3%
LASAC INVESTMENTS, LLC		2	18295.20	\$ 599,800.00	\$ 880.52	1.5%
1507 E SPRAGUE AVE	11153	1	12196.80	\$ 580,800.00	\$ 680.52	1.2%
1508 E RIVERSIDE AVE	11134	1	6098.40	\$ 19,000.00	\$ 200.00	0.3%
RIVERSIDE DEVELOPMENT LLC		2	25264.80	\$ 267,000.00	\$ 824.68	1.4%
1712 E RIVERSIDE AVE	11164	1	12632.40	\$ 136,400.00	\$ 414.15	0.7%
1722 E RIVERSIDE AVE	11155	1	12632.40	\$ 130,600.00	\$ 410.53	0.7%
INLAND EMPIRE RESIDENTIAL RESOURCES		1	31363.20	\$ 100.00	\$ 816.68	1.4%
0 .UNKNOWN	11215	1	31363.20	\$ 100.00	\$ 816.68	1.4%
CITY OF SPOKANE C/O Suzi Scheiddegger, Community Development		4	24393.60	\$ 68,600.00	\$ 800.00	1.4%
2504 E RIVERSIDE AVE	11042	1	6098.40	\$ 13,500.00	\$ 200.00	0.3%
2418 E RIVERSIDE AVE	11045	1	6098.40	\$ 28,100.00	\$ 200.00	0.3%
2408 E RIVERSIDE AVE	11044	1	6098.40	\$ 13,500.00	\$ 200.00	0.3%
2410 E RIVERSIDE AVE	11030	1	6098.40	\$ 13,500.00	\$ 200.00	0.3%
RLC GROUP, LLC		3	28314.00	\$ 86,800.00	\$ 799.97	1.4%
2501 E 1ST AVE	11170	1	14374.80	\$ 41,100.00	\$ 399.97	0.7%
2421 E 1ST AVE	11187	1	6969.60	\$ 22,850.00	\$ 200.00	0.3%
2429 E 1ST AVE	11201	1	6969.60	\$ 22,850.00	\$ 200.00	0.3%
CITY OF SPOKANE C/O Kim Orlob, Fire		2	21344.40	\$ 364,650.00	\$ 789.56	1.3%
1903 E 1ST AVE	11066	1	14374.80	\$ 344,500.00	\$ 589.56	1.0%
1913 E 1ST AVE	11072	1	6969.60	\$ 20,150.00	\$ 200.00	0.3%

East Sprague PBIA - 2018 Assessment Roll

	BUS ID #	# Parcels	Parcel LSF	Tax Assessed Value	2018 Assessment	Assessment %
P & J PROPERTIES, L.L.C.		5	27007.20	\$ 866,760.00	\$ 763.64	1.3%
1202 E SPRAGUE AVE	11086	1	11325.60	\$ 507,400.00	\$ 305.98	0.5%
1214 E SPRAGUE AVE	11083	1	5227.20	\$ 286,780.00	\$ 157.66	0.3%
1220 E SPRAGUE AVE	11088	1	2613.60	\$ 13,440.00	\$ 100.00	0.2%
1226 E SPRAGUE AVE	11084	1	5227.20	\$ 45,700.00	\$ 100.00	0.2%
1218 E SPRAGUE AVE	11089	1	2613.60	\$ 13,440.00	\$ 100.00	0.2%
WANG LIVING TRUST		3	18295.20	\$ 363,780.00	\$ 757.12	1.3%
2401 E SPRAGUE AVE	11043	1	6098.40	\$ 317,380.00	\$ 357.12	0.6%
2407 E SPRAGUE AVE	11028	1	6098.40	\$ 31,100.00	\$ 200.00	0.3%
20 N ALTAMONT ST	11029	1	6098.40	\$ 15,300.00	\$ 200.00	0.3%
FROELICH JR, WALTER A & AUTUMN G		2	19602.00	\$ 342,100.00	\$ 724.17	1.2%
2003 E SPRAGUE AVE	11141	1	12196.80	\$ 131,400.00	\$ 399.69	0.7%
20 N NAPA ST	11159	1	7405.20	\$ 210,700.00	\$ 324.48	0.6%
D & R SCHWARTZ HOLDINGS, LLC		2	14374.80	\$ 312,930.00	\$ 709.86	1.2%
1821 E SPRAGUE AVE	11145	1	12196.80	\$ 307,700.00	\$ 509.86	0.9%
15 N MAGNOLIA ST	11147	1	2178.00	\$ 5,230.00	\$ 200.00	0.3%
GREEN TURTLE INVESTMENTS, LLC		3	18295.20	\$ 289,900.00	\$ 701.20	1.2%
0 ADDRESS UNKNOWN	11151	1	6098.40	\$ 227,900.00	\$ 301.20	0.5%
2217 E SPRAGUE AVE	11169	1	6098.40	\$ 30,000.00	\$ 200.00	0.3%
2213 E SPRAGUE AVE	11152	1	6098.40	\$ 32,000.00	\$ 200.00	0.3%
CUSTOM 1031, INC		2	21344.40	\$ 222,300.00	\$ 694.67	1.2%
2516 E SPRAGUE AVE	122246192	2	21344.40	\$ 222,300.00	\$ 694.67	1.2%
S & M HOLDINGS-SPRAGUE, LLC		3	12196.80	\$ 186,090.00	\$ 689.52	1.2%
1802 E SPRAGUE AVE	11213	1	6969.60	\$ 172,900.00	\$ 289.52	0.5%
19 S PITTSBURG ST	11065	1	2178.00	\$ 5,610.00	\$ 200.00	0.3%
1801 E 1ST AVE	11058	1	3049.20	\$ 7,580.00	\$ 200.00	0.3%
MINOR, W E & N G		1	17859.60	\$ 315,400.00	\$ 662.11	1.1%
2125 E SPRAGUE AVE	11047	1	17859.60	\$ 315,400.00	\$ 662.11	1.1%
KEYSTONE UNLIMITED		1	14374.80	\$ 452,200.00	\$ 656.86	1.1%
2021 E 1ST AVE	11206	1	14374.80	\$ 452,200.00	\$ 656.86	1.1%

East Sprague PBIA - 2018 Assessment Roll

	BUS ID #	# Parcels	Parcel LSF	Tax Assessed Value	2018 Assessment	Assessment %
BARDEN, JEFFREY V		3	18295.20	\$ 193,300.00	\$ 648.15	1.1%
1517 E SPRAGUE AVE	11020	1	6098.40	\$ 143,000.00	\$ 248.15	0.4%
1524 E RIVERSIDE AVE	11037	1	6098.40	\$ 36,800.00	\$ 200.00	0.3%
1520 E RIVERSIDE AVE	11021	1	6098.40	\$ 13,500.00	\$ 200.00	0.3%
NAEGELI ENTERPRISES, LLC		1	14374.80	\$ 427,300.00	\$ 641.30	1.1%
25 S ALTAMONT ST	11055	1	14374.80	\$ 427,300.00	\$ 641.30	1.1%
HANLEY, JAMES L & SUSAN		2	13068.00	\$ 472,900.00	\$ 635.77	1.1%
1715 E SPRAGUE AVE	11154	1	6534.00	\$ 330,000.00	\$ 376.35	0.6%
1727 E SPRAGUE AVE	11136	1	6534.00	\$ 142,900.00	\$ 259.43	0.4%
HALL, DANA H		1	17859.60	\$ 180,200.00	\$ 577.63	1.0%
2101 E SPRAGUE AVE	11032	1	17859.60	\$ 180,200.00	\$ 577.63	1.0%
LKB PROPERTIES LLC		2	13939.20	\$ 323,250.00	\$ 572.38	1.0%
2202 E SPRAGUE AVE	11200	1	6969.60	\$ 305,500.00	\$ 372.38	0.6%
2203 E 1ST AVE	11199	1	6969.60	\$ 17,750.00	\$ 200.00	0.3%
MCNAIRY, JERRY LEWIS		1	12196.80	\$ 390,200.00	\$ 561.41	1.0%
2223 E SPRAGUE AVE	11031	1	12196.80	\$ 390,200.00	\$ 561.41	1.0%
SAMCA, LLC		2	31798.80	\$ 461,800.00	\$ 558.27	1.0%
1118 E SPRAGUE AVE	11220	1	14374.80	\$ 379,560.00	\$ 305.74	0.5%
1107 E 1ST AVE	11223	1	17424.00	\$ 82,240.00	\$ 252.53	0.4%
CHIU, VAN QING/CHIU, PHONG		1	14374.80	\$ 202,000.00	\$ 500.51	0.9%
2022 E SPRAGUE AVE	11129	1	14374.80	\$ 202,000.00	\$ 500.51	0.9%
RIVERSIDE PARTNERS GROUP LLC		2	12196.80	\$ 225,600.00	\$ 491.33	0.8%
2214 E RIVERSIDE AVE	11160	1	6098.40	\$ 212,100.00	\$ 291.33	0.5%
2220 E RIVERSIDE AVE	11143	1	6098.40	\$ 13,500.00	\$ 200.00	0.3%
KINCAID, RONALD R & BRIANA C		2	13939.20	\$ 184,800.00	\$ 478.42	0.8%
2502 E SPRAGUE AVE	11203	1	6969.60	\$ 149,300.00	\$ 274.77	0.5%
2508 E SPRAGUE AVE	11193	1	6969.60	\$ 35,500.00	\$ 203.65	0.3%

East Sprague PBI A - 2018 Assessment Roll

	BUS ID #	# Parcels	Parcel LSF	Tax Assessed Value	2018 Assessment	Assessment %
WOODHEAD REVOCABLE TRUST, JOHN & GLORIA		2	13939.20	\$ 169,650.00	\$ 476.39	0.8%
2512 E SPRAGUE AVE	11204	1	6969.60	\$ 151,900.00	\$ 276.39	0.5%
2511 E 1ST AVE	11171	1	6969.60	\$ 17,750.00	\$ 200.00	0.3%
SMITH, DARRELL W & KATHERINE		2	13939.20	\$ 180,700.00	\$ 475.86	0.8%
1916 E SPRAGUE AVE	11196	1	6969.60	\$ 129,700.00	\$ 262.52	0.4%
1924 E SPRAGUE AVE	11197	1	6969.60	\$ 51,000.00	\$ 213.34	0.4%
SDS 9TEEN SPRAGUE DEVELOPMENT LLC		2	12196.80	\$ 210,000.00	\$ 463.65	0.8%
1919 E SPRAGUE AVE	11040	1	6098.40	\$ 167,800.00	\$ 263.65	0.4%
0 ADDRESS UNKNOWN	11024	1	6098.40	\$ 42,200.00	\$ 200.00	0.3%
TYSON, GERALD R & PORNSUVAN		1	12196.80	\$ 227,300.00	\$ 459.61	0.8%
1801 E SPRAGUE AVE	11038	1	12196.80	\$ 227,300.00	\$ 459.61	0.8%
ROBERT & GEORGIA I TOMBARI LLC		2	12196.80	\$ 212,200.00	\$ 450.18	0.8%
2226 E RIVERSIDE AVE	11007	1	6098.40	\$ 114,800.00	\$ 230.53	0.4%
2224 E RIVERSIDE AVE	11006	1	6098.40	\$ 97,400.00	\$ 219.65	0.4%
OVERHAUSER, DAN & BRENDA K		2	10454.40	\$ 160,350.00	\$ 448.77	0.8%
2002 E SPRAGUE AVE	11063	1	6969.60	\$ 107,700.00	\$ 248.77	0.4%
1914 E SPRAGUE AVE	11062	1	3484.80	\$ 52,650.00	\$ 200.00	0.3%
RANTZOW, CARL O & ROSALIE		2	12196.80	\$ 126,000.00	\$ 429.09	0.7%
1910 E RIVERSIDE AVE	11167	1	6098.40	\$ 112,500.00	\$ 229.09	0.4%
1912 E RIVERSIDE AVE	11148	1	6098.40	\$ 13,500.00	\$ 200.00	0.3%
CCRC, LLC		1	12196.80	\$ 174,100.00	\$ 426.37	0.7%
1901 E SPRAGUE AVE	11139	1	12196.80	\$ 174,100.00	\$ 426.37	0.7%
VAN BELLE, LOUIS		2	12196.80	\$ 134,400.00	\$ 424.59	0.7%
13 N CRESTLINE ST	11002	1	6098.40	\$ 105,300.00	\$ 224.59	0.4%
2027 E SPRAGUE AVE	11001	1	6098.40	\$ 29,100.00	\$ 200.00	0.3%
MAGERS, EDWIN P & NICOLE L		1	12196.80	\$ 170,300.00	\$ 423.99	0.7%
1911 E SPRAGUE AVE	11140	1	12196.80	\$ 170,300.00	\$ 423.99	0.7%
OLD NAT BANK WASH		1	14374.80	\$ 77,510.00	\$ 422.72	0.7%
2320 E SPRAGUE AVE	11186	1	14374.80	\$ 77,510.00	\$ 422.72	0.7%

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	BUS ID #	# Parcels	Parcel LSF	Tax Assessed Value	2018 Assessment	Assessment %
BOYD-WALKER SEWING MACHINE CO		2	6969.60	\$ 183,700.00	\$ 420.09	0.7%
1926 E SPRAGUE AVE	11198	1	4356.00	\$ 170,700.00	\$ 220.09	0.4%
14 S NAPA ST	11211	1	2613.60	\$ 13,000.00	\$ 200.00	0.3%
SPRAGUE E 2515, LLC		1	12196.80	\$ 140,800.00	\$ 405.56	0.7%
2515 E SPRAGUE AVE	11026	1	12196.80	\$ 140,800.00	\$ 405.56	0.7%
CHIU, VAN		2	12196.80	\$ 72,400.00	\$ 400.00	0.7%
2417 E SPRAGUE AVE	11126	1	6098.40	\$ 30,000.00	\$ 200.00	0.3%
2411 E SPRAGUE AVE	11125	1	6098.40	\$ 42,400.00	\$ 200.00	0.3%
PIERRE, JESSICA		2	10018.80	\$ 34,550.00	\$ 400.00	0.7%
1617 E 1ST AVE	11064	1	3049.20	\$ 7,100.00	\$ 200.00	0.3%
1611 E 1ST AVE	11070	1	6969.60	\$ 27,450.00	\$ 200.00	0.3%
ALVAREZ, RAINBOW JADE & SKYE BERGHAN-		2	10018.80	\$ 96,780.00	\$ 400.00	0.7%
1504 E SPRAGUE AVE	11080	1	3920.40	\$ 74,550.00	\$ 200.00	0.3%
1501 E 1ST AVE	11076	1	6098.40	\$ 22,230.00	\$ 200.00	0.3%
ANDERSON, MARK T & STEFFANIE		2	6098.40	\$ 174,400.00	\$ 400.00	0.7%
21 N NAPA ST	11016	1	3484.80	\$ 167,150.00	\$ 200.00	0.3%
15 N NAPA ST	11039	1	2613.60	\$ 7,250.00	\$ 200.00	0.3%
BURYA, JOHN		1	12196.80	\$ 112,400.00	\$ 387.81	0.7%
2204 E RIVERSIDE AVE	11046	1	12196.80	\$ 112,400.00	\$ 387.81	0.7%
Orcutt, James & Jodie		1	12196.80	\$ 108,400.00	\$ 385.31	0.7%
1521 E SPRAGUE AVE	11000	1	12196.80	\$ 108,400.00	\$ 385.31	0.7%
SPOKANE AUTO ELECTRIC/BATTERY		1	9147.60	\$ 218,900.00	\$ 374.97	0.6%
1407 E SPRAGUE AVE	11013	1	9147.60	\$ 218,900.00	\$ 374.97	0.6%
MCLAUGHLIN, J D		3	71438.40	\$ 791,220.00	\$ 367.93	0.6%
122 N HELENA ST	11130	1	57063.60	\$ 699,910.00	\$ 250.00	0.4%
129 N MADELIA ST	11113	1	8712.00	\$ 71,830.00	\$ 67.93	0.1%
120 N HELENA ST	11225	1	5662.80	\$ 19,480.00	\$ 50.00	0.1%
FROELICH JR, WALTER & AUTUMN G		1	12196.80	\$ 55,200.00	\$ 352.07	0.6%
2019 E SPRAGUE AVE	11142	1	12196.80	\$ 55,200.00	\$ 352.07	0.6%

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	BUS ID #	# Parcels	Parcel LSF	Tax Assessed Value	2018 Assessment	Assessment %
SPRAGUE 1500 LLC		1	8712.00	\$ 190,960.00	\$ 346.17	0.6%
1502 5 E SPRAGUE AVE	11077	1	8712.00	\$ 190,960.00	\$ 346.17	0.6%
SPOKANE TOMORROW, LLC		2	17424.00	\$ 145,000.00	\$ 333.15	0.6%
1325 E SPRAGUE AVE	11218	1	14810.40	\$ 129,100.00	\$ 233.15	0.4%
1327 E SPRAGUE AVE	11219	1	2613.60	\$ 15,900.00	\$ 100.00	0.2%
ACME ELECT SER		1	6534.00	\$ 251,500.00	\$ 327.29	0.6%
1717 E SPRAGUE AVE	11163	1	6534.00	\$ 251,500.00	\$ 327.29	0.6%
UNION GOSPEL MISSION ASSOC OF SPOKANE		1	16117.20	\$ 329,230.00	\$ 312.69	0.5%
1234 E SPRAGUE AVE	11085	1	16117.20	\$ 329,230.00	\$ 312.69	0.5%
RIGG, RICKY A & QIN Z		6	35283.60	\$ 272,760.00	\$ 312.15	0.5%
1723 E RIVERSIDE AVE	11131	1	5662.80	\$ 161,860.00	\$ 62.15	0.1%
114 N MADELIA ST	11118	1	6969.60	\$ 15,980.00	\$ 50.00	0.1%
115 N PITTSBURG ST	11106	1	6534.00	\$ 15,880.00	\$ 50.00	0.1%
108 N MADELIA ST	11116	1	6534.00	\$ 14,380.00	\$ 50.00	0.1%
107 N PITTSBURG ST	11117	1	3049.20	\$ 48,980.00	\$ 50.00	0.1%
113 N PITTSBURG ST	11103	1	6534.00	\$ 15,680.00	\$ 50.00	0.1%
FAKE FROWNS LLC		1	6098.40	\$ 228,800.00	\$ 301.76	0.5%
1511 E SPRAGUE AVE	11036	1	6098.40	\$ 228,800.00	\$ 301.76	0.5%
TEMPLIN-THOMPSON INVESTMENTS LLC		2	51836.40	\$ 802,220.00	\$ 300.00	0.5%
115 N MAGNOLIA ST	11112	1	45302.40	\$ 787,040.00	\$ 250.00	0.4%
130 N PITTSBURG ST	11132	1	6534.00	\$ 15,180.00	\$ 50.00	0.1%
NORTHWEST CLOSERS, LLC		1	6969.60	\$ 176,200.00	\$ 291.58	0.5%
1826 E SPRAGUE AVE	11068	1	6969.60	\$ 176,200.00	\$ 291.58	0.5%
MCLENDON, WILLIAM / RICHARD		1	6098.40	\$ 195,000.00	\$ 280.64	0.5%
1811 E SPRAGUE AVE	11156	1	6098.40	\$ 195,000.00	\$ 280.64	0.5%
BEL AIR MOTEL, LLC		2	12196.80	\$ 326,800.00	\$ 272.78	0.5%
1303 E SPRAGUE AVE	11216	1	7840.80	\$ 226,300.00	\$ 172.78	0.3%
1311 E SPRAGUE AVE	11217	1	4356.00	\$ 100,500.00	\$ 100.00	0.2%

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	BUS ID #	# Parcels	Parcel LSF	Tax Assessed Value	2018 Assessment	Assessment %
N M SULLIVAN, LLC		2	15246.00	\$ 231,880.00	\$ 270.93	0.5%
1318 E SPRAGUE AVE	11222	1	10018.80	\$ 51,100.00	\$ 146.40	0.2%
1324 E SPRAGUE AVE	11221	1	5227.20	\$ 180,780.00	\$ 124.54	0.2%
SWANBY, VICTOR S		3	35283.60	\$ 246,000.00	\$ 269.93	0.5%
1220 E 1ST AVE	11119	1	21344.40	\$ 198,400.00	\$ 169.93	0.3%
1302 E 1ST AVE	11120	1	6969.60	\$ 23,000.00	\$ 50.00	0.1%
1208 E 1ST AVE	11122	1	6969.60	\$ 24,600.00	\$ 50.00	0.1%
TRUTH MINISTRIES OF SPOKANE		1	6969.60	\$ 137,700.00	\$ 267.52	0.5%
1910 E SPRAGUE AVE	11069	1	6969.60	\$ 137,700.00	\$ 267.52	0.5%
JOHNSON, MARK & SHARON		1	6969.60	\$ 125,350.00	\$ 259.80	0.4%
1927 E 1ST AVE	11172	1	6969.60	\$ 125,350.00	\$ 259.80	0.4%
PILASTRO LLC		1	6969.60	\$ 122,200.00	\$ 257.83	0.4%
2012 E SPRAGUE AVE	11075	1	6969.60	\$ 122,200.00	\$ 257.83	0.4%
NHUT, HAI HO & DIEM, CHAU BUI		1	6098.40	\$ 155,400.00	\$ 255.90	0.4%
2201 E SPRAGUE AVE	11019	1	6098.40	\$ 155,400.00	\$ 255.90	0.4%
1514, LLC		1	6098.40	\$ 153,100.00	\$ 254.46	0.4%
1514 E RIVERSIDE AVE	11135	1	6098.40	\$ 153,100.00	\$ 254.46	0.4%
ACME TV HOME & OFFICE		1	6534.00	\$ 131,800.00	\$ 252.49	0.4%
1702 E RIVERSIDE AVE	11137	1	6534.00	\$ 131,800.00	\$ 252.49	0.4%
CHRISTIAN HERALD FELLOWSHIP		1	6969.60	\$ 111,400.00	\$ 251.08	0.4%
1906 E SPRAGUE AVE	11073	1	6969.60	\$ 111,400.00	\$ 251.08	0.4%
ADM MILLING CO		1	138956.00	\$ 1,681,780.00	\$ 250.00	0.4%
1211 E SPRAGUE AVE	11233	1	138956.00	\$ 1,681,780.00	\$ 250.00	0.4%
RDO ENTERPRISES LLC		1	34412.40	\$ 727,600.00	\$ 250.00	0.4%
1120 E 1ST AVE	11124	1	34412.40	\$ 727,600.00	\$ 250.00	0.4%
SCHOOL YARD BILLY, LLC		1	108900.00	\$ 635,190.00	\$ 250.00	0.4%
120 N MAGNOLIA ST	11227	1	108900.00	\$ 635,190.00	\$ 250.00	0.4%
BLALOCK, ALAN R & STEPHANIE K		1	6969.60	\$ 108,000.00	\$ 248.96	0.4%
2008 E SPRAGUE AVE	11128	1	6969.60	\$ 108,000.00	\$ 248.96	0.4%

East Sprague PBIA - 2018 Assessment Roll

	BUS ID #	# Parcels	Parcel LSF	Tax Assessed Value	2018 Assessment	Assessment %
PANSIE TRUST, MARGARET F		1	6098.40	\$ 132,700.00	\$ 241.71	0.4%
1817 E SPRAGUE AVE	11144	1	6098.40	\$ 132,700.00	\$ 241.71	0.4%
JACOBS, CYNTHIA		1	6098.40	\$ 124,600.00	\$ 236.65	0.4%
2523 E SPRAGUE AVE	11168	1	6098.40	\$ 124,600.00	\$ 236.65	0.4%
MARNEY FAMILY VENTURES LLC		1	6098.40	\$ 114,800.00	\$ 230.53	0.4%
2429 E SPRAGUE AVE	11018	1	6098.40	\$ 114,800.00	\$ 230.53	0.4%
THAYER, PATRICIA A		1	6098.40	\$ 109,500.00	\$ 227.21	0.4%
2512 E RIVERSIDE AVE	11003	1	6098.40	\$ 109,500.00	\$ 227.21	0.4%
STRATEGY WORKS, LLC		1	6098.40	\$ 108,800.00	\$ 226.78	0.4%
2518 E RIVERSIDE AVE	11004	1	6098.40	\$ 108,800.00	\$ 226.78	0.4%
SDS TWENTY 16 LLC		1	6969.60	\$ 57,000.00	\$ 217.09	0.4%
2016 E SPRAGUE AVE	11209	1	6969.60	\$ 57,000.00	\$ 217.09	0.4%
WAITING, GREGORY C & CINDY A		1	6098.40	\$ 86,100.00	\$ 212.59	0.4%
2423 E SPRAGUE AVE	11127	1	6098.40	\$ 86,100.00	\$ 212.59	0.4%
TORMINO SASH INC		3	19602.00	\$ 520,840.00	\$ 208.96	0.4%
105 N MADELIA ST	11099	1	6534.00	\$ 285,080.00	\$ 87.07	0.1%
102 N HELENA ST	11097	1	6534.00	\$ 151,680.00	\$ 66.23	0.1%
101 N MADELIA ST	11098	1	6534.00	\$ 84,080.00	\$ 55.67	0.1%
WILLARD, CAROL E		1	6534.00	\$ 44,400.00	\$ 200.00	0.3%
1701 E SPRAGUE AVE	11023	1	6534.00	\$ 44,400.00	\$ 200.00	0.3%
RANTZOW, CARL & ROSELIE		1	6098.40	\$ 46,800.00	\$ 200.00	0.3%
1918 E RIVERSIDE AVE	11149	1	6098.40	\$ 46,800.00	\$ 200.00	0.3%
PROPERTY, THOMAS		1	6098.40	\$ 13,500.00	\$ 200.00	0.3%
1504 E RIVERSIDE AVE	11133	1	6098.40	\$ 13,500.00	\$ 200.00	0.3%
SCHULER, GORDAN		1	6098.40	\$ 38,900.00	\$ 200.00	0.3%
2529 E SPRAGUE AVE	11027	1	6098.40	\$ 38,900.00	\$ 200.00	0.3%
HANLEY, JAMES L & SUSAN M		1	6534.00	\$ 28,800.00	\$ 200.00	0.3%
1709 E SPRAGUE AVE	11162	1	6534.00	\$ 28,800.00	\$ 200.00	0.3%
TORMINO SASH CO		1	6098.40	\$ 40,500.00	\$ 200.00	0.3%
0 ADDRESS UNKNOWN	11015	1	6098.40	\$ 40,500.00	\$ 200.00	0.3%

East Sprague PBI A - 2018 Assessment Roll

	BUS ID #	# Parcels	Parcel LSF	Tax Assessed Value	2018 Assessment	Assessment %
DECKER, WILLIAM E		1	6969.60	\$ 17,750.00	\$ 200.00	0.3%
2007 E 1ST AVE	11173	1	6969.60	\$ 17,750.00	\$ 200.00	0.3%
ROSS PRINTING		1	6969.60	\$ 19,650.00	\$ 200.00	0.3%
1603 E 1ST AVE	11194	1	6969.60	\$ 19,650.00	\$ 200.00	0.3%
MASSIE, MELISSA		1	6969.60	\$ 17,750.00	\$ 200.00	0.3%
2301 E 1ST AVE	11049	1	6969.60	\$ 17,750.00	\$ 200.00	0.3%
PARK, WALAYA P / SITHAMMALAT, SIANOUXAY		1	6098.40	\$ 62,200.00	\$ 200.00	0.3%
2307 E SPRAGUE AVE	11235	1	6098.40	\$ 62,200.00	\$ 200.00	0.3%
RANTZOW JR, CARL O & ROSELIE S		1	6098.40	\$ 13,500.00	\$ 200.00	0.3%
1924 E RIVERSIDE AVE	11150	1	6098.40	\$ 13,500.00	\$ 200.00	0.3%
TORMINO, JOHN JK		1	6098.40	\$ 13,500.00	\$ 200.00	0.3%
1528 E RIVERSIDE AVE	11022	1	6098.40	\$ 13,500.00	\$ 200.00	0.3%
ACME ELECTRONICS SERVICES INC		1	6534.00	\$ 18,900.00	\$ 200.00	0.3%
1706 E RIVERSIDE AVE	11138	1	6534.00	\$ 18,900.00	\$ 200.00	0.3%
BOWMAN, ROBERT J		1	4356.00	\$ 11,620.00	\$ 200.00	0.3%
1411 E 1ST AVE	11053	1	4356.00	\$ 11,620.00	\$ 200.00	0.3%
COON, D H & P A		1	3484.80	\$ 77,950.00	\$ 200.00	0.3%
1720 E SPRAGUE AVE	11212	1	3484.80	\$ 77,950.00	\$ 200.00	0.3%
ALDARED, JADE		1	6098.40	\$ 15,630.00	\$ 200.00	0.3%
1507 E 1ST AVE	11079	1	6098.40	\$ 15,630.00	\$ 200.00	0.3%
WILDE, CHRIS		1	3484.80	\$ 108,650.00	\$ 200.00	0.3%
1716 E SPRAGUE AVE	11061	1	3484.80	\$ 108,650.00	\$ 200.00	0.3%
CMA HOLDINGS LLC		1	3484.80	\$ 44,150.00	\$ 200.00	0.3%
1912 E SPRAGUE AVE	11074	1	3484.80	\$ 44,150.00	\$ 200.00	0.3%
CRANDALL, GARY L & PAMELA M		1	6098.40	\$ 18,130.00	\$ 200.00	0.3%
1427 E 1ST AVE	11078	1	6098.40	\$ 18,130.00	\$ 200.00	0.3%
JDSC HOLDINGS LLC		1	3484.80	\$ 167,050.00	\$ 200.00	0.3%
1718 E SPRAGUE AVE	11195	1	3484.80	\$ 167,050.00	\$ 200.00	0.3%
CRANDALL, LANE & PAMELA M		1	6098.40	\$ 15,630.00	\$ 200.00	0.3%
1423 E 1ST AVE	11054	1	6098.40	\$ 15,630.00	\$ 200.00	0.3%

East Sprague PBI A - 2018 Assessment Roll

	BUS ID #	# Parcels	Parcel LSF	Tax Assessed Value	2018 Assessment	Assessment %
STANDAL INVESTMENTS, LLC		1	19166.40	\$ 402,920.00	\$ 187.71	0.3%
126 N PITTSBURG ST	11095	1	19166.40	\$ 402,920.00	\$ 187.71	0.3%
QUIGLEY INVESTMENT CO/QUIGLEY, JOHN P		2	19602.00	\$ 282,530.00	\$ 171.74	0.3%
129 N CRESTLINE ST	11231	1	13068.00	\$ 47,750.00	\$ 92.52	0.2%
125 N CRESTLINE ST	11226	1	6534.00	\$ 234,780.00	\$ 79.21	0.1%
MCLAUGHLIN, GAIL		3	18730.80	\$ 141,040.00	\$ 160.32	0.3%
122 N MADELIA ST	11110	1	6534.00	\$ 113,880.00	\$ 60.32	0.1%
126 N MADELIA ST	11229	1	6534.00	\$ 14,380.00	\$ 50.00	0.1%
118 N MADELIA ST	11105	1	5662.80	\$ 12,780.00	\$ 50.00	0.1%
HACKNEY,D & S/MORSE,D/SOLIDAY		2	13068.00	\$ 460,860.00	\$ 157.06	0.3%
134 N MADELIA ST	11096	1	6534.00	\$ 231,580.00	\$ 78.71	0.1%
130 N MADELIA ST	11094	1	6534.00	\$ 229,280.00	\$ 78.35	0.1%
MCCALL, JAMES C & MARILYN B		1	13068.00	\$ 350,950.00	\$ 139.89	0.2%
129 N PITTSBURG ST	11111	1	13068.00	\$ 350,950.00	\$ 139.89	0.2%
GARBER, DEL R		1	12632.40	\$ 248,550.00	\$ 121.06	0.2%
116 N NAPA ST	11107	1	12632.40	\$ 248,550.00	\$ 121.06	0.2%
BREESNEE JR, JAMES M & KARLA L		2	13068.00	\$ 184,940.00	\$ 118.56	0.2%
130 N NAPA ST	11102	1	6534.00	\$ 166,580.00	\$ 68.56	0.1%
134 N NAPA ST	11109	1	6534.00	\$ 18,360.00	\$ 50.00	0.1%
CK VENTURES, LLC		2	13068.00	\$ 147,760.00	\$ 113.12	0.2%
122 N NAPA ST	11108	1	6534.00	\$ 131,780.00	\$ 63.12	0.1%
126 N NAPA ST	11101	1	6534.00	\$ 15,980.00	\$ 50.00	0.1%
CITY OF SPOKANE - C/O Kevan Brooks, ICM (ROW)		1	7840.80	\$ 23,420.00	\$ 109.39	0.2%
1020 E SPRAGUE AVE	11090	1	7840.80	\$ 23,420.00	\$ 109.39	0.2%
CYCLONE SALES & SERVICE LTD		1	12632.40	\$ 147,860.00	\$ 105.33	0.2%
2025 E RIVERSIDE AVE	11093	1	12632.40	\$ 147,860.00	\$ 105.33	0.2%
BECK, MARK J		2	13068.00	\$ 65,360.00	\$ 100.25	0.2%
108 N NAPA ST	11092	1	6534.00	\$ 49,380.00	\$ 50.25	0.1%
102 N NAPA ST	11091	1	6534.00	\$ 15,980.00	\$ 50.00	0.1%

East Sprague PBIA - 2018 Assessment Roll

	BUS ID #	# Parcels	Parcel LSF	Tax Assessed Value	2018 Assessment	Assessment %
FABEL, RICHARD		1	5227.20	\$ 57,880.00	\$ 100.00	0.2%
1306 E SPRAGUE AVE	11087	1	5227.20	\$ 57,880.00	\$ 100.00	0.2%
RHOADS, GARY		1	6969.60	\$ 154,900.00	\$ 69.57	0.1%
1202 E 1ST AVE	11121	1	6969.60	\$ 154,900.00	\$ 69.57	0.1%
MEDELIA PROPERTIES, LLC		1	6534.00	\$ 122,780.00	\$ 61.71	0.1%
102 N MADELIA ST	11115	1	6534.00	\$ 122,780.00	\$ 61.71	0.1%
TORMINOS PROPERTIES, LLC		1	6534.00	\$ 113,980.00	\$ 60.34	0.1%
114 N PITTSBURG ST	11104	1	6534.00	\$ 113,980.00	\$ 60.34	0.1%
HARGREAVES, DAVID T		1	6534.00	\$ 94,080.00	\$ 57.23	0.1%
111 N CRESTLINE ST	11230	1	6534.00	\$ 94,080.00	\$ 57.23	0.1%
PALMER, J / MANCINI-PALMER, E / PALMER K		1	6534.00	\$ 63,880.00	\$ 52.51	0.1%
119 N CRESTLINE ST	11100	1	6534.00	\$ 63,880.00	\$ 52.51	0.1%
FAUSETT, HARLEY		1	6534.00	\$ 59,280.00	\$ 51.79	0.1%
115 N CRESTLINE ST	11114	1	6534.00	\$ 59,280.00	\$ 51.79	0.1%
QUIGLEY INVEST		1	6534.00	\$ 14,380.00	\$ 50.00	0.1%
108 N PITTSBURG ST	11228	1	6534.00	\$ 14,380.00	\$ 50.00	0.1%
J.G. FOX, INC.		1	6969.60	\$ 21,300.00	\$ 50.00	0.1%
1310 E 1ST AVE	11123	1	6969.60	\$ 21,300.00	\$ 50.00	0.1%
MCLAUGHLIN, GARY L		1	6534.00	\$ 14,380.00	\$ 50.00	0.1%
121 N PITTSBURG ST	11232	1	6534.00	\$ 14,380.00	\$ 50.00	0.1%
MCLAUGHLIN, J D/J E/G L/M L		1	6534.00	\$ 15,780.00	\$ 50.00	0.1%
125 N PITTSBURG ST	11224	1	6534.00	\$ 15,780.00	\$ 50.00	0.1%
2018 Assessment Total		227			\$58,679.19	100.0%

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

12/11/2017

Date Rec'd

11/28/2017

Clerk's File #

ORD C35570

Renews #

Submitting Dept

NEIGHBORHOOD & BUSINESS

Cross Ref #

Contact Name/Phone

JONATHAN 625-6734

Project #

Contact E-Mail

JMALLAHAN@SPOKANECITY.ORG

Bid #

Agenda Item Type

First Reading Ordinance

Requisition #

Agenda Item Name

0450 - 2018 DOWNTOWN PARKING & BID ORDINANCE

Agenda Wording

An Ordinance approving & confirming the 2018 assessments and assessment roll for the Downtown Parking and Business Improvement Area (Business Improvement District - BID), prepared under Ordinance No. C32923 as codified & amended in Chapter 4.31 SMC.

Summary (Background)

The City Council approved Resolution No. 2017-0094 which gave notice that the City Council would hold a public hearing on the 2018 Assessment Roll for the Downtown BID. The Assessment Roll reflecting the assessments levied upon property owners located with the BID are on file in the Office of the City Clerk. These assessments provide funding for the programs to be delivered through the PBIA under Ordinance No. C-32923 as codified and amended in Chapter 4.31 SMC.

Fiscal Impact

Grant related? NO

Budget Account

Public Works? NO

Neutral

\$

#

Select

\$

#

Select

\$

#

Select

\$

#

ApprovalsCouncil NotificationsDept Head

MALLAHAN, JONATHAN

Study SessionDivision Director

MALLAHAN, JONATHAN

Other

Finance & Admin Mtg -

Finance

HUGHES, MICHELLE

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For the Mayor

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mpiccolo@spokanecity.org

tara.brown1@usbank.com

deannah@primesourcecu.org



Continuation of Wording, Summary, Budget, and Distribution

Agenda Wording

Summary (Background)

Fiscal Impact

Select \$

Select \$

Budget Account

#

#

Distribution List

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ierr811@omnicast.net

darrell@bodywalker.com

sbishop@spokanecity.org

ORDINANCE C35570

AN ORDINANCE APPROVING AND CONFIRMING THE 2018 ASSESSMENTS AND ASSESSMENT ROLL FOR THE DOWNTOWN SPOKANE PARKING AND BUSINESS IMPROVEMENT AREA, PREPARED UNDER ORDINANCE C-32923 AS CODIFIED AND AMENDED IN CHAPTER 4.31 SMC.

WHEREAS, the Spokane City Council on November 13, 2017 passed Resolution 2017-0094, which provided notice and set a date for hearing on the assessments to be levied under the above identified ordinance; and

WHEREAS, pursuant to Resolution No. 2017-0094, a public hearing was held on December 18, 2017 to take public testimony regarding the assessments and assessment roll for the Downtown Spokane Parking and Business Improvement Area; and

WHEREAS, the assessment roles have been on file in the Office of the City Clerk for public review and inspection; and

WHEREAS, the City Council, through this ordinance, intends to levy assessments in the Downtown Spokane Business Improvement District to provide programs and services, which will specifically benefit the businesses and properties in the District; and

THE CITY OF SPOKANE DOES ORDAIN:

Section 1. The 2018 assessments and the assessment roll of the Downtown Spokane Parking and Business Improvement Area, established under Ordinance C-32923, as codified and amended in Chapter 4.31 SMC, are hereby approved and confirmed. The assessments and assessment roll are attached hereto, available in the Office of the City Clerk, City Treasurer.

Section 2. Each of the businesses, as described in RCW 35.87A.020, lots, tracts, and parcels of land and other property, including improvements thereon, multi-family residential, mixed-use projects (as described in RCW 35.87A.020(3), hotels, motels, government, and others, shown upon said rolls are hereby declared to be specially benefited by the programs authorized in Ordinance C-32923, as amended, in at least the amount levied against the same. The method of assessment is based upon the Special Assessment Formula in Exhibit A.

Section 3. Pursuant to SMC 4.31.100, the projects, programs, activities and budget for the 2018 Downtown Parking and Business Improvement Area as presented to the City Council are hereby approved and may be revised by the City Council pursuant to a subsequent motion.

Section 4. The City Clerk is hereby directed to certify and transmit the assessment rolls to the City Treasurer for collection, pursuant to City Ordinance and state law.

Section 5. That the assessments shown in the roll on file in the Office of the City Clerk may be paid in two installments with the first half of the assessment due and payable on the 31st day of January, 2018, and the second half of the assessment due and payable on the 31st day of July, 2018. Prior to the due date, ratepayers shall be sent a bill stating the amount of the assessment due and payable. If the assessment is not paid within thirty (30) days after its due date, a delinquency charge shall be added in the amount of ten percent (10%) of the assessment, not to exceed one hundred dollars (\$100) in addition to the processing fee. All assessments, or part thereof, shall also bear interest at the rate of twelve percent (12%) per annum, or part thereof, of delinquency. Within thirty (30) days of the due date(s), the City Treasurer or his/her designee shall send a late notice of the unpaid assessment including the assessment of appropriate interest, penalty and fees. Interest, penalties and other fees will be collected on any unpaid balance or portions thereof from the date the account became due.

Any ratepayer, aggrieved by the amount of an assessment or delinquency charge, shall request, within sixty (60) days of the assessment or charge, a meeting and/or hearing before the Ratepayer Board, and, if not satisfied with the decision of the Ratepayer Board, appeal within ten (10) days from the date of the decision, the matter de novo, to the City's Hearing Examiner, in the manner provided for in the City's Municipal Code. Failure to request a hearing shall result in a waiver of the right to challenge the assessment.

Section 6. This ordinance shall take effect and be in full force from and after the date of its passage.

PASSED by the City Council on _____.

Council President

Attest:

Approved as to form:

City Clerk

Assistant City Attorney

Mayor

Date

Effective Date

Downtown Improvement District Property Assessment Roll



Parcel Number	Zone	Block	Business Name	Business/Property Address	Business Type	Value	Assessment
25241.0101	3	84	INTEGRUS PARTNERSHIP	10 S CEDAR ST	Private Property	\$ 2,445,040.00	\$ 1,711.53
25241.1201	3	85	GRAND COULEE LLC	1401 W 1ST AVE GRAND COULEE BLDG	Private Property	\$ 1,646,230.00	\$ 1,152.36
25241.1202	3	85	PARTS WHOLESALERS, INC.	ADDRESS UNKNOWN	Private Property	\$ 81,580.00	\$ 90.00
25241.1203	3	85	PARTS WHOLESALERS, INC.	1411 W 1ST AVE	Private Property	\$ 102,050.00	\$ 90.00
25241.1204	3	85	PARTS WHOLESALERS, INC.	1423 W 1ST AVE	Private Property	\$ 486,200.00	\$ 340.34
25241.1205	3	85	PARTS WHOLESALERS INC	120 S CEDAR ST	Private Property	\$ 940,950.00	\$ 658.67
35183.0322	1	26	RIVER PARK SQUARE LLC	825 W SPOKANE FALLS BLVD	Private Property	\$ 11,924,100.00	\$ 13,116.51
35183.0003	5	22	MAD ANTHONY'S INC	520 N LINCOLN ST	Private Property	\$ 3,216,250.00	\$ 2,251.38
35183.0023	5	4	LOW, JERALD	625 N MONROE ST	Private Property	\$ 131,110.00	\$ 91.78
35183.0036	1	15	CITY OF SPOKANE	902 W MAIN AVE LIBRARY	Government	\$ 10,760,400.00	\$ 8,608.32
35183.0301	1	32	JAMES F COTTER	221 N WALL ST OLD CITY HALL	Private Property	\$ 6,136,100.00	\$ 6,749.71
35183.0308	1	33	ROBERTS/BOTZ/SCHOEDEL/ETAL	708 W MAIN AVE, #300	Private Property	\$ 952,900.00	\$ 1,048.19
35183.0310	1	33	702 LLC	207 N WALL ST SAAD BLDG	Private Property	\$ 907,570.00	\$ 998.33
35183.0311	1	33	702, LLC	702 W MAIN AVE SAAD BLDG	Private Property	\$ 125,690.00	\$ 138.26
35183.0405	1	34	MZB, LLC	110 N POST ST	Private Property	\$ 922,980.00	\$ 1,015.28
35183.0406	1	29	GLOBAL CREDIT UNION	108 N POST ST GLOBAL CREDIT UNION	Private Property	\$ 2,243,750.00	\$ 2,468.13
35183.0408	1	35	ALEXANDER GOODS DEPOT, LLC	710 W RIVERSIDE AVE	Private Property	\$ 6,300,000.00	\$ 6,930.00
35183.0507	2	22	PEYTON BUILDING LLC	10 N POST ST PEYTON BLDG	Private Property	\$ 5,095,800.00	\$ 5,605.38
35183.0607	2	29	HARE & GRIFFITHS LLC	825 W RIVERSIDE AVE	Private Property	\$ 980,200.00	\$ 1,078.22
35183.0608	2	29	DIAMOND, J	822 W SPRAGUE AVE MICHAEL BLDG	Private Property	\$ 3,212,900.00	\$ 3,534.19
35183.0609	2	29	MYSTERY BUILDING LLC	816 W SPRAGUE AVE MYSTERY BLDG	Private Property	\$ 630,300.00	\$ 693.33
35183.0705	1	28	LINCOLN PLAZA LLC	818 W RIVERSIDE AVE LINCOLN PLAZA	Private Property	\$ 11,275,000.00	\$ 12,402.50
35183.0708	1	28	GRANT BUILDING LLC	802 W RIVERSIDE AVE BANNER BANK BLDG	Private Property	\$ 4,403,100.00	\$ 4,843.41
35183.0901	2	17	BULLCO CO	901 W RIVERSIDE AVE	Private Property	\$ 1,389,700.00	\$ 1,528.67
35183.0904	2	17	COWLES PUBLISHING CO	929 W RIVERSIDE AVE	Private Property	\$ 3,344,180.00	\$ 3,678.60
35183.0905	2	17	COWLES REAL ESTATE CO	928 W SPRAGUE AVE	Private Property	\$ 5,446,700.00	\$ 5,991.37
35183.0906	2	17	COWLES PUBLISHING CO	914 W SPRAGUE AVE	Private Property	\$ 324,550.00	\$ 357.01
35183.0907	2	17	HARE & GRIFFITHS	912 W SPRAGUE AVE	Private Property	\$ 455,250.00	\$ 500.78
35183.0908	2	17	HARE & GRIFFITHS LLC	908 W SPRAGUE AVE	Private Property	\$ 688,000.00	\$ 756.80
35183.0909	2	17	COWLES PUBLISHING CO	925 W RIVERSIDE AVE	Private Property	\$ 8,470,580.00	\$ 9,317.64
35183.1017	2	7	COWLES PUBLISHING CO	1 N MONROE ST	Private Property	\$ 13,469,950.00	\$ 14,816.95
35183.1110	3	76	COWLES REAL ESTATE CO	1102 W SPRAGUE AVE	Private Property	\$ 1,667,980.00	\$ 1,167.59
35183.1204	3	79	WELLS/WATTS/BARRETT/MANN	1218 W SPRAGUE AVE	Private Property	\$ 56,950.00	\$ 90.00
35183.1205	3	79	MYRTLE & EDWIDGE APARTMENTS	1227 W RIVERSIDE AVE	Private Property	\$ 350,530.00	\$ 245.37
35183.1206	3	79	WELLS/WATTS/BARRETT/MANN	1222 W SPRAGUE AVE	Private Property	\$ 47,700.00	\$ 90.00
35183.1207	3	79	SAN MARCO APARTMENTS	1230 W SPRAGUE AVE	Private Property	\$ 1,197,440.00	\$ 838.21
35183.1208	3	79	MYRTLE & EDWIDGE APARTMENTS	1214 W SPRAGUE AVE	Private Property	\$ 538,480.00	\$ 376.94
35183.1301	5	2	PASTIME INV II	713 N MONROE ST	Private Property	\$ 428,400.00	\$ 237.51

Downtown Improvement District Property Assessment Roll



35183.1303	5	3	DRESDEN GROUP LLC	701 N MONROE ST DRESDEN BLDG	Private Property	\$ 900,300.00	\$ 630.21
35183.1439	5	12	ISLAND OFFICE PLAZA	915 W BROADWAY AVE	Private Property	\$ 517,300.00	\$ 362.11
35183.1404	5	12	SIMPSON, JAN	921 W BROADWAY AVE BROADWAY BLDG	Private Property	\$ 567,000.00	\$ 396.90
35183.1405	5	12	PIONEER HUMAN SERVICES	720 N MONROE ST	Private Property	\$ 1,837,200.00	\$ 1,286.04
35183.1406	5	13	LAWRENCE B STONE PROPERTIES #711 LLC	711 N LINCOLN ST LINCOLN COURT BLDG	Private Property	\$ 337,800.00	\$ 236.46
35183.1408	5	13	DIAMOND PARKING INC	714 N MONROE ST	Private Property	\$ 41,300.00	\$ 90.00
35183.1409	5	13	SHOFAR ENTERPRISES LLC	710 N MONROE ST	Private Property	\$ 86,900.00	\$ 90.00
35183.1410	5	13	TEC INVESTMENTS LLC	706 N MONROE ST	Private Property	\$ 317,050.00	\$ 221.94
35183.1411	5	13	HES PROPERTIES, LLC	628 N MONROE ST HOLMES BLDG	Private Property	\$ 494,050.00	\$ 345.84
35183.1438	5	13	CUNNINGHAM FAMILY LLC	618 N MONROE ST	Private Property	\$ 147,910.00	\$ 103.54
35183.1414	5	13	DIAMOND PARKING INC.	605 N LINCOLN ST	Private Property	\$ 128,150.00	\$ 90.00
35183.1418	5	13	DIAMOND PARKING INC.	ADDRESS UNKNOWN	Private Property	\$ 67,850.00	\$ 90.00
35183.1427	5	13	GARRAS, BILLY J	601 N LINCOLN ST	Private Property	\$ 81,000.00	\$ 90.00
35183.1428	5	13	DIAMOND PARKING INC.	610 N MONROE ST	Private Property	\$ 122,780.00	\$ 90.00
35183.1429	5	13	LAWRENCE B STONE PROPERTIES #711 LLC	ADDRESS UNKNOWN	Private Property	\$ 67,500.00	\$ 90.00
35183.1431	5	12	KRIER ORCHARDS LLC	901 W BROADWAY AVE	Private Property	\$ 168,750.00	\$ 118.13
35183.1432	5	12	NORTH BY NORTHWEST PARTNERS LLC	901 W BROADWAY AVE	Private Property	\$ 1,389,600.00	\$ 972.72
35183.1433	5	12	NORTH BY NORTHWEST PARTNERS LLC	909 W BROADWAY AVE	Private Property	\$ 130,600.00	\$ 91.42
35183.1436	5	13	GARRAS, BILLY J	602 N MONROE ST	Private Property	\$ 266,000.00	\$ 186.20
35183.1501	1	21	CITY OF SPOKANE	808 W SPOKANE FALLS BLVD CITY HALL	Government	\$ 19,215,500.00	\$ 15,372.40
35183.2230	3	6	PHILANTHROPY CENTER LLC	1020 W RIVERSIDE AVE	Non-Profit	\$ 777,730.00	\$ 311.09
35183.2231	3	6	SPOKANE CLUB	1002 W RIVERSIDE AVE	Private Property	\$ 2,537,850.00	\$ 1,776.50
35183.2236	3	6	WEST 1124 RIVERSIDE PARTNERS	1124 W RIVERSIDE AVE NORTH COAST LIFE	Private Property	\$ 376,250.00	\$ 263.38
35183.2238	3	6	WEST 1124 RIVERSIDE PARTNERS	1116 W RIVERSIDE AVE	Private Property	\$ 3,765,680.00	\$ 2,635.98
35183.2239	3	6	WEST 1116 RIVERSIDE PARTNERS	1116 W RIVERSIDE AVE	Private Property	\$ 2,970,500.00	\$ 2,079.35
35183.2501	1	27	CPC DEVELOPMENT COMPANY	825 W MAIN AVE, #UNIT A W 809 BLDG	Private Property	\$ 1,074,290.00	\$ 1,181.72
35184.0026	5	22	AVISTA CORPORATION	VACANT LAND	Private Property	\$ 69,160.00	\$ 90.00
35184.0027	5	22	AVISTA CORPORATION	VACANT LAND	Private Property	\$ 378,670.00	\$ 265.07
35184.0088	5	24	DPGB WA 1 LLC	201 W NORTH RIVER DR RLH BLDG	Private Property	\$ 10,486,300.00	\$ 7,340.41
35184.0606	4	66	WINTER, BRIAN L & BRUCE L	231 W SPOKANE FALLS BLVD	Private Property	\$ 203,800.00	\$ 142.66
35184.0611	4	66	FRUCI FAMILY LLC	218 N BERNARD ST FRUCI	Private Property	\$ 1,453,600.00	\$ 1,017.52
35184.0614	4	67	FOUNDRY UNITED LLC	244 W MAIN AVE	Private Property	\$ 2,111,120.00	\$ 1,477.78
35184.0615	4	67	WINTER, BRIAN L & BRUCE L	241 E TRENT AVE	Private Property	\$ 71,850.00	\$ 90.00
35184.0616	4	67	WINTER, BRIAN L & BRUCE	236 W MAIN AVE	Private Property	\$ 92,700.00	\$ 90.00
35184.0617	4	67	WINTER, BRIAN L & BRUCE L	232 W MAIN AVE	Private Property	\$ 164,450.00	\$ 115.12
35184.0618	4	67	WINTER, BRIAN L & BRUCE L	228 W MAIN AVE	Private Property	\$ 164,450.00	\$ 115.12
35184.0605	1	67	MOMOWOBROSCO LLC	220 W MAIN AVE	Private Property	\$ 956,630.00	\$ 1,052.29
35184.0620	4	67	WINTER, BRIAN L & BRUCE L	ADDRESS UNKNOWN	Private Property	\$ 82,280.00	\$ 90.00
35184.0624	4	66	WINTER, BRIAN L & BRUCE L	237 E TRENT AVE	Private Property	\$ 203,500.00	\$ 142.45

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35184.0628	4	67	SPOKANE SCHOOL DISTRICT #81	200 N BERNARD ST	Government	\$ 7,431,900.00	\$ 4,459.14
35184.0801	4	60	301 MAIN AVE LLC	301 W MAIN AVE	Private Property	\$ 1,525,600.00	\$ 1,067.92
35184.0802	4	60	JRD PARKING LLC	307 W MAIN AVE	Private Property	\$ 206,400.00	\$ 144.48
35184.0803	4	61	COLONIAL CITY	111 N BERNARD ST	Private Property	\$ 1,074,820.00	\$ 752.37
35184.0804	4	61	JENSEN BYRD CO	314 W RIVERSIDE AVE	Private Property	\$ 266,990.00	\$ 186.89
35184.0903	4	69	ALBISU, CRUZ	209 W MAIN AVE	Private Property	\$ 180,050.00	\$ 126.04
35184.0904	4	68	ALBISU, CRUZ	215 W MAIN AVE	Private Property	\$ 162,950.00	\$ 114.07
35184.0908	4	69	WOODHEAD SR, JOHN G	239 W MAIN AVE	Private Property	\$ 685,950.00	\$ 480.17
35184.0922	4	68	SCHMIDT 245 MAIN LLC	245 W MAIN AVE	Private Property	\$ 1,418,980.00	\$ 993.29
35184.0923	4	68	SPOKANE SCHOOL DISTRICT #81	247 W MAIN AVE	Government	\$ 360,730.00	\$ 216.44
35184.0911	4	70	SKL PROPERTY MANAGEMENT INC	256 W RIVERSIDE AVE	Private Property	\$ 529,270.00	\$ 370.49
35184.0917	4	71	UMPQUA BANK: CONVENIENCE CENTER	214 W RIVERSIDE AVE	Private Property	\$ 319,500.00	\$ 223.65
35184.0918	4	71	UMPQUA BANK: CONVENIENCE CENTER	206 W RIVERSIDE AVE	Private Property	\$ 436,100.00	\$ 305.27
35184.1202	4	72	ALGER BRISTOL & LOT 82, LLC	203 W RIVERSIDE AVE	Private Property	\$ 56,840.00	\$ 90.00
35184.1203	4	72	ALGER BRISTOL & LOT 82 LLC	210 W SPRAGUE AVE	Private Property	\$ 778,200.00	\$ 544.74
35184.1204	4	72	ALGER BRISTOL & LOT 82 LLC	209 W RIVERSIDE AVE	Private Property	\$ 68,430.00	\$ 90.00
35184.1205	4	72	ALGER BRISTOL & LOT 82 LLC	211 W RIVERSIDE AVE	Private Property	\$ 211,680.00	\$ 148.18
35184.1206	4	72	ALGER BRISTOL & LOT 82, LLC	215 W RIVERSIDE AVE	Private Property	\$ 212,380.00	\$ 148.67
35184.1207	4	72	DOTSON, KENNETH J & MAXINE M	221 W RIVERSIDE AVE	Private Property	\$ 482,850.00	\$ 338.00
35184.1208	4	72	ALGER BRISTOL & LOT 82, LLC	224 W SPRAGUE AVE	Private Property	\$ 104,430.00	\$ 90.00
35184.1215	4	72	RICHMOND & BICKETT LLC	227 W SPRAGUE AVE	Private Property	\$ 370,590.00	\$ 259.41
35184.1210	4	72	BEAR & HALE, LLC	232 W SPRAGUE AVE	Private Property	\$ 809,280.00	\$ 566.50
35184.1211	4	72	DIAMOND PARKING INC.	237 W RIVERSIDE AVE ALBERT BLDG	Private Property	\$ 326,150.00	\$ 228.31
35184.1212	4	72	JASON WOLFE	236 W SPRAGUE AVE	Private Property	\$ 1,370,790.00	\$ 959.55
35184.1213	4	72	JRD PARKING LLC	239 W RIVERSIDE AVE	Private Property	\$ 169,470.00	\$ 118.63
35184.1214	4	70	JRD PARKING LLC	8 N BERNARD ST	Private Property	\$ 454,250.00	\$ 317.98
35184.1307	4	63	GB DOW INVESTMENTS LLC	311 W RIVERSIDE AVE	Private Property	\$ 866,900.00	\$ 606.83
35184.1302	4	63	GB DOW INVESTMENTS LLC	301 W RIVERSIDE AVE	Private Property	\$ 145,800.00	\$ 102.06
35184.1802	1	39	600 MAIN INC	223 N HOWARD ST MACY'S BLDG	Private Property	\$ 2,096,790.00	\$ 2,306.47
35184.1806	1	39	I O O F	618 W MAIN AVE MACY'S BLDG	Private Property	\$ 2,974,900.00	\$ 3,272.39
35184.1807	1	39	600 MAIN INC	608 W MAIN AVE MACY'S BLDG	Private Property	\$ 3,807,700.00	\$ 4,188.47
35184.1808	1	39	WHEATLAND BANK	222 N WALL ST WHEATLAND FINANCIAL CENTER	Private Property	\$ 4,731,500.00	\$ 5,204.65
35184.1903	1	46	SPOKANE 73	228 N HOWARD ST	Private Property	\$ 2,859,400.00	\$ 3,145.34
35184.1904	1	46	220 INVESTORS	218 N HOWARD ST	Private Property	\$ 638,440.00	\$ 702.28
35184.1905	1	46	JOHN HEIBER JR FAMILY LLC	206 N HOWARD ST	Private Property	\$ 1,973,340.00	\$ 2,170.67
35184.1906	1	46	JOHN HEIBER JR FAMILY LLC	516 W MAIN AVE BENNETT BLOCK	Private Property	\$ 1,406,840.00	\$ 1,547.52
35184.1907	1	46	JOHN HEIBER JR FAMILY LLC	508 W MAIN AVE	Private Property	\$ 1,027,700.00	\$ 1,130.47
35184.1908	1	46	JGFH, LLC/CLHK, LLC	503 W SPOKANE FALLS BLVD BENNETT BLOCK	Private Property	\$ 1,597,340.00	\$ 1,757.07
35184.2001	2	51	PAC OPERATING CO	217 N WASHINGTON ST	Private Property	\$ 231,800.00	\$ 254.98

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35184.2002	2	51	JOHN HEIBER JR FAMILY LLC	405 E TRENT AVE	Private Property	\$ 695,400.00	\$ 764.94
35184.2003	2	51	JOHN HEIBER JR FAMILY LLC	ADDRESS UNKNOWN BENNETT BLOCK	Private Property	\$ 418,300.00	\$ 460.13
35184.2004	2	51	PAC OPERATING CO	419 W SPOKANE FALLS BLVD	Private Property	\$ 208,680.00	\$ 229.55
35184.2005	2	51	PAC OPERATING CO	423 W SPOKANE FALLS BLVD	Private Property	\$ 480,700.00	\$ 528.77
35184.2006	2	51	PAC OPERATING CO	218 N STEVENS ST	Private Property	\$ 146,520.00	\$ 161.17
35184.2007	2	51	PAC OPERATING CO	430 W MAIN AVE	Private Property	\$ 360,700.00	\$ 396.77
35184.2008	2	51	JOHN HEIBER JR FAMILY LLC	208 N STEVENS ST	Private Property	\$ 293,910.00	\$ 323.30
35184.2009	2	51	PAC OPERATING CO	426 W MAIN AVE	Private Property	\$ 133,530.00	\$ 146.88
35184.2010	2	51	PAC OPERATING CO	420 W MAIN AVE	Private Property	\$ 152,570.00	\$ 167.83
35184.2011	2	51	PAC OPERATING CO	ADDRESS UNKNOWN	Private Property	\$ 620.00	\$ 90.00
35184.2012	2	51	PAC OPERATING CO	418 W MAIN AVE	Private Property	\$ 487,880.00	\$ 536.67
35184.2013	2	51	LIBERTY PARTNERS	203 N WASHINGTON ST LIBERTY BLDG	Private Property	\$ 6,089,100.00	\$ 6,698.01
35184.2201	4	59	JENSEN BYRD CO	317 W MAIN AVE	Private Property	\$ 266,710.00	\$ 186.70
35184.2202	4	59	DIAMOND PARKING INC	315 W MAIN AVE	Private Property	\$ 244,570.00	\$ 171.20
35184.2203	4	59	DIAMOND PARKING	329 W MAIN AVE	Private Property	\$ 244,620.00	\$ 171.23
35184.2204	4	59	ZH INVESTMENTS	331 W MAIN AVE	Private Property	\$ 313,680.00	\$ 219.58
35184.2205	4	59	KELLOGG, RICHARD E & SUSAN E	126 N WASHINGTON ST	Private Property	\$ 464,630.00	\$ 325.24
35184.2206	4	59	DIAMOND PARKING	116 N WASHINGTON ST	Private Property	\$ 131,000.00	\$ 91.70
35184.2207	4	61	LEGION LLC	108 N WASHINGTON ST LEGION BLDG	Private Property	\$ 4,796,900.00	\$ 3,357.83
35184.2208	4	61	LEGION LLC	332 W RIVERSIDE AVE LEGION BLDG	Private Property	\$ 148,540.00	\$ 103.98
35184.2209	4	61	LEGION LLC	334 W RIVERSIDE AVE	Private Property	\$ 148,540.00	\$ 103.98
35184.2210	4	61	ROBERTS/BOTZ/SCHOEDEL/ETAL	324 W RIVERSIDE AVE	Private Property	\$ 249,320.00	\$ 174.52
35184.2211	4	61	JENSEN / BYRD CO	320 W RIVERSIDE AVE	Private Property	\$ 467,070.00	\$ 326.95
35184.2212	4	61	JENSEN BYRD CO	314 W RIVERSIDE AVE	Private Property	\$ 615,900.00	\$ 431.13
35184.2301	2	52	HILL, HILL & HILL LLC	405 W MAIN AVE HILL'S RESTAURANT	Private Property	\$ 699,450.00	\$ 769.40
35184.2302	2	53	BELLINGHAM CONDO INVESTMENTS LLC	115 N WASHINGTON ST JOCKEY CLUB BLDG	Private Property	\$ 1,008,050.00	\$ 1,108.86
35184.2303	2	52	ANNETTE SILVER	407 W MAIN AVE	Private Property	\$ 386,900.00	\$ 425.59
35184.2308	2	52	1889 BUILDING LLC	427 W MAIN AVE	Private Property	\$ 971,550.00	\$ 1,068.71
35184.2311	2	53	BURLESON ROAD INVESTMENTS LLC	416 W RIVERSIDE AVE USBANK BLDG	Private Property	\$ 499,350.00	\$ 549.29
35184.2315	2	53	BURLESON ROAD INVESTMENTS LLC	428 W RIVERSIDE AVE USBANK BLDG	Private Property	\$ 1,186,350.00	\$ 1,304.99
35184.2317	2	52	PBB INVESTMENTS LLC	419 W MAIN AVE	Private Property	\$ 1,378,450.00	\$ 1,516.30
35184.2407	1	47	RIVERSIDE 522 LLC	522 W RIVERSIDE AVE	Private Property	\$ 5,013,120.00	\$ 5,514.43
35184.2408	1	47	518 W RIVERSIDE PARTNERS LLC	518 W RIVERSIDE AVE	Private Property	\$ 956,000.00	\$ 1,051.60
35184.2409	1	47	SAPPHIRE 50 LLC	516 W RIVERSIDE AVE	Private Property	\$ 529,650.00	\$ 582.62
35184.2412	1	47	PARKADE INC	511 W MAIN AVE PARKADE PLAZA	Private Property	\$ 152,320.00	\$ 167.55
35184.2413	1	47	1953 BOX LLC	502 W RIVERSIDE AVE	Private Property	\$ 1,092,500.00	\$ 1,201.75
35184.2414	1	47	SURE WOULD LLC/1953 BOX LLC	112 N HOWARD ST	Private Property	\$ 67,480.00	\$ 90.00
35184.2415	1	47	SURE WOULD LLC	508 W RIVERSIDE AVE	Private Property	\$ 1,380,500.00	\$ 1,518.55
35184.2416	1	47	BOTZ/SCHOEDEL/ETAL	511 W MAIN AVE PARKADE PLAZA	Private Property	\$ 7,326,480.00	\$ 8,059.13

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35184.2501	1	41	MPL HOLDINGS, LLC	117 N HOWARD ST	Private Property	\$ 592,480.00	\$ 651.73
35184.2514	1	42	BKWSPOKANE LLC	618 W RIVERSIDE AVE	Private Property	\$ 8,964,400.00	\$ 9,860.84
35184.2511	1	41	THOMAS A STIRITZ	120 N WALL ST THE ONE TWENTY	Private Property	\$ 1,061,550.00	\$ 1,167.71
35184.2513	1	41	STG MAIN LLC	601 W MAIN AVE CHASE	Private Property	\$ 18,314,900.00	\$ 20,146.39
35184.2701	2	48	FERNWELL ASSOCIATES INC	501 W RIVERSIDE AVE FERNWELL BLDG	Private Property	\$ 3,594,390.00	\$ 3,953.83
35184.2703	2	48	JJM PROPERTIES	509 W RIVERSIDE AVE MOHAWK BLDG	Private Property	\$ 346,660.00	\$ 381.33
35184.2705	2	48	JJM PROPERTIES	516 W SPRAGUE AVE	Private Property	\$ 137,880.00	\$ 151.67
35184.2706	2	48	RIVERSIDE CENTRE LLC	518 W SPRAGUE AVE	Private Property	\$ 908,890.00	\$ 999.78
35184.2707	2	48	RIVERSIDE CENTRE LLC	2 N HOWARD ST	Private Property	\$ 310,420.00	\$ 341.46
35184.2708	2	48	JJM PROPERTIES	502 W SPRAGUE AVE	Private Property	\$ 566,050.00	\$ 622.66
35184.2709	2	48	JJM PROPERTIES	514 W SPRAGUE AVE	Private Property	\$ 122,980.00	\$ 135.28
35184.2710	2	48	JJM PROPERTIES	517 W RIVERSIDE AVE	Private Property	\$ 173,020.00	\$ 190.32
35184.2802	2	54	ARMSTRONG TRUST	402 W SPRAGUE AVE	Private Property	\$ 1,211,800.00	\$ 1,332.98
35184.2803	2	54	OLD NAT BK TRUST	416 W SPRAGUE AVE	Private Property	\$ 245,600.00	\$ 270.16
35184.2805	2	54	DIAMOND PARK INC	422 W SPRAGUE AVE	Private Property	\$ 374,000.00	\$ 411.40
35184.2806	2	54	DIAMOND PLAZA LLC	421 W RIVERSIDE AVE PAULSEN BLDG	Private Property	\$ 9,157,800.00	\$ 10,073.58
35184.2903	4	62	ERLING EIDE REV TRUST	319 W RIVERSIDE AVE	Private Property	\$ 1,866,730.00	\$ 1,306.71
35184.2904	4	62	MORIARTY, MARION	326 W SPRAGUE AVE	Private Property	\$ 308,990.00	\$ 216.29
35184.2905	4	62	331-335 W RIVERSIDE AVE LLC	331 W RIVERSIDE AVE	Private Property	\$ 154,400.00	\$ 108.08
35184.2906	4	62	JOEL & JON DIAMOND LLC	330 W SPRAGUE AVE	Private Property	\$ 154,640.00	\$ 108.25
35184.2907	4	62	DIAMOND PARK INC	4 N WASHINGTON ST	Private Property	\$ 371,630.00	\$ 260.14
35191.2001	2	49	SYMONS BUILDING LLC	9 S HOWARD ST	Private Property	\$ 1,374,500.00	\$ 1,511.95
35191.2101	2	55	B & H ENTERPRISES LLC #1	425 W SPRAGUE AVE	Private Property	\$ 684,740.00	\$ 753.21
35191.2102	2	55	B & H ENTERPRISES LLC #1	415 W SPRAGUE AVE	Private Property	\$ 364,000.00	\$ 400.40
35191.2103	2	55	B & H ENTERPRISES LLC #1	418 W 1ST AVE	Private Property	\$ 146,300.00	\$ 160.93
35191.2104	2	55	DIAMOND PARKING INC	401 W SPRAGUE AVE	Private Property	\$ 626,230.00	\$ 688.85
35191.2202	4	64	SPOKANE TEACHERS CREDIT UNION	333 W SPRAGUE AVE	Private Property	\$ 784,650.00	\$ 549.26
35191.2203	4	64	SDS WENATCHEE, LLC	319 W SPRAGUE AVE	Private Property	\$ 272,590.00	\$ 190.81
35191.2205	4	64	SDS WENATCHEE LLC	315 W SPRAGUE AVE	Private Property	\$ 373,080.00	\$ 261.16
35191.2207	4	64	DIAMOND FAMILY INVESTMENT	309 W SPRAGUE AVE	Private Property	\$ 133,500.00	\$ 93.45
35191.2208	4	64	LORRAINE LLC	308 W 1ST AVE LORRAINE BLDG	Private Property	\$ 990,280.00	\$ 693.20
35191.2211	4	64	SPOKANE TEACHERS CREDIT UNION	314 W 1ST AVE	Private Property	\$ 177,770.00	\$ 124.44
35191.2212	4	64	SPOKANE PARKING LOT LLC	303 W SPRAGUE AVE	Private Property	\$ 301,640.00	\$ 211.15
35191.2301	2	56	STEWART BUILDING LLC	427 W 1ST AVE	Private Property	\$ 406,790.00	\$ 447.47
35191.2302	2	56	INLAND EMPIRE PROPERTIES LLC	101 S STEVENS ST	Private Property	\$ 287,680.00	\$ 316.45
35191.2305	2	56	CHALARDSOONTORNVATEE, R	411 W 1ST AVE	Private Property	\$ 748,160.00	\$ 822.98
35191.2401	2	50	BLACK ENTERPRISES	521 W 1ST AVE	Private Property	\$ 1,609,500.00	\$ 1,770.45
35191.5521	2	50	KEMESA, LLC	119 S HOWARD ST	Private Property	\$ 529,780.00	\$ 582.76
35191.5518	2	45	BROOKS, KENNETH	123 S WALL ST ATRIUM BLDG	Private Property	\$ 531,390.00	\$ 584.53

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35192.0101	3	82	BUENA VISTA SPOKANE LLC	5 S CEDAR ST	Private Property	\$ 533,810.00	\$ 373.67
35192.0102	3	82	BUENA VISTA SPOKANE LLC	11 S CEDAR ST BUENA VISTA	Private Property	\$ 521,910.00	\$ 365.34
35192.0103	3	82	STULC PROPERTY INVESTMENTS LLC	1318 W 1ST AVE	Private Property	\$ 540,910.00	\$ 378.64
35192.0104	3	82	STULC PROPERTY INVESTMENTS LLC	1312 W 1ST AVE	Private Property	\$ 503,810.00	\$ 352.67
35192.0301	3	77	COWLES PUBLISHING CO	1125 W SPRAGUE AVE	Private Property	\$ 373,840.00	\$ 261.69
35192.0302	3	77	COWLES PUBLISHING CO	1103 W SPRAGUE AVE	Private Property	\$ 343,920.00	\$ 240.74
35192.0303	3	77	COWLES PUBLISHING CO	1108 W 1ST AVE	Private Property	\$ 164,120.00	\$ 114.88
35192.0401	2	8	NEW FOX THEATER LLC	ADDRESS UNKNOWN	Private Property	\$ 206,630.00	\$ 227.29
35192.0404	2	8	NEW FOX THEATER LLC	1001 W SPRAGUE AVE	Non-Profit	\$ 4,796,530.00	\$ 5,276.18
35192.0507	2	18	GVD COMMERCIAL PROPERTIES INC	901 W SPRAGUE AVE THE MET	Private Property	\$ 847,250.00	\$ 931.98
35192.0508	2	18	WESTERN UNITED LIFE ASSURANCE	902 W 1ST AVE WESTERN CENTER	Private Property	\$ 981,200.00	\$ 1,079.32
35192.0509	2	18	WESTERN UNITED LIFE ASSURANCE	929 W SPRAGUE AVE WESTERN CENTER	Private Property	\$ 4,826,700.00	\$ 5,309.37
35192.0708	2	37	WASHINGTON TRUST FINANCIAL CENTER	717 W SPRAGUE AVE	Private Property	\$ 18,453,000.00	\$ 20,298.30
35192.0803	2	38	PYROTEK INC	705 W 1ST AVE	Private Property	\$ 4,380,110.00	\$ 4,818.12
35192.0903	2	31	SPS INN LP	817 W 1ST AVE	Private Property	\$ 306,870.00	\$ 337.56
35192.1001	2	19	BARNETT PROPERTIES, INC.	927 W 1ST AVE	Private Property	\$ 168,140.00	\$ 184.95
35192.1002	2	19	BARNETT PROPERTIES, INC.	923 W 1ST AVE	Private Property	\$ 180,720.00	\$ 198.79
35192.1003	2	19	BARNETT PROPERTIES INC	917 W 1ST AVE	Private Property	\$ 356,800.00	\$ 392.48
35192.1004	2	19	BARNETT PROPERTIES, INC	911 W 1ST AVE	Private Property	\$ 372,980.00	\$ 410.28
35192.1005	2	19	GVD COMMERCIAL PROPERTIES, INC	909 W 1ST AVE	Private Property	\$ 728,890.00	\$ 801.78
35192.1101	2	9	NEW MADISON LLC	1021 W 1ST AVE MADISON APTS	Private Property	\$ 3,464,330.00	\$ 3,810.76
35192.1102	2	9	GVD PARTNERS LP	1017 W 1ST AVE	Private Property	\$ 655,200.00	\$ 720.72
35192.1103	2	9	GVD PARTNERS LP	1011 W 1ST AVE RAILSIDE CENTER	Private Property	\$ 647,270.00	\$ 712.00
35192.1201	3	78	YELLOW DOOR PROPERTIES LLC	115 S JEFFERSON ST NORMAN HOTEL	Private Property	\$ 687,680.00	\$ 481.38
35192.1202	3	78	YELLOW DOOR PROPERTIES LLC	1121 W 1ST AVE NORMAN HOTEL	Private Property	\$ 402,170.00	\$ 281.52
35192.1204	3	78	110 S MADISON REALTY LLC	110 S MADISON ST	Private Property	\$ 1,225,270.00	\$ 857.69
35192.1301	3	81	CGL PROPERTIES LLC	1229 W 1ST AVE	Private Property	\$ 326,310.00	\$ 228.42
35192.1302	3	81	MIKALSON, JOFREDA H	1223 W 1ST AVE	Private Property	\$ 102,600.00	\$ 90.00
35192.1303	3	81	MIKALSON, JOFREDA H	1217 W 1ST AVE	Private Property	\$ 420,990.00	\$ 294.69
35192.1401	3	83	ELDRIDGE BUILDING LLC	1319 W 1ST AVE ELDRIDGE BLDG	Private Property	\$ 962,350.00	\$ 673.65
35192.1402	3	83	ELDRIDGE BUILDING LLC	1313 W 1ST AVE	Private Property	\$ 106,100.00	\$ 90.00
35192.1403	3	83	CGL PROPERTIES LLC	1307 W 1ST AVE	Private Property	\$ 865,650.00	\$ 605.96
35183.0021	5	22	FALLS LLC	829 W BROADWAY AVE	Private Property	\$ 2,847,260.00	\$ 1,993.08
35183.1014	2	7	COWLES REAL ESTATE COMPANY	1023 W RIVERSIDE AVE	Private Property	\$ 2,068,350.00	\$ 2,275.19
35183.2207	3	6	MH2C, LLC	1225 W MAIN AVE	Private Property	\$ 50,000.00	\$ 90.00
35183.2208	3	6	MH2C, LLC	1229 W MAIN AVE	Private Property	\$ 50,000.00	\$ 90.00
35183.2209	3	6	MH2C, LLC	1227 W MAIN AVE	Private Property	\$ 58,100.00	\$ 90.00
35183.2210	3	6	MH2C, LLC	1213 W MAIN AVE	Private Property	\$ 112,400.00	\$ 90.00
35183.2211	3	6	MH2C, LLC	1223 W MAIN AVE	Private Property	\$ 133,300.00	\$ 93.31

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35183.2212	3	6	MH2C, LLC	1209 W MAIN AVE	Private Property	\$ 216,600.00	\$ 151.62
35183.2222	3	6	MH2C, LLC	1212 W RIVERSIDE AVE	Private Property	\$ 238,800.00	\$ 167.16
35183.2223	3	6	MH2C LLC	1208 W RIVERSIDE AVE	Private Property	\$ 153,000.00	\$ 107.10
35183.2229	3	6	MHC2 INVESTMENTS, LLC	1110 W RIVERSIDE AVE	Private Property	\$ 1,057,710.00	\$ 740.40
35183.2233	3	6	MH2C, LLC	1220 W RIVERSIDE AVE	Private Property	\$ 46,870.00	\$ 90.00
35192.1304	3	81	LEGION INVESTMENTS LLC	1209 W 1ST AVE	Private Property	\$ 715,120.00	\$ 500.58
35192.0901	2	30	SPS INN, L.P.	827 W 1ST AVE COURTYARD OFFICE CENTER	Private Property	\$ 1,780,930.00	\$ 1,959.02
35192.0902	2	30	SPS INN, L.P.	819 W 1ST AVE	Private Property	\$ 118,310.00	\$ 130.14
35192.0107	3	82	CITY OF SPOKANE	10 S ADAMS ST	Private Property	\$ 472,750.00	\$ 330.93
35192.1209	3	78	DANTECH LLC	1111 W 1ST AVE COMMERCIAL BUILDING	Private Property	\$ 1,738,800.00	\$ 1,217.16
35192.1210	3	78	110 S MADISON REALTY LLC	1118 W RAILROAD AVE	Private Property	\$ 25,000.00	\$ 90.00
35192.5336	2	38	124 S WALL STREET PARTNERS LLC	124 S WALL ST	Private Property	\$ 680,910.00	\$ 749.00
35184.2620	2	43	601 W RIVERSIDE LLC	601 W RIVERSIDE AVE BANK OF AMERICA FC	Private Property	\$ 38,244,600.00	\$ 42,069.06
35191.1907	2	44	HOWSER, MARTIN/KENNETH	601 W SPRAGUE AVE	Private Property	\$ 221,180.00	\$ 243.30
35183.0407	1	34	SCOT DAVID L.L.C.	718 W RIVERSIDE AVE 718 BLDG	Private Property	\$ 1,624,630.00	\$ 1,787.09
35185.4927	5	22	MORCA INVESTMENTS CO	621 W MALLON AVE, #102 FLOUR MILL CONDOS	Private Property	\$ 51,100.00	\$ 90.00
35183.0321	1	26	RIVER PARK SQUARE LLC	808 W MAIN AVE	Private Property	\$ 30,750,000.00	\$ 33,825.00
35183.0324	1	26	RIVER PARK SQUARE, LLC	808 W MAIN AVE	Private Property	\$ 10,378,370.00	\$ 11,416.21
35183.0325	1	26	RIVER PARK SQUARE LLC	706 W MAIN AVE	Private Property	\$ 1,373,350.00	\$ 1,510.69
35183.0508	2	36	SPOKANE TRANSIT AUTHORITY	9 N WALL ST STA PLAZA	Private Property	\$ 11,335,390.00	\$ 9,068.31
35183.0092	3	6	SPOKANE CLUB	1002 W RIVERSIDE AVE	Private Property	\$ 2,703,560.00	\$ 1,892.49
35184.0091	5	24	RIVEREDGE LLC	101 W NORTH RIVER DR RIVER'S EDGE BLDG	Private Property	\$ 2,766,700.00	\$ 1,936.69
35183.0320	1	26	RIVERPARK SQUARE LLC	777 W MAIN AVE RPS	Private Property	\$ 10,159,900.00	\$ 11,175.89
35183.0095	5	13	SCHMELZER, ALLEN D & JERI ANN	609 N MONROE ST	Private Property	\$ 140,760.00	\$ 98.53
35184.0920	4	69	221 WEST MAIN OFFICE BUILDING LLC	221 W MAIN AVE EDWARDS BLDG	Private Property	\$ 584,130.00	\$ 408.89
35184.0921	4	69	WEST MAIN OFFICE BUILDING LLC	225 W MAIN AVE EDWARDS BLDG	Private Property	\$ 584,130.00	\$ 408.89
35184.0919	4	71	LI, GANG/SHAO, JIN	224 W RIVERSIDE AVE	Private Property	\$ 878,000.00	\$ 614.60
35191.5511	2	56	EVERGREEN PARKING	119 S STEVENS ST	Private Property	\$ 1,060,190.00	\$ 1,166.21
35192.0205	3	80	KHQ INC	1201 W SPRAGUE AVE	Private Property	\$ 4,820,300.00	\$ 3,374.21
35184.0629	4	66	RAMOS PROPERTIES, LLC	245 W SPOKANE FALLS BLVD AZTECA	Private Property	\$ 806,650.00	\$ 564.66
35192.5327	3	81	PACIFIC PAK	124 S JEFFERSON ST	Private Property	\$ 113,680.00	\$ 90.00
35192.5328	3	81	PACIFIC PAK INC	1204 W RAILROAD AVE	Private Property	\$ 93,780.00	\$ 90.00
35192.5329	3	81	PACIFIC PAK INC	124 S JEFFERSON ST	Private Property	\$ 96,680.00	\$ 90.00
35192.5335	3	83	CGL PROPERTIES LLC	116 S ADAMS ST	Private Property	\$ 140,810.00	\$ 98.57
35192.0206	3	81	COWLES PUBLISHING CO	1201 W SPRAGUE AVE	Private Property	\$ 592,880.00	\$ 415.02
35184.0630	4	66	FRUCI FAMILY, LLC	259 W SPOKANE FALLS BLVD	Private Property	\$ 1,162,900.00	\$ 814.03
35184.0631	4	66	WESTERN MINE SERVICES, INC	223 N BROWN ST	Private Property	\$ 875,370.00	\$ 612.76
35184.0632	4	66	WESTERN MINE SERVICES, INC	216 W MAIN AVE	Private Property	\$ 510,550.00	\$ 357.39
35192.5322	2	19	CHANDLER, ROBERT K. & ANNA O.	118 S LINCOLN ST	Private Property	\$ 231,520.00	\$ 254.67

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35192.5323	2	19	VIC B. LINDEN	122 S LINCOLN ST	Private Property	\$ 92,280.00	\$ 101.51
35192.5330	2	31	STEAM PLANT SQUARE	126 S POST ST	Private Property	\$ 216,700.00	\$ 238.37
35192.5331	2	31	STEAM PLANT SQUARE	121 S LINCOLN ST	Private Property	\$ 217,270.00	\$ 239.00
35192.5324	2	19	121 MONROE LLC	121 S MONROE ST	Private Property	\$ 495,240.00	\$ 544.76
35185.4928	5	22	MORCA INVESTMENTS CO	621 W MALLON AVE, #UNIT 234 FLOUR MILL CONDOS	Private Property	\$ 3,635,250.00	\$ 2,544.68
35183.0615	2	29	RIVERSIDE AND POST LLC	801 W RIVERSIDE AVE	Private Property	\$ 4,083,100.00	\$ 4,491.41
35183.2235	3	6	HEYLMAN PROPERTIES	112 N WRIGHT ST	Private Property	\$ 25,990.00	\$ 90.00
35183.2241	3	6	HEYLMAN PROPERTIES	124 N WRIGHT ST	Private Property	\$ 132,580.00	\$ 92.81
35183.2243	3	6	HEYLMAN PROPERTIES	0 UNKNOWN	Private Property	\$ 113,400.00	\$ 90.00
35183.2225	3	6	RIVERFALL TOWER DEVELOPMENT	1301 W MAIN AVE	Private Property	\$ 41,250.00	\$ 90.00
35183.2224	3	6	MH2C, LLC	UNKNOWN	Private Property	\$ 171,600.00	\$ 120.12
35184.0025	5	24	RED LION HOTELS CORPORATION	201 W NORTH RIVER DR RLH BLDG	Private Property	\$ 815,360.00	\$ 570.75
35191.0014	2	56	BNSF RAILROAD	UNKNOWN	Private Property	\$ 1,603,540.00	\$ 1,763.89
35191.0012	2	56	DIAMOND PARK INC	331 W 1ST AVE	Private Property	\$ 480,260.00	\$ 528.29
35192.5337	3	83	ELDRIDGE BUILDING LLC	121 S CEDAR ST	Private Property	\$ 81,830.00	\$ 90.00
35192.5333	3	78	BARTON PROPERTIES, LLC	119 S JEFFERSON ST	Private Property	\$ 700,800.00	\$ 490.56
35191.0015	2	56	CITY OF SPOKANE	221 W 1ST AVE	Government	\$ 1,584,730.00	\$ 1,267.78
35191.0016	2	56	CITY OF SPOKANE	221 W 1ST AVE	Government	\$ 1,592,000.00	\$ 1,273.60
35183.2234	3	6	HEYLMAN, WC	1224 W RIVERSIDE AVE	Private Property	\$ 9,161,830.00	\$ 6,413.28
35191.5523	2	50	WASHINGTON TRUST BANK	124 S STEVENS ST RIDPATH	Private Property	\$ 264,230.00	\$ 290.65
35192.5350	2	9	GVD PARTNERS LP	121 S MADISON ST	Private Property	\$ 75,170.00	\$ 90.00
35192.5354	2	9	EVESHAM LLC	122 S MONROE ST ELECTRIC BUILDING	Private Property	\$ 671,120.00	\$ 738.23
35181.0042	5	22	BUSINESS BUILDING LLC	607 W MALLON AVE	Private Property	\$ 248,640.00	\$ 174.05
35184.2310	2	53	BURLESON ROAD INVESTMENTS LLC	422 W RIVERSIDE AVE USBANK BLDG	Private Property	\$ 17,166,100.00	\$ 18,882.71
35185.4923	5	22	MORCA INVESTMENTS CO	621 W MALLON AVE, #UNIT 100 FLOUR MILL CONDOS	Private Property	\$ 28,250.00	\$ 90.00
35185.4901	5	22	MORCA INVESTMENTS CO	621 W MALLON AVE, #UNIT 101 FLOUR MILL CONDOS	Private Property	\$ 443,780.00	\$ 310.65
35185.4921	5	22	FLOUR MILL BLDG CONDO ASSOC	621 W MALLON AVE, #UNIT 21 FLOUR MILL CONDOS	Private Property	\$ 27,200.00	\$ 90.00
35185.4924	5	22	OFFICE SPACE LLC	621 W MALLON AVE, #UNIT 501 FLOUR MILL CONDOS	Private Property	\$ 20,290.00	\$ 90.00
35185.4925	5	22	OFFICE SPACE LLC	621 W MALLON AVE, #UNIT 502 FLOUR MILL CONDOS	Private Property	\$ 26,730.00	\$ 90.00
35185.4908	5	22	O'BRIEN, TIMOTHY & RANDI K	621 W MALLON AVE, #UNIT 503 FLOUR MILL CONDOS	Private Property	\$ 44,750.00	\$ 90.00
35185.4909	5	22	LKG PROPERTIES	621 W MALLON AVE, #UNIT 505 FLOUR MILL CONDOS	Private Property	\$ 56,580.00	\$ 90.00
35185.4910	5	22	MAYKEN SPOKANE LLC	621 W MALLON AVE, #UNIT 507 FLOUR MILL CONDOS	Private Property	\$ 31,310.00	\$ 90.00
35185.4911	5	22	WJL LLC	621 W MALLON AVE, #UNIT 509 FLOUR MILL CONDOS	Private Property	\$ 209,430.00	\$ 146.60
35185.4926	5	22	MAYKEN SPOKANE LLC	621 W MALLON AVE, #UNIT 514 FLOUR MILL CONDOS	Private Property	\$ 34,340.00	\$ 90.00
35185.4912	5	22	MAYKEN SPOKANE LLC	621 W MALLON AVE, #UNIT 515 FLOUR MILL CONDOS	Private Property	\$ 43,750.00	\$ 90.00
35185.4913	5	22	JACKSON, CASEY	621 W MALLON AVE, #UNIT 600 FLOUR MILL CONDOS	Private Property	\$ 162,860.00	\$ 114.00
35185.4914	5	22	HARLAND, BRADLEY D & JODI L	621 W MALLON AVE, #UNIT 601 FLOUR MILL CONDOS	Private Property	\$ 93,670.00	\$ 90.00
35185.4915	5	22	DOWNTOWNDIGS LLC	621 W MALLON AVE, #603 FLOUR MILL CONDOS	Private Property	\$ 168,370.00	\$ 117.86
35185.4916	5	22	HARLAND, BRADLEY D & JODI L	621 W MALLON AVE, #UNIT 606 FLOUR MILL CONDOS	Private Property	\$ 69,740.00	\$ 90.00

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35185.4917	5	22	DON L KELLEY / JERYL PHILLIPS - JTWROS	621 W MALLON AVE, #UNIT 607 FLOUR MILL CONDOS	Private Property	\$ 121,550.00	\$ 90.00
35185.4918	5	22	MURRAY, SCOTT M & KAYCEE	621 W MALLON AVE, #UNIT 608 FLOUR MILL CONDOS	Private Property	\$ 95,160.00	\$ 90.00
35185.4920	5	22	MENA, PAUL A F	621 W MALLON AVE, #UNIT 610 FLOUR MILL CONDOS	Private Property	\$ 46,080.00	\$ 90.00
35183.2502	1	27	CPC DEVELOPMENT COMPANY	825 W MAIN AVE W 809 BLDG	Private Property	\$ 1,838,300.00	\$ 2,022.13
35183.2503	1	27	CPC DEVELOPMENT COMPANY	825 W MAIN AVE W 809 BLDG	Private Property	\$ 2,644,690.00	\$ 2,909.16
35192.5355	2	9	GVD PARTNERS LP	1020 W RAILROAD AVE RAILSIDE CENTER	Private Property	\$ 83,340.00	\$ 91.67
35192.5357	2	9	EVESHAM LLC	1012 W RAILROAD AVE RAILSIDE CENTER	Private Property	\$ 531,070.00	\$ 584.18
35185.4919	5	22	MENA, PAUL A F	621 W MALLON AVE, #UNIT 609 FLOUR MILL CONDOS	Private Property	\$ 47,520.00	\$ 90.00
35191.2505	2	45	INLAND NORTHWEST HEALTH SERVICES	UNKNOWN	Private Property	\$ 4,023,710.00	\$ 4,426.08
35191.2403	2	49	WASHINGTON TRUST BANK	501 W 1ST AVE	Private Property	\$ 2,555,360.00	\$ 2,810.90
35191.5524	2	49	WASHINGTON TRUST BANK	118 S STEVENS ST	Private Property	\$ 196,230.00	\$ 215.85
35191.5517	2	45	KENNETH W BROOKS TRUST	121 S WALL ST ATRIUM BLDG	Private Property	\$ 200,290.00	\$ 220.32
35184.2309	2	52	BESPIN HOLDINGS LLC	118 N STEVENS ST 118 BUILDING	Private Property	\$ 1,082,500.00	\$ 1,190.75
35183.1224	3	79	1203 PROPERTIES LLP	1203 W RIVERSIDE AVE	Private Property	\$ 2,178,820.00	\$ 1,525.17
35184.1216	4	72	RICHMOND & BICKETT LLC	228 W SPRAGUE AVE	Private Property	\$ 440,890.00	\$ 308.62
35184.1201	4	72	201 RIVERSIDE LLC	201 W RIVERSIDE AVE HAVERMALE PARK	Private Property	\$ 471,690.00	\$ 330.18
35183.0616	2	29	GENESEE BLOCK LLC	821 W RIVERSIDE AVE	Private Property	\$ 438,300.00	\$ 482.13
35184.0925	4	69	CITY OF SPOKANE	207 W MAIN AVE	Government	\$ 159,750.00	\$ 95.85
35184.0926	4	69	CITY OF SPOKANE	201 W MAIN AVE	Government	\$ 472,850.00	\$ 283.71
35184.3207	2	52	THE 415 MAIN	415 W MAIN AVE	Private Property	\$ -	\$ -
35183.3304	1	34	CRESCENT BUILDING CONDOMINIUM OWNERS ASSOC	719 W MAIN AVE	Private Property	\$ -	\$ -
							\$ 547,900.80

Downtown Improvement District Tenant Assessment Roll



Zone	Block	Business Name	Business/Property Address	Description	Units	Value	Total Assessment
2	51	ALSC Architects	203 N Washington, #400 Liberty Bldg	Office Upper	14,707	\$ 1,176.56	\$ 1,176.56
4	64	Jaime Johnson Events	335 W Sprague Ave, #121 Hutton Bldg	Retail Ground	340	\$ 90.00	\$ 90.00
5	24	Umpqua Bank	111 W North River Dr, #206 River's Edge Bldg	Office Upper	5,009	\$ 350.63	\$ 350.63
2	51	Ampco Parking	Spokane Falls Blvd & Stevens St	Commercial Parking	151	\$ 377.50	\$ 377.50
4	59	Diamond Parking	311 W Main Ave	Commercial Parking	101	\$ 202.00	\$ 202.00
2	54	Cadable	421 W Riverside Ave, #902 Paulsen Center	Office Upper	1,218	\$ 97.44	\$ 97.44
4	59	Express Employment Professionals	331 W Main Ave	Office Upper	276	\$ 19.32	
				Office Ground	1,200	\$ 108.00	\$ 127.32
2	51	Auntie's Bookstore	402 W Main Ave, #1st Fl Liberty Bldg	Retail Ground	8,159	\$ 979.08	\$ 979.08
3	85	Automotive Jobber Supply	125 S Walnut St	Retail Ground	900	\$ 90.00	
				Office Ground	16,000	\$ 1,440.00	\$ 1,530.00
2	50	Bozzi Media	107 S Howard St, #205 Tomlinson Black Building	Office Upper	2,688	\$ 215.04	\$ 215.04
2	43	BDO USA LLP	601 W Riverside Ave, #900 Bank Of America FC	Office Upper	9,446	\$ 755.68	\$ 755.68
1	34	Hi-Tek Nails	707 W Main Ave, #B7 Crescent Court	Retail Skywalk	1,921	\$ 422.62	\$ 422.62
2	29	Nudo	818 W Sprague Ave Mystery Bldg	Retail Ground	2,000	\$ 240.00	\$ 240.00
5	22	Queen of Sheba	621 W Mallon Ave, #426 Flour Mill	Retail Ground	1,009	\$ 100.90	\$ 100.90
1	26	Bloem- Chocolates, Flowers, Paperie	808 W Main Ave, #237 RPS	Retail Skywalk	1,843	\$ 405.46	\$ 405.46
5	22	Axtell & Briggs PLLC	621 W Mallon Ave, #509 Flour Mill	Office Upper	2,257	\$ 157.99	\$ 157.99
2	54	Daily Grind Downtown	421 W Riverside Ave, #207 Paulsen Center	Retail Skywalk	840	\$ 100.80	\$ 100.80
2	52	Nectar Catering and Events	120 N Stevens St	Retail Basement	600	\$ 48.00	
				Retail Ground	1,800	\$ 216.00	\$ 264.00
3	82	Buena Vista Apts	11 S Cedar St Buena Vista	Apartments	41	\$ 123.00	\$ 123.00
2	09	Studio Called Make	122 S Monroe St, #204 Railside Center	Office Upper	1,800	\$ 144.00	\$ 144.00
4	64	NW Investment Advisors	9 S Washington St, #210 Hutton Bldg	Office Upper	1,400	\$ 98.00	\$ 98.00
2	54	Steven A. Meek Architects	421 W Riverside Ave, #412 Paulsen Center	Office Upper	2,430	\$ 194.40	\$ 194.40
2	19	Carr Electric Sales	919 W 1st Ave	Retail Ground	2,723	\$ 326.76	
				Office Upper	1,000	\$ 80.00	\$ 406.76
2	54	The Levy Law Firm PLLC	421 W Riverside Ave, #381 Paulsen Center	Office Upper	305	\$ 90.00	\$ 90.00
2	44	Rainbow Connection Daycare	621 W Sprague Ave.	Office Ground	6,128	\$ 674.08	\$ 674.08
2	55	Satellite Diner and Lounge	425 W Sprague Ave	Retail Ground	4,400	\$ 528.00	\$ 528.00
2	55	Spokane City Ramp LLC	430 W 1st Ave	Commercial Parking	225	\$ 562.50	\$ 562.50
5	22	Clinkerdagger	621 W Mallon Ave, #404 Flour Mill	Retail Ground	8,262	\$ 826.20	\$ 826.20
1	46	Coeur d'Alene Plaza Apts.	228 N Howard St, #300	Apartments	64	\$ 256.00	\$ 256.00
1	41	Washington Trust Bank Home Loans	601 W Main Ave, #1400 Chase	Office Upper	10,556	\$ 950.04	\$ 950.04
4	72	Lions Lair	205 W Riverside Ave Havermale Park	Retail Ground	1,400	\$ 140.00	\$ 140.00
2	43	Merrill Lynch, Pierce, Fenner & Smith Inc	601 W Riverside Ave, #300 Bank Of America FC	Office Upper	18,477	\$ 1,478.16	\$ 1,478.16
2	36	USA Heart Inc	10 N Post St, #642 & 644 Peyton Bldg	Office Upper	1,104	\$ 90.00	\$ 90.00
2	45	Conrad C Lysiak PS	601 W 1st Ave, #903 Wells Fargo FC	Office Upper	1,727	\$ 138.16	\$ 138.16

Downtown Improvement District Tenant Assessment Roll



2	43	New York Life Insurance	601 W Riverside Ave, #1600 Bank Of America FC	Office Upper	10,308	\$	824.64	\$	824.64
5	22	XS Wholesale Jewelers	621 W Mallon Ave, #422 Flour Mill	Retail Ground	600	\$	90.00	\$	90.00
2	17	CH2M Hill Inc	999 W Riverside Ave, #500	Office Upper	6,222	\$	497.76	\$	497.76
2	17	Terra Blanca Winery	926 W Sprague Ave, #101 Chronicle Bldg	Retail Ground	1,737	\$	208.44	\$	208.44
3	77	Cowles Publishing Co.	1103 W Sprague Ave.	Office Ground	9,715	\$	874.35	\$	874.35
2	7	Cowles Publishing Co.	1010 W Sprague Ave	Commercial Parking	276	\$	690.00	\$	690.00
5	22	American Fidelity Assurance	621 W Mallon Ave, #301 Flour Mill	Office Ground	1,279	\$	115.11	\$	115.11
2	54	Republic Services Regional Disposal	421 W Riverside Ave, #1040 Paulsen Center	Office Upper	645	\$	90.00	\$	90.00
5	22	Clinkerdagger	621 W Mallon Ave, #401 & #201 Flour Mill	Retail Ground	407	\$	40.70		
				Retail Ground	707	\$	70.70	\$	111.40
2	43	Crickets Deli	601 W Riverside Ave, #210 Bank Of America FC	Retail Skywalk	2,465	\$	295.80	\$	295.80
4	69	Cruz Custom Boots	209 W Main Ave	Retail Ground	120	\$	90.00	\$	90.00
1	28	Moloney & O'Neill / Corkery & Jones Benefits	818 W Riverside Ave, #650 Lincoln Plaza	Office Upper	4,536	\$	408.24	\$	408.24
1	41	RBC Capital Markets Corporation	601 W Main Ave, #1215 Chase	Office Upper	4,631	\$	416.79	\$	416.79
2	54	Action Coach	421 W Riverside Ave, #1015 Paulsen Center	Office Upper	714	\$	90.00	\$	90.00
4	62	Dania Furniture	319 W Riverside Ave	Retail Ground	12,800	\$	1,280.00		
				Retail Ground	42,200	\$	4,220.00	\$	5,500.00
1	39	Wheatland Bank	222 N Wall St, #308 Wheatland FC	Office Upper	11,714	\$	1,054.26	\$	1,054.26
2	53	Asset Planning & Management	422 W Riverside Ave, #722 USBank Bldg	Office Upper	2,397	\$	191.76	\$	191.76
5	24	WIPFLI LLP	201 W North River Dr, #400 RLH Bldg	Office Upper	1,089	\$	76.23		
				Office Upper	6,163	\$	431.41	\$	507.64
1	41	Delay, Curran, Thompson & Pontarolo	601 W Main Ave, #1212 Chase	Office Upper	3,295	\$	296.55	\$	296.55
2	19	GVD Commercial Properties	909 W 1st Ave, #B	Retail Upper	2,000	\$	160.00	\$	160.00
5	22	Republic Parking	620 W Mallon Ave	Commercial Parking	211	\$	422.00	\$	422.00
4	66	Diamond Parking 2220	235 W Spokane Falls Blvd	Commercial Parking	190	\$	380.00	\$	380.00
3	79	NAC Architecture	1208 W Sprague Ave	Commercial Parking	42	\$	90.00	\$	90.00
2	31	Diamond Parking 2235	126 S Post St	Commercial Parking	150	\$	375.00	\$	375.00
5	13	Diamond Parking	709-711 N Lincoln St	Commercial Parking	130	\$	260.00	\$	260.00
1	46	Chronic Tacos	524 W Main Ave Bennett Block	Retail Ground	2,048	\$	450.56	\$	450.56
1	34	Travelers Property Casulty	707 W Main Ave, #703 Crescent Court	Exempt	3,094	\$	-	\$	-
1	47	Dodson's Jewelers	516 W Riverside Ave	Retail Ground	3,400	\$	748.00	\$	748.00
2	37	Domini Sandwiches Inc	703 W Sprague Ave WTFC	Retail Ground	1,742	\$	209.04	\$	209.04
2	54	Gregory J Workland	421 W Riverside Ave, #673 Paulsen Center	Office Upper	451	\$	90.00	\$	90.00
2	45	Donald Trail Architect	123 S Wall St, Atrium Bldg	Office Ground	350	\$	90.00	\$	90.00
2	45	Roen Associates Inc	121 S Wall St, Atrium Bldg	Office Upper	1,250	\$	100.00		
				Office Ground	2,500	\$	275.00		
				Office Upper	3,090	\$	247.20	\$	622.20
2	53	Mike Wren / Chris Brandkamp	422 W Riverside Ave, #909 USBank Bldg	Office Upper	883	\$	90.00	\$	90.00
2	54	Murray, Smith & Associates	421 W Riverside Ave, #762 Paulsen Center	Office Upper	1,462	\$	116.96	\$	116.96
2	54	Parke Gordon, LLC	421 W Riverside Ave, #1050 Paulsen Center	Office Upper	340	\$	90.00	\$	90.00

Downtown Improvement District Tenant Assessment Roll



2	29	Patit Creek Cellars	822 W Sprague Ave Michael Bldg	Retail Ground	1,543	\$ 185.16	\$ 185.16
2	54	Downtown Dental	421 W Riverside Ave, #810 Paulsen Center	Office Upper	1,725	\$ 138.00	
				Office Upper	295	\$ 23.60	\$ 161.60
2	54	JMK & Associates	421 W Riverside Ave, #524 Paulsen Center	Office Upper	2,311	\$ 184.88	\$ 184.88
2	54	Rushall, Reitol & Randall	421 W Riverside Ave, #864 Paulsen Center	Office Upper	378	\$ 90.00	\$ 90.00
5	3	Dresden Group LLC	707 N Monroe St	Apartments	28	\$ 90.00	\$ 90.00
2	54	Patrick Downey Attorney at Law	421 W Riverside Ave, #275B Paulsen Center	Office Upper	190	\$ 90.00	\$ 90.00
2	52	Madeleine's	415 W Main Ave, #103	Retail Ground	3,046	\$ 365.52	\$ 365.52
4	64	STCU - Investment Services	9 S Washington St, #105 Hutton Bldg	Exempt	900	\$ -	\$ -
3	79	Myrtle Apartments	1214 W Sprague Ave	Apartments	18	\$ 90.00	\$ 90.00
1	32	John F Kapek	221 N Wall St, #438 Old City Hall	Office Upper	853	\$ 90.00	\$ 90.00
2	52	Hills' Restaurant and Lounge	401 W Main Ave	Retail Ground	5,400	\$ 648.00	\$ 648.00
4	64	Anastasi Moore & Martin LLC	9 S Washington St, #600 Hutton Bldg	Office Upper	8,600	\$ 602.00	\$ 602.00
1	28	Dorendorf & Associates PS	818 W Riverside Ave, #620 Lincoln Plaza	Office Upper	1,626	\$ 146.34	\$ 146.34
2	54	Nalco Chemical Company	421 W Riverside Ave, #770 Paulsen Center	Office Upper	459	\$ 36.72	
				Office Upper	1,316	\$ 105.28	\$ 142.00
2	54	Cameron Sutherland, PLLC	421 W Riverside Ave, #660 Paulsen Center	Office Upper	1,212	\$ 96.96	\$ 96.96
2	53	Erickson's Optical Labs Inc - Eye Clinic	422 W Riverside Ave, #730 USBank Bldg	Office Upper	1,369	\$ 109.52	\$ 109.52
2	54	Law Office of Charles V. Carroll	421 W Riverside Ave, #960 Paulsen Center	Office Upper	3,081	\$ 246.48	\$ 246.48
2	45	Europa Restaurant & Bakery	125 S Wall St Atrium Bldg	Retail Ground	4,006	\$ 480.72	\$ 480.72
1	28	Evans, Craven & Lackie PS	818 W Riverside Ave, #250 Lincoln Plaza	Office Upper	9,613	\$ 865.17	\$ 865.17
3	79	WS Property Management Parking	1218 W Sprague Ave	Commercial Parking	25	\$ 90.00	\$ 90.00
4	59	The Eye Care Team	126 N Washington St, #A Orsi Bldg	Retail Ground	4,500	\$ 450.00	\$ 450.00
4	61	Bohrnsen Smith Stocker Luciani PLLC	312 W Riverside Ave Morgan	Office Upper	1,675	\$ 117.25	\$ 117.25
1	28	Corkery & Jones Benefits, Inc	818 W Riverside Ave, #100 Lincoln Plaza	Office Ground	2,700	\$ 324.00	\$ 324.00
2	54	Paulsen Center Management / West & Wheeler	421 W Riverside Ave, #204 Paulsen Center	Office Skywalk	1,421	\$ 156.31	\$ 156.31
3	81	4 Degrees Realty	1209 W 1st Ave	Office Ground	3,600	\$ 324.00	\$ 324.00
2	54	Gobel Law Office PLLC	421 W Riverside Ave, #906 Paulsen Center	Exempt	380	\$ -	\$ -
2	54	Feltman, Gebhart & Greer PS	421 W Riverside Ave, #1600 Paulsen Center	Office Upper	400	\$ 32.00	
				Office Upper	4,855	\$ 388.40	\$ 420.40
2	48	Fernwell Executive Suites	505 W Riverside Ave, #500 Fernwell Bldg	Office Upper	9,058	\$ 724.64	\$ 724.64
1	41	Fireman's Fund Insurance Co	601 W Main Ave, #1010 Chase	Office Upper	6,107	\$ 549.63	
				Office Upper	1,069	\$ 96.21	
				Office Upper	748	\$ 67.32	\$ 713.16
1	47	WEB Properties	522 W Riverside Ave, #6th Floor Fidelity Bldg	Office Upper	2,580	\$ 232.20	\$ 232.20
5	24	McGann Corp (Arby's)	201 W North River Dr, #360 RLH Bldg	Office Upper	1,228	\$ 90.00	\$ 90.00
3	83	Rocket Bakery	1325 W 1st Ave, #101 Eldridge Bldg	Retail Ground	2,500	\$ 250.00	\$ 250.00
3	6	Dellwo Roberts & Scanlon PS	1124 W Riverside Ave, #310 North Coast Plaza Bldg	Office Upper	1,870	\$ 130.90	\$ 130.90
1	41	Loran Graham Company	601 W Main Ave, #1015 Chase	Office Upper	1,215	\$ 109.35	\$ 109.35
5	24	McLean Immigration Law PLLC	201 W North River Dr, #370 RLH Bldg	Office Upper	605	\$ 90.00	\$ 90.00

Downtown Improvement District Tenant Assessment Roll



1	32	Northwest Loan Center	221 N Wall St, #615 Old City Hall	Office Upper	1,086	\$ 97.74	\$ 97.74
4	63	Glen Dow	311 W Riverside Ave	Retail Ground	1,400	\$ 140.00	\$ 140.00
4	62	Glen Dow Hair Academy	309 W Riverside Ave	Retail Ground	5,000	\$ 500.00	\$ 500.00
2	43	RW Baird	601 W Riverside Ave, #1940 Bank Of America FC	Office Upper	1,180	\$ 94.40	
2				Office Upper	4,846	\$ 387.68	\$ 482.08
5	4	Golden Rule Brake Service	625 N Monroe St	Retail Ground	1,856	\$ 185.60	\$ 185.60
5	24	Turner, Stoeve & Gagliardi PS	201 W North River Dr, #190 RLH Bldg	Office Ground	2,431	\$ 218.79	\$ 218.79
5	24	RL Spokane LLC	303 W North River Dr	Hotels & Motels	402	\$ 8,040.00	\$ 8,040.00
2	54	Goodyear Shoe Repair	414 W Sprague Ave	Retail Ground	840	\$ 100.80	\$ 100.80
2	29	Fire Artisan Pizza	816 W Sprague Ave Mystery Bldg	Retail Ground	2,000	\$ 240.00	\$ 240.00
2	54	Terrence Dunne & Associates	421 W Riverside Ave, #610 Paulsen Center	Office Upper	1,279	\$ 102.32	\$ 102.32
1	28	Goodale & Barbieri Company	818 W Riverside Ave, #300 Lincoln Plaza	Office Upper	2,067	\$ 186.03	\$ 186.03
2	54	Chicken-N-Mo: Southern Style Cookin'	414 1/2 W Sprague Ave	Retail Ground	789	\$ 94.68	\$ 94.68
1	32	Holland McBurns, LLC	221 N Wall St, #624 Old City Hall	Exempt	5,241	\$ -	\$ -
3	83	Carnegie Nail Design	1317 W 1st Ave Eldridge Bldg	Retail Ground	501	\$ 90.00	\$ 90.00
2	54	Mikes Mobile Shoe Shine	421 W Riverside Ave, #203 Paulsen Center	Retail Skywalk	322	\$ 90.00	\$ 90.00
2	9	Echo Boutique	1033 W 1st Ave	Retail Ground	1,940	\$ 232.80	\$ 232.80
1	47	Heylman Martin Architects	100 N Parkade Plaza	Office Ground	928	\$ 111.36	\$ 111.36
1	34	Trinity Management Office	707 W Main Ave, #B6 Crescent Court	Office Skywalk	1,458	\$ 174.96	\$ 174.96
4	72	High Nooner	237 W Riverside Ave Albert Building	Retail Ground	2,500	\$ 250.00	\$ 250.00
5	22	The Chocolate Apothecary	621 W Mallon Ave, #419 Flour Mill	Retail Ground	1,088	\$ 108.80	\$ 108.80
3	85	Two Women Vintage Goods	112 S Cedar St Grand Coulee Bldg	Retail Ground	1,200	\$ 120.00	
				Retail Ground	1,400	\$ 140.00	\$ 260.00
2	52	Johnston Engineering	120 N Stevens St, #200	Office Upper	3,000	\$ 240.00	\$ 240.00
2	54	Inland Northwest Bank	421 W Riverside Ave, #113, 772 Paulsen Center	Office Ground	16,672	\$ 1,833.92	
				Office Upper	459	\$ 36.72	
				Office Upper	1,795	\$ 143.60	\$ 2,014.24
3	84	Integrus Architecture	10 S Cedar St	Office Upper	7,510	\$ 525.70	
				Office Ground	8,333	\$ 749.97	\$ 1,275.67
5	12	Interior Development East Ltd	921 W Broadway Ave, #100 Broadway Bldg	Retail Ground	150	\$ 90.00	\$ 90.00
2	53	Northwest Open Access Network	422 W Riverside Ave, #408 USBank Bldg	Office Upper	10,960	\$ 876.80	
				Office Upper	720	\$ 57.60	\$ 934.40
2	54	Legacy Capital Management Inc	421 W Riverside Ave, #330 Paulsen Center	Office Upper	884	\$ 90.00	\$ 90.00
4	64	CMC Tire Inc	9 S Washington St, #301 Hutton Bldg	Office Upper	2,937	\$ 205.59	\$ 205.59
2	54	Daley Management	421 W Riverside Ave, #470 Paulsen Center	Office Upper	700	\$ 90.00	\$ 90.00
4	61	Jensen Distribution Services	314 W Riverside Ave	Office Ground	17,000	\$ 1,530.00	\$ 1,530.00
2	49	Jimmy Z's Gastropub & Red Room Lounge	521 W Sprague Ave Symons Bldg	Retail Ground	5,639	\$ 676.68	\$ 676.68
2	29	Hotel Lusso	808 W Sprague Ave	Hotels & Motels	48	\$ 960.00	\$ 960.00
5	24	Kelly Services Inc.	201 W North River Dr, #210 RLH Bldg	Office Upper	1,451	\$ 101.57	\$ 101.57

Downtown Improvement District Tenant Assessment Roll



2	50	Kershaw's Inc.	119 S Howard St	Office Ground	10,000	\$ 1,100.00	
				Office Upper	10,000	\$ 800.00	\$ 1,900.00
1	41	Kiemle & Hagood Company	601 W Main Ave, #400 Chase	Office Upper	10,556	\$ 950.04	\$ 950.04
2	36	Fusion Business Finance, Inc	10 N Post St, #615 Peyton Bldg	Office Upper	1,259	\$ 100.72	\$ 100.72
2	54	Ameriprise Financial Services Inc	421 W Riverside Ave, #300 Paulsen Center	Office Upper	934	\$ 90.00	\$ 90.00
2	54	Charles T Conrad PS	421 W Riverside Ave, #725 Paulsen Center	Office Upper	927	\$ 90.00	\$ 90.00
2	54	Lucky's Irish Pub	408 W Sprague Ave	Retail Ground	1,250	\$ 150.00	\$ 150.00
3	6	Break Through Inc	1124 W Riverside Ave, #200 North Coast Plaza Bldg	Office Upper	1,462	\$ 102.34	\$ 102.34
3	85	Lee Frame Shop	1407 W 1st Ave Grand Coulee Bldg	Retail Ground	1,317	\$ 131.70	\$ 131.70
2	43	CliftonLarsonAllen LLP	601 W Riverside Ave, #700 Bank Of America FC	Office Upper	17,086	\$ 1,366.88	\$ 1,366.88
1	34	Studio Capelli	707 W Main Ave, #B9 Crescent Court	Retail Skywalk	1,280	\$ 281.60	\$ 281.60
2	54	State Rep. Marcus Ricelli	421 W Riverside Ave, #317 Paulsen Center	Exempt	370	\$ -	\$ -
4	61	Italian Kitchen	113 N Bernard St	Retail Ground	2,200	\$ 220.00	\$ 220.00
2	37	Lukis & Annis Law Offices	717 W Sprague Ave, #1600 WTFC	Office Upper	17,267	\$ 1,381.36	\$ 1,381.36
2	54	Pinnacle Northwest	412 W Sprague Ave	Retail Ground	840	\$ 100.80	\$ 100.80
1	33	Rocket Bakery	207 N Wall St Saad Bldg	Retail Ground	250	\$ 90.00	
				Retail Upper	250	\$ 90.00	\$ 90.00
2	29	Yuppy Puppy	830 W Sprague Ave Michael Bldg	Retail Ground	1,895	\$ 227.40	\$ 227.40
5	22	Marguerite's Nail Boutique	621 W Mallon Ave, #417 Flour Mill	Retail Ground	610	\$ 90.00	\$ 90.00
2	54	Essential Massage LLC	421 W Riverside Ave, #711 Paulsen Center	Office Upper	690	\$ 90.00	\$ 90.00
2	36	Joseph L Schmitz	10 N Post St, #610 Peyton Bldg	Office Upper	178	\$ 14.24	
				Office Upper	1,500	\$ 120.00	\$ 134.24
2	48	Elizabeth George Paralegal LLC	505 W Riverside Ave, #200 Fernwell Bldg	Office Upper	1,719	\$ 137.52	\$ 137.52
2	29	24 Taps	825 W Riverside Ave.	Retail Ground	4,775	\$ 573.00	\$ 573.00
2	43	Moss Adams LLP	601 W Riverside Ave, #1800 Bank Of America FC	Office Upper	15,132	\$ 1,210.56	
				Office Upper	7,600	\$ 608.00	\$ 1,818.56
5	24	Integra Telecom Inc	201 W North River Dr, #380 RLH Bldg	Office Upper	2,812	\$ 196.84	\$ 196.84
2	53	MCI Worldcom	422 W Riverside Ave, #1404 USBank Bldg	Exempt	335	\$ -	\$ -
1	47	Nystrom & Olson Architecture	502 W Riverside Ave, #200 Cutter Tower	Retail Skywalk	1,800	\$ 396.00	\$ 396.00
5	24	Mutual of Enumclaw	201 W North River Dr, #335 RLH Bldg	Office Upper	5,945	\$ 416.15	\$ 416.15
2	52	Millman Jewelers-E-Z Loan, Inc.	407 W Main Ave	Retail Ground	4,000	\$ 480.00	\$ 480.00
5	13	Metro Eclectic	604 N Monroe St	Retail Ground	9,000	\$ 900.00	\$ 900.00
1	34	Umpqua Bank	707 W Main Ave, #A2 Crescent Court	Retail Ground	2,856	\$ 628.32	\$ 628.32
5	22	Boom Creative	621 W Mallon Ave, #603 Flour Mill	Office Upper	1,156	\$ 90.00	\$ 90.00
4	71	Space is the Place	224 W Riverside Ave	Retail Ground	3,500	\$ 350.00	\$ 350.00
3	85	Motion Auto Supply	120 S Cedar St	Retail Ground	1,500	\$ 150.00	\$ 150.00
2	9	Scratch	1007 W 1st Ave Montvale Block	Retail Ground	1,200	\$ 144.00	\$ 144.00
4	66	Azteca	245 W Spokane Falls Blvd	Office Upper	2,000	\$ 140.00	
				Retail Ground	7,200	\$ 720.00	\$ 860.00

Downtown Improvement District Tenant Assessment Roll



1	40	MW Consulting Engineers	222 N Wall St, #200 & 416 Wheatland FC	Office Upper	7,023	\$ 632.07	
				Office Upper	1,020	\$ 91.80	\$ 723.87
3	79	Myrtle Apartments	1227 W Riverside Dr.	Apartments	15	\$ 90.00	\$ 90.00
2	56	Scout Real Estate	429 W 1st Ave	Retail Ground	800	\$ 96.00	\$ 96.00
2	17	Neuroeducation	905 W Riverside Ave, #208 Great Western Bldg	Office Upper	2,410	\$ 192.80	\$ 192.80
4	72	West Riverside Apartments	221 W Riverside Ave	Apartments	24	\$ 90.00	\$ 90.00
2	9	Madison Apartments	1029 W 1st Ave Madison	Apartments	68	\$ 238.00	\$ 238.00
1	28	Hill International	818 W Riverside Ave, #400 Lincoln Plaza	Office Upper	3,680	\$ 331.20	\$ 331.20
2	36	Cochinito Taqueria	14 N Post St Peyton Bldg	Retail Ground	4,780	\$ 573.60	\$ 573.60
1	26	Nordstrom	828 W Main Ave RPS	Retail Ground	43,000	\$ 9,460.00	
				Retail Upper	43,000	\$ 3,870.00	
				Retail Skywalk	43,000	\$ 9,460.00	\$ 22,790.00
2	49	John O'Neil	7 S Howard St, #424 Symons Bldg	Office Upper	384	\$ 90.00	\$ 90.00
3	6	North Coast Life Insurance	1116 W Riverside Ave	Office Upper	11,488	\$ 804.16	\$ 804.16
2	49	Michelle Lobdell, Personal Training	7 S Howard St, #200 Symons Bldg	Retail Upper	3,393	\$ 271.44	\$ 271.44
3	79	NAC Architecture	1203 W Riverside Dr	Office Ground	2,685	\$ 241.65	
				Office Upper	6,704	\$ 469.28	\$ 710.93
2	54	Noel Communications Inc	421 W Riverside Ave, #1001 Paulsen Center	Office Upper	419	\$ 90.00	\$ 90.00
1	46	O'Doherty's Irish Grille	525 W Spokane Falls Blvd	Retail Ground	4,000	\$ 880.00	\$ 880.00
2	54	Situs Realty Group	421 W Riverside Ave, #416A Paulsen Center	Office Upper	350	\$ 90.00	\$ 90.00
1	41	CWH Capital Management Inc	601 W Main Ave, #1213 Chase	Exempt	748	\$ -	\$ -
4	64	Spokane Comedy Club	315 W Sprague Ave	Retail Ground	6,000	\$ 600.00	\$ 600.00
2	54	Crave	401 W Riverside Ave, #101 Paulsen Center	Retail Ground	1,965	\$ 235.80	\$ 235.80
5	22	IFIOC	621 W Mallon Ave, #700 Flour Mill	Office Upper	3,578	\$ 250.46	\$ 250.46
2	43	Ignitium	601 W Riverside Ave, #1700 Bank Of America FC	Office Upper	3,686	\$ 294.88	\$ 294.88
2	37	Paine Hamblen LLP	717 W Sprague Ave, #1200 & 1400 WTFC	Office Upper	7,042	\$ 563.36	
				Office Upper	11,130	\$ 890.40	\$ 1,453.76
4	66	Park Tower Apts.	217 W Spokane Falls Blvd	Apartments	185	\$ 129.50	\$ 129.50
1	47	Parkade, Inc	202 Parkade Plz Parkade	Commercial Parking	944	\$ 2,832.00	\$ 2,832.00
1	46	Parkrite #1	Main & Stevens	Commercial Parking	144	\$ 432.00	\$ 432.00
3	83	Pass Word Inc	1303 W 1st Ave, #200	Office Upper	3,000	\$ 210.00	\$ 210.00
1	47	Rite-Aid Drugs, Inc.	112 N Howard St, #115 Parkade Plaza	Retail Ground	18,821	\$ 4,140.62	\$ 4,140.62
1	34	Premier Business Centers	707 W Main Ave, #2nd Flr Crescent Court	Office Skywalk	13,326	\$ 1,599.12	\$ 1,599.12
2	17	Payne Properties & Development	905 W Riverside Ave, #406 Great Western Bldg	Office Upper	752	\$ 90.00	\$ 90.00
5	22	Evergreen Elder Law	621 W Mallon Ave, #306 Flour Mill	Office Upper	664	\$ 46.48	
				Office Upper	1,833	\$ 128.31	\$ 174.79
1	34	T-Mobile	707 W Main Ave, #A4 Crescent Court	Retail Ground	2,070	\$ 455.40	\$ 455.40
2	48	Nicholas Knapton PS	505 W Riverside Ave, #605 Fernwell Bldg	Office Upper	1,845	\$ 147.60	
				Office Upper	1,573	\$ 125.84	\$ 273.44
1	32	Womer & Associates	221 N Wall St, #600 Old City Hall	Office Upper	8,272	\$ 744.48	\$ 744.48

Downtown Improvement District Tenant Assessment Roll



2	53	Schoedel & Schoedel CPA's LLC	422 W Riverside Ave, #514 USBank Bldg	Exempt	521	\$	-	\$	-
2	36	Johnson's Custom Jewelry Inc.	10 N Post St, #110 Peyton Bldg	Retail Ground	600	\$	90.00	\$	90.00
2	53	Farmers Insurance Agency	239 W Main Ave, #100	Office Ground	2,700	\$	297.00	\$	297.00
2	54	Northwest Pain Care	421 W Riverside Ave, #900 Paulsen Center	Office Upper	7,184	\$	574.72	\$	574.72
5	24	Pier One Import Mart	101 W North River Dr, #001 River's Edge Bldg	Retail Ground	9,234	\$	923.40	\$	923.40
2	43	UBS	601 W Riverside Ave, #1200 Bank Of America FC	Office Upper	9,681	\$	774.48	\$	774.48
2	54	PM Jacoy	402 W Sprague Ave	Retail Ground	2,000	\$	240.00	\$	240.00
4	64	Thinking Cap Communications and Design	9 S Washington St, #201 Hutton Bldg	Office Upper	2,600	\$	182.00	\$	182.00
5	22	The Kitchen Engine	621 W Mallon Ave, #416 Flour Mill	Retail Ground	3,046	\$	304.60	\$	304.60
2	43	Lee & Hayes PLLC	601 W Riverside Ave, #1400 Bank Of America FC	Office Upper	11,275	\$	902.00		
				Office Upper	15,855	\$	1,268.40	\$	2,170.40
2	17	Ellen M. Hendrick PLLC	905 W Riverside Ave, #601 Great Western Bldg	Office Upper	1,131	\$	90.48	\$	90.48
2	43	Randall & Danskin PS	601 W Riverside Ave, #1500 Bank Of America FC	Office Upper	13,287	\$	1,062.96	\$	1,062.96
2	53	Richards, Merrill & Peterson Inc	422 W Riverside Ave, #101, 1314 USBank Bldg	Office Upper	906	\$	72.48		
				Office Ground	4,433	\$	487.63	\$	560.11
2	52	Rick Singer Photography	415 1/2 W Main Ave	Retail Upper	5,600	\$	448.00	\$	448.00
5	03	Giant Nerd Books	709 N Monroe St	Retail Ground	1,254	\$	125.40	\$	125.40
3	6	Riverfalls Tower Apartments	1224 W Riverside Ave	Apartments	99	\$	297.00	\$	297.00
1	26	Riverpark Square-Parking Garage	814 W Main Ave, RPS	Commercial Parking	1,350	\$	4,050.00	\$	4,050.00
2	54	Anchored Art	421 W Riverside Ave, #108A Paulsen Center	Retail Ground	1,846	\$	221.52	\$	221.52
5	24	Law Offices of J. Scott Miller	201 W North River Dr, #305 RLH Bldg	Office Upper	2,711	\$	189.77	\$	189.77
2	54	Sharp Real Estate	421 W Riverside Ave, #1009 Paulsen Center	Office Skywalk	721	\$	79.31		
				Office Upper	390	\$	31.20	\$	110.51
2	17	Bay Docs LLC	905 W Riverside Ave, #505 Great Western Bldg	Office Upper	248	\$	90.00	\$	90.00
1	28	Moloney & O'Neill	818 W Riverside Ave, #700 Lincoln Plaza	Office Upper	11,064	\$	995.76	\$	995.76
1	46	Rocky Rococo	520 W Main Ave Bennett Block	Retail Ground	4,711	\$	1,036.42	\$	1,036.42
2	30	Neato Burrito	827 W 1st Ave, #100 Courtyard Office Center	Retail Ground	2,271	\$	272.52	\$	272.52
5	12	Law Offices of D.C. Cronin	724 N Monroe St	Office Ground	2,000	\$	180.00	\$	180.00
2	53	David Crouse	422 W Riverside Ave, #820 USBank Bldg	Exempt	2,438	\$	-	\$	-
3	79	San Marco Apts.	1229 W Riverside Dr	Apartments	40	\$	120.00	\$	120.00
2	54	Macauley & Associates	421 W Riverside Ave, #1030 Paulsen Center	Office Upper	1,325	\$	106.00	\$	106.00
2	54	Washington Capital Management - Compass Group	421 W Riverside Ave, #812 Paulsen Center	Office Upper	1,029	\$	90.00	\$	90.00
2	43	Bank of America	601 W Riverside Ave, #Lobby Bank Of America FC	Office Ground	48,404	\$	5,324.44	\$	5,324.44
3	85	Grand Coulee Apartments	106 S Cedar St	Apartments	20	\$	90.00	\$	90.00
1	47	312 Productions	510 W Riverside Ave, #206 Cutter Tower	Office Upper	2,007	\$	180.63	\$	180.63
2	54	The Monterey Café	9 N Washington St	Retail Ground	800	\$	96.00	\$	96.00
2	54	Estate Strategies Inc	421 W Riverside Ave, #972 Paulsen Center	Office Upper	1,291	\$	103.28	\$	103.28
2	17	Chair Six Financial Planning PLLC	905 W Riverside Ave, #201 Great Western Bldg	Office Upper	563	\$	90.00	\$	90.00
2	54	Spokane Reporting Service	421 W Riverside Ave, #1010 Paulsen Center	Office Upper	940	\$	90.00	\$	90.00
2	49	All You Can Ink Tattoo	9 S Howard St Symons Bldg	Retail Ground	600	\$	90.00	\$	90.00

Downtown Improvement District Tenant Assessment Roll



2	56	Prime Real Estate Group	417 W 1st Ave.	Office Ground	1,300	\$ 143.00	\$ 143.00
3	83	Regeneration Point	1319 W 1st Ave, Eldridge Bldg	Retail Ground	1,900	\$ 190.00	\$ 190.00
1	46	Poplawski Law LLC	530 W Main Ave, #201 Bennett Block	Office Upper	3,000	\$ 270.00	\$ 270.00
4	60	Metropolitan Apartments	111 N Bernard St	Apartments	31	\$ 90.00	\$ 90.00
4	70	Standard Digital Print Co., Inc.	256 W Riverside Ave	Office Ground	5,000	\$ 450.00	\$ 450.00
2	56	Pure Salon & Spa	423 W 1st Ave, #100 Minnesota Bldg	Office Ground	790	\$ 90.00	\$ 90.00
1	28	Homestreet Bank	818 W Riverside Ave, #120 Lincoln Plaza	Retail Ground	3,400	\$ 748.00	\$ 748.00
1	41	Soulful Soups and Spirits	117 N Howard St, #100	Retail Ground	1,200	\$ 264.00	\$ 264.00
4	60	Suki Yaki Inn Japanese Restaurant	119 N Bernard St	Retail Ground	4,400	\$ 440.00	\$ 440.00
1	26	The Walking Company	808 W Main Ave, #209, RPS	Retail Skywalk	1,458	\$ 320.76	\$ 320.76
2	38	Ruby2	123 S Post St.	Hotels & Motels	44	\$ 880.00	\$ 880.00
4	72	Hale Apartments	227 W Riverside Ave Havermale Park	Apartments	12	\$ 90.00	\$ 90.00
1	33	Jos. A. Bank	706 W Main Ave, #125 RPS	Retail Ground	4,482	\$ 986.04	\$ 986.04
3	83	Bird's Eye Tattoo	1325 W 1st Ave, #316 Eldridge Bldg	Office Upper	235	\$ 90.00	\$ 90.00
2	54	The Missing Piece Tattoo Lounge	410 W Sprague Ave. Spokane, Wa. 99201	Retail Ground	1,250	\$ 150.00	\$ 150.00
4	61	The Onion Bar & Grill	302 W Riverside Ave	Retail Ground	4,500	\$ 450.00	\$ 450.00
2	54	Conlin, Maloney & Miller	421 W Riverside Ave, #911 Paulsen Center	Office Upper	156	\$ 12.48	
				Office Upper	996	\$ 79.68	\$ 92.16
5	22	Tobacco World	621 W Mallon Ave, #406 Flour Mill	Retail Ground	757	\$ 90.00	\$ 90.00
2	19	Hotel Ruby	901 W 1st Ave Hotel Ruby	Hotels & Motels	36	\$ 720.00	\$ 720.00
1	47	GenPrime	502 W Riverside Ave, #102 Cutter Tower	Office Ground	1,628	\$ 195.36	\$ 195.36
2	29	Michael Building Apartments	826 W Sprague Ave Michael Bldg	Apartments	18	\$ 90.00	\$ 90.00
1	47	QBSI	510 W Riverside Ave, #100 Sherwood Bldg	Retail Skywalk	3,451	\$ 759.22	\$ 759.22
2	36	Brews Brothers Espresso Lounge	734 W Sprague Ave Peyton Bldg	Retail Ground	1,026	\$ 123.12	\$ 123.12
3	82	Studio One Hair & Body Salon	1311 W Sprague Ave	Retail Ground	1,500	\$ 150.00	\$ 150.00
2	53	US Bank of Washington	422 W Riverside Ave, #100 USBank Bldg	Office Upper	14,940	\$ 1,195.20	
				Office Upper	11,973	\$ 957.84	
				Office Ground	17,717	\$ 1,948.87	
				Office Ground	6,294	\$ 692.34	\$ 4,794.25
5	24	iMortgage	111 W North River Dr, #100 River's Edge Bldg	Office Ground	3,224	\$ 290.16	\$ 290.16
1	41	Level 3 Communications	601 W Main Ave, #500 Chase	Office Upper	4,505	\$ 405.45	\$ 405.45
1	41	Wells St. John	601 W Main Ave, #600 Chase	Office Upper	10,106	\$ 909.54	\$ 909.54
5	22	Varela & Associates	601 W Mallon Ave, #A Flour Mill	Office Ground	1,350	\$ 121.50	\$ 121.50
2	19	Vic B. Linden & Sons Sign Advertising, Inc.	122 S Lincoln St	Manufacturing	3,201	\$ 256.08	\$ 256.08
2	53	Mullin Cronin Casey & Blair PS	115 N Washington St, #2nd Fl Jockey Club Bldg	Office Upper	710	\$ 56.80	
				Office Upper	3,042	\$ 243.36	\$ 300.16
1	41	JP Morgan Chase Bank	601 W Main Ave, #1,105,300 Chase	Office Ground	5,610	\$ 673.20	
				Office Ground	6,104	\$ 732.48	\$ 1,405.68
2	54	Physicians Insurance Group	421 W Riverside Ave, #1400 Paulsen Center	Office Upper	3,000	\$ 240.00	\$ 240.00
2	37	Washington Trust Bank	717 W Sprague Ave, #100+ WTFC	Office Ground	84,969	\$ 9,346.59	\$ 9,346.59

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4	64	Coils Tattoo Studio and Gallery	310 W 1st Ave Lorraine Bldg	Retail Ground	1,000	\$ 100.00	\$ 100.00
3	83	WS Property Management	1325 W 1st Ave, #300 Eldridge Bldg	Office Upper	300	\$ 90.00	\$ 90.00
1	47	RenCorp Realty	502 W Riverside Ave, #103	Office Ground	1,600	\$ 192.00	\$ 192.00
2	48	Home Debut / Tour Factory	505 W Riverside Ave, #300 Fernwell Bldg	Office Upper	1,364	\$ 109.12	
				Office Upper	5,046	\$ 403.68	\$ 512.80
2	43	Winston & Cashatt PS	601 W Riverside Ave, #1900 Bank Of America FC	Office Upper	6,631	\$ 530.48	
				Office Upper	12,814	\$ 1,025.12	\$ 1,555.60
2	53	Witherspoon Kelley	422 W Riverside Ave, #1100 USBank Bldg	Office Upper	10,967	\$ 877.36	
				Office Upper	519	\$ 41.52	
				Office Upper	3,053	\$ 244.24	
				Office Upper	296	\$ 23.68	
				Office Upper	10,967	\$ 877.36	\$ 2,064.16
2	53	Paul Mack	422 W Riverside Ave, #1407 USBank Bldg	Office Upper	2,343	\$ 187.44	
				Office Upper	275	\$ 22.00	\$ 209.44
5	22	Wonders of the World	621 W Mallon Ave, #412/414 Flour Mill	Retail Ground	2,291	\$ 229.10	
				Retail Ground	744	\$ 74.40	\$ 303.50
1	41	Witherspoon, Brajcich & McPhee	601 W Main Ave, #714 Chase	Office Upper	815	\$ 73.35	
				Office Upper	6,679	\$ 601.11	\$ 674.46
2	49	The Observatory Bar	15 S Howard St Symons Bldg	Retail Ground	3,508	\$ 420.96	\$ 420.96
4	25	SPOKANE PUBLIC FACILITIES DISTRICT	332 N SPOKANE FALLS CT	Public Facilities District	1,623	\$ 503.17	\$ 503.17
2	31	DAVENPORT 2000 LLC	813 W 1ST AVE	Exempt	3,229	\$ -	\$ -
2	9	GVD HOSPITALITY MANAGEMENT SERVICES	1001 W 1ST AVE MONTVALE HOTEL	Exempt	1,076,400	\$ -	\$ -
1	34	State Farm	707 W Main Ave, #B8 Crescent Court	Retail Skywalk	857	\$ 188.54	\$ 188.54
1	39	Wheatland Bank	222 N Wall St, #101 Wheatland FC	Office Ground	2,743	\$ 329.16	\$ 329.16
1	35	Spokane Transit Authority	701 W Riverside Ave, #2nd Flr STA Plaza	Retail Skywalk	2,300	\$ 506.00	\$ 506.00
2	53	Diamond Parking	420 W Riverside Ave	Commercial Parking	33	\$ 90.00	\$ 90.00
2	53	Diamond Parking	331 W Riverside Ave	Commercial Parking	119	\$ 297.50	\$ 297.50
2	55	Diamond Parking	428 W Sprague Ave.	Commercial Parking	25	\$ 90.00	\$ 90.00
2	54	Mootsy's Tavern	406 W Sprague Ave	Retail Ground	1,436	\$ 172.32	\$ 172.32
1	28	Dunn & Black PS	111 N Post St, #300 Banner Bank Bldg	Office Upper	7,474	\$ 672.66	\$ 672.66
1	33	Made in Washington	808 W Main Ave, #223 RPS	Retail Skywalk	946	\$ 208.12	\$ 208.12
1	46	Mizuna Restaurant & Wine Bar	214 N Howard St Bennett Block	Retail Ground	2,650	\$ 583.00	\$ 583.00
4	59	Decorum	126 N Washington St, #B Orsi Bldg	Retail Ground	3,500	\$ 350.00	\$ 350.00
1	35	Joe's Mini Market	701 W Riverside Ave, #D STA Plaza	Retail Ground	772	\$ 169.84	\$ 169.84
1	47	Nystrom & Lalone Travel	502 W Riverside Ave, #206 Cutter Tower	Retail Skywalk	956	\$ 210.32	\$ 210.32
1	46	Carhartt	530 W Main Ave Bennett Block	Retail Ground	3,600	\$ 792.00	\$ 792.00
3	85	The Bike Hub	1403 W 1st Ave	Retail Upper	2,600	\$ 182.00	\$ 182.00
1	47	Sport Town	511 W Main Ave	Retail Ground	8,800	\$ 1,936.00	\$ 1,936.00
1	35	Subway	701 W Riverside Ave, #A1 STA Plaza	Retail Ground	820	\$ 180.40	\$ 180.40
1	41	Henryk's	601 W Main Ave, #207 Chase	Retail Skywalk	661	\$ 145.42	\$ 145.42

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2	45	Wells Fargo Corporate Properties	601 W 1st Ave, #100 Wells Fargo FC	Office Ground	5,666	\$ 623.26	
				Office Upper	21,942	\$ 1,755.36	
				Office Upper	5,635	\$ 450.80	\$ 2,829.42
5	13	Antique Gallery	620 N Monroe St	Retail Ground	3,750	\$ 375.00	\$ 375.00
5	13	The Senator - A Music Store	618 N Monroe St	Retail Ground	1,100	\$ 110.00	\$ 110.00
1	33	Urban Outfitters	702 W Main Ave Saad Bldg	Retail Ground	6,909	\$ 1,519.98	\$ 1,519.98
2	29	Bruttles Gourmet Candy	828 W Sprague Ave Michael Bldg	Retail Ground	1,362	\$ 163.44	\$ 163.44
1	46	Smith	530 W Main Ave, #202 Bennett Block	Office Upper	1,900	\$ 171.00	\$ 171.00
1	46	Atticus Coffee and Gifts	222 N Howard St 220 Bldg	Retail Ground	2,950	\$ 649.00	\$ 649.00
3	85	Andy's Bar	1401 W 1st Ave Grand Coulee Bldg	Retail Ground	1,100	\$ 110.00	\$ 110.00
3	85	The Bike Hub	1405 W 1st Ave Grand Coulee Bldg	Retail Ground	4,077	\$ 407.70	\$ 407.70
1	47	Pho City	112 N Howard St Parkade Plaza	Retail Ground	1,008	\$ 221.76	\$ 221.76
5	22	Stantec	621 W Mallon Ave, #308 Flour Mill	Office Ground	740	\$ 90.00	\$ 90.00
2	53	Argia North America / Group Argia	422 W Riverside Ave, #324 USBank Bldg	Office Upper	702	\$ 90.00	\$ 90.00
2	53	XO Communications	422 W Riverside Ave, #615 USBank Bldg	Office Upper	1,234	\$ 98.72	\$ 98.72
2	53	Tierpoint	422 W Riverside Ave, #816 USBank Bldg	Office Upper	429	\$ 90.00	\$ 90.00
2	53	Neutron LLC	422 W Riverside Ave, #1401 USBank Bldg	Office Upper	988	\$ 90.00	\$ 90.00
2	53	Level 3 Telecommunications	422 W Riverside Ave, #1503 USBank Bldg	Office Upper	662	\$ 90.00	\$ 90.00
2	53	Light Speed Networks	422 W Riverside Ave, #328 USBank Bldg	Office Upper	435	\$ 90.00	\$ 90.00
2	53	Verizon Wireless Corp Office	422 W Riverside Ave, #1513 USBank Bldg	Office Upper	564	\$ 90.00	\$ 90.00
2	54	The Cascade Team Real Estate	421 W Riverside Ave, #1555 Paulsen Center	Office Upper	1,561	\$ 124.88	\$ 124.88
2	54	Postal Unit #101 / Sub Station	421 W Riverside Ave, #103 Paulsen Center	Office Ground	653	\$ 90.00	\$ 90.00
2	54	Teneff Jewellery	421 W Riverside Ave, #280 Paulsen Center	Office Skywalk	2,635	\$ 289.85	\$ 289.85
2	54	Peterson Investment Management	421 W Riverside Ave, #315 Paulsen Center	Office Upper	1,241	\$ 99.28	\$ 99.28
2	54	John Guin Law Office	421 W Riverside Ave, #461 Paulsen Center	Office Upper	1,382	\$ 110.56	\$ 110.56
2	54	HSSA of Spokane County	421 W Riverside Ave, #661 Paulsen Center	Office Upper	610	\$ 90.00	\$ 90.00
2	54	Humphries, Patterson & Lewis PS	421 W Riverside Ave, #704 Paulsen Center	Office Upper	1,064	\$ 90.00	\$ 90.00
2	54	Law Office of Jacqueline Porter	421 W Riverside Ave, #707 Paulsen Center	Office Upper	746	\$ 90.00	\$ 90.00
2	54	Kayleen Islam-Zwart & Jonathan W Anderson	421 W Riverside Ave, #670 Paulsen Center	Office Upper	637	\$ 90.00	\$ 90.00
2	54	Patrick Kirby Attorney at Law PS	421 W Riverside Ave, #802 Paulsen Center	Office Upper	1,057	\$ 90.00	\$ 90.00
2	54	Mann Mortgage LLC	421 W Riverside Ave, #450 Paulsen Center	Office Upper	2,622	\$ 209.76	\$ 209.76
2	54	Miller and Prothero	421 W Riverside Ave, #868 Paulsen Center	Office Upper	1,290	\$ 103.20	\$ 103.20
2	54	Gobel Law Office PLLC	421 W Riverside Ave, #908 Paulsen Center	Office Upper	1,059	\$ 90.00	\$ 90.00
2	54	Stevens Clay PS	421 W Riverside Ave, #1575, 469A Paulsen Center	Office Upper	3,104	\$ 248.32	
				Office Upper	166	\$ 13.28	\$ 261.60
2	54	Finer & Winn, Attorneys at Law	421 W Riverside Ave, #1081 Paulsen Center	Office Upper	725	\$ 90.00	\$ 90.00
2	54	Johnson Law Firm	421 W Riverside Ave, #407 Paulsen Center	Office Upper	467	\$ 90.00	\$ 90.00
2	54	Normandeau CPA	421 W Riverside Ave, #460 Paulsen Center	Office Upper	497	\$ 90.00	\$ 90.00
2	54	Reed National Consulting	421 W Riverside Ave, #468 Paulsen Center	Office Upper	708	\$ 90.00	\$ 90.00
2	54	System Six Bookkeeping	421 W Riverside Ave, #512 Paulsen Center	Office Upper	658	\$ 90.00	\$ 90.00

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2	54	Diverse Bookkeeping	421 W Riverside Ave, #516 Paulsen Center	Office Upper	964	\$ 90.00	\$ 90.00
2	54	Cynthia Schwartz PS	421 W Riverside Ave, #720 Paulsen Center	Office Upper	1,246	\$ 99.68	\$ 99.68
2	54	Cascades Job Corps	421 W Riverside Ave, #763 Paulsen Center	Office Upper	867	\$ 90.00	\$ 90.00
2	54	Casey Law Office PS	421 W Riverside Ave, #308 Paulsen Center	Office Upper	1,035	\$ 90.00	\$ 90.00
2	54	Elizabeth Ziegler PhD	421 W Riverside Ave, #515 Paulsen Center	Office Upper	1,012	\$ 90.00	\$ 90.00
2	54	Sharp Real Estate	421 W Riverside Ave, #1002 Paulsen Center	Exempt	390	\$ -	\$ -
2	54	Nordhaus Law Firm LLP	421 W Riverside Ave, #1004 Paulsen Center	Office Upper	638	\$ 90.00	\$ 90.00
2	54	Vorpahl Wing Securities	421 W Riverside Ave, #1020 Paulsen Center	Office Upper	4,373	\$ 349.84	\$ 349.84
2	49	Desert Streams Counseling	7 S Howard St, #216 Symons Bldg	Office Upper	359	\$ 90.00	\$ 90.00
2	54	RR Donnelley	421 W Riverside Ave, #602 Paulsen Center	Office Upper	639	\$ 90.00	\$ 90.00
2	49	HDG Design Group	522 W 1st Ave Symons Bldg	Office Upper	1,219	\$ 97.52	\$ 97.52
1	47	Department of Services for the Blind	502 W Riverside Ave, #209 Cutter Tower	Exempt	1,791	\$ -	\$ -
2	54	Inland Northwest Bank	421 W Riverside Ave, #220 Paulsen Center	Office Skywalk	6,299	\$ 692.89	\$ 692.89
5	22	Comcast Spotlight	621 W Mallon Ave, #200 Flour Mill	Office Upper	5,743	\$ 402.01	\$ 402.01
5	22	Loran Graham	621 W Mallon Ave, #505 Flour Mill	Office Upper	504	\$ 90.00	\$ 90.00
5	22	Chateau Rive	621 W Mallon Ave, #606 Flour Mill	Retail Upper	776	\$ 90.00	\$ 90.00
5	22	Stantec	621 W Mallon Ave, #309 Flour Mill	Office Ground	6,162	\$ 554.58	\$ 554.58
1	41	CWH Capital Management Inc	601 W Main Ave, #1214 Chase	Office Upper	748	\$ 67.32	
				Office Upper	2,161	\$ 194.49	\$ 261.81
2	53	James Spurgetis	422 W Riverside Ave, #620 USBank Bldg	Office Upper	3,425	\$ 274.00	\$ 274.00
2	53	Richter Wimberley PS	422 W Riverside Ave, #1300, 308 USBank Bldg	Office Upper	382	\$ 30.56	
				Office Upper	4,204	\$ 336.32	\$ 366.88
2	53	Schoedel & Schoedel CPA's PLLC	422 W Riverside Ave, #1420 USBank Bldg	Office Upper	1,012	\$ 80.96	
				Office Upper	521	\$ 41.68	
				Office Upper	4,752	\$ 380.16	\$ 502.80
2	43	Clearwater Paper Corp	601 W Riverside Ave, #1000 Bank Of America FC	Exempt	0	\$ -	\$ -
1	47	Kutak Rock LLP	510 W Riverside Ave, #800 Sherwood Bldg	Office Upper	4,536	\$ 408.24	\$ 408.24
2	17	Next Door Espresso	903 W Riverside Ave, #102 Great Western Bldg	Retail Ground	978	\$ 117.36	\$ 117.36
2	17	Chemical Specialties Limited	905 W Riverside Ave, #202 Great Western Bldg	Office Upper	483	\$ 90.00	\$ 90.00
2	17	PayNorthwest LLC	905 W Riverside Ave, #401 Great Western Bldg	Office Upper	590	\$ 90.00	\$ 90.00
2	17	Dependable Facility Services	905 W Riverside Ave, #416 Great Western Bldg	Office Upper	892	\$ 90.00	\$ 90.00
2	17	Best Law, PLLC	905 W Riverside Ave, #409 Great Western Bldg	Office Upper	1,592	\$ 127.36	\$ 127.36
2	17	Montgomery, Anderson & Price	905 W Riverside Ave, #501-503 Great Western Bldg	Office Upper	1,291	\$ 103.28	\$ 103.28
2	17	OAC Services	905 W Riverside Ave, #510 Great Western Bldg	Office Upper	2,655	\$ 212.40	\$ 212.40
1	28	Robert E Kovacevick PLLC	818 W Riverside Ave, #525 Lincoln Plaza	Office Upper	1,074	\$ 96.66	\$ 96.66
1	28	Stephen Dashiell PS	818 W Riverside Ave, #560 Lincoln Plaza	Exempt	384	\$ -	\$ -
1	28	Clifford Enterprises	818 W Riverside Ave, #660 Lincoln Plaza	Office Upper	550	\$ 90.00	\$ 90.00
1	28	Academy Mortgage Corporation	818 W Riverside Ave, #475 Lincoln Plaza	Office Upper	3,344	\$ 300.96	\$ 300.96
5	24	HomeStreet Bank	201 W North River Dr, #600 RLH Bldg	Office Upper	14,625	\$ 1,023.75	
				Office Upper	1,576	\$ 110.32	\$ 1,134.07

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5	24	Corvel Healthcare Corp	201 W North River Dr, #375 RLH Bldg	Office Upper	923	\$ 90.00	\$ 90.00
5	24	Parkside Physical Therapy	201 W North River Dr, #510 RLH Bldg	Office Upper	2,146	\$ 150.22	\$ 150.22
2	50	The Wave Island Sports Grill & Sushi Bar	525 W 1st Ave Tomlinson Black Building	Office Ground	4,872	\$ 535.92	\$ 535.92
3	76	CATHEDRAL OF OUR LADY OF LOURDES	1115 W RIVERSIDE AVE	Exempt	3,983,900	\$ -	\$ -
3	76	CATHEDRAL PLAZA	1120 W SPRAGUE AVE, #B1	Exempt	4,237	\$ -	\$ -
5	22	CITY OF SPOKANE	507 N HOWARD ST	Public Parks	1	\$ 123.00	\$ 123.00
2	49	RIDPATH CLUB APARTMENTS LLC	502 W 1ST AVE, #UNIT 1 RIDPATH	Residential	96		\$ 90.00
5	22	CITY OF SPOKANE	730 N POST ST	Public Parks	0	\$ 90.00	\$ 90.00
6	13	CITY OF SPOKANE	519 N LINCOLN ST	Public Parks	1	\$ 148.50	\$ 148.50
4	63	WELLS, RONALD & JULIE	308 W SPRAGUE AVE	Exempt	0	\$ -	\$ -
2	17	Tamarack Public House	912 W Sprague Ave	Office Ground	3,800	\$ 418.00	\$ 418.00
2	9	The Woodshop LLC	122 S Monroe St, #C	Office Ground	1,714	\$ 188.54	\$ 188.54
2	48	Columbia State Bank	505 W Riverside Ave, #450 Fernwell Bldg	Exempt	4,144	\$ -	\$ -
2	52	Inland Northwest Group LLC	120 N Stevens St, #3rd Fl	Office Ground	1,000	\$ 110.00	
				Office Upper	1,000	\$ 80.00	\$ 190.00
2	54	Ahrend Albrecht, PLLC	421 W Riverside Ave, #614 Paulsen Center	Retail Upper	1,312	\$ 104.96	\$ 104.96
2	48	Rainier Patents PS	505 W Riverside Ave, #440 Fernwell Bldg	Office Upper	1,366	\$ 109.28	\$ 109.28
2	43	DA Davidson	601 W Riverside Ave, #800 Bank Of America FC	Office Upper	11,356	\$ 908.48	\$ 908.48
2	51	Uncle's Inc.	404 W Main Ave Liberty Bldg	Retail Ground	1,802	\$ 216.24	\$ 216.24
2	51	Sante Restaurant & Charcuterie	404 W Main Ave, #104, Liberty Bldg	Retail Ground	2,762	\$ 331.44	\$ 331.44
2	51	Liberty Building Office	203 N Washington St, #202 Liberty Bldg	Office Upper	485	\$ 90.00	\$ 90.00
2	51	Pottery Place Plus	203 N Washington St, #1st Fl Liberty Bldg	Retail Ground	1,490	\$ 178.80	\$ 178.80
2	50	Black Commercial Inc	107 S Howard St, #500 Tomlinson Black Building	Office Upper	6,250	\$ 500.00	\$ 500.00
1	41	Jimmy John's Gourmet Sandwiches	601 W Main Ave, #102 Chase	Retail Ground	1,357	\$ 298.54	\$ 298.54
1	32	Brian P Knopf PC	221 N Wall St, #224 Old City Hall	Office Skywalk	1,804	\$ 216.48	\$ 216.48
1	32	Intermountain Consulting	221 N Wall St, #611 Old City Hall	Office Upper	330	\$ 90.00	\$ 90.00
2	54	Cozza Optical	421 W Riverside Ave, #102 Paulsen Center	Retail Ground	1,331	\$ 159.72	\$ 159.72
2	54	Daily Grind Downtown	421 W Riverside Ave, #260 Paulsen Center	Retail Upper	423	\$ 90.00	\$ 90.00
2	54	Gilbert Law Firm PS	421 W Riverside Ave, #353 Paulsen Center	Office Upper	1,892	\$ 151.36	\$ 151.36
2	54	Eclipse Engineering	421 W Riverside Ave, #421 Paulsen Center	Office Upper	2,797	\$ 223.76	\$ 223.76
2	54	Evergreen Business Capital	421 W Riverside Ave, #866 Paulsen Center	Office Upper	762	\$ 90.00	\$ 90.00
2	54	ReachBio Research Labs	421 W Riverside Ave, #1005 Paulsen Center	Office Upper	688	\$ 90.00	\$ 90.00
1	47	Numerica Credit Union	502 W Riverside Ave Numerica Building	Office Ground	3,018	\$ 362.16	\$ 362.16
1	33	Apple Inc	710 W Main Ave, #123 RPS	Retail Ground	7,059	\$ 1,552.98	\$ 1,552.98
1	34	Umpqua Bank	707 W Main Ave, #502 Crescent Court	Office Upper	2,687	\$ 241.83	\$ 241.83
2	38	Northwest Vital Records Center Inc	124 S Wall St	Office Upper	13,000	\$ 1,040.00	\$ 1,040.00
4	64	Medical Consultants Network	9 S Washington St, #315 Hutton Bldg	Office Upper	2,800	\$ 196.00	\$ 196.00
1	46	Boo Radley's	232 N Howard St	Retail Ground	1,673	\$ 368.06	\$ 368.06
1	46	Steelhead Bar & Grille	218 N Howard St 220 Bldg	Retail Ground	2,800	\$ 616.00	\$ 616.00
2	54	Penthouse at the Paulsen	421 W Riverside Ave, #1700 Paulsen Center	Office Upper	2,320	\$ 185.60	\$ 185.60

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2	48	Pistole Lifestyle & Skate	523 W Sprague Ave Symons Bldg	Retail Ground	1,090	\$ 130.80	\$ 130.80
2	17	Chronicle Building Apartments	926 W Sprague Ave Chronicle Bldg	Apartments	32	\$ 112.00	\$ 112.00
3	83	Parks Medical Corporation	1325 W 1st Ave, #306 Eldridge Bldg	Office Upper	408	\$ 90.00	\$ 90.00
5	22	Mayken	621 W Mallon Ave, #507 Flour Mill	Office Upper	984	\$ 68.88	
				Office Upper	1,366	\$ 95.62	\$ 164.50
1	46	Salon Nouveau	224 N Howard St	Retail Ground	2,200	\$ 484.00	\$ 484.00
3	83	Masonry Industry Promotion Group	1325 W 1st Ave, #310 Eldridge Bldg	Office Upper	631	\$ 90.00	\$ 90.00
3	83	Powers Stromberg Pension Consulting Inc	1325 W 1st Ave, #304 Eldridge Bldg	Office Upper	1,210	\$ 90.00	\$ 90.00
5	24	Red Lion Hotels Corporation	201 W North River Dr, #130 RLH Bldg	Office Ground	2,876	\$ 258.84	\$ 258.84
5	24	180 Chiropractic Wellness LLC	201 W North River Dr, #170 RLH Bldg	Retail Ground	949	\$ 94.90	\$ 94.90
2	17	Railbox Consulting LLC	905 W Riverside Ave, #204 Great Western Bldg	Office Upper	442	\$ 90.00	\$ 90.00
2	17	Dr Scott Mabree	905 W Riverside Ave, #610 Great Western Bldg	Office Upper	2,087	\$ 166.96	\$ 166.96
5	12	Gregory S Morrison Attorney	921 W Broadway Ave, #302 Broadway Bldg	Office Upper	350	\$ 90.00	\$ 90.00
5	12	Thomas R McGarry	921 W Broadway Ave, #205B Broadway Bldg	Office Upper	350	\$ 90.00	\$ 90.00
5	12	Law Offices of Christian J Phelps	921 W Broadway Ave, #201 Broadway Bldg	Office Upper	498	\$ 90.00	\$ 90.00
4	62	Gamers Arcade Bar	321 W Sprague Ave	Office Ground	1,094	\$ 98.46	\$ 98.46
5	12	Mark R Iverson PS	921 W Broadway Ave, #305 Broadway Bldg	Office Upper	1,150	\$ 90.00	\$ 90.00
5	22	Mayken	621 W Mallon Ave, #515 Flour Mill	Exempt	984	\$ -	\$ -
5	24	USA - Army Recruiting Office	111 W North River Dr, #202 River's Edge Bldg	Exempt	1,748	\$ -	\$ -
1	41	Brian Gosline	601 W Main Ave, #813 Chase	Office Upper	704	\$ 90.00	\$ 90.00
1	41	RiskLens	601 W Main Ave, #917 Chase	Office Upper	3,058	\$ 275.22	\$ 275.22
2	43	Accountemps and Officeteam	601 W Riverside Ave, #960 Bank Of America FC	Office Upper	2,336	\$ 186.88	\$ 186.88
2	36	Coffman Engineers	10 N Post St, #500 Peyton Bldg	Office Upper	14,296	\$ 1,143.68	\$ 1,143.68
2	36	R E J Designs	10 N Post St, #646 Peyton Bldg	Office Upper	180	\$ 90.00	\$ 90.00
4	64	STCU Branch	9 S Washington St, #101 Hutton Bldg	Retail Ground	2,300	\$ 230.00	\$ 230.00
5	13	Terry Snow PLLC	711 N Lincoln St, #A-1 Lincoln Court Bldg	Office Ground	1,120	\$ 100.80	\$ 100.80
1	47	Davis' Watch-Clock-Jewelry Repair	511 W Main Ave, #203 Parkade Plaza	Retail Skywalk	545	\$ 119.90	\$ 119.90
2	29	BECU	801 W Riverside Ave, #510 SRBC Bldg	Office Upper	1,909	\$ 152.72	\$ 152.72
4	61	David J. Groesbeck P.S.	313 W Riverside Ave Morgan	Office Ground	1,700	\$ 153.00	\$ 153.00
2	51	Sushi.com	430 W Main Ave	Retail Ground	4,700	\$ 564.00	\$ 564.00
1	34	Travelers Property Casualty	707 W Main Ave, #300 Crescent Court	Office Upper	40,000	\$ 3,600.00	
				Office Upper	17,160	\$ 1,544.40	\$ 5,144.40
5	24	Red Lion Hotels Corporation	201 W North River Dr, #100 RLH Bldg	Office Ground	9,308	\$ 837.72	\$ 837.72
3	81	Bonded Adjustment Co.	1229 W 1st Ave	Retail Ground	4,306	\$ 430.60	\$ 430.60
2	54	Markam Group Inc PS	421 W Riverside Ave, #1060 Paulsen Center	Office Upper	2,791	\$ 223.28	\$ 223.28
2	37	Morgan Stanley Smith Barney	717 W Sprague Ave, #500 WTFC	Office Upper	8,839	\$ 707.12	\$ 707.12
1	39	Orlison Brewing	1017 W 1st Ave, #A Railside Center	Retail Upper	650	\$ 90.00	\$ 90.00
4	25	Doubletree by Hilton Hotel	322 N Spokane Falls Ct	Hotels & Motels	367	\$ 7,340.00	\$ 7,340.00
2	56	Thai On First	411 W 1st Ave	Retail Ground	2,250	\$ 270.00	\$ 270.00

Downtown Improvement District Tenant Assessment Roll



2	53	Yoder, Medina, Campbell	422 W Riverside Ave, #500 USBank Bldg	Office Upper	1,270	\$ 101.60	
				Office Upper	2,029	\$ 162.32	\$ 263.92
1	41	Digatron LLC	120 N Wall St, #300 The One Twenty	Office Upper	3,400	\$ 306.00	\$ 306.00
1	41	Fireman's Fund Insurance Co.	601 W Main Ave, #1011 Chase	Exempt	748	\$ -	\$ -
1	41	Fireman's Fund Insurance Co.	601 W Main Ave, #1012 Chase	Exempt	1,069	\$ -	\$ -
5	12	On Broadway Salon & Spa	915 W Broadway AveSpokane, WA 99201	Retail Ground	3,000	\$ 300.00	\$ 300.00
5	13	Alexander York - The Salon & Barbershop	628 N Monroe St Holmes Bldg	Retail Ground	1,000	\$ 100.00	\$ 100.00
2	19	Litho Art Printers, Inc.	118 S Lincoln St	Manufacturing	7,000	\$ 560.00	\$ 560.00
2	52	Visionary Communications Inc	118 N Stevens St 118 Building	Office Ground	647	\$ 71.17	
				Office Basement	2,007	\$ 160.56	
				Office Upper	4,027	\$ 322.16	\$ 553.89
4	22	SPOKANE PUBLIC FACILITIES DISTRICT	ADDRESS UNKNOWN	Public Facilities District	256	\$ 90.00	\$ 90.00
6	22	CITY OF SPOKANE	809 N WASHINGTON ST	Public Parks	5	\$ 682.50	\$ 682.50
2	54	Bliss Hair Salon	421 W Riverside Ave, #106 Paulsen Center	Retail Ground	1,139	\$ 136.68	\$ 136.68
2	36	Landau Associates Inc	10 N Post St, #218 Peyton Bldg	Office Upper	1,519	\$ 121.52	\$ 121.52
1	34	Ridler Piano Bar	718 W Riverside Ave 718 Bldg	Retail Ground	3,152	\$ 693.44	\$ 693.44
5	2	Milford's Fish House	719 N Monroe St	Retail Ground	8,000	\$ 800.00	\$ 800.00
1	34	Bruchi's	707 W Main Ave, #A1 Crescent Court	Retail Ground	1,803	\$ 396.66	\$ 396.66
1	32	Scott Kine	221 N Wall St, #320 Old City Hall	Office Upper	5,068	\$ 456.12	\$ 456.12
2	49	Downtown Hair Salon	11 S Howard St Symons Bldg	Retail Ground	1,208	\$ 144.96	\$ 144.96
2	54	Tony Roslund Photography + Motion	421 W Riverside Ave, #105 Paulsen Center	Office Upper	1,600	\$ 128.00	\$ 128.00
1	34	Starbuck's Coffee	721 W Main Ave Crescent Court	Retail Ground	1,680	\$ 369.60	\$ 369.60
1	32	Runner's Soul	221 N Wall St, #127 Old City Hall	Retail Ground	2,705	\$ 595.10	\$ 595.10
2	36	Washington Trust Bank	10 N Post St, #325 Peyton Bldg	Office Upper	3,882	\$ 310.56	\$ 310.56
5	12	North by Northwest Productions	903 W Broadway Ave	Office Ground	3,000	\$ 270.00	\$ 270.00
5	22	Spokane Federal Credit Union	601 W Mallon Ave	Office Ground	12,828	\$ 1,154.52	\$ 1,154.52
2	53	Herbal Essence Café	115 N Washington St, #1st Fl Jockey Club Bldg	Retail Ground	1,933	\$ 231.96	\$ 231.96
1	26	Chico's - Store #207	808 W Main Ave, #101, RPS	Retail Ground	3,712	\$ 816.64	\$ 816.64
1	26	Ben Bridge Jeweler	808 W Main Ave, #103, RPS	Retail Ground	1,475	\$ 324.50	\$ 324.50
1	26	Tomato Street	808 W Main Ave, #106 RPS	Retail Ground	7,088	\$ 1,559.36	\$ 1,559.36
1	26	Tortilla Union	808 W Main Ave, #109 RPS	Retail Ground	4,091	\$ 900.02	\$ 900.02
1	26	Williams-Sonoma	818 W Main Ave, #110, RPS	Retail Ground	4,699	\$ 1,033.78	\$ 1,033.78
1	26	Rocky Mountain Chocolate Factory	808 W Main Ave, #147, RPS	Retail Ground	345	\$ 90.00	\$ 90.00
1	26	Bath & Body Works	808 W Main Ave, #203, RPS	Retail Skywalk	2,400	\$ 528.00	\$ 528.00
1	26	GAP/Gap Kids	808 W Main Ave, #231, RPS	Retail Skywalk	8,790	\$ 1,933.80	\$ 1,933.80
1	26	AMC Theatres Riverpark Square 20	808 W Main Ave, #334, RPS	Theaters	1,586	\$ 3,965.00	\$ 3,965.00
1	26	Anderson & Emami	814 W Main Ave, #111, RPS	Retail Ground	3,835	\$ 843.70	\$ 843.70
2	17	Inland Mortgage	910 W Sprague Ave	Office Ground	4,000	\$ 440.00	\$ 440.00
2	17	Griffiths, Dreher & Evans PS CPAs	906 W Sprague Ave	Office Ground	4,000	\$ 440.00	\$ 440.00
2	7	Chronicle Production Facility	1 N Monroe St	Manufacturing	140,000	\$ 11,200.00	\$ 11,200.00

Downtown Improvement District Tenant Assessment Roll



1	34	Red Robin International Inc	725 W Main Ave Crescent Court	Retail Ground	8,632	\$ 1,899.04	\$ 1,899.04
1	34	Umpqua Bank	707 W Main Ave, #500 Crescent Court	Office Upper	12,738	\$ 1,146.42	\$ 1,146.42
1	34	Umpqua Bank	707 W Main Ave, #600 Crescent Court	Office Upper	24,140	\$ 2,172.60	\$ 2,172.60
2	54	Steve Cote & Scot Pyle	421 W Riverside Ave, #904 Paulsen Center	Office Upper	704	\$ 90.00	\$ 90.00
2	54	Spokane Regional Transportation Council	421 W Riverside Ave, #500 Paulsen Center	Office Upper	4,200	\$ 336.00	\$ 336.00
2	53	Zayo Bandwidth	422 W Riverside Ave, #317 USBank Bldg	Exempt	396	\$ -	\$ -
2	53	Cutting Edge Communications	422 W Riverside Ave, #516 USBank Bldg	Retail Upper	221	\$ 17.68	
				Office Upper	266	\$ 21.28	
				Office Upper	1,380	\$ 110.40	\$ 149.36
1	41	John K. Weigand P.S.	601 W Main Ave, #812 Chase	Office Upper	980	\$ 90.00	\$ 90.00
1	41	James J. Workland	601 W Main Ave, #814 Chase	Office Upper	927	\$ 90.00	\$ 90.00
1	28	Lincoln Parking Garage	818 W Riverside Ave, #300 Lincoln Plaza	Commercial Parking	260	\$ 780.00	\$ 780.00
2	9	Brooklyn Deli & Lounge	1001 W 1st Ave Montvale Block	Retail Ground	3,900	\$ 468.00	\$ 468.00
1	26	Sephora	808 W Main Ave, #233 RPS	Retail Skywalk	3,788	\$ 833.36	\$ 833.36
1	26	Sushi Maru	808 W Main Ave, #105 RPS	Retail Ground	5,600	\$ 1,232.00	\$ 1,232.00
1	26	Verizon Wireless	808 W Main Ave, #212 RPS	Retail Skywalk	1,891	\$ 416.02	\$ 416.02
1	33	Banana Republic	722 W Main Ave, #115 RPS	Retail Ground	6,519	\$ 1,434.18	\$ 1,434.18
1	26	Twigs Bistro & Martini Bar	808 W Main Ave, #322 RPS	Retail Skywalk	7,672	\$ 1,687.84	\$ 1,687.84
1	33	Pottery Barn	718 W Main Ave, #119 RPS	Retail Ground	9,625	\$ 2,117.50	\$ 2,117.50
1	33	The North Face	714 W Main Ave, #121 RPS	Retail Ground	7,381	\$ 1,623.82	\$ 1,623.82
4	58	Central Parking	220 W Main Ave	Commercial Parking	52	\$ 104.00	\$ 104.00
4	68	Luigi's Restaurant	225 W Main Ave	Commercial Parking	70	\$ 140.00	\$ 140.00
4	68	Diamond Parking	Main & Bernard	Commercial Parking	48	\$ 96.00	\$ 96.00
2	51	Ampco Parking	400 W Main Ave	Commercial Parking	60	\$ 150.00	\$ 150.00
2	55	Diamond Parking	Sprague & Washington	Commercial Parking	121	\$ 302.50	\$ 302.50
4	64	Spokane Teachers Credit Union	333 W Sprague Ave	Commercial Parking	100	\$ 200.00	\$ 200.00
2	19	Barnett Properties	923 W 1st Ave	Commercial Parking	50	\$ 125.00	\$ 125.00
4	66	Chili's Bar & Grill	207 W Spokane Falls Blvd	Commercial Parking	50	\$ 100.00	
				Retail Ground	5,417	\$ 541.70	\$ 641.70
2	48	HartCrowser	505 W Riverside Ave, #205 Fernwell Bldg	Office Upper	1,449	\$ 115.92	\$ 115.92
3	85	Rogue Salon	108 S Cedar St Grand Coulee Bldg	Retail Ground	523	\$ 90.00	\$ 90.00
2	51	Allied Training Systems	203 N Washington St, #M100 Liberty Bldg	Office Upper	1,320	\$ 105.60	\$ 105.60
4	68	Luigi's Italian Restaurant and Deli	245 W Main Ave	Retail Ground	5,700	\$ 570.00	\$ 570.00
2	43	Konica Minolta Business Solutions USA	601 W Riverside Ave, #431 Bank Of America FC	Office Upper	1,938	\$ 155.04	\$ 155.04
2	53	Century Link	422 W Riverside Ave, #1510 USBank Bldg	Office Upper	215	\$ 90.00	\$ 90.00
2	53	Zayo Bandwidth NW	422 W Riverside Ave, #325 USBank Bldg	Office Upper	781	\$ 62.48	
				Office Upper	506	\$ 40.48	
				Office Upper	396	\$ 31.68	
				Office Upper	1,565	\$ 125.20	
				Office Upper	975	\$ 78.00	\$ 337.84

Downtown Improvement District Tenant Assessment Roll



2	53	MCI Worldcom	422 W Riverside Ave, #1415 USBank Bldg	Office Upper	335	\$ 26.80	
				Office Upper	1,334	\$ 106.72	\$ 133.52
4	66	FedEx Office Print & Ship Center	259 W Spokane Falls Blvd Fruci	Retail Ground	4,953	\$ 495.30	\$ 495.30
2	17	Greg Thomas Consulting	905 W Riverside Ave, #407 Great Western Bldg	Office Upper	434	\$ 90.00	\$ 90.00
2	36	Craft3	10 N Post St, #220 Peyton Bldg	Office Upper	1,500	\$ 120.00	\$ 120.00
2	36	Michael J Delay PS	10 N Post St, #301 Peyton Bldg	Office Upper	811	\$ 90.00	\$ 90.00
2	36	Standard Insurance Co	10 N Post St, #309 Peyton Bldg	Office Upper	1,590	\$ 127.20	\$ 127.20
3	79	DOTY, MICHAEL / JONES, VALERIE	1219 W RIVERSIDE AVE	Residential	940	\$ 376.20	\$ 376.20
3	79	SHEA, GARRY T	1221 W RIVERSIDE AVE	Residential	523	\$ 209.40	\$ 209.40
3	79	ANDERSON, RONALD	1223 W RIVERSIDE AVE	Residential	777	\$ 311.00	\$ 311.00
2	52	Pettigrew's Spokane Exercise Equipment Sales	421 W Main Ave, #100	Retail Ground	3,500	\$ 420.00	\$ 420.00
1	47	Osprey Investors LLC	518 W Riverside Ave	Office Ground	11,300	\$ 1,356.00	\$ 1,356.00
3	79	FLEMING, KARL N & SUZANNE W	1225 W RIVERSIDE AVE	Residential	667	\$ 266.92	\$ 266.92
1	41	Jigsaw	601 W Main Ave, #103 Chase	Retail Ground	2,102	\$ 462.44	\$ 462.44
4	69	The Riff	215 W Main Ave	Retail Ground	300	\$ 90.00	\$ 90.00
1	34	Travelers Property Casualty	707 W Main Ave, #700 Crescent Court	Office Upper	3,094	\$ 278.46	
				Office Upper	20,424	\$ 1,838.16	\$ 2,116.62
1	26	Fan Suite	808 W Main Ave, #301 RPS	Retail Upper	1,060	\$ 95.40	\$ 95.40
1	26	Panda Express	808 W Main Ave, #FC-4 RPS	Retail Upper	798	\$ 90.00	\$ 90.00
1	26	Aveda Environmental Lifestyle Store	808 W Main Ave, #211 RPS	Retail Skywalk	1,000	\$ 220.00	\$ 220.00
1	26	Red Fox Sports	808 W Main Ave, #108 RPS	Retail Ground	2,452	\$ 539.44	\$ 539.44
2	9	Whistle Punk	122 S Monroe St, #A Railside Center	Retail Ground	1,226	\$ 147.12	\$ 147.12
3	81	J. Mikalson Antiques & Decorative Arts	1219 W 1st Ave	Office Ground	1,000	\$ 90.00	\$ 90.00
2	43	Clearwater Paper Corp	601 W Riverside Ave, #1100 Bank Of America FC	Office Upper	15,856	\$ 1,268.48	
				Office Upper	15,856	\$ 1,268.48	\$ 2,536.96
2	43	Theodora Sallee	601 W Riverside Ave, #215 Bank Of America FC	Office Upper	300	\$ 90.00	\$ 90.00
2	48	Home Debut / Tour Factory	505 W Riverside Ave, #305 Fernwell Bldg	Exempt	1,364	\$ -	\$ -
1	28	Moloney & O'Neill	818 W Riverside Ave, #800 Lincoln Plaza	Office Upper	11,064	\$ 995.76	\$ 995.76
1	26	White House Black Market - Store #3277	808 W Main Ave, #104 RPS	Retail Ground	3,200	\$ 704.00	\$ 704.00
1	41	Thomas Hammer Coffee	601 W Main Ave, #101 Chase	Retail Ground	1,167	\$ 256.74	\$ 256.74
2	29	Helix Tasting Room	824 W Sprague Ave Michael Bldg	Retail Ground	800	\$ 96.00	\$ 96.00
5	22	Paul Mena	621 W Mallon Ave, #609 Flour Mill	Office Upper	834	\$ 90.00	\$ 90.00
4	69	Roloff Digital Forensics LLC	225 W Main Ave, #100 Edwards Bldg	Office Ground	3,000	\$ 270.00	\$ 270.00
4	69	Hawkins Edwards	225 W Main Ave, #200 Edwards Bldg	Office Upper	3,000	\$ 210.00	\$ 210.00
4	69	Design Spike	221 W Main Ave, #100 Edwards Bldg	Retail Ground	3,000	\$ 300.00	\$ 300.00
4	69	Financial Management Inc	221 W Main Ave, #200 Edwards Bldg	Office Upper	3,000	\$ 210.00	\$ 210.00
2	49	Downtown Groceries	525 W Sprague Ave Symons Bldg	Retail Ground	3,130	\$ 375.60	\$ 375.60
2	50	Black Realty Management	107 S Howard St, #600 Tomlinson Black Building	Office Upper	6,250	\$ 500.00	\$ 500.00
3	79	ADAMS ST LOFTS CONDO OWNERS ASSOCIATION	115 S ADAMS ST Adams Street Lofts	Exempt	0	\$ -	\$ -

Downtown Improvement District Tenant Assessment Roll



3	80	KHQ Inc	1201 W Sprague Ave	Office Upper	21,329	\$ 1,493.03	
				Commercial Parking	78	\$ 156.00	
				Office Ground	34,245	\$ 3,082.05	\$ 4,731.08
2	54	Wilderness Medical Staffing	421 W Riverside Ave, #304 Paulsen Center	Exempt	791	\$ -	\$ -
3	76	Cowles Publishing Parking Garage	1102 W Sprague Ave	Commercial Parking	210	\$ 420.00	\$ 420.00
5	24	Oxford Suites Downtown	115 W North River Dr	Hotels & Motels	125	\$ 2,500.00	\$ 2,500.00
3	85	Two Women Vintage Goods	110 S Cedar St Grand Coulee Bldg	Exempt	1,200	\$ -	\$ -
2	9	Texas True BBQ	122 S Monroe St, #100 ELECTRIC BUILDING	Retail Ground	2,000	\$ 240.00	\$ 240.00
2	55	Galactic Dungeon Studios LLC	7 S Stevens St	Retail Ground	1,645	\$ 197.40	\$ 197.40
2	30	Strata SalonSpa	827 W 1st Ave, #101 Courtyard Office Center	Retail Ground	1,200	\$ 144.00	\$ 144.00
2	31	Davenport Historic Hotel	10 S Post St Davenport Hotel	Hotels & Motels	284	\$ 5,680.00	\$ 5,680.00
2	55	Gemelli Coffee Roastery	418 W 1st Ave	Office Upper	1,401	\$ 112.08	
				Retail Ground	1,401	\$ 168.12	\$ 280.20
2	9	Gilded Unicorn	110 S Monroe St Montvale Block	Retail Ground	2,100	\$ 252.00	\$ 252.00
2	31	LPL Financial	111 S Post St, #2295 Davenport Tower	Office Upper	560	\$ 90.00	\$ 90.00
1	41	Cajer Neely Consulting LLC	601 W Main Ave, #1120 Chase	Office Upper	440	\$ 90.00	\$ 90.00
1	26	Leland's	808 W Main Ave, #243 RPS	Retail Upper	680	\$ 90.00	\$ 90.00
5	24	Red Lion Hotels Corporation	201 W North River Dr, #332 RLH Bldg	Office Upper	520	\$ 90.00	\$ 90.00
3	83	Fringe & Fray	1325 W 1st Ave, #102 Eldridge Bldg	Retail Ground	1,800	\$ 180.00	\$ 180.00
2	30	AHBL Engineers	827 W 1st Ave, #201 Courtyard Office Center	Office Upper	1,800	\$ 144.00	\$ 144.00
2	30	Worldwide Express	827 W 1st Ave, #308 Courtyard Office Center	Office Upper	783	\$ 90.00	\$ 90.00
2	30	Big Show Mobile	827 W 1st Ave, #309 Courtyard Office Center	Office Upper	261	\$ 90.00	\$ 90.00
1	26	Connect Wireless	808 W Main Ave, #307 RPS	Retail Upper	1,327	\$ 119.43	\$ 119.43
2	54	Law Office of Robert Crick LLC	421 W Riverside Ave, #1560 Paulsen Center	Office Upper	466	\$ 90.00	\$ 90.00
2	17	Svenningsen Law Office	905 W Riverside Ave, #504 Great Western Bldg	Office Upper	450	\$ 90.00	\$ 90.00
2	17	ACE Wholesale	905 W Riverside Ave, #203 Great Western Bldg	Office Upper	195	\$ 90.00	\$ 90.00
5	24	Stearns Lending	111 W North River Dr, #205 River's Edge Bldg	Office Upper	2,272	\$ 159.04	\$ 159.04
2	36	Shop Around the Corner	10 N Post St, #102 Peyton Bldg	Retail Ground	1,353	\$ 162.36	\$ 162.36
2	31	Davenport Spa-Salon	10 S Post St Davenport Hotel	Exempt	5,000	\$ -	\$ -
1	35	Pizza Rita	701 W Riverside Ave, #B STA Plaza	Retail Skywalk	907	\$ 199.54	\$ 199.54
6	22	CITY OF SPOKANE	832 N HOWARD ST	Public Parks	3	\$ 400.50	\$ 400.50
6	22	CITY OF SPOKANE	507 W CATALDO AVE	Public Parks	1	\$ 94.50	\$ 94.50
2	54	Specialty Training	421 W Riverside Ave, #252 Paulsen Center	Office Upper	4,578	\$ 366.24	\$ 366.24
2	54	Fairway Independent Mortgage	421 W Riverside Ave, #319 Paulsen Center	Office Upper	2,300	\$ 184.00	\$ 184.00
2	54	The Decal Factory	421 W Riverside Ave, #400 Paulsen Center	Office Upper	1,861	\$ 148.88	\$ 148.88
2	36	Cougar Crest Estate Winery	8 N Post St, #6 Peyton Bldg	Retail Ground	1,260	\$ 151.20	\$ 151.20
1	34	Scottrade Investments	707 W Main Ave, #A3 Crescent Court	Office Ground	1,654	\$ 198.48	\$ 198.48
5	22	Cashmere	621 W Mallon Ave, #303/304 Flour Mill	Retail Upper	816	\$ 57.12	
				Retail Upper	1,035	\$ 72.45	\$ 129.57
5	22	Chateau Rive	621 W Mallon Ave, #100 Flour Mill	Retail Ground	5,200	\$ 520.00	\$ 520.00

Downtown Improvement District Tenant Assessment Roll



2	54	Owen Law Group	421 W Riverside Ave, #416B Paulsen Center	Office Upper	351	\$ 90.00	\$ 90.00
2	54	Bohrnsen SSL&A PLLC	421 W Riverside Ave, #503 Paulsen Center	Office Upper	872	\$ 90.00	\$ 90.00
2	54	Law Office of Jacqueline Porter	421 W Riverside Ave, #709 Paulsen Center	Exempt	398	\$ -	\$ -
1	26	Taco Del Mar	808 W Main Ave, #FC-8 RPS	Retail Upper	802	\$ 90.00	\$ 90.00
2	50	Mark Pinch	107 S Howard St, #201 Tomlinson Black Building	Office Upper	290	\$ 90.00	\$ 90.00
5	3	T's Lounge	703 N Monroe St, #A Dresden Bldg	Office Ground	1,000	\$ 90.00	\$ 90.00
1	28	Banner Bank	802 W Riverside Ave, #100 Banner Bank Bldg	Office Ground	12,724	\$ 1,526.88	\$ 1,526.88
1	26	Subway	808 W Main Ave, #FC-2 RPS	Retail Upper	636	\$ 90.00	\$ 90.00
1	26	J Jill	808 W Main Ave, #107 RPS	Retail Ground	2,898	\$ 637.56	\$ 637.56
1	47	Advanced Aesthetics	522 W Riverside Ave, #202 Fidelity Bldg	Retail Upper	2,045	\$ 184.05	\$ 184.05
1	41	Lincoln Barber Shop	601 W Main Ave, #209 Chase	Retail Skywalk	580	\$ 127.60	\$ 127.60
2	17	Park & Restroom Structures, Inc	905 W Riverside Ave, #205 Great Western Bldg	Office Upper	235	\$ 90.00	\$ 90.00
2	30	White Line Designs	827 W 1st Ave, #320 Courtyard Office Center	Office Upper	246	\$ 90.00	\$ 90.00
2	30	Lucent Law	827 W 1st Ave, #425 Courtyard Office Center	Office Upper	1,640	\$ 131.20	\$ 131.20
3	83	Belsby Engineering LLC	1325 W 1st Ave, #204 Eldridge Bldg	Office Upper	2,783	\$ 194.81	\$ 194.81
3	83	DMC Properties	1325 W 1st Ave, #210 Eldridge Bldg	Office Upper	894	\$ 90.00	\$ 90.00
2	31	Va Piano Winery	10 S Post St Davenport Hotel	Retail Ground	250	\$ 90.00	\$ 90.00
5	24	WIPFLI LLP	201 W North River Dr, #430 RLH Bldg	Exempt	1,089	\$ -	\$ -
5	24	Sayre & Sayre	201 W North River Dr, #460 RLH Bldg	Office Upper	2,989	\$ 209.23	\$ 209.23
5	24	Farmers Insurance Exchange	201 W North River Dr, #450 RLH Bldg	Office Upper	3,286	\$ 230.02	
				Office Upper	2,613	\$ 182.91	\$ 412.93
2	9	Hallett's Chocolates	1029 W 1st Ave New Madison	Retail Ground	710	\$ 90.00	\$ 90.00
1	26	Oil & Vinegar	808 W Main Ave, #201 RPS	Retail Upper	1,193	\$ 107.37	\$ 107.37
2	9	Satori Dance	122 S Monroe St, #D Railside Center	Retail Ground	1,685	\$ 202.20	\$ 202.20
1	29	Global CU Home Loan Center	726 W Riverside Ave Global Credit Union	Office Ground	4,176	\$ 501.12	\$ 501.12
1	29	Wholesale Floors, LLC	722 W Riverside Ave Global Credit Union	Office Ground	3,000	\$ 360.00	\$ 360.00
1	29	Bistango Martini Lounge	108 N Post St Global Credit Union	Retail Ground	1,000	\$ 220.00	\$ 220.00
2	9	Montvale Hotel	1005 W 1st Ave Montvale Block	Hotels & Motels	36	\$ 720.00	\$ 720.00
1	26	Ben & Jerry's Scoop Shop	808 W Main Ave, #FC-10 RPS	Retail Upper	326	\$ 90.00	\$ 90.00
3	79	Trackside Studio Ceramic Art Gallery	115 S Adams St Adams Street Lofts	Retail Ground	800	\$ 90.00	\$ 90.00
3	79	Julie Elaine	115 S Adams St, #4 Adams Street Lofts	Retail Ground	750	\$ 90.00	\$ 90.00
4	64	Sweet Frostings	9 S Washington St, #111/115 Hutton Bldg	Retail Ground	3,674	\$ 367.40	\$ 367.40
4	61	Spokane Coin Exchange	108 N Washington St, #103 Legion Bldg	Retail Ground	732	\$ 90.00	\$ 90.00
4	61	Paige Numata PhD	108 N Washington St, #421 - 422 Legion Bldg	Office Upper	537	\$ 90.00	\$ 90.00
1	32	STCU	207 N Wall St, #101 Saad Bldg	Retail Skywalk	750	\$ 165.00	
				Office Upper	1,650	\$ 148.50	\$ 313.50
4	71	Garageland	230 W Riverside Ave	Retail Ground	3,234	\$ 323.40	\$ 323.40
4	72	The House of Pop	227 W Riverside Ave, #B/C Hale Bldg	Exempt	800	\$ -	\$ -
2	18	The District Bar	916 W 1st Ave Western Center	Retail Ground	5,775	\$ 693.00	\$ 693.00
4	60	Sherwood Apartments	123 N Bernard St	Apartments	33	\$ 90.00	\$ 90.00

Downtown Improvement District Tenant Assessment Roll



1	26	Pendelton	808 W Main Ave, #218 RPS	Retail Skywalk	3,150	\$ 693.00	\$ 693.00
5	21	Anthony's Homeport at Spokane Falls	510 N Lincoln St	Retail Upper	2,038	\$ 142.66	
				Retail Ground	8,632	\$ 863.20	\$ 1,005.86
2	53	Coffee Cup Café	422 W Riverside Ave, #102 USBank Bldg	Retail Skywalk	294	\$ 90.00	\$ 90.00
2	30	Strategy Lab	827 W 1st Ave, #414 Courtyard Office Center	Retail Upper	252	\$ 90.00	\$ 90.00
1	26	Polka Dot Pottery	808 W Main Ave, #225/227 RPS	Retail Skywalk	1,828	\$ 402.16	\$ 402.16
1	26	Classic Burger	808 W Main Ave, #FC-5 RPS	Retail Upper	784	\$ 90.00	\$ 90.00
1	26	Auntie Anne's Pretzels	808 W Main Ave, #222 RPS	Retail Skywalk	344	\$ 90.00	\$ 90.00
2	36	Douglas & Eden	10 N Post St, #316 Peyton Bldg	Office Upper	851	\$ 90.00	\$ 90.00
2	36	Coffman Engineers	10 N Post St, #439/440/450 Peyton Bldg	Office Upper	937	\$ 90.00	\$ 90.00
1	26	Miso Fresh Asian	808 W Main Ave, #FC-6 RPS	Retail Upper	571	\$ 90.00	\$ 90.00
5	24	Assured Home Health	111 W North River Dr, #204 River's Edge Bldg	Office Upper	2,218	\$ 155.26	\$ 155.26
3	80	KOOK, TERI & DAVID	1221 W RAILROAD ALLEY, #UNIT 1 BLUE CHIP LOFT	Residential	295	\$ 118.02	\$ 118.02
3	80	DARRIN T. BLUME	1221 W RAILROAD ALLEY, #UNIT 2 BLUE CHIP LOFT	Residential	206	\$ 90.00	\$ 90.00
3	80	TOBBY W. HATLEY	1221 W RAILROAD ALLEY, #UNIT 3 BLUE CHIP LOFT	Residential	215	\$ 90.00	\$ 90.00
3	80	ELLIGSEN, RICHARD & MICHELLE	1221 W RAILROAD ALLEY, #UNIT 4 BLUE CHIP LOFT	Residential	476	\$ 190.30	\$ 190.30
3	80	SKOINE, MARK & DEBRA	1221 W RAILROAD ALLEY, #UNIT 5 BLUE CHIP LOFT	Residential	259	\$ 103.66	\$ 103.66
3	80	CASSIDA, BRENDAN W	1221 W RAILROAD ALLEY, #UNIT 6 BLUE CHIP LOFT	Residential	211	\$ 90.00	\$ 90.00
3	80	MARY LYNN BOARDMAN	1221 W RAILROAD ALLEY, #UNIT 7 BLUE CHIP LOFT	Residential	165	\$ 90.00	\$ 90.00
3		BRADLEY WATERBURY	1221 W RAILROAD ALLEY, #UNIT 8 BLUE CHIP LOFT	Residential	263	\$ 105.10	\$ 105.10
3	80	NGS TRUST	1221 W RAILROAD ALLEY, #UNIT 9 BLUE CHIP LOFT	Residential	364	\$ 145.42	\$ 145.42
3	80	LSK LIVING TRUST	1221 W RAILROAD ALLEY, #UNIT 10 BLUE CHIP LOFT	Residential	514	\$ 205.58	\$ 205.58
3	80	BRYAN & MICHELLE DEARDEN	1221 W RAILROAD ALLEY, #UNIT 11 BLUE CHIP LOFT	Residential	184	\$ 90.00	\$ 90.00
3	80	BLUE CHIP LOFTS CONDOMINIUMS OWNERS ASSOCIATION	1221 W RAILROAD ALLEY BLUE CHIP LOFT	Exempt	100	\$ -	\$ -
2	53	Noel Communications Inc	422 W Riverside Ave, #1504 USBank Bldg	Office Upper	1,088	\$ 90.00	\$ 90.00
2	53	Zayo Bandwidth NW	422 W Riverside Ave, #616 USBank Bldg	Exempt	506	\$ -	\$ -
4	61	Airpol LLC / KOA Ventures LLC	108 N Washington St, #305 Legion Bldg	Office Upper	2,550	\$ 178.50	\$ 178.50
4	61	VickerMan & Driscoll Financial Advisors	108 N Washington St, #300 Legion Bldg	Office Upper	1,756	\$ 122.92	\$ 122.92
2		Memories By Design	827 W 1st Ave, #401, 418 Courtyard Office Center	Office Upper	5,107	\$ 408.56	\$ 408.56
2	30	Global Distribution	827 W 1st Ave, #418 Courtyard Office Center	Retail Upper	851	\$ 90.00	\$ 90.00
2	30	Franklin Loan Center	827 W 1st Ave, #121 Courtyard Office Center	Retail Ground	485	\$ 90.00	\$ 90.00
3	83	7 Storms Advertising	1325 W 1st Ave, #206 Eldridge Bldg	Office Upper	607	\$ 90.00	\$ 90.00
3	83	Chris Bradley	1325 W 1st Ave, #216 Eldridge Bldg	Office Upper	270	\$ 90.00	\$ 90.00
3	83	Erika Klossner Counseling	1325 W 1st Ave, #218 Eldridge Bldg	Office Upper	245	\$ 90.00	\$ 90.00
3	83	Chris Morlan Architect and Associates	1325 W 1st Ave, #226 Eldridge Bldg	Office Upper	1,375	\$ 96.25	\$ 96.25
4	63	Upper Glen Café	309 W Riverside Ave Glen Dow Bldg	Retail Ground	751	\$ 90.00	\$ 90.00
1	34	Lululemon	707 W Main Ave Crescent Court	Retail Ground	3,812	\$ 838.64	\$ 838.64
5	24	Red Lion Hotels Corporation	201 W North River Dr, #200 RLH Bldg	Office Upper	13,265	\$ 928.55	\$ 928.55
5	24	Imperial PFS	201 W North River Dr, #301 RLH Bldg	Office Upper	2,396	\$ 167.72	\$ 167.72
5	24	Trans Canada	201 W North River Dr, #505 RLH Bldg	Office Upper	6,822	\$ 477.54	\$ 477.54

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2	54	Purpose Financial Advisors	421 W Riverside Ave, #256 Paulsen Center	Office Ground	800	\$ 90.00	\$ 90.00
3	79	HAL R & VICKI M DIXON	1209 W RIVERSIDE AVE	Residential	441	\$ 176.40	\$ 176.40
3	79	JANS, DONALD & MARILYN	1211 W RIVERSIDE AVE	Residential	369	\$ 147.80	\$ 147.80
4	64	Houses 360	308 W 1st Ave, #A Lorraine Bldg	Office Upper	100	\$ 90.00	\$ 90.00
4	64	Assisted Life Solutions LLC	308 W 1st Ave, #205 Lorraine Bldg	Office Upper	150	\$ 90.00	\$ 90.00
4	64	Waypoint Professional Group	308 W 1st Ave, #209 Lorraine Bldg	Office Upper	100	\$ 90.00	\$ 90.00
4	64	Aurora Natural Resources Group Inc	308 W 1st Ave, #203 Lorraine Bldg	Office Upper	100	\$ 90.00	\$ 90.00
2	17	Philip Murphy - PLM Investment Advisors	421 W Riverside Ave, #1046 Paulsen Center	Office Upper	299	\$ 90.00	\$ 90.00
2	45	Roan Associates Inc	121 S Wall St Atrium Bldg	Exempt	1,250	\$ -	\$ -
3	80	BLUE CHIP LOFT CONDOMINIUMS	1221 W RAILROAD ALLEY BLUE CHIP LOFT	Exempt	2,370	\$ -	\$ -
3	79	RIVERSIDE COURT TOWNHOUSES	1220 W RIVERSIDE AVE	Exempt	2,920	\$ -	\$ -
2	19	Maud Artistry	920 W 1st Ave Western Center	Retail Ground	980	\$ 117.60	\$ 117.60
2	17	JT Tech Inc.	905 W Riverside Ave, #408 Great Western Bldg	Office Upper	505	\$ 90.00	\$ 90.00
5	13	Cutler Law Offices	711 N Lincoln St, #B Lincoln Court Bldg	Office Basement	870	\$ 90.00	\$ 90.00
1	67	Brennan Law PLLC	220 W Main Ave	Office Ground	1,531	\$ 183.72	\$ 183.72
4	61	The Unforgiven Lounge	108 N Washington St, #101-103 Legion Bldg	Retail Upper	1,348	\$ 94.36	
				Retail Ground	2,317	\$ 231.70	\$ 326.06
4	61	Leftbank Wine Bar	108 N Washington St, #105 Legion Bldg	Retail Ground	1,113	\$ 111.30	\$ 111.30
5	13	Christy Branson, Artist	626 N Monroe	Retail Ground	1,225	\$ 122.50	\$ 122.50
4	61	SDS Realty	108 N Washington St, #500 Legion Bldg	Office Upper	3,048	\$ 213.36	\$ 213.36
4	61	Eowen S Rosentrater Law Office	108 N Washington St, #302 Legion Bldg	Office Upper	1,776	\$ 124.32	\$ 124.32
5	12	John Rovtar Design Studio	921 W Broadway Ave, #203 Broadway Bldg	Office Upper	750	\$ 90.00	\$ 90.00
5	12	Cindy Jordan	921 W Broadway Ave, #205A Broadway Bldg	Office Upper	500	\$ 90.00	\$ 90.00
5	12	Law Offices of Peter March	921 W Broadway Ave, #201 Broadway Bldg	Office Upper	498	\$ 90.00	\$ 90.00
1	26	Francesca's Collections, Inc	808 W Main Ave, #245 RPS	Retail Skywalk	1,099	\$ 241.78	\$ 241.78
4	61	MSI Engineers Inc	108 N Washington St, #505 Legion Bldg	Office Upper	3,240	\$ 226.80	\$ 226.80
4	61	Amanda Kern Integrated Balance	108 N Washington St, #407 - 408 Legion Bldg	Office Upper	434	\$ 90.00	\$ 90.00
2	18	The Knitting Factory	919 W Sprague Ave Western Center	Retail Ground	6,573	\$ 788.76	\$ 788.76
2	18	Metropolitan Apartments	908 W 1st Ave Western Center	Apartments	18	\$ 90.00	\$ 90.00
2	18	Western United Life Assurance Company	926 W 1st Ave Western Center	Commercial Parking	60	\$ 150.00	\$ 150.00
1	34	Choice Holdings LLC	110 N Post St	Office Ground	1,083	\$ 129.96	\$ 129.96
2	29	Office of Chapter 13 Trustee	801 W Riverside Ave, #515 SRBC Bldg	Office Upper	6,291	\$ 503.28	\$ 503.28
2	54	Wood Insurance Network Group	421 W Riverside Ave, #668 Paulsen Center	Office Upper	338	\$ 90.00	\$ 90.00
2	54	ZBA Architecture P.S.	421 W Riverside Ave, #860 Paulsen Center	Office Upper	2,611	\$ 208.88	\$ 208.88
2	49	Law Offices of Maris Baltin's	7 S Howard St, #220, S200B Symons Bldg	Office Upper	423	\$ 33.84	
				Office Upper	1,382	\$ 110.56	\$ 144.40
2	49	House of Healing PLLC	7 S Howard St, #210 Symons Bldg	Retail Upper	2,228	\$ 178.24	\$ 178.24
2	49	Robert Rowley	7 S Howard St, #218 Symons Bldg	Office Upper	697	\$ 90.00	\$ 90.00
2	49	Spokane Copy Legal	7 S Howard St, #224 Symons Bldg	Office Upper	1,700	\$ 136.00	\$ 136.00
2	49	Paul DiNenna Jr	7 S Howard St, #425 Symons Bldg	Office Upper	1,318	\$ 105.44	\$ 105.44

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2	49	Full Moon Integrative Therapy	7 S Howard St, #428 Symons Bldg	Office Upper	698	\$ 90.00	\$ 90.00
2	49	KSBN Radio	7 S Howard St, #430 Symons Bldg	Office Upper	484	\$ 90.00	\$ 90.00
4	72	Ten Salon Inc	15 N Browne St Havermale Park	Retail Ground	500	\$ 90.00	\$ 90.00
4	25	CITY OF SPOKANE	310 N POST ST	Public Parks	43	\$ 6,405.00	\$ 6,405.00
2	53	Star Touch Broadband Services	422 W Riverside Ave, #1521 USBank Bldg	Office Upper	317	\$ 90.00	\$ 90.00
2	53	Northwest Access Services	422 W Riverside Ave, #1520 USBank Bldg	Office Upper	285	\$ 90.00	\$ 90.00
2	53	Yoder, Medina, Campbell	422 W Riverside Ave, #501 USBank Bldg	Exempt	2,029	\$ -	\$ -
2	30	Gore Electric	827 W 1st Ave, #314 Courtyard Office Center	Office Upper	252	\$ 90.00	\$ 90.00
2	36	Tempus Cellars	8 N Post St, #8 Peyton Bldg	Retail Ground	1,344	\$ 161.28	\$ 161.28
4	72	Mountain Lakes Brewing Company	201 W Riverside Ave Havermale Park	Retail Ground	1,400	\$ 140.00	\$ 140.00
4	72	The Bartlett	228 W Sprague Ave Havermale Park	Retail Ground	3,000	\$ 300.00	\$ 300.00
4	72	nyne Bar & Bistro	232 W Sprague Ave Havermale Park	Retail Ground	4,300	\$ 430.00	\$ 430.00
1	26	Manny's Pizza	808 W Main Ave, #FC-3 RPS	Retail Upper	868	\$ 90.00	\$ 90.00
1	34	Umpqua Bank	707 W Main Ave, #450/550 Crescent Court	Office Upper	12,395	\$ 1,115.55	
				Office Upper	21,227	\$ 1,910.43	\$ 3,025.98
2	48	Felice Law Offices PS	505 W Riverside Ave, #210 Fernwell Bldg	Office Upper	2,031	\$ 162.48	\$ 162.48
1	26	Gaslamp	808 W Main Ave, #FC-1 RPS	Retail Upper	996	\$ 90.00	\$ 90.00
1	27	MUV Fitness	809 W Main Ave, #212 W 809 Bldg	Retail Skywalk	20,390	\$ 4,485.80	\$ 4,485.80
3	78	Weathers & Associates	105 S Madison St Otis Hotel	Office Ground	1,976	\$ 177.84	\$ 177.84
5	22	Evergreen Elder Law	621 W Mallon Ave, #300 Flour Mill	Office Ground	577	\$ 90.00	\$ 90.00
5	22	HoHo Teriyaki Chicken	621 W Mallon Ave, #305 Flour Mill	Retail Ground	678	\$ 90.00	\$ 90.00
5	22	Stantec	621 W Mallon Ave, #307 Flour Mill	Office Ground	1,252	\$ 112.68	\$ 112.68
5	22	Armstrong and O'Brien Therapy	621 W Mallon Ave, #503 Flour Mill	Office Upper	389	\$ 90.00	\$ 90.00
2	56	Hormel Law Office LLC	421 W 1st Ave, #110 Minnesota Bldg	Office Ground	1,300	\$ 143.00	\$ 143.00
4	61	Desautel Hege Communications	315 W Riverside Ave, #200 Morgan	Office Upper	5,484	\$ 383.88	\$ 383.88
1	27	P.F. Chang's China Bistro	801 W Main Ave W 809 Bldg	Retail Ground	8,133	\$ 1,789.26	\$ 1,789.26
2	54	Sodemann Documents Services Inc	421 W Riverside Ave, #975 Paulsen Center	Office Upper	1,178	\$ 94.24	
				Office Upper	306	\$ 24.48	\$ 118.72
1	40	Selkirk Investments Inc	222 N Wall St, #402 Wheatland FC	Office Upper	1,671	\$ 150.39	\$ 150.39
4	61	Dermatherapie Skin Spa	108 N Washington St, #415 - 419 Legion Bldg	Retail Upper	1,185	\$ 90.00	\$ 90.00
1	26	To Market	808 W Main Ave, #229 RPS	Retail Skywalk	920	\$ 202.40	\$ 202.40
1	46	Rover	530 W Main Ave, #204 Bennett Block	Office Skywalk	3,440	\$ 412.80	\$ 412.80
2	43	Delta Dental of Washington	601 W Riverside Ave, #1720 Bank Of America FC	Office Upper	1,031	\$ 90.00	\$ 90.00
1	46	Fusion Media	530 W Main Ave, #230 Bennett Block	Retail Skywalk	720	\$ 158.40	\$ 158.40
2	17	Primum Healthcare Solutions LLC	905 W Riverside Ave, #506 Great Western Bldg	Office Upper	508	\$ 90.00	\$ 90.00
5	13	Northwest Business Finance	711 N Lincoln St, #C Lincoln Court Bldg	Office Ground	580	\$ 90.00	\$ 90.00
1	41	Level 3 Communications	601 W Main Ave, #200 Chase	Office Upper	4,655	\$ 418.95	\$ 418.95
1	41	Thomas M Patrick CPA PS	601 W Main Ave, #320 Chase	Office Upper	2,621	\$ 235.89	\$ 235.89
5	22	Don Kelley	621 W Mallon Ave, #607 Flour Mill	Office Upper	1,110	\$ 90.00	\$ 90.00
1	42	Reflections Kaffee Haus	618 W Riverside Ave, #200 Bank of Whitman FC	Retail Skywalk	2,427	\$ 533.94	\$ 533.94

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4	62	MORGAN BUILDING LLC	315 W RIVERSIDE AVE, #001 MORGAN	Exempt	28	\$	-	\$	-
4	62	OWLSTONE LLC	315 W RIVERSIDE AVE, #100 MORGAN	Residential	543	\$	217.14	\$	217.14
4	62	BDH MORGAN PARTNERS LLC	315 W RIVERSIDE AVE, #200 MORGAN	Residential	506	\$	202.57	\$	202.57
4	62	312 MORGAN BUILDING LLC	315 W RIVERSIDE AVE, #2-312 MORGAN	Residential	215	\$	90.00	\$	90.00
4	62	HATTIE MAE LLC	314 W RIVERSIDE AVE, #2-316 MORGAN	Residential	131	\$	90.00	\$	90.00
4	62	PIGOTT, JOHN & RENEE	315 W RIVERSIDE AVE, #406 MORGAN	Residential	243	\$	97.35	\$	97.35
4	62	ENGSTROM, KARIN	315 W RIVERSIDE AVE, #407 MORGAN	Residential	252	\$	100.80	\$	100.80
4	62	BARBARA J HINZMAN	315 W RIVERSIDE AVE, #501 MORGAN	Residential	179	\$	90.00	\$	90.00
4	62	OVERYBAY, SHANNON R DARRELL M	315 W RIVERSIDE AVE, #502 MORGAN	Residential	253	\$	101.02	\$	101.02
4	62	KOESTER, JESSE R	315 W RIVERSIDE AVE, #503 MORGAN	Residential	205	\$	90.00	\$	90.00
4	62	NINE MILE INC	315 W RIVERSIDE AVE, #504 MORGAN	Residential	199	\$	90.00	\$	90.00
4	62	RE 360 HOLDINGS LLC	315 W RIVERSIDE AVE, #505 MORGAN	Residential	177	\$	90.00	\$	90.00
4	62	HEMINGWAY, LYLE & LINDA	315 W RIVERSIDE AVE, #506 MORGAN	Residential	252	\$	100.99	\$	100.99
4	62	CONNIE EMRY	315 W RIVERSIDE AVE, #507 MORGAN	Residential	194	\$	90.00	\$	90.00
4	62	BRUCE G & TAMA A JORDAN	315 W RIVERSIDE AVE, #601 MORGAN	Residential	361	\$	144.26	\$	144.26
4	62	MATTOON, SYLVIA & HADEN, GRAIG	315 W RIVERSIDE AVE, #602 MORGAN	Residential	158	\$	90.00	\$	90.00
4	62	SALLY ANN MCNAIR	315 W RIVERSIDE AVE, #603 MORGAN	Residential	194	\$	90.00	\$	90.00
4	62	JONES LIVING TRUST	315 W RIVERSIDE AVE, #604 MORGAN	Residential	233	\$	93.20	\$	93.20
4	62	KLAMPER, ERIC	315 W RIVERSIDE AVE, #605 MORGAN	Residential	241	\$	96.37	\$	96.37
4	62	LYLE R & KATHLEEN A WENDLING	315 W RIVERSIDE AVE, #606 MORGAN	Residential	223	\$	90.00	\$	90.00
4	62	DANISH, DANIAL / DAHL, MICHELLE	315 W RIVERSIDE AVE, #607 MORGAN	Residential	197	\$	90.00	\$	90.00
4	62	THE LOFTS AT THE MORGAN BLDG OWNRS ASSOC	315 W RIVERSIDE AVE MORGAN	Exempt	7,177	\$	-	\$	-
2	56	BULLOCK PROPERTY MANAGEMENT LLC	423 W 1ST AVE, #100 MINNESOTA BLDG	Residential	161	\$	96.48	\$	96.48
2	56	EPIC PROPERTIES LLC	423 W 1ST AVE, #110 MINNESOTA BLDG	Residential	159	\$	95.40	\$	95.40
2	56	MOUND HARDWARE	423 W 1ST AVE, #210 MINNESOTA BLDG	Residential	52	\$	90.00	\$	90.00
2	56	MOUND HARDWARE	423 W 1ST AVE, #220 MINNESOTA BLDG	Residential	108	\$	90.00	\$	90.00
2	56	MOUND HARDWARE	423 W 1ST AVE, #230 MINNESOTA BLDG	Residential	51	\$	90.00	\$	90.00
2	56	MOUND HARDWARE	423 W 1ST AVE, #240 MINNESOTA BLDG	Residential	91	\$	90.00	\$	90.00
2	56	DAVIES, APRIL	423 W 1ST AVE, #B1 MINNESOTA BLDG	Residential	28	\$	90.00	\$	90.00
2	56	DAVIES, APRIL	423 W 1ST AVE, #B2 MINNESOTA BLDG	Residential	22	\$	90.00	\$	90.00
2	56	417 W FIRST LLC	417 W 1ST AVE, #1A MINNESOTA BLDG	Residential	135	\$	90.00	\$	90.00
2	56	ADORBEHI, FARHAD & CHARITY	417 W 1ST AVE, #1B MINNESOTA BLDG	Residential	206	\$	123.78	\$	123.78
2	56	REYKDAL, ZACHARY V	417 W 1ST AVE, #1C MINNESOTA BLDG	Residential	233	\$	139.92	\$	139.92
2	56	OLSON, CHRISTOPHER	417 W 1ST AVE, #1D MINNESOTA BLDG	Residential	193	\$	115.50	\$	115.50
2	56	417 W FIRST LLC	417 W 1ST AVE, #250 MINNESOTA BLDG	Residential	182	\$	109.20	\$	109.20
2	56	MOUND HARDWARE	417 W 1ST AVE, #2A MINNESOTA BLDG	Residential	89	\$	90.00	\$	90.00
2	56	MOUND HARDWARE	417 W 1ST AVE, #2B MINNESOTA BLDG	Residential	61	\$	90.00	\$	90.00
2	56	ATCHISON, RON & JANET	417 W 1ST AVE, #3A MINNESOTA BLDG	Residential	146	\$	90.00	\$	90.00
2	56	MOUND HARDWARE	417 W 1ST AVE, #3B MINNESOTA BLDG	Residential	66	\$	90.00	\$	90.00
2	56	WOLFE, ANDREW C	417 W 1ST AVE, #3C MINNESOTA BLDG	Residential	159	\$	95.58	\$	95.58

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2	56	MOUND HARDWARE	417 W 1ST AVE, #3D MINNESOTA BLDG	Residential	73	\$ 90.00	\$ 90.00
2	56	MOUND HARDWARE	417 W 1ST AVE, #3E MINNESOTA BLDG	Residential	70	\$ 90.00	\$ 90.00
2	56	MINNESOTA/OAKLEY CONDO OWNERS ASSOC	417 W 1ST AVE MINNESOTA BLDG	Exempt	2,241	\$ -	\$ -
3	79	KOLVA, HARRY & PATRICIA	115 S ADAMS ST, #201 Adams Street Lofts	Residential	226	\$ 90.23	\$ 90.23
3	79	KOLVA-SULLIVAN LLC	115 S ADAMS ST, #202 Adams Street Lofts	Residential	102	\$ 90.00	\$ 90.00
3	79	BETSINGER, TANNER & ALISON	115 S ADAMS ST, #203 ADAMS STREET LOFTS	Residential	357	\$ 142.63	\$ 142.63
3	79	KOLVA-SULLIVAN LLC	115 S ADAMS ST, #204 Adams Street Lofts	Residential	157	\$ 90.00	\$ 90.00
3	79	ARCHIE BRAY FOUNDATION	115 S ADAMS ST, #5 Adams Street Lofts	Residential	123	\$ 90.00	\$ 90.00
3	79	KOLVA-SULLIVAN LLC	115 S ADAMS ST, #6 Adams Street Lofts	Residential	98	\$ 90.00	\$ 90.00
3	79	KOLVA-SULLIVAN LLC	115 S ADAMS ST, #A Adams Street Lofts	Residential	41	\$ 90.00	\$ 90.00
3	79	KOLVA-SULLIVAN LLC	115 S ADAMS ST, #B Adams Street Lofts	Residential	51	\$ 90.00	\$ 90.00
3	79	ADAMS ST LOFT CONDO OWNERS ASSOC	115 S ADAMS ST Adams Street Lofts	Exempt	690	\$ -	\$ -
2	50	Spokane Fusion LLC	107 S Howard St, #103 Tomlinson Black Building	Retail Ground	800	\$ 96.00	\$ 96.00
1	47	Piskel Yahne Kovarik PLLC	522 W Riverside Ave, #700 Fidelity Bldg	Office Upper	4,525	\$ 407.25	\$ 407.25
3	6	Spokane Counseling Group	1124 W Riverside Ave, #LL2 North Coast Plaza Bldg	Office Basement	1,475	\$ 103.25	\$ 103.25
2	43	ABM Parking	601 W Riverside Ave, #420 Bank Of America FC	Office Upper	1,267	\$ 101.36	\$ 101.36
2	48	Columbia State Bank	505 W Riverside Ave, #100 Fernwell Bldg	Office Ground	6,888	\$ 757.68	
				Office Upper	4,144	\$ 331.52	\$ 1,089.20
2	17	Oxalis Group	905 W Riverside Ave, #212 Great Western Bldg	Office Upper	646	\$ 90.00	\$ 90.00
2	17	AT&T	905 W Riverside Ave, #214B Great Western Bldg	Office Upper	342	\$ 90.00	\$ 90.00
2	17	Samantha Chandler	905 W Riverside Ave, #302 Great Western Bldg	Office Upper	488	\$ 90.00	\$ 90.00
2	17	Tina Weaver MA LMHC	905 W Riverside Ave, #303 Great Western Bldg	Office Upper	195	\$ 90.00	\$ 90.00
2	17	Michael Love Law Firm PLLC	905 W Riverside Ave, #404 Great Western Bldg	Office Upper	450	\$ 36.00	
				Office Upper	701	\$ 56.08	\$ 92.08
2	17	Millianna Jewelry	905 W Riverside Ave, #608 Great Western Bldg	Office Upper	713	\$ 90.00	\$ 90.00
4	61	cues	108 N Washington St, #104 Legion Bldg	Office Ground	880	\$ 90.00	\$ 90.00
4	61	Threshold Fitness	108 N Washington St, #B10 GYM Legion Bldg	Office Basement	1,300	\$ 91.00	\$ 91.00
1	28	Empirical Wealth Management	818 W Riverside Ave, #450 Lincoln Plaza	Office Upper	1,604	\$ 144.36	\$ 144.36
1	28	Sushi Sakai	818 W Riverside Ave, #A Lincoln Plaza	Retail Ground	4,040	\$ 888.80	\$ 888.80
1	28	Longbow Financial	818 W Riverside Ave, #200 Lincoln Plaza	Office Upper	1,181	\$ 106.29	\$ 106.29
1	32	KSB Litigations PS	221 N Wall St, #210 Old City Hall	Office Upper	3,321	\$ 298.89	\$ 298.89
1	32	The Bozzi Collection	221 N Wall St, #226 Old City Hall	Retail Skywalk	1,702	\$ 374.44	\$ 374.44
4	72	The House of Pop	227 W Riverside Ave, #C Havermale Park	Retail Ground	1,200	\$ 120.00	
				Retail Ground	800	\$ 80.00	\$ 200.00
2	30	Clearwater Seed LLC	827 W 1st Ave, #325 Courtyard Office Center	Office Upper	1,609	\$ 128.72	\$ 128.72
2	9	Rain Lounge	1009 W 1st Ave Montvale Block	Retail Ground	2,280	\$ 273.60	\$ 273.60
2	9	Hanson Carlen Construction	112 S Monroe St Montvale Block	Office Ground	636	\$ 90.00	\$ 90.00
4	62	BLANCHAT, KEVIN	315 W RIVERSIDE AVE, #303 MORGAN LOFTS	Residential	222	\$ 90.00	\$ 90.00
4	62	MURPHY FAMILY TRUST	315 W RIVERSIDE AVE, #403 MORGAN LOFTS	Residential	216	\$ 90.00	\$ 90.00
4	62	ROBERT M AHERN & PAULA J ROBINSON	315 W RIVERSIDE AVE, #405 MORGAN LOFTS	Residential	192	\$ 90.00	\$ 90.00

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4	62	LARRY & PATRICIA BISHOP	315 W RIVERSIDE AVE, #404 MORGAN LOFTS	Residential	250	\$ 100.04	\$ 100.04
4	62	JAMES W HARPER	315 W RIVERSIDE AVE, #401 MORGAN LOFTS	Residential	187	\$ 90.00	\$ 90.00
4	62	RICHARD & SHARON PAULL	315 W RIVERSIDE AVE, #307 MORGAN LOFTS	Residential	169	\$ 90.00	\$ 90.00
4	62	TAPLIN FAMILY TRUST	315 W RIVERSIDE AVE, #306 MORGAN LOFTS	Residential	254	\$ 101.78	\$ 101.78
4	62	SANDERS, STEVE & MARY KAY	315 W RIVERSIDE AVE, #301 MORGAN LOFTS	Residential	169	\$ 90.00	\$ 90.00
4	62	LYNDA ZAPPONE	315 W RIVERSIDE AVE, #304 MORGAN LOFTS	Residential	251	\$ 100.24	\$ 100.24
2	62	RE 360 HOLDINGS LLC	315 W RIVERSIDE AVE, #305 MORGAN LOFTS	Residential	186	\$ 111.80	\$ 111.80
4	62	MATTHEW J JANKOWSKI	315 W RIVERSIDE AVE, #302 MORGAN LOFTS	Residential	265	\$ 105.97	\$ 105.97
4	62	HIRAI, JESSE	315 W RIVERSIDE AVE, #402 MORGAN LOFTS	Residential	264	\$ 105.67	\$ 105.67
2	49	MADDY, MICHAEL	501 W SPRAGUE AVE HALLIDAY CONDO	Exempt	0	\$ -	\$ -
2	49	MADDY, MICHAEL R	501 W SPRAGUE AVE, #UNIT A HALLIDAY CONDO	Residential	93	\$ 90.00	\$ 90.00
2	49	MADDY, MICHAEL	501 W SPRAGUE AVE, #UNIT B HALLIDAY CONDO	Residential	113	\$ 90.00	\$ 90.00
2	49	MADDY, MICHAEL	501 W SPRAGUE AVE, #UNIT C HALLIDAY CONDO	Residential	115	\$ 90.00	\$ 90.00
2	49	MADDY, MICHAEL	501 W SPRAGUE AVE, #UNIT D HALLIDAY CONDO	Residential	92	\$ 90.00	\$ 90.00
2	49	MADDY, MICHAEL	501 W SPRAGUE AVE, #UNIT E HALLIDAY CONDO	Exempt	5	\$ -	\$ -
1	47	Healing Solutions	522 W Riverside Ave, #201 Fidelity Bldg	Retail Upper	452	\$ 90.00	\$ 90.00
2	49	HALLIDAY CONDO ASSOCIATION	501 W SPRAGUE AVE HALLIDAY CONDO	Exempt	418	\$ -	\$ -
1	47	Paukert and Troppmann	522 W Riverside Ave, #560 Fidelity Bldg	Office Upper	2,733	\$ 245.97	\$ 245.97
2	31	DAVENPORT TOWER LLC	111 S POST ST DAVENPORT TOWER	Exempt	0	\$ -	\$ -
1	27	W 809 CONDOMINIUM ASSOCIATION	825 W MAIN AVE W 809 CONDOS	Exempt	0	\$ -	\$ -
1	27	ROSS, JACQUELINE	809 W MAIN AVE, #UNIT 315 W 809 CONDOS	Residential	1,900	\$ 1,140.00	\$ 1,140.00
1	27	JOHN & RITA SANTILLANES LLC	809 W MAIN AVE, #UNIT 314 W 809 CONDOS	Residential	693	\$ 415.80	\$ 415.80
1	27	JOHNSON, JACK	809 W MAIN AVE, #UNIT 313 W 809 CONDOS	Residential	694	\$ 416.40	\$ 416.40
1	27	THOMAS JR, TED & NOREEN	809 W MAIN AVE, #UNIT 312 W 809 CONDOS	Residential	553	\$ 332.04	\$ 332.04
1	27	809 LOFTS LLC	809 W MAIN AVE, #UNIT 311 W 809 CONDOS	Residential	445	\$ 267.12	\$ 267.12
1	27	METTLACH, THOMAS / FLEGAL, THERESA	809 W MAIN AVE, #UNIT 310 W 809 CONDOS	Residential	432	\$ 259.44	\$ 259.44
1	27	KOEGEN, ROY	809 W MAIN AVE, #UNIT 309 W 809 CONDOS	Residential	560	\$ 336.24	\$ 336.24
1	27	CAMERON, JIM & SUSAN	809 W MAIN AVE, #308 W 809 CONDOS	Residential	550	\$ 329.70	\$ 329.70
1	27	THOMAS, JEFFREY P & REGINA K	809 W MAIN AVE, #UNIT 307 W 809 CONDOS	Residential	528	\$ 316.80	\$ 316.80
1	27	REDMOND, PAUL & BARBARA	809 W MAIN AVE, #UNIT 305-6 W 809 CONDOS	Residential	1,256	\$ 753.54	\$ 753.54
1	27	SELECT CREDIT AND LEASING LLC	809 W MAIN AVE, #UNIT 304 W 809 CONDOS	Residential	646	\$ 387.60	\$ 387.60
1	27	PRUSSACK, CHARLES & SUSAN	809 W MAIN AVE, #UNIT 302 W 809 CONDOS	Residential	648	\$ 388.62	\$ 388.62
1	27	NGS TRUST	809 W MAIN AVE, #UNIT 301 W 809 CONDOS	Residential	660	\$ 396.00	\$ 396.00
1	27	KAVAKLI, SIMON & SUHA	809 W MAIN AVE, #UNIT 206 W 809 CONDOS	Residential	821	\$ 492.48	\$ 492.48
1	27	LEE, JOHN & JANELLE L	809 W MAIN AVE, #UNIT 205 W 809 CONDOS	Residential	700	\$ 420.06	\$ 420.06
1	27	JEFFREY & TONI BRANNON	809 W MAIN AVE, #UNIT 204 W 809 CONDOS	Residential	1,092	\$ 655.02	\$ 655.02
1	27	TOMMY & LESLIE ROSSER	809 W MAIN AVE, #UNIT 203 W 809 CONDOS	Residential	620	\$ 371.94	\$ 371.94
1	27	RAPACKI, CHRISTOPHER & STEPHANE	809 W MAIN AVE, #UNIT 202 W 809 CONDOS	Residential	745	\$ 446.88	\$ 446.88
1	27	RONALD & DEBORAH MICIAK	809 W MAIN AVE, #UNIT 201 W 809 CONDOS	Residential	807	\$ 484.14	\$ 484.14
1	42	Etter, McMahon, Lamberson, Van Wert & Oreskovich P	618 W Riverside Ave, #210 Bank of Whitman FC	Office Upper	6,740	\$ 606.60	\$ 606.60

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1	42	Foster Pepper PLLC	618 W Riverside Ave, #300 Bank of Whitman FC	Office Upper	15,370	\$ 1,383.30	\$ 1,383.30
4	22	SPOKANE PUBLIC FACILITIES DISTRICT	334 W SPOKANE FALLS BLVD	Public Facilities District	16,886	\$ 5,234.57	\$ 5,234.57
4	22	SPOKANE PUBLIC FACILITIES DISTRICT	UNKNOWN	Public Facilities District	607	\$ 188.21	\$ 188.21
4	22	SPOKANE PUBLIC FACILITIES DISTRICT	UNKNOWN	Public Facilities District	3,961	\$ 1,227.97	\$ 1,227.97
4	22	DR SPOKANE CITY CENTER LLC	UNKNOWN	Public Facilities District	4,500	\$ 1,395.00	\$ 1,395.00
4	22	SPOKANE PUBLIC FACILITIES DISTRICT	40 W SPOKANE FALLS BLVD	Public Facilities District	50,449	\$ 15,639.13	\$ 15,639.13
2	22	SPO CONVENTION CENTER CONDO ASSOC	334 W SPOKANE FALLS BLVD	Exempt	0	\$ -	\$ -
5	22	WAYSON REVOCABLE LIVING TRUST	820 N POST ST, #UNIT 306 UPPER FALLS CONDOS	Residential	770	\$ 307.82	\$ 307.82
5	22	CYRUS & JANET VAUGHN	820 N POST ST, #UNIT 202 UPPER FALLS CONDOS	Residential	1,474	\$ 589.50	\$ 589.50
5	22	BLOOM, HELGA	820 N POST ST, #UNIT 401 UPPER FALLS CONDOS	Residential	668	\$ 267.30	\$ 267.30
5	22	FRANK & ANITA HALBICH	820 N POST ST, #UNIT 406 UPPER FALLS CONDOS	Residential	770	\$ 307.82	\$ 307.82
5	22	DAVEY, THOMAS & DENISE	820 N POST ST, #UNIT 302 UPPER FALLS CONDOS	Residential	760	\$ 304.02	\$ 304.02
5	22	LILLIE, GERALD & REGINA	820 N POST ST, #UNIT 201 UPPER FALLS CONDOS	Residential	666	\$ 266.26	\$ 266.26
5	22	MICHAEL & CATHRYN HENNEBERRY	820 N POST ST, #UNIT 303 UPPER FALLS CONDOS	Residential	777	\$ 310.84	\$ 310.84
5	22	LILL, DAVID J & NANCY M	820 N POST ST, #UNIT 503 UPPER FALLS CONDOS	Residential	985	\$ 393.98	\$ 393.98
5	22	MURPHY FAMILY TRUST	820 N POST ST, #UNIT 504 UPPER FALLS CONDOS	Residential	1,149	\$ 459.74	\$ 459.74
5	22	SWARTZ, LARRY & DEBRA	820 N POST ST, #UNIT 103 UPPER FALLS CONDOS	Residential	914	\$ 365.72	\$ 365.72
5	22	MARK EDWARDS/DARCY CUNNINGHAM	820 N POST ST, #UNIT 204 UPPER FALLS CONDOS	Residential	619	\$ 247.78	\$ 247.78
5	22	RICHARD & BARBARA UMBDENSTOCK	820 N POST ST, #UNIT 206 UPPER FALLS CONDOS	Residential	770	\$ 307.82	\$ 307.82
5	22	JOHN & PATRICIA NUGENT	820 N POST ST, #UNIT 403 UPPER FALLS CONDOS	Residential	777	\$ 310.84	\$ 310.84
5	22	GOLDMAN, JEFFERY/GABRIEL, PEGGY	820 N POST ST, #UNIT 405 UPPER FALLS CONDOS	Residential	792	\$ 316.96	\$ 316.96
5	22	UPPER FALLS CONDO OWNERS' ASSOCIATION	UNKNOWN UPPER FALLS CONDOS	Exempt	25,535	\$ -	\$ -
5	22	SHEEHAN, JAMES L / ALBERTS, MARY A	820 N POST ST, #UNIT 304 UPPER FALLS CONDOS	Residential	619	\$ 247.78	\$ 247.78
5	22	HARRINGTON MICHAEL L & LINDA	820 N POST ST, #UNIT 601 UPPER FALLS CONDOS	Residential	1,179	\$ 471.60	\$ 471.60
5	22	JONES, WILLIAM G & ANN T	820 N POST ST, #UNIT 101 UPPER FALLS CONDOS	Residential	683	\$ 273.36	\$ 273.36
5	22	BRETT 1989 REV TRUST, ROBERT & CATHLEEN	820 N POST ST, #UNIT 602 UPPER FALLS CONDOS	Residential	1,191	\$ 476.20	\$ 476.20
5	22	ROBINSON III, FREDERICK D	820 N POST ST, #UNIT 604 (6d) UPPER FALLS CONDOS	Residential	1,317	\$ 526.68	\$ 526.68
5	22	EHRENBERG, LINDA L	820 N POST ST, #UNIT 105 UPPER FALLS CONDOS	Residential	792	\$ 316.96	\$ 316.96
5	22	LAWSON WILLIAM J & CAROL K	820 N POST ST, #UNIT 501 UPPER FALLS CONDOS	Residential	1,083	\$ 433.16	\$ 433.16
5	22	BRETT, ROBERT A & CATHLEEN	820 N POST ST, #UNIT 104 UPPER FALLS CONDOS	Residential	619	\$ 247.78	\$ 247.78
5	22	MONSON, DONALD & DEANNA M	820 N POST ST, #UNIT 106 UPPER FALLS CONDOS	Residential	778	\$ 311.04	\$ 311.04
5	22	KROETCH, PATRICIA	820 N POST ST, #UNIT 301 UPPER FALLS CONDOS	Residential	668	\$ 267.30	\$ 267.30
5	22	PUGEL, MATTHEW S & DELIGHT E	820 N POST ST, #UNIT 402 UPPER FALLS CONDOS	Residential	770	\$ 308.02	\$ 308.02
5	22	GUMP, TIMOTHY K & REBECCA L	820 N POST ST, #UNIT 502 UPPER FALLS CONDOS	Residential	979	\$ 391.60	\$ 391.60
5	22	MUNCH, W & VICTORIA	820 N POST ST, #UNIT 102 UPPER FALLS CONDOS	Residential	770	\$ 308.02	\$ 308.02
5	22	STONE, BRYAN & CHERYL	820 N POST ST, #UNIT 205 UPPER FALLS CONDOS	Residential	792	\$ 316.96	\$ 316.96
5	22	SHERIDAN DON J & CAROL A	820 N POST ST, #UNIT 305 (3E) UPPER FALLS CONDOS	Residential	792	\$ 316.96	\$ 316.96
5	22	HOWARD L & DORIS G WILLIAM	820 N POST ST, #UNIT 404 UPPER FALLS CONDOS	Residential	619	\$ 247.78	\$ 247.78
5	22	BARBIERI, DONALD/SMITH, SHARON	820 N POST ST, #UNIT 603 UPPER FALLS CONDOS	Residential	1,200	\$ 479.80	\$ 479.80
1	34	Mod Pizza	707 W Main Ave, #A12 Crescent Court	Retail Ground	2,376	\$ 522.72	\$ 522.72

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2	18	Western United Life Assurance Company	929 W Sprague Ave Western Center	Office Basement	4,950	\$ 396.00	
				Office Ground	8,824	\$ 970.64	
				Office Upper	10,878	\$ 870.24	\$ 2,236.88
2	54	Law Offices of Kenneth Coleman PS	421 W Riverside Ave, #618 Paulsen Center	Office Upper	1,050	\$ 90.00	\$ 90.00
2	45	Potlatch Corporation	601 W 1st Ave, #901, 1500, 1600 Wells Fargo FC	Office Upper	13,699	\$ 1,095.92	\$ 1,095.92
4	64	Tobby Hatley and Associates	308 W 1st Ave, #310 Lorraine Bldg	Office Upper	100	\$ 90.00	\$ 90.00
1	34	The Melting Pot	707 W Main Ave, #C1 Crescent Court	Retail Skywalk	5,610	\$ 1,234.20	\$ 1,234.20
2	37	Lakeside Capital Group	717 W Sprague Ave, #800 WTFC	Office Upper	7,062	\$ 564.96	\$ 564.96
1	42	Opes Advisors	618 W Riverside Ave, #302 Bank of Whitman FC	Office Upper	4,294	\$ 386.46	\$ 386.46
4	72	Shasta Hankins Makeup Artist	201 W Riverside Ave, #301 National Bldg	Retail Upper	1,053	\$ 90.00	\$ 90.00
4	64	Marit Fischer	308 W 1st Ave, #308 Lorraine Bldg	Office Upper	120	\$ 90.00	\$ 90.00
4	64	Benton Rock Real Estate	308 W 1st Ave, #308 Lorraine Bldg	Office Upper	120	\$ 90.00	\$ 90.00
4	64	Berenson LLP	308 W 1st Ave, #303 Lorraine Bldg	Office Upper	100	\$ 90.00	\$ 90.00
4	64	Grant W. Riva Attorney at Law PS	308 W 1st Ave, #211 Lorraine Bldg	Office Upper	200	\$ 90.00	\$ 90.00
2	31	Merriman Wealth Management	111 S Post St, #2250 Davenport Tower	Office Upper	1,326	\$ 106.08	\$ 106.08
2	31	Brock Law Firm	111 S Post St, #2275 & 2280 Davenport Tower	Office Upper	543	\$ 43.44	
				Office Upper	1,340	\$ 107.20	\$ 150.64
2	31	Forster Financial	111 S Post St, #2285 Davenport Tower	Office Upper	1,066	\$ 90.00	\$ 90.00
2	31	Altmeyer Financial Group	111 S Post St, #2240 Davenport Tower	Office Upper	1,240	\$ 99.20	\$ 99.20
2	31	The Safari Room Fresh Grill & Bar	111 S Post St Davenport Tower	Exempt	2,000	\$ -	\$ -
2	43	Davidson, Backman, Medeiros PLLC & Resolvency LLC	601 W Riverside Ave, #1550 Bank Of America FC	Office Upper	2,565	\$ 205.20	\$ 205.20
3	6	Kavadias CPA	1124 W Riverside Ave, #215 North Coast Plaza Bldg	Office Upper	1,050	\$ 90.00	\$ 90.00
5	22	Merry Armstrong	621 W Mallon Ave, #501 Flour Mill	Office Upper	381	\$ 90.00	\$ 90.00
5	22	Aspen Personnel	621 W Mallon Ave, #601 Flour Mill	Office Upper	1,546	\$ 108.22	\$ 108.22
5	24	ProPartners Financial	201 W North River Dr, #502 RLH Bldg	Office Upper	1,031	\$ 90.00	\$ 90.00
5	24	Psychiatric Clinic of Spokane PS	201 W North River Dr, #520 RLH Bldg	Office Upper	3,518	\$ 246.26	\$ 246.26
2	9	GREG W & CARA EVE KOZBINSKI	1016 W RAILROAD AVE, #203 RAILSIDE CENTER	Residential	197	\$ 118.48	\$ 118.48
2	9	WILLIAMS, GARRET D'ARIENZO, LAUREN	1016 W RAILROAD AVE, #204 RAILSIDE CENTER	Residential	285	\$ 171.22	\$ 171.22
2	9	5D HOLDINGS, LLC	1016 W RAILROAD AVE, #301 RAILSIDE CENTER	Residential	152	\$ 91.36	\$ 91.36
2	9	ELLIOTT, LESLIE Q	1016 W RAILROAD AVE, #302 RAILSIDE CENTER	Residential	226	\$ 135.64	\$ 135.64
2	9	EVANS III, HENRY & DIANE	1016 W RAILROAD AVE, #303 RAILSIDE CENTER	Residential	178	\$ 106.66	\$ 106.66
2	0	LOCKETT, MACK	1016 W RAILROAD AVE, #401 RAILSIDE CENTER	Residential	179	\$ 107.32	\$ 107.32
2	9	STEELE, JEFF & CAROLINE	1016 W RAILROAD AVE, #402 RAILSIDE CENTER	Residential	227	\$ 136.48	\$ 136.48
2	9	HANNIGAN, SARA (HORNOR)	1016 W RAILROAD AVE, #403 RAILSIDE CENTER	Residential	179	\$ 107.56	\$ 107.56
2	9	BAFUS, DARRELL & MARILYN	1016 W RAILROAD AVE, #404 RAILSIDE CENTER	Residential	229	\$ 137.26	\$ 137.26
2	9	PROF-2013-S3 LEGAL TITLE TRUST IV	1016 W RAILROAD AVE, #501 RAILSIDE CENTER	Residential	487	\$ 291.94	\$ 291.94
2	P	HILLENBRAND, CATHERINE	1019 W RAILROAD AVE, #502 RAILSIDE CENTER	Residential	488	\$ 292.84	\$ 292.84
1	27	LOFTS AT RIVER PARK SQUARE CONDO ASSOC	825 W MAIN AVE W 809 CONDOS	Exempt	11,595	\$ -	\$ -
2	9	RAILSIDE CENTER CONDO ASSOCIATION	1016 W RAILROAD AVE RAILSIDE CENTER	Exempt	3,225	\$ -	\$ -
2	43	Unico Properties	601 W Riverside Ave, #260 Bank Of America FC	Office Upper	2,364	\$ 189.12	\$ 189.12

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2	43	Reidt Pharmacy Corporation	601 W Riverside Ave, #140 Bank Of America FC	Retail Ground	1,355	\$ 162.60	\$ 162.60
2	43	Eric Pepper	601 W Riverside Ave, #B-20 Bank Of America FC	Retail Basement	4,109	\$ 328.72	\$ 328.72
1	28	SRM Development LLC	111 N Post St, #200 Banner Bank Bldg	Office Upper	9,425	\$ 848.25	\$ 848.25
2	49	RIDPATH CLUB APARTMENTS LLC	502 W 1ST AVE, #UNIT 2	Residential	705	\$ 422.70	\$ 422.70
2	49	RIDPATH CLUB APARTMENTS LLC	502 W 1ST AVE, #UNIT 5	Exempt	0	\$ -	\$ -
2	49	RIDPATH CLUB APARTMENTS LLC	502 W 1ST AVE, #UNIT 3	Residential	131	\$ 90.00	\$ 90.00
2	49	RIDPATH CLUB APARTMENTS LLC	502 W 1ST AVE, #UNIT 4	Residential	15	\$ 90.00	\$ 90.00
2	49	Y CONDOMINIUM ASSOCIATION	502 W 1ST AVE	Exempt	0	\$ -	\$ -
2	49	Y CONDOMINIUM ASSOCIATION	502 W 1ST AVE	Exempt	947	\$ -	\$ -
2	49	RIDPATH TOWER CONDOMINIUM ASSOCIATION	514 W 1ST AVE	Exempt	2,640	\$ -	\$ -
2	09	Lush Salon	122 S Monroe St, #201 Railside Center	Retail Upper	1,470	\$ 117.60	\$ 117.60
2	53	David Crouse	422 W Riverside Ave, #920 USBank Bldg	Office Upper	2,438	\$ 195.04	
				Office Upper	3,082	\$ 246.56	\$ 441.60
1	47	Thomas Hammer	502 W Riverside Ave, #204 Sherwood Bldg	Office Skywalk	356	\$ 90.00	\$ 90.00
2	43	International Raw Materials Ltd	601 W Riverside Ave, #258 Bank Of America FC	Office Upper	4,078	\$ 326.24	\$ 326.24
4	66	Make-Up Studio	216 N Bernard St Fruci	Retail Ground	1,789	\$ 178.90	\$ 178.90
4	66	Edward Jones	218 N Bernard St, #100 Fruci	Office Ground	1,554	\$ 139.86	\$ 139.86
4	66	Securitas	218 N Bernard St, #400 Fruci	Office Upper	4,670	\$ 326.90	\$ 326.90
2	56	FIRST @ WASHINGTON CONDO OWNERS ASSOC	401 W 1ST AVE FIRST @ WASHINGTON	Exempt	1,724	\$ -	\$ -
3	6	John T McCarthy LLC	1124 W Riverside Ave, #305 North Coast Plaza Bldg	Office Upper	520	\$ 90.00	\$ 90.00
1	47	BHW1	522 W Riverside Ave, #300 Fidelity Bldg	Office Upper	4,524	\$ 407.16	\$ 407.16
2	31	Perof, Elzey & Starry	111 S Post St, #2270 Davenport Tower	Office Upper	1,172	\$ 93.76	\$ 93.76
2	53	J-U-B Engineers Inc.	422 W Riverside Ave, #304 USBank Bldg	Office Upper	3,997	\$ 319.76	\$ 319.76
6	22	Boulevard Bistro	612 W Spokane Falls Blvd	Exempt	600	\$ -	\$ -
3	78	Lucky Leaf Co	1111 W 1st Ave Commercial Building	Retail Ground	1,844	\$ 184.40	\$ 184.40
1	41	Network Design & Management	601 W Main Ave, #1104 Chase	Office Upper	2,668	\$ 240.12	\$ 240.12
2	31	Viren and Associates Inc	111 S Post St, #2260 Davenport Tower	Office Upper	1,974	\$ 157.92	\$ 157.92
1	41	The House of Soul	120 N Wall St, #100 The One Twenty	Office Ground	3,400	\$ 408.00	\$ 408.00
1	29	Method Juice Café	718 W Riverside Ave, #A 718 Bldg	Retail Ground	796	\$ 175.12	\$ 175.12
2	56	LEVERNIER, PAUL & SUSAN	401 W 1ST AVE, #UNIT 3 FIRST @ WASHINGTON	Residential	477	\$ 286.20	\$ 286.20
1	47	HMA CPA, PS	510 W Riverside Ave, #400 Sherwood Bldg	Office Upper	4,536	\$ 408.24	\$ 408.24
2	69	601 SPOKANE OFFICE CONDO OWNERS ASSOC	601 W 1ST AVE WELLS FARGO FC	Exempt	18,031	\$ -	\$ -
2	49	RIDPATH CLUB APARTMENTS LLC	514 W 1ST AVE, #19 RIDPATH TOWER	Residential	467	\$ 280.23	\$ 280.23
3	83	River City Brewery	121 S Cedar St Eldridge Bldg	Retail Ground	900	\$ 90.00	\$ 90.00
1	41	Umpqua Bank	111 N Wall St Sterling Savings	Office Skywalk	12,281	\$ 1,473.72	\$ 1,473.72
2	56	LOMBARD LIVING LLC	401 W 1ST AVE, #UNIT 2 FIRST @ WASHINGTON	Residential	304	\$ 182.58	\$ 182.58
2	56	POTTER, JUDITH	401 W 1ST AVE, #UNIT 4 FIRST @ WASHINGTON	Residential	333	\$ 199.50	\$ 199.50
2	56	MCANALLY, PAUL & KATHRYN	401 W 1ST AVE, #UNIT 7 FIRST @ WASHINGTON	Residential	192	\$ 114.96	\$ 114.96
2	56	PLAN B OFFICE LLC	401 W 1ST AVE, #UNIT A FIRST @ WASHINGTON	Residential	363	\$ 217.78	\$ 217.78
2	56	PLAN B OFFICE LLC	401 W 1ST AVE, #UNIT B FIRST @ WASHINGTON	Residential	374	\$ 224.56	\$ 224.56

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2	56	LOMBARD LIVING LLC	401 W 1ST AVE, #UNIT 5 FIRST @ WASHINGTON	Residential	360	\$ 216.18	\$ 216.18
2	56	LOMBARD LIVING LLC	401 W 1ST AVE, #UNIT 1 FIRST @ WASHINGTON	Residential	300	\$ 179.70	\$ 179.70
2	56	WESTERHAUS, TIMOTHY P	401 W 1ST AVE, #UNIT 6 FIRST @ WASHINGTON	Residential	307	\$ 184.20	\$ 184.20
1	28	Chapter & Verse	111 N Post St, #400 Banner Bank Bldg	Office Upper	2,530	\$ 227.70	\$ 227.70
1	28	Chapter & Verse	111 N Post St, #301 Banner Bank Bldg	Office Upper	2,094	\$ 188.46	
				Office Upper	2,226	\$ 200.34	\$ 388.80
4	68	Egnyte Inc	245 W Main Ave	Office Upper	13,000	\$ 910.00	\$ 910.00
4	66	Sweet Tasty Ice Cream	217 W Spokane Falls Blvd	Exempt	0	\$ -	\$ -
1	33	Sunglass Hut & Watch Station #4606	808 W Main Ave, #2F RPS	Retail Skywalk	50	\$ 90.00	\$ 90.00
1	41	Mercer Health & Benefits	601 W Main Ave, #810 Chase	Office Upper	3,080	\$ 277.20	\$ 277.20
2	49	RIDPATH PENTHOUSE LLC	514 W 1ST AVE, #UNIT 5	Residential	21	\$ 90.00	\$ 90.00
2	49	RIDPATH PENTHOUSE LLC	514 W 1ST AVE, #UNIT 11	Residential	28	\$ 90.00	\$ 90.00
2	49	RIDPATH PENTHOUSE LLC	514 W 1ST AVE, #UNIT 16	Residential	32	\$ 90.00	\$ 90.00
2	49	RIDPATH CLUB APARTMENTS LLC	514 W 1ST AVE, #UNIT 3	Residential	11	\$ 90.00	\$ 90.00
2	49	RIDPATH PENTHOUSE LLC	514 W 1ST AVE, #UNIT 4	Residential	47	\$ 90.00	\$ 90.00
2	49	RIDPATH PENTHOUSE LLC	514 W 1ST AVE, #UNIT 6	Residential	20	\$ 90.00	\$ 90.00
2	49	RIDPATH PENTHOUSE LLC	514 W 1ST AVE, #UNIT 13	Residential	18	\$ 90.00	\$ 90.00
2	49	RIDPATH PENTHOUSE LLC	514 W 1ST AVE, #UNIT 14	Residential	21	\$ 90.00	\$ 90.00
2	49	MACKIN, MARK & PATRICIA	514 W 1ST AVE, #UNIT 2	Residential	43	\$ 90.00	\$ 90.00
2	49	RIDPATH PENTHOUSE LLC	514 W 1ST AVE, #UNIT 9	Residential	15	\$ 90.00	\$ 90.00
2	49	RIDPATH PENTHOUSE LLC	514 W 1ST AVE, #UNIT 10	Residential	15	\$ 90.00	\$ 90.00
2	49	RIDPATH PENTHOUSE LLC	514 W 1ST AVE, #UNIT 15	Residential	47	\$ 90.00	\$ 90.00
2	49	MACKIN, MARK & PATRICIA	514 W 1ST AVE, #UNIT 1	Residential	48	\$ 90.00	\$ 90.00
2	49	RIDPATH PENTHOUSE LLC	514 W 1ST AVE, #UNIT 7	Residential	28	\$ 90.00	\$ 90.00
2	49	RIDPATH PENTHOUSE LLC	514 W 1ST AVE, #UNIT 8	Residential	28	\$ 90.00	\$ 90.00
2	49	RIDPATH PENTHOUSE LLC	514 W 1ST AVE, #UNIT 12	Residential	28	\$ 90.00	\$ 90.00
2	49	RIDPATH CLUB APARTMENTS LLC	514 W 1ST AVE, #UNIT 17	Exempt	2	\$ -	\$ -
2	56	FIRST @ WASHINGTON CONDO OWNERS ASSOC	401 W 1ST AVE	Exempt	0	\$ -	\$ -
1	47	Willamette Valley Bank	522 W Riverside Ave, #101 Fidelity Bldg	Office Ground	3,488	\$ 418.56	\$ 418.56
3	6	Lee Law Office, PS	1124 W Riverside Ave, #300 North Coast Plaza Bldg	Office Upper	1,181	\$ 90.00	\$ 90.00
4	64	Josefine's Salon Concepts LLC	312 W 1st Ave Lorraine Bldg	Retail Ground	1,100	\$ 110.00	\$ 110.00
2	45	Shell Energy North America - Oil Company	601 W 1st Ave, #1700 Wells Fargo	Office Upper	10,374	\$ 829.92	\$ 829.92
2	50	NI Consulting	107 S Howard St, #401 Tomlinson Black Bldg	Office Upper	1,314	\$ 105.12	\$ 105.12
4	61	SmartRecruiters	108 N Washington St, #203 Legion Bldg	Office Upper	3,256	\$ 227.92	\$ 227.92
3	83	Billeter Wealth Management	1325 W 1st Ave, #314 Eldridge Bldg	Office Upper	295	\$ 90.00	\$ 90.00
3	83	Chmura Economics & Analytics	1325 W 1st Ave, #200 Eldridge Bldg	Office Upper	1,094	\$ 90.00	\$ 90.00
3	83	Heather Henriksen Therapy	1325 W 1st Ave, #201A Eldridge Bldg	Office Upper	250	\$ 90.00	\$ 90.00
2	36	Law Office of Brandon West	10 N Post St, #647 Peyton Bldg	Office Upper	243	\$ 90.00	\$ 90.00
2	29	Charles Schwab	818 W Riverside Ave, #150 Lincoln Plaza	Office Upper	3,718	\$ 297.44	\$ 297.44
2	56	SAM & FRANCES ELSOM	423 W 1ST AVE, #120 Minnesota Bldg	Residential	250	\$ 149.70	\$ 149.70

Downtown Improvement District Tenant Assessment Roll



2	9	1016 RAILSIDE CENTER LLC	1016 W RAILROAD AVE, #304 RAILSIDE CENTER	Residential	226	\$ 135.64	\$ 135.64
2	49	RIDPATH REVIVAL LLC	514 W 1ST AVE, #UNIT 21 RIDPATH TOWER	Exempt	14	\$ -	\$ -
2	49	RIDPATH REVIVAL LLC	514 W 1ST AVE, #20 RIDPATH TOWER	Exempt	17	\$ -	\$ -
2	49	RIDPATH CLUB APARTMENTS LLC	514 W 1ST AVE, #18 RIDPATH TOWER	Residential	1,887	\$ 1,132.20	\$ 1,132.20
1	47	Wild Dawgs	102 N Howard St	Retail Ground	550	\$ 121.00	\$ 121.00
2	37	Douglas, Eden, Phillips, DeRuyter & Stanyer PS	717 W Sprague Ave, #1500 WTFC	Office Upper	3,133	\$ 250.64	\$ 250.64
1	47	Ewing Anderson PS	522 W Riverside Ave, #800	Office Upper	5,000	\$ 450.00	\$ 450.00
5	3	Ace's Bail Bonds	703 N Monroe St, #B	Office Ground	450	\$ 90.00	\$ 90.00
2	56	Kochi Teriyaki	221 W 1st Ave	Retail Ground	800	\$ 96.00	\$ 96.00
2	54	Anchored Art	421 W Riverside Ave, #108B Paulsen Center	Exempt	911	\$ -	\$ -
2	53	Northwest Open Access Network	422 W Riverside Ave, #503 USBank Bldg	Exempt	720	\$ -	\$ -
4	62	EMERSON, PAUL & BERNADETTE	315 W RIVERSIDE AVE, #101 MORGAN	Residential	61	\$ 90.00	\$ 90.00
4	62	EMERSON, PAUL & BERNADETTE	315 W RIVERSIDE AVE, #102 MORGAN	Residential	23	\$ 90.00	\$ 90.00
3	83	Michelle Phay	1325 W 1st Ave, #202 Eldridge Bldg	Office Upper	535	\$ 90.00	\$ 90.00
2	54	Labar Architecture	421 W Riverside Ave, #312 Paulsen Center	Office Upper	624	\$ 90.00	\$ 90.00
2	56	Commodities Plus Inc	427 W 1st Ave Minnesota Bldg	Office Ground	2,951	\$ 324.61	\$ 324.61
1	41	Ten Capital Investment Advisors	601 W Main Ave, #210 Chase	Office Upper	4,957	\$ 446.13	\$ 446.13
4	72	Zuri Skin Spa	201 W Riverside Ave, #202 National Bldg	Retail Upper	1,200	\$ 90.00	\$ 90.00
1	41	ICM Asset Management	601 W Main Ave, #900 Chase	Office Upper	4,046	\$ 364.14	\$ 364.14
5	22	Spokane Kendo Club	829 W Broadway Ave	Retail Ground	5,000	\$ 500.00	\$ 500.00
1	41	Graham, Lundberg, Peschel	601 W Main Ave, #305 Chase	Office Upper	2,180	\$ 196.20	\$ 196.20
1	41	Witherspoon, Brajcich & McPhee	601 W Main Ave, #712 Chase	Exempt	815	\$ -	\$ -
1	41	Karel Capital Inc	601 W Main Ave, #818 Chase	Office Upper	1,358	\$ 122.22	\$ 122.22
1	41	Capital Insurance Group	601 W Main Ave, #501 Chase	Office Upper	5,468	\$ 492.12	\$ 492.12
2	18	Mr. Tux	904 W 1st Ave Western Center	Retail Ground	700	\$ 84.00	
				Retail Ground	2,868	\$ 344.16	\$ 428.16
2	31	Davenport Tower	110 S Post St Davenport Tower	Hotels & Motels	328	\$ 6,560.00	\$ 6,560.00
4	64	Dan Murphy Advisors	9 S Washington St, #211 Hutton Bldg	Office Upper	700	\$ 90.00	\$ 90.00
4	64	GLR Engineers PLLC	9 S Washington St, #213 Hutton Bldg	Office Upper	1,926	\$ 134.82	\$ 134.82
4	64	STCU Commercial Lending	9 S Washington St, #700 Hutton Bldg	Office Upper	8,600	\$ 602.00	\$ 602.00
3	83	Lil Bit Kreations Photography	1325 W 1st Ave, #201B Eldridge Bldg	Office Upper	314	\$ 90.00	\$ 90.00
3	83	Roche Accounting	1325 W 1st Ave, #201C Eldridge Bldg	Office Upper	214	\$ 90.00	\$ 90.00
2	43	Clearwater Paper Corp	601 W Riverside Ave, #1210 Bank Of America FC	Office Upper	6,175	\$ 494.00	\$ 494.00
2	45	INLAND NORTHWEST HEALTH SERVICES	601 W 1ST AVE, #1 WELLS FARGO	Residential	727	\$ 436.08	\$ 436.08
2	45	INLAND NORTHWEST HEALTH SERVICES	601 W 1ST AVE, #2 WELLS FARGO	Residential	290	\$ 174.06	\$ 174.06
2	45	INLAND NORTHWEST HEALTH SERVICES	601 W 1ST AVE, #3 WELLS FARGO	Residential	577	\$ 346.14	\$ 346.14
2	45	INLAND NORTHWEST HEALTH SERVICES	601 W 1ST AVE, #204 WELLS FARGO	Residential	240	\$ 144.12	\$ 144.12
2	45	INLAND NORTHWEST HEALTH SERVICES	601 W 1ST AVE, #102 WELLS FARGO	Residential	274	\$ 164.52	\$ 164.52
2	45	INLAND NORTHWEST HEALTH SERVICES	601 W 1ST AVE, #201 WELLS FARGO	Residential	240	\$ 144.12	\$ 144.12
2	45	INLAND NORTHWEST HEALTH SERVICES	601 W 1ST AVE, #202 WELLS FARGO	Residential	240	\$ 144.12	\$ 144.12

Downtown Improvement District Tenant Assessment Roll



2	45	INLAND NORTHWEST HEALTH SERVICES	601 W 1ST AVE, #203 WELLS FARGO	Residential	240	\$	144.12	\$	144.12
2	45	INLAND NORTHWEST HEALTH SERVICES	601 W 1ST AVE, #301 WELLS FARGO	Residential	1,013	\$	607.50	\$	607.50
2	45	INLAND NORTHWEST HEALTH SERVICES	601 W 1ST AVE, #401 WELLS FARGO	Residential	384	\$	230.46	\$	230.46
2	45	INLAND NORTHWEST HEALTH SERVICES	601 W 1ST AVE, #403 WELLS FARGO	Residential	384	\$	230.46	\$	230.46
2	45	INLAND NORTHWEST HEALTH SERVICES	601 W 1ST AVE, #404 WELLS FARGO	Residential	241	\$	144.36	\$	144.36
2	45	INLAND NORTHWEST HEALTH SERVICES	601 W 1ST AVE, #501 WELLS FARGO	Residential	289	\$	173.16	\$	173.16
2	45	INLAND NORTHWEST HEALTH SERVICES	601 W 1ST AVE, #502 WELLS FARGO	Residential	289	\$	173.16	\$	173.16
2	45	INLAND NORTHWEST HEALTH SERVICES	601 W 1ST AVE, #601 WELLS FARGO	Residential	289	\$	173.16	\$	173.16
2	45	INLAND NORTHWEST HEALTH SERVICES	601 W 1ST AVE, #101 WELLS FARGO	Residential	663	\$	397.56	\$	397.56
2	45	INLAND NORTHWEST HEALTH SERVICES	601 W 1ST AVE, #402 WELLS FARGO	Residential	241	\$	144.36	\$	144.36
2	45	INLAND NORTHWEST HEALTH SERVICES	601 W 1ST AVE, #602 WELLS FARGO	Residential	289	\$	173.16	\$	173.16
2	45	INLAND NORTHWEST HEALTH SERVICES	601 W 1ST AVE, #603 WELLS FARGO	Residential	289	\$	173.16	\$	173.16
2	45	INLAND NORTHWEST HEALTH SERVICES	601 W 1ST AVE, #604 WELLS FARGO	Residential	289	\$	173.16	\$	173.16
2	45	INLAND NORTHWEST HEALTH SERVICES	601 W 1ST AVE, #701 WELLS FARGO	Residential	1,105	\$	663.06	\$	663.06
2	45	INLAND NORTHWEST HEALTH SERVICES	601 W 1ST AVE, #801 WELLS FARGO	Residential	1,181	\$	708.66	\$	708.66
2	45	INLAND NORTHWEST HEALTH SERVICES	601 W 1ST AVE, #901 WELLS FARGO	Residential	1,023	\$	614.04	\$	614.04
2	45	INLAND NORTHWEST HEALTH SERVICES	601 W 1ST AVE, #1001 WELLS FARGO	Residential	1,146	\$	687.54	\$	687.54
2	45	INLAND NORTHWEST HEALTH SERVICES	601 W 1ST AVE, #1101 WELLS FARGO	Residential	1,023	\$	614.04	\$	614.04
2	45	INLAND NORTHWEST HEALTH SERVICES	601 W 1ST AVE, #1201 WELLS FARGO	Residential	289	\$	173.16	\$	173.16
2	45	INLAND NORTHWEST HEALTH SERVICES	601 W 1ST AVE, #1202 WELLS FARGO	Residential	289	\$	173.16	\$	173.16
2	45	INLAND NORTHWEST HEALTH SERVICES	601 W 1ST AVE, #503 WELLS FARGO	Residential	289	\$	173.16	\$	173.16
2	45	INLAND NORTHWEST HEALTH SERVICES	601 W 1ST AVE, #504 WELLS FARGO	Residential	289	\$	173.16	\$	173.16
2	45	INLAND NORTHWEST HEALTH SERVICES	601 W 1ST AVE, #1203 WELLS FARGO	Residential	289	\$	173.16	\$	173.16
2	45	INLAND NORTHWEST HEALTH SERVICES	601 W 1ST AVE, #1204 WELLS FARGO	Residential	289	\$	173.16	\$	173.16
2	45	INLAND NORTHWEST HEALTH SERVICES	601 W 1ST AVE, #1301 WELLS FARGO	Residential	1,023	\$	614.04	\$	614.04
2	45	INLAND NORTHWEST HEALTH SERVICES	601 W 1ST AVE, #1401 WELLS FARGO	Residential	1,023	\$	614.04	\$	614.04
2	45	INLAND NORTHWEST HEALTH SERVICES	601 W 1ST AVE, #1501 WELLS FARGO	Residential	1,023	\$	614.04	\$	614.04
2	45	INLAND NORTHWEST HEALTH SERVICES	601 W 1ST AVE, #1601 WELLS FARGO	Residential	1,087	\$	652.32	\$	652.32
2	45	INLAND NORTHWEST HEALTH SERVICES	601 W 1ST AVE, #1701 WELLS FARGO	Residential	1,033	\$	619.68	\$	619.68
2	45	INLAND NORTHWEST HEALTH SERVICES	601 W 1ST AVE WELLS FARGO	Exempt	0	\$	-	\$	-
5	22	Black Stone Financial	621 W Mallon Ave, #608 Flour Mill	Office Upper	960	\$	90.00	\$	90.00
2	54	Lilac City Law PLLC	421 W Riverside Ave, #665 Paulsen Center	Office Upper	1,965	\$	157.20	\$	157.20
2	51	Liberty Business Center	203 N Washington St, #200 Liberty Bldg	Office Upper	3,222	\$	257.76	\$	257.76
4	61	Jakava LLC	108 N Washington St, #403 Legion Bldg	Retail Ground	500	\$	90.00	\$	90.00
2	36	Shop Around the Other Corner	721 W Riverside Ave, #16 Peyton Bldg	Retail Ground	1,824	\$	218.88	\$	218.88
2	37	Thomas Hammer	717 W Sprague Ave, #100+	Office Ground	270	\$	90.00	\$	90.00
1	26	Athleta	808 W Main Ave, #235 RPS	Retail Skywalk	4,400	\$	968.00	\$	968.00
4	72	Albert Building Apartments	237 W Riverside Ave Albert Bldg	Apartments	4	\$	90.00	\$	90.00
2	56	Atabelo's Tile & Stone	423 W 1st Ave, #220 Minnesota Bldg	Retail Upper	1,300	\$	104.00	\$	104.00
2	54	Night Fox Digital	421 W Riverside Ave, #820 Paulsen Center	Office Upper	1,360	\$	108.80	\$	108.80

Downtown Improvement District Tenant Assessment Roll



2	54	Arnold Financial Group	421 W Riverside Ave, #970 Paulsen Center	Office Upper	892	\$ 90.00	\$ 90.00
5	24	Epic Land Solutions	111 W North River Dr, #201 River's Edge Bldg	Office Ground	1,544	\$ 138.96	\$ 138.96
2	51	The Fix	404 W Main Ave, #M101 Liberty Bldg	Retail Upper	380	\$ 90.00	\$ 90.00
2	7	MMEC	1 N Monroe St, #200	Office Ground	3,639	\$ 400.29	\$ 400.29
4	71	THE DELANEY CONDOMINIUM ASSOCIATION	242 W RIVERSIDE AVE	Exempt	2,535	\$ -	\$ -
4	64	SPOKANE TEACHERS CREDIT UNION	9 S WASHINGTON AVE, #UNIT 111 HUTTON BLDG	Residential	104	\$ 90.00	\$ 90.00
4	64	SPOKANE TEACHERS CREDIT UNION	9 S WASHINGTON AVE, #UNIT B1 HUTTON BLDG	Residential	73	\$ 90.00	\$ 90.00
4	64	2B PROPERTIES	9 S WASHINGTON AVE, #UNIT 101 HUTTON BLDG	Residential	300	\$ 120.02	\$ 120.02
4	64	SPOKANE TEACHERS CREDIT UNION	9 S WASHINGTON AVE, #UNIT 105 HUTTON BLDG	Residential	57	\$ 90.00	\$ 90.00
4	64	SPOKANE TEACHERS CREDIT UNION	9 S WASHINGTON AVE, #UNIT 107 HUTTON BLDG	Residential	35	\$ 90.00	\$ 90.00
4	64	SPOKANE TEACHERS CREDIT UNION	9 S WASHINGTON AVE, #UNIT 115 HUTTON BLDG	Residential	153	\$ 90.00	\$ 90.00
4	64	SPOKANE TEACHERS CREDIT UNION	9 S WASHINGTON AVE, #UNIT 120 HUTTON BLDG	Residential	34	\$ 90.00	\$ 90.00
4	64	2B PROPERTIES LLC	9 S WASHINGTON AVE, #UNIT 121 HUTTON BLDG	Residential	27	\$ 90.00	\$ 90.00
4	64	SPOKANE TEACHERS CREDIT UNION	9 S WASHINGTON AVE, #UNIT 200 HUTTON BLDG	Residential	758	\$ 303.07	\$ 303.07
4	64	SPOKANE TEACHERS CREDIT UNION	9 S WASHINGTON AVE, #UNIT 300 HUTTON BLDG	Residential	758	\$ 303.07	\$ 303.07
4	64	SPOKANE TEACHERS CREDIT UNION	9 S WASHINGTON AVE, #UNIT 400 HUTTON BLDG	Residential	661	\$ 264.47	\$ 264.47
4	64	SPOKANE TEACHERS CREDIT UNION	9 S WASHINGTON AVE, #UNIT 500 HUTTON BLDG	Residential	661	\$ 264.47	\$ 264.47
4	64	AM & M HOLDING CO, LLC	9 S WASHINGTON AVE, #UNIT600 HUTTON BLDG	Residential	833	\$ 333.11	\$ 333.11
4	64	SPOKANE TEACHERS CREDIT UNION	9 S WASHINGTON AVE, #UNIT 700 HUTTON BLDG	Residential	822	\$ 328.79	\$ 328.79
4	64	HUTTON BUILDING OWNERS ASSOCIATION	9 S WASHINGTON AVE	Exempt	4,171	\$ -	\$ -
1	47	Chris Wright, PLLC	522 W Riverside Ave, #611 Fidelity Bldg	Office Upper	115	\$ 90.00	\$ 90.00
3	6	Riverside Place	1110 W Riverside Ave	Retail Upper	21,200	\$ 1,484.00	
				Retail Upper	21,200	\$ 1,484.00	
				Retail Ground	21,200	\$ 2,120.00	\$ 5,088.00
2	52	Jaazz Salon	421 W Main Ave, #102	Retail Ground	2,639	\$ 316.68	\$ 316.68
2	52	Wollnick's	421 W Main Ave, #103 & 104	Retail Ground	5,989	\$ 718.68	\$ 718.68
1	26	Whiz Kids	808 W Main Ave, #320 RPS	Retail Upper	4,375	\$ 393.75	\$ 393.75
2	36	Coffman Engineers	10 N Post St, #422 Peyton Bldg	Office Upper	2,462	\$ 196.96	\$ 196.96
1	42	WSU Connections / WSU Athletics	618 W Riverside Ave, #102	Retail Ground	5,635	\$ 1,239.70	\$ 1,239.70
2	53	Palindrome Capital Management	422 W Riverside Ave, #330 USBank Bldg	Office Upper	240	\$ 90.00	\$ 90.00
2	45	Regus	601 W 1st Ave, #1400 Wells Fargo FC	Office Upper	12,000	\$ 960.00	\$ 960.00
1	46	Indaba Coffee	210 N Howard St Bennett Block	Retail Ground	800	\$ 176.00	\$ 176.00
1	27	&Kloth	875 W Main Ave W 809 Bldg	Retail Ground	2,000	\$ 440.00	\$ 440.00
4	57	Davenport Grand Hotel	333 W Spokane Falls Blvd	Hotels & Motels	716	\$ 14,320.00	\$ 14,320.00
2	54	Wilderness Medical Staffing	421 W Riverside Ave, #340 Paulsen Center	Office Upper	791	\$ 63.28	
				Office Upper	1,003	\$ 80.24	\$ 143.52
2	51	Barrister Winery Tasting Room	203 N Washington St, #100 Liberty Bldg	Retail Ground	480	\$ 90.00	\$ 90.00
2	9	Lavish Salon	1021 W 1st Ave New Madison	Retail Ground	1,857	\$ 222.84	\$ 222.84
2	38	Pyrotek Inc	705 W 1st Ave	Office Ground	13,402	\$ 1,474.22	
				Office Upper	40,206	\$ 3,216.48	\$ 4,690.70

Downtown Improvement District Tenant Assessment Roll



4	57	Davenport Grand Hotel	333 W Spokane Falls Blvd	Commercial Parking	900	\$ 1,800.00	\$ 1,800.00
2	36	The Volstead Act	12 N Post St Peyton Bldg	Retail Ground	750	\$ 90.00	\$ 90.00
2	37	The Wolff Company	717 W Sprague Ave, #802 WTFC	Office Upper	3,816	\$ 305.28	\$ 305.28
3	83	Roberts Freebourn PLLC	1325 W 1st Ave, #303 Eldridge Bldg	Office Upper	2,490	\$ 174.30	\$ 174.30
2	19	Incrediburger	909 W 1st Ave, #A	Retail Ground	3,000	\$ 360.00	\$ 360.00
2	52	Tide & Tonic	415 W Main Ave, #101	Retail Ground	1,052	\$ 126.24	\$ 126.24
4	72	Spaceman Coffee	228 W Sprague Ave, #A	Retail Ground	500	\$ 90.00	\$ 90.00
2	17	Eide Bailly LLP	999 W Riverside Ave, #200	Office Upper	17,326	\$ 1,386.08	\$ 1,386.08
2	17	Cowles Publishing Company	999 W Riverside Ave	Office Upper	58,204	\$ 4,656.32	\$ 4,656.32
1	39	Montvale Event Center	1017 W 1st Ave Railside Center	Retail Upper	5,878	\$ 529.02	
				Retail Ground	5,241	\$ 1,153.02	
				Retail Upper	5,878	\$ 529.02	\$ 2,211.06
4	64	Pinot's Palette	319 W Sprague Ave	Retail Ground	3,750	\$ 375.00	\$ 375.00
2	52	Launched IT	120 N Stevens St, #300	Office Upper	700	\$ 90.00	\$ 90.00
5	12	Workpointe	921 W Broadway Ave, #101 Broadway Bldg	Office Upper	2,500	\$ 175.00	\$ 175.00
5	12	Farrell Law Office	921 W Broadway Ave, #301 Broadway Bldg	Office Upper	850	\$ 90.00	\$ 90.00
2	31	Personal Wealth Attorneys PLLC	111 S Post St, #2282 Davenport Tower	Office Upper	1,066	\$ 90.00	\$ 90.00
2	7	Northwest Planning Inc	1 N Monroe St, #202	Office Upper	1,467	\$ 117.36	\$ 117.36
2	17	Cowles Company - Corporate	999 W Riverside Ave, #600	Office Upper	9,538	\$ 763.04	\$ 763.04
2	17	BK-JET Group LLC	999 W Riverside Ave, #510	Office Upper	4,500	\$ 360.00	\$ 360.00
2	17	Northwest Farmers Stockman	999 W Riverside Ave, #6th Flr	Office Upper	6,444	\$ 515.52	\$ 515.52
2	17	Centennial Real Estate Investments	999 W Riverside Ave, #6th Floor	Office Upper	7,394	\$ 591.52	\$ 591.52
2	54	Commerce Architects	421 W Riverside Ave, #519 Paulsen Center	Office Upper	3,127	\$ 250.16	\$ 250.16
1	42	Intermountain Community Bank	618 W Riverside Ave, #101	Retail Ground	7,592	\$ 1,670.24	\$ 1,670.24
4	61	Urban Nirvana	108 N Washington St, #100 Legion Bldg	Retail Ground	1,180	\$ 118.00	\$ 118.00
1	27	Free People	865 W Main Ave W 809 Bldg	Retail Ground	4,500	\$ 990.00	\$ 990.00
3	78	One Tree Hard Cider	111 S Madison St	Retail Ground	1,600	\$ 160.00	\$ 160.00
2	9	Joyce Studios	1024 W Railroad Alley Railside Center	Retail Ground	1,810	\$ 217.20	\$ 217.20
2	52	Durkin's Liquor Bar	415 W Main Ave, #102	Retail Ground	3,818	\$ 458.16	\$ 458.16
2	9	1016 RAILSIDE CENTER LLC	1016 W RAILROAD AVE, #202 RAILSIDE CENTER	Residential	286	\$ 171.82	\$ 171.82
2	9	RAILSIDE CENTER LLC	1016 W RAILROAD AVE, #201 RAILSIDE CENTER	Residential	262	\$ 157.06	\$ 157.06
2	9	RAILSIDE CENTER LLC	1016 W RAILROAD AVE, #201	Residential	67	\$ 90.00	\$ 90.00
3	79	NOSBAUM, LEROY & BRENDA	1215 W RIVERSIDE AVE	Residential	672	\$ 268.96	\$ 268.96
1	27	&KLOTH, INC	809 W MAIN AVE, #UNIT 303 W 809 CONDOS	Residential	514	\$ 308.46	\$ 308.46
2	54	Impact Strategies	421 W Riverside Ave, #507 Paulsen Center	Office Upper	364	\$ 90.00	\$ 90.00
2	54	Encore Events LLC	421 W Riverside Ave, #511 Paulsen Center	Office Upper	376	\$ 90.00	\$ 90.00
2	54	STUDIO H creative	421 W Riverside Ave, #511	Office Upper	376	\$ 90.00	\$ 90.00
2	52	THE 415 MAIN PROJECT LLC	415 W MAIN AVE, #UNIT CU B	Residential	113	\$ 90.00	\$ 90.00
2	52	THE 415 MAIN PROJECT LLC	415 W MAIN AVE, #UNIT CU 100	Residential	105	\$ 90.00	\$ 90.00
2	52	THE 415 MAIN PROJECT LLC	415 W MAIN AVE, #UNIT CU 101	Residential	269	\$ 161.58	\$ 161.58

Downtown Improvement District Tenant Assessment Roll



2	52	THE 415 MAIN PROJECT LLC	415 W MAIN AVE, #UNIT CU 102	Residential	324	\$ 194.16	\$ 194.16
2	52	415 LOFTS LLC	415 W MAIN AVE, #UNIT CU 200	Residential	198	\$ 118.86	\$ 118.86
2	52	415 LOFTS LLC	415 W MAIN AVE, #UNIT CU 300	Residential	219	\$ 131.22	\$ 131.22
1	34	FPA CRESCENT ASSOCIATES	719 W MAIN AVE, #UNIT 1 CRESCENT COURT	Residential	2,496	\$ 1,497.31	\$ 1,497.31
1	34	FPA CRESCENT ASSOCIATES	719 W MAIN AVE, #UNIT 3 CRESCENT COURT	Residential	32,632	\$ 19,579.14	\$ 19,579.14
1	34	FPA CRESCENT ASSOCIATES	719 W MAIN AVE, #UNIT 2 CRESCENT COURT	Residential	2,787	\$ 1,672.09	\$ 1,672.09
4	72	Don & Julia Photography	228 W Sprague Ave, #B	Retail Ground	500	\$ 90.00	\$ 90.00
3	78	Art Seed Spokane	1115 W 1st Ave Commercial Building	Retail Ground	1,844	\$ 184.40	\$ 184.40
3	78	EVR	1119 W 1st Ave Commercial Building	Retail Ground	1,000	\$ 100.00	\$ 100.00
3	83	Spokane Ballet Studio	112 S Adams St	Retail Ground	3,000	\$ 300.00	\$ 300.00
						\$ 540,678.85	\$ 540,678.85

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

12/11/2017

Date Rec'd	11/29/2017
Clerk's File #	ORD C35571
Renews #	

Submitting Dept	CITY COUNCIL	Cross Ref #	
Contact	BEN 6256269	Project #	
Contact E-Mail	AMCDANIEL@SPOKANECITY.ORG	Bid #	
Agenda Item Type	First Reading Ordinance	Requisition #	
Agenda Item Name	0320 SPOKANE FAIR ELECTIONS ORDINANCE		

Agenda Wording

An ordinance enacting the Spokane Fair Elections Code; instituting campaign contribution limits and disclosure requirements; amending chapter 01.07 and sections 01.02.950, 01.05.210, 07.06.500, and 07.08.149 of the Spokane Municipal Code.

Summary (Background)

This ordinance creates the Spokane Fair Elections Code. This ordinance: Clarifies that all members of Pro and Con Committees for ballot measures should be registered voters in the city of Spokane. Designates the City Clerk's Office as the City's Election Resources Center. Establishes the City of Spokane's campaign contribution limit at \$500 per election for all individuals, political committees, political parties, legislative committees, and caucus committees.

<u>Fiscal Impact</u>	Grant related?	NO	<u>Budget Account</u>
	Public Works?	NO	

Select	\$	#
Select	\$	#
Select	\$	#
Select	\$	#

<u>Approvals</u>		<u>Council Notifications</u>	
<u>Dept Head</u>	MCDANIEL, ADAM	<u>Study Session</u>	11/2
<u>Division Director</u>		<u>Other</u>	Finance &
<u>Finance</u>	ORLOB, KIMBERLY	<u>Distribution List</u>	
<u>Legal</u>	PICCOLO, MIKE	sstopher@spokanecity.org	
<u>For the Mayor</u>	DUNIVANT, TIMOTHY	mormsby@spokanecity.org	

<u>Additional Approvals</u>		
<u>Purchasing</u>		



Continuation of Wording, Summary, Budget, and Distribution

Agenda Wording

Summary (Background)

Defines election cycle as the first day of January in the year prior to the general election for the office the candidate is seeking, until 14 days after the date of the general election or until the election results are certified, whichever occurs last. Prohibits City elected officials and candidates from soliciting and/or receiving contributions from a contractor or subcontractor (including partners/principals with equity interest totaling more than 10%) who has earned more than \$50,000 in City contracts or from any contractor participating in a contract award period. Requires that bidders affirm and certify that they will comply and will notify their principals and subcontractors of the campaign contribution provisions of this chapter. Please summary for additional explanation.

Fiscal Impact

Select \$

Select \$

Budget Account

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Distribution List

ORDINANCE NO. C35571

An ordinance enacting the Spokane Fair Elections Code; instituting campaign contribution limits and disclosure requirements; amending chapter 01.07 and sections 01.02.950, 01.05.210, 07.06.500, and 07.08.149 of the Spokane Municipal Code.

WHEREAS, City of Spokane has seen an increase in “dark money” and “gray money” in local elections which fails to disclose or makes it hard to determine the source of the political spending; and

WHEREAS, local political campaign contributions and expenditures should be fully disclosed to the public and secrecy in the sources and application of such contributions for local elections should be avoided; and

WHEREAS, lower contribution limits require candidates to expand beyond the narrow group of large individual, corporate, and union donors thus reducing the threat of City of Spokane elected officials becoming too compliant with the wishes of large contributors; and

WHEREAS, political parties and legislative district committees have been accused of contributing “earmarked” campaign donations to nonpartisan City of Spokane candidates for elected office from donors who have already reached the contribution limit; and

WHEREAS, monetary contributions to local political campaigns are a form of participation in our political process, but the financial strength of individuals or organizations should not enable them to exercise undue influence on the judgment of City of Spokane local officials; and

WHEREAS, the people of Spokane should be assured that the private financial dealings of the Mayor, the City Council, the Municipal Court judges, and candidates for those offices present no conflict of interest between the public trust and private interest; and

WHEREAS, contractors have received more than \$116 million dollars in City of Spokane contracts after donating \$88,000 to current elected officials thereby creating the appearance of quid pro quo corruption; and

WHEREAS, City of Spokane contractors, City of Spokane Public Sector Unions, and business lobbyists with City interests have made contributions to City of Spokane Elected Officials outside the year the official appeared on the ballot thereby creating the appearance of quid pro quo corruption; and

WHEREAS, federal law prohibits foreign nationals from contributing to candidates for elected office in the United States;

WHEREAS, public faith and confidence in the governing institutions of the City of Spokane is essential and must be promoted by assuring the people of Spokane of the impartiality, decency, and honesty of the officials and the appointees that represent them in all public transactions and decisions; and

WHEREAS, the Spokane City Council believes that it is absolutely crucial to restore the public trust in our institutions and our elected officials by instituting a set of local campaign finance restrictions and regulations, which will have the effect of deterring quid pro quo corruption and reducing the appearance of quid pro quo corruption and ensuring fair play.

NOW, THEREFORE, the City of Spokane does ordain:

Section 1. That chapter 01.07 of the Spokane Municipal Code is amended to read as follows:

Section 01.07.003 Title: Purpose and Intent

- A. This chapter shall be titled and referred to as the Spokane Fair Elections Code.
- B. The purpose of this chapter is to institute regulations for the fair conduct of elections for citywide office and to ensure a high degree of transparency in the conduct of local elections. The City of Spokane is authorized to legislate in this area as a valid exercise of the City's police power, pursuant to Washington Constitution Art. XI, secs. 10 and 11 and RCW 35.22.020 and RCW 35.22.195.
- C. The City intends, by enacting this chapter, to provide for transparency, fairness, accountability, and integrity in the conduct of elections for City office, to promote and increase political participation and the open discussion of issues, and to reduce the effect of financial contributions on the integrity of our elections and our government.
- D. This chapter is intended to compliment and be consistent with chapter 42.17A RCW as enforced by the Washington State Public Disclosure Commission. In the event of a conflict between this chapter and chapter 42.17A RCW, state law controls.
- E. The City of Spokane has a strong governmental interest in preventing corruption, and the appearance of corruption, in its political processes, such as the election of City officials. This chapter, by strengthening limits on political contributions, therefore serves the City's strong interests in preventing corruption and the appearance of corruption because it reduces the risk of *quid pro quo* arrangements and mitigates the appearance of corruption which is created by the real or potentially coercive influence of large financial contributions on the actions of candidates and elected officials.

- F. It is the intent of the City Council to advocate for campaign finance reforms at the state and federal level.

Section 01.07.005 Definitions

- A. "Agency" means the City of Spokane Contract and Business Standards Compliance Office within the City's Department of Grants Management and Financial Assistance or its delegate.
- B. "Authorized committee" means the political committee authorized by a candidate for the office of Mayor, City Council Member, or municipal court judge to accept contributions or make expenditures on behalf of the candidate or public official.
- C. "Bona fide political party" means:
1. An organization that has been recognized as a minor political party by the Washington Secretary of State;
 2. The governing body of the state organization of a major political party, as defined in RCW 29A.04.086, that is the body authorized by the charter or bylaws of the party to exercise authority on behalf of the state party; or
 3. The country central committee or legislative district committee of a major political party.
- D. "Candidate" means any individual who seeks election to the office of Mayor, member of the Spokane City Council, or Municipal Court Judge, whether or not successfully. An individual is deemed to seek election when he or she first:
1. Solicits or receives contributions;
 2. Makes expenditures or reserves space or facilities with intent to promote his or her candidacy for office;
 3. Announces publicly or files for office;
 4. Purchases advertising space or broadcast time to promote his or her candidacy;
 5. Makes expenditures or solicits or receives contributions to explore the possibility of seeking election to the office of Mayor, member of the Spokane City Council, or Municipal Court Judge; or
 6. Gives his or her consent to another person or political committee to take on behalf of the individual any of the actions in subsections 1, 2, 4, or 5 of this section.
- E. "Caucus political committee" means a political committee organized and maintained by the members of a major political party in the Washington State Senate or Washington State House of Representatives.
- F. "City office" means any elective office established by Section 5 of the Spokane City Charter, namely, Mayor, City Council member, and Municipal Court judge.

- G. "Collectively bargain" means the performance of the mutual obligations of the public employer, including the City of Spokane or the Mayor, and the exclusive bargaining representative to meet at reasonable times, to confer and negotiate in good faith, and to execute a written agreement with respect to grievance procedures and collective negotiations on personnel matters, including wages, hours, and working conditions, which may be peculiar to an appropriate bargaining unit of the public employer, except that by such obligation neither party may be compelled to agree to a proposal or be required to make a concession unless otherwise allowed under Washington state law.
- H. "Continuing political committee" means a political committee that is an organization of continuing existence not established in anticipation of any particular election campaign.
- I. "Contract" has the same meaning as in SMC 07.06.040.
- J. "Contractor" means any person or entity who has received the award of a contract, submitted a bid or proposal in any form for the award of a contract, including any other person or entity who seeks the award of the contract and is contesting, appealing or protesting the award of the contract as proposed. The term shall include the proprietor for a sole proprietorship, each partner or principal having an equity interest of ten percent (10%) or more for a partnership and each corporate officer, corporate director, or shareholder of ten percent (10%) or more of the outstanding shares of stock for a corporation. The term shall also include any subcontractor authorized to provide all or a portion of goods, labor, or services in fulfillment of an award of a contract. This definition does not include the employees of such as person or, if the person is a union, the members of that union.
- K. "Contribution" means a loan, gift, deposit, subscription, forgiveness or indebtedness, donation, advance, pledge, payment, transfer of funds between political committees, sums paid for tickets to fundraising events, the financing by a person of the dissemination, distribution, or republication, in whole or in part, of broadcast, written, graphic, or other form of political advertising or electioneering communication prepared by a candidate, a political committee, or its authorized agent, or anything of value, including personal and professional services for less than full consideration. "Contribution" also includes an expenditure made by a person in cooperation, consultation, or concert with, or at the request of suggestion of, a candidate, a political committee, the person or persons named on the candidate's or committee's registration form who direct expenditures on behalf of the candidate or committee, or their agents. "Contribution" does not include:
1. Interest on moneys deposited in a political committee's account;
 2. Ordinary home hospitality;

3. The rendering of legal or accounting services on behalf of a candidate or an authorized political committee but only to the extent that the services are for the purpose of ensuring compliance with city of state election or public disclosure laws;
 4. The rendering of personal services of the sort commonly performed by volunteer campaign workers;
 5. Incidental expenses personally incurred by campaign workers not in excess of \$25, in the aggregate, during the applicable period, personally paid for by a volunteer campaign worker; or
 6. An internal political communication primarily limited to the members of a political party organization or political committee, or to the officers, management staff, or stockholders of a corporation or similar enterprise, or to the members of a labor organization or other membership organization.
- L. “Designated Treasurer” means the individuals appointed by an incidental committee, responsible for filing and maintaining the incidental committee’s statement of organization with the City of Spokane Clerk’s Office.
- M. “Election for city office” means any primary, general, or special election for city office as defined in this section.
- N. “Elected official” means any person elected by a general or special election to city office as defined in this section, and any person appointed to fill a vacancy in any such office.
- O. “Election cycle” means the first day of January in the year prior to the general election for the office the candidate is seeking, until 14 days after the date of the general election or until the election results are certified, whichever occurs last.
- P. “Entity” means any business corporation, group, agency, nonprofit corporation, limited liability partnership, limited partnership, limited liability company, and general cooperative association.
- Q. “Expenditure” includes a payment, contribution, subscription, distribution, loan, advance, deposit, or gift of money or anything of value, and includes a contract, promise, or agreement, whether or not legally enforceable, to make an expenditure. “Expenditure” also includes a promise to pay, a payment, or a transfer of anything of value in exchange for goods, services, property, facilities, or anything of value for the purpose of assisting, benefitting, or honoring any public official or candidate, or assisting in furthering or opposing any election campaign. “Expenditure” does not include the partial or complete repayment by a candidate, political committee, or incidental committee of the principal of a loan, the receipt of which loan has been properly reported.

- R. "Foreign-owned entity" means any entity, regardless of type of entity, jurisdiction of incorporation, or principal place of business, which is owned 51% or more by a foreign national or a foreign government.
- S. "General election" means the election of a person to city office of Mayor, excluding primary elections.
- T. "Incidental committee" means any nonprofit organization, regardless of purpose, not otherwise defined as a political committee but that may incidentally make a contribution or an expenditure in support of, or opposition to, any candidate for city office, whether directly or through a political committee.
- U. "Independent expenditure" means an expenditure that:
1. is made in support of or in opposition to a candidate for city office by a person who is not:
 - a. A candidate for that office;
 - b. An authorized committee of that candidate for that office;
 - c. A person who has received the candidate's encouragement or approval to make the expenditure, if the expenditure pays in whole or in part for political advertising supporting that candidate or promoting the defeat of any other candidate or candidates for that office; or
 - d. A person with whom the candidate has collaborated for the purposed of making the expenditure, if the expenditure pays in whole or in part for political advertising supporting that candidate or promoting the defeat of any other candidate or candidates for that office.
 2. pays in whole or in part for political advertising that either specifically names the candidate supported or opposed, or clearly and beyond any doubt identifies that candidate without using the candidate's name; and
 3. whether alone or in conjunction with other expenditure(s) by the same person in support of or in opposition to that candidate, has a value of eight hundred dollars (\$800) or more. A series of expenditures, each of which is under eight hundred dollars (\$800), constitutes one independent expenditure if their cumulative value is eight hundred dollars (\$800) or more.
- V. "Person" means an individual, partnership, joint venture, public or private corporation, association, federal, state or local government entity or agency however constituted, candidate, committee, political committee, incidental

committee, continuing political committee, political party, executive committee thereof, or any other organization or group of persons, however organized.

- W. “Political committee” means any person (except a candidate or an individual dealing with his own funds or property) having the expectation of receiving contributions or making expenditures in support of, or opposition to, a candidate for Mayor, member of the Spokane City Council, municipal court judge, or any city ballot proposition.
- X. “Surplus funds” means the balance of contributions that remain in the possession or control of that committee or candidate subsequent to the election for which the contributions were received, and that are in excess of the amount necessary to pay remaining debts incurred by the committee or candidate with respect to that election.

Section 01.07.010 Local Voters’ Pamphlet – Pro and Con Committee Statements

- A. Consistent with state law and the Spokane County auditor’s administrative rules regarding participation in a local voters’ pamphlet as they currently exist or as may be amended, the ~~((city council))~~ Spokane City Council shall formally appoint by ~~((council))~~ resolution a Pro Committee to prepare arguments advocating voters’ approval of a ballot measure and a Con Committee to prepare arguments advocating voters’ rejection of the measure. A Pro Committee established to prepare arguments advocating voters’ approval of a ballot measure submitted pursuant to an initiative or referendum shall include the sponsor or a representative of the sponsor of the initiative or referendum. A Con Committee established to prepare arguments advocating voters’ rejection of a ballot measure submitted pursuant to an initiative or referendum shall include a representative of any political committee opposing the measure that has filed a C-1 registration statement with the Washington Public Disclosure Commission. All committee members shall be registered voters in the city of Spokane.
- B. Once established, the committees shall prepare arguments for and against local ballot measures to be included in the voters’ pamphlet consistent with state law and the Spokane County auditor’s administrative rules.
- C. If a local voters’ pamphlet is not published and distributed, the City shall participate with the Spokane County auditor’s office in the posting of the election information on the County’s website or on the City of Spokane’s election resources page.
- D. For purposes of this section, the term “measures”~~((Measures—shall include))~~includes all ballot ~~((measure))~~measures placed on a local election ballot including measures submitted to the electorate pursuant to the City’s initiative and referendum procedure.

Section 01.07.020 Voter Registration & Election Resources

- A. Beginning with the first City of Spokane utility bill of the year in which a city general election is held, ((All)) each utility ((bills))bill shall include voter registration information ((regarding how citizens may register to vote, including applicable))and links to the Spokane County Elections Office and the Washington State Secretary of State websites. ((Inclusion of such information shall not be included if the information would create an additional billing page and related costs.))
- B. The City's website shall host a page devoted to election resources and clearly titled "Voting and Elections". The site shall ((have))contain information and/or links to information including, but not limited to, voter registration, election dates, online voter pamphlets and guides, the Washington State Public Disclosure Commission, and ballot drop box locations.
- C. The City ((administration))Clerk's Office shall ((designate one department or point of contact to serve as)) be the city's election resources center((in addition to their duties. The election resources center)) and shall ((act as))be the central location for any information related to city elections including, but not limited to, sample ballots, voter pamphlets and guides, and voter registration forms.

Section 01.07.030 Mandatory Limitations on Campaign Contributions

- A. No candidate for city office, or any political committee acting on behalf of such candidate, shall solicit or accept campaign contributions of more than five hundred dollars (\$500) from any person in any election for city office as reflected on candidate filings with the Washington State Public Disclosure Commission.
- B. A candidate for city office, and any political committee acting on behalf of such candidate, shall only accept or receive a campaign contribution during the election cycle in which the candidate will appear on the ballot.
- C. The limitations imposed by SMC 01.07.030(A) shall not apply to a candidate's contributions of his or her own resources to his or her own campaign, or contributions to the candidate's campaign by the candidate or the candidate's spouse or assets of their marital community. If a candidate makes personal contributions to their campaign in aggregate of \$11,500 or more of his or her own funds, including surplus funds from a previous campaign, or independent expenditures are made in support of a candidate or in opposition to his or her opponent in aggregate of \$11,500, all candidates for election to that office may surpass the contribution limits set forth in SMC 01.07.030(A) and may solicit and accept contributions up to the limits allowed by the Washington Public Disclosure Commission. The remainder of this chapter shall apply to all candidates.
- D. Candidate filings with the Washington State Public Disclosure Commission shall constitute the evidence of contributions received during an election cycle for the purposes of enforcement of the penalty for violation.

- E. The provisions of SMC 01.07.030(C) regarding contributions of personal resources shall not apply to loans made to the candidate's campaign.
- F. Surplus funds, as defined by SMC 01.07.005, from a candidate's prior campaign and contributions received by a candidate in connection with a campaign for another office may be used by that candidate for the candidate's current campaign only to the extent that such funds are derived from contributions that were within the limitations imposed by this chapter. If such funds are from a campaign not governed by this chapter, a candidate may use only so much of each contribution previously received as would have been allowable as a contribution under this chapter if it had applied to that campaign. The source of a candidate's surplus campaign funds shall be determined to be derived from the most recent contributions received by such candidate or that candidate's political committee which in total equal the amount of the surplus campaign funds.
- G. Beginning in 2019, campaign contribution limits may be adjusted by the Spokane City Council in the December of any odd-numbered year. In no event shall campaign contribution limits per election established by this chapter shall in no event be greater than 1.5% of the city of Spokane's median household income as calculated by the U.S. Census Bureau's American Community Survey for the prior year.

Section 01.07.040 Prohibition on Campaign Contributions by Contractors

- A. No City of Spokane elected official or any candidate for city office, or any political committee acting on behalf of such elected official or candidate, shall knowingly solicit or accept any contribution directly or indirectly from any entity or person who, in the two years prior to the election cycle has earned or received more than fifty thousand dollars (\$50,000) under a contractual relationship with the City. No City of Spokane elected official, candidate for city office, or any political committee acting on behalf of an elected official or candidate for such office, shall knowingly solicit a contribution for himself or herself or for any political party, political committee, incidental committee, or campaign committee, directly or indirectly from any entity or person who in the prior two years has earned or received more than fifty thousand dollars (\$50,000) under a contractual relationship with the City.
- B. No City of Spokane elected official, candidate for city office, or any political committee acting on behalf of an elected official or candidate of such office, shall knowingly solicit or accept any contribution from a contractor during a contract award period. If a City of Spokane elected official or candidate for city office or a political committee acting on their behalf unknowingly accepts a contribution from a contractor during a contract award period, it shall be the duty of the elected official or candidate for such position or political committee acting on their behalf

to return the contribution within ten (10) days after he or she becomes aware of the violation.

- C. It is a violation of this chapter for an entity or its subsidiary(ies), parent company or affiliate(s), to reimburse an employee, officer, director, or partner of such entity for political contributions in support of a candidate for city office or for or against any city initiative or referendum.
- D. Contributions made or solicited prior to the effective date of this ordinance is not a violation of this ordinance.
- E. The receipt of legal campaign contributions by the Mayor, member of the Spokane City Council, a Municipal Court Judge, or a candidate for city office shall not be considered a conflict of interest as defined by Spokane Municipal Code 01.4A.030 when approving and executing contracts on behalf of the City of Spokane.

Section 01.07.050 Disclosure of Campaign Contributions by City Bargaining Units

- A. All entities who collectively bargain with the City of Spokane on behalf of its membership shall submit information on all bargaining unit contracts prior to signatures and approval by the City Council listing the dollar value of campaign contributions donated to any City of Spokane elected official, the dollar value of campaign contributions donated to a political committee acting on behalf of an elected official or has donated to any City of Spokane elected official or has made independent expenditures in support or against any City of Spokane elected official, or the dollar amount of the campaign contributions given to an incidental committee that has given campaign contributions to any City of Spokane elected official or has made independent expenditures in support or opposition to any City of Spokane elected official.
- B. The receipt of legal campaign contributions by the Mayor, a member of the Spokane City Council, or a Municipal Court Judge shall not be considered a conflict of interest as defined by SMC 01.4A.030 when approving and executing bargaining agreement contracts on behalf of the City of Spokane.

Section 01.07.060 Identification of Contributors Required

Any entity that makes campaign contributions to a candidate for city office, independent expenditures for or against a candidate for city office, or for or against a City ballot measure shall have an active registration with the Washington Secretary of State or equivalent state agency of the donors' headquarters or primary location.

Section 01.07.070 Disclosure by Political Committees

- A. In addition to the requirements of RCW 42.17A.320, a political committee making independent expenditures in support or opposition to a candidate for city office or in support or against a City of Spokane initiative or referendum shall identify the three persons or entities making the largest contributions in excess of five hundred dollars (\$500) during the twelve-month period preceding the date on which the advertisement is initially to be published or otherwise presented to the public.
- B. For any political committee or incidental committee that qualifies as one of the top three contributors identified under (a) of this section, the top three contributors to that political committee or incidental committee during the same period shall be identified, and so on, until the individuals or entities other than political committees or incidental committees that have contributed the most to all political committees or incidental committees involved with the advertisement have been identified.
- C. The political committee's advertisement must then list the top three individuals or entities other than political committees or incidental committees contributing in excess of five hundred dollars and making the largest aggregative contributions among all those identified under this section.
- D. The top three individuals or entities shall be listed "Top Individual Contributors" immediately under the disclosure requirements of RCW 42.17A.320.

Section 01.07.080 Contributions by Incidental Committees

- A. An incidental committee must file a statement of organization with the City of Spokane's City Clerk's Office within two weeks after the date the committee has the expectation of making payments, contributions, including in-kind contributions of staff time and office-related equipment, resources, and rent to an affiliated committee, or expenditures of at least five thousand dollars (\$5,000) in any election cycle, or to a political committee or an incidental committee.
- B. An incidental committee's statement of organization shall include the following:
 - 1. The name and address of the committee, its officers, its designated treasurer, and any affiliated persons or committees;
 - 2. The names of any candidates supported or opposed by the committee and the office the candidate is seeking;
 - 3. Any City of Spokane initiative or referendum supported or opposed by the committee;

4. Names of the ten largest aggregate contributions received in the current calendar year from a single person of five hundred dollars (\$500) or greater, including any persons tied as the tenth largest source of contributions received.
- C. If an incidental committee first meets the criteria of SMC 1.07.090(A) in the last three weeks before an election, then it must file the statement of organization with the City of Spokane's City Clerk Office within three business days.
- D. An incidental committee shall update their statement of organization when the committee has received a contribution that would change the information required under SMC 1.07.080(B)(4) or made any expenditures or commitment of expenditures directly or indirectly in support of or in opposition to any election campaign or to a political or incidental committee in which the total exceeds two hundred dollars (\$200) since the last report.
- E. The City of Spokane shall publish the incidental committee's statement of organization on the City's election resources website within five business days of receipt and shall be made publicly available for viewing in-person within two business days of receipt.

Section 01.07.090 Contributions by Foreign-Owned Corporations

All entities making contributions to candidates and political committees participating in elections for city office, or in support of or in opposition to a City of Spokane initiative or referendum shall provide certification to the receipt of the donation at the time of the donation that the entity is not a foreign-owned entity as defined by SMC 01.07.005(R)

Section 01.07.100 Complaints and Investigations – Curing of Violations; Process

- A. Any person who has reason to believe that another person is in violation of the requirements of this chapter may file a complaint with the Agency. The Agency may also, on its own initiative, investigate or audit the records or documents of any person the Agency believes may be in violation of this chapter.
- B. Upon receiving a complaint under SMC 01.07.100(A), the Agency shall, within five (5) days, send a written Notice of Violation ("NOV") to the person accused of the violation, stating the asserted factual basis for the allegation. The person receiving a NOV shall respond within five (5) days, with either documentation that there was no violation or that the violation has been cured.
- C. A violation of SMC 01.07.070 may be cured by publishing on the city's website and in newspaper of general circulation in the Spokane area the names of the top three persons or entities making the largest contributions in excess of seven hundred dollars (\$700) during the twelve-month period preceding the date on which the advertisement is initially published or otherwise presented to the public.

- D. Upon reviewing the complaint and the response, if any, the Agency shall determine whether (i) there is reasonable cause to believe that a violation of this chapter has occurred or is occurring, or (ii) that the violation has been cured, and shall notify the complaining person and the accused person in writing of that determination. The Agency shall strive to reach a determination as to whether a violation has occurred within 30 days of its receipt of a complaint.
- E. It is a violation of this chapter to fail or refuse to provide documents or access to documents requested by the Agency in the process of investigating a possible violation of this chapter.

Section 01.07.110 Enforcement

- A. Unless otherwise specified herein, violation of the requirements of this chapter is a class 1 civil infraction.
 - 1. Each day in which a person remains in violation of SMC 01.07.030, 01.07.040, 01.07.060, or 01.07.080, constitutes a separate class 1 civil infraction.
 - 2. Each communication made in violation of SMC 01.07.070 constitutes a separate class 1 civil infraction. For purposes of this section, "communication" means the sending of a single piece of direct mail or the actual airing of a single radio or television advertisement.
- B. If the Agency determines, pursuant to SMC 01.07.100(C), that a violation of this chapter has occurred or is occurring, the Agency shall refer the matter to the City Attorney's or City Prosecutor's office for the filing of a civil infraction(s) pursuant to chapter 01.05, SMC. In any action brought to enforce this chapter, the court may order the return of any contributions received in violation of this chapter and the city may recover all costs of investigation, in addition to any other remedies allowed by law.
- C. A candidate, political committee, or incidental committee may not use contributions to pay any fine imposed by the Agency under this chapter.
- D. When referring an enforcement action to the City Attorneys' office or City Prosecutor's office, the Agency shall also notify the person subject to the NOV that they are ineligible to receive contributions until such person comes into compliance with this chapter or until the matter is determined by the Municipal Court, whichever occurs first.

Section 01.07.120 Limitations Period

A person filing a complaint under SMC 01.07.100 may do so only until May 31 of the year following the election cycle to which the complaint pertains. It is an affirmative defense to any enforcement action taken under this chapter that the complaint was filed beyond the limitation period stated in this section. By way of illustration only, a

complaint alleging a violation of this chapter which occurred in 2019 must, in order to be timely, be filed on or before May 31, 2020.

Section 01.07.130 Publicity

The Agency shall, in conjunction with the City Clerk's office, publish on the City's website in a location in common with all other election resources:

1. Each NOV issued by the Agency, including the date of issuance, identity of both the complaining person and the person alleged to have violated this chapter, and the final disposition of the NOV;
2. Notices of ineligibility for contributions required under SMC 01.07.110(B)(4), including the beginning and end dates of the ineligibility; and
3. The additional disclosures permitted under SMC 01.07.100(C) to cure a violation of this chapter.

Section 01.07.140 Severability

If a court of law determines that any provision of this chapter is void or of no legal effect, the offending provision(s) shall be deemed struck from this chapter and the remainder of the chapter shall continue unaffected.

Section 01.07.150 Annual Reporting

Beginning in 2019 and on an annual basis thereafter, the Agency shall make a report to the City Council and shall cause a copy of that report to be posted on the City's election resources web page, concerning the number and type of complaints made, investigations undertaken, and actions taken to enforce the provisions of this chapter.

Section 2. That section 07.06.500 of the Spokane Municipal Code is amended to read as follows:

Section 07.06.500 Bidder/Contractor Responsibility Criteria (Mandatory)

Before contract award, the bidder shall meet the following bidder responsibility criteria to be considered a responsible bidder. The bidder may be required by the City of Spokane to submit documentation demonstrating compliance with the criteria. The bidder and all subcontractors included in the bid must:

- A. Have a current certificate of registration as a contractor 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, show proof of:

1. Industrial insurance (workers' compensation) coverage for the bidder's employees working in Washington, as required in Title 51 RCW;
2. A Washington employment security department number, as required in Title 50 RCW; and,
3. A Washington department of revenue state excise tax registration number, as required in Title 82 RCW; and,

D. Demonstrate that they are not disqualified from bidding on any public works contract under RCW 39.06.010 or RCW 39.12.065(3).

E. 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.

F. Shall affirm and certify that the bidder will comply with and notify its principals and subcontractors of the provisions of the Spokane Fair Elections Code, chapter 01.07, SMC.

Section 3. That there is enacted a new section 07.08.149 of the Spokane Municipal Code to read as follows:

Section 07.08.149 Transparent Democracy Fund

There is established a special revenue fund to be known as the "Transparent Democracy Fund" into which shall be deposited funds from Spokane Fair Elections Code infractions. The fund will be used to offset any costs associated with the administration of the Spokane Fair Elections Code.

PASSED by the City Council on _____.

Council President

Attest:

Approved as to form:

City Clerk

Assistant City Attorney

Mayor

Date

Effective Date

LEGISLATIVE FINDINGS
Spokane Fair Elections Ordinance
Spokane City Council
Adam McDaniel

Subject:

This proposed ordinance establishes a Spokane Fair Elections program which sets regulations around campaign contributions, including contributions from City of Spokane contractors, public sector unions, and political committees.

*This briefing paper includes findings based on recognized governmental purposes of campaign finance regulation as well as ancillary information to supplement discussion of the City of Spokane's overall electoral system and historical campaign trends.

Background:

Spokane voters overwhelmingly supported campaign contribution limits and contribution disclosure. As evidenced by their opposition to the *Citizens United* Supreme Court ruling, voters increasingly perceive corruption in our electoral process.

Spokane voters supported Initiative-276 which established the Public Disclosure Commission by more than 66% and Initiative-134 (which set campaign contribution limits) by 70%¹. Spokane voters also supported Initiative-735 which requested that Washington's Congressional Delegation propose a constitutional amendment that reserves constitutional rights for people over corporate rights. Spokane voters supported that Initiative with 62% of the vote and significant majorities² in all Council Districts. Spokane voters joined the Spokane City Council³, a majority of the electorate in Washington, and 80% of Americans⁴ who supported overturning the *Citizens United* decision (DeSilver & van Kessel, 2015).

Each of these initiatives reflected poignant questions for Spokane voters:

1. Does the status-quo campaign finance system prevent the opportunity for every candidate, potential candidate, voter, and issue to participate in the political process?
2. Does the inability to identify wealthy donors who potentially influence our elections crowd out meaningful political debate and degrade the political speech of all willing participants, and thereby creating opportunities for potential corruption?

Spokane voters overwhelmingly answered 'yes' to these questions.

¹ Source: Washington State Archives – Eastern Region Branch

² District 1 – 62.9%; District 2 – 64.4%; District 3 – 59.6%

³ Spokane City Council Resolution 2016-0083

⁴ Washington Post-ABC News Poll, February 2010; Bloomberg Poll, September 2015

Campaign contribution limits in the City of Spokane as a “percentage of median household income” are higher than every large city in the state of Washington except Yakima.

The Washington State Public Disclosure Commission (PDC) sets the campaign contribution limits in the state of Washington for all state, legislative, judicial and local races unless a jurisdiction adopts limits lower than the state limits. The PDC sets limits biennially that reflect “changes in economic conditions”⁵ via the inflationary index recommended by the Washington State Office of Financial Management. The current contribution limits for candidates running for the offices of Mayor and City Council Member in Spokane, which were set in 2016, are \$1,000 per election. The limit is set at \$2,000 for Spokane Municipal Court judicial candidates. Contribution limits fixed by the PDC for local office have traditionally grown by \$50 or \$100 and \$100-\$200 for judicial elections every biennium.

“This isn’t Shark Tank. This is your democracy. But as the bidding grows higher, your voice gets lower. You’re simply priced out of the marketplace of ideas. That is, unless you are one of the ultra-wealthy.” – Former Congressman Steve Israel

Many municipal governments across the United States, including Seattle⁶ and Issaquah⁷ in Washington, have developed campaign finance regulations with differing contribution limits. The new contribution limits in these jurisdictions have not had a detrimental impact on the amount of money candidates have been able to raise for their campaigns⁸. Brennan Center research has shown that low contribution limits lead to more competitive races, increase the likelihood of challengers defeating incumbents, and reduce the fundraising advantages inherent for incumbents (Torres-Spelliscy, Williams, & Stratmann, 2009). Since 2009, City of Spokane incumbents have held an average fundraising advantage of more than 3 to 1 against their challengers.

Spokane has a higher contribution limit as a percent of median household income than every other large city in Washington state; except Yakima. Phrased another way, a “max out” contribution in one election (\$1,000) is 2.3% of the median household income in Spokane. A \$500 contribution limit per election, as proposed by the Spokane Fair Elections Code, would place the city of Spokane in the middle of top 10 most populated Washington cities and between

⁵ WAC 390-05-400

⁶ Seattle Municipal Code 2.04

⁷ Issaquah Municipal Code 1.30

⁸ 2017 Seattle Mayor Candidate Jenny Durkan has raised \$928,046 as of November 2017, with a \$500 total contribution limit. For comparison in 2013 with a contribution limit of \$700, former Mayor Ed Murray raised \$891,189.01 while his challenger, former Seattle Mayor Mike McGinn, raised \$475,634.77. Durkan has also outraised the 2009 campaign totals from Mike McGinn and former Mayor Greg Nickels who also had a contribution limit of \$700.

regional competitors Boise and Salt Lake City for contribution limits as a percentage of household income.

<u>City</u>	<u>City Council Individual Contribution Limit per Election</u>	<u>% of 2015 Median Household Income⁹</u>
Spokane Washington	\$1000	2.3%
<i>Spokane (Proposed by Spokane Fair Elections Code)</i>	\$500	1.17%
Seattle Washington	\$500 (total)	0.7%
Tacoma Washington	\$1000	1.92%
Vancouver Washington	\$1000	1.90%
Bellevue Washington	\$1000	1.05%
Kent Washington	\$1000	1.66%
Everett Washington	\$1000	2.01%
Renton Washington	\$500	0.77%
Federal Way Washington	\$1000	1.79%
Yakima Washington	\$1000	2.45%
San Francisco California	\$500	0.48%
Anchorage Alaska	\$500	0.63%
Fort Collins Colorado	\$75	0.11%
Boise Idaho	\$1000	1.92%
Salt Lake City Utah	\$750	1.13%
Missoula Montana	\$330	0.77%

Contribution limit as a percentage of median household income increased in 2011, 2013, and 2015¹⁰. There were no local office contribution limits prior to the 2011 campaign cycle.

⁹ American Community Survey Data

¹⁰ 2011 – 2.00%; 2013 – 2.28%; 2015 – 2.3%

For questions on these findings, contact Adam McDaniel (amcdaniel@spokanecity.org)

Only 29%¹¹ of donors who contributed over \$500 to candidates in elections between 2001 and 2017 came from Spokane. The Spokane donors who contributed over \$500 were a male majority (59%); overwhelmingly lived in Council District 2, the South Hill in particular (75%); and were predominantly white.¹²

The most recurring contributions over \$500 in elections between 2001 and 2017 came from political action committees, city contractors, and City of Spokane public sector unions.¹³

The dominance of white, affluent donors disadvantage candidates of color and may prohibit people of color, who lack access to the network of these wealthy donors, from running for office. The lack of this rich network makes it nearly impossible for an individual to compete in the “wealth primary”¹⁴ necessary to run a competitive campaign (Lioz, Stacked Deck, 2015). Additionally, people of color who lack this wealthy network seem less viable to the candidate recruiters of the political class and political parties.

LESS THAN 0.06% OF SPOKANE’S POPULATION GAVE MORE THAN \$500 TO CITY OF SPOKANE POLITICAL CANDIDATES IN AN ELECTION BETWEEN 2001 AND 2017.

*2016 CITY OF SPOKANE POPULATION (US CENSUS BUREAU)

Campaign expenditures by Spokane Mayor and Spokane City Council candidates are growing, but voter turnout is falling.

Campaign expenditures by general election candidates for Mayor, City Council President, and all Council Districts in Spokane have increased significantly since 2007 although total general election votes for each office have remained flat, while total votes cast have declined.¹⁵ The city of Spokane increased in total population by 7.43% from 2007 to 2015¹⁶ and gained 20,000 more registered voters¹⁷. Despite the rise in population and a 50% increase in campaign expenditures, the number of citizens choosing to vote in City of Spokane elections dropped by 4,000.

The rising cost for political office candidates to be competitive limits the pool of candidates. Campaign expenditures are rising, but the number of voters continues to fall. Thusly, we must ask: What exactly is the money solicited and contributed actually buying?

¹¹ 130 of 441 donors

¹² Demographic voter information is notoriously hard to find. I utilized local political party resources to review this data.

¹³ Avista (21 donations), Washington State Council of County & City Employees (14 donations), Spokane Firefighters Local 29 (18 donations), Community Builders Trust PAC – Spokane Homebuilders Association (14 donations) Build East PAC – Association of General Contractors (13 donations), Spokane Tribe (7 donations), & Washington Association of Realtors (16 donations).

¹⁴ For information on the “wealth primary”, see Jamin Raskin & John Bonifaz, *Equal Protection and the Wealth Primary* (1993)

¹⁵ The City of Spokane Municipal Court was established in 2007-2008 with the first slate of appointed judges up for election in 2009. In 2009, candidates for Spokane Municipal Court Judge raised a combined total of \$12,811. The judges elected in 2009 (Mary Logan, Michelle Szambelan, & Tracy Staab) all ran unopposed in 2013 and only Judge Tracy Staab has drawn an opponent in 2017.

¹⁶ Source: Spokane Community Indicators

¹⁷ Source: Spokane County Elections Office

For questions on these findings, contact Adam McDaniel (amcdaniel@spokanecity.org)

<u>Year</u>	<u>Ballots Issued – General Election</u>	<u>Ballots Returned - General</u>	<u>Ballot Return % - General</u>	<u>Total Campaign Expenditures – General Election Candidates</u>
2007	100,011	56,968	56.96%	\$536,238.12
2009	109,447	55,939	51.11%	\$234,651.99
2011	111,945	63,194	56.45%	\$749,701.83
2013	118,817	50,073	42.14%	\$291,868.80
2015	120,278	52,128	43.34%	\$808,892.73
2017 ¹⁸	127,466	44,900	35.23%	\$213,130.04

Average¹⁹ contributions to Spokane City Council President and Spokane City Council candidates are rising but the median²⁰ and mode²¹ of the contributions are consistent.

	<u>Average Contribution – Spokane Council President General Election Candidates</u>	<u>Median Contribution – Spokane City Council President General Election Candidates</u>	<u>Mode Contribution – Spokane City Council President General Election Candidates</u>
2003	\$134.18	\$75	\$50
2007	\$152.67	\$75	\$50
2011	\$164.23	\$75	\$50
2015	\$231.50	\$100	\$100

<u>Year</u>	<u>Average Contribution – Spokane Mayor General Election Candidates</u>	<u>Median Contribution – Spokane Mayor General Election Candidates</u>	<u>Mode Contribution – Spokane Mayor General Election Candidates</u>
2003	\$225.76	\$100	\$100
2007	\$200.64	\$100	\$50
2011	\$182.14	\$75	\$50
2015	\$222.41	\$100	\$100

¹⁸ As of November 15, 2017

¹⁹ The average or 'mean' is the sum of all the contributions for the race divided by the total number of all contributions in that race. The mean is susceptible to outliers such as high and 'maxed out' donations.

²⁰ The 'median' is the middle contribution amount in the total sequence of all contributions of the race arranged in order of magnitude. Median is less affected by outliers such as 'maxed out' or high-dollar contributions.

²¹ The 'mode' is the most frequent contribution made in a race.

For questions on these findings, contact Adam McDaniel (amcdaniel@spokanecity.org)

The average contribution to general election candidates increased significantly in 2015 with the offices of Mayor, Council President, and Spokane City Council Member positions all crossing the \$200 average contribution threshold for the first time in the City's electoral history; despite the median and mode hovering around the \$50 and \$100 mark. The most frequently occurring donation amount to a Spokane City Council candidate in all but one of the last nine campaign cycles was \$50. The growing divide between the average contribution, the maximum contribution set by the PDC, and the most reoccurring contribution represents a loss of competitive impact and efficacy for citizens making small donors at the expense of the wealthy, unions, corporations, and political action committees who can afford to financially contribute the (constantly growing) maximum contribution limit.

	<u>Average Contribution – Spokane City Council Member General Election Candidates</u>	<u>Median Contribution – Spokane City Council Member General Election Candidates</u>	<u>Mode Contribution – Spokane City Council Member General Election Candidates</u>
2001	\$157.28	\$100	\$50
2003	\$146.01	\$100	\$50
2005	\$190.42	\$100	\$100
2007	\$113.61	\$50	\$50
2009	\$122.99	\$50	\$50
2011	\$120.05	\$50	\$50
2013	\$130.02	\$50	\$50
2015	\$208.18	\$100	\$50
2017	\$197.68	\$100	\$50

Most Spokane citizens do not provide any financial contributions to their preferred candidates. The reduction of contribution limits creates an incentive for candidates to expand their outreach to new donors for smaller contributions to meet their campaign expenditure goals; thus increasing participation (Corrado, Malbin, Mann, & Ornstein, 2010). Greater participation prevents corruption by forcing a candidate beyond a narrow group of large individual, corporate, and union donors (Overton, 2012).

Political parties and Legislative District Committees made campaign contributions above the individual and PAC/Union contribution limits to candidates for Spokane Mayor and Spokane City Council, totaling \$65,700 in 2011 and \$14,290 in 2015.

Political parties and legislative district committees donated \$65,700 in 2011 and \$14,290 in 2015 above the individual and political committee contribution limit to nonpartisan City of Spokane candidates. These two entities have been accused by political opponents of serving as a conduit for donations from contributors who have met the individual contribution limits (Brunt, 2011). This process is called "earmarking." "Earmarking" is illegal per RCW 42.17A.460, yet political parties serve as an easy target for "earmarked" funds because they are not bound by a flat contribution limit but instead by a "per voter" formula²².

²² 2017: \$1.00 per registered voter per cycle

Although the Washington State Republican Party gave more in dollar amounts beyond the current campaign limits, the Spokane County Democratic Party and 3rd Legislative District Democratic Committee gave beyond the contribution limits more often²³.

Parties, legislative district committees, and associated party committees have given almost evenly to incumbents and challengers since 2009²⁴.

The Spokane Fair Elections Code proposed to bring political parties and legislative district committees under the contribution limits of individuals, corporations, and political committees.

“Out-of-cycle”²⁵ fundraising by Spokane Mayor and Spokane City Council candidates is growing, peaking at \$170,649 for general election candidates in 2015 – comprising more than 22% of their total contributions.

City of Spokane candidates up for election in the fall of 2015 began raising campaign cash in January 2012, three years and ten months before the general election date. Only Seattle candidates raised more money out of cycle (\$181,030.65) in the state of Washington in 2015, and there were six more candidates in Seattle than in Spokane. Incumbents have raised 96% of the money raised out of the election cycle since 2007. Potential candidates, witnessing the competitive advantage of long-term fundraising by incumbents, have begun filing with the Washington PDC earlier to begin building their war chests (Walters, City Council President Ben Stuckart has already filed to run for mayor — in 2019, 2016).

<u>Year</u>	<u>“Out-of-Cycle” Fundraising – Spokane General Election Candidates</u>
2007	\$11,858
2009	\$0
2011	\$17,925
2013	\$6,872.13
2015	\$170,649
2017	\$32,448

The Seattle City Council reduced the campaign cycle from 4 years to 2.5 years in 2012. (City of Seattle, n.d.). The City of Issaquah only allows candidates to receive campaign contributions during an election cycle. Issaquah defines their election cycle as January 1st of the year of the election until 14 days after the election²⁶.

²³ Since 2005, the Spokane County Democratic Party and 3rd Legislative District Democrats have combined to give \$9,299 over the individual contribution limit to local candidates. The Spokane County Republican Party has not given to any candidate. The Washington State Republican Party made the greatest contributions totaling \$62,000 but only gave to one candidate.

²⁴ Challengers: 6; Incumbents: 8

²⁵ Defined as campaign funds raised in the year(s) before the candidate appeared on the ballot.

²⁶ Issaquah Municipal Code 1.30.020

For questions on these findings, contact Adam McDaniel (amcdaniel@spokanecity.org)

- What is the purpose of having multi-year fundraising cycles for the City of Spokane elected offices?
 - The record in the general election for candidates raising funds out of their campaign cycle does not reflect a clear political advantage with 5 wins and 7 losses.
- Does raising money out of cycle create an opening for quid pro quo type corruption as a person or entity seeking favor from an elected official could make a contribution to the campaign of the elected official (or against them)?
 - Since 2003, twenty City of Spokane contractors²⁷, eleven lobbyists²⁸, and two public sector unions²⁹ made contributions to incumbents before the elected official's campaign reelection cycle even began.
 - Immediately following elections, City contractors made five contributions³⁰ and lobbyists³¹ made two contributions to candidates they had not donated to prior to the election. In fact, these contractors and lobbyists had donated to the ultimately unsuccessful candidates before the election, and only financially supported the successful candidates post-election.
 - In total from 2003-2015, candidates who won election raised \$76,210.33 after the date of their election³².
- Although candidates for any office face great political pressure to raise as much money as possible as quickly as possible, do the campaign outreach requirements of Spokane Mayor, Spokane City Council Member, or Spokane Municipal require the Congressional-style constant fundraising loathed by current and former elected officials (Israel, 2016)?
 - Fewer and fewer voters participate in City of Spokane elections every cycle despite growing campaign expenditures and unprecedented voter outreach avenues through social media and the internet.³³

The Spokane Fair Elections Code proposes limiting campaign fundraising to January 1st of the year before the candidate will be on the ballot until December 31st following the candidate's general election.

²⁷ Contractors: Baker Construction, Avista, Desautel Hege (DH), Frank Gurney Inc., Premera Blue Cross, CPM Development, Garco Construction, Moloney + O'Neill, Spokane Rock Products, Max J. Kuney Co, Kiemle & Hagood, Wm. Winkler, CH2M Hill, Please Printing, SPVV Landscaping, Barr-Tech, Cameron Reilly, Allied Fire & Security, Spokane Tribe of Indians, Ashe Public Affairs.

²⁸ Lobbyists: Patrick Dunn & Associates, Washington 2 Advocates, Richard Little, Final Passage Inc., Ashe Public Affairs, PEMCO Insurance (Government Affairs), Gallatin Public Affairs (Amber Lewis & Jeff Bell), Chris Marr, Melissa Gombosky, Kathryn Hedrick

²⁹ IAFF Local 29 (Spokane Firefighters Union), Spokane Police Guild

³⁰ Avista (3 times), CH2M Hill, Allied Fire & Security (Terrill Hunt),

³¹ Gallatin Public Affairs (Jeffrey Bell), Ashe Public Affairs

³² Some candidates had debt that could have theoretically need to be paid off, however, the total debt by these same candidates only totaled \$33,755.07 leaving more than \$42,000 in 'non-allocated' contributions. The final reports for 2017 candidates had not been filed prior to publishing this document.

³³ See Anthony J. Corrado; Michael J. Malbin; Thomas E. Mann; Norman J. Ornstein, *Reform in an Age of Networked Campaigns* (2010)

City contractors have contributed more than \$88,000 in campaign contributions to current City of Spokane elected officials while receiving \$116 million in city contracts.

<u>City Contractor</u>	<u>Direct Contributions</u>	<u>Indirect Contributions (PAC, Political Party, Independent Expenditures)³⁴</u>	<u>Estimated City Contract Value Post-Donation to Current Elected Official³⁵</u>
Garco Construction	\$1,000	\$4,000	\$52,158,300.90
CH2M Hill	\$2,000	\$2,500	\$16,067,173.00
Clearwater Construction	\$500	\$0	\$14,009,107.75
Walker Construction	\$100	\$100	\$7,336,696.00
Spokane Rock Products	\$4,340	\$600	\$5,672,084.30
Barr-Tech	\$7,360	\$8,000	\$3,487,600.00
WM Winkler	\$1,950	\$0	\$3,380,177.52
Avista	\$11,850	\$2,645	\$2,837,580.61
Cameron-Reilly	\$750	\$0	\$1,772,499.11
Max J Kuney Co	\$3,600	\$1,000	\$1,413,381.38

From 2009 to 2017, City contractors donated more than \$93,500 to the current Mayor and Spokane City Council Members³⁶ and received more than \$116 million in city contracts post-donation³⁷. The total contributions rise over \$125,000 and \$132 million plus in City of Spokane contracts when indirect contributions, such as donations given to political action committees and political party committees that in turn are given to elected officials, are included.

³⁴ Indirect contribution sources: Build East PAC (Inland Northwest Association of General Contractors), Jobs & Opportunities Benefitting Spokane PAC, Coalition for Economic Vitality PAC, Inland Pacific Chapter Association of Builders & Contractors, Community Builders Trust PAC (Spokane Homebuilders Association), Washington State Republican Party, Spokane County Democratic Party, Spokane County Republican Party.

³⁵ Method: I took the date of the contribution to the campaign of a current elected official. I found all City contracts for services (via the City's public records database) for the period in which the elected official was an officer of the City. It does not distinguish between Council approved contracts and minor contracts typically executed by City administration. Contract dates are based on the last City action (including amendments and final payments). Contributions include the city contracted entity, its owner, and any executive officer of the entity. It does not include contributions made by lobbyists contracted on the entity's behalf or government affairs employees of the entity.

³⁶ Mayor David Condon, Spokane City Council Members: Ben Stuckart, Mike Fagan, Amber Waldref, Lori Kinnear, Karen Stratton, Candace Mumm. It does not include contributions from Breean Beggs as Beggs is appointed and has not yet completed a full campaign cycle.

³⁷ This contract figure does not include leases, real estate purchases, easements, and franchises.

For questions on these findings, contact Adam McDaniel (amcdaniel@spokanecity.org)

It is a widely held belief across America that making campaign contribution endears entities to government contracts and favorable policies (The New York Times | CBS NEWS Poll, 2015). The act does not typically involve outright bribery although prosecutors have investigated and juries have convicted officials for blatant quid pro quo across the United States (Holman, Pay-to-Play Restrictions on Government Contracting Under Assault, 2014). Instead, donations act as a purchase of access for consideration of a government contract (Holman & Wi, Pay-to-Play Restrictions on Campaign Contributions from Government Contractors, 2016, 2016). Spokane elected officials are subject to these same types of quid pro quo allegations. (Hill, 2017).

Federal, state, and city governments³⁸ have addressed perceived “pay to play” campaign contribution problems by placing contribution limits on public sector contractors. The following table contains selected information compiled by the Sightline Institute (Durning, HONEST ELECTIONS SEATTLE BANS “PAY TO PLAY”, 2015).

<u>Government</u>	<u>Limits</u>
<i>SPOKANE (Proposed by the Spokane Fair Elections Code)</i>	<i>No contributions from contractors or potential contractors who have received or will receive \$50,000 worth of City contracts for a period of 2 years.</i>
Seattle	No contributions from entities with contracts worth over \$250,000 in the prior two years.
San Francisco	No contributions from entities with contracts worth over \$50,000 in a fiscal year.
Oakland	No contributions from potential contractors with a contract of \$15,000 between the commencement of negotiations and 180 days after contract completion or termination of negotiations.
Los Angeles	No contributions from contractors with contracts worth more than \$100,000.
Houston	No contributions from entities with contracts of more than \$50,000 to any candidate during the period from day first bids were accepted through 30 days after award or decision not to award.

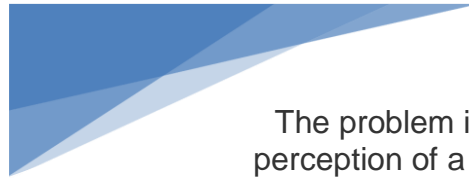
³⁸ Title 2: §441 (c)

The Spokane Fair Elections Code proposes prohibiting campaign contributions by contractors who have received an aggregate of \$50,000 in City of Spokane contracts within the last two years.

City of Spokane public sector unions have donated \$34,650 directly to the campaigns of current City of Spokane elected officials.

City of Spokane public sector unions, Local 270 (Washington State Council of County & City Employees), Spokane Police Guild, and Local 29 (Spokane Firefighters) donated \$34,650 directly to current City of Spokane elected officials and invested \$65,200 in independent expenditures to support their candidates or oppose their opponents. Combined with indirect money given to other political action committees and political parties, City of Spokane public sector unions donated more than \$100,000 in support of current City of Spokane elected officials³⁹.

The topic of public sector unions donating to elected officials who will ultimately approve or reject the union's bargaining agreements was the subject of legislation⁴⁰ in the Washington State Legislature in 2017. While these bills did not become law, advocates such as the Washington Policy Center continue making "quid pro quo" arguments similar to the arguments made by opponents of public sector contractor contributions. (Shannon, Eliminate perception of quid pro quo, 2017).



The problem is that the mere perception of a quid pro quo is sufficient to cast doubt and suspicion on the whole process and inspire public distrust.

Erin Shannon – Washington Policy Center

Senator Joe Fain, R-Auburn, attempted to combine both issues (regulating contributions by public sector unions and state contractors) however the bill⁴¹ never received a hearing.

In addition to regulating contributions by City contractors, the Spokane Fair Elections Code proposes requiring disclosure of campaign contributions by bargaining units to current elected officials prior to signatures and approval of bargaining unit contracts by the Spokane City Council.

³⁹ Indirect sources include: Inland Northwest Leadership PAC, Coalition for Economic Vitality, Spokane County Democratic Party, Citizens for Honest Government PAC, Spokane for Honest Government PAC.

⁴⁰ SB 5533/HB 1891 (co-sponsored by Senator Michael Baumgartner, R-Spokane)

⁴¹ SB 5865

Independent expenditures, in the form of “dark money” and “gray money,” are playing a significant role in City of Spokane elections.

"Dark money" is defined as political spending for the purpose of influencing voters without disclosing who funded the influence (typically made by 501 (c)(4) *social welfare groups* and 501 (c)(6) trade/business associations). Social welfare organizations are only required to disclose their donors to the Internal Revenue Service, not to the general public.

“Gray money” is defined as expenditures made by political committees which are funded by other political committees to obscure the identity of the original donors. It can be just as beneficial to the candidate to avoid public association with certain donors. Dark and gray money can have a tremendous impact on local elections. Gray money has typically been a much larger force than dark money. Eighty percent of Americans oppose the non-disclosure practices used by dark money groups⁴², yet the prevalence of dark money continues to rise.

The Brennan Center for Justice points out three reasons we should be particularly concerned about dark and gray money in our elections (Lee, Valde, Brickner, & Keith, 2016):

1. Voters in cities such as Spokane face ballot measures where they directly decide policy questions such as education spending, taxes, and other actions with financial consequences.
2. Most city races are low-information races where small political advertising can sway a significant portion of the electorate. This is particularly evident in non-partisan elections. In Spokane, from 2003-2017, candidates who raised the most money won 83% of the time⁴³.
3. The low costs of local elections mean contributors can donate modest amounts of money while making significant purchases in the small mail, television, and radio markets. New fundraising techniques allow candidates and committees to raise money quickly⁴⁴.

Requiring people to stand up in public for their political acts fosters civic courage, without which democracy is doomed.” – Justice Antonin Scalia

The largest amount of gray money spent against candidates for a Spokane political office in the City’s history came in 2013 from a political action committee (PAC) whose top contributors were also political action committees⁴⁵. This PAC, called Jobs and Prosperity for Spokane, ran

⁴² Citizen.org, Public Citizen Poll, September 2014

⁴³ 23 Wins, 5 losses. Candidates who lost that raised more money than their opponent included: Richard Rush, Laverne Biel, Dennis Hession, Donna McKereghan, & Brad Stark.

⁴⁴ Example: Social media, direct mail, phonebank, ActBlue, crowdfund, text, house parties, merchandise/campaign ‘swag’ etc.

⁴⁵ Source: Washington Public Disclosure Commission

For questions on these findings, contact Adam McDaniel (amcdaniel@spokanecity.org)

television and radio commercials against two candidates and successfully prevented the disclosure of their individual donors by using three⁴⁶ other political action committees as three of their top five donors.

The Spokane Fair Elections Code will require political action committees engaging in independent expenditures to drill down and disclose their top three individual/entity donors in their political advertisements instead of another political action committee.

Some organizations unexpectedly become gray money donors in support of or against candidates for office in Spokane. In 2013, Greenstone President Jason Wheaton (developer of Kendall Yards) disavowed negative campaigns targeting Councilmember Jon Snyder, and then-candidate Candace Mumm, by the Jobs and Prosperity PAC. The contribution was made by Greenstone to the Spokane Homebuilders Association PAC which in turn was donated to the Jobs and Prosperity PAC. Wheaton explained at a Spokane City Council meeting Open Forum that Greenstone intended to donate to the initiative campaign requiring a supermajority to raise taxes. Wheaton said that it was "unfortunate to be associated with that," referring to the attack ads (Prager, Greenstone disavows ad campaign attacking Mumm, Snyder, 2013).

Walt Worthy, the owner of the Davenport Hotel, made a similar claim when contributions he made to the Spokane Homebuilders PAC ended up in the same attack ads. Worthy told *The Spokesman-Review*, "We did not contribute one dollar to this endeavor." (Prager, Davenport owner Walt Worthy pressed by firefighter union over ads, 2013).

There have also been instances when public funds were transferred even if in error to a political action committee that participated directly in local elections. In 2009, the Community Builders Trust PAC (managed by the Spokane Homebuilders Association) received a contribution from the City of Spokane⁴⁷. Community Builders Trust then contributed to the campaigns of Councilmember Nancy McLaughlin, Councilmember Mike Allen, and future Councilmember Mike Fagan.

An example that does not meet the accepted definition of dark money, but could be subject to "incidental committee" requirements outlined in the City of Spokane's Fair Elections Code, involves the recent billboards targeting Councilmembers Breean Beggs and Candace Mumm from a group calling themselves the "Monroe Street Business Association." These billboards attempt to sway voters to vote against these Councilmembers because of their support of the North Monroe Street project (Walters, Councilmembers Beggs and Mumm never voted on Monroe lane

The reason we have disclosure and transparency is to reduce the opportunity of corruption and to help voters be informed. That helps us to have a healthier democracy." – Senator Andy Billig, D-Spokane

⁴⁶ Inland Pacific Chapter of the Associated Builders and Contractors, Spokane Homebuilders Association, & Eastern Washington PAC.

⁴⁷ Source: Washington Public Disclosure Commission

reduction — but billboard targets them anyway, 2017). The “Monroe Street Business Association” is not registered as a political committee with the Washington State Public Disclosure Commission making donor identification of the political hit piece impossible.

Spokane’s Fair Elections Code would require a statement of organization and disclosure of donors and political expenditures by non-profit organizations engaging in politics.

The goal of dark money reforms across America, such as State Senator Andy Billig’s DISCLOSE Act, is not to reveal donors to non-profits but to encourage organizations to engage in the political process via the appropriate mechanism – political action committees (Billig A. , 2017). Governor Jerry Brown signed a version of the DISCLOSE Act into law in California in October of 2017 (California Clean Money Campaign, 2017).

Independent expenditures, supposedly made without direct coordination with the candidate, have grown significantly as a percentage of overall expenditures since the *Citizens United* Supreme Court ruling⁴⁹, peaking at 76.9% of all combined spending in 2013. City of Spokane candidates could feel the Supreme Court’s decision immediately in the 2011 cycle (Deshais, 2011).

<u>Year</u>	<u>Expenditures – All Candidates</u>	<u>Independent Expenditures</u> ⁴⁸	<u>I.E. as percent of Total Expenditures</u>	<u>% of Candidate Expenditures Spent Outside Spokane County</u>
2003	\$749,226.12	\$0	0%	14.5%
2005	\$201,121.58	\$0	0%	5%
2007	\$601,447.34	\$2,969.92	0.5%	31.9%
2009	\$193,898.56	\$17,434.02	9.3%	8.7%
2011	\$811,210.10	\$48,270.34	6.4%	14.4%
2013	\$326,851.91	\$224,526.98	76.9%	7.5%
2015	\$828,703.59	\$17,815.68	2.2%	17.3%

The year 2013 was witness to the most expensive races in Spokane City Council history and marked the first time independent expenditures occurred in a primary election for or against a Spokane City Council candidate.⁵⁰

In 2017, a political action committee outspent the candidate they were supporting or opposing in an election.⁵¹

⁴⁸ Expenditures made by political action committees and others filing in support or opposition to a candidate.

⁴⁹ January 21, 2010

⁵⁰ The final numbers from 2017 had not been filed prior to publishing this paper.

⁵¹ Better Spokane - \$12,710.57, Andy Dunau - \$9,915.57; Better Spokane - \$20,498.80, Matthew Howes - 18,996.29

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Candidates with the most independent expenditures in support (or against their opponent) have won election eleven out of the sixteen times. Most of the independent expenditures were made within 30 days of the general election.

Although a substantial majority of Americans across party and ideological lines say that Super PACs have an adverse effect on our elections (Confessore & Thee-Brenan, 2015; The Pew Research Center, 2012), the *Citizens United* decision and *McCutcheon*⁵² decision almost ensure that the growing influence of independent expenditures in City of Spokane elections will not dissipate anytime soon.

Impact:

The Spokane Fair Elections ordinance:

- Clarifies that all members of Pro and Con Committees for ballot measures should be registered voters in the city of Spokane.
- Designates the City Clerk's Office as the City's Election Resources Center.
- Establishes the City of Spokane's campaign contribution limit at \$500 per election for all individuals, political committees, political parties, legislative committees, and caucus committees.
- Defines election cycle as the only time when candidates for City of Spokane office may solicit and accept campaign contributions (January 1st of the year before the candidate's general election until December 31st or until the election results are certified, (whichever occurs last).
- Prohibits City elected officials and candidates from soliciting and/or receiving contributions from a contractor or subcontractor (including partners/principals with equity interest totaling more than 10%) who has earned more than \$50,000 in City contracts or from any contractor participating in a contract award period.
- Requires that bidders affirm and certify that they will comply and will notify their principals and subcontractors of the campaign contribution provisions of this chapter.
- Requires City of Spokane bargaining units to disclose contributions made to current elected officials on publicly available bargaining unit contracts prior to signatures and approval by the Spokane City Council.
- Requires entities making campaign contributions to City of Spokane candidates or to political committees in support or opposition to City of Spokane initiatives and referendums have an active registration with the Washington Secretary of State or

⁵² McCutcheon, et al. v. FEC

equivalent stage agency of the donors' primary locations.

- Defines and establishes procedures for 'incidental committees,' including the filing of a statement of organization with the City Clerk's office and the names of the ten largest aggregate contributions, with the City and published on the City's website.
- Requires political committees making independent expenditures identify and disclose the three persons or entities contributing the largest amounts (not including other political committees) in addition to the requirements of RCW 42.17A.320.
- Requires entities to certify that their ownership is not comprised of 50% or more foreign nations when making contributions to City of Spokane candidates or political committees.
- Establishes violations of this chapter as a Class 1 Civil Infraction and freezes the acceptance of contributions until the illegal contributions have been returned by the candidate.
- Creates a limitations period for complaints.
- Creates an annual report requirement to the City Council on the number of investigations undertaken and actions taken to enforce the Spokane Fair Elections code.
- Creates the "Transparent Democracy" Fund to help offset costs of enforcement of Spokane Fair Elections Code.

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