

## CITY OF SPOKANE



### NOTICE

#### REGARDING CITY COUNCIL MEETINGS

Notice is hereby given that, pursuant to Governor Jay Inslee's **Seventh** Updated Proclamation **20-28.7**, dated **July 8, 2020**, all public meetings subject to the Open Public Meetings Act, Chapter 42.30 RCW, are to be held remotely and that the in-person attendance requirement in RCW 42.30.030 has been suspended until at least through **August 1, 2020**. **We are awaiting further direction as to whether there will be an extension of this date.**

**Until further direction is received, it is possible the below information will still apply to the August 3, 2020, City Council meeting:**

Temporarily and until further notice, the public's ability to attend City Council meetings is by remote access only. In-person attendance is not permitted at this time. The public is encouraged to tune in to the meeting as noted below.

Public comment will be taken virtually on legislative items during the 6:00 p.m. Legislative Session on **August 3, 2020**. Open Forum will not be held and all testimony must be related to the legislative items on the agenda.

The regularly scheduled Spokane City Council 3:30 p.m. Briefing Session and 6:00 p.m. Legislative Session will be held virtually and streamed live online and airing on City Cable 5. Some members of the City Council and City staff will be attending virtually. The public is encouraged to tune in to the meeting live on Channel 5, at <https://my.spokanecity.org/citycable5/live>, or by calling **1-408-418-9388** and entering the access code **(to be filled in when the Advance Agenda is converted to Current)** for the 3:30 p.m. Briefing Session or **(to be filled in when the Advance Agenda is converted to Current)** for the 6:00 p.m. Legislative Session when prompted; meeting password is **(to be filled in when the Advance Agenda is converted to Current)**.

To participate in virtual public comment:

Sign up to give testimony at <https://forms.gle/RtcIKb2tju6322BB7>. You must sign up in order to be called on to testify. The form will be **open at 5:00 p.m. on Monday, August 3, 2020, and will close at 6:00 p.m.** At 6:00 p.m., you will call in to the meeting using the information above. When it is your turn to testify, Council President will call your name and direct you to hit \*3 on your phone to ask to be unmuted. The system will alert you when you have been unmuted and you can begin giving your testimony. When you are done, you will need to hit \*3 again.

**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 the first open forum more often than once per calendar 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**

- D.      The open forum is a limited public forum; all matters discussed in the open forum shall relate to the affairs of the City and items not currently on the current or advance Council agendas. No person shall be permitted to speak in open forum regarding items on the current or advance agendas, pending hearing items, or 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.
- E.      To encourage wider participation in open forum and a broad array of public comment and varied points of view from residents of the City of Spokane, no person shall be permitted to speak at the first open forum more often than once per calendar month. Any person may speak at the second open forum if they have not yet spoken in that meeting's first open forum or concerning any agenda item at that day's meeting, unless the meeting is that person's first address at open forum in that month.. There is no limit on the number of regular legislative agenda items on which a member of the public may testify, such as legislative items, 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 2.7      SERVICE ANIMALS AT CITY COUNCIL MEETINGS**

- B.      Service animals must, at all times while present in a City Council meeting, be harnessed, leashed, or tethered, unless these devices interfere with the service animal's work or the individual's disability prevents using these devices, in which case, the individual must maintain control of the animal through voice, signal, or other effective controls.

**Rule 5.3      PARTICIPATION OF MEMBERS OF THE PUBLIC IN COUNCIL MEETINGS**

- A.      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.      No member of the public 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 their city of residence 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.      Each person speaking at the public microphone shall verbally identify themselves by name, city of residence, and, if appropriate, representative capacity.
- D.      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.      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, signs, applause, profanity, vulgar language, or personal insults will be permitted.
- F.      A speaker asserting a statement of fact may be asked to document and identify the sources of the factual datum being asserted.



- G. 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. 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 Policy Advisor and/or City Attorney shall, with the assistance of Council staff, assist the Council President to ensure that all individuals desiring to speak shall be identified, appropriately recognized, and provided the opportunity to speak.

**Rule 5.4 PUBLIC TESTIMONY REGARDING LEGISLATIVE AGENDA ITEMS – TIME LIMITS**

- A. The City Council shall take public testimony on all matters included on its legislative agenda, with those exceptions stated in 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 their discretion, the Chair determines that, because of the number of speakers signed up to testify, less time will be needed for each speaker in order to accommodate all speakers. The Chair may allow additional time if the speaker is asked to respond to questions from the Council.
- B. No public testimony shall be taken on items on the Council's consent agenda, amendments to legislative agenda items, or procedural, parliamentary, or administrative matters of the Council, including amendments to these Rules.
- C. For legislative or hearing items that may affect an identifiable individual, association, or group, the following procedure may be implemented:
  - 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. There shall be up to fifteen (15) minutes for staff, board, or commission presentation of background information, if any.
    - b. The designated representative of the proponents of the issue shall speak first and may include within their 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 allotted time between or among themselves.
    - c. Following the presentation of the proponents of the issue, three (3) minutes shall be granted for any other person not associated with the designated representative of the proponents who wishes to speak on behalf of the proponent's position.
    - d. 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 amount of time which was allotted to the proponents.
    - e. Following the presentation by the opponents of the issue, three (3) minutes shall be granted for any other person not associated with the designated representative of the opponents who wishes to speak on behalf of the opponents' position.
    - f. Up to ten (10) minutes of rebuttal time shall be granted to the designated
  - 2. 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 (3) minutes to present their position, and no additional compensating time shall be allowed due to the fact that the side has no designated representative.
  - 3. 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 there to 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, AUGUST 3, 2020

### MISSION STATEMENT

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

MAYOR NADINE WOODWARD

COUNCIL PRESIDENT BREEAN BEGGS

COUNCIL MEMBER KATE BURKE

COUNCIL MEMBER LORI KINNEAR

COUNCIL MEMBER KAREN STRATTON

COUNCIL MEMBER MICHAEL CATHCART

COUNCIL MEMBER CANDACE MUMM

COUNCIL MEMBER BETSY WILKERSON

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 during the Open Forum at the beginning and the conclusion of the Legislative Agenda on any issue not relating to the Current or Advance Agendas, pending hearing items, or initiatives or referenda in a pending election.

### ADDRESSING THE COUNCIL

- No member of the public 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 their city of residence as a condition of recognition.
- Each person speaking at the public microphone shall verbally identify themselves by name, city of residency 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, no modes of expression including but not limited to demonstrations, banners, signs, applause, profanity, vulgar language or personal insults will 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](http://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](mailto: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)

Roll Call of Council

Council Reports

Staff Reports

Committee Reports

Advance Agenda Review

Current Agenda Review

**ADMINISTRATIVE SESSION****CONSENT AGENDA****REPORTS, CONTRACTS AND CLAIMS****RECOMMENDATION**

- |   |                |               |
|---|----------------|---------------|
| 1. One-year Value Blanket for Traffic Paint, using Washington State Contract #02817, Spokane County Contract P10162, or Pierce County Contract SC-104806—not to exceed \$95,000.<br><b>Clint Harris</b>   | Approve        | OPR 2020-0612 |
| 2. Agreement with Spokane County to allow for reimbursement of allowable COVID-19 related expenses conducted at the Spokane County Fairgrounds from FEMA Public Assistance Grant Funding passed through Spokane County—\$100,000.<br><b>Sally Stopher</b> | Approve        | OPR 2020-0613 |
| 3. Low Bids, for Arterial G&O Economic Recovery Project, of:  | Approve<br>All |               |
| a. <u>(to be determined at bid opening to be held on July 27, 2020) (City, ST) for North part—\$_____.</u> An administrative reserve of \$_____, which is 10% of the price, will be set aside.  |                | OPR 2020-0614 |
| b. <u>(to be determined at bid opening to be held on July 27, 2020) (City, ST) for South part—\$_____.</u> An administrative reserve of   |                | OPR 2020-0615 |

\$\_\_\_\_\_, which is 10% of the price, will be set aside.

**Dan Buller**

- |  |                                      |               |
|--|--------------------------------------|---------------|
| 4. Recommendations to list on the Spokane Register of Historic Places the: | Approve<br>All & Auth.<br>Agreements |               |
| a. Thompson House, 1430 East Overbluff Road.                               |                                      | OPR 2020-0617 |
| b. Pacific States Electric Building, 122 South Monroe Street.              |                                      | OPR 2020-0618 |
| c. Washington Machinery & Supply Company, 1012 West Railroad Alley Avenue. |                                      | OPR 2020-0619 |

**Megan Duvall**

- |  |                |               |
|--|----------------|---------------|
| 5. Applicants applying for MFTE conditional contracts for the construction of:   | Approve<br>All |               |
| a. new 40-unit building at 1505 West Broadway Avenue / 719 North Walnut Street. Property is zoned CC1, so use is allowed. (Harrington Place Apartments)  |                | OPR 2020-0620 |
| b. several buildings with 300 units along the MLK Jr. Way extension under the Hamilton Street overpass, near Brown Building Materials, at and around 115 North Erie Street. (Brown Properties)                         |                | OPR 2020-0621 |
| c. new 41-unit mixed-use building at 1128 West Summit Parkway. Property is zoned CB-150 so use is allowed. Only the residential portion of the building will qualify for tax abatement. (Frank Family Investments)     |                | OPR 2020-0622 |
| d. new 30-unit building at 2513 North Regal Street. Property is zoned RMF so use is allowed (in the newly expanded MFTE boundary). (River City Homes)  |                | OPR 2020-0623 |
| e. new 8-unit mixed-use building at 1102 West Summit Parkway. Property is zoned CB-150, so use is allowed. Only the residential portion of the building will qualify for the tax abatement. (Frank Family Investments) |                | OPR 2020-0624 |

**Ali Brast**

- |   |                                    |               |
|---|------------------------------------|---------------|
| 6. Report of the Mayor of pending:  | Approve &<br>Authorize<br>Payments |               |
| a. Claims and payments of previously approved obligations, including those of Parks and Library, through _____, 2020, total \$_____, with |                                    | CPR 2020-0002 |

Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$\_\_\_\_\_.

- b. Payroll claims of previously approved obligations through\_\_\_\_\_, 2020: \$\_\_\_\_\_.

CPR 2020-0003

7. City Council Meeting Minutes: \_\_\_\_\_, 2020.

Approve  
All

CPR 2020-0013

---

## 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)

**NOTE: The City awaits further direction as to whether there will be an extension of the August 1, 2020, date regarding the current suspension of the in-person attendance requirement under the Governor's seventh updated Proclamation 20-28.7, dated July 8, 2020.**

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

**May not be held pending extension of August 1, 2020, date.**

This is an opportunity for citizens to discuss items of interest not relating to the Current or Advance Agendas, pending hearing items, or initiatives or referenda in a pending election. This Forum shall be for a period of time not to exceed thirty (30) 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 fifteen (15) 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 the first Open Forum more often than once per calendar month. Any person may speak at the second open forum if they have not yet spoken in that meeting's first open forum or concerning any agenda item at that day's meeting, unless the meeting is that person's first open forum in that meeting. (Council Rule 2.2.E)

---

## LEGISLATIVE AGENDA

### NO SPECIAL BUDGET ORDINANCES

### NO EMERGENCY ORDINANCES

### RESOLUTIONS & FINAL READING ORDINANCES

(Require Four Affirmative, Recorded Roll Call Votes)

- |               |  |
|---------------|--|
| RES 2020-0051 | Approving the 2020-2024 Consolidated Plan for Community Development including the 2020 Action Plan component for CDBG, HOME, and ESG federal grant programs and approval to enter into agreements with HUD and awarded organizations.<br><b>George Dahl</b>                                      |
| ORD C35921    | Relating to the executive and administrative organization of the City; amending SMC sections 3.01A.210, 3.01A.225, 3.01A.245, and 3.01A.365, and adopting a new section 3.01A.367 to chapter 3.01A of the Spokane Municipal Code. (Council Sponsor: Council Member Stratton)<br><b>Wes Crago</b> |
| ORD C35922    | For repeal Spokane Municipal Code Chapter 11.19, multiple sections: 11.19.095, 11.19.100, 11.19.132, 11.19.230, 11.19.255, 11.19.2560, 11.19.275, 11.19.276, 11.19.2858, 11.19.2912, 11.19.2914, 11.19.325,  |

11.19.720, 11.19.730, 11.19.740, 11.19.750, 11.19.755, 11.19.760,  
11.19.770, 11.19.780, 11.19.790, 11.19.800, 11.19.820, 11.19.860,  
11.19.880, and 11.19.890. (Council Sponsor: Council Member Mumm)  
**Melissa Wittstruck**

## **NO FIRST READING ORDINANCES**

---

## **NO SPECIAL CONSIDERATIONS**

## **NO HEARINGS**

---

**Motion to Approve Advance Agenda for August 3, 2020**  
(per Council Rule 2.1.2)

---

## **OPEN FORUM (CONTINUED)**

**May not be held pending extension of August 1, 2020, date.**

This is an opportunity for citizens to discuss items of interest not relating to the Current or Advance Agendas, pending hearing items, or initiatives or referenda in a pending election. 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 fifteen (15) 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:** Any person may speak at the second open forum if they have not yet spoken in that meeting's first open forum or concerning any agenda item at that day's meeting, unless the meeting is that person's first address at open forum in that month. (Counsel Rule 2.2.E)

## **ADJOURNMENT**

The August 3, 2020, Regular Legislative Session of the City Council will be held and is adjourned to August 17, 2020.

**NOTE:** The regularly scheduled City Council meeting for Monday, August 10, 2020, has been canceled.



---

## NOTES



**Agenda Sheet for City Council Meeting of:**  
08/03/2020

<b>Date Rec'd</b>	7/22/2020
<b>Clerk's File #</b>	OPR 2020-0612
<b>Renews #</b>	
<b>Cross Ref #</b>	
<b>Project #</b>	
<b>Bid #</b>	
<b>Requisition #</b>	

<b>Submitting Dept</b>	STREETS
<b>Contact Name/Phone</b>	CLINT HARRIS X7744
<b>Contact E-Mail</b>	CEHARRIS@SPOKANECITY.ORG
<b>Agenda Item Type</b>	Purchase w/o Contract
<b>Agenda Item Name</b>	1100 - TRAFFIC PAINT

**Agenda Wording**

Approval of a 1-year Value Blanket Order for Traffic Paint, using Washington State Contract (#02817), Spokane County Contract (P10162), or Pierce County Contract (SC-104806, not to exceed \$95,0000 annually. Current Value Blanket expires Aug 1, 2020.

**Summary (Background)**

Due to supply issues in 2010-2011, the City has sourced paint from multiple vendors. Working with Purchasing we will use approved WA State contract #02817, which expires 2/29/24, or Pierce County contract SC-104806 which expired 3/13/18 with four 1-year extentions (this will be the 3rd extention), via interlocal agreement OPR #1995-0065. WA contract was awarded to Ennis-Flint, Sherwin Williams and Ozark Material and Pierce contract was awarded to Alpine Products (manufactured by Ennis-Flint).

<b><u>Fiscal Impact</u></b>	Grant related? NO Public Works? NO	<b><u>Budget Account</u></b>
Expense \$ 95,000.00		# 1100-21400-42640-53210-99999
Select \$		#
Select \$		#
Select \$		#
<b><u>Approvals</u></b>		<b><u>Council Notifications</u></b>
<b><u>Dept Head</u></b>	HARRIS, CLINT E.	<b><u>Study Session\Other</u></b>
<b><u>Division Director</u></b>	SIMMONS, SCOTT M.	<b><u>Council Sponsor</u></b>
<b><u>Finance</u></b>	ORLOB, KIMBERLY	<b><u>Distribution List</u></b>
<b><u>Legal</u></b>	ODLE, MARI	ssimmons@spokanecity.org
<b><u>For the Mayor</u></b>	ORMSBY, MICHAEL	ceharris@spokanecity.org
<b><u>Additional Approvals</u></b>		jlargent@spokanecity.org
<b><u>Purchasing</u></b>		meveland@spokanecity.org
		tprince@spokanecity.org
		dmitchell@spokanecity.org
		mstevenson@spokanecity.org

## Briefing Paper

### Public Infrastructure, Environment & Sustainability Committee

<b>Division &amp; Department:</b>	Street Department
<b>Subject:</b>	Approval of a 1-year Value Blanket Order for Traffic Paint, using Washington State Contract (#02817), Spokane County Contract (P10162), or Pierce County contract (SC-104806), not to exceed \$95,000.00 annually.
<b>Date:</b>	
<b>Contact (email &amp; phone):</b>	Clint Harris (ceharris@spokanecity.org X7744)
<b>City Council Sponsor:</b>	
<b>Executive Sponsor:</b>	Scott Simmons
<b>Committee(s) Impacted:</b>	PIES
<b>Type of Agenda item:</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
<b>Alignment:</b>	Strategic Plan
<b>Strategic Initiative:</b>	
<b>Deadline:</b>	Current Value Blanket expires August 1 <sup>st</sup> , 2020..
<b>Outcome:</b> (deliverables, delivery duties, milestones to meet)	Maintain infrastructure.
<p><u>Background/History:</u> Due to supply issues in 2010-2011, the City is sourcing paint from multiple vendors.</p> <p>Working with the Purchasing Department, the Street Department will use the approved Washington State contract (#02817) or Pierce County contract (SC-104806) via Interlocal Agreement OPR #1995-0065, for purchasing traffic paint.</p> <p>The Washington State contract was awarded to Ennis-Flint, Sherwin Williams and Ozark Materials. The current contract ends February 29<sup>th</sup>, 2024.</p> <p>The Pierce County contract was awarded to Alpine Products Inc., Auburn, WA (manufactured by Ennis-Flint). The original contract expired March 13, 2018, with up to four one-year extensions. This would be the third extension.</p>	
<p><u>Executive Summary:</u></p> <ul style="list-style-type: none"> <li>The Signs and Markers Section maintains over 3.2 million linear feet of lane striping, 807 crosswalks, 751 stop bars and 708 roadway stencils, in paint, each year. The installation and maintenance of lane lines, marked crossings and other pavement markings is part of Street Department's annual tasks. Roadway markings provide important information to all roadway users, increasing safety and the efficient movement of the traveling public.</li> </ul>	
<p><u>Budget Impact:</u></p> <p>Approved in current year budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p>Annual/Reoccurring expenditure? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p>If new, specify funding source:</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<p><u>Operations Impact:</u></p> <p>Consistent with current operations/policy? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p>Requires change in current operations/policy? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A</p> <p>Specify changes required:</p> <p>Known challenges/barriers:</p>	

# Expenditure Control Form



1. All requests being made must be accompanied by this form.
2. Route **ALL** requests to the Finance Department for signature.
3. If request is greater than \$100,000 it requires signatures by Finance and the City Administrator. Finance Dept. will route to City Administrator.

**Today's Date:** 7/10/2020

**Type of expenditure:** Goods ☒ Services ☐

**Department:** Street Department - Signs/Markers

**Approving Supervisor:** Clint E. Harris

**Amount of Proposed Expenditure:** Value Blankets renewal not to exceed \$95K

**Funding Source:** 1100-21400-42640-53210

**Please verify correct funding sources. Please indicate breakdown if more than one funding source.**

**Why is this expenditure necessary now?**

Request is to renew Value Blankets for the purchase of traffic paint throughout the year. Stock on hand would be depleted before purchasing additional paint.

**What are the impacts if expenses are deferred?**

Not having paint to stripe the roads.

**What alternative resources have been considered?**

Contractor.

**Description of the goods or service and any additional information?**

Traffic paint is used to do centerline striping and painting of crosswalks across 2200 miles of roads in the city. Value blankets are with 3 separate vendors to ensure paint can be procured in case of unexpected circumstances. The total amount of paint purchase is not to exceed \$95,000 for the year.

**Person Submitting Form/Contact:** Clint Harris 625-7744

**FINANCE SIGNATURE:**

DocuSigned by:

*Tonya Wallace*

CBC812B631244E9...

**CITY ADMINISTRATOR SIGNATURE:**

DocuSigned by:

*[Signature]*

9C36E3376992442...



**Agenda Sheet for City Council Meeting of:**  
08/03/2020

<b>Date Rec'd</b>	7/22/2020
<b>Clerk's File #</b>	OPR 2020-0613
<b>Renews #</b>	

<b>Submitting Dept</b>	GRANTS & CONTRACT MGMT	<b>Cross Ref #</b>	
<b>Contact Name/Phone</b>	SALLY STOPHER X6032	<b>Project #</b>	
<b>Contact E-Mail</b>	SSTOPHER@SPOKANECITY.ORG	<b>Bid #</b>	
<b>Agenda Item Type</b>	Contract Item	<b>Requisition #</b>	
<b>Agenda Item Name</b>	0430 - GRANT CONTRACT FOR SPOKANE COUNTY FEMA FUNDING - ISOLATION OPERATION		

**Agenda Wording**

To allow for reimbursement of allowable COVID 19 related expenses from the Isolation Operation conducted at the Spokane County Fairgrounds. FEMA Funding passed through Spokane County.

**Summary (Background)**

Acceptance of the grant agreement will allow for reimbursement of allowable costs related to the COVID-19 Isolation Operation conducted at the Spokane County Fairgrounds.

<b><u>Fiscal Impact</u></b>		Grant related? YES Public Works? NO	<b><u>Budget Account</u></b>
Revenue	\$ 100,000		# 1540
Select	\$		#
Select	\$		#
Select	\$		#
<b><u>Approvals</u></b>		<b><u>Council Notifications</u></b>	
<b><u>Dept Head</u></b>	STOPHER, SALLY	<b><u>Study Session\Other</u></b>	Finance Committee 7/20/20
<b><u>Division Director</u></b>	WALLACE, TONYA	<b><u>Council Sponsor</u></b>	CM Mumm
<b><u>Finance</u></b>	WALLACE, TONYA	<b><u>Distribution List</u></b>	
<b><u>Legal</u></b>	ODLE, MARI	sstopher@spokanecity.org	
<b><u>For the Mayor</u></b>	ORMSBY, MICHAEL	sbrown@spokanecity.org	
<b><u>Additional Approvals</u></b>		ablain@spokanecity.org	
<b><u>Purchasing</u></b>			
<b><u>GRANTS &amp; CONTRACT MGMT</u></b>	STOPHER, SALLY		

# Briefing Paper

## Finance and Administration

<b>Division &amp; Department:</b>	Finance- Grants and Contracts Department
<b>Subject:</b>	Grant Contract for Spokane County FEMA funding – Isolation Operation
<b>Date:</b>	07/20/2019
<b>Contact (email &amp; phone):</b>	Sally Stopher sstopher@spokanecity.org 509-625-6032
<b>City Council Sponsor:</b>	Candace Mumm
<b>Executive Sponsor:</b>	
<b>Committee(s) Impacted:</b>	Finance Committee
<b>Type of Agenda item:</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
<b>Alignment:</b> (link agenda item to guiding document – i.e., Master Plan, Budget , Comp Plan, Policy, Charter, Strategic Plan)	Budget- Revenue
<b>Strategic Initiative:</b>	
<b>Deadline:</b>	
<b>Outcome:</b> (deliverables, delivery duties, milestones to meet)	To allow for reimbursement of allowable COVID 19 related expenses from the Isolation Operation conducted at the Spokane County Fairgrounds. FEMA funding passed through Spokane County.
<b>Narrative:</b> - Grant pass through revenue contract for COVID related Isolation costs	
<b>Executive Summary:</b>  Acceptance of the grant agreement will allow for reimbursement of allowable costs related to the COVID-19 Isolation operation conducted at the Spokane County Fairgrounds.	
<b>Budget Impact:</b> Approved in current year budget? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A Annual/Reoccurring expenditure? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A If new, specify funding source: Transfer of budget capacity from ITSD to Purchasing Other budget impacts: (revenue generating, match requirements, etc.) None	
<b>Operations Impact:</b> Consistent with current operations/policy? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Requires change in current operations/policy? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A Specify changes required: Known challenges/barriers:	



# Expenditure Control Form

1. All requests being made must be accompanied by this form.
2. Route **ALL** requests to the Finance Department for signature.
3. If request is greater than \$100,000 it requires signatures by Finance and the City Administrator. Finance Dept. will route to City Administrator.

Today's Date:

Type of expenditure:

Goods

☐

Services

☐

Department:

Approving Supervisor:

Amount of Proposed Expenditure:

Funding Source:

**Please verify correct funding sources. Please indicate breakdown if more than one funding source.**

**Why is this expenditure necessary now?**

**What are the impacts if expenses are deferred?**

**What alternative resources have been considered?**

**Description of the goods or service and any additional information?**

Person Submitting Form/Contact:

FINANCE SIGNATURE:

---

CITY ADMINISTRATOR SIGNATURE:

---

**AGREEMENT BETWEEN SPOKANE COUNTY  
AND  
THE CITY OF SPOKANE  
IN CONJUNCTION WITH THE FEMA PUBLIC ASSISTANCE GRANT AGREEMENT**

<b>1. Grantee</b> City of Spokane 808 W. Spokane Falls Blvd Spokane, WA 99201	<b>2. Contract Amount</b> <p style="text-align: center;">\$100,000.00</p>	<b>3. Tax ID#</b> <p style="text-align: center;">91-6001280</p>
<b>4. Grantee Representative</b> Sally Stopher, Director of Grants, Contracts, and Purchasing City of Spokane 808 W. Spokane Falls Blvd Spokane, WA 99201 (509) 625-6032 sstopher@spokanecity.org	<b>5. Spokane County's Representative</b> Kari Grytdal, Grants Administrator Spokane County 1116 W. Broadway Avenue Spokane, WA 99260 (509) 477-7273 kgrytdal@spokanecounty.org	
<b>6. Federal Grant ID #</b> <p style="text-align: center;">FEMA-4481-DR-WA</p>	<b>7. Start Date</b> <p style="text-align: center;">01/01/2020</p>	<b>8. End Date</b> <p style="text-align: center;">03/22/2024</p>
<b>9. CFDA #</b> <p style="text-align: center;">97.036 - Disaster Grants - Public Assistance</p>		<b>10. Federal Agency:</b> <p style="text-align: center;">Federal Emergency Management Agency (FEMA)</p>
<b>11. Grant Purpose &amp; Description: Presidential Disaster Declaration # FEMA-4481-DR-WA. To provide funds to the subrecipient for the emergency protective measures taken in response to the COVID-19 pandemic outbreak as approved by FEMA in project worksheets describing eligible scopes of work and associated funding. The Washington Military Department (DEPARTMENT) is the Recipient and Pass-through Entity of the Presidential Disaster Declaration No. FEMA-4481-DR-WA COVID-19, and the FEMA State Agreement which are incorporated by reference, and make a subaward of federal award funds to Spokane County pursuant to this Agreement.</b>		
<b>12. IN WITNESS WHEREOF SPOKANE COUNTY and CITY OF SPOKANE, acknowledge and accept the terms of this AGREEMENT, including all referenced Exhibits and Attachments which are hereby incorporated in and made a part hereof, and have executed this AGREEMENT as of the date below. This AGREEMENT Face Sheet; Statement of Work (Exhibit A); Budget (Exhibit B); and all other documents, exhibits and attachments expressly referenced and incorporated herein contain all the terms and conditions agreed upon by the parties and govern the rights and obligations of the parties to this AGREEMENT. No other understandings, oral or otherwise, regarding the subject matter of this AGREEMENT shall be deemed to exist or to bind any of the parties hereto.</b>		
<b>FOR THE GRANTEE:</b>  <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 45%;"> Signature _____ </div> <div style="width: 45%;"> Date _____ </div> </div> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 45%;"> Name _____ </div> <div style="width: 45%;"> Name _____ </div> </div> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 45%;"> Title _____ </div> <div style="width: 45%;"> Title _____ </div> </div>		<b>FOR SPOKANE COUNTY:</b>  <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 45%;"> Signature _____ </div> <div style="width: 45%;"> Date _____ </div> </div> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 45%;"> Name _____ </div> <div style="width: 45%;"> Name _____ </div> </div> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 45%;"> Title _____ </div> <div style="width: 45%;"> Title _____ </div> </div>

**(FACE SHEET)**



**WHEREAS**, pursuant to the provisions of the Revised Code of Washington, the Board of County Commissioners has the care of County property and the management of County funds and business; and

**WHEREAS**, this AGREEMENT by and between SPOKANE COUNTY, a political subdivision of the State of Washington hereinafter known as the “COUNTY” having offices for the transaction of business as listed above and CITY OF SPOKANE, a political subdivision of the State of Washington, hereinafter known as “CITY”, having offices for the transaction of business as listed above, are jointly, hereinafter referred to as the Parties; and

**WHEREAS**, this AGREEMENT is non-exclusive and if it be in the COUNTY's best interest it may award work to other Contractors.

**NOW, THEREFORE**, in consideration of the mutual promises and conditions set forth herein, the parties mutually agree as follows:

#### **SECTION NO. 1:    ADMINISTRATIVE REQUIREMENTS**

The CITY shall comply with all applicable state and federal laws, rules, regulations, requirements and program guidance identified or referenced in this Agreement and the informational documents published by the Federal Emergency Management Agency (FEMA) applicable to the Presidential Declaration including, but not limited to, all criteria, restrictions, and requirements of the “FEMA State Agreement” published by FEMA and the federal regulations commonly applicable to FEMA grants, all of which are incorporated herein by reference. The Presidential Declaration and the FEMA State Agreement are incorporated in this Agreement by reference.

The CITY shall comply with the Washington State Public Assistance Applicant Manual dated March 22, 2020 incorporated in this Agreement as Exhibit “F”. The Department of Homeland Security (DHS) Standard Terms and Conditions are incorporated by reference in this Agreement in Appendix F of the Washington State Public Assistance Applicant Manual dated March 22, 2020.

The CITY acknowledges that since this Agreement involves federal award funding, the period of performance described herein may begin prior to the availability of appropriated federal funds. The CITY agrees that it will not hold the COUNTY, the State of Washington, or the United States liable for any damages, claim for reimbursement, or any type of payment whatsoever for services performed under this Agreement prior to distribution of appropriated federal funds, or if federal funds are not appropriated or in a particular amount.

Federal funding is provided by FEMA and is administered by the Washington State Military Department. Under the authority of Presidential Disaster Declaration number FEMA-4481-DR-WA, the COUNTY is reimbursing the CITY for those approved eligible costs and activities necessary under the Public Assistance Grant Program during the incident period beginning January 20, 2020 and continuing. Eligible costs and activities will be identified and approved by the COUNTY.

#### **SECTION NO. 2:    FUNDING**

The COUNTY will administer the Public Assistance (PA) Grant Program and reimburse **approved eligible** Public Assistance costs to the CITY that are identified under the auspices of Presidential

Disaster Declaration Number FEMA-4481-DR-WA and authorized by and consistent with the Stafford Act (P.L. 93-288, as amended) and applicable regulations.

**SECTION NO. 3: GRANT AGREEMENT PERIOD**

Activities payable under this Agreement and to be performed by the CITY under this Agreement shall be those activities which occurred during or subsequent to the incident period defined on the Face Sheet of this AGREEMENT, and shall terminate upon the date contained on the Face Sheet of this AGREEMENT. This period shall be referred to as the "Grant Agreement Period."

**SECTION NO. 4: COMPENSATION/REIMBURSEMENT/INVOICING PROCEDURES**

- A. The COUNTY shall reimburse the CITY an amount up to and will not exceed One Hundred Thousand Dollars (\$100,000.00). This reimbursement amount is based upon the budget line items set forth in Exhibit "B", attached hereto and incorporated herein by reference.
- B. The COUNTY shall make no payments in advance or in anticipation of goods or services to be provided under this AGREEMENT. The CITY shall not invoice the COUNTY in advance of delivery and invoicing of such goods or services.
- C. The CITY will submit reimbursement requests to the COUNTY by detailing the expenditures for which reimbursement is sought and payment for the expenditures will only occur if the request is submitted with the appropriate supporting documentation, including, but not limited to timesheets and time/effort certifications. Requests for reimbursement shall be directed to:

Kari Grytdal, Grants Administrator  
Spokane County  
1116 West Broadway  
Spokane WA 99260

Payment shall be considered timely if made by the COUNTY within thirty (30) calendar days after receipt of properly completed invoices. Payment shall be sent to the address designated by the CITY.

**SECTION NO. 5: PAYMENTS**

The COUNTY shall reimburse the CITY an amount not to exceed the amount set forth in Attachment "B", attached hereto and incorporated herein by reference for the performance of all things necessary for or incidental to the performance of Scope of Work as set forth in Attachment "A". The CITY's reimbursement for services set forth in Attachment "A" shall be in accordance with the terms and conditions set forth in the Budget attached hereto as Attachment "B" and incorporated herein by reference. Invoices must be submitted with appropriate supporting documentation, including copies of receipts and time/effort certifications, when appropriate. Requests for reimbursement by the CITY shall be made on or before the 20<sup>th</sup> of each month for the previous month's expenditures. In conjunction with each reimbursement request,

the CITY 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 funding source. Requests for reimbursement should not be submitted more than monthly. December's reimbursement request must be received no later than January 10<sup>th</sup> to be allowable under grant.

Requests for reimbursement shall be submitted electronically to:

Kari Grytdal  
Grants Administrator  
Office of Financial Assistance  
1116 West Broadway  
Spokane, WA 99260  
kgrytdal@spokanecounty.org

Payment shall be considered timely if made by the COUNTY within thirty (30) calendar days after receipt of properly completed invoices. Payment shall be sent to the address designated by the CITY.

The COUNTY, shall issue payments to the CITY in compliance with the Washington State Public Assistance Applicant Manual dated March 22, 2020 (**Exhibit "F"**) procedures as follows:

- A. Within the total grant agreement amount, travel, sub-contracts, salaries, benefits, printing, equipment, and other goods and services will be reimbursed on an actual cost basis unless otherwise provided in this Agreement.
- B. For travel costs, the CITY shall comply with 2 CFR 200.474 and should consult their internal policies, state rates set pursuant to RCW 43.03.050 and RCW 43.03.060 as now existing or amended, and federal maximum rates set forth at <http://www.gsa.gov>, and follow the most restrictive.
- C. If travel costs exceed set state or federal limits, travel costs shall not be reimbursed without written approval by COUNTY Key Personnel.
- D. Receipts and/or backup documentation for any approved items that are authorized under this Agreement must be maintained by the CITY consistent with record retention requirements of this Agreement, and be made available upon request by the COUNTY and local, state, or federal auditors.
- E. All work under this Agreement must end on or before the Grant Agreement End Date, and the final reimbursement request must be submitted to the COUNTY within forty-five (45) days after the Grant Agreement End Date, except as otherwise authorized by written amendment of this Agreement and issued by the COUNTY.
- F. No costs for purchases of equipment/supplies will be reimbursed until the related equipment/supplies have been received by the CITY, its subrecipient or contractor, or any non-federal entity to which the CITY makes a subaward, and is invoiced by the vendor.
- G. The CITY shall only use federal award funds under this Agreement to supplement existing funds, and will not use them to replace (supplant) non-federal funds that have been budgeted for the same purpose. The CITY may be required to demonstrate and document that the reduction in non-federal resources occurred for reasons other than the receipt or expected receipt of federal funds.

## **SECTION NO. 6:     DOCUMENTATION / REPORTING REQUIREMENTS**

The CITY is required to retain all documentation which adequately identifies the source and application of Public Assistance funds for six (6) years following the closure of this disaster grant. For all funds received, source documentation includes adequate accounting of actual costs and recoveries incurred.

The CITY shall also comply with the Federal Funding Accountability and Transparency Act (FFATA) and related OMB Guidance consistent with Public Law 109-282 as amended by section 6202(a) of Public Law 110-252 (see 31 U.S.C. 6101 note) and complete the FFATA Form located at <http://mil.wa.gov/emergency-management-division/grants/requiredgrantforms> and return to the COUNTY; which is incorporated by reference and made a part of this Agreement.

## **SECTION NO. 7:     SUBRECIPIENT MONITORING**

- A. The COUNTY will monitor the activities of the CITY from award to closeout. The goal of the COUNTY's monitoring activities will be to ensure that the agency receiving federal pass-through funds is in compliance with this Agreement, federal and state audit requirements, federal grant guidance, and applicable federal and state financial regulations, as well as 2 CFR Part 200 Subpart F.
- B. To document compliance with 2 CFR Part 200 Subpart F requirements, the CITY shall complete and return to the COUNTY the 2 CFR Part 200 Subpart F Audit Certification Form" located at <http://mil.wa.gov/emergency-management-division/grants/requiredgrantforms> with the signed Agreement and each fiscal year thereafter until the Agreement is closed, which is incorporated by reference and made a part of this Agreement.
- C. Monitoring activities may include, but are not limited to:
  - 1. Review of financial and performance reports;
  - 2. Monitoring and documenting the completion of AGREEMENT deliverables;
  - 3. Documentation of phone calls, meetings, e-mails, and correspondence;
  - 4. Review of reimbursement requests and supporting documentation to ensure eligibility and consistency with AGREEMENT work plan, budget, and federal requirements;
  - 5. Observation and documentation of AGREEMENT related activities;
  - 6. On-site visits to review equipment records and inventories, to verify source documentation for reimbursement requests and performance reports, and to verify completion of deliverables.
- D. The CITY is required to meet or exceed the monitoring activities, as outlined above and in 2 CFR Part 200 Subpart F, for any non-federal entity to which the CITY makes a subaward as a pass-through entity under this AGREEMENT.
- E. Compliance will be monitored throughout the performance period to assess risk. Concerns will be addressed through a Corrective Action Plan. If the CITY fails to comply with federal or state statutes or regulations, or the terms and conditions of this AGREEMENT, the COUNTY

may impose any additional subaward conditions as described in 2 CFR 200.207. If the COUNTY determines that noncompliance cannot be remedied by imposing additional conditions, it may take one or more of the following actions:

1. Temporarily withhold cash payments pending correction of the deficiency by the CITY;
2. Wholly or partially suspend or terminate the subaward to the CITY;
3. Initiate suspension or debarment proceedings under 2 CFR 180 or recommend such a proceeding be initiated by the federal awarding agency;
4. Withhold further federal awards for the project or program; or
5. Take any other remedies that may be legally available.

F. The COUNTY agrees to:

1. Provide technical assistance during all monitoring or evaluation activities. The COUNTY will coordinate and schedule the meetings necessary to conduct and complete all monitoring and evaluation activities.

#### **SECTION NO. 8: SINGLE AUDIT ACT REQUIREMENTS**

- A. Non-federal entities, as subrecipients of a federal award, that expend \$750,000 or more in one fiscal year of federal funds from all sources, direct and indirect, are required to have a single or a program-specific audit conducted in accordance with 2 CFR Part 200 Subpart F. Non-federal entities that spend less than \$750,000 a year in federal awards are exempt from federal audit requirements for that year, except as noted in 2 CFR Part 200 Subpart F. As defined in 2 CFR Part 200, the term “non-federal entity” means a State, local government, Indian tribe, institution of higher education, or non-profit organization, that carries out a federal award as a recipient or subrecipient.
- B. If the CITY is required to have an audit, it must ensure the audit is performed in accordance with Generally Accepted Government Auditing Standards (GAGAS) as found in the Government Auditing Standards (the Revised Yellow Book) developed by the United States Comptroller General and the OMB Compliance Supplement. The CITY has the responsibility of notifying its auditor and requesting an audit in compliance with 2 CFR Part 200 Subpart F, to include the Washington State Auditor’s Office, a federal auditor, or a public accountant performing work using GAGAS, as appropriate. Costs of the audit may be an allowable grant expenditure as authorized by 2 CFR Part 200.425.
- C. The CITY shall maintain auditable records and accounts so as to facilitate the audit requirement and shall ensure that any sub-contractors also maintain auditable records. The CITY is responsible for any audit exceptions incurred by its own organization or that of its sub-contractors. Responses to any unresolved management findings and disallowed or questioned costs shall be included with the audit report.
- D. The CITY must respond to the COUNTY’s requests for information or corrective action concerning audit issues or findings within thirty (30) days of the date of request. The COUNTY reserves the right to recover from the CITY all disallowed costs resulting from the audit.

- E. Once the single audit has been completed and if it includes any audit findings, the CITY must send a full copy of the audit and its corrective action plan to the COUNTY at the following addresses no later than nine (9) months after the end of the CITY's fiscal year(s):

**Kari Grytdal  
Grants Administrator  
Spokane County  
1116 W. Broadway  
Spokane, WA 99260**

- F. If the CITY claims it is exempt from the audit requirements of 2 CFR Part 200 Subpart F, the CITY must send a completed "2 CFR Part 200 Subpart F Audit Certification Form" to the COUNTY at the address listed above identifying this AGREEMENT and explaining the criteria for exemption no later than nine (9) months after the end of the CITY's fiscal year(s).
- G. The COUNTY retains the sole discretion to determine whether a valid claim for an exemption from the audit requirements of this provision has been established.
- H. The CITY shall include the above audit requirements in any sub-contracts.
- I. Conducting a single or program-specific audit in compliance with 2 CFR Part 200 Subpart F is a material requirement of this AGREEMENT. In the absence of a valid claim of exemption from the audit requirements of 2 CFR Part 200 Subpart F, the CITY's failure to comply with said audit requirements may result in one or more of the following actions in the COUNTY's sole discretion: a percentage of federal awards being withheld until the audit is completed in accordance with 2 CFR Part 200 Subpart F; the withholding or disallowing of overhead costs; the suspension of federal awards until the audit is conducted.

**SECTION NO. 9:    LIMITED ENGLISH PROFICIENCY (CIVIL RIGHTS ACT OF 1964  
TITLE VI)**

All subrecipients must comply with the Title VI of the Civil Rights Act of 1964 (Title VI) prohibition against discrimination on the basis of national origin, which requires that subrecipients of federal financial assistance take reasonable steps to provide meaningful access to persons with limited English proficiency (LEP) to their programs and services. Providing meaningful access for persons with LEP may entail providing language assistance services, including oral interpretation and written translation. Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency (August 11, 2000), requires federal agencies to issue guidance to recipients, assisting such organizations and entities in understanding their language access obligations. DHS published the required recipient guidance in April 2011, DHS Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons, 76 Fed. Reg. 21755-21768, (April 18, 2011). The Guidance provides helpful information such as how a recipient can determine the extent of its obligation to provide language services; selecting language services; and elements of an effective plan on language assistance for LEP persons. For additional assistance and information regarding language access obligations, please refer to the DHS Recipient Guidance at <https://www.dhs.gov/guidance-published-help-department-supported-organizations-provide-meaningful-access-people-limited> and additional resources on <http://www.lep.gov>.

## **SECTION NO. 10: FEMA STATE AGREEMENT TERMS AND CONDITIONS**

As a subrecipient of FEMA funding, the CITY shall comply with all applicable DHS/FEMA terms and conditions of the Presidential Declaration and the FEMA State Agreement, which are incorporated in and made a part of this AGREEMENT in Appendix F of the Washington State Public Assistance Applicant Manual dated March 22, 2020 (Exhibit “F”).

## **SECTION NO. 11: AMENDMENTS AND MODIFICATIONS**

The CITY or the COUNTY may request, in writing, an amendment or modification of this Agreement. Modifications may be requested for Grant Agreement end date, budget or scope change. However, such amendment or modification shall not be binding, take effect or be incorporated herein until made in writing and signed by the authorized representatives of the COUNTY and the CITY. No other understandings or agreements, written or oral, shall be binding on the parties.

## **SECTION NO. 12: AMERICANS WITH DISABILITIES ACT (ADA) OF 1990, PUBLIC LAW 101-336, 42 U.S.C. 12101 ET SEQ. AND ITS IMPLEMENTING REGULATIONS ALSO REFERRED TO AS THE “ADA” 28 CFR Part 35**

The CITY must comply with the ADA, which provides comprehensive civil rights protection to individuals with disabilities in the areas of employment, public accommodations, state and local government services, and telecommunication.

## **SECTION NO. 13: ASSURANCES**

The COUNTY and the CITY agree that all activity pursuant to this AGREEMENT will be in accordance with all the applicable current federal, state and local laws, rules and regulations. In addition, as a subrecipient of FEMA funding, the CITY shall comply with all applicable DHS terms and conditions as specified in Appendix F of the Washington State Public Assistance Applicant Manual dated March 22, 2020 incorporated in this Agreement as Exhibit “F”.

## **SECTION NO. 14: CERTIFICATION REGARDING DEBARMENT, SUSPENSION, OR INELIGIBILITY**

As federal funds are a basis for this Agreement, the CITY certifies that the CITY is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in this Agreement by any federal department or agency.

The CITY shall complete, sign, and return a Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion form located at <http://mil.wa.gov/emergency-management-division/requiredgrantforms>. Any such form completed by the CITY for this Agreement shall be incorporated into this AGREEMENT by reference.

Further, the CITY agrees to comply with all applicable federal regulations concerning the federal debarment and suspension system, including 2 CFR Part 180. The CITY certifies that it will ensure that potential sub-contractors or sub-recipients or any of their principals are not debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation



in “covered transactions” by any federal department or agency. “Covered transactions” include procurement contracts for goods or services awarded under a non-procurement transaction (e.g. grant or cooperative agreement) that are expected to equal or exceed \$25,000, and sub-awards to sub-recipients for any amount. With respect to covered transactions, the CITY may comply with this provision by obtaining a certification statement from the potential sub-contractor or sub-recipient or by checking the System for Award Management (<http://www.sam.gov>) maintained by the federal government. The CITY also agrees not to enter into any arrangements or contracts with any party on the Washington State Department of Labor and Industries’ “Debarred Contractor List” (<http://www.lni.wa.gov/TradesLicensing/PrevWage/AwardingAgencies/DebarredContractors/>).

#### **SECTION NO. 15: CERTIFICATION REGARDING RESTRICTIONS ON LOBBYING**

As required by 44 CFR Part 18, the CITY hereby certifies that to the best of their knowledge and belief: (1) no federally appropriated funds have been paid or will be paid by or on behalf of the CITY to any person for influencing or attempting to influence an officer or employee of an 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; (2) that 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 Agreement, grant, loan, or cooperative agreement, the CITY will complete and submit Standard Form-LLL, “Disclosure Form to Report Lobbying,” in accordance with its instructions; (3) and that, as applicable, the CITY will require that the language of this certification be included in the award documents for all subawards at all tiers (including sub-contracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into, and is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code.

#### **SECTION NO. 16: COMPLIANCE WITH APPLICABLE STATUTES, RULES AND DEPARTMENT POLICIES**

The CITY and all its contractors shall comply with, and the COUNTY is not responsible for determining compliance with, any and all applicable federal, state, and local laws, regulations, executive orders, OMB Circulars, and/or policies. This obligation includes, but is not limited to: nondiscrimination laws and/or policies, Equal Employment Opportunity, as amended by Executive Order 11375 of October 13, 1967, as supplemented by Department of Labor regulations (41 CFR chapter 60); Copeland Anti-Kickback Act (18 U.S.C. 874) as supplemented in Department of Labor regulations (29 CFR Part 3); Davis-Bacon Act (40 U.S.C. 276a to 276a-7) as supplemented by Department of Labor regulations (29 CFR Part 5); Clean Air Act (42 U.S.C. 1857(h), section 508 of the Clean Water Act (33 U.S.C. 1368), Executive Order 11738, Environmental Protection Agency regulations (40 CFR part 15); Sections 103 and 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C. 327-330) as supplemented by Department of Labor regulations (29 CFR Part 5); Energy Policy and Conservation Act (PL 94-163, 89 Stat. 871, as amended), the



Americans with Disabilities Act (ADA), Age Discrimination Act of 1975, Title VI of the Civil Rights Act of 1964, Civil rights Act of 1968, the Robert T. Stafford Disaster Relief and Emergency Assistance Act, (PL 93-288, as amended), Title 44 of the Federal Regulations, 2 CFR Part 3002, Ethics in Public Service (RCW 42.52), Covenant Against Contingent Fees (48 CFR Section 52.203-5), Public Records Act (RCW 42.56), Prevailing Wages on Public Works (RCW 39.12), State Environmental Policy Act (RCW 43.21C), Shoreline Management Act of 1971 (RCW 90.58), State Building Code (RCW 19.27), Energy Related Building Standards (RCW 19.27A), Provisions in Buildings for Aged and Handicapped Persons (RCW 70.92), and safety and health regulations.

The COUNTY and CITY agree that all activity pursuant to this Agreement will be in accordance with all the applicable current federal, state and local laws, rules and regulations.

In the event of the CITY's or its contractor's noncompliance or refusal to comply with any applicable law, regulation, executive order, OMB Circular or policy, the COUNTY may rescind, cancel, or terminate the Agreement in whole or in part in its sole discretion.

The CITY is responsible for all costs or liability arising from its failure to comply with applicable laws, regulations, executive orders, OMB Circulars or policies.

#### **SECTION NO. 17: CONFLICT OF INTEREST**

No officer or employee of the COUNTY; no member, officer, or employee of the CITY or its designees or agents; no member of the governing body of the jurisdiction in which the project is undertaken or located; and no other official of such the CITY who exercises any functions or responsibilities with respect to the project during his or her tenure, shall have any personal or pecuniary gain or interest, direct or indirect, in any contract, subcontract, or the proceeds thereof, for work to be performed in connection with the project assisted under this Agreement.

The CITY shall incorporate, or cause to incorporate, in all such contracts or subcontracts, a provision prohibiting such interest pursuant to this provision.

#### **SECTION NO. 18: CONTRACTING & PROCUREMENT**

- A. The CITY shall use a competitive procurement process in the procurement and award of any contracts with contractors or sub-contractors that are entered into under the original contract award. The procurement process followed shall be in accordance with 2 CFR Part 200.318 General procurement standards through 200.326 Contract Provisions.
- B. As required by Appendix II to 2 CFR Part 200, all contracts entered into by the CITY under this Agreement must include the following provisions, as applicable:
  1. Contracts for more than the simplified acquisition threshold currently set at \$250,000, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 U.S.C. 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate;

2. All contracts in excess of \$10,000 must address termination for cause and for convenience by the non-Federal entity including the manner by which it will be effected and the basis for settlement;
3. Equal Employment Opportunity. Except as otherwise provided under 41 CFR Part 60, all contracts that meet the definition of “federally assisted construction contract” in 41 CFR Part 60-1.3 must include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity” (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at 41 CFR part 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor”;
4. Davis-Bacon Act, as amended (40 U.S.C. 3141-3148). When required by Federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-Federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-Federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency. The contracts must also include a provision for compliance with the Copeland “Anti-Kickback” Act (40 U.S.C. 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-Federal entity must report all suspected or reported violations to the Federal awarding agency;

The procurement process followed shall be in accordance with 2 CFR Parts 200 and 3002, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments, Uniform Administrative Requirements for Grants and Other Agreements with Institutions of Higher Education, Hospitals, and Other Nonprofit Organizations, as applicable to the CITY. All subcontracting agreements entered into pursuant to this Agreement shall incorporate this Agreement by reference.

5. Contract Work Hours and Safety Standards Act (40 U.S.C. 3701-3708). Where applicable, all contracts awarded by the non-Federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 U.S.C. 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is

compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of forty (40) hours in the work week. The requirements of 40 U.S.C. 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence;

6. Rights to Inventions Made Under a Contract or Agreement. If the Federal award meets the definition of “funding agreement” under 37 CFR §401.2 (a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency;
7. Clean Air Act (42 U.S.C. 7401-7671q.) and the Federal Water Pollution Control Act (33 U.S.C. 1251-1387), as amended—Contracts and subgrants of amounts in excess of \$150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA);
8. Debarment and Suspension (Executive Orders 12549 and 12689)—A contract award (see 2 CFR 180.220) must not be made to parties listed on the government-wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p. 189) and 12689 (3 CFR part 1989 Comp., p. 235), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549;
9. Byrd Anti-Lobbying Amendment (31 U.S.C. 1352)—Contractors that apply or bid for an award exceeding \$100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award;
10. Procurement of recovered materials -- As required by 2 CFR 200.322, a non-Federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only

items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines;

11. Notice of Federal awarding agency requirements and regulations pertaining to reporting;
  12. Federal awarding agency requirements and regulations pertaining to copyrights and rights in data;
  13. Access by the COUNTY, or its duly authorized representative(s) to any books, documents, papers, and records of the CITY which are directly pertinent to that specific contract for the purpose of making audit, examination, excerpts, and transcriptions;
  14. Retention of all required records for six (6) years after the CITY has received the final payments and all other pending matters are closed;
  15. Mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (Pub. L. 94-163, 89 Stat. 871);
  16. Pursuant to Executive Order 13858 "Strengthening Buy-American Preferences for Infrastructure Projects," the COUNTY encourages the CITY to use, to the greatest extent practicable and consistent with the law, iron and aluminum as well as steel, cement and other manufactured products produced in the United States, in Public Assistance and Hazard Mitigation Grant Program eligible public infrastructure repair and construction projects affecting surface transportation, ports, water resources including sewer and drinking water and power. Such preference must be consistent with the law, including cost and contracting requirements of 2 CFR Part 200.
- C. The COUNTY reserves the right to review the CITY procurement plans and documents, and require the CITY to make changes to bring its plans and documents into compliance with the requirements of 2 CFR Part 200.318 through 2 CFR 200.326. The CITY must ensure that its procurement process requires contractors and subcontractors to provide adequate documentation with sufficient detail to support the costs of the project and to allow both the CITY and COUNTY to make a determination on eligibility of project costs.
- D. All sub-contracting agreements entered into pursuant to this AGREEMENT shall incorporate this AGREEMENT by reference.

#### **SECTION NO. 19: DISCLOSURE**

The use or disclosure by any party of any information concerning the COUNTY for any purpose not directly connected with the administration of the COUNTY's, or the CITY's responsibilities with respect to services provided under this Agreement is prohibited except by prior written consent of the COUNTY or as required to comply with the state Public Records Act, other law or court order.

## **SECTION NO. 20: DISPUTES**

Except as otherwise provided in this contract, when a bona fide dispute arises between the parties and it cannot be resolved through discussion and negotiation, either party may request a dispute resolution panel to resolve the dispute. A request for a dispute resolution board shall be in writing, state the disputed issues, state the relative positions of the parties, and be sent to all parties. The panel shall consist of a representative appointed by the COUNTY, a representative appointed by the CITY and a third party mutually agreed upon by both parties. The panel shall, by majority vote, resolve the dispute. Each party shall bear the cost for its panel member and its attorney fees and costs, and share equally the cost of the third panel member.

## **SECTION NO. 21: DUPLICATION OF BENEFITS**

The CITY agrees that the funds for which federal or state assistance is requested does not, or will not, duplicate benefits or funds received for the same loss from any other source. The CITY will pursue, and require sub-recipients to pursue, full payment of eligible insurance benefits for properties or any other losses covered in a project under this Agreement. The CITY will repay the COUNTY any funds provided under this grant agreement that are duplicated by other benefits, funds, or insurance proceeds. The CITY will also seek recovery against any party or parties whose negligence or other intentional or tortious conduct may have caused or contributed to the expenditures for which these grants funds are provided. The CITY will repay the COUNTY any funds recovered by settlement, judgment or other court order in an action to recover funds provided by this grant. The CITY shall notify the COUNTY as early as possible and work in conjunction with the COUNTY and FEMA to ensure appropriate apportionment of any duplicated or recovered payment.

## **SECTION NO. 22: INDEMNIFICATION**

The COUNTY shall protect, defend, indemnify, and hold harmless the CITY while acting within the scope of this AGREEMENT as such, from any and all costs, claims, judgments, and/or awards of damages (both to persons and/or property). The COUNTY will not be required to indemnify, defend, or save harmless the CITY if the claim, suit, or action for injuries, death, or damages (both to persons and/or property) is caused by the sole negligence of the CITY. Where such claims, suits, or actions result from the concurrent negligence of both PARTIES, the indemnity provisions provided herein shall be valid and enforceable only to the extent of each Party's own negligence.

The CITY agrees to protect, defend, indemnify, and hold harmless the COUNTY, its officers, officials, employees, and agents while acting within the scope of their employment as such, from any and all costs, claims, judgments and/or awards of damages (both to persons and/or property). The CITY will not be required to indemnify, defend, or save harmless the COUNTY if the claim, suit, or action for injuries, death, or damages (both to persons and/or property) is caused by the sole negligence of the CITY. Where such claims, suits, or actions result from the concurrent negligence of both PARTIES, the indemnity provisions provided herein shall be valid and enforceable only to the extent of each Party's own negligence.

The COUNTY and the CITY agree that its obligations under this section extend to any claim, demand and/or cause of action brought by, or on behalf of, any the COUNTY employees or agents or the CITY while performing work authorized under this AGREEMENT. For this purpose, the COUNTY

and the CITY, by mutual negotiation, hereby waives any immunity that would otherwise be available to it against such claims under the Industrial Insurance provisions of chapter 51.12 RCW.

These indemnifications and waiver shall survive the termination of this AGREEMENT.

Neither the CITY or the COUNTY shall be personally liable for any act, or failure to act, in connection with this AGREEMENT, it is understood that in such matters they are acting solely as their own party to this AGREEMENT.

### **SECTION NO. 23: INSURANCE**

The CITY shall furnish and maintain all insurance as required herein and comply with all limits, terms and conditions stipulated therein, at their expense, for the duration of the AGREEMENT. The following is a list of the required AGREEMENT coverage requirements:

**GENERAL LIABILITY INSURANCE:** The CITY shall have Commercial General Liability with limits of \$1,000,000.00 per occurrence, which includes general aggregate, products, completed operation, personal injury and fire damage.

**ADDITIONAL INSURED ENDORSEMENT:** General Liability Insurance must provide that SPOKANE COUNTY, its officers, agents and employees, and any other entity specifically required by the provisions of this AGREEMENT will be specifically named additional insured(s) for all coverage provided by this policy of insurance and shall be fully and completely protected by this policy from all claims. Language such as the following should be used "Spokane County, Its' Officers, Agents and Employees Are Named As An Additional Insured As Respects To AGREEMENT BETWEEN SPOKANE COUNTY AND THE CITY OF SPOKANE IN CONJUNCTION WITH THE FEMA PUBLIC ASSISTANCE GRANT AGREEMENT".

**WORKERS COMPENSATION:** If the CITY has employees, it shall show proof of Worker's Compensation coverage effective in Washington State by providing its State Industrial Account Identification Number. Provision of this number will be the CITY's assurance that coverage is in effect.

**PROFESSIONAL LIABILITY INSURANCE:** The CITY shall provide errors & omissions coverage in the form of Professional liability insurance coverage in the minimum amount of \$1,000,000.00.

Any exclusion to the CITY's insurance policies that may restrict coverage required in the AGREEMENT's insurance requirements must be pre-approved by the Spokane County Risk Management Department. The CITY's insurer shall have a minimum A.M. Best's rating of A-VII and shall be authorized to do business in the State of Washington. Evidence of such insurance shall consist of a completed copy of the certificate of insurance, signed by the insurance agent for the CITY and either the additional insured policy language or a copy of any required endorsement(s) and returned to the Spokane County Risk Manager. The insurance policy or policies will not be canceled, materially changed or altered without forty-five (45) days prior notice submitted to the COUNTY. The policy shall be endorsed and the certificate shall reflect that the COUNTY is named as an additional insured on the CITY's general liability policy with respect to activities under the AGREEMENT. The policy shall provide and the certificate shall reflect that the insurance afforded applies separately to each insured against whom claim is made or suit is brought except with respect to the limits of the company's liability.

The policy shall be endorsed and the certificate shall reflect that the insurance afforded therein shall be primary insurance and any insurance or self-insurance carried by the COUNTY shall be excess and not contributory insurance to that provided by the CITY.

Failure of the CITY to fully comply with the insurance requirements set forth herein, during the term of the AGREEMENT, shall be considered a material breach of contract and cause for immediate termination of the AGREEMENT at the COUNTY's discretion.

Providing coverage in the above amounts shall not be construed to relieve the CITY from liability in excess of such amounts.

#### **SECTION NO. 24:   LEGAL RELATIONS**

It is understood and agreed that this Agreement is solely for the benefit of the parties to the Agreement and gives no right to any other party. No joint venture or partnership is formed as a result of this AGREEMENT.

To the extent allowed by law, the CITY, its successors or assigns, will protect, save and hold harmless the COUNTY and its authorized agents and employees, from all claims, actions, costs, damages or expenses of any nature whatsoever by reason of the acts or omissions of the CITY, its sub-contractors, assigns, agents, contractors, consultants, licensees, invitees, employees or any person whomsoever arising out of or in connection with any acts or activities authorized by this Agreement.

To the extent allowed by law, the CITY further agrees to defend the COUNTY and its authorized agents and employees in any litigation; including payment of any costs or attorneys' fees for any claims or action commenced thereon arising out of or in connection with acts or activities authorized by this Agreement.

This obligation shall not include such claims, costs, damages or expenses which may be caused by the sole negligence of the COUNTY; provided, that if the claims or damages are caused by or result from the concurrent negligence of (1) the COUNTY, and (2) the CITY, its agents, or employees, this indemnity provision shall be valid and enforceable only to the extent of the negligence of the CITY, or CITY's agents or employees.

#### **SECTION NO. 25:   LIMITATION OF AUTHORITY – AUTHORIZED SIGNATURE**

The signatories to this AGREEMENT represent that they have the authority to bind their respective organizations to this AGREEMENT. Only the COUNTY's Authorized Signature and the Authorized Signature of the assigned CITY Agent or Alternate for the CITY Agent, formally designated in writing, shall have the express, implied, or apparent authority to alter, amend, modify, or waive any clause or condition of this AGREEMENT. Any alteration, amendment, modification, or waiver of any clause or condition of this AGREEMENT is not effective or binding unless made in writing and signed by both parties Authorized Signature representatives. Further, only the Authorized Signature representative or Alternate for the CITY shall have authority to sign reimbursement requests, certification of project completion, time extension requests, amendment and modification requests, requests for changes to project status, and other requests, certifications and documents authorized by or required under this Agreement.

#### **SECTION NO. 26: LOSS OR REDUCTION OF FUNDING**

In the event funding from state, federal, or other sources is withdrawn, reduced, or limited in any way after the effective date of this Agreement and prior to normal completion or end date, the COUNTY may unilaterally reduce the scope of work and budget or unilaterally terminate or suspend all or part of the Agreement as a "Termination for Cause" without providing the CITY an opportunity to cure. Alternatively, the parties may renegotiate the terms of this AGREEMENT under "Amendments and Modifications" to comply with new funding limitations and conditions, although the COUNTY has no obligation to do so.

#### **SECTION NO. 27: NONASSIGNABILITY**

Neither this AGREEMENT, nor any claim arising under this AGREEMENT, shall be transferred or assigned by the CITY.

#### **SECTION NO. 34: NONDISCRIMINATION**

The CITY shall comply with all applicable federal and state non-discrimination laws, regulations, and policies. No person shall, on the grounds of age, race, creed, color, sex, sexual orientation, religion, national origin, marital status, honorably discharged veteran or military status, or disability (physical, mental, or sensory) be denied the benefits of, or otherwise be subjected to discrimination under any project, program, or activity, funded, in whole or in part, under this Agreement.

#### **SECTION NO. 28: NOTICES**

The CITY shall comply with all public notices or notices to individuals required by applicable local, state and federal laws and shall maintain a record of this compliance.

#### **SECTION NO. 29: OCCUPATIONAL SAFETY/HEALTH ACT AND WASHINGTON INDUSTRIAL SAFETY/ HEALTH ACT (OSHA/WISHA)**

The CITY represents and warrants that its work place does now or will meet all applicable federal and state safety and health regulations that are in effect during the CITY's performance under this AGREEMENT. To the extent allowed by law, the CITY further agrees to indemnify and hold harmless the COUNTY and its employees and agents from all liability, damages and costs of any nature, including but not limited to, costs of suits and attorneys' fees assessed against the COUNTY, as a result of the failure of the CITY to so comply.

#### **SECTION NO. 30: OWNERSHIP OF PROJECT/CAPITAL FACILITIES**

The COUNTY makes no claim to any capital facilities or real property improved or constructed with funds under this AGREEMENT, and by this grant of funds does not and will not acquire any ownership interest or title to such property of the CITY.

The CITY shall assume all liabilities arising from the ownership and operation of the project and agrees to hold the COUNTY harmless from any and all causes of action arising from the ownership and operation of the project.



### **SECTION NO. 31: POLITICAL ACTIVITY**

No portion of the funds provided herein shall be used for any partisan political activity or to further the election or defeat of any candidate for public office or influence the approval or defeat of any ballot issue.

### **SECTION NO. 32: PRIVACY**

Personal information collected, used or acquired in connection with this agreement shall be used solely for the purposes of this AGREEMENT. CITY and its subcontractors agree not to release, divulge, publish, transfer, sell or otherwise make known to unauthorized persons personal information without the express written consent of the COUNTY or as provided by law or court order. CITY agrees to implement physical, electronic and managerial safeguards to prevent unauthorized access to personal information.

The COUNTY reserves the right to monitor, audit, or investigate the use of personal information collected, used or acquired by the CITY through this contract. The monitoring, auditing or investigating may include but is not limited to "salting" by the COUNTY. Salting is the act of placing a record containing unique but false information in a database that can be used later to identify inappropriate disclosure of data contained in the database.

Any breach of this provision may result in termination of the contract and the demand for return of all personal information. The CITY agrees to indemnify and hold harmless the COUNTY for any damages related to the COUNTY's unauthorized use, loss or disclosure of personal information.

For purposes of this provision, personal information includes, but is not limited to, information identifiable to an individual that relates to a natural person's health, finances, education, business, use or receipt of governmental services, or other activities, names, addresses, telephone numbers, social security numbers, driver license numbers, financial profiles, credit card numbers, financial identifiers and other identifying numbers.

### **SECTION NO. 33: PROHIBITION AGAINST PAYMENT OF BONUS OR COMMISSION**

The assistance provided under this AGREEMENT shall not be used in payment of any bonus or commission for the purpose of obtaining approval of the application for such assistance or any other approval or concurrence under this AGREEMENT provided; however, that reasonable fees or bona fide technical consultant, managerial, or other such services, other than actual solicitation, are not hereby prohibited if otherwise eligible as project costs.

### **SECTION NO. 34: PUBLICITY**

The CITY agrees to submit to the COUNTY prior to issuance all advertising and publicity matters relating to this Agreement wherein the COUNTY's name is mentioned or language used from which the connection of the COUNTY's name may, in the COUNTY's judgment, be inferred or implied. The CITY agrees not to publish or use such advertising and publicity matters without the prior written consent of the COUNTY. The CITY may copyright original work it develops in the course of or under this Agreement; however, pursuant to 2 CFR Part 200.315,

FEMA reserves a royalty-free, nonexclusive, and irrevocable license to reproduce, publish or otherwise use, and to authorize others to use the work for government purposes.

The CITY shall include language which acknowledges the funding contribution of the COUNTY and FEMA to this project in any release or other publication developed or modified for, or referring to, the project.

Publication resulting from work performed under this Agreement shall include an acknowledgement of the COUNTY and FEMA's financial support, by CFDA number, and a statement that the publication does not constitute an endorsement by FEMA or reflect FEMA's views.

#### **SECTION NO. 35:    RECAPTURE PROVISION**

In the event the CITY fails to expend funds under this AGREEMENT in accordance with applicable federal, state, and local laws, regulations, and/or the provisions of the AGREEMENT, the COUNTY reserves the right to recapture funds in an amount equivalent to the extent of noncompliance. Such right of recapture shall exist for the life of the project following AGREEMENT termination. Repayment by the CITY of funds under this recapture provision shall occur within thirty (30) days of demand. In the event the COUNTY is required to institute legal proceedings to enforce the recapture provision, the COUNTY shall be entitled to its costs and expenses thereof, including attorney fees.

#### **SECTION NO. 36:    RECORDS AND REPORTS**

- A. The CITY agrees to maintain all books, records, documents, receipts, invoices and all other electronic or written records necessary to sufficiently and properly reflect the CITY's contracts, subawards, grant administration, and payments, including all direct and indirect charges, and expenditures in the performance of this AGREEMENT (the "records").
- B. The CITY's records related to this AGREEMENT and the projects funded may be inspected and audited by the COUNTY or its designee, by the Office of the State Auditor, DHS, FEMA or their designees, by the Comptroller General of the United States or its designees, or by other state or federal officials authorized by law, for the purposes of determining compliance by the CITY with the terms of this Agreement and to determine the appropriate level of funding to be paid under the Agreement.
- C. The records shall be made available by the CITY for such inspection and audit, together with suitable space for such purpose, at any and all times during the CITY's normal working day.
- D. The CITY shall retain and allow access to all records related to this AGREEMENT and the funded project(s) for a period of at least six (6) years following final payment and closure of the grant under this AGREEMENT. Despite the minimum federal retention requirement of three (3) years, the more stringent State requirement of six (6) year must be followed.

#### **SECTION NO. 37:    RECOVERY OF FUNDS**

Any person who intentionally causes a condition for which funds are provided under this AGREEMENT shall be liable for the costs incurred by the state and federal governments in responding to such disaster. In addition to its own duty to recover duplicated funds or funds

expended due to the intentional or negligent actions of others. The CITY will cooperate in a reasonable manner with the COUNTY in efforts to recover expenditures under this AGREEMENT.

#### **SECTION NO. 38: RESPONSIBILITY FOR STATEMENT OF WORK**

While the COUNTY undertakes to assist the CITY with the statement of work by providing grant funds pursuant to this AGREEMENT, the project itself remains the sole responsibility of the CITY. The COUNTY undertakes no responsibility to the CITY, or to any third party, other than as is expressly set out in this AGREEMENT.

The responsibility for the design, development, construction, implementation, operation and maintenance of the project, as these phrases are applicable to this project, is solely that of the CITY, as is responsibility for any claim or suit of any nature by any third party related in any way to the project.

The CITY shall defend, at its own cost, any and all claims or suits at law or in equity, which may be brought against the CITY in connection with the project. The CITY shall not look to the COUNTY, or to any state or federal agency, or to any of their employees or agents, for any performance, assistance, or any payment or indemnity, including but not limited to cost of defense and/or attorneys' fees, in connection with any claim or lawsuit brought by any third party related to any design, development, construction, implementation, operation and/or maintenance of a project.

#### **SECTION NO. 39: SEVERABILITY**

If any court of rightful jurisdiction holds any provision or condition under this AGREEMENT or its application to any person or circumstances invalid, this invalidity does not affect other provisions, terms or conditions of the AGREEMENT, which can be given effect without the invalid provision. To this end, the terms and conditions of this AGREEMENT are declared severable.

#### **SECTION NO. 40: SUBRECIPIENT NOT EMPLOYEE**

The parties intend that an independent contractor relationship will be created by this AGREEMENT. The CITY, and/or employees or agents performing under this AGREEMENT are not employees or agents of the COUNTY in any manner whatsoever. The CITY will not be presented as nor claim to be an officer or employee of the COUNTY by reason of this AGREEMENT, nor will the CITY make any claim, demand, or application to or for any right or privilege applicable to an officer or employee of the COUNTY by reason of this AGREEMENT, including, but not limited to, Workmen's Compensation coverage, unemployment insurance benefits, social security benefits, retirement membership or credit, or privilege or benefit which would accrue to a civil service employee under Chapter 41.06 RCW.

It is understood that if the CITY is another state department, state agency, state university, state college, state community college, state board, or state commission, that the officers and employees are employed by the State of Washington in their own right and not by reason of this AGREEMENT.

#### **SECTION NO. 41: TAXES, FEES AND LICENSES**

Unless otherwise provided in this AGREEMENT, the CITY shall be responsible for, pay and maintain in current status all taxes, unemployment contributions, fees, licenses, assessments, permit charges and expenses of any other kind for the CITY or its staff required by statute or regulation that are applicable to Agreement performance.

#### **SECTION NO. 42: TERMINATION FOR CONVENIENCE**

Notwithstanding any provisions of this AGREEMENT, the CITY may terminate this AGREEMENT by providing written notice of such termination to the COUNTY's Key Personnel identified in the AGREEMENT, specifying the effective date thereof, at least thirty (30) days prior to such date.

Except as otherwise provided in this AGREEMENT, the COUNTY, in its sole discretion and in the best interests of the COUNTY, may terminate this AGREEMENT in whole or in part by providing thirty (30) calendar days' written notice, beginning on the second day after mailing to the CITY. Upon notice of termination for convenience, the COUNTY reserves the right to suspend all or part of the AGREEMENT, withhold further payments pending calculation of any amounts owed the CITY pursuant to Section No. 44 below, or prohibit the CITY from incurring additional obligations of funds. In the event of termination, the CITY shall be liable for all damages as authorized by law. The rights and remedies of the COUNTY provided for in this section shall not be exclusive and are in addition to any other rights and remedies provided by law.

#### **SECTION NO. 43: TERMINATION OR SUSPENSION FOR CAUSE**

In the event the COUNTY, in its sole discretion, determines the CITY has failed to fulfill in a timely and proper manner its obligations under this AGREEMENT, is in an unsound financial condition so as to endanger performance hereunder, is in violation of any laws or regulations that renders the CITY unable to perform any aspect of the AGREEMENT, or has violated any of the covenants, agreements or stipulations of this AGREEMENT, the COUNTY has the right to immediately suspend or terminate this AGREEMENT in whole or in part.

The COUNTY shall, except as otherwise provided herein, notify the CITY in writing of the need to take corrective action and provide a period of time in which to cure. The COUNTY is not required to allow the CITY an opportunity to cure if it is not feasible as determined solely within the COUNTY'S discretion. Any time allowed for cure shall not diminish or eliminate the CITY's liability for damages or otherwise affect any other remedies available to the COUNTY. If the COUNTY allows the CITY an opportunity to cure, the COUNTY shall notify the CITY in writing of the need to take corrective action. If the corrective action is not taken within ten (10) calendar days or as otherwise specified by the COUNTY, or if such corrective action is deemed by the COUNTY to be insufficient, the AGREEMENT may be terminated in whole or in part.

The COUNTY reserves the right to suspend all or part of the AGREEMENT, withhold further payments, pending calculation of any amounts owed the CITY pursuant to Section No. 44 below, or prohibit the CITY from incurring additional obligations of funds during investigation of the alleged compliance breach, pending corrective action by the CITY, if allowed, or pending a decision by the COUNTY to terminate the AGREEMENT in whole or in part. In the event of termination for cause, the CITY shall be liable for all damages as authorized by law, including but

not limited to, any cost difference between the original AGREEMENT and the replacement or cover AGREEMENT and all administrative costs directly related to the replacement AGREEMENT, e.g., cost of administering the competitive solicitation process, mailing, advertising and other associated staff time. The rights and remedies of the COUNTY provided for in this section shall not be exclusive and are in addition to any other rights and remedies provided by law. If it is determined that the CITY: (1) was not in default or material breach, or (2) failure to perform was outside of the CITY's control, fault or negligence, the termination shall be deemed to be a "Termination for Convenience."

#### **SECTION NO. 44: TERMINATION PROCEDURES**

In addition to the procedures set forth below, if the COUNTY terminates this AGREEMENT, the CITY shall follow any procedures specified in the termination notice. Upon termination of this AGREEMENT and in addition to any other rights provided in this AGREEMENT, the COUNTY may require the CITY to deliver to the COUNTY any property specifically produced or acquired for the performance of such part of this AGREEMENT as has been terminated.

If the termination is for convenience, the COUNTY shall pay to the CITY an agreed upon price, if separately stated, for properly authorized and completed work and services rendered or goods delivered to and accepted by the COUNTY prior to the effective date of AGREEMENT termination, the amount agreed upon by the CITY and the COUNTY for (i) completed work and services and/or equipment or supplies provided for which no separate price is stated, (ii) partially completed work and services and/or equipment or supplies provided which are accepted by the COUNTY, (iii) other work, services and/or equipment or supplies and services which are accepted by the COUNTY, and (iv) the protection and preservation of property.

Failure to agree with such amounts shall be a dispute within the meaning of the "Disputes" clause of this AGREEMENT. If the termination is for cause, the COUNTY shall determine the extent of the liability of the COUNTY. The COUNTY shall have no other obligation to the CITY for termination. The COUNTY may withhold from any amounts due to the CITY such sum as the COUNTY determines to be necessary to protect the COUNTY against potential loss or liability. The rights and remedies of the COUNTY provided in this AGREEMENT shall not be exclusive and are in addition to any other rights and remedies provided by law.

After receipt of a notice of termination, and except as otherwise directed by the COUNTY in writing, the CITY shall:

- A. Stop work under the AGREEMENT on the date, and to the extent specified, in the notice;
- B. Place no further orders or sub-contracts for materials, services, supplies, equipment and/or facilities in relation to this AGREEMENT except as may be necessary for completion of such portion of the work under the AGREEMENT as is not terminated;
- C. Assign to the COUNTY, in the manner, at the times, and to the extent directed by the COUNTY, all of the rights, title, and interest of the CITY under the orders and sub-contracts so terminated, in which case the COUNTY has the right, at its discretion, to settle or pay any or all claims arising out of the termination of such orders and sub-contracts;
- D. Settle all outstanding liabilities and all claims arising out of such termination of orders and sub-contracts, with the approval or ratification of the COUNTY to the extent the COUNTY may require, which approval or ratification shall be final for all the purposes of this clause;

- E. Complete performance of such part of the work as shall not have been terminated by the COUNTY in compliance with all contractual requirements; and
- F. Take such action as may be necessary, or as the COUNTY may require, for the protection and preservation of the property related to this AGREEMENT which is in the possession of the CITY and in which the COUNTY has or may acquire an interest.

**SECTION NO. 45: UTILIZATION OF MINORITY AND WOMEN BUSINESS ENTERPRISES (MWBE)**

The CITY shall comply with 2 CFR §200.321 and will take all necessary affirmative steps to assure that minority firms, women's business enterprises, and labor surplus area firms are used when possible and will take all necessary affirmative steps to utilize business firms that are certified as minority-owned and/or women-owned in carrying out the purposes of this AGREEMENT. The following steps are required by the subrecipient if any contracts with contractors or sub-contractors are entered into under the original contract award:

- A. Placing qualified small and minority businesses and women's business enterprises on solicitation lists;
- B. Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
- C. Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
- D. Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises; and
- E. Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce.

The CITY may also set utilization standards, based upon local conditions or may utilize the State of Washington MWBE goals, as identified in. WAC 326-30-041.

**SECTION NO. 46: VENUE STIPULATION**

This AGREEMENT shall be construed and enforced in accordance with, and the validity and performance shall be governed by the laws of the state of Washington. Venue of any suit between the PARTIES arising out of this AGREEMENT shall be the Superior Court of Spokane County, Washington. The CITY, by execution of this AGREEMENT acknowledges the jurisdiction of the courts of the State of Washington.

**SECTION NO. 47: WAIVER**

No conditions or provisions to this AGREEMENT can be waived unless approved in advance in writing. Either PARTY's failure to insist upon strict performance of any provision of the AGREEMENT or to exercise any right based upon a breach thereof, or the acceptance of any performance during such breach, shall not constitute a waiver of any right under this AGREEMENT.

## **EXHIBIT “A”**

### **STATEMENT OF WORK**

A temporary emergency isolation facility at the Spokane County Fairgrounds was established to response to the COVID-19 pandemic. Spokane County received pre-approval from FEMA for the facility. The facility was created under the direction and guidance of the Spokane County Regional Emergency Operations Center and the Spokane Regional Health District (SRHD).

This Agreement allows Spokane County to contract with the City of Spokane to operate the isolation facility locate at the Spokane County Fairgrounds. The isolation facility will serve Spokane County residents who are experiencing COVID-19 symptoms and/or who had tested positive for COVID-19.

The City of Spokane will operate this isolation facility 24/7 and will provide services either directly or through subcontract to residents occupying up to 100 beds. The City of Spokane shall be responsible for providing transportation for Spokane County residents who are experiencing homelessness from shelters to the isolation facility as identified by medical professionals from the SRHD.

The City of Spokane’s responsibilities for facility operation shall include, but not be limited to: creation and implementation of individual check-in procedures; storage and monitoring of occupants’ belongings; facility janitorial services both inside and outside, including trash pick-up; facility securing services; laundry services including changing of bedding, and meal service.

**EXHIBIT “B”**  
**BUDGET DETAIL**

<b>Budget Detail</b>	
Contractual Services	\$90,000.00
Operational Supplies	\$10,000.00
Total	\$100,000.00

Spokane County will reimburse the CITY for all approved eligible FEMA Public Assistance Grant costs, at a rate of 100%. The eligible costs are determined according to Public Assistance Grant FEMA-4481-DR-WA, consistent with 44 CFR Part 204, and the Washington State Public Assistance Applicant Manual, Exhibit “F”.



**EXHIBIT "C"**  
**FFATA FORM**

<b>Subrecipient Agency:</b> <span style="border: 1px solid black; display: inline-block; width: 100px; height: 15px;"></span>				
<b>Grant and Year:</b> <span style="border: 1px solid black; display: inline-block; width: 100px; height: 15px;"></span>		<b>Agreement Number:</b> <span style="border: 1px solid black; display: inline-block; width: 150px; height: 15px;"></span>		
<b>Completed by:</b> <span style="border: 1px solid black; display: inline-block; width: 150px; height: 15px;"></span> <span style="border: 1px solid black; display: inline-block; width: 150px; height: 15px;"></span> <span style="border: 1px solid black; display: inline-block; width: 150px; height: 15px;"></span>				
<i>Name</i>		<i>Title</i>		<i>Telephone</i>
<b>Date Completed:</b> <span style="border: 1px solid black; display: inline-block; width: 200px; height: 15px;"></span>				
<b>STEP 1</b>				
Is your grant agreement less than \$25,000?	YES <input type="checkbox"/>	STOP, no further analysis needed, GO to Step 6	NO <input type="checkbox"/>	GO to Step 2
<b>STEP 2</b>				
In your preceding fiscal year, did your organization receive 80% or more of its annual gross revenues from federal funding?	YES <input type="checkbox"/>	GO to STEP 3	NO <input type="checkbox"/>	STOP, no further analysis needed, GO to Step 6
<b>STEP 3</b>				
In your preceding fiscal year, did your organization receive \$25,000,000 or more in federal funding?	YES <input type="checkbox"/>	GO to STEP 4	NO <input type="checkbox"/>	STOP, no further analysis needed, GO to Step 6
<b>STEP 4</b>				
Does the public have access to information about the total compensation* of senior executives in your organization?	YES <input type="checkbox"/>	STOP, no further analysis needed, GO to step 6	NO <input type="checkbox"/>	GO to STEP 5
<b>STEP 5</b>				
Executive #1	Name: <span style="border: 1px solid black; display: inline-block; width: 250px; height: 15px;"></span>			
	Total Compensation amount: \$ <span style="border: 1px solid black; display: inline-block; width: 150px; height: 15px;"></span>			
Executive #2	Name: <span style="border: 1px solid black; display: inline-block; width: 250px; height: 15px;"></span>			
	Total Compensation amount: \$ <span style="border: 1px solid black; display: inline-block; width: 150px; height: 15px;"></span>			
Executive #3	Name: <span style="border: 1px solid black; display: inline-block; width: 250px; height: 15px;"></span>			
	Total Compensation amount: \$ <span style="border: 1px solid black; display: inline-block; width: 150px; height: 15px;"></span>			
Executive #4	Name: <span style="border: 1px solid black; display: inline-block; width: 250px; height: 15px;"></span>			
	Total Compensation amount: \$ <span style="border: 1px solid black; display: inline-block; width: 150px; height: 15px;"></span>			
Executive #5	Name: <span style="border: 1px solid black; display: inline-block; width: 250px; height: 15px;"></span>			
	Total Compensation amount: \$ <span style="border: 1px solid black; display: inline-block; width: 150px; height: 15px;"></span>			
<b>STEP 6</b>				
If your organization does not meet these criteria, specifically identify below <b><u>each</u></b> criteria that is not met for your organization: <u>For Example: "Our organization received less than \$25,000."</u>				

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

\* Total compensation refers to:

- Salary and bonuses
- Awards of stock, stock options, and stock appreciation rights
- Other compensation including, but not limited to, severance and termination payments
- Life insurance value paid on behalf of the employee

Additional Resources:

<http://www.whitehouse.gov/omb/open>

<http://www.hrsa.gov/grants/ffata.html>

<http://www.gpo.gov/fdsys/pkg/FR-2010-09-14/pdf/2010-22705.pdf>

<http://www.grants.gov/>

**EXHIBIT "D"**  
**2 CFR Part 200 Subpart F Audit Certification Form**  
Audits of States, Local Governments, Indian Tribes and Non-Profit Organizations

*Contact Information*

Subrecipient Name:

Authorized Chief Financial Officer:

Address:

Email:

Phone #:

**Purpose:** As a pass-through entity of federal grant funds, SPOKANE COUNTY is required by 2 CFR Part 200 Subpart F to monitor activities of subrecipients to ensure federal awards are used for authorized purposes and verify that subrecipients expending \$750,000 or more in federal awards during their fiscal year have met the 2 CFR Part 200 Subpart F Audit Requirements. Your entity is a subrecipient subject to such monitoring by SPOKANE COUNTY because it is a non-federal entity that expends federal grant funds received from SPOKANE COUNTY as a pass-through entity to carry out a federal program. 2 CFR Part 200 Subpart F should be consulted when completing this form.

**Directions:** As required by 2 CFR Part 200 Subpart F, non-federal entities that expend \$750,000 in federal awards in a fiscal year shall have a single or program-specific audit conducted for that year. If your entity **is not** subject to these requirements, you must complete Section A of this form. If your entity **is** subject to these requirements, you must complete Section B of this form. When completed, you must sign, date and return this form with your grant agreement and every fiscal year thereafter until the grant agreement is closed. Failure to return this completed Audit Certification Form may result in delay of grant agreement processing, withholding of federal awards or disallowance of costs and suspension or termination of federal awards.

**SECTION A: Entities NOT subject to the audit requirements of 2 CFR Part 200 Subpart F**

Our entity is not subject to the requirements of 2 CFR Part 200 Subpart F because (check all that apply):

- ☐ We did not expend \$750,000 or more of *total* federal awards during the fiscal year.
- ☐ We are a for-profit agency.
- ☐ We are exempt for other reasons (describe):

However, by signing below, I agree that we are still subject to the audit requirements, laws and regulations governing the program(s) in which we participate, that we are required to maintain records of federal funding and to provide access to such records by federal and state agencies and their designees, and that SPOKANE COUNTY may request and be provided access to additional information and/or documentation to ensure proper stewardship of federal funds.

**SECTION B: Entities that ARE subject to the requirements of 2 CFR Part 200 Subpart F**

(Complete the information below and check the appropriate box)

- ☐ We completed our last 2 CFR Part 200 Subpart F Audit on [enter date] \_\_\_\_\_ for Fiscal Year ending [enter date \_\_\_\_]. There were no findings related to federal awards from SPOKANE COUNTY. No follow-up action is required by SPOKANE COUNTY as the pass-through entity. **A complete copy of the audit report, which includes exceptions, corrective action plan and management response, is either provided electronically to the SPOKANE COUNTY Office of Financial Assistance, is enclosed or is available online at:**  
http://www:\_\_\_\_\_.
- ☐ We completed our last 2 CFR Part 200 Subpart F Audit on [enter date] \_\_\_\_\_ for Fiscal Year ending [enter date] \_\_\_\_\_. There were findings related to federal awards.  
**A complete copy of the audit report, which includes exceptions, corrective action plan and management response, is either provided electronically to the SPOKANE COUNTY Office of Financial Assistance, is enclosed or is available online at:**  
http://www:\_\_\_\_\_.
- ☐ Our completed 2 CFR Part 200 Subpart F Audit will be available on [enter date] \_\_\_\_\_ for Fiscal Year ending [enter date] \_\_\_\_\_. We will forward a copy of the audit report to SPOKANE COUNTY Office of Financial Assistance at that time or provide the state auditor report number: \_\_\_\_\_.

I hereby certify that I am an individual authorized by the above identified entity to complete this form. Further, I certify that the above information is true and correct and all relevant material findings contained in audit report/statement have been disclosed. Additionally, I understand this Form is to be submitted every fiscal year for which this entity is a subrecipient of federal grant funds from SPOKANE COUNTY until the grant agreement contract is closed.

Signature of Authorized Financial Official: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name & Title: \_\_\_\_\_

## EXHIBIT “E”

### **CERTIFICATION FORM -Compliance with the Equal Employment Opportunity Plan (EEOP) Requirements**

*Please read carefully the Instructions (see below) and then complete Section A or Section B or Section C, not all three. If recipient completes Section A or C and sub-grants a single award over \$500,000, in addition, please complete Section D.*

Recipient's Name:	
Address:	
Is agency a; <input type="checkbox"/> Direct or <input type="checkbox"/> Sub recipient of OJP funding?	Law Enforcement Agency? <input type="checkbox"/> Yes <input type="checkbox"/> No
DUNS Number:	Vendor Number (only if direct recipient)
Name and Title of Contact Person:	
Telephone Number:	E-Mail Address:

#### **Section A—Declaration Claiming Complete Exemption from the EEOP Requirement**

*Please check all the following boxes that apply.*

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> Less than fifty employees. | <input type="checkbox"/> Indian Tribe            | <input type="checkbox"/> Medical Institution.                            |
| <input type="checkbox"/> Nonprofit Organization     | <input type="checkbox"/> Educational Institution | <input type="checkbox"/> Receiving a single award(s) less than \$25,000. |

I, \_\_\_\_\_ [responsible official], certify that \_\_\_\_\_ [recipient] is not required to prepare an EEOP for the reason(s) checked above, pursuant to 28 C.F.R § 42.302. I further certify that \_\_\_\_\_ [recipient] will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

*If recipient sub-grants a single award over \$500,000, in addition, please complete Section D*

\_\_\_\_\_  
*Print or Type Name and Title*

\_\_\_\_\_  
*Signature*

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

#### **Section B—Declaration Claiming Exemption from the EEOP Submission Requirement and Certifying That an EEOP Is on File for Review**

*If a recipient agency has fifty or more employees and is receiving a single award or, subaward, of \$25,000 or more, but less than \$500,000, then the recipient agency does not have to submit an EEOP to the OCR for review as long as it certifies the following (42 C.F.R § 42.305):*

I, \_\_\_\_\_ [responsible official], certify that \_\_\_\_\_ [recipient], which has fifty or more employees and is receiving a single award of \$25,000 or more, but less than \$500,000, has formulated an EEOP in accordance with 28 CFR pt. 42, subpt. E. I further certify that within the last twenty-four months, the proper authority has formulated and signed into effect the EEOP and, as required by applicable federal law, it is available for review by the public, employees, the appropriate state planning agency, and the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice. The EEOP is on file at the following office:

\_\_\_\_\_  
[organization],

\_\_\_\_\_  
[address].

\_\_\_\_\_  
*Print or Type Name and Title*

\_\_\_\_\_  
*Signature*

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

#### **Section C—Declaration Stating that an EEOP Short Form Has Been Submitted to the Office for Civil Rights for Review**

*If a recipient agency has fifty or more employees and is receiving a single award, or subaward, of \$500,000 or more, then the recipient agency must send an EEOP Short Form to the OCR for review.*

I, \_\_\_\_\_ [responsible official], certify that \_\_\_\_\_ [recipient], which has fifty or more employees and is receiving a single award of \$500,000 or more, has formulated an EEOP in accordance with 28 CFR pt. 42, subpt. E, and sent it for review on \_\_\_\_\_ [date] to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice.

*If recipient sub-grants a single award over \$500,000, in addition, please complete Section D*

\_\_\_\_\_  
*Print or Type Name and Title*

\_\_\_\_\_  
*Signature*

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

**EXHIBIT “F”**

**WASHINGTON STATE PUBLIC ASSISTANCE APPLICANT MANUAL DATED  
MARCH 22, 2020**

The CITY shall comply with the Washington State Public Assistance Applicant Manual Dated March 22, 2020 which is incorporated in this agreement.

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

08/03/2020

**Date Rec'd**

7/22/2020

**Clerk's File #**

OPR 2020-0614

**Renews #****Submitting Dept**

ENGINEERING SERVICES

**Contact Name/Phone**

DAN BULLER 625-6391

**Contact E-Mail**

DBULLER@SPOKANECITY.ORG

**Agenda Item Type**

Contract Item

**Agenda Item Name**

0370 - LOW BID AWARD - TO BE DETERMINED

**Cross Ref #****Project #**

2020083

**Bid #****Requisition #****Agenda Wording**

Low Bid of (to be determined at bid opening to be held on July 27, 2020.) (City, ST) for Arterial G&O North Economic Recovery. - \$\_\_\_\_\_. An administrative reserve of \$\_\_\_\_\_, which is 10% of the

**Summary (Background)**

On July 27, 2020 bids were opened for the above project. The low bid was from (to be determined at bid opening) in the amount of \$\_\_\_\_\_, which is \$\_\_\_\_\_ or \_\_\_\_\_% (above/below) the Engineer's Estimate\_\_\_\_\_.; \_\_\_\_\_ other bids were received as follows: (to be determined). All information will be provided prior to the 7/27/2020 council meeting.

**Fiscal Impact**

Grant related? NO

Public Works? YES

**Budget Account**

Expense \$ 00

# 3200-49863-42800-54201-21022

Select \$

#

Select \$

#

Select \$

#

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

TWOHIG, KYLE

**Study Session\Other**

PIES 6/22/20

**Division Director**

SIMMONS, SCOTT M.

**Council Sponsor****Finance**

ORLOB, KIMBERLY

**Distribution List****Legal**

ODLE, MARI

eraea@spokanecity.org

**For the Mayor**

ORMSBY, MICHAEL

publicworksaccounting@spokanecity.org

**Additional Approvals**

kgoodman@spokanecity.org

**Purchasing**

htrautman@spokanecity.org

aduffey@spokanecity.org

dbuller@spokanecity.org

## Briefing Paper

### PIES

<b>Division &amp; Department:</b>	Engineering Services; Public Works
<b>Subject:</b>	Arterial Grind & Overlay – Economic Recovery
<b>Date:</b>	June 22, 2020
<b>Contact (email &amp; phone):</b>	Dan Buller (dbuller@spokanecity.org, 625-6391)
<b>City Council Sponsor:</b>	
<b>Executive Sponsor:</b>	Scott Simmons
<b>Committee(s) Impacted:</b>	PIES
<b>Type of Agenda item:</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
<b>Alignment:</b> (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	
<b>Strategic Initiative:</b>	Innovative Infrastructure
<b>Deadline:</b>	
<b>Outcome:</b> (deliverables, delivery duties, milestones to meet)	Informational - background information for committee review
<b>Background/History:</b> <ul style="list-style-type: none"> <li>This project was added to the capital program as an economic stimulus project associated with/due to the current coronavirus pandemic.</li> </ul>	
<b>Executive Summary:</b> <ul style="list-style-type: none"> <li>There proposed project will be divided into two parts, a north part and a south part to be bid separately. See attached exhibits.</li> <li>The total project cost is approximately \$3.5M</li> <li>Construction is planned to begin this summer</li> <li>Project funding is local</li> </ul>	
<b>Budget Impact:</b> Approved in current year budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Annual/Reoccurring expenditure? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A If new, specify funding source: Other budget impacts: (revenue generating, match requirements, etc.)	
<b>Operations Impact:</b> Consistent with current operations/policy? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Requires change in current operations/policy? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A Specify changes required: Known challenges/barriers:	



# Expenditure Control Form

1. All requests being made must be accompanied by this form.
2. Route **ALL** requests to the Finance Department for signature.
3. If request is greater than \$100,000 it requires signatures by Finance and the City Administrator. Finance Dept. will route to City Administrator.

**Today's Date:** 7/15/20

**Type of expenditure:** Goods ☐ Services ☒

**Department:** Engineering

**Approving Supervisor:** Kyle Twohig

**Amount of Proposed Expenditure:** \$4,000,000

**Funding Source:** Arterial Street Fund

**Please verify correct funding sources. Please indicate breakdown if more than one funding source.**

**Why is this expenditure necessary now?**

The two proposed grind and overlay projects (one north, one south) have been created as economic recovery/stimulus projects related to the on-going coronavirus emergency. For these project to serve that purpose, they must proceed now.

**What are the impacts if expenses are deferred?**

The intended economic recovery/stimulus effect will not be realized.

**What alternative resources have been considered?**

None. There are no alternative sources of funds for these two projects.

**Description of the goods or service and any additional information?**

This project grinds & overlays various arterials around down. The designated funds have been divided amongst two projects, G&O North and G&O South.

**Person Submitting Form/Contact:** Dan Buller

**FINANCE SIGNATURE:**

---

**CITY ADMINISTRATOR SIGNATURE:**

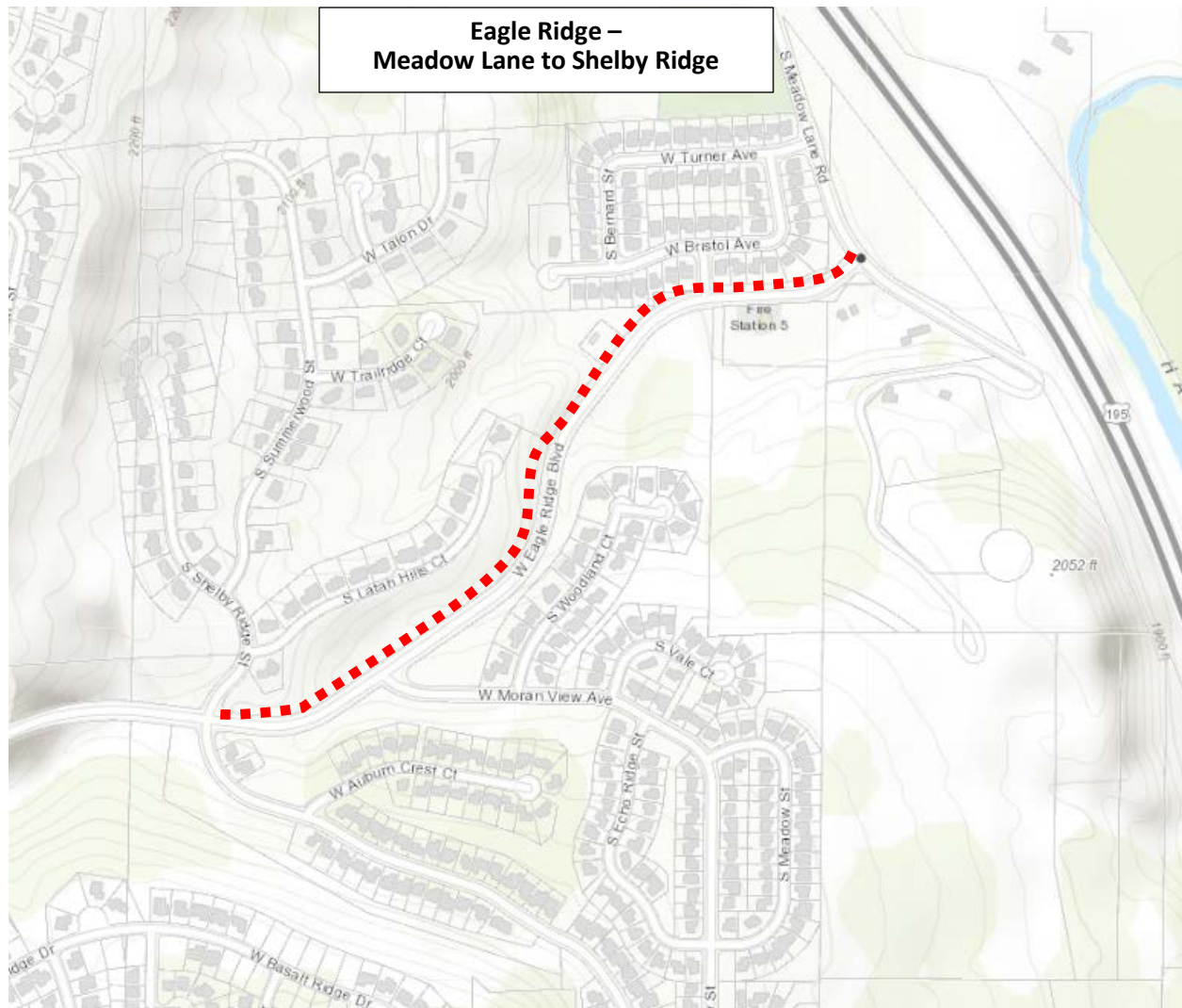
---

## Indian Trail – Francis to Kathleen





## Arterial Grind & Overlay – South



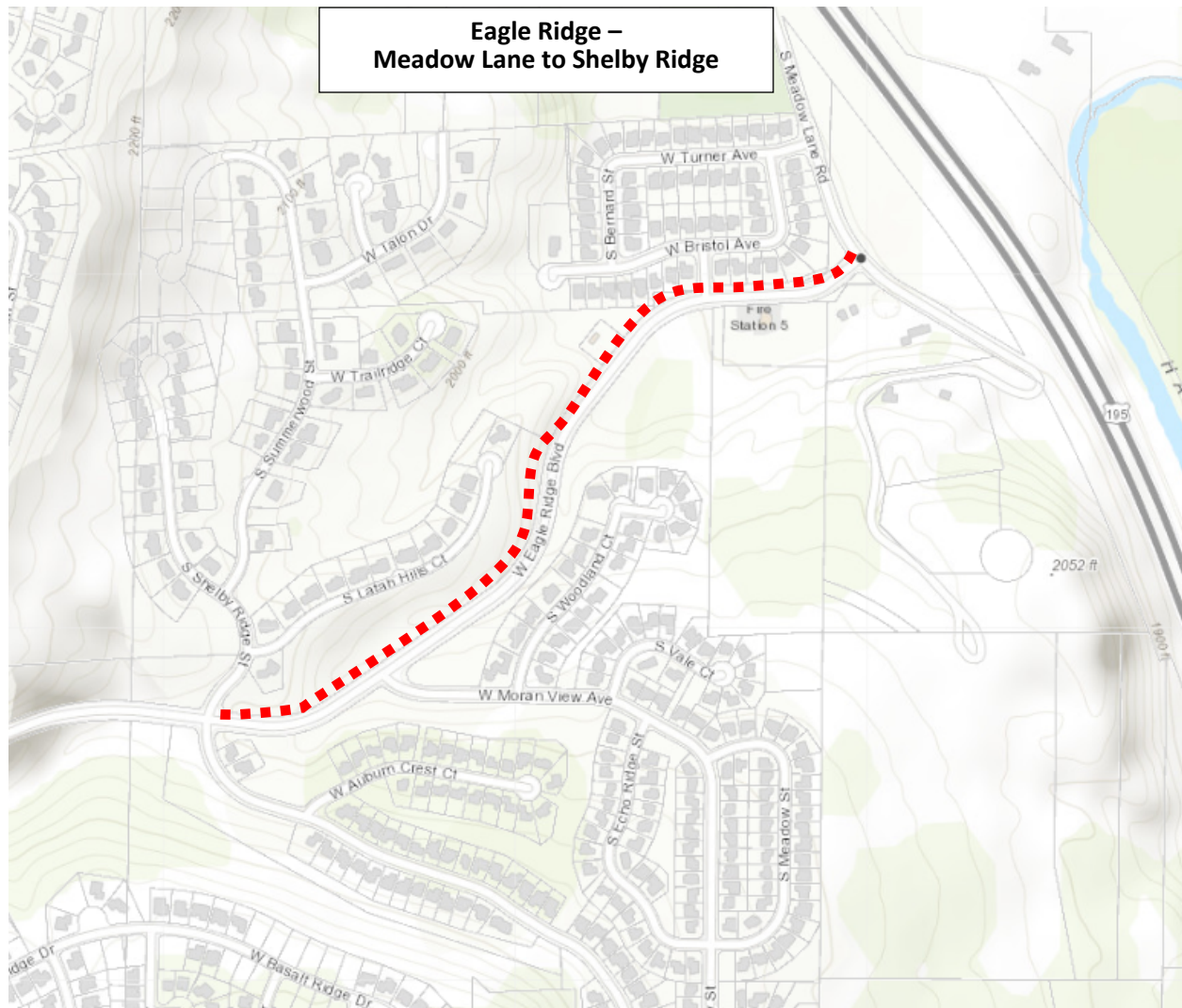


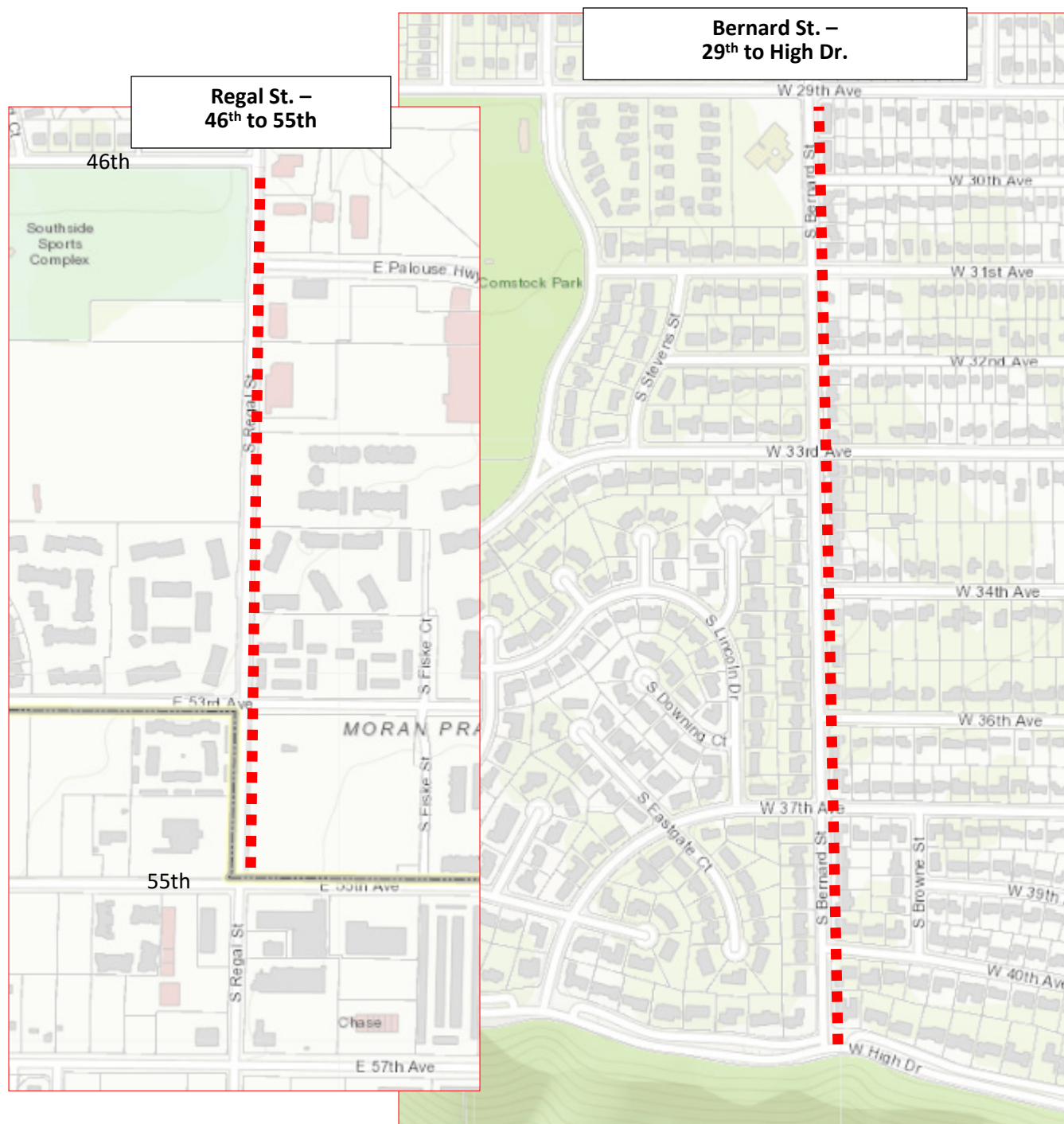
## Indian Trail – Francis to Kathleen





## Arterial Grind & Overlay – South





**City Of Spokane**  
**Engineering Services Department**  
**\* \* \* Engineer's Final Estimate \* \* \***

**Project Number:** 2020083  
**Project Description** 2020 Arterial Grind and Overlay, North,  
**Funding Source** Economic Recovery Project  
 Local  
**Preparer** Brittany Kraft  
**Original Date** 7/8/2020 1:57:27 PM  
**Update Date** 7/8/2020 1:58:34 PM  
**Addendum**

**Project Number:** 2020083

Item No	Bid Item Description	Est Quantity	Unit Price	Amount
Description		Tax Classification		
Schedule 01				
101	ADA FEATURES SURVEYING	1 LS	*****	23,000.00
102	SPCC PLAN	1 LS	*****	1,800.00
103	PUBLIC LIAISON REPRESENTATIVE	1 LS	*****	24,000.00
104	REIMBURSEMENT FOR THIRD PARTY DAMAGE	1 EST	1.00	1.00
105	CLASSIFICATION AND PROTECTION OF SURVEY MONUMENTS	1 LS	*****	3,600.00
106	REFERENCE AND REESTABLISH SURVEY MONUMENT	11 EA	550.00	6,050.00
107	POTHOLING	3 EA	850.00	2,550.00
108	MOBILIZATION	1 LS	*****	145,263.00
109	PROJECT TEMPORARY TRAFFIC CONTROL	1 LS	*****	95,000.00
110	SEQUENTIAL ARROW SIGN	4200 HR	4.00	16,800.00
111	PORTABLE CHANGEABLE MESSAGE SIGN	700 HR	7.00	4,900.00
112	TYPE III BARRICADE	11 EA	50.00	550.00
113	TREE PROTECTION ZONE	19 EA	300.00	5,700.00
114	TREE PRUNING	24 EA	250.00	6,000.00
115	TREE ROOT TREATMENT	2 EA	650.00	1,300.00
116	SAWCUTTING FLEXIBLE PAVEMENT	15800 LFI	0.30	4,740.00
117	SAWCUTTING CURB	100 EA	32.00	3,200.00
118	SAWCUTTING RIGID PAVEMENT	1550 LFI	1.30	2,015.00
119	REMOVE EXISTING CURB	1700 LF	9.00	15,300.00
120	REMOVE CEMENT CONCRETE SIDEWALK AND DRIVEWAY	850 SY	10.00	8,500.00
121	REMOVE UNSUITABLE FOUNDATION MATERIAL	10 CY	35.00	350.00
122	REPLACE UNSUITABLE FOUNDATION MATERIAL	10 CY	65.00	650.00
123	CSTC FOR SIDEWALK AND DRIVEWAYS	80 CY	105.00	8,400.00
124	HMA CL. 1/2 IN. PG 64-28H, 2 INCH THICK	71700 SY	10.00	717,000.00
125	HMA FOR PAVEMENT REPAIR CL. 1/2 IN. PG 64-28H, 7 INCH THICK	3700 SY	23.00	85,100.00
126	CRACK SEALING	14000 LF	1.50	21,000.00
127	PAVEMENT REPAIR EXCAVATION INCL. HAUL	3700 SY	21.00	77,700.00
128	PLANING BITUMINOUS PAVEMENT	71700 SY	3.50	250,950.00
129	JOB MIX COMPLIANCE PRICE ADJUSTMENT	1 EST	-1.00	-1.00
130	COMPACTION PRICE ADJUSTMENT	35850 EST	1.00	35,850.00

**Project Number: 2020083**

<b>Item No</b>	<b>Bid Item Description</b>	<b>Est Quantity</b>	<b>Unit Price</b>	<b>Amount</b>
	<b>Description</b>		<b>Tax Classification</b>	
<b>Schedule 01</b>				
131	COMMERCIAL HMA	2 TON	450.00	900.00
132	RETROFIT SURFACE INLET CB WITH FRAME & VANED GRATE	10 EA	860.00	8,600.00
133	MH OR DW FRAME AND COVER (LOCKABLE)	105 EA	725.00	76,125.00
134	VALVE BOX AND COVER	110 EA	485.00	53,350.00
135	ADJUST EXISTING UTILITY MANHOLE IN ASPHALT	16 EA	565.00	9,040.00
136	38 INCH D&L SEWER MH COVER	3 EA	825.00	2,475.00
137	CLEAN EXISTING DRAINAGE STRUCTURE	47 EA	275.00	12,925.00
138	INLET PROTECTION	47 EA	110.00	5,170.00
139	LANDSCAPING	1 LS	*****	12,000.00
140	CEMENT CONC. CURB AND GUTTER	850 LF	35.00	29,750.00
141	CEMENT CONCRETE PEDESTRIAN CURB	900 LF	35.00	31,500.00
142	CEMENT CONCRETE CURB	350 LF	35.00	12,250.00
143	ADJUST MONUMENT FRAME AND COVER	11 EA	650.00	7,150.00
144	CEMENT CONC. SIDEWALK	925 SY	68.00	62,900.00
145	RAMP DETECTABLE WARNING	448 SF	24.00	10,752.00
146	RECTANGULAR RAPID FLASHING BEACON SYSTEM	1 LS	*****	40,000.00
147	SIGNING, PERMANENT - CITY MANUFACTURED SIGNS	1 LS	*****	9,000.00
148	REMOVAL OF EXISTING PAVEMENT MARKINGS	30 SF	4.50	135.00
149	PAVEMENT MARKING - DURABLE HEAT APPLIED	4800 SF	10.00	48,000.00
150	PAVEMENT MARKING - DURABLE INLAY TAPE	7300 SF	10.00	73,000.00
151	WORD AND SYMBOL MARKINGS - DURABLE HEAT APPLIED	20 EA	300.00	6,000.00
<b>Schedule Totals</b>				2,078,290.00

SCHEDULE SUMMARY									
	Sched 1	Sched 2	Sched 3	Sched 4	Sched 5	Sched 6	Sched 7	Sched 8	Total
Engineer's Est	2,078,290.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,078,290.00



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

08/03/2020

**Date Rec'd**

7/22/2020

**Clerk's File #**

OPR 2020-0615

**Renews #****Submitting Dept**

ENGINEERING SERVICES

**Contact Name/Phone**

DAN BULLER 625-6391

**Contact E-Mail**

DBULLER@SPOKANECITY.ORG

**Agenda Item Type**

Contract Item

**Agenda Item Name**

0370 – LOW BID AWARD – TO BE DETERMINED

**Cross Ref #****Project #**

2020087

**Bid #****Requisition #****Agenda Wording**

Low Bid of (to be determined at bid opening to be held on July 27, 2020) (City, ST) for Arterial G&O South Economic Recovery Project. - \$ \_\_\_\_\_. An administrative reserve of \$ \_\_\_\_\_, which is 10%

**Summary (Background)**

On July 27, 2020 bids were opened for the above project. The low bid was from (to be determined at bid opening) in the amount of \$ \_\_\_\_\_, which is \$ \_\_\_\_\_ or \_\_\_\_\_% (above/below) the Engineer's Estimate of \_\_\_\_\_; \_\_\_\_\_ other bids were received as follows: (to be determined). All information will be provided prior to the 7/27/2020 council meeting.

**Fiscal Impact**

Grant related? NO

Public Works? YES

**Budget Account**

Expense \$ 00

# 3200-49863-42800-54201-21023

Select \$

#

Select \$

#

Select \$

#

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

TWOHIG, KYLE

**Study Session\Other**

PIES 6/22/20

**Division Director**

SIMMONS, SCOTT M.

**Council Sponsor****Finance**

ORLOB, KIMBERLY

**Distribution List****Legal**

ODLE, MARI

eraea@spokanecity.org

**For the Mayor**

ORMSBY, MICHAEL

publicworksaccounting@spokanecity.org

**Additional Approvals**

kgoodman@spokanecity.org

**Purchasing**

htrautman@spokanecity.org

aduffey@spokanecity.org

dbuller@spokanecity.org

## Briefing Paper

### PIES

<b>Division &amp; Department:</b>	Engineering Services; Public Works
<b>Subject:</b>	Arterial Grind & Overlay – Economic Recovery
<b>Date:</b>	June 22, 2020
<b>Contact (email &amp; phone):</b>	Dan Buller (dbuller@spokanecity.org, 625-6391)
<b>City Council Sponsor:</b>	
<b>Executive Sponsor:</b>	Scott Simmons
<b>Committee(s) Impacted:</b>	PIES
<b>Type of Agenda item:</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
<b>Alignment:</b> (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	
<b>Strategic Initiative:</b>	Innovative Infrastructure
<b>Deadline:</b>	
<b>Outcome:</b> (deliverables, delivery duties, milestones to meet)	Informational - background information for committee review
<b>Background/History:</b> <ul style="list-style-type: none"> <li>This project was added to the capital program as an economic stimulus project associated with/due to the current coronavirus pandemic.</li> </ul>	
<b>Executive Summary:</b> <ul style="list-style-type: none"> <li>There proposed project will be divided into two parts, a north part and a south part to be bid separately. See attached exhibits.</li> <li>The total project cost is approximately \$3.5M</li> <li>Construction is planned to begin this summer</li> <li>Project funding is local</li> </ul>	
<b>Budget Impact:</b> Approved in current year budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Annual/Reoccurring expenditure? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A If new, specify funding source: Other budget impacts: (revenue generating, match requirements, etc.)	
<b>Operations Impact:</b> Consistent with current operations/policy? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Requires change in current operations/policy? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A Specify changes required: Known challenges/barriers:	



# Expenditure Control Form

1. All requests being made must be accompanied by this form.
2. Route **ALL** requests to the Finance Department for signature.
3. If request is greater than \$100,000 it requires signatures by Finance and the City Administrator. Finance Dept. will route to City Administrator.

**Today's Date:** 7/15/20

**Type of expenditure:** Goods ☐ Services ☒

**Department:** Engineering

**Approving Supervisor:** Kyle Twohig

**Amount of Proposed Expenditure:** \$4,000,000

**Funding Source:** Arterial Street Fund

**Please verify correct funding sources. Please indicate breakdown if more than one funding source.**

**Why is this expenditure necessary now?**

The two proposed grind and overlay projects (one north, one south) have been created as economic recovery/stimulus projects related to the on-going coronavirus emergency. For these project to serve that purpose, they must proceed now.

**What are the impacts if expenses are deferred?**

The intended economic recovery/stimulus effect will not be realized.

**What alternative resources have been considered?**

None. There are no alternative sources of funds for these two projects.

**Description of the goods or service and any additional information?**

This project grinds & overlays various arterials around down. The designated funds have been divided amongst two projects, G&O North and G&O South.

**Person Submitting Form/Contact:** Dan Buller

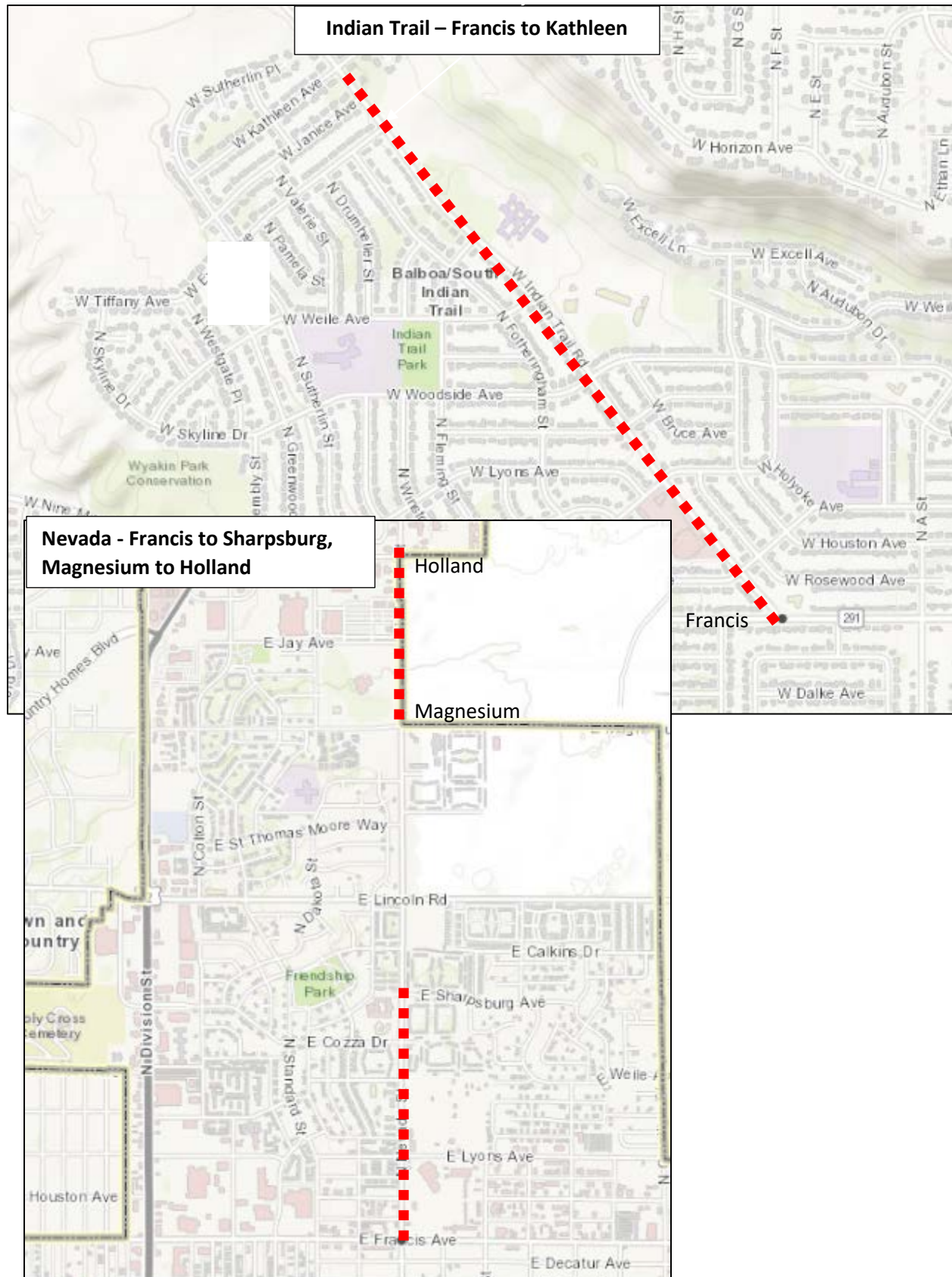
**FINANCE SIGNATURE:**

---

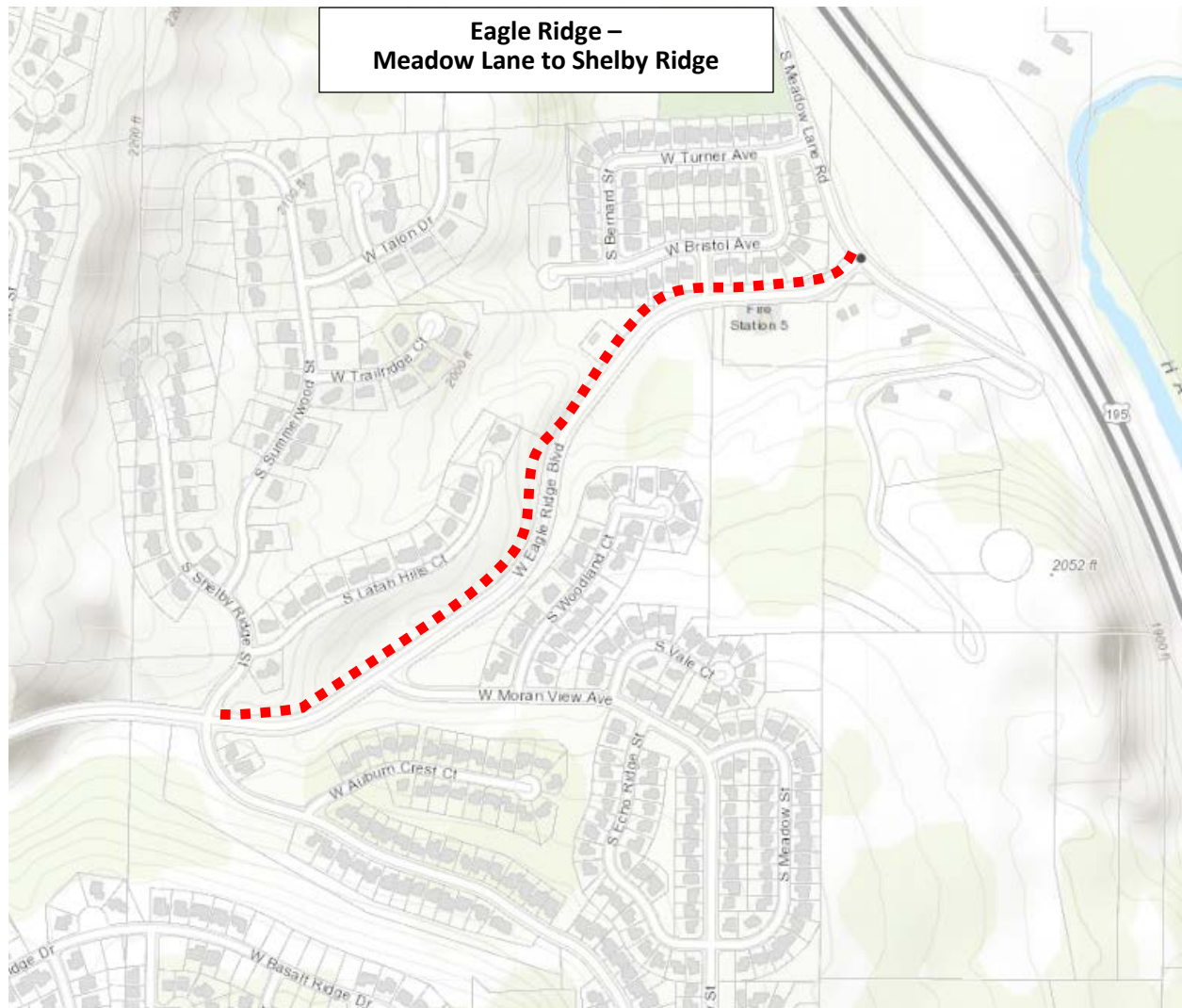
**CITY ADMINISTRATOR SIGNATURE:**

---

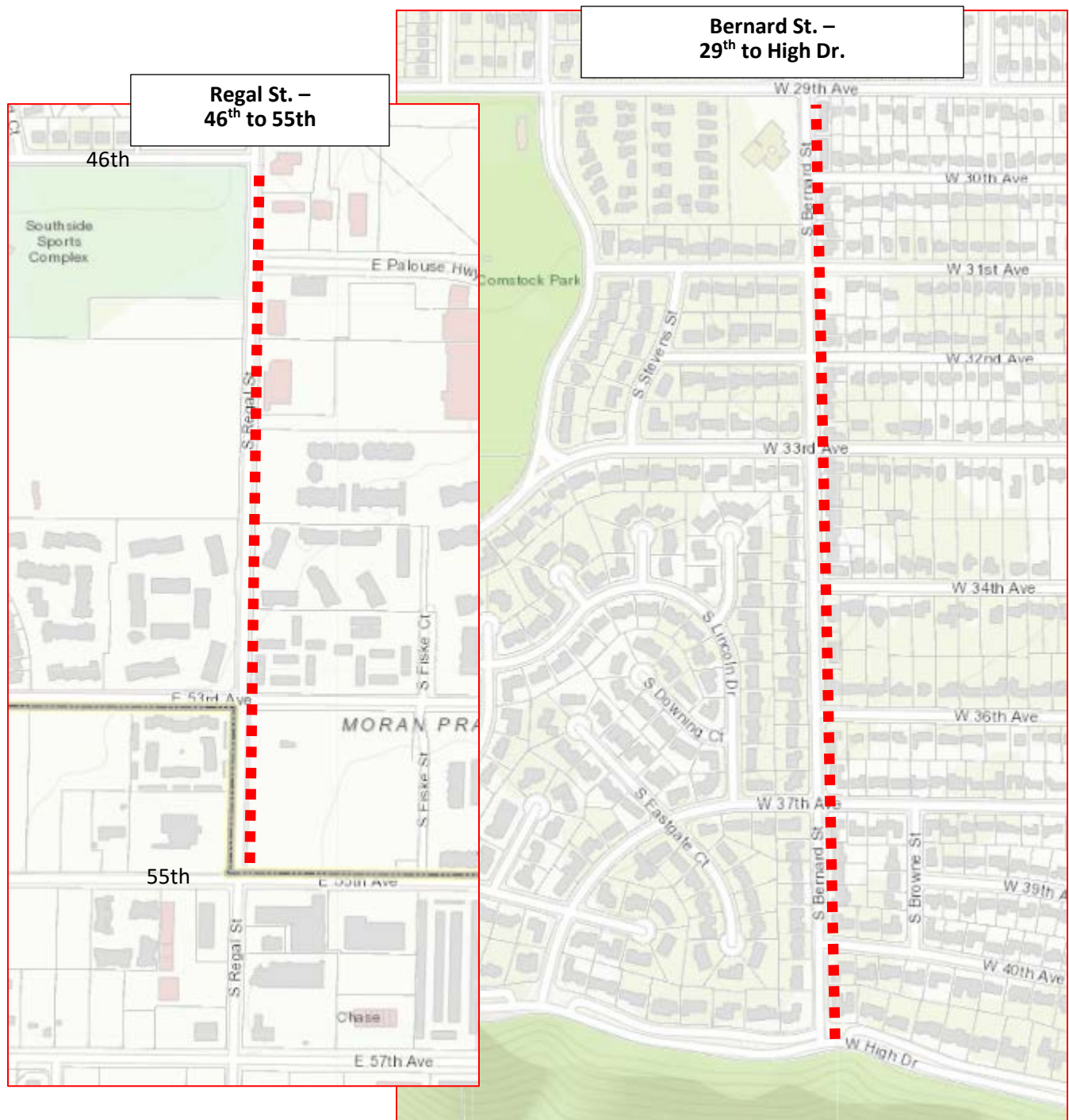
## Arterial Grind & Overlay – North



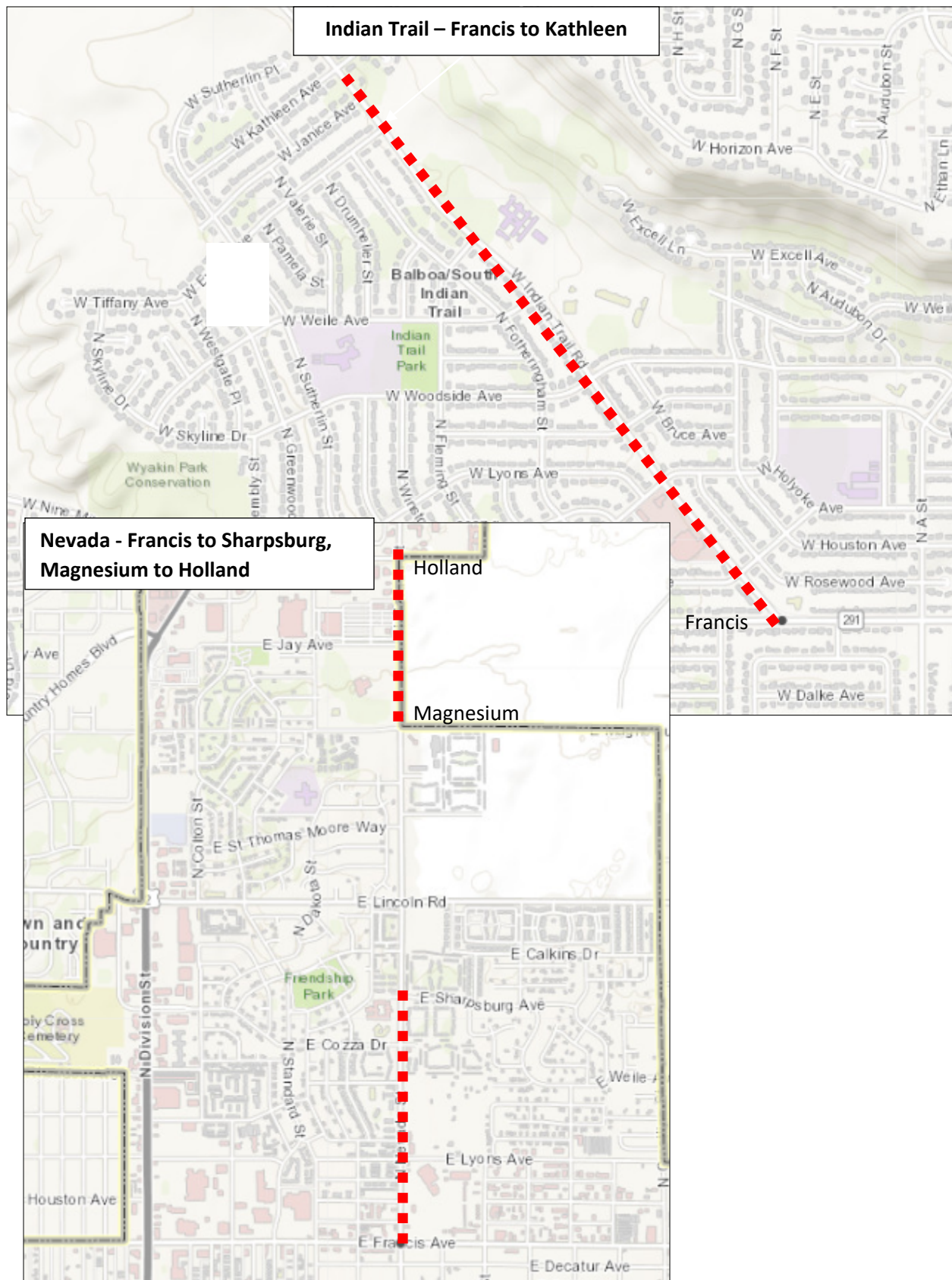
## Arterial Grind & Overlay – South



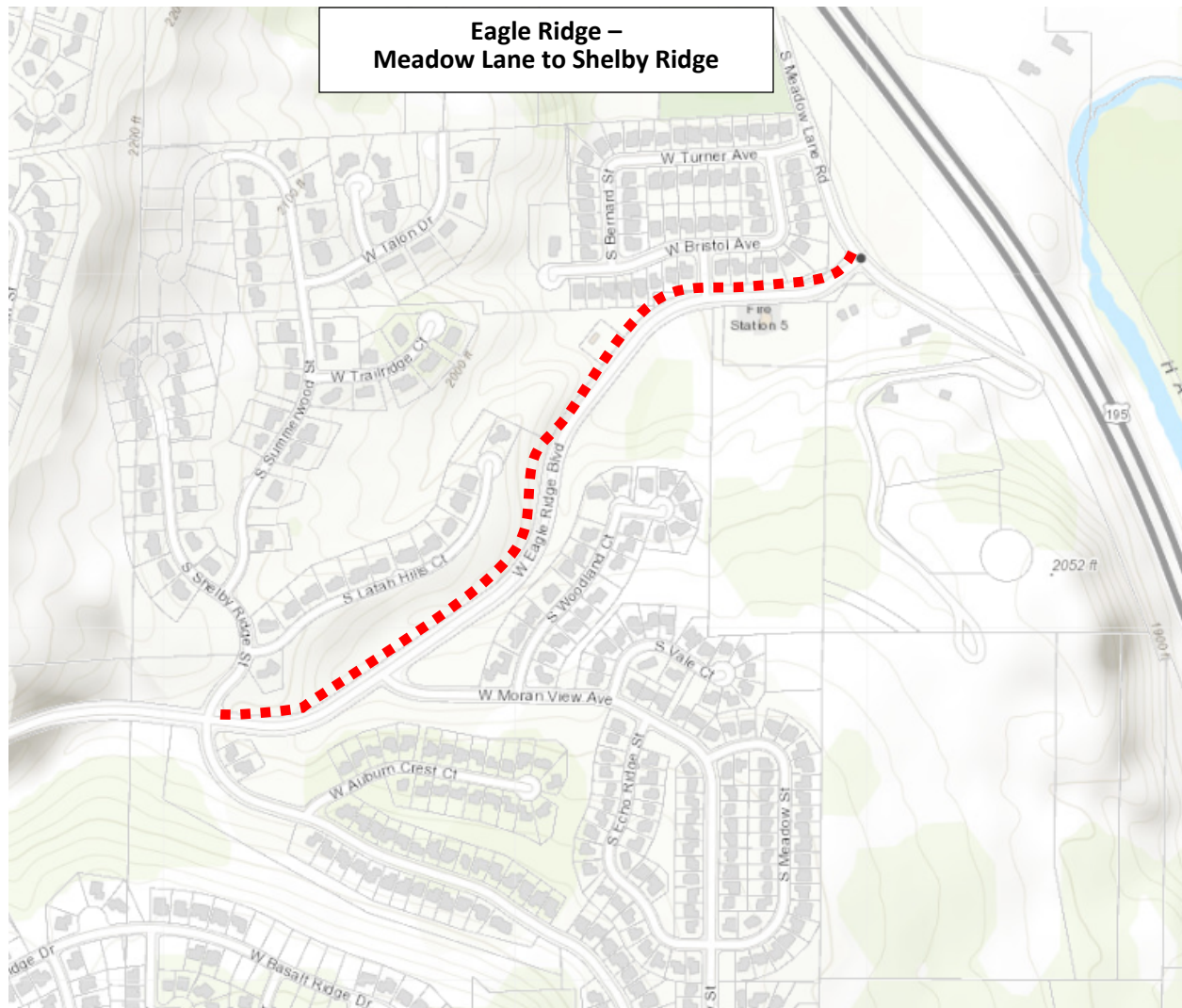




## Arterial Grind & Overlay – North



## Arterial Grind & Overlay – South







**City Of Spokane**  
**Engineering Services Department**  
**\* \* \* Engineer's Final Estimate \* \* \***

**Project Number:** 2020087  
**Project Description** Arterial Grind and Overlay - City Wide - **Original Date** 7/8/2020 2:48:16 PM  
**Funding Source** Economic Recovery Project **Update Date** 7/8/2020 2:49:31 PM  
Local  
**Preparer** Brittany Kraft **Addendum**

**Project Number:** 2020087

Item No	Bid Item Description	Est Quantity	Unit Price	Amount
Description		Tax Classification		
Schedule 01				
101	ADA FEATURES SURVEYING	1 LS	*****	7,000.00
102	SPCC PLAN	1 LS	*****	1,800.00
103	PUBLIC LIAISON REPRESENTATIVE	1 LS	*****	24,000.00
104	REIMBURSEMENT FOR THIRD PARTY DAMAGE	1 EST	1.00	1.00
105	CLASSIFICATION AND PROTECTION OF SURVEY MONUMENTS	1 LS	*****	3,600.00
106	REFERENCE AND REESTABLISH SURVEY MONUMENT	8 EA	550.00	4,400.00
107	MOBILIZATION	1 LS	*****	114,837.00
108	PROJECT TEMPORARY TRAFFIC CONTROL	1 LS	*****	86,128.00
109	PORTABLE CHANGEABLE MESSAGE SIGN	1100 HR	7.00	7,700.00
110	TYPE III BARRICADE	50 EA	50.00	2,500.00
111	TREE PROTECTION ZONE	65 EA	300.00	19,500.00
112	TREE PRUNING	110 EA	250.00	27,500.00
113	TREE ROOT TREATMENT	4 EA	650.00	2,600.00
114	REMOVE TREE, CLASS I	2 EA	1,500.00	3,000.00
115	SAWCUTTING FLEXIBLE PAVEMENT	12500 LFI	0.30	3,750.00
116	SAWCUTTING CURB	36 EA	32.00	1,152.00
117	SAWCUTTING RIGID PAVEMENT	360 LFI	1.30	468.00
118	REMOVE EXISTING CURB	475 LF	9.00	4,275.00
119	REMOVE EXISTING CONC. SIDEWALK AND DRIVEWAY	300 SY	10.00	3,000.00
120	REMOVE UNSUITABLE FOUNDATION MATERIAL	10 CY	35.00	350.00
121	REPLACE UNSUITABLE FOUNDATION MATERIAL	10 CY	65.00	650.00
122	CSTC FOR SIDEWALK AND DRIVEWAYS	30 CY	105.00	3,150.00
123	HMA CL. 1/2 IN. PG 64-28H, 2 INCH THICK	48000 SY	10.00	480,000.00
124	HMA FOR PAVEMENT REPAIR CL. 1/2 IN. PG 64-28H, 2 INCH THICK	10200 SY	23.00	234,600.00
125	PAVEMENT REPAIR EXCAVATION INCL. HAUL	10200 SY	21.00	214,200.00
126	CRACK SEALING	12000 LF	1.50	18,000.00
127	PLANING BITUMINOUS PAVEMENT	48000 SY	3.50	168,000.00
128	JOB MIX COMPLIANCE PRICE ADJUSTMENT	1 EST	-1.00	-1.00
129	COMPACTION PRICE ADJUSTMENT	11750 EST	1.00	11,750.00
130	COMMERCIAL HMA	1 TON	450.00	450.00

**Project Number: 2020087**

<i>Item No</i>	<i>Bid Item Description</i>	<i>Est Quantity</i>	<i>Unit Price</i>	<i>Amount</i>
<i>Description</i>		<i>Tax Classification</i>		
<i>Schedule 01</i>				
131	ADDITIONAL WORK FOR GRADE REPAIR	1 LS	*****	5,000.00
132	RETROFIT SURFACE INLET CB WITH FRAME & GRATE	8 EA	860.00	6,880.00
133	VALVE BOX AND COVER	75 EA	485.00	36,375.00
134	MH OR DW FRAME AND COVER (LOCKABLE)	140 EA	725.00	101,500.00
135	ADJUST EXISTING MH, CB, DW OR INLET IN ASPHALT	50 EA	565.00	28,250.00
136	ADJUST EXISTING UTILITY MANHOLE IN ASPHALT	2 EA	565.00	1,130.00
137	CLEAN EXISTING DRAINAGE STRUCTURE	56 EA	275.00	15,400.00
138	INLET PROTECTION	56 EA	110.00	6,160.00
139	LANDSCAPING	1 LS	*****	4,500.00
140	CEMENT CONC. CURB AND GUTTER	375 LF	35.00	13,125.00
141	CEMENT CONC. PEDESTRIAN CURB	50 LF	35.00	1,750.00
142	ADJUST MONUMENT FRAME AND COVER	8 EA	650.00	5,200.00
143	CEMENT CONC. SIDEWALK	300 SY	68.00	20,400.00
144	RAMP DETECTABLE WARNING	112 SF	24.00	2,688.00
145	SIGNING, PERMANENT - CITY MANUFACTURED SIGNS	1 LS	*****	2,500.00
146	PAVEMENT MARKING - DURABLE HEAT APPLIED	1100 SF	10.00	11,000.00
147	PAVEMENT MARKING - DURABLE INLAY TAPE	2200 SF	10.00	22,000.00
<i>Schedule Totals</i>				1,732,218.00

SCHEDULE SUMMARY									
	Sched 1	Sched 2	Sched 3	Sched 4	Sched 5	Sched 6	Sched 7	Sched 8	Total
Engineer's Est	1,732,218.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,732,218.00

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

08/03/2020

**Date Rec'd**

7/22/2020

**Clerk's File #**

OPR 2020-0617

**Renews #****Submitting Dept**

HISTORIC PRESERVATION

**Contact Name/Phone**

MEGAN 625-6543

**Contact E-Mail**

MDUVALL@SPOKANECITY.ORG

**Agenda Item Type**

Contract Item

**Agenda Item Name**

0470 - THOMPSON HOUSE NOMINATION TO THE SPOKANE REGISTER OF

**Agenda Wording**

Recommendation to list the Thompson House, 1430 E Overbluff Road, on the Spokane Register of Historic Places.

**Summary (Background)**

SMC #17D.100.040 provides that the City/County Historic Landmark Commission can recommend to the City Council that certain properties be placed on the Spokane Register of Historic Places. The Thompson House has been found to meet the criteria set forth for such designation, and a management agreement has been signed by the owners.

**Fiscal Impact**

Grant related? NO

Public Works? NO

**Budget Account**

Neutral

\$

#

Select

\$

#

Select

\$

#

Select

\$

#

**Approvals****Dept Head**

DUVALL, MEGAN

**Division Director**

CORTRIGHT, CARLY

**Finance**

ORLOB, KIMBERLY

**Legal**

PICCOLO, MIKE

**For the Mayor**

ORMSBY, MICHAEL

**Council Notifications****Study Session\Other****Council Sponsor****Distribution List**

mduvall@spokanecity.org

lcamporeale@spokanecity.org

sbishop@spokanecity.org

**Additional Approvals****Purchasing**



# Expenditure Control Form

1. All requests being made must be accompanied by this form.
2. Route **ALL** requests to the Finance Department for signature.
3. If request is greater than \$100,000 it requires signatures by Finance and the City Administrator. Finance Dept. will route to City Administrator.

Today's Date:

Type of expenditure:

Goods

☐

Services

☐

Department: N/A

Approving Supervisor: N/A

Amount of Proposed Expenditure: N/A

Funding Source: N/A

**Please verify correct funding sources. Please indicate breakdown if more than one funding source.**

**Why is this expenditure necessary now?**

**What are the impacts if expenses are deferred?**

**What alternative resources have been considered?**

**Description of the goods or service and any additional information?**

Person Submitting Form/Contact:

FINANCE SIGNATURE:

---

CITY ADMINISTRATOR SIGNATURE:

---

# **Findings of Fact and Decision for Council Review**

## **Nomination to the Spokane Register of Historic Places**

### **Thompson House – 1430 E Overbluff Road**

#### **FINDINGS OF FACT**

**1. SMC 17D.100.090: "Generally a building, structure, object, site, or district which is more than fifty years old may be designated an historic landmark or historic district if it has significant character, interest, or value as part of the development, heritage, or cultural characteristics of the city, county, state, or nation."**

- Originally built in 1936; the Thompson House meets the age criteria for listing on the Spokane Register of Historic Places.

**2. SMC 17D.100.090: The property must qualify under one or more categories for the Spokane Register (A, B, C, D, E).**

- Eligible under **Category C – Architecture**, the Kirk Thompson House is a fine example of Art Moderne in Spokane. The asymmetrical home has one-and-one-half stories and is made of steel-reinforced concrete composed of a series of stacked angular boxes. The home's exterior walls are finished with a skin of smooth white-painted concrete, a popular design element of the Art Moderne style.
- The property's period of significance is identified as the year it was built: 1936.
- Further, the home is eligible under Category C for its association as the work of master Spokane architect G.A. Pehrson, a prominent architect and engineer responsible for hundreds of commercial and residential designs throughout Spokane and the Inland Empire for more than 55 years.

**3. SMC17D.100.090: "The property must also possess integrity of location, design, materials, workmanship, and association." From NPS Bulletin 15: "Integrity is the ability of a property to convey its significance...it is not necessary for a property to retain all its historic physical features...the property must retain, however, the essential physical features that enable it to convey its historic identity."**

- The Thompson House retains good architectural integrity in original location, design, materials, workmanship, and association. The home underwent a significant remodel and expansion in 2018-20. Exterior changes included replacement metal-clad wood windows in the original openings and with the same grid configuration; a chimney and ventilation shaft was moved to accommodate a relocated fireplace and stairway on the interior; a new garage addition and expanded second floor were added; and the interior was extensively remodeled. Even with these changes, the house possesses enough essential physical features to convey its historic identity and the remodel was done sensitively to the original architecture of the home.

**4. Once listed, this property will be eligible to apply for incentives, including:**

Special Valuation (property tax abatement), Spokane Register historical marker, and special code considerations.

#### **RECOMMENDATION**

---

The Spokane Historic Landmarks Commission evaluated the Thompson House according to the appropriate criteria at a public hearing on 6/17/20 and recommends that the Thompson House be listed on the Spokane Register of Historic Places.

After Recording Return to:  
Clerk of the Board  
Spokane County Commissioner's Office  
1116 W. Broadway, Room 100  
Spokane, WA 99260

**NOTICE OF MANAGEMENT AGREEMENT**

NOTICE IS HEREBY GIVEN that the property legally described as:

28-25-43 PTN NW1/4 SW1/4 DAF: BEG 40FT S NW COR SD SW1/4, TH E & PAR TO N LN SD SW1/4 235FT TO POB. TH E & PAR TO N LN SD SW1/4 395FT, TH S & PAR W LN SD SW1/4 200.4FT M/L TO NE COR SD LT 1 DIXON ADD, TH W ALG SD N LN DIXON ADD, 235FT E TO SD W LN SD SW1/4, TH NLY TO POB. TOG/W PTN VAC S1/2 OVERBLUFF RD, EXC PTN DAF: BEG 40FT S NW COR SD SW1/4, TH N89°39'13"E 200FT POB. TH N89°39'13"E 35FT. TH N00°28'13"W 12FT, TH N89°39'13"W 35FT, TH S00°28'13"W 13FT TO POB ASLO EXC PTN DAF: BEG 40FT S NW COR SD SW1/4, TH E & PAR W N LN SD SW1/4 445.23FT TO POB, TH E & PAR TO W N LN SD SW1/4 79.50FT, TH S & PAR W LN SD SW1/4 200.4FT N LN DIXON ADD, TH W ALG SD LN TO A PT 388.6 FT E OF THE W LN SD SW1/4, TH N & PAR W LN SD SW1/4 76.7FT TH E AND PAR W N LN SD SW1/4 51.5FT, TH N 123.7FT TPOB. ALSO S40FTVAC OVERBLUFF RD ABUTTING THE DESCRIBED PROPERTY ON THE N. ALSO EXC E 148FT THEROF, ALSO EXC PTN DAF: BEG NW COR SD LT 4 DIXON ADD, TH N ALG EXTD W LN SD LT 4 27FT, TH E & PAR TO N LN SD LT 4 100FT EXTD E LN SD LT 4, TH S ALG SD EXTD W LN NE COR SD LT 4, TH W ALG N LN SD LT 4 POB, ALSO EXC E 148FT THEREOF. POINT OF BEGINNING TOG W/ S 40 FT OF VACATED OVERBLUFF RD LYG N OF AND ADJ; ALSO TOG W/ THAT PORTION OF THE N 28 FT OF THE S 1/2 OF VACATED OVERBLUFF RD LYG E OF THE E LN OF PARK LANE EXT S AND W OF THE E LN OF THE W 235 FT OF THE NW1/4 OF THE SW1/4.

Parcel Number(s) 35283.0069, is governed by a Management Agreement between the City of Spokane and the Owner(s), Charles G. Reed & Katherine Bruya, of the subject property.

The Management Agreement is intended to constitute a covenant that runs with the land and is entered into pursuant to Spokane Municipal Code Chapter 6.05. The Management Agreement requires the Owner of the property to abide by the "Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings" (36 CFR Part 67) and other standards promulgated by the Historic Landmarks Commission.


Said Management Agreement was approved by the Spokane City Council on \_\_\_\_\_. I certify that the original Management Agreement is on file in the Office of the City Clerk under File No. \_\_\_\_\_.

I certify that the above is true and correct.

Spokane City Clerk

Historic Preservation Officer

\_\_\_\_\_  
Dated: \_\_\_\_\_

  
\_\_\_\_\_  
Dated: 7/15/20



### **MANAGEMENT AGREEMENT**

The Management Agreement is entered into this **17th** day of **June 2020**, by and between the City of Spokane (hereinafter "City"), acting through its Historic Landmarks Commission ("Commission"), and **Charles G. and Katherine Bruya Reed** (hereinafter "Owner(s)"), the owner of the property located at **1430 East Overbluff Road** commonly known as the **Kirk Thompson House** in the City of Spokane.

WHEREAS, the City of Spokane has enacted Chapter 4.35 of the Spokane Municipal Code (SMC) and Spokane has enacted Chapter 1.48 of the Spokane County Code (SCC), both regarding the establishment of the Historic Landmarks Commission with specific duties to recognize, protect, enhance and preserve those buildings, districts, objects, sites and structures which serve as visible reminders of the historical, archaeological, architectural, educational and cultural heritage of the city and county is a public necessity and.

WHEREAS, both Ch. 17D.100 SMC and Ch. 1.48 SCC provide that the City/County Historic Landmarks Commission (hereinafter "Commission") is responsible for the stewardship of historic and architecturally significant properties in the City of Spokane and Spokane County; and

WHEREAS, the City has authority to contract with property owners to assure that any owner who directly benefits by action taken pursuant to City ordinance will bind her/his benefited property to mutually agreeable management standards assuring the property will retain those characteristics which make it architecturally or historically significant;

NOW THEREFORE, -- the City and the Owner(s), for mutual consideration hereby agree to the following covenants and conditions:

1. CONSIDERATION. The City agrees to designate the Owner's property an Historic Landmark on the Spokane Register of Historic Places, with all the rights, duties, and privileges attendant thereto. In return, the Owner(s) agrees to abide by the below referenced Management Standards for his/her property.

2. COVENANT. This Agreement shall be filed as a public record. The parties intend this Agreement to constitute a covenant that runs with the land, and that the land is bound by this Agreement. Owner intends his/her successors and assigns to be bound by this instrument. This covenant benefits and burdens the property of both parties.

3. ALTERATION OR EXTINGUISHMENT. The covenant and servitude and all attendant rights and obligations created by this Agreement may be altered or extinguished by mutual agreement of the parties or their successors or assigns. In the event Owner(s) fails to comply with the Management Standards or any City ordinances governing historic landmarks, the Commission may revoke, after notice and an opportunity for a hearing, this Agreement.


4. PROMISE OF OWNERS. The Owner(s) agrees to and promises to fulfill the following Management Standards for his/her property which is the subject of the Agreement. Owner intends to bind his/her land and all successors and assigns. The Management Standards are: "THE SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION AND GUIDELINES FOR REHABILITATING HISTORIC BUILDINGS (36 CFR Part 67)." Compliance with the Management Standards shall be monitored by the Historic Landmarks Commission.

5. HISTORIC LANDMARKS COMMISSION. The Owner(s) must first obtain from the Commission a "Certificate of Appropriateness" for any action which would affect any of the following:

- (A) demolition;
- (B) relocation;
- (C) change in use;
- (D) any work that affects the exterior appearance of the historic landmark; or
- (E) any work affecting items described in Exhibit A.

6. In the case of an application for a "Certificate of Appropriateness" for the demolition of a landmark, the Owner(s) agrees to meet with the Commission to seek alternatives to demolition. These negotiations may last no longer than forty-five (45) days. If no alternative is found within that time, the Commission may take up to forty-five (45) additional days to attempt to develop alternatives, and/or to arrange for the salvage of architectural artifacts and structural recording. Additional and supplemental provisions are found in City ordinances governing historic landmarks.

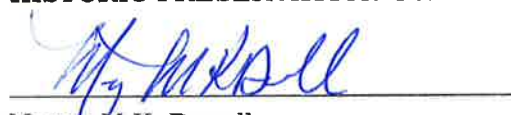
This Agreement is entered into the year and date first above written.

  
Owner

  
Owner

**CITY OF SPOKANE**

**HISTORIC PRESERVATION OFFICER**

  
Megan M.K. Duvall

**MAYOR**

\_\_\_\_\_  
Nadine Woodward

**ATTEST:**

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

**Approved as to form:**

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

STATE OF WA )  
 ) ss.  
County of Spokane )

On this 30<sup>th</sup> day of June, 2020, before me, the undersigned, a Notary Public in and for the State of Washington, personally appeared Katherine + Charles Reed, to me known to be the individual(s) described in and who executed the within and foregoing instrument, and acknowledged that they (he/she/they) signed the same as their (his/her/their) free and voluntary act and deed, for the uses and purposes therein mentioned.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 30<sup>th</sup> day of June, 2020.



Shaadel M Clarry  
Notary Public in and for the State  
of WA, residing at Spokane  
My commission expires 10/25/2021

STATE OF WASHINGTON )  
 ) ss.  
County of Spokane )

On this \_\_\_\_\_ day of \_\_\_\_\_, 2020, before me, the undersigned, a Notary Public in and for the State of Washington, personally appeared NADINE WOODWARD, MAYOR and TERRI L. PFISTER, to me known to be the Mayor and the City Clerk, respectively, of the CITY OF SPOKANE, the municipal corporation that executed the within and foregoing instrument, and acknowledged the said instrument to be the free and voluntary act and deed of said municipal corporation, for the uses and purposes therein mentioned, and on oath stated that they were authorized to execute said instrument and that the seal affixed is the corporate seal of said corporation.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Notary Public in and for the State  
of Washington, residing at Spokane

My commission expires \_\_\_\_\_

## **Attachment A**

## **Secretary of The Interior's Standards**

**1.** A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.

**2.** The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.

**3.** Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.

**4.** Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.

**5.** Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.

**6.** Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color,

texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

**7.** Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.

**8.** Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.

**9.** New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

**10.** New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

## *Spokane Register of Historic Places Nomination*

*Spokane City/County Historic Preservation Office, City Hall, 3<sup>rd</sup> Floor  
808 W. Spokane Falls Boulevard, Spokane, WA 99201*

### **1. HISTORIC NAME**

Historic Name **KIRK THOMPSON HOUSE**  
Common Name

### **2. LOCATION**

Street & Number 1430 East Overbluff Road  
City, State, Zip Code Spokane, WA 99203  
Parcel Number 35283.0069

### **3. CLASSIFICATION**

Category	Ownership	Status	Present Use	
<input checked="" type="checkbox"/> building	<input type="checkbox"/> public	<input checked="" type="checkbox"/> occupied	<input type="checkbox"/> agricultural	<input type="checkbox"/> museum
<input type="checkbox"/> site	<input checked="" type="checkbox"/> private	<input type="checkbox"/> work in progress	<input type="checkbox"/> commercial	<input type="checkbox"/> park
<input type="checkbox"/> structure	<input type="checkbox"/> both		<input type="checkbox"/> educational	<input type="checkbox"/> religious
<input type="checkbox"/> object	<b>Public Acquisition</b>	<b>Accessible</b>	<input type="checkbox"/> entertainment	<input checked="" type="checkbox"/> residential
	<input type="checkbox"/> in process	<input checked="" type="checkbox"/> yes, restricted	<input type="checkbox"/> government	<input type="checkbox"/> scientific
<b>Site</b>	<input type="checkbox"/> being considered	<input type="checkbox"/> yes, unrestricted	<input type="checkbox"/> industrial	<input type="checkbox"/> transportation
<input checked="" type="checkbox"/> original		<input type="checkbox"/> no	<input type="checkbox"/> military	<input type="checkbox"/> other
<input type="checkbox"/> moved				

### **4. OWNER OF PROPERTY**

Name Charles G. & Katherine Bruya Reed  
Street & Number 1430 E. Overbluff Road  
City, State, Zip Code Spokane, WA 99203  
Telephone Number/E-mail 509-710-3267, creed@dermsos.com

### **5. LOCATION OF LEGAL DESCRIPTION**

Courthouse, Registry of Deeds Spokane County Courthouse  
Street Number 1116 West Broadway  
City, State, Zip Code Spokane, WA 99201  
County Spokane

### **6. REPRESENTATION OF EXISTING SURVEYS**

Title City of Spokane Historic Landmarks Survey  
Date Federal \_\_\_\_\_ State \_\_\_\_\_ County \_\_\_\_\_ Local ☒  
Location of Survey Records Spokane Historic Preservation Office

**Spokane City/County Register of Historic Places Nomination  
THOMPSON HOUSE**

**7. DESCRIPTION**

*(continuation sheets attached)*

**Architectural Classification**

**Condition**

☒ excellent

☐ good

☐ fair

☐ deteriorated

☐ ruins

☐ unexposed

**Check One**

☐ unaltered

☒ altered

**Check One**

☒ original site

☐ moved & date

**8. SPOKANE REGISTER CATEGORIES & STATEMENT OF SIGNIFICANCE**

*(continuation sheets attached)*

**Applicable Spokane Register of Historic Places Categories: Mark "x" on one or more for the categories that qualify the property for the Spokane Register listing:**

- ☐ A Property is associated with events that have made a significant contribution to the broad patterns of Spokane history.
- ☐ B Property is associated with the lives of persons significant in our past.
- ☒ C Property embodies the distinctive characteristics of a type, period, or method of construction, or represents the work of a master, or possesses high artistic values, or represents a significant and distinguishable entity whose components lack individual distinction.
- ☐ D Property has yielded, or is likely to yield, information important in prehistory history.
- ☐ E Property represents the culture and heritage of the city of Spokane in ways not adequately addressed in the other criteria, as in its visual prominence, reference to intangible heritage, or any range of cultural practices.

**9. MAJOR BIBLIOGRAPHICAL REFERENCES**

*Bibliography is found on one or more continuation sheets.*

**10. DIGITAL PHOTOS, MAPS, SITE PLANS, ARTICLES, ETC.**

*Items are found on one or more continuation sheets.*

**11. GEOGRAPHICAL DATA**

Acreage of Property	1 acre.
Verbal Boundary Description	Section 28, Township 25 North, Range 43 East Willamette Meridian, Portion NW1/4 SW1/4, Spokane County.
Verbal Boundary Justification	Nominated property includes entire parcel and urban legal description.

**12. FORM PREPARED BY**

Name and Title	Linda Yeomans, Consultant
Organization	Historic Preservation Planning & Design
Street, City, State, Zip Code	501 West 27 <sup>th</sup> Avenue, Spokane, WA 99203
Telephone Number	509-456-3828
Email Address	<a href="mailto:lindayeomans@comcast.net">lindayeomans@comcast.net</a>
Date Final Nomination Heard	June 17, 2020



Spokane City/County Register of Historic Places Nomination  
THOMPSON HOUSE

13. SIGNATURE(S) OF OWNER(S)

Okay without signature SB

14. FOR OFFICIAL USE ONLY

Date nomination application filed: 5/17/20

Date of Landmarks Commission Hearing: 6/17/20

Landmarks Commission decision: Approved

Date of City Council/Board of County Commissioners' hearing: 8/3/20

City Council/Board of County Commissioners' decision:

I hereby certify that this property has been listed in the Spokane Register of Historic Places based upon the action of either the City Council or the Board of County Commissioners as set forth above.



Megan Duvall

City/County Historic Preservation Officer

City/County Historic Preservation Office

Third Floor—City Hall

808 W. Spokane Falls Blvd.

Spokane, WA 99201

7/15/20  
Date

Attest:

Approved as to form:

City Clerk

Assistant City Attorney



*2020 Thompson House, North Facade*

#### ***SECTION 7: DESCRIPTION OF PROPERTY***

Built in 1936 and located in an architecturally prominent Rockwood-area neighborhood on Spokane, Washington's South Hill, the Kirk Thompson House is a fine example of the Art Moderne style. Although the Thompson House is not included within the boundaries of the Rockwood National Register Historic District it is located on East Overbluff Road, one block east of the historic district in the greater Rockwood neighborhood. The house is a horizontally sprawling home custom-built on more than one acre of land surrounded by natural woodlands.<sup>1</sup> The asymmetrical home has one-and-one-half stories and is made of steel-reinforced concrete composed of a series of stacked angular boxes. The home's exterior walls prominently gleam with a skin of smooth white-painted concrete, a popular design element of the Art Moderne style. The house has a flat roof with metal coping, and horizontal multi-paned windows arranged in ribbons and bands that emphasize a mix of curved corners and flat planar wall surfaces. The exterior north facade of the home is articulated with a semi-circular round bay and a curved band of windows located next to the front entrance—both covered by a one-story projecting round-curved flat front porch canopy. The interior of the house has an open, spacious interior with nine-foot-high ceilings, unstained wide-plank wood floors, white walls and ceilings, and vertical rounded corners at partition walls. Although it underwent a remodel in 2018-2020 (see pages 9 and 10 "Modifications"), the Thompson House retains architectural integrity in original location, design, materials, workmanship, association, and is eligible for listing on the Spokane Register of Historic Places.

#### ***CURRENT APPEARANCE & CONDITION***

##### ***Site***

The Thompson House is located on roughly 1.3 acres of land at the eastern terminus of Overbluff Road as it intersects South Perry Street. The property's current tax parcel number assigned by the Spokane County Assessor is 35283.0069. The lot is nearly flat

---

<sup>1</sup> First American Heritage Title Insurance Company.

with a slight north-facing slope. It is irregularly shaped, and is approximately 247 feet wide from east to west, and 200 feet deep from north to south.<sup>2</sup> The house is built in the center of the property and faces north. A black-topped driveway leads southeast to the home from a dogleg-shaped northwest corner of the property at East Overbluff Road. The Thompson House is surrounded by thick stands of deciduous and evergreen trees and expansive barked grounds. Built in 2019, a guest house (approximately 35 feet wide and 30 feet deep) is located east of the Thompson House and faces west. Overbluff Road extends west from the Thompson House property and is lined with architecturally prominent residential homes to South Arthur Street, which is the eastern border of the Rockwood National Register Historic District.

### *House Exterior in 2020*

The Thompson House is roughly 135 feet wide and 30 feet deep. Spokane County Assessor records indicate the home has 3,251 square feet on the first floor, and 988 square feet on the second floor.<sup>3</sup> The home's design features a series of stacked angular boxes that are contrasted by rounded walls and corners at the first floor. The one-and-one-half-story house has a flat roof covered with vinyl membrane and is outlined with metal coping. Exterior walls are made of smooth concrete over steel-reinforced concrete and extend down to grade. A small crawl space exists unfinished under the house. All windows and exterior doors at the house are located on the first and second floors and are multi-paned, metal-clad wood units that replaced original 1936 windows in a 2018-2020 remodel.

The north façade of the house is distinguished with a focal point center front entrance and a projecting semi-circular windowed bay next east of the front entrance door. A flat round-curved canopy protects and covers both the front entrance and the semi-circular bay. Two-story angular boxy massing is stepped back from the north façade and west face of the house, and extends east of the front door and semi-circular bay to the south face of the house. The second floor was expanded to both the east and south, and the vent shaft was repositioned.

With a one-story flat roof, the house extends west from the home's center to both northwest and southwest round semi-circular corners each wrapped by a band of multi-paned windows. Deeply lined horizontal grooves are located at cornice level between the windows and the flat roof, and have a streamlined effect as they continue around the home's west face from the north facade.

The south rear face of the house is irregular with a series of one-story projecting box bays west of center, and a series of two-story stacked angular boxes that rise from the first floor to the second floor east of center. Like the first floor, the roof of the second floor is flat. The horizontal grooved cornice lines at from the north and west façades continue across the south and east faces of the house to wrap the house in streamlined horizontal grooves, a prominent architectural element of the Art Moderne style. Windows and

---

<sup>2</sup> Spokane County Assessor and First American Title Insurance Company.

<sup>3</sup> Ibid.



Spokane City/County Register of Historic Places Nomination  
THOMPSON HOUSE

---

doors on all faces of the house match, and feature horizontal multi-paned, metal-clad wood-sash units all installed during the remodel.



*2020 photo of the west face with curvilinear corners on the Thompson House*



*2020 photo of the southeast corner of the Thompson House*

The east face of the house is dominated by a one-story, flat-roofed, east-projecting box that contains a large parking area with two side-by-side double-car garages. The garage addition was built during the 2018-2020 remodel (see “Modifications, pages 9 and 10). Overhead garage doors with horizontal rows of frosted obscure glass windows open from the garage’s north façade.

Spokane City/County Register of Historic Places Nomination  
THOMPSON HOUSE

---



***2020 photo of the Thompson House and new attached garage addition.  
The garage is attached to the east façade of the house, and faces north.  
It is setback from the house and is difficult to see from the dogleg-shaped northwest  
driveway corner that intersects with the public right-of-way  
at Overbluff Road—see the plat map on page 20.***

***House Interior in 2020***

The interior of the Thompson House was remodeled in 2018-2020. Interior features of the house in 2020 include an open floor plan with a center front entrance, a center hallway that runs east to west, and a central living room with a large multi-pane window that looks south over the backyard. The hall leads west to an office, a bedroom and a walk-in closet on the north wall, and two bathrooms on the south wall. A master bedroom is located at the west end of the hallway.

From the living room, the hall leads east to a marble-faced fireplace built in the center of the house on a short wall at the east end of the living room. The hall continues east to a dining room to the north with a rounded wall and a ribbon of multi-paned aluminum-clad sash windows. The hall continues east to an interior staircase that winds north and up to the second floor with a bathroom and two bedrooms. At the first floor, the hall leads to a large kitchen on the east side of the fireplace. A breakfast room is located on the south wall in the kitchen with a door that opens to a paved patio. The kitchen is appointed with built-in cupboards and cabinets, built-in appliances, and a large center island with a marble counter. The hall leads east to a family room on the north wall, a laundry room on the east wall, and two one-story side-by-side attached garages at the northeast corner of the house.



Spokane City/County Register of Historic Places Nomination  
THOMPSON HOUSE

---



*2020 photo looking east at the living room.*



*2020 photo of dining room in semi-circular bay at the home's north front façade.*

Spokane City/County Register of Historic Places Nomination  
THOMPSON HOUSE

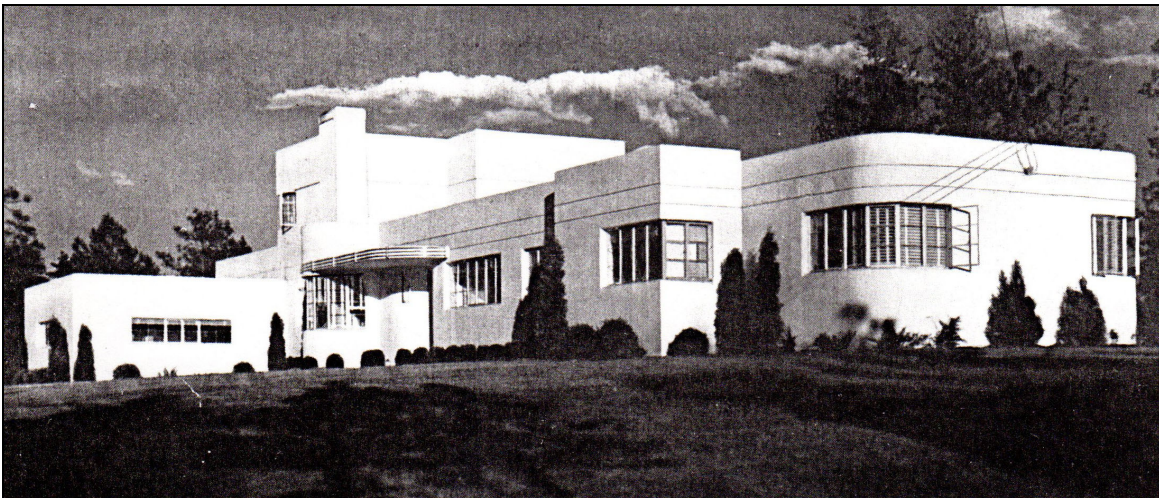
---



*2020 photo kitchen, looking south.*

***ORIGINAL DESIGN & SUBSEQUENT MODIFICATIONS***

Constructed in 1936, the north façade of the Thompson House is featured below in a 1936 photo taken just after it was built.



*1936 photo of the Thompson House, north façade and west face*

An extensive remodel of the house was undertaken in 2018-2020. As pictured in the above-referenced 1936 photograph, a chimney at the second floor is visible above the round, semi-circular projecting bay in the center of the home's first-floor north façade.

**Spokane City/County Register of Historic Places Nomination  
THOMPSON HOUSE**

---

The chimney and its ventilation shaft were relocated and re-built on the exposed west face of the two-story angular box in the center of the house. The home's original windows were replaced with horizontal multi-pane metal-clad wood units. Interior partition walls were refinished with round curved vertical corners. Interior walls in the house were repaired and repainted with white paint. The floor was uncovered and refinished with unstained wide-plank wood floors. The large south-facing fixed-sash window in the living room was enlarged with a new fixed-sash window of horizontal multi-paned lights. A free-standing fireplace was built facing west from floor to ceiling at the east end of the open living room with a firebox and marble surround. The east side of the fireplace is finished as part of the kitchen. The original kitchen was remodeled with built in casework, sink, and appliances. A large island is located in the center of the kitchen and is finished with a marble surface that matches the marble fireplace surround. The original staircase on the north wall was replaced with a new staircase that turns and rises to the second floor. A family room was refinished in the original one-story garage at the northwest corner of the house. A large garage was built onto the exterior east wall of the family room. The master bedroom at the west end of the house was enlarged when an original interior wall that divided the room was removed. All four bathrooms in the house were remodeled with new fixtures, mirrors, and floor coverings. The library adjacent west to the front door of the house was remodeled when the library's interior hallway partition wall was removed and rebuilt as a window wall with fixed-sash multi-paned lights. Although the remodel was extensive, the Thompson House retains good to high integrity as an excellent example of an Art Moderne residence with original location, design, materials, workmanship and association.



## **SECTION 8: STATEMENT OF SIGNIFICANCE**

<i>Areas of Significance</i>	<i>C - Architecture</i>
<i>Period of Significance</i>	<i>1936</i>
<i>Built Date</i>	<i>1936</i>
<i>Architect</i>	<i>Gustav Albin Pehrson</i>

### ***Summary Statement***

The Kirk Thompson House is eligible for listing on the Spokane Register of Historic Places for its architectural significance as a prominent example of the Art Moderne style. The property's period of significance is identified as the year it was built in 1936. The home received accolades as an "ultra" of "modernistic design" and as one of the "finest homes in Spokane."<sup>4</sup> It was acclaimed as the work of master Spokane architect G.A. Pehrson, a prominent architect and engineer responsible for hundreds of commercial and residential designs throughout Spokane and the Inland Empire for more than 55 years. He and homeowner Kirk Thompson garnered honors when a photograph of the Thompson House was pictured on the February 5, 1938 cover of *The Saturday Evening Post Magazine*. With an extensive national and international readership, hundreds and thousands of people were exposed to the new modernistic Art Moderne style of the Thompson House, which included personal ideas and "lines suggested by Mr. Thompson."<sup>5</sup>

### ***HISTORIC CONTEXT***

From a small settlement of 500 people in 1881, to almost 37,000 in 1900, and to over 100,000 in 1910, Spokane's evolution as a city was quick. In 1881, the first railroads were laid through the city. Six more national rail lines eventually merged in Spokane and investors laid branch lines in every direction to develop the region's mining, timber and agricultural resources. By the first decade of the twentieth century, Spokane was basking in its role as the gateway between the Midwest and the Pacific coast, and the center of the Spokane region's Inland Empire's commerce and culture. In an era of unrestrained boosterism, Spokane's businessmen did their best to promote the area, and Spokane in turn attracted attention for its unlimited opportunities. Spokane was lavishly praised for its natural beauty and livability.<sup>6</sup>

In 1903, mining railroad developer Jay P. Graves formed the Spokane-Washington Improvement Company with associates Aaron Kuhn of the Traders National Bank, D.T. Ham of the Palouse Land Company, and Fred B. Grinnell, real estate operator. Promising to make improvements and take full advantage of the land he bought east of Manito Park and Grand Boulevard, Fred Grinnell and his brother, Robert Grinnell, developed the acreage as the Manito Park Addition. The area was improved with curvilinear streets and over 300 architecturally prominent homes. By 1998, the residential neighborhood was listed on the National Register of Historic Places as the

---

<sup>4</sup> *Spokesman-Review*, December 1936, and *Spokesman-Review*, 1938.

<sup>5</sup> *Spokesman-Review*, 1938, and the *Spokesman-Review*, 1944.

<sup>6</sup> Yeomans, Linda. *The Rockwood Historic District Historic Resources Inventory*. Spokane, 1997.

**Spokane City/County Register of Historic Places Nomination**  
**THOMPSON HOUSE**

---

Rockwood National Register Historic District. The historic district's boundaries were determined by the Olmsted Brothers, owners of the nationally famous firm known as the Olmsted Brother's Landscape Architectural Company. Recognizing the neighborhood's hilly, rocky topography and natural irregular boundaries, the Olmsted firm created a footprint that comprised the Rockwood neighborhood. The area was bounded by East 11th Avenue south and uphill to East 29th Avenue, and from South Hatch Street east to South Arthur Street.

From the intersection of Arthur Street and Overbluff Road at the eastern edge of the Rockwood National Register District, the topography follows a natural rise uphill east along Overbluff Road to its terminus at Perry Street. Although the area is land-locked by a high bluff to the north and by Rockwood Boulevard to the south, the land is prominently adjacent to the Rockwood neighborhood and offers superb panoramic views of Spokane. Containing only three city blocks, the area is bounded by East 19th and 20th Avenues to the north (just below the bluff), and East Overbluff Road along the bluff's edge, sometimes called a "shelf".

Platted in 1910, the small plateau on the "Overbluff Road Shelf" is located 1.5 miles southeast and uphill from Spokane's downtown central business district, and was called the Rockwood Terrace Addition. Robert Grinnell proved his prowess as an eager and smart businessman and real estate operator. He developed and promoted the Rockwood Terrace Addition through his firm known as Robert W. Grinnell & Company. A positive believer in advertising, Grinnell placed numerous advertisements in Spokane newspapers, and printed large 18-inch by 24-inch advertisement posters, which were distributed throughout Spokane and the surrounding region. An advertisement in the May 16, 1926 edition of the *Spokesman-Review* filled a half-page with a map and bird's eye view of the Rockwood Terrace Addition. Headlines read, "Rockwood Terrace—One of Spokane's Most Exclusive Residence Districts" with "Jewel-Like Settings on the South Hill Bluff."<sup>7</sup> The poster claimed that "Rockwood Terrace" was the last of the improved South Hill Bluff sites.<sup>8</sup>

In 1936, two large tracts of land at the east end of the Rockwood Terrace Addition were graded and logged so two homes could be built. One house was built for Kirk Thompson and the other house was built for the Marischal family. Overbluff Road was extended east to the private driveways of the Thompson and Marischal properties. During the 1920s-1960s a cul-du-sac called Park Lane was developed adjacent north of the Thompson and Marischal properties, and adjacent east and southeast of the Perry Street Stairs. Large architecturally prominent homes were built in 1927, 1928, 1930, 1932, 1951, 1954, and 1965 around Park Lane. The properties are assessed and valued in 2020 by the Spokane County Assessor between \$400,000 to \$1 million-plus.

---

<sup>7</sup> R. W. Grinnell & Company Advertisement and Map. *Spokesman-Review*, 16 May 1926, Part 1, p. 16.

<sup>8</sup> Ibid.

**Spokane City/County Register of Historic Places Nomination  
THOMPSON HOUSE**

---

***The Thompson House***

Kirk Thompson and his bride Miss Eckford Cameron, both residents of Gresham, Oregon, secretly married on April 11, 1918 while they attended the Oregon Architectural College (now Oregon State University) in Corvallis, Oregon.<sup>9</sup> The marriage was short-lived when they divorced ten years later in 1928.

Energetic, Kirk Thompson first worked as the general manager of the Covey Motor Car Company in Portland. By 1926, Thompson was the acting sales manager of the Willys-Overland Pacific Company in Seattle, Washington. In 1927, Thompson relocated to Spokane where he was appointed the Cadillac distributor for Eastern Washington and Northern Idaho, and was the Spokane area distributor for the General Petroleum Corporation. He enlarged his dealership to include distribution of the Oakland-Pontiac line of cars in addition to his Cadillac-LaSalle line. Kirk Thompson retired from selling cars when he and his brother sold to General Motors the full rights for their Synchro-Mesh transmission—a gear-shifting invention the Thompsons developed for shifting gears without noise and without slowing down. In the 1930s, Thompson built up a chain of gasoline stations in Spokane and a gasoline distribution business throughout the state of Washington. In order to transport large amounts of automobile gasoline and oil from Seattle to Spokane for his businesses, Thompson pioneered the transportation of petroleum and wheat on the Columbia River by barge and tugboat, and registered his company as the Tidewater Transportation Company. On September 26, 1936, the *Seattle Sunday Times* announced Thompson’s “134-foot barge” was being launched “to carry 135,000 gallons of gasoline up the Columbia River and about 10,000 bushels of wheat downstream each round trip.” Since tugboats were used to tow the barge into deep water, Thompson named his first tugboat after his daughter, Mary Gail, who later became a director of Thompson’s Tidewater Transportation Company. At age 49, Kirk Thompson died on May 7, 1946.<sup>10</sup>

About the same time, Kirk Thompson and his second wife Elizabeth “Lib” Trunkey (of the family-owned McClintock-Trunkey Company in Spokane) commissioned the Thompson House built at 1430 E. Overbluff Road in the larger Rockwood neighborhood on Spokane’s South Hill. In 1910 when the Rockwood Terrace Addition was platted, the area east of Overbluff Road was hilly with a wild tangle of deciduous and evergreen trees. It became available in 1935, when it was auctioned by Spokane County. On March 23, 1936, Kirk Thompson was the “highest and best bidder” for the “highest and best sum” at the public sale, and bought the land for \$275.<sup>11</sup> A private road led through the trees from Overbluff Road to the northwest corner of Thompson’s new property. A September 3, 1935 *Spokesman-Review* article described the property as having a “jutting hill and commanding a view of the Spokane Valley”.

Thompson applied for a building permit from the City of Spokane on September 28, 1935 for the construction of his “new eight-room house with a two-car garage, fireplace, and

---

<sup>9</sup> “Two Freshman Married.” *Oregonian* (Portland), 1 May 1918

<sup>10</sup> *Spokesman-Review*, May 1946, and the *Oregonian* (Portland), May 1946.

<sup>11</sup> Spokane County warranty deed 198541A, dated March 23, 1936

**Spokane City/County Register of Historic Places Nomination  
THOMPSON HOUSE**

---

chimney.” The reported estimated cost of construction was \$9,000.<sup>12</sup> Thompson chose Spokane architect Gustav Albin Pehrson to oversee the job, which included suggestions by Thompson. After years of planning their home, the Thompsons began decorating and appointing the interior.

The Thompson House was completed in 1936 the year it was built. A professional photograph of the house was taken and used in various publications. A very modernistic home for Spokane, the property was described in a caption under the photograph as “included with the ultra of modernistic design.”<sup>13</sup> The next year in 1937, the *Spokesman-Review* newspaper praised the “indefinable sense of balance and proportion of the designing and supervising architect, G.A. Pehrson of Spokane.”<sup>14</sup> The February 5, 1938 issue of *The Saturday Evening Post* magazine printed the magazine’s cover page with the aforementioned professional photograph of the Thompson House. The steel-reinforced concrete block home with a satin “skin” of white-painted concrete was used in the photograph to help promote concrete—advertised on the magazine’s cover as a material that “gives beauty, comfort, fire safety and durability.”<sup>15</sup>

In 1942, Elizabeth Trunkey Thompson divorced Kirk Thompson. In 1944, Kirk Thompson sold the Thompson House to Frank & Frances Granger. Thompson died two years later in 1946.

***Subsequent Homeowners***

In June 1970, professional real estate appraiser Thomas Maher and his wife, Charlene Maher, purchased the Thompson House from the Grangers. In 2011, current owners Charlie and Katherine Reed bought the property. Charlie is a medical practice administrator, and Katherine is a dermatologist.

***ARCHITECTURAL SIGNIFICANCE—Category C***

***Gustav Albin Pehrson, 1883-1968***

The architect for the Thompson House was Gustav Albin Pehrson, a master Spokane architect who designed a plethora of commercial buildings and family residences in Spokane and throughout Eastern Washington. He was born in Sweden and graduated from Uppsala University before attending Oxford University in England. He arrived in the United States in 1905, worked as a draftsman in Chicago, and came to Spokane in 1913. He worked as lead draftsman for the celebrated architectural firm Cutter & Malmgren for a few years, then established his own practice in the Old National Bank building in downtown Spokane in 1916.

Pehrson proved to be one of Spokane’s most prolific architects, responsible for hundreds of homes and buildings in Spokane and Eastern Washington. Some of these included the Chronicle Building, Paulsen Medical & Dental Building, Culbertson’s Department Store

---

<sup>12</sup> City of Spokane permits.

<sup>13</sup> 1936 photograph and caption—no publication name

<sup>14</sup> “Spokane Home Wins Notice.” *Spokesman-Review*, 12 Sept 1937

<sup>15</sup> *Saturday Evening Post* cover, Feb 5, 1938

(Macys), the Catholic Chauncery, the Rookery Block, Greek Orthodox Temple, the Davenport Hotel (in collaboration with architecture Cutter), and the Roosevelt Apartments. He drew plans for Hanford in Richland, WA and for the Farragut Naval Training Station in Idaho.

Perhaps because he was also an engineer, architect Pehrson enjoyed working with honest and no-frills concrete block construction. Pehrson designed many commercial buildings, schools, hospitals, and warehouses using the Art Moderne style and the style's characteristic elements such as white concrete walls made of reinforced concrete, flat roofs, streamlined cornice grooves, and horizontal bands of windows. A sampling of his commercial work includes the Centennial Flour Mills; the Florence Hotel in Missoula, MT; the public Grace School in Stites, ID; the Old National Bank in Sunnyside, WA; a public school in Culdesac, ID; a public grade school in Osburn, ID; the veteran's hospital in Soap Lake, WA; a public school in Milan-Elk-Chattaroy, WA; a public high school at Spangle, WA; the hospital at Grangeville, ID; a public school at Riverside, WA; a public school at Priest River, ID; a public school at Nespelem, WA; and the hospital at Deer Park, WA.

### ***Art Moderne Style***

Architect, professor of architecture and architectural historian Lester Walker defines the Art Moderne style in his book *American Shelter* (1996) and explains how it grew from the International style:

*Early in 1932, the Museum of Modern Art in New York City exhibited its first architectural show entitled "Modern Architecture." It was intended to prove that the stylistic confusion of the preceding 40 years was about to come to an end. Photographs and drawings of works by architects practicing in 15 different countries were grouped under the title "International Style." The name became a household word.<sup>16</sup>*

*European International style architects such as Walter Gropius working with the Bauhaus School in Germany, Le Corbusier whose practice was beginning in France, and the German Mies van der Rohe were the early masters. They created a style based on modern engineering principles and materials. Concrete, glass, and steel were the primary materials, and the unadorned, utilitarian factory was the resulting aesthetic.<sup>17</sup>*

*The International style developed as a vigorously functional, stark, unadorned style that was based on modern engineering, utilitarian design, and open flexible planning—opposite of any preceding style. Moldings were eliminated, and doors and windows were made flush with the surface. Eventually climate site differences were good reason to stress*

---

<sup>16</sup> Walker, Lester. *American Shelter: An Illustrated Encyclopedia of the American Home*. Woodstock, New York: Overlook Press, 1996.

<sup>17</sup> Ibid.

**Spokane City/County Register of Historic Places Nomination  
THOMPSON HOUSE**

---

*regional characteristics in building. For example, a white stucco box could incorporate native fieldstone for exterior walls with a cedar roof fascia board—natural material influenced by the rugged character of the site.*<sup>18</sup>

Lester Walker taught that “Art Moderne, sometimes called Moderne, Modernistic, or Depression Modern, was a style that consciously strove for architectural expression to compliment the machine age. It was a unique American style although it was part of the International style movement. In a five-year period beginning around 1932, it changed the shape of virtually everything in the American home, including the home itself.”<sup>19</sup>

Popular from the early 1930s to the early 1940s, the Art Moderne style was inspired by America’s love of machines—the airplane, the car, the train, and even the toaster and the hair dryer. As new machine art, Art Moderne was honest, simple, and functional. Houses were streamlined like every other machine with rounded corners, flat roofs, horizontal bands of windows, smooth walls with deep horizontal grooves that gave the impression of speed, curved canopies, linear emphasis accentuated by stainless steel details, subdued colors—a true reflection of the country’s growing excitement about technological advancements and high speed transportation.

Rachel Carley defines Art Moderne in her 1994 book, *The Visual Dictionary of American Domestic Architecture*:

*Making a short appearance in America in the 1930s, the smooth-surfaced flat-roofed Moderne style house was an essay in streamlined geometry, stripped of ornament except for an occasional frieze of horizontal grooves designed as ‘speed lines.’ Such streamlining was also reflected in curving wall planes. It expressed not only economy of line but also a fascination with the aerodynamic speed and romance of the locomotive, the airplane, and the ocean liner. In domestic architecture, the Moderne style was used primarily for small, single-family houses...found in residential areas of small cities...and suburbs.*”<sup>20</sup>

In Spokane, the Art Moderne style was usually used for commercial buildings, churches, and schools but rarely for residential housing. The following list contains homes in and around Spokane that emphasize the Art Moderne style:

Thompson House	1430 E. Overbluff Road	built 1936
Marischal House	1420 E. Overbluff Road	built 1936
Moen House	810 E. 28th Avenue	built 1938
Johnston House	924 E. 28th Avenue	built 1940
Greene House	915 E. 24th Avenue	built 1939
Dr. David Cohen House	223 S. Coeur d’Alene Street	built 1940

---

<sup>18</sup> Ibid.

<sup>19</sup> Ibid.

<sup>20</sup> Carley, Rachel. *A Visual Dictionary of American Domestic Architecture*, 1994.

The Art Moderne style usually has two or more of the following elements:

- Built date from 1931 to the early 1940s
- Flat roof
- Asymmetrical façade
- Horizontal orientation
- Angular and/or rounded corners
- Stacked angular shapes
- Smooth white walls,
- Steel reinforced concrete block construction
- Coping, sometimes steel or aluminum
- Horizontal grooves, bands, stripes, or rows of windows
- Curved or rounded bays
- Curved or rounded projecting flat porch roofs or canopies
- One or more curved outside curved walls
- Continuous band of windows that follow curved walls
- Large sections of wall designed as horizontal windows
- Frosted glass windows
- Small round windows, similar to porthole windows in ocean liners
- Metal railings, hollow metal pipe railings
- Open floor plans
- No cornices or eaves
- Little or no ornamentation

### ***The Thompson House***

The Thompson House, 1430 E. Overbluff Road, is an excellent example of the Art Moderne style and has many of the aforementioned elements. It is one-and-one-half stories with an asymmetrical façade, a flat roof, stacked geometric cubes, and is constructed of steel-reinforced concrete blocks. The blocks are covered with a smooth layer of concrete, unadorned except for two deep horizontal cornice-line grooves that encircle the house. The grooves, called “speed lines” in the above-referenced citation by architectural historian Rachel Carley, represent the style’s popularity with streamlined geometry. Additional Art Moderne elements emphasized in the Thompson House include exterior walls with rounded corners, a round semi-circular projecting bay, a flat rounded canopy, and numerous horizontal windows and bands of windows with metal-clad wood-sash. A feature of the Thompson House that honors the Art Moderne style’s love affair with 1930s transportation is the fact that the home was originally designed with a double car garage to shelter automobiles.

## **SECTION 9: BIBLIOGRAPHY**

### ***Books, Public Records, Historic Inventory***

- Carley, Rachel. *The Visual Dictionary of Domestic Architecture*. New York: Henry Holt and Company, 1994.
- Coldwell Banker Real Estate Tomlinson Advertisement, circa 2011
- Eastern Washington State Historical Society. *Spokane Skyline: A Century of Architecture 1889-1989*. Spokane, 1992.
- Gebhard, David. *The National Trust Guide to Art Deco in America*. New York: John Wiley & Sons, Inc., 1996.
- Harris, Cyril M. *Dictionary of Architecture & Construction, Third Edition*. New York: 2000.
- McAlester, Lee and Virginia. *A Field Guide to American Houses*. New York: Knopf Publishing, 1989.
- Phillips, Steven J. *Old House Dictionary*. Washington DC: Preservation Press, 1994.
- Polk, R.L. *Spokane City Directories, 1885 to 2020*.
- Spokane County public records. Spokane County Courthouse, Spokane, WA.
- U.S. Department of the Interior, National Park Service. "*Secretary of the Interior's Standards for Rehabilitation*." Washington DC: Preservation Press, 1976.
- \_\_\_\_\_. "*Bulletin 15*." Washington DC: Preservation Press, 1998.
- Walker, Lester. *American Shelter: An Illustrated Encyclopedia of the American Home*. Woodstock, New York: The Overlook Press, 1996.
- Yeomans, Linda. *The Rockwood Historic District Historic Resources Inventory*. Spokane, 1997.

### ***Newspapers and Magazines***

- "Two Freshman Married." *Oregonian (Portland)*, 1 May 1918
- "Kirk Thompson Named." *Oregonian (Portland)*, 5 July 1925
- "Silent Salesmen Prove Equalization." *Seattle Daily Times*, 18 April 1926
- "Personnel of Willys-Overland Pacific Company and Associate Car Dealers." *Seattle Daily Times*, 26 April 1926
- "Salesmen of Two Seattle Companies Stage Hot Contest." *Seattle Daily Times*, 27 June 1926
- "Willys-Overland Officials Leave for East." *Seattle Daily Times*, 12 Dec 1926
- "Kirk Thompson Made Cadillac for Spokane Section." *Seattle Daily Times*, 20 March 1927
- "Thompson Returns from Oil Parley." *Spokane Daily Chronicle*, 27 March 1931
- "Bad Roads Inspired Invention." *Spokesman-Review*, 21 June 1930
- "Grain Arrives in New Barge." *Oregonian (Portland)*, 2 Aug 1939
- "Thompson Sells Two New Lines." *Spokane Daily Chronicle*, 21 May 1931
- "Eldridge Motors Buys Thompson." *Spokane Daily Chronicle*, 17 Dec 1932
- "Seattle Firm Expands to Spokane Area." *Seattle Daily Times*, 25 Dec 1932
- "Kirk Thompson." *Seattle Sunday Times*, 12 April 1936
- "Columbia Barge to be Launched." *Seattle Daily Times*, 26 Sept 1936



**Spokane City/County Register of Historic Places Nomination  
THOMPSON HOUSE**

---

*Spokesman-Review*, 3 Sept 1935

“Kirk Thompson Building Modernistic Home on Overbluff.” *Spokesman-Review*, 16 Oct 1935

“Kirk Thompson House Will Be One of the Finest.” *Spokesman-Review*, 16 Oct 1935

“Modernistic Home Design Seen in Ultra Mode.” *Spokesman-Review*, 20 Dec 1936

“Shallow Craft For Oil Transport Due on Columbia.” *Seattle Times*, 7 Nov 1936

“Tug and Barge Sail.” *Seattle Daily Times*, 10 Dec 1936

“Seattle-Built Craft Delivered.” *Seattle Daily Times*, 17 Dec 1936

“New Barge, Tug Placed in Service.” *The Morning Oregonian*, 17 Dec 1936

“Gasoline Barge Heads Up River.” *Oregonian (Portland)*, 19 Dec 1936

“River Tug and Barge Finished.” *Seattle Sunday Times*, 20 Dec 1936

“Bulk Wheat Load Barged to Port.” *Oregonian (Portland)*, 22 Feb 1937

“Spokane Home Wins Notice.” *Spokesman-Review*, 12 Sept 1937

Photos of Thompson House, 1938

*Saturday Evening Post*, 5 Feb 1938 (cover photo of Thompson House)

“Columbia River Barge Building.” *Seattle Sunday Times*, 19 June 1938

“Mrs. Kirk Thompson Is Luncheon Hostess.” *Spokane Daily Chronicle*, 13 July 1938

“River Plans Stimulated.” *Oregonian (Portland)*, 13 August 1939

“Barge Traffic Seen Aided.” *Oregonian (Portland)*, 1 Oct 1939

“Modernistic Thompson Home on Overbluff Sold.” *Spokesman-Review*, Jan 1944

“Tug To Leave Here for Inland Empire.” *Oregonian (Portland)*, 29 April 1940

“Bridge Date.” *Seattle Daily Times*, 13 Oct 1941

“Wife Divorces Kirk Thompson.” *Spokesman-Review*, 17 July 1942

“Kirk Thompson Taken by Death.” *Spokesman-Review*, 7 May 1946

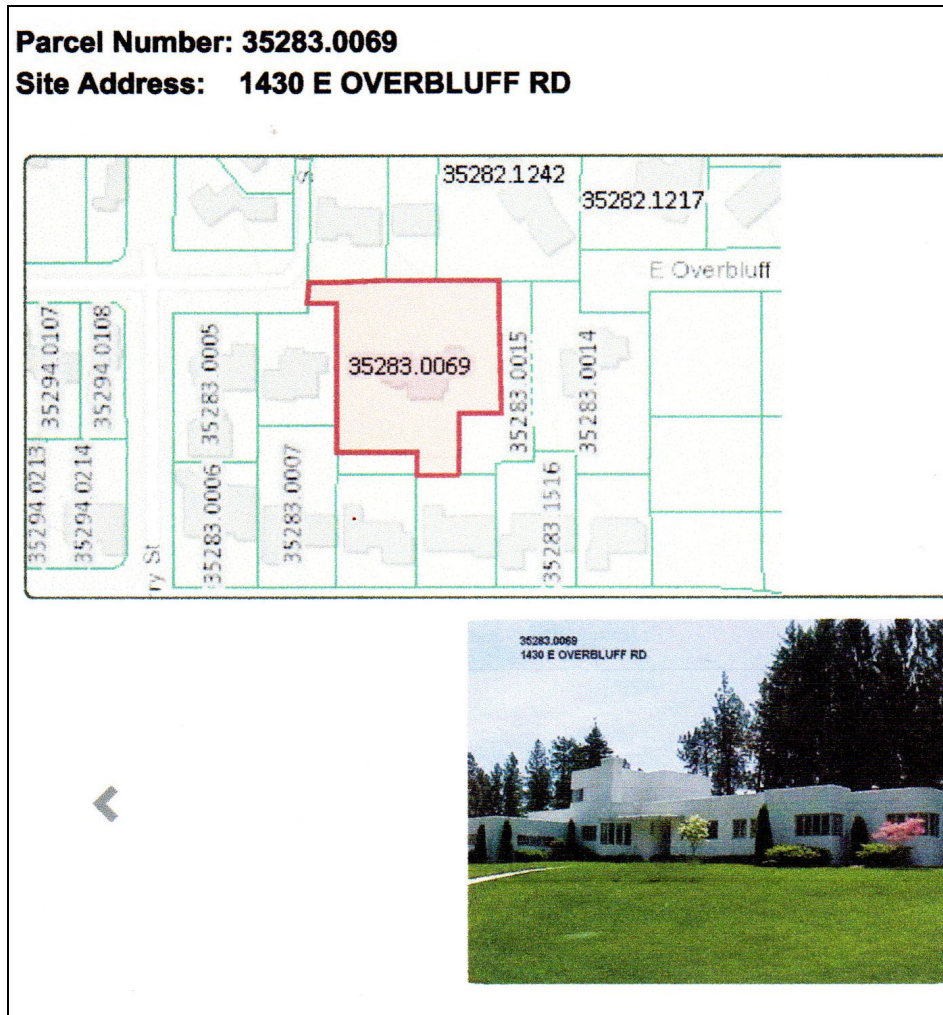
“Kirk Thompson Active on Columbia.” *Spokesman-Review*, 8 May 1946

“Large Estate Left in Will.” *Oregonian (Portland)*, 23 May 1946

“New Tugboat Being Built.” *Oregonian (Portland)*, 8 Dec 1944

“Barge Pioneer Dies in East.” *Oregonian (Portland)*, 7 May 1946

**SECTION 12: MAPS AND PHOTOGRAPHS**



2019 Spokane County Plat Map

**THOMPSON HOUSE**  
**1430 E. Overbluff Road**

*Photo was taken in 2019, and shows the home's north-facing facade*



DEED # A213734  
 8-10-35  
 DEDICATED, 2-14-44  
 "F"  
 "D"  
 "Q"  
 "FB"  
 DIXON ADD.  
 UNPLATTED  
 ROAD  
 ROCKWOOD BLVD.  
 Rockwood View 1st Add.  
 2

**THOMPSON HOUSE**  
**1430 E. Overbluff Road**



Spokane City/County Register of Historic Places Nomination  
THOMPSON HOUSE

---

*Thompson House*  
*1430 E. Overbluff Road*

*2019 photograph of the property*

Notice the new attached rectangular garage building being built on the east end of the house. The setback garage and garage doors on the attached garage face north but are very difficult to see from the private driveway entrance, which is located at the northwest corner of the grounds.

north



south

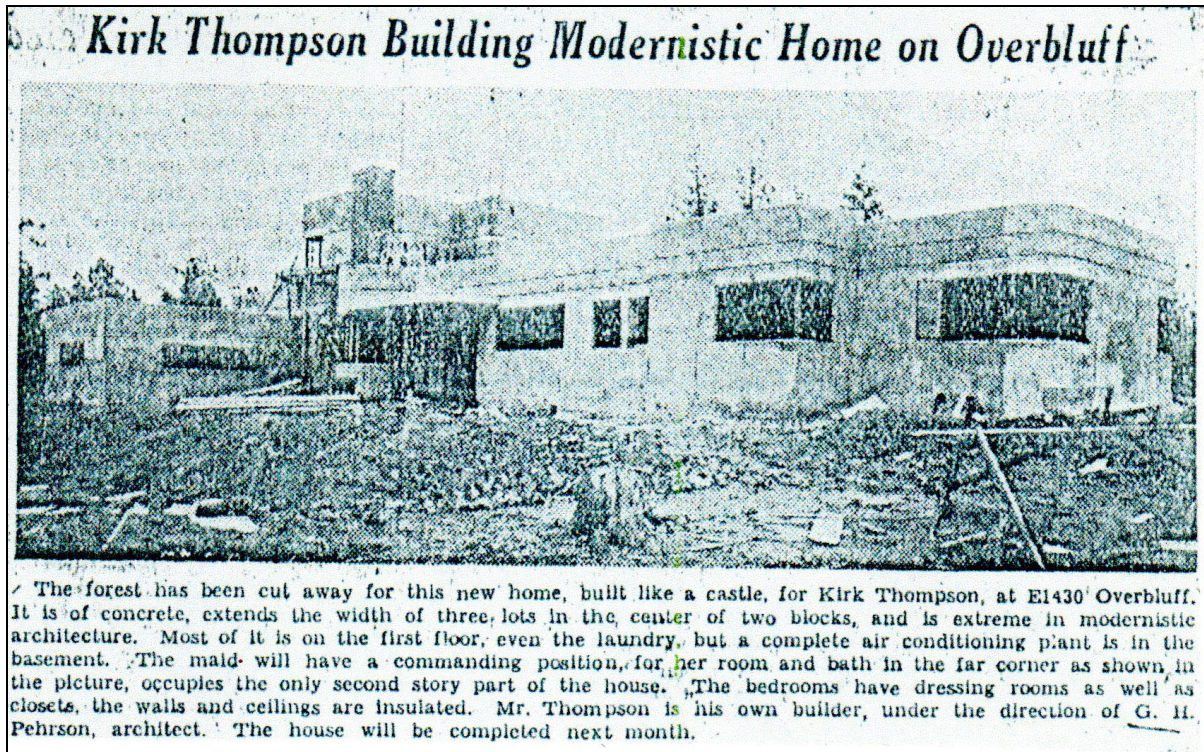


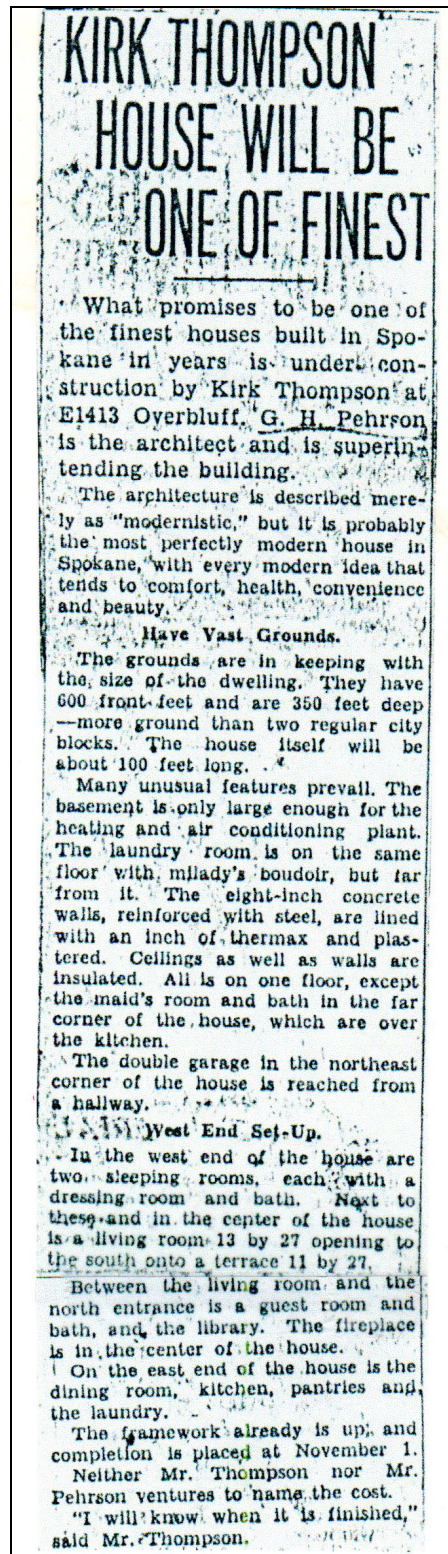
*Spokesman-Review*, 3 September 1935

**A**LTHOUGH many homes today include one or several rooms decorated in the modernistic style, the first completely modernistic house in Spokane will be that of "Lib" and Kirk Thompson, at the end of Overbluff road and, to the right of Park Lane. Actual construction of the house, planned for years by its owners-to-be and designed by G. A. Pehrson, was begun only a few weeks ago. A private road leads to the site, atop a jutting hill and commanding a view of the Spokane valley. White rugs will cover the floor of every room, and a keynote of white will be used throughout the house for entirely new furniture and draperies. "Lib" has even ordered a crib of modernistic design for her small daughter, Mary Gail. Kirk plans to have a swimming pool built in the back yard, and next year "Lib" will have a garden made up wholly of different varieties of white flowers.



**“Kirk Thompson Building Modernistic Home on Overbluff.”**  
*Spokesman-Review*, 16 October 1935



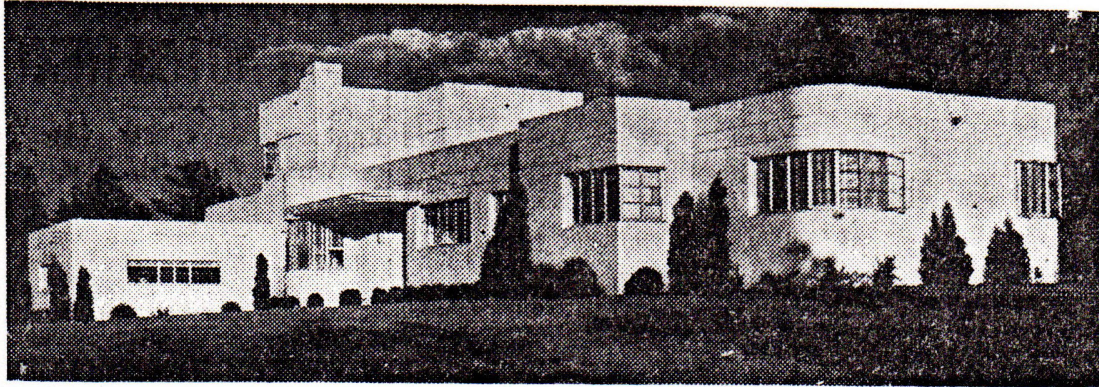


"Kirk Thompson House Will Be One Of Finest." *Spokesman-Review*, 16 Oct 1935



**“Modernistic Home Design Seen in Ultra Mode.”**  
*Spokesman-Review, 20 December 1936*

*Modernistic Home Design Seen in Ultra Mode*



Among the outstanding Spokane homes constructed this season is that of Kirk Thompson, E1413

Overbluff, described as “included in the ultra of modernistic design,” the work of Architect G. A. Pehrson along lines suggested by Mr. Thompson. All rooms are on one floor except the maid’s room and bath in the far corner of the structure over the kitchen. Eight-inch concrete walls reinforced with steel are lined with an inch of thermax and plastered. The ceilings as well as the walls are insulated. The basement is large enough only for the heating and air-conditioning plant. The home with many features is about 100 feet in length. The grounds embrace 600 front feet and a depth of 350 feet. (Copyright, 1936, by Lawrence Evanoff.)



**"Spokane Home Wins Notice:  
Kirk Thompson Residence Is Central Picture in Display of Fine Houses."  
*Spokesman-Review*, 12 September 1937**

## SPOKANE HOME WINS NOTICE

### Kirk Thompson Residence Is Central Picture in Display of Fine Houses.

A picture of the attractive Kirk Thompson home, 1430 Overbluff, in the exclusive Rockwood residential district of Spokane occupies the central position in the display of beautiful homes in the nation in the national headquarters at Chicago of the Portland Cement association, according to advices to S. Carl Smithwick, district engineer of the association for eastern Washington and northern Idaho.

Mr. Smithwick, writing in the current issue of the Pacific Builder and Engineer concerning the Thompson home, an illustration of which recently appeared in the real estate department of The Spokesman-Review, praises highly that "indefinable sense of balance and proportion" of the designing and supervising architect, G. A. Pehrson of Spokane, who "provides one of the best answers to the oft-repeated query 'why employ an architect to build a house?'"

#### Construction Innovations.

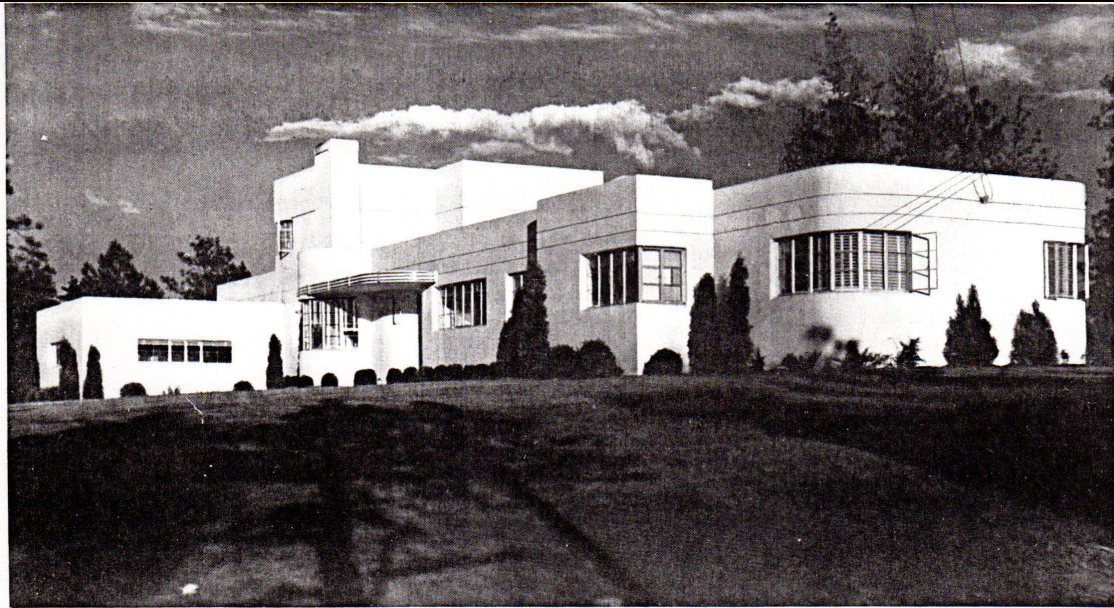
"All exposed walls were built of monolithic concrete," continues the article, "adequately reenforced with Thermax insulation provided on the inside of the walls by using it as a liner for the forms. The concrete was deposited against the Thermax as the forms were filled, and as the forms were later removed the insulating board remained to provide an excellent base for plastering."

After recording 1937 has witnessed a healthy upward swing in home building activity, Mr. Smithwick declared the architect or builder who can sense the "unmistakably definite trend toward a happy blend of beauty and utility will find a secure and definite place in today's scheme of things, as the day of modern architecture has dawned."



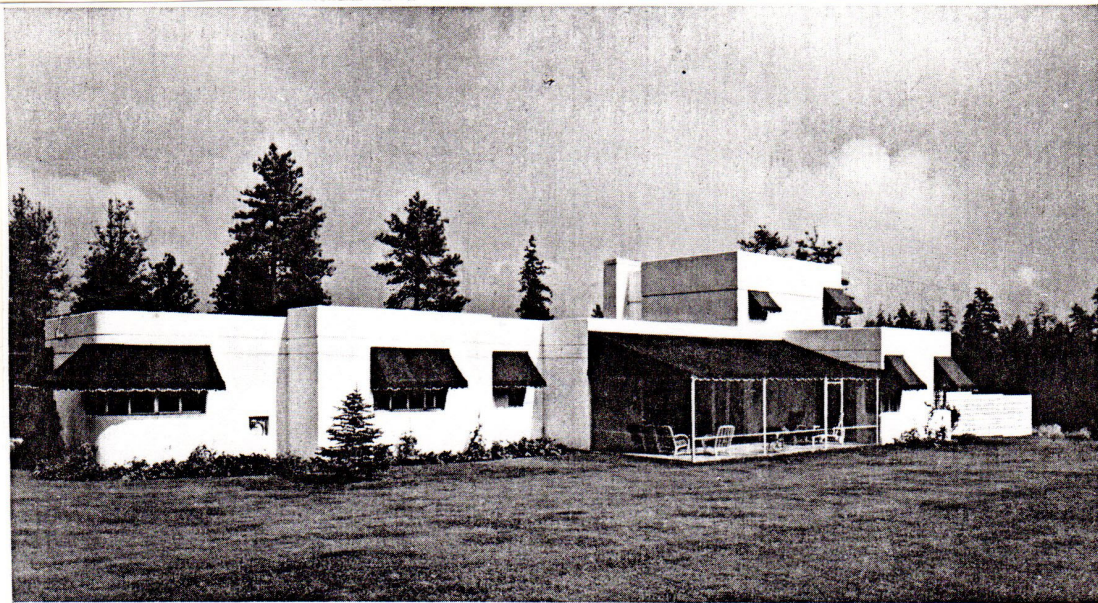
Spokane City/County Register of Historic Places Nomination  
THOMPSON HOUSE

---



"One of the finest homes in Spokane," is the local sentiment about the Kirk Thompson home, recently completed. Long an advocate of concrete construction, G. A. Pehrson, leading Washington architect, attains new laurels in the design and construction of this modern house with walls, appropriately, of architectural concrete.

North façade of Thompson House in circa 1936



South face of Thompson House in circa 1936



Spokane City/County Register of Historic Places Nomination  
THOMPSON HOUSE

*The Saturday Evening Post Magazine – Portland Cement Ad, 5 Feb 1938*

"The modern home of Kirk Thompson, a showplace of Spokane, Wash.  
G.A. Pehrson, Architect. Earl Cummings, Builder."

THE SATURDAY EVENING POST 51



*In modern mansion or conservative cottage*

# CONCRETE

GIVES BEAUTY, COMFORT,  
FIRESAFETY *and* DURABILITY



Appealing Cape Cod home of Ralph Seymour in Darien, Conn. Concrete walls and partitions, colored concrete floors and a firesafe roof. Fred J. Wallis, Westport, Conn., architect and builder.

(Top of page) The concrete home of Kirk Thompson, a show place of Spokane, Wash. G. A. Pehrson, architect; Earl Cummings, builder.

**L**IVABLE as well as lovely are concrete homes because they are warm and dry in winter—cool in summer. Their rigid strength banishes creaking, uneven floors, sticking doors and windows, sagging walls.

There's mental comfort in the knowledge that you and your family, as well as your dearly prized personal possessions and fine home equipment, are securely sheltered from storm and fire. Concrete doesn't burn or rust or decay. Termites can't eat it.

Modern concrete construction adds only a few dollars to your monthly payments and those dollars come rolling back in lower upkeep and higher resale value. Often the first cost is no greater than for ordinary construction.

CONCRETE FLOORS—sagproof, warm, quiet and comfortable—should be in every home. They end the dread of basement fires. They take any covering—such as wood, carpet, terrazzo and linoleum—different in every room if you like.

*How to get a Concrete Home*

Ask a manufacturer of concrete masonry units or a concrete contractor for the names of architects, builders, realtors experienced in concrete construction. Write us for a free booklet showing attractive concrete homes and how to build them.

PORTLAND CEMENT ASSOCIATION, DEPT. A2a-52, 33 WEST GRAND AVENUE, CHICAGO, ILLINOIS

*In scientific laboratories, and on construction jobs, the Portland Cement Association is cooperating with engineers, architects and builders to perfect ever safer, more enduring pavements . . . better homes and structures . . . better bridges, dams, sewers and farm improvements. Helpful free booklets available on hundreds of subjects.*

"G.A. Pehrson Last Rites on Monday." *Spokesman-Review*, 4 May 1968

## G. A. Pehrson Last Rites on Monday

SR 5-4-1968

Funeral services for G. Albin Pehrson, longtime Spokane architect, will be Monday at 11 a.m. at the Smith Funeral Home with the Rev. Dr. Raymond M. Moody officiating. Cremation will follow.

Mr. Pehrson, E719 Twenty-fourth, who died Thursday in a local hospital, was a resident here for 55 years and had designed several schools and hospitals and other buildings throughout the Inland Empire.

### With Cutter, Malmgren

He was representative for the firm of Cutter and Malmgren during the building of the Dav- enport Hotel. He designed several landmark buildings here, including the Review Building, the Paulsen Medical-Dental Building, the old Culbertson structure, now part of the Bon Marche Building and the present Catholic Chancery Building.

Born in Stockholm, Sweden, Mr. Pehrson was graduated from Uppsala University and attended Oxford University in England before coming to the United States.

He became a draftsman for an architectural firm in Chicago and then came here. He went into business for himself in 1916.

### Richland and Hanford

During World War II he drew up plans for the Richland and Hanford communities. He was responsible for designing such buildings as Edgecliff Hospital here and the Florence Hotel in Missoula, Mont.

Mr. Pehrson was a member of the American Institute of Architects and Associated Engineers, the downtown Kiwanis Club, the Scottish Rite Bodies, El Katif Shrine, Oriental Masonic Lodge, Spokane Club, Spokane Country Club, Hayden Lake Country Club and Manito Presbyterian.

Survivors include his wife Mrs. Bess Pehrson, and a daughter Mrs. Betty Lawrence, both at the home, and four grandchildren.



**"Kirk Thompson Taken By Death."**  
*Spokesman-Review*, 7 May 1946

## **KIRK THOMPSON TAKEN BY DEATH**

**Was Former Spokane Region  
Business Executive.**

Kirk Thompson, 49, a former Spokane resident and manager of Petroleum Products and Tidewater Transportation companies, died Saturday in an Ann Arbor (Mich.) hospital where he has been a patient since February. Funeral services are being planned in Portland, Ore., the Associated Press was told yesterday.

After owning the Thompson Cadillac company in Spokane for six years, Thompson sold it in 1932 to Eldridge Motors, Inc. He and his brother Earl invented the synchromesh transmission, now used in most automobiles.

Thompson pioneered transportation of petroleum and wheat in the lower Columbia in 1937 with a tugboat, the Mary Gall, named after his daughter now at Walla Walla. He built landing docks at Wallula, Wash.

In 1935 he built a home at E1430 Overbluff for himself and his wife, the former Elizabeth T. Trunkey, who divorced him after 10 years of marriage in 1942. His first wife whom he married in 1918 divorced him in 1928. Thompson came to Spokane in 1927. He attended Stanford and Oregon State.

Survivors beside his daughter are his mother, Mrs. Ella Thompson, and a son, Cameron, of Portland.

**"Barge Pioneer Dies in East." *Oregonian (Portland)*, 7 May 1946**

## Barge Pioneer Dies in East

**Kirk Thompson**  
Stricken on Visit

Death has ended the colorful career of Kirk Thompson, 49, Portlander who pioneered in the barge transportation of petroleum on the upper Columbia river.



Thompson died at Ann Arbor, Mich., Saturday following an illness of several months. Funeral services are tentatively set for Monday in Portland with interment in Mount Scott cemetery.

With his brother Earl, whom he was visiting at the time of his death, Thompson invented the synchro-mesh transmission which was sold to the General Motors corporation about 20 years ago.

### Oil Business Built

For a time Thompson lived in Spokane where he operated an automobile agency and built up a chain of gasoline stations and an oil distribution business in eastern Washington state.

When competition forced him to seek a cheaper means of bringing oil to the Spokane area Thompson devised a barge system. His first boat and barge were built at Seattle in 1936 and with these he made the first commercial oil haul from Portland to Attalia, Wash., now site of the largest oil distribution tank farm on the upper Columbia river.

### Barge Firm Organized

Following the initial success in the face of skepticism on the part of the oil companies, Thompson formed the Tidewater Transportation company of which he was manager and chief stockholder, being associated with J. L. Campbell and

Charles Marr. In August, 1944, he sold the company to the Shaver Forwarding company which merged the two businesses into the Tidewater-Shaver Barge Lines. The company operates the largest fleet of boats and barges on the upper Columbia.

Thompson retired from active business following the merger but acted in an advisory capacity to the new company, serving as a director. He was owner of a large ranch near the Idaho border where fine cattle and Arabian horses were bred.

### Mother, Children Survive

Survivors, in addition to his brother, Earl of Bloomfield, Mich., include his mother, Mrs. Ella Thompson, Walla Walla; a daughter, Mary Gail, Walla Walla, for whom he named his first tug boat; a son, Cameron, a student at Lewis & Clark college; a sister, Mrs. Stella Long, Attalia; and the following nieces and nephews in Oregon: Lyle Thompson, William Edward Thompson and Mrs. Pauline Field, all of Portland; Mrs. Dorothea Swanson, The Dalles, and Mrs. Vincent Smith, Medford.



Spokane City/County Register of Historic Places Nomination  
THOMPSON HOUSE

---



Photos 1 and 2: North façade of Thompson House in 2020, looking southeast



Spokane City/County Register of Historic Places Nomination  
THOMPSON HOUSE

---



Photo 3: West face of Thompson House in 2020, looking east



Photo 4: View of southwest corner at rear of Thompson House in 2020, looking northeast



Spokane City/County Register of Historic Places Nomination  
THOMPSON HOUSE

---



Photos 5 and 6: View of south rear elevation of Thompson House in 2020, looking northeast in Photo 5 and looking north in Photo 6



Spokane City/County Register of Historic Places Nomination  
THOMPSON HOUSE

---



Photo 7: View of rear southeast corner of Thompson House in 2020, looking northwest



Photo 8: View of rear southeast corner patio of Thompson House in 2020, looking northwest



Spokane City/County Register of Historic Places Nomination  
THOMPSON HOUSE

---



Photo 9: View of north façade of Thompson House in 2020



View of north façade of Thompson House in 2020



Spokane City/County Register of Historic Places Nomination  
THOMPSON HOUSE

---



Photo 10: View of living room in Thompson House from office, looking south in 2020



Photo 11: View of living room of Thompson House, looking south east into kitchen in 2020

Spokane City/County Register of Historic Places Nomination  
THOMPSON HOUSE

---



Photo 12: View of dining room in Thompson House, looking northeast in 2020



Photo 13: View of dining room in Thompson House, looking north in 2020



Spokane City/County Register of Historic Places Nomination  
THOMPSON HOUSE

---



Photo 14: View of kitchen & breakfast room in Thompson House, looking south in 2020



Photo 15: View of stairs that lead to the 2nd floor in the Thompson House in 2020

Spokane City/County Register of Historic Places Nomination  
THOMPSON HOUSE

---



Photo 16: View of hall on 2nd floor of Thompson House, looking north in 2020



Photo 17: View of 2nd floor bedroom in southwest corner of Thompson House in 2020

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

08/03/2020

**Date Rec'd**

7/22/2020

**Clerk's File #**

OPR 2020-0618

**Renews #****Submitting Dept**

HISTORIC PRESERVATION

**Contact Name/Phone**

MEGAN 625-6543

**Contact E-Mail**

MDUVALL@SPOKANECITY.ORG

**Agenda Item Type**

Contract Item

**Agenda Item Name**

0470-PACIFIC STATES ELECTRIC NOM. TO THE SPOK. REGISTER OF HISTORIC

**Agenda Wording**

Recommendation to list the Pacific States Electric Building, 122 S Monroe Street, on the Spokane Register of Historic Places.

**Summary (Background)**

SMC #17D.100.040 provides that the City/County Historic Landmark Commission can recommend to the City Council that certain properties be placed on the Spokane Register of Historic Places. The Pacific States Electric Building has been found to meet the criteria set forth for such designation, and a management agreement has been signed by the owners.

**Fiscal Impact**

Grant related? NO

Public Works? NO

**Budget Account**

Neutral

\$

#

Select

\$

#

Select

\$

#

Select

\$

#

**Approvals****Dept Head**

DUVALL, MEGAN

**Division Director**

DUVALL, MEGAN

**Finance**

ORLOB, KIMBERLY

**Legal**

PICCOLO, MIKE

**For the Mayor**

ORMSBY, MICHAEL

**Council Notifications****Study Session\Other****Council Sponsor****Distribution List**

mduvall@spokanecity.org

lcamporeale@spokanecity.org

sbishop@spokanecity.org

**Additional Approvals****Purchasing**





# Expenditure Control Form

1. All requests being made must be accompanied by this form.
2. Route **ALL** requests to the Finance Department for signature.
3. If request is greater than \$100,000 it requires signatures by Finance and the City Administrator. Finance Dept. will route to City Administrator.

Today's Date:

Type of expenditure:

Goods

☐

Services

☐

Department: N/A

Approving Supervisor: N/A

Amount of Proposed Expenditure: N/A

Funding Source: N/A

**Please verify correct funding sources. Please indicate breakdown if more than one funding source.**

**Why is this expenditure necessary now?**

**What are the impacts if expenses are deferred?**

**What alternative resources have been considered?**

**Description of the goods or service and any additional information?**

Person Submitting Form/Contact:

FINANCE SIGNATURE:

---

CITY ADMINISTRATOR SIGNATURE:

---

# **Findings of Fact and Decision for Council Review**

## **Nomination to the Spokane Register of Historic Places**

### **Pacific States Building – 122 S Monroe Street**

#### **FINDINGS OF FACT**

**1. SMC 17D.100.090: "Generally a building, structure, object, site, or district which is more than fifty years old may be designated an historic landmark or historic district if it has significant character, interest, or value as part of the development, heritage, or cultural characteristics of the city, county, state, or nation."**

- Originally built in 1928; the Pacific States Electric Building meets the age criteria for listing on the Spokane Register of Historic Places.

**2. SMC 17D.100.090: The property must qualify under one or more categories for the Spokane Register (A, B, C, D, E).**

- Eligible under **Category A** as a contributing building to the West Downtown Historic Transportation Corridor (NRHP 1999), the building possesses architectural and historical significance and integrity of material and form as described within that district.
  - Pacific States Electric Company was a major distributor of electrical appliances and goods for the region during an expansion of electrical use in the inland northwest, and as such fit the pattern of distribution centers along the historic rail corridor, but with interstate trucks as being the major mode for freight and goods movement. It is also only one of two warehouse/distribution/service buildings constructed within the North Pacific corridor in the 1920s.
  - The increasing popularity of electricity and electric appliances during the second decade of the twentieth century, as well as Spokane's role in goods distribution, are conveyed by the late 1920s appearance of the building. It was purpose-built in a location near the rail line and in west downtown Spokane, convenient for both meeting with retailers and wholesalers, as well as shipping and receiving goods.
  - The building also was used during the Cold War for a little-known function as an air defense filter center by the Ground Observer Corps (GOC). A unit of the U.S. Air Force, the center was staffed by volunteers whose duty was to observe the skies for aircraft.
- Under Category C, the Electric Building, as completed in 1928, represents one of the common building types and expressions for buildings constructed for light industry, show rooms, and warehousing. The structural expression of the brick building with pilasters, and expanses of steel sash, convey part of its purpose, while the more formal entrance provides it with a suitable presence for south Monroe Street in downtown Spokane.

**3. SMC17D.100.090: "The property must also possess integrity of location, design, materials, workmanship, and association." From NPS Bulletin 15: "Integrity is the ability of a property to convey its significance...it is not necessary for a property to retain all its historic physical features...the property must retain, however, the essential physical features that enable it to convey its historic identity."**

- The Pacific States Electric Building retains good architectural integrity in original location, design, materials, workmanship, and association. The building has had changes to the original windows as well as the original entry doors but even with these changes, the building possesses the essential physical features to convey its historic identity.

**4. Once listed, this property will be eligible to apply for incentives, including:**

Special Valuation (property tax abatement), Spokane Register historical marker, and special code considerations.

## **RECOMMENDATION**

---

The Spokane Historic Landmarks Commission evaluated the Pacific States Electric Building according to the appropriate criteria at a public hearing on 6/17/20 and recommends that the Pacific States Electric Building be listed on the Spokane Register of Historic Places.

After Recording Return to:  
Clerk of the Board  
Spokane County Commissioner's Office  
1116 W. Broadway, Room 100  
Spokane, WA 99260

**NOTICE OF MANAGEMENT AGREEMENT**

NOTICE IS HEREBY GIVEN that the property legally described as:

**LOT E OF RAILSIDE CENTER FINAL CITY BINDING SITE PLAN Z2003-52-B.S.P., AS  
RECORDED IN BOOK 2 OF SHORT PLATS, PAGE 74, UNDER AUDITOR'S FILE NO.  
529987, IN THE CITY OF SPOKANE, SPOKANE COUNTY, WASHINGTON.**

Parcel Number(s) 35192.5354, is governed by a Management Agreement between the City of Spokane and the Owner(s), Electric & Railside, LLC, of the subject property.

The Management Agreement is intended to constitute a covenant that runs with the land and is entered into pursuant to Spokane Municipal Code Chapter 6.05. The Management Agreement requires the Owner of the property to abide by the "Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings" (36 CFR Part 67) and other standards promulgated by the Historic Landmarks Commission.


Said Management Agreement was approved by the Spokane City Council on \_\_\_\_\_. I certify that the original Management Agreement is on file in the Office of the City Clerk under File No. \_\_\_\_\_.

I certify that the above is true and correct.

Spokane City Clerk

Historic Preservation Officer

\_\_\_\_\_  
Dated: \_\_\_\_\_

  
\_\_\_\_\_  
Dated: 7/15/20

### **MANAGEMENT AGREEMENT**

The Management Agreement is entered into this **17th** day of **June 2020**, by and between the City of Spokane (hereinafter "City"), acting through its Historic Landmarks Commission ("Commission"), and **Electric & Railside, LLC** (hereinafter "Owner(s)"), the owner of the property located at **122 South Monroe Street** commonly known as the **Pacific States Electric Building** in the City of Spokane.

WHEREAS, the City of Spokane has enacted Chapter 4.35 of the Spokane Municipal Code (SMC) and Spokane has enacted Chapter 1.48 of the Spokane County Code (SCC), both regarding the establishment of the Historic Landmarks Commission with specific duties to recognize, protect, enhance and preserve those buildings, districts, objects, sites and structures which serve as visible reminders of the historical, archaeological, architectural, educational and cultural heritage of the city and county is a public necessity and.

WHEREAS, both Ch. 17D.100 SMC and Ch. 1.48 SCC provide that the City/County Historic Landmarks Commission (hereinafter "Commission") is responsible for the stewardship of historic and architecturally significant properties in the City of Spokane and Spokane County; and

WHEREAS, the City has authority to contract with property owners to assure that any owner who directly benefits by action taken pursuant to City ordinance will bind her/his benefited property to mutually agreeable management standards assuring the property will retain those characteristics which make it architecturally or historically significant;

NOW THEREFORE, -- the City and the Owner(s), for mutual consideration hereby agree to the following covenants and conditions:

1. CONSIDERATION. The City agrees to designate the Owner's property an Historic Landmark on the Spokane Register of Historic Places, with all the rights, duties, and privileges attendant thereto. In return, the Owner(s) agrees to abide by the below referenced Management Standards for his/her property.

2. COVENANT. This Agreement shall be filed as a public record. The parties intend this Agreement to constitute a covenant that runs with the land, and that the land is bound by this Agreement. Owner intends his/her successors and assigns to be bound by this instrument. This covenant benefits and burdens the property of both parties.

3. ALTERATION OR EXTINGUISHMENT. The covenant and servitude and all attendant rights and obligations created by this Agreement may be altered or extinguished by mutual agreement of the parties or their successors or assigns. In the event Owner(s) fails to comply with the Management Standards or any City ordinances governing historic landmarks, the Commission may revoke, after notice and an opportunity for a hearing, this Agreement.

4. PROMISE OF OWNERS. The Owner(s) agrees to and promises to fulfill the following Management Standards for his/her property which is the subject of the Agreement. Owner intends to bind his/her land and all successors and assigns. The Management Standards are: "THE SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION AND GUIDELINES FOR REHABILITATING HISTORIC BUILDINGS (36 CFR Part 67)." Compliance with the Management Standards shall be monitored by the Historic Landmarks Commission.

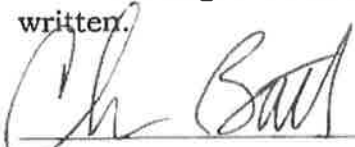
5. HISTORIC LANDMARKS COMMISSION. The Owner(s) must first obtain from the Commission a "Certificate of Appropriateness" for any action which would affect any of the following:

- (A) demolition;
- (B) relocation;
- (C) change in use;
- (D) any work that affects the exterior appearance of the historic landmark; or
- (E) any work affecting items described in Exhibit A.

6. In the case of an application for a "Certificate of Appropriateness" for the demolition of a landmark, the Owner(s) agrees to meet with the Commission to seek alternatives to demolition. These negotiations may last no longer than forty-five (45) days. If no alternative is found within that time, the Commission may take up to forty-five (45) additional days to attempt to develop alternatives, and/or to arrange for the salvage of architectural artifacts and structural recording. Additional and supplemental provisions are found in City ordinances governing historic landmarks.



This Agreement is entered into the year and date first above written.

  
Owner

Owner

**CITY OF SPOKANE**

**HISTORIC PRESERVATION OFFICER**

**MAYOR**

  
Megan M.K. Duvall

Nadine Woodward

**ATTEST:**

City Clerk

**Approved as to form:**

Assistant City Attorney

STATE OF Washington )  
County of Spokane ) ss.

On this 15<sup>th</sup> day of June, 2020, before me, the undersigned, a Notary Public in and for the State of Washington, personally appeared Chris Batten, to me known to be the individual(s) described in and who executed the within and foregoing instrument, and acknowledged that he (he/she/they) signed the same as his (his/her/their) free and voluntary act and deed, for the uses and purposes therein mentioned.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 15<sup>th</sup> day of June, 2020.



Stephanie N Bishop  
Notary Public in and for the State  
of Washington, residing at Spokane  
My commission expires 6/6/22

STATE OF WASHINGTON )  
County of Spokane ) ss.

On this \_\_\_\_\_ day of \_\_\_\_\_, 2020, before me, the undersigned, a Notary Public in and for the State of Washington, personally appeared NADINE WOODWARD, MAYOR and TERRI L. PFISTER, to me known to be the Mayor and the City Clerk, respectively, of the CITY OF SPOKANE, the municipal corporation that executed the within and foregoing instrument, and acknowledged the said instrument to be the free and voluntary act and deed of said municipal corporation, for the uses and purposes therein mentioned, and on oath stated that they were authorized to execute said instrument and that the seal affixed is the corporate seal of said corporation.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Notary Public in and for the State  
of Washington, residing at Spokane

My commission expires \_\_\_\_\_

## **Attachment A**

## **Secretary of The Interior's Standards**

**1.** A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.

**2.** The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.

**3.** Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.

**4.** Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.

**5.** Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.

**6.** Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color,

texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

**7.** Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.

**8.** Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.

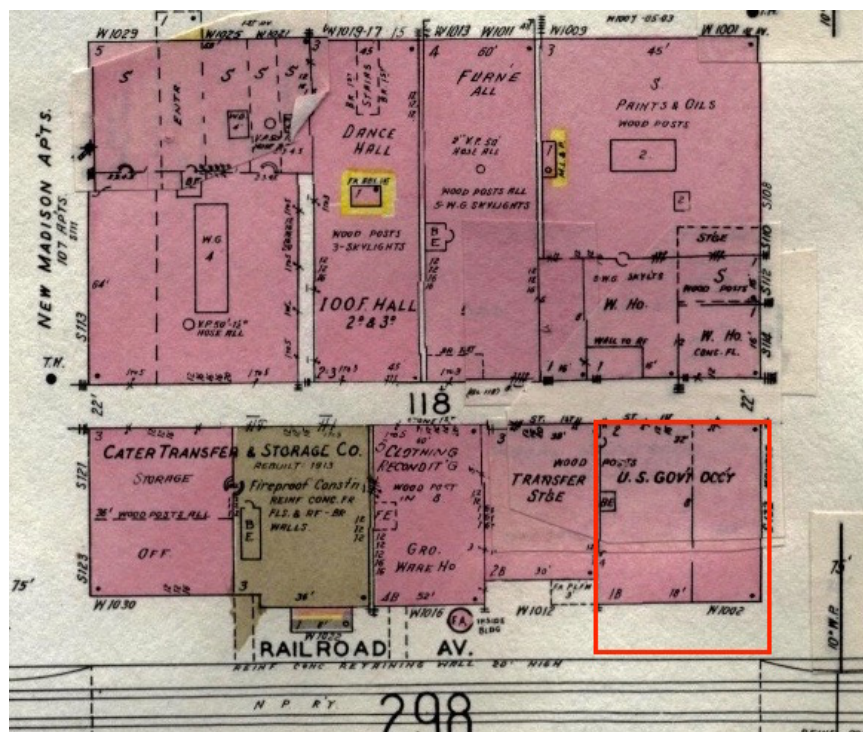
**9.** New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

**10.** New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.



# PACIFIC STATES ELECTRIC BUILDING

## 122 SOUTH MONROE STREET



SPOKANE REGISTER NOMINATION

4/28/2020



# Spokane Register of Historic Places Nomination

*Spokane City/County Historic Preservation Office, City Hall, Third Floor  
808 Spokane Falls Boulevard, Spokane, Washington 99201-3337*

## 1. Name of Property

Historic Name: Pacific States Electric Building  
And/Or Common Name: Electric Building

## 2. Location

Street & Number: 122 South Monroe Street  
City, State, Zip Code: Spokane, WA, 99201  
Parcel Number: 35192.5354

## 3. Classification

Category	Ownership	Status	Present Use	
<input checked="" type="checkbox"/> building	<input type="checkbox"/> public <input type="checkbox"/> both	<input checked="" type="checkbox"/> occupied	<input type="checkbox"/> agricultural	<input type="checkbox"/> museum
<input type="checkbox"/> site	<input checked="" type="checkbox"/> private	<input type="checkbox"/> work in progress	<input checked="" type="checkbox"/> commercial	<input type="checkbox"/> park
<input type="checkbox"/> structure			<input type="checkbox"/> educational	<input checked="" type="checkbox"/> residential
<input type="checkbox"/> object	<b>Public Acquisition</b>	<b>Accessible</b>	<input type="checkbox"/> entertainment	<input type="checkbox"/> religious
	<input type="checkbox"/> in process	<input checked="" type="checkbox"/> yes, restricted	<input type="checkbox"/> government	<input type="checkbox"/> scientific
	<input type="checkbox"/> being considered	<input type="checkbox"/> yes, unrestricted	<input type="checkbox"/> industrial	<input type="checkbox"/> transportation
		<input type="checkbox"/> no	<input type="checkbox"/> military	<input type="checkbox"/> other

## 4. Owner of Property

Name: Electric & Railside LLC  
Street & Number: 502 West Riverside, STE 103  
City, State, Zip Code: Spokane, WA 99201  
Telephone Number/E-mail: 509-217-5508/Chris@RenCorpRealty.com

## 5. Location of Legal Description

Courthouse, Registry of Deeds	Spokane County Courthouse
Street Number:	1116 West Broadway
City, State, Zip Code:	Spokane, WA 99260
County:	Spokane

## 6. Representation in Existing Surveys

Title: N/A

Date: Enter survey date if applicable  
Depository for Survey Records:

☐ Federal ☐ State ☐ County ☐ Local  
Spokane Historic Preservation Office

## 7. Description

### Architectural Classification

### Condition

- ☐ excellent
- ☒ good
- ☐ fair
- ☐ deteriorated
- ☐ ruins
- ☐ unexposed

### Check One

- ☐ unaltered
- ☒ altered

### Check One

- ☒ original site
- ☐ moved & date \_\_\_\_\_

*Narrative statement of description is found on one or more continuation sheets.*

## 8. Spokane Register Criteria and Statement of Significance

**Applicable Spokane Register of Historic Places criteria: Mark "x" on one or more for the categories that qualify the property for the Spokane Register listing:**

- ☒ A Property is associated with events that have made a significant contribution to the broad patterns of Spokane history.
- ☐ B Property is associated with the lives of persons significant in our past.
- ☒ C Property embodies the distinctive characteristics of a type, period, or method of construction, or represents the work of a master, or possesses high artistic values, or represents a significant and distinguishable entity whose components lack individual distinction.
- ☐ D Property has yielded, or is likely to yield, information important in prehistory history.
- ☐ E Property represents the culture and heritage of the city of Spokane in ways not adequately addressed in the other criteria, as in its visual prominence, reference to intangible heritage, or any range of cultural practices.

*Narrative statement of significance is found on one or more continuation sheets.*

## 9. Major Bibliographical References

*Bibliography is found on one or more continuation sheets.*

## 10. Geographical Data

Acreage of Property: Less than one  
Verbal Boundary Description: See attached  
Verbal Boundary Justification: Nominated property includes entire parcel and urban legal description.

## 11. Form Prepared By

Name and Title: Jim Kolva, Owner, et al.  
Organization: Jim Kolva Associates, LLC  
Street, City, State, Zip Code: 115 South Adams Street, Suite 1, Spokane, WA 99201  
Telephone Number: 509-458-5517  
E-mail Address: jim@jimkolvaassociates.com  
Date Final Nomination Heard:

## 12. Additional Documentation

*Additional documentation is found on one or more continuation sheets.*

13. Signature of Owner(s)

*Ch Bart*

14. For Official Use Only:

Date nomination application filed: 5/20/20

Date of Landmarks Commission Hearing: 6/17/20

Landmarks Commission decision: Approved

Date of City Council/Board of County Commissioners' hearing: 8/3/20

I hereby certify that this property has been listed in the Spokane Register of

Historic Places based upon the action of either the City Council or the Board of  
County Commissioners as set forth above.

*Megan Duvall*

7/15/20

Megan Duvall

Date

City/County Historic Preservation Officer

City/County Historic Preservation Office

Third Floor – City Hall

808 W. Spokane Falls Blvd.

Spokane, WA 99201

Attest:

Approved as to form:

City Clerk

Assistant City Attorney

### SUMMARY STATEMENT

Built in 1928 to house the Pacific States Electric Company, the building includes portions of the former Washington Machinery and Supply Company that had been expanded in 1907 and 1910. The unreinforced brick (in color tones from green to red) building fronts toward the east along Monroe Street. Railroad Alley Avenue fronts along the north side and the BNSF Railroad viaduct is across a driveway to the south. Rising from a concrete basement wall, the front façade is one-and-one-half stories in height, one story over a daylight basement. A sheet metal coping caps the low parapet wall. Symmetrically-arranged the centered, semi-circular arched entry bay, is flanked on each side by three basement/ground floor bays and four first floor bays. Brick pilasters that terminate in a brick cap intersect a brick soldier course at the tops of the window bays. The pilasters flank the entry bay and divide the façade into bays, and mark the corners. Brick soldier courses run between the pilasters at the heads of the basement and the first floor windows. Windows are single-panel fixed glass (originally industrial steel sash). The front entry features a leaded glass sunburst transom window within a voussoired brick header arch and five radiating brick rays. Invoking Classical elements, but simplifying them, the design might be termed Starved Classicism (or perhaps Electric Moderne).

Because of slope and changes in grade, the north side is two stories above grade, and the south side is one story above grade.

### DESCRIPTION OF PROPERTY

Located in the West Downtown and fronting east along Monroe Street, the building is within a string of historic warehouse and industrial buildings flanking the Burlington Northern Santa Fe elevated railroad viaduct. (The twenty-foot tall concrete viaduct replaced the at-grade Northern Pacific mainline and spurs in 1916.) On a rectangular site of approximately 8012 square feet, the building's main floor is approximately 6,075 square feet. The north façade, two-stories in height, is along Railroad Alley Avenue while the one-story south façade is opposite the BNSF elevated viaduct. The difference in north and south façade heights is related to the downward slope from south to north as evidenced along the front façade. The subject building (one story) steps out about ten feet from the south façade of the two-story former Washington Machinery building (1907-1910) that is adjoining to the west.

On the north side of the building (two stories), across Railroad Alley Avenue to the north, is a parking lot and the historic Montvale Hotel (1899, SRHP) and the U.S. Rubber Building (1911, SRHP) to the northwest. Further west of these buildings are the 1909 Odd Fellows Lodge (1910, SRHP) and the Madison Hotel (1906, SRHP). The buildings that are across the alley front onto First Avenue. Monroe Street forms the eastern boundary of the block with First Avenue on the north, Madison Street on the west, and the elevated viaduct of the BNSF Railroad (formerly Northern Pacific) on the south. Originally, the south boundary prior to construction of the viaduct was Pacific Avenue and the Northern Pacific Railroad main line and spurs that served the warehouse district.

On a lot that extends to the BNSF viaduct, the building is setback about 26 feet with the intermediate area used for driveway and parking. The building is about 80 feet wide and 75 feet in depth, with a footprint of about 6000 square feet. The western property line is at the juncture of the adjoining Washington Machinery building which had been incorporated into the subject building when constructed in 1928; and the north property line is on the building line along Railroad Alley Avenue.

### **East Façade-Front**

Fronting along the east side of Monroe Street, the building rises from a concrete basement wall to a height of one-and-one-half stories—one story over a daylight basement. The wall is clad in a variegated—with a color range from green to red-rug-face-textured brick in running bond. The centered, semi-circular arched entry bay is flanked on each side by three basement/ground floor bays and four first floor bays in a symmetrical arrangement. Projecting brick pilasters divide the façade into window bays and mark the corners. They are terminated by a narrower brick capital that intersects with brick soldier courses run between the pilasters to the corners at the heads of the basement and the first floor windows. The pilasters that separate the window bays project one header course forward of the wall plane on both the concrete foundation and main brick wall. Brick soldier course run between the pilasters to the corners at the heads of both stories of windows. A sheet metal coping caps the low parapet wall.

The front entry, two concrete steps above the sloping grade, is framed on each side by stacked single brick headers that transition into the intrados of the semi-circular arch framing the entry bay. The arch encompasses the door assembly and a leaded glass fan-light. The door assembly is composed of a modern single, bronze-anodized aluminum-frame, glass panel door, aluminum-framed vertical single-panel sidelights that rise to the cross bar at the top of the door, and a three-section fixed-glass panel transom window, divided correspondingly with the door and sidelights. “S122” is in the middle panel. Above the door assembly is the original semi-circular-arched leaded glass fanlight framed with wood. The arch is a standard row-lock one formed by three rows of brick header voussoirs inset with five radiating three-brick soldier courses that projects the sunburst pattern of the leaded glass transom window (twelve segments). (One brick at the keystone position is missing.) Affixed to the pilasters that frame the door bay are octagonal milk-glass lanterns.

The window bays are flat arches framed with brick soldiers across the header, brick headers along the jambs and at the first floor level, and slightly projecting vertically-orientated brick headers as sills. The windows are single-panel fixed glass (originally industrial steel sash) set only about two-inches into the wall. The upper, first floor windows differ slightly on the north and south sides of the entry bay: the north side windows are fixed with no sash division, while the south side windows include an upper section of internally divided lights—one row with five lights divided by metal mullions. The basement windows are shorter in height and are fixed single glass panels. A concrete “plug” fills the gap between the tops of the brick sills and the bottoms of the metal frames. The basement/ground level windows are framed identically except that the sill is the top of the concrete basement foundation wall

The corners are articulated by a single brick table at each corner that projects beyond the pilaster base—perhaps suggesting a capital. Three two-stretcher courses align with the soldier course and are capped with a projecting brick table slightly inset from the lower corner tables.

### **North Façade**

The north façade fronts along Railroad Alley Avenue with the west end wall joining with the adjacent Washington Machinery building (of which it was once a part). The wall is in three segments that reflect the additions to the Washington Machinery building and final form of the Pacific States Electric building in 1928. The wall segments are flat without projections or significant detailing. From front (east) to rear, a two-story wall segment continuing the rug-face



brick and coursing pattern of the front façade wraps the corner and extends about twelve feet westward. The concrete foundation (about 34 inches high) is revealed on the north side only in its twelve to sixteen-inch thickness before transitioning to basalt rubble. A 20-inch square, 9-foot tall brick chimney marks the juncture with the next wall segment into which it merges.

The second wall segment, approximately 20 feet in length, rises from a one-story random-pattern basalt rubble basement wall which extends to and through the adjacent Washington Machinery building. The wall is red brick in common bond, headers every seventh course. Two windows openings are on the second floor and two in the basalt basement wall. This segment meshes with, by fingering into, the yellow-painted red brick wall segment, about 42 feet in length which, in turn, is embedded in the wall of the three-story Washington Machinery building to the west.

The red brick wall segment and the yellow-painted brick wall segment differ in the size and configuration of the window openings. In both segments, however, the openings are along the same second floor sill line. Within the easterly red brick segment, the original window openings are narrower and shorter in height than those of the yellow wall. Flat steel bars support the row of brick stretchers that form the flat arches. The jambs are undifferentiated from the wall plane, and the slightly projecting brick header sills are within the jamb lines of the openings. As with the south facade, concrete plugs fill the gap between the bottoms of the steel-frame glass panels and the top of the brick sills. The windows of the second floor are fixed obscured glass (pebble pattern) and are set two inches into the wall.

The easterly basalt wall section has two vertically-aligned window bays within flat arches formed by a single row of brick headers at the juncture of the brick wall of the second story. Deeply set into the basalt opening--about 12 inches--the sash is steel with six lights, two-by-three. The upper section of four lights pivots horizontally on shoulder bolts with the bottom opening out. The sash is set on a formed concrete sill and it appears that the opening at one time may have extended below the sill level.

Within the yellow wall segment are six window openings--four equally spaced and two paired. These windows, as presently configured, are approximately 16 inches taller and 6 inches wider than the easterly wall segment and are also within flat arches. These windows, however, have been reduced in original height by filling in the segmental arches, a reduction of about 10 inches. The existing flat arches are supported by flat steel bars supported by triple brick headers on each side of the jamb with a row of brick headers along the top of the bar to form the window head which also extends three headers beyond the jamb line. The embedded segmental arch is formed by three rows of brick header voussoirs. The sills are slightly projecting brick headers that extend one header outside the jamb line. As previously described, there are concrete plugs filling the gap between the bottoms of the steel-frame sash and tops of the brick sills. Each of the windows is fixed single-panel clear glass that is set only about two inches into the wall.

At ground level, a former segmental arch loading door bay is at the juncture of the red and the yellow-painted wall segments. Within jambs formed by the basalt basement walls, the door assembly is set about 12 inches into the wall. The wide segmental brick arch that springs from the corners of the basalt and embeds in the brick wall is composed of four courses of brick header voussoirs. The double pedestrian door is wood-frame with glass-panels and vertically-oriented narrow glass panel sidelights. Low recessed wood panels with vertical bead board are within the door frames below the glass panels. Between the entry and the west end, there are four window openings in the basalt wall. Like the door bay, the jambs are within the basalt and the segmental

arches spring from the basalt into the brick of the upper story. The industrial steel sash is set about 12-inches into the wall opening and is divided into 12 lights--the top and bottom rows of three lights are fixed; the middle section of six lights pivots on shoulder bolts with the bottom opening out. The sills are concrete as are the spandrels within the arch segments. The four westerly second floor windows are aligned over those of the ground floor. The two easterly windows are aligned with one over the middle of the entry bay and the other aligned with its east edge over the west edge of the entry bay.

One wrought iron balcony, identical to those of the adjacent Washington Machinery building, is below the two westerly windows, but both windows are fixed and appear to have no access to the balcony.

### **West Façade**

Except for a ten-foot wide wall section that extends to the south, the west façade adjoins the taller Washington Machinery Building and is not visible. The red brick wall section is in common bond with a row of headers every seventh course. Rising from a concrete foundation wall, with a soldier course at the window heads of the south façade, the wall terminates in a low parapet wall capped with a brown-painted sheet metal coping.

### **South Façade**

Facing the elevated Burlington Northern Santa Fe railroad viaduct, the flat, common-brick south facade rises from a concrete basement wall at loading platform level and terminates in a parapet wall that is capped by a brown-painted sheet metal coping. The parapet wall steps down about twelve inches from west to east in the eastern one third of the wall.

The brick wall is in common bond with a header row at every seventh course. At the east end, the face brick of the front façade wraps around the corner approximately 18 inches. Other than window and door openings the only detailing is a corner-to-corner brick soldier course along the window heads, and brick header courses extending from and supporting the steel headers of the two loading doors. Within the one-story wall, from east to west, are three equally-spaced window bays, two window bays filled-in with concrete blocks, a former loading door converted to a pedestrian door with sheet metal side panel, two window bays, and a former loading door converted to a window. The sills are slightly projecting brick headers angled down and within the jamb line. Apparently, the steel-frame sash did not fit the original openings since four-inch concrete plugs run from jamb to jamb filling the gap between the sills and the bottom of the sash. The windows are single-panel glass that replaced the original industrial steel sash.

Rusted steel angle-iron, about 33-inches high, protect the outside corners of the former loading doors which are about seven-by-seven-feet in size. The easterly opening contains a black-painted metal-frame glass-panel pedestrian door with a glass sidelight on the east side and a steel panel on the west side. The door is approached by six concrete steps to a solid concrete platform that extends about two feet to the south in a triangular point that angles to the west. A steel pipe rail is along the outside edge of the steps and landing platform. The westerly loading door is filled with a single-glass panel within a black-painted metal frame.

### **Interior**

#### **Basement/First Floor**

The basalt rubble basement/first floor of the south side is inset about ten feet from the outside brick wall and its concrete foundation. This is likely the basement wall and foundation of the original

Western Machinery Building when it was extended to the east and Monroe Street in 1910. During the 1928 construction of the Pacific States Electric building, a new south wall was built that extended about ten feet from the original building. [Note: the basement which is exposed as a foundation wall on the south façade, is the first or ground floor basalt rubble wall on the north façade.]

The basement level is divided into two spaces, one of which extends into the adjacent Washington Machinery building. A dance studio is in the southern half and a restaurant is in the northern half. Access is provided by the main building entry on the east side. Two exterior steps provide access to the door through which is a stair landing within a glass-wall atrium with glass panels on both the basement and second floor levels. A straight run of eleven steps, centered in the entry atrium, ascends to the upper level, and narrow flanking stairs descend in seven steps to the basement floor level. In the lower level is the dance studio on the south side and the restaurant on the north side. Both spaces reveal wood post and beam structure. The dance studio also exhibits exposed floor joists in the ceiling while the restaurant has sheetrock ceilings. Also, within the dance studio, a segment of the original basalt rubble basement wall is visible along the south side. Floors in both spaces are wood, and walls are sheetrock. There are three tenant spaces on the upper level, one on each side of a wide hallway, and one at the west end.

The basement as the first floor/lower level on the north side of the building opens to Railroad Alley Avenue with an entry near the middle of the building. The double doors open to a concrete landing with a landing that accesses the restaurant to the east and a brew pub to the west.

On the south side of the building is a single door entry approached by concrete steps and an angular loading platform. The door opens to an office in the southwest corner of the 1928 building wing. This office is separated from the spaces that are accessed from the main east side entry.

A metal-clad penthouse, about 25 feet by 25 feet is on the roof at the west end of the 1928 building set back about 15 feet from the south parapet wall.

#### ORIGINAL APPEARANCE & SUBSEQUENT MODIFICATIONS

The Pacific States Electric building, constructed in 1928, was an expansion and reconfiguration of the easterly portion of the original Washington Machinery & Supply Company that had been last expanded in 1910. The original building was separated into two segments in 1928 and as evidenced by the east (front) and south facades embedded into the new building. The north façade of the original building was essentially retained during the expansion.

In the construction of the 1928 building, the south wall of the new building was extended about ten feet from the south wall of the original 1907-1910 building as evidenced by a change in height and brick type. A new front façade was designed by architects Wells and Bertelsen and differentiated by the rug-face brick and pilasters. This new front wrapped the northeast corner and extended into the north façade of the original building for about twelve feet.

The two-story section as depicted in the 1958 Sanborn map was 75 feet in length (east to west) by 80 feet wide (north to south). The window sash and the doors on the south and east facades of the

building were modified around 2005. The lower level of the north façade, within the basalt rubble wall section retains the original industrial steel sash windows.

A photo of the original entry showed double wood-frame glass-panel doors above which was a fixed single-light transom window and the existing fan light. (Libby, 1928) Historic photographs also indicate that a long sign band was placed on the parapet on the Monroe street façade.

## **SECTION 8: STATEMENT OF SIGNIFICANCE**

### **Areas of Significance**

**Category A - Broad Patterns of Spokane History, Trade and Commerce**

**Category C – Architecture**

**Significant Date – 1904, 1907, 1928 (Construction and enlargement)**

**Architect – Wells and Bertelson (1928 portion)**

**Owner and Builder – Eugene Enloe, Owner contracted builders Alloway & Georg**

### **SUMMARY STATEMENT**

Although the West Downtown nomination misnames the Electric Building as the Washington Machinery & Supply Building, the building at 122 South Monroe is designated as contributing to the National Register District. (It should be noted, however, that the Washington Machinery building at its greatest extent after a 1910 expansion extended to Monroe Street and portions of that original building are included within the Electric Building.) The building retains the character-defining elements as described in the nomination:

This simple two-story square brick warehouse has components from two different periods. The whole has a flat roof and one prominent chimney at the north elevation. The façade, the newer portion, which sits on a poured concrete foundation, is sheathed in a variegated novelty brick. The façade features nine bays with new show windows arranged on either side of a central entry and bay, the bays are divided by slightly projecting piers which end at the second floor windows. The central arched entry features some radiating brick detail. The rear portion of the building is of older brick on an uncoursed basalt foundation. Irregular windows, most of which have been replaced or filled with concrete were originally segmentally arched with brick voussoirs, typical of the utilitarian brick structures in the district.

The building is within an historic corridor of warehouse buildings that runs from Division to Cedar streets in the downtown core. Both sides of the 1916 elevated Northern Pacific railroad viaduct between the flanking alleys were lined with two-to-three story red brick buildings that were built to support the Northern Pacific Railroad and Spokane's position as a regional distribution center. Although the building, particularly in its origin as the Washington Machinery & Supply building, is a part of that corridor in that the rear portion served as a warehouse, the building, constructed in 1928, was not a railroad dependent use. It did not have a direct connection to the railroad viaduct, but may have been able to use the loading platform and freight elevator of the next door Washington Rubber Building. None-the-less, Pacific States Electric company was a major distributor of electrical appliances and goods for the region during an expansion of electrical use in the inland northwest, and as such fit the pattern of distribution centers along the historic rail corridor, but with interstate trucks as being the major mode for freight and goods movement. It is also only one of two warehouse/distribution/service buildings constructed within the Northern Pacific corridor in the 1920s; the other being the Wells Chevrolet Service building in 1926.

### **Significant under Category A – Historical Significance**

Eligible under Category A as a contributing building to the West Downtown Historic Transportation Corridor (NHR 1999), the 1928 Pacific States Electric Building (Electric



Building) possesses architectural and historical significance and integrity of material and form as described within that district nomination. As an industrial/warehouse building, one of two constructed in the Northern Pacific rail corridor in the 1920s, the building represents the position of Spokane as a regional distribution center with the use of rail and truck.

The building also represents the transition in use and form of a building originally built by the expanding Washington Machinery and Supply Company for manufacturing and warehousing. The 1928 building, however, retained elements of the Washington Machinery building; hence it exhibits both eras of construction. A new front (east) façade and expansion to the south incorporates the structure and walls of its predecessor. The internal structure and north facade possess the character of the original railroad warehouses built along the Northern Pacific tracks between 1900 and 1910: basalt rubble foundations/basement wall, wood post and beam structure, unreinforced red brick walls in flat plain facades, segmental arch windows and flat roof.

The historic significance is the role the building, this location, and this company in particular played in Spokane's role as a goods distribution center for the inland northwest. The increasing popularity of electricity and electric appliances during the second decade of the twentieth century, as well as Spokane's role in goods distribution, are conveyed by the late 1920s appearance of the building. It was purpose-built in a location near the rail line and in west downtown Spokane, convenient for both meeting with retailers and wholesalers, as well as shipping and receiving goods.

The building also was used during the Cold War for a little-known function as an air defense filter center. A unit of the U.S. Air Force, the center was staffed by volunteers whose duty was to observe the skies for aircraft. Originating in WWI, the Ground Observer Corps (GOC), worked in WWII and the early years of the Cold War. "...the nation's air warning system lay largely in the hands of the corps, a US military adjunct composed almost entirely of volunteers, intently studying wall charts and model airplanes to memorize the characteristics of "ours" and "theirs." (Callander, 2006)

They manned search towers and bare rooftops equipped only with binoculars. Through the war years and most of the 1950s, GOC members spotted and plotted the movements of potentially hostile aircraft. After WWII ended, operations were scaled back but with the rising Soviet and Chinese threats, in February 1950, the commander of the Continental Air proposed a revised Ground Observer Corps with 160,000 civilian volunteers operating 8,000 observation posts. By 1951, some 210,000 volunteers and 26 filter centers were operating. By the late 1950s, radar would replace humans with binoculars. In July and September 1957, the main Distant Early Warning (DEW) Line and, the North American Aerospace Defense Command (NORAD) was established. In January 1958, the Ground Observer Corps was reduced from 24-hour ready-reserve status. A year later it was inactivated. (Callander, 2006) The building was the last place in which this group operated.

### **Significance under Category C – Architectural Significance**

The Electric Building, as completed in 1928, represents one of the common building types and expressions for buildings constructed for light industry, show rooms, and warehousing. The structural expression of the brick building with pilasters, and expanses of steel sash, convey part of its purpose, while the more formal entrance provides it with a suitable presence for south Monroe Street in downtown Spokane. The architectural firm of Wells & Bertelsen provided

Eugene Enloe and the Pacific States Electric Company with an appropriate and pleasing facility, demonstrating the economy of using parts of an existing building on the site for the north wall.

The front façade of the 1928 Pacific States Electric Building introduces a more contemporary look to invite the public into its displays of the latest in electrical equipment and appliances thereby functioning as both a showroom and sales office, as well a warehouse. The 1928 rebuild and expansion, used poured-in-place concrete foundations, flat arch window and door openings, and a more elaborate front with a variegated rug-face brick façade, a decorative sunburst transom window over the main entry with brick rays that radiate through the brick arch. Suggested Classical elements with brick coursing, articulated pilasters, and stylistic capitals allude to the historic past while pushing the building into contemporary design, much as electricity and the appliances within were modernizing the tools of the home.

The building, built with a common material – brick – exhibits a textured face brick on the Monroe Street façade, another way in which it acknowledges its west downtown location and a higher function than its neighboring warehouses. The termination of the pilasters with a set back and top edge covered with a wider brick unit as a cap. The termination of the pilaster and using soldier courses at flat-arched window heads allude to Classical design composition. That, plus projecting header sills is how one built with brick, and is both functional and somewhat decorative. The central entrance, providing access to both levels, is vertically extended by the transom, fanlight, and decorative rowlock arch with radiating brick to fill the central bay of the façade.

The manner in which the Electric Building, particularly the Monroe Street façade, represents industrial building design of the late 1920s, its finesse with the entrance suitable for South Monroe Street, and its high degree of historic integrity enable it to convey a time and place of light industrial building design in Spokane.

### **Historical Context**

The historical context for Spokane has been included in several National and Spokane Register nominations, including West Downtown Historic Transportation Corridor (WSU, 1999) and the East Downtown Historic District (Woo, 2003), both National Historic Register multiple-property listings: thus, the Spokane historic context discussion is abbreviated.

The Spokane River and its falls had long been a gathering place for Native American tribes. It also attracted white settlers, J.J. Downing and family, and S.R. Scranton who established a claim at Spokane Falls in 1871. James N. Glover and Jasper Matheney would follow and purchase the claims of 160 acres and the sawmill from Downing and Scranton. Early industry would use the water power for milling and sawing lumber and to generate electrical power. The settlement would grow slowly until the railroad entered the city.

The Northern Pacific Railroad arrived in Spokane Falls in 1881, the year of Spokane's incorporation, and with the connection of the eastern and western branches in 1883, transcontinental service through Spokane Falls was established. Spokane continued to grow as a regional shipping and distribution center through the 1880s. Between 1886 and 1889 the population increased from 3,500 to 20,000 people. Although suffering a set back by the fire of August 4, 1889, which destroyed approximately thirty-two blocks of the business district from the railroad tracks to the river and from Lincoln to Washington Streets, the city quickly rebounded as new brick buildings rose from the ashes. The devastation wrought by the fire resulted in a city

ordinance to reduce fire hazard, leading to brick and terra cotta becoming the dominant building materials of the rebuilt downtown.

When Spokane businessmen rebuilt the downtown after the fire, the business district would spread east to Division Street and follow Monroe Street across the river. Sanborn Fire Insurance maps from 1891, 1902, and 1910 show a marked increase in the building of commercial buildings in the east downtown. Frame dwellings gave way to brick commercial buildings and street frontages began to solidify. Among the property types and businesses that were prevalent were hotels, lodging houses, saloons, banks, drug stores, and restaurants. They were built to meet the needs of a rapidly growing population.

Generally, warehouses cropped up along the Northern Pacific rail corridor between the two alleys bracketing the tracks. In the blocks south of that warehouse district were shops and two-to-three-story apartment buildings and hotels. These apartment blocks ran along Second and Third avenues, and the cross streets including Post, Howard, Stevens, and Washington as they advanced up the lower South Hill.

According to the United States Census, Spokane's population exploded from 36,848 to 104,402 between 1900 and 1910. According to architectural historian Eugenia Woo (2003):

This growth mirrored the population expansion of the state that saw its greatest increase in the same decade. Many people moving to Washington settled in the state's three largest cities: Seattle, Tacoma, and Spokane. Various industries rapidly developed and with it a demand for more buildings. Most of the city's urban downtown skyline was created from about the late 1890s to 1912 with the construction of office buildings, banks, hotels, department stores and other commercial buildings. As author John Fahey describes, Spokane, which had put up 675 new structures in 1900 as migration accelerated, built 1,500 to 1,900 buildings a year from 1904 through 1909.

The economic boom and population expansion of approximately the first fifteen years of the 20th century was short-lived. Growth in both areas in the next decade slowed considerably. By 1920, the population of Spokane was only 104,437, an increase of only 35 people from 1910. Investors soon realized the city was overbuilt. The region it served (the Inland Northwest) was not able to sustain the city and keep pace with the speculative growth. By 1950, the population had increased by only 50,000.

### **The Railroads and their Influence on Industry, Commerce, and Labor**

The story of industry, commerce, and labor in Spokane is tightly interconnected with the coming of the railroads. The Northern Pacific Railroad (NP) came to Spokane in 1881 with the connection to cross the continent in 1883. During the next two decades, several Northern Pacific branch lines were built through the region, establishing Spokane as a hub, to serve the farming, lumber, and mining areas of the Inland Northwest. Additionally, the Union Pacific (UP), Great Northern (GN), and the Chicago, Milwaukee, St. Paul & Pacific (MILW) came through Spokane on their way to the west coast. By the turn of the century, eight railroads converged in Spokane making the city a major transportation center.

Spokane's proximity to abundant natural resources in mining, lumbering, and agriculture was a great catalyst in transforming Spokane into the major distribution center of the Inland Northwest. The prospect of finding gold, silver, lead, copper, zinc and other minerals drew men to the area seeking their fortune. Spokane became a principal distribution point for equipment and supplies. Miners patronized Spokane's mining outfits, hotels, saloons, restaurants, and gambling halls before and after setting off to the mines. Many who made their fortune from the mines settled in Spokane and helped build the city.

Among the industries that began to rise at the turn of the 20th century was the lumber industry. The arrival of the railroads lowered lumber shipping rates in 1894, thus allowing mills to ship lumber farther. Forests in the Great Lakes region of the Midwest had been depleted and the Great Lakes lumber barons looked elsewhere for mature forests. Western states and railroads solicited these lumber barons to deforest their lands to increase commerce. Like any other industry, the timber industry saw cycles of boom and bust. By 1930, the timber industry had declined significantly.

The Washington Machinery and Supply Company carved its business niche in the lumber industry. In March 1903, the Spokane Daily Chronicle reported that the new owners of the company, Messrs. George H. Wright and William Aitchison already had five cars (rail) of new goods coming from the east. They were in the business of manufacturing and distributing equipment for lumber mills, mills that would produce the lumber that would, in turn, be shipped back to the east coast.

Railroad connections to eastern markets and to the west coast allowed Spokane suppliers to fill a demand for lumber products that contributed to the increasing growth of Spokane. Flour was shipped to such diverse ports as Liverpool, New York, or Tokyo. Livestock and meat also moved out of Spokane. The city grew as both a market for goods and a regional supplier.

While the railroad was certainly the heart of much of Spokane's early industrial life, it could not be determined if the warehousing and distribution of electrical apparatus and appliances made use of the railroad. Although at the grand opening of the new building, the company president D. E. Harris commented: "The building has Northern Pacific trackage on the south and an alleyway on the north." (SDC, 9/29/1928) Since the rails were elevated and there were no at-grade spurs in this location, the only access would have been via the overhead bridge that connected the viaduct and the neighboring Washington Rubber building. Since the concrete loading docks alongside the intermediate Washington Machinery building connected the buildings, it may have been possible to bring GE electrical supplies into the building from the NP line. The concrete dock that currently exists was used by trucks for Spokane region distribution.

Per the West Downtown nomination, the warehouse symbolized the commercial age, particularly in association with the railroad corridor that crossed Spokane's downtown business district. The twenty-five warehouses within the district served as receiving and distributing points for a continuous supply of manufactured goods arriving and leaving by train. Spokane's West Downtown Historic Transportation Corridor exemplifies that development. Most of the district's buildings that face the Northern Pacific Railroad were built between 1891 and 1911 as railroad dependent businesses. They are framed two-to-four-story brick warehouses and factories, many of which stand on uncoursed basalt foundations. Most were designed in a utilitarian style characterized by recessed segmental-arched windows and openings and simple corbelled brick

that served as limited ornament. Later warehouses were concrete with industrial metal sash. Freight platforms or loading docks connect many of the warehouses at second story level to the elevated railroad grade that was constructed in 1916.

In themselves as individuals, these vernacular brick warehouses are humble working-class buildings and not distinguishable as architectural masterpieces. They are simple in material, form and detailing, and were for the most part, purely functional.

The Pacific States Electric (PSE) building was essentially built on the foundation and structure of the original Washington Machinery and Supply Company (WM&S) building. The front façade and the south façade were added in the 1928 construction of the PSE building—the building was extended with new walls and concrete foundation to the south about ten feet from the underlying WM&S building. The front façade, south façade, and a twelve-foot segment of the north façade were constructed as a new building. The two westerly segments of the north façade of the building had been built in 1907-1910 as the WM&S company. The western segment is a characteristic railroad warehouse with basalt foundation and wall, red brick (painted yellow) and segmental arch windows. This was incorporated into and became the warehouse portion of the Pacific States Electric building.

The warehouse building served as a transfer point for materials shipped into Spokane via the Northern Pacific Railroad to serve the market of Spokane and the Inland Northwest. Although the window sash on the second floor of the front façade (north) and the rear façade (south), the building retains its fundamental character and is recognizable as described in the nomination: basalt foundations, red brick walls, segmental-arch window openings, railside concrete loading dock, and main dockside loading doors. Again, the building is significant under Category C as a specific example of a rail corridor warehouse as described in the West Downtown Historic Transportation Corridor nomination.

The Northern Pacific (NP) rail corridor extended between and parallel to the alleys between First and Second Avenues in a swath through downtown Spokane. The NP owned the land, through a land grant, between the alleys and leased it to the owners of the buildings along the corridor. The railroad encouraged the construction of warehouses and industrial buildings along the corridor since these businesses would provide revenue to the railroad through the leases as well as the freight charges. Typically, the NP (and subsequently the Burlington Northern, and Burlington Northern Santa Fe) entered into what amounted to month-to-month leases for the land. The buildings were owned by private individuals, mostly those using them for business. The railroad lease provided that the building owners would vacate the land (remove the buildings) with thirty-days-notice, if requested by the railroad on termination of the land lease.

Even before arriving in Spokane, a full page ad for Pacific States Electric Company and its General Electric products was displayed in the May 11, 1922 edition of *The Spokesman-Review*. Spokane was listed along with other major west coast cities, San Francisco, Los Angeles, Oakland, Portland, and Seattle as a distributor of electrical equipment.

The growth of electrical power in the northwest and Pacific coast was being touted by Mr. T. E. Bibbins of the Pacific States Electric Company during a visit to Seattle. “POWER DEVELOPMENT MARVEL” reported *The Spokesman-Review* on August 26, 1923.



The electrical development of the Pacific coast is the wonder of the world, according to Tracey E. Bibbons [sic] of San Francisco, president of the Pacific States Electric company, who is visiting Seattle.

"In 1910 there were produced in Washington, Oregon and California 1,690,000,000 kilowatt hours of electric energy," Mr. Bibbins said. "In 1922 there has been developed and consumed in these three states slightly more than 6,000,000,000 kilowatt hours. No such record of increase in proportion to population can be found anywhere else on the face of the earth. Construction now in hand and projected will double the 1922 capacity by 1930.

"While the east is still struggling against laws prohibiting interstate transmission of energy, the west coast has actually constructed and put into operation a super-power line that makes all the power created in all the Coast states available at any one city or town where an unusual demand, either temporary or lasting, may develop.

As a precursor its entry, *The Spokesman-Review* would report on September 14, 1923 that Pacific States Electric Company planned to bring \$100,000 in stock to Spokane and invest in a new warehouse. "Power development in the Inland Empire with the resulting possibilities for selling electrical equipment has decided the Pacific States Electric company to lease a warehouse at Spokane..."

According to the report, Mr. T. E. Bibbins, of San Francisco and president of the company was in Spokane to announce the plans. He explained that the company has an investment of \$3,000,000 on the Pacific coast and that he could foresee the growth of the electrical business in the Inland Empire and his firm's local branch growing with it.

The Pacific States Electric company distributes the General Electric wiring devices and supplies, Hurley Machine company electrical household appliances, Edison Maxda lamps, Hot Point appliances and the products of the Radio Corporation of America.

The company has warehouses at San Francisco, Los Angeles, Oakland, Portland and Seattle, and is one of the largest electrical supply jobbers on the entire Pacific coast, according to Mr. Bibbins.

In October 1923, the *Spokesman-Review* reported that Pacific States Electric Company had entered into a five-year lease with the Lewis & Staver Company, taking a 33x110-foot room in their warehouse. \$5,000 would be spent building a sheet iron loading platform through the roof and the rear end of the room would be double-decked with offices in the front. The *Spokane Daily Chronicle* followed in November by an article stating: "As a result of extensive developments of hydro-electric energy in the northwest..." Pacific States Electric opened an office and warehouse at S122 Lincoln Street.

In recounting the year just past, the *Spokane Chronicle* reported: "Year Sees 16 New Industries." Among those new companies, having invested upwards of \$1,000,000 in Spokane during 1923, "Perhaps the largest single industry to locate in the city during the years is the Pacific States Electric company of San Francisco." Spokane was made a branch territory with a stock investment of \$100,000.

The Pacific States Electric Building and the Wells Chevrolet Service building were only two buildings constructed in this warehouse corridor in the 1920s. Most of the new buildings in this district, but not within the Northern Pacific ownership between the two alleys, were automobile related and included Wells Chevrolet, Eldridge Buick, Regal Brothers Dodge Plymouth, and Northwest Truck Transport.

The Pacific States Electric building was developed by Eugene Enloe, a Spokane Capitalist engaged in mining, electrical distribution systems, and banking. He served as president of the Washington Trust Bank and retired from the bank to manage its many financial interests in the Spokane region. Enloe was heavily involved in the early electrification in eastern Washington and foresaw the growth of the electrical appliance and supply business to meet the growth demands of the new northwest industry. He built a modern building from which General Electric and its subsidiary, PSE could vend and store its wares.

Enloe engaged the firm of Wells and Bertelsen to design his building. Wells moved to Spokane around 1914 after a successful design career in Oklahoma City, and Bertelsen had established his career as a draftsman for the firm of Cutter & Malmgren office and after Cutter moved to California took over the firm. The Electric Building was early in Bertelsen's career, four years after attaining an architect's license. He would go on to design the City of Spokane Water Department Warehouse at Hamilton and Foothills (also a Starved Classical building) in 1940. Wells, after teaming with John K. Dow on the Art Deco Rogers High School (NRHP, 1932) would move on to Seattle, and Bertelsen would reach prominence in Spokane with designs of the Shriner's Hospital and the Spokane Coliseum (Moderne, razed) in 1954 with Whitehouse and Price.

In 1928 the Pacific States Electric Building was constructed, and the three-story Washington Machinery & Supply building was reduced to its current footprint. The *Spokane Chronicle* reported on Saturday, September 29, 1928 that "ELECTRIC FIRM IN NEW HOME." The new Pacific States Electric Building would hold its formal opening the following Monday in their new building at S122 Monroe Street. Mr. D.E. Harris of San Francisco, company president and Harry B. Rogers, local manager, would host the event.

"This expansion to larger quarters is gratifying," said Mr. Harris today. "I feel that the success of our business here can be attributed to results obtained through our advertising campaign in the Chronicle and other newspapers, as well as to our careful selection of merchandise and the natural expansion of the electrical business throughout the country following continued inventions and improvements.

"Our new office and warehouse building here has some 12,000 square feet of floor space, almost as much as the total floor space occupied by the company up and down the coast 15 years ago."

The new building was erected by E.C. Enloe, local capitalist. Alloway & Georg were the general contractors.

Three display rooms, attractively fitted with fine hangings, good rugs and period furniture, are incorporated in the new buildings. One is given over to radio sets and equipment, another to electrical appliance equipment and the third to lighting fixtures.

The article also described the building's contents that included: steel cabinets for merchandise in the supply room, offices for salesmen, a room for the clerical department, office for the manager, a radio repair room, and shipping department on the main floor. The basement would be used for storage. Finally, "The building has Northern Pacific trackage on the south and an alleyway on the north."

General Electric planned a new warehouse and office in 1953. At a cost of \$250,000, the proposed warehouse and office building would be out for bid on May 5<sup>th</sup>. Funk, Molander & Johnson and William C. James were architects for the proposed building at Pittsburg and Trent which, at that location, would be served by both rail and motor freight.

### **MILITARY CONNECTION**

On September 5, 1955, the U.S. Air Force confirmed reports that the Spokane filter center would relocate to the Electric Building. The center was detachment 1 of the 4755<sup>th</sup> Ground Observer Corps squadron at Geiger field. The center was opened on August 11, 1950 and planned to move out of its present location on the second and third floors of the Kershaw building. Since most of the civilian volunteers were elderly, the stair climbing at the Kershaw building was a hardship. The new facility would include 5,000 square feet on one floor.

As reported by *The Spokesman-Review* on September 5, 1955, GE had moved out of the Monroe building in late 1953 to its new warehouse building in early 1954. The old building stood idle since that time; most of its ground floor windows were broken by vandals.

"FILTER TO MOVE MEMORIAL DAY" reported *The Spokesman-Review* on May 24, 1956 as the U.S. Air Force readied its move into its new quarters. Full-scale operations for the air defense facility were slated for June 1.

The former GE building was remodeled at a cost of \$12,386 for center operations. It will afford about 5000 square feet of usable floor space, twice that of the second and third floors of the Kershaw building at W610 Sprague. Operations in the new location also will work less hardship on center volunteers, many of whom are elderly persons who have difficulty climbing several flights of stairs.

The center is a unit of the 4755<sup>th</sup> GOC squadron of the Ninth air division at Geiger field and is a keystone of the Northwest's air defense.

On the 5<sup>th</sup> of July, an article in the *Spokane Chronicle* reporting the upcoming dedication explained the purpose of the center. "The center is the receiving point for ground observer station reports of planes heard or seen throughout the Inland Empire." "Working with air defense units, the center charts the courses of airplanes flying overhead. It is operated by civilians on a volunteer basis, 24 hours a day."

The air defense filter center planned to observe the fifth anniversary of Operation Skywatch on July 12<sup>th</sup>, 1957 as reported by *The Spokesman-Review*.

"Operation Skywatch was inaugurated by the air force in July, 1952, to supplement the air warning system throughout the continental United States," said Captain Loscalzo, "This alert program was found necessary in view of the Korean situation and the cold war, which could burst into open flame by the imperialistic potential aggressors behind the iron curtain."

On January 27, 1959, *The Spokesman-Review* reported: "Filter Center Bows Out; Technology Takes Over." "Technology has put us out of business," Capt. Joseph A Loscalzo observed. "High-speed aircraft, electronic computers and formation of three radar networks across the United States and Canada are some of the reasons why the Spokane filter center is closing its doors Saturday." Across the U.S. some forty-nine other centers, their 15,700 posts and some 280,000 volunteer skycanners will be idled at the end of this month.

### **Can't Keep Up**

"When the emergency air warning corps was formed about nine years ago there were many airplanes in the 200-miles-an-hour class," said 1<sup>st</sup> Lt. Danilo B. Medigovich, field operations officer at the center. "Now some are going 1400 miles an hour. That makes this thing obsolete," he said pointing to the large transparent board upon which aircraft are plotted at the center once they are reported by a ground observer corps member.

The board represent a large area, but is incapable of keeping track of many modern warplanes because of their high speed, said Medigovich. The board takes in the region bounded by the Cascades in Washington; Canada, Oregon and Montana borders besides a northern section of Idaho above the Salmon river.

The Spokane filter center has been the communications hub for this 72,000-square-mile area with 300 lookout posts and 40000 observers who have included bankers, tractor rivers, farmers, students—almost every occupation.

An open house would be held on January 31<sup>st</sup>, and in February, all equipment would be removed and the 140 workers would close out their mission.

After the Air Force moved out, Berliners bought the old General Electric Supply Building at S122 Monroe in 1959 for its beauty supply business. The 1960 Polk listed Berliners Barber and Beauty Supply at 122 South Monroe. The *Spokane Daily Chronicle* of October 30, 1962 reported the business career of Iona J. Dea and her involvement with the old General Electric Supply building as the Spokane operator of Berliners. Having graduated from Everett High during the Great Depression, she eventually joined Berliner's (beauty and barber supply) in Seattle, became the office manager and volunteered to be transferred to Spokane to run a new office. Iona Dea and her husband bought into the company and, with 12 employees, operated 12,000 square feet of showroom, warehouse, and office space in the two-story building. They operated as I & I Beauty Supply.

Spokane Lithographing Co. purchased the building in 1975 from I & I Beauty Supply for approximately \$70,000 as reported by *The Spokesman-Review* on October 19<sup>th</sup>.

July 1977 advertisements for the sale of new and used store fixtures ran through a March 1978 advertisement for a liquidation sale of the Fixture Factory at S122 Monroe.

On July 5, 1978, Frank Bartel, business editor, of the *Spokane Daily Chronicle* would write about the new life proposed for the unused old Pacific States Electric warehouse building in downtown Spokane. The "Old Warehouse Is Scheduled to Become 'Fashionable Spot'." The 50-year old brick and stone structure would house Robert's Formal Wear, a tux shop, First Impressions bridal store (both owned by Robert and Ruth Mills), and Burchett Studio, a portrait studio. The ownership would be under the Burchett and Mills Investment Co. As described by Bartel:

The old Pacific States Electric Co. warehouse is no architectural prize, with a rather staid exterior design for the most part, ugly steel window casings and an unfinished substreet-level first floor. But it has a beautiful (painted over) leaded-glass sunburst window over a spacious main entry.

The original brick is in good shape and the building has a lot of potential for innovative improvement.

An attractive split entry is already going in. New show windows are planned. And Mills said the interior will be completely remodeled, rewired and replumbed.

The conversion is representative of a number of recycling projects that have more than kept pace with new construction in downtown Spokane in the past few years. Along with cleaning up and returning to use some shabby and dismal structure, the recycling and restoration movement has helped to preserve some architectural character in the central business district, many observers feel.

...

A building permit was issued to Burchett & Mills to convert warehouse-office to retail store, S122 Monroe, \$64,000 on July 28, 1978. Burchett Studios and Roberts Formal Wear also occupied the building in the late 1970s through the 1990s. In 1996, Art By Yourself set up a ceramics studio in the basement from Railroad Alley. Burchett occupied the building until the year 2000 when he entered semi-retirement. Other occupants included the Blue Door Theater and home of unexpected productions from 2000 to 2002, Rek-O-Rek-Shuns (Antiques, collectibles, gifts, home décor), and Art by Yourself.

*The Spokesman-Review* in a September 6, 2000 article would report "West First's revival," and reveal plans for the Railside/Oddfellows/Madison block. "...the Blue Door Theatre is operating in the space above Art By Yourself at 122 S. Monroe. Far West Billiards (Rob Brewster) and Earth Goods (Jill Smith) were in the Montvale and Oddfellows buildings. Per the article, Rob Brewster indicated that the entire block would soon be controlled by Brewster and Smith's group.

### **Building Chronology**

The Pacific States Electric Building (and Washington Machinery and Supply Company) is in the western portion of downtown Spokane along the Burlington Northern Santa Fe railroad viaduct, originally built by the Northern Pacific Railroad. Within a block-wide corridor that stretches through downtown Spokane between Division Street on the east and Cedar Street on the west, the warehouse district was built predominantly between 1900 and 1911. The following is a chronology of the development of the block in which the building resides as well as a history of the building itself.

The 1888 map depicts Block 18, Railroad Addition, bounded on the north by "W. 1<sup>st</sup> St.," south by W. Railroad Av., east by Monroe, and west by Madison." The subject site, within the southern half of Block 18 is now in the area depicted as "W. RAIL ROAD AV." The northern half of the block as depicted shows that four frame dwellings occupied the eastern one-third and two dwellings occupied the northwest corner of the block.

In 1889 ten wood-frame dwellings occupied all the parcels in the northern half of the block. The subject site was still within the yet to be defined area along the railroad mainline and spurs.



The 1890 and 1891 maps depicted twelve wood dwellings on the northern half of the block (now Block 118). West Railroad Avenue and the Northern Pacific main line and spur bounded the south side of the block which was still not defined as a parcel.

Transition marked the 1902 map (p12) as the downtown commercial district was moving west. By 1902, Sanborn that Block 118 had expanded to the south and was bounded on the south by Pacific Avenue (formerly Railroad Avenue) and the main track of the Northern Pacific. An unnamed east-west alley (now Railroad Alley Avenue) bounded the original block (north half) and now divided the expanded block. In the north half, two westerly lots were labeled as "excavation for new block," two dwellings, a two-unit residence, the Montvale Block in the northeast corner, and three dwellings in the southeast corner. West Railroad Avenue had been consolidated into a single parcel labeled "NORTH WEST IMPROVEMENT CO'S COAL AND WOOD YARD." which was now south of the alley and northern half of the block. A rail spur penetrated the Yard and connected to the Northern Pacific R.R. main tracks to the south. The assemblage of track within the rail corridor is now labeled Pacific Av. "FORMERLY RAILROAD AVENUE."

This new parcel and the entire strip of land along the railroad corridor south of the future Railroad Alley Avenue is owned by Northern Pacific Railroad. The railroad leased the land to the individuals, partnerships, or corporations that would build the warehouse and manufacturing buildings along the rail corridor. This strip of land ran the entirety of the downtown area between the alleys bounding the north and the south of the railroad ownership.

On March 3, 1903, the *Spokane Daily Chronicle* reported the purchase of the holdings of A. G. Kamm in the Washington Machinery and Supply company, on the northwest corner of Monroe and Railroad avenues by George Wright and William Aitchison. Later in the month on March 27<sup>th</sup>, *The Spokane Press* reported: "The Washington Machinery and Supply ... would soon begin construction of a large addition to their current plant."

In response to the growth in business, the company announced plans for a new building in 1907. As reported by *The Spokesman-Review*, on January 5<sup>th</sup>,

Plans have been drawn for a new building for the Washington Machinery company on the north side of Railroad avenue facing the Northern Pacific right of way between Monroe and Madison streets. The building will be 50 by 80 feet in all and will have two stories and a basement. It will be used principally for warehouse purposes, be built of brick and cost approximately \$8000.

The Washington Machinery company has been dealing largely in woodworking tools and steam power appliances, and intends to add a complete line of iron working tools, which necessitates more floor room than is now available."

Growth for the company continued to expand and hence the need a concomitant expansion of the plant. The *Spokane Daily Chronicle* would report this last stage in the growth of the Washington Machinery company at the northwest corner of Monroe and the Northern Pacific Railroad. In its November 21, 1910 edition, the following was revealed: "Washington Machinery & Supply Co. to Have One of Largest in West."

Over a portion of the same site on which the Washington Machinery and Supply company began business in Spokane seven years ago with a floor space of

but 750 square feet in its establishment, that concern will soon occupy a three-story building 80X125 feet in dimensions, or a floor space of about 30,000 square feet.

Work will be begun early next spring by the Washington Machinery and Supply company in remodeling the greater part of its building at the northwest corner of Railroad avenue and Monroe street. The Monroe street and Railroad avenue side of the building will be reconstructed along a more attractive design of architecture and one more story will be added to that portion of the structure that now consists of but one story and a basement.

This part covers an area of 80X100 feet and the addition and remodeling will cost something like \$15,000, it is figured.

The 1910 Sanborn recorded that growth in outlining the new building in three sections; one at three stories, and two at two stories. The building stretched between Railroad Alley and Pacific Avenue/NPRR, between the five-story brick Washington Rubber Company on the west end and Monroe Street terminating the east end. Completing the west end of the southern portion of the block was the three-story brick Spokane Paint and Oil Company that abutted the Washington Rubber Company on its east end. On the northern half of the block, the five-story brick Madison Hotel had been built on the west end of Block 118. The three-story brick IOOF Hall occupied the entire parcel to the east, a two-unit residential building with a shed to its south is on the next parcel, and the three-story brick Montvale Hotel remained on the northwest corner. The area behind (south) of the Montvale was vacant.

In 1919, Washington Machinery and Supply company moved to a new larger facility on the north side of the Spokane River, on Division Street and Cataldo Avenue with access to the Oregon Railroad & Navigation Company line. A variety of businesses would occupy their former building over the next several years.

The Northwest Phonograph Jobbers, Inc. was organized in 1920 to wholesale phonographs and accessories in the Inland Empire. The Spokane Daily Chronicle edition of May 27<sup>th</sup> reported that they had just opened new offices and a warehouse yesterday at S122 Monroe Street. Scott Electric Company advertised its business in 1921 at this address, followed in 1922 by Rennie Electric. Electrical and battery shops and a ladder factory would also occupy the building.

Eventually the building would evolve to house a major distributor of electrical goods in the Spokane region

The 1928 Sanborn map shows the north half of the block in its current configuration with the U.S. Rubber Building as the new building on the map. On the southern portion, the Sanborn notes that the east half of the Spokane Paint and Oil Building is reinforced concrete, rebuilt in 1913. The Washington Rubber Building has the notation "poultry." The Washington Machinery building is labeled "MACHINERY WAREHO." The easterly portion of the building, that which would become the Pacific States Electric Building in 1928, in the middle section houses an electric stove warehouse, and in the eastern end is a battery shop, and on the second floor, a ladder factory. The new building footprint and use was not yet illustrated in this map update. The 1917 concrete Northern Pacific viaduct is depicted but somewhat obscured by the paste over from the update of the 1910 map.

At the beginning of the year 1928, on January 7, *The Spokesman-Review* would report the recent business deal of Eugene Enloe, prominent Spokane capitalist. "More than \$1,000,000 in cash..."

would come to Spokane in a deal that involved the sale of an 11-city Canadian Power system. Mr. Enloe had entered the power business some 22 years ago and had supplied power to some 35 towns of the Inland Empire, with systems including Medical Lake, Big Bend, Okanogan, and his association with the Washington Water Power Company.

Flush with cash from his Canadian power sale, Enloe invested in a new building. "Enloe to Erect \$30,000 Building," the *Spokane Daily Chronicle* would report on July 2, 1928. The two-story brick building would be leased for 25 years to the Pacific States Electric company. Construction would start as soon as the present building can be removed from the site. Alloway & Georg have been awarded the building contract. Wells & Bartleson [sic] are the architects." [Note: Bartleson should have been Bertelsen. Henry C. Bertelsen was in partnership with William A. Wells at the time the Enloe building was designed.]

*The Spokesman-Review* reported the securing of a building permit for warehouse on August 1, 1928. Alloway & Georg were contractors for the new \$22,000 warehouse at S122 Monroe that was being made for Eugene Enloe. "A new brick addition 75x80 feet, one story and a basement, is a part of the contract. The building has been leased to the Pacific States Electric company and will be completed by the middle of September."

On October 4, 1928, the *Spokane Chronicle* included a photo of the new Pacific States Electric Co. building "Fireproof Home for Electric Firm on South Monroe," captioned the photo. Also included were photos of D. E. Harris, president and Harry B. Rogers, local manager.

In September 1929, *The Spokesman-Review* reported that the eleven Pacific States supply houses would consolidate and merge with General Electric Supply corporation (of Delaware) as of October 1. The article reported the opening of an office in Spokane ten years ago with the establishment of the warehouse four years later. Mr. H. B. Rogers, Spokane manager, stated that Spokane's facility "was the largest distributor of electrical supplies on the Pacific coast." Rogers reassured that the consolidation does not mean a change in ownership, but that it brings into one national group 14 wholesale distributing corporations owned by the General Electric company. Likewise, the organization would not change in policy or management.

It was not until the 1950 Sanborn Map that the current footprint is shown. In addition, the map shows the Northern Pacific railroad viaduct, a reinforced concrete retaining wall 20' high, as bounding the south boundary of the block. Also, in depicting the subject building, labels it and the two building segments to the east (now the Pacific States Electric Building) as "GENERAL ELECTRIC SUPPLY CORP.," an electrical supply warehouse.

Apparently, the 1012 West Railroad address was used from 1928 to 1940 by the Nott-Atwater Company (157 South Monroe) as a warehouse. General Electric Supply followed, using the building as a warehouse between 1940 and 1953, while the Pacific States Electric company, essentially a subsidiary General Electric Supply, maintained its business office at S122 Monroe, the front face of the building.

The 1958 (p282) Sanborn map indicates that the entire block was covered with brick buildings (one was concrete). The former Washington Machinery building was now separated (in ownership and name) from the 1928 Electric Building (which incorporated portions of the former) and was labeled "TRANSFER STORAGE." The two easterly sections that had been

incorporated into the Pacific States Electric Building in 1928, are labeled “U.S. GOV’T OCC’Y.” As stated above, the Spokane filter center would move out in February 1959.

The Electric Building, Washington Machinery Building, Washington Rubber Building, and the Spokane Paint and Oil Building would be purchased by City Terminal LLC soon thereafter in the fall of 2000. Between 2000 and 2004, South 122 Monroe would house a variety of businesses involved in the restaurant, coffee and creative arts: Spike Coffee house and the Brooklyn Deli in 2001; Art By Yourself until 2004, Gifts from the Heart; Tryst Coffee House in 2002; Corner Booth Productions in 2003; Railside Center Arts Gallery in 2004.

The Assessor’s Field File for 2001 indicated the ownership of the strip of four buildings between Madison and Monroe between Railroad Alley Avenue and the BNSF viaduct were owned by City Terminal LLC, followed by the Odd Girls LLC which controlled all of the block except the Montvale Hotel. Ownership by the Odd Girls, including the Electric Building, was transferred the building to Spokane Partners, LLC by quit claim deed on January 14, 2005. Spokane Partners owned all of the buildings in the block except for the Montvale. Eventually, the Spokane Partners suffered financial difficulties and the properties by trustee deed to Assist, Inc. which then conveyed to Evesham, LLC on 4/19/2013. Finally, the property was conveyed by statutory warranty deed from Evesham, LLC to Electric & Railside, LLC. January 17, 2019.

#### **Building Developer Eugene Enloe (1859-1945)**

Eugene Enloe, a 40-year resident of the Spokane area, was an investment banker who had been engaged in the electric light and power, and investment and realty business for nearly 40 years. Enloe was one of the pioneers of electricity in the northwest, owning or controlling at various times systems in 35 towns in the Inland Empire. At the time of his death, he had resided at W2208 Second, in the mansion built by mining millionaire Patsy Clark. Enloe was retired as president of the Washington Trust Bank in 1941 to pursue his private business interests.

He was born in Greenville, Ill. in 1859 and came west with his wife and four of his seven children to Medical Lake in 1891. He operated a hotel in Wenatchee, then bought a bakery in Medical Lake which he enlarged into a general store. “...and often said that he first became interested in the electric and power business because he had so much trouble with the lights in his store.” (S-R, 9/3/1945) Thus, in 1905, he, with associates, induced the Washington Water Power (WWP) to build a line to Medical Lake and then took over the contract for operation of the line (he would sell the system to WWP in 1928).

He then organized the Big Bend Light and Power Company in 1907, which served Reardan, Davenport, Sprague, Ritzville and Lind; and in December 1913, Big Bend Light & Power sold its franchises and distributing system to WWP. His reach included Okanogan County where he built and operated hydroelectric plants on the Similkameen and Methow rivers. The company served Riverside, Omak, Okanogan, Brewster, Pateros, Bridgeport and Mansfield and eventually sold to WWP. In 1917, Enloe, as its president, was working with the Grangeville Electric Light and Power Company in Idaho to erect a second dam and flume and equipment to supply the towns and industries in the vicinity of the mineral fields in the area.

In the 1920s he and his family owned and operated power plants in Drumheller and Wayne, Alta., Canada, and sold in 1928 for \$1,000,000 (about 14.8 million in 2020 dollars). Also, in 1928, just after the sale of his major electrical holding in Canada, Enloe was elected to the Washington Trust Bank board of directors. He would become president of the bank two years later in 1932.

Besides the light and power interests, Mr. Enloe was president of the Idaho Portland Cement Company, president of the Enloe Investment Company, a security holding corporation; president of the Pacific Coast Investment Company, head of the Spokane Realty Company, and was a director of the WWP, the Inland Empire Paper Company, the Continental Coal company, the Enfield Oil Company, the Spokane Hotel Company, and the Y.W.C.A.

He and Mrs. Enloe, who died last March, were always active in Y.W.C.A. work, donating the building on Main Avenue where the club is now quartered, and the summer home for girls on Spirit Lake. He was also a member of the Spokane Country Club, the Spokane City Club, and the United States Chamber of Commerce. He was entombed at the Enloe family mausoleum at n

**Architects Henry C. Bertelsen (1888 - 1963) and William A. Wells (1878-1938)**

Born in Varde, Denmark in 1888, Henry C. Bertelsen, educated at the Chicago Institute of Fine Art, came to Spokane in 1905. After a short apprenticeship with architect Howard Hals, Bertelsen began working as a draftsman for the architectural firm of Cutter & Malmgren in 1909. A skilled draftsman, he eventually managed the firm's drafting room, and reportedly completed many of their final architectural drawings. When Karl Malmgren passed away in 1921, Cutter made Bertelsen his assistant, but was unable to pay his wages due to Spokane's declining economy. When Cutter departed Spokane in 1923, in lieu of back wages, Bertelsen, along with Cutter's secretary, were left the contents of Cutter's office. In 1924 Bertelsen formed a partnership with the older and more experienced William A. Wells.

Architect William A. Wells is noted for having designed some of Oklahoma City's early-day buildings. Born in May 1878 in Seneca, Kansas, he attended the Art Institute of Chicago and worked in Frank Lloyd Wright's Oak Park, Illinois, studio. By 1902 Wells established an architectural practice in Moline, Illinois, but in 1903 he relocated to Oklahoma City, Oklahoma Territory. In Oklahoma City he designed a number of downtown's most architecturally significant commercial buildings, often partnering with Arthur J. Williams. Many of his buildings have been razed, but the Colcord Building (1909-10, Sullivanesque) is extant and listed on the National Register. He moved to Spokane in 1914 and formed a partnership with H.G. Ellis. Around 1924, he joined Bertelsen in partnership as Wells & Bertelsen. In addition to the Electric Building, the firm designed St. Ann's School at 124 S. Lee (extant) in 1925, and Lincoln Elementary School at 5<sup>th</sup> and Browne in 1928 (razed). They also completed designs for the 41<sup>st</sup> Air Service unit of the Washington National Guard at Felts field in 1925 and 1927, an addition to the Auto Interurban Garage at 444 Catlado (razed) and the Gordon grocery warehouse at Riverside the NP tracks in 1927 (razed). Although an April 1929 article stated that Wells and Bertelsen were designing plans for a new North Hill Branch library, when completed later in the year (November), only Bertelsen was credited with the design. Likewise, Wells was credited with the design the St. Ann's Catholic Church in 1930. Thus, 1929 was likely the last year of the partnership. Wells would go on to join John K Dow in designing the National Register-listed Rogers High School (1932) before moving to Seattle where he passed away in 1938.

After his partnership with Wells, Bertelsen was prominent in Spokane and designed several significant buildings including, in whole or in part: the Spokane Coliseum (razed), the Inland Automobile Association Buildings, the Shrine Hospital for Crippled Children, several buildings on the Gonzaga University campus and buildings for the Sisters of the Holy Names. All of these are noted in major sections of an inventory of his work in the Northwest Museum of Arts and Culture in Spokane. Bertelsen was very prominent in charitable and civic projects, e.g., the



Salvation Army, Booth Memorial Hospital and the Inland Automobile Association. He was a trustee of the Fairmont Cemetery Association, and a member of Our Savior Lutheran Church, Inland Empire Boy Scout Council, Rotary, Spokane Club, to mention but a few. He died on August 23, 1963 and was survived by his wife Alma G. Bertelsen, who lived to the age of 93 (1888-1981). She was secretary and receptionist at her husband's firm.  
(DAHP, 2020; Oklahoma Historical Society, 2020)

BIBLIOGRAPHY

Callander, Bruce D. Air Force Magazine. "The Ground Observer Corps." 2/1/2006.

Durham, Nelson W. History of the City of Spokane and Spokane County, Washington. "William J. Ballard." Vol. 2, pp. 604-608.

Guide to the Henry C. Bertelsen Papers-MAC 1906-1968. Reviewed 4/20/2020.

"History of the Washington Water Power Company.

<https://www.referenceforbusiness.com/history2/77/WASHINGTON-WATER-POWER-COMPANY.html>. Reviewed 4/24/2020.

Hylsop, Robert B. Spokane's Building Blocks. 1983.

Kalez, Jay J., "Waiting for Trains Was a Way of Life." The Spokane Daily Chronicle. 11/30/1968.

Kolva, Jim. F.T. Crowe/Luminaria Building. Spokane Historic Register Nomination. 2/15/2007.

Kolva, Jim. George H. Gallagher Company/Hobson Auto Supply/Barrister Winery. Spokane Historic Register Nomination

Mann, John, "Reins, Trains & Automobiles, Spokane's Historic Transportation Corridor." Journal of the Society for Commercial Archaeology. Fall 2001.

Oklahoma Historical Society. "Wells, William A. (1878-1938).  
<https://www.okhistory.org/publications/enc>. Reviewed 4/20/2020.

Pacific States Electric Co., 1928. Libby, L87-1.37703-29. NW Museum of Arts and Culture.

Pettit, Stefanie. "Enloe Helped Electrify Eastern Washington. 6/19/2016.  
<https://www.spokesman.com/stories/2016/jun/29/enloe-helped-electrify-eastern-washington/>

Polk, R.L. Directory, City of Spokane. Various years 1910-2010.

Pratt, Orville Clyde. The Story of Spokane (unpub. MS). Spokane Public Library, Ned M. Barnes Northwest Room. 1948.

Sanborn Map Company. 1889, 1890, 1902, 1910, 1928, and 1950.

Spokane County Assessor's Office. Field File for South 122 Monroe Street. 2001.

Spokane County Clerk's Office, Deed records, 1900 to 2018.

Spokane City. Building Permit Records on Line. <https://my.spokanecity.org/permits/archive/>. Reviewed 7/10/2019.

*The Spokane Daily Chronicle.*

--. "Bought Out His Interest." 3/5/1903. P1:4.

- . "BANKRUPTCY." "Notice Of First Meeting Of Creditors." 5/12/1903. P7:1.
- . "BOUGHT A MACHINE SHOP." 5/9/1903. P5:4.
- . "REMODEL BIG PLANT." 11/21/1910. P21:1-2.
- . "Idaho Man Buys In Spokane Company." 4/6/1914. P8:1. [photos of Wright & Rawson]
- . "Jobbing Firm Opens Offices." 4/27/1920. p5:3.
- . "Pacific States Electric Company." Advertisement, full page. 5/11/1922. P16.
- . "Electric Company to Lease Office." 9/11/1923. P6:7.
- . "New Electric Firm Opens Office Here." 11/10/1923. p3:4.
- . "Year Sees 16 New Industries." 1/4/1924. P1:1.
- . "Parent Art Plant to Enlarge Space." 1/15/1924 p12:2.
- . "Enloe to Erect \$30,000 Building." 7/2/1928. P8:2.
- . "Stepladder Firm Building Factory." 8/9/1928.
- . "Electric Firm in New Home." 9/29/1928. P6:2.
- . "Fireproof Home for Electric Firm on South Monroe." 10/4/1928. P2:2-4.
- . "Electric Firms Join in Merger." 9/28/1929. P1:1.
- . "Filter Center Dedication Set; Events Planned. 7/5/1956. P21:4.
- . "Filter Center Now Dedicated. 7/16/1956. P28:1.
- . "Transfer Query Fostered Career." 10/30/1962. P24:5-6.
- . "Old Warehouse Is Scheduled to Become 'Fashionable Spot'." (photo) 7/5/1978. P3:1-3.

*The Spokane Press.* "New Incorporation." 3/27/1903. P3:4.  
--. "Washington Machinery & Supply Co." 10/3/1903. P112:1.

*The Spokesman-Review.* Various articles 1900 to 1980.  
--. "Million into New Building." 4/30/1911. Section 4, p2:6.  
--. "Saw Mills, Gang Edgers, Trimmers, Engines and Boilers." (Advertisement) 8/3/1903. P4.  
--. "Limestone Wood Split Pulleys." Washington Machinery & Supply Co. 10/28/1904. P3.  
--. "Building for Machinery Co.: Plans Drawn for Brick Structure Costing \$8000." 1/5/1907. P15:2.  
--. "Power Development Marvel" 8/26/1923. P2:2.  
--. "Leases Part of Warehouse." 10/3/1923. P6:6.  
--. "\$1,000,000 in Cash Here in Big Deal. 1/7/1928. P1:2.  
--. "Electric Firms to Consolidate." 9/29/1929. PA7:5.  
--. "Eugene Enloe Claimed by Death." 9/3/1945. P1:4-6.  
--. "Filter To Move Memorial Day." 5/24/1956. P7:1.  
--. "Filter Center Bows Out; Technology Takes Over. 1/27/1959. P6:2-3.  
--. "Business building purchased." (photo caption). 10/19/1975. PB13:1.

U.S. Census Records on Family Search. 1910, 1920. 1940.

Washington State University (History Department Graduate Seminar). "West Downtown Historic Transportation Corridor." National Register of Historic Places. 11/23/1999.

Washington State Department of Archaeology and Historic Preservation. Henry C. Bertelsen  
<https://dahp.wa.gov/bio-for-henry-c-bertelsen>. Reviewed 4/20/2020.

Wikipedia: "History of Spokane, Washington." Reviewed 2/1/2011.

Woo, Eugenia. Vermilion. East Downtown Historic District. National Register of Historic Places Nomination. 23 April 2003.



ELECTRIC BUILDING

## MAPS, GRAPHICS, AND PHOTOS



ELECTRIC BUILDING



Assessor's Field File 2001, Building Photo ca. 1975

**SPOKANE DAILY**

## *New Fireproof Home for Electric Firm on South Monroe*



### **"DOLLAR A WEEK" IS DEBATE TOPIC**

**High Schools to Argue on  
Installment Idea in  
This District.**

Announcement of the high school debate schedule for the northeast side debate district, along with the question for the state debate this year, was made today by Principal J. D. Meyer of Hillyard high school, manager of the debate district.

The question for debate is: "Resolved, That installment buying as a means of exchange is economically desirable," provided: the term does not include purchase of homes, investment securities or insurance.

The northeast district includes Spokane, Lincoln, Pend Oreille and Stevens counties. Eighteen schools have entered this season, the largest number entered in the state-debates from this district in several years. The dates for the debates for the season are as follows: October 19, 1928; November 16, 1928; December 14, 1928, and January 11, 1929.



The Pacific States Electric company moved into its new fireproof brick and concrete home at 8122 Monroe street Monday of this week. The building was erected by Eugene Enloe, local capitalist. Alloway & Georg were the contractors. The company held a formal opening Monday. D. E. Harris of San Francisco (lower left), president, was in Spokane for the event, and with Harry B. Rogers (right), local manager, acted as host to the several score of customers and business associates.

**PAK MARATHON** **WING CHUM ON NOTE**

ELECTRIC BUILDING



Pacific States Electric Co., 1928. Libby, L87-1.37703-29. NW Museum of Arts and Culture



## ELECTRIC BUILDING

18 THE SPOKESMAN-REVIEW, SPOKANE, WASH. THURSDAY MORNING, MAY 11, 1922



**GREENHILL'S NOT GALVANIZED CONDUIT**—Recognized as the standard by which all other galvanized conduits are compared. Has the galvanized inside and out. Superior in bending quality and durability. Specified by the Farmington through-out the country. Imported and labeled under the supervision of the Underwriters' Laboratories, Inc.

**GE EXTERNALLY OPERATED SWITCHES**—"Safety First" is issued by the General Electric externally operated switch. Multiple Glass is protective and may be handled without danger by even the most inexperienced operator. Current carrying parts are completely isolated and inaccessible while alive, eliminating the fire and shock hazard.

**GE ENCLOSED FUSES**—These are electrical safety valves. The protection of your electrical equipment is dependent upon their accuracy. Remember in fuse buying is dependent upon the amount of safety which you purchase. G-E enclosed fuses are the most economical because you can discard upon their absolute reliability under all conditions.

**REFRIGERATOR NOT GALVANIZED**—SPECIALTY—Refrigerator has galvanized outer boxes represent the latest developments in design and labor-saving features. Their strong construction and her patented built give them exceptional quality of service and durability. They are made for use with both right and double doors.

**WATKINS TROVAN FIXTURES**—The Watkins Trovan is an enclosing unit for economical lighting made to serve North C lamps ranging from 75 to 300 WATTS. It is practically drop-in, being made in one piece of light density glass plate of high diffusing quality and low light absorption.

**WATKINS KILNDRY UNITS**—The Kilndry is a totally enclosed, anti-reflect commercial lighting unit. It is recommended for stores, offices, schools, hospitals and other places where a diffused light of high intensity is needed. The Kilndry is so designed that the lamp can be removed or replaced without disturbing the globe itself.

**MARLBOROUGH LAMPS**—MARLBOROUGH is the name of a thing, but the mark of a service. It can appear only on lamps which meet the mounting requirements of Marlborough. The Pacific States Electric Company distributes every type of Marlborough Lamp for every purpose. It is one of the most important items in our supply list.



Look for this Seal.

## Why General Electric Wiring Devices are sold under the "Check" Seal—

**THE** General Electric Company and its products are universally known to represent the highest standards.

In choosing the G-E line of wiring devices for distribution throughout the Pacific Coast, the Pacific States Electric Company further demonstrates its policy of selling only standard electrical materials, devices and appliances.

As the second step in providing the electrical consumer with standard, dependable service, the Pacific States Electric Company attaches its "check" seal to the General Electric products; this means that the guarantee of the General Electric Company is further certified by the Pacific States Electric Company.

As an additional means of protection to the electrical consumer, these standard products bearing the "check" seal of the Pacific States Electric Company are distributed through qualified dealers and electrical contractors.

Standard electrical products obtained from reliable manufacturers, certified and distributed by the Pacific States Electric Company and installed by qualified contractors, insure complete and permanent electrical satisfaction. Sub-standard contracting service is usually based on sub-standard materials and such service is always expensive in the long run and never satisfactory.

The contractors and dealers operating under the policy which entitles them to use the "check" seal of the Pacific States Electric Company are entitled to the full confidence of the public.

The "check" seal shown on the products installed by an electrical contractor or sold by an electrical dealer therefore becomes a simple and helpful identification of the highest standards of materials and workmanship without which no electrical installation is worth consideration.

*The electrical appliances shown on this page, together with other standard electrical products, certified by the "check" seal, are available in our new booklet, "The Electrical How for Homeowners." You will enjoy this booklet, with its many practical suggestions for the convenient and economical utilization of electricity in your home. It may be obtained free from any electrical contractor or dealer displaying this seal.*

## PACIFIC STATES ELECTRIC COMPANY

SAN FRANCISCO   LOS ANGELES   OAKLAND   ORELAND   PORTLAND   SPOKANE



Go to dealers and electrical contractors who display the "Check" Seal

# *A Radio*

## *worthy of the name*

**RADIO-TELEGRAPH**—Stunning design, of rich, lacquer finished with metal finish. These sets, Super-Heterodyne circuit, 9 tubes—four of which are screen-grid. Several times more select and sensitive than any set previously offered. Has tone control and new, improved electrical photograph reproduction.

**1070KCT**—A distinguished example of early American cabinet design. Harmonious beauty with any surroundings. Super-Heterodyne circuit, 9 tubes—four of which are screen-grid. More selective and sensitive than any set heretofore offered to the public.

**HIGHBURY**—Two-tone cabinet of early American design. (Upgraded, distinctive). Rich lacquer finished with metal finish. Super-Heterodyne circuit, 9 tubes—four of which are screen-grid. Several times more sensitive and selective than any set previously offered. Priced with Time Control.

The symbol of research and a mark of dependability—  
"The Initials of a Friend."

## *General Electric*

More than twenty years devoted to research and development work for the Radio industry by General Electric engineers and scientists—Over twenty million dollars spent by General Electric—that radio might reach its present state of perfection.

And now—Out of the "House of Magic" comes the crowning achievement—a new type receiving set—radio as never before...

### GENERAL ELECTRIC RADIO

In it, masters of radio have combined for the first time the unexcelled selectivity of the super-heterodyne circuit with the unequalled power of screen-grid tubes—a station at every hairline...astonishing distance...elimination of hum...full-range tone, natural as though you are in the studio!

This set embodies every quality radio science can impart... a typical General Electric product.

You may purchase a General Electric Radio on the Convenient Budget Plan.

See it, hear it today!

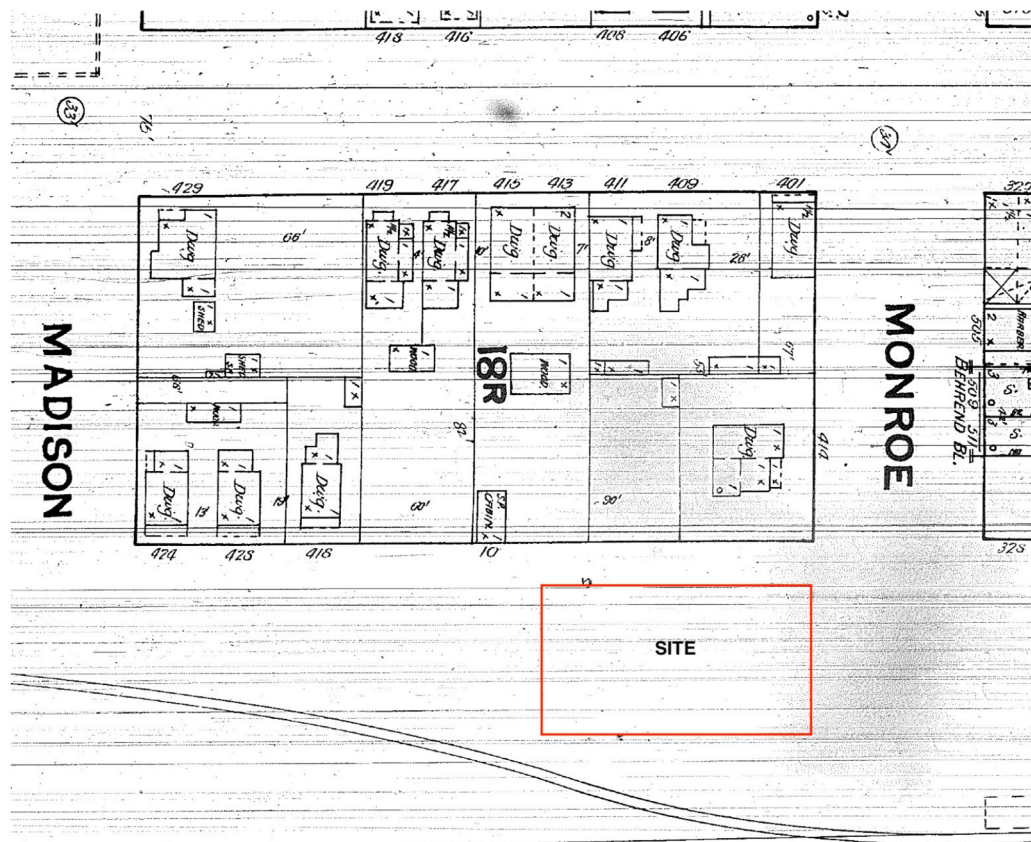
# GENERAL ELECTRIC

## FULL RANGE RADIO

### General Electric Supply Corporation

5122 Monroe Street Spokane, Washington

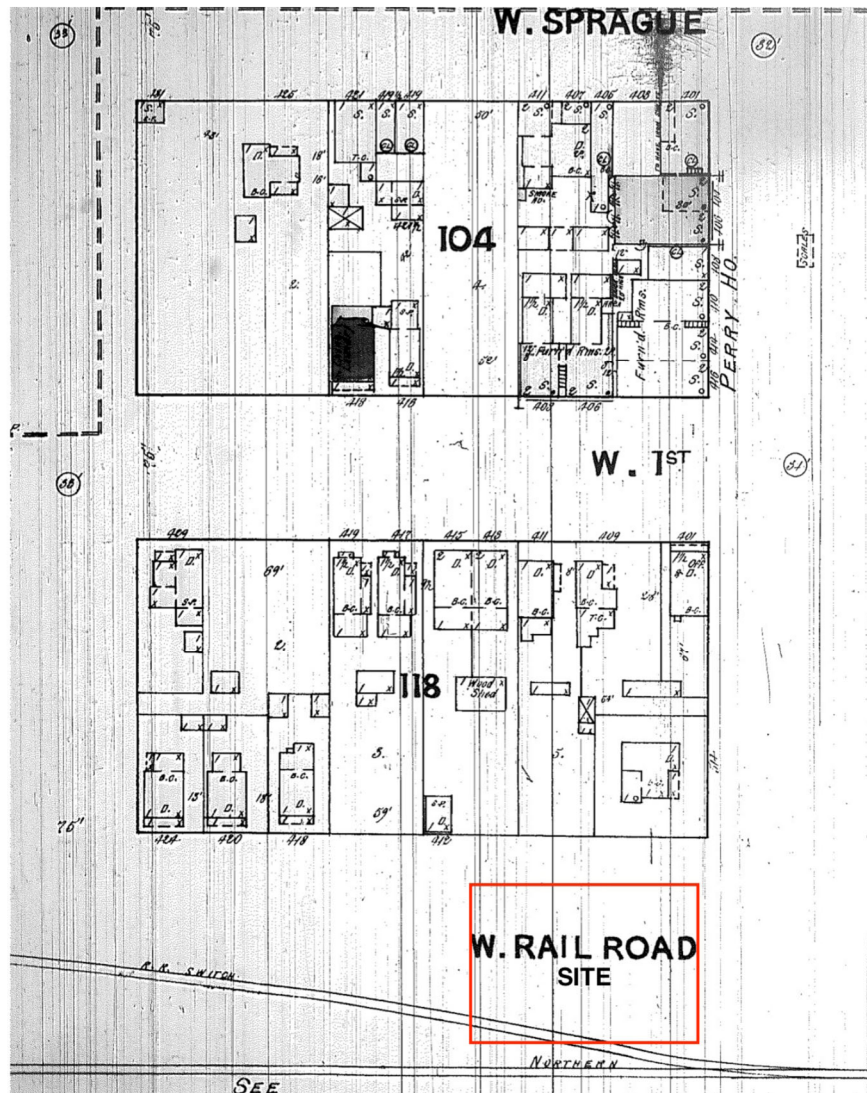




Sanborn Insurance Map – 1890 – page 9

**SOUTH 122 MONROE STREET**  
**1890 SANBORN MAP**

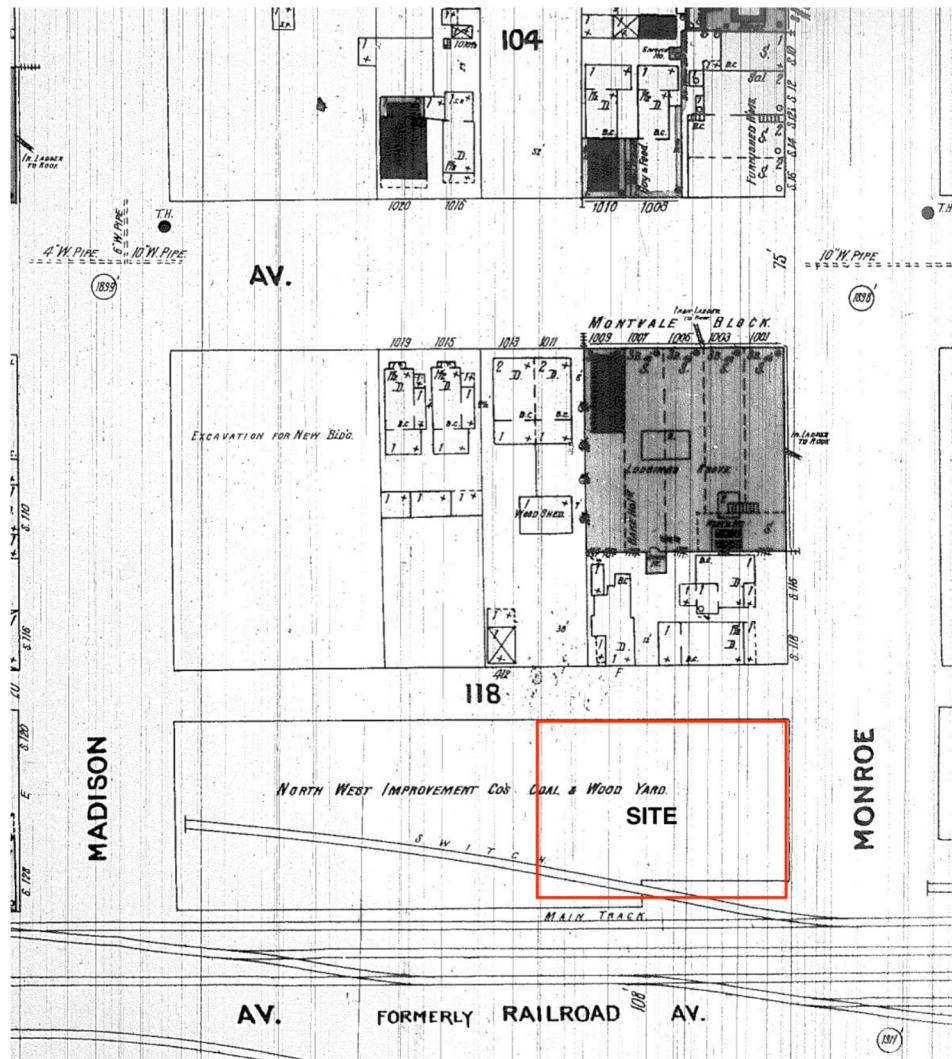
**N**  
 1' = 100'



Sanborn Insurance Map – 1891 – page 12

**SOUTH 122 MONROE STREET  
1891 SANBORN MAP**

**N**  
1' = 100'



Sanborn Insurance Map – 1902 – page 22

**SOUTH 122 MONROE STREET**  
**1902 SANBORN MAP**

**N**  
1' = 100'



Spokane City/County Register of Historic Places Nomination Continuation Sheet



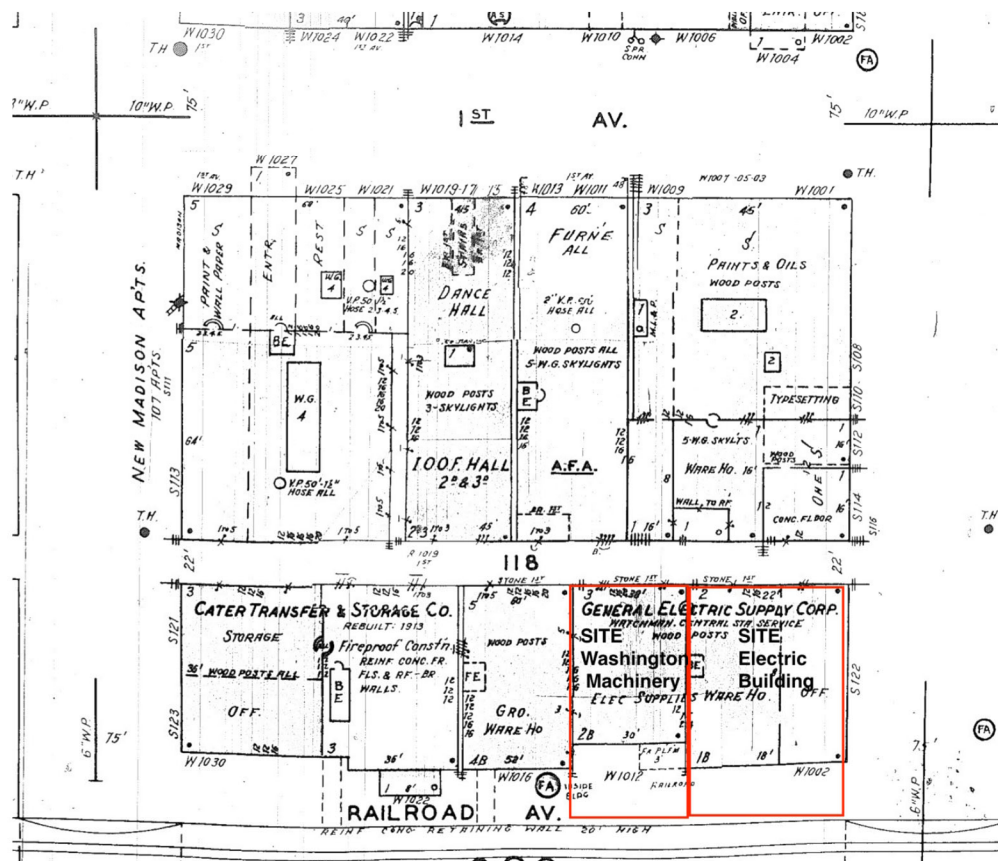
**N**  
1' = 100'



**N**  
1' = 100'



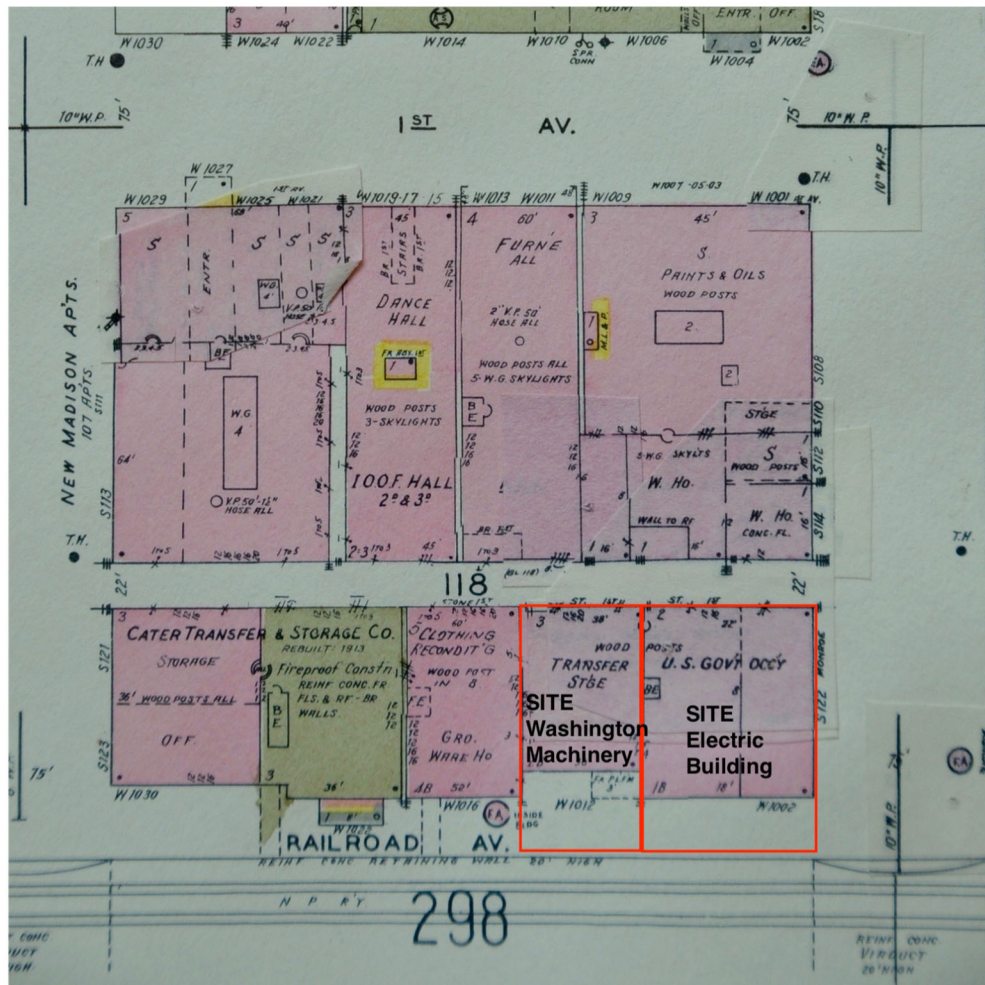
## ELECTRIC BUILDING



Sanborn Insurance Map – 1950 – page 282

**SOUTH 122 MONRE STREET**  
**1950 SANBORN MAP**

N  
 1' = 100'



Sanborn Insurance Map – 1956 – page 282

**SOUTH 122 MONROE STREET  
1956 SANBORN MAP**

**N**  
1' = 100'







ELECTRIC BUILDING



3. Northeast corner, and context along Railroad Alley Avenue



4. Front Facade along Monroe Street, looking west



ELECTRIC BUILDING



5. Southeast corner and context along BNSF viaduct alley, looking northwest



6. Southwest corner, looking northeast along BNSF viaduct alley



ELECTRIC BUILDING



7. Northwest corner, looking SE along Railroad Alley (juncture with Washington Machinery on west)



8. North facade along Railroad Alley (Washington Machinery on west), looking south



ELECTRIC BUILDING



9. North facade-northeast corner showing wall juncture (1928 & 1910)



10. North facade - wall juncture (1910 & 1907)

ELECTRIC BUILDING

11. North facade - wall detail and juncture with Washington Machinery building



12. Front facade - detail of window bay, pilasters, and main entry



ELECTRIC BUILDING



13. Front facade-main entry, detail of sunburst transom



14. South facade - detail of side entry (former loading door and dock) and window bays

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

08/03/2020

**Date Rec'd**

7/22/2020

**Clerk's File #**

OPR 2020-0619

**Renews #****Submitting Dept**

HISTORIC PRESERVATION

**Contact Name/Phone**

MEGAN 625-6543

**Contact E-Mail**

MDUVALL@SPOKANECITY.ORG

**Agenda Item Type**

Contract Item

**Agenda Item Name**

0470-WA MACHINERY NOMINATION TO THE SPOKANE REGISTER OF HISTORIC

**Agenda Wording**

Recommendation to list the Washington Machinery & Supply Company, 1012 W Railroad Alley Avenue, on the Spokane Register of Historic Places.

**Summary (Background)**

SMC #17D.100.040 provides that the City/County Historic Landmark Commission can recommend to the City Council that certain properties be placed on the Spokane Register of Historic Places. The Washington Machinery & Supply Company has been found to meet the criteria set forth for such designation, and a management agreement has been signed by the owners.

**Fiscal Impact**

Grant related? NO

Public Works? NO

**Budget Account**

Neutral

\$

#

Select

\$

#

Select

\$

#

Select

\$

#

**Approvals****Dept Head**

DUVALL, MEGAN

**Division Director**

DUVALL, MEGAN

**Finance**

ORLOB, KIMBERLY

**Legal**

PICCOLO, MIKE

**For the Mayor**

ORMSBY, MICHAEL

**Council Notifications****Study Session\Other****Council Sponsor****Distribution List**

mduvall@spokanecity.org

lcamporeale@spokanecity.org

sbishop@spokanecity.org

**Additional Approvals****Purchasing**





# Expenditure Control Form

1. All requests being made must be accompanied by this form.
2. Route **ALL** requests to the Finance Department for signature.
3. If request is greater than \$100,000 it requires signatures by Finance and the City Administrator. Finance Dept. will route to City Administrator.

Today's Date:

Type of expenditure:

Goods



Services



Department: N/A

Approving Supervisor: N/A

Amount of Proposed Expenditure: N/A

Funding Source: N/A

**Please verify correct funding sources. Please indicate breakdown if more than one funding source.**

**Why is this expenditure necessary now?**

**What are the impacts if expenses are deferred?**

**What alternative resources have been considered?**

**Description of the goods or service and any additional information?**

Person Submitting Form/Contact:

FINANCE SIGNATURE:

---

CITY ADMINISTRATOR SIGNATURE:

---

# **Findings of Fact and Decision for Council Review**

## **Nomination to the Spokane Register of Historic Places**

### **Washington Machinery and Supply Company – 1012 W Railroad Alley Avenue**

#### **FINDINGS OF FACT**

**1. SMC 17D.100.090: "Generally a building, structure, object, site, or district which is more than fifty years old may be designated an historic landmark or historic district if it has significant character, interest, or value as part of the development, heritage, or cultural characteristics of the city, county, state, or nation."**

- Originally built in 1904 and expanded in 1907; the Washington Machinery and Supply Company meets the age criteria for listing on the Spokane Register of Historic Places.

**2. SMC 17D.100.090: The property must qualify under one or more categories for the Spokane Register (A, B, C, D, E).**

- Eligible under **Category A** as a contributing building to the West Downtown Historic Transportation Corridor (NRHP 1999), the warehouse building possesses architectural and historical significance and integrity of material and form as described within that district.
- Because it was constructed during the city's most significant period of growth, 1900 to 1910, and as a railside warehouse, the Washington Machinery & Supply Co. building is a characteristic property type built along the original Northern Pacific Railroad street-level corridor. Although it has been altered over the years, it retains its essential character and place in the continuum of the regional commerce of the downtown area.
- The warehouse symbolized the commercial age, particularly in association with the railroad corridor that crossed Spokane's downtown business district. The building meets the description of the warehouse in the National Register District nomination: unreinforced red brick walls on a basalt foundation, wood post and beam structure, concrete loading docks, flat and simple in design, segmental arch windows and flat roofs. They are two-to-four-story brick warehouses and factories, many of which stand on uncoursed basalt foundations. Most were designed in a utilitarian style characterized by recessed segmental-arched windows and openings and simple corbelled brick that served as limited ornament.
- In and of themselves, these vernacular brick warehouses are humble workingclass buildings and not distinguishable as architectural masterpieces. However, the Washington Machinery and Supply Company is eligible under **Category C** as a building simple in material, form and detailing, that was, for the most part, purely functional and a good example of its type.

**3. SMC17D.100.090: "The property must also possess integrity of location, design, materials, workmanship, and association." From NPS Bulletin 15: "Integrity is the ability of a property to convey its significance...it is not necessary for a property to retain all its historic physical features...the property must retain, however, the essential physical features that enable it to convey its historic identity."**

- The Washington Machinery and Supply Company retains fair architectural integrity in original location, design, materials, workmanship, and association. The building has had some changes to the original windows as well as the addition of balconies on both the north and south facades. Even with these changes, the building does possess enough essential physical features to convey its historic identity.

**4. Once listed, this property will be eligible to apply for incentives, including:**

Special Valuation (property tax abatement), Spokane Register historical marker, and special code considerations.

## **RECOMMENDATION**

---

The Spokane Historic Landmarks Commission evaluated the WA Machinery & Supply Company according to the appropriate criteria at a public hearing on 6/17/20 and recommends that the WA Machinery & Supply Company be listed on the Spokane Register of Historic Places.

After Recording Return to:  
Clerk of the Board  
Spokane County Commissioner's Office  
1116 W. Broadway, Room 100  
Spokane, WA 99260

**NOTICE OF MANAGEMENT AGREEMENT**

NOTICE IS HEREBY GIVEN that the property legally described as:

*BSP Z2003-52 LOT D OF RAILSIDE CENTER FINAL CITY BINDING SITE PLAN 22003-52-B.S.P., AS RECORDED IN BOOK 2 OF SHORT PLATS, PAGE 74, UNDER AUDTOR'S FILE NO. 5293987, SPOKANE COUNTY, WASHINGTON. EXCEPT THAT PORTION OF LOT D OF RAILSIDE CENTER FINAL CITY BINDING SITE PLAN 22003-52-B.S.P., AS RECORDED IN BOOK 2 OF SHORT PLATS, PAGE 74, UNDER AUDITOR'S FILE NO. 5293987, SPOKANE COUNTY, WASHINGTON, DESCRIBED AS FOLLOWS: BEGINNING AT THE NORTHWEST COMER OF SAID LOT D, THENCE N.89 50'107"E., ALONG THE NORTH LINE OF SAID LOT D, 0.83 FEET; THENCE S.00°04'28"E., 69.79 FEET; THENCE N.89 42'54"E., 1.65 FEET; THENCE S.00°04'28"E., 36.45 FEET TO THE SOUTH LINE OF SAID LOT D, THENCE S.89 48'52"W., ALONG SAID SOUTH LINE, 2.41 FEET TO THE SOUTHWEST CORNER OF SAID LOT D, THENCE N.00°06'29"W., 106.25 FEET TO THE POINT OF BEGINNING.*

Parcel Number(s) 35192.5357, is governed by a Management Agreement between the City of Spokane and the Owner(s), Electric & Railside, LLC, of the subject property.

The Management Agreement is intended to constitute a covenant that runs with the land and is entered into pursuant to Spokane Municipal Code Chapter 6.05. The Management Agreement requires the Owner of the property to abide by the "Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings" (36 CFR Part 67) and other standards promulgated by the Historic Landmarks Commission.


Said Management Agreement was approved by the Spokane City Council on \_\_\_\_\_. I certify that the original Management Agreement is on file in the Office of the City Clerk under File No. \_\_\_\_\_.

I certify that the above is true and correct.

Spokane City Clerk

Historic Preservation Officer

\_\_\_\_\_  
Dated: \_\_\_\_\_

  
\_\_\_\_\_  
Dated: 7/15/20 \_\_\_\_\_

### **MANAGEMENT AGREEMENT**

The Management Agreement is entered into this **17th** day of **June 2020**, by and between the City of Spokane (hereinafter "City"), acting through its Historic Landmarks Commission ("Commission"), and **Electric & Railside, LLC** (hereinafter "Owner(s)"), the owner of the property located at **1012 West Railroad Avenue** commonly known as the **Washington Machinery & Supply Company** in the City of Spokane.

WHEREAS, the City of Spokane has enacted Chapter 4.35 of the Spokane Municipal Code (SMC) and Spokane has enacted Chapter 1.48 of the Spokane County Code (SCC), both regarding the establishment of the Historic Landmarks Commission with specific duties to recognize, protect, enhance and preserve those buildings, districts, objects, sites and structures which serve as visible reminders of the historical, archaeological, architectural, educational and cultural heritage of the city and county is a public necessity and.

WHEREAS, both Ch. 17D.100 SMC and Ch. 1.48 SCC provide that the City/County Historic Landmarks Commission (hereinafter "Commission") is responsible for the stewardship of historic and architecturally significant properties in the City of Spokane and Spokane County; and

WHEREAS, the City has authority to contract with property owners to assure that any owner who directly benefits by action taken pursuant to City ordinance will bind her/his benefited property to mutually agreeable management standards assuring the property will retain those characteristics which make it architecturally or historically significant;

NOW THEREFORE, -- the City and the Owner(s), for mutual consideration hereby agree to the following covenants and conditions:

1. CONSIDERATION. The City agrees to designate the Owner's property an Historic Landmark on the Spokane Register of Historic Places, with all the rights, duties, and privileges attendant thereto. In return, the Owner(s) agrees to abide by the below referenced Management Standards for his/her property.

2. COVENANT. This Agreement shall be filed as a public record. The parties intend this Agreement to constitute a covenant that runs with the land, and that the land is bound by this Agreement. Owner intends his/her successors and assigns to be bound by this instrument. This covenant benefits and burdens the property of both parties.



3. ALTERATION OR EXTINGUISHMENT. The covenant and servitude and all attendant rights and obligations created by this Agreement may be altered or extinguished by mutual agreement of the parties or their successors or assigns. In the event Owner(s) fails to comply with the Management Standards or any City ordinances governing historic landmarks, the Commission may revoke, after notice and an opportunity for a hearing, this Agreement.

4. PROMISE OF OWNERS. The Owner(s) agrees to and promises to fulfill the following Management Standards for his/her property which is the subject of the Agreement. Owner intends to bind his/her land and all successors and assigns. The Management Standards are: "THE SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION AND GUIDELINES FOR REHABILITATING HISTORIC BUILDINGS (36 CFR Part 67)." Compliance with the Management Standards shall be monitored by the Historic Landmarks Commission.

5. HISTORIC LANDMARKS COMMISSION. The Owner(s) must first obtain from the Commission a "Certificate of Appropriateness" for any action which would affect any of the following:

- (A) demolition;
- (B) relocation;
- (C) change in use;
- (D) any work that affects the exterior appearance of the historic landmark; or
- (E) any work affecting items described in Exhibit A.

6. In the case of an application for a "Certificate of Appropriateness" for the demolition of a landmark, the Owner(s) agrees to meet with the Commission to seek alternatives to demolition. These negotiations may last no longer than forty-five (45) days. If no alternative is found within that time, the Commission may take up to forty-five (45) additional days to attempt to develop alternatives, and/or to arrange for the salvage of architectural artifacts and structural recording. Additional and supplemental provisions are found in City ordinances governing historic landmarks.

This Agreement is entered into the year and date first above written.

  
Owner

Owner

**CITY OF SPOKANE**

**HISTORIC PRESERVATION OFFICER**

**MAYOR**

  
Megan M.K. Duvall

Nadine Woodward

**ATTEST:**

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

**Approved as to form:**

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

STATE OF Washington )  
County of Spokane ) ss.

On this 15<sup>th</sup> day of June, 2020, before me, the undersigned, a Notary Public in and for the State of Washington, personally appeared Chris Batten, to me known to be the individual(s) described in and who executed the within and foregoing instrument, and acknowledged that he (he/she/they) signed the same as his (his/her/their) free and voluntary act and deed, for the uses and purposes therein mentioned.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 15<sup>th</sup> day of June, 2020.



Stephanie N Bishop  
Notary Public in and for the State  
of Washington, residing at Spokane  
My commission expires 6/6/22

STATE OF WASHINGTON )  
County of Spokane ) ss.

On this \_\_\_\_\_ day of \_\_\_\_\_, 2020, before me, the undersigned, a Notary Public in and for the State of Washington, personally appeared NADINE WOODWARD, MAYOR and TERRI L. PFISTER, to me known to be the Mayor and the City Clerk, respectively, of the CITY OF SPOKANE, the municipal corporation that executed the within and foregoing instrument, and acknowledged the said instrument to be the free and voluntary act and deed of said municipal corporation, for the uses and purposes therein mentioned, and on oath stated that they were authorized to execute said instrument and that the seal affixed is the corporate seal of said corporation.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Notary Public in and for the State  
of Washington, residing at Spokane

My commission expires \_\_\_\_\_

## **Attachment A**

## **Secretary of The Interior's Standards**

**1.** A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.

**2.** The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.

**3.** Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.

**4.** Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.

**5.** Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.

**6.** Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color,

texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

**7.** Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.

**8.** Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.

**9.** New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

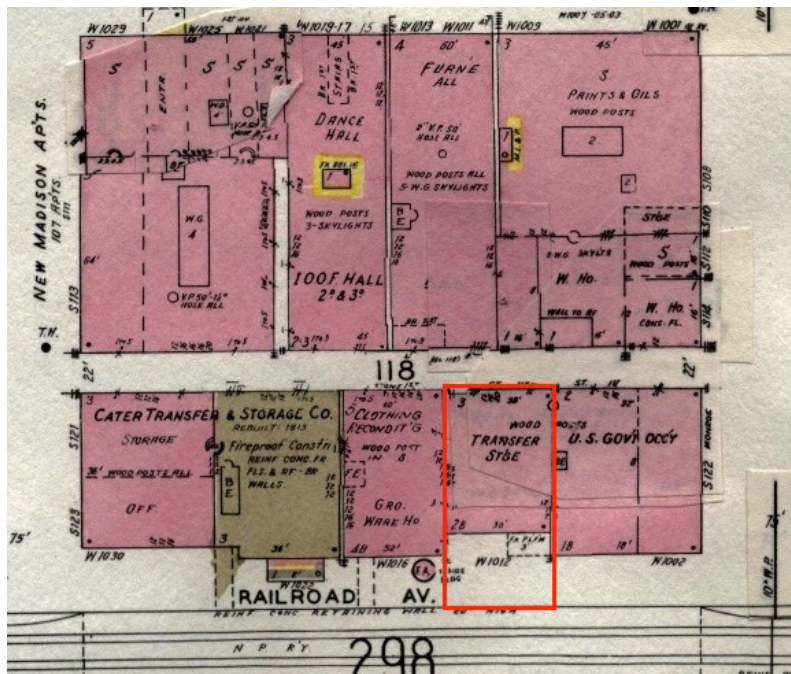
**10.** New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.





# WASHINGTON MACHINERY

1012 WEST RAILROAD ALLEY AVENUE



SPOKANE REGISTER NOMINATION

4/28/2020

# Spokane Register of Historic Places Nomination

*Spokane City/County Historic Preservation Office, City Hall, Third Floor  
808 Spokane Falls Boulevard, Spokane, Washington 99201-3337*

## 1. Name of Property

Historic Name: Washington Machinery & Supply Company  
And/Or Common Name: Railside Apartments

## 2. Location

Street & Number: 1012 West Railroad Avenue  
City, State, Zip Code: Spokane, WA, 99201  
Parcel Number: 35192.5357

## 3. Classification

Category	Ownership	Status	Present Use
<input checked="" type="checkbox"/> building	<input type="checkbox"/> public <input type="checkbox"/> both	<input checked="" type="checkbox"/> occupied	<input type="checkbox"/> agricultural <input type="checkbox"/> museum
<input type="checkbox"/> site	<input checked="" type="checkbox"/> private	<input type="checkbox"/> work in progress	<input checked="" type="checkbox"/> commercial <input type="checkbox"/> park
<input type="checkbox"/> structure			<input type="checkbox"/> educational <input checked="" type="checkbox"/> residential
<input type="checkbox"/> object	<b>Public Acquisition</b>	<b>Accessible</b>	<input type="checkbox"/> entertainment <input type="checkbox"/> religious
	<input type="checkbox"/> in process	<input checked="" type="checkbox"/> yes, restricted	<input type="checkbox"/> government <input type="checkbox"/> scientific
	<input type="checkbox"/> being considered	<input type="checkbox"/> yes, unrestricted	<input type="checkbox"/> industrial <input type="checkbox"/> transportation
		<input type="checkbox"/> no	<input type="checkbox"/> military <input type="checkbox"/> other

## 4. Owner of Property

Name: Electric & Railside LLC  
Street & Number: 502 West Riverside, STE 103  
City, State, Zip Code: Spokane, WA 99201  
Telephone Number/E-mail: 509-217-5508/Chris@RenCorpRealty.com

## 5. Location of Legal Description

Courthouse, Registry of Deeds	Spokane County Courthouse
Street Number:	1116 West Broadway
City, State, Zip Code:	Spokane, WA 99260
County:	Spokane

## 6. Representation in Existing Surveys

Title: N/A

Date: Enter survey date if applicable

Depository for Survey Records:

☐ Federal ☐ State ☐ County ☐ Local  
Spokane Historic Preservation Office

## 7. Description

### Architectural Classification

### Condition

- ☐ excellent  
☒ good  
☐ fair  
☐ deteriorated  
☐ ruins  
☐ unexposed

### Check One

- ☐ unaltered  
☒ altered

### Check One

- ☒ original site  
☐ moved & date \_\_\_\_\_

*Narrative statement of description is found on one or more continuation sheets.*

## 8. Spokane Register Criteria and Statement of Significance

**Applicable Spokane Register of Historic Places criteria: Mark "x" on one or more for the categories that qualify the property for the Spokane Register listing:**

- ☒ A Property is associated with events that have made a significant contribution to the broad patterns of Spokane history.
- ☐ B Property is associated with the lives of persons significant in our past.
- ☒ C Property embodies the distinctive characteristics of a type, period, or method of construction, or represents the work of a master, or possesses high artistic values, or represents a significant and distinguishable entity whose components lack individual distinction.
- ☐ D Property has yielded, or is likely to yield, information important in prehistory history.
- ☐ E Property represents the culture and heritage of the city of Spokane in ways not adequately addressed in the other criteria, as in its visual prominence, reference to intangible heritage, or any range of cultural practices.

*Narrative statement of significance is found on one or more continuation sheets.*

## 9. Major Bibliographical References

*Bibliography is found on one or more continuation sheets.*

## 10. Geographical Data

Acreage of Property: Less than one  
Verbal Boundary Description: See attached  
Verbal Boundary Justification: Nominated property includes entire parcel and urban legal description.

## 11. Form Prepared By

Name and Title: Jim Kolva, Owner  
Organization: Jim Kolva Associates, LLC  
Street, City, State, Zip Code: 115 South Adams Street, Suite 1, Spokane, WA 99201  
Telephone Number: 509-458-5517  
E-mail Address: jim@jimkolvaassociates.com  
Date Final Nomination Heard:

## 12. Additional Documentation

*Additional documentation is found on one or more continuation sheets.*

13. Signature of Owner(s)

*Ch. M. Burt*

14. For Official Use Only:

Date nomination application filed: 5/20/20

Date of Landmarks Commission Hearing: 6/17/20

Landmarks Commission decision: Approved

Date of City Council/Board of County Commissioners' hearing: 8/3/20

decision: \_\_\_\_\_

I hereby certify that this property has been listed in the Spokane Register of Historic Places based upon the action of either the City Council or the Board of County Commissioners as set forth above.

*Megan Duvall*

7/15/20

Megan Duvall

Date

City/County Historic Preservation Officer  
City/County Historic Preservation Office  
Third Floor – City Hall  
808 W. Spokane Falls Blvd.  
Spokane, WA 99201

Attest:

Approved as to form:

City Clerk

Assistant City Attorney

### SUMMARY STATEMENT

Built in 1904 to house the Washington Machinery and Supply Company, and expanded in 1907, the unreinforced red brick building is mid-block between two buildings and faces the BNSF Railroad viaduct on the south. (The building was expanded again in 1910, but that portion became the Pacific States Electric Building in 1928.) Railroad Alley Avenue provides frontage on the north side. Because of slope and changes in grade, the north side is three stories above grade, and the south side is two stories above grade. The north façade is flat and divided into six equally-spaced window bays on the second and third floors. Aligned below on the basalt rubble ground floor wall and opening to Railroad Alley are two windows, two pedestrian doors, and one off-set loading door. On the railroad side, the plain brick south facade rises from a concrete loading platform and includes a former loading door on the west end, one segmental-arch window in the middle and a former loading door on the east end. On the second floor are six equally-spaced segmental-arch windows. In the brick field above the window arches is, in faded white letters: "WASHINGTON MACHINERY AND SUPPLY CO. A sheet metal coping caps the parapet wall of the flat roof.

The building is characteristic of the warehouses along the Northern Pacific corridor: concrete loading platform along the south (railroad) side, basalt rubble basement wall (ground level exposed on north side), plain brick walls with wood post and beam structure, segmentally-arched windows, and flat roof. Wrought iron balconies and new window and door sash were applied to the original façade ca. 2005.

### DESCRIPTION OF PROPERTY

Located in the West Downtown, mid-block, and fronting on Railroad Alley Avenue, the building is within a string of historic warehouse buildings flanking the Burlington Northern Santa Fe elevated railroad viaduct. (The twenty-foot tall concrete viaduct replaced the at-grade Northern Pacific mainline and spurs in 1915.) Along the south side facing the BNSF elevated viaduct, the subject building is two stories tall and set inward about ten feet from the south façade of the former Washington Rubber Building (1908) that is adjacent to the west, and the Pacific States Electric Building (1928) that is adjacent to the east. The three story north façade of the building fronts on Railroad Alley Avenue and is directly across from a parking lot and the historic Montvale Hotel (1899, SRHP) on the northeast and the U.S. Rubber Building (1911, SRHP) on northwest. West of these buildings are the 1909 Odd Fellows Lodge (1910, SRHP) and the Madison Hotel (1906, SRHP). The buildings that are across the alley front along First Avenue. Monroe Street forms the eastern boundary of the block with First Avenue on the north, Madison Street on the west, and the elevated viaduct of the BNSF Railroad (formerly Northern Pacific) on the south. Originally, the south boundary over which the viaduct is sited was Pacific Avenue and the Northern Pacific Railroad main line and spurs that served the warehouse district.

The building is setback roughly 36 feet from the BNSF viaduct with the area in between used for driveway and parking. The building is about 50 feet wide and 70 feet in depth and has a footprint of approximately 3500 square feet. The west and east property lines



are along the junctures of the adjacent buildings; and the north property line and the building line coincide along Railroad Alley Avenue. After the expansions in 1907 and 1910, the building extended east to Monroe Street, but that segment was partially incorporated into the now adjacent Pacific States Electric Building constructed in 1928.

### **North Facade**

The north façade fronts along Railroad Alley Avenue with the end walls merging with the flanking buildings. The three-story basalt rubble and red brick building is flat without projections or significant detailing. The basalt is a random pattern while the brick is in common bond with headers every seventh course. The ground floor that opens to Railroad Alley Avenue with one segmental arch loading door, two pedestrian doors, and two window bays is basalt rubble and functions as the foundation wall that supports the brick upper stories. As the east and west side walls extend south, the walls transition to basement walls that join the below-grade wall along the south side. The height of the basalt wall segment is relatively short and terminates at the door and window heads in segmental brick arches that spring from the basalt section. Within the flat brick field of the second and third floors are six equally-spaced segmental-arched windows on each floor. The window openings are framed vertically with the plain brick wall, slightly-projecting brick header sills that extend one brick beyond the jambs, and segmental arches composed of three rows of brick headers on the second floor, and two rows of brick headers on the third floor.

The upper floors window sash is wood and, with brick molds, is set back about four inches from the façade plane. Vertically-oriented, the openings are divided into two sections by a horizontal window head that creates a tall section divided by the vertical casement frame into two lights, and a transom that is divided into 18-lights, consisting of six columns by three rows. Above the transom and filling the segmental arch segment is a spandrel of painted wood. Two wrought-iron balconies are on each floor and wrap the two westerly bays, as well as the fourth and fifth bays, leaving the third and sixth bays open. Each balcony encompasses a window- and a door-pair. The windows are as previously-described, and the doors are French-style with ten glass lights (two columns) within a wood frame. The openings containing the doors retain the same transom configuration as the windows, but the bottoms have been cut down to floor level to provide level access. The transom windows over the doors are slightly smaller in height but contain twenty-one lights that are smaller in size than in the window transoms. The doors are flush with the outside frame and the door head is wider to compensate for the shorter door heights.

Within the roughly-hewn basalt rubble wall on the ground floor of the north-facing façade from west to east and aligned with the windows above, are a flat metal panel pedestrian door; a wood-frame window; a wood-frame, glass-panel pedestrian door; an offset assembly of double wood-frame glass panel doors and glass sidelights; and a wood-frame window. The windows are set deep within the basalt wall with no sill and are configured with two-over-two glass lights in a fixed wooden frame. The arches of the windows and pedestrian doors are composed of three rows of brick headers that spring from the basalt wall section. The brick arch of the wider loading door is composed of four rows of brick headers. Whereas the western juncture of the basalt wall has a defined joint, the eastern

juncture is somewhat nebulous as the basalt runs through the westerly Western States Electric building.

The parapet wall steps down from west to east in four steps of about eight-inches each. A brown-painted sheet metal coping caps the top of the wall behind which is a rubberized fabric covering the flat roof.

### **West Façade**

The west façade abuts the taller Washington Rubber Building and is not visible.

### **East Façade**

The east façade abuts the slightly lower Pacific States Electric Building. A solid brick wall segment and sheet metal cap are visible above the roof of the adjoining building.

### **South Façade**

Facing the elevated Burlington Northern Santa Fe railroad viaduct, the plain brick south facade rises from a concrete loading platform and terminates in a low parapet wall that is capped by a brown-painted sheet metal coping. Within the two-story wall are, on the ground floor, a former loading door on the west end, one segmental-arch window slightly east of the middle, and a former loading door on the east end; on the second floor, like the north side, are six equally-spaced segmental-arch window bays, two of which have been converted to accommodate French-style doors. Faded, painted white letters in the brick field above the window arches read: "WASHINGTON MACHINERY AND SUPPLY CO." The wall terminates in a three-course corbeled cornice capped with sheet metal just above the sign.

The ground floor is elevated approximately thirty-inches from grade by a concrete wall that originally extended out about four feet as a loading platform. In the west and east corners are concrete steps and landings in lateral runs that open toward each other and provide access to single wood-frame glass-panel pedestrian doors slightly in from the corners. The door openings, as well as the side windows, extend from the platform grade to a steel I-beam header that bridges the former loading door openings. The west bay is wider than the east, and inboard of the pedestrian door, is configured in three sections of vertically-aligned wood-frame casement windows. Above each of the two-light sections is a twenty-four-light transom (eight columns, three rows), and at the bottom of each are recessed bead-board panels. The door opening is slightly narrower with a seven-by-three-light configuration. The I-beam headers over each of the loading door opening are clad with a wood panel fascia, corona molding and end blocks. A band of dentils is along the bottom.

The off-center first floor window opening is framed on the sides by the brick wall, a slightly projecting brick header sill, and a segmental arch comprised of header voussoirs in three rows. The spandrel is a simple painted wood panel. The wood sash is divided into six-by-fourteen lights—six columns, fourteen rows.

The east entry consists of a single wood-frame glass-panel entry door and a fixed pair of vertically-oriented single-light wood sash windows. Similar to those on the west end, six-by-three light transoms are above each window; a single bead board panel bridging both windows is below. The door opening is topped with a seven-by-three-light transom window. The I-beam header is configured identically to that of the west bay.

The second floor is symmetrically-arranged: at each end is a window and door pair with a wood balcony in front. The middle two bays are configured identically to the flanking second floor windows and similar to that of the first floor (and the north façade). As opposed to the opening of the first floor, the segmental arches are composed of a double-row of brick headers. The sash is wood and, with brick molds, is set back about four inches from the façade plane. Vertically-oriented, the opening is divided into two sections by horizontal window head that creates a tall section divided by the vertical casement frame into two lights, and a transom that is divided into eighteen lights, six-by-three. The doors are French-style with ten glass lights (two columns) within a wood frame. The openings containing the doors retain the same transom configuration as the windows but have been cut down to floor level to provide balcony access. Because of a shorter door height, the transom windows over the doors are larger with seven columns and four rows.

## **Interior**

### **Basement/First Floor**

The basement opens as the first floor on the north side of the building. The only access for people and for light is on the north wall via three pedestrian doors and two window bays. Divided into three businesses, the interior has concrete floors and basalt, brick, and concrete walls. Wood posts and beams support the exposed floor joists.

### **Second Floor (ground floor on south side) and Third Floors**

The second floor and third floors have been converted into six loft apartment units. Exposed brick walls and wood post and beams are significant elements of the historic structure of the warehouse building.

## **ORIGINAL APPEARANCE & SUBSEQUENT MODIFICATIONS**

The building has had three major expansions and alterations. The first building for the Washington Machinery & Supply Company was constructed in 1904. This building was either razed or incorporated into the 1907 expansion for the same company. The building was separated into two segments in 1928 when the Pacific States Electric Building was constructed to the east fronting Monroe. The new Pacific States Electric building, which again appears to have incorporated portions of the 1907 building, is 75 feet in length and 80 feet wide.

As depicted in the 1910 Sanborn Insurance map, the Washington Machinery & Supply Co. occupied the eastern half of Block 118 and its west end abutted the five-story brick Washington Rubber building. The east end extended out to and fronted along Monroe Street. The north façade, along Railroad Alley was flush with the adjoining buildings to the west while the south façade was inset about ten feet from the facades of the buildings to the west and the Pacific States Electric building to the east. The dimensions of the building were about 70 feet wide by 125 feet long.

The westerly 3-story section was about 50 feet by 70 feet. The two-story section as depicted in the 1958 Sanborn map was 75 feet in length (east to west) by 80 feet wide (north to south).

The window sash and the doors on both facades of the building were modified around 2005 when the interior was converted to apartments. During the time, balconies were added on both facades: two wood balconies on the second floor of the south façade; and four wrought iron on the second and third floors of the north façade.

## **SECTION 8: STATEMENT OF SIGNIFICANCE**

### **Areas of Significance**

**Category A - Broad Patterns of Spokane History, Trade and Commerce**

**Category C – Architecture**

**Significant Date – 1904, 1907, 1928 Construction, enlargement, reduction**

**Architect – Unknown**

**Builder - Unknown**

## **SUMMARY STATEMENT**

The Washington Machinery and Supply Company is an example of a rail corridor warehouse as described in the West Downtown Historic Transportation Corridor nomination. As a contributing building to the district, the Washington Machinery & Supply building is described as follows in the nomination:

This simple warehouse is typical of the solid brick structures of this district. It has had new windows installed in the segmentally arched openings on the second floor and new warehouse type doors installed on the first floor. The plain façade has virtually no detail which is indicative of its commercial/warehouse uses.

Washington Machinery & Supply occupied this building from 1904 to about 1919. From 1928 to 1940 the building served as a warehouse for Nott-Atwater, located at 157 S. Monroe. From 1941 to about 1943 General Electric Supply Company used the building as a warehouse. Stranahan Motorcycle Dealers occupied the building from 1966-1975, and B. Four Motorcycle Supplies took over occupancy in 1976-1977. In 1979 the building was purchased by William F. Burchett.

The warehouse building served as a transfer point for materials shipped into Spokane via the Northern Pacific Railroad to serve the market of Spokane and the Inland Northwest. Although the window sash on the second floor of the front façade (north) and the rear façade (south) has been altered, the building retains its fundamental character and is recognizable as described in the nomination: basalt foundations, red brick walls, segmental-arch window openings, railside concrete loading dock, and main dockside loading doors. The building is significant under Category C as a specific example of a rail corridor warehouse as described in the West Downtown Historic Transportation Corridor nomination.

The Northern Pacific (NP) rail corridor extended between and parallel to the alleys between First and Second Avenues in a swath through downtown Spokane. The NP owned the land, through a land grant, between the alleys and leased it to the owners of the buildings along the corridor. The railroad encouraged the construction of warehouses and industrial buildings along the corridor since these businesses would provide revenue



to the railroad through the leases as well as the freight charges. Typically, the NP (and subsequently the Burlington Northern, and Burlington Northern Santa Fe) entered into what amounted to month-to-month leases for the land. The buildings were owned by private individuals, mostly those using them for business. The railroad lease provided that the building owners would vacate the land (remove the buildings) with thirty-days-notice, if requested by the railroad on termination of the land lease. This constraint precluded the financing of major renovation or rehabilitation of the buildings because banks would not lend long-term funds on essentially a month-to-month lease. And, it was not until the early 2000s when permission was granted by Congressional action for BNSF to sell non-operating property along the corridor.

The twenty-five warehouses within the district served as receiving and distributing points for a continuous supply of manufactured goods arriving and leaving by train. Spokane's West Downtown Historic Transportation Corridor exemplifies that development. Most of the district's buildings that face the Northern Pacific Railroad were built between 1891 and 1911 as railroad dependent businesses.

#### **Significant under Category A – Historical Significance**

Eligible under Category A as a contributing building to the West Downtown Historic Transportation Corridor (NHR 1999), the warehouse building possesses architectural and historical significance and integrity of material and form as described within that district. Because it was constructed during the city's most significant period of growth, 1900 to 1910, and as a raiiside warehouse, the Washington Machinery & Supply Co. building is a characteristic property type built along the original Northern Pacific Railroad street-level corridor. Although it has been altered over the years, it retains its essential character and place in the continuum of the regional commerce of the downtown area.

The building is within an historic corridor of warehouse buildings that runs from Division to Cedar streets in the downtown core. Both sides of the 1916 elevated Northern Pacific railroad viaduct between the flanking alleys were lined with two-to-three story red brick buildings that were built to support the Northern Pacific Railroad and Spokane's position as a regional distribution center.

#### **Significance under Category C – Architectural Significance**

Per the West Downtown nomination, the warehouse symbolized the commercial age, particularly in association with the railroad corridor that crossed Spokane's downtown business district. The building meets the description of the warehouse in the National Register District nomination: unreinforced red brick walls on a basalt foundation, wood post and beam structure, concrete loading docks, flat and simple in design, segmental-arch windows and flat roofs. They are two-to-four-story brick warehouses and factories, many of which stand on uncoursed basalt foundations. Most were designed in a utilitarian style characterized by recessed segmental-arched windows and openings and simple corbelled brick that served as limited ornament.

In themselves as individuals, these vernacular brick warehouses are humble working-class buildings and not distinguishable as architectural masterpieces. They are simple in material, form and detailing, and were for the most part, purely functional.

### **Historical Context**

The historical context for Spokane has been included in several National and Spokane Register nominations, including the West Downtown Historic Transportation Corridor (NHR 1999), and Desmet Avenue Warehouse Historic District (NHR 1996), and East Downtown Historic District (2003).

The Spokane River and its falls had long been a gathering place for Native American tribes. It also attracted white settlers, J.J. Downing and family, and S.R. Scranton who established a claim at Spokane Falls in 1871. James N. Glover and Jasper Matheney would follow and purchase the claims of 160 acres and the sawmill from Downing and Scranton. Early industry would use the water power for milling and sawing lumber and to generate electrical power. The settlement would grow slowly until the railroad entered the city.

The Northern Pacific Railroad arrived in Spokane Falls in 1881, the year of Spokane's incorporation, and with the connection of the eastern and western branches in 1883, transcontinental service through Spokane Falls was established. Spokane continued to grow as a regional shipping and distribution center through the 1880s. Between 1886 and 1889 the population increased from 3,500 to 20,000 people. Although suffering a set back by the fire of August 4, 1889, which destroyed approximately thirty-two blocks of the business district from the railroad tracks to the river and from Lincoln to Washington Streets, the city quickly rebounded as new brick buildings rose from the ashes. The devastation wrought by the fire resulted in a city ordinance to reduce fire hazard, leading to brick and terra cotta becoming the dominant building materials of the rebuilt downtown.

When Spokane businessmen rebuilt the downtown after the fire, the business district would spread east to Division Street and follow Monroe Street across the river. Sanborn Fire Insurance maps from 1891, 1902, and 1910 show a marked increase in the building of commercial buildings in the east downtown. Frame dwellings gave way to brick commercial buildings and street frontages began to solidify. Among the property types and businesses that were prevalent were hotels, lodging houses, saloons, banks, drug stores, and restaurants. They were built to meet the needs of a rapidly growing population.

Generally, warehouses cropped up along the Northern Pacific rail corridor between the two alleys bracketing the tracks. In the blocks south of that warehouse district were shops and two-to-three-story apartment buildings and hotels. These apartment blocks ran along Second and Third avenues, and the cross streets including Post, Howard, Stevens, and Washington as they advanced up the lower South Hill.

According to the United States Census, Spokane's population exploded from 36,848 to 104,402 between 1900 and 1910. According to architectural historian Eugenia Woo (2003):

This growth mirrored the population expansion of the state that saw its greatest increase in the same decade. Many people moving to Washington settled in the states three largest cities: Seattle, Tacoma, and Spokane. Various industries rapidly developed and with it a demand for more buildings. Most of the city's urban downtown skyline was created from about the late 1890s to 1912 with the construction of office buildings, banks, hotels, department stores and other commercial buildings. As author John Fahey describes, Spokane, which had put up 675 new structures in 1900 as migration accelerated, built 1,500 to 1,900 buildings a year from 1904 through 1909.

The economic boom and population expansion of approximately the first fifteen years of the 20th century was short-lived. Growth in both areas in the next decade slowed considerably. By 1920, the population of Spokane was only 104,437, an increase of only 35 people from 1910. Investors soon realized the city was overbuilt. The region it served (the Inland Northwest) was not able to sustain the city and keep pace with the speculative growth. By 1950, the population had increased by only 50,000.

### **The Railroads and their Influence on Industry, Commerce, and Labor**

The story of industry, commerce, and labor in Spokane is tightly interconnected with the coming of the railroads. The Northern Pacific Railroad (NP) came to Spokane in 1881 with the connection to cross the continent in 1883. During the next two decades, several Northern Pacific branch lines were built through the region, establishing Spokane as a hub, to serve the farming, lumber, and mining areas of the Inland Northwest. Additionally, the Union Pacific (UP), Great Northern (GN), and the Chicago, Milwaukee, St. Paul & Pacific (MILW) came through Spokane on their way to the west coast. By the turn of the century, eight railroads converged in Spokane making the city a major transportation center.

Spokane's proximity to abundant natural resources in mining, lumbering, and agriculture was a great catalyst in transforming Spokane into the major distribution center of the Inland Northwest. The prospect of finding gold, silver, lead, copper, zinc and other minerals drew men to the area seeking their fortune. Spokane became a principal distribution point for equipment and supplies. Miners patronized Spokane's mining outfits, hotels, saloons, restaurants, and gambling halls before and after setting off to the mines. Many who made their fortune from the mines settled in Spokane and helped build the city.

Among the industries that began to rise at the turn of the 20th century was the lumber industry. The arrival of the railroads lowered lumber shipping rates in 1894, thus

allowing mills to ship lumber farther. Forests in the Great Lakes region of the Midwest had been depleted and the Great Lakes lumber barons looked elsewhere for mature forests. Western states and railroads solicited these lumber barons to deforest their lands to increase commerce. Like any other industry, the timber industry saw cycles of boom and bust. By 1930, the timber industry had declined significantly.

The Washington Machinery and Supply Company carved its business niche in the lumber industry. In March 1903, the *Spokane Daily Chronicle* reported that the new owners of the company, Messrs. George H. Wright and William Aitchison already had five cars (rail) of new goods coming from the east. They were in the business of manufacturing and distributing equipment for lumber mills; mills that would produce the lumber that would, in turn, be shipped back to the east coast. *The Spokesman-Review* in August of 1903 carried the company's advertisement for sawmill equipment: "Saw Mills, Gang Edgers, Trimmers, Engines and Boilers."

Railroad connections to eastern markets and to the west coast allowed Spokane suppliers to fill a demand for lumber products that contributed to the increasing growth of Spokane. Flour was shipped to such diverse ports as Liverpool, New York, or Tokyo. Livestock and meat also moved out of Spokane. The city grew as both a market for goods and a regional supplier.

### **Building History Chronology**

#### **Sanborn Insurance Maps show the development of the block**

The Washington Machinery and Supply Company building is in the western portion of downtown Spokane along the Burlington Northern Santa Fe railroad viaduct, originally built by the Northern Pacific Railroad. Within a block-wide corridor that stretches through downtown Spokane between Division Street on the east and Cedar Street on the west, the warehouse district was built predominantly between 1900 and 1910. The following is a chronology of the development of the block in which the building resides as well as a history of the building itself.

The **1888 map** depicts Block 18, Railroad Addition, bounded on the north by "W. 1<sup>st</sup> St.," south by W. Railroad Av., east by Monroe, and west by Madison." The subject site, within the southern half of Block 18 was at that time in the area depicted as "W. RAILROAD AV." The northern half of the block as depicted shows that four frame dwellings occupied the eastern one-third and two dwellings occupied the northwest corner of the block.

In **1889** ten wood-frame dwellings occupied all the parcels in the northern half of the block. The subject site was still within the yet to be defined area along the railroad mainline and spurs.

The **1890 and 1891 maps** depicted twelve wood dwellings on the northern half of the block (now Block 118). West Railroad Avenue and the Northern Pacific main line and spur bounded the south side of the block which was still not defined as a parcel.

Transition marked the **1902 map** (as the downtown commercial district was moving west. By the 1902, Sanborn the Block 118 had expanded southward and was bounded on the south by Pacific Avenue (formerly Railroad Avenue) and the main track of the Northern Pacific. An unnamed east-west alley (now Railroad Alley Avenue) bounded the original block (north half) and now divided the expanded block. In the north half, two westerly lots were labeled as “excavation for new block,” two dwellings, a two-unit residence, the Montvale Block in the northeast corner, and three dwellings in the southeast corner filled in the block. West Railroad Avenue had been consolidated into a single parcel labeled “NORTH WEST IMPROVEMENT CO’S COAL AND WOOD YARD” which was now south of the alley and northern half of the block. A rail spur penetrated the yard and connected to the Northern Pacific R.R. main tracks to the south. The assemblage of track within the rail corridor is now labeled Pacific Av. “FORMERLY RAILROAD AVENUE.”

This new parcel and the entire strip of land along the railroad corridor south of the future Railroad Alley Avenue was owned by Northern Pacific Railroad. The railroad leased the land to the individuals, partnerships, or corporations that would build and own the warehouse and manufacturing buildings along the rail corridor. This strip of land ran the entirety of the downtown area between the alleys bounding the north and the south of the railroad ownership. On this land, businesses that would provide not only lease payments, but rail shipping charges would be constructed on the land owned by the Northern Pacific. [When a building was sold by its owner, the lease was, in essence, sold with the building in that the new building owner had to negotiate a lease with the Northern Pacific.]

On March 3, 1903, the *Spokane Daily Chronicle* reported the purchase of the holdings of A. G. Kamm in the Washington Machinery and Supply company, on the northwest corner of Monroe and Railroad avenues. George Wright and William Aitchison, the new owners stated that it was the intention of the company to enlarge their plant and add about 30 feet to their present building as well as incorporate. The next day a notice was published in the *Chronicle* that the co-partnership between A.G. Kamm and William Aitchison, doing business as Washington Machinery and Supply company, is dissolved by mutual consent; and further, George H. Wright and William Aitchison would continue the business and pay all outstanding indebtedness against said firm and receipt for all outstanding accounts.

Later in the month on March 27<sup>th</sup>, *The Spokane Press* reported: “The Washington Machinery and Supply company filed articles of incorporation today with a capital of \$25,000,” and reiterated that the company would soon begin construction of a large addition to their current plant.



On May 3<sup>rd</sup>, the *Chronicle* reported the purchase of the Ulley-Smith Machine shop by the Washington Machinery & Supply company and moving its operations to the corner of Monroe and the Northern Pacific tracks. "The new building will be fitted up soon and the company is planning on manufacturing small articles of machinery that have been shipped from the east heretofore."

Washington Machinery and Supply company ran an advertisement in *The Spokesman-Review* in August 1903 for "Saw Mills, Gang Edgers, Trimmers, Engines and Boilers." They were supplying the regional lumber industry with equipment for cutting, transporting, and milling logs into lumber. Additionally, they provided mining and milling equipment and supplies.

On November 3, 1903, *The Spokane Press* touted the new business:

The annually increasing demand for steam power and machinery of all kinds in Washington and adjoining states necessitates ample facilities for their production, hence the construction of boilers, machinery, etc., constitutes a very important branch of industry, and Spokane, which has been a great center for producing these products, has developed a very extensive business in these lines and in this industrial issue of *The Spokane Press* we desire to make special reference to the Washington Machinery & Supply company, whose office and warehouse is situated at the northwest corner of Monroe street and Northern Pacific railroad tracks, and the building which is a two-story brick structure 50x100 feet in area is equipped with the most modern machinery and appliances for the handling of their large business. The company was established over a year ago and are manufacturers of saw and planing mill machinery, while they are also dealers in boilers, engines, steam and power pumps, hoists as well as air compressors and rock drills and mine and mill supplies of all kinds, together with the exclusive agency of Valvoline oils, which stand without a rival in the market. The officers of the company are Mr. William Aitchison, president, and Mr. G.H. Wright, treasurer, both enterprising and progressive business men, and under their able direction this industry has had a wonderful growth and has before it a career that will become one of the most important manufactories in all this vast section of county known as the Inland Empire. The machine shops, under the direction of J.D. Ulley, give employment to a large force of men."

In response to the growth in business, the company announced plans for a new building in 1907. As reported by *The Spokesman-Review*, on January 5<sup>th</sup>:

Plans have been drawn for a new building for the Washington Machinery company on the north side of Railroad avenue facing the Northern Pacific right of way between Monroe and Madison streets. The building will be 50 by 80 feet in all and will have two stories and a basement. It will be used

principally for warehouse purposes, be built of brick and cost approximately \$8000.

The Washington Machinery company has been dealing largely in woodworking tools and steam power appliances, and intends to add a complete line of iron working tools, which necessitates more floor room than is now available.”

Growth for the company continued to expand and hence the need a concomitant expansion of the plant. The *Spokane Daily Chronicle* would report this last stage in the growth of the Washington Machinery company at the northwest corner of Monroe and the Northern Pacific Railroad. In its November 21, 1910 edition, the following was revealed: “Washington Machinery & Supply Co. to Have One of Largest in West.”

Over a portion of the same site on which the Washington Machinery and Supply company began business in Spokane seven years ago with a floor space of but 750 square feet in its establishment, that concern will soon occupy a three-story building 80 x 125 feet in dimensions, or a floor space of about 30,000 square feet.

Work will be begun early next spring by the Washington Machinery and Supply company in remodeling the greater part of its building at the northwest corner of Railroad avenue and Monroe street. The Monroe street and Railroad avenue side of the building will be reconstructed along a more attractive design of architecture and one more story will be added to that portion of the structure that now consists of but one story and a basement.

This part covers an area of 80 x 100 feet and the addition and remodeling will cost something like \$15,000, it is figured.

“We have increased our capital stock to \$125,000 from \$25,000, the original sum, for the purpose of making these changes to the building, and a good many thousands of dollars will be expended in modernizing different departments of our plant and in the installation of new and more modern machinery,” stated George H. Wright, manager of the Washington Machinery and Supply company, today.

“With these improvements made, the Washington Machinery and Supply company will have one of the largest and most modern establishment of the kind in the whole northwest. We have grown with the city since opening business here seven years ago in a little building, 2530 feet in dimensions on a part of our present site.”

On March 24, 1909, the Spokane City Council had adopted a resolution to induce the Northern Pacific Railway Company to abandon the tracks in the heart of the city. This project, which would result in a concrete structure running from east of Washington Street to Maple Street, and would narrow the width of the corridor and elevate the tracks, would not be completed until 1917.

The **1910 Sanborn** maps recorded that growth in outlining the new building in three sections; one at three stories, and two at two stories. The building stretched between Railroad Alley and Pacific Avenue/NPRR, between the five-story brick Washington Rubber Company on the west end and Monroe Street terminating the east end. Completing the west end of the southern portion of the block was the three-story brick Spokane Paint and Oil Company that abutted the west end of the Washington Rubber Company. On the northern half of the block, the five-story brick Madison Hotel was built on the west end of Block 118. The three-story brick IOOF Hall occupied the entire parcel to the east, a two-unit residential building with a shed to its south is on the next parcel, and the three-story brick Montvale Hotel remained on the northwest corner. The area behind (south) of the Montvale was vacant.

In April 1914, M. R. Rawson, from Kamiah, Idaho bought an interest in Washington Machinery and Supply for a consideration of \$12,500. Along with Rawson, Aitchison and Wright would remain owners and officers in the company. According to the *Spokane Daily Chronicle*:

“The Washington Machinery and Supply company is incorporated and was established in August, 1902 and is the only sawmill machinery supply house in Spokane,” stated Mr. Wright. ...

Mr. Wright, being still interested in the company, will attend to the outside work, with the intention of retiring entirely from active business in the future. He will move to his ranch at Clarksfork, Idaho, where he has a hundred and ninety acres, improved, and will devote himself largely to the raising of clover, Berkshire hogs and Shorthorn cattle.

Mr. Rawson was the organizer of the Rawson Lumber company, Kamiah, selling out his interests in the company last year, and, realizing the bright future for Spokane and thinking that this was an opportune time to engage in new enterprises, removed his family here.

“We have the best-equipped machinery shops in Spokane,” said Mr. Aitchison, “and intend to cater more to the handling of machinery supplies than to the machinery itself, and with this object in view have just completed the only catalogue ever issued in Spokane devoted entirely to this line, over 200 pages. We employ regularly 15 to 20 people and anticipate to add to this force materially in the near future.”

“It is the purpose of our company, when grade separation is made by the Northern Pacific railroad, to put a new building on our present site at the northwest corner of Monroe and Railroad to accommodate our rapidly increased trade.”

The new Northern Pacific Railroad elevated concrete viaduct was finally completed in 1917. The new viaduct, about 20 feet tall and 80 feet wide was a wall (penetrated only by the north-south downtown streets) that divided the north and south sides of the Northern Pacific Railroad corridor. The construction of the viaduct which elevated the grade for loading and off-loading railcars some 20 feet resulted in a new level of freight

transfer operations to which most of the railroad-dependent buildings had to adapt by building a loading platform on the second or third floors and adding freight elevators.

In 1919, Washington Machinery and Supply company moved to a new larger facility on the north side of the Spokane River, on Division Street and Cataldo Avenue with access to the Oregon Railroad & Navigation Company line. With the construction of the Northern Pacific viaduct, they lost direct connection to the railroad; but unlike other building owners along the corridor, they did not build a bridge to reestablish connection to their building.

The Northwest Phonograph Jobbers, Inc. was organized in 1920 to wholesale phonographs and accessories in the Inland Empire. The *Spokane Daily Chronicle* edition of May 27<sup>th</sup> reported that they had just opened new offices and a warehouse yesterday at S122 Monroe Street. Scott Electric Company advertised its business in 1921 at this address, followed in 1922 by Rennie Electric. Electrical and battery shops and a ladder factory would also occupy the building.

The 1928 Sanborn map shows the north half of the block in its current configuration with the U.S. Rubber Building as the new building on the map. On the southern portion, the Sanborn notes that the east half of the Spokane Paint and Oil Building is reinforced concrete, rebuilt in 1913. The Washington Rubber Building has the notation "poultry." The Washington Machinery building is labeled "MACHINERY WAREHO." The easterly portion of the building, that would become the Pacific States Electric Building in 1928, in the middle section houses an electric stove warehouse, and in the eastern end is a battery shop, and on the second floor, a ladder factory. The 1916 concrete Northern Pacific viaduct is depicted but somewhat obscured by the paste over from the update of the 1910 map.

In 1928 the Washington Machinery & Supply building was reduced to its current footprint with the construction of the Pacific States Electric Building. The three-story section of the building remained in its original and current configuration when the Electric Building was constructed, but this footprint and use was not yet illustrated in this map update.

It was not until the 1950 Sanborn Map that the current footprint is shown. In addition, the map shows the Northern Pacific railroad viaduct, a reinforced concrete retaining wall 20-feet high, as bounding the south boundary of the block. Also, in depicting the subject building, labels it and the two building segments to the east (now the Pacific States Electric Building) as "GENERAL ELECTRIC SUPPLY CORP," an electrical supply warehouse.

Apparently, the 1012 West Railroad address was used from 1928 to 1940 by the Nott-Atwater Company (157 South Monroe) as a warehouse. General Electric Supply followed, using the building as a warehouse between 1940 and 1953, while the Pacific

States Electric company, essentially a subsidiary General Electric Supply, maintained its business office at S122 Monroe, the face of the building.

Between 1956 and 1960, 1012 was listed by Polk as vacant, but may have been used for storage. Stranahan Motors/Motorcycle dealers occupied the 1012 West Railroad between 1976 and 1977.

The 1958 (p282) Sanborn map indicates that the entire block was covered with brick buildings (one was concrete). The former Washington Machinery building was now separated from the 1928 Electric Building (which incorporated portions of the former) and was labeled "TRANSFER STORAGE." The two easterly sections that had been incorporated into the Pacific States Electric Building in 1928, are labeled "U.S. GOV'T OCC'Y."

The building, along with the Electric Building, were purchased by the owners of Burchett Studios (photography) and Roberts Formal Wear in 1978. At this point, the ownership of the Washington Machine and the Electric buildings is somewhat muddled. Because the buildings were on railroad leases, the records at the Assessors' office regarding ownership are not available (a local title company was unable to provide a chain of title). But it appears that the Burchett and Mills partnership owned both buildings and they were generally discussed under the S122 Monroe address (with a chronology in the SHR nomination for the Pacific States Electric Building).

Frank Bartel, business editor for the *Spokane Daily Chronicle* wrote on July 15, 1978: "Old Warehouse Is Scheduled to Become 'Fashionable Spot.'" The shabby structure was to become a home for arts, fashion and restaurants. Most of this activity was in the Electric Building, but the Washington Machine warehouse would become a venue for the visual and performing arts as a gallery for an organization called "Touchstone."

In April 1983, the Touchstone Center for the Visual Arts organization "...took possession of an empty downtown warehouse." As described by Michael Schmeltzer in The *Spokesman-Review*. "Approximately half of the 3,500 square feet of gallery space in the converted warehouse—located at W1012 Railroad, just west of Monroe between First Avenue and the Burlington Northern viaduct—will be devoted to an exhibit of work by artists commissioned to produce pieces for District 81's new elementary schools." The gallery had been created to show the work of local artists as a cooperative venture, but in its short life was able to show an impressive slate of shows featuring regional and nationally known artists. The most prominent show took place in 1984 with the exhibit of works by Nancy Reddin Keinholz and Ed Kienholz. The show, which included their famous "Pedicord Apts" tableau traveled next to the San Francisco Museum of Modern Art for its world premiere, then to other nationally-recognized museums, and now resides in the Frederick R. Weisman Museum in Minneapolis. Touchstone gallery closed in 1985 after the name Touchstone was appropriated for use by the Walt Disney studios which threatened a law suit in 1987. This was in spite of the fact that Spokane's Touchstone preceded Disney's use of the name. As Doug Clark, columnist for the



Spokesman-Review would say in “Heigh ho, heigh ho, it’s off to court we go ....”  
Spokane’s Touchstone did not have the dollars to battle Disney which wanted to trademark the name.

After being vacant and used for storage, the building again came to life in 2003 when the Odd Girls, LLC, a group of three women investors from Seattle and Spokane developed six apartment units in the buildings, one of the early warehouse to loft conversions along the BNSF rail corridor, following the Adams Street Lofts, Blue Chip Lofts, and the Auto Lofts between Adams and Jefferson streets. This group at the time owned all the buildings in the block except the Montvale Hotel.

The Assessor’s Field File for 2001 indicated the ownership of the strip of four buildings between Madison and Monroe between Railroad Alley Avenue and the BNSF viaduct were owned by City Terminal LLC. Following City Terminal, the Odd Girls LLC added three buildings and controlled all of the block except the Montvale Hotel. Ownership was transferred the building to Spokane Partners, LLC by quit claim deed on January 14, 2005. Spokane Partners owned all of the buildings in the block except for the Montvale. Eventually, the Spokane Partners suffered financial difficulties and surrendered the properties by trustee deed to Assist, Inc. which then conveyed to Evesham, LLC on April 19, 2013. Finally, the property was conveyed by statutory warranty deed from Evesham, LLC to Electric & Railside, LLC. January 17, 2019.

BIBLIOGRAPHY

Durham, Nelson W. History of the City of Spokane and Spokane County, Washington. "William J. Ballard." Vol. 2, pp. 604-608.

Hylsop, Robert B. Spokane's Building Blocks. 1983.

Kalez, Jay J., "Waiting for Trains Was a Way of Life." The Spokane Daily Chronicle. 11/30/1968.

Kolva, Jim. F.T. Crowe/Luminaria Building. Spokane Historic Register Nomination. 2/15/2007.

Kolva, Jim. George H. Gallagher Company/Hobson Auto Supply/Barrister Winery. Spokane Historic Register Nomination

Mann, John, "Reins, Trains & Automobiles, Spokane's Historic Transportation Corridor." Journal of the Society for Commercial Archaeology. Fall 2001.

Polk, R.L. Directory, City of Spokane. Various years 1910-2010.

Pratt, Orville Clyde. The Story of Spokane (unpub. MS). Spokane Public Library, Ned M. Barnes Northwest Room. 1948.

Sanborn Map Company. 1889, 1890, 1902, 1910, 1928, and 1950.

Spokane County Assessor's Office. Field File for South 122 Monroe Street (includes 1012 Railroad Avenue). 2001.

Spokane County Clerk's Office, Deed records, 1900 to 2018.

Spokane City. Building Permit Records on Line. <https://my.spokanecity.org/permits/archive/>. Reviewed 7/10/2019.

*The Spokane Daily Chronicle.*

- . "Bought Out His Interest." 3/5/1903. P1:4.
- . "BANKRUPTCY." "Notice Of First Meeting Of Creditors." 5/12/1903. P7:1.
- . "BOUGHT A MACHINE SHOP." 5/9/1903. P5:4.
- . "REMODEL BIG PLANT." 11/21/1910. P21:1-2.
- . "Idaho Man Buys In Spokane Company." 4/6/1914. P8:1. [includes photos of Wright & Rawson]
- . "Jobbing Firm Opens Offices." 4/27/1920. p5:3.
- . "Parent Art Plant to Enlarge Space." 1/15/1924 p12:2.
- . "Electric Company to Lease Office." 9/11/1923. P6:7.
- . "New Electric Firm Opens Office Here." 11/10/1923. p3:4.
- . "Enloe to Erect \$30,000 Building." 7/2/1928. P8:2.
- . "Stepladder Firm Building Factory." 8/9/1928.
- . "Fireproof Home for Electric Firm on South Monroe." 10/4/1928. P2:2-4.
- . "Electric Firms Join in Merger." 9/28/1929. P1:1.
- . "Old Warehouse Is Scheduled to Become 'Fashionable Spot'." (photo) 7/5/1978. P3:1-3.

*The Spokane Press*. "New Incorporation." 3/27/1903. P3:4.

--. "Washington Machinery & Supply Co." 10/3/1903. P112:1.

*The Spokesman-Review*. Various articles 1900 to 2010.

--. "Million into New Building." 4/30/1911. Section 4, p2:6.

--. "Saw Mills, Gang Edgers, Trimmers, Engines and Boilers." (Advertisement) 8/3/1903. P4.

--. "Limestone Wood Split Pulleys." Washington Machinery & Supply Co. 10/28/1904. P3.

--. "Building for Machinery Co.: Plans Drawn for Brick Structure Costing \$8000." 1/5/1907. P15:2.

--. "Leases Part of Warehouse." 10/3/1923. P6:6.

--. "Touchstone Finally Prepares to Launch a Downtown Gallery." Michael Schmeltzer, staff writer. 4/24/1983. PE-14:1

--. "Touchstone Exhibit Nicely Celebrates Community's Rich Visual Arts Variety. Allegra Askman, special correspondent. 5/1/1983. P7:3.

--. "Prophet Finds Honor at Home." Michael Schmeltzer, staff writer. 1/8/1984.

--. "Keinholz Exhibition Opens Our Vistas." Michael Schmeltzer, staff writer. 4/29/1984.

--. "Nine Art Works Give a Portrait of Real Life." Patricia Dike, staff correspondent. 5/13/1984. PE-12:1.

--. "Touchstone." Tom Sowa, staff writer. 3/2/1986. PE-10:1.

--. "Urban Dwellings Multiply." Michael Guilfoil, staff writer. 6/18/2003. PA-6:1.

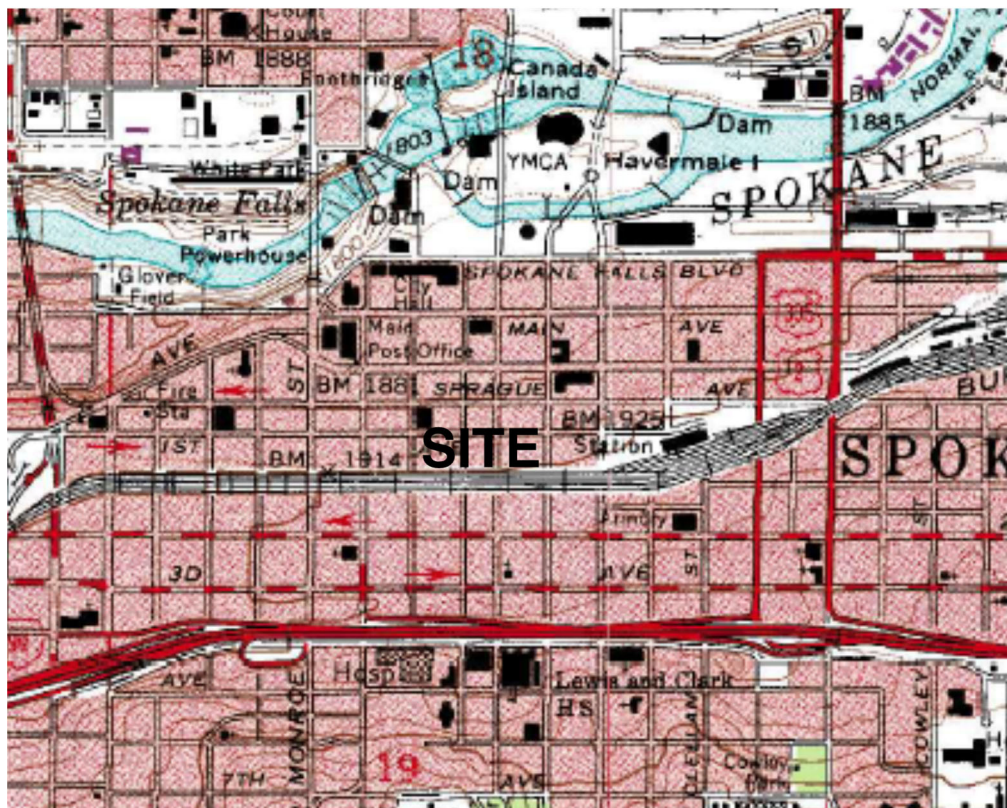
U.S. Census Records on Family Search. 1910, 1920. 1940.

Washington State University (History Department Graduate Seminar). "West Downtown Historic Transportation Corridor." National Register of Historic Places. 11/23/1999.

Wikipedia: "History of Spokane, Washington." Reviewed 2/1/2011.

Woo, Eugenia. Vermilion. East Downtown Historic District. National Register of Historic Places Nomination. 23 April 2003.

## **MAPS, GRAPHICS, AND PHOTOS**



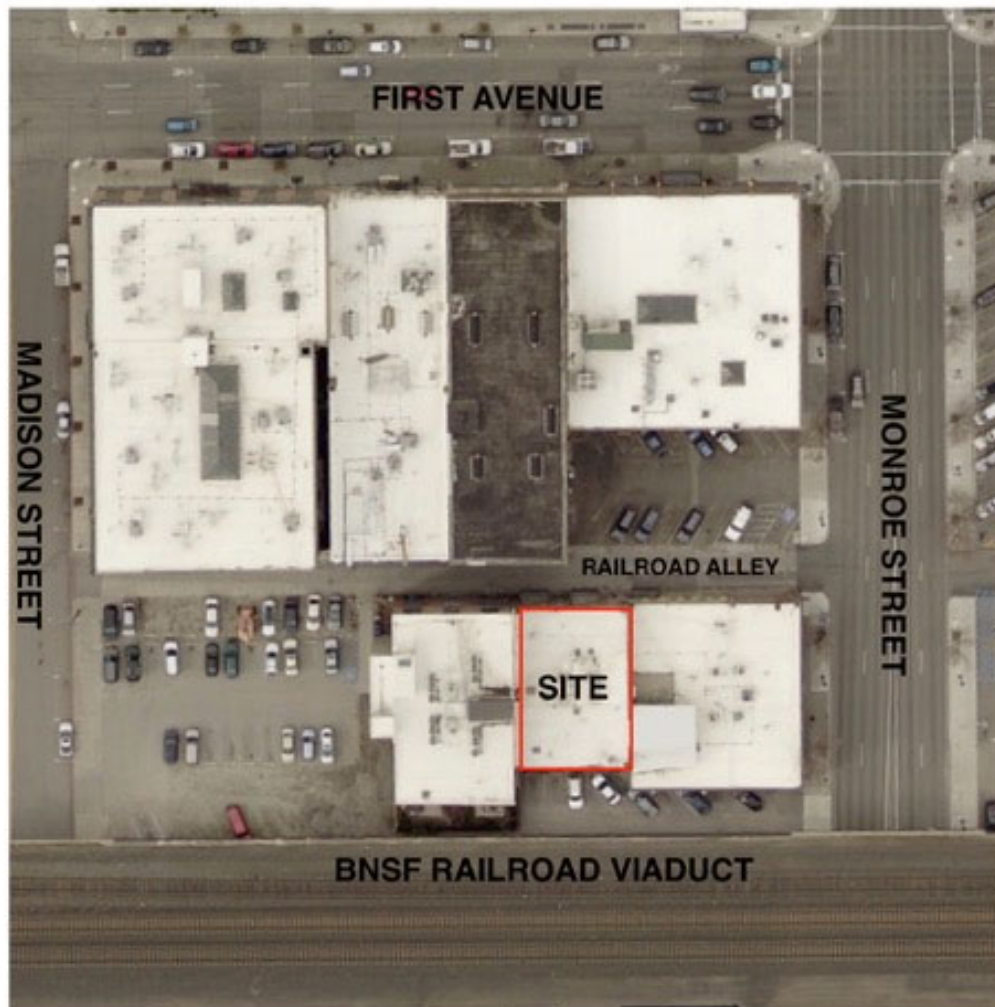
USGS 7.5 Minute Quadrangle. Spokane NW, Wash. 1974. Photorevised 1986

**RAILSIDE APARTMENTS**  
**1012 WEST RAILROAD AVENUE**

N  
1' = 2000'



WASHINGTON MACHINERY AND SUPPLY



Spokane City Map – November 2019 Download

**RAILSIDE APARTMENTS**  
**1012 WEST RAILROAD AVENUE**

↑  
N  
No scale

WASHINGTON MACHINERY AND SUPPLY



Assessor's Field File 2001, Building Photo, ca. 1975



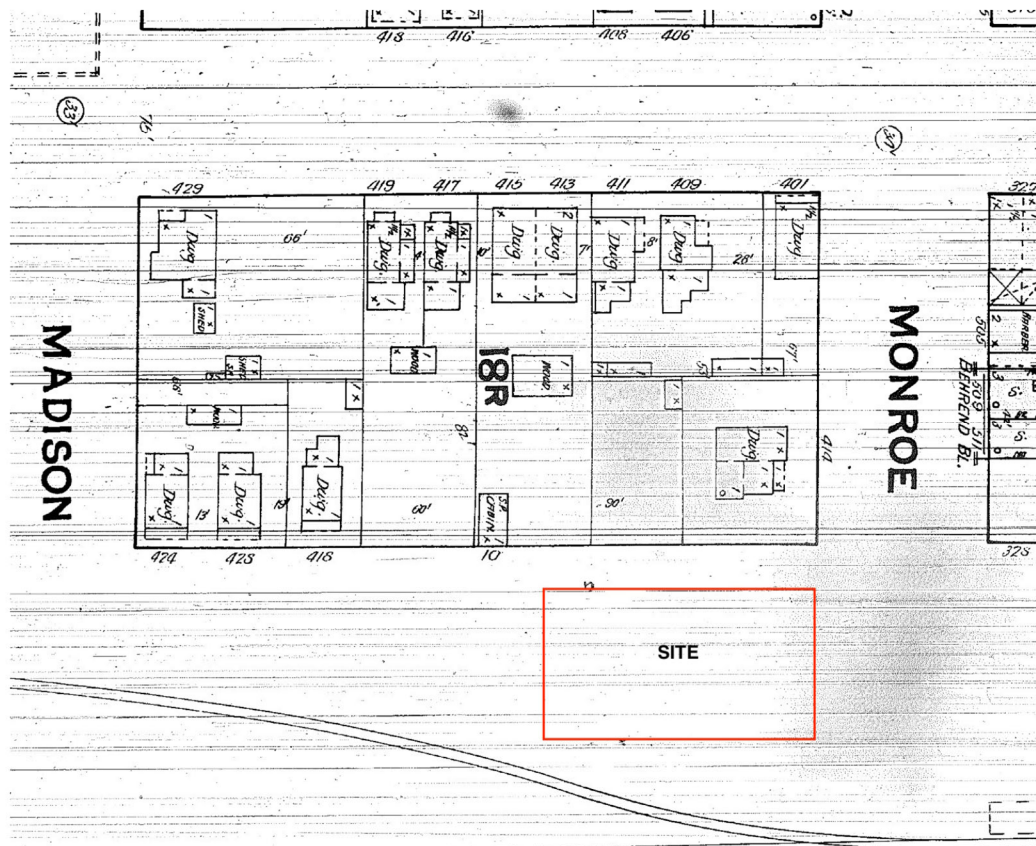
NPRR Tracks, Viaduct Under Construction Looking East from Madison, ca. 1916  
North of Tracks: Spokane Paint & Oil, Washington Rubber, Washington Machinery



WASHINGTON MACHINERY AND SUPPLY



NPRR Viaduct @ Monroe St. looking West, Washington Machinery on north side. ca. 1917  
(Taller Building in Mid-ground is Washington Rubber Co.)

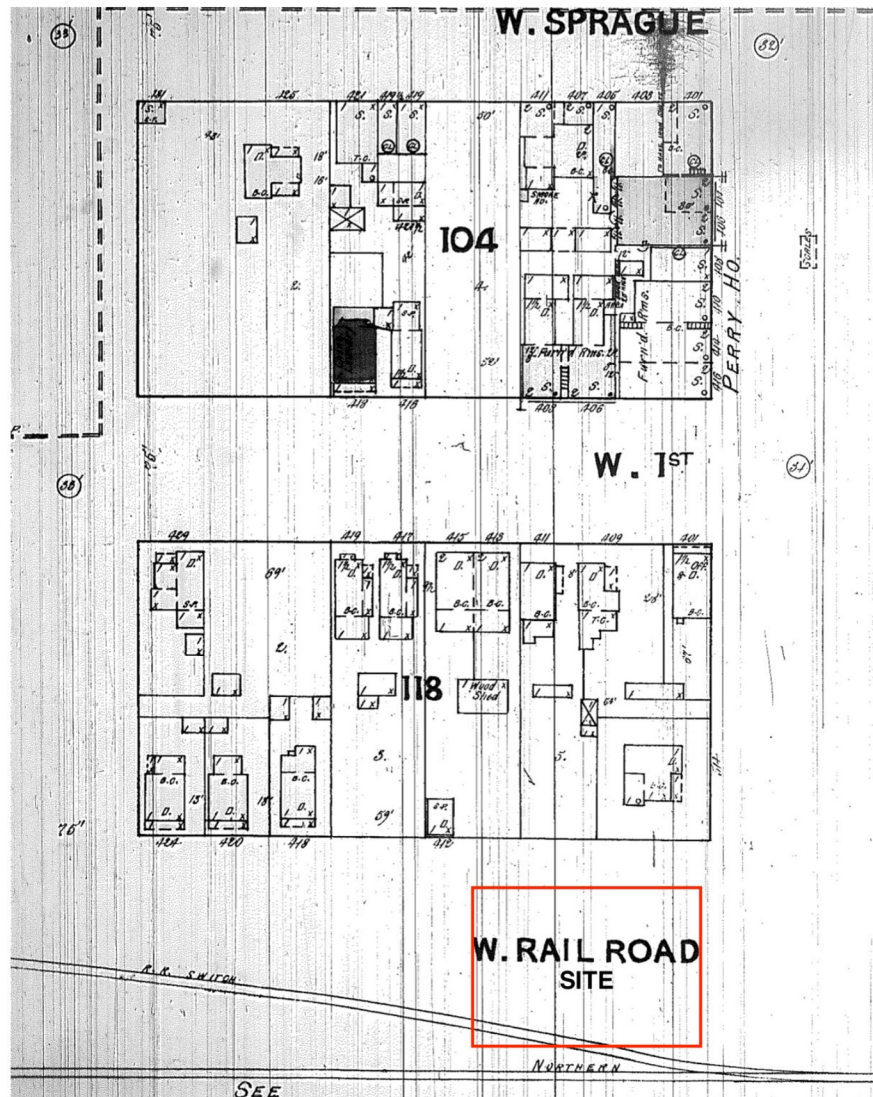


Sanborn Insurance Map – 1890 – page 9

**W. 1012 RAILROAD ALLEY AVE.  
1890 SANBORN MAP**

**N**  
1" = 100'

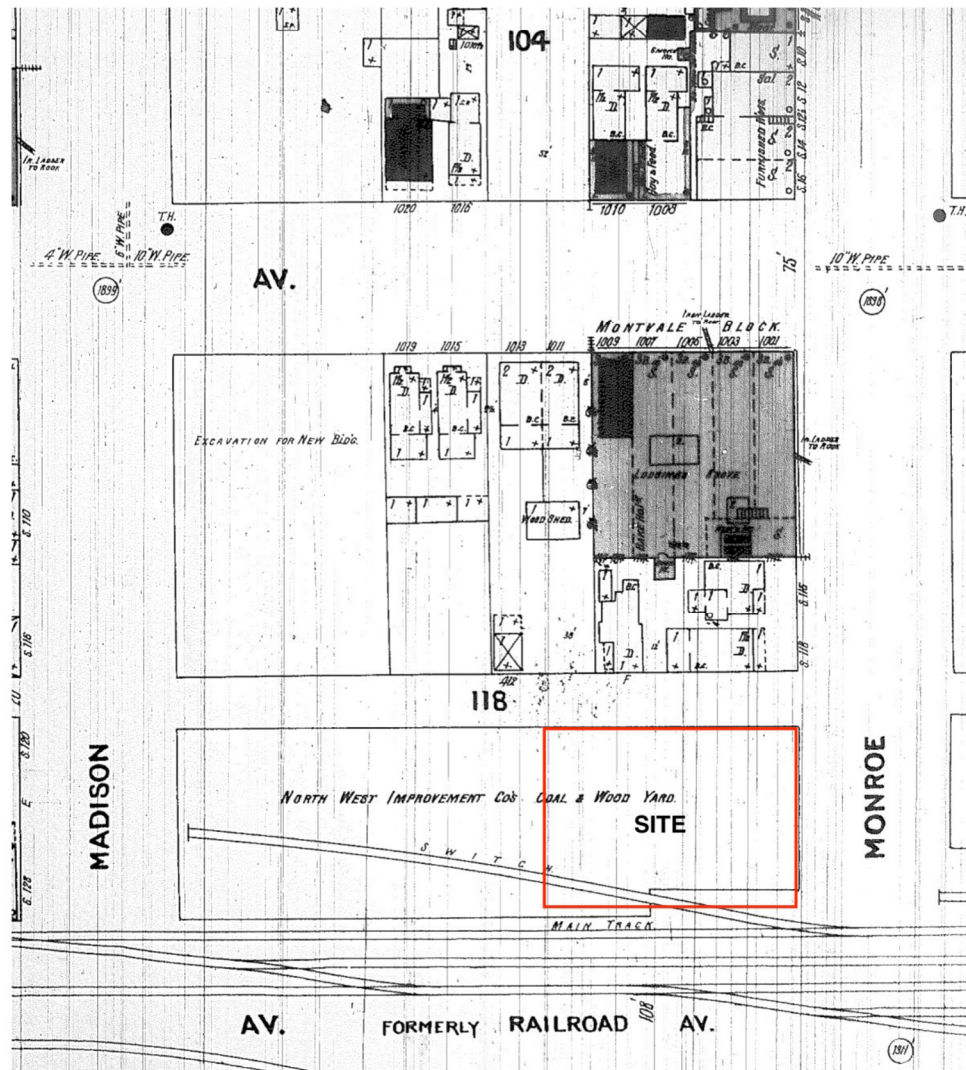




Sanborn Insurance Map – 1891 – page 12

**W. 1012 RAILROAD ALLEY AVE.  
1891 SANBORN MAP**

↑  
N  
1' = 100'

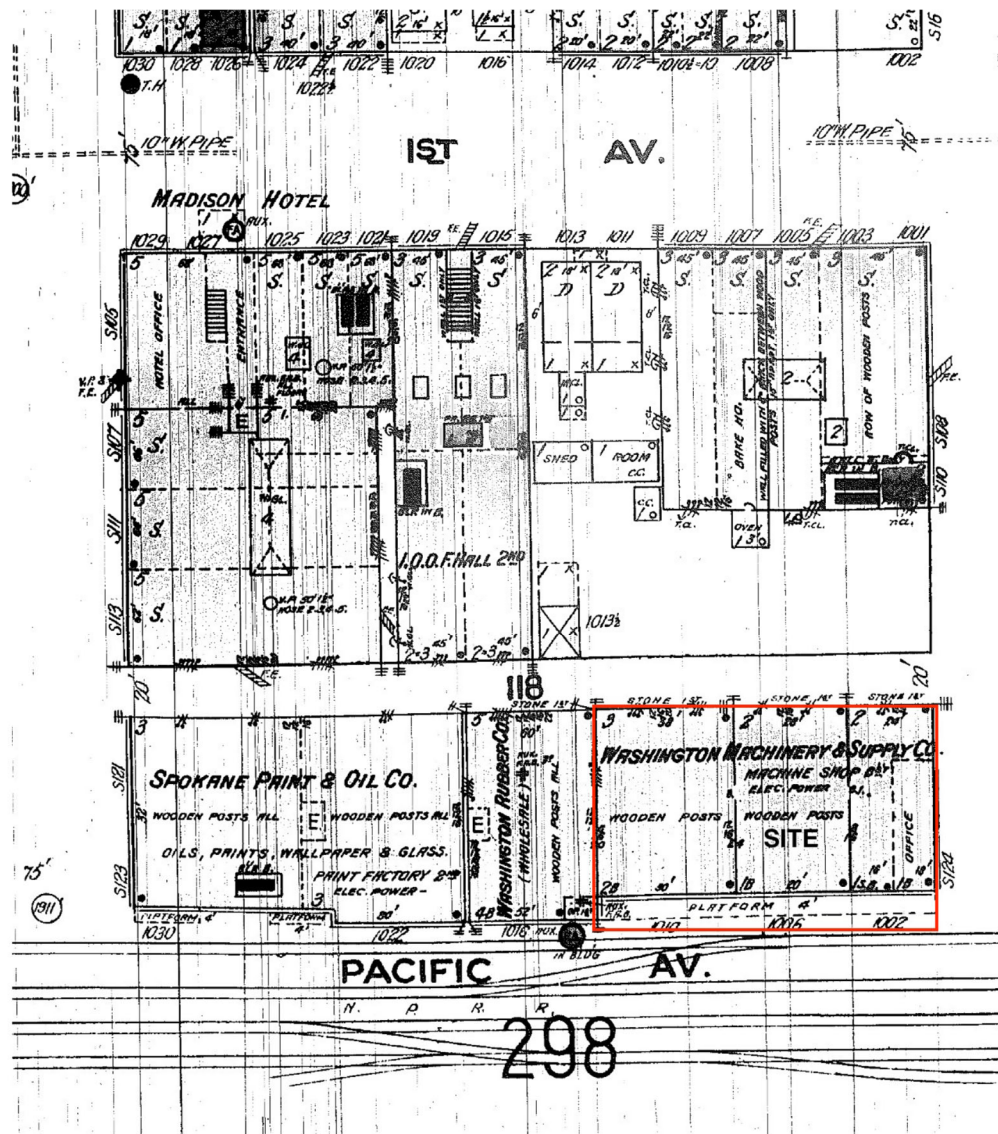


Sanborn Insurance Map – 1902 – page 22

**W. 1012 RAILROAD ALLEY AVE.  
1902 SANBORN MAP**

**N**  
1' = 100'

## WASHINGTON MACHINERY AND SUPPLY



Sanborn Insurance Map – 1910 – page 282

W. 1012 RAILROAD ALLEY AVE.  
1910 SANBORN MAP

N  
1' = 100'

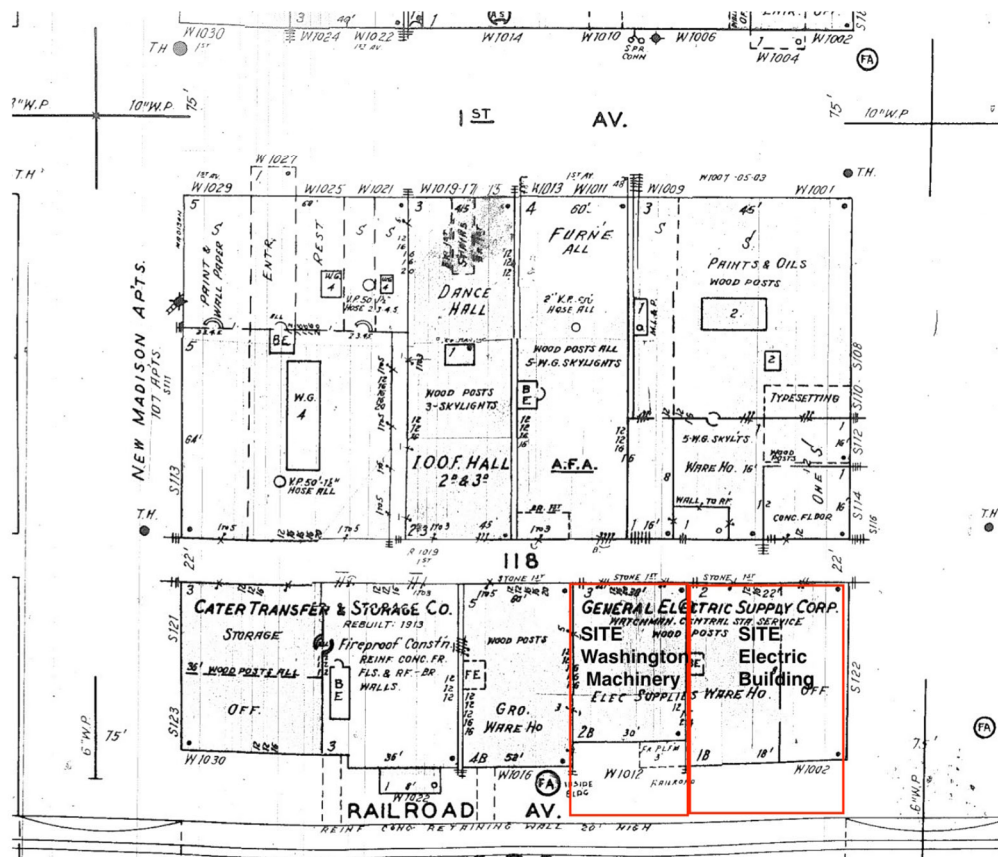




Sanborn Insurance Map – 1928 – page 282

**W. 1012 RAILROAD ALLEY AVE.  
1928 SANBORN MAP**

**N**  
1' = 100'

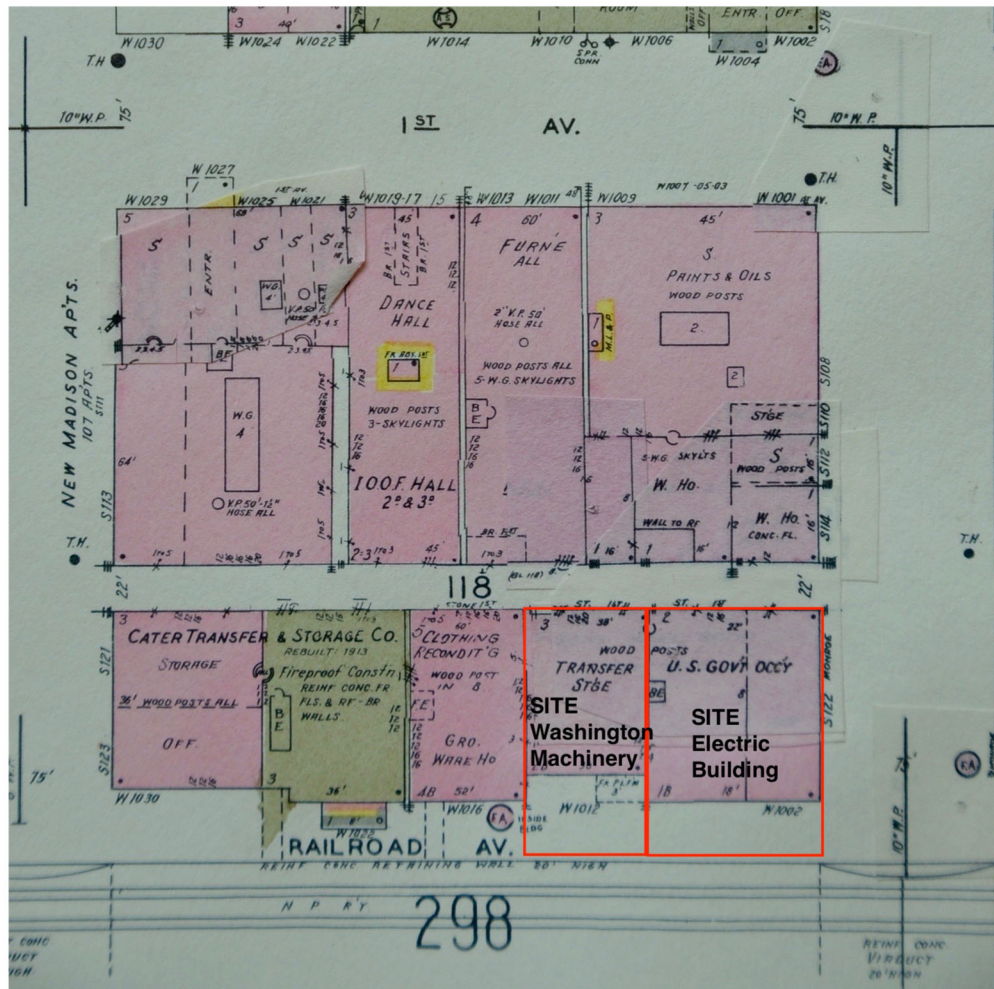


Sanborn Insurance Map – 1950 – page 282

**W. 1012 RAILROAD ALLEY AVE.**  
**1950 SANBORN MAP**

N  
 1' = 100'





Sanborn Insurance Map – 1956 – page 282

**W. 1012 RAILROAD ALLEY AVE.  
1956 SANBORN MAP**

**N**  
1' = 100'

WASHINGTON MACHINERY AND SUPPLY



1. Context along Monroe Street and Railroad Alley Avenue, looking southwest



2. North facade-three-story including at grade basement



WASHINGTON MACHINERY AND SUPPLY



3. North facade-northwest corner adjacent to Washington Rubber Building to west, looking east



4. North facade-main entry to basement/ground floor



WASHINGTON MACHINERY AND SUPPLY



5. North facade-second floor window and door and balcony



6. Context along BNSF viaduct alley, looking northwest (building in middle)



WASHINGTON MACHINERY AND SUPPLY



7. South facade-two-story with loading dock, looking northwest



8. South facade, entry to apartments, first and second floor





9. South facade-looking northeast



10. South facade-former loading door converted to pedestrian door with windows, looking north



11.South facade-second floor, door, windows, and balcony

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

08/03/2020

Date Rec'd	7/22/2020
Clerk's File #	OPR 2020-0620
Renews #	

Submitting Dept	DEVELOPER SERVICES CENTER	Cross Ref #	
Contact Name/Phone	ALI BRAST 6638	Project #	
Contact E-Mail	ABRAST@SPOKANECITY.ORG	Bid #	
Agenda Item Type	Contract Item	Requisition #	
Agenda Item Name	4700- HARRINGTON PLACE APTS MFTE CONTRACT		

**Agenda Wording**

Applicant applying for a conditional contract for the construction of a new building with 40 units at 1505 W Broadway / 719 N Walnut. Property is zoned CC1, so use is allowed.

**Summary (Background)**

Chapter 84.14 RCW authorizes the City to create a multiple family housing property tax exemption program and to certify qualified property owners for that property tax exemption. The City Council enacted Ordinance No. C-32575, which provides for the property tax exemption program for multiple housing in residential targeted areas. Pursuant to Ordinance No. C-33079, the City Council expanded the residential targeted areas.

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

Neutral	\$	#
Select	\$	#
Select	\$	#
Select	\$	#

<b><u>Approvals</u></b>		<b><u>Council Notifications</u></b>	
<b><u>Dept Head</u></b>	BECKER, KRIS	<b><u>Study Session\Other</u></b>	PIES 7/27/20
<b><u>Division Director</u></b>	BECKER, KRIS	<b><u>Council Sponsor</u></b>	Breean Beggs
<b><u>Finance</u></b>	ORLOB, KIMBERLY	<b><u>Distribution List</u></b>	
<b><u>Legal</u></b>	ODLE, MARI	abrast@spokanecity.org	
<b><u>For the Mayor</u></b>	ORMSBY, MICHAEL	kbecker@spokanecity.org	
<b><u>Additional Approvals</u></b>		jwest@spokanecity.org	
<b><u>Purchasing</u></b>		korlob@spokanecity.org	
		sbishop@spokanecity.org	
		dnorman@spokanecity.org	



## Briefing Paper

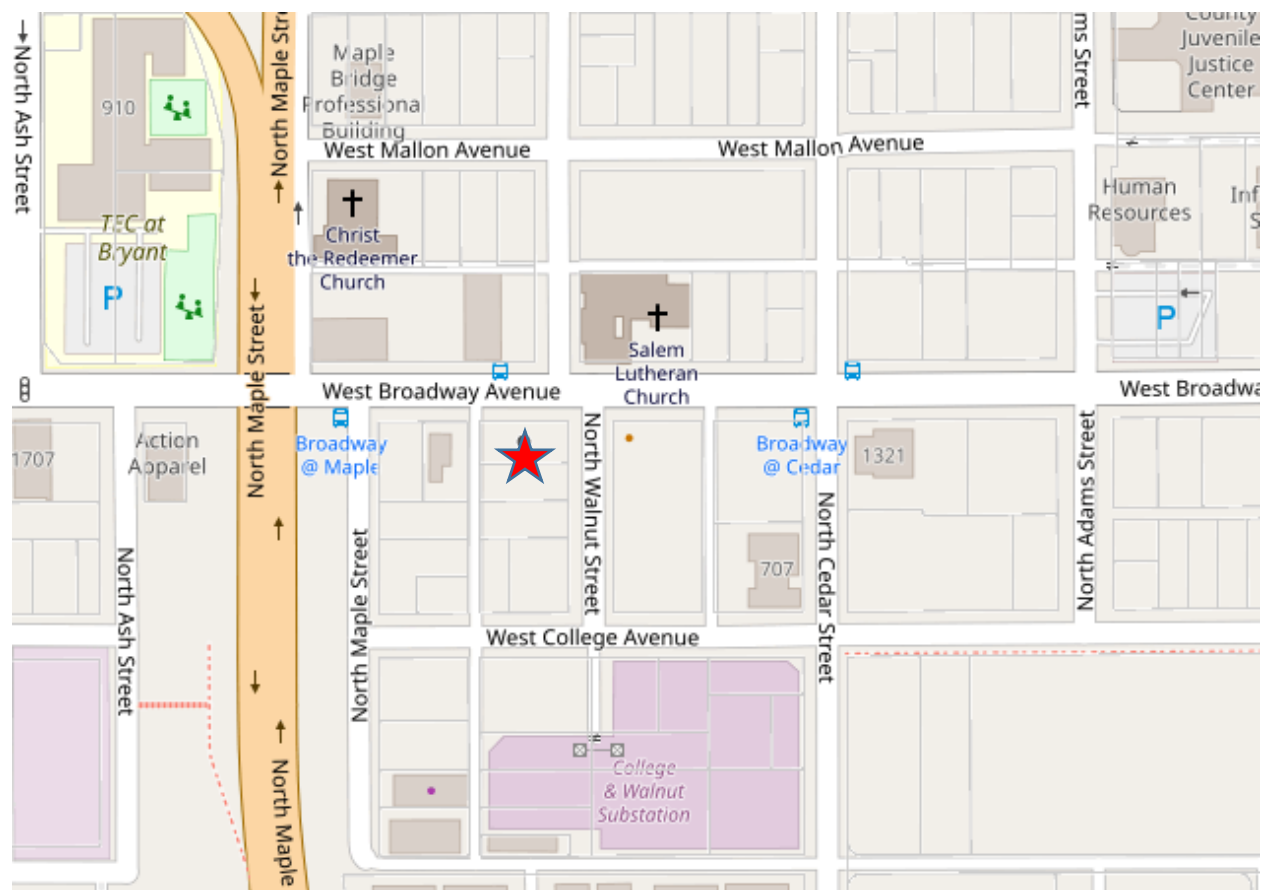
### PIES

<b>Division &amp; Department:</b>	Development Services Center
<b>Subject:</b>	MFTE Conditional Contract
<b>Date:</b>	July 27, 2020
<b>Contact (email &amp; phone):</b>	Ali Brast ( <a href="mailto:abrast@spokanecity.org">abrast@spokanecity.org</a> , 625-6638)
<b>City Council Sponsor:</b>	TBD
<b>Executive Sponsor:</b>	Wes Crago
<b>Committee(s) Impacted:</b>	PIES
<b>Type of Agenda item:</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
<b>Alignment:</b> (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	SMC 08.15 Multi- Family Housing Property Tax Exemption
<b>Strategic Initiative:</b>	
<b>Deadline:</b>	Will file for Council consideration following committee meeting
<b>Outcome:</b> (deliverables, delivery duties, milestones to meet)	Approval of Conditional Multi-Family Tax Exemption contract
<p><b>Background/History:</b> Chapter 84.14 RCW authorizes the City to create a multiple family housing property tax exemption program and to certify qualified property owners for that property tax exemption. The City Council enacted Ordinance No. C-32575, which provides for the property tax exemption program for multiple housing in residential targeted areas. Pursuant to Ordinance No. C-33079, the City Council expanded the residential targeted areas. Pursuant to Ordinance No. C-35524, the regulations were revised, allowing for rental rates of up to 115% AMI. The State statute and the City ordinance require the City to approve the application regarding the tax exemption and the necessary construction requirements. This contract authorizes the appropriate city official to enter into the Multiple Family Housing Property Tax Exemption Agreement, which will ultimately result in the issuance of a final certificate of tax exemption to be filed with the Spokane County Assessor's Office.</p>	
<p><b>Executive Summary:</b></p> <ul style="list-style-type: none"> <li>Applicant applying for a conditional contract for the construction of a new building with 40 units at 1505 W Broadway / 719 N Walnut.</li> <li>Property is zoned CC1, so use is allowed.</li> <li>This project will be able to utilize the parking waiver allowed for MFTE projects in the CC zones.</li> </ul>	
<p><b>Budget Impact:</b></p> <p>Approved in current year budget? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A</p> <p>Annual/Reoccurring expenditure? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A</p> <p>If new, specify funding source:</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<p><b>Operations Impact:</b></p> <p>Consistent with current operations/policy? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p>Requires change in current operations/policy? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A</p> <p>Specify changes required:</p> <p>Known challenges/barriers:</p>	

## Tax Abatement Information:

<b>2019 Multi-Family Tax Exemption MFTE Property Tax Forgone &amp; Savings Calculator</b>	
Project Name: Harrington Place Apartments	
Number of units in the project	40
<b>*Average Property Value Exempt per unit</b>	<b>\$121,094</b>
<b>Estimated City Property Tax forgone annually per unit</b>	<b>\$2,083</b>
Estimated Property Tax saved per project annually	\$65,875
Enter the number of years of MFTE (8 or 12)	12
Estimated Property Tax saved during the term of exemption	\$790,503
<b>Estimated City Tax forgone during the term of exemption per unit</b>	<b>\$24,994</b>
<b>Estimated City Tax forgone during the term of exemption all units</b>	<b>\$299,926</b>
<p><i>Once a project has met programmatic criteria the owner can expect to save approximately \$1,600 on their tax bill for every \$120,000 of Exempt Assessed Value on the housing portions of the property.</i></p> <p><small>*Average Property Value Exempt per unit is based upon the average of all properties currently in the MFTE Program and 2017 Property value assessments</small></p>	

## Site Map:







# Expenditure Control Form

1. All requests being made must be accompanied by this form.
2. Route **ALL** requests to the Finance Department for signature.
3. If request is greater than \$100,000 it requires signatures by Finance and the City Administrator. Finance Dept. will route to City Administrator.

Today's Date:

Type of expenditure:

Goods



Services



Department: N/A

Approving Supervisor: N/A

Amount of Proposed Expenditure: N/A

Funding Source: N/A

**Please verify correct funding sources. Please indicate breakdown if more than one funding source.**

**Why is this expenditure necessary now?**

**What are the impacts if expenses are deferred?**

**What alternative resources have been considered?**

**Description of the goods or service and any additional information?**

Person Submitting Form/Contact:

FINANCE SIGNATURE:

---

CITY ADMINISTRATOR SIGNATURE:

---

MULTIPLE FAMILY HOUSING PROPERTY  
TAX EXEMPTION AGREEMENT

THIS AGREEMENT is between the City of Spokane, a Washington State municipal corporation, as "City", and Spencer Harrington, as "Owner" whose business address is 1517 W BROADWAY AVE, SPOKANE, WA, 99201-1903.

W I T N E S S E T H:

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

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

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

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

CHANDLER 2ND S6FT OF L1 ;ALL L2 B2 & CHANDLER 2ND L3 B2

Assessor's Parcel Number(s) 25134.0201 & 25134.0202, commonly known as  
1505 W Broadway & 719 N Walnut.

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

The City and the Owner do mutually agree as follows:

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

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

rehabilitation improvements shall achieve compliance with the applicable building and construction codes.

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

4. The Owner intends to construct on the site, approximately 40 new multiple family residential housing units substantially as described in their application filed with and approved by the City. In no event shall such construction provide fewer than a total of four multiple family permanent residential housing units.

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

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

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

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

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

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

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

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

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

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

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

9. The parties acknowledge that the units are to be used and occupied for multifamily residential use. The parties further acknowledge that the certificate of occupancy issued by the City is for multifamily residential units. The Owner acknowledges and agrees that the units shall be used primarily for residential occupancy and any business activities shall only be incidental and ancillary to the residential occupancy.

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

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

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

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

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

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

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

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

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2020

CITY OF SPOKANE

By: \_\_\_\_\_  
Mayor, Nadine Woodward

Spencer Harrington

By:  \_\_\_\_\_  
Its: \_\_\_\_\_

Attest:

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

Approved as to form:

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



STATE OF WASHINGTON )  
 ) ss.  
County of Spokane )

On this \_\_\_\_\_ day of \_\_\_\_\_, 2020, before me, the undersigned, a Notary Public in and for the State of Washington, personally appeared NADINE WOODWARD and TERRI L. PFISTER, to me known to be the Mayor and the City Clerk, respectively, of the CITY OF SPOKANE, the municipal corporation that executed the within and foregoing instrument, and acknowledged the said instrument to be the free and voluntary act and deed of said municipal corporation, for the uses and purposes therein mentioned, and on oath stated that they were authorized to execute said instrument and that the seal affixed is the corporate seal of said corporation.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

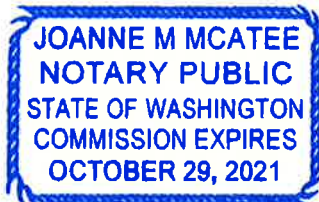
\_\_\_\_\_  
Notary Public in and for the State  
of Washington, residing at Spokane

My commission expires \_\_\_\_\_

STATE OF WASHINGTON )  
 ) ss.  
County of Spokane )

On this 12<sup>th</sup> day of June, 2020, before me, the undersigned, a Notary Public in and for the State of Washington, personally appeared Spencer Harrington, to me known to be the person who executed the within and foregoing instrument, and acknowledged the said instrument to be his/her free and voluntary act and deed, for the uses and purposes therein mentioned.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 12<sup>th</sup> day of June, 2020.



Joanne M Mcatee  
Notary Public in and for the State  
of Washington, residing at Spokane

My commission expires 10/29/2021

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

08/03/2020

<u>Date Rec'd</u>	7/22/2020
<u>Clerk's File #</u>	OPR 2020-0621
<u>Renews #</u>	

<u>Submitting Dept</u>	DEVELOPER SERVICES CENTER	<u>Cross Ref #</u>	
<u>Contact Name/Phone</u>	ALI BRAST 6638	<u>Project #</u>	
<u>Contact E-Mail</u>	ABRAST@SPOKANECITY.ORG	<u>Bid #</u>	
<u>Agenda Item Type</u>	Contract Item	<u>Requisition #</u>	
<u>Agenda Item Name</u>	4700- DISTRICT ON THE RIVER MFTE CONTRACT		

Agenda Wording

Applicant applying for a conditional contract for the construction of a several buildings with 300 units along the MLK Jr Way extension under the Hamilton overpass, near Brown Building Materials, at and around 115 N Erie St.

Summary (Background)

Chapter 84.14 RCW authorizes the City to create a multiple family housing property tax exemption program and to certify qualified property owners for that property tax exemption. The City Council enacted Ordinance No. C-32575, which provides for the property tax exemption program for multiple housing in residential targeted areas. Pursuant to Ordinance No. C-33079, the City Council expanded the residential targeted areas.

<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>	BECKER, KRIS	<u>Study Session\Other</u>	PIES 7/27/20
<u>Division Director</u>	BECKER, KRIS	<u>Council Sponsor</u>	Breean Beggs
<u>Finance</u>	ORLOB, KIMBERLY	<u>Distribution List</u>	
<u>Legal</u>	ODLE, MARI	abrast@spokanecity.org	
<u>For the Mayor</u>	ORMSBY, MICHAEL	kbecker@spokanecity.org	
<u>Additional Approvals</u>		jwest@spokanecity.org	
<u>Purchasing</u>		korlob@spokanecity.org	
		sbishop@spokanecity.org	
		dnorman@spokanecity.org	

## Briefing Paper

### PIES

<b>Division &amp; Department:</b>	Development Services Center
<b>Subject:</b>	MFTE Conditional Contract
<b>Date:</b>	July 27, 2020
<b>Contact (email &amp; phone):</b>	Ali Brast ( <a href="mailto:abrast@spokanecity.org">abrast@spokanecity.org</a> , 625-6638)
<b>City Council Sponsor:</b>	TBD
<b>Executive Sponsor:</b>	Wes Crago
<b>Committee(s) Impacted:</b>	PIES
<b>Type of Agenda item:</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
<b>Alignment:</b> (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	SMC 08.15 Multi- Family Housing Property Tax Exemption
<b>Strategic Initiative:</b>	
<b>Deadline:</b>	Will file for Council consideration following committee meeting
<b>Outcome:</b> (deliverables, delivery duties, milestones to meet)	Approval of Conditional Multi-Family Tax Exemption contract
<p><b>Background/History:</b> Chapter 84.14 RCW authorizes the City to create a multiple family housing property tax exemption program and to certify qualified property owners for that property tax exemption. The City Council enacted Ordinance No. C-32575, which provides for the property tax exemption program for multiple housing in residential targeted areas. Pursuant to Ordinance No. C-33079, the City Council expanded the residential targeted areas. Pursuant to Ordinance No. C-35524, the regulations were revised, allowing for rental rates of up to 115% AMI. The State statute and the City ordinance require the City to approve the application regarding the tax exemption and the necessary construction requirements. This contract authorizes the appropriate city official to enter into the Multiple Family Housing Property Tax Exemption Agreement, which will ultimately result in the issuance of a final certificate of tax exemption to be filed with the Spokane County Assessor's Office.</p>	
<p><b>Executive Summary:</b></p> <ul style="list-style-type: none"> <li>Applicant applying for a conditional contract for the construction of a several buildings with 300 units along the MLK Jr Way extension under the Hamilton overpass, near Brown Building Materials, at and around 115 N Erie St.</li> </ul>	
<p><b>Budget Impact:</b></p> <p>Approved in current year budget? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A</p> <p>Annual/Reoccurring expenditure? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A</p> <p>If new, specify funding source:</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<p><b>Operations Impact:</b></p> <p>Consistent with current operations/policy? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p>Requires change in current operations/policy? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A</p> <p>Specify changes required:</p> <p>Known challenges/barriers:</p>	

## Tax Abatement Information:

<b>2019 Multi-Family Tax Exemption MFTE Property Tax Forgone &amp; Savings Calculator</b>	
Project Name: The District on the River	
Number of units in the project	300
<b>*Average Property Value Exempt per unit</b>	<b>\$121,094</b>
<b>Estimated City Property Tax forgone annually per unit</b>	<b>\$15,621</b>
Estimated Property Tax saved per project annually	\$494,064
Enter the number of years of MFTE (8 or 12)	8
Estimated Property Tax saved during the term of exemption	\$3,952,516
<b>Estimated City Tax forgone during the term of exemption per unit</b>	<b>\$124,969</b>
<b>Estimated City Tax forgone during the term of exemption all units</b>	<b>\$999,754</b>
<i>Once a project has met programmatic criteria the owner can expect to save approximately \$1,600 on their tax bill for every \$120,000 of Exempt Assessed Value on the housing portions of the property.</i>	
*Average Property Value Exempt per unit is based upon the average of all properties currently in the MFTE Program and 2017 Property value assessments	

## Site Map:





# Expenditure Control Form

1. All requests being made must be accompanied by this form.
2. Route **ALL** requests to the Finance Department for signature.
3. If request is greater than \$100,000 it requires signatures by Finance and the City Administrator. Finance Dept. will route to City Administrator.

Today's Date:

Type of expenditure:

Goods



Services



Department: N/A

Approving Supervisor: N/A

Amount of Proposed Expenditure: N/A

Funding Source: N/A

**Please verify correct funding sources. Please indicate breakdown if more than one funding source.**

**Why is this expenditure necessary now?**

**What are the impacts if expenses are deferred?**

**What alternative resources have been considered?**

**Description of the goods or service and any additional information?**

Person Submitting Form/Contact:

FINANCE SIGNATURE:

---

CITY ADMINISTRATOR SIGNATURE:

---



MULTIPLE FAMILY HOUSING PROPERTY  
TAX EXEMPTION AGREEMENT

THIS AGREEMENT is between the City of Spokane, a Washington State municipal corporation, as "City", and BROWN PROPERTIES LLC, as "Owner" whose business address is 6916 S BROOKSHIRE CT, SPOKANE, WA, 99223.

WITNESSETH:

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

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

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

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

17-25-43 BSP Z2006-30 LOT 1 (AFN# 61388760), 17-25-43 BSP Z2006-30 LOT 2 (AFN# 61388760), 17-25-43 BSP Z2006-30 LOT 3 (AFN# 61388760), BSP Z2006-30 LOT 4 (AFN# 6138876) TOG W/ PTN OF VAC ERIE ST LYG ELY & ADJ TO (VAC ORD # C35780), BSP Z2006-30 LOT 5 (AFN# 61388760) TOG W/ PTN OF VAC ERIE ST LYG ELY & ADJ TO (VAC ORD # C35780), 17-25-43 BSP Z2006-30 TRACT A (AFN# 61388760) (SUBSERVIENT COMMON AREA) EX RD, BSP Z2006-30 TRACT B (AFN# 61388760) (SUBSERVIENT COMMON AREA) TOG W/ PTN OF VAC ERIE ST LYG ELY & ADJ TO (VAC ORD # C35780), BSP Z2006-30FSP TRACT C (AFN 6138876) EXC PTN OF TRACT C DAF: BEG ON NELY LN OF TRACT C ON THE ORDINARY HIGH WATER LN OF SPOKANE RIVER TH SELY ALG SD NELY LN TO MOST ELY COR OF SD TRACT C, APT ON NELY ROW LN OF ERIE ST TH SW ALG SD NWLY ROW LN & SELY LN OF SD TRACT C TO ORDINARY HIGH LINE IN A NWLY DIRECTION, PERP TO SELY LN OF SD TRACT C TO ORDINARY HIGH WATER LINE OF THE SPOKANERIVER TH NELY ALG ORDINARY HIGH WATER LINE OF SPOKANE RIVER TO POB TOG W/ PTN OF VAC ERIE ST LYG ELY & ADJ TO (SUBSERVIENT COMMON AREA) (VAC ORD # C35780)

Assessor's Parcel Number(s) 35174.0601, 35174.0602, 35174.0603, 35174.0604, 35174.0605, 35174.0606, 35174.0607, 35174.0611, commonly known as 111 N Erie, 115 N Erie, 225 N Erie, 229 N Erie.

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

The City and the Owner do mutually agree as follows:

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

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

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

4. The Owner intends to construct on the site, approximately 300 new multiple family residential housing units substantially as described in their application filed with and approved by the City. In no event shall such construction provide fewer than a total of four multiple family permanent residential housing units.

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

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

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

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

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

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

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

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

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

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

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

9. The parties acknowledge that the units are to be used and occupied for multifamily residential use. The parties further acknowledge that the certificate of occupancy issued by the City is for multifamily residential units. The Owner acknowledges and agrees that the units shall be used primarily for residential occupancy and any business activities shall only be incidental and ancillary to the residential occupancy.

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

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

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

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

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

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

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

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

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2020

CITY OF SPOKANE

By: \_\_\_\_\_

Mayor, Nadine Woodward

Brown Properties LLC

By:  \_\_\_\_\_

Its: MANAGER

Attest:

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

Approved as to form:

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



STATE OF WASHINGTON )  
 ) ss.  
County of Spokane )

On this \_\_\_\_\_ day of \_\_\_\_\_, 2020, before me, the undersigned, a Notary Public in and for the State of Washington, personally appeared NADINE WOODWARD and TERRI L. PFISTER, to me known to be the Mayor and the City Clerk, respectively, of the CITY OF SPOKANE, the municipal corporation that executed the within and foregoing instrument, and acknowledged the said instrument to be the free and voluntary act and deed of said municipal corporation, for the uses and purposes therein mentioned, and on oath stated that they were authorized to execute said instrument and that the seal affixed is the corporate seal of said corporation.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

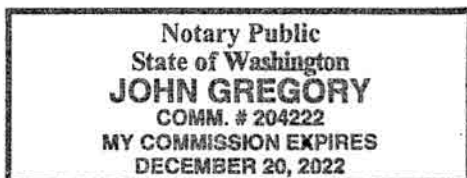
\_\_\_\_\_  
Notary Public in and for the State  
of Washington, residing at Spokane

My commission expires \_\_\_\_\_

STATE OF WASHINGTON )  
 ) ss.  
County of Spokane )

On this 15<sup>th</sup> day of JUNE, 2020, before me, the undersigned, a Notary Public in and for the State of Washington, personally appeared ERIC BROWN, to me known to be the person who executed the within and foregoing instrument, and acknowledged the said instrument to be his/her free and voluntary act and deed, for the uses and purposes therein mentioned.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 15<sup>th</sup> day of JUNE, 2020.



[Signature]  
Notary Public in and for the State  
of Washington, residing at Spokane

My commission expires 12/20/2022



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

08/03/2020

<u>Date Rec'd</u>	7/22/2020
<u>Clerk's File #</u>	OPR 2020-0622
<u>Renews #</u>	

<u>Submitting Dept</u>	DEVELOPER SERVICES CENTER	<u>Cross Ref #</u>	
<u>Contact Name/Phone</u>	ALI BRAST 6638	<u>Project #</u>	
<u>Contact E-Mail</u>	ABRAST@SPOKANECITY.ORG	<u>Bid #</u>	
<u>Agenda Item Type</u>	Contract Item	<u>Requisition #</u>	
<u>Agenda Item Name</u>	4700- WEST OF JEFFERSON MFTE CONTRACT		

Agenda Wording

Applicant applying for a conditional contract for a new 41-unit mixed use building at 1128 W Summit Parkway. Property is zoned CB-150, so use is allowed. Only the residential portion of the building will qualify for the tax abatement.

Summary (Background)

Chapter 84.14 RCW authorizes the City to create a multiple family housing property tax exemption program and to certify qualified property owners for that property tax exemption. The City Council enacted Ordinance No. C-32575, which provides for the property tax exemption program for multiple housing in residential targeted areas. Pursuant to Ordinance No. C-33079, the City Council expanded the residential targeted areas.

<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>	BECKER, KRIS	<u>Study Session\Other</u>	UE 6/8/20
<u>Division Director</u>	BECKER, KRIS	<u>Council Sponsor</u>	Breean Beggs
<u>Finance</u>	ORLOB, KIMBERLY	<u>Distribution List</u>	
<u>Legal</u>	ODLE, MARI	abrast@spokanecity.org	
<u>For the Mayor</u>	ORMSBY, MICHAEL	jwest@spokanecity.org	
<u>Additional Approvals</u>		kbecker@spokanecity.org	
<u>Purchasing</u>		korlob@spokanecity.org	
		sbishop@spokanecity.org	
		dnorman@spokanecity.org	

# Briefing Paper

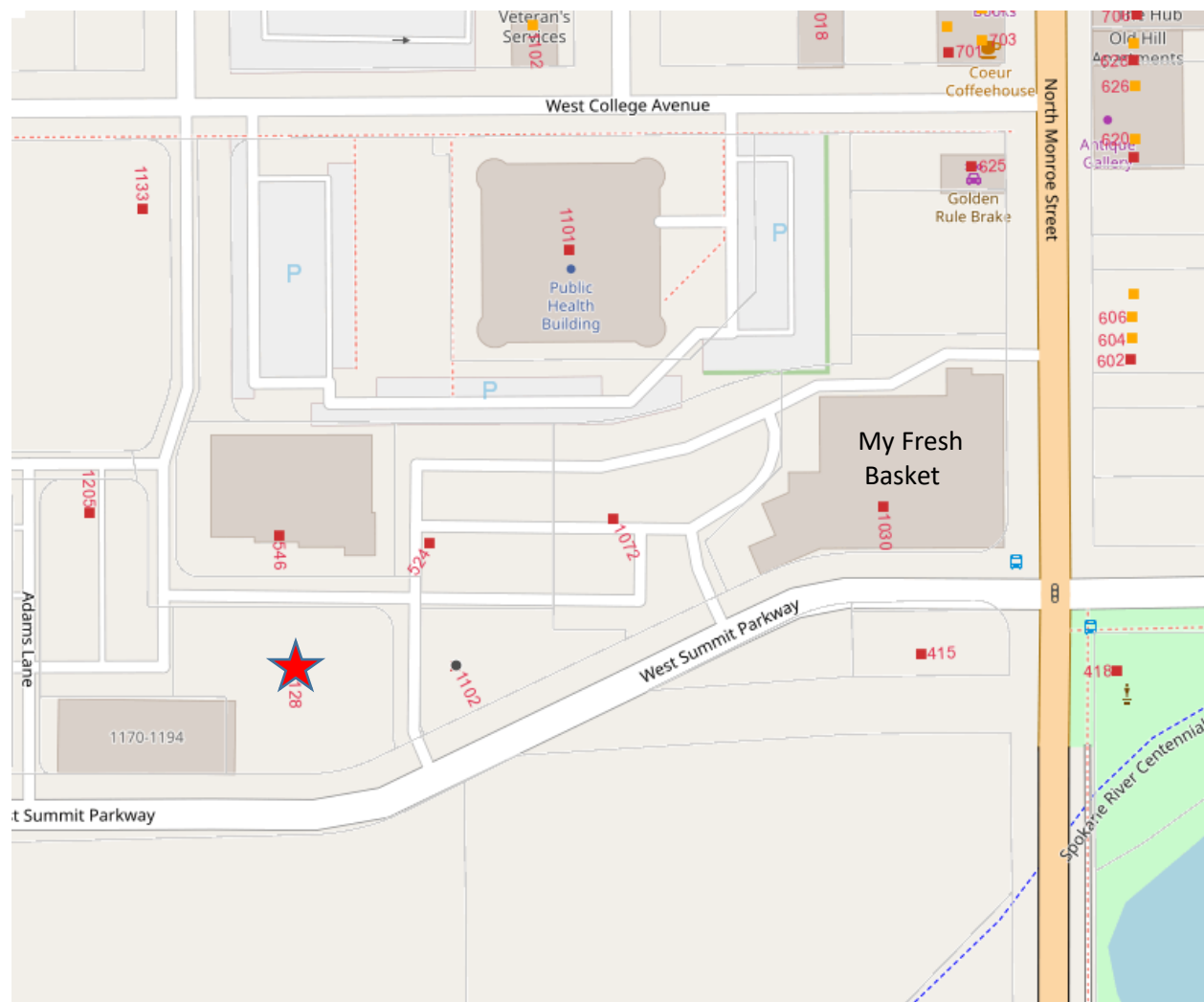
## Urban Experience Committee

<b>Division &amp; Department:</b>	Development Services Center
<b>Subject:</b>	MFTE Conditional Contract
<b>Date:</b>	June 8, 2020
<b>Contact (email &amp; phone):</b>	Ali Brast ( <a href="mailto:abrast@spokanecity.org">abrast@spokanecity.org</a> , 625-6638)
<b>City Council Sponsor:</b>	TBD
<b>Executive Sponsor:</b>	Wes Crago
<b>Committee(s) Impacted:</b>	Urban Experience
<b>Type of Agenda item:</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
<b>Alignment:</b> (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	SMC 08.15 Multi- Family Housing Property Tax Exemption
<b>Strategic Initiative:</b>	
<b>Deadline:</b>	Will file for Council consideration following committee meeting
<b>Outcome:</b> (deliverables, delivery duties, milestones to meet)	Approval of Conditional Multi-Family Tax Exemption contract
<p><u>Background/History:</u> Chapter 84.14 RCW authorizes the City to create a multiple family housing property tax exemption program and to certify qualified property owners for that property tax exemption. The City Council enacted Ordinance No. C-32575, which provides for the property tax exemption program for multiple housing in residential targeted areas. Pursuant to Ordinance No. C-33079, the City Council expanded the residential targeted areas. Pursuant to Ordinance No. C-35524, the regulations were revised, allowing for rental rates of up to 115% AMI. The State statute and the City ordinance require the City to approve the application regarding the tax exemption and the necessary construction requirements. This contract authorizes the appropriate city official to enter into the Multiple Family Housing Property Tax Exemption Agreement, which will ultimately result in the issuance of a final certificate of tax exemption to be filed with the Spokane County Assessor's Office.</p>	
<p><u>Executive Summary:</u></p> <ul style="list-style-type: none"> <li>Applicant applying for a conditional contract for a new 41-unit mixed use building at 1128 W Summit Parkway.</li> <li>Property is zoned CB-150, so use is allowed. Only the residential portion of the building will qualify for the tax abatement.</li> </ul>	
<p><u>Budget Impact:</u></p> <p>Approved in current year budget? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A</p> <p>Annual/Reoccurring expenditure? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A</p> <p>If new, specify funding source:</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<p><u>Operations Impact:</u></p> <p>Consistent with current operations/policy? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p>Requires change in current operations/policy? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A</p> <p>Specify changes required:</p> <p>Known challenges/barriers:</p>	

### Tax Abatement Information:

2019 Multi-Family Tax Exemption MFTE Property Tax Forgone & Savings Calculator	
Project Name: West of Jefferson	
Number of units in the project	41
<b>*Average Property Value Exempt per unit</b>	<b>\$121,094</b>
<b>Estimated City Property Tax forgone annually per unit</b>	<b>\$2,135</b>
Estimated Property Tax saved per project annually	\$67,522
Enter the number of years of MFTE (8 or 12)	12
Estimated Property Tax saved during the term of exemption	\$810,266
<b>Estimated City Tax forgone during the term of exemption per unit</b>	<b>\$25,619</b>
<b>Estimated City Tax forgone during the term of exemption all units</b>	<b>\$307,424</b>
<i>Once a project has met programmatic criteria the owner can expect to save approximately \$1,600 on their tax bill for every \$120,000 of Exempt Assessed Value on the housing portions of the property.</i>	
*Average Property Value Exempt per unit is based upon the average of all properties currently in the MFTE Program and 2017 Property value assessments	

### Site Map:





# Expenditure Control Form

1. All requests being made must be accompanied by this form.
2. Route **ALL** requests to the Finance Department for signature.
3. If request is greater than \$100,000 it requires signatures by Finance and the City Administrator. Finance Dept. will route to City Administrator.

Today's Date:

Type of expenditure:

Goods



Services



Department: N/A

Approving Supervisor: N/A

Amount of Proposed Expenditure: N/A

Funding Source: N/A

**Please verify correct funding sources. Please indicate breakdown if more than one funding source.**

**Why is this expenditure necessary now?**

**What are the impacts if expenses are deferred?**

**What alternative resources have been considered?**

**Description of the goods or service and any additional information?**

Person Submitting Form/Contact:

FINANCE SIGNATURE:

---

CITY ADMINISTRATOR SIGNATURE:

---

MULTIPLE FAMILY HOUSING PROPERTY  
TAX EXEMPTION AGREEMENT

THIS AGREEMENT is between the City of Spokane, a Washington State municipal corporation, as "City", and Frank Family Investments , as "Owner" whose business address is 1421 N Meadowwood Ln. Ste. 200, Liberty Lake, WA. 99019.

W I T N E S S E T H:

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

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

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

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

KENDALL YARDS COMMERCIAL 3RD ADD LT 7 BLK 1 (AFN#6530531

Assessor's Parcel Number(s) **35183.3105**, commonly known as **1128 W SUMMIT PKWY.**

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

The City and the Owner do mutually agree as follows:

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

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



rehabilitation improvements shall achieve compliance with the applicable building and construction codes.

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

4. The Owner intends to construct on the site, approximately 41 new multiple family residential housing units substantially as described in their application filed with and approved by the City. In no event shall such construction provide fewer than a total of four multiple family permanent residential housing units.

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

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

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

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

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

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

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

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

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

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

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

9. The parties acknowledge that the units are to be used and occupied for multifamily residential use. The parties further acknowledge that the certificate of occupancy issued by the City is for multifamily residential units. The Owner acknowledges and agrees that the units shall be used primarily for residential occupancy and any business activities shall only be incidental and ancillary to the residential occupancy.

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

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

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

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

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

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

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

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

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2020

CITY OF SPOKANE

Frank Family Investments LLC

By: \_\_\_\_\_

By:  \_\_\_\_\_

Mayor, Nadine Woodward

Its:  \_\_\_\_\_

Attest:

Approved as to form:

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

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

STATE OF WASHINGTON )  
 ) ss.  
County of Spokane )

On this \_\_\_\_\_ day of \_\_\_\_\_, 2020, before me, the undersigned, a Notary Public in and for the State of Washington, personally appeared NADINE WOODWARD and TERRI L. PFISTER, to me known to be the Mayor and the City Clerk, respectively, of the CITY OF SPOKANE, the municipal corporation that executed the within and foregoing instrument, and acknowledged the said instrument to be the free and voluntary act and deed of said municipal corporation, for the uses and purposes therein mentioned, and on oath stated that they were authorized to execute said instrument and that the seal affixed is the corporate seal of said corporation.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Notary Public in and for the State  
of Washington, residing at Spokane

My commission expires \_\_\_\_\_

STATE OF WASHINGTON )  
 ) ss.  
County of Spokane )

On this 18<sup>th</sup> day of May, 2020, before me, the undersigned, a Notary Public in and for the State of Washington, personally appeared Joseph M. Fahlk, to me known to be the person who executed the within and foregoing instrument, and acknowledged the said instrument to be his/her free and voluntary act and deed, for the uses and purposes therein mentioned.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 18<sup>th</sup> day of May, 2020.



Katherine Funk

Notary Public in and for the State  
of Washington, residing at Spokane

My commission expires December 6, 2023

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

08/03/2020

<u>Date Rec'd</u>	7/22/2020
<u>Clerk's File #</u>	OPR 2020-0623
<u>Renews #</u>	

<u>Submitting Dept</u>	DEVELOPER SERVICES CENTER	<u>Cross Ref #</u>	
<u>Contact Name/Phone</u>	ALI BRAST 6638	<u>Project #</u>	
<u>Contact E-Mail</u>	ABRAST@SPOKANECITY.ORG	<u>Bid #</u>	
<u>Agenda Item Type</u>	Contract Item	<u>Requisition #</u>	
<u>Agenda Item Name</u>	4700- THE REGAL MFTE CONTRACT		

Agenda Wording

Applicant applying for a conditional contract for a new 30 unit apartment building at 2513 N Regal St. Property is zoned RMF, so use is allowed. In the newly expanded MFTE boundary.

Summary (Background)

Chapter 84.14 RCW authorizes the City to create a multiple family housing property tax exemption program and to certify qualified property owners for that property tax exemption. The City Council enacted Ordinance No. C-32575, which provides for the property tax exemption program for multiple housing in residential targeted areas. Pursuant to Ordinance No. C-33079, the City Council expanded the residential targeted areas.

<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>	BECKER, KRIS	<u>Study Session\Other</u>	PIES 3/9/20
<u>Division Director</u>	BECKER, KRIS	<u>Council Sponsor</u>	Brean Beggs
<u>Finance</u>	ORLOB, KIMBERLY	<u>Distribution List</u>	
<u>Legal</u>	ODLE, MARI	abrast@spokanecity.org	
<u>For the Mayor</u>	ORMSBY, MICHAEL	kbecker@spokanecity.org	
<u>Additional Approvals</u>		jwest@spokanecity.org	
<u>Purchasing</u>		korlob@spokanecity.org	
		sbishop@spokanecity.org	
		dnorman@spokanecity.org	



## Briefing Paper

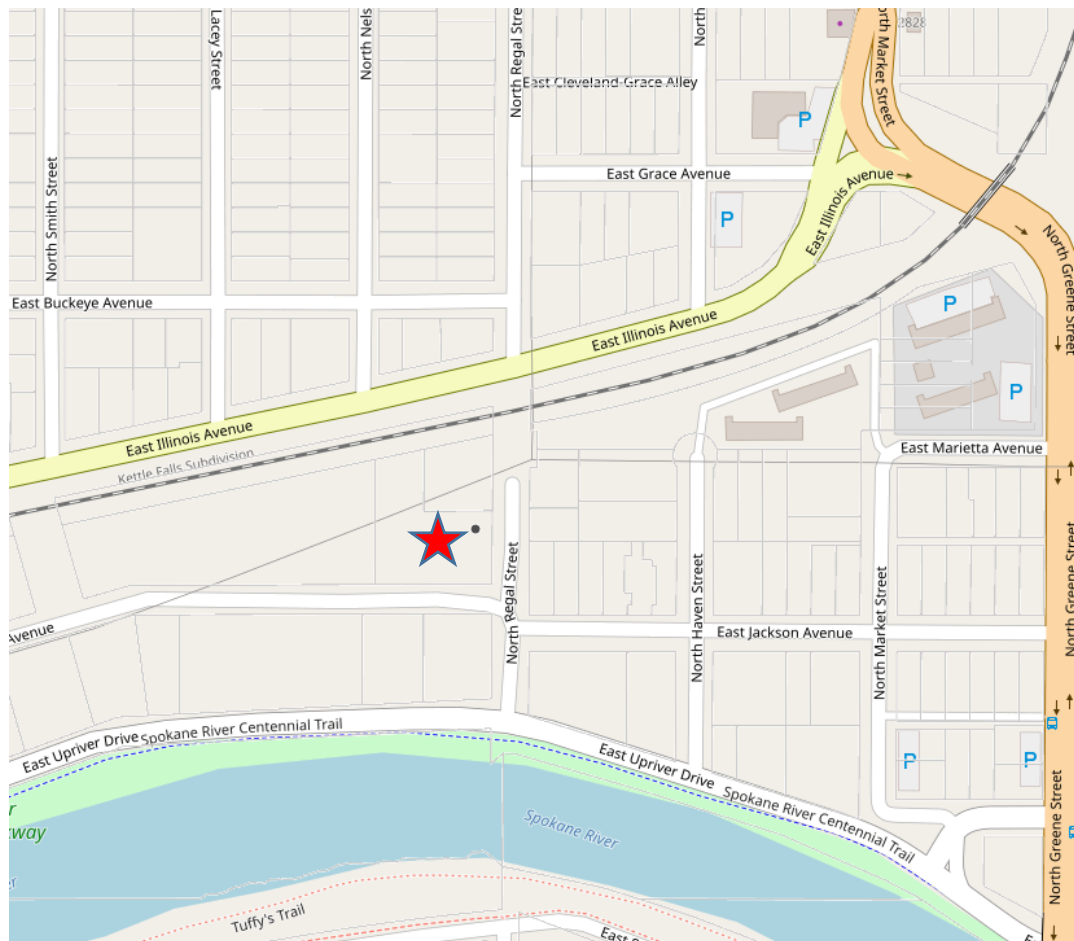
### PIES Committee

<b>Division &amp; Department:</b>	Development Services Center
<b>Subject:</b>	MFTE Conditional Contract
<b>Date:</b>	March 9, 2020
<b>Contact (email &amp; phone):</b>	Ali Brast ( <a href="mailto:abrast@spokanecity.org">abrast@spokanecity.org</a> , 625-6638)
<b>City Council Sponsor:</b>	TBD
<b>Executive Sponsor:</b>	Wes Crago
<b>Committee(s) Impacted:</b>	PIES
<b>Type of Agenda item:</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
<b>Alignment:</b> (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	SMC 08.15 Multi- Family Housing Property Tax Exemption
<b>Strategic Initiative:</b>	
<b>Deadline:</b>	Will file for Council consideration following committee meeting
<b>Outcome:</b> (deliverables, delivery duties, milestones to meet)	Approval of Conditional Multi-Family Tax Exemption contract
<p><b>Background/History:</b> Chapter 84.14 RCW authorizes the City to create a multiple family housing property tax exemption program and to certify qualified property owners for that property tax exemption. The City Council enacted Ordinance No. C-32575, which provides for the property tax exemption program for multiple housing in residential targeted areas. Pursuant to Ordinance No. C-33079, the City Council expanded the residential targeted areas. Pursuant to Ordinance No. C-35524, the regulations were revised, allowing for rental rates of up to 115% AMI. The State statute and the City ordinance require the City to approve the application regarding the tax exemption and the necessary construction requirements. This contract authorizes the appropriate city official to enter into the Multiple Family Housing Property Tax Exemption Agreement, which will ultimately result in the issuance of a final certificate of tax exemption to be filed with the Spokane County Assessor's Office.</p>	
<p><b>Executive Summary:</b></p> <ul style="list-style-type: none"> <li>Applicant applying for a conditional contract for a new 30 unit apartment building at 2513 N Regal St.</li> <li>Property is zoned RMF, so use is allowed.</li> <li>In the newly expanded MFTE boundary.</li> </ul>	
<p><b>Budget Impact:</b></p> <p>Approved in current year budget? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A</p> <p>Annual/Reoccurring expenditure? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A</p> <p>If new, specify funding source:</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<p><b>Operations Impact:</b></p> <p>Consistent with current operations/policy? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p>Requires change in current operations/policy? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A</p> <p>Specify changes required:</p> <p>Known challenges/barriers:</p>	

## Tax Abatement Information:

<b>2019 Multi-Family Tax Exemption MFTE Property Tax Forgone &amp; Savings Calculator</b>	
Project Name: The Regal	
Number of units in the project	30
<b>*Average Property Value Exempt per unit</b>	<b>\$121,094</b>
<b>Estimated City Property Tax forgone annually per unit</b>	<b>\$1,562</b>
Estimated Property Tax saved per project annually	\$49,406
Enter the number of years of MFTE (8 or 12)	12
Estimated Property Tax saved during the term of exemption	\$592,877
<b>Estimated City Tax forgone during the term of exemption per unit</b>	<b>\$18,745</b>
<b>Estimated City Tax forgone during the term of exemption all units</b>	<b>\$224,945</b>
<i>Once a project has met programmatic criteria the owner can expect to save approximately \$1,600 on their tax bill for every \$120,000 of Exempt Assessed Value on the housing portions of the property.</i>	
*Average Property Value Exempt per unit is based upon the average of all properties currently in the MFTE Program and 2017 Property value assessments	

## Site Map:





# Expenditure Control Form

1. All requests being made must be accompanied by this form.
2. Route **ALL** requests to the Finance Department for signature.
3. If request is greater than \$100,000 it requires signatures by Finance and the City Administrator. Finance Dept. will route to City Administrator.

Today's Date:

Type of expenditure:

Goods



Services



Department: N/A

Approving Supervisor: N/A

Amount of Proposed Expenditure: N/A

Funding Source: N/A

**Please verify correct funding sources. Please indicate breakdown if more than one funding source.**

**Why is this expenditure necessary now?**

**What are the impacts if expenses are deferred?**

**What alternative resources have been considered?**

**Description of the goods or service and any additional information?**

Person Submitting Form/Contact:

FINANCE SIGNATURE:

---

CITY ADMINISTRATOR SIGNATURE:

---

MULTIPLE FAMILY HOUSING PROPERTY  
TAX EXEMPTION AGREEMENT

THIS AGREEMENT is between the City of Spokane, a Washington State municipal corporation, as "City", and RIVER CITY HOMES 1 LLC, as "Owner" whose mailing address is PO BOX 11742, SPOKANE, WA, 99211..

W I T N E S S E T H:

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

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

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

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

ROSS PARK NE SUBDIVISION LOTS E THRU G BLK 27 & LOT 2 LESS RR RW

Assessor's Parcel Number(s) 35091.2707, commonly known as 2513 N REGAL ST.

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

The City and the Owner do mutually agree as follows:

1. The City agrees to issue the Owner a Conditional Certificate of Acceptance of Tax Exemption subsequent to the City Council's approval of this agreement.
2. The project must comply with all applicable zoning requirements, land use requirements, design review recommendations and all building, fire, and housing code requirements contained in the Spokane Municipal Code at the time a complete application for a building permit is received. However, if the proposal includes rehabilitation or demolition in preparation for new construction, the residential portion of the building shall fail to comply with one or more standards of applicable building or housing codes, and the rehabilitation improvements shall achieve compliance with the applicable building and construction codes.

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

4. The Owner intends to construct on the site, approximately 30 new multiple family residential housing units substantially as described in their application filed with and approved by the City. In no event shall such construction provide fewer than a total of four multiple family permanent residential housing units.

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

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

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

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

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

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

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

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

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



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

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

9. The parties acknowledge that the units are to be used and occupied for multifamily residential use. The parties further acknowledge that the certificate of occupancy issued by the City is for multifamily residential units. The Owner acknowledges and agrees that the units shall be used primarily for residential occupancy and any business activities shall only be incidental and ancillary to the residential occupancy.

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

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

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

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

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

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

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

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

DATED this 4th day of May, 2020

CITY OF SPOKANE

By: \_\_\_\_\_

Mayor, Nadine Woodward

RIVER CITY HOMES 1 LLC

By: \_\_\_\_\_

Its: Manager

Attest:

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

Approved as to form:

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

STATE OF WASHINGTON )  
 ) ss.  
County of Spokane )

On this \_\_\_\_\_ day of \_\_\_\_\_, 2020, before me, the undersigned, a Notary Public in and for the State of Washington, personally appeared NADINE WOODWARD and TERRI L. PFISTER, to me known to be the Mayor and the City Clerk, respectively, of the CITY OF SPOKANE, the municipal corporation that executed the within and foregoing instrument, and acknowledged the said instrument to be the free and voluntary act and deed of said municipal corporation, for the uses and purposes therein mentioned, and on oath stated that they were authorized to execute said instrument and that the seal affixed is the corporate seal of said corporation.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Notary Public in and for the State  
of Washington, residing at Spokane

My commission expires \_\_\_\_\_

STATE OF WASHINGTON )  
 ) ss.  
County of Spokane )

On this 4 day of May, 2020, before me, the undersigned, a Notary Public in and for the State of Washington, personally appeared Conrad Manfred, to me known to be the person who executed the within and foregoing instrument, and acknowledged the said instrument to be his/her free and voluntary act and deed, for the uses and purposes therein mentioned.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 4 day of May, 2020.



KLS  
\_\_\_\_\_  
Notary Public in and for the State  
of Washington, residing at Spokane

My commission expires 7-1-23

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

08/03/2020

<u>Date Rec'd</u>	7/22/2020
<u>Clerk's File #</u>	OPR 2020-0624
<u>Renews #</u>	

<u>Submitting Dept</u>	DEVELOPER SERVICES CENTER	<u>Cross Ref #</u>	
<u>Contact Name/Phone</u>	ALI BRAST 6638	<u>Project #</u>	
<u>Contact E-Mail</u>	ABRAST@SPOKANECITY.ORG	<u>Bid #</u>	
<u>Agenda Item Type</u>	Contract Item	<u>Requisition #</u>	
<u>Agenda Item Name</u>	4700- FLATIRON MFTE CONTRACT		

Agenda Wording

Applicant applying for a conditional contract for a new 8-unit mixed use building at 1102 W Summit Parkway. Property is zoned CB-150, so use is allowed. Only the residential portion of the building will qualify for the tax abatement.

Summary (Background)

Chapter 84.14 RCW authorizes the City to create a multiple family housing property tax exemption program and to certify qualified property owners for that property tax exemption. The City Council enacted Ordinance No. C-32575, which provides for the property tax exemption program for multiple housing in residential targeted areas. Pursuant to Ordinance No. C-33079, the City Council expanded the residential targeted areas.

<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>	BECKER, KRIS	<u>Study Session\Other</u> UE 6/8/20
<u>Division Director</u>	BECKER, KRIS	<u>Council Sponsor</u> Breean Beggs
<u>Finance</u>	ORLOB, KIMBERLY	Distribution List
<u>Legal</u>	ODLE, MARI	abrast@spokanecity.org
<u>For the Mayor</u>	ORMSBY, MICHAEL	kbecker@spokanecity.org
<u>Additional Approvals</u>		jwest@spokanecity.org
<u>Purchasing</u>		korlob@spokanecity.org
		sbishop@spokanecity.org
		dnorman@spokanecity.org

# Briefing Paper

## Urban Experience Committee

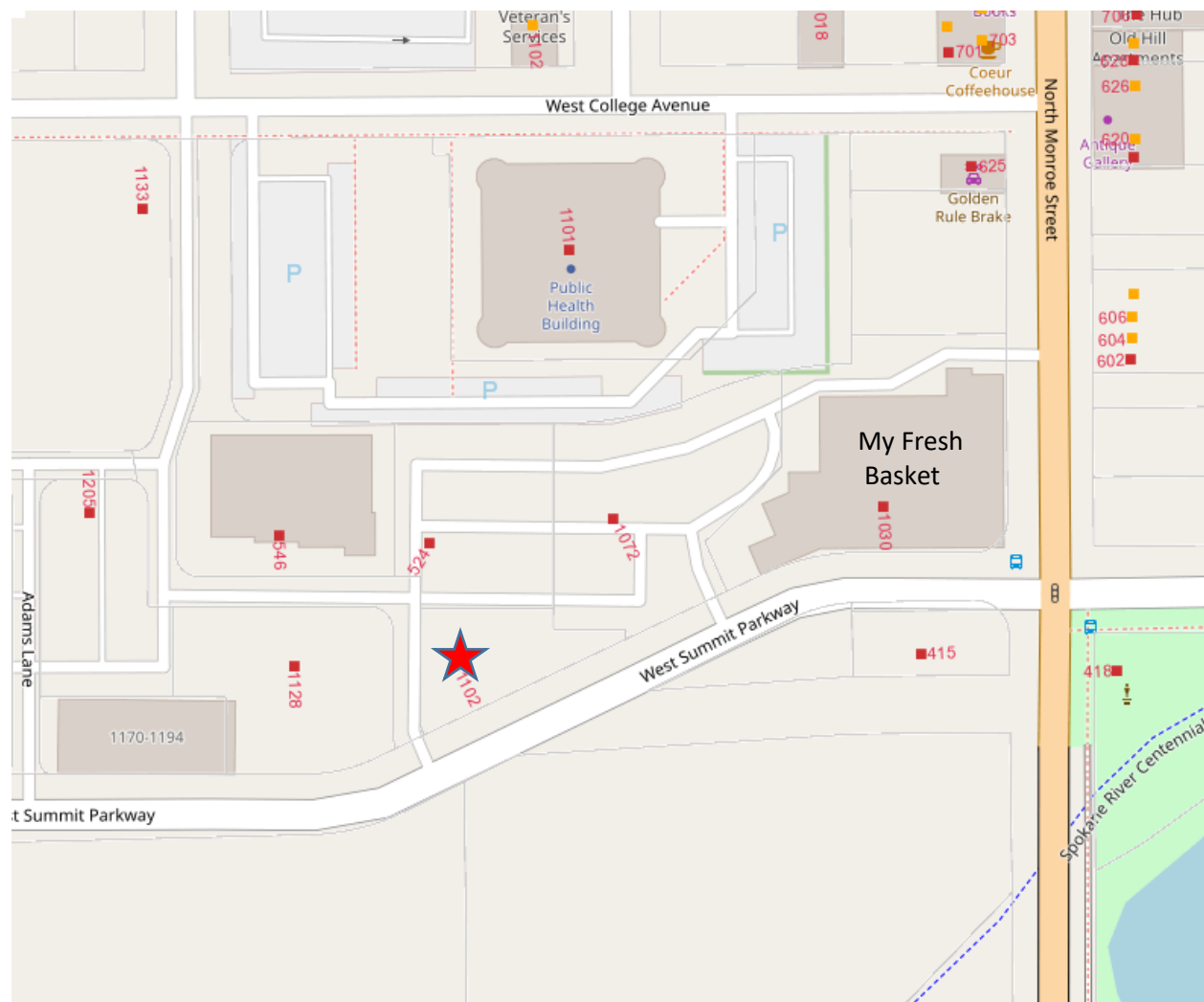
<b>Division &amp; Department:</b>	Development Services Center
<b>Subject:</b>	MFTE Conditional Contract
<b>Date:</b>	June 8, 2020
<b>Contact (email &amp; phone):</b>	Ali Brast ( <a href="mailto:abrast@spokanecity.org">abrast@spokanecity.org</a> , 625-6638)
<b>City Council Sponsor:</b>	TBD
<b>Executive Sponsor:</b>	Wes Crago
<b>Committee(s) Impacted:</b>	Urban Experience
<b>Type of Agenda item:</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
<b>Alignment:</b> (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	SMC 08.15 Multi-Family Housing Property Tax Exemption
<b>Strategic Initiative:</b>	
<b>Deadline:</b>	Will file for Council consideration following committee meeting
<b>Outcome:</b> (deliverables, delivery duties, milestones to meet)	Approval of Conditional Multi-Family Tax Exemption contract
<p><b>Background/History:</b> Chapter 84.14 RCW authorizes the City to create a multiple family housing property tax exemption program and to certify qualified property owners for that property tax exemption. The City Council enacted Ordinance No. C-32575, which provides for the property tax exemption program for multiple housing in residential targeted areas. Pursuant to Ordinance No. C-33079, the City Council expanded the residential targeted areas. Pursuant to Ordinance No. C-35524, the regulations were revised, allowing for rental rates of up to 115% AMI. The State statute and the City ordinance require the City to approve the application regarding the tax exemption and the necessary construction requirements. This contract authorizes the appropriate city official to enter into the Multiple Family Housing Property Tax Exemption Agreement, which will ultimately result in the issuance of a final certificate of tax exemption to be filed with the Spokane County Assessor's Office.</p>	
<p><b>Executive Summary:</b></p> <ul style="list-style-type: none"> <li>Applicant applying for a conditional contract for a new 8-unit mixed use building at 1102 W Summit Parkway.</li> <li>Property is zoned CB-150, so use is allowed. Only the residential portion of the building will qualify for the tax abatement.</li> </ul>	
<p><b>Budget Impact:</b></p> <p>Approved in current year budget? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A</p> <p>Annual/Reoccurring expenditure? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A</p> <p>If new, specify funding source:</p> <p>Other budget impacts: (revenue generating, match requirements, etc.)</p>	
<p><b>Operations Impact:</b></p> <p>Consistent with current operations/policy? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A</p> <p>Requires change in current operations/policy? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A</p> <p>Specify changes required:</p> <p>Known challenges/barriers:</p>	



### Tax Abatement Information:

2019 Multi-Family Tax Exemption MFTE Property Tax Forgone & Savings Calculator	
Project Name: Flatiron	
Number of units in the project	8
<b>*Average Property Value Exempt per unit</b>	<b>\$121,094</b>
<b>Estimated City Property Tax forgone annually per unit</b>	<b>\$417</b>
Estimated Property Tax saved per project annually	\$13,175
Enter the number of years of MFTE (8 or 12)	12
Estimated Property Tax saved during the term of exemption	\$158,101
<b>Estimated City Tax forgone during the term of exemption per unit</b>	<b>\$4,999</b>
<b>Estimated City Tax forgone during the term of exemption all units</b>	<b>\$59,985</b>
<i>Once a project has met programmatic criteria the owner can expect to save approximately \$1,600 on their tax bill for every \$120,000 of Exempt Assessed Value on the housing portions of the property.</i>	
<small>*Average Property Value Exempt per unit is based upon the average of all properties currently in the MFTE Program and 2017 Property value assessments</small>	

### Site Map:





# Expenditure Control Form

1. All requests being made must be accompanied by this form.
2. Route **ALL** requests to the Finance Department for signature.
3. If request is greater than \$100,000 it requires signatures by Finance and the City Administrator. Finance Dept. will route to City Administrator.

Today's Date:

Type of expenditure:

Goods

☐

Services

☐

Department: N/A

Approving Supervisor: N/A

Amount of Proposed Expenditure: N/A

Funding Source: N/A

**Please verify correct funding sources. Please indicate breakdown if more than one funding source.**

**Why is this expenditure necessary now?**

**What are the impacts if expenses are deferred?**

**What alternative resources have been considered?**

**Description of the goods or service and any additional information?**

Person Submitting Form/Contact:

FINANCE SIGNATURE:

---

CITY ADMINISTRATOR SIGNATURE:

---

MULTIPLE FAMILY HOUSING PROPERTY  
TAX EXEMPTION AGREEMENT

THIS AGREEMENT is between the City of Spokane, a Washington State municipal corporation, as "City", and Frank Family Investments , as "Owner" whose business address is 1421 N Meadowwood Ln. Ste. 200, Liberty Lake, WA, 99019.

W I T N E S S E T H:

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

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

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

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

KENDALL YARDS COMMERCIAL 3RD ADD LT 11 BLK 1 (AFN#6530531)

Assessor's Parcel Number(s) 35183.3109, commonly known as 1102 W Summit Parkway.

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

The City and the Owner do mutually agree as follows:

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

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

rehabilitation improvements shall achieve compliance with the applicable building and construction codes.

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

4. The Owner intends to construct on the site, approximately 8 new multiple family residential housing units substantially as described in their application filed with and approved by the City. In no event shall such construction provide fewer than a total of four multiple family permanent residential housing units.

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

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

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

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

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

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

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

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

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

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

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

9. The parties acknowledge that the units are to be used and occupied for multifamily residential use. The parties further acknowledge that the certificate of occupancy issued by the City is for multifamily residential units. The Owner acknowledges and agrees that the units shall be used primarily for residential occupancy and any business activities shall only be incidental and ancillary to the residential occupancy.

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

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

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

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

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

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



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


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

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2020

CITY OF SPOKANE

Frank Family Investments LLC

By: \_\_\_\_\_  
Mayor, Nadine Woodward

By:  \_\_\_\_\_  
Its: MANAGER

Attest:

Approved as to form:

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

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

STATE OF WASHINGTON )  
 ) ss.  
County of Spokane )

On this \_\_\_\_\_ day of \_\_\_\_\_, 2020, before me, the undersigned, a Notary Public in and for the State of Washington, personally appeared NADINE WOODWARD and TERRI L. PFISTER, to me known to be the Mayor and the City Clerk, respectively, of the CITY OF SPOKANE, the municipal corporation that executed the within and foregoing instrument, and acknowledged the said instrument to be the free and voluntary act and deed of said municipal corporation, for the uses and purposes therein mentioned, and on oath stated that they were authorized to execute said instrument and that the seal affixed is the corporate seal of said corporation.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Notary Public in and for the State  
of Washington, residing at Spokane

My commission expires \_\_\_\_\_

STATE OF WASHINGTON )  
 ) ss.  
County of Spokane )

On this 18<sup>th</sup> day of May, 2020, before me, the undersigned, a Notary Public in and for the State of Washington, personally appeared Joseph M Frank, to me known to be the person who executed the within and foregoing instrument, and acknowledged the said instrument to be his/her free and voluntary act and deed, for the uses and purposes therein mentioned.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 18<sup>th</sup> day of May, 2020.



Katherine Funk  
\_\_\_\_\_  
Notary Public in and for the State  
of Washington, residing at Spokane

My commission expires December 6, 2020



# Agenda Sheet for City Council Meeting of: 08/03/2020

<b>Date Rec'd</b>	7/22/2020
<b>Clerk's File #</b>	RES 2020-0051
<b>Renews #</b>	
<b>Cross Ref #</b>	
<b>Project #</b>	
<b>Bid #</b>	
<b>Requisition #</b>	

<b>Submitting Dept</b>	HOUSING & HUMAN SERVICES
<b>Contact Name/Phone</b>	GEORGE DAHL 625-6036
<b>Contact E-Mail</b>	GDAHL@SPOKANECITY.ORG
<b>Agenda Item Type</b>	Resolutions
<b>Agenda Item Name</b>	1680 - 2020-2024 CONSOLIDATED PLAN AND 2020 ANNUAL ACTION PLAN APPROVAL

## **Agenda Wording**

CHHS seeks approval of the 2020-2024 Consolidated Plan for Community Development including the 2020 Action Plan component for CDBG, HOME, and ESG federal grant programs and approval to enter into agreements with HUD and awarded organizations.

## **Summary (Background)**

The Community, Housing, and Human Services Department has completed the process of preparing the 2020-2024 Consolidated Plan which includes the 2020 Action Plan component. CHHS requests City Council adopt the attached resolution approving the plan which will allow CHHS to submit the plan to the U.S. Department of Housing and Urban Development (HUD) as required by federal regulation (24 CFR Part 91.220). HUD will issue a grant agreement post-submission. See briefing paper for further information.

<b>Fiscal Impact</b>	Grant related? YES Public Works? NO	<b>Budget Account</b>
Neutral	\$ CDBG - \$3,384,101	# 1690-95576-XXXXX-XXXXX-XXXXX
Neutral	\$ CDBG-CV1 - \$1,990,689	# 1690-95576-XXXXX-XXXXX-XXXXX
Neutral	\$ HOME - \$1,336,999	# 1710-95579-XXXXX-XXXXX-XXXXX
Neutral	\$ ESG - \$287,494	# 1540-95573-XXXXX-XXXXX-XXXXX

<b>Approvals</b>	<b>Council Notifications</b>
<b>Dept Head</b>	<b>Study Session\Other</b>
SIGLER, TIMOTHY	PIES - 7.27.20
<b>Division Director</b>	<b>Council Sponsor</b>
CORTRIGHT, CARLY	CM Wilkerson
<b>Finance</b>	<b>Distribution List</b>
WALLACE, TONYA	
<b>Legal</b>	tsigler@spokanecity.org
<b>For the Mayor</b>	tdanzig@spokanecity.org
<b>Additional Approvals</b>	gdahl@spokanecity.org
<b>Purchasing</b>	ptrautman@spokanecity.org
<b>GRANTS &amp; CONTRACT MGMT</b>	mrDavis@spokanecity.org
	chhsgrants@spokanecity.org
	chhsaccounting@spokanecity.org

## 2020-2024 Consolidated Plan Briefing Paper

### Public Infrastructure, Environment, & Sustainability

<b>Division &amp; Department:</b>	Neighborhood and Business Services: Community, Housing, and Human Services
<b>Subject:</b>	2020 – 2024 Consolidated Plan
<b>Date:</b>	7/15/2020
<b>Author (email &amp; phone):</b>	<a href="mailto:gdahl@spokanecity.org">gdahl@spokanecity.org</a>
<b>City Council Sponsor:</b>	Betsy Wilkerson
<b>Executive Sponsor:</b>	Tim Sigler
<b>Committee(s) Impacted:</b>	Public Safety & Community Health
<b>Type of Agenda item:</b>	<input checked="" type="checkbox"/> Consent <input type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
<b>Alignment:</b> (link agenda item to guiding document – i.e., Master Plan, Budget , Comp Plan, Policy, Charter, Strategic Plan)	2015-2019 Consolidated Plan 2020-2024 Consolidated Plan 2020-2025 Strategic Plan to End Homelessness
<b>Strategic Initiative:</b>	Safe & Healthy
<b>Deadline:</b>	CHHS must submit final draft to HUD no later than August 16, 2020
<b>Outcome:</b> (deliverables, delivery duties, milestones to meet)	Review and approve 2020 – 2024 Consolidated Plan for submission to the Department of Housing and Urban Development (HUD). Total anticipated revenue (grants) \$10,551,953. <ul style="list-style-type: none"> <li>• \$7,474,790 (CDBG)</li> <li>• \$2,789,669 (HOME)</li> <li>• \$287,494 (ESG)</li> </ul>

#### Background/History:

The Department of Housing and Urban Development requires grantees (City of Spokane) to submit a Consolidated Plan every 5-years to receive CDBG, HOME and ESG funds. The Consolidated Plan includes sections that address the following areas:

- Needs Assessment
- Market Analysis
- Strategic Plan
- Annual Action Plan

For more information, please visit the CHHS webpage for a copy of the Draft 2020-2024 Consolidated Plan and Public Hearing Presentation (<https://my.spokanecity.org/chhs/documents/>).

#### Executive Summary:

The 2020-2024 Consolidated Plan has identified the following community needs that will be the focus of CDBG, HOME, and ESG funding sources over the next 5-years.

##### **1. Improve affordable housing access & availability**

- a. *Expand the number of affordable housing options for low and moderate income individuals and households. The City will fund proposals that address the needs of target populations including, but not limited to homeownership, rental housing, communal living, etc. Additionally the City will prioritize proposals that integrate service that help stabilize permeant housing for high barrier populations. The goal of housing stability is to prevent and divert individuals and families from entering into the homeless response system.*

##### **2. Urgent public health & safety response**

- a. Adaptive response to changing community needs related to sheltering homeless populations, natural disasters, and public health pandemics.*

**3. Community based social service programming**

- a. Community based services that address the following areas:*
- i. Food Security*
  - ii. Workforce Development*
  - iii. Housing Stability*
  - iv. Childcare*
  - v. Transportation*
  - vi. Behavior and victim services*

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:





# Expenditure Control Form

1. All requests being made must be accompanied by this form.
2. Route **ALL** requests to the Finance Department for signature.
3. If request is greater than \$100,000 it requires signatures by Finance and the City Administrator. Finance Dept. will route to City Administrator.

**Today's Date:** 7/20/2020

**Type of expenditure:** Goods ☐ Services ☒

**Department:** CHHS

**Approving Supervisor:** Tim Sigler

**Amount of Proposed Expenditure:** N/A

**Funding Source:** U.S. Department of Housing and Urban Development

**Please verify correct funding sources. Please indicate breakdown if more than one funding source.**

**Why is this expenditure necessary now?**

This item is for the approval of the 2020-2024 Consolidated Plan for Community Development which is required by federal regulation for CDBG, HOME, and ESG funds. This form is a required attachment and expenditure control forms will be completed for all subawards issued per City policy.

**What are the impacts if expenses are deferred?**

**What alternative resources have been considered?**

**Description of the goods or service and any additional information?**

**Person Submitting Form/Contact:**

**FINANCE SIGNATURE:**

---

**CITY ADMINISTRATOR SIGNATURE:**

---

## RESOLUTION 2020-0051

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

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

WHEREAS, under the Housing and Community Development Act and the National Affordable Housing Act, the City of Spokane is "entitled" upon proper application to receive funds for the program year 2020 of approximately \$3,384,101 - Community Development Block Grant (CDBG), \$1,990,689 – Community Development Block Grant-Coronavirus (CDBG-CV1), \$1,336,999 – HOME Investments Partnership Program (HOME), \$287,494 - Emergency Solutions Grant (ESG); and

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

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

WHEREAS, citizens were given full information concerning funds available for proposed community development and housing assistance, the range of activities that may be undertaken, the estimated amount of CDBG, CDBG-CV1, HOME, and ESG funds proposed to be used for activities that will benefit persons of low and moderate income, and other important program requirements; and

WHEREAS, citizen participation was extensive throughout the many public meetings and hearings which were held to obtain the view of Spokane citizens on community development and housing needs; and

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

BE IT RESOLVED BY THE CITY COUNCIL:

1. The City Council finds:

- a) that in preparing the 2020 Action Plan Component of the 2020-2024 Consolidated Community Development and Housing Plan (Action Plan) and for Title 1 CDBG funds, CDBG-CV1 funds, HOME funds, and ESG funds, all rules and regulations as promulgated under the Housing and Community Development Act of 1974, as amended, and the National Affordable Housing Act, as amended, have been complied with;
- b) the Community, Housing, and Human Services Department, the Community, Housing, and Human Services Board, and the program participation with citizen/government participation are in the public interest and beneficial to the physical environment of our community and quality of life therein;
- c) the certifications have been reviewed and the commitments of this City are understood.

2. That the 2020 Action Plan and for CDBG, CDBG-CV1, HOME, and ESG funds is hereby approved. The Mayor is authorized to sign and directed to file the same on or after August 3, 2020, to execute such additional documents as required, to request and secure the release of Community Development Title I funds, to provide such other information as may be required to obtain the funds and execute the projects, and to proceed with project execution upon HUD approval of the Action Plan with the Community, Housing, and Human Services Department and the Community, Housing, and Human Services Board acting for the City Council as the policy body guiding project execution including executing contracts for the projects identified in the Community, Housing, and Human Services Department Action Plan.

Adopted by the City Council \_\_\_\_\_

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

Approved as to form:

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



# 2020-2024 Consolidated Plan

Community Development Block Grant Program (CDBG): 24 CFR Part 570

HOME Investment Partnerships Program (HOME): 24 CFR Part 92

Emergency Solutions Grant Program (ESG): 24 CFR Part 576

*July 1, 2020 – June 30, 2024*

**Community, Housing and Human Services Department**

<https://my.spokanecity.org/chhs/>

## Executive Summary

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

#### 1. Introduction

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

- Increase coordination and communication between food programs
- Increase capacity of providers to build infrastructure and collaborative ventures around food programs
- Reduce and remove access barriers to food programs
- Expand capacity and diversity of supported employment programs
- Expand paid work experiences/on-the-job training opportunities
- Formalize connections and referral pipelines between workforce programs and other services systems such as housing, mental health, and childcare)
- Expand affordable housing options
- Increase co-location of coordinated entry services, behavioral health services, and substance abuse/detox services at shelters
- Enhance and expand diversion and prevention programs, including outreach and education services
- Expand childcare services
- Offer evening and weekend supportive services
- Increase access to transportation services
- Integrate behavioral health and victim services

#### 3. Evaluation of past performance

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

- Consultation with City of Spokane Planning Department
- Consultation with Spokane City Council and Administration
- Consultation with Service Providers
- Consultation with Financial Institutions and Housing Developers
- Consultation with Neighborhood Councils
- Community (partner agencies and citizens) Consultation RE: 5-Year NOFA Priorities
- Consultation with CHHS Board and Respective Committees
- Consultation with Northwest Fair Housing Alliance RE: Analysis of Impediments to Fair Housing Choice
- Alignment with City of Spokane Comprehensive Plan
- Alignment with Spokane CoC Plan to Prevent and End Homelessness



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

DRAFT

## The Process

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

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

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

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

Table 1 – Responsible Agencies

#### Narrative

The City of Spokane's Community, Housing and Human Services Department is the lead entity for consulting with and assembling the 2020 – 2024 Consolidated Plan.

#### Consolidated Plan Public Contact Information

City of Spokane  
 Community, Housing and Human Services Department  
 808 W. Spokane Falls Blvd.  
 Spokane, WA 99201  
 (509) 625-6325  
[spokanechhs@spokanecity.org](mailto:spokanechhs@spokanecity.org)  
<https://my.spokanecity.org/chhs/>

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

**1. Introduction**

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

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

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

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

**Table 2 – Agencies, groups, organizations who participated**

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

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

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?

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

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

**Narrative (optional):**

**DRAFT**

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

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

The Community, Housing and Human Services Department will provide the Spokane community with a 30-day public review and comment period of the 2020 – 2024 Consolidated Plan. Citizens are encouraged to review each section of the plan and make comment in the following ways:

- During Public Hearings
- During City Council Meetings
- During CHHS Board Meetings
- Email to CHHS at [spokanechhs@spokanecity.org](mailto:spokanechhs@spokanecity.org)
- In person at 808 W Spokane Falls Blvd. (Spokane City Hall)
- Phone at (509) 625-6325

A copy of the current Citizen Participation Plan is available on the CHHS website: <https://static.spokanecity.org/documents/chhs/plans-reports/planning/2018-citizen-participation-plan.pdf>

### Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)

Table 4 – Citizen Participation Outreach



DRAFT

## Needs Assessment

### NA-05 Overview

#### Needs Assessment Overview

The data provided in this needs assessment section is auto populated by the Department of Housing and Human Services (HUD) via the Integrated Disbursement and Information System (IDIS). The data is a combination of sources from the American Community Survey (ACS) and Comprehensive Housing Affordability Strategy (CHAS). The sources are dated, but provided a good overview of community needs to assist the City of Spokane in establishing needs and goals.

In addition to the data provided by HUD, the City of Spokane regularly consults with partner agencies to address changing needs within the community. The Community, Housing and Human Services Department works in collaboration with the regional Continuum of Care, Affordable Housing Steering Committee, Planning Department, Spokane County, and Neighborhood Councils to set priority needs and goals.

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

### Summary of Housing Needs

The City of Spokane has experienced significant population and employment growth since the 2015 Consolidated Plan was written. Access to safe affordable housing choices remains a challenge for low and moderate income households. Historically low vacancy rates and rising rent cost burdens have made it increasingly difficult for renters throughout Spokane. The U.S. Census Bureau reported a decrease in Spokane's overall vacancy rate from 4.7% in 2015 to 2.1% in 2018. Low vacancy rates drive up rent costs and make it increasingly difficult for low and moderate income households to afford rental housing.

#### Where are we?

During 2018 the total number of **renters** with 30% or more of their household income going towards housing costs in:

- The City of Spokane was 18,522, increasing from 14,658 or by 21% since 2006.

During 2018, the share of **renters** who were paying 30% or more of their household income for rent in:

- The City of Spokane was 45.9%, increasing from 41.1% in 2006.

During 2018, the total number of **homeowners** paying 30% or more of their household income on housing costs in:

- The City of Spokane was 13,666, decreasing by 2.3%, or from 13,981 since 2006.

During 2018, the share of **homeowners** paying 30% or more of their household income for housing costs in:

- The City of Spokane was 26.2%, decreasing from 27.9% in 2006.

For more information, please visit the Spokane Trends website:

<http://www.spokanetrends.org/index.cfm>

Demographics	Base Year: 2009	Most Recent Year: 2015	% Change
Population	208,916	210,695	1%
Households	85,345	87,625	3%
Median Income	\$39,306.00	\$42,386.00	8%

Table 5 - Housing Needs Assessment Demographics

## Demo

**Data Source:** 2005-2009 ACS (Base Year), 2011-2015 ACS (Most Recent Year)

### Number of Households Table

	<b>0-30% HAMFI</b>	<b>&gt;30-50% HAMFI</b>	<b>&gt;50-80% HAMFI</b>	<b>&gt;80-100% HAMFI</b>	<b>&gt;100% HAMFI</b>
Total Households	13,815	12,595	15,370	8,925	36,920
Small Family Households	3,445	3,615	5,410	3,240	17,765
Large Family Households	590	665	990	525	2,320
Household contains at least one person 62-74 years of age	2,005	2,685	2,750	1,835	7,675
Household contains at least one person age 75 or older	1,535	2,055	2,345	1,060	2,725
Households with one or more children 6 years old or younger	1,970	2,185	2,670	1,360	4,415

**Table 6 - Total Households Table**

**Data** 2011-2015 CHAS  
**Source:**

## Housing Needs Summary Tables

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

	Renter					Owner				
	0-30% AMI	>30- 50% AMI	>50- 80% AMI	>80- 100% AMI	Total	0-30% AMI	>30- 50% AMI	>50- 80% AMI	>80- 100% AMI	Total
NUMBER OF HOUSEHOLDS										
Substandard Housing - Lacking complete plumbing or kitchen facilities	335	245	225	80	885	25	40	15	0	80
Severely Overcrowded - With >1.51 people per room (and complete kitchen and plumbing)	105	105	80	15	305	0	20	4	20	44
Overcrowded - With 1.01-1.5 people per room (and none of the above problems)	75	180	160	20	435	4	80	110	40	234
Housing cost burden greater than 50% of income (and none of the above problems)	7,190	2,195	355	25	9,765	1,825	1,485	885	130	4,325



	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
Housing cost burden greater than 30% of income (and none of the above problems)	1,065	3,840	2,890	375	8,170	330	1,330	2,605	1,325	5,590
Zero/negative Income (and none of the above problems)	705	0	0	0	705	290	0	0	0	290

Table 7 – Housing Problems Table

Data 2011-2015 CHAS  
Source:

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

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Having 1 or more of four housing problems	7,705	2,725	820	135	11,385	1,860	1,630	1,020	190	4,700
Having none of four housing problems	2,640	5,450	7,290	3,330	18,710	615	2,790	6,240	5,265	14,910
Household has negative income, but none of the other housing problems	705	0	0	0	705	290	0	0	0	290

Table 8 – Housing Problems 2

Data 2011-2015 CHAS  
Source:

## 3. Cost Burden &gt; 30%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	2,545	2,280	1,205	6,030	445	785	1,500	2,730
Large Related	360	300	275	935	170	285	320	775
Elderly	1,375	1,355	840	3,570	840	1,200	1,000	3,040
Other	4,350	2,545	1,150	8,045	725	635	760	2,120
Total need by income	8,630	6,480	3,470	18,580	2,180	2,905	3,580	8,665

Table 9 – Cost Burden &gt; 30%

Data 2011-2015 CHAS  
Source:

## 4. Cost Burden &gt; 50%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	2,260	800	40	3,100	410	360	370	1,140
Large Related	325	140	10	475	155	105	50	310
Elderly	1,030	595	195	1,820	615	570	260	1,445
Other	3,855	770	175	4,800	670	465	210	1,345
Total need by income	7,470	2,305	420	10,195	1,850	1,500	890	4,240

Table 10 – Cost Burden &gt; 50%

Data 2011-2015 CHAS  
Source:

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

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Single family households	160	230	210	20	620	4	90	59	45	198
Multiple, unrelated family households	4	20	30	0	54	0	15	55	15	85

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
Other, non-family households	15	35	25	15	90	0	0	0	0	0
Total need by income	179	285	265	35	764	4	105	114	60	283

Table 11 – Crowding Information – 1/2

Data Source: 2011-2015 CHAS

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

Table 12 – Crowding Information – 2/2

Data Source  
Comments:

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

Over one-third of households in Spokane consisted of people living alone, according to 2008-2012 American Community Survey estimates. This will likely increase because of a number of factors – young people starting out on their own, an increasing share of seniors looking for a change in living, and people opting to live independently for other reasons. Not all will be able to achieve this on their own. Certainly low income in relation to housing costs will be a primary contributor to this inability. Economic needs are not the only concern that must be considered going forward, needs also extend to accessibility. Safe housing for seniors on their own and persons with disabilities includes sufficient units on a single level, with safe transportation, near amenities and services.

The Washington Center for Real Estate Research housing market condition report (Spring 2020) for Spokane indicated a demand for smaller rental units. There was a lower vacancy rate for 1-bedroom units and studios (2.1%) than for overall multifamily units (4.3%). A 2016 SLIHC survey limited to publicly-assisted rental housing units in the area revealed a strong demand for housing for singles, particularly studios. The study found that the vacancy rate for studios stood at .2%.

A further view of the need for affordable housing for singles is found in the Spokane Continuum of Care data estimate that in 2020, 1,115 persons in households with only adults experienced homelessness during the annual PIT Count. The vast majority of these households were single persons and 462 were chronically homeless individuals, a particularly vulnerable population.

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

Victims served by YWCA of Spokane is one way to estimate a need for housing support – in 2014 the agency provided counseling to 1,797 victims and shelter to 465 victims. The Spokane 2020 Point-in-Time Count found 152 of those counted had experienced domestic violence. Certainly domestic violence is a significant contributor to family disruption and homelessness, particularly for those without resources to escape violence on their own. Safe housing for people with disabilities and victims of domestic violence means affordable, secure housing for some and services for most.

Disability-related medical coverage rates and housing assistance needs are linked. In a SFY 2011 report of housing assistance recipients in Washington State indicate that 79% of all HMIS-DSHS clients covered by primarily the Medicaid program (DSHS 2011 - Number 11.166). Results reflect a strong link between participants in DSHS provided medical coverage programming and homeless housing assistance programs with a total of 80% of homeless prevention and Rapid Re-housing participants receiving DSHS medical coverage, 76% of those receiving Emergency Shelter Services, 88% of those receiving Transitional Housing services, and 88% of those receiving Permanent and Permanent Supportive Housing (PSH) Services. Many households living with a disability experience limitations to earning enough income and/or maintaining employment which can lead to episodes of homelessness and significant financial hardship.

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

Housing problems include cost in excess of 30% of household income, lack of complete plumbing/kitchen facilities, and crowding defined as between 1.0 and 1.5 persons per room. Severe housing problems are defined as cost greater than 50% of household income, lack of complete plumbing/kitchen facilities, and crowding defined as greater than 1.5 persons per room. By far the most prevalent problem was cost in relation to income. However, that was not the only problem. An estimated 11,250 renter households and 4,510 owners were living in substandard housing, defined as lacking complete plumbing or kitchen facilities. Another 740 renters and 283 owners were living in severely overcrowded conditions, defined as more than 1.5 persons per room.

According to CHAS data, there were 41,780 households in Spokane with incomes below Area Median (AMI). It is clear from the figures that:

- There were many more renter households than owners with incomes at or below 30% of AMI and with incomes between 30% and 50% of AMI.
- 67% of both renter and owner households with incomes at or below 30% of AMI had one or more severe housing problems. By far the greatest need or condition was cost in relation to income.
- The majority of both renter and owner households with incomes between 30% and 50% of AMI had housing problems.

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

It is not possible to draw conclusions from CHAS data regarding needs by household type. The 2015 *State of Washington Housing Needs Assessment* expresses concerns about several populations. By age and composition, elderly households are and will be looking for different types of housing to meet changing needs – possibly smaller rental units. This demand may compete with other renters. Younger householders are also likely to be challenged, particularly by cost. The *Needs Assessment* (page 42) points out that in Washington close to 60% of younger householders (under 24) were burdened by high costs of housing. The report further points out that single person-households (including the elderly) are most cost-burdened – 61% are – compared to other sizes of households. Finally, people with disabilities have as a rule far less to spend on housing and, therefore, most likely to have housing problems.

HOME funds may be allocated to affordable housing projects providing preference to a particular segment of the population. Such preference is permitted for priority need populations identified in the Consolidated Plan housing priority need population (see SP-25 table 53). Such preference is not discriminatory because it promotes HUD-required Affirmative marketing whereby the HOME unit preference provides housing for those least likely to apply.

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

The most common issues facing households at risk of homelessness are lack of income and unaffordable housing. Vulnerable populations need living wage jobs to pay for the adequate housing. Lacking income, housing subsidies to maintain affordable rents are necessary. For many of those at risk, the availability of affordable rental housing with community supports can prevent their homelessness. Rapid Rehousing resources using the Housing First model of placement is a promising method of preventing homelessness as well as returning persons who have fallen into homelessness, back to stability. For



other at-risk persons with major difficulties such as addictions, mental illness or physical illness, the availability of stabilizing housing with supportive services is key. Permanent supportive housing is the primary form of housing that can prevent these subpopulations from falling into homelessness or returning to homelessness. Spokane's subsidized rental housing inventory has the variety of housing types needed to help prevent homelessness. However, it lacks sufficient numbers (housing units) to meet all the needs of its at-risk residents, let alone those who are cost-burdened.

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

There are no reliable data at the community level to make a valid estimate of the number of households at risk of homelessness. Persons with extreme cost burdens and, in general, populations with very low incomes (30% or less of AMI) are among the most vulnerable to homelessness. While the CHAS data can be a beginning point for estimates in terms of numbers of very low income households, a combination of factors contribute to risk, such as domestic violence, illness, addiction, high health and housing costs, and unemployment.

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

Among the housing issues facing persons at risk of homelessness are doubling up or overcrowding (often aggravating family dysfunction or domestic violence), substandard housing, high maintenance costs (for homeowners), unaffordable rental costs, and the high cost of utilities. Homeless providers in the City, via Coordinated Entry Assessments, consider these conditions and seek successful housing placements to prevent returns to homelessness.

## **Discussion**

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

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

### Introduction

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

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	10,960	1,865	995
White	8,805	1,515	790
Black / African American	300	4	4
Asian	250	45	60
American Indian, Alaska Native	275	139	4
Pacific Islander	165	35	0
Hispanic	675	110	10

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

Data 2011-2015 CHAS

Source:

\*The four housing problems are:

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

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

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	9,525	3,070	0
White	7,895	2,570	0
Black / African American	460	179	0
Asian	345	70	0
American Indian, Alaska Native	160	80	0
Pacific Islander	50	4	0
Hispanic	305	120	0

**Table 14 - Disproportionally Greater Need 30 - 50% AMI**

Data 2011-2015 CHAS

Source:

\*The four housing problems are:

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

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

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	7,335	8,035	0
White	6,620	6,870	0
Black / African American	135	190	0
Asian	125	310	0
American Indian, Alaska Native	80	100	0
Pacific Islander	10	0	0
Hispanic	175	315	0

**Table 15 - Disproportionally Greater Need 50 - 80% AMI**

Data 2011-2015 CHAS  
Source:

\*The four housing problems are:

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

### 80%-100% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	2,030	6,895	0
White	1,905	6,150	0
Black / African American	4	125	0
Asian	60	145	0
American Indian, Alaska Native	30	155	0
Pacific Islander	0	0	0
Hispanic	20	165	0

**Table 16 - Disproportionally Greater Need 80 - 100% AMI**

Data 2011-2015 CHAS  
Source:

\*The four housing problems are:

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

## **Discussion**

DRAFT

## NA-20 Disproportionately Greater Need: Severe Housing Problems – 91.205 (b)(2)

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

### Introduction

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

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	9,565	3,255	995
White	7,705	2,615	790
Black / African American	245	65	4
Asian	180	115	60
American Indian, Alaska Native	255	159	4
Pacific Islander	165	35	0
Hispanic	595	190	10

**Table 17 – Severe Housing Problems 0 - 30% AMI**

Data Source: 2011-2015 CHAS

\*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

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

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	4,355	8,240	0
White	3,725	6,735	0
Black / African American	175	455	0
Asian	155	260	0
American Indian, Alaska Native	45	190	0
Pacific Islander	50	4	0
Hispanic	130	290	0

**Table 18 – Severe Housing Problems 30 - 50% AMI**



Data 2011-2015 CHAS  
Source:

\*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

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

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1,840	13,530	0
White	1,620	11,865	0
Black / African American	50	270	0
Asian	45	395	0
American Indian, Alaska Native	45	130	0
Pacific Islander	0	10	0
Hispanic	20	465	0

Table 19 – Severe Housing Problems 50 - 80% AMI

Data 2011-2015 CHAS  
Source:

\*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

### 80%-100% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	325	8,595	0
White	310	7,750	0
Black / African American	0	130	0
Asian	20	180	0
American Indian, Alaska Native	0	185	0
Pacific Islander	0	0	0
Hispanic	0	180	0

Table 20 – Severe Housing Problems 80 - 100% AMI

## Demo

**Data** 2011-2015 CHAS  
**Source:**

\*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

## Discussion

DRAFT

## NA-25 Disproportionately Greater Need: Housing Cost Burdens – 91.205 (b)(2)

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

### Introduction:

#### Housing Cost Burden

Housing Cost Burden	<=30%	30-50%	>50%	No / negative income (not computed)
Jurisdiction as a whole	55,030	16,710	14,815	1,070
White	49,015	14,445	12,385	865
Black / African American	945	545	435	4
Asian	1,260	465	310	60
American Indian, Alaska Native	735	235	315	4
Pacific Islander	80	20	205	0
Hispanic	1,945	515	635	10

**Table 21 – Greater Need: Housing Cost Burdens AMI**

Data Source: 2011-2015 CHAS

### Discussion:

**NA-30 Disproportionately Greater Need: Discussion – 91.205(b)(2)**

**Are there any Income categories in which a racial or ethnic group has disproportionately greater need than the needs of that income category as a whole?**

**If they have needs not identified above, what are those needs?**

**Are any of those racial or ethnic groups located in specific areas or neighborhoods in your community?**

DRAFT

## **NA-35 Public Housing – 91.205(b)**

### **Introduction**

A number of nonprofit organizations and governmental agencies provide publicly assisted housing within the City of Spokane. On the federal level HUD and, to a lesser extent, the Veterans Administration, provide housing resources, allowing for deep subsidies to support some of the lowest income populations. Section 8 Vouchers, public housing operating subsidies, HOME funds, Community Development Block Grant and McKinney-Vento Homeless funds are provided by HUD while the VA allocates Housing Vouchers specifically for veterans and their families under the VASH Program.

At the State level, the Department of Commerce's Housing Trust Fund provides localities with funds for housing development, acquisition, rehabilitation, operations and tenant-based rental assistance (TBRA). In addition, the Washington State Housing Finance Commission assists organizations with homeownership and multifamily rental housing assistance, largely through its programs for low-income housing tax credits.

Locally, the City of Spokane CHHS Department utilizes resources provided by HUD and the State (primarily through the HOME, CDBG, and State pass-through 2160 and 2163 funds generated by local real estate fees). The Spokane Housing Authority (SHA) operates deep subsidy multifamily programs with HUD program resources and also administers other housing resources with funding from State and local governments to provide, principally, rental housing. The SHA administers rental assistance programs and owns and operates 846 public housing units, including 125 HUD-subsidized apartment units and properties with a rental subsidy linked to the unit.

Other local organizations also play key roles in the planning and delivery of publicly assisted housing in Spokane. The Spokane Continuum of Care plans for and allocates Continuum of Care Program funds, and the Spokane Low Income Housing Consortium (SLIHC) provides a platform for developing partnerships among developers and operators of publicly assisted housing as well serving as an advocate for low income, affordable housing. Finally, a number of nonprofit housing development and housing operations entities, most of which are members of SLIHC, develop, operate and/or own subsidized housing for residents of Spokane.



## Totals in Use

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher		
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers in use	0	0	120	4,665	63	4,294	70	73	139

Table 22 - Public Housing by Program Type

\*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Data Source: PIC (PIH Information Center)

## Characteristics of Residents

Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers				
				Total	Project - based	Tenant - based	Special Purpose Voucher	
							Veterans Affairs Supportive Housing	Family Unification Program
Average Annual Income	0	0	12,298	10,710	6,356	10,807	8,598	10,750
Average length of stay	0	0	5	5	0	5	0	3
Average Household size	0	0	2	2	1	2	1	3
# Homeless at admission	0	0	4	125	33	80	4	1
# of Elderly Program Participants (>62)	0	0	7	712	0	695	9	1
# of Disabled Families	0	0	57	2,109	51	1,841	60	11

Demo

	Program Type							
	Certificate	Mod-Rehab	Public Housing	Vouchers				Special Purpose Voucher
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program
# of Families requesting accessibility features	0	0	120	4,665	63	4,294	70	73
# of HIV/AIDS program participants	0	0	0	0	0	0	0	0
# of DV victims	0	0	0	0	0	0	0	0

Table 23 – Characteristics of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

## Race of Residents

Race	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher		
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
White	0	0	92	3,954	54	3,627	60	65	125
Black/African American	0	0	7	315	3	292	10	2	6
Asian	0	0	6	96	0	96	0	0	0
American Indian/Alaska Native	0	0	14	280	6	259	0	6	8
Pacific Islander	0	0	1	20	0	20	0	0	0
Other	0	0	0	0	0	0	0	0	0

**\*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition**

**Table 24 – Race of Public Housing Residents by Program Type**

**Data Source:** PIC (PIH Information Center)

### Ethnicity of Residents

Ethnicity	Certificate	Mod-Rehab	Public Housing	Program Type					
				Vouchers			Special Purpose Voucher		
				Total	Project - based	Tenant - based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
Hispanic	0	0	4	184	3	172	3	3	2
Not Hispanic	0	0	116	4,481	60	4,122	67	70	137

**\*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition**

**Table 25 – Ethnicity of Public Housing Residents by Program Type**

**Data Source:** PIC (PIH Information Center)

**Section 504 Needs Assessment: Describe the needs of public housing tenants and applicants on the waiting list for accessible units:**

Public housing residents can request a reasonable accommodation or modification at any time. Requests are processed and responded to within a few days. The SHA application form includes a section that provides the applicant with an opportunity to list any specific features or accommodations they may need to accommodate their disability. If a current tenant or applicant needs a specially designed accessible unit and there is an occupant living in the unit not needing the accessibility features, SHA transfers the current resident to a non-accessible unit to make the unit available to the tenant or applicant that does need the features of the unit.

For the Public Housing Program, most accommodation or modification requests received by SHA are for service animals or minor modifications such as grab bars.

**Most immediate needs of residents of Public Housing and Housing Choice voucher holders**

**How do these needs compare to the housing needs of the population at large**

**Discussion**

## NA-40 Homeless Needs Assessment – 91.205(c)

### Introduction:

### Homeless Needs Assessment

Population	Estimate the # of persons experiencing homelessness on a given night		Estimate the # experiencing homelessness each year	Estimate the # becoming homeless each year	Estimate the # exiting homelessness each year	Estimate the # of days persons experience homelessness
	Sheltered	Unsheltered				
Persons in Households with Adult(s) and Child(ren)	0	0	0	0	0	0
Persons in Households with Only Children	0	0	0	0	0	0
Persons in Households with Only Adults	0	0	0	0	0	0
Chronically Homeless Individuals	0	0	0	0	0	0
Chronically Homeless Families	0	0	0	0	0	0
Veterans	0	0	0	0	0	0
Unaccompanied Child	0	0	0	0	0	0
Persons with HIV	0	0	0	0	0	0

**Table 26 - Homeless Needs Assessment**

Data Source Comments:

Indicate if the homeless population is: ☐ Has No Rural Homeless

**If data is not available for the categories "number of persons becoming and exiting homelessness each year," and "number of days that persons experience homelessness," describe these categories for each homeless population type (including chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth):**

DRAFT



**Nature and Extent of Homelessness: (Optional)**

<b>Race:</b>	<b>Sheltered:</b>	<b>Unsheltered (optional)</b>
White	0	0
Black or African American	0	0
Asian	0	0
American Indian or Alaska Native	0	0
Pacific Islander	0	0
<b>Ethnicity:</b>	<b>Sheltered:</b>	<b>Unsheltered (optional)</b>
Hispanic	0	0
Not Hispanic	0	0

Data Source

Comments:

**Estimate the number and type of families in need of housing assistance for families with children and the families of veterans.**

**Describe the Nature and Extent of Homelessness by Racial and Ethnic Group.**

**Describe the Nature and Extent of Unsheltered and Sheltered Homelessness.**

**Discussion:**

## NA-45 Non-Homeless Special Needs Assessment - 91.205 (b,d)

### Introduction:

#### **Describe the characteristics of special needs populations in your community:**

Seniors: As of 2018, 15.8% of the Spokane population is 65+. At the same time that care needs of an aging population increase, the share of working age individuals will decline relative to the population dependent upon them. The elderly are vulnerable on many fronts. During 2018 in Spokane, the estimated number of seniors ages 65+ living at or below the Federal Poverty Level (FPL) was 6,706, increasing from 4,279, or by 56.7%, since 2005 (Spokane Community Indicators). According to the National Council on Aging, 21% of married Social Security recipients and 43% of single recipients aged 65+ depend on Social Security for 90% or more of their income as of 2016. One-third of senior households in the United States have no money left after meeting essential expenses.

Persons with Disabilities: The 2019 ACS estimates indicate that 10.9% of Spokane's population under age 64 had a disability. People 65+ represent the largest cohort with disabilities at 28.7% (2019 BLS). Workers under 65 with disabilities are overrepresented in entry-level positions with lower earnings, physically demanding, and low-skilled jobs. Statewide, the employment rate of working age people with disabilities was 41.7%, compared with 80.2% for persons without disabilities in WA State (2019 Cornell University). The 2017 ACS indicates that 17.6% were receiving SSI & 23.4% were living in poverty compared to 8.5% of working-age adults without a disability. DSHS served 4,144 clients with developmental disabilities and 18,734 with mental health services in Spokane between July 2016 and June 2017.

Veterans: The majority of homeless veterans suffer from mental illness and/or alcohol or substance abuse. Veterans who have experienced combat may suffer from PTSD and/or have suffered from brain injuries or trauma. These injuries leave them vulnerable to family disruption. Lack of education or training outside of the military adds to the stress of transferring military skills to civilian life. The 2020 Spokane PIT Count identified 143 of homeless persons counted were veterans with 48 being unsheltered.

Substance Abuse: DSHS served 7,045 clients with alcohol and substance abuse-related services in Spokane between July 2016 and June 2017. Most of the services were outpatient treatment and assessments. Substance abuse disorders may accompany mental illness and are often co-occurring disorders. Both mental illness and substance abuse disorders are risk factors of homelessness.

Domestic Violence: DV in the home and in relationships cuts across societal measures – income, occupation, race, and ethnicity. The National Network to End Domestic Violence reports on violence

from the perspective of those seeking help from agencies. This is more a snapshot of the more vulnerable – those who experience barriers in escaping violence such as lack of income, lack of personal esteem, immigrant status, absence of family or peer support. The 2019 Domestic Violence Counts statistics for the 24-hour count in Washington State, the Network reported that 2,915 victims were served in one day. A total of 485 unmet requests for services on the one day in September occurred and 73% were for housing and emergency shelter.

### **What are the housing and supportive service needs of these populations and how are these needs determined?**

The aging population will need additional supportive services in the years ahead which are mirrored in other populations with special needs. For all, the overriding understanding is that self-sufficiency and independence are primary goals, while being connected to the community and family. Supportive services and case management are necessary during crisis intervention and stabilization and, for some, on an ongoing basis. For victims of domestic violence and persons with disabilities, the needs go beyond crisis and short-term intervention. A flexible system of support is required to assist the individual or family to achieve self-sufficiency. There is an increased burden on the system of services, on family and on friends for caregiving.

Consistent with Aging and Long Term Care of Eastern Washington spending priorities, discretionary funds in Spokane County are awarded to agencies providing a number of services, top among them are case management, information and referral, home delivered meals, and limited in-home care. Sharing results of recent focus groups in contributing to this Consolidated Plan, ALTCEW identified the need to address high costs of living, the need for “aging friendly” communities (housing on one level, access to amenities), walkable communities (sidewalks clear of snow), and safe and accessible transportation, to name some of the early concerns.

An array of services is available in Spokane for persons with developmental disabilities of all ages, although not enough to meet needs. While needs of persons with intellectual or developmental disabilities (I/DD) depend on the nature and extent of the disability, needs tend to be ongoing, met largely within the family and usually with inadequate additional public support. Family caregivers need support as well, including respite. That many caregivers are aging raises new concerns for the future. The needs are often misunderstood leading to unnecessary social isolation and missed opportunities for fulfilling employment, healthy relationships, and maximum independence.

Providing appropriate and timely assessment, treatment and support services for persons with mental illness is a challenge made more difficult by lack of adequate funding. Contributors to the development of this Consolidated Plan consistently mentioned the need for crisis intervention, housing and supportive services for persons with mental illness. Mental illness is a primary factor in homelessness, including homeless veterans.

In addition to those actually homeless, another estimated 1.4 million veterans nationally are considered to be at risk of homelessness due to poverty and lack of support networks. Housing and services are major needs, particularly affordable housing, medical care, and mental health care. The Veterans Administration has introduced a major national initiative to end homelessness for veterans and to provide an array of services and housing supports to those at risk of homelessness. While still insufficient, the Spokane area has taken advantage of health care for homeless veterans and significant resources for housing vouchers.

**Discuss the size and characteristics of the population with HIV/AIDS and their families within the Eligible Metropolitan Statistical Area:**

According to Washington State HIV Surveillance Report (2019), there were 17 new cases of HIV diagnosed in Spokane County, for a total cumulative diagnosis from 2014-2018 of 1922 cases. As of the end of December 2018, 652 persons in Spokane County were known to be living with HIV (not AIDS). The local incidence of HIV/AIDS is relatively small; however, the disease is becoming more prevalent in suburban and rural areas. In addition 24% of new cases in Spokane County were late HIV diagnoses (diagnosed with AIDS within 12 months of being diagnosed with HIV).

**Discussion:**

## **NA-50 Non-Housing Community Development Needs – 91.215 (f)**

**Describe the jurisdiction's need for Public Facilities:**

**How were these needs determined?**

**Describe the jurisdiction's need for Public Improvements:**

**How were these needs determined?**

**Describe the jurisdiction's need for Public Services:**

**How were these needs determined?**

# **Housing Market Analysis**

## **MA-05 Overview**

### **Housing Market Analysis Overview:**



## MA-10 Number of Housing Units – 91.210(a)&(b)(2)

### Introduction

The City of Spokane is creating the Housing Action Plan to help increase housing options that are affordable and accessible for people and families of all incomes. As Spokane grows, we are facing a gap in housing supply. The plan will provide a strategic approach to address current and future housing needs of the Spokane community. When completed, it will provide a coordinated vision that supports more people being able to find a home that meets their needs with access to opportunities, services and amenities. This process builds upon previous community discussions and initiatives around infill development, housing quality, and affordable housing funding.

The supply of available housing has been very limited throughout Spokane County over the past several years. The result has been increased housing costs and limited market mobility for renters and homeowners. The Housing Action Plan and other planning efforts are designed to address provide relieve to our tight real estate market.

The following bullet points come from the Spokane Trends website. By comparison to Washington State as a whole, Spokane County has a significantly lower monthly supply of housing in all home value categories.

### Where are we?

During the fourth quarter of 2019 (19Q4) in Spokane County, the number of month's supply of housing was:

- 0.4 months for homes valued at less than \$80,000, decreasing from 3.3 in 15Q4.
- 0.4 months for homes valued at \$80,000-\$159,999, decreasing from 4 in 15Q4.
- 0.4 months for homes valued at \$160,000-\$249,999, decreasing from 3.3 in 15Q4.
- 0.8 months for homes valued at \$250,000-\$500,000, decreasing from 4.5 in 15Q4.

By comparison during the fourth quarter of 2019 (19Q4) in Washington State, the month's supply of housing with a value of:

- 1.8 months for homes valued at less than \$80,000, decreasing from 3 in 15Q4.
- 1.5 months for homes valued at \$80,000-\$159,999, decreasing from 3.3 in 15Q4.
- 1 months for homes valued at \$160,000-\$249,999, decreasing from 2.2 in 15Q4.
- 0.9 months for homes valued at \$250,000-500,000, decreasing from 2.3 in 15Q4.

Data Sources: University of Washington: Runstad Department of Real Estate - Archived Reports

## All residential properties by number of units

Property Type	Number	%
1-unit detached structure	63,055	66%
1-unit, attached structure	2,615	3%
2-4 units	6,915	7%
5-19 units	10,330	11%
20 or more units	11,480	12%
Mobile Home, boat, RV, van, etc	1,489	2%
<b>Total</b>	<b>95,884</b>	<b>100%</b>

**Table 27 – Residential Properties by Unit Number**

Data Source: 2011-2015 ACS

## Unit Size by Tenure

	Owners		Renters	
	Number	%	Number	%
No bedroom	100	0%	2,475	6%
1 bedroom	1,080	2%	10,940	28%
2 bedrooms	11,770	24%	15,450	40%
3 or more bedrooms	35,660	73%	10,145	26%
<b>Total</b>	<b>48,610</b>	<b>99%</b>	<b>39,010</b>	<b>100%</b>

**Table 28 – Unit Size by Tenure**

Data Source: 2011-2015 ACS

**Describe the number and targeting (income level/type of family served) of units assisted with federal, state, and local programs.**

**Provide an assessment of units expected to be lost from the affordable housing inventory for any reason, such as expiration of Section 8 contracts.**

The City of Spokane does not expect to lose units of affordable housing. Efforts are underway to improve/update and expand the current portfolio of affordable housing in the City of Spokane. The City of Spokane has partnered with several local affordable housing providers to build new affordable housing units.

**Does the availability of housing units meet the needs of the population?**

Not at this time. The City of Spokane and surrounding region have a shortage of available housing for all income types. This shortage has driven up pricing for rentals and single family homes. In 2018 the rental vacancy in Spokane County was 3.7%. In 2005 the rental vacancy rate was 5.1%

The rate of vacancies is due to several forces: changes in the supply of rental properties, changes in the number of people seeking rentals, as well as a "frictional" level of empty properties due to a timing gap between move-outs and move-ins. The rental market is, in turn, affected by the strength of the owner-occupied housing market. Key determinants of owner-occupied housing in the County are population growth and income growth.

Homeownership has struggled to keep up with the changing market conditions. During calendar year 2018, the share of households who own their home in the City of Spokane was 56.4%, decreasing from 59.1% in 2007. During the fourth quarter of 2019 (19Q4), the median resale value of homes in Spokane County was \$276,900, increasing from \$170,200 or by 62.7% since 09Q4.

### **Describe the need for specific types of housing:**

The City of Spokane is in need of available housing (rental & ownership) for all income levels. Affordability remains a concern for the community as prices in all housing types continues to rise. The Community, Housing and Human Services Department of the City of Spokane continues working with partner agencies and local government to address the growing need for permanent supportive housing. A growing homeless population has placed additional pressure on shelters and affordable housing options that transition individuals and families into permanent housing.

Elderly populations are in need of affordable housing options within our community. Aging and Long Term Care of Eastern Washington has identified Affordable and accessible housing as a primary need for aging populations.

### **Discussion**

The City of Spokane has developed several housing specific programs to address the needs of all populations. The Single-family Rehab program provides homeowners with limited incomes an opportunity to make important improvements to their home to maintain safe, stable, and affordable housing. The Essential Home Repair program assists homeowners in need of small repairs to maintain housing stability. The Rental Repair Program assists property owners to make necessary improvements to affordable rental units within the City of Spokane. The Derelict Housing Program helps qualified low and moderate income individuals purchase homes that have been rehabilitated.

The HOME Multifamily Housing Program provides additional funding to leverage the construction of new affordable housing units within the City. Needs and populations change over time as market conditions fluctuate from year to year. The City of Spokane will continue collaboration with local

housing providers to address the needs of renters and homeowners. Completion of the Housing Action Plan will further assist our efforts to address targeted areas of need within our community.

## MA-15 Housing Market Analysis: Cost of Housing - 91.210(a)

### Introduction

Housing affordability remains a primary concern within the Spokane community. Homeownership and rental housing has become more of a financial burden for Spokane residents over the past 10 years. The increasing costs of housing make it more difficult for individuals and families to afford other basic needs. The result is greater housing instability and greater probability of homelessness for individuals and households with annual income less than 80% area median income.

### Where are we?

During the fourth quarter of 2019 (19Q4), the **median resale value** of homes in:

Spokane County was \$276,900, *increasing* from \$170,200 or by 62.7% since 09Q4.

### Where are we?

During 2018, the annual income needed to afford fair market rent for a **one-bedroom** living space in:

- Spokane County was \$26,080, *increasing* from \$20,480, or by 27.3% since 2008.

During 2018, the annual income needed to afford fair market rent for a **two-bedroom** living space in:

- Spokane County was \$34,680, *increasing* from \$26,960, or by 28.6% since 2008.

### Where are we?

During 2018 the total number of renters with **30% or more** of their household income going towards housing costs in:

- The City of Spokane was 18,522, *increasing* from 14,658 or by 21% since 2006.

During 2018, the share of renters who were paying **30% or more** of their household income for rent in:

- The City of Spokane was 45.9%, *increasing* from 41.1% in 2006.

### Cost of Housing

	Base Year: 2009	Most Recent Year: 2015	% Change
Median Home Value	155,100	159,400	3%
Median Contract Rent	547	639	17%

Table 29 – Cost of Housing

**Data Source:** 2005-2009 ACS (Base Year), 2011-2015 ACS (Most Recent Year)

<b>Rent Paid</b>	<b>Number</b>	<b>%</b>
Less than \$500	10,280	26.4%
\$500-999	24,390	62.5%
\$1,000-1,499	3,185	8.2%
\$1,500-1,999	725	1.9%
\$2,000 or more	430	1.1%
<b>Total</b>	<b>39,010</b>	<b>100.0%</b>

**Table 30 - Rent Paid**

**Data Source:** 2011-2015 ACS

## Housing Affordability

<b>% Units affordable to Households earning</b>	<b>Renter</b>	<b>Owner</b>
30% HAMFI	2,895	No Data
50% HAMFI	11,625	3,115
80% HAMFI	26,920	11,555
100% HAMFI	No Data	18,335
<b>Total</b>	<b>41,440</b>	<b>33,005</b>

**Table 31 – Housing Affordability**

**Data Source:** 2011-2015 CHAS

## Monthly Rent

<b>Monthly Rent (\$)</b>	<b>Efficiency (no bedroom)</b>	<b>1 Bedroom</b>	<b>2 Bedroom</b>	<b>3 Bedroom</b>	<b>4 Bedroom</b>
Fair Market Rent	553	652	867	1,240	1,431
High HOME Rent	553	652	867	1,121	1,231
Low HOME Rent	553	616	740	854	953

**Table 32 – Monthly Rent**

**Data Source:** HUD FMR and HOME Rents

## Is there sufficient housing for households at all income levels?

Spokane needs more permanent affordable housing at all income levels. The shortage of available affordable housing is pressuring other support services within our community. Homelessness remains a top priority within the City of Spokane. There is a growing need for housing interventions that assist very low income individuals and households. Affordable/subsidized one and two bedroom units are needed throughout the City to address the growing needs.



**How is affordability of housing likely to change considering changes to home values and/or rents?**

**How do HOME rents / Fair Market Rent compare to Area Median Rent? How might this impact your strategy to produce or preserve affordable housing?**

## **Discussion**

## MA-20 Housing Market Analysis: Condition of Housing – 91.210(a)

### Introduction

The City of Spokane has over 87,000 housing units which is mostly comprised of older (pre-1979 construction) housing. The result is a large quantity of housing units although most units require increased maintenance and/or substantial repair due to advanced age and building component lifespan.

The City has over 31,000 housing units built prior to 1950 which is a housing category with increased incidence of lead-based paint. Deteriorated lead-based paint can present an in-home health hazard to occupants, particularly children under 6 years. The City also has over 32,000 homes built between 1950 – 1979 when residential sewer connections were commonly made with Orangeburg sewer pipe. This compressed tar paper has a 40 to 50-year intended lifespan. Pipe failure can cause sewage backup into a home and require costly replacement.

Alternately, “naturally occurring” affordable housing is more prevalent where older homes cost less to lease or purchase but maintenance and utility costs are higher than newer construction. Consequently, Spokane homeowners and renters may find Spokane real estate prices affordable when compared to state averages. However, monthly family budgets must accommodate higher costs for utilities and maintenance.

### Definitions

For purposes of this Consolidated Plan, units are in substandard condition if they cannot meet HUD Housing Quality Standards (HQS) per 24 CFR 982. These units do not meet one or more of HUD’s HQS physical inspection criteria.

For the purposes of this Consolidated Plan, units are substandard and not suitable for rehabilitation if repair costs exceed the lesser of property replacement value or value of surrounding properties. This condition can result from excessive deferred maintenance, significant structural deficiency, or health/safety condition(s).

### Condition of Units

Condition of Units	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
With one selected Condition	12,370	25%	18,775	48%
With two selected Conditions	255	1%	1,220	3%
With three selected Conditions	55	0%	50	0%

Condition of Units	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
With four selected Conditions	0	0%	0	0%
No selected Conditions	35,940	74%	18,965	49%
<b>Total</b>	<b>48,620</b>	<b>100%</b>	<b>39,010</b>	<b>100%</b>

**Table 33 - Condition of Units**

Data Source: 2011-2015 ACS

## Year Unit Built

Year Unit Built	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
2000 or later	4,605	9%	4,295	11%
1980-1999	8,085	17%	6,845	18%
1950-1979	17,550	36%	14,595	37%
Before 1950	18,375	38%	13,265	34%
<b>Total</b>	<b>48,615</b>	<b>100%</b>	<b>39,000</b>	<b>100%</b>

**Table 34 – Year Unit Built**

Data Source: 2011-2015 CHAS

## Risk of Lead-Based Paint Hazard

Risk of Lead-Based Paint Hazard	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
Total Number of Units Built Before 1980	35,925	74%	27,860	71%
Housing Units build before 1980 with children present	3,850	8%	2,090	5%

**Table 35 – Risk of Lead-Based Paint**

Data Source: 2011-2015 ACS (Total Units) 2011-2015 CHAS (Units with Children present)

## Vacant Units

	Suitable for Rehabilitation	Not Suitable for Rehabilitation	Total
Vacant Units	0	0	0
Abandoned Vacant Units	0	0	0
REO Properties	0	0	0
Abandoned REO Properties	0	0	0

**Table 36 - Vacant Units**

Data Source: 2005-2009 CHAS

## Need for Owner and Rental Rehabilitation

Most of the housing in Spokane was built more than 30 years ago. These older homes frequently require substantial reinvestment to repair/replace aged building systems. Deferred maintenance can result in significant housing quality deficiencies or failures, significant repair costs, and potentially housing loss due to substandard housing.

A key strategy to preserving affordable housing is maintaining the existing housing stock. Benefits of home maintenance include safe and sanitary housing as well as preserving home values and desirability of neighborhood housing. To that end, the City of Spokane allocates funds to these home repair programs:

- **Essential Repair:** many homes require only periodic assistance with relatively minor but critical building systems. These repairs help keep a home safe and livable. These repairs include handicap accessibility, plumbing leaks, sewer line clearing, electrical problems, roof leaks, heating system failures, and water heater replacement. The City offers this program assistance as grants to low-income homeowners with a limit on maximum funding assistance.
- **Single Family Rehabilitation:** some homes require more extensive rehabilitation due to more substantial deferred maintenance. Rehabilitation items often include roof replacement, furnace replacement, new electrical service, bedroom egress window installation, sewer line replacement, flooring replacement, and structural repair. Many of these projects occur in housing built before 1978 and will include lead-based paint testing and remediation. The City offers the Single Family Rehabilitation program that provides grants and low-interest loans to complete these more substantial repairs to restore safe and healthy homes while preserving housing affordability.
- **Rental Repair:** some small rental properties require rehabilitation where owners lack funds or financing. Rehabilitation items vary by project but frequently include roof replacement. Improvements for marketability and exterior appeal are also allowed. The City offers the Rental Repair program that provides low-interest loans to owners of 7-unit and smaller rental properties to improve rental housing quality while preserving affordable rents.
- **Multifamily Housing Program:** there is a need to preserve and increase the supply of rental housing leasing at below Fair Market Rent. The City offers the Multifamily Housing Program providing grants and loans to affordable housing developers who will purchase, rehabilitate, and/or construct rental housing having caps on renter income and unit rent.

### **Estimated Number of Housing Units Occupied by Low or Moderate Income Families with LBP Hazards**

Lead in paint was banned in 1978. Consequently, homes built prior to 1978 may contain leaded paint. City of Spokane experience gained during the Lead Safe Spokane program (2004-2012) found that most homes built before 1940 will contain some degree of leaded paint. The American Community Survey estimates that 74% of owner-occupied and 71% of renter-occupied housing units were built

before 1979 and may contain leaded paint. Further, 38% of owner-occupied and 34% of renter-occupied housing units were built before 1950 and likely have a higher incidence of leaded paint. American Community Survey data also estimates that 8% of owner-occupied and 5% of renter-occupied housing units (a total of over 5,900 housing units) have children present in the home. Lead-based paint risks are present in a Spokane housing. Consequently, lead-based paint testing and remediation is a component of all CHHS housing rehabilitation projects in pre-1978 housing.

## **Discussion**

## MA-25 Public and Assisted Housing – 91.210(b)

### Introduction

### Totals Number of Units

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project -based	Tenant -based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers available	0	0	125	4,724	102	4,622	571	842	1,569
# of accessible units									

\*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Table 37 – Total Number of Units by Program Type

Data Source: PIC (PIH Information Center)

Describe the supply of public housing developments:

Describe the number and physical condition of public housing units in the jurisdiction, including those that are participating in an approved Public Housing Agency Plan:



## Public Housing Condition

Public Housing Development	Average Inspection Score

Table 38 - Public Housing Condition

Describe the restoration and revitalization needs of public housing units in the jurisdiction:

Describe the public housing agency's strategy for improving the living environment of low- and moderate-income families residing in public housing:

Discussion:

## MA-30 Homeless Facilities and Services – 91.210(c)

### Introduction

#### Facilities and Housing Targeted to Homeless Households

	Emergency Shelter Beds		Transitional Housing Beds	Permanent Supportive Housing Beds	
	Year Round Beds (Current & New)	Voucher / Seasonal / Overflow Beds	Current & New	Current & New	Under Development
Households with Adult(s) and Child(ren)	187	70	185	205	0
Households with Only Adults	511	221	91	634	0
Chronically Homeless Households	0	0	0	408	0
Veterans	0	0	26	272	0
Unaccompanied Youth	33	0	9	0	0

**Table 39 - Facilities and Housing Targeted to Homeless Households**

**Data Source Comments:** Data provided by City of Spokane Homeless Management Information System

**Describe mainstream services, such as health, mental health, and employment services to the extent those services are use to complement services targeted to homeless persons**

**List and describe services and facilities that meet the needs of homeless persons, particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth. If the services and facilities are listed on screen SP-40 Institutional Delivery Structure or screen MA-35 Special Needs Facilities and Services, describe how these facilities and services specifically address the needs of these populations.**

## MA-35 Special Needs Facilities and Services – 91.210(d)

### Introduction

Over the course of July 2016 - June 2017, the Washington State Department of Social and Health Services (DSHS) served 47% of the Spokane County population via one of their programs. This figure is indicative of the varied needs of Spokane residents which include social support programming for increased independent living and support for seniors; substance use disorder treatment programming; a myriad of services to youth to support their safety and well-being; family support services; developmental disability services including care facilities; Economic Services such as Aged, Blind or Disabled (ABD) Assistance, child support services, emergency Assistance, Housing and Essential Needs (HEN) referrals, SSI-State, TANF and State Family Assistance, and child care services; Medical and mental Health Services; and Vocation Rehabilitation Services.

More than one third of households across the nation live in rental housing. Some households have chosen rental housing due to convenience, cost, or other reasons. Others, particularly lower income families, live in rental housing because homeownership is out of reach. Affordable rental housing for this population is very important not only for the families themselves, but for our communities as a whole.

According to Spokane Community Indicators, during 2018 in **Spokane County**, the estimated:

- Renter median household income was \$36,104, increasing from \$21,818, or by 65.5% since 2005.
- Income needed to afford median rent was \$36,840, increasing from \$24,360, or by 51.2% since 2005.

During 2018, the estimated difference between the median household income of renters and the income needed to afford median gross rent, the housing wage gap, in:

- **Spokane County** was -\$736, compared to -\$2,542 in 2005.
- **Washington State** was -\$1,669, compared to -\$96 in 2005.
- **The U.S.** was -\$1,789, compared to -\$869 in 2005.

As the gap between wages and income continues to increase, residents in Spokane will continue to struggle to meet their basic needs. Social programs and economic assistance needs will continue to increase and require additional support from other funding programs to continue to provide the support these households need to remain independent both physically and financially to avoid crises such as unemployment, episodes of homelessness, domestic violence, and food insecurity.

**Including the elderly, frail elderly, persons with disabilities (mental, physical, developmental), persons with alcohol or other drug addictions, persons with HIV/AIDS and their families,**

**public housing residents and any other categories the jurisdiction may specify, and describe their supportive housing needs**

The frail elderly and persons with mental illness, substance abuse, HIV/AIDs developmental disabilities or physical disabilities require long-term housing and services. Housing provided through a range of nonprofit organizations can stabilize these populations and are available throughout the City. Housing facilities available include Inland Empire Residential Resources, ARC of Spokane, Pioneer Human Resources, Frontier Behavioral Health, Catholic Housing Communities, and Volunteers of America. In addition, there are a number of residential communities for seniors that provide supportive housing for the elderly and disabled. Vacancies at many of the facilities are infrequent, indicating a need for more housing resources.

Persons with severe disabilities require permanent supportive housing in which supportive services are provided in a trauma-informed manner to address barriers to maintaining housing and aid in connection to mainstream benefits. People experiencing trimobidity can face barriers to accessing and working through systems of care in which navigators and clinicians can work together with the client to address their needs. The 2020 Point-In-Time Count conducted by the Spokane City/County Continuum of Care indicated that 462 chronically homeless persons were seeking services on this one night in January. People experiencing long-term homelessness have increased medical, mental health, and/or substance use treatment/counseling need that continue once housing is obtained.

Aging and Long Term Care of Eastern Washington (ALTCEW) is the designated Area Agency on Aging. In the 2020-2023 Proposed Plan, the agency set a number of priority issue areas including: healthy aging; mental health & aging; community based supports; Medicaid supported services; and planning with Native American Tribes and Tribal Organizations. ALTCEW continues to work to increase access to and utilization of community resources available to the againing population. The cost for long-care care (in-home) dramatically increases the amount of income a senior, or person with disabilities, needs to be secure. The Elder Economic Security Index (2019) indicates that a single person household renter with poor health would need to maintain \$24,300 per year or \$2,025 per month in income in Spokane County. The greater the assisted living care that the aging population needs significantly increases the income required to sustain independent living. High medical costs, especially amongst the aging population, is a contributing risk factor in potentially experiencing homelessness.

According to data compiled by the Washington State Coalition Against Domestic Violence, having limited options for economic stability can keep victims in relationships with violent abusers. Lack of affordable housing options and income are significant barriers to escaping abuse. Washington State tracks domestic violence-related deaths. While no person in imminent danger is turned away from shelter, making the transition to safety is met with multiple barriers – lack of affordable housing, lack of legal representation, finding suitable employment, and recovering from abuse. While victims of domestic violence are protected from discrimination, the presence of protective orders alone can persuade landlords against renting.

**Describe programs for ensuring that persons returning from mental and physical health institutions receive appropriate supportive housing**

An agreement between the Regional Support Network (RSN) and Eastern State Hospital facilitates continuity of service supports for persons exiting to the community from the mental health hospital. In addition, the RSN, which provides community-based mental health services for outpatients, works closely with Frontier Behavioral Health Outreach, the Spokane County Supportive Living Program and Behavioral Health Options to create supportive housing placements. The Spokane Continuum of Care, through the outreach network and funding support, provides outreach and housing for chronically homeless persons with medical needs. In addition, a medical respite program (in collaboration with Providence Health Care, Catholic Community Services and Volunteers of America) provides interim housing while longer-term supportive housing is being identified. The Roads to Community Living Program coordinates with group homes, private landlords and assisted living programs to place Medicare-eligible persons discharging from hospitals, nursing homes and mental health facilities in appropriate housing, including supportive housing.

**Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. 91.315(e)**

The Consolidated Plan and the 2020-2025 Spokane Regional Plan to Prevent and End Homelessness both lay out strategies to be employed in increasing supportive housing and services for persons with special needs. The Consolidated Plan goals of preventing homelessness and creating stable, expanding affordable housing and improving the quality of life are being accomplished through nonprofit and governmental partnerships to create new affordable housing for the most vulnerable populations, including those with disabilities. Additionally, specific actions include funding new affordable multifamily housing, supporting tenant-based rental assistance, improvements to transitional and permanent supportive housing programs, housing counseling programs, senior food programs, Emergency Solutions Grant support to prevention and homeless programs, and youth development programs.

**For entitlement/consortia grantees: Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. (91.220(2))**



## **MA-40 Barriers to Affordable Housing – 91.210(e)**

### **Negative Effects of Public Policies on Affordable Housing and Residential Investment**

## MA-45 Non-Housing Community Development Assets – 91.215 (f)

### Introduction

### Economic Development Market Analysis

### Business Activity

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Agriculture, Mining, Oil & Gas Extraction	800	277	1	0	-1
Arts, Entertainment, Accommodations	10,009	12,307	14	13	-1
Construction	3,857	4,585	5	5	0
Education and Health Care Services	19,782	31,575	27	33	6
Finance, Insurance, and Real Estate	5,447	8,160	7	8	1
Information	1,390	2,122	2	2	0
Manufacturing	5,935	4,469	8	5	-3
Other Services	2,769	3,380	4	3	-1
Professional, Scientific, Management Services	5,951	9,610	8	10	2
Public Administration	16	0	0	0	0
Retail Trade	11,123	13,632	15	14	-1
Transportation and Warehousing	2,219	1,947	3	2	-1
Wholesale Trade	4,202	4,925	6	5	-1
Total	73,500	96,989	--	--	--

**Table 40 - Business Activity**

**Data Source:** 2011-2015 ACS (Workers), 2015 Longitudinal Employer-Household Dynamics (Jobs)

## Labor Force

Total Population in the Civilian Labor Force	102,023
Civilian Employed Population 16 years and over	92,895
Unemployment Rate	8.95
Unemployment Rate for Ages 16-24	24.09
Unemployment Rate for Ages 25-65	5.89

**Table 41 - Labor Force**

Data Source: 2011-2015 ACS

Occupations by Sector	Number of People
Management, business and financial	21,205
Farming, fisheries and forestry occupations	4,230
Service	12,445
Sales and office	22,860
Construction, extraction, maintenance and repair	6,095
Production, transportation and material moving	4,135

**Table 42 – Occupations by Sector**

Data Source: 2011-2015 ACS

## Travel Time

Travel Time	Number	Percentage
< 30 Minutes	69,700	80%
30-59 Minutes	14,900	17%
60 or More Minutes	2,605	3%
<b>Total</b>	<b>87,205</b>	<b>100%</b>

**Table 43 - Travel Time**

Data Source: 2011-2015 ACS

## Education:

### Educational Attainment by Employment Status (Population 16 and Older)

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
Less than high school graduate	3,420	520	4,215

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
High school graduate (includes equivalency)	16,785	2,025	8,500
Some college or Associate's degree	28,485	3,055	11,240
Bachelor's degree or higher	25,900	910	5,140

**Table 44 - Educational Attainment by Employment Status**

Data Source: 2011-2015 ACS

#### Educational Attainment by Age

	Age				
	18–24 yrs	25–34 yrs	35–44 yrs	45–65 yrs	65+ yrs
Less than 9th grade	130	535	565	1,160	1,410
9th to 12th grade, no diploma	2,400	2,070	1,115	2,710	2,245
High school graduate, GED, or alternative	7,460	8,770	5,688	12,900	8,670
Some college, no degree	10,633	8,950	6,693	13,660	7,265
Associate's degree	1,250	4,070	2,945	6,670	2,005
Bachelor's degree	2,423	6,380	4,910	8,615	4,770
Graduate or professional degree	80	2,790	3,375	6,055	3,515

**Table 45 - Educational Attainment by Age**

Data Source: 2011-2015 ACS

#### Educational Attainment – Median Earnings in the Past 12 Months

Educational Attainment	Median Earnings in the Past 12 Months
Less than high school graduate	17,986
High school graduate (includes equivalency)	60,334
Some college or Associate's degree	66,754
Bachelor's degree	110,742
Graduate or professional degree	137,837

**Table 46 – Median Earnings in the Past 12 Months**

Data Source: 2011-2015 ACS

**Based on the Business Activity table above, what are the major employment sectors within your jurisdiction?**

**Describe the workforce and infrastructure needs of the business community:**

**Describe any major changes that may have an economic impact, such as planned local or regional public or private sector investments or initiatives that have affected or may affect job and business growth opportunities during the planning period. Describe any needs for workforce development, business support or infrastructure these changes may create.**

**How do the skills and education of the current workforce correspond to employment opportunities in the jurisdiction?**

**Describe any current workforce training initiatives, including those supported by Workforce Investment Boards, community colleges and other organizations. Describe how these efforts will support the jurisdiction's Consolidated Plan.**

**Does your jurisdiction participate in a Comprehensive Economic Development Strategy (CEDS)?**

**If so, what economic development initiatives are you undertaking that may be coordinated with the Consolidated Plan? If not, describe other local/regional plans or initiatives that impact economic growth.**

**Discussion**

## **MA-50 Needs and Market Analysis Discussion**

**Are there areas where households with multiple housing problems are concentrated?  
(include a definition of "concentration")**

**Are there any areas in the jurisdiction where racial or ethnic minorities or low-income families are concentrated? (include a definition of "concentration")**

**What are the characteristics of the market in these areas/neighborhoods?**

**Are there any community assets in these areas/neighborhoods?**

**Are there other strategic opportunities in any of these areas?**



## **MA-60 Broadband Needs of Housing occupied by Low- and Moderate-Income Households - 91.210(a)(4), 91.310(a)(2)**

**Describe the need for broadband wiring and connections for households, including low- and moderate-income households and neighborhoods.**

### **Total and Share of Households with Internet Connection**

As internet access and computer use have grown in importance to American household, corporate and government users, Census officials have begun to track data related to Internet use and computer ownership. The internet has transformed the lives of most who have access to it. Essentially, much of the information and the tools offered on the internet used to take hours or days to procure, if it was available at all. Yet, not all Americans have access to the internet.

According to information from the American Community Survey, Census workers have questioned Americans about their computer use (since 1984) and Internet use (since 1997) for decades. Mobile devices have recently become an increasingly popular way to access the Internet as well, changing the way people search, shop, access information and view entertainment. The internet is also significantly reshaping the education industry and healthcare.

Information from this indicator is useful to business owners and public officials interested in consumer habits. As people change the way they shop, pay bills and search for information, businesses and government entities will need to adapt to keep up. The annual snapshots might also guide policy that aims at providing internet connection to all parts of the country ("bridging the digital divide.")

This indicator measures the number of households in Spokane County, with an internet connection of any kind. Washington State and the U.S. are offered as benchmarks.

### **Where are we?**

During 2018, the total number of households with an internet connection in Spokane County was 184,842, increasing from 147,821, or by 20.4% since 2013.

By comparison during 2018, the estimated share of homes with an internet connection of any type in:

- Spokane County was 89.6%, increasing from 79.3% in 2013
- Washington State was 90.2%, increasing from 78.9% in 2013
- The U.S. was 85.3%, increasing from 74.4% in 2013

### **Share of Internet Connection by Type**

This indicator measures the share of homes in Spokane County both individually and combined, that have internet access, distributed by type (dial-up alone; cellular data plan; cable, fiber-optic, or DSL; satellite and other). Washington State and the U.S. are offered as benchmarks.

### **Where are we?**

During 2018 in **Spokane County**, the share of households with an internet connections that were:

- Broadband was 82.4%
- Cellular Alone was 8.9%
- Dial-up Alone was 0.97%
- Other was 7.7%

During 2018, the share of households in **Washington State** with internet connections that were:

- Broadband was 85.6%
- Cellular Alone was 10.2%
- Dial-up Alone was 0.28%
- Other was 3.9%

During 2018, the share of households in the **U.S.** with internet connections that were:

- Broadband was 81.6%
- Cellular Alone was 13.6%
- Dial-up Alone was 0.31%
- Other was 4.5%

### **Data Sources:**

[http://www.spokanetrends.org/graph.cfm?cat\\_id=0&sub\\_cat\\_id=3&ind\\_id=5](http://www.spokanetrends.org/graph.cfm?cat_id=0&sub_cat_id=3&ind_id=5)

[http://www.spokanetrends.org/graph.cfm?cat\\_id=0&sub\\_cat\\_id=3&ind\\_id=6](http://www.spokanetrends.org/graph.cfm?cat_id=0&sub_cat_id=3&ind_id=6)

U.S. Census Bureau: American Community Survey (ACS) - Explore Census Data

- Table B28002

### **Describe the need for increased competition by having more than one broadband Internet service provider serve the jurisdiction.**

The City of Spokane is fortunate to have multiple broadband internet service providers. According to HighSpeedInternet.com (<https://www.highspeedinternet.com/wa/spokane>), Spokane residents have access to 11 separate internet service providers. Connection types range from DSL, fiber, cable, fixed

wireless, and satellite. City-wide coverage ranges from 100% (fixed wireless and satellite) to a low of 15% (cable).

In February 2020, the Spokane City Council recently passed an ordinance allowing a new cable internet (TV & phone) provider to offer services to Spokane residents. This resolution will provide additional service opportunities for residents and increase market competition.

## **MA-65 Hazard Mitigation - 91.210(a)(5), 91.310(a)(3)**

### **Describe the jurisdiction's increased natural hazard risks associated with climate change.**

On December 17th, 2018, the Spokane City Council passed Resolution 2018-0110 forming the Sustainability Action Subcommittee (SAS) of the City Council's Public Infrastructure, Environment, and Sustainability (PIES) Committee. The Sustainability Action Subcommittee is focused on issues surrounding climate change and its effects on Spokane and the region. SAS is tasked to research solutions the City and its residents can take to both mitigate our contribution to climate change and help make our community more resilient in the face of these changes.

A trend of warming and a change in Spokane winter precipitation patterns is bringing more rain and less snow. Members of the Sustainability Action Subcommittee, or SAS are noting a winter sports season that has shortened, impacts to agriculture, more intense wildfires, and changing water flows in the Spokane River. Rising temperatures and smoke have already affected cherished community events like Bloomsday, Spokefest, and Hoopfest.

According to a survey of Spokane residents conducted by the SAS; wild fires pose the most significant natural hazard risk to our region. Like much of the western U.S., our region has seen an increase in the number of unhealthy air quality days caused by wildfire smoke. During four of the last five years, smoke from wildfires resulted in 44 days of unhealthy air in the Spokane County metro area.

Wildfire smoke contains harmful compounds and fine particles. When inhaled, microscopic smoke particles bypass the body's natural defense system and travel deep into the lungs.

### **Describe the vulnerability to these risks of housing occupied by low- and moderate-income households based on an analysis of data, findings, and methods.**

#### **Health Equity Review**

Social inequities across our community play a significant role in the health outcomes of our citizens. Because of this, the effects of climate change are expected to more significantly impact our most vulnerable residents. Also referred to as social determinants of health, these disparities are influenced by education, income, race, access to healthcare, and even by the neighborhoods in which we live. For more information on health equity and climate change, visit the World Health Organization's website or the Washington State Department of Health's website.

### **Each policy recommendation is to follow this review process prior to being implemented by Council:**

1. Submit the recommendation to the Health Equity team for review a minimum of one week prior to presentation at the monthly SAS meeting
2. Health Equity team will meet and review the recommendation prior to the SAS meeting

3. At the SAS meeting Health Equity team provides brief oral feedback; alternatively written feedback is provided directly to the workgroup sponsoring the initiative
4. Written feedback will be saved to the workgroup's shared drive for reference

**Notes on Health Equity process:**

- This process allows for recommendations to be vetted through a health equity lens before they go before the entire SAS – this will more carefully vet and improve ideas by identifying unintended health consequences before the entire committee weighs in.
- Refer to the May 2019 Public Health Presentation for a review on health equity
- The concept can be difficult to grasp due to the high number of various environmental factors that can impact public health and equity

For more information, please visit:

<https://my.spokanecity.org/bcc/committees/public-infrastructure-environment-and-sustainability/sustainability-action-subcommittee/#:~:text=Communication,the%20issue%20of%20climate%20change.>

# Strategic Plan

## SP-05 Overview

### Strategic Plan Overview

Spokane has developed a set of priorities and strategies to guide the community's efforts to meet the needs of low and moderate income households over the next five years. The following identifies priority needs, describes potential resources available to meet those needs, and sets goals and outcomes.



## **SP-10 Geographic Priorities – 91.215 (a)(1)**

### **Geographic Area**

**Table 47 - Geographic Priority Areas**

#### **General Allocation Priorities**

Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA)

The City of Spokane has identified several areas for targeted community investment. These areas will be supported where applicable with funding sources identified in this Consolidated Plan. Primary investments will seek to support the creation, or expansion of affordable housing, urgent public health and safety response, and community based social service programing for the benefit of primarily low and moderate income individuals and families.

## SP-25 Priority Needs - 91.215(a)(2)

### Priority Needs

Table 48 – Priority Needs Summary

1	<b>Priority Need Name</b>	Improve affordable housing access & availability
	<b>Priority Level</b>	High
	<b>Population</b>	Extremely Low Low Moderate Middle Families with Children Elderly Chronic Homelessness Individuals Families with Children Mentally Ill veterans Persons with HIV/AIDS Victims of Domestic Violence Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence Non-housing Community Development
	<b>Geographic Areas Affected</b>	
	<b>Associated Goals</b>	Housing Stability
	<b>Description</b>	Fund projects and activities that acquire, rehabilitate, or build additional affordable housing within the Spokane community.
	<b>Basis for Relative Priority</b>	
2	<b>Priority Need Name</b>	Urgent public health & safety Response

	<b>Priority Level</b>	Low
	<b>Population</b>	Extremely Low Low Moderate Middle Large Families Families with Children Elderly Public Housing Residents Rural Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse veterans Persons with HIV/AIDS Victims of Domestic Violence Unaccompanied Youth Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence Non-housing Community Development
	<b>Geographic Areas Affected</b>	
	<b>Associated Goals</b>	Public Health and Safety
	<b>Description</b>	Adaptive response to changing community needs related to sheltering homeless populations, natural disasters, and public health pandemics.
	<b>Basis for Relative Priority</b>	
	<b>3 Priority Need Name</b>	Community based social service programming
	<b>Priority Level</b>	Low

	<b>Population</b>	Extremely Low Low Moderate Middle Large Families Families with Children Elderly Public Housing Residents Rural Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse veterans Persons with HIV/AIDS Victims of Domestic Violence Unaccompanied Youth Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence Non-housing Community Development
	<b>Geographic Areas Affected</b>	
	<b>Associated Goals</b>	Community Based Social Services
	<b>Description</b>	Community based services that address the following areas: Food Security, Workforce Development, Housing Stability, Childcare, Transportation, behavior and victim services.
	<b>Basis for Relative Priority</b>	

### **Narrative (Optional)**

The City of Spokane has prioritized basic community needs that support a diverse range of individuals and families in need of basic assistance. Access to safe and affordable housing choice remains a priority need within our community. The City will remain adaptive to changing needs within our community throughout the duration of this Consolidated Plan. One such need identified in this planning process is the need for a flexible community response to urgent health and safety concerns such as COVID-19.

## SP-30 Influence of Market Conditions – 91.215 (b)

### Influence of Market Conditions

Affordable Housing Type	Market Characteristics that will influence the use of funds available for housing type
Tenant Based Rental Assistance (TBRA)	
TBRA for Non-Homeless Special Needs	
New Unit Production	
Rehabilitation	
Acquisition, including preservation	

**Table 49 – Influence of Market Conditions**



## SP-35 Anticipated Resources - 91.215(a)(4), 91.220(c)(1,2)

### Introduction

Over the five-year period of the Consolidated Plan, the City estimates that the following funds will be available to carry out Plan objectives. The allocation of funds to these programs is appropriated annually, so the exact amounts that will be available are unknown.

### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	3,384,101	1,600,000	500,000	5,484,101	23,000,000	Exact annual allocations will be published in each Annual Action Plan. The figures provided in this section are estimates based on prior year funding awards and program income generated by the Single-family Rehab Program. Please direct questions to the Community, Housing and Human Services Department at <a href="mailto:spokanechhs@spokanecity.org">spokanechhs@spokanecity.org</a> . Please include public comment in your subject line.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	1,336,999	200,000	0	1,536,999	6,000,000	Exact annual allocations will be published in each Annual Action Plan. The figures provided in this section are estimates based on prior year funding awards and program income generated by the Single-family Rehab Program. Please direct questions to the Community, Housing and Human Services Department at <a href="mailto:spokanechhs@spokanecity.org">spokanechhs@spokanecity.org</a> . Please include public comment in your subject line.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	287,494	0	0	287,494	1,400,000	Exact annual allocations will be published in each Annual Action Plan. The figures provided in this section are estimates based on prior year funding awards and program income generated by the Single-family Rehab Program. Please direct questions to the Community, Housing and Human Services Department at <a href="mailto:spokanechhs@spokanecity.org">spokanechhs@spokanecity.org</a> . Please include public comment in your subject line.

Table 50 - Anticipated Resources

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

The City of Spokane will fund projects that have a minimum match contribution of 10% the total amount of funds being requested for all Community Development Block Grant (CDBG) awards. The HOME Program will meet basic match requirements at a program level for tenant-

based rental assistance, single family rehabilitation and down payment assistance, and development of affordable rental units. Match is generated when affordable rental unit development is financed with permanent investments of non-federal, non-owner funds.

The City of Spokane intends to partner with local housing and service providers to pursue HUD's Section 108 Loan Guarantee Program. A section 108 Loan Guarantee would allow the City to access/leverage future CDBG allocation to address current community needs such as affordable housing.

The City of Spokane will also partner with the Washington State Department of Commerce for funding to address homelessness. These funding sources will be used to leverage goals outlined in the Strategic Plan to Prevent and End Homelessness.

Additional clarity regarding sources of leverage will be provided to the Spokane community through the Annual Action Plan.

**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

The City of Spokane supports multiple partner agencies operating in publicly owned facilities. Support for these facilities will remain throughout the duration of this Consolidated Plan. Moreover, the City will seek partnerships with affordable housing developers to acquire, or rehabilitate properties that expand affordable housing within our community.

**Discussion**

All funding allocations will meet basic eligibility requirements as noted in the Code of Federal Regulations. An emphasis will be placed on activities that support the needs of low and moderate income individuals and families. For more information regarding the eligible use of these funds, please contact the Community, Housing and Human Services Department at [spokanechhs@spokanecity.org](mailto:spokanechhs@spokanecity.org).

## SP-40 Institutional Delivery Structure – 91.215(k)

Explain the institutional structure through which the jurisdiction will carry out its consolidated plan including private industry, non-profit organizations, and public institutions.

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
City of Spokane CHHS Dept	Government	Economic Development Homelessness Non-homeless special needs Ownership Planning Rental neighborhood improvements public facilities public services	Jurisdiction

**Table 51 - Institutional Delivery Structure**

### **Assess of Strengths and Gaps in the Institutional Delivery System**

The institutional delivery system has a strong capacity for planning and implementing housing, community/economic development and essential services activities through the CDBG, ESG and HOME Programs. In particular, the City has had a long and successful history in planning and managing housing assistance including housing development and housing rehabilitation. The City's nonprofit partners and the Spokane Housing Authority have offered a ready source of capable organizations, many specializing in affordable housing for particular subpopulations of low income households.

The Spokane Community, Housing and Human Services (CHHS) Board and its subcommittees provide an added strength to the system through the extensive experience of its members and their role as advisory to the City. The City Department of CHHS and its predecessor have had a long history in assisting and supporting the Spokane Continuum of Care and its partner agencies, utilizing ESG funds and state and federal resources. The Continuum has been successful in building a broad range of housing and services for homeless and vulnerable special needs populations with strong outcome results.

The lack of adequate financial resources to support priorities of the City is a primary weakness in the institutional delivery system. While there has been some success over the years, the development of major funding sources has been limited, exacerbated by the economic recession and reductions in federal and state resources in recent years. The City has reorganized its departments to increase capacity to undertake coordinated approaches to solving multi-faceted housing, community/economic

development and services needs in the community. A major focus is increasing resources for projects meeting the needs of its low and moderate income households.

**Availability of services targeted to homeless persons and persons with HIV and mainstream services**

Homelessness Prevention Services	Available in the Community	Targeted to Homeless	Targeted to People with HIV
<b>Homelessness Prevention Services</b>			
Counseling/Advocacy	X	X	X
Legal Assistance	X	X	X
Mortgage Assistance	X		
Rental Assistance	X	X	X
Utilities Assistance	X	X	X
<b>Street Outreach Services</b>			
Law Enforcement	X	X	X
Mobile Clinics	X	X	X
Other Street Outreach Services	X	X	X
<b>Supportive Services</b>			
Alcohol & Drug Abuse	X	X	X
Child Care	X	X	X
Education	X	X	X
Employment and Employment Training	X	X	X
Healthcare	X	X	X
HIV/AIDS	X	X	X
Life Skills	X	X	X
Mental Health Counseling	X	X	X
Transportation	X	X	X
<b>Other</b>			

**Table 52 - Homeless Prevention Services Summary**

**Describe how the service delivery system including, but not limited to, the services listed above meet the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth)**

Spokane has a large number of high-capacity agencies delivering services. These include agencies which provide homeless services and those which provide services to special needs populations, including homelessness prevention services. A strength of the delivery system is the Homeless Families Coordinated Assessment (HFCA) system managed by Catholic Charities of Spokane and the Singles Homeless Coordinated Assessment (SHCA) program operated by SNAP in collaboration of several nonprofit organizations and the City. Implementation of the CE system has resulted in increased



coordination of available housing units, shorter waits for housing, elimination of barriers to housing placement and maximized use of limited services resources. In addition, the Homeless Management Information System (HMIS) is generating performance reports to help the Continuum of Care evaluate program outcomes of housing and services. While improvements are still ongoing, the health care system has been strengthening its capacity to coordinate among partnering agencies including the CoC Board and committees. Finally, the CoC, along with agencies providing services to non-homeless persons, has been increasingly able to successfully connect clients to the mainstream resources for which they are eligible through increased access and sustainability of the SOAR program to assist with successful SSI/SSDI applications. Providers are required, under the CoC Program, to facilitate connection to mainstream benefits such as TANF, food stamps, substance abuse programs, and other relevant programs such as HIV/AIDS programming to increase housing stability and social support networks. Other services such as senior food nutrition, mental health counseling, life skills, affordable day care, job readiness, case management and refugee/immigrant language skills are provided via local nonprofits within the community and collaborate with the CoC Board and its multiple subcommittees.

There are several areas where services capacity does not match the need. Among the notable gaps include lack of enough low-barrier housing facilities such as a low-barrier, targeted-capacity emergency shelter, transitional housing, and permanent supportive housing facilities that allows persons actively using substances to remain in housing while barriers to maintaining housing are addressed. Outreach services and shelter of unaccompanied youth is currently not adequate to meet the needs of homeless youth living on the streets. Additionally, housing programs that can provide assistance to households considered "doubled-up" is a significant need.

**Describe the strengths and gaps of the service delivery system for special needs population and persons experiencing homelessness, including, but not limited to, the services listed above**

Spokane has a large number of high-capacity agencies that provide housing and support services to special needs groups including those experiencing homelessness. Homeless housing and service providers funded via the CHHS department programs (CDBG, CoC, local funds) are required to participate in HMIS and our local Coordinated Entry System (CES - HFCA & SHCA) to create to a centralized process for access the Diversion program and CES that includes housing programs targeted to households experiencing homelessness and/or interested in programming for those living with HIV/AIDS. Households that are eligible to access tailored programming such as veterans and households fleeing DV can also be connected to providers via the CES portals. The goals of the Spokane CoC's 2020-2025 Five-Year Strategic Plan to Prevent and End Homelessness is to streamline resources and the CES accessibility (including marketing) to create a "one-stop shop" in which households to can connect, get assessed (when appropriate), and ultimately be placed on the prioritization lists. We continue to work towards increasing coordination and workflow across service providers for each client to reduce barriers to accessing and retaining permanent housing for people experiencing homelessness as well as streamlining street outreach and program collaboration to assist clients obtain necessary

documentation to access programs.

Spokane continues to have a very low housing vacancy rate with a lack of sufficient affordable housing stock which limits the community's ability to provide services that are needed. While we continue to collaborate with housing developers and affordable housing providers, the high costs of new construction of PSH buildings, and operational costs of service provision, even while leveraging HTF/LIHTC and Foundational Community Supports (FCS), has limited sufficient housing stock & supportive programs needed.

**Provide a summary of the strategy for overcoming gaps in the institutional structure and service delivery system for carrying out a strategy to address priority needs**

In order to address the very low housing vacancy rate and lack of sufficient affordable housing stock, the Spokane CoC Board, comprised of 23 different sector leaders that have the ability to leverage resources to address the needs of people at-risk of homelessness, literally homeless, and special populations experiencing housing crises are working toward developing partnerships to raise financial resources and service-delivery capacity across the continuum. The Spokane CoC's Five-Year (2020-2025) Strategic Plan to Prevent and End Homelessness has five (5) primary goals: (1) Quick identification of people experiencing homelessness, (2) Prioritization of homeless housing for households with the greatest needs, (3) Effective & efficient crisis response system that swiftly moves people in stable permanent housing, (4) Clear projection of current and future needs of homeless housing & services needs, and (5) Address racial and cultural disparities among people experiencing homelessness. Each goal in the plan identifies specific strategies to meet each goal which include: data-driven decision making through frequent monitoring of system inputs and outputs (resources) and performance outcomes (e.g. successful outreach service contacts, successful CES referrals, increased income and connection to mainstream benefits, exits to/retention of permanent housing).

The CoC is taking many steps to increase the lack of affordable housing stock and housing to serve high acuity homeless households. The Landlord Liaison subcommittee of the CoC is responsible for ensuring existing landlords are supported by case managers of clients being housed in their units. This also includes increasing education among private landlords about the rental subsidy programs and the benefits of the supportive services provided that can also benefit landlord needs to maintain quality housing and avoid costly evictions.

## SP-45 Goals Summary – 91.215(a)(4)

### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Housing Stability	2020	2024	Affordable Housing		Improve affordable housing access & availability		Rental units constructed: 50 Household Housing Unit  Rental units rehabilitated: 50 Household Housing Unit  Homeowner Housing Added: 20 Household Housing Unit  Homeowner Housing Rehabilitated: 100 Household Housing Unit

2	Public Health and Safety	2020	2024	Homeless Non-Homeless Special Needs Non-Housing Community Development		Urgent public health & safety Response		Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 0 Persons Assisted  Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 0 Households Assisted  Public service activities other than Low/Moderate Income Housing Benefit: 250 Persons Assisted  Public service activities for Low/Moderate Income Housing Benefit: 250 Households Assisted  Facade treatment/business building rehabilitation: 0 Business  Brownfield acres remediated: 0 Acre  Rental units constructed: 0 Household Housing Unit
---	--------------------------	------	------	--	--	--	--	---

								Rental units rehabilitated: 0 Household Housing Unit  Homeowner Housing Added: 0 Household Housing Unit  Homeowner Housing Rehabilitated: 0 Household Housing Unit  Direct Financial Assistance to Homebuyers: 0 Households Assisted  Tenant-based rental assistance / Rapid Rehousing: 50 Households Assisted  Homeless Person Overnight Shelter: 0 Persons Assisted  Overnight/Emergency Shelter/Transitional Housing Beds added: 50 Beds  Homelessness Prevention: 0 Persons Assisted  Jobs created/retained: 10 Jobs
--	--	--	--	--	--	--	--	---

Consolidated Plan

SPOKANE

86

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
								<p>Businesses assisted: 0 Businesses Assisted</p> <p>Housing for Homeless added: 0 Household Housing Unit</p> <p>Housing for People with HIV/AIDS added: 0 Household Housing Unit</p> <p>HIV/AIDS Housing Operations: 0 Household Housing Unit</p> <p>Buildings Demolished: 0 Buildings</p> <p>Housing Code Enforcement/Foreclosed Property Care: 0 Household Housing Unit</p> <p>Other: 0 Other</p>



<b>3</b>	Community Based Social Services	2020	2024	Homeless Non-Homeless Special Needs Non-Housing Community Development		Community based social service programming		Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 0 Persons Assisted  Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 0 Households Assisted  Public service activities other than Low/Moderate Income Housing Benefit: 5000 Persons Assisted  Public service activities for Low/Moderate Income Housing Benefit: 250 Households Assisted  Facade treatment/business building rehabilitation: 0 Business  Brownfield acres remediated: 0 Acre  Rental units constructed: 0 Household Housing Unit
----------	---------------------------------	------	------	---	--	--	--	--

								Rental units rehabilitated: 0 Household Housing Unit  Homeowner Housing Added: 0 Household Housing Unit  Homeowner Housing Rehabilitated: 0 Household Housing Unit  Direct Financial Assistance to Homebuyers: 0 Households Assisted  Tenant-based rental assistance / Rapid Rehousing: 0 Households Assisted  Homeless Person Overnight Shelter: 250 Persons Assisted  Overnight/Emergency Shelter/Transitional Housing Beds added: 0 Beds  Homelessness Prevention: 250 Persons Assisted  Jobs created/retained: 50 Jobs
--	--	--	--	--	--	--	--	---

Consolidated Plan

SPOKANE

89

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
								<p>Businesses assisted: 0 Businesses Assisted</p> <p>Housing for Homeless added: 0 Household Housing Unit</p> <p>Housing for People with HIV/AIDS added: 0 Household Housing Unit</p> <p>HIV/AIDS Housing Operations: 0 Household Housing Unit</p> <p>Buildings Demolished: 0 Buildings</p> <p>Housing Code Enforcement/Foreclosed Property Care: 0 Household Housing Unit</p> <p>Other: 0 Other</p>

**Table 53 – Goals Summary**

## Goal Descriptions

1	<b>Goal Name</b>	Housing Stability
	<b>Goal Description</b>	Expand the number of affordable housing options for low and moderate income individuals and households. The City will fund proposals that address the needs of target populations including, but not limited to homeownership, rental housing, communal living, etc. Additionally the City will prioritize proposals that integrate service that help stabilize permanent housing for high barrier populations. The goal of housing stability is to prevent and divert individuals and families from entering into the homeless response system.
2	<b>Goal Name</b>	Public Health and Safety
	<b>Goal Description</b>	Adaptive response to changing community needs related to sheltering homeless populations, natural disasters, and public health pandemics.
3	<b>Goal Name</b>	Community Based Social Services
	<b>Goal Description</b>	Community based services that address the following areas: Food Security, Workforce Development, Housing Stability, Childcare, Transportation, behavior and victim services.

**Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.315(b)(2)**

The City of Spokane will primarily focus on low and moderate income individuals and households throughout this Consolidate Plan. Particular focus is on the creation and rehabilitation of affordable housing to assist low and moderate income residents. The City intends to develop and/or retain affordable housing units through partnerships with local government and housing developers. The City will update the actual numbers of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing in each Annual Action Plan, Substantial Amendment (where applicable), and Consolidated Annual Performance Evaluation Report (CAPER). Our estimated goal will be to assist 50 households per year with access to housing stability.

## **SP-50 Public Housing Accessibility and Involvement – 91.215(c)**

### **Need to Increase the Number of Accessible Units (if Required by a Section 504 Voluntary Compliance Agreement)**

Since 2016 The Spokane Housing Authority has increased the number of 504 units in our entire portfolio by the following:

1. 2016 – Converted 11 units at Valley 206 to meet 504 standards
2. 2018 - Converted 3 units in Hifumi-en Apartments to meet 504 standards.
3. 2020 – We will convert an additional four (4) units at Cedarwest to meet 504 standards.

While none of these upgrades are in public housing (as we no longer own/operate a public housing portfolio), Number 3 above was required as a result of the RAD conversion of our remaining 74 units of public housing which occurred in November 2019. 40 units of RAD subsidy were placed on Cedarwest, and as a result we needed to bring the property up to 504 standards.

### **Activities to Increase Resident Involvements**

As we no longer own or maintain public housing units, this is not answered.

### **Is the public housing agency designated as troubled under 24 CFR part 902?**

No

### **Plan to remove the ‘troubled’ designation**

Not applicable

## **SP-55 Barriers to affordable housing – 91.215(h)**

### **Barriers to Affordable Housing**

#### **Strategy to Remove or Ameliorate the Barriers to Affordable Housing**

The City of Spokane has sought to remedy the affordable housing issue by engaging with community partners. The City of Spokane created a Mayor's Housing Quality Task Force in 2016 to review barriers to housing quality and affordability. The report focused on the following housing related categories:

##### Substandard Properties

- Abandoned Homes
- Vacant Residential Lots
- Chronic Nuisance Properties
- Homes in Foreclosure and,
- Housing Affordability

A complete copy of this report is available on the City of Spokane website:

<https://static.spokanecity.org/documents/projects/mayors-housing-quality-task-force/housing-quality-task-force-final-report.pdf>

The City has also sought to support infill housing strategies, passed a multi-family tax exception, and is currently engaged in a Strategic Housing Action Plan.

Spokane's Housing Action Plan will:

- Encourage construction of additional affordable and market rate housing that are accessible to a variety of income levels. This includes options accessible to people and families with low and moderate incomes and cost-burdened households.
- Examine population, workforce and housing trends.
- Assess housing policies, development regulations, and other city programs that influence the development of housing.
- Consider strategies to minimize displacement, particularly in neighborhoods with communities at high risk of displacement.

The City received a grant from the Washington Department of Commerce to complete the plan, which is expected to be adopted by City Council in April 2021.



## **SP-60 Homelessness Strategy – 91.215(d)**

### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

Spokane's strategic plan goals are to increase housing stability, public health & safety, and community-based social services which align with the goals of the Spokane CoC's Five-Year Plan to Prevent and End Homelessness which seeks to improve service provision connection and identification of the needs of households experiencing homelessness. Currently, the CoC employs two Coordinated Entry (CE) systems to meet the differing needs of households without minor children and families. Homeless Families Coordinated Assessment (HFCA) operates a centralized model at a safe location with flexible hours of operation and a variety of services available for families, including childcare. Singles Homeless Coordinated Assessment (SHCA) operates a hub model with a main office where individuals can be assessed, as well as, trained satellite assessors at a variety of locations, such as shelters, day centers, meal sites, workforce programs and the Spokane Resource Center (A HUD Envision Center) across the CoC's geographic area.

Additionally, Spokane County operates 211 services and an online portal to assist in the triage and referral to CE and emergency services. The CoC employs a street outreach (SO) team as a component of CE to identify individuals and households experiencing unsheltered homelessness who are not currently connected with services. This team has expertise in behavioral health counseling and coordinates its outreach efforts with other outreach teams in the jurisdiction, including PATH, SSVF, STR, and RHY-funded SO projects, as well as, locally funded workforce and physical health specialized SO teams. Both CE portals utilize the SPDAT series of assessments to prioritize households for services and to inform referrals to the appropriate intervention. All RRH services are collocated at both CE portals to ensure that households assessed for this intervention are immediately connected to a housing specialist. Households that assess for PSH are included in the CoC's chronically homeless master list which is case conferenced bi-weekly to expedite move-in.

### **Addressing the emergency and transitional housing needs of homeless persons**

In terms of preventing and reducing homelessness, it is essential that assessment services provided via the CES can accurately determine a household's immediate needs. Spokane seeks to provide adequate support and funding to programs that provide educational materials and services to the community on resources for households in need of emergency shelter and housing. One major way this is done is through the City's investment in street outreach capacity. The City of Spokane funds a street outreach program which is a collaboration between Singles Homeless Coordinated Assessment (SHCA) and Spokane's major provider of behavioral health services which is the local PATH recipient. This team's target population is homeless adults with the longest lengths of homelessness. Daily, the team patrols areas of regular encampment activity in both the urban center of the city and the outlying, more rural parts of the community. Local data indicates that individuals occupying encampments are the least likely to request assistance by accessing shelter or coordinated entry. Individuals encountered receive

food, water, and a first aid kit; are referred to emergency shelter; and provided with a resource guide and detailed service map. Once a relationship has been developed, households are assessed for permanent housing. This can be done in the field or at a scheduled appointment. A case management relationship is maintained until/unless a warm hand-off can be made to another provider or housing can be secured. Individuals with the highest levels of acuity are case conferenced bi-weekly at a meeting led by SHCA/street outreach and staffed by partner agencies including emergency shelters, emergency healthcare providers, community court, and other frontline staff from service providers who regularly interact with the chronically homeless. In order to ensure 100% coverage of the jurisdiction, the City of Spokane has doubled its investment in street outreach has facilitated increased collaboration between the PATH-, Opioid STR-, SSVF-, and RHY-funded street outreach teams as well as the locally funded workforce connections outreach team and the free clinic's health outreach team. Outreach is conducted on a daily basis and the new funding has allowed the outreach team to expand its evening and weekend hours.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again.**

The national best practice Diversion focuses in helping people self-resolve their homelessness includes assistance with mitigation of landlord issues, opportunities for increasing income through mainstream benefits, job training programs, etc. Families are also assessed through coordinated entry to determine acuity and housing interventions they may qualify for. Once placed on the list, clients are encouraged to return via inperson or phone should their situation change for re-assessment. Households are prioritized based on level of acuity, length of time homeless, and disability factors. Client choice is incorporated into the referral process as well. As part of our strategy to rehouse families quickly, we are consistently working to build our housing stock through development and construction of additional units. To ensure families successfully maintain their housing once assistance ends, clients are encouraged to connect with their case managers, peer navigators, and their support network to address issues as they arise before they impact their housing, employment, and other aspects of their life. Providers conduct follow-ups, but households can also connect with case managers for additional assistance at any time.

Spokane has experienced economic growth and has seen similar increases in the cost of housing and a consistently low vacancy. Low-income and homeless households face many barriers to housing in a highly competitive rental market. To increase the rate of permanent housing (PH) placement from shelter, transitional housing (TH), and rapid rehousing (RRH) the City and the Spokane CoC has increased its investment in landlord incentive strategies, facilitated greater coordination between landlord liaisons (LLs), and supported legislative actions to decrease barriers for homeless households. The Spokane CoC reallocated some existing resources to provide rental assistance programs more opportunities to incentivize landlords to rent to homeless households

and mitigate perceived risk of renting to them. We have also reallocated existing resources and the CoC facilitated the acquisition of new resources to create new LLs positions with local rental assistance providers, including the public housing authority (PHA), to provide more intentional relationship management with landlords and develop relationships with new landlords. These experts are codifying the CoC's Five-Year Plan to Prevent and End Homelessness Objective 3 and related strategy around landlord engagement, creating a unified set of standards for the CoC's LLs, developing a comprehensive interested landlord list, and engaging the local landlord association more strategically. The City passed local legislation to prevent landlords from discriminating against potential tenants for their source of rental income. The legislation reinforces similar legislation at the state level which established a landlord mitigation fund to which all state rental assistance providers have access. The City also sits on the WA State Advisory Council on Homelessness that will release a joint recommendation to the governor and state legislature with State Re-Entry Council to "ban the box" on rental applications to prevent landlords from discriminating against tenants for certain kinds of criminal history.</p>

**Help low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families who are likely to become homeless after being discharged from a publicly funded institution or system of care, or who are receiving assistance from public and private agencies that address housing, health, social services, employment, education or youth needs**

The CoC works with mainstream service providers, such as WA State Department of Social and Health Services (DSHS), and institutions/systems that discharge individuals including county jail, child welfare, juvenile justice, hospitals, and behavioral healthcare providers to refine local understanding of the primary risk factors for homeless. Additionally, vulnerability, as assessed by the SPDAT tool, is the primary tool used to assess households' likelihood of becoming homeless for the first time. The CoC's CE process is a diversion-first model whereby CE staff explore a household's strengths and resources and help them better utilize this support network before intake into the homeless system. Diversion services include mediation with landlords, education on tenants' rights, housing search assistance, connection to mainstream benefits/employment resources, as well as limited financial support. The City of Spokane is seeking to increase its investment in diversion to expand this highly successful model. Several at-risk household types have been identified locally as being especially vulnerable to experiencing homelessness for the first time without a higher level of intervention, including short-term rental assistance. At-risk veteran households are referred to the prevention component of SSVF, while at-risk individuals deemed disabled by DSHS are referred to the Housing and Essential Needs program.

Additionally, in 2019 the Spokane Resource Center, a HUD EnVision Center, opened its doors as a way to try to help with people's housing, cultural, financial, legal, pre-employment, health resources, as well as basic needs before they become homeless as a form of diversion. Over 15 area providers, gather together in one centralized location with the intent to provide a wide range of necessary resources to keep those already in housing housed by providing them with desired and needed wrap around services. We are continuously assessing ways to expand aftercare services for individuals and families to have

ongoing support for emerging needs and allow for immediate prevention services should they be needed. Increasing PSH stock to ensure housing stability for those who may need a permanent subsidy is also key.

## **SP-65 Lead based paint Hazards – 91.215(i)**

### **Actions to address LBP hazards and increase access to housing without LBP hazards**

Use of lead in paint was banned in 1978, but used prior to that time with increased frequency in earlier decades. According to American Community Survey estimates (2008-2012), 40% of owner-occupied and 34% of renter-occupied units in Spokane were built before 1950; 35% of owner-occupied and 39% of renter-occupied units were built between 1950 and 1980.

Spokane's housing program actively works repair LBP hazards in eligible owner and renter housing.

These programs will continue to coordinate with the Washington State Lead-Based Paint program for contractor certifications, lead-safe renovation, and regulation technical assistance. Typical lead hazard control begins with an inspection to guide the scope of work. Contractors certified as Abatement Supervisor and EPA Renovators can complete projects in compliance with HUD's Title X regulation. These projects typically include wet scraping, painting, eliminating friction/impact surfaces, mulching bare soil, and cleaning to Clearance.

### **How are the actions listed above related to the extent of lead poisoning and hazards?**

The City's Single-Family Rehabilitation and Multifamily Housing programs are targeted toward areas that pose lead hazards. This includes pre-1978 housing units and identified lead-based paint hazards in and around those units.

### **How are the actions listed above integrated into housing policies and procedures?**

Spokane has fully integrated HUD Title X and EPA Renovator (RRP) requirements into its Single-Family Rehabilitation and Multifamily Housing programs. These programs offer visual assessment trained HQS inspection; XRF Lead Inspection and Risk Assessment; copies of the "Renovate Right" pre-renovation pamphlet; copies of the "Protect Your Family" pre-housing-contract pamphlet; lead-safe renovation from RRP Renovator and Abatement Supervisor certified contractors; and Clearance testing of leaded surfaces disturbed during rehabilitation.

## **SP-70 Anti-Poverty Strategy – 91.215(j)**

### **Jurisdiction Goals, Programs and Policies for reducing the number of Poverty-Level Families**

The City of Spokane’s Community, Housing and Human Services Board has addressed anti-poverty strategies by prioritizing activities that directly benefit low and moderate income individuals and households. Activities funded under this Consolidated Plan must address the following community goals:

#### **Food Security**

- Increase coordination and communication between food programs
- Increase capacity of providers to build infrastructure and collaborative ventures around food programs
- Reduce and remove access barriers to food programs

#### **Workforce Development**

- Expand capacity and diversity of supported employment programs
- Expand paid work experiences/on-the-job training opportunities
- Formalize connections and referral pipelines between workforce programs and other services systems such as housing, mental health, and childcare)

#### **Housing Stability (Improve affordable housing access & availability)**

- Expand affordable housing options
- Increase co-location of coordinated entry services, behavioral health services, and substance abuse/detox services at shelters
- Enhance and expand diversion and prevention programs, including outreach and education services

#### **Community Services**

- Expand childcare services
- Offer evening and weekend supportive services
- Increase access to transportation services
- Integrate behavioral health and victim services

### **How are the Jurisdiction poverty reducing goals, programs, and policies coordinated with this affordable housing plan**

The City considers improvement of the affordable housing delivery system a high priority and has devoted significant staff resources to assure its effectiveness and success in increasing the supply and



accessibility of affordable housing. The City works in concert with for-profit and nonprofit housing developers in the area to develop partnerships and obtain financial resources for projects providing affordable housing to its residents. The affordable housing assistance managed by the City has consistently focused on projects which provide rental subsidies sufficient to support the ability of families in poverty to obtain housing stability and reach toward self-sufficiency.

In the process of soliciting HOME multifamily proposals, the City encourages the development of partnerships with both for-profit and nonprofit entities including CHDOs. The City encourages affordable housing developers to prepare HOME program proposals which include resources from other potential funding partners such as the Washington State Housing Trust Fund or the LIHTC program of the Washington Housing Finance Commission.

To assure the affordable housing stock remains viable, the City monitors its assisted rental housing projects to assure the physical condition of the structures is maintained. In cases where both the City's assisted affordable housing stock or other affordable housing stock in the community is in need of rehabilitation or upgrading, the City works with developers to find financing and/or supports the efforts with HOME resources.

## **SP-80 Monitoring – 91.230**

**Describe the standards and procedures that the jurisdiction will use to monitor activities carried out in furtherance of the plan and will use to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements**

The City of Spokane has adopted and implemented a comprehensive Grants and Financial Assistance Guide containing policies, procedures, and specific staff responsibilities in order to establish, implement, and maintain meaningful oversight and coordination of grant awards throughout the entire award lifecycle and improve the efficiency and impact of programs and services funded. The policies and procedures are in compliance with funding requirements as defined by HUD and the Code of Federal Regulations, State of Washington and City of Spokane regulations.

Overall management of the CDBG, HOME and ESG awards is the responsibility of the City's Community, Housing and Human Services (CHHS) Department, in conjunction with the City's central Grants Management and Financial Assistance Department. Some of the projects under CDBG specifically related to community and economic development are carried out by other City department such as Parks or Engineering, in coordination with the City's CHHS and Grants Management Departments.

Many of the projects funded through CDBG, HOME and ESG are managed by community-based agencies under a sub-award from the City of Spokane. All contracts with subrecipient agencies contain the federal, state and local program requirements and are prepared using the recommended contract templates provided by the US Department of Housing and Urban Development.

The City's assigned program manager and grants/contracts administrator meet with subrecipient agencies to review contractual requirements prior to execution of the contract and provide technical assistance and monitoring after contract execution. Contractual requirements include monthly progress billings and performance reporting supported by backup documentation so City staff may verify that project expenses are allowable, can be allocated and are reasonable, as well as program performance and beneficiary information.

The City's Grants Management Department has developed and implemented a system of preventive and detective internal controls to assist in ensuring that subrecipient agencies are in compliance with Federal regulations and contract terms and are meeting performance standards. Included in the monitoring process is compliance with Section 3 requirements and affirmative action requirements. Contracts include the specific HUD requirements. Monitoring of subrecipients routinely involves reviewing documents and outreach plans to assure the requirements have been met.

Grants Management performs routine desk monitoring through the approval of subrecipient reimbursement requests and allocation plans, A-133 Single Audit report review and ongoing monitoring of performance reports. In addition, training and detailed technical assistance is provided based on

determination of administrative and financial risk. On-site monitoring is scheduled and completed in accordance with agency risk status and Federal requirements.

## Expected Resources

### AP-15 Expected Resources – 91.220(c)(1,2)

#### Introduction

Over the five-year period of the Consolidated Plan, the City estimates that the following funds will be available to carry out Plan objectives. The allocation of funds to these programs is appropriated annually, so the exact amounts that will be available are unknown.

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	3,384,101	1,600,000	500,000	5,484,101	23,000,000	Exact annual allocations will be published in each Annual Action Plan. The figures provided in this section are estimates based on prior year funding awards and program income generated by the Single-family Rehab Program. Please direct questions to the Community, Housing and Human Services Department at <a href="mailto:spokanechhs@spokanecity.org">spokanechhs@spokanecity.org</a> . Please include public comment in your subject line.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	1,336,999	200,000	0	1,536,999	6,000,000	Exact annual allocations will be published in each Annual Action Plan. The figures provided in this section are estimates based on prior year funding awards and program income generated by the Single-family Rehab Program. Please direct questions to the Community, Housing and Human Services Department at <a href="mailto:spokanechhs@spokanecity.org">spokanechhs@spokanecity.org</a> . Please include public comment in your subject line.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
ESG	public - federal	Conversion and rehab for transitional housing Financial Assistance Overnight shelter Rapid re-housing (rental assistance) Rental Assistance Services Transitional housing	287,494	0	0	287,494	1,400,000	Exact annual allocations will be published in each Annual Action Plan. The figures provided in this section are estimates based on prior year funding awards and program income generated by the Single-family Rehab Program. Please direct questions to the Community, Housing and Human Services Department at <a href="mailto:spokanechhs@spokanecity.org">spokanechhs@spokanecity.org</a> . Please include public comment in your subject line.

**Table 54 - Expected Resources – Priority Table**

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

The City of Spokane will fund projects that have a minimum match contribution of 10% the total amount of funds being requested for all Community Development Block Grant (CDBG) awards. The HOME Program will meet basic match requirements at a program level for tenant-based rental assistance, single family rehabilitation and down payment assistance, and development of affordable rental units. Match is generated when affordable rental unit development is financed with permanent investments of non-federal, non-owner funds.

The City of Spokane intends to partner with local housing and service providers to pursue HUD’s Section 108 Loan Guarantee Program. A section 108 Loan Guarantee would allow the City to access/leverage future CDBG allocation to address current community needs such as affordable housing.

The City of Spokane will also partner with the Washington State Department of Commerce for funding to address homelessness. These funding sources will be used to leverage goals outlined in the Strategic Plan to Prevent and End Homelessness.

Additional clarity regarding sources of leverage will be provided to the Spokane community through the Annual Action Plan.



**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

The City of Spokane supports multiple partner agencies operating in publicly owned facilities. Support for these facilities will remain throughout the duration of this Consolidated Plan. Moreover, the City will seek partnerships with affordable housing developers to acquire, or rehabilitate properties that expand affordable housing within our community.

**Discussion**

All funding allocations will meet basic eligibility requirements as noted in the Code of Federal Regulations. An emphasis will be placed on activities that support the needs of low and moderate income individuals and families. For more information regarding the eligible use of these funds, please contact the Community, Housing and Human Services Department at [spokanechhs@spokanecity.org](mailto:spokanechhs@spokanecity.org).

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Housing Stability	2020	2024	Affordable Housing		Improve affordable housing access & availability	CDBG: \$3,961,393 HOME: \$1,203,300 ESG: \$287,494	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 2 Households Assisted Rental units constructed: 10 Household Housing Unit Rental units rehabilitated: 10 Household Housing Unit Homeowner Housing Rehabilitated: 293 Household Housing Unit Tenant-based rental assistance / Rapid Rehousing: 50 Households Assisted
2	Public Health and Safety	2020	2024	Homeless Non-Homeless Special Needs Non-Housing Community Development		Urgent public health & safety Response	CDBG: \$1,990,689 HOME: \$0 ESG: \$0	Overnight/Emergency Shelter/Transitional Housing Beds added: 50 Beds

3	Community Based Social Services	2020	2024	Homeless Non-Homeless Special Needs Non-Housing Community Development		Community based social service programming	CDBG: \$722,708 HOME: \$0 ESG: \$0	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 0 Persons Assisted Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 0 Households Assisted Public service activities other than Low/Moderate Income Housing Benefit: 19918 Persons Assisted Public service activities for Low/Moderate Income Housing Benefit: 150 Households Assisted Facade treatment/business building rehabilitation: 0 Business Brownfield acres remediated: 0 Acre Rental units constructed: 0 Household Housing Unit Rental units rehabilitated: 0 Household Housing Unit Homeowner Housing Added: 0 Household Housing Unit Homeowner Housing Rehabilitated: 0 Household Housing Unit Direct Financial Assistance to Homebuyers: 0 Households Assisted Tenant-based rental assistance / Rapid Rehousing: 0 Households Assisted Overnight/Emergency
---	---------------------------------	------	------	---	--	--	--	--

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
								Shelter/Transitional Housing Beds added: 0 Beds Businesses assisted: 0 Businesses Assisted Housing for Homeless added: 0 Household Housing Unit Housing for People with HIV/AIDS added: 0 Household Housing Unit HIV/AIDS Housing Operations: 0 Household Housing Unit Buildings Demolished: 0 Buildings Housing Code Enforcement/Foreclosed Property Care: 0 Household Housing Unit Other: 0 Other

**Table 55 – Goals Summary**

## Goal Descriptions

<b>1</b>	<b>Goal Name</b>	Housing Stability
	<b>Goal Description</b>	
<b>2</b>	<b>Goal Name</b>	Public Health and Safety
	<b>Goal Description</b>	

3	Goal Name	Community Based Social Services
	Goal Description	

## Projects

### AP-35 Projects – 91.220(d)

#### Introduction

#### Projects

#	Project Name
1	2020 Public Services - Food Security Program
2	2020 Public Services - CHAS Dental Voucher Program
3	2020 Public Service - ECCC Operations
4	2020 Public Service - NECC Operations
5	2020 Public Services - Homeownership Program
6	2020 Public Service - Southwest Community Center Operations
7	2020 Public Services - Women's Hearth
8	2020 Public Service - West Central Youth Development
9	2020 Public Service - West Central Operations
10	2020 Public Services - Improving Food Security for Spokane's Hungry Women & Children
11	2020 Public Services - YWCA Women in the Workforce
12	2020 Housing - Single Family Rehab Program
13	2020 Housing - Rental Repair Program
14	2020 Housing - Essential Home Repair Program
15	2020 Perpetual Housing, Acquisition, and Capital Improvements Program
16	2020 Neighborhood Community Development Program - Activities TBD
17	2020 Administration - CDBG Program
18	2020 COVID-19 Response
19	2020 Multi-Family Projects - HOME
20	2020 Administration - HOME Program

**Table 56 – Project Information**

**Describe the reasons for allocation priorities and any obstacles to addressing underserved needs**

**AP-38 Project Summary**  
**Project Summary Information**



1	<b>Project Name</b>	2020 Public Services - Food Security Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	Community Based Social Services
	<b>Needs Addressed</b>	Community based social service programming
	<b>Funding</b>	CDBG: \$40,000
	<b>Description</b>	General operations and staffing expenses related to the delivery of protein rich foods through the Futures-Food Security Program.
	<b>Target Date</b>	6/30/2121
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Project will provide food security and protein rich food sources to qualified low and moderate income households.
	<b>Location Description</b>	Second Harvest Food Bank 1234 E. Front Ave, Spokane, WA 99202 <a href="https://2-harvest.org/">https://2-harvest.org/</a>
2	<b>Planned Activities</b>	Food distribution services
	<b>Project Name</b>	2020 Public Services - CHAS Dental Voucher Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	Community Based Social Services
	<b>Needs Addressed</b>	Community based social service programming
	<b>Funding</b>	CDBG: \$50,000
	<b>Description</b>	Dental Voucher assistance/subsidies for qualifying low/moderate income individuals
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Subsidized dental care for approximately 250 low and moderate income individuals.

	<b>Location Description</b>	CHAS Health 203 N. Washington St, Suite 300, Spokane, WA 99201 <a href="https://chas.org/">https://chas.org/</a>
	<b>Planned Activities</b>	Dental vouchers for low and moderate income individuals
<b>3</b>	<b>Project Name</b>	2020 Public Service - ECCC Operations
	<b>Target Area</b>	
	<b>Goals Supported</b>	Community Based Social Services
	<b>Needs Addressed</b>	Community based social service programming
	<b>Funding</b>	CDBG: \$60,000
	<b>Description</b>	General Operations and staffing support costs associated with maintenance and operations of East Central Community Center.
	<b>Target Date</b>	6/30/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The East Central Community Center hosts numerous social services to assist low and moderate income persons residing in the East Central and lower south hill. During this period of performance the East Central Community Center will serve approximately 5,000 individuals.  <b>Services Include:</b> Food Bank, Police Athletic League, Summer Youth Academy, FAME, ECEAP, Early Head Start, SNAP, WIC, Senior & Citizen Program
	<b>Location Description</b>	500 S. Sone St. Spokane, WA 99202  Phone: (509) 868-0856 Email: <a href="mailto:info@mlkspokane.org">info@mlkspokane.org</a> Website: <a href="https://mlkspokane.org">https://mlkspokane.org</a>
<b>4</b>	<b>Planned Activities</b>	General Operations and staffing support costs associated with maintenance and operations of East Central Community Center.
	<b>Project Name</b>	2020 Public Service - NECC Operations
	<b>Target Area</b>	
	<b>Goals Supported</b>	Community Based Social Services
	<b>Needs Addressed</b>	Community based social service programming
	<b>Funding</b>	CDBG: \$80,000
	<b>Description</b>	General operations and staffing support costs associated with maintenance and operations of Northeast Community Center.
	<b>Target Date</b>	6/30/2121

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	<p>The Northeast Community Center houses multiple organizations that assist those living in the Northeast Neighborhood of Spokane. The Northeast Community Center provides social services to approximately 5,000 low and moderate income individuals annually.</p> <ul style="list-style-type: none"> <li>• Children’s Home Society provides a comprehensive continuum of care in early learning, family support, out-of-home care, child and family counseling, adoption and advocacy. Intake line (509) 598-4131.</li> <li>• ECEAP and Head Start are programs that offer classroom learning for preschool-age children of low-income families. They can be reached by phone at (509) 279-6351.</li> <li>• The Hillyard Senior Center gives senior citizens an outlet for recreation, nutritional meals, health and social services. They can be reached by phone at (509) 482-0803.</li> <li>• SNAP offers budget counseling, energy assistance, weatherization, and minor home repair. They can be reached by phone at (509) 456-7627.</li> <li>• WIC is a nutrition education and breastfeeding support program for pregnant, breastfeeding and postpartum women and caregivers of infants and children under the age of five who qualify. They can be reached by phone at (509) 323-2828.</li> <li>• Unify Community Health, &amp; Dental Experienced family physicians provide a full spectrum of care, including prenatal care, delivery, and care for children. The medical office can be reached by phone at (509) 483-3427, and the dental office at (509) 326-4382.</li> </ul>
	<b>Location Description</b>	<p>4001 N. Cook St. Spokane, WA 99207</p> <p>Phone: (509) 487-1603</p> <p>Website: <a href="https://www.necommunitycenter.com/wp/">https://www.necommunitycenter.com/wp/</a></p>
	<b>Planned Activities</b>	General operations and staffing support costs associated with maintenance and operations of Northeast Community Center.
<b>5</b>	<b>Project Name</b>	2020 Public Services - Homeownership Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	Community Based Social Services
	<b>Needs Addressed</b>	Community based social service programming
	<b>Funding</b>	CDBG: \$184,172

	<b>Description</b>	General Operation and staffing costs associated with Homeownership program delivery. Loans will be made to qualifying low/moderate income individuals seeking first-time homebuyer assistance.
	<b>Target Date</b>	6/30/2121
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	SNAP's Homeownership Program provides assistance to low/moderate income individuals through multiple interventions. After assessing the unique needs of each client, SNAP will provide one (or more) of the following services: home buyer education, pre-purchase counseling, down payment assistance, foreclosure prevention, credit building, money management, and financial counseling. SNAP will assist approximately 150 unduplicated low/mod income individuals during the contracted period of performance.
	<b>Location Description</b>	SNAP's Financial Access Program is offered at: 500 S. Stone St. Spokane, WA 99202 (East Central Community Center)
	<b>Planned Activities</b>	General Operation and staffing costs associated with Homeownership program delivery. Loans will be made to qualifying low/moderate income individuals seeking first-time homebuyer assistance.
6	<b>Project Name</b>	2020 Public Service - Southwest Community Center Operations
	<b>Target Area</b>	
	<b>Goals Supported</b>	Community Based Social Services
	<b>Needs Addressed</b>	Community based social service programming
	<b>Funding</b>	CDBG: \$20,000
	<b>Description</b>	General operations support for Southwest Community Center.
	<b>Target Date</b>	6/30/2121
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The Southwest Community Center provides low-cost childcare and afterschool youth programing to assist low/moderate income households in southwest Spokane. Approximately 250 unduplicated low/moderate income individuals will be served during the contracted period of performance.
	<b>Location Description</b>	Southwest Community Center is located at: 310 S Spruce St. Spokane, WA 99201
	<b>Planned Activities</b>	General operations support for Southwest Community Center.

7	<b>Project Name</b>	2020 Public Services - Women's Hearth
	<b>Target Area</b>	
	<b>Goals Supported</b>	Community Based Social Services
	<b>Needs Addressed</b>	Community based social service programming
	<b>Funding</b>	CDBG: \$38,323
	<b>Description</b>	General Operations and staffing expenses related to persons served at Women's Hearth.
	<b>Target Date</b>	6/30/2121
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	The Hearth is a safe, welcoming community that promotes growth and well-being in body, mind, and spirit for women of diverse backgrounds. It fosters nurturing relationships, encourages self-determination, and advocates for change in systems that oppress women. During this program year the Women's Hearth will serve approximately 250 individuals with social services targeted towards homeless and formerly homeless individuals.
	<b>Location Description</b>	920 W 2nd Ave. Spokane, WA 99201 Website: <a href="http://www.help4women.org/programs/womens-hearth">http://www.help4women.org/programs/womens-hearth</a>
8	<b>Planned Activities</b>	The Women's Hearth is a one-of-a-kind downtown day center for women providing community, activities, classes, social service referrals and housing-search case management in a compassionate and supportive environment 7 days a week. Participants also have access to phones, computers, internet, healthy food, hygiene supplies, free showers, and a respite room.
	<b>Project Name</b>	2020 Public Service - West Central Youth Development
	<b>Target Area</b>	
	<b>Goals Supported</b>	Community Based Social Services
	<b>Needs Addressed</b>	Community based social service programming
	<b>Funding</b>	CDBG: \$25,000
	<b>Description</b>	General operational support for West Central Community Center Youth Development & Recreation Program.
	<b>Target Date</b>	6/30/2121

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	<p>This award will support approximately 150 youth with activities/services at the West Central Community Center. Activities include the following:</p> <ul style="list-style-type: none"> <li>• The Recreation &amp; Fitness program has a variety of programs and services for families and individuals. We offer before and after school, summer youth programs, teen programs and numerous clubs and classes.</li> <li>• The Youth Development programs offered at West Central provide children and teens numerous opportunities to participate in fun, active and educational activities in a safe and nurturing environment.</li> </ul>
	<b>Location Description</b>	<p>1603 N Belt St, Spokane, WA 99205 Website: <a href="https://www.westcentralcc.org/">https://www.westcentralcc.org/</a></p>
	<b>Planned Activities</b>	<p>The Recreation &amp; Fitness program has a variety of programs and services for families and individuals. We offer before and after school, summer youth programs, teen programs and numerous clubs and classes.</p> <p>The Youth Development programs offered at West Central provide children and teens numerous opportunities to participate in fun, active and educational activities in a safe and nurturing environment.</p> <p>For more information, please visit the following website: <a href="https://www.westcentralcc.org/recreation-fitness">https://www.westcentralcc.org/recreation-fitness</a></p>
9	<b>Project Name</b>	2020 Public Service - West Central Operations
	<b>Target Area</b>	
	<b>Goals Supported</b>	Community Based Social Services
	<b>Needs Addressed</b>	Community based social service programming
	<b>Funding</b>	CDBG: \$90,000
	<b>Description</b>	General operations support for West Central Community Center.
	<b>Target Date</b>	6/30/2121
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	<p>The West Central Community Center provides multiple community programs (WIC, childcare, ECEAP, senior services, ADA services, etc.) to assist low/moderate income households in west central Spokane.</p> <p>Approximately 1,500 unduplicated low/moderate income individuals will be served during the contracted period of performance.</p>

	<b>Location Description</b>	West Central Community Center is located at: 1603 N Belt St. Spokane, WA 99205
	<b>Planned Activities</b>	General operations support for West Central Community Center.
<b>10</b>	<b>Project Name</b>	2020 Public Services - Improving Food Security for Spokane's Hungry Women & Children
	<b>Target Area</b>	
	<b>Goals Supported</b>	Community Based Social Services
	<b>Needs Addressed</b>	Community based social service programming
	<b>Funding</b>	CDBG: \$65,000
	<b>Description</b>	Meal service program for low/moderate income women and children.
	<b>Target Date</b>	6/30/2121
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Women and Children Free Restaurant provides prepared nutrient rich meals to low/mod income individuals. This program will assist approximately 2,500 unduplicated individuals during the contracted period of performance.
	<b>Location Description</b>	Women and Children Free Restaurant is located at: 1408 N Washington St. Spokane, WA 99201
	<b>Planned Activities</b>	Meal service program for low/moderate income women and children.
<b>11</b>	<b>Project Name</b>	2020 Public Services - YWCA Women in the Workforce
	<b>Target Area</b>	
	<b>Goals Supported</b>	Community Based Social Services
	<b>Needs Addressed</b>	Community based social service programming
	<b>Funding</b>	CDBG: \$70,213
	<b>Description</b>	General operation and staffing costs related to the delivery of Women in the Workforce Program
	<b>Target Date</b>	6/30/2121



	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Funding to support this program will assist 18 individuals with job readiness programing. Approximately 11 individuals will graduate this program employed.
	<b>Location Description</b>	930 N. Monroe St. Spokane, WA 99201 Website: <a href="https://ywcaspokane.org/programs/heal-and-grow/women-to-work/">https://ywcaspokane.org/programs/heal-and-grow/women-to-work/</a>

	<b>Planned Activities</b>	<p><b>A JOB READINESS EMPLOYMENT PROGRAM</b></p> <p>The Women to Work program is for women in Spokane who are actively looking for employment. With the support from BFET (Basic-Food, Employment and Training) funds, the Women to Work program can help remove or reduce barriers to employment, in-turn creating a more open pathway to securing and retaining employment.</p> <p><b>Who Is The Program For</b></p> <p>This program is supported by BFET funds which assists individuals who are experiencing barriers to employment and who are not currently receiving TANF services. Barriers might include homelessness, domestic violence, mental and physical disabilities, poverty, lack of childcare, and transportation issues.</p> <p><b>How to Qualify</b></p> <p>In addition to actively looking for work, qualifying participants must be receiving DSHS (Department of Social and Health Services) food benefits or EBT Card funds, and are not currently receiving TANF (Temporary Assistance for Needy Families).</p> <p>Call 789-9299 with any questions or to schedule an appointment to see if you qualify.</p> <p><b>Support Included</b></p> <p>Participants will receive full access to our computer lab, networking opportunities, skill-building classes, and one-on-one support from area professionals, staff and volunteers who can assist with creating a resume, cover letter and systems to successfully seek employment.</p> <p><b>Program Benefits</b></p> <p>Resources to overcome barriers to employment, such as transportation &amp; childcare.</p> <p>A professional job portfolio including a targeted resume, cover letter, references, &amp; application.</p> <p>Access to our staffed computer lab to build your computer skills, attend workshops &amp; apply for jobs.</p> <p>An ability to identify &amp; communicate strengths.</p> <p>Motivation from our weekly Action Group.</p> <p>A boost in confidence for employment success.</p> <p>Opportunities to network with employers.</p> <p>Professional interview and work clothing.</p> <p>Help preparing for the interview.</p>
--	---------------------------	--

		<p>Financial Coach support.</p> <p>How to Enroll</p> <p>Call the Program Manager at 789-9299 or email <a href="mailto:women2work@ywcaspokane.org">women2work@ywcaspokane.org</a> to learn more about this program or to sign up for our next orientation.</p>
12	<b>Project Name</b>	2020 Housing - Single Family Rehab Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	Housing Stability
	<b>Needs Addressed</b>	Improve affordable housing access & availability
	<b>Funding</b>	CDBG: \$1,553,096
	<b>Description</b>	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).
	<b>Target Date</b>	12/31/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	33 home rehabilitation loans delivered per year to qualified low and moderate income homeowners.
	<b>Location Description</b>	<p>Various locations throughout the City of Spokane.</p> <p><b>SNAP Armory</b>  212 W. Second  Spokane, WA 99201  Phone: (509) 456-SNAP (7627)  Fax: (509) 744-3374</p> <p>Hours of operation:  M/T/W/F: 8:00-4:30 (closed between 12-1 pm)  TH: 10:30-4:30 (closed between 12-1 pm)</p> <p>Housing Improvements, Weatherization, Home Repair, Conservation  Education, Energy Assistance Appointments</p>

	<b>Planned Activities</b>	<p>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).</p> <p>Many low-income homeowners do not have the means to repair or maintain their homes, yet affordable housing often has dangerous or unhealthy defects. SNAP has several types of Home Repair Programs that can make repairs, or provide access to loans, for items in your home that pose health or safety hazards such as roof leaks, sewer problems, no water, and accessibility modifications.</p> <p>For more information visit: <a href="https://www.snapwa.org/home-repair">https://www.snapwa.org/home-repair</a>, or call (509) 319-3083</p>
<b>13</b>	<b>Project Name</b>	2020 Housing - Rental Repair Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	Housing Stability
	<b>Needs Addressed</b>	Improve affordable housing access & availability
	<b>Funding</b>	CDBG: \$413,966
	<b>Description</b>	Provide low-cost loans for needed repairs to rental property owners that serve low-income renters. These repairs address health and safety deficiencies and reduce operating costs (to the extent practicable).
	<b>Target Date</b>	12/31/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Provide approximately ten (10) rental repair loans that improve housing quality, tenant safety, energy efficiency, and appearance to owners of small (1 to 7 unit) rental properties where at least 51% of renters in each property are below 80% of Area Median Income.

	<b>Location Description</b>	<p>Various locations throughout the City of Spokane.</p> <p><b>SNAP Armory</b>  212 W. Second  Spokane, WA 99201  Phone: (509) 456-SNAP (7627)  Fax: (509) 744-3374</p> <p>Hours of operation:  M/T/W/F: 8:00-4:30 (closed between 12-1 pm)  TH: 10:30-4:30 (closed between 12-1 pm)</p> <p>Housing Improvements, Weatherization, Home Repair, Conservation Education, Energy Assistance Appointments</p>
	<b>Planned Activities</b>	Provide approximately ten (10) rental repair loans that improve housing quality, tenant safety, energy efficiency, and appearance to owners of small (1 to 7 unit) rental properties where at least 51% of renters in each property are below 80% of Area Median Income.
<b>14</b>	<b>Project Name</b>	2020 Housing - Essential Home Repair Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	Housing Stability
	<b>Needs Addressed</b>	Improve affordable housing access & availability
	<b>Funding</b>	CDBG: \$585,600
	<b>Description</b>	Provide minor home repairs as grants to homeowners at/below 80% Area Median Income, as defined and annually updated by HUD. Minor home repairs should address health hazards, safety hazards, and/or accessibility issues that may make the homes unsafe or uninhabitable. This includes, but is not limited to, security, plumbing, heating, electrical, roof, weatherization, and sewer repairs and accessibility modifications. Not more than \$150,000 of the total Program budget shall have an eligibility requirement that the funds be granted for repairs up to \$10,000 per grant to homeowners also receiving a Single Family Rehabilitation program loan.
	<b>Target Date</b>	12/31/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	SNAP will provide minor/essential home repair services to approximately 260 low and moderate income homeowners during the 12 month period of performance.

	<b>Location Description</b>	<p>Various locations throughout the City of Spokane.</p> <p><b>SNAP Armory</b>  212 W. Second  Spokane, WA 99201  Phone: (509) 456-SNAP (7627)  Fax: (509) 744-3374  Hours of operation:  M/T/W/F: 8:00-4:30 (closed between 12-1 pm)  TH: 10:30-4:30 (closed between 12-1 pm)  Housing Improvements, Weatherization, Home Repair, Conservation  Education, Energy Assistance Appointments</p>
	<b>Planned Activities</b>	<p>Provide minor home repairs as grants to homeowners at/below 80% Area Median Income, as defined and annually updated by HUD. Minor home repairs should address health hazards, safety hazards, and/or accessibility issues that may make the homes unsafe or uninhabitable. This includes, but is not limited to, security, plumbing, heating, electrical, roof, weatherization, and sewer repairs and accessibility modifications. Not more than \$150,000 of the total Program budget shall have an eligibility requirement that the funds be granted for repairs up to \$10,000 per grant to homeowners also receiving a Single Family Rehabilitation program loan.</p>
<b>15</b>	<b>Project Name</b>	2020 Perpetual Housing, Acquisition, and Capital Improvements Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	Housing Stability
	<b>Needs Addressed</b>	Improve affordable housing access & availability
	<b>Funding</b>	CDBG: \$1,008,731
	<b>Description</b>	<p>The Community, Housing and Human Services Department (CHHS) has developed a simplified application process to address changing and urgent community needs. The Perpetual Housing, Acquisition, and Capital Improvements Program (PHACIP) allows partner agencies an opportunity to apply for CHHS funding sources on a monthly basis, or until funding is no longer available. Interested partner agencies are encouraged to submit an application packet to CHHS.</p>
	<b>Target Date</b>	12/31/2021

	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Reserve project for activities that provide funding to support qualifying Housing, Acquisition, and Capital Improvements. CHHS will provide additional details through the substantial amendment process (open public hearings and public comment) as project(s) are identified. This set-aside is for capital/construction based programming and not available for public service qualifying activities. For more information, please contact the Community, Housing and Human Services Department (CHHS) at spokanechhs@spokanecity.org.
	<b>Location Description</b>	Location to be determined. CHHS will identify the location(s) through substantial the substantial amendment process. For more information, please contact CHHS at spokanechhs@spokanecity.org.
	<b>Planned Activities</b>	Reserve project for activities that provide funding to support qualifying Housing, Acquisition, and Capital Improvements. CHHS will provide additional details through the substantial amendment process (open public hearings and public comment) as project(s) are identified. This set-aside is for capital/construction based programming and not available for public service qualifying activities. For more information, please contact the Community, Housing and Human Services Department (CHHS) at spokanechhs@spokanecity.org.
16	<b>Project Name</b>	2020 Neighborhood Community Development Program - Activities TBD
	<b>Target Area</b>	
	<b>Goals Supported</b>	Housing Stability
	<b>Needs Addressed</b>	Improve affordable housing access & availability
	<b>Funding</b>	CDBG: \$400,000
	<b>Description</b>	The Community, Housing, and Human Services Department (CHHS) allocates approximately \$400,000 to support community development programming that directly benefit low and moderate individuals and households. Neighborhood Councils are encouraged to coordinate and identify priority community based projects. Program Website: <a href="https://my.spokanecity.org/chhs/funding-opportunities/neighborhood/">https://my.spokanecity.org/chhs/funding-opportunities/neighborhood/</a>
	<b>Target Date</b>	12/31/2021



	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Reserve project for activities that provide funding to support qualifying Neighborhood Community Development Program activities. CHHS will provide additional details through the substantial amendment process (open public hearings and public comment) as project(s) are identified. This set-aside is for capital/construction based programming and not available for public service qualifying activities. For more information, please contact the Community, Housing and Human Services Department (CHHS) at spokanechhs@spokanecity.org.
	<b>Location Description</b>	Location to be determined. CHHS will identify the location(s) through substantial the substantial amendment process. For more information, please contact CHHS at spokanechhs@spokanecity.org.
	<b>Planned Activities</b>	Reserve project for activities that provide funding to support qualifying Neighborhood Community Development Program activities. CHHS will provide additional details through the substantial amendment process (open public hearings and public comment) as project(s) are identified. This set-aside is for capital/construction based programming and not available for public service qualifying activities. For more information, please contact the Community, Housing and Human Services Department (CHHS) at spokanechhs@spokanecity.org.  Program Website: <a href="https://my.spokanecity.org/chhs/funding-opportunities/neighborhood/">https://my.spokanecity.org/chhs/funding-opportunities/neighborhood/</a>
17	<b>Project Name</b>	2020 Administration - CDBG Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	Housing Stability
	<b>Needs Addressed</b>	Improve affordable housing access & availability
	<b>Funding</b>	CDBG: \$800,000
	<b>Description</b>	Administrative costs associated with the management of Community Development Block Grant Program (CDBG).
	<b>Target Date</b>	6/30/2121
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	NA

	<b>Location Description</b>	808 W. Spokane Falls Blvd. Spokane, WA 99201 <a href="https://my.spokanecity.org/chhs/">https://my.spokanecity.org/chhs/</a>
	<b>Planned Activities</b>	Administrative costs associated with the management of Community Development Block Grant Program (CDBG).
18	<b>Project Name</b>	2020 COVID-19 Response
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Health and Safety
	<b>Needs Addressed</b>	Urgent public health & safety Response
	<b>Funding</b>	CDBG: \$1,990,689
	<b>Description</b>	Reserve project for activities that respond to the COVID-19 outbreak. Activities will be targeted toward the acquisition and rehabilitation of new homeless shelters, and other community needs addressing COVID-19. CHHS will provide additional details through the substantial amendment process (open public hearings and public comment) as project(s) are identified. This set-aside is for capital/construction based programming and not available for public service qualifying activities. For more information, please contact the Community, Housing and Human Services Department (CHHS) at <a href="mailto:spokanechhs@spokanecity.org">spokanechhs@spokanecity.org</a> .
	<b>Target Date</b>	12/31/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Reserve project for activities that respond to the COVID-19 outbreak. Activities will be targeted toward the acquisition and rehabilitation of new homeless shelters, and other community needs addressing COVID-19. CHHS will provide additional details through the substantial amendment process (open public hearings and public comment) as project(s) are identified. This set-aside is for capital/construction based programming and not available for public service qualifying activities. For more information, please contact the Community, Housing and Human Services Department (CHHS) at <a href="mailto:spokanechhs@spokanecity.org">spokanechhs@spokanecity.org</a> .
	<b>Location Description</b>	Location to be determined. CHHS will identify the location(s) through substantial the substantial amendment process. For more information, please contact CHHS at <a href="mailto:spokanechhs@spokanecity.org">spokanechhs@spokanecity.org</a> .

	<b>Planned Activities</b>	Reserve project for activities that respond to the COVID-19 outbreak. Activities will be targeted toward the acquisition and rehabilitation of new homeless shelters, and other community needs addressing COVID-19. CHHS will provide additional details through the substantial amendment process (open public hearings and public comment) as project(s) are identified. This set-aside is for capital/construction based programming and not available for public service qualifying activities. For more information, please contact the Community, Housing and Human Services Department (CHHS) at <a href="mailto:spokanechhs@spokanecity.org">spokanechhs@spokanecity.org</a> .
19	<b>Project Name</b>	2020 Multi-Family Projects - HOME
	<b>Target Area</b>	
	<b>Goals Supported</b>	Housing Stability
	<b>Needs Addressed</b>	Improve affordable housing access & availability
	<b>Funding</b>	HOME: \$1,203,300
	<b>Description</b>	HOME multi-family funding will support the development and redevelopment of approximately 10 affordable housing units within the City of Spokane. All units will be reserved for low income households.
	<b>Target Date</b>	12/31/2021
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	HOME multi-family funding will support the development and redevelopment of approximately 10 affordable housing units within the City of Spokane. All units will be reserved for low income households.
	<b>Location Description</b>	<p>Unknown at this time - CHHS will issue funding notices throughout the 2020 Program Year to support proposals that fall under this general activity. CHHS will provide a substantial amendment to this Action Plan with an opportunity to make public comment once funding decisions have been made. Citizens will have 30 days to review the amended plan and offer public comment.</p> <p>The HOME Program is administered by staff in the Community, Housing and Human Services Department (CHHS) located at:</p> <p>Spokane City Hall 808 W Spokane Falls Blvd. Spokane, WA 99201</p>

	<b>Planned Activities</b>	HOME multi-family funding will support the development and redevelopment of approximately 10 affordable housing units within the City of Spokane. All units will be reserved for low income households.
20	<b>Project Name</b>	2020 Administration - HOME Program
	<b>Target Area</b>	
	<b>Goals Supported</b>	Housing Stability
	<b>Needs Addressed</b>	Improve affordable housing access & availability
	<b>Funding</b>	HOME: \$133,699
	<b>Description</b>	General administration of the HOME Program. Administrative activities include community engagement, planning, reporting to funder, making grant awards, technical assistance, environmental reviews, procurement, compliance monitoring, certified payroll review, etc.
	<b>Target Date</b>	6/30/2121
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	General administration of the HOME Program. Administrative activities include community engagement, planning, reporting to funder, making grant awards, technical assistance, environmental reviews, procurement, compliance monitoring, certified payroll review, etc.
	<b>Location Description</b>	The HOME Program is administered by staff in the Community, Housing and Human Services Department (CHHS) located at: Spokane City Hall: 808 W Spokane Falls Blvd. Spokane, WA 99201
	<b>Planned Activities</b>	General administration of the HOME Program. Administrative activities include community engagement, planning, reporting to funder, making grant awards, technical assistance, environmental reviews, procurement, compliance monitoring, certified payroll review, etc.

## **AP-50 Geographic Distribution – 91.220(f)**

### **Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed**

The City of Spokane will not direct funding to any one targeted area of the City. Rather, funding will be allocated based on present needs within the community and quality of project application. The City will work in partnership with social service providers, local businesses, elected officials, and neighborhood councils to ensure changing community needs are being met.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>

**Table 57 - Geographic Distribution**

### **Rationale for the priorities for allocating investments geographically**

There will be no funding allocation to specific geographic areas within the City. This Consolidated Plan will make funding decisions based on the needs of low and moderate income individuals and families regardless of their location.

### **Discussion**

The City of Spokane will present all future funding awards and target populations at open public hearings, followed by a 30-day public comment period.

## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

#### Introduction

The City of Spokane is focused on providing safe affordable housing choices for low and moderate income residents. During program year 2020, the City will prioritize activities that move individuals into permanent affordable housing units through the construction, acquisition, and rehabilitation of new units. Several projects are underway and expected to complete on, or before 12/31/2021.

One Year Goals for the Number of Households to be Supported	
Homeless	350
Non-Homeless	19,830
Special-Needs	0
Total	20,180

**Table 58 - One Year Goals for Affordable Housing by Support Requirement**

One Year Goals for the Number of Households Supported Through	
Rental Assistance	50
The Production of New Units	10
Rehab of Existing Units	303
Acquisition of Existing Units	10
Total	373

**Table 59 - One Year Goals for Affordable Housing by Support Type**  
**Discussion**

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

Spokane Housing Authority (SHA) began in 1972 as the Housing Authority of the City of Spokane is now a multi-jurisdictional agency serving many cities and six counties in Eastern Washington. The partnership between SHA and the City of Spokane continues to provide affordable housing for thousands of households. SHA is governed by a seven-member Board of Commissioners to include one “directly assisted Commissioner” and six commissioners appointed by the following: Two (2) individuals appointed by the Mayor of the city of Spokane, two (2) individuals appointed by the City Council of the City of Spokane Valley, and two (2) individuals appointed by the Spokane County Commissioners. Each member serves a five-year term of office, with terms rotating in such a manner that one appointment is made each year. The Board has full authority in the establishment of SHA policies, long-term direction, and oversight of programs that accomplish the Agency’s mission.

### **Actions planned during the next year to address the needs to public housing**

Spokane Housing Authority has always had an extremely small public housing program. Initially, just 125 total public housing units were in SHA’s inventory. In 2015, SHA was given permission to move forward with a Rental Assistance Demonstration (RAD) Program portfolio project to divest its public housing inventory.

As of November 1, 2019, the Spokane Housing Authority (SHA) no longer owns or operates Public Housing units. SHA has utilized HUD’s Rental Demonstration Program (RAD) to convert all Public Housing units to project based housing vouchers under the Housing Choice Voucher program. This process began in 2016 with the conversion of 50 public housing units at the Parsons Apartments, and was completed in November of 2019 with the conversion of 74 scattered site properties that represented the remaining public housing units operated by the Housing Authority. In 2016, one single family home (part of SHA’s scattered site public housing inventory), was sold to the Washington State Department of Transportation through eminent domain to facilitate the north/south freeway extension. In order to ensure that Public Housing participants were not adversely affected by this conversion, the Housing Authority created a Relocation Specialist position dedicated to relocating these families to affordable and comparable housing units in the community and offering continuing rental assistance through the Housing Choice Voucher program. In addition, all families who were on the Public Housing waiting list at the time of conversion, were given the opportunity to be placed on the HCV waiting list for the same time and date that they had originally applied to the Public Housing Program.

### **Actions to encourage public housing residents to become more involved in management and participate in homeownership**

SHA updated its Administrative Plan to provide an avenue for the 74-scattered site public housing residents to participate in the Housing Choice Voucher Homeownership program if they meet the qualifications. All 74 were given the first right of refusal to purchase the home in which they reside or



another available from the inventory. In 2019, the authority met with households to understand if homeownership is something they wish to pursue. As mentioned in previous years, the homeownership track is more involved and has more hurdles to overcome, not every household will be capable of or have the means to achieve this option. The remainder of 2020 and 2021 will be spent working with current households to begin implementing their future housing option, which includes this homeownership alternative. To date, we have successfully assisted three families previously on public housing with acquisition of their unit or another in the portfolio.

**If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance**

Not applicable. The Housing Authority is designated as a high performer.

**Discussion**

## **AP-65 Homeless and Other Special Needs Activities – 91.220(i)**

### **Introduction**

The Spokane City/County Continuum of Care, in support of the 2015-2020 Strategic Plan to End Homelessness, will focus on action steps aimed at obtaining the following objectives: increase leadership, collaboration and civic engagement; increase access to stable and affordable housing; support effective pathways toward self-sufficiency and reduced financial vulnerability; transform homeless services to crisis response systems leading to improved health and safety; and advance health and housing stability for youth experiencing homelessness, including unaccompanied homeless youth and youth aging out of systems such as foster care.

### **Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including**

#### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

In an effort to reach out to the unsheltered population, the community has implemented a number of street outreach initiatives. The City of Spokane's CHHS Department work with other City entities such as Code Enforcement and Police to support the Homeless Street Outreach Team, a collaboration between homeless housing providers, coordinated assessment, and mental health providers to identify and provide outreach to individuals occupying homeless encampments. This interagency collaboration includes both a City-funded street outreach team and a PATH-fund outreach team for homeless individuals with mental illness and provides a pipeline for housing and support services to the chronically homeless unsheltered population in our community. The City has identified the need for additional investment in street outreach in the next year and has targeted these funds to both expand the capacity of existing efforts and to facilitate better alignment of services between City-, PATH-, SSVF-, RHY-, and STR Opioid Crisis-funded street outreach teams. This new street outreach collaborative meets on a bi-weekly to case conference common clients and coordinate outreach services to ensure 100% geographic coverage of the jurisdiction and that clients are matched to the appropriate service provider. The goal for the next year is to complete assessment of the collaborative's geographic coverage with a particular emphasis on identifying gaps in rural coverage.

#### **Addressing the emergency shelter and transitional housing needs of homeless persons**

The CoC identifies the need to provide emergency response to families and individuals who are homeless and recognizes the continued need for shelter beds that are available when a person is unsheltered. Although the CoC is moving towards providing permanent, rather than temporary, housing options, there are some special populations, such as youth, households fleeing domestic violence, clients exiting institutions, and families with children involved with the child welfare system,

who continue to benefit from a supportive transitional housing program.

The jurisdiction's goal is to operate a comprehensive shelter system that meet the needs of all households regardless of composition and quickly transitions households from homelessness back into permanent housing. Currently the shelter system includes programs to serve the specific needs of homeless adult men, adult women, unaccompanied youth, and households with children, however youth who are in transition (18-24) do not have a dedicated shelter program. The City identified a partner agency at the end of 2017 through an RFI process to take the lead in the development of a shelter for young adults. In July of 2018, the City was selected by A Way Home Washington to participate in their Anchor Community Initiative around ending youth and young adult homelessness is currently working to utilize the financial resources available through the initiative to develop, with this partner agency, to develop a young adult shelter in the next year.

These efforts connect directly to the goals of transforming homeless services in to a crisis response system and the system goal of reducing the length of time households experience homelessness.

**Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again**

The jurisdiction's coordinated entry process includes access to diversion programs to prevent individuals and families with children from entering the crisis response system by assisting with their access to community resources. ESG is funding rapid re-housing and emergency shelter operations. An intentional shift to focus on permanent housing exits when households enter the homeless system has been transforming the City's homeless system over the past few years. As a result, much of the CoC efforts to serve homeless households are focused on rapid re-housing. Households who present as chronically homeless with very high barriers are placed directly into available PSH units or available bridge housing. These efforts shorten the time families are homeless and increase stability. The one year for these populations is complete for the CoC to complete its evaluation of the prioritization policies of singles and families coordinated assessment and implement any necessary changes to how households are matched with housing intervention.

The Supportive Services for Veteran Families (SSVF) program provides an essential resource for Veterans and their families who are homeless or at risk. SSVF provides intensive outreach, housing search and placement and continued case management for this population. For Veterans who need more intensive housing services, Spokane Housing Authority (SHA) has a successful partnership with the Veterans Administration to provide VASH vouchers to homeless veterans. All referrals are made through the VA, who also provides complete wrap-around supportive services. Veterans that are not eligible for these

programs are prioritized for placement in PSH dedicated to chronically homeless veterans.

The Young Adult Housing Program (YAHP) from the Washington State Department of Commerce's Office of Homeless Youth has provided the jurisdiction with an essential new resource for the provision of rent assistance, transitional housing, and case management for young adults ages 18 through 24. YAHP provides young adults with housing search assistance, temporary rental assistance, and case management as well as access to transitional or interim housing during the housing search process for youth with the highest barriers. The one-year goal for this population is to complete the evaluation of the joint transitional housing-rapid rehousing pilot program for YAHP to determine if this an effective model for transition vulnerable young people to permanent housing.

HOME Tenant-Based Rental Assistance, granted to Spokane Housing Authority, continues to be a critical tool in achieving permanent housing for families and individuals experiencing homelessness.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs**

The jurisdiction works with the following housing and health care partners on the implementation of an integrated care program: Empire Health Foundation, Providence Health Care, Community Health Association of Spokane, and Volunteers of America. The program strives to ensure eligible homeless clients are not discharged from in-patient hospital care or emergency room visit into homelessness. The Roads to Community Living Program coordinates with group homes, assisted living program and private landlords to ensure that long term Medicare eligible clients discharging from hospitals, nursing homes and mental health facilities are not being discharged into homelessness.

The Spokane County Regional Behavioral Health Division (SCRBH) is responsible for all community-based mental health services for inpatient and outpatient care services. Eastern State Hospital works in conjunction with Frontier Behavioral Health Outreach Team, Spokane County Supportive Living Program, and Behavioral Health Options. These programs work with the clients and the outpatient mental health provider to create a plan for housing and continued services.

The CoC has ensured that its members have written procedures to address discharge planning of youth exiting foster care. The Department of Children, Youth, and Families procedures provide for Independent Living Services and require an Independent Living Plan to assist the youth toward a successful transition to adulthood. Local DCYF Social Workers and other community stakeholders work with youth as they near 18 to establish an ILP to guide the services and housing assistance until they are

21.

Spokane County has taken the lead in housing individuals as they exit from correctional institutions through the Re-Entry Initiative (REI) Program, a community re-entry program dedicated to transitioning formerly homeless exiting institutional settings into adjusted citizens, engaging, working and living in stable housing with limited to no subsidy. Through their partnership with Goodwill Industries of the Inland Northwest, they provide permanent housing through a short term rental assistance program to persons exiting correctional institutions. Airway Heights Corrections facility and the local jail works with Pioneer Human Services who operates a 55-bed work release facility for women and an 80-bed work release facility for men. A formalized discharge plan, in which housing is a requirement, is created for each client as they discharge from these facilities.

## **Discussion**

## **AP-75 Barriers to affordable housing – 91.220(j)**

### **Introduction:**

The City of Spokane is working to address barriers to affordable housing by developing a plan that addresses all aspects of housing choice. The City is working with the Washington State Department of Commerce, Spokane County, and the City of Spokane Valley to increase access to housing within the region.

### **Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

The City of Spokane is creating the Housing Action Plan to help increase housing options that are affordable and accessible for people and families of all incomes. As Spokane grows, we are facing a gap in housing supply. The plan will provide a strategic approach to address current and future housing needs of the Spokane community. When completed, it will provide a coordinated vision that supports more people being able to find a home that meets their needs with access to opportunities, services and amenities. This process builds upon previous community discussions and initiatives around infill development, housing quality, and affordable housing funding.

Spokane's Housing Action Plan will:

- Encourage construction of additional affordable and market rate housing that are accessible to a variety of income levels. This includes options accessible to people and families with low and moderate incomes and cost-burdened households.
- Examine population, workforce and housing trends.
- Assess housing policies, development regulations, and other city programs that influence the development of housing.
- Consider strategies to minimize displacement, particularly in neighborhoods with communities at high risk of displacement.

The City received a grant from the Washington Department of Commerce to complete the plan, which is expected to adopted by City Council in April 2021.

### **Discussion:**

Citizens are encouraged to participate in the planning efforts as the City of Spokane develops the Housing Action Plan. These planning efforts will benefit all citizens by developing goals and policies that create more affordable housing options within the City.

For more information about the Housing Action Plan, please visit:

<https://my.spokanecity.org/housing/spokane-housing-action-plan/>



## **AP-85 Other Actions – 91.220(k)**

### **Introduction:**

The following actions are intended to align with the needs and goals identified in the 2020 – 2024 Consolidated Plan. The Community, Housing and Human Services Department will remain adaptive and ready to serve as needs arise and the response system must be tailored to meet community needs.

### **Actions planned to address obstacles to meeting underserved needs**

#### **Actions planned to foster and maintain affordable housing**

Given the high demand for affordable housing, the City recognizes the importance of fostering affordable housing development and maintaining existing affordable housing stock. The City also provides Tenant Based Rental Assistance to extremely low-income/homeless families to create affordable housing options at market rate rental housing located across the City. The City fosters relationships with both for-profit and nonprofit (including CHDO) housing developers when soliciting HOME Multifamily Housing Program funding proposals. The City offers developers the opportunity to leverage limited City HOME funding with Low-Income Housing Tax Credits, housing bonds, Washington State Housing Trust Fund dollars, and Federal Home Loan Bank grants. Typically, City HOME funds account for only a fraction of the total cost but deliver large projects providing a large number of long-term affordable rental housing units.

The City maintains its HOME investment in affordable housing by monitoring rental housing occupancy and physical condition over HUD's minimum compliance periods required by 24 CFR 92.254. The City imposes an additional 10-year local compliance period to retain these rental units as affordable housing available to low-income households. The City also grants and loans CDBG funds to repair low-income owner-occupied homes enabling existing homeowners to enjoy a safe and healthy home that they can afford to operate and maintain. The City plans to address foreclosed, abandoned and derelict properties by acquisition and/or renovation to create affordable homeownership opportunities.

#### **Actions planned to reduce lead-based paint hazards**

Spokane's Single Family Rehabilitation and Multifamily Housing programs are active in identifying and repairing lead-based paint hazards in eligible owner and renter housing. HUD Title X and EPA Renovator (RRP) requirements are integrated into CDBG and HOME funded programs that rehabilitate housing units constructed prior to 1978. Typical lead hazard control begins with an XRF lead inspection to guide the scope of work. Certified workers complete lead hazard control work in compliance with HUD's Title X and EPA RRP regulations. These projects typically include wet scraping, painting, eliminating friction/impact surfaces, mulching bare soil, and cleaning to Clearance. Each rehabilitated

housing unit will achieve Clearance as part of project completion, as proscribed by HUD's Title X regulation.

### **Actions planned to reduce the number of poverty-level families**

The City's anti-poverty strategies are implemented through the following established goals of the Consolidated Plan: preserving and expanding quality, safe, affordable housing choices; providing opportunities to improve the quality of life; and, expanding economic opportunities. The CDBG and HOME program are the principle funding sources targeted at reducing the number of poverty-level families but the ESG program also seeks to stabilize families and individuals so they are able to return to self-sufficiency, which Homeless Housing Assistance Act fund provide prevention assistance. Importantly, the resource management responsibilities of these programs provide staff of the Department of Community, Housing and Human Services an opportunity to facilitate coordination among a range of social and housing programs, operated by other City departments, governmental agencies and the nonprofit community, that together enhance the opportunities to reduce poverty for families.

CDBG program resources are targeted to meet the community development, infrastructure and economic opportunities needs in the community. The City allocates CDBG funding for several economic development activities providing opportunities for both low and moderate income family members to receive living wage employment and low and moderate income business owners to improve and expand their businesses, increasing their profitability and income. Public services activities also include programs for stabilizing families, while the housing rehabilitation program reduces and stabilizes low and moderate income homeowner's housing expenses. CDBG public services activities, such as the housing counseling program and the rental assistance case management program, assist low and moderate income families on the edge of poverty to help them to economic security. HOME program resources are allocated to address the needs for safe, affordable housing. Program activities that are designed to reduce housing expenses and offer the opportunity to help move families out of poverty are tenant-based-rental assistance and the multifamily development program, which maintains and expands affordable housing. These rental support programs help provide economic stability to the households assisted and are key to the goal of reducing the number of families facing poverty.

### **Actions planned to develop institutional structure**

The City of Spokane works closely with partner agencies and community stakeholders to develop social response programs based on community need. Examples include the Homeless Coordinated Assessment, Emergency Shelters, Homeless Warming Shelter Response, Affordable Housing Committee, Continuum of Care Committee and Neighborhood Community Development Programs. Each program provides a response by the City to respond to the institutional needs of community partners and the

individuals they serve.

### **Actions planned to enhance coordination between public and private housing and social service agencies**

The City has established a number of cooperative partnerships and collaborations with public and supportive housing providers, private and government health, local government, mental health and social service agencies to address its priority needs and will continue to do so.

Examples include:

- **Multi-family Housing:** the City works closely with Spokane County, the WA State Department of Commerce, and the WA State Housing Finance Commission to coordinate the funding, development and monitoring of multi-family housing units funded through the HOME program.
- **Tenant-Based Rental Assistance:** the City partners with the local housing authority to manage the HOME tenant-based rental assistance program. The TBRA program has been prioritized for high needs households and individuals. Referrals to the TBRA program via the community Coordinated Assessment program. Support Services are provided for all TBRA households through CoC Program and local Homeless Housing Assistance Act funded programs.
- **Fair Housing:** the City partners with HUD, Spokane County and the NW Fair Housing Alliance to fund, plan and host a regional Fair Housing Conference during the month of April (fair housing month).
- **Strong Families Initiative:** a City-led partnership between the City, the Spokane Housing Authority, Child Protective Services and non-profit housing and services providers to improve the lives and housing stability of families engaged with child welfare.

The City is the convener and the Collaborative Applicant for the City/County Continuum of Care. The City coordinates a number of homelessness reduction system-wide strategies involving both public and private agencies such as Coordinated Assessment, Housing First and Rapid Re-housing through the Continuum of Care.

### **Discussion:**

## Program Specific Requirements

### AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

#### Introduction:

See narratives below for additional information about the Community Development Block Grant Program (CDBG), HOME Program, and Emergency Solutions Grant Program (ESG).

#### Community Development Block Grant Program (CDBG)

##### Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>0</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

#### HOME Investment Partnership Program (HOME)

##### Reference 24 CFR 91.220(I)(2)

1. A description of other forms of investment being used beyond those identified in Section 92.205 is

as follows:

Spokane does not plan to directly use other forms of investment beyond those listed in 92.205.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

HOME regulation 92.254 describes qualifications of homeownership activities as affordable housing. City of Spokane has not budgeted HOME funds for homeownership activities. The City retains written agreements used in a previous homeownership program. These agreements include a recapture provision triggered if a borrower sells, transfers, refinances, or changes the use of the property during the HOME period of affordability. This loan provision limits recaptured funds to net proceeds available from the sale rather than the entire HOME investment. The City's Single Family Rehabilitation program uses this same loan recapture provision which limits recaptured funds to net proceeds of a sale. Consequently, the City is not required to repay HUD should any sale, short sale, foreclosure, involuntary sale, etc. of a program-assisted home provide insufficient funds to fully repay the amount of loaned HUD funding.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

HOME regulation 92.254(a)(4) describes the minimum HOME period of affordability based upon the amount of HOME homeownership assistance. The City of Spokane has not budgeted HOME funds for homeownership activities. The City previously established maximum HOME assistance for each homebuyer transaction and that HOME assistance required a 10-year period of affordability. Earlier homeownership assistance loan documents provided some debt forgiveness over the 10-year HOME affordability period. All City homeownership assistance written agreements included a recapture provision that triggered repayment if a borrower sells, transfers, refinances, or changes the use of the property during the HOME period of affordability. This recapture provision limits recaptured funds to any net proceeds available from the sale rather than the entire HOME investment.

Similarly, HOME-funded affordable rental housing projects include acquisition, new construction, and/or renovation trigger minimum periods of affordability per 24 CFR 92.252(e). New construction projects are always subject to the regulation's 20-year affordability period but acquisition and/or rehab projects commonly trigger a 5, 10, or 15-year HOME affordability period. The City-imposed chooses to independently extend the periods of affordability is ten years longer than the minimum HOME affordability period and initially runs concurrently with the HOME affordability period. . These City-imposed affordability periods are described further in the HOME Multifamily Housing Program Description and agreements.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

HOME funds will not be used to refinance existing debt secured by housing that is being rehabilitated with HOME funds under 24 CFR 92.206(b). However, HOME funds may be used to pay off principal and interest of a construction loan, bridge financing loan, or guaranteed loan as provided under 24 CFR 92.206(g).

### **Emergency Solutions Grant (ESG) Reference 91.220(l)(4)**

1. Include written standards for providing ESG assistance (may include as attachment)

The Emergency Solutions Grant funds, in conjunction with additional funding sources, are currently funding Coordinated Assessment Initiatives through rapid re-housing, and shelter activities. The following program standards have been developed with community feedback, based on the feedback from CoC programs administering these funded activities. The standards continue to take into account the smaller resources and even greater targeting needed for ESG. These standards are included in program specific guidelines for all ESG funded programs.

2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.

Households seeking homeless assistance can access services through the Spokane Continuum of Care's Coordinated Assessment (CA) system. The local CA system operates two portals to better meet the disparate needs of different household types. Households with minor children are served through Homeless Families Coordinated Assessment (HFCA) system, which coordinates all family homeless service programs to provide prevention and rapid re-housing assistance in addition to placement in interim, transitional, and permanent supportive housing, if applicable. The program utilizes the Family Service Prioritization Decision Assistance Tool (F-SPDAT) and Family Vulnerability Index Service Prioritization Decision Assistance Tool (F-VI-SPDAT) to assess families for appropriate housing and service interventions based on vulnerability rather than a first come first serve model. The F-VI-SPDAT and F-SPDAT provide a consistent way of assessing households across the Continuum of Care and assists HFCA in connecting families with an appropriate housing intervention based on their level of need.

Households without children can access services through the Singles Homeless Coordinated Assessment (SHCA) System. SHCA operates as a decentralized assessment system with a lead agency to facilitate the training and coordination of assessment sites. SHCA uses the singles versions of the VI-SDPAT and SPDAT tools to provide common outcome data and measurable results. Household where every member is between the age of 18 and 24 that present at SHCA are assessed using the

Transition Age Youth Vulnerability Index Service Prioritization Decision Assistance Tool (TAY-VI-SPDAT) and the Youth Service Prioritization Decision Assistance Tool (Y-SPDAT). Once the appropriate assessment is completed in HMIS, a housing referral can be made to the appropriate housing track based on the household's vulnerability and desired housing intervention.

Households may access the program through one of two entry points:

1. By walking into either the HFCA or SHCA program offices for an assessment; or
2. Through targeted outreach and screening with a partnering service provider such as an emergency shelter or street outreach program.

The CA system has been developed in accordance with the HUD Continuum of Care Regulations. Participation in this system is mandatory for ESG and CoC grantees.

3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).

Locally, the City of Spokane receives and administers ESG funds. As the CoC lead the City of Spokane works, through the Continuum of Care Governance Board and Community Housing and Human Services Board (CHHS), to determine priorities for homeless funding. Spokane County staff sits on both the Continuum of Care Governance Board and CHHS Board and is an integral part in determining how all homeless funds, including ESG funds, are allocated in the community. During the application process for homeless funding, the RFP and Evaluation Committee of CoC reviews applications and makes funding recommendations to CoC Governance Board.

Applicants eligible to apply for ESG funds include:

- City or County governments
  - Public and private nonprofit organizations (501(c)(3))
  - Private for profit organizations or individuals may implement certain economic development, low income housing rehabilitation and microenterprise activities.
  - Faith based organizations
4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

The City currently meets the homeless participation requirement detailed in 24 CFR 576.405(1) through formerly homeless individuals' membership on the Community, Housing and Human Services Board subcommittees, Continuum of Care Governance Board, and the CoC RFP and Evaluation Committee. These committees are responsible for recommending policies and making funding decisions.



## 5. Describe performance standards for evaluating ESG.

All programs funded through ESG are evaluated for performance quarterly. Data for these evaluations is pulled from the Homeless Management Information System. In addition, all ESG funded programs are required to ensure HMIS data quality by the 5th of each month. Programs funded for rapid re-housing are measured by the percentage of households exiting to permanent housing, the percentage of households with increased income at exit, and the average length of time from identified eligibility to being housed. Programs funded for emergency shelter operations are required to enter universal data into the HMIS system and record entry and exit dates. In addition, these programs are measured by the percentage of households who exit from the emergency shelter into permanent housing, the average length of time individuals are homeless in emergency shelter, average length of time between enrollment and clients' date of engagement.

Citizens with additional questions regarding the CDBG, HOME and ESG Programs are encouraged to contact the Community, Housing and Human Services Department (CHHS) for additional information.

### CHHS Contact Information:

- Email to CHHS at [spokanechhs@spokanecity.org](mailto:spokanechhs@spokanecity.org)
- Phone CHHS at 625-6325
- Attend a Public Hearing and make comment directly to the CHHS Board
- Visit CHHS at Spokane City Hall
- 808 W. Spokane Falls Blvd, Spokane, WA 99201

## **Appendix - Alternate/Local Data Sources**



**Agenda Sheet for City Council Meeting of:**  
07/27/2020

<b>Date Rec'd</b>	7/15/2020
<b>Clerk's File #</b>	ORD C35921
<b>Renews #</b>	
<b>Cross Ref #</b>	
<b>Project #</b>	
<b>Bid #</b>	
<b>Requisition #</b>	
<b>Agenda Item Name</b>	0620 - REORGANIZATION OF THE NEIGHBORHOOD & BUSINESS SVCS DIVISION

<b>Submitting Dept</b>	HUMAN RESOURCES
<b>Contact Name/Phone</b>	MEGHANN 6903 STEINOLFSON
<b>Contact E-Mail</b>	MSTEINOLFSON@SPOKANECITY.ORG
<b>Agenda Item Type</b>	First Reading Ordinance
<b>Agenda Item Name</b>	0620 - REORGANIZATION OF THE NEIGHBORHOOD & BUSINESS SVCS DIVISION

**Agenda Wording**

Proposed Changes to Organizational Structure

**Summary (Background)**

The Administration is proposing to reorganize the Neighborhood and Business Services (NBS) division to better align with strategic community priorities. As a Division Department in the SMC at 03.01A.245, NBS and its aligned departments provides support and direction for the City's community-oriented departments, as well as planning and developer services, historic preservation, and housing and human services.

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

Select	\$	#
Select	\$	#
Select	\$	#
Select	\$	#

<b><u>Approvals</u></b>		<b><u>Council Notifications</u></b>	
<b><u>Dept Head</u></b>	STEINOLFSON, MEGHANN	<b><u>Study Session\Other</u></b>	Urban Experience Committee
<b><u>Division Director</u></b>	STEINOLFSON, MEGHANN	<b><u>Council Sponsor</u></b>	Karen Stratton
<b><u>Finance</u></b>	ORLOB, KIMBERLY	<b><u>Distribution List</u></b>	
<b><u>Legal</u></b>	PICCOLO, MIKE		
<b><u>For the Mayor</u></b>	ORMSBY, MICHAEL		
<b><u>Additional Approvals</u></b>			
<b><u>Purchasing</u></b>			

**Reorganization of the Neighborhood and Business Services Division**  
**Briefing Paper: Urban Experience Committee**

**Division:** Neighborhood and Business Services

**Subject:** Proposed Changes to Organizational Structure

**Date:** 7/13/20

**Contact:** Wes Crago, City Administrator

**Council Sponsor:** CM Stratton

**Executive Sponsor:** Mayor Nadine Woodward

**Committee Impacted:** Urban Experience

**Type of Agenda Item:** Discussion

**Deadline:**

- Committee Briefing: Urban Experience 7/13/20
- Advance Agenda Briefing: 7/20/20
- First Reading: 7/27/20
- Council Action: 8/3/20

**Outcome:** Adoption of proposed changes to the SMC Section 03.01A as outlined below and in the attachments.

**Background:** Created in 2017, the Neighborhood and Business Services (NBS) division was envisioned to bring together services that often conflicted with one another in order to reduce silos and encourage collaboration among departments to provide visible outcomes for both the neighborhood, business, and human services communities. Ultimately, the division leader (currently vacant) has responsibility for a multitude of high profile initiatives. While the city has ultimately seen increased collaboration among our teams, the profile and workload of certain priorities within the division has continued to grow, causing a disproportionate balance in the attention and leadership given to very different and important functions of the city.

Under new city leadership, hearing the concerns of the City Council of the effectiveness of such an expansive NBS division, and recognizing that certain goals have been met, now is the appropriate time to reassess how we deliver on commitments made to the community. The Mayor must fill a crucial leadership position for the City in order to deliver our services in an effective manner and creating the appropriate structure with the needs of each department in mind before a hire is made makes good sense. This proposal will split the NBS division into two complementary divisions, each with division leadership that is more focused on their core services, and was informed through a robust staff engagement process and with collaborative touch points between the Mayor and Councilmembers.

**Executive Summary:** The Administration is proposing to reorganize the Neighborhood and Business Services (NBS) division to better align with strategic community priorities. As a Division Department in the SMC at 03.01A.245, NBS and its aligned departments provides support and direction for the City's

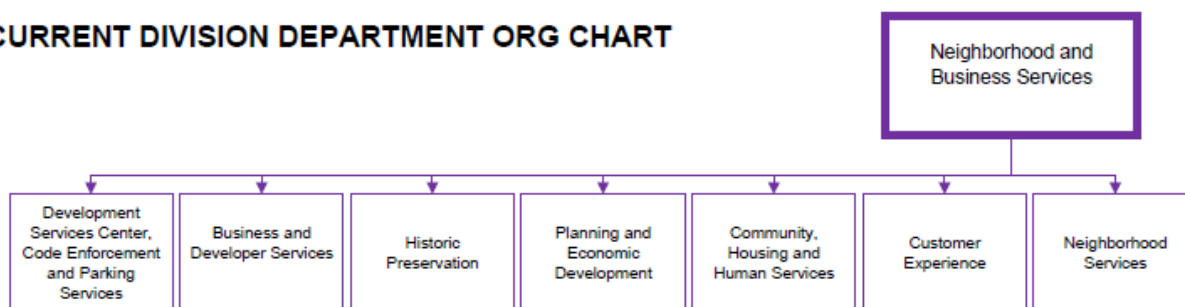
community-oriented departments, as well as planning and developer services, historic preservation, and housing and human services.

The proposed reorganization divides this division into two complementary Division Departments:

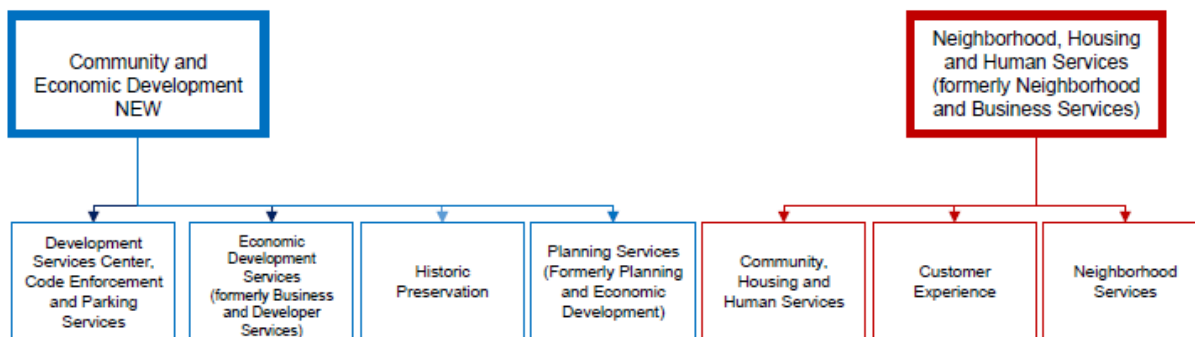
- **Neighborhood, Housing, and Human Services (NHHS)** serves citizens and builds healthy neighborhoods through community engagement, by delivering information, securing and allocating resources and implementing and overseeing programs designed to connect people, neighborhoods, and organizations to resources and services.
- **Community and Economic Development Services (CEDS)** administers a wide range of planning, design, economic development, historical preservation and business support services to promote comprehensive growth and community initiatives.

Here are the current and proposed organizational charts:

### CURRENT DIVISION DEPARTMENT ORG CHART



### PROPOSED SPLIT DIVISION DEPARTMENT ORG CHART



As currently structured, the goals of this reorganization are:

- Detach business oriented services from social and human services.
- Reestablish the Office of Neighborhood Services as a standalone department, rather than a program within the Planning department.
- Provide targeted leadership with capacity to focus and implement on services and initiatives that the community expects.

**Proposed Leadership:**

Neighborhood, Housing, and Human Services: We anticipate actively recruiting for the division director position immediately following Council approval of this proposal. This division director role is critical to the success of our homelessness initiatives and supporting the needs of our neighborhoods. The current NBS division director position is vacant and will be retitled as the NHHS division director. This position is budgeted for 2020 and as the head of a department will require Council confirmation.

Community and Economic Development Services: This ordinance creates a new division department, and as such there is not an existing position to complement the structural change. The Administration will seek to create and fund this position in the upcoming budget process and anticipates recruitment in January 2021, unless there is an agreed upon path between the Administration and Council to accomplish this sooner.

**2020 Budget/Financial Impact:** The proposed Neighborhood, Housing, and Human Services division position is currently budgeted in 2020, but has been vacant for more than a year. We do not anticipate significant 2020 costs as a result of this re-organization.

**Attachments:**

- Proposed amendments to the SMC that correspond to the reorganization
- Proposed organizational chart

**Budget Impact:**

**Approved in current year budget:** Y/N/ N/A

**Annual/Reoccurring expenditure:** Y/N/ N/A

**If new, specify funding source:** N/A

**Other budget impacts:** \_\_\_\_\_

**Operations Impact:**

Consistent with current operations/policy: N/A

Requires change in current operations/policy: Yes

Specify changes required: Updates to the SMC and City organization structure.



# Expenditure Control Form

1. All requests being made must be accompanied by this form.
2. Route **ALL** requests to the Finance Department for signature.
3. If request is greater than \$100,000 it requires signatures by Finance and the City Administrator. Finance Dept. will route to City Administrator.

**Today's Date:** 07/08/2020

**Type of expenditure:**

Goods



Services



**Department:** All

**Approving Supervisor:** NA

**Amount of Proposed Expenditure:** NA

**Funding Source:** NA

**Please verify correct funding sources. Please indicate breakdown if more than one funding source.**

**Why is this expenditure necessary now?**

NA

**What are the impacts if expenses are deferred?**

NA

**What alternative resources have been considered?**

NA

**Description of the goods or service and any additional information?**

NA

**Person Submitting Form/Contact:** NA

**FINANCE SIGNATURE:**

---

**CITY ADMINISTRATOR SIGNATURE:**

---

## ORDINANCE C35921

An ordinance relating to the executive and administrative organization of the City; amending SMC sections 3.01A.210, 3.01A.225, 3.01A.245, and 3.01A.365, and adopting a new section 3.01A.367 to chapter 3.01A of the Spokane Municipal Code.

The City of Spokane does ordain:

Section 1. That SMC Section 3.01A.210 is amended to read as follows:

### **3.01A.210 Division Departments**

The following departments shall be considered as division departments:

- A. City Attorney
- B. Neighborhood, Housing and Human ~~((and Business))~~ Services
- C. Finance, Treasury and Administration
- D. Fire
- E. Parks and Recreation
- F. Police
- G. Public Works
- H. Human Resources
- I. Innovation and technology Services
- J. Community and Economic Development Services

Section 2. That SMC Section 3.01A.225 is amended to read as follows:

### **3.01A.225 ~~((Business and Developer))~~ Economic Development Services**

The department of ~~((business and developer))~~ economic development services ~~((oversees planning and programming for services to enhance the quality of life in the community. It))~~ promotes economic growth, redevelopment and developer incentives to enhance the quality of life in the community.



Section 3. That SMC Section 3.01A.245 is amended to read as follows:

**3.01A.245 Neighborhood, Housing and Human ((and Business)) Services**

~~((The department of neighborhood and business services provides support and direction for the City's community-oriented departments. This support is accomplished through ensuring effective expenditure of local, state and federal funds to benefit low and middle income citizens; providing direct services to improve quality of life; sharing information and providing opportunities for citizens to be engaged in the city government decision making process; and ensuring the highest standards of customer service for City department's interactions with citizens. The department also provides support and direction to the planning and developer services departments, historic preservation and the housing and human services department.))~~

A. The division of neighborhood, housing and human services serves citizens and builds healthy neighborhoods through community engagement, by delivering information, securing and allocating resources and implementing and overseeing programs designed to connect people, neighborhoods and organizations to resources and services.

B. The division director of neighborhood, housing and human services is responsible for the leadership and management of the division and various departments under the supervision of the division.

Section 4. That SMC 3.01A.365 is amended to read as follows:

**3.01A.365 Planning Services ((and Economic Development))**

The planning services ((and economic development)) department is responsible for preparation and maintenance of the comprehensive plan to guide the community's long-term physical, economic and social growth and for other matters of neighborhood and City planning, including regional coordination and urban design. The department supports plan implementation measures using development regulations, capital improvement plans and annexation programs; administers current planning activities such as rezoning, planned unit developments, subdivisions, environmental review, and variances; and reviews development permits for compliance with land use codes.

- A. The department enforces land use regulations and works with various city, county and state agencies in the regulation of property use requirements. The department addresses the community's business needs and coordinates revitalization programs with an emphasis on sustainable economic growth. The department reviews transportation and traffic planning, street improvement proposals and transportation-related development issues.
- B. Through the administration section, the department serves as staff to the plan commission, design review board and bicycle advisory board.

- C. Any applicant offered the position of director of planning and economic development services for the City of Spokane shall meet or exceed the following qualifications at the time the offer of employment is made:
1. bachelors or masters degree in urban planning, public administration or a related field;
  2. American Institute of Certified Planners (AICP) certification;
  3. minimum of eight years of progressively responsible planning experience;
  4. minimum of four years of experience in a supervisory capacity, including significant experience managing complex projects and management experience related to long-range planning or land use planning;
  5. demonstrated responsibility for budgets exceeding one million dollars;
  6. demonstrated substantial coursework in land use and urban planning principles;
  7. demonstrated knowledge of federal, state and local laws and regulations as they apply to urban planning, particularly with regard to of the State of Washington's Growth Management Act;
  8. demonstrated record of implementing projects consistent with a comprehensive plan or other adopted plans;
  9. demonstrated knowledge of real estate terminology, laws, practices, principles, and regulations;
  10. demonstrated knowledge of basic environmental function and values;
  11. demonstrated skills in oral and written communication to individuals and groups in a public setting; and
  12. demonstrated ability to work across departments and disciplines.

Equivalent combination of education and experience may substitute for the requirements 3-10.

- E. The planning services (~~and economic development~~) director shall be appointed by the mayor, with approval by a majority of the city council, pursuant to section 24 of the city charter.

Section 5. That there is adopted a new section 3.01A.367 to chapter 3.01A of the Spokane Municipal Code to read as follows:

### **3.01A.367 Community and Economic Development Services**

A. The division of community and economic development services administers a wide range of planning, design, economic development, historical preservation and business support services to promote comprehensive growth and community initiatives.

B. The division director of community and economic development services is responsible for the leadership and management of the division and various departments under the supervision of the division.

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

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

Attest:

Approved as to form:

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

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

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

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

**Reorganization of the Neighborhood and Business Services Division  
Briefing Paper: Urban Experience Committee**

**Division:** Neighborhood and Business Services

**Subject:** Proposed Changes to Organizational Structure

**Date:** 7/13/20

**Contact:** Wes Crago, City Administrator

**Council Sponsor:** CM Stratton

**Executive Sponsor:** Mayor Nadine Woodward

**Committee Impacted:** Urban Experience

**Type of Agenda Item:** Discussion

**Deadline:**

- Committee Briefing: Urban Experience 7/13/20
- Advance Agenda Briefing: 7/20/20
- Council Action: 7/27/20

**Outcome:** Adoption of proposed changes to the SMC Section 03.01A as outlined below and in the attachments.

**Background:** Created in 2017, the Neighborhood and Business Services (NBS) division was envisioned to bring together services that often conflicted with one another in order to reduce silos and encourage collaboration among departments to provide visible outcomes for both the neighborhood, business, and human services communities. Ultimately, the division leader (currently vacant) has responsibility for a multitude of high profile initiatives. While the city has ultimately seen increased collaboration among our teams, the profile and workload of certain priorities within the division has continued to grow, causing a disproportionate balance in the attention and leadership given to very different and important functions of the city.

Under new city leadership, hearing the concerns of the City Council of the effectiveness of such an expansive NBS division, and recognizing that certain goals have been met, now is the appropriate time to reassess how we deliver on commitments made to the community. The Mayor must fill a crucial leadership position for the City in order to deliver our services in an effective manner and creating the appropriate structure with the needs of each department in mind before a hire is made makes good sense. This proposal will split the NBS division into two complementary divisions, each with division leadership that is more focused on their core services, and was informed through a robust staff engagement process and with collaborative touch points between the Mayor and Councilmembers.

**Executive Summary:** The Administration is proposing to reorganize the Neighborhood and Business Services (NBS) division to better align with strategic community priorities. As a Division Department in the SMC at 03.01A.245, NBS and its aligned departments provides support and direction for the City's

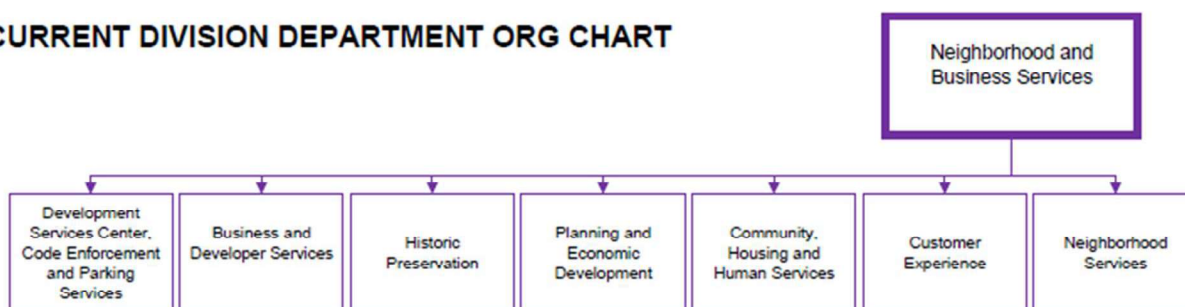
community-oriented departments, as well as planning and developer services, historic preservation, and housing and human services.

The proposed reorganization divides this division into two complementary Division Departments:

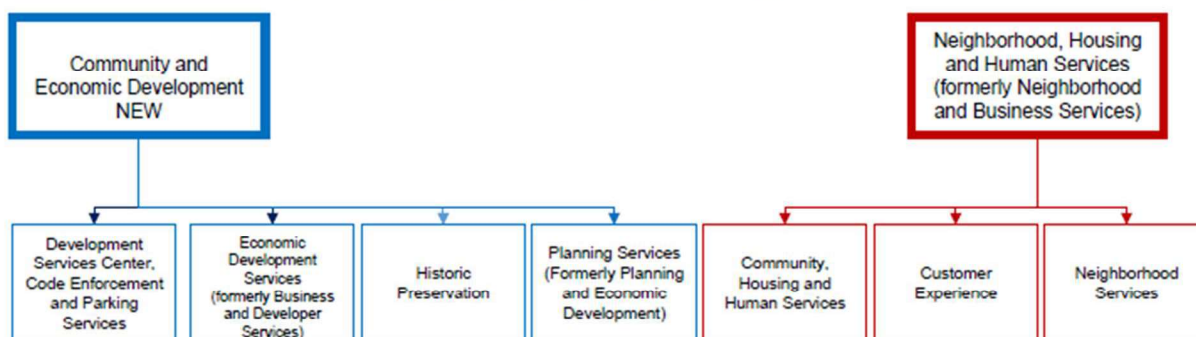
- **Neighborhood, Housing, and Human Services (NHHS)** serves citizens and builds healthy neighborhoods through community engagement, by delivering information, securing and allocating resources and implementing and overseeing programs designed to connect people, neighborhoods, and organizations to resources and services.
- **Community and Economic Development Services (CEDS)** administers a wide range of planning, design, economic development, historical preservation and business support services to promote comprehensive growth and community initiatives.

Here are the current and proposed organizational charts:

### CURRENT DIVISION DEPARTMENT ORG CHART



### PROPOSED SPLIT DIVISION DEPARTMENT ORG CHART



As currently structured, the goals of this reorganization are:

- Detach business oriented services from social and human services.
- Reestablish the Office of Neighborhood Services as a standalone department, rather than a program within the Planning department.
- Provide targeted leadership with capacity to focus and implement on services and initiatives that the community expects.

**Proposed Leadership:**

Neighborhood, Housing, and Human Services: We anticipate actively recruiting for the division director position immediately following Council approval of this proposal. This division director role is critical to the success of our homelessness initiatives and supporting the needs of our neighborhoods. The current NBS division director position is vacant and will be retitled as the NHHS division director. This position is budgeted for 2020 and as the head of a department will require Council confirmation.

Community and Economic Development Services: This ordinance creates a new division department, and as such there is not an existing position to complement the structural change. The Administration will seek to create and fund this position in the upcoming budget process and anticipates recruitment in January 2021, unless there is an agreed upon path between the Administration and Council to accomplish this sooner.

**2020 Budget/Financial Impact:** The proposed Neighborhood, Housing, and Human Services division position is currently budgeted in 2020, but has been vacant for more than a year. We do not anticipate significant 2020 costs as a result of this re-organization.

**Attachments:**

- Proposed amendments to the SMC that correspond to the reorganization
- Proposed organizational chart

**Budget Impact:**

**Approved in current year budget:** Y

**Annual/Reoccurring expenditure:** N/A

**If new, specify funding source:** N/A

**Other budget impacts:**

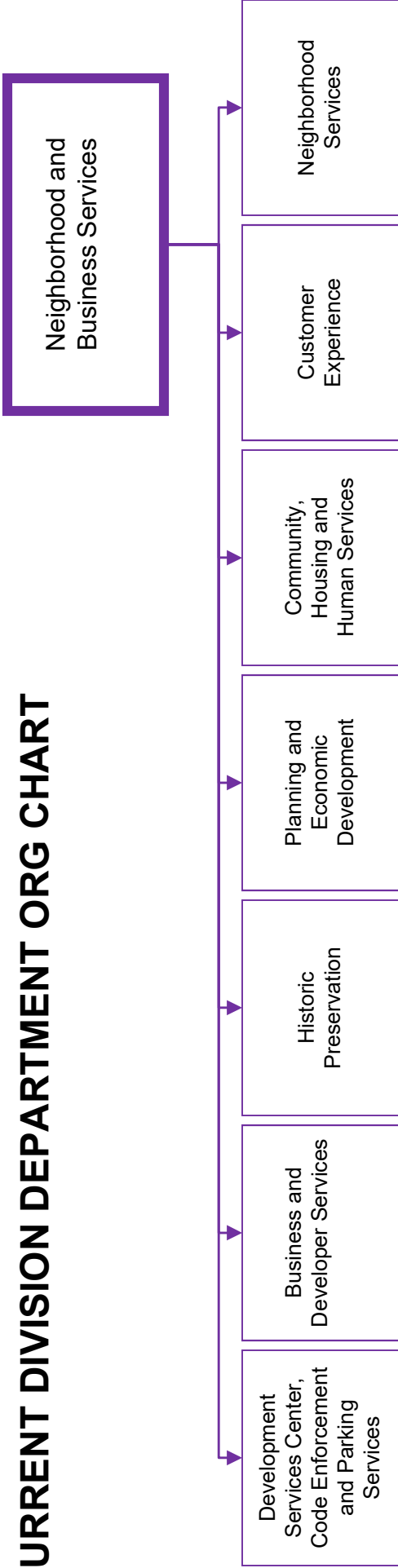
**Operations Impact:**

Consistent with current operations/policy: N/A

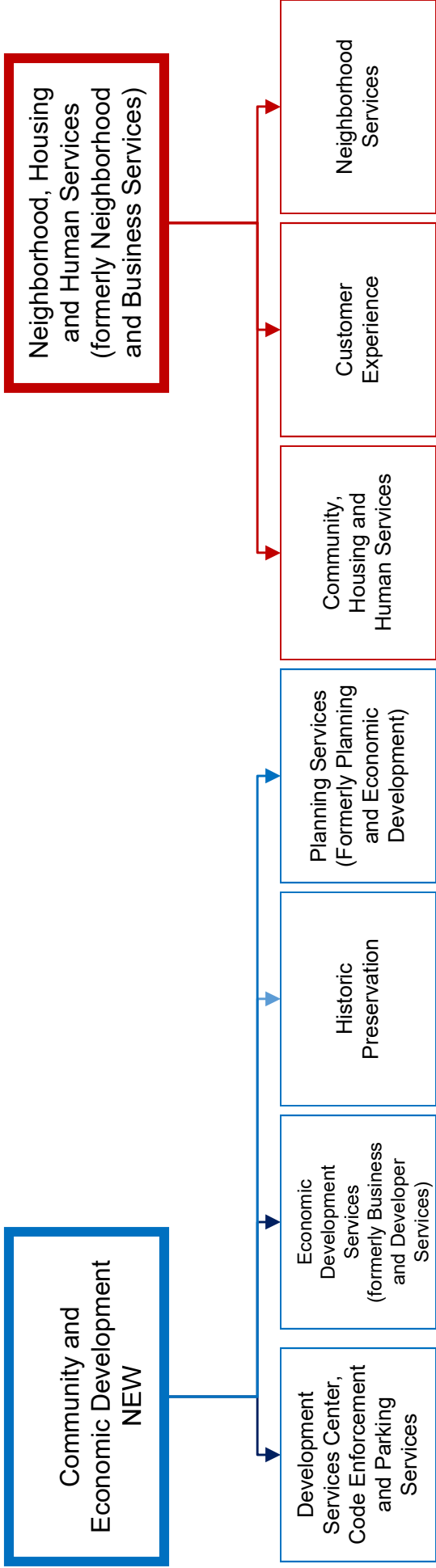
Requires change in current operations/policy: Yes

Specify changes required: Updates to the SMC and City organization structure.

# CURRENT DIVISION DEPARTMENT ORG CHART



# PROPOSED SPLIT DIVISION DEPARTMENT ORG CHART





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

07/27/2020

Date Rec'd

7/16/2020

Clerk's File #

ORD C35922

Renews #Submitting Dept

PLANNING

Cross Ref #Contact Name/PhoneMELISSA X6087  
WITTSTRUCKProject #Contact E-Mail

MWITTSTRUCK@SPOKANECITY.ORG

Bid #Agenda Item Type

First Reading Ordinance

Requisition #Agenda Item Name0650 - REPEAL SPOKANE MUNICIPAL CODE CHP. 11.19 MULT. SECTIONS FINAL  
REPEALAgenda Wording

Repeal and closure of Spokane Municipal Code (SMC) Title 11, Regulation of Building and Land Use. Chapter 11.19, Zoning Code sections.

Summary (Background)

Neighborhood and Planning Services (NPS) proposes final repeals and closure of Spokane Municipal Code (SMC) Title 11, Regulation of Building and Land Use, Chapter 11.19, Zoning Code. Over the years, as most of the Articles and Sections in 11.19 were transferred to the Unified Development Code in Title 17 and other SMC Titles, some obsolete sections in 11.19 remained in an active state, lacking repeal process. This "twilight" status has created confusion for public users of the development code.

Fiscal Impact

Grant related? NO

Budget Account

Public Works? NO

Neutral \$

#

Select \$

#

Select \$

#

Select \$

#

ApprovalsCouncil NotificationsDept Head

MEULER, LOUIS

Study Session\OtherUrban Development July  
13, 2020Division Director

CORTRIGHT, CARLY

Council Sponsor

Candace Mumm

Finance

ORLOB, KIMBERLY

Distribution ListLegal

RICHTMAN, JAMES

lmeuler@spokanecity.org

For the Mayor

ORMSBY, MICHAEL

tblack@spokanecity.org

Additional Approvals

kbecker@spokanecity.org

Purchasing

jwest@spokanecity.org

tpalmquist@spokanecity.org

mwittstruck@spokanecity.org

jchurchill@spokanecity.org

# Briefing Paper

## Urban Experience Committee

### July 13, 2020

<b>Division &amp; Department:</b>	BDS – Neighborhood and Planning Services
<b>Subject:</b>	11.19 Repeal - Completion
<b>Date:</b>	July 13, 2020
<b>Contact (email &amp; phone):</b>	509-625-6087 mwittstruck@spokanecity.org
<b>City Council Sponsor:</b>	Councilmember Candace Mumm
<b>Executive Sponsor:</b>	Louis Meuler
<b>Committee(s) Impacted:</b>	Urban Experience
<b>Type of Agenda item:</b>	<input type="checkbox"/> Hearing <input checked="" type="checkbox"/> Consent/Discussion <input type="checkbox"/> Strategic Initiative
<b>Alignment:</b> (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	Shaping Spokane Comprehensive Plan 2017 Chapter 3 Land Use 7.2 Continuing Review Process. Strategic Plan.
<b>Strategic Initiative:</b>	Continuous Improvement and Innovation, Sustainable City, Customer Service.
<b>Deadline:</b>	Project complete August 2020
<b>Outcome:</b> (deliverables, delivery duties, milestones to meet)	Move repeal of remaining sections of Spokane Municipal Code (SMC) to legislative action, closing out SMC chapter 11.19.
<p>Neighborhood and Planning Services (NPS) proposes final repeals and closure of Spokane Municipal Code (SMC) Title 11, Regulation of Building and Land Use, Chapter 11.19, Zoning Code. Over the years, as most of the Articles and Sections in 11.19 were transferred to the Unified Development Code in Title 17, some obsolete sections in 11.19 remained in an active state, lacking repeal process. This “twilight” status has created confusion for public users of the development code.</p> <ul style="list-style-type: none"> <li>25 obsolete or redundant sections of Chapter 11.19 are included in the draft repeal ordinance (attached).</li> <li>Draft has been reviewed by impacted internal users and Legal.</li> </ul>	
<b>Budget Impact:</b> Approved in current year budget? <input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A Annual/Reoccurring expenditure? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A If new, specify funding source: Other budget impacts: (revenue generating, match requirements, etc.)	
<b>Operations Impact:</b> Consistent with current operations/policy? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Requires change in current operations/policy? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A Specify changes required: Legislative repeal action. Known challenges/barriers: None.	



# Expenditure Control Form

1. All requests being made must be accompanied by this form.
2. Route **ALL** requests to the Finance Department for signature.
3. If request is greater than \$100,000 it requires signatures by Finance and the City Administrator. Finance Dept. will route to City Administrator.

Today's Date:

Type of expenditure:

Goods



Services



Department:

Approving Supervisor:

Amount of Proposed Expenditure:

Funding Source:

**Please verify correct funding sources. Please indicate breakdown if more than one funding source.**

**Why is this expenditure necessary now?**

**What are the impacts if expenses are deferred?**

**What alternative resources have been considered?**

**Description of the goods or service and any additional information?**

Person Submitting Form/Contact:

FINANCE SIGNATURE:

---

CITY ADMINISTRATOR SIGNATURE:

---

## ORDINANCE NO. C35922

AN ORDINANCE FOR REPEAL OF SPOKANE MUNICIPAL CODE CHAPTER 11.19 MULTIPLE SECTIONS: 11.19.095, 11.19.100, 11.19.132, 11.19.230, 11.19.255, 11.19.2560, 11.19.275, 11.19.276, 11.19.2858, 11.19.2912, 11.19.2914, 11.19.325, 11.19.720, 11.19.730, 11.19.740, 11.19.750, 11.19.755, 11.19.760, 11.19.770, 11.19.780, 11.19.790, 11.19.800, 11.19.820, 11.19.860, 11.19.880, and 11.19.890.

WHEREAS, the goal for many years has been for the entirety of Spokane Municipal Code (SMC) Title 11, chapter 11.19 to be transferred to SMC Title 17 or updated in other Titles of SMC; and

WHEREAS, Planning & Development Services has identified the remaining sections of SMC chapter 11.19 as obsolete or, substantive standards placed in other chapters of SMC, or are duplicative of standards that are now in place in Title 17; and

WHEREAS, Shaping Spokane, the 2017 adopted City of Spokane Comprehensive Plan Chapter 3 Land Use policy 7.2 calls for periodic re-evaluation to direct city policies and regulations consistent with Chapter 3 Vision and Values; and

WHEREAS, the continued existence of these sections of chapter 11.19 hinders the public in preparing applications for development by relying on code citations appearing to be in force; and

WHEREAS, the processing of applications is anticipated to be more efficient by eliminating the time spent on resubmittal after explanation of the current SMC Title 17 affecting the applicant, improving customer service; and

WHEREAS, the repeal of SMC chapter 11.19 sections does not necessitate Plan Commission review or recommendation as there is no amendment to SMC Title 17 affecting land use action; and

WHEREAS, this repeal action is categorically exempt from the State Environmental Policy Act (SEPA) as stated in Washington Administrative Code (WAC) Procedural Actions 197-11-800(19)(a)(b); and

WHEREAS, a Notice of Hearing indicating the intent to repeal SMC chapter 11.19 sections was published in the Spokesman-Review July 19, 2020 and the City Gazette July 22, 2020; and

WHEREAS, the City Council adopts the recitals set forth herein as its findings and conclusions in support of its repeal of these sections of chapter 11.19; --

Now, Therefore, The City of Spokane does ordain:

- Section 1. That SMC 11.19.095 Mini Storage is repealed.
- Section 2. That SMC 11.19.100 R3 Multifamily Zone is repealed.
- Section 3. That SMC 11.19.132 B1 Zone – Special Permits is repealed.
- Section 4. That SMC 11.19.230 Airport Districts is repealed.
- Section 5. That SMC 11.19.255 Development Sensitive Overlay Zone is repealed.
- Section 6. That SMC 11.19.2560 Title, Purpose, Intent and Severability is repealed.
- Section 7. That SMC 11.19.275 Industrial Overlay Zone is repealed.
- Section 8. That SMC 11.19.276 Industrial Overlay Zone – Public Notice is repealed.
- Section 9. That SMC 11.19.2858 Land Use Compatibility Table is repealed.
- Section 10. That SMC 11.19.2912 Swale Percolation is repealed.
- Section 11. That SMC 11.19.2914 Time for Completion -- Security is repealed.
- Section 12. That SMC 11.19.325 Conversion of Public and Semi-Public Facilities is repealed.
- Section 13. That SMC 11.19.720 Building Official is repealed.
- Section 14. That SMC 11.19.730 City Council is repealed.
- Section 15. That SMC 11.19.740 Fire Official is repealed.
- Section 16. That SMC 11.19.750 Health Officer is repealed.
- Section 17. That SMC 11.19.755 Hearing Examiner is repealed.
- Section 18. That SMC 11.19.760 Historic Body is repealed.
- Section 19. That SMC 11.19.770 Park Board is repealed.
- Section 20. That SMC 11.19.780 Parks Director is repealed.
- Section 21. That SMC 11.19.790 Plan Commission is repealed.
- Section 22. That SMC 11.19.800 Engineering Services Director is repealed.

Section 23. That SMC 11.19.820 Zoning Director -- Planning Director is repealed.

Section 24. That SMC 11.19.860 Innovative Residential Development is repealed.

Section 25. That SMC 11.19.880 Revisions of Approval is repealed.

Section 26. That SMC 11.19.890 Amendment is repealed.

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

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

Attest:

Approved as to form:

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

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

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

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

**CITY OF SPOKANE**  
**NOTICE OF VIRTUAL CITY COUNCIL PUBLIC HEARING**

PROPOSED ORDINANCE FOR REPEAL OF SPOKANE MUNICIPAL CODE CHAPTER 11.19 MULTIPLE SECTIONS: 11.19.095, 11.19.100, 11.19.132, 11.19.230, 11.19.255, 11.19.2560, 11.19.275, 11.19.276, 11.19.2858, 11.19.2912, 11.19.2914, 11.19.325, 11.19.720, 11.19.730, 11.19.740, 11.19.750, 11.19.755, 11.19.760, 11.19.770, 11.19.780, 11.19.790, 11.19.800, 11.19.820, 11.19.860, 11.19.880, and 11.890.

Notice is hereby given that there will be a public hearing before the City of Spokane City Council on **AUGUST 3, 2020 beginning at 6:00 PM** in the City Council Chambers, Lower Level of City Hall at 808 West Spokane Falls Boulevard, Spokane, Washington, to receive public testimony on a proposed ordinance for Repeal and closure of Spokane Municipal Code (SMC) Title 11, Regulation of Building and Land Use. Chapter 11.19, Zoning Code sections. The draft ordinance can be viewed online here:

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

This proposal to repeal the remaining sections of SMC chapter 11.19 represent a housekeeping measure from the City Planning Department. Several City departments have updated or moved sections of this SMC chapter since the initial adoption of Spokane's Comprehensive Plan and subsequent SMC adoptions that ensured regulatory consistency with the overarching policy guidance over nearly 20 years. These sections proposed for repeal represent remainders of code that are obsolete or redundant and, serving no further purpose, impede the efficient pursuit of development activity for the public.

Written comments and oral testimony at the public hearings for this proposed action will be made part of the public record. **Only the applicant, persons submitting written comments and persons testifying at a hearing may appeal the decision of the Plan Commission and City Council.**

Any person may submit written comments on the proposed actions or call for additional information at:

*City of Spokane, Neighborhood and Planning Services*  
*Attn: Melissa Wittstruck, Planner*  
*808 W. Spokane Falls Blvd, Spokane, WA 99201*  
*Phone (509) 625-6087; mwittstrucki@spokanecity.org*

**SEPA:** A SEPA Categorical Exclusion has been determined

**More information on the process:** The draft repeal ordinance and supporting documents were presented to the Urban Development Committee on July 13, 2020.

**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](mailto: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.

**Title 11 Regulation of Building and Land Use - 2020 Repeal Action List**

<b>Chapter/Section</b>	<b>Status</b>	<b>Revised Location</b>
<b>Chapter 11.19 Zoning Code</b>		
11.19.095 Mini Storage	City Clerk Recommendation. Add'l support docs in CPR 2006-0029 11.19.095 was renumbered as 11.19.0330 Sept 2000 C32719; 11.19.0330 repealed C34713 May 2011. SMC 11.19.095 not repealed. ORD C33844 Sec 8.	Section 17C.120, 17C. 124.110, 17C.130.110, 17C.190.280, Spec. Std 17C.350. Section 1.05.160 LU Violation Civil Infraction Penalty Schedule
11.19.100 R3 MF Zone	11.19.101, .102 Repealed. City Clerk Recommendation. 11.19.100 not listed in repeal ORD C33842 Sec 47. WAS LISTED in C33842 Repealing 11.19.100 May 2006	Section 17C.110.030, 17C.110.310, 17C.110.400 Design Stds.
11.19.230 Airport Districts	SMC 17C.180 C34697 Feb 2011 Establishing new overlays in W Plains & Felts Field. No repeal language for 11.19.230 (11.19.220 Zoning Map was repealed)	SMC 17C.120 Commercial Zones Section a7C.120.220 (C) Height, 17C.180 Airfield Overlay Zones, 17C.180.030, 17C.182, 17C.182.010 Fairchild Overlay Zones
11.19.255 Development Sensitive Overlay	Not listed in repeal documents. 11.19.255 and 11.19.2560 in Repeal ORD 34147.	17E.010-070 Critical Area Ordinances
11.19.2560 Title Purpose Intent Severability	Not listed in repeal documents. 11.19.255 and 11.19.2560 in Repeal ORD 34147.	
11.19.275 and 11.19.276 Industrial Overlay Zone and IOZ Public Notice	ORD 31119 May 1994, EFF Jun 1994 for both sections. Not listed in Repeal ORD C33757	SMC 17C.130, 17C.130.020, 17C.17C.130.030, 17C.130.040, 17C.130.120, 17C.130.130, 17C.130.200, 17C.130.210, 17C.130.240, 17.130.250,
11.19.2858 LU Compatibility Table	C-31577 March 1996 EFF April 1996. C33843 did not list in repeal.	SMC 17C.110T, Table 17C-110-1 Res Zone Primary Uses, 17C.120 Comm 17C.122 C&C, 17C.123 Form-Based, 17C.124 DT, 17C.130 Industrial, 17C.160 NB Overlay, 17C.170
11.19.2912 Swale Percolation	Not listed in Repeals. 11.09 Repealed; transferred to SMC 17C. 200.060 May 11, 2012	SMC 17C.200.060
11.19.2914 Time for Completion-Security	Not listed in Repeals C33843 or C35293 Completion and Bonding. 11.09 Repealed; transferred to SMC 17C. 200.090 May 11, 2012	SMC 17C.200.090
11.19.325 Conversion of Public and Semi-Public Facilities	Not repealed. Transferred to Title 17C.320 Conditional Uses Section C 33636 May 31, 2005.	SMC 17C.320.060 Conversion of Public and Semi-Public Facilities
Article VII Administration 11.19	C34713 2011 Partially repealed; 11.19.825 Reasonable Use Exception, 11.19.850 Interpretation, and 11.19.870 Development Agreements.	New sections in 17 for Admin Authority
Article VII Administration 11.19. 720 Bldg Official	C34135 Nov 2007; EFF Jan 2008. SMC 17F.040.150 Building Inspector-Building Official C 33594 Feb 2005; EFF Apr 2005 Function of Building Inspector C33594 eb 2005; EFF Apr 2005	SMC 17F.040.150 for Admin Authority
Article VII Administration 11.19.730 City Council	Not repealed. C 33576 Feb 2005; EFF Mar 2005	New sections in SMC 02.005 - 02.05 and SMC 17G for Admin Authority.SMC 02.005 - 02.05 C 35428 2016; C34579 2010; C35236 2015; C35356 2016. Unified Development

Article VII Administration 11.19.740 Fire Official	C15434 EFF Jan 2001 Not repealed.	New sections in SMC 17F.040.179 and SMC 17F.080.040 for Admin Authority. SMC 17F.080.040 Fire Code (Fire Official defined) C 35816 Oct 2019; EFF Nov 2019 SMC
Article VII Administration 11.19.750 Health Officer	C32762 Dec 2000; EFF Jan 2001 Reference to Health Officer and Director of water and hydroelectric serves to approve sanitary sewer system for mfg home park.	Recodification C34122 SMC 13.01.0208 Health Officer. SMC 17G.010.100 (A)(1)(b) Engineering Services, SMC 17G.010.150
Article VII Administration 11.19.755 Hearing Examiner	Not repealed.	New sections in SMC.02.005.040 & SMC 17G.050.010, SMC 17G.050.070. SMC 02.005.040 ORD 34579 Oct 2010; SMC 17G.050.010 ORD 33578 EFF March 2005;
Article VII Administration 11.19.760 Historic Body	Not repealed.	New sections in 17A for Admin Authority. ORD 34566 Mar 2010; EFF Apr 2010 SMC 17A.010.070 Delegation of Administration SMC 17D.040 (repealed) and 17E.050. SMC
Article VII Administration 11.19.770 Park Board & 11.19.780 Parks Director	C 15434; not repealed.	New sections in SMC 04.11.110. Park Board ORD 33995 March 2007 EFF May 2007
Article VII Administration 11.19.790 Plan Commission	Not repealed; C34530 Sec 6 Dec 2009 EFF Jan 2010	New sections in SMC .04.12; SMC 17G.025.010. SMC Chapter 04.12 Plan Commission Mar 2009 EFF Apr 2009 ORD 34403 Sec 1. Unified Development Code
Article VII Administration 11.19.800 Engineering Services Director	Not repealed; ORD 33112 Sec 40 Nov 2002 EFF Dec 2002	New sections in SMC 17A; SMC 17E; SMC 17F; SMC 17G; SMC 17I. ORD 34566 Mar 2010; EFF Apr 2010 SMC 17A.010.070 Delegation of Administration SMC 17E.050,
Article VII Administration 11.19.820 Zoning Director - Planning Director	Not repealed; ORD 34530 Dec 2009 EFF Jan 2010	New sections in SMC 17A; SMC17B; SMC 17C; SMC 17D; SMC 17E for Admin. ORD C 34566 Mar 2010; EFF Apr 2010 SMC 17A.010.070 Delegation of Administration
Article VII Administration 11.19.860 Innovative Residential Development	C 15434 Jan 2001. SMC 11.19.0321 Partial repeal Innovative Residential Development C34713; does not include 11.19.860.	PUD/Plans in Lieu List new SMC 17C.110; SMC 17C.060.170(D)(4), SMC 17E.040.060 Reasonable Use, SMC 17G.070.110, SMC 17G.070.200
Article VII Administration 11.19.880 Revisions of Approval	Not repealed; C15434 Jan 2001 Hearing Examiner approve revised development plans when not subject to Council action.	New SMC 02.005.040 ORD 34579 Oct 2010; SMC 17G.050.010 ORD 33578 EFF March 2005; SMC 17G.050.070 ORD 35816 Nov 2019
Article VII Administration 11.19.890 Amendment	Not repealed; C15434 Jan 2001 City Council amend zoning code after consideration and recommendation by Plan Commission	New SMC 02.005 - 02.05 C 35428 2016; C34579 2010; C35236 2015; C35356 2016. Unified Development Code: SMC 17G.025 UDC Amendment Procedure SMC 17G.025.010 (H) City Council Action C35536 Aug 2017; EFF Oct 2017



# STAFF REPORT

DEPARTMENT OF NEIGHBORHOOD AND PLANNING SERVICES

<b>To:</b>	Spokane City Council
<b>Subject:</b>	<ul style="list-style-type: none"><li>Spokane Municipal Code chapter 11.19 completion of repeal</li></ul>
<b>Staff Contact:</b>	Melissa Wittstruck (509) 625-6087 <a href="mailto:mwittstruck@spokanecity.org">mwittstruck@spokanecity.org</a>
<b>Report Date:</b>	July 14, 2020
<b>Hearing Date:</b>	August 3, 2020
<b>Recommendation:</b>	Approve

## I. SUMMARY

Department of Neighborhood and Planning Services staff, (NPS) has undertaken final repeal and closure of Spokane Municipal Code (SMC) Title 11, Regulation of Building and Land Use, chapter 11.19, Zoning Code. Over the years, as most of the Articles and Sections in 11.19 were transferred to the Unified Development Code in Title 17 and other SMC titles, some obsolete sections in 11.19 remained in a redundant, yet active state, lacking repeal process. This “twilight” status has created confusion for public users of the development code.

In addition to zoning or development standards, please note remaining sections include Article VII, Administration references to authority of various departments, such as Building Official, Parks, Historic Preservation, or boards and commissions. All sections proposed for repeal have been reviewed by an internal city staff team to ensure they have been transferred to either Title 17 of the Unified Development Code or updated in other Titles.

This repeal effort does not require any amendment to Title 17 and therefore, is not a Plan Commission agenda item. City Council will take legislative action on the repeal ordinance. In addition, the repeal(s) are categorically exempt from SEPA per WAC 197-11-800(19)(a)(b).

This staff report contains the SMC 11.19 Sections to be repealed, including their titles, and an access link.

## **II. RECOMMENDED ACTION**

Staff recommends that the City Council adopt the facts and findings of the staff report and approve the following proposed actions:

- (1) Approve an ordinance repealing sections of Spokane Municipal Code (SMC) chapter 11.19, completing the closure of this chapter, as researched, all sections have been moved to other titles in the SMC over several years of updates, clearing obsolete and redundant sections of code for public users of the SMC, consistent with Comprehensive Plan policy.
- (2) Approve an ordinance repealing the sections of chapter SMC 11.19:
  - As shown in Exhibit A, the draft ordinance, Exhibit B, Table of Repeal Sections, and supported by Exhibit C, Staff Report.

## **III. ANALYSIS**

### **SUMMARY OF PROPOSAL**

This proposal to repeal the remaining sections of SMC chapter 11.19 represent a housekeeping measure from the City Planning Department. Several City departments have updated or moved sections of this SMC chapter since the initial adoption of Spokane's Comprehensive Plan and subsequent SMC adoptions that ensured regulatory consistency with the overarching policy guidance over 20 years. These sections proposed for repeal represent remainders of code that are obsolete or redundant and, serving no further purpose, impede the efficient pursuit of development activity for the public.

## **IV. EXHIBITS**

- A. Briefing paper and proposed chapter SMC 11.19 sections for repeal consideration.
- B. Draft repeal ordinance.
- C. Planning Department staff report

**CHAPTER 11.19**  
**REGULATION OF BUILDING AND LAND USE - 2020 REPEAL ACTION LIST**

<b>SMC Chapter 11.19 Section/Title</b>	<b>Link</b>
11.19.095 mini storage	<a href="https://my.spokanecity.org/smc/?Section=11.19.095">https://my.spokanecity.org/smc/?Section=11.19.095</a>
11.19.100 R3 Multi-family zone	<a href="https://my.spokanecity.org/smc/?Section=11.19.100">https://my.spokanecity.org/smc/?Section=11.19.100</a>
11.19.132 B1 Special Districts	<a href="https://my.spokanecity.org/smc/?Section=11.19.132">https://my.spokanecity.org/smc/?Section=11.19.132</a>
11.19.230 Airport Districts	<a href="https://my.spokanecity.org/smc/?Section=11.19.230">https://my.spokanecity.org/smc/?Section=11.19.230</a>
11.19.255 Development Sensitive Overlay	<a href="https://my.spokanecity.org/smc/?Section=11.19.255">https://my.spokanecity.org/smc/?Section=11.19.255</a>
11.19.2560 Title Purpose Intent Severability	<a href="https://my.spokanecity.org/smc/?Section=11.19.2560">https://my.spokanecity.org/smc/?Section=11.19.2560</a>
11.19.275 Industrial Overlay Zone	<a href="https://my.spokanecity.org/smc/?Section=11.19.275">https://my.spokanecity.org/smc/?Section=11.19.275</a>
11.19.276 Industrial Overlay Zone Public Notice	<a href="https://my.spokanecity.org/smc/?Section=11.19.276">https://my.spokanecity.org/smc/?Section=11.19.276</a>
11.19.2858 Land Use Compatibility Table	<a href="https://my.spokanecity.org/smc/?Section=11.19.2858">https://my.spokanecity.org/smc/?Section=11.19.2858</a>
11.19.2912 Swale Percolation	<a href="https://my.spokanecity.org/smc/?Section=11.19.2912">https://my.spokanecity.org/smc/?Section=11.19.2912</a>
11.19.2914 Time For Completion-Security	<a href="https://my.spokanecity.org/smc/?Section=11.19.2914">https://my.spokanecity.org/smc/?Section=11.19.2914</a>
11.19.293 Transfer of Development Rights (TDR) Purpose	<a href="https://my.spokanecity.org/smc/?Section=11.19.293">https://my.spokanecity.org/smc/?Section=11.19.293</a>
11.19.325 Conversion Of Public And Semi-Public Facilities	<a href="https://my.spokanecity.org/smc/?Section=11.19.325">https://my.spokanecity.org/smc/?Section=11.19.325</a>
<b>Article VII Administration</b>	
11.19.720 Building Official	<a href="https://my.spokanecity.org/smc/?Section=11.19.720">https://my.spokanecity.org/smc/?Section=11.19.720</a>
11.19.730 City Council	<a href="https://my.spokanecity.org/smc/?Section=11.19.730">https://my.spokanecity.org/smc/?Section=11.19.730</a>
11.19.740 Fire Official	<a href="https://my.spokanecity.org/smc/?Section=11.19.740">https://my.spokanecity.org/smc/?Section=11.19.740</a>
11.19.750 Health Officer	<a href="https://my.spokanecity.org/smc/?Section=11.19.750">https://my.spokanecity.org/smc/?Section=11.19.750</a>
11.19.755 Hearing Examiner	<a href="https://my.spokanecity.org/smc/?Section=11.19.755">https://my.spokanecity.org/smc/?Section=11.19.755</a>
11.19.760 Historic Body	<a href="https://my.spokanecity.org/smc/?Section=11.19.760">https://my.spokanecity.org/smc/?Section=11.19.760</a>
11.19.770 Park Board	<a href="https://my.spokanecity.org/smc/?Section=11.19.770">https://my.spokanecity.org/smc/?Section=11.19.770</a>

**CHAPTER 11.19**  
**Regulation of Building And Land Use - 2020 Repeal Action List (cont)**

<b>SMC Chapter 11.19 Section/Title</b>	<b>Link</b>
11.19.780 Parks Director	<a href="https://my.spokanecity.org/smc/?Section=11.19.780">https://my.spokanecity.org/smc/?Section=11.19.780</a>
11.19.790 Plan Commission	<a href="https://my.spokanecity.org/smc/?Section=11.19.790">https://my.spokanecity.org/smc/?Section=11.19.790</a>
11.19.800 Engineering Services Director	<a href="https://my.spokanecity.org/smc/?Section=11.19.800">https://my.spokanecity.org/smc/?Section=11.19.800</a>
11.19.820 Zoning Director - Planning Director	<a href="https://my.spokanecity.org/smc/?Section=11.19.820">https://my.spokanecity.org/smc/?Section=11.19.820</a>
11.19.830 Zoning Board	<a href="https://my.spokanecity.org/smc/?Section=11.19.830">https://my.spokanecity.org/smc/?Section=11.19.830</a>
11.840 Zoning Board Of Adjustment	<a href="https://my.spokanecity.org/smc/?Section=11.19.840">https://my.spokanecity.org/smc/?Section=11.19.840</a>
11.19.860 Innovative Residential Development	<a href="https://my.spokanecity.org/smc/?Section=11.19.860">https://my.spokanecity.org/smc/?Section=11.19.860</a>
11.19.880 Revisions Of Approval (Hearing Examiner)	<a href="https://my.spokanecity.org/smc/?Section=11.19.880">https://my.spokanecity.org/smc/?Section=11.19.880</a>
11.19.890 Amendment (City Council)	<a href="https://my.spokanecity.org/smc/?Section=11.19.890">https://my.spokanecity.org/smc/?Section=11.19.890</a>