

REGULAR MEETING NOTICE/AGENDA OF THE SPOKANE CITY COUNCIL

MEETING OF THURSDAY, JUNE 27, 2024, 11:00 A.M. – CITY COUNCIL CHAMBERS

A regular meeting of the Spokane City Council will be held at **11:00 A.M. on Thursday, June 27, 2024**, in City Council Chambers - City Hall 808 W. Spokane Falls Blvd. The meeting can also be accessed live on CityCable5 and streamed online at <https://my.spokanecity.org/citycable5/live/> and <https://www.facebook.com/spokanecitycouncil> or by calling 408-418-9388 and by using access code 2491 436 7432.

The meeting will be conducted in a study session format and will be open to the public both virtually and in person. No legislative action will be taken. No public testimony will be taken, and discussion will be limited to appropriate officials and staff.

Executive Session

At any time during or after the regular Study Session Agenda, the City Council may choose to adjourn into Executive Session for the purpose of discussing privileged legal matters. This portion of the meeting would be closed to the public pursuant to RCW 42.30.110.

Agenda:

[Regional Homeless Initiative Update - Commissioner Amber Waldref
\(45 min\)](#)

[DSC Fee Study Update - Tami Palmquist & Consultant Staff \(45 min\)](#)

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



REGIONAL HOMELESSNESS COLLABORATION

5.30.24

CURRENT CHALLENGES IN SPOKANE COUNTY REQUIRE A NEW APPROACH TO HOMELESSNESS

- Increasing rates of homelessness
- Co-occurring issues
- Lack of regional strategy
- Siloed resources
- Constant competition for dollars making it difficult to achieve sustained progress
- Community overwhelmed by growing needs vs. availability of housing and health/community services



REGIONAL COLLABORATION- OUR JOURNEY SO FAR

- First meetings in February 2023
- Joint statement on due diligence period March 2023
- Multiple meetings and discussions between elected leaders
- Volunteer consultants drafted recommendations and presented June 28th

JUNE 30, 2023 RECOMMENDATIONS

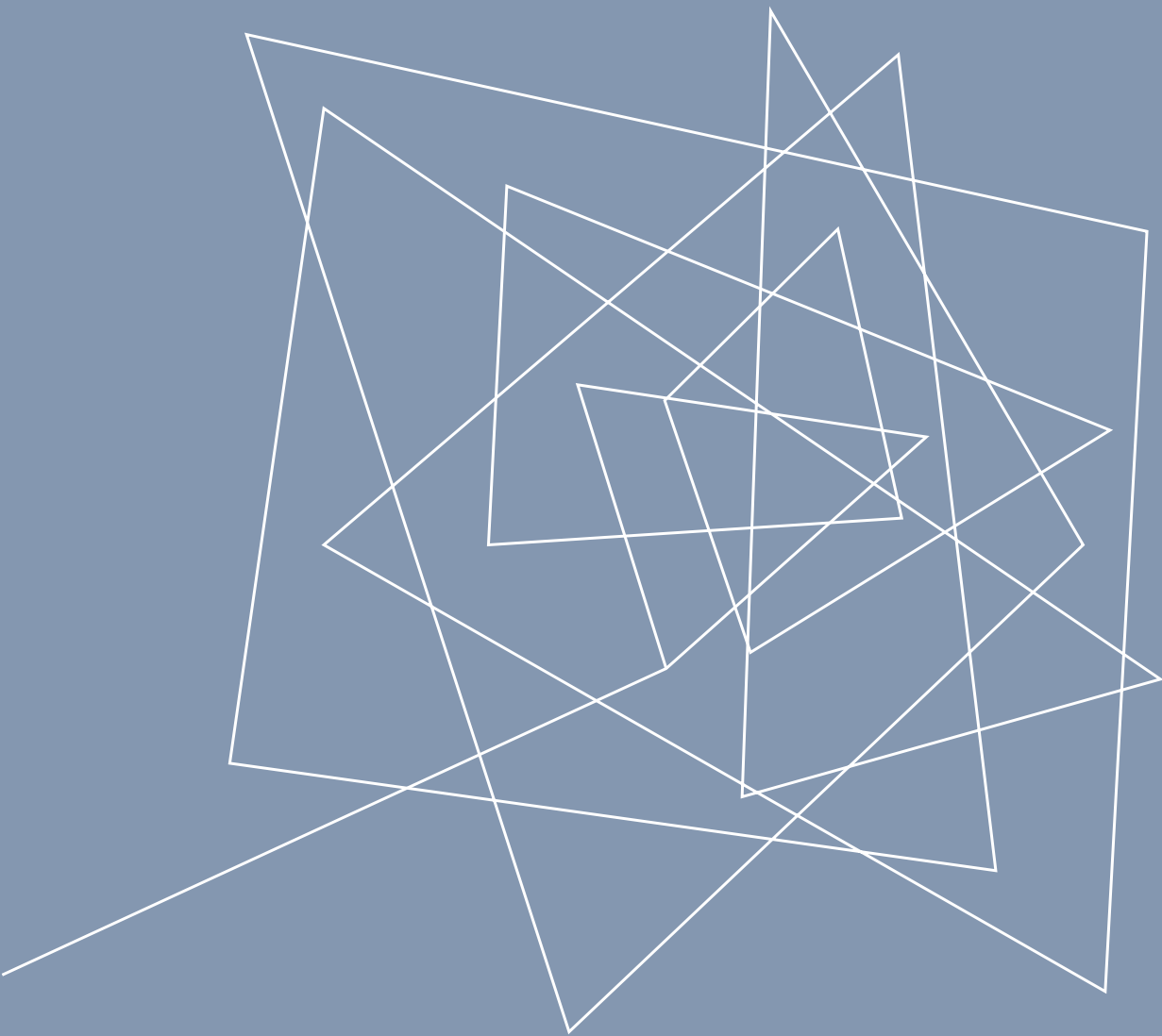
- Single purpose, regional authority
- PDA structure
- Organization focused on measurable progress
- Local, State and Federal funding consolidated
- Staffing at City/County assigned to authority
- 13-member governing board -- mix of elected leaders and community sector expertise
- Board hires CEO
- Various partner boards coordinate with authority (COC, etc)

RECOMMENDED 2-YEAR OBJECTIVES

Housing: 40% reduction in unsheltered homeless

Health: Establish integrated resource center

Safety: Diversion & detention



CONCERNS AND COMMUNITY FEEDBACK

CONVERSATIONS CONTINUE, AND MORE VOICES ARE INCLUDED

Additional Discussion

- Council of Governments dialogue
- Focused on organizational structure, not guiding principles
- Discussion in three key areas
 - Funding streams
 - Board make-up
 - Length of commitment

Ground Rules for Participation

- Included more voices at the table
- Open to the public via zoom and in person
- Still focused on dialogue between elected leaders, but getting real-time feedback from providers and COC Board leadership

INITIAL CONSULTANT PROPOSAL- PDA BOARD MAKEUP

13 Board Members Total:

- 5 Standing members from participating jurisdictions
 - City of Spokane Mayor/City Administrator
 - Spokane City Council
 - County Commissioner
 - Valley City Council- one member
 - Small Cities Representative- one member
- 8 Non-Elected appointed sector representatives selected by entire PDA Governing Board from recommendations submitted by PDA Executive Director
 - Housing Public
 - Housing Private
 - Medical
 - Behavioral Health
 - Public Safety
 - Lived Experience
 - Business
 - Philanthropy

WHERE WE ENDED- PDA GOVERNING BOARD

14 Board Members Total:

8 Standing Representatives from County/City Governmental Jurisdictions:

- City of Spokane- 2 (Administration & Council)
- Spokane County- 2 (Board of County Commissioners)
- Spokane Valley- 2 (Mayor/Council)
- Small Cities Representatives-2

1 Standing Representative from Non-City/County Governmental:

- Tribal (Regional Tribal Selection)

5 Sector County Representatives:

- Lived Experience
- Continuum of Care Board Chair
- Business
- Health (Medical / Behavioral Health)
- Housing (Public / Private)

***COC Board independent but coordinating with the PDA Governing Board – potential to provide input on other funding streams.**

Executive Committee: Appointed Annually by Governing Board: CEO/Chair (standing), Vice Chair, Treasurer & Secretary

**PDA could become the “HUD Collaborative Applicant” with the COC Board if agreed to by COC and approved by HUD.*

Funding Options Reviewed

Draft Recommended Funding: "BASE"

OPTION	SCOPE	FUNDING	PLAN	AUTHORITY
BASE	<ul style="list-style-type: none"> • Regional Homelessness 	Regional Federal/State Pass-Thru: <ul style="list-style-type: none"> • \$7M Continuum of Care (HUD) • \$9M Consolidated Homeless Grant (Commerce) • \$4M Housing and Essential Needs (Commerce) 	Regional Homelessness Plan	COC CHHS Board BOCC
BASE+	<ul style="list-style-type: none"> • Regional Homelessness • Behavioral Health 	<ul style="list-style-type: none"> • \$450K Emergency Solutions Grant (HUD) • \$3M Recording Fees Homelessness (State) • \$8M 1590 Behavioral Health/Housing (City Spok) • \$18M County-wide Mental Health 1/10 (Regional) 	Various County and Cities Plans	COC CHHS Board BOCC Regional City Councils & Mayors
FULL	<ul style="list-style-type: none"> • Regional Homelessness • Behavioral Health • Affordable Housing 	<ul style="list-style-type: none"> • \$5M HUD Entitlement – CDBG • \$2M HUD Entitlement – HOME • \$1.5M Recording Fees - Affordable Housing (State) • \$1M 1406 Affordable/Supportive Housing (State) 	Various County and Cities Plans	COC CHHS Board BOCC Regional City Councils & Mayors

OTHER TOPICS & AGREED UPON NEXT STEPS IN NOV 2023

- Update the Charter with suggested changes
- Community input on draft changes
- Council of Governments meeting in Jan/Feb
- Opportunities for public engagement and comment

The image features a solid blue background. On the left side, there is a complex, abstract white line drawing consisting of several overlapping, irregular polygons and lines that create a sense of depth and movement. The lines are thin and white, contrasting sharply with the blue background.

WHAT'S NEXT?



City of Spokane Development Services

Council Study Session Development Services Fee Study

Shivani Lal, Project Manager
Evan Coughlan, Sr. Analyst
Jeffrey Swanson, Project Advisor
06/27/2024



Background

- **DSC - Enterprise vs General Fund**
- **No fee increase in roofing, plumbing, electrical, mechanical, land use and ROW permits since 2008**
- **Plan review and building permit fees based on ICC job values**
- **From 2008-2024 inflation increased 48.8%**



Current State

- **Very few staff added since 2008**
- **Record number of permits issued over last 3.5 years**
- **Current staffing not sustainable, causing difficulties for employees and customers**

Study Overview

- **Development Services Comprehensive Fee Study**
 - » Building
 - » Current planning
 - » Development Engineering
- **Study Scope**
 - » Stakeholder Engagement and Service Levels
 - » Best Practices and Process Improvement
 - » Incentives for Development
 - » Comprehensive Technical Analysis
 - Staffing Level Analysis
 - Full Cost of Service and Cost Recovery Analysis
 - Technology Surcharge Survey





Stakeholder Interviews

- ◆ **Eight Interviews Completed**
- ◆ **Interviewee Profiles: Single family residential, middle housing, multi-family, mixed use, and commercial**
- ◆ **Competitive Building Fees**
- ◆ **Concerns on GFCs**
- ◆ **Staff Satisfaction**
- ◆ **Technology Use**
- ◆ **Cost Recovery for Technology**



Fee Structure and Incentive for Development

- ◆ **Policy Incentives:**
 - ✓ Continue using MFTE (Multi-Family Tax Exemption) and Parking2People incentives.
- ◆ **Expedited Review Fee:**
 - ✓ Consider adding a fee for expedited review.
 - ✓ Benefits and equity implications thoughtfully discussed.
 - ✓ Emphasize general process improvements (Lean, CI approaches, tech investments) to reduce process time and enhance business ease with the City.





Fee Structure and Incentive for Development (continued)

- ◆ **Middle Housing Development:**
 - ✓ Review and improve project scale requirements, especially utilities and streets.
 - ✓ Review off-street parking requirements.
- ◆ **Preapproved Building Plans:**
 - ✓ Consider preapproved plans for suitable residential developments (SFR detached and attached) to expedite review timelines.
- ◆ **Fee Reductions and Subsidies:**
 - ✓ Consider policy for fee reductions, waivers, and subsidies for high-priority development types (affordable housing, middle housing, target employment types/traded sectors).

Best Practices

- ◆ **Middle Housing Initiatives:**
 - ✓ Zoning code changes incentivize development.
 - ✓ Address engineering and utilities policies that impede project scale economies.
- ◆ **Impact Assessment:**
 - ✓ Use case studies and benchmarking to assess the impact of proposed fee increases on residential and commercial projects.





Best Practices – continued

- ◆ **Regular Fee Review:**
 - ✓ Regularly review fees and charges to keep pace with rising costs and needed investments in resources, technology, and infrastructure.
 - ✓ Aim to smooth the impact of cost increases over time.
- ◆ **Case Management Improvement:**
 - ✓ Enhance integration of development engineering and utilities department reviews.
 - ✓ Ensure first-round comments are comprehensive and consolidated.
 - ✓ Maintain consistency in subsequent comment rounds with prior reviews.
- ◆ **Holistic Policy Implementation:**
 - ✓ Align all related functions and departments with broad policy goals and objectives.

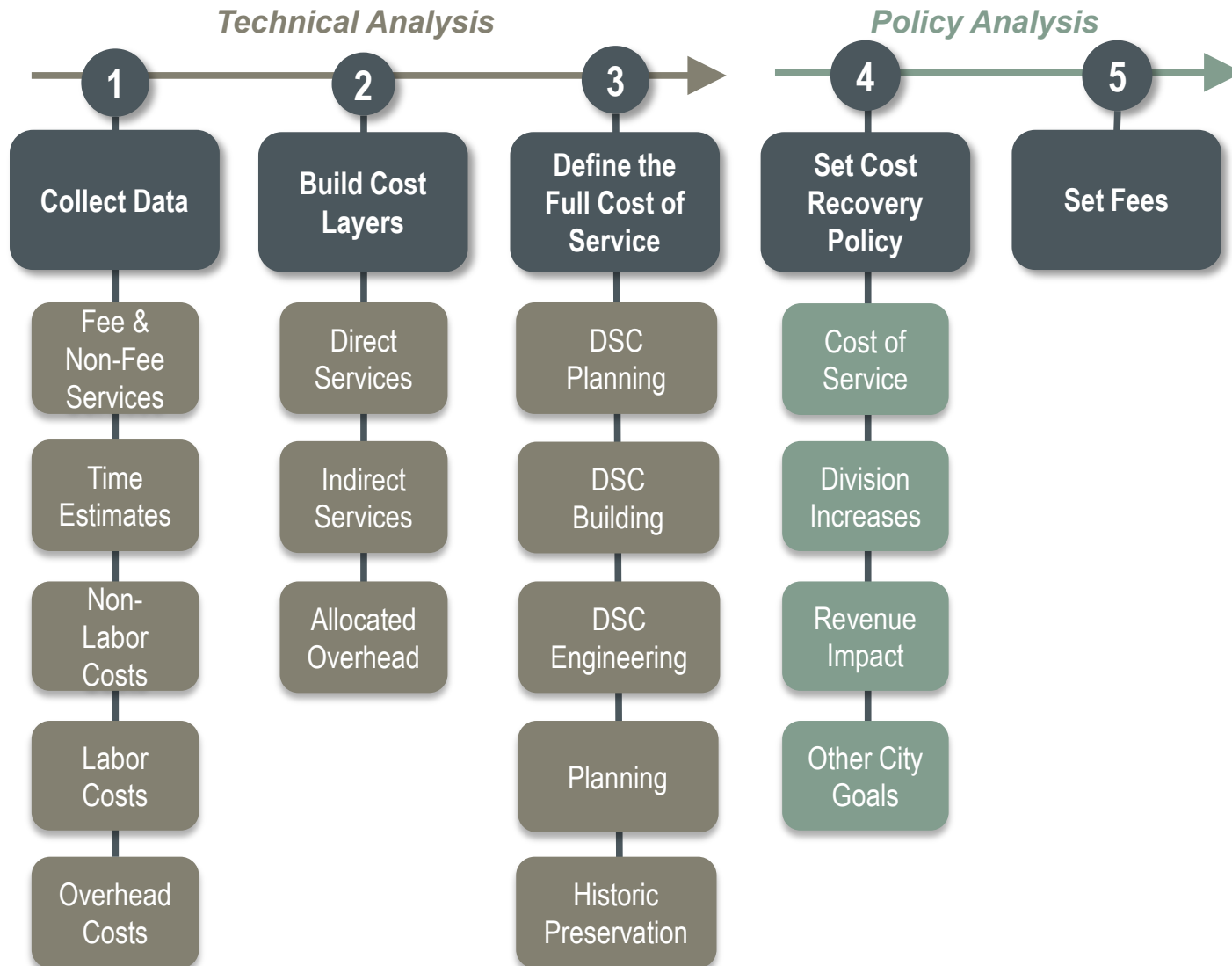


Staff Level Analysis

- ◆ **Permit data for 2013-2023 analyzed**
- ◆ **Modeling considers:**
 - Level of effort for each permit type by division (building, planning, engineering)
 - 2023 available hours for each division
 - Sufficiency of capacity to actual demand
- ◆ **Analysis will provide recommendations for staffing levels**



Technical Analysis - Project Approach





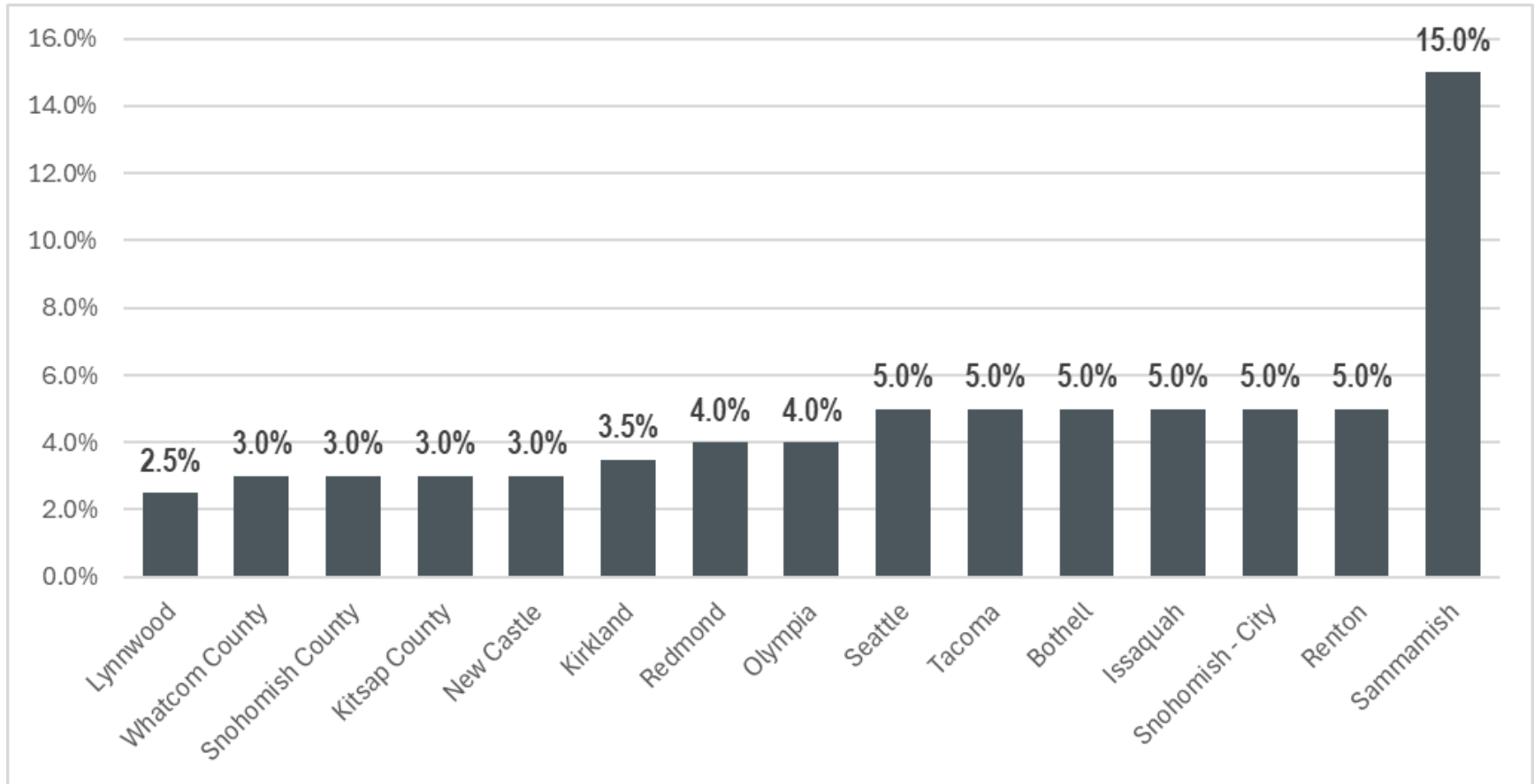
Interjurisdictional Comparison

- ◆ Spokane County
- ◆ Spokane Valley
- ◆ Vancouver
- ◆ Tacoma
- ◆ Seattle
- ◆ Boise
- ◆ Post Falls





Technology Surcharge Survey





Message from DSC Director

- **Review after implementation of new permit system**
- **Regular future reviews**
- **Service levels decrease with higher permit activity**
- **Additional staff will help balance this impact**

- **Next Steps**
 - City to review the fee model
 - Draft Report August

Thank you!

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