

# Downtown Spokane

**BUSINESS IMPROVEMENT DISTRICT**  
2026 management plan



Prepared by



**DOWNTOWN  
SPOKANE**  
PARTNERSHIP



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*As we celebrate 30 years of BID management, the Downtown Spokane Partnership (DSP) remains proud to deliver daily, visible impact through our dedicated 7-day-a-week team. Ratepayer investment continues to make downtown safer, stronger, and more connected – one project, one street, and one partnership at a time. We recognize that the path ahead is not without challenges, yet with ongoing commitment, we are confident that downtown Spokane’s best days are still ahead.*

~ Emilie Cameron  
President & CEO  
Downtown Spokane  
Partnership



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@DowntownSpokane

# ABOUT THE Downtown Spokane BUSINESS IMPROVEMENT DISTRICT (BID)

When business and property owners pool assessments, the collective impact exceeds that of any single entity. Annual Ratepayer assessments provide stable funding for community priorities and services, benefiting all Ratepayers in the four zones of the BID. Combined with private investments, grants, and contributions from the DSP, the BID enhances economic vitality and beautification, fostering livability and community in downtown Spokane.

The BID prioritizes key areas that support a thriving downtown for businesses, employees, residents, shoppers, and visitors. Like other BIDs nationwide, assessments fund programs that improve safety, cleanliness, activity, promotions, and business retention and recruitment.

## safe & clean

DSP Ambassadors work seven days a week providing security and hospitality services to assist employees, residents and visitors while the Clean Team keeps sidewalks clean and clear, remove garbage and graffiti and maintain planters throughout downtown.

## economic vitality

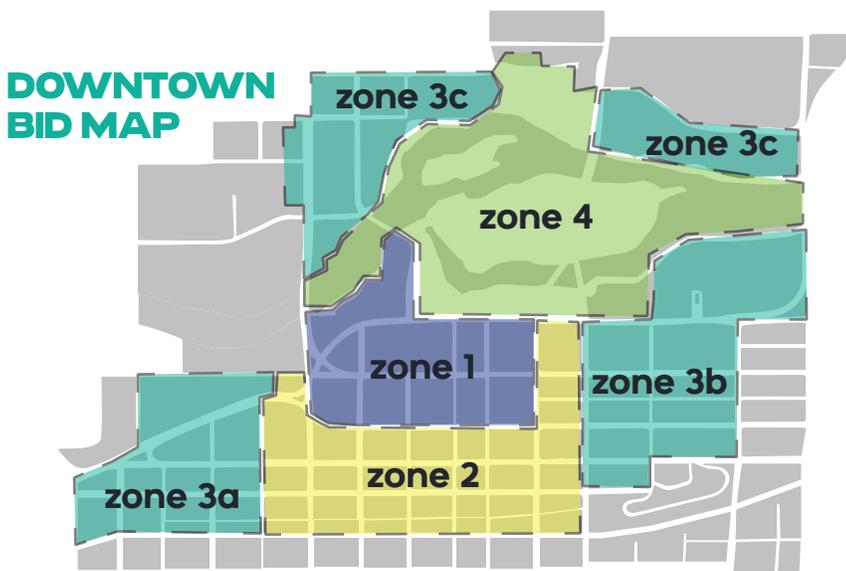
Business support is key to economic vitality. The BID aids ground-floor and skywalk retailers, engages office employees, and fosters investment to boost downtown tenancy. Additionally, the BID manages ParkSpokane programs to enhance parking options.

## marketing, activation & events

The BID promotes local businesses, leads cooperative marketing campaigns and supports activations and events to boost shopping, dining, and entertainment options that energize downtown, promote activity and support a vibrant place.

## special projects & administration

The BID supports mobility, urban planning and enhancements from art to lighting and other beautification initiatives that improve the public spaces of downtown while working closely with the City to support downtown vitality.



## 2025 RATEPAYER ADVISORY BOARD

### chair

Andrew Leeper, ALSC Architects  
*Zone 2*

### vice chair / treasurer

Doug Kapelke, STCU  
*Zone 3B*

### secretary

Wendy Goshey, Nordstrom  
*Large Retail*

### legal

Tanya Lawless, Kutak Rock LLP  
*Professional 3/Legal*

### at large member

Terra Coulter, Studio One  
*Zone 3A*

Bobby Enslow, Indaba Coffee  
*Zone 1*

Nick Czapl, Stone Group  
*Zone 3C*

Jason Conley, Riverfront Park  
*Zone 4*

Carrie Kennedy, 809 Condos  
*Residential*

Mark Howard, Railroad Condos  
*Residential*

Jessica Atkinson, Sweet Frostings  
*Small Retail*

Doyle Wheeler, First Avenue Coffee  
*Small Business*

Clayton McFarland, Goodale & Barbieri  
*Large Business*

Shakara Heaton, Cowles Real Estate  
*Professional 1/Prop Mgmt*

Jack Schneider, NAC Architecture  
*Professional 2/Engineering*

JM Larson, Richards Merrill Wealth  
Management  
*Professional 4/Accounting*

Guy Ottersen, Canopy Credit Union  
*Nonprofit*

CM Jonathan Bingle, City of Spokane  
*City of Spokane*

Sandra Jarrard, Spokane Public Schools  
*District 8I*

Capt. Kurtis Reese, Spokane Police Dept.  
*Safety/Ex-Officio*

# ASSESSMENT POLICIES

1. Assessments are based upon four zones. Within each zone, the city will levy and collect special assessments at different rates based on the entity being a tenant or property. A map of the benefit zones can be found at [downtownspokane.org](http://downtownspokane.org)
2. Each property, including its tenants, shall be assessed under both the tenant and property owner formulas.
3. No historic tax credit or other exemptions that would decrease the assessed value of land or improvements will be used to calculate the annual property assessment.
4. A minimum assessment of \$116.25 is levied for each eligible tenant and/or property parcel within the BID. Square footage may be combined for office or retail tenants occupying multiple spaces in one building to meet the minimum.
5. Public parks will be assessed for both property and tenancy at one rate per number of acres.
6. Hotels and motels will be assessed for both property and tenancy at one rate per number of rooms. Commercial tenants located in hotels are assessed at the corresponding tenant rate.
7. All parking that is open and accessible to the public, including hotel lots and garages, for which a fee is charged, shall be assessed on the same basis as commercial parking. For purposes of this assessment, commercial parking is defined as a parking space that is open and accessible to the public for which a charge is assessed for the privilege of parking a vehicle in the parking space for a set time.
8. The property owner of record shall be responsible for apartment and parking assessments. While an alternate contact may be provided (e.g. property manager), the property owner is responsible for the assessment.



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# DOWNTOWN BID GUIDE

Chapter 4.3I of the Spokane Municipal Code (SMC), as originally adopted in Ordinance No. C-32923 and as subsequently amended by the City Council, provides for the levy of special assessments upon businesses and properties within the area designated as the Downtown Business Improvement District (BID). The City of Spokane will levy and collect special assessments on an annual basis within the BID from tenants and property owners according to the following assessment formula.

## I. TENANT ASSESSMENT FORMULA

All tenant assessments are based upon square footage of space per lease except where noted. There is an annual minimum assessment of \$116.25 per tenant.

Type of Tenant	Zone 1	Zone 2	Zone 3	Zone 4
Retail Tenants -Ground floor and skywalk	\$0.35	\$0.20	\$0.16	-0-
Office Tenants -Ground floor and skywalk	\$0.20	\$0.19	\$0.15	-0-
Office and Retail Tenants -Upper floors and basement	\$0.15	\$0.14	\$0.12	-0-
Manufacturing Tenants	\$0.15	\$0.14	\$0.12	-0-
Commercial Parking -per space assessment	\$4.82	\$4.02	\$3.21	-0-
Commercial Theaters -per seat assessment	\$4.02	\$3.06	\$2.58	-0-
Apartments -per unit assessment	\$6.44	\$5.62	\$4.82	-0-

## II. PROPERTY OWNER ASSESSMENT FORMULA

Property owner assessments are based upon current values for land plus improvements, no exemptions, and are calculated at a rate per \$1,000 of total assessed value. Each property, including its tenants, shall be assessed under both the tenant and property owner formulas. There is an annual minimum assessment of \$116.25 per property parcel.

Type of Owner	Zone 1	Zone 2	Zone 3	Zone 4
Private Property	\$1.16	\$1.16	\$0.74	-0-
Government	\$0.84	\$0.84	\$0.64	-0-
Residential/Condominiums -per unit assessment	\$0.64 up to a max of \$227.21	\$0.64 up to a max of \$227.21	\$0.42 up to a max of \$227.21	-0-
Public Facilities District	\$0.33	\$0.33	\$0.33	-0-

Combined Tenant/Owner	Zone 1	Zone 2	Zone 3	Zone 4
Hotels and Motels -per room assessment	\$32.15	\$32.15	\$32.15	-0-

## III. GOVERNMENT PARK PROPERTY ASSESSMENT FORMULA

Type	Zone 4
Public Parks -per acre assessment	\$192.31

## IV. GENERAL EXEMPTIONS

The following will be exempt from special assessments, but may choose to voluntarily pay an assessment to receive BID services:

1. Tenants and property owners recognized under Section 501(c)(3) of the Internal Revenue Code as a tax exempt non-profit charitable organization.
2. Government agencies exempt from taxation pursuant to state or federal law.
3. Organizations conducting business in the BID less than 30 days per year.

# 2025 YEAR IN REVIEW

BID assessments collectively fund supplemental services and improvements within the defined BID service area, enhancing—not replacing—existing municipal services. Guided by the BID Ratepayer Advisory Board and feedback from BID Ratepayers, BID programs and services are consistently evaluated and adjusted to meet downtown Spokane’s evolving needs.

## IN 2025, ASSESSMENTS SUPPORTED

### supporting safe & clean public spaces

- Supporting Safe and Clean Public Spaces
- Security & Hospitality Ambassadors deployed 7 days a week.
- Expanded coverage to 8 p.m. daily.
- Completed 13,808 service calls, wellness checks, and business contacts.
- Collected 12,311 bags of trash and cardboard boxes.
- Removed 2,581 graffiti tags.
- Maintained 212 planters and hanging baskets.
- Power washed sidewalks and cleared snow across 80 blocks. Improved real-time reporting and response times.
- Held monthly downtown safety meetings.
- Partnered with STARS Car 50 for transport to treatment services. Coordinated with service and housing providers for unhoused individuals.

### enhancing economic vitality

- Supported 25 grand openings and ribbon cuttings.
- Awarded \$26,000 in façade and repair grants.
- Promoted 60+ businesses through the "Spokane is Downtown" campaign.
- Contributed to 143 positive media stories.
- Celebrated the 3rd annual Best in BID awards.
- Reached 1.5M social media followers, 133% above 2024 levels.
- Updated business directory, parking info, and event listings daily.
- Sent weekly emails to 8,000+ subscribers.
- Launched City Squad Club, inducting 700 employees and visitors as members.
- Published a Downtown Housing Study showing need for 3,200 more market-rate units.

- Encouraged redevelopment of underused properties for housing
- Released quarterly market factsheets on economic trends
- Validated parking for EasyPark customers.
- Promoted user-friendly parking options including ShuttlePark

### expanding programming, events & place activation

- Supported 50+ events and activations, welcoming 2.6M visitors.
- Assisted event producers with permitting for public space activation.
- Worked with Spokane Arts to clean/repair 8 murals and add 5 mini murals.
- Engaged 150+ volunteers in Spring and Fall Clean Weeks.
- Planted 20,000+ flowers, grasses, and plants.
- Launched a street tree pilot with the City of Spokane.
- Maintained 100,000+ decorative light bulbs.
- Improved 3 alleys with lighting and art.
- Installed seasonal décor for Lilac Lane and holiday activations across 15 blocks.

### managing administration & special projects

- Maintained business and property ownership database for accurate billing.
- Hosted annual meeting with ratepayers.
- Held 6 Ratepayer Advisory Board meetings.
- Conducted a ratepayer survey in September.
- Managed annual workplan and operating budget.
- Maintained BID financial accounts in compliance with GAAP, RCW, SMC, and reserve requirements.
- Completed an independent audit of expenditures.

Supported **5** new cultural events



Gained **11,861** followers across social platforms



**4,463** bags of trash & **7,848** cardboard boxes collected

**2,670** ambassador contacts with businesses & citizens



Hosted **150+** clean-up volunteers

Made **8,468** security contacts





**“i see the clean team almost every day. they try really hard. and if there's times over a weekend when things are really bad, i call them and they come. i'm impressed with the clean team and their focus. they're always around and always trying.”**

~ Mark Kartchner  
Owner Kartchner Engineering

**30**  
*Years*

## 2026 WORKPLAN

A strong downtown doesn't happen by accident. It requires daily, coordinated, on-the-ground-work that keeps the heart of Spokane safe, clean, vibrant, and economically competitive. As the manager of the Downtown Business Improvement District (BID), the Downtown Spokane Partnership (DSP) delivers this essential work every single day.

The DSP is downtown's dedicated steward: deploying ambassadors, maintaining public spaces, supporting businesses, and advancing policies and partnerships that strengthen the urban core. With decades of experience, regional leadership, and deep collaboration with local businesses, service providers, and government partners, the DSP ensures that Ratepayer assessments translate into tangible improvements throughout downtown.

In 2026, the BID Management Plan focuses resources on the priorities identified by Ratepayers and the BID Ratepayer Advisory Board (RAB). Even amid rising costs, the DSP continues to secure sponsorships, grants, and partnerships that sustain and expand service levels throughout the BID. This approach maximizes every dollar, keeps downtown moving forward and ensures it remains a place where businesses thrive, residents feel connected, and visitors want to spend time.

### safe & clean public spaces

We are committed to maintaining a welcoming, well-cared-for downtown every day. In 2026 we will:

- Deploy Security & Hospitality Ambassadors and Clean & Green Ambassadors daily across the BID.
- Launch seasonal emphasis patrols in high-traffic areas to enhance the sense of safety.
- Expand education and assessments that support safer, more inviting spaces.
- Remove graffiti, clean sidewalks, sweep debris, and maintain crosswalk access year-round.
- Strengthen reporting systems to respond quickly to service requests and emerging issues.
- Provide continuous training for Ambassadors in safety, crisis response, and customer service.
- Coordinate closely with City departments and local outreach and security partners.
- Support navigation to housing and services for individuals experiencing homelessness or behavioral health challenges.
- Promote accurate reporting through 3-1-1 and local law-enforcement channels.

### economic vitality & marketing

A healthy downtown economy is vital to Spokane's success. In 2026 we will:

- Share biweekly updates with Ratepayers and improve downtown's online presence, event listings, and business resources.
- Promote positive messaging that builds confidence among businesses, employees, residents, and visitors.
- Help businesses access information, resources, and support.
- Elevate downtown businesses through storytelling, media partnerships, and targeted promotions.
- Drive foot traffic through seasonal and year-round marketing campaigns.
- Connect downtown employees with retail and hospitality offerings.
- Strengthen partnerships that expand opportunities for historically marginalized communities.
- Provide market insights to help fill vacant spaces and support business recruitment.
- Advocate for policies and projects that grow jobs, housing, and redevelopment.
- Promote the full range of parking and transportation options that make downtown easy to access.

### activation & enhancement of public spaces

Vibrant public spaces encourage people to linger, explore, and return. In 2026, we will:

- Maintain street tree lights, banners, planters, hanging baskets, trash-can posters, and holiday decorations.
- Partner with Urban Forestry to maintain and improve street trees.
- Activate underused spaces with programming and events.
- Support event planners with guidance, coordination, and promotion.
- Partner on public art projects that reflect Spokane's diverse communities.
- Implement beautification efforts that enhance walkability and sustainability.
- Encourage infrastructure investments that make more public space programming possible.

### management & accountability

Strong management ensures transparency, efficiency, and responsible stewardship of public dollars. In 2026, we will:

- Maintain accurate business and property records for assessment billing.
- Host the annual Ratepayer meeting and support quarterly advisory board and committee meetings.
- Conduct an annual Ratepayer survey to guide priorities.
- Develop the annual workplan and budget based on community needs and board input.
- Maintain financial compliance with state and local laws and national accounting standards.
- Deliver an independent audit for full transparency.



**“i just wanted to share a quick update about the positive impact dsp is having on our small business. after your instagram post we saw a bump in website visits and a great increase in instagram followers.**

**thank you so much for the support and for helping get the word out about our small business. we're really grateful.”**

~ Jonna & Jade, The Vow Room

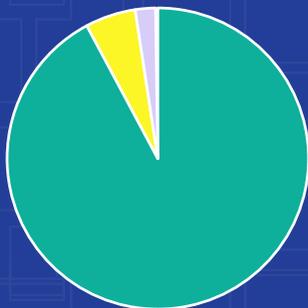


### BUDGET GOALS

- Maintain BID services, with focus on safe & clean programs.
- Support business retention and efforts to reduce storefront vacancy.
- Activate and enhance public spaces with programming and events.
- Continue to strategically invest budget reserves.

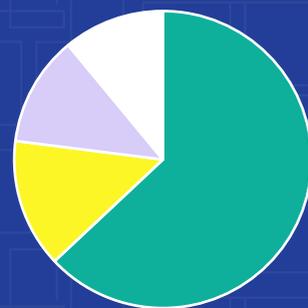
### INCOME | \$1,852,063

assessment revenue | 92%  
charges for services | 5%  
event & program revenue | 3%



### EXPENSES | \$1,909,526

common area services | 63%  
programming & place enhancement | 14%  
administration | 12%  
economic vitality | 11%



### BID FINANCIAL POSITION 2026 PROJECTION

Beginning Balance \$268,000  
Net Operating Income \$14,418  
One Time Projects (\$54,350)

**Projected Ending Balance \$228,068**

# 2026 BUDGET

Because the BID accumulates reserves over time, a single year with expenses exceeding revenue does not create a cash shortage. The BID enters each fiscal year with sufficient fund balance to cover planned operations and board-designated investments.

	<u>Budget</u>
<b>Revenue</b>	
Assessment Revenue	\$ 1,725,019.00
Event & Program Revenue	\$ 40,075.00
Charges for Services	\$ 100,000.00
Interest Revenue	\$ 4,500.00
<b>Total Revenue</b>	<b>\$ 1,869,594.00</b>
<b>Expenditures</b>	
<b>Administration</b>	
Board & Governance	\$ 5,375.00
Administration	\$ 277,287.00
<b>Total Administration</b>	<b>\$ 282,662.00</b>
<b>Common Area Services</b>	
Common Area Services Administration	\$ 215,294.00
Public Safety & Security	\$ 469,060.00
Cleaning & Beautification	\$ 467,489.00
<b>Total Common Area Services</b>	<b>\$ 1,151,843.00</b>
<b>Economic Vitality</b>	
Administration	\$ 210,631.00
Business Support Programs	\$ 5,500.00
Downtown Marketing	\$ 3,050.00
Ratepayer Services	\$ 2,500.00
<b>Total Economic Vitality</b>	<b>\$ 221,681.00</b>
<b>Programming &amp; Place Enhancement</b>	
Programming & Place Enhancement Administration	\$ 163,915.00
Community Events, Promotions, & Festivals	\$ 40,075.00
Place Activation	49,350.00
<b>Total Programming &amp; Place Enhancement</b>	<b>\$ 253,340.00</b>
<b>Total Expenditures</b>	<b>\$ 1,909,526.00</b>

