



DOWNTOWN SPOKANE BUSINESS IMPROVEMENT DISTRICT

RATEPAYER ADVISORY BOARD MEETING

WHEN: 8:30AM-10AM Wednesday, March 25, 2026
WHERE: 818 W Riverside Ave. Ste 650, Spokane, WA 99201
JOIN VIRTUALLY: [Join the meeting now](#) Meeting ID: 246 094 552 121 4 **Passcode:** RK6PR3nh

March 2026 Meeting Agenda

8:30AM	Call to Order	(Kapelke)
8:31AM	Public Comment	
8:35AM	Board Welcome	(Kapelke)
8:55AM	Presentation 2026 City of Spokane Construction	(Dan Buller)
9:05AM	Update Website Launch	(Hooker)
9:20AM	BID Board Overview	(Cameron)
9:30AM	Consent Items	(Kapelke)
	• <u>Action:</u> Approve January & February BID RAB Meeting Minutes	
9:35AM	Treasurer's Report: 2026 YTD BID Financials	(Larson)
9:45AM	Board Member Updates	(Kapelke)
9:55AM	DSP President's Update	(Cameron)
10:00AM	Adjourn	(Kapelke)

Members of the public may submit comments on actions items in writing. All comments must be received by Tuesday, March 24, 2026. Comments may be emailed to BIInfo@downtownspokane.org or mailed to:

Downtown Spokane Partnership
SUBJECT: BID BOARD – MARCH 2026 COMMENTS
818 W Riverside Ave.#120
Spokane, WA 99201



**BUSINESS IMPROVEMENT DISTRICT
RATEPAYER ADVISORY BOARD
MEETING MINUTES**

8:30AM-10AM Wednesday, January 21, 2025
818 W Riverside Avenue, Sixth Floor, Spokane, WA 99201
Meeting ID: 224 881 137 991 **Passcode:** sP2Le3U3

- Attendance:** JM Larson, Shakara Heaton, Doug Kapelke, Andrew Leeper, Bobby Enslow, Captain Kurtis Reese, Sandra Jarrard, Doyle Wheeler, Wendy Goshey, Terra Coulter, Jason Conley, Clayton McFarland, Tanya Lawless, Guy Otterson, CM Sarah Dixit
- Absent:** Mark Howard, Nick Czaplak, Jack Schneider, Jessica Atkinson
- Guests & Staff:** Spencer Gardner (City of Spokane), Amanda Beck (City of Spokane, Emilie Cameron, Kevin Campbell, Brandon Dewey, Elisabeth Hooker, Karianne Jackson, Mariana Redder
- Call to Order:** Leeper called the meeting to order 8:31AM
- Consent Items:** Leeper called for the approval of the November 2025 BID RAB meeting minutes. *Lawless moved, McFarland seconded, unanimously approved.*
- Financials:** Larson reviewed 2025 YTD BID financials

2026 Ratepayer Advisory Board Nominations

Cameron reviewed the slate put forward by the RAB nominating committee for 2026, including two new additions to the board: Jason Ramsey, KHQ (Zone 3A) and Doyle Wheeler, First Avenue Coffee (Zone 2). Cameron also explained the shift of current board members into positions that reflect their interests, including Terra Coulter from Zone 3A to Small Business and Andrew Leeper from Zone 2 to Professional-Architecture/Engineering. Annual appointments are Council Member Sarah Dixit, D-1 (1st Term), Spokane School District 81, Sandra Jarrard, SPS 81 (2nd Term), and Captain Kurtis Reese from Spokane Police Department Downtown Precinct (2nd Term).

ACTION: Leeper called for a motion to advance the 2026 Ratepayer Advisory Board Nomination Slate for election by Ratepayers. *Enslow moved, Lawless seconded. Unanimously approved.*

Cameron also reviewed the proposed 2026 BID Executive Committee citing Doug Kapelke as chair, Terra Coulter as vice chair, past chair Andrew Leeper, JM Larson as treasurer, Shakara Heaton as secretary, Wendy Goshey at-large, and Tanya Lawless continuing as legal.

ACTION: Leeper called for a motion to approve the 2026 BID RAB Executive Committee. *Conley moved, Otterson seconded. Unanimously approved.*

Plan Spokane 2046

Gardner presented updates to the comprehensive, long-term planning document that established vision, goals, and policies that guide all aspects of Spokane's growth and development over the next twenty years. Plan Spokane 2046 implements the Growth Management Act. The first substantial update was dubbed "Shaping Spokane" and was adopted in 2001. The current plan, "Plan Spokane 2046," is a combination of Shaping Spokane (2001), State Legislative Requirements, and Community Input.

Gardner solicited feedback and input from stakeholders on growth alternatives before finalizing the plan, noting that comments are due February 18, 2026 by 5:00 PM via email planspokane@spokanecity.org using the subject, "2046 Draft EIS Comments" or by visiting www.planspokane.org.

Board members inquired of how growth alternatives might impact the BID and how downtown housing initiatives could be affected. Gardner stated he did not anticipate any structural change to the BID overall, but growth alternatives would have a positive impact on downtown housing needs and recommended tailoring incentives in areas where growth is needed.

Q4 Downtown Foot Traffic

Campbell presented data regarding Downtown Foot Traffic in Quarter 4 of 2025. Campbell illustrated foot traffic in December 2025 is higher than in December 2024 and 2023 and the highest foot traffic in 2025 counted during Hoopfest weekend in June 2025. Campbell also shared that according to Placer.ai, the downtown employee population has declined from 2024 leaving DSP questioning how to incentivize working downtown over remote options.

2026 Preview Events and Promotions

Hooker provided an overview of 2026 DSP Events and Campaigns beginning with "Spokane is downtown" – a storytelling campaign highlighting the people and stories who make Downtown including Best in BID winners.

"30 years" showcases the achievements of DSP over the last 30 years, the legacy businesses, progress made, and changes to the BID from 1996 to the present.

"First Friday Face Offs" provide a meeting point and engaging art competition for patrons visiting downtown galleries and establishments on the first Friday of each month held in the old Rite Aid space adjacent to the Parkade Plaza.

The next iteration of the 'Back to Downtown' campaign launched in 2022 is now referred to as "City Squad" which serves as a homecoming for downtown employees where they can advocate for downtown, share stories, patronize downtown businesses, and represent downtown on social media.

“Merry & Magical” will feature downtown street activations and unexpected installations throughout downtown to increase visitation and ‘stickiness’ in Downtown throughout the holiday season.

“Apres Holiday” was designed to attend to the 30-40% decline in foot traffic that historically occurs downtown between late December and February, creating opportunities to incentivize downtown spending and increasing downtown dwell time. As part of the Apres Holiday experience, Post Street will feature twice daily snow showers courtesy of an Innovia donor that facilitated the procurement of snow machines – as just another way to ‘create moments of delight’ downtown.

Website Launch Preview

Hooker shared a sample of the new redesigned website for www.downtownspokane.org indicating a full roll out is scheduled to occur late February 2026.

DSP President’s Report

Cameron highlighted the end of term of two BID RAB members, thanking both Jack Schneider and Carrie Kennedy for their service. Cameron encouraged all ratepayers in good standing to vote during board elections.

Adjourn: Leeper adjourned the meeting at 9:58 AM

Next Meeting: Annual Meeting at 112 Howard Street, February 25, 2026



DOWNTOWN SPOKANE
PARTNERSHIP

THE PARKADE
112 W HOWARD STREET, SPOKANE, WA 99201
FEBRUARY 25, 2026

DOORS & NETWORKING

ANNUAL MEETING CALL TO ORDER

The 2026 Annual Meeting was called to order by 2025 BID Chair Leeper at 4:06 PM.

BEST IN BID AWARDS

The 2025 Best in BID Awards announced by Kevin Campbell, DSP and Rosemary Wright, Nonstop Local KHQ.

Best New Business
Jupiter's Eye Book Cafe

Best Local Legacy
Auntie's Bookstore

Best After-Work Hang
Emma Rue's

Best Place to Start Your Morning
Indaba Coffee

Most Inviting Interior
The Fox Theater

Best Place to Discover Something New
Wonders of the World

Best "Treat Yourself" Destination
Sweet Frostings

Best Food/Beverage After a Show
Durkin's Liquor Bar

Most Community Minded Business
Nyne Bar & Bistro

Most Inspirational Business Owner

Mirak Kazanjian of Skewers

ACHIEVEMENTS & AMBITIONS

Remarks on the accomplishments, challenges, and priorities for DSP were made by Emilie Cameron, President & CEO of the Downtown Spokane Partnership. She also reviewed priorities of the 2026 workplan.

2026 BID BOARD SLATE CONFIRMATION

Business Improvement District Ratepayer Advisory Board 2026 Nominations, Term Renewals, Mid Term Transitions, Executive Committee designations, and continuing members were confirmed unanimously:

2026 Nominations

Zone 2, Doyle Wheeler, First Avenue Coffee
 Zone 3A, Jason Ramsey, Nonstop Local KHQ
 City of Spokane, CM Sarah Dixit, City of Spokane
 School District, Sandra Jarrard, Spokane Public Schools
 Safety, Ex-Officio, Captain Kurtis Reese, Spokane Police Department

2026 Term Renewals

Professional 3, Tanya Lawless, Kutak Rock LLP
 Large Business, Clayton McFarland, Goodale & Barbieri
 Large Retail, Wendy Goshey, Nordstrom
 Nonprofit, Guy Otterson, Canopy Credit Union
 Residential, Mark Howard, Railroad Lofts
 Small Business, Terra Coulter, Studio One Salon
 Professional 2 – Engineering, Andrew Leeper, ALSC

2026 Executive Committee:

CHAIR – Doug Kapelke
 VICE CHAIR – Terra Coulter
 PAST CHAIR – Andrew Leeper
 SECRETARY – Shakara Heaton
 TREASURER – JM Larson
 LEGAL – Tanya Lawless
 AT LARGE – Wendy Goshey

MEETING ADJOURNMENT

The 2026 Annual Meeting was adjourned by BID Chair Kapelke at 5:01 PM.

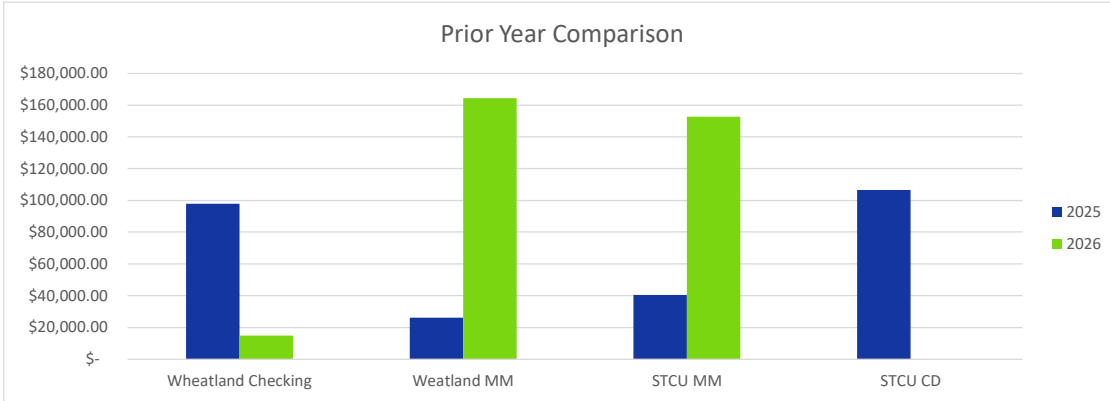
Downtown Spokane Partnership
Budget vs. Actuals
 January 2026

	BUSINESS IMPROVEMENT DISTRICT			
	Jan-26	Jan-Dec (YTD)	Annual Budget	% of Budget
Revenue				
310000 Current Year Assessment Revenue				
310010 BID Assessments	145,976.31	145,976.31	1,802,531.00	8.10%
310011 Adjustments to Assessments			-10,000.00	0.00%
310012 Uncollectable Assessments			-90,058.00	0.00%
310013 CPTED Rebates			-3,612.00	0.00%
Total 310000 Current Year Assessment Revenue	\$ 145,976.31	\$ 145,976.31	\$ 1,698,861.00	8.59%
311000 Prior Year Assessments				
311010 BID Assessments from Prior Year	88.03	88.03	10,000.00	0.88%
Total 311000 Prior Year Assessments	\$ 88.03	\$ 88.03	\$ 10,000.00	0.88%
Total 320000 Membership Revenue	\$ 0.00	\$ 0.00	\$ 0.00	
330000 Event & Program Revenue				
Total 331000 Community Events, Promotions, & Festivals	\$ 0.00	\$ 0.00	\$ 40,075.00	0.00%
Total 332000 Member Events	\$ 0.00	\$ 0.00	\$ 0.00	
Total 330000 Event & Program Revenue	\$ 0.00	\$ 0.00	\$ 40,075.00	0.00%
340000 Charges for Services				
Total 341000 Placemaking & Activation	\$ 0.00	\$ 0.00	\$ 0.00	
342010 Public Safety & Security	25,000.00	25,000.00	100,000.00	25.00%
Total 343000 Clean Services	\$ 0.00	\$ 0.00	\$ 0.00	
Total 344000 Media Advertising Services	\$ 0.00	\$ 0.00	\$ 0.00	
Total 340000 Charges for Services	\$ 25,000.00	\$ 25,000.00	\$ 100,000.00	25.00%
Total 350000 Special Revenue	\$ 8,596.66	\$ 8,596.66	\$ 0.00	
Total 360000 Intermediary Revenue	\$ 0.00	\$ 0.00	\$ 0.00	
Total 370000 Interest Revenue	\$ 452.74	\$ 452.74	\$ 4,500.00	10.06%
Billable Expenditure Revenue				
Total Revenue	\$ 180,113.74	\$ 180,113.74	\$ 1,853,436.00	9.72%
Expenditures				
410000 Administration				
Total 410100 Board & Governance	\$ 5.84	\$ 5.84	\$ 5,375.00	0.11%
Total 410200 Administration	\$ 21,842.37	\$ 21,842.37	\$ 272,287.00	8.02%
Total 410000 Administration	\$ 21,848.21	\$ 21,848.21	\$ 277,662.00	7.87%
420000 Common Area Services				
Total 420200 Common Area Services Administration	\$ 16,483.82	\$ 16,483.82	\$ 215,294.00	7.66%
Total 420310 Public Safety & Security	\$ 28,189.58	\$ 28,189.58	\$ 469,060.00	6.01%
Total 420320 Cleaning & Beautification	\$ 46,074.75	\$ 46,074.75	\$ 467,489.00	9.86%
Total 420000 Common Area Services	\$ 90,748.15	\$ 90,748.15	\$ 1,151,843.00	7.88%
430000 Economic Vitality				
Total 430200 Administration	\$ 15,545.98	\$ 15,545.98	\$ 210,631.00	7.38%
Total 430400 Business Support Programs	\$ 1,105.99	\$ 1,105.99	\$ 5,500.00	20.11%
Total 430500 Downtown Marketing	\$ 1,705.71	\$ 1,705.71	\$ 3,050.00	55.92%
430600 Membership Services				
Total 430610 Member & Ratepayer Events	\$ 0.00	\$ 0.00	\$ 2,500.00	0.00%
Total 430600 Membership Services	\$ 0.00	\$ 0.00	\$ 2,500.00	0.00%
Total 430700 Public Policy & Advocacy	\$ 0.00	\$ 0.00	\$ 0.00	
Total 430000 Economic Vitality	\$ 18,357.68	\$ 18,357.68	\$ 221,681.00	8.28%
440000 Programming & Place Enhancement				
Total 440200 Programming & Place Enhancement Administration	\$ 15,887.27	\$ 15,887.27	\$ 163,915.00	9.69%
Total 440500 Community Events, Promotions, & Festivals	\$ 4,274.44	\$ 4,274.44	\$ 40,075.00	10.67%
Total 440510 Place Activation	\$ 3,193.20	\$ 3,193.20	\$ 0.00	
Total 440000 Programming & Place Enhancement	\$ 23,354.91	\$ 23,354.91	\$ 203,990.00	11.45%
450000 Intermediary Expenditures				
Total 450520 Easy Park	\$ 0.00	\$ 0.00	\$ 0.00	
Total 450530 Shuttle Park	\$ 0.00	\$ 0.00	\$ 0.00	
Total 450000 Intermediary Expenditures	\$ 0.00	\$ 0.00	\$ 0.00	
Total Expenditures	\$ 154,308.95	\$ 154,308.95	\$ 1,855,176.00	8.32%
Net Operating Revenue	\$ 25,804.79	\$ 25,804.79	-\$ 1,740.00	-1483.03%
Total Other Expenditures	\$ 0.00	\$ 0.00	\$ 54,350.00	0.00%
Net Other Revenue	\$ 0.00	\$ 0.00	-\$ 54,350.00	0.00%
Net Revenue	\$ 25,804.79	\$ 25,804.79	-\$ 56,090.00	-46.01%

Business Improvement District
Financial Balances
Assessment Collection Performance
 YTD

Bank Account Balances as of 1/31	
Account	Balance
Wheatland Checking	\$14,814.90
Wheatland Money Market	\$164,380.25
STCU Money Market	\$152,757.49
Total Bank Accounts	\$331,952.64

Reserve Funds	
Account	Balance
Operating Reserve	\$185,518.00
Capital Improvements	\$42,400.00
Total Reserve Funds	\$227,918.00



ASSESSMENTS CITY COLLECTION COMPARED PRIOR YEAR					
2025			2026		
	Amount	YTD		Amount	YTD
November	\$ 2,577.67	0.15%	November	\$ 227.21	0.01%
December	\$ 1,368.83	0.23%	December	\$ 9,811.15	0.56%
January	\$ 1,207,198.77	69.05%	January	\$ 1,141,038.92	63.86%
February	\$ 229,032.70	82.11%	February	\$ 295,842.36	80.27%
March	\$ 45,270.78	84.69%	March		80.27%
April	\$ 8,666.37	85.19%	April		80.27%
May	\$ 5,588.29	85.51%	May		80.27%
June	\$ 67,881.66	89.38%	June		80.27%
July	\$ 68,345.51	93.27%	July		80.27%
August	\$ 42,552.99	95.70%	August		80.27%
September	\$ 10,551.74	96.30%	September		80.27%
October	\$ 16,863.80	97.26%	October		80.27%
November	\$ 3,342.80	97.45%	November		80.27%
December	\$ 305.45	97.47%	December		80.27%
2025 YTD ACTUAL	\$ 1,709,547.36	97.47%	2026 YTD ACTUAL	\$ 1,446,919.64	80.27%
2025 ASSESSED BUDGET	\$ 1,753,933.00	100.00%	2026 ASSESSED BUDGET	\$ 1,802,531.00	100.00%
Less Adjustments	\$ (10,102.53)	96.89%	Less Adjustments	\$ (10,233.17)	79.70%
Collections Paid in 2026	\$ 88.03	96.90%	Collections Paid in 2026	\$ -	79.70%
2025 YTD UNCOLLECTED	\$ (34,195.08)	1.95%	2026 YTD UNCOLLECTED	\$ (345,378.19)	19.16%