



**Staff Report**

---

**File #:** 24-284  
**Version:** 1

**Date:** 7/8/2024  
**Item #:** 5.b.

---

**TO:** Mayor and City Council

**FROM:** Mayor Chris Hoy

**SUBJECT:**

Motion from Mayor Chris Hoy regarding modifications to the Multiple Unit Housing Tax Incentive Program (MUHTIP) to require disclosure of information regarding entities providing work on MUHTIP funded projects.

Ward(s): All Wards

Councilor(s): All Councilors

Neighborhood(s): All Neighborhoods

**MOTION:**

I move to modify the MUHTIP Program Standards and Guidelines to require transparency documentation of the identity of each contractor, subcontractor and all companies performing work on the project as set forth in the discussion section of this motion.

**DISCUSSION:**

Those performing work on the site shall include any sole proprietor, independent contractor, company or other entity. The information shall be filed with the City at the time building permits are obtained. The list shall be posted on the job site and updated monthly and a final list filed with the City upon completion of the project.

For each entity identified in the disclosure the following information will be listed: 1. Scope of Inspected Work to be performed. 2. State contractor’s license number, license category, and license expiration date, if a license is required to perform the identified scope of work. 3. State and federal tax identification numbers. 4. Valid worker’s compensation insurance information, including policy number and expiration date.

Attachments:  
None

