



## Spokane Park Board Agenda

3:30 p.m. Thursday, Oct. 14, 2021

WebEx virtual meeting

Call in: 408-418-9388

Access code: 1467 84 5032

### Park Board Members:

Jennifer Ogden – President

Bob Anderson – Vice president

Garrett Jones – Secretary

Nick Sumner

Rick Chase

Greta Gilman

Sally Lodato

Gerry Sperling

Barb Richey

Hannah Kitz

Kevin Brownlee

Michael Cathcart – City Council liaison

## Agenda

1. **Roll call:** Jennifer Ogden
2. **Additions or deletions to the agenda**
3. **Public comment**
4. **Consent agenda**
  - A. Administrative/Committee-level items:
    - 1) [Sept. 9, 2021, regular Park Board meeting minutes](#)
    - 2) [Sept. 29, 2021, Park Board retreat minutes](#)
    - 3) [Claims – September 2021 \(\\$2,575,159.63\)](#)
    - 4) [ACI Northwest Inc. change order #1/Indian Canyon restaurant HVAC replacement \(\\$14,282, plus tax\)](#)
    - 5) [2022 Golf fee increases](#)
5. **Special guests**
  - A. None
6. **[Financial report and budget update](#):** Mark Buening
7. **Special discussion/action item**
  - A. [Sustainability Action Plan update](#) – Kara Odegard and Giacobbe Byrd
8. **Committee reports – Action items**

**Urban Forestry Tree Committee:** Oct. 5, 2021 – Rick Chase

  - A. Action items: None

**Golf Committee:** Oct. 12, 2021 – Gerry Sperling

A. Action items: Items were presented as part of the consent agenda.

**Land Committee:** The Oct. 6 meeting was canceled. – Greta Gilman

A. Action items: None

**Recreation Committee:** The Oct. 6 meeting was canceled. – Sally Lodato

A. Action items: None

**Riverfront Park Committee:** Oct. 11, 2021 – Nick Sumner

A. [Bacon Concrete change order #7/West Havermale Stepwell \(\\$10,627.50, tax inclusive\)](#) – Berry Ellison

B. [2022 Riverfront Park fees and charges](#) – Jonathan Moog

**Finance Committee:** Oct. 12, 2021 – Bob Anderson

A. [2022 Parks Fund and Golf Fund budget](#) – Garrett Jones/Mark Buening

**Development & Volunteer Committee:** Sept. 27, 2021 – Bob Anderson A.

Action items: None

9. **Reports**

A. President: Jennifer Ogden

B. Liaisons:

1. Conservation Futures – Greta Gilman
2. Parks Foundation – Barb Richey
3. City Council – Michael Cathcart

C. Director: Garrett Jones

10. **Executive session:**

A. None

11. **Correspondence:**

A. Letters/emails: [Safety in the parks email](#)

12. **Adjournment:**

13. **Meeting dates:**

A. Committee meeting dates:

Urban Forestry Tree Committee: 4:15 p.m. Nov. 2, 2021, via WebEx

Land Committee: 3:30 p.m. Nov. 3, 2021, via WebEx

Recreation Committee: 5:15 p.m. Nov. 3, 2021, via WebEx

Riverfront Park Committee: 4 p.m. Nov. 8, 2021, via WebEx

Golf Committee: 8 a.m. Nov. 9, 2021, via WebEx

Finance Committee: 3 p.m. Nov. 9, 2021, via WebEx

Development & Volunteer Committee: 3:30 p.m. Nov. 17, 2021, via WebEx

B. Park Board: 3:30 p.m. Nov. 11, 2021, via WebEx

C. Park Board Study Session: No session scheduled at this time.

Agenda is subject to change

**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. Individuals requesting reasonable accommodations or further information may call, write, or email Human Resources at 509.625.6367, 808 W. Spokane Falls Blvd., Spokane, Washington, 99201; or [erahrclerks@spokanecity.org](mailto:erahrclerks@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.



**Spokane Park Board**  
3:30 p.m. Thursday, Sept. 9, 2021  
WebEx virtual meeting

**Park Board Members:**

- X Jennifer Ogden – President
- X Bob Anderson – Vice President
- X Garrett Jones – Secretary
- X Nick Sumner
- X Rick Chase
- X Greta Gilman (Left: 4:53 p.m.)
- X Sally Lodato
- X Gerry Sperling
- X Barb Richey
- X Hannah Kitz (Arrived: 3:33 p.m.)
- X Kevin Brownlee
- X Michael Cathcart – City Council liaison  
(Arrived: 3:34 p.m.)

**Parks Staff:**

Jason Conley  
Mark Buening  
Fianna Dickson  
Nick Hamad  
Al Vorderbrueggen  
Jennifer Papich  
Jonathan Moog  
Berry Ellison  
Mark Poirier  
Garrett Dulyea  
Pamela Clarke

**Guests:**

Chris Wright  
Hal McGlathery  
Kelly Brown  
Terri Fortner  
Tom Sahlberg  
Shae Blackwell

**MINUTES**

(Click [HERE](#) to view a video recording of the meeting.)

1. **Roll call:** Jennifer Ogden  
See above
2. **Additions or deletions to the agenda**  
A. None
3. **Public comment**  
A. None
4. **Consent agenda**  
A. Administrative/Committee-level items:
  - 1) Aug. 12, 2021, regular Park Board meeting minutes
  - 2) Claims – August 2021 (\$2,748,059.83)
  - 3) Liberty Park Smart Park memorandum of understanding
  - 4) Turf Star Western Equipment lease agreements (lease 1 - \$167,340.60 and lease 2 - \$181,992.40)
  - 5) Coffman Engineers Expo Butterfly Design Phase II (\$64,500, tax exempt)
  - 6) Doppelmayer USA master agreement (not to exceed \$50,000/annually)

**Motion #1** – Jennifer Ogden moved to approve consent agenda items #1- 6, as presented.

Rick Chase seconded.

The motion passed with unanimous consent (9-0 vote).

*Hannah Kitz and Councilmember Cathcart arrived.*

**5. Special guests**

A. None

- 6. Financial report and budget update** – Mark Buening presented the August financial report and budget update. The August operating expenditures for the Park Fund are about \$187,000 more than the historic budget average. Year-to-date revenues are almost \$134,000 above the budget average. Revenues are exceeding expenditures more than \$2.23 million. The August operating expenditures for the Golf Fund are almost \$241,500 more than the budget average. Year-to-date revenues are exceeding the budget average more than \$912,000. Revenues are exceeding expenditures about \$2 million year-to-date. There is a remaining budget of about \$118,000 of the \$68.4 million Riverfront Park redevelopment budget.

**7. Special discussion/action items**

A. Vietzke Excavation Inc. contract for emergency sewer repair/Corbin Art Center (\$84,975.77, plus tax) – Nick Hamad presented the proposed contract with Vietzke Excavation for emergency sewer repair at Corbin Art Center in the amount of \$84,975.77, plus tax. The main sewer line serving the Corbin Art Center collapsed mid-August resulting in a sewage backup into the basement closing the facility to the public. Since the collapse, emergency authorization was approved to secure a contractor to repair the collapsed portion of the line and clean the unaffected portions of the sewer. After several attempts to repair portions of the line, the contractor was unable to restore sewer service. It has been determined a complete replacement of the sewer line is required. This emergency repair contract includes all repair and cleaning to date, as well as the required complete replacement work.

**Motion #2** – Jennifer Ogden moved to approve the Vietzke Excavation Inc. contract for emergency sewer repair at Corbin Art Center in the amount of \$84,975.77, plus tax.

Kevin Brownlee seconded.

The motion passed unanimously (11-0 vote).

**8. Committee reports**

**Urban Forestry Tree Committee:** The Aug. 31 meeting was canceled – Rick Chase

A. Action items: None

B. The next regularly scheduled meeting is 4:15 p.m. Oct. 5, 2021, via WebEx.

**Golf Committee:** Sept. 7, 2021 – Gerry Sperling

A. Action items: None

B. The next scheduled meeting is 8 a.m. Oct. 12, 2021, via WebEx.

**Land Committee:** Sept. 1, 2021 – Greta Gilman

A. Action item: Presented as a consent agenda item

B. The next scheduled meeting is 3:30 p.m. Oct. 6, 2021, via WebEx.

**Recreation Committee:** Sept. 1, 2021, Sally Lodato

A. Action items: None

B. The next scheduled meeting is 5:15 p.m. Oct. 6, 2021, via WebEx.

**Riverfront Park Committee:** Sept. 2, 2021, Jennifer Ogden

A. Garco Construction Vietnam Memorial alternate 1 (\$52,668, tax inclusive) – Berry Ellison presented an overview of the proposed alternate on the Vietnam Memorial project. The Park Board previously approved the renovation project's base bid scope of work and alternate #2. At time of approval, the Park Board and Parks director expressed a strong desire to find additional funding to support the expanded scope of work identified in alternate 1. This added scope of work includes additional concrete flatwork, flag poles, decorative handrail, and additional planting and irrigation. Garrett Jones was able to secure approximately \$25,000 in private donations. The remaining funds will come from the Redevelopment Bond and Park Fund.

**Motion #3** – Nick Sumner moved to approve the alternate 1 with Garco Construction for work on the Vietnam Memorial project in the amount of \$52,668, tax inclusive.

Nick Sumner seconded.

The motion passed unanimously (11-0 vote).

B. King Cole Commemoration Project recommendation – Jennifer Ogden presented the King Cole Commemoration Project recommendation which originated from the King Cole Commemoration Project ad hoc committee before coming before the RFP Committee this month for consideration. In March, the board approved the creation of ad hoc committee which was tasked to evaluate and recommend a prominent recognition of King Cole within Riverfront Park. At the Aug. 24 KCCP meeting, the committee agreed to recommend the following elements to the Riverfront Park Committee: 1) name the Howard Street Promenade walkway King Cole Way; 2) install interpretive signage along King Cole Way; 3) create an Expo '74 documentary; 4) install a frieze sculpture depicting Spokane's historical events leading up and including Expo '74; and 5) erect a King Cole statue. The recommendation also includes that the board would have a final vote on which elements allowing time for public input and the further development of the elements.

**Discussion:** Councilmember Cathcart asked if the greater anniversary celebration project could include acknowledgement of former City Councilmember Luke Williams who was instrumental in bringing the World's Fair to Spokane. Kevin Brownlee said it appears the KCCP recommendation focuses heavily on the Pavilion and questioned if there should be more focus on honoring King Cole and Expo. He also asked if the frieze, signage and video are duplicating efforts, and suggested it could be downscaled to fewer elements. Jennifer Ogden explained the recommendation allows for gathering more information, public outreach, input from Spokane Tribe and the option for the board to pare the scope down. She explained this is a starting place, and the intent is to cast a net wide enough to be certain the story of Expo is properly told. She agreed it is important to avoid duplication. Barb Richey asked who will be responsible for the project's fundraising efforts. Ms. Ogden explained fundraising is part of the KCCP committee's task. She anticipates the Development and Volunteer Committee will be assisting in these efforts, as well. Ms. Richey suggested the Parks Foundation director also be involved in the fundraising efforts. Foundation executive director Terri Fortner explained before any fundraising takes place, feasibility should be determined, and the board needs to be certain the proposed project falls within city policy. Gerry Sperling cautioned against erecting statues/memorials commemorating one individual. By recognizing one person, the board could inadvertently ignore some citizens who were instrumental in this part of Spokane history. She also cautioned against erecting a statue considering the current culture climate in our nation. Ms. Sperling added any elements installed in the park need to be something which will serve the community for years to come. Ms. Ogden explained this recommendation is being presented as a menu of options and the board has the opportunity to evaluate as they are developed. Ms. Ogden encouraged the board to approve this framework so a request for ideas (RFI), initiated by Spokane Arts, may be

sent to artists for their ideas. Nick Sumner said it is dangerous to fundraise for specific features which have not been approved by the board. Ms. Ogden suggested the board has the option of voting on the elements separately or the recommendation language could be more defined. Chris Wright said the KCCP needs to further develop the proposed elements before any fundraising efforts begin. He doesn't believe it is prudent to build the community's expectations before the board has approved the feature(s). Mr. Wright suggested the next step is to give artists the opportunity to offer ideas on the basic concepts. This process would run through the Joint Arts Committee, Riverfront Park Committee and to the board for final approval. Garrett Jones suggested making the art element(s) more broad, not specifying frieze or statue. This allows the artists the flexibility to be creative. After the elements are further developed and concepts approved by the board, fundraising efforts could then begin. Staff clarified that there is currently a King Cole Way at the south entrance to the King Cole Bridge. It is only at the entrance of the bridge and does not extend into the park. Mr. Jones said the existing King Cole will not go away, but there could be opportunities to further develop the existing King Cole Way.

**Motion #4** – Jennifer Ogden moved the Park Board support the KCCP Committee's recommendation for the board to evaluate and for the KCCP committee to seek funding opportunities, where needed, for the following King Cole commemorative elements at Riverfront Park: 1) designating King Cole Way; 2) interpretive signage along King Cole Way; 3) Expo '74 documentary video; 4) frieze sculpture; and 5) King Cole statue. In consideration of public input and the further development of these elements, the Park Board will have a final vote on which elements will be in the park.

Motion was not seconded.

**Motion #5** – Jennifer Ogden moved the Park Board support designating Howard Street Promenade from the south entrance of the park at the Rotary Fountain to the north entrance at Mallon as King Cole Way.

Motion was not seconded.

Since the recommendation was not accepted as presented, the KCCP Committee will be asked to further explore the recommended elements and to come back to the board with more specific information, including: 1) assess if there is duplication; and 2) provide the board opportunities for paring the number of commemorative elements down.

C.! The next regularly scheduled meeting is 4 p.m. Oct. 11, 2021, via WebEx.

**Finance Committee:** Sept. 7, 2021, Bob Anderson

A. Action item: Presented as a consent agenda item.

B. The next regularly scheduled meeting is 3 p.m. Oct. 12, 2021, via WebEx.

**Development and Volunteer Committee:** Bob Anderson

A. Action items: None

B. The next scheduled meeting is 3:30 p.m. Sept. 27, 2021, via WebEx.

## 9. Reports

A. **Park Board President:** Jennifer Ogden

1) Park Board retreat – The retreat is scheduled for 11:30 a.m. to 4 p.m. Wednesday, Sept. 29, via WebEx.

2) Dog parks – There are two dog parks in the planning phase at Riverfront Park;

one near the Great Flood Playground on the north bank and the other adjacent to the shelter at north end of the suspension bridge. A dog park focus group is being formed to look at dog parks on parks property and how they fit into the Parks Master Plan.

**B. Liaisons**

- 1) Conservation Futures – Greta Gilman reported the Conservation Futures nominations public meeting is scheduled for today. During that meeting there will be a presentation of the eight nominated properties and opportunity for public comment on each property.
- 2) Parks Foundation – Barb Richey reported the foundation will celebrate its 70<sup>th</sup> birthday during a virtual gala Oct. 7.
- 3) City Council – Councilmember Cathcart thanked Parks for coordinating the acknowledgement of Jerry Quinn on Oct. 6 for his work on saving the Clock Tower.

**C. Director: Garrett Jones**

- 1) Master Plan survey – Staff and consultants are formulating data from the more than 4,000 responses received from the recent Parks Master Plan survey.
- 2) Public workshops – Minnehaha and Meadowglen Park workshop is scheduled for Sept. 14. These are two focused areas in the master plan process. The community-wide workshop is set for Sept. 22.

**10. Executive Session**

- A. None

**11. Correspondence**

- A. Letters/email: Orchard Avenue Park letter  
King Cole statue (2 emails)

**12. Adjournment:** The meeting was adjourned at 5:01 p.m.

**13. Meeting Dates**

- A. Committee meeting dates:  
Development & Volunteer Committee: 3:30 p.m. Sept. 27, 2021, via WebEx  
Urban Forestry Tree Committee: 4:15 p.m. Oct. 5, 2021, via WebEx  
Land Committee: 3:30 p.m. Oct. 6, 2021, via WebEx  
Recreation Committee: 5:15 p.m. Oct. 6, 2021, via WebEx  
Riverfront Park Committee: 4 p.m. Oct. 11, 2021, via WebEx  
Golf Committee: 8 a.m. Oct. 12, 2021, via WebEx  
Finance Committee: 3 p.m. Oct. 12, 2021, via WebEx
- B. Park Board retreat: 11:30 a.m. - 4 p.m. Sept. 29, via WebEx
- C. Park Board regular meeting: 3:30 p.m. Oct. 14, 2021, via WebEx
- D. Park Board study session: No session scheduled at this time.

Minutes approved by: Garrett Jones  
Garrett Jones, Director of Parks and Recreation





## Spokane Park Board Retreat

1:30 p.m. Sept. 29, 2021

WebEx virtual meeting

### Park Board Members:

- X Jennifer Ogden – President
- X Bob Anderson – Vice President
- X Garrett Jones – Secretary
- X Nick Sumner
- X Rick Chase
- Greta Gilman
- X Sally Lodato (Arrived: 1:45 p.m.)
- X Gerry Sperling
- X Barb Richey
- X Hannah Kitz
- X Kevin Brownlee
- X Michael Cathcart – City Council liaison

### Parks Staff:

Jason Conley  
Mark Buening  
Nick Hamad  
Fianna Dickson  
Al Vorderbrueggen  
Jennifer Papich  
Angel Spell  
Jonathan Moog  
Berry Ellison  
Ryan Griffith  
Mark Poirier  
Carl Strong  
Kris Behr  
Pamela Clarke

### Guests:

Anna Laybourn  
Shae Blackwell

## MINUTES

1. Call to order – The meeting was called to order at 1:32 p.m.
2. Public comment – No public testimony offered.
3. Welcome and goals for the day – Garrett Jones provided a brief overview of the day's agenda. Prior to the start of this retreat meeting, some Park Board members and staff participated in a tour of The Podium sports facility. Other board members are scheduled to tour the facility following the retreat meeting.
2. Park Fund and Golf Fund budget overview – Garrett Jones presented an overview of the recommended 2022 Park Fund budget followed by Mark Poirier who presented the proposed Golf Fund budget and fee increase.
  1. Park Fund budget – Garrett explained how the budget was development and key strategic goal. Highlights included: 1) adopt an unbalanced budget (revenues over expenditures) to accommodate a one-time uptick in the general fund contribution and utilize for one-time strategic investments, not operations; 2) continue the core service model; and 3) continue to adapt a revenue and recovery plan which will give Parks data on how to rollout and phase in programs, events and attractions.

*Sally Lodato arrived at 1:45 p.m.*

2. Golf Fund budget – Mark reviewed three options for the 2022 Golf fee structure. The recommended option, based on 130,000 paid rounds, includes a \$1 increase at Qualchan and Indian Canyon golf courses, and a \$3 increase at Downriver and

Esmeralda, resulting in a total net revenue of \$268,929. The proposed 2022 budget allocates \$165,000 for operations and \$103,929 for capital.

3. Discussion – Jennifer Ogden said despite the revenue bump Parks received was just for this year, we are still anticipating a downturn in revenues from the general fund transfer for 2022 and 2023, and possibly longer especially with the cancellation of major revenue events like Pig Out and Hoopfest. Parks is still anticipating fall out budget from the covid shutdown that is continuing to impact us.

### 3. Park Board meetings and roles

- A. Board communication – Garrett Jones suggested opportunities to expand communication between the board and staff via Teams platform which will allow communication in real time. This electronic communication tool will offer board members access to on-going projects, and updates on current issues and community events relating to Parks.
- B. Efficiencies in meeting structure – Garrett asked if the board felt there are opportunities to improve current meeting structure. No changes were requested.
- C. Park Board meeting and committee times – There were no requests to make any changes to the board or committee meeting times.

4. King Cole Commemoration Project update – Jennifer Ogden provided an update on the KCCP recommendation and process. During the Sept. 9 Park Board meeting, the board determined additional information is needed before the board felt comfortable taking action on the commemoration elements proposed to be placed in Riverfront Park. Proposed elements currently under consideration include: 1) designating King Cole Way; 2) interpretive signage along King Cole Way; 3) Expo '74 documentary video; 4) frieze sculpture; and 5) King Cole statue. Since the recommendation was not accepted, as presented, the board agreed to request the KCCP Committee further explore the recommended elements and to come back to the board with more specific information, including: 1) assess if there is duplication; 2) look at celebrating the entire Expo '74 story and King Cole's leadership, as opposed to commemorating one individual; 3) explore ways to capitalize on existing Expo and Cole elements; and 4) offer the Park Board opportunities to pare down the number of commemorative elements. Next steps include developing a timeline and strategic plan, and issuing a request for proposal or request for information from artists to better understand options to commemorate Expo and its leaders. The goal is to have this completed by the end of the year. These proposals or information from the artists will be reviewed by the Joint Arts Committee who will provide recommendation to the Riverfront Park Committee and to the Park Board for final approval.

5. Riverfront Park interpretive signage/art markers update – Berry Ellison presented an overview of the current status of interpretive signage in Riverfront Park and an update on the art markers. Current signs include Atkinson Theme Stream, Bill Fearn Conservation Area, Clock Tower and RR Connection, Ice Age Floods Playground, and Expo '74 Pavilion. There is also a bronze plaque commemorating King Cole at the south end of King Cole Bridge. Future sign concepts currently underway include: Expo sites, history of the Looft Carrousel, hydroelectric power generation, pre-history of the park by Native Peoples, native flora and fauna of Riverfront Park and river channels, and pioneer and industrial history of the park. The art marker design created by lead artist Meejin Yoon is inspired by the park's geography indicating the marker's elevation above sea level, as well as background about the art piece and artist. Berry noted there are

more than 20 art pieces in the park. Staff is working on adding QR codes to the marker, possibly in the form of a decal.

6. Park and Natural Lands Master Plan update – Nick Hamad presented an update on the development of this long-range planning tool. Nick reviewed the plan, schedule, methodology, what has been learned to date, system analysis highlights, public engagement overview and summary of public input. He also provided an overview of the vision and 10 themes which have been identified. Design Workshop consultant Anna Laybourn provided additional insight to findings from public outreach and next steps for this community-driven plan. Board and staff members are encouraged to visit the [master plan website](#) where they may use the online mapping tool and take a survey. A summary of the survey results is scheduled to be posted on the website in the near future.
7. Adjournment: The meeting was adjourned at 3:36 p.m.

Minutes approved by: Garrett Jones  
Garrett Jones, Director of Parks and Recreation

**CITY OF SPOKANE PARK AND RECREATION DIVISION  
SEPTEMBER 2021 EXPENDITURE CLAIMS  
FOR PARK BOARD APPROVAL - OCTOBER 14, 2021**

**PARKS & RECREATION:**

SALARIES & WAGES	\$	871,702.33
MAINTENANCE & OPERATIONS	\$	983,099.95
CAPITAL OUTLAY	\$	56,355.39
DEBT SERVICE PAYMENTS	\$	-
PARK CUMULATIVE RESERVE FUND	\$	220,538.16

**RFP BOND 2015 IMPROVEMENTS:**

CAPITAL OUTLAY	\$	56,510.00
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**GOLF:**

SALARIES & WAGES	\$	154,072.38
MAINTENANCE & OPERATIONS	\$	232,881.42
CAPITAL OUTLAY	\$	-
DEBT SERVICE PAYMENTS	\$	-
<b>TOTAL EXPENDITURES:</b>	<b>\$</b>	<b>2,575,159.63</b>

# Spokane Park Board

## Briefing Paper



<b>Committee</b>	Golf		
<b>Committee meeting date</b>	10/12/2021		
<b>Requester</b>	Mark Poirier		
<b>Requester phone number</b>	509-625-4653		
<b>Type of agenda item</b>	<input checked="" type="radio"/> Consent <input type="radio"/> Discussion <input type="radio"/> Information <input type="radio"/> Action		
<b>Type of contract</b>	<input type="radio"/> New <input type="radio"/> Renewal/extension <input checked="" type="radio"/> Amendment/change order <input type="radio"/> Other		
<b>City Clerks file</b> (OPR or policy #)	OPR 2021-0638		
<b>Item title:</b> (Use exact language on the agenda)	ACI Northwest Inc. change order #1/Indian Canyon restaurant HVAC replacement (\$14,282 plus tax)		
<b>Begin/end dates</b>	Begins: 09/30/2021         Ends: 11/01/2021 <input type="checkbox"/> Open ended		
<b>Impact if not approved at this time</b>	Indian Canyon will not have a heating source.		
<b>Background/history:</b> This change order is to facilitate going from an electric system to natural gas. A natural gas system is more efficient, less costly overtime, and would not require additional electrical service to the upstairs of the building.			
<b>Recommendation/motion wording:</b> To approve ACI Northwest Inc. change order #1 /Indian Canyon restaurant HVAC replacement (\$14,282 plus tax).			
<b>Approvals/signatures outside Parks:</b> <input type="radio"/> Yes <input checked="" type="radio"/> No If so, who/what department, agency or company: Name: _____ Email address: _____ Phone: _____			
<b>Distribution:</b> Parks – Accounting _____ Parks – Pamela Clarke _____ Requester: <u>Mark Poirier</u> _____ Grant Management Department/Name: _____			
<b>Fiscal impact:</b> <input checked="" type="radio"/> <b>Expenditure</b> <input type="radio"/> <b>Revenue</b> Amount: \$14,282, plus tax Budget code: Golf Capital			
<b>Vendor:</b> <input checked="" type="radio"/> Existing vendor <input type="radio"/> New vendor <b>Supporting documents:</b> <input type="checkbox"/> Quotes/solicitation (RFP, RFQ, RFB) <input type="checkbox"/> W-9 (for new contractors/consultants/vendors) <input type="checkbox"/> Contractor is on the City's A&E Roster - City of Spokane <input type="checkbox"/> ACH Forms (for new contractors/consultants/vendors) <input checked="" type="checkbox"/> Business license expiration date: 04-30-2022 #601-746-223 <input checked="" type="checkbox"/> Insurance Certificate (min. \$1 million in General Liability)			

CITY OF SPOKANE  
PARKS AND RECREATION DEPARTMENT  
CHANGE ORDER NO. 1

NAME OF CONTRACTOR: ACI NORTHWEST, INC.

PROJECT TITLE: INDIAN CANYON HVAC REPLACEMENT

CITY CLERK CONTRACT NUMBER: OPR 2021-0638

=====

DESCRIPTION OF CHANGE:

Increase cooling equipment size / Add duct to second floor  
Change heating to gas / adding gass piping as required

AMOUNT:

\$14,282.00

=====

**TOTAL AMOUNT:**    \$14,282.00

<b>CONTRACT SUM (EXCLUDE SALES TAX)</b>	
ORIGINAL CONTRACT SUM (INCLUDE ALTERNATES)	\$ 29,800.00
NET AMOUNT OF PREVIOUS CHANGE ORDERS	\$ 0,000.00
CURRENT CONTRACT AMOUNT	\$ 29,800.00
CURRENT CHANGE ORDER (EXCLUDES SALES TAX)	\$ 14,282.00
<b>REVISED CONTRACT SUM</b>	<b>\$ 44,082.00</b>

<b>CONTRACT COMPLETION DATE</b>	
ORIGINAL CONTRACT COMPLETION DATE	September 30, 2021
CURRENT COMPLETION DATE	September 30, 2021
<b>REVISED COMPLETION DATE</b>	<b>November 1, 2021</b>

Contractor's Acceptance: Bob Urban      Date: 10-8-21

City Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Attest: \_\_\_\_\_ City Clerk

Approved as to form: \_\_\_\_\_ Assistant City Attorney

# Spokane Park Board

## Briefing Paper



<b>Committee</b>	Golf		
<b>Committee meeting date</b>	10/12/2021		
<b>Requester</b>	Mark Poirier		
<b>Requester phone number</b>	625-4653		
<b>Type of agenda item</b>	<input checked="" type="radio"/> Consent <input type="radio"/> Discussion <input type="radio"/> Information <input type="radio"/> Action		
<b>Type of contract</b>	<input type="radio"/> New <input type="radio"/> Renewal/extension <input type="radio"/> Amendment/change order <input checked="" type="radio"/> Other		
<b>City Clerks file (OPR or policy #)</b>	N/A		
<b>Item title: (Use exact language on the agenda)</b>	2022 fee increases		
<b>Begin/end dates</b>	Begins: 01/01/2022      Ends:		<input checked="" type="checkbox"/> Open ended
<b>Impact if not approved at this time</b>	2022 golf budget will not be balanced.		
<b>Background/history:</b> Golf has not had a fee increase since 2018. This fee increase is needed to balance the overall golf budget, offsetting the rising cost of labor and materials needed to operate, and properly maintain, the golf courses. These fees include daily greens fees and passes. A schedule of these changes is provided in the Powerpoint presentation.			
<b>Recommendation/motion wording:</b> Motion to approve the 2022 fee increases.			
<b>Approvals/signatures outside Parks:</b> <input type="radio"/> Yes <input checked="" type="radio"/> No If so, who/what department, agency or company: Name: _____ Email address: _____ Phone: _____			
<b>Distribution:</b> Parks – Accounting _____ Parks – Pamela Clarke _____ Requester: <u>Mark Poirier</u> _____ Grant Management Department/Name: _____			
<b>Fiscal impact:</b> <input type="radio"/> Expenditure <input type="radio"/> Revenue Amount: _____ Budget code: _____			
<b>Vendor:</b> <input type="radio"/> Existing vendor <input type="radio"/> New vendor <b>Supporting documents:</b> <div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> Quotes/solicitation (RFP, RFQ, RFB)  <input type="checkbox"/> Contractor is on the City's A&amp;E Roster - City of Spokane  <input type="checkbox"/> Business license expiration date:         </div> <div> <input type="checkbox"/> W-9 (for new contractors/consultants/vendors)  <input type="checkbox"/> ACH Forms (for new contractors/consultants/vendors)  <input type="checkbox"/> Insurance Certificate (min. \$1 million in General Liability)         </div> </div>			

# Golf Fee Increase

Golf Committee

October 12<sup>th</sup>, 2021



# 2021 RATES

**PRICE INCLUDES ALL SALES  
ADMISSION TAXES &  
FACILITY IMPROVEMENT FEE**

REGULAR GOLF RATES	 	 
18 Holes Prebook Time (any day)	\$49	\$47
18 Holes Monday - Sunday	\$45	\$43
9 Holes Monday - Sunday	\$29	\$27
9 or 18 Hole Junior Rate	\$15	\$15
Tournament Rate	\$40	\$40
Sunset Rate	\$20	\$20
10 Play Pass (transferable)	\$370	\$370
Daily Private Cart License	\$12	\$12
Annual Private Cart License	\$250	\$250
<b>PLAYERS PASS AND RATES</b>		
Players Pass	\$55	\$55
18 Hole Monday - Sunday	\$35	\$33
9 Hole Monday - Sunday	\$26	\$24
Senior 18 Hole Monday - Sunday	\$33	\$31
<b>LOYALTY PASS AND RATES</b>		
Loyalty Pass	\$275	\$275
Adult Round Monday - Sunday	\$26	\$24
Senior Round Monday - Sunday	\$25	\$23
<b>UNLIMITED PASS</b>		
Junior Unlimited	\$250	\$250
Adult Unlimited	\$2000	\$2000
Senior Unlimited	\$1900	\$1900

# FEE STRUCTURE OPTIONS (130,000 PAID RDS)

## OPTION A: \$1/\$2

Qualchan/Canyon +\$1 (\$46)  
Downriver/Ezzy +\$2 (\$45)

Q/IC: 57,388 X \$1 = \$57,388  
DR/Ezzy: 72,612 X \$2 =  
\$145,224

\$202,612

Passes: \$37,485

Total Revenue: \$240,097

Total NET Revenue: \$206,483

\$165,000 - Operations  
\$41,483 - Capital

## OPTION B: \$1/\$3

Qualchan/Canyon +\$1 (\$46)  
Downriver/Ezzy +\$3 (\$46)

Q/IC: 57,388 X \$1 = \$57,388  
DR/Ezzy: 72,612 X \$3 = \$217,836  
\$275,224

Passes: \$37,485

Total Revenue: \$312,709

Total NET Revenue: \$268,929

\$165,000 - Operations  
\$103,929 - Capital

## OPTION C: \$3/\$3

Qualchan/Canyon +\$3 (\$48)  
Downriver/Ezzy +\$3 (\$46)

Q/IC: 57,388 X \$3 = \$172,164  
DR/Ezzy: 72,612 X \$3 =  
\$217,836

\$390,000

Passes: \$37,485

Total Revenue: \$427,485

Total NET Revenue: \$367,637

\$165,000 - Operations  
\$202,637 - Capital

# Proposed Fee Increase for 2022

Regular Golf Rates	Price
18 Hole Prebook	\$50 (\$1/\$3)
18 Hole Weekly	\$46 (\$1/\$3)
9 Hole Weekly	\$30 (\$1/\$3)
Tournament Rate	\$43 (\$3)
Sunset Rate	\$20 No Increase
9 or 18 Junior Rate	\$15 No Increase
Daily Private Cart	\$15 (\$3)

Players Pass	Price
Players Pass	\$60 (\$5)
18 Hole Weekly	\$36 (\$1/\$3)
9 Hole Weekly	\$27 (\$1/\$3)
Senior 18 Hole Weekly	\$34 (\$1/\$3)

# Proposed Fee Increase for 2022

Loyalty Pass	Price
Loyalty Pass	\$300 (\$25)
Adult Weekly	\$27 (\$1/\$3)
Senior Weekly	\$26 (\$1/\$3)

Unlimited Pass	Price
Junior Unlimited	\$250 No Increase
Adult Unlimited	\$2,200 (\$200)
Senior Unlimited	\$2,100 (\$200)

Misc. Rates	Price
10 Play Pass	\$400 (\$30)
4 Play Pass	\$150 (\$11)
Annual Private Cart	\$300 (\$50)
Spouse Add On	\$750 (\$100)

# Summary

- ✓ Proposed fee and pass increase will provide a projected revenue increase of \$270,000 (minimum)
- ✓ Allow the golf fund to “true up” operational deficiencies, thus allowing the use of the capital outlay budget
- ✓ Increase capital outlay budget by \$100,000
- ✓ Still provide the public with an affordable golf experience
- ✓ Re-evaluate after completion of the 2022 season for an additional \$1 per round increase in 2023

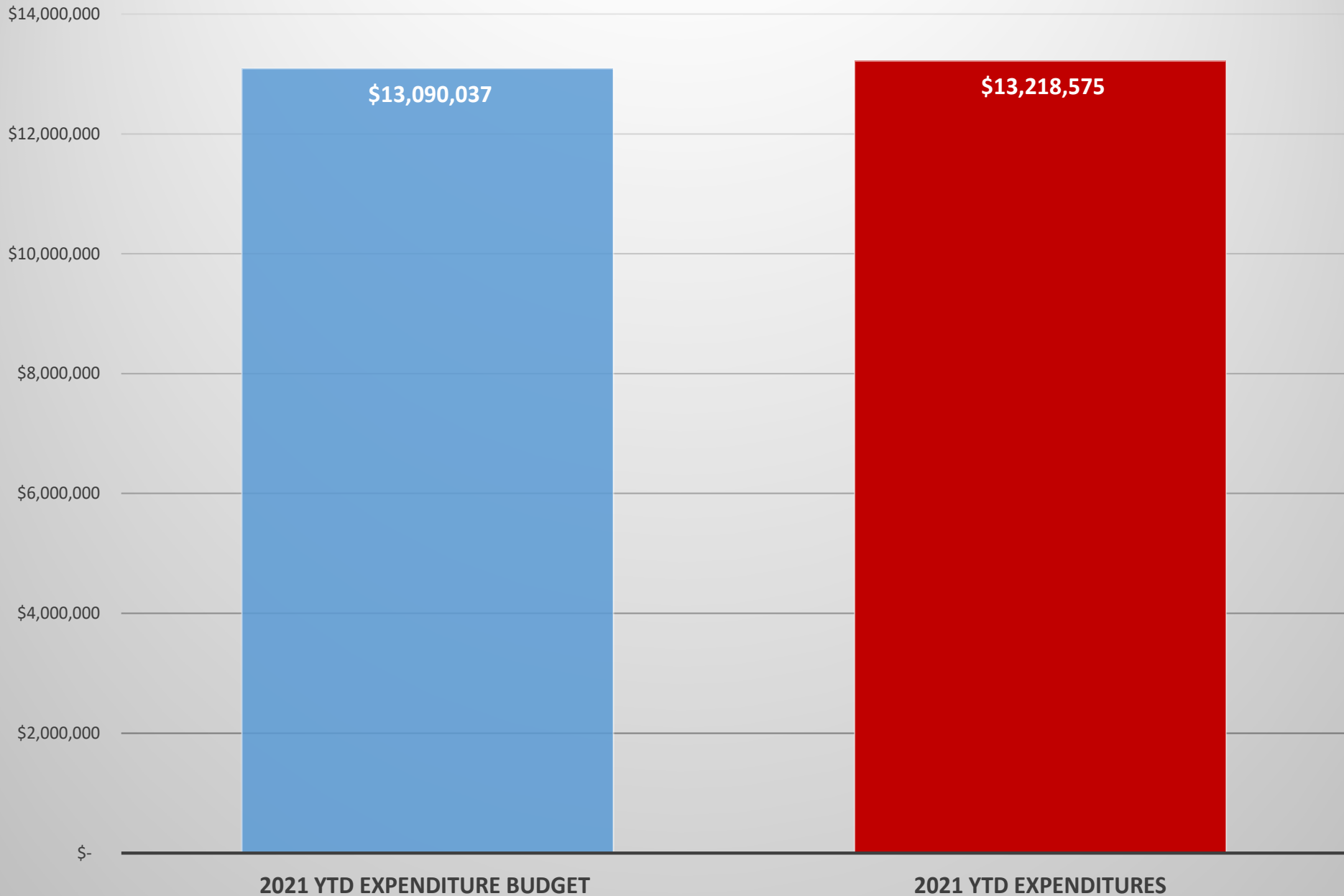


*City of Spokane*  
***PARKS***  
***& RECREATION***

Financial Reports  
September 2021

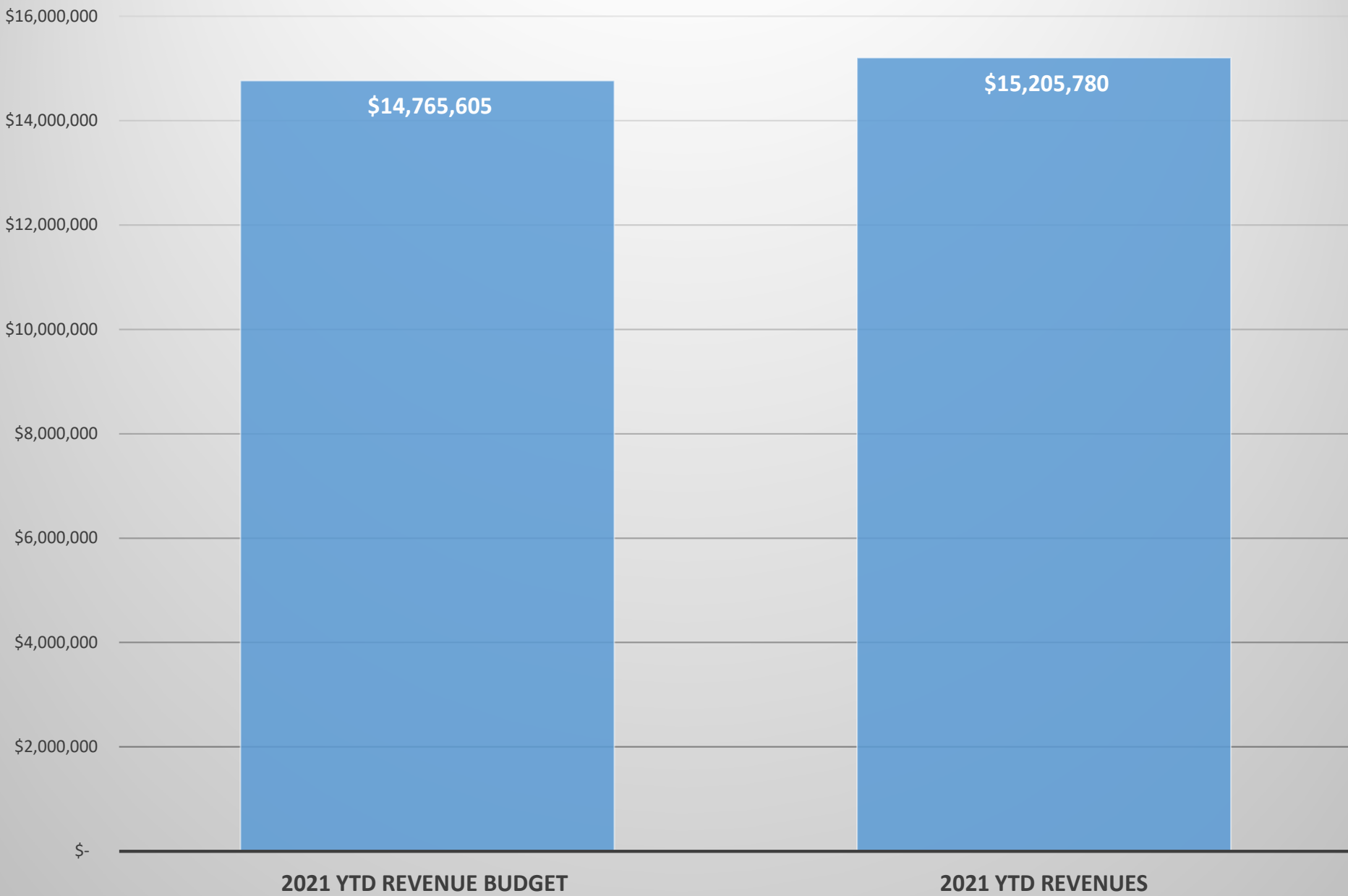
# Park Fund

## September 2021 Expenditures vs. Historical Budget Average



**Park Fund**

**September 2021 Total Revenues vs. Historical Budget Average**





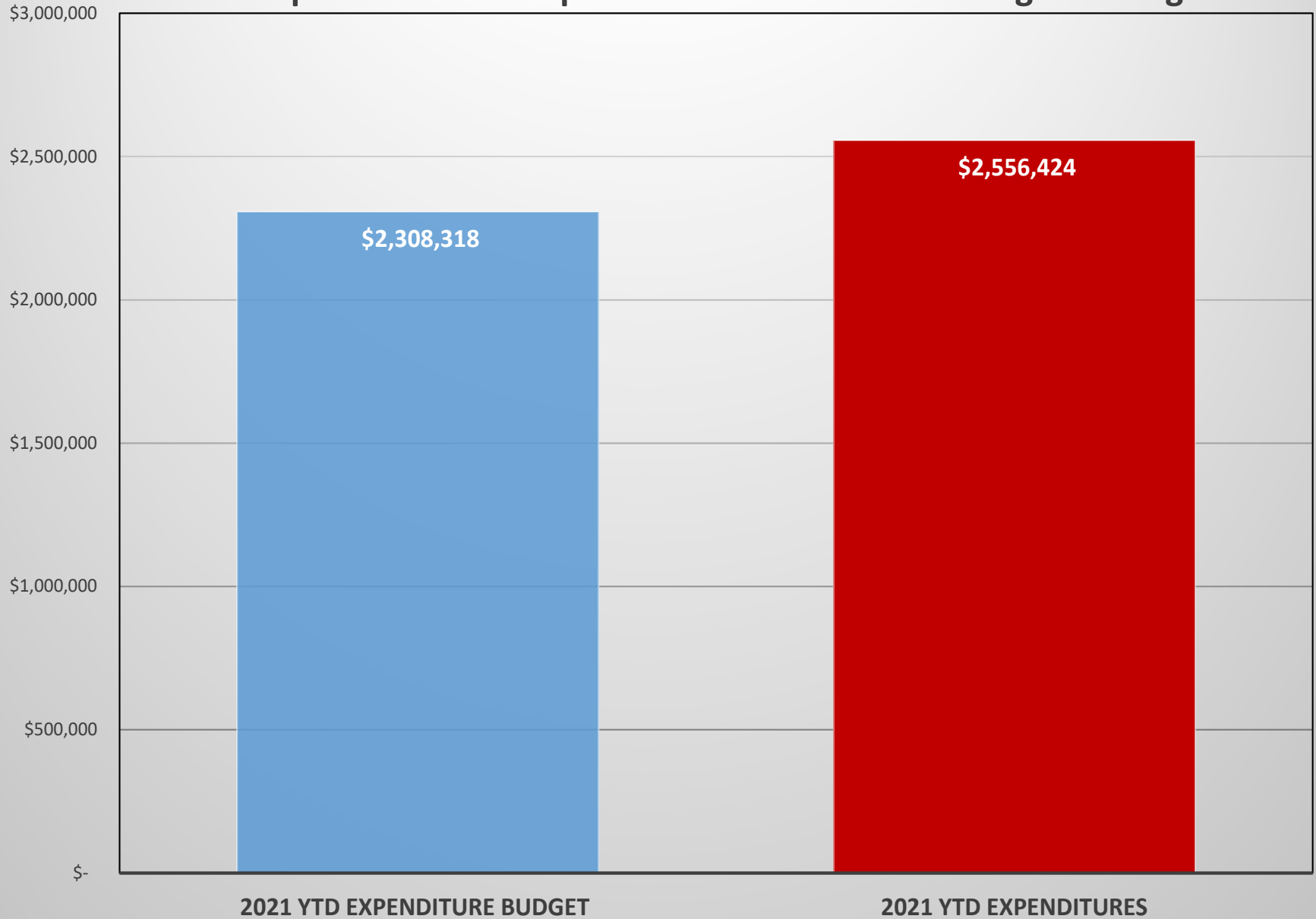
# Park Fund

## Total September 2021 YTD Expenditures vs. Total YTD Revenues



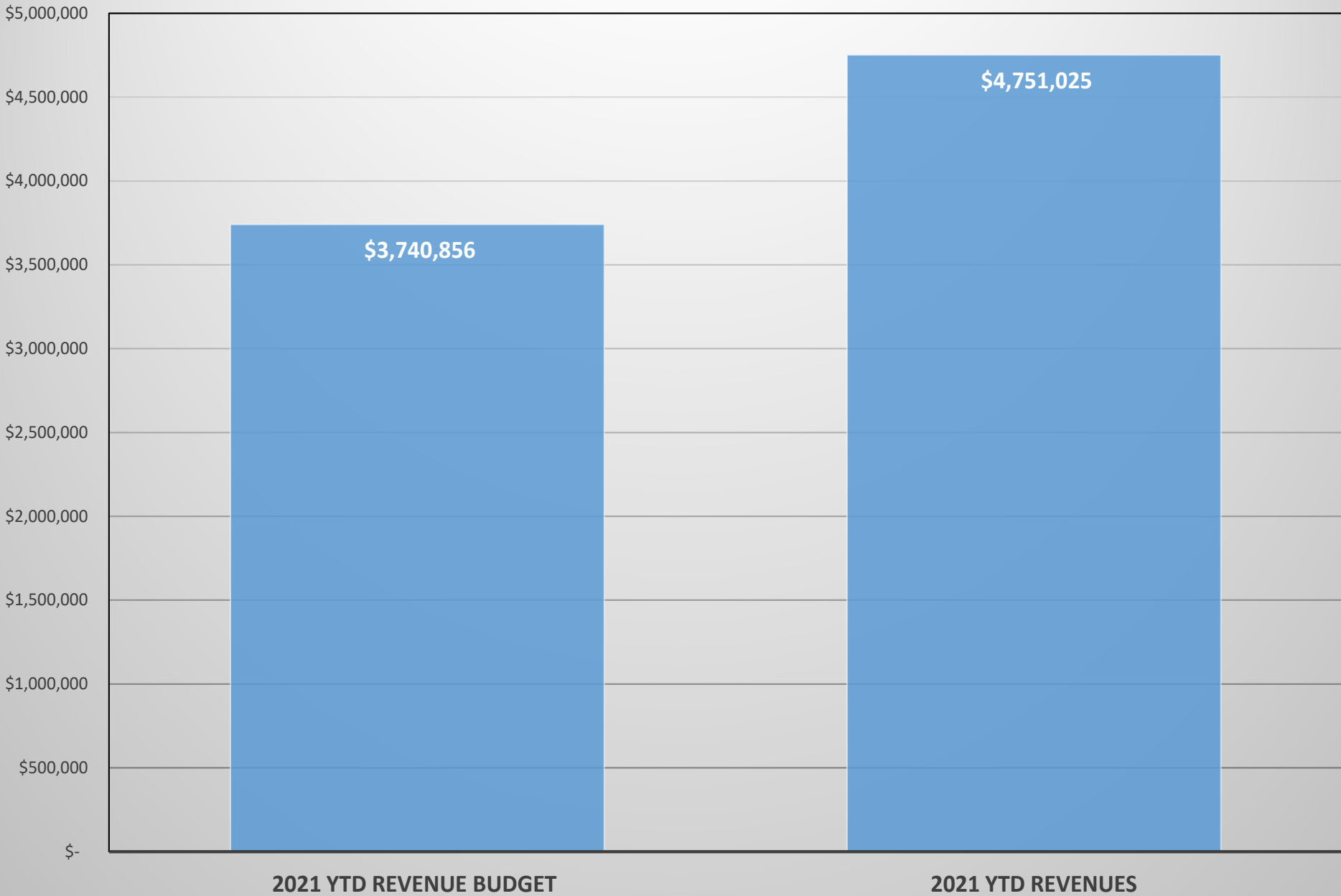
# Golf Fund

## September 2021 Expenditures vs. Historical Budget Average



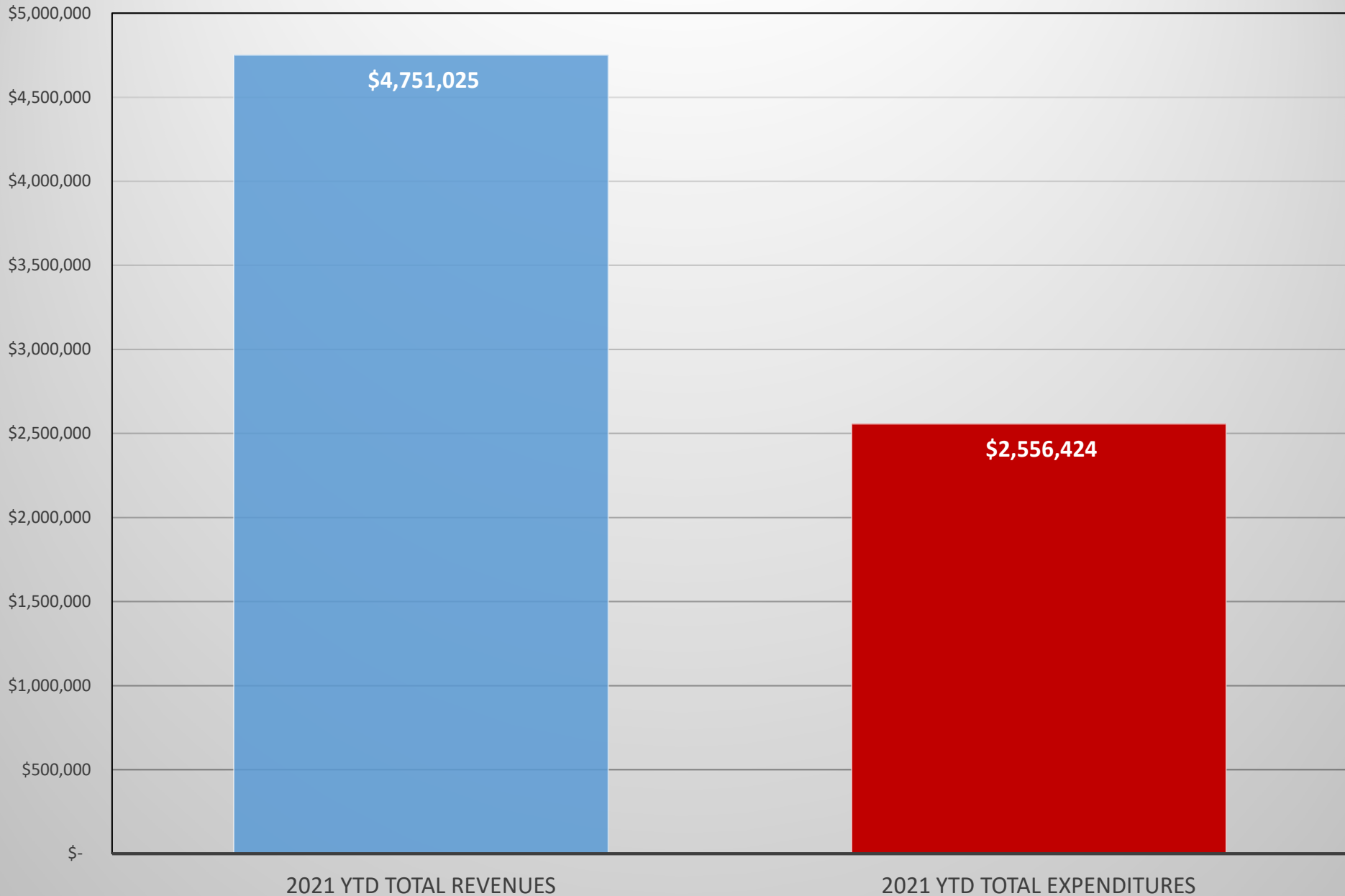
**Golf Fund**

**September 2021 Total Revenues vs. Historical Budget Average**



# Golf Fund

## Total September 2021 YTD Expenditures vs. Total YTD Revenues



Project Component	Budget Adopted December 2020	Expended as of September 30, 2021	Committed to Date	Budget Balance
1. South Bank West	\$ 10,412,530.00	\$ 10,412,530.00	\$ -	\$ -
2. South Bank Central	\$ 11,744,579.00	\$ 11,744,579.00	\$ -	\$ -
3. Howard St. SC Bridge	\$ -	\$ -	\$ -	\$ -
4. Promenades & Cent. Trail	\$ 8,515,817.00	\$ 8,281,332.00	\$ 308,237.39	\$ (54,752.39)
5. Havermale Island	\$ 22,186,182.00	\$ 22,186,182.00	\$ -	\$ -
6. snxw menez	\$ 756,742.00	\$ 201,742.00	\$ 435,000.00	\$ 120,000.00
7. North Bank	\$ 10,133,837.00	\$ 10,365,235.00	\$ 332,996.68	\$ (114,394.68)
8. South Bank East	\$ 156,847.00	\$ 156,847.00	\$ -	\$ -
Program Level	\$ 4,488,758.00	\$ 4,254,789.00	\$ 51,335.69	\$ 182,633.31
Total	\$ 68,395,292.00	\$ 67,603,236.00	\$ 1,127,569.76	\$ 133,486.24

# Spokane Park Board

## Briefing Paper



<b>Committee</b>	Riverfront Park		
<b>Committee meeting date</b>	Oct. 11, 2021		
<b>Requester</b>	Berry Ellison	<b>Phone number:</b> 625-6276	
<b>Type of agenda item</b>	<input type="radio"/> Consent <input type="radio"/> Discussion <input type="radio"/> Information <input checked="" type="radio"/> Action		
<b>Type of contract/agreement</b>	<input type="radio"/> New <input type="radio"/> Renewal/ext. <input type="radio"/> Lease <input checked="" type="radio"/> Amendment/change order <input type="radio"/> Other		
<b>City Clerks file</b> (OPR or policy #)	OPR 2020-0173		
<b>Item title:</b> (Use exact language noted on the agenda)	Bacon Concrete change order #7/West Havermale Stepwell (\$10,627.50, tax inclusive)		
<b>Begin/end dates</b>	Begins: 10/14/2021	Ends: 09/30/2022	<input type="checkbox"/> Open ended
<b>Background/history:</b> Riverfront Park's Signature Art Piece Fabricator must elongate the project schedule due to fabrication difficulties. Although the Fabricator is not requesting additional funds, the General Contractor, Bacon Concrete is incurring additional costs and is requesting additional funds to cover the following expenses: Add construction fence rental for 12 months (through September 2022) Add contract administration and construction support for three (3) additional mobilizations. Add Retainage Bond Add 9% Sales tax			
<b>Motion wording:</b> Move to approve Bacon Concrete West Havermale change order #7 in the amount of \$10,627.50 tax inclusive from project contingency and contract extension to Sept. 30, 2022.			
<b>Approvals/signatures outside Parks:</b> <input checked="" type="radio"/> Yes <input type="radio"/> No If so, who/what department, agency or company: Name: Greg Bacon    Email address: greg@baconconcrete.com    Phone: (509) 924-3900			
<b>Distribution:</b> Parks – Accounting    Dlarnold@spokanecity.org Parks – Pamela Clarke Requester: Berry Ellison Grant Management Department/Name:			
<b>Fiscal impact:</b> <input type="radio"/> Expenditure <input type="radio"/> Revenue Amount: \$10,627.50, tax inclusive    Budget code: 3346 49574 94000 56520 48117			
<b>Vendor:</b> <input checked="" type="radio"/> Existing vendor <input type="radio"/> New vendor <b>Supporting documents:</b> <input type="checkbox"/> Quotes/solicitation (RFP, RFQ, RFB) <input type="checkbox"/> W-9 (for new contractors/consultants/vendors) <input type="checkbox"/> Contractor is on the City's A&E Roster - City of Spokane <input type="checkbox"/> ACH Forms (for new contractors/consultants/vendors) <input checked="" type="checkbox"/> UBI: 601 398 658    Business license expiration date: 6/30/22 <input type="checkbox"/> Insurance Certificate (min. \$1 million in General Liability)			

CITY OF SPOKANE  
PARKS AND RECREATION DEPARTMENT  
CHANGE ORDER NO. 7

NAME OF CONTRACTOR: Bacon Concrete, Inc.

PROJECT TITLE: West Havermale Playground

CITY CLERK CONTRACT NUMBER: OPR 2020-0173

=====

DESCRIPTION OF CHANGE:

Item 1: PCO #31 Extended Schedule with Cost

AMOUNT

\$ 9,750.00

=====

**TOTAL AMOUNT:**     \$9,750.00

<b>CONTRACT SUM (EXCLUDES SALES TAX)</b>	
ORIGINAL CONTRACT SUM (INCLUDE ALTERNATES)	\$ 1,814,450.00
NET AMOUNT OF PREVIOUS CHANGE ORDERS	\$ 198,413.55
CURRENT CONTRACT AMOUNT	\$ 2,012,863.55
CURRENT CHANGE ORDER	\$ 9,750.00
<b>REVISED CONTRACT SUM (EXCLUDES SALES TAX)</b>	<b>\$ 2,022,613.55</b>

<b>CONTRACT COMPLETION DATE</b>	
ORIGINAL CONTRACT COMPLETION DATE	12/31/2020
CURRENT COMPLETION DATE	06/30/2021
<b>REVISED COMPLETION DATE</b>	<b>09/30/2022</b>

Contractor: \_\_\_\_\_ Date: \_\_\_\_\_

City Approval: \_\_\_\_\_ Date: \_\_\_\_\_

City Clerk Attest: \_\_\_\_\_ Date: \_\_\_\_\_

Pre-Approved as to form: James Richman, Assistant City

Attorney



# Change Order

Contract Number 2020-0173	Contract Title West Havermale Project - Riverfront Park	Federal Aid Number
Change Order Number 31	Change Description Contract Extension Overhead	Date 09/03/21
Prime Contractor / Design-Builder Bacon Concrete, Inc.		

☒ Ordered by Engineer under the terms of Section 1-04.4 of the Standard Specifications

☐ Change proposed by Contractor / Design-Builder

## Change Description

If it is decided that the contract for the West Havermale - Riverfront Park project (#2020-0173) will be extended (06/30/21-09/30/22), the following items will be included:

\$ 2,250.00 > Fence Rental (\$150.00/month)

6,000.00 > Additional Contract Administration & Maintenance of Stepwell Site (\$400.00/month)

1,500.00 > Retainage Bond

\$ 9,750.00 > Subtotal

877.50 > Sales Tax (9.0%)

\$10,627.50 > Total

Any labor and materials needed to protect the Stepwell site during winter months will be billed at cost + 25%.

Any damage caused by Quarra Stone Company, LLC will be billed at cost + 25%.

Verbal Approval Given By	Verbal Approval Date	Working Days +/-
--------------------------	----------------------	------------------

Original Contract Amount \$1,975,936.05	Current Contract Amount \$2,192,008.41	Est. Net Change This C.O. \$10,627.50	Est. Contract Amount \$2,202,635.91
--	---	--	--

Approval Recommended	Approved	Approved
Project Engineer		Approving Authority per C.A. Agreement
Date		Date
Approval Recommended		Other Approval As Required
By Prime Contractor		Signature Date
Date		Representing



# Spokane Park Board

## Briefing Paper



<b>Committee</b>	Riverfront Park Committee		
<b>Committee meeting date</b>	Oct. 11, 2021		
<b>Requester</b>	Jonathan Moog	<b>Phone number:</b> 625-6243	
<b>Type of agenda item</b>	<input type="radio"/> Consent <input type="radio"/> Discussion <input type="radio"/> Information <input checked="" type="radio"/> Action		
<b>Type of contract/agreement</b>	<input type="radio"/> New <input type="radio"/> Renewal/extension <input type="radio"/> Amendment/change order <input checked="" type="radio"/> Other		
<b>City Clerks file</b> (OPR or policy #)			
<b>Item title:</b> (Use exact language noted on the agenda)	2022 Riverfront Park fees and charges		
<b>Begin/end dates</b>	Begins: Oct. 14, 2021	Ends:	<input checked="" type="checkbox"/> Open ended
<b>Background/history:</b> Riverfront Park provides public attractions and venues for rent to third-party event organizers. Fees collected from these activities count towards the cost recovery of providing and maintaining venues and attractions for the community. Discounts are available to qualifying groups.			
<b>Motion wording:</b> Approve Riverfront Park attraction and special event fees and charges			
<b>Approvals/signatures outside Parks:</b> <input type="radio"/> Yes <input checked="" type="radio"/> No If so, who/what department, agency or company: Name: _____ Email address: _____ Phone: _____			
<b>Distribution:</b> Parks – Accounting Parks – Pamela Clarke Requester: Jonathan Moog Grant Management Department/Name: _____			
<b>Fiscal impact:</b> <input checked="" type="radio"/> Expenditure <input type="radio"/> Revenue Amount: _____ Budget code: _____			
<b>Vendor:</b> <input checked="" type="radio"/> Existing vendor <input type="radio"/> New vendor <b>Supporting documents:</b> <div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> Quotes/solicitation (RFP, RFQ, RFB)  <input type="checkbox"/> Contractor is on the City's A&amp;E Roster - City of Spokane  <input type="checkbox"/> UBI: _____ Business license expiration date: _____         </div> <div> <input type="checkbox"/> W-9 (for new contractors/consultants/vendors)  <input type="checkbox"/> ACH Forms (for new contractors/consultants/vendors)  <input type="checkbox"/> Insurance Certificate (min. \$1 million in General Liability)         </div> </div>			

# Riverfront Spokane

## 2022 Attractions Rates

Attraction	2020/2021 Fees	2022 Fees <sup>1,3</sup>	Change
<b>The Ice</b>			
Adult Admission	\$7.25	\$7.95	\$0.75
Child Admission (12 & Under)	\$5.25	\$5.95	\$0.75
Skate Rental	\$4.95	\$5.95	\$1.00
Additional Hour	Not Available	Not Available	NC
Field Trip (Adm, rental) <sup>4</sup>	\$8.00	\$8.95	\$0.75
Adult Unlimited Pass	\$34.95	\$35.95	\$1.00
Child Unlimited Pass (Ages 3-12) <sup>2</sup>	\$28.95	\$30.95	\$2.00
Skate Rental Add-on for UP	\$17.95	\$17.95	NC
<b>Spider Jump</b>			
3 minutes	\$6.95	\$8.95	\$2.00
5 minutes	Not Available	\$11.95	New
<b>Skyride</b>			
Adult Admission	\$9.95	\$10.95	\$1.00
Child Admission (ages 3-12) <sup>2</sup>	\$6.95	\$7.95	\$1.00
<b>Skate Ribbon</b>			
Skate Ribbon admission	Free	Free	NC
Helmets & Pads	Free	Free	NC
Roller Skate Rental (1-Hr)	\$5.95	\$5.95	NC
Scooter Rental (1-Hr)	\$7.95	\$7.95	NC
Pedal Kart Rental (30-Mins)	\$7.95	\$7.95	NC
Pedal Kart Rental (1-Hr)	\$11.95	\$11.95	NC
<b>Looff Carrousel</b>			
Single Ride	\$3.00	\$3.00	NC
Unlimited Ride Day Pass <sup>4</sup>	\$6.50	\$7.00	\$0.50
<b>Value Pass<sup>4</sup></b>			
<u>Winter Pass</u> includes Ice skate admission with rental, Skyride, and unlimited carrousel rides.			
<u>Summer Pass</u> includes Skate or Scooter rental, 3-min spider jump, SkyRide, & unlimited Carrousel rides.			
Adult - Winter Value Pass	\$21.95	\$27.95	\$6.00
Child - Winter Value Pass	\$17.95	\$22.95	\$5.00
Adult - Summer Value Pass	\$22.95	\$26.95	\$4.00
Child - Summer Value Pass	\$19.95	\$23.95	\$4.00
<b>Parking</b>			
First Hour	Not Available	\$4.00	NC
Additional Hr	Not Available	\$1.00	NC
Special Event Rate	Not Available	\$15.00	NC
Early Bird (before 9am to 6pm)	Not Available	\$3.00	NC
<b>Discounts</b>		<b>Footnotes</b>	
* 10% General Discount for Military Veterans and Active Duty, Seniors (60+) and AAA * 15% Group discount for purchase of 10 or more of same ticket type. * Discount upto 50% or BOGO may be offered to general public as part of planned activation or promotion of park, program and/or attraction.		1. Proposed fees are effective upon Park Board Approval 2. Children 2 and under are free 3. Prices do not include, where applicable, Sales (8.9%) and Admission tax (5%) 4. Discounts not available	

Riverfront Spokane  
2022 Special Event Rates

Facility	Duration <sup>5</sup>	2020/2021 Fees		2022 Fees		Change
Clock Tower Meadow	4-Hours	Not Available		\$575		New
	Day	\$1,000		\$1,000		NC
Red Wagon Meadow	4-Hours	Not Available		\$425		New
	Day	\$685		\$700		NC
Tribal Gathering Place	4-Hours	\$400		\$425		\$25
	Day	Not Available		\$700		New
Butterfly Plaza	4-Hours	Not Available		\$300		New
	Day	\$500		\$500		NC
Sister Cities Garden	4-Hours	Not Available		\$450		New
	Day	Not Available		\$750		New
East Havermale (site)	4-Hours	Not Available		\$1,150		new
	Day	\$2,000		\$2,000		NC
Lilac Bowl	4-Hours	Not Available		\$675		New
	Day	\$1,150		\$1,150		NC
Forestry Shelter & Lawn	4-Hours	\$350		\$375		\$25
	Day	\$650		\$650		NC
Havermale Point	4-Hours	Not Available		\$450		New
	Day	\$790		\$800		\$10
Washington St Couplet Lawn	4-Hours	Not Available		\$300		New
	Day	\$480		\$500		\$20
South Gateway (site)	4-Hours	Not Available		\$650		New
	Day	\$1,100		\$1,100		NC
Rotary Fountain Plaza	4-Hours	Not Available		\$350		New
	Day	\$570		\$575		\$5
Locust Lawn & Lane	4-Hours	Not Available		\$400		New
	Day	\$700		\$700		NC
Looff Carrousel (full bldg) *Must have door attendant - \$20/hr	4-Hours	\$1,600		\$1,600		NC
Event Rooms - 3 available	4-Hours	1 room	\$300	1 room	\$300	NC
		2 rooms	\$450	2 rooms	\$450	NC
		3 rooms	\$600	3 rooms	\$600	NC
Looff Patio	4-Hours	w/o room	\$270	w/o room	\$270	NC
		w/ room	\$170	w/ room	\$170	NC
Looff Plaza	4-Hours	Not Available		\$350		New
	Day	\$550		\$600		\$50
Numerica Skate Ribbon	4-Hours	Apr-Sep	\$1,600	Apr-Sep	\$1,400	(\$200)
		Nov-Feb	\$5,000	Nov-Feb	\$4,000	(\$1,000)
Event room - 2 available	4-Hours	\$290		\$125		(\$65)
Patio	4-Hours	\$270		\$250		(\$20)
snx <sup>w</sup> mene <sup>?</sup> .	4-Hours	\$600		\$500		(\$100)
	Day	Not Available		\$900		New
Amphitheater	4-Hours	\$300		\$300		NC
	Day	Not Available		\$500		New
Lawn	4-Hours	\$300		\$300		NC
	Day	Not Available		\$500		New
Inspiration Point	4-Hours	\$200		\$250		\$50
	Day	Not Available		\$400		New
Bridges						
North Channel Bridge	4-Hours	Not Available		\$350		New
	Day	\$600		\$600		NC
South Howard Street Bridge	4-Hours	Not Available		\$425		New
	Day	\$700		\$700		NC

Riverfront Spokane  
2022 Special Event Rates

Facility	Duration <sup>5</sup>	2020/2021 Fees		2022 Fees		Change
Blue Bridge	Not available	Not Available		Not Available		NC
Lou Barbieri Bridge	Not available	Not Available		Not Available		NC
King Cole Bridge	Not available	Not Available		Not Available		NC
Park Shelters						
North Bank Shelter	4-Hours	Not Available		\$375	New	
	Day	\$650		\$650	NC	
Forestry Shelter and Lawn	4-Hours	Not Available		\$375	New	
	Day	\$650		\$650	NC	
Central Promenade						
Central Plaza	4-Hours	Not Available		\$500	New	
	Day	\$1,100		\$900	(\$200)	
Central Promenade	4-Hours	Not Available		\$400	New	
	Day	\$900		\$700	(\$200)	
Parking Lots, Pathways, other						
Walks/Runs using Pathways	Day	\$220		\$250	\$30	
No Fuss 1-hr Outdoor Ceremony	1-hour	Not Available		\$150	New	
Washington Lot	Day	\$770		\$2,500	\$1,730	
Pavilion						
		Commercial Event <sup>4</sup>	Community Event <sup>3</sup>	Commercial Event	Community Event <sup>3</sup>	
U.S. Pavilion (Ticketed) <small>Includes stage and spaces below</small>	Day	\$7,000 <sup>1</sup>	\$4450 <sup>2</sup>	\$7,000 <sup>1</sup>	\$4450 <sup>2</sup>	NC
U.S. Pavilion (Non-Ticketed) <small>Includes stage and spaces below</small>	Day	\$7,500	\$4,950	\$7,500	\$4,950	NC
Pavilion Spaces (seperately priced)						
Public Lobby	4-Hours	\$550	\$450	\$550	\$450	NC
	Day	Not Available		\$975	\$625	New
Expo Meeting Room	4-Hours	\$300	\$200	\$300	\$200	NC
	Day	Not Available		\$525	\$350	New
74 Meeting Room	4-Hours	\$300	\$200	\$300	\$200	NC
	Day	Not Available		\$525	\$350	New
Sky Room	4-Hours	\$550	\$450	\$550	\$450	NC
	Day	Not Available		\$975	\$800	New
Green Rooms 1 & 2	4-Hours	\$250	\$150	\$250	\$150	NC
	Day	Not Available		\$450	\$275	New
Garco Terrace <small>(Special Restructions apply)</small>	4-Hours	\$500	\$400	\$500	\$400	NC
	Day	Not Available		\$875	\$700	New
South Terrace	4-Hours	\$300	\$200	\$300	\$200	NC
	Day	Not Available		\$525	\$350	New
North Terrace	4-Hours	\$300	\$200	\$300	\$200	NC
	Day	Not Available		\$525	\$350	New
Service Yard	4-Hours	\$500	\$400	\$500	\$400	NC
	Day	Not Available		\$875	\$700	New
Pavilion Ampitheater <small>(stage rental included, additional fees transport and labor required)</small>	Day	\$4,900	\$3,000 <sup>2</sup> (ticketed) \$3,500 (non-ticketed)	\$4,900	\$3,000 <sup>2</sup> (ticketed) \$3,500 (non-ticketed)	NC
Vendor Space Fee						
	Event Attendees					
Small Event	0-500	\$150		\$150		NC
Medium Event	501 - 1000	\$250		\$250		NC
Large Event	1001+	\$350		\$350		NC

Riverfront Spokane  
2022 Special Event Rates

Facility	Duration <sup>5</sup>	2020/2021 Fees	2022 Fees	Change
<b>Additional Rentals</b>				
40x40 Stage (Special requirements apply, no rental charge for set-up and break-down)	Day	\$5000 (Day 1) \$2000 (Per day thereafter)	\$5000 (Day 1) \$2000 (Per day thereafter)	NC
Room Reset Fee (as applicable)	Day	\$50	\$50	NC
A- Frame (blank)	Day	\$5	\$5	NC
Cord Covers 3'	Day	\$10	\$10	NC
4' Round Dining Height Seats 4	Day	\$10	\$10	NC
5' Round Dining Height Seats 8	Day	\$10	\$10	NC
6' Rectangle Banquet Table	Day	\$10	\$10	NC
8' Rectangle Banquet Table	Day	\$10	\$10	NC
3' Round Cocktail Height	Day	\$10	\$10	NC
3' Round Patio table w/ 4 Chairs	Day	\$20	\$20	NC
Table Skirting	Day	\$5	\$5	NC
5' Plastic Folding Table	Day	\$8	\$8	NC
6' Plastic Folding Table	Day	\$8	\$8	NC
Plastic Folding Chairs	Day	\$2	\$2	NC
Plastic Non-Folding Chairs	Day	\$2.50	\$2.50	NC
Padded Folding Chair	Day	\$2.50	\$2.50	NC
Black Stanchion (9ft Length)	Day	\$8.00	\$8.00	NC
Extension Cord	Day	\$20	\$20	NC
PA System w/Wireless Mic	Day	\$200	\$200	NC
Rustic Picnic Table w/2 benches	Day	\$20	\$20	NC
Spider Box	Day	\$125	\$125	NC
Event Fence Section (8x3.5ft)	Day	\$10	\$10	NC
Event Fence Section (6x10ft)	Day	\$12	\$12	NC
<b>Discounts</b>		<b>Footnotes</b>		
Largest qualifying discount will be applied. Multiple discounts may not be applied with exception of 10% discount for multi-year agreements.		1. Flat rate or 10% of gross gate receipts, per performance, whichever is greater.		
1. <u>Community Event<sup>3</sup> Discounts (Excluding Pavilion Spaces)</u>		2. Flat rate or 8% gross gate receipts, per performance whichever is greater.		
*35% Event is free and open to the public; OR,		3. Community Performance/Event – Events that are promoted or sponsored by a Civic, Educational, Religious or Charitable group or organization within the State of Washington. The group must hold a City of Spokane business license (unless exempt by SMC regulations)		
*25% Public fundraiser (fun run, entrance fees, etc.)		4. Commercial Performance/Event – Defined as public or private sector (excluding city agency or nonprofit organization).		
2. 50% Discount off of facility rates for new events to Riverfront Park/Pavilion. Applied to first event only and requires 3-year agreement.		5. 4-hour and full day (6am-Midnight) rates are inclusive of move-in and move-out periods for events.		
3. 75% Multi-Day Discount - Event reservations greater than four days. Each day after four receives the discount.				
4. Additional 10% for event with a min 3 year agreement.				

# Spokane Park Board

## Briefing Paper



<b>Committee</b>	Finance		
<b>Committee meeting date</b>	Oct. 12, 2021		
<b>Requester</b>	Mark Buening		
<b>Requester phone number</b>	509-625-6544		
<b>Type of agenda item</b>	<input type="radio"/> Consent <input type="radio"/> Discussion <input type="radio"/> Information <input checked="" type="radio"/> Action		
<b>Type of contract</b>	<input checked="" type="radio"/> New <input type="radio"/> Renewal/extension <input type="radio"/> Amendment/change order <input type="radio"/> Other		
<b>City Clerks file</b> (OPR or policy #)			
<b>Item title:</b> (Use exact language on the agenda)	2022 Parks Fund and Golf Fund recommended budget		
<b>Begin/end dates</b>	Begins: 01/01/2022         Ends: 12/31/2022 <input type="checkbox"/> Open ended		
<b>Impact if not approved at this time</b>			
<b>Background/history:</b> Each year, Parks submits the division's proposed annual budget to City Council for adoption. The proposed budget, passed by the Park Board, will be transmitted to City Council the beginning of November.			
<b>Recommendation/motion wording:</b> To approve the 2022 Parks Fund and Golf Fund budgets, as presented			
<b>Approvals/signatures outside Parks:</b> <input checked="" type="radio"/> Yes <input type="radio"/> No If so, who/what department, agency or company: Name: <u>City Council</u> Email address: _____ Phone: _____			
<b>Distribution:</b> Parks – Accounting _____ Parks – Pamela Clarke _____ Requester: <u>Mark Buening</u> _____ Grant Management Department/Name: _____			
<b>Fiscal impact:</b> <input checked="" type="radio"/> Expenditure <input type="radio"/> Revenue Amount: N/A Budget code: _____			
<b>Vendor:</b> <input checked="" type="radio"/> Existing vendor <input type="radio"/> New vendor <b>Supporting documents:</b> <div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> Quotes/solicitation (RFP, RFQ, RFB)  <input type="checkbox"/> Contractor is on the City's A&amp;E Roster - City of Spokane  <input type="checkbox"/> Business license expiration date:         </div> <div> <input type="checkbox"/> W-9 (for new contractors/consultants/vendors)  <input type="checkbox"/> ACH Forms (for new contractors/consultants/vendors)  <input type="checkbox"/> Insurance Certificate (min. \$1 million in General Liability)         </div> </div>			

# Crosswalk from 2021 Adopted Budget to 2022 Recommended Budget Fund 1400

<b>2021 Adopted Revenues</b>	<b>\$</b>	<b>23,622,056</b>
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Adjustments to Revenue

2022 Increase in GF Transfer	\$	948,866
Increase in Wastewater Transfer	\$	13,382
Revenue Adjustment		(197,000)
Riverfront Park Revenue Adjustment		(486,600)
Recreation Revenue Adjustment	\$	66,650

<b>2022 Recommended Revenues</b>	<b>\$</b>	<b>23,967,354</b>
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	<u>Amount</u>	<u>FTEs</u>
<b>2021 Adopted Expenditures</b>	<b>\$ 23,090,463</b>	<b>99.36</b>

Salary Adjustments (Auto)	(62,261)	
Benefit Adjustments (Auto)	38,730	
Contra Elimination	134,784	
Changes in Interfund Charges	148,784	
Utilities Increase	100,000	
Recreation Operating Increases	11,866	
Net Park Ops Temp Seasonal	24,000	
Recreation Aide	49,809	1.00
Park Caretaker	57,404	1.00
Irrigation Specialist	55,081	1.00
Parks Foreperson	66,083	1.00
Asst. Food & Bev. Supervisor	(67,247)	(1.00)
Forestry Supervisor	(24,251)	(0.20)
Net Change in RFP Operating	(398,442)	
Reserve for Admin. Inclusion Coord.	25,000	
COLA Reserve	230,000	
Capital Reserve	180,819	

<b>2022 Recommended Expenditures</b>	<b>\$</b>	<b>23,660,622</b>	<b>102.16</b>
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<b>Net Budget Balance</b>	<b>\$</b>	<b>306,732</b>
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**City of Spokane - Parks & Recreation**  
**Fund 1400 - Natural Resources**  
**2022 Recommended Budget**

	2020 Actual	2021 Adopted Budget	2021 Thru September	2022 Recommended Budget
<b><u>Revenues</u></b>				
General Fund Transfer	66,000	66,000	66,000	66,000
Program Revenue	16,125	91,000	144,726	91,000
<b>Total Revenue</b>	<b>82,125</b>	<b>157,000</b>	<b>210,726</b>	<b>157,000</b>
<b><u>ExpenditureCategories:</u></b>				
Salaries & Wages	429,178	527,994	338,928	566,591
Personnel Benefits	152,829	202,101	117,623	204,417
Supplies	9,399	30,550	9,770	30,550
Svcs. & Charges	97,509	207,255	104,211	216,799
Interfund Services	12,615	26,149	787	25,339
Operating Transfers		2,641		-
Capital Outlay				
<b>Total Expenditures</b>	<b>701,531</b>	<b>996,690</b>	<b>571,319</b>	<b>1,043,696</b>
<b>Net Revenues minus Expenditures</b>	<b>(619,406)</b>	<b>(839,690)</b>	<b>(360,593)</b>	<b>(886,696)</b>



**City of Spokane - Parks & Recreation  
Fund 1400 - Park Operations  
2022 Recommended Budget**

	2020 Actual	2021 Adopted Budget	2021 Thru September	2022 Recommended Budget
<b>Revenues</b>	91,840	200,430	84,617	200,430
<u>ExpenditureCategories:</u>				
Salaries & Wages	1,974,525	2,862,046	1,547,723	2,867,029
Personnel Benefits	714,885	886,883	544,519	901,543
Supplies	92,561	179,500	133,020	179,500
Svcs. & Charges	1,015,205	1,078,509	870,005	1,165,506
Interfund Services	2,552		2,318	
Operating Transfers	-	25,526		230,000
Capital Outlay	-			
<b>Total Expenditures</b>	3,799,728	5,032,464	3,097,585	5,343,578
<b>Net Revenues minus Expenditures</b>	(3,707,888)	(4,832,034)	(3,012,968)	(5,143,148)

**City of Spokane - Parks & Recreation**  
**Fund 1400 - Riverfront Park**  
**2022 Recommended Budget**

	2020 Actual	2021 Adopted Budget	2021 Thru September	2022 Recommended Budget
<b>Revenues</b>	1,018,962	4,186,300	1,540,715	3,699,700
<u>ExpenditureCategories:</u>				
Salaries & Wages	1,469,180	2,506,870	1,150,521	2,235,817
Personnel Benefits	481,679	712,133	347,252	688,782
Supplies	127,529	691,400	206,903	449,250
Svcs. & Charges	504,837	800,540	472,148	903,175
Interfund Services	1,326	20,000	185	20,000
Operating Transfers	173,976	242,531	118,745	237,030
Capital Outlay				
Reserve for Budget Adjustment				
<b>Total Expenditures</b>	2,758,526	4,973,474	2,295,754	4,534,054
Net Revenues minus Expenditures	(1,739,564)	(787,174)	(755,039)	(834,354)

**City of Spokane - Parks & Recreation**  
**Fund 1400 - Recreation**  
**2022 Recommended Budget**

	2020 Actual	2021 Adopted Budget	2021 Thru September	2022 Recommended Budget
<b>Revenues</b>	300,623	1,377,716	962,243	1,444,366
<u>ExpenditureCategories:</u>				
Salaries & Wages	786,601	1,628,112	1,298,325	1,691,181
Personnel Benefits	276,015	346,988	286,557	395,235
Supplies	101,526	258,960	169,326	268,260
Svcs. & Charges	987,420	1,316,952	969,761	1,251,987
Interfund Services	23,115	16,950	19,306	16,950
Operating Transfers				
<b>Total Expenditures</b>	2,174,676	3,567,962	2,743,275	3,623,613
Net Revenues minus Expenditures	(1,874,053)	(2,190,246)	(1,781,032)	(2,179,247)

**City of Spokane - Parks & Recreation**  
**Fund 1400 - Administration**  
**2022 Recommended Budget**

	2020 Actual	2021 Adopted Budget	2021 Thru September	2022 Recommended Budget
<b>Revenues</b>	17,872,229	16,690,610	12,400,801	17,455,858
<u>ExpenditureCategories:</u>				
Salaries & Wages	2,032,304	2,305,713	1,462,369	2,345,770
Personnel Benefits	693,218	815,128	506,848	837,893
Supplies	65,550	170,800	33,930	170,800
Svcs. & Charges	458,261	659,377	307,883	693,542
Interfund Services	2,108,589	2,474,233	1,810,161	2,623,827
Operating Transfers	650,512	69,306	26,949	53,793
Reserve for Budget Adj.		(9,784)		380,000
Capital Outlay	2,464,838	1,025,000	348,504	1,000,000
<b>Total Expenditures</b>	8,473,272	7,509,773	4,496,644	8,105,625
<b>Net Revenues minus Expenditures</b>	9,398,957	9,180,837	7,904,157	9,350,233

**City of Spokane - Parks & Recreation**  
**Fund 1400 -- Parks Fund**  
**2022 Recommended Budget**

	2020 Actual	2021 Adopted Budget	2021 Thru September	2022 Recommended Budget
<b><u>Revenues</u></b>				
General Fund Transfer	15,171,223	15,958,647	11,899,845	16,907,513
Wastewater Utility Transfer	448,458	461,463	461,463	474,845
All Other Program Revenue	3,746,099	6,201,946	2,844,472	5,584,996
Grant Revenues	59,883	1,000,000		1,000,000
<b>Total Revenues</b>	<b>19,425,663</b>	<b>23,622,056</b>	<b>15,205,780</b>	<b>23,967,354</b>
<b><u>ExpenditureCategories:</u></b>				
Salaries & Wages	6,691,788	9,830,735	5,797,865	9,706,388
Personnel Benefits	2,318,626	2,963,233	1,802,886	3,027,926
Supplies	396,565	1,331,210	566,861	1,098,360
Svcs. & Charges	3,063,232	4,072,733	2,724,008	4,241,009
Interfund Services	2,148,196	2,537,332	1,832,757	2,686,116
Operating Transfers	824,488	340,004	145,694	520,823
Reserve for Budget Adj.		(9,784)		380,000
Capital Outlay	2,464,838	1,025,000	348,504	1,000,000
Grant Expenditures	124,304	1,000,000	-	1,000,000
<b>Total Expenditures</b>	<b>18,032,038</b>	<b>23,090,463</b>	<b>13,218,575</b>	<b>23,660,622</b>
<b>Net Revenues minus Expenditures</b>	<b>1,393,625</b>	<b>531,593</b>	<b>1,987,205</b>	<b>306,732</b>

**City of Spokane - Parks & Recreation**  
**Fund 4600 - Golf Fund w/o Debt Service**  
**2022 Recommended Budget**

	2020 Actual	2021 Adopted Budget	2021 Thru September	2022 Recommended Budget
<b>Revenues</b>	3,559,051	3,401,353	3,994,294	3,905,000
<u>ExpenditureCategories:</u>				
Salaries & Wages	1,141,306	1,274,381	929,499	1,421,077
Personnel Benefits	372,325	333,870	303,851	358,806
Supplies	297,500	316,920	253,095	345,020
Svcs. & Charges	997,419	994,076	804,396	1,012,176
Interfund Services	253,801	257,387	189,490	265,787
Operating Transfers	39,679	130,000	26,949	80,000
Reserve for Budget Adj.		42,000		-
Debt Service		-	-	-
Capital Outlay	386,917	320,000	8,168	420,000
<b>Total Expenditures</b>	3,488,948	3,668,634	2,515,448	3,902,866
Net Revenues minus Expenditures	70,104	(267,281)	1,478,847	2,134

**City of Spokane - Parks & Recreation**  
**Fund 4600 - Golf fund - Debt Service Only**  
**2022 Recommended Budget**

	2020 Actual	2021 Adopted Budget	2021 Thru September	2022 Recommended Budget
<b>Revenues</b>	649,083	623,917	756,730	623,917
<u>ExpenditureCategories:</u>				
Salaries & Wages	-	-	-	-
Personnel Benefits	-	-	-	-
Supplies	-	-	-	-
Svcs. & Charges	-	-	-	-
Interfund Services	-	-	-	-
Operating Transfers	-	-	-	-
Reserve for Budget Adj.	-	-	-	-
Debt Service	121,350	81,867	40,977	535,207
Capital Outlay	-	-	-	-
<b>Total Expenditures</b>	121,350	81,867	40,977	535,207
<b>Net Revenues minus Expenditures</b>	527,733	542,050	715,753	88,710

**From:** [Deborah Ritter](#)  
**To:** [Clarke, Pamela](#)  
**Subject:** Re: Oct 14 Park Board meeting  
**Date:** Thursday, October 14, 2021 11:12:51 AM  
**Attachments:** [image002.png](#)

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**[CAUTION - EXTERNAL EMAIL - Verify Sender]**

Hi,

I am Deb Ritter, a parent, scientist and neighbor living near Grant Park in Perry District. I thank the Parks Board for the opportunity to speak and listen to the meeting. We actually decided to buy a house in 2017 nearby Grant Park because we have little kids and love the park. Through living nearby, I have observed a lot. I have realized how essential parks are for community building, how active and used the park is, what a resource it is for neighborhood. I have also been involved in the Community Garden at Grant Park, and this year helped to manage/run it too. I sincerely thank Spokane Parks for help, advice, work in our new water-saving drip irrigation system supported by Avista Foundation.

I am here to express concern about safety in Spokane parks, enforcement of parks rules and regulations, and about the need to have dedicated policing and response for what I call "negative use" of parks. Negative use I define as drug use/trash, heavy drinking / littering, smoking pot, extremely loud (and violent / explicit) music, fighting, aggressive off leash dogs, long term camping and vandalism -- esp when any of these uses occur near kids playgrounds or activities. The proximity of these near children is perhaps the most disturbing, as is the lack of heightened restrictions/ or enforcement responses based on that proximity. I call Crime Check frequently about negative use in the parking lot off 10th and Arthur, sometimes so frequently that the lot could qualify as a nuisance property. I can see the lot from my house, and I know that there is no response to most of my Crime Check calls, no matter what time of day. I know from working with the South Perry Business and Neighborhood Association (SPBNA), and working with our neighborhood police as well as Captain Meidl, that policing in parks is a particularly challenging issue on many levels. The SPD value their role in enforcement and neighborhood safety, and from my understanding do not want to relinquish this responsibility to Spokane Parks, and Spokane Parks has other resource demands as well. This results in essentially minimal policing and enforcing of Parks rules in the majority of our city parks. This means negative use can easily overpower positive, and drive usage away from parks. Its my thinking that one negative experience (finding a drug needle when out walking with a child) outweighs multiple positive



experiences.

From working with SPBNA, I know that domestic violence crime check calls are prioritized. They (rightly) go straight to the top of the response queue. I want to ask if Spokane Parks Board can explore prioritizing police response to negative park use when it is in proximity to children's playgrounds or activities with children present. I don't know the process for prioritizing Crime Check calls, but there must be some as we do not have enough SPD to respond. I am ultimately interested in enhanced and dedicated policing/rangers for all of our Spokane City Parks, yet realize the financial constraints. It is a long term goal. However, small steps could be taken to in some measure prioritize SPD responses for negative park use in a defined proximity to children's playgrounds and activities. This would reduce at least the most damaging and concerning impact of negative use, which is exposure of children to unsafe environments and negative experiences.

I thank the Parks Board for the dedicated work you do, for creating and enhancing the amazing parks system in Spokane, and for receiving my comments today. I look forward to learning more about Parks enforcement, and further, how I could help.