



Special Spokane Park Board Agenda

9:15 a.m. Tuesday, Nov. 23, 2021

WebEx virtual meeting

Call in: 408-418-9388

Access code: 2490 834 3882

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. **Public comment** – Jennifer Ogden
3. **Special discussion/action items**
 - A. [Approval to submit a special budget ordinance to City Council for the Golf Fund \(\\$340,745\) – Garrett Jones/Mark Buening](#)
 - B. [Endorse the Library Board's art selection process for the Liberty and Shadle Park library branch locations – Jennifer Ogden](#)
4. **Adjournment**

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. 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

Briefing Paper



Park Board meeting	Special Park Board meeting		
Meeting date	Nov. 23, 2021		
Requester	Mark Buening	Phone number: 509-625-6544	
Type of agenda item	<input type="radio"/> Consent <input type="radio"/> Discussion <input type="radio"/> Information <input checked="" type="radio"/> Action		
Type of contract/agreement	<input type="radio"/> New <input type="radio"/> Renewal/extension <input type="radio"/> Amendment/change order <input checked="" type="radio"/> Other		
City Clerks file (OPR or policy #)			
Item title: (Use exact language noted on the agenda)	Approval to submit SBO for the Golf Fund in the amount of \$340,745		
Begin/end dates	Begins: 11/23/2021	Ends: 12/31/2021	<input type="checkbox"/> Open ended
Background/history: The City golf courses have experienced record attendance and number of rounds in the 2021 golf season. This resulted in higher than past-year average operating costs due to the need for additional temp seasonal staff, operating supplies and maintenance costs. In addition, the hotter-than-normal summer resulted in higher than normal water costs to maintain the condition of the courses. There was also some catch-up maintenance in 2021 that was delayed due to COVID in 2020. The aging roof and HVAC system at Indian Canyon clubhouse needed to be replaced at a cost of \$340,745. This project is completed. We are requesting this amount in additional expenditure authority appropriated from the record revenues this year to pay for this project and have sufficient expenditure authority remaining to carry over the project's remaining encumbrance, if required. Any unspent budget or unencumbered budget authority will revert back to fund balance at the end of FY 2021.			
Motion wording: Approve the submittal of an SBO to the City Council for an additional \$340,745 in expenditure authority for the Golf Fund.			
Approvals/signatures outside Parks: <input checked="" type="radio"/> Yes <input type="radio"/> No If so, who/what department, agency or company: Mayor's Office and City Council Name: Paul Ingiosi Email address: pingiosi@spokanecity.com Phone: 509-625-6061			
Distribution: Parks – Accounting Parks – Pamela Clarke Requester: Mark Buening Grant Management Department/Name:			
Fiscal impact: <input checked="" type="radio"/> Expenditure <input type="radio"/> Revenue Amount: \$340,745 Budget code: 4600-55100-94000-56301			
Vendor: <input type="radio"/> Existing vendor <input type="radio"/> New vendor Supporting documents: <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&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>			

Spokane Park Board

Briefing Paper



Park Board meeting	Special Park Board meeting		
Meeting date	Nov. 23, 2021		
Requester	Phone number: 625-6241		
Type of agenda item	<input type="radio"/> Consent	<input type="radio"/> Discussion	<input type="radio"/> Information <input checked="" type="radio"/> Action
Type of contract/agreement	<input type="radio"/> New	<input type="radio"/> Renewal/extension	<input type="radio"/> Amendment/change order <input checked="" type="radio"/> Other
City Clerks file (OPR or policy #)			
Item title: (Use exact language noted on the agenda)	Endorse the Library Board's art selection process for the Liberty and Shadle Park locations		
Begin/end dates	Begins: 11/23/2021	Ends:	<input type="checkbox"/> Open ended
Background/history: The Library Board recently approved art installations at the newly renovated Shadle and Liberty Park library branches. Both libraries are located on property the library leases from Parks. One art piece has been installed at Liberty and installation of the Shadle Park art is on hold until the Park Board and Library Board are able to come to an understanding on the art approval process. The library board conducted a similar process to one the Park Board conducts when approving art on park property. Parks process includes vetting and recommendations from the Joint Art Committee (JAC) and the appropriate Park Board advisory committee. While the library board's process was similar to the Park Board's process, it omitted approvals from the JAC and another Park Board advisory committee. In order to resolve the issue, park staff will brief and present proposals to the Land Committee on issues relating to: 1) lease terms with the library; 2) how existing park policy plays into the lease agreements; 3) mitigation options; 4) review boundary issues; and 5) secure an art selection process which offers citizens the opportunity for proper public input on proposed art installations. If the library can show an equivalent committee and a public input process that replicates the current Park Board process, then the Park Board will allow the library's art panel to act in the JAC capacity. The library would bring their art recommendation before Land for consideration and to the Park Board for final approval to install the art on park property.			
Motion wording: Endorse the Library Board's art selection process for the Liberty and Shadle Park locations			
Distribution: Parks – Accounting Parks – Pamela Clarke Requester: Garrett Jones Grant Management Department/Name:			
achanse@spokanelibrary.org			
Fiscal impact: <input checked="" type="radio"/> Expenditure <input type="radio"/> Revenue Amount: Budget code: Budget neutral			
Vendor: <input type="radio"/> Existing vendor <input type="radio"/> New vendor Supporting documents: <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 type="checkbox"/> UBI: Business license expiration date: <input type="checkbox"/> Insurance Certificate (min. \$1 million in General Liability)			