

Spokane Park Board Agenda

3:30 p.m. Thursday, September 14, 2023 In-person in City Hall Council Chambers and WebEx virtual meeting Call in: 408-418-9388 Access code: 2499 362 8396

Park Board Members

Bob Anderson – President Gerry Sperling – Vice President Garrett Jones – Secretary Nick Sumner Greta Gilman Sally Lodato Jennifer Ogden Barb Richey Hannah Kitz Kevin Brownlee Doug Kelley Jonathan Bingle – City Council liaison

Agenda

- 1. Roll call: Bob Anderson
- 2. Additions or deletions to the agenda:
- 3. Public comments

4. Consent agenda:

- A. Administrative/committee-level items
 - 1) August 10, 2023, regular Park Board meeting minutes
 - 2) August 21, 2023, special Park Board meeting minutes
 - 3) Claims August 2023
 - 4) Spilker Contracting, Inc. change order #2 / Liberty Park playground & restroom renovation project (\$10,400.00 plus applicable tax) Berry Ellison
 - 5) AllPlay Systems, LLC. / fabricate, deliver, and install playground equipment at Wildhorse Park change order #1 (\$1,122.34 plus applicable tax) –Berry Ellison
 - 6) Washington State Recreation and Conservation Office/citywide playground deferred maintenance repair grant-authorizing resolution (no cost) – Nick Hamad / Carl Strong
 - 7) Lower Lincoln Park Shelter Mural Project (no cost) Josh Morrisey
 - 8) Wesslen Construction Inc Change Order #3 / Riverfront Lilac Butterfly Fabrication (\$1,751.50 plus applicable taxes) – Berry Ellison
 - 9) Personal Service Agreement with Park Mobile as Mobile Parking Payment System(s) Integrator – Jonathan Moog

- 10)Interdepartmental Agreement for Maintenance of CSO 26 Plaza and Monroe Street Bridge – Jonathan Moog
- 11)Park Parcel 35313.0016 utility easement agreement / Latah Hangman (in-kind services) Nick Hamad
- 4. Special guests:

A. None

- 5. Financial report and budget update: Rich Lentz
- 6. Special discussion/action items:
 A. 2024 proposed budget Rich Lentz
- 7. Committee reports action items:

Urban Forestry Tree Committee: September 5, 2023 – Kevin Brownlee

A. Action items: None

Land Committee: September 6, 2023 - Greta Gilman

- A. Action items: Four of four action items were presented on the consent agenda.
 - 1) Proposed revisions to Sponsorships, Donations, and Naming Recognition Policy (deferred from August 2 Land Committee meeting) Fianna Dickson

Recreation Committee: September 6, 2023 – Sally Lodato

A. Action items: None

Riverfront Park Committee: September 11, 2023 - Gerry Sperling

A. Action items: Three of five action items were presented on the consent agenda.

- Garco Construction, Inc., Change Order #2 / Riverfront Park South Suspension Bridge Renovation Construction (\$80,248.00 including applicable taxes) – Berry Ellison
- 2) Resolution regarding the Riverfront Park Dog Park Location, Project Priority, and associated funding / Riverfront Park (no cost) Nick Hamad

Golf Committee: September 12, 2023 - Nick Sumner

- A. Action items:
 - 1) 2024 golf fee increases Mark Poirier

Finance Committee: September 12, 2023 – Bob Anderson

A. Action items: The action item was presented on the consent agenda.

Development & Volunteer Committee: August 16, 2023 – Jennifer Ogden

A. Action items: None

8. Reports:

A. President: Bob Anderson

- B. Liaisons:
 - 1) Conservation Futures Nick Sumner
 - 2) Parks Foundation Barb Richey
 - 3) City Council Jonathan Bingle

C. Director (Interim): Jason Conley

9. Executive session

A. None

10. Correspondence

A. Letters/emails: None

11. Adjournment

12. Meeting dates:

A. Committee meetings:

Urban Forestry Tree Committee: 4:15 p.m. October 3, 2023, at the Shadle Park Library events room, and virtually via WebEx.

Land Committee: 3:30 p.m. October 4, 2023, at Liberty Park Library events room, and virtually via WebEx.

Recreation Committee: 5:15 p.m. October 4, 2023, at Liberty Park Library events room, and virtually via WebEx.

Riverfront Park Committee: 4:00 p.m. October 9, 2023, Pavilion conference room, Riverfront Park, and virtually via WebEx

Golf Committee: 8:00 a.m. October 10, 2023, at the Hive events room 'B', and virtually via WebEx.

Finance Committee: 3:00 p.m. October 10, 2023, at the Liberty Park Library events room, and virtually via WebEx.

Development & Volunteer Committee / Citizens Advisory Committee: 4:30 p.m. September 20, 2023, at Liberty Park library events room, and virtually via WebEx.

- B. Park Board: 3:30 p.m. October 12, 2023, Council Chambers, lower-level City Hall, and virtually 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. The Spokane City Council Chamber in the lower level of City Hall, 808 W. Spokane Falls Blvd., is wheelchair accessible and is equipped with an infrared assistive listening system for persons with hearing loss. Headsets may be checked out (upon presentation of picture I.D.) at the City Cable 5 Production Booth located on the First Floor of the Municipal Building, directly above the Chase Gallery or through the meeting organizer. Individuals requesting reasonable

accommodations or further information may call, write, or email Human Resources at 509.625.6383, 808 W. Spokane Falls Blvd., Spokane, Washington, 99201; or <u>mlowmaster@spokanecity.org</u>. 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.

CITY OF SPOKANE PARK AND RECREATION DIVISION AUGUST 2023 EXPENDITURE CLAIMS FOR PARK BOARD APPROVAL - SEPTEMBER 14, 2023

PARKS & RECREATION:

SALARIES & WAGES	\$ 1,311,995.33
MAINTENANCE & OPERATIONS	\$ 821,781.70
CAPITAL OUTLAY	\$ 5,940.86
DEBT SERVICE PAYMENTS	\$ -
PARK CUMULATIVE RESERVE FUND	\$ 235,501.20
RFP BOND 2015 IMPROVEMENTS:	
CAPITAL OUTLAY	\$ 8,768.17
GOLF:	
SALARIES & WAGES	\$ 204,246.14
MAINTENANCE & OPERATIONS	\$ 255,578.55
CAPITAL OUTLAY	\$ 57,648.25
DEBT SERVICE PAYMENTS	\$ -
TOTAL EXPENDITURES:	\$ 2,901,460.20

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Spokane Park Board Briefing Paper



Committee	Land Committee meeting date : Sept 6, 2023								
Requester	Berry Ellison	Phone number: 62							
Type of agenda item	OConsent ODiscussion	OInformation	 Action 						
Type of contract/agreement	ONew ORenewal/ext. O	Lease OAmendment/change	order OOther						
City Clerks file (OPR or policy #)	2023-0369								
Master Plan Goal, Objective, Strategy	Goal K. Objective 1	Master Plan Priority Tier: fi	rst						
(Click HERE for link to the adopted plan)		(pg. 171-175)							
Item title: (Use exact language noted on the agenda)	Spilker Contracting, Inc. chang renovation project (\$10,400.00	e order #2 / Liberty Park playgro plus applicable tax)	ound & restroom						
Begin/end dates	Begins: 09/14/2023	Ends: 12/31/2023	06/01/2525						
Background/history:									
This change order consists of five PCO 11 adds contractor-provided		antor aroas in liqu of City n	rovidod wood						
mulch.		anter areas in neu or Oity-p							
PCO 12 is a change in tissue pape	er dispenser to custom hea	vy-duty dispenser. 4 total.							
PCO 13 is a change in soap dispe	•								
PCO 14 is an add of restroom ider	.		i. 2 total.						
PCO 15 is an add of security light	at the restroom facility. 1 t	otal.							
Motion wording: Move to approve Spilker Contracting cha amount of \$10,400.00 plus applicable tax		playground & restroom renovati	on project in the						
Approvals/signatures outside Parks:	• Yes • No								
If so, who/what department, agency or c	ompany: Spilker Contracting I	nc							
Name: Jon Spilker	Email address: jon@spilkerco	ontracting.com Phone:	509 638-9351						
Distribution:	nhamad	@spokanecity.org							
Parks – Accounting	jon@spi	Ikercontracting.com							
Parks – Sarah Deatrich	jkconley	@spokanecity.org							
Requester: Berry Ellison Grant Management Department/Name:									
	<u></u>								
Fiscal impact: • Expenditure	Revenue								
Amount: \$10,400.00 plus applicable tax	Budget code: 1950-54920-9	4000-56301-48063							
Vendor: • Existing vendor	🔘 New vendor								
Supporting documents:		for now contractors losses literate les	andors						
Quotes/solicitation (RFP, RFQ, RFB)		for new contractors/consultants/ve orms (for new contractors/consult							
VBI: 604-501-999 Business license exp		ince Certificate (min. \$1 million in (

CITY OF SPOKANE PARKS AND RECREATION DEPARTMENT CHANGE ORDER NO. <u>2</u>

NAME OF CONTRACTOR: Spilker Contracting

PROJECT TITLE: Liberty Park Playground & Restroom Renovation Project

CITY CLERK CONTRACT NUMBER: 2023-0369

	=======================================
DESCRIPTION OF CHANGE:	AMOUNT:

PCO 11 - Add Wood Mulch	\$ 3	\$5,600.00
PCO 12 - Change Restroom Paper Dispenser	\$	1,200.00
PCO 13 - Change Restroom Soap Dispenser	\$	500.00
PCO 14 - Add Restroom Signage	\$	600.00
PCO 15 - Add Motion Light	\$	2,500.00

TOTAL AMOUNT:	\$10,400.00
	$\psi_{10}, \pm 00.00$

CONTRACT SUM (EXCLUDE SALES TAX)	
ORIGINAL CONTRACT SUM (INCLUDE ALTERNATES)	\$ 375,729.87
NET AMOUNT OF PREVIOUS CHANGE ORDERS	\$ 59,281.00
CURRENT CONTRACT AMOUNT	\$ 435,010.87
CURRENT CHANGE ORDER (EXCLUDES SALES TAX)	\$ 10,400.00
REVISED CONTRACT SUM	\$ 445,410.87

CONTRACT COMPLETION DATE	
ORIGINAL CONTRACT COMPLETION DATE	12/31/2023
CURRENT COMPLETION DATE	12/31/2023
REVISED COMPLETION DATE	N/A

Contractor's Acceptance:	Date:
City Approval:	Date:
Attest:	City Clerk
Approved as to form:	Assistant City Attorney



PCO# 11 Add wood mulch

SECTION	DESCRIPTION	UNIT	QUANTITY	U/P LABOR	U/P MATERIAL	U/P SUB		TOTAL LABOR	TOTAL MATERIALS	TOTAL SUBS	TOTAL
4	2 yards of wood mulch		51	0				(0	4590
	laterial only		1				0	C		0	0
								(0 0	0	0
D	elivery charges		1		280		0	C	280	0	280
								(0 0	0	0
							0	0	0	0	
								(0	0	0
								(0	0	0
								(0	0	0
								(0	0	0
								(0	0	0
						SUBTOTA	Ĺ	(4870	0	4870
						BUR/RATI	E	0.36	0.015	0.015	
						BURDEN		(73.05	0	73.05
							_	(4943.05	0	4943.05
									SUP/MED	0	0
											4943.05
									Bond	0.03	148.2915
											5091.3415
								5	SpilkerO/H &P	0.1	509.13
											5,600
									TAX	0.09	504.04
									6	Total	\$6,105



PCO# 12 Change restroom paper dispenser

SECTION	DESCRIPTION	UNIT	QUANTITY	U/P LABOR	U/P MATERIAL	U/P SUB	TOTAL LABOR	TOTAL MATERIALS	TOTAL SUBS	TOTAL
							() 0	0	0
							() 0	0	0
							() 0	0	0
4 s	steel dispensers		4		260	0	() 1040	0	1040
							() 0	0	0
							() 0	0	0
							-) 0	0	0
							(0	0
) 0	0	0
							(0	0
							(0	0
						SUBTOTAL	(0	1040
						BUR/RATE	0.36		0.015	
						BURDEN	(0	15.6
							(0	1055.6
								SUP/MED	0	0
										1055.6
								Bond	0.03	31.668
										1087.268
							5	SpilkerO/H &P	0.1	108.73
										1,200
								TAX	0.09	108.00
								Ē	Fotal	\$1,308



PCO# 13 Change restroom soap dispenser

SECTION	DESCRIPTION	UNIT	QUANTITY	U/P LABOR	U/P MATERIAL	U/P SUB		TOTAL LABOR	TOTAL MATERIALS	TOTAL SUBS	TOTAL
								0) 0	0	0
								C	0 0	0	0
								C) 0	0	0
	4 soap dispensers from unline		4		109		0	C) 436	0	436
								C) 0	0	0
								C) 0	0	0
								C) 0	0	0
								C	0 0	0	0
								C	0	0	0
								C	0 0	0	0
								0) 0	0	0
						SUBTOTA	۹L	C) 436	0	436
						BUR/RAT	E	0.36	0.015	0.015	
						BURDEN	١.	() 6.54	0	6.54
								C) 442.54	0	442.54
									SUP/MED	0	0
										_	442.54
									Bond	0.03	13.2762
										_	455.8162
								5	SpilkerO/H &P	0.1	45.58
										_	500
									TAX	0.09	45.00
									l.	otal	\$545



PCO# 14 Add restroom signage

SECTION	DESCRIPTION	UNIT	QUANTITY	U/P LABOR	U/P MATERIAL	U/P SUB	TOTAL LABOR	TOTAL MATERIALS	TOTAL SUBS	TOTAL
								0 C	0	0
							(0 C	0	0
							(0 C	0	0
Cu	istom signage		2		261	() (522	0	522
							(0 C	0	0
							(0 C	0	0
								0 C	0	0
								0 C	0	0
								0 C	0	0
								0 C	0	0
								0 C	0	0
						SUBTOTAL		522	0	522
						BUR/RATE	0.36		0.015	
						BURDEN		7.83	0	7.83
							(529.83	0	529.83
								SUP/MED	0	0
										529.83
								Bond	0.03	15.8949
									_	545.7249
							:	SpilkerO/H &P	0.1	54.57
										600
								TAX	0.09	54.03
								6	ſotal	\$654



PCO# 15 Add motion light

SECTION	DESCRIPTION	UNIT	QUANTITY	U/P LABOR	U/P MATERIAL	U/P SUB	TOTAL LABOR	TOTAL MATERIALS	TOTAL SUBS	TOTAL
							(0 (0	0
							(0 0	0	0
							(0 0	0	0
Ma	otion light		1		0	2175	(0 0	2175	2175
							(0 0	0	0
							(0 0	0	0
							(0 0	0	0
							(0 0	0	0
							(,	0	0
							(0 0	0	0
							(0 0	0	0
						SUBTOTAL	(0 0	2175	2175
						BUR/RATE	0.36	6 0.015	0.015	
						BURDEN	(0 0	32.625	32.625
							(0 0	2207.625	2207.625
								SUP/MED	0	0
										2207.625
								Bond	0.03	66.22875
									_	2273.85375
							5	SpilkerO/H &P	0.1	227.39
										2,500
								TAX	0.09	225.00
								6	otal	\$2,725



< Business Lookup

License Inform	nation:	New search	Back to results
Entity name:	SPILKER CONTRACTING LLC		
Business name:	SPILKER CONTRACTING LLC		
Entity type:	Limited Liability Company		
UBI #:	604-501-999		
Business ID:	001		
Location ID:	0001		
Location:	Active		
Location address:	9902 E PEONE LANDING LN MEAD WA 99021-5025		
Mailing address:	9902 E PEONE LANDING LN MEAD WA 99021-5025		
	\sim		

2

Excise tax and reseller permit status:		Click here		
Secretary of State status:		Click here		
Endorsements				
Endorsements held at this lo License #	Count	Details	Status	Expiration da First issuance
Spokane General Business - Non-Resident			Active	Aug-31-2024 Aug-02-2021
Spokane Valley General Business - Non-Resident			Active	Aug-31-2024 Aug-31-2021
Governing People May include gover	ning people not registe	ered with Secretary of State		
Governing people		Title		
SPILKER, JON				
Registered Trade Names				
Registered trade names	Status			First issued
LLC	Active			Jul-12-2023
SPILKER CONTRACTING	Active	\sim		Aug-02-2022

The Business Lookup information is updated nightly. Search date and time: 8/25/2023 9:25:05 AM

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							SF	PILK-1 _		OP ID: MF
A	CORD [®]	E	RTI	FICATE OF LIA	BIL	ITY INS	URAN	CE		(MM/DD/YYYY) /06/2023
	THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.									
lf	MPORTANT: If the certificate holder f SUBROGATION IS WAIVED, subjec his certificate does not confer rights to	to t	he te	rms and conditions of th	e polic	cy, certain p				
	DDUCER			9-891-1000		c⊤ Core Bu	siness Unit			
Blas 200 Spc	Blasingame Insurance PHONE 509-891-1000 FAX 509-891-1430 200 N. Argonne Rd Spokane, WA 99212 EARLY EAR									
Cor	Core Business Unit INSURER(S) AFFORDING COVERAGE NAIC #									
						RA:CBIC				37206
INSI Spil	URED Iker Contracting LLC				INSURE	ERB: Techno	logy Insura	ance Company		
990	2 E Peone Landing Ln ad, WA 99021				INSURE	_{ERC:} Ohio Ca	asualty insi	urance		
1000	ad, WA 33021				INSURE					
					INSURE					
	VERAGES CEF		с л те	NUMBER:	INSURE	RF:		REVISION NUMBER:		
	HIS IS TO CERTIFY THAT THE POLICIES				VF BFF	N ISSUED TO				ICY PERIOD
IN	NDICATED. NOTWITHSTANDING ANY R CERTIFICATE MAY BE ISSUED OR MAY	EQUI	REME	NT, TERM OR CONDITION	OF AN	Y CONTRACT	OR OTHER	DOCUMENT WITH RESPEC	ст то	WHICH THIS
E	EXCLUSIONS AND CONDITIONS OF SUCH							J HEREIN IS SUBJECT TO	JALL	THE TERINO,
INSR	TYPE OF INSURANCE	ADD	SUBF	POLICY NUMBER		POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMIT	s	
A	X COMMERCIAL GENERAL LIABILITY							EACH OCCURRENCE	\$	1,000,000
	CLAIMS-MADE X OCCUR	X		C11SM8535		05/22/2023	05/22/2024	DAMAGE TO RENTED PREMISES (Ea occurrence)	\$	300,000
								MED EXP (Any one person)	\$	5,000
								PERSONAL & ADV INJURY	\$	1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:							GENERAL AGGREGATE	\$	2,000,000
								PRODUCTS - COMP/OP AGG	\$	2,000,000
	OTHER:							COMBINED SINGLE LIMIT	\$	
	AUTOMOBILE LIABILITY							(Ea accident)	\$	
	OWNED AUTOS ONLY							BODILY INJURY (Per person)	\$ \$	
	HIRED AUTOS ONLY AUTOS							BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	\$ \$	
									\$	
	UMBRELLA LIAB OCCUR							EACH OCCURRENCE	\$	
	EXCESS LIAB CLAIMS-MADE							AGGREGATE	\$	
	DED RETENTION \$								\$	
В	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N			44 00074 00000 070570		00/04/0000	00/04/0004	PER OTH- STATUTE ER		4 000 000
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED?	N/A		11-39071-23039-272573		02/01/2023	02/01/2024	E.L. EACH ACCIDENT	\$	1,000,000
	If yes, describe under							E.L. DISEASE - EA EMPLOYEE	\$	1,000,000
	DÉSCRIPTION OF OPERATIONS below							E.L. DISEASE - POLICY LIMIT	\$	1,000,000
DES	SCRIPTION OF OPERATIONS / LOCATIONS / VEHI	LES	ACOR	D 101. Additional Remarks Schedu	ule. mav l	e attached if mo	re space is requi	red)		
	y of Spokane is named as additio				, , .)		
CE	CERTIFICATE HOLDER CANCELLATION									
	City of Spokane 808 W Spokane Falls Blv	ď			THE	EXPIRATION	DATE TH	ESCRIBED POLICIES BE CA EREOF, NOTICE WILL E Y PROVISIONS.		
	Spokane, W 99201					RIZED REPRESE				
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Spokane Park Board Briefing Paper



Committee	Land	Committee meeting date: Sept 6, 20	23			
Requester	Berry Ellison	Phone number : 625-6276				
Type of agenda item	OConsent ODiscussion	Information (Action			
Type of contract/agreement	ONew ORenewal/ext. O	Lease OAmendment/change order	Other			
City Clerks file (OPR or policy #)	2023-0447					
Master Plan Goal, Objective, Strategy	Goal K, Objective 1	Master Plan Priority Tier: Teir 1				
(Click HERE for link to the adopted plan)		(pg. 171-175)				
Item title: (Use exact language noted on the agenda)		te, Deliver, and Install Playground Equip #1 (\$1,122.34 plus applicable taxes)	ment at			
Begin/end dates	Begins: 04/13/2023	Ends: 12/31/2023 06,	/01/2525			
Background/history: Wildhorse Park's play equipment was purchased prior to site design being 100% complete. During design, the area of the playground increased slightly. As a result, the volume of resilient wood fiber in the original contract was insufficient to cover the full area of the playground. This change order covers the cost of the additional material needed to complete the project.						
Motion wording: Move to approve Allplay Systems, LLC C plus applicable taxes from Park Capital fr		layground surfacing in the amount of \$1,	,122.34			
Approvals/signatures outside Parks:	💽 Yes 🔿 No					
If so, who/what department, agency or c						
Name: Danielle Patterson	Email address: danielle@allp	playsystems.com Phone: 360 808-	·5925			
Distribution:		l@spokanecity.org				
Parks – Accounting Parks – Sarah Deatrich	-	playsystems.com /@spokanecity.org				
Requester: Berry Ellison	jkeomey	(asponancery.org				
Grant Management Department/Name:	mmurra	y@spokanecity.org ; tprince@spokaneci	ity.org			
Fiscal impact: • Expenditure	O Revenue					
Amount:	Budget code:					
\$1,122.34 (plus tax)	1950					
	Park Capital I	Funds				
Vendor: • Existing vendor	O New vendor					
Supporting documents:	—					
Quotes/solicitation (RFP, RFQ, RFB)		for new contractors/consultants/vendors				
V UBI: 602-988-743 Business license exp		Forms (for new contractors/consultants/ven ance Certificate (min. \$1 million in General L				

CITY OF SPOKANE PARKS AND RECREATION DEPARTMENT CHANGE ORDER NO. <u>1</u>

NAME OF CONTRACTOR: Allplay Systems LLC

PROJECT TITLE: Fabricate, Deliver, and Install Playground Equipment at Wildhorse Park

CITY CLERK CONTRACT NUMBER: 2023-0447

 DESCRIPTION OF CHANGE:
 AMOUNT:

PCO 01 - Add Engineered Wood Fiber

\$ \$1,122.34

TOTAL AMOUNT: <u>\$1,122.34</u>

CONTRACT SUM (EXCLUDE SALES TAX)	
ORIGINAL CONTRACT SUM (INCLUDE ALTERNATES)	\$ 119,903.30
NET AMOUNT OF PREVIOUS CHANGE ORDERS	\$ 0.00
CURRENT CONTRACT AMOUNT	\$ 119,903.30
CURRENT CHANGE ORDER (EXCLUDES SALES TAX)	\$ 1,122.34
REVISED CONTRACT SUM	\$ 121,025.64

CONTRACT COMPLETION DATE	
ORIGINAL CONTRACT COMPLETION DATE	12/31/2023
CURRENT COMPLETION DATE	12/31/2023
REVISED COMPLETION DATE	N/A

Contractor's Acceptance:	Date:
City Approval:	Date:
Attest:	City Clerk
Approved as to form:	Assistant City Attorney



AllPlay Systems, LLC P.O. Box 1886 Sequim, WA 98382

Toll Free: 888.531.4881 Fax: 888.655.6412 Email: lisa@allplaysystems.com

Quotation

Lisa Patrick (509) 954-0835

Project: Spokane Wildhorse Park EWF Change Order wkb Date: 8/30/2023 Prepared for: Berry Ellison Quote valid until: 9/29/2023

Bill To:	Ship To:
Spokane Parks & Recreation	Spokane Wildhorse Park
808 W. Spokane Falls Blvd	3717 N. Ralph St.
Spokane, WA 99201	Spokane, WA 99202
Contact: Berry Ellison	Contact: Rock Wells
Phone: 509-625-6276	Phone: 509-290-8596
Email: bellison@spokanecity.org	Email: rock@mountainrockdc.com
Vender Item Description	Madel Oty Heit Drive Tatal Drive

Vendor	Item Description	Model	Qty	Unit Price	Total Price
	CHANGE ORDER				
Mtn	Additional EWF - 17 cy - installed		17	\$66.02	\$1,122.34
West					

Additional Info: Subtotal \$1,122.34 Tax 9.0% \$101.01 Total \$1,223.35

Payment terms: 50% down, balance due Net 30 upon delivery. The customer is responsible for final quantity count and the unloading of freight at site. The customer must report all freight damage and missing items within 2 business days of delivery of items.

Written approval must be received prior to order initiation. By signing, dating, and returning this document, the customer accepts these terms and authorizes Allplay Systems, LLC to order the items as listed above.

Customer Signature:

Date:



< Business Lookup

License Infor	nation:	New search	Back to results
Entity name:	ALLPLAY SYSTEMS LLC		
Business name:	ALLPLAY SYSTEMS		
Entity type:	Limited Liability Company		
UBI #:	602-988-743		
Business ID:	001		
Location ID:	0001		
Location:	Active		
Location address:	170 HAVENWOOD LN SEQUIM WA 98382-8880		
Mailing address:	PO BOX 1886 SEQUIM WA 98382-4332		
	\sim		

?

Excise tax and reseller per	mit status:		Click here		
Secretary of State status:			Click here		
Endorsements					
Endorsements held at this lo	License #	Count	Details	Status	Expiration da First issuance
Gig Harbor General Business - Non-Resident				Active	Jan-31-2024 Sep-04-2020
Lacey General Business - Non-Resident	182349			Active	Jan-31-2024 Aug-23-2019
Marysville General Business - Non-Resident	5925CON323	3		Active	Jan-31-2024 Jan-06-2023
Spokane General Business - Non-Resident	T12087740BU	-		Active	Jan-31-2024 Jan-11-2013
Spokane Valley General Business - Non-Resident				Active	Jan-31-2024 Jan-18-2013
Tumwater General Business - Non-Resident	R-016187			Active	Jan-31-2024 Aug-16-2019
Governing People	May include govern	ing people not regi	stered with Secretary of	f State	
			(\mathbf{v})		

Governing people	Title	
HANSEN, JEFF		
PATTERSON, DANIELLE		
Registered Trade Nam	es	
Registered trade names	Status	First issued
ALLPLAY SYSTEMS	Active	Apr-27-2012
	The Business Lookup information is upc 7:22:49 AM	dated nightly. Search date and time: 4/5/2023

Contact us

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Check if your browser is supported



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 05/17/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.									
IMPORTANT: If the certificate holder is If SUBROGATION IS WAIVED, subject	o the	terms	and conditions of the po	licy, ce	rtain policies				
this certificate does not confer rights	o the c	certific	cate holder in lieu of such	CONTA					
PRODUCER				NAME: PHONE	Rayla i un			FAX (20	0) 450 1701
Callis & Associates, Inc.				(A/C, No				FAX (A/C, No): (36	0) 452-1701
802 East 1st St, Suite 3				ADDRE	ss: certificate	@callisinsuran	ice.com		
DetAnzeles			WA 98362		210 00 182				NAIC #
Port Angeles INSURED			WA 90302	INSURE	Allia al Inc	nerican E & S	any of America		
Allplay Systems, LLC				INSURE	ND.	diance comp	any of America		
DBA: Allplay Systems				INSURE					
PO Box 1886				INSURE					_
Sequim			WA 98382-4332	INSURE					
			NUMBER: CL235170918	INSURE	K F :		REVISION NUMB	FR	
THIS IS TO CERTIFY THAT THE POLICIES OF) TO THE INSUE				
INDICATED. NOTWITHSTANDING ANY REQ CERTIFICATE MAY BE ISSUED OR MAY PER EXCLUSIONS AND CONDITIONS OF SUCH F	IREME AIN, TI	ENT, TE HE INS	ERM OR CONDITION OF ANY SURANCE AFFORDED BY THE	CONTR, E POLIC	ACT OR OTHER IES DESCRIBEI	DOCUMENT N DHEREIN IS S	WITH RESPECT TO	WHICH THIS	
INSR LTR TYPE OF INSURANCE		SUBR WVD	POLICY NUMBER		POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)		LIMITS	
							EACH OCCURRENCE		,000,000
							DAMAGE TO RENTED PREMISES (Ea occurre		00,000
							MED EXP (Any one pe	5	,000
A	Y		E703284		05/19/2023	05/19/2024	PERSONAL & ADV IN.	JURY \$ 2	,000,000
GEN'L AGGREGATE LIMIT APPLIES PER:							GENERAL AGGREGAT	te \$ 4	,000,000
POLICY PRO- JECT LOC							PRODUCTS - COMP/C	DPAGG \$ 4	,000,000
OTHER:								\$	
AUTOMOBILE LIABILITY							COMBINED SINGLE L (Ea accident)	™T \$ 1	,000,000
							BODILY INJURY (Per p	person) \$	
B OWNED SCHEDULED AUTOS ONLY	Y		ACP 3100141109		05/19/2023	05/19/2024	BODILY INJURY (Per a	2	
HIRED AUTOS ONLY NON-OWNED AUTOS ONLY							PROPERTY DAMAGE (Per accident)	\$	
								\$	
UMBRELLA LIAB OCCUR							EACH OCCURRENCE	\$	
EXCESS LIAB CLAIMS-MAD	5						AGGREGATE	\$	
DED RETENTION \$									Otata Otan Oan
AND EMPLOYERS' LIABILITY								ER I	State Stop Gap
A ANY PROPRIETOR/PARTNER/EXECUTIVE Y	N/A		E703284		05/19/2023	05/19/2024	E.L. EACH ACCIDENT		,000,000
(Mandatory in NH) If yes, describe under							E.L. DISEASE - EA EM		,000,000
DÉSÉRIPTION OF OPERATIONS below							E.L. DISEASE - POLIC	YLIMIT \$ 1	,000,000
A Pollution Liability			E703284		05/19/2023	05/19/2024	Each Occurrence	\$	2,000,000
							Aggregate		4,000,000
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHIC	ES (AC	CORD 10	01. Additional Remarks Schedule	mav be a	ttached if more sr	ace is required)		I *	.,
Certificate holder and project owner are an ad by the terms of form GLS 50 07 11 19 & GLE endorsement applies. GLE 25 03 03 97 Per F	ditional 0 10 0	insure 4 13 . '	ed with respects to the Gener When required by written cor	al Liabil htract: G	ty and Pollution LE 20 37 04 13	h Liability when B Completed O	perations - Blanket		
Insured - Primary & Non-contributory endorse									
Only.									
CERTIFICATE HOLDER				CANC	ELLATION				
				22. 23. 22.			SCRIBED POLICIES		
City of Spokane Parks & Recr	ation [Departi	ment				PROVISIONS.		
808 W Spokane Falls Blvd				A					
~~				AUTHO	RIZED REPRESEN	TATIVE			
Spokane			WA 99201		,	andy	- Callis		
<u> </u>							ACORD CORPOR	RATION, All	rights reserved.

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Spokane Park Board Briefing Paper



Committee	Land Committe	e	Commi	ittee meeting date: Se	eptembe	er 6, 2023
Requester	Nick Hamad			Phone number: 50	9.363.5	452
Type of agenda item	OConsent	ODiscussion		OInformation	(Action
Type of contract/agreement	●New ●Re	newal/ext. Ol	Lease	OAmendment/change	order	Other
City Clerks file (OPR or policy #)						
Master Plan Goal, Objective, Strategy	Goal K, Obj. 1	/Goal L, Obj. 1		er Plan Priority Tier: F	irst Tier	
(Click HERE for link to the adopted plan)			(pg. 17	1-175)		
Item title : (Use exact language noted on the agenda)				servation Office/citywide horizing resolution (no co		bund
Begin/end dates	Begins: 09/14/2	2023	Ends:		V 06	/01/2525
Background/history:	<u> </u>					
Grant (RCO Project 23-1625 mnt) to the Washington State RCO for p	Requesting grant authorizing resolution for the Citywide Playground Deferred Maintenance Repair Grant (RCO Project 23-1625 mnt) as required for City of Spokane Parks to sponsor a grant application to the Washington State RCO for project funding. This grant program is specific to deferred maintenance and requires no matching funds from the agency.					
Motion wording: Motion to approve the Washington State repair grant-authorizing resolution (no co		Conservation Of	ffice/city	wide playground deferre	ed maint	enance
Approvals/signatures outside Parks:	O Yes	No				
If so, who/what department, agency or co	• •			-		
Name:	Email addres	s:		Phone:		
Distribution:						
Parks – Accounting Parks – Sarah Deatrich		Jason C	•			
Requester: Nick Hamad		Al Vorde Carl Stro		jen		
Grant Management Department/Name:						
Fiscal impact: • Expenditure Amount: \$0	O Revenue	Budget code:				
Vendor: Existing vendor Supporting documents: Quotes/solicitation (RFP, RFQ, RFB) Quotes/solicitation (Contractor is on the City's A&E Roster - Contractor		W-9 (1	orms (fo	contractors/consultants/ve or new contractors/consult tificate (min. \$1 million in (ants/ven	



Local Parks Maintenance Program Applicant Authorization and Electronic Signature

Organization Name (sponsor)	City of Spokane Parks and Recreation Division
Resolution No. or Document N	Name
23 Project Number and Name	3-1625 mnt, citywide playground deferred maintenance repair

This resolution/authorization authorizes the person(s) identified below (in Section 2) to act as the authorized representative/agent on behalf of our organization and to legally bind our organization with respect to the above Project for which we seek grant funding assistance managed through the Recreation and Conservation Office (Office).

WHEREAS grant assistance is requested by our organization to aid in financing the cost of the Project referenced above;

NOW, THEREFORE, BE IT RESOLVED that:

- 1. Our organization has applied for or intends to apply for funding assistance managed by the Office for the above "Project."
- 2. Our organization authorizes the following persons or persons holding specified titles/positions (and subsequent holders of those titles/positions) to execute the following documents binding our organization on the above projects:

Grant Document	Routing Order	Name of Signatory <u>and</u> Title of Person Authorized to Sign	Email Address
Grant application (submission thereof)		Jason Conley - acting parks director	jkconley@spokanecity.org
Project contact (day-to-day administering of the grant and communicating with the RCO)		Nick Hamad - park planning & development manager	nhamad@spokanecity. org
Agreement/amendment approver ¹	1	Nick Hamad - park planning & development manager	nhamad@spokanecity.org
Agreement/amendment approver	2	Rich Lentz - park finance director	rlentz@spokanecity.org
Agreement/amendment approver	3		
Agreement/amendment approver	4		
RCO Grant Agreement signer ²		Jason Conley - acting parks director	kconley@spokanecity.org
Agreement amendments signer ²		Jason Conley - acting parks director	jkconley@spokanecity.org

The above persons are considered an "authorized representative(s)/agent(s)" for purposes of the documents indicated. Our organization shall comply with a request from the RCO to provide updated documentation of authorized signers, if needed.

- 3. Our organization acknowledges and warrants, after conferring with its legal counsel, that its authorized representative(s)/agent(s) have full legal authority to act and sign on behalf of the organization for their assigned role/document.
- 4. Grant assistance is contingent on a signed Agreement. Entering into any Agreement with the Office is purely voluntary on our part.
- 5. Our organization understands that grant policies and requirements vary depending on the grant program applied to, the grant program and source of funding in the Agreement, the characteristics of the project, and the characteristics of our organization.
- 6. Any grant assistance received will be used for only direct eligible and allowable costs that are reasonable and necessary to implement the project(s) referenced above.
- 7. Our organization acknowledges that the grant will only be used for maintenance of local park property owned by our organization.
- 8. This resolution/authorization is deemed to be part of the formal grant application to the Office.
- 9. Our organization warrants and certifies that this resolution/authorization was properly and lawfully adopted following the requirements of our organization and applicable laws and policies and that our organization has full legal authority to commit our organization to the warranties, certifications, promises, and obligations set forth herein.

This resolution/authorization is signed and approved on behalf of the resolving body of our organization by the following authorized member(s):

Signed
Title Date Date
On File at: City of Spokane Clerks Office
This Applicant Resolution/Authorization was adopted by our organization during the meeting

This Applicant Resolution/Authorization was adopted by our organization during the meeting held:

You may reproduce the above language in your own format; however, text may not change.

¹ Agreement/Amendment Approver: refers to an individual or several individuals who review and approve the electronic document and contacts RCO if corrections are needed. The approver does not sign the document. You may add more than one approver but please designate the order for routing purposes.

² **RCO Grant Agreement/Agreement Amendments Signer:** refers to the individual who must officially sign the document with an electronic signature and may be required to enter data such as title, date, agency name, etc. into fields. The signer of Agreements may differ from the individual who is delegated to sign Amendment documents, but we can only accept one signature per document.

Return to Agenda

Spokane Park Board Briefing Paper



Committee	Land	Committee meeting date: C	9/05/2023		
Requester	Josh Morrisey	Phone number: 6	25-6236		
Type of agenda item	OConsent ODiscussion	OInformation	Action		
Type of contract/agreement	New O Renewal/ext. O	Lease OAmendment/chang	e order Other		
City Clerks file (OPR or policy #)					
Master Plan Goal, Objective, Strategy	Goal K Objective 3. (expand	Master Plan Priority Tier:	N/A		
(Click HERE for link to the adopted plan)		(pg. 171-175)			
Item title: (Use exact language noted on the agenda)	Lower Lincoln Park Shelter Mu	ral Project (no cost)			
Begin/end dates	Begins:	Ends:	06/01/2525		
Franklin Elementary Alternative Pa approval for the installation of a m Franklin Elementary, designed by mural artist.	Background/history: Franklin Elementary Alternative Parent Participation Learning Experience (APPLE) is requesting approval for the installation of a mural at the lower Lincoln Park shelter, painted by students of Franklin Elementary, designed by and under the direction of a Spokane Arts recommended local mural artist. This beautification project will be at no cost to City of Spokane Parks & Recreation.				
Motion wording: Approve the installation of a mural in/on t Spokane Arts recommended mural artist			the supervision of a		
Approvals/signatures outside Parks:	🔿 Yes 💿 No				
If so, who/what department, agency or co		Dhara			
Name:	Email address:	Phone:			
Distribution: Parks – Accounting Parks – Sarah Deatrich Requester: jmorrisey@spokanecity.org Grant Management Department/Name:					
Fiscal impact: O Expenditure	O Revenue				
Amount:	Budget code:				
n/a	n/a				
Vendor: O Existing vendor	O New vendor				
Supporting documents:	~				
Quotes/solicitation (RFP, RFQ, RFB)		for new contractors/consultants/			
Contractor is on the City's A&E Roster - C UBI: Business license exp		forms (for new contractors/consu Ince Certificate (min. \$1 million in			

Beautification Proposal for Lower Lincoln Park's Shelter/Firepit Structure

<u>Franklin Elementary Alternative Parent Participation Learning Experience (APPLE)</u> is a Spokane Public School option program housed within Franklin Elementary. Franklin APPLE families are developing an educational program for the 2023-24 school year, focusing on a theme related to "The Arts". Our goal is to incorporate enrichment activities throughout the year that engage and enhance the elementary art curriculum, providing opportunities to learn about many different artists and creative art forms, ideally from artists local to the region. In developing these opportunities, we also are striving to identify activities in which *all* Franklin Elementary students could participate, not only those in the APPLE Program.

Over the past several years Spokane has made great strides increasing exposure to art and amplifying the talents of local artists through public murals. In late 2022, APPLE families explored the possibility of involving students in a public art project, with one idea being a community mural. After some online research to figure out where to start, we realized that our idea was not unique, and many local schools and youth programs have contributed and/or participated directly in public mural development around Spokane. Recent examples can be found here: Excelsior Youth Center; Garfield Elementary APPLE; Innovation High School; North Central High School. These examples provided encouragement regarding the feasibility of such a project.

We felt that creating a public mural within walking distance of Franklin would allow all Franklin students an opportunity to participate in some stage of its creation. Having a mural in a location that students would see every day, knowing that they helped to bring it to life, would also foster senses of accomplishment and pride in beautifying a local public space. Additionally contributing to a public artwork could increase the student's connection to the local community where they live and learn, all while providing hands-on, experiential learning about public works art and Spokane artists.

This brought us to think of local public spaces such as Lincoln Park. Lincoln Park is an invaluable outdoor resource that Franklin families enjoy year-round, and Lower Lincoln Park sits less than two tenths of a mile from the school and within walking distance to most Franklin student's homes. The park is used for field trips and also for APPLE community events. We've identified the shelter/firepit structure as a possible space for a public mural (see photos below). The inconspicuous concrete shelter is tucked into the base of the hill that connects Upper and Lower Lincoln Park and is mostly unused, based on our personal observations while using the park with our children. We hypothesize creating a beautiful piece of public art that compliments the landscape and undisturbed nature of Lincoln would help to bring more use, vibrancy, and community connection to this section of the park.

As part of our research and development for this project, we connected with a local muralist, Matt Smith. He relayed a wonderful story that has furthered our commitment to this project. As a third grader, his elementary class took a trip to Lincoln Park and each student was assigned a small area of the very same shelter where they were allowed to paint their own work of art. He said this experience "was so memorable" and what made him "want to paint murals later in life." To bring this gift of an experience to a new generation, we would love to expand and allow all students at Franklin the opportunity to participate in the development and painting of a mural at Lincoln Park.

Plan:

Our plan, if approved, would include working with local artists to develop a design for a public mural (that would allow student participation in the painting) over the 2023-24 school year. We have already

reached out to Spokane Arts for assistance with connecting us to local artists who have experience working with elementary-aged children. Students would work with muralists on ideas for the mural design. The design will go through any necessary approvals. Once the structure is prepped, the artist would sketch the mural onto the structure and APPLE families would help students to paint sections of the mural (perhaps one classroom at a time) in the late Spring 2024. We would aim to complete it by early June 2024 so that it could be "unveiled" before the school year ends.

Cost:

\$400 - 800 cement paint, painting supplies, surface preparation

\$800 - \$2000 mural artist compensation

Franklin APPLE Program fundraises to support programs and academic enrichment activities and will have some funds to cover this project. However, we will seek any additional funding opportunities to help defray the costs.

Photos Lincoln Park Shelter/Fire Pit Structure



Return to Agenda

Spokane Park Board Briefing Paper



Committee	Riverfront	Committee meeting date: Se	pt 11, 2023
Requester	Berry Ellison	Phone number: 62	5-6276
Type of agenda item	OConsent ODiscussion	OInformation	Action
Type of contract/agreement	ONew ORenewal/ext. O	Lease	order 🔘 Other
City Clerks file (OPR or policy #)	2022-0860		
Master Plan Goal, Objective, Strategy		Master Plan Priority Tier:	
(Click HERE for link to the adopted plan)		(pg. 171-175)	
Item title : (Use exact language noted on the agenda)	Wesslen Construction Change and Installation (\$1,751.50, plu	Order 03/Riverfront Lilac Butterf s applicable taxes)	ly Fabrication
Begin/end dates	Begins: 09/14/2023	Ends: 12/31/2023	06/01/2525
This change order adds several 3- fabric.	D printed devices that will	reduce the wear and tear o	f the Butterfly
Motion wording: Move to approve Wesslen Construction, in the amount of \$1,751.50 (plus applicat Approvals/signatures outside Parks:			n and Installation
If so, who/what department, agency or c		on, Inc.	
Name: Jerry Wesslen	Email address: jerry@wessle		509) 534-4346
Distribution:		@spokanecity.org	
Parks – Accounting Parks – Sarah Deatrich	jmoog@	spokanecity.org	
Requester: Berry Ellison			
Grant Management Department/Name:			
Fiscal impact: • Expenditure	O Revenue		
Amount:	Budget code:		
\$1,751.50 (plus applicable taxes)	1950		
Vendor: • Existing vendor	O New vendor		
Supporting documents:	~		
✓ Quotes/solicitation (RFP, RFQ, RFB)		for new contractors/consultants/ve	
Contractor is on the City's A&E Roster - C UBI: 601-436-896 Business license exp		forms (for new contractors/consulta ance Certificate (min. \$1 million in G	



Change Proposal

Change Proposal # 2 **Date:** 8/8/2023

<u>To:</u> Berry Ellison

For Project: Riverfront Lilac Butterfly

Description of Work:

GuildWorks Request a design change to rounded wings because of the wear and tear on the fabric. Attached is the quote for adding domes to the end of the wing tips.

Item Description	Amount
Domes for Wing tipsHydrafab	1,412.50

		Sub Total: \$	\$	1,412.50
Jerry Wesslen	8/8/2023			
Signature	Date	Overhead	16% \$	226.00
Jerry Wesslen, President		Profit	6% \$	84.75
Printed Name & Title		Bond	2% \$	28.25
Accepted by:		Sub Tota	al \$	1,751.50
		WSST:	9% \$	157.64
Signature	Date	-		
		_		
Printed Name & Title		Grand Total:	\$1	,909.14



Hydrafab Northwest Inc 3808 N. Sullivan Rd Building 15, Ste Z Spokane Valley, WA 99216 United States

Ph: 509-535-0075

ID: 224635

Fax: 509-535-3364

Quote

Date: 04-Aug-23

Quote To

Michael Dewey Wesslen Construction 5308 E Cataldo Ave Spokane Valley, WA 99212 United States

Ph: 509-534-4346

То

Wesslen Construction

Spokane Valley, WA 99212

5308 E Cataldo Ave

United States

Ph: 509-540-8459

Terms		Ship Via		Salesperson
Net 30 Days				DS0520
Quantity	Description		Unit Price	Amount
	Reference: BFLY END CAPS			
	Line: 001 Part:	Expiration Date: 25-Aug-23 Rev:		
	Hemispherical End Caps			
	1 ea		\$1,412.50	\$1,412.50
	* 5" x 1/8" Hemespherical Caps Wagner B4160 * ***PLEASE INCLUDE OUR QUOTE NL OR P.O. AND SEND ALL ORDERS TO Quote Valid For 15 Days From Date Of Material Price Increases Applicable at T Sales Tax Not Included in Quoted Dollar Payment due upon completion unless c Credit Terms: FOB Hydrafab NW Inc. u THANK YOU FOR THE OPPORTUNITY	SALES@HYDRAFABNW.COM*** Issue. ime of Order. r Total. redit terms are established. nless otherwise noted.	Total:	\$1,412.50



< Business Lookup

License Information: New search Back to results			
Entity name:	WESSLEN CONSTRUCTION, INC.		
Business name:	WESSLEN CONSTRUCTION COMPANY		
Entity type:	Profit Corporation		
UBI #:	601-436-896		
Business ID:	001		
Location ID:	0001		
Location:	Active		
Location address:	5308 E CATALDO AVE SPOKANE VALLEY WA 99212-0929		
Mailing address:	5308 E CATALDO AVE SPOKANE VALLEY WA 99212-0929		

?

Excise tax and reseller permi	it status:		Click here			
Secretary of State status:			Click here			
Endorsements						
Endorsements held at this lo L	icense #	Count	Details	Status	Expiration da	First issuance
Spokane General Business T - Non-Resident	Г12066040BL			Active	Jan-31-2024	Oct-15-2012
Spokane Valley General Business)1328			Active	Jan-31-2024	Feb-18-2004
Governing People	1ay include governii	ng people not registe	ered with Secretary of State			
Governing people			Title			
WESSLEN, JEFFREY D						
WESSLEN, JERRY D						
WESSLEN, JUDITH G						
			View Addi	tional Locations		
The Business Lookup information is updated nightly. Search date and time:					me:	

6/16/2023 2:37:10 PM

Contact us

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Don't see what you expected? Check if your browser is supported



CERTIFICATE OF LIABILITY INSURANCE

BBORDEN

DATE (MM/DD/YYYY)

WESSCON-02

							4/	14/2023
THIS CERTIFICATE IS ISSUED AS A CERTIFICATE DOES NOT AFFIRMAT BELOW. THIS CERTIFICATE OF IN REPRESENTATIVE OR PRODUCER, A	IVELY SURA	(OR NEGA NCE DOES	TIVELY AMEND, NOT CONSTITUT	EXTEND OR ALT	ER THE CO	OVERAGE AFFORDED E	зү тн	IE POLICIES
IMPORTANT: If the certificate holde If SUBROGATION IS WAIVED, subje	ct to	the terms a	and conditions of th	he policy, certain	policies may			
this certificate does not confer rights t	o the	certificate h				•		
PRODUCER				CONTACT Brian BC	orden	1		
Alliant Insurance Services, Inc. 818 W Riverside Ave Ste 800				PHONE (A/C, No, Ext):		FAX (A/C, No):		
Spokane, WA 99201			E L	E-MAIL ADDRESS: Brian.Bo	orden@Allia	ant.com		
				INS	SURER(S) AFFO	RDING COVERAGE		NAIC #
				NSURER A : Navigat	tors Specia	Ity Insurance Compan	y	36056
INSURED			1	NSURER B : Western	n National N	lutual Insurance Compa	iny	15377
Wesslen Construction, Inc			1	NSURER C : RSUI In	demnity Co	ompany		22314
5308 E Cataldo Ave				NSURER D :	-			
Spokane Valley, WA 99212				NSURER E :				
				NSURER F :				
COVERAGES CEF	TIFIC					REVISION NUMBER:		-
THIS IS TO CERTIFY THAT THE POLICI				AVE BEEN ISSUED			HE PO	LICY PERIOD
INDICATED. NOTWITHSTANDING ANY F CERTIFICATE MAY BE ISSUED OR MAY EXCLUSIONS AND CONDITIONS OF SUCH	REQUIF PERT POLIC	REMENT, TEI TAIN, THE IN DIES. LIMITS \$	RM OR CONDITION	OF ANY CONTRACED BY THE POLIC	CT OR OTHEF IES DESCRIB PAID CLAIMS	R DOCUMENT WITH RESPECT	ст то	WHICH THIS
INSR LTR TYPE OF INSURANCE	ADDL S	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	;	
A X COMMERCIAL GENERAL LIABILITY					,		\$	1,000,000
CLAIMS-MADE X OCCUR	x	CF4GL	01464221	4/16/2023	4/16/2024	DAMAGE TO RENTED PREMISES (Ea occurrence)	\$	100,000
							\$	
							\$	1,000,000
GEN'L AGGREGATE LIMIT APPLIES PER:							\$	2,000,000
POLICY X PRO- JECT LOC							\$	2,000,000
OTHER: PPA Cap \$5,000,000							<u>v</u>	1,000,000
						COMBINED SINGLE LIMIT	<u>ψ</u>	1,000,000
X ANY AUTO		CPP130	0564100	4/16/2023	4/16/2024		+	
			1004100	4/10/2023	4/10/2024		\$	
AUTOS ONLY AUTOS HIRED AUTOS ONLY AUTOS ONLY						BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)		
							\$	
C UMBRELLA LIAB X OCCUR							\$	2.000.000
X EXCESS LIAB CLAIMS-MADE		NHA10	1982	4/16/2023	4/16/2024		\$	2.000.000
	- 1						\$	
A WORKERS COMPENSATION						PER OTH-	\$	
AND EMPLOYERS' LIABILITY		CE4GL	01464221	4/16/2023	4/16/2024	STATUTE ER		1,000,000
ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED?	N/A		71404221	4/10/2023	4/10/2024	E.L. EACH ACCIDENT	\$	1,000,000
If yes, describe under						E.L. DISEASE - EA EMPLOYEE	\$	1,000,000
DESCRIPTION OF OPERATIONS below						E.L. DISEASE - POLICY LIMIT	\$	1,000,000
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHIC Re: RFP 5706-22 Riverfront Lilac Butterfly City of Spokane is Additional Insured with	project	t .			e space is requi	red)		
CERTIFICATE HOLDER			(CANCELLATION				
CERTIFICATE HOLDER CANCELLATION City of Spokane 808 W Spokane Falls Blvd Spokane, WA 99201 CANCELLATION CA								
			'	AUTHORIZED REPRESE	NTATIVE			
				16 hr				

ACORD 25 (2016/03)

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Return to Agenda

Spokane Park Board Briefing Paper



Committee	Riverfront Park	Committee meeting date: Sent 11, 2022				
		Committee meeting date: Sept 11, 2023				
Requester	Jonathan Moog	Phone number: 509-625-6243				
Type of agenda item	OConsent ODiscussion					
Type of contract/agreement	New ORenewal/ext. O	Lease OAmendment/change order OOther				
City Clerks file (OPR or policy #)						
Master Plan Goal,Objective,Strategy (Click HERE for link to the adopted plan)	Goal L, Objective 1	Master Plan Priority Tier: Second Tier (pg. 171-175)				
Item title : (Use exact language noted on the agenda)	Personal Service Agreement w System(s) Integrator	<i>i</i> th Park Mobile as Mobile Parking Payment				
Begin/end dates	Begins: 08/01/2023	Ends: 12/31/2024 06/01/2525				
 Background/history: City of Spokane completed a public procurement process in 2021 resulting in the selection of Park Mobile as the mobile parking payment systems integrator for downtown meters. Under this agreement, Park Mobile provides a mobile app solution for parking payments, serves as a merchant of record (MOR) for payment processing and integrates with current hardware (meters, kiosks) to update fees and enhance reporting. Riverfront Park purchased Flowbird parking kiosks through the City's hardware contract in Feb 2021 to support the opening of the Northbank parking lot. Riverfront desires to align with the City's Standard. Fees include \$0.35 per transaction paid by the user. If the City Uses Park Mobile as MOR then the fee is \$0.15 plus 3%. Motion wording: Approve agreement with Park Mobile as mobile parking payment system integrator 						
Approvals/signatures outside Parks: Yes No 						
If so, who/what department, agency or co	e e					
Name: Tony Stewart	Email address: tony.stewart@	Dparkmobile.io Phone: 470-427-0003				
Distribution: Parks – Accounting Parks – Sarah Deatrich Requester: Jonathan Moog Grant Management Department/Name:		@spokanecity.org				
Fiscal impact: O Expenditure	Revenue					
Amount: Varies	Budget code: 1400-54370-7	6901-36231				
Vendor: • Existing vendor Supporting documents: • Quotes/solicitation (RFP, RFQ, RFB) Contractor is on the City's A&E Roster - C UBI: Business license exp	City of Spokane 📃 ACH F	for new contractors/consultants/vendors Forms (for new contractors/consultants/vendors ance Certificate (min. \$1 million in General Liability)				

City Clerk's No.



City of Spokane Parks And Recreation Department

PERSONAL SERVICES AGREEMENT

Title: Mobile Parking Payment System(s) Integrator

This Contract is made and entered into by and between the **CITY OF SPOKANE PARKS AND RECREATION DEPARTMENT** as ("Parks"), a department of the City of Spokane, a Washington municipal corporation, and **PARKMOBILE**, **LLC** whose address is 1100 Spring Street NW, Suite 200, Atlanta, Georgia 303009 ("Firm"), individually hereafter referenced as a "party", and together as the "parties".

WHEREAS, the purpose of this Contract is to memorialize in writing that the pricing, terms, and conditions of the January 1, 2022 City of Spokane ParkMobile Contract, OPR 2022-0129 ("Underlying Contract"), for mobile parking payment ("MPP") systems extends to Parks designated off street parking locations, and to modify the process for billing and payment for these MPP services when provided by Firm for Parks designated locations;

NOW, THEREFORE, in consideration of the terms, conditions, covenants and performance of the Scope of Work contained herein, Parks and the Firm mutually agree as follows:

1. <u>TERM OF CONTRACT</u>. The term of this Contract begins upon execution and ends on December 31, 2024, the same end date, and subject to the same contract amendment/termination terms set forth in the Underlying Contract.

2. <u>INCORPORATION BY REFERENCE</u>. The terms of the entire Underlying Contract , including all exhibits, are incorporated herein by reference, binding on the Parties and attached hereto as Exhibit A. Notwithstanding the requirement that the underlying contract is binding on the Parties, the Parties have agreed to modify certain provisions of the underlying contract as applied to City Parks. Defined or capitalized terms used herein that are not defined by this Contract shall have their meaning set out in the Underlying Contract. Any reference to City of Spokane or 'City' in the Underlying Contract shall refer to Spokane Parks and Recreation Department for the purposes of this Contract. Notwithstanding the address and contact information for the government entity set forth in Exhibit A, the Firm agrees that it will send notices, and will conduct all business under this Contract with Spokane Parks and Recreation Department, 808 W Spokane Falls Blvd # 5, Spokane, WA 99201.

3. <u>SCOPE OF WORK</u>. The Contractor shall begin providing the mobile parking payment ("MPP") system services to City Parks outlined in the Underlying Contract for Park property.

4. <u>COMPENSATION/PAYMENT</u>. The Mobile Payment Transaction Fee shall be \$0.35 per Transaction and shall be paid by the user. The Merchant of Record ("MOR") can be either the City or the Firm.

As of the Effective Date, The Firm shall be the MOR. Parks may choose the MOR at any time during the term of the contract. If the Parks chooses to be MOR, it will notify the Firm at least

sixty (60) days in advance of such change is to take effect, such notice to include the date the change shall be effective. The Firm shall not charge Parks for standard integrations with the Firm's open APIs. If the Parks elects to use a processing partner with which the Firm is not integrated, the Parks agrees to pay the Firm \$0.05 per transaction for this service. The Firm will issue invoices to the Parks on a monthly basis for all fees due to the Firm under this Agreement. The Parks shall pay each invoice within thirty (30) days of the invoice date.

If the Firm is the MOR, Parks agrees to pay the Firm 0.15 + 3% of the total Transaction amount per Transaction for this service. As MOR, all transactions will be processed real-time through the Firm's payment gateway to the Firm's payment processor. The Firm will remit to the Parks, any amounts due to the Parks in arrears on or before the 15th of the following month.

IMPLEMENTATION FEES						
Description Units Rate Price						
Implementation Fee	0	\$1,000.00	\$0.00			
Custom Development	0	\$165.00/hr	\$0.00			
	\$0.00					

ADDITIONAL FEES	
Call Center & Customer Support	WAIVED
Client Support & Maintenance	WAIVED
Hosting	WAIVED
Enforcement Portal	WAIVED
Reporting Portal	WAIVED
Marketing & Advertising	WAIVED

PARKMOBILE, LLC

CITY OF SPOKANE PARKS AND RECREATION DEPARTMENT

By		By	
Signature	Date	Signature	Date
Type or Print Name		Type or Print Name	
Title		Title	
Attest:		Approved as to form	:

City Clerk

Assistant City Attorney

EXHIBIT A

Attach OPR 2022-0129 here

Return to Agenda

Spokane Park Board Briefing Paper



C						
Committee		Committee meeting date: Sept 11, 2023				
Requester	Jonathan Moog	Phone number: 509-625-6243				
Type of agenda item	OConsent ODiscussion	O Information O Action				
Type of contract/agreement	●New ○Renewal/ext. ○	Lease OAmendment/change order OOther				
City Clerks file (OPR or policy #)						
Master Plan Goal, Objective, Strategy	Goal L, Objective 1	Master Plan Priority Tier: First Tier				
(Click HERE for link to the adopted plan)		(pg. 171-175)				
Item title: (Use exact language noted on the agenda)	Interdepartment Agreement for Street Bridge	Interdepartment Agreement for Maintenance of CSO 26 Plaza and Monroe Street Bridge				
Begin/end dates	Begins: 08/01/2023	Ends: 12/31/2026 06/01/2525				
services for Place of Truths Plaza (on a time and material basis payab this service and extend litter contro three year term for maintenance an assessed at \$38/hr and security lab	CSO 26) since July 2019 of le by the Wastewater Depa I services to the Monroe Str od security services at both por at \$46/hr. Materials will upon mutual written agreem	has provided maintenance and security n a per year basis. Services are charged rtment. Both parties desire to formalize eet Bridge. This agreement establishes a sites. Maintenance labor for 2023 will be be charged at cost plus 10%. Labor rates ent. This agreement is also subject to City				
Approvals/signatures outside Parks: • Yes ONO						
If so, who/what department, agency or co						
Name: Katherine Miller	Email address: kemiller@spo	kanecity.org Phone: 625-6338				
Distribution: Parks – Accounting Parks – Sarah Deatrich Requester: Jonathan Moog Grant Management Department/Name:						
Fiscal impact: O Expenditure	Revenue					
Amount: Varies	Budget code: 1400-54310-7	6820-34799				
Vendor: O Existing vendor	O New vendor					
Supporting documents: Quotes/solicitation (RFP, RFQ, RFB) Contractor is on the City's A&E Roster - C UBI: Business license exp	Tity of Spokane ACH F	for new contractors/consultants/vendors orms (for new contractors/consultants/vendors ince Certificate (min. \$1 million in General Liability)				



City of Spokane

INTERDEPARTMENTAL AGREEMENT

Title: MAINTENANCE OF CSO 26 PLAZA AND MONROE ST BRIDGE

THIS INTERDEPARTMENTAL AGREEMENT is between the City of Spokane, Utilities Division, on behalf of the Wastewater Management Department and Street Department, whose address is Second Floor City Hall, 808 West Spokane Falls Boulevard,' Spokane, Washington 99201, hereafter referred to as "Wastewater Department" and the City of Spokane, Parks and Recreation Division, whose address is Fifth Floor City Hall, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, herein after referred to as "Parks Division," hereinafter jointly referred to as the "Parties".

WHEREAS, the Place of Truths Plaza sits atop of combined sewer overflow 26 (hereafter referred to as CSO); and,

WHEREAS, CSO is managed by the Wastewater Department whom desires grounds maintenance and security services ; and,

WHEREAS, SMC 12.06A.010 establishes juristicion of the Park Board to adopt rules and regulations for public parks and buffer lands adjacent to them including public squares; and,

WHEREAS, CSO is designated as a public space buffering adjacent Riverfront Park; and,

WHEREAS, The Monroe Street Bridge (hereafter referred to as Bridge) is managed by the Streets Department whom desires litter removal services; and,

WHEREAS, Parks Division's Riverfront Park Department manages its own maintenance and and security teams and is agreeable to supporting services at CSO and Bridge; and,

WHEREAS, Riverfront Park has been providing maintenance and security services since June 2020 through annual time and materials proposals

-- NOW, THEREFORE, in consideration of these terms, the parties mutually agree as follows:

1. PARTIES.

The parties are the City of Spokane Parks & Recreation Department, City of Spokane Streets Department and the City of Spokane Wastewater Management Department. The parties understand they are both part of the same municipal corporation, and, though they operate as independent agencies of the City of Spokane and are subject to separate budgetary and legal requirements and procedures, they desire to reflect their relationship most efficiently through this Interdepartmental Agreement. For this purpose, the Wastewater Management Department and Street Department is represented by the Public Works Director. Parks is represented by the Parks Board acting through the Parks Director

2. PURPOSE

The purpose of this Agreement is to establish the terms and conditions for maintenance and security services at CSO and Bridge.

3. CONSIDERATION: The parties agree as follows:

a. Utilities will pay to Parks quarterly for services rendered on a time and materials basis. Time will be charged at \$38 per labor hour for maintenance services and \$46 per labor hour for security services for 2023. Materials will be charged at cost plus 10%. Labor rates following 2023 are subject to change annually and will be mutually agreed upon by both parties via written or email correspondence.

b. The CSO site is considered the plaza area between Spokane Falls blvd to the south, Monroe street to the west, Huntington Park access road to the east, and Huntington Park to the north. The site includes the landscaped embankment between Huntington Park and CSO. The site does not include any function, feature or component required for the operation of the wastewater operation.

c. The Bridge site is considered to be the east and west pedestrian sidewalks of the Monroe Street Bridge. The site includes the four covered shelters along the sidewalks. The site does not include the vehicle right-of-way.

b. Parks Division will monitor and provided for all maintenance and security services required to ensure the care and safety of the CSO plaza including but not limited to ranger patrols, application of the parks code (smc 12.06A.040), pruning, mowing, irrigation repair, aeration, weeding, edging, applications of fertizler and herbicides, litter and trash removal, hardscape cleaning, graffiti removal, painting, basic fixture repairs, applying mulch, and snow removal along side walk. Additionally, Parks will conduct frequent inspections of site and communicate as needed for any repair or service greater then \$1000.00 per item.

e. Parks Division will monitor and provide litter removal and snow removal at Bridge site.

4. **DURATION:** This Agreement shall be effective August 1, 2023 and shall remain in effect until December 31, 2026.

5. INDEMNIFICATION:

a. Utilities shall indemnify and hold harmless Parks, its employees and agents for any loss, claim or action to which they may be put by reason of this Agreement, except to the extent Parks, its employees and agents are determined to have acted negligently.

b. Parks shall indemnify and hold harmless Utilities, its employees and agents for any loss, claim or action to which they may be put by reason of this Agreement except to the extent Utilities, its employees and agents are determined to have acted negligently.

6. **ENTIRE AGREEMENT:** This Agreement contains the entire agreement of the Parties, and there are no other promises or conditions in any other agreement whether oral or written concerning the subject matter of this Agreement. This Agreement supersedes any prior written or oral Agreement or arrangement between the parties.

7. **AMENDMENT:** This Agreement may only be modified or amended in writing, if the writing is signed by both parties, as approved by the City Council and Mayor.

8. **SEVERABILITY:** If any provision of this Agreement will be held to be invalid or unenforceable for any reason, the remaining provisions will continue to be valid and enforceable. If a court finds that any provision of this Agreement is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision will be deemed to be written, construed, and enforced as so limited.

9. **WAIVER OF CONTRACTUAL RIGHT:** The failure of either party to enforce any provision of this Agreement shall not be construed as a waiver or limitation of that party's right to subsequently enforce and compel strict compliance with every provision of this Agreement.

IN WITNESS WHEREOF, in consideration of the terms, conditions and covenants contained, or attached and incorporated and made a part, the parties have executed this Contract Amendment by having legally-binding representatives affix their signatures below.

CITY OF SPOKANE PARKS AND RECREATION DEPARTMENT		CITY OF SPOKANE			
Ву		By			
Signature	Date	Signature	Date		
Type or Print Name		Type or Print Name			
Title		Title			
Approved:		Approved:			
Attorney for Park Board		Public Works Directo	r		
Attest:		Approved as to form:			
City Clerk		Assistant City Attorne	Эу		

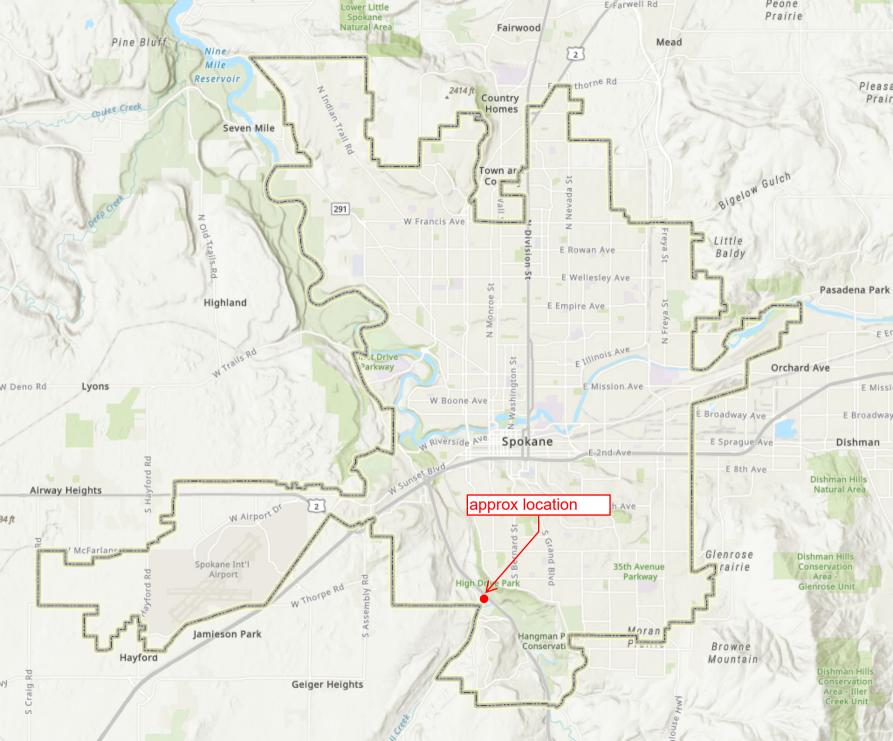
20-065

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Spokane Park Board Briefing Paper



Committee	Finance Committee	Committee meeting date: S	Sept. 12, 2023			
Requester	Nick Hamad Phone number: 509.3					
Type of agenda item	OConsent ODiscussio	on OInformation	Action			
Type of contract/agreement	New ORenewal/ext.	Lease OAmendment/chang	<u> </u>			
City Clerks file (OPR or policy #)			<u> </u>			
Master Plan Goal, Objective, Strategy	Goal L, Obj. 1	Master Plan Priority Tier:	N/A			
(Click HERE for link to the adopted plan)	· •	(pg. 171-175)				
Item title: (Use exact language noted on the agenda)	Park Parcel 35313.0016 utilit services).	y easement agreement / Latah H	Hangman (in-kind			
Begin/end dates	Begins: 08/10/2023	Ends: 05/31/2024	06/01/2525			
Background/history: Parks has received a request from City Wastewater for an underground utility easement across undeveloped park property within Latah Valley near U.S. HWY 195 and S. Cheney Spokane Rd. The City desires to extend public sewer access to the nearby area and has identified a route across undeveloped park land as a preferred route. In addition to complete restoration of the site after utility installation, City Wastewater proposes compensation to park in the form of City wastewater crews conducting 'in-kind' repair of compromised park side sewers within Liberty Park and Riverfront Park rather than cash payment. Easement concept has been presented to and discussed by the Land Committee, which found the proposal acceptable in principle.						
Motion wording: Discuss potential utility easement across park parcel 35313.0016 (in-kind service)						
Approvals/signatures outside Parks:	• Yes • No					
If so, who/what department, agency or c	· · ·		. 500 005 7004			
Name: Raylene Gennett	Email address: rgennett@s	pokanecity.org	509.625.7901			
Distribution: Parks – Accounting Parks – Sarah Deatrich Requester: Nick Hamad Grant Management Department/Name:	Jason Dan B	Conley uller				
Fiscal impact: 🔘 Expenditure	Revenue					
Amount:	Budget code	::				
in-kind services	N/A					
Vendor: O Existing vendor	O New vendor					
Supporting documents:						
Quotes/solicitation (RFP, RFQ, RFB)) (for new contractors/consultants/				
Contractor is on the City's A&E Roster - C UBI: Business license exp		I Forms (for new contractors/consu urance Certificate (min. \$1 million ir				







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APPROXIMATE PARK PROPERTY

APPROXIMATE EASEMENT AREA



City of Spokane Department of Engineering Services 808 West Spokane Falls Blvd. Spokane, WA 99201

Document Title: Public Utility Easement Reference Number of Related Documents: Grantor(s): City of Spokane Parks and Recreation Division Grantee(s): City of Spokane Legal Description: See Exhibit "A"_____ Assessor's Tax Parcel Number: 35313.0016_____

PUBLIC UTILITY EASEMENT

This Public Utility Easement ("Easement") is made and executed this _____ day of ______, 20____, by City of Spokane Parks and Recreation Division ("Grantor"), and the CITY OF SPOKANE, a Washington municipal corporation ("City" or "Grantee"), hereinafter jointly referred to as "Parties".

WHEREAS, Grantor is the owner of certain land located in the City and County of Spokane, Washington, which is legally described in Exhibit "A" and depicted in Exhibit "B" hereto (the "Easement Area"):

WHEREAS, Grantor is desirous of granting the City a utility and access easement over, under, through, across, and upon those portions of the Easement Area for public underground utility purposes, including, without limitation, a public sewer main ("Public Utilities");

NOW, THEREFORE, in consideration of side sewer repairs to the Liberty Park Restroom and Riverfront Park Pavilion and removal of the existing unauthorized advertising sign on the easement property, and the mutual covenants and purposes herein stated, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, Grantor and the City agree as follows:

1. <u>**Easement**</u>. Grantor hereby grants, conveys, warrants and delivers to the City a perpetual Easement on, over, under, through, across, and upon the Easement Area for purposes of accessing, installing, operating, maintaining,

repairing, removing and/or replacing an underground sewer main and related appurtenances ("Easement").

2. <u>Purpose</u>. This Easement is granted for the purposes of allowing the City, through its officers, employees, contractors and agents, at all times to enter the Easement Area for the purpose of installing, operating, maintaining, repairing, removing and/or replacing an underground sewer main and related appurtenances (the "Sewer Main"), together with such access via Grantor's adjacent land as the City deems necessary in its sole discretion.

3. <u>Non-Exclusive</u>. The Easement shall be non-exclusive; provided, however, Grantor shall not grant or convey any interest that materially conflicts with the interest of the City under this Easement, or allow others to obstruct, impair or interfere with the Easement or the Sewer Main installed therein.

4. <u>Obstructions</u>. Neither Grantor, nor its successors or assigns shall erect or place any improvement(s) within the Easement Area without the prior written approval of the City's Director of Public Works & Utilities ("Permitted Improvements"), which approval shall not be unreasonably withheld. In the event improvements of any type are placed over the Easement Area without the City's consent, it will be the responsibility of the Grantor to bear all the costs to replace any such improvements should the City of Spokane have to disrupt the improvement for the repair, maintenance, reconstruction, removal or replacement of the Sewer Main and/or related appurtenances.

5. <u>Ownership of Utilities</u>. The Sewer Main placed within the Easement shall remain the property of the City, with the City retaining authority over the utilities and related appurtenances.

6. <u>Condition of Easement Property</u>. Upon each and every occasion that the City installs, repairs, maintains, removes, and/or replaces the Public Utilities, it shall restore the Permitted Improvements and Grantor's surrounding property, to the condition such Permitted Improvements and surrounding property were in prior to any such installation or work, to the extent any damage or disturbance of the Permitted Improvements and Grantor's surrounding property was caused by the City's installation, repair, maintenance, removal and/or replacement of the Public Utilities.

7. <u>Successors</u>. The agreements contained herein and the rights granted hereby shall run with the title to the Easement Area and shall bind and inure to the benefit of the parties hereto and their respective heirs, successors, sub-lessees and assigns.

8. <u>Utility Service</u>. Nothing in this Easement or any action or inaction by the City shall create any obligation on the part of the City to pay for any improvements, to provide public utility services, or to pay for any service connections, or installations near or adjacent to the Easement.

9. <u>Indemnification</u>. The Grantor and the City shall each defend, indemnify, hold and save harmless the other from all loss, damage, liability, or expense (including expense of litigation), resulting from any actual or alleged injury or death of any person, or from any actual or alleged loss of or damage to any property, caused by or resulting from any act or omission of each party's own comparative negligence, or from the comparative negligence of each parties' officers, agents or employees.

Dated this _____ day of _____, 20____.

GRANTOR(S)

City of Spokane Parks and Recreation Division

By: _____ Its: City Administrator_____

CITY OF SPOKANE

Ву: _____

City Administrator

Attest:

City Clerk

Approved as to Form:

Assistant City Attorney

STATE OF WASHINGTON)) ss. County of Spokane)

On this _____ day of _____, 20___, before me, the undersigned, a Notary Public in and for the State of Washington, duly commissioned and sworn, personally appeared ______, to me known to be the ______ of _____, the ______ that executed the foregoing instrument and acknowledged the said instrument to be the free and voluntary act and deed of said limited liability company for the uses and purposes therein mentioned, and on oath stated that he is authorized to execute the said instrument.

Witness my hand and official seal hereto affixed the day and year first above written.

Notary Public in and for the State of Washington, residing at Spokane My Appointment Expires: _____

STATE OF WASHINGTON

County of Spokane

I certify that I know or have satisfactory evidence that ______ and _____ are the persons who appeared before me and said persons acknowledged that they signed this document, on oath stated that they were authorized to sign it and acknowledged it as the ______, and the City Clerk, respectively, of the CITY OF SPOKANE, a municipal corporation, to be the free and voluntary act of such party for the uses and purposes therein mentioned.

) ss.

)

NOTARY SEAL

Notary Public in and for the State of Washington, residing at Spokane.

Appointment expires: _____

Exhibit "A"

Legal Description of Easement Area

Exhibit "B"

Sewer Easement Depiction



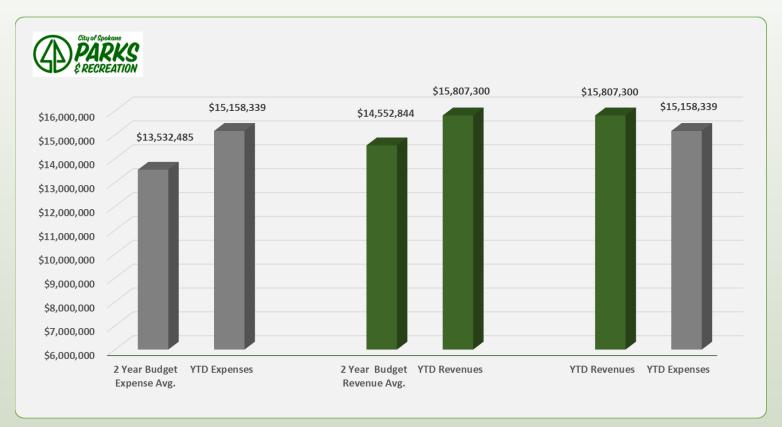
Return to Agenda



Park Board Financials August 2023



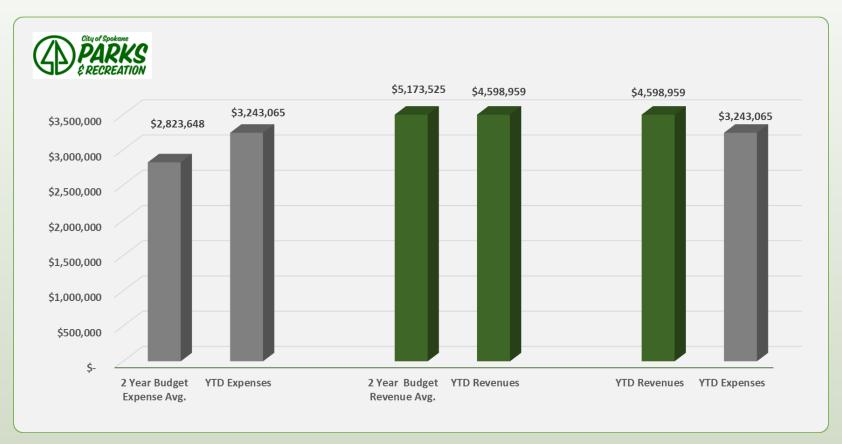
Parks Financials



Key Concepts:

- YTD, Parks has spent 64% of all budgeted expenditures (64% last August).
- YTD, Parks has earned 67% of all budgeted revenues (65% last August).
- YTD, revenues are ahead of YTD expenses by \$648,961.
- The last 4 months of the year are generally a net deficit for Parks, so the shrinking surplus will need to continue to be managed through spending controls.

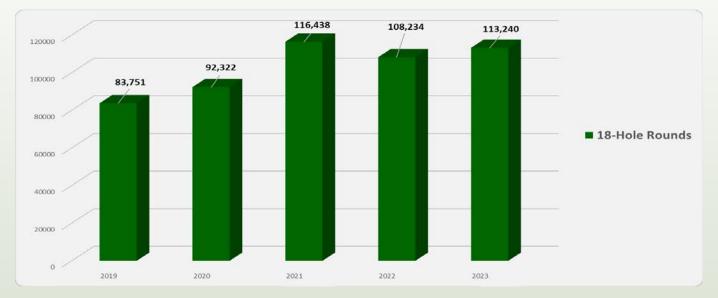
Golf Financials

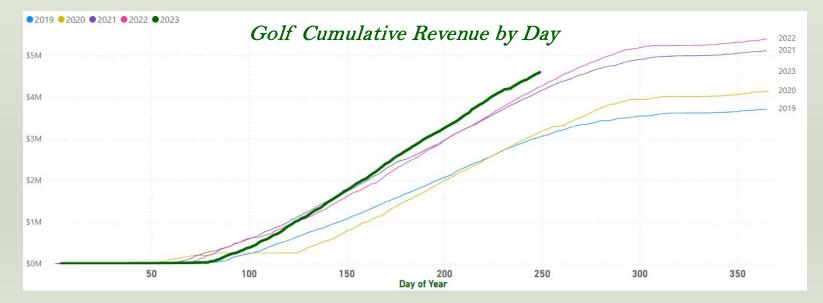


Key Concepts:

- YTD, golf has spent 68% of total budgeted expenditures (59% last August). Operating expenses as a % are lower than last year, but expenses including capital are higher.
- YTD, golf has earned 91% of total budgeted revenues (94% last August).
- Golf has revenues exceeding expenditures by \$997,910 excluding the facility improvement fee and corresponding debt service payment (\$1.36 million including both).

Golf – Dashboard







Questions or Comments?



2024 Proposed Budget



Parks Fund				
City of Spokane PARKS & RECREATION	Adopted Initial 2024 Budget 2023 Budget			
Operating Revenue				
Program Revenue	\$ 5,746,784 \$ 6,310,187			
Operating Transfers	\$ 17,552,439 \$ 19,325,319			
Grant Revenue	\$ 10,000			
Total Operating Revenue	\$ 23,309,223 \$ 25,635,506			
Operating Expenses		٦		
Salaries and Wages	\$ 10,943,316 \$ 11,476,842	1		
Personnel Benefits	\$ 2,780,702 \$ 3,283,900	1		
Supplies	\$ 1,137,550 \$ 1,415,020			
Services and Charges	\$ 4,599,512 \$ 4,937,721			
Interfund Payments	\$ 2,911,741 \$ 3,225,220			
Total Operating Expenses	\$ 22,372,820 \$ 24,338,703			
Net Operating Income (Loss)	\$ 936,403 \$ 1,296,803			
Other Financial Activity		٦		
Capital Outlay	\$ -	1		
Transfers Out	\$ 1,040,822 \$ 1,120,688	1		
Budget Reserve	\$ 150,000 \$ 125,000			
Total Other Activity	\$ 1,190,822 \$ 1,245,688			
Total Expenditures	\$ 23,563,642 \$ 25,584,391			
Net Gain/(Loss)	\$ (254,419) \$ 51,115			

Revenue Discussion Points

- Program revenue increases in Recreation (Cost Recovery Model) and Riverfront.
- Healthy increase in general fund transfer contributes to 10% overall revenue increase.

Expense Discussion Points

- Combined 8% increase in salaries and benefits.
- Largest increase in temp/seasonal expenses were in Recreation under Athletics and Aquatics. Aquatics is the single largest consumer of temp/seasonal wages with a \$650,000 budget next year.
- The increase in interfund expenses is almost entirely driven by Risk Management (\$270,000 increase). We continue to work with the new Risk Manager on new allocation methods. That number may adjust prior to final city budget approval.
- The transfers out include the Merkel turf and the new Zamboni debt service payments. The transfer to capital was reduced from \$750k in 2023 to \$650k in 2024 to maintain a net positive budget.
- This budget includes \$100k for Expo50 and \$100k for the cost of a ballot measure.



City of Spokane PARKS & RECREATION	В	Adopted udget 2023	Initial 2024 Budget (Excluding FIF/SIP)	
Revenue				
Program Revenue	\$	4,300,901	\$	5,378,076
Pre-Sale Revenue				
Facility Improvement Fee	\$	-		
Other Transfers-In	\$	-		
Total Revenue	\$	4,300,901	\$	5,378,076
	-			
Expenditures				
Salaries and Wages	\$	1,791,522	\$	1,817,483
Personnel Benefits	\$	323,037	\$	529,688
Supplies	\$	410,750	\$	531,900
Services and Charges	\$	1,053,068	\$	1,435,756
Interfund Payments	\$	297,677	\$	312,055
Subtotal Op. Expense	\$	3,876,054	\$	4,626,882
Capital Outlay	\$	410,000	\$	714,650
Transfers Out	,	410,000	Ŷ	714,030
	+			
Total Expenditures	\$	4,286,054	\$	5,341,532
Net Gain/(Loss)	\$	14,847	\$	36,544

Revenue Discussion Points

- Established baseline revenues used 2022 actuals and 2-year averages for total rounds played.
- Revenues shown include the proposed fee increases for golf (green fees and passes).

Expense Discussion Points

- Combined increase of 11% for salaries and benefits.
- The increase in services and charges includes an added \$60,000 for landscaping/grounds maintenance and \$60,000 for minor building repairs/maintenance.
- Other substantial service charge increases were water and bank fees, which were underbudgeted for 2023.
- Due to the increased capital needs in golf, the primary driver for the greens fee increase was to cover the cost of capital improvements. Budgeted capital improvements increased from \$410,00 in 2023 (which actuals will exceed) to \$714,650 in 2024.

Budget Risks

Parks

- Continued inflationary pressure on all expenses.
- Overall city expense cutting measures will impact the 2025 budget and beyond.
- Expo50 is a rather large budget expense with unknown impacts to both revenue and expenses.
- Pavilion naming rights income is included in the budget (20% deduction for a finder's fee commission).

Golf

- The recent stress testing of golf demonstrated the sensitivity of the budget. Extended closures for smoke or minor decreases in rounds played have magnified impacts on the overall budget.
- One large, unplanned capital expense (like pine beetles) can quickly devour a planned capital budget.

Return to Agenda

Spokane Park Board Briefing Paper



Committee	Land Committee meeting date : August 2, 2023		
Requester	Fianna Dickson Phone number: X6297		
Type of agenda item	OConsent ODiscussion	OInformation	Action
Type of contract/agreement	New ORenewal/ext. OLease OAmendment/change order OOther		
City Clerks file (OPR or policy #)	LGL 2011-0031		0
Master Plan Goal, Objective, Strategy	Goal L., Objective 1 - pursue	Master Plan Priority Tier:	,
(click for link to adopted plan)	additional funding sources	(pg. 171-175)	First
Item title: (Use exact language noted on	Proposed revisions to Sponsorships, Donations, and Naming Recognition Policy		
the agenda)			
Begin/end dates	Begins: 08/10/2023	Ends:	✓ 06/01/2525
Background/history:			
The Spannership, Departies, and Naming Researching policy was developed in 2011 and undeted in			
The Sponsorship, Donation, and Naming Recognition policy was developed in 2011 and updated in 2017. With an idea of rotating policies through for review every 5 years or so, it is about the right time			
to review the policy to note any changes desired by the Park Board. A small workgroup comprised of			
2 Park Board members and 2 staff drafted the suggested red revisions. Discussed briefly at Land			
committee in June.			
Motion wording: Motion to approve the proposed amendments to the sponsorship, donation, and naming recognition policy			
Approvals/signatures outside Parks: O Yes O No			
If so, who/what department, agency or c			
Name:	Email address:	Phone:	
Distribution:			
Parks – Accounting			
Parks – Sarah Deatrich Requester: Fianna Dickson			
Grant Management Department/Name:			
Fiscal impact: O Expenditure	O Revenue		
Amount:	Budget code:		
Vendor: O Existing vendor	O New vendor		
Supporting documents:			
Quotes/solicitation (RFP, RFQ, RFB)	W-9 (for new contractors/consultants/vendors		
Contractor is on the City's A&E Roster - C UBI: Business license exp			

CITY OF SPOKANE PARKS AND RECREATION DIVISION ADMINISTRATIVE POLICY AND PROCEDURE

ADMIN 1400-11-07 LGL 2011-0031

TITLE: SPONSORSHIPS, DONATIONS, NAMING RECOGNITION OF PARKS AND RECREATION AREAS, FACILITIES AND PROGRAMS

EFFECTIVE DATE: JULY 14, 2011 REVISION EFFECTIVE DATE: OCTOBER 12, 2017

Note: Draft revisions in red reflect March 2023 discussions

TABLE OF CONTENTS

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 2.0 DIVISIONS/DEPARTMENTS AFFECTED
 3.0 REFERENCES
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 7.0 RECOGNITION OF SPONSORSHIPS AND GIFTS
 8.0 NAMING OF A PARK, FACILITY OR FEATURE
 9.0 MEMORIALS, PLAQUES AND TRIBUTES
 10.0 PLANNING AND FULFILLMENT
 11.0 TERMINATION
 12.0 RESPONSIBILITIES
 13.0 APPENDICES

1.0 GENERAL

Spokane Parks and Recreation is a Division of the City of Spokane whose services are primarily funded from the City's general fund. In recent years demands upon these funds have increased, a trend that is expected to continue.

To maintain and enhance the City's park and recreation system, Spokane Parks and Recreation is actively seeking to establish revenue streams and resources that will increase its ability to deliver services to the community and/or provide enhanced levels of service beyond the core levels funded from the City's general fund.

This policy will provide opportunities for the private sector to invest back into the community.

Any naming must be to the benefit of enhancing the space, as a first priority. The Parks Master Plan, approved by the Park Board, will guide all investments.

Existing facilities and features within a named park are generally assumed to have the same name (i.e. the shelter at Franklin Park, the playground at Logan Peace Park, the ballfields at Friendship Park). As a guiding rule, re-naming of spaces is not allowed unless determined by the Park Board. New facilities and features will be named through a process initiated by Parks & Recreation in alignment with the policy.

2.0 DIVISIONS/DEPARTMENTS AFFECTED

This policy and procedure shall apply to the Spokane Parks and Recreation Division.

3.0 REFERENCES

City Charter - Section 48. Park Board - Powers

Park Board Rules - Section 14. General Operating Policies and Procedures, Ruling and Appeals

4.0 DEFINITIONS

For the purpose of this policy, the following definitions apply:

- 4.1 "Advertising" a form of marketing that is paid for by an individual or organization to attract the public's attention to a particular product or service.
- 4.2 "Division" Spokane Parks and Recreation Division.
- 4.3 "Department Directors" senior Parks and Recreation management directly under the Director of Parks and Recreation or the Executive Officer who have responsibility for parks recreation departments.
- 4.4 "Historical or Prominent Individuals/Families/Groups"-individuals, families or groups that have a historical connection to the City's heritage or have in some way made significant contributions to the Spokane community.
- 4.5 "Individual and Family Giving" A donation garnered from the general public who desire to contribute financially to the Division, for which there may be some mutually agreed upon recognition benefit. Donations are typically driven by fondness or affection for Parks and Recreation, desire to memorialize self or loved ones, or in support of the Division mission.
- 4.6 "Interpretive sign" a sign within a park that interprets natural, historic, and/or cultural features.
- 4.7 "Logo" a symbol or name that is used to brand an organization.
- 4.8 "Marketing" all forms of promotional efforts to attract the public's attention to a particular product or service. Marketing opportunities offered to sponsors are specific to each sponsorship and detailed in the agreement in accordance with City laws and Division policies.
- 4.9 "Memorials and tributes" plaques, benches, trees or other similar elements designed to honor an individual and/or-in recognition of a contribution.
- 4.10 "Naming rights" A financial transaction and form of advertising whereby a corporation, community organization, or other entity purchase the right to name a park asset or program, typically for a defined period of time of 3 to 20 years, with the intent to promote its brand or market its programs and services.
- 4.11 "Park" Division property designated as a park.
- 4.12 "Park asset" Physical Division amenities, features and facilities identified by

the Park Board as an opportunity for naming rights or individual and family giving.

- 4.13 "Park facilities" buildings, outdoor fields, recreation, sports or entertainment facilities in which structured and unstructured activities are provided.
- 4.14 "Park features" fountains, artwork, amenities, and similar.
- 4.15 "Plaque" a flat memorial plate containing information that is either engraved or in bold relief that may be affixed to a park asset or displayed in a public place as a form of recognition.
- 4.16 "Program sponsorship" A payment or in-kind service by a business to support a program, activity or special event of the Division in return for certain recognition benefits, which may include naming. Sponsorships will generally be a year or shorter in duration and not associated with a permanent park asset.
- 4.17 "Recognition benefits" Opportunities provided to the sponsor or donor as an incentive or appreciation for charitable donations.
- 4.18 "Sign" a structure that is used to identify a specific park, to convey directions/rules to park users, and/or to inform about a project or attraction. May be temporary or permanent.
- 4.19 "Sponsorship or donation agreement" the legal instrument that sets out the terms and conditions agreed upon by the parties.

5.0 POLICY

- 5.1 It is the policy of Spokane Parks and Recreation Division to actively seek sponsorships, charge fees for advertising and to accept donations and gifts where appropriate, for its events, services, parks, equipment and facilities. The purpose of such is to increase the Division's ability to delivery services to the community and/or provide enhanced levels of service beyond the core levels funded from the City's general fund.
- 5.2 In appreciation of this support, it is the policy of the Division to provide suitable acknowledgement and recognition of these contributions. The recognition shall adhere to the aesthetic values and purpose of the Division's parks, facilities, and services, and to the recognition guidelines outlined in this policy.
- 5.3 Sponsorships and donations will be considered for the following broad types of activities:
 - 5.3.1 Event Sponsorship financial or in-kind support for an event organized by the Parks Division on parkproperty. Depending on the details of the agreement, the sponsor's name may or may not be directly linked to the event (i.e. a title sponsorship), and the sponsor may have a variety of temporary marketing opportunities.
 - 5.3.2 Park Facility or Feature financial or in-kind support associated with the design, construction and/or on-going maintenance and operation of a particular park or recreational, sport, entertainment or cultural

facility. Recognition opportunities are negotiated with the agreement.

- 5.3.3 Program Sponsorship financial or in-kind support that facilitates the ongoing delivery of a particular citywide or site-specific program. Recognition of the sponsor could be associated directly to the program, or other marketing opportunities could be available, depending on the terms of the agreement.
- 5.3.4 Memorials or Tributes plaques, trees, or similar in honor of a person or persons, with recognition benefits outlined in the proposal and agreement.
- 5.4 All sponsorships, gifts, donations, naming recognition, memorials, tributes, and plaques shall be formalized legally in writing through a Sponsorship or Donation Agreement, and signed by a representative from each party.
 - 5.4.1 The agreement should include a clear statement of the purpose, financial value, benefits associated including specific recognition and marketing opportunities, total costs, maintenance and replacement, each party's roles and responsibilities, and term and termination provisions.

6.0 GUIDING PRINCIPLES

The following principles form the basis of the Division's consideration of sponsorships, gifts, and naming requests, and have been established to ensure all considerations are treated equitably.

- 6.1 Sponsorship, naming, gift and donationproposals:
 - 6.1.1 Must directly relate to the intent of the facility or park, and its master plan or business plan.
 - 6.1.2 Cannot be made conditional on Division performance.
 - 6.1.3 Will not be accepted from organizations whose mission conflicts with the mission of the Division, and must be deemed age-appropriate
 - 6.1.4 Will provide a positive and desirable image to the community.
 - 6.1.5 Will provide benefits commensurate with the relative value of the sponsorship.
 - 6.1.6 Cannot limit the Division's ability to seekother sponsors.
 - 6.1.7 Will include an operating endowment or operating donation if the gift requires a level of service, maintenance, or service beyond current staffing levels.
 - 6.1.8 Will enhance the design and visual integrity of the park/facility.
 - 6.1.9 Will be evaluated individually and shall include, but not be limited to: products/services offered; sponsor's record of involvement in environmental stewardship and social responsibility; principles of the sponsor; sponsor's rationale for its interest; sponsor's expectations; and sponsor's timeliness and/or readiness to enter into an agreement.
- 6.2 Ethical Considerations
 - 6.2.1 Sponsorships, naming, gifts and donations may come with unintended consequences and need to receive careful consideration. On occasion, the Division or Park Board may need to reject an offer under circumstances including, but not limited to: the potential sponsor seeks to secure a contract, permit or lease; the potential sponsor seeks to impose conditions that are inconsistent with the Division's mission, values, policies, and/or planning documents; acceptance of a potential sponsorship would create a conflict of interest or policy (e.g., sponsorship from a tobacco company, political organization; the potential sponsor is in litigation with the City of Spokane.)

7.0 RECOGNITION OF SPONSORSHIPS AND GIFTS

7.1 The following principals will guide the recognition:

- 7.1.1 The recognition shall not detract from the visitors' experience or routine use, nor shall it impair the visual qualities of the site or be perceived as creating a proprietary interest.
- 7.1.2 All forms of recognition must meet Division design and maintenance guidelines.
- 7.1.3 Recognition shall not suggest in any way the endorsement of a sponsor's goods or services by the Division, or any proprietary interest of the sponsor in the Division.
- 7.1.4 All sponsorship, donation or naming rights agreements will be for defined period of time having regard to the value and the life of the asset involved. contribution.
- 7.1.5 Benefits will be provided at a level of recognition and will specify costs commensurate with the contribution, as outlined in an annual plan by the Division.
- 7.1.6 All sponsorship marketing materials must be approved by the Division's Communication Manager.
- 7.1.7 The Division's Communication Manager must approve the use of the City's or Parks and Recreation's logo by the sponsor in their own business publications.
- 7.1.8 All signs must comply with city ordinance.
- 7.2 Forms of recognition: The Division wishes to work closely with each donor to provide recognition that is meaningful to the donor. Acknowledgement may include one or more of the following:
 - 7.2.1 A thank you letter.
 - 7.2.2 Publicity through printed materials, publications, the Division website, social media, and/or media releases, and through the sponsor's channels. Design standards of the Parks and Recreation Division will apply.
 - 7.2.3 Events such as a ground breaking or ribbon cuttingceremony, private group tour or photo opportunity.
 - 7.2.4 Mayor, City Council and/or Park Board member acknowledgement at civic functions.
 - 7.2.5 Designated seating at an event, passes to an event, waived fee for facility use, or similar.
 - **7.2.6** Commemorative recognition such as a memorial, plaque or tribute (see section 9.0).
 - 7.2.7 On-site recognition such as a temporary or permanent sign.
 - 7.2.7.1 The form of any on-site recognition shall be of an appropriate size and color and shall not detract from the park surroundings or any interpretive message.
 - 7.2.7.2 The Division Communication Manager shall determine approval of the sign/plaque style and design and inclusion of a sponsor's name and/or logo.
 - 7.2.7.3 The placement of temporary signs and plaques shall be determined between the Communication Manager and the appropriate Department Director. In the event of consensus not being reached, the Parks and Recreation Director's decision shall be final.

- 7.2.7.4 Permanency of the sign is limited to the life of the asset. terms of the contribution.
- 7.2.8 Name association to an event, program or project.
- 7.2.9 Naming of a facility, feature or park (see section 8.0).
- 7.3 Determining the form of recognition
 - 7.3.1 Annually, sponsor/donor opportunities and recognition tiers will be developed and/or reviewed by the Communication Manager and/or consultants or staff designated by the Director in collaboration with appropriate Department Directors.
 - 7.3.2 Annually, recommended sponsor/donor opportunities and recognition tiers will be presented to and approved by the Director and the Park Board.
 - 7.3.3 In determining the type and extent of recognition benefits, current market research data and cost analyses will be used to determine the value for each tangible and intangible benefit offered.
 - 7.3.4 If a recognition plan involves naming of a park, facility or feature within a park, the naming procedures will apply (section 8.0).
- 7.4 Sample of sponsor/gift opportunities and recognition tiers: each sponsorship is negotiated and tailored, however a hierarchy of benefits is associated with varied levels of sponsorships. The following demonstrates some benefits that may be included at various levels
 - 7.4.1 Lower investments may offer banner placements, give-away opportunities, recognition without logo in publications and social media, mention in a press release, recognition in remarks at the event, recognition on site signs.
 - 7.4.2 Mid-level investments may offer the above in addition to logo placement or advertisements in publications/print materials (i.e. the Activity Guide) and social media, passes or special access to events, product sampling, waived fees for facility use.
 - 7.4.3 High-level sponsorships may include the above plus name association to an event or program, designation as the official sponsor of an event or program, permanent signs or plaques, or naming rights of a park, facility or feature.

8 NAMING AND RE-NAMING OF A PARK, FACILITY OR FEATURE

The following principles form the basis of the Division's consideration of naming or renaming parks, facilities and features within a park (i.e. "Acme Park" or "Acme Field" or "Acme Fountain"). They do not apply to the associated naming of an event, program or project (i.e. "Acme Skate Night" or "Acme Softball Tournament"); those are temporary program name associations in accordance with the annual sponsor opportunities.

Existing facilities and features within a named park are generally assumed to have the same name (i.e. the shelter at Franklin Park, the playground at Logan Peace Park, the ballfields at Friendship Park). As a guiding rule, re-naming of spaces is not allowed unless determined by the Park Board. New facilities and features will be named through a process initiated by Parks & Recreation in alignment with the policy.

- 8.1 In accordance with the City Charter, Section 48, the Park Board may designate by name any park and structures thereon.
- 8.2 The recommendations for park, facility and feature names will be based on and chosen from the following criteria:

- 8.2.1 Historic events, places and people related to Spokane and the region
- 8.2.2 Exceptional individuals who have positively impacted parks and recreation in Spokane and the region
- 8.2.3 In commemoration of a group of individuals who perished or survived a tragic event or war
- 8.2.4 A suitable program or community related name which denotes an appropriate linkage to its function
- 8.2.5 Living nominees must have been deemed by Park Board and the community to have made an outstanding contribution to the City
- 8.2.6 Living political nominees must be retired from political life for at least five (5) years
- 8.2.7 In recognition of a significant donation covering one or preferably more of the following:
 - 8.2.7.1 Sixty percent (60%) or more of the cost of the particular park or facility, or one hundred percent (100%) of the feature
 - 8.2.7.2 Deeding to the City all of the land on which the park, facility or feature will be situated
 - 8.2.7.3 Some long term endowment for the repair and maintenance of the donated park, facility or feature
 - 8.2.7.4 The provision of costs that will service program needs
- 8.2.8 The duplication or repeat use of names will be avoided, where possible.
- 8.3 Renaming of a Park, Facility or Feature
 - 8.3.1 Proposals to rename parks are not allowed unless Park Board determines a legitimate public interest to do so.
 - 8.3.2 Proposals to rename facilities or features will be considered in accordance with any naming rights agreements (i.e. a 10 year agreement for naming rights to "Acme Fountain.")
- 8.4 Process for Naming Parks, Facilities and Features
 - 8.4.1 Anyone wishing to propose a name for a park, facility or feature must submit a written request to the Director. The request should include a brief synopsis of the reasons for the proposed name.
 - 8.4.2 All naming opportunities shall be developed under the guidance of the Communication Manager and/or a designated consultant in collaboration with the appropriate Department Director.
 - 8.4.3 The Communications Manager or other Parks staff may meet with neighborhood representatives, other City government organizations (e.g. Historic Preservation, Planning Services), or organizations concerned with parks and/or park facilities in order to prepare a recommendation.
 - 8.4.4 For assets with an annual contract dollar value at or less than \$20,000/year and/or at or less than 5 years in duration, decisions about naming rights will be made within the Division and appropriate Department and will not require Park Board approval (only Park Board notification through the appropriate committee).
 - 8.4.5 For assets with an annual contract dollar value greater than \$20,000 and/or greater than 5 years in duration, the naming rights proposal will be submitted to the Park Board through the appropriate committee for approval.
 - 8.4.6 Accepted proposals will adhere to the City Charter and all other relevant guidelines and procedures as previously outlined.
 - 8.4.7 If a new park or facility is completed and no fitting suggestion for a name has come from the community or in association with a gift, the Park Board will select a name and may involve community outreach

(i.e. nominations, contest, etc.).

9.0 MEMORIALS, PLAQUES AND TRIBUTES

The following principles form the basis for the Division's consideration of memorial, plaque or tribute proposals and to help prevent proliferation of memorials, plaques and tributes:

- 9.1 Memorials, plaques or tributes should benefit the general public as a first priority with the benefit to the donor or honoree as a secondary goal.
- 9.2 Inventory options vary by location and are dependent upon space and need. The Director or Assistant Director of Park Operations will review and approve all requests.
- 9.3 An agreement will be consummated to include responsibilities related to the memorial or plaque including but not limited to: installation costs including on-going upkeep, and replacement or repair costs.
- 9.4 Proposals of memorials, plaques or tributes in parks and recreation areas may include: Note: Identify easy vs. more complex tiers?
 - 9.4.1 New trees, tree replacement, or seasonal planting beds;
 - 9.4.2 New or replacement park benches, picnic tables, BBQ pit stands, drinking fountains, or trash receptacles;
 - 9.4.3 New or replacement picnic shelters, play equipment, or water misting stations
- 9.5 Accepted proposals will adhere to all other relevant guidelines and procedures aspreviously outlined.

9.6 Process for Memorials, Plaques and Tributes

- 9.6.1 All memorial and plaque requests must be in writing and shall be referred to the Communication Manager.
- 9.6.2 The Communication Manager is responsible for evaluation of requests and the provision of a recommendation to the Directorof Park Operations or appropriate Department Director.
- 9.6.3 The Communication Manager will liaise with the appropriate Department Director to execute the necessary agreement and benefit recognition provisions.

10. PLANNING AND FULFILLMENT

- 10.1 Sponsor and donation recognition will be determined as outlined in section 7.0.
- 10.2 Solicitation Planning
 - 10.2.1 The Communication Manager and any designated consultants, in consultation with the Division Director and appropriate Department Directors, shall develop an on-going accrual plan that includes prioritized opportunities for the purpose of solicitation.
 - 10.2.2 Sponsorships and giving opportunities are either initiated by the Division through a formal Request for Sponsors (RFS) process, initiated by the Division or their representative based on perceived potential interest of a specific sponsor/donor, or self-initiated by the

potential sponsor/donor.

- 10.2.3 Identified opportunities shall be approved by the Director and subsequently communicated to the Spokane Parks Foundation to facilitate an integrated approach to the procurement and management of sponsorships and gifts/donations by the two organizations.
- 10.2.4 Selected Parks and Recreation staff, Park Board members, and elected officials may be tasked with soliciting sponsors in accordance with the plan and upon their willingness.
- 10.2.5 All unsolicited sponsorship proposals shall be referred to the Communication Manager or designated consultant who shall be responsible for their evaluation and the provision of a recommendation to the appropriate authority level.

10.3 Fulfillment of Agreements

- 10.3.1 The Communication Manager shall liaise with the appropriate Department Director or their designee to execute the necessary sponsorship agreement and benefit recognition provisions.
- 10.3.2 Fulfillment of the promised recognition shall be the shared responsibility of the Communications Manager and the appropriate Department-Director or their designee.
- 10.4 Monitoring and Performance Reporting
 - 10.4.1 It will be reported upon annually by the Communication Manager or designated consultant to the Park Board the number of active sponsorships/donations and their dollar value.

11.0 TERMINATION

The Division reserves the right to terminate any contractual relationship should conditions arise during the life of the agreement result in a conflict with this policy or if the agreement is no longer in the best interests of the Division. Decisions to terminate an agreement shall be made by the Director. Circumstances include but may not be limited to: the sponsor seeks to impose conditions that are inconsistent with the Division's mission, values, policies, and/or planning documents; a conflict of interest or policy arises during the agreement period; the potential sponsor is in litigation with the City of Spokane.

12.0 RESPONSIBILITIES

The Director of Parks and Recreation shall administer this policy.

13.0 APPENDICES

None

City Attorney

Date

Director of Parks and Recreation

Date

Return to Agenda

Spokane Park Board Briefing Paper



Committee	Riverfront Committee	Committee meeting date: Sep	ot 6, 2023
Requester	Berry Ellison	Phone number: 509	625-6276
Type of agenda item	OConsent ODiscussion	OInformation	Action
Type of contract/agreement	ONew ORenewal/ext. OI	_ease OAmendment/change o	order OOther
City Clerks file (OPR or policy #)	2023-0446		
Master Plan Goal, Objective, Strategy	Goal K, Objective 1	Master Plan Priority Tier: Tie	r 1
(Click HERE for link to adopted plan)		(pg. 171-175)	
Item title: (Use exact language noted on the agenda)		ge Order #2 / Riverfront Park Sou n (\$80,248.00 including applicable	
Begin/end dates	Begins: 09/14/2023	Ends: 06/01/2024	06/01/2525
Background/history: Change Order #2 consists of 4 add Item 1 is added cost for steel repair Item 2 is added cost for replacing of Item 3 is added cost for the remove structure supporting & stabilizing the Item 4 is added cost for removal of Note: Applicable taxes for this CO Motion wording: Move to approve Garco Construction, Inco Construction Project in the amount of \$80 Approvals/signatures outside Parks: If so, who/what department, agency or co Name: Tim Loucks	ir due to Engineer's revision nelson studs (concrete anc al and replacement of the s he south end of the bridge) f pack rust at Engineer's dir total \$1,305.99 (see suppo c., change order #2 for the Riverf 0,248.00 including applicable tax	n. hors) on the bridge girders. south corbel (a concrete and rection. prting documents) front Park South Suspension Bridg res, from Park Capital Funds.	
Distribution: Parks – Accounting Parks – Sarah Deatrich Requester: Berry Ellison Grant Management Department/Name:	nhamad scottk@ jkconley tloucks@	@spokanecity.org garco.com @spokanecity.org @garco.com	9 333-4000
Fiscal impact: Expenditure Amount:	Revenue Budget code:		
\$80,248.00 (including applicable taxes)	1950-54920-9	4000-48085	
	Reimbursed b	y Real Estate Excise Tax (REET)	funds
Vendor: • Existing vendor	O New vendor		
Supporting documents:	— .		
Quotes/solicitation (RFP, RFQ, RFB)		for new contractors/consultants/ven	
✓ UBI: 602-809-160 Business license exp		orms (for new contractors/consultar Ince Certificate (min. \$1 million in Ge	

CITY OF SPOKANE PARKS AND RECREATION DEPARTMENT CHANGE ORDER NO. <u>02</u>

NAME OF CONTRACTOR: Garco Construction, Inc

PROJECT TITLE: Riverfront Park South Suspension Bridge Renovation

CITY CLERK CONTRACT NUMBER: 2023-0446

DESCRIPTION OF CHANGE:	AMOUNT:		==
Item #1: COR-003 - Type 4 Repair Changes (plus \$148.50 ma Item #2: COR-004 - Add Nelson Studs (plus \$52.44 material ta Item #3: COR-005 - Corbel Replacement (plus \$1,049.10 mate Item #4: COR-006 - Pack Rust Removal (plus \$55.95 material	ax) \$	1,879.5 2,153.5 70,975.9 3,933.0	56 90

TOTAL AMOUNT: \$ 78,942.01

CONTRACT SUM (EXCLUDE SALES TAX)	
ORIGINAL CONTRACT SUM (INCLUDE ALTERNATES)	\$ 2,099,949.00
NET AMOUNT OF PREVIOUS CHANGE ORDERS	\$ 25,501.00
CURRENT CONTRACT AMOUNT	\$ 2,125,450.00
CURRENT CHANGE ORDER (EXCLUDES SALES TAX)	\$ 78,942.01
REVISED CONTRACT SUM	\$ 2,204,392.01

CONTRACT COMPLETION DATE	
ORIGINAL CONTRACT COMPLETION DATE	01/22/2024
CURRENT COMPLETION DATE	01/22/2024
REVISED COMPLETION DATE	N/A
Contractor's Acceptance:	Date: Date:
Attest:	City Clerk
Approved as to form:	Assistant City Attorney

Garco Job #23-13

COR 03 - Type 4 Steel Repair

				Direct Costs							Subcontractor Costs					
					Unit Prices			Item Totals								
BI	Description	Qty	Unit	Labor	Equip	Material	Labor	Equipment	Material	Unit Price	Subtotal	Prime Markup	Total w/ Markup			
	Type 4 Plate Rebuild	30	ea	\$ 15.00		\$ 25.00		\$-			\$-	12%	\$-			
	Re-weld	6	ea	\$ 54.00				\$-	\$-		\$-	12%	\$-			
	Type 4 Plate - Machining	30	ea			\$ 55.00	\$-	\$-	\$ 1,650.00		\$-	12%	\$-			
							\$-	\$-	\$-		\$	12%				
							\$-	\$-	\$-		\$-	12%				
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	TOTAL DIRECT COSTS	_		\$ 69.00	¢	\$ 80.00	¢	\$ -	\$ 1,650.00				\$ -			
	Sales Tax			\$ 69.00	\$ -	\$ 80.00 9.0%		ې -	\$ 1,650.00				\$ -			
				1		9.0%			φ 140.50							
	Contractor Markup			31%	21%	21%	\$ -	\$ -	\$ 377.69							
				3170	2170	2170	Ψ -		ψ 311.09							
	TOTAL WITH MARKUP						\$-	\$ -	\$ 2,027.69				\$-			
	TOTAL CO AMOUNT REQUESTED									\$			2,028.00			



AXIS MFG

kaylaer@garco.com

INVOICE # 1026

6010 E ALKI STE 1 SPOKANE VALLEY, WA. 509.368.9895 justin@axismfgcnc.com	99212	Date: Payment Terms:	Aug 7, 2023 DUE ON RECEIPT
Bill To:	Ship To:	Due Date:	DUE ON RECEIPT
Garco Construction	Garco Construction	PO Number:	GAR-001
4114 East Broadway Spokane, WA. 99202	4114 East Broadway Spokane, WA. 99202	Balance Due:	\$1,650.00
509-535-4688 509-934-6023 scottk@garco.com	509-535-4688 509-934-6023 scottk@garco.com		

Item	Quantity	Rate	Amount
Hanger Anchor Block w/Overtime and Clean up	30	\$55.00	\$1,650.00

\$1,650.00	Subtotal:
\$0.00	Tax (0%):
\$1,650.00	Total:

Terms:

Payments received after 5 business days are subject to 5% late fee. Please make all checks payable to AXIS MFG. Thank you for your Business.

kaylaer@garco.com

Garco Job #23-13

COR 04 - Replace Nelson Studs

				Direct Costs							Subcontractor Costs									
						Unit	t Prices					Item T	otals							
BI	Description	Qty	Unit	L	.abor	E	Equip	Mate	rial	L	Labor	Equip	oment	Material	Unit Price	Subto	tal	Prime Markup	Tota Mar	al w/ ˈkup
	Nelson Studs	249	EA	\$	4.17	\$	0.43	\$	2.34	\$ 1	1,038.33	\$ 1	07.07	\$ 582.66		\$	-	12%	\$	-
										\$	-	\$	-	\$-		\$	-	12%		-
										\$	-	\$	-	\$-		\$	-	12%		-
										\$	-	\$	-	\$-		\$	-	12%		-
										\$	-	\$		\$-		\$	-	12%		-
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										ֆ \$	-	\$ \$				¢	-	12%		-
										φ	-	\$	-	\$ -		Φ	-	1270	φ	-
	TOTAL DIRECT COSTS			\$	4.17	\$	0.43	\$	2.34	\$ 1	1,038.33	\$ 1	07.07	\$ 582.66					\$	-
	Sales Tax								9.0%					\$ 52.44						
						1														
	Contractor Markup				31%		21%		21%	\$	321.88	\$	22.48	\$ 133.37						
	TOTAL WITH MARKUP									\$ 1	1,360.21	\$1	29.55	\$ 716.03					\$	-
	TOTAL CO AMOUNT REQUESTED														\$			2,206.00		

Garco Job #23-13

COR 05 - Demo and Replace Corbels

				Direct Costs							Subcontr	actor Costs	·
					Unit Prices			Item Totals					
												Prime	Total w/
BI	Description	Qty	Unit	Labor	Equip	Material	Labor	Equipment	Material	Unit Price	Subtotal	Markup	Markup
	Corbel Soffit	108		\$ 48.40		\$ 37.96	\$ 5,227.20		\$ 4,100.00		\$-	12%	
	Demo Corbels	-	LS	\$ 5,063.13			\$ 5,063.13			\$ 1,200.00	\$ 1,200.00	12%	
	Form Corbels	247.2		\$ 29.96			\$ 7,406.11		\$ 2,500.00		\$-	12%	
	Pour Corbels		CY	\$ 278.40	\$ 100.00		\$ 1,392.00			\$ 1,655.00	\$ 1,655.00	12%	\$ 1,853.60
	Cure Concrete	247.2		\$ 3.87		\$ 2.00	\$ 956.66	\$-	\$ 494.40				
	Strip Corbels		LS	\$ 3,998.41			\$ 3,998.41				\$-	12%	
	Rebar + Drill and Epoxy	36	EA	\$ 52.53		\$ 16.67	\$ 1,891.08	\$-	\$ 600.00	\$ 3,873.00	\$ 3,873.00	12%	\$ 4,337.76
	Suspend end of Bridge/Re-Set Bridge	2	EA	\$ 2,970.00	\$ 200.00	\$ 250.00	\$ 5,940.00	\$ 400.00	\$ 500.00		\$-	12%	\$-
	Added lifting Brackets	4	EA	\$ 440.00	\$ 700.00	\$ 200.00	\$ 1,760.00	\$ 2,800.00	\$ 800.00		\$-	12%	\$-
							\$-	\$-	\$-		\$-	12%	\$-
							\$-	\$-	\$-		\$-	12%	\$-
	Small Tools	507	Hrs			\$ 1.75	\$-	\$-	\$ 887.25		\$-	12%	\$-
							\$-	\$-	\$-		\$-	12%	\$-
							\$-	\$-	\$-		\$-	12%	\$ -
							\$-	\$-	\$-		\$-	12%	\$-
							\$-	\$ -	\$-		\$-	12%	\$ -
	TOTAL DIRECT COSTS			\$ 12,884.70	\$ 1,852.00	\$ 973.49	\$ 33,634.60	\$ 5,044.40	\$ 11,656.65	\$ 6,728.00	\$ 6,728.00		\$ 7,535.36
	Sales Tax					9.0%			\$ 1,049.10				
	Contractor Markup			31%	21%	21%	\$ 10,426.73	\$ 1,059.32	\$ 2,668.21				
	TOTAL WITH MARKUP						\$ 44,061.33	\$ 6,103.72	\$ 14,324.86				\$ 7,535.36
	TOTAL CO AMOUNT REQUESTED									\$			72,025.00

Garco Job #23-13

COR 06 - Pack Rust Repair

				Direct Costs								Subcontractor Costs						
					Unit Prices				Item [•]	Totals								
																Prime		tal w/
BI	Description	Qty	Unit	Labor	Equip	Material		Labor	Equi	pment		terial	Unit Price	Su	btotal	Markup		rkup
	Pack Rust Repair	1	LS	\$ 2,461.50		\$ 621.65	\$	2,461.50	\$	-		621.65		\$	-	12%		-
							\$	-	\$	-	\$	-		\$	-	12%		-
							\$	-	\$	-	\$	-		\$	-	12%		-
							\$	-	\$	-	\$	-		\$	-	12%		-
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							\$	-	\$	-	\$	-		\$	-	12%		-
							\$	-	\$	-	\$	-		\$	-	12%	\$	-
	TOTAL DIRECT COSTS			\$ 2,461.50	\$-			2,461.50	\$	-		621.65					\$	-
	Sales Tax					9.0%					\$	55.95						
	-																	
	Contractor Markup			31%	21%	21%	\$	763.07	\$	-	\$	142.30						
	TOTAL WITH MARKUP						\$	3,224.57	\$	-	\$	763.95					\$	-
	TOTAL CO AMOUNT REQUESTED												\$				3.9	989.00

Report Selections:	Job:	231300	Job Status:	Active
	Phase:	9010501600	Phase Status:	Active, Inactive, Complete
	Cost Type:	ALL	Division:	ALL
	Tran. Type:	AP, EQ, GL, IC, JC, PR, OH	Customer:	ALL
	Vendor:	ALL	Draw Appl. #:	ALL
	Employee:	ALL	A/P Contract Labor Hours?	No
	Inv. Item:	ALL	Master Job?	No
	Cost Group:	ALL		

GARCO CONSTRUCTION INC

Job Cost History Report From Inception To 08/29/23

UnPostec	d?						
	Tran					Unit	of Measure
Date	Туре	Reference	Description	Additional Information	Hours	Quantity	Amount
Job: 231300	RIVERFRON	S SUSPENSION					
	Phase: 901-0	05016-00 PACK RUS	T REPAIR Cost Type: L Labor				
07/22/23	PR BURK	ОВ	KOBE J BURLAND	Check# F08518	10.00		247.70
07/22/23	PR BURD	EN - PR	PAYROLL BURDEN				169.00
07/29/23	PR CASA	DA	ADAM J CASTLE	Check# F08841	4.00		177.24
07/29/23	PR SCHJE	ΞF	JEFFERY S SCHROEDER	Check# F08989	5.00		162.10
07/29/23	PR SELJA	NC .	JACOB R SELLERS	Check# F08992	8.00		275.36
07/29/23	PR BURD	EN - PR	PAYROLL BURDEN				394.61
08/05/23	PR CASA	DA	ADAM J CASTLE	Check# F09071	2.00		88.62
08/05/23	PR MCGK	MI	KIMBERLY M MCGRAW	Check# F09176	7.00		192.92
08/05/23	PR SCHJE	ΞF	JEFFERY S SCHROEDER	Check# F09228	10.00		324.20
08/05/23	PR BURD	EN - PR	PAYROLL BURDEN				429.75
		Subtotal	for Phase: 901-05016-00 PACK RUST REPA	AIR Cost Type: L Labor	46.00	0.00	2,461.50
	Phase: 901-0	05016-00 PACK RUS	T REPAIR Cost Type: M Material				
07/17/23	AP <u>SHRW</u>	<u>/NS</u>	SHERWIN WILLIAMS	Invoice 1099-9 dated 7/12/23			314.47
07/31/23	AP EDGC	<u>ON</u>	EDGE CONSTRUCTION SUPPLY	Invoice F17479 dated 7/19/23			50.00
07/31/23	AP EDGC	<u>ON</u>	EDGE CONSTRUCTION SUPPLY	Invoice F17479 dated 7/19/23			600.51
07/31/23	AP EDGC	<u>ON</u>	EDGE CONSTRUCTION SUPPLY	Invoice F19798 dated 7/26/23			116.88
07/31/23	AP <u>SHRW</u>	<u>/NS</u>	SHERWIN WILLIAMS	Invoice 5619-5 dated 7/31/23			110.30
			for Phase: 901-05016-00 PACK RUST REPA	AIR Cost Type: M Material	0.00	0.00	1,192.16
	Phase: 901-0	05016-00 PACK RUS	T REPAIR Cost Type: O Other				591.65
07/31/23	AP EDGC	<u>ON</u>	EDGE CONSTRUCTION SUPPLY	Invoice F17479 dated 7/19/23			30.00
		Subtotal	for Phase: 901-05016-00 PACK RUST REPA	AIR Cost Type: O Other	0.00	0.00	30.00

COR-09 Cost - Drill/Epoxy Vault rebar

GARCO CONSTRUCTION INC

Job Cost History Report From Inception To 08/29/23

Including P.O. Receipts and Payroll in Progress

	Tran				_				Unit	of Measure
Date	Туре	Reference		Des	scription		Additional Information	Hours	Quantity	Amount
Job 231300	Recap	т	otal for Job:	231300 RIVER	FRONT S SUSPEN	ISION		46.00	0.00	3,683.66
<i>Hours</i> Amount		Labor	Mat	terial	Other	Total				3083.15
901-05016 REPAIR	5-00 PACK RUST	2,	<i>46.00</i> ,461.50	<i>0.00</i> 1,192.16	<i>0.00</i> 30.00	46.00 3,683.66				
Total		2,	<i>46.00</i> ,461.50	<i>0.00</i> 1,192.16	<i>0.00</i> 30.00	<i>46.00</i> 3,683.66				

UnPosted?

< Business Lookup

License Informati	on:		New search	Back to results
Entity name:	GARCO CONSTRUCTION, INC.			
Business name:	GARCO CONSTRUCTION, INC.			
Entity type:	Profit Corporation			
UBI #:	602-809-160			
Business ID:	001			
Location ID:	0001			
Location:	Active			
Location address:	4114 E BROADWAY AVE SPOKANE WA 99202-4531			
Mailing address:	4114 E BROADWAY AVE SPOKANE WA 99202-4531			
Excise tax and reseller per	mit status:	Click here		
Secretary of State status:		Click here		
Endorsements				

E	n	a	Ο	r	S	e	n	n	e	r	ľ	τs	

Endorsements held at this location	License #	Count	Details	Status	Expiration date	First issuance date
Ellensburg General Business - Non-Resident				Active	Mar-31-2024	Feb-11-2020
Federal Way General Business - Non-Resident	15-105228-00-E	3L		Active	Mar-31-2024	Oct-14-2015
Kirkland General Business - Non- Resident	OBL23792			Active	Mar-31-2024	Nov-19-2018
Liberty Lake General Business - Non-Resident				Active	Mar-31-2024	Sep-27-2019
Minor Work Permit				Active	Mar-31-2024	Dec-15-2010
Spokane General Business	T12054470BUS			Active	Mar-31-2024	Oct-15-2012
Spokane Valley General Business - Non-Resident				Active	Mar-31-2024	Jun-12-2009
Walla Walla General Business - Non-Resident				Active	May-31-2024	May-24-2023
Wenatchee General Business - Non-Resident	170046			Active	Mar-31-2024	Oct-16-2019

 \bigcirc

Governing People May include governing people not registered with Secretary of State

?

Governing people	Title	
BARNETT, HOLLIS		
HOOPER, JEFF A		
WELSH JR, JAMES T		
WELSH, CLANCY		
WELSH, JAMES T		
Registered Trade Names		
Registered trade names	Status	First issued
GARCO	Active	Mar-14-2019
GARCO CONSTRUCTION	Active	Mar-14-2019
GARCO CONSTRUCTION, INC.	Active	Mar-14-2019
The I	Business Lookup information is updated nightly. Search c	late and time: 5/31/2023 1:42:06 PM

Contact us

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Don't see what you expected? Check if your browser is supported



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

GARCCON-03

				E	L	E	V	Ν	1	S
										٦

u	SU	RTANT: If the certificate holde BROGATION IS WAIVED, subject Ertificate does not confer rights t	ct to	the	terms and conditions of t ificate holder in lieu of suc	he policy, certain h endorsement(s)	oolicies may			
	DUCE	R rnational Northwest LLC			-	CONTACT Stacia S	mpson	FAX		
0	Box	3144				PHONE (A/C, No, Ext): (509) 3 F-MAIL Stocio Si		ubinternational.com		
spc	kane	e, WA 99220								
					_					NAIC #
								e Insurance Company		23035
NSU	JRED					INSURER B : Liberty		•		42404
		Garco Construction, Inc.					s Property C	asualty Company of Ame	erica	25674
		P.O. Box 2946 Spokane, WA 99220				INSURER D :				
						INSURER E :				
						INSURER F :				
		AGES CER S TO CERTIFY THAT THE POLICI			E NUMBER:			REVISION NUMBER:		
C E	ERTI XCLL	ATED. NOTWITHSTANDING ANY F FICATE MAY BE ISSUED OR MAY ISIONS AND CONDITIONS OF SUCH	PER POLI	TAIN CIES	, THE INSURANCE AFFORD LIMITS SHOWN MAY HAVE E	ED BY THE POLIC BEEN REDUCED BY	ES DESCRIE PAID CLAIMS	ED HEREIN IS SUBJECT TO		
		TYPE OF INSURANCE	ADDL INSD	SUBF WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	(MM/DD/YYYY)	LIMITS		
Α	X								\$	2,000,00
		CLAIMS-MADE X OCCUR	X	Х	TB2Z91469954022	12/31/2022	12/31/2023	DAMAGE TO RENTED PREMISES (Ea occurrence)	\$	100,00
								MED EXP (Any one person)	\$	10,00
								PERSONAL & ADV INJURY	\$	1,000,00
	GEN	I'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	\$	4,000,00
		POLICY X PRO-						PRODUCTS - COMP/OP AGG	\$	4,000,00
_		OTHER:							\$	
в	AUT	OMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	\$	2,000,00
	X		X	Х	AS7Z91469954012	12/31/2022	12/31/2023	BODILY INJURY (Per person)	\$	
		OWNED AUTOS ONLY SCHEDULED AUTOS						BODILY INJURY (Per accident)	\$	
	X	HIRED AUTOS ONLY X NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	\$	
									\$	
В	Х	UMBRELLA LIAB X OCCUR						EACH OCCURRENCE	\$	10,000,00
		EXCESS LIAB CLAIMS-MADE	Х	Х	TH7Z91469954032	12/31/2022	12/31/2023	AGGREGATE	\$	10,000,00
		DED X RETENTION\$ 0							\$	
	WOR	KERS COMPENSATION EMPLOYERS' LIABILITY						PER OTH- STATUTE ER		
A					EL2Z91469954042	12/31/2022	12/31/2023		\$	1,000,00
A			N/A					E.L. DISEASE - EA EMPLOYEE	\$	1,000,00
A		PROPRIETOR/PARTNER/EXECUTIVE								1,000,00
A	ANY OFFI (Mar	, describe under						I E.L. DISEASE - POLICY LIMIT	\$	1,000,00
A	ANY OFFI (Mar If yes DES				QT6300J565818TIL22	12/31/2022	12/31/2023	E.L. DISEASE - POLICY LIMIT	\$	4,000,00

CERTIFICATE HOLDER	CANCELLATION
CITY OF SPOKANE PARKS & RECREATION 828 W SPOKANE FALLS BLVD SPOKANE, WA 99201-3316	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
SPORAINE, WA 3920 1-55 10	AUTHORIZED REPRESENTATIVE

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Spokane Park Board Briefing Paper



Committee	Riverfront Park Commi	ttee Committee meeting date:	Sept. 12, 2023				
Requester	Nick Hamad	Phone number:	509.363.5452				
Type of agenda item	OConsent ODis	scussion OInformation	Action				
Type of contract/agreement	New ORenewal/e	ext. 🔘 Lease 🛛 Amendment/char	nge order Other				
City Clerks file (OPR or policy #)							
Master Plan Goal, Objective, Strategy	Goal B, Obj. 1, (dog pa	ark) Master Plan Priority Tier	: Second Tier				
(Click HERE for link to the adopted plan)		(pg. 171-175)					
Item title: (Use exact language noted on	Resolution regarding the	ne Riverfront Park Dog Park Location	, Project Priority, and				
the agenda)	associated funding / R	iverfront Park (no cost)					
Begin/end dates	Begins: 09/14/2023	Ends:	06/01/2525				
Background/history:							
This resolution:							
-Designates the Riverfront Park I	og Park as the high	est priority project remaining fro	m the RFP				
Capital Campaign.							
-Selects an alternative site just ea	-	• •					
-Officially removes the south butterfly from the RFP capital campaign. -Allocates up to \$500,000 of RFP capital campaign funds to the RFP Dog Park, creating a total project							
budget of \$750k.	capital campaign lu	has to the RFP Dog Park, creat	ng a total project				
-Resolves to complete & open the	e dog park to the put	olic in 2024.					
Motion wording:	o Divorfront Dorle Dog D	Park leastion project priority, and acc	pointed funding (no				
Motion to approve resolution regarding the cost	e Riverroni Park Dog P	rark location, project phonty, and assi	scialed funding (no				
,							
Approvals/signatures outside Parks: If so, who/what department, agency or co) No					
Name: Kim Reasoner-Morin		spokanehumanesociety.org Phon	e: 509.467.5235				
Distribution:		spokanenumanesociety.org					
Parks – Accounting		kim@spokanehumanesociety.org					
Parks – Sarah Deatrich		jkconley@spokanecity.org					
Requester: Nick Hamad							
Grant Management Department/Name:							
Fiscal impact: • Expenditure	O Revenue						
Amount:	-	t code:					
N/A	N/A						
Vendor: O Existing vendor	O New vendor						
Supporting documents:							
Quotes/solicitation (RFP, RFQ, RFB)	[W-9 (for new contractors/consultants	s/vendors				
Contractor is on the City's A&E Roster - C	· · · ·	ACH Forms (for new contractors/cons					
UBI: Business license exp	iration date:	Insurance Certificate (min. \$1 million	in General Liability)				

Resolution #_____

CITY OF SPOKANE PARK BOARD

RESOLUTION

A RESOLUTION REGARDING THE RIVERFRONT PARK DOG PARK LOCATION, PROJECT PRIORITY, AND ASSOCIATED FUNDING

WHEREAS, under the City Charter, the Spokane Park Board has exclusive jurisdiction and control over city park land and facilities located within and outside the City of Spokane, and

WHEREAS, the City sold \$64.3 million of bonds to support redevelopment of Riverfront Park in Spokane, Washington in 2015; and

WHEREAS in November 2017 the Park Board and Spokane Parks Foundation entered an agreement (OPR 2017-0872) to raise funds to help support the redevelopment of Riverfront Park, titled the 'Riverfront Park Capital Campaign'; and

WHEREAS in March 2018 the Park Board approved the 'project list' (OPR 2018-0242) for use by the Spokane Parks Foundation on the Riverfront Park Capital Campaign; and

WHEREAS, the approved project list outlined (5) 'Tier One' projects, which included an inclusive playground, interpretive signage, a south butterfly, the forestry shelter and adjacent dog park, and (2) picnic shelter renovations; and

WHEREAS, the 'forestry shelter and adjacent dog park' project is the only campaign project active being pursued as the inclusive playground and interpretive signage projects have been substantially completed, funds for the south butterfly have not been secured, and the (2) picnic shelters have been removed from this list; and

WHEREAS, in December of 2021 the Spokane Humane Society donated \$250,000 to the Spokane Parks Foundation for the construction of the Riverfront Dog Park; and

WHEREAS, shortly after the dog park donation, the Park Board utilizing donated funds retained a consultant to design a dog park at the forestry shelter location; and

WHEREAS, upon detailed design and analysis of the forestry shelter location, it was determined that due to the site's steep topography and the need to significantly repair the forestry shelter, a dog park beneath the forestry shelter is both geographically impractical and significantly more costly than nearby alternative locations within Riverfront Park; and

WHEREAS, upon learning the challenges & high costs associated with the forestry shelter dog park location, the Park Board at its sole expense and not utilizing donated funds

retained a consultant to study an alternative location immediately east of the initial location for suitability as a dog park; and

WHEREAS, this alternative site is directly adjacent the forestry shelter, is larger, flatter, significantly less expensive to develop as a dog park as it does not require building repairs; and

WHEREAS, the Park Board desires to improve the alternative site to become the new dog park, and desires the dog park site still allow for annual staging and launching of fireworks; and

WHEREAS, in order to expedite the completion of the dog park, the Park Board desires to allocate all additional funding required to implement the project on the alternative site by amending its Riverfront Park Capital Campaign contract with the Spokane Parks Foundation to remove the south butterfly from the list and allocate campaign unrestricted reserves to the dog park project; and

WHEREAS, the Park Board desires park staff and their agents complete the dog park design by Spring of 2024 and open the newly constructed facility to the public before the end of 2024; and

NOW, THEREFORE,

The City of Spokane Park Board hereby resolves:

- 1. To designate the Riverfront Park Dog Park (Paw Park) as the highest priority project of the Riverfront Park Capital Campaign.
- 2. The Riverfront Park Dog Park (Paw Park) shall be sited on the alternative site adjacent the forestry shelter as depicted in the attached exhibit.
- 3. The South Butterfly project shall be officially removed from the Riverfront Park Capital Campaign approved project list and any funds associated with this project shall be allocated to campaign unrestricted reserves.
- 4. Up to \$500,000 of Riverfront Park Capital Campaign funds shall be allocated to the Riverfront Park Dog Park (Paw Park) from campaign unrestricted reserves, creating a total project budget of up to \$750,000.
- 5. The Park Director or designee shall ensure the Riverfront Park Dog Park (Paw Park) is completed and open to the public in 2024.
- 6. The Park Director or designee shall amend the Riverfront Park Capital Campaign agreement with the Spokane Parks Foundation as required to reallocate unused funds from the South Butterfly project, the interpretive signage project after its final completion, and Riverfront Park Capital Campaign unrestricted reserves to the Riverfront Park Dog Park.

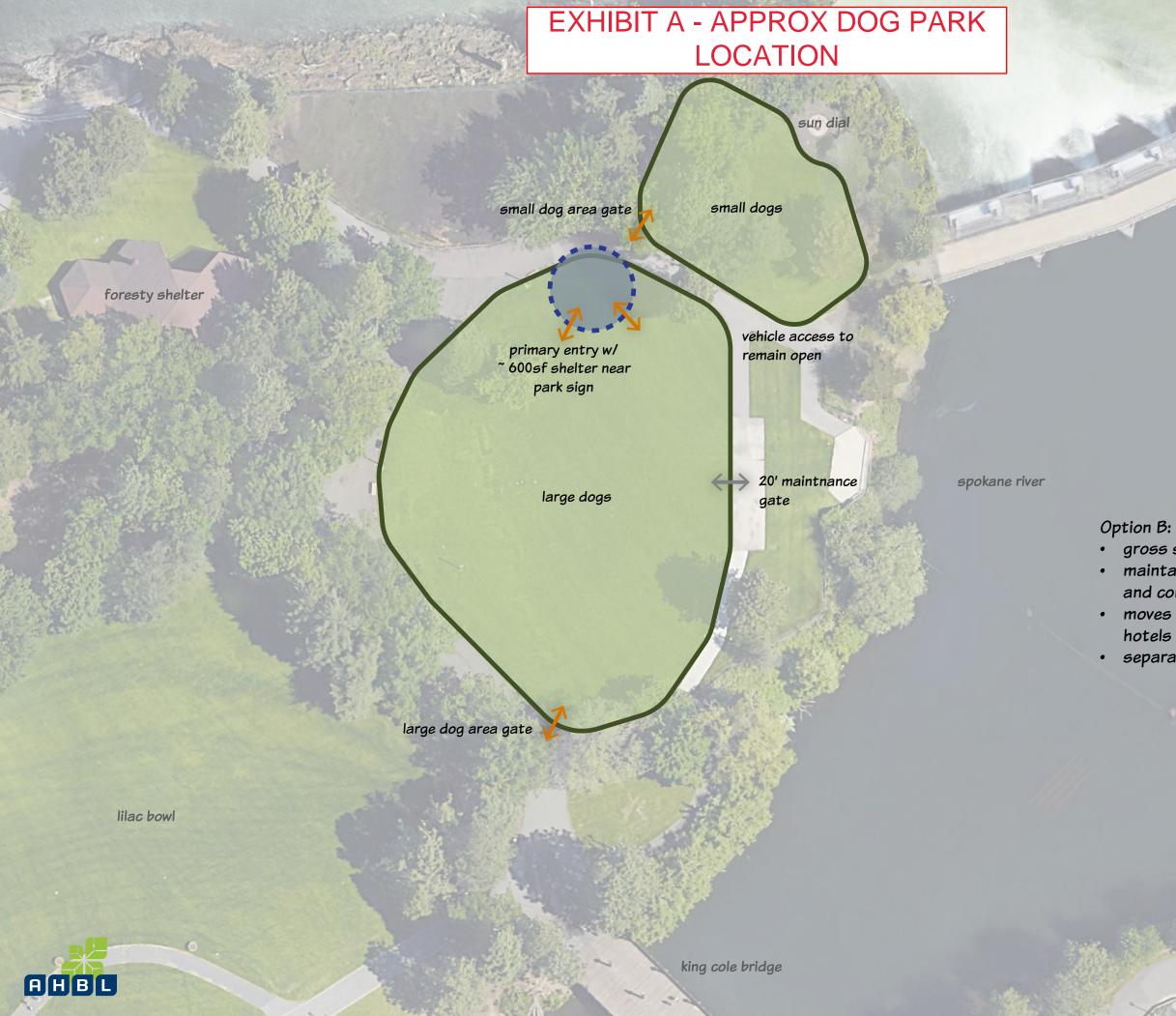
ADOPTED BY THE PARK BOARD ON _____

Attest:

Park Board President Approved as to form:

City Clerk

Assistant City Attorney



• gross size: ~ 45,000 sf (1.03 acre)

• maintains both vehicle accesses to dam

and conc. pads

• moves entry closer to north bank and

• separates large and small dog areas

Riverfront Park Paw Park

Return to Agenda

Spokane Park Board Briefing Paper



Committee	Golf	Comm	nittee meeting date: S	September 12,2023				
Requester	Mark Poirier		Phone number:5					
Type of agenda item	OConsent ODi	scussion	O Information	Action				
Type of contract/agreement	ONew ORenewal/	ext. OLease	OAmendment/chang	ge order Other				
City Clerks file (OPR or policy #)				U				
Master Plan Goal, Objective, Strategy	Goal K Obj. 5 (Maint. 8	Care) Mast	ter Plan Priority Tier:	Tier 1				
(Click HERE for link to the adopted plan)			71-175)					
Item title: (Use exact language noted on	2024 golf fee increase	S						
the agenda)								
Begin/end dates	Begins: 01/01/2024	Ends:		✔ 06/01/2525				
Background/history:	<u></u>							
The golf fund is seeking to increase daily gree 2024.	ens fees by \$5 accross all o	daily fee line item	is, excluding all junior rates	s, starting January 1,				
Also, to increase 2024 pass rates to: Players pass: \$70, Loyalty pass: \$350, Unlimited pass: \$2500 Senior: \$2400, 10-Play pass: \$450, Spouse add on: \$900, Daily private cart license: \$18, Annual private cart license: \$360								
The primary drivers of these fee increases are; to keep up with the raising cost of operation, utilities and bank were underbudgeted in 2023, ever increasing capital needs, increasing salaries and benefits, and added budget for tree removals and building maintenance.								
Motion wording:								
Approve 2024 golf fee increases.								
Approvals/signatures outside Parks:) No						
If so, who/what department, agency or c								
Name:	Email address:		Phone	:				
Distribution:		jkconley@społ	kanecity.org					
Parks – Accounting Parks – Sarah Deatrich								
Requester: Mark Poirier								
Grant Management Department/Name:								
Fiscal impact: O Expenditure	O Revenue							
Amount:	0	et code:						
NA								
Vendor: O Existing vendor	O New vendor							
Supporting documents:	\checkmark							
Quotes/solicitation (RFP, RFQ, RFB)		W-9 (for new	contractors/consultants/	vendors				
Contractor is on the City's A&E Roster - C			for new contractors/consu					
UBI: Business license exp	piration date:	Insurance Ce	rtificate (min. \$1 million ir	i General Liability)				

September Golf Committee

Action item: 2024 golf fee increases

2024 Proposed Golf Rates

\$5 Increase to Rounds

Regular Golf Rates	2024 Proposed	2023
18 Holes Prebook Time (any day)	\$56	\$51
18 Holes Monday — Sunday	\$52	\$47
9 Holes Monday — Sunday*	\$36	\$31
9 or 18 Hole Jr. Rate	\$15	\$15
Sunset Rate	\$30	\$25
Daily Private Cart License	\$18	\$15
Annual Private Cart License	\$360	\$300
Players Pass & Rates	2024 Proposed	2023
Players Pass	\$70	\$60
18-Hole Monday — Sunday	\$42	\$37
9 Hole Monday — Sunday	\$33	\$28
Sr. 18 Hole Monday - Sunday	\$40	\$35

Loyalty Pass & Rates	2024 Proposed		2023	
Loyalty Pass	\$350		\$300	
Adult Round Monday – Sunday	\$33		\$28	
Sr. Round Monday – Sunday	\$32		\$27	
Unlimited Pass	2024 Proposed		2023	
Junior Unlimited	\$250 \$250		\$250	
Adult Unlimited	\$2,500		\$2,300	
Senior Unlimited	\$2,400 \$2		2,200	
Misc. Rates	2024 Propose	d	2023	
10 Play Pass	\$450 \$400		\$400	
Spouse Add On	\$900 \$800			

All Prices include Sales Admission Taxes & Facility Improvement Fee

Price Comparisons Across the Region

Regional Golf Courses	18-Hole Rack Rates 2023
Spokane County (3 courses)	\$44
Three Lakes GC - Malaga, WA	\$53
Canyon Lakes GC – Kennewick, WA	\$73
Coeur d'Alene Public GC	\$51
The Highlands GC – Post Falls, ID	\$48.50
Stoneridge GC – Blanchard, ID	\$65
*Circling Raven GC – Worley, ID	\$169

City Proposed 2024 Pass Rates				
Players Pass	Adult 18 Holes - \$42 Sr. 18 Holes - \$40			
Loyalty Pass	Adult 18 Holes - \$33 Sr. 18 Holes - \$32			
Unlimited Pass	\$0/round			
10 Play Pass	\$45/round			

*Discount passes are purchased by over 60% of our customers

Capital List

(Subject to change)

- Completed / to be completed in 2023
 - Golf course equipment lease Pool #1......\$80,000/year
 - Downriver roof replacement (retainage)......\$25,000
 - Downriver beetle tree removal.....\$436,000
 - Boiler replacement at Esmeralda.....\$out to bid

Proposed for 2024 (\$5 fee increase)

- Golf course equipment lease Pool #2.....~\$80,000+/year 5 years
- Additional maintenance equipment purchases......\$150,000+
- Bunker sand replacement/rebuilds Indian Canyon.....~\$100,000
- Potable water connection to Indian Canyon shop......\$20,000
- Cart path repair/replacements......\$200,000
- Parking lot renovation engineering/design.....\$30,000
- Misc. Contingency/emergency repair items......\$50,000
- HVAC replacement Downriver.....~\$100,000

2024 Proposed Budget

- Revenues include the proposed 2024 fee increases for both greens fees and passes.
- 2022 actuals and 2-year total round averages were used to establish baseline revenues.
- 11% increase in salaries and benefits
- Services & Charges
 - \$15,000 / course for tree work
 - \$15,000 / course for building maintenance
 - Utilities and bank fees underbudgeted in 2023

<u>Capital Needs</u>

- \$410,000 budgeted in 2023 (will exceed)
- \$714,000 proposed in 2024

Golf Fund				
City of Spokame PARKS & RECREATION	В	Adopted udget 2023	Initial 2024 Budget (Excluding FIF/SIP)	
Revenue	Г			
Program Revenue	\$	4,300,901	\$	5,378,076
Pre-Sale Revenue				
Facility Improvement Fee	\$	-		
Other Transfers-In	\$	-		
Total Revenue	\$	4,300,901	\$	5,378,076
Expenditures				
Salaries and Wages	\$	1,791,522	\$	1,817,483
Personnel Benefits	\$	323,037	\$	529,688
Supplies	\$	410,750	\$	531,900
Services and Charges	\$	1,053,068	\$	1,435,756
Interfund Payments	\$	297,677	\$	312,055
Subtotal Op. Expense	\$	3,876,054	\$	4,626,882
Capital Outlay	\$	410,000	\$	714,650
Transfers Out		-		
Total Expenditures	\$	4,286,054	\$	5,341,532
Net Gain/(Loss)	\$	14,847	\$	36,544

Questions?