

Spokane Park Board Agenda

3:30 p.m. Thursday, January 11, 2024 In-person in City Hall Council Chambers and WebEx virtual meeting Call in: 408-418-9388

Access code: 2487 292 3671

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) December 14, 2023, regular Park Board meeting minutes
 - 2) Claims December 2023
 - 3) Utilities/Parks interdepartmental agreement amendment/Riverfront parking lots (Revenue: \$161,441, no tax) Jonathan Moog
- 5. Special guests:

A. None

- 6. Financial report and budget update: Rich Lentz
- 7. Special discussion/action items:

A. None

8. Committee reports – action items:

Urban Forestry Tree Committee: The January 2, 2024, meeting was canceled – Kevin

Brownlee

A. Action items: None

Land Committee: The January 3, 2024, meeting was canceled. – Greta Gilman

A. Action items: (deferred from the December 6 Land Committee meeting)

1) A resolution authorizing submission of an application to the Washington State Legislature for capital improvement funding within Coeur d' Alene Park - Al V / Nick Hamad

Recreation Committee: The January 3, 2024, meeting was canceled. – Sally Lodato

A. Action items: None

Riverfront Park Committee: January 8, 2024 – Gerry Sperling

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

Golf Committee: The January 9, 2024, meeting was canceled. – Nick Sumner

A. Action items: None

Finance Committee: January 9, 2024 – Bob Anderson

A. Action items: None

Development & Volunteer Committee: The December 20, 2023, meeting was canceled.

Jennifer Ogden

A. Action items: None

9. 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

10. Executive session

A. None

11. Correspondence

A. Letters/emails: None

12. Adjournment

13. Meeting dates:

A. Committee meetings:

Urban Forestry Tree Committee: 4:15 p.m. January 30, 2024, at the Liberty Park Library events room, and virtually via WebEx.

Land Committee: 3:30 p.m. January 31, 2024, at The Hive events room 'A', and virtually via WebEx.

Recreation Committee: 5:15 p.m. January 31, 2024, at The Hive events room 'A', and virtually via WebEx.

Riverfront Park Committee: 4:00 p.m. February 5, 2024, Pavilion conference room, Riverfront Park, and virtually via WebEx

Golf Committee: 8:00 a.m. February 6, 2024, at the Hive events room 'C', and virtually via WebEx.

Finance Committee: 3:00 p.m. February 6, 2024, at the Liberty Park Library events room, and virtually via WebEx.

Development & Volunteer Committee: 4:00 p.m. January 17, at the Liberty Park Library events room, and virtually via WebEx.

- B. Park Board: 3:30 p.m. February 8, 2024, 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 mlowmaster@spokanecity.org. Persons who are deaf or hard of hearing may contact Human Resources through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

CITY OF SPOKANE PARK AND RECREATION DIVISION DECEMBER 2023 EXPENDITURE CLAIMS

FOR PARK BOARD APPROVAL - JANUARY 11, 2024

| SALARIES & WAGES | \$ 1,369,646.55 |
|------------------------------|--------------------|
| MAINTENANCE & OPERATIONS | \$ 921,138.25 |
| CAPITAL OUTLAY | \$ - |
| DEBT SERVICE PAYMENTS | \$ - |
| PARK CUMULATIVE RESERVE FUND | \$ 456,772.76 |
| RFP BOND 2015 IMPROVEMENTS: | |
| CAPITAL OUTLAY | \$ 125,126.78 |
| GOLF: | |
| SALARIES & WAGES | \$ 169,252.52 |
| MAINTENANCE & OPERATIONS | \$ 106,853.05 |
| CAPITAL OUTLAY | \$ 32,131.07 |
| DEBT SERVICE PAYMENTS | \$ - |
| TOTAL EXPENDITURES: | \$ 3,180,920.98 |

Spokane Park Board Briefing Paper



| Committee | Riverfront Park | Committee meeting date: Ja | nuary 8, 2023 | |
|---|---------------------------------|-------------------------------------|--------------------------|--|
| Requester | Jonathan Moog | Phone number: 50 | 9-625-6243 | |
| Type of agenda item | OConsent ODiscussion | n | Action | |
| Type of contract/agreement | New Renewal/ext. | Lease | order Other | |
| City Clerks file (OPR or policy #) | | | | |
| Master Plan Goal, Objective, Strategy | Goal L, Objective 1 | Master Plan Priority Tier: Fi | irst Tier | |
| (Click HERE for link to the adopted plan) | | (pg. 171-175) | | |
| Item title: (Use exact language noted on the agenda) | | al agreement amendment/Riverf | ront Park parking | |
| the agenua) | lots (Revenue: \$161,441, no ta | 1X) | | |
| | | | | |
| Begin/end dates | Begins: 01/01/2023 | Ends: 08/31/2024 | 06/01/2525 | |
| Background/history: | | | | |
| Utilities Division desires continued | • | • | | |
| Street Bridge. This amendment ex | | • | | |
| prorated monthly payments should and integrated Capital Managemer | | | | |
| known as as the Bosch lot (lot# 7) | | | | |
| Sewer Overflow (CSO) tank on pre | | | | |
| Downtown Library and construction | | | | |
| amendment will need to be approve | • | | g., e.,e | |
| Motion wording: | | | | |
| Approve Utilities/Parks interdepartmenta | I agreement amendment/Riverfr | ont Park parking lots (Revenue: | \$161,441, no tax) | |
| | | | | |
| Approvals/signatures outside Parks: | Yes No | | | |
| If so, who/what department, agency or c | • • | | | |
| Name: Marlene Feist | Email address: mfeist@spok | anecity.org Phone: 5 | 509-625-6505 | |
| Distribution: | | | | |
| Parks – Accounting | | | | |
| Parks – Sarah Deatrich | | | | |
| Requester: Jonathan Moog | | | | |
| Grant Management Department/Name: | | | | |
| Fiscal impact: C Expenditure | Revenue | | | |
| Amount: \$161,441 | Budget code: 1400-54370- | 76001_36250 | | |
| Ψ101,441 | 1400-34370- | 1-30230 | | |
| | | | | |
| | | | | |
| | | | | |
| Vendor: • Existing vendor | New vendor | | | |
| Supporting documents: | | | | |
| Quotes/solicitation (RFP, RFQ, RFB) | — | (for new contractors/consultants/ve | | |
| Contractor is on the City's A&E Roster - City of Spokane UBI: Business license expiration date: ACH Forms (for new contractors/consultants/vendors Insurance Certificate (min. \$1 million in General Liability) | | | | |



City of Spokane

AMENDMENT TO INTERDEPARTMENTAL AGREEMENT

Title: **BOSCH LOT PROPERTY**

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

WHEREAS, on November 30, 2011, and May 4, 2015, the Parties entered into Interdepartmental Agreements for CSO Control Facilities and Stormwater Surface and Infiltration Facilities to be sited on Parks Property; and

WHEREAS, the Parties recorded permanent easements for CSO and stormwater projects installed on Parks-owned properties, including the Bosch Lot Property, which is located at the northwest corner of Summit Boulevard and Lincoln Street; and

WHEREAS, the Parties would like to use Riverfront Park Lot 6 as a staging area for the Post Street Bridge Project; and

WHEREAS, a change or revision of the Work has been requested, thus the original Contract needs to be formally Amended by this written document; and

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

1. CONTRACT DOCUMENTS.

The original Agreements, dated November 30, 2011, and May 4, 2015, and the first Amendment attested by the City Clerk on May 2, 2016, any previous amendments, addendums and / or extensions / renewals thereto, are incorporated by reference into this document as though written in full and shall remain in full force and effect except as provided herein.

2. EFFECTIVE DATE.

This Contract Amendment shall become effective on January 1, 2023 and shall remain in effect until the earlier of completion of the two (2) construction projects or August 31, 2024.

3. AMENDMENT.

The Original Agreement and First Amendment are revised to include the following:

- 3. CONSIDERATION: The parties agree as follows:
- b. Utilities will pay to Parks for the number of parking stalls used during the duration of each project. The expected number of stalls for the Bosch Lot is 42 charged at a rate of \$924 per stall annually and upper portion of Parking Lot #6 is 29 charged at a rate of \$2003 per stall annually. Total annual compensation is \$96,865.
- d. Utilities will pay Parks a prorated share on a **monthly** basis of EIGHT THOU-SAND SEVENTY TWO AND 8/100 DOLLARS (\$8,072.08) for the term of this Agreement or when the contractor for the Post Street Bridge Project vacates Bosch Lot, whichever action occurs first.

CITY OF SPOKANE

4. TERMINATION.

CITY OF SPOKANE PARKS

Either party may terminate this Agreement without cause, upon thirty (30) days written notice to the other party.

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.

| AND RECREATION DEPA | ARTMENT | G G. G. G. G | |
|-------------------------|---------|-------------------------|---------|
| BySignature | Date | By Signature | Date |
| oignaturo - | Dato | oignataro | Date |
| Type or Print Name | | Type or Print Name | |
| Title | | Title | |
| Approved: | | Approved: | |
| Attorney for Park Board | | Director of Utilities D | ivision |
| Attest: | | Approved as to form: | : |
| City Clerk | | Assistant City Attorne | еу |

22-218

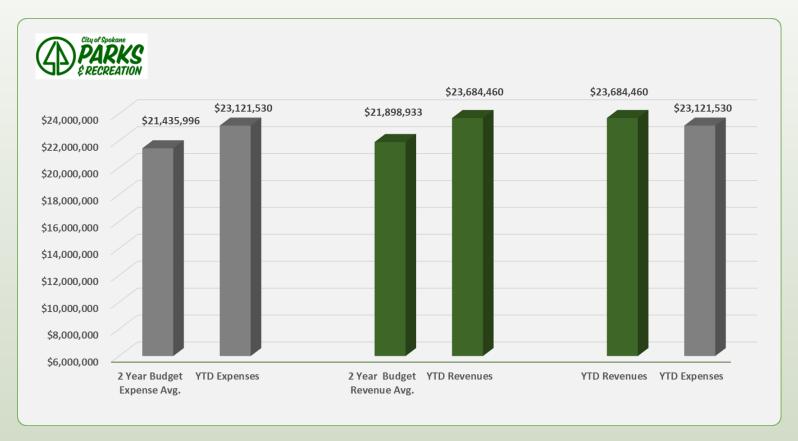


Park Board
Financials

December 2023



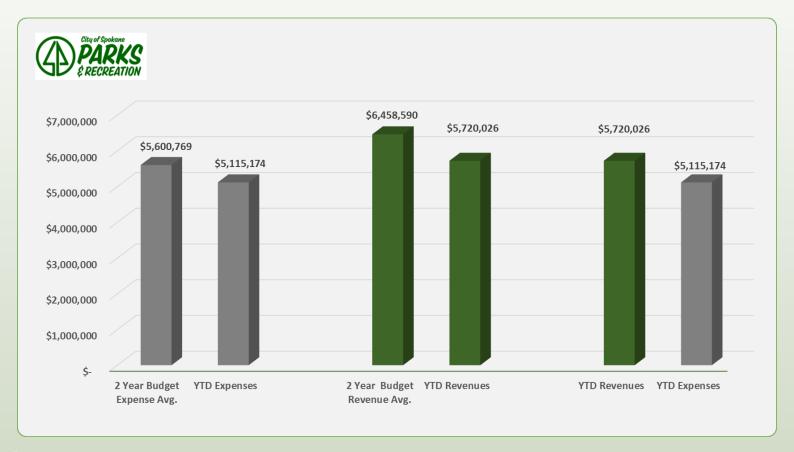
Parks Financials



Key Concepts:

- December had a net gain of \$91,259 which was slightly higher than last December at \$65,816.
- Parks has earned 102% of all budgeted revenues and spent 98% of all budgeted expenses.
- YTD revenues are ahead of expenses by \$562,930. Depending on the timing of expenses, the majority of this will be absorbed with 13th month expenses.
- Parks staff and leadership had tremendous discipline with expense control in Q4 to get back in alignment to budget.

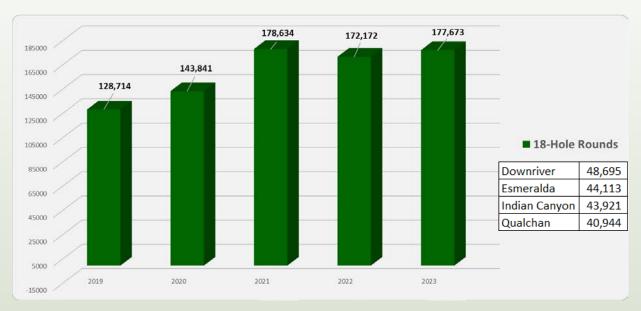
Golf Financials

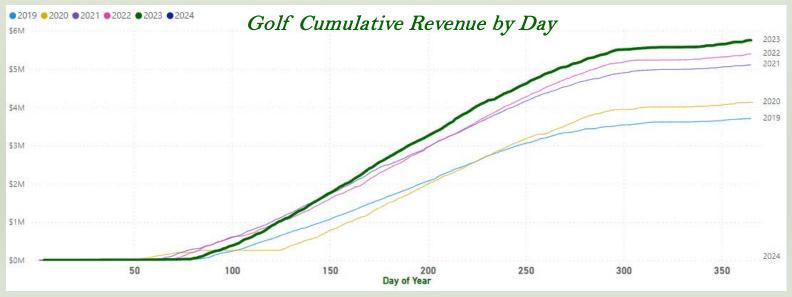


Key Concepts:

- With courses closed, there was minimal financial activity in December.
- Through December, golf earned 114% of budgeted revenues and spent 105% of budgeted expenses.
- Golf has revenues exceeding expenses by \$391,238 excluding the facility improvement fee and corresponding debt service payment (\$604,852 including both).
- There was a surplus of \$213,615 added to the FIF Fund Balance in 2023.

Golf - Scorecard









Questions or Comments?



Spokane Park Board Briefing Paper



| Committee | Land | | (| Comm | nittee meeting date: 1 | 12/6/202 | 3 |
|--|------------------------|-----------|----------------------|---------|---|------------------|--------------------------|
| Requester | Al Vorder | bruegge | en | | Phone number:3 | 863-5464 | ļ |
| Type of agenda item | Conse | nt | Discussion | | ○ Information | | Action |
| Type of contract/agreement | ● New | Ren | ewal/ext. Ol | _ease | OAmendment/chang | ge order | Other |
| City Clerks file (OPR or policy #) | | | | | | | |
| Master Plan Goal, Objective, Strategy (Click HERE for link to the adopted plan) | Goal B, C | Obj.1 G | Goal L, Obj. 1 | | ter Plan Priority Tier: 71-175) | First | |
| Item title: (Use exact language noted on the agenda) | | | | | f an application to the Winding within Coeur d' A | | |
| Begin/end dates | Begins: 0 | 2/01/20 |)24 | Ends: | 01/31/2026 | 0 | 6/01/2525 |
| Background/history: Park staff, in partnership with the Friends of Coeur D'Alene Park and the Browne's Addition Neighborhood Council, seek full park board authorization to apply for a 'member requested local community project' in the amount of \$750,000 to fund 'Phase 1 improvements' within the park. If funding is granted, improvements funded will include a playground & adult fitness equipment, restroom renovation / replacement, and ADA accessible park walkways, all of which are supported by the city park master plan and the browne's addition CDA park master plan. If approved by Park Board, the application will be submitted in early February 2024. If approved by WA State, funding will be available in 2025 for improvements. Local matching funding will be provided by the current irrigation and electrical project scheduled for winter & spring of 2023/2024. Grant funding, if appropriated, is reimbursable and requires use of park funds to encumber / contract work. | | | | | | | |
| Motion wording: Motion to approve a resolution authorizing submission of an application to the Washington State Legislature for capital improvement funding within Coeur d' Alene Park | | | | | | | capital |
| Approvals/signatures outside Parks: | O Ye | S | No | | | | |
| If so, who/what department, agency or c | | | | | | | |
| Name: | Email a | ddress: | | | Phone | : | |
| Distribution: | | | Nick Har | mad | | | |
| Parks – Accounting Parks – Sarah Deatrich Requester: Al Vorderbrueggen Grant Management Department/Name: | | | | | | | |
| Fiscal impact: C Expenditure | Revo | enue | | | | | |
| Amount: \$0 | | | Budget code: n/a | | | | |
| Vendor: | ○ New | vendo | _ | for new | contractors/consultants/ | vendors (vendors | |
| Contractor is on the City's A&E Roster - C | | | — | orms (f | for new contractors/consu | ıltants/ve | |

| Resolution | # |
|--------------|----|
| 1 VOODIGUOII | 11 |

CITY OF SPOKANE PARK BOARD

RESOLUTION

A RESOLUTION authorizing submission of an application to the Washington State legislature for capital improvement funding within Coeur d' Alene Park.

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 of Spokane owns and maintains land known as "Coeur d' Alene Park" (CDA Park) within Spokane's Browne's Addition Neighborhood; and

WHEREAS, in 2015 and in partnership with the Spokane Park Board, the Friends of Coeur d' Alene Park and the Browne's Addition Neighborhood Council completed the CDA Park master plan, which outlined neighborhood desires for improvements within CDA Park; and

WHEREAS, the CDA Park master plan identified "play areas", "public bathroom structure", and "perimeter walkway & exercise stations" (amongst other items), as priorities for improvement; and

WHEREAS, in 2022 the Spokane Park Board adopted the citywide 2022 parks and natural lands master plan (OPR 2022-0454), which outlined community wide priorities for park improvements for the next 10+ years; and

WHEREAS, the citywide park and natural lands master plan identified "playgrounds", "restrooms", "trails", and "trailheads" as 'Top Tier community desires'; and

WHEREAS, within CDA Park, the physical condition of the existing playground is near failure and in need of complete replacement to ensure future functionality, the restroom building is highly susceptible to damage from vandalism, and improvements are needed to improve the park and restroom accessibility; and

WHEREAS, without supplemental grant funding the City Parks lacks sufficient capital funding to complete the renovations and improvements within CDA park as necessary to meet community desires; and

WHEREAS, on December 4th, 2023 the City Council adopted resolution 2023-0095 to place a long term park levy on the August 2024 ballot to provide additional funding for improving neighborhood parks citywide, which if passed will provide the majority of the funding necessary to repair and improve CDA Park over a 20 year period; and

WHEREAS, on December 4th, 2023 the City Council adopted resolution 2023-0102, establishing the legislative priorities for the City of Spokane, which identified "\$750,000 for phase 1 improvements to install new playground equipment and restrooms at Coeur d'Alene Park…" as a City of Spokane Tier 1 Legislative Priority; and

WHEREAS, the requested state funding, if approved by the Washington State legislature, would augment park levy funding to complete the most desired park improvements as quickly as possible; and

WHEREAS, the Park Board recognizes the need for improvements within CDA park, the need for supplemental funding to complete the improvements, and the value in continued partnership with neighborhoods, community groups, and parks "friends of" groups to maintain, enhance and improve the park system citywide.

NOW, THEREFORE,

BE IT RESOLVED by the City of Spokane Park Board hereby authorizes park staff to apply to the Washington State legislature in 2024 for up to \$750,000 in capital funding for Coeur d Alene Park to be used for renovation or replacement of the playground, restrooms, walking paths and adult exercise stations.

| ADOPTED BY THE P. | ARK BOARD ON | |
|-------------------|---|--|
| Attest: | Park Board President Approved as to form: | |
| | | |
| City Clerk | Assistant City Attorney | |