



**Special meeting of the
Spokane Park Board
Development and Volunteer Committee
3 p.m. Monday, Aug. 2, 2021**

WebEx virtual meeting

Call-in #: 408-418-9388; Access code 1468 77 4602

Fianna Dickson – Marketing & Communications

Committee members

Bob Anderson – Committee chair/Park Board vice president

Jennifer Ogden – Park Board president

Rick Chase – Park Board member

Gerry Sperling – Park Board member

Kelly Brown – Citizen Advisory Committee representative (interim)

Christina VerHeul – Community at-large representative

Notice is hereby given that, pursuant to Gov. Inslee's Proclamation 20-28, dated March 24, 2020, all public meetings subject to the Open Public Meetings Act, Chapter 42.30 RCW, are to be held remotely and that the in-person attendance requirement in RCW 42.30.030 has been suspended until the termination of the COVID-19 State of Emergency.

The Park Board Development and Volunteer Committee meeting will be held virtually via WebEx at 3 p.m., Monday, Aug. 2, 2021. The public will be able to listen to the meeting by calling 408-418-9388 and entering the access code: 1468 77 4602, when prompted.

Written public comment may be submitted via email or mail. Comments must be received no later than 11 a.m. Aug. 2 by email to: spokaneparks@spokanecity.org or mail to: Spokane Park Board, 5th floor City Hall, 808 West Spokane Falls Blvd., Spokane, Washington 99201. Submitted public comments will be presented to meeting attendees prior to the meeting.

Agenda

1. **Call to order** – Bob Anderson

2. **Public comment** – Bob Anderson

3. **Action/discussion items** – Bob Anderson

- A. [DVC Citizen Advisory Committee structure and membership development](#) – Bob Anderson
- B. Friends of Riverfront Park structure and membership development – Bob Anderson
- C. Recruitment tools for all friends groups – Fianna Dickson
- D. Clock tower recognition for Jerry Quinn – Jennifer Ogden

4. **Adjournment**

Agenda is subject to change

AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION: The City of Spokane is committed to providing equal access to its facilities, programs and services for persons with disabilities. Individuals requesting reasonable accommodations or further information may call, write, or email Human Resources at 509.625.6363, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or jsaxon@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.

PARK BOARD CITIZEN ADVISORY COMMITTEE STRUCTURE

COMMITTEE	ESTABLISHMENT	MEMBERSHIP	Appointments	Terms	Term limitations	Selection of chair
Urban Forestry Tree Committee	SMC 04.28 - There is established the Urban Forestry Tree Committee to advise and make recommendations to the park board and city council regarding managing, conserving and enhancing the trees and shrubs located in the street right-of-way and in the parks and public areas of the City, and assisting property owners and public agencies.	5 members, including 2 members of the Park Board; 2 members who have experience and expertise in arboriculture or any of the disciplines within urban forestry such as public administration, horticulture, parks and recreation, and landscape design; and 1 member who is the UF CAC chair.	4 members are appointed by the Park Board president. Park Board members are appointed annually. The other two members serve staggered four-year terms and may be reappointed for one additional term. The remaining member is the chair of the citizen advisory committee, who may serve as long as the individual retains the chair position, but not to exceed four years.	(See terms under Appointments) Vacancies are filled by appointment to unexpired terms in the same manner.	(See term limitations under Appointments)	The chair is appointed by the Park Board president.
Urban Forestry Citizen Advisory Committee	SMC 04.28.060 -A citizen advisory committee is established to advise and make recommendations to the urban forestry tree committee on plans and policies.	Up to 12 members, including: up to 4 members at-large; 2 from Community Assembly; 1 from utilities/telecommunications providers; 1 rep from City department; 1 downtown business improvement area; 1 historic preservation; 1 natural resource agency/organization; and 1 horticulture/arboriculture industry.	8 members appointed by specified agencies/organizations. 4 members-at- large may be appointed by the other members of the committee. Each appointment acknowledged by letter of appointment from the Parks director.	Members serve staggered four-year terms; at the initial meeting, terms of two, three or four years will be determined by lot.	Members may serve two consecutive terms, to a maximum of eight years.	The committee elects its own chair, and establishes its own rules and procedures consistent with chapter 4.01 SMC
Development and Volunteer Committee	Park Board Bylaws - On April 8, 2021, the Park Board approved the addition of the Development and Volunteer Committee, and amended the Park Board Bylaws designating the DVC as a special standing advisory committee of the board.	4 Park Board members; 1 DVC CAC member; and 3 members from business/community.	Park Board president assigns Park Board members to standing committees before March 15 of each year.	Park Board committee assignments are one year appointments.	City Charter Article 5, Section 42 - Park Board members are limited to two full terms.	President names one member of the committee as the Chair of that committee. Chair assignments will begin no later than the April committee meetings.
Development and Volunteer Citizen Advisory Committee	On April 8, 2021, the Park Board approved the organizational structure of the DVC CAC and agreed it would serve as an advisory to the DVC.	SUGGESTED OPTION: Up to 12 members, including 5 members from friends groups, 1 from Community Assembly, 2 from volunteer focus groups, 2 business leaders and 2 from partner organizations.	SUGGESTED OPTION: The DVC will make appointment recommendations to the CAC for consideration. Each appointment is acknowledged by a letter of appoint by the Parks director.	SUGGESTED OPTION: Members serve staggered four-year terms; at the initial meeting, terms of two, three or four years will be determined by lot.	SUGGESTED OPTION: Members may serve two consecutive terms, to a maximum of eight years.	SUGGESTED OPTION: The committee elects its own chair, and establishes its own rules and procedures consistent with chapter 4.01 SMC.

Suggested options for the DVC CAC