



**Spokane Park Board
Development and Volunteer
Committee meeting**
3 p.m. Wednesday, April 20, 2022
WebEx virtual meeting
Fianna Dickson – Marketing & Communications

Committee members

- X Bob Anderson – Committee chair/Park Board
- X Jennifer Ogden – Park Board
- X Gerry Sperling – Park Board
- X Kelly Brown – DVC Citizen Advisory Committee representative
- X Christina VerHeul – Community representative
- X Julie Biggerstaff – Community Assembly representative
- X Rick Romero – Community at-large representative

Staff members

Garrett Jones
Fianna Dickson
Jonathan Moog
Pamela Clarke

Summary

- Bob Anderson provided an overview of the DVC's primary goals, purpose and structure. The overview detailed how friends/community groups, DVCAC and DVC provide a communication link to the Park Board.
- A Parks Master Plan update was reported. The committee discussed the DVC's responsibility as it relates to the plan which is expected to be adopted in June.
- Bob Anderson provided an update on the DVC membership.
- Fianna Dickson provided an update on the DVCAC membership.
- Kelly Brown provided a recap of the March DVCAC meeting.
- Fianna Dickson reported staff is developing a friends group toolkit which will include information and resources on how to form a friends group.
- Kelly Brown reported Trevor Finchamp of Friends of the Bluff will be the first to present a friends group project proposal to the DVCAC.
- Fianna Dickson provided a recap of Parks volunteer activities over the past couple of months.

The next regularly scheduled meeting is 3 p.m. May 18, 2022, via WebEx.

Minutes

1. **Call to order** – The meeting was called to order at 3:02 p.m. by committee chair Bob Anderson. See list above for attendance.
2. **Public comment**
 - A. None
3. **Action/discussion items**
 - A. DVC update
 - 1) Membership – Bob Anderson reported the City Council recently appointed Christina VerHeul to the Park Board. This resulted in Christina moving from the member-at-large position to filling the Park Board vacancy on the DVC. This leaves a member-at-large vacancy on the committee.
 - 2) Parks Master Plan – Bob explained the master plan will provide the foundation for the future of our urban playground as it best suits current-day and future citizens of Spokane. It will provide insight on community preferences relating to use of parks property. Once the plan is completed, it will be the responsibility of the DVC to provide leadership required to prioritize and implement master plan information.
 - a. Scheduling/next steps – A 90% draft has been reviewed by a stakeholder team made of City Council members, Park Board members and staff. The draft master plan will go back to the public so they may comment on the 90% plan. The Park Board will review the plan in May or June, and is expected to take action to adopt in June or July. The master plan will then come before City Council for final endorsement.
 - 3) Purpose of DVC – A primary goal of the DVC is to increase the opportunity for citizen involvement. Together with the DVCAC, it offers a communication path between neighborhood, community and friends groups, and the Park Board. This communication path can be utilized for sharing ideas, and in seeking help with projects, events and fundraising.
 - 4) DVCAC membership structure – The DVCAC membership consists of up to 12 members, including six members from friends groups, one from Community Assembly, two from volunteer focus groups, two business leaders and one from a partner organization.
 - 5) DVC membership structure – The DVC membership consists of four Park Board members; one DVCAC member; and three members from the business/community.
 - B. DVCAC membership update – Fianna Dickson presented an update on the DVCAC membership. There are three vacancies on the DVCAC at this time, including two business leaders and one volunteer/partner organization.
 - C. DVCAC March 24 meeting recap
 - 1) Project proposal presentation – Kelly Brown reported Trevor Finchamp with Friends of the Bluff will be the first of the friends groups to present a project proposal to the committee.
 - 2) Master Plan presentation – Once the Master Plan is adopted, Park staff is scheduled to present an overview of the plan to the DVCAC. The presentation is designed to help DVCAC members better understand where they fit in the process.
 - 3) Friends group toolkit – Fianna is working on a draft toolkit providing information on how to form and grow a friends group. She looks forward to working with the DVCAC in further developing the toolkit. The kit will contain information gleaned from existing friends groups on steps they took in creating and growing their groups. It will also contain a sample MOU agreement which may be used by friends group as a guide on developing such an agreement with Parks.

- 4) Existing master plans – Julie Biggerstaff explained some parks within the city have existing master plans specific to the park. She suggestion the DVCAC bring those existing plans to the table. This sharing of information could be a helpful resource to other parks friends groups.
 - 5) Procedure guidelines – Julie suggested there be specific procedures and documentation developed relating to city communication flow, approval processes, etc., so these processes are not lost when a staff member or committee member leaves their post.
- D. DVC/CAC group presentations – Bob Anderson explained the process which involves DVCAC members present project ideas and suggestions to the DVCAC. These presentations will then come before the DVC who will determine the best way to facilitate. This could mean connecting them to existing resources or it may involve bringing a recommendation before the Park Board for consideration. The first DVCAC presentations will be made by Trevor with Friends of the Bluff.
- E. Volunteer update – Fianna Dickson presented an overview relating to volunteer efforts over the past couple of months. Among these efforts were: 1) parks clean-up events by STCU, Target, Boys and Girls Club, Washington Geocaching Association and Grace Alliance Christian School; 2) Parks Therapeutic Recreation Services has about 100 volunteers on the mountain who offer ski and snowboard instruction; 3) approximately 14,000 volunteers hours were reported at the city’s community centers; 4) volunteers at Riverfront Park; and 5) countless volunteer hours provided by Park Board members. The Mayor’s Office is planning a clean-up at Sky Prairie Park this Friday. With the warmer weather, an increase in park clean-ups is anticipated.
4. **Next meeting** – The next regular scheduled meeting is 3 p.m. Wednesday, May 18, 2022, via WebEx.
5. **Adjournment** – The meeting was adjourned at 3:26 p.m.