



Spokane Park Board Finance Committee Minutes

3 p.m. Tuesday, May 10, 2022

WebEx meeting

Mark Buening – Parks Finance/Budget Director

Committee members

X Bob Anderson – Chair
X Greta Gilman
X Gerry Sperling
X Nick Sumner

Additional Park Board members

Christina VerHeul

Guests

Steve Jones

Parks staff

Garrett Jones
Mark Buening
Jason Conley
Megan Qureshi
Fianna Dickson
Nick Hamad
Jonathan Moog
Jennifer Papich
Al Vorderbrueggen
Mark Poirier
Pamela Clarke

Summary

- The Bloomsday memorandum of agreement/Don Kardong Bridge small overlooks (\$50,000 contribution) was presented by Nick Hamad.
 - The motion passed with unanimous consent. This will be presented to Park Board as a consent agenda item.
- Modern Construction & Consulting, LLC construction contract / Riverfront Park Red Wagon Metal Repairs & Painting (\$73,328.25, tax inclusive)
 - The motion passed with unanimous consent. This will be presented to Park Board as a consent agenda item.
- The April financials were presented by Mark Buening who reviewed each operating division.

The next regularly scheduled meeting is 3 p.m. June 7, 2022, via WebEx.

Minutes

The meeting was called to order at 3:01 p.m. by committee chair Bob Anderson.

Action items:

1. [Bloomsday memorandum of agreement/Don Kardong Bridge small overlooks \(\\$50,000 contribution\)](#) – Nick Hamad gave an overview of the agreement which included the following:

- Agreement
 - Parks owns and maintains the bridge.
 - Parks desires to partner with the community to redevelop the bridge.
 - Bloomsday desires to partner as a supporter of Parks and the community.
- Parks Responsibilities
 - Parks constructs (2) small overlooks with an estimated cost of \$120,000
 - Parks consider future interpretive displays. Displays not a part of current project work and may include Don Kardong interpretive.
 - Parks maintain overlooks.
- Bloomsday Responsibilities
 - Bloomsday contribute \$50,000 toward overlook construction.
- Miscellaneous Items
 - Any future interpretive display subject to 'Art Policy' to be presented to Park Board.
 - City indemnifies Bloomsday. Hold Bloomsday harmless from City's use, management, and maintenance of small overlooks, except claims resulting from acts or omissions of Bloomsday's employees, agents, contractors.
 - MOA to be effective for (50) years – Lifespan of improvement.

Motion 1: Bob Anderson moved to recommend the Park Board accept the Bloomsday memorandum of agreement/Don Kardong Bridge small overlooks (\$50,000 contribution).

Greta Gilman seconded.

The motion passed with unanimous consent (4-0 vote).

2. [Modern Construction & Consulting, LLC construction contract / Riverfront Park Red Wagon Metal Repairs & Painting \(\\$73,328.25, tax inclusive\)](#) – Nick Hamad presented an overview of the contract. Parks is requesting funds for repairs and paint for the Riverfront Park Red Wagon, which has suffered damages from vandalism, rust, and wear over time. The contract involves the total restoration of the Red Wagon, which include labor costs. Sherwin Williams is donating paint to the project in exchange for promotional materials. Modern Construction will provide the labor for repairs at a cost of \$73,328.25, tax inclusive.

Motion 2: Bob Anderson moved to recommend the Park Board accept the Modern Construction & Consulting, LLC construction contract / Riverfront Park Red Wagon Metal Repairs & Painting (\$73,328.25, tax inclusive).

Gerry Sperling seconded.

The motion passed with unanimous consent (4-0 vote).

Standing report items:

1. [April financials](#) – *Mark Buening* presented an overview of the April financials. Overall report shows higher revenues due to increased activity and higher expenditures resulting from maintenance and overall inflation. Parks anticipates a more normal year. 1) Natural Resources – Revenues are lower and expenditures are higher than 2021. Level of subsidy has increased about \$86,000 over last year.

2) Recreation – Revenues are about \$138,000 more than last year and expenditures are about \$149,000 more than last year. Level of subsidy is about \$11,000 greater than 2021. 3) Riverfront Park – Revenues are about \$154,000 greater than last year. Expenditures are about \$145,000 over last year. Expenditures over revenues are about \$8,000 less than last year. 4) Park Ops – Revenues are about \$4,000 less than last year. There have been significant increases in supplies, with overall expenditures over revenues at about \$200,000 higher than last year. 5) Admin –The \$1.3 million transfer was made from 1400 to 1950 for Capital Replacement and Capital Projects and is reflected in the April financials. Operating expenditures are at about \$150,000 more than last year, with revenues at about \$314,000 more than last year. Overall revenues over expenditures are about \$1.1 million less than last year. 6) Capital – Expenditures are about \$34,000 less than last year; this is due to most of the Capital activity now taking place in 1950. 7) 1400 – Revenues are \$585,000 more than last year. Operating expenditures are about \$716,000 more than last year, mostly due to supplies, and services, and charges. The total YTD revenues over expenditures are approximately \$700,000 and the ending fund balance reserves are at about \$2.7 million. 8) Golf – Without the Facility Improvement Fee, revenues are about \$62,000 less than last year, and expenditures are about \$50,000 higher. Revenues over expenditures are about \$113,000 less than last year. Year-to-date cash balance is about \$272,000. Facility Improvement Fee is at about \$28,000 less than last year, with a YTD cash balance of about \$1.9 million. A debt service payment is scheduled to occur in June. 9) 1950 – Mr. Buening presented a spreadsheet which provided an overview of Fund 1950.

Adjournment: The meeting adjourned at 3:39 p.m.

The next regularly scheduled meeting is 3 p.m. June 7, 2022, via WebEx.

Spokane Park Board

Briefing Paper



Committee	Finance Committee		
Committee meeting date	May 10, 2022		
Requester	Nick Hamad	Phone number: 509.363.5452	
Type of agenda item	<input type="radio"/> Consent <input type="radio"/> Discussion <input type="radio"/> Information <input checked="" type="radio"/> Action		
Type of contract/agreement	<input checked="" type="radio"/> New <input type="radio"/> Renewal/ext. <input type="radio"/> Lease <input type="radio"/> Amendment/change order <input type="radio"/> Other		
City Clerks file (OPR or policy #)			
Item title: (Use exact language noted on the agenda)	Bloomsday memorandum of agreement/Don Kardong Bridge small overlooks (\$50,000 contribution)		
Begin/end dates	Begins: 05/12/2022	Ends: 05/12/2072	<input type="checkbox"/> Open ended
Background/history: Parks and the Lilac Bloomsday Association desire to enter into an agreement under which the PDA will donate significant resources toward the construction of two small overlooks on the Don Kardong Bridge. Overlooks are to be constructed as a part of the Don Kardong Bridge rehabilitation project. Total Bloomsday project contribution is valued at \$50,000, 100% of which is donated toward the construction of the two small overlooks.			
Motion wording: Move to approve memorandum of understanding with Lilac Bloomsday Association for the Don Kardong Bridge small overlooks.			
Approvals/signatures outside Parks: <input checked="" type="radio"/> Yes <input type="radio"/> No If so, who/what department, agency or company: The Lilac Bloomsday Association Name: _____ Email address: _____ Phone: _____			
Distribution: Parks – Accounting Parks – Pamela Clarke Requester: Nick Hamad Grant Management Department/Name: _____ <div style="text-align: right;">Fianna Dickson</div>			
Fiscal impact: <input type="radio"/> Expenditure <input checked="" type="radio"/> Revenue Amount: \$50,000.00 Budget code: Donation to 1950-54920-94000-56301-48063			
Vendor: <input type="radio"/> Existing vendor <input checked="" type="radio"/> New vendor Supporting documents: <div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> Quotes/solicitation (RFP, RFQ, RFB) <input type="checkbox"/> Contractor is on the City's A&E Roster - City of Spokane <input type="checkbox"/> UBI: _____ Business license expiration date: _____ </div> <div> <input type="checkbox"/> W-9 (for new contractors/consultants/vendors) <input type="checkbox"/> ACH Forms (for new contractors/consultants/vendors) <input type="checkbox"/> Insurance Certificate (min. \$1 million in General Liability) </div> </div>			



MEMORANDUM OF AGREEMENT

This Memorandum of Agreement (“MOA”) is entered into between The Lilac Bloomsday Association , whose address is 1414 N. Belt St. Spokane, WA 99201, (“Bloomsday”) and the City of Spokane Parks and Recreation Department, (“Parks”) a governmental entity whose address is 808 W. Spokane Falls Blvd., Spokane, WA 99201, hereinafter collectively referred to as the Parties.

Background and Purpose

- A. Parks owns and maintains many properties and manages a wide variety of recreation programs.
- B. Parks engages and partners with citizens and corporations to support appropriate uses and development of those properties and programs.
- C. Bloomsday desires to identify itself/himself/herself/themselves as a supporter of Parks' and Bloomsday's shared vision of a viable future for those properties and programs.
- D. The Don Kardong Bridge, which is owned and maintained by Parks, and which is a critical link for a major walking, running and cycling trail, requires major rehabilitation to restore and enhance its functionality as a recreational facility.
- E. Parks is actively pursuing rehabilitation of the Don Kardong Bridge, preserving and enhancing trail connectivity along Spokane's Centennial Trail.
- F. In accordance with City of Spokane Administrative Policy 1400-11-07, 'Sponsorships, Donations, Naming Recognition of Parks and Recreation Area or Facilities', the Parties desire to enter into this MOA under which Bloomsday will donate significant resources towards construction of two small overlooks on the Don Kardong Bridge.

NOW, THEREFORE, in consideration of the premises and the mutual benefits to be derived by the Parties hereto, the adequacy and sufficiency of which are hereby acknowledged, the Parties hereby agree as follows:

Agreement

Section 1 Don Kardong Bridge Rehabilitation Project

1. Parks and its agents will construct two small overlooks on the Don Kardong Bridge, estimated to cost approximately \$60,000 each, providing a view from the bridge to the southeast, to be implemented as part of Parks' larger Don Kardong Bridge Rehabilitation Project.
2. Parks and its agents will fabricate and install on the overlook:

- a. An interpretive display, including signage, which presents the historical display telling the story of Don Kardong and Bloomsday.
3. Bloomsday and their agents, at their sole expense, shall design the interpretive display and / or logo, including how those elements are mounted to or installed on the bridge. The proposed interpretive display and logo installation shall be subject to the requirements and procedures set forth in City of Spokane Administrative Policy Titled Artwork in Parks and Recreation Areas, ADMIN 1400-14-05 LGL 2007-0026 ("Art Policy") and shall be presented to the Park Board for review and approval prior to fabrication / installation.
4. Bloomsday will contribute to Parks the sum of Fifty Thousand and 00/100 Dollars (\$50,000.00) to be used specifically for the construction of two small overlooks.
5. Upon completion of the bridge overlook improvements, all improvements shall become the property of Parks.
6. Parks shall maintain, repair and reconstruct the overlook improvements, including any future interpretive displays, at the same frequency it maintains, repairs, or reconstructs the bridge. Parks shall remove all graffiti and repair all vandalism to the interpretive display within fourteen (14) days of Parks' receipt of notice regarding the graffiti and/or need for repairs.
7. Parks agrees to indemnify, defend, and hold Bloomsday harmless from Park's use, management, and maintenance of the small overlooks on the Don Kardong Bridge, except to the extent any claim resulted from the act or omission of the Bloomsday or Bloomsday's employees, agents or contractors in which case this indemnity provision shall be valid and enforceable only to the extent such claim arose from the act or omission of the City's employees, agents or contractors.

Section 2 Miscellaneous Provisions

1. Recitals. All of the recitals set forth above in the Background and Purpose section of this MOA are incorporated herein by this reference as though fully set forth herein.
2. Entire Agreement. Except as expressly stated herein, this MOA is the entire MOA between the Parties with respect to the subject matter hereof. No other understandings, oral or otherwise, regarding the subject matter of this MOA will bind the signatories to this MOA unless agreed to by both Parties in writing.
3. Severability. The invalidity or unenforceability of any provision of the MOA will not affect any other provisions; the MOA will be construed in all respects as if such invalid or unenforceable provisions were omitted.
4. Amendments/Modifications. Any amendment or modification to the provisions of this MOA will not be effective unless made by written amendment executed by both Parties.
5. Third Party Beneficiaries. Nothing in this MOA is intended to confer any right or benefit on a person or entity not a Party to this MOA, or impose any obligations of either Party to the MOA on persons or entities not a Party to the MOA.
6. Waiver of Provisions. The failure of a Party to insist upon or enforce performance of any of the provisions or to exercise any rights under this MOA will not be construed as a waiver or

relinquishment to any extent of its right to assert or rely upon any such provisions or rights in that or any other instance; rather, the same will be and remain in full force and effect.

7. Negotiation. This MOA, and each of the terms and provisions hereof, are deemed to have been explicitly negotiated, and the language in all parts of this MOA shall, in all cases, be construed according to their fair meaning and not strictly for or against either Party.
8. Effectiveness. This MOA is effective on the date of the last signature below.
9. Notice. All written notices required to be given pursuant to the terms hereof shall be delivered to the addresses listed below, by one of the following methods: (a) hand delivered whereby delivery is deemed to have occurred at the time of delivery; (b) a nationally recognized overnight courier company, whereby delivery is deemed to have occurred the business day following deposit with the courier; or (c) deposited in the United States mail, certified mail, return receipt requested, postage prepaid, whereby delivery is deemed to have occurred on the third business day following deposit with the United States Postal Service; (d) electronic transmission (email) provided that the transmission is completed no later than 4:00 p.m. Pacific Standard Time on a business day and the original also is sent as described in (a), (b), or (c) above, whereby delivery is deemed to have occurred at the end of the business day on which the electronic transmission is completed.

Bloomsday:

The Lilac Bloomsday Association
Attn: TBD
1414 N. Belt St.
Spokane, WA 99201
Email: TBD

Parks:

City of Spokane, Park Board
Attn: Parks and Recreation Director
808 West Spokane Falls Boulevard
Spokane, WA 99201
Email: gjones@spokanecity.org

With a copy to:
Office of the City Attorney
Attn: James Richman
808 W. Spokane Falls Boulevard
Spokane, WA 99201
Email: jrichman@spokanecity.org

10. Debarment and Suspension. Bloomsday has provided its certification that it is in compliance with and shall not contract with individuals or organizations which are debarred, suspended, or otherwise excluded from or ineligible from participation in Federal Assistance Programs under Executive Order 12549 and "Debarment and Suspension", codified at 29 CFR part 98.
11. Term. This MOA shall be in effect for a term of fifty (50) years and shall expire fifty years following the Effective Date.

Dated this ____ day of _____, 2022 (the "Effective Date").

The Lilac Bloomsday Association
By: TBD
Its TBD

Attest:

Clerk

City of Spokane Parks and Recreation
Garrett Jones, Director

Approved as to form:

Assistant City Attorney

Spokane Park Board

Briefing Paper



Committee	Finance Committee		
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Requester	Nick Hamad	Phone number: 509.363.5452	
Type of agenda item	<input type="radio"/> Consent <input type="radio"/> Discussion <input type="radio"/> Information <input checked="" type="radio"/> Action		
Type of contract/agreement	<input checked="" type="radio"/> New <input type="radio"/> Renewal/ext. <input type="radio"/> Lease <input type="radio"/> Amendment/change order <input type="radio"/> Other		
City Clerks file (OPR or policy #)			
Item title: (Use exact language noted on the agenda)	Modern Construction & Consulting Services, LLC. construction contract/Riverfront Park Red Wagon metal repairs and painting (\$73,328.25, tax inclusive)		
Begin/end dates	Begins: 05/12/2022	Ends: 09/30/2022	<input type="checkbox"/> Open ended
Background/history: The project contracts with the low responsive bidder for Riverfront Park Red Wagon metal repairs and painting project and includes the project 'base bid', deductive alternate #1, and additive alternate #1.			
Motion wording: Move to approve Modern Construction & Consulting Services, LLC. construction contract for the Riverfront Park Red Wagon metal repairs & painting project in the amount of \$73,328.25, tax inclusive.			
Approvals/signatures outside Parks: <input checked="" type="radio"/> Yes <input type="radio"/> No If so, who/what department, agency or company: Modern Construction & Consulting Services, LLC. Name: Todd Harnetiaux Email address: todd@mccsnw.com Phone: 509.443.3337			
Distribution: Parks – Accounting Jon Moog Parks – Pamela Clarke Kevin Sharrai Requester: Nick Hamad Grant Management Department/Name:			
Fiscal impact: <input checked="" type="radio"/> Expenditure <input type="radio"/> Revenue Amount: \$73,328.25 Budget code: 1950-			
Vendor: <input type="radio"/> Existing vendor <input type="radio"/> New vendor Supporting documents: <input checked="" type="checkbox"/> Quotes/solicitation (RFP, RFQ, RFB) <input type="checkbox"/> W-9 (for new contractors/consultants/vendors) <input checked="" type="checkbox"/> Contractor is on the City's A&E Roster - City of Spokane <input type="checkbox"/> ACH Forms (for new contractors/consultants/vendors) <input type="checkbox"/> UBI: 602-857-209 Business license expiration date: <input type="checkbox"/> Insurance Certificate (min. \$1 million in General Liability)			



City of Spokane Invitation To Bid

Project Title: _____

SECTION I. BID PREPARATION AND EVALUATION

1. A pre-bid conference will be held on _____ at _____. The location will be _____.
2. BID PREPARATION. Bids shall be typed or printed in ink, prepared on the form furnished by the City of Spokane and signed by an authorized person of the Contractor's firm. If errors are made, the corrections shall be initialed by the person signing the Bid.
3. SUBMISSION OF BIDS. Submit one (1) copy of the Bid by _____ on _____ to _____ at _____, Spokane, WA _____.
4. CONTRACTOR'S REPRESENTATION. The Contractor by making its Bid represents that it has read and understands the specifications; and has visited the site and familiarized itself with the local conditions under which the Work is to be performed.
5. QUALIFICATION. Prior to the award of contract, the Contractor shall be required to submit evidence of sufficient facilities, equipment, experience and financial ability to insure completion of the Work, unless waived by the City.
6. AWARD OF CONTRACT. Award of contract, when made by the City, will be to the low responsive-responsible Contractor. Unsuccessful firms will not automatically be notified of results.
7. PAYMENT. Payment will be made via direct deposit/ACH after receipt of the Contractor's application except as provided by state law. If the City objects to all or any portion of the invoice, it shall notify the Contractor and reserves the right to only pay that portion of the invoice not in dispute. In that event, the parties shall immediately make every effort to settle the disputed amount.
8. REJECTION OF BIDS. The City reserves the right to reject any or all Bids, to waive minor deviations from the specifications, to waive minor informalities in Bid process whenever it is in the City's best interest, and to accept or reject all or part of this Request for Bids, at the prices shown.
9. REGISTERED CONTRACTOR. The Contractor shall be a Washington State registered or licensed Contractor at time of Bid submittal.
10. PUBLIC WORK REQUIREMENTS. The scope of work ("Work") for this Project constitutes a public work under state law. Contractors are warned to take into consideration statutory legal requirements, particularly, the payment of State prevailing wages, securing of a payment/performance bond from a Surety, and sales tax implications in making their Bids. As of July 1, 2019, contractors must have fulfilled the Department of Labor and Industries' Public Works and Prevailing Wage Training Requirement before bidding and/or performing work on public works projects under RCW 39.04.350 and RCW 39.06.020.
11. CERTIFICATION OF COMPLIANCE WITH WAGE PAYMENT STATUTES. Before award of a public works contract, the bidder under consideration for award of a public works project must submit to the public agency a sworn statement that they have not willfully violated wage payment laws within the past three years in order to be considered a responsible bidder. (See RCW 39.04.350 as modified by SSB 5301, Laws of 2017, ch. 258.). This form is titled "Certification of Compliance with Wage Payment Statutes". This form must be submitted upon request by City.
12. BUSINESS REGISTRATION REQUIREMENT. Section 8.01.070 of the Spokane Municipal Code states that no person may engage in business with the City without first having obtained a valid business registration. The Vendor shall be responsible for contacting the State of Washington Business License Services at www.dor.wa.gov or 1-360-705-6741 to obtain a business registration. If the Vendor does not believe it is required to obtain a business registration, it may contact the City's Taxes and Licenses Division at 509-625-6070 to request an exemption status determination.



City of Spokane Invitation To Bid

SECTION III. TECHNICAL REQUIREMENTS

1. PERFORMANCE. The Contractor will do all work, furnish all labor, materials, tools, construction equipment, transportation, supplies, supervision, permits, organization and other items of work and cost necessary for the proper execution and completion of the described Work.
2. ATTACHMENTS. The following file(s) has been added as an attachment to help explain the scope of work.
3. SCOPE OF WORK.



2022.04.08

2022 RIVERFRONT PARK RED WAGON PAINT

CONTRACTOR	BASE BID (RED WAGON PAINT)		DED/ALT. 1 (OFCI COATINGS)		ADD/ALT 1. (STEEL REPAIR)		TOTAL BID
Modern Construction	\$	75,128.25	\$	(5,600.00)	\$	3,800.00	\$ 73,328.25
Coatings Unlimited	\$	99,735.00	\$	(2,500.00)	\$	6,400.00	\$ 103,635.00
-	\$	-	\$	-	\$	-	\$ -
-	\$	-	\$	-	\$	-	\$ -
-	\$	-	\$	-	\$	-	\$ -



City of Spokane Invitation To Bid

BID

TO: CITY OF SPOKANE, WASHINGTON
PROJECT NAME: Riverfront Park Red Wagon Metal Repairs & Painting

BIDDER'S DECLARATION. The undersigned bidder certifies that it has examined the site, read and understands the specifications for the above project, and agrees to comply with all applicable federal, state and local laws and regulations. The bidder is advised that by signature of this bid proposal it has acknowledged all bid requirements and signed all certificates contained herein.

BID OFFER. The price(s) listed in this bid proposal is tendered as an offer to furnish all labor, materials, equipment and supervision required to complete the proposed project in strict accordance with the contract documents. The bidder proposes to do the project at the following price:

BASE BID: \$ 68,925.⁰⁰
SALES TAX (9 %) \$ 6,203.25
TOTAL BASE BID PRICE: \$ 75,128.25
TRENCH SAFETY SYSTEM,
if excavation greater
than four feet (4') deep: \$ 0.00

Deductive Alternate #1 - Owner Furnished Coatings

(Include Retail Sales Tax) < \$ 5,600 >

Additive Alternate #1 - Steel Repair

(Include Retail Sales Tax) \$ 3,800.-

\$

CONTRACTOR RESPONSIBILITY.

Washington State Contractor's Registration No.	<u>CC MODERCC923OD</u>
U.B.I. Number	<u>602-857-209</u>
Washington Employment Security Department Number	<u>553132-00-9</u>
Washington Excise Tax Registration Number	<u>A17716223</u>
City of Spokane Business Registration Number	<u>T12054509BUS</u>

As of July 1, 2019, Contractor has fulfilled training requirement or is exempt from
L & I's Public Works Training Requirement under RCW 39.04.350 and RCW 39.06.020. (☒ YES) (☐ NO)

ADDENDA. The undersigned acknowledges receipt of addenda number(s) 1 and agrees that their requirements have been included in this bid proposal.

The firm agrees that its Bid will NOT be withdrawn for a minimum of forty five (45) calendar days after the stated submittal date.

For contracts up to \$150,000.00 including tax, the Contractor may request for ten percent (10%) retainage in lieu of bond.
(☐ YES) (☒ NO)

The undersigned Bidder hereby certifies that, within the three-year period immediately preceding the bid solicitation date for this Project, the bidder is not a "willful" violator, as defined in RCW 49.48.082, of any provision of chapters 49.46, 49.48, or 49.52 RCW, as determined by a final and binding citation and notice of assessment issued by the Department of Labor and Industries or through a civil judgment entered by a court of limited or general jurisdiction.

I certify (or declare) under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

FIRM NAME: Modern Construction & Consulting Services, LLC

SIGNATURE: [Signature]

TITLE: Managing Member

PHONE: (509) 443-3337

ADDRESS: 5702 N Market Street, Spokane, WA 99208-2368



City of Spokane Invitation To Bid

SUBCONTRACTOR LIST _____

PROJECT TITLE: Riverfront Park Red Wagon Metal Repairs & Painting

PROPOSED SUBCONTRACTORS/SUPPLIERS TO BE USED ON THE PROJECT ARE: (USE ADDITIONAL PAGES IF NECESSARY)

CONTRACTOR/SUPPLIER Signs for Success

TYPE OF WORK/BID ITEM Adhesive Stencils, Design w/proofing, Install

AMOUNT \$ 1,200

CONTRACTOR'S REGISTRATION NO. 602 139 402

CONTRACTOR/SUPPLIER Northwest Sandblast & Paint, LLC

TYPE OF WORK/BID ITEM Commercial Sandblasting & Painting

AMOUNT \$ 44,100

CONTRACTOR'S REGISTRATION NO. 602 268 007

CONTRACTOR/SUPPLIER JB Welding (ALTERNATE)

TYPE OF WORK/BID ITEM Commercial Welder

AMOUNT \$ 3,800⁰⁰

CONTRACTOR'S REGISTRATION NO. 604 105 626

☐ NO SUBCONTRACTORS WILL BE USED ON THIS PROJECT

4/8/22
Date

[Signature]
Signature of Authorized Representative

City of Spokane - Parks & Recreation

[Return to Minutes](#)

Natural Resources

Financial Report

April 2022

	ADOPTED BUDGET 2022	2022 ADOPTED BUDGET Balance	2021 YTD Actual	2022 YTD Actual	2021-2022 YTD Difference	2021 YTD % OF BUDGET	2022 YTD % OF BUDGET	Change in %
Revenue:								
Program Revenue	91,000	41,130	65,626	49,870	\$ (15,756)	72.1%	54.8%	-17.31%
Operating Transfers	66,000	-	66,000	66,000	\$ -	100.0%	100.0%	
TOTAL REVENUE:	\$ 157,000	\$ 41,130	131,626	\$ 115,870	\$ (15,756)	83.8%	73.8%	-10.04%
Expenditures:								
Salaries and Wages	566,591	352,231	133,045	175,763	\$ (42,718)	25.2%	33.3%	8.09%
Personnel Benefits	204,417	138,702	49,905	63,399	\$ (13,494)	24.7%	31.4%	6.68%
Supplies	30,550	16,051	2,837	14,499	\$ (11,662)	9.3%	47.5%	38.17%
Services and Charges	216,799	147,275	56,333	59,980	\$ (3,647)	27.2%	28.9%	1.76%
Interfund Payments	25,339	26,149	787	-	\$ 787	3.0%		-3.01%
Subtotal Op. Exp.	\$ 1,043,696	\$ 730,056	242,907	\$ 313,640	\$ (70,733)	24.4%	30.1%	5.61%
Transfers Out	-	-	-	-	\$ -			
TOTAL EXPENDITURES:	\$ 1,043,696	\$ 730,056	242,907	\$ 313,640	\$ (70,733)	24.4%	30.1%	5.68%
Total Funding: (Rev. less Exp.)	\$ (886,696)		\$ (111,281)	\$ (197,770)	\$ (86,489)			

City of Spokane - Parks & Recreation
Recreation
Financial Report
April 2022

	ADOPTED BUDGET 2022	2022 ADOPTED BUDGET Balance	2021 YTD Actual	2022 YTD Actual	2021-2022 YTD Difference	2021 YTD % OF BUDGET	2022 YTD % OF BUDGET	Change in %
<u>Revenue:</u>								
Program Revenue	1,444,366	1,100,931	205,460	343,435	\$ 137,975	14.9%	23.8%	8.86%
TOTAL REVENUE:	\$ 1,444,366	\$ 1,100,931	205,460	\$ 343,435	\$ 137,975	14.9%	23.8%	8.86%
<u>Expenditures:</u>								
Salaries and Wages	1,691,181	1,371,900	255,000	319,281	\$ (64,281)	15.7%	18.9%	3.22%
Personnel Benefits	397,080	296,469	96,357	100,611	\$ (4,254)	27.8%	25.3%	-2.43%
Supplies	268,260	215,522	16,702	52,738	\$ (36,037)	6.4%	19.7%	13.21%
Services and Charges	1,251,987	1,002,278	205,176	249,709	\$ (44,533)	15.6%	19.9%	4.37%
Interfund Payments	16,950	5,503	11,447	11,447	\$ -	67.5%	67.5%	
Subtotal Op. Exp.	\$ 3,625,458	\$ 2,891,672	584,683	\$ 733,786	\$ (149,104)	16.4%	20.2%	3.85%
Transfers Out	-	-	-	-	\$ -			
TOTAL EXPENDITURES:	\$ 3,625,458	\$ 2,891,672	584,683	\$ 733,786	\$ (149,104)	16.4%	20.2%	3.85%
Total Funding: (Rev. less Exp.)	\$ (2,181,092)		\$ (379,222)	\$ (390,351)	\$ (11,129)			

City of Spokane - Parks & Recreation

Riverfront Park

Financial Report

April 2022

	ADOPTED BUDGET 2022	2022 ADOPTED BUDGET Balance	2021 YTD Actual	2022 YTD Actual	2021-2022 YTD Difference	2021 YTD % OF BUDGET	2022 YTD % OF BUDGET	Change in %
Revenue:								
Program Revenue	3,699,700	3,024,593	521,151	675,107	\$ 153,956	12.4%	18.2%	5.80%
Operating Transfers	-	-	-	-	\$ -			
TOTAL REVENUE:	\$ 3,699,700	\$ 3,024,593	521,151	\$ 675,107	\$ 153,956	12.4%	18.2%	5.80%
Expenditures:								
Salaries and Wages	2,235,817	1,762,362	436,515	473,455	\$ (36,940)	17.4%	21.2%	3.76%
Personnel Benefits	696,762	547,992	155,361	148,770	\$ 6,591	21.8%	21.4%	-0.46%
Supplies	449,250	368,876	36,668	80,374	\$ (43,706)	5.3%	17.9%	12.59%
Services and Charges	903,175	692,416	139,154	210,759	\$ (71,604)	17.4%	23.3%	5.95%
Interfund Payments	20,000	20,000	-	-	\$ -			
Subtotal Op. Exp.	\$ 4,305,004	\$ 3,391,647	767,698	\$ 913,357	\$ (145,660)	16.2%	21.2%	4.99%
Transfers Out	237,030	237,030	-	-	\$ -			
TOTAL EXPENDITURES:	\$ 4,542,034	\$ 3,628,677	767,698	\$ 913,357	\$ (145,660)	15.4%	20.1%	4.67%
Total Funding:	\$ (842,334)		\$ (246,547)	\$ (238,250)	\$ 8,297			
(Rev. less Exp.)								

City of Spokane - Parks & Recreation
Park Operations
Financial Report
April 2022

	ADOPTED BUDGET 2022	2022 ADOPTED BUDGET Balance	2021 YTD Actual	2022 YTD Actual	2021-2022 YTD Difference	2021 YTD % OF BUDGET	2022 YTD % OF BUDGET	Change in %
<u>Revenue:</u>								
Program Revenue	200,430	190,842	13,972	9,588	\$ (4,384)	7.0%	4.8%	-2.19%
TOTAL REVENUE:	\$ 200,430	\$ 190,842	13,972	\$ 9,588	\$ (4,384)	7.0%	4.8%	-2.19%
<u>Expenditures:</u>								
Salaries and Wages	2,863,102	2,319,980	524,929	543,122	\$ (18,192)	18.3%	19.0%	0.63%
Personnel Benefits	913,154	705,163	206,815	207,991	\$ (1,175)	23.3%	22.8%	-0.54%
Supplies	179,500	80,673	232	98,827	\$ (98,595)	0.1%	55.1%	54.93%
Services and Charges	1,165,506	953,067	131,730	212,439	\$ (80,709)	12.2%	18.2%	6.01%
Interfund Payments	-	-	-	-	\$ -			
Subtotal Op. Exp.	\$ 5,121,262	\$ 4,058,883	863,707	\$ 1,062,379	\$ (198,672)	17.3%	20.7%	3.49%
Transfers Out	230,000	230,000	-	-	\$ -			
TOTAL EXPENDITURES:	\$ 5,351,262	\$ 4,288,883	863,707	\$ 1,062,379	\$ (198,672)	17.2%	19.9%	2.69%
Total Funding: (Rev. less Exp.)	\$ (5,150,832)		\$ (849,735)	\$ (1,052,791)	\$ (203,056)			

City of Spokane - Parks & Recreation
Administration
Financial Report
April 2022

	ADOPTED BUDGET 2022	2022 ADOPTED BUDGET Balance	2021 YTD Actual	2022 YTD Actual	2021-2022 YTD Difference	2021 YTD % OF BUDGET	2022 YTD % OF BUDGET	Change in %
<u>Revenue:</u>								
Program Revenue	139,500	(437,458)	93,704	576,958	\$ 483,254	34.6%	413.6%	378.95%
Operating Transfers	17,316,358	12,134,350	5,351,503	5,182,008	\$ (169,495)	32.6%	29.9%	-2.67%
TOTAL REVENUE:	\$ 17,455,858	\$ 11,696,892	5,445,206	\$ 5,758,966	\$ 313,759	32.6%	33.0%	0.37%
<u>Expenditures:</u>								
Salaries and Wages	2,332,375	1,707,274	591,656	625,101	\$ (33,445)	25.7%	26.8%	1.14%
Personnel Benefits	836,281	602,653	217,954	233,628	\$ (15,674)	26.7%	27.9%	1.20%
Supplies	170,800	131,859	9,749	38,941	\$ (29,192)	5.7%	22.8%	17.09%
Services and Charges	693,542	511,603	127,373	181,939	\$ (54,566)	19.3%	26.2%	6.92%
Interfund Services	2,623,827	1,904,359	700,444	719,468	\$ (19,025)	28.3%	27.4%	-0.89%
Subtotal Op. Exp.	\$ 6,656,825	\$ 4,857,747	1,647,177	\$ 1,799,078	\$ (151,901)	25.6%	27.0%	1.39%
Transfers Out	53,793	(1,246,207)	-	1,300,000	\$ (1,300,000)		2416.7%	2416.67%
TOTAL EXPENDITURES:	\$ 6,710,618	\$ 3,611,540	1,647,177	\$ 3,099,078	\$ (1,451,901)	25.4%	46.2%	20.82%
Total Funding: (Rev. less Exp.)	\$ 10,745,240		\$ 3,798,029	\$ 2,659,888	\$ (1,138,141)			

City of Spokane - Parks & Recreation
Capital
Financial Report
April 2022

	ADOPTED BUDGET 2022	2022 ADOPTED BUDGET Balance	2021 YTD Actual	2022 YTD Actual	2021-2022 YTD Difference	2021 YTD % OF BUDGET	2022 YTD % OF BUDGET	Change in %
<u>Revenue:</u>								
Grants Revenue	1,000,000	1,000,000	-	-	\$ -			
<u>Expenditures:</u>								
Capital Outlay	2,000,000	1,931,141	102,564	68,859	\$ 33,705	5.1%	3.4%	-1.62%

City of Spokane - Parks & Recreation

Parks Fund -- 1400

Financial Report

April 2022

	ADOPTED BUDGET 2022	2022 ADOPTED BUDGET Balance	2021 YTD Actual	2022 YTD Actual	2021-2022 YTD Difference	2021 YTD % OF BUDGET	2022 YTD % OF BUDGET	Change in %
Operating Revenue:								
Program Revenue	5,584,996	3,930,039	899,913	1,654,957	\$ 755,045	14.5%	29.6%	15.12%
Operating Transfers	17,382,358	12,134,350	5,417,503	5,248,008	\$ (169,495)	33.0%	30.2%	-2.80%
Grant Revenue	1,000,000		-	-				
Total Operating Revenue:	\$ 23,967,354	\$ 17,064,389	6,317,416	\$ 6,902,965	\$ 585,550	26.7%	28.8%	2.06%
Operating Expenses:								
Salaries and Wages	9,689,527	7,552,805	1,941,146	2,136,722	\$ (195,576)	19.8%	22.1%	2.29%
Personnel Benefits	3,043,955	2,289,556	726,393	754,399	\$ (28,005)	24.5%	24.8%	0.27%
Supplies	1,098,360	798,509	80,100	299,851	\$ (219,751)	6.0%	27.3%	21.28%
Services and Charges	4,241,009	3,326,221	659,767	914,788	\$ (255,022)	16.2%	21.6%	5.37%
Interfund Payments	2,686,116	1,955,163	712,678	730,953	\$ (18,275)	28.1%	27.2%	-0.88%
Total Operating Expenses:	\$ 20,758,967	\$ 15,922,254	4,120,084	\$ 4,836,713	\$ (716,629)	19.9%	23.3%	3.42%
Net Op. Income (Loss):	\$ 3,208,387	\$ 1,142,135	2,197,332	\$ 2,066,252	\$ (131,080)	6.9%	5.5%	-1.36%
Other Financial Activity:								
Capital Outlay	2,000,000	1,931,141	102,564	68,859	\$ 33,705	5.1%	3.4%	-1.62%
Transfers Out	520,823	(779,177)	-	1,300,000	\$ (1,300,000)		249.6%	249.60%
Budget Reserve	380,000							
Total Other Activity:	\$ 2,900,823	\$ 1,151,964	102,564	\$ 1,368,859	\$ (1,266,295)	4.3%	47.2%	42.85%
TOTAL EXPENDITURES:	23,659,790		4,222,647	6,205,572	\$ (1,982,924)	18.3%	26.2%	7.94%
Total Funding: (Rev. less Exp.)	\$ 307,564		\$ 2,094,769	\$ 697,394	\$ (1,397,375)			

Beginning Fund Balance	\$ 3,619,550
5% Reserve Requirement	\$ (1,182,990)
Revenue Stabilization Reserve	\$ (400,000)
Beginning Reserves	\$ 2,036,561
Net Revenue (Expense)	\$ 697,394
Ending Fund Balance Reserves	\$ 2,733,954

City of Spokane - Parks & Recreation
Golf Fund -- 4600 (w/o Facility Improvemer
Financial Report
April 2022

	ADOPTED BUDGET 2022	2022 ADOPTED BUDGET Balance	2021 YTD Actual	2022 YTD Actual	2021-2022 YTD Difference	2021 YTD % OF BUDGET	2022 YTD % OF BUDGET	Change in %
Revenue:								
Program Revenue	3,905,000	2,993,624	985,143	911,376	\$ (73,767)	29.0%	23.3%	-5.62%
Pre-Sale Revenue		(164,033)	181,318	164,033	\$ (17,285)			
Facility Improvement Fee	-		(168,932)	(140,609)	\$ 28,323			
Other Transfers In	-	-	-	-				
TOTAL REVENUE:	\$ 3,905,000	\$ (2,970,201)	997,528	\$ 934,799	\$ (62,729)	29.3%	23.9%	-5.39%
Expenditures:								
Salaries and Wages	1,421,077	1,002,408	269,095	271,973	\$ (2,878)	21.1%	21.3%	0.23%
Personnel Benefits	360,727	224,760	106,347	109,110	\$ (2,763)	31.9%	32.7%	0.83%
Supplies	345,020	221,444	51,627	95,476	\$ (43,849)	16.3%	30.1%	13.84%
Services and Charges	1,012,176	867,452	139,690	126,624	\$ 13,066	14.1%	12.7%	-1.31%
Interfund Payments	267,587	181,646	73,899	75,741	\$ (1,842)	28.7%	29.4%	0.72%
Subtotal Op. Exp.	\$ 3,406,587	\$ 2,727,664	640,657	\$ 678,923	\$ (38,266)	20.2%	19.9%	-0.24%
Capital Outlay	420,000	408,133	-	11,867	\$ (11,867)		2.8%	2.83%
Transfers Out	80,000	80,000	-	-				
TOTAL EXPENDITURES:	\$ 3,906,587	\$ 3,215,798	640,657	\$ 690,789	\$ 50,132	17.5%	17.7%	0.22%
Total Funding:	\$ (1,587)		\$ 356,871	\$ 244,010	\$ (112,861)			
(Rev. less Exp.)								

* Beginning Fund Balance	\$ 338,711
Less 7% Reserve Requirement	\$ (310,366)
Beginning Year Reserves	\$ 28,345
YTD Change in Cash	\$ 244,010
YTD Available Cash	\$ 272,355

* 2022 Beginning Fund Balance does not include the FIF reserve of \$1,774,230

City of Spokane - Parks & Recreation
Facility Improvement Fee -- Subset of the Golf Fund
Financial Report
April 2022

		2021 April Actual	2022 April Actual	2020-2021 Monthly Difference	2021 YTD Actual	2022 YTD Actual	2020-2021 YTD Difference
<u>Revenue:</u>							
	Revenue:	98,396	74,731	\$ (23,664)	168,932	140,609	\$ (28,323)
<u>Expenditures:</u>							
	Debt Service Payments	-	-	\$ -	-	-	\$ -

Beginning Fund Balance	\$ 1,744,230
YTD Revenues	\$ 140,609
YTD Debt Service Payments	\$ -
YTD Cash Balance	\$ 1,884,839

Fund 1950 - Park and Recreation *Capital and Reserves* Fund

January 1, 2022 through April 30, 2022

		BEGINNING BALANCE	REVENUES	EXPENDITURES	ENDING FUND BALANCE	OUTSTANDING ENCUMBRANCES	REMAINING BALANCE
Undesignated	General Operating	\$ 16,826.17	\$ 2,377.10	\$ 21,275.25	\$ (2,071.98)	\$ -	\$ (2,071.98)
Designated	Capital Reserve/Replacement	676,154.21	200,000.00	98,702.99	727,451.22	16,382.16	711,069.06
	Maintenance and Other Designated Reserves	165,738.71	500,445.56	10,055.56	656,128.71	158,227.47	497,901.24
	CIP Projects	1,241,763.04	653,550.00	79,839.06	1,815,473.98	406,086.62	1,409,387.36
Restricted	Reserved for Property Donations	45,583.80	-	-	45,583.80		45,583.80
	Conservation Futures	115,438.36	-	-	115,438.36	10,071.25	105,367.11
	Riverfront Conservation Futures Loan	170,129.11	-	-	170,129.11		170,129.11
	2021 Windstorm Damage Recovery	498,783.00	-	5,571.17	493,211.83	66,684.25	426,527.58
		\$ 2,930,416.40	\$ 1,356,372.66	\$ 215,444.03	\$ 4,021,345.03	\$ 657,451.75	\$ 3,363,893.28

Capital Reserve and Replacement
January 1, 2022 through April 30, 2022

	BEGINNING BALANCE	REVENUES	EXPENDITURES	ENDING FUND BALANCE	OUTSTANDING ENCUMBRANCES	REMAINING BALANCE
6-yr CIP Designated Reserve	-			-		-
Computer & Software	75,701.66	50,000.00	-	125,701.66	-	125,701.66
Specialized Fleet	338,112.11	-	-	338,112.11	346.26	337,765.85
Enterprise Lease Vehicles	24,247.50	-	28,237.38	(3,989.88)		(3,989.88)
Capital Equipment Maintenance	238,092.94	100,000.00	70,465.61	267,627.33	16,035.90	251,591.43
Undefined Parks Capital Reserve	-	50,000.00				
	<u>676,154.21</u>	<u>200,000.00</u>	<u>98,702.99</u>	<u>727,451.22</u>	<u>16,382.16</u>	<u>711,069.06</u>

Maintenance and Other Reserves
January 1, 2022 through April 30, 2022

	BEGINNING			ENDING	OUTSTANDING	REMAINING
	BALANCE	REVENUES	EXPENDITURES	FUND BALANCE	ENCUMBRANCES	BALANCE
Sky Prairie/5-Mile	40,466.19	-	-	40,466.19	-	40,466.19
General Capital- T shirt, poster, calendar sales	8,000.45	-	-	8,000.45		8,000.45
Herbicide pilot, City Council	2,500.00	-	-	2,500.00		2,500.00
RFP Equipment	10,911.05	150,000.00	-	160,911.05	9,981.13	150,929.92
Recreation Equipment	15,179.39	150,445.56	-	165,624.95		165,624.95
Ops Equipment	1,489.37	150,000.00	8,386.26	143,103.11	69,852.00	73,251.11
Golf Equipment	-	-	-	-	78,394.34	(78,394.34)
Hooptown Court Maintenance	3,000.00	-	1,669.30	1,330.70		1,330.70
"Coca-Cola" Reserve	64,732.00	-	-	64,732.00		64,732.00
Youth & Senior Center Capital replacement	-	50,000.00	-	50,000.00		50,000.00
Community Engagement, Spokane Indians Baseball	19,460.26	-	-	19,460.26		19,460.26
	165,738.71	500,445.56	10,055.56	656,128.71	158,227.47	497,901.24

**Parks and Recreation 1950 Active CIP Projects
January 1, 2022 through April 30, 2022**

PROJECT	2021 BEG. BUDGET	CURRENT YEAR CONTRIBUTIONS	CURRENT BUDGET	EXPENDED	ENCUMBERED	TOTAL EXPENDED AND COMMITTED TO DATE	BUDGET REMAINING
Turf Replacement	120,000.00	100,000.00	220,000.00	-	-	-	220,000.00
Theme Stream design	(1,000.00)	-	(1,000.00)	-	-	-	(1,000.00)
Audubon Park	5,000.00	-	5,000.00	-	-	-	5,000.00
Tennis Courts, USTA Private Grant	23,412.30	-	23,412.30	-	-	-	23,412.30
Vietnam Veterans Memorial	19,045.98	-	19,045.98	-	15,045.98	15,045.98	4,000.00
Dutch Jake's Park	(3,109.71)	10,000.00	6,890.29	-	-	-	6,890.29
Susie's Trail (18-30)	93,592.50	-	93,592.50	-	3,092.50	3,092.50	90,500.00
Liberty Park Tennis Courts, Library Fund	260,000.00	-	260,000.00	14,382.84	52,441.17	66,824.01	193,175.99
North Suspension Bridge, Arterial Street Fund	378,572.46	50,000.00	428,572.46	38,379.84	96,362.13	134,741.97	293,830.49
South Suspension Bridge	-	-	-	16,056.83	42,700.23	58,757.06	(58,757.06)
Cannon/Logan Parks playground, American Rescue Pl	85,180.42	-	85,180.42	-	85,180.42	85,180.42	-
Public Works funded Conservation projects	250,000.00	-	250,000.00	-	-	-	250,000.00
W. Havermale Playground, Parks Foundation	43,104.63	-	43,104.63	10,793.60	3,245.30	14,038.90	29,065.73
North Bank stairs, Arterial Street Fund	1,157.00	-	1,157.00	-	1,157.00	1,157.00	-
Butterfly Design, Parks Foundation	(26,265.00)	(6,450.00)	(32,715.00)	-	51,970.68	51,970.68	(84,685.68)
BC Pavilion, Tribal Center design, Innovia	8,955.00	-	8,955.00	-	8,955.00	8,955.00	-
Stepwell Handrails, Spokane Arts	(1,250.00)	-	(1,250.00)	-	3,750.00	3,750.00	(5,000.00)
Don Kardong Bridge	-	-	-	1.00	-	1.00	(1.00)
City-Wide Dog Park	-	-	-	-	34,500.00	-	-
Undefined Capital Projects	-	500,000.00	500,000.00	-	-	-	500,000.00
Net Deficit from PY projects	(14,632.54)	-	(14,632.54)	224.95	7,686.21	7,911.16	(22,543.70)
	1,241,763.04	653,550.00	1,895,313.04	79,839.06	406,086.62	451,425.68	1,443,887.36