

SPOKANE PARK BOARD
January 9, 2014 Regular Monthly Meeting
1:30 P.M., City Council Chambers
Minutes

1. **Roll Call:** *Rachel Brown*

Park Board Members Present: Randy Cameron, President; Leroy Eadie; Jim Santorsola; Ross Kelley; Chris Wright; Susan Traver; Ken Van Voorhis; Andy Dunau; Preston Potratz; Kristine Meyer; Councilman Mike Allen

Park Board Members Absent Excused: Sam Selinger, Vice President

Staff Present: Nancy Goodspeed, Carl Strong, Garrett Jones, Tony Madunich, Sam Song, Debby Dodson, Juliet Sinisterra, Kathleen Keck, Pat Dalton, Michael Myers

2. **Motion No. 1:** Susan Traver motioned to approve the December 14, 2013 Regular Park Board Meeting Minutes and Study Session Notes.

Ross Kelley seconded.

Motion carried.

3. **Additions or Deletions to the Agenda:** None.

4. **Monthly Highlights:** *Randy Cameron, President*

- A. Try our new interactive Winter Recreation Activity Guide available now on our website.
- B. Corbin Art Center is all set for the New Year with new camps for kids ages 6 through 11.
- C. Therapeutic Recreation Services has programs and activities available January through April.
- D. We encourage you to bundle up and enjoy your city parks from a winter perspective.
- E. The Riverfront Park train was in service during the holidays for The North Pole Express, a new seasonal activity featuring a tour of the park and a trip to see Santa.
- F. Skating at the Ice Palace is showing strong attendance with families and kids of all ages.
- G. Public skating sessions are still available as we are only about halfway through the season.
- H. Nearly 12,000 people attended the Gaiser Conservatory Holiday Lights show this year.

5. **Special Guests:**

None.

6. **Motion No. 2:** Andy Dunau motioned to approve claims for the month of December 2013 in the amount of \$1,374,745.46.

Susan Traver seconded.

Speaking to the motion:

Ross Kelley inquired what was included in the Park Cumulative Reserve number of about \$500,000.

Leroy Eadie advised that is was probably a transfer to the Reserve Fund from the Park Fund. Motion carried.

7. **Financial Report & Budget Update:** Kathleen Keck presented the December Financials. The Park Fund Revenue to date is at 88%; the Park Fund Expenditures to date is at 95%. At

this point, we are about half a million dollars over projected net budget. We expect to finish year-end within budget. The Golf Fund revenue to date is 99%; the Golf Fund Expenditures to date is at 95%. The Golf Fund performed better than expected for 2013. Holiday golf sales were at about \$25,000 and those monies will be attributed to 2014.

8. **Riverfront Park Master Plan Update:** *Juliet Sinisterra and Ted McGregor*

The Master Plan is moving forward at a brisk pace with a substantial citizen participation and outreach program in the next few months. Ted shared the 50-75% complete midterm report from the Advisory Committee which will wrap up in March. The committee has really helped to pinpoint what the sticking points will be. The shared values and goals include creating a balance of uses, to add wow factor – a focal point to build around and active programming. Visual openness and flexible space are important to the Committee. Complete items include a strong North-South promenade, supporting a Field House and adding compatible uses if that happens and better vehicle access off Washington. Not yet completed items include the location of the carousel and Ice Palace and specific uses on the North Bank. Policy changes that may need to be made include creating leasable space, creating a conduit for programming and safety improvements. What the committee is subtracting from the park are the IMAX Theater and the amusement rides.

Ross Kelley commended Ted McGregor and the Committee's efforts and hopes they will stay on to help implement. Ted responded with thanking the Board with opening up and allowing comments on what is essentially the running of their business. Ken posed a suggestion that this group considers growing into a Friends of group.

9. **Foundation Report:** *Leroy Eadie*

- A. Leroy reported that all 2013 grant reports are due by January 31, 2014 and must be completed in order to be eligible for 2014 funds. 2014 grant applications are being accepted now and are due by January 31, 2014.
- B. The Foundation has started a rebranding process and has a new mission, vision and values.

10. **Special Discussion/Action Items:**

- A. None.

11. **Committee Reports – Action Items:**

Golf Committee: December 18, 2013, *Ross Kelley*

- A. There was a 2014 marketing update.
- B. There was an update on the Point of Sale Software. Should be complete by mid-February.
- C. There was an update on the Pterra Communications for the Creek at Qualchan.
- D. There was a financial update.
- E. Holiday sales were successful.
- F. There was an update on the course conditions. Looking at tree forestry management at Indian Canyon.

Land Committee: January 6, 2014 – *Ken Van Voorhis*

- A. Leroy Eadie provided background regarding the South Regal Land Swap Phase 1 resolution that arose from a proposed letter of intent. Maps of the properties in question were shown along with KXLY's proposed access road through current Park property. Leroy advised that the resolution will not approve the access road but will recognize that both parties are

interested in having discussions. The general concept being that improvements to the Southside Sports Complex be made in exchange for allowing an access road.

Motion No. 3: Ken Van Voorhis moved to approve the South Regal Land Swap Phase 1 resolution.

Susan Traver seconded.

Speaking to the motion:

Chris Wright stated that while he is in favor of the motion he has friendly amendments to the second page of the resolution. The first being to insert a clause to the second whereas after Southside Sports Complex ', *while preserving full recreational value of the complex, and*'. The second being on the fourth whereas to strikeout '*WHEREAS, the Park Board has no intention through any future agreement with KXLY to decrease recreational value of the Southside Sports Complex, and*'. Change the last paragraph to read '*NOW THEREFORE, IT IS HEREBY RESOLVED that the Park Board generally agrees to the attached conceptual Site Plan & Letter of Intent describing the desire of Parks and KXLY to work together in the coming months on an agreement to allow access across Park property in exchange for equal value improvements to the Southside Sports Complex, subject to any provisions in the Spokane City Charter restricting the sale or exchange of Park property without a public vote.*' Chris advised that he would be opposed to a long term lease as it is essentially the same as a sale on property that is subject to a public vote.

Susan Traver inquired of Pat Dalton if this worked.

Pat Dalton agreed with the changes.

Ken Van Voorhis accepted the amendments.

Susan Traver accepted the amendments.

Mike Allen requested that a copy of this resolution be sent to the South Gate Neighborhood Council.

Jim Santorsola requested an existing land map with a scale.

Motion carried.

- B. Ben Burr Trail – Ken Van Voorhis read portions of the charter language included in the resolution to remind the Board of their duties. Sam Mace and Michelle Welch came forward to explain the neighborhood's concerns over both the planning process of the improvements to the trail and the impacts to the section of the trail from Fiske down to Liberty Park. The trail is considered to be a nature trail by the residents. The neighborhood is located close to the freeway and there is a lot of pavement. Concern is that upgrading the trail to ADA requirements will change the character of the trail. The neighborhood requests that the section between Fiske and Pittsburg be left in a more natural state. The neighborhood has concerns with the process as they are in complete contrast to prior plans and feel that they were not included before the grant process started. They also feel that presentations given to other community centers portrayed their neighborhood as incorrectly supporting the plan. A CSO tank project is already planned and the combination of adding this project will be disruptive. They requested that the Ben Burr Trail project be postponed.

Ken advised that the resolution would support the City of Spokane moving forward in securing federal dollars for improvements on Ben Burr Trail to include acquisition of property to connect to the Centennial Trail in the U-district. Ken read portions of the resolution.

Motion No. 4: Ken Van Voorhis moved to approve the Ben Burr Trail Improvement resolution.

Kristine Meyer seconded.

Speaking to the motion:

Chris Wright asked what neighborhood groups Sam and Michelle were affiliated with and if this had been voted on.

Sam Mace responded with East Central Neighborhood Council and that they had voted to oppose the plans at their December meeting.

Chris Wright inquired if the plan they had seen was different then what was being presented today.

Sam Mace advised that the current plan differed from neighborhood plans for improvements that had been developed since the mid 1980s. She also stated that the neighborhood council had spoken with the City regarding finding funding but had no idea that federal funding would entail retaining walls, railings, widening the trail and tree removal. There was just not that communication.

Mike Allen shared his perspective that six years ago or so as they began looking for grant dollars the neighborhood was involved. However, the neighborhood did not anticipate that when the process went through and the grant money came, it came with many specific requirements of ADA access through that area. The neighborhood has been very adamant that they are not interested in doing it and the other neighborhood councils and other user groups are interested in supporting it. It is a community asset but it resides within their neighborhood.

Susan Traver inquired of Sam if a lot of her frustration and angst comes from the process and then if that could be set aside and look at the bigger picture that this is a public asset. The process probably did not go right as far as involvement and notification. Could the neighborhood put that aside and look at the bigger picture of providing access for ADA and for more people in Spokane.

Sam Mace clarified that is not just people that live in the neighborhood that don't want the trail paved. She recently turned in 50 more comments to the City opposing the project of which a significant portion came from other neighborhoods. Her opinion is that other neighborhood councils are still considering resolutions on this and there may be others that oppose the project. She considered the presentation given to the other neighborhood councils to be misleading as to what the negative aspects of this will be. The process has been integral.

Mike Allen requested that Sam share what she and the neighborhood consider the negative aspects that the City Planner and staff are exuding in these neighborhood council meetings.

Sam Mace advised that the City is portraying the neighborhood in a bad light, that the drawings included in the presentation are not drawn to scale which doesn't give an accurate representation of how this will change the character of the trail and misled that the East Central Neighborhood Council is behind the project. The neighborhood does not have a lot of natural amenities: Underhill Park, Ben Burr Trail and Liberty Park, which has a freeway running through it.

Leroy Eadie advised that there was a lot of support for the project for a number of years and no one knew what the final design would be. He thinks there are some opportunities for input as what was submitted for the grant was preliminary and not a full design. His experience with trail projects indicates that there will be flexibility in the final design as ADA is something to be interpreted and is not always an absolute. The neighborhood can still be worked with to come up with a way to preserve the natural character of the trail as much as possible. Leroy suggested that it could be added to the resolution that Engineering Services and himself be directed to work with the East Central neighborhood

during the design process to meet the requirements of the grant but look for ways to mitigate the design as much as possible. Leroy discussed the process since this was the second one this year that educated us on the challenges of the process. Capital Programs goes after federal grant dollars as Parks and Recreation does not have the resources to go after the large federal dollars as they are usually attached to transportation grants. Parks and Recreation needs to do a better job of working with Capital Programs and later Engineering Services who do the preliminary design work to ensure they are all working on the same page and to ensure we are included earlier in the process as the Parks department has more experience with working with neighborhoods.

Preston Potratz thanked Leroy for his clarification. He understood that what they had seen thus far was conceptual design and that the details have not been worked out yet. Preston advised that Sam and Michelle have some legitimate concerns and most of the concerns can be overcome and be addressed in the details. He would like to see some way for the neighborhood to have input on the final design details.

Chris Wright proposed an amendment:

*WHEREAS, the Park Board believes there are still legitimate public concerns regarding the final design of the Ben Burr Trail,
NOW THEREFORE, IT IS HEREBY RESOLVED that the Spokane Park Board supports the improvements to and extension of the Ben Burr Trail as conceptually presented by the City of Spokane Engineering Services Department, and encourages the Engineering Services Department to coordinate with the Parks Department to ensure public and park staff input in the final design.*

Andy Dunau made a friendly amendment that 'encourages' be changed to 'requires'.

Ken Van Voorhis accepted the amendments.

Ross Kelley stressed that Engineering Services continue to keep safety concerns in mind as the design moves forward and that the trail may need to be wider than 6 feet, walls put in place to lessen maintenance needs and possibly have railings added. The trail needs to be safe for everybody. Ross inquired if a line regarding meeting safety standards needed to be added to the resolution.

Leroy Eadie advised that we will not have any options there; safety will be required by the grant and will be advocated for by our staff.

Mike Allen inquired as to how the Park Board could reengage with this process after this.

Leroy Eadie advised that a process proposal should be put through the Land Committee as to how we oversee design, using this one as a pilot of a way to improve the design process with Engineering Services and Capital Programs to include opportunities to meet with the neighborhood. He proposed bringing back a more complete conceptual design after meeting with the neighborhood as well as eventually bringing back the final design on this to Land Committee.

Mike Allen thought it would be beneficial for the Board to understand the requirements of the grant itself.

Leroy Eadie agreed that the requirements of the grant could be brought to the Land Committee as an earlier step in the process. The Centennial Trail extension project was brought up as one where some flexibility in ADA requirements was achieved and had Parks gotten involved in the process earlier and brought it to Land Committee; we could have affected that design earlier.

Randy Cameron requested that Ken Van Voorhis as Land Committee Chair add this project to standing report items so it could be tracked.

Ken Van Voorhis stated that he was in full support of that as the design needs to be very site-specific before it goes out. He also agreed with Ross that a system needs to be

created within the whole of Parks to be safe for all users. The trail cannot be viewed as only being available for certain users and there is a need to recognize people at every level of access. We are not too late on this project, it is a pilot opportunity.

Susan Traver stated that there was a process snafu between departments within City Hall. The Park Board should have been read in earlier as it is on Park land. One concern that she heard was regarding large mature trees in that area and she hoped that Urban Forestry had been read in on the project and if not, will need to be part of this process.

Mike Allen suggested that it might be useful to reach out to Capital Programs and inquire what other projects like this might be in the works so that we can get out in front of them.

Randy Cameron thanked the commentators, Sam and Michelle, for the respectful way that they approached the Board and presented some points that the Board was not aware of and advised that they will have a voice and that it will be helpful with future projects.

Kristine Meyer agreed to the amendments.

Randy Cameron advised Sam and Michelle that Land Committee is a public meeting and they are welcome to attend.

Motion carried.

- C. Centennial Trail / Kendall Yards – Staff reviewed the year-end meeting with Greenstone, which focused on: the trail and landscape maintenance agreement; planned trail amenities; and other outstanding items. A Board Member requested a commendation be issued regarding large obstacle removal from under the Monroe Street Bridge.
- D. High Drive Improvements – Business and Development Staff, Jan Quintrall, provided a comprehensive overview of the project.
- E. Centennial Trail Interagency Cooperative Agreement – The agreement is between agencies associated with management of the entire Centennial Trail. Staffs of all involved agencies have been developing an updated agreement. The topic is expected to remain a discussion item for a few months.
- F. Kendall Yards/Centennial Trail/Veterans Court – Kendall Yards and Centennial Trail were discussed earlier. This spring Greenstone brought in a dry stack basalt retaining wall along the north edge of Veterans Court, filled behind it and landscaped, and will donate the associated boulders.
- G. Capital Projects – A written report was provided and reviewed.
- H. Operations Division Financial Report – A written report through the end of November was provided. Staff anticipates financials to continue tracking as expected.

Recreation Committee: January 2, 2014 – *Susan Traver*

- A. There was discussion on the Center Van Agreements.
- B. There was a presentation by the Spokane South Little League.
- C. There was a discussion on the Under the Freeway Capital Funding.
- D. There was a discussion on the Aquatics Program.
- E. There was a demonstration on the Electronic Registration and Activity Guide.

Riverfront Park Committee: January 6, 2014 – *Chris Wright*

Motion No. 5: Chris Wright moved to approve the IMAX 2014 contract in the amount of \$32,500.

Ken Van Voorhis seconded.

Motion carried.

- A. December, 2013, Riverfront Park Operations – Staff gave a PowerPoint presentation. A

- printed outline version was also provided.
- B. 2013 Riverfront Park Annual Report – Staff gave a PowerPoint presentation. A printed outline version was also provided.
 - C. 2014 Capital – A written list was provided and reviewed. Revenue projections for the kiosk, food service equipment, river side dining and fencing, and reader board line items were requested.
 - D. The Riverfront Park Master Plan Advisory Committee – The Advisory Committee Chairperson will present a 50% report at the January Park Board meeting. Architectural and landscape consultants are being hired to develop conceptual renderings for Advisory Committee and Park Board use. Messaging framework is being refined. An estimated conceptual construction budget and potential financing options were reviewed.
 - E. Financial Reports - Written reports were provided. Expectations are for the final 2013 reports to show expense savings exceed revenue shortfalls. The Committee Chairperson encouraged review of revenue declines and expenditure savings information with any resulting questions to be brought to the February meeting.

Finance Committee: January 7, 2014, *Andy Dunau*

- A. Andy Dunau provided background on the update to the Park Board Financial Management Policy, last updated in December 2005. It creates consistency between financial policies and formally adopts some informal practices the Board has been using over the past couple of years. Updates include maintaining the six year capital plan, first put into place last year and the Park Board's goal of maintaining within the Park Fund budget a 7% annual operating reserve, an increase from the current policy of 3%.

Motion No. 6: Andy Dunau moved to approve the Park Board Financial Management Policy.

Ken Van Voorhis seconded.

Motion carried.

- B. Financial Reports – Written reports were provided and reviewed by Staff. Committee consensus was: to allow moving Urban Forestry excess net income into a fleet replacement need they have identified; and to direct Staff to explore budget implications of putting something on the ballot, and research the incremental cost of adding other items on the ballot.
- C. 2014 Capital Plan – A written list, and excerpt from the 2008 Bond Ordinance were provided. Committee consensus was to create a Finance Committee Sub-Committee. Andy Dunau & Mike Allen will create an agenda and schedule a meeting. Lead Staff will notify the Parks Director. The City Council Liaison requested the Mayor be asked to task one of his team members to provide financial analysis on modeling.
- D. Ken thanked Andy for all his work this year, doing a phenomenal job.

Urban Forestry Tree Committee: January 3, 2014 – *Ken Van Voorhis*

- A. There was a 2013 Urban Forestry draft annual report presented.
- B. 2014 Annual Work Plan for Urban Forestry was presented.
- C. There was an update by the Citizen Advisory Committee.
- D. The Urban Forestry Staff Report was reviewed.

By-Laws Committee: Did not meet.

12. **Reports:**

Park Board President: *Randy Cameron*

1. Randy advised that he will be sending out the annual evaluation for Parks and Recreation Director to the Board.
2. Randy advised that he has tasked Susan Traver with chairing the committee for President and Vice President elections.

Liaison Reports:

1. Conservation Futures Liaison – *Ken VanVoorhis, No report*
2. Parks Foundation Liaison – *Susan Traver, No report*
3. Council Liaison – *Councilman Mike Allen*
Mike announced that this year's Building Dreams kickoff event will be February 5th, 7:30am at West Central Community Center.
4. Parks Department Revenue & Sponsorship Subcommittee – *Councilman Mike Allen*
Mike advised of an upcoming RFP Reader Board meeting to look at potential partnerships.

Director's Report: *Leroy Eadie*

1. Leroy Eadie advised that the Mayor would be hanging a Seahawks 12th Man Flag on the Clock Tower tomorrow.
2. Leroy advised that staff is working on the annual report to present in February.
3. Leroy updated the board on the status of the new positions for 2014: Recreation Director job description has been approved by Human Resources and advertising will begin early next week and interviews are anticipated for late January or early February, Riverfront Park / Entertainment Director job description is in the works with input from HR, Executive Officer job description is being created.
4. Leroy also thanked Councilman Mike Allen for taking an active role, taking on some of the committees and assisting with the Pepsi contract for Riverfront Park.
5. Leroy thanked the management team, especially the directors and acting directors for their work and for working together well as a team.

13. **Correspondence:**

A. Newsletters:

Southside Senior & Community Center
Corbin Senior Activity Center

14. **Public Comments:**

Public comments from Sam Mace and Michelle Welch were heard prior to the Board's vote on the Ben Burr Trail Improvement resolution.

15. **Adjournment:** 3:21 p.m.

A. Next Committee meeting dates:

Golf Committee: January 15, 2014, 8:00 a.m., City Hall Conference Room 5A

Land Committee: February 5, 2014, 3:00 p.m., City Hall Conference Room 5A

Recreation Committee: February 6, 2014, 3:30 p.m. City Hall Conference Room 5A

Riverfront Park Committee: February 10, 2014, 8:05 a.m., City Hall Tribal Conference

Finance Committee: February 11, 2014, 3:00 p.m., City Hall Conference Room 5A

Urban Forestry Committee: February 4, 2014, 4:15 p.m., Woodland Center

B. Next Park Board meeting date: February 13, 2014, 1:30 p.m., City Council Chambers

C. Next Park Board Study Session: February 13, 2014, 3:30 p.m., City Hall Conference Room 5A