SPokane Park Board
April 10, 2014 Regular Monthly Meeting
1:30 P.M., City Council Chambers

Minutes

1. Roll Call: Leesa Van Zandt

Park Board Members Present: Randy Cameron, President; Chris Wright, Vice President; Leroy Eadie; Jim Santorsola; Sam Selinger; Susan Traver; Ken Van Voorhis; Preston Potratz; Kristine Meyer; and Councilman Mike Allen

Park Board Members Absent Excused: Andy Dunau

Staff Present: Nancy Goodspeed, Carl Strong, Garrett Jones, Tony Madunich, Rebecca Madany, Al Vorderbrueggen, Angel Spell, Sam Song, Aaron Champagne and Debbie Dodson

2. Motion No. 1: Ross Kelley motioned to approve the March 13, 2014 Regular Park Board Meeting Minutes and Study Session Notes, with the addition of Ross Kelley being present at the March 13, 2014 Regular Park Board meeting and Study Session. Preston Potratz seconded. Motion carried.

3. Additions or Deletions to the Agenda: None.

4. Monthly Highlights:
   A. If you’ve got spring fever and have planting in mind, specifically planting trees in mind, be sure to check with Urban Forestry before you make a purchase or dig a hole. On the Urban Forestry website you’ll find information on specifications, approved types of trees and a variety of additional information about our urban forest.
   B. Bring the whole family to the John A. Finch Arboretum on April 26 for lots of fun and FREE activities for all ages. Spokane’s Arbor Day celebration will take place from 11 am to 2 pm, April 26, rain or shine at the Arboretum.
   C. It may be raining outside, but inside the Gaiser Conservatory in Manito Park you’ll find nothing but blooms! The Conservatory is open from 8:00 a.m. to 6:00 p.m. daily, and just occasionally closes on Wednesdays for pest control. A stroll thru the Conservatory is sure to prepare you for spring!
   D. The Recreation Department is gearing up for the summer camp season and reminds participants that now is the best time to pick out the camps you want to attend and to register now. Camps start June 16th!
   E. The Spring Recreation Activity Guide is now available Interactively on our website. We encourage you to check out all the new programs as well as seasonal favorites. And remember, the easiest and fastest way to register is to go on-line and use the interactive guide.
   F. Camps are very popular again this year, and we’ve got camps for nearly all ages and all abilities including Teen Camps for ages 12-16, Aquatic Camps, Tennis Camps and Sports Camps for Pre-school Ages 0-5. For ages 3 – 5, and 6 -11 Corbin Kids Camps feature Fine Arts & Crafts Summer Camps and Workshops. Funshine Day Camp offers specialized and adaptive services for individuals with disabilities.
   G. Additionally, the Therapeutic Recreation Services Spring and Summer guide is also now
available and offers activities March thru July.

H. Attention golfers! All four city golf courses are now open and we’re signing up lessons for Adult Golf Sessions, Senior and Junior Golf Sessions. Sign up online or by phone via My Spokane.

I. The swim season is not all that far off and staff is already busy preparing. What’s happening now in the Aquatics Department? Staff is currently interviewing and taking applications for the summer season. Open positions include managers, cashiers and lifeguards.

J. What’s new in Aquatics for Summer 2014 you might ask? We are happy to announce the addition of more swim lessons, and expanded senior center open swim times. We are also teaming up with kids’ sports camps including the Skyhawks & Soccertots. Pools open for the season June 16th, just nine weeks away!

K. This year we’re celebrating the 40th Anniversary of EXPO ’74 with special Riverfront Park Summer Season Pass pricing. This Early Bird Discount Sale offers the best price of the season with unlimited admission to the Carrousel and Amusement rides including the Ferris Wheel, Tilt A Whirl, Tour Train, Dragon Coaster and much, much more! Season passes also include discounts on IMAX shows.

L. And speaking of the IMAX, the Theatre is now open for the 2014 season with a full schedule. See the website for show times.

M. The historic 1909 Looff Carrousel is also back from its annual planned maintenance hiatus with expanding hours of operation. The Carrousel will begin full-time, 7 days a week operation May 2.

N. So, as you can see we’ve got a fun-filled summer jam packed with camps, lessons and lots of fun activities. Browse through our interactive Activity Guide and then register early to get the classes you want. And don’t forget, registering on-line is the quickest way to sign up for any of our classes.

O. Work is continuing on schedule with the Riverfront Park Master Plan. Park Board will be hosting two public comment meetings regarding the Master Plan and recommendations on new and existing Park uses. The public comment meetings will be held on Thursday, April 17th and Thursday, April 24th at 6 pm. in the Council Chambers of City Hall.

5. **Special Guests:**

A. SYSCA Update – Bonnie McDade, Executive Director, Southside Senior & Community Center; and Kate Green, Executive Director, Northeast Youth Center

Bonnie McDate updated the Board that for the first quarter of 2014, there has been 181,000 hours of Volunteer Participation. Kate Green updated the Board on the “Building Dreams” fundraiser on May 10th at 6 p.m. at the Spokane Convention Center, tickets are $40.00. The youth center just purchased their Riverfront Park passes this week. Kate Green has been working with Ryan Griffith on providing outdoor activities. Kate Green is working with the Parks Foundation on swim lessons. As a pilot program, 20 kids will receive swim lessons in early June. Bonnie McDade reported that two of the senior center representatives will be giving input on the changes to Riverfront Park specifically addressing seniors’ needs. Corbin Senior Center’s Movin’ and Grovin’ Health Fair was a success. Hillyard Senior Center hosted a birthday luncheon banana split event. Mid-City Concerns has a new kitchen. Project Joy’s 52 piece orchestra will play at the Veteran’s Cemetery on Memorial Day. The Southside Senior Center is having their annual meeting next month where the Project Joy orchestra will play again. The Southside Senior Center hosted a luncheon for the Volunteers. The Sinto Senior Center is working with EWU on a program to target the new baby boomer population.
6. **Motion No. 2:** Susan Traver motioned to approve claims for the month of March 2014 in the amount of $808,150.19.
   Ross Kelley seconded.
   Motion carried.

7. **Financial Report & Budget Update:** – *Rebecca Madany*
   Rebecca Madany presented the March Financials. The Park Fund Revenue to date is at 100%; the Park Fund Expenditures to date is at 109%.

8. **Special Discussion/Action Items:**
   A. **Approval of Two Resolutions – Leroy Eadie**
      Leroy Eadie presented two resolutions supporting Parks and Recreation grant applications to the Washington State Recreation & Conservation Office. The Washington State Recreation & Conservation Office (RCO) does now require an approved resolution as part of our application. The first grant project is completion of the Mirror Pond Improvements. That grant application will be a little over $300,000 which is what is needed to complete that project. Our match on this grant will equal what we have already committed to in our capital plan ($60,000) as the rest will be funded by other grants and the Friends of Manito. The second grant project is design and construction of a Universal Baseball Field at Mission Park. This is the field that we discussed a while back that is a partnership with the Cal Ripken Sr. Foundation. The projected costs is around $1 million. Cal Ripken Sr. Foundation will fund 50% of the total project costs which can count as our match.

   **Motion No. 3:** Sam Selinger moved to approve the Mirror Pond Resolution as presented.
   Ross Kelley seconded.
   Motion carried.

   **Motion No. 4:** Ross Kelley moved to approve the Universal Baseball Field Resolution.
   Susan Traver seconded.
   Motion carried.

9. **Foundation Report:** – *Heather Beebe-Stevens, Executive Director*
   Heather Beebe-Stevens updated the Board on the Expo '74 Gala. The Foundation’s website has been rebuilt and will go live tomorrow. There is also a new website for the Expo '74 event, www.expo74.org. The Foundation is still taking sponsorships. The 2014 grant awards have been decided. The Northeast Youth Center will receive a $4,000 grant; the Friends of Manito will receive $400; the Peaceful Valley Community Center will receive $3,000; Valleyfest will receive $1,000; Spokane County Parks will receive $2,725 for swimming lessons; the MAC will receive $5,000; Therapeutic Recreation Service will receive $1,000; City of Spokane Parks will receive $4,800 for swimming lessons; and the Sister Cities will receive $7,500. Heather Beebe-Stevens distributed invitations and newsletter to the Park Board members.

10. **Committee Reports – Action Items:**
    **Golf Committee:** March 19, 2014, Ross Kelley
    A. There was discussion on proposed changes to the “Golf Division Policy & Operations Manual.”
    B. There was an update on POS software.
    C. There was an update on the Communications for the Creek at Qualchan.
    D. There was a presentation of Fred Marchant’s 25 service pin with the City of Spokane.
    E. There was a Revenue Enhancement/Advertising Update.
    F. There was an update on course conditions.
    G. Next meeting will be on April 16, 2014 at 7 am at Esmeralda Golf Course.
**Land Committee: April 2, 2014, Ken Van Voorhis**

A. Ken Van Voorhis provided background information on the nomination of Tuscan Ridge as a Spokane County Conservation Futures acquisition in consideration of a $100,000 provisional gift to Parks and Recreation to be used for maintenance and/or capital improvements. If Spokane County Commissioners approve the acquisition of the Tuscan Ridge property and the full amount of the provisional gift is realized, the Land Committee recommends that the Park Board accept ownership of the property. In no way does this motion commit the Park Board to acquire the property with any other funds other than Conservation Futures, or to commit to capital expenditures for improvements for parking and/or access from public roadways.

**Motion No. 5:** Ken Van Voorhis moved to approve the nomination of Tuscan Ridge as a Spokane County Conservation Futures acquisition in consideration of a $100,000 provisional gift to Parks and Recreation to be used for maintenance and/or capital improvements.
Ross Kelley seconded.
Motion carried.

B. Ken Van Voorhis provided background information on the Value Blanket Order with Western Equipment Distributors, Inc. for purchase of Toro park and golf course equipment and repair and replacement parts in the amount up to an estimated annual maximum expenditure of $65,000.

**Motion No. 6:** Ken Van Voorhis moved to approve the Value Blanket Order with Western Equipment Distributors, Inc.
Ross Kelley seconded.
Motion carried.

C. Ken Van Voorhis provided background information on the low bid submitted by Dardan Enterprises in the amount of $159,877.05 for Gaiser Conservatory renovation.

**Motion No. 7:** Ken Van Voorhis moved to approve the low bid submitted by Dardan Enterprises in the amount of $159,877.05 for Gaiser Conservatory renovation.
Kristine Meyer seconded.
Motion carried.

D. Ken Van Voorhis provided background information on the Resolution to sell surplus equipment (portable stage) to Spokane County for $12,500.

**Motion No. 8:** Ken Van Voorhis moved to approve the Resolution to sell surplus equipment (portable stage) to Spokane County for $12,500.
Jim Santorsola seconded.
Motion carried.

E. There was an update on the Division Street Boat Launch, including project history, location, design concepts, and timeline was provided by Staff. Various project aspects were discussed.

F. Ben Burr Trail - Engineering Services Staff has scheduled an informational walk-through of the full length of the trail with various City representatives, and parties both supporting and opposing the project. The resulting report will be presented at a future Committee meeting. Discussion included: Staff participating in the walk-through; previous Board consensus; neighborhood opposition to the project; compromise opportunities; the existing resolution; talking points; final design approval; and the need for early communication between City Departments for joint projects.

G. The next scheduled meeting is April 30, 2014, at 3:00 p.m. in City Hall Tribal Conference Room 1, Fifth Floor of Spokane City Hall.
**Recreation Committee**: April 3, 2014, *Susan Traver*

A. Susan Traver provided background regarding the 2014 Concession Supply Value blanket in the amount of $71,526.23.

**Motion No. 9**: Susan Traver moved to approve the 2014 Concession Supply Value blanket.

Preston Potratz seconded.

Motion carried.

B. There was a “meet and greet” by the Recreation Staff.

C. There was a discussion on the Aquatic Center Age Rule. The Risk Department representative attended. The ages of the child and supervisor of child may be an action item in May, depending on the staff recommendation.

D. There was a 2013 year end Financial Report.

E. There was no Field Allocation Update.

F. There was an Aquatics Strategic Plan Update. Staff is looking intently at attendance numbers.

G. There was no Recreation Program Status Report.

H. The next Recreation Committee meeting will be on Thursday, May 1, 2014 at 3:30 p.m., City Hall Conference Room 5A.

**Riverfront Park Committee**: April 7, 2014, *Chris Wright*

A. There was a Powerpoint Presentation of the March 2014 Riverfront Park Operations Report.

B. There was discussion on the Expo Celebration Planning.

C. There was a report on the Riverfront Park Master Plan Update.

D. The 2013 year end and the 2014 First Quarter Financials were reviewed.

E. The next regularly scheduled Riverfront Park Committee meeting will be May 5, 2014 at 8:05 a.m., City Hall Conference Room 5A, Fifth Floor.

**Finance Committee**: March 11, 2014, *Susan Traver for Andy Dunau*

A. There was an update on the Information Technology Project Plan Update.

B. There was a Riverfront Park Master Plan Finance discussion.

C. The First Quarter Financial Report was given.

D. The First Quarter Budget Transfers were reviewed.

E. There was discussion on the 2015 Budget Calendar and Guidelines.

F. The next regularly scheduled meeting May 6, 2014, at 3:00 p.m. in City Hall Conference Room 5A.

**Urban Forestry Tree Committee**: April 1, 2014, 2014, *Ken Van Voorhis*

A. There was discussion on the Arbor Day Celebration.

B. There was an update on grant projects.

C. There was discussion on the 2015 Urban Forestry budget planning strategies.

D. There was an update by the Citizen Advisory Committee.

E. The Urban Forestry Staff Report was reviewed.

F. Next meeting is scheduled for April 29, 2014 at 4:15 p.m. in the Woodland Center at Finch Arboretum.

**By-Laws Committee**: Did not meet.
12. **Reports:**
   **Park Board President:** *Randy Cameron*
   1. Randy Cameron reported that he had the monthly breakfast with the Mayor. They discussed the details of the 2014 Park Bond and Campaigning; the Riverfront Park Master Plan Public Comment meetings; Stormwater and Park lands.
   2. Randy Cameron reported that Kristine Meyer will be resigning upon the sale of her home. Randy encouraged anyone interested in the vacancy to submit their application to the Mayor’s Office.

**Liaison Reports:**
   1. Conservation Futures Liaison – *Ken VanVoorhis*
      The Committee met and welcomed the new Committee members.
   2. Parks Foundation Liaison – *Susan Traver, No report*
   3. Council Liaison – *Councilman Mike Allen, No report*
      Parks Department Revenue & Sponsorship Subcommittee – *Councilman Mike Allen, No report*

**Director’s Report:** *Leroy Eadie*
   1. Leroy Eadie reported that the dedication for the memorial benches for Dr. Jim Quigley will be on April 25\textsuperscript{th} at 3:30 p.m. around the Rotary Fountain.
   2. Leroy Eadie reported that on Friday, May 2\textsuperscript{nd}, there will be two dedications of the City Plaza. The first one will be 10:30 a.m. and the second one at 11:15 a.m. Park and Recreation staff will maintain the Plaza and Huntington Park. A formal letter will be drafted memorializing the agreement with Avista Corp.
   3. Leroy Eadie thanked all those who participated in the Riverfront Park Citizen Advisory Committee. The April 17\textsuperscript{th} and 24\textsuperscript{th} Special Park Board Meetings will review the Citizen Advisory Committee’s recommendations for Riverfront Park and to take public comment. They will begin at 6:00 p.m. at the City Council Chambers.
   4. The week of April 12\textsuperscript{th} to the 19\textsuperscript{th} is Spokane Gives Volunteer Week. Park Staff will volunteer doing various projects throughout the Community.
   5. Leroy Eadie updated the Board on the KXLY Land Swap Phase 1.
   6. Leroy Eadie reported that Al Vorderbrueggen accepted the Recreation Director position offered by the Park and Recreation Director. Al will need to be appointed the position by Mayor Condon and confirmed by the City Council.

13. **Correspondence:**
   A. Letters: All letters were distributed via email prior to today’s meeting
      None
   B. Newsletters:
      Southside Senior & Community Center
      Corbin Senior Activity Center

14. **Public Comments:**
   None.

15. **Adjournment:** 3:02 p.m.
   A. Next Committee meeting dates:
      Golf Committee: April 16, 2014, 8:00 a.m., City Hall Conference Room 5A
      Land Committee: April 30, 2014, 3:00 p.m., City Hall Conference Room 5A
Recreation Committee: May 1, 2014, 3:30 p.m. City Hall Conference Room 5A
Riverfront Park Committee: May 5, 2014, 8:05 a.m., City Hall Tribal Conference Room 1
Finance Committee: May 6, 2014, 3:00 p.m., City Hall Conference Room 5A
Urban Forestry Committee: April 29, 2014, 4:15 p.m., Woodland Center

B. Next Park Board meeting date: May 8, 2014, 1:30 p.m., City Council Chambers
C. Next Park Board Study Session: May 8, 2014, 3:30 p.m., City Hall Conference Room 5A