



Spokane Park Board

3:30 p.m. Thursday, Aug. 12, 2021
WebEx virtual meeting

Park Board Members:

- X Jennifer Ogden – President
- X Bob Anderson – Vice President
 - Garrett Jones – Secretary (Absent/excused)
- X Jason Conley – Acting Secretary
- X Nick Sumner (Arrived: 3:36 p.m.)
- X Rick Chase (Absent)
- X Greta Gilman
- X Sally Lodato
- X Gerry Sperling
 - Barb Richey (Absent/excused)
- X Hannah Kitz (Left: 5:09 p.m.)
- X Kevin Brownlee
- X Michael Cathcart – City Council liaison (Absent/excused)

Parks Staff:

- Mark Buening
- Fianna Dickson
- Nick Hamad
- Al Vorderbrueggen
- Berry Ellison
- Mark Poirier
- Pamela Clarke

Guests:

- Harlan Henderson
- Paul Knowles
- Kelly Brown
- Terri Fortner
- James Richman
- Andy Boyd
- Shae Blackwell

MINUTES

(Click [HERE](#) to view a video recording of the meeting.)

1. **Roll call:** Jennifer Ogden
See above
2. **Additions or deletions to the agenda**
 - A. None
3. **Public comment**
 - A. Andy Boyd requested a meeting with the appropriate Park Board members and staff to share ideas on potential funding opportunities for improvements at Indian Canyon Golf Course. Golf Committee chair Gerry Sperling and Golf manager Mark Poirier said they look forward to meeting with Mr. Boyd to discuss these ideas.
4. **Consent agenda**
 - A. Administrative and Committee-level items
 - 1) [July 8, 2021, regular Park Board meeting minutes](#)
 - 2) [Claims – July 2021 \(\\$2,908,930.93\)](#)
 - 3) [ACI Northwest Inc. contract/Indian Canyon Golf Course restaurant HVAC replacement \(\\$29,800, plus tax\)](#)
 - 4) [Doppelmayr USA sole source resolution](#)
 - 5) [Spokane Investment Pool \(SIP\) third installment resolution/Golf capital improvements](#)

Motion #1 – Jennifer Ogden moved to approve consent agenda items #1- 5, as

presented.

Bob Anderson seconded.

The motion passed with unanimous consent (8-0 vote).

5. **Special guests**

A. [Spokane Youth and Senior Centers Association quarterly update](#) – Project Joy director Harlan Henderson presented a recap of the activities, fundraising accomplishments and participation hours at Spokane's 10 youth, senior and community centers.

6. **Financial report and budget update** – Mark Buening presented the [July financial report and budget update](#). The July operating expenditures for the Park Fund are almost \$84,000 less than the historic budget average. Year-to-date revenues are approximately \$840,000 above the budget average. Revenues are exceeding expenditures approximately \$2.62 million. The July operating expenditures for the Golf Fund is almost \$218,000 more than the budget average. Year-to-date revenues are exceeding the budget average almost than \$864,000. Revenues are exceeding expenditures about \$1.68 million year-to-date. There is a remaining budget of almost \$133,000 of the \$68.4 million Riverfront Park redevelopment budget.

7. **Special discussion/action items**

A. [Riverfront Park East Havermale dog park project update](#) – Nick Hamad presented an update on the Riverfront Park East Havermale dog park. This project initially started a couple of years ago, but was placed on hold during the Covid shutdown. Parks is now rebooting the project and is developing a revised budget for the dog park. The proposed dog park would surround the existing Forestry Pavilion which will offer shelter, restrooms and rest areas for the dogs' companions. A promotional piece, designed to support fundraising efforts, is expected to be completed in a couple of weeks. Staff is also seeking public input. Jennifer Ogden would like to see the Dog Park Ad Hoc Committee reconvene to assist with the project. Committee members include Bob Anderson, Rick Chase, Kevin Brownlee, Terri Fortner with the Parks Foundation, and a representative from the Humane Society. She also suggested an invitation be extended to Josh Wade with Bark Pub, and any other Park Board members who have an interest in joining.

8. **Committee reports**

Urban Forestry Tree Committee: Aug. 3, 2021, Jennifer Ogden

A. Action items: None

B. The next regularly scheduled meeting is 4:15 p.m. Aug. 31, 2021, via WebEx.

Golf Committee: Aug. 10, 2021, Gerry Sperling

A. Action items: None

B. The next scheduled meeting is 8 a.m. Sept. 7, 2021, via WebEx.

Land Committee: Aug. 4, 2021, Greta Gilman

A. [Easements across public park property as a part of Beacon Hill 05-16 \(Raynor Property\) acquisition](#) – Nick Hamad presented a proposal to authorize easements as part of the purchase of the Rayner parcels for the Make Beacon Hill Public grant-funded project. The first easement requested by the owner is for a pathway across public park property to provide pedestrian, bicycle and golf cart access to connect a future development to park property. The second would be a sewer line easement.

Motion #2 – Greta Gilman moved to the easements across public park property as a part of Beacon Hill 05-16 (Raynor property) acquisition as presented.

Gerry Sperling seconded.

The motion passed with unanimous consent (8-0 vote).

B. The next scheduled meeting is 4 p.m. Sept. 1, 2021, via WebEx.

Recreation Committee: Aug. 4, 2021, Sally Lodato

A. Action items: None

B. The next scheduled meeting is 5:15 p.m. Sept. 1, 2021, via WebEx.

Riverfront Park Committee: Aug. 9, 2021, Nick Sumner

A. [Coffman Engineers phase I design contract/Lilac Butterfly](#) – Berry Ellison presented an overview of the Coffman Engineers phase I design work on the Lilac Butterfly. The butterfly failed in January 2021. An engineer assessment was performed and it was determined the failure was due to structural deficiencies in the wing structure and pivot point, at top of the mast. Coffman Engineers and specialty consultant Guildworks worked with park staff to study/preliminarily design the aerodynamics, stability, safety, aesthetics, and cost of building a new butterfly. The study was offered to various stakeholders Aug. 2 and was widely accepted as a feasible and attractive alternative to the original design. If the study is approved by the Park Board, the contract may be amended to include final design. Throughout the design process the concepts have been presented to the Save the Butterflies group, Parks Foundation and Riverfront Park Committee. While there have been nostalgic ties to the original design, from a durability, cost and safety standpoint, some diversion from that design is recommended. Mr. Ellison also presented a projected construction cost for a second new butterfly is \$192,450.

Motion #3 – Nick Sumner moved to approve the Lilac Butterfly design by Coffman Engineers and allow Parks to negotiate contract addendum for final design.

Gerry Sperling seconded.

The motion passed with unanimous consent (8-0 vote).

B. [Garco Construction Inc./Veterans Memorial renovation \(\\$56,198.30, tax inclusive\)](#) – Berry Ellison presented an overview of the proposed Veterans Memorial renovation contract with Garco Construction in the amount of \$56,198.30, tax inclusive. The memorial is approximately 37 years old, and in need of restoration and renovation. The Innovia Foundation, Operation Fly Together campaign, and Washington State Department of Veterans Affairs have donated funds to support the restoration. The Park Board authorized use of Bond Funds in the amount of \$20,000. Bids for the restoration were solicited with the lowest bidder being Garco Construction. The project bid includes a base bid scope of work and two additive alternates. The base bid and alternate #2 are within budget. Additional work for alternate #2 can be completed in a separate phase in the future. Jennifer Ogden requested staff to consider adding an interpretive sign telling the story of how the monument was first created. Park Board members expressed strong support for soliciting and finding the funds to complete the Veterans Memorial renovation in its full design with both alternates to honor the debt we all owe our veterans.

Motion #4 – Nick Sumner moved to approve the Veterans Memorial renovation contract with Garco Construction, Inc., base bid and alternate #2 in the amount of

\$56,198.30, tax inclusive.

Bob Anderson seconded.

The motion passed with unanimous consent (8-0 vote).

C. The next scheduled meeting is 4 p.m. Sept. 2, 2021, via WebEx.

Finance Committee: Aug. 10, 2021, Bob Anderson

A. [2022 budget calendar and budget priorities](#) – Mark Buening presented an overview of the [budget calendar](#). This month, the initial draft of the budget was presented to the Park Board committees who have the opportunity to ask questions or request any additional clarification of information. Recommendations will be forwarded to the Finance Committee by no later than Sept. 7. Due to the timing of the process, additional refinements will continue through the month of September. Any public comments may be made at the Sept. 9 Park Board meeting. The board is scheduled to adopt the final requested 2022 budget at the Oct. 14 Park Board meeting. Mr. Buening noted that minor changes typically continue to occur between the time board adopts the budget and when it is transferred to City Council. Finally, the Parks budget will be included in the City budget and transmitted to City Council by early November. An overview of the [budget priorities](#) was also presented.

Motion #5 – Bob Anderson moved to approve the 2022 budget calendar and budget priorities as presented.

Greta Gilman seconded.

The motion passed with unanimous consent (8-0 vote).

B. The next regularly scheduled meeting is 3 p.m. Sept. 7, 2021, via WebEx.

Development and Volunteer Committee: Bob Anderson

A. [DVC Citizen Advisory Committee structure and DVC non-Park Board member](#) – Fianna Dickson presented an overview of the proposed membership structure and committee appointment process for the DVC Citizen Advisory Committee and DVC. In efforts to maintain consistency and continuity, the DVC recommends the Park Board align the new DVC CAC with the existing Urban Forestry Tree Committee CAC in terms of structure and committee appointments. The CACs will have identical processes for selecting the committee chair, and how the committee establishes its own rules and procedures. Some items need be slightly tailored to the DVC CAC, including: 1) members of the DVC CAC will serve staggered two-year terms, rather than four years as it is for UF CAC; and 2) members may serve two consecutive terms to a maximum of four years. There may be up to four members on the DVC who are not members of the Park Board. The DVC recommends these non-Park Board member appointments shall be two-year terms and will be signed off by the director of Parks and Recreation.

Hannah Kitz left the meeting at 5:09 p.m.

Motion #6 – Bob Anderson moved to approve the DVC and DVC CAC structure matrix as presented.

Gerry Sperling seconded.

The motion passed with unanimous consent (7-0 vote).

B. The next regularly scheduled meeting is 3:30 p.m. Sept. 27, 2021, via WebEx.

9. **Reports**

A. **Park Board President:** Jennifer Ogden

- 1) Park Board retreat – She reminded Park Board members the retreat is scheduled for 11:30 a.m. to 4 p.m. Wednesday, Sept. 29.
- 2) Citizens involvement/input – Citizens have until 10 p.m. Monday, Aug. 16, to submit their Master Plan survey responses. She also urged citizens to provide input relating to the proposed Expo Butterfly design. If anyone is interested in providing funds for the second Expo Butterfly restoration project, she encouraged them to reach out to any Park Board member, the Parks Foundation or Park staff. Ms. Ogden also asked for fundraising volunteers and donor support to help with the Vietnam Veterans Memorial restoration project.

B. **Liaisons**

- 1) Conservation Futures – Greta Gilman reported the Conservation Futures nominations period ended July 31. CF staff will begin reviewing and compiling nominations submittals, and will prepare them for review and evaluation in September. Following a public outreach component of process, a nomination list will be released Sept. 29.
- 2) Parks Foundation – Terri Fortner reported the foundation was able to provide scholarships for 89 full lifeguard certifications and 19 recertifications for the city of Spokane. The foundation will celebrate its 70th birthday during a virtual gala Oct. 7.
- 3) City Council – No report given.

C. **Director:** Jason Conley

- 1) Concert series kickoff – The paid concert series begins with the Primus concert Friday, Aug. 13, followed by Nathaniel Rateliff & The Night Sweats on Sunday, Aug. 13. Later in the month, the Spokane Symphony will be a featured performer at Pig Out in the Park which is set for Sept. 1-6.
- 2) Cooling centers – Mr. Conley thanked staff for their efforts in making cooling centers available at the SkyRide and the Carrousel during days when temperatures reach 95+ degrees.
- 3) City Golf Tournament – The three-day tourney is set for Aug. 27 - 29 at Downriver, Esmeralda and Indian Canyon golf courses. Registration is still open.

10. **Executive Session**

A. None

11. **Correspondence**

A. Letters/email: [Funding for Indian Canyon Golf Course](#)

12. **Adjournment:** The meeting was adjourned at 5:25 p.m.

13. **Meeting Dates**

A. Committee meeting dates:

- Urban Forestry Tree Committee: 4:15 p.m. Aug. 31, 2021, via WebEx
- Land Committee: 3:30 p.m. Sept. 1, 2021, via WebEx
- Recreation Committee: 5:15 p.m. Sept. 1, 2021, via WebEx
- Riverfront Park Committee: 4 p.m. Sept. 2, 2021, via WebEx
- Golf Committee: 8 a.m. Sept. 7, 2021, via WebEx
- Finance Committee: 3 p.m. Sept. 7, 2021, via WebEx
- Development and Volunteer Committee: 3:30 p.m. Sept. 27
- B. Park Board: 3:30 p.m. Sept. 9, 2021, via WebEx
- C. Park Board Retreat: 11:30 a.m. – 4 p.m. Sept. 29
- D. Park Board Study Session: No session scheduled at this time.

Minutes approved by: Garrett Jones
Garrett Jones, Director of Parks and Recreation



Spokane Park Board

3:30 p.m. July 8, 2021

WebEx virtual meeting

Park Board Members:

- X Jennifer Ogden – President
- X Bob Anderson – Vice President
- X Garrett Jones – Secretary
- X Nick Sumner
- X Rick Chase
- X Greta Gilman
- X Sally Lodato
- X Gerry Sperling
- X Barb Richey
- X Hannah Kitz
- Kevin Brownlee (Absent/excused)
- X Michael Cathcart – City Council liaison

Parks Staff:

- Jason Conley
- Mark Buening
- Fianna Dickson
- Nick Hamad
- Mark Poirier
- Jennifer Papich
- Jonathan Moog
- Al Vorderbrueggen
- Pamela Clarke

Guests:

- Terri Fortner
- Guy Michaelsen
- Melissa Huggins
- Otto Klein
- Monica Tonasket
- Kelly Brown
- Sheldon Jackson
- James Richman
- Lauren Schubring
- Shae Blackwell

MINUTES

(Click [HERE](#) to view a video recording of the meeting.)

1. **Roll Call:** See above
2. **Additions or deletions to the agenda**
 - A. None
3. **Public comment**
 - A. None
4. **Consent agenda**
 - A. Administrative and Committee-level items
 - 1) June 10, 2021, regular Park Board meeting minutes
 - 2) Claims – June 2021 (\$3,890,262.59)
 - 3) Continuation of Parks fleet replacement pilot program (not to exceed \$145,000)

Motion #1– Jennifer Ogden moved to approve consent agenda items #1- 3, as presented.

Gerry Sperling seconded.

The motion passed with unanimous consent (10-0 vote).

5. **Special guests**
 - A. None
6. **Financial report and budget update** – Mark Buening provided the June financial report and budget update. The June operating expenditures for the Park Fund are about \$263,000 less than the historic budget average. Year-to-date revenues are approximately \$564,000 above the budget average. Revenues are exceeding expenditures approximately \$2.56 million. The June operating expenditures for the Golf Fund is almost \$131,000 than the budget average.

Year-to-date revenues are exceeding the budget average more than \$824,000. Revenues are exceeding expenditures more than \$1.36 million year-to-date. There is a remaining budget of almost \$151,000 of the \$68.4 million Riverfront Park redevelopment budget.

7. **Special discussion/action items**

A. None

8. **Committee reports**

Urban Forestry Tree Committee: (The June 29 meeting was canceled.) Rick Chase

A. Action items: None

B. The next regularly scheduled meeting is 4:15 p.m. Aug. 3, 2021, via WebEx.

Golf Committee: July 6, 2021, Gerry Sperling

A. Garland/DBS Inc. roof replacement contract/Indian Canyon (not to exceed \$268,528, plus tax) – Mark Poirier presented an overview of the proposed roof replacement contract with Garland/DBS Inc for work at Indian Canyon Golf Course not to exceed \$268,528, plus tax. The existing roofing has a maximum lifespan of 15-25 years. It was installed about 30 years ago and will be uninsurable soon. The contract proposed includes installation of new OSB sheeting, new underlay and new shingles. The projected completion time is Oct. 31, 2021.

Motion #2– Gerry Sperling moved to approve the roof replacement contract at Indian Canyon with Garland/DBS Inc. not to exceed \$268,528, plus tax.

Barb Richey seconded.

The motion passed with unanimous consent (10-0 vote).

B. The next scheduled meeting is 8 a.m. Aug. 10, 2021, via WebEx.

Land Committee: June 30, 2021, Greta Gilman

A. Franklin Park basketball court mural donation/Spokane Tribe and Spokane Indians Baseball Club – Melissa Huggins presented an overview of the proposed Franklin Park basketball court mural donation from the Spokane Tribe and Spokane Indians Baseball Club. The mural design includes the Salish word for Spokane, as well as other culturally significant imagery including the Spokane River and redband trout. The rendering was approved by the Spokane Indians, Spokane Tribe and the Spokane Arts Commission. If approved, the cost of the mural will be covered by the Spokane Tribe and Spokane Indians with support from Spokane Arts and Hooptown USA. Otto Klein of the Spokane Indians Baseball Club and Monica Tonasket of the Spokane Tribe shared their enthusiasm and support for this collaborative effort.

Motion #3 – Greta Gilman moved to approve the Franklin Park basketball court mural donation from the Spokane Tribe and Spokane Indians Baseball Club.

Sally Lodato seconded.

The motion passed with unanimous consent (10-0 vote).

B. The next scheduled meeting is 3:30 p.m. Aug. 4, 2021, via WebEx.

Recreation Committee: (The June 30 meeting was canceled.) Sally Lodato

A. Action items: None

B. The next scheduled meeting is 5:15 p.m. Aug. 4, 2021, via WebEx.

Riverfront Park Committee: July 1, 2021, Nick Sumner

A. Papillon South Landscape Improvements/Selkirk Development – Guy Michaelson presented an overview of the proposed landscape improvements by Selkirk Development relating to the Papillon South project. Per agreement with Selkirk Development, the Park Board is required to review and offer comment/approval for improvements proposed on park property located at the intersection of Howard and Mallon, Riverfront Park's North Howard Street Gateway. Selkirk is responsible for the cost of these improvements which include outdoor patio space with basalt walls, landscaping, lighting, a wide rail with a view facing the Park Promenade, and added soil for topography creating rolling mounds.

Motion #4 – Nick Sumner moved to approve the landscape improvements by Selkirk Development as presented.

Bob Anderson seconded.

The motion passed with unanimous consent (10-0 vote).

B. Riverfront Park North Bank Dog Park Letter of Intent with The Falls, LLC – Nick Hamad provided an overview of the proposed letter of intent with The Falls setting the groundwork for a dog park on the north bank of Riverfront Park. The Falls is requesting to develop a dog park immediately adjacent the proposed The Falls project as an amenity for the community. It would be located on the north end of the north pedestrian bridge. The early concept includes improved access, lighting, a public access dog park with fencing, and restoring the existing Boy Scout Shelter. The Falls proposes to design and construct the project at no cost to the city and will be responsible for regular maintenance of the facility for 20 years. While the letter of intent does not create a binding legal obligation, it defines the understanding which will be utilized in creating the final agreement with The Falls.

Motion #5 – Nick Sumner moved to approve the letter of intent with The Falls relating to the creation of a dog park on the north bank of Riverfront Park.

Gerry Sperling seconded.

The motion passed with unanimous consent (10-0 vote).

C. Hooptown USA courts memorandum of understanding with Hoopfest – Jonathan Moog provided an overview of the proposed memorandum of understanding with Hooptown USA which will provide Spokane Hoopfest Association exclusive use of Hooptown USA courts for Hoopfest and league play. The document also provides use of the adjacent parking lot for a Hoopfest event and one three-day activation annually. Hoopfest will provide six free public activations and contribute \$3,000 annually to the Hooptown court maintenance fund.

Motion #6 – Nick Sumner moved to approve the memorandum of understanding with Hooptown USA as presented.

Barb Richey seconded.

The motion passed with unanimous consent (10-0 vote).

D. The next scheduled meeting is 4 p.m. Aug. 9, 2021, via WebEx.

Finance Committee: July 6, 2021, Bob Anderson

A. Action item: Presented as a consent agenda item.

B. The next regularly scheduled meeting is 3 p.m. Aug. 10, 2021, via WebEx.

Development and Volunteer Committee: Bob Anderson

A. Action items: None

B. The next meeting is 3 p.m. Aug. 2, 2021, via WebEx.

9. **Reports**

A. **Park Board President:** Jennifer Ogden thanked past and current Park Board members, and staff for making the redevelopment of Riverfront Park a reality. She also thanked staff for their efforts in providing cooling centers during the recent heat crisis. Ms. Ogden thanked staff for being quick on their feet in making last-minute adjustments while hosting Gov. Inslee's press conference at the Pavilion where he announced the reopening of the state.

B. **Liaisons**

- 1) Conservation Futures – Greta Gilman reported the 2021 nomination rounds for future acquisitions are open through July 31.
- 2) Parks Foundation – Terri Fortner provided an overview of the foundation's fundraising efforts.
- 3) City Council – Michael Cathcart encouraged the board to prioritize requests relating to American Recovery Plan funds and to submit those requests as soon as possible. The first disbursement of funds is expected to be spent around Sept. 1. Council member Cathcart submitted preliminary funding requests for planning and developing at Minnehaha, planning and design for other parks in northeast Spokane, as well as dollars for neighborhood and park lighting. He also suggested, as we approach the 50th anniversary of Expo '74, the board consider recognizing the person who helped saved the Clock Tower from being torn down.

C. **Director:** Garrett Jones reported on the following:

- 1) Irrigation – Keeping street trees watered has been a high priority particularly during the record heat experienced in Spokane for the past two weeks.
- 2) Cooling centers – He thanked the mayor's office, staff and the community for pulling together to providing cooling centers during the extreme heat. During the 10-day span, Parks served 730 people.
- 3) Water conservation – Parks is working with the Water Department on target watering, and every-other-day watering in efforts to limit the volume of water used while still keeping parks green.
- 4) Master Plan – The public phase of the master plan process is scheduled to begin next week with surveys on the street, informational pamphlets included in the utility bill mailings and a variety of pop-up events scheduled throughout the community.
- 5) Hybrid meetings – Staff will be working on transitioning over to hybrid public meetings where attendees may join meetings both virtually and in person. More information will be released soon on this transition process.

10. **Executive Session**

A. None

11. **Correspondence:**

A. Letters/email: None

12. **Adjournment:** The meeting was adjourned at 5:03 p.m.

13. **Meeting Dates**

A. Committee meeting dates:

Development and Volunteer Committee: 3 p.m. Aug. 2, via WebEx

- Urban Forestry Committee: 4:15 p.m. Aug. 3, 2021, via WebEx
- Land Committee: 3:30 p.m. Aug. 4, 2021, via WebEx
- Recreation Committee: 5:15 p.m. Aug. 4, 2021, via WebEx
- Riverfront Park Committee: 4 p.m. Aug. 9, 2021, via WebEx
- Golf Committee: 8 a.m. Aug. 10, 2021, via WebEx
- Finance Committee: 3 p.m. Aug. 10, 2021, via WebEx
- B. Park Board: 3:30 p.m. Aug. 12, 2021
- C. Park Board Study Session: No session scheduled at this time.

Minutes approved by: Garrett Jones
Garrett Jones, Director of Parks and Recreation

**CITY OF SPOKANE PARK AND RECREATION DIVISION
JULY 2021 EXPENDITURE CLAIMS
FOR PARK BOARD APPROVAL - AUGUST 12, 2021**

PARKS & RECREATION:

SALARIES & WAGES	\$	1,441,079.15
MAINTENANCE & OPERATIONS	\$	649,140.90
CAPITAL OUTLAY	\$	47,514.74
DEBT SERVICE PAYMENTS	\$	-
PARK CUMULATIVE RESERVE FUND	\$	275,267.29

RFP BOND 2015 IMPROVEMENTS:

CAPITAL OUTLAY	\$	63,784.61
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GOLF:

SALARIES & WAGES	\$	236,990.59
MAINTENANCE & OPERATIONS	\$	186,986.15
CAPITAL OUTLAY	\$	8,167.50
DEBT SERVICE PAYMENTS	\$	-

TOTAL EXPENDITURES:	\$	2,908,930.93
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NOTE: PERIOD 13 & PERIOD 1 - THE BOND VARIES FROM FMS DUE TO TIMING DIFFERENCE
TO WARRANT REPORT

Spokane Park Board

Briefing Paper



Committee	Golf		
Committee meeting date	Aug. 10, 2021		
Requester	Mark Poirier		
Requester phone number	625-4653		
Type of agenda item	<input checked="" type="radio"/> Consent <input type="radio"/> Discussion <input type="radio"/> Information <input type="radio"/> Action		
Type of contract	<input checked="" type="radio"/> New <input type="radio"/> Renewal/extension <input type="radio"/> Amendment/change order <input type="radio"/> Other		
City Clerks file (OPR or policy #)			
Item title: (Use exact language on the agenda)	ACI contract/Indian Canyon restaurant HVAC replacement (\$29,800, plus tax)		
Begin/end dates	Begins: 8/12/2021 Ends: 9/30/2021 <input type="checkbox"/> Open ended		
Impact if not approved at this time	Indian Canyon will not have heat.		
Background/history: The current heating source for Indian Canyon (restaurant) is an original 1930 boiler system. The boiler system is no longer repairable, and will be replaced with an updated/more efficient electric system.			
Recommendation/motion wording: Approve ACI/Indian Canyon HVAC Replacement in the amount of \$29,800, plus tax			
Approvals/signatures outside Parks: <input type="radio"/> Yes <input checked="" type="radio"/> No If so, who/what department, agency or company: Name: _____ Email address: _____ Phone: _____			
Distribution: Parks – Accounting _____ Parks – Pamela Clarke _____ Requester: <u>Mark Poirier</u> _____ Grant Management Department/Name: _____			
Fiscal impact: <input checked="" type="radio"/> Expenditure <input type="radio"/> Revenue Amount: \$29,800, plus tax Budget code: Capital Budget			
Vendor: <input checked="" 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 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 checked="" type="checkbox"/> Business license expiration date: <u>04-30-2022</u> <input type="checkbox"/> Insurance Certificate (min. \$1 million in General Liability)			

UBI#: 601-746-223



6600 N. Government Way
Coeur d'Alene, ID 83815
208-772-5165 or 800-767-3027
208-762-0961 Fax
Public Works 12948-U-1-2-3
Idaho Contractors Registration RCE-2672
Washington ACINOI*922D8
Electrical ACINOI*933NM

July 29, 2021

Attn: General Contractors

PROJECT: INDIAN CANYON GOLF COURSE RESTAURANT HVAC
SUBJECT: HVAC DRY SIDE PROPOSAL

ACI Northwest proposes to furnish and install the HVAC for said project from plans narrative provided. Please see the following scope.

HVAC Includes:

- Provide and install 2 Air Handlers and Air Conditioners
- Provide and install Ductwork Transitions to new Air Handlers
- Flush existing Refrigerate Piping
- Disconnecting and reconnection of existing Electric circuit, Refrigerant lines, and Control wire
- Demo of existing equipment
- Warranty of new equipment
- Start-Up of new equipment
- Permit

HVAC Excludes: Plumbing, electrical, roof cutting/patching, concrete cutting/patching/core holing, concrete pads, gas piping, condensate piping, engineering, cutting/patching, structural/framing, painting, building envelope testing, direct digital controls or energy management systems, commissioning, bonds, TAB services, repair of any building components not effected by removal and install of units, cleaning or repair of existing ductwork and equipment

HVAC Dry Side Proposal\$29,800.00
(Tax not included)

Quote is good for 15 days.

Due to materials and equipment shortages lead times for items may be significantly longer than normal
Please feel free to call if you should have any questions or concern.

Respectfully Submitted,
ACI Northwest, Inc.

Mike Van Hoose
208-772-5165



City of Spokane Invitation To Bid

Project Title: INDIAN CANYON GOLF COURSE RESTAURANT HVAC

SECTION I. BID PREPARATION AND EVALUATION

1. A pre-bid conference will be held on N/A at N/A. The location will be N/A - No pre-bid conference will be held for this project.
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 1:00 PM on July 30th, 2021 to MARK POIRIER at via email at mpoirier@spokanecity.org, 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 form 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 <http://bls.dor.wa.gov> or 1-800-451-7985 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 II. GENERAL REQUIREMENTS

1. SCOPE OF WORK. Unless otherwise stated, the Contractor shall furnish all labor, supervision, materials, tools, construction equipment, transportation, and other items of work and costs necessary to complete the specified Work.
2. PROJECT CONTACT. The Project contact for the City of Spokane is:

Name:	MARK POIRIER
Department:	SPOKANE PARKS AND RECREATION
Phone:	509.625.4653
Email:	MPOIRIER@SPOKANECITY.ORG
3. COMPLETION TIME. All Work under the contract shall be started after the date of Notice To Proceed (NTP). Work once started shall be completed by September 30, 2021.
4. LIQUIDATED DAMAGES. If the Work is not completed within the stated completion time, the Contractor agrees to pay to the City liquidated damages in the amount of \$250.00 for each and every calendar day the work remains uncompleted. Which is a reasonable forecast of the damages likely to occur if Work is unfinished by the completion date.
5. INTENT OF SPECIFICATIONS. The apparent silence or omission in the specifications as to any detail of the Work to be done or materials to be furnished means that the region's best general practice shall prevail, and that material and workmanship of the best quality shall be used. The specifications shall be interpreted on this basis.
6. WASHINGTON STATE RETAIL SALES TAX.
 - A. GENERAL CONSTRUCTION. Retail sales tax, when applicable, will be paid as a separate item, and shall not be included in the Bid price. Sales tax shall be added on the amounts due the Contractor and the Contractor shall be responsible for making payment to the State. The City reserves the right to claim any exemption authorized by law.
 - B. PUBLIC STREET IMPROVEMENTS. If the technical requirements in the specifications indicate that all or a portion of the Work is a "public street improvement" as defined by state law, the Contractor shall include all contractor-paid taxes, including use taxes on materials in its Bid price. The City will NOT pay retail sales tax as a separate item.
7. PERMITS. The Contractor shall be responsible for obtaining at its expense all related and necessary permits required by regulatory agencies.
8. GUARANTY. The Contractor guarantees all work, labor and materials for one (1) year following final acceptance of the Work. If any unsatisfactory condition or defect develops within that time, the Contractor shall immediately place the Work in a satisfactory condition, and further repair all damage caused by the condition or defect at its sole expense. This guarantee shall not apply to Work, which has been abused or neglected by the City.
9. SUBCONTRACTORS. The Contractor shall not award any portion of the Work to any subcontractor without the City's prior approval. The Contractor shall be fully responsible to the City for the acts, errors and omissions of its subcontractors. No contractual relationship shall be created between any subcontractor and the City.
10. INSURANCE. During the term of the Contract, the Contractor shall maintain in force at its own expense, the below insurance coverage(s):
 - a. Worker's Compensation Insurance in compliance with RCW 51.12.020, which requires subject employers to provide workers' compensation coverage for all their subject workers and Employer's Liability Insurance in the amount of \$1,000,000;
 - b. General Liability Insurance on an occurrence basis, with a combined single limit of not less than \$1,000,000 for bodily injury and property damage. It shall include premises and operations, independent contractors, products and completed operations, personal injury liability, and contractual liability coverage for the indemnity provided under the contract. It shall provide that the City, its officers and employees are additional insureds but only with respect to the Contractor's services to be provided under the contract;
 - i. Acceptable supplementary Umbrella insurance coverage, combined with the Contractor's General Liability insurance policy must be a minimum of \$1,500,000, in order to meet the insurance coverages required under this Contract;



City of Spokane Invitation To Bid

- c. Property Insurance if materials and supplies are furnished by the Contractor. The amount of the insurance coverage shall be the value of the materials and supplies of the completed value of the improvement. Hazard or XCU (Explosion, Collapse, Underground) Insurance should be provided if any hazard exists; and
- d. Automobile Liability Insurance with a combined single limit, or the equivalent of not less than \$1,000,000 each accident for bodily injury and property damage, including coverage for owned, hired and non-owned vehicles.

There shall be no cancellation, material change, reduction of limits or intent not to renew insurance coverage(s) without thirty (30) days written notice from the Contractor or its insurer(s) to the City. The Contractor shall furnish acceptable Certificates Of Insurance (COI) to the City at the time it returns the signed Contract. The certificate shall specify the City of Spokane as "additional insured", and all of the parties who are additional insured; as well as applicable policy endorsements and the deduction or retention level. Insuring companies or entities are subject to City acceptance.

- 11. **PERFORMANCE BOND.** The Contractor shall furnish, at its sole expense, a performance and payment bond equal to one hundred percent (100%) of the contract price. The bond shall insure faithful and complete performance of the contract and payment of all obligations to laborers and material men arising from the Project. The bond shall be executed by a Surety company authorized to do business in Washington State, and shall remain in effect for one (1) year following final acceptance of the Work. Unless approved by the City, the Surety's name shall appear on the United States Treasury Department's list of authorized Sureties - Circular 570.

On contracts of \$150,000 or less, in lieu of a surety bond, at the request of the Contractor, the City may retain ten percent (10%) of the contract price for a minimum of forty five (45) days following final acceptance, or until receipt of all releases and settlement of liens, whichever is later, in accord with RCW 39.08.010.

- 12. **PREVAILING WAGES - LOCAL AND STATE ASSISTED CONSTRUCTION.**

- A. The State prevailing rate of wages to be paid to all workmen, laborers or mechanics employed in the performance of any part of this Contract shall be in accordance with the provisions of Chapter 39.12 of the Revised Code of Washington (RCW) and the rules and regulations of the Washington State Department of Labor and Industries (L & I).
- B. The State of Washington prevailing wage rates applicable for this public works project, which is located in Spokane County, may be found at the following website address of the Department of Labor and Industries:
<https://fortress.wa.gov/lni/wagelookup/prvWagelookup.aspx>.

Based on the Bid submittal deadline for this Project, the applicable effective date for State prevailing wages for this Project is July 30, 2021.

- C. If apprentices are to be used, they must be registered with the State Apprenticeship Council; otherwise, they are to be paid State prevailing journeyman wages.
- 13. **RETAINAGE.** Pursuant to chapter 60.28 RCW, the City will retain five percent (5%) (or ten percent (10%) at Contractor's request) from the monies earned by the Contractor. This Retainage shall be held as a trust fund for the protection and payment: (1) to the State of taxes and fees owed by the Contractor; and (2) of any person, mechanic, subcontractor or material man who performs any labor or furnishes any supplies toward the Work. Release of Retainage will be made at a minimum of forty five (45) days following final acceptance of the Work; provided the following conditions are met:
 - a. The City has received from the Contractor and each subcontractor a copy of the "Statement of Intent to Pay Prevailing Wages" and an "Affidavit of Wages Paid", approved by the State Department of Labor and Industries (L & I).
 - b. On contracts greater than \$35,000, the City has received releases from the State Departments of Revenue (DOR), Labor & Industries and Employment Security.
 - c. No claims, as provided by law, have been filed against the Retainage.

In the event a claim is filed, the Contractor shall be paid a portion of the Retainage, which is less than the amount sufficient to pay the claim and potential legal costs.



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.

BASE BID:

- Furnish all permits required to complete project.
- Disconnect electrical circuit from existing equipment.
- Remove and dispose of the existing air handler @ approved off-site disposal facility.
- Supply & Install two (2) 3 Ton High efficiency air handler w/ high efficiency evaporator and variable speed motor.
(Lennox Merit Series Air Handler w/ Quantum Coils or approved equal.)
- Supply & Install electric heat strips.
- Supply & Install new transition duct work connecting new air handlers to existing ducts.
- Supply & Install two (@) 3 Ton single stage condensing heat pumps
(Lennox Merit Series Condensing Heat Pumps)
- Supply & install all appurtenances as required to ensure full system operation (equipments pads for heat pumps, miscellaneous fittings, wall anchors, etc).
- Contractor to flush and re-use existing linesets.
- Supply and install new thermostat.
- Reconnect new equipment to existing electrical circuit. (upgrade of electrical equipment not included).
- Start up and commission new equipment and adjust as required to ensure operation in accordance with manufacturer's written specifications.
- Repair all building components and landscape (wall plaster, shrubs, etc.) disturbed or damaged as a part of construction activity to a pre-construction condition.



City of Spokane Invitation To Bid

BID

TO: CITY OF SPOKANE, WASHINGTON
PROJECT NAME: INDIAN CANYON GOLF COURSE RESTAURANT HVAC

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:	\$ 29,800.00	
SALES TAX (8.9%) (9.0%)	\$ 2,682.00	\$
TOTAL BASE BID PRICE:	\$ 32,482.00	
TRENCH SAFETY SYSTEM, if excavation greater than four feet (4') deep:	\$ 0.00	\$
		\$

CONTRACTOR RESPONSIBILITY.

Washington State Contractor's Registration No.	ACINOI*922D8
U.B.I. Number	601 746 223
Washington Employment Security Department Number	882229014
Washington Excise Tax Registration Number	A16694621
City of Spokane Business Registration Number	T12034320BUS

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: ACI Northwest, Inc.
SIGNATURE: 
TITLE: President PHONE: 208-772-5165
ADDRESS: 6600 N Government Way, Coeur d Alene, ID 83815



City of Spokane Invitation To Bid

SUBCONTRACTOR LIST _____

PROJECT TITLE: INDIAN CANYON GOLF COURSE RESTAURANT HVAC

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

CONTRACTOR/SUPPLIER Lennox, Inc.

TYPE OF WORK/BID ITEM Heating/Cooling Equipment

AMOUNT \$ 8,700.00

CONTRACTOR'S REGISTRATION NO. _____

CONTRACTOR/SUPPLIER _____

TYPE OF WORK/BID ITEM _____

AMOUNT \$ _____

CONTRACTOR'S REGISTRATION NO. _____

CONTRACTOR/SUPPLIER _____

TYPE OF WORK/BID ITEM _____

AMOUNT \$ _____

CONTRACTOR'S REGISTRATION NO. _____

☒ NO SUBCONTRACTORS WILL BE USED ON THIS PROJECT

8/5/2021

Date


Signature of Authorized Representative

Spokane Park Board

Briefing Paper



Committee	Riverfront Park Committee		
Committee meeting date	Aug. 9, 2021		
Requester	Jonathan Moog	Phone number: 625-6243	
Type of agenda item	<input checked="" type="radio"/> Consent <input type="radio"/> Discussion <input type="radio"/> Information <input type="radio"/> Action		
Type of contract/agreement	<input checked="" type="radio"/> New <input type="radio"/> Renewal/extension <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)	Doppelmayr USA Sole Source Resolution		
Begin/end dates	Begins: 08/12/2021	Ends: 09/30/2026	<input type="checkbox"/> Open ended
Background/history: The Numerica SkyRide requires parts and service which are unique to the attraction and with specifications determined and certified by the manufacturer. A two-week public notice was posted for the notice of potential source sole award without protest. This resolution declares Doppelmayr USA a sole source provider and authorizing the purchase of replacement parts and service for the Riverfront Park Numerica SkyRide, which was manufactured by CWA, and is now a subsidiary of Doppelmayr USA annually without public bidding through Sept. 30, 2026.			
Motion wording: Approve sole source resolution for Doppelmayr USA			
Approvals/signatures outside Parks: <input type="radio"/> Yes <input checked="" type="radio"/> No If so, who/what department, agency or company: Name: none Email address: Phone:			
Distribution: Parks – Accounting Parks – Pamela Clarke Requester: Jonathan Moog Grant Management Department/Name:			
Fiscal impact: <input type="radio"/> Expenditure <input checked="" type="radio"/> Revenue Amount: Budget code: As needed			
Vendor: <input checked="" type="radio"/> Existing vendor <input 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 checked="" type="checkbox"/> UBI: 602-200-664 Business license expiration date: 9/30/21 </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>			

RESOLUTION

A SOLE SOURCE RESOLUTION declaring Doppelmayr USA a sole source provider and authorizing the purchase of replacement parts and service for the Riverfront Park Numerica SkyRide, which was manufactured by CWA, and is now a subsidiary of Doppelmayr USA without public bidding through September 30, 2026.

WHEREAS, Riverfront Park's (RFP's) Numerica SkyRide is manufactured by Doppelmayr USA and was placed into service in 2007; and,

WHEREAS, Riverfront Park's Numerica SkyRide was designed primarily for use as a ski lift, and in this particular application the enclosed gondola is used as a year round, Spokane Falls sightseeing attraction for guests in Riverfront Park; and,

WHEREAS, The Numerica SkyRide generates over \$900,000 in revenue for RFP and hosts over 130,000 riders a year; and,

WHEREAS, The Numerica SkyRide is required to have periodic maintenance completed in accordance with Doppelmayr USA OEM maintenance and operations manual, which includes completion of preventative and corrective maintenance service and overhaul of the various SkyRide components. and,

WHEREAS, all major alterations and maintenance are inspected and verified through the State of Washington Department of Labor and Industries (L&I) to be compliant with ASTM Standards for Amusement Rides and Devices to be within manufacturer's specifications; and,

WHEREAS, all parts for the Numerica SkyRide must be original (OEM) parts from Doppelmayr USA, as specified in Doppelmayr USA OEM service and maintenance manual; and,

WHEREAS, Doppelmayr USA will not certify third party parts as an as-equal equivalent to original manufacturer parts.

WHEREAS, this resolution will enable to RFP to more quickly make repairs to minimize downtime to the of the attraction to visitors; and,

-- Now Therefore, BE IT RESOLVED by the Parks and Recreation Division for the City of Spokane that it hereby declares Doppelmayr USA a sole source vendor of parts and service for Numerica SkyRide; and

AND BE IT FURTHER RESOLVED that the City of Spokane Park Board hereby authorizes the purchase of replacement parts and services without further Council action from Doppelmayr USA without public bidding through September 30, 2026.

ADOPTED BY THE PARKS BOARD ON _____

Approved as to form:

Park Board President – Jennifer Ogden

Assistant City Attorney

City Clerk

17-437a

Spokane Park Board

Briefing Paper



Committee	Finance Committee		
Committee meeting date	Aug. 10, 2021		
Requester	Jason Conley	Phone number: 625-6211	
Type of agenda item	<input checked="" type="radio"/> Consent <input type="radio"/> Discussion <input type="radio"/> Information <input type="radio"/> Action		
Type of contract/agreement	<input type="radio"/> New <input type="radio"/> Renewal/extension <input type="radio"/> Amendment/change order <input checked="" type="radio"/> Other		
City Clerks file (OPR or policy #)	OPR 2018-0094		
Item title: (Use exact language noted on the agenda)	Spokane Investment Pool (SIP) third installment resolution/Golf capital improvements		
Begin/end dates	Begins: 08/12/2021	Ends:	<input type="checkbox"/> Open ended
Background/history: In 2018, the Park Board approved an SIP loan in the amount of \$7.5 million to be repaid over a 15-year term. Each year, loan draw requests must come in the form of a resolution for Park Board consideration.			
Motion wording: Approve the resolution requesting a third installment from the Spokane Investment Pool (SIP) in the amount of \$2,500,000.			
Approvals/signatures outside Parks: <input type="radio"/> Yes <input type="radio"/> No If so, who/what department, agency or company: Name: _____ Email address: _____ Phone: _____			
Distribution: Parks – Accounting Parks – Pamela Clarke Requester: Jason Conley Grant Management Department/Name: _____			
Fiscal impact: <input type="radio"/> Expenditure <input type="radio"/> Revenue Amount: _____ Budget code: _____			
Vendor: <input type="radio"/> Existing vendor <input 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>			

CITY OF SPOKANE PARK BOARD

RESOLUTION

A Resolution from Spokane Parks and Recreation Board of Directors, requesting a third installment from the Spokane Investment Pool (SIP) in the amount of \$2,500,000 to upgrade four City golf course irrigation systems, and other on-course and off-course improvements over the next four years.

WHEREAS, Spokane Parks and Recreation owns and operates four municipal golf courses open to the public, and

WHEREAS, after several decades of continuous operation, each City course is in need of major capital improvements, and

WHEREAS, the quality of the golf experience is directly correlated to course conditions, and

WHEREAS, Golf is operated as a City Enterprise Fund and must recover 100% of all expenditures each year, and

WHEREAS, Green fees paid by each golf participant account for Golf Fund revenues, and

WHEREAS, the Park Board desires to improve the condition of each course and improve the opportunity for additional revenue sources through both golf and non-golf opportunities, and

WHEREAS, Parks and Recreation has established a golf facility impact fee, earmarked to repay the SIP loan over the next 15 years of debt service, and

WHEREAS, the Park Board approved a \$7,500,000 SIP loan, with the first installment issued in 2018 at the amount of \$2,500,000 and a second installment in 2019 also at the amount of \$2,500,000 with future loan draw requests coming in the form of an annual Resolution, with the flexibility to adjust the schedule of borrowing, within the total amount stated above, and

WHEREAS, construction will continue in the fall of 2021, commencing with the installation of new irrigation system at Downriver golf course, in conjunction with a City funded Combined Sewer Overflow (CSO) project, and

NOW THEREFORE, IT IS HEREBY RESOLVED that the Park Board request a third and final installment from the Spokane Investment Pool (SIP) in the amount of \$2,500,000, said loan to be repaid over a 15-year term, with facility impact fees attached to the green fees associated with each round of golf to provide revenue for debt service of the SIP loan.

Dated this ____ day of August 2021.

Park Board President

Attest:

Approved as to form:

City Clerk

Assistant City Attorney

DRAFT

AGENDA SHEET FOR PARK BOARD MEETING OF: July 11, 2019



Submitting Division
Parks & Recreation

Contact Person
Jason Conley

Phone No.
625-6211

Department: ☒ Finance ☐ Operations ☐ Recreation/Golf ☐ Riverfront Park

Committee: ☒ Finance ☐ Golf ☐ Land ☐ Recreation ☐ Riverfront ☐ UFTC

Type of contract: ☐ New ☐ Renewal ☐ Amendment ☐ Extension ☒ Other

Beginning date: _____ Expiration date: _____ Open ended ☐

CLERKS' FILE OPR 2018-0094

RENEWAL

CROSS REF

ENG

BID

REQUISITION

AGENDA WORDING:

Approval of resolution requesting a second installment from the Spokane Investment Pool (SIP) in the amount of \$2,500,000, to upgrade the four City golf course irrigation systems, and other on-course and off-course improvements over the next four years.

RECEIVED

JUL 18 2019

BACKGROUND:

(Attach additional sheet if necessary)

CITY CLERK'S OFFICE

In 2018, the Park Board approved an SIP loan in the amount of \$7.5 million to be repaid over a 15-year term. Each year, loan draw requests must come in the form of a resolution for Park Board consideration.

RECOMMENDATION:

Approve the resolution requesting a second installment from the Spokane Investment Pool (SIP) in the amount of \$2,500,000.

ATTACHMENTS: Include in packets. See back of Agenda Sheet for specific supporting document requirements.

Park Board resolution and the approved 2018 resolution requesting a loan from the SIP in the amount of \$7.5 million to be repaid over a 15-year term.

SIGNATURES:

Requester - Jason Conley

Dept. Manager

Interim Director of Parks & Rec - Garrett Jones

Parks Accounting - Megan Qureshi

Legal Dept. - Pat Dalton

DISTRIBUTION:

Parks: Accounting

Parks: Pamela Clarke

Budget Manager:

Requester: Jason Conley

PARK BOARD ACTION:

APPROVED BY SPOKANE PARK BOARD

President

July 11, 2019

<u>Fiscal Impact</u>	<u>Budget Account</u>
Expenditure:	
Revenue:	



Existing vendor



New vendor – If so, please include vendor packet



Supporting documents:



Quotes/Solicitation (RFP, RFQ, RFB)



W-9 (for new contractors/consultants/vendors)



Contractor is on the City's A&E Roster City of Spokane



ACH Forms (for new contractors/consultants/vendors)



Spokane Business registration expiration date: 3.31.2020



Insurance Certificate (minimum \$1 million in General

Liability)

CITY OF SPOKANE PARK BOARD

RESOLUTION

A Resolution from Spokane Parks and Recreation Board of Directors, requesting a second installment from the Spokane Investment Pool (SIP) in the amount of \$2,500,000 to upgrade four City golf course irrigation systems, and other on-course and off-course improvements over the next four years.

WHEREAS, Spokane Parks and Recreation owns and operates four municipal golf courses open to the public, and

WHEREAS, after several decades of continuous operation, each City course is in need of major capital improvements, and

WHEREAS, the quality of the golf experience is directly correlated to course conditions, and

WHEREAS, Golf is operated as a City Enterprise Fund and must recover 100% of all expenditures each year, and

WHEREAS, Green fees paid by each golf participant account for Golf Fund revenues, and

WHEREAS, the Park Board desires to improve the condition of each course and improve the opportunity for additional revenue sources through both golf and non-golf opportunities, and

WHEREAS, Parks and Recreation has established a golf facility impact fee, earmarked to repay the SIP loan over the next 15 years of debt service, and

WHEREAS, the Park Board approved a \$7,500,000 SIP loan, with the first installment issued in 2018 at the amount of \$2,500,000 with future loan draw requests coming in the form of an annual Resolution, with the flexibility to adjust the schedule of borrowing, within the total amount stated above, and

WHEREAS, construction will continue in the fall of 2019, commencing with the installation of new irrigation system at Esmeralda golf course, along with the design of a new irrigation system at either Downriver or Qualchan golf course, and

NOW THEREFORE, IT IS HEREBY RESOLVED that the Park Board request a second installment from the Spokane Investment Pool (SIP) in the amount of \$2,500,000, said loan to be repaid over a 15-year term, with facility impact fees attached to the green fees associated with each round of golf to provide revenue for debt service of the SIP loan.

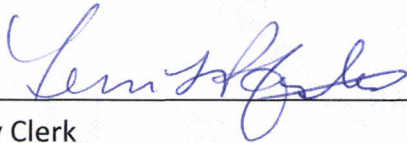
IT IS FURTHER RESOLVED, the Park Board, by way of Resolution, will request future loan disbursements for golf course improvements, as needed, with the total loan not to exceed \$7,500,000.

Dated this 11th day of July 2019.



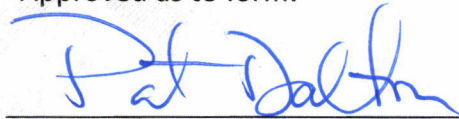
Park Board President

Attest:



City Clerk

Approved as to form:



Assistant City Attorney



02/12/18
AGENDA SHEET FOR PARK BOARD MEETING OF: Feb. 8, 2018



Submitting Division
Parks & Recreation

Contact Person
Jason Conley

Phone No.
625-6211

OPR 2018-0094

Department: ☒ Finance ☐ Operations ☒ Recreation/Golf ☐ Riverfront Park

Committee: ☒ Finance ☒ Golf ☐ Land ☐ Recreation ☐ Riverfront ☐ UFTC

Type of contract: ☐ New ☐ Renewal ☐ Amendment ☐ Extension ☐ Other

Beginning date: _____ Expiration date: _____ Open ended ☐

CLERKS' FILE _____
RENEWAL _____
CROSS REF _____
ENG _____
BID _____
REQUISITION _____

AGENDA WORDING:

Approval of resolution requesting a loan from the Spokane Investment Pool (SIP) in the amount of \$7,500,000, said to be repaid over a 15-year term, with facility impact fees attached to the green fees associated with each round of golf, with the 2018 loan disbursement to be in the amount of \$2,500,000 with disbursements and debt services to be generally in conformance with Exhibit A.

BACKGROUND:

(Attach additional sheet if necessary)

Request for a (SIP) loan in the amount of \$7,500,000 to upgrade four City golf course irrigation systems and other on-course and off-course improvements.

RECOMMENDATION:

Approve the resolution seeking a (SIP) loan in the amount of \$7,500,000 with the 2018 loan disbursement in the amount of \$2,500,000.

ATTACHMENTS: Include in packets. See back of Agenda Sheet for specific supporting document requirements.

Park Board Resolution and associated Exhibit.

SIGNATURES:

Requester - Jason Conley

Dept. Manager

Legal Dept. - Pat Dalton

Director of Parks & Rec - Leroy Eadie

Parks Accounting - Megan Qureshi

RECEIVED

DISTRIBUTION:

Parks: Accounting

Parks: Pamela Clarke

Budget Manager: Tim Dunivant

Requester: _____

FEB 12 2018

CITY CLERK'S OFFICE

PARK BOARD ACTION:

APPROVED BY SPOKANE PARK BOARD

President

Feb. 8, 2018

Fiscal Impact**Expenditure:**

Revenue:

Budget Account

☐

Existing vendor

☐

New vendor – If so, please include vendor packet

☐**Supporting documents:**☐

Quotes/Solicitation (RFP, RFQ, RFB)

☐

Contractor is on the City's A&E Roster City of Spokane

☐

Spokane Business registration expiration date: _____

☐

W-9 (for new contractors/consultants/vendors) ACH Forms

☐

(for new contractors/consultants/vendors) Insurance

☐

Certificate (minimum \$1 million in General Liability)

CITY OF SPOKANE PARK BOARD

RESOLUTION

A Resolution from the Spokane Park Board, requesting a loan from the Spokane Investment Pool (SIP) in the amount of \$7,500,000 to upgrade four City golf course irrigation systems and other on-course and off-course improvements over the next five years.

WHEREAS, Spokane Parks and Recreation owns and operates four municipal golf courses open to the public, and

WHEREAS, after several decades of continuous operation, each City course is in need of major capital improvements, and

WHEREAS, the quality of the golf experience is directly correlated to course conditions, and

WHEREAS, Golf is operated as a City Enterprise Fund and must recover 100% of all expenditures each year, and

WHEREAS, Green fees paid by each golf participant account for Golf Fund revenues, and

WHEREAS, the Park Board desires to improve the condition of each course and improve the opportunity for additional revenue sources through both golf and non-golf opportunities, and

WHEREAS, Parks and Recreation has established a golf facility impact fee, earmarked to repay the SIP loan over the next 15 years of debt service, and

WHEREAS, the Park Board is requesting a \$7,500,000 SIP loan, with the first installment to be issued in 2018 at the amount of \$2,500,000 with future loan draw requests coming in the form of annual Resolution, with the flexibility to adjust the schedule of borrowing, within the total amount stated above, and

WHEREAS, construction will start in the fall of 2018, commencing with the installation of new irrigation system at Indian Canyon golf course, along with the design of a new irrigation system at Esmeralda golf course, and

WHEREAS, Parks and Recreation staff have agreed to confirm the compensation to be paid each affected golf professional prior start of any construction, to identify the source of funds for such compensation, and to have such compensation approved by the Park Board prior to commencement of any construction, and

WHEREAS, the Golf Fund is hiring a Golf Manager who will work with the Park Board to seek out additional revenue funding sources by jointly creating a golf strategic plan that will explore sponsorships, event marketing, golf, and non-golf revenue activities at each course, and

WHEREAS, the Park Board will commit to review all Golf Fund expenditures and determine if the Park Fund is incorrectly appropriating internal expenditures to the Golf Fund, and

WHEREAS, the Park Board will commit to review all Park Fund revenues and determine if the Park Fund is correctly appropriating the proper pro rata share of revenues to the Golf Fund, and

NOW THEREFORE, IT IS HEREBY RESOLVED that the Park Board request a loan from the Spokane Investment Pool (SIP) in the amount of \$7,500,000, said loan to be repaid over a 15-year term, with facility impact fees attached to the green fees associated with each round of golf to provide revenue for debt service of the SIP loan, and with the 2018 loan disbursement to be in the amount of \$2,500,000, with disbursements and debt services to be generally in conformance with attached Exhibit A, as circumstances dictate, and

IT IS FURTHER RESOLVED, the Park Board, by way of Resolution, will request future loan disbursements for golf course improvements as needed, with the total loan not to exceed \$7,500,00, and

IT IS FURTHER RESOLVED, prior to commencement of any construction, Parks and Recreation staff shall confirm the compensation to be paid each affected golf professional and identify the source of funds for such compensation, and shall have such compensation approved by the Park Board.


Dated this 8th day of February 2018.



Attest:

City Clerk

(02/12/18)


Park Board President

Approved as to form:


Assistant City Attorney

Public Safety Capital

<u>SIP Loan//</u>	<u>Annual</u>	<u>Semi-Annual</u>	<u>Rate Calc</u>	<u>2/5/2018</u>	<u>interpolated</u>	<u>add 75 bp's</u>
Assumed Rate		3.60%	10 yr treasury	2.77%		
Periods	15	30	20 yr treasury	2.92%		
			15 yr treasury		2.85%	3.60%

Department Capital:

	2018	2019	2020	2021	Capital
Golf	\$ 292,000	\$ 438,000	\$ 730,000	\$ 730,000	\$ 7,500,000
Available Funding	\$ -	\$ -	\$ -	\$ -	\$ -
Total to be Financed	\$ 292,000	\$ 438,000	\$ 730,000	\$ 730,000	\$ 7,500,000

Debt Service:

	1 2018	2 2019	3 2020	4 2021	5 2022	6 2023	7 2024	8 2025	9 2026	10 2027	11 2028	12 2029	13 2030	14 2031	15 2032	16 2033	17 2034	18 2035
2018 Borrowings	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ -	\$ -	\$ -
2019 Borrowings		\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ -	\$ -
2020 Borrowings			\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ -
2021 Borrowings				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ 217,082	\$ 434,163	\$ 651,245	\$ 651,245	\$ 651,245	\$ 651,245	\$ 651,245	\$ 651,245	\$ 651,245	\$ 651,245	\$ 651,245	\$ 651,245	\$ 651,245	\$ 651,245	\$ 651,245	\$ 434,163	\$ 217,082	\$ -

	# Rounds	146,000	146,000	146,000	146,000	146,000	146,000	146,000	146,000	146,000	146,000	146,000	146,000	146,000	146,000	146,000	146,000	146,000
Cap Fac Fee	2.00	\$ 3.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00
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Excess Available	\$ 74,918	\$ 3,837	\$ 78,755	\$ 78,755	\$ 78,755	\$ 78,755	\$ 78,755	\$ 78,755	\$ 78,755	\$ 78,755	\$ 78,755	\$ 78,755	\$ 78,755	\$ 78,755	\$ 78,755	\$ 295,837	\$ 512,918	\$ 730,000
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AGENDA SHEET FOR PARK BOARD MEETING OF: Feb. 8, 2018



Submitting Division
Parks & Recreation

Contact Person
Jason Conley

Phone No.
625-6211

OPR 2018-0094

Department: ☒ Finance ☐ Operations ☒ Recreation/Golf ☐ Riverfront Park

Committee: ☒ Finance ☒ Golf ☐ Land ☐ Recreation ☐ Riverfront ☐ UFTC

Type of contract: ☐ New ☐ Renewal ☐ Amendment ☐ Extension ☐ Other

Beginning date: _____ Expiration date: _____ Open ended ☐

CLERKS' FILE	_____
RENEWAL	_____
CROSS REF	_____
ENG	_____
BID	_____
REQUISITION	_____

AGENDA WORDING:

Approval of resolution requesting a loan from the Spokane Investment Pool (SIP) in the amount of \$7,500,000, said to be repaid over a 15-year term, with facility impact fees attached to the green fees associated with each round of golf, with the 2018 loan disbursement to be in the amount of \$2,500,000 with disbursements and debt services to be generally in conformance with Exhibit A.

BACKGROUND:

(Attach additional sheet if necessary)

Request for a (SIP) loan in the amount of \$7,500,000 to upgrade four City golf course irrigation systems and other on-course and off-course improvements.

RECOMMENDATION:

Approve the resolution seeking a (SIP) loan in the amount of \$7,500,000 with the 2018 loan disbursement in the amount of \$2,500,000.

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Legal Dept. - Pat Dalton

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Parks: Accounting

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Budget Manager: Tim Dunivant

Requester: _____

FEB 12 2018

CITY CLERK'S OFFICE

PARK BOARD ACTION:

APPROVED BY SPOKANE PARK BOARD

President

Feb. 8, 2018

Fiscal Impact**Expenditure:**

Revenue:

Budget Account

☐

Existing vendor

☐

New vendor – If so, please include vendor packet

☐**Supporting documents:**☐

Quotes/Solicitation (RFP, RFQ, RFB)

☐

Contractor is on the City's A&E Roster City of Spokane

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CITY OF SPOKANE PARK BOARD**RESOLUTION**

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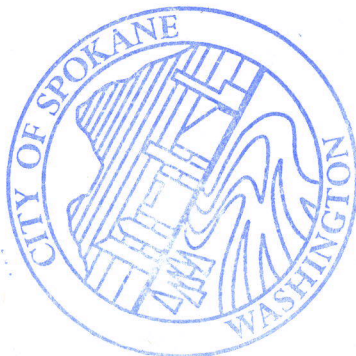
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Dated this 8th day of February 2018.



Attest:

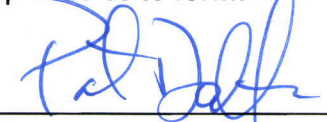


City Clerk (02/12/18)



Park Board President

Approved as to form:



Assistant City Attorney

Public Safety Capital

SIP Loan//	Annual	Semi-Annual	Rate Calc	2/5/2018	interpolated	add 75 bp's
Assumed Rate		3.60%	10 yr treasury	2.77%		
Periods	15	30	20 yr treasury	2.92%		
			15 yr treasury		2.85%	3.60%

Department Capital:

	2018	2019	2020	2021	Capital
Golf	\$ 2,500,000	\$ 2,500,000	\$ 2,500,000	\$ -	\$ 7,500,000
Available Funding	\$ -	\$ -	\$ -	\$ -	\$ -
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SYSCA

**Spokane Youth
& Senior Centers
Association**

2021 Highlights: SYSCA Centers

Association Members:

- Corbin Senior Activity Center
- East Central/MLK Community Center
- Hillyard Senior Center
- Mid-City Concerns Senior Center
- Northeast Youth Center
- Southwest Spokane Community Center
- Project Joy
- Sinto Senior Activity Center
- Southside Senior & Community Center
- West Central Community Center



SYSCA

**Spokane Youth
& Senior Centers
Association**

2021 SYSCA Quarterly / YTD Totals Attendance / Volunteers

Center	Attendances By Quarter				YTD -Attendance	YTD - Volunteer Hrs
	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr	Totals	Totals
NE Youth Ctr	29,729	32,887			62,616	404
West CentralCC	63	3,999			4062	79
Southwest CC	6,468	6,058			12,526	692
East Central CC	1332	1218			1332	92
Hillyard Sr Ctr	2092	6258			8650	2556
Southside AC	1946	11,325			13271	997
Corbin Sr Ctr	1315	8462			9741	3050
Mid City Concerns	780	161			941	776
Sinto Sr Ctr	4,269	6,760			11,029	1243
Project Joy	85	437			522	1299
Grand Totals					124,690	11,188

SYSCA

**Spokane Youth
& Senior Centers
Association**

Senior Programs!

SYSCA

Spokane Youth
& Senior Centers
Association

Hillyard Senior Activity Center



B	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
I	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30
N	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45
G	46	47	48	49	50	51	52	53	54	55	56	57	58	59	60
O	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75

Today's Bingo Games:

1) Regular Bingo	6) Letter - "L"	11) Regular Bingo	16) Letter - "X"
2) Regular Bingo	7) Regular Bingo	12) Four Corners	17) Regular Bingo
3) Letter "T"	8) Regular Bingo	13) Regular Bingo	18) Progressive
4) Regular Bingo	9) Diagonal	14) Regular Bingo	19) Picture Frame
5) Regular Bingo	10) Regular Bingo	15) Postage Stamp	20) Blackout

- HSC continues to provide daily Lunches for Seniors
- Established Fun Collaborated Online Recreation & Social Programs! with other centers thru ZOOM Mtgs
- HSC is back providing daily Recreation Programs & Services!



SYSCA

**Spokane Youth
& Senior Centers
Association**

Sinto Senior Activity Center

Quarter 2 Highlights:

Return of Sinto Centers Daily Exercise and Dance Activities

June return of Sinto Center Travel program & Special Event programs. We hosted a Pancake Feed that had great turnout!

We are currently looking for Instructors for a Writing and History courses. Sinto's instructors retired during COVID closures.



Sinto Strikers enjoy being back at the center!



Sinto's Spring Chicks Clogging at Sinto!

SYSCA

**Spokane Youth
& Senior Centers
Association**

Corbin Senior Activity Center

Corbin Senior has been focusing on recreation! We have brought back all our activities that our member loved. We have started exploring our community again with daily tours. We held our yearly golf tournament. We continue to promote positive health with our soup and social dining. Corbin Senior would like to invite all the Parks board members to lunch on any Tuesday to see what this program is and how it has helped our senior population.



Senior division 1st place team.



Above
Project Joy
performing
at 53rd
Gala
dinner.
Left:
Guest
visiting at
our 53rd
Gala



Each even take an army of volunteers. Volunteering gives purpose to so many.



Corbin
members
enjoying golf



SYSCA

Spokane Youth
& Senior Centers
Association

Southside Community Center



Weddings and
Receptions increasing
at the Center



Center T-Shirts for
sale and gifts to
guests/sponsors



Excellent speakers
from the Flag Museum
on the history of the
USA Flag. *No one
wanted to leave!*

The Bonsai class was a
hit! Another class is
scheduled for
September

SYSCA

**Spokane Youth
& Senior Centers
Association**

Mid City Concerns



We opened our doors on June 7th for in person meal service and social hour on Mon., Tues., and Fri. We are not charging a membership fee for the remaining of 2021 to get people back to the senior center.

With the heat upon us, we have offered fans to our senior center clients with a maximum of 2 per member.

This picture celebrates our senior center members that joined us on opening day.

SYSKA

**Spokane Youth
& Senior Centers
Association**

Project Joy



Hank Greer



Greg Yeager



Dynamic Duo

- During the 2nd quarter of 2021, Project Joy was able to begin live performances at several venues and requests for performances are growing every week.
- We added 6 new performers to our list of entertainers giving us a total of 35 different performing groups. Three of our new entertainers are pictured here.
- Senior Serenaders had four in-person rehearsals wearing masks and being socially distanced. Participants really enjoyed being together again.
- Project Joy is looking forward to being able to present more in-person entertainment to the community.

SYSCA

**Spokane Youth
& Senior Centers
Association**

Youth Programs!

SYSCA

**Spokane Youth
& Senior Centers
Association**

Northeast Youth Center

Friendship, Fun & the Adventure of Summer camp is here! Covid was not stopping us this year... We hit the season in style with a CDA boat cruise where the kids enjoyed the beauty that surrounds us and made some new friendships! We have been hiking at Bowl & Pitcher and getting to our beautiful parks for some water fun! We are cooling off on hot days by kayaking with Outdoor Rec. and have been busy with 160 kids enrolled in our programs!



SYSKA

**Spokane Youth
& Senior Centers
Association**

West Central Community Center

During the 2nd quarter of 2021 WCCC's Youth Development was able to:

navigate online
learning for 40 kids
and assisted in the
transition back to the
classroom

enjoy Neighbor Day
activities including sports,
games, free dinner,
Spokane Mounted Patrol
and meeting our
neighbors!

provide 20 kids with full
sport scholarships in SYSA,
Skyhawks, and Boxing



SYSCA

**Spokane Youth
& Senior Centers
Association**

SouthWest Spokane Community Center

This year has not been the best economically for anyone. Despite the fact that we have not had enough funds for field trips like we normally do, we have still been making the best of our time. The youth director has gotten a dog that is quite popular with the kids. We can't tell if Bug, the dog, is watching the kids or the kids are watching Bug half the time. We also regularly go on outings, on hikes, to parks, and explore the surrounding areas by the center. Exploring has been absolutely wonderful for the kids. It gets them to exercise and learn that the best parts of life are found spending quality time with others and not buried into their electronics.



SYSCA

**Spokane Youth
& Senior Centers
Association**

East Central // MLK Community Center



On June 19th our Community Center celebrated Juneteenth with the neighborhood



Our center continues to be a vaccination center for people ages 12 and older
With the help of WSU and SRHD



SYSCA

Spokane Youth
& Senior Centers
Association

THANK YOU!

For your continued support of
our Youth & Senior recreational
programs and services!





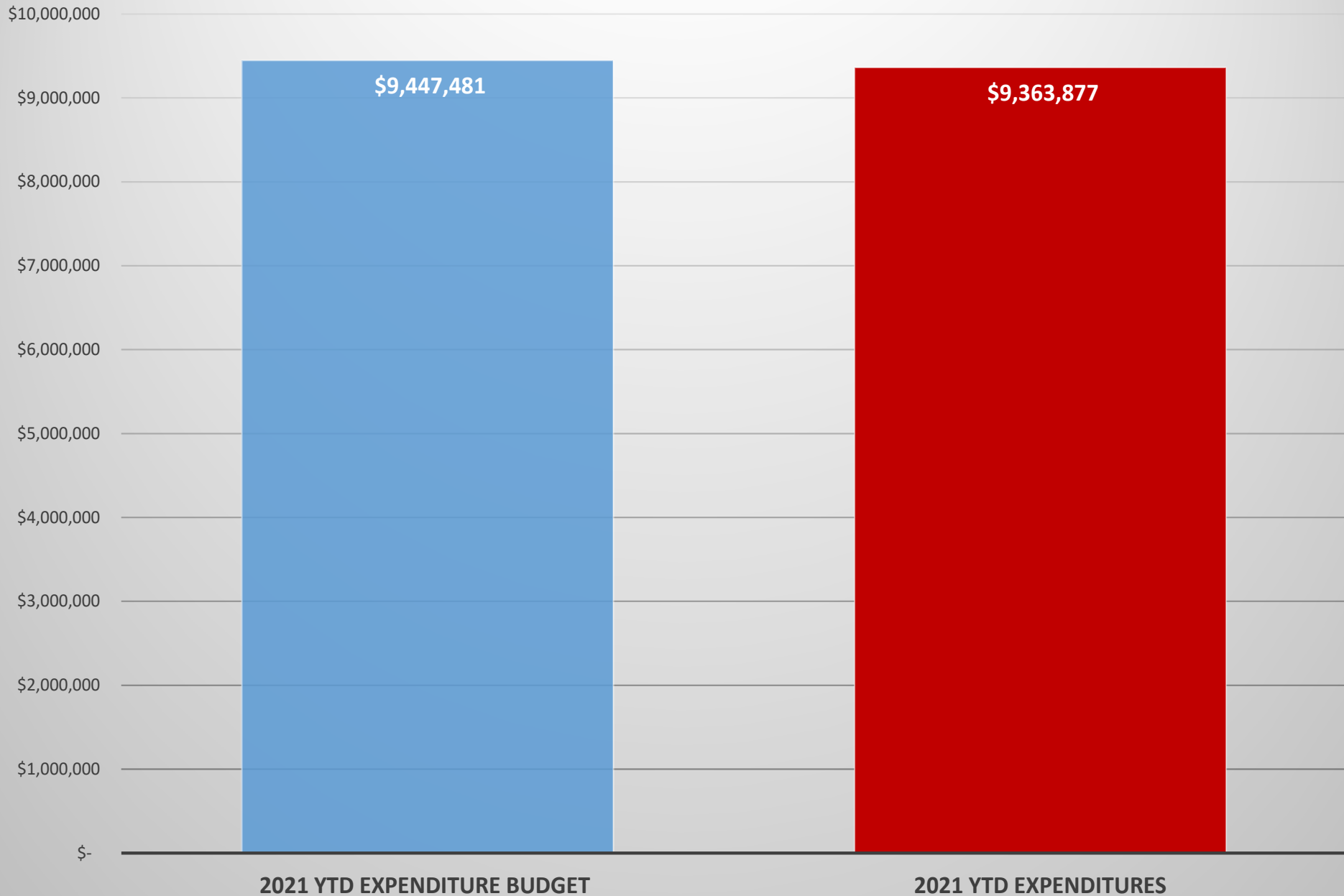
City of Spokane
PARKS
& RECREATION

Financial Reports

July 2021

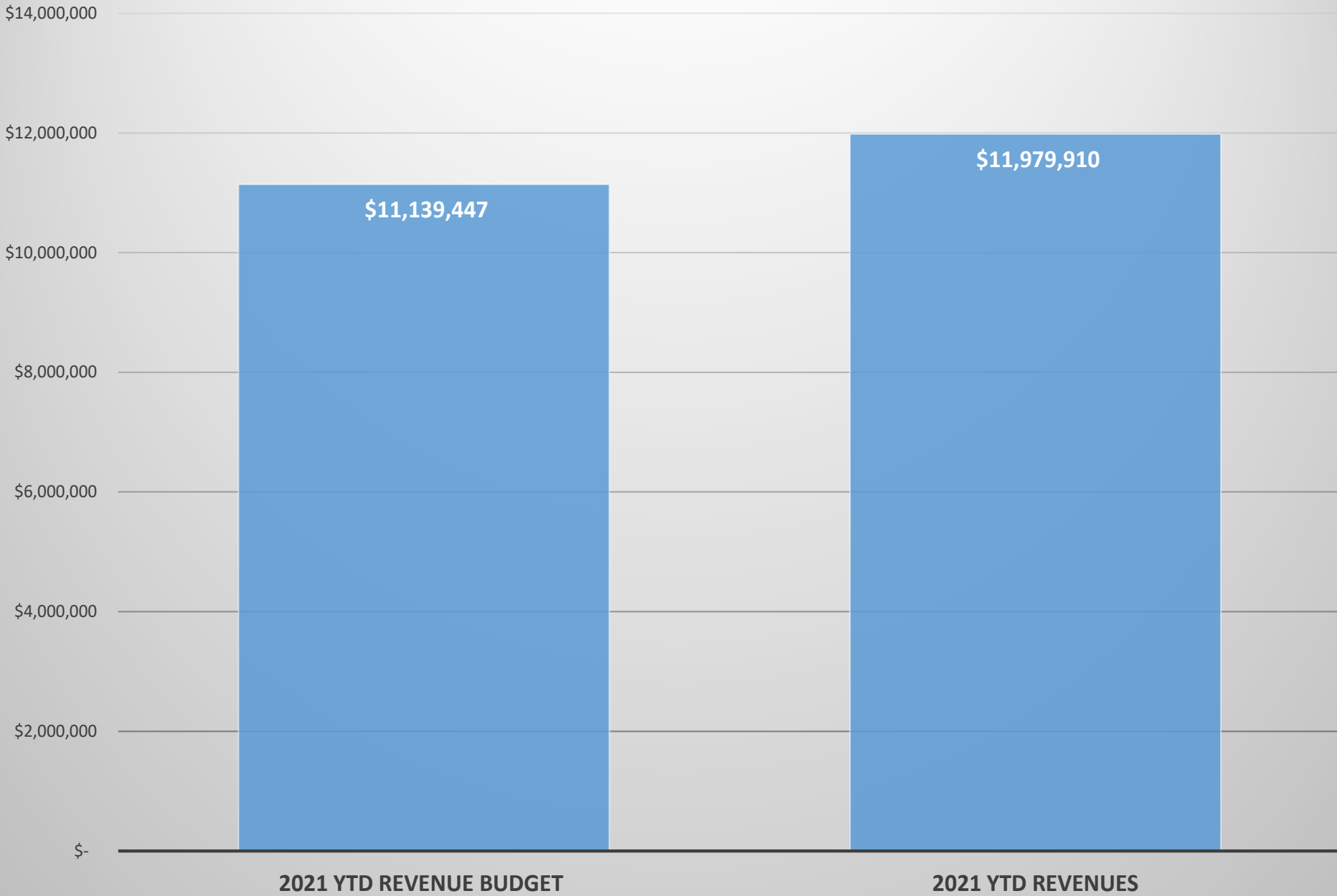
Park Fund

July 2021 Expenditures vs. Historical Budget Average



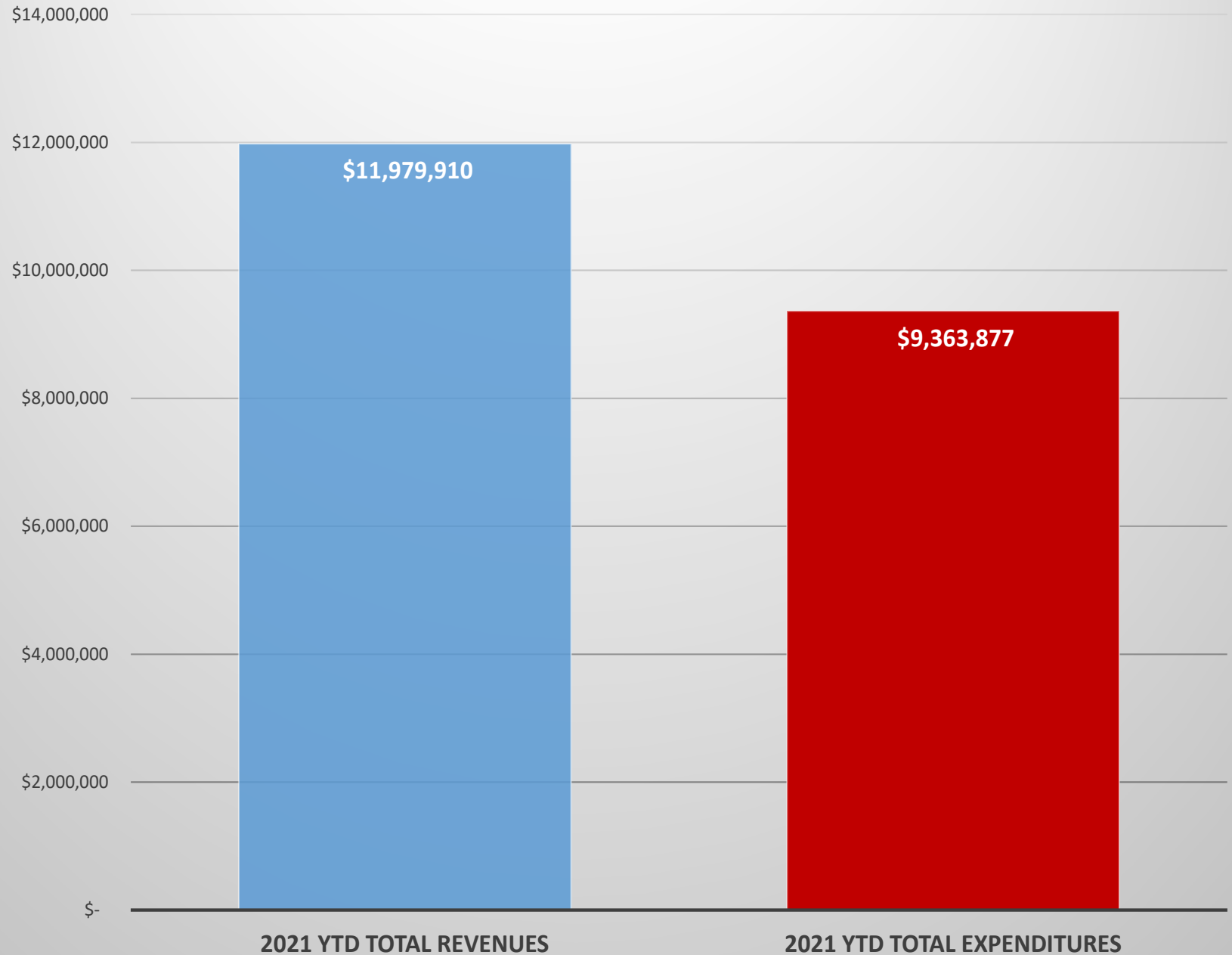
Park Fund

July 2021 Total Revenues vs. Historical Budget Average



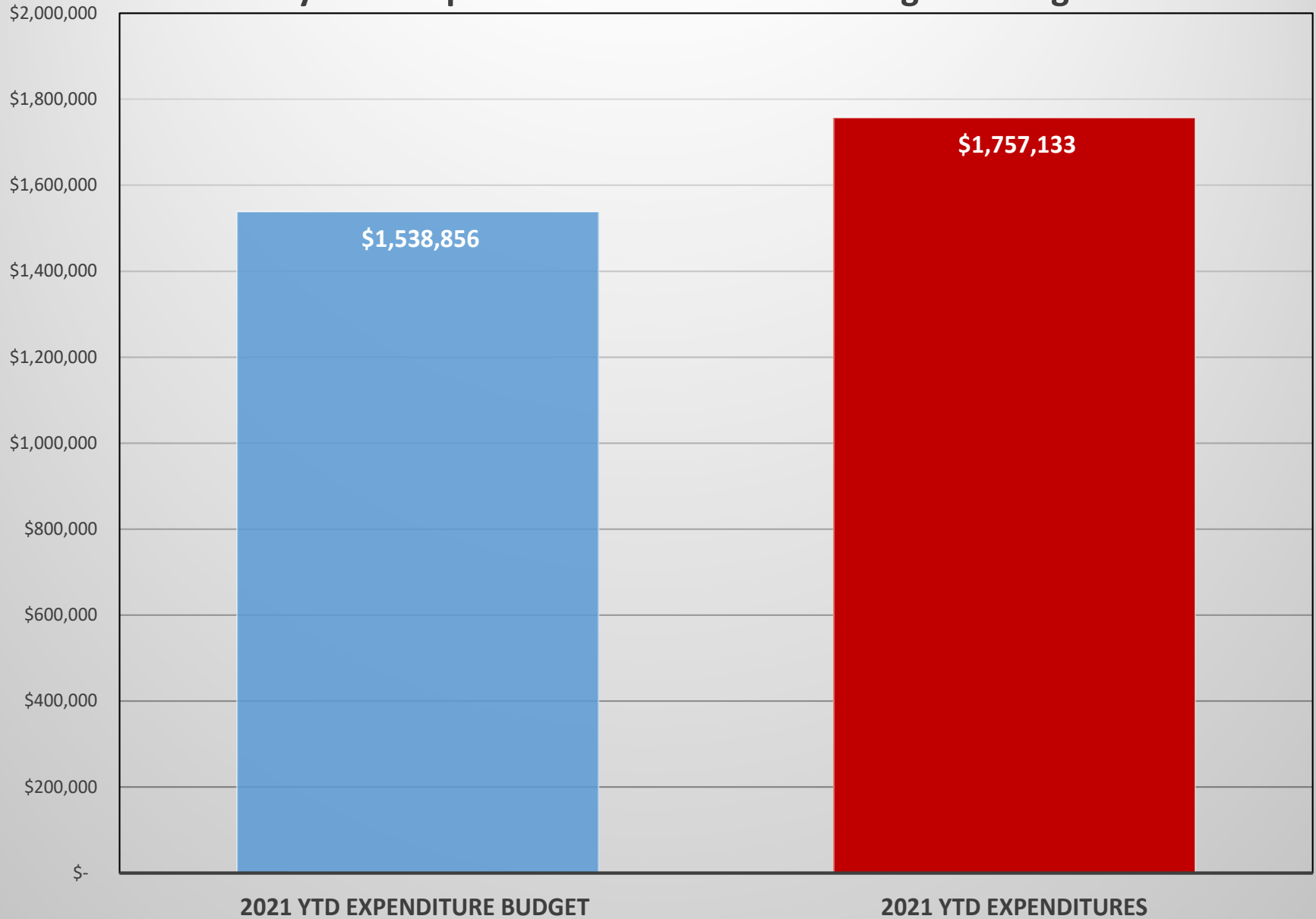
Park Fund

Total July 2021 YTD Expenditures vs. Total YTD Revenues



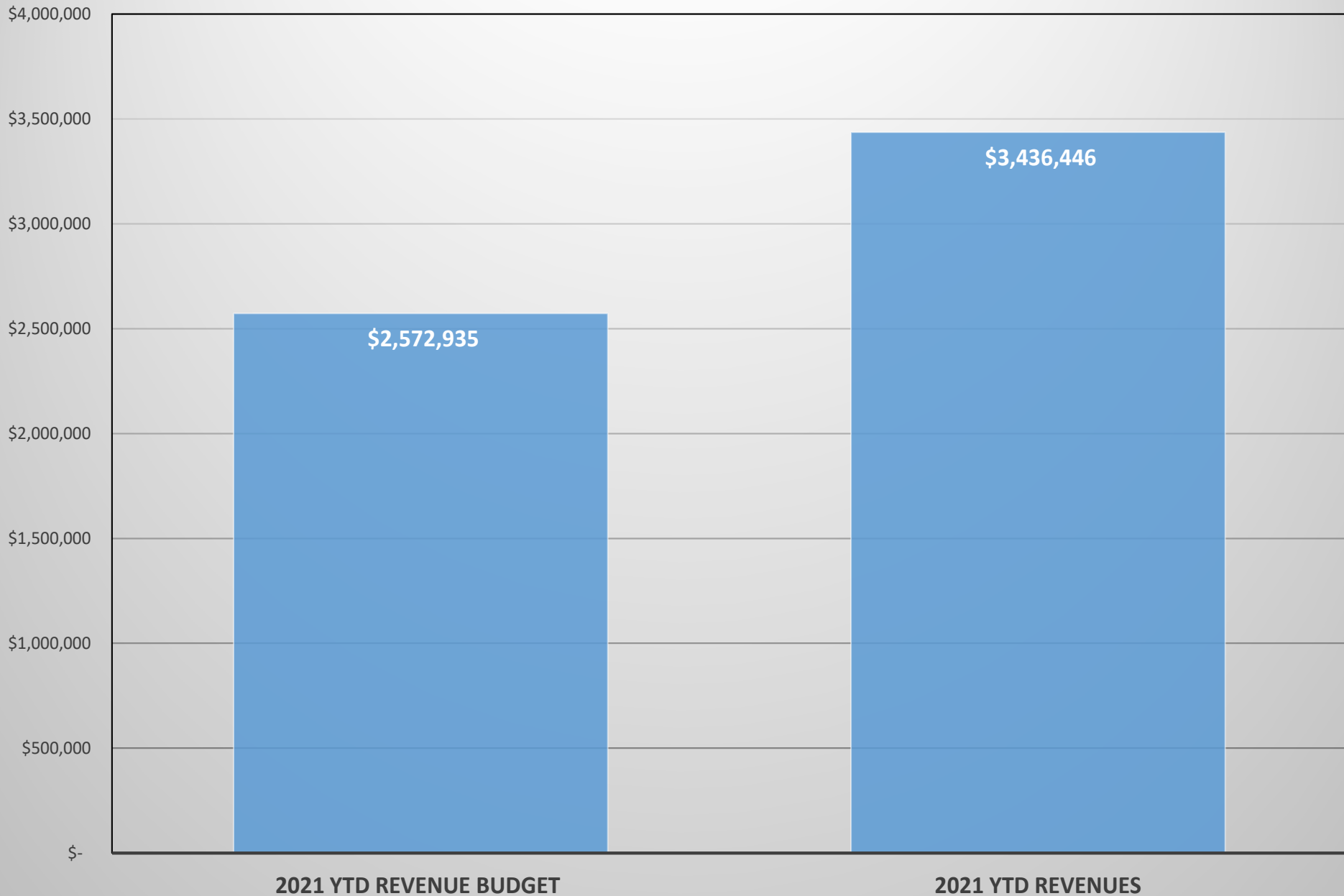
Golf Fund

July 2021 Expenditures vs. Historical Budget Average



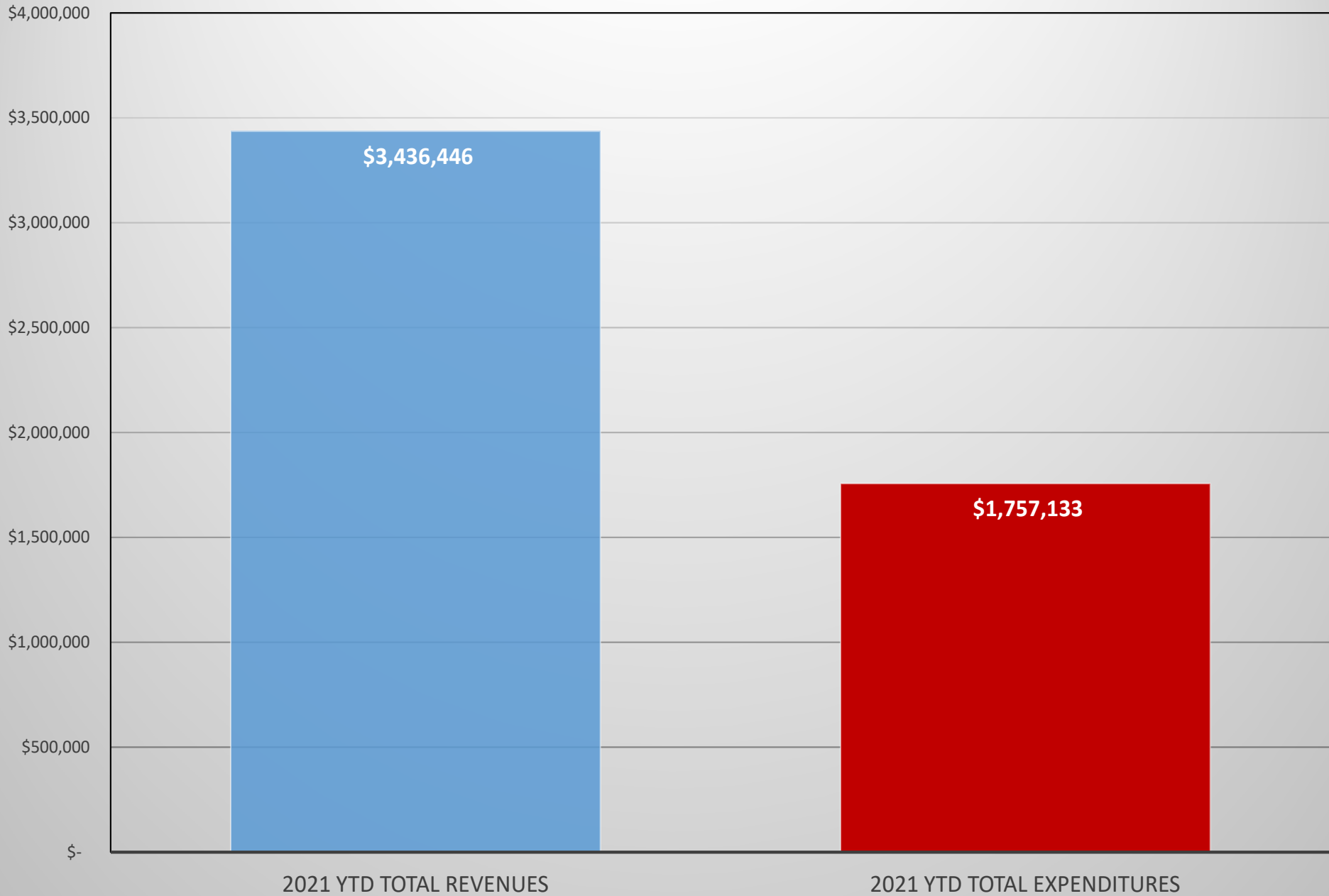
Golf Fund

July 2021 Total Revenues vs. Historical Budget Average



Golf Fund

Total July 2021 YTD Expenditures vs. Total YTD Revenues



Project Component	Budget Adopted December 2020	Expended as of July 31, 2021	Committed to Date	Budget Balance
1. South Bank West	\$ 10,412,530.00	\$ 10,412,530.00	\$ -	\$ -
2. South Bank Central	\$ 11,744,579.00	\$ 11,744,579.00	\$ -	\$ -
3. Howard St. SC Bridge	\$ -	\$ -	\$ -	\$ -
4. Promenades & Cent. Trail	\$ 8,515,817.00	\$ 8,231,332.00	\$ 308,808.14	\$ (5,323.14)
5. Havermale Island	\$ 22,186,182.00	\$ 22,186,182.00	\$ -	\$ -
6. snxw menez	\$ 756,742.00	\$ 201,742.00	\$ 415,000.00	\$ 140,000.00
7. North Bank	\$ 10,133,837.00	\$ 10,338,658.00	\$ 352,773.77	\$ (134,564.37)
8. South Bank East	\$ 156,847.00	\$ 156,847.00	\$ -	\$ -
Program Level	\$ 4,488,758.00	\$ 4,254,789.00	\$ 101,335.69	\$ 132,633.31
Total	\$ 68,395,292.00	\$ 67,526,659.00	\$ 1,177,917.60	\$ 132,745.80

RIVERFRONT BARK

CONCEPT 1

BAR IS ONE INCH ON ORIGINAL
DRAWING. IF NOT ONE INCH ON
THIS SHEET, ADJUST SCALES
ACCORDINGLY

DATE: 2018.08.31

DRAWN BY: -

CHECKED BY: -

PROJECT NO: -

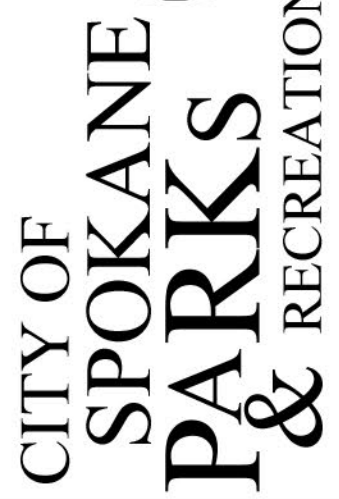
REVISION

1	3
2	4

SHEET 1 OF 1

CONCEPT 1





RFP DOG PARK	SITE ADDRESS AND OWNER INFO	CONCEPT 2
--------------	-----------------------------	-----------

BAR IS ONE INCH ON ORIGINAL
DRAWING. IF NOT ONE INCH ON
THIS SHEET, ADJUST SCALES
ACCORDINGLY

DATE: 2018.08.31

DRAWN BY:
DRAFTSMAN

CHECKED BY:
ARCHITECT

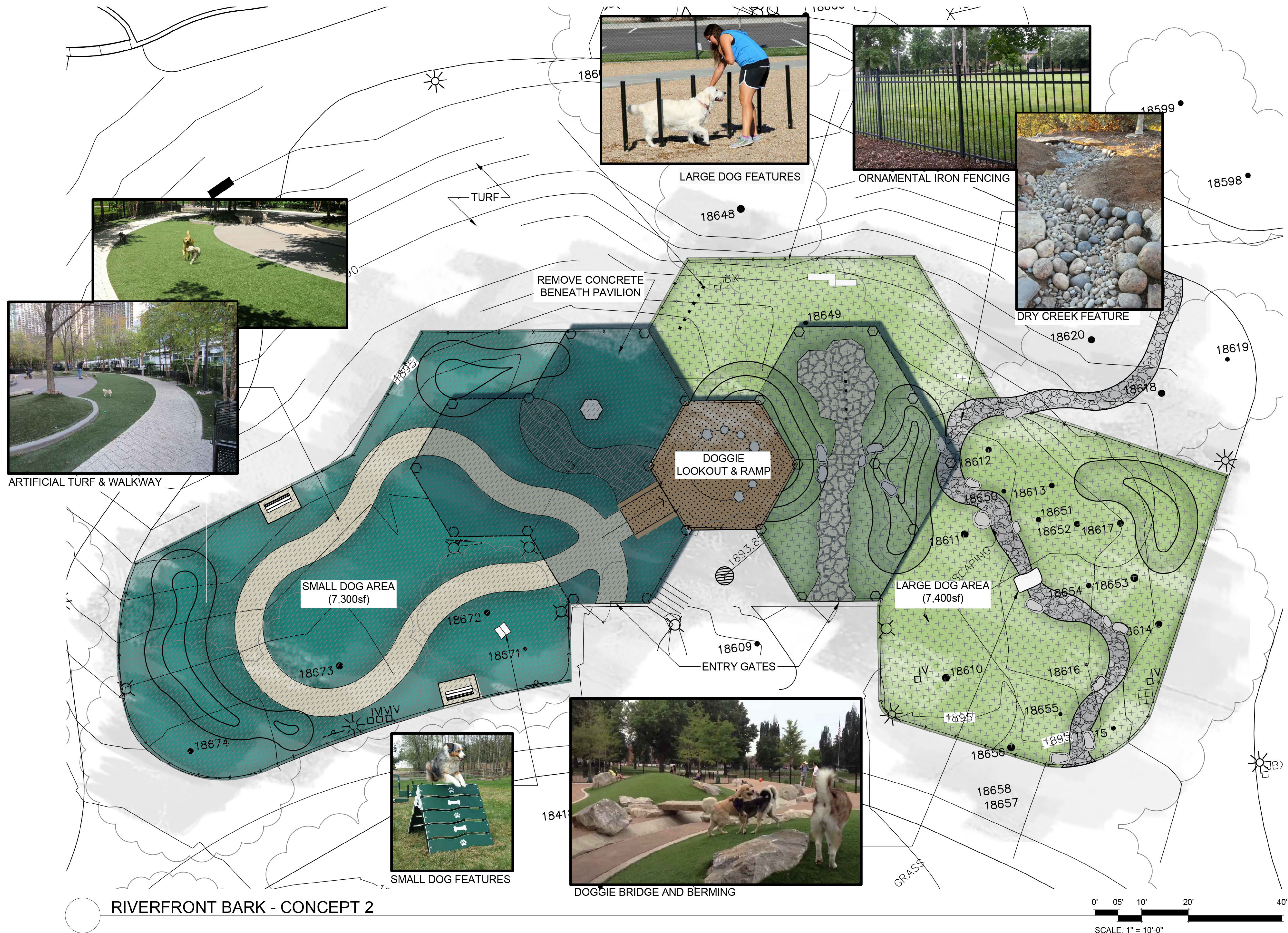
PROJECT NO:
PROJECT #

REVISION

1	3
2	4

SHEET 1 OF 1

CONCEPT 2



RIVERFRONT PARK
PROJECTWIDE OVERVIEW

SPOKANE RIVER
NORTH CANNEL

BOULDER
RETAINING
WALL

LARGE PET
AREA

FORESTRY
PAVILION ROOF
LINE

SMALL PET
AREA

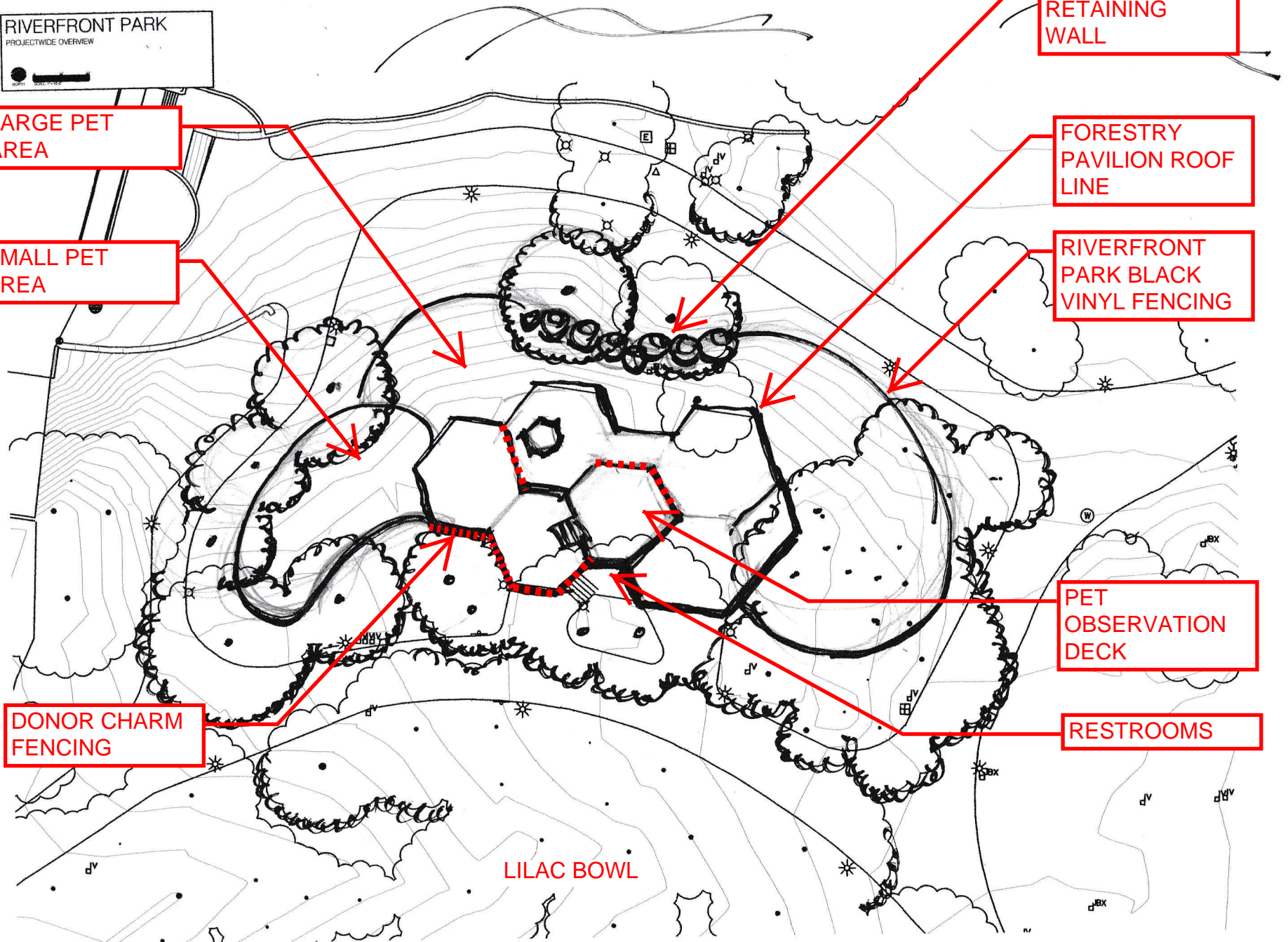
RIVERFRONT
PARK BLACK
VINYL FENCING

PET
OBSERVATION
DECK

DONOR CHARM
FENCING

RESTROOMS

LILAC BOWL



Inclusive Playground Riverfront Spokane

The Riverfront Spokane Inclusive Playground will be the center of attraction for our diverse community!

The playground offers no restrictions to any group of users, enabling everyone to get to and move all around the playground. Children in wheelchairs could, for instance, reach the highest point of a structure via ramps and climbers. It'll challenge and motivate all children, addressing not just accessibility but also, social development, and stimulate the senses. And most of all it'll be a fun and challenging experience.

Children and early teenagers, with or without disabilities, will meet, experience and get to know each other. Engagement is key.

The playground is diverse, featuring barrier-free attractions while offering attractions for children with ADHD who experience great advancements when physically active such as when climbing.

Children with Down's syndrome, sensory processing, visual impairments, or other physical and developmental issues will have a wonderful experience. The playground includes a balance of play experiences for all abilities, achieving parallel play as much as possible.

The Riverfront Spokane Inclusive Playground is a rewarding challenge and a place of coexistence!



Challenging



The playground caters to different abilities. Younger children will test their motor skills while older children explore challenging ropes and climbers. Those with ADD & ADHD concentrate on full body movement, burning energy using their whole body.

Engagement



The playground supports cooperation by encouraging the openness, curiosity, and impartiality of children, of all abilities. Enabling the potential of our children to experience togetherness is the most rewarding experience.

Diversity



The playground offers children of all ages the opportunity to pursue and build on their personal interests, skills, and strengths. It will challenge every child with age appropriate, socially diverse play with a range of sensory experiences.

Accessibility



Some opportunities of one child may present barriers to another, this will be treated with other opportunities for access. A child in a wheelchair will be free of most obstacles and visually impaired children will have textile indicators such as a change in the floor to mark activities and pathways. The playground will have several opportunities to navigate through play space.

Spokane Park Board

Briefing Paper



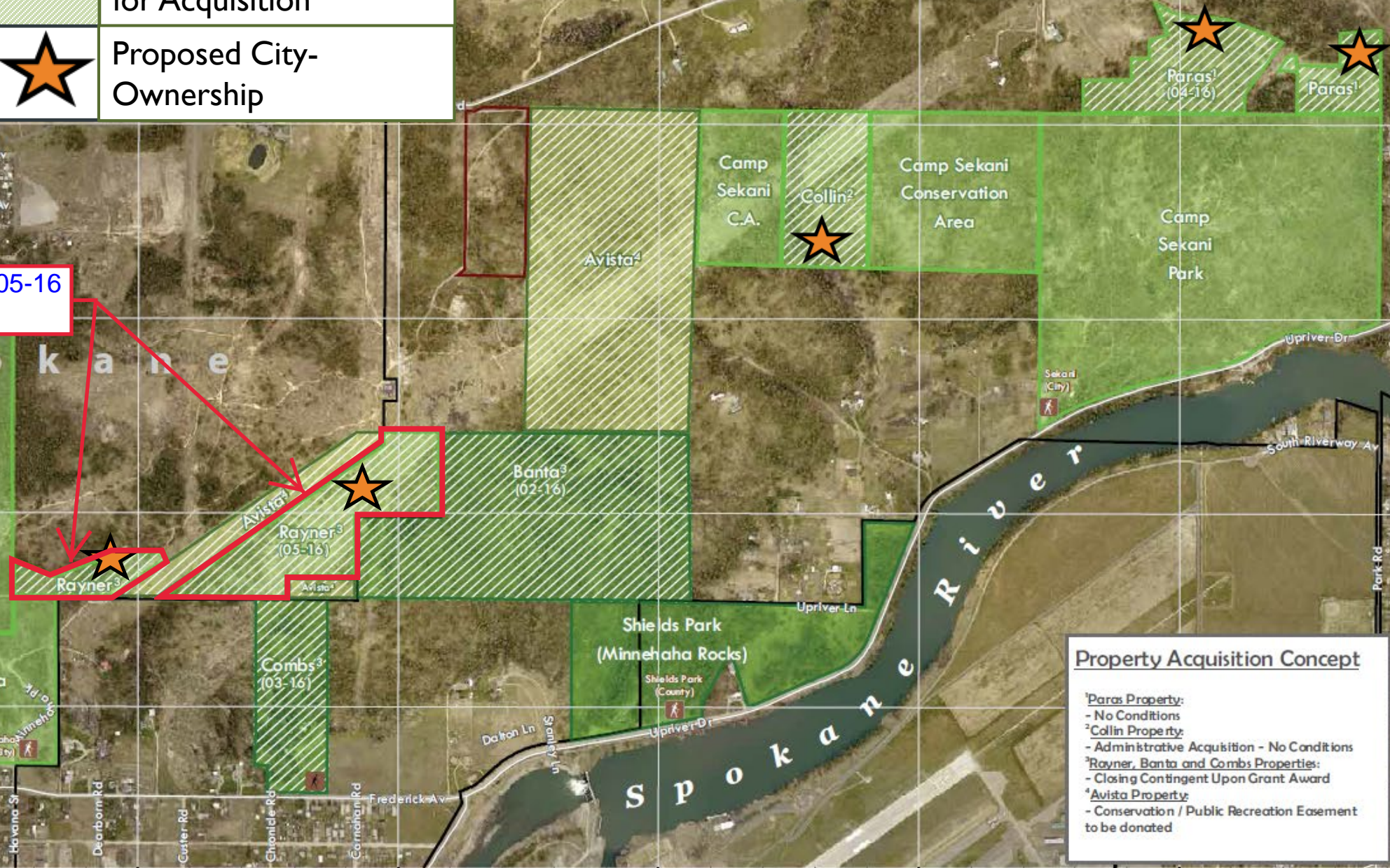
Committee	Land Committee		
Committee meeting date	Aug. 4, 2021		
Requester	Nick Hamad	Phone number: 363-5452	
Type of agenda item	<input type="radio"/> Consent <input type="radio"/> Discussion <input type="radio"/> Information <input checked="" type="radio"/> Action		
Type of contract/agreement	<input checked="" type="radio"/> New <input type="radio"/> Renewal/extension <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)	Easements across public park property as a part of Beacon Hill 05-16 (Raynor Property) acquisition.		
Begin/end dates	Begins: Aug. 12, 2021 Ends:		<input checked="" type="checkbox"/> Open ended
Background/history: City and county staff are actively pursuing acquisition of private lands from willing sellers for public outdoor recreational use as outlined in the Make Beacon Hill Public project. As a part of the proposed purchase and sale agreement for the Beacon Hill property 05-16 (Raynor Property), (2) easements across public park property are requested. 1 sewer line & maintenance road easement and 1 pathway easement. In February 2020 the Park Board authorized acquisition of Beacon Hill 05-16 (Raynor Property) with Conservation Futures funding as part of the Make Beacon Hill Public project. The Park Board did not authorize granting of easements at that time.			
Motion wording: Move to approve (2) easements across public park property as a portion of the Beacon Hill 05-16 (Raynor Property) purchase.			
Approvals/signatures outside Parks: <input checked="" type="radio"/> Yes <input type="radio"/> No If so, who/what department, agency or company: Nationwide Capital Investment, LLC Name: Ryan Buth Email address: Phone:			
Distribution: Parks – Accounting Parks – Pamela Clarke Requester: Nick Hamad Grant Management Department/Name:			
Fiscal impact: <input type="radio"/> Expenditure <input checked="" type="radio"/> Revenue Amount: \$0.00 Budget code:			
Vendor: <input checked="" type="radio"/> Existing vendor <input 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>			



	Properties Proposed for Acquisition
	Proposed City-Ownership

Paras Property Approved by Park Board 16-0612

Beacon Hill Property 05-16 ("Raynor Property")



Property Acquisition Concept

¹Paras Property:
- No Conditions

²Collin Property:
- Administrative Acquisition - No Conditions

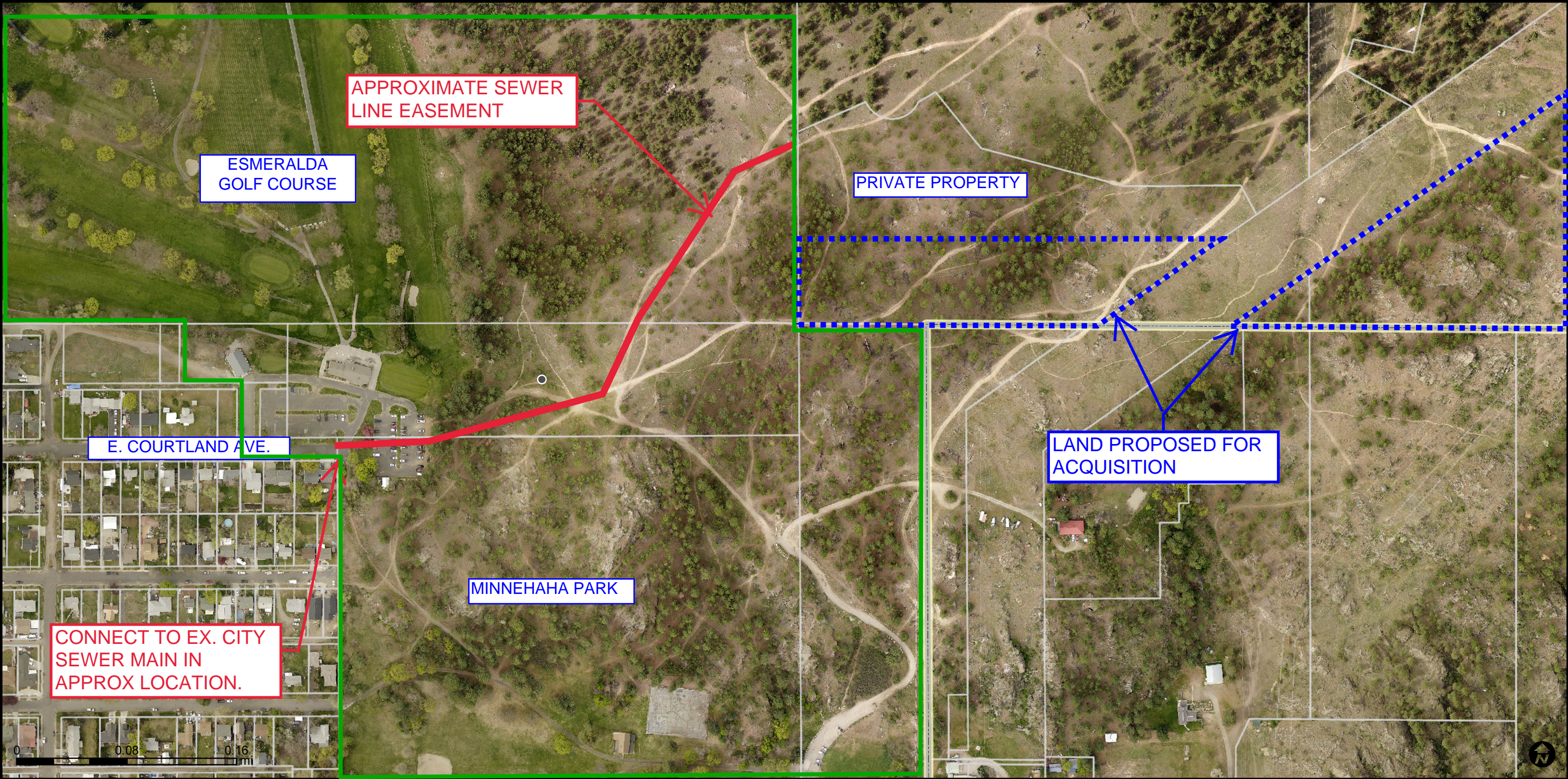
³Rayner, Banta and Combs Properties:
- Closing Contingent Upon Grant Award

⁴Avista Property:
- Conservation / Public Recreation Easement to be donated



SECTION 9: PATHWAY EASEMENT

Purchaser shall work with Seller after closing to negotiate and execute a non-exclusive easement within one year of closing to allow for the Seller (or Assigns) to construct and maintain a pathway through a portion of APN's 35031.0001, 35034.0101 and 35034.0003 to provide pedestrian, bicycle and golf cart access between Seller's future development and Esmerelda Golf Course. The Parties agree that the Pathway Easement should include provisions for emergency access. This section shall survive closing. The route of this future easement shall not be located on the Subject Property.

Proposed Sewer Line Easement



Legend

-  City of Spokane Boundary
-  Parcel

City of Spokane GIS



THIS IS NOT A LEGAL DOCUMENT:
The information shown on this map is compiled from various sources and is subject to constant revision. Information shown on this map should not be used to determine the location of facilities in relationship to property lines, section lines, streets, etc.

After Recording Return To:

Stamper Rubens, P.S.
720 W Boone, Suite 200
Spokane WA 99201
Attn: Edward H. Turner

Document Title: Easement
Grantor: City of Spokane
Grantee: NATIONWIDE CAPITAL INVESTMENT, LLC
Legal Description: A Portion of the SE ¼ of S 3, T 25 N, R 43 E.W.M. more particularly described below

Assessor's Tax Parcel #s: 35034.0003, 35034.0101

SEWER LINE AND MAINTENANCE ROAD EASEMENT

For Mutual Benefits and Good Consideration, the receipt of which is hereby acknowledged, **CITY OF SPOKANE**, a political subdivision of the State of Washington (“Grantor”), hereby grants, conveys and warrants to **NATIONWIDE CAPITAL INVESTMENT, LLC**, a Washington Limited Liability Company (“Grantee”), a perpetual non-exclusive easement (“Easement”) for the installation and maintenance of an underground sanitary sewer line, and a sewer maintenance road, to be constructed by Grantee over, under, along and across property owned by Grantor legally described in **EXHIBIT “A”** and generally depicted in **EXHIBIT “B”** attached hereto and incorporated herein by reference (“Grantor’s Property”). The Easement is created for the benefit of real property owned by the Grantee, legally described on **EXHIBIT “C”** attached hereto and incorporated herein by reference (“Grantee’s Property”).

1. **PURPOSE AND SCOPE.** This Easement is created for installation, inspection, operation, maintenance, repair, and reconstruction, as reasonable and appropriate for an underground sanitary sewer line and appurtenant facilities (“Sewer Line”) for the benefit of the Grantee’s Property, as well as other properties that may be served in the future by a sewer utility service provider who may connect the Sewer Line to its overall sewage collection and treatment system. Appurtenant to the Sewer Line and provided for within this Easement is the Grantee’s construction, maintenance, and repair of a 12’-wide, all-weather maintenance road (“Maintenance Road) (as required for sewer maintenance access) within the Easement.

Grantor, it’s agents, and contractors shall have the right to use and enjoy the Maintenance Road for uses that are consistent with the purposes for which the Easement has been granted, including maintenance and operation of Grantor’s Property.

2. **CONSTRUCTION & MAINTENANCE OF EASEMENT IMPROVEMENTS.** Unless otherwise described herein, Grantee, its agents and contractors shall be solely responsible for all expenses and actions associated with permitting, construction, and maintenance of the Sewer Line and Maintenance Road within the Easement (collectively hereinafter “Easement Improvements”). In granting this Easement, the Grantor does not guarantee that the City of Spokane’s Wastewater Management Department (“City Wastewater”) will approve the Grantee’s placement of the Sewer Line within said Easement. Securing approval from City Wastewater shall be the sole responsibility and at the expense of the Grantee. All work associated with construction of the Easement Improvements shall be performed in compliance with all permits, applicable safety regulations, and codes. Grantee shall coordinate construction of the Easement Improvements that could impact the trail system on Grantor’s Property with Grantor prior to beginning work. Grantor may request and require Grantee to provide signage, caution tape and / or other communication tools to enforce temporary closures of trails to facilitate construction of the Easement Improvements as allowed herein. Grantor, at its sole discretion, may also require the Grantee to install reasonable access control structures (i.e. fencing, gates and / or bollards) where the Maintenance Road intersects with traveled roadways (public and private) to protect Grantor’s property from unauthorized motorized use or other illegal activities. After completion of the Easement Improvements and after performance of any maintenance or repair functions after initial completion of the Easement Improvements, all disturbed surface areas not occupied by surface portions of the Easement Improvements shall be recontoured, restored as nearly as practicable to their original condition and planted in a native grass mix coordinated and approved by the Grantor (except to the extent applicable review and approval governmental agencies having jurisdiction require an alternative surface (such as a road bed) (collectively “Restoration Work”). To the extent any trees are removed as part of the Grantee’s construction of the Easement Improvements, Grantee shall utilize reasonably best management practices (“BMPs”) to prevent disease, insect infestation, or damage to other trees and vegetation on the Grantor’s Property.

It is contemplated that upon completion and City acceptance of the Easement Improvements, said improvements will become property of City Wastewater and ongoing repair, maintenance, and / or future restoration, will be performed by the corresponding said entity, unless stated otherwise.

3. **DAMAGE.** Grantee agrees to repair any damage or to compensate Grantor for any damage to Grantor’s property, including the Easement and the Grantor’s Property adjacent to it that may be caused by the Grantee’s exercise of the rights granted herein.

4. **LOCATION AND AMENDMENT OF EASEMENT.** The Parties acknowledge that the exact locations and alignment of the Easement, including the locations of the Easement Improvements to be constructed within the Easement are, as of the Effective Date of this Easement, unknown. It is also understood that the Sewer Line and Maintenance Road, and will be located in the same location or run along the same alignment. In certain cases, the Maintenance Road may need to be separated from the Sewer Line to be able to meet design standards for the Maintenance Road as required by City Wastewater. The Parties agree that the exact locations of all of the Easement Improvements will be determined by Grantee and submitted to Grantor for review based on considerations of efficient and appropriate development, design and configuration of improvements to be made on Grantee’s Property that will adjoin Grantor’s Property and benefit from the Easement; existing termination

points for water and other utilities and services that may be provided for the benefit of Grantee's Property; and topography, subsurface conditions and similar matters as may be determined by Grantee; all of which shall be submitted to the Grantor for review and approval of final Easement location(s) prior to amending Exhibits "A" and "B" herein. Grantor shall not unreasonably withhold approval of the final Easement location(s). The Parties agree that the final Easement location(s) shall minimize impact on the Grantor's Property, including existing trail system, to the extent reasonably possible.

Upon final determination of Easement location(s), Grantee shall cause at its sole expense, such final Easement locations to be surveyed by a qualified and licensed surveyor, with the centerline of the final Easement alignment(s) to be the centerline of the installation with the width of the Easement as necessary and/or required by the governmental entity with jurisdiction over the Easement Improvements (or portions thereof). To the extent no such width requirements are imposed, the Easement for the Sewer Line and Maintenance Road shall be a minimum thirty feet wide unless otherwise approved by City Wastewater.

At that point, legal descriptions for the final Easement location(s) will be prepared at the expense of Grantee by such surveyor. The revised descriptions shall be incorporated into an amendment to this Easement and, upon preparation of said amendment, the same shall be executed by the Parties and then recorded at the sole expense of Grantee. Upon recording, the amendment to this Easement shall fix and constitute the final description of the Easement. Any portions of the area depicted on the diagram attached hereto as Exhibit "B" lying outside of the final Easement location(s) shall be considered released from the effect of this Easement; and any Easements or rights or obligations created hereunder, and title to such portion of Grantor's Property lying outside the final Easement location shall be considered immediately quit claimed and conveyed back to the owner of Grantor's Property.

Provided, to the extent maintenance or repair of any of the Easement Improvements reasonably requires excavation, alteration, or other surface disruption of portions of Grantor's Property, Grantee, Grantee's successors in ownership of Grantee's Property and/or a governmental entity with jurisdiction such as a sanitary sewer system operator, may alter such adjacent portions of Grantor's Property. Any such work shall be performed as expeditiously as is reasonably possible, and provisions and requirements related to original construction, including Restoration Work and BMPs will apply.

5. **TERM.** Unless otherwise provided for herein, the rights granted herein shall be perpetual, shall run with the land and shall be binding upon and benefit the Parties and their respective successors and heirs. See "Assignment" below regarding assigns.

6. **GRANTOR'S WARRANTY.** Grantor warrants and represents that Grantor has the right to grant this easement and the rights described here.

7. **INDEMNIFICATION.** Grantee and the then owner(s) of Grantee's Property and any homeowner's association that may now or hereafter be created for the benefit of the then owners of

Grantee's Property, as applicable (the "Owners"), shall protect, defend, indemnify, and hold harmless Grantor, its officers, officials, employees, and agents while such indemnitor(s) is/are acting within the scope of its/their retained or assumed rights or duties under this Easement from any and all costs, claims, judgments, and/or awards of damages (both to persons and/or property) arising therefrom and/or from Grantee's use and maintenance of Sewer Line pursuant to this Easement or from any activity, work or thing done, permitted or suffered by Grantee in or about Grantor's Property. Provided, the Owners will not be required to indemnify, defend, or save harmless Grantor if the claim, suit, or action for injuries, death, or damages (both to persons and/or property) is caused by the sole or concurrent negligence or other fault of Grantee, its officers, officials, employees, designees or agents, including while any of them are engaged in the performance of any rights or duties under this Easement. Where any such claim, suit, or action arises out of the concurrent negligence or other fault of both some or all of the Owners and Grantor, the indemnity provisions provided herein shall be valid and enforceable only to the extent of each party's own negligence or other fault.

For this purpose, Grantee, by mutual negotiation, hereby waives with respect to Grantor only, any immunity that would otherwise be available to it against such claims under the Industrial Insurance provisions of Chapter 51.12 RCW.

These indemnification and waiver provisions shall survive the termination of this Easement.

8. **SUCCESSORS AND ASSIGNS.** The rights and obligations of the Parties shall be for the benefit of and be binding upon their respective successors, heirs and assigns. Grantee may assign, in whole or in part, this Easement without permission of the Grantor.

9. **MODIFICATION.** No modification or amendment to this Easement shall be valid until the same is reduced to writing and executed with the same formalities as this present Easement.

10. **VENUE STIPULATION.** This Easement has and shall be constructed as having been made and delivered in the State of Washington and the laws of the State of Washington shall be applicable to its construction and enforcement. Any action at law, suit in equity or judicial proceeding for the enforcement of this Easement of any provision hereto shall be instituted only in the courts of competent jurisdiction within Spokane County, Washington.

11. **WAIVER.** No officer, employee, agent or otherwise of Grantee or Grantor has the power, right or authority to waive any of the conditions or provisions to this Easement. No waiver of any breach of this Easement shall be held to be a waiver of any other or subsequent breach. All remedies afforded in this Easement or at law shall be taken and constructed as cumulative, that is, in addition to every other remedy provided herein or by law. Failure of either party to enforce at any time any of the provisions of this Easement or to require at any time full and complete performance by the other of any provision hereof, shall in no way be construed to be a waiver of such provisions, nor in any way affect the validity of this Easement or any part hereof, or the right of either party to hereafter enforce each and every such provision.

12. **NOTICES.** All notices required or permitted under this Easement shall be in writing and served upon the Parties in person, by certified or registered mail (return receipt requested) directed to the mailing addresses set forth below or the mailing addresses designated by a party (or successor in ownership of all or any portion of Grantee's Property) pursuant to written notice, or by electronic mail to the email address set forth below or the email address designated by a party pursuant to written notice. Any notice so mailed shall be effective three (3) days after mailing. All changes of address shall be effective upon written notice in the fashion provided by this section. The Parties hereby designate the following individuals to receive notice at the time of execution of this Easement:

For Grantee:

Nationwide Capital Investment, LLC
C/O Ryan Buth
12128 N Division St. PMB 178,
Spokane, WA, 99218

For Grantor:

City of Spokane Parks & Recreation Department
C/O Director
808 W. Spokane Falls Blvd. Floor #5
Spokane, WA 99201

13. **ENTIRE AGREEMENT/ALL WRITINGS CONTAINED HEREIN.** This Easement, including the exhibits, contains all of the promises, agreements, terms, conditions, inducements and understandings between the parties relative to the Easement Areas. There are no other written or oral promises, agreements, conditions, inducements, understandings, warranties or representations, expressed or implied, between them other than as set forth herein. Grantor and Grantee each confirm having read and understood this entire Easement, and each now guarantees that no representation, promise, or agreement not expressed in this Easement has been made to induce that Party to execute this Easement.

14. **SEVERABILITY.** If any portion of this Easement should become invalid or unenforceable, the remainder of the Easement shall remain in full force and effect.

15. **ALL WRITINGS CONTAINED HEREIN.** This Easement contains all the terms and conditions agreed upon by the Parties. No other understandings, oral or otherwise, regarding the subject matter of this Easement shall be deemed to exist or to bind any of the Parties hereto.

IN WITNESS, WHEREOF, the Parties hereto have caused this instrument to be executed on this ____ day of _____, 2021.

GRANTOR:

APPROVED AS TO FORM:

CITY OF SPOKANE

City Attorney

City Administrator

ATTEST:

City Clerk

STATE OF WASHINGTON)

) SS.

County of Spokane)

On this _____ day of _____, 2021, before me personally appeared _____, and _____ to me known to be the City Administrator, and the City Attorney, respectively, of the CITY OF SPOKANE, a municipal corporation, that executed the within and foregoing instrument, and acknowledged the said instrument to be the free and voluntary act and deed of the corporation, for the uses and purposes therein mentioned, and on oath stated that they were authorized to execute said instrument and that the seal affixed is the corporate seal of said corporation.

Dated this _____ day of _____, 2021.

Notary Public in and for the State
of Washington, residing at _____
My Commission Expires: _____

GRANTEE: NATIONWIDE CAPITAL INVESTMENT, LLC

APPROVED AS TO FORM:

Ryan Buth, Member

EXHIBIT “A”

Sewer Line and Maintenance Road Easement Legal Description

To be inserted by amendment executed by the Parties.

EXHIBIT “B”

Sewer Line and Maintenance Road Easement Legal Depiction

To be inserted by amendment executed by the Parties.

EXHIBIT “C”

Grantee’s Property

To be inserted by amendment executed by the Parties.

Spokane Park Board

Briefing Paper



Committee	Riverfront Park		
Committee meeting date	Aug. 9, 2021		
Requester	Berry Ellison	Phone number: 509.652-6276	
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 type="radio"/> New <input type="radio"/> Renewal/ext. <input type="radio"/> Lease <input type="radio"/> Amendment/change order <input checked="" type="radio"/> Other		
City Clerks file (OPR or policy #)	OPR 2021-0437		
Item title: (Use exact language noted on the agenda)	Coffman Engineers phase I design contract/Lilac Butterfly		
Begin/end dates	Begins: 05/18/2021 Ends: 05/18/2022 <input type="checkbox"/> Open ended		
Background/history: The Lilac Butterfly failed in January 2021. An engineers assessment was performed immediately after and determined that structural deficiencies in the wing structure and pivot point (at top of mast) were the cause of the failure. Coffman Engineers and specialty consultant Guildworks worked with Park Staff to study/preliminarily design the aerodynamics, stability, safety, aesthetics, and cost of building a new butterfly. The study was offered to various stakeholders on August 2nd and was widely accepted as a feasible and attractive alternative to the original design. If the study is approved by Committee and Park Board, the contract may be amended to include final design.			
Motion wording: Motion to approve Lilac Butterfly Design by Coffman Engineers and allow Parks to negotiate contract addendum for final design.			
Approvals/signatures outside Parks: <input type="radio"/> Yes <input checked="" type="radio"/> No If so, who/what department, agency or company: Name: Email address: Phone:			
Distribution: Parks – Accounting culley.parris@coffman.com Parks – Pamela Clarke mar@guildworks.com Requester: Berry Ellison bellison@spokanecity.org Grant Management Department/Name: jmoog@spokanecity.org			
Fiscal impact: <input type="radio"/> Expenditure <input type="radio"/> Revenue Amount: Budget code: N/A N/A			
Vendor: <input type="radio"/> Existing vendor <input type="radio"/> New vendor Supporting documents: <input type="checkbox"/> Quotes/solicitation (RFP, RFQ, RFB) <input type="checkbox"/> W-9 (for new contractors/consultants/vendors) <input 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: Business license expiration date: <input type="checkbox"/> Insurance Certificate (min. \$1 million in General Liability)			

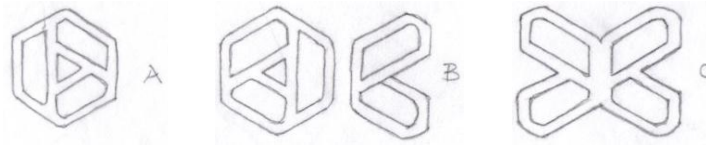
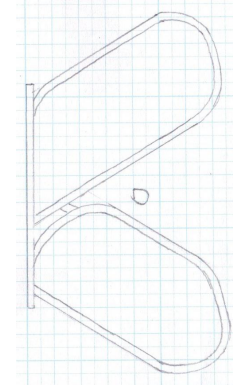
Spokane Butterfly 2021-22

Phase I -Design Report

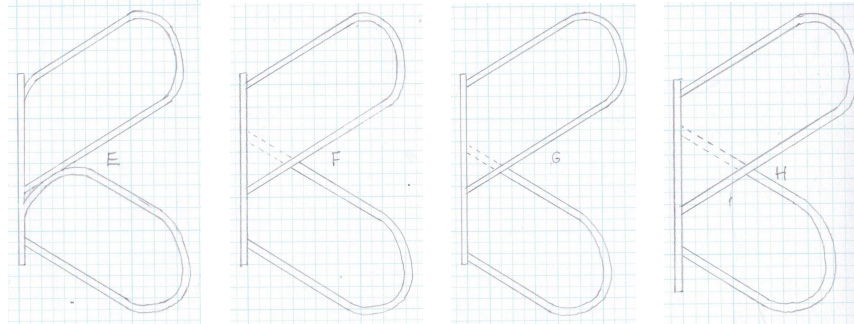
7/28/21

Honoring the Past Frame Approach

Following **feedback** it is clear that a more safe and stable solution is needed while honoring the **original intent and design** of the '74 butterflies while bringing the butterfly into the **2020's and beyond!**

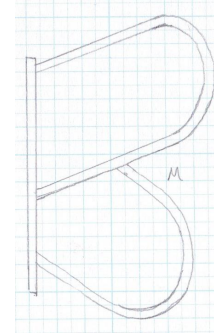
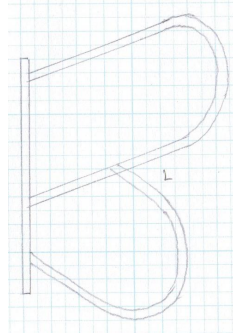
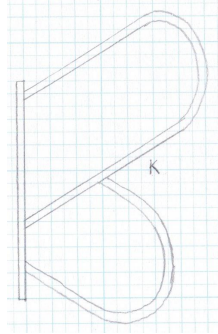


The following sketches show the progression of the '74 Butterfly design and development from the logo (A, B, C), through the original frame (D) which to note does not exactly follow the logo and puts space between the wings. We then move into a proposed evolution of the frame (E-M) in order to gain stability while retaining and moving closer to the original look and feel.



Finalizing a Proportion

Sketches K, L, and M show slight adjustments to the wing angles which will provide even more movement toward adapting the '74 logo and merging it with a true butterfly proportion.



Free Bottom Edge

If we view the original butterfly from 1974 there was no heavy spar on the bottom edge of the structure holding the bottom (trailing edge) of the wing.

Advantage - Reduce Wind Loading



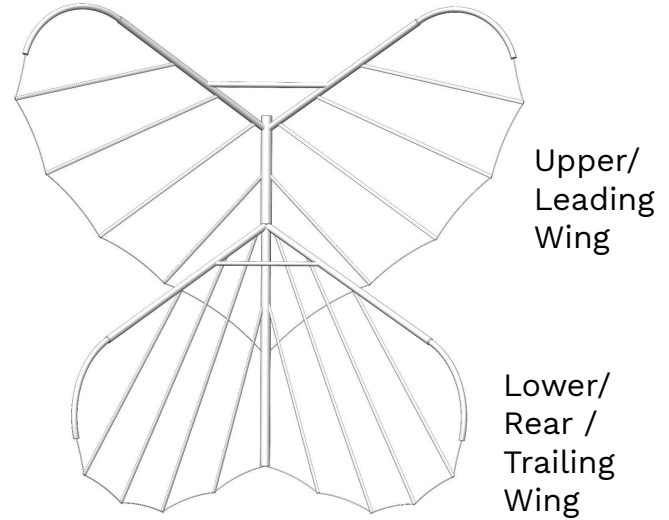
Batten Wing Approach

Windsurfing sails use **battens** to give the sail anchor points as well as catch the wind safely while holding the trailing edge and stiffness of a sail.



Advantages

- Less Aluminum fabrication
- Flexible wing reduces load
- Having battens allows going back to original unsupported design
- Produces a kinetic visual effect



Lower Wing Behind and Steeper Angle (dihedral) see page 7

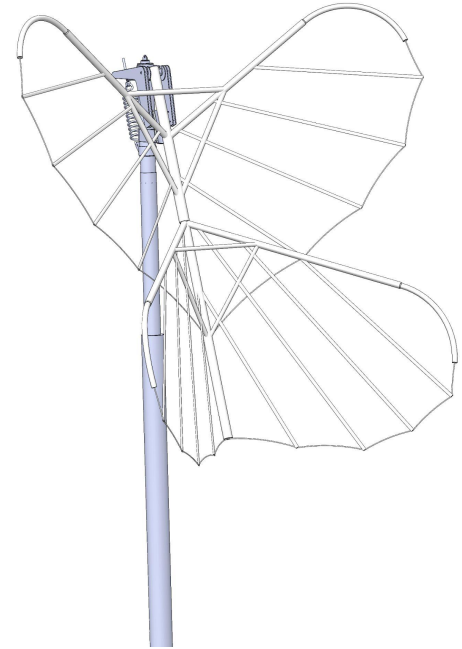


Advantages

- Reduced side and torqued load on full system
- Increased stability in wind

2021-22 Butterfly Frame Proposed Structural Updates and Advantages

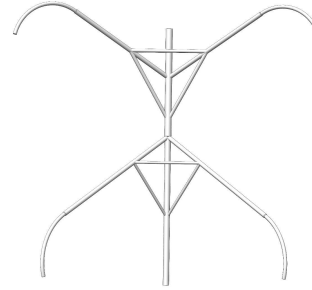
- Non-Framed Trailing Edge / Batten Design
- Increased Wing Support Tetrahedral Bracing
- Torsion Joint Allowing Spinal Twisting
- Bolted Connections
- Less aluminum bending
- Reduced wing loading
- Updated/ reinforced top assembly
- Failsafe lanyard connecting frame to mast



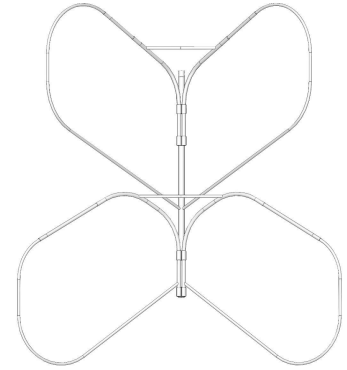
Proposed New Frame Compared to Old

Features of new vs. old:

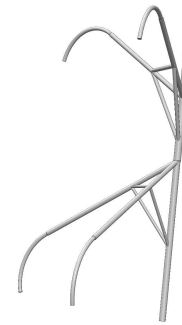
- Less overall framing
- Less custom curved frame
- Additional Arm Supports/ Stiffeners
- More compact mass for installation



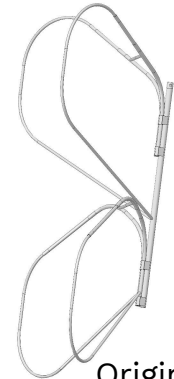
New



Original



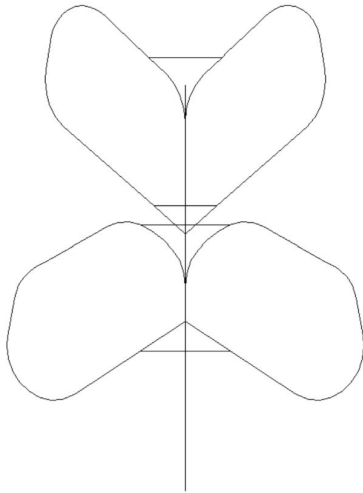
New



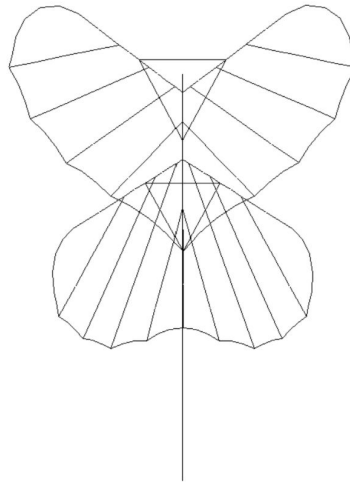
Original

Proposed New Wing Compared to Old

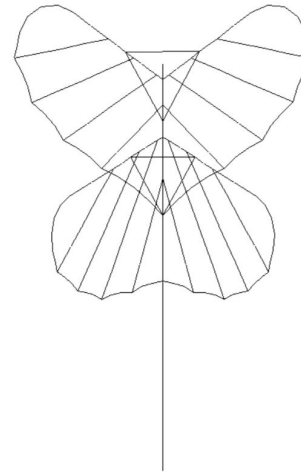
Comparison of overall shape and wings from original to new to a **15% reduced scale** version being considered for reducing loading on structure



Original



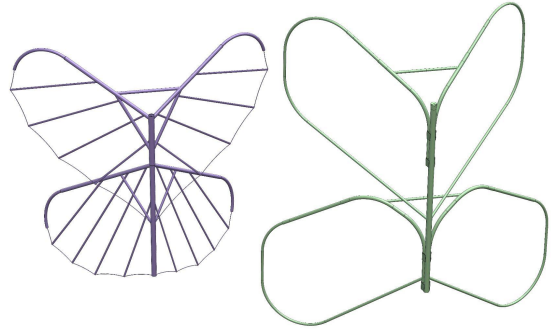
Preliminary



Preferred

Proposed New Frame Compared to Old

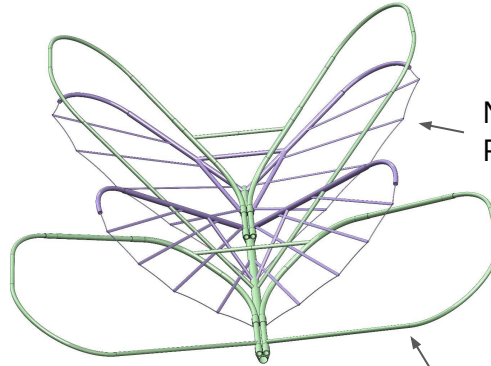
Visual Butterfly Comparison



New Preferred

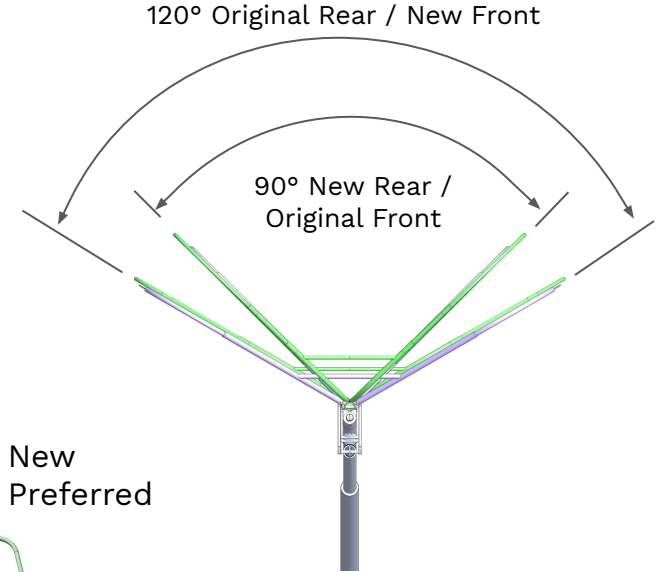
Original

Side by Side Comparison



Original

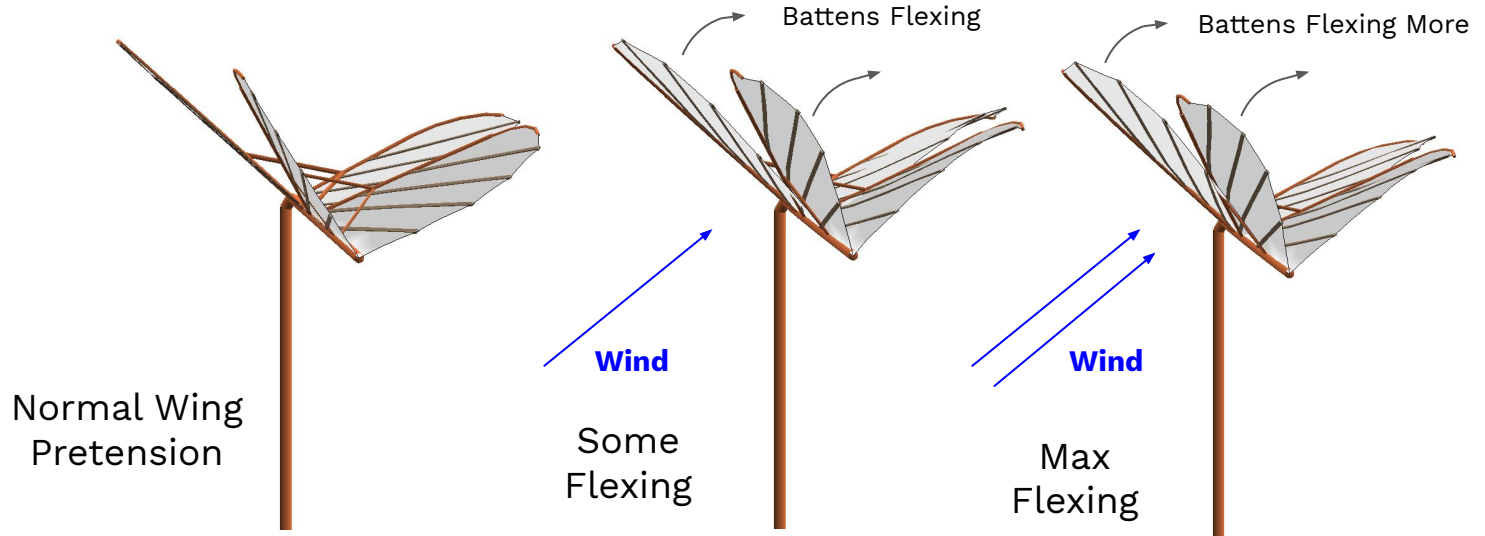
Overlaid Comparison



Inverted Dihedrals New / Original:
Narrow Rear Wing helps tracking to wind
And reduces overall loading

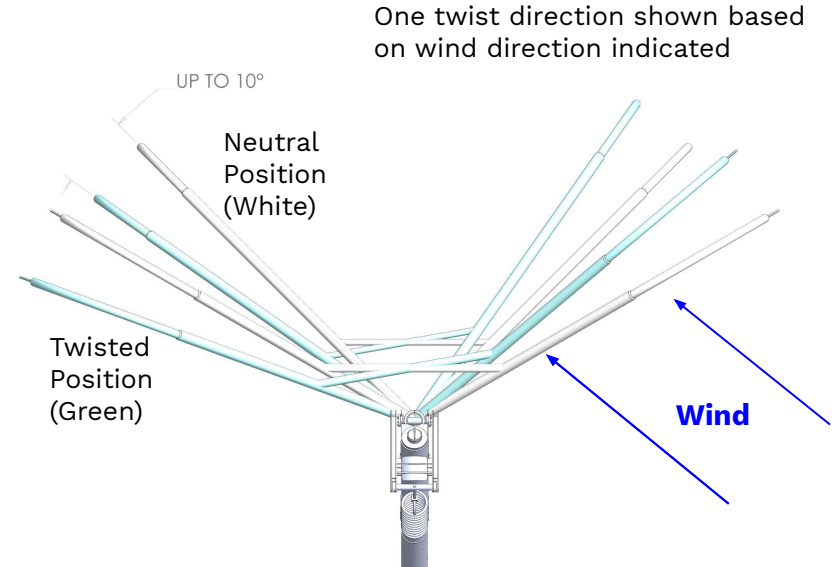
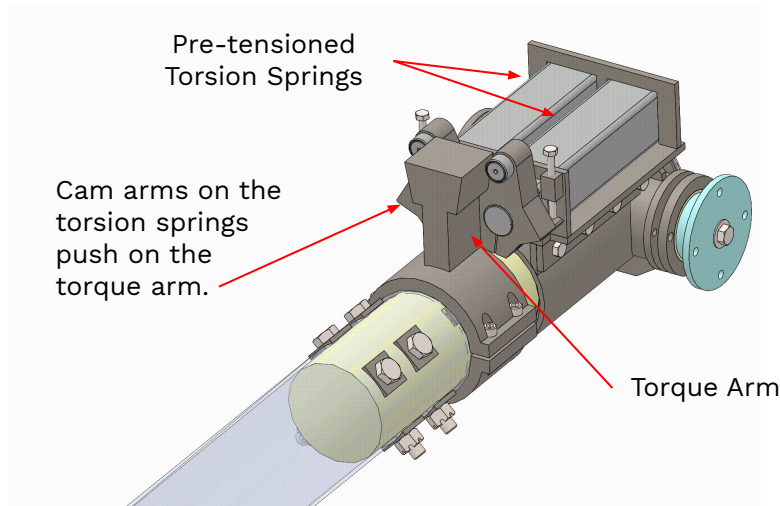
New Frame Batten Design and Wind Flex

Fiberglass sail battens provide flexibility in wind, reducing wind loading and adding visual dynamics.



New Frame - Torsion Joint Twist Ability

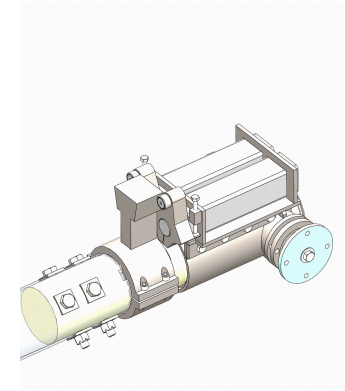
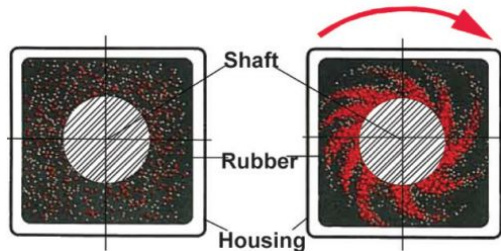
- Dual, adjustable, torsion axles allow limited rotation at spine mount to reduce moment in the wing frame members under unbalanced wind loading.
- The new joint will return wings to neutral position at rest.



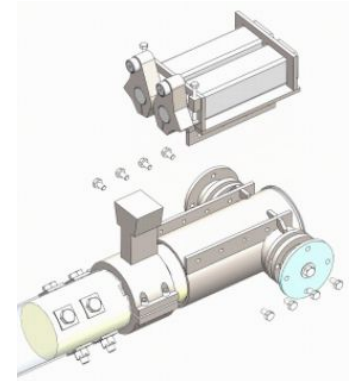
- The original butterfly didn't have a way to accommodate the twisting motion created by unbalanced wing loads.
- This was a primary contributor to the failure of the last butterfly.

Torsion Joint Detail and Engineering

- The torsion joint utilizes two off-the-shelf trailer torsion axles to absorb the twisting motion of the butterfly.
- The axles use rubber bonded to a center, splined shaft to resist twisting and are very corrosion resistant.
- The cartridge style torsion axles can be easily replaced and serviced.
- The force provided by the axles can be adjusted by changing the starting angle of the arms.
- Torsion sled can be easily removed for rare maintenance (see animation on the right).

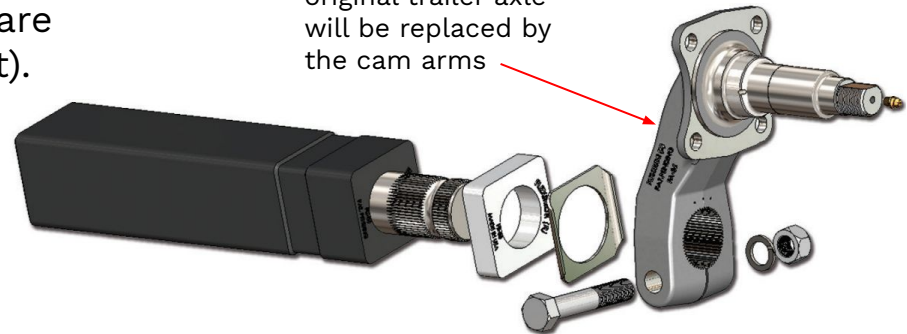


Torsion sled installed



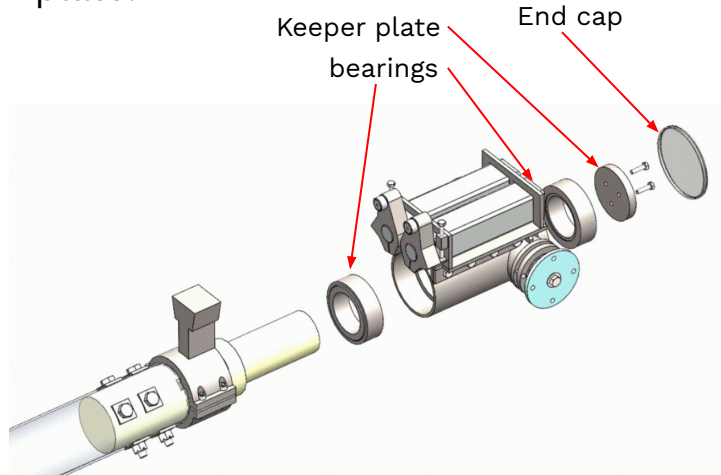
Torsion sled removed

This part on the original trailer axle will be replaced by the cam arms

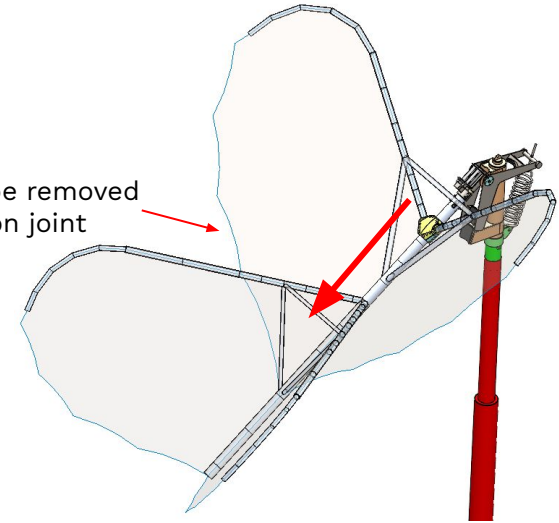


Torsion Joint Detail and Engineering

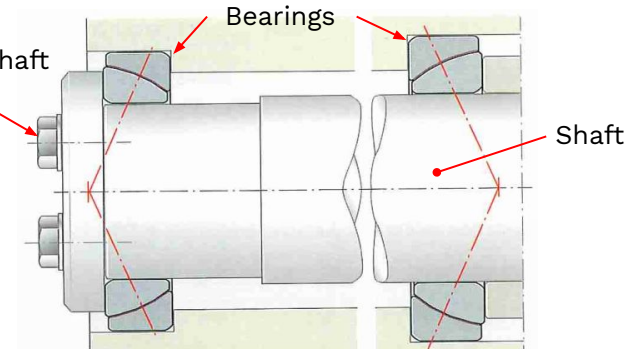
The new torsion joint uses an arrangement of maintenance free bearings that allows the mast (or main shaft) to be removed by unscrewing a cover and unbolting a keeper plate.



Mast can be removed from torsion joint



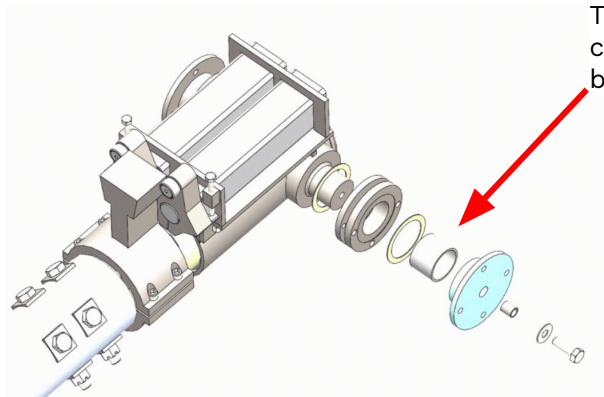
Keeper plate fastened to shaft with bolts



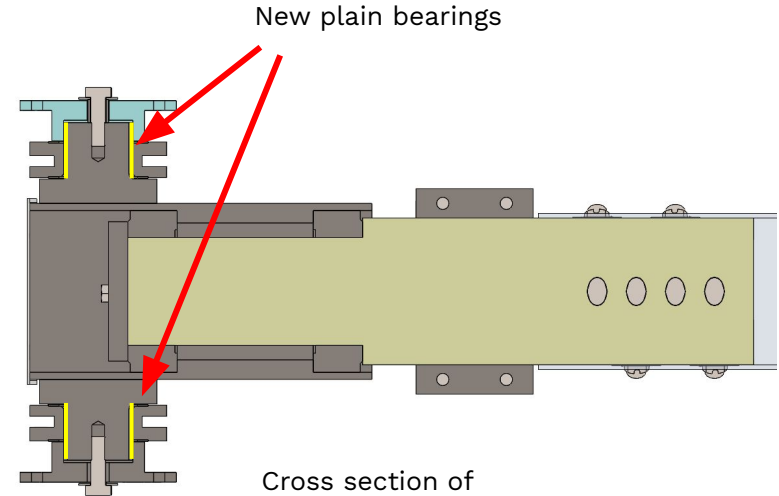
Bearing and cap arrangement similar to what is used on butterfly joint

New Pivot Bearings and Stub Shafts

- The old 2" steel pin and the old ball bearings that allowed the butterfly to swing up and down will be replaced by stronger, more supportive shafts and modern, maintenance free, plain bearings (similar to those utilized in the 2018 cap redesign).
- These bearings have no moving parts, have a longer service life, can handle higher loads, and require no lubrication.



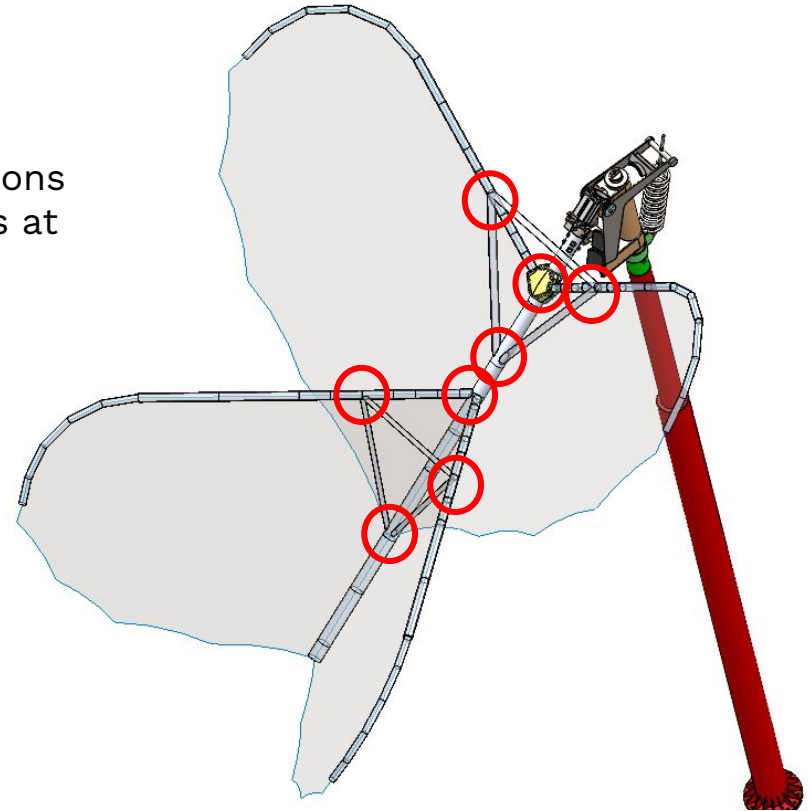
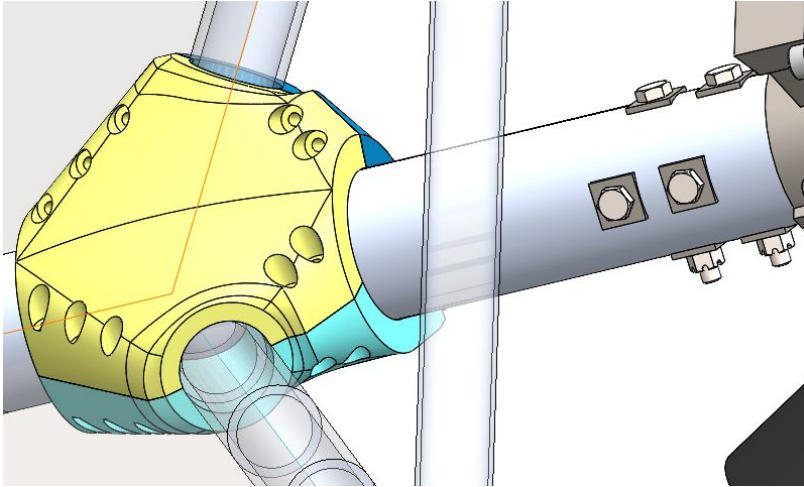
Exploded view of new bearings and shaft



Cross section of bearings and shaft

Frame Connections (Bolted not Welded)

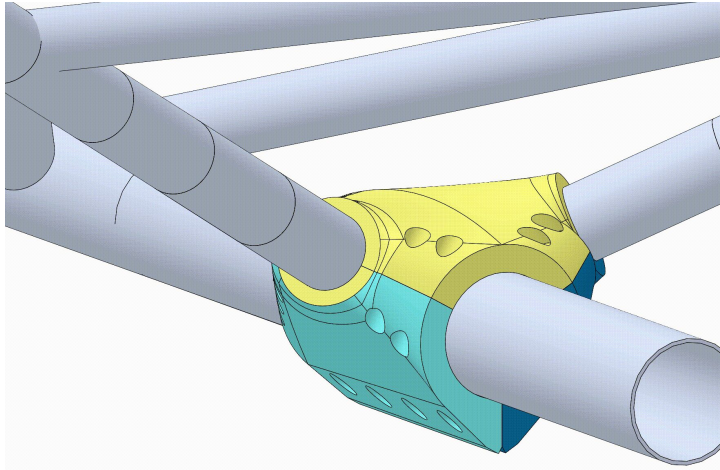
The wing joints will be bolted, clamp-on connections to eliminate strength reductions created by welds at key stress areas.



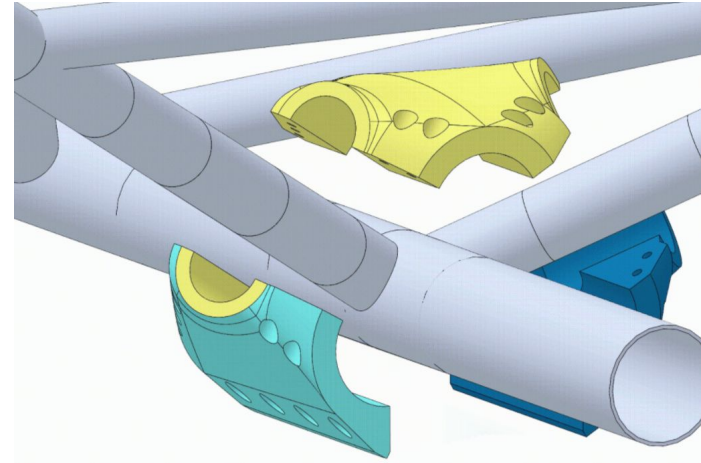
(Joints circled in red)

Frame Connections

- Each bolted wing joint will consist of three or four parts that clamp onto the wings and main shaft.
- These connections will allow the wings to individually disconnect from the main shaft.



Joint parts bolted in place

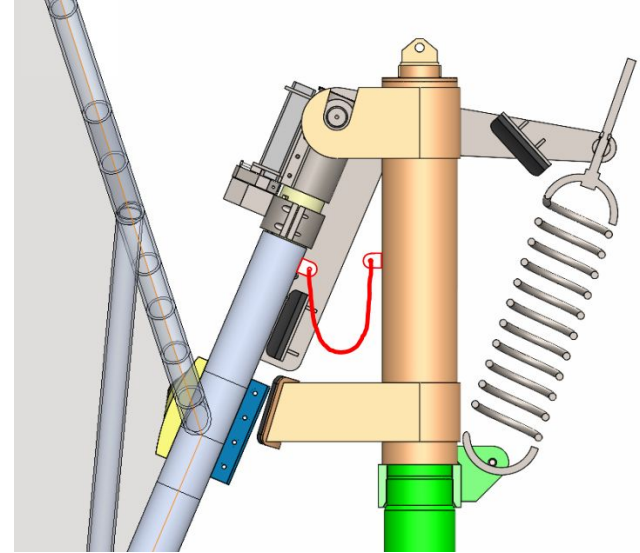
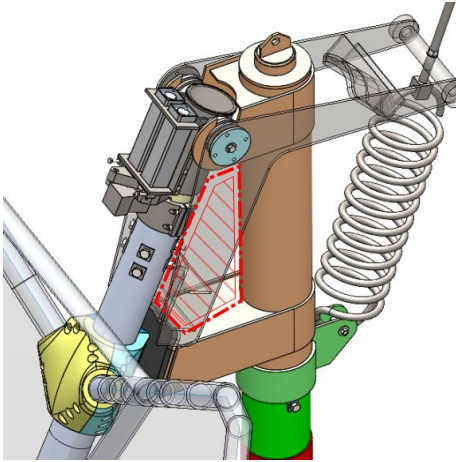


Exploded view of joint

Note: only one wing joint has been mocked up at this time.

Backup Lanyard

- A steel lanyard will connect the mast assembly to the butterfly's main shaft to prevent the butterfly from falling to the ground in case of a worst case scenario detach.
- The lanyard will be nested within the boomerang to be less visibly obtrusive.

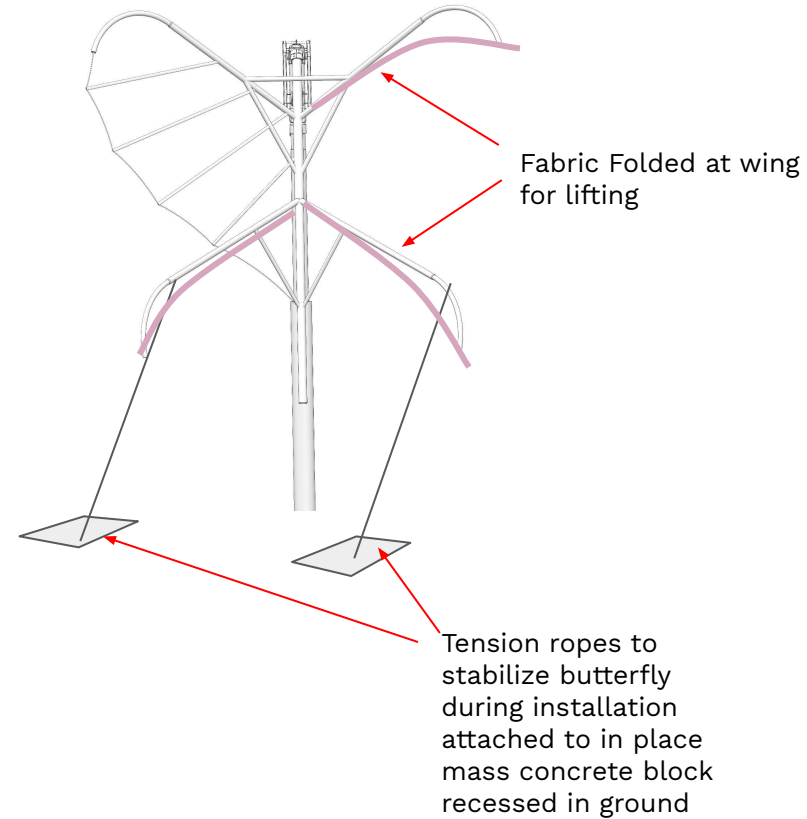
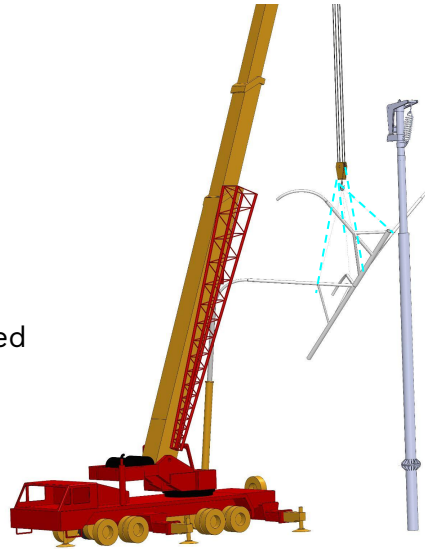


Installation Process

Frame can be lifted assembled with wing membranes bound to reduce wind loading then unfurled and secured once frame is up

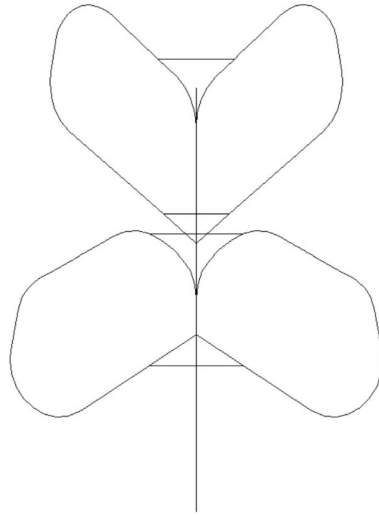
Advantages:

- Greatly reduce installation time
- Less time in lifts for fabric installation
- Easy repair and maintenance as needed

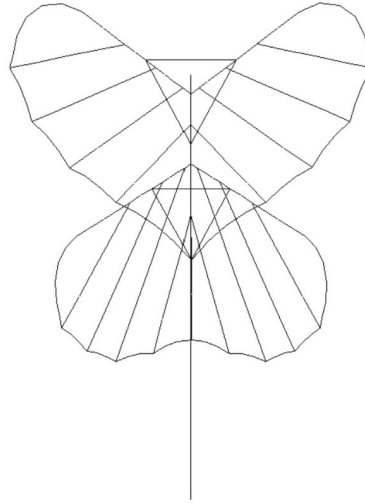


Wind Loading Studies

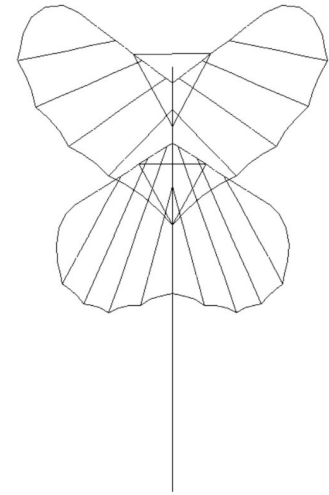
While looking at Wind loading force analysis we studied a 15% reduction in scale of the new Butterfly design, this has become our preferred size and solution.



Original



Preliminary

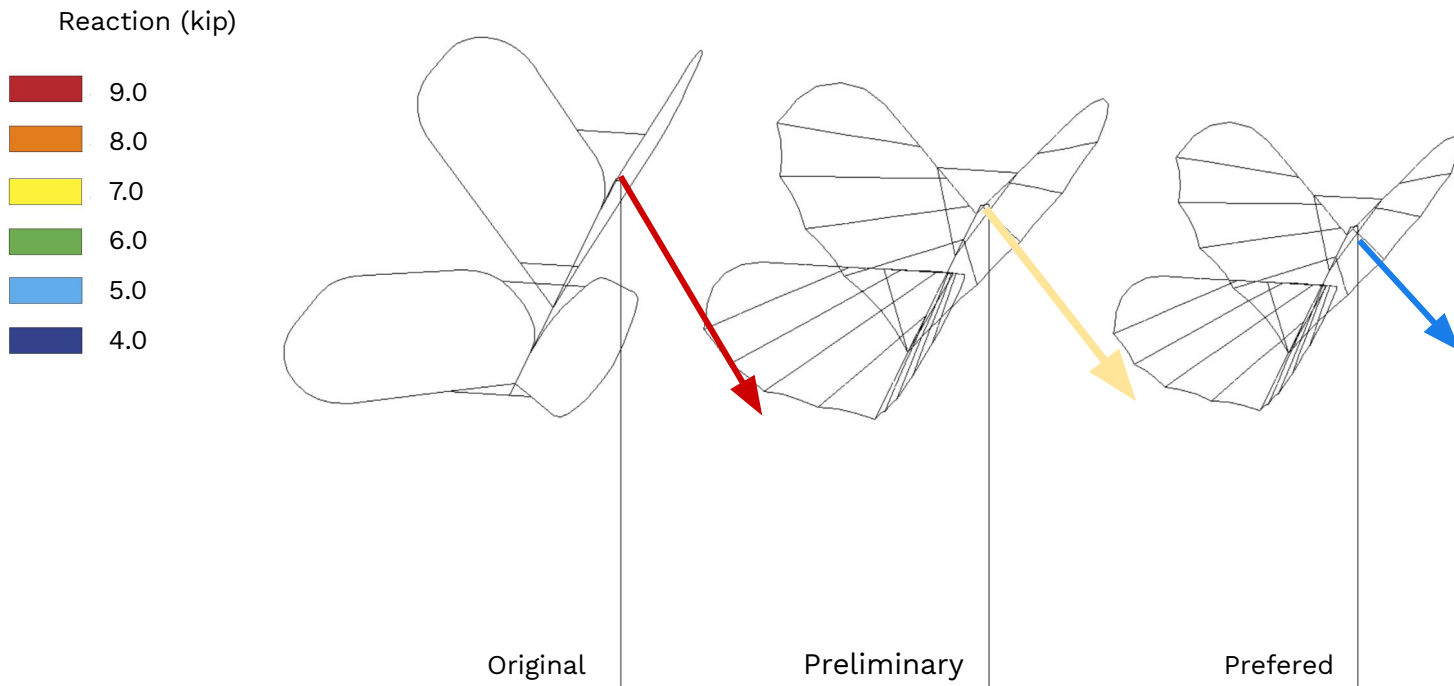


Preferred

Wing Design and Size- Wind Loading Studies Results

Average wind load reaction to design and scaled models

*engineering results simplified for overall ease of reference

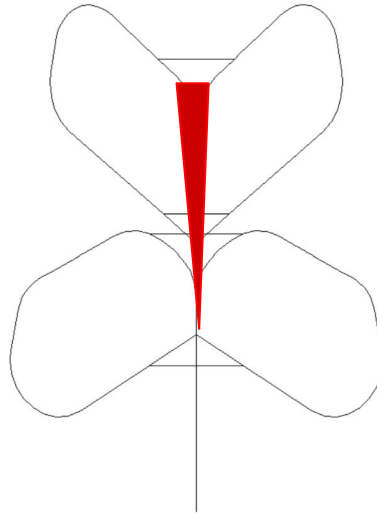
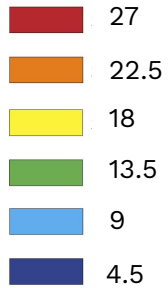


Loading Comparisons on Torsion

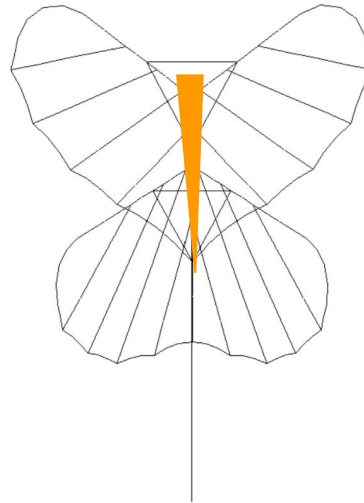
(twist in spine not including torsion bar)

*engineering results simplified for overall ease of reference

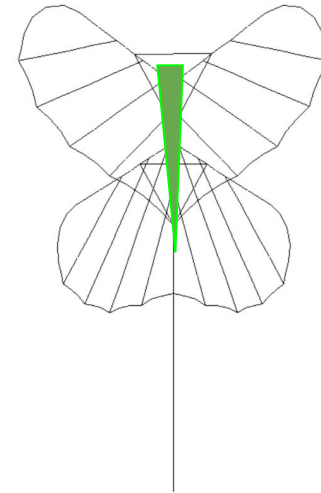
Beam Torsion (kip-ft)



Original



Preliminary



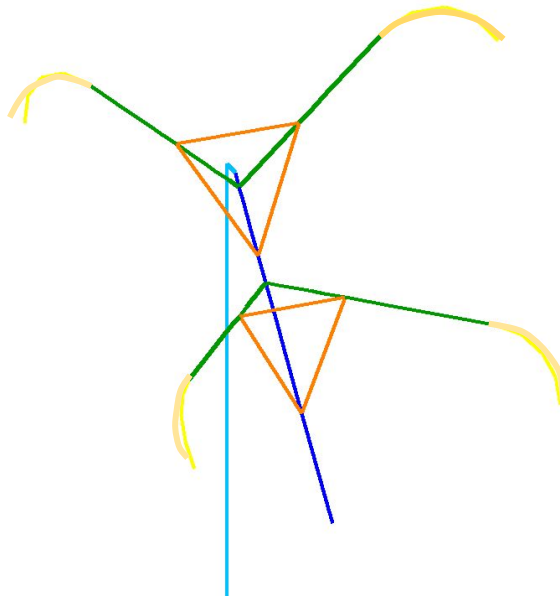
Preferred

New Preferred Frame at 15 % Reduced Scale

Member Sizing based on loading analysis

Section

- EXISTING POST
- CHS 8"ODx0.5"W
- CHS 5"ODx0.5"W
- CHS 4"ODx0.5"W
- CHS 3"ODx0.5"W



7

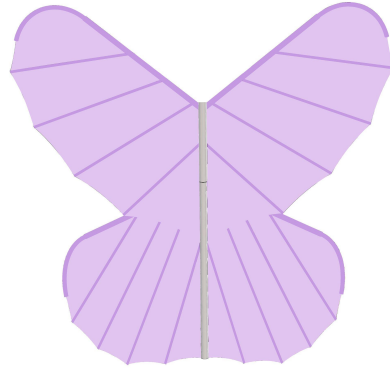
Wing Visual Design

The battens give us a new visual feature to work with in the design process. The following are a mix of options in design and colors and are only the beginning of what is possible.



The following pages have a number of options, as stated these are not a final selection but a starting point for feedback. In phase II further refinement of these will happen

Wing Visual Design - Basic Colors



a



b



c

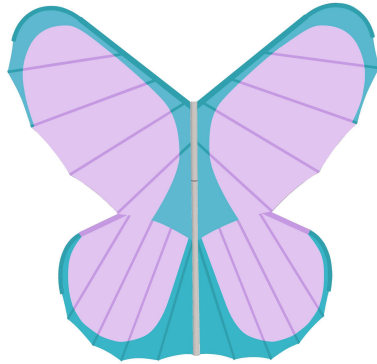


d



e

Wing Visual Design - Basic Colors with Border



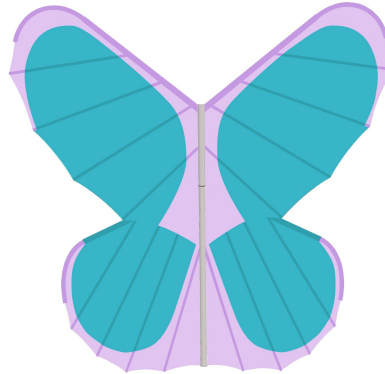
a



b



c

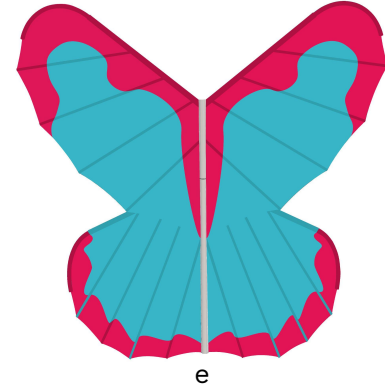
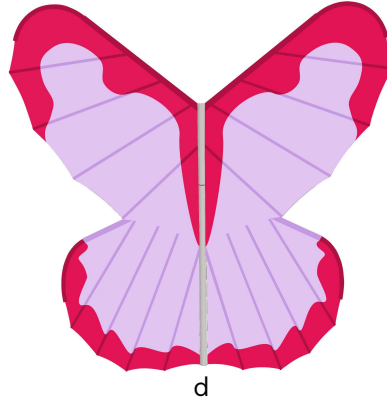
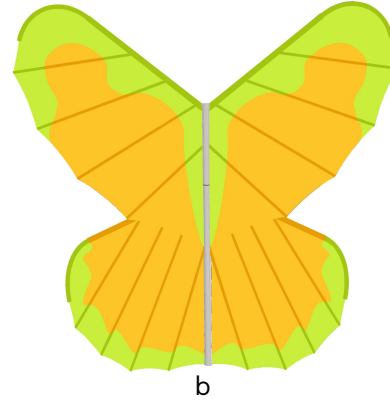


d



e

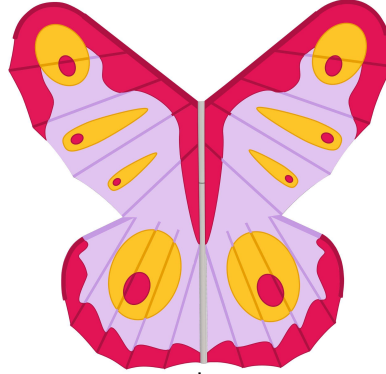
Wing Visual Design - Basic Colors with Fancy Border



Wing Visual Design - Fancy Border and Dots



a



b



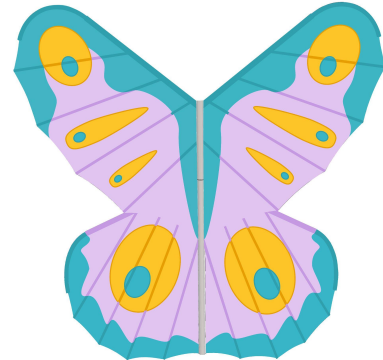
c



d



e



f

Wing Visual Design- side views



Phase II - Moving Forward

Phase 2 will turn these concepts into the New Butterfly. It includes:

- Evaluation and repair of the existing rotor, spring capacity check, and previous top assembly work.
- Detailed Design for construction & fabrication of new components, including:
 - Aluminum tube frame development
 - Machined frame joints
 - Batten fixtures and batten testing
 - Torsion joint assembly
 - Fabric wings connection details
 - Fabric wing patterning with final new design
- Materials and supplier sourcing
- Installation planning
- Lighting design

Budget

2020-21 Design, Fabrication and Construction estimated budgets

As Phase 1 design did not include construction quotable drawings, the budget needs for constructions contain a wide range of estimation at current moment

Design			
Pre Design		low	high
Failure Assessment and Next Step Planning/ Coffman		\$6,000	\$6,000
	subtotal	\$6,000	\$6,000
Design Fees- Phase 1			
Coffman		\$14,000	\$14,000
Guildworks		\$13,500	\$13,500
	subtotal	\$27,500	\$27,500
Design Fees- Phase 2			
Coffman		\$36,000	\$46,000
Guildworks		\$21,000	\$25,000
	subtotal	\$57,000	\$71,000
Design - Construction Support			
Coffman		\$1,500	\$2,500
Guildworks		\$0	\$1,500
	subtotal	\$1,500	\$4,000
Total Design Budget		\$92,000	\$108,500

Construction	low	high
Repair old rotor and boomerang	\$5,000	\$7,500
Butterfly Material-Aluminum	\$1,500	\$22,700
Butterfly Fabrication- Wing Joints	\$20,000	\$29,450
Butterfly Fabrication- tube bending (wing tips)	\$2,000	\$4,000
Butterfly Fabrication- Torsion Assembly	\$15,000	\$20,000
Misc. Butterfly Connections	\$5,000	\$13,000
Nickel Plate Steel Components	\$800	\$2,000
Assemble Frame	\$4,500	\$7,000
Install Service Ballast	\$3,500	\$4,500
Frame and wing assembly cradles	\$2,000	\$3,000
Erect Frame	\$4,500	\$6,800
Supply Fabric	\$16,000	\$20,000
Install Fabric	\$12,000	\$14,000
Ground based Up-lighting	\$1,500	\$4,000
frame transportation	\$1,000	\$3,000
Construction contingency	\$14,145	\$24,143
Tax (8.9%)	\$9,652	\$16,473
Total Construction Budget	\$94,300	\$160,950

Total Budget 1st Butterfly*	\$186,300	\$269,450
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*Design effort + construction of first butterfly

Budget

Second, New Butterfly		
Construction	low	high
New Foundation	\$15,000	\$18,000
New Mast	\$25,000	\$28,000
Butterfly Material-Aluminum	\$1,500	\$22,700
Butterfly Fabrication- Wing Joints**	\$20,000	\$29,450
Butterfly Fabrication- tube bending**	\$2,000	\$4,000
Butterfly Fabrication- Torsion Assembly**	\$15,000	\$20,000
Misc. Butterfly Connections**	\$5,000	\$13,000
Nickel Plate Steel Components	\$800	\$2,000
Assemble Frame	\$4,500	\$7,000
Install Service Ballast	\$3,500	\$4,500
Erect Frame	\$4,500	\$6,800
Supply Fabric**	\$16,000	\$20,000
Install Fabric**	\$12,000	\$14,000
frame transportation	\$1,000	\$3,000
Reduction for making at same time as 1st Butterfly	-\$14,000	-\$30,135
Construction Contingency	\$16,770	\$24,347
Tax (8.9%)	\$11,443	\$16,613
Total Construction Budget*	\$125,800	\$192,450

* Total calculated as if done at same time as replacement butterfly for fabrication savings

** Line items decreased fabrication costs due to duplicated parts between butterflies.



A revitalized Expo '74 Butterfly design integrates Spokane's historic past and bright future- The World's Fair with a modern flair.

New engineering tech ensures the long term safety and reliable functionality of this dynamic art piece at home only in Riverfront Park.

Locals and visitors alike will enjoy and appreciate this 21st century treatment of a 20th century icon.

Spokane Park Board

Briefing Paper



Committee	Riverfront Park										
Committee meeting date	Aug. 9, 2021										
Requester	Berry Ellison	Phone number: 509-652-6276									
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)	Garco Construction, Inc. / Vietnam Veterans Memorial renovation (\$56,198.30, tax inclusive)										
Begin/end dates	Begins: 08/12/2021 Ends: 05/01/2022 <input type="checkbox"/> Open ended										
Background/history: The Vietnam Veterans Memorial in Riverfront Park is approximately 37 years old and in need of restoration/renovation. The Innovia Foundation, Operation Fly Together campaign, and Washington State Department of Veterans Affairs have donated funds to support the restoration. The Park Board authorized use of Bond Funds in the amount of \$20,000. Bids for the restoration were solicited with the lowest bidder being Garco Construction, LLC. The project bid includes a base bid scope of work and two additive alternates. The base bid & alternate #2 are within budget and park staff recommends the Park Board approve the Base Bid and Alternate #2.											
Motion wording: Motion to approve Veterans Memorial Renovation with Garco Construction, Inc. base bid and alternate #2 in the amount of \$56,198.30, tax inclusive.											
Approvals/signatures outside Parks: <input checked="" type="radio"/> Yes <input type="radio"/> No If so, who/what department, agency or company: Garco Construction Name: Tim Welch Email address: tim@garco.com Phone: 509 755-7220											
Distribution: Parks – Accounting nhamad@spokanecity.org Parks – Pamela Clarke scottb@garco.com Requester: Berry Ellison bellison@spokanecity.org Grant Management Department/Name: jmoog@spokanecity.org gerrodm@garco.com											
Fiscal impact: <input type="radio"/> Expenditure <input type="radio"/> Revenue <table border="0"> <tr> <td>Amount:</td> <td>Budget code:</td> </tr> <tr> <td>\$30,000.00</td> <td>1950</td> </tr> <tr> <td>\$20,000.00</td> <td>3346</td> </tr> <tr> <td>\$6,198.30</td> <td>1400</td> </tr> </table>				Amount:	Budget code:	\$30,000.00	1950	\$20,000.00	3346	\$6,198.30	1400
Amount:	Budget code:										
\$30,000.00	1950										
\$20,000.00	3346										
\$6,198.30	1400										
Vendor: <input checked="" type="radio"/> Existing vendor <input type="radio"/> New vendor Supporting documents: <table border="0"> <tr> <td><input checked="" type="checkbox"/> Quotes/solicitation (RFP, RFQ, RFB)</td> <td><input type="checkbox"/> W-9 (for new contractors/consultants/vendors)</td> </tr> <tr> <td><input type="checkbox"/> Contractor is on the City's A&E Roster - City of Spokane</td> <td><input type="checkbox"/> ACH Forms (for new contractors/consultants/vendors)</td> </tr> <tr> <td><input checked="" type="checkbox"/> UBI: 600-297-734 Business license expiration date: 9/30/21</td> <td><input type="checkbox"/> Insurance Certificate (min. \$1 million in General Liability)</td> </tr> </table>				<input checked="" type="checkbox"/> Quotes/solicitation (RFP, RFQ, RFB)	<input type="checkbox"/> W-9 (for new contractors/consultants/vendors)	<input 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 checked="" type="checkbox"/> UBI: 600-297-734 Business license expiration date: 9/30/21	<input type="checkbox"/> Insurance Certificate (min. \$1 million in General Liability)		
<input checked="" type="checkbox"/> Quotes/solicitation (RFP, RFQ, RFB)	<input type="checkbox"/> W-9 (for new contractors/consultants/vendors)										
<input 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 checked="" type="checkbox"/> UBI: 600-297-734 Business license expiration date: 9/30/21	<input type="checkbox"/> Insurance Certificate (min. \$1 million in General Liability)										





INLAND NORTHWEST
VIETNAM VETERANS MEMORIAL
DEDICATED NOVEMBER 10, 1985
TO THOSE WHO SERVED AND TO
THOSE WHO GAVE THEIR LIVES
AND ARE NOW IN THE HANDS OF GOD





RIVERFRONT PARK VIETNAM VETERAN'S MEMORIAL RENOVATION						
Reference Number	Description	Type	UOM	Quantity	Garco Construction, Inc.	Bidder #2
#1	BASE BID:	Base	ea	1	\$45,870.00	N/A
#2	SALES TAX 9.0%	Base	ea	1	\$4,128.30	N/A
#3	TRENCHING SYSTEM	Base	ea	1	\$0.00	N/A
TOTAL BASE BID + SALES TAX					\$49,998.30	N/A
#4	ALTERNATE #1: ADDED MEMORIAL IMPROVEMENTS (including 9.0% sales tax)	Option	ea	1	\$48,319.27	N/A
#5	ALT 1 SALES TAX 9.0%	Option			\$4,348.73	N/A
TOTAL ALTERNATE 1 + SALES TAX					\$52,668.00	N/A
#5	ALTERNATE #2: ADDED WAYFINDING SIGNS (including 9.0% sales tax)	Option	ea	1	\$5,688.07	N/A
#6	ALT 1 SALES TAX 9.0%	Option	ea	1	\$511.93	N/A
TOTAL ALTERNATE 2 + SALES TAX					\$6,200.00	N/A

alternate #1 not
awarded at this time
contractor hold price



City of Spokane Invitation To Bid

BID

TO: CITY OF SPOKANE, WASHINGTON
PROJECT NAME: RIVERFRONT PARK VIETNAM VETERAN'S MEMORIAL RENOVATION

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:	\$ 45,870	ALTERNATE 1: ADDED MEMORIAL IMPROVEMENTS	
SALES TAX (8.9%) (9.0%)	\$ 4,128	(including 9.0% sales tax)	\$52,668
TOTAL BASE BID PRICE:	\$ 49,998	ALTERNATE 2: ADDED WAYFINDING SIGNS	
TRENCH SAFETY SYSTEM, if excavation greater than four feet (4') deep:	\$ 0.00	(including 9.0% sales tax)	\$6,200
			\$

CONTRACTOR RESPONSIBILITY.

Washington State Contractor's Registration No.	GARCOCI928D5
U.B.I. Number	602809160
Washington Employment Security Department Number	42091000-9
Washington Excise Tax Registration Number	602809160
City of Spokane Business Registration Number	T12054470BUS

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) ⁰ and agrees that their requirements have been included in this bid proposal.

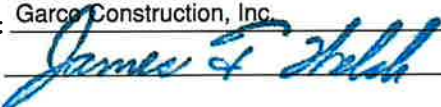
The firm agrees that its Bid will NOT be withdrawn for a minimum of forty five (45) calendar days after the stated submittal date.

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: Garco Construction, Inc.
SIGNATURE: 
TITLE: CEO PHONE: 509.475.2954
ADDRESS: 4114 East Broadway, Spokane WA 99202



City of Spokane Invitation To Bid

SUBCONTRACTOR LIST Garco Construction, Inc.

PROJECT TITLE: RIVERFRONT PARK VIETNAM VETERAN'S MEMORIAL RENOVATION

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

CONTRACTOR/SUPPLIER Clearwater Summit

TYPE OF WORK/BID ITEM Landscaping

AMOUNT \$ 5,000

CONTRACTOR'S REGISTRATION NO. CLEARSG00KN

CONTRACTOR/SUPPLIER Power City Electric

TYPE OF WORK/BID ITEM Electrical

AMOUNT \$ 2,000

CONTRACTOR'S REGISTRATION NO. POWERCE994BA

CONTRACTOR/SUPPLIER _____

TYPE OF WORK/BID ITEM _____

AMOUNT \$ _____

CONTRACTOR'S REGISTRATION NO. _____

☐ NO SUBCONTRACTORS WILL BE USED ON THIS PROJECT

August 5, 2021

Date


Signature of Authorized Representative

Spokane Park Board

Briefing Paper



Committee	Finance Committee		
Committee meeting date	Aug. 10, 2021		
Requester	Mark Buening	Phone number: 625-6544	
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/extension <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)	2022 budget calendar and budget priorities		
Begin/end dates	Begins: 08/12/2021	Ends:	<input type="checkbox"/> Open ended
Background/history: Each year, Parks submits the division's proposed annual budget to City Council for adoption. The proposed budget, adopted by the Park Board, will be transmitted to City Council the beginning of November. The 2022 budget calendar outlines the steps and time line for the board to adopt the final requested 2022 budget at the Oct. 14 Park Board meeting. As part of this budget calendar, the 2022 initial budget will be presented to the board at the Aug. 12 Park Board meeting.			
Motion wording: Approve the proposed 2022 Parks and Recreation Division budget calendar and budget priorities as presented			
Approvals/signatures outside Parks: <input type="radio"/> Yes <input type="radio"/> No If so, who/what department, agency or company: Name: _____ Email address: _____ Phone: _____			
Distribution: Parks – Accounting Parks – Pamela Clarke Requester: Mark Buening Grant Management Department/Name: _____			
Fiscal impact: <input type="radio"/> Expenditure <input type="radio"/> Revenue Amount: n/a Budget code: _____			
Vendor: <input type="radio"/> Existing vendor <input 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>			

2022 Budget Calendar Presentation

- August Committee Meetings – Staff will present the first run of the 2022 Budget to the Park Board Committees. This will include only salary and benefit changes and initial 2022 central service charges.
- The Committee members will have the month of August to review the budget, ask questions or request any additional clarifications or information. Parks staff will develop the 2022 Requested Budget during the month of August in the budget system.
- The individual Committees will forward their recommendations to the Finance Committee by no later than September 7th. Because of the timing of the City budget process, there will be continued budget refinements and discussion through the month of September.
- September 7th the Finance Committee forwards the Recommended 2022 budget to the Park Board; and the Park Board is scheduled to hear any public comment on the Parks and Recreation budget at the September 9th Park Board meeting.
- The Finance Committee then recommends a final 2022 Budget proposal to the Park Board on October 12th; and the Park Board is scheduled to adopt the final Requested 2022 Budget at the October 14th Park Board Meeting. There is typically central budget changes to salaries, benefits, and central charges during this time.
- After that, the Parks budget will be included in the City Budget and transmitted to the City Council in early November and in the past the City Budget was adopted in mid-December.

2022 Parks and Recreation Budget Priorities

Administration:

- Review all vacancies. Prioritize those we desire to fill and eliminate from the budget, any vacant position that no longer aligns with strategic goals.
- Create a new position: Inclusion Specialist/Volunteer Coordinator/Grant Writer
- Continue Fleet Pilot program, replacing expensive to maintain fleet with lease vehicles
- Continue to fund computer replacement, as many staff computers are over 5 years old

Operations:

- To be more inclusive of responsibilities, consider change in title of the overall “Park Ops or Operations” to another title to better include Natural Resources and Horticulture
- In an effort to continue to improve efficiencies, proceed with plan to centralize maintenance work under one maintenance operations umbrella:
 - Continue to move employees and resources to appropriate area including taking on the responsibilities of the sports complex maintenance
 - Balance responsibilities, reporting and resources available to the two Assistant Division Managers in the department
 - Move one M&P leadership position into another area and backfill with an L270 foreperson position
 - Continue with plan to share addition full-time staff resources with Riverfront Park during the winter season
- Work the Planning Department to correct permit funding deficiencies in Urban Forestry
- Create a trails category for the budget and assign staff to consistent maintenance in these areas
- Prepare to receive the responsibility of the city-wide Right-of-way Greenscapes and the opportunities/challenges presented
- Further evaluate the future of the Stores concept for the department
- Prepare for 3-4 employee retirements in key positions in the first half of 2022.
- Return to a full restroom season including opening all restrooms in early May
- Return to full mowing schedule for the entire growing season

Recreation:

- **Creating a succession strategy in the Recreation Division** so our community doesn’t feel the impacts of a drop or halt in the level of service if a highly skilled Recreation Supervisor retires or moved on to a new opportunity. There are several areas that this especially would impact: Therapeutic Recreation, Outdoor Recreation and Adult Athletics/Field Allocations.
 - Creating a chain of upward mobility opportunities increases morale and productivity and it also creates entry level opportunity’s creating equity for young graduates with fresh ideas that are more likely to stay with us if there is a potential for future growth.
 - The creation of an Adaptive/Inclusion/Volunteer Coordinator that works in tandem with TRS and Outdoor primarily will open us up for more inclusive programing, consistent volunteer policies and protocols

- The creation of a Recreation Aide position to assist with Adult Athletics and Field Allocations will increase revenue potential with added attention to the field and rv reservations in addition to aiding with the ever growing demand for adult recreational opportunities
- Promoting the Corbin Art Center Recreation Aide to a Recreation Assistant position will further prepare that area for success if and when the Supervisor retires
- Having a ¾ time Aquatics Maintenance person dedicated to keeping our 6 aquatics facilities functioning and in the best condition will save us financially and operationally
- **Expanding our Inclusion and Adaptive Programing to all areas of Recreation**
 - With the addition of a dedicated staff person working with staff and community members to ensure successful recreation participation for all ability levels.
- **Addressing Deferred Maintenance needs**
 - Our aquatic facilities are starting to show their age on their decks, tanks, etc, attention to these issues through a dedicated aquatics maintenance staff person would help keep these facilities looking and functioning to their best ability.
 - Corbin Art Center – has several areas that are also in desperate need of attention; the veranda, painting, rain gutter replacement, and refinishing of the interior hard wood floors.

Riverfront:

- **Organizational strength:** Fill Riverfront fulltime vacant positions. Completed assessment on family of ranger classifications to better adapt to Division wide needs.
- **Naming:** Complete the naming rights sponsorship for the US Pavilion.
- **Normalize and Formalize Operations:** Improve existing program and services. Document procedures and policies across Riverfront operational areas.
- **Implement Efficiencies:** Source and implement event management software and activate City Works workorder software. Advance efforts to more efficiently schedule temp seasonal employees when needed.
- **Cost recovery:** Seek alternative funding sources, adjust fees and charges, prioritize expenditures, and modify budget structure to reflect concessionaire service delivery method.
- **Philanthropic Support:** Support growth of friends of Riverfront Park and close Campaign for Riverfront.

Marketing and Communications:

- Sponsorship plan roll-out
- Volunteer recruitment growth, and support of “Friends of” groups
- Support of reservations/weddings marketing (to the level it can be implemented by operations)

Spokane Park Board

Briefing Paper



Committee	Development and Volunteer		
Committee meeting date	Aug. 2, 2021		
Requester	Fianna Dickson	Phone number: 625-6297	
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/extension <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)	DVC Citizen Advisory Committee structure and DVC non-Park Board member appointments		
Begin/end dates	Begins: 08/12/2021	Ends:	<input checked="" type="checkbox"/> Open ended
Background/history: In efforts to maintain consistency and continuity, the DVC recommends the Park Board align the new DVC Citizen Advisory Committee with the existing Urban Forestry Tree Committee CAC in terms of structure and committee appointments. A matrix outlining the proposed membership structure, appointments and terms was approved by the DVC. The CACs will have identical processes for selecting the committee chair, and how the committee establishes its own rules and procedures. Some items need be slightly tailored to the DVC CAC, including: 1) members of the DVC CAC will serve staggered two-year terms, rather than four years as it is for UF CAC; and 2) members may serve two consecutive terms to a maximum of four years. There may be up to four members on the DVC who are not members of the Park Board. The DVC recommends these non-Park Board member appointments shall be two-year terms and will be signed off by the director of Parks and Recreation.			
Motion wording: Approve the DVC CAC structure matrix as presented.			
Approvals/signatures outside Parks: <input type="radio"/> Yes <input checked="" type="radio"/> No If so, who/what department, agency or company: Name: _____ Email address: _____ Phone: _____			
Distribution: Parks – Accounting Parks – Pamela Clarke Requester: Pamela Clarke <div style="text-align: right;">fdickson@spokanecity.org</div>			
Fiscal impact: <input type="radio"/> Expenditure <input type="radio"/> Revenue Amount: _____ Budget code: _____ Budget neutral			
Vendor: <input type="radio"/> Existing vendor <input 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>			

The Citizen Advisory Committee to the Development & Volunteer Committee

Structure, Appointments, & Terms

The background features abstract, overlapping green geometric shapes in various shades, primarily concentrated on the right side of the slide, creating a modern and dynamic feel.

Quick Refresher: Structure of the Development & Volunteer Committee

Approved April 2021

Development & Volunteer Committee

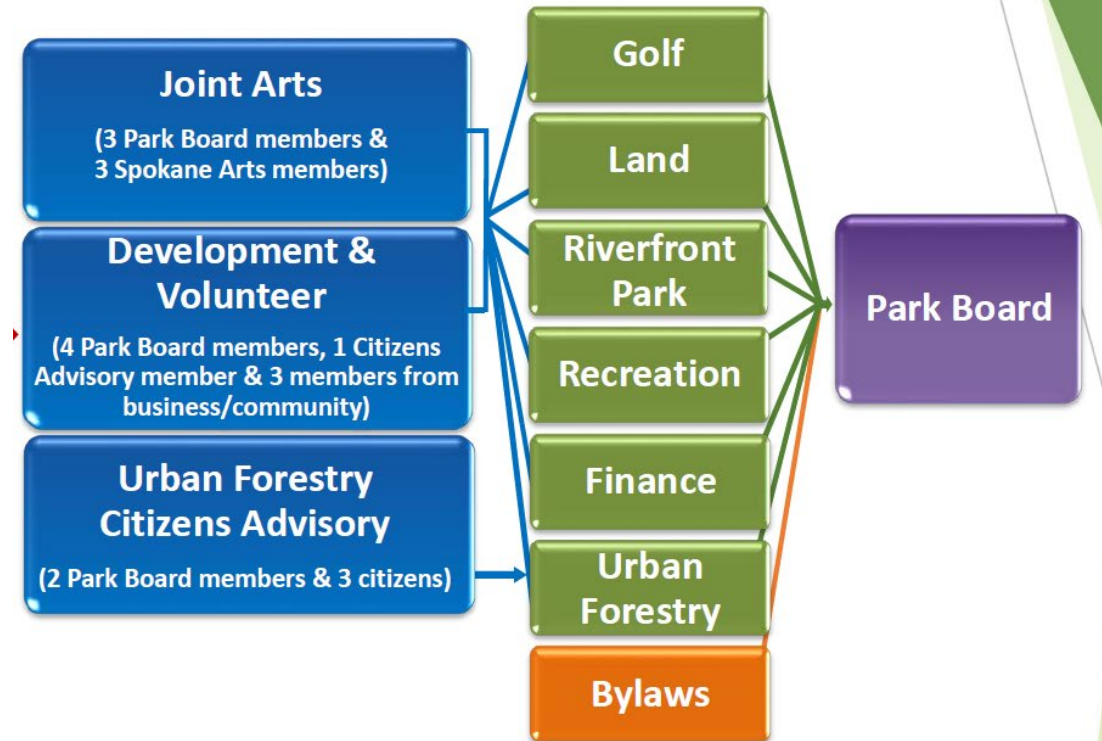
Goals

- Guide and support Parks & Recreation's capital and programming fundraising priorities
- Serve as an umbrella over "Friends of" groups
- Foster the creation and growth of new "Friends of" groups

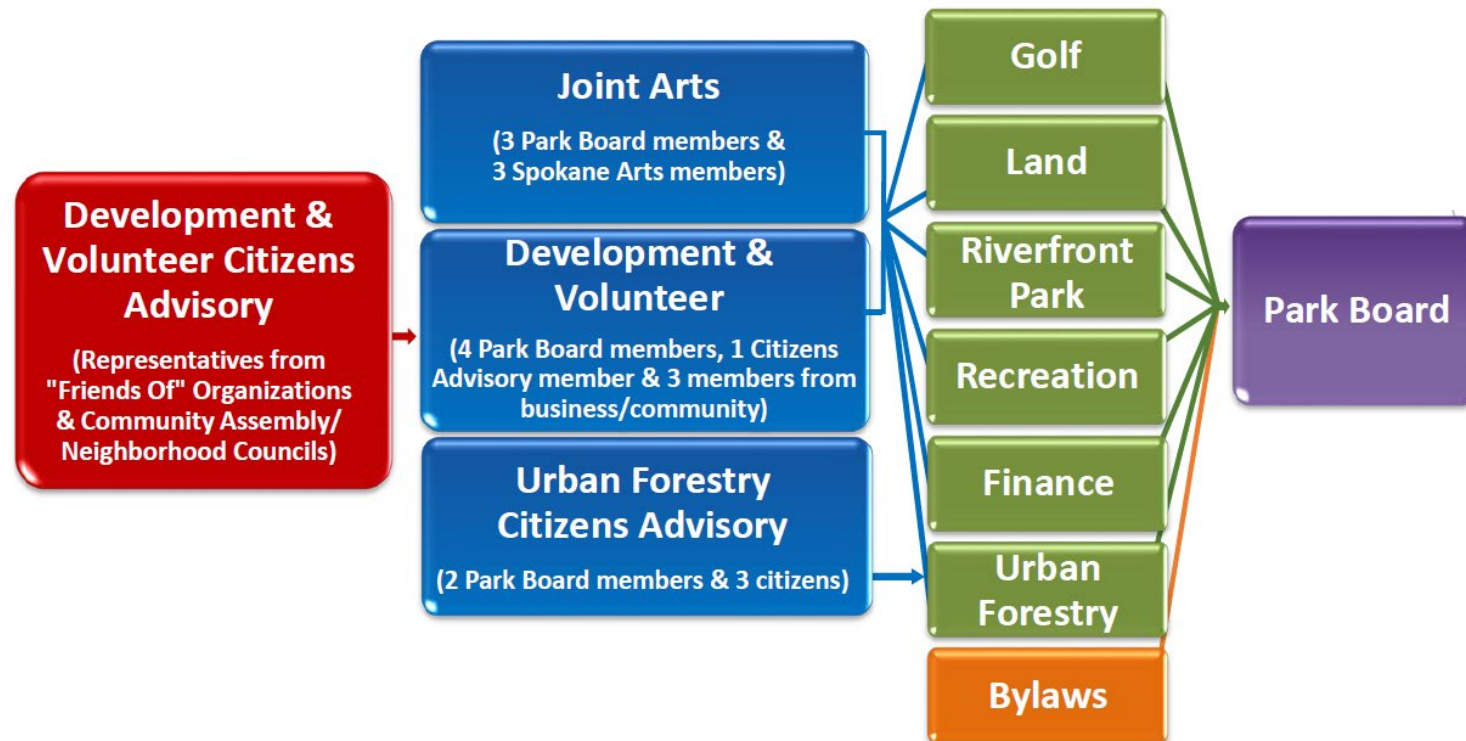
Development & Volunteer Committee

Composition & Representation

- The DVC is a “special” committee of the Park Board.
- All actions will come through a “regular” committee of the Park Board
- It will be comprised of 50% Park Board and 50% non-Park Board community members.
- There will be four Park Board members, three business/community members, and one representative from the DVC Citizen Advisory Committee (CAC).



Structuring the Citizen Advisory Committee of the DVC



Citizen Advisory Committee to the Development & Volunteer Committee

Recommended DVC Citizen Advisory Committee structure:

- **Membership:** The Citizen Advisory Committee will consist of up to 12 members, including 5 members from friends groups, 1 from Community Assembly, 2 from volunteer focus groups, 2 business leaders and 2 from partner organizations.
- **Appointments:** The DVC will make appointment recommendations to the CAC for consideration. Each appointment is acknowledged by a letter of appoint by the Parks director.
- **Terms:** Members serve staggered two-year terms; at the initial meeting, terms of one or two years will be determined by lot.
- **Term limitations:** Members may serve two consecutive terms, to a maximum of four years.
- **Selection of chair:** The committee elects its own chair, and establishes its own rules and procedures consistent with chapter 4.01 SMC.

PARK BOARD CITIZEN ADVISORY COMMITTEE STRUCTURE

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

To: The Spokane Park Board

Date: July 27, 2021

Re: New Funding for Indian Canyon

Dear members of the board:

First, may I offer my thanks to the board for its renewed focus on the state of the city's golf courses, including the development of master plans.

I am writing to propose a plan for generating revenue for master plan work at Indian Canyon.

By way of background, Indian Canyon holds a special place in the hearts of many in the Spokane area and beyond. Not only is it highly ranked, it's beautiful. If offered an opportunity and meaningful recognition, I believe many people would be willing to step up with donations for various projects.

The proposal:

1. Check with the appropriate people in charge to see if the idea is acceptable.
2. Put together a specific list of changes/upgrades/modifications in line with the master plan that could be presented to the public along with dollar amounts being sought.
3. Prepare a website that describes these opportunities.
4. Use the Spokane golfers mailing list to make golfers aware of the opportunities while providing information as to how the donor would be recognized.

For example, if a single individual or company funded redesign of a hole, that entity could have a permanent plaque in the clubhouse or placed on the tee box. If a project was presented as something to be funded by many small donations, donors could be attracted by, for example, a golf shirt, towel, sleeve of golf balls, or something similar, or by a prize ("donations of \$50 or more will be entered into a prize drawing for free golf at Indian Canyon for one year").

I recognize that the park board has its own priorities of which I am not fully aware. Should there be interest in my proposal I would be happy to work with the appropriate people in charge to develop the list of changes/upgrades/modifications. I would then be willing to prepare the website and do additional work in support of fundraising.

Thank you for your consideration.

-Andy

E. Andrew Boyd