

## **Spokane Park Board**

3:30 p.m. Thursday, September 14, 2023 In-person in Council Chambers, City Hall, and WebEx virtual meeting

#### Park Board Members Parks Staff Guests

X Bob Anderson – President X Gerry Sperling – Vice President X Garrett Jones – Secretary

X Nick Sumner

X Greta Gilman Sally Lodato (absent/excused)

X Jennifer Ogden X Barb Richey

X Hannah Kitz

X Kevin Brownlee

Doug Kelley (absent/excused) Jonathan Bingle - City Council liaison

(absent/excused)

Jason Conley Al Vorderbrueggen Fianna Dickson Jonathan Moog Mark Poirier Rich Lentz Katie Kosanke Nick Hamad Berry Ellison Jennifer Papich Mels Felton Sarah Deatrich

## **MINUTES**

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

- 1. Roll Call: Bob Anderson The meeting was called to order at 3:30 p.m. See above for attendance.
- 2. Additions or deletions to the agenda:

A. None

3. **Public comments:** 

A. None

#### 4. Consent agenda:

- A. Administrative and committee-level items
  - 1) August 10, 2023, regular Park Board meeting minutes
  - 2) August 21, 2023, special Park Board meeting minutes
  - 3) Claims August 2023
  - 4) Spilker Contracting, Inc. change order #2 / Liberty Park playground & restroom renovation project (\$10,400.00 plus applicable tax) – Berry Ellison
  - 5) AllPlay Systems, LLC. / fabricate, deliver, and install playground equipment at Wildhorse Park change order #1 (\$1,122.34 plus applicable tax) –Berry Ellison
  - 6) Washington State Recreation and Conservation Office/citywide playground deferred maintenance repair grant-authorizing resolution (no cost) - Nick Hamad / Carl Strona
  - 7) Lower Lincoln Park Shelter Mural Project (no cost) Josh Morrisey
  - 8) Wesslen Construction, Inc. Change Order #3 / Riverfront Lilac Butterfly Fabrication (\$1751.50 plus applicable taxes) – Berry Ellison

- 9) Personal Service Agreement with Park Mobile as Mobile Parking Payment System(s) Integrator Jonathan Moog
- 10)Interdepartmental Agreement for Maintenance of CSO 26 Plaza and Monroe Street Bridge Jonathan Moog
- 11)Park Parcel 35313.0016 utility easement agreement / Latah Hangman (in-kind services) Nick Hamad

**Motion No. 1:** Bob Anderson moved to approve consent agenda items #1 - #11, as presented Gerry Sperling seconded.

Motion passed with unanimous consent (8-0)

## 5. Special guests

A. None

- 4. Financial report and budget update Rich Lentz presented the July financial report and budget update.
  - A. Park Fund: The August operating expenditures for the Park Fund are approximately \$1.63 million more than the historic budget average. Year-to-date revenues are about \$1.25 million above the budget average. Revenues are exceeding expenditures nearly \$649,000.
  - B. Golf Fund: The August operating expenditures for the Golf Fund are about \$419,000 more than the budget average. Year-to-date revenues are below the budget average about \$575,000. Revenues are exceeding expenditures about \$1.36 million year-to-date.

## 5. Special discussion/action items:

A. 2024 proposed budget – Rich Lentz presented the 2024 Proposed Budget, which included revenue and expense discussion points for the operating divisions of Parks, Golf, Natural Resources, Recreation, Riverfront Park, and Park Operations. Budget risks for Parks and Golf were also reviewed.

## 6. **Committee reports**:

**Urban Forestry Tree Committee**: September 5, 2023 – Kevin Brownlee

A. Action items: None

Justyce Brant, Spokane Lands Council, gave a presentation on the SpoCanopy Program. She described the extensive tree planting taking place this year.

Katie Kosanke presented updates to the Engineering Design Standards and Planting Details which are currently out for community comments.

B. The next scheduled meeting is 4:15 p.m. October 3, 2023, in the Shadle Park Library events room, and virtually via WebEx.

**Land Committee**: September 6, 2023 – Greta Gilman

- A. Action items: Four of four action items were presented on the consent agenda.
  - 1) Proposed revisions to Sponsorships, Donations, and Naming Recognition Policy (deferred from August 2 Land Committee meeting) Fianna Dickson

A workgroup was formed (Gerry Sperling and Kevin Brownlee from Park Board and Fianna Dickson and Al Vorderbrueggen from Parks staff) to research revisions to the policy, developed in 2011 and revised in 2017. Small revisions which fell into two categories were made.

- a. Differentiate between "naming" and "renaming". Most park facilities are already named, typically with the name of the park property, therefore, to "name" a specific facility would actually be considered a "rename".
- b. Differentiate between programs and facilities. The potential for program naming was previously implied but not defined, which has now been elaborated on in this current revision.

These revisions clarify that naming and renaming of programs and facilities is an investment opportunity that provides benefits to parks properties and programs, as well as park property and program users. The policy will be reviewed periodically to ensure it remains up to date with our growing city and its park system.

**Motion No. 2:** Greta Gilman moved to approve the proposed revisions to Sponsorships, Donations, and Naming Recognition Policy as presented. Nick Sumner seconded.

Motion passed with unanimous consent (8-0)

The Land Committee discussed possible locations for a memory garden. Bob Scarfo, landscape architect and retired professor, is working with a group of people who would like to add a memory garden to one of Spokane's city parks. A memory garden is designed for people with cognitive disabilities and their care givers. Ideally the area should be a ¼ - ½ acre, fenced, quiet area with access to adequate parking. Bob estimates this garden could benefit approximately 20,500 people living in the greater Spokane area. He hopes this garden would act as a pilot project, eventually expanding to more Spokane parks. The committee agrees they would like to add a memory garden; however, they are not ready to determine a location due to concerns regarding access, parking, and stakeholder input. Bob will return to Land Committee once he has examined and addressed their concerns.

The group also discussed access easements and the Latah Valley Hangman Creek trail corridor.

B. The next scheduled meeting is 3:30 p.m. October 4, 2023, at Liberty Park Library events room, and virtually via WebEx.

**Recreation Committee**: September 6, 2023 – Jennifer Ogden reported A. Action items: None

Recreation Committee discussed their 2024 budget. After the approval of the raise in Athletic Field Fees in August, revenue increased by nearly \$4,000. Expenses decreased \$17,637 due to trimmed temp seasonal staffing and supply costs. There is a "transferred out" line item which refers to the Merkel turf replacement payment, which is being collected through the Sports Field Improvement Fee.

Jennifer Papich conducted further research to determine how many non-residents are enrolled in Recreation classes. The summer 2023 results indicated that non-residents accounted for 39% enrolled and 36% wait listed Corbin classes, and roughly 25% for both enrolled and waitlisted swim classes. Further discussion and research into comparable Washington municipalities will take place, concerning priority registrations for city residents and increased fees for non-city residents. The recreation team is also investigating the feasibility of residency verification software.

802 responses were received from the "How Do You Recreate" survey. Disc golf, pickleball, bicycling, dancing, dog parks, and birdwatching were among the top responses and 65% of the respondents were adults. Survey responses will assist in developing 2024 recreation programming.

This year, recreation has:

- Hosted 181 athletic teams equaling 1,913 participants. Volleyball, softball, cornhole, and flag football are popular.
- Hosted 79 summer camps with 1,495 participants
- Hosted 188 outdoor paddle trip participants
- Provided 610 river shuttles
- Provided 111 kayak rentals

\$81,000 was generated through 741 total camps.

The 2023 aquatics season ended with nearly 128,000 open swim participants.

Jennifer encouraged everyone to attend Corbin Art Center's Age of Elegance week, which ends on Sunday, September 17.

B. The next scheduled meeting is 5:15 p.m. October 4, 2023, at Liberty Park Library events room, and virtually via WebEx.

## Riverfront Park Committee: September 11, 2023 – Gerry Sperling

- A. Action items: Three of five action items were presented on the consent agenda.
  - 1) Garco Construction, Inc., Change Order #2 / Riverfront Park South Suspension Bridge Renovation Construction (\$78,942.01 plus applicable taxes) Berry Ellison

This change order includes type 4 repair changes, Nelson stud replacement, pack rust removal, and corbel replacement. The bulk of the cost of the change order is for the corbel replacement. When the project was initially bid, the need to replace the corbel was not known. Once work began and the deck was removed it became apparent that the corbel was beyond repair and needs to be replaced. Berry specified that the funds for this project are all REET funds and do not affect the Parks department's budget.

**Motion No. 3:** Gerry Sperling moved to approve the Garco Construction, Inc. change order #2 / Riverfront Park South Suspension Bridge renovation construction (\$80,248.00, including applicable taxes).

Barb Richey seconded.

Motion passed with unanimous consent (8-0)

2) Resolution regarding the Riverfront Park Dog Park Location, Project Priority, and associated funding / Riverfront Park (no cost) – Nick Hamad

"The Forestry Shelter & adjacent dog park" has been a top tier item in the RFP Capital Campaign since the Parks Master Plan was approved in 2022. The original thought was to incorporate both items together with a note recognizing that the estimated \$400k was likely low. The actual estimated cost for both was \$1.2 million, the bulk of which were for refurbishing the Forestry Shelter restrooms and leveling the sloped terrain. The Humane Society, through the Parks Foundation, committed a donation of \$250,000 and in their spring meeting they voted to explore the possibility of withdrawing the donation as there has been no

movement on the project for a year and a half. The team began exploring the possibility of relocating the dog park away from the Forestry Shelter further east on Havermale Point. The estimated cost was reduced to \$600-\$750k. This location provides flatter terrain and fits within the existing pathways in the Park. There is currently over \$500k in the unrestricted reserves of the RFP Capital Campaign. The proposed resolution would allocate up to \$500k of those unrestricted funds towards the dog park. The resolution would 1) designate the dog park as the highest priority project of the RFP Capital Campaign; 2) designate the 'alternative site' adjacent to the Forestry Shelter as the project location; 3) remove the south butterfly from the RFP Capital Campaign project list, reallocating unrestricted funds toward the dog park; 4) allocate up to \$500k of the RFP Capital Campaign unrestricted reserves to the dog park, ensuring a total project budget of up to \$750k; 5) direct the park director and staff to ensure project is complete and open to the public in 2024; and 6) direct the park director and staff to amend the agreement with the Spokane Parks Foundation as required to accomplish the above.

The Forestry Shelter is functional and will not be modified by this project.

The dog park will retain the name "Paw Park".

**Motion No. 4:** Gerry Sperling moved to approve the resolution regarding the Riverfront Park Dog Park Location, Project Priority, and associated funding / Riverfront Park (no cost), as presented.

Jennifer Ogden seconded.

Motion passed with unanimous consent (8-0)

B. The next scheduled meeting is 4:00 p.m. October 9, 2023, Pavilion conference room, Riverfront Park, and virtually via WebEx.

Golf Committee: September 12, 2023 - Nick Sumner

A. Action items:

1) 2024 golf fee increases – Mark Poirier

A \$5 overall round increase is being proposed, apart from the 9- or 18-hole Junior Rate which remain the same. Passes and miscellaneous fees have also been raised, apart from the Junior Unlimited Pass. All the proposed changes will include sales tax and the Facility Improvement Fee. From these increases, 84 cents of every dollar comes back to the golf fund, minus taxes and commissions.

Prior to settling on the fee increase rate, Mark researched rates at several regional golf courses. He is familiar with the condition of each of the courses and stated the City courses are in much better condition, and in most cases, lower rates. He also noted that over 60% of the City players purchase discount passes.

Mark also shared list of capital items which have been completed already, as well as possible improvements subject to the fee increase. The most substantial items include an HVAC system, cart path repair or replacement, bunker sand replacement or rebuilds, and the 5-year pool of equipment leases. This list is constantly evolving and could change depending on unknown factors. Bob mentioned the Golf Committee recommended good communication with golf patrons, to inform them for what the fee increase will be used. Mark informed Bob there will be an informational letter sent.

Mark also shared the proposed budget. The revenue reflects the anticipated fee increase.

Expenditures have risen significantly due in part to salary and benefits, supplies, and bank fees, as more people use credit/debit cards rather than cash. The 2023 budgeted capital needs is not an actual figure as the bids have not come in for the Esmeralda boiler yet.

**Motion No. 5:** Nick Sumner moved to approve the 2024 golf fee increases, as presented. Gerry Sperling seconded.

Motion passed with unanimous consent (8-0)

The Esmeralda boiler replacement project is currently out to bid.

The Spokane City Championship welcomed 150 players with 30 waitlisted and continues to grow each year.

B. The next scheduled meeting is 8:00 a.m. October 10, 2023, at The Hive events room 'B', and virtually via WebEx.

**Finance Committee**: September 12, 2023 – Bob Anderson

A. Action items: The action item was presented on the consent agenda.

Rich Lentz presented the draft 2024 budget and August Financials. The 2024 budget proposal outlines that with an increased general funds transfer and a planned \$100,000 reduction in transfers to the capital budget, there is a \$51,000 net revenue gain. Year-to-date Park fund compared to 2022, August financials show expenditures continuing to increase more than revenues. Total operating revenue increased \$851,000 while expenditures increased \$1.7 million. These numbers illustrate the need to explore additional funding pathways, with the levy being the primary focus.

B. The next scheduled meeting is 3:00 p.m. October 10, 2023, in the Library Park Library events room, and virtually via WebEx.

**Development & Volunteer Committee / Citizens Advisory Committee**: August 16, 2023 – Jennifer Ogden

A. Action items: None

The Development & Volunteer Committee and the Development & Volunteer Citizens Advisory Committee often share duplicate information at their meetings. As a result, the committees have combined their meetings to improve efficiency and avoid duplicating information.

Jennifer Ogden and Kelly Brown will be interviewing a potential new member to the DVCAC from Friends of Pickleball.

The group welcomed Jeff Lambert as the new president of Friends of the Bluff.

DVCAC member updates:

- Friends of the Bluff held their annual concert at the Rocket Market on August 26.
- Friends of Manito Park held their semi-annual plant sale on August 26.
- On August 31, Friends of Manito held Rosé in the Park, a ticketed event in the Japanese Gardens.

Jennifer iterated the importance of advertising Friends groups' events and mentioned the spokaneparks.org volunteer <a href="webpage">webpage</a>, which is a place for people to find volunteer opportunities with the City parks.

The DVC welcomed new member, Matt Antush.

Julie Biggerstaff, Community Assembly Representative, will be leaving the committee at the end of her term. Jennifer and Bob have met with Paul Kropp to discuss the next Community Assembly representative.

Lindsey Shaw advised the committee that Gonzaga University was sponsoring a Logan Neighborhood block party at Mission Park.

Jennifer feels the primary function of the DVC, as the levy approaches, will be informing people of the potential expenditures of the levy, and providing feedback to the Board regarding how the public would like to see the funding spent.

The committee will be exploring the use of Basecamp for DVC information sharing at the next meeting.

B. The next regularly scheduled Development & Volunteer Committee / Citizen Advisory Committee meeting is 4:30 p.m. September 20, 2023, in The Hive events room B, and virtually via WebEx.

## 8. **Reports**

A. President: Bob Anderson

The Board will be approving the 2024 budget at the October meeting. There will also be a language resolution for the levy that will be sent to Council.

Doug Kelley, our new Park Board member, was approved by the City Council at their September 11<sup>th</sup> meeting. Doug had a prior commitment for this meeting but will be present in October. Bob extended thanks to Christina VerHeul for her continued efforts with the Park Board through this process.

The Park Board retreat is scheduled for Friday, October 27, at The Hive. More information to follow.

Susie's Trail ribbon-cutting is on September 28 at 1:00 p.m.

- B. Liaisons
  - 1) Conservation Futures Nick Sumner No update
  - 2) Parks Foundation Barb Richey No update
  - 3) City Council Jonathan Bingle No update (absent)
- C. Director (Interim): Jason Conley

Garrett advised of the supporting resolution regarding a program and funding option which will move forward to the City Council for consideration. Nick Hamad provided an update on the program at the August board meeting, and the Executive Team has met since then. A recommendation will move forward to the Park Board. There will be briefing sessions, in small groups, to include members from the Park Board and City Council. They will discuss the program, the funding mechanism, timing, and schedule. A formal briefing will be given at a City Council committee meeting in October and moving forward with a resolution for the Council to consider in mid-November.

Jason Conley continued with the Director's update.

- Softball and flag football leagues have begun, and volleyball starts in October.
- Liberty Park ribbon cutting is coming up soon, date TBD.
- Goat grazing is underway. The goats are finished at Palisades Park and moving on to Hangman Park.
- Park Operations crew are aerating, fertilizing, and seeding, to prepare the parks for Winter.
- The WSECU sponsored Fall Fest is September 30 through October 1 at Riverfront Park. There will be live entertainment, food, vendors, and fun for all.
- Riverfront eats last day is September 26.
- Goose will perform at the U.S. Pavilion on September 23.

Two longstanding Parks employees are retiring soon: Jerry Unruh and Dave Randolf.

Jason introduced new employee, Mels Felton (they/them), Inclusion and Grants Coordinator. Mels comes to us with a background in non-profit education. They worked five years as Project Director of the Inland NW Disability Experience, which is a disability focused non-profit in Spokane, and serves Spokane County as well as Stevens, Ferry, and Pend Oreille counties. Prior to that, Mels was employed at Eastern Washington University's Pride Center which is where they found their love for diversity, equity, and inclusion work.

Mels holds a degree in English Literature which has benefitted them in their grant writing. They are looking forward to assisting Parks and Recreation to ensure projects are funded and spread equitably across the Spokane community.

## 9. Executive session

A. None

## 11. Correspondence:

A. Letters/email: None

12. **Adjournment**: The meeting was adjourned at 4:52 p.m.

### 13. **Meeting dates**

A. Committee meetings:

Urban Forestry Tree Committee: 4:15 p.m. October 3, 2023, in the Shadle Park Library events room, and virtually via WebEx.

Land Committee: 3:30 p.m. October 4, 2023, in the Liberty Park Library events room, and virtually via WebEx.

Recreation Committee: 5:15 p.m. October 4, 2023, in the Liberty Park Library events room, and virtually via WebEx.

Riverfront Park Committee: 4:00 p.m. October 9, 2023, Pavilion conference room, Riverfront Park, and virtually via WebEx

Golf Committee: 8:00 a.m. October 10, 2023, in The Hive events room 'B', and virtually via WebEx.

Finance Committee: 3:00 p.m. October 10, 2023, in the Liberty Park Library events room, and virtually via WebEx.

Development & Volunteer Committee / Citizens Advisory Committee: 4:30 p.m. September 20, 2023, in The Hive events room 'B', and virtually via WebEx.

- B. Park Board: 3:30 p.m. October 12, 2023, Council Chambers, lower-level City Hall, and virtually via WebEx.
- C. Park Board Study Session: No session scheduled at this time.

Minutes approved by:	Garrett Jones
	Garrett Jones, Park Board Secretary

## CITY OF SPOKANE PARK AND RECREATION DIVISION AUGUST 2023 EXPENDITURE CLAIMS FOR PARK BOARD APPROVAL - SEPTEMBER 14, 2023

## **PARKS & RECREATION:**

SALARIES & WAGES	\$ 1,311,995.33
MAINTENANCE & OPERATIONS	\$ 821,781.70
CAPITAL OUTLAY	\$ 5,940.86
DEBT SERVICE PAYMENTS	\$ -
PARK CUMULATIVE RESERVE FUND	\$ 235,501.20
RFP BOND 2015 IMPROVEMENTS:	
CAPITAL OUTLAY	\$ 8,768.17
GOLF:	
SALARIES & WAGES	\$ 204,246.14
MAINTENANCE & OPERATIONS	\$ 255,578.55
CAPITAL OUTLAY	\$ 57,648.25
DEBT SERVICE PAYMENTS	\$ -
TOTAL EXPENDITURES:	\$ 2,901,460.20

# Spokane Park Board Briefing Paper



Committee	Land Committee meeting date: Sept 6, 2023								
Requester	Berry Ellison		Pho	ne number: 62	25-6276	3			
Type of agenda item	OConsent (	Discussion	Olnfo	ormation		<ul><li>Action</li></ul>			
Type of contract/agreement	New Rene	wal/ext. OLe	ease <b>O</b> Amer	ndment/change	e order	Other			
City Clerks file (OPR or policy #)	2023-0369								
Master Plan Goal, Objective, Strategy	Goal K, Objective	1	Master Plan I	Priority Tier:	Tier On	e			
(Click <b>HERE</b> for link to the adopted plan)			(pg. 171-175)						
Item title: (Use exact language noted on the agenda)		Spilker Contracting, Inc. change order #2 / Liberty Park playground & restroom renovation project (\$10,400.00 plus applicable taxes)							
Begin/end dates	Begins: 09/14/202	23	Ends: 12/31/202	23	O	6/01/2525			
Background/history:									
This change order consists of five value added items.  PCO 11 adds contractor-provided cedar wood mulch in all planter areas in lieu of City-provided wood mulch.  PCO 12 is a change in tissue paper dispenser to custom heavy-duty dispenser. 4 total.  PCO 13 is a change in soap dispenser from the bid item to maintenance-friendly item. 4 total.  PCO 14 is an add of restroom identification signs in multilingual formats with installation. 2 total.  PCO 15 is an add of security light at the restroom facility. 1 total.									
Motion wording:  Move to approve Spilker Contracting cha amount of \$10,400.00 plus applicable tax			layground & re	stroom renovat	ion proj	ect in the			
Approvals/signatures outside Parks:	O Yes	○ No							
If so, who/what department, agency or c		_		Phone	E00 000	0.0054			
Name: Jon Spilker	Email address:			Phone:	509 638	3-9351			
Distribution: Parks – Accounting			gspokanecity.o gspokanecity.o						
Parks – Sarah Deatrich			ercontracting.c	-					
Requester: Berry Ellison		,	_						
Grant Management Department/Name:									
Fiscal impact:   Expenditure	Revenue								
Amount:   \$10,400.00 plus tax		ludget code:	.000-56301-480	าคร					
\$10,400.00 plus tax		1000-04020-04	000-30001-400	,,,,					
Vendor:   • Existing vendor	New vendor								
Supporting documents:									
Quotes/solicitation (RFP, RFQ, RFB)		— ·		rs/consultants/v					
✓ Contractor is on the City's A&E Roster - C ✓ UBI: 604-501-999 Business license exp		4 ✓ ACH Fo		ntractors/consul <sup>.</sup> nin. \$1 million in					

## CITY OF SPOKANE PARKS AND RECREATION DEPARTMENT CHANGE ORDER NO. 2

NAME OF CONTRACTOR: Spilker Contracting PROJECT TITLE: Liberty Park Playground & Restroom Renovation Project CITY CLERK CONTRACT NUMBER: 2023-0369 \_\_\_\_\_\_ **DESCRIPTION OF CHANGE:** AMOUNT: PCO 11 - Add Wood Mulch \$ \$5,600.00 PCO 12 - Change Restroom Paper Dispenser \$ 1,200.00 PCO 13 - Change Restroom Soap Dispenser 500.00 PCO 14 - Add Restroom Signage 600.00 PCO 15 - Add Motion Light \$ 2,500.00 \_\_\_\_\_\_ **TOTAL AMOUNT:** \$10,400.00 **CONTRACT SUM (EXCLUDE SALES TAX)** ORIGINAL CONTRACT SUM (INCLUDE ALTERNATES) \$ 375,729.87 NET AMOUNT OF PREVIOUS CHANGE ORDERS \$ 59,281.00 **CURRENT CONTRACT AMOUNT** \$ 435,010.87 CURRENT CHANGE ORDER (EXCLUDES SALES TAX) \$ 10,400.00 REVISED CONTRACT SUM \$ 445,410.87 CONTRACT COMPLETION DATE ORIGINAL CONTRACT COMPLETION DATE 12/31/2023 CURRENT COMPLETION DATE 12/31/2023 REVISED COMPLETION DATE N/A Contractor's Acceptance: Date: \_\_\_\_\_ City Approval: Date:

Attest: \_\_\_\_\_ City Clerk

Approved as to form: \_\_\_\_\_ Assistant City Attorney



#### PCO# 11 Add wood mulch

SECTION	DESCRIPTION	UNIT	QUANTITY	U/P	U/P	U/P	TOTAL	TOTAL	TOTAL	
				LABOR	MATERIAL	SUB	LABOR	MATERIALS	SUBS	TOTAL
	42 yards of wood mulch		51	0	90			0 4590	0	4590
	Material only		1				0	0 0	0	0
								0 0	0	0
	Delivery charges		1		280		0	0 280	0	280
								0 0	0	0
								0 0	0	0
								0 0	0	0
								0 0	0	0
								0 0	0	0
								0 0	0	0
								0 0	0	0
						SUBTOTA	L	0 4870	0	4870
						BUR/RATE	€ 0.3	6 0.015	0.015	
						BURDEN		0 73.05	0	73.05
								0 4943.05	0	4943.05
								SUP/MED	0	0
									_	4943.05
								Bond	0.03	148.2915
									_	5091.3415
								SpilkerO/H &P	0.1	509.13
										5,600
								TAX	0.09	504.04
								F	Γotal	\$6,105



#### PCO# 12 Change restroom paper dispenser

SECTION	DESCRIPTION	UNIT QUANTIT	/ U/P LABOR	U/P MATERIAL	U/P SUB	TOTAL LABOR	TOTAL MATERIALS	TOTAL SUBS	TOTAL
						(	0	0	0
						(	0	0	0
						(	0	0	0
4	4 steel dispensers		4	260	0	(	1040	0	1040
						(	0	0	0
						(		0	0
						(		0	0
						(		0	0
						(		0	0
						(		0	0
						(		0	0
					SUBTOTAL	(		0	1040
					BUR/RATE	0.36		0.015	
					BURDEN		) 15.6	0	15.6
						(	1055.6	0	1055.6
							SUP/MED	0_	0
									1055.6
							Bond	0.03	31.668
						S	SpilkerO/H &P	0.1	1087.268 108.73
								_	1,200
							TAX	0.09	108.00
							[	Γotal	\$1,308



#### PCO# 13 Change restroom soap dispenser

SECTION	DESCRIPTION	UNIT	QUANTITY	U/P LABOR	U/P MATERIAL	U/P SUB	TOTAL LABOR	TOTAL MATERIALS	TOTAL SUBS	TOTAL
								0 0	0	0
								0 0	0	0
								0 0	0	0
	4 soap dispensers from unline		4		109	0		0 436	0	436
								0 0	0	0
								0 0	0	0
								0 0	0	0
								0 0	0	0
								0 0	0	0
								0 0	0	0
								0 0	0	0
						SUBTOTAL		0 436	0	436
						BUR/RATE	0.3		0.015	
						BURDEN		0 6.54	0	6.54
								0 442.54	0	442.54
								SUP/MED	0_	0
										442.54
								Bond	0.03	13.2762
										455.8162
								SpilkerO/H &P	0.1	45.58
										500
								TAX	0.09	45.00
								[ī	otal	\$545



### PCO# 14 Add restroom signage

SECTION	DESCRIPTION	UNIT QUANTITY	U/P LABOR	U/P MATERIAL	U/P SUB	TOTAL LABOR	TOTAL MATERIALS	TOTAL SUBS	TOTAL
						(	) 0	0	0
						C	0	0	0
						C	0	0	0
C	Custom signage	2		261	0	C	522	0	522
						C	0	0	0
						C	0	0	0
						C	0	0	0
						C	0	0	0
						C	0	0	0
						C	0	0	0
						C	0	0	0
					SUBTOTAL	C	522	0	522
					BUR/RATE	0.36	0.015	0.015	
					BURDEN	C	7.83	0	7.83
					-	C	529.83	0	529.83
							SUP/MED	0	0
								_	529.83
							Bond	0.03	15.8949
								_	545.7249
						5	SpilkerO/H &P	0.1	54.57
								_	600
							TAX	0.09	54.03
							6	Γotal	\$654



### PCO# 15 Add motion light

SECTION	DESCRIPTION	UNIT	QUANTITY	U/P	U/P	U/P	TOTAL	TOTAL	TOTAL	
				LABOR	MATERIAL	SUB	LABOR	MATERIALS	SUBS	TOTAL
							(	0	0	0
							(	0	0	0
							(	0	0	0
M	lotion light		1		0	2175	(	0	2175	2175
							(	0	0	0
							(	0	0	0
							(		0	0
							(		0	0
							(		0	0
							(		0	0
							(		0	0
						SUBTOTAL	(		2175	2175
						BUR/RATE	0.36	0.015	0.015	
						BURDEN	(	) 0	32.625	32.625
							(	0	2207.625	2207.625
								SUP/MED	0_	0
									_	2207.625
								Bond	0.03	66.22875
									_	2273.85375
							9	SpilkerO/H &P	0.1	227.39
									_	2,500
								TAX	0.09	225.00
								[	Γotal	\$2,725



## **<** Business Lookup

## **License Information:**

New search Back to results

**Entity name:** SPILKER CONTRACTING LLC

**Business name:** SPILKER CONTRACTING LLC

**Entity type:** Limited Liability Company

**UBI #:** 604-501-999

**Business ID:** 001

Location ID: 0001

**Location:** Active

**Location address:** 9902 E PEONE LANDING LN

MEAD WA 99021-5025

Mailing address: 9902 E PEONE LANDING LN

MEAD WA 99021-5025



**Excise tax and reseller permit status:** Click here

Secretary of State status: Click here

## **Endorsements**

Endorsements held at this lo License #	Count	Details	Status	Expiration da First issuance
Spokane General Business - Non-Resident			Active	Aug-31-2024 Aug-02-2021
Spokane Valley General Business - Non-Resident			Active	Aug-31-2024 Aug-31-2021

## Governing People May include governing people not registered with Secretary of State

Governing people	Title
SPILKER, JON	

## **Registered Trade Names**

Registered trade names	Status	First issued
LLC	Active	Jul-12-2023
SPILKER CONTRACTING	Active	Aug-02-2022

The Business Lookup information is updated nightly. Search date and time: 8/25/2023 9:25:05 AM

## **Contact us**

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OP ID: MF

DATE (MM/DD/YYYY) CERTIFICATE OF LIABILITY INSURANCE 07/06/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed.

	SUBROGATION IS WAIVED, subject his certificate does not confer rights to						olicies may	require an endorsement	. A s	tatement on
PRO	DUCER			9-891-1000	CONTA	CT Core Bus	siness Unit			
	singame Insurance N. Argonne Rd				PHONE (A/C, No	509-80	1-1000	FAX (A/C, No):	509-8	91-1430
	kane, WA 99212					ss: michelle	@blasinga	meins.com		
Cor	e Business Unit				ADDICE			RDING COVERAGE		NAIC #
					INCLIDE	RA:CBIC	OKEK(S) AFFOI	RDING COVERAGE		37206
INICI	IDED				INSURE	Techno	logy Insura	ance Company		
Spill	RED ker Contracting LLC			INSURE	RC:Ohio Ca	asualty Insi	ırance			
	2 E Peone Landing Ln d, WA 99021									
	,				INSURE					
					INSURE					
	VED 4.050			· NUMBER	INSURE	RF:		DEVIOLON NUMBER		
				NUMBER:	VE DEE	N IOOUED TO		REVISION NUMBER:	IE DO	N IOV PEDIOD
	HIS IS TO CERTIFY THAT THE POLICIES IDICATED. NOTWITHSTANDING ANY RE									
С	ERTIFICATE MAY BE ISSUED OR MAY	PERT	AIN,	THE INSURANCE AFFORD	ED BY	THE POLICIES	S DESCRIBE			
	XCLUSIONS AND CONDITIONS OF SUCH				BEEN R			I		
INSR LTR	I TPE OF INSURANCE	INSD	SUBR	POLICY NUMBER		POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMIT	s	
Α	X COMMERCIAL GENERAL LIABILITY							EACH OCCURRENCE	\$	1,000,000
	CLAIMS-MADE X OCCUR	X		C11SM8535		05/22/2023	05/22/2024	DAMAGE TO RENTED PREMISES (Ea occurrence)	\$	300,000
								MED EXP (Any one person)	\$	5,000
								PERSONAL & ADV INJURY	\$	1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:							GENERAL AGGREGATE	\$	2,000,000
	POLICY PRO- LOC							PRODUCTS - COMP/OP AGG	\$	2,000,000
	OTHER:								\$	
	AUTOMOBILE LIABILITY							COMBINED SINGLE LIMIT (Ea accident)	\$	
	ANY AUTO							BODILY INJURY (Per person)	\$	
	OWNED SCHEDULED AUTOS							BODILY INJURY (Per accident)	\$	
	HIRED NON-OWNED AUTOS ONLY							PROPERTY DAMAGE (Per accident)	\$	
	AUTOS ONLY							(i or assident)	s	
	UMBRELLA LIAB OCCUR							EACH OCCURRENCE	\$	
	EXCESS LIAB CLAIMS-MADE								\$	
	DED RETENTION \$	1						AGGREGATE	\$	
В	WORKERS COMPENSATION							PER OTH- STATUTE ER	\$	
	AND EMPLOYERS' LIABILITY			11-39071-23039-272573		02/01/2023	02/01/2024			1,000,000
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	N/A				02/01/2020	02/01/2021	E.L. EACH ACCIDENT	\$	1,000,000
	If yes, describe under							E.L. DISEASE - EA EMPLOYEE	\$	1,000,000
	DÉSCRIPTION OF OPERATIONS below							E.L. DISEASE - POLICY LIMIT	\$	1,000,000
	CRIPTION OF OPERATIONS / LOCATIONS / VEHIC	•			ule, may b	e attached if mor	re space is requi	red)		
City	of Spokane is named as addition	nal i	nsur	ed						
CE	RTIFICATE HOLDER				CANC	ELLATION				
								ESCRIBED POLICIES BE C		
	City of Spokane							EREOF, NOTICE WILL I Y PROVISIONS.	oe Di	ELIVERED IN
	808 W Spokane Falls Blv	d								
	Spokane, W 99201				AUTHO	RIZED REPRESE	NTATIVE			
					ı	Esleva	_	7		
					2410	OWIN -	-mu mot			

ACORD

# Spokane Park Board Briefing Paper



Committee	Land		Comm	ittee meeting d		
Requester	Berry Ellison			Phone num	<b>1ber</b> : 625-627	6
Type of agenda item	Consent	Discussion		○ Information	n	<ul><li>Action</li></ul>
Type of contract/agreement	New ORer	newal/ext. 🔘 I	Lease	• Amendment	/change order	Other
City Clerks file (OPR or policy #)	2023-0447					
Master Plan Goal, Objective, Strategy	Goal K, Objectiv	ve 1	Mast	er Plan Priority	Tier: Teir 1	
(Click <b>HERE</b> for link to the adopted plan)	-		(pg. 1	71-175)		
Item title: (Use exact language noted on the agenda)	Allplay Systems LLC / fabricate, deliver, and install playground equipment at Wildhorse Park change order #1 (\$1,122.34 plus applicable taxes)					ment at
Begin/end dates	Begins: 04/13/2	023	Ends:	12/31/2023		06/01/2525
Wildhorse Park's play equipment wild design, the area of the playground the original contract was insufficient This change order covers the cost	l increased slig nt to cover the	htly. As a re full area of tl	esult, t he pla	the volume of roles	resilient woo	_
Motion wording:  Move to approve Allplay Systems, LLC cluber plus applicable taxes from Park Capital for	change order #1 for additional playground surfacing in the amount of \$1,122.34 funds.					
Approvals/signatures outside Parks:	Yes	○ No				
If so, who/what department, agency or co		•		_		
Name: Danielle Patterson	Email address	: danielle@allp	laysys	tems.com F	Phone: 360 80	8-5925
Distribution:				anecity.org		
Parks – Accounting		lisa@all <sub>l</sub>	playsys	stems.com		
Parks – Sarah Deatrich Requester: Berry Ellison						
Grant Management Department/Name:		mmurray	y@spo	kanecity.org ; tpri	nce@spokane	ecity.org
Fiscal impact: Expenditure	Revenue					
Amount:	<b>O</b> 1101 011110	Budget code:				
\$1,122.34 (plus tax)		1950				
		Park Capital F	unds			
Vendor:   Existing vendor	New vendo	or				
Supporting documents:	<u> </u>	-				
Quotes/solicitation (RFP, RFQ, RFB)		W-9 (1	for new	contractors/consu	ıltants/vendors	
✓ Contractor is on the City's A&E Roster - C ✓ UBI: 602-988-743 Business license exp		ACH F		or new contractors		

## CITY OF SPOKANE PARKS AND RECREATION DEPARTMENT CHANGE ORDER NO. 1

NAME OF CONTRACTOR: Allplay Systems LLC				
PROJECT TITLE: Fabricate, Deliver, and Install Wildhorse Park	Playground Equipment at			
CITY CLERK CONTRACT NUMBER: 2023-0447				
DESCRIPTION OF CHANGE:	AMOUNT:			
PCO 01 - Add Engineered Wood Fiber	\$ \$1,122.34			
TC	DTAL AMOUNT: \$1,122.34			
CONTRACT SUM (EXCLUDE SALES TAX)				
ORIGINAL CONTRACT SUM (INCLUDE ALTERNATES)	\$ 119,903.30			
NET AMOUNT OF PREVIOUS CHANGE ORDERS	\$ 0.00			
CURRENT CONTRACT AMOUNT	\$ 119,903.30			
CURRENT CHANGE ORDER (EXCLUDES SALES TAX)	\$ 1,122.34			
REVISED CONTRACT SUM	\$ 121,025.64			
	1			
CONTRACT COMPLETION DATE				
ORIGINAL CONTRACT COMPLETION DATE	12/31/2023			
CURRENT COMPLETION DATE	12/31/2023			
REVISED COMPLETION DATE	N/A			
Contractor's Acceptance:	Date:			
City Approval:	Date:			
Attest:	City Clerk			
Approved as to form:	Assistant City Attorney			



8/30/2023

Date: Bill To: AllPlay Systems, LLC P.O. Box 1886 Sequim, WA 98382

## Quotation

Prepared for: Berry Ellison

Quote valid until: 9/29/2023

Ship To:

Toll Free: 888.531.4881 Fax: 888.655.6412

Project: Spokane Wildhorse Park EWF Change Order wkb

Email: lisa@allplaysystems.com

Lisa Patrick (509) 954-0835

Spokane Parks & Recreation Spokane Wildhorse Park						
808 W. S <sub>l</sub>	pokane Falls Blvd		3717 N. Ralph St.			
Spokane,	WA 99201		Spokane, W	A 99202		
Contact:	Berry Ellison		Contact:	Rock W	/ells	
Phone:	509-625-6276		Phone:	509-29	0-8596	
Email:	bellison@spokanecity.org		Email:	rock@r	nountainrockdc.	com
Vendor	Item Description		Model	Qty	Unit Price	Total Price
	CHANGE ORDER					
Mtn	Additional EWF - 17 cy - installed			17	\$66.02	\$1,122.34
West						
Additiona	l Info:					
Additions	at iiio.				Subtotal	\$1,122.34
					Tax 9.0%	
						\$101.01
					Total	\$1,223.35
	t terms: 50% down, balance due Net 30 upon					
	unloading of freight at site. The customer m	ust report	all freight da	amage ar	nd missing items	within 2
busines	s days of delivery of items.					
Written	approval must be received prior to order init	iation. By	signing, dati	ng, and	returning this do	cument, the
	er accepts these terms and authorizes Allplay					
	Customer	Signature:				
	Customer	Jigilatul C.				
		Date:				



## **< Business Lookup**

## **License Information:**

New search Back to results

**Entity name:** ALLPLAY SYSTEMS LLC

**Business name:** ALLPLAY SYSTEMS

**Entity type:** Limited Liability Company

**UBI #:** 602-988-743

**Business ID:** 001

**Location ID:** 0001

**Location:** Active

**Location address:** 170 HAVENWOOD LN

SEQUIM WA 98382-8880

Mailing address: PO BOX 1886

SEQUIM WA 98382-4332



**Excise tax and reseller permit status:** Click here

Secretary of State status: Click here

## **Endorsements**

Endorsements held at this lo	License #	Count	Details	Status	Expiration da First issuance
Gig Harbor General Business - Non-Resident				Active	Jan-31-2024 Sep-04-2020
Lacey General Business - Non-Resident	182349			Active	Jan-31-2024 Aug-23-2019
Marysville General Business - Non-Resident	5925CON32	3		Active	Jan-31-2024 Jan-06-2023
Spokane General Business - Non-Resident	T12087740B	L		Active	Jan-31-2024 Jan-11-2013
Spokane Valley General Business - Non-Resident				Active	Jan-31-2024 Jan-18-2013
Tumwater General Business - Non-Resident	R-016187			Active	Jan-31-2024 Aug-16-2019

Governing People May include governing people not registered with Secretary of State



Governing people	Title	
HANSEN, JEFF		
PATTERSON, DANIELLE		
Registered Trade Nan	nes	
Registered trade names	Status	First issued
ALLPLAY SYSTEMS	Active	Apr-27-2012
	The Business Lookup information is upo 7:22:49 AM	lated nightly. Search date and time: 4/5/202

## **Contact us**

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## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 05/17/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on

this certificate does not confer rig	nts to the certificate holder	in lieu of such	endorsement(s).	
PRODUCER			CONTACT Kayla Furford NAME:	
Callis & Associates, Inc.			PHONE (360) 452-2314 FAX (A/C, No): (360) 452	2-1701
802 East 1st St, Suite 3			E-MAIL certificate@callisinsurance.com	
			INSURER(S) AFFORDING COVERAGE	NAIC#
Port Angeles	WA	98362	INSURER A: Great American E & S Insurance Co.	
INSURED			INSURER B: Allied Insurance Company of America	
Allplay Systems, LLC			INSURER C:	
DBA: Allplay Systems			INSURER D :	
PO Box 1886			INSURER E :	
Sequim	WA	98382-4332	INSURER F:	
COVERAGES	CERTIFICATE NUMBER:	CL235170918	8 REVISION NUMBER:	

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

	CLUSIONS AND CONDITIONS OF SUCH FO							
INSR LTR	TYPE OF INSURANCE		SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMIT	s
	COMMERCIAL GENERAL LIABILITY  CLAIMS-MADE COCCUR						EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 2,000,000 \$ 100,000
	GEAINIO-NIABE 24 0000K						MED EXP (Any one person)	\$ 5,000
Α		Υ		E703284	05/19/2023	05/19/2024	PERSONAL & ADV INJURY	\$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	\$ 4,000,000
	POLICY PRO- JECT LOC						PRODUCTS - COMP/OP AGG	\$ 4,000,000
	OTHER:							\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
	X ANYAUTO						BODILY INJURY (Per person)	\$
В	OWNED SCHEDULED AUTOS ONLY	Υ		ACP 3100141109	05/19/2023	05/19/2024	BODILY INJURY (Per accident)	\$
	HIRED AUTOS ONLY NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	\$
								\$
	UMBRELLA LIAB OCCUR						EACH OCCURRENCE	\$
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	\$
	DED RETENTION \$							\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER OTH-	WA State Stop Gap
A	ANY PROPRIETOR/PARTNER/EXECUTIVE	N/A		E703284	05/19/2023	05/19/2024	E.L. EACH ACCIDENT	\$ 1,000,000
5000	OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - POLICY LIMIT	\$ 1,000,000
А	Pollution Liability			E703284	05/19/2023	05/19/2024	Each Occurrence Aggregate	\$2,000,000 \$4,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Certificate holder and project owner are an additional insured with respects to the General Liability and Pollution Liability when required by written contract by the terms of form GLS 50 07 11 19 & GLE 20 10 04 13 . When required by written contract: GLE 20 37 04 13 Completed Operations - Blanket endorsement applies. GLE 25 03 03 97 Per Project endorsement applies. GLE 24 04 05 09 Waiver of Subrogation applies. GLE 50 06 12 19 Additional Insured - Primary & Non-contributory endorsement applies. Refer to policy(s) for all applicable terms, conditions, endorsements and exclusions. Evidence Only.

CERTIFICATI	E HOLDER		CANCELLATION
	City of Spokane Parks & Recreation Department 808 W Spokane Falls Blvd		SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
			AUTHORIZED REPRESENTATIVE
	Spokane I	WA 99201	andy Callis

# Spokane Park Board Briefing Paper



Committee	Land Committee Committee meeting date: September 6, 202						
Requester	Nick Hamad			Phone number:	509.363.	5452	
Type of agenda item	Consent	Discussion		○ Information		<ul><li>Action</li></ul>	
Type of contract/agreement	New Ren	iewal/ext. Ol	_ease	OAmendment/chan	ge order	Other	
City Clerks file (OPR or policy #)							
Master Plan Goal, Objective, Strategy	Goal K, Obj. 1 /0	Goal L, Obj. 1	Mast	ter Plan Priority Tier:	First Tie	er	
(Click <b>HERE</b> for link to the adopted plan)			(pg. 1	71-175)			
Item title: (Use exact language noted on the agenda)		Washington State Recreation and Conservation Office/citywide playground deferred maintenance repair grant-authorizing resolution (no cost).					
Begin/end dates	Begins: 09/14/20	023	Ends:		<b>√</b> 0	6/01/2525	
Background/history:							
Requesting grant authorizing resolution (RCO Project 23-1625 mnt) to the Washington State RCO for part of the Grant program is specific to diagency.	as required for project funding	r City of Spol	kane	Parks to sponsor a	grant a	pplication	
Motion wording:  Motion to approve the Washington State repair grant-authorizing resolution (no co	gton State Recreation and Conservation Office/citywide playground deferred maintenance tion (no cost).						
Approvals/signatures outside Parks:	O Yes	<ul><li>No</li></ul>					
If so, who/what department, agency or co	• •			51			
Name:	Email address:			Phone	2:		
Distribution:							
Parks – Accounting		Jason C	-				
Parks – Sarah Deatrich Requester: Nick Hamad		Al Vorde Carl Stro	_	gen			
Grant Management Department/Name:		Oan Out	nig				
Fiscal impact: • Expenditure Amount: \$0	Revenue	Budget code:					
Vendor: Existing vendor Supporting documents: Quotes/solicitation (RFP, RFQ, RFB) Contractor is on the City's A&E Roster - C	•	W-9 (f ACH F	orms (f	contractors/consultants, or new contractors/consulting rificate (min \$1 million i	ultants/ve		



## Local Parks Maintenance Program Applicant Authorization and Electronic Signature

Organization Name (spons	or) City of Spokane Parks and Recreation Division
Resolution No. or Docume	nt Name
Project Number and Name	23-1625 mnt, citywide playground deferred maintenance repair

This resolution/authorization authorizes the person(s) identified below (in Section 2) to act as the authorized representative/agent on behalf of our organization and to legally bind our organization with respect to the above Project for which we seek grant funding assistance managed through the Recreation and Conservation Office (Office).

WHEREAS grant assistance is requested by our organization to aid in financing the cost of the Project referenced above;

## NOW, THEREFORE, BE IT RESOLVED that:

- 1. Our organization has applied for or intends to apply for funding assistance managed by the Office for the above "Project."
- 2. Our organization authorizes the following persons or persons holding specified titles/positions (and subsequent holders of those titles/positions) to execute the following documents binding our organization on the above projects:

Grant Document	Routing Order	Name of Signatory <u>and</u> Title of Person Authorized to Sign	Email Address
Grant application (submission thereof)		Jason Conley - acting parks director	jkconley@spokanecity.org
Project contact (day-to-day administering of the grant and communicating with the RCO)		Nick Hamad - park planning & development manager	nhamad@spokanecity. org
Agreement/amendment approver <sup>1</sup>	1	Nick Hamad - park planning & development manager	nhamad@spokanecity.org
Agreement/amendment approver	2	Rich Lentz - park finance director	rlentz@spokanecity.org
Agreement/amendment approver	3		
Agreement/amendment approver	4		
RCO Grant Agreement signer <sup>2</sup>		Jason Conley - acting parks director	jkconley@spokanecity.org
Agreement amendments signer <sup>2</sup>		Jason Conley - acting parks director	jkconley@spokanecity.org

The above persons are considered an "authorized representative(s)/agent(s)" for purposes of the documents indicated. Our organization shall comply with a request from the RCO to provide updated documentation of authorized signers, if needed.

- Our organization acknowledges and warrants, after conferring with its legal counsel, that its authorized representative(s)/agent(s) have full legal authority to act and sign on behalf of the organization for their assigned role/document.
- 4. Grant assistance is contingent on a signed Agreement. Entering into any Agreement with the Office is purely voluntary on our part.
- 5. Our organization understands that grant policies and requirements vary depending on the grant program applied to, the grant program and source of funding in the Agreement, the characteristics of the project, and the characteristics of our organization.
- 6. Any grant assistance received will be used for only direct eligible and allowable costs that are reasonable and necessary to implement the project(s) referenced above.
- 7. Our organization acknowledges that the grant will only be used for maintenance of local park property owned by our organization.
- 8. This resolution/authorization is deemed to be part of the formal grant application to the Office.
- 9. Our organization warrants and certifies that this resolution/authorization was properly and lawfully adopted following the requirements of our organization and applicable laws and policies and that our organization has full legal authority to commit our organization to the warranties, certifications, promises, and obligations set forth herein.

This resolution/authorization is signed and approved on behalf of the resolving body of our organization by the following authorized member(s):

Signed
Title Acting Director - Spokane Parks and Recreation Date
On File at: City of Spokane Clerks Office
This Applicant Resolution/Authorization was adopted by our organization during the meeting held:
Location: Spokane Park Board Meeting Date: 9/14/2023

<sup>1</sup> **Agreement/Amendment Approver:** refers to an individual or several individuals who review and approve the electronic document and contacts RCO if corrections are needed. The approver does not sign the document. You may add more than one approver but please designate the order for routing purposes.

<sup>&</sup>lt;sup>2</sup> RCO Grant Agreement/Agreement Amendments Signer: refers to the individual who must officially sign the document with an electronic signature and may be required to enter data such as title, date, agency name, etc. into fields. The signer of Agreements may differ from the individual who is delegated to sign Amendment documents, but we can only accept one signature per document.

# Spokane Park Board Briefing Paper



Committee	Land Committee meeting date: 09/05/2023					
Requester	Josh Morrisey Phone number: 62				625-623	6
Type of agenda item	Consent	Discussion		○ Information		<ul><li>Action</li></ul>
Type of contract/agreement	New Rer	newal/ext. Ol	_ease	OAmendment/chang	ge order	Other
City Clerks file (OPR or policy #)						
Master Plan Goal, Objective, Strategy	Goal K Objectiv	e 3. (expand	Mast	er Plan Priority Tier:	N/A	
(Click <b>HERE</b> for link to the adopted plan)			(pg. 1	71-175)		
<b>Item title</b> : (Use exact language noted on the agenda)	Lower Lincoln Park Shelter Mural Project (no cost)					
the agenua,						
Begin/end dates	Begins:		Ends:		<b>√</b> 0	06/01/2525
Background/history:						
Franklin Elementary Alternative Pa	•	_			•	-
approval for the installation of a m						
Franklin Elementary, designed by	and under the	direction of a	a Spo	kane Arts recomme	ended lo	ocal
mural artist.						
This beautification project will be a	it no cost to Ci	ty of Spokani	e Par	ks & Recreation		
The seadinedien project will be a		ty of oponari	o i ai	no a ricordation.		
Motion wording:						
Approve the installation of a mural in/on t	he lower Lincoln	Park shelter, de	esiane	d by and painted under	the supe	ervision of a
Spokane Arts recommended mural artist						
Approvals/signatures outside Parks:	O Yes	No				
If so, who/what department, agency or co	ompany:					
Name:	Email address	:		Phone	::	
Distribution:						
Parks – Accounting						
Parks – Sarah Deatrich						
Requester: jmorrisey@spokanecity.org						
Grant Management Department/Name:						
Fiscal impact: C Expenditure	Revenue					
Amount:		Budget code:				
n/a		n/a				
Vendor:	New vendo	or				
Supporting documents:		-				
Quotes/solicitation (RFP, RFQ, RFB)		W-9 (f	for new	contractors/consultants,	/vendors	
Contractor is on the City's A&E Roster - C		ACH F	orms (f	or new contractors/consu	ultants/ve	
UBI: Business license expiration date: Insurance Certificate (min. \$1 million in General Liability)						

#### Beautification Proposal for Lower Lincoln Park's Shelter/Firepit Structure

Franklin Elementary Alternative Parent Participation Learning Experience (APPLE) is a Spokane Public School option program housed within Franklin Elementary. Franklin APPLE families are developing an educational program for the 2023-24 school year, focusing on a theme related to "The Arts". Our goal is to incorporate enrichment activities throughout the year that engage and enhance the elementary art curriculum, providing opportunities to learn about many different artists and creative art forms, ideally from artists local to the region. In developing these opportunities, we also are striving to identify activities in which *all* Franklin Elementary students could participate, not only those in the APPLE Program.

Over the past several years Spokane has made great strides increasing exposure to art and amplifying the talents of local artists through public murals. In late 2022, APPLE families explored the possibility of involving students in a public art project, with one idea being a community mural. After some online research to figure out where to start, we realized that our idea was not unique, and many local schools and youth programs have contributed and/or participated directly in public mural development around Spokane. Recent examples can be found here: <a href="Excelsior Youth Center">Excelsior Youth Center</a>; <a href="Garfield Elementary APPLE">Garfield Elementary APPLE</a>; <a href="Innovation High School">Innovation High School</a>; <a href="North Central High School">North Central High School</a>. These examples provided encouragement regarding the feasibility of such a project.

We felt that creating a public mural within walking distance of Franklin would allow all Franklin students an opportunity to participate in some stage of its creation. Having a mural in a location that students would see every day, knowing that they helped to bring it to life, would also foster senses of accomplishment and pride in beautifying a local public space. Additionally contributing to a public artwork could increase the student's connection to the local community where they live and learn, all while providing hands-on, experiential learning about public works art and Spokane artists.

This brought us to think of local public spaces such as Lincoln Park. Lincoln Park is an invaluable outdoor resource that Franklin families enjoy year-round, and Lower Lincoln Park sits less than two tenths of a mile from the school and within walking distance to most Franklin student's homes. The park is used for field trips and also for APPLE community events. We've identified the shelter/firepit structure as a possible space for a public mural (see photos below). The inconspicuous concrete shelter is tucked into the base of the hill that connects Upper and Lower Lincoln Park and is mostly unused, based on our personal observations while using the park with our children. We hypothesize creating a beautiful piece of public art that compliments the landscape and undisturbed nature of Lincoln would help to bring more use, vibrancy, and community connection to this section of the park.

As part of our research and development for this project, we connected with a local muralist, Matt Smith. He relayed a wonderful story that has furthered our commitment to this project. As a third grader, his elementary class took a trip to Lincoln Park and each student was assigned a small area of the very same shelter where they were allowed to paint their own work of art. He said this experience "was so memorable" and what made him "want to paint murals later in life." To bring this gift of an experience to a new generation, we would love to expand and allow all students at Franklin the opportunity to participate in the development and painting of a mural at Lincoln Park.

#### Plan:

Our plan, if approved, would include working with local artists to develop a design for a public mural (that would allow student participation in the painting) over the 2023-24 school year. We have already

reached out to Spokane Arts for assistance with connecting us to local artists who have experience working with elementary-aged children. Students would work with muralists on ideas for the mural design. The design will go through any necessary approvals. Once the structure is prepped, the artist would sketch the mural onto the structure and APPLE families would help students to paint sections of the mural (perhaps one classroom at a time) in the late Spring 2024. We would aim to complete it by early June 2024 so that it could be "unveiled" before the school year ends.

#### Cost:

\$400 - 800 cement paint, painting supplies, surface preparation

\$800 - \$2000 mural artist compensation

Franklin APPLE Program fundraises to support programs and academic enrichment activities and will have some funds to cover this project. However, we will seek any additional funding opportunities to help defray the costs.

Photos Lincoln Park Shelter/Fire Pit Structure









# Spokane Park Board Briefing Paper



Committee	Riverfront		Comm	ittee meeting date: S	Sept 11,	2023
Requester	Berry Ellison			Phone number: 6	25-6276	6
Type of agenda item	Consent	Discussion	1	Information		<ul><li>Action</li></ul>
Type of contract/agreement	New ORe	newal/ext. 🔘	Lease	• Amendment/chang	e order	Other
City Clerks file (OPR or policy #)	2022-0860					
Master Plan Goal, Objective, Strategy			Mast	er Plan Priority Tier:		
(Click <b>HERE</b> for link to the adopted plan)			(pg. 17	<b>7</b> 1-175)		
Item title: (Use exact language noted on the agenda)		ruction Change (\$1,751.50, plu		03/Riverfront Lilac Butte cable taxes)	rfly Fab	rication
Begin/end dates	Begins: 09/14/2	2023	Ends:	12/31/2023	□ 0	6/01/2525
Background/history: This change order adds several 3-fabric.	-D printed dev	ices that will	reduce	e the wear and tear	of the	Butterfly
Motion wording: Move to approve Wesslen Construction, in the amount of \$1,751.50 (plus application)	ole taxes) from F	ark Capital Fun		Lilac Butterfly Fabricati	on and	Installation
Approvals/signatures outside Parks:	• Yes	O No				
If so, who/what department, agency or c					(E00) E	24 4240
Name: Jerry Wesslen	Elliali addres	s: jerry@wessle			(509) 5	34-4346
<b>Distribution:</b> Parks – Accounting				anecity.org		
Parks – Accounting  Parks – Sarah Deatrich				necity.org anecity.org		
Requester: Berry Ellison		jitooiiioj	<b>С</b>	anosky long		
Grant Management Department/Name:						
Fiscal impact: • Expenditure	Revenue					
Amount:		Budget code:				
\$1,751.50 (plus applicable taxes)		1950				
Vendor: • Existing vendor	O New vend	or				
Supporting documents:	<u> </u>	_				
Quotes/solicitation (RFP, RFQ, RFB)				contractors/consultants/v		
Contractor is on the City's A&E Roster - City of Spokane  ✓ UBI: 601-436-896 Business license expiration date: 1/31/24  ✓ Insurance Certificate (min. \$1 million in General Liability)						



# CITY OF SPOKANE PARKS AND RECREATION

## **CONTRACT AMENDMENT #3**

# Title: RIVERFRONT LILAC BUTTERFLY FABRICATION AND INSTALLATION

This Contract Amendment is made and entered into by and between the CITY OF SPO-KANE PARKS AND RECREATION as ("City"), a Washington municipal corporation, and WESSLEN CONSTRUCTION, INC., whose address is 5308 East Cataldo Avenue, Spokane Valley, Washington 99212 as ("Contractor"), individually hereafter referenced as a "party", and together as the "parties".

WHEREAS, the parties entered into a Contract wherein the Company agreed to provide Riverfront Lilac Butterfly Fabrication and Installation; and

WHEREAS, additional work has been requested, thus, the original Contract needs to be formally amended by this written document; and

NOW, THEREFORE, in consideration of these terms, the parties mutually agree as follows:

### 1. CONTRACT DOCUMENTS.

The Contract, dated November 16, 2022, any previous amendments, addendums and / or extensions / renewals thereto, are incorporated by reference into this document as though written in full and shall remain in full force and effect except as provided herein.

#### 2. EFFECTIVE DATE.

This Contract Amendment shall become effective on August 8, 2023 and shall run through December 31, 2023.

### 3. ADDITIONAL WORK.

The Scope of Work in the original Contract is revised to include the following:

The additional services as set forth in the Contractor's Change Order dated August 8, 2023, which is attached as Attachment A and made part of this agreement.

#### 4. COMPENSATION.

The City shall pay an additional amount not to exceed **ONE THOUSAND SEVEN HUNDRED FIFTY-ONE AND 50/100 DOLLARS** (\$1,751.50), plus applicable sales tax, for everything furnished and done under this Contract Amendment. This is the maximum amount to be paid under this Amendment and shall not be exceeded without the prior written authorization of the City, memorialized with the same formality as the original Contract and this document.

IN WITNESS WHEREOF, in consideration of the terms, conditions and covenants contained, or attached and incorporated and made a part, the parties have executed this Contract Amendment by having legally-binding representatives affix their signatures below.

WESSLEN CONSTRU	CTION, INC.	PARKS AND RECREATION				
By	Date	_ By Signature	Date			
Signature	Date	Signature	Date			
Type or Print Name		Type or Print Name	)			
Title		Title				
Attest:		Approved as to forr	m:			
City Clerk		Assistant City Attor	ney			
Attachments that are	part of this Agreem	ent:				
Attachment A - Contrac	ctor's Change Order	dated August 8, 2023				

23-178

# ATTACHMENT A



# **Change Proposal**

	Change Proposal #	2	Date:	8	/8/2023
To:					
Berry Ellison					
For Project:					
Riverfront Lilac Butterfly					
Three mone blace bactering					
Description of Work:					
GuildWorks Request a design change to rounded v		r on the	fabric.	Atta	iched is
the quote for adding domes to the end of the wing	g tips.				
Item Description					Amount
					<u>/                               </u>
Domes for Wing tipsHydrafab					1,412.50
	Su	b Total:	\$		1,412.50
Jerry Wesslen 8/8/20			•		•
-		verhead	16%	\$	226.00
Jerry Wesslen, President		Profit			84.75
Printed Name & Title		Bond	2%	\$	28.25
Accepted by:		Sub To		\$	1,751.50
Signature Da	<u></u>	WSST:	9%	\$	157.64
oignature Di	ate				
Printed Name & Title	 Grand	Total:	Ś	1.	,909.14
ever er vivie			т	_,	, <b> ·</b>



Hydrafab Northwest Inc 3808 N. Sullivan Rd Building 15, Ste Z Spokane Valley, WA 99216 United States

Ph: 509-535-0075 Fax: 509-535-3364

Quote
ID: 224635 Date: 04-Aug-23

То

Wesslen Construction 5308 E Cataldo Ave Spokane Valley, WA 99212 United States **Quote To** 

Michael Dewey Wesslen Construction 5308 E Cataldo Ave Spokane Valley, WA 99212 United States

Ph: 509-534-4346 Ph: 509-540-8459

Ph: 509-534-	4340	Ph: 509-540-8459		
Terms	Shi	p Via		Salesperson
Net 30 Days				DS0520
Quantity	Description		Unit Price	Amount
	Reference: BFLY END CAPS			
	Line: 001	Expiration Date: 25-Aug-23 Rev:		
	Part: Hemispherical End Caps			
1	ea		\$1,412.50	\$1,412.5
	* 5" x 1/8" Hemespherical Caps Wagner B4160 *		Total:	\$1,412.5
	***PLEASE INCLUDE OUR QUOTE NUMBER OR P.O. AND SEND ALL ORDERS TO SALE:			
	Quote Valid For 15 Days From Date Of Issue.			
	Material Price Increases Applicable at Time of	Order.		
	Sales Tax Not Included in Quoted Dollar Total.			
	Payment due upon completion unless credit te	erms are established.		
	Credit Terms: FOB Hydrafab NW Inc. unless of	otherwise noted.		
	THANK YOU FOR THE OPPORTUNITY TO C	QUOTE YOUR BUSINESS!		



# **<** Business Lookup

# **License Information:**

New search Back to results

**Entity name:** WESSLEN CONSTRUCTION, INC.

**Business name:** WESSLEN CONSTRUCTION COMPANY

**Entity type:** Profit Corporation

**UBI #:** 601-436-896

**Business ID:** 001

Location ID: 0001

**Location:** Active

**Location address:** 5308 E CATALDO AVE

SPOKANE VALLEY WA 99212-0929

Mailing address: 5308 E CATALDO AVE

SPOKANE VALLEY WA 99212-0929



**Excise tax and reseller permit status:** Click here

Secretary of State status: Click here

# **Endorsements**

Endorsements held at this lo	License #	Count	Details	Status	Expiration da	First issuance
Spokane General Business - Non-Resident	T12066040BU	_		Active	Jan-31-2024	Oct-15-2012
Spokane Valley General Business	01328			Active	Jan-31-2024	Feb-18-2004

# Governing People May include governing people not registered with Secretary of State

Governing people	Title
WESSLEN, JEFFREY D	
WESSLEN, JERRY D	
WESSLEN, JUDITH G	

**View Additional Locations** 

The Business Lookup information is updated nightly. Search date and time:

# **Contact us**

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**BBORDEN** 



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 4/14/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on

this certificate does not comer rights to the certificate holder in hea or st	ich endorsement(s).				
PRODUCER	CONTACT Brian Borden				
Alliant Insurance Services, Inc. 818 W Riverside Ave Ste 800	PHONE				
Spokane, WA 99201	E-MAIL ADDRESS: Brian.Borden@Alliant.com				
	INSURER(S) AFFORDING COVERAGE	NAIC#			
	INSURER A : Navigators Specialty Insurance Company	36056			
INSURED	INSURER B: Western National Mutual Insurance Company	15377			
Wesslen Construction, Inc	INSURER C: RSUI Indemnity Company	22314			
5308 E Cataldo Ave	INSURER D:				
Spokane Valley, WA 99212	INSURER E :				
	INSURER F:				
COVERAGES CERTIFICATE NUMBER.	DEVICION NUMBER				

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES, LIMITS SHOWN MAY HAVE BEEN REDUICED BY PAID CLAIMS.

E	XCLL	JSIONS AND CONDITIONS OF SUCH				REDUCED BY	PAID CLAIMS	=	
INSR LTR		TYPE OF INSURANCE	ADDL INSD	SUBR	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP	LIMITS	
Α	Х	COMMERCIAL GENERAL LIABILITY				,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	EACH OCCURRENCE \$	1,000,000
		CLAIMS-MADE X OCCUR	x		CF4GL01464221	4/16/2023	4/16/2024	DAMAGE TO RENTED PREMISES (Ea occurrence) \$	100,000
								MED EXP (Any one person) \$	
								PERSONAL & ADV INJURY \$	1,000,000
	GEN	I'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$	
		POLICY X PRO-						PRODUCTS - COMP/OP AGG \$	<u></u>
		OTHER: PPA Cap \$5,000,000						WA ND STOP GAP \$	1,000,000
В	AUT	OMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$	1,000,000
	X	ANY AUTO			CPP130564100	4/16/2023	4/16/2024	BODILY INJURY (Per person) \$	3
		OWNED SCHEDULED AUTOS ONLY						BODILY INJURY (Per accident) \$	3
		HIRED NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident) \$	3
								\$	8
С		UMBRELLA LIAB X OCCUR						EACH OCCURRENCE \$	2,000,000
	X	EXCESS LIAB CLAIMS-MADE			NHA101982	4/16/2023	4/16/2024	AGGREGATE \$	2,000,000
		DED X RETENTION\$						\$	8
Α	WOF	RKERS COMPENSATION EMPLOYERS' LIABILITY						PER OTH- STATUTE ER	
	ANY	PROPRIETOR/PARTNER/EXECUTIVE TO THE PROPRIETOR PARTNER PROPRIETOR	N/A		CF4GL01464221	4/16/2023	4/16/2024	E.L. EACH ACCIDENT \$	1,000,000
		CER/MEMBER EXCLUDED?	"'^^					E.L. DISEASE - EA EMPLOYEE \$	
	If yes	s, describe under CRIPTION OF OPERATIONS below						E.L. DISEASE - POLICY LIMIT \$	1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Re: RFP 5706-22 Riverfront Lilac Butterfly project

City of Spokane is Additional Insured with respect to the General Liability per form(s) attached.

CERTIFICATE HOLDER	CANCELLATION
City of Spokane 808 W Spokane Falls Blvd Spokane, WA 99201	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
Oponulie, WA 00201	AUTHORIZED REPRESENTATIVE
	A TONING

# Spokane Park Board Briefing Paper



Committee	Riverfront Park	Committee meeting date: Se	ept 11, 2023			
Requester	Jonathan Moog	Phone number: 509	9-625-6243			
Type of agenda item	Consent ODiscussion	Information	<ul><li>Action</li></ul>			
Type of contract/agreement	New Renewal/ext.	Lease OAmendment/change	order Other			
City Clerks file (OPR or policy #)						
Master Plan Goal, Objective, Strategy	Goal L, Objective 1	Master Plan Priority Tier: Se	econd Tier			
(Click <b>HERE</b> for link to the adopted plan)		(pg. 171-175)				
Item title: (Use exact language noted on the agenda)	Personal Service Agreement w System(s) Integrator	vith Park Mobile as Mobile Parkin	ng Payment			
Begin/end dates	Begins: 08/01/2023	Ends: 12/31/2024	06/01/2525			
Background/history: City of Spokane completed a public Mobile as the mobile parking paym Park Mobile provides a mobile app for payment processing and integrate enhance reporting. Riverfront Park contract in Feb 2021 to support the the City's Standard. Fees include Standard then the fee is \$0.15 plus 3%	ent systems integrator for d solution for parking payment ates with current hardware ( c purchased Flowbird parkin c opening of the Northbank p \$0.35 per transaction paid b	owntown meters. Under this nts, serves as a merchant of meters, kiosks) to update fe og kiosks through the City's h parking lot. Riverfront desir	s agreement, f record (MOR) es and nardware res to align with			
Motion wording: Approve agreement with Park Mobile as		integrator				
Approvals/signatures outside Parks:	Yes No					
If so, who/what department, agency or contains a superior of the solution of t	Email address: tony.stewart@	narkmohile io Phone: 4	70-427-0003			
Distribution:			10-421-0000			
Parks – Accounting	jkconiey	@spokanecity.org				
Parks – Sarah Deatrich						
Requester: Jonathan Moog						
Grant Management Department/Name:						
Fiscal impact: Expenditure  Amount:	Revenue					
Varies	Budget code: 1400-54370-7	76901-36231				
Vendor: • Existing vendor Supporting documents:	New vendor					
Quotes/solicitation (RFP, RFQ, RFB)	· · · · · · · · · · · · · · · · · · ·	for new contractors/consultants/ve	endors			
Contractor is on the City's A&E Roster - City of Spokane  UBL: Business license expiration date:						

City	Clerk's No.	



# City of Spokane Parks And Recreation Department

# PERSONAL SERVICES AGREEMENT

Title: Mobile Parking Payment System(s)
Integrator

This Contract is made and entered into by and between the CITY OF SPOKANE PARKS AND RECREATION DEPARTMENT as ("Parks"), a department of the City of Spokane, a Washington municipal corporation, and PARKMOBILE, LLC whose address is 1100 Spring Street NW, Suite 200, Atlanta, Georgia 303009 ("Firm"), individually hereafter referenced as a "party", and together as the "parties".

WHEREAS, the purpose of this Contract is to memorialize in writing that the pricing, terms, and conditions of the January 1, 2022 City of Spokane ParkMobile Contract, OPR 2022-0129 ("Underlying Contract"), for mobile parking payment ("MPP") systems extends to Parks designated off street parking locations, and to modify the process for billing and payment for these MPP services when provided by Firm for Parks designated locations;

NOW, THEREFORE, in consideration of the terms, conditions, covenants and performance of the Scope of Work contained herein, Parks and the Firm mutually agree as follows:

- 1. <u>TERM OF CONTRACT</u>. The term of this Contract begins upon execution and ends on December 31, 2024, the same end date, and subject to the same contract amendment/termination terms set forth in the Underlying Contract.
- 2. <u>INCORPORATION BY REFERENCE</u>. The terms of the entire Underlying Contract, including all exhibits, are incorporated herein by reference, binding on the Parties and attached hereto as Exhibit A. Notwithstanding the requirement that the underlying contract is binding on the Parties, the Parties have agreed to modify certain provisions of the underlying contract as applied to City Parks. Defined or capitalized terms used herein that are not defined by this Contract shall have their meaning set out in the Underlying Contract. Any reference to City of Spokane or 'City' in the Underlying Contract shall refer to Spokane Parks and Recreation Department for the purposes of this Contract. Notwithstanding the address and contact information for the government entity set forth in Exhibit A, the Firm agrees that it will send notices, and will conduct all business under this Contract with Spokane Parks and Recreation Department, 808 W Spokane Falls Blvd # 5, Spokane, WA 99201.
- 3. <u>SCOPE OF WORK</u>. The Contractor shall begin providing the mobile parking payment ("MPP") system services to City Parks outlined in the Underlying Contract for Park property.
- 4. <u>COMPENSATION/PAYMENT</u>. The Mobile Payment Transaction Fee shall be \$0.35 per Transaction and shall be paid by the user. The Merchant of Record ("MOR") can be either the City or the Firm.

As of the Effective Date, The Firm shall be the MOR. Parks may choose the MOR at any time during the term of the contract. If the Parks chooses to be MOR, it will notify the Firm at least

sixty (60) days in advance of such change is to take effect, such notice to include the date the change shall be effective. The Firm shall not charge Parks for standard integrations with the Firm's open APIs. If the Parks elects to use a processing partner with which the Firm is not integrated, the Parks agrees to pay the Firm \$0.05 per transaction for this service. The Firm will issue invoices to the Parks on a monthly basis for all fees due to the Firm under this Agreement. The Parks shall pay each invoice within thirty (30) days of the invoice date.

If the Firm is the MOR, Parks agrees to pay the Firm \$0.15 + 3% of the total Transaction amount per Transaction for this service. As MOR, all transactions will be processed real-time through the Firm's payment gateway to the Firm's payment processor. The Firm will remit to the Parks, any amounts due to the Parks in arrears on or before the 15<sup>th</sup> of the following month.

IMPLEMENTATION FEES						
Description Units Rate Price						
Implementation Fee	0	\$1,000.00	\$0.00			
Custom Development	0	\$165.00/hr	\$0.00			
	\$0.00					

ADDITIONAL FEES					
Call Center & Customer Support	WAIVED				
Client Support & Maintenance	WAIVED				
Hosting	WAIVED				
Enforcement Portal	WAIVED				
Reporting Portal	WAIVED				
Marketing & Advertising	WAIVED				

CITY OF SPOKANE PARKS AND RECREATION DEPARTMENT

PARKMOBILE, LLC

		KESKE/KIISK SEL/KKIIIEKI
By Signature	Date	By Signature Date
Type or Print Name		Type or Print Name
Title		Title
Attest:		Approved as to form:
City Clerk		Assistant City Attorney

# **EXHIBIT A**

Attach OPR 2022-0129 here

# ?

### **<** Business Lookup

License Information:

New search Back to results

**Entity name:** PARKMOBILE, LLC

**Business name:** PARKMOBILE, LLC

Entity type: Limited Liability Company

**UBI #:** 603-478-652

Business ID: 001

Location ID: 0001

**Location:** Active

**Location address:** 1100 SPRING ST NW STE 200

ATLANTA GA 30309-2824

Mailing address: 1100 SPRING ST NW STE 200

ATLANTA GA 30309-2824

**Excise tax and reseller permit status:** 

Click here

Secretary of State status: Click here

## **Endorsements**

Endorsements held at this location	License #	Count	Details	Status	Expiration date	First issuance date
Spokane General Business - Non- Resident				Active	Jan-31-2024	Mar-16-2022

# Governing People May include governing people not registered with Secretary of State

Governing people Title

CLIFFORD, JUSTIN Governing people	TREASURER Title
HOYT, DAVID	PRESIDENT
SP PLUS CORPORATION	
STEWART, TONY	SECRETARY
USA, INC., PARKMOBILE	
	The Business Lookup information is updated nightly. Search date and time: 9/18/2023 11:06:58 AM

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# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 9/19/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).					
PRODUCER		CONTACT NAME: Dena Saad			
Arthur J. Gallagher Risk Managen 1050 Crown Pointe Parkway, Suit Atlanta GA 30338		PHONE (A/C, No, Ext): 678-393-5244	FAX (A/C, No):		
	uite 000	E-MAIL ADDRESS: Dena_saad1@ajg.com			
		INSURER(S) AFFORDING COVERAGE		NAIC#	
		INSURER A: Charter Oak Fire Insurance Company		25615	
ParkMobile USA, Inc 1100 Spring Street Suite 200	PARKMOB-02	INSURER B: Travelers Property Casualty Co of Am	erica	25674	
		INSURER C: Technology Insurance Company, Inc		42376	
Atlanta GA 30309		INSURER D: Indian Harbor Insurance Company		36940	
		INSURER E :			
		INSURER F:			
COVERAGES	<b>CERTIFICATE NUMBER:</b> 338119925	REVISION NUM	MBER:		
		VE BEEN ISSUED TO THE INSURED NAMED ABOV			
		OF ANY CONTRACT OR OTHER DOCUMENT WITH ED BY THE POLICIES DESCRIBED HEREIN IS SUI			
	F SUCH POLICIES. LIMITS SHOWN MAY HAVE		DOLOT TO ALL T	rie reitivo,	

ADDL SUBR POLICY EFF (MM/DD/YYYY) POLICY EXP (MM/DD/YYYY) INSR LTR TYPE OF INSURANCE POLICY NUMBER INSD WVD **COMMERCIAL GENERAL LIABILITY** \$1,000,000 В ZGC-41N61894 4/23/2023 4/23/2024 EACH OCCURRENCE DAMAGE TO RENTED CLAIMS-MADE | X | OCCUR \$1,000,000 PREMISES (Ea occurrence) \$10,000 MED EXP (Any one person) PERSONAL & ADV INJURY \$1,000,000 GEN'L AGGREGATE LIMIT APPLIES PER: GENERAL AGGREGATE \$2,000,000 PRO-JECT POLICY PRODUCTS - COMP/OP AGG \$2,000,000 OTHER: COMBINED SINGLE LIMIT (Ea accident) **AUTOMOBILE LIABILITY** \$1,000,000 Α BA-6W658114 4/23/2023 4/23/2024 ANY AUTO BODILY INJURY (Per person) OWNED AUTOS ONLY HIRED SCHEDULED AUTOS NON-OWNED **BODILY INJURY (Per accident)** \$ PROPERTY DAMAGE (Per accident) \$ AUTOS ONLY **AUTOS ONLY** В **UMBRELLA LIAB** Χ CUP-6W659319 4/23/2023 4/23/2024 OCCUR **EACH OCCURRENCE** \$10,000,000 Χ **EXCESS LIAB** \$10,000,000 CLAIMS-MADE AGGREGATE DED X RETENTION\$ 10,000 WORKERS COMPENSATION TWC4174020 9/25/2022 9/25/2023 STATUTE AND EMPLOYERS' LIABILITY ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? E.L. EACH ACCIDENT \$1,000,000 N/A (Mandatory in NH) E.L. DISEASE - EA EMPLOYEE \$1,000,000 If yes, describe under DESCRIPTION OF OPERATIONS below \$1,000,000 E.L. DISEASE - POLICY LIMIT \$5,000,000 Cyber Liability MTP9033524 06 4/23/2023 4/23/2024 Limit:

CERTIFICATE HOLDER	CANCELLATION
City of Spokane Parks and Recreation Department 808 W. Spokane Falls Boulevard #5	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
800 W. Spokalie Falls Boulevalu #3	AUTHORIZED REPRESENTATIVE

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Chiropher R. Ward

Spokane WA 99201

# Spokane Park Board Briefing Paper



Committee	Riverfront Park	Committee meeting date: Sep	ot 11, 2023			
Requester	Jonathan Moog	Phone number: 509	9-625-6243			
Type of agenda item	Consent ODiscussion	○ Information	<ul><li>Action</li></ul>			
Type of contract/agreement	New Renewal/ext.	Lease OAmendment/change of	order Other			
City Clerks file (OPR or policy #)						
Master Plan Goal, Objective, Strategy	Goal L, Objective 1	Master Plan Priority Tier: First Tier				
(Click <b>HERE</b> for link to the adopted plan)		(pg. 171-175)				
Item title: (Use exact language noted on the agenda)	Interdepartment Agreement for Street Bridge	Interdepartment Agreement for Maintenance of CSO 26 Plaza and Monro Street Bridge				
Begin/end dates	Begins: 08/01/2023	Ends: 12/31/2026	06/01/2525			
Background/history: At the request of the Wastewater Department, Riverfront Park has provided maintenance and security services for Place of Truths Plaza (CSO 26) since July 2019 on a per year basis. Services are charged on a time and material basis payable by the Wastewater Department. Both parties desire to formalize this service and extend litter control services to the Monroe Street Bridge. This agreement establishes a three year term for maintenance and security services at both sites. Maintenance labor for 2023 will be assessed at \$38/hr and security labor at \$46/hr. Materials will be charged at cost plus 10%. Labor rates will be subject to change annually upon mutual written agreement. This agreement is also subject to City Council approval.						
Motion wording: Approve Interdepartment Agreement for	Maintenance of CSO 26 Plaza a	nd Monroe Street Bridge				
Approvals/signatures outside Parks:	Yes No					
If so, who/what department, agency or co	• •	Dhanasa				
Name: Katherine Miller	Email address: kemiller@spo	okanecity.org Phone: 62	25-6338			
Distribution:  Parks – Accounting  Parks – Sarah Deatrich  Requester: Jonathan Moog  Grant Management Department/Name:						
Fiscal impact: C Expenditure	Revenue					
Amount: Varies	Budget code: 1400-54310-7	7682N-34799				
Vendor:	New vendor	002U-J+1 33				
Supporting documents:						
Quotes/solicitation (RFP, RFQ, RFB)		for new contractors/consultants/ver				
Contractor is on the City's A&E Roster - City of Spokane  UBI: Business license expiration date:  UBI: Business license expiration date:  UBI: Insurance Certificate (min. \$1 million in General Liability)						



# **City of Spokane**

## INTERDEPARTMENTAL AGREEMENT

Title: MAINTENANCE OF CSO 26 PLAZA AND MONROE ST BRIDGE

**THIS INTERDEPARTMENTAL AGREEMENT** is between the City of Spokane, Utilities Division, on behalf of the Wastewater Management Department and Street Department, whose address is Second Floor City Hall, 808 West Spokane Falls Boulevard,' Spokane, Washington 99201, hereafter referred to as "Wastewater Department" and the City of Spokane, Parks and Recreation Division, whose address is Fifth Floor City Hall, 808 West Spokane Falls Boulevard, Spokane, Washington 99201, herein after referred to as "Parks Division," hereinafter jointly referred to as the "Parties".

WHEREAS, the Place of Truths Plaza sits atop of combined sewer overflow 26 (hereafter referred to as CSO); and,

WHEREAS, CSO is managed by the Wastewater Department whom desires grounds maintenance and security services; and,

WHEREAS, SMC 12.06A.010 establishes juristicion of the Park Board to adopt rules and regulations for public parks and buffer lands adjacent to them including public squares; and,

WHEREAS, CSO is designated as a public space buffering adjacent Riverfront Park; and,

WHEREAS, The Monroe Street Bridge (hereafter referred to as Bridge) is managed by the Streets Department whom desires litter removal services; and,

WHEREAS, Parks Division's Riverfront Park Department manages its own maintenance and and security teams and is agreeable to supporting services at CSO and Bridge; and,

WHEREAS, Riverfront Park has been providing maintenance and security services since June 2020 through annual time and materials proposals

-- NOW, THEREFORE, in consideration of these terms, the parties mutually agree as follows:

### 1. PARTIES.

The parties are the City of Spokane Parks & Recreation Department, City of Spokane Streets Department and the City of Spokane Wastewater Management Department. The parties understand they are both part of the same municipal corporation, and, though they operate as independent agencies of the City of Spokane and are subject to separate budgetary and legal requirements and procedures, they desire to reflect their relationship most efficiently through this Interdepartmental Agreement. For this purpose, the Wastewater Management Department and Street Department is represented by the Public Works Director. Parks is represented by the Parks Board acting through the Parks Director

### 2. PURPOSE

The purpose of this Agreement is to establish the terms and conditions for maintenance and security services at CSO and Bridge.

- 3. **CONSIDERATION:** The parties agree as follows:
  - a. Utilities will pay to Parks quarterly for services rendered on a time and materials basis. Time will be charged at \$38 per labor hour for maintenance services and \$46 per labor hour for security services for 2023. Materials will be charged at cost plus 10%. Labor rates following 2023 are subject to change annually and will be mutually agreed upon by both parties via written or email correspondence.
  - b. The CSO site is considered the plaza area between Spokane Falls blvd to the south, Monroe street to the west, Huntington Park access road to the east, and Huntington Park to the north. The site includes the landscaped embankment between Huntington Park and CSO. The site does not include any function, feature or component required for the operation of the wastewater operation.
  - c. The Bridge site is considered to be the east and west pedestrian sidewalks of the Monroe Street Bridge. The site includes the four covered shelters along the sidewalks. The site does not include the vehicle right-of-way.
  - b. Parks Division will monitor and provided for all maintenance and security services required to ensure the care and safety of the CSO plaza including but not limited to ranger patrols, application of the parks code (smc 12.06A.040), pruning, mowing, irrigation repair, aeration, weeding, edging, applications of fertizler and herbicides, litter and trash removal, hardscape cleaning, graffiti removal, painting, basic fixture repairs, applying mulch, and snow removal along side walk. Additionally, Parks will conduct frequent inspections of site and communicate as needed for any repair or service greater then \$1000.00 per item.
  - e. Parks Division will monitor and provide litter removal and snow removal at Bridge site.
- 4. **DURATION:** This Agreement shall be effective August 1, 2023 and shall remain in effect until December 31, 2026..

## 5. **INDEMNIFICATION:**

- a. Utilities shall indemnify and hold harmless Parks, its employees and agents for any loss, claim or action to which they may be put by reason of this Agreement, except to the extent Parks, its employees and agents are determined to have acted negligently.
- b. Parks shall indemnify and hold harmless Utilities, its employees and agents for any loss, claim or action to which they may be put by reason of this Agreement except to the extent Utilities, its employees and agents are determined to have acted negligently.
- 6. **ENTIRE AGREEMENT:** This Agreement contains the entire agreement of the Parties, and there are no other promises or conditions in any other agreement whether oral or written concerning the subject matter of this Agreement. This Agreement supersedes any prior written or oral Agreement or arrangement between the parties.
- 7. **AMENDMENT:** This Agreement may only be modified or amended in writing, if the writing is signed by both parties, as approved by the City Council and Mayor.

- 8. **SEVERABILITY:** If any provision of this Agreement will be held to be invalid or unenforceable for any reason, the remaining provisions will continue to be valid and enforceable. If a court finds that any provision of this Agreement is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision will be deemed to be written, construed, and enforced as so limited.
- 9. **WAIVER OF CONTRACTUAL RIGHT:** The failure of either party to enforce any provision of this Agreement shall not be construed as a waiver or limitation of that party's right to subsequently enforce and compel strict compliance with every provision of this Agreement.

IN WITNESS WHEREOF, in consideration of the terms, conditions and covenants contained, or attached and incorporated and made a part, the parties have executed this Contract Amendment by having legally-binding representatives affix their signatures below.

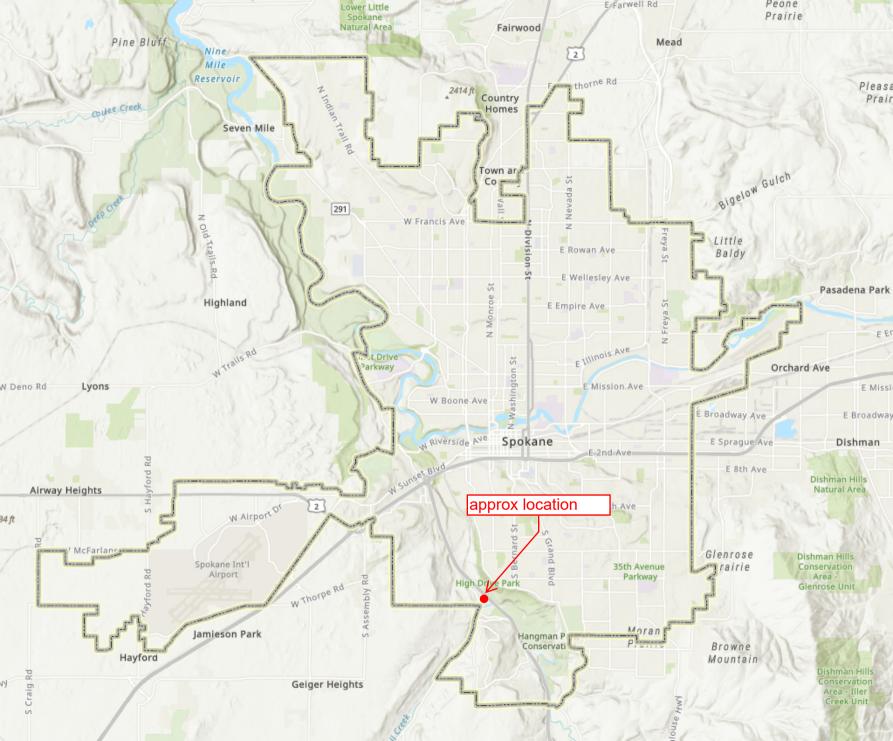
CITY OF SPOKANE AND RECREATION	_	CITY OF SPOKANE				
Ву		Ву				
Signature	Date	Signature	Date			
Type or Print Name		Type or Print Name				
Title		Title				
Approved:		Approved:				
Attorney for Park Bo	pard	Public Works Directo	or			
Attest:		Approved as to form:				
City Clerk		Assistant City Attorn	ney			

20-065

# Spokane Park Board Briefing Paper



Committee	Finance Commi	ttee	Comm	ittee meeting date:	Sept. 12,	2023
Requester	Nick Hamad			Phone number:	509.363.	5452
Type of agenda item	Consent	Discussion		○ Information		<ul><li>Action</li></ul>
Type of contract/agreement	New Rer	newal/ext. Ol	_ease	OAmendment/chang	ge order	Other
City Clerks file (OPR or policy #)						
Master Plan Goal, Objective, Strategy (Click HERE for link to the adopted plan)	Goal L, Obj. 1			er Plan Priority Tier: 71-175)	N/A	
Item title: (Use exact language noted on the agenda)	Park Parcel 353 services).	313.0016 utility (	easem	ent agreement / Latah I	Hangmar	ו (in-kind
Begin/end dates	Begins: 08/10/2	023	Ends:	05/31/2024	0	6/01/2525
Background/history: Parks has received a request from City property within Latah Valley near U.S. Haccess to the nearby area and has iden In addition to complete restoration of the in the form of City wastewater crews co and Riverfront Park rather than cash pa Easement concept has been presented acceptable in principle.  Motion wording: Approve utility easement across park par	HWY 195 and S. Itified a route acrustified a route acrustified after utility inducting 'in-kind' ayment. Ito and discussed	Cheney Spoka oss undevelope installation, Cit repair of comp d by the Land (	ine Rd ed par ry Was promisi	. The City desires to e k land as a preferred r tewater proposes com ed park side sewers w	extend puoute. pensatic ithin Libe	ublic sewer on to park erty Park
Approvals/signatures outside Parks:	Yes	○ No				
If so, who/what department, agency or co						
Name: Raylene Gennett	Email address	: rgennett@spo	kanec	ity.org Phone	: 509.62	5.7901
Distribution:  Parks – Accounting  Parks – Sarah Deatrich  Requester: Nick Hamad  Grant Management Department/Name:		Jason C Dan Bull	•			
Fiscal impact: C Expenditure	<ul><li>Revenue</li></ul>					
Amount: in-kind services		Budget code: N/A				
Vendor:		☐ W-9 (f ☐ ACH F	orms (f	contractors/consultants/	ıltants/ve	









City of Spokane Department of Engineering Services 808 West Spokane Falls Blvd. Spokane, WA 99201

Document Title: Public Utility Easement Reference Number of Related Documents:

Grantor(s): City of Spokane Parks and Recreation Division

Grantee(s): City of Spokane

Legal Description: See Exhibit "A"

Assessor's Tax Parcel Number: 35313.0016

## **PUBLIC UTILITY EASEMENT**

Thi	s Public	Utility	Easem	ent ("E	Easeme	ent") i	s ma	de an	d execu	uted	this
da	ay of				, 20	0	_, by	City o	f Spokai	ne Pa	arks
and Recre	eation Div	vision ('	"Grantoi	"), and	I the C	ITY O	F SP	OKAN	E, a Wa	shing	gton
municipal	corporat	tion ("C	City" or	"Gran	tee"),	herein	after	jointly	referre	d to	as
"Parties"	•	•	-		•						

WHEREAS, Grantor is the owner of certain land located in the City and County of Spokane, Washington, which is legally described in Exhibit "A" and depicted in Exhibit "B" hereto (the "Easement Area"):

WHEREAS, Grantor is desirous of granting the City a utility and access easement over, under, through, across, and upon those portions of the Easement Area for public underground utility purposes, including, without limitation, a public sewer main ("Public Utilities");

NOW, THEREFORE, in consideration of side sewer repairs to the Liberty Park Restroom and Riverfront Park Pavilion and removal of the existing unauthorized advertising sign on the easement property, and the mutual covenants and purposes herein stated, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, Grantor and the City agree as follows:

**1.** <u>Easement</u>. Grantor hereby grants, conveys, warrants and delivers to the City a perpetual Easement on, over, under, through, across, and upon the Easement Area for purposes of accessing, installing, operating, maintaining,

repairing, removing and/or replacing an underground sewer main and related appurtenances ("Easement").

- **2.** <u>Purpose</u>. This Easement is granted for the purposes of allowing the City, through its officers, employees, contractors and agents, at all times to enter the Easement Area for the purpose of installing, operating, maintaining, repairing, removing and/or replacing an underground sewer main and related appurtenances (the "Sewer Main"), together with such access via Grantor's adjacent land as the City deems necessary in its sole discretion.
- 3. <u>Non-Exclusive</u>. The Easement shall be non-exclusive; provided, however, Grantor shall not grant or convey any interest that materially conflicts with the interest of the City under this Easement, or allow others to obstruct, impair or interfere with the Easement or the Sewer Main installed therein.
- **4.** <u>Obstructions</u>. Neither Grantor, nor its successors or assigns shall erect or place any improvement(s) within the Easement Area without the prior written approval of the City's Director of Public Works & Utilities ("Permitted Improvements"), which approval shall not be unreasonably withheld. In the event improvements of any type are placed over the Easement Area without the City's consent, it will be the responsibility of the Grantor to bear all the costs to replace any such improvements should the City of Spokane have to disrupt the improvement for the repair, maintenance, reconstruction, removal or replacement of the Sewer Main and/or related appurtenances.
- **5.** <u>Ownership of Utilities</u>. The Sewer Main placed within the Easement shall remain the property of the City, with the City retaining authority over the utilities and related appurtenances.
- 6. <u>Condition of Easement Property</u>. Upon each and every occasion that the City installs, repairs, maintains, removes, and/or replaces the Public Utilities, it shall restore the Permitted Improvements and Grantor's surrounding property, to the condition such Permitted Improvements and surrounding property were in prior to any such installation or work, to the extent any damage or disturbance of the Permitted Improvements and Grantor's surrounding property was caused by the City's installation, repair, maintenance, removal and/or replacement of the Public Utilities.
- **7. Successors**. The agreements contained herein and the rights granted hereby shall run with the title to the Easement Area and shall bind and inure to the benefit of the parties hereto and their respective heirs, successors, sublessees and assigns.
- **8.** <u>Utility Service</u>. Nothing in this Easement or any action or inaction by the City shall create any obligation on the part of the City to pay for any improvements, to provide public utility services, or to pay for any service connections, or installations near or adjacent to the Easement.

indemnify, hold and save harmless the expense (including expense of litigation or death of any person, or from any a property, caused by or resulting from	Grantor and the City shall each defend, e other from all loss, damage, liability, or ), resulting from any actual or alleged injury actual or alleged loss of or damage to any any act or omission of each party's own comparative negligence of each parties'
Dated this day of	, 20
GRANTOR(S)	
City of Spokane Parks and Recreation D	ivision
By: Its: City Administrator	_ _ _
	CITY OF SPOKANE
	By: City Administrator
Attest:	
City Clerk	
Approved as to Form:	
Assistant City Attorney	_

STATE OF WASHINGTON )	
County of Spokane ) ss.	
and for the State of Washington, duly of to me known, the	, before me, the undersigned, a Notary Public in commissioned and sworn, personally appeared wn to be the of that executed the foregoing instrument and e and voluntary act and deed of said limited liability intioned, and on oath stated that he is authorized to
Witness my hand and official seal hereto	affixed the day and year first above written.
	Notary Public in and for the State of Washington, residing at Spokane My Appointment Expires:
STATE OF WASHINGTON ) ) ss. County of Spokane )	
are the persons who a that they signed this document, on oath stated that as the, and the City C	factory evidence that and appeared before me and said persons acknowledged at they were authorized to sign it and acknowledged it Clerk, respectively, of the CITY OF SPOKANE, a y act of such party for the uses and purposes therein
NOTARY SEAL	
	Notary Public in and for the State of Washington, residing at Spokane.
	Appointment expires:

# Exhibit "A" <u>Legal Description of Easement Area</u>

Exhibit "B"

<u>Sewer Easement Depiction</u>



# **Temporary Easement**

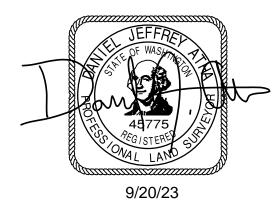
Being two (2) 5.00 foot easements one lying 5.00 foot northerly of and one lying 5.00 foot Southerly of a permanent 30.00-foot easement in the Southeast Quarter of the Southwest Quarter of Section 31, Township 25 North, Range 43 East, W.M., in the City of Spokane, Spokane County, State of Washington, the centerline of said 30.00-foot permanent easement is more particularly described as follows:

**Commencing** at a 3" Aluminum Cap marking the Southwest Corner of said Section 31, thence North 87°54'31" East a distance of 605.70 feet to a 5/8" rebar with cap #37549 as shown on Spokane County Record of Survey, Auditors #6381480; thence North 27°15'11" East a distance of 54.46 feet to the centerline of Cheney-Spokane Road, thence North 63°08'02" West a distance of 732.62 feet more or less to the East line of the Southwest Quarter of the Southwest Quarter of Section 31 and being the **True Point ofBeginning**;

Thence North 63°08'02" West a distance of 158.01 feet; thence North 24°01'41" East a distance of 57.36 feet more or less to the Southerly right of way line of State Route 195 and being the **Terminus** of this line description.

The sidelines of the above-described strip of land shall be prolonged or shortened, to terminate at said East line and the Southerly right of way line of said State Route 195.

Except all those portions of land lying within the right of way of State Route 195.



#### **Permanent Easement**

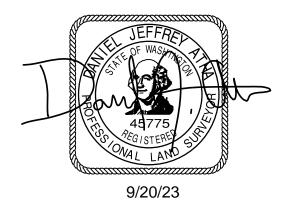
A 30.00-foot strip of land in the Southeast Quarter of the Southwest Quarter of Section 31, Township 25 North, Range 43 East, W.M., in the City of Spokane, Spokane County, State of Washington, the centerline of said 30.00-foot strip of land is more particularly described as follows:

**Commencing** at a 3" Aluminum Cap marking the Southwest Corner of said Section 31, thence North 87°54'31" East a distance of 605.70 feet to a 5/8" rebar with cap #37549 as shown on Spokane County Record of Survey, Auditors #6381480; thence North 27°15'11" East a distance of 54.46 feet to the centerline of Cheney-Spokane Road, thence North 63°08'02" West a distance of 732.62 feet more or less to the East line of the Southwest Quarter of the Southwest Quarter of said Section 31 and being the **True Point of Beginning**;

Thence North 63°08'02" West a distance of 158.01 feet; thence North 24°01'41" East a distance of 57.36 feet more or less to the Southerly right of way line of State Route 195 and being the **Terminus** of this line description.

The sidelines of the above-described strip of land shall be prolonged or shortened, to terminate at said East line and the Southerly right of way line of said State Route 195.

Except all those portions of land lying within the right of way of State Route 195.







Park Board
Financials
August 2023



# Parks Financials



# Key Concepts:

- YTD, Parks has spent 64% of all budgeted expenditures (64% last August).
- YTD, Parks has earned 67% of all budgeted revenues (65% last August).
- YTD, revenues are ahead of YTD expenses by \$648,961.
- The last 4 months of the year are generally a net deficit for Parks, so the shrinking surplus will need to continue to be managed through spending controls.

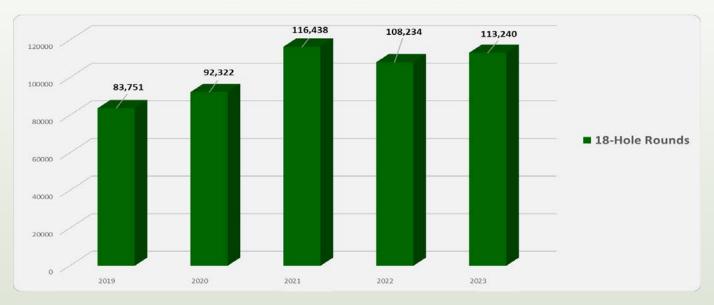
# Golf Financials

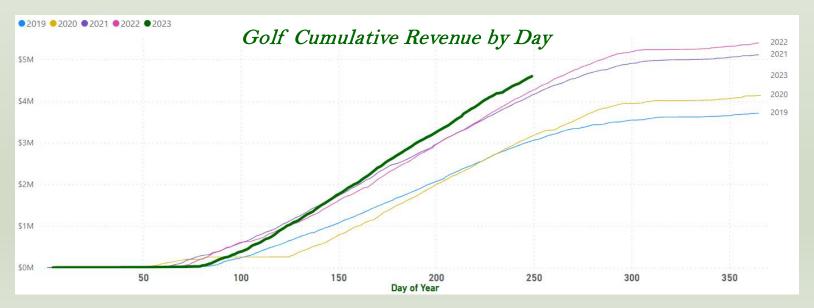


# Key Concepts:

- YTD, golf has spent 68% of total budgeted expenditures (59% last August). Operating expenses as a % are lower than last year, but expenses including capital are higher.
- YTD, golf has earned 91% of total budgeted revenues (94% last August).
- Golf has revenues exceeding expenditures by \$997,910 excluding the facility improvement fee and corresponding debt service payment (\$1.36 million including both).

# Golf – Dashboard









Questions or Comments?



# 2024 Proposed Budget



#### **Parks Fund**

PARKS E RECREATION	Adopted Budget 2023	Initial 2024 Budget
Operating Revenue		
Program Revenue	\$ 5,746,784	\$ 6,310,187
Operating Transfers	\$ 17,552,439	\$ 19,325,319
Grant Revenue	\$ 10,000	
Total Operating Revenue	\$ 23,309,223	\$ 25,635,506
Operating Expenses		
Salaries and Wages	\$ 10,943,316	\$ 11,476,842
Personnel Benefits	\$ 2,780,702	\$ 3,283,900
Supplies	\$ 1,137,550	\$ 1,415,020
Services and Charges	\$ 4,599,512	\$ 4,937,721
Interfund Payments	\$ 2,911,741	\$ 3,225,220
Total Operating Expenses	\$ 22,372,820	\$ 24,338,703
Net Operating Income (Loss)	\$ 936,403	\$ 1,296,803
Other Financial Activity		
Capital Outlay	\$ -	
Transfers Out	\$ 1,040,822	\$ 1,120,688
Budget Reserve	\$ 150,000	\$ 125,000
Total Other Activity	\$ 1,190,822	\$ 1,245,688
Total Expenditures	\$ 23,563,642	\$ 25,584,391
Net Gain/(Loss)	\$ (254,419)	\$ 51,115

#### **Revenue Discussion Points**

- Program revenue increases in Recreation (Cost Recovery Model) and Riverfront.
- Healthy increase in general fund transfer contributes to 10% overall revenue increase.

## **Expense Discussion Points**

- Combined 8% increase in salaries and benefits.
- Largest increase in temp/seasonal expenses were in Recreation under Athletics and Aquatics. Aquatics is the single largest consumer of temp/seasonal wages with a \$650,000 budget next year.
- The increase in interfund expenses is almost entirely driven by Risk Management (\$270,000 increase). We continue to work with the new Risk Manager on new allocation methods. That number may adjust prior to final city budget approval.
- The transfers out include the Merkel turf and the new Zamboni debt service payments. The transfer to capital was reduced from \$750k in 2023 to \$650k in 2024 to maintain a net positive budget.
- This budget includes \$100k for Expo50 and \$100k for the cost of a ballot measure.

# 2024 Proposed Budget



## **Golf Fund**

PARKS ERECREATION		Adopted udget 2023	Initial 2024  Budget (Excluding  FIF/SIP)				
Revenue							
Program Revenue	\$	4,300,901	\$	5,378,076			
Pre-Sale Revenue							
Facility Improvement Fee	\$	-					
Other Transfers-In	\$	-					
Total Revenue	\$	4,300,901	\$	5,378,076			
Expenditures	¢	1 791 522	\$	1 817 483			
Salaries and Wages	\$	1,791,522		1,817,483			
Personnel Benefits	\$	323,037	\$	529,688			
Supplies	\$	410,750	\$	531,900			
Services and Charges Interfund Payments	\$	1,053,068 297,677	\$	1,435,756 312,055			
Subtotal Op. Expense	\$	3,876,054	\$	4,626,882			
Capital Outlay	\$	410,000	\$	714,650			
Transfers Out							
Total Expenditures	\$	4,286,054	\$	5,341,532			
Net Gain/(Loss)	\$	14,847	\$	36,544			

#### **Revenue Discussion Points**

- Established baseline revenues used 2022 actuals and 2-year averages for total rounds played.
- Revenues shown include the proposed fee increases for golf (green fees and passes).

## **Expense Discussion Points**

- Combined increase of 11% for salaries and benefits.
- The increase in services and charges includes an added \$60,000 for landscaping/grounds maintenance and \$60,000 for minor building repairs/maintenance.
- Other substantial service charge increases were water and bank fees, which were underbudgeted for 2023.
- Due to the increased capital needs in golf, the primary driver for the greens fee increase was to cover the cost of capital improvements. Budgeted capital improvements increased from \$410,00 in 2023 (which actuals will exceed) to \$714,650 in 2024.

### **Budget Risks**

#### **Parks**

- Continued inflationary pressure on all expenses.
- Overall city expense cutting measures will impact the 2025 budget and beyond.
- Expo50 is a rather large budget expense with unknown impacts to both revenue and expenses.
- Pavilion naming rights income is included in the budget (20% deduction for a finder's fee commission).

#### Golf

- The recent stress testing of golf demonstrated the sensitivity of the budget. Extended closures for smoke or minor decreases in rounds played have magnified impacts on the overall budget.
- One large, unplanned capital expense (like pine beetles) can quickly devour a planned capital budget.

# Spokane Park Board Briefing Paper



Committee	Land		Comm	ittee meeting date: August	2, 2023
Requester	Fianna Dickson			Phone number:X6297	
Type of agenda item	Consent	Discussion		○ Information	<ul><li>Action</li></ul>
Type of contract/agreement	New Ren	iewal/ext. OL	.ease	• Amendment/change orde	Other
City Clerks file (OPR or policy #)	LGL 2011-0031				
Master Plan Goal, Objective, Strategy (click for link to adopted plan)	Goal L., Objective additional funding			er Plan Priority Tier: 71-175)	
Item title: (Use exact language noted on the agenda)	Proposed revision	ons to Sponsors	ships, [	Donations, and Naming Recog	nition Policy
Begin/end dates	Begins: 08/10/20	023	Ends:	$\checkmark$	06/01/2525
Background/history:  The Sponsorship, Donation, and N 2017. With an idea of rotating police to review the policy to note any characteristic 2 Park Board members and 2 staff committee in June.	ies through for anges desired	r review ever by the Park l	y 5 ye Board	ears or so, it is about the r l. A small workgroup com	ight time orised of
Motion wording: Motion to approve the proposed amendm	ents to the spons	orship, donatio	n, and	naming recognition policy	
Approvals/signatures outside Parks:	O Yes	<ul><li>No</li></ul>			
If so, who/what department, agency or co				21	
Name:	Email address	<u> </u>		Phone:	
Distribution:  Parks – Accounting  Parks – Sarah Deatrich  Requester: Fianna Dickson  Grant Management Department/Name:					
Fiscal impact: C Expenditure	Revenue				
Amount:		Budget code:			
Vendor: Existing vendor	New vendo	or			
Supporting documents:  Quotes/solicitation (RFP, RFQ, RFB) Contractor is on the City's A&E Roster - C UBI: Business license exp	•	ACH F	orms (f	contractors/consultants/vendors or new contractors/consultants/v rtificate (min. \$1 million in Genera	endors

CITY OF SPOKANE
PARKS AND RECREATION DIVISION
ADMINISTRATIVE POLICY AND PROCEDURE

ADMIN 1400-11-07 LGL 2011-0031

TITLE: SPONSORSHIPS, DONATIONS, NAMING RECOGNITION OF PARKS

AND RECREATION AREAS, FACILITIES AND PROGRAMS

EFFECTIVE DATE: JULY 14, 2011

REVISION EFFECTIVE DATE: OCTOBER 12, 2017

Note: Draft revisions in red reflect March 2023 discussions

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- 10.0 PLANNING AND FULFILLMENT
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#### 1.0 GENERAL

Spokane Parks and Recreation is a Division of the City of Spokane whose services are primarily funded from the City's general fund. In recent years demands upon these funds have increased, a trend that is expected to continue.

To maintain and enhance the City's park and recreation system, Spokane Parks and Recreation is actively seeking to establish revenue streams and resources that will increase its ability to deliver services to the community and/or provide enhanced levels of service beyond the core levels funded from the City's general fund.

This policy will provide opportunities for the private sector to invest back into the community.

Any naming must be to the benefit of enhancing the space, as a first priority. The Parks Master Plan, approved by the Park Board, will guide all investments.

Existing facilities and features within a named park are generally assumed to have the same name (i.e. the shelter at Franklin Park, the playground at Logan Peace Park, the ballfields at Friendship Park). As a guiding rule, re-naming of spaces is not allowed unless determined by the Park Board. New facilities and features will be named through a process initiated by Parks & Recreation in alignment with the policy.

#### 2.0 DIVISIONS/DEPARTMENTS AFFECTED

This policy and procedure shall apply to the Spokane Parks and Recreation Division.

#### 3.0 REFERENCES

City Charter - Section 48. Park Board - Powers
Park Board Rules - Section 14. General Operating Policies and Procedures, Ruling
and Appeals

#### 4.0 DEFINITIONS

For the purpose of this policy, the following definitions apply:

- 4.1 "Advertising" a form of marketing that is paid for by an individual or organization to attract the public's attention to a particular product or service.
- 4.2 "Division" Spokane Parks and Recreation Division.
- 4.3 "Department Directors" senior Parks and Recreation management directly under the Director of Parks and Recreation or the Executive Officer who have responsibility for parks recreation departments.
- 4.4 "Historical or Prominent Individuals/Families/Groups"-individuals, families or groups that have a historical connection to the City's heritage or have in some way made significant contributions to the Spokane community.
- 4.5 "Individual and Family Giving" A donation garnered from the general public who desire to contribute financially to the Division, for which there may be some mutually agreed upon recognition benefit. Donations are typically driven by fondness or affection for Parks and Recreation, desire to memorialize selfor loved ones, or in support of the Division mission.
- 4.6 "Interpretive sign" a sign within a park that interprets natural, historic, and/or cultural features.
- 4.7 "Logo" a symbol or name that is used to brand an organization.
- 4.8 "Marketing" all forms of promotional efforts to attract the public's attention to a particular product or service. Marketing opportunities offered to sponsors are specific to each sponsorship and detailed in the agreement in accordance with City laws and Division policies.
- 4.9 "Memorials and tributes" plaques, benches, trees or other similar elements designed to honor an individual and/or in recognition of a contribution.
- 4.10 "Naming rights" A financial transaction and form of advertising whereby a corporation, community organization, or other entity purchase the right to name a park asset or program, typically for a defined period of time of 3 to 20 years, with the intent to promote its brand or market its programs and services.
- 4.11 "Park" Division property designated as a park.
- 4.12 "Park asset" Physical Division amenities, features and facilities identified by

- the Park Board as an opportunity for naming rights or individual and family giving.
- 4.13 "Park facilities" buildings, outdoor fields, recreation, sports or entertainment facilities in which structured and unstructured activities are provided.
- 4.14 "Park features" fountains, artwork, amenities, and similar.
- 4.15 "Plaque" a flat memorial plate containing information that is either engraved or in bold relief that may be affixed to a park asset or displayed in a public place as a form of recognition.
- 4.16 "Program sponsorship" A payment or in-kind service by a business to support a program, activity or special event of the Division in return for certain recognition benefits, which may include naming. Sponsorships will generally be a year or shorter in duration and not associated with a permanent park asset.
- 4.17 "Recognition benefits" Opportunities provided to the sponsor or donor as an incentive or appreciation for charitable donations.
- 4.18 "Sign" a structure that is used to identify a specific park, to convey directions/rules to park users, and/or to inform about a project or attraction. May be temporary or permanent.
- 4.19 "Sponsorship or donation agreement" the legal instrument that sets out the terms and conditions agreed upon by the parties.

#### 5.0 POLICY

- 5.1 It is the policy of Spokane Parks and Recreation Division to actively seek sponsorships, charge fees for advertising and to accept donations and gifts where appropriate, for its events, services, parks, equipment and facilities. The purpose of such is to increase the Division's ability to delivery services to the community and/or provide enhanced levels of service beyond the core levels funded from the City's general fund.
- 5.2 In appreciation of this support, it is the policy of the Division to provide suitable acknowledgement and recognition of these contributions. The recognition shall adhere to the aesthetic values and purpose of the Division's parks, facilities, and services, and to the recognition guidelines outlined in this policy.
- 5.3 Sponsorships and donations will be considered for the following broad types of activities:
  - 5.3.1 Event Sponsorship financial or in-kind support for an event organized by the Parks Division on parkproperty. Depending on the details of the agreement, the sponsor's name may or may not be directly linked to the event (i.e. a title sponsorship), and the sponsor may have a variety of temporary marketing opportunities.
  - 5.3.2 Park Facility or Feature financial or in-kind support associated with the design, construction and/or on-going maintenance and operation of a particular park or recreational, sport, entertainment or cultural

- facility. Recognition opportunities are negotiated with the agreement.
- 5.3.3 Program Sponsorship financial or in-kind support that facilitates the ongoing delivery of a particular citywide or site-specific program. Recognition of the sponsor could be associated directly to the program, or other marketing opportunities could be available, depending on the terms of the agreement.
- 5.3.4 Memorials or Tributes plaques, trees, or similar in honor of a person or persons, with recognition benefits outlined in the proposal and agreement.
- 5.4 All sponsorships, gifts, donations, naming recognition, memorials, tributes, and plaques shall be formalized legally in writing through a Sponsorship or Donation Agreement, and signed by a representative from each party.
  - 5.4.1 The agreement should include a clear statement of the purpose, financial value, benefits associated including specific recognition and marketing opportunities, total costs, maintenance and replacement, each party's roles and responsibilities, and term and termination provisions.

#### 6.0 GUIDING PRINCIPLES

The following principles form the basis of the Division's consideration of sponsorships, gifts, and naming requests, and have been established to ensure all considerations are treated equitably.

- 6.1 Sponsorship, naming, gift and donationproposals:
  - 6.1.1 Must directly relate to the intent of the facility or park, and its master plan or business plan.
  - 6.1.2 Cannot be made conditional on Division performance.
  - 6.1.3 Will not be accepted from organizations whose mission conflicts with the mission of the Division, and must be deemed age-appropriate
  - 6.1.4 Will provide a positive and desirable image to the community.
  - 6.1.5 Will provide benefits commensurate with the relative value of the sponsorship.
  - 6.1.6 Cannot limit the Division's ability to seekother sponsors.
  - 6.1.7 Will include an operating endowment or operating donation if the gift requires a level of service, maintenance, or service beyond current staffing levels.
  - 6.1.8 Will enhance the design and visual integrity of the park/facility.
  - 6.1.9 Will be evaluated individually and shall include, but not be limited to: products/services offered; sponsor's record of involvement in environmental stewardship and social responsibility; principles of the sponsor; sponsor's rationale for its interest; sponsor's expectations; and sponsor's timeliness and/or readiness to enter into an agreement.

#### 6.2 Ethical Considerations

6.2.1 Sponsorships, naming, gifts and donations may come with unintended consequences and need to receive careful consideration. On occasion, the Division or Park Board may need to reject an offer under circumstances including, but not limited to: the potential sponsor seeks to secure a contract, permit or lease; the potential sponsor seeks to impose conditions that are inconsistent with the Division's mission, values, policies, and/or planning documents; acceptance of a potential sponsorship would create a conflict of interest or policy (e.g., sponsorship from a tobacco company, political organization; the potential sponsor is in litigation with the City of Spokane.)

#### 7.0 RECOGNITION OF SPONSORSHIPS AND GIFTS

- 7.1 The following principals will guide the recognition:
  - 7.1.1 The recognition shall not detract from the visitors' experience or routine use, nor shall it impair the visual qualities of the site or be perceived as creating a proprietary interest.
  - 7.1.2 All forms of recognition must meet Division design and maintenance guidelines.
  - 7.1.3 Recognition shall not suggest in any way the endorsement of a sponsor's goods or services by the Division, or any proprietary interest of the sponsor in the Division.
  - 7.1.4 All sponsorship, donation or naming rights agreements will be for defined period of time having regard to the value and the life of the asset involved. contribution.
  - 7.1.5 Benefits will be provided at a level of recognition and will specify costs commensurate with the contribution, as outlined in an annual plan by the Division.
  - 7.1.6 All sponsorship marketing materials must be approved by the Division's Communication Manager.
  - 7.1.7 The Division's Communication Manager must approve the use of the City's or Parks and Recreation's logo by the sponsor in their own business publications.
  - 7.1.8 All signs must comply with city ordinance.
- 7.2 Forms of recognition: The Division wishes to work closely with each donor to provide recognition that is meaningful to the donor. Acknowledgement may include one or more of the following:
  - 7.2.1 A thank you letter.
  - 7.2.2 Publicity through printed materials, publications, the Division website, social media, and/or media releases, and through the sponsor's channels. Design standards of the Parks and Recreation Division will apply.
  - 7.2.3 Events such as a ground breaking or ribbon cutting ceremony, private group tour or photo opportunity.
  - 7.2.4 Mayor, City Council and/or Park Board member acknowledgement at civic functions.
  - 7.2.5 Designated seating at an event, passes to an event, waived fee for facility use, or similar.
  - 7.2.6 Commemorative recognition such as a memorial, plaque or tribute (see section 9.0).
  - 7.2.7 On-site recognition such as a temporary or permanent sign.
    - 7.2.7.1 The form of any on-site recognition shall be of an appropriate size and color and shall not detract from the park surroundings or any interpretive message.
    - 7.2.7.2 The Division Communication Manager shall determine approval of the sign/plaque style and design and inclusion of a sponsor's name and/or logo.
    - 7.2.7.3 The placement of temporary signs and plaques shall be determined between the Communication Manager and the appropriate Department Director. In the event of consensus not being reached, the Parks and Recreation Director's decision shall be final.

- 7.2.7.4 Permanency of the sign is limited to the life of the asset. terms of the contribution.
- 7.2.8 Name association to an event, program or project.
- 7.2.9 Naming of a facility, feature or park (see section 8.0).

#### 7.3 Determining the form of recognition

- 7.3.1 Annually, sponsor/donor opportunities and recognition tiers will be developed and/or reviewed by the Communication Manager and/or consultants or staff designated by the Director in collaboration with appropriate Department Directors.
- 7.3.2 Annually, recommended sponsor/donor opportunities and recognition tiers will be presented to and approved by the Director and the Park Board.
- 7.3.3 In determining the type and extent of recognition benefits, current market research data and cost analyses will be used to determine the value for each tangible and intangible benefit offered.
- 7.3.4 If a recognition plan involves naming of a park, facility or feature within a park, the naming procedures will apply (section 8.0).
- 7.4 Sample of sponsor/gift opportunities and recognition tiers: each sponsorship is negotiated and tailored, however a hierarchy of benefits is associated with varied levels of sponsorships. The following demonstrates some benefits that may be included at various levels
  - 7.4.1 Lower investments may offer banner placements, give-away opportunities, recognition without logo in publications and social media, mention in a press release, recognition in remarks at the event, recognition on site signs.
  - 7.4.2 Mid-level investments may offer the above in addition to logo placement or advertisements in publications/print materials (i.e. the Activity Guide) and social media, passes or special access to events, product sampling, waived fees for facility use.
  - 7.4.3 High-level sponsorships may include the above plus name association to an event or program, designation as the official sponsor of an event or program, permanent signs or plaques, or naming rights of a park, facility or feature.

#### 8 NAMING AND RE-NAMING OF A PARK, FACILITY OR FEATURE

The following principles form the basis of the Division's consideration of naming or renaming parks, facilities and features within a park (i.e. "Acme Park" or "Acme Field" or "Acme Fountain"). They do not apply to the associated naming of an event, program or project (i.e. "Acme Skate Night" or "Acme Softball Tournament"); those are temporary program name associations in accordance with the annual sponsor opportunities.

Existing facilities and features within a named park are generally assumed to have the same name (i.e. the shelter at Franklin Park, the playground at Logan Peace Park, the ballfields at Friendship Park). As a guiding rule, re-naming of spaces is not allowed unless determined by the Park Board. New facilities and features will be named through a process initiated by Parks & Recreation in alignment with the policy.

- In accordance with the City Charter, Section 48, the Park Board may designate by name any park and structures thereon.
- 8.2 The recommendations for park, facility and feature names will be based on and chosen from the following criteria:

- 8.2.1 Historic events, places and people related to Spokane and the region
- 8.2.2 Exceptional individuals who have positively impacted parks and recreation in Spokane and the region
- 8.2.3 In commemoration of a group of individuals who perished or survived a tragic event or war
- 8.2.4 A suitable program or community related name which denotes an appropriate linkage to its function
- 8.2.5 Living nominees must have been deemed by Park Board and the community to have made an outstanding contribution to the City
- 8.2.6 Living political nominees must be retired from political life for at least five (5) years
- 8.2.7 In recognition of a significant donation covering one or preferably more of the following:
  - 8.2.7.1 Sixty percent (60%) or more of the cost of the particular park or facility, or one hundred percent (100%) of the feature
  - 8.2.7.2 Deeding to the City all of the land on which the park, facility or feature will be situated
  - 8.2.7.3 Some long term endowment for the repair and maintenance of the donated park, facility or feature
  - 8.2.7.4 The provision of costs that will service program needs
- 8.2.8 The duplication or repeat use of names will be avoided, where possible.

#### 8.3 Renaming of a Park, Facility or Feature

- 8.3.1 Proposals to rename parks are not allowed unless Park Board determines a legitimate public interest to do so.
- 8.3.2 Proposals to rename facilities or features will be considered in accordance with any naming rights agreements (i.e. a 10 year agreement for naming rights to "Acme Fountain.")

#### 8.4 Process for Naming Parks. Facilities and Features

- 8.4.1 Anyone wishing to propose a name for a park, facility or feature must submit a written request to the Director. The request should include a brief synopsis of the reasons for the proposed name.
- 8.4.2 All naming opportunities shall be developed under the guidance of the Communication Manager and/or a designated consultant in collaboration with the appropriate Department Director.
- 8.4.3 The Communications Manager or other Parks staff may meet with neighborhood representatives, other City government organizations (e.g. Historic Preservation, Planning Services), or organizations concerned with parks and/or park facilities in order to prepare a recommendation.
- 8.4.4 For assets with an annual contract dollar value at or less than \$20,000/year and/or at or less than 5 years in duration, decisions about naming rights will be made within the Division and appropriate Department and will not require Park Board approval (only Park Board notification through the appropriate committee).
- 8.4.5 For assets with an annual contract dollar value greater than \$20,000 and/or greater than 5 years in duration, the naming rights proposal will be submitted to the Park Board through the appropriate committee for approval.
- 8.4.6 Accepted proposals will adhere to the City Charter and all other relevant guidelines and procedures as previously outlined.
- 8.4.7 If a new park or facility is completed and no fitting suggestion for a name has come from the community or in association with a gift, the Park Board will select a name and may involve community outreach

#### 9.0 MEMORIALS, PLAQUES AND TRIBUTES

The following principles form the basis for the Division's consideration of memorial, plaque or tribute proposals and to help prevent proliferation of memorials, plaques and tributes:

- 9.1 Memorials, plaques or tributes should benefit the general public as a first priority with the benefit to the donor or honoree as a secondary goal.
- 9.2 Inventory options vary by location and are dependent upon space and need. The Director or Assistant Director of Park Operations will review and approve all requests.
- 9.3 An agreement will be consummated to include responsibilities related to the memorial or plaque including but not limited to: installation costs including on-going upkeep, and replacement or repair costs.
- 9.4 Proposals of memorials, plaques or tributes in parks and recreation areas may include: Note: Identify easy vs. more complex tiers?
  - 9.4.1 New trees, tree replacement, or seasonal planting beds;
  - 9.4.2 New or replacement park benches, picnic tables, BBQ pit stands, drinking fountains, or trash receptacles;
  - 9.4.3 New or replacement picnic shelters, play equipment, or water misting stations
- 9.5 Accepted proposals will adhere to all other relevant guidelines and procedures aspreviously outlined.

#### 9.6 Process for Memorials, Plaques and Tributes

- 9.6.1 All memorial and plaque requests must be in writing and shall be referred to the Communication Manager.
- 9.6.2 The Communication Manager is responsible for evaluation of requests and the provision of a recommendation to the Director of Park Operations or appropriate Department Director.
- 9.6.3 The Communication Manager will liaise with the appropriate Department Director to execute the necessary agreement and benefit recognition provisions.

#### 10. PLANNING AND FULFILLMENT

- 10.1 Sponsor and donation recognition will be determined as outlined in section 7.0.
- 10.2 Solicitation Planning
  - 10.2.1 The Communication Manager and any designated consultants, in consultation with the Division Director and appropriate Department Directors, shall develop an on-going accrual plan that includes prioritized opportunities for the purpose of solicitation.
  - 10.2.2 Sponsorships and giving opportunities are either initiated by the Division through a formal Request for Sponsors (RFS) process, initiated by the Division or their representative based on perceived potential interest of a specific sponsor/donor, or self-initiated by the

potential sponsor/donor.

- 10.2.3 Identified opportunities shall be approved by the Director and subsequently communicated to the Spokane Parks Foundation to facilitate an integrated approach to the procurement and management of sponsorships and gifts/donations by the two organizations.
- 10.2.4 Selected Parks and Recreation staff, Park Board members, and elected officials may be tasked with soliciting sponsors in accordance with the plan and upon their willingness.
- 10.2.5 All unsolicited sponsorship proposals shall be referred to the Communication Manager or designated consultant who shall be responsible for their evaluation and the provision of a recommendation to the appropriate authority level.

#### 10.3 Fulfillment of Agreements

- 10.3.1 The Communication Manager shall liaise with the appropriate Department Director or their designee to execute the necessary sponsorship agreement and benefit recognition provisions.
- 10.3.2 Fulfillment of the promised recognition shall be the shared responsibility of the Communications Manager and the appropriate Department Director or their designee.

#### 10.4 Monitoring and Performance Reporting

10.4.1 It will be reported upon annually by the Communication Manager or designated consultant to the Park Board the number of active sponsorships/donations and their dollar value.

#### 11.0 TERMINATION

The Division reserves the right to terminate any contractual relationship should conditions arise during the life of the agreement result in a conflict with this policy or if the agreement is no longer in the best interests of the Division. Decisions to terminate an agreement shall be made by the Director. Circumstances include but may not be limited to: the sponsor seeks to impose conditions that are inconsistent with the Division's mission, values, policies, and/or planning documents; a conflict of interest or policy arises during the agreement period; the potential sponsor is in litigation with the City of Spokane.

#### 12.0 RESPONSIBILITIES

The Director of Parks and Recreation shall administer this policy.

#### 13.0 APPENDICES

None

City Attorney	Date	
Director of Parks and Recreation	Date	

# Spokane Park Board Briefing Paper



Committee	Riverfront Committee	Committee meeting date: Sept 6, 2023								
Requester	Berry Ellison	Phone number: 509 625-6276								
Type of agenda item	OConsent ODiscussion	Information • Action								
Type of contract/agreement	New Renewal/ext.	Lease								
City Clerks file (OPR or policy #)	2023-0446									
Master Plan Goal, Objective, Strategy	Goal K, Objective 1	Master Plan Priority Tier: Tier 1								
(Click <b>HERE</b> for link to adopted plan)		(pg. 171-175)								
Item title: (Use exact language noted on the agenda)		nge Order #2 / Riverfront Park South Suspension n (\$78,942.01 plus applicable taxes)								
Begin/end dates	Begins: 07/01/2023	Ends: 06/01/2024 06/01/2525								
Background/history: Change Order #2 consists of 4 additions to the Contractor's scope of work. Item 1 is added cost for steel repair due to Engineer's revision. Item 2 is added cost for replacing nelson studs (concrete anchors) on the bridge girders. Item 3 is added cost for the removal and replacement of the south corbel (a concrete and steel structure supporting & stabilizing the south end of the bridge). Item 4 is added cost for removal of pack rust at Engineer's direction.  Note: Applicable taxes for this CO total \$1,305.99 (see supporting documents)  Motion wording: Move to approve Garco Construction, Inc., change order #2 for the Riverfront Park South Suspension Bridge Renovation Construction Project in the amount of \$78,942.01 plus applicable taxes, from Park Capital Funds.										
Approvals/signatures outside Parks:	Yes No									
If so, who/what department, agency or co	ompany: Garco Construction,	Inc								
Name: Tim Loucks	Email address: tloucks@gard	co.com Phone: 509 535-4688								
<b>Distribution:</b> Parks – Accounting		@spokanecity.org garco.com								
Parks – Sarah Deatrich	_	@spokanecity.org								
Requester: Berry Ellison	tloucks@	@garco.com								
Grant Management Department/Name:										
Fiscal impact: • Expenditure Amount: \$78,942.01 plus applicable taxes	Revenue  Budget code: 1950-54920-9  Reimbursed b	94000-48085 by Real Estate Excise Tax (REET) funds								
Vendor:	City of Spokane ACH F	for new contractors/consultants/vendors Forms (for new contractors/consultants/vendors								



# CITY OF SPOKANE PARKS AND RECREATION

#### **CONTRACT AMENDMENT 2**

Title: RIVERFRONT PARK SOUTH SUSPENSION BRIDGE RENOVATION

This Contract Amendment is made and entered into by and between the CITY OF SPO-KANE PARKS AND RECREATION as ("City"), a Washington municipal corporation, and GARCO CONSTRUCTION, INC., whose address is 4114 East Broadway Avenue, Spokane, Washington 99202, as ("Contractor"), individually hereafter referenced as a "party", and together as the "parties".

WHEREAS, the purpose of this Agreement is to provide Riverfront Park South Suspension Bridge Renovation; and

WHEREAS, due to unforeseen conditions, additional work is required, thus the original Contract needs to be formally amended this written document; and

NOW, THEREFORE, in consideration of these terms, the parties mutually agree as follows:

#### 1. CONTRACT DOCUMENTS.

The Contract, dated April 20, 2023, any previous amendments, addendums and / or extensions / renewals thereto, are incorporated by reference into this document as though written in full and shall remain in full force and effect except as provided herein.

#### 2. EFFECTIVE DATE.

This Contract Amendment shall become effective on July 1, 2023 and shall run through June 1, 2024.

#### 3. COMPENSATION.

The City shall pay an additional amount not to exceed **SEVENTY-EIGHT THOUSAND NINE HUNDRED FORTY-TWO AND 01/100 DOLLARS** (\$78,942.01), plus applicable sales tax, in accordance with Change Order 2, for everything furnished and done under this Contract Amendment. This is the maximum amount to be paid under this Amendment, and shall not be exceeded without the prior written authorization of the City, memorialized with the same formality as the original Contract and this document.

IN WITNESS WHEREOF, in consideration of the terms, conditions and covenants contained, or attached and incorporated and made a part, the parties have executed this Contract Amendment by having legally-binding representatives affix their signatures below.

GARCO CONSTRUCTION, INC.	CITY OF SPOKANE PARKS AND RECREATION
By Signature Date	By
Type or Print Name	Type or Print Name
Title	Title
Attest:	Approved as to form:
City Clerk	Assistant City Attorney
Attachments that are part of this Agreement: Change Order 2	

23-175

# CITY OF SPOKANE PARKS AND RECREATION DEPARTMENT CHANGE ORDER NO. 02

NAME OF CONTRACTOR: Garco Construction, Inc.

PROJECT TITLE: Riverfront Park South Suspension Bridge Renovation

CITY CLERK CONTRACT NUMBER: 2023-0446

DESCRIPTION OF CHANGE:	AMOUNT:	===	
Item #1: COR-003 - Type 4 Repair Changes (plus \$148.50 material Item #2: COR-004 - Add Nelson Studs (plus \$52.44 material tax) Item #3: COR-005 - Corbel Replacement (plus \$1,049.10 material Item #4: COR-006 - Pack Rust Removal (plus \$55.95 material tax)	tax)	\$ \$ \$	1,879.50 2,153.56 70,975.90 3,933.05
TOTAL	======= Amount:	=== \$	78.942.01

CONTRACT SUM (EXCLUDE SALES TAX)	
ORIGINAL CONTRACT SUM (INCLUDE ALTERNATES)	\$ 2,099,949.00
NET AMOUNT OF PREVIOUS CHANGE ORDERS	\$ 25,501.00
CURRENT CONTRACT AMOUNT	\$ 2,125,450.00
CURRENT CHANGE ORDER (EXCLUDES SALES TAX)	\$ 78,942.01
REVISED CONTRACT SUM	\$ 2,204,392.01

CONTRACT COMPLETION DATE						
ORIGINAL CONTRACT COMPLETION DATE	01/22/2024					
CURRENT COMPLETION DATE	01/22/2024					
REVISED COMPLETION DATE	N/A					
Contractor's Acceptance:	Date:					
City Approval:	Date:					
Attest:	City Clerk					
Approved as to form: Assistant City Att						

Garco Construction 8/8/2023

# **Riverfront Park South Suspension Bridge**

COR 03 - Type 4 Steel Repair

						Dire	ct Costs	Subcontractor Costs						
					Unit Prices Item Totals									
ВІ	Description	Qty	Unit	Labor	Equip	Material	Labor	Equipment	Material	Unit Price	Subtotal	Prime Markup	Total w/ Markup	
	Type 4 Plate Rebuild	30	ea	\$ 15.00		\$ 25.00		\$ -			\$ -	12%	\$ -	
	Re-weld		ea	\$ 54.00				\$ -	\$ -		\$ -	12%	\$ -	
	Type 4 Plate - Machining	30	ea			\$ 55.00	\$	\$ -	\$ 1,650.00		\$ -	12%		
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							\$ -	\$ -	\$ -		\$ -	12%	\$ -	
	70711 010707 00070				_									
	TOTAL DIRECT COSTS			\$ 69.00	\$ -	\$ 80.00	\$ -	\$ -	\$ 1,650.00				\$ -	
	Sales Tax					9.0%			\$ 148.50					
	O - urtur - store Mondayur			0.101	0.101	0.101			A 077.00					
	Contractor Markup			31%	21%	21%	\$ -	\$ -	\$ 377.69					
	TOTAL MUTU MADICUD						Φ.	Φ.	A 0.007.00				•	
	TOTAL WITH MARKUP						\$ -	\$ -	\$ 2,027.69				\$ -	
	TOTAL OO AMOUNT DEGUESTED									_				
	TOTAL CO AMOUNT REQUESTED									\$			2,028.00	



INVOICE

# 1026

**AXIS MFG** 

6010 E ALKI STE 1 SPOKANE VALLEY, WA. 99212 509.368.9895 justin@axismfgcnc.com

Bill To: Ship To:

Garco ConstructionGarco Construction4114 East Broadway4114 East BroadwaySpokane, WA. 99202Spokane, WA. 99202509-535-4688509-535-4688509-934-6023509-934-6023scottk@garco.comscottk@garco.comkaylaer@garco.comkaylaer@garco.com

Date: Aug 7, 2023

Payment Terms: DUE ON RECEIPT

Due Date: DUE ON RECEIPT

PO Number: GAR-001

Balance Due: \$1,650.00

Item	Quantity	Rate	Amount	
Hanger Anchor Block w/Overtime and Clean up	30	\$55.00	\$1,650.00	
	Sub	total:	\$1,650.00	
	Tax	(0%):	\$0.00	
		Total:	\$1.650.00	

#### Terms:

Payments received after 5 business days are subject to 5% late fee.

Please make all checks payable to AXIS MFG.

Thank you for your Business.

Garco Construction 9/1/2023

# **Riverfront Park South Suspension Bridge**

COR 04 - Replace Nelson Studs

				Direct Costs										Subcontractor Costs						
					Unit Prices				Item Totals											
ВІ	Description	Qty	Unit	ı	Labor	Equ	ıip	Material		Labor	Equ	uipment	M	aterial	Unit Price	s	ubtotal	Prime Markup		tal w/ rkup
	Nelson Studs	249	EA	\$	4.17	\$	0.43	\$ 2.34	\$	1,038.33	\$	107.07	\$	582.66		\$	-	12%	\$	-
									\$		\$	-	\$	-		\$	-	12%	\$	-
									\$	-	\$	-	\$	-		\$	-	12%		-
									\$	-	\$	-	\$	-		\$	-	12%		-
									\$	-	\$	-	\$	-		\$	-	12%	\$	-
									\$	-	\$	-	\$	-		\$	-	12%		-
									\$	-	\$	-	\$	-		\$	-	12%		-
									\$	-	\$	-	\$	-		\$	-	12%		-
									\$	-	\$	-	\$	-		\$	-	12%		-
									\$	-	\$	-	\$	-		\$	-	12%		-
									\$	-	\$	-	\$	-		\$	-	12%		-
									\$	-	\$	-	\$	-		\$	-	12%		-
									\$	-	\$	-	\$	-		\$	-	12%		-
									\$	-	\$	-	\$	-		\$	-	12%		-
									\$	-	\$	-	\$	-		\$	-	12%		-
									\$	-	\$	-	\$	-		\$	-	12%		-
									\$	-	\$	-	\$	-		\$	-	12%	\$	-
	TOTAL DIRECT COSTS			\$	4.17	\$	0.43			1,038.33	\$	107.07	\$	582.66					\$	-
	Sales Tax							9.0%					\$	52.44						
	Contractor Markup				31%		21%	21%	\$	321.88	\$	22.48	\$	133.37						
	TOTAL WITH MARKUP			-					\$	1,360.21	\$	129.55	\$	716.03					\$	-
	TOTAL CO AMOUNT REQUESTED									· · · · · · · · · · · · · · · · · · ·					\$	1			2,2	206.00

Garco Construction 9/11/2023

## **Riverfront Park South Suspension Bridge**

COR 05 - Demo and Replace Corbels

							Dir	ect C	osts				Subcontractor Costs				
						Unit Prices				lte	em Totals						
															Prime	•	Total w/
BI	Description	Qty	Unit	Laboi		Equip	Materia		Labor		quipment	Material	Unit Price	Subtotal	Markup	_	Markup
	Corbel Soffit		SF		.40		\$ 37.		\$ 5,227.20		-	\$ 4,100.00		\$ -	12%		-
	Demo Corbels		LS	\$ 5,063					\$ 5,063.13	\$	850.00		\$ 1,200.00	\$ 1,200.00	12%		1,344.00
	Form Corbels		SFCA		.96				\$ 7,406.11	\$		\$ 2,500.00		\$ -	12%		-
	Pour Corbels		CY	\$ 278		\$ 100.00			\$ 1,392.00	\$	500.00		\$ 1,655.00	\$ 1,655.00	12%	\$	1,853.60
	Cure Concrete	247.2	SF	\$ 3	.87		\$ 2.	00 3	\$ 956.66	\$	-	\$ 494.40					
	Strip Corbels		LS	\$ 3,998				,	\$ 3,998.41					\$ -	12%		-
	Rebar + Drill and Epoxy	36	EA	\$ 52	.53		\$ 16.	37	\$ 1,891.08	\$	-	\$ 600.00	\$ 3,873.00	\$ 3,873.00	12%	\$	4,337.76
	Suspend end of Bridge/Re-Set Bridge	2	EA	\$ 2,970	.00	\$ 200.00	\$ 250.	00 \$	\$ 5,940.00	\$	400.00	\$ 500.00		\$ -	12%		-
	Added lifting Brackets	4	EA	\$ 440	.00	\$ 700.00	\$ 200.	00 \$	\$ 1,760.00	\$	2,800.00	\$ 800.00		\$ -	12%	\$	-
								,	\$ -	\$	-	\$ -		\$ -	12%	\$	-
								,	\$ -	\$	-	\$ -		\$ -	12%	\$	-
	Small Tools	507	Hrs				\$ 1.	75	\$ -	\$	-	\$ 887.25		\$ -	12%	\$	-
								,	\$ -	\$	-	\$ -		\$ -	12%	\$	-
								,	\$ -	\$	-	\$ -		\$ -	12%	\$	-
									\$ -	\$	-	\$ -		\$ -	12%	\$	-
									\$ -	\$	-	\$ -		\$ -	12%	\$	-
	TOTAL DIRECT COSTS			\$ 12,884	.70	\$ 1,852.00	\$ 973.	19 5	\$ 33,634.60	\$	5,044.40	\$ 11,656.65	\$ 6,728.00	\$ 6,728.00		\$	7,535.36
	Sales Tax						9.	)%				\$ 1,049.10					
	Contractor Markup			3	31%	21%	2	1%	\$ 10,426.73	\$	1,059.32	\$ 2,668.21					
	TOTAL WITH MARKUP							,	\$ 44,061.33	\$	6,103.72	\$ 14,324.86				\$	7,535.36
	TOTAL CO AMOUNT REQUESTED												\$			7	2,025.00

Garco Construction 8/29/2023

# **Riverfront Park South Suspension Bridge**

COR 06 - Pack Rust Repair

					Direct Costs					Subcontractor Costs							
					Unit Prices				Item Totals								
ВІ	Description	Qty	Unit	Labor	Equip	Material		Labor	Equipment		Material	Unit Price	Su	btotal	Prime Markup		otal w/ arkup
	Pack Rust Repair	1	LS	\$ 2,461.50		\$ 621.65	\$	2,461.50	\$ -	\$	621.65		\$		12%		-
							\$	-	\$ -	\$			\$		12%		-
							\$	-	\$ -	\$	-		\$	-	12%		-
							\$	-	\$ -	\$	-		\$	-	12%		-
							\$	-	\$ -	\$	-		\$	-	12%		-
							\$	-	\$ -	\$	-		\$	-	12%		-
							\$	-	\$ -	\$	-		\$	-	12%		-
							\$	-	\$ -	\$	-		\$	-	12%		-
							\$	-	\$ -	\$	-		\$	-	12%		-
							\$	-	\$ -	\$	-		\$	-	12%		-
							\$	-	\$ -	\$	-		\$	-	12%		-
							\$	-	\$ -	\$	-		\$	-	12%		-
							\$	-	\$ -	\$	-		\$	-	12%		-
							\$	-	\$ -	\$	-		\$	-	12%		-
							\$	-	\$ -	\$	-		\$	-	12%		-
							\$	-	\$ -	\$	-		\$	-	12%		-
							\$	-	\$ -	\$	-		\$	-	12%	\$	-
	TOTAL DIRECT COSTS			\$ 2,461.50	\$ -		\$	2,461.50	\$ -	\$	621.65					\$	-
	Sales Tax					9.0%				\$	55.95						
				2.121	0.10/	2.10/				_							
	Contractor Markup			31%	21%	21%	\$	763.07	\$ -	\$	142.30						
	TOTAL WITH MADICUD							0.004.55			700.05					•	
	TOTAL WITH MARKUP						\$	3,224.57	\$ -	\$	763.95					\$	-
	TOTAL CO AMOUNT REQUESTED											\$	1			3,	989.00

Job Status: Job: Report Selections: 231300 Active **Phase Status:** Phase: 9010501600 **Active, Inactive, Complete** Cost Type: ALL Division: ALL Tran. Type: **Customer:** AP, EQ, GL, IC, JC, PR, OH ALL Vendor: Draw Appl. #: ALL ALL Employee: ALL A/P Contract Labor Hours? No Inv. Item: ALL Master Job? No Cost Group: ALL

## **GARCO CONSTRUCTION INC**

# Job Cost History Report From Inception To 08/29/23

UnPos	ted?		Including P.	O. Receipts and Payroll in Progress			
	Tran					Unit o	f Measure
Date	Туре	Reference	Description	Additional Information	Hours	Quantity	Amount
Job: 23130	0 RIVERFRON	NT S SUSPENSION					
	Phase: 901	-05016-00 PACK RUST REP	PAIR Cost Type: L Labor				
07/22/23	PR BUR	KOB	KOBE J BURLAND	Check# F08518	10.00		247.70
07/22/23	PR BURI	DEN - PR	PAYROLL BURDEN				169.00
07/29/23	PR CASA	ADA	ADAM J CASTLE	Check# F08841	4.00		177.24
07/29/23	PR SCH	JEF	JEFFERY S SCHROEDER	Check# F08989	5.00		162.10
07/29/23	PR SELJ	JAC	JACOB R SELLERS	Check# F08992	8.00		275.36
07/29/23	PR BURI	DEN - PR	PAYROLL BURDEN				394.61
08/05/23	PR CASA	ADA	ADAM J CASTLE	Check# F09071	2.00		88.62
08/05/23	PR MCG	KIM	KIMBERLY M MCGRAW	Check# F09176	7.00		192.92
08/05/23	PR SCH	JEF	JEFFERY S SCHROEDER	Check# F09228	10.00		324.20
08/05/23	PR BURI	DEN - PR	PAYROLL BURDEN				429.75
		Subtotal for Ph	hase: 901-05016-00 PACK RUST REPA	AIR Cost Type: L Labor	46.00	0.00	2,461.50
	Phase: 901	-05016-00 PACK RUST REP	PAIR Cost Type: M Material				
07/17/23	AP SHR	<u>WNS</u>	SHERWIN WILLIAMS	Invoice 1099-9 dated 7/12/23			314.47
07/31/23	AP EDG	CON	EDGE CONSTRUCTION SUPPLY	Invoice F17479 dated 7/19/23			50.00
07/31/23	AP EDC	CON	EDCE CONSTRUCTION SUPPLY	Invoice F17470 dated 7/10/23			600.51
07/31/23	AP EDG	CON	EDGE CONSTRUCTION SUPPLY	Invoice F19798 dated 7/26/23			116.88
07/31/23	AP SHR	<u>WNS</u>	SHERWIN WILLIAMS	Invoice 5619-5 dated 7/31/23			110.30
		Subtotal for Ph	hase: 901-05016-00 PACK RUST REPA	AIR Cost Type: M Material	0.00	0.00	1,192.16
	Phase: 901	-05016-00 PACK RUST REP	PAIR Cost Type: O Other				591.65
07/31/23	AP EDG	CON	EDGE CONSTRUCTION SUPPLY	Invoice F17479 dated 7/19/23			30.00
		Subtotal for Ph	hase: 901-05016-00 PACK RUST REPA	AIR Cost Type: O Other	0.00	0.00	30.00

Taxable Materials = \$621.65 (\$591.65 + \$30.00 = \$621.65)

#### **GARCO CONSTRUCTION INC**

# **Job Cost History Report From Inception To 08/29/23**

## Including P.O. Receipts and Payroll in Progress

UnPost	ed?			Including P.	.O. Receipts a	nd Payroll in Progress		11.9	
Date	Tran Type	Reference	Des	scription		Additional Information	Hours	Quantity	Amount
Job 231300	Recap	Total for	Job: 231300 RIVER	RFRONT S SUSPE	NSION		46.00	0.00	
Amount		Labor	Material	Other	Total				3083.15
901-05016 REPAIR	3-00 PACK RUST	46.00 2,461.50		0.00 30.00	46.00 3,683.66				A
Total		46.00 2,461.50		0.00 30.00	46.00 3,683.66	Total Labor and	Materials.		
		'	-		,	less markup. See COR 6 wor	·		

# ?

#### **<** Business Lookup

License Information:

New search Back to results

**Entity name:** GARCO CONSTRUCTION, INC.

**Business name:** GARCO CONSTRUCTION, INC.

Entity type: Profit Corporation

**UBI #:** 602-809-160

Business ID: 001

Location ID: 0001

**Location:** Active

**Location address:** 4114 E BROADWAY AVE

SPOKANE WA 99202-4531

Mailing address: 4114 E BROADWAY AVE

SPOKANE WA 99202-4531

Excise tax and reseller permit status: Click here

Secretary of State status: Click here

#### **Endorsements**

Endorsements held at this location	License #	Count	Details	Status	Expiration date	First issuance date
Ellensburg General Business - Non-Resident				Active	Mar-31-2024	Feb-11-2020
Federal Way General Business - Non-Resident	15-105228-00-E	BL		Active	Mar-31-2024	Oct-14-2015
Kirkland General Business - Non- Resident	OBL23792			Active	Mar-31-2024	Nov-19-2018
Liberty Lake General Business - Non-Resident				Active	Mar-31-2024	Sep-27-2019
Minor Work Permit				Active	Mar-31-2024	Dec-15-2010
Spokane General Business	T12054470BUS			Active	Mar-31-2024	Oct-15-2012
Spokane Valley General Business - Non-Resident				Active	Mar-31-2024	Jun-12-2009
Walla Walla General Business - Non-Resident				Active	May-31-2024	May-24-2023
Wenatchee General Business - Non-Resident	170046			Active	Mar-31-2024	Oct-16-2019

Governing People May include governing people not registered with Secretary of State



Governing people	Title						
BARNETT, HOLLIS							
HOOPER, JEFF A							
WELSH JR, JAMES T							
WELSH, CLANCY							
WELSH, JAMES T							
Registered Trade Names							
Registered trade names	Status	First issued					
GARCO	Active	Mar-14-2019					
GARCO CONSTRUCTION	Active	Mar-14-2019					
GARCO CONSTRUCTION, INC.	Active	Mar-14-2019					
The Business Lookup information is updated nightly. Search date and time: 5/31/2023 1:42:06 PM							

#### **Contact us**

How are we doing? **Take our survey!** 

Don't see what you expected?

Check if your browser is supported



**ELEWIS** 

# ACORD°

## CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 4/21/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	CONTACT Stacia Simpson						
Hub International Northwest LLC PO Box 3144	PHONE (A/C, No, Ext): (509) 319-2912 FAX (A/C, No):						
Spokane, WA 99220	E-MAIL ADDRESS: Stacia.Simpson@hubinternational.com						
	INSURER(S) AFFORDING COVERAGE	NAIC#					
	INSURER A: Liberty Mutual Fire Insurance Company	23035					
INSURED	INSURER B: Liberty Insurance Corporation	42404					
Garco Construction, Inc.	INSURER C: Travelers Property Casualty Company of America						
P.O. Box 2946	INSURER D:						
Spokane, WA 99220	INSURER E :						
	INSURER F:						

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

E.	XCLUSIONS AND CONDITIONS OF SUCH	POLI	CIES	LIMITS SHOWN MAY HAVE BEEF	NREDUCED BY	PAID CLAIMS.	•	
INSR	TYPE OF INSURANCE	ADDL	SUBF	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMIT	s
Α	X COMMERCIAL GENERAL LIABILITY					,	EACH OCCURRENCE	\$ 2,000,000
	CLAIMS-MADE X OCCUR	X	Х	TB2Z91469954022	12/31/2022	12/31/2023	DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000
							MED EXP (Any one person)	\$ 10,000
							PERSONAL & ADV INJURY	\$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	\$ 4,000,000
	POLICY X PRO-						PRODUCTS - COMP/OP AGG	\$ 4,000,000
	OTHER:							\$
В	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	\$ 2,000,000
	X ANY AUTO	Х	Х	AS7Z91469954012	12/31/2022	12/31/2023	BODILY INJURY (Per person)	\$
	OWNED SCHEDULED AUTOS ONLY						BODILY INJURY (Per accident)	\$
	X HIRED AUTOS ONLY X NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	\$
								\$
В	X UMBRELLA LIAB X OCCUR						EACH OCCURRENCE	\$ 10,000,000
	EXCESS LIAB CLAIMS-MAD	<b>X</b>	X	TH7Z91469954032	12/31/2022	12/31/2023	AGGREGATE	\$ 10,000,000
	DED X RETENTION\$	)						\$
Α	WORKERS COMPENSATION AND EMPLOYERS LIABILITY						PER OTH- STATUTE ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE	N/A		EL2Z91469954042	12/31/2022	12/31/2023	E.L. EACH ACCIDENT	\$ 1,000,000
	OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	] N/A	'				E.L. DISEASE - EA EMPLOYEE	\$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - POLICY LIMIT	\$ 1,000,000
С	Builder's Risk			QT6300J565818TIL22	12/31/2022	12/31/2023	COC Incl EQ/FL	4,000,000
Α	WA Stop Gap			EL2Z91469954042	12/31/2022	12/31/2023	LIMIT	1,000,000
	1				1			

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
PROJECT: RIVERFRONT PARK SOUTH SUSPENSION BRIDGE RENOVATION CONSTRUCTION

PRIMARY AND NON-CONTRIBUTORY ADDITIONAL INSURED STATUS IS GIVEN TO THE CITY OF SPOKANE PARKS & RECREATION FOR GOING AND COMPLETED OPERATIONS AS GRANTED BY THE POLICY FORMS ATTACHED. WAIVER OF SUBROGATION DOES APPY PER THE ATTACHED POLICY FORMS.

CERTIFICATE HOLDER CANCELLATION

CITY OF SPOKANE PARKS & RECREATION 828 W SPOKANE FALLS BLVD SPOKANE, WA 99201-3316 SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

WM Dunin

# Spokane Park Board Briefing Paper



Committee	Riverfront Pa	ark Committee	Comr	mittee meeting date:	Sept. 12,	, 2023		
Requester	Nick Hamad			Phone number:	509.363.	5452		
Type of agenda item	Consent	ODiscus	sion	○ Information		<ul><li>Action</li></ul>		
Type of contract/agreement	New	Renewal/ext.	Lease	OAmendment/chan	ge order	Other		
City Clerks file (OPR or policy #)			-					
Master Plan Goal, Objective, Strategy	Goal B, Obj.	1, (dog park)		ter Plan Priority Tier:	Secon	d Tier		
(Click <b>HERE</b> for link to the adopted plan)			(pg. 1	.71-175)				
Item title: (Use exact language noted on the agenda)		egarding the F unding / River		Park Dog Park Location, (no cost)	Project F	Priority, and		
Begin/end dates	Begins: 09/1	4/2023	Ends	:	0	6/01/2525		
Background/history: This resolution: -Designates the Riverfront Park I Capital CampaignSelects an alternative site just early control of the court of the cour	ast of the for erfly from th capital cam	estry shelte e RFP capit npaign funds	r to host al campa s to the R	the dog park. iign.				
Motion wording:  Motion to approve resolution regarding the cost)	ne Riverfront F	ark Dog Park	location, p	project priority, and asso	ciated fu	nding (no		
Approvals/signatures outside Parks:	O Yes	<ul><li>No</li></ul>	)					
If so, who/what department, agency or c				81				
Name: Kim Reasoner-Morin	Email addr	ess: kim@spo	okanehuma	anesociety.org Phone	509.46	7.5235		
Distribution:  Parks – Accounting  Parks – Sarah Deatrich  Requester: Nick Hamad  Grant Management Department/Name:			•	humanesociety.org kanecity.org				
Fiscal impact:   Expenditure	Revenu	ıe						
Amount:		Budget co	de:					
Vendor:	○ New ve	N/A ndor						
Supporting documents:	O New Ve							
Quotes/solicitation (RFP, RFQ, RFB)			N-9 (for nev	w contractors/consultants	/vendors			
Contractor is on the City's A&E Roster - C				for new contractors/cons				
UBI: Business license exp								

Resolution	#	

## CITY OF SPOKANE PARK BOARD

## **RESOLUTION**

A RESOLUTION REGARDING THE RIVERFRONT PARK DOG PARK LOCATION, PROJECT PRIORITY, AND ASSOCIATED FUNDING

WHEREAS, under the City Charter, the Spokane Park Board has exclusive jurisdiction and control over city park land and facilities located within and outside the City of Spokane, and

WHEREAS, the City sold \$64.3 million of bonds to support redevelopment of Riverfront Park in Spokane, Washington in 2015; and

WHEREAS in November 2017 the Park Board and Spokane Parks Foundation entered an agreement (OPR 2017-0872) to raise funds to help support the redevelopment of Riverfront Park, titled the 'Riverfront Park Capital Campaign'; and

WHEREAS in March 2018 the Park Board approved the 'project list' (OPR 2018-0242) for use by the Spokane Parks Foundation on the Riverfront Park Capital Campaign; and

WHEREAS, the approved project list outlined (5) 'Tier One' projects, which included an inclusive playground, interpretive signage, a south butterfly, the forestry shelter and adjacent dog park, and (2) picnic shelter renovations; and

WHEREAS, the 'forestry shelter and adjacent dog park' project is the only campaign project active being pursued as the inclusive playground and interpretive signage projects have been substantially completed, funds for the south butterfly have not been secured, and the (2) picnic shelters have been removed from this list; and

WHEREAS, in December of 2021 the Spokane Humane Society donated \$250,000 to the Spokane Parks Foundation for the construction of the Riverfront Dog Park; and

WHEREAS, shortly after the dog park donation, the Park Board at its sole expense and not utilizing donated funds retained a consultant to design a dog park at the forestry shelter location; and

WHEREAS, upon detailed design and analysis of the forestry shelter location, it was determined that due to the site's steep topography and the need to significantly repair the forestry shelter, a dog park beneath the forestry shelter is both geographically impractical and significantly more costly than nearby alternative locations within Riverfront Park; and

WHEREAS, upon learning the challenges & high costs associated with the forestry shelter dog park location, the Park Board at its sole expense and not utilizing donated funds

retained a consultant to study an alternative location immediately east of the initial location for suitability as a dog park; and

WHEREAS, this alternative site is directly adjacent the forestry shelter, is larger, flatter, significantly less expensive to develop as a dog park as it does not require building repairs; and

WHEREAS, the Park Board desires to improve the alternative site to become the new dog park, and desires the dog park site still allow for annual staging and launching of fireworks; and

WHEREAS, in order to expedite the completion of the dog park, the Park Board desires to allocate all additional funding required to implement the project on the alternative site by amending its Riverfront Park Capital Campaign contract with the Spokane Parks Foundation to remove the south butterfly from the list and allocate campaign unrestricted reserves to the dog park project; and

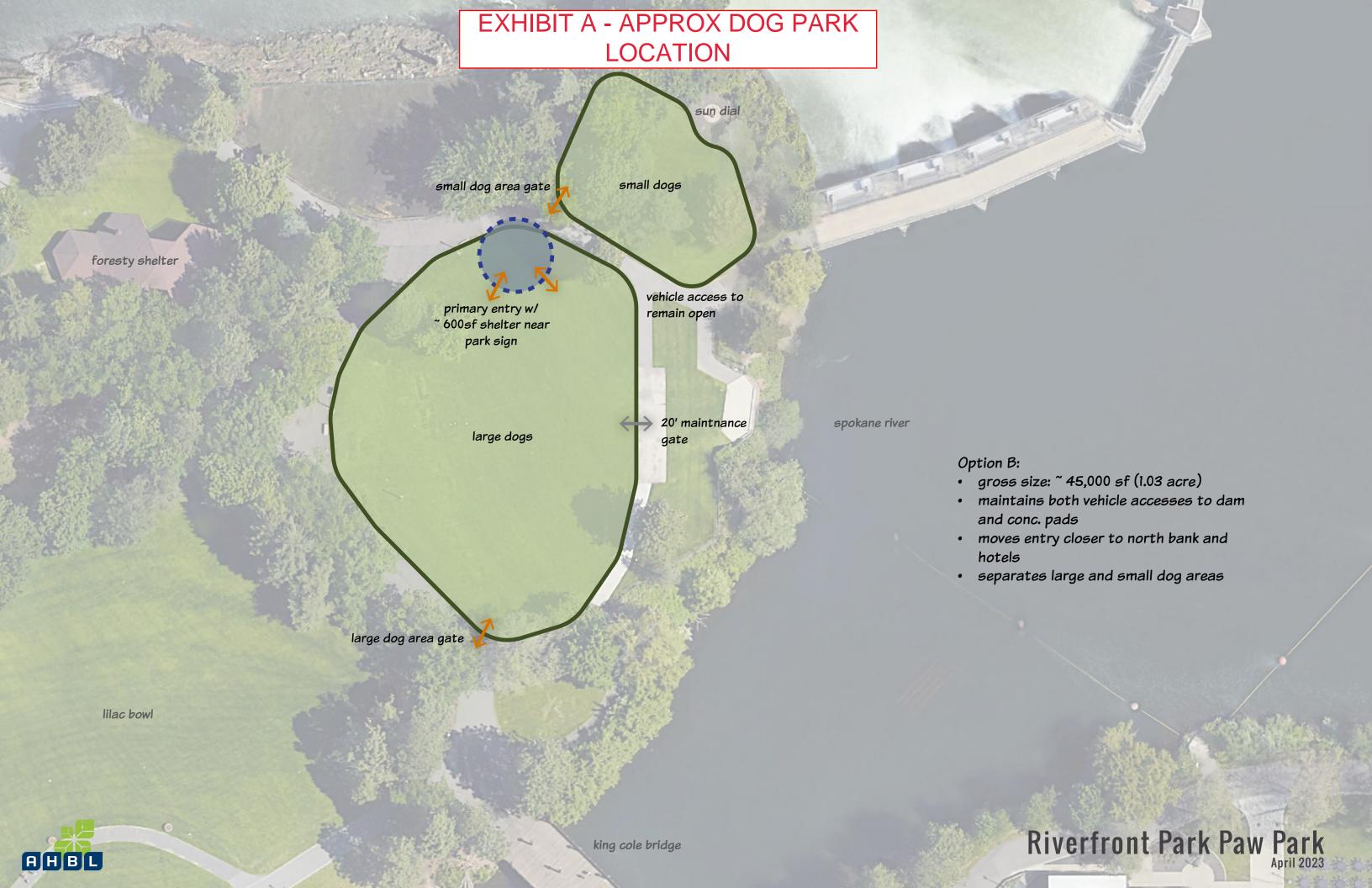
WHEREAS, the Park Board desires park staff and their agents complete the dog park design by Spring of 2024 and open the newly constructed facility to the public before the end of 2024; and

NOW, THEREFORE,

The City of Spokane Park Board hereby resolves:

- 1. To designate the Riverfront Park Dog Park (Paw Park) as the highest priority project of the Riverfront Park Capital Campaign.
- 2. The Riverfront Park Dog Park (Paw Park) shall be sited on the alternative site adjacent the forestry shelter as depicted in the attached exhibit.
- 3. The South Butterfly project shall be officially removed from the Riverfront Park Capital Campaign approved project list and any funds associated with this project shall be allocated to campaign unrestricted reserves.
- 4. Up to \$500,000 of Riverfront Park Capital Campaign funds shall be allocated to the Riverfront Park Dog Park (Paw Park) from campaign unrestricted reserves, creating a total project budget of up to \$750,000.
- 5. The Park Director or designee shall ensure the Riverfront Park Dog Park (Paw Park) is completed and open to the public in 2024.
- 6. The Park Director or designee shall amend the Riverfront Park Capital Campaign agreement with the Spokane Parks Foundation as required to reallocate unused funds from the South Butterfly project, the interpretive signage project after its final completion, and Riverfront Park Capital Campaign unrestricted reserves to the Riverfront Park Dog Park.

ADOPTED BY THE P	ARK BOARD ON
Attest:	Park Board President Approved as to form:
City Clerk	 Assistant City Attorney









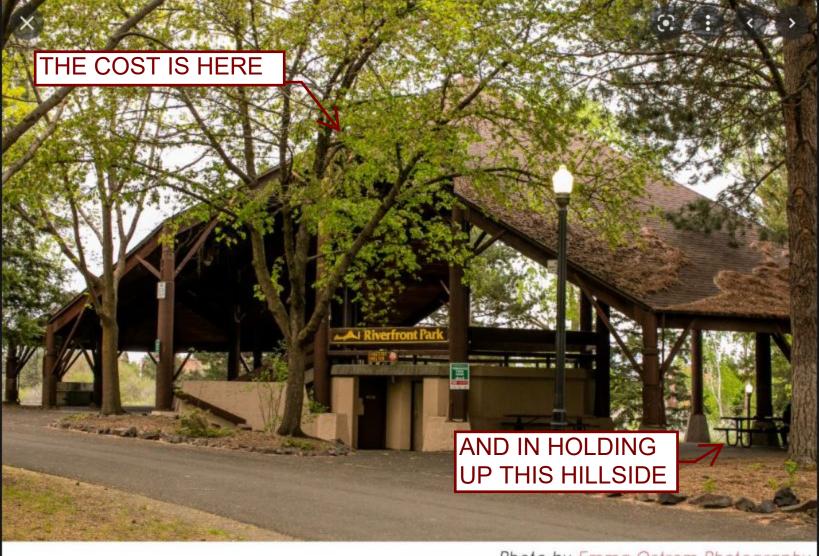
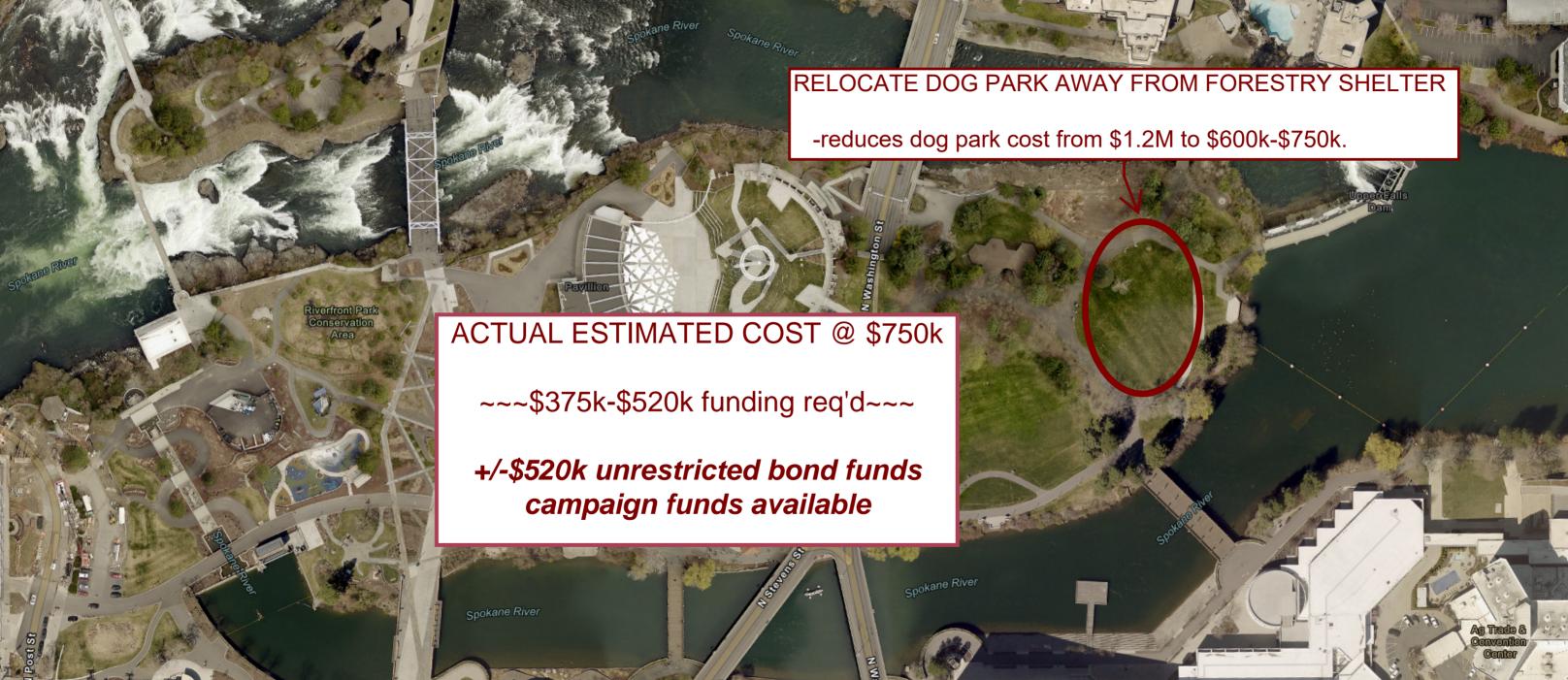


Photo by Emma Ostrom Photography

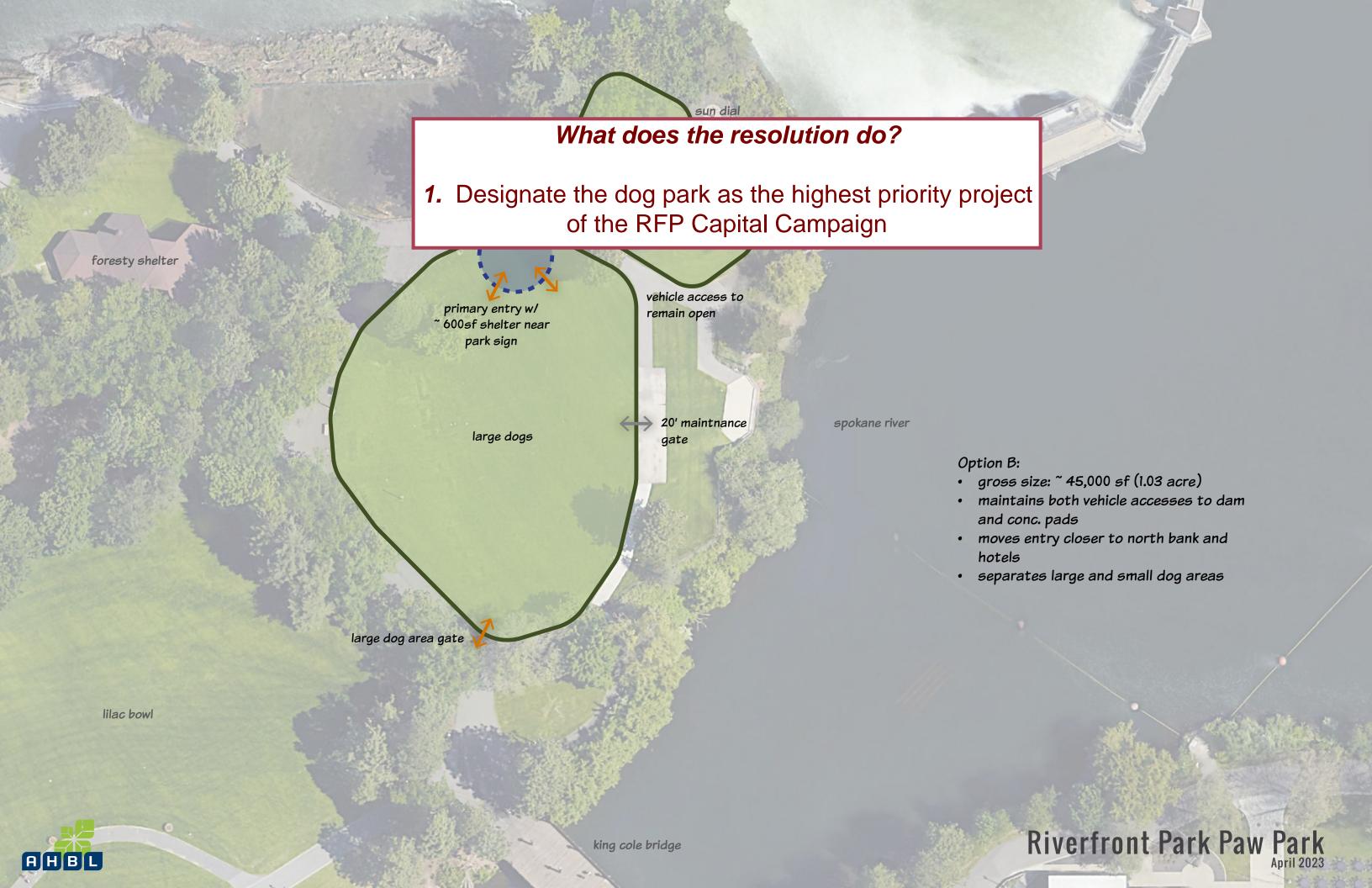


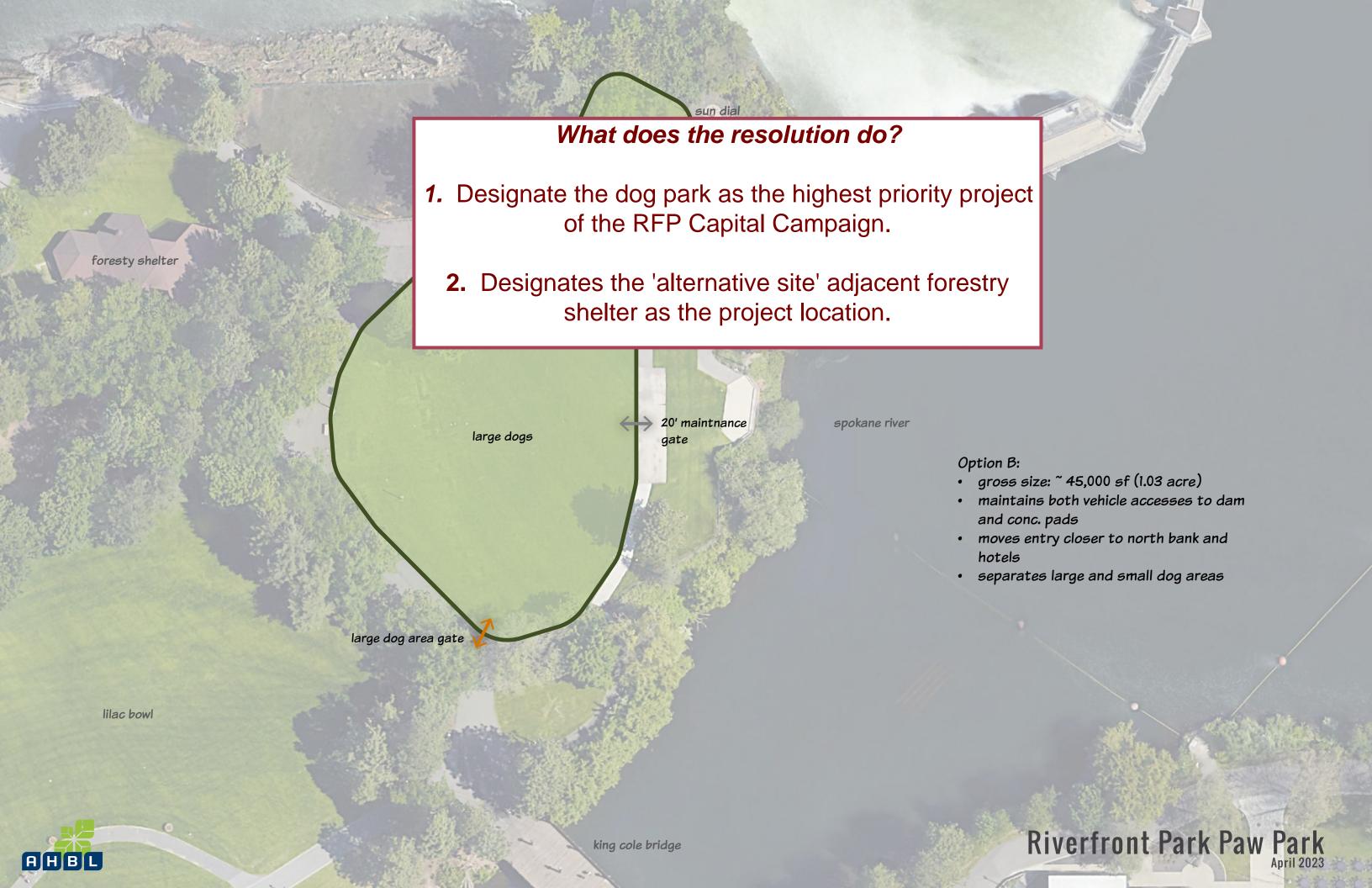












# What does the resolution do? 1. Designate the dog park as the highest priority project of the RFP Capital Campaign. 2. Designates the 'alternative site' adjacent forestry shelter as the project location. 3. Removes the south butterfly from the RFP capital campaign project list, reallocating any 'unrestricted reserves' toward dog park. gross size: ~ 45,000 sf (1.03 acre) maintains both vehicle accesses to dam and conc. pads · moves entry closer to north bank and • separates large and small dog areas large dog area gate lilac bowl Riverfront Park Paw Park king cole bridge

### What does the resolution do?

- 1. Designate the dog park as the highest priority project of the RFP Capital Campaign.
  - 2. Designates the 'alternative site' adjacent forestry shelter as the project location.
  - 3. Removes the south butterfly from the RFP capital campaign project list, reallocating any 'unrestricted funds' toward dog park.
  - **4.** Allocates up to \$500k RFP capital campaign 'unrestricted reserves' to dog park, ensuring a total project budget of up to \$750k.
  - 5. Directs park director & staff to ensure project is complete & open to public in 2024.

e: ~ 45,000 sf (1.03 acre)
both vehicle accesses to dam
pads
ry closer to north bank and

iarge and small dog areas

lilac bowl



### What does the resolution do?

- 1. Designate the dog park as the highest priority project of the RFP Capital Campaign.
  - 2. Designates the 'alternative site' adjacent forestry shelter as the project location.
  - 3. Removes the south butterfly from the RFP capital campaign project list, reallocating any 'unrestricted funds' toward dog park.
  - **4.** Allocates up to \$500k RFP capital campaign 'unrestricted reserves' to dog park, ensuring a total project budget of up to \$750k.
  - **5.** Directs park director & staff to ensure project is complete & open to public in 2024.
- **6.** Directs park director & staff to amend agreement with Spokane Parks Foundation as req'd to accomplish the above.

e: ~ 45,000 sf (1.03 acre)
both vehicle accesses to dam
pads
try closer to north bank and

large and small dog areas

# Spokane Park Board Briefing Paper



Committee	Golf		Comn	nittee meeting date:	Septemb	er 12,2023
Requester	Mark Poirier			Phone number:5	509.625.4	4653
Type of agenda item	Consent	Discussion		○ Information		<ul><li>Action</li></ul>
Type of contract/agreement	New Ren	ewal/ext. Ol	ease	OAmendment/chang	ge order	Other
City Clerks file (OPR or policy #)						
Master Plan Goal, Objective, Strategy	Goal K Obj. 5 (M	aint. & Care)	Mas	ter Plan Priority Tier:	Tier 1	
(Click <b>HERE</b> for link to the adopted plan)				71-175)		
Item title: (Use exact language noted on	2024 golf fee inc	reases				
the agenda)						
Begin/end dates	Begins: 01/01/20	124	Ends:		<b>√</b> 0	6/01/2525
Background/history:						
The golf fund is seeking to increase daily gree 2024.	ens fees by \$5 accro	ss all daily fee li	ne item	ns, excluding all junior rate	s, starting	January 1,
Also, to increase 2024 pass rates to: Players Spouse add on: \$900, Daily private cart licens				ass: \$2500 Senior: \$2400,	10-Play p	oass: \$450,
The primary drivers of these fee increases are 2023, ever increasing capital needs, increasing	e; to keep up with the og salaries and bene	e raising cost of fits, and added t	operati oudget	on, utilities and bank were for tree removals and build	underbud	dgeted in tenance.
Motion wording: Approve 2024 golf fee increases.						
Approve 2024 gon rec mercases.						
Annual dispature autile Parks	O Y	O No				
Approvals/signatures outside Parks:  If so, who/what department, agency or c	O Yes	<ul><li>No</li></ul>				
Name:	Email address:			Phone	•	
Distribution:	Ziliali adai cosi					
Parks – Accounting		jkconiey	@spoi	kanecity.org		
Parks – Sarah Deatrich						
Requester: Mark Poirier						
Grant Management Department/Name:						
Fiscal impact: C Expenditure	Revenue					
Amount:		Budget code:				
NA						
Vendor:	New vendo	r				
Supporting documents:	311 121,00					
Quotes/solicitation (RFP, RFQ, RFB)		W-9 (f	or new	contractors/consultants/	vendors/	
Contractor is on the City's A&E Roster - C				for new contractors/consu		

# September Park Board Action item: 2024 golf fee increases

# 2024 Proposed Golf Rates

### \$5 Increase to Rounds

Regular Golf Rates	2024 Proposed	2023
18 Holes Prebook Time (any day)	\$56	\$51
18 Holes Monday — Sunday	\$52	\$47
9 Holes Monday — Sunday*	\$36	\$31
9 or 18 Hole Jr. Rate	\$15	\$15
Sunset Rate	\$30	\$25
Daily Private Cart License	\$18	\$15
Annual Private Cart License	\$360	\$300

Players Pass & Rates	2024 Proposed	2023
Players Pass	\$70	\$60
18-Hole Monday — Sunday	\$42	\$37
9 Hole Monday — Sunday	\$33	\$28
Sr. 18 Hole Monday - Sunday	\$40	\$35

Loyalty Pass & Rates	2024 Proposed	2023
Loyalty Pass	\$350	\$300
Adult Round Monday – Sunday	\$33	\$28
Sr. Round Monday – Sunday	\$32	\$27

Unlimited Pass	2024 Proposed	2023
Junior Unlimited	\$250	\$250
Adult Unlimited	\$2,500	\$2,300
Senior Unlimited	\$2,400	\$2,200

Misc. Rates	2024 Proposed	2023
10 Play Pass	\$450	\$400
Spouse Add On	\$900	\$800

All Prices include Sales Admission Taxes & Facility
Improvement Fee

# Price Comparisons Across the Region

Regional Golf Courses	18-Hole Rack Rates 2023
Spokane County (3 courses)	\$44
Three Lakes GC - Malaga, WA	\$53
Canyon Lakes GC – Kennewick, WA	\$73
Coeur d'Alene Public GC	\$51
The Highlands GC – Post Falls, ID	\$48.50
Stoneridge GC – Blanchard, ID	\$65
*Circling Raven GC – Worley, ID	\$169

City Proposed 2024 Pass Rates				
Players Pass	Adult 18 Holes - \$42 Sr. 18 Holes - \$40			
Loyalty Pass	Adult 18 Holes - \$33 Sr. 18 Holes - \$32			
<b>Unlimited Pass</b>	\$0/round			
10 Play Pass	\$45/round			

\*Discount passes are purchased by over 60% of our customers

### Capital List

(Subject to change)

	Completed	/ to	be	comp	leted	in 20	23
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		Golf course	equipment	lease – P	ool #1	.\$80,000/year
--	--	-------------	-----------	-----------	--------	----------------

- Downriver roof replacement (retainage).......\$25,000
- Downriver beetle tree removal.....\$436,000
- Boiler replacement at Esmeralda.....\$out to bid

### Proposed for 2024 (\$5 fee increase)

<b>■</b> Go	olf course equ	ipment l	ease – l	Pool	#2	~\$80,000+/	year 5	years
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- ► Additional maintenance equipment purchases.....\$150,000+
- Bunker sand replacement/rebuilds Indian Canyon.....~\$100,000
- ► Potable water connection to Indian Canyon shop.....\$20,000
- ► Cart path repair/replacements.....\$200,000
- ► Parking lot renovation engineering/design.....\$30,000
- ► Misc. Contingency/emergency repair items.....\$50,000
- ► HVAC replacement Downriver....~\$100,000

## 2024 Proposed Budget

- Revenues include the proposed 2024 fee increases for both greens fees and passes.
- 2022 actuals and 2-year total round averages were used to establish baseline revenues.
- 11% increase in salaries and benefits
- Services & Charges
  - \$15,000 / course for tree work
  - \$15,000 / course for building maintenance
  - Utilities and bank fees underbudgeted in 2023
- Capital Needs
  - \$410,000 budgeted in 2023 (will exceed)
  - \$714,000 proposed in 2024

### **Golf Fund**

City of Spokane			Initial 2024	
(/N) <i>DADKC</i>		Adopted		Budget
& RECREATION	В	udget 2023	(	Excluding
Thomas				FIF/SIP)
Revenue				
Program Revenue	\$	4,300,901	\$	5,378,076
Pre-Sale Revenue				
Facility Improvement Fee	\$	-		
Other Transfers-In	\$	-		
Total Revenue	\$	4,300,901	\$	5,378,076
	$\vdash$		_	
Expenditures				
Salaries and Wages	\$	1,791,522	\$	1,817,483
Personnel Benefits	\$	323,037	\$	529,688
Supplies	\$	410,750	\$	531,900
Services and Charges	\$	1,053,068	\$	1,435,756
Interfund Payments	\$	297,677	\$	312,055
Subtotal Op. Expense	\$	3,876,054	\$	4,626,882
Capital Outlay	\$	410,000	\$	714,650
Transfers Out		-		
Total Expenditures	\$	4,286,054	\$	5,341,532
Net Gain/(Loss)	\$	14,847	\$	36,544

# Questions?