



City of Spokane Park Board Recreation Committee Meeting

Wednesday, May 5, 5:15-6 p.m.

WebEx virtual meeting

Call in: 408-418-9388

Access code#: 187 727 2433

Jennifer Papich – Recreation Director

Committee Members:

Sally Lodato – Chair
Greta Gilman
Nick Sumner
Bob Anderson

Other Board Members:

Notice is hereby given that, pursuant to Governor Jay Inslee's Fifteenth Updated Proclamation 20-28.15, dated January 19, 2021, all public meetings subject to the Open Public Meetings Act, Chapter 42.30 RCW, are to be held remotely and that the in-person attendance requirement in RCW 42.30.030 has been suspended until termination of the state of emergency pursuant to RCW 43.06.210, or until rescinded, whichever occurs first. Proclamations 20-28, et seq, were amended by the Washington State Legislature to recognize the extension of statutory waivers and suspensions therein until termination of the state of emergency pursuant to RCW 43.06.210 or until rescinded. While all public meetings must continue to be held remotely, an option for an additional in-person meeting component is permitted in Phase 2 regions consistent with the business meetings requirements contained in the Miscellaneous Venues guidance incorporated into Proclamation 20-25, et seq. At this time, the Park Board has decided to continue its meetings with remote access only and to not include an in-person attendance component. Temporarily and until further notice, the public's ability to attend Park Board and Park Board committee meetings is by remote access only. In-person attendance is not permitted at this time. The public is encouraged to tune in to the meeting as noted below.

The City of Spokane Park Board Recreation Committee meeting will be held virtually via WebEx teleconferencing at 5:15 p.m. Wednesday, May 5. The public will be able to listen to the meeting by calling 408-418-9388 and enter the access code 187 727 2433 when prompted. Written public comment may be submitted via email or mail. Comments must be received no later than 1 p.m. May 5 by email to: spokaneparks@spokanecity.org or mail to: Park Board Recreation Committee, 5th floor City Hall, 808 West Spokane Falls Blvd., Spokane, Washington 99201. Submitted public comments will be presented to committee members prior to the meeting.

AGENDA

Action Items:

1. [Outdoor Recreation - Kayak rental service on the Little Spokane River – Ryan Griffith](#)

Standing Report Items:

1. Recreation / Marketing Report ~ Jennifer Papich & Fianna Dickson

Agenda Subject to Change

AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION: The City of Spokane is committed to providing equal access to its facilities, programs and services for persons with disabilities. Headsets may be checked out (upon presentation of picture I.D.) through the meeting organizer. Individuals requesting reasonable accommodations or further information may call, write, or email Human Resources at 509.625.6363, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or erahrclerks@spokanecity.org. Persons who are deaf or hard of hearing may contact Human Resources through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

Spokane Park Board

Briefing Paper



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|---|---|---|---|
| Committee | Recreation Committee | | |
| Committee meeting date | May 5, 2021 | | |
| Requester | Ryan Griffith | Phone number: 363-5414 | |
| Type of agenda item | <input type="radio"/> Consent | <input type="radio"/> Discussion | <input type="radio"/> Information <input checked="" type="radio"/> Action |
| Type of contract/agreement | <input type="radio"/> New | <input type="radio"/> Renewal/extension | <input type="radio"/> Amendment/change order <input type="radio"/> Other |
| City Clerks file (OPR or policy #) | | | |
| Item title: (Use exact language noted on the agenda) | Outdoor Recreation - Kayak rental service on the Little Spokane River | | |
| Begin/end dates | Begins: | Ends: | <input checked="" type="checkbox"/> Open ended |
| Background/history: The Outdoor Program offers kayaking & canoe tours on the Little Spokane River as well as a shuttle service. The proposed kayak rental service would be in conjunction with the shuttle service. Kayak reservations would be available for citizens to reserve a kayak and have it ready for them at the take-out area and shuttled to the put-in by the Outdoor staff. This would be a self guided tour by the renter. The renters would receive pre-paddle information, map and a safety video to watch upon reservation. The rental service would provide a sit-on top kayak, safety whistle, PFD, paddle and shuttle service. Rental program will follow all local and state COVID guidelines for Outdoor Recreation Outfitters. Price per person for rental service \$49. Rental Service Revenue 0-\$11,760, Shuttle Revenue up to \$7000, Staff costs: \$5700. | | | |
| Motion wording: Move to approve the proposed Outdoor Recreation Kayak Rental Service program to begin in 2021. | | | |
| Approvals/signatures outside Parks: <input type="radio"/> Yes <input type="radio"/> No If so, who/what department, agency or company: Name: _____ Email address: _____ Phone: _____ | | | |
| Distribution: Parks – Accounting Parks – Pamela Clarke Requester: Ryan Griffith Grant Management Department/Name: _____ | | | |
| Fiscal impact: <input type="radio"/> Expenditure <input checked="" type="radio"/> Revenue Amount: _____ Budget code: _____ | | | |
| Vendor: <input type="radio"/> Existing vendor <input type="radio"/> New vendor | | | |
| Supporting documents: <input type="checkbox"/> Quotes/solicitation (RFP, RFQ, RFB) <input type="checkbox"/> W-9 (for new contractors/consultants/vendors) <input type="checkbox"/> Contractor is on the City's A&E Roster - City of Spokane <input type="checkbox"/> ACH Forms (for new contractors/consultants/vendors) <input type="checkbox"/> UBI: _____ Business license expiration date: _____ <input type="checkbox"/> Insurance Certificate (min. \$1 million in General Liability) | | | |