



**City of Spokane Park Board
Recreation Committee Meeting**

2:15 p.m. Wednesday, Nov. 06, 2024
Hybrid in-person and WebEx teleconference meeting
Jennifer Papich – Recreation Director

Committee members

X Sally Lodato – Chair
X Greta Gilman
X Jennifer Ogden

Parks staff

Jennifer Papich
Ryan Griffith
Josh Oakes
Sarah Deatrich
Kris Behr

SUMMARY

- The committee passed the following action items which will be presented to the Park Board for consideration and approval:
 - 2025 Recreation Centers contract for the combined amount of \$638,578 (no tax) – consent agenda item
 - Inter-local Agreement between the City of Spokane Valley and the City of Spokane Parks and Recreation Departments regarding joint offering of certain recreation program classes – consent agenda item
- Continued aquatics conversation for 2025 was held.

The next regularly scheduled Recreation Committee meeting is set for 2:15 p.m. Wed. Dec. 04, 2024.

MINUTES

The meeting was called to order at 2:30 p.m. by committee chair Sally Lodato.

Public Comments: None

Action items:

1. [2025 Recreation Centers Contract for the combined amount of \\$638,578 \(no tax\)](#) – Jennifer Papich
 - a. There are 10 Spokane Youth and Senior Center Association (SYSCA) centers which have been supported by Spokane Parks and Recreation Department (SPRD) for 35-50 years. Each center offers a variety of programs and services specific to their neighborhood and each has unique challenges and expenses. The SYSCA centers are Corbin Senior Center, Hillyard Senior Center, MLK Jr. Center, Mid-City Concerns, Northeast Youth Center, Project Joy, Sinco Senior Center, Southside Community Center, Southwest Community Center and West Central Community Center. In addition to funding from SPRD, each center has various funding sources, including grants.
 - b. Recently, the Activity Guide began using a one-page concise ad with all the center information. Among the benefits SPRD receives is free use of the buildings for programming, such as wellness classes, TRS dances, cooking classes, etc. SPRD's yearly contribution amount for each center remains the same as 2024. This will likely be reevaluated next year for the 2026 season. The approved 2025 Park Board budget has already accounted for these amounts.

Motion #1 Sally Lodato moved to recommend 2025 Recreation Centers Contract for the combined amount of \$638,578 (no tax)

Jennifer Ogden seconded. The motion passed unanimously (3-0 vote).

The committee agreed to present this recommendation as a consent agenda item on the November 14 Park Board meeting agenda.

2. [Inter-local Agreement between the City of Spokane Valley and the City of Spokane Parks and Recreation Departments regarding joint offering of certain recreation program classes](#) – Jennifer Papich

This is an interlocal agreement which has been in place for a few years and is simply being renewed for another 2 years. The purpose of this agreement is to share certain recreation programming classes and facilities primarily for Outdoor and Therapeutic Recreation. Outdoor Rec gained 11 registrations garnering \$320 in revenue. TRS's use of their facility gained 4 additional programs with 65 participants.

Motion #2 Sally Lodato moved to recommend Inter-local Agreement between the City of Spokane Valley and the City of Spokane Parks and Recreation Departments regarding joint offering of certain recreation program classes

Greta Gilman seconded. The motion passed unanimously (3-0 vote).

The committee agreed to present this recommendation as a consent agenda item on the November 14 Park Board meeting agenda.

Discussion Items:1. [Continued Aquatics Conversation for 2025](#) – Josh Oakes

- a. During the 2025 budget meetings, the goals were to decrease expenses and increase revenue. Aquatics increased their fees across the board, matching industry standards. Open Swim accounts for most Aquatics temp seasonal hours, which is the largest single expense. The goal is to reduce open swim hours, minimizing community impact while maximizing revenue opportunities.
- b. Aquatics has discussed shortening the Open Swim season by one week, as both staffing and attendance are reduced due to the new school season. Swim lessons and lap swimming would continue. It was mentioned that at least one pool remains open, especially if the temperatures are high. Originally, the thought of closing all the pools for one day would help decrease expenses, however, after further analysis, that closure would not make much impact on the expense side, but it would make a large community impact. Witter Pool has had the lowest attendance for at least 6 years. As the largest body of water, it also has the largest staff. The pool is designed to better accommodate programming rather than recreational open swimming. This discussion will continue at a future meeting.

Standing Reports: None**Adjournment:** The meeting was adjourned at 3:15 p.m.

The next regularly scheduled Recreation Committee meeting is set for 2:15 p.m. Wed. Dec. 04, 2024.

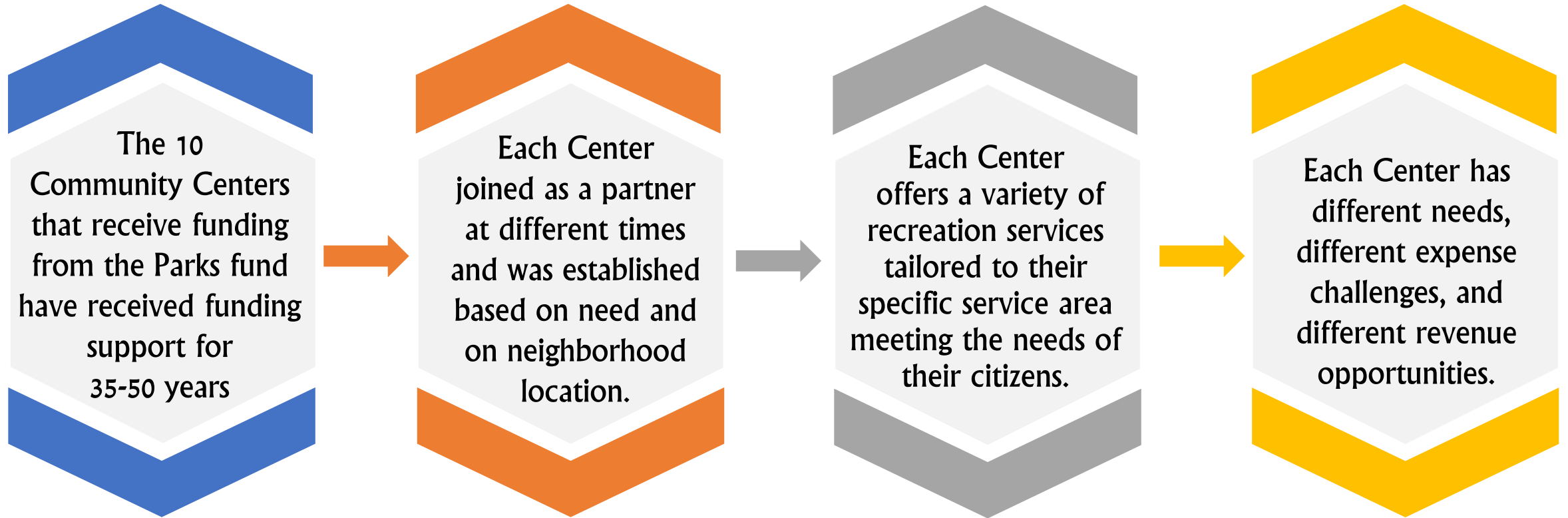
Spokane Park Board

Briefing Paper



Committee	Recreation			Committee meeting date: 11/6/2024												
Requester	Jennifer Papich			Phone number: 509-363-5420												
Type of agenda item	<input type="radio"/> Consent <input type="radio"/> Discussion <input type="radio"/> Information <input checked="" type="radio"/> Action															
Type of contract/agreement	<input checked="" type="radio"/> New <input type="radio"/> Renewal/ext. <input type="radio"/> Lease <input type="radio"/> Amendment/change order <input type="radio"/> Other															
City Clerks file (OPR or policy #)																
Master Plan Goal, Objective, Strategy (Click HERE for link to the adopted plan)	G Objective 2			Master Plan Priority Tier:		First Tier										
				(pg. 171-175)												
Item title: (Use exact language noted on the agenda)	2025 Recreation Centers Contract Renewal for the combined amount of \$638,578 ~ Jennifer Papich															
Begin/end dates	Begins: 01/01/2025		Ends: 12/31/2025		<input type="checkbox"/> 06/01/2525											
Background/history:																
Corbin Senior Center, MLK Jr. Center at ECCC, West Central CC, Project Joy, MidCity Concerns, Southside CC, Southwest Spokane CC, Northeast Youth Center, Sinto Senior Center and the Hillyard Senior Center provide recreational services and opportunities to the community in partnership with SPRD. Parks provides partial funding to these Centers to help pay for their recreational programming costs. The combine amount of \$638,578 is accounted for in the approved 2025 Recreation Budget. There has been no change to this amount from 2024. Centers are required to provide monthly recreation program reports and monthly related operational expenses when submitting their invoices. The Spokane Youth and Senior Center Association also presents a report quarterly to Park Board.																
<table border="0"> <tr> <td>\$31,350.....Corbin Senior Center.....601-138-602...exp 10/31/25</td> <td>\$30,970.....Project Joy.....601-594-598...exp 11/30/25</td> </tr> <tr> <td>\$80,000.....Hillyard Senior Center.....600-170-203...exp 2/28/25</td> <td>\$77,210.....Sinto Senior Center.....600-261-820...exp 6/30/25</td> </tr> <tr> <td>\$18,525.....Mid-City Concerns.....601-141-611...exp 11/30/25</td> <td>\$106,563...Southside Community Center.....601-298-234...exp 8/31/25</td> </tr> <tr> <td>\$41,800.....MLK Center.....601-237-277...exp 3/31/25</td> <td>\$39,947.....Southwest Community Center.....601-948-085...exp 4/30/25</td> </tr> <tr> <td>\$139,538...Northeast Youth Center.....602-205-146...exp 5/31/25</td> <td>\$72,675.....West Central Community Center.....600-409-809...exp 12/31/24</td> </tr> </table>							\$31,350.....Corbin Senior Center.....601-138-602...exp 10/31/25	\$30,970.....Project Joy.....601-594-598...exp 11/30/25	\$80,000.....Hillyard Senior Center.....600-170-203...exp 2/28/25	\$77,210.....Sinto Senior Center.....600-261-820...exp 6/30/25	\$18,525.....Mid-City Concerns.....601-141-611...exp 11/30/25	\$106,563...Southside Community Center.....601-298-234...exp 8/31/25	\$41,800.....MLK Center.....601-237-277...exp 3/31/25	\$39,947.....Southwest Community Center.....601-948-085...exp 4/30/25	\$139,538...Northeast Youth Center.....602-205-146...exp 5/31/25	\$72,675.....West Central Community Center.....600-409-809...exp 12/31/24
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Motion wording:																
Approval of the 2025 Recreation Centers Contract Renewal for the combined amount of \$638,578.																
Approvals/signatures outside Parks: <input checked="" type="radio"/> Yes <input type="radio"/> No																
If so, who/what department, agency or company: Signatures from each Center Executive Director																
Name:		Email address:			Phone:											
Distribution:																
Parks – Accounting																
Parks – Sarah Deatrach																
Requester: Jennifer Papich																
Grant Management Department/Name:																
Fiscal impact: <input checked="" type="radio"/> Expenditure <input type="radio"/> Revenue																
Amount:			Budget code:													
\$638,578.00			1400-54180-76902-54201													
Vendor: <input checked="" 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 MRSC Roster - City of Spokane			<input type="checkbox"/> ACH Forms (for new contractors/consultants/vendors)													
<input checked="" type="checkbox"/> UBI: see above Business license expiration date:			<input checked="" type="checkbox"/> Insurance Certificate (min. \$1 million in General Liability)													

Spokane Youth and Senior Center Association



Corbin Senior Center ~ Hillyard Senior Center ~ MLK Jr. Center ~ Mid City Concerns ~ Northeast Youth Center
Project Joy ~ Sinto Sr. Center ~ Southside Community Center ~ Southwest Community Center
West Central Community Center



Spokane Youth and Senior Center Association

Spokane Parks and Recreation affiliates itself with ten (10) non-profit community organizations benefitting older adults and young children. We greatly appreciate our relationship with these centers and their individual recreation programs.

The centers are non-profit organizations officially represented by the Spokane Youth and Senior Center Association (SYSCA).

SYSCA was formed in 2012 and its main focus is to work collectively to represent the thousands of citizens who partake in the programs and services SYSCA organizations provide.

CORBIN SENIOR ACTIVITY CENTER
 827 W Cleveland Ave.
www.corbinseniorcenter.org
 509-327-1584

PROJECT JOY
 3151 E 27th Ave
www.projectjoy.org
 509-535-0584

HILLYARD SENIOR CENTER
 4001 N Cook St.
www.hillyardseniorcenter.org
 509-482-0803

SINTO SENIOR CENTER
 1124 W Sinto Ave.
www.sintocenter.org
 509-327-2861

MARTIN LUTHER KING JR. CENTER
 500 S Stone Street
www.mlkspokane.org
 509-868-0856

SOUTHSIDE COMMUNITY & SENIOR CENTER
 3151 E 27th Ave.
www.spokanesouthside.org
 509-535-0803

MID-CITY CONCERNS SENIOR CENTER
 1222 W 2nd Ave.
www.mowspokane.org/senior-center
 509-862-6356

SOUTHWEST SPOKANE COMMUNITY CENTER
 310 S Spruce
 509-624-8634

NORTHEAST YOUTH CENTER
 3004 E Queen Ave
www.spokanenecy.com
 509-482-0708

WEST CENTRAL COMMUNITY CENTER
 1603 N Belt
www.westcentralcc.org
 509-326-9540

Several Wellness and Therapeutic Recreation Programs utilize Community center space for programming Longevity Fit for Healthy Aging, Barre classes. Karate for youth and adults, Zumbini, TRS Cooking Classes, TRS Friday Night Jam etc.



Recreation Center	Yearly Contributions
Corbin Sr. Center	\$31,350
Hillyard Sr. Center	\$80,000
Mid-City Concerns	\$18,525
Martin Luther King Center	\$41,800
Northeast Youth Center	\$139,538
Project Joy	\$30,970
Sinto Sr. Center	\$77,210
Southside Community Center	\$106,563
Southwest Community Center	\$39,947
West Central Community Center	\$72,675
TOTAL	\$638,578

The Centers provide meaningful and essential recreational services and opportunities to our community

~

SPRD is grateful for these partnerships and is fortunate to have the capacity to allocate funding to support their efforts.

Monthly, Centers provide a detailed recreation program & volunteer report and quarterly the Spokane Youth & Senior Center Association (S.Y.S.C.A) provides a complete report to Park Board.

SYSCA members frequently are guest speakers at monthly Recreation Committee Meetings.

2024 through October

- *134,247 people have participated in Recreation Center Activities at the centers.*
- *A total of 48,423 volunteer hours have been reported; equivalent to \$788,326.44 based on min. wage.*

Spokane Park Board

Briefing Paper



Committee	Recreation	Committee meeting date: 11/6/2024	
Requester	Jennifer Papich	Phone number: 509-363-5420	
Type of agenda item	<input type="radio"/> Consent <input type="radio"/> Discussion <input type="radio"/> Information <input checked="" type="radio"/> Action		
Type of contract/agreement	<input checked="" type="radio"/> New <input type="radio"/> Renewal/ext. <input type="radio"/> Lease <input type="radio"/> Amendment/change order <input type="radio"/> Other		
City Clerks file (OPR or policy #)			
Master Plan Goal, Objective, Strategy (Click HERE for link to the adopted plan)	Goal H: Obj. 2 (Partnerships)	Master Plan Priority Tier:	Tier 1 (pg. 171-175)
Item title: (Use exact language noted on the agenda)	Inter-local Agreement between the City of Spokane Valley and the City of Spokane Parks and Recreation Departments regarding joint offering of certain recreational program classes		
Begin/end dates	Begins: 01/01/2025	Ends: 12/31/2027	<input type="checkbox"/> 06/01/2525
Background/history:			
<p>This is a new Inter-local Agreement based on the successful partnership in 2024 between Spokane Valley and the City of Spokane in the offering of agreed upon Outdoor and Therapeutic Recreation programs. Each party will advertise for the programs through their own agencies, each party shall take registrations for the programs Spokane Valley will register an agreed upon number of participants for the agreed upon programs. Parties will communicate throughout the registration process for program coordination and logistics. Upon course completion Spokane Valley agrees to pay Spokane Parks 70% of class registration they took in revenue as full compensation for everything done under this Agreement. We have entered into similar agreement with Spokane Valley and other municipalities in the past with success. Benefits of this partnership with Spokane Valley include increase marketing and awareness of our Recreation programs, increased participation in previously lower attended programs, and utilization of Spokane Valley facilities to house potential TRS and Outdoor programs.</p>			
Motion wording:			
I move to approve the Inter-local Agreement between the City of Spokane Valley and the City of Spokane Parks and Recreation Departments regarding joint offering of certain recreational program classes			
Approvals/signatures outside Parks: <input checked="" type="radio"/> Yes <input type="radio"/> No			
If so, who/what department, agency or company: Spokane Valley Parks and Recreation			
Name: John Bottelli		Email address: jbottelli@spokanevalley.org	Phone: 509-720-5400
Distribution:			
Parks – Accounting		Megan Kapaun, Legal	
Parks – Sarah Deatrach			
Requester: Jennifer Papich			
Grant Management Department/Name:			
Fiscal impact: <input type="radio"/> Expenditure <input type="radio"/> Revenue			
Amount: budget neutral		Budget code:	
Vendor: <input checked="" 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 MRSC Roster - City of Spokane		<input type="checkbox"/> ACH Forms (for new contractors/consultants/vendors)	
<input checked="" type="checkbox"/> UBI: 602-251-431 Business license expiration date:		<input checked="" type="checkbox"/> Insurance Certificate (min. \$1 million in General Liability)	



Interlocal Agreement Between the City of Spokane Valley and the City of Spokane Parks and Recreation Departments Regarding Joint offering of certain recreational program classes.

Outdoor Recreation gained 11 additional registrations from Spokane Valley for Hiking, Snowshoeing, and Kayaking, generating \$320 in additional revenue.

Therapeutic Recreation hosted 4 programs at the Spokane Valley Centerplace Regional Event Center, with 65 participants. The staff were excellent, and the facility met their needs perfectly.

This Agreement would be for 2 years based on the success of the 2024 agreement



2025 AQUATICS

[Return to Minutes](#)

2025 BUDGET GOALS:

- Decrease Expenses & Increase Revenues
 - Aquatics increased fees for programming across the board to match industry standards.
 - Temporary seasonal staffing represents the largest single expense in Aquatics.
 - Open Swim accounts for most of the temporary seasonal hours.

Our Goal:

Reducing Open Swim to minimize community impact while maximizing revenue opportunities.

Our Process:

- ✓ We are shortening the Open Swim season by one week. Schools are starting earlier, which results in reduced staffing and historically lower attendance during this last week. We will continue to offer swim lessons and lap swimming.
- ✓ Initially we thought about shortening the weekly offerings of open swim at each pool from 6 to 5.
 - ✓ This would have a large community impact based on historical attendance and programming.
- ✓ Historically Witter has had the lowest open swim attendance by thousands for at least the last 6 years.
 - ✓ Witter is our largest body of water, 2 pools = most staffing for open swim
 - ✓ Witter's design is more for programming (a large rectangle) than the other 5 pools.
- ✓ For revenue generation, consecutive programming days are optimal for swim lesson, lap swim, or aqua fit opportunities.