


**AGENDA SHEET FOR PARK BOARD MEETING OF:** June 9, 2022

Submitting Division  
 Parks & Recreation

Contact Person  
 Nick Hamad

Phone No.  
 363-5452

Department:  Finance  Operations  Recreation/Golf  Riverfront Park

Committee:  Finance  Golf  Land  Recreation  Riverfront  UFTC

Type of contract:  New  Renewal  Amendment  Extension  Other

Beginning date: 06/09/2022 Expiration date: \_\_\_\_\_ Open ended

CLERKS' FILE	2022-0454
RENEWAL	_____
CROSS REF	_____
ENG	_____
BID	_____
REQUISITION	_____

**AGENDA WORDING:**

City of Spokane Parks and Natural Lands Master Plan Adoption (no cost)

**BACKGROUND:**

In fall 2019, Spokane Parks retained Design Workshop to update the city's parks and open spaces master plan. In Spring 2020, the project was put on hold due to Covid-19. In spring 2021, the project re-started and has been ongoing since that time. Since spring 2021, the master plan has been created using various technical analyses and assessment and including feedback from an extensive 2021 public outreach campaign which engaged over 5,300 residents through 26+ public engagement opportunities. The plan has evaluated the city parks systems and established four themes (land, water, people and legacy), 13 goals and recommended dozens of strategies to improve the City Parks system over the next 10+ years. The plan has also created a framework for prioritizing city park investment decisions and established high priority capital, operational, and policy action items for immediate and near term implementation.

**RECOMMENDATION:**

Motion to adopt The City of Spokane Parks and Recreation Parks and Natural Lands Master Plan

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

**SIGNATURES:**

*Nick Hamad*

Requester - Nick Hamad

*Garrett Jones*

Director of Parks & Recreation – Garrett Jones

*Megan Qureshi*

Parks Accounting – Megan Qureshi

*James Richman*

Legal Dept. – James Richman

**DISTRIBUTION:**

Parks: Accounting

Parks: Pamela Clarke

Budget Manager:

Requester: Nick Hamad

Fianna Dickson

Garrett Jones

alaybourn@designworkshop.com

PARK BOARD ACTION:

APPROVED BY SPOKANE PARK BOARD

*Jennifer Ogden*

Jennifer Ogden, president

June 9, 2022

<b><u>Fiscal Impact</u></b>	<b><u>Budget Account</u></b>
<b>Expenditure:</b>	
Budget neutral _____	_____
_____	_____
_____	_____
_____	_____
<b>Revenue:</b>	
_____	_____
_____	_____
_____	_____
_____	_____

Existing vendor

New vendor – If so, please include vendor packet

**Supporting documents:**

Quotes/Solicitation (RFP, RFQ, RFB)

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

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

ACH Forms (for new contractors/consultants/vendors)

Spokane Business registration expiration date: \_\_\_\_\_

Insurance Certificate (minimum \$1 million in General Liability)

UBI#: \_\_\_\_\_

# Spokane Park Board

## Briefing Paper



<b>Committee</b>	Land Committee		
<b>Committee meeting date</b>	June 1, 2022		
<b>Requester</b>	Nick Hamad	<b>Phone number:</b> 509-363-5452	
<b>Type of agenda item</b>	<input type="radio"/> Consent	<input type="radio"/> Discussion	<input type="radio"/> Information <input checked="" type="radio"/> Action
<b>Type of contract/agreement</b>	<input checked="" type="radio"/> New	<input type="radio"/> Renewal/extension	<input type="radio"/> Amendment/change order <input type="radio"/> Other
<b>City Clerks file</b> (OPR or policy #)			
<b>Item title:</b> (Use exact language noted on the agenda)	City of Spokane Parks and Natural Lands Master Plan Adoption (no cost)		
<b>Begin/end dates</b>	Begins: 06/09/2022	Ends:	<input checked="" type="checkbox"/> Open ended
<b>Background/history:</b>			
<p>In fall 2019, Spokane Parks retained Design Workshop to update the city's parks and open spaces master plan. In Spring 2020, the project was put on hold due to Covid-19. In spring 2021, the project re-started and has been ongoing since that time. Since spring 2021, the master plan has been created using various technical analyses and assessment and including feedback from an extensive 2021 public outreach campaign which engaged over 5,300 residents through 26+ public engagement opportunities.</p> <p>The plan has evaluated the city parks systems and established four themes (land, water, people and legacy), 13 goals and recommended dozens of strategies to improve the City Parks system over the next 10+ years.</p> <p>The plan has also created a framework for prioritizing city park investment decisions and established high priority capital, operational, and policy action items for immediate and near term implementation.</p>			
<b>Motion wording:</b>			
Motion to adopt The City of Spokane Parks and Recreation Parks and Natural Lands Master Plan			
<b>Approvals/signatures outside Parks:</b> <input type="radio"/> Yes <input checked="" type="radio"/> No			
If so, who/what department, agency or company:			
Name:	Email address:	Phone:	
<b>Distribution:</b>			
Parks – Accounting	Anna Laybourn		
Parks – Pamela Clarke	Garrett Jones		
Requester: Nick Hamad	Fianna Dickson		
Grant Management Department/Name:			
<b>Fiscal impact:</b> <input type="radio"/> Expenditure <input checked="" type="radio"/> Revenue			
Amount:	Budget code:		
N/A	N/A		
<b>Vendor:</b> <input checked="" type="radio"/> Existing vendor <input type="radio"/> New vendor			
<b>Supporting documents:</b>			
<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)	

CITY OF SPOKANE  
PARK BOARD RESOLUTION

A RESOLUTION Adopting the 2022 Parks and Natural Lands Master Plan

WHEREAS, the City of Spokane owns and operates 3,900+ acres of parks & natural lands within and outside of the City of Spokane; and

WHEREAS, the Park Board is empowered by the City Charter with exclusive jurisdiction and control to lay out, establish, procure, purchase, accept, and have the care, management control and improvement of, all parks and grounds used for park purposes, all boulevards and parkways, and connecting parks and structures thereon located both within and outside of the City of Spokane; and

WHEREAS, the City of Spokane has an extensive history in park system planning, commissioning the City's first park plan in 1913; and

WHEREAS, the City Park Board has regularly and strategically planned this system of parks and natural lands for the benefit of the public since that time; and

WHEREAS, the last adopted park master plan was completed in 2014 for the Riverfront Park Redevelopment; and

WHEREAS, to remain eligible for State and Federal grants, the Park Board is required to develop and/or update and adopt a long-range 'parks, recreation and open space plan' a minimum of every 6 calendar years; and

WHEREAS, with the substantial completion of the Riverfront Park Bond improvements, timing is suitable to conduct a new system-wide park master plan; and

WHEREAS, the Park Board desired the current master plan be based primarily on Spokane City residents park needs and desires through direct community outreach; and

WHEREAS, since the beginning of 2021, the public has provided substantial input and direction through the master planning process during over 26 individual opportunities, including a series of topical focus groups, pop-up events in parks, an open online survey, a statistically valid survey, virtual workshops, an open online mapping activity, direct outreach to under-represented group through ambassadors, and youth outreach through Spokane Public Schools; and

WHEREAS, in addition to public input, the master planning process for the system-wide parks and natural lands master plan also included extensive deliberations among Park Board members, a Project Advisory Committee, city park, engineering, and planning staff, and numerous technical and professional consultants culminating in a "2022 Parks and Natural Lands Master Plan"; and

WHEREAS, the resulting 2022 Parks and Natural Lands Master Plan, compiled by Park Department staff and project consultants, is the direct result of input and recommendations from Spokane City residents, the Project Advisory Committee, Park Board, and city staff; and

WHEREAS, city staff, project consultants, and project advisory committee substantially concluded planning work in May 2022; and

WHEREAS, to ensure the proposed plan recommendations remain sustainable and relevant, the Park Board recognizes that the 2022 Parks and Natural Lands Master Plan is a living document, and that ongoing changes additions and edits will be made to the plan using 'prioritization matrix' framework included in the plan; and

WHEREAS, as identified, needed changes or additions will require approval by the Park Board; and

WHEREAS, adoption of the 2022 Parks and Natural Lands Master Plan does not specifically identify policy, budget or other final decisions regarding capital improvements related to a public bond proposal, all such decisions being reserved to the Park Board under the Spokane City Charter; and

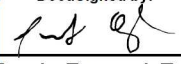
NOW, THEREFORE,

BE IT RESOLVED by the Park Board to adopt the 2022 Parks and Natural Lands Master Plan; and

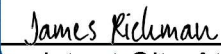
BE IT FURTHER RESOLVED that park staff shall monitor the plan for future potential updates and begin implementation of plan recommendations.

ADOPTED BY THE PARK BOARD ON June 9, 2022

Attest:

DocuSigned by:  DS  
Park Board President  
Approved as to form:

DocuSigned by:   
City Clerk

DocuSigned by:   
Assistant City Attorney





**Certificate Of Completion**

Envelope Id: 3E5085DF9621487C88ACD35F0B77CA59	Status: Completed
Subject: Please Sign: 2022-0454/Resolution Parks & Natural Lands Master Plan	
Source Envelope:	
Document Pages: 5	Signatures: 3
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Stamps: 1
Enveloped Stamping: Enabled	Envelope Originator:
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	Laura Price
	808 W. Spokane Falls Blvd.
	Spokane, WA 99201
	lprice@spokanecity.org
	IP Address: 155.190.3.6

**Record Tracking**

Status: Original 6/14/2022 10:58:57 AM	Holder: Laura Price lprice@spokanecity.org	Location: DocuSign
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**Signer Events**

Jennifer Ogden  
jmogden@spokanecity.org  
President  
Security Level: Email, Account Authentication (None)

**Signature**

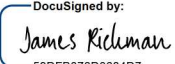
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James Richman  
jrichman@spokanecity.org  
Assistant City Attorney  
Security Level: Email, Account Authentication (None)

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Terri L. Pfister  
tpfister@spokanecity.org  
City Clerk  
City of Spokane  
Security Level: Email, Account Authentication (None)

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**Editor Delivery Events**

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Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	6/14/2022 11:01:00 AM
Certified Delivered	Security Checked	6/14/2022 5:02:44 PM
Signing Complete	Security Checked	6/14/2022 5:02:55 PM
Completed	Security Checked	6/14/2022 5:02:55 PM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

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**Required hardware and software**

Operating Systems:	Windows® 2000, Windows® XP, Windows Vista®; Mac OS® X
Browsers:	Final release versions of Internet Explorer® 6.0 or above (Windows only); Mozilla Firefox 2.0 or above (Windows and Mac); Safari™ 3.0 or above (Mac only)
PDF Reader:	Acrobat® or similar software may be required to view and print PDF files
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	Allow per session cookies

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