



Committee Members: Quigley, Jim - Chairperson ___
Cameron, Randy ___
Santorsola, Jim ___
Wright, Chris ___
Apple, Bob ___

Riverfront Park Committee of the Spokane Park Board

Monday, April 4, 2011 – 8:00am – 9:30am
City Council Briefing Center, Lower level - City Hall
808 W. Spokane Falls Boulevard
Spokane, Washington

Lead Staff: Craig Butz- Recreation/Entertainment Division Manager

AGENDA

Action Items:

1. Recommend Approval of MOU with Sister Cities Association - *Craig*

Discussion Items:

1. Riverfront Park Master Plan Process Update - *Craig*

Standing Report Items:

1. YMCA/ Demolition/Restoration Progress report (May, 2011) – *Craig*
2. Sister Cities Garden & Courtyard Project report (Action Item)– *Craig*
3. Riverfront Master Plan Process – (Discussion item) - *Craig*
4. Roadmap to the Future Action Items – (May, 2011) *Craig*
5. Monthly revenue/expense report – *Rebecca* (Not available this month)
6. Merkel Concessions Update – *Craig or Sam*
7. Hoopfest / Parking lot Update - *Debby*

Agenda Subject to Change

Please note: Agenda is 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. Individuals requesting reasonable accommodations or further information may call, write, or email Liane Carlson at (509) 625-6703; 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or lcarlson@spokanecity.org. Persons who are deaf or hard of hearing may contact Liane Carlson at (509) 625-6703 or through the Washington Relay Service at 7-1-1. Please contact us at least forty-eight (48) hours before the meeting date.

Draft Riverfront Park Master Planning Process

Riverfront Park Committee

January 31, 2011

Project Description: Create a Master Plan Amendment for Riverfront Park to be adopted by the Park Board (the final product will be an amendment to the Roadmap to the Future). The Master Plan Amendment will be a 10 year plan that will guide all policy, budget, and capital improvement decisions for Riverfront Park.

Project Assumptions:

1. The Master Plan area will include Riverfront Park as well as Park owned north bank properties.
2. All previous RFP Master Plans will be used as a base to create a specific Master Plan amendment to the Master Plan for Riverfront Park.
3. Key stakeholders include, but are not limited to Spokane Transit Authority (STA), Downtown Spokane Partnership (DSP), Convention and Visitors Bureau (CVB), Public Facilities District (PFD), Greater Spokane Incorporated (GSI), Hoopfest, Bloomsday, Spokane Tribe of Indians.
4. The Master Plan Amendment will be developed by SPRD staff with these roles:
 - Project Manager: Craig Butz
 - Design Team: Taylor Bressler, Garrett Jones, Steve Nittolo
 - Funding and Cost Estimates (Business Plan): Rebecca Madany, Debbie Dodson
 - Citizen Process & Communication: Leroy Eadie, Nancy Goodspeed
5. Consultants will be hired only if needed.
6. SPRD will not initiate major RFP projects while preparing the Master Plan unless the project is deemed essential or previous Park Board or Department commitments have been made.

Timeline (1 year process):

1. Staff will develop a Master Plan Process that describes each step from establishing a vision to adoption (spring 2011)
2. Staff will develop at least three conceptual park layout alternatives (summer 2011).
3. Staff will meet with Key Stakeholders to get input on process (late spring 2011).

4. Staff will present Process and Master Plan Alternatives to the Park Board for approval (summer 2011)
5. Begin the process of presenting the alternatives to the Key Stakeholders and the public for input, studying the alternatives in more detail and preparing associated costs and funding requirements (fall 2011).
6. Bring forward preferred alternative to the Riverfront Committee for their consideration and recommendation to the Park Board (winter 2011-12)

Memorandum of Understanding between Sister Cities Association and the City of Spokane Parks and Recreation Department

WHEREAS the Sister Cities Association of Spokane wishes to raise awareness of the City of Spokane's "global village" role with an interactive garden/courtyard in Riverfront Park featuring its sister cities, and

WHEREAS the City of Spokane Parks and Recreation Department wishes to make property available in Riverfront Park (former Japanese Garden site-north end of South Howard Street Bridge, see site plan) for use under mutually agreeable guidelines as an interactive garden/courtyard, and

WHEREAS, Sister Cities Association wishes to collaboratively plan and design a Sister Cities Garden and Courtyard to include:

- 1) Representative plantings native to Spokane's Sister Cities
- 2) Statuary and other features honoring relationships with respective Sister Cities
- 3) Fully-accessible pathways accommodating all park visitors.
- 4) Interpretive signs about Sister Cities and courtyard amenities such as park benches and

WHEREAS, Sister Cities Association will act as the fiscal agent for the Garden and Courtyard project, and

WHEREAS, the afore mentioned is a 501(C)3 non-profit organization recognized by the City of Spokane as able to receive and disperse funds,

Therefore, Sister City Association seeks the Spokane Parks and Recreation Department approval of land for the sole purpose of creating a Sister Cities Garden and Courtyard on the current site of the former Japanese Gardens in Riverfront Park as identified in the attached site plan.

Sister Cities Association will hire a landscape architect to prepare a workable model plan; proposed budget and timetable for construction.

The Sister Cities Association understands that the proposed Garden and Courtyard site is adjacent to a proposed “Howard Street Pedestrian Corridor”, an element of a new Riverfront Park Master Plan, and the straightening out of the Howard Street corridor may impact the final size of the proposed Garden & Courtyard.

The Sister Cities Association will develop and conduct fund-raising programs to pay for construction. Development of the Garden and Courtyard may occur in phases. Construction will not commence until 100% of the funds for each phase is raised.

The Sister Cities Association understands that, per Park Board policy, all new Park and Recreation facilities built must be accompanied with funding for on-going maintenance, and the Association will endeavor to create a maintenance fund for the site.

No structures will be built in the Garden and Courtyard unless they are identified on the site plan or approved by the Spokane Parks and Recreation Director.

The Garden and Courtyard will be built to Spokane Parks and Recreation Standards or as approved by the Spokane Parks and Recreation Director.

Sister Cities Association shall name a liaison each year. The liaison shall meet with the Park’s Operations Division Manager or his/her designee at least once per year to discuss the operation of the Garden and Courtyard.

The Sister Cities Association pledges to recruit volunteer manpower for periodic cleanup of the Gardens and Courtyard site as needed.

If the Garden and Courtyard area fails to meet a reasonable level of upkeep as determined by the Spokane Parks and Recreation Department, the department reserves the right, after one written notice to the liaison, to remove offensive elements from its property without further notice.

The Garden and Courtyard area will be returned to the pre-garden construction conditions or conditions mutually agreed-upon by the parties, at the expense of the fiscal agent within one year if the garden is closed for any reason. For whatever reason, if the Garden and Courtyard is not properly maintained; the Sister Cities Association will be responsible for returning the space to its original condition or a condition mutually agreed-upon by the parties.

The Sister Cities Association will be responsible for posting any rules (according to Spokane Parks and Recreation sign standards) at the Garden and Courtyard site at all times.

This agreement may be cancelled by either party with 30 days notice to the other party.

This agreement must have an attached site plan. The Parks Director from time to time may amend the site plan at his or her discretion in coordination with the liaison. The Sister Cities Association may also propose amendments to the site plan with the consent of the Parks Director, whose consent will not be withheld unreasonably.

The term of this agreement shall be three years with an option for a two year renewal.

Agreed to by the parties on this _____ day of _____, 2011

Spokane Park Department

Spokane Sister Cities Association

By: _____

By: _____

Leroy Eadie, Director,

Margo Buckles, President

DRAFT