



**Committee Members:** Cameron, Randy – Chairperson x  
Apple, Bob x  
Quigley, Jim x  
Santorsola, Jim x  
Traver, Susan x  
Alternate – Wright, Chris x

\*Also present: Park Board - Ross Kelley, Gary Lawton; Staff – Mike Aho, Craig Butz, Debby Dodson, Leroy Eadie, Nancy Goodspeed, Tony Madunich, Rebecca Madany, Cheryl Miller, Pam Schroeder; and Project Management - Harvey Morrison

**Finance Committee of the Spokane Park Board  
April 12, 2011, 3:30 p.m. – 5:00 p.m.  
City Hall Conference Room 5A  
808 W. Spokane Falls Blvd.  
Rebecca Madany – Finance/Budget Manager**

### **Summary**

- \_\_Held a Workers Compensation question and answer session.
- \_\_Approved an Emergency Budget Ordinance for the sports complexes.
- \_\_Approved a sole source resolution and a value blanket order with ETS Corporation for golf credit card processing services.
- \_\_Approved Change Order #1 with Westway Construction, Inc. for 2010 bank stabilization repair at Qualchan Golf Course.
- \_\_The 2010 Capital Financial Report, Cost Recovery Report for Recreation Programs and the Final Financial Statements were distributed and reviewed.
- \_\_2011 First Quarter Monthly Financial Report, Interfund and Utility Financial Reports, and Budget Transfers were distributed.

## MINUTES

The meeting was called to order at 3:30 p.m. by Randy Cameron, Chairperson.

### Discussion Item

#### 1. Workers Compensation Fees Question and Answer Session

The Analysis of Workers Compensation through 2010 report was again distributed. Pam Schroeder explained how the department fees are calculated and the compliance requirements the process must meet. It was agreed that the rates should be fair and equitable on a citywide basis.

**Motion No. 1:** Chris Wright moved to direct staff to explore challenging the workers compensation rate classifications for the Parks and Recreation Department.

Bob Apple seconded.

Motion passed.

### Action Items:

#### 1. Approve Emergency Budget Ordinance for Sports Complexes in the amount of \$117,075.

Parks and Recreation is taking over the operation of the Franklin and Southeast Sports Complexes and operating concessions at Merkel. This ordinance begins the process to add these operations to the 2011 budget. The presented figures are estimates - ongoing evaluations and revisions will be conducted so appropriate adjustments can be made.

**Motion No. 2:** Gary Lawton moved to approve.

Bob Apple seconded.

Motion passed.

#### 2. Approve a Resolution declaring ETS Corporation, Sterling, Virginia, as sole source for golf credit card processing services.

It was reported that the City Treasurer concerns regarding this item have been addressed. The resolution will be provided in Board member packets for the Park Board meeting.

**Motion No. 3:** Susan Traver moved to approve a resolution declaring ETS Corporation as sole source for golf credit card processing services; and follow on to approve a Value Blanket Order for golf credit card processing from ETS for services with annual expenditure of \$80,000 for the year 2011.

Bob Apple seconded.

Motion passed.

#### 3. Approve Value Blanket Order for golf credit card processing from ETS Corporation for services provided through the fiscal year 2011. Estimated annual expenditure is \$80,000. This item was combined with Action Item Number Two in Motion No. 3.

4. Approve Change Order #1 with Westway Construction, Inc., for the 2010 Bank Stabilization Repair at Qualchan Golf Course. Change Order #1 is in the amount of \$40,301.40 plus sales tax. The new contract amount is \$340,021.40 plus sales tax.

**Motion No. 4:** Bob Apple moved to approve.

Chris Wright seconded.

Motion passed.

### **Discussion Items:**

2. 2010 Capital Financial Report was distributed and reviewed by Rebecca Madany. Park Cumulative Reserve details will be provided at the next meeting.

3. 2010 Cost Recovery Report for Recreation Programs was distributed and reviewed by Rebecca Madany. Including the Community Centers in this report was discussed, but no change was requested at this time.

4. 2010 Final Financial Statements were distributed and reviewed by Rebecca Madany.

### **Standing Report Items:**

Due to time constraints, reports were distributed as noted. If attendees have any questions after reviewing the information they should contact Rebecca Madany.

1. Roadmap to the Future Master Plan Update was not presented.

2. 2011 First Quarter Monthly Financial Report was distributed and reviewed by Rebecca Madany.

3. 2011 First Quarter Interfund and Utility Financial Reports were distributed.

4. 2011 First Quarter Budget Transfers were distributed.

### **Other Comments and Around the Table:**

1. Gary Lawton complimented the clear printing in the new activity guide. Craig also complimented improvement of cross promotions and page layout.

2. Leroy Eadie commented regarding parking and Park Board Member parking passes.

3. Bob Apple commented on the upcoming visit of the Japanese General Consul with Park Department staff and the Nishinomiya Japanese Garden.

4. Jim Santorsola commented he is encouraged by the presented information.

Meeting adjourned at 5:20 p.m.

The next regularly scheduled meeting is May 10, 2011, at 3:30 p.m. in City Hall Conference Room 5A.