



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

*Also present: Park Board - Ross Kelley, Gary Lawton, Ken Van Voorhis;
Staff – Mike Aho, Craig Butz, Leroy Eadie, Nancy Goodspeed, Rebecca Madany,
Tony Madunich, Pamela McKinzie-Lewis, Cheryl Miller, Angel Spell;
and Project Management - Harvey Morrison

**Finance Committee of the Spokane Park Board
June 7, 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

- Approved Change Order #5 with Schimmels Construction Company for additional services provided at various City Parks.
- Contract Amendment in the amount of \$4,640.00 for design survey already rendered by Robert Droll for the YMCA site was approved.
- Following extensive discussion, the request to purchase a track loader was not approved. The Committee requested Staff to provide additional information at the July meeting.
- History regarding Fleet Replacement Funds was reviewed. Improvements in recording fleet information were discussed.
- The 2012 budget schedule is behind a month because necessary information provided by the Budget Office is not available until July.

MINUTES

The meeting was called to order at 3:35 p.m. by Randy Cameron, Chairperson.

Action Items:

1. Approve Change Order #5 with Schimmels Construction Company, Spokane, Washington, for the SPOKANE YOUTH BASEBALL FIELDS project to prepare site and utilities for BMX restroom; additional irrigation at Liberty Park; grading Albi borrow and disposal site; repair existing fence at Merkel; furnish and place barrier rock at various parks; and furnish infield material for maintenance stock. The amount of Change Order #5 is \$64,317.00, plus sales tax. The new contract amount is \$1,878,018.00 plus sales tax. The revised completion date is August 16, 2011.

Each change was reviewed. Confirmation was given that bond funds are covering the charges. The completion date was reestablished to August 16, 2011.

Motion No. 1: Jim Santorsola moved to approve.

Gary Lawton seconded.

Motion passed.

2. Approve Contract Amendment for the amount of \$33,208.00 with Robert W. Droll, Landscape Architect, Lacey, WA, for demolition and restoration plans for the YMCA site, Spokane, WA. This amendment expands the scope of work to include the area of the former Fire Dispatch building and the meadow in Riverfront Park. The amount of the original contract was \$43,480.00. The new contract amount is \$76,688.00.

Some commitments have already been made in efforts to keep the project on schedule. After extensive discussion it was determined the design survey services should go forward at this time and additional detail will be presented later. Board Members want the original scope of work from the original contract in December, 2010, to be provided to them before the June 9th Park Board Meeting.

Motion No. 2: Jim Quigley moved to approve \$4,640.00 for the Design Survey.

Gary Lawton seconded.

Motion passed.

3. Approve purchase of equipment: Kubota SVL75WC Compact Track Loader. Fleet Services is negotiating best price and vendor. Estimated cost not to exceed \$52,000.00, including tax. Requests for removal of large high-risk trees have been received and are pending. This equipment will allow Urban Forestry staff the ability to load and haul large logs and proceed with this work.

This equipment is included in the 2011 Capital Budget Plan. Urban Forestry has equipment to fell trees but not to remove them. The new equipment would also be used for planting projects, and for loading/unloading that is now being done with manual labor. The equipment is needed immediately for services currently pending.

Motion No. 3: Ken Van Voorhis moved to approve a Fleet Services piece of equipment not to exceed \$52,000.00 for the purpose of Urban Forestry to perform their services.

Susan Traver seconded.

Motion failed, with Ross Kelley, Gary Lawton and Ken Van Voorhis voting in favor; and Bob Apple, Jim Quigley, Jim Santorsola and Susan Traver opposing.

Motion No. 4: Susan Traver moved for Staff to provide information at the July meeting showing: costs to contract out for equipment and an operator; feasibility of using existing department equipment with operator; and costs for equipment purchase with buy-back option or lease program.

Ken Van Voorhis seconded.

Motion passed.

Discussion Items:

1. Fleet Replacement Plan – Written report was submitted and reviewed by Rebecca Madany. Update reports will be provided to the Committee as improvements are made in how fleet information is recorded.

Standing Report Items:

1. Roadmap to the Future Master Plan Update – A draft Resource Allocation Plan was submitted and reviewed by Rebecca Madany. She reported the 2012 budget schedule is behind a month because salary and benefit forecasts provided by the Budget Office will be available soon and it makes sense to wait for their Run #1. The allocation plan will be discussed and updated by staff. The Committee wants the plan to include an allocation of indirect costs. Format suggestions were also discussed. Meeting the cost recovery goals of the Roadmap's service portfolio will need to be realized in small steps.

2. Monthly Financial Report – Written report was submitted and reviewed by Rebecca Madany.

3. Interfund and Utility Financial Reports – Written reports were submitted by Rebecca Madany.

4. First Quarter Fund Balance Report – Written report submitted by Rebecca Madany.

Other Comments and Around the Table:

1. Randy asked if future Finance Committee meetings could start at 3:00 p.m. Staff will check into it.

Meeting adjourned at 5:55p.m.

The next regularly scheduled meeting is July 12, 2011, at 3:30 p.m. in City Hall Conference Room 5A.