

SPOKANE PARK BOARD

Regular Monthly Study Session - 3:14 P.M. – July 14, 2011 – City Conference Room 5A

Notes

1. Park Board Members Present: Ross Kelley, Ken VanVoorhis, Jim Santorsola, Jim Quigley, Martha Lou Wheatley Billeter, Susan Traver, Chris Wright, Councilman Bob Apple

Park Board Members Absent Excused: Gary Lawton, Randy Cameron

Staff Present: Leroy Eadie, Jacki Faught, Craig Butz, Debby Dodson, Nancy Goodspeed, Tony Madunich, Rebecca Madany, Mike Aho, Angel Spell, Taylor Bressler, Scott Niemeier

Others Present: Ray Thompson, Don Roise, Donna Johnson, Bonnie McDade, Florence Haidle, Christina R. Larsen, Curtis Connolly, Karen Holmes, Pam Lameida, Helen Dennis, Kris Miller, Patt Earley

2. **Budget:** Rebecca Madany provided a presentation outlining the budget process for 2012. Leroy Eadie noted that this is a preliminary discussion for the 2012 budget which has a financial projection of a \$1M shortfall.
 - A. The criteria for the budget document includes essentials such as: priorities and goals as set out by the Roadmap to the Future Master Plan and the City's budget guidelines; major issues such as the economic downturn, revenue and expenditure trends, Roadmap to the Future implementation, and budget assumptions; operating details pertaining to our resource allocation plan, performance objectives for divisions, and operating results and accomplishments; details of financial summaries that must use the City format, integrate our Capital Plan, integrate fees, and include forecast information; and organizational profiles relating to organization structure/staffing levels, Park Board governance, profile data, and the overall budget process.
 - B. The Parks and Recreation Department Mission statement was presented and discussed.
 - C. Our budget must follow the City guidelines of helping to get the economy moving, balancing revenue and expenditure growth, looking for savings large and small, and incorporating negotiated labor changes.
 - D. Park Board budget guidelines include balancing the budget without dipping into reserves; using one time revenues for one time expenses; increasing operating cost recovery; prioritize and allocate financial resources in accordance with Roadmap to the Future; leverage opportunities with partners; incorporate revenue enhancements; pursue alternative funding sources; address funding of Urban Forestry at a sustainable level as stated in Roadmap to the Future; and discontinue programs that do not meet cost recovery goals of the Roadmap to the Future.
 - E. Revenue trends 2002-2011 for all areas of the Department were presented and discussed. New revenue sources included Camp Skani rental; Merkel, Franklin, and South Sports Complexes; youth swim admissions and pass sales; special events; Riverfront Park parking lots; and Carrousel Grill and Manito Park Bench concessions. Revenue decreases over 50K included Northeast Youth Center and the Riverfront IMAX.
 - F. Expenditure trends 2002-2011 for all areas of the Department were presented and discussed. Expenditure increases over 10% above inflation include athletics; Riverfront Skyride operations and Debt Funding, general facilities and Carrousel; Park Operations

at Manito and Finch Arboretum; workers compensation insurance; MIS charges; capital outlay; and special events. New expenditure sources include: Merkel, Franklin and Southeast Sports Complexes; aquatic centers and splash pads; Riverfront parking lots, Rotary Fountain and expanded concession operation; Park Operations at Moore-Turner Heritage Gardens, and park, trail and conservation area additions; and the addition of Park Planning and Project Management division, and marketing website and advertising. Expenditure reductions include Kids Summer Park Program; east Pavilion Utilities and Ice Palace in Riverfront Park; and maintenance of parking lots and traffic islands.

- G. Resource allocations as related to the Roadmap to the Future pricing methodology pyramid and resource allocation plan were presented and discussed.
- H. Financial Projections Update was provided and discussed.
- I. Further budget considerations:
 - 1. Relating values, mission and vision to department and division priorities.
 - 2. Pricing methodology and fees.
 - 3. Organization structure/staffing levels
 - 4. Center funding
- J. The presentation outlined the funding history relating to the centers.
- K. Chris Wright briefly presented an outline of some proposed funding guidelines with regards to the Centers. He emphasized that these guidelines were a first draft of his ideas and thoughts alone and not something the Board had seen or discussed prior to this meeting.

3. **Adjournment:** 4:52 p.m.

Next Park Board Study Session: August 11, 2011, 3:00 p.m. or as soon as possible thereafter directly following the Regular Park Board meeting, City Hall Conference Room 5A