



Committee Members: Cameron, Randy - Chairperson x

Quigley, Jim x

Santorsola, Jim x

Traver, Susan x

Apple, Bob x

Alternate - Wright, Chris x

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

Finance Committee of the Spokane Park Board

May 10, 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

- Accepted Change Order #2 (actually Change Order #3) to Rob's Demolition Inc's contract for the former YMCA Building demolition to include additional asbestos work.
- Accepted Change Order #4 (with all deadlines modified to June 1, 2011) with Schimmels Construction Development Group for additional work at Liberty Park and the Merkel Sports Complex.
- Approved Emergency Budget Ordinance for DNR grant for Riverwalk Park in Peaceful Valley.
- Approved Emergency Budget Ordinance for FEMA additional project at Qualchan Golf Course.
- Adopted Budget Guidelines with modification of bullet points.
- Park Cumulative Reserve Fund Balance Report was distributed and discussed.
- Monthly Financial Report was distributed and reviewed.
- Interfund and Utility Financial Reports were distributed.

MINUTES

The meeting was called to order at 3:33 p.m. by Randy Cameron, Chairperson.

Action Items:

1. Approve Change Order #2 to Rob's Demolition, Inc's original contract for the demolition of the former YMCA Building to include additional asbestos work. The amount of Change Order #2 is \$21,769.21, plus sales tax. The new contract amount is \$616,619.21, plus sales tax.

Extra Work Authorization #1 to Rob's Demolition, submitted at the March meeting, should have been Change Order #2. Therefore, the change order presented for approval today is Change Order #3. Totals have been corrected to include both prior change orders and the completion date is revised to mid-June.

Motion No. 1: Chris Wright moved to accept.

Bob Apple seconded.

Motion passed.

2. Acceptance of Change Order #4 with Schimmels Construction Company for the SPOKANE YOUTH BASEBALL FIELDS project to provide grading and lawn between the field and pool and correct drainage at Liberty Park; Relocate the fence along the west property line at Merkel; and Install gates, provided by Parks, at Merkel.. The amount of Change Order #4 is \$53,995.00, plus sales tax. The new contract amount is \$1,813,701.00, plus tax.

Work on the fields this spring has been delayed by the weather. Discussion covered when Parks assumes responsibility of the fields as well as contract completion dates. All deadlines will be modified to June 1, 2011.

Motion No. 2: Chris Wright moved to approve Change Order #4 with the modification that the completion date is June 1, 2011, for all purposes under the contract.

Susan Traver seconded.

Motion passed.

3. Approve Emergency Budget Ordinance for DNR Grant in the amount of \$20,000.00.

This recognizes a grant we received from DNR for Riverwalk Park in Peaceful Valley. It is budget neutral and was approved by City Council on May 9, 2011.

Motion No. 3: Jim Santorsola moved to accept.

Ken Van Voorhis seconded.

Motion passed.

4. Approve Emergency Budget Ordinance for FEMA Additional Project in the amount of \$357,000.00.

FEMA has approved the amount, but not yet the scope of the work at Qualchan Golf Course. We are seeking to extend the original project. Repairs to preserve the course will be necessary regardless of receiving FEMA support. FEMA approval of the scope of the work will result in reimbursements to us. This item will be presented for City Council approval May 23rd.

Motion No. 4: Bob Apple moved to approve.

Chris Wright seconded.

Motion passed.

5. Adopt Budget Guidelines.

Draft Budget Guidelines were distributed for committee consideration and reviewed by Rebecca. Adopted guidelines give staff direction when completing budget requests. Discussed changes were: to change the second bullet item to 'Balance budget without dipping into reserves'; add bullet item to 'Discontinue programs that do not meet cost recovery goals of the Roadmap to the Future'; and to add bullet item to 'Address funding of Urban Forestry at a sustainable level as stated in the Roadmap to the Future'. Existence of flaws in the Roadmap to the Future and how to approach corrections were also discussed.

Motion No. 5: Chris Wright moved to add as a guideline a bullet that says discontinue programs that do not meet cost recovery goals of the Roadmap to the Future.

Jim Santorsola seconded.

Motion passed.

Motion No. 6: Chris Wright moved to accept the 2012 Budget Guidelines as modified.

Ken Van Voorhis seconded.

Motion passed.

Discussion Items:

1. Park Cumulative Reserve Fund Balance Report - Written report was submitted and reviewed by Rebecca Madany. Fleet Replacement and YMCA Purchase categories were specifically discussed. Rebecca intends to bring a Fleet Replacement plan to the next meeting.

Standing Report Items:

1. Roadmap to the Future Master Plan Update - Rebecca reported most of our goals are second quarter. There is a revised first quarter. Everything possible is being incorporated into the budget. Recreation has started their program reviews.

2. Monthly Financial Report - Written report was submitted and reviewed by Rebecca Madany. Currently revenue shortfalls are being met with expenditure savings. The rain has adversely impacted the Golf program.

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

4. First Quarter Fund Balance Report - Report will be submitted at the next meeting.

5. Urban Forestry will be incorporated into the monthly reports in the future.

Other Comments and Around the Table:

1. Ken reported that changing the venue of Urban Forestry Tree Committee / CAC meetings to Finch Arboretum is being explored.

2. Pamela clarified Rob's Demolition Change Order #2 to be Change Order #3.

Meeting adjourned at 5:35 p.m.

The next regularly scheduled meeting is June 7, 2011, at 3:30 p.m. in City Hall Conference Room 5A.