



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 – Andy Dunau, Ross Kelley, Gary Lawton, Ken Van Voorhis;

Staff – Mike Aho, Craig Butz, Deb Dodson, Leroy Eadie, Nancy Goodspeed,

Rebecca Madany, Tony Madunich, Pamela McKinzie-Lewis, Cheryl Miller, Angel Spell;

and Citizens – Rose Aeck, Kenneth Bareithen, Lilie Brucido, Fay Cadwallader, Luella Cantalini, Richard Casey, Curtis

Connolly, Linda Cuneo, Jerald Cutright, Mary Cutright, Halen Dennis, Darline Devine, Elmo Dinehart, Velma Dinehart,

Marie Donaldson, Mary Dunphy, Patt Earley, Donna Fox, Kathleen Govett, Marguerite Haverfield, Marian Herzer,

Peggy Hoy,

Cleta Kaesemeyer, Warren Lamson, Ray Long, Bonnie McDade, Hal McGlathery,

Jim McLaughlin, Peggy McLaughlin, Kaylin McMillen, Tootie Merto, Penelope Moore,

Julianne Quinn, Anna Marie Robbins, Brock Specieessaver, Mary Sullivan, Marlene Whitney, and Pat Wilmeth,

Finance Committee of the Spokane Park Board

September 6, 2011, 3:00 p.m. – 5:00 p.m.

City Hall Conference Room 5A

808 W. Spokane Falls Blvd.

Rebecca Madany – Finance/Budget Manager

Summary

- Approved Value Blanket increase with Pepsi Bottling Group for Riverfront Park and related concessions.
- Approved Emergency Budget Ordinance to increase inventory \$40,000 and labor \$20,000 for Riverfront Park Concessions.
- A Proposed 2012 Budget Report was submitted and reviewed. Concern was expressed

regarding expected negative impact of proposed 2012 Budget funding on seniors and youth.

- The Capital Project Report was submitted and reviewed.
- Ideas for the Use of One-Time Revenue from the General Fund were discussed.
- Additions to the Past Due Accounts Policy were presented and discussed.
- The Monthly Financial Report was submitted.

MINUTES

The meeting was called to order at 3:02 p.m. Randy Cameron, Committee Chairperson.

Action Items:

1. Approve \$50,000 (including tax) increase to Value Blanket 300295 with Pepsi Bottling Group for Riverfront Park and related concessions.

This is the first year utilizing a Value Blanket with Pepsi. Beverage sales for Riverfront Park, Manito Park Bench and Merkel were underestimated. The increase will be sufficient to cover purchases through the contract expiration date of April 14, 2012.

Motion #1: Jim Quigley moved to approve.

Susan Traver seconded.

Motion passed.

2. Approve Emergency Budget Ordinance to increase inventory \$40,000 and Labor \$20,000 for Riverfront Park Concessions.

Overall gross concession revenue is 10% up over 2010 through August, not including Pig Out. Preliminary indications show the 2011 Pig Out is the most successful in the last seven or eight years. An across-the-board cut for operating supplies was made to balance the 2011 Budget.

It is now necessary to make adjustments based on increased revenue.

Motion #2: Ken Van Voorhis moved to approve.

Jim Quigley seconded.

Motion passed.

Discussion Items:

1. 2012 Budget – Rebecca submitted and reviewed a preliminary budget. Further discussion of the budget along with any additional information requested, is planned for the budget workshop following the September 8th Park Board meeting. Since only one run has been received from the City Budget Office, changes are expected. The one-time revenue from the general fund is included in the Budget as a neutral item, recognizing it as received, and holding it in reserve for when a decision is made regarding its use. Interfund charges have risen, primarily due to centralized accounting reorganization. Parks has not yet been fully integrated into the new structure. A suggestion was made to have Gavin attend a future meeting to better explain centralized accounting and how it benefits the Parks Department. Significant revenue changes are not anticipated. Pricing adjustments and an increase in concessions and parking account for most of the Riverfront Park revenue changes. To be more realistic, adjustments to the Aquatics budget have been made. Expectations for Merkel will also be more realistic since we now have a year of operation to draw from. In the future the Merkel concession figures will be shown separately. North and South Senior programs, as proposed at the September 1st Recreation Committee, are shown. Operations and Horticulture have been combined. Urban Forestry has been added. Urban Forestry has been supported from their reserve funds, but those have been depleted resulting in increased funding from grants and the Park Fund. Proposed changes in personnel positions were discussed. A question was asked regarding the status of the Risk Management issue from prior meetings, and possible savings. The appeal regarding the rates has been submitted to Labor and Industries. Joe Albi Stadium is not supported from the Park Fund. The President of the South Side Senior Center Board of Directors stated that if the presented budget becomes reality, that center will close; Center employees will lose their jobs; and 1400 members and a large part of the public won't be served. (Current Centers serve members and non-members of all ages.) Statistics regarding the growing senior population were shared by Marian Herzer, citizen, as well as a request to be fair and use wisdom in budget decisions. Hal McGlathery, of the North East Youth Center, expressed disapproval of the North and South Senior programs as proposed at the Recreation Committee and asked if there was more detail available yet. He reiterated that the benefits provided to Parks by the seniors via the Centers are ignored. He further stated the belief that the proposed combined programs will not experience support from the seniors as the current centers have. Additional details are not yet available. A parent expressed that her daughter has special needs and the North East Youth Center has the only program she has found that benefits her. A citizen questioned the wisdom

of focusing on revenue generation in bad economic times. Another citizen expressed that the recent Urban Forestry equipment purchase is foolish and unbalanced, and funds would be better spent on other things. Staff advised that public testimony is not usually taken at committee meetings, but is allotted time at Park Board meetings. The Budget Workshop following the Park Board meeting on September 8th is open to the public. Park Board President expressed that public testimony will not be taken at the workshop until after the workshop concludes, and then only if there is time. The budget will be adopted at the October 13th Board meeting. Per the Parks Director, documents from today's meeting will be available at the Parks and Recreation front desk tomorrow.

2. Capital Project Report - The Capital Plan was submitted and reviewed. Type designations for Capital Improvement, Deferred Maintenance, Planned Replacement, New Fleet, and Other are included. The report shows: what's been funded, and spent to date; what the balance is; and some of the items chosen to be deferred until next year. Items are not shown in prioritized order. Attempts are made not to defer items that have previously been deferred. Items that would cause a high risk situation are not deferred. A request was made for items to be prioritized by Division in a future version of this report.

3. Use of One-Time Revenue from General Fund - A non-prioritized list of options for use of the one-time revenue was submitted and reviewed. Various additional suggestions were made. Several Board Members have previously expressed the opinion that the funds should be used for one-time expenditures. It was mentioned that spending the funds right away is not mandatory. They could be saved until a clear consensus is made for strategic spending options. Ideas will continue to be collected. The Parks Director will send a revised list to Board and Management Team members requesting their input. The result will be included as an Action Item at the October Finance Committee meeting. Conducting a special meeting devoted to this topic was suggested.

4. Past Due Accounts Policy - It has been suggested that the Allocation Deposit Payment Policies for Athletic Fields include the following:

"Field Use Fees shall be due by the 30th day of the month following the usage month. If the user group fails to pay by the payment due date, a late charge of 1 ½ % per month or portion thereof shall apply. A statement of charges will define when payment is due. Credits on account will be applied at this time. If the user group does not pay in full by the 45th day, a registered letter will be sent stating the account must be fully paid by 60 days or the user group will be prohibited from using the fields until fully paid."

Wording clarification is needed to establish that a total of 60 days is allowed for full payment.

It was further suggested that a receivables information report be provided to the Board. The Department has very few accounts in past due status.

Standing Report Items:

1. Roadmap to the Future Master Plan Update - The 2012 Budget presentation included this item.
2. Monthly Financial Report - A written report was submitted, but not reviewed.
3. Former YMCA Project Financial Report - Is tracking on schedule, including the potential savings presented at a prior committee meeting.

Contract Items from Other Committees:

1. Increase Value Blanket with Sysco Food Services - Was approved through Riverfront Park Committee. No additional discussion.
2. Increase Value Blanket with Oxarc for pool chemicals - Was approved through Recreation Committee. No additional discussion.
3. Amend Contract with Senske Lawn and Care - Was approved through Recreation Committee. No additional discussion.

Meeting adjourned at 5:29 p.m.

The next regularly scheduled meeting is October 11, 2011, at 3:00 p.m. in City Hall Conference Room 5A.