



Special Meeting of the Spokane Park Board Finance Committee

Tuesday, September 8, 2015, 3:00 p.m. – 5:00 p.m.

City Hall Conference Room 3B

808 W. Spokane Falls Blvd., Spokane, Washington
Sari Luciano – Parks Finance & Budget Director

Committee Members:

X Traver, Susan – Chairperson
Dunau, Andy (*abs-excused*)
X Kelley, Ross
X Van Voorhis, Ken
Pendergraft, Lauren (*abs-excused*)
X Sumner, Nick
X Allen, Mike – Council Liaison

Parks Staff:

Luciano, Sari
Eadie, Leroy
Vorderbrueggen, Al
Jones, Garret
Conley, Jason
Bailey, Jeff
Madunich, Tony
Spell, Angel

Guest(s):

Summary

- The 2016 Proposed Budget was discussed encompassing changes in integrated accounting, Affordable Care Act, additional positions, golf courses, future budget guidelines and the use of future revenue sourcing from the waste water contract with utilities.
- A brief update was given on the Riverfront Park Master Plan Finance.
- Sari Luciano reported on the August financials, stating that overall, the Park Fund is holding a favorable position.
- Updates were given on the Golf software with positive results. Waiting for the OK from IT for a release date on the software for programmatic capital project management. Concerns regarding Park Board Member e-mails are being addressed.
- Chris Wright briefed the Committee of the 8% General Fund Contribution to Parks.

The next regularly scheduled meeting is October 6, 2015, at 3:00 p.m. in **City Hall Conference Room 3B**

MINUTES

The meeting was called to order at 3:08 p.m. by Chairperson, Susan Traver.

Action Items:

1. None

Discussion Items:

1. 2016 Proposed Budget – Susan Traver quickly recapped what areas were going to be discussed and explained that the Committee cannot vote on the budget until we receive input from the citizens, bringing us to October, when the budget will be voted upon at the Park Board meeting. Leroy Eadie started the conversation by going over all the things that came through the committees initially as well as accommodating the ACA (Affordable Care Act) in the budget. Mr. Eadie stated that all funds together have always come in around 23 or 24 million dollars but this is the first year that we've broke the 20 million dollar barrier within the park fund alone. Mr. Eadie also explained that Integrated Accounting will be transferring the Parks & Recreation accounting personnel so that they will now be Parks employees. This action means an increase in the Parks budget since Integrated Accounting was subsidizing employee costs in 2015. Additional conversations revolved around the Marketing/Communication Manager and Accountant II positions that are planned in 2016. Sari Luciano continued reviewing the proposed 2016 budget. Dialog took place surrounding the various golf courses in regards to income and expenses; past, present, and proposed future. Ms. Traver spoke on the budget guidelines for next year, explaining that it's not done until May 2016 for 2017. Committee members reviewed and edited a proposed policy and procedure document addressing the additional \$400K Utilities money and in the document formalized how it will be spent. This new money is from Utilities regarding CSO Tank construction on Parks and Recreation land. The payment will start next year for 20 years, with a cost of living adjustment each year. This document will be an action item for next month's Finance Committee and the Park Board.

Standing Report Items:

1. RFP Master Plan Finance – Leroy Eadie and Juliet Sinisterra updated the Committee on the Riverfront Park Master Plan Finance. Questions were asked and answered satisfactorily.
2. August Financial Report – Sari Luciano reviewed the financial report with the Committee. Angel Spell commented that Urban Forestry is moving forward as expected with favorable net revenue as well as the other departments except Recreation and Riverfront Park which show unfavorable net revenue; mostly due to the weather and air quality. Overall, the Park fund is holding in a favorable position. Mr. Eadie stated his belief that we will be on budget by the end of the year.
3. Information Technology Project Plan Update – Jason Conley stated the Golf software continued to perform as expected. There were 1,309 reservations made in August using the on-line Tee Time application. As such, there will be no further updates moving forward. Kyle Twohig has been leading a software solution for programmatic capital project management with a release date pending. Concerns on the City of Spokane Park Board Member e-mails are being addressed. Mr. Conley informed the Committee that he will be attending the National Recreation and Parks conference trade show next month.
4. 8% General Fund Contribution to Parks – Revenue v. Expenditure – Chris Wright gave a brief update to the Committee.

Contract Items from Other Committees: These items were not discussed.

1. Urban Forestry - Purchase of Versalift Aerial Lift for \$84,123.07
2. Urban Forestry – Purchase of Freightliner M2-106 Truck Chassis for \$80,591.99
3. Land Committee – Purchase of playground structure from Allplay Systems for \$57,409.91

Meeting adjourned at 5:05 p.m.

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