

# SPOKANE PARK BOARD

Regular Monthly Meeting – 1:30 P.M. – March 8, 2012 – City Council Chambers

## Minutes

1. Roll Call: *Jacki Faught*

Park board Members Present: Randy Cameron, President; Jim Quigley, Vice President; Leroy Eadie, Secretary/Parks and Recreation Director; Jim Santorsola; Ross Kelley; Chris Wright; Susan Traver; Ken Van Voorhis; Andy Dunau; Mike Allen, Council Liaison

Park Board Members Absent Excused: Martha Lou Wheatley-Billeter; Sam Selinger

Staff Present: Jacki Faught; Al Vorderbrueggen; Angel Spell; Carl Strong; Mike Aho; Craig Butz; Jack Busch; Nancy Goodspeed; Rebecca Madany; Tony Madunich; Debby Dodson; Steve Nittolo; Taylor Bressler; Adriano Eva

2. **Motion No 1:** Ross Kelley motioned to approve the minutes of the February 9, 2012 Regular and Annual Park Board meetings.

Jim Quigley seconded.

Motion carried.

**Motion No. 2:** Ross Kelley motioned to approve the notes from the February 9, 2012 Park Board Study Session.

Jim Santorsola seconded.

Motion carried.

3. Additions or deletions to the agenda: None

4. **Monthly Highlights** – *Randy Cameron, President*

- A. Discounted season passes for Riverfront Park and Aquatics are still available. Season passes will be full price after May 28<sup>th</sup>.
- B. The Spring Activity Guide contains new courses and programs, it features a new section highlighting programs under \$20, and an online version can be found on the Parks and Recreation website.
- C. Regular annual maintenance is complete and the Carrousel is open on a limited basis. Regular hours for the Carrousel and Pavilion Amusement Rides begin March 31.
- D. The Nishinomiya Tsutakawa Japanese Garden in Manito Park is scheduled to open April 1<sup>st</sup>.
- E. Urban Forestry will soon release a Request for Proposals involving the long anticipated Spokane Street Tree Inventory that calls for a contract to be awarded in mid-May.
- F. Junior and adult golf lessons are now available online.
- G. Qualchan Golf Course driving range is now open with full course expected open by mid-week next week. Downriver Golf Course's driving range will open March 9, with the full course open March 10. Esmeralda plans on opening the full course on March 9. Tee times are available beginning March 8 after 2:00 p.m. Indian Canyon driving range is scheduled to open March 10 with full course opening scheduled for later this month.

5. **VISITORS**

- A. Curt Connolly, president SYSCA, gave an update for the Spokane Youth and Senior Centers Association. The Mayor's stakeholders process has been long, arduous and confusing. The different centers provide a wide variety of services to the senior citizens and kids at risk

and have all be thrown together to address funding issues. The progress is unclear and frustrating. The centers have been requested to provide recommendations to the process at the stakeholders group next week. The association has met and drafted recommendations for presentation. Chris Wright noted that he observed at the Task Force meetings that although it has been frustrating he believes there is some consensus on maybe a couple of things including that maybe the non-profit model is the best model for East Central Community Center. Mr. Connolly advised that he was unable to attend that meeting but was told by those in attendance that there was a strong delineation that this should happen.

- B. Eberhard Schmidt, Friends of Manito President, gave an update on the past three months. The Holiday Lights had record attendance. The first tropical plant sale of the year was held last week and well and was a good start to the season. Due to family issues Lee McLeron resigned from the Mirror Pond Renovation Fundraising Campaign. Mr. Schmidt and Steve Nittolo are carrying the ball on the campaign at this time. The campaign has raised \$128K. \$4,500 of those funds recently. Overall there has been \$13K in private donations. There is not yet enough money to build the vault so instead work will begin this summer on the shoreline improvements and donor recognition.

6. **Motion No. 3:** Andy Dunau motioned to approve claims for the month of February 2012 in the amount of \$692,892.98.  
Jim Quigley seconded.  
Motion carried.

7. Financial Report – None, the next financial report will be in April.

8. **SPECIAL DISCUSSION/ACTION ITEMS** – None

9. **FOUNDATION REPORT** – None

10. **COMMITTEE REPORTS** – Park Board Action Items

**FINANCE COMMITTEE** – March 6, 2012

- A. **Motion No. 4:** Andy Dunau motioned to approve to award Chemicals and Turf Fertilizers bid as presented.  
Ken Van Voorhis seconded.  
Motion carried.
- B. **Motion No. 5:** Andy Dunau motioned to award Aquatics Chemical Bid to OXARC.  
Susan Traver seconded.  
Motion carried.
- C. **Motion No 6:** Andy Dunau motioned to approve the Interfund loan to Golf Fund for up to \$150,000.  
Ross Kelley seconded.  
Speaking to the motion:  
Randy Cameron noted that it was brought to his attention that this has been done before and it not unusual for this to be done. It has not been done since 2005.  
It was advised that this item will require City Council approval should Park Board approve it.  
Leroy Eadie advised that the earliest this would be brought to Council is the 19<sup>th</sup> of March.  
Motion carried.

D. **Motion No. 7:** Andy Dunau motioned to adopt the 2012 Golf Fund Budget Revisions as presented.

Ross Kelley seconded.

Speaking to the motion: 29:58

Mike Allen expressed the same concerns he voiced at Committee. Very rarely do you see budget enhancements of \$300K with a reduction in the marketing budget. The cuts are counterintuitive to him however he will support the measure and is looking forward to seeing the plan laid out on how we are going to achieve that.

Ross Kelley stated that we have reduced the Golf Fund portion of the advertising but our pros have stepped up to fill the hole with at least the same amount as the Board has reduced. He agrees that it is not enough and need more. We are also now utilizing social media. He compliments staff in reducing expenditures to make this a sustainable budget. This is the last year of the Qualchan which will free up \$550K in future budgets giving us a little bit of breathing room. He is strongly in favor of this motion.

Ken Van Voorhis noted that he had voted against this in committee but now believes the long term outlook is good and golf is an important part of this community. He supports the motion.

Chris Wright Inquired about the reductions in the advertising budget, payroll and retiree reductions and the \$120K reduction in capital.

Leroy Eadie advised that the advertising budget for golf has been reduced from \$25K to \$17K. We have already made expenditures in golf advertising leaving the remaining balance zero. The golf professionals have advertising requirements in their contracts, we are leaning on them, and they are moving forward with advertising. The payroll reductions were all on the administrative side of the Golf fund. The Golf Manager has been moved out of the Golf fund and will no longer be working in Golf or paid out of the Golf fund. The other reductions are also out of the administration side. Leroy has tried to keep the maintenance budgets for the courses equal to what they had last year. Temp seasonal dollars have been preserved as well. The original capital amount was approximately \$170K. That amount has been reduced to approximately \$50K. For the most part we will forego capital improvements at the courses this year. He will only authorize use of this money if it looks like we are having a decent season.

Rebecca Madany advised that the retiree benefit was a payment in last year's budget we were required to pay due to Local 270 negotiations. The line item is a carryover that we don't have to pay.

Chris Wright noted that he is concerned and believes the \$300K increase in revenue is optimistic.

Ross Kelley The Board will receive monthly reports on the budget. The worst months are the first three months of the year and if they are bad we hopefully will be able to react appropriately.

Leroy Eadie noted that the \$300K greens fee increase has been already approved in the 2012 budget. The anticipated revenue increases for this item were based on previous tough years so we feel we can count on the increases.

Randy Cameron advised that Chris Wright's and Susan Travers questions and concerns were expressed and addressed at Committee. We will be tracking the income and comparing to year's past to give us a feel as to where we are at.

Randy Cameron called for a vote.

Motion carried.

E. New irrigation system at Manito Park bid opening was March 5, 2012. All bids were over budget, so award was not recommended. Resubmission will be via Land Committee.

- F. Department Director reported the parks uniform contract was awarded split between the two low bidders, Kimmel Athletics, and Wildrose Graphics.
- G. Updated Procurement and Minor Contract Policy drafts were provided for review. These will be action items at the April committee meeting.
- H. The 2013 Budget Calendar, Projections, and the 2012 Adopted Budget Guidelines were following the March Park Board meeting.
- I. 2011 4<sup>th</sup> Quarter Utility and Interfund Reports were provided and discussed.

**GOLF COMMITTEE** – February 15, 2012 – *Ross Kelley*

- A. Golf course opening schedules were reiterated.
- B. It was noted that the revised budget just passed was discussed by the committee.

**LAND COMMITTEE** – February 29, 2012 – *Jim Santorsola*

- A. The location, type of land, and history of Wyakin Park were reviewed. The possibility of adjacent property being added to the park was discussed. The Neighborhood is having a cleanup day for the area on April 14, 2012, from 2:00 p.m. – 10:00 p.m.
- B. Eight projects for consideration in 2012 were identified. A method to rank these projects will be presented by staff at the next meeting. Locations tour(s) for Park Board members will be arranged.

**RECREATION COMMITTEE** – March 1, 2012 – *Chris Wright*

- A. An introduction on the history of the Corbin Senior Activity Center was provided by Christa Richardson.
- B. Carl Strong provided a current (March 8, 2012) update on the Athletic Field Use Contracts. He displayed a graph showing where we are at with field allocations with respect to previous years and will continually update the document. We anticipate 8,547 hours to be rented at Merkel. Excluding peak times there are 38,782 hours available. We will maximize peak time use and then move to other times. There are currently no special rate for peak or off peak times. Peak time is generally 5:00 p.m. – 8:00 or 9:00 p.m. We could think about trying to market 3:00 – 5:00 p.m. off peak time at a special rate. We have not yet determined our market size. The existing pool has a finite number of players but as for the market outside of the existing pool we have no clear information yet.

Leroy Eadie commented that excess hours could be used for our own events, athletic programs, softball tournaments with a concert associated with it, or marketing to outside jurisdictions.

Mike Aho noted that incremental income is better than no income.

Ken Van Voorhis reminded that recovery time for the fields needs to be taken into consideration.

Carl Strong advised that recovery time is already worked into the schedules including the resting of grass fields in April and August dependent upon weather. Adriano has revised some of his league schedules to make use of some of the off peak hours.

- C. The committee discussed the possibility of the Outdoor Program partnering with Riverside State Park. If successful the Outdoor Program would relocate from Park Operations to Riverside State Park gaining lots of storage space for equipment and allowing for transportation cost savings.
- D. The committee had a brief discussion on promotional ideas.

**RIVERFRONT PARK COMMITTEE** – February 27, 2012 – *Susan Traver*

- A. The committee discussed the Rotary Fountain Building Project components ranging from

basic through complex. The most complex option.

Leroy Eadie reminded the Board that they had already set aside the \$387K one time money for this facility. They had authorized \$10K to be spent on design. We are quickly getting close in design costs. He asked the Board to authorize up to a total of \$30K in design costs. This item is set for Design Review Board on March 14<sup>th</sup>.

**Motion No. 8:** Susan Traver motioned to increase the amount up to a \$30K total for design of this project.

Jim Quigley seconded.

Speaking to the motion:

Jim Santorsola thinks we need to keep this project moving.

Ken Van Voorhis inquired if this included the design of construction documents.

Randy Cameron noted that in any construction project design is estimated at 8% of the total project cost and that we need to keep a close eye on these costs.

Susan Traver advised that the committee is hoping staff can get something to the Board next month at Riverfront Park Committee.

Motion carried.

- B. Public Facilities District representatives presented and overview of their next ten year plan. the PFD board desires that their projects and plans fully integrate with the Parks Master Plan.
- C. The next steps of the Hoopfest Project include entering into a memorandum of understanding, and including Park Board and Arts Commission members on Hoopfest's committee. Additional Hoopfest goals are to obtain site approval, begin artist selection, fundraising, and making a public announcement. Chris Wright noted that he met with Rick Steltenpole and they will need an MOU for their committee. Adam Boyd from the Arts Commission will attend Riverfront Park Committee meetings.
- D. The main goals and how the Preferred Alternative for the RFP Master Plan was developed were reviewed. Staff is ready to incorporate details to be presented at the next meeting.
- E. Staff is still working with the State and HUD in getting approvals for the construction of the Tribal Cultural Center. The Tribe is scheduling an update meeting with the Mayor and his staff.
- F. The Sister Cities Association is preparing a presentation due in April on the garden and courtyard. Land Expressions is the firm being utilized.
- G. The next Riverfront Park Committee meeting will be held in the Riverfront Park Upper Restaurant.

#### **URBAN FORESTRY TREE COMMITTEE** – February 28, 2012 – *Ken VanVoorhis*

- A. Five Heritage Tree Nominations were presented by staff for consideration by the committee. The committee will likely act on these items at the April meeting.
- B. The Street Tree List was discussed and final species recommendations were made by committee members. A final species recommendations were made by committee members. A final product is expected from staff by the end of April.
- C. The Conservation Land Stewardship Goals were discussed and approved by consensus for recommendation to the Land Committee.
- D. Analysis of the Urban Forestry Budget was initiated.
- E. The Citizen Advisory Committee Report was given.
- F. The Urban Forestry Staff Report was reviewed.
- G. Agenda items expected at the next meeting include: Heritage Tree Nominations action items; Status update of the Street Tree List; and 2013 budget analysis and discussion.

11. **REPORTS**

A. Park Board President – Randy Cameron thanked the Board for their attendance in the Committees as it allows for more participation and input.

B. Park Board Members –

1. Conservation Futures Liaison –  
Ken Van Voorhis reported that the purchases of the parcels Conservation Futures had been working on have been completed.
2. Parks Foundation Liaison – *Randy Cameron*  
Randy Cameron advised that Susan Traver will be taking over as the liaison for Parks Foundation.
3. Council Liaison – *Councilman Mike Allen*
4. Center Stakeholders Committee Liaisons – *Andy Dunau/Ross Kelley/Sam Selinger/Chris Wright*  
Andy Dunau advised that Curt Connolly and Chris Wright gave a nice synopsis earlier in the meeting. One of the benefits of the committee is that the Board members in attendance are getting a much clearer message on what the Park Board's responsibilities are vs the City's responsibilities to the Centers.

C. Director's Report – *Leroy Eadie*

1. The ribbon cutting ceremony for the Youth Baseball Fields is scheduled for April 14, 2012 at Underhill Park. It has been coordinated with a youth baseball event and will be nice to be able to have players on the field at that time.
2. A large thank you was given to Melissa Beck, Payroll Clerk, for her patience and dedication with the implementation with the City's new HRMS system. The changes have been a challenge for employees and Melissa has done an amazing job in a stressful time.
3. Leroy will be attending the Mayor's all day Division and Department Performance Measures Training this upcoming Friday. He will share results of this training with the Board.
4. Thanks was given to the Board and Committees for the efficient way they are now running their meetings and making the process easier for staff. The goal with the more efficient meetings is to no longer have the clerks attend the meetings enabling them make better use of their time.

12. **Correspondence** – None

13. **Public Comments**

Pat Earley stated that last year coming to the Board meetings she became very informed about what Parks and Recreation does with the resources they have and all the work that they do for the City and she is very grateful. The removal of the YMCA building was not without problems. She was looking at the site today while walking across the Post Street Bridge on her way to this meeting and noticing that the building is now gone and how beautiful the area is.

14. Adjourn to Executive Session – None

15. **Adjournment**: 3:19 p.m.

- A. Next Committee meeting dates:
  - 1. Golf Committee: March 14, 2012, 7:00 a.m., Manito Park Meeting Room.
  - 2. Riverfront Park Committee: April 2, 2012, 8:00 a.m., Riverfront Park Upper Restaurant
  - 3. Land Committee: April 4, 2012, 3:30 p.m., City Hall Conference Room 5A
  - 4. Recreation Committee: April 5, 2012, Mid City Senior Center, Main Rom, 1222 W. 2<sup>nd</sup>
  - 5. Finance Committee: April 10, 2012, 3:00 p.m., City Hall Conference Room 5A
  - 6. Urban Forestry Tree Committee: April 3, 2012, 2011, 4:15 p.m., Woodland Center, Finch Arboretum
- B. Next Regular Park Board meeting date: April 12, 2012, 1:30 p.m., City Council Chambers
- C. Next Park Board Study Session: April 12, 2012, 3:00 p.m. or as soon as possible thereafter directly following the Regular Park Board meeting, City Hall Conference Room 5A