1. **Roll Call:** Rachel Brown

   Park Board Members Present: Randy Cameron, President; Sam Selinger, Vice President; Leroy Eadie; Jim Santorsola; Ross Kelley; Chris Wright; Susan Traver; Ken Van Voorhis; Preston Potratz; Kristine Meyer; Councilman Mike Allen

   Park Board Members Absent Excused: Andy Dunau

   Staff Present: Angel Spell, Nancy Goodspeed, Rebecca Madany, Carl Strong, Garrett Jones, Tony Madunich, Al Vorderbrueggen, Sam Song, Pat Dalton

2. **Motion No. 1:** Susan Traver motioned to approve the November 14, 2013 Regular Park Board Meeting Minutes and Study Session.
   Preston Potratz seconded.
   Motion carried.

3. **Additions or Deletions to the Agenda:** None.

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

   A. Parks and Recreation is “Selling Summer in Winter” with a variety of passes and holiday promotions.
   B. 2014 Aquatics Youth Passes are now on sale for just $40.
   C. Youth Summer Day Camps featuring 2013 rates are now available.
   D. Riverfront Park celebrates the 40th anniversary of Expo ‘74 with $40 Summer Passes.
   E. New this year – the North Pole Express at Riverfront Park. Pre-registration required.
   F. Our Holiday Special includes ice skate admission and rental, SkyRide, Carousel and mini-golf for $12.
   G. A Free Holiday Film Festival will take place at Riverfront Park December 21 through 29.
   H. Consider the gift of a tree. For $350 Team Lorax will plant a tree in a city park.
   I. Public ice skate continues Tuesday through Sunday 11am to 5pm.
   J. 4-Play Golf Passes offer one round of play at each of the four city golf courses for $99.
   K. The annual Holiday Lights display at Manito opens December 13.
   L. Open Houses at Manito will be held December 14 and 15, 4:30 – 7:30pm.
   M. Friends of Manito calendars are on sale now for just $15.

5. **Special Guests:**
   Bonnie McDade, SYSCA shared a video of the Open House that took place at each of the centers. She advised that moving forward they are working on more sharing of ideas between the centers and how to attract the boomer population. She also extended an invitation to our newest board members, Kristine Meyer and Preston Potratz to visit the centers.

   Kate Green, Executive Director, Northeast Youth Center brought in several children who presented their ideas for updates to Riverfront Park and provided information on Miracles playgrounds that provides matching funds.
6. **Motion No. 2:** Ross Kelley motioned to approve claims for the month of November 2013 in the amount of $1,250,008.87.
   Dr. Sam Sellinger seconded.
   Motion carried.

7. **Financial Report & Budget Update:** Rebecca Madany presented the November Financials. The Park Fund Revenue to date is at 89%; the Park Fund Expenditures to date is at 95%. At this point, we are about a million dollars over projected net budget and that is a good place to be in moving into December as we will mostly have expenditures. We expect to finish the year within budget. The Golf Fund revenue to date is 99%; the Golf Fund Expenditures to date is at 97%.

8. **Foundation Report:** Heather Beebe-Stevens reported that fundraising for the Expo '74 Forty Year Celebration has already reached $33,500 with donors including Avista and Numerica. The INB Performing Arts Center has pledged an in-kind donation of space use and an official delegation will be attending from Japan.

9. **Special Discussion/Action Items:**
   A. None.

10. **Committee Reports - Action Items:**
    **Golf Committee:** November 20, 2013, Ross Kelley
    A. There was a Holiday Sales and Promotions discussion.
    
    **Motion No. 3:** Ross Kelley moved to approve the Contract Extension/Amendments for Gary Lindeblad for Professional Golf Services. 
    Preston Potratz seconded the motion. 
    Motion carried.
    
    **Motion No. 4:** Ross Kelley moved to approve the Contract Extension/Amendments for Mark Gardner for Professional Golf Services. 
    Preston Potratz seconded the motion. 
    Motion carried.
    
    B. There was a discussion on the Visit Spokane Marketing. 
    C. There was an update on the Point of Sale Software. 
    D. There was an update on the Pterra Communications for the Creek at Qualchan. 
    E. There was a financial update. 
    F. There was an update on the course conditions.

    **Land Committee:** December 4, 2013 - Ken Van Voorhis
    
    **Motion No. 5:** Ken Van Voorhis moved to approve the Lease Renewal with SpokAnimal for High Bridge Dog Park. 
    Dr. Sam Sellinger seconded. 
    Motion carried.
    
    A. There was a discussion regarding the South Regal Land Swap Letter of Intent. 
    B. Ben Burr Trail – Broader public input has been sought, with one Neighborhood meeting remaining to be held. Thus far, adjacent property owners oppose the project, but the larger
users group favors it by a significant majority.

C. Conservation Futures Land Acquisitions – Maps of the subject areas were provided. Staff has learned immediate Park Board decisions are unnecessary as these properties are not currently being considered. Location of the Beacon Hill properties was identified, and the result of the staff acquisition evaluation was reviewed. Evaluation of the Tuscan Ridge property was advised, for anticipated review at the January Committee meeting.

D. Kendall Yards/Centennial Trail/Veterans Court – The trail and overlooks are in, and construction has halted for the season. Efforts continue for remaining amenities, signage, and required landscaping. The Veterans’ Court landscape plan should go out to bid in early 2014. Staff will research requirements included in the agreement for use in evaluating release of any of the held back funds.

E. Glover Field is not currently the preferred CSO tank location.

F. Capital Projects – A written report was provided and reviewed.

G. Operations Division Financial Report – A written report was provided and reviewed.

H. Chris Wright advised the Board that funds have been released for Greenstone and Leroy Eadie advised that the two criteria according to the Purchase and Sale agreement needed to release funds had been met.

Recreation Committee: December 5, 2013 – Susan Traver

A. Susan provided background on the UTF Skate Park resolution. She had drafted an Initial Action Plan that was published in June. After receiving feedback from various agencies, a Closing Report was drafted to close the action items out from the Initial Action Plan. Portions of the resolution were read.

Motion No. 6: Susan Traver moved to approve the UTF Skate Park resolution.
Mike Allen seconded.

Speaking to the motion:
Ken Van Voorhis suggested an amendment to include a timeframe.
Leroy Eadie advised that he was tying it to the Master Plan process of Riverfront Park but is not opposed to including a timeline.
Susan Traver advised that she is willing to accept a friendly amendment if one is proposed.
Ken Van Voorhis suggested a two year timeline.
Randy Cameron suggested tying the deadline to the end of the DOT lease as a no later than.
Ken Van Voorhis revised his amendment to be no later than the end of the DOT lease, exact date to be researched.
Ross Kelley advised that he and the Park Board do not oppose a wheels/skate park. Please note that they support that form of recreation, but that where this particular park is located just does not work.
Chris Wright suggested a friendly amendment to move the last sentence of the resolution to the whereas portion and to remove the last three words.
Susan Traver accepted the amendments.
Jim Santorsola expressed gratitude for the action being taken.
Susan Traver advised that representatives of the user groups were unable to attend but had been communicated with. She requested that an email received be read for the record.
Randy Cameron read an email received from Colin Thompson as a representative of users of UTF Skate Park which said in part: Thanks for going out of your way to get in touch with us about the UTF discussions the Park Board has made recently. It is unfortunate that we have not been able to attend the recent meetings due to work and travel conflicts. I am thrilled to know that there is so much support for a new skate park in Spokane's downtown core. I appreciate the Park Board's ongoing support of this sport and the efforts to keep pushing
Spokane forward in its ability to retain risk takers who will someday grow into the next generation of entrepreneurs and leaders in our city. I hope that the closing of UTF is delayed as long as possible. We’re all aware that UTF isn’t perfect but is still important. It gives kids an affordable year round place to do their sport and stay active. Please express our gratitude to the Park Board in their support of a downtown skate park. He also discussed issues of non-profit status and fundraising and that he would keep the Park Board apprised of those efforts.

Susan Traver thanked Randy for reading the email as it was important to note that the user groups were involved in the discussion.

Motion carried as amended.

B. The Regional Sports Report and Field House Update was deferred.
C. There was an update on the Peaceful Valley move.
D. There was a Dwight Merkel Concessions Revenue Recap.
E. There was a Strategic Plan Update.
F. The Recreation Financial Report was distributed and discussed.
G. There was an update on the Athletic Facility Allocations.
H. There was no report on the Recreation Program Status.

**Riverfront Park Committee**: December 9, 2013 – Chris Wright

A. November, 2013, Riverfront Park Operations – Staff gave a PowerPoint presentation. A printed outline version was also provided.
B. IAAPA Conference Report – Staff review focused on several activity/attraction ideas, and the Brass Ring Award.
C. The Riverfront Park Master Plan Advisory Committee - Staff update included: timeline goals through early 2014; review of small scopes of work completed in 2013; scheduling some key meetings; and beginning design consultant conceptual work. Various concerns and comments were made. A general overview of Advisory Committee recommendations, thus far, was given by their Board Member liaisons. Funding, talking points, and the history and evolution of the bond were also included in the discussion. Staff will incorporate Board Member feedback, and an updated time schedule will be provided.
D. Financial Reports - Written reports were provided and reviewed by Staff.

**Finance Committee**: December 10, 2013, Ross Kelley

A. Due to new information regarding a potential CSO tank at the site, the motion to recommend Park Board acceptance of the low bid for the Bosch Lot Redi-Rock Wall replacement project failed unanimously.
B. Financial Reports – Written reports were provided and reviewed by Staff. As of the end of 2013, the Urban Forestry Fund will become part of the Park Fund. Final FEMA reimbursement to the Golf Fund has been received.
C. Park Board Financial Management Policy – A draft copy of the policy was provided. It updates a policy first approved in December, 2005. Proposed changes were reviewed concurrently with the discussion. Additional changes were requested. The final Policy will be presented as an Action Item at the January Committee meeting.
D. 2014 Capital Plan – Written reports were provided. Staff will request a status update from the Friends of Manito for their projects. The relationship of the Riverfront Park $150,000 line item with the Master Plan will be discussed at the January Riverfront Park Committee meeting. Bid consideration for the Mission Tennis Courts will be via the Land Committee. The Recreation Committee will discuss the Under The Freeway Park at their January meeting.
Urban Forestry Tree Committee: December 3, 2013 – Ken Van Voorhis
A. There was a 2013 UF Retrospect – draft annual report.
B. 2014 UF Preview – draft annual work plan.
C. There was an update by the Citizen Advisory Committee. Garth Davis will be stepping down as chair of the Citizens Advisory Committee and Guy Gifford will be the next chair.
D. The Urban Forestry Staff Report was reviewed.

By-Laws Committee: Did not meet.

11. Reports:
   Park Board President: Randy Cameron
   1. Randy congratulated Leroy Eadie and his staff for meeting the year’s challenges and Leroy for his leadership.
   2. Randy thanked the Park Board for all of their hard work and for making a positive difference.

Liaison Reports:
   1. Conservation Futures Liaison – Ken VanVoorhis, No report
   2. Parks Foundation Liaison – Susan Traver, No report
   3. Council Liaison – Councilman Mike Allen, 2014 budget has been adopted. He highlighted the number of hours that the Board members volunteer and commended them.
   4. Parks Department Revenue & Sponsorship Subcommittee – Councilman Mike Allen, No report

Director’s Report: Leroy Eadie
   1. Leroy Eadie thanked the Park Board for their leadership this year and Park Board President Randy Cameron for the number of hours put in.
   2. Leroy advised that this has been the most successful and smoothest year he has had in Parks with accomplishments that included the budget reset.
   3. He thanked Vice President Dr. Selinger and each of the committee chairs individually for taking their roles seriously, running their committees well and contributing to the overall accomplishments of the Board.
   4. Leroy also thanked Councilman Mike Allen for taking an active role, taking on some of the committees and assisting with the Pepsi contract for Riverfront Park.
   5. Leroy thanked the management team, especially the directors and acting directors for their work and for working together well as a team.

12. Correspondence:
   A. Letters: All letters were distributed to the full Board via email prior to today’s meeting.
      Spokane Public Schools
   B. Newsletters:
      Southside Senior & Community Center
      Project Joy Senior Cultural Service

13. Public Comments:

14. Adjourn to Executive Session
15. **Adjournment:** 3:07 p.m.

A. Next Committee meeting dates:
   - Golf Committee: December 18, 2013, 8:00 a.m., City Hall Conference Room 5A
   - Riverfront Park Committee: January 6, 2014, 8:05 a.m., City Hall Tribal Conference Room 1
   - Land Committee: Monday, January 6, 2014 3:00 p.m., City Hall Conference Room 5A
   - Recreation Committee: January 2, 2014, 3:30 p.m. City Hall Conference Room 5A
   - Finance Committee: January 7, 2014, 3:00 p.m., City Hall Conference Room 5A
   - Urban Forestry Committee: Friday, January 3, 2014, 4:15 p.m., Woodland Center

B. Next Park Board meeting date: January 9, 2014, 1:30 p.m., City Council Chambers

C. Next Park Board Study Session: January 9, 3:30 p.m., Joint with Council, City Council Briefing Center