

CONSERVATION COMMITTEE REPORT

Jan 26, 2011

9:05–10:00 am

140 West Pine Street

Members Present: Marilyn Marler (chair), Pam Walzer, Bob Jaffe, Renee Mitchell, Jon Wilkins, Dave Strohmaier, Stacy Rye, Dick Haines, Cynthia Wolken, Ed Childers, and Lyn Hellegaard

Members Absent:

Others Present: Brentt Ramharter, Shirley Kinsey, Eric Seagrave, Donna Gaukler

I. ADMINISTRATIVE BUSINESS

A. Approve minutes.

Minutes of [January 12, 2011](#) & [January 19, 2011](#) were approved as submitted.

II. FINAL CONSIDERATION AGENDA ITEMS

III. CONSENT AGENDA ITEMS

IV. REGULAR AGENDA

1. [Discussion Date: 01/26/11] [Resolution](#) revising City of Missoula Parks and Recreation Fee Schedules for Parks, and Recreation programs, facilities and concessionaires. ([Memo](#)) ([Cons](#)) (Returned from Council floor: 01/03/11) ([Aquatics Report2010](#))(REMOVE FROM AGENDA)

MOTION: The committee recommends Council approve a [Resolution](#) revising City of Missoula Parks and Recreation Fee Schedules for Parks, and Recreation programs, facilities and concessionaires.

Marilyn – I would like to remind the committee that we need to take some type of action today whether it be to reject or support we will need to do something to move this along.

Dave Strohmaier moved to adopt the fee increase resolution.

Shirley Kinsey provided information and answered questions from the committee on financial information related to the aquatics facilities. The item was returned to the committee after the public hearing on January 3, as Lyn Hellegaard had wanted more details on the aquatics facilities. Lyn indicated she would not support any fee raises for any parks programs and she had provide staff with a list of questions to answer related to aquatics.

- 13.) *Why was there a \$20k decrease in Supplies in 2009? What didn't we purchase?*

[See Attachment 13, 13A, 13B, 13C – pg 23 - 26.](#)

Brentt Ramharter provided additional information related to Questions 13 and Question 14. The aquatics facilities are an enterprise fund and treated as a business. There is depreciation allocated each year for equipment and booked out at the end of the year, much like the waste water treatment plant budget. The depreciation is a non cash charge. The budget should be looked at as working capital with current assets less current liability or actual cash and invoices. The inventory is adjustment is used to reflect as accurately what was used by the end of the year. There are consumable supplies purchased in the middle of summer and the extra supplies are an asset and can be used for next fiscal year. One of the issues is the fiscal year for the City ends June 30, which is mid season for Splash. The total without adjustments shows what was paid through the City treasury and the adjustment reflects the amount of inventory used. These statements are done at a point in time, it would be better to report out on a season fiscal year. The inventories will go up or down depending upon what was ordered based on customers demand and weather.

- 14.) *Where are the expenses for bond payments broken out by principal and interest?*

[See Attachment 14 – Bond Payments – pg 27](#)

Brentt – this is a serial bond and paid once a year, there is also an interest payment which comes up twice a year. The June payment for zero dollars refers to 2011 which has not been paid yet.

- 1.) *Why is pass revenue in Admission Revenue instead of Passes/Program Revenues?*

Annual passes and punch cards are accounted for in [Admission Revenue](#).

Only Corporate Passes are accounted for in the Passes/Program Revenues account. Corporate pass sales are set up as independent agreements (specialized program) with each business. They all pay the same cost for passes, however the payment process is customized to meet each businesses needs. This arrangement ideally works better under the program category in the CLASS reporting system.

We can delete the Passes in the *Passes/Program Revenues* label to help the report be clearer.

[See Attachment 1 - Breakdown on Annual Passes – pg 4, 5.](#)

[See Attachment 2 – Corporate Pass Detail – pg 6.](#)

[See Attachment 3 – Breakdown on Punch Passes - pg 7, 8.](#)

2.) *Provide an explanation of "rental attendance" and "passes"*

Rental Attendance is attendance during a prearranged rental function, such as birthday parties, after-hours rentals, contracted special events, etc... The cost of the rental is based on the expected number in participants in attendance. The actual numbers of guests that show up for the event are what are tracked and entered into the Class system.

Passes and Punch Cards are pre-purchased visits, Adult, Adult Resident, Senior, Senior Resident, Youth, Youth Resident, Student, and Student Resident. Punch cards are limited use passes (one punch = one visit). An Annual Pass is more like a "membership", providing unlimited use during specified dates (i.e. 1 year).

3.) *Break out of admission (i.e. youth 11 and under; students 12-17; senior 58+; adult 18+; one year and under)*

[See Attachment 4 - Breakdown on Daily Admissions – pg 9.](#)

4.) *Breakdown of Gift Certificates and Coupons (Special Events)*

[See Attachment 5 - Breakdown of Gift Certificates & Coupons – pg 10.](#)

5.) *Provide a Breakdown of Programs*

[See Attachment 6 - Breakdown of Aquatics Programs – pg 11.](#)

6.) *Breakdown on Rentals*

[See Attachment 7 - Breakdown of Currents Rentals – pg 12.](#)

[Breakdown of Splash Rentals – pg 13.](#)

7.) *Explanation of "Purchased Services" and appropriate breakouts*

The budget category of Purchased Services (310 – 390 Activity Code) is used for expenditures that are contracted out to companies who provide professional services. This Activity Code includes all Utilities; Sewer, Electricity & Natural Gas, Telephone, Garbage, Water. In addition the 350, 360 and 390 activity accounts are designated to contracted professional services from companies such as Grizzly Security for armored car service, Active Network for Class Software maintenance, or professionals called to do specific jobs at one of the facilities; plumbers, electricians, security technicians, etc.

8.) *Where are the revenues from the Enterprise Zones?*

The Enterprise Funds are the Revenues from Splash and Currents.

9.) *Break down of salaries (i.e. managers, janitorial, life guards, etc.)*

[See Attachment 7 – Salary Breakdown – pg 14.](#)

10.) *Break down of supplies (i.e. office supplies, pool supplies, birthday parties, etc.)*

11.) *Where are the expenses for insurance, garbage, power, water, security, phones, etc.?*

[See Attachment 8 – Currents – pg 15, 16.](#)

[See Attachment 9 – Splash – pg 17, 18.](#)

[See Attachment 10 – Currents/Splash Combined – pg 19, 20.](#)

12.) *Where are the expenses and cost of goods: Pro shop, vending, and birthday parties. and why only three expenses accounts? Breakdown on Crazy Creek Café and Pro Sales*

[See Attachment 11 – Crazy Creek Café Detail – pg 21.](#)

[See Attachment 12 – Pro shop Detail – pg 22.](#)

15.) *What future investments can be made to bolster revenues?*

Eric Seagrave the wave of the future contains a shared experience so it is important to have a ride the whole family can share. A new feature at Splash will expand the range or draw more people into the facilities as well as good for the economy of Missoula.

Shirley also provided the committee with pictures of the mechanical rooms at Splash and Currents and invited the committee to go on a tour this summer.

Discussion on motion:

Renee –I am not in favor of delaying this item any longer. The fees are in the ball park, and I would hate to see people not get to play because we didn't pass the resolution.

Bob – I will support the fee increase and the document also includes some new regulatory practices and is not just fee related. We have a choice for an increase to come from users' fees or the general subsidy funds. I think designating the cost to users is good. I would suggest having a breakdown of the fiscal impact of a fee change and what that means.

Jon – I see that most of the increases are geared to adults but some is toward kids and families.

The motion passed 7 to 3 – and will be discussed under Committee reports.

2. **[Discussion Date: 02/02/11]** Approve award for the contract for the construction contract on Project #PR11-09MT, Milwaukee Railroad Path- Missoula Russell to Reserve CTEP #STPE 8199(66) and direct the City Clerk to return bid bonds to unsuccessful bidders. ([memo](#))—Regular Agenda (Dave Shaw) (Referred to committee: 01/24/11)

HELD/REFERRED OR ONGOING AGENDA ITEMS –

1. Information on Trail Projects ([memo](#)).—Regular Agenda (Marilyn Marler) (Referred to committee: 08/23/2010)
2. Budget update on aquatics. ([memo](#))—Regular Agenda (Lyn Hellegaard) (Referred to committee: 11/08/10)
3. Reorganization of conservation lands advisory committees. ([memo](#))—Regular Agenda (Marilyn Marler) (Referred to committee: 11/08/10)
4. Consider a new ordinance that will create a process and criteria for the naming of public parks, trails, open space, and recreation facilities. ([memo](#))—Regular Agenda (Jackie Corday) (Referred to committee: 10/25/10)
5. Approve an agreement between the City and Garden City Harvest (GCH) to allow for community gardens on City owned properties that will be identified in the future. ([memo](#))—Regular Agenda (Jackie Corday) (Referred to committee: 10/25/10) (Item tabled in committee 12/08/2010)
6. Annual tree planting program update. ([memo](#))—Regular Agenda (Renee Mitchell) (Referred to committee: 01/24/11)
7. Appoint one member to the Conservation District for the term beginning January 1, 2011 and ending on December 31, 2013. ([memo](#))—Regular Agenda (Kelly Elam) (Referred to committee: 12/13/10)

V. NON-AGENDA ITEMS

ADJOURNMENT - The meeting adjourned at 10:00 am.