



Spokane Park Board Agenda

3:30 p.m. Thursday, October 9, 2025

In-person in City Hall Council Chambers and
Webex virtual meeting

Call in: 408-418-9388

Access code: 2490 193 8105

Park Board Members

Jennifer Ogden – President
Gerry Sperling – Vice President
Jason Conley – Secretary (stand-in)
Greta Gilman
Sally Lodato
Bob Anderson
Barb Richey
Kevin Brownlee
Doug Kelley
Lindsey Shaw
Lee Williams
Jonathan Bingle – City Council liaison

Agenda

1. **Roll call:** Jennifer Ogden
2. **Additions or deletions to the agenda:**
3. **Public comments:**
4. **Consent agenda:**
 - A. Administrative/committee-level items:
 - 1) [September 11, 2025, regular Park Board meeting minutes](#)
 - 2) [Claims – September 2025](#)
 - 3) [AEG Presents NW Contract Amendment for Booking and Production Services](#)
–Jonathan Moog
 - 4) [AXS Group LLC Contract Amendment for Ticketing Services](#) – Jonathan Moog
5. **Special guests:**
 - A. The Friends of Manito (TFM) annual update – Bob Young
6. Financial report and budget update: Rich Lentz
7. **Special discussion/action items:**
 - A. Special discussion items: None
 - B. Special action items: None

8. Committee reports – action items:

Urban Forestry Tree Committee: September 30, 2025 – Kevin Brownlee

A. Action items: None

Land Committee: The October 1, 2025, meeting was cancelled. – Greta Gilman

A. Action items: None

Recreation Committee: October 1, 2025 – Sally Lodato

A. Action items: None

Riverfront Park Committee: October 6, 2025 – Gerry Sperling

A. Action items:

- 1) [Snxw Mene? Island concept design approval](#) – Nick Hamad

Golf Committee: October 7, 2025 – Barb Richey

A. Action items: None

Finance Committee: October 7, 2025 – Bob Anderson

A. Action items:

- 1) [Parks, Golf and Levy 2026 proposed budgets](#) – Rich Lentz

Development & Volunteer Committee: The DVC does not meet in October – Jennifer Ogden

A. Action items: None

9. Reports:

A. President: Jennifer Ogden

B. Liaisons:

- 1) Conservation Futures – Doug Kelley
- 2) Parks Foundation – Barb Richey
- 3) City Council – Jonathan Bingle

C. Director: Jason Conley (stand-in)

10. Executive session

A. None

Correspondence

A. Letters/emails: None

12. Adjournment

13. Meeting dates:

A. Committee meetings:

Urban Forestry Tree Committee: 4:15 p.m. November 4, 2025, Finch Arboretum Woodland Center, and virtually via Webex.

Land Committee: 3:30 p.m. November 5, 2025, Finch Arboretum Woodland Center, and virtually via Webex.

Recreation Committee: 2:15 p.m. November 5, 2025, Finch Arboretum Woodland Center, and virtually via Webex.

Riverfront Park Committee: 4:00 p.m. November 10, 2025, Pavilion conference room, Riverfront Park, and virtually via Webex

Golf Committee: 8:00 a.m. November 11, 2025, Finch Arboretum Woodland Center, and virtually via Webex.

Finance Committee: 3:00 p.m. November 11, 2025, Finch Arboretum Woodland Center, and virtually via Webex.

Development & Volunteer Committee: 12:00 p.m. November 12, 2025, Finch Arboretum Woodland Center, and virtually via Webex.

B. Park Board: 3:30 p.m. November 13, 2025, Council Chambers, lower-level City Hall, and virtually via Webex

C. Park Board Study Session: No session scheduled at this time.

Agenda is subject to change

AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION: The City of Spokane is committed to providing equal access to its facilities, programs and services for persons with disabilities. The Spokane City Council Chamber in the lower level of Spokane City Hall, 808 W. Spokane Falls Blvd., is wheelchair accessible and is equipped with an infrared assistive listening system for persons with hearing loss. Headsets may be checked out (upon presentation of picture I.D.) at the City Cable 5 Production Booth located on the First Floor of the Municipal Building, directly above the Chase Gallery or through the meeting organizer. Individuals requesting reasonable accommodations or further information may call, write, or email Human Resources at 509.625.6373, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or ddecorde@spokanecity.org. Persons who are deaf or hard of hearing may contact Human Resources through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

***CITY OF SPOKANE PARK AND RECREATION DIVISION
SEPTEMBER 2025 EXPENDITURE CLAIMS
FOR PARK BOARD APPROVAL - October 9, 2025***

PARKS & RECREATION:

SALARIES & WAGES	\$	1,174,181.09
MAINTENANCE & OPERATIONS	\$	564,812.95
CAPITAL OUTLAY		
DEBT SERVICE PAYMENTS	\$	-
PARK CUMULATIVE RESERVE FUND	\$	186,112.20

RFP BOND 2015 IMPROVEMENTS:

CAPITAL OUTLAY	\$	-
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GOLF:

SALARIES & WAGES	\$	228,503.97
MAINTENANCE & OPERATIONS	\$	640,317.56
CAPITAL OUTLAY	\$	93,185.82
DEBT SERVICE PAYMENTS	\$	-
TOTAL EXPENDITURES:	\$	2,887,113.59

Spokane Park Board

Briefing Paper



Committee	Riverfront			Committee meeting date: Oct 6, 2025
Requester	Jonathan Moog			Phone number: 509-625-6243
Type of agenda item	<input type="radio"/> Consent <input type="radio"/> Discussion <input type="radio"/> Information <input checked="" type="radio"/> Action			
Type of contract/agreement	<input type="radio"/> New <input type="radio"/> Renewal/ext. <input type="radio"/> Lease <input checked="" type="radio"/> Amendment/change order <input type="radio"/> Other			
City Clerks file (OPR or policy #)	OPR 2019-0560			
Master Plan Goal, Objective, Strategy (Click HERE for link to the adopted plan)	Goal L, Objective 1	Master Plan Priority Tier: (pg. 171-175)	First Tier	
Item title: (Use exact language noted on the agenda)	AEG Presents NW Contract Amendment for Booking and Production Services			
Begin/end dates	Begins: 01/01/2026	Ends: 10/31/2026	<input type="checkbox"/> 06/01/2525	
Background/history: AEG Presents NW LLC was selected through an RFP #4462-18 booking and productions services concerts at the US Pavilion (now Gesa Pavilion) through December 2025. Recent complications with administering a new RFP process for both a concert production company and ticketing service has the potential impact of the canceling the 2026 concert season due to the timing of booking new talent. An amendment is being sought to extend service by 10 months and define a concert minimum for the 2026 season. This action will avoid disruptions to next year's concert series and give the City more time in seeking competitive offers.				
Motion wording: Approve AEG Presents NW Contract Amendment for NW Booking and Concert Production Services				
Approvals/signatures outside Parks: <input checked="" type="radio"/> Yes <input type="radio"/> No If so, who/what department, agency or company: AEG Presents NW LLC Name: Rob Thomas Email address: rthomas@aegpresents.com Phone: 1-720-220-9296				
Distribution: alindsey@spokanecity.org Parks – Accounting Parks – Sarah Deatrich Requester: Jonathan Moog Grant Management Department/Name:				
Fiscal impact: <input type="radio"/> Expenditure <input checked="" type="radio"/> Revenue Amount: \$200,000 Budget code: 1400-76120-36240-54341				
Vendor: <input checked="" type="radio"/> Existing vendor <input type="radio"/> New vendor Supporting documents: <input type="checkbox"/> Quotes/solicitation (RFP, RFQ, RFB) <input type="checkbox"/> W-9 (for new contractors/consultants/vendors) <input type="checkbox"/> Contractor is on the City's A&E Roster - City of Spokane <input type="checkbox"/> ACH Forms (for new contractors/consultants/vendors) <input checked="" type="checkbox"/> UBI: 602-638-221 Business license expiration date: 8/31/26 <input checked="" type="checkbox"/> Insurance Certificate (min. \$1 million in General Liability)				



City of Spokane
Parks and Recreation Department

CONTRACT AMENDMENT

Title: **CONCERT PRODUCTION AND
BOOKING SERVICES AGREEMENT**

This Amendment is made and entered into by and between the **CITY OF SPOKANE PARKS AND RECREATION DEPARTMENT** as ("City"), a Washington municipal corporation, and **AEG Presents NW, LLC**, a Delaware limited liability company, whose address is 216 First Avenue South, Suite 320, Seattle, WA 98104-2534 ("AEG"), individually hereafter referenced as a "party", and together as the "parties".

WHEREAS, the parties entered into a Concert Production and Booking Services Agreement (the "Agreement"), dated July 15, 2019, wherein AEG agreed to provide Concert Production and Booking Services for the City of Spokane Parks and Recreation Department on the terms and conditions set forth therein; and

WHEREAS, the Agreement has been amended three times (July 31, 2022, November 17, 2023 and September 19, 2024) to reflect, among other things, an extension of the Term through December 31, 2025.

WHEREAS, further changes to the terms of the original contract, as amended, are needed, as well as an extension of time through December 31, 2026, thus, the original Agreement is formally amended and extended by this written document, and

NOW, THEREFORE, in consideration of the terms and conditions contained herein, and other valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties mutually agree as follows:

1. CONTRACT DOCUMENTS.

The Agreement, dated July 15, 2019, any previous amendments, addendums and / or extensions / renewals thereto, are incorporated by reference into this document as though written in full and shall remain in full force and effect except as provided herein.

2. EFFECTIVE DATE.

This Contract Amendment shall be effective as of the date this Amendment is fully executed, and shall end October 31, 2026.

3. AMENDMENT.

This original Contract is amended to include the following:

The targeted minimum for 2026 is eight (8) Music Events.

For every show in 2026, short of the targeted minimum, the Food and Beverage Commission established in Amendment No.1 Section 5 would decrease for the Music Events in 2026 by 10% from the 50% (e.g. if only four shows are held in 2026, AEG will receive 10% Food and Beverage Commission because there is a 10% reduction per show that falls short of the target).

IN WITNESS WHEREOF, in consideration of the terms, conditions and covenants contained herein, the parties have executed this Contract Amendment by having legally binding representatives affix their signatures below.

AEG Presents NW, LLC

**CITY OF SPOKANE PARKS AND
RECREATION DEPARTMENT**

By _____
Signature Date

By _____
Signature Date

Type or Print Name

Type or Print Name

Title

Title

Attest:

Approved as to form:

City Clerk

Assistant City Attorney

25-194b

Spokane Park Board

Briefing Paper



Committee	Riverfront Park		Committee meeting date: Oct 6, 2025
Requester	Jonathan Moog		Phone number: (509) 625-6243
Type of agenda item	<input type="radio"/> Consent <input type="radio"/> Discussion <input type="radio"/> Information <input checked="" type="radio"/> Action		
Type of contract/agreement	<input type="radio"/> New <input type="radio"/> Renewal/ext. <input type="radio"/> Lease <input checked="" type="radio"/> Amendment/change order <input type="radio"/> Other		
City Clerks file (OPR or policy #)	OPR 2019-0755		
Master Plan Goal, Objective, Strategy (Click HERE for link to the adopted plan)	Goal L, Objective 1	Master Plan Priority Tier: (pg. 171-175)	First Tier
Item title: (Use exact language noted on the agenda)	AXS Group LLC Contract Amendment For Ticketing Services		
Begin/end dates	Begins: 01/01/2026	Ends: 12/31/2026	<input type="checkbox"/> 06/01/2525
Background/history: AXS Group LLC was selected through an RFP #4462-18 to provide ticketing service for the US Pavilion (now Gesa Pavilion) through December 2025. Recent complications with administering a new RFP process for both a concert production company and ticketing service has the potential impact of the canceling the 2026 concert season due to the timing of booking new talent. An amendment is being sought to extend service by one year and define services to be solely applicable to the Gesa Pavilion. This action will avoid disruptions to next year's concert series and give the City more time in seeking competitive offers.			
Motion wording: Approve AXS Group LLC Contract Amendment for Ticketing Services			
Approvals/signatures outside Parks: <input checked="" type="radio"/> Yes <input type="radio"/> No If so, who/what department, agency or company: AXS Group LLC Name: Vito Laia Email address: viaia@axs.com Phone:			
Distribution: Parks – Accounting Parks – Sarah Deatrich Requester: Jonathan Moog Grant Management Department/Name:			
Fiscal impact: <input type="radio"/> Expenditure <input checked="" type="radio"/> Revenue Amount: various Budget code: various			
Vendor: <input checked="" type="radio"/> Existing vendor <input type="radio"/> New vendor Supporting documents: <div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> Quotes/solicitation (RFP, RFQ, RFB) <input type="checkbox"/> Contractor is on the MRSC Roster - City of Spokane <input checked="" type="checkbox"/> UBI: 603-424-691 Business license expiration date: </div> <div> <input type="checkbox"/> W-9 (for new contractors/consultants/vendors) <input type="checkbox"/> ACH Forms (for new contractors/consultants/vendors) <input checked="" type="checkbox"/> Insurance Certificate (min. \$1 million in General Liability) </div> </div>			



AMENDMENT TO TICKETING SERVICES AGREEMENT

This Amendment to the Ticketing Services Agreement (the "Amendment") is entered into and effective as of the date of last signature below (the "Effective Date"), by and among AXS Group LLC, a Delaware limited liability company ("AXS") and the City of Spokane, a Washington state municipality ("Client"), with reference to the following facts:

WHEREAS, AXS and Client entered into that certain Ticketing Services Agreement effective June 23, 2017 (the "Agreement") whereby Client appointed AXS as its exclusive agent for providing ticketing and other services to the public with respect to all Event(s) scheduled or presented at the Venue and AXS agreed to provide certain systems and services to Client, all upon the terms and conditions set forth in the Agreement;

WHEREAS, as of the Effective Date, AXS and Client desire to amend the Agreement to (i) amend the Term of the Agreement, (ii) amend terms with respect to the Events covered under the terms of the Agreement, (iii) update the Address for Notices section of the Agreement, (iv) incorporate new terms to Attachment B of the Agreement, with respect to: fees payable to AXS for sales of tickets to Community Events (as defined below), AXS Premium Tickets, Resale Ticket sold through the AXS Platform, (v) amend the Standard Mail and Will Call Fee set forth in Attachment B, and (vi) amend the Credit Card Processing terms set forth in Attachment B of the Agreement, all in the manner set forth herein.

NOW, THEREFORE, in consideration of the mutual promises and covenants set forth herein and as of the Effective Date, the parties hereby agree as follows:

1. Definitions. Capitalized terms used herein but not defined herein shall have the meaning ascribed such terms in the Agreement. Any reference in the Agreement to "Flash" shall be replaced with "AXS Mobile ID". In addition, the following new definitions are hereby added to the Agreement.

(a) "AXS Premium" means preferential ticket inventory designated with a distinct offer type (differentiated from Standard Tickets) on the Event and are designated to be sold at market prices dynamically determined in response to market demand which are sold at a premium face value, above the price of Standard Tickets.

(b) "Community Events" shall mean Events organized specifically for the benefit and engagement of the local community (e.g. cultural festivals, heritage celebrations, dance exhibitions, farmers markets, craft fairs, artisan events, educational workshops, public forums, charity fundraisers, volunteer fairs or service projects)."

(c) "Gross Transaction Amount" means the total, aggregate dollar amount charged to the customer for the ticket or other item sold on the AXS Platform, but excluding taxes.

(d) "Inside Charge" means a charge or fee that is included within the price of the item or Ticket or package price that is charged to the customer but is not separately broken out or displayed to the customer, which is deducted out of such price.

(e) "Net Fees" refers to the net amount of service fees or convenience fees to be shared by AXS and Client in the percentage amounts set forth below, after deduction of the

Payment Administration Fee (as defined in Section 7 below) and any minimum AXS fee owing to AXS.

(f) “Outside Charge” means a fee that is charged on top of or outside of the base or face price of a ticket sold on the AXS Platform.

(g) “Resale Tickets” means tickets to Client’s Events that are listed for resale by customers on the AXS Platform, the service fees for which AXS will share with Client pursuant to the percentages set forth below.

(h) “Standard Tickets” means regular, non-preferential ticket inventory sold on the AXS Platform.

2. Term. The Term of the Agreement as set forth in Section 1, shall be extended through and including December 31, 2026 (the “Term”). All other terms set forth in Section 1 shall remain as is.

3. Events. The definition of “Events”, as set forth in the Agreement shall be amended such that only events held at the space currently known as the Gesa Credit Union Pavillion at the Venue shall be included within the definition of Events covered under the terms of the Agreement. All other events held in spaces other than at the Gesa Credit Union Pavillion, shall be defined as “Excluded Event(s)” under the Agreement, and AXS may provide ticketing services for Excluded Event(s) on a non-exclusive basis, upon the written request by Client, at least ten (10) business days prior to the on sale of such Excluded Event(s), otherwise, AXS shall have no obligations to Client with respect to the Excluded Events.

4. Address for Notices. Notices to AXS as set forth in Section 9 of the Agreement shall be amended as follows:

“If Notice to AXS:
AXS Group LLC
110 E. 9th Street, Suite B800
Los Angeles, CA 90079
Attn: Legal Department
Email: **legal@axs.com**”

5. Community Events. Section 1 of Attachment B to the Agreement shall be amended to incorporate the following:

“Community Events. For sales of tickets to Community Events sold on the AXS Platform, AXS shall receive a fee of \$1.50 per ticket.”

6. Additional Ticket Types. Section 1 of Attachment B to the Agreement shall be amended to incorporate the following additional ticket types and the respective revenue sharing terms:

Ticket Type	Standard Rate (charged to customers)	AXS Fee/Share	Client’s Share
AXS Premium Tickets	Outside Charge: 18% of the final AXS Premium selling price Inside Charge: 5% of the AXS	60% of Net Fees	40% of Net Fees

	Premium selling price		
Resale Tickets	<p>Seller Fee: 7.5% of the Resale Ticket price is charged to Ticket seller as an Inside Charge</p> <p>Buyer Fee: 25% of the Resale Ticket price is charged to the buyer</p>	60% of Net Fees	40% of Net Fees

For avoidance of doubt, except as expressly modified in Section 5 and 6 and this Amendment, all other terms set forth in Section 1 of Attachment B of the Agreement shall remain as is.

7. Delivery and Will Call Fee. The Standard Mail Fee and Will Call Fee as set forth in Section 2 of Attachment B of the Agreement shall be deleted and amended as follows:

“For delivery of tickets via standard USPS mail fulfilled by AXS, AXS shall charge a fee of \$6.00 per order. For delivery of tickets via will call AXS shall charge a fee of \$6.00 per order, which fee shall be payable to Client.”

8. Payment Processing. Section 3(a) of the Agreement shall be deleted in its entirety and replaced as follows:

“Sales Made by AXS. For all sales of tickets to Client’s Events on AXS channels processed through AXS merchant accounts (including internet and mobile sales), AXS shall collect all transaction proceeds and shall deposit such proceeds into an account maintained by AXS, including any sales taxes owed and due. AXS will provide Client, and any resale sellers who sell tickets to Client’s Events on the AXS Platform, with payment services for such sales, including use of AXS’s merchant account, processing of credit card, debit card, digital wallets, and other payment types (e.g., PayPal) accepted on the AXS Platform, fraud reduction, and fraud-related chargeback challenge administration services in exchange for a processing, chargeback and payment administration fee in the amount of three and one tenth percent (3.1%) of the Gross Transaction Amount processed by an AXS merchant account for primary sales and three and a half percent (3.5%) of the Gross Transaction Amount processed by an AXS merchant for Resale Tickets (the “Payment Administration Fee”). Payment Administration Fees compensate AXS for merchant bank fees, gateway fees, and any other fee associated with the merchant accounts or processing of payments by AXS for transactions relative to Client’s Events pursuant to this Agreement, including the costs of disputing chargebacks and assuming the risk of loss on chargebacks for sales via the AXS merchant account.”

9. Ratification. In the event a conflict arises between this Amendment and the terms and conditions of the Agreement, the terms and conditions of this Amendment shall control. Except as specifically set forth herein to the contrary, all of the terms and conditions of the Agreement, are in full force and effect, shall continue in full force and effect throughout the Term and are hereby ratified and confirmed by the parties.

[Signature page continues on next page]

[Signature page to Amendment to Ticketing Services Agreement]

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the Effective Date set forth above.

AXS GROUP LLC

By: _____

Name: _____

Its: _____

CITY OF SPOKANE

By: _____

Name: _____

Its: _____

Spokane Park Board

Briefing Paper



Committee	Riverfront Park			Committee meeting date: September 6, 2025
Requester	Nick Hamad			Phone number: 509.363.5452
Type of agenda item	<input type="radio"/> Consent <input type="radio"/> Discussion <input type="radio"/> Information <input checked="" type="radio"/> Action			
Type of contract/agreement	<input checked="" type="radio"/> New <input type="radio"/> Renewal/ext. <input type="radio"/> Lease <input type="radio"/> Amendment/change order <input type="radio"/> Other			
City Clerks file (OPR or policy #)				
Master Plan Goal, Objective, Strategy (Click HERE for link to the adopted plan)			Master Plan Priority Tier: (pg. 171-175)	Second Tier
Item title: (Use exact language noted on the agenda)	Preliminary Snxw Mene? Design Review and Committee Input / Approval			
Begin/end dates	Begins: 10/09/2025		Ends:	<input checked="" type="checkbox"/> 06/01/2525
Background/history: In 2016 the Park Board and Spokane Tribe of Indians worked collaboratively to rename Canada Island to Snxw Mene? (Salmon People) island in honor of the Tribes sacred connection to this place and to the Spokane River. in 2024, the Park Board approved an MOA with the Spokane Tribe, together with park staff, have worked collaboratively to develop an improvement plan for Snxw Mene? In accordance with that agreement, the Tribe and their agents have prepared a concept site plan and associated character sketches to present to the Park Board RFP committee which has been approved by Tribal leadership. This action item will present this concept to the board and request approval / comment on the proposed improvements.				
Motion wording: Motion to approve Snxw Mene? preliminary improvement plans as presented by the Spokane Tribe of Indians, including recommended Park Board comments				
Approvals/signatures outside Parks: <input type="radio"/> Yes <input checked="" type="radio"/> No If so, who/what department, agency or company: Name: _____ Email address: _____ Phone: _____				
Distribution: Parks – Accounting nhamad@spokanecity.org Parks – Sarah Deatrach jmoog@spokanecity.org Requester: nhamad@spokanecity.org Grant Management Department/Name: _____				
Fiscal impact: <input checked="" type="radio"/> Expenditure <input type="radio"/> Revenue Amount: N/A Budget code: N/A				
Vendor: <input checked="" type="radio"/> Existing vendor <input type="radio"/> New vendor Supporting documents: <input type="checkbox"/> Quotes/solicitation (RFP, RFQ, RFB) <input type="checkbox"/> Business license Expiration date: _____ <input type="checkbox"/> Insurance Certificate				

Spokane Park Board


Briefing Paper



Committee	Finance			Committee meeting date: October 7, 2025
Requester	Rich Lentz			Phone number: 509-625-6544
Type of agenda item	<input type="radio"/> Consent <input type="radio"/> Discussion <input type="radio"/> Information <input checked="" type="radio"/> Action			
Type of contract/agreement	<input type="radio"/> New <input type="radio"/> Renewal/ext. <input type="radio"/> Lease <input type="radio"/> Amendment/change order <input checked="" type="radio"/> Other			
City Clerks file (OPR or policy #)				
Master Plan Goal, Objective, Strategy (Click HERE for link to the adopted plan)	Goals A-L	Master Plan Priority Tier: (pg. 171-175)	First Tier	
Item title: (Use exact language noted on the agenda)	Parks, Golf and Levy 2026 proposed budgets.			
Begin/end dates	Begins: 01/01/2026		Ends: 12/31/2026	<input type="checkbox"/> 06/01/2525
Background/history: The City of Spokane is currently in the middle of the 2025-2026 biennial budget cycle. The attached budget proposal contains the recommended modifications for Parks and Golf for the 2026 budget year, as well as an initial proposed budget for the Parks Levy if that were to pass in November.				
Motion wording: Approve the Parks and Golf 2026 amended budgets as well as the initial Parks Levy budget if that measure passes in November.				
Approvals/signatures outside Parks: <input type="radio"/> Yes <input checked="" type="radio"/> No If so, who/what department, agency or company: Name: _____ Email address: _____ Phone: _____				
Distribution: Parks – Accounting Parks – Sarah Deatrich Requester: Rich Lentz Grant Management Department/Name: _____				
Fiscal impact: <input checked="" type="radio"/> Expenditure <input type="radio"/> Revenue Amount: _____ Budget code: _____				
Vendor: <input type="radio"/> Existing vendor <input type="radio"/> New vendor Supporting documents: <div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> Quotes/solicitation (RFP, RFQ, RFB) <input type="checkbox"/> Contractor is on the City's A&E Roster - City of Spokane <input type="checkbox"/> UBI: _____ Business license expiration date: _____ </div> <div> <input type="checkbox"/> W-9 (for new contractors/consultants/vendors) <input type="checkbox"/> ACH Forms (for new contractors/consultants/vendors) <input type="checkbox"/> Insurance Certificate (min. \$1 million in General Liability) </div> </div>				

Parks and Recreation 2026 Budget Proposal

Natural Resources

	Adopted Budget 2025		Initial Budget 2026	
	Revenue			
Program Revenue	\$	82,000	\$	39,000
Operating Transfers	\$	66,000	\$	66,000
Total Revenue	\$	148,000	\$	105,000
Expenditures				
Salaries and Wages	\$	729,322	\$	650,368
Temp/Seasonal	\$	88,582	\$	88,582
Personnel Benefits	\$	292,943	\$	230,141
Supplies	\$	35,600	\$	35,600
Services and Charges	\$	139,800	\$	172,800
Interfund Payments	\$	34,090	\$	46,750
Subtotal Op. Expense	\$	1,320,337	\$	1,224,241
Transfers Out	\$	-	\$	-
Total Expenditures	\$	1,320,337	\$	1,224,241
Net Gain/(Loss)	\$	(1,172,337)	\$	(1,119,241)

Riverfront Park



	Adopted Budget 2025	Initial Budget 2026
Revenue		
Program Revenue	\$ 4,669,000	\$ 4,900,000
Total Revenue	\$ 4,669,000	\$ 4,900,000
Expenditures		
Salaries and Wages	\$ 1,782,678	\$ 1,863,083
Temp/Seasonal	\$ 862,562	\$ 914,562
Personnel Benefits	\$ 725,483	\$ 796,862
Supplies	\$ 552,000	\$ 552,000
Services and Charges	\$ 1,586,725	\$ 1,824,725
Interfund Payments	\$ 6,120	\$ 6,584
Subtotal Op. Expense	\$ 5,515,568	\$ 5,957,816
Transfers Out	\$ 280,073	\$ 193,687
Total Expenditures	\$ 5,795,641	\$ 6,151,503
Net Gain/(Loss)	\$ (1,126,641)	\$ (1,251,503)

Recreation



	Adopted Budget 2025	Initial Budget 2026
Revenue		
Program Revenue	\$ 1,874,431	\$ 1,940,400
Total Revenue	\$ 1,874,431	\$ 1,940,400
Expenditures		
Salaries and Wages	\$ 831,171	\$ 874,084
Temp/Seasonal	\$ 1,209,095	\$ 1,335,640
Personnel Benefits	\$ 386,754	\$ 414,963
Supplies	\$ 322,620	\$ 371,820
Services and Charges	\$ 1,503,353	\$ 1,720,923
Interfund Payments	\$ 16,950	\$ 16,950
Subtotal Op. Expense	\$ 4,269,943	\$ 4,734,380
Transfers Out	127,568	127,568
Total Expenditures	\$ 4,397,511	\$ 4,861,948
Net Gain/(Loss)	\$ (2,523,080)	\$ (2,921,548)

Park Operations



	Adopted Budget 2025	Initial Budget 2026
Revenue		
Program Revenue	\$ 220,430	\$ 220,430
Total Revenue	\$ 220,430	\$ 220,430
Expenditures		
Salaries and Wages	\$ 2,521,488	\$ 2,615,077
Temp/Seasonal	\$ 810,210	\$ 845,210
Personnel Benefits	\$ 974,410	\$ 1,010,259
Supplies	\$ 165,830	\$ 225,830
Services and Charges	\$ 1,257,734	\$ 1,706,734
Interfund Payments	\$ -	\$ -
Subtotal Op. Expense	\$ 5,729,672	\$ 6,403,110
Transfers Out	\$ -	\$ -
Total Expenditures	\$ 5,729,672	\$ 6,403,110
Net Gain/(Loss)	\$ (5,509,242)	\$ (6,182,680)

Administration



	Adopted Budget 2025	Initial Budget 2026
Revenue		
Program Revenue	\$ 775,367	\$ 790,370
Operating Transfers	\$19,090,885	\$ 19,919,496
Total Revenue	\$19,866,252	\$ 20,709,866
Expenditures		
Salaries and Wages	\$ 2,873,190	\$ 2,960,591
Temp/Seasonal	\$ 94,558	\$ 94,558
Personnel Benefits	\$ 939,329	\$ 952,577
Supplies	\$ 217,500	\$ 226,000
Services and Charges	\$ 1,178,870	\$ 1,147,720
Interfund Services	\$ 2,724,981	\$ 3,343,239
Subtotal Op. Expense	\$ 8,028,428	\$ 8,724,685
Transfers Out/Capital Outlay	\$ 1,473,805	\$ 1,027,300
Total Expenditures	\$ 9,502,233	\$ 9,751,985
Net Gain/(Loss)	\$10,364,019	\$ 10,957,881

Parks Fund



	Adopted Budget 2025	Initial Budget 2026
Operating Revenue		
Program Revenue	\$ 7,644,228	\$ 7,900,200
Operating Transfers	\$ 19,090,885	\$ 19,985,496
Total Operating Revenue	\$ 26,735,113	\$ 27,885,696
Operating Expenses		
Salaries and Wages	\$ 8,737,851	\$ 9,017,431
Temp/Seasonal	\$ 3,065,007	\$ 3,278,552
Personnel Benefits	\$ 3,318,916	\$ 3,404,799
Supplies	\$ 1,293,550	\$ 1,411,250
Services and Charges	\$ 5,656,482	\$ 6,582,902
Interfund Payments	\$ 2,781,861	\$ 3,413,523
Total Operating Expenses	\$ 24,853,667	\$ 27,108,457
Net Operating Income (Loss)	\$ 1,881,446	\$ 777,239
Other Financial Activity		
Capital Outlay	\$ 1,170,011	\$ 750,000
Transfers Out	\$ 461,435	\$ 348,555
Budget Reserve	\$ 250,000	\$ 250,000
Total Other Activity	\$ 1,881,446	\$ 1,348,555
Total Expenditures	\$ 26,735,113	\$ 28,457,012
Net Gain/(Loss)	\$ -	\$ (571,316)



Urban Forestry -1390 - Non Parks Fund



Initial Budget 2026

Revenue	
Program Revenue	\$ 20,000
USDA Grant Revenue	\$ 2,000,000
Total Revenue	\$ 2,020,000
Expenditures	
Salaries and Wages	\$ 86,462
Temp/Seasonal	\$ -
Personnel Benefits	\$ 34,091
Supplies	\$ -
Services and Charges	\$ 1,898,201
Interfund Payments	\$ 3,064
Subtotal Op. Expense	\$ 2,021,818
Transfers Out	\$ -
Total Expenditures	\$ 2,021,818
Net Gain/(Loss)	\$ (1,818)

- The crosswalk on the prior pages has current 2026 budget data assuming the proposed “Change Request” for 2026 adjustments is approved as submitted.
- The primary variables that are still subject to change are the wages/benefits, and interfund allocations for 2026 have not yet been finalized.
- Park and Recreation always seeks to maximize revenue first prior to cutting/reducing services. The increase in earned revenue in 2026 is moderate as the budgeted program revenue increase in 2025 was very aggressive at 13%.

- The table below highlights the largest budget line increases. It also shows any corresponding reductions in 2025 due to budget cuts.

Description	Increase in 2026	Decrease in 2025
Water Utility	\$ 514,000	
Contracts/Services	\$ 152,540	\$ (48,361)
Temp/Seasonal	\$ 150,188	\$ (207,552)
Supplies	\$ 139,200	\$ (53,167)
Rentals/Leases/Fleet	\$ 95,500	
Repairs/Maintenance	\$ 95,000	\$ (16,925)

- **Notes on primary expense increases:**

- Water usage is the largest increase. The budgeted amount is based on 2024 actuals and then a 12% increase to match the last 2 years of rate increases. This is not an increase in water usage; it is only matching rate increases.
- Contracts/services is primarily matching to 2024 actuals and is only a net \$100K increase after the reduction in '25.
- The temp/seasonal line is still a net reduction over the 2-year budget cycle despite increases to minimum wages both years.
- The supply line increase is across multiple departments with pool chemicals being one of the larger increases (\$20,000).
- Rentals/leases/fleet is split between Park Operations portable toilet rentals due to closed restrooms and the line item for our Enterprise Fleet if a pool of vehicles becomes available and shows profitability in updating any vehicles.
- Repairs/maintenance is under both grounds and facilities repairs due to aging infrastructure and increases in vandalism.
- The budgeted \$750,000 for capital is not adequate to properly maintain our Parks and emphasizes the need for additional funding sources, such as a levy.

- **Interfund Expenses:**

- As a reminder, interfund expenses include all City indirect costs (Mayor's office, Legal, HR, City Clerks, Civil Service, City Council, etc.)
- Other interfund costs are expensed by service department, such as custodial, IT expenses, purchasing, accounting, risk management, fleet, etc.
- Currently, our interfund expenses increased \$631,662 (23%) over 2025.
- We are working through these line by line to ensure all expenses can be justified and explained.
- We are hopeful any decreases will help offset the current deficit in our budget of \$571,000. If not, we may need to amend the budget later in the year and look for additional expense reductions.

Golf - 2026 Budget Proposal

Golf Fund



	Adopted Budget 2025	Initial Budget 2026
Revenue		
Program Revenue	\$ 5,930,281	\$ 6,837,435
Pre-Sale Revenue		
Facility Improvement Fee	\$ -	\$ -
Other Transfers-In	\$ -	\$ -
Total Revenue	\$ 5,930,281	\$ 6,837,435
Expenditures		
Salaries and Wages	\$ 1,263,109	\$ 1,322,411
Temp/Seasonal	\$ 722,232	\$ 742,629
Personnel Benefits	\$ 503,997	\$ 518,345
Supplies	\$ 561,900	\$ 626,693
Services and Charges	\$ 1,471,356	\$ 2,275,120
Interfund Payments	\$ 356,409	\$ 364,182
Subtotal Op. Expense	\$ 4,879,003	\$ 5,849,380
Capital Outlay	\$ 1,000,000	\$ 1,000,000
Transfers Out		
Total Expenditures	\$ 5,879,003	\$ 6,849,380
Net Gain/(Loss)	\$ 51,278	\$ (11,945)

- Golf revenues are budgeted at just under a \$1 million increase from 2025. This was set to allow flexibility with the capital budget for 2026. The revenue mix (increased rounds, increased fees, etc.) of how that increase could be accomplished will be discussed in golf and finance committee later in the year when final numbers for the 2025 season are known.

- Services and charges had the largest expense increase. This was a mix across the board of smaller line item increases. The primary increases came from the increase in debt service payments (SIP loan presented last month at Park Board) as well as utility true ups based on water rate increases over the last 2 years. We also budgeted for pro-incentives versus using any surplus at year-end.

Park Levy - 2026 Budget Proposal

- The budget for the Parks Levy has been loaded as a Change Request in the budget software. If the measure is approved, the “request” will be approved and submitted as part of the larger City budget. If it fails, the Change Request will be declined.
- All levy funds will flow into a new fund called 1410 – Parks Levy. This fund will simply be a pass-thru to then distribute funds to 1400 – Parks and 1950 – Parks Capital.
- The target is to disburse as much capital as possible in the first 2 years while holding a minimal, but prudent, level of reserves. The recommendation is to target 3 months of the following year’s total expenditures as a reserve, with a 2-year ramp up to get to that target.
- Financial statements will look like prior Financial Statements but will be developed very differently. Today, we track Golf, Parks, and Capital by “Fund.” The Park Levy will be tracked at the “Program” level. All levy expenses will be funded under Program 54800 – Parks Community Development. For example, on the Income Statement on the following page, Capital Outlay will be funded from Fund 1950, Operations will be funded from Fund 1400, but both will be funded through Program 54800 and rolled-up into a combined Financial Statement.
- A levy financial statement will also be produced annually throughout the term of the levy to ensure accountability and transparency.
- The budget is intended to follow the 2022 Adopted Parks and Natural Lands Master Plan and the adopted Healthy Parks, Healthy Neighborhoods Program Manual.
- By design, the attempt is to slowly ramp up operational expenses over the first 3 years while maximizing funding for capital.
- Many of the figures provided are estimates, including the Levy Revenue, as that is dependent on 2026 tax assessed values which have not been certified.

Parks and Recreation - Levy



Initial 2026
Budget

Operating Revenue	
Levy Program Revenue	\$ 9,575,850
Total Operating Revenue	\$ 9,575,850
Operating Expenses	
Operations Staff	\$ 330,000
Natural Land Staff	\$ 45,000
Park Ranger Staff	\$ 375,000
Equipment Maintenance & Vehicle Replacement	\$ 150,000
Ranger Vehicle & Equipment	\$ 80,000
Project Administration	\$ 294,500
Total Operating Expenses	\$ 1,274,500
Net Operating Income (Loss)	\$ 8,301,350
Other Financial Activity	
Natural Land Acquisition Fund	\$ 125,000
Capital Outlay	\$ 7,000,000
Total Other Activity	\$ 7,125,000
Total Expenditures	\$ 8,399,500
Net Gain/(Loss)	\$ 1,176,350
Beginning Reserves (Fund Balance)	\$ -
Reserves Recommended - 3 Months of Next Year Expenses	\$ (2,145,894)
Reserves Added to Meet Recommendation (2 Year Ramp Up)	\$ (1,072,947)
Total Reserves	\$ 1,072,947
Year-End Net Gain/Loss	\$ 1,176,350
Year-End Fund Balance	\$ 1,176,350
Year-End Available Fund Balance	\$ 103,403