



**Spokane Park Board
Finance Committee Minutes**

3 p.m. Tuesday, August 10, 2021

WebEx Virtual Meeting

Mark Buening – Parks Finance/Budget Director

Committee Members:

X Bob Anderson – Chair

X Greta Gilman

X Gerry Sperling

Nick Sumner (Absent/excused)

**Additional Park Board
members:**

Jennifer Ogden

Parks Staff:

Garrett Jones

Mark Buening

Jason Conley

Megan Qureshi

Nick Hamad

Pamela Clarke

Mark Poirier

Al Vorderbrueggen

Summary

- Jason Conley presented the Spokane Investment Pool (SIP) third installment resolution for Golf capital improvements.
 - Motion passed with a 3-0 vote. The recommendation will be presented to the Park Board as a consent agenda item.
- Mark Buening and Garrett Jones presented an overview of the 2022 Budget Calendar and Budget Priorities.
 - Motion passed with a 3-0 vote. The recommendation will be presented to the Park Board as a regular action item.
- The July financials were presented by Mark Buening who reviewed each operating division.

The next regularly scheduled meeting is 3 p.m. Sept. 7, 2021, via WebEx.

MINUTES

The meeting was called to order at 3:02 p.m. by committee chair Bob Anderson.

Action items:

1. [Spokane Investment Pool \(SIP\) third installment resolution/Golf capital improvements](#) – Jason Conley gave the presentation. In 2018, Park Board formalized the \$7.5 million SIP loan request to City Council. This request included an initial \$2.5 million disbursement which was used for the irrigation project. An additional \$2.5 million was requested in 2019, per the loan agreement, for the Esmeralda irrigation project. Currently, the final \$2.5 million is being requested in 2021 for the Downriver irrigation project set to begin this fall.

Motion 1: Bob Anderson moved to recommend the Park Board approve the Spokane Investment Pool (SIP) third installment resolution for Golf capital improvements.

Greta Gilman seconded.

Motion passed with unanimous consent (3-0 vote).

This will be presented to Park Board as a consent agenda item.

2. [2022 Budget Calendar and Budget Priorities](#) – Mark Buening presented an overview of the [budget calendar](#). The first draft of the budget will be presented to the Park Board Committees. Committee members will review the budget in August to ask questions or request any additional clarification of information. Recommendations will be forwarded to the Finance Committee by no later than September 7. Due to the timing of the process, additional refinements will continue through the month of September. Any public comments will be heard at the September 9 Park Board meeting. On October 14, the Finance Committee will present a final 2022 budget proposal to the Park Board. Park Board is then scheduled to adopt the final requested 2022 budget at the October board meeting. Mr. Buening noted that minor changes would typically continue to occur between the time Park Board adopts the budget and when it is transferred to Council. Finally, the Parks budget will be included in the City budget and transmitted to the Council by early November. Garrett Jones provided an overview of [budget priorities](#) which included administration, operations, recreation, Riverfront, marketing and communications.

Motion 2: Bob Anderson moved to recommend the Park Board approve the 2022 Budget Calendar and Budget Priorities.

Greta Gilman seconded

Motion passed with unanimous consent (3-0 vote)

This will be presented to the Park Board as a regular action item.

Standing report items:

1. [August financials](#) – Mark Buening presented an overview of the August financials. Overall revenues and expenses have had a significant increase, due to operating programs providing more services. Also, approximately \$99,000 of expenses in the Parks Fund, and approximately \$26,000 of expenses in the Golf Fund were transferred to Fund 1950 for reimbursement of windstorm related damage repair. 1) [Natural Resources](#) – Revenues are about \$50,000, while expenses are about \$62,000 compared to last year. Expenditures over revenues are about \$11,000 more, compared to last year. 2) [Recreation](#) – Revenues are about \$500,000 more than last year. Expenditures over revenues are about \$110,000 more than last year, due to an increase in services. 3) [Riverfront](#) – Revenues are about \$600,000 more than last year. Expenditures are about \$274,000 more than last year. Overall, there is a net improvement of revenues over expenditures of about \$323,000. 4) [Park Ops](#) – Revenues are about \$13,000 less than last year. Expenditures are about \$173,000 more than last year, due to an increase in services. Overall, the revenues over expenditures are about \$185,000

greater than last year. 5) Admin – Revenues are about \$445,000 more than last year. This reflects \$220,000 of additional revenue received from the general fund for the Aquatics program. Expenditures are about \$100,000 more than last year. Overall, revenues over expenditures have improved by about \$340,000. 6) Capital Fund – Capital is about \$123,000 less than last year. Most Capital expenses are occurring out of fund 1950, due to the Parks and Open Space Master Plan. 7) 1400 – Overall, revenues are about \$1.6 million more than last year. Expenditures are about \$1.1 million greater than last year. Overall, revenues over expenditures are about \$2.6 million. Ending fund balance reserves are about \$3.4 million. 8) Golf – Revenues are about \$715,000 more than last year. Expenditures are about \$260,000 more than last year. Overall, revenues over expenditures are about \$455,000 more than last year. 9) Facility Improvement Fee – Revenues are about \$166,000 more than last year. Expenditures are about \$20,000 less than last year. YTD cash balance is about \$1.5 million. 10) 1950 – Mr. Buening presented a spreadsheet which gave an overview of 1950, detailing various expenses being paid out of the fund. 11) Riverfront Park Capital Redevelopment Bond – The current balance is about \$132,000.

Adjournment: The meeting adjourned at 4:14 p.m.

The next regularly scheduled meeting is 3 p.m. Sept. 7, 2021, via WebEx.

Spokane Park Board

Briefing Paper



Committee	Finance Committee		
Committee meeting date	Aug. 10, 2021		
Requester	Jason Conley	Phone number: 625-6211	
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/extension <input type="radio"/> Amendment/change order <input checked="" type="radio"/> Other		
City Clerks file (OPR or policy #)	OPR 2018-0094		
Item title: (Use exact language noted on the agenda)	Spokane Investment Pool (SIP) third installment resolution/Golf capital improvements		
Begin/end dates	Begins: 08/12/2021	Ends:	<input type="checkbox"/> Open ended
Background/history: In 2018, the Park Board approved an SIP loan in the amount of \$7.5 million to be repaid over a 15-year term. Each year, loan draw requests must come in the form of a resolution for Park Board consideration.			
Motion wording: Approve the resolution requesting a third installment from the Spokane Investment Pool (SIP) in the amount of \$2,500,000.			
Approvals/signatures outside Parks: <input type="radio"/> Yes <input type="radio"/> No If so, who/what department, agency or company: Name: _____ Email address: _____ Phone: _____			
Distribution: Parks – Accounting Parks – Pamela Clarke Requester: Jason Conley Grant Management Department/Name: _____			
Fiscal impact: <input 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>			

CITY OF SPOKANE PARK BOARD

RESOLUTION

A Resolution from Spokane Parks and Recreation Board of Directors, requesting a third installment from the Spokane Investment Pool (SIP) in the amount of \$2,500,000 to upgrade four City golf course irrigation systems, and other on-course and off-course improvements over the next four years.

WHEREAS, Spokane Parks and Recreation owns and operates four municipal golf courses open to the public, and

WHEREAS, after several decades of continuous operation, each City course is in need of major capital improvements, and

WHEREAS, the quality of the golf experience is directly correlated to course conditions, and

WHEREAS, Golf is operated as a City Enterprise Fund and must recover 100% of all expenditures each year, and

WHEREAS, Green fees paid by each golf participant account for Golf Fund revenues, and

WHEREAS, the Park Board desires to improve the condition of each course and improve the opportunity for additional revenue sources through both golf and non-golf opportunities, and

WHEREAS, Parks and Recreation has established a golf facility impact fee, earmarked to repay the SIP loan over the next 15 years of debt service, and

WHEREAS, the Park Board approved a \$7,500,000 SIP loan, with the first installment issued in 2018 at the amount of \$2,500,000 and a second installment in 2019 also at the amount of \$2,500,000 with future loan draw requests coming in the form of an annual Resolution, with the flexibility to adjust the schedule of borrowing, within the total amount stated above, and

WHEREAS, construction will continue in the fall of 2021, commencing with the installation of new irrigation system at Downriver golf course, in conjunction with a City funded Combined Sewer Overflow (CSO) project , and

NOW THEREFORE, IT IS HEREBY RESOLVED that the Park Board request a third and final installment from the Spokane Investment Pool (SIP) in the amount of \$2,500,000, said loan to be repaid over a 15-year term, with facility impact fees attached to the green fees associated with each round of golf to provide revenue for debt service of the SIP loan..

Dated this ____ day of August 20219.

Park Board President

Attest:

Approved as to form:

City Clerk

Assistant City Attorney

DRAFT

AGENDA SHEET FOR PARK BOARD MEETING OF: July 11, 2019



Submitting Division
Parks & Recreation

Contact Person
Jason Conley

Phone No.
625-6211

Department: ☒ Finance ☐ Operations ☐ Recreation/Golf ☐ Riverfront Park

Committee: ☒ Finance ☐ Golf ☐ Land ☐ Recreation ☐ Riverfront ☐ UFTC

Type of contract: ☐ New ☐ Renewal ☐ Amendment ☐ Extension ☒ Other

Beginning date: _____ Expiration date: _____ Open ended ☐

CLERKS' FILE OPR 2018-0094

RENEWAL

CROSS REF

ENG

BID

REQUISITION

AGENDA WORDING:

Approval of resolution requesting a second installment from the Spokane Investment Pool (SIP) in the amount of \$2,500,000, to upgrade the four City golf course irrigation systems, and other on-course and off-course improvements over the next four years.

RECEIVED

JUL 18 2019

BACKGROUND:

(Attach additional sheet if necessary)

CITY CLERK'S OFFICE

In 2018, the Park Board approved an SIP loan in the amount of \$7.5 million to be repaid over a 15-year term. Each year, loan draw requests must come in the form of a resolution for Park Board consideration.

RECOMMENDATION:

Approve the resolution requesting a second installment from the Spokane Investment Pool (SIP) in the amount of \$2,500,000.

ATTACHMENTS: Include in packets. See back of Agenda Sheet for specific supporting document requirements.

Park Board resolution and the approved 2018 resolution requesting a loan from the SIP in the amount of \$7.5 million to be repaid over a 15-year term.

SIGNATURES:

Requester - Jason Conley

Dept. Manager

Interim Director of Parks & Rec - Garrett Jones

Parks Accounting - Megan Qureshi

Legal Dept. - Pat Dalton

DISTRIBUTION:

Parks: Accounting

Parks: Pamela Clarke

Budget Manager:

Requester: Jason Conley

PARK BOARD ACTION:

APPROVED BY SPOKANE PARK BOARD

President

July 11, 2019

<u>Fiscal Impact</u>	<u>Budget Account</u>
Expenditure:	
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
Revenue:	
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____



Existing vendor



New vendor – If so, please include vendor packet



Supporting documents:



Quotes/Solicitation (RFP, RFQ, RFB)



W-9 (for new contractors/consultants/vendors)



Contractor is on the City's A&E Roster City of Spokane



ACH Forms (for new contractors/consultants/vendors)



Spokane Business registration expiration date: 3.31.2020



Insurance Certificate (minimum \$1 million in General

Liability)

CITY OF SPOKANE PARK BOARD

RESOLUTION

A Resolution from Spokane Parks and Recreation Board of Directors, requesting a second installment from the Spokane Investment Pool (SIP) in the amount of \$2,500,000 to upgrade four City golf course irrigation systems, and other on-course and off-course improvements over the next four years.

WHEREAS, Spokane Parks and Recreation owns and operates four municipal golf courses open to the public, and

WHEREAS, after several decades of continuous operation, each City course is in need of major capital improvements, and

WHEREAS, the quality of the golf experience is directly correlated to course conditions, and

WHEREAS, Golf is operated as a City Enterprise Fund and must recover 100% of all expenditures each year, and

WHEREAS, Green fees paid by each golf participant account for Golf Fund revenues, and

WHEREAS, the Park Board desires to improve the condition of each course and improve the opportunity for additional revenue sources through both golf and non-golf opportunities, and

WHEREAS, Parks and Recreation has established a golf facility impact fee, earmarked to repay the SIP loan over the next 15 years of debt service, and

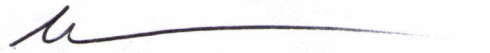
WHEREAS, the Park Board approved a \$7,500,000 SIP loan, with the first installment issued in 2018 at the amount of \$2,500,000 with future loan draw requests coming in the form of an annual Resolution, with the flexibility to adjust the schedule of borrowing, within the total amount stated above, and

WHEREAS, construction will continue in the fall of 2019, commencing with the installation of new irrigation system at Esmeralda golf course, along with the design of a new irrigation system at either Downriver or Qualchan golf course, and

NOW THEREFORE, IT IS HEREBY RESOLVED that the Park Board request a second installment from the Spokane Investment Pool (SIP) in the amount of \$2,500,000, said loan to be repaid over a 15-year term, with facility impact fees attached to the green fees associated with each round of golf to provide revenue for debt service of the SIP loan.

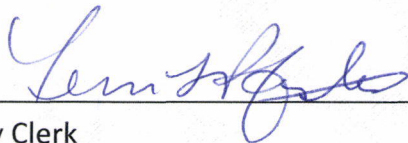
IT IS FURTHER RESOLVED, the Park Board, by way of Resolution, will request future loan disbursements for golf course improvements, as needed, with the total loan not to exceed \$7,500,000.

Dated this 11th day of July 2019.



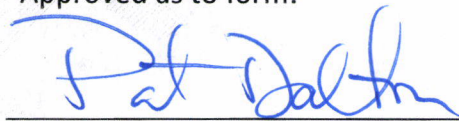
Park Board President

Attest:



City Clerk

Approved as to form:



Assistant City Attorney



02/12/18
AGENDA SHEET FOR PARK BOARD MEETING OF: Feb. 8, 2018



Submitting Division
Parks & Recreation

Contact Person
Jason Conley

Phone No.
625-6211

OPR 2018-0094

Department: ☒ Finance ☐ Operations ☒ Recreation/Golf ☐ Riverfront Park

Committee: ☒ Finance ☒ Golf ☐ Land ☐ Recreation ☐ Riverfront ☐ UFTC

Type of contract: ☐ New ☐ Renewal ☐ Amendment ☐ Extension ☐ Other

Beginning date: _____ Expiration date: _____ Open ended ☐

CLERKS' FILE _____
RENEWAL _____
CROSS REF _____
ENG _____
BID _____
REQUISITION _____

AGENDA WORDING:

Approval of resolution requesting a loan from the Spokane Investment Pool (SIP) in the amount of \$7,500,000, said to be repaid over a 15-year term, with facility impact fees attached to the green fees associated with each round of golf, with the 2018 loan disbursement to be in the amount of \$2,500,000 with disbursements and debt services to be generally in conformance with Exhibit A.

BACKGROUND:

(Attach additional sheet if necessary)

Request for a (SIP) loan in the amount of \$7,500,000 to upgrade four City golf course irrigation systems and other on-course and off-course improvements.

RECOMMENDATION:

Approve the resolution seeking a (SIP) loan in the amount of \$7,500,000 with the 2018 loan disbursement in the amount of \$2,500,000.

ATTACHMENTS: Include in packets. See back of Agenda Sheet for specific supporting document requirements.

Park Board Resolution and associated Exhibit.

SIGNATURES:

Requester - Jason Conley

Dept. Manager

Legal Dept. - Pat Dalton

Director of Parks & Rec - Leroy Eadie

Parks Accounting - Megan Qureshi

RECEIVED

DISTRIBUTION:

Parks: Accounting

Parks: Pamela Clarke

Budget Manager: Tim Dunivant

Requester: _____

FEB 12 2018

CITY CLERK'S OFFICE

PARK BOARD ACTION:

APPROVED BY SPOKANE PARK BOARD

President

Feb. 8, 2018

Fiscal Impact**Expenditure:**

Revenue:

Budget Account

☐

Existing vendor

☐

New vendor – If so, please include vendor packet

☐**Supporting documents:**☐

Quotes/Solicitation (RFP, RFQ, RFB)

☐

Contractor is on the City's A&E Roster City of Spokane

☐

Spokane Business registration expiration date: _____

☐

W-9 (for new contractors/consultants/vendors) ACH Forms

☐

(for new contractors/consultants/vendors) Insurance

☐

Certificate (minimum \$1 million in General Liability)

CITY OF SPOKANE PARK BOARD

RESOLUTION

A Resolution from the Spokane Park Board, requesting a loan from the Spokane Investment Pool (SIP) in the amount of \$7,500,000 to upgrade four City golf course irrigation systems and other on-course and off-course improvements over the next five years.

WHEREAS, Spokane Parks and Recreation owns and operates four municipal golf courses open to the public, and

WHEREAS, after several decades of continuous operation, each City course is in need of major capital improvements, and

WHEREAS, the quality of the golf experience is directly correlated to course conditions, and

WHEREAS, Golf is operated as a City Enterprise Fund and must recover 100% of all expenditures each year, and

WHEREAS, Green fees paid by each golf participant account for Golf Fund revenues, and

WHEREAS, the Park Board desires to improve the condition of each course and improve the opportunity for additional revenue sources through both golf and non-golf opportunities, and

WHEREAS, Parks and Recreation has established a golf facility impact fee, earmarked to repay the SIP loan over the next 15 years of debt service, and

WHEREAS, the Park Board is requesting a \$7,500,000 SIP loan, with the first installment to be issued in 2018 at the amount of \$2,500,000 with future loan draw requests coming in the form of annual Resolution, with the flexibility to adjust the schedule of borrowing, within the total amount stated above, and

WHEREAS, construction will start in the fall of 2018, commencing with the installation of new irrigation system at Indian Canyon golf course, along with the design of a new irrigation system at Esmeralda golf course, and

WHEREAS, Parks and Recreation staff have agreed to confirm the compensation to be paid each affected golf professional prior start of any construction, to identify the source of funds for such compensation, and to have such compensation approved by the Park Board prior to commencement of any construction, and

WHEREAS, the Golf Fund is hiring a Golf Manager who will work with the Park Board to seek out additional revenue funding sources by jointly creating a golf strategic plan that will explore sponsorships, event marketing, golf, and non-golf revenue activities at each course, and

WHEREAS, the Park Board will commit to review all Golf Fund expenditures and determine if the Park Fund is incorrectly appropriating internal expenditures to the Golf Fund, and

WHEREAS, the Park Board will commit to review all Park Fund revenues and determine if the Park Fund is correctly appropriating the proper pro rata share of revenues to the Golf Fund, and

NOW THEREFORE, IT IS HEREBY RESOLVED that the Park Board request a loan from the Spokane Investment Pool (SIP) in the amount of \$7,500,000, said loan to be repaid over a 15-year term, with facility impact fees attached to the green fees associated with each round of golf to provide revenue for debt service of the SIP loan, and with the 2018 loan disbursement to be in the amount of \$2,500,000, with disbursements and debt services to be generally in conformance with attached Exhibit A, as circumstances dictate, and

IT IS FURTHER RESOLVED, the Park Board, by way of Resolution, will request future loan disbursements for golf course improvements as needed, with the total loan not to exceed \$7,500,00, and

IT IS FURTHER RESOLVED, prior to commencement of any construction, Parks and Recreation staff shall confirm the compensation to be paid each affected golf professional and identify the source of funds for such compensation, and shall have such compensation approved by the Park Board.


Dated this 8th day of February 2018.



Attest:

City Clerk

(02/12/18)


Park Board President

Approved as to form:


Assistant City Attorney

Public Safety Capital

<u>SIP Loan//</u>	<u>Annual</u>	<u>Semi-Annual</u>	<u>Rate Calc</u>	<u>2/5/2018</u>	<u>interpolated</u>	<u>add 75 bp's</u>
Assumed Rate		3.60%	10 yr treasury	2.77%		
Periods	15	30	20 yr treasury	2.92%		
			15 yr treasury		2.85%	3.60%

Department Capital:

	2018	2019	2020	2021	Capital
Golf	\$ 292,000	\$ 438,000	\$ 730,000	\$ 730,000	\$ 7,500,000
Available Funding	\$ -	\$ -	\$ -	\$ -	\$ -
Total to be Financed	\$ 292,000	\$ 438,000	\$ 730,000	\$ 730,000	\$ 7,500,000

Debt Service:

	1 2018	2 2019	3 2020	4 2021	5 2022	6 2023	7 2024	8 2025	9 2026	10 2027	11 2028	12 2029	13 2030	14 2031	15 2032	16 2033	17 2034	18 2035
2018 Borrowings	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ -	\$ -	\$ -
2019 Borrowings		\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ -	\$ -
2020 Borrowings			\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ -
2021 Borrowings				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ 217,082	\$ 434,163	\$ 651,245	\$ 651,245	\$ 651,245	\$ 651,245	\$ 651,245	\$ 651,245	\$ 651,245	\$ 651,245	\$ 651,245	\$ 651,245	\$ 651,245	\$ 651,245	\$ 651,245	\$ 434,163	\$ 217,082	\$ -

	# Rounds	146,000	146,000	146,000	146,000	146,000	146,000	146,000	146,000	146,000	146,000	146,000	146,000	146,000	146,000	146,000	146,000	146,000
Cap Fac Fee	2.00	\$ 3.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00
Available Funding:	\$ 292,000	\$ 438,000	\$ 730,000	\$ 730,000	\$ 730,000	\$ 730,000	\$ 730,000	\$ 730,000	\$ 730,000	\$ 730,000	\$ 730,000	\$ 730,000	\$ 730,000	\$ 730,000	\$ 730,000	\$ 730,000	\$ 730,000	\$ 730,000
Excess Available	\$ 74,918	\$ 3,837	\$ 78,755	\$ 78,755	\$ 78,755	\$ 78,755	\$ 78,755	\$ 78,755	\$ 78,755	\$ 78,755	\$ 78,755	\$ 78,755	\$ 78,755	\$ 78,755	\$ 78,755	\$ 295,837	\$ 512,918	\$ 730,000
Cumulative Excess		\$ 78,755	\$ 157,510	\$ 236,266	\$ 315,021	\$ 393,776	\$ 472,531	\$ 551,286	\$ 630,042	\$ 708,797	\$ 787,552	\$ 866,307	\$ 945,063	\$ 1,023,818	\$ 1,102,573	\$ 1,398,410	\$ 1,911,328	\$ 2,641,328

AGENDA SHEET FOR PARK BOARD MEETING OF: Feb. 8, 2018



Submitting Division
Parks & Recreation

Contact Person
Jason Conley

Phone No.
625-6211

OPR 2018-0094

Department: ☒ Finance ☐ Operations ☒ Recreation/Golf ☐ Riverfront Park

Committee: ☒ Finance ☒ Golf ☐ Land ☐ Recreation ☐ Riverfront ☐ UFTC

Type of contract: ☐ New ☐ Renewal ☐ Amendment ☐ Extension ☐ Other

Beginning date: _____ Expiration date: _____ Open ended ☐

CLERKS' FILE	_____
RENEWAL	_____
CROSS REF	_____
ENG	_____
BID	_____
REQUISITION	_____

AGENDA WORDING:

Approval of resolution requesting a loan from the Spokane Investment Pool (SIP) in the amount of \$7,500,000, said to be repaid over a 15-year term, with facility impact fees attached to the green fees associated with each round of golf, with the 2018 loan disbursement to be in the amount of \$2,500,000 with disbursements and debt services to be generally in conformance with Exhibit A.

BACKGROUND:

(Attach additional sheet if necessary)

Request for a (SIP) loan in the amount of \$7,500,000 to upgrade four City golf course irrigation systems and other on-course and off-course improvements.

RECOMMENDATION:

Approve the resolution seeking a (SIP) loan in the amount of \$7,500,000 with the 2018 loan disbursement in the amount of \$2,500,000.

ATTACHMENTS: Include in packets. See back of Agenda Sheet for specific supporting document requirements.

Park Board Resolution and associated Exhibit.

SIGNATURES:

Requester - Jason Conley

Dept. Manager

Director of Parks & Rec - Leroy Eadie

Parks Accounting - Megan Qureshi

Legal Dept. - Pat Dalton

RECEIVED

DISTRIBUTION:

Parks: Accounting

Parks: Pamela Clarke

Budget Manager: Tim Dunivant

Requester: _____

FEB 12 2018

CITY CLERK'S OFFICE

PARK BOARD ACTION:

APPROVED BY SPOKANE PARK BOARD

President

Feb. 8, 2018

Fiscal Impact**Expenditure:**

Revenue:

Budget Account

☐

Existing vendor

☐

New vendor – If so, please include vendor packet

☐**Supporting documents:**☐

Quotes/Solicitation (RFP, RFQ, RFB)

☐

Contractor is on the City's A&E Roster City of Spokane

☐

Spokane Business registration expiration date: _____

☐

W-9 (for new contractors/consultants/vendors) ACH Forms

☐

(for new contractors/consultants/vendors) Insurance

☐

Certificate (minimum \$1 million in General Liability)

CITY OF SPOKANE PARK BOARD**RESOLUTION**

A Resolution from the Spokane Park Board, requesting a loan from the Spokane Investment Pool (SIP) in the amount of \$7,500,000 to upgrade four City golf course irrigation systems and other on-course and off-course improvements over the next five years.

WHEREAS, Spokane Parks and Recreation owns and operates four municipal golf courses open to the public, and

WHEREAS, after several decades of continuous operation, each City course is in need of major capital improvements, and

WHEREAS, the quality of the golf experience is directly correlated to course conditions, and

WHEREAS, Golf is operated as a City Enterprise Fund and must recover 100% of all expenditures each year, and

WHEREAS, Green fees paid by each golf participant account for Golf Fund revenues, and

WHEREAS, the Park Board desires to improve the condition of each course and improve the opportunity for additional revenue sources through both golf and non-golf opportunities, and

WHEREAS, Parks and Recreation has established a golf facility impact fee, earmarked to repay the SIP loan over the next 15 years of debt service, and

WHEREAS, the Park Board is requesting a \$7,500,000 SIP loan, with the first installment to be issued in 2018 at the amount of \$2,500,000 with future loan draw requests coming in the form of annual Resolution, with the flexibility to adjust the schedule of borrowing, within the total amount stated above, and

WHEREAS, construction will start in the fall of 2018, commencing with the installation of new irrigation system at Indian Canyon golf course, along with the design of a new irrigation system at Esmeralda golf course, and

WHEREAS, Parks and Recreation staff have agreed to confirm the compensation to be paid each affected golf professional prior start of any construction, to identify the source of funds for such compensation, and to have such compensation approved by the Park Board prior to commencement of any construction, and

WHEREAS, the Golf Fund is hiring a Golf Manager who will work with the Park Board to seek out additional revenue funding sources by jointly creating a golf strategic plan that will explore sponsorships, event marketing, golf, and non-golf revenue activities at each course, and

WHEREAS, the Park Board will commit to review all Golf Fund expenditures and determine if the Park Fund is incorrectly appropriating internal expenditures to the Golf Fund, and

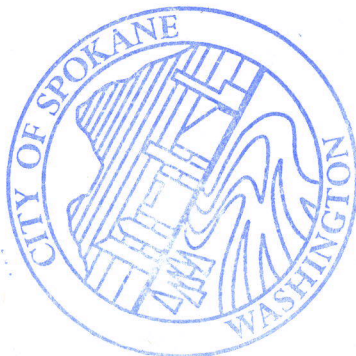
WHEREAS, the Park Board will commit to review all Park Fund revenues and determine if the Park Fund is correctly appropriating the proper pro rata share of revenues to the Golf Fund, and

NOW THEREFORE, IT IS HEREBY RESOLVED that the Park Board request a loan from the Spokane Investment Pool (SIP) in the amount of \$7,500,000, said loan to be repaid over a 15-year term, with facility impact fees attached to the green fees associated with each round of golf to provide revenue for debt service of the SIP loan, and with the 2018 loan disbursement to be in the amount of \$2,500,000, with disbursements and debt services to be generally in conformance with attached Exhibit A, as circumstances dictate, and

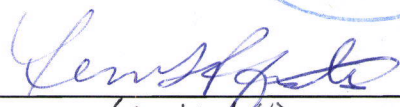
IT IS FURTHER RESOLVED, the Park Board, by way of Resolution, will request future loan disbursements for golf course improvements as needed, with the total loan not to exceed \$7,500,00, and

IT IS FURTHER RESOLVED, prior to commencement of any construction, Parks and Recreation staff shall confirm the compensation to be paid each affected golf professional and identify the source of funds for such compensation, and shall have such compensation approved by the Park Board.


Dated this 8th day of February 2018.



Attest:

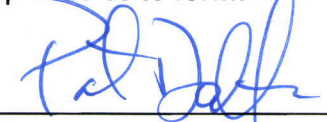


City Clerk (02/12/18)



Park Board President

Approved as to form:



Assistant City Attorney

Public Safety Capital

SIP Loan//	Annual	Semi-Annual	Rate Calc	2/5/2018	interpolated	add 75 bp's
Assumed Rate		3.60%	10 yr treasury	2.77%		
Periods	15	30	20 yr treasury	2.92%		
			15 yr treasury		2.85%	3.60%

Department Capital:

Golf
Available Funding

2018	2019	2020	2021	Capital
\$ 2,500,000	\$ 2,500,000	\$ 2,500,000	\$ -	\$ 7,500,000
\$ -	\$ -	\$ -	\$ -	\$ -
\$ 2,500,000	\$ 2,500,000	\$ 2,500,000	\$ -	\$ 7,500,000

Total to be Financed

Debt Service:

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
2018 Borrowings	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ -	\$ -	\$ -
2019 Borrowings		\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ -	\$ -
2020 Borrowings			\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ 217,082	\$ -
2021 Borrowings				\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

\$ 217,082	\$ 434,163	\$ 651,245	\$ 651,245	\$ 651,245	\$ 651,245	\$ 651,245	\$ 651,245	\$ 651,245	\$ 651,245	\$ 651,245	\$ 651,245	\$ 651,245	\$ 651,245	\$ 651,245	\$ 651,245	\$ 434,163	\$ 217,082	\$ -
------------	------------	------------	------------	------------	------------	------------	------------	------------	------------	------------	------------	------------	------------	------------	------------	------------	------------	------

# Rounds	146,000	146,000	146,000	146,000	146,000	146,000	146,000	146,000	146,000	146,000	146,000	146,000	146,000	146,000	146,000	146,000	146,000	146,000
Cap Fac Fee	\$ 2.00	\$ 3.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00	\$ 5.00
Available Funding:	\$ 292,000	\$ 438,000	\$ 730,000	\$ 730,000	\$ 730,000	\$ 730,000	\$ 730,000	\$ 730,000	\$ 730,000	\$ 730,000	\$ 730,000	\$ 730,000	\$ 730,000	\$ 730,000	\$ 730,000	\$ 730,000	\$ 730,000	\$ 730,000
Excess Available	\$ 74,918	\$ 3,837	\$ 78,755	\$ 78,755	\$ 78,755	\$ 78,755	\$ 78,755	\$ 78,755	\$ 78,755	\$ 78,755	\$ 78,755	\$ 78,755	\$ 78,755	\$ 78,755	\$ 78,755	\$ 295,837	\$ 512,918	\$ 730,000
Cumulative Excess		\$ 78,755	\$ 157,510	\$ 236,266	\$ 315,021	\$ 393,776	\$ 472,531	\$ 551,286	\$ 630,042	\$ 708,797	\$ 787,552	\$ 866,307	\$ 945,063	\$ 1,023,818	\$ 1,102,573	\$ 1,398,410	\$ 1,911,328	\$ 2,641,328

Spokane Park Board

Briefing Paper



Committee	Finance Committee		
Committee meeting date	Aug. 10, 2021		
Requester	Mark Buening	Phone number: 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 checked="" type="radio"/> New <input type="radio"/> Renewal/extension <input type="radio"/> Amendment/change order <input type="radio"/> Other		
City Clerks file (OPR or policy #)			
Item title: (Use exact language noted on the agenda)	2022 budget calendar and budget priorities		
Begin/end dates	Begins: 08/12/2021	Ends:	<input type="checkbox"/> Open ended
Background/history: Each year, Parks submits the division's proposed annual budget to City Council for adoption. The proposed budget, adopted by the Park Board, will be transmitted to City Council the beginning of November. The 2022 budget calendar outlines the steps and time line for the board to adopt the final requested 2022 budget at the Oct. 14 Park Board meeting. As part of this budget calendar, the 2022 initial budget will be presented to the board at the Aug. 12 Park Board meeting.			
Motion wording: Approve the proposed 2022 Parks and Recreation Division budget calendar and budget priorities as presented			
Approvals/signatures outside Parks: <input type="radio"/> Yes <input type="radio"/> No If so, who/what department, agency or company: Name: _____ Email address: _____ Phone: _____			
Distribution: Parks – Accounting Parks – Pamela Clarke Requester: Mark Buening Grant Management Department/Name: _____			
Fiscal impact: <input type="radio"/> Expenditure <input type="radio"/> Revenue Amount: _____ Budget code: _____ n/a			
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>			

2022 Budget Calendar Presentation

- August Committee Meetings – Staff will present the first run of the 2022 Budget to the Park Board Committees. This will include only salary and benefit changes and initial 2022 central service charges.
- The Committee members will have the month of August to review the budget, ask questions or request any additional clarifications or information. Parks staff will develop the 2022 Requested Budget during the month of August in the budget system.
- The individual Committees will forward their recommendations to the Finance Committee by no later than September 7th. Because of the timing of the City budget process, there will be continued budget refinements and discussion through the month of September.
- September 7th the Finance Committee forwards the Recommended 2022 budget to the Park Board; and the Park Board is scheduled to hear any public comment on the Parks and Recreation budget at the September 9th Park Board meeting.
- The Finance Committee then recommends a final 2022 Budget proposal to the Park Board on October 12th; and the Park Board is scheduled to adopt the final Requested 2022 Budget at the October 14th Park Board Meeting. There is typically central budget changes to salaries, benefits, and central charges during this time.
- After that, the Parks budget will be included in the City Budget and transmitted to the City Council in early November and in the past the City Budget was adopted in mid-December.

2022 Parks and Recreation Budget Priorities

Administration:

- Review all vacancies. Prioritize those we desire to fill and eliminate from the budget, any vacant position that no longer aligns with strategic goals.
- Create a new position: Inclusion Specialist/Volunteer Coordinator/Grant Writer
- Continue Fleet Pilot program, replacing expensive to maintain fleet with lease vehicles
- Continue to fund computer replacement, as many staff computers are over 5 years old

Operations:

- To be more inclusive of responsibilities, consider change in title of the overall “Park Ops or Operations” to another title to better include Natural Resources and Horticulture
- In an effort to continue to improve efficiencies, proceed with plan to centralize maintenance work under one maintenance operations umbrella:
 - Continue to move employees and resources to appropriate area including taking on the responsibilities of the sports complex maintenance
 - Balance responsibilities, reporting and resources available to the two Assistant Division Managers in the department
 - Move one M&P leadership position into another area and backfill with an L270 foreperson position
 - Continue with plan to share addition full-time staff resources with Riverfront Park during the winter season
- Work the Planning Department to correct permit funding deficiencies in Urban Forestry
- Create a trails category for the budget and assign staff to consistent maintenance in these areas
- Prepare to receive the responsibility of the city-wide Right-of-way Greenscapes and the opportunities/challenges presented
- Further evaluate the future of the Stores concept for the department
- Prepare for 3-4 employee retirements in key positions in the first half of 2022.
- Return to a full restroom season including opening all restrooms in early May
- Return to full mowing schedule for the entire growing season

Recreation:

- **Creating a succession strategy in the Recreation Division** so our community doesn’t feel the impacts of a drop or halt in the level of service if a highly skilled Recreation Supervisor retires or moved on to a new opportunity. There are several areas that this especially would impact: Therapeutic Recreation, Outdoor Recreation and Adult Athletics/Field Allocations.
 - Creating a chain of upward mobility opportunities increases morale and productivity and it also creates entry level opportunity’s creating equity for young graduates with fresh ideas that are more likely to stay with us if there is a potential for future growth.
 - The creation of an Adaptive/Inclusion/Volunteer Coordinator that works in tandem with TRS and Outdoor primarily will open us up for more inclusive programing, consistent volunteer policies and protocols

- The creation of a Recreation Aide position to assist with Adult Athletics and Field Allocations will increase revenue potential with added attention to the field and rv reservations in addition to aiding with the ever growing demand for adult recreational opportunities
- Promoting the Corbin Art Center Recreation Aide to a Recreation Assistant position will further prepare that area for success if and when the Supervisor retires
- Having a ¾ time Aquatics Maintenance person dedicated to keeping our 6 aquatics facilities functioning and in the best condition will save us financially and operationally
- **Expanding our Inclusion and Adaptive Programing to all areas of Recreation**
 - With the addition of a dedicated staff person working with staff and community members to ensure successful recreation participation for all ability levels.
- **Addressing Deferred Maintenance needs**
 - Our aquatic facilities are starting to show their age on their decks, tanks, etc, attention to these issues through a dedicated aquatics maintenance staff person would help keep these facilities looking and functioning to their best ability.
 - Corbin Art Center – has several areas that are also in desperate need of attention; the veranda, painting, rain gutter replacement, and refinishing of the interior hard wood floors.

Riverfront:

- **Organizational strength:** Fill Riverfront fulltime vacant positions. Completed assessment on family of ranger classifications to better adapt to Division wide needs.
- **Naming:** Complete the naming rights sponsorship for the US Pavilion.
- **Normalize and Formalize Operations:** Improve existing program and services. Document procedures and policies across Riverfront operational areas.
- **Implement Efficiencies:** Source and implement event management software and activate City Works workorder software. Advance efforts to more efficiently schedule temp seasonal employees when needed.
- **Cost recovery:** Seek alternative funding sources, adjust fees and charges, prioritize expenditures, and modify budget structure to reflect concessionaire service delivery method.
- **Philanthropic Support:** Support growth of friends of Riverfront Park and close Campaign for Riverfront.

Marketing and Communications:

- Sponsorship plan roll-out
- Volunteer recruitment growth, and support of “Friends of” groups
- Support of reservations/weddings marketing (to the level it can be implemented by operations)

City of Spokane - Parks & Recreation
Fund 1400 - Natural Resources
2022 Initial Budget

	2020 Actual	2021 Adopted Budget	2021 Thru July	2022 Initial Budget
<u>Revenues</u>				
General Fund Transfer	66,000	66,000	66,000	66,000
Program Revenue	16,125	91,000	86,590	91,000
Total Revenue	82,125	157,000	152,590	157,000
<u>ExpenditureCategories:</u>				
Salaries & Wages	429,178	527,994	263,768	529,700
Personnel Benefits	152,829	202,101	91,709	208,296
Supplies	9,399	30,550	6,860	30,550
Svcs. & Charges	97,509	207,255	64,652	207,255
Interfund Services	12,615	26,149	787	25,339
Operating Transfers		2,641		2,641
Capital Outlay				
Total Expenditures	701,531	996,690	427,777	1,003,781
Net Revenues minus Expenditures	(619,406)	(839,690)	(275,187)	(846,781)

**City of Spokane - Parks & Recreation
Fund 1400 - Park Operations
2022 Initial Budget**

	2020 Actual	2021 Adopted Budget	2021 Thru July	2022 Initial Budget
Revenues	91,840	200,430	50,914	200,430
<u>ExpenditureCategories:</u>				
Salaries & Wages	1,974,525	2,862,046	1,149,172	2,840,859
Personnel Benefits	714,885	886,883	412,917	880,797
Supplies	92,561	179,500	55,781	179,500
Svcs. & Charges	1,015,205	1,078,509	478,424	1,078,509
Interfund Services	2,552		1,165	
Operating Transfers	-	25,526		25,526
Capital Outlay	-			
Total Expenditures	3,799,728	5,032,464	2,097,459	5,005,191
Net Revenues minus Expenditures	(3,707,888)	(4,832,034)	(2,046,545)	(4,804,761)

City of Spokane - Parks & Recreation
Fund 1400 - Riverfront Park
2022 Initial Budget

	2020 Actual	2021 Adopted Budget	2021 Thru July	2022 Initial Budget
Revenues	1,018,962	4,186,300	961,634	4,186,300
<u>ExpenditureCategories:</u>				
Salaries & Wages	1,469,180	2,506,870	880,200	2,466,424
Personnel Benefits	481,679	712,133	275,870	726,917
Supplies	127,529	691,400	112,388	691,400
Svcs. & Charges	504,837	800,540	333,971	800,540
Interfund Services	1,326	20,000	172	20,000
Operating Transfers	173,976	242,531	118,745	242,531
Capital Outlay				
Reserve for Budget Adjustment				
Total Expenditures	2,758,526	4,973,474	1,721,347	4,947,812
Net Revenues minus Expenditures	(1,739,564)	(787,174)	(759,713)	(761,512)

City of Spokane - Parks & Recreation
Fund 1400 - Recreation
2022 Initial Budget

	2020 Actual	2021 Adopted Budget	2021 Thru July	2022 Initial Budget
Revenues	300,623	1,377,716	680,363	1,377,716
<u>ExpenditureCategories:</u>				
Salaries & Wages	786,601	1,628,112	900,632	1,609,321
Personnel Benefits	276,015	346,988	212,609	348,408
Supplies	101,526	258,960	102,393	258,960
Svcs. & Charges	987,420	1,316,952	527,377	1,316,952
Interfund Services	23,115	16,950	18,252	16,950
Operating Transfers				
Capital Outlay				
Total Expenditures	2,174,676	3,567,962	1,761,263	3,550,591
Net Revenues minus Expenditures	(1,874,053)	(2,190,246)	(1,080,899)	(2,172,875)

City of Spokane - Parks & Recreation
Fund 1400 - Administration
2022 Initial Budget

	2020 Actual	2021 Adopted Budget	2021 Thru July	2022 Initial Budget
Revenues	17,872,229	16,690,610	9,948,710	17,639,476
<u>ExpenditureCategories:</u>				
Salaries & Wages	2,032,304	2,305,713	1,135,337	2,295,453
Personnel Benefits	693,218	815,128	393,120	837,489
Supplies	65,550	170,800	28,060	170,800
Svcs. & Charges	458,261	659,377	224,661	659,377
Interfund Services	2,108,589	2,474,233	1,325,854	2,727,933
Operating Transfers	650,512	69,306	26,949	69,306
Reserve for Budget Adj.		(9,784)		125,000
Capital Outlay	2,464,838	1,025,000	168,227	1,025,000
Total Expenditures	8,473,272	7,509,773	3,302,208	7,910,358
Net Revenues minus Expenditures	9,398,957	9,180,837	6,646,502	9,729,118

City of Spokane - Parks & Recreation
Fund 1400 -- Parks Fund
2022 Initial Budget

	2020 Actual	2021 Adopted Budget	2021 Thru July	2022 Initial Budget
<u>Revenues</u>				
General Fund Transfer	15,171,223	15,958,647	9,234,825	16,907,513
Wastewater Utility Transfer	448,458	461,463	461,463	461,463
All Other Program Revenue	3,746,099	6,201,946	2,097,923	6,201,946
Grant Revenues	59,883	1,000,000		1,000,000
Total Revenues	19,425,663	23,622,056	11,794,211	24,570,922
<u>ExpenditureCategories:</u>				
Salaries & Wages	6,691,788	9,830,735	4,329,109	9,741,757
Personnel Benefits	2,318,626	2,963,233	1,386,224	3,001,907
Supplies	396,565	1,331,210	319,394	1,331,210
Svcs. & Charges	3,063,232	4,072,733	1,629,086	4,072,733
Interfund Services	2,148,196	2,537,332	1,346,230	2,790,222
Operating Transfers	824,488	340,004	145,694	340,004
Reserve for Budget Adj.		(9,784)		125,000
Capital Outlay	2,464,838	1,025,000	168,227	1,025,000
Grant Expenditures	124,304	1,000,000	39,912	1,000,000
Total Expenditures	18,032,038	23,090,463	9,363,877	23,427,833
Net Revenues minus Expenditures	1,393,625	531,593	2,430,334	1,143,089

City of Spokane - Parks & Recreation
Fund 4600 - Golf fund
2022 Initial Budget

	2020 Actual	2021 Adopted Budget	2021 Thru July	2022 Initial Budget
Revenues	4,208,134	4,025,270	3,302,085	4,025,270
<u>ExpenditureCategories:</u>				
Salaries & Wages	1,141,306	1,274,381	694,027	1,300,200
Personnel Benefits	372,325	333,870	228,427	346,466
Supplies	297,500	316,920	163,821	316,920
Svcs. & Charges	997,419	994,076	459,081	994,076
Intergovernmental Services				
Interfund Services	253,801	257,387	135,683	265,787
Operating Transfers	121,350	211,867	40,977	211,867
Reserve for Budget Adj.		42,000		42,000
Debt Service	39,679		26,949	
Capital Outlay	386,917	320,000	8,168	320,000
Total Expenditures	3,610,297	3,750,501	1,757,133	3,797,316
Net Revenues minus Expenditures	597,837	274,769	1,544,952	227,954

City of Spokane - Parks & Recreation

Natural Resources

Financial Report

July 2021

	ADOPTED BUDGET 2021	2021 ADOPTED BUDGET Balance	2020 YTD Actual	2021 YTD Actual	2020-2021 YTD Difference	2020 YTD % OF BUDGET	2021 YTD % OF BUDGET	Change in %
Revenue:								
Program Revenue	91,000	3,901	35,987	87,099	\$ 51,112	39.5%	95.7%	56.17%
Operating Transfers	66,000	-	66,000	66,000	\$ -	100.0%	100.0%	
TOTAL REVENUE:	\$ 157,000	\$ 3,901	101,987	\$ 153,099	\$ 51,112	65.0%	97.5%	32.56%
Expenditures:								
Salaries and Wages	527,994	264,226	241,904	263,768	\$ (21,864)	45.9%	50.0%	4.04%
Personnel Benefits	202,101	110,392	87,098	91,709	\$ (4,610)	46.5%	45.4%	-1.13%
Supplies	30,550	23,690	2,722	6,860	\$ (4,138)	8.9%	22.5%	13.55%
Services and Charges	207,255	142,603	33,831	64,652	\$ (30,822)	16.3%	31.2%	14.87%
Interfund Payments	26,149	25,362	-	787	\$ (787)		3.0%	3.01%
Subtotal Op. Exp.	\$ 994,049	\$ 566,272	365,555	\$ 427,777	\$ (62,222)	37.5%	43.0%	5.57%
Transfers Out	2,641	2,641	-	-	\$ -			
TOTAL EXPENDITURES:	\$ 996,690	\$ 568,913	365,555	\$ 427,777	\$ (62,222)	37.4%	42.9%	5.55%
Total Funding: (Rev. less Exp.)	\$ (839,690)		\$ (263,567)	\$ (274,678)	\$ (11,111)			

City of Spokane - Parks & Recreation
Recreation
Financial Report
July 2021

	ADOPTED BUDGET 2021	2021 ADOPTED BUDGET Balance	2020 YTD Actual	2021 YTD Actual	2020-2021 YTD Difference	2020 YTD % OF BUDGET	2021 YTD % OF BUDGET	Change in %
<u>Revenue:</u>								
Program Revenue	1,377,716	669,814	196,447	707,902	\$ 511,455	14.3%	51.4%	37.12%
TOTAL REVENUE:	\$ 1,377,716	\$ 669,814	196,447	\$ 707,902	\$ 511,455	14.3%	51.4%	37.12%
<u>Expenditures:</u>								
Salaries and Wages	1,628,112	727,480	460,802	900,632	\$ (439,830)	29.1%	55.3%	26.19%
Personnel Benefits	346,988	134,379	160,430	212,609	\$ (52,179)	49.5%	61.3%	11.78%
Supplies	258,960	156,567	59,950	102,393	\$ (42,443)	23.2%	39.5%	16.39%
Services and Charges	1,316,952	789,575	447,614	527,377	\$ (79,762)	33.9%	40.0%	6.19%
Interfund Payments	16,950	(1,302)	11,447	18,252	\$ (6,805)	67.5%	107.7%	40.14%
Subtotal Op. Exp.	\$ 3,567,962	\$ 1,806,699	1,140,243	\$ 1,761,263	\$ (621,019)	32.5%	49.4%	16.82%
Transfers Out	-	-	-	-	\$ -			
TOTAL EXPENDITURES:	\$ 3,567,962	\$ 1,806,699	1,140,243	\$ 1,761,263	\$ (621,019)	32.5%	49.4%	16.82%
Total Funding: (Rev. less Exp.)	\$ (2,190,246)		\$ (943,796)	\$ (1,053,360)	\$ (109,564)			

City of Spokane - Parks & Recreation

Riverfront Park

Financial Report

July 2021

	ADOPTED BUDGET 2021	2021 ADOPTED BUDGET Balance	2020 YTD Actual	2021 YTD Actual	2020-2021 YTD Difference	2020 YTD % OF BUDGET	2021 YTD % OF BUDGET	Change in %
<u>Revenue:</u>								
Program Revenue	4,186,300	3,070,659	517,961	1,115,641	\$ 597,680	12.4%	26.6%	14.28%
Operating Transfers	-	-	-	-	\$ -			
TOTAL REVENUE:	\$ 4,186,300	\$ 3,070,659	517,961	\$ 1,115,641	\$ 597,680	12.4%	26.6%	14.28%
<u>Expenditures:</u>								
Salaries and Wages	2,506,870	1,626,670	865,256	880,200	\$ (14,944)	35.9%	35.1%	-0.78%
Personnel Benefits	712,133	436,263	282,771	275,870	\$ 6,901	42.4%	38.7%	-3.66%
Supplies	691,400	579,012	66,796	112,388	\$ (45,592)	9.7%	16.3%	6.59%
Services and Charges	800,540	466,569	213,299	333,971	\$ (120,673)	27.9%	41.7%	13.80%
Interfund Payments	20,000	19,828	-	172	\$ (172)		0.9%	0.86%
Subtotal Op. Exp.	\$ 4,730,943	\$ 3,128,341	1,428,123	\$ 1,602,602	\$ (174,479)	31.4%	33.9%	2.51%
Transfers Out	242,531	123,786	19,160	118,745	\$ (99,585)	7.9%	49.0%	41.06%
TOTAL EXPENDITURES:	\$ 4,973,474	\$ 3,252,127	1,447,282	\$ 1,721,347	\$ (274,064)	30.2%	34.6%	4.43%
Total Funding: (Rev. less Exp.)	\$ (787,174)		\$ (929,321)	\$ (605,705)	\$ 323,616			

City of Spokane - Parks & Recreation

Park Operations

Financial Report

July 2021

	ADOPTED BUDGET 2021	2021 ADOPTED BUDGET Balance	2020 YTD Actual	2021 YTD Actual	2020-2021 YTD Difference	2020 YTD % OF BUDGET	2021 YTD % OF BUDGET	Change in %
<u>Revenue:</u>								
Program Revenue	200,430	145,952	67,288	54,478	\$ (12,810)	33.6%	27.2%	-6.39%
TOTAL REVENUE:	\$ 200,430	\$ 145,952	67,288	\$ 54,478	\$ (12,810)	33.6%	27.2%	-6.39%
<u>Expenditures:</u>								
Salaries and Wages	2,862,046	1,712,874	1,117,185	1,149,172	\$ (31,987)	38.8%	40.2%	1.32%
Personnel Benefits	886,883	473,966	413,876	412,917	\$ 960	48.8%	46.6%	-2.28%
Supplies	179,500	123,719	43,399	55,781	\$ (12,382)	24.2%	31.1%	6.90%
Services and Charges	1,078,509	600,085	350,410	478,424	\$ (128,014)	32.5%	44.4%	11.87%
Capital Outlay	-	-	-	-	\$ -			
Interfund Payments	-	(1,165)	-	1,165	\$ (1,165)		#DIV/0!	#DIV/0!
Subtotal Op. Exp.	\$ 5,006,938	\$ 2,909,479	1,924,871	\$ 2,097,459	\$ (172,588)	38.6%	41.9%	3.26%
Transfers Out	25,526	25,526	-	-	\$ -			
TOTAL EXPENDITURES:	\$ 5,032,464	\$ 2,935,005	1,924,871	\$ 2,097,459	\$ (172,588)	38.4%	41.7%	3.24%
Total Funding: (Rev. less Exp.)	\$ (4,832,034)		\$ (1,857,583)	\$ (2,042,981)	\$ (185,398)			

City of Spokane - Parks & Recreation
Administration
Financial Report
July 2021

	ADOPTED BUDGET 2021	2021 ADOPTED BUDGET Balance	2020 YTD Actual	2021 YTD Actual	2020-2021 YTD Difference	2020 YTD % OF BUDGET	2021 YTD % OF BUDGET	Change in %
<u>Revenue:</u>								
Program Revenue	336,500	237,998	109,341	98,502	\$ (10,838)	32.5%	29.3%	-3.22%
Operating Transfers	16,354,110	6,503,822	9,394,890	9,850,288	\$ 455,398	60.4%	60.2%	-0.20%
TOTAL REVENUE:	\$ 16,690,610	\$ 6,741,820	9,504,231	\$ 9,948,790	\$ 444,560	59.8%	59.6%	-0.24%
<u>Expenditures:</u>								
Salaries and Wages	2,295,929	1,160,592	1,168,702	1,135,337	\$ 33,365	48.6%	49.4%	0.80%
Personnel Benefits	815,128	422,008	405,519	393,120	\$ 12,399	51.8%	48.2%	-3.54%
Supplies	170,800	142,740	35,360	28,060	\$ 7,300	20.7%	16.4%	-4.27%
Services and Charges	659,377	434,716	260,297	224,661	\$ 35,636	41.9%	34.1%	-7.86%
Interfund Services	2,474,233	1,148,379	1,155,080	1,325,854	\$ (170,774)		53.6%	
Subtotal Op. Exp.	\$ 6,415,467	\$ 3,308,436	3,024,958	\$ 3,107,031	\$ (82,073)	47.2%	48.4%	1.21%
Transfers Out	69,306	42,357	4,348	26,949	\$ (22,601)	6.3%	38.9%	32.61%
TOTAL EXPENDITURES:	\$ 6,484,773	\$ 3,350,793	3,029,306	\$ 3,133,980	\$ (104,674)	46.8%	48.3%	1.54%
Total Funding: (Rev. less Exp.)	\$ 10,205,837		\$ 6,474,924	\$ 6,814,810	\$ 339,886			

City of Spokane - Parks & Recreation
Capital
Financial Report
July 2021

	ADOPTED BUDGET 2021	2021 ADOPTED BUDGET Balance	2020 YTD Actual	2021 YTD Actual	2020-2021 YTD Difference	2020 YTD % OF BUDGET	2021 YTD % OF BUDGET	Change in %
<u>Revenue:</u>								
Grants Revenue	1,000,000	1,000,000	18,852	-	\$ (18,852)	1.1%		-1.08%
<u>Expenditures:</u>								
Capital Outlay	2,025,000	1,816,860	331,441	208,140	\$ 123,301	12.6%	10.3%	-2.35%

City of Spokane - Parks & Recreation
Parks Fund -- 1400
Financial Report
July 2021

	ADOPTED BUDGET 2021	2021 ADOPTED BUDGET Balance	2020 YTD Actual	2021 YTD Actual	2020-2021 YTD Difference	2020 YTD % OF BUDGET	2021 YTD % OF BUDGET	Change in %
<u>Operating Revenue:</u>								
Program Revenue	6,191,946	4,128,324	927,024	2,063,622	\$ 1,136,598	14.5%	33.3%	18.81%
Operating Transfers	16,420,110	6,503,822	9,460,890	9,916,288	\$ 455,398	60.6%	60.4%	-0.21%
Grant Revenue	1,010,000		18,852					
Total Operating Revenue:	\$ 23,622,056	\$ 11,642,146	10,406,766	\$ 11,979,910	\$ 1,573,144	43.8%	50.7%	6.91%
<u>Operating Expenses:</u>								
Salaries and Wages	9,820,951	5,491,842	3,853,850	4,329,109	\$ (475,260)	39.3%	44.1%	4.75%
Personnel Benefits	2,963,233	1,577,009	1,349,695	1,386,224	\$ (36,529)	48.0%	46.8%	-1.27%
Supplies	1,331,210	1,011,816	221,416	319,394	\$ (97,978)	16.6%	24.0%	7.36%
Services and Charges	4,072,733	2,443,647	1,305,569	1,629,086	\$ (323,516)	32.6%	40.0%	7.38%
Interfund Payments	2,537,332	1,191,102	1,166,527	1,346,230	\$ (179,703)	46.9%	53.1%	6.20%
Total Operating Expenses:	\$ 20,725,459	\$ 11,715,416	7,897,057	\$ 9,010,043	\$ (1,112,986)	38.7%	43.5%	4.82%
Net Op. Income (Loss):	\$ 2,896,597	\$ (73,270)	2,509,709	\$ 2,969,867	\$ 460,158	5.2%	7.2%	2.09%
<u>Other Financial Activity:</u>								
Capital Outlay	2,025,000	2,233,140	(331,441)	(208,140)	\$ (123,301)	-12.6%	-10.3%	2.35%
Transfers Out	340,004	485,698	(23,508)	(145,694)	\$ 122,186	-4.4%	-42.9%	-38.43%
Total Other Activity:	\$ 2,365,004	\$ 2,718,838	(354,949)	\$ (353,834)	\$ (1,116)	-11.2%	-15.0%	-3.72%
Total Funding:	\$ 531,593	\$ 2,645,567	\$ 2,154,760	\$ 2,616,034	\$ 461,274			
(Rev. less Exp.)								

Beginning Fund Balance	\$ 2,327,936
5% Reserve Requirement	\$ (1,154,523)
Revenue Stabilization Reserve	\$ (400,000)
Beginning Reserves	\$ 773,413
Net Revenue (Expense)	\$ 2,616,034
Ending Fund Balance Reserves	\$ 3,389,447

City of Spokane - Parks & Recreation
Golf Fund -- 4600 (w/o Facility Improvemen
Financial Report
July 2021

	ADOPTED BUDGET 2021	2021 ADOPTED BUDGET Balance	2020 YTD Actual	2021 YTD Actual	2020-2021 YTD Difference	2020 YTD % OF BUDGET	2021 YTD % OF BUDGET	Change in %
Revenue:								
Program Revenue	4,025,270	770,142	2,293,730	3,255,128	\$ 961,398	57.0%	80.9%	23.88%
Pre-Sale Revenue		(181,318)	130,199	181,318	\$ 51,119			
Facility Improvement Fee	-		(377,538)	(543,611)	\$ (166,073)			
Other Transfers In	-	-	131,652		\$ (131,652)			
TOTAL REVENUE:	\$ 4,025,270	\$ (1,132,435)	2,178,043	\$ 2,892,835	\$ 714,792	54.1%	71.9%	17.76%
Expenditures:								
Salaries and Wages	1,316,381	622,354	580,932	694,027	\$ (113,096)	46.4%	52.7%	6.28%
Personnel Benefits	333,870	105,443	203,043	228,427	\$ (25,384)	62.8%	68.4%	5.61%
Supplies	316,920	153,099	109,086	163,821	\$ (54,735)	34.4%	51.7%	17.27%
Services and Charges	994,076	534,995	355,354	459,081	\$ (103,727)	34.9%	46.2%	11.31%
Interfund Payments	257,387	121,704	139,925	135,683	\$ 4,243	51.0%	52.7%	1.74%
Subtotal Op. Exp.	\$ 3,218,634	\$ 1,537,595	1,388,341	\$ 1,681,039	\$ (292,698)	43.6%	52.2%	8.63%
Capital Outlay	320,000	311,833	460	8,168	\$ (7,707)	0.2%	2.6%	2.40%
Transfers Out	211,867	143,941	109,087	67,926	\$ 41,161	22.6%	32.1%	9.49%
TOTAL EXPENDITURES:	\$ 3,750,501	\$ 1,993,368	1,497,889	\$ 1,757,133	\$ 259,244	37.8%	46.9%	9.05%
Total Funding: (Rev. less Exp.)	\$ 274,769		\$ 680,154	\$ 1,135,702	\$ 455,548			

* Beginning Fund Balance	\$ (70,885)
Less 7% Reserve Requirement	\$ (262,535)
Beginning Year Reserves	\$ (333,420)
YTD Change in Cash	\$ 1,135,702
YTD Available Cash	\$ 802,282

* 2021 Beginning Fund Balance does not include the FIF reserve of \$1,014,825

City of Spokane - Parks & Recreation
Facility Improvement Fee -- Subset of the Golf Fund
Financial Report
July 2021

	2020 July Actual	2021 July Actual	2020-2021 Monthly Difference	2020 YTD Actual	2021 YTD Actual	2020-2021 YTD Difference
<u>Revenue:</u>						
Revenue:	128,553	122,043	\$ (6,510)	377,538	543,611	\$ 166,073
<u>Expenditures:</u>						
Debt Service Payments	-	-	\$ -	60,675	40,977	\$ 19,698

Beginning Fund Balance	\$ 1,014,825
YTD Revenues	\$ 543,611
YTD Debt Service Payments	\$ (40,977)
YTD Cash Balance	\$ 1,517,460

Fund 1950 - Park and Recreation *Capital* Fund

January 1, 2021 through July 31, 2021

		BEGINNING			ENDING	OUTSTANDING	REMAINING
		BALANCE	REVENUES	EXPENDITURES	FUND BALANCE	ENCUMBRANCES	BALANCE
Undesignated	General Purposes	\$ 28,571.84	\$ 4,254.43	\$ 19,476.91	\$ 13,349.36	\$ -	\$ 13,349.36
Designated	Capital Replacement	883,778.88	4,905.84	27,513.24	861,171.48	150,099.34	711,072.14
	Sky Prairie/5-Mile	40,466.19	-	-	40,466.19		40,466.19
	CIP Projects	2,339,123.05	607,720.45	1,405,850.22	1,540,993.28	896,317.37	644,675.91
	Herbicide pilot, City Council	2,500.00	-	-	2,500.00		2,500.00
	Skyride	3,068.56	-	-	3,068.56		3,068.56
Restricted	Reserved for Property Donations	45,583.80	-	-	45,583.80		45,583.80
	Conservation Futures	135,865.08	-	2,341.35	133,523.73	7,508.65	126,015.08
	Riverfront Conservation Futures	6,204.79	-	-	6,204.79		6,204.79
	2021 Windstorm Damage Recov	-	898,000.00	160,556.65	737,443.35	184,053.92	553,389.43

Capital Replacement**January 1, 2021 through July 31, 2021**

	BEGINNING			ENDING	OUTSTANDING	REMAINING
	BALANCE	REVENUES	EXPENDITURES	FUND BALANCE	ENCUMBRANCES	BALANCE
Computer & Software	75,701.66	-	2,489.82	73,211.84	24,670.48	48,541.36
General Capital- T shirt, poster, calendar sales	4,630.01	-	-	4,630.01		4,630.01
Specialized Fleet	485,175.10	-	-	485,175.10	124,343.48	360,831.62
Enterprise Lease Vehicles		2,767.50	25,023.42	(22,255.92)		(22,255.92)
RFP Equipment	10,911.05	-	-	10,911.05		10,911.05
Recreation Equipment	5,871.69	2,138.34	-	8,010.03	1,085.38	6,924.65
Ops Equipment	1,489.37	-	-	1,489.37		1,489.37
Capital Equipment Maintenance	300,000.00	-	-	300,000.00		300,000.00
	883,778.88	4,905.84	27,513.24	861,171.48	150,099.34	711,072.14

Parks and Recreation 1950 CIP Projects
January 1, 2021 through July 31, 2021

PROJECT	2021 BEG. BUDGET	CURRENT YEAR CONTRIBUTIONS	CURRENT BUDGET	EXPENDED	ENCUMBERED	TOTAL EXPENDED AND COMMITTED TO DATE	BUDGET REMAINING
Turf Replacement	120,000.00		120,000.00	-	-	-	120,000.00
Tennis Courts, USTA Private Grant	24,953.37		24,953.37	-	-	-	24,953.37
Rochester Heights, Trugreen Foundation	5,000.00		5,000.00	-	-	-	5,000.00
Vietnam Veterans Memorial	29,000.00	5,000.00	34,000.00	-	-	-	34,000.00
Dutch Jake's Park	(3,109.71)		(3,109.71)	-	-	-	(3,109.71)
Susie's Trail (18-30)	93,592.50		93,592.50	-	3,092.50	3,092.50	90,500.00
Liberty Park Tennis Courts, Library Fund	-	225,000.00	225,000.00	-	-	-	225,000.00
North Suspension Bridge, Arterial Street Fund	1,496,251.48	154,196.92	1,650,448.40	988,130.52	550,499.14	1,538,629.66	111,818.74
Cannon/Logan Parks playground, American Rescue PI	-	160,000.00	160,000.00		160,000.00	160,000.00	-
Japanese Garden Pond Electric Service	-	-	-		6,775.20	6,775.20	(6,775.20)
Community Engagement, Spokane Indians Baseball	9,522.44	9,937.82	19,460.26	-	-	-	19,460.26
RFP Bond Projects							
W. Havermale Playground, Parks Foundation	173,044.31	29,085.71	202,130.02	131,214.00	45,427.52	176,641.52	25,488.50
North Bank Parking Lot, General Fund	241,979.96		241,979.96	245,174.00	-	245,174.00	(3,194.04)
North Bank stairs, Arterial Street Fund	89,407.00		89,407.00	-	89,407.00	89,407.00	-
North Bank basketball court, Hooptown USA	17,254.73		17,254.73	11,809.73	911.01	12,720.74	4,533.99
North Bank Playscape, Ice Age Floods Institute	5,000.00		5,000.00		-	-	5,000.00
North Bank Shelter Roof, Parks Foundation	22,742.97		22,742.97	22,742.97	-	22,742.97	-
Butterfly Design, Parks Foundation	-	24,500.00	24,500.00	-	27,500.00	27,500.00	(3,000.00)
BC Pavilion, Tribal Center design, Innovia	8,955.00		8,955.00	-	8,955.00	8,955.00	-
Stepwell Handrails, Spokane Arts	-		-	1,250.00	3,750.00	5,000.00	(5,000.00)
North Bank Roskelley Performance Boulder	5,529.00		5,529.00	5,529.00	-	5,529.00	-
	2,339,123.05	607,720.45	2,946,843.50	1,405,850.22	896,317.37	2,302,167.59	644,675.91

Riverfront Park Redevelopment Project

Budget Adopted December 2020

Riverfront Park Capital Redevelopment Bond

Geographical Projects Summary

January 1, 2015 through July 31, 2021

Project Component	Budget	Expended as of July 31, 2021	Committed to Date	Total of YTD Expended and Committed	Expense Reimbursements	Budget Balance to Date
1. South Bank West (Rec. Rink, Rink/Skyride Facility)	\$ 10,412,530	\$ 10,412,530	\$ -	\$ 10,412,530		\$ -
2. South Bank Central (Looft Carrousel)	\$ 11,744,579	\$ 11,744,579	\$ -	\$ 11,744,579		\$ -
3. Howard Street South Channel Bridge	\$ -	\$ -	\$ -	\$ -		\$ -
4. Promenades and West Havermale	\$ 8,515,817	\$ 8,231,332	\$ 308,808	\$ 8,540,140	\$ 19,000	\$ (5,323)
5. U.S. Pavilion	\$ 22,186,182	\$ 22,186,182	\$ -	\$ 22,186,182		\$ -
6. snx ^w mene & Other Parks Capital Projects	\$ 756,742	\$ 201,742	\$ 415,000	\$ 616,742		\$ 140,000
7. North Bank	\$ 10,133,837	\$ 10,338,658	\$ 352,774	\$ 10,691,432	\$ 423,030	\$ (134,564)
8. South Bank East	\$ 156,847	\$ 156,847	\$ -	\$ 156,847		\$ -
Program Level Owner Costs	\$ 4,488,758	\$ 4,254,789	\$ 101,336	\$ 4,356,125		\$ 132,633
TOTAL	\$ 68,395,292	\$ 67,526,659	\$ 1,177,918	\$ 68,704,577	\$ 442,030	\$ 132,746