



Spokane Park Board Finance Committee Minutes

3 p.m. Tuesday, August 12, 2025

WebEx meeting

Rich Lentz – Parks Finance/Budget Director

Committee members

X Bob Anderson – Chair

X Greta Gilman

X Gerry Sperling (arrived at 3:40 pm)

Additional Park Board members

Guests

Parks staff

Jason Conley

Rich Lentz

Megan Dyson

Fianna Dickson

Jon Moog

Al Vorderbrueggen

Nick Hamad

Jennifer Papich

Jerry Stacy

Summary

- The Golf SIP Loan(s) Refinance was presented by Rich Lentz.
 - This item was passed 2-0 and will be presented to Park Board.
- The Apparent Low Responsive Bidder / Gaiser Conservatory Replacement Boiler (not to exceed \$150,000.00 plus tax from major repair & replacement reserve) was presented by Al Vorderbrueggen.
 - This item was passed 2-0 and will be presented to Park Board.
- The July Financials were presented by Rich Lentz, who reviewed each operating division.

The next regularly scheduled meeting is 3 p.m. September 9, 2025, at the Finch Woodland Center - Ponderosa Room and via WebEx.

MINUTES

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

Action items:

1. **Golf SIP Loan(s) Refinance** – Rich Lentz presented. The golf enterprise fund currently has 3 outstanding SIP loans for course improvements made to Indian Canyon, Esmeralda and Downriver between 2018 and 2021. These loans all had balloon payments at the end of the term. The 2018 (Indian Canyon) and 2019 (Esmeralda) loans have balloon payments due at the end of 2025 and the 2021 (Downriver) loan is due at the end of 2026. Golf has been charging a Facility Improvement Fee on every round of golf played and has been using these funds to make the debt service payments and build a fund balance intended to eventually pay these loans in full. This fund balance currently has enough to pay the 2018 SIP loan in full. The motion is to pay off the 2018 loan this year, refinance the 2019 loan this year, and refinance the 2021 loan next year with both loans on a 5-year term with a balloon payment, but make a payment amount starting in 2026 that is sufficient to pay the remaining 2 loans by the end of 2030. This will require City Council approval as well as they oversee all SIP funds. Parks is requesting the Board approve paying off the 2018 SIP loan (approx. \$1,638,556) using the FIF fund balance, and then refinance the remaining two loans at maturity on a 5-year term with a balloon payment. The rate is set at the 5-Year Treasury Rate plus .50%.

Motion #1: Bob Anderson moved to approve the Golf SIP Loan(s) Refinance.

Greta Gilman seconded.

Motion passed with unanimous consent (2-0).

2. **Apparent Low Responsive Bidder / Gaiser Conservatory Replacement Boiler (not to exceed \$150,000.00 plus tax from major repair & replacement reserve)** – Al Vorderbrueggen presented. The existing boiler at Gaiser Conservatory has fully depreciated and needs replacement. Parks has an established 'major repair & replacement reserve policy' with sufficient funds to fund the replacement. Project base bid includes (1) boiler, add/alt 1 (if accepted) includes a second boiler. The new boiler system will include Permitting, Removal of Existing Boiler, Electrical, (1)-(2) High-Efficiency 700k BTU Boilers, Heat Exchanger, Plumbing, Primary Pump, Expansion Tank, two (2) Secondary Pumps, Controls, and incidental items to achieve a minimum 75deg room temperature. Contractor Workmanship Warranty of 12mo and Manufacturers Limited Lifetime Warranty. The Friends of Manito may contribute up to 50% toward this improvement.

Motion #2: Bob Anderson moved to approve the Apparent Low Responsive Bidder / Gaiser Conservatory Replacement Boiler (not to exceed \$150,000.00 plus tax from major repair & replacement reserve).

Greta Gilman seconded.

Motion passed with unanimous consent (2-0).

Discussion items:

1. None

Standing report items:

1. **July Financials** – Rich Lentz presented the July 2025 Financials. (Gerry Sperling arrived at 3:40 pm)

a) Naturals Resources – Revenues are \$26,546 less than the previous year, with expenditures at \$61,231 greater than the previous year.

b) Riverfront – Revenues are \$651,839 greater than last year, with expenditures at \$130,737 greater than last year.

c) Recreation – Revenues are \$168,015 greater than last year, with expenditures at \$14,200 greater

than last year.

d) Park Ops – Revenues are \$39,579 less than last year, with expenditures at \$12,466 greater than last year.

e) Parks Fund 1400 – Revenues are about \$992,477 greater than last year, with expenditures about \$532,348 greater than last year.

f) Golf – Total operating revenues are about \$164,877 greater than last year, with total expenditures at about \$477,956 greater than last year.

g) Facility Improvement Fee – YTD revenues are \$594,503, with an Ending Fund Balance of about \$2.8 million.

h) Tree Equity Spokane – This is a 5-year, \$6 million reimbursable grant through the USDA Forest Service via the Inflation Reduction Act. This grant is managed by Amber Ramirez, Parks Urban Forester, with a subaward granted to the Lands Council (\$200K). The funding period is from October 2024 through October 2029. Data provided will run one month behind to allow for invoices and reimbursements.

Adjournment: The meeting adjourned at 3:57 p.m.

The next regularly scheduled meeting is 3 p.m. September 9, 2025, at the Finch Woodland Center - Ponderosa Room and via WebEx.

Spokane Park Board

Briefing Paper



Committee	Finance			Committee meeting date: August 12, 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 checked="" 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)	N/A	Master Plan Priority Tier: (pg. 171-175)	N/A	
Item title: (Use exact language noted on the agenda)	Golf SIP Loan(s) Refinance			
Begin/end dates	Begins: 01/01/2026		Ends: 12/31/2031	<input type="checkbox"/> 06/01/2525
Background/history: The golf enterprise fund currently has 3 outstanding SIP loans for course improvements made to Indian Canyon, Esmeralda and Downriver between 2018 and 2021. These loans all had balloon payments at the end of the term. The 2018 (Indian Canyon) and 2019 (Esmeralda) loans have balloon payments due at the end of 2025 and the 2021 (Downriver) loan is due at the end of 2026. Golf has been charging a Facility Improvement Fee on every round of golf played and has been using these funds to make the debt service payments and build a fund balance intended to eventually pay these loans in full. This fund balance currently has enough to pay the 2018 SIP loan in full. The motion is to payoff the 2018 loan this year, refinance the 2019 loan this year, and refinance the 2021 loan next year with both loans on a 5-year term with a balloon payment, but make a payment amount starting in 2026 that is sufficient to pay the remaining 2 loans by the end of 2030. This will require City Council approval as well as they oversee all SIP funds.				
Motion wording: Approve paying off the 2018 SIP loan (approx. \$1,638,556) using the FIF fund balance, and then refinance the remaining two loans at maturity on a 5-year term with a balloon payment. The rate is set at the 5-Year Treasury Rate plus .50%.				
Approvals/signatures outside Parks: <input checked="" type="radio"/> Yes <input type="radio"/> No If so, who/what department, agency or company: City Council 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: _____ Approx. \$777,470/year to pay in full in 5 yrs 4600-30210-97185-80102-99999				
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 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>				

Spokane Park Board

Briefing Paper



Committee	Finance Committee			Committee meeting date: August 12, 2025
Requester	Al Vorderbrueggen			Phone number: 363-5464
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)	
Item title: (Use exact language noted on the agenda)	Apparent Low Responsive Bidder / Gaiser Conservatory Replacement Boiler (not to exceed \$150,000.00 plus tax from major repair & replacement reserve)			
Begin/end dates	Begins: 08/21/2025		Ends: 08/21/2026	<input type="checkbox"/> 06/01/2525
Background/history: The existing boiler at Gaiser Conservatory has fully depreciated and is in need of replacement. Parks has an established 'major repair & replacement reserve policy' with sufficient funds to fund the replacement. Project base bid includes (1) boiler, add/alt 1 (if accepted) includes a second boiler. The new boiler system will include Permitting, Removal of Existing Boiler, Electrical, (1)-(2) High-Efficiency 700k BTU Boilers, Heat Exchanger, Plumbing, Primary Pump, Expansion Tank, two (2) Secondary Pumps, Controls, and incidental items to achieve a minimum 75deg room temperature. Contractor Workmanship Warranty of 12mo and Manufacturers Limited Lifetime Warranty. The Friends of Manito may contribute up to 50% toward this improvement.				
Motion wording: Motion to approve apparent low responsive bidder (TBD) contract for Gaiser Conservatory Replacement Boiler in the amount of \$150,000.00 plus tax				
Approvals/signatures outside Parks: <input checked="" type="radio"/> Yes <input type="radio"/> No If so, who/what department, agency or company: tbd Name: TBD Email address: tbd Phone: tbd				
Distribution: Parks – Accounting nhamad@spokanecity.org Parks – Sarah Deatrich bellison@spokanecity.org Requester: avorderbrueggen@spokanecity.org Grant Management Department/Name:				
Fiscal impact: <input checked="" type="radio"/> Expenditure <input type="radio"/> Revenue Amount: Budget code: up to \$150,000+tax major repair & replacement reserve				
Vendor: <input type="radio"/> Existing vendor <input type="radio"/> New vendor Supporting documents: <input checked="" type="checkbox"/> Quotes/solicitation (RFP, RFQ, RFB) <input checked="" type="checkbox"/> Business license Expiration date: <input checked="" type="checkbox"/> Insurance Certificate				

Park Operations & Natural Resources



Finance Committee Presentation

August 12, 2025



Gaiser Conservatory Boiler Replacement

SUMMARY

The existing boiler at Gaiser Conservatory has fully depreciated and needs replacement. No backup heating system currently exists.

Parks has an established 'Major Repair & Replacement Reserve Policy' with sufficient funds to fund the replacement.

*** Use of these funds must be approved through Finance Committee and Park Board*



Gaiser Conservatory Boiler Replacement

MAJOR REPAIR & REPLACEMENT RESERVE POLICY

5.2 Criteria for use of funds are:

- 5.2.1 Expenditures must be for the repair and/or replacement of significant mechanical capital assets; specifically excluding vehicles, trailers, maintenance equipment or any other capital asset for which there is another specific reserve account in the Parks Cumulative Reserve Fund (Fund 1950).
- 5.2.2 Intended uses for this reserve would be items including, but not necessarily limited to, pumps, compressors, boilers, or other costly pieces of equipment required to keep a Park facility or program in operation.
- 5.2.3 Funds cannot be used for new equipment and must be used for the repair or replacement of failed, or near-failing mechanical equipment.

6.0 PROCEDURE

- 6.1 Only Parks and Recreation Directors, including the Parks Executive Officer shall be permitted to request expending these funds.
- 6.2 The request for expenditure from this reserve shall be presented at the next Park Board Committee meeting associated with the request.
- 6.3 If approved at the appropriate Committee, it shall be presented as an action item at the next Park Board Finance Committee.



Gaiser Conservatory Boiler Replacement

PROJECT

- The bid is separated into a base bid and an alternate. Base bid adds one (1) boiler system that is expected to operate the system with the current 2m BTU boiler (the existing boiler would remain).
- New unit is proposed to be a Lochinvar 990k BTU boiler with accompanying 200gal buffer tank, circulation pumps, gas regulators, low temp protection valves, and magnetic strainer.



Gaiser Conservatory Boiler Replacement

PROJECT

- An Alternate adds a duplicate new boiler to assist the base bid boiler to reduce demand, increase efficiency, and extend the overall lifespan of the system.
- The Alternate includes the removal of the existing boiler.

Contractor Workmanship Warranty of 12mo and
Manufacturers Limited Lifetime Warranty.



Gaiser Conservatory Boiler Replacement

FUNDING PARTNER

This boiler project was presented to **The Friends of Manito** board on Monday, August 11. We asked for funding of 50% of this replacement or up to \$80,000.



TFM

Gaiser Conservatory Boiler Replacement

FUNDING PARTNER

This boiler project was presented to **The Friends of Manito** board on Monday, August 11. We asked for funding of 50% of this replacement or up to \$80,000.

The TFM board has unanimously approved funding of the first \$100,000 for the project. The city would be responsible for balance would not exceed \$50,000 plus tax.



TFM



Gaiser Conservatory Boiler Replacement

▪ NEXT STEPS

- No Action needed by Land Committee (presentation only)
- The Friends of Manito Board Meeting – 8/11/25
- **Presentation to Finance Committee – 8/12/25**
- Project Bids Due – 8/19/25
- Presentation to Park Board – 8/21/25
- Project start – upon contract completion
- Project completion – 11/21/25





Gaiser Conservatory Boiler Replacement

Action Item:

Motion to approve apparent low responsive bidder (TBD) contract for Gaiser Conservatory Replacement Boiler in the amount of \$150,000.00 plus tax

QUESTIONS?

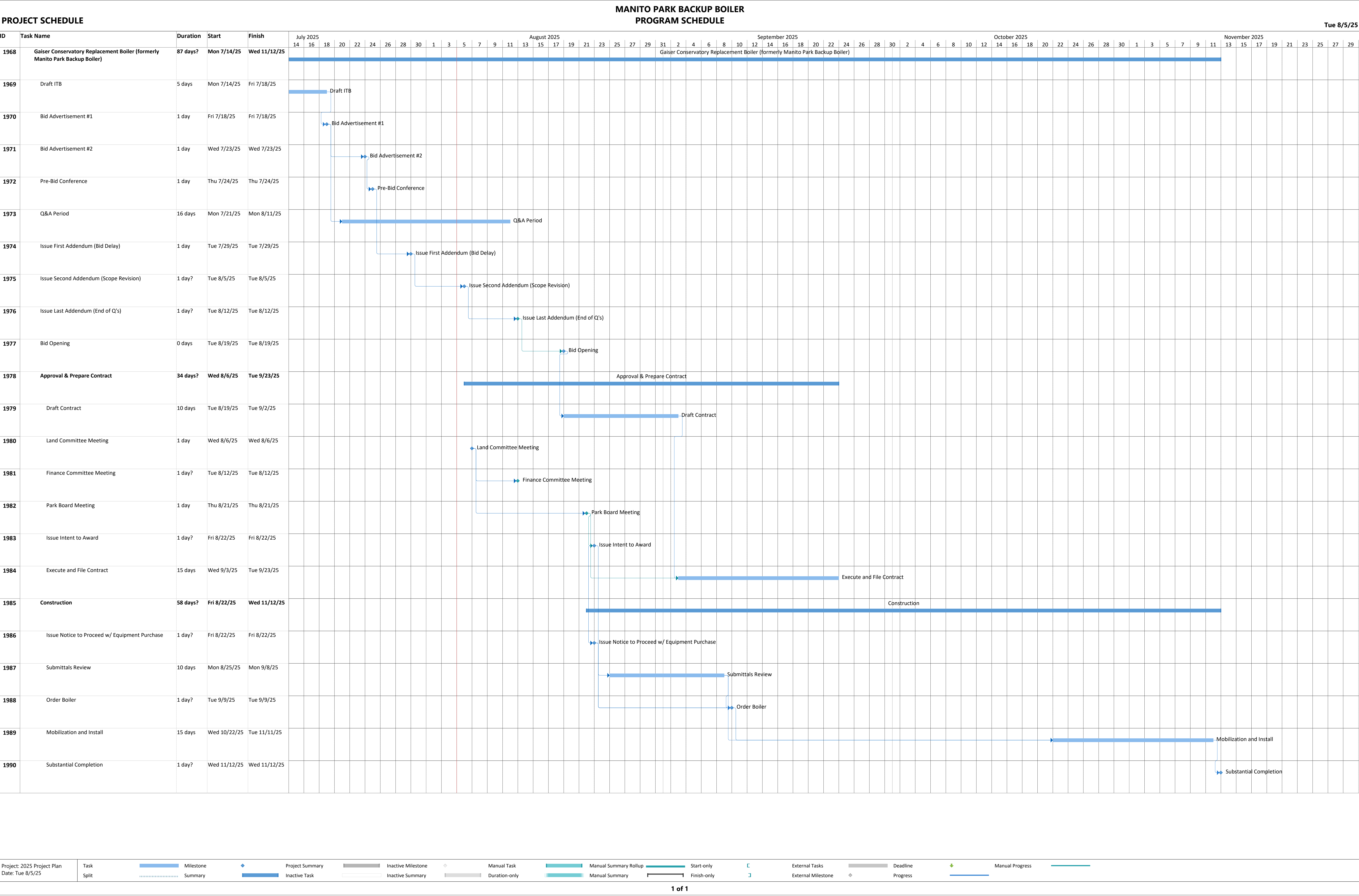


Manito Replacement Boiler - Estimate of Probable Cost

B. Ellison, Parks

August 5, 2025

	Base Bid	Add/Alt 1	Full Scope Award
Description	Boiler #1	Boiler #2	Boiler #1 & #2
Boiler System Package	\$ 30,560.00	\$ 17,760.00	\$ 48,320.00
Labor & Materials	\$ 15,280.00	\$ 7,104.00	\$ 22,384.00
Demolish Ex Boiler	\$ -	\$ 3,500.00	\$ 3,500.00
Subtotal/Bid Price	\$ 45,840.00	\$ 28,364.00	\$ 74,204.00
Tax (9.1%)	\$ 4,171.440	\$ 2,581.124	\$ 6,752.564
Encumbrance	\$ 50,011.44	\$ 30,945.12	\$ 80,956.56
Contingency (15%) Tax Inclusive	\$ 6,876.00	\$ 4,254.60	\$ 11,130.60
Economy of Scale (-5%)	\$ -	\$ (1,759.99)	\$ (1,759.99)
Total Est Cost	\$ 56,887.44	\$ 33,439.74	\$ 90,327.18





City of Spokane

Invitation To Bid **R1**

Project Title: _____ **Gaiser Conservatory Replacement Boiler**

SECTION I. BID PREPARATION AND EVALUATION **Thursday, July 24th at 9:00am**

1. A pre-bid conference will be held on _____ at _____. The location will be _____.
2. **BID PREPARATION.** Bids shall be typed or printed in ink, prepared on the form furnished by the City of Spokane and signed by an authorized person of the Contractor's firm. If errors are made, the corrections shall be initialed by the person signing the Bid.
Tuesday, Aug 19th
3. **SUBMISSION OF BIDS.** Submit one (1) copy of the Bid by _____ on _____ to _____ at _____, Spokane, WA _____.
Electronic submission is preferred, **submit via email to: bellison@spokanecity.org AND nhamad@spokanecity.org**
4. **CONTRACTOR'S REPRESENTATION.** The Contractor by making its Bid represents that it has read and understands the specifications; and has visited the site and familiarized itself with the local conditions under which the Work is to be performed.
5. **QUALIFICATION.** Prior to the award of contract, the Contractor shall be required to submit evidence of sufficient facilities, equipment, experience and financial ability to insure completion of the Work, unless waived by the City.
6. **AWARD OF CONTRACT.** Award of contract, when made by the City, will be to the low responsive-responsible Contractor. Unsuccessful firms will not automatically be notified of results.
7. **PAYMENT.** Payment will be made via direct deposit/ACH after receipt of the Contractor's application except as provided by state law. If the City objects to all or any portion of the invoice, it shall notify the Contractor and reserves the right to only pay that portion of the invoice not in dispute. In that event, the parties shall immediately make every effort to settle the disputed amount.
8. **REJECTION OF BIDS.** The City reserves the right to reject any or all Bids, to waive minor deviations from the specifications, to waive minor informalities in Bid process whenever it is in the City's best interest, and to accept or reject all or part of this Request for Bids, at the prices shown.
9. **REGISTERED CONTRACTOR.** The Contractor shall be a Washington State registered or licensed Contractor at time of Bid submittal.
10. **PUBLIC WORK REQUIREMENTS.** The scope of work ("Work") for this Project constitutes a public work under state law. Contractors are warned to take into consideration statutory legal requirements, particularly, the payment of State prevailing wages, securing of a payment/performance bond from a Surety, and sales tax implications in making their Bids. As of July 1, 2019, contractors must have fulfilled the Department of Labor and Industries' Public Works and Prevailing Wage Training Requirement before bidding and/or performing work on public works projects under RCW 39.04.350 and RCW 39.06.020.
11. **CERTIFICATION OF COMPLIANCE WITH WAGE PAYMENT STATUTES.** Before award of a public works contract, the bidder under consideration for award of a public works project must submit to the public agency a sworn statement that they have not willfully violated wage payment laws within the past three years in order to be considered a responsible bidder. (See RCW 39.04.350 as modified by SSB 5301, Laws of 2017, ch. 258.). This form is titled "Certification of Compliance with Wage Payment Statutes". This form must be submitted upon request by City.
12. **BUSINESS REGISTRATION REQUIREMENT.** Section 8.01.070 of the Spokane Municipal Code states that no person may engage in business with the City without first having obtained a valid business registration. The Vendor shall be responsible for contacting the State of Washington Business License Services at www.dor.wa.gov or 1-360-705-6741 to obtain a business registration. If the Vendor does not believe it is required to obtain a business registration, it may contact the City's Taxes and Licenses Division at 509-625-6070 to request an exemption status determination.



City of Spokane

Invitation To Bid **R1**

SECTION II. GENERAL REQUIREMENTS

1. SCOPE OF WORK. Unless otherwise stated, the Contractor shall furnish all labor, supervision, materials, tools, construction equipment, transportation, and other items of work and costs necessary to complete the specified Work.
2. PROJECT CONTACT. The Project contact for the City of Spokane is:
Name: _____
Department: _____
Phone: _____
Email: _____
3. COMPLETION TIME. All Work under the contract shall be started after the date of Notice To Proceed (NTP). Work once started shall be completed by, _____ **Friday, November 21, 2025**
4. LIQUIDATED DAMAGES. If the Work is not completed within the stated completion time, the Contractor agrees to pay to the City liquidated damages in the amount of _____ for each and every calendar day the work remains uncompleted. Which is a reasonable forecast of the damages likely to occur if Work is unfinished by the completion date.
5. INTENT OF SPECIFICATIONS. The apparent silence or omission in the specifications as to any detail of the Work to be done or materials to be furnished means that the region's best general practice shall prevail, and that material and workmanship of the best quality shall be used. The specifications shall be interpreted on this basis.
6. WASHINGTON STATE RETAIL SALES TAX.
 - A. GENERAL CONSTRUCTION. Retail sales tax, when applicable, will be paid as a separate item, and shall not be included in the Bid price. Sales tax shall be added on the amounts due the Contractor and the Contractor shall be responsible for making payment to the State. The City reserves the right to claim any exemption authorized by law.
 - B. PUBLIC STREET IMPROVEMENTS. If the technical requirements in the specifications indicate that all or a portion of the Work is a "public street improvement" as defined by state law, the Contractor shall include all contractor-paid taxes, including use taxes on materials in its Bid price. The City will NOT pay retail sales tax as a separate item.
7. PERMITS. The Contractor shall be responsible for obtaining at its expense all related and necessary permits required by regulatory agencies.
8. GUARANTY. The Contractor guarantees all work, labor and materials for one (1) year following final acceptance of the Work. If any unsatisfactory condition or defect develops within that time, the Contractor shall immediately place the Work in a satisfactory condition, and further repair all damage caused by the condition or defect at its sole expense. This guarantee shall not apply to Work, which has been abused or neglected by the City. ***See Scope of Work for additional guaranty requirements***
9. SUBCONTRACTORS. The Contractor shall not award any portion of the Work to any subcontractor without the City's prior approval. The Contractor shall be fully responsible to the City for the acts, errors and omissions of its subcontractors. No contractual relationship shall be created between any subcontractor and the City.
10. INSURANCE. During the period of the Agreement, the Company shall maintain in force at its own expense, each insurance noted below with companies or through sources approved by the State Insurance Commissioner pursuant to Title 48 RCW:
 - A. **Worker's Compensation Insurance** in compliance with RCW 51, which requires subject employers to provide workers' compensation coverage for all their subject workers and Employer's Liability Insurance in the amount of \$1,000,000.
 - B. **General Liability Insurance** on an occurrence basis, with a combined single limit of not less than \$1,000,000 each occurrence for bodily injury and property damage. It shall include contractual liability coverage for the indemnity provided under this Agreement. It shall provide that the City, its officers and employees are additional insureds but only with respect to the Company's services to be provided under this Agreement.



City of Spokane

Invitation To Bid **R1**

- i. Acceptable **supplementary Umbrella insurance** coverage combined with Company's General Liability insurance policy must be a minimum of \$2,000,000, in order to meet the insurance coverage limits required in this Agreement; and
- C. **Automobile Liability Insurance** with a combined single limit, or the equivalent of not less than \$1,000,000 each accident for bodily injury and property damage, including coverage for owned, hired and non-owned vehicles.

There shall be no cancellation, material change, reduction of limits or intent not to renew the insurance coverage(s) without thirty (30) days written notice from the Company or its insurer(s) to the City. As evidence of the insurance coverage(s) required by this Agreement, the Company shall furnish acceptable Certificates of Insurance (COI) upon request by the City. The certificate shall specify the City of Spokane as "Additional Insured" specifically for Company's services under this Agreement, as well as all of the parties who are additional insureds, and include applicable policy endorsements, the thirty (30) day cancellation clause, and the deduction or retention level. The Company shall be financially responsible for all pertinent deductibles, self-insured retentions, and/or self-insurance.

11. **PERFORMANCE BOND.** The Contractor shall furnish, at its sole expense, a performance and payment bond equal to one hundred percent (100%) of the contract price. The bond shall insure faithful and complete performance of the contract and payment of all obligations to laborers and material men arising from the Project. The bond shall be executed by a Surety company authorized to do business in Washington State, and shall remain in effect for one (1) year following final acceptance of the Work. Unless approved by the City, the Surety's name shall appear on the United States Treasury Department's list of authorized Sureties - Circular 570.

On contracts of \$150,000 or less, in lieu of a surety bond, at the request of the Contractor, the City may retain ten percent (10%) of the contract price for a minimum of forty five (45) days following final acceptance, or until receipt of all releases and settlement of liens, whichever is later, in accord with RCW 39.08.010.

12. **PREVAILING WAGES - LOCAL AND STATE ASSISTED CONSTRUCTION.**

A. The State prevailing rate of wages to be paid to all workmen, laborers or mechanics employed in the performance of any part of this Contract shall be in accordance with the provisions of Chapter 39.12 of the Revised Code of Washington (RCW) and the rules and regulations of the Washington State Department of Labor and Industries (L & I).

B. The State of Washington prevailing wage rates applicable for this public works project, which is located in Spokane County, may be found at the following website address of the Department of Labor and Industries:

<https://secure.lni.wa.gov/wagelookup/rates/journey-level-rates>

Based on the Bid submittal deadline for this Project, the applicable effective date for State prevailing wages for this Project is ~~August 5, 2025~~ **Tuesday, August 19, 2025**

C. If apprentices are to be used, they must be registered with the State Apprenticeship Council; otherwise, they are to be paid State prevailing journeyman wages.

13. **RETAINAGE.** Pursuant to chapter 60.28 RCW, the City will retain five percent (5%) (or ten percent (10%) at Contractor's request) from the monies earned by the Contractor. This Retainage shall be held as a trust fund for the protection and payment: (1) to the State of taxes and fees owed by the Contractor; and (2) of any person, mechanic, subcontractor or material man who performs any labor or furnishes any supplies toward the Work. Release of Retainage will be made at a minimum of forty five (45) days following final acceptance of the Work; provided the following conditions are met:

A. The City has received from the Contractor and each subcontractor a copy of the "Statement of Intent to Pay Prevailing Wages" and an "Affidavit of Wages Paid", approved by the State Department of Labor and Industries (L & I).

B. On contracts greater than \$35,000, the City has received releases from the State Departments of Revenue (DOR), Labor & Industries and Employment Security.

C. No claims, as provided by law, have been filed against the Retainage.

In the event a claim is filed, the Contractor shall be paid a portion of the Retainage, which is less than the amount sufficient to pay the claim and potential legal costs.



City of Spokane

Invitation To Bid **R1**

SECTION III. TECHNICAL REQUIREMENTS

1. P **SECTION III HAS BEEN REVISED.**
SEE ATTACHMENT 'A' FOR REVISED TECHNICAL REQUIREMENTS
2. A
3. SCOPE OF WORK. *Including but not limited to the following:*



City of Spokane Invitation To Bid **R1**

BID

TO: CITY OF SPOKANE, WASHINGTON

PROJECT NAME: Gaiser Conservatory Replacement Boiler

BIDDER'S DECLARATION. The undersigned bidder certifies that it has examined the site, read and understands the specifications for the above project, and agrees to comply with all applicable federal, state and local laws and regulations. The bidder is advised that by signature of this bid proposal it has acknowledged all bid requirements and signed all certificates contained herein.

BID OFFER. The price(s) listed in this bid proposal is tendered as an offer to furnish all labor, materials, equipment and supervision required to complete the proposed project in strict accordance with the contract documents. The bidder proposes to do the project at the following price:

BASE BID: \$ _____

SALES TAX (9.1%) \$ _____

TOTAL BASE BID PRICE: \$ _____

**Alt 1: BOILER #2 SYSTEM
(Include Retail Sales Tax)**

\$ _____

**TRENCH SAFETY SYSTEM,
if excavation greater
than four feet (4') deep:**

\$ _____

CONTRACTOR RESPONSIBILITY.

Washington State Contractor's Registration No. _____

U.B.I. Number _____

Washington Employment Security Department Number _____

Washington Excise Tax Registration Number _____

As of July 1, 2019, Contractor has fulfilled training requirement or is exempt from

L & I's Public Works Training Requirement under RCW 39.04.350 and RCW 39.06.020. (YES) (NO)

ADDENDA. The undersigned acknowledges receipt of addenda number(s) _____ and agrees that their requirements have been included in this bid proposal.

The firm agrees that its Bid will NOT be withdrawn for a minimum of forty five (45) calendar days after the stated submittal date.

For contracts up to \$150,000.00 including tax, the Contractor may request for ten percent (10%) retainage in lieu of bond.

(YES) (NO)

The undersigned Bidder hereby certifies that, within the three-year period immediately preceding the bid solicitation date for this Project, the bidder is not a "willful" violator, as defined in RCW 49.48.082, of any provision of chapters 49.46, 49.48, or 49.52 RCW, as determined by a final and binding citation and notice of assessment issued by the Department of Labor and Industries or through a civil judgment entered by a court of limited or general jurisdiction.

I certify (or declare) under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

FIRM NAME:

PRINTED NAME:

SIGNATURE:

TITLE:

PHONE:

ADDRESS:

EMAIL:



City of Spokane

Invitation To Bid **R1**

SUBCONTRACTOR LIST

PROJECT TITLE: _____

PROPOSED SUBCONTRACTORS/SUPPLIERS TO BE USED ON THE PROJECT ARE: (USE ADDITIONAL PAGES IF NECESSARY)

CONTRACTOR/SUPPLIER _____

TYPE OF WORK/BID ITEM _____

AMOUNT \$ _____

CONTRACTOR'S REGISTRATION NO. _____

CONTRACTOR/SUPPLIER _____

TYPE OF WORK/BID ITEM _____

AMOUNT \$ _____

CONTRACTOR'S REGISTRATION NO. _____

CONTRACTOR/SUPPLIER _____

TYPE OF WORK/BID ITEM _____

AMOUNT \$ _____

CONTRACTOR'S REGISTRATION NO. _____

NO SUBCONTRACTORS WILL BE USED ON THIS PROJECT

Date

Signature of Authorized Representative

ATTACHMENT A REVISED SECTION III

SECTION III: TECHNICAL REQUIREMENTS

1. **PERFORMANCE:** The Contractor will do all work, furnish all labor, materials, tools, construction equipment, transportation, supplies, supervision, permits, organization and other items of work and cost necessary for the proper execution and completion of the described Work.
2. **ATTACHMENTS:** Attachment A "REVISED SECTION III"
3. **SCOPE OF WORK:** TO INCLUDE BUT NOT LIMITED TO:

BASE BID: BOILER #1 SYSTEM

- **Prepare, submit, and obtain Boiler and Pressure Vessel Permit.** Coordinate and schedule inspection(s) by City Inspector, Correct Deficiencies, and Obtain Permit for Owners' Operation. Permit fees to be paid by Contractor.
- **Boiler:** Procure, Deliver, and Install One (1) Lochinvar Copper Fin II CHN-992-M13 Natural Gas Hydronic Boiler, 990 MBH input, 841.5 MBH output, 3 Stage 3:1 Hi-Eff Low NOx type, 160 PSI ASME H, CSD-1 compliant, 50# ASME relief valve. Copper fin tubes, cast iron headers, fan assist, includes Smart System control with LCD display, password security, outdoor reset, pump delay with freeze protection, pump exercise and PC port connection. Controls to allow 0-10 VDC for BMS control and cascade up to 8 Copper Fin boilers. Designed for 10" Cat I vertical venting. Gas: 4-10.5" Max., Elec.: 120v/1ph. 5K SCCR rating; Air Intake, Vent, Gas Connection, Electrical Circuit, Boiler Pipe, and all other components to be installed per manufacturer's written instructions, industry standard practices, federal, and local codes including but not limited to SMC Chapter 17F.030 "Boiler and Pressure Vessel Code" and UL1738.
- **Gas Regulator:** Procure, Deliver, and Install One (1) 1813C39K 2PSI Gas Regulator, 1-1/4" NPT, 9/16" orifice, yellow spring, 5.5-8.5" WC, good up to 1250 MBH
- **Low Temp Protection Valve:** FPE Low Temperature Protection Valve, Model A2510-W3-140, 2.5", Cast Iron Valve
- **Wye Strainer:** Procure, Deliver, and Install One (1) Metraflex LPD0250 Low Pressure Drop, 2-1/2" cast iron 125# flg body, st steel screen, less blow-off fittings.
- **Boiler Pump:** Procure, Deliver, and Install One (1) B&G In-Line Pump Series e-90, Model 2 AAC, 0.5 HP, 1800 RPM, TEFC, Standard Efficient, 115/208-230/1/60 Motor, 55 gpm, 13 ft.
 - Note: This pump meets the DOE energy standard.
- **Magnetic Filter:** Procure, Deliver, and Install One (1) BoilerMag Model BMXT/3, Magnetic filter, 3" Inlet Flange - 8" vessel (229gpm)
- **Buffer Tank:** Procure, Deliver, and Install One (1) Lochinvar Hydronic Buffer Tank/Hydraulic Separator BVU200, 200 gallons, ASME Sec VIII, rated @ 125 PSI The steel tank will be Jacketed & Insulated, channel iron skid mounted, including auto air vent.
 - The tank furnished with the following connections:
(4) 3" Female NPT Boiler/System conn. & (1) 1" relief valve, (1) 1" drain connection
The insulated tank dimensions to be 32" Diameter; 89.5" Height.
- **Start up, Commissioning, and Warranties** including controls, utilities, and certification by factory authorized technician.
 - Site utilities must be purged, tested & connected to system prior to start-up. Installing contractor must be present and system load available to properly fire boiler(s). If start-up requires combustion/CO2 testing, adjust and documentation by qualified technician as per Boiler IOM.

ADDITIVE ALTERNATE 1: BOILER #2 SYSTEM

- **In ADDITION to the Base Bid,** Contractor to remove and dispose of existing RBI boiler, procure (as specified above), deliver, and install electrical circuit, boiler pipe/plumbing, and other components listed below per manufacturer's written instructions, industry standard practices, federal, and local codes including but not limited to SMC Chapter 17F.030 "Boiler and Pressure Vessel Code" and UL1738.
 - **One (1) Boiler** (Lochinvar Copper Fin II CHN-992-M13 Natural Gas Hydronic Boiler),
 - **One (1) Gas Regulator** (1813C39K 2PSI Gas Regulator),
 - **One (1) Low Temp Protection Valve** (FPE Low Temperature Protection Valve, Model A2510-W3-140),
 - **One (1) Wye Strainer** (Metraflex LPD0250 Low Pressure Drop)
 - **One (1) Boiler Pump** (B&G In-Line Pump Series e-90, Model 2 AAC),
 - **Start up, Commissioning, and Warranties.**

ATTACHMENT A REVISED SECTION III

NOTES:

1. Submittal of all components required to complete the work are required for Owner review and comment/approval prior to installation.
2. The existing Supply and Vent is assumed to be adequate for the function of the replacement Boiler(s).
3. Local air quality regulations may require source testing of certain gas fired appliances in order to obtain an operating permit and assure compliance with local emission regulations. The installing contractor is responsible for meeting all codes and regulations regarding the installation of this equipment. The City is not providing source testing.
4. Combustion air piping, flue venting, fuel piping, control and sensor mounting, wiring and connection by installing contractor.
5. Seismic calculations or supports, coatings other than factory standard or Low NOx requirements b installing contractor.
6. Gas train sized for 1/2 psi.
7. Burner voltage and site gas pressure to be confirmed prior to order of equipment.
8. Exposed piping will require field insulation installed to comply with local safety codes.

CONTRACTOR MINIMUM QUALIFICATIONS:

To be deemed responsive, contractor to provide a minimum of 5 projects of equal size and scope within the last five (5) years.



*July '25
Financials*

Natural Resources - July 2025



	Adopted Budget 2025	2025 Remaining Budget Balance	2024 July Actual	2025 July Actual	2024-2025 Monthly Difference	2024 YTD Actual	2025 YTD Actual	2024-2025 YTD Difference	2024 YTD % Of Budget	2025 YTD % Of Budget	YOY % Change
Revenue											
Program Revenue	\$ 82,000	\$ 61,792	\$ 3,432	\$ 1,404	\$ (2,028)	\$ 46,754	\$ 20,208	\$ (26,546)	51.38%	24.64%	-26.73%
Operating Transfers	\$ 66,000	\$ -			\$ -	\$ 66,000	\$ 66,000	\$ -	100.00%	100.00%	
Total Revenue	\$ 148,000	\$ 61,792	\$ 3,432	\$ 1,404	\$ (2,028)	\$ 112,754	\$ 86,208	\$ (26,546)	71.82%	58.25%	-13.57%
Expenditures											
Salaries and Wages	\$ 729,322	\$ 389,135	\$ 45,758	\$ 48,162	\$ (2,404)	\$ 329,435	\$ 340,187	\$ (10,752)	50.91%	46.64%	-4.26%
Temp/Seasonal	\$ 88,582	\$ 33,521	\$ 8,990	\$ 12,496	\$ (3,506)	\$ 28,321	\$ 55,061	\$ (26,740)	32.99%	62.16%	29.17%
Personnel Benefits	\$ 292,943	\$ 164,203	\$ 18,913	\$ 19,083	\$ (170)	\$ 120,710	\$ 128,740	\$ (8,030)	48.93%	43.95%	-4.98%
Supplies	\$ 35,600	\$ 12,236	\$ 8,713	\$ 2,228	\$ 6,485	\$ 24,112	\$ 23,364	\$ 748	67.73%	65.63%	-2.10%
Services and Charges	\$ 139,800	\$ 39,210	\$ 17,255	\$ 14,049	\$ 3,206	\$ 93,089	\$ 100,590	\$ (7,501)	41.89%	71.95%	30.06%
Interfund Payments	\$ 34,090	\$ 8,177	\$ 4,159	\$ 4,732	\$ (573)	\$ 16,957	\$ 25,913	\$ (8,956)	73.73%	76.01%	2.29%
Subtotal Op. Expense	\$ 1,320,337	\$ 646,482	\$ 103,788	\$ 100,750	\$ 3,038	\$ 612,624	\$ 673,855	\$ (61,231)	48.60%	51.04%	2.43%
Transfers Out	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Total Expenditures	\$ 1,320,337	\$ 646,482	\$ 103,788	\$ 100,750	\$ 3,038	\$ 612,624	\$ 673,855	\$ (61,231)	48.60%	51.04%	2.43%
Net Gain/(Loss)	\$ (1,172,337)		\$ (100,356)	\$ (99,346)	\$ 1,010	\$ (499,870)	\$ (587,647)	\$ (87,777)			

Riverfront Park - July 2025



	Adopted Budget 2025	2025 Remaining Budget Balance	2024 July Actual	2025 July Actual	2024-2025 Monthly Difference	2024 YTD Actual	2025 YTD Actual	2024-2025 YTD Difference	2024 YTD % Of Budget	2025 YTD % Of Budget	YOY % Change
Revenue											
Program Revenue	\$ 4,669,000	\$ 2,277,407	\$ 411,527	\$ 578,179	\$ 166,652	\$ 1,739,754	\$ 2,391,593	\$ 651,839	41.64%	51.22%	9.58%
Total Revenue	\$ 4,669,000	\$ 2,277,407	\$ 411,527	\$ 578,179	\$ 166,652	1,739,754	\$ 2,391,593	\$ 651,839	41.64%	51.22%	9.58%
Expenditures											
Salaries and Wages	\$ 1,782,678	\$ 965,695	\$ 106,710	\$ 121,886	\$ (15,176)	\$ 805,495	\$ 816,983	\$ (11,488)	48.43%	45.83%	-2.60%
Temp/Seasonal	\$ 862,562	\$ 328,192	\$ 105,100	\$ 103,779	\$ 1,321	\$ 577,668	\$ 534,370	\$ 43,298	61.04%	61.95%	0.92%
Personnel Benefits	\$ 725,483	\$ 367,632	\$ 53,464	\$ 54,555	\$ (1,091)	\$ 350,262	\$ 357,851	\$ (7,589)	48.51%	49.33%	0.82%
Supplies	\$ 552,000	\$ 277,308	\$ 46,757	\$ 72,323	\$ (25,566)	\$ 303,705	\$ 274,692	\$ 29,013	49.75%	49.76%	0.02%
Services and Charges	\$ 1,586,725	\$ 804,439	\$ 111,894	\$ 101,716	\$ 10,179	\$ 601,887	\$ 782,286	\$ (180,399)	46.25%	49.30%	3.05%
Interfund Payments	\$ 6,120	\$ 2,550		\$ 510	\$ (510)		\$ 3,570	\$ (3,570)		58.3%	58.33%
Subtotal Op. Expense	\$ 5,515,568	\$ 2,745,816	\$ 423,925	\$ 454,769	\$ (30,844)	\$ 2,639,017	\$ 2,769,752	\$ (130,735)	50.33%	50.22%	-0.11%
Transfers Out	\$ 280,073	\$ 139,663			\$ -	\$ 140,408	\$ 140,410	\$ (2)	49.3%	50.1%	0.88%
Total Expenditures	\$ 5,795,641	\$ 2,885,479	\$ 423,925	\$ 454,769	\$ (30,844)	\$ 2,779,425	\$ 2,910,162	\$ (130,737)	50.27%	50.21%	-0.06%
Net Gain/(Loss)	\$ (1,126,641)		\$ (12,398)	\$ 123,410	\$ 135,808	\$ (1,039,671)	\$ (518,569)	\$ 521,102			

Recreation - July 2025



	Adopted Budget 2025	2025 Remaining Budget Balance	2024 July Actual	2025 July Actual	2024-2025 Monthly Difference	2024 YTD Actual	2025 YTD Actual	2024-2025 YTD Difference	2024 YTD % Of Budget	2025 YTD % Of Budget	YOY % Change
Revenue											
Program Revenue	\$ 1,874,431	\$ 492,981	\$ 308,048	\$ 354,259	\$ 46,211	\$ 1,213,435	\$ 1,381,450	\$ 168,015	71.75%	73.70%	1.95%
Total Revenue	\$ 1,874,431	\$ 492,981	\$ 308,048	\$ 354,259	\$ 46,211	1,213,435	\$ 1,381,450	\$ 168,015	71.75%	73.70%	1.95%
Expenditures											
Salaries and Wages	\$ 831,171	\$ 392,307	\$ 62,184	\$ 65,691	\$ (3,507)	\$ 417,768	\$ 438,864	\$ (21,096)	51.64%	52.80%	1.16%
Temp/Seasonal	\$ 1,209,095	\$ 451,965	\$ 331,323	\$ 320,970	\$ 10,353	\$ 739,572	\$ 757,130	\$ (17,558)	57.45%	62.62%	5.17%
Personnel Benefits	\$ 386,754	\$ 132,150	\$ 56,409	\$ 56,814	\$ (405)	\$ 229,501	\$ 254,604	\$ (25,103)	58.76%	65.83%	7.07%
Supplies	\$ 322,620	\$ 53,439	\$ 62,191	\$ 75,069	\$ (12,878)	\$ 235,044	\$ 269,181	\$ (34,137)	75.89%	83.44%	7.55%
Services and Charges	\$ 1,503,353	\$ 717,418	\$ 214,950	\$ 195,911	\$ 19,039	\$ 742,190	\$ 785,935	\$ (43,745)	55.89%	52.28%	-3.61%
Interfund Payments	\$ 16,950	\$ (350)	\$ 5,724	\$ 5,724	\$ 0	\$ 17,171	\$ 17,300	\$ (129)	101.3%	102.1%	0.76%
Subtotal Op. Expense	\$ 4,269,943	\$ 1,746,929	\$ 732,781	\$ 720,179	\$ 12,602	2,381,246	\$ 2,523,014	\$ (141,768)	57.49%	59.09%	1.59%
Transfers Out	127,568	127,568	127,568	-	\$ 127,568	127,568		\$ 127,568	100.0%		-100.00%
Total Expenditures	\$ 4,397,511	\$ 1,874,497	\$ 860,349	\$ 720,179	\$ 140,170	2,508,814	\$ 2,523,014	\$ (14,200)	58.76%	57.37%	-1.39%
Net Gain/(Loss)	\$ (2,523,080)		\$ (552,301)	\$ (365,921)	\$ 186,380	\$ (1,295,379)	\$ (1,141,564)	\$ 153,815			

Facility Usage Fees Collected YTD:	\$35,272
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Park Operations - July 2025



	Adopted Budget 2025	2025 Remaining Budget Balance	2024 July Actual	2025 July Actual	2024-2025 Monthly Difference	2024 YTD Actual	2025 YTD Actual	2024-2025 YTD Difference	2024 YTD % Of Budget	2025 YTD % Of Budget	YOY % Change
Revenue											
Program Revenue	\$ 220,430	\$ 94,299	\$ 37,069	\$ 34,495	\$ (2,574)	\$ 165,710	\$ 126,131	\$ (39,579)	82.68%	57.22%	-25.46%
Total Revenue	\$ 220,430	\$ 94,299	\$ 37,069	\$ 34,495	\$ (2,574)	165,710	\$ 126,131	\$ (39,579)	82.68%	57.22%	-25.46%
Expenditures											
Salaries and Wages	\$ 2,521,488	\$ 1,261,661	\$ 171,489	\$ 180,129	\$ (8,640)	\$ 1,239,969	\$ 1,259,827	\$ (19,858)	54.59%	49.96%	-4.63%
Temp/Seasonal	\$ 810,210	\$ 410,486	\$ 118,873	\$ 99,391	\$ 19,482	\$ 404,189	\$ 399,724	\$ 4,465	42.99%	49.34%	6.35%
Personnel Benefits	\$ 974,410	\$ 434,544	\$ 83,287	\$ 86,141	\$ (2,854)	\$ 479,200	\$ 539,866	\$ (60,666)	50.96%	55.40%	4.44%
Supplies	\$ 165,830	\$ 53,480	\$ 23,506	\$ 13,282	\$ 10,224	\$ 150,262	\$ 112,350	\$ 37,912	78.75%	67.75%	-11.00%
Services and Charges	\$ 1,257,734	\$ 599,415	\$ 192,029	\$ 188,042	\$ 3,987	\$ 675,433	\$ 658,319	\$ 17,114	57.49%	52.34%	-5.15%
Interfund Payments	\$ -	\$ -			\$ -			\$ -			
Subtotal Op. Expense	\$ 5,729,672	\$ 2,759,585	\$ 589,184	\$ 566,985	\$ 22,199	\$ 2,949,053	\$ 2,970,087	\$ (21,034)	53.45%	51.84%	-1.61%
Transfers Out	\$ -	\$ -	\$ 8,568	\$ -	\$ 8,568	\$ 8,568		\$ 8,568			
Total Expenditures	\$ 5,729,672	\$ 2,759,585	\$ 597,752	\$ 566,985	\$ 30,767	\$ 2,957,621	\$ 2,970,087	\$ (12,466)	53.60%	51.84%	-1.77%
Net Gain/(Loss)	\$ (5,509,242)		\$ (560,683)	\$ (532,490)	\$ 28,193	\$ (2,791,911)	\$ (2,843,956)	\$ (52,045)			


Administration - July 2025



	Adopted Budget 2025	2025 Remaining Budget Balance	2024 July Actual	2025 July Actual	2024-2025 Monthly Difference	2024 YTD Actual	2025 YTD Actual	2024-2025 YTD Difference	2024 YTD % Of Budget	2025 YTD % Of Budget	YOY % Change
Revenue											
Program Revenue	\$ 775,367	\$ 149,135	\$ 2,951	\$ 528	\$ (2,423)	\$ 606,910	\$ 626,232	\$ 19,322	98.27%	80.77%	-17.50%
Operating Transfers	\$19,090,885	\$ 8,066,844	\$1,443,900	\$ 1,463,452	\$ 19,552	\$10,843,418	\$11,024,041	\$ 180,623	57.77%	57.75%	-0.02%
Total Revenue	\$19,866,252	\$ 8,215,979	\$1,446,851	\$ 1,463,980	\$ 17,129	\$11,450,328	\$11,650,273	\$ 199,945	59.06%	58.64%	-0.41%
Expenditures											
Salaries and Wages	\$ 2,873,190	\$ 1,361,659	\$ 186,667	\$ 212,535	\$ (25,868)	\$ 1,438,856	\$ 1,511,531	\$ (72,675)	53.80%	52.61%	-1.19%
Temp/Seasonal	\$ 94,558	\$ 46,392	\$ 20,564	\$ 7,314	\$ 13,250	\$ 71,636	\$ 48,166	\$ 23,470	101.45%	50.94%	-50.52%
Personnel Benefits	\$ 939,329	\$ 441,012	\$ 68,767	\$ 69,728	\$ (961)	\$ 458,813	\$ 498,317	\$ (39,504)	54.63%	53.05%	-1.58%
Supplies	\$ 217,500	\$ 166,560	\$ 5,168	\$ 11,663	\$ (6,495)	\$ 91,707	\$ 50,940	\$ 40,767	21.92%	23.42%	1.50%
Services and Charges	\$ 1,178,870	\$ 500,029	\$ 95,088	\$ 79,362	\$ 15,726	\$ 692,766	\$ 678,841	\$ 13,925	69.65%	57.58%	-12.06%
Interfund Services	\$ 2,724,981	\$ 987,430	\$ 312,955	\$ 554,152	\$ (241,197)	\$ 1,470,786	\$ 1,737,551	\$ (266,765)	59.09%	63.76%	4.68%
Subtotal Op. Expense	\$ 8,028,428	\$ 3,503,084	\$ 689,209	\$ 934,754	\$ (245,545)	\$ 4,224,564	\$ 4,525,344	\$ (300,780)	56.42%	56.37%	-0.06%
Transfers Out/Capital Outlay	\$ 1,473,805	\$ 927,902	\$ 204,052		\$ 204,052	\$ 650,388	\$ 545,903	\$ 104,485	40.50%	37.04%	-3.46%
Total Expenditures	\$ 9,502,233	\$ 4,430,986	\$ 893,261	\$ 934,754	\$ (41,493)	\$ 4,874,952	\$ 5,071,247	\$ (196,295)	53.61%	53.37%	-0.24%
Net Gain/(Loss)	\$10,364,019		\$ 553,590	\$ 529,226	\$ (24,364)	\$ 6,575,376	\$ 6,579,025	\$ 3,649			

Parks Fund - July 2025



 City of Spokane PARKS & RECREATION	Adopted Budget 2025	2025 Remaining Budget Balance	2024 July Actual	2025 July Actual	2024-2025 Monthly Difference	2024 YTD Actual	2025 YTD Actual	2024-2025 YTD Difference	2024 YTD % Of Budget	2025 YTD % Of Budget	YOY % Change
Operating Revenue											
Program Revenue	\$ 7,644,228	\$ 2,952,423	\$ 799,567	\$ 1,001,040	\$ 201,473	\$ 3,826,309	\$ 4,691,805	\$ 865,496	56.37%	61.38%	5.01%
Operating Transfers	\$ 19,090,885	\$ 7,995,156	\$ 1,428,900	\$ 1,463,452	\$ 34,552	\$ 10,968,749	\$ 11,095,729	\$ 126,980	58.23%	58.12%	-0.11%
Total Operating Revenue	\$ 26,735,113	\$ 10,947,578	\$ 2,228,467	\$ 2,464,492	\$ 236,025	\$ 14,795,058	\$ 15,787,535	\$ 992,477	57.7%	59.1%	1.31%
Operating Expenses											
Salaries and Wages	\$ 8,737,851	\$ 4,370,459	\$ 572,808	\$ 628,404	\$ (55,596)	\$ 4,231,524	\$ 4,367,392	\$ (135,868)	51.61%	49.98%	-1.63%
Temp/Seasonal	\$ 3,065,007	\$ 1,270,556	\$ 584,850	\$ 543,950	\$ 40,900	\$ 1,821,416	\$ 1,794,451	\$ 26,965	56.35%	58.55%	2.20%
Personnel Benefits	\$ 3,318,916	\$ 1,539,102	\$ 280,839	\$ 286,321	\$ (5,482)	\$ 1,638,488	\$ 1,779,814	\$ (141,326)	52.19%	53.63%	1.44%
Supplies	\$ 1,293,550	\$ 545,475	\$ 146,028	\$ 174,565	\$ (28,537)	\$ 805,510	\$ 748,075	\$ 57,435	51.47%	57.83%	6.36%
Services and Charges	\$ 5,656,482	\$ 2,569,534	\$ 661,282	\$ 592,934	\$ 68,348	\$ 2,899,635	\$ 3,086,948	\$ (187,313)	57.63%	54.57%	-3.06%
Interfund Payments	\$ 2,781,861	\$ 997,527	\$ 322,838	\$ 565,118	\$ (242,280)	\$ 1,504,914	\$ 1,784,334	\$ (279,420)	59.50%	64.14%	4.64%
Total Operating Expenses	\$ 24,853,667	\$ 11,292,652	\$ 2,568,645	\$ 2,791,293	\$ (222,648)	\$ 12,901,487	\$ 13,561,015	\$ (659,528)	54.45%	54.56%	0.12%
Net Operating Income (Loss)	\$ 1,881,446	\$ (345,074)	\$ (340,178)	\$ (326,801)	\$ 13,377	\$ 1,893,571	\$ 2,226,520	\$ 332,949	98.17%	118.34%	20.17%
Other Financial Activity											
Capital Outlay	\$ 1,170,011	\$ 556,571	\$ 200,052	\$ 113,440	\$ 26,696	\$ 619,486	\$ 613,440	\$ 6,046	46.32%	52.43%	6.11%
Transfers Out	\$ 461,435	\$ 275,123	\$ 140,136			\$ 307,446	\$ 186,312	\$ 121,134	65.91%	40.38%	-25.54%
Budget Reserve	\$ 250,000	\$ 250,000									
Total Other Activity	\$ 1,881,446	\$ 1,081,693	\$ 340,188	\$ 113,440	\$ 26,696	\$ 926,932	\$ 799,753	\$ 127,179	48.06%	42.51%	-5.55%
Total Expenditures	\$ 26,735,113	\$ 12,374,346	\$ 2,908,833	\$ 2,904,733	\$ 4,100	\$ 13,828,419	\$ 14,360,767	\$ (532,348)	53.96%	53.72%	-0.25%
Net Gain/(Loss)	\$ -		\$ (680,366)	\$ (440,241)	\$ 240,125	\$ 966,639	\$ 1,426,768	\$ 460,129			

Beginning Fund Balance	\$ 4,099,917	*Updated 2/27/25
5% Reserve Requirement	\$ (1,386,756)	
Revenue Stabilization Reserve	\$ (400,000)	
Reserve for Special Projects	\$ (343,452)	
Reserve for USDA Grant Liability	\$ (200,000)	
Beginning Reserves	\$ 1,769,709	
YTD Net Revenue (Expense)	\$ 1,426,768	
Ending Fund Balance	\$ 3,196,477	

Golf Fund - July 2025



	Adopted Budget 2025	2025 Remaining Budget Balance	2024 July Actual	2025 July Actual	2024-2025 Monthly Difference	2024 YTD Actual	2025 YTD Actual	2024-2025 YTD Difference	2024 YTD % Of Budget	2025 YTD % Of Budget	YOY % Change
Revenue											
Program Revenue	\$ 5,930,281	\$ 1,315,086	\$ 946,400	\$ 1,033,462	\$ 87,062	\$ 4,337,073	\$ 4,615,195	\$ 278,122			
Pre-Sale Revenue					\$ -	216,362	125,204	\$ (91,158)			
Facility Improvement Fee	\$ -		\$ (127,034)	\$ (139,039)	\$ (12,005)	\$ (572,416)	\$ (594,503)	\$ (22,087)			
Other Transfers-In	\$ -	\$ -			\$ -						
Total Revenue	\$ 5,930,281	\$ (1,784,385)	\$ 819,366	\$ 894,423	\$ 75,058	\$ 3,981,019	\$ 4,145,896	\$ 164,877	74.08%	69.91%	-4.17%
Expenditures											
Salaries and Wages	\$ 1,263,109	\$ 486,953	\$ 96,032	\$ 101,276	\$ (5,244)	\$ 649,708	\$ 640,871	\$ 8,837	57.61%	50.74%	-6.87%
Temp/Seasonal	\$ 722,232	\$ 319,344	\$ 79,966	\$ 86,176	\$ (6,210)	\$ 311,064	\$ 332,418	\$ (21,354)	47.73%	46.03%	-1.70%
Personnel Benefits	\$ 503,997	\$ 166,734	\$ 51,016	\$ 54,532	\$ (3,516)	\$ 279,883	\$ 300,389	\$ (20,506)	59.92%	59.60%	-0.32%
Supplies	\$ 561,900	\$ 242,925	\$ 82,576	\$ 47,986	\$ 34,590	\$ 250,011	\$ 288,975	\$ (38,964)	47.00%	51.43%	4.42%
Services and Charges	\$ 1,471,356	\$ 710,098	\$ 195,533	\$ 204,019	\$ (8,487)	\$ 653,476	\$ 725,658	\$ (72,182)	45.51%	49.32%	3.80%
Interfund Payments	\$ 356,409	\$ (4,439)	\$ 29,173	\$ 78,644	\$ (49,471)	\$ 139,955	\$ 241,447	\$ (101,492)	59.05%	67.74%	8.69%
Subtotal Op. Expense	\$ 4,879,003	\$ 2,349,245	\$ 534,296	\$ 572,634	\$ (38,338)	\$ 2,284,097	\$ 2,529,758	\$ (245,661)	51.31%	51.85%	0.54%
Capital Outlay	\$ 1,000,000	\$ 296,225	\$ 179,532	\$ 313,684	\$ (134,151)	\$ 471,480	\$ 703,775	\$ (232,295)	65.97%	70.38%	4.40%
Transfers Out		\$ -									
Total Expenditures	\$ 5,879,003	\$ 2,645,470	\$ 713,829	\$ 886,318	\$ (172,489)	\$ 2,755,577	\$ 3,233,533	\$ 477,956	53.34%	55.00%	1.66%
Net Gain/(Loss)	\$ 51,278		\$ 105,537	\$ 8,105	\$ (97,432)	\$ 1,225,442	\$ 912,363	\$ (313,079)			
* Beginning Fund Balance	\$ 80,905	Updated 3/4/25									
Less 7% Reserve	\$ (454,810)										
Less Current Lease Payments	\$ (164,729)										
Beginning Year Reserves	\$ (538,634)										
YTD Change in Cash	\$ 912,363										
YTD Available Cash	\$ 373,729										

* 2025 Beginning Fund Balance does not include the FIF reserve of \$2,471,131

Facility Improvement Fee - July 2025



	2024 July Actual	2025 July Actual	2024-2025 Monthly Difference	2024 YTD Actual	2025 YTD Actual	2024-2025 Monthly Difference
Revenue	\$ 127,034	\$ 139,039	\$ 12,005	\$ 572,416	\$ 594,503	\$ 22,087
Debt Service Payments		\$ -	\$ -	\$ (309,417)	\$ (309,548)	\$ 131

Facility Improvement Fee - Fund Balance


Beginning Fund Balance	\$ 2,471,131
YTD Revenues	\$ 594,503
YTD Loan Payments	\$ (309,548)
Ending Fund Balance	\$ 2,756,086

GOLF SIP Loan Amortization


Period Ending	Principal	Interest	Total Payment	Principal Balance
6/1/2024	\$ 277,845	\$ 31,571	\$ 309,417	\$ 6,071,552
12/1/2024	\$ 278,369	\$ 30,239	\$ 308,608	\$ 5,793,183
6/1/2025	\$ 280,645	\$ 28,903	\$ 309,548	\$ 5,512,538
12/1/2025	\$ 281,175	\$ 27,557	\$ 308,732	\$ 5,231,363

Capital Reserves and CIP - Fund 1950

January 1, 2025 - July 31, 2025

		BEGINNING BALANCE	REVENUES	EXPENDITURES	ENDING FUND BALANCE	OUTSTANDING ENCUMBRANCES	REMAINING BALANCE
Undesignated	General Operating	\$ 48,502	\$ 37,710	\$ -	\$ 86,213		\$ 86,213
Designated	Capital and Other Designated Reserves	\$ 755,585	\$ 44,287	\$ 59,283	\$ 740,588	\$ 26,686	\$ 713,903
	CIP Projects	\$ 2,853,118	\$ 1,712,650	\$ 368,000	\$ 4,197,768	\$ 2,724,368	\$ 1,473,401
Restricted	Reserved for Property Donations	\$ 20,122			\$ 20,122		\$ 20,122
	Merkel Field Turf Loan	\$ -		\$ 191,352	\$ (191,352)		\$ (191,352)
	Riverfront Conservation Futures Loan	\$ 170,129	\$ -	\$ -	\$ 170,129		\$ 170,129
	Cowley Park	\$ 160,979	\$ 7,878		\$ 168,857		\$ 168,857
Total		\$ 4,008,436	\$ 1,802,524	\$ 618,635	\$ 5,192,326	\$ 2,751,053	\$ 2,441,273

Capital and Other Reserves

		January 1, 2025 - July 31, 2025					
		BEGINNING BALANCE	REVENUES	EXPENDITURES	ENDING FUND BALANCE	OUTSTANDING ENCUMBRANCES	REMAINING BALANCE
Specialized Fleet		\$ 393,278	\$ 19,000	\$ -	\$ 412,278	\$ 18,951	\$ 393,327
Capital Equipment Maintenance		\$ 213,847	\$ 14,377	\$ -	\$ 228,223	\$ 7,735	\$ 220,488
Undefined Parks Capital Reserve		\$ 50,000	\$ -	\$ -	\$ 50,000		\$ 50,000
Sky Prairie/5-Mile		\$ 40,666	\$ -	\$ -	\$ 40,666		\$ 40,666
Recreation Capital Reserve		\$ 4,845	\$ -	\$ -	\$ 4,845		\$ 4,845
Park-wide Fuels Reduction		\$ -	\$ 10,910	\$ 10,910	\$ -		\$ -
"Coca-Cola" Reserve							
	Riverfront Park	\$ 37,240	\$ -	\$ 37,240	\$ (0)		\$ (0)
	Golf	\$ 7,355	\$ -	\$ 5,445	\$ 1,911		\$ 1,911
	Aquatics	\$ 8,354	\$ -	\$ 5,689	\$ 2,665		\$ 2,665
Total		\$ 755,585	\$ 44,287	\$ 59,283	\$ 740,588	\$ 26,686	\$ 713,903



Active CIP Projects - Fund 1950

PROJECT	2025 BEGINNING BUDGET	CURRENT YEAR CONTRIBUTIONS	CURRENT BUDGET	EXPENDED	ENCUMBERED	TOTAL EXPENDED AND COMMITTED TO DATE	BUDGET REMAINING
Audubon Park	\$ 5,000		\$ 5,000	\$ 11,853	\$ 51,244	\$ 63,097	\$ (58,096.82)
Audubon Park Rock Scramble, Roskelley Foundation	\$ 2,035		\$ 2,035	\$ -	\$ -	\$ -	\$ 2,034.50
Tennis Courts, USTA Private Grant	\$ 23,412		\$ 23,412	\$ -	\$ -	\$ -	\$ 23,412.30
Dutch Jake's Park	\$ 6,890		\$ 6,890	\$ -	\$ -	\$ -	\$ 6,890.29
Susie's Trail (18-30)	\$ 13,112		\$ 13,112	\$ -	\$ 1,960	\$ 1,960	\$ 11,152.14
Make Beacon Hill Public, Phase 2, County	\$ 473,218	\$ 712,645	\$ 1,185,864	\$ 58,489	\$ 2,328,381	\$ 2,386,870	\$ (1,201,006.05)
Public Works funded Water Conservation projects	\$ 985,367	\$ 250,000	\$ 1,235,367	\$ -	\$ -	\$ -	\$ 1,235,366.66
Don Kardong Bridge	\$ 149,886		\$ 149,886	\$ 14,500	\$ 57,222	\$ 71,722	\$ 78,163.64
City-Wide Dog Park	\$ 11,191	\$ 1,960	\$ 13,151	\$ 8,536	\$ 2,655	\$ 11,191	\$ 1,960.00
Corbin Park Sport Court	\$ 13,212	\$ (287)	\$ 12,925	\$ 12,925	\$ -	\$ 12,925	\$ 0.00
CDA Park Irrigation	\$ 2,373		\$ 2,373	\$ 5,988	\$ -	\$ 5,988	\$ (3,614.81)
CDA Park Playground	\$ 1,746		\$ 1,746	\$ -	\$ -	\$ -	\$ 1,746.00
Underhill Park Sport Court Renovation	\$ 38,774	\$ 612	\$ 39,385	\$ 40,305	\$ 7,135	\$ 47,441	\$ (8,055.54)
RFP Post St Parking Lot Renovation	\$ (3,565)	\$ 300,000	\$ 296,435	\$ 2,247	\$ -	\$ 2,247	\$ 294,187.76
Meadowglen Park Development	\$ 59,018	\$ 161,319	\$ 220,337	\$ 203,072	\$ 226,171	\$ 429,243	\$ (208,905.95)
Manito Bridge Railing	\$ 11,570		\$ 11,570	\$ -	\$ 11,570	\$ 11,570	\$ -
Dwight Merkel Field Study	\$ 2,475		\$ 2,475	\$ -	\$ 2,475	\$ 2,475	\$ -
High Drive Park Disc Golf design	\$ -	\$ -	\$ -	\$ -	\$ 28,780	\$ 28,780	\$ (28,780.00)
High Drive Bluff Rocket Gulch Stairs	\$ -	\$ -	\$ -	\$ 10,084	\$ -	\$ 10,084	\$ (10,084.18)
6-year CIP Capital Projects	\$ 949,823	\$ 387,208	\$ 1,337,031	\$ -	\$ -	\$ -	\$ 1,337,030.91
Net Deficit from PY projects	\$ 6,775		\$ 6,775	\$ -	\$ 6,775	\$ 6,775	\$ -
Total	\$ 2,853,118	\$ 1,712,650	\$ 4,565,768	\$ 368,000	\$ 2,724,368	\$ 3,092,367	\$ 1,473,400.85



Tree Equity Spokane

Federal Funds Summary			
Cost Categories	Awarded Amount	Actual to date	Balance
Personnel	\$365,000.00	\$100,057.21	\$264,942.79
Fringe	\$146,000.00	\$34,736.11	\$111,263.89
Travel	\$0.00	\$0.00	\$0.00
Supplies	\$19,500.00	\$7,796.31	\$11,703.69
Contractual	\$5,269,500.00	\$353,493.43	\$4,916,006.57
Other	\$200,000.00	\$56.62	\$199,943.38
Indirect	\$0.00	\$0.00	\$0.00
TOTAL	\$6,000,000.00	\$496,139.68	\$5,503,860.32

- This is a 5 year, \$6 million reimbursable grant through the USDA Forest Service via the Inflation Reduction Act.
- This grant is managed by Amber Ramirez, Parks Urban Forester, with a subaward granted to the Lands Council (\$200K).
- The funding period is from October, 2024 through October 2029.
- Data provided will run one month behind to allow for invoices and reimbursements.