



City of Spokane Park Board Golf Committee Meeting

8 a.m. Tuesday, Aug. 11, 2020

WebEx virtual meeting

Call in: 408-418-9388

Access code#: 146 989 3971

Mark Poirier – Golf Manager

Committee Members:

Gerry Sperling – Chair

Rick Chase

Bob Anderson

Barb Richey

Notice is hereby given that, pursuant to Gov. Inslee's Proclamation 20-28, dated March 24, 2020, all public meetings subject to the Open Public Meetings Act, Chapter 42.30 RCW, are to be held remotely and that the in-person attendance requirement in RCW 42.30.030 has been suspended until the termination of the COVID-19 State of Emergency or 11:59 p.m. Sept. 1, 2020, whichever occurs first.

The special meeting of the City of Spokane Park Board Golf Committee will be held virtually via WebEx teleconferencing at 8 a.m. Tuesday, Aug. 11. The public will be able to listen to the meeting by calling 408-418-9388 and enter the access code 146 989 3971 when prompted. Written public comment may be submitted via email or mail. Comments must be received no later than 1 p.m. Aug. 10 by email to <mailto:spokaneparks@spokanecity.org> or mail to: Park Board Golf Committee, 5th floor City Hall, 808 West Spokane Falls Blvd., Spokane, Washington 99201. Submitted public comments will be presented to committee members prior to the meeting.

Agenda

Call to order – *Gerry Sperling*

Public comment – *Gerry Sperling*

Action items:

1. Maintenance equipment purchase Toro \$361,595.37 + Financial fees (tax inclusive) – Mark Poirier

Discussion items:

1. Spokane City Championship update – Mark Poirier

2. September Golf Committee meeting – Mark Poirier

Standing reports:

1. Golf marketing report – *Fianna Dickson*

2. Golf financial report – *Mark Poirier*

3. Superintendents' report – *Mark Poirier*

4. What's Happening at the Courses – *Mark Poirier*

Agenda Subject to Change

AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION: The City of Spokane is committed to providing equal access to its facilities, programs and services for persons with disabilities. Headsets may be checked out (upon presentation of picture I.D.) through the meeting organizer. Individuals requesting reasonable accommodations or further information may call, write, or email Human Resources at 509.625.6363, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or erahrclerks@spokanecity.org. Persons who are deaf or hard of hearing may contact Human Resources through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

Spokane Park Board

Briefing Paper



Committee				
Committee meeting date				
Requester	Phone number:			
Type of agenda item	Consent	Discussion	Information	Action
Type of contract/agreement	New	Renewal/extension	Amendment/change order	Other
City Clerks file (OPR or policy #)				
Item title: (Use exact language noted on the agenda)				
Begin/end dates	Begins:	Ends:	Open ended	
Background/history:				
Motion wording:				
Approvals/signatures outside Parks:	Yes	No		
If so, who/what department, agency or company:				
Name:	Email address:		Phone:	
Distribution:				
Parks – Accounting				
Parks – Pamela Clarke				
Requester:				
Grant Management Department/Name:				
Fiscal impact:	Expenditure	Revenue		
Amount:	Budget code:			
Vendor:	Existing vendor	New vendor		
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		
UBI:	Business license expiration date:	Insurance Certificate (min. \$1 million in General Liability)		



Date: August 3, 2020

Quotation for Spokane City Park & Rec

Quote No:8059763-00

Prepared For: Mark Poirier	Quote No: 8059763-00
Spokane City Park & Rec	iQuote No: 35503
W 808 Spokane Falls Blvd	Sales Person: Kelly Bowen
5th Floor Municipal Bldg	kelly.bowen@western-equip.com
Spokane, WA 99201	(509) 701-1467

National IPA Pricing: Contract 2017025, IPA Membership required.

Summary

Configuration Name	Qty	Unit Price	Sub Total	Sales Tax	Total
010-Groundsmaster 4500	1	\$67,364.61	\$67,364.61	\$5,995.45	\$73,360.06
020-Greenmaster 3320 Triflex Hybrid-Gas 21HP	3	\$41,434.26	\$124,302.78	\$11,062.93	\$135,365.71
030-Multi Pro 5800G with Excelarate	1	\$52,788.52	\$52,788.52	\$4,698.18	\$57,486.70
040-Greenmaster 3320 Triflex Hybrid-Gas 21HP	1	\$0.00	\$0.00	\$0.00	\$0.00
050-ProPass 200 Wireless	1	\$0.00	\$0.00	\$0.00	\$0.00
Totals:			\$244,455.91	\$21,756.56	\$266,212.47



Date: August 3, 2020

Quotation for Spokane City Park & Rec

Quote No:8059764-00

Prepared For: Mark Poirier	Quote No: 8059764-00
Spokane City Park & Rec	iQuote No: 51942
W 808 Spokane Falls Blvd	Sales Person: Kelly Bowen
5th Floor Municipal Bldg	kelly.bowen@western-equip.com
Spokane, WA 99201	(509) 701-1467

Summary

Configuration Name	Qty	Unit Price	Sub Total	Sales Tax	Total
010-Greenmaster 3320 Triflex Hybrid-Gas 21HP	1	\$43,034.64	\$43,034.64	\$3,830.08	\$46,864.72
020-Multi Pro 5800G with Excelarate	1	\$44,552.97	\$44,552.97	\$3,965.21	\$48,518.18
Totals:			\$87,587.61	\$7,795.29	\$95,382.90

City of Spokane - Parks & Recreation
Golf Fund -- 4600
Financial Report
July 2020

	Monthly Comparison					Year-to-Date Comparison					
	ADOPTED BUDGET 2020	2020 ADOPTED BUDGET Balance	2019 July Actual	2020 July Actual	2019 - 2020 Monthly Difference	2019 YTD Actual	2020 YTD Actual	2019-2020 YTD Difference	2019 YTD % OF BUDGET	2020 YTD % OF BUDGET	Change in %
Revenue:											
Program Revenue	4,025,270		530,940	614,610	\$ 83,670	1,944,270	1,887,338	\$ (56,932)	51.1%	46.9%	-4.21%
Pre-Sale Revenue					\$ -	130,199	154,705	\$ 24,506			
Pepsi Commissions	-		-	-	\$ -	-	-	\$ -			
Facility Improvement Fee	-		103,289	128,553	\$ 25,265	374,248	377,538	\$ 3,290			
Other Transfers In	-		-	-	\$ -	-	131,652	\$ 131,652			
TOTAL REVENUE:	\$ 4,025,270	\$ (1,474,037)	\$ 634,229	\$ 743,164	\$ 108,935	2,448,717	\$ 2,551,233	\$ 102,516	64.4%	63.4%	-0.97%
Expenditures:											
Salaries and Wages	1,250,892	669,960	113,854	184,706	\$ 70,852	603,822	580,932	\$ 22,891	48.2%	46.4%	-1.78%
Personnel Benefits	323,259	120,216	37,836	49,027	\$ 11,191	202,269	203,043	\$ (774)	62.2%	62.8%	0.56%
Supplies	316,920	207,834	33,222	49,722	\$ 16,500	150,816	109,086	\$ 41,729	47.6%	34.4%	-13.17%
Services and Charges	999,405	654,683	108,323	82,303	\$ (26,020)	334,804	344,722	\$ (9,918)	32.7%	34.5%	1.81%
Interdepartment Svcs	273,174	133,249	24,896	13,248	\$ (11,648)	144,961	139,925	\$ 5,036	50.6%	51.2%	0.63%
Intergovernment Svcs	21,000	10,368	3,884	4,810	\$ 926	11,208	10,632	\$ 576	53.4%	50.6%	-2.74%
Subtotal Op. Exp.	\$ 3,184,650	\$ 1,796,309	\$ 322,014	\$ 383,816	\$ 61,801	1,447,881	\$ 1,388,341	\$ 59,540	44.9%	43.6%	-1.29%
Capital Outlay	295,000	294,540	3,999	-	\$ (3,999)	99,779	460	\$ 99,319	39.9%	0.2%	-39.76%
Transfers Out	483,216	378,477	-	-	\$ -	112,967	104,739	\$ 8,228	40.9%	21.7%	-19.26%
TOTAL EXPENDITURES:	\$ 3,962,866	\$ 2,469,326	\$ 326,014	\$ 383,816		1,660,627	\$ 1,493,540	\$ (167,087)	44.3%	37.7%	-6.57%
Total Funding: (Rev. less Exp.)	\$ 62,404		\$ 308,215	\$ 359,348		\$ 788,089	\$ 1,057,693	\$ 269,604			

Beginning Fund Balance	\$ 394,515
Less 7% Reserve Requirement	\$ (277,401)
Beginning 2019 Excess Reserves	\$ 117,114
2020 YTD Change in Cash	\$ 1,057,693
Encumbrances at Month End	
Facility Improvement Reserve	\$ (759,890)
2020 YTD Available Cash	\$ 414,917

2020 Annual YOY Golf Comparison Report

ROUNDS

		DOWNRIVER			ESMERALDA			INDIAN CANYON			QUALCHAN			CITY HALL			TOTALS		
		2020	2019	DIFF	2020	2019	DIFF	2020	2019	DIFF	2020	2019	DIFF	2020	2019	DIFF	2020	2019	DIFF
COUNT	REGULAR ROUND	10,428	11,729	(1,301)	6,768	6,491	277	7,100	7,475	(375)	6,987	7,247	(260)	0	0	0	31,282	32,942	(1,660)
	DISCOUNT ROUND	11,076	12,878	(1,802)	10,977	12,658	(1,681)	8,730	3,573	5,157	8,695	10,260	(1,565)	0	0	0	39,478	39,369	109
	MULTI-PLAY ROUND	1,188	1,113	75	825	788	37	744	283	461	1,779	1,810	(31)	0	0	0	4,536	3,994	542
	OTHER ROUND	1,069	1,699	(630)	840	1,009	(169)	1,025	535	490	972	1,602	(630)	0	0	0	3,906	4,845	(939)
	TOTAL	23,761	27,419	(3,658)	19,410	20,946	(1,537)	17,599	11,866	5,733	18,433	20,919	(2,486)	0	0	0	79,202	81,150	(1,948)
REVENUE	REGULAR ROUND	\$ 222,936	\$ 260,274	\$ (37,339)	\$ 155,597	\$ 161,636	\$ (6,039)	\$ 176,129	\$ 154,408	\$ 21,720	\$ 202,233	\$ 213,731	\$ (11,498)	\$ -	\$ -	\$ -	\$ 756,895	\$ 790,050	\$ (33,155)
	DISCOUNT ROUND	\$ 216,080	\$ 251,635	\$ (35,555)	\$ 195,277	\$ 232,649	\$ (37,372)	\$ 171,920	\$ 72,875	\$ 99,045	\$ 196,113	\$ 219,228	\$ (23,115)	\$ -	\$ -	\$ -	\$ 779,391	\$ 776,388	\$ 3,003
	MULTI-PLAY ROUND	\$ -	\$ 0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,715	\$ 14,101	\$ 2,615	\$ -	\$ -	\$ -	\$ 16,715	\$ 14,101	\$ 2,615
	OTHER ROUND	\$ 5,555	\$ 19,686	\$ (14,131)	\$ 234	\$ 400	\$ (167)	\$ 9,666	\$ 4,499	\$ 5,167	\$ 4,204	\$ 18,365	\$ (14,161)	\$ -	\$ -	\$ -	\$ 19,659	\$ 42,951	\$ (23,292)
	TOTAL	\$ 444,571	\$ 531,596	\$ (87,025)	\$ 351,108	\$ 394,686	\$ (43,578)	\$ 357,715	\$ 231,782	\$ 125,933	\$ 419,266	\$ 465,425	\$ (46,159)	\$ -	\$ -	\$ -	\$ 1,572,660	\$ 1,623,489	\$ (50,829)

PASSES

		DOWNRIVER			ESMERALDA			INDIAN CANYON			QUALCHAN			CITY HALL			TOTALS		
		2020	2019	DIFF	2020	2019	DIFF	2020	2019	DIFF	2020	2019	DIFF	2020	2019	DIFF	2020	2019	DIFF
COUNT	DISCOUNT PASS	1,036	1,429	(393)	493	808	(315)	548	150	398	891	1,059	(168)	219	19	200	3,187	3,465	(278)
	SEASON PASS	8	11	(3)	3	5	(2)	1	0	1	11	10	1	1	1	0	24	27	(3)
	OTHER PASS	54	38	16	227	321	(94)	46	34	12	55	60	(5)	235	246	(11)	617	699	(82)
	TOTAL	1,098	1,478	(380)	723	1,134	(411)	595	184	411	957	1,129	(172)	455	266	189	3,828	4,191	(363)
REVENUE	DISCOUNT PASS	\$ 50,442	\$ 73,408	\$ (22,966)	\$ 22,557	\$ 39,990	\$ (17,432)	\$ 24,055	\$ 6,580	\$ 17,475	\$ 43,844	\$ 47,931	\$ (4,087)	\$ 10,567	\$ 2,192	\$ 8,375	\$ 151,465	\$ 170,100	\$ (18,636)
	SEASON PASS	\$ 10,711	\$ 16,342	\$ (5,631)	\$ 3,687	\$ 6,677	\$ (2,989)	\$ 1,668	\$ -	\$ 1,668	\$ 13,696	\$ 11,158	\$ 2,538	\$ 176	\$ 176	\$ 0	\$ 29,939	\$ 34,352	\$ (4,414)
	OTHER PASS	\$ 6,311	\$ 5,746	\$ 565	\$ 10,503	\$ 15,419	\$ (4,915)	\$ 6,688	\$ 4,493	\$ 2,195	\$ 8,465	\$ 8,828	\$ (363)	\$ 12,721	\$ 9,814	\$ 2,907	\$ 44,689	\$ 44,301	\$ 388
	TOTAL	\$ 67,464	\$ 95,495	\$ (28,031)	\$ 36,748	\$ 62,085	\$ (25,337)	\$ 32,411	\$ 11,074	\$ 21,338	\$ 66,006	\$ 67,918	\$ (1,912)	\$ 23,463	\$ 12,182	\$ 11,281	\$ 226,092	\$ 248,754	\$ (22,662)

CART FEES

		DOWNRIVER			ESMERALDA			INDIAN CANYON			QUALCHAN			CITY HALL			TOTALS		
		2020	2019	DIFF	2020	2019	DIFF	2020	2019	DIFF	2020	2019	DIFF	2020	2019	DIFF	2020	2019	DIFF
COUNT	PRIVATE CART FEE & PERMIT	418	500	(83)	393	338	55	295	129	166	294	318	(24)	0	0	0	1,400	1,285	115
	PRO CART FEE	8,871	10,269	(1,397)	9,892	10,490	(598)	10,341	7,556	2,785	9,438	10,561	(1,123)	0	0	0	38,542	38,876	(333)
	TOTAL	9,289	10,769	(1,480)	10,285	10,828	(543)	10,636	7,685	2,951	9,732	10,879	(1,147)	0	0	0	39,942	40,161	(219)
REVENUE	PRIVATE CART FEE & PERMIT	\$ 11,594	\$ 13,600	\$ (2,005)	\$ 5,861	\$ 7,004	\$ (1,143)	\$ 4,125	\$ 1,859	\$ 2,266	\$ 11,108	\$ 10,501	\$ 607	\$ -	\$ -	\$ -	\$ 32,688	\$ 32,963	\$ (275)
	PRO CART FEE	\$ 1,699	\$ 1,756	\$ (56)	\$ 2,894	\$ 2,684	\$ 210	\$ 3,568	\$ 2,177	\$ 1,392	\$ 1,704	\$ 1,677	\$ 27	\$ -	\$ -	\$ -	\$ 9,865	\$ 8,293	\$ 1,572
	TOTAL	\$ 13,294	\$ 15,355	\$ (2,062)	\$ 8,755	\$ 9,688	\$ (933)	\$ 7,693	\$ 4,035	\$ 3,658	\$ 12,812	\$ 12,178	\$ 634	\$ -	\$ -	\$ -	\$ 42,553	\$ 41,256	\$ 1,297

BUCKET OF BALLS

		DOWNRIVER			ESMERALDA			INDIAN CANYON			QUALCHAN			CITY HALL			TOTALS		
		2020	2019	DIFF	2020	2019	DIFF	2020	2019	DIFF	2020	2019	DIFF	2020	2019	DIFF	2020	2019	DIFF
COUNT		5,890	6,849	(960)	4,573	5,626	(1,053)	9,267	8,595	672	6,719	7,128	(409)	0	0	0	26,449	28,198	(1,750)
REVENUE		\$ 434	\$ 475	\$ (41)	\$ 709	\$ 829	\$ (120)	\$ 1,756	\$ 1,416	\$ 340	\$ 580	\$ 561	\$ 19	\$ -	\$ -	\$ -	\$ 3,480	\$ 3,282	\$ 198

FACILITY IMPROVEMENT FEE

		DOWNRIVER			ESMERALDA			INDIAN CANYON			QUALCHAN			CITY HALL			TOTALS		
		2020	2019	DIFF	2020	2019	DIFF	2020	2019	DIFF	2020	2019	DIFF	2020	2019	DIFF	2020	2019	DIFF
COUNT		21,759	25,060	(3,301)	17,310	19,573	(2,264)	15,953	10,265	5,688	17,557	19,533	(1,976)	264	35	229	72,842	74,466	(1,624)
REVENUE		\$ 111,171	\$ 127,834	\$ (16,663)	\$ 87,118	\$ 99,292	\$ (12,174)	\$ 83,085	\$ 42,693	\$ 40,392	\$ 91,887	\$ 101,736	\$ (9,849)	\$ 3,140	\$ 632	\$ 2,508	\$ 376,401	\$ 372,188	\$ 4,213

REVENUE SUMMARY

		DOWNRIVER			ESMERALDA			INDIAN CANYON			QUALCHAN			CITY HALL			TOTALS		
		2020	2019	DIFF	2020	2019	DIFF	2020	2019	DIFF	2020	2019	DIFF	2020	2019	DIFF	2020	2019	DIFF
Lessons																			
MISC REVENUE		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,360	\$ (10,360)	\$ -	\$ 10,360	\$ (10,360)
TOTAL REVENUE		\$ 636,933	\$ 770,755	\$ (133,822)	\$ 484,438	\$ 566,580	\$ (82,142)	\$ 482,660	\$ 291,000	\$ 191,660	\$ 590,551	\$ 647,818	\$ (57,267)	\$ 26,603	\$ 23,174	\$ 3,429	\$ 2,221,186	\$ 2,299,328	\$ (78,143)