



## **Spokane Park Board Golf Committee**

8:00 a.m. Tuesday, Sep. 12, 2023

**In Person:** Conference Room "B"

The Hive, 2904 E. Sprague Ave. Spokane WA 99202

**WebEx virtual meeting:**

Call in: 408-418-9388 Access code: 2496 599 9515

Mark Poirier – Golf Manager

### **Committee Members:**

Nick Sumner – Chair

Gerry Sperling

Bob Anderson

Barb Richey

The Golf Committee meeting will be held in-person in the Conference Room "B", The Hive, 2904 E. Sprague Ave. Spokane WA 99202 and virtually via WebEx at 8:00 a.m. Tuesday, Sep. 12, 2023. Committee members, staff, and presenters still have the option to participate virtually via WebEx during all meetings.

The public may listen to the meeting by calling 408-418-9388 and entering access code **2496 599 9515**, when prompted.

Written public comment may be submitted via email or mail. Comments must be received no later than 1 p.m. Sep. 11 by email to: [spokaneparks@spokanecity.org](mailto:spokaneparks@spokanecity.org) or mail to: Spokane Park Board, 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** – Nick Sumner

**Public comment** – Nick Sumner

### **Action items:**

1. [2024 golf fee increases](#) – Mark Poirier

### **Discussion items:**

1. Esmeralda boiler replacement – Mark Poirier
2. Spokane City Championship recap – 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. Individuals requesting reasonable accommodations or further information may call, write, or email Risk Management at 509.625.6221, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or [mLOWmaster@spokanecity.org](mailto:mLOWmaster@spokanecity.org). Persons who are deaf or hard of hearing may contact Risk Management 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



<b>Committee</b>	Golf	<b>Committee meeting date:</b> September 12, 2023	
<b>Requester</b>	Mark Poirier	<b>Phone number:</b> 509.625.4653	
<b>Type of agenda item</b>	<input type="radio"/> Consent <input type="radio"/> Discussion <input type="radio"/> Information <input checked="" type="radio"/> Action		
<b>Type of contract/agreement</b>	<input type="radio"/> New <input type="radio"/> Renewal/ext. <input type="radio"/> Lease <input type="radio"/> Amendment/change order <input checked="" type="radio"/> Other		
<b>City Clerks file</b> (OPR or policy #)			
<b>Master Plan Goal, Objective, Strategy</b> (Click <a href="#">HERE</a> for link to the adopted plan)	Goal K Obj. 5 (Maint. & Care)	<b>Master Plan Priority Tier:</b> (pg. 171-175)	Tier 1
<b>Item title:</b> (Use exact language noted on the agenda)	2024 golf fee increases		
<b>Begin/end dates</b>	Begins: 01/01/2024	Ends:	<input checked="" type="checkbox"/> 06/01/2525
<b>Background/history:</b>			
<p>The golf fund is seeking to increase daily greens fees by \$5 across all daily fee line items, excluding all junior rates, starting January 1, 2024.</p> <p>Also, to increase 2024 pass rates to: Players pass: \$70, Loyalty pass: \$350, Unlimited pass: \$2500 Senior: \$2400, 10-Play pass: \$450, Spouse add on: \$900, Daily private cart license: \$18, Annual private cart license: \$360</p> <p>The primary drivers of these fee increases are; to keep up with the raising cost of operation, utilities and bank were underbudgeted in 2023, ever increasing capital needs, increasing salaries and benefits, and added budget for tree removals and building maintenance.</p>			
<b>Motion wording:</b>			
Approve 2024 golf fee increases.			
<b>Approvals/signatures outside Parks:</b> <input type="radio"/> Yes <input checked="" type="radio"/> No			
If so, who/what department, agency or company:			
Name:		Email address:	Phone:
<b>Distribution:</b>			
Parks – Accounting			
Parks – Sarah Deatrich			
Requester: Mark Poirier			
Grant Management Department/Name:			
<b>Fiscal impact:</b> <input type="radio"/> Expenditure <input type="radio"/> Revenue			
Amount:		Budget code:	
<b>Vendor:</b> <input type="radio"/> Existing vendor <input type="radio"/> New vendor			
<b>Supporting documents:</b>			
<input type="checkbox"/> Quotes/solicitation (RFP, RFQ, RFB)	<input type="checkbox"/> W-9 (for new contractors/consultants/vendors)		
<input type="checkbox"/> Contractor is on the City's A&E Roster - City of Spokane	<input type="checkbox"/> ACH Forms (for new contractors/consultants/vendors)		
<input type="checkbox"/> UBI:	Business license expiration date:	<input type="checkbox"/> Insurance Certificate (min. \$1 million in General Liability)	

## Golf Fund - August 2023



	Adopted Budget 2023	2023 Adopted Budget Balance	2022 August Actual	2023 August Actual	2022-2023 Monthly Difference	2022 YTD Actual	2023 YTD Actual	2022-2023 YTD Difference	2022 YTD % Of Budget	2023 YTD % Of Budget	YOY % Change
<b>Revenue</b>											
Program Revenue	\$ 4,300,901	\$ (123,265)	\$ 839,218	\$ 837,976	\$ (1,242)	\$ 4,103,317	\$ 4,424,166	\$ 320,849	105.08%	102.87%	-2.21%
Pre-Sale Revenue		\$ (174,793)			\$ -	179,426	174,793	\$ (4,633)			
Facility Improvement Fee	\$ -		\$ (126,974)	\$ (125,992)	\$ 982	\$ (625,834)	\$ (670,553)	\$ (44,719)			
Other Transfers-In	\$ -	\$ -			\$ -						
<b>Total Revenue</b>	<b>\$ 4,300,901</b>	<b>\$ (372,495)</b>	<b>\$ 712,244</b>	<b>\$ 711,984</b>	<b>\$ (260)</b>	<b>\$ 3,656,909</b>	<b>\$ 3,928,406</b>	<b>\$ 271,497</b>	<b>93.65%</b>	<b>91.34%</b>	<b>-2.31%</b>
<b>Expenditures</b>											
Salaries and Wages	\$ 1,791,522	\$ 456,062	\$ 140,430	\$ 156,768	\$ (16,338)	\$ 865,051	\$ 965,015	\$ (99,964)	60.87%	67.91%	7.03%
Personnel Benefits	\$ 323,037	\$ 63,768	\$ 42,877	\$ 47,478	\$ (4,601)	\$ 282,836	\$ 296,959	\$ (14,123)	78.41%	82.32%	3.92%
Supplies	\$ 410,750	\$ 18,256	\$ 71,216	\$ 64,882	\$ 6,334	\$ 327,620	\$ 326,764	\$ 856	94.96%	94.71%	-0.25%
Services and Charges	\$ 1,053,068	\$ 339,710	\$ 167,213	\$ 184,316	\$ (17,104)	\$ 545,667	\$ 672,466	\$ (126,799)	53.91%	66.44%	12.53%
Interfund Payments	\$ 297,677	\$ 78,676	\$ 35,917	\$ 6,380	\$ 29,536	\$ 176,344	\$ 188,911	\$ (12,567)	65.90%	70.60%	4.70%
<b>Subtotal Op. Expense</b>	<b>\$ 3,876,054</b>	<b>\$ 1,425,939</b>	<b>\$ 457,652</b>	<b>\$ 459,825</b>	<b>\$ (2,172)</b>	<b>\$ 2,197,518</b>	<b>\$ 2,450,115</b>	<b>\$ (252,598)</b>	<b>64.51%</b>	<b>63.21%</b>	<b>-1.30%</b>
Capital Outlay	\$ 410,000	\$ (70,381)		\$ 57,648	\$ (57,648)	\$ 60,810	\$ 480,381	\$ (419,571)	16.80%	117.17%	100.37%
Transfers Out		\$ -				\$ 36,860		\$ 36,860	28.35%		-28.35%
<b>Total Expenditures</b>	<b>\$ 4,286,054</b>	<b>\$ 1,355,558</b>	<b>\$ 457,652</b>	<b>\$ 517,473</b>	<b>\$ (59,821)</b>	<b>\$ 2,295,187</b>	<b>\$ 2,930,496</b>	<b>\$ 635,309</b>	<b>58.87%</b>	<b>68.37%</b>	<b>9.50%</b>
<b>Net Gain/(Loss)</b>	<b>\$ 14,847</b>		<b>\$ 254,592</b>	<b>\$ 194,511</b>	<b>\$ (60,081)</b>	<b>\$ 1,361,722</b>	<b>\$ 997,910</b>	<b>\$ (363,811)</b>			

<b>* Beginning Fund Balance</b>	<b>\$ 316,004</b>
Less 7% Reserve	\$ (300,024)
<b>Beginning Year Reserves</b>	<b>\$ 15,980</b>
YTD Change in Cash	\$ 997,910
<b>YTD Available Cash</b>	<b>\$ 1,013,891</b>

\* 2023 Beginning Fund Balance does not include the FIF reserve of \$2,004,790

## Facility Improvement Fee - August 2023



	2022 August Actual	2023 August Actual	2022-2023 Monthly Difference	2022 YTD Actual	2023 YTD Actual	2022-2023 Monthly Difference
<b>Revenue</b>	126,974	125,992	\$ (982)	625,834	670,523	\$ 44,689
<b>Debt Service Payments:</b> June Payment = \$309,469 December Payment = \$308,666	-	-	\$ -	267,918	309,469	\$ (41,551)

<b>Beginning Fund Balance</b>	<b>\$ 2,004,790</b>
<b>YTD Revenues</b>	<b>\$ 670,523</b>
<b>YTD Debt Service Payments</b>	<b>\$ (309,469)</b>
<b>YTD Cash Balance</b>	<b>\$ 2,365,844</b>

