



Spokane Park Board Golf Committee

8:00 a.m. Tue., Dec. 09, 2025

In-person: Ponderosa Room, Finch Arboretum
3404 W. Woodland Blvd, Spokane, WA 99224

WebEx virtual meeting:

Call-in: 408-418-9388; Access code: 2486 469 6322

Mark Poirier – Golf Manager

Committee Members:

Barb Richey – Chair

Gerry Sperling

Doug Kelley

The Golf Committee meeting will be held in-person in the **Ponderosa Room, Finch Arboretum, 3404 W. Woodland Blvd, Spokane, WA 99224** and virtually via WebEx at 8:00 a.m. Tuesday, Dec. 09, 2025. 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 **2486 469 6322**, when prompted.

Written public comment may be submitted via email or mail. Comments must be received no later than 1 p.m. Dec. 08 by email to: 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 – Barb Richey

Public comment –

Action items:

1. [Golf fee increases for 2026](#) – Mark Poirier
2. [Indian Canyon golf professional contract approval](#)– Mark Poirier
3. [Downriver golf professional contract renewal/amendment](#) – Mark Poirier

Discussion items:

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 Human Resources at 509.625.6373, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or ddecorde@spokanecity.org. Persons who are deaf or hard of hearing may contact Human Resources through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

Spokane Park Board

Briefing Paper



Committee	Golf			Committee meeting date: December 9th 2025
Requester	Mark Poirier		Phone number: 509-625-4653	
Type of agenda item	<input type="radio"/> Consent <input type="radio"/> Discussion <input type="radio"/> Information <input checked="" type="radio"/> Action			
Type of contract/agreement	<input type="radio"/> New <input type="radio"/> Renewal/ext. <input type="radio"/> Lease <input checked="" type="radio"/> Amendment/change order <input type="radio"/> Other			
City Clerks file (OPR or policy #)				
Master Plan Goal, Objective, Strategy (Click HERE for link to the adopted plan)	Goal K Obj. 5 (Maint. & Care)	Master Plan Priority Tier: (pg. 171-175)	Tier 1	
Item title: (Use exact language noted on the agenda)	Golf fee increases for 2026			
Begin/end dates	Begins: 01/01/2026		Ends: 12/31/2026	<input type="checkbox"/> 06/01/2525
Background/history: The Golf fund is seeking to increase daily fees for the 2026 golf season. A \$5 increase will be spread throughout all daily greens fee categories, with the exception of the "prebook 18-holes" which will increase by \$24. Golf pass pricing will also increase to; Adult/Senior Players - \$80, Loyalty - \$400, Unlimited Junior - \$300, Unlimited Adult - \$2,900, Unlimited Senior - \$2,800, 10-play pass - \$530, 4-play pass - \$199, Daily trail fee - \$20, Annual trail fee - \$400 *A more detailed spreadsheet will be provided for reference These fee increases are needed in order to provide a balanced budget for 2026. The main drivers of these increases are the raising costs of operation, utilities and water, added budget for tree care and building maintenance, and to keep our capital budget sustained.				
Motion wording: To approve the golf fee increases for 2026.				
Approvals/signatures outside Parks: <input type="radio"/> Yes <input checked="" type="radio"/> No If so, who/what department, agency or company: Name: _____ Email address: _____ Phone: _____				
Distribution: Parks – Accounting Parks – Sarah Deatrich Requester: Mark Poirier Grant Management Department/Name: _____				
Fiscal impact: <input type="radio"/> Expenditure <input checked="" type="radio"/> Revenue Amount: various Budget code: TBD				
Vendor: <input type="radio"/> Existing vendor <input type="radio"/> New vendor Supporting documents: <input type="checkbox"/> Quotes/solicitation (RFP, RFQ, RFB) <input type="checkbox"/> Business license Expiration date: _____ <input type="checkbox"/> Insurance Certificate				

Spokane Park Board

Briefing Paper



Committee	Golf			Committee meeting date: December 9th 2025
Requester	Mark Poirer		Phone number: 509-625-4653	
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)	TBD		Master Plan Priority Tier:	TBD (pg. 171-175)
Item title: (Use exact language noted on the agenda)	Indian Canyon Golf Professional contract approval			
Begin/end dates	Begins: 01/01/2026		Ends: 12/31/2030	<input type="checkbox"/> 06/01/2525
Background/history: Personal Services contracts greater than \$50,000 will require a public Request for Proposal (RFP) process administered by Purchasing Department. Parks and Recreation current contract for golf professional services will expire 12/31/25 for Indian Canyon Golf Course. Parks and Recreation issued a RFP for golf professional contract services for the years 2026-2030 (5 years). Includes optional 5-year renewal.				
Motion wording: To approve a 5 year contract, with an optional 5 year extension, between the City of Spokane and Golf Professional Doug Phares dba T&T Golf Management, Inc.				
Approvals/signatures outside Parks: <input checked="" type="radio"/> Yes <input type="radio"/> No If so, who/what department, agency or company: Name: Doug Phares Email address: dphares@spokanecity.org Phone: 509-780-3246				
Distribution: Parks – Accounting Parks – Sarah Deatrich Requester: Mark Poirier Grant Management Department/Name:				
Fiscal impact: <input checked="" type="radio"/> Expenditure <input type="radio"/> Revenue Amount: various Budget code: TBD				
Vendor: <input checked="" 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: 1/31/26 <input checked="" type="checkbox"/> Insurance Certificate				

< Business Lookup

License Information:

[New search](#) [Back to results](#)

Entity name: T & T GOLF MANAGEMENT INC.

Business name: T & T GOLF MANAGEMENT

Entity type: [Profit Corporation](#)

UBI #: 603-579-393

Business ID: 001

Location ID: 0001

Location: Active

Location address: 1000 SOUTH ASSEMBLY RD
SPOKANE WA 99224

Mailing address: 4304 W WEST DR
SPOKANE WA 99224-2013

Excise tax and reseller permit status: [Click here](#)

Secretary of State information: [Click here](#)

Endorsements

Endorsements held at this location	License #	<u>Count</u>	Details	Status	Expiration date	First issuance date
Minor Work Permit				Active	Jan-31-2026	Feb-09-2016
Spirits/Beer/Wine Restaurant Service Bar	350952			Active	Jan-31-2026	May-19-2016
Spokane General Business				Active	Jan-31-2026	Feb-06-2016

Owners and officers on file with the Department of Revenue

Owners and officers	Title
PHARES, DOUGLAS	

Registered Trade Names

Registered trade names	Status	First issued
INDIAN CANYON GOLF SHOP	Active	Dec-07-2022
INDIAN CANYON GRILL	Active	Dec-07-2022

The Business Lookup information is updated nightly. Search date and time: 12/4/2025 3:44:31 PM



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/ext.	Lease	Amendment/change order	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)					
Begin/end dates	Begins:		Ends:		06/01/2525
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 – Sarah Deatrich Requester: Grant Management Department/Name:					
Fiscal impact: Expenditure Revenue Amount: Budget code:					
Vendor: Existing vendor New vendor Supporting documents: Quotes/solicitation (RFP, RFQ, RFB) Business license Expiration date: Insurance Certificate					

< Business Lookup

License Information:

[New search](#) [Back to results](#)

Entity name: RIVERLINKS GOLF, INC.

Business name: DOWNRIVER GOLF COURSE

Entity type: [Profit Corporation](#)

UBI #: 601-432-842

Business ID: 001

Location ID: 0001

Location: Active

Location address: 3225 N COLUMBIA CIR
SPOKANE WA 99205-3985

Mailing address: 3225 N COLUMBIA CIR
SPOKANE WA 99205-3985

Excise tax and reseller permit status: [Click here](#)

Secretary of State information: [Click here](#)

Endorsements

Endorsements held at this location	License #	Count	Details	Status	Expiration date	First issuance date
Direct Shipment Receiver- In WA Only	355835			Active	Dec-31-2025	May-30-1998
Minor Work Permit				Active	Dec-31-2025	Mar-16-1993
Spirits/Beer/Wine Restaurant Service Bar	355835			Active	Dec-31-2025	Sep-24-2019
Spokane General Business	T12015180BUS			Active	Dec-31-2025	Oct-15-2012

Owners and officers on file with the Department of Revenue

Owners and officers	Title
CONNER, KAROLYN MARIE	
CONNER, STEPHEN WILLIAM	

Registered Trade Names

Registered trade names	Status	First issued
DOWNRIVER GOLF COURSE	Active	Feb-10-1993
RIVERLINKS GOLF WEAR	Active	Feb-29-2000



2025
Annual YOY Golf
Comparison Report

[Return to Agenda](#)

ROUNDS																					
COUNT	REGULAR ROUND DISCOUNT ROUND MULTI-PLAY ROUND OTHER ROUND TOTAL	DOWNRIVER			ESMERALDA			INDIAN CANYON			QUALCHAN			CITY HALL			TOTALS				
		2025	2024	DIFF	2025	2024	DIFF	2025	2024	DIFF	2025	2024	DIFF	2025	2024	DIFF	2025	2024	DIFF		
		22,173	20,273	1,901	19,256	18,137	1,119	21,594	22,015	(421)	21,209	19,749	1,460	0	0	0	84,232	80,174	4,059		
		22,009	24,130	(2,121)	23,571	23,284	287	17,742	16,260	1,482	18,619	18,436	183	0	0	0	81,941	82,110	(169)		
		4,878	4,150	728	4,606	3,618	988	3,063	2,418	645	4,791	3,927	864	0	0	0	17,338	14,113	3,225		
		3,604	3,659	(55)	2,773	2,311	462	5,718	5,129	589	3,572	2,743	829	0	0	0	15,667	13,842	1,825		
TOTAL		52,664	52,212	452	50,206	47,350	2,856	48,117	45,822	2,295	48,191	44,855	3,336	0	0	0	199,178	190,239	8,939		
REVENUE	REGULAR ROUND DISCOUNT ROUND MULTI-PLAY ROUND OTHER ROUND TOTAL	\$ 663,340	\$ 614,271	\$ 49,069	\$ 607,123	\$ 569,116	\$ 38,007	\$ 708,795	\$ 704,379	\$ 4,416	\$ 686,869	\$ 651,407	\$ 35,462	\$ -	\$ -	\$ -	\$ 2,666,127	\$ 2,539,173	\$ 126,954		
		\$ 564,626	\$ 623,920	\$ (59,294)	\$ 618,050	\$ 616,358	\$ 1,692	\$ 490,929	\$ 452,658	\$ 38,271	\$ 531,061	\$ 528,028	\$ 3,032	\$ -	\$ -	\$ -	\$ 2,204,666	\$ 2,220,965	\$ (16,299)		
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
		\$ 53,765	\$ 56,420	\$ (2,655)	\$ 9,708	\$ 6,941	\$ 2,767	\$ 124,770	\$ 110,285	\$ 14,484	\$ 52,587	\$ 30,034	\$ 22,553	\$ -	\$ -	\$ -	\$ 240,830	\$ 203,682	\$ 37,148		
		\$ 1,281,731	\$ 1,294,611	\$ (12,880)	\$ 1,234,882	\$ 1,192,416	\$ 42,466	\$ 1,324,494	\$ 1,267,323	\$ 57,171	\$ 1,270,517	\$ 1,209,470	\$ 61,047	\$ -	\$ -	\$ -	\$ 5,111,624	\$ 4,963,820	\$ 147,804		
		TOTAL																			
PASSES																					
COUNT	DISCOUNT PASS SEASON PASS OTHER PASS TOTAL	DOWNRIVER			ESMERALDA			INDIAN CANYON			QUALCHAN			CITY HALL			TOTALS				
		2025	2024	DIFF	2025	2024	DIFF	2025	2024	DIFF	2025	2024	DIFF	2025	2024	DIFF	2025	2024	DIFF		
		1,163	1,126	37	776	883	(107)	791	656	135	1,323	1,192	131	55	42	13	4,108	3,899	209		
		29	8	21	67	43	24	24	16	8	72	53	19	5	5	0	197	125	72		
		53	64	(11)	411	517	(106)	68	53	15	71	60	11	345	350	(5)	948	1,044	(96)		
		TOTAL		1,245	1,198	47	1,254	1,443	(189)	883	725	158	1,466	1,305	161	405	397	8	5,253	5,068	185
REVENUE	DISCOUNT PASS SEASON PASS OTHER PASS TOTAL	\$ 91,590	\$ 78,705	\$ 12,885	\$ 60,206	\$ 73,685	\$ (13,479)	\$ 51,410	\$ 43,728	\$ 7,682	\$ 105,678	\$ 79,288	\$ 26,389	\$ 4,930	\$ 3,373	\$ 1,557	\$ 313,813	\$ 278,779	\$ 35,034		
		\$ 47,565	\$ 12,851	\$ 34,715	\$ 57,807	\$ 31,031	\$ 26,776	\$ 17,193	\$ 20,482	\$ (3,289)	\$ 91,075	\$ 59,057	\$ 32,018	\$ 6,447	\$ 5,395	\$ 1,053	\$ 220,087	\$ 128,816	\$ 91,271		
		\$ 9,771	\$ 11,035	\$ (1,264)	\$ 25,498	\$ 29,420	\$ (3,922)	\$ 13,076	\$ 8,354	\$ 4,722	\$ 14,141	\$ 11,329	\$ 2,812	\$ 18,563	\$ 19,974	\$ (1,411)	\$ 81,049	\$ 80,112	\$ 937		
		\$ 148,927	\$ 102,591	\$ 46,336	\$ 143,511	\$ 134,136	\$ 9,375	\$ 81,679	\$ 72,564	\$ 9,115	\$ 210,894	\$ 149,674	\$ 61,219	\$ 29,940	\$ 28,742	\$ 1,198	\$ 614,950	\$ 487,707	\$ 127,243		
		TOTAL																			
		CART FEES																			
COUNT	PRIVATE CART FEE & PERMIT PRO CART FEE TOTAL	DOWNRIVER			ESMERALDA			INDIAN CANYON			QUALCHAN			CITY HALL			TOTALS				
		2025	2024	DIFF	2025	2024	DIFF	2025	2024	DIFF	2025	2024	DIFF	2025	2024	DIFF	2025	2024	DIFF		
		518	571	(53)	612	639	(27)	368	322	46	434	406	28	0	0	0	1,932	1,938	(6)		
		24,520	24,748	(228)	26,677	26,319	358	28,487	28,142	345	25,724	24,204	1,520	0	0	0	105,408	103,413	1,995		
		TOTAL		25,038	25,318	(280)	27,289	26,958	331	28,855	28,464	391	26,158	24,610	1,548	0	0	0	107,340	105,350	1,990
		REVENUE	PRIVATE CART FEE & PERMIT PRO CART FEE TOTAL	\$ 19,526	\$ 18,518	\$ 1,007	\$ 16,998	\$ 20,277	\$ (3,278)	\$ 9,522	\$ 7,199	\$ 2,323	\$ 16,572	\$ 18,313	\$ (1,741)	\$ -	\$ -	\$ -	\$ 62,618	\$ 64,307	\$ (1,689)
\$ 5,062	\$ 4,811			\$ 251	\$ 9,147	\$ 8,573	\$ 574	\$ 11,867	\$ 11,056	\$ 811	\$ 5,306	\$ 4,725	\$ 581	\$ -	\$ -	\$ -	\$ 31,382	\$ 29,165	\$ 2,217		
TOTAL				\$ 24,588	\$ 23,329	\$ 1,258	\$ 26,145	\$ 28,850	\$ (2,705)	\$ 21,389	\$ 18,254	\$ 3,134	\$ 21,878	\$ 23,038	\$ (1,159)	\$ -	\$ -	\$ -	\$ 94,000	\$ 93,471	\$ 529
BUCKET OF BALLS																					
COUNT	REVENUE			DOWNRIVER			ESMERALDA			INDIAN CANYON			QUALCHAN			CITY HALL			TOTALS		
				2025	2024	DIFF	2025	2024	DIFF	2025	2024	DIFF	2025	2024	DIFF	2025	2024	DIFF	2025	2024	DIFF
		14,968	14,124	845	12,365	12,629	(264)	26,743	23,483	3,260	14,520	12,896	1,624	0	0	0	68,596	63,132	5,465		
		\$ 1,433	\$ 1,361	\$ 72	\$ 2,530	\$ 2,575	\$ (45)	\$ 5,715	\$ 5,005	\$ 710	\$ 1,449	\$ 1,272	\$ 178	\$ -	\$ -	\$ -	\$ 11,127	\$ 10,213	\$ 914		
FACILITY IMPROVEMENT FEE																					
COUNT	REVENUE	DOWNRIVER			ESMERALDA			INDIAN CANYON			QUALCHAN			CITY HALL			TOTALS				
		2025	2024	DIFF	2025	2024	DIFF	2025	2024	DIFF	2025	2024	DIFF	2025	2024	DIFF	2025	2024	DIFF		
		45,929	46,358	(429)	43,429	42,230	1,199	41,980	40,325	1,655	41,644	39,057	2,587	81	69	12	173,063	168,039	5,024		
		\$ 236,186	\$ 231,314	\$ 4,872	\$ 221,454	\$ 214,038	\$ 7,417	\$ 213,327	\$ 203,815	\$ 9,512	\$ 220,799	\$ 204,457	\$ 16,342	\$ 1,482	\$ 1,509	\$ (26)	\$ 893,248	\$ 855,132	\$ 38,116		
REVENUE SUMMARY																					
COUNT	MISC REVENUE	DOWNRIVER			ESMERALDA			INDIAN CANYON			QUALCHAN			CITY HALL			TOTALS				
		2025	2024	DIFF	2025	2024	DIFF	2025	2024	DIFF	2025	2024	DIFF	2025	2024	DIFF	2025	2024	DIFF		
		Lessons																			
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
TOTAL REVENUE		\$ 1,692,865	\$ 1,653,207	\$ 39,658	\$ 1,628,523	\$ 1,572,015	\$ 56,508	\$ 1,646,602	\$ 1,566,961	\$ 79,641	\$ 1,725,537	\$ 1,587,910	\$ 137,627	\$ 31,422	\$ 30,250	\$ 1,172	\$ 6,724,948	\$ 6,410,343	\$ 314,605		