



City of Spokane Park Board Golf Committee Meeting

September 10, 2019 – 8:00 a.m.
Ponderosa Room, Woodland Center – John A Finch Arboretum
3404 West Woodland Boulevard, Spokane, Washington
Mark Poirier – Golf Manager

Committee Members:

- X Sperling, Gerry – Chair
- X Chase, Rick
- X Anderson, Bob
- X Richey, Barb

Parks Staff:

- Conley, Jason
- Poirier, Mark
- Hamad, Nick
- Decker, Rob
- Stock, Sean

Golf Professionals:

- Conner, Steve
 - Phares, Doug
 - Gardner, Mark
 - Sanders, Rob
- ### **Guest(s):**
- Kelley, Ross
 - Saraceno, Dave

SUMMARY

- Rick Chase presented back ground information on the City's Admission Tax and the feasibility of Golf receiving a portion of that tax.
- Mark Poirier reviewed second revision of the 2020 budget for Golf, which reflected an increase to capital outlay due to water savings at Indian Canyon and a decrease for temporary season employee wages.
- Nick Hamad presented the current SIP Loan encumbrances, announced the completion of Indian Canyon's irrigation system installation, and the contracts in place for Esmeralda's irrigation system installation in 2020.
- The Marketing Report was not available.
- Mark Poirier reviewed the Financial and Comparison reports for August, which reflected a significant revenue increase over August 2018.
- Esmeralda's Superintendent shared the current mowing and airification that's taken place at the course.
- All course Golf Professionals reported on current and upcoming events, as well as the great playing conditions existing at the courses.

MINUTES

The meeting was called to order at 8:02 a.m. by Chair, Gerry Sperling. Introductions were made.

Action Items:

None

Discussion Items:

1. Golf Admissions Tax

Rick presented background information on different approaches for increasing golf revenue; one of which is acquiring a higher percentage of the annual amount admissions tax collected. Jason explained the process for how this could be accomplished, will review its feasibility, and report back to the committee at a later date.

2. 2020 Budget Update

The revised 2020 Golf budget was presented by Mark, which reflected an increase to salaries and wages due to the minimum wage increase, and an increase to capital outlay resulting from Indian Canyon's water cost savings due to its new irrigation system. Mark also announced and welcomed Rob Decker as the new Head Superintendent for Esmeralda.

3. Capital Project Updates

SIP Loan funds are nearly two-thirds encumbered; current contracts consist of the system-wide Master Plan, Esmeralda's irrigation and tree work, and Downriver's irrigation design.

a. Indian Canyon Completion

Indian Canyon's irrigation is 100% complete, with only fiber optic work being finalized and those charges outstanding to date.

b. Esmeralda Masterplan & Construction Update

Trenching will begin as soon as possible for Esmeralda's irrigation system, and tree work assessment for phase one has been completed. Construction completion is targeted for Spring 2020 at the latest. Nick also reviewed draft recommendations for the Master Plan.

Standing Report Items:

1. Golf Marketing Report

The Marketing Report was not available.

2. Golf Financial Report

Mark presented and reviewed the financial report, which reflected substantial revenue increase compared with 2018 in spite of this season's late start. Alternatives for the 2020 pre-season discount pass were also discussed.

3. Superintendents' Report

Esmeralda's superintendent shared different mowing strategies that are being implemented at the course and he's looking forward the installation of its new irrigation system next year.

4. What's Happening at the Courses

Qualchan hosted the City Championship, with 130 players participating, and has completed the process of airification. Indian Canyon had an excellent month and will be airifying the course in late October. Esmeralda also had an excellent month and is performing Fall maintenance on the course. Indian Canyon had a good month as well and will be hosting several events in September.

Meeting adjourned at 9:25 a.m.

The next regularly scheduled meeting is **October 8, 2019**, at the Finch Arboretum Woodland Center's Ponderosa Room.

**City of Spokane - Parks & Recreation
Fund 4600 - Golf fund
2020 Preliminary Budget**

	2018 Actual	2019 Adopted Budget	2019 Thru August	2020 Preliminary	2020 Preliminary Budget - Current
Revenues	3,481,012	3,805,270	3,054,108	3,805,270	4,045,270
<u>ExpenditureCategories:</u>					
Salaries & Wages	1,160,695	1,210,067	773,476	1,240,293	1,240,293
Personnel Benefits	382,089	324,942	246,920	346,951	346,951
Supplies	329,794	316,920	200,300	316,920	316,920
Svcs. & Charges	1,000,198	1,020,076	504,898	998,076	998,076
Intergovernmental Services	22,854	21,000	15,426	21,000	21,000
Interfund Services	351,341	290,767	182,696	284,520	284,520
Operating Transfers	50,000	50,000	112,967	50,000	50,000
Reserve for Budget Adj.		42,000		42,000	42,000
Debt Service	44,473	225,934		448,031	448,031
Capital Outlay	86,804	250,000	99,779	295,000	295,000
Total Expenditures	3,428,248	3,751,706	2,136,462	4,042,791	4,042,791
Net Revenues minus Expenditures	52,764	53,564	917,646	(237,521)	2,479



S.I.P. Funded Capital Improvements Project Status September 2019

Golf Course Architect: Robert Trent Jones II
Irrigation Consultant: Irrigation Technologies

Golf Manager: Mark Poirier
Project Manager: Nick Hamad
Park Planning & Development Manager: Garrett Jones

PROJECT GOALS

1. Rectify deferred golf course maintenance by strategically investing in on-course capital repair & improvement.
 - a. Conduct 1 golf course irrigation rebuild per year for the next 4 years.
2. Upgrade on-course golf experience for users:
 - a. Create system-wide course master plan with detailed recommendation for improving courses. (Reference survey results).
 - b. Implement up to \$600,000/year of on-course improvements for the next 4 years with remaining funds (budget dependent).

PROJECT FUNDING

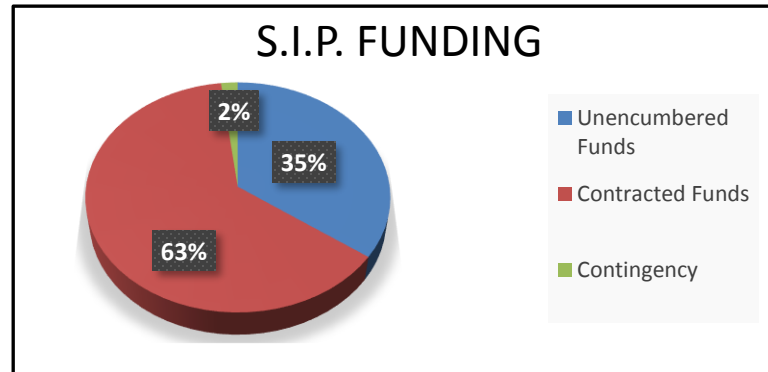
- \$7,500,000 in approved funding

DESIGN/CONSTRUCTION SCHEDULE

- Fall 18-Spring 19: Indian Canyon (complete)
- Fall 19-Spring 20: Esmeralda

CURRENT CONTRACTS

- System-Wide Master Plan
- Esmeralda Irrigation & Tree Work
- Downriver Irrigation Design



Contracted Amount (includes WSST)	Change Orders	Current Expenditures thru 09/10/19	Remaining S.I.P. Capital Funding (unencumbered)	Percent Complete by Budget	Construction Schedule Percent Complete	Physical Completion Date
\$4,736,995	\$74,224.41	\$2,462,461.21	\$2,618,005	63%	36%	7/1/22

Indian Canyon Golf Course Irrigation Renovation Construction Status September 2019

Contractor: Wadsworth Golf Construction Co.
General Superintendent: Mark Slugocki
Project Superintendents: Socorro Chavez & Edgar Delgado

Project Manager: Nick Hamad
Irrigation Consultant: Irrigation Technologies
Golf Course Superintendent: Josh Harty

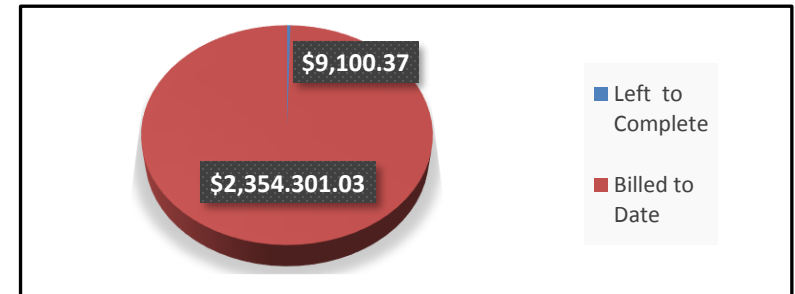
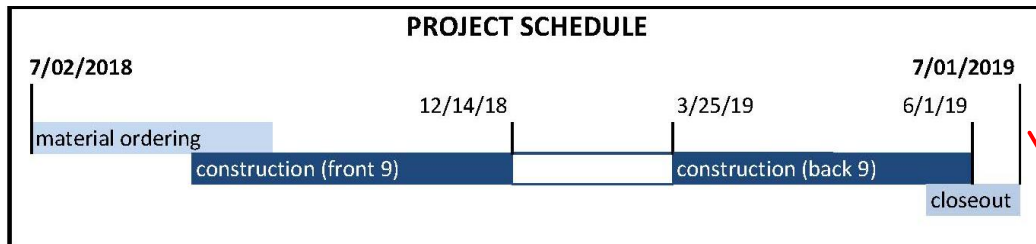


IRRIGATION WORK COMPLETED

- 18 Holes opened on 05.31.2019
- 5 greens leveled & re-sodded
- 17 tee sodded
- Tree work completed
- Fiber work completed
- 3% total C/O value

LOOK AHEAD SCHEDULE

- Turf Grow-in
- Head/Runtime Adjustment



Contract Amount (includes WSST)	Change Orders	Current Expenditures thru 09/10/19	Remaining Contract Amount	Percent Complete by Budget	Construction Schedule Percent Complete	Physical Completion Date
\$2,280,076.62	\$74,224.41	\$2,354,301.03	\$9,100.37	99.6%	100%	7/1/19

Esmeralda Golf Course Irrigation Renovation Construction Status September 2019

Contractor: Heritage Links
General Superintendent: Tim Hubbard
Project Superintendents: Jorge Garcia

Project Manager: Nick Hamad
Irrigation Consultant: Irrigation Technologies
Golf Course Superintendent: Rob Decker



IRRIGATION WORK STATUS

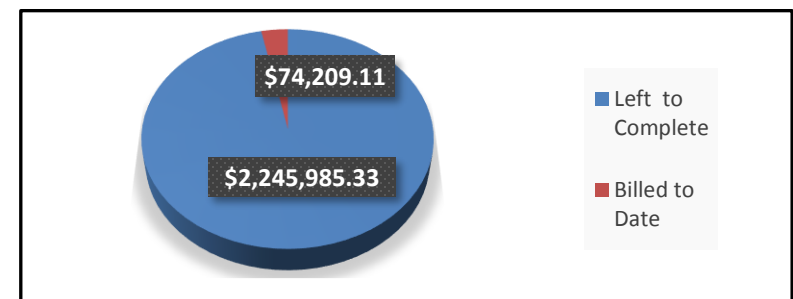
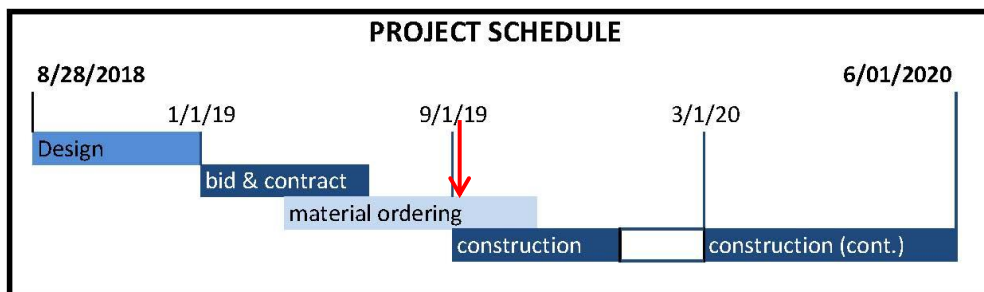
- Contractor Mobilized August 26th
- Awaiting material deliveries
- Trenching starts this week
- Holes #4, 16 & driving range staked

LOOK AHEAD SCHEDULE

- Mainline installation on driving range & 16 this week.
- 1-2 holes closed at a time
- Rolling closures

PROJECT RELATED TREE WORK

- Phase 1 assessment complete
- Prune 12, Remove 12, air spade 3.



Contracted Amount (includes WSST)	Change Orders	Current Expenditures thru 09/10/19	Remaining Contract Amount	Percent Complete by Budget	Construction Schedule Percent Complete	Physical Completion Date
\$2,320,194.44	\$0,000.00	\$74,209.11	\$2,245,985.33	3.3%	1%	7/1/20

City of Spokane - Parks & Recreation
Golf Fund -- 4600
Financial Report
August 2019

		Monthly Comparison					Year-to-Date Comparison				2018 YTD 2019 YTD		
		2019 Current Adopted Annual Budget	2019 Budget Balance	2018 August Actual	2019 August Actual	2018 - 2019 Monthly Difference	2017 YTD Actual	2018 YTD Actual	2019 YTD Actual	2018 - 2019 YTD Difference	% of Annual Budget	% of Annual Budget	Change in %
Revenue:													
	a.	3,805,270	-	494,963	508,885	\$ 13,923	2,499,025	2,644,666	2,439,655	\$ (205,011)	69.5%	64.1%	-5.39%
						\$ -	60,671	73,068	130,199	\$ 57,131			
						\$ -			13,500	\$ -			
				33,773	96,506	\$ 62,733		100,255	470,754	\$ 370,499			
						\$ -							
		\$ 3,805,270	\$ (751,162)	\$ 528,735	\$ 605,391	\$ 76,656	2,559,696	2,817,988	\$ 3,054,108	\$ 236,119	74.1%	80.3%	6.21%
Expenditures:													
		1,245,067	471,591	182,469	169,654	\$ (12,815)	729,907	762,346	773,476	\$ (11,130)	62.6%	62.1%	-0.46%
		324,942	78,022	47,806	44,651	\$ (3,156)	261,118	255,627	246,920	\$ 8,707	75.2%	76.0%	0.77%
		320,250	119,950	24,507	49,484	\$ 24,977	193,442	178,945	200,300	\$ (21,355)	53.6%	62.5%	8.93%
	b.	1,059,599	554,701	118,797	170,095	\$ 51,298	563,397	490,003	504,898	\$ (14,895)	48.7%	47.6%	-1.10%
		286,529	103,833	56,203	37,735	\$ (18,468)	234,714	240,378	182,696	\$ 57,682	66.5%	63.8%	-2.70%
		21,000	5,574	3,626	4,218	\$ 592	13,465	14,891	15,426	\$ (536)	70.9%	73.5%	2.55%
		\$ 3,257,387	\$ 1,333,670	\$ 433,408	\$ 475,836	\$ 42,428	1,996,043	1,942,190	\$ 1,923,717	\$ 18,473	59.2%	59.1%	-0.16%
		267,913	168,134	1,972	-	\$ (1,972)	145,651	23,728	99,779	\$ (76,052)	6.6%	37.2%	30.66%
		275,934	162,967			\$ -			112,967	\$ (112,967)		40.9%	40.94%
		\$ 3,801,234	\$ 1,664,770	\$ 435,380	\$ 475,836		2,141,694	1,965,918	\$ 2,136,464		53.3%	56.2%	2.93%
		\$ 4,036		\$ 93,355	\$ 129,555		\$ 418,002	\$ 852,070	\$ 917,644				
		Total Funding:											
		(Rev. less Exp.)											

Beginning Fund Balance	\$ 126,813
Less 7% Reserve Requirement	\$ (266,086)
Beginning 2018 Excess Reserves	\$ (139,273)
2018 YTD Change in Cash	\$ 917,644
Encumbrances at Month End	\$ -
Facility Improvement Reserve	\$ (501,871)
2018 YTD Available Cash	\$ 276,500

\$ (68,307)

2019 Annual YOY Golf Comparison Report

ROUNDS

	DOWNRIVER			ESMERALDA			INDIAN CANYON			QUALCHAN			CITY HALL			TOTALS		
	2019	2018	DIFF	2019	2018	DIFF	2019	2018	DIFF	2019	2018	DIFF	2019	2018	DIFF	2019	2018	DIFF
COUNT																		
REGULAR ROUND	14,923	10,848	4,075	8,063	8,339	(276)	10,434	11,223	(789)	9,427	8,914	513	0	0	0	42,847	39,324	3,523
DISCOUNT ROUND	15,939	18,992	(3,053)	15,632	13,653	2,069	6,075	10,465	(4,390)	12,392	12,971	(579)	0	0	0	50,038	55,991	(5,953)
MULTI-PLAY ROUND	1,340	2,565	(1,225)	973	1,215	(242)	430	1,009	(579)	2,290	1,821	469	0	0	0	5,033	6,610	(1,577)
OTHER ROUND	1,992	2,109	(117)	1,204	1,186	18	1,401	2,335	(934)	1,935	2,157	(222)	0	0	0	6,532	7,787	(1,255)
TOTAL	34,194	34,514	(320)	25,872	24,303	1,569	18,340	25,032	(6,692)	26,044	25,863	181	0	0	0	104,450	109,712	(5,262)

REVENUE																		
REGULAR ROUND	\$ 335,248	\$ 269,921	\$ 65,327	\$ 198,776	\$ 189,774	\$ 9,002	\$ 237,470	\$ 294,854	\$ (57,384)	\$ 277,824	\$ 254,418	\$ 23,406	\$ -	\$ -	\$ -	\$ 1,049,318	\$ 1,008,967	\$ 40,351
DISCOUNT ROUND	\$ 309,885	\$ 368,797	\$ (58,912)	\$ 286,628	\$ 245,591	\$ 41,037	\$ 127,648	\$ 224,447	\$ (96,799)	\$ 264,653	\$ 272,669	\$ (8,017)	\$ -	\$ -	\$ -	\$ 988,814	\$ 1,111,505	\$ (122,691)
MULTI-PLAY ROUND	\$ -	\$ 18,616	\$ (18,616)	\$ -	\$ 5,923	\$ (5,923)	\$ -	\$ 7,971	\$ (7,971)	\$ 18,298	\$ 17,559	\$ 738	\$ -	\$ -	\$ -	\$ 18,298	\$ 50,069	\$ (31,771)
OTHER ROUND	\$ 24,299	\$ 25,027	\$ (728)	\$ 767	\$ 935	\$ (168)	\$ 18,144	\$ 32,995	\$ (14,851)	\$ 22,791	\$ 23,693	\$ (903)	\$ -	\$ -	\$ -	\$ 66,000	\$ 82,650	\$ (16,649)
TOTAL	\$ 669,432	\$ 682,360	\$ (12,928)	\$ 486,172	\$ 442,223	\$ 43,948	\$ 383,261	\$ 560,267	\$ (177,006)	\$ 583,565	\$ 568,340	\$ 15,225	\$ -	\$ -	\$ -	\$ 2,122,430	\$ 2,253,190	\$ (130,761)

PASSES

	DOWNRIVER			ESMERALDA			INDIAN CANYON			QUALCHAN			CITY HALL			TOTALS		
	2019	2018	DIFF	2019	2018	DIFF	2019	2018	DIFF	2019	2018	DIFF	2019	2018	DIFF	2019	2018	DIFF
COUNT																		
DISCOUNT PASS	1,429	1,504	(75)	813	1,178	(365)	152	621	(469)	1,064	958	106	19	216	(197)	3,477	4,477	(1,000)
SEASON PASS	11	8	3	5	3	2	0	6	(6)	10	8	2	1	0	1	27	25	2
OTHER PASS	38	39	(1)	321	22	299	37	31	6	60	39	21	370	563	(193)	826	694	132
TOTAL	1,478	1,551	(73)	1,139	1,203	(64)	189	658	(469)	1,134	1,005	129	390	779	(389)	4,330	5,196	(866)

REVENUE																		
DISCOUNT PASS	\$ 73,408	\$ 76,916	\$ (3,508)	\$ 40,157	\$ 52,865	\$ (12,709)	\$ 6,659	\$ 27,709	\$ (21,050)	\$ 48,129	\$ 46,685	\$ 1,444	\$ 2,192	\$ 10,456	\$ (8,265)	\$ 170,544	\$ 214,631	\$ (44,087)
SEASON PASS	\$ 16,342	\$ 11,687	\$ 4,655	\$ 6,677	\$ 3,427	\$ 3,250	\$ -	\$ 6,503	\$ (6,503)	\$ 11,158	\$ 9,666	\$ 1,492	\$ 176	\$ -	\$ 176	\$ 34,352	\$ 31,283	\$ 3,069
OTHER PASS	\$ 5,746	\$ 7,347	\$ (1,601)	\$ 15,419	\$ 4,298	\$ 11,121	\$ 5,270	\$ 6,829	\$ (1,558)	\$ 8,828	\$ 7,630	\$ 1,198	\$ 14,169	\$ 23,889	\$ (9,720)	\$ 49,433	\$ 49,993	\$ (560)
TOTAL	\$ 95,496	\$ 95,950	\$ (454)	\$ 62,252	\$ 60,590	\$ 1,662	\$ 11,930	\$ 41,040	\$ (29,111)	\$ 68,115	\$ 63,981	\$ 4,134	\$ 16,536	\$ 34,346	\$ (17,809)	\$ 254,329	\$ 295,907	\$ (41,579)

CART FEES

	DOWNRIVER			ESMERALDA			INDIAN CANYON			QUALCHAN			CITY HALL			TOTALS		
	2019	2018	DIFF	2019	2018	DIFF	2019	2018	DIFF	2019	2018	DIFF	2019	2018	DIFF	2019	2018	DIFF
COUNT																		
PRIVATE CART FEE & PERMIT	607	576	31	404	520	(116)	230	326	(96)	387	449	(62)	0	0	0	1,628	1,871	(244)
PRO CART FEE	13,173	12,417	756	13,139	11,967	1,172	12,013	14,480	(2,467)	13,411	12,565	846	0	0	0	51,736	51,429	307
TOTAL	13,780	12,993	786	13,543	12,487	1,056	12,243	14,806	(2,563)	13,798	13,014	784	0	0	0	53,364	53,300	63

REVENUE																		
PRIVATE CART FEE & PERMIT	\$ 14,773	\$ 16,634	\$ (1,861)	\$ 7,731	\$ 9,454	\$ (1,723)	\$ 2,972	\$ 5,127	\$ (2,155)	\$ 11,261	\$ 11,296	\$ (35)	\$ -	\$ -	\$ -	\$ 36,738	\$ 42,512	\$ (5,774)
PRO CART FEE	\$ 2,248	\$ 2,171	\$ 77	\$ 3,349	\$ 3,080	\$ 269	\$ 3,557	\$ 4,827	\$ (1,270)	\$ 2,117	\$ 2,050	\$ 66	\$ -	\$ -	\$ -	\$ 11,270	\$ 12,128	\$ (858)
TOTAL	\$ 17,022	\$ 18,806	\$ (1,784)	\$ 11,080	\$ 12,534	\$ (1,455)	\$ 6,528	\$ 9,954	\$ (3,425)	\$ 13,378	\$ 13,347	\$ 31	\$ -	\$ -	\$ -	\$ 48,008	\$ 54,640	\$ (6,633)

BUCKET OF BALLS

	DOWNRIVER			ESMERALDA			INDIAN CANYON			QUALCHAN			CITY HALL			TOTALS		
	2019	2018	DIFF	2019	2018	DIFF	2019	2018	DIFF	2019	2018	DIFF	2019	2018	DIFF	2019	2018	DIFF
COUNT																		
REGULAR ROUND	8,152	7,504	649	6,795	6,948	(153)	11,193	12,614	(1,421)	8,489	8,064	425	0	0	0	34,629	35,130	(501)
REVENUE																		
REGULAR ROUND	\$ 563	\$ 499	\$ 64	\$ 994	\$ 923	\$ 71	\$ 1,803	\$ 1,992	\$ (189)	\$ 666	\$ 557	\$ 109	\$ -	\$ -	\$ -	\$ 4,026	\$ 3,971	\$ 55

FACILITY IMPROVEMENT FEE

	DOWNRIVER			ESMERALDA			INDIAN CANYON			QUALCHAN			CITY HALL			TOTALS		
	2019	2018	DIFF	2019	2018	DIFF	2019	2018	DIFF	2019	2018	DIFF	2019	2018	DIFF	2019	2018	DIFF
COUNT																		
REGULAR ROUND	30,622	16,790	13,832	23,945	12,642	11,303	15,628	12,340	3,288	23,988	14,080	9,908	35	23	12	94,218	55,875	38,343
REVENUE																		
REGULAR ROUND	\$ 154,270	\$ 27,783	\$ 126,487	\$ 120,193	\$ 21,971	\$ 98,222	\$ 69,758	\$ 24,439	\$ 45,319	\$ 123,841	\$ 25,814	\$ 98,027	\$ 632	\$ 246	\$ 386	\$ 468,694	\$ 100,253	\$ 368,441

REVENUE SUMMARY

	DOWNRIVER			ESMERALDA			INDIAN CANYON			QUALCHAN			CITY HALL			TOTALS		
	2019	2018	DIFF	2019	2018	DIFF	2019	2018	DIFF	2019	2018	DIFF	2019	2018	DIFF	2019	2018	DIFF
Lessons																		
MISC REVENUE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,360	\$ 14,810	\$ (4,450)	\$ 10,360	\$ 14,810	\$ (4,450)
TOTAL REVENUE	\$ 936,782	\$ 825,398	\$ 111,384	\$ 680,690	\$ 538,242	\$ 142,448	\$ 473,280	\$ 637,692	\$ (164,412)	\$ 789,565	\$ 672,039	\$ 117,526	\$ 27,529	\$ 49,402	\$ (21,873)	\$ 2,907,846	\$ 2,722,772	\$ 185,074