



City of Spokane Park Board Golf Committee Meeting

November 12, 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
AE Chase, Rick
X Anderson, Bob
X Richey, Barb

Parks Staff:

Conley, Jason
Poirier, Mark
Dickson, Fianna
Hamad, Nick
Harty, Josh
Stock, Sean

Golf Professionals:

Gardner, Mark
Conner, Steve
Phares, Doug
McMahon, Colin
Sanders, Rob
Guest(s):
Kelley, Ross
Saraceno, David

SUMMARY

- Mark Poirier and Nick Hamad presented updated information on recommendations from Robert Trent Jones for Downriver's Master Plan.
- Superintendents and Golf Professionals reported on storm damage at the courses and the amount of days they were closed due to that damage.
- Nick Hamad reported the current progress on Esmeralda's irrigation renovation project and the latest figures for the SIP loan.
- Mark Poirier stated that all courses except Qualchan are closed, but pro shops would remain open during winter months, with days and times posted on the website.
- The latest website traffic and marketing results were reported by Fianna Dickson.
- The October Golf financial report was reviewed by Mark Poirier, reflecting that revenue was down from October 2018, but Fall Pass Sales were up from the previous year.

MINUTES

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

Action Items:

None

Discussion Items:

1. Downriver DRAFT Master Plan From RTJ

Mark and Nick presented an update on Robert Trent Jones' recommendations for the Downriver Master Plan; some of them being: Switching Hole #1 with the Driving Range; Clearing vegetation on Hole #2; Relocating the green on Hole #3; Switching locations for Holes #4 and #5; Installing a bunker on the green's downhill side of Hole #7; Restoring the upper tee box on Hole #8; Shifting the green on Hole #9; Regrading approach to Hole #10; adding a tee at Hole #12; Bending the fairway on Hole #14; and Significant tree removals to allow more open play area. Forms were distributed to the committee for gathering feedback for the Master Plan recommendations, followed by group discussion. Additional feedback will be requested from the golf professionals and superintendents.

2. Storm Damage Recap

Josh reported on the storm damage at Indian Canyon; some branches were lost off all deciduous trees, with extensive damage requiring just one removal, closing the course for three days. Sean reported on Esmeralda, which experienced more extensive deciduous tree damage, requiring removals and resulting in closure for seven days. Qualchan lost two trees, was closed three days and reopened with nine holes. Downriver did not experience any storm damage but was closed two days due to the weather. Mark expressed his appreciation for the crews' hard work in restoring the courses in such a timely manner.

3. SIP Loan / Esmeralda Update

Nick presented the SIP loan update, reflecting 33% unencumbered funds remaining. Irrigation renovation at Esmeralda is now 95% complete, with all new pipe and sprinkler heads installed and a projection completion date of June 1, 2020.

4. Course Closure Dates

Mark reported that all courses except Qualchan are closed for the season. Pro Shops will be open at all courses with days and hours to be posted on the website.

Standing Report Items:

1. Golf Marketing Report

Fianna presented the latest marketing results for golf; indicating that online tee time is the most popular page on the website, with Indian Canyon taking second place. She also explained what events were designated by spikes in the web traffic graphic.

2. Golf Financial Report

Mark reviewed the October financial report for Golf. Revenue and rounds are substantially down from last year's October report, but this year's Fall Pass sales significantly increased over Fall Pass sales in September 2018. Many kudos were expressed to the superintendents for bringing their maintenance expenses in under budget. Their hard work is greatly appreciated!

3. Superintendents' Report

Information has already been shared in previous items.

4. What's Happening at the Courses

This information was covered previously during the meeting.

Meeting adjourned at 9:10 a.m.

The next regularly scheduled meeting is December 10, 2019, at the Finch Arboretum Woodland Center's Ponderosa Room.



S.I.P. Funded Capital Improvements Project Status November 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

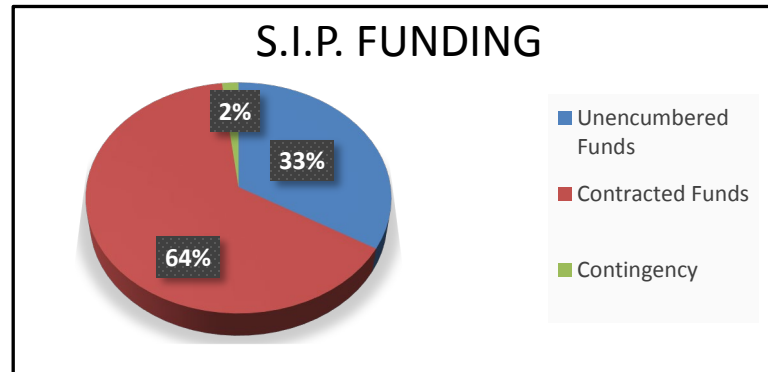
- \$7,500,000 in approved SIP funding
- \$90,064 approved public works funding

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 11/12/19	Remaining S.I.P. Capital Funding (unencumbered)	Percent Complete by Budget	Construction Schedule Percent Complete	Physical Completion Date
\$4,899,095.98	\$188,662	\$4,484,497.62	\$2,545,968	64%	43%	7/1/22

Esmeralda Golf Course Irrigation Renovation Construction Status November 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

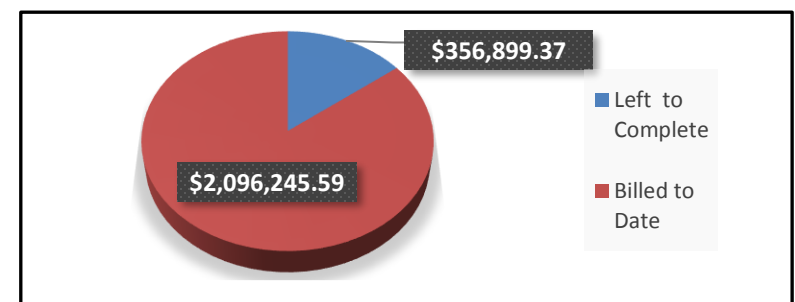
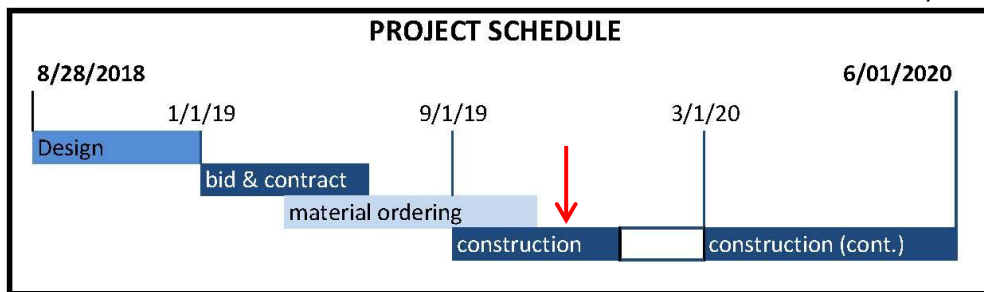
- 95% complete
 - New pipe & heads installed
 - 87,800 feet of irrigation pipe
 - 1,350 feet of pond pipe
 - 1,460 irrigation heads
 - 316 valves
- Removing old equipment

LOOK AHEAD SCHEDULE

- Pump Station Installation
- Complete old equip removal
- Commissioning (Spring)

PROJECT RELATED TREE WORK

- Phase 1 complete (4, 16, range)
- Phase 2, 3 & 11/17 greens next

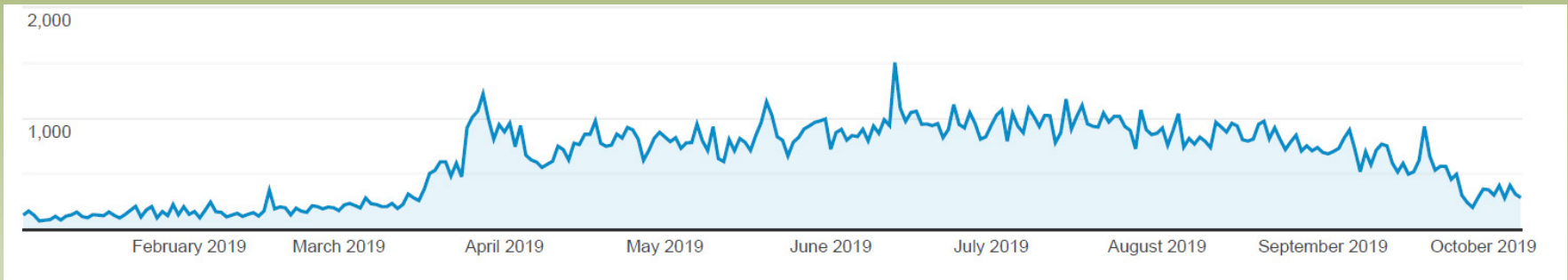


Contracted Amount (includes WSST)	Change Orders	Current Expenditures thru 11/08/19	Remaining Contract Amount	Percent Complete by Budget	Construction Schedule Percent Complete	Physical Completion Date
\$2,338,707.44	\$114,437.52	\$2,096,245.59	\$356,899.37	86.1%	42%	6/1/20

Golf Marketing



Web Traffic



178,000 page views

54,600 users

- Online tee time is the most popular page
- Indian Canyon is the 2nd most popular
- 55% of traffic comes from Google
- 23% people visit SpokaneGolf.org directly

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

Year-to-Date Comparison

Notes:	Monthly Comparison				Year-to-Date Comparison						
	2019 Current Adopted Annual Budget	2019 Budget Balance	2018 October Actual	2019 October Actual	2018 - 2019 Monthly Difference	2017 YTD Actual	2018 YTD Actual	2019 YTD Actual	2018 YTD % of Annual Budget	2019 YTD % of Annual Budget	Change in Annual Budget %
a.											
Revenue:											
Program Revenue	3,805,270	-	204,323	123,557	\$ (80,766)	3,066,765	3,242,600	2,920,341	85.2%	76.7%	-8.47%
Pre-Sale Revenue	-	-	-	-	\$ -	60,671	73,068	130,199			
Pepsi Commissions	-	-	-	-	\$ -	-	-	13,500			
Facility Improvement Fee	-	-	15,007	26,656	\$ 11,649	-	143,002	560,807			
Other Transfers In	-	-	-	-	\$ -	45,000	-	-			
TOTAL REVENUE:	\$ 3,805,270	\$ (180,423)	\$ 219,330	\$ 150,213	\$ (69,117)	\$ 3,172,436	\$ 3,458,671	\$ 3,624,847	90.9%	95.3%	4.37%
Expenditures:											
Salaries and Wages	1,215,067	226,139	111,207	104,069	\$ (7,138)	1,022,346	991,154	988,928	81.4%	81.4%	0.02%
Personnel Benefits	324,942	4,823	39,514	36,698	\$ (2,816)	347,191	333,956	320,119	98.3%	98.5%	0.25%
Supplies	345,750	67,718	34,043	57,840	\$ 23,796	256,784	265,608	278,032	79.6%	80.4%	0.83%
Services and Charges	1,064,099	316,883	155,297	62,152	\$ (93,145)	909,470	801,332	747,216	79.7%	70.2%	-9.50%
Interdepartment Svcs	286,529	72,953	13,099	12,491	\$ (607)	264,788	271,387	213,576	75.0%	74.5%	-0.50%
Intergovernment Svcs	21,000	(1,110)	2,847	2,628	\$ (219)	19,361	21,230	22,110	101.1%	105.3%	4.19%
Subtotal Op. Exp.	\$ 3,257,387	\$ 687,405	\$ 356,008	\$ 275,879	\$ (80,128)	2,819,939	2,684,667	\$ 2,569,982	81.9%	78.9%	-2.96%
Capital Outlay	267,913	167,823	5,999	310	\$ (5,688)	175,076	29,727	100,090	8.2%	37.4%	29.11%
Transfers Out	275,934	162,967	-	-	\$ -	-	-	112,967		40.9%	40.94%
TOTAL EXPENDITURES:	\$ 3,801,234	\$ 1,018,196	\$ 362,006	\$ 276,190		2,995,015	2,714,394	\$ 2,783,038	73.6%	73.2%	-0.34%
Total Funding:	\$ 4,036		\$ (142,677)	\$ (125,977)		\$ 177,421	\$ 744,277	\$ 841,809			
(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	\$ 841,809
Encumbrances at Month End	\$ (591,924)
Facility Improvement Reserve	\$ -
2018 YTD Available Cash	\$ 110,612

\$ (63,568)

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	18,304	13,619	4,685	9,688	10,698	(1,010)	12,977	14,501	(1,524)	11,016	11,521	(505)	0	0	0	51,985	50,339	1,646
DISCOUNT ROUND	18,863	23,909	(5,045)	18,035	17,425	610	8,865	11,918	(3,053)	14,478	15,876	(1,398)	0	0	0	60,241	69,128	(8,886)
MULTI-PLAY ROUND	1,651	3,378	(1,727)	1,138	1,573	(435)	673	1,224	(551)	2,990	2,311	679	0	0	0	6,452	8,486	(2,034)
OTHER ROUND	2,255	2,710	(455)	1,374	1,384	(10)	1,990	2,759	(769)	2,231	2,596	(365)	0	0	0	7,850	9,449	(1,599)
TOTAL	41,074	43,616	(2,542)	30,235	31,080	(845)	24,505	30,402	(5,897)	30,715	32,304	(1,589)	0	0	0	126,529	137,402	(10,873)

REVENUE REGULAR ROUND	\$ 412,439	\$ 339,347	\$ 73,092	\$ 224,365	\$ 244,855	\$ (20,490)	\$ 309,796	\$ 362,785	\$ (52,989)	\$ 323,831	\$ 330,262	\$ (6,432)	\$ -	\$ -	\$ -	\$ 1,270,431	\$ 1,277,250	\$ (6,818)
DISCOUNT ROUND	\$ 367,530	\$ 465,532	\$ (98,002)	\$ 318,879	\$ 320,411	\$ (1,532)	\$ 188,373	\$ 255,548	\$ (67,175)	\$ 310,545	\$ 335,459	\$ (24,914)	\$ -	\$ -	\$ -	\$ 1,185,327	\$ 1,376,950	\$ (191,623)
MULTI-PLAY ROUND	\$ -	\$ 25,289	\$ (25,289)	\$ -	\$ 7,876	\$ (7,876)	\$ -	\$ 9,613	\$ (9,613)	\$ 24,882	\$ 22,167	\$ 2,716	\$ -	\$ -	\$ -	\$ 24,882	\$ 64,944	\$ (40,062)
OTHER ROUND	\$ 26,151	\$ 32,425	\$ (6,274)	\$ 1,682	\$ 2,204	\$ (522)	\$ 29,239	\$ 40,192	\$ (10,953)	\$ 25,704	\$ 31,297	\$ (5,593)	\$ -	\$ -	\$ -	\$ 82,776	\$ 106,117	\$ (23,342)
TOTAL	\$ 806,119	\$ 862,593	\$ (56,474)	\$ 544,927	\$ 575,346	\$ (30,419)	\$ 527,408	\$ 668,138	\$ (140,730)	\$ 684,962	\$ 719,184	\$ (34,222)	\$ -	\$ -	\$ -	\$ 2,563,416	\$ 2,825,261	\$ (261,845)

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	1,531	1,515	16	854	1,314	(460)	420	626	(206)	1,200	963	237	22	216	(194)	4,027	4,634	(607)
SEASON PASS	16	10	6	5	3	2	6	7	(1)	17	8	9	1	0	1	45	28	17
OTHER PASS	39	42	(3)	329	22	307	39	35	4	66	39	27	375	611	(236)	847	749	98
TOTAL	1,586	1,567	19	1,188	1,339	(151)	465	668	(203)	1,283	1,010	273	398	827	(429)	4,919	5,411	(492)

REVENUE DISCOUNT PASS	\$ 79,160	\$ 77,703	\$ 1,456	\$ 42,925	\$ 59,200	\$ (16,276)	\$ 20,278	\$ 28,067	\$ (7,790)	\$ 56,733	\$ 49,936	\$ 6,797	\$ 2,502	\$ 10,456	\$ (7,955)	\$ 201,597	\$ 225,364	\$ (23,766)
SEASON PASS	\$ 23,278	\$ 13,796	\$ 9,481	\$ 6,677	\$ 3,427	\$ 3,250	\$ 7,463	\$ 8,172	\$ (709)	\$ 21,255	\$ 9,666	\$ 11,589	\$ 176	\$ -	\$ 176	\$ 58,847	\$ 35,061	\$ 23,786
OTHER PASS	\$ 6,005	\$ 8,117	\$ (2,112)	\$ 15,735	\$ 4,298	\$ 11,437	\$ 5,788	\$ 7,855	\$ (2,067)	\$ 10,192	\$ 7,630	\$ 2,561	\$ 14,345	\$ 25,492	\$ (11,147)	\$ 52,064	\$ 53,392	\$ (1,328)
TOTAL	\$ 108,442	\$ 99,616	\$ 8,826	\$ 65,336	\$ 66,925	\$ (1,589)	\$ 33,529	\$ 44,095	\$ (10,566)	\$ 88,180	\$ 67,232	\$ 20,947	\$ 17,022	\$ 35,948	\$ (18,926)	\$ 312,509	\$ 313,817	\$ (1,308)

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	743	770	(28)	475	649	(174)	320	399	(79)	451	545	(94)	0	0	0	1,989	2,363	(375)
PRO CART FEE	15,964	15,677	287	15,517	15,539	(22)	15,750	17,595	(1,845)	15,764	15,864	(100)	0	0	0	62,995	64,675	(1,680)
TOTAL	16,706	16,447	259	15,992	16,188	(196)	16,070	17,994	(1,924)	16,215	16,409	(194)	0	0	0	64,983	67,038	(2,055)

REVENUE PRIVATE CART FEE & PERMIT	\$ 16,272	\$ 18,993	\$ (2,721)	\$ 8,514	\$ 10,877	\$ (2,364)	\$ 4,182	\$ 5,932	\$ (1,750)	\$ 11,967	\$ 12,355	\$ (389)	\$ -	\$ -	\$ -	\$ 40,934	\$ 48,157	\$ (7,223)
PRO CART FEE	\$ 2,752	\$ 2,748	\$ 4	\$ 3,895	\$ 4,029	\$ (135)	\$ 4,753	\$ 5,816	\$ (1,062)	\$ 2,497	\$ 2,612	\$ (115)	\$ -	\$ -	\$ -	\$ 13,898	\$ 15,206	\$ (1,308)
TOTAL	\$ 19,024	\$ 21,741	\$ (2,717)	\$ 12,409	\$ 14,907	\$ (2,498)	\$ 8,935	\$ 11,748	\$ (2,813)	\$ 14,464	\$ 14,968	\$ (504)	\$ -	\$ -	\$ -	\$ 54,832	\$ 63,363	\$ (8,531)

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	9,386	9,188	198	7,278	8,452	(1,174)	13,450	14,849	(1,399)	9,507	9,536	(29)	0	0	0	39,621	42,025	(2,404)
REVENUE	\$ 645	\$ 607	\$ 38	\$ 1,060	\$ 1,115	\$ (55)	\$ 2,143	\$ 2,342	\$ (199)	\$ 743	\$ 659	\$ 85	\$ -	\$ -	\$ -	\$ 4,591	\$ 4,723	\$ (132)

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	36,229	24,356	11,872	27,656	18,790	8,866	21,001	16,907	4,094	27,944	19,558	8,386	36	23	13	112,865	79,634	33,231
REVENUE	\$ 180,559	\$ 39,946	\$ 140,613	\$ 138,124	\$ 32,234	\$ 105,890	\$ 96,204	\$ 34,484	\$ 61,721	\$ 143,218	\$ 36,090	\$ 107,128	\$ 641	\$ 246	\$ 395	\$ 558,747	\$ 143,001	\$ 415,746

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	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,360	\$ 14,810	\$ (4,450)	\$ 10,360	\$ 14,810	\$ (4,450)
MISC REVENUE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,360	\$ 14,810	\$ (4,450)	\$ 10,360	\$ 14,810	\$ (4,450)
TOTAL REVENUE	\$ 1,114,790	\$ 1,024,504	\$ 90,286	\$ 761,856	\$ 690,527	\$ 71,329	\$ 668,220	\$ 760,806	\$ (92,587)	\$ 931,567	\$ 838,133	\$ 93,434	\$ 28,023	\$ 51,005	\$ (22,981)	\$ 3,504,455	\$ 3,364,975	\$ 139,480