



**City of Spokane Park Board
Golf Committee Meeting**

8:00 a.m. Tuesday, Apr. 12, 2022

WebEx virtual meeting

Mark Poirier – Golf Manager

Committee Members

X Gerry Sperling
X Nick Sumner
X Bob Anderson
X Barb Richey

Parks Staff

Mark Poirier
Jason Conley
Garrett Jones
Nick Hamad
Kris Behr

Other City Staff

Peggy Lund

Other Attendees

Steve Conner

SUMMARY

- The committee approved to recommend the Park Board accept the following consent agenda item:
 - None
- Online tee time booking with a credit card updates were presented by Peggy Lund.
- The Downriver irrigation project update was presented by Nick Hamad
- Mark Poirier provided an update of the windstorm damage throughout the courses.
- An overview the Hatch Road bridge closure and its effects on Qualchan was presented.
- The financial report was presented.
- An overview of What's Happening at the Courses was presented.

The next regularly scheduled meeting is 8 a.m. Tuesday, May 10, 2022, via WebEx.

MINUTES

The meeting was called to order at 8:03 a.m. by committee chair Gerry Sperling.

Public comment – None

Action items – None

Discussion items

1. Online tee time booking with a credit card update – Peggy Lund

Peggy Lund, with Spokane City IT, has been working on the system which will allow the ability to schedule tee times and take credit card payment for no-shows. The software is up and running, however, there is a discrepancy with the company responsible for the payment gateway involving the method payments will be processed. Sarah Johnson, with Parks accounting, is coordinating with this company. Gerry Sperling has requested Peggy keep the committee abreast of the situation with an offer of additional support.

2. [Downriver irrigation project update](#) – Nick Hamad

Half the course is on the new irrigation system. The large storm pipe has been fully sodded. Fiber optics (internet connectivity) cable has been fully activated. Lateral lines and sprinkler heads are being installed, with some additional trench sodding with an anticipated completion in mid-May.

3. Windstorm update – Mark Poirier

Monday, Apr. 4, Spokane experienced high winds, with numerous fallen trees and circling debris. A decision was made to close all four courses at 3:30 pm. 15 trees were removed from Downriver and 5 from Indian Canyon. Qualchan and Esmeralda had numerous downed branches & debris. The clean-up effort with Park Operations and Urban Forestry was swift and efficient with some root-balls remaining.

4. Hatch bridge closure – Mark Poirier

On Mar. 29, the Hatch Rd. bridge, off Hwy 195 closed for a full deck replacement, which will be in effect until July 31, per Spokane County. This may or may not adversely affect Qualchan. Staff is monitoring rounds comparing to historical averages. If a drastic dip in round occurs, they will act accordingly to help draw more rounds to Qualchan. Before the closure took effect, over 2200 customers in the Qualchan email database were notified and provided alternate routes.

Additionally, social media posts and signage at the course were created. There was a small dip in rounds initially, coincidentally, the weather has not been ideal.

Gerry requested Nick provide a presentation with more photos for the Park Board on the Downriver irrigation update. Barb added that a windstorm update would also be helpful.

Standing reports

1. [Golf financial report](#) – Mark Poirier

Compared to 2021 rounds, the courses overall were down \$1,698 in rounds. Mark stated the foul weather in March 2022 may have influenced the rounds, whereas, Indian Canyon saw the best March in history with over a thousand rounds in the month of March. Pass sales is comparable with 2021. Per Gerry's inquiry, Mark stated discord regarding the fee increase was minimal.

Due to a recent spike in supply costs, services and charges, the revenue minus expenditures for March was roughly \$21,000 less than last year, with an anticipation of leveling this off with increased rounds of golf.

Facility Improvement Fee revenue is down slightly with a cash balance of \$1,810,108.

Bob Anderson requested an update on the prioritized list of capital improvement this year, as was discussed during the budget meeting. Mark indicated he is in the process of creating this ever-evolving list and would include it on the May agenda.

2. Superintendents' reports - What's Happening at the Courses – Mark Poirier

Throughout the courses, the greens are in great condition, tree debris clean-up is continuing, Steve Nittolo's efforts to trim and remove dead limbs is underway, and the irrigation systems are nearly complete. Additionally, Qualchan's Operation 36 classes began this week; it is too early to tell if the Hatch bridge closure is affecting business; Mark Gardner painted the clubhouse back to the original color, which was a great improvement. Indian Canyon had frozen double check valves which are being repaired, junior golf is beginning this week; they are hosting the Washington State boys & girls golf tournament in May. Esmeralda had a few breaks in the irrigation line at the clubhouse which required new sprinkler heads; they report vandalism with stolen tee markers and benches. Downriver is hosting their first event with 80 players.

Mark Poirier also stated he is currently posting online information with City Parks and Recreation for group lessons beginning mid-June.

Barbara Richey requested updates from pros at an upcoming meeting regarding their experience with point of sale as well as their vision and tactics for clubhouses.

Adjournment: The meeting was adjourned at 8:56 a.m.

The next regularly scheduled meeting is 8 a.m. Tuesday, May 10, 2022, via WebEx.



Downriver Golf Course Irrigation Renovation

Construction Status

April 2022

Contractor: Heritage Links
 General Superintendent: Tim Hubbard
 Project Superintendents: Narciso San Juan

Golf Course Superintendent: Ben Nelson
 Irrigation Consultant: Irrigation Technologies
 Project Manager: Nick Hamad



IRRIGATION WORK STATUS

- Half of course on new system
- 9 holes on fully installed
- Completing ~2 holes per week

PROJECT RELATED STORM WORK

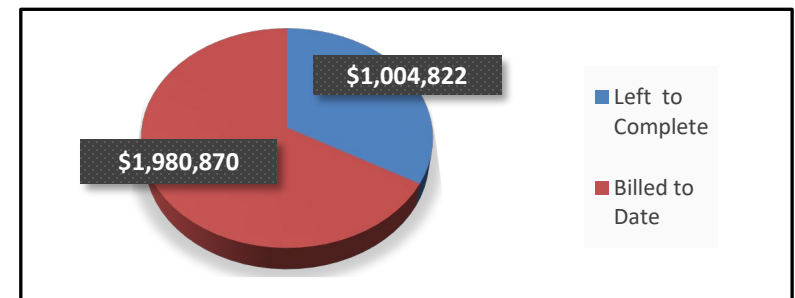
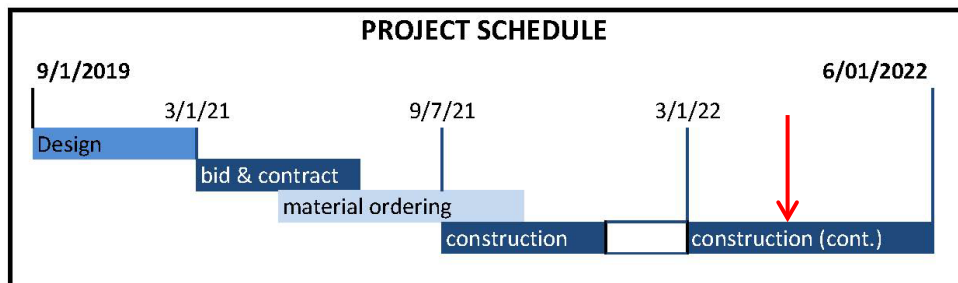
- Storm pipe sodding April 18/19
- Topsoil Stockpiled for turf repair

PROJECT RELATED IT WORK

- Irrigation computer / shop fully connected & operational

LOOK AHEAD SCHEDULE

- Lateral Lines & Head Install
- Trench Sodding & Grow-In



Base Project Amount (includes WSST)	Change Orders	Current Expenditures thru 04/11/22	Remaining Contract Amount	Percent Complete by Budget	Percent Construction Complete	Physical Completion Date
\$2,943,823.28	\$27,773.54	\$1,980,870.98	\$1,004,822.26	67%	72%	7/1/22

City of Spokane - Parks & Recreation
Golf Fund -- 4600 (w/o Facility Improvement Fee)
Financial Report
March 2022

	ADOPTED BUDGET 2022	ADOPTED BUDGET Balance	2021 March Actual	2022 March Actual	2021-2022 Monthly Difference	2021 YTD Actual	2022 YTD Actual	2021-2022 YTD Difference	2021 YTD % OF BUDGET	2022 YTD % OF BUDGET	Change in %
Revenue:											
Program Revenue	3,905,000	3,479,473	393,838	380,932	\$ (12,906)	411,335	425,527	\$ 14,192	12.1%	10.9%	-1.20%
Pre-Sale Revenue		(164,033)	-	-	\$ -	181,318	164,033	\$ (17,285)			
Facility Improvement Fee	-	-	(57,093)	(47,937)	\$ 9,156	(70,537)	(65,878)	\$ 4,659			
Other Transfers In	-	-	-	-	\$ -	-	-				
TOTAL REVENUE:	\$ 3,905,000	\$ (3,381,318)	\$ 336,745	\$ 332,995	\$ (3,750)	522,116	\$ 523,682	\$ 1,566	15.4%	13.4%	-1.94%
Expenditures:											
Salaries and Wages	1,421,077	1,105,179	74,026	66,624	\$ 7,402	173,761	169,202	\$ 4,559	13.6%	13.3%	-0.36%
Personnel Benefits	360,727	261,736	27,068	25,367	\$ 1,701	72,591	72,134	\$ 457	21.7%	21.6%	-0.14%
Supplies	345,020	281,052	12,273	26,974	\$ (14,702)	17,890	35,868	\$ (17,979)	5.6%	11.3%	5.67%
Services and Charges	1,012,176	912,897	24,805	33,657	\$ (8,852)	66,233	81,179	\$ (14,946)	6.7%	8.2%	1.50%
Interfund Payments	267,587	194,873	23,945	26,216	\$ (2,271)	59,095	62,514	\$ (3,419)	23.0%	24.3%	1.33%
Subtotal Op. Exp.	\$ 3,406,587	\$ 2,985,690	\$ 162,116	\$ 178,839	\$ (16,723)	389,570	\$ 420,897	\$ (31,327)	12.3%	12.4%	0.09%
Capital Outlay	420,000	419,351	-	649	\$ (649)	-	649	\$ (649)		0.2%	0.15%
Transfers Out	80,000	80,000	-	-		-	-				
TOTAL EXPENDITURES:	\$ 3,906,587	\$ 3,485,041	\$ 162,116	\$ 179,487	\$ (17,371)	389,570	\$ 421,546	\$ 31,976	10.6%	10.8%	0.17%
Total Funding: (Rev. less Exp.)	\$ (1,587)		\$ 174,629	\$ 153,508	\$ (21,121)	\$ 132,546	\$ 102,136	\$ (30,410)			

* Beginning Fund Balance	\$ 338,711
Less 7% Reserve Requirement	\$ (310,366)
Beginning Year Reserves	\$ 28,345
YTD Change in Cash	\$ 102,136
YTD Available Cash	\$ 130,481

* 2022 Beginning Fund Balance does not include the FIF reserve of \$1,774,230

City of Spokane - Parks & Recreation
Facility Improvement Fee -- Subset of the Golf Fund
Financial Report
March 2022

	2021 March Actual	2022 March Actual	2020-2021 Monthly Difference	2021 YTD Actual	2022 YTD Actual	2020-2021 YTD Difference
<u>Revenue:</u>						
Revenue:	57,093	47,937	\$ (9,156)	70,537	65,878	\$ (4,659)
<u>Expenditures:</u>						
Debt Service Payments	-	-	\$ -	-	-	\$ -

Beginning Fund Balance	\$ 1,744,230
YTD Revenues	\$ 65,878
YTD Debt Service Payments	\$ -
YTD Cash Balance	\$ 1,810,108