



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

8:00 a.m. Tuesday, Mar. 11, 2025  
Hybrid in-person and WebEx virtual meeting  
Mark Poirier – Golf Manager

**Committee Members**

- X Barb Richey– Chair
- X Gerry Sperling
- X Doug Kelley

**Parks Staff**

Jennifer Papich  
Mark Poirier  
Nick Hamad  
Fianna Dickson  
Kris Behr

**Golf Staff**

Doug Phares  
Rob Decker  
David Fern

**SUMMARY**

- The committee approved to recommend the Park Board accept the following agenda items:
  - Zetin Contractors / Downriver Golf Course Cart Path Renovation Phase 1 Amendment #2 (\$45,091.84 plus tax) – consent agenda item
- An updated was given on the Point of Sale software upgrade at courses
- The Qualchan pump house and progress was discussed.
- The golf course opening schedules and kicking off 2025 were discussed.
- Golf Show Feedback was presented.
- Golf Committee member feedback
- Fianna Dickson presented the golf marketing report.
- Mark Poirier discussed the financial reports.
- An overview of What's Happening at the Courses was presented.

The next regularly scheduled meeting is 8 a.m. Tue., Apr. 08, 2025.

# MINUTES

The meeting was called to order at 8:00 a.m. by committee chair Barb Richey

**Public comment** - None

## Action items

1. [Zetin Contractors / Downriver Golf Course Cart Path Renovation Phase 1 Amendment #2](#) (\$45,091.84 plus tax) – Nick Hamad
  - a. The demolition and cart path preparation south of the Downriver clubhouse was completed in the fall of 2024. Path paving is planned for the week of April 13<sup>th</sup>. There may be some disruption along the path during that week. Demolition and preparation work is currently underway around the clubhouse with paving anticipated for late April.
  - b. During the project, some things came to light. There are a couple mismatched asphalt curbs that should be replaced for continuity. There is also a garage area at the clubhouse with broken, misaligned concrete which unaesthetically pleasing. The original quote called for a partial path replacement on #10, which is an abrupt difference. This proposal calls for replacing the remainder of the path. The last item is tall grassy landscaping by the practice green to diminish the distractions from the parking lot.

**Motion #1** Barb Richey moved to recommend the Zetin Contractors / Downriver Golf Course Cart Path Renovation Phase 1 Amendment #2 (\$45,091.84 plus tax) – Nick Hamad.

Gerry Sperling seconded. The motion passed unanimously (3-0 vote).

The committee agreed to present this recommendation as a consent agenda item on the Mar. 13 Park Board meeting agenda.

## Old Business

1. Point of Sale software upgrade at courses – After several weeks of training, the new ForeUP software is still not ready to use. They are missing the credit card modules and printers, and staff do not feel comfortable at such a busy time to begin using new software. Luckily, the Club Profit system is still available to use. Their system was upgraded at no charge, and they will look at ForeUP later this year.
2. Qualchan pump house and progress – the old building has been demolished, site prepped, and the new building has been framed. The intake is being plumbed in today as well as rock placement. There was a delay waiting for the ground to freeze which was very short-lived, leading to extensive landscape repair. The doors, windows, siding, electrical and painting will commence next week with a projected completion the first week of April. If work is not completed by April 1, they will pay Spokane Golf \$5,000 per day until completion.
3. Golf Course opening schedules and kicking off 2025 – Qualchan had a very busy opening day last Friday. Hole 17 was seriously flooded. Downriver and Esmeralda will open Wednesday. Indian Canyon is still to be determined. They are usually a couple weeks behind.
4. Golf Show Feedback –Mark said there were many visitors to the booth, and they obtained a lot of leads. Gerry and Doug K. attended and said it was very well received.
5. Budget and updated financials – see below
6. Golf Committee member feedback – Doug K. stated a few different groups asked him about correcting the women's tee access on the hill at Indian Canyon's hole #2. Several people felt it was unsafe because of slipping on damp grass. Mark stated stairs have been included in the phase 1 cart path renovation drawings. Nick said plans are not concrete and they are looking at different options. Doug also said that he often felt "out of the loop" and would appreciate a periodic group email. Unfortunately, due to the quorum rules, this would not be possible. Fianna Dickson

suggested reading the Friday Leaflet, which contains updates on projects, etc. throughout the Division.

## **Standing reports**

### 1. Golf marketing report – Fianna Dickson

They have been working on web and social media updates regarding course openings. Mark has agreed to work with the media as well. They are keeping the public aware of road construction around Esmeralda and have requested additional signage at the road. Fianna indicated the metrics are not in yet for golf show turnout, but she will keep the group posted.

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

2024 was a record-setting year, coming in with a \$1,039,401 revenue increase over 2023. The capital outlay expenditures nearly doubled from 2023, which is very exciting. The 2025 year-to-date figures are starting out solid.

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

All the courses are prepping for opening. Doug Phares said after 11 years, the veranda on the Indian Canyon clubhouse patio will finally be finished.

## **Other discussion:**

Gerry asked about the recent vandalism and theft at Downriver. Mark stated the fence was rammed and has been fixed. The perpetrator was not caught. She suggested looking into cameras and ramped up security, however, Mark indicated that would have to be around the entire course, which would be quite costly. Nick stated this has been researched a few years ago and the cost to run the wiring around the course plus the cost of the security itself could run into the hundreds of thousands, whereas the replacement cost of the vandalism and theft is typically less than \$10,000. He said at that time it was determined it was easier and cheaper to repair/replace rather than deter theft/vandalism.

**Adjournment:** The meeting was adjourned at 8:57 a.m.

The next regularly scheduled meeting is 8 a.m. Tue., Apr. 08, 2025.

# Spokane Park Board

## Briefing Paper



<b>Committee</b>	Golf Committee	<b>Committee meeting date:</b> March 11, 2025	
<b>Requester</b>	Nick Hamad	<b>Phone number:</b> 509.363.5452	
<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 checked="" type="radio"/> Amendment/change order <input type="radio"/> Other		
<b>City Clerks file</b> (OPR or policy #)	OPR 2024-0921		
<b>Master Plan Goal, Objective, Strategy</b> (Click <a href="#">HERE</a> for link to the adopted plan)	N/A	<b>Master Plan Priority Tier:</b> (pg. 171-175)	N/A
<b>Item title:</b> (Use exact language noted on the agenda)	Zetin Contractors / Downriver Golf Court Cart Path Renovation - Phase 1 Amendment #2 (\$45,091.84 plus tax)		
<b>Begin/end dates</b>	Begins: 03/06/2025	Ends: 06/06/2025	<input type="checkbox"/> 06/01/2525
<b>Background/history:</b> Amend contract with Zetin Contractors to increase project scope as needed to deliver a 'like new' condition for cart paths on hole #10 and remedy minor conditions encountered during construction. Additional work includes: -Replacing asphalt curb with concrete curb by practice green on hole #10 -Remove damaged concrete slab and replace with new asphalt surface on hole #10 -Extend cart path removal & replacement on hole #10 for an additional 240 feet to include all path on upper hole #10. -Include additional tree protection / air-spading required to protect nearby trees during construction.			
<b>Motion wording:</b> Motion to approve Zetin Contractors contract amendment #2 for the Downriver Golf Course Cart Path Renovation - Phase 1 project in the amount of \$45,091.84 plus tax.			
<b>Approvals/signatures outside Parks:</b> <input checked="" type="radio"/> Yes <input type="radio"/> No If so, who/what department, agency or company: Zetin Contractors, LLC. Name: Shawn Walker    Email address: swalker@zetin.net    Phone:			
<b>Distribution:</b> Parks – Accounting Parks – Sarah Deatrich Requester: Nick Hamad Grant Management Department/Name:		Mark Poirier swalker@zetin.net Thea Prince	
<b>Fiscal impact:</b> <input checked="" type="radio"/> Expenditure <input type="radio"/> Revenue Amount: \$45,091.84 plus tax    Budget code: 4600-55100-94000-56301-99999			
<b>Vendor:</b> <input checked="" type="radio"/> Existing vendor <input type="radio"/> New vendor			
<b>Supporting documents:</b> <input checked="" type="checkbox"/> Quotes/solicitation (RFP, RFQ, RFB) <input type="checkbox"/> W-9 (for new contractors/consultants/vendors) <input type="checkbox"/> Contractor is on the MRSC Roster - City of Spokane <input type="checkbox"/> ACH Forms (for new contractors/consultants/vendors) <input checked="" type="checkbox"/> UBI: 603-435-502    Business license expiration date: 9/30/25 <input checked="" type="checkbox"/> Insurance Certificate (min. \$1 million in General Liability)			

**REQUEST 1 - ADD CURB BY #10 PRACTICE GREEN:**  
REMOVE 55 LF ASPHALT THICKENED EDGE / CURB, AND PLACE 55 LF OF NEW CART PATH CURBING.

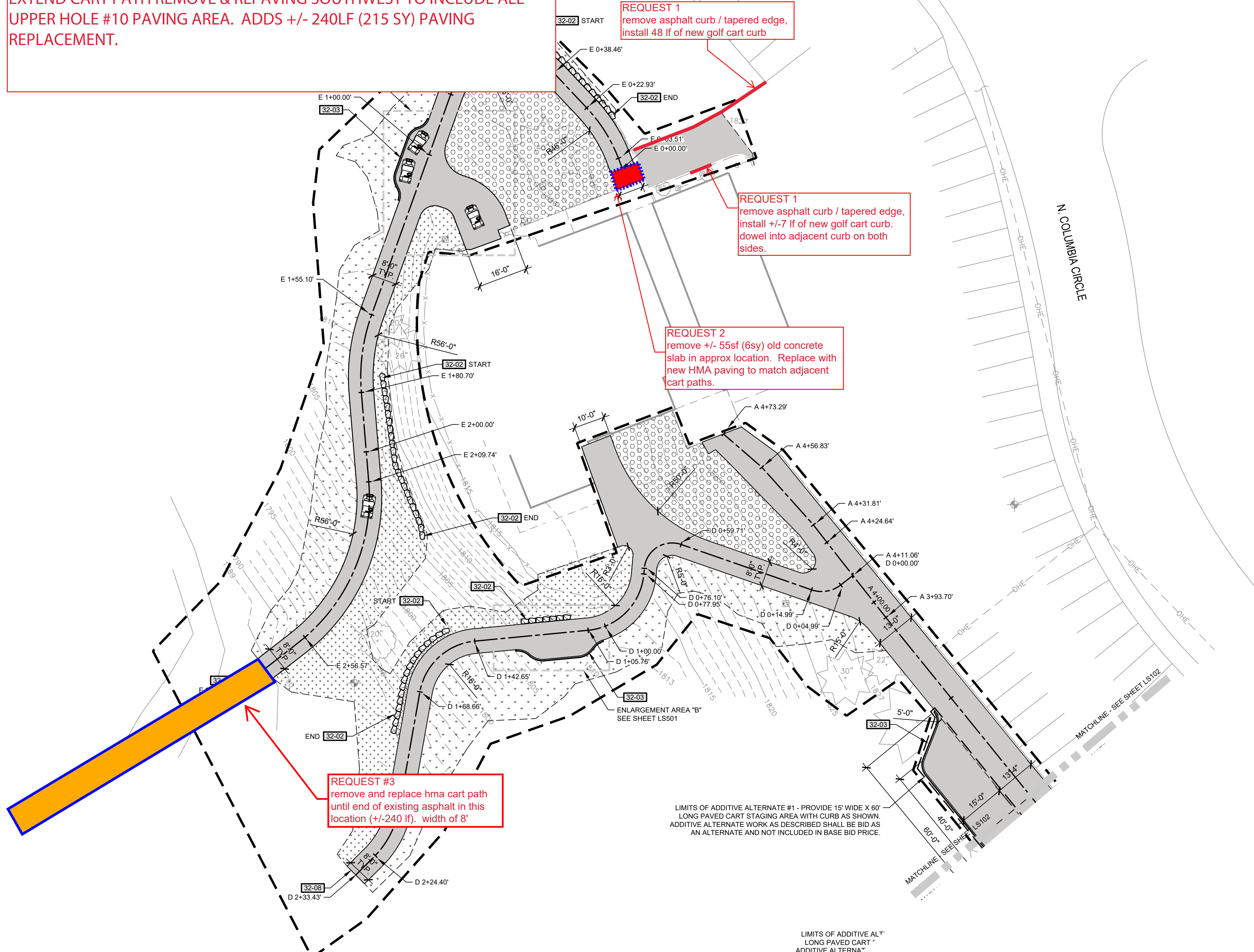
**REQUEST 2 - REMOVE & REPLACE CONCRETE SLAB**  
REMOVE +/-55 SF OF EXISTING DAMAGED CONCRETE SLAB AND REPLACE WITH NEW HMA CART PATH PAVING & BASE TO MATCH ADJACENT PAVEMENT.

**REQUEST 3 - ADDED HOLE #10 PAVING**  
EXTEND CART PATH REMOVE & REPAVING SOUTHWEST TO INCLUDE ALL UPPER HOLE #10 PAVING AREA. ADDS +/- 240LF (215 SY) PAVING REPLACEMENT.

32 EXTERIOR IMPROVEMENTS SCHEDULE NORTH

SYMBOL	DESCRIPTION	QTY	DETAIL
32-02	CONSTRUCT DRY STACK BOULDER RETAINING WALL PER DETAIL. SEE GRADING PLANS FOR WALL HEIGHTS.		1/L/S502
32-03	CONSTRUCT 6" X 1'-0" GOLF CART CURB PER DETAIL.	138 LF	3/L/S502
32-08	CONNECT TO EXISTING CART PATH IN APPROXIMATE LOCATION SHOWN. MINOR ADJUSTMENT MAY BE REQUIRED.		
	INSTALL NEW ASPHALT CART PATH PAVING PER DETAIL.	3,209 SF	3/L/S502
	INSTALL TURFGRASS SOD OVER 4" DEPTH TOPSOIL ON FAIRWAY SIDE OF NEW PATHWAYS. LIMITS SHOWN ARE APPROXIMATE. CONTRACTOR SHALL EXTEND LIMITS TO MATCH LIMITS OF DISTURBANCE IF NECESSARY. SOD TYPE TO MATCH EXISTING TURF.	5,000 SF +/-	
	INSTALL DROUGHT TOLERANT FESCUE SEEDING WITHIN NATIVE RESTORATION AREAS OVER 2" DEPTH OF TOPSOIL. SEE DETAIL FOR SEED REQUIREMENTS.	3,300 SF +/-	5/L/S502
	INSTALL GRAVEL MULCH AT 3" DEPTH OVER COMPACTED NATIVE SOIL WITHOUT WEED BARRIER FABRIC PER DETAIL.	50 SF +/-	2/L/S502
	INSTALL SHREDDED CEDAR BARK MULCH AT 3" DEPTH WITHOUT WEED BARRIER FABRIC PER DETAIL.	3,350 SF +/-	2/L/S502

NOTE: QUANTITIES SHOWN ARE FOR REFERENCE, AND WORK ON THIS SHEET ONLY. CONTRACTOR SHALL VERIFY ALL QUANTITIES AND SEE OTHER SHEETS FOR KEYED NOTES AND QUANTITIES RELATING TO SUCH WORK.



**GENERAL SITE ACCESS, GOLF COURSE FAIRWAY & ROUGH RESTORATION NOTES:**

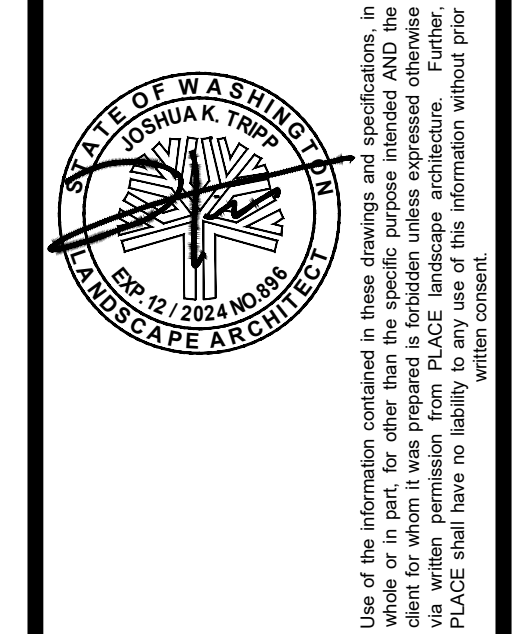
- SITE ACCESS & CONSTRUCTION SEQUENCING**
- ACTIVE PLAY ON THE GOLF COURSE IS EXPECTED FROM MID-FEBRUARY THROUGH MID-OCTOBER (WEATHER DEPENDENT). THE CONTRACTOR WILL BE ALLOWED TO CONSTRUCT IMPROVEMENTS ON ACTIVE GOLF COURSE HOLES WHERE IMPROVEMENTS ARE PROPOSED. WHEN CROSSING PLAYABLE AREAS ON-COURSE, THE CONTRACTOR SHALL NOT DISRUPT PLAY ON THAT HOLE. ADDITIONALLY, THE CONTRACTOR SHALL BE RESPONSIBLE FOR OPERATING EQUIPMENT AND VEHICLES IN A MANNER THAT PROTECTS PLAYERS, WORKERS, AND PROPERTY (CONTRACTOR INCLUDED) WITH THE UNDERSTANDING THAT WORK IS TAKING PLACE ON AN ACTIVE GOLF COURSE AND CARRIES UNIQUE RISK.
  - CONTRACTOR SHALL DEMO, PREP AND PAVE ALL CART PATH IMPROVEMENTS ON HOLE #18 PRIOR TO COMMENCING WORK ON EITHER HOLE #10 OR #1. THIS SEQUENCING IS REQUIRED TO ENSURE GOLFERS ARE ABLE TO MOVE CARTS ON/OFF THE COURSE AT ALL TIMES DURING CONSTRUCTION. AFTER COMPLETION OF PATHWAY IMPROVEMENTS ON HOLE #18, ALL REMAINING WORK MAKE OCCUR CONCURRENTLY.

- GOLF COURSE TURF PROTECTION AND REPAIR**
- CONTRACTOR SHALL EITHER PROTECT EXISTING GOLF COURSE TURF FROM EQUIPMENT & VEHICLE DAMAGE OR REPLACE TURF DAMAGED BY EQUIPMENT & VEHICLE ACCESS. PROTECTION AND/OR REPLACEMENT SHALL BE IN ACCORDANCE WITH THE BELOW.

- 3.1. TURF PROTECTION**
- CONTRACTOR SHALL PLACE A 'SUFFICIENTLY RESILIENT PROTECTIVE SURFACE' ATOP GOLF COURSE TURF OUTSIDE OF THE DESIGNATED PATHWAY CONSTRUCTION AREA, IF CONSTRUCTION / EQUIPMENT ACTIVITY IS EXPECTED IN THESE AREAS.
  - A 'SUFFICIENTLY RESILIENT PROTECTIVE SURFACE' SHALL PREVENT 'RUTTING' OR DEPRESSIONS OF EXISTING TURF SUCH THAT AFTER CONSTRUCTION THE EXISTING TURF BENEATH THE ACCESS ROUTE REMAINS PLANAR WITH ADJACENT TURF AND COMPLETELY UNDAMAGED BY ACCESS. PRODUCTS WHICH MAY BE SUFFICIENT TO FORM PROTECTIVE SURFACE INCLUDE STEEL PLATES, HIGH DENSITY POLYMER GROUND PROTECTION MATS, PLYWOOD SHEETS (LAYERED AS REQUIRED TO PREVENT RUTTING), OR OTHER CONTRACTOR SUBMITTED SURFACING.

- 3.2. TURF REPLACEMENT**
- SOD CUT ALL LONGITUDINAL EDGES AT THE OUTER EDGES OF THE PATH CONSTRUCTION AREA AND REMOVE ALL TURF WITHIN IMPACT ZONE.
  - PLACE 4" DEPTH IMPORTED TYPE-A TOPSOIL ATOP ENTIRE TURF RESTORATION AREA.
  - CENTER OF TURF REPAIR AREA TO BE CROWNED 1" ABOVE ADJACENT EXISTING SOD TO REMAIN TO ALLOW FOR SETTLING.
  - EDGES OF REPAIR AREA TO BE FLUSH WITH ADJACENT TURF ON ALL SIDES AFTER ROLLING AND COMPACTION.
  - PLACE SOD TO ENSURE 100% COVERAGE OF ENTIRE REPAIR AREA, CUTTING & TRIMMING ALL EDGES.
  - SOD AND SEED USED FOR TURF REPAIR SHALL BE 'RYE-BLUE MIX SOD' BY DESERT GREEN TURF OR APPROVED EQUAL. CONTACT NATHAN @ 509.750.1614 OR NATHAN@DESERTGREENTURF.COM. NO SUBSTITUTE SOD SPECIES SHALL BE PERMITTED WITHOUT WRITTEN AUTHORIZATION FROM GOLF COURSE SUPERINTENDENT / LANDSCAPE ARCHITECT.
  - AFTER PLACEMENT OF SOD, CONTRACTOR SHALL FLATTEN SOD WITH A 2-TON SMOOTH DOUBLE DRUM HYDROSTATIC VIBRATORY ROLLER. ROLLING WILL CONTINUE UNTIL THE GOLF COURSE SUPERINTENDENT OR LANDSCAPE ARCHITECT PROVIDE ACCEPTANCE.
  - AFTER ROLLING, CONTRACTOR TO TOP DRESS ALL NEW SOD WITH APPROVED TOP-DRESSING MATERIAL.
  - PRE-APPROVED LOCAL SUPPLIERS FOR TOPDRESSING SAND FOR THE PROJECT ARE ACTION MATERIALS & SITE ONE ENTERPRISES.
  - AFTER TOP DRESSING, CONTRACTOR SHALL HAND SEED ENTIRE TRENCH REPAIR AREA AT A RATE OF 3 POUNDS PER 1,000 SQUARE FEET.

- 3.3. NATIVE AREA RESTORATION**
- AFTER CONSTRUCTION OF WALLS, PATHWAYS AND APPURTENANCES, PLACE 2" DEPTH IMPORTED TYPE-A TOPSOIL ATOP ENTIRE NATIVE RESTORATION AREA.
  - NATIVE MATERIAL SCREENED FOR RE-USE IS ACCEPTABLE FOR TOPSOIL WITHIN THE NATIVE AREAS (NOT TURF AREA) SO LONG AS IT IS FREE OF ALL DIRT, CODS, ROCKS, ROOTS AND DELETERIOUS MATERIALS GREATER THAN 1" IN DIAMETER. CONTRACTOR SHALL APPLY A SEED MIX OF PURE LIVE SEED AT A RATE OF 5 POUNDS PER 1,000 SQUARE FEET OF NATIVE AREA. MIX SHALL BE 'SCOTTISH LINKS SEED MIX'; AS MANUFACTURED BY JAKLIN SEED OR APPROVED EQUAL WHICH MEETS THE SEED COMPOSITION LISTED BELOW:
    - 3.3.3.1. 40% AUDUBON RED FESCUE
    - 3.3.3.2. 30% ECOSTAR HARD FESCUE
    - 3.3.3.3. 30% MARCO POLO SHEEP FESCUE
    - 3.3.3.4. CONTRACTOR SHALL APPLY A SEED MIX OF PURE LIVE SEED AT A RATE OF 5 POUNDS PER 1,000 SQUARE FEET OF NATIVE AREA. MIX SHALL BE 'SCOTTISH LINKS SEED MIX'; AS MANUFACTURED BY JAKLIN SEED OR APPROVED EQUAL. CONTRACTOR SHALL APPLY ALL SEED AS A HYDROSEED MIX.



**CART PATHS PHASE 1**  
3225 N. COLUMBIA CIRCLE  
SPOKANE, WA 99205

**LANDSCAPE SITE PLAN - NORTH**

BAR IS ONE INCH ON ORIGINAL DRAWING. IF NOT ONE INCH ON THIS SHEET, ADJUST SCALES ACCORDINGLY.

DATE: 09/16/2024

DRAWN BY: EP/JCW

CHECKED BY: JCW/JKT

PROJECT NO: 24002

REVISION

SHEET 6 OF 13

**LS101**  
LANDSCAPE SITE PLAN

Downriver Golf Course Cart Path Renovation - Phase 1

<b>Base Contract</b>	<b>\$</b>	<b>292,000.00</b>	
<b>CO #1</b>	<b>\$</b>	<b>19,631.00</b>	
<hr/>			
<b>current</b>	<b>\$</b>	<b>311,631.00</b>	6.7%
<b>CO #2</b>			
<hr/>			
-air spade		\$1,426.84	
-op1 R&R asphalt curb		\$2,219.00	
-op2 R&R concrete		\$1,137.00	
-op3 R&R all #10		\$13,423.00	
-op4 PG Landscape		\$26,886.00	
<hr/>			
<b>CO #2 total</b>		<b>\$45,091.84</b>	15%
<b>contract total w/ CO #2</b>	<b>\$</b>	<b>356,722.84</b>	<b>22%</b>

# AIR SPADING / TREE WORK COST

Zetin Contractors, LLC  
4015 E Francis Ave.  
Spokane, WA 99217

Job>> Down River RFC SHEET

COP 2

Qty	U/M	Labor		Equipment		Material		Lower Tier		Totals
		Unit	Extension	Unit	Extension	Unit	Extension	Unit	Extension	
Date Added Air Spading and Credit for Damaged irrigation										
							-			-
<b>Subcontractors</b>										
	Bartlett	1.00	LS					3,000.00	3,000.00	3,000.00
									-	-

<b>Sub Total Lower Tier</b>								3,000.00	
<b>Subtotal Self Performed</b>		-		-		-			
<b>Lower Tier Markup</b>	8%							240	
<b>Sub Total</b>		-	-	-	-	-		3,240	3,240
<b>Over Head &amp; Profit</b>	15%	-	-	-	-	-			
<b>Total Self Performed</b>		-	-	-	-	-			-
		-	-	-	-	-			-
								<b>SUB TOTAL</b>	<b>3,240</b>
									-
								<b>TOTAL</b>	<b>\$ 3,240</b>

Credit for damage Heads (\$1,813.16)  
Change Order Pricing Total \$1,426.84

Shawn Walker Digitally signed by Shawn Walker



P.O. Box 3067  
Stamford, CT 06905-0067

**INVOICE**

Page 1 of 2  
Account Number 0582247  
Invoice Date 12/16/2024  
**Pay This Amount \$3,270.00**  
**Payable upon Receipt**

Address Service Requested

ZETIN CONTRACTORS  
4015 EAST FRANCIS AVE.  
SPOKANE WA 99217-6536


Your Bartlett Representative is:  
**Joseph R Zubaly (141112)**  
**Office Number: 509-892-0110**

INVOICE NO.	SERVICE ADDRESS	WORK COMPLETED	AMOUNT	TAX	PAYMENTS/ CREDITS	SERVICE CHARGE	TOTAL
	3225 N Columbia Circle 42154792-1 Spokane WA 99205 US 12/10/2024		\$3,000.00	\$270.00	\$0.00	\$0.00	\$3,270.00
<p>Root prune 2 Ponderosa Pine located at the Construction Project to reduce the risk of root damage and subsequent decay within the critical root zone. Root treatments (4) @ \$750 per root treatment -PO # 22411-945</p>							

**Autumn is here.** If you were already thinking about your trees, the time to call is now! Contact us today to schedule a complimentary property inspection.

Register for **"Your Account"** at [www.bartlett.com](http://www.bartlett.com) to see your service history, review work orders and more. Also, if you had a good experience with us, let others know by submitting an online review. Go to [www.bartlett.com/review](http://www.bartlett.com/review).

*Thank you for the opportunity to care for your property.*



**A service charge of 1.5 % per month which is an annual percentage of 18.0% is added to accounts 30 days after invoice date.**


Page 1 of 2 Retain this portion for your records.

To ensure proper credit please detach and return this portion with your payment.

**INVOICE**

**REMITTANCE COUPON**

Account Number	0582247
Invoice Date	12/16/2024
Invoice Number	42154792-1
<b>Amount Due</b>	<b>\$3,270.00</b>



Your Check Number: \_\_\_\_\_

**Payable upon receipt**



P.O. Box 3067  
Stamford, CT 06905-0067

**Pay Online at: <https://www.bartlett.com> or call our office to make a payment**  
**Please check box if your contact information is incorrect or has changed. Indicate change(s) on reverse side.**

**MAKE CHECKS PAYABLE TO:**

BARTLETT TREE EXPERTS  
P.O. Box 15162  
Spokane Valley, WA 99215-9900



000058224700042154792000005068501





P.O. Box 3067  
Stamford, CT 06905-0067

INVOICE	
Page	2 of 2
Account Number	0582247
Invoice Date	12/16/2024
<b>Pay This Amount</b>	<b>\$3,270.00</b>

Page 2 of 2

**HAVE YOU MOVED OR CHANGED YOUR CONTACT INFORMATION?**

Please provide your new address or telephone number and return this portion with your payment. Your records will be updated on request.

Effective Date: \_\_\_\_\_ Account Name: \_\_\_\_\_

New Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Work Number: \_\_\_\_\_ Signature: \_\_\_\_\_

Email: \_\_\_\_\_

**The F. A. Bartlett Tree Expert Company**

# REQUEST #1 - REOMVAL AND REPLACE CURB @ #10 PRACTICE GREEN

Zetin Contractors, LLC  
 4015 E Francis Ave.  
 Spokane, WA 99217

Job>> Down River RFC SHEET

Option 1 COP 2

Date	Remove 55 LF of curb and replace.	Qty	U/M	Labor		Equipment		Material		Lower Tier		Totals
				Unit	Extension	Unit	Extension	Unit	Extension	Unit	Extension	
	General Laborer	2.00	HR	58.22	116.44	-	-	-	-	-	-	116.44
	Grade Checker	2.00	HR	61.57	123.13	-	-	-	-	-	-	123.13
	906M Cat Loader	1.00	HR	66.86	66.86	38.55	38.55	-	-	-	-	105.41
	Dump Truck 10-20 YRDS	1.00	HR	69.24	69.24	98.35	98.35	-	-	-	-	167.59
	303 Cat mini	1.00	HR	66.86	66.86	28.75	28.75	-	-	-	-	95.61
	<b>Materials</b>											-
	Material Dump	2.00	TN					6.00	12.00		-	12.00
	Gravel	2.00	TN					9.00	18.00		-	18.00
	<b>Subcontractors</b>											-
	Jett Concrete	55.00	LF							25.00	1,375.00	1,375.00

<b>Sub Total Lower Tier</b>									<b>1,375.00</b>	
<b>Subtotal Self Performed</b>		<b>443</b>		<b>166</b>		<b>30</b>				
<b>Lower Tier Markup</b>	<b>8%</b>								<b>110</b>	
<b>Sub Total</b>		<b>443</b>	<b>-</b>	<b>166</b>	<b>-</b>	<b>30</b>			<b>1,485</b>	<b>1,485</b>
<b>Over Head &amp; Profit</b>	<b>15%</b>	<b>66</b>	<b>-</b>	<b>25</b>	<b>-</b>	<b>5</b>				
<b>Total Self Performed</b>		<b>509</b>	<b>-</b>	<b>190</b>	<b>-</b>	<b>35</b>				<b>734</b>
		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>				<b>-</b>
									<b>SUB TOTAL</b>	<b>2,219</b>
										<b>-</b>
									<b>TOTAL</b>	<b>\$ 2,219</b>

# REQUEST #2 - REQUEST OLD CONCRETE SLAB BY CLUBHOUSE

Zetin Contractors, LLC  
4015 E Francis Ave.  
Spokane, WA 99217

Job>> Down River RFC SHEET

COP 2 Option 2

Date		Qty	U/M	Labor		Equipment		Material		Lower Tier		Totals
				Unit	Extension	Unit	Extension	Unit	Extension	Unit	Extension	
	<b>Remove approx. 55SF of concrete and replace with asphalt at #10</b>											
	General Laborer	1.00	HR	58.22	58.22				-		-	58.22
	Grade Checker	1.00	HR	61.57	61.57				-		-	61.57
	906M Cat Loader	1.00	HR	66.86	66.86	38.55	38.55		-		-	105.41
	Dump Truck 10-20 YRDS	1.00	HR	69.24	69.24	98.35	98.35		-		-	167.59
	S7 - CAT289D Skidsteer	1.00	HR	66.86	66.86	46.15	46.15		-		-	113.01
	Z101 -2013 Ford F350	1.00	HR	66.86	66.86	42.45	42.45		-		-	109.31
	303 Cat mini	1.00	HR	66.86	66.86	28.75	28.75		-		-	95.61
	R-3 Dynapac CA152D 66" Roller	1.00	HR	65.19	65.19	36.85	36.85		-		-	102.04
	<b>Materials</b>											-
	Dump Fee	4.00	TN					9.50	38.00		-	38.00
	CSTC	4.00	TN					12.00	48.00		-	48.00
	<b>Subcontractors</b>											-
	Diamond Asphalt	7.00	SY							21.00	147.00	147.00

<b>Sub Total Lower Tier</b>								<b>147.00</b>	
<b>Subtotal Self Performed</b>		<b>522</b>		<b>291</b>		<b>38</b>			
<b>Lower Tier Markup</b>	<b>8%</b>							<b>12</b>	
<b>Sub Total</b>		<b>522</b>	<b>-</b>	<b>291</b>	<b>-</b>	<b>38</b>		<b>159</b>	<b>159</b>
<b>Over Head &amp; Profit</b>	<b>15%</b>	<b>78</b>	<b>-</b>	<b>44</b>	<b>-</b>	<b>6</b>			
<b>Total Self Performed</b>		<b>600</b>	<b>-</b>	<b>335</b>	<b>-</b>	<b>44</b>			<b>978</b>
		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>			<b>-</b>
								<b>SUB TOTAL</b>	<b>1,137</b>
									<b>-</b>
								<b>TOTAL</b>	<b>\$ 1,137</b>

# REQUEST #3 - REPLACE ALL OLD PAVING ON UPPER HOLE #10

option 3

Zetin Contractors, LLC  
4015 E Francis Ave.  
Spokane, WA 99217

Job>> Down River RFC SHEET

Change Order Estimate

Date	Option 3 Add approx 215 SY of paving.	Qty	U/M	Labor		Equipment		Material		Lower Tier		Totals
				Unit	Extension	Unit	Extension	Unit	Extension	Unit	Extension	
	General Laborer	14.00	HR	58.22	815.06					-	-	815.06
	Grade Checker	14.00	HR	61.57	861.94					-	-	861.94
	906M Cat Loader	10.00	HR	66.86	668.60	38.55	385.50			-	-	1,054.10
	Dump Truck 10-20 YRDS	8.00	HR	69.24	553.94	98.35	786.80			-	-	1,340.74
	S7 - CAT289D Skidsteer	9.00	HR	66.86	601.74	46.15	415.35			-	-	1,017.09
	Z101 -2013 Ford F350	4.00	HR	66.86	267.44	42.45	169.80			-	-	437.24
	303 Cat mini	10.00	HR	66.86	668.60	28.75	287.50			-	-	956.10
	R-3 Dynapac CA152D 66" Roller	4.00	HR	65.19	260.78	36.85	147.40			-	-	408.18
	<b>Materials</b>											-
	Dump Fee	57.00	TN					9.50	541.50		-	541.50
	CSTC	35.00	TN					12.00	420.00		-	420.00
	<b>Subcontractors</b>											-
	Diamond Asphalt	215.00	SY							21.00	4,515.00	4,515.00

<b>Sub Total Lower Tier</b>								<b>4,515.00</b>	
<b>Subtotal Self Performed</b>		<b>4,698</b>		<b>2,192</b>		<b>542</b>			
<b>Lower Tier Markup</b>	<b>8%</b>							<b>361</b>	
<b>Sub Total</b>		<b>4,698</b>	-	<b>2,192</b>	-	<b>542</b>		<b>4,876</b>	<b>4,876</b>
<b>Over Head &amp; Profit</b>	<b>15%</b>	<b>705</b>	-	<b>329</b>	-	<b>81</b>			
<b>Total Self Performed</b>		<b>5,403</b>	-	<b>2,521</b>	-	<b>623</b>			<b>8,547</b>
		-	-	-	-	-			-
								<b>SUB TOTAL</b>	<b>13,423</b>
								<b>TOTAL</b>	<b>\$ 13,423</b>

# REQUEST #4 - MAIN PRACTICE AREA LANDSCAPING

option 4

Zetin Contractors, LLC  
 4015 E Francis Ave.  
 Spokane, WA 99217

Job>> Down River RFC SHEET

Change Order Estimate

Date	Description	Qty	U/M	Labor		Equipment		Material		Lower Tier		Totals
				Unit	Extension	Unit	Extension	Unit	Extension	Unit	Extension	
	Added Landscaping by Range Owner to supply and furnish irrigation, subgrade prep and top soil. GC to provide plants, edging and mulch											
	General Laborer	10.00	HR	58.22	582.19				-		-	582.19
	<b>Materials</b>											-
	<b>Subcontractors</b>											-
	Hidden Rivers	1.00	LS							24,057.64	24,057.64	24,057.64

<b>Sub Total Lower Tier</b>										24,057.64	
<b>Subtotal Self Performed</b>		713		74		-					
<b>Lower Tier Markup</b>	8%									1,925	
<b>Sub Total</b>		713	-	74	-	-				25,982	25,982
<b>Over Head &amp; Profit</b>	15%	107	-	11	-	-					
<b>Total Self Performed</b>		819		85		-					904
		-	-	-	-	-					-
										<b>SUB TOTAL</b>	<b>26,886</b>
											-
										<b>TOTAL</b>	<b>\$ 26,886</b>



January 22, 2025

Zetin Contractors  
 4015 E Francis Ave  
 Spokane, WA 99217

Attn: Shawn Walker

Re: Downriver Golf Course Cart Pathways  
 Added Landscaping

**Added Landscaping**

**Added Materials**

- 6' Evergreen Tree	1.0	Ea	@	475.00	/Ea = \$	475.00
- 6' Arborvitae Tree	3.0	Ea	@	140.00	/Ea = \$	420.00
- 1 Gallon Shrub	96.0	Ea	@	22.00	/Ea = \$	2,112.00
- 2 Gallon Shrub	22.0	Ea	@	48.00	/Ea = \$	1,056.00
- 5 Gallon Shrub	16.0	Ea	@	69.00	/Ea = \$	1,104.00
- Misc. Stakes, Fertilizer Tabs, Warranty, Etc.	1.0	LS	@	300.00	/LS = \$	300.00
- Boulders	16.0	Ea	@	90.00	/Ea = \$	1,440.00
- 2"-8" Rock Mulch	30.0	Yds	@	61.00	/Yd = \$	1,830.00
- Concrete Edging	151.0	Ft	@	20.00	/Ft = \$	3,020.00
- Gravel Under Edging	3.5	Yds	@	48.00	/Yd = \$	168.00
- Bark Mulch	1.0	Yds	@	50.00	/Yd = \$	50.00

**Added Labor**

- Onsite Laborer	105.0	Hrs	@	58.50	/Hr = \$	6,142.50
- Equipment Operator	20.0	Hrs	@	69.60	/Hr = \$	1,392.00

**Added Equipment**

- Mini Excavator	6.0	Hrs	@	50.00	/Hr = \$	300.00
- Skid Steer	14.0	Hrs	@	50.00	/Hr = \$	700.00

**Subtotal of Added items**

- Overhead & Profit			@	15%	= \$	3,076.43
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**Subtotal**

- Insurance			@	2%	= \$	471.72
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**Total of All items**

**\$ 24,057.64**



Exclusions

- Irrigation System
- Sub-grade Preparation
- Topsoil and Placement of

Above items all provided by the owner.

A handwritten signature in blue ink, appearing to be 'JB', is written over a horizontal line.

Jeff Brady

## Golf Fund - Year-End 2024



	Adopted Budget 2024	2024 Remaining Budget Balance	2023 13th Month Actual	2024 13th Month Actual	2023-2024 Monthly Difference	2023 YTD Actual	2024 YTD Actual	2023-2024 YTD Difference	2023 YTD % Of Budget	2024 YTD % Of Budget	YOY % Change
<b>Revenue</b>											
Program Revenue	\$ 5,374,077	\$ (1,253,891)	\$ (3,008)	\$ 769	\$ 3,777	\$ 5,590,704	\$ 6,627,968	\$ 1,037,263			
Pre-Sale Revenue					\$ -	174,793	216,362	\$ 41,569			
Facility Improvement Fee	\$ -		\$ (191)		\$ 191	\$ (831,559)	\$ (870,942)	\$ (39,383)			
Other Transfers-In	\$ -	\$ (53,698)			\$ -	\$ 53,746	\$ 53,698	\$ (48)			
<b>Total Revenue</b>	<b>\$ 5,374,077</b>	<b>\$ 653,008</b>	<b>\$ (3,199)</b>	<b>\$ 769</b>	<b>\$ 3,968</b>	<b>\$ 4,987,684</b>	<b>\$ 6,027,085</b>	<b>\$ 1,039,401</b>	<b>115.97%</b>	<b>112.15%</b>	<b>-3.82%</b>
<b>Expenditures</b>											
Salaries and Wages	\$ 1,127,824	\$ (114,080)	\$ 75,473	\$ 107,152	\$ (31,679)	\$ 1,075,460	\$ 1,253,102	\$ (177,641)	94.42%	111.11%	16.69%
Temp/Seasonal	\$ 651,762	\$ 86,183	\$ -	\$ -		\$ 520,930	\$ 566,317	\$ (45,386)	79.84%	86.89%	7.05%
Personnel Benefits	\$ 467,123	\$ (176,868)	\$ 4,501	\$ 5,734	\$ (1,233)	\$ 469,740	\$ 499,905	\$ (30,165)	145.41%	107.02%	-38.40%
Supplies	\$ 531,900	\$ (26,157)	\$ (10,653)	\$ (2,692)	\$ (7,961)	\$ 442,659	\$ 436,907	\$ 5,751	107.77%	82.14%	-25.63%
Services and Charges	\$ 1,435,756	\$ (942,426)	\$ 407,341	\$ 586,611	\$ (179,270)	\$ 1,625,408	\$ 1,995,494	\$ (370,086)	154.35%	138.99%	-15.36%
Interfund Payments	\$ 237,008	\$ 60,915	\$ (7,317)	\$ 4,032	\$ (11,349)	\$ 291,812	\$ 236,762	\$ 55,049	98.03%	99.90%	1.87%
<b>Subtotal Op. Expense</b>	<b>\$ 4,451,373</b>	<b>\$ (537,115)</b>	<b>\$ 469,345</b>	<b>\$ 700,836</b>	<b>\$ (231,491)</b>	<b>\$ 4,426,010</b>	<b>\$ 4,988,488</b>	<b>\$ (562,478)</b>	<b>114.19%</b>	<b>112.07%</b>	<b>-2.12%</b>
Capital Outlay	\$ 714,650	\$ (377,773)	\$ 76,176	\$ 42,369	\$ 33,807	\$ 587,155	\$ 1,092,423	\$ (505,268)	143.21%	152.86%	9.65%
Transfers Out		\$ -				\$ 1,607	\$ 1,607				
<b>Total Expenditures</b>	<b>\$ 5,166,023</b>	<b>\$ (914,888)</b>	<b>\$ 545,521</b>	<b>\$ 743,205</b>	<b>\$ (197,684)</b>	<b>\$ 5,014,771</b>	<b>\$ 6,080,911</b>	<b>\$ 1,066,139</b>	<b>117.00%</b>	<b>117.71%</b>	<b>0.71%</b>
<b>Net Gain/(Loss)</b>	<b>\$ 208,054</b>		<b>\$ (548,720)</b>	<b>\$ (742,436)</b>	<b>\$ (193,717)</b>	<b>\$ (27,087)</b>	<b>\$ (53,826)</b>	<b>\$ (26,739)</b>			

<b>* Beginning Fund Balance</b>	<b>\$ 348,984</b>
Less 7% Reserve	\$ (404,883)
Less Current Lease Payments	\$ (164,729)
<b>Beginning Year Reserves</b>	<b>\$ (220,628)</b>
YTD Change in Cash	\$ (53,826)
<b>YTD Available Cash</b>	<b>\$ (274,453)</b>

\* 2024 Beginning Fund Balance does not include the FIF reserve of \$2,218,214



## Facility Improvement Fee - Year-End 2024



	2023 13th Month Actual	2024 13th Month Actual	2023-2024 Monthly Difference	2023 YTD Actual	2024 YTD Actual	2023-2024 Monthly Difference
<b>Revenue</b>	\$ 191	\$ -	\$ (191)	\$ 831,559	\$ 870,942	\$ 39,383
<b>Debt Service Payments</b>	\$ -	\$ -	\$ -	\$ (618,135)	\$ (618,025)	\$ (110)

Facility Improvement Fee - Fund Balance	
Beginning Fund Balance	\$ 2,218,214
YTD Revenues	\$ 870,942
YTD Loan Payments	\$ (618,025)
Ending Fund Balance	\$ 2,471,131

Golf SIP Loan Amortization		
Period Ending	Payment	Principal Balance
12/1/2023	\$ 308,666	\$ 6,349,397
6/1/2024	\$ 309,417	\$ 6,071,552
12/1/2024	\$ 308,608	\$ 5,793,183

# 2025 Annual YOY Golf Comparison Report

## ROUNDS

	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
<b>COUNT</b>																		
REGULAR ROUND	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
DISCOUNT ROUND	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
MULTI-PLAY ROUND	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
OTHER ROUND	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>REVENUE</b>																		
REGULAR ROUND	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
DISCOUNT ROUND	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MULTI-PLAY ROUND	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
OTHER ROUND	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

## PASSES

	DOWNRIVER			ESMERALDA			INDIAN CANYON			QUALCHAN			CITY HALL			TOTALS		
	2025	2024	DIFF	2025	2024	DIFF	2025	2024	DIFF	2025	2024	DIFF	2025	2024	DIFF	2024	2023	DIFF
<b>COUNT</b>																		
DISCOUNT PASS	9	5	4	0	0	0	10	6	4	31	20	11	19	706	(687)	69	737	(668)
SEASON PASS	1	0	1	0	0	0	0	3	(3)	6	7	(1)	0	0	0	7	10	(3)
OTHER PASS	2	0	2	0	0	0	5	0	5	1	0	1	0	1,604	(1,604)	8	1,604	(1,596)
<b>TOTAL</b>	<b>12</b>	<b>5</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>15</b>	<b>9</b>	<b>6</b>	<b>38</b>	<b>27</b>	<b>11</b>	<b>19</b>	<b>2,310</b>	<b>(2,291)</b>	<b>84</b>	<b>2,351</b>	<b>(2,267)</b>
<b>REVENUE</b>																		
DISCOUNT PASS	\$ 1,399	\$ 263	\$ 1,136	\$ -	\$ -	\$ -	\$ 1,215	\$ 1,013	\$ 202	\$ 4,184	\$ 2,680	\$ 1,504	\$ 1,522	\$ 706	\$ 816	\$ 8,320	\$ 4,662	\$ 3,658
SEASON PASS	\$ 2,018	\$ -	\$ 2,018	\$ -	\$ -	\$ -	\$ -	\$ 4,320	\$ (4,320)	\$ 7,851	\$ 9,934	\$ (2,083)	\$ -	\$ -	\$ -	\$ 9,868	\$ 14,254	\$ (4,386)
OTHER PASS	\$ 253	\$ -	\$ 253	\$ -	\$ -	\$ -	\$ 632	\$ -	\$ 632	\$ 329	\$ -	\$ 329	\$ -	\$ 1,604	\$ (1,604)	\$ 1,213	\$ 1,604	\$ (390)
<b>TOTAL</b>	<b>\$ 3,669</b>	<b>\$ 263</b>	<b>\$ 3,406</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,847</b>	<b>\$ 5,333</b>	<b>\$ (3,487)</b>	<b>\$ 12,364</b>	<b>\$ 12,614</b>	<b>\$ (250)</b>	<b>\$ 1,522</b>	<b>\$ 2,310</b>	<b>\$ (788)</b>	<b>\$ 19,402</b>	<b>\$ 20,520</b>	<b>\$ (1,119)</b>

## CART FEES

	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
<b>COUNT</b>																		
PRIVATE CART FEE & PERMIT	1	0	1	0	0	0	2	0	2	0	4	(4)	0	0	0	3	4	(1)
PRO CART FEE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>4</b>	<b>(4)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>4</b>	<b>(1)</b>
<b>REVENUE</b>																		
PRIVATE CART FEE & PERMIT	\$ 330	\$ -	\$ 330	\$ -	\$ -	\$ -	\$ 661	\$ -	\$ 661	\$ -	\$ 1,321	\$ (1,321)	\$ -	\$ -	\$ -	\$ 991	\$ 1,321	\$ (330)
PRO CART FEE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 330</b>	<b>\$ -</b>	<b>\$ 330</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 661</b>	<b>\$ -</b>	<b>\$ 661</b>	<b>\$ -</b>	<b>\$ 1,321</b>	<b>\$ (1,321)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 991</b>	<b>\$ 1,321</b>	<b>\$ (330)</b>

## BUCKET OF BALLS

	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
<b>COUNT</b>	0	0	0	0	0	0	0	2	(2)	0	0	0	0	0	0	0	2	(2)
<b>REVENUE</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1	\$ (1)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0	\$ 1	\$ (1)

## FACILITY IMPROVEMENT FEE

	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
<b>COUNT</b>	12	5	7	0	0	0	15	9	6	35	25	10	19	289	(270)	81	328	(247)
<b>REVENUE</b>	\$ 263	\$ 44	\$ 219	\$ -	\$ -	\$ -	\$ 237	\$ 289	\$ (53)	\$ 746	\$ 640	\$ 105	\$ 206	\$ 289	\$ (83)	\$ 1,452	\$ 1,263	\$ 189

## REVENUE SUMMARY

	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	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MISC REVENUE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL REVENUE</b>	<b>\$ 4,263</b>	<b>\$ 307</b>	<b>\$ 3,956</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,744</b>	<b>\$ 5,623</b>	<b>\$ (2,879)</b>	<b>\$ 13,110</b>	<b>\$ 14,576</b>	<b>\$ (1,466)</b>	<b>\$ 1,728</b>	<b>\$ 2,599</b>	<b>\$ (871)</b>	<b>\$ 21,844</b>	<b>\$ 23,105</b>	<b>\$ (1,261)</b>

## Golf Fund - February 2025



	Adopted Budget 2025	2025 Remaining Budget Balance	2024 February Actual	2025 February Actual	2024-2025 Monthly Difference	2024 YTD Actual	2025 YTD Actual	2024-2025 YTD Difference	2024 YTD % Of Budget	2025 YTD % Of Budget	YOY % Change
<b>Revenue</b>											
Program Revenue	\$ 5,930,281	\$ 5,877,097	\$ 18,885	\$ 32,093	\$ 13,208	\$ 30,375	\$ 53,185	\$ 22,809			
Pre-Sale Revenue					\$ -	216,362	125,204	\$ (91,158)			
Facility Improvement Fee	\$ -		\$ (1,013)	\$ (561)	\$ 452	\$ (18,029)	\$ (10,346)	\$ 7,683			
Other Transfers-In	\$ -	\$ -			\$ -						
<b>Total Revenue</b>	<b>\$ 5,930,281</b>	<b>\$ (5,762,239)</b>	<b>\$ 17,871</b>	<b>\$ 31,532</b>	<b>\$ 13,660</b>	<b>\$ 228,708</b>	<b>\$ 168,042</b>	<b>\$ (60,665)</b>	<b>4.26%</b>	<b>2.83%</b>	<b>-1.42%</b>
<b>Expenditures</b>											
Salaries and Wages	\$ 1,263,109	\$ 982,315	\$ 93,657	\$ 88,549	\$ 5,108	\$ 155,853	\$ 145,509	\$ 10,345	13.82%	11.52%	-2.30%
Temp/Seasonal	\$ 722,232	\$ 651,762	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Personnel Benefits	\$ 503,997	\$ 406,321	\$ 34,786	\$ 33,157	\$ 1,630	\$ 63,756	\$ 60,802	\$ 2,954	13.65%	12.06%	-1.58%
Supplies	\$ 561,900	\$ 522,826	\$ 5,192	\$ 7,501	\$ (2,309)	\$ 5,947	\$ 9,074	\$ (3,127)	1.12%	1.61%	0.50%
Services and Charges	\$ 1,471,356	\$ 1,331,419	\$ 52,764	\$ 92,038	\$ (39,275)	\$ 58,096	\$ 104,337	\$ (46,241)	4.05%	7.09%	3.04%
Interfund Payments	\$ 356,409	\$ 191,898	\$ 9,677	\$ 45,111	\$ (35,434)	\$ 9,677	\$ 45,111	\$ (35,434)	4.08%	12.66%	8.57%
<b>Subtotal Op. Expense</b>	<b>\$ 4,879,003</b>	<b>\$ 4,514,171</b>	<b>\$ 196,076</b>	<b>\$ 266,356</b>	<b>\$ (70,280)</b>	<b>\$ 293,329</b>	<b>\$ 364,832</b>	<b>\$ (71,502)</b>	<b>6.59%</b>	<b>7.48%</b>	<b>0.89%</b>
Capital Outlay	\$ 1,000,000	\$ 950,474	\$ 82,934	\$ 49,526	\$ 33,407	\$ 6,758	\$ 49,526	\$ (42,768)	0.95%	4.95%	4.01%
Transfers Out		\$ -									
<b>Total Expenditures</b>	<b>\$ 5,879,003</b>	<b>\$ 5,464,645</b>	<b>\$ 279,009</b>	<b>\$ 315,882</b>	<b>\$ (36,872)</b>	<b>\$ 300,087</b>	<b>\$ 414,358</b>	<b>\$ 114,270</b>	<b>5.81%</b>	<b>7.05%</b>	<b>1.24%</b>
<b>Net Gain/(Loss)</b>	<b>\$ 51,278</b>		<b>\$ (261,138)</b>	<b>\$ (284,350)</b>	<b>\$ (23,212)</b>	<b>\$ (71,380)</b>	<b>\$ (246,316)</b>	<b>\$ (174,936)</b>			

<b>* Beginning Fund Balance</b>	<b>\$ 80,905</b>	Updated 3/4/25
Less 7% Reserve	\$ (454,810)	
Less Current Lease Payments	\$ (164,729)	
<b>Beginning Year Reserves</b>	<b>\$ (538,634)</b>	
YTD Change in Cash	\$ (246,316)	
<b>YTD Available Cash</b>	<b>\$ (784,950)</b>	

\* 2025 Beginning Fund Balance does not include the FIF reserve of \$2,471,131

## Facility Improvement Fee - February 2025



	2024 February Actual	2025 February Actual	2024-2025 Monthly Difference	2024 YTD Actual	2025 YTD Actual	2024-2025 Monthly Difference
<b>Revenue</b>	\$ 1,013	\$ 561	\$ (452)	\$ 18,029	\$ 10,346	\$ (7,683)
<b>Debt Service Payments</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Facility Improvement Fee - Fund Balance	
Beginning Fund Balance	\$ 2,471,131
YTD Revenues	\$ 10,346
YTD Loan Payments	\$ -
Ending Fund Balance	\$ 2,481,477

GOLF SIP Loan Amortization				
Period Ending	Principal	Interest	Total Payment	Principal Balance
6/1/2024	\$ 277,845	\$ 31,571	\$ 309,417	\$ 6,071,552
12/1/2024	\$ 278,369	\$ 30,239	\$ 308,608	\$ 5,793,183
6/1/2025	\$ 280,645	\$ 28,903	\$ 309,548	\$ 5,512,538
12/1/2025	\$ 281,175	\$ 27,557	\$ 308,732	\$ 5,231,363