



City of Spokane Park Board Golf Committee Meeting

8:00 a.m. Tuesday, Oct. 07, 2025
Hybrid in-person and WebEx virtual meeting
Mark Poirier – Golf Manager

Committee Members

- X Barb Richey– Chair
- X Gerry Sperling
- Doug Kelley – absent (excused)

Parks Staff

Mark Poirier
Fianna Dickson
Megan Dyson
Kris Behr

Golf Staff

Doug Phares
Kyle Kelly
Rob Decker

SUMMARY

- The committee approved to recommend the Park Board accept the following agenda items:
 - None
- Current and future Golf capital expenditures were presented by Mark Poirier.
- Mark Poirier gave an update and timeline on the Indian Canyon Golf Professional RFP.
- 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., Nov. 11, 2025.

MINUTES

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

Public comment - None

Action items - None

Discussion item

1. [Golf capital current/future](#) – Mark Poirier

- a. Recapping the 2025 capital expenditures: Downriver Golf Course greatly benefitted this year with the completion of the cart path renovation, a new roof on the maintenance building and upgraded fiber optics. Additionally, the sewer line at Esmeralda was surveyed and designed for a future project and the Qualchan pump house was completely rebuilt at no expense to golf. There was a large capital outlay in 2025 for equipment purchases. In all, \$813,812 was spent in 2025 on capital projects.
- b. Mark indicated the Facility Improvement Fee (FIF) account will be going through a refinance this year and the goal in 2026 is to pay down that loan as much as possible.
- c. Looking ahead to 2026, more equipment purchases are on the horizon. Mark is evaluating lease vs. buy, which could save a considerable amount of money and frustration from failing equipment. There are pros and cons to each. Additionally, tee box leveling, the Esmeralda sewer project and cart path renovations for Indian Canyon are also in the plans. All of these projects align with the Master Plan.

2. [Indian Canyon Request for Proposal \(RFP\) update & timeline](#) – Mark Poirier

The golf professionals are under a five-year contract with five-year renewal option. Doug Phares' contract is due to expire soon, and a nationwide RFP went out July 21st. Oral interviews, selections and negotiations will take place late October/November, and eventually presenting to Park Board for approval on December 11. To clarify, although Doug has done an amazing job, the City of Spokane policy dictates he must essentially reapply for his job and compete with any qualified candidates. The selection committee consists of City of Spokane employees and Park Board members.

Standing reports

1. Golf marketing report – Fianna Dickson

Fianna indicated they continue to run digital marketing for the few remaining Autumn golf days. At the end of October, she will review the reports and analytics and bring to the committee in November.

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

Total number of rounds through September exceeded 2024 by over 8,000. The September actuals were terrific coming in at \$716,380. Year-to-date, there was an increase of nearly \$200,000 over 2024. There is about \$800,000 available cash considering everything that is outgoing, is not unusual. The FIF revenue increased over \$30,000 from 2024.

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

- a. Qualchan – Congratulations to Kyle Kelly, who will be inducted into the PGA hall of fame. They had their club championship with a record 50 players. Last Friday they hosted a fundraiser for the Eastern Washington University Men's Golf program. Rob Decker reported that several loads of gravel were removed behind the clubhouse, providing for more parking. Some dead trees will be removed shortly. The irrigation continues to be a problem with at least 3 heads needing replacement each week. A tee box was added at hole 5. They are attempting to aerate

the entire course soon. Barb commented how beautiful the entryway looks. Rob indicated they have a new temp gardener who is doing a terrific job.

- b. Indian Canyon – Doug reports there are roughly 3 weeks remaining in the season. They are constantly working debris and cleanup efforts. The greens are still in superb condition.
- c. Downriver had their 33rd Halloween Open last weekend with 112 participants.
- d. Esmeralda benefitted from the recent road work along Freya. They had to remove some fencing which was replaced and connected to the existing fencing at no cost to Golf. At the same time, the original gate was replaced with a new cantilevered gate. Rob Sanders is making some restaurant seating improvements, adding new carpeting and tile. He is also adding a new wash bay with a permeable concrete pad for the carts.
- e. All the courses are working on fall clean-up and aerification, which is coming along extremely well. Sprinkler blowouts will be happening soon.

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

The next regularly scheduled meeting is 8 a.m. Tue., Nov. 11, 2025.



October Golf Committee

October 7th, 2025

Discussion Items





2025 Capital Expenditures

- Completion of Downriver cart path project
 - **=\$275,000**
- Downriver maintenance building roof
 - **=\$42,000**
- Downriver fiber
 - **=\$10,500**
- Esmeralda sewer line survey/design
 - **=\$7,000**
- The Creek at Qualchan pumphouse project
 - **=\$825,000 (no cost to golf)**



- Equipment purchases
 - 2 Tank Sprayers
 - 4 Triflexes
 - 1 Pro Gator
 - = **\$456,000**
- Misc./Tree
 - = **~\$23,000**

Total Capital Outlay spent for 2025

- **=\$813,812**



Future plans for 2026

- More equipment needs
 - Evaluating Lease vs. Buy
 - ~\$450k – Cutting units and people movers
- Tee box leveling
 - Measurement and design – Dan Hixson
 - Bid for work
- Esmeralda Sewer
- Cart Paths





Indian Canyon RFP update and timeline

1. Request for RFP – July 21st
2. Golf course tours – Sept. 9th
3. RFP question deadline – Sept. 19th
4. Proposal due date – Oct. 6th
5. Proposal evaluations – Oct 8th – 22nd
6. Oral interviews/presentations – Oct. 27th – Nov. 7th
7. Selection and negotiation period – Nov. 10th – 21st
8. Notice of intent to award – on or before Dec. 3rd
9. Golf committee approval – Dec. 9th
10. Park board approval – Dec. 11th



2025

Annual YOY Golf

Comparison Report

[Return to Minutes](#)

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		
		20,799	18,999	1,800	17,907	16,875	1,032	19,609	19,880	(271)	19,419	18,099	1,320	0	0	0	77,734	73,853	3,881		
		20,002	21,994	(1,992)	21,763	21,447	316	16,596	15,303	1,293	17,057	16,816	241	0	0	0	75,418	75,560	(142)		
		4,323	3,668	655	4,106	3,219	887	2,778	2,261	517	4,273	3,476	797	0	0	0	15,480	12,624	2,856		
		3,225	3,387	(162)	2,515	2,064	451	5,295	4,964	331	3,362	2,550	812	0	0	0	14,397	12,965	1,432		
TOTAL		48,349	48,048	301	46,291	43,605	2,686	44,278	42,408	1,870	44,111	40,941	3,170	0	0	0	183,029	175,002	8,027		
REVENUE	REGULAR ROUND DISCOUNT ROUND MULTI-PLAY ROUND OTHER ROUND TOTAL	\$ 623,522	\$ 576,366	\$ 47,156	\$ 567,489	\$ 529,498	\$ 37,992	\$ 641,573	\$ 637,093	\$ 4,480	\$ 628,959	\$ 597,666	\$ 31,293	\$ -	\$ -	\$ -	\$ 2,461,544	\$ 2,340,623	\$ 120,921		
		\$ 512,601	\$ 568,331	\$ (55,730)	\$ 569,325	\$ 566,172	\$ 3,153	\$ 459,144	\$ 429,170	\$ 29,975	\$ 486,231	\$ 481,283	\$ 4,949	\$ -	\$ -	\$ -	\$ 2,027,301	\$ 2,044,955	\$ (17,653)		
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
		\$ 50,459	\$ 55,919	\$ (5,460)	\$ 9,683	\$ 6,941	\$ 2,742	\$ 117,815	\$ 109,331	\$ 8,484	\$ 49,657	\$ 28,917	\$ 20,740	\$ -	\$ -	\$ -	\$ 227,614	\$ 201,108	\$ 26,506		
		\$ 1,186,583	\$ 1,200,616	\$ (14,033)	\$ 1,146,497	\$ 1,102,611	\$ 43,886	\$ 1,218,532	\$ 1,175,594	\$ 42,939	\$ 1,164,848	\$ 1,107,866	\$ 56,982	\$ -	\$ -	\$ -	\$ 4,716,460	\$ 4,586,686	\$ 129,774		
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	1,124	39	776	883	(107)	791	654	137	1,323	1,173	150	55	36	19	4,108	3,870	238		
		29	8	21	67	43	24	24	16	8	72	44	28	5	5	0	197	116	81		
		53	64	(11)	411	517	(106)	66	50	16	69	58	11	341	359	(18)	940	1,048	(108)		
TOTAL		1,245	1,196	49	1,254	1,443	(189)	881	720	161	1,464	1,275	189	401	400	1	5,245	5,034	211		
REVENUE	DISCOUNT PASS SEASON PASS OTHER PASS TOTAL	\$ 91,590	\$ 78,600	\$ 12,990	\$ 60,206	\$ 73,685	\$ (13,479)	\$ 51,410	\$ 43,157	\$ 8,253	\$ 105,678	\$ 77,679	\$ 27,999	\$ 4,930	\$ 3,057	\$ 1,873	\$ 313,813	\$ 276,178	\$ 37,635		
		\$ 47,565	\$ 12,851	\$ 34,715	\$ 57,807	\$ 31,031	\$ 26,776	\$ 17,193	\$ 20,482	\$ (3,289)	\$ 91,075	\$ 45,548	\$ 45,526	\$ 6,447	\$ 5,395	\$ 1,053	\$ 220,087	\$ 115,307	\$ 104,780		
		\$ 9,771	\$ 11,035	\$ (1,264)	\$ 25,498	\$ 29,420	\$ (3,922)	\$ 12,583	\$ 7,975	\$ 4,608	\$ 13,836	\$ 11,076	\$ 2,760	\$ 17,953	\$ 20,028	\$ (2,075)	\$ 79,641	\$ 79,534	\$ 107		
		\$ 148,927	\$ 102,486	\$ 46,441	\$ 143,511	\$ 134,136	\$ 9,375	\$ 81,186	\$ 71,615	\$ 9,571	\$ 210,589	\$ 134,303	\$ 76,285	\$ 29,330	\$ 28,479	\$ 850	\$ 613,542	\$ 471,020	\$ 142,522		
		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		
		461	515	(54)	537	588	(51)	335	310	25	393	378	15	0	0	0	1,726	1,791	(65)		
		22,757	22,853	(96)	24,896	24,395	501	26,562	26,089	473	23,602	22,180	1,422	0	0	0	97,817	95,517	2,300		
		23,218	23,367	(149)	25,433	24,983	450	26,897	26,399	498	23,995	22,558	1,437	0	0	0	99,543	97,307	2,236		
REVENUE	PRIVATE CART FEE & PERMIT PRO CART FEE TOTAL	\$ 18,585	\$ 17,594	\$ 991	\$ 15,761	\$ 19,435	\$ (3,674)	\$ 8,978	\$ 7,001	\$ 1,977	\$ 15,895	\$ 17,850	\$ (1,955)	\$ -	\$ -	\$ -	\$ 59,219	\$ 61,880	\$ (2,661)		
		\$ 4,706	\$ 4,456	\$ 250	\$ 8,531	\$ 7,948	\$ 582	\$ 11,013	\$ 10,197	\$ 816	\$ 4,854	\$ 4,317	\$ 536	\$ -	\$ -	\$ -	\$ 29,104	\$ 26,919	\$ 2,185		
		\$ 23,291	\$ 22,050	\$ 1,241	\$ 24,292	\$ 27,383	\$ (3,091)	\$ 19,990	\$ 17,197	\$ 2,793	\$ 20,749	\$ 22,168	\$ (1,419)	\$ -	\$ -	\$ -	\$ 88,322	\$ 88,798	\$ (476)		
		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		
13,836	13,339			498	11,644	11,857	(213)	24,884	22,091	2,793	13,563	11,872	1,691	0	0	0	63,927	59,159	4,769		
	\$ 1,328	\$ 1,289	\$ 39	\$ 2,392	\$ 2,425	\$ (33)	\$ 5,361	\$ 4,711	\$ 651	\$ 1,354	\$ 1,168	\$ 186	\$ -	\$ -	\$ -	10,435	9,592	\$ 843			
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		
		42,619	43,000	(381)	40,439	39,203	1,236	38,893	37,485	1,408	38,370	35,851	2,519	77	59	18	160,398	155,598	4,800		
	\$ 220,049	\$ 215,256	\$ 4,792	\$ 206,977	\$ 199,383	\$ 7,594	\$ 198,244	\$ 190,431	\$ 7,813	\$ 204,690	\$ 188,003	\$ 16,686	\$ 1,395	\$ 1,368	\$ 26	831,353	794,442	\$ 36,912			
REVENUE SUMMARY																					
COUNT	Lessons MISC REVENUE TOTAL 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		
		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
	\$ 1,580,177	\$ 1,541,697	\$ 38,480	\$ 1,523,669	\$ 1,465,938	\$ 57,731	\$ 1,523,313	\$ 1,459,548	\$ 63,766	\$ 1,602,229	\$ 1,453,508	\$ 148,721	\$ 30,724	\$ 29,848	\$ 877	\$ 6,260,112	\$ 5,950,538	\$ 309,575			

Golf Fund - September 2025



	Adopted Budget 2025	2025 Remaining Budget Balance	2024 September Actual	2025 September 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
Revenue											
Program Revenue	\$ 5,930,281	\$ (541,327)	\$ 812,072	\$ 824,417	\$ 12,345	\$ 6,177,203	\$ 6,471,608	\$ 294,405			
Pre-Sale Revenue					\$ -	216,362	125,204	\$ (91,158)			
Facility Improvement Fee	\$ -		\$ (105,692)	\$ (108,125)	\$ (2,432)	\$ (811,208)	\$ (841,901)	\$ (30,693)			
Other Transfers-In	\$ -	\$ -			\$ -						
Total Revenue	\$ 5,930,281	\$ (175,370)	\$ 706,380	\$ 716,293	\$ 9,912	\$ 5,582,357	\$ 5,754,911	\$ 172,554	103.88%	97.04%	-6.83%
Expenditures											
Salaries and Wages	\$ 1,263,109	\$ 289,783	\$ 86,709	\$ 97,712	\$ (11,004)	\$ 828,977	\$ 838,041	\$ (9,064)	73.50%	66.35%	-7.15%
Temp/Seasonal	\$ 722,232	\$ 154,445	\$ 69,800	\$ 79,813	\$ (10,013)	\$ 458,621	\$ 497,317	\$ (38,696)	70.37%	68.86%	-1.51%
Personnel Benefits	\$ 503,997	\$ 63,257	\$ 46,075	\$ 50,978	\$ (4,903)	\$ 375,006	\$ 403,866	\$ (28,860)	80.28%	80.13%	-0.15%
Supplies	\$ 561,900	\$ 124,857	\$ 80,847	\$ 63,840	\$ 17,007	\$ 370,101	\$ 407,043	\$ (36,942)	69.58%	72.44%	2.86%
Services and Charges	\$ 1,471,356	\$ 235,410	\$ 227,113	\$ 242,539	\$ (15,426)	\$ 1,067,459	\$ 1,200,346	\$ (132,887)	74.35%	81.58%	7.23%
Interfund Payments	\$ 356,409	\$ (21,131)	\$ 21,863	\$ 7,729	\$ 14,134	\$ 167,385	\$ 258,139	\$ (90,754)	70.62%	72.43%	1.80%
Subtotal Op. Expense	\$ 4,879,003	\$ 1,274,251	\$ 532,407	\$ 542,612	\$ (10,205)	\$ 3,267,550	\$ 3,604,752	\$ (337,203)	73.41%	73.88%	0.48%
Capital Outlay	\$ 1,000,000	\$ 186,188		\$ 93,186	\$ (93,186)	\$ 511,911	\$ 813,812	\$ (301,901)	71.63%	81.38%	9.75%
Transfers Out		\$ -									
Total Expenditures	\$ 5,879,003	\$ 1,460,439	\$ 532,407	\$ 635,798	\$ (103,391)	\$ 3,779,461	\$ 4,418,564	\$ 639,103	73.16%	75.16%	2.00%
Net Gain/(Loss)	\$ 51,278		\$ 173,973	\$ 80,495	\$ (93,479)	\$ 1,802,896	\$ 1,336,347	\$ (466,550)			
* Beginning Fund Balance	\$ 80,905	Updated 3/4/25									
Less 7% Reserve	\$ (454,810)										
Less Current Lease Payments	\$ (164,729)										
Beginning Year Reserves	\$ (538,634)										
YTD Change in Cash	\$ 1,336,347										
YTD Available Cash	\$ 797,712										

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

Facility Improvement Fee - September 2025



	2024 September Actual	2025 September Actual	2024-2025 Monthly Difference	2024 YTD Actual	2025 YTD Actual	2024-2025 Monthly Difference
Revenue	\$ 105,692	\$ 108,125	\$ 2,432	\$ 811,208	\$ 841,901	\$ 30,693
Debt Service Payments	\$ -	\$ -	\$ -	\$ (309,417)	\$ (309,548)	\$ 131

Facility Improvement Fee - Fund Balance	
Beginning Fund Balance	\$ 2,471,131
YTD Revenues	\$ 841,901
YTD Loan Payments	\$ (309,548)
Ending Fund Balance	\$ 3,003,484

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