

2018 Annual Budget



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City of Spokane Valley, Washington

Annual Budget

**For the Fiscal Year
January 1 through December 31, 2018**

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“A community of opportunity where individuals and families can grow and play, and businesses will flourish and prosper.”



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City of Spokane Valley, WA

Spokane County

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City Council Members

Rod Higgins, Mayor

Position #1

Arne Woodard, Deputy Mayor

Position #3

Caleb Collier

Position #2

Ed Pace

Position #4

Pam Haley

Position #5

Sam Wood

Position #6

Michael Munch

Position #7

Staff

Mark Calhoun, City Manager

John Hohman, Deputy City Manager

Chelsie Taylor, Finance Director

Mike Stone, Parks & Recreation Director

Cary Driskell, City Attorney

William Helbig, City Engineer

Christine Bainbridge, City Clerk



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City Manager's Budget Message 2018 Annual Budget

Dear Citizens, Mayor and City Council of Spokane Valley:

It is with pleasure that I present the attached 2018 Budget for the City of Spokane Valley. The City remains financially strong and continues to benefit from a history of prudent financial decisions that have been made since our 2003 incorporation. Consistently responsible budgeting and restrained spending have again helped us achieve the key Fiscal Policies noted in the following pages.

The City of Spokane Valley continues to be an excellent example of how a City provides key services to the community while holding down taxes, fees and other charges. Additionally, our per capita employee count and personnel expenses are among the lowest (if not the lowest) of comparable size cities in the state and around the U.S.

We recognize that to ensure continued financial stability, it is imperative that we achieve two key goals within our General Fund:

1. Recurring annual revenues must be greater than or equal to recurring annual expenditures, and
2. The ending General Fund fund balance must be sufficient enough to meet cash flow needs which is no less than 50% of recurring expenditures and represents roughly six months of General Fund operations.

We are pleased to report that each of these goals have again been achieved in the 2018 General Fund Budget.

Beyond recurring operating activity, and due to our excellent financial condition, we are afforded the opportunity to use the portion of the General Fund fund balance that exceeds 50% for nonrecurring expenditures in pursuit of programs important to the City Council and community. Recent examples include General Fund contributions to each phase of the Appleway Trail project, Sullivan Road West Bridge Replacement project, Appleway road landscaping, a cash "down payment" for construction of a New City Hall, and beginning to set money aside for future railroad grade separation projects and development of Balfour Park.

Fiscal Policies

Fiscal Health is at the Core of Providing a Good Public Service

The Fiscal Policies adopted by the City Council are important for the long-range fiscal strength of Spokane Valley. These policies set a framework that the City will follow to responsibly manage resources and if necessary, under what circumstances we will utilize reserves to sustain operations during economic downturns.

Financial Management

The City will strive to:

1. Maintain basic service levels with minimal resources to achieve success.
2. Minimize personnel costs and overhead by continuing to contract for services when it makes financial sense to do so.
3. Continue the six-year Business Plan process.
4. Leverage City funds with grant opportunities.
5. Minimize City debt with a pay as you go philosophy.
 - The State of Washington sets the maximum level of allowable debt for cities based on assessed value of property. The City of Spokane Valley currently utilizes only 2.10% of its total debt capacity, and more importantly, only 10.50% of non-voted bond capacity. This reflects an exceptionally low debt burden.
6. Strive to prioritize spending in the annual budget process and minimize the mid-year addition of projects and appropriations.

Financial Objectives

The City's financial objectives are:

1. Adopt a General Fund Budget with recurring revenues equal to, or greater than recurring expenditures.
2. Maintain a minimum General Fund Ending Fund Balance of at least 50% of the recurring expenditure budget. This is adequate to meet cash flow needs and is the equivalent of six months of general fund operations.
3. If necessary, utilize a portion of the Service Level Stabilization Reserve Fund (\$5.5 million) to maintain ending fund balance minimum.
4. Commitment to the strategy that the Service Level Stabilization Reserve Fund will not be reduced below \$3.3 million (60% of \$5.5 million).
5. Maintain the 2018 property tax assessment the same as 2017 with the exception of new construction. As in the previous eight years, the City will forego the one-percent annual increase to property tax allowable by RCW 84.52.050. We anticipate this will result in a levy of \$11,646,122 plus estimated new construction of \$150,000 for a total levy of approximately \$11,796,100. The allowable potential increase will be banked for future use as provided by law. This effectively makes the ninth year in a row that we have not increased our City property tax assessment.
6. Grow our economy so the existing tax base can support basic programs.

Commitment – By committing to these policies and the checks and balances they afford, the City will ensure financial sustainability well into the future.

2018 Budget Highlights

City Priorities

The City's chief budget priorities are public safety, pavement preservation, transportation and infrastructure (including railroad grade separations and park related projects) and economic development. Ensuring that we've committed adequate resources to these activities accounts for much of the effort that staff collectively dedicates to the annual development of our Business Plan and Operating and Capital budgets.

Moderate Growth in Recurring General Fund Expenditures

Investing in essential core services identified by the Council and community establishes the baseline expenditures we have included in this budget. Similar to the trend experienced in most jurisdictions, we find that the cost of providing these services often increases at a faster rate than the moderate growth we see in the underlying tax revenues that support these core services. With that said however, City staff and Council collectively strive to meet the challenge of continuing to provide historic levels of service and we will again meet this challenge in 2018 where we anticipate recurring revenues will increase over those of 2017 by 3.73%, while expenditures increase by just 1.81%.

Public Safety Costs

Over the years Council has consistently committed to the maintenance and at times enhancement of public safety service levels and this is again reflected in the 2018 Budget where public safety costs including law enforcement, courts, prosecution, public defense and jail related services total \$25,464,251 which is an amount equal to 216% of anticipated property tax collections ($= \$25,464,251 / \$11,796,100$).

City Hall Construction Project

Since incorporation in 2003 the City had leased City Hall office space and over that time frame the City, like many of our residents, debated whether we were better off to continue renting or owning our own home. In 2015, the City made the decision to construct a New City Hall at a then estimated cost of \$14.4 million. Through the balance of 2015 and into 2016 the City acquired land, contracted with an architect for design services and construction occurred between June 2016 and September 2017. With all costs for the facility accounted for, the actual final price totaled \$14.15 million or \$250,000 less than our initial target. We financed the project with a combination of \$6.30 million in cash we set aside for this project and \$7.85 million in net LTGO bond proceeds. Repayment of the bonds will take place over the 30-year period of 2016 through 2045 at a fixed average annual payment of \$399,888 which is \$34,712 less per year than the City's final annual lease payment of \$434,600. The difference between continuing a lease for 30 years at a conservatively estimated annual increase of 3% versus having this fixed annual bond payment results in a savings to the community of approximately \$8 million.

We recognize that occupying a building we own will result in a number of costs we haven't historically borne as a tenant including facility maintenance, janitorial services and utilities. In acknowledgment of this, beginning with the 2017 General Fund Recurring Budget, we created a new department titled "City Hall Operations and Maintenance" that will account for the variety of costs we anticipate we will incur. The 2018 Budget for this department is \$306,043.

Staffing Levels

Staffing levels in 2018 are currently anticipated to increase by .85 full-time equivalent employee (FTE) to 89.25 FTEs from the 88.4 FTEs included in the 2017 Budget. The addition of the .85 FTEs is a result of a number of personnel actions that are explained below:

FTEs in the adopted 2017 Budget	88.40
April 1, 2017 Reorganization	(0.65)
Revised 2017 FTEs	87.75
2018 Changes	
+ Attorney	0.50
+ Limited term employee moved to regular status position	1.00
2018 Proposed FTEs	89.25

In the 2017 Budget, of the 88.40 FTEs, we included the wages of 3.5 FTEs in capital projects leaving a net of 84.9 FTEs financed from operating funds. In the 2018 Budget, of the 89.25 FTEs, we include the wages of 4.5 FTEs in capital projects leaving a net of 84.75 FTEs financed from operating funds. This reflects a net decrease of .15 FTEs financed from operating funds between 2017 and 2018. These changes are depicted in the following analysis:

	2017	2018	Difference
FTEs financed by operating funds	84.90	84.75	(0.15)
FTEs financed by capital projects	3.50	4.50	1.00
Total FTEs	88.40	89.25	0.85

Distribution of wage related costs to City funds are budgeted as follows:

FTEs Distribution by Fund	
General Fund #001	74.63
Street O&M Fund #101	5.72
Street Capital Projects Fund #303	4.5
Stormwater Fund #402	4.4
	89.25

Taking into consideration that we contract for police services and are served by Fire Districts and a Library District, for a major city we are operating substantially below the normal employee count and consequently at a significantly reduced payroll cost relative to many cities across the country. Spokane Valley personnel costs are approximately 21.2% of the total General Fund recurring expenditures. Spokane Valley staff levels average about one employee for every 1,054 citizens while comparably sized cities in the State of Washington have a much higher ratio of employees to citizens.

Since incorporation, the City has taken a conservative approach to adding new staff and continues to have the lowest per capita employee count of any Washington city with a population of 50,000 or greater. By all comparisons, the City of Spokane Valley is a lean, productive City government.

Pavement Preservation

Beginning in 2012, the City initiated spending of general fund, special revenue fund and capital project fund revenues and reserves for the purpose of financing our street preservation efforts. In 2018, our citizens will again see an aggressive program of repaving our roadways. Some may question paving roads that “don’t look so bad” but the truth is the best time to repave is before a road deteriorates to the point that full reconstruction is necessary. Full reconstruction can cost substantially more than pavement preservation treatments such as crack sealing or grinding and repaving. This is why the City of Spokane Valley has committed critical financial resources to the preservation of our transportation infrastructure. We hope you are as proud of our fine road system as we are!

For 2018, we project total revenues in Pavement Preservation of \$4,973,200 that will be applied against \$4,058,600 in projected expenditures. This will create a surplus in 2018 of \$914,600 that will be applied to projects in subsequent years. Sources of revenue in 2018 include \$2,572,500 in grant proceeds, and \$2,400,700 in transfers from other City funds consisting of:

- \$962,700 from the General Fund
- \$ 67,342 from Street O&M Fund #101
- \$685,329 from REET 1 Capital Projects Fund #301
- \$685,329 from REET 2 Capital Projects Fund #302

While Pavement Preservation is one of our critical service and budget priorities, we find that sustaining historic levels of service is becoming more of a challenge with each passing year. The following section titled “Challenges” articulates the issues we are currently facing.

Challenges

Beyond the annual challenge of balancing the General Fund budget, the City of Spokane Valley has a number of on-going financial challenges.

1. Declining revenues in Street O&M Fund #101 that will impact our future ability to deliver historic service levels

This Fund depends upon a combination of gas and telephone tax receipts.

- Because the gas tax is a flat amount per gallon, and because each generation of newer vehicles get better gas mileage, we find our gas tax revenues have recently hovered somewhere between either flat or declining. Due to the 2015 State Legislature’s increase in the gas tax we’ve seen a bit of an increase in this revenue source with a 2018 revenue projection of \$2,052,000 which represents an increase of \$117,000 (or 6%) over 2015 revenues of \$1,935,000.
- The 6% telephone utility tax generated \$3.1 million in the first year of implementation in 2009. Since that time however we have experienced a steady decline and at this point are projecting 2018 revenues of just \$1,900,000.

2. Balancing the cost of pavement preservation against other transportation and infrastructure needs

- Pavement preservation has historically been financed from a combination of sources including:
 - General Fund dollars,
 - Street Fund money,
 - real estate excise tax (REET) receipts,
 - grants, and

- Civic Facility Replacement Fund #123 (Fund #123) reserves that were dedicated towards this purpose.

Because Fund #123 reserves were fully depleted in 2016, beginning in 2017 the City was forced to dedicate more REET receipts towards pavement preservation in order to maintain historic levels of funding.

- Street construction and reconstruction projects are typically financed through a combination of state and federal grants plus a City match that normally comes from REET receipts. The more we apply REET dollars towards pavement preservation projects, the less able we are to leverage this revenue source towards street construction and reconstruction projects. If one assumes we are able to obtain street construction grants requiring a 20% City match, then every \$1 of REET money we set aside for this purpose leverages a \$5 project.

3. Railroad Grade Separation and Quiet Zone Projects (overpasses and underpasses)

Bridging the Valley is a proposal to separate vehicle traffic from train traffic in the 42 mile corridor between Spokane and Athol, ID. The separation of railroad and roadway grades in this corridor is intended to promote future economic growth, traffic movement, traffic safety, aquifer protection in the event of an oil spill, and train whistle noise abatement. The underlying study outlined the need for a grade separation at four locations in Spokane Valley. The most recent estimates peg the total cost of these projects at \$74.9 million including:

- Barker and Trent Road Overpass (estimated cost of \$20.0 million),
- Pines and Trent Underpass (estimated cost of \$19.8 million),
- Sullivan Road Overpass improvements (estimated cost of \$16.1 million), and
- Park Road Overpass (estimated cost of \$19.0 million)

Because grade separation projects are exceptionally expensive endeavors and largely beyond our ability to finance solely through existing sources of internal revenue, the City has pursued grant funding from both the federal and state government over the past several years. Incremental successes thus far includes:

Barker/Trent Grade Separation Project

- Estimated cost has been reduced from \$36.0 million to \$20.0 million (or less) by determining that a full interchange is unnecessary.
- \$720,000 Federal Earmark.
- \$2,209,000 City earmark of real estate excise tax.
- \$1,421,321 of City General Fund money earmarked for this purpose.
- \$1,500,000 awarded by the WA State Legislature during the 2017 session.
- FMSIB grant that is a 20% match of the total project cost.
- Summary: Assuming a project cost of \$20.0 million, the total of the aforementioned financial commitments is \$9.8 million leaving \$10.2 million currently underfunded.
- On August 22, 2017 Council approved a Phase 1 contract to an engineering firm valued at \$173,000 with a scope of services that calls for evaluating five potential options. The end result of the study will be a final recommended option with a revised cost estimate. Following this, we will plan to enter a second phase where we will contract with an engineering firm to take the recommended solution to a 100% design.

- The City has applied for a variety of both state and federal grants (including the TIGER and FASTLANE programs) and met with some success. We will continue to apply for grant programs as they become available including the upcoming federal INFRA and TIGER 9 programs. We are hopeful that having a 100% design will make us more competitive as we will then have a “shovel ready” project.

Pines / Trent Grade Separation Project

- In the 2017 General Fund Budget, Council appropriated \$1.2 million towards this project and through 2018 Budget discussions has earmarked an additional \$721,321 of excess General Fund reserves for a total of \$1,921,321.
- In late 2016, the City acquired property valued at approximately \$500,000 to provide the necessary right-of-way for this project.
- Summary: Although the City has not obtained any outside financial assistance on this project, we have committed \$2,421,321 of internal funds towards this project.
- On July 11, 2017 Council approved a Phase 1 contract to an engineering firm valued at \$124,000 with a scope of services that calls for evaluating two potential options. The end result of the study will be a final recommended option with a revised cost estimate. Following this, we will plan to enter a second phase where we will contract with an engineering firm to take the recommended solution to a 100% design.
- The City has applied for a variety of both state and federal grants (including the TIGER and FASTLANE programs). We will continue to apply for grant programs as they become available including the upcoming federal INFRA and TIGER 9 programs. We are hopeful that having a 100% design will make us more competitive as we will then have a “shovel ready” project.

The Budget for 2018

Strong but Guarded

Recognizing that fiscal health is at the core of providing good public services, one of the most important tests of fiscal management is the ability of a municipal enterprise to maintain basic services during an economic downturn. The creation and ongoing maintenance of financial reserves since incorporation has served its intended purpose of providing Spokane Valley the means to sustain critical public services during the turbulent economic conditions that began in 2008 and only recently subsided. The 2018 budget again reflects a prudent and guarded increase in continuation of service delivery capabilities. These increases are carefully considered and well within the means of the City. Service delivery cannot grow faster than the economic development of the City.

Balanced Budget

Means exactly what it says – operating expenses have been balanced with known or reasonably predictable revenues with no increase in property tax or in sales tax rates for the City. The budget is designed to maintain the healthy, positive fund balance at year-end providing the City’s cash flow needs without costly borrowing. In pursuit of fiscal responsibility, special attention is given to limiting the growth in new programs and financial commitments. This approach allows available resources to be put toward sustaining services consistent with the City Council’s priorities for 2018 and beyond.

Future Concepts

The budget process is not static and Council, the citizens, and staff must collectively remain vigilant in our observance of economic trends that may impact current and future forecasts. We accomplish this by constantly evaluating local, state and national events that may have an impact on our own community and work towards capitalizing on our strengths, minimizing our weaknesses, and being ever watchful towards both threats and opportunities. To the best of our ability we will focus on business retention, expansion and recruitment. Examples of ongoing and future economic development efforts are as follows:

Comprehensive Plan – In 2016 the City updated its Comprehensive Plan and included an economic development element. Contained within this element is a summary of the local economy; an assessment of strengths and weaknesses; and policies, programs and projects to foster economic growth. This plan also included implementation strategies to improve retail, enhance tourism, and grow businesses in the City. Among other things, the plan also streamlined land uses by consolidating many zones and reducing many development requirements. Additionally the plan was also designed to provide flexibility in an effort to encourage market driven growth.

Retail Recruitment – In 2017 the City expanded into the area of Retail Recruitment by contracting with a firm specializing in this type of service. The services we are seeking in this effort include a review of the retail recruitment strategy developed in 2016; conducting a market and retail gap analysis; development of a recruitment plan; identification of a strategic retail prospect list; and ultimately, recruitment of retail on behalf of the City. We have also included money in the 2018 Budget to continue this effort.

WA State Department of Commerce Environmental Permitting Grant – In the latter part of 2016 the City received a \$114,200 grant from the Department of Commerce that with an additional investment of \$55,000 from the City, will result in a streamlined environmental permitting process in the northeast industrial area of our community. This study will complete the environmental permitting requirements for the northeast industrial area, ultimately leading to the development of a Planned Action Ordinance (PAO) that will save industrial developers a minimum of 6 weeks permitting time while providing a predictable path to ensure that adequate infrastructure is in place to serve the expected developments. Completion of the PAO will allow the properties to be marketed as truly “shovel ready.”

Acknowledgments

I would like to acknowledge the citizens, City Council and Staff for a long history of conservative spending and prudent fiscal planning. By saving and conserving the taxpayers' money, and by adopting and adhering to prudent long-term fiscal policies, the City can provide essential services and balance its budget for many years to come.

The City Council continues to set a path to ensure the long-term financial sustainability of the City. The management staff and employees have worked together to develop the Business Plan and 2018 Budget recommendations to achieve the Council's ongoing goal of sustainability.

The Citizens of Spokane Valley should be proud of the strong financial condition of their City. We invite your examination and questions regarding the 2018 Budget.

Respectfully,



Mark Calhoun
City Manager



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TO: City Manager and Members of the City Council

FROM: Chelsie Taylor, Finance Director

SUBJECT: About the 2018 Budget and Budget Development Process

The budget includes the financial planning and legal authority to obligate public funds. Additionally, the budget provides significant policy direction by the City Council to the staff and community. As a result, the City Council, staff and public are involved in establishing the budget for the City of Spokane Valley.

The budget serves four functions:

1. It is a Policy Document

The budget functions as a policy document in that the decisions made within the budget will reflect the general principles or plans that guide the actions taken for the future. As a policy document, the budget makes specific attempts to link desired goals and policy direction to the actual day-to-day activities of the City staff.

2. It is an Operational Guide

The budget of the City reflects its operation. Activities of each City function and organization have been planned, debated, formalized, and described in the following sections. This process will help to maintain an understanding of the various operations of the City and how they relate to each other and to the attainment of the policy issues and goals of the City Council.

3. It is a Link with the General Public

The budget provides a unique opportunity to allow and encourage public review of City operations. The budget describes the activities of the City, the reason or cause for those activities, future implications, and the direct relationship to the citizenry.

4. It is a Legally Required Financial Planning Tool

The budget is a financial planning tool, which has been its most traditional use. In this light, preparing and adopting a budget is a State law requirement of all cities as stated in Title 35A of the Revised Code of Washington (RCW). The budget must be adopted as a balanced budget and must be in place prior to the beginning of the City's fiscal year. The budget is the legal authority to expend public monies and controls those expenditures by limiting the amount of the appropriation at the fund level. The revenues of the City are estimated, along with available cash carry-forward, to indicate funds available. The budget takes into account unforeseen contingencies and provides for the need for periodic adjustments.

2018 BUDGET DEVELOPMENT PROCESS

Historically the City has utilized a budgeting approach that assumed for most functions of government that the current year's budget was indicative of the base required for the following year. However, with the volatility that was seen in the economy with the Great Recession, the City moved to a Budget development process that consciously reviews service levels in each department and determines the appropriate level of funding that meets Council goals relative to available resources.

The 2018 Budget development process began at the February 14, 2017 Council workshop where among other topics, Council and staff discussed the budget in general terms. In mid-April 2017 the Finance Department notified City Departments that their 2018 revenue and expenditure estimates were due by mid-May. Through the balance of May and early June, the City Manager's office and Finance Department worked to prepare budget worksheets that were communicated to the City Council at a Budget workshop held June 13, 2017. Following the workshop, the Finance Department continued work on the budget including refinements of revenue and expenditure estimates and through July and August, the Finance Department and City Manager reviewed updated budget projections.

By the time the 2018 Budget is scheduled to be adopted on November 14, 2017, the Council will have had an opportunity to discuss it on eight separate occasions, including three public hearings to gather input from citizens:

June 13	Council budget workshop
August 22	Admin report: Estimated 2018 revenues and expenditures
September 12	<u>Public hearing #1</u> on 2018 revenues and expenditures
September 26	City Manager's presentation of preliminary 2018 Budget
October 10	<u>Public hearing #2</u> on 2018 Budget
October 24	First reading on ordinance adopting the 2018 Budget
November 14	<u>Public hearing #3</u> on the 2018 Budget
November 14	Second reading on ordinance adopting the 2018 Budget

Once adopted, the final operating budget is published, distributed, and made available to the public.

After the budget is adopted, the City enters a budget implementation and monitoring stage. Throughout the year, expenditures are monitored by the Finance Department and department directors to ensure that actual expenditures are in compliance with the approved budget. The Finance Department provides the City Manager and City Council with monthly reports to keep them abreast of the City's financial condition and individual department compliance with approved appropriation levels. Any budget amendments made during the year are adopted by City Council ordinance following a public hearing.

The City Manager is authorized to transfer budgeted amounts within a fund; however, any revisions that alter the total expenditures of a fund, or that affect the number of authorized employee positions, salary ranges or other conditions of employment must be approved by the City Council.

When the City Council determines that it is in the best interest of the City to increase or decrease the appropriation for a particular fund, it may do so by ordinance adopted by Council after holding one public hearing.

BUDGET PRINCIPLES

- Department directors have primary responsibility for formulating budget proposals in line with City Council and City Manager priority direction, and for implementing them once they are approved.

- The Finance Department is responsible for coordinating the overall preparation and administration of the City's budget. This function is fulfilled in compliance with applicable State of Washington statutes governing local government budgeting practices.
- The Finance Department assists department staff in identifying budget problems, formulating solutions and alternatives, and implementing any necessary corrective actions.
- Interfund charges will be based on recovery of costs associated with providing those services.
- Budget amendments requiring City Council approval will occur through the ordinance process at the fund level prior to fiscal year end.
- The City's budget presentation will be directed at displaying the City's services plan in a Council/constituent friendly format.
- No long term debt will be incurred without identification of a revenue source to repay the debt. Long term debt will be incurred for capital purposes only.
- The City will strive to maintain equipment replacement funds in an amount necessary to replace the equipment at the end of its useful life. Life cycle assumptions and required contributions will be reviewed annually as part of the budget process. New operations in difficult economic times may make it difficult to fund this principle in some years.
- The City will pursue an ending general fund balance at a level of no less than 50% of recurring expenditures. This figure is based upon an evaluation of both cash flow and operating needs.

BASIS OF ACCOUNTING AND BUDGETING

Accounting

Accounting records for the City are maintained in accordance with methods prescribed by the State Auditor under the authority of the Revised Code of Washington (RCW), Chapter 43.09.20, and in compliance with generally accepted accounting principles as set forth by the Governmental Accounting Standards Board.

Basis of Presentation - Fund Accounting

The accounts of the City of Spokane Valley are organized on the basis of funds, each of which is considered a separate accounting entity. Each fund is accounted for with a separate set of double-entry accounts that comprise its assets, liabilities, fund equity, revenues and expenditures or expenses, as appropriate. The City's resources are allocated to and accounted for in individual funds depending on their intended purpose. The following are the fund types used by the City of Spokane Valley:

Governmental Fund Types

Governmental funds are used to account for activities typically associated with state and local government operations. All governmental fund types are accounted for on a spending or "financial flows" measurement focus, which means that typically only current assets and current liabilities are included on related balance sheets. The operating statements of governmental funds measure changes in financial position, rather than net income. They present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets. There are four governmental fund types used by the City of Spokane Valley:

1. General Fund

This fund is the primary fund of the City of Spokane Valley. It accounts for all financial resources except those required or elected to be accounted for in another fund.

2. Special Revenue Funds

These funds account for revenues that are legally restricted or designated to finance particular activities of the City of Spokane Valley. Special Revenue funds include:

- #101 – Street Fund
- #103 – Paths & Trails Fund
- #104 – Hotel / Motel Tax – Tourism Facilities Fund
- #105 – Hotel / Motel Tax Fund
- #106 – Solid Waste Fund
- #107 – PEG Fund
- #120 – CenterPlace Operating Reserve Fund
- #121 – Service Level Stabilization Reserve Fund
- #122 – Winter Weather Reserve Fund

3. Debt Service Funds

These funds account for financial resources which are designated for the retirement of debt. Debt Service Funds are comprised of the #204 – LTGO Debt Service Fund.

4. Capital Project Funds

These funds account for financial resources, which are designated for the acquisition or construction of general government capital projects. Capital Project Funds include:

- #301 – REET 1 Capital Projects Fund
- #302 – REET 2 Capital Projects Fund
- #303 – Streets Capital Projects Fund
- #309 – Parks Capital Projects Fund
- #310 – Civic Facilities Capital Projects Fund
- #311 – Pavement Preservation Fund
- #312 – Capital Reserve Fund
- #313 – City Hall Construction Fund
- #314 – Railroad Grade Separation Projects Fund

Proprietary Fund Types

A second type of fund classification is the Proprietary Funds that are used to account for activities similar to those found in the private sector where the intent of the governing body is to finance the full cost of providing services based on the commercial model which uses a flow of economic resources approach. Under this approach, the operating statements for the proprietary funds focus on a measurement of net income (revenues and expenses) and both current and non-current assets and liabilities are reported on related balance sheets. Their reported fund equity (total net assets) is segregated into restricted, unrestricted and invested in capital assets classifications. As described below, there are two generic fund types in this category:

1. Enterprise Funds

These funds account for operations that provide goods or services to the general public and are supported primarily by user charges. This type of fund includes:

- #402 – Stormwater Management Fund
- #403 – Aquifer Protection Area Fund

2. Internal Service Funds

These funds account for operations that provide goods or services to other departments or funds of the City. This type of fund includes:

- #501 – Equipment Rental and Replacement Fund
- #502 – Risk Management Fund

Basis of Accounting

Basis of accounting refers to when revenues and expenditures are recognized, recorded in the accounting system and ultimately reported in the financial statements.

- Modified Accrual Basis of Accounting is used for all governmental funds. Modified accrual recognizes revenues when they become both measurable and available to finance expenditures of the current period.
- Accrual Basis of Accounting is used for enterprise and internal service funds. Under this system revenues and expenses are recognized in the period incurred rather than when cash is either received or disbursed.

Budgets and Budgetary Accounting

Annual appropriation budgets are adopted for all funds with Governmental Funds utilizing a modified cash basis of accounting for budget purposes and Proprietary Funds utilizing a working capital approach.

Budgets are adopted at the fund level that constitutes the legal authority for expenditures, and annual appropriations for all funds lapse at the end of the fiscal period.

EXPLANATION OF MAJOR REVENUE SOURCES

General Fund #001

• Property Tax

Property taxes play an essential role in the finances of the municipal budget. State law limits the City to a \$3.60 levy per \$1,000 assessed valuation, deducting from there the levy of up to \$1.50 by the Spokane County Fire Districts #1 and #8, along with deducting up to \$0.50 for the Library District, which leaves the City with the authority to levy up to \$1.60 for its own purposes. The levy amount must be established by ordinance by November 30th prior to the levy year.

• Retail Sales and Use Tax

The sales tax rate for retail sales transacted within the boundaries of the City of Spokane Valley is 8.8%. The tax that is paid by a purchaser at the point of sale is remitted by the vendor to the Washington Department of Revenue who then remits the taxes back to the various agencies that have imposed the tax. The allocation of the 8.8% tax rate to the agencies is as follows:

State of Washington	6.50%	
City of Spokane Valley	0.85%	
Spokane County	0.15%	
Criminal Justice	0.10%	
Spokane Public Facilities District	0.10% *	} 2.30% local tax
Public Safety	0.10% *	
Juvenile Jail	0.10% *	
Mental Health	0.10% *	
Law Enforcement Communications	0.10% *	
Spokane Transit Authority	0.70% *	
	<u>8.80%</u>	

* Indicates voter approved sales taxes.

- Criminal Justice Sales Tax
Local Sales Tax for Criminal Justice funding is to be used solely for criminal justice purposes, such as the City's law enforcement contract. This tax is authorized at 1/10 of 1% of retail sales transacted in the County. Of the total amount collected, the State distributes 10% of the receipts to Spokane County, with the remainder allocated on a per capita basis to the County and cities within the County.
- Public Safety Sales Tax
Beginning in 2005, an additional 0.1% voter approved increase in sales tax was devoted to public safety purposes. This 0.1% was approved by the voters again in August 2009. Of the total amount collected, the State distributes 60% of the receipts to Spokane County, with the remainder allocated on a per capita basis to the cities within the County.
- Gambling Tax
Gambling tax revenues must be spent primarily on law enforcement purposes pertaining to gambling. Funds remaining after necessary expenditures for such enforcement purposes may be used for any general government purpose. Gambling taxes are to be paid quarterly to the City, no later than the last day of January, April, July and October. The City imposes a tax on the following forms of gambling at the following rates: Bingo (5% gross, less prizes); Raffles (5% gross, less prizes); Punchboards and Pull tabs (5% gross, less prizes); Amusement Games (2% gross, less prizes); Card playing (6% gross).
- Leasehold Excise Tax
Taxes on property owned by state or local governments and leased to private parties (City's share).
- Franchise Fees
Cable TV is the only franchise fee levied in the City at a rate of 5% of gross revenues. This is a fee levied on private utilities for the right to use city streets, alleys, and other public properties.

- State-Shared Revenues
State-shared revenues are received from liquor sales, marijuana revenues, and motor vehicle excise taxes. These taxes are collected by the State of Washington and shared with local governments based on population. State-shared revenues are distributed on either a monthly or quarterly basis, although not all quarterly revenues are distributed in the same month of the quarter. The 2017 population figure used in the 2018 Budget is 94,890 as reported by the Office of Financial Management for Washington State on April 1, 2017. This figure is important when determining distribution of State shared revenues on a per capita basis.
- Fines and Forfeitures / Public Safety
Fines and penalties are collected as a result of Municipal Court rulings, false alarm fees, and other miscellaneous rule infractions. All court fines and penalties are shared with the State, with the City, on average, retaining less than 50% of the amount collected.
- Community Development
Community Development revenues are largely composed of fees for building permits, plan reviews, and right-of-way permits.
- Recreation Program Fees
The Parks and Recreation Department charges fees for selected recreation programs. These fees offset direct costs related to providing the program.
- CenterPlace Fees
The Parks and Recreation Department charges fees for use of CenterPlace. Uses include regional meetings, weddings, receptions and banquets. Rental rooms include classrooms, the great room and dining rooms.
- Investment Interest
The City earns investment interest on sales tax money held by the State of Washington prior to the distribution of the taxes to the City, as well as on City initiated investments.

Street Fund #101

- Motor Vehicle Fuel Excise Tax (gas tax)
The State of Washington collects a \$0.494 per gallon motor vehicle fuel tax at the pump. Of this amount, the State remits a portion of the tax back to cities on a per capita basis. For 2017 the Municipal Research and Services Center estimates the distribution back to cities will be \$21.76 per person. Based upon a City of Spokane Valley population of 94,890 (per the Washington State Office of Financial Management on April 1, 2017) we anticipate the City will collect \$2,061,100 in 2018. RCW 47.30.050 specifies that 0.42% of this tax must be expended for paths and trails activities and based upon the 2018 revenue estimate this computes to \$8,700. The balance of \$2,052,400 will be credited to Fund #101 for street maintenance and operations.

- **Telephone Utility Tax**

The City of Spokane Valley levied a 6% telephone utility tax via Ordinance #08-014 with collections beginning in 2009. Telephone companies providing this service pay the tax to the City monthly. Telephone tax has been estimated at \$1.9 million for 2018.

Paths & Trails Fund #103

Cities are required to spend 0.42% of the motor vehicle fuel tax receipts on paths and trails (please see the explanation for Street Fund #101) which we anticipate will be \$8,700 in 2018. Because the amount collected in any given year is relatively small, it is typical to accumulate State distributions for several years until adequate dollars are available for a project.

Hotel / Motel Tax – Tourism Facilities Fund #104

The City imposes a 1.3% tax under RCW 67.28.181 on all charges made for the furnishing of lodging at hotels, motels, and similar establishments (including bed and breakfasts and RV parks) for a continuous period of less than one month. The revenues generated by this tax may only be used for capital expenditures for acquiring, constructing, making improvements to or other related capital expenditures for large sporting venues, or venues for tourism-related facilities. This tax is estimated to generate \$377,000 in 2018.

Hotel / Motel Tax Fund #105

The City imposes a 2% tax under RCW 67.28.180 on all charges made for the furnishing of lodging at hotels, motels, and similar establishments (including bed and breakfasts and RV parks) for a continuous period of less than one month. The tax is taken as a credit against the 6.5% state sales tax, so that the total tax that a patron pays in retail sales tax and hotel/motel tax combined is equal to the retail sales tax in the jurisdiction. The revenues generated by this tax may be used solely for paying for tourism promotion and for the acquisition and/or operation of tourism-related facilities. This tax is estimated to generate \$580,000 in 2018.

Solid Waste Fund #106

Under the City's contract for solid waste transfer, transport and disposal services with Sunshine Recyclers, Inc., Sunshine pays an annual contract administrative fee of \$125,000 to the City. Also, under the City's contract for solid waste collection services with Waste Management of Washington, Inc., Waste Management pays an administrative fee of 1% of gross receipts. These fees are used by the City to offset contract administrative costs and solid waste management within the City, including solid waste public educational efforts.

PEG Fund #107

Under the City's cable franchise, the franchise grantee remits to the City in a capital contribution in support of Public Education Government (PEG) capital requirements an amount equal to \$0.35 per subscriber per month to be paid to the City on a quarterly basis for the life of the franchise. Capital contributions collected under this agreement are allocated to PEG capital uses exclusively. PEG capital uses include, in part, the set-up of equipment in the City Council Chambers that allows Spokane Valley to broadcast Council meetings both live and through subsequent reviews via digital recordings available on the City's website.

LTGO Debt Service Fund #204

This fund is used to account for the accumulation of resources for, and the payment of limited tax general obligation (LTGO) bonds also referred to as councilmanic or non-voted bonds. When LTGO bonds are issued the City irrevocably pledges the full faith, credit and resources necessary to make timely payments of principal and interest, within constitutional and statutory limitations pertaining to non-voted general obligations.

In 2003 the City issued \$9,430,000 in limited tax general obligation (LTGO) bonds the proceeds of which were used to finance both the construction of CenterPlace and road and street improvements surrounding the facility. In 2014 the City refunded the LTGO bonds in order to take advantage of lower interest rates which resulted in a reduction in subsequent annual bond repayment (much like refinancing a home mortgage). At the completion of the bond refunding there remained \$7,035,000 of LTGO bonds. Of this total:

- \$5,650,000 remained on the original debt used towards the construction of CenterPlace. These bonds will be paid off in annual installments over the 20-year period ending December 1, 2033. Annual debt service payments on these bonds are provided by the Spokane Public Facilities District. At January 1, 2018, the outstanding balance on this portion of the bond issue will be \$4,875,000.
- \$1,385,000 remained on the original debt used towards the road and street improvements. These bonds will be paid off in annual installments over the 10-year period ending December 1, 2023. Annual debt service payments on these bonds are provided by equal distributions from the 1st and 2nd quarter percent real estate excise tax. At January 1, 2018, the outstanding balance on this portion of the bond issue will be \$865,000.

In 2016 the City issued \$7,275,000 in LTGO bonds, the proceeds of which were used to finance the construction of a new City Hall building along with \$6.3 million of City cash that has been set aside for this purpose. These bonds will be paid off in annual installments over the 30-year period ending December 1, 2045. Annual debt service payments on these bonds are provided by transfers in from the General Fund. At January 1, 2018, the outstanding balance on the bond issue will be \$7,050,000.

REET 1 Capital Projects Fund #301

Under Washington State Law, RCW 82.46.010, the City is allowed to impose an excise tax on each sale of real property at the rate of one-quarter of one percent of the selling price. The revenue generated is used for financing capital projects as specified in the capital facilities plan under the Growth Management Act.

REET 2 Capital Projects Fund #302

Under Washington State Law, RCW 82.46.010, the City is allowed to impose an additional excise tax on each sale of real property at the rate of one-quarter of one percent of the selling price. The revenue generated is used for financing public works capital projects as specified in the capital facilities plan under the Growth Management Act.

Stormwater Management Fund #402

A stormwater fee is imposed upon every developed parcel within the City, which is an annual charge of \$21 for each single family unit and \$21 per 3,160 square feet of impervious surface for all other properties. These charges are uniform for the same class of customers and service facilities. These fees are estimated to generate \$1,870,000 in 2018.

Aquifer Protection Area (APA) Fund #403

These are voter approved fees, the proceeds of which are applied to aquifer protection related capital construction projects. Fees are collected by Spokane County and remitted to the City twice each year. These fees are estimated to generate \$460,000 in 2018. Fees include:

- An annual fee of \$15 per household for the withdrawal of water from properties within the APA.
- An annual fee of \$15 per household for on-site sewage disposal by properties within the APA.
- For commercial properties an annual fee ranging from \$15 to \$960 depending upon water meter size.

Interfund Transfers

Many funds receive a portion of their revenues from other funds in the form of an interfund transfer. These transfers typically represent payments for either services rendered by one fund for another or a concentration of revenues for a specific project or purpose. The following interfund transfers are planned for 2018:

		Out:									Total In
		001	101	105	106	301	302	312	313	402	
In:	001	0	39,700	30,000	40,425	0	0	0	0	13,400	123,525
	204	399,350	0	0	0	82,000	82,000	0	0	0	563,350
	303	0	0	0	0	1,048,852	1,003,544	115,000	0	0	2,167,396
	309	560,000	0	0	0	0	0	324,100	0	0	884,100
	311	962,700	67,342	0	0	685,329	685,329	0	0	0	2,400,700
	312	1,000,000	0	0	0	0	0	0	74,960	0	1,074,960
	501	36,600	0	0	0	0	0	0	0	0	36,600
	502	370,000	0	0	0	0	0	0	0	0	370,000
											7,620,631 Total in
Total Out		3,328,650	107,042	30,000	40,425	1,816,181	1,770,873	439,100	74,960	13,400	7,620,631 Total out
											0

#001 – General Fund is budgeted to transfer out \$3,328,650 including:

- \$399,350 to Fund #204 – LTGO Debt Service Fund for bond payments on the 2016 LTGO Bonds for the City Hall construction.
- \$560,000 to Fund #309 – Park Capital Projects Fund for park related projects, including \$200,000 for phase 1 of creating an outdoor venue at CenterPlace and \$200,000 for a pathway and lighting at Browns Park.
- \$962,700 to Fund #311 – Pavement Preservation Fund for pavement preservation projects.
- \$1,000,000 to Fund #312 – Capital Reserve Fund for various future capital projects.
- \$36,600 to Fund #501 – Equipment Rental and Replacement Fund to fund a CenterPlace kitchen equipment replacement reserve.
- \$370,000 to Fund #502 – Risk Management Fund for the 2018 property and liability insurance premium.

#101 – Street Fund is budgeted to transfer out \$107,042 including:

- \$39,700 to Fund #001 – General Fund to cover administrative costs.
- \$67,342 to Fund #311 – Pavement Preservation Fund for pavement preservation projects.

#105 – Hotel / Motel Tax Fund is budgeted to transfer \$30,000 to Fund #001 – General Fund for the purpose of financing advertising at CenterPlace.

#106 – Solid Waste Fund is budgeted to transfer \$40,425 to Fund #001 under a 5-year plan to reimburse the General Fund for expenditures made during 2013 and 2014 for the solid waste program.

#301 – REET 1 Capital Projects Fund is budgeted to transfer out \$1,816,181 including:

- \$82,000 to Fund #204 – LTGO Debt Service Fund to pay a portion of the annual payment on the 2014 LTGO bonds.
- \$1,048,852 to Fund #303 – Street Capital Projects Fund that will be applied towards grant matches for street construction projects.
- \$685,329 to Fund #311 – Pavement Preservation Fund for pavement preservation projects.

#302 – REET 2 Capital Projects Fund is budgeted to transfer out \$1,770,873 including:

- \$82,000 to Fund #204 – LTGO Debt Service Fund to pay a portion of the annual payment on the 2014 LTGO bonds.
- \$1,003,544 to Fund #303 – Street Capital Projects Fund that will be applied towards grant matches for street construction projects.
- \$685,329 to Fund #311 – Pavement Preservation Fund for pavement preservation projects.

#312 – Capital Reserve Fund is budgeted to transfer out \$439,100 including:

- \$115,000 to Fund #303 – Street Capital Projects Fund that will be applied towards City funded street construction projects.
- \$324,050 to Fund #309 – Parks Capital Projects Fund that will be applied towards the Sullivan to Corbin and Evergreen to Sullivan segments of the Appleway Trail.

#313 – City Hall Construction Fund is budgeted to transfer \$74,960 to Fund #312 – Capital Reserve Fund representing accumulated interest earnings on City funds that were not used on construction of the new City Hall building. Proceeds from the 2016 LTGO Bonds and accumulated interest on those proceeds were used prior to using City funds for construction.

#402 – Stormwater Fund is budgeted to transfer \$13,400 to Fund #001 – General Fund to cover administrative costs.

SIGNIFICANT ASSUMPTIONS IN THE 2018 BUDGET

Budget Summary for All Funds

- Based upon funding levels anticipated in the 2018 budget, City staff will strive to maintain adequate levels of service.
- Appropriations for all City Funds will total \$77.4 million including \$21.5 million in capital expenditures, comprised in-part of:
 - \$11.2 million in Fund #303 Street Capital Projects.
 - \$2.4 million in Fund #309 Park Capital Projects.
 - \$4.0 million in Fund #311 Pavement Preservation projects.
 - \$2.9 million in Fund #314 Railroad Grade Separation Projects.
 - \$400,000 in Fund #402 Stormwater Management projects.
 - \$400,000 in Fund #403 Aquifer Protection Area projects.
- To partially offset the \$21.5 million in capital costs, we anticipate \$15.2 million in grant revenues which results in 70.41% of capital expenditures being covered with State and Federal money.
- Budgets will be adopted across 24 separate funds.

- The full time equivalent of employee (FTE) count will be 89.25 employees compared to 88.4 in the prior year as a result the reduction of 0.65 with the City's reorganization in April 2017, an increase of 0.50 for the addition of a part-time attorney position, and an increase of 1 due to one limited term position being converted to regular full time in the Capital Projects Fund #303.
 - See the City Manager's budget message for further details on FTE count for the City.
- The 2018 Budget reflects the fourth consecutive year the City will set aside City monies in an amount equivalent to 6% of General Fund recurring expenditures for pavement preservation in Fund #311 – Pavement Preservation. This 6% equals \$2,400,700.
- Positions and salary ranges are based on the City's compensation and classification plan.
- Payroll tax and benefit amounts are based on staff benefit plans.
- Contract costs for public safety, park maintenance, aquatics and street maintenance are based on estimates by City staff.
- The City is setting money aside in Fund #501 – Equipment Rental and Replacement for the eventual replacement of its vehicles as well as a reserve to replace equipment in the kitchen at CenterPlace.

2018 General Fund Revenues

- Total recurring 2018 revenues are estimated at \$43,007,600 as compared to \$41,462,500 in 2017. This is an increase of \$1,545,100 or 3.73%.
- The two largest sources of revenue continue to be Sales Tax and Property Tax which are collectively estimated to account for 82.27% of 2018 General Fund recurring revenues.
- The 2018 general sales tax estimate (excluding criminal justice and public safety sales taxes) is reflective of 2017 receipts to date and are currently estimated at \$20.9 million which reflects an increase of \$1,029,800 or 5.19% over the 2017 estimate.
- The Property Tax levy does not include the potential annual increase allowed by Initiative #747 which was approved by the voters in November 2001 and the subsequent action by the State Legislature in November 2007.
 - The 2018 levy is estimated at \$11,796,100.
 - The levy assumes we start with the 2017 levy of \$11,646,122, forgo the potential annual increase allowed by State law, and finally add taxes related to new construction which we estimate to be \$150,000.
- Franchise fees and business registrations are primarily based on projected receipts in 2017.
- State shared revenues are based upon a combination of historical collections including 2017 collections through July, and per capita distribution figures reported by the Municipal Research and Services Center.
- Fines and forfeitures are estimated by Spokane Valley and based on historical collections.
- Building permit and land use fees are estimated by Spokane Valley and based on historic collections.

2018 General Fund Expenditures

- Total 2018 recurring expenditures are budgeted at \$40,891,379 as compared to \$40,163,702 in 2017. This is an increase of \$727,677 or 1.81%.
- The City commitment of 6% of recurring General Fund expenditures to pavement preservation equals \$2,400,700 and is computed by multiplying total recurring expenditures prior to adding the pavement preservation element ($\$2,400,700 / \$40,891,379 = 6\%$). The \$2,400,700 that is transferred to Pavement Preservation Fund #311 is comprised of the following:
 - \$962,700 from General Fund #001
 - \$67,342 from Street Fund #101

- \$685,329 from REET 1 Capital Projects Fund #301
- \$685,329 from REET 2 Capital Projects Fund #302
- 2018 Nonrecurring expenditures total \$1,734,509 and include:
 - \$115,000 for Information Technology expenditures including:
 - \$60,000 for upgrades to networking equipment that is reaching storage capacity
 - \$50,000 for upgrades to the audio/visual equipment in the Auditorium at CenterPlace
 - \$5,000 for capital software licenses
 - \$4,809 for furniture for a part-time attorney
 - \$100,000 for a full facility generator at the police precinct
 - \$11,700 for Q-Alert software to handle citizen requests and concerns
 - \$50,000 for replacement of flooring in the Great Room and Dining Room at CenterPlace
 - \$3,000 to reseal two of the bathroom floors at CenterPlace
 - \$200,000 transfer out to the Parks Capital Projects Fund #309 to complete the first phase of upgrades at CenterPlace to create an outdoor venue for events
 - \$200,000 transfer out to the Parks Capital Projects Fund #309 to add a perimeter pathway and lighting to Browns Park
 - \$1,000,000 transfer out to the Capital Reserve Fund #312 for miscellaneous future capital projects
 - \$50,000 for retail recruitment services

General Fund Revenues Over (Under) Expenditures and Fund Balance

- 2018 recurring revenues are anticipated to exceed recurring expenditures by \$2,116,221.
- Total 2018 revenues are anticipated to exceed total expenditures by \$422,137.
- The total unrestricted General Fund ending fund balance is anticipated to be \$25,652,053 at the end of 2018 which is 62.73% of total recurring expenditures of \$40,891,379. Our goal is to maintain an ending fund balance of at least 50.0%.

Highlights of Other Funds

Revenues

- Motor vehicle fuel tax (MVFT) revenue that is collected by the State and remitted to the City is estimated to be \$2,061,100 according to per capita estimates provided by the Municipal Research and Services Center. Of this amount, \$2,052,400 will be credited to the Street O&M Fund and 0.42% or \$8,700 to the Paths and Trails Fund.
- Telephone taxes that are remitted to the City and support Street Fund operations and maintenance are anticipated at \$1,900,000.
- Real estate excise tax (REET) revenue is computed by the City and is primarily used to match grant funded street projects as well as pay a portion of the annual payment on the 2014 general obligation bonds. In 2018 we estimate these revenues to be \$800,000 per each ¼% for a total of \$1,600,000.
- Hotel/Motel tax revenues are computed by the City and are dedicated to the promotion of visitors and tourism. In 2018 we estimate the tax will generate \$957,000, which includes \$580,000 in Fund #105 Hotel / Motel Tax Fund from the 2% tax and \$377,000 in Fund #104 Hotel / Motel Tax – Tourism Facilities Fund from the 1.3% tax that was effective as of July 1, 2015.
- The Stormwater Management Fee is based on an equivalent residential unit (ERU) that is equal to 3,160 square feet of impervious surface that is billed at a rate of \$21 per single family residence and \$21 per ERU for commercial properties (an ERU for a commercial

property is computed as total square feet of impervious surface divided by 3,160). In 2018 we estimate this will fee will generate \$1,870,000.

- The Aquifer Protection Area Fund is expected to generate \$460,000 in fees that are collected on the City's behalf by Spokane County and remitted in two installments during the year.
- Grant revenues that will be applied to a variety of construction projects are estimated at \$15,169,803 in 2018. By fund we anticipate grant revenues as follows:
 - Fund #303 – Street Capital Projects - \$8,919,182
 - Fund #309 – Parks Capital Projects - \$1,693,200
 - Fund #311 – Pavement Preservation - \$2,572,500
 - Fund #314 – Railroad Grade Separation Projects Fund - \$1,919,921
 - Fund #402 – Stormwater Fund - \$65,000

Expenditures

- Fund #101 – Street Fund appropriations include:
 - a \$67,342 transfer to Pavement Preservation Fund #311 for pavement preservation projects
 - \$15,000 for battery backups for intersections
- Fund #301 – REET 1 Capital Projects Fund includes a \$1,816,181 appropriation to cover:
 - a \$82,000 transfer to LTGO Bond Debt Service Fund #204 to pay one-half of the City's annual repayment of the 2014 LTGO Bonds.
 - a \$1,048,852 transfer to Street Capital Projects Fund #303 to partially offset the cost of street construction / reconstruction projects.
 - a \$685,329 transfer to Pavement Preservation Fund #311 for pavement preservation projects
- Fund #302 – REET 2 Capital Projects Fund includes a \$1,770,873 appropriation to cover:
 - a \$82,000 transfer to LTGO Bond Debt Service Fund #204 to pay one-half of the City's annual repayment of the 2014 LTGO Bonds.
 - a \$1,003,544 transfer to Street Capital Projects Fund #303 to partially offset the cost of street construction / reconstruction projects.
 - a \$685,329 transfer to Pavement Preservation Fund #311 for pavement preservation projects
- Fund #303 – Street Capital Projects Fund includes an appropriation of \$11,151,790 for a variety of street construction projects. Included in the projects are the Mission Ave. improvements project for which we are appropriating \$3,625,716 in 2018 and the PCC intersection at Broadway and Argonne/Mullan for which we are appropriating \$2,250,000 in 2018.
- Fund #309 – Parks Capital Projects includes a \$2,441,300 appropriation to cover a variety of City park improvements that will be financed through a combination of a \$560,000 transfer from the General Fund #001, a \$324,100 transfer in from the Capital Reserve Fund #312, and \$1,693,200 in grant proceeds.
- Fund #311 – Pavement Preservation includes \$4,000,000 of pavement preservation projects that will be financed through transfers from other City funds as outlined above under the heading of General Fund Recurring Expenditures.

- Fund #312 – Capital Reserve includes \$115,000 in transfers to Fund #303 – Street Capital Projects that will be applied towards the removal and reconstruction of Euclid Ave. from Flora to Barker in the amount of \$5,000 and towards the installation of bus stops and crosswalks on Indiana Avenue in the amount of \$110,000. It also includes \$324,100 in transfers to Fund #309 – Parks Capital Projects that will be applied toward the Sullivan to Corbin and Evergreen to Sullivan segments of the Appleway Trail.
- Fund #314 – Railroad Grade Separation Projects includes appropriations in the amount of \$2,919,921 which consists of \$1,919,921 towards the design of the Barker Road Grade Separation project and \$1,000,000 towards the design of the Pines Road Grade Separation project.
- Fund #402 – Stormwater Fund includes \$525,000 for nonrecurring expenditures including:
 - \$450,000 for various capital projects
 - \$75,000 for the studies related to the City's Stormwater permit and the watershed
- Fund #403 – Aquifer Protection Area Fund includes a \$400,000 appropriation to various capital projects.



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CITY OF SPOKANE VALLEY, WA
2018 Budget Summary

Annual Appropriation Funds	Fund No.	Estimated Beginning Fund Balance	Revenues	Total Sources	Appropriations	Estimated Ending Fund Balance
General Fund	001	25,229,916	43,048,025	68,277,941	42,625,888	25,627,053
Street Fund	101	862,428	4,172,200	5,034,628	4,602,291	432,337
Paths & Trails Fund	103	45,984	8,700	54,684	0	54,684
Hotel/Motel Tax - Tourism Facilities Fund	104	1,198,232	378,500	1,576,732	0	1,576,732
Hotel/Motel Tax Fund	105	166,290	581,000	747,290	602,000	145,290
Solid Waste	106	79,122	225,000	304,122	225,000	79,122
PEG Fund	107	57,841	79,000	136,841	71,200	65,641
CenterPlace Operating Reserve Fund	120	300,000	0	300,000	0	300,000
Service Level Stabilization Fund	121	5,505,325	0	5,505,325	0	5,505,325
Winter Weather Reserve Fund	122	501,435	3,500	504,935	500,000	4,935
LTGO Bond Debt Service Fund	204	78,333	977,400	1,055,733	977,400	78,333
REET 1 Capital Projects Fund	301	1,497,101	807,500	2,304,601	1,816,181	488,420
REET 2 Capital Projects Fund	302	1,365,041	808,000	2,173,041	1,770,873	402,168
Street Capital Projects	303	75,566	11,151,790	11,227,356	11,151,790	75,566
Park Capital Projects Fund	309	144,714	2,577,300	2,722,014	2,441,300	280,714
Civic Facilities Capital Projects Fund	310	842,159	5,900	848,059	0	848,059
Pavement Preservation Fund	311	2,585,864	4,973,200	7,559,064	4,058,600	3,500,464
Capital Reserve Fund	312	4,033,559	1,090,960	5,124,519	439,100	4,685,419
City Hall Construction Fund	313	74,960	0	74,960	74,960	0
Railroad Grade Separation Projects Fund	314	1,050,000	1,919,921	2,969,921	2,919,921	50,000
		45,693,870	72,807,896	118,501,766	74,276,504	44,200,262

Working Capital Funds	Fund No.	Estimated Beginning Working Capital	Revenues	Total Sources	Appropriations	Estimated Ending Working Capital
Stormwater Management Fund	402	1,369,944	1,942,500	3,312,444	2,299,089	1,013,355
Aquifer Protection Area Fund	403	880,725	460,000	1,340,725	400,000	940,725
Equipment Rental & Replacement Fund	501	1,088,180	182,529	1,270,709	20,000	1,250,709
Risk Management Fund	502	233,687	370,000	603,687	370,000	233,687
		3,572,536	2,955,029	6,527,565	3,089,089	3,438,476
Total of all Funds		49,266,406	75,762,925	125,029,331	77,365,593	47,638,738

**CITY OF SPOKANE VALLEY, WA
2018 Budget**

11/14/2017

	2017			2018	Difference Between	
	As	Amendment	As	Proposed Budget	2017 and 2018	
	Adopted		Amended		\$	%
#001 - GENERAL FUND						
RECURRING ACTIVITY						
Revenues						
Property Tax	11,614,500	0	11,614,500	11,796,100	181,600	1.56%
Sales Tax	19,852,100	0	19,852,100	20,881,900	1,029,800	5.19%
Sales Tax - Public Safety	919,000	0	919,000	967,800	48,800	5.31%
Sales Tax - Criminal Justice	1,669,000	0	1,669,000	1,738,000	69,000	4.13%
Gambling Tax and Leasehold Excise Tax	341,500	0	341,500	381,000	39,500	11.57%
Franchise Fees/Business Registration	1,200,000	0	1,200,000	1,210,000	10,000	0.83%
State Shared Revenues	2,104,600	0	2,104,600	2,109,600	5,000	0.24%
Fines and Forfeitures/Public Safety	1,361,000	0	1,361,000	1,319,900	(41,100)	(3.02%)
Community and Public Works	0	0	0	1,684,100	1,684,100	0.00%
Community Development	1,449,300	0	1,449,300	0	(1,449,300)	(100.00%)
Recreation Program Revenues	640,900	0	640,900	633,300	(7,600)	(1.19%)
Miscellaneous Department Revenue	94,000	0	94,000	1,000	(93,000)	(98.94%)
Miscellaneous & Investment Interest	133,500	0	133,500	201,800	68,300	51.16%
Transfers in - #101 (street admin)	39,700	0	39,700	39,700	0	0.00%
Transfers in - #105 (h/m tax-CP advertising)	30,000	0	30,000	30,000	0	0.00%
Transfers in - #402 (storm admin)	13,400	0	13,400	13,400	0	0.00%
Total Recurring Revenues	41,462,500	0	41,462,500	43,007,600	1,545,100	3.73%
Expenditures						
City Council	542,872	0	542,872	548,494	5,622	1.04%
City Manager	724,435	0	724,435	956,245	231,810	32.00%
City Attorney	509,694	6,300	515,994	594,752	78,758	15.26%
Public Safety	24,950,372	0	24,950,372	25,464,251	513,879	2.06%
Deputy City Manager	750,277	2,000	752,277	450,663	(301,614)	(40.09%)
Finance / IT	1,282,460	0	1,282,460	1,339,064	56,604	4.41%
Human Resources	262,417	0	262,417	275,387	12,970	4.94%
Public Works	981,932	(60,300)	921,632	0	(921,632)	(100.00%)
City Hall Operations and Maintenance	303,918	0	303,918	306,043	2,125	0.70%
Community & Public Works - Engineering	0	0	0	1,572,947	1,572,947	0.00%
Community & Public Works - Economic Develop	0	0	0	970,642	970,642	0.00%
Community & Public Works - Building & Plannin	0	0	0	2,265,677	2,265,677	0.00%
Community & Economic Dvlpmnt - Admin	282,962	(54,500)	228,462	0	(228,462)	(100.00%)
Community & Economic Dvlpmnt - Econ Dev	683,632	9,200	692,832	0	(692,832)	(100.00%)
Community & Economic Dvlpmnt - Dev Svc	1,418,984	14,400	1,433,384	0	(1,433,384)	(100.00%)
Community & Economic Dvlpmnt - Building	1,390,834	90,900	1,481,734	0	(1,481,734)	(100.00%)
Parks & Rec - Administration	288,964	7,800	296,764	301,083	4,319	1.46%
Parks & Rec - Maintenance	861,350	0	861,350	893,700	32,350	3.76%
Parks & Rec - Recreation	235,995	10,300	246,295	260,574	14,279	5.80%
Parks & Rec - Aquatics	457,350	40,000	497,350	492,900	(4,450)	(0.89%)
Parks & Rec - Senior Center	95,916	0	95,916	98,229	2,313	2.41%
Parks & Rec - CenterPlace	891,458	10,500	901,958	910,468	8,510	0.94%
General Government	1,240,850	0	1,240,850	1,261,610	20,760	1.67%
Transfers out - #204 (2016 LTGO debt service)	397,350	33,280	430,630	399,350	(31,280)	(7.26%)
Transfers out - #309 (park capital projects)	160,000	0	160,000	160,000	0	0.00%
Transfers out - #311 (pavement preservation)	953,200	0	953,200	962,700	9,500	1.00%
Transfers out - #501 (CenterPlace kitchen reserve)	36,600	0	36,600	36,600	0	0.00%
Transfers out - #502 (insurance premium)	350,000	0	350,000	370,000	20,000	5.71%
Total Recurring Expenditures	40,053,822	109,880	40,163,702	40,891,379	727,677	1.81%
Recurring Revenues Over (Under)						
Recurring Expenditures	1,408,678	(109,880)	1,298,798	2,116,221		

**CITY OF SPOKANE VALLEY, WA
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	2017			2018 Proposed Budget	Difference Between 2017 and 2018	
	As Adopted	Amendment	As Amended		\$	%
#001 - GENERAL FUND - continued						
NONRECURRING ACTIVITY						
Revenues						
Grant Proceeds - Dept of Commerce	0	114,200	114,200	0	(114,200)	(100.00%)
Transfers in - #106 (solid waste repayment)	40,425	0	40,425	40,425	0	0.00%
Transfers in - #310 (lease in excess of debt service)	490,500	8,000	498,500	0	(498,500)	(100.00%)
Transfers in - #501 (networking equipment)		77,000	77,000	0	(77,000)	(100.00%)
Miscellaneous (donation)	0	35,000	35,000	0	(35,000)	(100.00%)
Total Nonrecurring Revenues	530,925	234,200	765,125	40,425	(724,700)	(94.72%)
Expenditures						
General Government - IT capital replacements	100,000	77,000	177,000	115,000	(62,000)	(35.03%)
City Attorney (part-time attorney furniture)	0	0	0	4,809	4,809	0.00%
Public Safety (full facility generator)	0	0	0	100,000	100,000	0.00%
Deputy City Manager (Q-Alert software)	0	0	0	11,700	11,700	0.00%
Parks & Rec (Flooring in Great Room & Dining Room)	0	0	0	50,000	50,000	0.00%
Parks & Rec (CP reseal two restroom floors)	0	0	0	3,000	3,000	0.00%
Transfers out - #309 (CP outdoor venue Phase 1)	0	0	0	200,000	200,000	0.00%
Transfers out - #309 (Browns Park lighting & path)	0	0	0	200,000	200,000	0.00%
Transfers out - #312 (misc capital projects)	0	0	0	1,000,000	1,000,000	0.00%
Economic Development (retail recruitment)	50,000	0	50,000	50,000	0	0.00%
City Hall lease payment (2017 final year)	513,100	0	513,100	0	(513,100)	(100.00%)
Economic Development (NE industrial PAO)	0	114,200	114,200	0	(114,200)	(100.00%)
Parks & Rec (pool drain pipe & gutter line repairs)	12,000	0	12,000	0	(12,000)	(100.00%)
Parks & Rec (replace Great Room audio/visual)	345,000	0	345,000	0	(345,000)	(100.00%)
Parks & Rec (replace carpet at CenterPlace)	24,750	0	24,750	0	(24,750)	(100.00%)
Parks & Rec (Browns Park water hookup)	0	10,000	10,000	0	(10,000)	(100.00%)
Parks & Rec (Browns Park electrical hookup)	0	20,000	20,000	0	(20,000)	(100.00%)
Parks & Rec (benches, shade structures, etc.)	0	35,000	35,000	0	(35,000)	(100.00%)
Police Department - CAD / RMS	145,000	0	145,000	0	(145,000)	(100.00%)
Transfers out - #122 (replenish reserve)	0	258,000	258,000	0	(258,000)	(100.00%)
Transfers out - #312 ('15 fund bal > 50%)	0	3,003,929	3,003,929	0	(3,003,929)	(100.00%)
Transfers out - #314 (Pines underpass design)	1,200,000	0	1,200,000	0	(1,200,000)	(100.00%)
Total Nonrecurring Expenditures	2,389,850	3,518,129	5,907,979	1,734,509	(4,173,470)	(70.64%)
Nonrecurring Revenues Over (Under)						
Nonrecurring Expenditures	(1,858,925)	(3,283,929)	(5,142,854)	(1,694,084)		
Excess (Deficit) of Total Revenues						
Over (Under) Total Expenditures	(450,247)	(3,393,809)	(3,844,056)	422,137		
Beginning unrestricted fund balance	29,073,972		29,073,972	25,229,916		
Ending unrestricted fund balance	28,623,725		25,229,916	25,652,053		
Fund balance as a percent of recurring expenditures	71.46%		62.82%	62.73%		

General Fund Summary				
Total revenues	41,993,425	234,200	42,227,625	43,048,025
Total expenditures	42,443,672	3,628,009	46,071,681	42,625,888
Excess (Deficit) of Total Revenues				
Over (Under) Total Expenditures	(450,247)	(3,393,809)	(3,844,056)	422,137
Beginning unrestricted fund balance	29,073,972		29,073,972	25,229,916
Ending unrestricted fund balance	28,623,725		25,229,916	25,652,053

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	2017			2018	Difference Between	
	As	Amendment	As	Proposed Budget	2017 and 2018	
	Adopted		Amended		\$	%
SPECIAL REVENUE FUNDS						
#101 - STREET FUND						
RECURRING ACTIVITY						
Revenues						
Utility Tax	2,200,000	(200,000)	2,000,000	1,900,000	(100,000)	(5.00%)
Motor Vehicle Fuel (Gas) Tax	2,040,300	0	2,040,300	2,052,400	12,100	0.59%
Multimodal Transportation Revenue	98,868	0	98,868	133,800	34,932	35.33%
Right-of-Way Maintenance Fee	50,000	0	50,000	70,000	20,000	40.00%
Investment Interest	4,000	0	4,000	6,000	2,000	50.00%
Miscellaneous	10,000	0	10,000	10,000	0	0.00%
Total Recurring Revenues	4,403,168	(200,000)	4,203,168	4,172,200	(30,968)	(0.74%)
Expenditures						
Wages / Benefits / Payroll Taxes	746,872	8,000	754,872	771,019	16,147	2.14%
Supplies	105,000	0	105,000	112,500	7,500	7.14%
Services & Charges	2,168,151	0	2,168,151	2,141,751	(26,400)	(1.22%)
Snow Operations	468,000	0	468,000	504,800	36,800	7.86%
Intergovernmental Payments	795,000	0	795,000	851,000	56,000	7.04%
Vehicle rentals - #501 (non-plow vehicle rental)	23,250	0	23,250	21,250	(2,000)	(8.60%)
Vehicle rentals - #501 (plow replace.)	77,929	0	77,929	77,929	0	0.00%
Transfers out - #001	39,700	0	39,700	39,700	0	0.00%
Transfers out - #311 (pavement preservation)	67,342	0	67,342	67,342	0	0.00%
Signal Detection Replacement Program	40,000	0	40,000	0	(40,000)	(100.00%)
Traffic Signal Replacement Program	200,000	(200,000)	0	0	0	0.00%
Total Recurring Expenditures	4,731,244	(192,000)	4,539,244	4,587,291	48,047	1.06%
Recurring Revenues Over (Under)						
Recurring Expenditures	(328,076)	(8,000)	(336,076)	(415,091)		
NONRECURRING ACTIVITY						
Revenues						
Miscellaneous	0	0	0	0	0	0.00%
Total Nonrecurring Revenues	0	0	0	0	0	0.00%
Expenditures						
Durable striping at Trent & Argonne	75,000	0	75,000	0	(75,000)	(100.00%)
Spare traffic signal equipment	30,000	0	30,000	0	(30,000)	(100.00%)
Battery backups for intersections	15,000	0	15,000	15,000	0	0.00%
Total Nonrecurring Expenditures	120,000	0	120,000	15,000	(105,000)	(87.50%)
Nonrecurring Revenues Over (Under)						
Nonrecurring Expenditures	(120,000)	0	(120,000)	(15,000)		
Excess (Deficit) of Total Revenues						
Over (Under) Total Expenditures	(448,076)	(8,000)	(456,076)	(430,091)		
Beginning fund balance	1,318,504		1,318,504	862,428		
Ending fund balance	870,428		862,428	432,337		
Street Fund Summary						
Total revenues	4,403,168	(200,000)	4,203,168	4,172,200		
Total expenditures	4,851,244	(192,000)	4,659,244	4,602,291		
Excess (Deficit) of Total Revenues						
Over (Under) Total Expenditures	(448,076)	(8,000)	(456,076)	(430,091)		
Beginning unrestricted fund balance	1,318,504		1,318,504	862,428		
Ending unrestricted fund balance	870,428		862,428	432,337		

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	2017			2018	Difference Between	
	As	Amendment	As	Proposed Budget	2017 and 2018	
	Adopted		Amended		\$	%
<u>SPECIAL REVENUE FUNDS - continued</u>						
<u>#103 - PATHS & TRAILS FUND</u>						
<u>Revenues</u>						
Motor Vehicle Fuel (Gas) Tax	8,600	0	8,600	8,700	100	1.16%
Investment Interest	0	0	0	0	0	0.00%
Total revenues	8,600	0	8,600	8,700	100	1.16%
<u>Expenditures</u>						
Capital Outlay	0	0	0	0	0	0.00%
Total expenditures	0	0	0	0	0	0.00%
Revenues over (under) expenditures	8,600		8,600	8,700		
Beginning fund balance	37,384		37,384	45,984		
Ending fund balance	45,984		45,984	54,684		
<u>#104 - HOTEL / MOTEL TAX - TOURISM FACILITIES FUND</u>						
<u>Revenues</u>						
Hotel/Motel Tax	377,000	0	377,000	377,000	0	0.00%
Investment Interest	0	0	0	1,500	1,500	0.00%
Transfers in - #105	0	250,000	250,000	0	(250,000)	(100.00%)
Total revenues	377,000	250,000	627,000	378,500	(248,500)	(39.63%)
<u>Expenditures</u>						
Capital Outlay	0	0	0	0	0	0.00%
Total expenditures	0	0	0	0	0	0.00%
Revenues over (under) expenditures	377,000		627,000	378,500		
Beginning fund balance	571,232		571,232	1,198,232		
Ending fund balance	948,232		1,198,232	1,576,732		
<u>#105 - HOTEL / MOTEL TAX FUND</u>						
<u>Revenues</u>						
Hotel/Motel Tax	580,000	0	580,000	580,000	0	0.00%
Investment Interest	500	0	500	1,000	500	100.00%
Total revenues	580,500	0	580,500	581,000	500	0.09%
<u>Expenditures</u>						
Transfers out - #001	30,000	0	30,000	30,000	0	0.00%
Transfers out - #104	0	250,000	250,000	0	(250,000)	(100.00%)
Tourism Promotion	604,000	(250,000)	354,000	572,000	218,000	61.58%
Total expenditures	634,000	0	634,000	602,000	(32,000)	(5.05%)
Revenues over (under) expenditures	(53,500)		(53,500)	(21,000)		
Beginning fund balance	219,790		219,790	166,290		
Ending fund balance	166,290		166,290	145,290		
<u>#106 - SOLID WASTE FUND</u>						
<u>Revenues</u>						
Sunshine administrative fee	125,000	0	125,000	225,000	100,000	80.00%
Grant Proceeds	26,800	0	26,800	0	(26,800)	(100.00%)
Total revenues	151,800	0	151,800	225,000	73,200	48.22%
<u>Expenditures</u>						
Education & Contract Administration	111,375	0	111,375	184,575	73,200	65.72%
Transfers out - #001	40,425	0	40,425	40,425	0	0.00%
Total expenditures	151,800	0	151,800	225,000	73,200	48.22%
Revenues over (under) expenditures	0		0	0		
Beginning fund balance	79,122		79,122	79,122		
Ending fund balance	79,122		79,122	79,122		

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	2017			2018	Difference Between	
	As		As	Proposed	2017 and 2018	
	Adopted	Amendment	Amended	Budget	\$	%
SPECIAL REVENUE FUNDS - continued						
#107 - PEG FUND						
<u>Revenues</u>						
Comcast PEG contribution	80,000	0	80,000	79,000	(1,000)	(1.25%)
Investment Interest	0	0	0	0	0	0.00%
Total revenues	80,000	0	80,000	79,000	(1,000)	(1.25%)
<u>Expenditures</u>						
PEG Reimbursement - CMTV	0	0	0	40,200	40,200	0.00%
Capital Outlay	12,500	0	12,500	31,000	18,500	148.00%
New City Hall Council Chambers	250,000	0	250,000	0	(250,000)	(100.00%)
Total expenditures	262,500	0	262,500	71,200	(191,300)	(72.88%)
Revenues over (under) expenditures	(182,500)		(182,500)	7,800		
Beginning fund balance	240,341		240,341	57,841		
Ending fund balance	57,841		57,841	65,641		
#120 - CENTER PLACE OPERATING RESERVE FUND						
<u>Revenues</u>						
Investment Interest	0	0	0	0	0	0.00%
Miscellaneous	0	0	0	0	0	0.00%
Total revenues	0	0	0	0	0	0.00%
<u>Expenditures</u>						
Operations	0	0	0	0	0	0.00%
Total expenditures	0	0	0	0	0	0.00%
Revenues over (under) expenditures	0		0	0		
Beginning fund balance	300,000		300,000	300,000		
Ending fund balance	300,000		300,000	300,000		
#121 - SERVICE LEVEL STABILIZATION RESERVE FUND						
<u>Revenues</u>						
Investment Interest	21,900	0	21,900	0	(21,900)	(100.00%)
Miscellaneous	0	0	0	0	0	0.00%
Total revenues	21,900	0	21,900	0	(21,900)	(100.00%)
<u>Expenditures</u>						
Operations	0	0	0	0	0	0.00%
Total expenditures	0	0	0	0	0	0.00%
Revenues over (under) expenditures	21,900		21,900	0		
Beginning fund balance	5,483,425		5,483,425	5,505,325		
Ending fund balance	5,505,325		5,505,325	5,505,325		
#122 - WINTER WEATHER RESERVE FUND						
<u>Revenues</u>						
Investment Interest	600	0	600	3,500	2,900	483.33%
Transfers in - #001	0	258,000	258,000	0	(258,000)	(100.00%)
Subtotal revenues	600	258,000	258,600	3,500	(255,100)	(98.65%)
<u>Expenditures</u>						
Street maintenance expenditures	500,000	0	500,000	500,000	0	0.00%
Total expenditures	500,000	0	500,000	500,000	0	0.00%
Revenues over (under) expenditures	(499,400)		(241,400)	(496,500)		
Beginning fund balance	242,835		242,835	501,435		
Ending fund balance	(256,565)		1,435	4,935		

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	2017			2018	Difference Between	
	As	Amendment	As	Proposed Budget	2017 and 2018	
	Adopted		Amended		\$	%
DEBT SERVICE FUNDS						
#204 - LTGO BOND DEBT SERVICE FUND						
<u>Revenues</u>						
Spokane Public Facilities District	379,750	0	379,750	414,050	34,300	9.03%
Transfers in - #001	397,350	33,280	430,630	399,350	(31,280)	(7.26%)
Transfers in - #301	79,426	24,085	103,511	82,000	(21,511)	(20.78%)
Transfers in - #302	79,425	24,085	103,510	82,000	(21,510)	(20.78%)
Total revenues	935,951	81,450	1,017,401	977,400	(40,001)	(3.93%)
<u>Expenditures</u>						
Debt Service Payments - CenterPlace	379,750	2,858	382,608	414,050	31,442	8.22%
Debt Service Payments - Roads	162,900	92	162,992	164,000	1,008	0.62%
2016 LTGO Bond Principal & Interest	397,350	167	397,517	399,350	1,833	0.46%
Total expenditures	940,000	3,117	943,117	977,400	34,283	3.64%
Revenues over (under) expenditures	(4,049)		74,284	0		
Beginning fund balance	4,049		4,049	78,333		
Ending fund balance	0		78,333	78,333		

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	2017			2018	Difference Between	
	As	Amendment	As	Proposed Budget	2017 and 2018	
	Adopted		Amended		\$	%
CAPITAL PROJECTS FUNDS						
#301 - REET 1 CAPITAL PROJECTS FUND						
Revenues						
REET 1 - Taxes	800,000	200,000	1,000,000	800,000	(200,000)	(20.00%)
Investment Interest	1,700	0	1,700	7,500	5,800	341.18%
Total revenues	801,700	200,000	1,001,700	807,500	(194,200)	(19.39%)
Expenditures						
Transfers out - #204	79,426	24,085	103,511	82,000	(21,511)	(20.78%)
Transfers out - #303	437,002	0	437,002	1,048,852	611,850	140.01%
Transfers out - #311 (pavement preservation)	660,479	0	660,479	685,329	24,850	3.76%
Transfers out - #314 (Barker Grade Separation)	280,079	(230,079)	50,000	0	(50,000)	(100.00%)
Total expenditures	1,456,986	(205,994)	1,250,992	1,816,181	565,189	45.18%
Revenues over (under) expenditures	(655,286)		(249,292)	(1,008,681)		
Beginning fund balance	1,746,393		1,746,393	1,497,101		
Ending fund balance	1,091,107		1,497,101	488,420		
#302 - REET 2 CAPITAL PROJECTS FUND						
Revenues						
REET 2 - Taxes	800,000	200,000	1,000,000	800,000	(200,000)	(20.00%)
Investment Interest	1,700	0	1,700	8,000	6,300	370.59%
Total revenues	801,700	200,000	1,001,700	808,000	(193,700)	(19.34%)
Expenditures						
Transfers out - #204	79,425	24,085	103,510	82,000	(21,510)	(20.78%)
Transfers out - #303	1,173,230	0	1,173,230	1,003,544	(169,686)	(14.46%)
Transfers out - #311 (pavement preservation)	660,479	0	660,479	685,329	24,850	3.76%
Total expenditures	1,913,134	24,085	1,937,219	1,770,873	(166,346)	(8.59%)
Revenues over (under) expenditures	(1,111,434)		(935,519)	(962,873)		
Beginning fund balance	2,300,560		2,300,560	1,365,041		
Ending fund balance	1,189,126		1,365,041	402,168		

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	2017			2018	Difference Between		
	As	Amendment	As	Proposed Budget	2017 and 2018		
	Adopted		Amended		\$	%	
CAPITAL PROJECTS FUNDS - continued							
#303 - STREET CAPITAL PROJECTS FUND							
Revenues							
Grant Proceeds	3,756,320	529,980	4,286,300	8,919,182	4,632,882	108.09%	
Developer	40,097	930,869	970,966	65,212	(905,754)	(93.28%)	
Transfers in - #301	437,002	0	437,002	1,048,852	611,850	140.01%	
Transfers in - #302	1,173,230	0	1,173,230	1,003,544	(169,686)	(14.46%)	
Transfers in - #312 - Euclid Ave - Flora to Barker	1,750,000	23,671	1,773,671	5,000	(1,768,671)	(99.72%)	
Transfers in - #312 - Sullivan Rd W Bridge	10,000	440,000	450,000	0	(450,000)	(200.00%)	
Transfers in - #312 - 8th & Carnahan Intersection	0	238,320	238,320	0	(238,320)	(100.00%)	
Transfers in - #312 - Indiana bus stops & crosswalk	0	0	0	110,000	110,000	0.00%	
Total revenues	7,166,649	2,162,840	9,329,489	11,151,790	1,822,301	19.53%	
Expenditures							
123 Mission Ave. - Flora to Barker	500,000	0	500,000	3,625,716	3,125,716	625.14%	
141 Sullivan & Euclid PCC	2,150,000	0	2,150,000	0	(2,150,000)	(100.00%)	
142 Broadway @ Argonne/Mullan PCC intersection	0	0	0	2,250,000	2,250,000	0.00%	
155 Sullivan Rd W Bridge Replacement	10,000	1,053,370	1,063,370	0	(1,063,370)	(100.00%)	
166 Pines Rd (SR27) & Grace Ave. Intersect Safety	333,224	0	333,224	402,710	69,486	20.85%	
167 Citywide Safety Improvements (bike/ped)	5,000	0	5,000	0	(5,000)	(100.00%)	
201 ITS Infill Project Phase 1	300,000	0	300,000	378,172	78,172	26.06%	
205 Sprague/Barker Intersections Improvement	40,097	0	40,097	35,700	(4,397)	(10.97%)	
207 Indiana & Evergreen Transit Access Imp	5,000	0	5,000	0	(5,000)	(100.00%)	
221 McDonald Rd Diet (16th to Mission)	5,000	0	5,000	1,000	(4,000)	(80.00%)	
222 Citywide Reflective Signal Backplates	36,000	0	36,000	17,000	(19,000)	(52.78%)	
258 32nd Ave Sidewalk - SR27 to Evergreen	0	0	0	407,870	407,870	0.00%	
229 32nd Ave Preservation Project	2,500	0	2,500	0	(2,500)	(100.00%)	
234 Seth Woodward Elem Sidewalk Improvement	5,000	0	5,000	0	(5,000)	(100.00%)	
238 Mirabeau Pkwy & Pines (SR-27) Traffic Signal	5,000	0	5,000	0	(5,000)	(100.00%)	
239 Bowditch Sidewalk 8th to 12th	471,342	0	471,342	5,000	(466,342)	(98.94%)	
247 8th & Carnahan Intersection Improvements	0	238,320	238,320	0	(238,320)	(100.00%)	
259 N. Sullivan Corridor ITS Project	110,486	0	110,486	808,723	698,237	631.97%	
251 Euclid Ave. - Flora to Barker	1,750,000	871,150	2,621,150	5,000	(2,616,150)	(99.81%)	
250 9th Ave. Sidewalk	240,000	0	240,000	2,000	(238,000)	(99.17%)	
249 Sullivan/Wellesley Intersection	198,000	0	198,000	268,000	70,000	35.35%	
263 Citywide Signal Backplates	0	0	0	24,526	24,526	0.00%	
Wellesley Sidewalk Project	0	0	0	647,665	647,665	0.00%	
Barker Road Widening	0	0	0	106,500	106,500	0.00%	
8th Ave Sidewalk	0	0	0	458,958	458,958	0.00%	
Mission Ave Sidewalk	0	0	0	60,250	60,250	0.00%	
Coleman Sidewalk	0	0	0	25,000	25,000	0.00%	
Argonne Reconstruction - Indiana to Montgom	0	0	0	512,000	512,000	0.00%	
Indiana bus stops & crosswalks	0	0	0	110,000	110,000	0.00%	
Contingency	1,000,000	0	1,000,000	1,000,000	0	0.00%	
Total expenditures	7,166,649	2,162,840	9,329,489	11,151,790	1,822,301	19.53%	
Revenues over (under) expenditures	0		0	0			
Beginning fund balance	75,566		75,566	75,566			
Ending fund balance	75,566		75,566	75,566			

Note: Work performed for pavement preservation projects out of the Street Capital Projects Fund is for items such as sidewalk upgrades that were bid with the pavement preservation work.

**CITY OF SPOKANE VALLEY, WA
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	2017			2018	Difference Between	
	As	Amendment	As	Proposed Budget	2017 and 2018	
	Adopted		Amended		\$	%
CAPITAL PROJECTS FUNDS - continued						
#309 - PARK CAPITAL PROJECTS FUND						
<u>Revenues</u>						
Grant Proceeds	3,217,267	(1,354,000)	1,863,267	1,693,200	(170,067)	(9.13%)
Transfers in - #001	160,000	0	160,000	560,000	400,000	250.00%
Transfers in - #312	561,915	(263,700)	298,215	324,100	25,885	8.68%
Investment Interest	800	0	800	0	(800)	(100.00%)
Total revenues	3,939,982	(1,617,700)	2,322,282	2,577,300	255,018	10.98%
<u>Expenditures</u>						
227 Appleway Trail (Pines to Evergreen)	1,925,957	1,600	1,927,557	0	(1,927,557)	(100.00%)
237 Appleway Trail (Sullivan to Corbin)	1,853,225	(1,617,000)	236,225	1,853,300	1,617,075	684.55%
Appleway Trail (Evergreen to Sullivan)	0	0	0	164,000	164,000	0.00%
242 Browns Park Splash Pad	0	500	500	0	(500)	(100.00%)
261 Edgecliff Park Splash Pad	125,000	0	125,000	0	(125,000)	(100.00%)
CenterPlace outdoor venue - Phase 1	0	0	0	200,000	200,000	0.00%
Browns Park lighting and pathway	0	0	0	200,000	200,000	0.00%
Park signs (Sullivan, Park Rd, Balfour)	0	0	0	24,000	24,000	0.00%
Total expenditures	3,904,182	(1,614,900)	2,289,282	2,441,300	152,018	6.64%
Revenues over (under) expenditures	35,800		33,000	136,000		
Beginning fund balance	111,714		111,714	144,714		
Ending fund balance	147,514		144,714	280,714		
#310 - CIVIC FACILITIES CAPITAL PROJECTS FUND						
<u>Revenues</u>						
Investment Interest	1,200	6,300	7,500	5,900	(1,600)	(21.33%)
Total revenues	1,200	6,300	7,500	5,900	(1,600)	(21.33%)
<u>Expenditures</u>						
Transfers out - #001	490,500	8,000	498,500	0	(498,500)	(100.00%)
Total expenditures	490,500	8,000	498,500	0	(498,500)	(100.00%)
Revenues over (under) expenditures	(489,300)		(491,000)	5,900		
Beginning fund balance	1,333,159		1,333,159	842,159		
Ending fund balance	843,859		842,159	848,059		
<i>Note: The fund balance in #310 includes \$839,285.10 paid by the Library District for 2.82 acres at the Balfour Park site. If the District does not succeed in getting a voted bond approved by October 2017 then the City may repurchase this land at the original sale price of \$839,285.10.</i>						
#311 - PAVEMENT PRESERVATION						
<u>Revenues</u>						
Transfers in - #001	953,200	0	953,200	962,700	9,500	1.00%
Transfers in - #101	67,342	0	67,342	67,342	0	0.00%
Transfers in - #301	660,479	0	660,479	685,329	24,850	3.76%
Transfers in - #302	660,479	0	660,479	685,329	24,850	3.76%
Grant Proceeds	340,800	0	340,800	2,572,500	2,231,700	654.84%
Total revenues	2,682,300	0	2,682,300	4,973,200	2,290,900	85.41%
<u>Expenditures</u>						
Pavement preservation	3,000,000	0	3,000,000	4,008,600	1,008,600	33.62%
Pre-project GeoTech	50,000	0	50,000	50,000	0	0.00%
Total expenditures	3,050,000	0	3,050,000	4,058,600	1,008,600	33.07%
Revenues over (under) expenditures	(367,700)		(367,700)	914,600		
Beginning fund balance	2,953,564		2,953,564	2,585,864		
Ending fund balance	2,585,864		2,585,864	3,500,464		

**CITY OF SPOKANE VALLEY, WA
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	2017			2018	Difference Between	
	As	Amendment	As	Proposed Budget	2017 and 2018	
	Adopted		Amended		\$	%
CAPITAL PROJECTS FUNDS - continued						
#312 - CAPITAL RESERVE FUND						
<u>Revenues</u>						
Transfers in - #001	0	3,003,929	3,003,929	1,000,000	(2,003,929)	(66.71%)
Transfers in - #313	0	0	0	74,960	74,960	0.00%
Investment Interest	1,000	0	1,000	16,000	15,000	1500.00%
Total revenues	1,000	3,003,929	3,004,929	1,090,960	(1,913,969)	(63.69%)
<u>Expenditures</u>						
City Hall sculpture siting	0	38,526	38,526	0	(38,526)	(100.00%)
Transfers out - #303 (Sullivan Rd W Bridge)	10,000	440,000	450,000	0	(450,000)	(100.00%)
Transfers out - #303 (Euclid Ave - Flora to Barker)	1,750,000	23,671	1,773,671	5,000	(1,768,671)	(99.72%)
Transfers out - #303 (8th & Carnahan Intersection)	0	238,320	238,320	0	(238,320)	(100.00%)
Transfers out - #303 (Indiana bus stops & crosswal	0	0	0	110,000	110,000	0.00%
Transfers out - #309 (Appleway Trail - Pines-Everg	260,005	0	260,005	0	(260,005)	(100.00%)
Transfers out - #309 (Appleway Trail - Sullivan-Con	301,910	(263,700)	38,210	301,900	263,690	690.11%
Transfers out - #309 (Appleway Trail - Evergreen-S	0	0	0	22,200	22,200	0.00%
Transfers out - #314 (Pines Grade Separation)	0	483,000	483,000	0	(483,000)	(100.00%)
Total expenditures	2,321,915	959,817	3,281,732	439,100	(2,842,632)	(86.62%)
Revenues over (under) expenditures	(2,320,915)		(276,803)	651,860		
Beginning fund balance	4,310,362		4,310,362	4,033,559		
Ending fund balance	1,989,447		4,033,559	4,685,419		
#313 - CITY HALL CONSTRUCTION FUND						
<u>Revenues</u>						
Investment Interest	0	27,000	27,000	0	(27,000)	(100.00%)
Total revenues	0	27,000	27,000	0	(27,000)	(100.00%)
<u>Expenditures</u>						
Capital Outlay - City Hall	5,344,219	755,882	6,100,101	0	(6,100,101)	(100.00%)
Transfers out - #312	0	0	0	74,960	74,960	0.00%
Total expenditures	5,344,219	755,882	6,100,101	74,960	(6,025,141)	(98.77%)
Revenues over (under) expenditures	(5,344,219)		(6,073,101)	(74,960)		
Beginning fund balance	6,148,061		6,148,061	74,960		
Ending fund balance	803,842		74,960	0		
#314 - RAILROAD GRADE SEPARATION PROJECTS FUND						
<u>Revenues</u>						
Grant Proceeds	489,921	(189,921)	300,000	1,919,921	1,619,921	539.97%
Transfers in - #001 (Pines underpass design)	1,200,000	0	1,200,000	0	(1,200,000)	(100.00%)
Transfers in - #301 (Barker overpass design)	280,079	(230,079)	50,000	0	(50,000)	(100.00%)
Transfers in - #312 (Pines land acquisition)	0	483,000	483,000	0	(483,000)	(100.00%)
Total revenues	1,970,000	63,000	2,033,000	1,919,921	(113,079)	(5.56%)
<u>Expenditures</u>						
143 Barker BNSF Grade Separation	770,000	(470,000)	300,000	1,919,921	1,619,921	539.97%
223 Pines Rd Underpass	1,200,000	(517,000)	683,000	1,000,000	317,000	46.41%
Total expenditures	1,970,000	(987,000)	983,000	2,919,921	1,936,921	197.04%
Revenues over (under) expenditures	0		1,050,000	(1,000,000)		
Beginning fund balance	0		0	1,050,000		
Ending fund balance	0		1,050,000	50,000		

**CITY OF SPOKANE VALLEY, WA
2018 Budget**

11/14/2017

	2017			2018	Difference Between	
	As		As	Proposed Budget	2017 and 2018	
	Adopted	Amendment	Amended		\$	%
ENTERPRISE FUNDS						
#402 - STORMWATER FUND						
RECURRING ACTIVITY						
<u>Revenues</u>						
Stormwater Management Fees	1,860,000	0	1,860,000	1,870,000	10,000	0.54%
Investment Interest	2,500	0	2,500	7,500	5,000	200.00%
Total Recurring Revenues	1,862,500	0	1,862,500	1,877,500	15,000	0.81%
<u>Expenditures</u>						
Wages / Benefits / Payroll Taxes	546,421	4,900	551,321	557,157	5,836	1.06%
Supplies	15,425	0	15,425	14,800	(625)	(4.05%)
Services & Charges	1,111,076	0	1,111,076	1,140,982	29,906	2.69%
Intergovernmental Payments	50,000	0	50,000	35,000	(15,000)	(30.00%)
Vehicle rentals - #501	12,750	0	12,750	12,750	0	0.00%
Transfers out - #001	13,400	0	13,400	13,400	0	0.00%
Total Recurring Expenditures	1,749,072	4,900	1,753,972	1,774,089	20,117	1.15%
Recurring Revenues Over (Under)						
Recurring Expenditures	113,428	(4,900)	108,528	103,411		
NONRECURRING ACTIVITY						
<u>Revenues</u>						
Grant Proceeds	210,000	0	210,000	65,000	(145,000)	(69.05%)
Total Nonrecurring Revenues	210,000	0	210,000	65,000	(145,000)	(69.05%)
<u>Expenditures</u>						
Capital - various projects	450,000	0	450,000	450,000	0	0.00%
Effectiveness study	210,000	0	210,000	15,000	(195,000)	(92.86%)
Watershed studies	50,000	0	50,000	60,000	10,000	20.00%
Total Nonrecurring Expenditures	710,000	0	710,000	525,000	(185,000)	(26.06%)
Nonrecurring Revenues Over (Under)						
Nonrecurring Expenditures	(500,000)	0	(500,000)	(460,000)		
Excess (Deficit) of Total Revenues						
Over (Under) Total Expenditures	(386,572)	(4,900)	(391,472)	(356,589)		
Beginning working capital	1,761,416		1,761,416	1,369,944		
Ending working capital	1,374,844		1,369,944	1,013,355		
Stormwater Fund Summary						
Total revenues	2,072,500	0	2,072,500	1,942,500		
Total expenditures	2,459,072	4,900	2,463,972	2,299,089		
Excess (Deficit) of Total Revenues						
Over (Under) Total Expenditures	(386,572)	(4,900)	(391,472)	(356,589)		
Beginning unrestricted fund balance	1,761,416		1,761,416	1,369,944		
Ending unrestricted fund balance	1,374,844		1,369,944	1,013,355		
#403 - AQUIFER PROTECTION AREA						
<u>Revenues</u>						
Spokane County	460,000	0	460,000	460,000	0	0.00%
Total revenues	460,000	0	460,000	460,000	0	0.00%
<u>Expenditures</u>						
Capital - various projects	530,000	0	530,000	400,000	(130,000)	(24.53%)
Total expenditures	530,000	0	530,000	400,000	(130,000)	(24.53%)
Revenues over (under) expenditures	(70,000)		(70,000)	60,000		
Beginning working capital	950,725		950,725	880,725		
Ending working capital	880,725		880,725	940,725		

**CITY OF SPOKANE VALLEY, WA
2018 Budget**

11/14/2017

	2017			2018	Difference Between	
	As	Amendment	As	Proposed Budget	2017 and 2018	
	Adopted		Amended		\$	%
INTERNAL SERVICE FUNDS						
#501 - ER&R FUND						
Revenues						
Vehicle rentals - #001	32,500	0	32,500	30,000	(2,500)	(7.69%)
Vehicle rentals - #101	23,250	0	23,250	21,250	(2,000)	(8.60%)
Vehicle rentals - #101 (plow replace.)	77,929	0	77,929	77,929	0	0.00%
Vehicle rentals - #402	12,750	0	12,750	12,750	0	0.00%
Transfer in - #001 (CenterPlace kitchen reserve)	36,600	0	36,600	36,600	0	0.00%
Investment Interest	2,000	0	2,000	4,000	2,000	100.00%
Total revenues	185,029	0	185,029	182,529	(2,500)	(1.35%)
Expenditures						
Snow Plow Blades	0	28,000	28,000	0	(28,000)	(100.00%)
Snow Plow Replacement	0	122,400	122,400	0	(122,400)	(100.00%)
Small tools & minor equipment	0	6,400	6,400	20,000	13,600	212.50%
Transfer out - #001 (networking equipment)	0	77,000	77,000	0	(77,000)	(100.00%)
Total expenditures	0	233,800	233,800	20,000	(213,800)	(91.45%)
Revenues over (under) expenditures	185,029		(48,771)	162,529		
Beginning working capital	1,136,951		1,136,951	1,088,180		
Ending working capital	1,321,980		1,088,180	1,250,709		
#502 - RISK MANAGEMENT FUND						
Revenues						
Transfers in - #001	350,000	0	350,000	370,000	20,000	5.71%
Total revenues	350,000	0	350,000	370,000	20,000	5.71%
Expenditures						
Auto & Property Insurance	350,000	0	350,000	370,000	20,000	5.71%
Total expenditures	350,000	0	350,000	370,000	20,000	5.71%
Revenues over (under) expenditures	0		0	0		
Beginning fund balance	233,687		233,687	233,687		
Ending fund balance	233,687		233,687	233,687		
TOTAL OF ALL FUNDS						
Total of Revenues for all Funds	68,985,004	4,669,019	73,654,023	75,762,925		
Total of Expenditures for all Funds	80,739,873	4,780,556	85,520,429	77,365,593		
Total grant revenues (included in total revenues)	8,041,108	(899,741)	7,141,367	15,169,803		
Total Capital expenditures (included in total expenditures)	23,577,550	447,748	24,025,298	21,544,311		

CITY OF SPOKANE VALLEY, WA
2018 Budget
Revenues by Fund

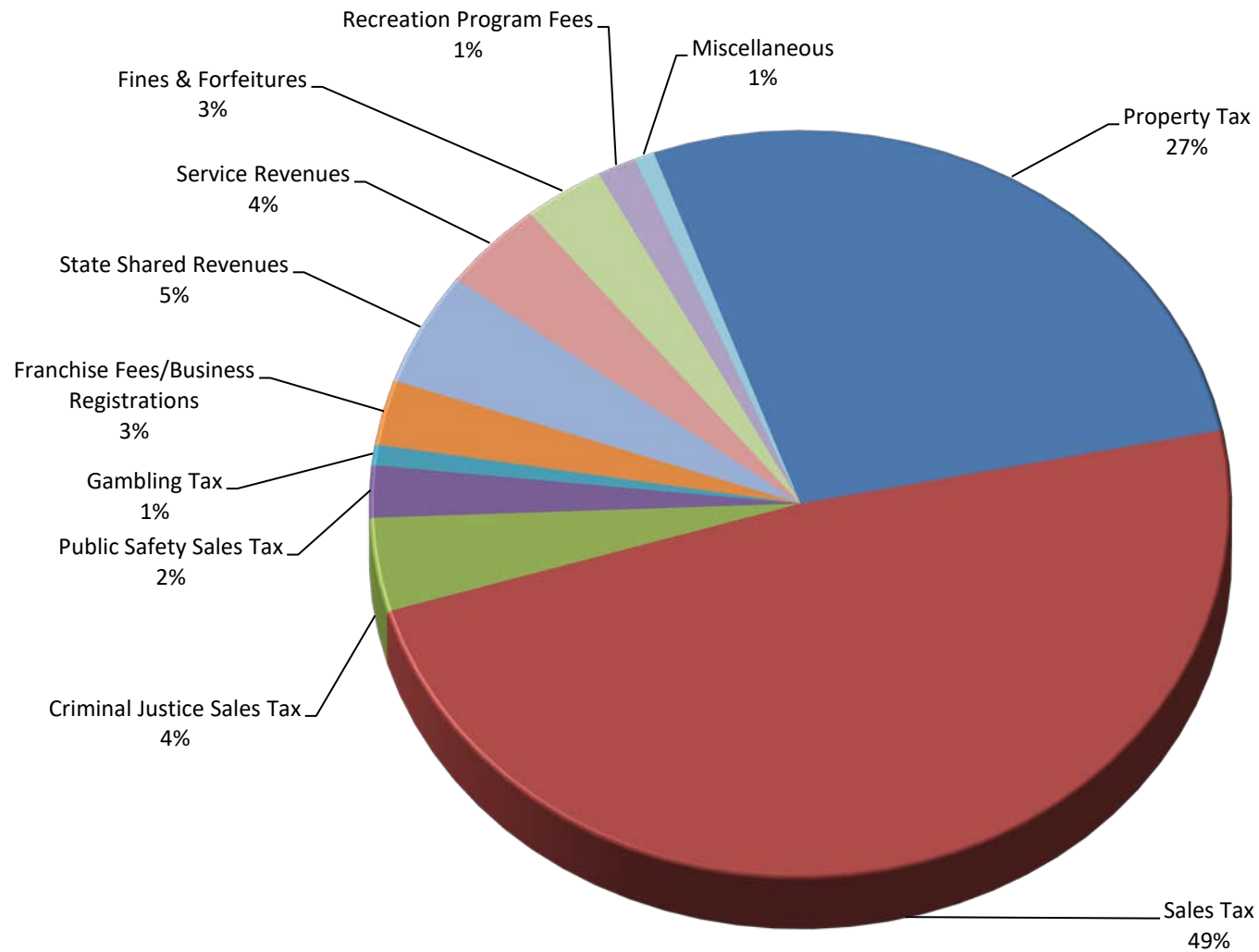
General Fund

Property Tax	\$ 11,796,100
Sales Tax	20,881,900
Sales Tax - Public Safety	967,800
Sales Tax - Criminal Justice	1,738,000
Gambling and Leasehold Excise Tax	381,000
Franchise Fees/Business Registration	1,210,000
State Shared Revenues	2,109,600
Service Revenues	1,684,100
Fines and Forfeitures	1,319,900
Recreation Program Fees	633,300
Miscellaneous, Investment Int., Transfers	326,325
Total General Fund	<u>\$ 43,048,025</u>

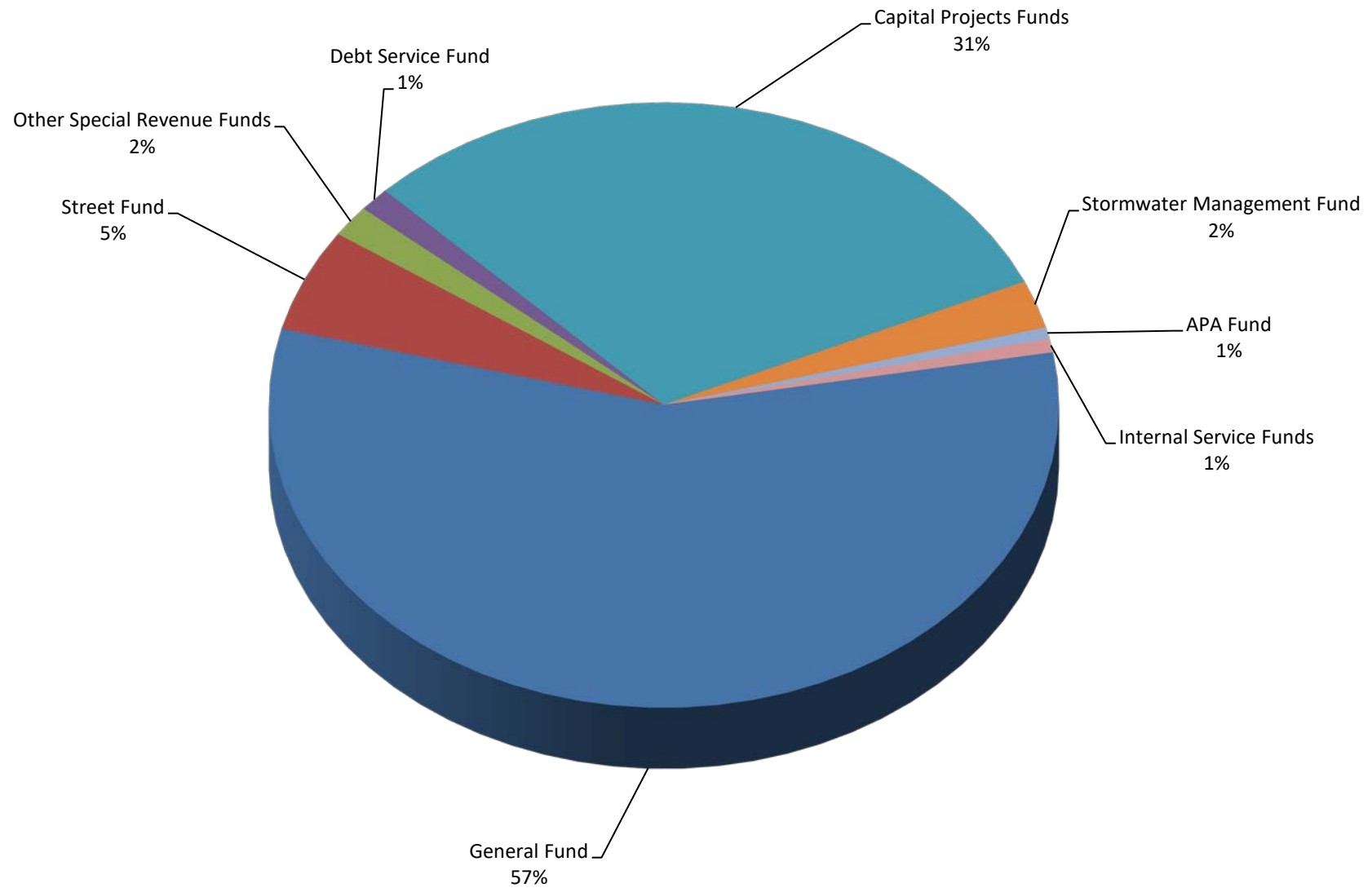
Other Funds

101	Street Fund	\$ 4,172,200
103	Paths & Trails Fund	8,700
104	Hotel/Motel Tax Tourism Facilities Fund	378,500
105	Hotel/Motel Tax Fund	581,000
106	Solid Waste Fund	225,000
107	PEG Fund	79,000
120	CenterPlace Operating Reserve Fund	0
121	Service Level Stabilization Reserve Fund	0
122	Winter Weather Reserve Fund	3,500
204	LTGO Bond Debt Service Fund	977,400
301	REET 1 Capital Projects Fund	807,500
302	REET 2 Capital Projects Fund	808,000
303	Street Capital Projects Fund	11,151,790
309	Parks Capital Projects Fund	2,577,300
310	Civic Facilities Capital Projects Fund	5,900
311	Pavement Preservation Fund	4,973,200
312	Capital Reserve Fund	1,090,960
313	City Hall Construction Fund	0
314	Railroad Grade Separation Projects Fund	1,919,921
402	Stormwater Management Fund	1,942,500
403	Aquifer Protection Area Fund	460,000
501	Equipment Rental & Replacement Fund	182,529
502	Risk Management Fund	370,000
	Total Other Funds	<u>\$ 32,714,900</u>
	Total All Funds	<u><u>\$ 75,762,925</u></u>

CITY OF SPOKANE VALLEY, WA
2018 General Fund Revenues
\$43,048,025



CITY OF SPOKANE VALLEY, WA
2018 City Wide Revenues
\$ 75,762,925



CITY OF SPOKANE VALLEY, WA
2018 Budget - General Fund
Detail Revenues by Type

	2014	2015	2016	2017	2018
	Actual	Actual	Actual	Amended Budget	Proposed Budget
<u>Property Tax</u>					
Property Tax	11,129,377	11,095,009	11,414,107	11,614,500	11,796,100
Property Tax - Delinquent	0	185,138	0	0	0
	<u>11,129,377</u>	<u>11,280,147</u>	<u>11,414,107</u>	<u>11,614,500</u>	<u>11,796,100</u>
<u>Sales Taxes</u>					
Sales Tax	17,440,083	18,209,568	19,887,049	19,852,100	20,881,900
Sales Tax - Public Safety	812,280	848,665	910,798	919,000	967,800
Sales Tax - Criminal Justice	1,455,313	1,523,588	1,642,804	1,669,000	1,738,000
	<u>19,707,676</u>	<u>20,581,821</u>	<u>22,440,652</u>	<u>22,440,100</u>	<u>23,587,700</u>
<u>Gambling and Leasehold Excise Tax</u>					
Amusement Games	11,063	11,909	13,671	11,000	13,000
Card Games	429,376	336,960	288,199	260,000	288,000
Bingo & Raffles	1,227	950	839	1,000	1,000
Punch Boards & Pull Tabs	64,585	62,966	69,001	63,000	69,000
Leasehold Excise Tax	6,932	5,869	6,567	5,800	6,500
Leasehold Excise Tax (State)	770	770	3,514	700	3,500
	<u>513,954</u>	<u>419,424</u>	<u>381,790</u>	<u>341,500</u>	<u>381,000</u>
<u>Licenses & Permits</u>					
General Business Licenses	106,741	109,076	111,906	100,000	110,000
Comcast PEG Contribution	89,121	0	0	0	0
Franchise Fees	1,053,986	1,111,616	1,145,319	1,100,000	1,100,000
	<u>1,249,848</u>	<u>1,220,692</u>	<u>1,257,225</u>	<u>1,200,000</u>	<u>1,210,000</u>
<u>State Shared Revenues</u>					
Streamline Mitigation of Sales Tax	575,269	572,577	559,044	520,000	520,000
Payment in Lieu of Taxes - DNR	8,528	4,114	0	4,000	4,000
MVET Criminal Justice - Population	23,837	24,869	25,940	29,200	29,400
CJ Contracted Services	152,133	157,282	159,936	150,000	155,000
CJ Special Programs	88,168	91,009	94,462	97,900	100,600
Marijuana Enforcement	0	37,912	54,213	54,600	33,200
DUI - Cities	16,273	13,571	14,472	13,600	14,000
Liquor Board Excise Tax	157,068	303,724	442,294	439,700	466,800
Liquor Board Profits	812,922	806,570	804,057	795,600	786,600
	<u>1,834,198</u>	<u>2,011,629</u>	<u>2,154,417</u>	<u>2,104,600</u>	<u>2,109,600</u>
<u>Service Revenues</u>					
Building Permits	819,234	770,288	1,534,332	770,000	878,000
Developer Contributions	0	0	23,587	0	0
Demolition Permits	4,836	3,840	3,232	4,000	4,000
Building & Planning Fees	381,282	148,962	134,686	125,500	126,400
Entertainment License	15,823	18,374	17,548	17,000	17,000
Grading Permits	4,049	4,748	6,271	3,500	4,000
Home Profession Fee	3,108	2,856	3,780	2,800	3,200
Mechanical Permits	108,759	89,975	102,639	90,000	88,000
Misc. Permits & Fees	8,168	7,229	3,925	6,600	6,600
Planning Fees	145,218	379,143	721,851	380,500	402,500
Plumbing Permits	63,667	41,784	77,523	42,000	53,000
Street Vacation Permits	0	0	0	1,000	1,000
Right of Way Permits	94,512	91,124	97,037	93,000	95,000
Code Enforcement	6,189	12,417	2,185	6,000	5,000
Temporary Use Permit Fees	471	314	471	400	400
	<u>1,655,315</u>	<u>1,571,053</u>	<u>2,729,068</u>	<u>1,542,300</u>	<u>1,684,100</u>

CITY OF SPOKANE VALLEY, WA
2018 Budget - General Fund
Detail Revenues by Type

	2014	2015	2016	2017	2018
	Actual	Actual	Actual	Amended Budget	Proposed Budget
<u>Fines and Forfeitures</u>					
Public Safety False Alarm Services	0	201,638	150,058	200,000	151,000
Public Safety Grants	59,265	49,418	25,628	50,000	50,000
Fines & Forfeits - Traffic	761,179	601,189	477,743	523,600	483,600
Other Criminal- Non Traffic Fines	639,820	508,665	606,463	587,400	635,300
	<u>1,460,263</u>	<u>1,360,910</u>	<u>1,259,892</u>	<u>1,361,000</u>	<u>1,319,900</u>
<u>Recreation Program Charges</u>					
Activity Fees (To use a recreational facility)	426,920	461,772	433,842	454,600	438,100
Program Fees (To participate in a program)	172,483	192,484	204,527	186,300	195,200
	<u>599,403</u>	<u>654,256</u>	<u>638,369</u>	<u>640,900</u>	<u>633,300</u>
<u>Miscellaneous</u>					
Investment Interest	41,910	73,378	136,810	73,000	136,000
Sales Tax Interest	3,978	8,682	13,477	5,000	5,000
SCRAPS pass-through/nonrecurring	57,259	1,100	1,209	1,300	1,300
Interest on Gambling Tax	256	66	174	500	500
Dept. of Ecology Grant	6,290	0	0	0	0
Office of Public Def- Public Def Improvement	0	20,000	18,400	0	0
Police Precinct Rent	48,558	51,653	38,842	37,000	38,000
Police Precinct Maintenance	0	0	19,059	14,700	19,000
Judgments and Settlements	0	0	25,000	0	0
Copy Charges	385	708	262	500	500
Insurance Recoveries	0	0	44,474	0	0
AWC Health & Wellness	0	400	492	500	500
Miscellaneous Revenue & Grants	4,958	5,326	87,065	151,200	2,000
	<u>163,594</u>	<u>161,315</u>	<u>385,264</u>	<u>283,700</u>	<u>202,800</u>
<u>Transfers</u>					
Transfers in - #101 (street admin)	39,700	39,700	39,700	39,700	39,700
Transfers in - #105 (h/m tax-CP advertising)	30,000	30,000	30,000	30,000	30,000
Transfers in - #106 (solid waste repayment)	0	40,425	40,425	40,425	40,425
Transfers in - #310	0	0	198,734	498,500	0
Transfers in - #402 (storm admin)	13,400	13,400	13,400	13,400	13,400
Transfers in - #501	0	0	0	77,000	0
	<u>83,100</u>	<u>123,525</u>	<u>322,259</u>	<u>699,025</u>	<u>123,525</u>
 Total General Fund Revenue	 <u>38,396,727</u>	 <u>39,384,771</u>	 <u>42,983,043</u>	 <u>42,227,625</u>	 <u>43,048,025</u>

CITY OF SPOKANE VALLEY, WA
2018 Budget - Other Funds
Detail Revenues by Type

	2014 Actual	2015 Actual	2016 Actual	2017 Amended Budget	2018 Proposed Budget
<u>101 - Street Fund</u>					
Utilities tax	2,461,060	2,257,184	2,069,309	2,000,000	1,900,000
Motor Vehicle Fuel (Gas) Tax	1,878,476	1,935,629	2,005,909	2,040,300	2,052,400
Multimodal Transportation Revenue	0	0	95,509	98,868	133,800
Right-of-Way Maintenance Fee	0	0	56,035	50,000	70,000
Investment Interest	2,037	3,212	5,886	4,000	6,000
Other Miscellaneous Revenues & Grants	24,587	25,167	71,679	10,000	10,000
	<u>4,366,160</u>	<u>4,221,192</u>	<u>4,304,327</u>	<u>4,203,168</u>	<u>4,172,200</u>
<u>103 - Paths & Trails Fund</u>					
Motor Vehicle Fuel (Gas) Tax	7,923	8,164	8,460	8,600	8,700
Investment interest	34	62	170	0	0
	<u>7,957</u>	<u>8,226</u>	<u>8,630</u>	<u>8,600</u>	<u>8,700</u>
<u>104 - Hotel/Motel Tax - Tourism Facilities Fund</u>					
Hotel/Motel Tax	0	182,236	387,333	377,000	377,000
Transfers in - #105	0	0	0	250,000	0
Investment interest	0	111	1,552	0	1,500
	<u>0</u>	<u>182,347</u>	<u>388,885</u>	<u>627,000</u>	<u>378,500</u>
<u>105 - Hotel/Motel Tax Fund</u>					
Hotel/Motel Tax	549,267	581,237	596,373	580,000	580,000
Investment Interest	299	484	1,274	500	1,000
	<u>549,566</u>	<u>581,721</u>	<u>597,647</u>	<u>580,500</u>	<u>581,000</u>
<u>106 - Solid Waste</u>					
Sunshine administrative fee	0	125,000	125,000	125,000	225,000
Grant Proceeds	0	0	17,677	26,800	0
Investment Interest	0	0	184	0	0
Transfers in - #001 (marketing/education)	60,000	0	0	0	0
	<u>60,000</u>	<u>125,000</u>	<u>142,861</u>	<u>151,800</u>	<u>225,000</u>
<u>107 - PEG Fund</u>					
Comcast PEG contribution	0	81,806	79,427	80,000	79,000
Investment Interest	0	0	784	0	0
Transfers in - #001	0	267,333	0	0	0
	<u>0</u>	<u>349,139</u>	<u>80,211</u>	<u>80,000</u>	<u>79,000</u>
<u>120 - CenterPlace Operating Reserve Fund</u>					
Investment Interest	0	0	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>121 - Service Level Stabilization Reserve Fund</u>					
Investment Interest	4,697	8,590	21,636	21,900	0
	<u>4,697</u>	<u>8,590</u>	<u>21,636</u>	<u>21,900</u>	<u>0</u>
<u>122 - Winter Weather Reserve Fund</u>					
FEMA Grant Proceeds	0	0	38,804	0	0
Investment Interest	456	833	1,961	600	3,500
Transfer in - #001	0	0	15,043	258,000	0
	<u>456</u>	<u>833</u>	<u>55,808</u>	<u>258,600</u>	<u>3,500</u>
<u>123 - Civic Facilities Replacement Fund</u>					
Investment Interest	1,083	1,323	696	0	0
	<u>1,083</u>	<u>1,323</u>	<u>696</u>	<u>0</u>	<u>0</u>
<u>204 - Debt Service - LTGO 03 Fund</u>					
2014 LTGO Bond proceeds	7,660,694	0	0	0	0
Facilities District Revenue	423,844	373,800	380,300	379,750	414,050
Transfers in - #001	0	0	198,734	430,630	399,350
Transfers in - #301	89,559	82,150	83,400	103,511	82,000
Transfers in - #302	89,559	82,150	83,400	103,510	82,000
	<u>8,263,656</u>	<u>538,100</u>	<u>745,834</u>	<u>1,017,401</u>	<u>977,400</u>

CITY OF SPOKANE VALLEY, WA
2018 Budget - Other Funds
Detail Revenues by Type

	2014	2015	2016	2017	2018
	Actual	Actual	Actual	Amended Budget	Proposed Budget
<u>301 - REET 1 Capital Projects Fund</u>					
REET 1 - 1st Quarter Percent	790,781	1,065,789	1,176,911	1,000,000	800,000
Investment Interest	793	1,653	7,609	1,700	7,500
	<u>791,574</u>	<u>1,067,442</u>	<u>1,184,520</u>	<u>1,001,700</u>	<u>807,500</u>
<u>302 - REET 2 Capital Projects Fund</u>					
REET 2 - 2nd Quarter Percent	776,648	1,065,789	1,176,911	1,000,000	800,000
Investment Interest	909	1,662	8,189	1,700	8,000
	<u>777,557</u>	<u>1,067,451</u>	<u>1,185,100</u>	<u>1,001,700</u>	<u>808,000</u>
<u>303 - Street Capital Projects Fund</u>					
Grant Proceeds	1,825,974	8,223,959	4,951,033	4,286,300	8,919,182
Developer Contributions	541	363,894	151,600	970,966	65,212
Transfers in - #101	5,038	123,955	0	0	0
Transfers in - #301 Capital Projects	58,607	567,113	579,636	437,002	1,048,852
Transfers in - #302 Special Capital Projects	501,736	331,099	164,151	1,173,230	1,003,544
Transfers in - #312 Appleway Landscaping	253,645	0	0	0	0
Transfers in - #312 Sullivan Rd W Bridge	443,688	42,730	2,022,865	450,000	0
Transfers in - #312 Euclid Ave - Flora to Barker	0	0	26,326	1,773,671	5,000
Transfers in - #312 8th & Carnahan Intersection	0	0	11,687	238,320	0
Transfers in - #312 Indiana bus stops & crosswalks	0	0	0	0	110,000
Miscellaneous	21	87	29	0	0
	<u>3,089,249</u>	<u>9,652,837</u>	<u>7,907,327</u>	<u>9,329,489</u>	<u>11,151,790</u>
<u>309 - Parks Capital Projects Fund</u>					
Grant Proceeds	0	1,560	209,784	1,863,267	1,693,200
Contributions and Donations	7,850	0	0	0	0
Investment Interest	444	813	723	800	0
Transfers in - #001	242,298	115,575	230,300	160,000	560,000
Transfers in - #103	50,000	0	9,300	0	0
Transfers in - #105	0	68,000	58,388	0	0
Transfers in - #312	911,433	524,812	37,132	298,215	324,100
	<u>1,212,025</u>	<u>710,760</u>	<u>545,627</u>	<u>2,322,282</u>	<u>2,577,300</u>
<u>310 - Civic Facilities Capital Projects Fund</u>					
Sale of land	839,285	0	0	0	0
Investment Interest	1,193	2,113	5,145	7,500	5,900
Transfers in - #001					
<i>Future C.H. bond pmt > \$424.6k lease pmt</i>	0	67,600	67,600	0	0
<i>Future C.H. o&m costs</i>	0	271,700	276,600	0	0
Transfers in - #312	0	58,324	0	0	0
	<u>840,478</u>	<u>399,737</u>	<u>349,345</u>	<u>7,500</u>	<u>5,900</u>
<u>311 - Pavement Preservation Fund</u>					
Grants	2,042,715	835,224	1,654,698	340,800	2,572,500
Investment Interest	1,853	3,389	7,519	0	0
Transfers in - #001	888,823	920,000	943,800	953,200	962,700
Transfers in - #101	282,000	206,618	67,342	67,342	67,342
Transfers in - #123	616,284	616,284	559,804	0	0
Transfers in - #301	184,472	251,049	365,286	660,479	685,329
Transfers in - #302	184,472	251,049	365,286	660,479	685,329
	<u>4,200,619</u>	<u>3,083,613</u>	<u>3,963,735</u>	<u>2,682,300</u>	<u>4,973,200</u>
<u>312 - Capital Reserve Fund</u>					
Developer Contributions	4,675	0	0	0	0
Investment Interest	0	0	16,028	1,000	16,000
Transfers in - #001	2,443,507	1,783,512	1,828,723	3,003,929	1,000,000
Transfers in - #313	0	0	0	0	74,960
	<u>2,448,182</u>	<u>1,783,512</u>	<u>1,844,751</u>	<u>3,004,929</u>	<u>1,090,960</u>
<u>313 - City Hall Construction Fund</u>					
Investment Interest	0	0	26,536	27,000	0
Transfers in - #312	0	5,162,764	0	0	0
	<u>0</u>	<u>5,162,764</u>	<u>26,536</u>	<u>27,000</u>	<u>0</u>

CITY OF SPOKANE VALLEY, WA
2018 Budget - Other Funds
Detail Revenues by Type

	2014	2015	2016	2017	2018
	Actual	Actual	Actual	Amended Budget	Proposed Budget
<u>314 - Railroad Grade Separation Projects Fund</u>					
Grant Proceeds	0	0	0	300,000	1,919,921
Transfers in - #001	0	0	3,893	1,200,000	0
Transfers in - #301	0	0	12,975	50,000	0
Transfers in - #312	0	0	0	483,000	0
	<u>0</u>	<u>0</u>	<u>16,868</u>	<u>2,033,000</u>	<u>1,919,921</u>
<u>402 - Stormwater Management Fund</u>					
Stormwater Management Fee	1,865,413	1,861,368	1,898,210	1,860,000	1,870,000
Grant Proceeds	76,097	423,332	61,403	210,000	65,000
Developer Contributions	51,492	0	0	0	0
Miscellaneous Revenue	1,500	0	0	0	0
Investment Interest	1,342	2,455	7,690	2,500	7,500
Transfers in - #403	0	120,000	0	0	0
	<u>1,995,844</u>	<u>2,407,155</u>	<u>1,967,303</u>	<u>2,072,500</u>	<u>1,942,500</u>
<u>403 - Aquifer Protection Area Fund</u>					
Spokane County	461,828	533,593	388,590	460,000	460,000
Grant Proceeds	699,913	1,036,603	0	0	0
Investment Interest	0	0	2,590	0	0
Transfers in - #402 (DOE for Decant Proj)	50,125	0	0	0	0
	<u>1,211,866</u>	<u>1,570,196</u>	<u>391,180</u>	<u>460,000</u>	<u>460,000</u>
<u>501 - Equipment Rental & Replacement Fund</u>					
Investment Interest	792	1,449	4,395	2,000	4,000
Interfund Equip & Vehicle Lease	102,744	35,544	106,000	146,429	141,929
Transfers in - #001 (CenterPlace kitchen reserve)	0	0	0	36,600	36,600
Transfers in - #101	25,849	0	0	0	0
Transfers in - #402	25,843	0	0	0	0
	<u>155,228</u>	<u>36,993</u>	<u>110,395</u>	<u>185,029</u>	<u>182,529</u>
<u>502 - Risk Management Fund</u>					
Transfers in - #001	325,000	325,000	325,000	350,000	370,000
Investment Interest	5	8	423	0	0
	<u>325,005</u>	<u>325,008</u>	<u>325,423</u>	<u>350,000</u>	<u>370,000</u>
Total of "Other Fund" Revenues	<u>30,300,120</u>	<u>33,283,939</u>	<u>26,164,645</u>	<u>31,426,398</u>	<u>32,714,900</u>
General Fund Revenues	<u>38,396,727</u>	<u>39,384,771</u>	<u>42,983,043</u>	<u>42,227,625</u>	<u>43,048,025</u>
Total Revenues	<u><u>68,696,847</u></u>	<u><u>72,668,711</u></u>	<u><u>69,147,687</u></u>	<u><u>73,654,023</u></u>	<u><u>75,762,925</u></u>

CITY OF SPOKANE VALLEY, WA
2018 Budget
Expenditures by Fund and Department

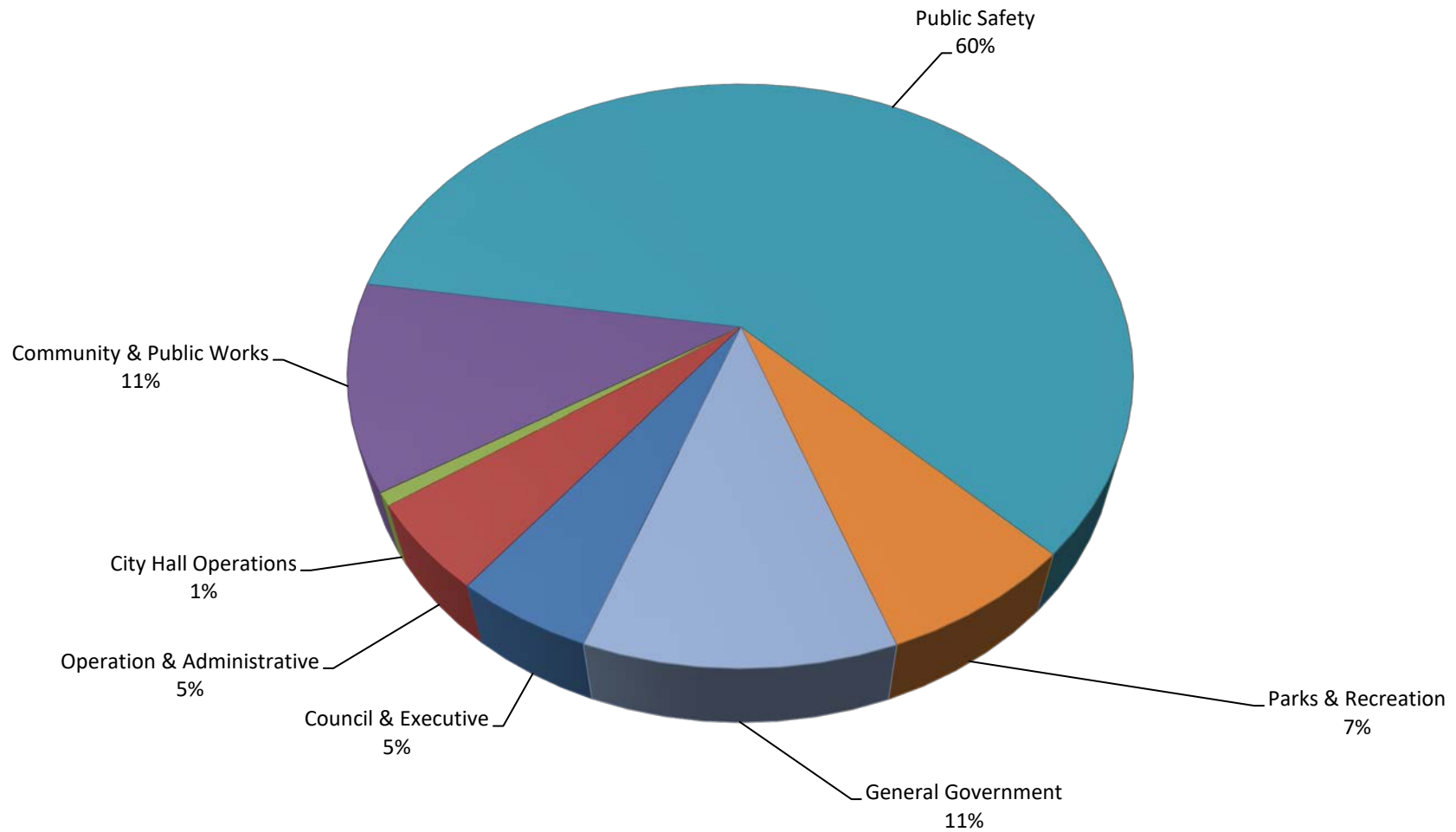
General Fund

Council	\$	548,494
City Manager		956,245
City Attorney		599,561
Public Safety		25,564,251
Operations & Administrative		
Deputy City Manager		462,363
Finance		1,339,064
Human Resources		275,387
City Hall Operations and Maintenance		306,043
Community & Public Works		
Engineering		1,572,947
Economic Development		1,020,642
Building and Planning		2,265,677
Parks & Recreation		
Administration		301,083
Maintenance		893,700
Recreation		260,574
Aquatics		492,900
Senior Center		98,229
CenterPlace		963,468
General Government		4,705,260
Total General Fund	\$	42,625,888

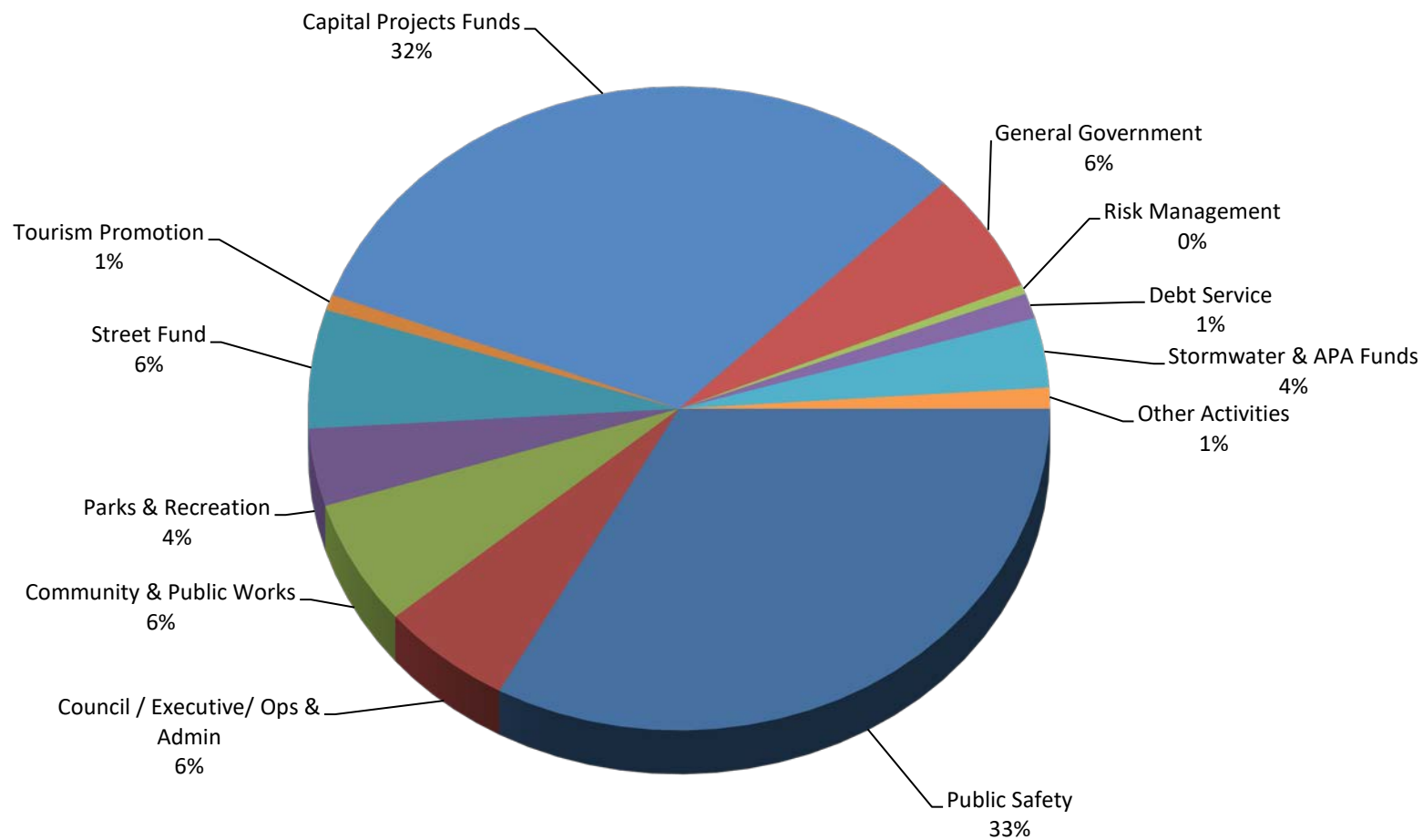
Other Funds

101	Street Fund	\$	4,602,291
103	Paths & Trails Fund		0
104	Hotel/Motel Tax - Tourism Facilities Fund		0
105	Hotel/Motel Tax Fund		602,000
106	Solid Waste		225,000
107	PEG Fund		71,200
120	CenterPlace Operating Reserve Fund		0
121	Service Level Stabilization Fund		0
122	Winter Weather Reserve Fund		500,000
204	LTGO Bond Debt Service Fund		977,400
301	REET 1 Capital Projects Fund		1,816,181
302	REET 2 Capital Projects Fund		1,770,873
303	Street Capital Projects Fund		11,151,790
309	Parks Capital Projects Fund		2,441,300
310	Civic Facilities Capital Projects Fund		0
311	Pavement Preservation		4,058,600
312	Capital Reserve Fund		439,100
313	City Hall Construction Fund		74,960
314	Railroad Grade Separation Projects		2,919,921
402	Stormwater Management Fund		2,299,089
403	Aquifer Protection Area		400,000
501	Equipment Rental & Replacement (ER&R)		20,000
502	Risk Management Fund		370,000
	Total Other Funds	\$	34,739,705
	Total All Funds	\$	77,365,593

CITY OF SPOKANE VALLEY, WA
2018 General Fund Expenditures
\$42,625,888



CITY OF SPOKANE VALLEY, WA
2018 City Wide Expenditures
\$ 77,365,593



CITY OF SPOKANE VALLEY, WA
2018 Budget
General Fund Expenditures by Department and Type

	Wages, Benefits & Payroll Taxes	Supplies	Services & Charges	Intergovernmental	Interfund	Capital Expenditures	Total
City Council	\$ 233,194	\$ 4,950	\$ 310,350	\$ 0	\$ 0	\$ 0	\$ 548,494
City Manager	877,105	4,300	74,840	0	0	0	956,245
City Attorney	506,481	6,760	86,320	0	0	0	599,561
Public Safety	3,000	25,500	296,715	25,139,036	0	100,000	25,564,251
<u>Operations & Administrative</u>							
Deputy City Manager	358,493	2,000	90,170	0	0	11,700	462,363
Finance	1,308,614	6,450	24,000	0	0	0	1,339,064
Human Resources	254,577	580	20,230	0	0	0	275,387
City Hall Operation and Maintenance	100,943	30,000	175,100	0	0	0	306,043
<u>Community & Public Works</u>							
Engineering	1,424,787	27,750	120,410	0	0	0	1,572,947
Economic Development	679,852	3,040	338,290	0	0	0	1,020,642
Building and Planning	1,876,477	44,200	325,000	20,000	0	0	2,265,677
<u>Parks & Recreation</u>							
Administration	254,133	7,600	39,350	0	0	0	301,083
Maintenance	0	7,500	886,200	0	0	0	893,700
Recreation	189,274	7,750	63,550	0	0	0	260,574
Aquatics	0	3,300	489,600	0	0	0	492,900
Senior Center	91,729	1,600	4,900	0	0	0	98,229
CenterPlace	503,499	73,524	386,445	0	0	0	963,468
General Government	0	104,450	754,660	332,500	3,328,650	185,000	4,705,260
Total	<u>\$ 8,662,158</u>	<u>\$ 361,254</u>	<u>\$ 4,486,130</u>	<u>\$ 25,491,536</u>	<u>\$ 3,328,650</u>	<u>\$ 296,700</u>	<u>\$ 42,625,888</u>

CITY OF SPOKANE VALLEY, WA
2018 Budget
General Fund Department Changes from 2017 to 2018

	2017 Amended Budget	2018 Budget	Difference Between 2017 and 2018	
			Increase (Decrease)	
			\$	%
<u>City Council</u>				
Wages, Payroll Taxes & Benefits	230,922	233,194	2,272	0.98%
Supplies	4,550	4,950	400	8.79%
Services & Charges	307,400	310,350	2,950	0.96%
Total	542,872	548,494	5,622	1.04%
<u>City Manager</u>				
Wages, Payroll Taxes & Benefits	655,325	877,105	221,780	33.84%
Supplies	3,300	4,300	1,000	30.30%
Services & Charges	65,810	74,840	9,030	13.72%
Total	724,435	956,245	231,810	32.00%
<u>City Attorney</u>				
Wages, Payroll Taxes & Benefits	434,041	506,481	72,440	16.69%
Supplies	2,105	1,951	(154)	(7.32%)
Services & Charges	79,848	86,320	6,472	8.11%
Total	515,994	594,752	78,758	15.26%
<u>Public Safety</u>				
Non-Departmental (Fines & Forfeits)	602,250	579,750	(22,500)	(3.74%)
Wages/Payroll Taxes/Benefits	3,000	3,000	0	0.00%
Supplies	26,500	25,500	(1,000)	(3.77%)
Other Services and Charges	340,315	296,715	(43,600)	(12.81%)
Intergovernmental Services	23,978,307	24,559,286	580,979	2.42%
Total	24,950,372	25,464,251	513,879	2.06%
<u>Deputy City Manager</u>				
Wages, Payroll Taxes & Benefits	672,977	358,493	(314,484)	(46.73%)
Supplies	2,000	2,000	0	0.00%
Services & Charges	77,300	90,170	12,870	16.65%
Total	752,277	450,663	(301,614)	(40.09%)
<u>Finance/IT</u>				
Wages, Payroll Taxes & Benefits	1,252,460	1,308,614	56,154	4.48%
Supplies	6,000	6,450	450	7.50%
Services & Charges	24,000	24,000	0	0.00%
Total	1,282,460	1,339,064	56,604	4.41%
<u>Human Resources</u>				
Wages, Payroll Taxes & Benefits	237,356	254,577	17,221	7.26%
Supplies	730	580	(150)	(20.55%)
Services & Charges	24,331	20,230	(4,101)	(16.86%)
Total	262,417	275,387	12,970	4.94%
<u>Public Works</u>				
Wages, Payroll Taxes & Benefits	845,082	0	(845,082)	(100.00%)
Supplies	14,750	0	(14,750)	(100.00%)
Services & Charges	61,800	0	(61,800)	(100.00%)
Total	921,632	0	(921,632)	(100.00%)

(Continued to next page)

CITY OF SPOKANE VALLEY, WA
2018 Budget
General Fund Department Changes from 2017 to 2018

	2017 Amended Budget	2018 Budget	Difference Between 2017 and 2018	
			Increase (Decrease)	
			\$	%
(Continued from previous page)				
City Hall Operations & Maintenance				
Wages, Payroll Taxes & Benefits	98,818	100,943	2,125	2.15%
Supplies	30,000	30,000	0	0.00%
Services & Charges	175,100	175,100	0	0.00%
Total	303,918	306,043	2,125	0.70%
Community & Public Works - Engineering				
Wages, Payroll Taxes & Benefits	0	1,424,787	1,424,787	0.00%
Supplies	0	27,750	27,750	0.00%
Services & Charges	0	120,410	120,410	0.00%
Total	0	1,572,947	1,572,947	0.00%
Community & Public Works - Economic Dev				
Wages, Payroll Taxes & Benefits	0	679,852	679,852	0.00%
Supplies	0	3,040	3,040	0.00%
Services & Charges	0	287,750	287,750	0.00%
Total	0	970,642	970,642	0.00%
Community & Public Works - Building & Planning				
Wages, Payroll Taxes & Benefits	0	1,876,477	1,876,477	0.00%
Supplies	0	44,200	44,200	0.00%
Services & Charges	0	325,000	325,000	0.00%
Intergovernmental Services	0	20,000	20,000	0.00%
Total	0	2,265,677	2,265,677	0.00%
Community Dev.-Admin				
Wages, Payroll Taxes & Benefits	206,762	0	(206,762)	(100.00%)
Supplies	3,100	0	(3,100)	(100.00%)
Services & Charges	18,600	0	(18,600)	(100.00%)
Total	228,462	0	(228,462)	(100.00%)
Community Dev.-Economic Development				
Wages, Payroll Taxes & Benefits	420,432	0	(420,432)	(100.00%)
Supplies	1,100	0	(1,100)	(100.00%)
Services & Charges	271,300	0	(271,300)	(100.00%)
Total	692,832	0	(692,832)	(100.00%)
Community Dev.-Dev. Serv				
Wages, Payroll Taxes & Benefits	1,133,484	0	(1,133,484)	(100.00%)
Supplies	16,550	0	(16,550)	(100.00%)
Services & Charges	263,350	0	(263,350)	(100.00%)
Intergovernmental Services	20,000	0	(20,000)	(100.00%)
Total	1,433,384	0	(1,433,384)	(100.00%)
(Continued to next page)				

CITY OF SPOKANE VALLEY, WA
2018 Budget
General Fund Department Changes from 2017 to 2018

	2017 Amended Budget	2018 Budget	Difference Between 2017 and 2018	
			Increase (Decrease)	
			\$	%
(Continued from previous page)				
Community Dev.-Building				
Wages, Payroll Taxes & Benefits	1,370,734	0	(1,370,734)	(100.00%)
Supplies	32,700	0	(32,700)	(100.00%)
Services & Charges	78,300	0	(78,300)	(100.00%)
Total	1,481,734	0	(1,481,734)	(100.00%)
Parks & Rec- Admin				
Wages, Payroll Taxes & Benefits	243,514	254,133	10,619	4.36%
Supplies	7,400	7,600	200	2.70%
Services & Charges	45,850	39,350	(6,500)	(14.18%)
Total	296,764	301,083	4,319	1.46%
Parks & Rec- Maintenance				
Wages, Payroll Taxes & Benefits	0	0	0	0.00%
Supplies	5,500	7,500	2,000	36.36%
Services & Charges	855,850	886,200	30,350	3.55%
Total	861,350	893,700	32,350	3.76%
Parks & Rec- Recreation				
Wages, Payroll Taxes & Benefits	178,945	189,274	10,329	5.77%
Supplies	8,200	7,750	(450)	(5.49%)
Services & Charges	59,150	63,550	4,400	7.44%
Total	246,295	260,574	14,279	5.80%
Parks & Rec- Aquatics				
Wages, Payroll Taxes & Benefits	0	0	0	0.00%
Supplies	3,200	3,300	100	3.13%
Services & Charges	494,150	489,600	(4,550)	(0.92%)
Total	497,350	492,900	(4,450)	(0.89%)
Parks & Rec- Senior Center				
Wages, Payroll Taxes & Benefits	89,416	91,729	2,313	2.59%
Supplies	1,600	1,600	0	0.00%
Services & Charges	4,900	4,900	0	0.00%
Total	95,916	98,229	2,313	2.41%
Parks & Rec- CenterPlace				
Wages, Payroll Taxes & Benefits	502,139	503,499	1,360	0.27%
Supplies	73,524	73,524	0	0.00%
Services & Charges	326,295	333,445	7,150	2.19%
Total	901,958	910,468	8,510	0.94%
(Continued to next page)				

CITY OF SPOKANE VALLEY, WA
2018 Budget
General Fund Department Changes from 2017 to 2018

	2017 Amended Budget	2018 Budget	Difference Between 2017 and 2018	
			Increase (Decrease)	
			\$	%
(Continued from previous page)				
General Government				
Wages, Payroll Taxes & Benefits	0	0	0	0.00%
Supplies	145,450	104,450	(41,000)	(28.19%)
Services & Charges	756,900	754,660	(2,240)	(0.30%)
Intergovernmental Services	328,500	332,500	4,000	1.22%
Capital outlays	10,000	70,000	60,000	600.00%
Total	1,240,850	1,261,610	20,760	1.67%
Transfers out - #204	430,630	399,350	(31,280)	(7.26%)
Transfers out - #309	160,000	160,000	0	0.00%
Transfers out - #311				
Pavement Preservation	953,200	962,700	9,500	1.00%
Transfers out - #501	36,600	36,600	0	0.00%
Transfers out - #502	350,000	370,000	20,000	5.71%
Total recurring expenditures	40,163,702	40,891,379	727,677	1.81%
Summary by Category				
Wages, Payroll Taxes & Benefits	8,575,407	8,662,158	86,751	1.01%
Supplies	388,259	356,445	(31,814)	(8.19%)
Services & Charges	4,330,549	4,382,590	52,041	1.20%
Transfers out - #204	430,630	399,350	(31,280)	(7.26%)
Transfers out - #309	160,000	160,000	0	0.00%
Transfers out - #311	953,200	962,700	9,500	1.00%
Transfers out - #501	36,600	36,600	0	0.00%
Transfers out - #502	350,000	370,000	20,000	5.71%
Non-Departmental (fines & forfeits)	602,250	579,750	(22,500)	(3.74%)
Intergovernmental Svc (public safety)	23,978,307	24,559,286	580,979	2.42%
Intergovernmental Svc	348,500	352,500	4,000	1.15%
Capital outlay	10,000	70,000	60,000	600.00%
	40,163,702	40,891,379	727,677	1.81%

Fund: 001	General Fund	Spokane Valley
Dept: 011	Legislative Branch	2018 Budget

This department accounts for the cost of providing effective elected representation of the citizenry in the governing body. The Council makes policy decisions for the City and is accountable to Spokane Valley citizens by making decisions regarding how resources are allocated, the appropriate levels of service, and establishing goals and policies for the organization.

Accomplishments for 2017

- Continued to work with legislators towards obtaining financial assistance for the Barker and Pines Grade Separation Projects. In the 2017 WA State Legislative Session, our local legislative delegation was successful in obtaining \$1.5 million towards the Barker Project and the inclusion of \$540,000 in the State Capital Budget for Appleway Trail amenities.
- Approved a 10-year solid waste collection contract valued at approximately \$120 million (ignoring inflation) that will save the community an estimated \$14.8 million.
- Approved an Interlocal Agreement with Spokane County for the continuation of the provision of law enforcement services through the Spokane County Sheriff's Department that will run through 2022. This updated agreement incorporated eleven goals the Council approved in July 2016.
- Approved a City reorganization that resulted in the combination of the Public Works and Community Development Departments that resulted in the reduction of .65 FTEs.

Goals for 2018

- Continue to work with state and federal legislators towards obtaining financial assistance for the Barker and Pines Grade Separation Projects.
- Continue to pursue a plan to sustain the City's Pavement Preservation Program, to include sustained financing in Street Fund #101 and Pavement Preservation Fund #311.
- Pursue a strategic plan for financing and completing all grade separation project.
- Pursue state and federal financial assistance to address transportation concerns along the entire Barker Corridor.
- Pursue financing for Browns Park, Balfour Park, and Appleway Trail amenities, and continue the acquisition of park land.
- Continue and expand where possible economic development efforts. Complete the development of implementation strategies for the retail and tourism studies that were completed in 2016.
- Foster relationships with federal, state and local legislators including the Spokane County Board of Commissioners.

Budget Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Personnel - FTE Equivalents					
Mayor	1.0	1.0	1.0	1.0	1.0
Council	6.0	6.0	6.0	6.0	6.0
Total FTEs	<u>7.0</u>	<u>7.0</u>	<u>7.0</u>	<u>7.0</u>	<u>7.0</u>
Budget Detail					
Wages, Payroll Taxes & Benefits	\$ 191,856	\$ 206,705	\$ 204,931	\$ 230,922	\$ 233,194
Supplies	2,379	2,908	4,535	4,550	4,950
Services & Charges	211,573	157,665	166,826	307,400	310,350
Total Legislative Branch	<u>\$ 405,808</u>	<u>\$ 367,278</u>	<u>\$ 376,292</u>	<u>\$ 542,872</u>	<u>\$ 548,494</u>

Fund: 001	General Fund	Spokane Valley
Dept: 013	Executive Branch	2018 Budget

013 - City Manager Division

This department is accountable to the City Council for the operational results of the organization, effective support of elected officials in achieving their goals, fulfillment of the statutory requirements of the City Manager, implementation of City Council policies, and provision of a communication linkage between citizens, the City Council, City departments, and other government agencies.

Accomplishments for 2017

- Worked to support the City Council's 2017 Goals as referenced in the Legislative Branch Budget.
- Prepared a 2018 Budget that maintained existing levels of service and provided modest program enhancements with an increase to General Fund recurring expenditures of just 1.81%.
- Worked with all City departments to update the 2018 Business Plan that is a guide to the development of the 2018 Budget which is accomplished by linking together community priorities, financial projections and City Council goals.
- Worked with State Lobbyists on behalf of City interests.
- Prepared a 2018 Council Legislative Agenda that was discussed by Council on three separate occasions. This was followed by a separate meeting with our local legislative delegation where the Councilmembers and Legislators discussed areas of common interest, including our legislative agenda.
- Working with the Finance Department, provided updated financial information to Moody's Investors service which lead to an upgrade to the City's bond rating from "Aa3" to "Aa2".
- Led a Library Ad Hoc Committee composed of both Staff and Elected representatives of both the City and Spokane County Library District (SCLD) whose mission was to work towards a plan that advanced the design and eventual construction of a library structure at the corner of Sprague and Herald. In 2017 this led to a five-year extension of an Interlocal Agreement (now running through October 2022) between the City and the SCLD that gives them time to develop a plan on how to proceed with a process that leads to a library design and eventual passage of a voted bond issue.
- Worked with the City Attorney's Office and other staff through a competitive bid process for a solid waste collection contract. This ultimately lead to Council's award of a ten-year collection contract valued at approximately \$120 million (ignoring inflation) and a savings to the community of \$14.8 million.
- Following Council's July 2016 adoption of eleven specific law enforcement service goals, worked with a team of City employees and representatives of the Spokane County Sheriff's Department to successfully negotiate a contract extension that runs through December 2022.
- Worked with the Deputy City Manager on a reorganization that combined the Public Works and Community and Economic Development Departments.
- Provided leadership support for the strengthening and promotion of Spokane Valley's core values and fiscal policies.

Goals for 2018

- Work to support City Council's 2018 Goals as referenced under the Legislative Budget.
- Present Council with a balanced 2019 Budget.
- Work with Federal and State Lobbyists on behalf of the interests of our City.
- Prepare the Legislative Agenda for Council consideration.
- Continue efforts to support economic development.

Budget Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Personnel - FTE Equivalents					
City Manager	1.0	1.0	1.0	1.0	1.0
City Clerk	1.0	1.0	1.0	1.0	1.0
Deputy City Clerk	1.0	1.0	1.0	1.0	1.0
Administrative Analyst	0.0	0.0	0.0	0.0	1.0
Senior Administrative Analyst	0.0	0.0	0.0	0.0	1.0
Administrative Assistant (CC)	1.0	1.0	1.0	1.0	1.0
Executive Assistant (CM)	1.0	1.0	1.0	1.0	1.0
Total FTEs	<u>5.0</u>	<u>5.0</u>	<u>5.0</u>	<u>5.0</u>	<u>7.0</u>

Budget Detail

Wages, Payroll Taxes & Benefits	\$ 596,336	\$ 604,629	\$ 785,184	\$ 655,325	\$ 877,105
Supplies	629	2,169	1,014	3,300	4,300
Services & Charges	38,639	58,211	30,804	65,810	74,840
Nonrecurring expenses	0	3,161	453,116	0	0
Total City Manager Division	<u>\$ 635,604</u>	<u>\$ 668,170</u>	<u>\$ 1,270,118</u>	<u>\$ 724,435</u>	<u>\$ 956,245</u>

Fund: 001

General Fund

Spokane Valley

Dept: 013

Executive Branch

2018 Budget

015 - City Attorney Division**Accomplishments for 2017**

- Assisted in conducting RFP for solid waste collection services and negotiating, drafting, and executing solid waste collection contract with Waste Management.
- Drafted new sidewalk snow removal provisions; primary staff liaison to sidewalk snow *ad hoc* committee.
- Advised on various issues arising in the proposed Painted Hill development.
- Participated on the City negotiation team for amendments to the law enforcement interlocal agreement.
- Advised on issues relating to the 2017 legislative agenda.
- Advised on many issues relating to completion of the Sullivan Bridge.
- Members of the new City Hall construction management team.
- Drafted a model franchise and development regulations relating to small cell technology.
- Reviewed and advised on numerous public record requests and related issues.
- Provided training for Council and staff on a range of issues.
- 16th/17th Avenue property clean-ups; implemented new procedure to secure and abate unsafe dwellings.

Goals for 2018

- Have a fully operational office that proactively assists in program development, advises all departments on legal issues in a timely manner and manages all potential and existing litigation.
- Work with Community and Public Works and Finance in identifying and implementing economic development options.
- Assist other departments in analyzing and mapping existing processes to determine compliance with laws and whether higher levels of customer service can be achieved.
- Assist Council and staff in accomplishing items on the 2017 Legislative Agenda.

Budget Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Personnel - FTE Equivalents					
City Attorney	1.0	1.0	1.0	1.0	1.0
Deputy City Attorney	1.0	1.0	1.0	1.0	1.0
Attorney	0.0	0.0	0.0	0.0	0.5
Administrative Assistant - Legal	1.0	1.0	1.0	1.0	1.0
Total FTEs	<u>3.0</u>	<u>3.0</u>	<u>3.0</u>	<u>3.0</u>	<u>3.5</u>
Interns	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>
Budget Detail					
Wages, Payroll Taxes & Benefits	\$ 357,098	\$ 374,113	\$ 407,008	\$ 434,041	\$ 506,481
Supplies	2,158	700	623	2,105	1,951
Services & Charges	87,532	83,954	80,362	79,848	86,320
Nonrecurring expenses	0	0	0	0	4,809
Total City Attorney Division	<u>\$ 446,788</u>	<u>\$ 458,767</u>	<u>\$ 487,993</u>	<u>\$ 515,994</u>	<u>\$ 599,561</u>

Fund: 001	General Fund	Spokane Valley
Dept: 016	Public Safety	2018 Budget

The Public Safety department budget provides funds for the protection of persons and property in the city. The City contracts with Spokane County for law enforcement, district court, prosecutor services, public defender services, probation services, jail and animal control services. See following page for detail information on each budgeted section.

Recurring Expenditures:

Judicial System - The Spokane County District Court is contracted to provide municipal court services. The contract provides for the services of judge and court commissioner with related support staff. Budgeted amount also includes jury management fees.	\$ 2,162,676
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Law Enforcement - The Spokane County Sheriff's Office is responsible for maintaining law and order and providing police services to the community under the direction of the Police Chief. The office provides for the preservation of life, protection of property, and reduction of crime.	20,813,348
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Jail System - Spokane County provides jail and probation services for persons sentenced by any City of Spokane Valley Municipal Court Judge for violating laws of the city or state.	1,588,841
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Animal Control - Spokane County will provide animal control services to include licensing, care and treatment of lost or stray animals, and response to potentially dangerous animal confrontations.	299,636
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Non-Departmental

Fines and forfeitures to the State of Washington	579,750
Grant expenditures	20,000
Total Recurring Expenditures	<u>25,464,251</u>

Nonrecurring Expenditures:

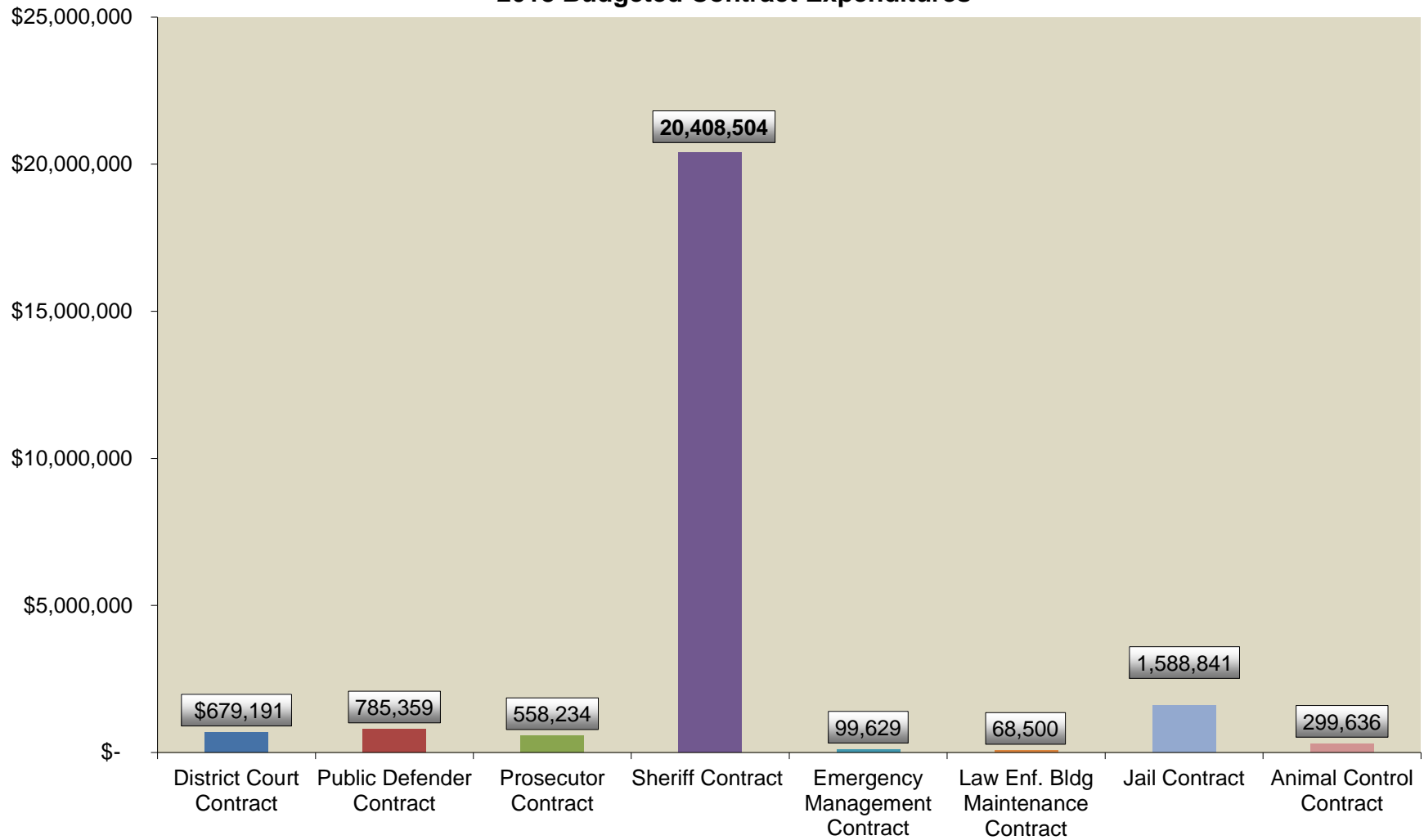
Capital outlay - Full facility generator	<u>100,000</u>
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Total Recurring and Nonrecurring Expenditures	<u><u>\$ 25,564,251</u></u>
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**City of Spokane Valley
2018 Budget
016 - Public Safety**

	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
Recurring:					
Judicial System:					
District Court Contract	\$ 820,628	\$ 656,129	\$ 658,049	\$ 769,083	\$ 679,191
Public Defender Contract	649,831	710,289	649,831	721,630	785,359
Prosecutor Contract	410,196	479,782	534,942	542,747	558,234
Pretrial Services Contract	117,048	131,041	133,275	135,432	139,892
Subtotal Judicial System	<u>1,997,703</u>	<u>1,977,241</u>	<u>1,976,097</u>	<u>2,168,892</u>	<u>2,162,676</u>
Law Enforcement System:					
Sheriff Contract	17,731,187	18,205,133	18,361,356	20,036,884	20,408,504
Emergency Management Contract	82,237	88,070	87,705	89,371	99,629
Wages, Payroll Taxes & Benefits	6,506	2,617	2,375	3,000	3,000
Operating Supplies	3,388	2,144	3,092	4,000	3,500
Repair & Maintenance. Supplies	3,343	2,007	994	2,500	2,000
Professional Services	0	1,334	0	0	0
Postage	0	0	3,316	0	0
Electricity/Gas	20,887	18,953	16,976	22,000	20,000
Water	1,497	1,275	1,366	1,600	1,500
Sewer	850	995	2,307	2,500	2,500
Waste Disposal	3,462	3,372	3,400	3,500	3,500
Law Enf. Bldg Maintenance Contract	58,331	76,076	61,814	70,000	68,500
Taxes and Assessments	715	715	715	715	715
Miscellaneous Services/Contingency	250	550	0	180,000	200,000
Crywolf Charges & Fees	48,348	48,419	43,792	50,000	0
Umpqua Bank Fees	5,726	9,418	8,789	10,000	0
Subtotal Law Enforcement System	<u>17,966,727</u>	<u>18,461,078</u>	<u>18,597,997</u>	<u>20,476,070</u>	<u>20,813,348</u>
Jail System:					
Jail Contract	996,557	1,213,502	1,322,894	1,389,039	1,588,841
Work Release (Geiger)	151,158	0	0	0	0
Subtotal Jail System	<u>1,147,715</u>	<u>1,213,502</u>	<u>1,322,894</u>	<u>1,389,039</u>	<u>1,588,841</u>
Other:					
Fines & Forfeitures State Remittance	637,014	587,446	561,476	602,250	579,750
Animal Control Contract	287,081	290,228	291,209	294,121	299,636
Non-Capital Equipment for JAG Grant	0	4,579	0	20,000	20,000
Settle & Adjust	0	(753,653)	0	0	0
Non-Capital Equipment for 2011 JAG Grant	8,010	0	0	0	0
Non-Capital Equipment for 2013 JAG Grant	20,495	0	0	0	0
Non-Capital Equipment for WASPC Grant	6,020	0	0	0	0
JAG - Wireless Cards	3,979	0	0	0	0
SVPD Wireless Cards	434	0	0	0	0
Travel/Mileage/Meals	0	74	0	0	0
Nighttime Seatbelt Patrol Overtime	1,647	0	0	0	0
Drive Hammered - Get Nailed Grant	19,802	8,743	0	0	0
Office Furniture & Equipment	0	36,823	67,187	0	0
Distracted Driving	0	331	0	0	0
Click it or Ticket	0	714	0	0	0
T2T seatbelt patrols	0	724	0	0	0
Subtotal Other	<u>984,482</u>	<u>176,009</u>	<u>919,872</u>	<u>916,371</u>	<u>899,386</u>
Subtotal Recurring	<u>22,096,627</u>	<u>21,827,830</u>	<u>22,816,860</u>	<u>24,950,372</u>	<u>25,464,251</u>
Nonrecurring:					
Building Repair and Maintenance	22,159	8,863	56,934	0	0
LEC Labor Contract Settlement	0	224,244	0	0	0
Full Facility Generator	0	0	0	0	100,000
Capital outlay - CAD / RMS	7,468	294,575	177,126	145,000	0
Subtotal Nonrecurring	<u>29,627</u>	<u>527,682</u>	<u>234,060</u>	<u>145,000</u>	<u>100,000</u>
Total Public Safety	<u>\$ 22,126,254</u>	<u>\$ 22,355,512</u>	<u>\$ 23,050,920</u>	<u>\$ 25,095,372</u>	<u>\$ 25,564,251</u>

**City of Spokane Valley
2018 Budgeted Contract Expenditures**



Fund: 001	General Fund	Spokane Valley
Dept: 018	Operation & Administrative Services	2018 Budget

The Operations & Administrative Services Department is composed of three divisions, the Deputy City Manager Division, the Finance Division, and the Human Resources Division.

013 - Deputy City Manager Division

The Deputy City Manager (DCM) supervises the Community and Public Works Department, assists the City Manager in organizing and directing the other operations of the City, and assumes the duties of City Manager in his/her absence.

Accomplishments for 2017

- Worked to support the 2017 Goals of the Legislative and Executive Branch.
- Worked with the City Manager to develop and implement a reorganization that combined the Public Works and Community and Economic Development Departments. This resulted in a reduction of .65 FTEs and reduced payroll costs by approximately \$200,000. The end result was the creation of three separate but interlinked divisions including:
 - Building and Planning
 - Engineering (including Street Maintenance in Fund #101)
 - Economic Development
- Coordinated the efforts of the City Hall construction and moving teams that led to the completion of the project within budget in terms of both time and cost.
- Directed the City's Economic Development program which included:
 - Strategic initiatives to prepare the City's Northeast Industrial Area for development including creating a streamlined permitting process and extending critical infrastructure into the area.
 - Coordinated with Spokane County to not only extend sewer service within City roads but also to future industrial developments.
 - Completed the 2017 marketing program which included the development of a dedicated economic development website.
 - Continued recruitments for two large industrial projects.
 - Improved the 6 year Transportation Improvement Plan development process.
- Directed the Engineering Division and recruited a City Engineer
- Began the design process for the Barker and Pines Grade Separation Projects.
- Improved the City's relationship with the Washington State Department of Transportation.
- Oversaw the completion of the Sullivan Road Bridge Project.
- Reviewed the Pavement Management Program and initiated improvements for determining the City's financial needs.
- Completed the environmental determination process for the Painted Hills development.

Goals for 2018

- Support the 2018 Goals of the Legislative and Executive Branch.
- Work with the City Manager and Staff to develop the 2019 Business Plan.
- Continue to improve staff communication and efficiency as part of the 2017 reorganization.
- Complete the recruitment processes for ongoing large industrial projects.
- Complete the designs for the Barker and Pines Grade Separation Projects.
- Determine the City's financial need for the Pavement Management Program.

Budget Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Personnel - FTE Equivalents					
Deputy City Manager	1.0	1.0	1.0	1.0	1.0
Senior Administrative Analyst	1.0	1.0	1.0	1.0	0.0
Public Information Officer	1.0	1.0	1.0	1.0	0.0
Administrative Analyst	1.0	1.0	1.0	1.0	0.0
Office Assistant I	1.0	1.0	1.0	1.0	1.0
Office Assistant II	1.0	1.0	1.0	1.0	1.0
Total FTEs	<u>6.0</u>	<u>6.0</u>	<u>6.0</u>	<u>6.0</u>	<u>3.0</u>
Intern	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>0.0</u>
Budget Detail					
Wages, Payroll Taxes & Benefits	\$ 496,278	\$ 612,576	\$ 518,914	\$ 672,977	\$ 358,493
Supplies	2,519	1,089	1,137	2,000	2,000
Services & Charges	36,663	59,134	89,147	77,300	90,170
Nonrecurring Software Purchase (Q-Alert)	0	0	0	0	11,700
Total Deputy City Manager Division	<u>\$ 535,460</u>	<u>\$ 672,799</u>	<u>\$ 609,198</u>	<u>\$ 752,277</u>	<u>\$ 462,363</u>

Fund: 001	General Fund	Spokane Valley
Dept: 018	Operation & Administrative Services	2018 Budget

014 - Finance Division

The Finance Division provides financial management services for all City departments. Programs include accounting and financial reporting, payroll, accounts payable, purchasing, budgeting and financial planning, treasury, information technology and investments. The division is also responsible for generating and analyzing financial data related to the City's operations. The department prepares Finance Activity Reports for review by the City Manager and City Council as well as the Comprehensive Annual Financial Report (CAFR) that is subject to an annual audit by the Washington State Auditor's Office.

Accomplishments for 2017

- Implemented audit recommendations.
- Improved accuracy in the financial statement preparation process.
- Completed the 2016 CAFR by May 30, 2017, and received a "clean audit opinion".
- Maintained consistent levels of service in payroll, accounts payable, budget development, periodic financial report preparation, and information technology services.
- Continued with the ongoing process of refining the replacement program for IT resources.
- Worked with all City departments for a seamless physical and technological transfer of operations to the new City Hall building.
- Acquired and installed equipment necessary for the broadcast of City Council meetings in the Council Chambers of the new City Hall building.

Goals for 2018

- Maintain a consistent level of service in payroll, accounts payable, budget development, periodic and annual financial report preparation and information technology services.
- Work with Finance staff to cross-train position responsibilities and knowledge base where possible.
- Provide adequate training opportunities to allow staff members to remain current with changes in pronouncements by the Governmental Accounting Standards Board (GASB), changes in the Eden financial management system, and changes in the electronic technology that allows all City employees to be more efficient and effective.
- Complete the 2017 Annual Financial Report by May 30, 2018, and receive a "clean audit opinion" from the Washington State Auditor's Office.
- Continue with the ongoing process of refining the replacement program for IT hardware resources including server hardware, network hardware, printers, and network-based appliances (firewalls, email backup, network switches, intrusion prevention hardware, etc.), desktop computers, and the phone system. This will continue to be the foundation for future budget developments and in large part dictate operational workload through the course of the next year.
- Update the existing inventory of all related equipment currently deployed including when it was acquired, its expected useful life, anticipated replacement date, and replacement cost.

Budget Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Personnel - FTE Equivalents					
Finance Director	1.00	1.00	1.00	1.00	1.00
Accounting Manager	1.00	1.00	1.00	1.00	1.00
Accountant/Budget Analyst	3.75	3.75	3.75	3.75	3.75
Accounting Technician	2.00	2.00	2.00	2.00	2.00
IT Specialist	2.00	2.00	2.00	3.00	3.00
GIS/Database Administrator	1.00	1.00	1.00	1.00	1.00
Help Desk Technician	1.00	1.00	1.00	0.00	0.00
Total FTEs	<u>11.75</u>	<u>11.75</u>	<u>11.75</u>	<u>11.75</u>	<u>11.75</u>

Budget Detail

Wages, Payroll Taxes & Benefits	\$ 1,057,271	\$ 1,028,666	\$ 1,149,070	\$ 1,252,460	\$ 1,308,614
Supplies	4,946	2,826	5,147	6,000	6,450
Services & Charges	36,520	30,817	19,181	24,000	24,000
Total Finance Division	<u>\$ 1,098,737</u>	<u>\$ 1,062,309</u>	<u>\$ 1,173,398</u>	<u>\$ 1,282,460</u>	<u>\$ 1,339,064</u>

Fund: 001

General Fund

Spokane Valley

Dept: 018

Operation & Administrative Services

2018 Budget

016 - Human Resources Division

Human Resources (HR) is administered through the City Manager. The HR operation provides services in compensation, benefits, training and organizational development, staffing, employee relations, and communications. The Human Resources Office also provides Risk Management services as well as Website and Mobile App design and maintenance

Accomplishments for 2017

- Provided support and guidance to employees and managers through the reorganization of Public Works and CED.
- Evaluated Employee risk codes in compliance with State Labor and Industries.
- Achieved the AWC WellCity Award for the 6th consecutive year.
- Coordinated Active Shooter and Personal Safety training for Staff.
- Assisted Council with the development of the City Manager review process.

Goals for 2018

- Negotiate the successor bargaining agreement with the Labor Union representing City employees.
- Respond to internal as well as external forces to recruit and maintain a high performing workforce.
- Continue to support employee wellness through attainment of the AWC WellCity Award.
- Support City departments in changes due to City Hall relocation.
- Provide Employee Ethics training to City Staff.

Budget Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Personnel - FTE Equivalents					
Human Resource Manager	1.0	1.0	1.0	1.0	1.0
Human Resource Technician	1.0	1.0	1.0	1.0	1.0
Total FTEs	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>
Budget Detail					
Wages, Payroll Taxes & Benefits	\$ 208,063	\$ 216,518	\$ 226,290	\$ 237,356	\$ 254,577
Supplies	679	434	234	730	580
Services & Charges	20,941	18,648	15,710	24,331	20,230
Total Human Resources Division	<u>\$ 229,683</u>	<u>\$ 235,600</u>	<u>\$ 242,234</u>	<u>\$ 262,417</u>	<u>\$ 275,387</u>

Fund: 001	General Fund	Spokane Valley
Dept: 032	Public Works	2018 Budget

The Public Works Department was consolidated into the new Community and Public Works Department during the City's reorganization effective April 1, 2017. Historical information will be included here for comparison purposes until the prior years' activity drops off of the below Budget Summary.

Budget Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Personnel - FTE Equivalents					
Public Works Director	1.0	1.0	1.0	1.0	0.0
Administrative Assistant	2.0	2.0	2.0	2.0	0.0
Capital Improvements Program Manager	0.0	0.0	1.0	1.0	0.0
Engineer	1.0	1.0	1.0	1.0	0.0
Engineering Technician I	2.0	2.0	2.0	2.0	0.0
Engineering Technician II	1.0	1.0	1.0	1.0	0.0
Maint/Const Inspector	0.5	0.5	0.5	0.5	0.0
Planning Grants Engineer	0.375	0.375	0.375	0.375	0.0
Senior Engineer	2.0	1.0	0.0	0.0	0.0
Senior Engineer - Proj Mgmt	1.0	2.0	2.0	2.0	0.0
Total FTEs	<u>10.875</u>	<u>10.875</u>	<u>10.875</u>	<u>10.875</u>	<u>0.0</u>
Budget Detail					
Wages, Payroll Taxes & Benefits	\$ 647,097	\$ 684,666	\$ 660,386	\$ 845,082	\$ 0
Supplies	10,481	11,149	9,209	14,750	0
Services & Charges	51,768	42,913	102,733	61,800	0
Nonrecurring expenses	9,540	0	0	0	0
Total Public Works	<u>\$ 718,886</u>	<u>\$ 738,728</u>	<u>\$ 772,328</u>	<u>\$ 921,632</u>	<u>0</u>

Fund: 001

General Fund

Spokane Valley

Dept: 033

City Hall Operations and Maintenance

2018 Budget

The Community and Public Works Division provides management and oversight of the City Hall Operations and Maintenance Department. This department is responsible for the overall operations and maintenance of the new City Hall facility, the construction of which broke ground in June of 2016 and was completed in the Fall of 2017. The building is located on a 3.38 acre site at the southeast corner of Sprague Avenue and Dartmouth Road. The City Hall Operations and Maintenance Department will be responsible for, among other things, the grounds maintenance, janitorial services, and maintenance of the HVAC and other building systems. This department will also be responsible for the operations and maintenance of other City facilities, such as the Valley Precinct and the Street Maintenance Shop, as time allows.

Budget Summary

	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
Personnel - FTE Equivalents					
Maintenance Worker - Facilities	0.0	0.0	0.0	1.0	1.0
Total FTEs	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>1.0</u>	<u>1.0</u>
Budget Detail					
Wages, Payroll Taxes & Benefits	\$ 0	\$ 0	\$ 0	\$ 98,818	\$ 100,943
Supplies	0	0	0	\$ 30,000	\$ 30,000
Services & Charges	0	0	0	\$ 175,100	\$ 175,100
Total Administrative Division	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 303,918</u>	<u>\$ 306,043</u>

Fund: 001**General Fund****Spokane Valley****Dept: 040****Community & Public Works****2018 Budget**

The Community and Public Works Department is a new department as a result of the City's reorganization effective April 1, 2017. This Department is a consolidation of the previous Public Works and Community and Economic Development Departments. It is comprised of three divisions: the Engineering Division, the Economic Development Division, and the Building and Planning Division.

041 - Engineering Division

The Engineering Division combines Development Engineering from the previous Community & Economic Development Department with the engineering service provided by the previous Public Works Department. The Engineering Division includes the following functions:

Capital Improvement Program (CIP) plans, designs, and constructs new facilities and maintains, preserves, and reconstructs existing facilities owned by the City of Spokane Valley.

Development Engineering (DE) ensures that land actions and commercial building permits comply with the adopted codes for private infrastructure development through plan review and construction inspection.

Traffic Management and Operations provides traffic engineering for safe and efficient multi-faceted transportation systems throughout the City (included in the Street Fund #101).

Utilities oversees the City's surface and Stormwater Utility, manages the City's contracts for solid waste collection and disposal, and coordinates other utility issues on behalf of the City as assigned (included in the Stormwater Management Fund #402).

Street Maintenance provides responsive maintenance and repairs for 461 center line miles of City streets. The City of Spokane Valley operates ten City-owned snow plows which are responsible for the clearing of the priority 1 and 2 roads along with selected hillsides (included in the Street Fund #101).

Accomplishments for 2017

- Implemented approved capital projects.
- Administered and managed state and federal funds received for capital projects.
- Assisted with the development of the updated Transportation Improvement Plan.
- Assisted with the preparation of grant applications for capital projects.
- Completed 2017 Pavement Preservation Projects as approved.
- Participated in the update of the Eastern Washington Stormwater Manual.
- Coordinated regional transportation issues with SRTC, adjoining municipalities, and WSDOT.
- Provided high quality customer service by maintaining engineering/planning review times of less than 2 weeks.

Goals for 2018

- Implement approved capital projects
- Administer and manage state and federal funds received for capital projects.
- Assist with the preparation of grant applications for capital projects.
- Prepare final design for Barker Road and Pines Road Grade Separation Projects.
- Continue work on permit process and customer service improvement.
- Continue to coordinate regional transportation issues with SRTC, adjoining municipalities, and WSDOT.

(continued on next page)

Fund: 001	General Fund	Spokane Valley
Dept: 040	Community & Public Works	2018 Budget

(continued from prior page)

Budget Summary					
	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Personnel - FTE Equivalents					
City Engineer	0.0	0.0	0.0	0.0	1.0
Administrative Assistant	0.0	0.0	0.0	0.0	2.0
Engineering Manager	0.0	0.0	0.0	0.0	1.0
Senior Engineer-Prodi Mgmt.	0.0	0.0	0.0	0.0	1.5 *
Engineering Tech II	0.0	0.0	0.0	0.0	0.5 *
Engineering Tech I	0.0	0.0	0.0	0.0	1.0 *
Senior Dev Engineer	0.0	0.0	0.0	0.0	1.0
Engineer	0.0	0.0	0.0	0.0	1.0
Main/Construction Inspector	0.0	0.0	0.0	0.0	2.0
Water Resource Sr. Engineer	0.0	0.0	0.0	0.0	1.0
Total FTEs	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>12.0</u>
Budget Detail					
Wages, Payroll Taxes & Benefits	\$ 0	\$ 0	\$ 0	\$ 0	\$ 1,424,787
Supplies	0	0	0	0	27,750
Services & Charges	0	0	0	0	120,410
Nonrecurring Items	0	0	0	0	0
Total Engineering Division	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 1,572,947</u>

* 50% of these positions are budgeted to the Engineering Division in the General Fund with the balance budgeted as a part of Capital Projects Funds.

Fund: 001

General Fund

Spokane Valley

Dept: 040

Community & Public Works

2018 Budget

042 - Economic Development Division

The Economic Development Division oversees the Comprehensive Plan, the Six-Year Transportation Improvement Plan (TIP), Community Development Block Grants and Public Relations. The Division works to build relationships with businesses, the community, and economic development partners to pursue economic development strategies ensuring long-term fiscal strength of the City.

Accomplishments for 2017

- Administered the annual Comprehensive Plan update process.
- Developed the 2018-2023 Six-Year Transportation Improvement Program.
- Coordinated the City's Pavement Management Program.
- Authored the City's capital improvement grant applications.
- Developed a Planned Action Ordinance for NE Industrial Area.
- Worked with Spokane County to extend sewer to the NE Industrial Area.
- Created SEPA infill exemption areas to streamline development.
- Continued to implement the strategic marketing plan.
- Provided information to the general public, media, outside agencies, and community agencies.
- Continued to collaborate with economic development partners.
- Provided technical support to recruit new industries.
- Coordinated the Community Development Block Grant program.

Goals for 2018

- Implement the retail recruitment strategy.
- Develop a comprehensive prioritized Pavement Management Program.
- Pursue infrastructure improvements to foster economic development.
- Build and implement strategies to promote business growth.
- Continue to implement the strategic marketing plan.
- Strengthen relationships with our economic development partners.
- Seek grants to support economic development initiatives.
- Identify additional CDBG program opportunities.
- Develop tools and programs to support small business retention and expansion.
- Participate in regional economic, transportation, and planning committees.
- Develop a long range capital improvement program that integrates transportation, water, stormwater, and other facility plans
- Seek opportunities to implement the tourism strategy.
- Partner and promote events such as Valleyfest, the Bike Swap, Crave NW, and Cycle Celebration.
- Seek partnership opportunities with schools and workforce development agencies.
- Continue to use strategic initiatives to recruit, expand, and retain businesses.

Budget Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Personnel - FTE Equivalents					
Economic Development Manager	0.0	0.0	0.0	0.0	1.0
Economic Development Specialist	0.0	0.0	0.0	0.0	2.0
Planning Grants Engineer	0.0	0.0	0.0	0.0	0.375 *
Public Information Officer	0.0	0.0	0.0	0.0	1.0
Senior Transportation Planner	0.0	0.0	0.0	0.0	1.0
Office Assistant I	0.0	0.0	0.0	0.0	1.0
Total FTEs	0.0	0.0	0.0	0.0	6.375
Intern	0.0	0.0	0.0	0.0	1.0
Budget Detail					
Wages, Payroll Taxes & Benefits	\$ 0	\$ 0	\$ 0	\$ 0	\$ 679,852
Supplies	0	0	0	0	2,500
Services & Charges	0	0	0	0	288,290
Nonrecurring - Retail Recruiter	0	0	0	0	50,000
Total Engineering Division	\$ 0	\$ 0	\$ 0	\$ 0	\$ 1,020,642

* Position is budgeted 37.5% here in the General Fund, 37.5% in the Street Fund #101, and 25% in the Stormwater Fund #402

Fund: 001	General Fund	Spokane Valley
Dept: 040	Community & Public Works	2018 Budget

043 - Building and Planning Division

The Building and Planning Division is responsible for implementing and enforcing the State Building Code as required by state law. The purpose of the International Codes, as adopted by the State of Washington and City of Spokane Valley, is to promote the health, safety, and welfare of the occupants or users of the building and structures and the general public by requiring minimum performance standard for structural strength, exit systems, stability sanitation, light, ventilation, energy conservation, and fire safety to ensure the City's comply with various codes.

The Planning program's current primary responsibilities include processing revisions to the City's Municipal Code, reviewing land use applications to ensure compliance with adopted development regulations, with the State Environmental Policy Act (SEPA)(RCW 43.21C), and with the state subdivision law (RWC 58.17).

Accomplishments for 2017

- Created and implemented a customer service survey.
- Improved residential building review at the Permit Center Counter with increased counter reviews performed by Permit Facilitators and creation of a Multiple Use Plan Program.
- Developed Swimming Pool, ROW Process & Submittal Guide as informational bulletins for public assistance.
- Maintained and enhanced partnerships with Spokane, Spokane County and outside review agencies.
- Implemented Code Enforcement process changes to incorporate Office Assistant and Building Inspector.
- Residential Approach Inspection shifted to Building Inspectors.
- Created and implemented a Regional Special Inspection and Fabricator program involvement in case creation and field investigation.
- Coordinated progress reports on Regional Hazard Mitigation Plan.
- Created custom reports in permitting system to meet the needs of outside reporting agencies.

Goals for 2018

- Work on permit processes and customer service improvement plan to enhance customer experience at the Permit Center.
- Develop performance measures .
- Coordinate on central reporting function in SMARTGov System.
- Expand on-line permit system.
- Incorporate data from SVFD records to facilitate re-use of existing vacant buildings and tenant spaces.
- Increase efforts to establish and maintain relationships with regional jurisdictions and outside review agencies.
- Implement Code Enforcement educational awareness program to inform the public.
- Provide cross training of staff to facilitate coverage during times of lean staffing.
- Coordinate with regional partners on the Hazard Mitigation Plan.
- Assist in the finalization of Municipal Code updates.
- Process 2017 Comprehensive Plan amendments.

Budget Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Personnel - FTE Equivalents					
Building Official	0.0	0.0	0.0	0.0	1.0
Assistant Building Official	0.0	0.0	0.0	0.0	1.0
Building Inspector II	0.0	0.0	0.0	0.0	3.0
Administrative Assistant	0.0	0.0	0.0	0.0	1.0
Planner	0.0	0.0	0.0	0.0	3.0
Development Service Coordinator	0.0	0.0	0.0	0.0	1.0
Engineering Tech	0.0	0.0	0.0	0.0	1.0
Office Assistant I	0.0	0.0	0.0	0.0	2.0
Permit Facilitator	0.0	0.0	0.0	0.0	2.0
Plans Examiner	0.0	0.0	0.0	0.0	1.0
Senior Plans Examiner	0.0	0.0	0.0	0.0	1.0
Code Enforcement Officer	0.0	0.0	0.0	0.0	1.0
Senior Planner	0.0	0.0	0.0	0.0	1.0
Total FTEs	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>0.0</u>	<u>19.0</u>
Budget Detail					
Wages, Payroll Taxes & Benefits	\$ 0	\$ 0	\$ 0	\$ 0	\$ 1,876,477
Supplies	0	0	0	0	44,200
Services & Charges	0	0	0	0	325,000
Intergovernmental Payments	0	0	0	0	20,000
Total Building Division	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 2,265,677</u>

Fund: 001

General Fund

Spokane Valley

Dept: 058

Community & Economic Development

2018 Budget

The Community and Economic Development Department was consolidated into the new Community and Public Works Department during the City's reorganization effective April 1, 2017. Historical information will be included here for comparison purposes until the prior years' activity drops off of the below Budget Summary.

050 - Administration Division**Budget Summary**

	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Personnel - FTE Equivalents					
Community Development Director	1.0	1.0	1.0	1.0	0.0
Administrative Assistant	1.0	1.0	1.0	1.0	0.0
Total FTEs	2.0	2.0	2.0	2.0	0.0

Budget Detail

Wages, Payroll Taxes & Benefits	\$ 227,397	\$ 237,232	\$ 247,129	\$ 206,762	\$ 0
Supplies	3,582	2,553	3,207	3,100	0
Services & Charges	12,022	10,785	11,381	18,600	0
Nonrecurring Professional Services	32,410	206,704	335,204	0	0
Total Administrative Division	\$ 275,410	\$ 457,274	\$ 596,921	\$ 228,462	\$ 0

051 - Economic Development Division**Budget Summary**

	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Personnel - FTE Equivalents					
Engineer	0.0	0.5	0.65	0.65	0.0
Senior Planner - CD	0.0	1.0	1.0	1.0	0.0
E.D. Project Specialist	0.0	1.0	1.0	1.0	0.0
Total FTEs	0.0	2.5	2.65	2.65	0.0

Budget Detail

Wages, Payroll Taxes & Benefits	\$ 0	\$ 234,966	\$ 291,881	\$ 420,432	\$ 0
Supplies	0	6	965	1,100	0
Services & Charges	0	3,930	191,615	271,300	0
Nonrecurring Services & Charges	0	0	0	164,200	0
Total Administrative Division	\$ 0	\$ 238,902	\$ 484,461	\$ 857,032	\$ 0

Fund: 001

General Fund

Spokane Valley

Dept: 058

Community & Economic Development

2018 Budget

055/056 - Development Services Division**Budget Summary**

	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Personnel - FTE Equivalents					
Development Services Manager	0.0	1.0	1.0	1.0	0.0
Engineer	1.5	2.0	2.0	2.0	0.0
Assistant Engineer	1.0	1.0	1.0	1.0	0.0
Senior Planner	0.0	1.0	1.0	1.0	0.0
Planner	0.0	2.0	2.0	2.0	0.0
Maint/Construction Inspector	1.0	1.0	1.0	1.0	0.0
Code Enforcement Officer	0.0	1.0	1.0	0.0	0.0
ROW Inspector	1.0	1.0	1.0	1.0	0.0
Office Assistant I	1.0	1.0	1.0	1.0	0.0
Senior Engineer	1.0	0.0	0.0	0.0	0.0
Engineering Technician	0.5	0.0	0.0	0.0	0.0
Total FTEs	7.0	11.0	11.0	10.0	0.0

Budget Detail

Wages, Payroll Taxes & Benefits	\$ 1,278,597	\$ 1,115,465	\$ 1,158,836	\$ 1,133,484	0
Supplies	7,862	10,058	10,657	16,550	0
Services & Charges	257,861	246,964	251,364	263,350	0
Intergovernmental Payments	0	0	21,662	20,000	0
Total Engineering Division	\$ 1,544,320	\$ 1,372,487	\$ 1,442,519	\$ 1,433,384	0

057 - Building Division**Budget Summary**

	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Personnel - FTE Equivalents					
Building Official	1.0	1.0	1.0	1.0	0.0
Building Inspector II	3.0	3.0	3.0	3.0	0.0
Planner	2.0	2.0	2.0	1.0	0.0
Development Service Coordinator	1.0	1.0	1.0	1.0	0.0
Engineering Tech	1.0	1.0	1.0	1.0	0.0
Office Assistant I	1.0	2.0	2.0	2.0	0.0
Permit Facilitator	2.0	2.0	2.0	2.0	0.0
Plans Examiner	0.5	1.0	1.0	1.0	0.0
Senior Plans Examiner	1.0	1.0	1.0	1.0	0.0
Code Enforcement Officer	0.0	0.0	0.0	1.0	0.0
Assistant Planner	0.0	0.0	0.0	0.0	0.0
Total FTEs	12.5	14.0	14.0	14.0	0.0

Budget Detail

Wages, Payroll Taxes & Benefits	\$ 1,098,561	\$ 1,126,106	\$ 1,184,430	\$ 1,370,734	\$ 0
Supplies	14,196	7,230	18,504	32,700	0
Services & Charges	65,457	60,112	64,652	78,300	0
Total Building Division	\$ 1,178,214	\$ 1,193,448	\$ 1,267,586	\$ 1,481,734	\$ 0

Fund: 001	General Fund	Spokane Valley
Dept: 076	Parks & Recreation	2018 Budget

The Parks and Recreation Department is composed of six divisions including Administration, Maintenance, Recreation, Aquatics, Senior Center, and CenterPlace. The overall goal of the department is to provide quality recreation programs and acquisition, renovation, development, operation and maintenance of parks and maintenance of parks and recreation facilities.

000 - Parks Administration Division

The Administration Division provides direction and leadership for the Parks and Recreation Department in implementing the goals and objectives of the City Council and facilitates the general upkeep of parks and public areas of the City.

Accomplishments for 2017

- Constructed new splash pad and ADA pathway at Edgecliff Park.
- Added amenities to Valley Mission Dog Park.
- Completed construction of the Pines to Evergreen section of the Appleway Trail.
- Hosted KSPS's Wall of Healing Community Event.
- Received donor funding for park amenities.
- Pursued acquisition of WSDOT property adjacent to Sullivan Park.

Goals for 2018

- Construct Browns Park perimeter path and lighting.
- Construct the Sullivan to Corbin section of the Appleway Trail.
- Add perimeter fencing at Sullivan Park.
- Pursue land acquisitions for priority facilities such as disc golf, skateboard park, etc.
- Install new park signs at Sullivan, Park Road, Castle and Balfour Parks.

Budget Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Personnel - FTE Equivalents					
Parks & Recreation Director	1.0	1.0	1.0	1.0	1.0
Administrative Assistant	1.0	1.0	1.0	1.0	1.0
Total FTEs	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>
Budget Detail					
Wages, Payroll Taxes & Benefits	\$ 224,275	\$ 230,394	\$ 232,889	\$ 243,514	\$ 254,133
Supplies	2,493	2,688	3,258	7,400	7,600
Services & Charges	28,367	28,433	22,803	45,850	39,350
Nonrecurring Expenses	11,192	78,659	83,951	0	0
Total Parks Administration	<u>\$ 266,327</u>	<u>\$ 340,174</u>	<u>\$ 342,901</u>	<u>\$ 296,764</u>	<u>\$ 301,083</u>

Fund: 001	General Fund	Spokane Valley
Dept: 076	Parks & Recreation	2018 Budget

300 - Maintenance Division

The Parks Maintenance Division is responsible for the contracted maintenance and upkeep of our parks and public areas including the Centennial Trail.

Budget Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Budget Detail					
Supplies	\$ 2,903	\$ 3,444	\$ 13,809	\$ 5,500	\$ 7,500
Services & Charges	791,348	830,640	876,115	920,850	886,200
Total Parks Maintenance	<u>\$ 794,251</u>	<u>\$ 834,084</u>	<u>\$ 889,924</u>	<u>\$ 926,350</u>	<u>\$ 893,700</u>

301 - Recreation Division

The Recreation Division coordinates and facilitates the delivery of recreation programs and service throughout the City and the City's Park system.

Accomplishments for 2017

- Conducted successful free summer program.
- Conducted successful summer day camp program.
- Partnered with the Library District for summer park programming.
- Conducted first free summer movie at Valley Mission with free swimming.

Goals for 2018

- Research and offer new recreation programs that serve the needs of the Community.
- Continue to provide quality recreation programs for the Spokane Valley Community.
- Foster relationships with Community partners.
- Offer affordable community events for families, teens, and the Community.

Budget Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Personnel - FTE Equivalents					
Recreation Coordinator	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>
Budget Detail					
Wages, Payroll Taxes & Benefits	\$ 142,074	\$ 164,092	\$ 157,707	\$ 178,945	\$ 189,274
Supplies	6,740	7,791	5,773	8,200	7,750
Services & Charges	47,670	62,052	72,052	59,150	63,550
Total Recreation Division	<u>\$ 196,484</u>	<u>\$ 233,935</u>	<u>\$ 235,532</u>	<u>\$ 246,295</u>	<u>\$ 260,574</u>

Fund: 001

General Fund

Spokane Valley

Dept: 076

Parks & Recreation

2018 Budget

302 - Aquatics Division

The City of Spokane Valley owns three pools: Park Road Pool, Terrace View Pool, and Valley Mission Pool. Services include open swim, swim lessons, swim team and facility rentals. In addition, the City leases a portion of Valley Mission Park to Splashdown Inc. for a water park. The City currently is contracting with the YMCA for all aquatic activities within the City. The YMCA provides the lifeguards and maintains the pools during the season.

Accomplishments for 2017

- Maintained full summer swimming program.
- Replaced main drain piping from the drain boxes at Terrace View and Park Road Pools.
- Replaced the gutter line running to the outdoor drain pit at Valley Mission Pool.
- Repaired peeling paint at Terrace View Pool.
- Improved coordination and communication among teams for the summer swim meet season.

Goals for 2018

- Maintain full summer swimming program.
- Improve the summer pool schedule for better public understanding.
- Maintain Paws in the Pool Program.
- Investigate expanding the water exercise program.

Budget Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Budget Detail					
Supplies	\$ 424	\$ 351	\$ 1,517	\$ 3,200	\$ 3,300
Services & Charges	436,607	487,564	460,474	494,150	489,600
Total Aquatics Division	<u>\$ 437,031</u>	<u>\$ 487,915</u>	<u>\$ 461,991</u>	<u>\$ 497,350</u>	<u>\$ 492,900</u>

Fund: 001

General Fund

Spokane Valley

Dept: 076

Parks & Recreation

2018 Budget

304 - Senior Center Division

The City of Spokane Valley Parks and Recreation Department assumed operational control of the Valley Senior Center in 2003.

Accomplishments for 2017

- Continued to enhance the resource and referral information at the reception desk to be better equipped to handle calls.
- Offered "Get Acquainted Open House" to allow the public to visit the CenterPlace and the Senior Center.
- Continued to work with the Board on providing board training classes.
- Worked closely with the Parks & Recreation Director on programs being offered to seniors.
- Offered more Tuesday evening classes in the Senior Wing of CenterPlace.

Goals for 2018

- Continue to enhance the resource and referral information at the reception desk to be better equipped to handle calls.
- Continue to work with the Board on providing board training classes.
- Work closely with the Parks & Recreation Director on programs being offered to seniors.
- Offer more Tuesday evening classes in the Senior Wing of CenterPlace.

Budget Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Personnel - FTE Equivalents					
Senior Center Specialist	1.0	1.0	1.0	1.0	1.0
Total FTEs	1.0	1.0	1.0	1.0	1.0
Intern	1.0	0.0	0.0	0.0	0.0
Budget Detail					
Wages, Payroll Taxes & Benefits	\$ 79,872	\$ 82,625	\$ 85,521	\$ 89,416	\$ 91,729
Supplies	1,460	454	1,170	1,600	1,600
Services & Charges	2,514	2,298	1,645	4,900	4,900
Total Senior Center Division	\$ 83,846	\$ 85,377	\$ 88,336	\$ 95,916	\$ 98,229

Fund: 001**General Fund****Spokane Valley****Dept: 076****Parks & Recreation****2018 Budget****305 - CenterPlace Division**

Construction of Mirabeau Point CenterPlace began in late 2003 and was completed mid-year 2005. The project represented the culmination of eight years of planning and fundraising by Mirabeau Point Inc. and the joint involvement of the City and Spokane County. The approximately 54,000 square foot facility houses the City of Spokane Valley Senior Center, a great room/banquet facility, numerous meeting rooms, multi-purpose rooms and a high tech lecture hall. The facility combines with Mirabeau Meadows Parks and Mirabeau Springs to form a regional focal point for Northeastern Washington and Northern Idaho.

Accomplishments for 2017

- Upgraded the audio and visual systems and equipment in the Great Room and Small Dining Room.
- Replaced carpeting in Rooms 109, 110 and 213.
- Hosted a successful community food and beverage event - CRAVE NW.
- Completed the master plan for the west lawn at CenterPlace.

Goals for 2018

- Replace flooring in the Great Room and Small Dining Room at CenterPlace.
- Complete Phase 1 of improvement for an outdoor event venue space on west lawn.
- Update existing Business and Marketing Plan.
- Continue to host CRAVE NW and other community events.

Budget Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Personnel - FTE Equivalents					
Customer Relations/Facilities Coordinator	1.0	1.0	1.0	1.0	1.0
Administrative Assistant	1.0	1.0	1.0	1.0	1.0
Office Assistant I	1.0	1.0	1.0	1.0	1.0
Maintenance Worker	2.0	2.0	2.0	2.0	2.0
Total FTEs	<u>5.0</u>	<u>5.0</u>	<u>5.0</u>	<u>5.0</u>	<u>5.0</u>
Budget Detail					
Wages, Payroll Taxes & Benefits	\$ 402,329	\$ 442,655	\$ 467,950	\$ 502,139	\$ 503,499
Supplies	63,834	53,919	59,418	73,524	73,524
Services & Charges	335,274	306,138	330,779	326,295	333,445
Nonrecurring Expenditures	0	0	0	0	53,000
Total CenterPlace Division	<u>\$ 801,437</u>	<u>\$ 802,712</u>	<u>\$ 858,147</u>	<u>\$ 901,958</u>	<u>\$ 963,468</u>

Fund: 001	General Fund	Spokane Valley
Dept: 090	General Government	2018 Budget

The General Government Department accounts for those activities that are not specific to the functions of any particular General Fund Department or operation. Expenditures recorded here are composed of City Hall rent/bond payments; information technology equipment and services; capital costs that benefit more than one department; support of agencies external to the City that provide social service programs and economic development services; and transfers to other City funds for property/casualty insurance premiums (Fund #502), park capital projects (Fund #309) and the pavement preservation program (Fund #311).

Budget Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Supplies					
Employee Recognition-Operating Supplies	\$ 2,667	\$ 1,490	\$ 599	\$ 3,000	\$ 1,500
Office & Operating Supplies	0	187	41	0	0
Small Tools & Minor Equipment	3,738	7,443	5,825	7,250	6,900
Computer Hardware - Non Capital	30,671	38,277	54,773	107,700	66,050
Computer Software - Non Capital	32,631	5,093	20,859	12,500	20,300
Fuel	104	0	0	0	0
Office & Operating Supplies	8,418	16,753	9,196	15,000	9,700
	<u>78,229</u>	<u>69,243</u>	<u>91,293</u>	<u>145,450</u>	<u>104,450</u>
Other Services & Charges					
Professional Services - Misc Studies	117,149	22,907	99,509	200,000	200,000
Accounting & Auditing	66,714	77,474	82,775	90,000	90,000
Uncollectible Accounts Expense	0	2,095	0	0	0
Employee Recognition & Safety Program	0	299	917	0	1,500
Postage	315	10,428	82	2,500	2,500
Telephone Service	8,790	8,168	7,077	9,000	9,000
Cell Phones	1,335	949	1,680	1,500	1,700
Internet Service	10,404	11,458	8,114	11,800	8,500
City Wide Records Management	3,610	5,870	0	10,000	10,000
City Hall Rent	412,681	426,964	437,864	0	0
Facility Repairs & Maintenance	1,318	8,897	1,595	5,000	5,000
Equip Repair & Maint-Hardware Support	51,617	40,450	34,611	31,400	46,400
IT Support	13,323	20,855	12,659	72,700	28,300
Software Licenses & Maintenance	66,369	65,353	82,967	70,940	88,000
Merchant Charges (Bankcard Fees)	1,765	231	287	2,000	500
Network Infrastructure Access	0	0	17,662	0	5,000
Equipment Rental	3,300	1,921	4,261	4,260	4,260
Interfund Vehicle Lease	0	0	0	0	500
Printing & Binding	0	536	589	500	600
Miscellaneous Services	2,143	5,256	5,378	10,000	5,400
General Operating Leases: Computer	49,645	45,347	46,480	51,000	60,000
Economic Development-Site Selector	9,139	8,542	9,041	10,000	10,000
Outside Agencies- Social Svc & Econ. Dev.	0	0	0	150,000	150,000
Professional Services - Economic Dev.	87,498	70,330	60,216	0	0
Contracted economic dev.	0	16,560	43,000	0	0
City Economic Development	196,877	153,350	0	0	0
Professional Services - Social Services	61,723	90,974	43,496	0	0
Alcohol Treatment: Liquor Excise Tax	3,439	5,012	8,710	0	0
Alcohol Treatment: Liquor Profits	16,258	16,131	16,081	22,000	25,000
	<u>\$ 1,185,412</u>	<u>\$ 1,116,357</u>	<u>\$ 1,025,051</u>	<u>\$ 754,600</u>	<u>\$ 752,160</u>

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Fund: 001	General Fund	Spokane Valley
Dept: 090	General Government	2018 Budget

(continued from previous page)

	Budget Summary				
	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
<u>Intergovernmental Services</u>					
Election Costs	\$ 0	\$ 16,347	\$ 0	\$ 90,000	\$ 90,000
Voter Registration	84,764	97,091	85,893	100,000	100,000
Taxes and assessments	6,909	5,617	892	7,500	7,500
Spokane County Air Pollution Authority	115,915	115,915	116,432	131,000	135,000
	<u>207,588</u>	<u>234,970</u>	<u>203,217</u>	<u>328,500</u>	<u>332,500</u>
<u>Capital Outlays</u>					
PEG COSV Broadcast-Software/hardware	30,596	0	0	0	0
Computer Hardware - Capital	68,956	0	23,802	10,000	70,000
	<u>99,552</u>	<u>0</u>	<u>23,802</u>	<u>10,000</u>	<u>70,000</u>
<u>Debt Service: Principal</u>					
Interest and Other Debt Service Costs	435	425	624	0	600
<u>Interfund Payments for Service</u>					
Transfer out - #204 (City Hall bond payment)	0	0	198,734	430,630	399,350
Transfer out - #309 (park capital proj)	242,298	115,575	260,122	160,000	160,000
Transfer out - #310 (bond pmt > \$434.6 lease)	0	67,600	72,500	0	0
Transfer out - #310 (city hall o&m costs)	0	271,700	271,700	0	0
Transfer out - #311 (pvmnt preservation)	888,823	920,000	943,800	953,200	962,700
Transfer out - #501 (CenterPlace kitchen reserve)	0	0	0	36,600	36,600
Transfer out - #502 (risk management)	325,000	325,000	325,000	350,000	370,000
	<u>1,456,121</u>	<u>1,699,875</u>	<u>2,071,856</u>	<u>1,930,430</u>	<u>1,928,650</u>
<u>Miscellaneous</u>					
SCRAPS pass through	0	1,099	1,209	1,300	1,300
Leasehold Excise Tax Pass-Through	0	0	628	0	600
	<u>0</u>	<u>1,099</u>	<u>1,837</u>	<u>1,300</u>	<u>1,900</u>
Subtotal Recurring Expenditures	\$ 3,027,337	\$ 3,121,969	\$ 3,417,680	\$ 3,170,280	\$ 3,190,260
<u>Nonrecurring/Nonrecurring Capital</u>					
City Hall lease payment (2017 final year)	0	0	0	513,100	0
Copy Machine	0	21,145	0	20,000	0
Computer Hardware - Capital	0	65,610	76,119	80,000	110,000
Computer Software - Capital	20,789	18,931	10,870	0	5,000
City Hall Remodel	0	12,842	0	0	0
SCRAPS pass through	57,259	0	0	0	0
Transfer out - #106 (solid waste educ.)	60,000	0	0	0	0
Transfer out - #122 (Replenish Winter Weather Reserve Fund)	0	0	15,043	258,000	0
Transfer out - #309 (CP outdoor venue)	0	0	0	0	200,000
Transfer out - #309 (Browns Pk lighting)	0	0	0	0	200,000
Transfer out - #312 (capital reserve fund)	2,443,507	1,783,512	1,828,723	3,003,929	1,000,000
Transfer out - #314 (RR Grade Separation)	0	0	0	1,200,000	0
	<u>2,581,555</u>	<u>1,902,040</u>	<u>1,930,755</u>	<u>5,075,029</u>	<u>1,515,000</u>
Total Governmental Division	\$ 5,608,892	\$ 5,024,009	\$ 5,348,435	\$ 8,245,309	\$ 4,705,260

The Street Fund was established to account for the activities associated with the provision of efficient and safe movement of both motorized and non-motorized vehicles, as well as pedestrians within the limits of the City, and coordinate convenient interconnect to the regional transportation system. Maintenance work includes snow and ice control, street pavement repairs, traffic signals and signs, landscaping and vegetation control, and many other street maintenance and repair activities.

Accomplishments for 2017

- Renewed contracts with private contractors for street maintenance services.
- Continued to define and implement a fleet maintenance program.
- Contributed \$1.0M to Pavement Preservation through the street maintenance contract.
- Improved safety at 18 of the City's busiest signalized intersections by installing reflectorized backplates
- Collected data for 1/2 the arterials and 1/3 the local roads to update the City's pavement preservation database.
- Updated 43 traffic signals with new hardware & software on the City's principal arterial system for better traffic progression.
- Worked with WSDOT to upgrade the City's traffic signal software for better traffic coordination.

Goals for 2018

- Continue to update and implement the pavement management plan.
- Renew contracts with private contractors for street maintenance services.
- Evaluate traffic management system to keep in-house or integrate into SRTMC.
- Develop a maintenance program for traffic signal components to address aging infrastructure.
- Optimize traffic signal timings for improved traffic progression through the Argonne, Pines, and Sullivan Corridors.

Budget Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Personnel - FTE Equivalents					
Senior Engineer - Traffic	1.0	1.0	1.0	1.0	1.0
Public Works Superintendent	1.0	1.0	1.0	1.0	1.0
Maintenance/Construction Inspector	2.0	2.35	2.35	2.35	2.35 *
Assistant Engineer - Traffic/Planning	1.0	1.0	1.0	1.0	1.0
Planning Grants Engineer	0.375	0.375	0.375	0.375	0.375
Total FTEs	<u>5.375</u>	<u>5.725</u>	<u>5.725</u>	<u>5.725</u>	<u>5.725</u>
Interns & Temp/Seasonal	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>

* For 0.5 FTE of the 2 FTEs, only 50% is budgeted to the Street Fund with the balance budgeted as part of the capital project funds

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Fund: 101

Street Fund

Spokane Valley

2018 Budget

(continued from previous page)

Budget Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Revenues					
Utility Tax	\$ 2,461,060	\$ 2,257,184	\$ 2,069,309	\$ 2,000,000	\$ 1,900,000
Motor Vehicle Fuel Tax	1,878,476	1,935,629	2,005,870	2,040,300	2,052,400
Multimodal Transportation Revenue	0	0	95,509	98,868	133,800
Right-of-Way Maintenance Fee	0	0	56,035	50,000	70,000
Investment Interest	2,037	3,212	5,886	4,000	6,000
Grant Proceeds	15,150	0	12,066	0	0
Transfers in	23	0	0	0	0
Miscellaneous	9,414	25,167	226	10,000	10,000
Non recurring insurance proceeds	0	0	59,426	0	0
Total revenues	4,366,160	4,221,192	4,304,327	4,203,168	4,172,200
Expenditures					
Wages, Payroll Taxes & Benefits	681,165	738,144	728,627	754,872	771,019
Supplies	119,742	116,659	87,533	105,000	112,500
Services & Charges	2,030,250	2,041,767	2,122,931	2,168,151	2,141,751
Snow Operation	508,353	465,231	409,635	468,000	504,800
Intergovernmental Payments	876,268	707,315	836,101	795,000	851,000
Transfers out - #001	39,700	39,700	39,700	39,700	39,700
Transfers out - #311 (pvmnt pres)	282,000	206,618	67,342	67,342	67,342
Transfers out - #501 (non-plow)	10,777	12,077	31,000	23,250	21,250
Transfers out - #501 (plow replace)	75,000	0	40,000	77,929	77,929
Signal Detection Replacement Program	0	0	0	40,000	0
Capital construction and equipment	100,894	155,849	0	0	0
Nonrecurring Expenditures					
Durable striping at Trent & Argonne	0	0	0	75,000	0
Spare traffic signal equipment	0	0	0	30,000	0
Battery backups for intersections	0	0	0	15,000	15,000
Traffic Signal Cabinet Replacement	0	0	59,695	0	0
Maintenance facility storage unit	0	0	4,871	0	0
Transportation Mgmt Center	0	0	1,465	0	0
Total expenditures	4,724,149	4,483,360	4,428,900	4,659,244	4,602,291
Revenues over (under) expenditures	(357,989)	(262,168)	(124,573)	(456,076)	(430,091)
Beginning fund balance	2,063,234	1,705,245	1,443,077	1,318,504	862,428
Ending fund balance	\$ 1,705,245	\$ 1,443,077	\$ 1,318,504	\$ 862,428	\$ 432,337

The State of Washington collects a \$0.494 per gallon motor vehicle fuel tax at the pump. Of this amount, the State remits a portion of the tax back to cities on a per capita basis. For 2018 the Municipal Research and Services Center estimates the distribution back to cities will be \$21.72 per person. Based upon a City of Spokane Valley population of 94,890 (per the Washington State Office of Financial Management on April 1, 2017) we anticipate the City will collect \$2,061,100 in 2011. RCW 47.030.050 specifies that 0.42% of this tax must be expended for the construction of paths and trails and based upon the 2018 revenue estimate this computes to \$8,700. The balance or \$2,052,400 will be credited to Fund #101 for Street maintenance and operations.

The portion of the motor vehicle tax allocated to the Paths and Trails Fund is by State Law restricted for the construction and/or improvement of paths and trails within the City. Because the cost of such projects is typically much greater than the funds generated in a single year, we typically leave the fund balance untouched until an adequate fund balance is available. The City transferred \$50,000 in 2014 and \$9,300 in 2016 to the Parks Capital Projects Fund #309 to be applied towards the Appleway Trail Project from University to Pines.

Budget Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Revenues					
Motor Vehicle Fuel (Gas) Tax	\$ 7,923	\$ 8,226	\$ 8,460	\$ 8,600	\$ 8,700
Investment Interest	34	0	170	0	0
Total revenues	<u>7,957</u>	<u>8,226</u>	<u>8,630</u>	<u>8,600</u>	<u>8,700</u>
Expenditures					
Capital Outlay	0	0	0	0	0
Transfers out- #309	50,000	0	9,300	0	0
Total expenditures	<u>50,000</u>	<u>0</u>	<u>9,300</u>	<u>0</u>	<u>0</u>
Revenues over (under) expenditures	(42,043)	8,226	(670)	8,600	8,700
Beginning fund balance	71,871	29,828	38,054	37,384	45,984
Ending fund balance	<u>\$ 29,828</u>	<u>\$ 38,054</u>	<u>\$ 37,384</u>	<u>\$ 45,984</u>	<u>\$ 54,684</u>

Fund: 104**Hotel/Motel Tax - Tourism Facilities Fund****Spokane Valley****2018 Budget**

The Hotel/Motel Tax - Tourism Facilities Fund accounts for the receipt and expenditure of a special excise tax of 1.3% on the sale or charge made for the furnishing of lodging under RCW 82.08. These funds will be used solely for capital expenditures for acquiring, constructing, making improvements to or other related capital expenditures for large sporting venues, or venues for tourism-related facilities, which facilities generate overnight guests at lodging facilities subject to the taxes imposed.

Budget Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Revenues					
Hotel/Motel Tax	\$ 0	\$ 182,236	\$ 387,333	\$ 377,000	\$ 377,000
Investment Interest	0	111	1,552	0	1,500
Transfers in - #105	0	0	0	250,000	0
Total revenues	0	182,347	388,885	627,000	378,500
Expenditures					
Capital Outlay	0	0	0	0	0
Total expenditures	0	0	0	0	0
Revenues over (under) expenditures	0	182,347	388,885	627,000	378,500
Beginning fund balance	0	0	182,347	571,232	1,198,232
Ending fund balance	\$ 0	\$ 182,347	\$ 571,232	\$ 1,198,232	\$ 1,576,732

Fund: 105**Hotel/Motel Tax Fund****Spokane Valley****2018 Budget**

The Hotel/Motel Fund accounts for the receipt and expenditure of a special excise tax of 2% on the sale or charge made for the furnishing of lodging under RCW 82.08. These funds will be used solely for the purpose of paying all or any part of the cost of tourism promotion, acquisition or operation of tourism-related facilities, and marketing of special events and festivals designed to attract tourists.

Budget Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Revenues					
Hotel/Motel Tax	\$ 549,267	\$ 581,237	\$ 596,373	\$ 580,000	\$ 580,000
Investment Interest	299	484	1,275	500	1,000
Total revenues	549,566	581,721	597,648	580,500	581,000
Expenditures					
Tourism Promotion	\$ 546,545	\$ 484,968	\$ 498,172	\$ 354,000	\$ 572,000
Transfers out- #001	30,000	30,000	30,000	30,000	30,000
Transfers out- #104	0	0	0	250,000	0
Transfers out- #109	0	68,000	58,387	0	0
Total expenditures	576,545	582,968	586,559	634,000	602,000
Revenues over (under) expenditures	(26,979)	(1,247)	11,089	(53,500)	(21,000)
Beginning fund balance	236,927	209,948	208,701	219,790	166,290
Ending fund balance	\$ 209,948	\$ 208,701	\$ 219,790	\$ 166,290	\$ 145,290

In 2003, the City of Spokane Valley entered into an interlocal agreement with the City of Spokane and Spokane County to join the existing Spokane Regional Solid Waste Management System for a period of eight years. In 2011, that agreement was extended through November 16, 2014.

Committed to ensuring Spokane Valley citizens are provided with solid waste services that are affordable, sustainable, and environmentally responsible, in June 2014 the City of Spokane Valley opted to contract for solid waste transfer, transport and disposal services with Sunshine Recyclers, Inc. Services provided under the contract were effective November 17, 2014, and continue for a period of ten years with options for two three-year extensions. Terms of the contract require Sunshine to pay the City an annual administrative fee of \$125,000 that will be used by the City to offset contract administrative costs and solid waste management within the city, including solid waste public educational efforts. The contract also provides that a road maintenance fee will be paid by Sunshine at the rate of \$1 per ton for each ton in excess of 45,500 tons in a single contract year. Payments will be made to the City by March 31 of the year following the calendar year being measured. During 2017, the City received a payment in the amount of \$71,112, which was receipted in the Street Fund #101 to offset road maintenance costs.

In June 2017, the City entered a contract with Waste Management for the collection of garbage, recyclables, and compostables for the period of April 1, 2018 through March 31, 2028 with the option of two additional two-year extensions. Terms of the contract require Waste Management to pay the City a one-time fee of \$47,500 upon contract execution to reimburse the City for the costs of procuring the contract. Waste Management is also required to pay the City an monthly administrative fee of 1% of gross receipts, which is estimated to be approximately \$100,000 in 2018.

During the years of 2013 and 2014, the General Fund #001 funded various studies and fees related to the solid waste program and transferred \$60,000 to the Solid Waste Fund #106 for the purpose of providing information materials and marketing necessary to inform residents and businesses of the change in solid waste transfer, transport and disposal. The total amount paid out of the General Fund for these expenditures was \$202,121. Beginning in 2015 the Solid Waste Fund will reimburse the General Fund for these costs over a 5-year period, which equates to a payment of annually of \$40,425 in the years 2015 through 2019.

Budget Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Revenues					
Administrative fees	\$ 0	\$ 125,000	\$ 125,000	\$ 125,000	\$ 225,000
Investment interest	0	0	184	0	0
Grant Proceeds	0	0	17,677	26,800	0
Transfer in - #001	60,000	0	0	0	0
Total revenues	60,000	125,000	142,861	151,800	225,000
Expenditures					
Education & Contract Administration	\$ 52,661	\$ 49,040	\$ 66,188	\$ 111,375	\$ 184,575
Transfers out - #001	0	40,425	40,425	40,425	40,425
Total expenditures	52,661	89,465	106,613	151,800	225,000
Revenues over (under) expenditures	7,339	35,535	36,248	0	0
Beginning fund balance	0	7,339	42,874	79,122	79,122
Ending fund balance	\$ 7,339	\$ 42,874	\$ 79,122	\$ 79,122	\$ 79,122

Fund: 107**PEG Fund****Spokane Valley****2018 Budget**

Under the City's cable franchise, the franchise grantee remits to the City as a capital contribution in support of Public Education Government (PEG) capital requirements an amount equal to \$0.35 per subscriber per month to be paid to the City on a quarterly basis for the life of the franchise. Capital contributions collected under this agreement are allocated to PEG capital uses exclusively. PEG capital uses include in part the set up of equipment in the City Council Chambers that allows Spokane Valley to broadcast Council meetings both live and through subsequent reviews via digital recordings available on the City's website.

Budget Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Revenues					
Comcast PEG contribution	\$ 0	\$ 81,806	\$ 79,427	\$ 80,000	\$ 79,000
Investment interest	0	0	784	0	0
Transfer in from fund #001	0	267,333	0	0	0
Total revenues	0	349,139	80,211	80,000	79,000
Expenditures					
PEG Reimbursement - CMTV	\$ 0	\$ 0	\$ 117,000	\$ 0	\$ 40,200
New City Hall Council Chambers	0	0	5,435	250,000	0
Capital Outlay	0	47,957	18,617	12,500	31,000
Total expenditures	0	47,957	141,052	262,500	71,200
Revenues over (under) expenditures	0	301,182	(60,841)	(182,500)	7,800
Beginning fund balance	0	0	301,182	240,341	57,841
Ending fund balance	\$ 0	\$ 301,182	\$ 240,341	\$ 57,841	\$ 65,641

Fund: 120**CenterPlace Operating Reserve Fund****Spokane Valley****2018 Budget**

The CenterPlace Operating Reserve Fund was established as a result of a covenant related to the issuance of limited tax general obligation bonds initially issued in 2003 and refunded in 2014. The bonds were issued for the purpose of constructing the CenterPlace facility. As a part of the bond issuance the City agreed to establish a \$300,000 operating reserve account that could be used to make debt service payments on the bonds and/or pay for operating expenses of CenterPlace. If at any time the City were to draw on these reserves it would have to prepare and follow a plan for reinstatement of those funds drawn. This reserve is required to be in place for the life of the bonds which run through December 1, 2033.

Budget Summary

	2014 Actual	2015 Actual	2016 Budget	2017 Budget	2018 Budget
Revenues					
Investment Interest	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Transfers in	0	0	0	0	0
Total revenues	0	0	0	0	0
Expenditures					
Operations	0	0	0	0	0
Total expenditures	0	0	0	0	0
Revenues over (under) expenditures	0	0	0	0	0
Beginning fund balance	300,000	300,000	300,000	300,000	300,000
Ending fund balance	<u>\$ 300,000</u>	<u>\$ 300,000</u>	<u>\$ 300,000</u>	<u>\$ 300,000</u>	<u>\$ 300,000</u>

Fund: 121**Service Level Stabilization Reserve Fund****Spokane Valley****2018 Budget**

The City has committed to maintaining an ending fund balance in the General Fund of at least 50% of recurring expenditures which is equivalent to 6-months of operations. The Service Level Stabilization Reserve Fund serves as an emergency source of temporary financing to the General Fund in the event a downturn in the local economy resulted in a reduction of revenues that would otherwise compromise either the General Fund's minimum 50% reserve balance or historical levels of service.

If an event such as a downturn in the economy resulted in the General Fund reserves dropping below 50% of recurring expenditures, then the Service Level Stabilization Reserve Fund could be drawn against to maintain the fund balance minimum. In no event would the Service Level Stabilization Reserve Fund be reduced to less than 60% of the current \$5.5 million balance or \$3.29 million. During 2017, this reserve balance was capped at approximately \$5.5 million and any additional interest earned was accumulated in the General Fund. This represents a Fiscal Policy of the City that is also stated in the City Manager's 2018 Budget Message located near the front of this budget document.

Budget Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Revenues					
Investment Interest	\$ 4,697	\$ 8,590	\$ 21,636	\$ 21,900	\$ 0
Transfers in	0	0	0	0	0
Total revenues	4,697	8,590	21,636	21,900	0
Expenditures					
Operations	0	0	0	0	0
Total expenditures	0	0	0	0	0
Revenues over (under) expenditures	4,697	8,590	21,636	21,900	0
Beginning fund balance	5,448,502	5,453,199	5,461,789	5,483,425	5,505,325
Ending fund balance	<u>\$ 5,453,199</u>	<u>\$ 5,461,789</u>	<u>\$ 5,483,425</u>	<u>\$ 5,505,325</u>	<u>\$ 5,505,325</u>

The Winter Weather Reserve Fund was established through Ordinance No. 05-018 to provide an emergency reserve for use during unusually harsh winters and storms where the Street Fund #101 budget and fund balance are inadequate to accommodate the amount of related street maintenance, including but not limited to snow plowing, sanding, and deicing, that may be necessary. In the event the City draws against this fund in any given winter, we will strive to replenish the balance back to approximately \$500,000 through subsequent years' transfers. Due to the uncertainty of when this fund might be drawn upon we actually budget the same \$500,000 in both 2017 and 2018 even though we recognize there exists only \$500,000 to address this issue if it should arise.

Budget Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Revenues					
Investment Interest	\$ 455	\$ 833	\$ 1,961	\$ 600	\$ 3,500
Transfers in - #001	0	0	15,043	258,000	0
FEMA Grant Proceeds	0	0	38,804	0	0
Total revenues	<u>455</u>	<u>833</u>	<u>55,808</u>	<u>258,600</u>	<u>3,500</u>
Expenditures					
Street Maintenance Expenditures	\$ 0	\$ 60,381	\$ 257,445	\$ 500,000	\$ 500,000
Total expenditures	<u>0</u>	<u>60,381</u>	<u>257,445</u>	<u>500,000</u>	<u>500,000</u>
Revenues over (under) expenditures	455	(59,548)	(201,637)	(241,400)	(496,500)
Beginning fund balance	<u>503,565</u>	<u>504,020</u>	<u>444,472</u>	<u>242,835</u>	<u>501,435</u>
Ending fund balance	<u>\$ 504,020</u>	<u>\$ 444,472</u>	<u>\$ 242,835</u>	<u>\$ 1,435</u>	<u>\$ 4,935</u>

This fund is used to account for the accumulation of resources for, and the payment of limited tax general obligation (LTGO) bonds also referred to as councilmanic or non-voted bonds. When LTGO bonds are issued the City irrevocably pledges the full faith, credit and resources necessary to make timely payments of principal and interest, within constitutional and statutory limitations pertaining to non-voted general obligations.

In 2003 the City issued \$9,430,000 in LTGO bonds, the proceeds of which were used to finance both the construction of CenterPlace and road and street improvements surrounding the facility. In 2014 the City refunded the LTGO bonds in order to take advantage of lower interest rates which resulted in a reduction in subsequent annual bond payments (much like refinancing a home mortgage). At the completion of the bond refunding there remained \$7,035,000 of LTGO bonds. Of this total:

- \$5,650,000 remained on the original debt used towards the construction of CenterPlace. These bonds will be paid off in annual installments over the 20-year period ending December 1, 2033. Annual debt service payments on these bonds are provided by the Spokane Public Facilities District. At January 1, 2018, the outstanding balance on this portion of the bond issue will be \$4,875,000.
- \$1,385,000 remained on the original debt used towards the road and street improvements. These bonds will be paid off in annual installments over the 10-year period ending December 1, 2023. Annual debt service payments on these bonds are provided by equal distributions from the 1st and 2nd quarter percent real estate excise tax (Funds #301 and #302). At January 1, 2018, the outstanding balance on this portion of the bond issue will be \$865,000.

In 2016 the City issued \$7,275,000 in LTGO bonds, the proceeds of which will be used to finance the construction of a new City Hall building along with \$6.3 million of City cash that has been set aside for this purpose. These bonds will be paid off in annual installments over the 30-year period ending December 1, 2045. Annual debt service payments on these bonds are provided by transfers in from the General Fund. At January 1, 2018, the outstanding balance on the bond issue will be \$7,050,000.

Budget Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Revenues					
Spokane Public Facilities District	\$ 441,520	\$ 373,800	\$ 380,300	\$ 379,750	\$ 414,050
2014 LTGO Bond issue proceeds	7,661,000	0	0	0	0
Transfers in - #001	0	0	198,734	430,630	399,350
Transfers in - #301	93,152	82,150	83,400	103,511	82,000
Transfers in - #302	93,151	82,150	83,400	103,510	82,000
Total revenues	8,288,823	538,100	745,834	1,017,401	977,400
Expenditures					
Debt Service Payment - CenterPlace	441,520	374,083	380,300	382,608	414,050
Debt Service Payment - Roads	186,303	164,017	166,800	162,992	164,000
Debt Service Payments - City Hall	0	0	198,734	397,517	399,350
2003 LTGO Bond retirement	7,549,000	0	0	0	0
2014 LTGO Bond issue costs	112,000	0	0	0	0
Total expenditures	8,288,823	538,100	745,834	943,117	977,400
Revenues over (under) expenditures	0	0	0	74,284	0
Beginning fund balance	4,049	4,049	4,049	4,049	78,333
Ending fund balance	\$ 4,049	\$ 4,049	\$ 4,049	\$ 78,333	\$ 78,333

This fund is used to account for the collection and expenditures of the first one-quarter of one-percent real estate excise tax (REET 1) that is authorized through RCW 82.46. This quarter percent must be expended for purposes identified in the capital facilities plan element of our comprehensive plan. RCW 82.46.010(6), defines "capital projects" as:

those public works projects of a local government for planning, acquisition, construction, reconstruction, repair, replacement, rehabilitation, or improvement of streets; roads; highways; sidewalks; street and road lighting systems; traffic signals; bridges; domestic water systems; storm and sanitary sewer systems; parks; recreational facilities; law enforcement facilities; fire protection facilities; trails; libraries; administrative and judicial facilities.

Revenues recorded in this fund are typically used as a matching funds for street related construction projects that are accounted for in Street Capital Projects Fund #303, Pavement Preservation Fund #311, and to pay for a portion of the annual bond payment on the City's 2014 LTGO bonds that are accounted for in the LTGO Debt Service Fund #204.

Budget Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Revenues					
REET 1 - Taxes	\$ 790,781	\$ 1,065,789	\$ 1,176,911	\$ 1,000,000	\$ 800,000
Investment Interest	793	1,654	7,609	1,700	7,500
Total revenues	<u>791,574</u>	<u>1,067,443</u>	<u>1,184,520</u>	<u>1,001,700</u>	<u>807,500</u>
Expenditures					
Transfers out - #204	\$ 89,559	\$ 82,150	\$ 83,400	\$ 103,511	\$ 82,000
Transfers out - #303	58,607	567,113	579,636	437,002	1,048,852
Transfers out - #311 (<i>pavement preservation</i>)	184,472	251,049	365,286	660,479	685,329
Transfers out - #314 (<i>Barker Grade Separation</i>)	0	0	3,893	50,000	0
Total expenditures	<u>332,638</u>	<u>900,312</u>	<u>1,032,215</u>	<u>1,250,992</u>	<u>1,816,181</u>
Revenues over (under) expenditures	458,936	167,131	152,305	(249,292)	(1,008,681)
Beginning fund balance	968,021	1,426,957	1,594,088	1,746,393	1,497,101
Ending fund balance	<u>\$ 1,426,957</u>	<u>\$ 1,594,088</u>	<u>\$ 1,746,393</u>	<u>\$ 1,497,101</u>	<u>\$ 488,420</u>

Fund: 302**REET 2 Capital Projects Fund****Spokane Valley****2018 Budget**

This fund is used to account for the collection and expenditures of the second one-quarter of one-percent real estate excise tax (REET 2) that is authorized through RCW 82.46. This quarter percent may only be levied by cities that are planning under the Growth Management Act and may only be expended for purposes identified in the capital facilities plan element of their comprehensive plan. RCW 82.46.035(5) defines "capital projects" as:

public works projects of a local government for planning, acquisition, construction, reconstruction, repair, replacement, rehabilitation, or improvement of streets, roads, highways, sidewalks, street and road lighting systems, traffic signals, bridges, domestic water systems, storm and sanitary sewer systems, and planning, construction, reconstruction, repair, rehabilitation, or improvement of parks.

Noteworthy here is that acquisition of land for parks is not a permitted use of REET 2 receipts, although it is a permitted use for street, water and sewer projects.

Revenues recorded in this fund are typically used as a matching funds for street related construction projects that are accounted for in Street Capital Projects Fund #303, Pavement Preservation Fund #311, and to pay for a portion of the annual bond payment on the City's 2014 LTGO bonds that are accounted for in the LTGO Debt Service Fund #204.

Budget Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Revenues					
REET 2 - Taxes	\$ 776,648	\$ 1,065,789	\$ 1,176,911	\$ 1,000,000	\$ 800,000
Investment Interest	909	1,661	8,189	1,700	8,000
Total revenues	<u>777,557</u>	<u>1,067,450</u>	<u>1,185,100</u>	<u>1,001,700</u>	<u>808,000</u>
Expenditures					
Transfers out - #101	\$ 23	\$ 0	\$ 0	\$ 0	\$ 0
Transfers out - #204	89,559	82,150	83,400	103,510	82,000
Transfers out - #303	501,736	331,099	164,151	1,173,230	1,003,544
Transfers out - #311 (<i>pavement preservation</i>)	184,472	251,049	365,286	660,479	685,329
	<u>775,790</u>	<u>664,298</u>	<u>612,837</u>	<u>1,937,219</u>	<u>1,770,873</u>
Revenues over (under) expenditures	1,767	403,152	572,263	(935,519)	(962,873)
Beginning fund balance	1,323,378	1,325,145	1,728,297	2,300,560	1,365,041
Ending fund balance	<u>\$ 1,325,145</u>	<u>\$ 1,728,297</u>	<u>\$ 2,300,560</u>	<u>\$ 1,365,041</u>	<u>\$ 402,168</u>

The Street Capital Projects Fund accounts for monies used to finance street construction and reconstruction projects adopted in the City's 6-year Transportation Improvement Plan (TIP). Revenues to finance the projects comes from a combination of State and Federal Grants, which typically cover upwards of 80% of projects costs, with the City match portion coming from transfers from the REET 1 Capital Projects Fund #301, REET 2 Capital Projects Fund #302, and sometimes Stormwater Management Fund #402.

Budget Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Revenues					
Grant Proceeds	\$ 1,825,974	\$ 8,223,959	\$ 4,951,033	\$ 4,286,300	\$ 8,919,182
Developer Contribution	541	363,894	151,600	970,966	65,212
Miscellaneous	21	87	29	0	0
Transfers in - #101	5,038	123,955	0	0	0
Transfers in - #301	29,647	567,113	579,636	437,002	1,048,852
Transfers in - #302	530,695	331,099	164,151	1,173,230	1,003,544
Transfers in - #311	0	0	0	0	0
Transfers in - #312 <i>Appleway Landscaping</i>	253,645	0	0	0	0
Transfers in - #312 <i>Sullivan Rd W Bridge</i>	443,688	42,730	2,022,865	450,000	0
Transfers in - #312 <i>8th & Carnahan Improvement</i>	0	0	11,687	238,320	0
Transfers in - #312 <i>Euclid Ave - Flora to Barker</i>	0	0	26,326	1,773,671	5,000
Transfers in - #312 <i>Indiana bus stops & crosswalk</i>	0	0	0	0	110,000
Total revenues	3,089,249	9,652,837	7,907,327	9,329,489	11,151,790
Expenditures					
060 Argonne Rd Corridor Upgrade SRTC 06-31	\$ 206,188	\$ 1,248,474	\$ 4,355	\$ 0	\$ 0
061 Pines (SR27) ITS Improvement SRTC 06-26	67	0	0	0	0
113 Indiana/Sullivan Intersection PCC	113	0	0	0	0
123 Mission Ave -Flora to Barker	40,012	37,956	72,909	500,000	3,625,716
141 Sullivan & Euclid PCC	49,556	9,848	62,939	2,150,000	0
142 Broadway @ Argonne/Mullan	3,564	17,771	29,030	0	2,250,000
145 Spokane Valley-Millwood Trail	1,924	0	0	0	0
149 In-House Design - Sidewalk Infill	288,304	8,177	105	0	0
154 Sidewalk & Transit Stop Accessibility	435	0	0	0	0
155 Sullivan Rd W Bridge Replacement	925,421	6,482,244	5,538,823	1,063,370	0
156 Mansfield Ave. Connection	669,533	712,689	738	0	0
159 University Rd / I-90 Overpass Study	32,716	2,842	0	0	0
166 Pines Rd (SR27) & Grace Ave. Intersect study	50,516	47,322	115,820	333,224	402,710
167 City wide safety improvements	12,159	315,032	89,158	5,000	0
168 Wellesley Ave & Adams rd. sidewalk	3,318	0	0	0	0
169 Argonne/Mullan corridor safety - Indiana to Bro	558	0	0	0	0
177 Sullivan Road Corridor Traffic Study	106,305	19,332	0	0	0
181 Citywide Traffic Sign Upgrade	96,561	0	0	0	0
185 Appleway Landscaping - Phase 1	253,695	0	0	0	0
191 Vista Rd BNSF Xing Safety	48,501	190	0	0	0
196 8th Avenue - McKinnon to Fancher	264,439	396	0	0	0
201 ITS Infill Project Phase 1	149	37,884	47,756	300,000	378,172
205 Sprague/Barker Intersection Improvement	191	13,132	0	40,097	35,700
206 Sprague/Long Sidewalk Project	7,513	304,933	235	0	0
207 Indiana & Evergreen Transit Access Improv.	0	3,345	102,684	5,000	0
210 Alcazar Driveway Reconstruction	7,902	0	0	0	0
211 Sullivan Trent to Wellesley	3,465	100,649	0	0	0
213 Sprague / Thierman Intersection	5,038	0	0	0	0
220 Houk-Sinto-Maxwell St Preservation	0	15,555	0	0	0
221 McDonald Rd Diet (16th to Mission)	0	7,229	436,143	5,000	1,000
222 Citywide Reflective Signal Backplates	0	0	0	36,000	17,000
223 Pines Rd Underpass @ BNSF & Trent	0	2,000	0	0	0

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Fund: 303

Street Capital Projects Fund

Spokane Valley

2018 Budget

(continued from previous page)

	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Expenditures, continued					
224 Mullan Rd Street Preservation Project	0	133,069	0	0	0
229 32nd Ave Preservation Project	0	0	434,801	2,500	0
233 Broadway Ave Street Pres-Sullivan to Moore	0	0	56,085	0	0
234 Seth Woodard Sidewalk Improvements	0	6,204	393,046	5,000	0
238 Mirabeau Pkwy & Pines (SR-27) Traffic Signal	0	0	410,454	5,000	0
239 Bowdish Sidewalk - 8th to 12th	0	0	63,282	471,342	5,000
247 8th & Carnahan Intersection Improvements	0	0	11,687	238,320	0
249 Sullivan/Wellesley Intersection	0	0	400	198,000	268,000
250 9th Ave. Sidewalk	0	0	10,523	240,000	2,000
251 Euclid Ave. - Flora to Barker	0	0	26,326	2,621,150	5,000
258 32nd Ave Sidewalk - SR27 to Evergreen	0	0	0	0	407,870
259 N. Sullivan Corridor ITS Projects (PE start 201	0	0	0	110,486	808,723
263 Citywide Signal Backplates	0	0	0	0	24,526
264 8th Ave Sidewalk	0	0	0	0	458,958
265 Wellesley Sidewalk Project	0	0	0	0	647,665
Barker Road Widening	0	0	0	0	106,500
Mission Ave Sidewalk	0	0	0	0	60,250
Coleman Sidewalk	0	0	0	0	25,000
Argonne Reconstruction - Indiana to Montgom	0	0	0	0	512,000
Indiana bus stops & crosswalks	0	0	0	0	110,000
Argonne Rd. Preservation	0	123,955	0	0	0
Contingency	0	0	0	1,000,000	1,000,000
Total expenditures	<u>3,078,147</u>	<u>9,650,228</u>	<u>7,907,299</u>	<u>9,329,489</u>	<u>11,151,790</u>
Revenues over (under) expenditures	11,102	2,608	28	0	0
Beginning fund balance	61,827	72,929	75,538	75,566	75,566
Ending fund balance	<u>\$ 72,929</u>	<u>\$ 75,538</u>	<u>\$ 75,566</u>	<u>\$ 75,566</u>	<u>\$ 75,566</u>

Fund: 309

Park Capital Projects Fund

Spokane Valley

2018 Budget

The Park Capital Projects Fund was created to account for park related capital improvements. The source of financing typically consists of an annual transfer from the General Fund #001; however, in some years the City will utilize money set aside for capital projects in other funds. This has occurred with transfers in from the Paths and Trails Fund #103 and the Capital Reserve Fund #312, which have been applied towards various sections of the Appleway Trail project.

Budget Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Revenues					
Grant Proceeds	\$ 0	\$ 1,560	\$ 150,230	\$ 1,863,267	\$ 1,693,200
FEMA Grant Proceeds - Windstorm	0	0	21,875	0	0
Transfers in - #001 (<i>General Fund</i>)	242,298	115,575	260,122	160,000	560,000
Transfers in - #103 (<i>Paths & Trails</i>)	50,000	0	9,300	0	0
Transfers in - #105	0	68,000	58,388	0	0
Transfers in - #312 (<i>Capital Reserve</i>)	911,433	524,812	37,132	298,215	324,100
Investment Interest	444	813	722	800	0
Insurance Proceeds	0	0	7,857	0	0
Contributions and Donations	7,850	0	0	0	0
Total revenues	1,212,025	710,760	545,626	2,322,282	2,577,300
Expenditures					
176 Appleway Trail (<i>Univ. to Pines</i>)	961,482	524,569	25,325	0	0
195 Discovery Playground equipment	51,280	0	0	0	0
203 5 sand volleyball courts at Browns Park	14,390	241,480	0	0	0
208 Old Mission Trailhead	49,798	68	0	0	0
209 Park signs (3)	19,319	0	0	0	0
216 Edgecliff sewer connection	9,518	0	0	0	0
217 Edgecliff picnic shelter	7,297	104,257	0	0	0
225 Pocket dog park - phase 1	0	108,436	0	0	0
227 Appleway Trail (<i>Pines to Evergreen</i>)	0	1,803	137,063	1,927,557	0
231 Old Mission Trailhead Landscaping	0	47,066	0	0	0
232 Shade Structure: Discovery Park	0	36,340	0	0	0
237 Appleway Trail (<i>Sullivan to Corbin</i>)	0	0	41,123	236,225	1,853,300
241 Pocket dog park - phase 2	0	0	81,064	0	0
242 Browns Park Splashpad	0	0	121,959	500	0
243 Browns Park championship volleyball	0	0	58,388	0	0
244 Park signs (3)	0	0	7,898	0	0
245 Terrace View playground equip (<i>Windstorm</i>)	0	0	59,553	0	0
Appleway Trail (<i>Evergreen to Sullivan</i>)	0	0	0	0	164,000
CenterPlace outdoor venue - Phase 1	0	0	0	0	200,000
Browns Park lighting and pathway	0	0	0	0	200,000
Park signs (<i>Sullivan, Park Rd, Balfour</i>)	0	0	0	0	24,000
Edgecliff Park Splashpad	0	0	0	125,000	0
Total expenditures	1,113,084	1,064,019	532,373	2,289,282	2,441,300
Revenues over (under) expenditures	98,941	(353,259)	13,253	33,000	136,000
Beginning fund balance	352,779	451,720	98,461	111,714	144,714
Ending fund balance	\$ 451,720	\$ 98,461	\$ 111,714	\$ 144,714	\$ 280,714

The Civic Building Capital Projects Fund was initially set-up to accumulate resources to ultimately acquire or construct a City Hall building. The initial sources of revenue to set-up the fund reserves were transfers from the General Fund during 2005 through 2007, and as recently as December 31, 2009, this fund had a fund balance of \$5,828,600. During 2010 and 2011 the City determined that street repairs and reconstruction represented a more immediate City need and opted to expend nearly \$2,000,000 of the fund balance for these projects. The projects themselves were part of a septic tank elimination program (STEP) initiated by Spokane County that resulted in the installation of sewer lines down many City streets. At that time the City decided to completely reconstruct the effected streets rather than patch them.

In 2012 the City used this fund to finance a variety street related capital projects as well as the \$2.5 million acquisition of an 8.4 acre parcel of land on Sprague Avenue that is adjacent to Balfour Park. Partially offsetting the cost of the land acquisition was the subsequent sale of 2.82 acres of this parcel to the Spokane County Library District who had planned to construct a library building consisting of no less than 30,000 square feet. In order for the Library District to actually construct a new building on this site they first had to have a successful voted bond issue to provide the necessary financing. *In the event the Library District is unable to pass a bond by October 2017, they may sell the 2.82 acres parcel back to the City for the original purchase price of \$839,285.*

In 2015 the General Fund began to make two annual transfers to this fund that were each related to the eventual construction of a new City Hall facility. These transfers ended after 2016:

- The first transfer in the amount of \$72,500, when added to the City's \$434,600 annual lease payment for space in its current space totals \$507,100 which was the amount we anticipated our annual bond repayment would be if we were to issue approximately \$8,000,000 of limited tax general obligation bonds with a 2% issue cost over 30-years at 4.50%.
- The second transfer was our estimate of the annual operating costs of a City Hall facility including utilities, janitorial, grounds maintenance and snow removal, and operating and maintenance supplies.

The purpose behind making these transfers beginning in 2015 was to "create" this appropriation capacity within the General Fund. These amounts were transferred out to the General Fund in 2016 and 2017 in order to cover lease payments for the prior City Hall location in years in which the City had both a lease payment and a bond payment for the new City Hall building.

Budget Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Revenues					
Investment Interest	\$ 1,193	\$ 2,113	\$ 5,144	\$ 7,500	\$ 5,900
Sale of Land	839,285	0	0	0	0
Miscellaneous	0	0	0	0	0
Transfers in - #001:					
-Future C.H. bond pmt > \$434.6k lease pmt	0	67,600	0	0	0
-Future C.H. o&m costs	0	271,700	344,200	0	0
Transfers in - #312	0	58,324	0	0	0
Total revenues	<u>840,478</u>	<u>399,737</u>	<u>349,344</u>	<u>7,500</u>	<u>5,900</u>
Expenditures					
Transfers out - #001:	0	0	198,734	498,500	0
Professional services	22,831	0	0	0	0
Capital Outlay - City Hall	0	1,136,738	0	0	0
Total expenditures	<u>22,831</u>	<u>1,136,738</u>	<u>198,734</u>	<u>498,500</u>	<u>0</u>
Revenues over (under) expenditures	817,647	(737,001)	150,610	(491,000)	5,900
Beginning fund balance	<u>1,101,903</u>	<u>1,919,550</u>	<u>1,182,549</u>	<u>1,333,159</u>	<u>842,159</u>
Ending fund balance	<u>\$ 1,919,550</u>	<u>\$ 1,182,549</u>	<u>\$ 1,333,159</u>	<u>\$ 842,159</u>	<u>\$ 848,059</u>

Fund: 311**Pavement Preservation Fund****Spokane Valley****2018 Budget**

This fund was created during the 2011 Budget development process for the purpose of setting money aside for yet to be determined street capital improvement projects. Since inception, the pavement preservation program has been funded through a series of transfers from other City funds as well as grant proceeds. Below is a table summarizing the funding sources for Fund #311, including actuals for 2011 through 2016 and budgeted amounts for 2017 and 2018:

		Fund					Grants	Total
		001	101	123	301/302	310		
Actual:	2011	584,681	-	-	-	500,000	-	1,084,681
	2012	2,045,203	-	-	-	-	-	2,045,203
	2013	855,857	282,000	616,284	300,000	-	35,945	2,090,086
	2014	888,823	282,000	616,284	368,944	-	2,042,665	4,198,716
	2015	920,000	206,618	616,284	502,098	-	835,224	3,080,224
	2016	943,800	67,342	559,808	730,572	-	1,654,698	3,956,220
Budget:	2017	953,200	67,342	-	1,320,958	-	340,800	2,682,300
	2018	962,700	67,342	-	1,370,658	-	2,572,500	4,973,200
		<u>8,154,264</u>	<u>972,644</u>	<u>2,408,660</u>	<u>4,593,230</u>	<u>500,000</u>	<u>7,481,832</u>	<u>24,110,630</u>

Beginning in 2013, the City committed to finance pavement preservation at a level equivalent to 6% of General Fund recurring expenditures, which has continued from that year through the 2018 budget development. Because this is a Capital Project Fund whose sole purpose is to provide for Pavement Preservation projects, any money not expended in a given year will remain in the fund and will be available for re-appropriation in subsequent years.

The fund balance of Fund #123 was exhausted with the 2016 transfer of \$559,808 as a consequence of following this funding strategy. In order to maintain the City's practice of setting aside funds for pavement preservation in an amount equivalent to 6% of General Fund recurring expenditures, the City will have to rely more heavily on the REET funds going forward. We have determined that the 2018 funding level of \$2,400,700 is sustainable through 2022 assuming a General Fund contribution of \$962,700, a Street Fund contribution of \$67,342, and a collective contribution of \$1,370,658 from the REET 1 Capital Projects Fund #301 and the REET 2 Capital Projects Fund #302. The City will take advantage of grant programs directed at pavement preservation as they become available.

Budget Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Revenues					
Transfers in - #001	\$ 888,823	\$ 920,000	\$ 943,800	\$ 953,200	\$ 962,700
Transfers in - #101	282,000	206,618	67,342	67,342	67,342
Transfers in - #123	616,284	616,284	559,804	0	0
Transfers in - #301	184,472	251,049	365,286	660,479	685,329
Transfers in - #302	184,472	251,049	365,286	660,479	685,329
Investment Interest	1,853	3,389	7,519	0	0
Grant Proceeds	2,042,715	835,224	1,654,698	340,800	2,572,500
Miscellaneous	0	0	0	0	0
Total revenues	<u>4,200,619</u>	<u>3,083,613</u>	<u>3,963,735</u>	<u>2,682,300</u>	<u>4,973,200</u>
Expenditures					
Pavement preservation	\$ 3,021,922	\$ 2,358,976	\$ 3,615,389	\$ 3,000,000	\$ 4,008,600
Pre-project GeoTech	55,293	41,432	0	50,000	50,000
Total expenditures	<u>3,077,215</u>	<u>2,400,407</u>	<u>3,615,389</u>	<u>3,050,000</u>	<u>4,058,600</u>
Revenues over (under) expenditures	1,123,404	683,206	348,345	(367,700)	914,600
Beginning fund balance	798,609	1,922,013	2,605,219	2,953,564	2,585,864
Ending fund balance	<u>\$ 1,922,013</u>	<u>\$ 2,605,219</u>	<u>\$ 2,953,564</u>	<u>\$ 2,585,864</u>	<u>\$ 3,500,464</u>

This fund was created in 2013 to be used to account for the accumulation of resources for yet to be determined capital projects. The initial source of funds was a 2013 General Fund transfer of \$7,826,207 which was followed by additional transfers from the General Fund from 2014 through 2018 in the amount of \$10,059,671.

Projects approved by City Council from this fund include in part:

- \$2,320,000 for the City's share of the \$15.3 million Sullivan Road West Bridge Replacement
- \$2,410,573 for construction of various sections of the Appleway Trail.
- \$5,199,664 for construction of a new City Hall building.
- \$1,800,000 to remove and reconstruct Euclid Ave. from Flora to Barker after County installation of sewer.
- \$500,000 towards a Pines Road / BNSF Grade Separation project right-of-way acquisition.

Commitments to future projects include:

- \$1,421,321 towards a Barker Road / BNSF Grade Separation project.
- \$721,321 towards a Pines Road / BNSF Grade Separation project.
- \$721,321 towards Barker Road corridor improvements.
- \$460,715 towards improvements at the Spokane County Library's proposed Balfour site.

Future projects are yet to be determined.

Budget Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Revenues					
Transfers in - #001	\$ 2,443,507	\$ 1,783,512	\$ 1,828,723	\$ 3,003,929	\$ 1,000,000
Transfers in - #313	0	0	0	0	74,960
Developer Contribution	4,675	0	0	0	0
Investment Interest	0	0	16,028	1,000	16,000
Total revenues	<u>2,448,182</u>	<u>1,783,512</u>	<u>1,844,751</u>	<u>3,004,929</u>	<u>1,090,960</u>
Expenditures					
City Hall sculpture siting	\$ 0	\$ 0	\$ 0	\$ 38,526	\$ 0
Transfers out - #303 - Appleway Landscaping	253,645	0	0	0	0
Transfers out - #303 - Pines Rd Underpass	0	0	0	0	0
Transfers out - #303 - Sullivan Rd W Bridge	443,688	42,730	2,060,878	450,000	0
Transfers out - #303 - Euclid Ave - Flora to Barker	0	0	0	1,773,671	5,000
Transfers out - #303 - 8th & Camahan Intersection	0	0	0	238,320	0
Transfers out - #303 - Indiana bus stops & crossw.	0	0	0	0	110,000
Transfers out - #309 - Appleway Trail - Univ to Pi	911,433	524,812	0	0	0
Transfers out - #309 - Appleway Trail - Pines-Eve	0	0	37,132	260,005	0
Transfers out - #309 - Appleway Trail - Corbin	0	0	0	38,210	301,900
Transfers out - #309 - Appleway Trail - Evergreen-	0	0	0	0	22,200
Transfers out - #310 - City Hall	0	58,324	0	0	0
Transfers out - #313 - City Hall	0	5,162,764	0	0	0
Transfers out - #314 - Pines Grade Separation	0	0	12,975	483,000	0
Total expenditures	<u>1,608,766</u>	<u>5,788,630</u>	<u>2,110,985</u>	<u>3,281,732</u>	<u>439,100</u>
Revenues over (under) expenditures	839,416	(4,005,118)	(266,234)	(276,803)	651,860
Beginning fund balance	<u>7,742,299</u>	<u>8,581,715</u>	<u>4,576,597</u>	<u>4,310,362</u>	<u>4,033,559</u>
Ending fund balance	<u>\$ 8,581,715</u>	<u>\$ 4,576,597</u>	<u>\$ 4,310,362</u>	<u>\$ 4,033,559</u>	<u>\$ 4,685,419</u>

This fund was created to account for the architectural and construction costs for a City Hall building. The building was completed in Fall of 2017. Funding for the construction came from a combination of an interfund transfer from the Capital Reserve Fund #312 in the amount of \$5,162,764 and bond proceeds in the amount of \$7.9 million. Land for the building site was acquired in 2015 through a purchase in the Civic Facilities Fund #310.

Budget Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Revenues					
Transfers in - #312	\$ 0	\$ 5,162,764	\$ 0	\$ 0	\$ 0
2016 LTGO Bond Proceeds	0	0	7,946,088	0	0
Investment Interest	0	0	26,536	27,000	0
Total revenues	0	5,162,764	7,972,624	27,000	0
Expenditures					
Capital Outlay - City Hall	\$ 0	\$ 373,718	\$ 6,517,094	\$ 6,100,101	\$ 0
Transfers out - #312	0	0	0	0	74,960
2016 LTGO Bond Issue Costs	0	0	96,515	0	0
Total expenditures	0	373,718	6,613,609	6,100,101	74,960
Revenues over (under) expenditures	0	4,789,046	1,359,015	(6,073,101)	(74,960)
Beginning fund balance	0	0	4,789,046	6,148,061	74,960
Ending fund balance	\$ 0	\$ 4,789,046	\$ 6,148,061	\$ 74,960	\$ 0

This fund was created to account for the design and construction costs of various railroad grade separation projects that are included in the Bridging the Valley concept. Due to the anticipated size, scope, and duration of these projects, managing them in a separate fund allows for the necessary monitoring without being obscured by the variety and quantity of the other projects in the Street Capital Projects Fund #303 as well as keeping these projects from skewing the average volume of activity in Fund #303. Revenues for this fund consist of grant proceeds and transfers in from other City funds, such as the General Fund #001, the REET 1 Capital Project Fund #301 and the Capital Reserve Fund #312. Expenditures in the years of 2017 and 2018 are related to design costs for the Pines Road Underpass project and the Barker Road Overpass project.

Budget Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Revenues					
Grant Proceeds	\$ 0	\$ 0	\$ 0	\$ 300,000	\$ 1,919,921
Transfers in - #001	0	0	0	1,200,000	0
Transfers in - #301	0	0	3,893	50,000	0
Transfers in - #312	0	0	12,975	483,000	0
Total revenues	0	0	16,868	2,033,000	1,919,921
Expenditures					
Barker BNSF Grade Separation	\$ 0	\$ 0	\$ 3,893	\$ 300,000	\$ 1,919,921
Pines Rd Underpass	0	0	12,975	683,000	1,000,000
Total expenditures	0	0	16,868	983,000	2,919,921
Revenues over (under) expenditures	0	0	0	1,050,000	(1,000,000)
Beginning fund balance	0	0	0	0	1,050,000
Ending fund balance	\$ 0	\$ 0	\$ 0	\$ 1,050,000	\$ 50,000

The purpose of the Stormwater Management Fund is to account for the funds related to the cleaning, maintenance, and improvement of the City's storm drainage system. The revenue for this fund originates from a stormwater fee collected by Spokane County on behalf of the City. The annual fee is \$21 for each single family unit, and for other property types a fee of \$21 per each 3,160 square feet of parcel impervious surfacing is collected.

Accomplishments for 2017

- Lead and participated with eastern Washington jurisdictions to meet requirements to perform effectiveness studies.
- Managed State grants for storm drain cleaning and effectiveness studies.
- Participated in City-led capital improvement projects with stormwater improvements.
- Coordinated the update of the stormwater capital improvements program with the Economic Development Division.
- Started the multi-year work on Glenrose and Central Basins Floodplain Delineation Project (FEMA Mapping).
- Continued design work to disconnect piping to creeks, streams, and drainages.
- Continued decreasing backlog of stormwater small-works and maintenance projects.
- Started field-testing GIS-driven maintenance management program for the stormwater inspection program.
- Evaluated and recommended GPS systems for better tracking field operations.
- Continued decreasing backlog of drywells needing initial cleaning. Continued inspection and cleaning of catchbasins.
- Evaluated the stormdrain cleaning program for cost savings and bid new contract.

Goals for 2018

- Continue the work on the Glenrose and Central Basins Floodplain Delineation Project (FEMA Mapping).
- With community input, evaluate street sweeping program, recommend improvements, and prepare to rebid in 2019.
- Continue to work to reduce backlog of small works and maintenance projects.
- Continue efforts with other agencies to promote "only rain in the drain"-type campaigns.
- Continue collaborations with local jurisdictions to meet State and Federal stormwater regulations.
- Provide a map of all drainage sheds within the City.
- Inventory grassy percolation areas utilized by City streets for treatment and local flood mitigation.

Budget Summary

Personnel - FTE Equivalents

	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Engineer	1.0	1.0	1.0	1.0	1.0
Engineering Technician II	1.0	1.0	1.0	1.0	1.0
Assistant Engineer	1.0	1.0	1.0	1.0	1.0
Maintenance/Construction Inspector	1.5	1.15	1.15	1.15	1.15
Planning Grants Engineer	0.25	0.25	0.25	0.25	0.25
	<u>4.75</u>	<u>4.40</u>	<u>4.40</u>	<u>4.40</u>	<u>4.40</u>
Interns	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>	<u>3.0</u>	<u>2.0</u>

(continued to next page)

Fund: 402

Stormwater Management Fund

Spokane Valley

2018 Budget

(continued from previous page)

Budget Summary

Recurring Activity	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Revenues					
Stormwater Management fees	\$ 1,918,404	\$ 1,861,368	\$ 1,898,210	\$ 1,860,000	\$ 1,870,000
Investment Interest	1,342	2,455	7,690	2,500	7,500
Miscellaneous & Grants Proceeds	0	543,332	61,403	0	0
	<u>1,919,746</u>	<u>2,407,155</u>	<u>1,967,303</u>	<u>1,862,500</u>	<u>1,877,500</u>
Expenditures					
Wages, Payroll Taxes & Benefits	347,503	396,799	465,790	551,321	557,157
Supplies	8,388	30,222	12,286	15,425	14,800
Services & Charges	985,448	1,080,038	1,106,429	1,111,076	1,140,982
Intergovernmental Services	27,167	30,176	31,764	50,000	35,000
Transfers out - #001	13,400	13,400	13,400	13,400	13,400
Transfers out - #501	0	0	0	12,750	12,750
	<u>1,381,906</u>	<u>1,550,635</u>	<u>1,629,669</u>	<u>1,753,972</u>	<u>1,774,089</u>
Recurring revenues over (under)					
Recurring Expenditures	537,840	856,520	337,634	108,528	103,411
Nonrecurring Activity					
Revenues					
Grant Proceeds	76,097	0	0	210,000	65,000
FEMA Grant Proceeds - Windstorm	0	0	0	0	0
	<u>76,097</u>	<u>0</u>	<u>0</u>	<u>210,000</u>	<u>65,000</u>
Expenditures					
Capital - Various Projects	700,523	700,521	94,451	450,000	450,000
Effectiveness study	103,306	192,638	110,055	210,000	15,000
Watershed studies	0	0	0	50,000	60,000
Transfers out - #403 (DOE for Decant Proj)	50,125	0	0	0	0
Transfers out - #501 (new pickup)	25,843	0	0	0	0
	<u>879,797</u>	<u>893,159</u>	<u>204,506</u>	<u>710,000</u>	<u>525,000</u>
Nonrecurring revenues over (under)					
Nonrecurring Expenditures	(803,700)	(893,159)	(204,506)	(500,000)	(460,000)
Excess (Deficit) of Total Revenues					
Over (Under) Total Expenditures	(265,860)	(36,639)	133,128	(391,472)	(356,589)
Beginning working capital	2,319,423	1,933,564	1,639,975	1,761,416	1,369,944
Ending working capital	\$ 2,053,563	<u>\$ 1,896,925</u>	<u>\$ 1,773,103</u>	<u>\$ 1,369,944</u>	<u>\$ 1,013,355</u>

In 1985 voters of Spokane County approved a ballot proposition to create the Spokane Aquifer Protection Area (APA) as well as corresponding aquifer protection area fees with both sunseting December 31, 2005. Boundaries of the APA included portions of unincorporated areas (including what is now Spokane Valley) and the cities of Liberty Lake, Millwood and Spokane. In 2004 the City of Spokane Valley approved a resolution authorizing the inclusion of its municipal boundaries within the APA. The APA program was subsequently reauthorized through 2025 with voter approval.

All fees are collected by Spokane County and include:

- An annual fee of \$15 per household for the withdrawal of water from properties within the APA.
- An annual fee of \$15 per household for on-site sewage disposal within the APA.
- For commercial properties an annual fee ranging from \$15 to \$960 depending upon water meter size.

In 2004 the City of Spokane Valley (City) entered into an interlocal agreement with Spokane County (County) that authorized the County to collect and retain APA fees through 2010 for a variety of projects including:

- up to \$100,000 annually through 2010 to the Spokane Regional Health District to provide for data base management related to monitoring of septic tanks and their potential impact on water quality in the Spokane Valley Rathdrum Prairie Aquifer.
- a septic tank elimination program (STEP) designed to replace septic tanks with sanitary sewer systems.

In the 2004 interlocal agreement the City and County also agreed that for the years 2011 through 2025 the APA fees remaining after the payment of reasonable administration and billing fees incurred by the County would be distributed annually between the County, City and City of Spokane on a proportional basis relative to the amount generated in unincorporated areas, the City and City of Spokane.

The fees collected on the City's behalf by Spokane County are expended entirely on stormwater related projects that are designed to protect the aquifer. These fees plus grant monies received from a number of granting agencies finance a variety of capital projects.

Budget Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Revenues					
Spokane County	\$ 461,828	\$ 533,593	\$ 391,180	\$ 460,000	\$ 460,000
Grant DOE - Decant Facility	550,710	0	0	0	0
Grant DOT - Decant Facility	100,000	0	0	0	0
Grant DOE - Broadway Retrofits	49,203	0	0	0	0
Grant DOE - Sprague UIC Elimination	0	1,036,603	0	0	0
Transfers in - #402	170,125	0	0	0	0
Total Revenues	<u>1,331,866</u>	<u>1,570,196</u>	<u>391,180</u>	<u>460,000</u>	<u>460,000</u>
Expenditures					
Broadway Retrofit	41,114	0	0	0	0
Construction- Decant Facility	893,514	0	0	0	0
SE Yardley Retrofits	728,565	0	0	0	0
Capital - Various projects	0	0	362,115	530,000	400,000
Sprague Swales	510	0	0	0	0
Depreciation Expense - Cap Imp	0	125,599	0	0	0
Transfers out - #402	0	120,000	0	0	0
Total Expenditures	<u>1,663,703</u>	<u>245,599</u>	<u>362,115</u>	<u>530,000</u>	<u>400,000</u>
Revenues over (under) expenditures	<u>\$ (331,837)</u>	<u>1,324,597</u>	<u>29,065</u>	<u>(70,000)</u>	<u>60,000</u>
Beginning working capital		<u>(402,937)</u>	<u>921,660</u>	<u>950,725</u>	<u>880,725</u>
Ending working capital		<u>\$ 921,660</u>	<u>\$ 950,725</u>	<u>\$ 880,725</u>	<u>\$ 940,725</u>

The Equipment Rental & Replacement Fund (ER&R) is an Internal Service Fund that is designed to provide the funds necessary to purchase new vehicles and equipment at predetermined life cycles. This fund operates by charging each City department a monthly rental rate for the vehicles they use. The fee is based upon the estimated useful life of the vehicle and its replacement cost. The theory behind this program is that it allows City departments to budget vehicle replacement costs as a reoccurring expense over an extended period of time rather than as an intermittent capital expense that may be difficult to afford in any single year. In the event a City department requires an additional vehicle that actually adds to the fleet rather than simply replaces an existing vehicle, then that department must budget for the initial purchase price and transfer the necessary funds to the ER&R Fund to make the acquisition. In subsequent years the department will then begin paying a replacement fee spread out over the estimated useful life of the new vehicle.

Beginning in 2017 a CenterPlace Kitchen Reserve was established through a transfer in from the General Fund in the amount of \$36,600 per year for 5 years to build a total reserve of \$183,000, which is the estimated replacement cost of the significant kitchen appliances and equipment at CenterPlace.

Snow Plow Replacement Program

The snow plow fleet currently consists of nine plow trucks. Six of the trucks are equipped with sanders and three of the trucks are equipped with 1,000-gallon tanks for placement of liquid deicer. Over the past five years the City has continued to improve the snow removal operations and has updated the snow plan accordingly. These improvements in snow operations have dictated that operating nine plows is a very efficient way to remove snow from the arterial and hillside roadways. Operating nine plows allows the performance of a full city arterial and designated hillsides plow in approximately 12 hours. In the future new plows will be purchased to replace the aging fleet as noted below and older plows will serve as backups and eventually be retired from the fleet beginning in 2022. The recommended snow plow fleet consists of eleven plows with two serving as backup plows. The two backup plows ensure that arterial roadways and hillside priority roadways can be cleared of snow per the snow plan. Having backup plows provides the City with additional plows that can be deployed in case of a mechanical breakdown or an accident during a winter storm event.

The 2016 Budget included the purchase of a tandem axle plow truck with a sander for approximately \$225,000. Future replacements will be single axle plows with an estimated cost of \$200,000 per plow.

Snow Plow Fleet

Truck #	Model Year	YR Acquired	Age at Retirement	Replacement Yr	Notes
206	1996	2009	26	2022	Existing Fleet (9) Snow Plows
207	1997	2009	28	2025	
204	1995	2009	33	2028	
203	1995	2009	36	2031	
205	1996	2009	38	2034	
208	1997	2009	40	2037	
209	1998	2011	42	2040	
211	2000	2012	43	2043	
210	2010	2011	36	2046	
212	2016	2016	33	2049	Truck 206 becomes a backup
213	2019	2019	33	2052	Truck 207 becomes a backup
214	2022	2022	33	2055	Truck 204 becomes a backup / 206 is retired
215	2025	2025	33	2058	Truck 203 becomes a backup / 207 is retired
216	2028	2028	33	2061	Truck 205 becomes a backup / 204 is retired
217	2031	2031	33	2064	Truck 208 becomes a backup / 203 is retired
218	2034	2034	33	2067	Truck 209 becomes a backup / 205 is retired
219	2037	2037	33	2070	Truck 211 becomes a backup / 208 is retired
220	2040	2040	33	2073	Truck 210 becomes a backup / 209 is retired
221	2043	2043	33	2076	Truck 212 becomes a backup / 211 is retired

(continued to next page)

Fund: 501

Equipment Rental & Replacement Fund

Spokane Valley

2018 Budget

(continued from previous page)

Budget Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Revenues					
Interfund Equip & Vehicle Lease	\$ 102,744	\$ 35,544	\$ 106,000	\$ 146,429	\$ 141,929
Transfers in - #001 (<i>CenterPlace kitchen reserve</i>)	0	0	0	36,600	36,600
Transfers in - #101 (<i>replacements</i>)	25,849	0	0	0	0
Transfers in - #402 (<i>addtl" pickup</i>)	25,843	0	0	0	0
Investment Interest	792	1,449	4,394	2,000	4,000
Total Revenues	<u>155,228</u>	<u>36,993</u>	<u>110,394</u>	<u>185,029</u>	<u>182,529</u>
Expenditures					
Small tools & minor equipment	0	0	0	0	20,000
Snow plow replacement	0	0	222,440	156,800	0
Vehicle Replacement	9,799	16,144	0	0	0
Transfer out - #001 (<i>networking equipment</i>)	9,799	16,144	0	77,000	0
Total Expenditures	<u>19,597</u>	<u>32,289</u>	<u>222,440</u>	<u>233,800</u>	<u>20,000</u>
Revenues over (under) expenditures	135,631	4,704	(112,046)	(48,771)	162,529
Beginning working capital	1,228,441	1,235,794	1,248,997	1,136,951	1,088,180
Ending working capital	<u>\$ 1,364,072</u>	<u>\$ 1,240,498</u>	<u>\$ 1,136,951</u>	<u>\$ 1,088,180</u>	<u>\$ 1,250,709</u>

The City of Spokane Valley is exposed to risks of loss related to a number of sources including tort; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; natural disasters; and unemployment claims filed by former employees through the State of Washington. The Risk Management Fund was established to account for all such related revenues and expenses. Revenues for this fund are comprised almost entirely from an annual transfer of money from the General Fund and the single largest expense is typically the insurance premium the City pays to our insurance provider, the Washington Cities Insurance Authority (WCIA).

Budget Summary

	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Revenues					
Transfers in - #001	\$ 325,000	\$ 325,000	\$ 325,000	\$ 350,000	\$ 370,000
Investment Interest	5	8	422	0	0
Total Revenues	<u>325,005</u>	<u>325,008</u>	<u>325,422</u>	<u>350,000</u>	<u>370,000</u>
Expenditures					
Auto & Property insurance	272,435	284,112	277,298	350,000	370,000
Unemployment Claims	8,532	14,722	8,820	0	0
Miscellaneous	0	0	0	0	0
Total Expenditures	<u>280,967</u>	<u>298,834</u>	<u>286,118</u>	<u>350,000</u>	<u>370,000</u>
Revenues over (under) expenditures	44,038	26,174	39,304	0	0
Beginning working capital	124,171	168,209	194,383	233,687	233,687
Ending working capital	<u>\$ 168,209</u>	<u>\$ 194,383</u>	<u>\$ 233,687</u>	<u>\$ 233,687</u>	<u>\$ 233,687</u>

CITY OF SPOKANE VALLEY, WA
Capital Expenditures for 2018

Capital Outlay Description	2018 Expenditure Budget	SOURCE OF FUNDS												Developer Contributions
		#001 General	#101 Street	#107 PEG	#301 REET 1 Capital Projects	#302 REET 2 Capital Projects	#309 Park Capital Projects	#311 Pavement Preservation	#312 Capital Reserve	#314 Grade Separation	#402 Stormwater Management	#403 Aquifer Protection Area	Grants	
#001 General Fund														
- IT capital replacements	115,000	115,000												
- Police Precinct full facility generator	100,000	100,000												
- Q-Alert Software	11,700	11,700												
Subtotal	226,700	226,700	0		0	0	0	0	0	0	0	0	0	0
#101 Street Fund														
- Battery backups for intersections	15,000	15,000												
Subtotal	15,000	0	15,000	0	0	0	0	0	0	0	0	0	0	0
#107 PEG Fund														
- PEG Capital outlay	31,000	31,000												
Subtotal	31,000	0	0	31,000	0	0	0	0	0	0	0	0	0	0
#303 Street Capital Projects Fund														
123 Mission Ave - Flora to barker	3,625,716					711,361							2,914,355	
142 Broadway @ Argonne/Mullan PCC intersection	2,250,000				450,000								1,800,000	
166 Pines Rd (SR27) & Grace Ave. Intersection Safety	402,710					15,710							387,000	
201 ITS Infill Project Phase 1					144,172								234,000	
205 Sprague/Barker Intersection Improvements	35,700													35,700
221 McDonald Rd Diet (16th to Mission)	1,000				200								800	
222 Citywide Reflective Signal Backplates	17,000												17,000	
239 Bowdish Sidewalk - 8th to 12th	5,000				1,000								4,000	
249 Sullivan/Wellesley Intersection	268,000				36,180								231,820	
250 9th Ave. Sidewalk	2,000				400								1,600	
251 Euclid Ave. - Flora to Barker	5,000								5,000					
258 32nd Ave Sidewalk - SR27 to Evergreen	407,870				75,659								332,211	
259 N. Sullivan Corridor ITS Project (PE start 2017)	808,723				109,178								699,545	
263 Citywide Signal Backplates	24,526												24,526	
xxx Wellesley Sidewalk Project	647,665					87,435							560,230	
xxx Barker Road Widening	106,500					76,988								29,512
xxx 8th Ave Sidewalk	458,958				25,063								433,895	
xxx Mission Ave Sidewalk	60,250					12,050							48,200	
xxx Coleman Sidewalk	25,000				5,000								20,000	
xxx Argonne Reconstruction - Indiana to Montgom	512,000				102,000								410,000	
xxx Indiana bus stops & crosswalks	110,000								110,000					
Contingency ¹	1,000,000				100,000	100,000							800,000	
Subtotal	11,151,790	0	0	0	1,048,852	1,003,544	0	0	115,000	0	0	0	8,919,182	65,212
#309 Parks Capital Projects Fund														
237 Appleway Trail - Sullivan to Corbin	1,853,300								301,960				1,551,340	
- Appleway Trail - Evergreen to Sullivan	164,000								22,140				141,860	
- CenterPlace outddor venue - Phase 1	200,000	200,000												
- Browns Park lighting and path	200,000	200,000												
- Park signs (Sullivan, Park Rd, Balfour)	24,000													
Subtotal	2,441,300	400,000	0	0	0	0	24,000	0	324,100	0	0	0	1,693,200	0
#311 Pavement Preservation Fund														
- Pavement preservation	4,008,600								4,008,600					
Subtotal	4,008,600	0	0	0	0	0	0	4,008,600	0	0	0	0	0	0
#314 Grade Separation Fund														
143 Barker BNSF Grade Separation	1,919,921												1,919,921	
223 Pines Rd Underpass @ BNSF & Trent	1,000,000									1,000,000				
Subtotal	2,919,921	0	0	0	0	0	0	0	0	1,000,000	0	0	1,919,921	0
#402 Stormwater Management Fund														
- Capital - various projects	450,000										400,000		50,000	
Subtotal	450,000	0	0	0	0	0	0	0	0	0	400,000	0	50,000	0
#403 Aquifer Protection Area Fund														
- Capital - various projects	400,000											400,000		
Subtotal	400,000	0	0	0	0	0	0	0	0	0	0	400,000	0	0
Total Capital Expenditures and Related Financing	21,644,311	626,700	15,000	31,000	1,048,852	1,003,544	24,000	4,008,600	439,100	1,000,000	400,000	400,000	12,582,303	65,212

¹ Contingency amount is to cover unforeseen overruns, costs related to projects that were expected to complete in 2016 and the costs of projects that have not yet had funding sources identified.

- Dollar figures in ***Italicized Bold*** font are paid from a combination of existing fund balance and fund revenue that is not attributable to a single project.

CITY OF SPOKANE VALLEY, WA
Full Time Equivalent Employees

	Adopted										Proposed	Difference from 2017 to 2018 + (-)
	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	
#001 - General Fund										(1)		
City Manager / City Clerk	5	5	5	5	5	5	5	5	5	5	7	2.000 (2)
City Attorney	3	3	3	3	3	3	3	3	3	3	3.5	0.500 (4)
Deputy City Manager	8	8	8	7	7	6	6	6	6	6	3	(3.000) (2)
Finance	9	10	12	11	11	10.75	11.75	11.75	11.75	11.75	11.75	0.000
Human Resources	2	2	2	2	2	2	2	2	2	2	2	0.000
Public Works	7.5	7.5	7.5	7.5	7.5	7	7.375	7.375	7.375	6.375	0	(6.375) (2)
City Hall Operations & Maintenance	0	0	0	0	0	0	0	0	0	1	1	0.000
CPW - Engineering	0	0	0	0	0	0	0	0	0	0	12	12.000 (2)
CPW - Economic Development	0	0	0	0	0	0	0	0	0	0	6.375	6.375 (2)
CPW - Building and Planning	0	0	0	0	0	0	0	0	0	0	19	19.000 (2)
CED - Administration	3	3	3	3	3	2	2	2	2	1	0	(1.000) (2)
CED - Economic Development	0	0	0	0	0	0	0	2.5	2.65	4	0	(4.000) (2)
CED - Development Services	0	0	0	0	0	0	0	11	11	10	0	(10.000) (2)
CED - Engineering	8	8	8	6	6	8	7	0	0	0	0	0.000
CED - Planning	9	9	9	8.5	8.5	8	8	0	0	0	0	0.000
CED - Building	14.75	14.75	14.75	12.75	12.75	11.5	12.5	14	14	15	0	(15.000) (2)
Parks & Rec - Admin	2	2	2	2	2	2	2	2	2	2	2	0.000
Parks & Rec - Recreation	1	1	1	1	1	1	1	1	1	1	1	0.000
Parks & Rec - Senior Cntr	1	1	1	1	1	1	1	1	1	1	1	0.000
Parks & Rec - CenterPlace	7	7	7	5	5	5	5	5	5	5	5	0.000
Total General Fund	80.25	81.25	83.25	74.75	74.75	72.25	73.625	73.625	73.775	74.125	74.625	0.500
#101 - Street Fund	4.4	5	5	5	4.5	5	5.375	5.725	5.725	5.725	5.725	0.000
#303 - Street Capital Project Fund	3.5	3.5	3.5	3.5	3.5	3.5	3.5	3.5	3.5	3.5	4.5	1.000 (3)
#402 - Stormwater Fund	4	4	4	4	4.5	4.5	4.75	4.4	4.4	4.4	4.4	0.000
Total FTEs	92.15	93.75	95.75	87.25	87.25	85.25	87.25	87.25	87.4	87.75	89.25	1.500

- (1) FTEs for 2017 reflect the reorganization that was effective in April 2017. The original 2017 Budget had FTEs of 88.4.
- (2) Reflects new departments that were created in the reorganization that was effective April 2017.
- (3) Reflects limited term Engineering Tech 1 becoming regular full time position. This position is 100% included in Fund #303 and paid for through capital projects.
- (4) Supplemental budget request for half-time attorney.

2017 Work Force Comparison

The 26 Washington Communities with a Population of 30,000 to 100,000

CITY	POPULATION	FULL-TIME	PART-TIME
Auburn	78,960	427	1
Bothell	44,370	318	13
Bremerton	40,630	306	19
Burien	50,680	65	7
Des Moines	30,860	118	6
Federal Way	96,350	315	9
Issaquah	36,030	236	11
Kennewick	80,280	360	7
Kirkland	86,080	589	14
Lacey	48,700	260	1
Lakewood	59,280	202	5
Longview	37,510	303	8
Lynnwood	36,950	342	8
Marysville	65,900	253	8
Olympia	52,160	567	14
Pasco	71,680	341	2
Pullman	33,280	201	32
Puyallup	40,500	255	9
Redmond	62,110	623	26
Sammamish	62,240	106	7
Shoreline	55,060	137	10
Spokane Valley	94,890	88	2
University Place	32,610	46	7
Walla Walla	33,840	271	14
Wenatchee	34,070	157	2
Yakima	93,900	677	27
AVERAGE		291	10

Source: Association of Washington Cities Survey: 2017 Participant Data - Cities and Towns

EMPLOYEE POSITION CLASSIFICATION
MONTHLY SALARY SCHEDULE
Salary Schedule
Effective January 1, 2018

Position Title	Grade	2018 Range
City Manager		Unclassified
Deputy City Manager	21-22	8,888.39 - 14,898.90
City Attorney	21	8,888.39 - 13,409.13
Finance Director	21	8,888.39 - 13,409.13
Parks and Recreation Director	20	7,999.45 - 11,133.86
City Engineer	19	7,199.37 - 10,862.30
Deputy City Attorney	19	7,199.37 - 10,862.30
Human Resources Manager	19	7,199.37 - 10,862.30
Planning Manager	18	6,480.26 - 9,775.59
Building Official	18	6,480.26 - 9,775.59
Engineering Manager	18	6,480.26 - 9,775.59
Economic Development Manager	18	6,480.26 - 9,775.59
Senior Engineer	17	5,831.91 - 8,797.67
Accounting Manager	17	5,831.91 - 8,797.67
Assistant Building Official	17	5,831.91 - 8,797.67
Attorney	16	5,248.20 - 7,917.40
City Clerk	16	5,248.20 - 7,917.40
Engineer	16	5,248.20 - 7,917.40
Public Works Superintendent	16	5,248.20 - 7,917.40
Senior Administrative Analyst	16	5,248.20 - 7,917.40
Senior Planner	16	5,248.20 - 7,917.40
Development Services Coordinator	16	5,248.20 - 7,917.40
GIS/Database Administrator	16	5,248.20 - 7,917.40
Accountant/Budget Analyst	16	5,248.20 - 7,917.40
Associate Planner	15	4,724.02 - 7,126.14
Assistant Engineer	15	4,724.02 - 7,126.14
IT Specialist	15	4,724.02 - 7,126.14
Engineering Technician II	15	4,724.02 - 7,126.14
Economic Development Project Specialist	15	4,724.02 - 7,126.14
Senior Plans Examiner	15	4,724.02 - 7,126.14
Human Resource Analyst	14	4,251.88 - 6,414.02
Administrative Analyst	14	4,251.88 - 6,414.02
CenterPlace Coordinator	14	4,251.88 - 6,414.02
Planner	14	4,251.88 - 6,414.02
Building Inspector II	14	4,251.88 - 6,414.02
Plans Examiner	14	4,251.88 - 6,414.02
Public Information Officer	14	4,251.88 - 6,414.02
Engineering Technician I	14	4,251.88 - 6,414.02
Senior Permit Specialist	14	4,251.88 - 6,414.02
Code Enforcement Officer	14	4,251.88 - 6,414.02
Maintenance/Construction Inspector	13-14	3,826.38 - 6,414.02
Recreation Coordinator	13-14	3,826.38 - 6,414.02
Customer Relations/Facilities Coordinator	13	3,826.38 - 5,772.39
Building Inspector I	13	3,826.38 - 5,772.39
Executive Assistant	13	3,826.38 - 5,772.39
Planning Technician	13	3,826.38 - 5,772.39
Deputy City Clerk	12-13	3,445.00 - 5,772.39
Senior Center Specialist	12-13	3,445.00 - 5,772.39
Human Resources Technician	12-13	3,445.00 - 5,772.39
Permit Facilitator	12	3,445.00 - 5,195.03
Help Desk Technician	12	3,445.00 - 5,195.03
Administrative Assistant	11-12	3,099.55 - 5,195.03
Permit Specialist	11-12	3,099.55 - 5,195.03
Accounting Technician	11-12	3,099.55 - 5,195.03
Maintenance Worker	11-12	3,099.55 - 5,195.03
Office Assistant II	10-11	2,789.41 - 4,675.75
Custodian	10	2,789.41 - 4,207.20
Office Assistant I	9-10	2,510.78 - 4,207.20

Note: Slight rounding differences may exist between the figures reflected on this page and the actual payroll rates computed by the Eden Payroll System.

CITY OF SPOKANE VALLEY, WA

Glossary of Budget Terms

Accrual Basis – A basis of accounting in which revenues and expenditures are recorded at the time they occur as opposed to when cash is actually received or spent.

Appropriation – A legal authorization granted by the City Council to make expenditures and to incur obligations for a specific purpose.

Assessed Valuation – The valuation set upon real estate and certain personal property by the County Assessor as a basis for levying property taxes.

Authorized Positions – Employee positions, which are authorized in the adopted budget, to be filled during the year.

Bond – A long-term promise to repay a specified amount (the face amount of the bond) on a particular date (the maturity date). The most common types of bonds are general obligation revenue bonds. Bonds are primarily used to finance capital projects.

Budget – A plan of financial activity for a specified period of time (fiscal year or biennium) indicating all planned revenues and expenses for the budget period.

Budget Message – The opening section of the budget that provides the City Council and the public with a general summary of the most important aspects of the budget, changes from the current and previous years, and the views and recommendations of the Mayor.

Capital Improvement – Expenditures related to acquisition, expansion or rehabilitation of an element of the government's physical plant; sometimes referred to as infrastructure.

Capital Outlay – Fixed assets that have general value of \$5,000 or more and have a useful economic lifetime of more than one year.

Capital Project – Major construction, acquisition, or renovation activities which add value to government's physical assets or significantly increase their useful life, also called capital improvements.

Capital Projects Fund – A fund created to account for all resources and expenditures used for the acquisition of fixed assets except those financed by enterprise funds.

Contingency – A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.

Contractual Services – Services rendered to a government by private firms, individuals, or other governmental agencies.

Debt Service – Payment of interest and principal on borrowed money according to a predetermined payment schedule.

Department – The basic unit of service responsibility, encompassing a broad mandate of related service responsibilities.

Division – Can be a subunit of a department which encompasses a substantial portion of the duties assigned to a department (e.g. Building Division in the Planning and Community Development Department).

Encumbrance – The commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for a specified future expenditure.

Expense – Charges incurred (whether paid immediately or unpaid) for operations, maintenance, interest or other charges.

Face Value – The amount of principal that must be paid at maturity for a bond issue.

Fiscal Year – A twelve-month period designated as the operating year for accounting and budgeting purposes in an organization.

Full-time Equivalent Position (FTE) – A full-time or part-time position converted to the decimal equivalent of a full-time position based on 2,080 hours per year. For example, a part-time person working 20 hours per week would be equivalent of 0.5 of a full-time position.

Fund – A fiscal entity with revenues and expenses that are segregated for the purpose of carrying out a specific purpose or activity.

GAAP – Generally Accepted Accounting Principles. Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules, and procedures that define accepted accounting principles.

GASB – The Governmental Accounting Standards Board, established in 1985, is the current standard-setting board for governmental GAAP.

General Fund – The principal operating fund of the City used for general governmental operations. Taxes and fees that generally have no restriction on their use support it.

General Obligation (G.O.) Bonds – This type of bond is backed by the full faith, credit and taxing power of the government issuing it.

Indirect Cost – A cost necessary for the functioning of the organization as a whole, but which cannot be identified with a specific product, function or activity.

Infrastructure – The physical assets of a government (e.g. streets, water, sewer, public buildings, and parks).

Interfund Transfers – The movement of monies between funds of the same governmental entity.

Levy – To impose taxes for the support of the governmental activities.

Long-term Debt – Debt with a maturity of more than one year after the date of issuance.

Mission Statement – A broad statement of the intended accomplishment or basic purpose of a program.

Modified Accrual Accounting – A basis of accounting in which expenditures are accrued but revenues are accounted for when they become measurable and

available. Since this type of accounting basis is a conservative financial approach, it is recommended as the standard for most governmental funds.

Operating Budget – The portion of the budget that pertains to daily operations that provide basic governmental services.

Ordinance – A formal legislative enactment by the City Council. If it is not in conflict with any higher form of law, such as a statute or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies.

Program – The smallest organization that delivers a specific set of services. A program may be an entire department; or if a department encompasses significantly diverse responsibilities or large work forces, a single department may be divided into two or more programs.

Reserve – An account used to either set aside budgeted revenues that are not required for expenditure in the current budget year or to earmark revenues for a specific future purpose.

Resolution – A special or temporary order of a legislative body—an order of a legislative body requiring less legal formality than an ordinance or statute.

Resources – Total amounts available for appropriation including estimated revenues, fund transfers, and beginning balances.

Revenue – Sources of income financing the operations of government.

Taxes – Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments. Neither does the term include charges for services rendered only to those who pay, for example, sewer service charges.

Unreserved Fund Balance – The portion of a fund's balance that is not restricted for a specific purpose and is available for general appropriation.

User Charges – The payment of a fee for direct receipt of a public service by the party who benefits from the service.

Vision Statement – A short statement that conveys the big picture of the organization. It is general in scope, not restricting. It answers the question “Why?”

**CITY OF SPOKANE VALLEY
SPOKANE COUNTY, WASHINGTON
ORDINANCE NO. 17-014**

AN ORDINANCE OF THE CITY OF SPOKANE VALLEY, SPOKANE COUNTY, WASHINGTON, ADOPTING A BUDGET FOR THE PERIOD JANUARY 1, 2018 THROUGH DECEMBER 31, 2018; APPROPRIATING FUNDS; ESTABLISHING SALARY SCHEDULES FOR ESTABLISHED POSITIONS; AND OTHER MATTERS RELATING THERETO.

WHEREAS, State law requires the City Manager to prepare a preliminary budget for the City of Spokane Valley at least 60 days before the beginning of the City fiscal year beginning January 1, 2018 and ending December 31, 2018; and

WHEREAS, the City Manager, in consultation with the Finance Director and department heads, has prepared and placed on file with the City Clerk a preliminary budget, together with an estimate of the amount of money necessary to meet the expenses of the City including payment of outstanding obligations; and

WHEREAS, notice was posted and published for public hearings held on September 12, October 10, and November 14, 2017. The City Council met and invited public comment in the City Council Chambers during each public hearing; and

WHEREAS, proper notice was given and the preliminary budget was filed with the City Clerk September 26, 2017; and

WHEREAS, the City Council desires to adopt the 2018 budget, including all allowances, and an appropriation for each fund; and

WHEREAS, the City of Spokane Valley property tax levy in 2017 for collection in 2018, will be \$11,646,122.27, which represents a 0% increase in the 2018 levy. This levy is exclusive of additional revenue resulting from new construction, improvements to property, any increase in the value of State assessed property, any annexations that have occurred, and refunds made.

NOW, THEREFORE, the City Council of the City of Spokane Valley do ordain as follows:

Section 1. Adoption of 2018 Budget. The budget for the City of Spokane Valley for the year 2018 is adopted at the fund level. The final budget for 2018 is attached hereto, and by this reference is incorporated herein pursuant to RCW 35A.33.075. For summary purposes, the total estimated appropriations for each separate fund, plus the aggregate total for all such funds, is set forth as follows:

Annual Appropriation Funds	Fund No.	Estimated Beginning Fund Balance	Revenues	Total Sources	Appropriations	Estimated Ending Fund Balance
General Fund	001	25,229,916	43,048,025	68,277,941	42,625,888	25,652,053
Street Fund	101	862,428	4,172,200	5,034,628	4,602,291	432,337
Paths & Trails Fund	103	45,984	8,700	54,684	0	54,684
Hotel/Motel Tax - Tourism Facilities Fund	104	1,198,232	378,500	1,576,732	0	1,576,732
Hotel/Motel Tax Fund	105	166,290	581,000	747,290	602,000	145,290
Solid Waste	106	79,122	225,000	304,122	225,000	79,122
PEG Fund	107	57,841	79,000	136,841	71,200	65,641
CenterPlace Operating Reserve Fund	120	300,000	0	300,000	0	300,000
Service Level Stabilization Fund	121	5,505,325	0	5,505,325	0	5,505,325
Winter Weather Reserve Fund	122	501,435	3,500	504,935	500,000	4,935
LTGO Bond Debt Service Fund	204	78,333	977,400	1,055,733	977,400	78,333
REET 1 Capital Projects Fund	301	1,497,101	807,500	2,304,601	1,816,181	488,420
REET 2 Capital Projects Fund	302	1,365,041	808,000	2,173,041	1,770,873	402,168
Street Capital Projects	303	75,566	11,151,790	11,227,356	11,151,790	75,566
Park Capital Projects Fund	309	144,714	2,577,300	2,722,014	2,441,300	280,714
Civic Facilities Capital Projects Fund	310	842,159	5,900	848,059	0	848,059
Pavement Preservation Fund	311	2,585,864	4,973,200	7,559,064	4,058,600	3,500,464
Capital Reserve Fund	312	4,033,559	1,090,960	5,124,519	439,100	4,685,419
City Hall Construction Fund	313	74,960	0	74,960	74,960	0
Railroad Grade Separation Projects Fund	314	1,050,000	1,919,921	2,969,921	2,919,921	50,000
		45,693,870	72,807,896	118,501,766	74,276,504	44,225,262

Working Capital Funds	Fund No.	Estimated Beginning Working Capital	Revenues	Total Sources	Appropriations	Estimated Ending Working Capital
Stormwater Management Fund	402	1,369,944	1,942,500	3,312,444	2,299,089	1,013,355
Aquifer Protection Area Fund	403	880,725	460,000	1,340,725	400,000	940,725
Equipment Rental & Replacement Fund	501	1,088,180	182,529	1,270,709	20,000	1,250,709
Risk Management Fund	502	233,687	370,000	603,687	370,000	233,687
		3,572,536	2,955,029	6,527,565	3,089,089	3,438,476
Total of all Funds		49,266,406	75,762,925	125,029,331	77,365,593	47,663,738

The total balance of all funds appropriated for 2018 is \$77,365,593.

Section 2. Transmittal of Budget. A complete copy of the budget as adopted, together with a copy of this Ordinance, shall be transmitted by the City Clerk to the Division of Municipal Corporations in the Office of the State Auditor and to the Association of Washington Cities.

Section 3. Severability. If any section, sentence, clause or phrase of this Ordinance shall be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this Ordinance.

Section 4. Effective Date. This Ordinance shall be in full force and effect five days after the date of publication of this Ordinance or a summary thereof in the official newspaper of the City.

PASSED by the City Council this 14th day of November, 2017.


L.R. Higgins, Mayor

ATTEST:


Christine Bainbridge, City Clerk

Approved As To Form:


Office of the City Attorney

Date of Publication: 11-24-2017
Effective Date: 11-29-2017