



# City of Spokane Valley 2019 Annual Budget



10210 E. Sprague Avenue  
Spokane Valley, WA 99206  
[www.SpokaneValley.org](http://www.SpokaneValley.org)



# **City of Spokane Valley, Washington**

## **Annual Budget**

**For the Fiscal Year  
January 1 through December 31, 2019**

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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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Spokane County

January 1, 2019 through December 31, 2019

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From left Sam Wood, Ben Wick, Arne Woodard,  
Brandi Peetz, Rod Higgins, Linda Thompson, Pam Haley

## **City Council Members**

**Rod Higgins, Mayor**

Position #1

**Pam Haley, Deputy Mayor**

Position #5

**Brandi Peetz**

Position #2

**Arne Woodard**

Position #3

**Ben Wick**

Position #4

**Sam Wood**

Position #6

**Linda Thompson**

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 2019 Annual Budget**

**Dear Citizens, Mayor and City Council of Spokane Valley:**

It is with pleasure that I present the attached 2019 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.

I am pleased to report that each of these goals have again been achieved in the 2019 General Fund Budget.

Beyond recurring operating activity, and due to our exceptionally strong financial position, we have been afforded the opportunity to use the portion of the General Fund fund balance that exceeds 50% for capital construction expenditures that are important to the City Council and Community. Since 2013, City Councils have made the decision to transfer \$20.7 million of excess General Fund reserves to partially finance a variety of projects including each phase of the Appleway Trail, Sullivan Road West Bridge Replacement, Appleway Avenue Landscaping, construction of a new City Hall, the future Barker/BNSF Grade Separation Project, and beginning to set money aside for the Pines/BNSF Grade Separation Project, Barker Corridor Project 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.
  - o The State of Washington sets the maximum level of allowable debt for cities based on assessed value of property. The City of Spokane Valley carries an exceptionally low debt burden and currently utilizes only 1.98% of its total debt capacity, and more importantly, only 9.88% of non-voted bond capacity.
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 2019 property tax assessment the same as 2018 with the exception of new construction. As in the previous nine 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 \$11,804,400 plus estimated new construction of \$250,000 for a total levy of \$12,054,400. The allowable potential increase will be banked for future use as provided by law. **This represents the tenth consecutive year 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.

## 2019 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 Council and Staff collectively dedicate 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 2019 where we anticipate recurring revenues will increase over those of 2018 by 5.79%, while expenditures increase by just 1.93%. Increases at the point of budget adoption over the past 5-years have been:

			Recurring	
			Revenues	Expenditures
2019	compared to	2018	5.79%	1.93%
2018	compared to	2017	3.73%	1.81%
2017	compared to	2016	4.38%	0.87%
2016	compared to	2015	3.08%	2.79%
2015	compared to	2014	2.72%	3.90%
2014	compared to	2013	4.39%	4.28%

### **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 2019 Budget where public safety costs including law enforcement, courts, prosecution, public defense and jail related services total \$25,927,304 which is an amount equal to 215% of anticipated property tax collections (= \$25,927,304 / \$12,054,400).

### **Staffing Levels**

The full time equivalent employee (FTE) count will increase by 4.50 from 89.25 in 2018 to 93.75 in 2019. This includes the reduction of a vacant administrative assistant position in the City Manager's office from 1.0 to 0.5 FTE, and the addition of 5.0 FTEs requested by the Community and Public Works Department that are necessary to meet project needs going into the future and of these, the wage related costs of 3.1 FTEs will be paid through capital project that are in large part financed with grant revenues dedicated to those projects. Of the 5 additional FTEs:

- 2 will be engineers with wages allocated 20% each to the Engineering Division in the General Fund (for an increase of 0.4 FTEs) and 80% to the Street Capital Projects Fund #303 (for an increase of 1.6 FTEs). The primary responsibilities of these positions will be to focus on capital projects.
- 3 will be construction inspectors with wages allocated 50% each to the Street Capital Projects Fund #303 (for an increase of 1.5 FTEs) and 50% each to the Street Fund #101 (for an

increase of 1.5 FTEs). During the construction season (April through October) the primary responsibility of these positions will be to focus on capital projects. During winter season operations (November to March) the primary responsibility of these positions will be snow operations and winter maintenance.

- It is noteworthy that these 5.0 additional FTEs are largely necessary to meet capital construction needs that are in large part grant financed. If at some point in the future the number and/or magnitude of capital projects decreases due to reduced grant opportunities or some other currently unforeseen circumstance, we will begin to eliminate these positions.

The FTE count is allocated among City funds as follows:

						Difference Between 2018 and 2019
	2018 Budget	2019 Staff Reallocation	2019 City Mgr Change	2019 CPW Request	2019 Budget	
General Fund #001	74.63	(0.50)	(0.50)	0.40	74.03	(0.60)
Street O&M Fund #101	5.72	0.50	0.00	1.50	7.72	2.00
Street Capital Projects Fund #303	4.50	0.50	0.00	3.10	8.10	3.60
Stormwater Fund #402	4.40	(0.50)	0.00	0.00	3.90	(0.50)
	89.25	0.00	(0.50)	5.00	93.75	4.50

Taking into consideration that we contract for police services and are served by Fire Districts and a Library District, for a major city we operate substantially below the normal employee count and consequently at a significantly reduced payroll cost relative to many cities across the country. The personnel costs for the 74.03 FTEs charged to the General Fund represent just 20.4% of expenditures. Spokane Valley staff levels average about one employee for every 1,044 citizens (= population of 97,847 per the Census Bureau / 93.75 FTEs) 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 2019, 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 2019, we project total revenues in Pavement Preservation Fund #311 of \$5,760,900 that combined with \$1,527,300 of fund reserves will be applied against \$7,288,200 in projected expenditures. Sources of revenue in 2019 include \$1,820,000 in grant proceeds, \$1,500,000 from the Street Wear fee that was adopted by Council in 2018, and \$2,440,900 in transfers from other City funds consisting of:

- \$972,300 from the General Fund

- \$734,300 from REET 1 Capital Projects Fund #301
- \$734,300 from REET 2 Capital Projects Fund #302

While Pavement Preservation is one of our critical service and budget priorities we find that sustaining adequate levels is a constant challenge and I address this in the portion of this budget message titled “Challenges”.

### **Transportation and Infrastructure**

The 2019 Budget includes \$20,603,882 of capital expenditures that we anticipate will be in-part offset with \$10,974,189 in grant revenues which results in 53.26% of capital projects being financed with State and Federal dollars. The projects we’ll work on in 2019 include:

- \$5.4 million in Street Capital Projects Fund #303
- \$1.8 million in Park Capital Projects Fund #309
- \$7.2 million in Pavement Preservation Fund #311
- \$4.7 million in Grade Separation Projects Fund #314
- \$1.3 million in Stormwater Fund #402 and Aquifer Protection Area Fund #403

## **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 2019 revenue projection of \$2,092,300 which represents an increase of \$157,300 (or 8.1%) over 2015 revenues of \$1,935,000.
- The 6% telephone utility tax generated \$3.1 million in the first year of collections in 2009. Since that time however we have experienced a decline averaging 5.18% per year and at this point are projecting 2019 revenues of just \$1,700,000. We believe the decline is primarily due to the elimination of land lines by individual households.
- At the June 12, 2018 Budget Workshop, Council discussed the fact that Street O&M Fund recurring revenues were substantially exceeded by recurring expenditures but were interested in continuing to deliver historic levels of service despite the fact that telephone utility tax revenues have continued to decline. Council asked Staff to prepare a budget that resolves this funding imbalance with a one-time transfer during 2019 of Capital Reserve Fund #312 money. The necessary transfer is \$907,544 and this is reflected in both Fund numbers 101 and 312.
- Determining “how” to fully finance Street O&M Fund #101 beyond 2019 will continue to be a Council conversation.

### **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 O&M Fund dollars,
  - Civic Facility Replacement Fund #123 (Fund #123) reserves that were dedicated towards this purpose until their depletion in 2016.
  - Real estate excise tax (REET) revenues,
  - Grant revenues, and
  - Beginning in 2018, the addition of a street wear fee that was negotiated by the City as part of an updated solid waste collection contract that recognized the damage that heavily laden garbage trucks do to our road system.
  - Following is a table that reflects pavement preservation related revenues over the 9-year period 2011 through 2019:

	Fund							
	001	101	106	123	301/302	310		
	General	Street O&M	Street Wear Fee	Civic Fac. Replace.	REET 1&2	Civic Fac. Capital	Grants	Total
<u>Actual</u>								
2011	584,681	0	0	0	0	500,000	0	1,084,681
2012	2,045,203	0	0	0	0	0	0	2,045,203
2013	855,857	282,000	0	616,284	300,000	0	35,945	2,090,086
2014	888,823	282,000	0	616,284	368,944	0	2,042,665	4,198,716
2015	920,000	206,618	0	616,284	502,098	0	835,224	3,080,224
2016	943,800	67,342	0	559,808	730,572	0	1,654,698	3,956,220
2017	953,200	67,342	0	0	1,320,958	0	89,208	2,430,708
<u>Budget</u>								
2018	962,700	67,342	1,000,000	0	1,370,658	0	1,572,500	4,973,200
2019	972,300	0	1,500,000	0	1,468,600	0	1,820,000	5,760,900
	<u>9,126,564</u>	<u>972,644</u>	<u>2,500,000</u>	<u>2,408,660</u>	<u>6,061,830</u>	<u>500,000</u>	<u>8,050,240</u>	<u>29,619,938</u>

- The City used the Civic Facility Replacement Fund #123 reserves over the 4-year period 2013 through 2016 in order to give the City time to determine how best to finance the pavement preservation plan in 2017 and beyond.
- Heavy reliance on REET revenues began in 2017 following the depletion of Fund #123 reserves.
- Although we currently exist in a robust economy that includes near record REET collections, we realize that as the economy wanes in the future, so will REET revenues. As a consequence, overly relying on REET revenues may in the future limit the City's ability to provide the necessary match needed for State and Federal grants that are applied to other street construction and reconstruction projects.
- Over the past 10-12 years Spokane Valley has struggled to develop a pavement management plan that clearly delineates the pavement condition index (PCI) that should be maintained throughout our road system and define the amount of money we should dedicate annually to achieve that plan. The first studies initially estimated the annual cost to be in excess of \$10 million per year but as recently as 2016 the estimated cost was reduced to \$6.8 million.
- Even though the City's investment in our pavement preservation program has fallen short of \$6.8 million per year we find that the PCI is not in a free fall and is in fact holding fairly steady at 71.

- The City is currently reevaluating our pavement preservation plan with the intent of refining the PCI across local access, collectors and arterials, and formulating a more realistic cost to maintain these. Staff plan to come before Council in early 2019 to report the results.
- The desired outcome of the updated pavement preservation plan is to assist Council and Staff in determining the ideal PCI for the different street classifications and the cost to maintain each. Following that, Council and Staff will work collectively to determine how to finance the plan.

3. Railroad Grade Separation 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 \$88.8 million including:

- Barker and Trent Road Overpass (estimated cost of \$19.0 to \$24.7 million),
- Pines and Trent Underpass (estimated cost of \$29.0 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.

Barker/Trent Grade Separation Project

We reached the point of being fully funded for this project in early 2018 and the final design phase is underway. Design will continue through 2019 and right-of-way acquisition should begin in 2019. Construction will begin no later than 2020. Revenue sources are comprised of the following:

Barker Grade Separation Project Financing Sources		
City of Spokane Valley		
General Fund reserves	\$	1,421,000
Real Estate Excise Tax (REET)		2,209,000
Total from Spokane Valley	\$	3,630,000
Federal Earmark		721,000
2017 WA Legislature appropriation		1,500,000
National Highway Freight Program		6,000,000
TIGER 9		9,020,000
FMSIB (20% of total)		
(assume \$19.0 million)		3,800,000
		<u>\$ 24,671,000</u>

### Pines / Trent Grade Separation Project

Progress to date includes:

- The City has set aside \$3,185,000 towards what we currently anticipate will be a \$29.0 million project. Sources include the following:

Pines Grade Separation Project Financing Sources		
City of Spokane Valley		
2016 General Fund Property acquisition	\$	500,000
2017 General Fund dedication		1,200,000
2017 General Fund allocation of		
fund balance > 50%		721,000
2018 General Fund allocation of		
fund balance > 50%		764,000
Total from Spokane Valley	\$	1,485,000

- In late 2016 the City acquired property valued at approximately \$500,000 that was applied to the acquisition of property that will in-part satisfy the right-of-way needs for this project.
- On July 11, 2017 Council approved a Phase 1 contract with an engineering firm valued at \$124,000 with a scope of services that calls for evaluating two potential sites, each of which includes a roundabout and signalized intersection alternative. The end result of the study will be a final recommended option with a revised cost estimate. Council will make the final choice of the alternative chosen. Following this, we will enter the second design phase where the City will contract with an engineering firm to take the Council adopted alternative to a 100% design.
- Future property acquisitions will be necessary during the right-of-way phase of the project but this cannot be determined until the final phase of the design is well underway.
- The City has applied for a variety of both state and federal grants including the TIGER, FASTLANE and INFRA programs.
- Grant application currently outstanding include:
  - SRTC – application is for right-of-way in the amount of \$3.8 million (90% of the estimated total cost of \$4.2 million).
  - BUILD – application is for the \$23.2 million which is 80% of the estimated project cost.
  - CRISI 1 – application is for design in the amount of \$1.25 million (50% of the estimated total cost of \$2.5 million).
  - CRISI 2 - application is for design in the amount of \$1.25 million (50% of the estimated total cost of \$2.5 million).
- We will continue to apply for grant programs as they become available. We are hopeful that having a 100% design will make us more competitive as we will then have a “shovel ready” project.

## **Economic Development**

To the best of our ability we focus on business retention and expansion of existing businesses and recruitment of new businesses. Examples of ongoing and future economic development efforts are as follows:



**Comprehensive Plan** – In the latter part of 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. The 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; conducting a market and retail gap analysis; development of a recruitment plan; identification of a strategic retail prospect list; and recruitment of retail on behalf of the City. We have included money in the 2019 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”.

## **The Budget for 2019**

### **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 the intended purpose of providing Spokane Valley the means to sustain critical public services during turbulent economic conditions and this served the City well during the Great Recession that began in 2008. The 2019 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.

We are cognizant of the fact that we are now in the longest economic expansion in United States history and at this point, with each passing day we are closer to the next economic downturn. Given this, we will remain vigilant in our observance of local, state and national events and economic trends that may impact our own community and work towards capitalizing on our strengths, minimizing our weaknesses, and being ever watchful towards both threats and opportunities.

**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 for 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 2019 and beyond.

**Acknowledgments**

I would like to acknowledge the Community, City Council and Staff for a long history of financially responsible spending and sensible 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 2019 Budget recommendations to achieve the Council's ongoing goal of sustainability.

I hope the Citizens of Spokane Valley are proud of the programs and strong financial condition of their City. We invite your examination and questions regarding the 2019 Budget.

Respectfully,



Mark Calhoun  
City Manager



**TO:** City Manager and Members of the City Council

**FROM:** Chelsie Taylor, Finance Director

**SUBJECT:** About the 2019 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.

**2019 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 2019 Budget development process began at the February 13, 2018 Council workshop where among other topics, Council and staff discussed the budget in general terms. In mid-April 2018 the Finance Department notified City Departments that their 2019 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 12, 2018. 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 2019 Budget is scheduled to be adopted on November 13, 2018, the Council will have had an opportunity to discuss it on eight separate occasions, including three public hearings to gather input from citizens:

June 12	Council budget workshop
August 21	Admin report: Estimated 2019 revenues and expenditures
September 11	<u>Public hearing #1</u> on 2019 revenues and expenditures
September 25	City Manager's presentation of preliminary 2019 Budget
October 9	<u>Public hearing #2</u> on 2019 Budget
October 23	First reading on ordinance adopting the 2019 Budget
November 13	<u>Public hearing #3</u> on the 2019 Budget
November 13	Second reading on ordinance adopting the 2019 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% *	
Public Safety	0.10% *	} 2.30% local tax
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 2018 population figure used in the 2019 Budget is 95,810 as reported by the Office of Financial Management for Washington State on April 1, 2018. 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 2018 the Municipal Research and Services Center estimates the distribution back to cities will be \$21.93 per person. Based upon a City of Spokane Valley population of 95,810 (per the Washington State Office of Financial Management on April 1, 2018) we anticipate the City will collect \$2,101,100 in 2019. RCW 47.30.050 specifies that 0.42% of this tax must be expended for paths and trails activities and based upon the 2019 revenue estimate this computes to \$8,800. The balance of \$2,092,300 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 \$1.7 million for 2019.

**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 \$8,800 in 2019. 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 \$390,000 in 2019.

**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 \$600,000 in 2019.

**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 12.5% of gross receipts. This fee shall be used by the City for costs related to solid waste services, including costs for contract administration, solid waste planning and management, and for a portion of the City's street preservation and maintenance programs. Of the amounts collected under the fee, no more than 1% of gross receipts may be used for contract administration.

**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, 2019, the outstanding balance on this portion of the bond issue will be \$4,645,000.
- \$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 1<sup>st</sup> and 2<sup>nd</sup> quarter percent real estate excise tax. At January 1, 2019 the outstanding balance on this portion of the bond issue will be \$730,000.

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 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, 2019, the outstanding balance on the bond issue will be \$6,895,000.

#### **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 \$1,890,000 in 2019.

### **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 2019. 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 2019:

		Out:						Total In
		001	105	106	301	302	312	
In:	001	0	30,000	40,422	0	0	0	70,422
	101	0	0	0	0	0	907,544	907,544
	204	401,250	0	0	82,475	82,475	0	566,200
	303	0	0	0	504,172	167,434	317,000	988,606
	309	1,320,000	0	0	0	0	14,788	1,334,788
	311	972,300	0	1,500,000	734,300	734,300	0	3,940,900
	314	0	0	0	50,000	0	0	50,000
	501	36,600	0	0	0	0	0	36,600
	502	390,000	0	0	0	0	0	390,000
								8,285,060 Total in
Total Out		3,120,150	30,000	1,540,422	1,370,947	984,209	1,239,332	8,285,060 Total out
								0

**#001 – General Fund is budgeted to transfer out \$3,120,150 including:**

- \$401,250 to Fund #204 – LTGO Debt Service Fund for bond payments on the 2016 LTGO Bonds for the City Hall construction.
- \$1,320,000 to Fund #309 – Park Capital Projects Fund for park related projects, including \$160,000 for a restroom facility at Browns Park and \$1,000,000 for additional improvements at Browns Park.
- \$972,300 to Fund #311 – Pavement Preservation Fund for pavement preservation projects.
- \$36,600 to Fund #501 – Equipment Rental and Replacement Fund to fund a CenterPlace kitchen equipment replacement reserve.
- \$390,000 to Fund #502 – Risk Management Fund for the 2019 property and liability insurance premium.

**#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 \$40,422 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. The final transfer for this reimbursement is in 2019.

#301 – REET 1 Capital Projects Fund is budgeted to transfer out \$1,357,058 including:

- \$82,475 to Fund #204 – LTGO Debt Service Fund to pay a portion of the annual payment on the 2014 LTGO bonds.
- \$504,172 to Fund #303 – Street Capital Projects Fund that will be applied towards grant matches for street construction projects.
- \$734,300 to Fund #311 – Pavement Preservation Fund for pavement preservation projects.
- \$50,000 to Fund #314 – Railroad Grade Separation Projects Fund for the Barker Rd. grade separation project.

#302 – REET 2 Capital Projects Fund is budgeted to transfer out \$984,209 including:

- \$82,475 to Fund #204 – LTGO Debt Service Fund to pay a portion of the annual payment on the 2014 LTGO bonds.
- \$167,434 to Fund #303 – Street Capital Projects Fund that will be applied towards grant matches for street construction projects.
- \$734,300 to Fund #311 – Pavement Preservation Fund for pavement preservation projects.

#312 – Capital Reserve Fund is budgeted to transfer out \$1,239,332 including:

- \$907,544 to Fund #101 – Street Fund as a one-time coverage of the estimated deficit in recurring activity for the 2019 Budget.
- \$317,000 to Fund #303 – Street Capital Projects Fund that will be applied towards City funded street construction projects.
- \$14,788 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.

## **SIGNIFICANT ASSUMPTIONS IN THE 2019 BUDGET**

### **Budget Summary for All Funds**

- Based upon funding levels anticipated in the 2019 budget, City staff will strive to maintain adequate levels of service.
- Appropriations for all City Funds will total \$78.3 million including \$20.6 million in capital expenditures, comprised in-part of:
  - \$5.4 million in Fund #303 – Street Capital Projects.
  - \$1.8 million in Fund #309 – Park Capital Projects.
  - \$7.2 million in Fund #311 – Pavement Preservation projects.
  - \$4.7 million in Fund #314 – Railroad Grade Separation Projects.
  - \$450 thousand in Fund #402 – Stormwater Management projects.
  - \$833 thousand in Fund #403 – Aquifer Protection Area projects.
- To partially offset the \$20.6 million in capital costs, we anticipate \$11 million in grant revenues which results in 53.26% 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 93.75 employees compared to 89.25 in the prior year as a result of the reduction of a vacant administrative assistant position in the City Manager's office from 1.0 to 0.5 FTE, and the addition of 5.0 FTEs requested by the Community and Public Works Department that are necessary to meet project needs going into the future. The 5 FTEs represent an increase of 0.4 FTE in Fund #001 – General Fund, 1.5 FTEs in Fund #101 – Street Operations & Maintenance, and 3.1 FTEs in Fund #303 – Street Capital Projects.

- See the City Manager's budget message for further details on FTE count for the City.
- The 2019 Budget reflects the fifth 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 \$2,440,900.
- 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.

### **2019 General Fund Revenues**

- Total recurring 2019 revenues are estimated at \$45,496,900 as compared to \$43,007,600 in 2018. This is an increase of \$2,489,300 or 5.79%.
- The two largest sources of revenue continue to be Sales Tax and Property Tax which are collectively estimated to account for 83.52% of 2019 General Fund recurring revenues.
- The 2019 general sales tax estimate (excluding criminal justice and public safety sales taxes) is reflective of 2018 receipts to date and are currently estimated at \$22.9 million which reflects an increase of \$2,035,100 or 9.75% over the 2018 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 2019 levy is estimated at \$12,054,400.
  - The levy assumes we start with the 2018 levy of \$11,804,400, forgo the potential annual increase allowed by State law, and finally add taxes related to new construction which we estimate to be \$250,000.
- Franchise fees and business registrations are primarily based on projected receipts in 2018.
- State shared revenues are based upon a combination of historical collections including 2018 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.

### **2019 General Fund Expenditures**

- Total 2019 recurring expenditures are budgeted at \$41,691,369 as compared to \$40,901,919 in 2018. This is an increase of \$789,450 or 1.93%.
- The City commitment of 6% of recurring General Fund expenditures to pavement preservation equals \$2,440,900 and is computed by multiplying total recurring expenditures prior to adding the pavement preservation element ( $\$2,440,900 / \$40,719,069 = 6\%$ ). The \$2,440,900 that is transferred to Pavement Preservation Fund #311 is comprised of the following:
  - \$972,300 from General Fund #001
  - \$734,300 from REET 1 Capital Projects Fund #301
  - \$734,300 from REET 2 Capital Projects Fund #302
- 2019 Nonrecurring expenditures total \$1,342,000 and include:
  - \$107,000 for Information Technology expenditures including:
    - \$22,000 to replace outdated copiers
    - \$50,000 to upgrade storage devices at CenterPlace
    - \$30,000 for a whole room UPS for the server room at City Hall

- \$50,000 for workstations and carpet replacement at the police precinct
- \$25,000 for retail recruitment services
- \$160,000 transfer out to the Parks Capital Projects Fund #309 to construct a new restroom at Browns Park
- \$1,000,000 transfer out to the Parks Capital Projects Fund #309 to complete additional improvements at Browns Park

### **General Fund Revenues Over (Under) Expenditures and Fund Balance**

- 2019 recurring revenues are anticipated to exceed recurring expenditures by \$3,805,531.
- Total 2019 revenues are anticipated to exceed total expenditures by \$2,503,953.
- The total unrestricted General Fund ending fund balance is anticipated to be \$33,064,618 at the end of 2019 which is 79.31% of total recurring expenditures of \$41,691,369. 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 \$2,101,100 according to per capita estimates provided by the Municipal Research and Services Center. Of this amount, \$2,092,300 will be credited to the Street O&M Fund #101 and 0.42% or \$8,800 to the Paths and Trails Fund #103.
- Telephone taxes that are remitted to the City and support Street Fund operations and maintenance are anticipated at \$1,700,000.
- 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 2019 we estimate these revenues to be \$1,000,000 per each ¼% for a total of \$2,000,000.
- Hotel/Motel tax revenues are computed by the City and are dedicated to the promotion of visitors and tourism. In 2019 we estimate the tax will generate \$990,000, which includes \$600,000 in Fund #105 Hotel / Motel Tax Fund from the 2% tax and \$390,000 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 2019 we estimate this will fee will generate \$1,890,000.
- 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 \$10,974,189 in 2019. By fund we anticipate grant revenues as follows:
  - Fund #303 – Street Capital Projects - \$4,408,681
  - Fund #309 – Parks Capital Projects - \$572,308
  - Fund #311 – Pavement Preservation - \$1,820,000
  - Fund #314 – Railroad Grade Separation Projects Fund - \$3,750,000
  - Fund #402 – Stormwater Fund - \$106,000
  - Fund #403 – Aquifer Protection Area Fund - \$317,200

#### **Expenditures**

- Fund #101 – Street Fund appropriations include:

- \$4,918,044 for maintenance of City streets, including \$497,200 in snow operations and \$855,000 in intergovernmental payments for services.
- Fund #106 – Solid Waste Fund appropriations include:
  - a \$1,500,000 transfer out to the Pavement Preservation Fund #311 for street preservation activities
- Fund #301 – REET 1 Capital Projects Fund includes a \$1,370,947 appropriation to cover:
  - a \$82,475 transfer to LTGO Bond Debt Service Fund #204 to pay one-half of the City's annual repayment of the 2014 LTGO Bonds.
  - a \$504,172 transfer to Street Capital Projects Fund #303 to partially offset the cost of street construction / reconstruction projects.
  - a \$734,300 transfer to Pavement Preservation Fund #311 for pavement preservation projects.
  - a \$50,000 transfer to Railroad Grade Separation Projects Fund #314 for the Barker Road Grade Separation Project.
- Fund #302 – REET 2 Capital Projects Fund includes a \$984,209 appropriation to cover:
  - a \$82,475 transfer to LTGO Bond Debt Service Fund #204 to pay one-half of the City's annual repayment of the 2014 LTGO Bonds.
  - a \$167,434 transfer to Street Capital Projects Fund #303 to partially offset the cost of street construction / reconstruction projects.
  - a \$734,300 transfer to Pavement Preservation Fund #311 for pavement preservation projects
- Fund #303 – Street Capital Projects Fund includes an appropriation of \$5,432,987 for a variety of street construction projects. Included in the projects are the Sullivan/Wellesley intersection project for which we are appropriating \$1,167,287 in 2019 and the N. Sullivan Corridor ITS project for which we are appropriating \$730,000 in 2019.
- Fund #309 – Parks Capital Projects includes a \$1,812,095 appropriation to cover a variety of City park improvements that will be financed through a combination of a \$1,320,000 transfer from the General Fund #001, a \$14,788 transfer in from the Capital Reserve Fund #312, and \$572,308 in grant proceeds.
- Fund #311 – Pavement Preservation includes \$7,238,200 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 \$906,544 in transfers to Fund #101 – Street O&M to cover the estimated deficit in recurring activity for 2019 and \$317,000 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, towards improvements at the intersection of 8<sup>th</sup> and Carnahan in the amount of \$45,000, and towards the widening of the Barker Road corridor in the amount of \$267,000. It also includes \$14,788 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 \$4,700,000 towards the Barker Road Grade Separation project and the Pines Road Grade Separation project.
- Fund #402 – Stormwater Fund includes \$560,000 for nonrecurring expenditures including:
  - \$450,000 for various capital projects
  - \$110,000 for the studies related to the City's Stormwater permit and the watershed
- Fund #403 – Aquifer Protection Area Fund includes a \$832,600 appropriation to various capital projects.



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**CITY OF SPOKANE VALLEY, WA  
2019 Budget Summary**

<b>Annual Appropriation Funds</b>	<b>Fund No.</b>	<b>Estimated Beginning Fund Balance</b>	<b>Revenues</b>	<b>Total Sources</b>	<b>Appropriations</b>	<b>Estimated Ending Fund Balance</b>
General Fund	001	30,560,665	45,537,322	76,097,987	43,033,369	33,064,618
Street Fund	101	636,748	4,918,044	5,554,792	4,918,044	636,748
Paths & Trails Fund	103	5,024	9,200	14,224	0	14,224
Hotel/Motel Tax - Tourism Facilities Fund	104	1,857,095	397,000	2,254,095	0	2,254,095
Hotel/Motel Tax Fund	105	200,867	602,000	802,867	655,000	147,867
Solid Waste	106	190,682	1,726,300	1,916,982	1,726,300	190,682
PEG Fund	107	62,637	76,000	138,637	71,100	67,537
CenterPlace Operating Reserve Fund	120	300,000	0	300,000	0	300,000
Service Level Stabilization Fund	121	5,500,000	0	5,500,000	0	5,500,000
Winter Weather Reserve Fund	122	501,217	5,000	506,217	500,000	6,217
LTGO Bond Debt Service Fund	204	0	998,350	998,350	998,350	0
REET 1 Capital Projects Fund	301	1,778,693	1,022,000	2,800,693	1,370,947	1,429,746
REET 2 Capital Projects Fund	302	2,649,661	1,025,000	3,674,661	984,209	2,690,452
Street Capital Projects	303	66,692	5,432,987	5,499,679	5,432,987	66,692
Park Capital Projects Fund	309	43,502	1,907,096	1,950,598	1,812,095	138,503
Civic Facilities Capital Projects Fund	310	849,588	9,000	858,588	0	858,588
Pavement Preservation Fund	311	3,875,163	5,760,900	9,636,063	7,288,200	2,347,863
Capital Reserve Fund	312	6,990,056	50,000	7,040,056	1,239,332	5,800,724
City Hall Construction Fund	313	26,116	0	26,116	0	26,116
Railroad Grade Separation Projects Fund	314	901,612	3,800,000	4,701,612	4,700,000	1,612
		<u>56,996,018</u>	<u>73,276,199</u>	<u>130,272,217</u>	<u>74,729,933</u>	<u>55,542,284</u>

<b>Working Capital Funds</b>	<b>Fund No.</b>	<b>Estimated Beginning Working Capital</b>	<b>Revenues</b>	<b>Total Sources</b>	<b>Appropriations</b>	<b>Estimated Ending Working Capital</b>
Stormwater Management Fund	402	1,616,607	2,016,000	3,632,607	2,297,332	1,335,275
Aquifer Protection Area Fund	403	1,670,248	787,200	2,457,448	832,600	1,624,848
Equipment Rental & Replacement Fund	501	1,258,812	188,029	1,446,841	20,000	1,426,841
Risk Management Fund	502	244,261	390,000	634,261	390,000	244,261
		<u>4,789,928</u>	<u>3,381,229</u>	<u>8,171,157</u>	<u>3,539,932</u>	<u>4,631,225</u>
Total of all Funds		<u>61,785,946</u>	<u>76,657,428</u>	<u>138,443,374</u>	<u>78,269,865</u>	<u>60,173,509</u>

**CITY OF SPOKANE VALLEY, WA  
2019 Budget**

11/13/2018

	2018			2019	Difference Between	
	As Adopted	Amendment	As Amended	Proposed Budget	\$	%
<b>#001 - GENERAL FUND</b>						
<b>RECURRING ACTIVITY</b>						
<u>Revenues</u>						
Property Tax	11,796,100	0	11,796,100	12,054,400	258,300	2.19%
Sales Tax	20,881,900	0	20,881,900	22,917,000	2,035,100	9.75%
Sales Tax - Public Safety	967,800	0	967,800	1,081,900	114,100	11.79%
Sales Tax - Criminal Justice	1,738,000	0	1,738,000	1,944,000	206,000	11.85%
Gambling Tax and Leasehold Excise Tax	381,000	0	381,000	387,000	6,000	1.57%
Franchise Fees/Business Registration	1,210,000	0	1,210,000	1,224,000	14,000	1.16%
State Shared Revenues	2,109,600	0	2,109,600	1,909,800	(199,800)	(9.47%)
Fines and Forfeitures/Public Safety	1,319,900	0	1,319,900	1,078,500	(241,400)	(18.29%)
Community and Public Works	1,684,100	0	1,684,100	1,882,300	198,200	11.77%
Recreation Program Revenues	633,300	0	633,300	628,800	(4,500)	(0.71%)
Miscellaneous Department Revenue	1,000	0	1,000	1,000	0	0.00%
Miscellaneous & Investment Interest	201,800	0	201,800	358,200	156,400	77.50%
Transfers in - #101 ( <i>street admin</i> )	39,700	0	39,700	0	(39,700)	(100.00%)
Transfers in - #105 ( <i>h/m tax-CP advertising</i> )	30,000	0	30,000	30,000	0	0.00%
Transfers in - #402 ( <i>storm admin</i> )	13,400	0	13,400	0	(13,400)	(100.00%)
Total Recurring Revenues	43,007,600	0	43,007,600	45,496,900	2,489,300	5.79%
<u>Expenditures</u>						
City Council	548,494	1,593	550,087	545,903	(4,184)	(0.76%)
City Manager	956,245	455	956,700	948,835	(7,865)	(0.82%)
City Attorney	594,752	7,455	602,207	610,549	8,342	1.39%
Public Safety	25,464,251	0	25,464,251	25,927,304	463,053	1.82%
Deputy City Manager	450,663	228	450,891	267,044	(183,847)	(40.77%)
Finance / IT	1,339,064	910	1,339,974	1,402,497	62,523	4.67%
Human Resources	275,387	5,028	280,415	297,421	17,006	6.06%
City Hall Operations and Maintenance	306,043	228	306,271	290,543	(15,728)	(5.14%)
Community & Public Works - Engineering	1,572,947	56,346	1,629,293	1,816,141	186,848	11.47%
Community & Public Works - Economic Dev	970,642	228	970,870	1,018,772	47,902	4.93%
Community & Public Works - Building & Plan	2,265,677	(55,890)	2,209,787	2,248,698	38,911	1.76%
Parks & Rec - Administration	301,083	228	301,311	335,958	34,647	11.50%
Parks & Rec - Maintenance	893,700	(29,725)	863,975	893,500	29,525	3.42%
Parks & Rec - Recreation	260,574	228	260,802	253,622	(7,180)	(2.75%)
Parks & Rec - Aquatics	492,900	23,000	515,900	491,153	(24,747)	(4.80%)
Parks & Rec - Senior Center	98,229	0	98,229	101,215	2,986	3.04%
Parks & Rec - CenterPlace	910,468	228	910,696	949,414	38,718	4.25%
General Government	1,261,610	0	1,261,610	1,332,650	71,040	5.63%
Transfers out - #204 ( <i>2016 LTGO debt service</i> )	399,350	0	399,350	401,250	1,900	0.48%
Transfers out - #309 ( <i>park capital projects</i> )	160,000	0	160,000	160,000	0	0.00%
Transfers out - #311 ( <i>pavement preservation</i> )	962,700	0	962,700	972,300	9,600	1.00%
Transfers out - #501 ( <i>CenterPlace kitchen reserve</i> )	36,600	0	36,600	36,600	0	0.00%
Transfers out - #502 ( <i>insurance premium</i> )	370,000	0	370,000	390,000	20,000	5.41%
Total Recurring Expenditures	40,891,379	10,540	40,901,919	41,691,369	789,450	1.93%
Recurring Revenues Over (Under)						
Recurring Expenditures	2,116,221	(10,540)	2,105,681	3,805,531		

**CITY OF SPOKANE VALLEY, WA  
2019 Budget**

11/13/2018

	2018			2019	Difference Between	
	As Adopted	Amendment	As Amended	Proposed Budget	\$	%
<b>#001 - GENERAL FUND - continued</b>						
<b>NONRECURRING ACTIVITY</b>						
<u>Revenues</u>						
Transfers in - #106 (solid waste repayment)	40,425	0	40,425	40,422	(3)	(0.01%)
Total Nonrecurring Revenues	40,425	0	40,425	40,422	(3)	(0.01%)
<u>Expenditures</u>						
General Government - IT capital replacements	115,000	0	115,000	107,000	(8,000)	(6.96%)
City Attorney (part-time attorney furniture)	4,809	0	4,809	0	(4,809)	(100.00%)
Deputy City Manager (Q-Alert software)	11,700	0	11,700	0	(11,700)	(100.00%)
Economic Development (retail recruitment)	50,000	0	50,000	25,000	(25,000)	(50.00%)
Public Safety (full facility generator)	100,000	0	100,000	0	(100,000)	(100.00%)
Public Safety (carpet & workstation replacement)	0	0	0	50,000	50,000	0.00%
Parks & Rec (Flooring in Great Room & Dining Room)	50,000	0	50,000	0	(50,000)	(100.00%)
Parks & Rec (CP reseal two restroom floors)	3,000	0	3,000	0	(3,000)	(100.00%)
General Government - City Hall generator	0	200,000	200,000	0	(200,000)	(100.00%)
Transfers out - #122 (replenish reserve)	0	490,000	490,000	0	(490,000)	(100.00%)
Transfers out - #309 (Browns Park lighting & path)	200,000	0	200,000	0	(200,000)	(100.00%)
Transfers out - #309 (CP outdoor venue Phase 1)	200,000	0	200,000	0	(200,000)	(100.00%)
Transfers out - #309 (Appleway Trail Amenities)	0	29,725	29,725	0	(29,725)	(100.00%)
Transfers out - #309 (Browns Park restroom)	0	0	0	160,000	160,000	0.00%
Transfers out - #309 (Browns Park other)	0	0	0	1,000,000	1,000,000	0.00%
Transfers out - #312 ('16 fund bal > 50%)	0	2,795,429	2,795,429	0	(2,795,429)	(100.00%)
Transfers out - #312 (misc capital projects)	1,000,000	0	1,000,000	0	(1,000,000)	(100.00%)
Total Nonrecurring Expenditures	1,734,509	3,515,154	5,249,663	1,342,000	(3,907,663)	(74.44%)
Nonrecurring Revenues Over (Under)						
Nonrecurring Expenditures	(1,694,084)	(3,515,154)	(5,209,238)	(1,301,578)		
Excess (Deficit) of Total Revenues						
Over (Under) Total Expenditures	422,137	(3,525,694)	(3,103,557)	2,503,953		
Beginning unrestricted fund balance	33,664,222		33,664,222	30,560,665		
Ending unrestricted fund balance	34,086,359		30,560,665	33,064,618		
Fund balance as a percent of recurring expenditures	83.36%		74.72%	79.31%		

<b>General Fund Summary</b>				
Total revenues	43,048,025	0	43,048,025	45,537,322
Total expenditures	42,625,888	3,525,694	46,151,582	43,033,369
Excess (Deficit) of Total Revenues				
Over (Under) Total Expenditures	422,137	(3,525,694)	(3,103,557)	2,503,953
Beginning unrestricted fund balance	33,664,222		33,664,222	30,560,665
Ending unrestricted fund balance	34,086,359		30,560,665	33,064,618

**CITY OF SPOKANE VALLEY, WA  
2019 Budget**

11/13/2018

	2018			2019	Difference Between	
	As Adopted	Amendment	As Amended	Proposed Budget	\$	%
<b>SPECIAL REVENUE FUNDS</b>						
<b>#101 - STREET FUND</b>						
<b>RECURRING ACTIVITY</b>						
<u>Revenues</u>						
Utility Tax	1,900,000	0	1,900,000	1,700,000	(200,000)	(10.53%)
Motor Vehicle Fuel (Gas) Tax	2,052,400	0	2,052,400	2,092,300	39,900	1.94%
Multimodal Transportation Revenue	133,800	0	133,800	132,200	(1,600)	(1.20%)
Right-of-Way Maintenance Fee	70,000	0	70,000	70,000	0	0.00%
Investment Interest	6,000	0	6,000	6,000	0	0.00%
Miscellaneous	10,000	0	10,000	10,000	0	0.00%
Total Recurring Revenues	4,172,200	0	4,172,200	4,010,500	(161,700)	(3.88%)
<u>Expenditures</u>						
Wages / Benefits / Payroll Taxes	771,019	0	771,019	1,044,547	273,528	35.48%
Supplies	112,500	0	112,500	113,300	800	0.71%
Services & Charges	2,141,751	455	2,142,206	2,308,818	166,612	7.78%
Snow Operations	504,800	0	504,800	497,200	(7,600)	(1.51%)
Intergovernmental Payments	851,000	0	851,000	855,000	4,000	0.47%
Vehicle rentals - #501 (non-plow vehicle rental)	21,250	0	21,250	21,250	0	0.00%
Vehicle rentals - #501 (plow replace.)	77,929	0	77,929	77,929	0	0.00%
Transfers out - #001	39,700	0	39,700	0	(39,700)	(100.00%)
Transfers out - #311 (pavement preservation)	67,342	0	67,342	0	(67,342)	(100.00%)
Total Recurring Expenditures	4,587,291	455	4,587,746	4,918,044	330,298	7.20%
Recurring Revenues Over (Under)						
Recurring Expenditures	(415,091)	(455)	(415,546)	(907,544)		
<b>NONRECURRING ACTIVITY</b>						
<u>Revenues</u>						
Transfers in - #312	0	0	0	907,544	907,544	0.00%
Total Nonrecurring Revenues	0	0	0	907,544	907,544	0.00%
<u>Expenditures</u>						
Battery backups for intersections	15,000	0	15,000	0	(15,000)	(100.00%)
Total Nonrecurring Expenditures	15,000	0	15,000	0	(15,000)	(100.00%)
Nonrecurring Revenues Over (Under)						
Nonrecurring Expenditures	(15,000)	0	(15,000)	907,544		
Excess (Deficit) of Total Revenues						
Over (Under) Total Expenditures	(430,091)	(455)	(430,546)	0		
Beginning fund balance	1,067,294		1,067,294	636,748		
Ending fund balance	637,203		636,748	636,748		
<b>Street Fund Summary</b>						
Total revenues	4,172,200	0	4,172,200	4,918,044		
Total expenditures	4,602,291	455	4,602,746	4,918,044		
Excess (Deficit) of Total Revenues						
Over (Under) Total Expenditures	(430,091)	(455)	(430,546)	0		
Beginning unrestricted fund balance	1,067,294		1,067,294	636,748		
Ending unrestricted fund balance	637,203		636,748	636,748		

**CITY OF SPOKANE VALLEY, WA  
2019 Budget**

11/13/2018

	2018			2019	Difference Between	
	As Adopted	Amendment	As Amended	Proposed Budget	2018 and 2019	
					\$	%
<b>SPECIAL REVENUE FUNDS - continued</b>						
<b>#103 - PATHS &amp; TRAILS FUND</b>						
<u>Revenues</u>						
Motor Vehicle Fuel (Gas) Tax	8,700	0	8,700	8,800	100	1.15%
Investment Interest	0	0	0	400	400	0.00%
Total revenues	8,700	0	8,700	9,200	500	5.75%
<u>Expenditures</u>						
Transfers out - #309 (Appleway Trail - Sullivan to Corbin)	0	50,000	50,000	0	(50,000)	(100.00%)
Total expenditures	0	50,000	50,000	0	(50,000)	(100.00%)
Revenues over (under) expenditures	8,700		(41,300)	9,200		
Beginning fund balance	46,324		46,324	5,024		
Ending fund balance	55,024		5,024	14,224		
<b>#104 - HOTEL / MOTEL TAX - TOURISM FACILITIES FUND</b>						
<u>Revenues</u>						
Hotel/Motel Tax	377,000	0	377,000	390,000	13,000	3.45%
Investment Interest	1,500	0	1,500	7,000	5,500	366.67%
Transfers in - #105	0	250,000	250,000	0	(250,000)	(100.00%)
Total revenues	378,500	250,000	628,500	397,000	(231,500)	(36.83%)
<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	378,500		628,500	397,000		
Beginning fund balance	1,228,595		1,228,595	1,857,095		
Ending fund balance	1,607,095		1,857,095	2,254,095		
<b>#105 - HOTEL / MOTEL TAX FUND</b>						
<u>Revenues</u>						
Hotel/Motel Tax	580,000	0	580,000	600,000	20,000	3.45%
Investment Interest	1,000	0	1,000	2,000	1,000	100.00%
Total revenues	581,000	0	581,000	602,000	21,000	3.61%
<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	572,000	(250,000)	322,000	625,000	303,000	94.10%
Total expenditures	602,000	0	602,000	655,000	53,000	8.80%
Revenues over (under) expenditures	(21,000)		(21,000)	(53,000)		
Beginning fund balance	221,867		221,867	200,867		
Ending fund balance	200,867		200,867	147,867		
<b>#106 - SOLID WASTE FUND</b>						
<u>Revenues</u>						
Sunshine Administrative Fee	225,000	0	225,000	225,000	0	0.00%
Solid Waste Road Wear Fee	0	1,000,000	1,000,000	1,500,000	500,000	50.00%
Investment Interest	0	0	0	1,300	1,300	0.00%
Total revenues	225,000	1,000,000	1,225,000	1,726,300	501,300	40.92%
<u>Expenditures</u>						
Education & Contract Administration	184,575	0	184,575	185,878	1,303	0.71%
Transfers out - #001	40,425	0	40,425	40,422	(3)	(0.01%)
Transfers out - #311	0	1,000,000	1,000,000	1,500,000	500,000	50.00%
Total expenditures	225,000	1,000,000	1,225,000	1,726,300	501,300	40.92%
Revenues over (under) expenditures	0		0	0		
Beginning fund balance	190,682		190,682	190,682		
Ending fund balance	190,682		190,682	190,682		

**CITY OF SPOKANE VALLEY, WA  
2019 Budget**

11/13/2018

	2018			2019	Difference Between	
	As Adopted	Amendment	As Amended	Proposed Budget	2018 and 2019	
					\$	%
<b>SPECIAL REVENUE FUNDS - continued</b>						
<b>#107 - PEG FUND</b>						
<u>Revenues</u>						
Comcast PEG Contribution	79,000	0	79,000	76,000	(3,000)	(3.80%)
Investment Interest	0	0	0	0	0	0.00%
Total revenues	79,000	0	79,000	76,000	(3,000)	(3.80%)
<u>Expenditures</u>						
PEG Reimbursement - CMTV	40,200	0	40,200	40,100	(100)	(0.25%)
Capital Outlay	31,000	0	31,000	31,000	0	0.00%
Total expenditures	71,200	0	71,200	71,100	(100)	(0.14%)
Revenues over (under) expenditures	7,800		7,800	4,900		
Beginning fund balance	54,837		54,837	62,637		
Ending fund balance	62,637		62,637	67,537		
<b>#120 - CENTER PLACE OPERATING RESERVE FUND</b>						
<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		
<b>#121 - SERVICE LEVEL STABILIZATION RESERVE FUND</b>						
<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	5,500,000		5,500,000	5,500,000		
Ending fund balance	5,500,000		5,500,000	5,500,000		
<b>#122 - WINTER WEATHER RESERVE FUND</b>						
<u>Revenues</u>						
Investment Interest	3,500	0	3,500	5,000	1,500	42.86%
Transfers in - #001	0	490,000	490,000	0	(490,000)	(100.00%)
Subtotal revenues	3,500	490,000	493,500	5,000	(488,500)	(98.99%)
<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	(496,500)		(6,500)	(495,000)		
Beginning fund balance	7,717		7,717	501,217		
Ending fund balance	(488,783)		1,217	6,217		



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	2018			2019	Difference Between	
	As	Amendment	As	Proposed Budget	2018 and 2019	
	Adopted		Amended		\$	%
<b>DEBT SERVICE FUNDS</b>						
<b>#204 - LTGO BOND DEBT SERVICE FUND</b>						
<u>Revenues</u>						
Spokane Public Facilities District	414,050	0	414,050	432,150	18,100	4.37%
Transfers in - #001	399,350	0	399,350	401,250	1,900	0.48%
Transfers in - #301	82,000	0	82,000	82,475	475	0.58%
Transfers in - #302	82,000	0	82,000	82,475	475	0.58%
Total revenues	977,400	0	977,400	998,350	20,950	2.14%
<u>Expenditures</u>						
Debt Service Payments - CenterPlace	414,050	0	414,050	432,150	18,100	4.37%
Debt Service Payments - Roads	164,000	0	164,000	164,950	950	0.58%
2016 LTGO Bond Principal & Interest	399,350	0	399,350	401,250	1,900	0.48%
Total expenditures	977,400	0	977,400	998,350	20,950	2.14%
Revenues over (under) expenditures	0		0	0		
Beginning fund balance	0		0	0		
Ending fund balance	0		0	0		

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	2018			2019	Difference Between	
	As Adopted	Amendment	As Amended	Proposed Budget	\$	%
<b>CAPITAL PROJECTS FUNDS</b>						
<b>#301 - REET 1 CAPITAL PROJECTS FUND</b>						
<u>Revenues</u>						
REET 1 - Taxes	800,000	700,000	1,500,000	1,000,000	(500,000)	(33.33%)
Investment Interest	7,500	0	7,500	22,000	14,500	193.33%
Total revenues	807,500	700,000	1,507,500	1,022,000	(485,500)	(32.21%)
<u>Expenditures</u>						
Transfers out - #204	82,000	0	82,000	82,475	475	0.58%
Transfers out - #303	1,048,852	0	1,048,852	504,172	(544,680)	(51.93%)
Transfers out - #311 ( <i>pavement preservation</i> )	685,329	0	685,329	734,300	48,971	7.15%
Transfers out - #314 ( <i>Barker Grade Separation</i> )	0	38,000	38,000	50,000	12,000	31.58%
Total expenditures	1,816,181	38,000	1,854,181	1,370,947	(483,234)	(26.06%)
Revenues over (under) expenditures	(1,008,681)		(346,681)	(348,947)		
Beginning fund balance	2,125,374		2,125,374	1,778,693		
Ending fund balance	<u>1,116,693</u>		<u>1,778,693</u>	<u>1,429,746</u>		
<b>#302 - REET 2 CAPITAL PROJECTS FUND</b>						
<u>Revenues</u>						
REET 2 - Taxes	800,000	700,000	1,500,000	1,000,000	(500,000)	(33.33%)
Investment Interest	8,000	0	8,000	25,000	17,000	212.50%
Total revenues	808,000	700,000	1,508,000	1,025,000	(483,000)	(32.03%)
<u>Expenditures</u>						
Transfers out - #204	82,000	0	82,000	82,475	475	0.58%
Transfers out - #303	1,003,544	95,890	1,099,434	167,434	(932,000)	(84.77%)
Transfers out - #311 ( <i>pavement preservation</i> )	685,329	0	685,329	734,300	48,971	7.15%
Total expenditures	1,770,873	95,890	1,866,763	984,209	(882,554)	(47.28%)
Revenues over (under) expenditures	(962,873)		(358,763)	40,791		
Beginning fund balance	3,008,424		3,008,424	2,649,661		
Ending fund balance	<u>2,045,551</u>		<u>2,649,661</u>	<u>2,690,452</u>		

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	2018			2019	Difference Between	
	As Adopted	Amendment	As Amended	Proposed Budget	2018 and 2019	
					\$	%
<b>CAPITAL PROJECTS FUNDS - continued</b>						
<b>#303 - STREET CAPITAL PROJECTS FUND</b>						
<u>Revenues</u>						
Grant Proceeds	8,919,182	(938,037)	7,981,145	4,408,681	(3,572,464)	(44.76%)
Developer	65,212	(32,180)	33,032	35,700	2,668	8.08%
Transfers in - #301	1,048,852	0	1,048,852	504,172	(544,680)	(51.93%)
Transfers in - #302	1,003,544	95,890	1,099,434	167,434	(932,000)	(84.77%)
Transfers in - #312 - Euclid Ave - Flora to Barker	5,000	410,839	415,839	5,000	(410,839)	(98.80%)
Transfers in - #312 - 8th & Carnahan Intersection	0	425,000	425,000	45,000	(380,000)	(89.41%)
Transfers in - #312 - Indiana bus stops & crosswalks	110,000	(110,000)	0	0	0	0.00%
Transfers in - #312 - Barker Corridor	0	148,488	148,488	267,000	118,512	(20.19%)
Total revenues	11,151,790	0	11,151,790	5,432,987	(5,718,803)	(51.28%)
<u>Expenditures</u>						
123 Mission Ave. - Flora to Barker	3,625,716	136,412	3,762,128	5,000	(3,757,128)	(99.87%)
141 Sullivan & Euclid PCC	0	25,000	25,000	0	(25,000)	(100.00%)
142 Broadway @ Argonne/Mullan PCC intersection	2,250,000	91,799	2,341,799	12,500	(2,329,299)	(99.47%)
166 Pines Rd (SR27) & Grace Ave. Intersect Safety	402,710	92,290	495,000	5,000	(490,000)	(98.99%)
201 ITS Infill Project Phase 1	378,172	58,828	437,000	5,000	(432,000)	(98.86%)
205 Sprague/Barker Intersections Improvement	35,700	0	35,700	35,700	0	0.00%
221 McDonald Rd Diet (16th to Mission)	1,000	0	1,000	0	(1,000)	(100.00%)
222 Citywide Reflective Signal Backplates	17,000	25,645	42,645	0	(42,645)	(100.00%)
239 Bowdish Sidewalk 8th to 12th	5,000	0	5,000	0	(5,000)	(100.00%)
247 8th & Carnahan Intersection Improvements	0	425,000	425,000	45,000	(380,000)	(89.41%)
249 Sullivan/Wellesley Intersection	268,000	0	268,000	1,167,287	899,287	335.55%
250 9th Ave. Sidewalk	2,000	0	2,000	0	(2,000)	(100.00%)
251 Euclid Ave. - Flora to Barker	5,000	414,359	419,359	5,000	(414,359)	(98.81%)
258 32nd Ave Sidewalk - SR27 to Evergreen	407,870	0	407,870	5,000	(402,870)	(98.77%)
259 N. Sullivan Corridor ITS Project	808,723	(723,723)	85,000	730,000	645,000	758.82%
263 Citywide Signal Backplates	24,526	100,193	124,719	0	(124,719)	(100.00%)
264 8th Ave Sidewalk	458,958	0	458,958	0	(458,958)	(100.00%)
265 Wellesley Sidewalk Project	647,665	(609,665)	38,000	382,000	344,000	905.26%
267 Mission Ave Sidewalk	60,250	0	60,250	420,000	359,750	597.10%
273 Barker/I-90 Interchange	0	500,000	500,000	500,000	0	0.00%
275 Barker Rd Widening - River to Euclid	0	88,000	88,000	132,000	44,000	50.00%
276 Barker Rd Widening - Euclid to Garland	0	54,000	54,000	81,000	27,000	50.00%
277 Barker Rd Widening - Garland to Trent	0	36,000	36,000	54,000	18,000	50.00%
278 Wilbur Rd Sidewalk - Boone to Broadway	0	20,000	20,000	354,500	334,500	1672.50%
279 Knox Ave Sidewalk - Hutchinson to Sargent	0	20,000	20,000	294,000	274,000	1370.00%
281 Highland Estates Connector	0	0	0	200,000	200,000	0.00%
Barker Road Widening	106,500	(106,500)	0	0	0	0.00%
Coleman Sidewalk	25,000	(25,000)	0	0	0	0.00%
Argonne Reconstruction - Indiana to Montgom	512,000	(512,000)	0	0	0	0.00%
Indiana bus stops & crosswalks	110,000	(110,000)	0	0	0	0.00%
Contingency	1,000,000	(638)	999,362	1,000,000	638	0.06%
Total expenditures	11,151,790	0	11,151,790	5,432,987	(5,718,803)	(51.28%)
Revenues over (under) expenditures	0		0	0		
Beginning fund balance	66,692		66,692	66,692		
Ending fund balance	66,692		66,692	66,692		

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.

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	2018			2019	Difference Between	
	As Adopted	Amendment	As Amended	Proposed Budget	\$	%
<b>CAPITAL PROJECTS FUNDS - continued</b>						
<b>#309 - PARK CAPITAL PROJECTS FUND</b>						
<u>Revenues</u>						
Grant Proceeds	1,693,200	0	1,693,200	572,308	(1,120,892)	(66.20%)
Transfers in - #001	560,000	29,725	589,725	1,320,000	730,275	123.83%
Transfers in - #103	0	50,000	50,000	0	(50,000)	(100.00%)
Transfers in - #312	324,100	0	324,100	14,788	(309,312)	(95.44%)
Investment Interest	0	0	0	0	0	0.00%
Total revenues	2,577,300	79,725	2,657,025	1,907,096	(749,929)	(28.22%)
<u>Expenditures</u>						
237 Appleway Trail (Sullivan to Corbin)	1,853,300	233,000	2,086,300	5,000	(2,081,300)	(99.76%)
268 Appleway Trail (Evergreen to Sullivan)	164,000	0	164,000	72,500	(91,500)	(55.79%)
270 CenterPlace outdoor venue - Phase 1	200,000	0	200,000	0	(200,000)	(100.00%)
271 Browns Park lighting and pathway	200,000	(176,800)	23,200	0	(23,200)	(100.00%)
274 Park signs (Sullivan, Park Rd, Balfour)	24,000	0	24,000	0	(24,000)	(100.00%)
280 Appleway Trail Amenities (Univ - Pines)	0	29,725	29,725	509,595	479,870	1614.37%
282 Browns Park volleyball courts	0	176,800	176,800	0	(176,800)	(100.00%)
Browns Park restroom	0	0	0	160,000	160,000	0.00%
Browns Park improvements	0	0	0	1,000,000	1,000,000	0.00%
Swing sets	0	0	0	25,000	25,000	0.00%
Resurface Discovery Park	0	0	0	40,000	40,000	0.00%
Electrical Upgrade Mirabeau Point Park	0	7,700	7,700	0	(7,700)	(100.00%)
Heart of the Valley Sculpture Placement	0	28,000	28,000	0	(28,000)	(100.00%)
Total expenditures	2,441,300	298,425	2,739,725	1,812,095	(927,630)	(33.86%)
Revenues over (under) expenditures	136,000		(82,700)	95,001		
Beginning fund balance	126,202		126,202	43,502		
Ending fund balance	262,202		43,502	138,503		
<b>#310 - CIVIC FACILITIES CAPITAL PROJECTS FUND</b>						
<u>Revenues</u>						
Investment Interest	5,900	0	5,900	9,000	3,100	52.54%
Total revenues	5,900	0	5,900	9,000	3,100	52.54%
<u>Expenditures</u>						
Transfers out - #001	0	0	0	0	0	0.00%
Total expenditures	0	0	0	0	0	0.00%
Revenues over (under) expenditures	5,900		5,900	9,000		
Beginning fund balance	843,688		843,688	849,588		
Ending fund balance	849,588		849,588	858,588		
<b>#311 - PAVEMENT PRESERVATION</b>						
<u>Revenues</u>						
Transfers in - #001	962,700	0	962,700	972,300	9,600	1.00%
Transfers in - #101	67,342	0	67,342	0	(67,342)	(100.00%)
Transfers in - #106	0	1,000,000	1,000,000	1,500,000	500,000	50.00%
Transfers in - #301	685,329	0	685,329	734,300	48,971	7.15%
Transfers in - #302	685,329	0	685,329	734,300	48,971	7.15%
Grant Proceeds	2,572,500	(1,000,000)	1,572,500	1,820,000	247,500	15.74%
Total revenues	4,973,200	0	4,973,200	5,760,900	787,700	15.84%
<u>Expenditures</u>						
Pavement preservation	4,008,600	401,940	4,410,540	7,238,200	2,827,660	64.11%
Pre-project GeoTech	50,000	0	50,000	50,000	0	0.00%
Total expenditures	4,058,600	401,940	4,460,540	7,288,200	2,827,660	63.39%
Revenues over (under) expenditures	914,600		512,660	(1,527,300)		
Beginning fund balance	3,362,503		3,362,503	3,875,163		
Ending fund balance	4,277,103		3,875,163	2,347,863		

*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.*

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	2018			2019	Difference Between	
	As Adopted	Amendment	As Amended	Proposed Budget	2018 and 2019	
					\$	%
CAPITAL PROJECTS FUNDS - continued						
#312 - CAPITAL RESERVE FUND						
Revenues						
Transfers in - #001	1,000,000	2,795,429	3,795,429	0	(3,795,429)	(100.00%)
Transfers in - #313	74,960	0	74,960	0	(74,960)	(100.00%)
Investment Interest	16,000	0	16,000	50,000	34,000	212.50%
Total revenues	1,090,960	2,795,429	3,886,389	50,000	(3,836,389)	(98.71%)
Expenditures						
City Hall Sculpture Siting	0	5,383	5,383	0		
Transfers out - #101	0	0	0	907,544		
Transfers out - #303 (Euclid Ave - Flora to Barker)	5,000	410,839	415,839	5,000	(410,839)	(98.80%)
Transfers out - #303 (8th & Carnahan Intersection)	0	425,000	425,000	45,000	(380,000)	(89.41%)
Transfers out - #303 (Indiana bus stops & crosswalks)	110,000	(110,000)	0	0	0	0.00%
Transfers out - #303 (Barker Road Corridor)	0	148,488	148,488	267,000	118,512	79.81%
Transfers out - #309 (Appleway Trail - Sullivan-Corbin)	301,900	0	301,900	5,000	(296,900)	(98.34%)
Transfers out - #309 (Appleway Trail - Evergreen-Sullivan)	22,200	0	22,200	9,788	(12,412)	(55.91%)
Transfers out - #314 (Pines Rd Grade Separation)	0	4,809	4,809	0	(4,809)	(100.00%)
Total expenditures	439,100	884,519	1,323,619	1,239,332	(84,287)	(6.37%)
Revenues over (under) expenditures	651,860		2,562,770	(1,189,332)		
Beginning fund balance	4,427,286		4,427,286	6,990,056		
Ending fund balance	5,079,146		6,990,056	5,800,724		
#313 - CITY HALL CONSTRUCTION FUND						
Revenues						
Investment Interest	0	0	0	0	0	0.00%
Total revenues	0	0	0	0	0	0.00%
Expenditures						
Transfers out - #312	74,960	0	74,960	0	(74,960)	(100.00%)
Total expenditures	74,960	0	74,960	0	(74,960)	(100.00%)
Revenues over (under) expenditures	(74,960)		(74,960)	0		
Beginning fund balance	101,076		101,076	26,116		
Ending fund balance	26,116		26,116	26,116		
#314 - RAILROAD GRADE SEPARATION PROJECTS FUND						
Revenues						
Grant Proceeds	1,919,921	(1,149,921)	770,000	3,750,000	2,980,000	387.01%
Transfers in - #301	0	38,000	38,000	50,000	12,000	31.58%
Transfers in - #312	0	4,809	4,809	0	(4,809)	(100.00%)
Total revenues	1,919,921	(1,107,112)	812,809	3,800,000	2,987,191	367.51%
Expenditures						
143 Barker BNSF Grade Separation	1,919,921	(1,019,921)	900,000	3,800,000	2,900,000	322.22%
223 Pines Rd Underpass	1,000,000	(920,000)	80,000	900,000	820,000	1025.00%
Total expenditures	2,919,921	(1,939,921)	980,000	4,700,000	3,720,000	379.59%
Revenues over (under) expenditures	(1,000,000)		(167,191)	(900,000)		
Beginning fund balance	1,068,803		1,068,803	901,612		
Ending fund balance	68,803		901,612	1,612		

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	2018			2019	Difference Between	
	As Adopted	Amendment	As Amended	Proposed Budget	\$	%
<b>ENTERPRISE FUNDS</b>						
<b>#402 - STORMWATER FUND</b>						
<b>RECURRING ACTIVITY</b>						
<u>Revenues</u>						
Stormwater Management Fees	1,870,000	0	1,870,000	1,890,000	20,000	1.07%
Investment Interest	7,500	0	7,500	20,000	12,500	166.67%
Total Recurring Revenues	1,877,500	0	1,877,500	1,910,000	32,500	1.73%
<u>Expenditures</u>						
Wages / Benefits / Payroll Taxes	557,157	0	557,157	494,273	(62,884)	(11.29%)
Supplies	14,800	0	14,800	10,700	(4,100)	(27.70%)
Services & Charges	1,140,982	228	1,141,210	1,182,109	40,899	3.58%
Intergovernmental Payments	35,000	0	35,000	37,500	2,500	7.14%
Vehicle rentals - #501	12,750	0	12,750	12,750	0	0.00%
Transfers out - #001	13,400	0	13,400	0	(13,400)	(100.00%)
Total Recurring Expenditures	1,774,089	228	1,774,317	1,737,332	(36,985)	(2.08%)
Recurring Revenues Over (Under)						
Recurring Expenditures	103,411	(228)	103,183	172,668		
<b>NONRECURRING ACTIVITY</b>						
<u>Revenues</u>						
Grant Proceeds	65,000	0	65,000	106,000	41,000	63.08%
Total Nonrecurring Revenues	65,000	0	65,000	106,000	41,000	63.08%
<u>Expenditures</u>						
Capital - various projects	450,000	0	450,000	450,000	0	0.00%
Effectiveness study	15,000	0	15,000	10,000	(5,000)	(33.33%)
Watershed studies	60,000	0	60,000	100,000	40,000	66.67%
Total Nonrecurring Expenditures	525,000	0	525,000	560,000	35,000	6.67%
Nonrecurring Revenues Over (Under)						
Nonrecurring Expenditures	(460,000)	0	(460,000)	(454,000)		
Excess (Deficit) of Total Revenues						
Over (Under) Total Expenditures	(356,589)	(228)	(356,817)	(281,332)		
Beginning working capital	1,973,424		1,973,424	1,616,607		
Ending working capital	1,616,835		1,616,607	1,335,275		
<b>Stormwater Fund Summary</b>						
Total revenues	1,942,500	0	1,942,500	2,016,000		
Total expenditures	2,299,089	228	2,299,317	2,297,332		
Excess (Deficit) of Total Revenues						
Over (Under) Total Expenditures	(356,589)	(228)	(356,817)	(281,332)		
Beginning unrestricted fund balance	1,973,424		1,973,424	1,616,607		
Ending unrestricted fund balance	1,616,835		1,616,607	1,335,275		
<b>#403 - AQUIFER PROTECTION AREA</b>						
<u>Revenues</u>						
Spokane County	460,000	0	460,000	460,000	0	0.00%
Grant Proceeds	0	445,955	445,955	317,200	(128,755)	(28.87%)
Investment Interest	0	0	0	10,000	10,000	0.00%
Total revenues	460,000	445,955	905,955	787,200	(118,755)	(13.11%)
<u>Expenditures</u>						
Capital - various projects	400,000	248,780	648,780	832,600	183,820	28.33%
Total expenditures	400,000	248,780	648,780	832,600	183,820	28.33%
Revenues over (under) expenditures	60,000		257,175	(45,400)		
Beginning working capital	1,413,073		1,413,073	1,670,248		
Ending working capital	1,473,073		1,670,248	1,624,848		

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	2018			2019	Difference Between	
	As	Amendment	As	Proposed Budget	2018 and 2019	
	Adopted		Amended		\$	%
INTERNAL SERVICE FUNDS						
#501 - ER&R FUND						
Revenues						
Vehicle rentals - #001	30,000	0	30,000	30,000	0	0.00%
Vehicle rentals - #101	21,250	0	21,250	21,250	0	0.00%
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	4,000	0	4,000	9,500	5,500	137.50%
Total revenues	182,529	0	182,529	188,029	5,500	3.01%
Expenditures						
Small tools & minor equipment	20,000	0	20,000	20,000	0	0.00%
Total expenditures	20,000	0	20,000	20,000	0	0.00%
Revenues over (under) expenditures	162,529		162,529	168,029		
Beginning working capital	1,096,283		1,096,283	1,258,812		
Ending working capital	1,258,812		1,258,812	1,426,841		
#502 - RISK MANAGEMENT FUND						
Revenues						
Transfers in - #001	370,000	0	370,000	390,000	20,000	5.41%
Total revenues	370,000	0	370,000	390,000	20,000	5.41%
Expenditures						
Auto & Property Insurance	370,000	0	370,000	390,000	20,000	5.41%
Total expenditures	370,000	0	370,000	390,000	20,000	5.41%
Revenues over (under) expenditures	0		0	0		
Beginning fund balance	244,261		244,261	244,261		
Ending fund balance	244,261		244,261	244,261		
TOTAL OF ALL FUNDS						
Total of Revenues for all Funds	75,762,925	5,353,997	81,116,922	76,657,428		
Total of Expenditures for all Funds	77,365,593	4,604,010	81,969,603	78,269,865		
Total grant revenues (included in total revenues)	15,169,803	(2,642,003)	12,527,800	10,974,189		
Total Capital expenditures (included in total expenditures)	21,644,311	(785,393)	20,858,918	20,603,882		

**CITY OF SPOKANE VALLEY, WA**  
**2019 Budget**  
**Revenues by Fund**

General Fund

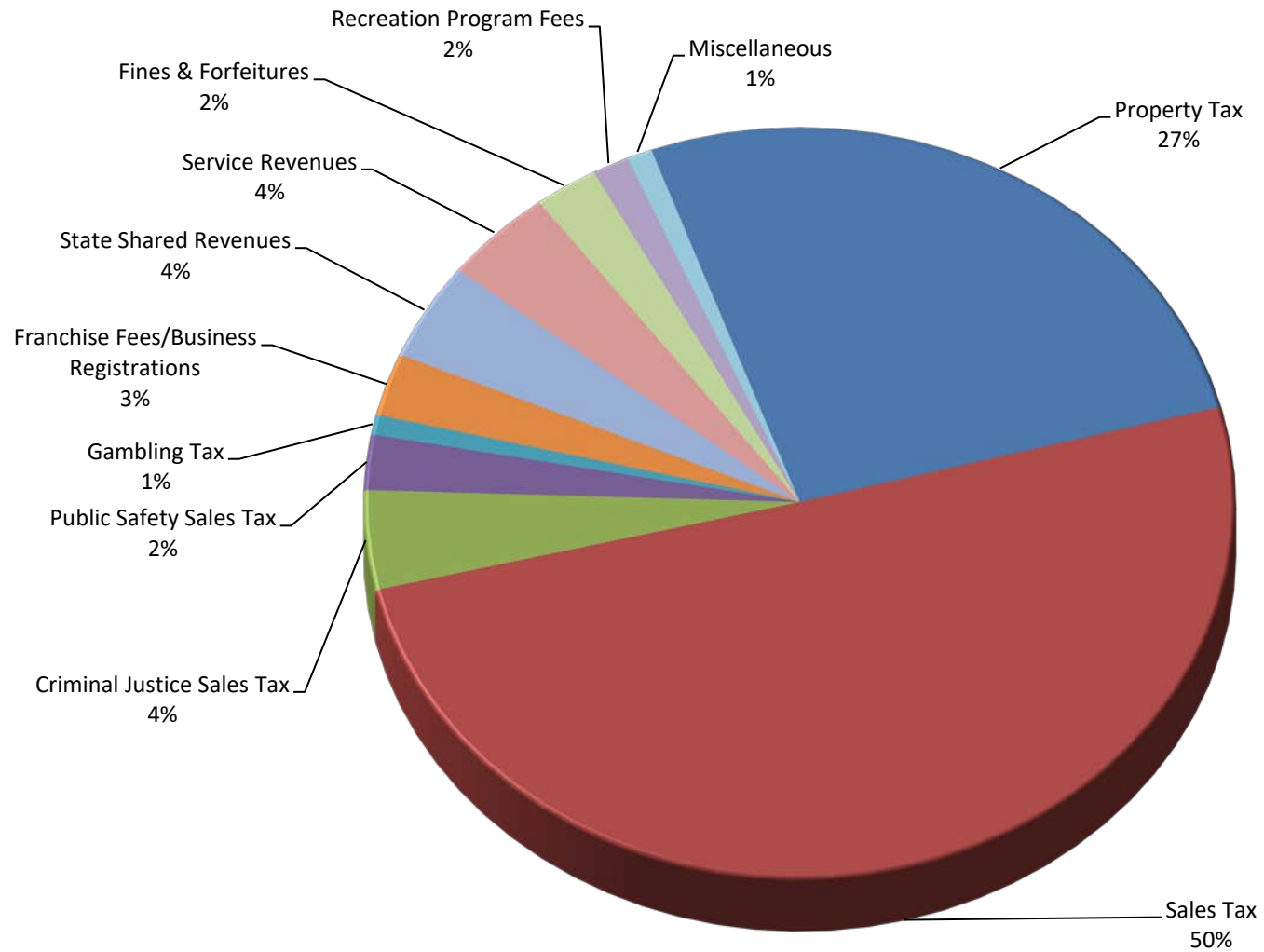
Property Tax	\$ 12,054,400
Sales Tax	22,917,000
Sales Tax - Public Safety	1,081,900
Sales Tax - Criminal Justice	1,944,000
Gambling and Leasehold Excise Tax	387,000
Franchise Fees/Business Registration	1,224,000
State Shared Revenues	1,909,800
Service Revenues	1,882,300
Fines and Forfeitures	1,078,500
Recreation Program Fees	628,800
Miscellaneous, Investment Int., Transfers	429,622
Total General Fund	<u>\$ 45,537,322</u>

Other Funds

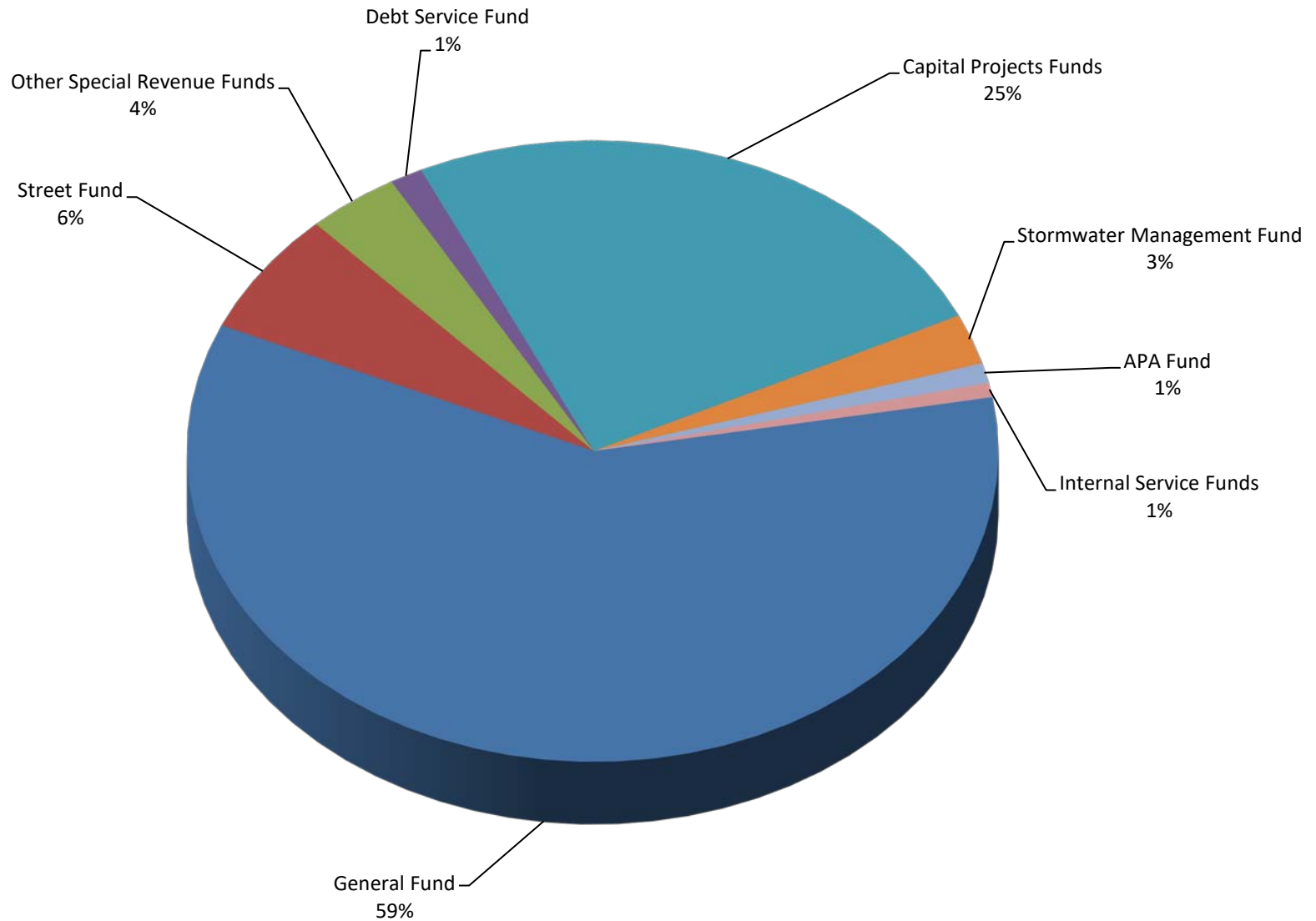
101	Street Fund	\$ 4,918,044
103	Paths & Trails Fund	9,200
104	Hotel/Motel Tax Tourism Facilities Fund	397,000
105	Hotel/Motel Tax Fund	602,000
106	Solid Waste Fund	1,726,300
107	PEG Fund	76,000
120	CenterPlace Operating Reserve Fund	0
121	Service Level Stabilization Reserve Fund	0
122	Winter Weather Reserve Fund	5,000
204	LTGO Bond Debt Service Fund	998,350
301	REET 1 Capital Projects Fund	1,022,000
302	REET 2 Capital Projects Fund	1,025,000
303	Street Capital Projects Fund	5,432,987
309	Parks Capital Projects Fund	1,907,096
310	Civic Facilities Capital Projects Fund	9,000
311	Pavement Preservation Fund	5,760,900
312	Capital Reserve Fund	50,000
313	City Hall Construction Fund	0
314	Railroad Grade Separation Projects Fund	3,800,000
402	Stormwater Management Fund	2,016,000
403	Aquifer Protection Area Fund	787,200
501	Equipment Rental & Replacement Fund	188,029
502	Risk Management Fund	390,000
	Total Other Funds	<u>\$ 31,120,106</u>
	Total All Funds	<u><u>\$ 76,657,428</u></u>



**CITY OF SPOKANE VALLEY, WA**  
**2019 General Fund Revenues**  
**\$45,537,322**



**CITY OF SPOKANE VALLEY, WA**  
**2019 City Wide Revenues**  
**\$ 76,657,428**



**CITY OF SPOKANE VALLEY, WA**  
**2019 Budget - General Fund**  
**Detail Revenues by Type**

	2015	2016	2017	2018	2019
	Actual	Actual	Actual	Budget	Proposed Budget
<u>Property Tax</u>					
Property Tax	11,095,009	11,250,832	11,433,071	11,796,100	12,054,400
Property Tax - Delinquent	185,138	163,275	179,986	0	0
	<u>11,280,147</u>	<u>11,414,107</u>	<u>11,613,056</u>	<u>11,796,100</u>	<u>12,054,400</u>
<u>Sales Taxes</u>					
Sales Tax	18,209,568	19,887,049	21,089,134	20,881,900	22,917,000
Sales Tax - Public Safety	848,665	910,798	983,025	967,800	1,081,900
Sales Tax - Criminal Justice	1,523,588	1,642,804	1,765,040	1,738,000	1,944,000
	<u>20,581,821</u>	<u>22,440,652</u>	<u>23,837,199</u>	<u>23,587,700</u>	<u>25,942,900</u>
<u>Gambling and Leasehold Excise Tax</u>					
Amusement Games	11,909	13,671	14,841	13,000	14,000
Card Games	336,960	288,199	279,611	288,000	280,000
Bingo & Raffles	950	839	1,060	1,000	1,000
Punch Boards & Pull Tabs	62,966	69,001	72,292	69,000	72,000
Leasehold Excise Tax	5,869	6,567	11,073	6,500	11,000
Leasehold Excise Tax (State)	770	3,514	9,175	3,500	9,000
	<u>419,424</u>	<u>381,790</u>	<u>388,052</u>	<u>381,000</u>	<u>387,000</u>
<u>Licenses &amp; Permits</u>					
General Business Licenses	109,076	111,906	124,006	110,000	124,000
Franchise Fees	1,111,616	1,145,319	1,152,203	1,100,000	1,100,000
	<u>1,220,692</u>	<u>1,257,225</u>	<u>1,276,209</u>	<u>1,210,000</u>	<u>1,224,000</u>
<u>State Shared Revenues</u>					
Streamline Mitigation of Sales Tax	572,577	559,044	550,976	520,000	204,500
Payment in Lieu of Taxes - DNR	4,114	0	7,738	4,000	4,000
CJ - High Crime	0	0	190,802	0	0
MVET Criminal Justice - Population	24,869	25,940	26,834	29,400	31,600
CJ Contracted Services	157,282	159,936	165,647	155,000	165,000
CJ Special Programs	91,009	94,462	98,475	100,600	104,400
Marijuana Enforcement	37,912	54,213	34,147	33,200	0
Marijuana Excise Tax Distribution	0	0	41,164	0	112,100
DUI - Cities	13,571	14,472	14,187	14,000	14,000
Liquor Board Excise Tax	303,724	442,294	458,560	466,800	492,400
Liquor Board Profits	806,570	804,057	794,980	786,600	781,800
	<u>2,011,629</u>	<u>2,154,417</u>	<u>2,383,510</u>	<u>2,109,600</u>	<u>1,909,800</u>
<u>Service Revenues</u>					
Accessory Dwelling	0	0	588	0	200
Building & Planning Fees	148,962	134,686	175,123	126,400	138,800
Building Permits	770,288	1,534,332	1,327,855	878,000	1,000,000
Code Enforcement	12,417	2,185	8,198	5,000	5,000
Demolition Permits	3,840	3,232	4,143	4,000	3,800
Developer Contributions	0	23,587	0	0	0
Entertainment License	18,374	17,548	11,649	17,000	15,700
Grading Permits	4,748	6,271	11,610	4,000	5,600
Home Profession Fee	2,856	3,780	5,124	3,200	3,600
Mechanical Permits	89,975	102,639	129,766	88,000	99,000
Misc. Permits & Fees	7,229	3,925	5,967	6,600	5,600
Planning Fees	379,143	721,851	475,409	402,500	448,000
Plumbing Permits	41,784	77,523	62,542	53,000	57,600
Right of Way Permits	91,124	97,037	123,067	95,000	97,700
Street Vacation Permits	0	0	1,365	1,000	1,300
Temporary Use Permit Fees	314	471	471	400	400
	<u>1,571,053</u>	<u>2,729,068</u>	<u>2,342,878</u>	<u>1,684,100</u>	<u>1,882,300</u>

**CITY OF SPOKANE VALLEY, WA**  
**2019 Budget - General Fund**  
**Detail Revenues by Type**

	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Proposed Budget</b>
<u><b>Fines and Forfeitures</b></u>					
Public Safety False Alarm Services	201,638	150,058	5,534	151,000	151,000
Public Safety Grants	49,418	25,628	0	50,000	50,000
Fines & Forfeits - Traffic	601,189	477,743	421,240	483,600	414,800
Other Criminal- Non Traffic Fines	508,665	606,463	464,056	635,300	462,700
	<u>1,360,910</u>	<u>1,259,892</u>	<u>890,830</u>	<u>1,319,900</u>	<u>1,078,500</u>
<u><b>Recreation Program Charges</b></u>					
Activity Fees (To use a recreational facility)	461,772	433,842	467,504	438,100	446,200
Program Fees (To participate in a program)	192,484	204,527	271,566	195,200	182,600
	<u>654,256</u>	<u>638,369</u>	<u>739,070</u>	<u>633,300</u>	<u>628,800</u>
<u><b>Miscellaneous</b></u>					
AWC Health & Wellness	400	492	0	500	500
Copy Charges	708	262	595	500	500
Dept. of Commerce Tr. & Econ. Dev.	0	0	114,200	0	0
Insurance Recoveries	0	44,474	0	0	0
Interest on Gambling Tax	66	174	271	500	500
Investment Interest	73,378	136,810	309,826	136,000	300,000
Judgments and Settlements	0	25,000	44,490	0	0
Miscellaneous Revenue & Grants	5,326	87,065	39,061	2,000	2,000
Office of Public Def- Public Def Improvement	20,000	18,400	17,500	0	0
Police Precinct Maintenance	0	19,059	12,891	19,000	12,500
Police Precinct Rent	51,653	38,842	37,446	38,000	37,000
Sales Tax Interest	8,682	13,477	18,315	5,000	5,000
SCRAPS pass-through/nonrecurring	1,100	1,209	1,145	1,300	1,200
	<u>161,315</u>	<u>385,264</u>	<u>595,738</u>	<u>202,800</u>	<u>359,200</u>
<u><b>Transfers</b></u>					
Transfers in - #101 (street admin)	39,700	39,700	39,700	39,700	0
Transfers in - #105 (h/m tax-CP advertising)	30,000	30,000	15,778	30,000	30,000
Transfers in - #106 (solid waste repayment)	40,425	40,425	40,425	40,425	40,422
Transfers in - #310	0	198,734	498,500	0	0
Transfers in - #402 (storm admin)	13,400	13,400	13,400	13,400	0
Transfers in - #501	0	0	77,000	0	0
	<u>123,525</u>	<u>322,259</u>	<u>684,803</u>	<u>123,525</u>	<u>70,422</u>
 Total General Fund Revenue	 <u>39,384,771</u>	 <u>42,983,042</u>	 <u>44,751,345</u>	 <u>43,048,025</u>	 <u>45,537,322</u>

**CITY OF SPOKANE VALLEY, WA**  
**2019 Budget - Other Funds**  
**Detail Revenues by Type**

	2015	2016	2017	2018	2019
	Actual	Actual	Actual	Budget	Proposed Budget
<b>101 - Street Fund</b>					
Utilities tax	2,257,184	2,069,309	1,982,391	1,900,000	1,700,000
Motor Vehicle Fuel (Gas) Tax	1,935,629	2,005,909	2,032,175	2,052,400	2,092,300
Multimodal Transportation Revenue	0	95,509	98,994	133,800	132,200
Right-of-Way Maintenance Fee	0	56,035	136,112	70,000	70,000
Investment Interest	3,212	5,886	7,843	6,000	6,000
Other Miscellaneous Revenues & Grants	25,167	71,679	135,826	10,000	10,000
Nonrecurring Transfer in - #312	0	0	0	0	907,544
	<u>4,221,192</u>	<u>4,304,327</u>	<u>4,393,340</u>	<u>4,172,200</u>	<u>4,918,044</u>
<b>103 - Paths &amp; Trails Fund</b>					
Motor Vehicle Fuel (Gas) Tax	8,164	8,460	8,571	8,700	8,800
Investment interest	62	170	370	0	400
	<u>8,226</u>	<u>8,630</u>	<u>8,941</u>	<u>8,700</u>	<u>9,200</u>
<b>104 - Hotel/Motel Tax - Tourism Facilities Fund</b>					
Hotel/Motel Tax	182,236	387,333	400,509	377,000	390,000
Transfers in - #105	0	0	250,000	250,000	0
Investment interest	111	1,552	6,854	1,500	7,000
	<u>182,347</u>	<u>388,885</u>	<u>657,363</u>	<u>628,500</u>	<u>397,000</u>
<b>105 - Hotel/Motel Tax Fund</b>					
Hotel/Motel Tax	581,237	596,373	615,981	580,000	600,000
Investment Interest	484	1,274	3,549	1,000	2,000
	<u>581,721</u>	<u>597,647</u>	<u>619,529</u>	<u>581,000</u>	<u>602,000</u>
<b>106 - Solid Waste</b>					
Solid Waste Administrative fee	125,000	125,000	172,550	225,000	225,000
Solid Waste Road Wear fee	0	0	0	1,000,000	1,500,000
Grant Proceeds	0	17,677	59,389	0	0
Investment Interest	0	184	1,335	0	1,300
	<u>125,000</u>	<u>142,861</u>	<u>233,274</u>	<u>1,225,000</u>	<u>1,726,300</u>
<b>107 - PEG Fund</b>					
Comcast PEG contribution	81,806	79,427	76,471	79,000	76,000
Investment Interest	0	784	1,676	0	0
Transfers in - #001	267,333	0	0	0	0
	<u>349,139</u>	<u>80,211</u>	<u>78,147</u>	<u>79,000</u>	<u>76,000</u>
<b>120 - CenterPlace Operating Reserve Fund</b>					
Investment Interest	0	0	0	0	0
	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>121 - Service Level Stabilization Reserve Fund</b>					
Investment Interest	8,590	21,636	16,575	0	0
	<u>8,590</u>	<u>21,636</u>	<u>16,575</u>	<u>0</u>	<u>0</u>
<b>122 - Winter Weather Reserve Fund</b>					
FEMA Grant Proceeds	0	38,804	3,170	0	0
Investment Interest	833	1,961	3,712	3,500	5,000
Transfer in - #001	0	15,043	258,000	490,000	0
	<u>833</u>	<u>55,808</u>	<u>264,882</u>	<u>493,500</u>	<u>5,000</u>
<b>123 - Civic Facilities Replacement Fund</b>					
Investment Interest	1,323	696	0	0	0
	<u>1,323</u>	<u>696</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>204 - Debt Service - LTGO 03 Fund</b>					
Facilities District Revenue	373,800	380,300	379,750	414,050	432,150
Transfers in - #001	0	198,734	397,350	399,350	401,250
Transfers in - #301	82,150	83,400	79,426	82,000	82,475
Transfers in - #302	82,150	83,400	79,425	82,000	82,475
	<u>538,100</u>	<u>745,834</u>	<u>935,951</u>	<u>977,400</u>	<u>998,350</u>

**CITY OF SPOKANE VALLEY, WA**  
**2019 Budget - Other Funds**  
**Detail Revenues by Type**

	2015	2016	2017	2018	2019
	Actual	Actual	Actual	Budget	Proposed Budget
<b><u>301 - REET 1 Capital Projects Fund</u></b>					
REET 1 - 1st Quarter Percent	1,065,789	1,176,911	1,503,787	1,500,000	1,000,000
Investment Interest	1,653	7,609	21,599	7,500	22,000
	<u>1,067,442</u>	<u>1,184,520</u>	<u>1,525,386</u>	<u>1,507,500</u>	<u>1,022,000</u>
<b><u>302 - REET 2 Capital Projects Fund</u></b>					
REET 2 - 2nd Quarter Percent	1,065,789	1,176,911	1,503,787	1,500,000	1,000,000
Investment Interest	1,662	8,189	25,594	8,000	25,000
	<u>1,067,451</u>	<u>1,185,100</u>	<u>1,529,381</u>	<u>1,508,000</u>	<u>1,025,000</u>
<b><u>303 - Street Capital Projects Fund</u></b>					
Grant Proceeds	8,223,959	4,951,033	3,499,888	7,981,145	4,408,681
Developer Contributions	363,981	151,629	124,488	33,032	35,700
Transfers in - #101	123,955	0	0	0	0
Transfers in - #301 Capital Projects	567,113	579,636	294,558	1,048,852	504,172
Transfers in - #302 Special Capital Projects	331,099	164,151	81,613	1,099,434	167,434
Transfers in - #312 Sullivan Rd W Bridge	42,730	2,022,865	455,465	0	0
Transfers in - #312 Euclid Ave - Flora to Barker	0	26,326	1,464,381	415,839	5,000
Transfers in - #312 8th & Carnahan Improvements	0	11,687	218,299	425,000	45,000
Transfers in - #312 Barker Corridor	0	0	0	148,488	267,000
	<u>9,652,837</u>	<u>7,907,327</u>	<u>6,138,693</u>	<u>11,151,790</u>	<u>5,432,987</u>
<b><u>309 - Parks Capital Projects Fund</u></b>					
Grant Proceeds	1,560	209,784	1,657,548	1,722,925	572,308
Contributions and Donations	0	0	0	0	0
Investment Interest	813	723	215	0	0
Transfers in - #001	115,575	230,300	160,000	560,000	1,320,000
Transfers in - #103	0	9,300	0	50,000	0
Transfers in - #105	68,000	58,388	0	0	0
Transfers in - #312	524,812	37,132	277,437	324,100	14,788
	<u>710,760</u>	<u>545,627</u>	<u>2,095,200</u>	<u>2,657,025</u>	<u>1,907,096</u>
<b><u>310 - Civic Facilities Capital Projects Fund</u></b>					
Investment Interest	2,113	5,145	9,029	5,900	9,000
Transfers in - #001					
<i>Future C.H. bond pmt &gt; \$424.6k lease pmt</i>	67,600	67,600	0	0	0
<i>Future C.H. o&amp;m costs</i>	271,700	276,600	0	0	0
Transfers in - #312	58,324	0	0	0	0
	<u>399,737</u>	<u>349,345</u>	<u>9,029</u>	<u>5,900</u>	<u>9,000</u>
<b><u>311 - Pavement Preservation Fund</u></b>					
Grants	835,224	1,654,698	89,209	1,572,500	1,820,000
Investment Interest	3,389	7,519	20,536	0	0
Transfers in - #001	920,000	943,800	953,200	962,700	972,300
Transfers in - #101	206,618	67,342	67,342	67,342	0
Transfers in - #106	0	0	0	1,000,000	1,500,000
Transfers in - #123	616,284	559,804	0	0	0
Transfers in - #301	251,049	365,286	660,479	685,329	734,300
Transfers in - #302	251,049	365,286	660,479	685,329	734,300
	<u>3,083,613</u>	<u>3,963,735</u>	<u>2,451,245</u>	<u>4,973,200</u>	<u>5,760,900</u>
<b><u>312 - Capital Reserve Fund</u></b>					
Investment Interest	0	16,028	52,170	16,000	50,000
Transfers in - #001	1,783,512	1,828,723	3,003,929	3,795,429	0
Transfers in - #313	0	0	0	74,960	0
	<u>1,783,512</u>	<u>1,844,751</u>	<u>3,056,099</u>	<u>3,886,389</u>	<u>50,000</u>
<b><u>313 - City Hall Construction Fund</u></b>					
Investment Interest	0	26,536	18,894	0	0
2016 LTGO Bond Issue Proceeds/Premium	0	7,946,088	0	0	0
Transfers in - #312	5,162,764	0	0	0	0
	<u>5,162,764</u>	<u>7,972,624</u>	<u>18,894</u>	<u>0</u>	<u>0</u>

**CITY OF SPOKANE VALLEY, WA**  
**2019 Budget - Other Funds**  
**Detail Revenues by Type**

	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>
	<b>Actual</b>	<b>Actual</b>	<b>Actual</b>	<b>Budget</b>	<b>Proposed Budget</b>
<u>314 - Railroad Grade Separation Projects Fund</u>					
Grant Proceeds	0	0	87,610	1,664,941	3,750,000
Investment Interest	0	0	4,072	0	0
Transfers in - #001	0	3,893	1,200,000	0	0
Transfers in - #301	0	12,975	111,941	463,836	50,000
Transfers in - #312	0	0	482,216	4,809	0
	<u>0</u>	<u>16,868</u>	<u>1,885,839</u>	<u>2,133,586</u>	<u>3,800,000</u>
<u>402 - Stormwater Management Fund</u>					
Stormwater Management Fee	1,861,368	1,898,210	1,895,033	1,870,000	1,890,000
Grant Proceeds - Nonrecurring	423,332	61,403	370,207	65,000	106,000
Investment Interest	2,455	7,690	20,564	7,500	20,000
Transfers in - #403	120,000	0	0	0	0
	<u>2,407,155</u>	<u>1,967,303</u>	<u>2,285,804</u>	<u>1,942,500</u>	<u>2,016,000</u>
<u>403 - Aquifer Protection Area Fund</u>					
Spokane County	533,593	388,590	452,110	460,000	460,000
Grant Proceeds	1,036,603	0	58,722	445,955	317,200
Investment Interest	0	2,590	10,238	0	10,000
	<u>1,570,196</u>	<u>391,180</u>	<u>521,070</u>	<u>905,955</u>	<u>787,200</u>
<u>501 - Equipment Rental &amp; Replacement Fund</u>					
Interfund Vehicle Lease	35,544	106,000	146,429	141,929	141,929
Transfers in - #001 (CenterPlace kitchen reserve)	0	0	36,600	36,600	36,600
Investment Interest	1,449	4,395	9,651	4,000	9,500
	<u>36,993</u>	<u>110,395</u>	<u>192,680</u>	<u>182,529</u>	<u>188,029</u>
<u>502 - Risk Management Fund</u>					
Transfers in - #001	325,000	325,000	350,000	370,000	390,000
Investment Interest	8	423	1,107	0	0
	<u>325,008</u>	<u>325,423</u>	<u>351,107</u>	<u>370,000</u>	<u>390,000</u>
Total of "Other Fund" Revenues	<u>33,283,940</u>	<u>34,110,733</u>	<u>29,268,428</u>	<u>39,389,674</u>	<u>31,120,106</u>
General Fund Revenues	<u>39,384,771</u>	<u>42,983,042</u>	<u>44,751,345</u>	<u>43,048,025</u>	<u>45,537,322</u>
Total Revenues	<u><u>72,668,711</u></u>	<u><u>77,093,776</u></u>	<u><u>74,019,773</u></u>	<u><u>82,437,699</u></u>	<u><u>76,657,428</u></u>

**CITY OF SPOKANE VALLEY, WA**  
**2019 Budget**  
**Expenditures by Fund and Department**

General Fund

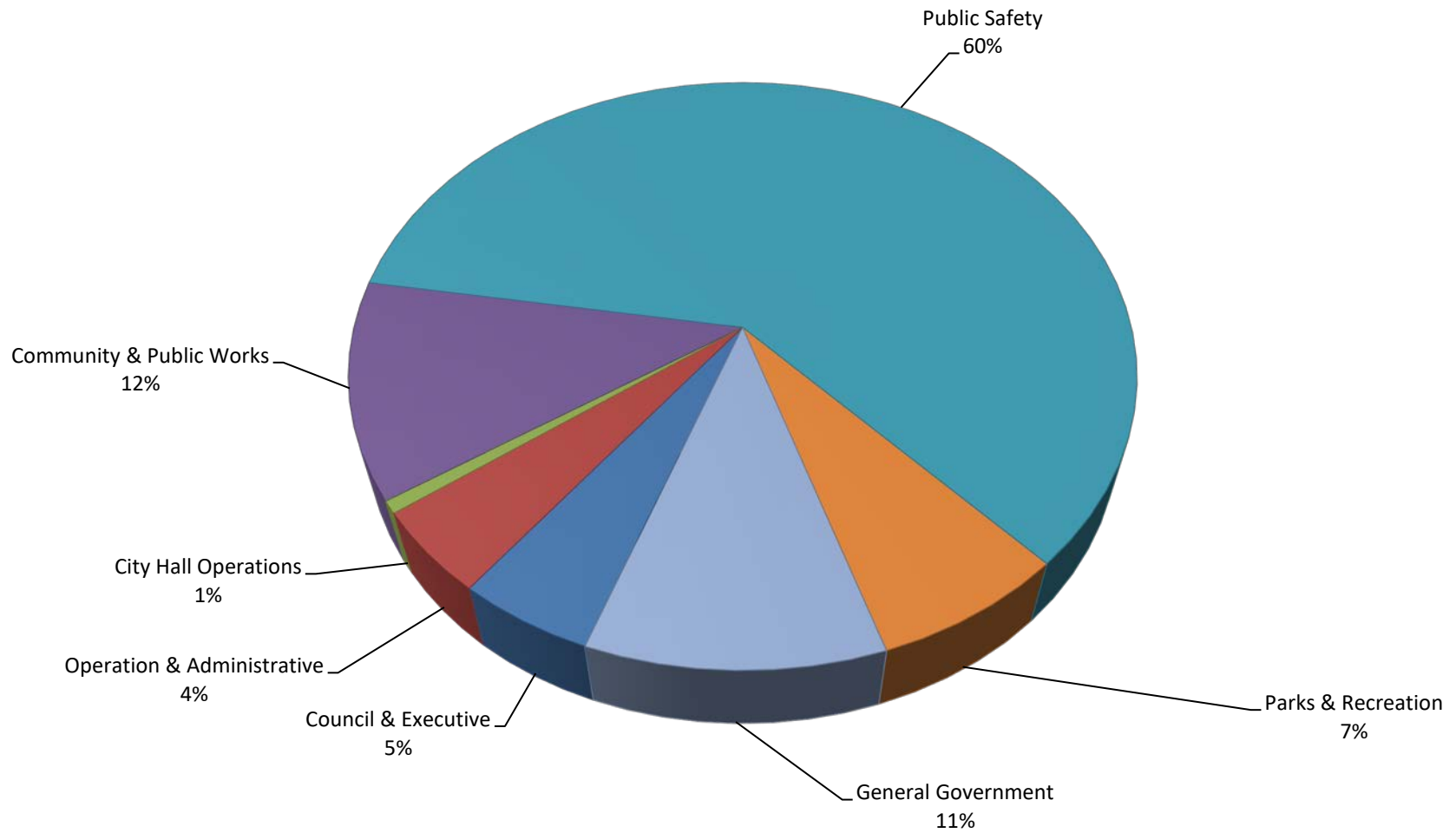
Council	\$	545,903
City Manager		948,835
City Attorney		610,549
Public Safety		25,977,304
Operations & Administrative		
Deputy City Manager		267,044
Finance		1,402,497
Human Resources		297,421
City Hall Operations and Maintenance		290,543
Community & Public Works		
Engineering		1,816,141
Economic Development		1,043,772
Building and Planning		2,248,698
Parks & Recreation		
Administration		335,958
Maintenance		893,500
Recreation		253,622
Aquatics		491,153
Senior Center		101,215
CenterPlace		949,414
General Government		4,559,800
Total General Fund	\$	43,033,369

Other Funds

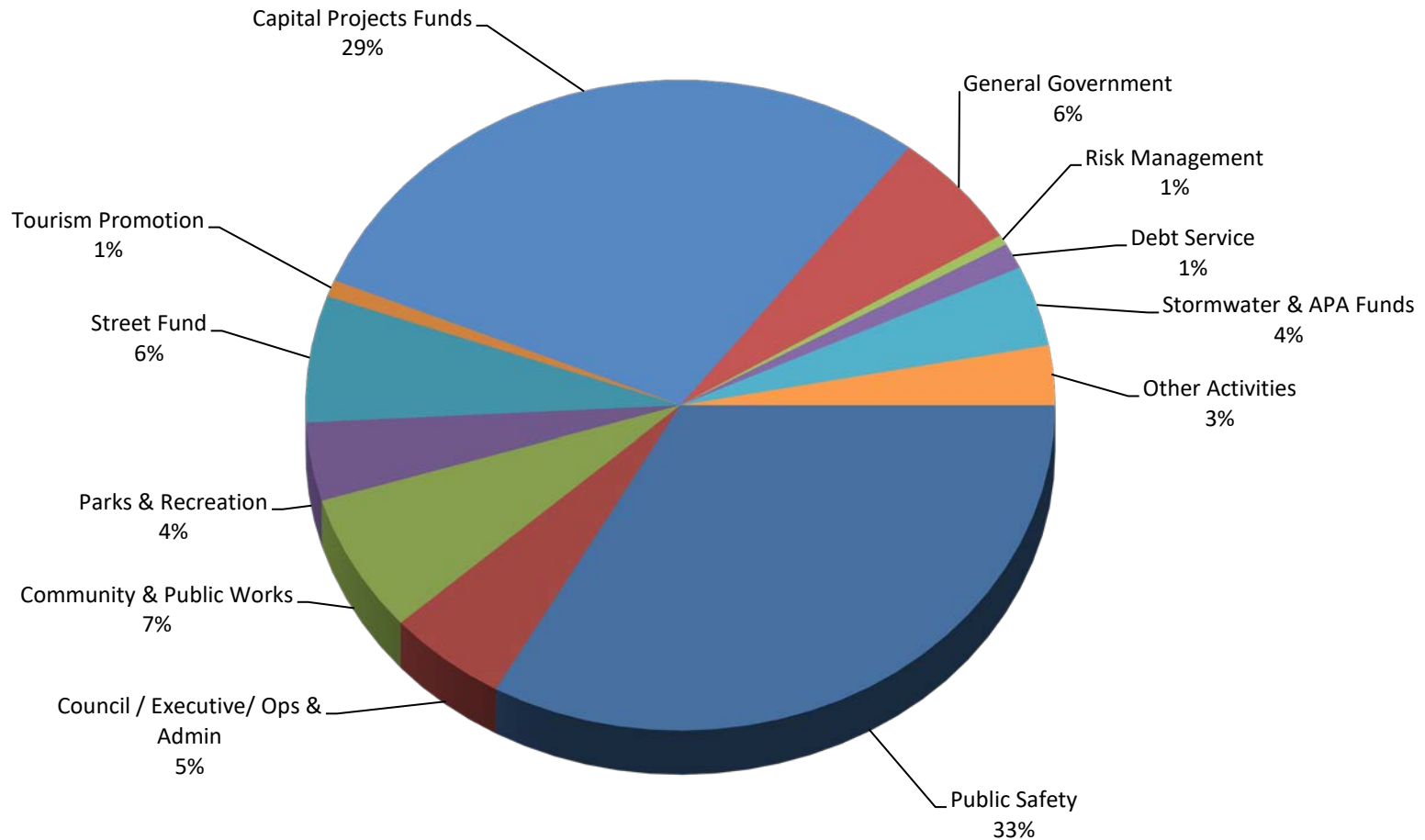
101	Street Fund	\$	4,918,044
103	Paths & Trails Fund		0
104	Hotel/Motel Tax - Tourism Facilities Fund		0
105	Hotel/Motel Tax Fund		655,000
106	Solid Waste		1,726,300
107	PEG Fund		71,100
120	CenterPlace Operating Reserve Fund		0
121	Service Level Stabilization Fund		0
122	Winter Weather Reserve Fund		500,000
204	LTGO Bond Debt Service Fund		998,350
301	REET 1 Capital Projects Fund		1,370,947
302	REET 2 Capital Projects Fund		984,209
303	Street Capital Projects Fund		5,432,987
309	Parks Capital Projects Fund		1,812,095
310	Civic Facilities Capital Projects Fund		0
311	Pavement Preservation		7,288,200
312	Capital Reserve Fund		1,239,332
313	City Hall Construction Fund		0
314	Railroad Grade Separation Projects		4,700,000
402	Stormwater Management Fund		2,297,332
403	Aquifer Protection Area		832,600
501	Equipment Rental & Replacement (ER&R)		20,000
502	Risk Management Fund		390,000
	Total Other Funds	\$	35,236,496
	Total All Funds	\$	78,269,865



**CITY OF SPOKANE VALLEY, WA**  
**2019 General Fund Expenditures**  
**\$43,033,369**



**CITY OF SPOKANE VALLEY, WA**  
**2019 City Wide Expenditures**  
**\$ 78,269,865**



**CITY OF SPOKANE VALLEY, WA**  
**2019 Budget**  
**General Fund Expenditures by Department and Type**

	Wages, Benefits & Payroll Taxes	Supplies	Services & Charges	Intergovernmental	Interfund	Capital Expenditures	Total
City Council	\$ 208,417	\$ 4,950	\$ 332,536	\$ 0	\$ 0	\$ 0	\$ 545,903
City Manager	871,845	4,300	72,690	0	0	0	948,835
City Attorney	521,744	2,351	86,454	0	0	0	610,549
Public Safety	12,000	25,750	758,266	25,141,288	0	40,000	25,977,304
<u>Operations &amp; Administrative</u>							
Deputy City Manager	220,619	2,000	44,425	0	0	0	267,044
Finance	1,367,927	6,450	28,120	0	0	0	1,402,497
Human Resources	265,058	1,130	31,233	0	0	0	297,421
City Hall Operations and Maintenance	89,488	30,500	170,555	0	0	0	290,543
<u>Community &amp; Public Works</u>							
Engineering	1,602,572	27,100	186,469	0	0	0	1,816,141
Economic Development	658,977	3,000	356,795	25,000	0	0	1,043,772
Building and Planning	1,893,743	44,200	285,755	25,000	0	0	2,248,698
<u>Parks &amp; Recreation</u>							
Administration	267,703	4,750	63,505	0	0	0	335,958
Maintenance	0	4,000	889,500	0	0	0	893,500
Recreation	160,667	8,650	84,305	0	0	0	253,622
Aquatics	0	2,000	489,153	0	0	0	491,153
Senior Center	94,715	1,600	4,900	0	0	0	101,215
CenterPlace	534,355	70,774	344,285	0	0	0	949,414
General Government	0	86,350	841,900	339,400	3,120,150	172,000	4,559,800
Total	<u>\$ 8,769,830</u>	<u>\$ 329,855</u>	<u>\$ 5,070,846</u>	<u>\$ 25,530,688</u>	<u>\$ 3,120,150</u>	<u>\$ 212,000</u>	<u>\$ 43,033,369</u>

**CITY OF SPOKANE VALLEY, WA**  
**2019 Budget**  
**General Fund Department Changes from 2018 to 2019**

	2018 Amended Budget	2019 Budget	Difference Between 2018 and 2019	
			Increase (Decrease)	
			\$	%
<u>City Council</u>				
Wages, Payroll Taxes & Benefits	233,194	208,417	(24,777)	(10.63%)
Supplies	4,950	4,950	0	0.00%
Services & Charges	311,943	332,536	20,593	6.60%
Total	550,087	545,903	(4,184)	(0.76%)
<u>City Manager</u>				
Wages, Payroll Taxes & Benefits	877,105	871,845	(5,260)	(0.60%)
Supplies	4,300	9,100	4,800	111.63%
Services & Charges	75,295	67,890	(7,405)	(9.83%)
Total	956,700	948,835	(7,865)	(0.82%)
<u>City Attorney</u>				
Wages, Payroll Taxes & Benefits	506,481	521,744	15,263	3.01%
Supplies	1,951	2,351	400	20.50%
Services & Charges	93,775	86,454	(7,321)	(7.81%)
Total	602,207	610,549	8,342	1.39%
<u>Public Safety</u>				
Non-Departmental (Fines & Forfeits)	579,750	589,150	9,400	1.62%
Wages/Payroll Taxes/Benefits	3,000	12,000	9,000	300.00%
Supplies	25,500	25,750	250	0.98%
Other Services and Charges	296,715	748,266	451,551	152.18%
Intergovernmental Services	24,559,286	24,552,138	(7,148)	(0.03%)
Total	25,464,251	25,927,304	463,053	1.82%
<u>Deputy City Manager</u>				
Wages, Payroll Taxes & Benefits	358,493	220,619	(137,874)	(38.46%)
Supplies	2,000	2,000	0	0.00%
Services & Charges	90,398	44,425	(45,973)	(50.86%)
Total	450,891	267,044	(183,847)	(40.77%)
<u>Finance/IT</u>				
Wages, Payroll Taxes & Benefits	1,308,614	1,367,927	59,313	4.53%
Supplies	6,450	6,450	0	0.00%
Services & Charges	24,910	28,120	3,210	12.89%
Total	1,339,974	1,402,497	62,523	4.67%
<u>Human Resources</u>				
Wages, Payroll Taxes & Benefits	254,577	265,058	10,481	4.12%
Supplies	580	1,130	550	94.83%
Services & Charges	25,258	31,233	5,975	23.66%
Total	280,415	297,421	17,006	6.06%
<u>City Hall Operations &amp; Maintenance</u>				
Wages, Payroll Taxes & Benefits	100,943	89,488	(11,455)	(11.35%)
Supplies	30,000	30,500	500	1.67%
Services & Charges	175,328	170,555	(4,773)	(2.72%)
Total	306,271	290,543	(15,728)	(5.14%)
<u>Community &amp; Public Works - Engineering</u>				
Wages, Payroll Taxes & Benefits	1,480,905	1,602,572	121,667	8.22%
Supplies	27,750	27,100	(650)	(2.34%)
Services & Charges	120,638	186,469	65,831	54.57%
Total	1,629,293	1,816,141	186,848	11.47%
<u>Community &amp; Public Works - Economic Dev</u>				
Wages, Payroll Taxes & Benefits	679,852	658,977	(20,875)	(3.07%)
Supplies	2,500	3,000	500	20.00%
Services & Charges	288,518	356,795	68,277	23.66%
Total	970,870	1,018,772	47,902	4.93%
(Continued to next page)				

**CITY OF SPOKANE VALLEY, WA**  
**2019 Budget**  
**General Fund Department Changes from 2018 to 2019**

	2018 Amended Budget	2019 Budget	Difference Between 2018 and 2019	
			Increase (Decrease)	
			\$	%
(Continued from previous page)				
<u>Community &amp; Public Works - Building &amp; Planning</u>				
Wages, Payroll Taxes & Benefits	1,820,359	1,893,743	73,384	4.03%
Supplies	44,200	44,200	0	0.00%
Services & Charges	325,228	285,755	(39,473)	(12.14%)
Intergovernmental Services	20,000	25,000	5,000	25.00%
Total	2,209,787	2,248,698	38,911	1.76%
<u>Parks &amp; Rec- Admin</u>				
Wages, Payroll Taxes & Benefits	254,133	267,703	13,570	5.34%
Supplies	7,600	4,750	(2,850)	(37.50%)
Services & Charges	39,578	63,505	23,927	60.46%
Total	301,311	335,958	34,647	11.50%
<u>Parks &amp; Rec- Maintenance</u>				
Wages, Payroll Taxes & Benefits	0	0	0	0.00%
Supplies	7,500	4,000	(3,500)	(46.67%)
Services & Charges	856,475	889,500	33,025	3.86%
Total	863,975	893,500	29,525	3.42%
<u>Parks &amp; Rec- Recreation</u>				
Wages, Payroll Taxes & Benefits	189,274	160,667	(28,607)	(15.11%)
Supplies	7,750	8,650	900	11.61%
Services & Charges	63,778	84,305	20,527	32.19%
Total	260,802	253,622	(7,180)	(2.75%)
<u>Parks &amp; Rec- Aquatics</u>				
Wages, Payroll Taxes & Benefits	0	0	0	0.00%
Supplies	3,300	2,000	(1,300)	(39.39%)
Services & Charges	512,600	489,153	(23,447)	(4.57%)
Total	515,900	491,153	(24,747)	(4.80%)
<u>Parks &amp; Rec- Senior Center</u>				
Wages, Payroll Taxes & Benefits	91,729	94,715	2,986	3.26%
Supplies	1,600	1,600	0	0.00%
Services & Charges	4,900	4,900	0	0.00%
Total	98,229	101,215	2,986	3.04%
<u>Parks &amp; Rec- CenterPlace</u>				
Wages, Payroll Taxes & Benefits	503,499	534,355	30,856	6.13%
Supplies	73,524	70,774	(2,750)	(3.74%)
Services & Charges	333,673	344,285	10,612	3.18%
Total	910,696	949,414	38,718	4.25%
<u>General Government</u>				
Wages, Payroll Taxes & Benefits	0	0	0	0.00%
Supplies	104,450	86,350	(18,100)	(17.33%)
Services & Charges	754,660	841,900	87,240	11.56%
Intergovernmental Services	332,500	339,400	6,900	2.08%
Capital outlays	70,000	65,000	(5,000)	(7.14%)
Total	1,261,610	1,332,650	71,040	5.63%
Transfers out - #204	399,350	401,250	1,900	0.48%
Transfers out - #309	160,000	160,000	0	0.00%
Transfers out - #311				
Pavement Preservation	962,700	972,300	9,600	1.00%
Transfers out - #501	36,600	36,600	0	0.00%
Transfers out - #502	370,000	390,000	20,000	5.41%
Total recurring expenditures	40,901,919	41,691,369	789,450	1.93%
(Continued to next page)				

**CITY OF SPOKANE VALLEY, WA**  
**2019 Budget**  
**General Fund Department Changes from 2018 to 2019**

	2018 Amended Budget	2019 Budget	Difference Between 2018 and 2019	
			Increase (Decrease)	
			\$	%
(Continued from previous page)				
Summary by Category				
Wages, Payroll Taxes & Benefits	8,662,158	8,769,830	107,672	1.24%
Supplies	355,905	334,655	(21,250)	(5.97%)
Services & Charges	4,393,670	5,056,046	662,376	15.08%
Transfers out - #204	399,350	401,250	1,900	0.48%
Transfers out - #309	160,000	160,000	0	0.00%
Transfers out - #311	962,700	972,300	9,600	1.00%
Transfers out - #501	36,600	36,600	0	0.00%
Transfers out - #502	370,000	390,000	20,000	5.41%
Non-Departmental (fines & forfeits)	579,750	589,150	9,400	1.62%
Intergovernmental Svc (public safety)	24,559,286	24,552,138	(7,148)	(0.03%)
Intergovernmental Svc	352,500	364,400	11,900	3.38%
Capital outlay	70,000	65,000	(5,000)	(7.14%)
	40,901,919	41,691,369	789,450	1.93%

**Fund: 001****General Fund****Spokane Valley****Dept: 011****Legislative Branch****2019 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 2018**

- Continued to work with state and federal legislators towards obtaining financial assistance for the Barker Grade Separation Project and during 2018 reached the point of fully funding the project with the receipt of both a \$6 million NHFP Grant and a \$9 million TIGER grant.
- Selected a specific design alternative for the Barker Grade Separation Project and contracted with a consultant to begin the final design.
- Worked with Federal legislators and BNSF to determine the location and spacing of a second mainline track that impacts the Pines Grade Separation Project.
- Continued discussions focused on developing a sustainable plan to finance the City's Pavement Preservation Program including Street O&M Fund #101 and Pavement Preservation Fund #311.
- Adopted a 2019 Legislative Agenda.
- Pursued state financial assistance to address transportation concerns on the Barker Corridor and received a FMSIB grant in the amount of 20% or \$1,680,000 of the projected \$8.4 million cost to complete the section stretching from the Spokane River to SR-290.
- Accepted the final design for Appleway Trail Amenities between University and Pines.
- Adopted a balanced 2019 Budget and for the tenth consecutive year did so without taking the 1% increase in property taxes that is allowed by State Law.

#### **Goals for 2019**

- Work with state and federal legislators towards advancing the concepts outlined in the Bridging the Valley study including obtaining financial assistance for the Pines and Park Grade Separation Projects.
- Continue to pursue a plan to sustain the City's Pavement Preservation Program, to include sustained financing in Street O&M Fund #101 and Pavement Preservation Fund #311.
- Pursue state and federal financial assistance to address transportation concerns along the entire Barker Corridor.
- Continue with, and expand where possible economic development efforts including the retention and expansion of existing businesses and recruitment of new businesses.
- Continue to foster relationships with federal, state, county and local legislators.
- Pursue financing for Browns Park, Balfour Park and Appleway Trail amenities, and continue acquisition of park land.
- Update the Bike and Pedestrian Masterplan to include trail extensions from the Appleway Trail connections between the Appleway Trail, Balfour Park, Dishman Hills and the Centennial Trail to create a continuous loop for users.

#### **Budget Summary**

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Actual</b>	<b>2018 Budget</b>	<b>2019 Budget</b>
<b>Personnel - FTE Equivalents</b>					
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>
<b>Budget Detail</b>					
Wages, Payroll Taxes & Benefits	\$ 206,705	\$ 204,931	\$ 219,902	\$ 233,194	\$ 208,417
Supplies	2,908	4,535	1,974	4,950	4,950
Services & Charges	157,665	166,826	186,243	311,943	332,536
Total Legislative Branch	<u>\$ 367,278</u>	<u>\$ 376,292</u>	<u>\$ 408,119</u>	<u>\$ 550,087</u>	<u>\$ 545,903</u>

<b>Fund: 001</b>	<b>General Fund</b>	<b>Spokane Valley</b>
<b>Dept: 013</b>	<b>Executive Branch</b>	<b>2019 Budget</b>

### **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 2018**

- Worked to support City Council's 2018 Goals as referenced in the Legislative Branch Budget.
- Worked with all City departments to update the 2019 Business Plan that is a guide to the development of the 2019 Budget which is accomplished by linking community priorities, financial projections and City Council goals.
- Prepared a 2019 Budget that maintains existing levels of service and provides modest program enhancements with an increase to General Fund recurring expenditures of just 1.90%.
- Worked with Council to prepared a 2019 Council Legislative Agenda that was discussed by Council on three separate occasions. This was followed by a separate meeting with our 4th District Legislative Delegation where Councilmembers and Legislators discussed areas of common interest, including our legislative agenda.
- Worked with State Legislators and Lobbyists on behalf of City interests.
- Continued to work with state and federal legislators towards obtaining financial assistance for the Barker Grade Separation Project and during 2018 reached the point of fully funding the project with the receipt of both a \$6 million NHFP Grant and a \$9 million TIGER grant.
- Worked with Council and Staff through a process that lead to the selection of a specific design alternative for the the Barker Grade Separation Project and lead to the development of a contract with a design consultant to begin the final design.
- Worked with Council, Federal legislators and BNSF to determine the location and spacing of a second mainline track that impacts the Pines Grade Separation Project.
- Continued discussions focused on developing a sustainable plan to finance the City's Pavement Preservation Program including Street O&M Fund #101 and Pavement Preservation Fund #311.
- Worked with Council and Staff to pursue state financial assistance to address transportation concerns on the Barker Corridor which lead to a FMSIB grant in the amount of 20% or \$1,680,000 of the projected \$8.4 million cost to complete the section stretching from the Spokane River to SR-290.

### **Goals for 2019**

- Work to support City Council's 2019 Goals as referenced under the Legislative Branch Budget.
- Present Council with a balanced 2020 Budget.
- Work with Federal and State Legislators and Lobbyists on behalf of the interests of our City.
- Prepare the 2020 Legislative Agenda for Council consideration.
- Continue efforts to support economic development.

### **Budget Summary**

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Actual</b>	<b>2018 Budget</b>	<b>2019 Budget</b>
<b>Personnel - FTE Equivalents</b>					
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	1.0	1.0
Senior Administrative Analyst	0.0	0.0	0.0	1.0	1.0
Administrative Assistant (CC)	1.0	1.0	1.0	1.0	0.5
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>7.0</u>	<u>6.5</u>

### **Budget Detail**

Wages, Payroll Taxes & Benefits	\$ 604,629	\$ 785,184	\$ 580,529	\$ 877,105	\$ 871,845
Supplies	2,169	1,014	3,569	4,300	4,300
Services & Charges	58,210	30,803	26,059	74,840	72,690
Nonrecurring expenditures	3,160	242,561	0	0	0
Total City Manager Division	<u>\$ 668,168</u>	<u>\$ 1,059,562</u>	<u>\$ 610,157</u>	<u>\$ 956,245</u>	<u>\$ 948,835</u>



Fund: 001

General Fund

Spokane Valley

Dept: 013

Executive Branch

2019 Budget

**015 - City Attorney Division****Accomplishments for 2018**

- Continued to advise Community and Public Works regarding Painted Hills.
- Assist in acquiring parcels at 8th and Carnahan regarding offset intersection.
- Provide training to Council and staff on records, open meetings, and contracts.
- Assisted in negotiating, drafting, and executing amended solid waste collection services agreement to implement city fee for street preservation and maintenance purposes.
- Assisted in drafting, adopting, and implementing multiple small cell franchises and required small cell regulations.
- Assisted in drafting, adoption, and implementation of criminal chronic nuisance regulations.
- Hired new half-time attorney for Code Enforcement; significant progress on case backlog.
- Assisted in adoption of 2018 Comprehensive Plan amendments, including winning SEPA appeal challenge.
- Assisted with securing funding for Barker/Trent Grade Separation project.
- Assisted in drafting and accomplishing goals on the 2018 and 2019 Legislative Agendas.
- Assisted in updating park regulations in the City Code.
- Participated on management team for 2019-2021 labor agreement.
- Assisted in negotiations for agreement with Arts Council.
- Assisted on numerous economic development, land use, and public work issues.

**Goals for 2019**

- 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 2018 Legislative Agenda.

**Budget Summary**

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Actual</b>	<b>2018 Budget</b>	<b>2019 Budget</b>
<b>Personnel - FTE Equivalents</b>					
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	0.5	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>3.5</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>
<b>Budget Detail</b>					
Wages, Payroll Taxes & Benefits	\$ 374,113	\$ 407,008	\$ 411,988	\$ 506,481	\$ 521,744
Supplies	700	623	1,030	1,951	2,351
Services & Charges	83,954	80,362	66,130	93,775	86,454
Nonrecurring expenditures	0	0	0	4,809	0
Total City Attorney Division	<u>\$ 458,767</u>	<u>\$ 487,993</u>	<u>\$ 479,148</u>	<u>\$ 607,016</u>	<u>\$ 610,549</u>

<b>Fund: 001</b>	<b>General Fund</b>	<b>Spokane Valley</b>
<b>Dept: 016</b>	<b>Public Safety</b>	<b>2019 Budget</b>

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:**

<b>Judicial System</b> - 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.	\$ 2,256,026
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<b>Law Enforcement</b> - 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.	21,316,548
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<b>Jail System</b> - 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.	1,395,580
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<b>Animal Control</b> - 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.	350,000
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<b>Non-Departmental</b>	
Fines and forfeitures to the State of Washington	589,150
Grant expenditures	20,000
Total Recurring Expenditures	<u>25,927,304</u>

**Nonrecurring Expenditures:**

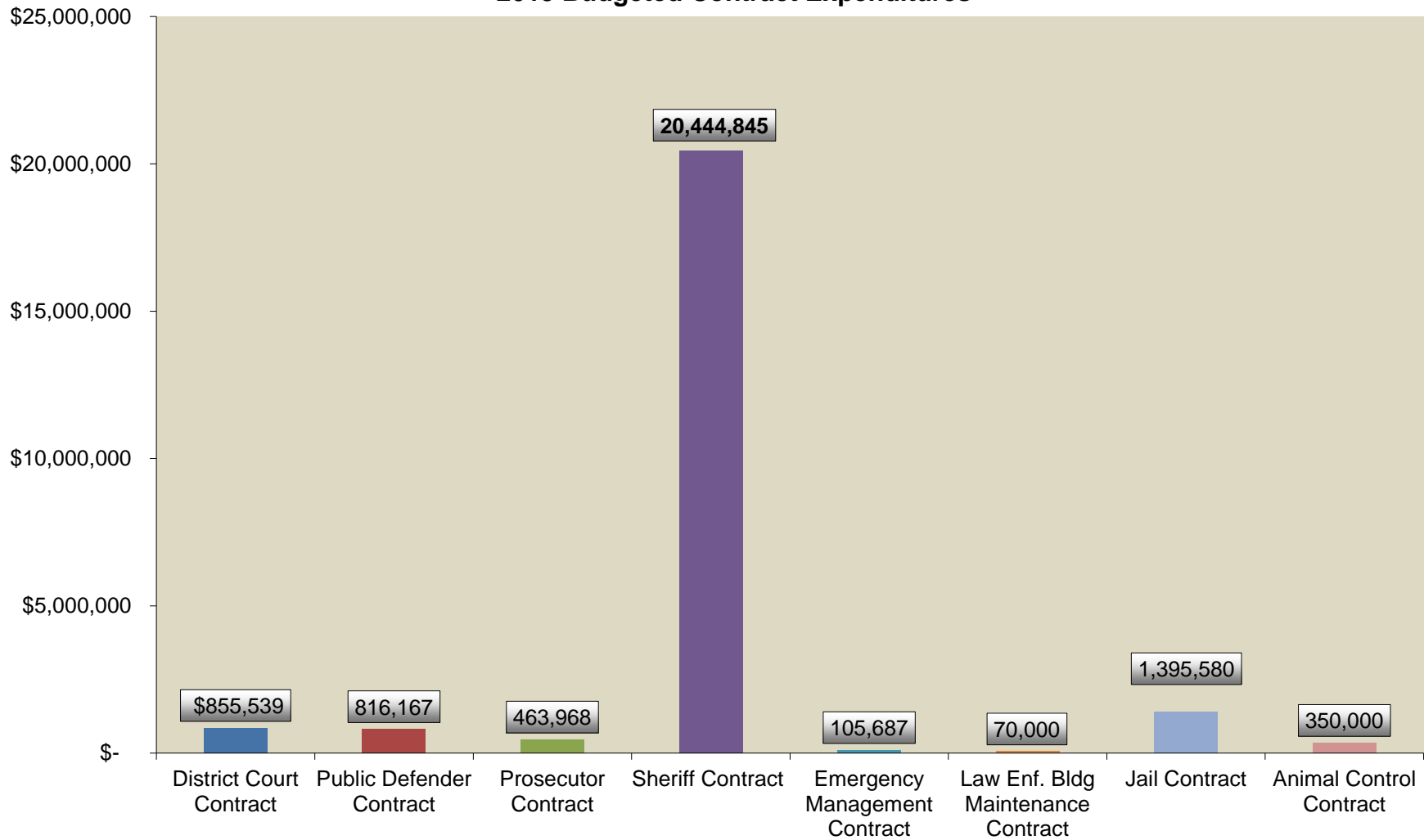
Building repair and office furniture	<u>50,000</u>
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<b>Total Recurring and Nonrecurring Expenditures</b>	<u><u>\$ 25,977,304</u></u>
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**City of Spokane Valley  
2019 Budget  
016 - Public Safety**

	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Budget
<b>Recurring:</b>					
<b>Judicial System:</b>					
District Court Contract	\$ 656,129	\$ 658,049	\$ 712,168	\$ 679,191	\$ 855,539
Public Defender Contract	710,289	703,665	697,986	785,359	816,167
Prosecutor Contract	479,782	535,121	464,250	558,234	463,968
Pretrial Services Contract	131,041	120,722	107,807	139,892	120,352
Subtotal Judicial System	<u>1,977,241</u>	<u>2,017,557</u>	<u>1,982,211</u>	<u>2,162,676</u>	<u>2,256,026</u>
<b>Law Enforcement System:</b>					
Sheriff Contract	18,205,133	18,812,096	17,792,178	20,408,504	20,444,845
Emergency Management Contract	88,070	87,718	97,094	99,629	105,687
Wages, Payroll Taxes & Benefits	2,617	2,376	2,819	3,000	12,000
Operating Supplies	2,144	3,092	3,509	3,500	3,750
Repair & Maintenance. Supplies	2,007	994	1,202	2,000	2,000
Professional Services	1,334	0	0	0	0
Postage	0	3,316	0	0	0
Electricity/Gas	18,953	16,976	18,283	20,000	20,000
Water	1,275	1,366	1,621	1,500	1,750
Sewer	995	2,307	2,102	2,500	2,200
Waste Disposal	3,372	3,400	3,442	3,500	3,600
Law Enf. Bldg Maintenance Contract	76,076	61,682	74,108	68,500	70,000
Taxes and Assessments	715	715	715	715	716
Miscellaneous Services/Contingency	550	132	0	200,000	650,000
False Alarm Charges & Fees	48,419	43,792	3,135	0	0
Bank Fees	9,418	8,789	2,333	0	0
Subtotal Law Enforcement System	<u>18,461,078</u>	<u>19,048,751</u>	<u>18,002,541</u>	<u>20,813,348</u>	<u>21,316,548</u>
<b>Jail System:</b>					
Jail Contract	<u>1,213,502</u>	<u>1,437,784</u>	<u>1,331,721</u>	<u>1,588,841</u>	<u>1,395,580</u>
Subtotal Jail System	<u>1,213,502</u>	<u>1,437,784</u>	<u>1,331,721</u>	<u>1,588,841</u>	<u>1,395,580</u>
<b>Other:</b>					
Fines & Forfeitures State Remittance	587,446	561,476	464,056	579,750	589,150
Animal Control Contract	290,228	291,209	293,425	299,636	350,000
Non-Capital Equipment for JAG Grant	4,579	0	0	20,000	20,000
Settle & Adjust	(753,653)	(441,761)	(1,087,807)	0	0
Travel/Mileage/Meals	74	0	0	0	0
Drive Hammered - Get Nailed Grant	8,743	0	0	0	0
Office Furniture & Equipment	36,823	67,187	0	0	0
Distracted Driving	331	0	0	0	0
Click it or Ticket	714	0	0	0	0
TZA seatbelt patrols	724	0	0	0	0
Subtotal Other	<u>176,009</u>	<u>478,111</u>	<u>(330,326)</u>	<u>899,386</u>	<u>959,150</u>
<b>Subtotal Recurring</b>	<u>21,827,830</u>	<u>22,982,203</u>	<u>20,986,147</u>	<u>25,464,251</u>	<u>25,927,304</u>
<b>Nonrecurring:</b>					
Building Repair and Maintenance	8,863	49,004	0	0	10,000
Building & Structures	224,244	6,343	0	0	0
Office Furniture & Equipment	0	0	0	0	40,000
Equipment Repair and Maintenance	0	1,586	0	0	0
LEC Labor Contract Settlement	0	0	323,445	0	0
Full Facility Generator	0	0	0	100,000	0
Capital outlay - CAD / RMS	294,575	177,126	131,018	0	0
Subtotal Nonrecurring	<u>527,682</u>	<u>234,059</u>	<u>454,463</u>	<u>100,000</u>	<u>50,000</u>
<b>Total Public Safety</b>	<u><u>\$ 22,355,512</u></u>	<u><u>\$ 23,216,262</u></u>	<u><u>\$ 21,440,610</u></u>	<u><u>\$ 25,564,251</u></u>	<u><u>\$ 25,977,304</u></u>

**City of Spokane Valley  
2019 Budgeted Contract Expenditures**



<b>Fund: 001</b>	<b>General Fund</b>	<b>Spokane Valley</b>
<b>Dept: 018</b>	<b>Operation &amp; Administrative Services</b>	<b>2019 Budget</b>

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 2018**

- Supported the 2018 Goals of the Legislative and Executive Branch.
- Worked with the City Manager and Staff to develop the 2019 Business Plan.
- Continued to improve staff communication and efficiency as part of the 2017 reorganization.
- Completed the recruitment processes for ongoing large industrial projects.
- Completed the designs for the Barker Grade Separation Projects.

### **Goals for 2019**

- Support the 2019 Goals of the Legislative and Executive Branch.
- Continue work on acquiring funds and completing design for the Pines Road Grade Separation Project.
- Complete the implementation of the Pavement Management Program.
- Implement marketing strategies to attract and retain businesses and increase tourism.

### **Budget Summary**

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Actual</b>	<b>2018 Budget</b>	<b>2019 Budget</b>
<b>Personnel - FTE Equivalents</b>					
Deputy City Manager	1.0	1.0	1.0	1.0	1.0
Senior Administrative Analyst	1.0	1.0	1.0	0.0	0.0
Public Information Officer	1.0	1.0	1.0	0.0	0.0
Administrative Analyst	1.0	1.0	1.0	0.0	0.0
Office Assistant I	1.0	1.0	1.0	1.0	0.0
Office Assistant II	1.0	1.0	1.0	1.0	0.0
Total FTEs	<u>6.0</u>	<u>6.0</u>	<u>6.0</u>	<u>3.0</u>	<u>1.0</u>
Intern	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>0.0</u>	<u>0.0</u>
<b>Budget Detail</b>					
Wages, Payroll Taxes & Benefits	\$ 612,576	\$ 518,914	\$ 637,606	\$ 358,493	\$ 220,619
Supplies	1,089	1,137	1,277	2,000	2,000
Services & Charges	59,134	89,147	52,555	90,398	44,425
Nonrecurring Software Purchase (Q-Alert)	0	0	0	11,700	0
Total Deputy City Manager Division	<u>\$ 672,799</u>	<u>\$ 609,198</u>	<u>\$ 691,438</u>	<u>\$ 462,591</u>	<u>\$ 267,044</u>

Fund: 001

General Fund

Spokane Valley

Dept: 018

Operation &amp; Administrative Services

2019 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 2018**

- Implemented audit recommendations.
- Completed the 2017 CAFR by May 30, 2018, 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.

**Goals for 2019**

- 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. The Finance department will implement further cross training procedures among department personnel to provide adequate coverage if or when unforeseeable circumstances arise.
- 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.
- 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.

**Budget Summary**

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Actual</b>	<b>2018 Budget</b>	<b>2019 Budget</b>
<b>Personnel - FTE Equivalents</b>					
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	3.00	3.00	3.00
GIS/Database Administrator	1.00	1.00	1.00	1.00	1.00
Help Desk Technician	1.00	1.00	0.00	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>
<b>Budget Detail</b>					
Wages, Payroll Taxes & Benefits	\$ 1,028,666	\$ 1,149,070	\$ 1,209,761	\$ 1,308,614	\$ 1,367,927
Supplies	2,826	5,147	3,507	6,450	6,450
Services & Charges	30,817	19,181	20,764	24,910	28,120
Total Finance Division	<u>\$ 1,062,309</u>	<u>\$ 1,173,398</u>	<u>\$ 1,234,032</u>	<u>\$ 1,339,974</u>	<u>\$ 1,402,497</u>

Fund: 001

General Fund

Spokane Valley

Dept: 018

Operation &amp; Administrative Services

2019 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 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.

**Goals for 2019**

- Implement changes to personnel systems in response to collective bargaining.
- Review employee policies for necessary changes.
- Continue to review City practices for possible improvements and/or savings.
- Continue to support employee wellness through attainment of the AWC WellCity Award.
- Provide City-wide Harassment training to staff.

**Budget Summary**

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Actual</b>	<b>2018 Budget</b>	<b>2019 Budget</b>
<b>Personnel - FTE Equivalents</b>					
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>
<b>Budget Detail</b>					
Wages, Payroll Taxes & Benefits	\$ 216,518	\$ 226,290	\$ 235,127	\$ 254,577	\$ 265,058
Supplies	434	234	1,469	580	1,130
Services & Charges	18,648	15,710	15,947	25,258	31,233
Total Human Resources Division	<u>\$ 235,600</u>	<u>\$ 242,234</u>	<u>\$ 252,543</u>	<u>\$ 280,415</u>	<u>\$ 297,421</u>

<b>Fund: 001</b>	<b>General Fund</b>	<b>Spokane Valley</b>
<b>Dept: 032</b>	<b>Public Works</b>	<b>2019 Budget</b>

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**

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Actual</b>	<b>2018 Budget</b>	<b>2019 Budget</b>
<b>Personnel - FTE Equivalents</b>					
Public Works Director	1.0	1.0	1.0	0	0
Administrative Assistant	2.0	2.0	2.0	0	0
Capital Improvements Program Manager	0.0	1.0	1.0	0	0
Engineer	1.0	1.0	1.0	0	0
Engineering Technician I	2.0	2.0	2.0	0	0
Engineering Technician II	1.0	1.0	1.0	0	0
Maint/Const Inspector	0.5	0.5	0.5	0	0
Planning Grants Engineer	0.375	0.375	0.375	0	0
Senior Engineer	1.0	0.0	0.0	0	0
Senior Engineer - Proj Mgmt	2.0	2.0	2.0	0	0
Total FTEs	<u>10.875</u>	<u>10.875</u>	<u>10.875</u>	<u>0</u>	<u>0</u>
<b>Budget Detail</b>					
Wages, Payroll Taxes & Benefits	\$ 684,666	\$ 660,386	\$ 658,439	\$ 0	\$ 0
Supplies	11,149	9,209	12,469	0	0
Services & Charges	42,913	102,733	88,179	0	0
Total Public Works	<u>\$ 738,728</u>	<u>\$ 772,328</u>	<u>\$ 759,087</u>	<u>\$ 0</u>	<u>\$ 0</u>



Fund: 001

General Fund

Spokane Valley

Dept: 033

City Hall Operations and Maintenance

2019 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**

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Actual</b>	<b>2018 Budget</b>	<b>2019 Budget</b>
<b>Personnel - FTE Equivalents</b>					
Maintenance Worker - Facilities	0.0	0.0	1.0	1.0	1.0
Total FTEs	0.0	0.0	1.0	1.0	1.0
<b>Budget Detail</b>					
Wages, Payroll Taxes & Benefits	\$ 0	\$ 0	\$ 0	\$ 100,943	\$ 89,488
Supplies	0	0	3,289	30,000	30,500
Services & Charges	0	0	55,159	175,328	170,555
Nonrecurring expenditures	0	0	36,509	0	0
Total Administrative Division	\$ 0	\$ 0	\$ 94,957	\$ 306,271	\$ 290,543

**Fund: 001**

**General Fund**

**Spokane Valley**

**Dept: 040**

**Community & Public Works**

**2019 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 2018**

- Implemented approved capital projects.
- Administered and manage state and federal funds received for capital projects.
- Assisted with the preparation of grant applications for capital projects.
- Continued work on the planning and alternatives evaluations for the Pines Road Grade Separation Project.
- Received full funding for the Barker Road Grade Separation Project.
- Selected preferred alternative and began design for the Barker Road Grade Separation Project.
- Continued work on permit process and customer service improvement.
- Continued to coordinate regional transportation issues with SRTC, adjoining municipalities, and WSDOT.
- Implemented enhanced workflow procedures for following state and federal funding guidelines.

#### **Goals for 2019**

- Implement approved capital projects.
- Continue preliminary engineering, environmental review, and right-of-way acquisition for the Barker Road Grade Separation Project.
- Continue work on acquiring funds and completing design for the Pines Road Grade Separation Project.
- Administer and manage state and federal funds received for capital projects.
- Assist in the preparation of grant applications for capital projects.
- Continue to coordinate regional transportation issues with SRTC, WSDOT, and other agencies.
- Maintain engineering and/or plan review times of less than two weeks.

*(continued on next page)*

<b>Fund: 001</b>	<b>General Fund</b>	<b>Spokane Valley</b>
<b>Dept: 040</b>	<b>Community &amp; Public Works</b>	<b>2019 Budget</b>

(continued from prior page)

<b>Budget Summary</b>					
	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Actual</b>	<b>2018 Budget</b>	<b>2019 Budget</b>
<b>Personnel - FTE Equivalents</b>					
City Engineer	0.0	0.0	0.0	1.0	1.0
Engineering Manager	0.0	0.0	0.0	1.0	1.0
Administrative Assistant	0.0	0.0	0.0	2.0	2.0
Assistant Engineer	0.0	0.0	0.0	0.0	0.45
Engineer	0.0	0.0	0.0	1.0	0.5
Engineering Tech I	0.0	0.0	0.0	1.0	1.5 *
Engineering Tech II	0.0	0.0	0.0	0.5	0.75 *
Planning Grants Engineer	0.0	0.0	0.0	0.0	0.375 *
Main/Construction Inspector	0.0	0.0	0.0	2.0	2.0
Senior Dev Engineer	0.0	0.0	0.0	1.0	1.0
Senior Engineer-Proj Mgmt.	0.0	0.0	0.0	1.5	1.7 *
Water Resource Sr. Engineer	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>12.0</u>	<u>13.275</u>
<b>Budget Detail</b>					
Wages, Payroll Taxes & Benefits	\$ 0	\$ 0	\$ 0	\$ 1,480,905	\$ 1,602,572
Supplies	0	0	0	27,750	27,100
Services & Charges	0	0	0	120,638	186,469
Total Engineering Division	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 1,629,293</u>	<u>\$ 1,816,141</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. Planning Grants Engineer 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 &amp; Public Works

2019 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 2018**

- Implemented the retail recruitment strategy.
- Developed a comprehensive prioritized Pavement Management Program.
- Pursued infrastructure improvements to foster economic development.
- Built and implemented strategies to promote business growth.
- Continued to implement the strategic marketing plan.
- Strengthened relationships with our economic development partners.
- Found grants to support economic development initiatives.
- Identified additional CDBG program opportunities.
- Developed tools and programs to support small business retention and expansion.
- Participated in regional economic, transportation, and planning committees.
- Developed a long range capital improvement program that integrates transportation, water, stormwater, and other facility plans.
- Found opportunities to implement the tourism strategy.
- Partnered with and promoted events such as Valleyfest, the Bike Swap, Crave NW, and Cycle Celebration.
- Found partnership opportunities with schools and workforce development agencies.
- Continued to use strategic initiatives to recruit, expand, and retain businesses.

**Goals for 2019**

- Implement the retail recruitment strategy.
- Continue to evaluate and implement strategies in the Comprehensive Plan.
- Pursue infrastructure improvements to foster economic development.
- Develop and implement strategies to promote business growth, attraction, and retention.
- Implement marketing strategies to attract and retain businesses and increase tourism.
- Collaborate with economic development partners and related service providers.
- Seek grants to support economic development initiatives.
- Use CDBG funds to support economic vitality in low and moderate income areas.
- Continue existing efforts and implement new methods and technologies to expand communications.
- Participate in regional economic, transportation, and planning committees.
- Develop and coordinate the transportation improvement program.
- Assist in the evaluation of transportation and traffic impacts relating to development.
- Seek opportunities to implement the tourism strategy.
- Partner and promote events such as Valleyfest, Oktoberfest, Crave NW, and Cycle Celebration.
- Seek partnership opportunities with schools and workforce development agencies.
- Evaluate multimodal planning efforts focusing on pedestrian, bicycle and transit facilities.

**Budget Summary**

	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2018 Budget
<b>Personnel - FTE Equivalents</b>					
Economic Development Manager	0.0	0.0	0.0	1.0	1.0
Economic Development Specialist	0.0	0.0	0.0	2.0	2.0
Planning Grants Engineer	0.0	0.0	0.0	0.375	0.0
Public Information Officer	0.0	0.0	0.0	1.0	1.0
Senior Transportation Planner	0.0	0.0	0.0	1.0	1.0
Office Assistant I	0.0	0.0	0.0	1.0	1.0
Total FTEs	0.0	0.0	0.0	6.375	6.0
Intern	0.0	0.0	0.0	1.0	1.0
<b>Budget Detail</b>					
Wages, Payroll Taxes & Benefits	\$ 0	\$ 0	\$ 0	\$ 679,852	\$ 658,977
Supplies	0	0	0	2,500	3,000
Services & Charges	0	0	0	288,518	356,795
Nonrecurring - Retail Recruiter	0	0	0	50,000	25,000
Total Engineering Division	\$ 0	\$ 0	\$ 0	\$ 1,020,870	\$ 1,043,772

Fund: 001

General Fund

Spokane Valley

Dept: 040

Community &amp; Public Works

2019 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 2018**

- Worked on permit processes and customer service improvement plan to enhance customer experience at the Permit Center.
- Coordinate on central reporting function in SMARTGov System.
- Expanded on-line permit system.
- Incorporate data from SVFD records to facilitate re-use of existing vacant buildings and tenant spaces.
- Increased efforts to establish and maintain relationships with regional jurisdictions and outside review agencies.
- Provided cross training of staff to facilitate coverage during times of lean staffing.
- Coordinated with regional partners on the Hazard Mitigation Plan.
- Assisted in the finalization of Legislative Municipal Code updates.
- Processed 2018 Comprehensive Plan amendments.

**Goals for 2019**

- Implement electronic submittals and plan review.
- Continue to expand online permitting
- Begin process for scanning commercial address files
- Implement Code Enforcement educational awareness program to inform the public.
- Continue to provide cross training of staff to facilitate coverage during times of lean staffing.
- Maintain relationships with regional jurisdictions and outside review agencies.
- Process 2019 Comprehensive Plan amendments.

**Budget Summary**

	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Budget
<b>Personnel - FTE Equivalents</b>					
Administrative Assistant	0.0	0.0	0.0	1.0	1.0
Assistant Building Official	0.0	0.0	0.0	1.0	1.0
Building Inspector II	0.0	0.0	0.0	3.0	3.0
Building Official	0.0	0.0	0.0	1.0	1.0
Code Enforcement Officer	0.0	0.0	0.0	1.0	1.0
Development Service Coordinator	0.0	0.0	0.0	1.0	1.0
Engineering Tech	0.0	0.0	0.0	1.0	1.0
Office Assistant I	0.0	0.0	0.0	2.0	3.0
Office Assistant II	0.0	0.0	0.0	0.0	1.0
Permit Facilitator	0.0	0.0	0.0	2.0	1.0
Permit Specialist/Facilitator	0.0	0.0	0.0	0.0	1.0
Planner	0.0	0.0	0.0	3.0	3.0
Plans Examiner	0.0	0.0	0.0	1.0	1.0
Senior Planner	0.0	0.0	0.0	1.0	1.0
Senior Plans Examiner	0.0	0.0	0.0	1.0	0.0
Total FTEs	0.0	0.0	0.0	19.0	20.0
<b>Budget Detail</b>					
Wages, Payroll Taxes & Benefits	\$ 0	\$ 0	\$ 0	\$ 1,820,359	\$ 1,893,743
Supplies	0	0	0	44,200	44,200
Services & Charges	0	0	0	325,228	285,755
Intergovernmental Payments	0	0	0	20,000	25,000
Total Building Division	\$ 0	\$ 0	\$ 0	\$ 2,209,787	\$ 2,248,698

Fund: 001

General Fund

Spokane Valley

Dept: 058

Community &amp; Economic Development

2019 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**

	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Budget
<b>Personnel - FTE Equivalents</b>					
Community Development Director	1.0	1.0	1.0	0	0
Administrative Assistant	1.0	1.0	1.0	0	0
Total FTEs	2.0	2.0	2.0	0	0

**Budget Detail**

Wages, Payroll Taxes & Benefits	\$ 237,232	\$ 247,129	\$ 77,974	\$ 0	\$ 0
Supplies	2,553	3,207	2,463	0	0
Services & Charges	10,785	11,381	9,484	0	0
Nonrecurring expenditures	206,704	335,204	0	0	0
Total Administrative Division	\$ 457,274	\$ 596,921	\$ 89,921	\$ 0	\$ 0

**051 - Economic Development Division****Budget Summary**

	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Budget
<b>Personnel - FTE Equivalents</b>					
Engineer	0.5	0.65	0.65	0	0
Senior Planner - CD	1.0	1.0	1.0	0	0
E.D. Project Specialist	1.0	1.0	1.0	0	0
Total FTEs	2.5	2.65	2.65	0	0

**Budget Detail**

Wages, Payroll Taxes & Benefits	\$ 234,966	\$ 291,881	\$ 439,185	\$ 0	\$ 0
Supplies	6	965	1,517	0	0
Services & Charges	3,930	191,615	231,253	0	0
Nonrecurring expenditures	0	0	144,200	0	0
Total Economic Development Division	\$ 238,902	\$ 484,461	\$ 816,155	\$ 0	\$ 0

Fund: 001

General Fund

Spokane Valley

Dept: 058

Community &amp; Economic Development

2019 Budget

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

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Actual</b>	<b>2018 Budget</b>	<b>2019 Budget</b>
<b>Personnel - FTE Equivalents</b>					
Development Services Manager	1.0	1.0	1.0	0	0
Engineer	2.0	2.0	2.0	0	0
Assistant Engineer	1.0	1.0	1.0	0	0
Senior Planner	1.0	1.0	1.0	0	0
Planner	2.0	2.0	2.0	0	0
Maint/Construction Inspector	1.0	1.0	1.0	0	0
Code Enforcement Officer	1.0	1.0	0.0	0	0
ROW Inspector	1.0	1.0	1.0	0	0
Office Assistant I	1.0	1.0	1.0	0	0
Senior Engineer	0.0	0.0	0.0	0	0
Engineering Technician	0.0	0.0	0.0	0	0
Total FTEs	<u>11.0</u>	<u>11.0</u>	<u>10.0</u>	<u>0</u>	<u>0</u>

**Budget Detail**

Wages, Payroll Taxes & Benefits	\$ 1,115,465	\$ 1,158,836	\$ 843,860	\$ 0	\$ 0
Supplies	10,058	10,657	10,374	0	0
Services & Charges	246,964	251,364	227,112	0	0
Intergovernmental Payments	0	21,662	39,546	0	0
Total Development Services Division	<u>\$ 1,372,487</u>	<u>\$ 1,442,519</u>	<u>\$ 1,120,892</u>	<u>\$ 0</u>	<u>\$ 0</u>

**057 - Building Division****Budget Summary**

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Actual</b>	<b>2018 Budget</b>	<b>2019 Budget</b>
<b>Personnel - FTE Equivalents</b>					
Building Official	1.0	1.0	1.0	0	0
Building Inspector II	3.0	3.0	3.0	0	0
Planner	2.0	2.0	1.0	0	0
Development Service Coordinator	1.0	1.0	1.0	0	0
Engineering Tech	1.0	1.0	1.0	0	0
Office Assistant I	2.0	2.0	2.0	0	0
Permit Facilitator	2.0	2.0	2.0	0	0
Plans Examiner	1.0	1.0	1.0	0	0
Senior Plans Examiner	1.0	1.0	1.0	0	0
Code Enforcement Officer	0.0	0.0	1.0	0	0
Assistant Planner	0.0	0.0	0.0	0	0
Total FTEs	<u>14.0</u>	<u>14.0</u>	<u>14.0</u>	<u>0</u>	<u>0</u>

**Budget Detail**

Wages, Payroll Taxes & Benefits	\$ 1,823,159	\$ 1,900,828	\$ 1,096,598	\$ 0	\$ 0
Supplies	13,479	25,894	10,413	0	0
Services & Charges	253,964	287,341	75,917	0	0
Total Building Division	<u>\$ 2,090,602</u>	<u>\$ 2,214,063</u>	<u>\$ 1,182,928</u>	<u>\$ 0</u>	<u>\$ 0</u>

Fund: 001

General Fund

Spokane Valley

Dept: 076

Parks &amp; Recreation

2019 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 2018**

- Completed the design phase of the Appleway Trail University to Pines Park Amenities.
- Completed construction the Sullivan to Corbin section of the Appleway Trail.
- Completed the design and construction of new donated sculpture from Valley Arts Council.
- Pursued land acquisitions for priority facilities such as disc golf, skateboard park, etc.
- Installed new park signs at Sullivan, Park Road, Castle and Balfour Parks.
- Completed the updating of park regulations/rules.

#### **Goals for 2019**

- Construct new restroom at Browns Park.
- Complete the Appleway Trail University to Pines Amenities project.
- Add a swing set to Edgecliff Park.
- Repair/replace poured in place surfacing at Discovery Playground.
- Complete one land acquisition.
- Begin the design of the Evergreen to Sullivan section of the Appleway Trail.
- Continue to implement the Browns Park Master Plan.

#### **Budget Summary**

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Actual</b>	<b>2018 Budget</b>	<b>2019 Budget</b>
<b>Personnel - FTE Equivalents</b>					
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>
<b>Budget Detail</b>					
Wages, Payroll Taxes & Benefits	\$ 230,394	\$ 232,889	\$ 242,763	\$ 254,133	\$ 267,703
Supplies	2,688	3,258	2,468	7,600	4,750
Services & Charges	28,433	22,803	42,953	39,578	63,505
Nonrecurring expenditures	78,659	83,951	364,346	0	0
Total Parks Administration Division	<u>\$ 340,174</u>	<u>\$ 342,901</u>	<u>\$ 652,530</u>	<u>\$ 301,311</u>	<u>\$ 335,958</u>



Fund: 001

General Fund

Spokane Valley

Dept: 076

Parks &amp; Recreation

2019 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**

	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Budget
<b>Budget Detail</b>					
Supplies	\$ 3,444	\$ 13,809	\$ 1,625	\$ 7,500	\$ 4,000
Services & Charges	830,640	876,115	845,108	856,475	889,500
Total Maintenance Division	<u>\$ 834,084</u>	<u>\$ 889,924</u>	<u>\$ 846,733</u>	<u>\$ 863,975</u>	<u>\$ 893,500</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 2018**

- Researched new recreation programs that serve the needs of the Community.
- Continued to provide quality recreation programs for the Spokane Valley Community.
- Partnered with Library District to offer weekly library resources as the Summer Park Program.
- Offered affordable community events for families, teens, and the Community.

**Goals for 2019**

- Provide a new summer camp for teens entering 6th -9th grades.
- Provide a new walking program for community members.
- Continue to provide quality recreation programs for the Spokane Valley Community.
- Offer affordable community events for families, teens, and the Community.

**Budget Summary**

	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Budget
<b>Personnel - FTE Equivalents</b>					
Recreation Coordinator	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>
<b>Budget Detail</b>					
Wages, Payroll Taxes & Benefits	\$ 164,092	\$ 157,707	\$ 95,062	\$ 189,274	\$ 160,667
Supplies	7,791	5,773	3,976	7,750	8,650
Services & Charges	62,052	72,052	54,312	63,778	84,305
Total Recreation Division	<u>\$ 233,935</u>	<u>\$ 235,532</u>	<u>\$ 153,350</u>	<u>\$ 260,802</u>	<u>\$ 253,622</u>

Fund: 001

General Fund

Spokane Valley

Dept: 076

Parks &amp; Recreation

2019 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 2018**

- Maintained full summer swimming program.
- Improved the summer pool schedule for better public understanding.
- Maintained Paws in the Pool Program.
- Expanded the water exercise program.
- Replaced circulating pump at Park Road Pool.
- Worked with Make A Splash to offer weekly free swim sessions at all pools.

**Goals for 2019**

- Maintain full summer swimming program.
- Maintain Paws in the Pool Program.
- Continue to partner with Make A Splash to offer free swim sessions at all pools.

**Budget Summary**

	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Budget
<b>Budget Detail</b>					
Supplies	\$ 351	\$ 1,517	\$ 42	\$ 3,300	\$ 2,000
Services & Charges	487,564	460,474	474,626	512,600	489,153
Total Aquatics Division	<u>\$ 487,915</u>	<u>\$ 461,991</u>	<u>\$ 474,668</u>	<u>\$ 515,900</u>	<u>\$ 491,153</u>

Fund: 001

General Fund

Spokane Valley

Dept: 076

Parks &amp; Recreation

2019 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 2018**

- Obtained and categorized a referral guide for front desk volunteers of services and agencies.
- Continued to work with the Board on providing board training classes.
- Worked closely with the Parks & Recreation Director on programs being offered to seniors.
- Conducted Resource and Referral Fair with 56 vendors and over 250 participants.

**Goals for 2019**

- 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.
- Develop transition plan for retiring Senior Center Specialist.

**Budget Summary**

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Actual</b>	<b>2018 Budget</b>	<b>2019 Budget</b>
<b>Personnel - FTE Equivalents</b>					
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
<b>Budget Detail</b>					
Wages, Payroll Taxes & Benefits	\$ 82,625	\$ 85,521	\$ 88,210	\$ 91,729	\$ 94,715
Supplies	454	1,170	592	1,600	1,600
Services & Charges	2,298	1,645	1,473	4,900	4,900
Total Senior Center Division	<u>\$ 85,377</u>	<u>\$ 88,336</u>	<u>\$ 90,275</u>	<u>\$ 98,229</u>	<u>\$ 101,215</u>

**Fund: 001****General Fund****Spokane Valley****Dept: 076****Parks & Recreation****2019 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 2018**

- Replaced flooring in the Great Room and Small Dining Room at CenterPlace.
- Completed Phase 1 of improvement for an outdoor event venue space on west lawn.
- Completed the addition of new video monitors in the Great Room.
- Hosted Crave NW, Summer Nights and Oktoberfest events on new outdoor space.

**Goals for 2019**

- Add a Farmer's Market event to CenterPlace
- Seek funding opportunities to finish construction of the CenterPlace West Lawn Master Plan.
- Update Business and Marketing plan for CenterPlace.
- Develop a checklist of permits required for community events held on outdoor space to assist groups.
- Develop plan to attract more community events to outdoor venue space.

**Budget Summary**

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Actual</b>	<b>2018 Budget</b>	<b>2019 Budget</b>
<b>Personnel - FTE Equivalents</b>					
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>
<b>Budget Detail</b>					
Wages, Payroll Taxes & Benefits	\$ 442,655	\$ 467,950	\$ 491,576	\$ 503,499	\$ 534,355
Supplies	53,919	59,418	81,169	73,524	70,774
Services & Charges	306,138	309,359	297,318	333,673	344,285
Nonrecurring Expenditures	0	21,420	1,000	53,000	0
Total CenterPlace Division	<u>\$ 802,712</u>	<u>\$ 858,147</u>	<u>\$ 871,063</u>	<u>\$ 963,696</u>	<u>\$ 949,414</u>

<b>Fund: 001</b>	<b>General Fund</b>	<b>Spokane Valley</b>
<b>Dept: 090</b>	<b>General Government</b>	<b>2019 Budget</b>

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**

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Actual</b>	<b>2018 Budget</b>	<b>2019 Budget</b>
<b><u>Supplies</u></b>					
Employee Recognition-Operating Supplies	\$ 1,490	\$ 599	\$ 1,674	\$ 1,500	\$ 1,700
Office & Operating Supplies	187	41	552	0	0
Small Tools & Minor Equipment	7,443	5,825	3,030	6,900	6,900
Computer Hardware - Non Capital	38,277	54,773	46,050	66,050	42,250
Computer Software - Non Capital	5,093	20,859	11,249	20,300	25,800
Office & Operating Supplies	16,753	9,196	8,876	9,700	9,700
	<u>69,243</u>	<u>91,293</u>	<u>71,431</u>	<u>104,450</u>	<u>86,350</u>
<b><u>Other Services &amp; Charges</u></b>					
Professional Services - Misc Studies	22,907	99,509	81,667	200,000	245,000
Accounting & Auditing	77,474	82,775	83,684	90,000	95,000
Uncollectible Accounts Expense	2,095	0	0	0	0
Employee Recognition & Safety Program	299	917	0	1,500	1,000
Postage	10,428	82	0	2,500	2,500
Telephone Service	8,168	7,077	11,205	9,000	12,300
Cell Phones	949	1,680	1,649	1,700	5,700
Internet Service	11,458	8,114	7,696	8,500	9,000
Taxes and Assessments	0	0	912	0	1,000
City Wide Records Management	5,870	0	0	10,000	10,000
Sewer	0	0	523	0	500
City Hall Rent	426,964	437,864	0	0	0
Facility Repairs & Maintenance	8,897	1,595	4,003	5,000	0
Equip Repair & Maint-Hardware Support	40,450	34,611	35,959	46,400	36,800
IT Support	20,855	12,659	18,716	28,300	29,200
Software Licenses & Maintenance	65,353	82,967	88,525	88,000	91,900
Merchant Charges (Bankcard Fees)	231	287	186	500	500
Network Infrastructure Access	0	17,662	4,732	5,000	6,000
Equipment Rental	1,921	4,261	4,264	4,260	4,300
Interfund Vehicle Lease	0	500	1,000	500	500
Printing & Binding	536	589	0	600	600
Miscellaneous Services	5,256	5,378	4,919	5,400	5,400
General Operating Leases: Computer	45,347	46,480	57,556	60,000	65,000
Economic Development-Site Selector	8,542	9,041	9,373	10,000	10,000
Outside Agencies- Social Svc & Econ. Dev.	0	0	91,924	150,000	182,000
Professional Services - Economic Dev.	70,330	60,216	0	0	0
Contracted economic dev.	16,560	43,000	0	0	0
City Economic Development	153,350	0	0	0	0
Professional Services - Social Services	90,974	43,496	55,911	0	0
Alcohol Treatment: Liquor Excise Tax	5,012	8,710	9,077	0	9,000
Alcohol Treatment: Liquor Profits	16,131	16,081	15,900	25,000	16,000
	<u>\$ 1,116,357</u>	<u>\$ 1,025,551</u>	<u>\$ 589,383</u>	<u>\$ 752,160</u>	<u>\$ 839,200</u>

*(continued to next page)*

<b>Fund: 001</b>	<b>General Fund</b>	<b>Spokane Valley</b>
<b>Dept: 090</b>	<b>General Government</b>	<b>2019 Budget</b>

(continued from previous page)

	<b>Budget Summary</b>				
	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Actual</b>	<b>2018 Budget</b>	<b>2019 Budget</b>
<b><u>Intergovernmental Services</u></b>					
Election Costs	\$ 16,347	\$ 0	\$ 69,973	\$ 90,000	\$ 90,000
Voter Registration	97,091	85,893	86,932	100,000	100,000
Taxes and assessments	5,617	892	0	7,500	12,100
Spokane County Air Pollution Authority	115,915	116,432	130,928	135,000	137,300
	<u>234,970</u>	<u>203,217</u>	<u>287,834</u>	<u>332,500</u>	<u>339,400</u>
<b><u>Capital Outlays</u></b>					
Computer Hardware - Capital	0	23,802	7,387	70,000	65,000
	<u>0</u>	<u>23,802</u>	<u>7,387</u>	<u>70,000</u>	<u>65,000</u>
<b><u>Debt Service: Principal</u></b>					
Interest and Other Debt Service Costs	425	624	600	600	600
<b><u>Interfund Payments for Service</u></b>					
Transfer out - #204 (City Hall bond payment)	0	198,734	397,350	399,350	401,250
Transfer out - #309 (park capital proj)	115,575	260,122	160,000	160,000	160,000
Transfer out - #309 (Appleway Trail Amenities)	0	0	0	29,725	0
Transfer out - #310 (bond pmt > \$434.6 lease)	67,600	72,500	0	0	0
Transfer out - #310 (city hall o&m costs)	271,700	271,700	0	0	0
Transfer out - #311 (pvmnt preservation)	920,000	943,800	953,200	962,700	972,300
Transfer out - #501 (CenterPlace kitchen reserve)	0	0	36,600	36,600	36,600
Transfer out - #502 (risk management)	325,000	325,000	350,000	370,000	390,000
	<u>1,699,875</u>	<u>2,071,856</u>	<u>1,897,150</u>	<u>1,958,375</u>	<u>1,960,150</u>
<b><u>Miscellaneous</u></b>					
SCRAPS pass through	1,099	1,209	1,145	1,300	1,300
Leasehold Excise Tax Pass-Through	0	628	778	600	800
	<u>1,099</u>	<u>1,837</u>	<u>1,923</u>	<u>1,900</u>	<u>2,100</u>
<b>Subtotal Recurring Expenditures</b>	<b>\$ 3,121,969</b>	<b>\$ 3,418,180</b>	<b>\$ 2,855,707</b>	<b>\$ 3,219,985</b>	<b>\$ 3,292,800</b>
<b><u>Nonrecurring/Nonrecurring Capital</u></b>					
City Hall lease payment (2017 final year)	0	0	438,565	0	0
IT capital replacement	21,145	0	26,386	0	0
Computer Hardware - Capital	65,610	76,119	111,451	110,000	102,000
Computer Software - Capital	18,931	10,870	0	5,000	5,000
City Hall Remodel	12,842	0	0	0	0
City Hall Generator	0	0	0	200,000	0
Transfer out - #122 (Replenish Winter Weather Resen	0	15,043	258,000	490,000	0
Transfer out - #309 (Park Capital)	0	0	0	400,000	1,160,000
Transfer out - #312 (capital reserve fund)	1,783,512	1,828,723	3,003,929	3,795,429	0
Transfer out - #314 (RR Grade Separation)	0	0	1,200,000	0	0
	<u>1,902,040</u>	<u>1,930,755</u>	<u>5,038,331</u>	<u>5,000,429</u>	<u>1,267,000</u>
<b>Total Governmental Division</b>	<b>\$ 5,024,009</b>	<b>\$ 5,348,935</b>	<b>\$ 7,894,039</b>	<b>\$ 8,220,414</b>	<b>\$ 4,559,800</b>

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 2018

- Continued to develop and update the pavement management plan.
- Renewed contracts with private contractors for street maintenance services.
- Continued the evaluation of the traffic management system to keep in-house or integrate into SRTMC.
- Developed a preliminary maintenance program for traffic signal components to address aging infrastructure.
- Continued evaluations of traffic signal timings for improved traffic through the Argonne, Pines, and Sullivan Corridors.
- Continued on-going roadway maintenance and repairs utilizing in-house and contracted services.

#### Goals for 2019

- Finalize and begin the implementation of the Pavement Management Program.
- Continue on-going roadway and bridge maintenance and repairs.
- Finalize the 6-year Bridge Maintenance Program and begin its implementation.
- Implement identified signal timing plans for the Argonne, Pines, and Sullivan Corridors.
- Work to evaluate and implement an asset management system for all transportation facilities.

#### Budget Summary

	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Budget
<b>Personnel - FTE Equivalents</b>					
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	2.4	2.35	2.35	2.35	2.35 *
Construction inspector	0.0	0.00	0.00	0.00	1.50
Traffic Engineer	0.0	0.00	0.00	0.00	1.00
Assistant Engineer	1.0	1.0	1.0	1.0	0.25
Engineering Tech II	0.0	0.0	0.0	0.0	0.25
Planning Grants Engineer	0.375	0.375	0.375	0.375	0.375
Total FTEs	5.725	5.725	5.725	5.725	7.725
Interns & Temp/Seasonal	2.0	2.0	2.0	2.0	2.0

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\* 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

Fund: 101

Street Fund

Spokane Valley

2019 Budget

(continued from previous page)

**Budget Summary**

	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Budget
<b>Revenues</b>					
Utility Tax	\$ 2,257,184	\$ 2,069,309	\$ 1,982,391	\$ 1,900,000	\$ 1,700,000
Motor Vehicle Fuel Tax	1,935,629	2,005,870	2,032,175	2,052,400	2,092,300
Multimodal Transportation Revenue	0	95,509	98,994	133,800	132,200
Right-of-Way Maintenance Fee	0	56,035	136,112	70,000	70,000
Investment Interest	3,212	5,886	7,843	6,000	6,000
Grant Proceeds	0	12,066	1,341	0	0
Miscellaneous	25,167	226	49,411	10,000	10,000
Non recurring insurance proceeds	0	59,426	85,074	0	0
Total revenues	4,221,192	4,304,327	4,393,341	4,172,200	4,010,500
<b>Nonrecurring Revenues</b>					
Transfers in - #312	0	0	0	0	907,544
Total Nonrecurring Revenues	0	0	0	0	907,544
<b>Expenditures</b>					
Wages, Payroll Taxes & Benefits	738,144	728,627	811,264	771,019	1,044,547
Supplies	116,659	87,533	98,747	112,500	113,300
Services & Charges	2,041,767	2,122,931	2,125,091	2,141,751	2,308,818
Snow Operation	465,231	409,635	637,358	504,800	497,200
Intergovernmental Payments	707,315	836,101	748,291	851,000	855,000
Transfers out - #001	39,700	39,700	39,700	39,700	0
Transfers out - #311 (pvmnt pres)	206,618	67,342	67,342	67,342	0
Interfund Vehicle Lease - #501 (non-plow)	12,077	31,000	23,250	21,250	21,250
Interfund Vehicle Lease - #501 (plow replace)	0	40,000	77,929	77,929	77,929
Capital construction and equipment	155,849	0	0	0	0
<b>Nonrecurring Expenditures</b>					
Battery backups for intersections	0	0	15,579	15,000	0
Traffic Signal Cabinet Replacement	0	59,695	0	0	0
Maintenance facility storage unit	0	4,871	0	0	0
Transportation Mgmt Center	0	1,465	0	0	0
Total Nonrecurring expenditures	4,483,360	4,428,900	4,644,551	4,602,291	4,918,044
Revenues over (under) expenditures	(262,168)	(124,573)	(251,210)	(430,091)	0
Beginning fund balance	1,705,245	1,443,077	1,318,504	1,067,294	637,203
Ending fund balance	\$ 1,443,077	\$ 1,318,504	\$ 1,067,294	\$ 637,203	\$ 637,203



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 2019 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 95,810 (per the Washington State Office of Financial Management on April 1, 2018) we anticipate the City will collect \$2,101,100 in 2019. 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 2019 revenue estimate this computes to \$8,800. The balance or \$2,092,300 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 and is budgeted to transfer \$50,000 in 2018 to the Parks Capital Projects Fund #309 to be applied towards the Appleway Trail projects.

**Budget Summary**

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Actual</b>	<b>2018 Budget</b>	<b>2019 Budget</b>
<b>Revenues</b>					
Motor Vehicle Fuel (Gas) Tax	\$ 8,226	\$ 8,460	\$ 8,571	\$ 8,700	\$ 8,800
Investment Interest	0	170	369	0	400
Total revenues	<u>8,226</u>	<u>8,630</u>	<u>8,940</u>	<u>8,700</u>	<u>9,200</u>
<b>Expenditures</b>					
Capital Outlay	0	0	0	0	0
Transfers out- #309	0	9,300	0	50,000	0
Total expenditures	<u>0</u>	<u>9,300</u>	<u>0</u>	<u>50,000</u>	<u>0</u>
Revenues over (under) expenditures	8,226	(670)	8,940	(41,300)	9,200
Beginning fund balance	29,828	38,054	37,384	46,324	5,024
Ending fund balance	<u>\$ 38,054</u>	<u>\$ 37,384</u>	<u>\$ 46,324</u>	<u>\$ 5,024</u>	<u>\$ 14,224</u>

**Fund: 104****Hotel/Motel Tax - Tourism Facilities Fund****Spokane Valley****2019 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**

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Actual</b>	<b>2018 Budget</b>	<b>2019 Budget</b>
<b>Revenues</b>					
Hotel/Motel Tax	\$ 182,236	\$ 387,333	\$ 400,509	\$ 377,000	\$ 390,000
Investment Interest	111	1,552	6,854	1,500	7,000
Transfers in - #105	0	0	250,000	250,000	0
Total revenues	<u>182,347</u>	<u>388,885</u>	<u>657,363</u>	<u>628,500</u>	<u>397,000</u>
<b>Expenditures</b>					
Capital Outlay	0	0	0	0	0
Total expenditures	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Revenues over (under) expenditures	182,347	388,885	657,363	628,500	397,000
Beginning fund balance	0	182,347	571,232	1,228,595	1,857,095
Ending fund balance	<u>\$ 182,347</u>	<u>\$ 571,232</u>	<u>\$ 1,228,595</u>	<u>\$ 1,857,095</u>	<u>\$ 2,254,095</u>

**Fund: 105****Hotel/Motel Tax Fund****Spokane Valley****2019 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**

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Actual</b>	<b>2018 Budget</b>	<b>2019 Budget</b>
<b>Revenues</b>					
Hotel/Motel Tax	\$ 581,237	\$ 596,373	\$ 615,981	\$ 580,000	\$ 600,000
Investment Interest	484	1,275	3,549	1,000	2,000
Total revenues	<u>581,721</u>	<u>597,648</u>	<u>619,529</u>	<u>581,000</u>	<u>602,000</u>
<b>Expenditures</b>					
Tourism Promotion	484,968	498,172	351,674	322,000	625,000
Transfers out- #001	30,000	30,000	15,778	30,000	30,000
Transfers out- #104	0	0	250,000	250,000	0
Transfers out- #109	68,000	58,387	0	0	0
Total expenditures	<u>582,968</u>	<u>586,559</u>	<u>617,452</u>	<u>602,000</u>	<u>655,000</u>
Revenues over (under) expenditures	(1,247)	11,089	2,077	(21,000)	(53,000)
Beginning fund balance	209,948	208,701	219,790	221,867	200,867
Ending fund balance	<u>\$ 208,701</u>	<u>\$ 219,790</u>	<u>\$ 221,867</u>	<u>\$ 200,867</u>	<u>\$ 147,867</u>

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.

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 12.5% of gross receipts, which is estimated to be approximately \$1,600,000 in 2019.

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 \$40,422 in the years 2015 through 2019.

#### Budget Summary

	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Budget
<b>Revenues</b>					
Administrative fees	\$ 125,000	\$ 125,000	\$ 172,550	\$ 225,000	\$ 225,000
Solid Waste Road Wear Fee	0	17,677	59,389	1,000,000	1,500,000
Investment interest	0	184	1,334	0	1,300
Total revenues	125,000	142,861	233,273	1,225,000	1,726,300
<b>Expenditures</b>					
Education & Contract Administration	49,040	66,188	81,288	184,575	185,878
Transfers out - #001	40,425	40,425	40,425	40,425	40,422
Transfers out - #311	0	0	0	1,000,000	1,500,000
Total expenditures	89,465	106,613	121,713	1,225,000	1,726,300
Revenues over (under) expenditures	35,535	36,248	111,560	0	0
Beginning fund balance	7,339	42,874	79,122	190,682	190,682
Ending fund balance	\$ 42,874	\$ 79,122	\$ 190,682	\$ 190,682	\$ 190,682

**Fund: 107****PEG Fund****Spokane Valley****2019 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**

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Actual</b>	<b>2018 Budget</b>	<b>2019 Budget</b>
<b>Revenues</b>					
Comcast PEG contribution	\$ 81,806	\$ 79,427	\$ 76,471	\$ 79,000	\$ 76,000
Investment interest	0	784	1,676	0	0
Transfer in from fund #001	267,333	0	0	0	0
Total revenues	<u>349,139</u>	<u>80,211</u>	<u>78,147</u>	<u>79,000</u>	<u>76,000</u>
<b>Expenditures</b>					
PEG Reimbursement - CMTV	0	117,000	0	40,200	40,100
New City Hall Council Chambers	0	5,435	208,714	0	0
Capital Outlay	47,957	18,617	54,937	31,000	31,000
Total expenditures	<u>47,957</u>	<u>141,052</u>	<u>263,651</u>	<u>71,200</u>	<u>71,100</u>
Revenues over (under) expenditures	301,182	(60,841)	(185,504)	7,800	4,900
Beginning fund balance	0	301,182	240,341	54,837	62,637
Ending fund balance	<u>\$ 301,182</u>	<u>\$ 240,341</u>	<u>\$ 54,837</u>	<u>\$ 62,637</u>	<u>\$ 67,537</u>

**Fund: 120****CenterPlace Operating Reserve Fund****Spokane Valley****2019 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**

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Actual</b>	<b>2018 Budget</b>	<b>2019 Budget</b>
<b>Revenues</b>					
Investment Interest	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Transfers in	0	0	0	0	0
Total revenues	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Expenditures</b>					
Operations	0	0	0	0	0
Total expenditures	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
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  
2019 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 \$3.3 million. During 2018, 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 2019 Budget Message located near the front of this budget document.

**Budget Summary**

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Actual</b>	<b>2018 Budget</b>	<b>2019 Budget</b>
<b>Revenues</b>					
Investment Interest	\$ 8,590	\$ 21,636	\$ 16,575	\$ 0	\$ 0
Transfers in	0	0	0	0	0
Total revenues	8,590	21,636	16,575	0	0
<b>Expenditures</b>					
Operations	0	0	0	0	0
Total expenditures	0	0	0	0	0
Revenues over (under) expenditures	8,590	21,636	16,575	0	0
Beginning fund balance	5,453,199	5,461,789	5,483,425	5,500,000	5,500,000
Ending fund balance	\$ 5,461,789	\$ 5,483,425	\$ 5,500,000	\$ 5,500,000	\$ 5,500,000

**Fund: 122****Winter Weather Reserve Fund****Spokane Valley  
2019 Budget**

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 2018 and 2019 even though we recognize there exists only \$500,000 to address this issue if it should arise.

**Budget Summary**

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Actual</b>	<b>2018 Budget</b>	<b>2019 Budget</b>
<b>Revenues</b>					
Investment Interest	\$ 833	\$ 1,961	\$ 3,712	\$ 3,500	\$ 5,000
Transfers in - #001	0	15,043	258,000	490,000	0
FEMA Grant Proceeds	0	38,804	3,170	0	0
Total revenues	833	55,808	264,882	493,500	5,000
<b>Expenditures</b>					
Street Maintenance Expenditures	60,381	257,445	500,000	500,000	500,000
Total expenditures	60,381	257,445	500,000	500,000	500,000
Revenues over (under) expenditures	(59,548)	(201,637)	(235,118)	(6,500)	(495,000)
Beginning fund balance	504,020	444,472	242,835	7,717	501,217
Ending fund balance	\$ 444,472	\$ 242,835	\$ 7,717	\$ 1,217	\$ 6,217

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, 2019, the outstanding balance on this portion of the bond issue will be \$4,645,000.
- \$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, 2019, the outstanding balance on this portion of the bond issue will be \$730,000.

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, 2019, the outstanding balance on the bond issue will be \$6,895,000.

#### Budget Summary

	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Budget
<b>Revenues</b>					
Spokane Public Facilities District	\$ 373,800	\$ 380,300	\$ 379,750	\$ 414,050	\$ 432,150
Transfers in - #001	0	198,734	397,350	399,350	401,250
Transfers in - #301	82,150	83,400	79,426	82,000	82,475
Transfers in - #302	82,150	83,400	79,425	82,000	82,475
Total revenues	538,100	745,834	935,951	977,400	998,350
<b>Expenditures</b>					
Debt Service Payment - CenterPlace	374,083	380,300	379,750	414,050	432,150
Debt Service Payment - Roads	164,017	166,800	162,900	164,000	164,950
Debt Service Payments - City Hall	0	198,734	397,350	399,350	401,250
Total expenditures	538,100	745,834	940,000	977,400	998,350
Revenues over (under) expenditures	0	0	(4,049)	0	0
Beginning fund balance	4,049	4,049	4,049	0	0
Ending fund balance	\$ 4,049	\$ 4,049	\$ 0	0	0

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

	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Budget
<b>Revenues</b>					
REET 1 - Taxes	\$ 1,065,789	\$ 1,176,911	\$ 1,503,787	\$ 1,500,000	\$ 1,000,000
Investment Interest	1,654	7,609	21,598	7,500	22,000
Total revenues	<u>1,067,443</u>	<u>1,184,520</u>	<u>1,525,385</u>	<u>1,507,500</u>	<u>1,022,000</u>
<b>Expenditures</b>					
Transfers out - #204	82,150	83,400	79,426	82,000	82,475
Transfers out - #303	567,113	579,636	294,558	1,048,852	504,172
Transfers out - #311 ( <i>pavement preservation</i> )	251,049	365,286	660,479	685,329	734,300
Transfers out - #314 ( <i>Barker Grade Separation</i> )	0	3,893	111,941	38,000	50,000
Total expenditures	<u>900,312</u>	<u>1,032,215</u>	<u>1,146,404</u>	<u>1,854,181</u>	<u>1,370,947</u>
Revenues over (under) expenditures	167,131	152,305	378,981	(346,681)	(348,947)
Beginning fund balance	<u>1,426,957</u>	<u>1,594,088</u>	<u>1,746,393</u>	<u>2,125,374</u>	<u>1,778,693</u>
Ending fund balance	<u>\$ 1,594,088</u>	<u>\$ 1,746,393</u>	<u>\$ 2,125,374</u>	<u>\$ 1,778,693</u>	<u>\$ 1,429,746</u>

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

	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Budget
<b>Revenues</b>					
REET 2 - Taxes	\$ 1,065,789	\$ 1,176,911	\$ 1,503,787	\$ 1,500,000	\$ 1,000,000
Investment Interest	1,661	8,189	25,594	8,000	25,000
Total revenues	<u>1,067,450</u>	<u>1,185,100</u>	<u>1,529,381</u>	<u>1,508,000</u>	<u>1,025,000</u>
<b>Expenditures</b>					
Transfers out - #204	82,150	83,400	79,425	82,000	82,475
Transfers out - #303	331,099	164,151	81,613	1,099,434	167,434
Transfers out - #311 ( <i>pavement preservation</i> )	251,049	365,286	660,479	685,329	734,300
	<u>664,298</u>	<u>612,837</u>	<u>821,517</u>	<u>1,866,763</u>	<u>984,209</u>
Revenues over (under) expenditures	403,152	572,263	707,864	(358,763)	40,791
Beginning fund balance	1,325,145	1,728,297	2,300,560	3,008,424	2,649,661
Ending fund balance	<u>\$ 1,728,297</u>	<u>\$ 2,300,560</u>	<u>\$ 3,008,424</u>	<u>\$ 2,649,661</u>	<u>\$ 2,690,452</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**

	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Budget
<b>Revenues</b>					
Grant Proceeds	\$ 8,223,959	\$ 4,951,033	\$ 3,561,989	\$ 7,981,145	\$ 4,408,681
Developer Contribution	363,894	151,600	62,244	33,032	35,700
Miscellaneous	87	29	0	0	0
Transfers in - #101	123,955	0	0	0	0
Transfers in - #301	567,113	579,636	294,701	1,048,852	504,172
Transfers in - #302	331,099	164,151	81,613	1,099,434	167,434
Transfers in - #312 Sullivan Rd W Bridge	42,730	2,022,865	455,465	0	0
Transfers in - #312 Euclid Ave - Flora to Barker	0	26,326	1,464,381	415,839	5,000
Transfers in - #312 8th & Carnahan Improvement	0	11,687	218,299	425,000	45,000
Transfers in - #312 Indiana bus stops & crosswalk	0	0	0	0	0
Transfers in - #312 Barker Corridor	0	0	0	148,488	267,000
Total revenues	9,652,837	7,907,327	6,138,693	11,151,790	5,432,987
<b>Expenditures</b>					
060 Argonne Rd Corridor Upgrade SRTC 06-31	1,248,474	4,355	0	0	0
123 Mission Ave -Flora to Barker	37,956	72,909	250,119	3,762,128	5,000
141 Sullivan & Euclid PCC	9,848	62,939	1,512,193	25,000	0
142 Broadway @ Argonne/Mullan	17,771	29,030	3,702	2,341,799	12,500
149 In-House Design - Sidewalk Infill	8,177	105	0	0	0
155 Sullivan Rd W Bridge Replacement	6,482,244	5,538,823	722,384	0	0
156 Mansfield Ave. Connection	712,689	738	0	0	0
159 University Rd / I-90 Overpass Study	2,842	0	0	0	0
166 Pines Rd (SR27) & Grace Ave. Intersect study	47,322	115,820	60,574	495,000	5,000
167 City wide safety improvements	315,032	89,158	3,055	0	0
177 Sullivan Road Corridor Traffic Study	19,332	0	0	0	0
191 Vista Rd BNSF Xing Safety	190	0	0	0	0
196 8th Avenue - McKinnon to Fancher	396	0	0	0	0
201 ITS Infill Project Phase 1	37,884	47,756	7,006	437,000	5,000
205 Sprague/Barker Intersection Improvement	13,132	0	0	35,700	35,700
206 Sprague/Long Sidewalk Project	304,933	235	0	0	0
207 Indiana & Evergreen Transit Access Improv.	3,345	102,684	0	0	0
211 Sullivan Trent to Wellesley	100,649	0	(17,811)	0	0
220 Houk-Sinto-Maxwell St Preservation	15,555	0	0	0	0
221 McDonald Rd Diet (16th to Mission)	7,229	436,143	675	1,000	0
222 Citywide Reflective Signal Backplates	0	0	38,355	42,645	0
223 Pines Rd Underpass @ BNSF & Trent	2,000	0	0	0	0

(continued to next page)

Fund: 303

## Street Capital Projects Fund

Spokane Valley

2019 Budget

(continued from previous page)

	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2018 Budget
<b>Expenditures, continued</b>					
224 Mullan Rd Street Preservation Project	\$ 133,069	\$ 0	\$ 0	\$ 0	\$ 0
229 32nd Ave Preservation Project	0	434,801	0	0	0
233 Broadway Ave Street Pres-Sullivan to Moore	0	56,085	0	0	0
234 Seth Woodard Sidewalk Improvements	6,204	393,046	0	0	0
238 Mirabeau Pkwy & Pines (SR-27) Traffic Signal	0	410,454	(21)	0	0
239 Bowdish Sidewalk - 8th to 12th	0	63,282	389,898	5,000	0
247 8th & Carnahan Intersection Improvements	0	11,687	218,299	425,000	45,000
249 Sullivan/Wellesley Intersection	0	400	15,112	268,000	1,167,287
250 9th Ave. Sidewalk	0	10,523	181,053	2,000	0
251 Euclid Ave. - Flora to Barker	0	26,326	2,601,774	419,359	5,000
258 32nd Ave Sidewalk - SR27 to Evergreen	0	0	32,157	407,870	5,000
259 N. Sullivan Corridor ITS Projects (PE start 201	0	0	96,567	85,000	730,000
263 Citywide Signal Backplates	0	0	143	124,719	0
264 8th Ave Sidewalk	0	0	11,606	458,958	0
265 Wellesley Sidewalk Project	0	0	20,727	38,000	382,000
267 Mission Ave Sidewalk	0	0	0	60,250	420,000
273 Barker/I-90 Interchange	0	0	0	500,000	500,000
275 Barker Rd Widening - River to Euclid	0	0	0	88,000	132,000
276 Barker Rd Widening - Euclid to Garland	0	0	0	54,000	81,000
277 Barker Rd Widening - Garland to Trent	0	0	0	36,000	54,000
278 Wilbur Rd Sidewalk - Boone to Broadway	0	0	0	20,000	354,500
279 Knox Ave Sidewalk - Hutchinson to Sargent	0	0	0	20,000	294,000
281 Highland Estates Connector	0	0	0	0	200,000
Argonne Rd. Preservation	123,955	0	0	0	0
Contingency	0	0	0	999,362	1,000,000
Total expenditures	9,650,228	7,907,299	6,147,567	11,151,790	5,432,987
Revenues over (under) expenditures	2,608	28	(8,874)	0	0
Beginning fund balance	72,929	75,538	75,566	66,692	66,692
Ending fund balance	\$ 75,538	\$ 75,566	\$ 66,692	\$ 66,692	\$ 66,692

Fund: 309

## Park Capital Projects Fund

Spokane Valley

2019 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**

	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Budget
<b>Revenues</b>					
Grant Proceeds	\$ 1,560	\$ 150,230	\$ 1,657,548	\$ 1,693,200	\$ 572,308
FEMA Grant Proceeds - Windstorm	0	21,875	0	0	0
Transfers in - #001 (General Fund)	115,575	260,122	160,000	589,725	1,320,000
Transfers in - #103 (Paths & Trails)	0	9,300	0	50,000	0
Transfers in - #105	68,000	58,388	0	0	0
Transfers in - #312 (Capital Reserve)	524,812	37,132	277,437	324,100	14,788
Investment Interest	813	722	215	0	0
Insurance Proceeds	0	7,857	0	0	0
Total revenues	710,760	545,626	2,095,200	2,657,025	1,907,096
<b>Expenditures</b>					
176 Appleway Trail (Univ. to Pines)	524,569	25,325	0	0	0
203 5 sand volleyball courts at Browns Park	241,480	0	0	0	0
208 Old Mission Trailhead	68	0	0	0	0
217 Edgecliff picnic shelter	104,257	0	0	0	0
225 Pocket dog park - phase 1	108,436	0	0	0	0
227 Appleway Trail (Pines to Evergreen)	1,803	137,063	1,816,928	0	0
231 Old Mission Trailhead Landscaping	47,066	0	0	0	0
232 Shade Structure: Discovery Park	36,340	0	0	0	0
237 Appleway Trail (Sullivan to Corbin)	0	41,123	129,986	2,086,300	5,000
241 Pocket dog park - phase 2	0	81,064	0	0	0
242 Browns Park Splashpad	0	121,959	11,222	0	0
243 Browns Park championship volleyball	0	58,388	0	0	0
244 Park signs (3)	0	7,898	0	0	0
245 Terrace View playground equip (Windstorm)	0	59,553	0	0	0
261 Edgecliff Park Splashpad	0	0	122,577	0	0
268 Appleway Trail (Evergreen to Sullivan)	0	0	0	164,000	72,500
270 CenterPlace outdoor venue - Phase 1	0	0	0	200,000	0
271 Browns Park lighting and pathway	0	0	0	23,200	0
274 Park signs (Sullivan, Park Rd, Balfour)	0	0	0	24,000	0
280 Appleway Trail Amenities (Univ - Pines)	0	0	0	29,725	509,595
282 Browns Park volleyball courts	0	0	0	176,800	0
Browns Park restroom	0	0	0	0	160,000
Browns Park improvements	0	0	0	0	1,000,000
Swing sets	0	0	0	0	25,000
Resurface Discovery Park	0	0	0	0	40,000
Electrical Upgrade Mirabeau Point Park	0	0	0	7,700	0
Heart of the Valley Sculpture Placement	0	0	0	28,000	0
Total expenditures	1,064,019	532,373	2,080,712	2,739,725	1,812,095
Revenues over (under) expenditures	(353,259)	13,253	14,488	(82,700)	95,001
Beginning fund balance	451,720	98,461	111,714	126,202	43,502
Ending fund balance	\$ 98,461	\$ 111,714	\$ 126,202	\$ 43,502	\$ 138,503

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

	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Budget
<b>Revenues</b>					
Investment Interest	\$ 2,113	\$ 5,144	\$ 9,029	\$ 5,900	\$ 9,000
Transfers in - #001:					
-Future C.H. bond pmt > \$434.6k lease pmt	67,600	0	0	0	0
-Future C.H. o&m costs	271,700	344,200	0	0	0
Transfers in - #312	58,324	0	0	0	0
Total revenues	<u>399,737</u>	<u>349,344</u>	<u>9,029</u>	<u>5,900</u>	<u>9,000</u>
<b>Expenditures</b>					
Transfers out - #001:	0	198,734	498,500	0	0
Professional services	0	0	0	0	0
Capital Outlay - City Hall	1,136,738	0	0	0	0
Total expenditures	<u>1,136,738</u>	<u>198,734</u>	<u>498,500</u>	<u>0</u>	<u>0</u>
Revenues over (under) expenditures	(737,001)	150,610	(489,471)	5,900	9,000
Beginning fund balance	1,919,550	1,182,549	1,333,159	843,688	849,588
Ending fund balance	<u>\$ 1,182,549</u>	<u>\$ 1,333,159</u>	<u>\$ 843,688</u>	<u>\$ 849,588</u>	<u>\$ 858,588</u>

**Fund: 311****Pavement Preservation Fund****Spokane Valley****2019 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 2017 and budgeted amounts for 2018 and 2019:

	Fund						Grants	Total
	001	101	106	123	301/302	310		
	General	Street O&M	Street Wear Fee	Civic Fac. Replace.	REET 1&2	Civic Fac. Capital		
<b>Actual</b>								
2011	584,681	0	0	0	0	500,000	0	1,084,681
2012	2,045,203	0	0	0	0	0	0	2,045,203
2013	855,857	282,000	0	616,284	300,000	0	35,945	2,090,086
2014	888,823	282,000	0	616,284	368,944	0	2,042,665	4,198,716
2015	920,000	206,618	0	616,284	502,098	0	835,224	3,080,224
2016	943,800	67,342	0	559,808	730,572	0	1,654,698	3,956,220
2017	953,200	67,342	0	0	1,320,958	0	89,208	2,430,708
<b>Budget</b>								
2018	962,700	67,342	1,000,000	0	1,370,658	0	1,572,500	4,973,200
2019	972,300	0	1,500,000	0	1,468,600	0	1,820,000	5,760,900
	<b>9,126,564</b>	<b>972,644</b>	<b>2,500,000</b>	<b>2,408,660</b>	<b>6,061,830</b>	<b>500,000</b>	<b>8,050,240</b>	<b>29,619,938</b>

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 2019 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 2019 funding level of \$2,440,900 is sustainable through 2023 assuming a General Fund contribution of \$972,300 and a collective contribution of \$1,468,600 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**

	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Budget
<b>Revenues</b>					
Transfers in - #001	\$ 920,000	\$ 943,800	\$ 953,200	\$ 962,700	\$ 972,300
Transfers in - #101	206,618	67,342	67,342	67,342	0
Transfers in - #106	0	0	0	1,000,000	1,500,000
Transfers in - #123	616,284	559,804	0	0	0
Transfers in - #301	251,049	365,286	660,479	685,329	734,300
Transfers in - #302	251,049	365,286	660,479	685,329	734,300
Investment Interest	3,389	7,519	20,535	0	0
Grant Proceeds	835,224	1,654,698	89,209	1,572,500	1,820,000
Miscellaneous	0	0	0	0	0
Total revenues	<u>3,083,613</u>	<u>3,963,735</u>	<u>2,451,244</u>	<u>4,973,200</u>	<u>5,760,900</u>
<b>Expenditures</b>					
Pavement preservation	2,358,976	3,615,389	2,042,305	4,410,540	7,238,200
Pre-project GeoTech	41,432	0	0	50,000	50,000
Total expenditures	<u>2,400,408</u>	<u>3,615,389</u>	<u>2,042,305</u>	<u>4,460,540</u>	<u>7,288,200</u>
Revenues over (under) expenditures	683,205	348,346	408,939	512,660	(1,527,300)
Beginning fund balance	1,922,013	2,605,218	2,953,564	3,362,503	3,875,163
Ending fund balance	<u>\$ 2,605,218</u>	<u>\$ 2,953,564</u>	<u>\$ 3,362,503</u>	<u>\$ 3,875,163</u>	<u>\$ 2,347,863</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:

- \$1,583,361 for the City's share of the \$15.5 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.
- \$1,485,417 towards a Pines Road / BNSF Grade Separation project.
- \$1,485,417 towards Barker Road corridor improvements.
- \$1,485,417 towards Balfour Park development.
- \$460,715 towards improvements at the Spokane County Library's proposed Balfour site.

Future projects are yet to be determined.

#### Budget Summary

	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Budget
<b>Revenues</b>					
Transfers in - #001	\$ 1,783,512	\$ 1,828,723	\$ 3,003,929	\$ 3,795,429	\$ 0
Transfers in - #313	0	0	0	74,960	0
Investment Interest	0	16,027	52,170	16,000	50,000
Total revenues	<u>1,783,512</u>	<u>1,844,750</u>	<u>3,056,099</u>	<u>3,886,389</u>	<u>50,000</u>
<b>Expenditures</b>					
City Hall Sculpture Siting	0	0	41,376	5,383	0
Transfers out - #101	0	0	0	0	907,544
Transfers out - #303 - Sullivan Rd W Bridge	42,730	2,060,878	455,465	0	0
Transfers out - #303 - Euclid Ave - Flora to Barker	0	0	1,464,381	415,839	5,000
Transfers out - #303 - 8th & Camahan Intersection	0	0	218,300	425,000	45,000
Transfers out - #303 - Barker Road Corridor	0	0	0	148,488	267,000
Transfers out - #309 - Appleway Trail - Univ to Pi	524,812	0	0	0	0
Transfers out - #309 - Appleway Trail - Pines-Eve	0	37,132	277,437	0	0
Transfers out - #309 - Appleway Trail -Corbin	0	0	0	301,900	5,000
Transfers out - #309 - Appleway Trail -Evergreen-	0	0	0	22,200	9,788
Transfers out - #310 - City Hall	58,324	0	0	0	0
Transfers out - #313 - City Hall	5,162,764	0	0	0	0
Transfers out - #314 - Pines Grade Separation	0	12,975	482,216	4,809	0
Total expenditures	<u>5,788,630</u>	<u>2,110,985</u>	<u>2,939,175</u>	<u>1,323,619</u>	<u>1,239,332</u>
Revenues over (under) expenditures	(4,005,118)	(266,235)	116,924	2,562,770	(1,189,332)
Beginning fund balance	8,581,715	4,576,597	4,310,362	4,427,286	6,990,056
Ending fund balance	<u>\$ 4,576,597</u>	<u>\$ 4,310,362</u>	<u>\$ 4,427,286</u>	<u>\$ 6,990,056</u>	<u>\$ 5,800,724</u>

**Fund: 313****City Hall Construction Fund****Spokane Valley****2019 Budget**

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**

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Actual</b>	<b>2018 Budget</b>	<b>2019 Budget</b>
<b>Revenues</b>					
Transfers in - #312	\$ 5,162,764	\$ 0	\$ 0	\$ 0	\$ 0
2016 LTGO Bond Proceeds	0	7,946,088	0	0	0
Investment Interest	0	26,536	18,894	0	0
Total revenues	<u>5,162,764</u>	<u>7,972,624</u>	<u>18,894</u>	<u>0</u>	<u>0</u>
<b>Expenditures</b>					
Capital Outlay - City Hall	373,718	6,517,094	6,065,879	0	0
Transfers out - #312	0	0	0	74,960	0
2016 LTGO Bond Issue Costs	0	96,515	0	0	0
Total expenditures	<u>373,718</u>	<u>6,613,609</u>	<u>6,065,879</u>	<u>74,960</u>	<u>0</u>
Revenues over (under) expenditures	4,789,046	1,359,015	(6,046,985)	(74,960)	0
Beginning fund balance	0	4,789,046	6,148,061	101,076	26,116
Ending fund balance	<u>\$ 4,789,046</u>	<u>\$ 6,148,061</u>	<u>\$ 101,076</u>	<u>\$ 26,116</u>	<u>\$ 26,116</u>

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 2018 and 2019 are related to design costs for the Pines Road Underpass project and the Barker Road Overpass project.

**Budget Summary**

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Actual</b>	<b>2018 Budget</b>	<b>2019 Budget</b>
<b>Revenues</b>					
Grant Proceeds	\$ 0	\$ 0	\$ 87,611	\$ 770,000	\$ 3,750,000
Investment Interest	0	0	4,072	0	0
Transfers in - #001	0	0	1,200,000	0	50,000
Transfers in - #301	0	3,893	111,941	38,000	0
Transfers in - #312	0	12,975	482,216	4,809	0
Total revenues	<u>0</u>	<u>16,868</u>	<u>1,885,840</u>	<u>812,809</u>	<u>3,800,000</u>
<b>Expenditures</b>					
Barker BNSF Grade Separation	0	3,893	199,552	900,000	3,800,000
Pines Rd Underpass	0	12,975	617,484	80,000	900,000
Total expenditures	<u>0</u>	<u>16,868</u>	<u>817,036</u>	<u>980,000</u>	<u>4,700,000</u>
Revenues over (under) expenditures	0	0	1,068,804	(167,191)	(900,000)
Beginning fund balance	0	0	0	1,068,803	901,612
Ending fund balance	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 1,068,804</u>	<u>\$ 901,612</u>	<u>\$ 1,612</u>



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 2018

- 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.

#### Goals for 2019

- Begin the evaluation efforts for the Glenrose and Central Floodplain mapping for FEMA.
- Work to evaluate and implement an asset management system for all stormwater facilities.
- Continue collaboration efforts with local, State, and Federal stormwater regulatory bodies.
- Continue the inventorying and mapping of all City stormwater facilities.
- Continue on-going stormwater maintenance and repairs utilizing in-house and contracted services.
- Coordinate stormwater system improvements, integrating with other capital projects for efficiency.

#### Budget Summary

	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Budget
<b>Personnel - FTE Equivalents</b>					
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	0.5
Maintenance/Construction Inspector	1.2	1.15	1.15	1.15	1.15
Planning Grants Engineer	0.25	0.25	0.25	0.25	0.25
	<u>4.40</u>	<u>4.40</u>	<u>4.40</u>	<u>4.40</u>	<u>3.90</u>
Interns	<u>2.0</u>	<u>2.0</u>	<u>3.0</u>	<u>2.0</u>	<u>2.0</u>

(continued to next page)

<b>Fund: 402</b>	<b>Stormwater Management Fund</b>	<b>Spokane Valley</b>
		<b>2019 Budget</b>

(continued from previous page)

<b>Budget Summary</b>					
<b>Recurring Activity</b>	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Actual</b>	<b>2018 Budget</b>	<b>2019 Budget</b>
<b>Revenues</b>					
Stormwater Management fees	\$ 1,861,368	\$ 1,898,210	\$ 1,895,033	\$ 1,870,000	\$ 1,890,000
Investment Interest	2,455	7,690	20,564	7,500	20,000
Miscellaneous & Grants Proceeds	543,332	61,403	25,000	0	0
	<u>2,407,155</u>	<u>1,967,303</u>	<u>1,940,597</u>	<u>1,877,500</u>	<u>1,910,000</u>
<b>Expenditures</b>					
Wages, Payroll Taxes & Benefits	396,799	465,790	465,102	557,157	494,273
Supplies	30,222	12,286	11,064	14,800	10,700
Services & Charges	1,080,038	1,106,429	997,893	1,141,210	1,182,109
Intergovernmental Services	30,176	31,764	32,661	35,000	37,500
Transfers out - #001	13,400	13,400	13,400	13,400	0
Interfund Vehicle Lease - #501	0	0	12,750	12,750	12,750
	<u>1,550,635</u>	<u>1,629,669</u>	<u>1,532,870</u>	<u>1,774,317</u>	<u>1,737,332</u>
Recurring revenues over (under)					
Recurring Expenditures	856,520	337,634	407,727	103,183	172,668
<b>Nonrecurring Activity</b>					
<b>Revenues</b>					
Grant Proceeds	0	0	338,384	65,000	106,000
FEMA Grant Proceeds - Windstorm	0	0	6,823	0	0
	<u>0</u>	<u>0</u>	<u>345,207</u>	<u>65,000</u>	<u>106,000</u>
<b>Expenditures</b>					
Capital - Various Projects	700,521	94,451	331,953	450,000	450,000
Effectiveness study	192,638	110,055	196,480	15,000	10,000
Watershed studies	0	0	0	60,000	100,000
	<u>893,159</u>	<u>204,506</u>	<u>528,433</u>	<u>525,000</u>	<u>560,000</u>
Nonrecurring revenues over (under)					
Nonrecurring Expenditures	(893,159)	(204,506)	(183,226)	(460,000)	(454,000)
Excess (Deficit) of Total Revenues					
Over (Under) Total Expenditures	(36,639)	133,128	224,501	(356,817)	(281,332)
Beginning working capital	1,933,564	1,639,975	1,761,416	1,973,424	1,616,607
Ending working capital	<u>\$ 1,896,925</u>	<u>\$ 1,773,103</u>	<u>\$ 1,985,917</u>	<u>\$ 1,616,607</u>	<u>\$ 1,335,275</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

	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Budget
<b>Revenues</b>					
Spokane County	\$ 533,593	\$ 391,180	\$ 521,070	\$ 460,000	\$ 460,000
Grant Proceeds	1,036,603	0	0	445,955	317,200
Investment Interest	0	0	0	0	10,000
Total Revenues	1,570,196	391,180	521,070	905,955	787,200
<b>Expenditures</b>					
Capital - Various projects	530,309	362,115	58,722	648,780	832,600
Transfers out - #402	120,000	0	0	0	0
Total Expenditures	650,309	362,115	58,722	648,780	832,600
Revenues over (under) expenditures	919,887	29,065	462,348	257,175	(45,400)
Beginning working capital	1,773	921,660	950,725	1,413,073	1,670,248
Ending working capital	\$ 921,660	\$ 950,725	\$ 1,413,073	\$ 1,670,248	\$ 1,624,848

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

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**Fund: 501****Equipment Rental & Replacement Fund****Spokane Valley****2019 Budget***(continued from previous page)***Budget Summary**

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Actual</b>	<b>2018 Budget</b>	<b>2019 Budget</b>
<b>Revenues</b>					
Vehicle rentals - #001	\$ 19,300	\$ 24,000	\$ 32,500	\$ 30,000	\$ 30,000
Vehicle rentals - #101	12,077	31,000	23,250	21,250	21,250
Vehicle rentals - #101 <i>(plow replace.)</i>	0	40,000	77,929	77,929	77,929
Vehicle rentals - #402	4,167	11,000	12,750	12,750	12,750
Transfers in - #001 <i>(CenterPlace kitchen reserve)</i>	0	0	36,600	36,600	36,600
Investment Interest	1,449	4,394	9,651	4,000	9,500
Total Revenues	<u>36,993</u>	<u>110,394</u>	<u>192,680</u>	<u>182,529</u>	<u>188,029</u>
<b>Expenditures</b>					
Vehicle maintenance equipment	0	0	46,039	20,000	20,000
Snow plow replacement	0	134,761	110,309	0	0
Vehicle Replacement	23,790	87,679	0	0	0
Transfer out - #001 <i>(networking equipment)</i>	0	0	77,000	0	0
Total Expenditures	<u>23,790</u>	<u>222,440</u>	<u>233,348</u>	<u>20,000</u>	<u>20,000</u>
Revenues over (under) expenditures	13,203	(112,046)	(40,668)	162,529	168,029
Beginning working capital	1,235,794	1,248,997	1,136,951	1,096,283	1,258,812
Ending working capital	<u>\$ 1,248,997</u>	<u>\$ 1,136,951</u>	<u>\$ 1,096,283</u>	<u>\$ 1,258,812</u>	<u>\$ 1,426,841</u>

**Fund: 502****Risk Management Fund****Spokane Valley****2019 Budget**

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**

	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Actual</b>	<b>2018 Budget</b>	<b>2019 Budget</b>
<b>Revenues</b>					
Transfers in - #001	\$ 325,000	\$ 325,000	\$ 350,000	\$ 370,000	\$ 390,000
Investment Interest	8	422	1,107	0	0
Total Revenues	<u>325,008</u>	<u>325,422</u>	<u>351,107</u>	<u>370,000</u>	<u>390,000</u>
<b>Expenditures</b>					
Auto & Property insurance	284,112	277,298	311,467	370,000	390,000
Unemployment Claims	14,722	8,820	29,066	0	0
Miscellaneous	0	0	0	0	0
Total Expenditures	<u>298,834</u>	<u>286,118</u>	<u>340,533</u>	<u>370,000</u>	<u>390,000</u>
Revenues over (under) expenditures	26,174	39,304	10,574	0	0
Beginning working capital	168,209	194,383	233,687	244,261	244,261
Ending working capital	<u>\$ 194,383</u>	<u>\$ 233,687</u>	<u>\$ 244,261</u>	<u>\$ 244,261</u>	<u>\$ 244,261</u>

CITY OF SPOKANE VALLEY, WA  
Capital Expenditures for 2019

		SOURCE OF FUNDS													
	2019 Expenditure Budget	#001 General	#106 Solid Waste	#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	Developer Contributions	
<b>#001 General Fund</b>															
- IT capital replacements	107,000	107,000													
Subtotal	107,000	107,000	0	0	0	0	0	0	0	0	0	0	0	0	
<b>#107 PEG Fund</b>															
- PEG Capital outlay	31,000	31,000													
Subtotal	31,000	0	0	31,000	0	0	0	0	0	0	0	0	0	0	
<b>#303 Street Capital Projects Fund</b>															
123 Mission Ave - Flora to barker	5,000														
142 Broadway @ Argonne/Mullan PCC intersection	12,500														
166 Pines Rd (SR27) & Grace Ave. Intersection Safety	5,000														
201 ITS Infill Project Phase 1	5,000														
205 Sprague/Barker Intersection Improvements	35,700														
247 8th & Carnahan Intersection Improvements	45,000														
249 Sullivan/Wellesley Intersection	1,167,287														
251 Euclid Ave. - Flora to Barker	5,000														
258 32nd Ave Sidewalk - SR27 to Evergreen	5,000														
259 N. Sullivan Corridor ITS Project (PE start 2017)	730,000														
265 Wellesley Sidewalk Project	382,000														
267 Mission Ave Sidewalk	420,000														
273 Barker/I-90 Interchange	500,000														
275 Barker Rd Widening - River to Euclid	132,000														
276 Barker Rd Widening - Euclid to Garland	81,000														
277 Barker Rd Widening - Garland to Trent	54,000														
278 Wilbur Rd Sidewalk - Boone to Broadway	354,500														
279 Knox Ave Sidewalk - Hutchinson to Sargent	294,000														
281 Highland Estates Connector	200,000														
Contingency <sup>1</sup>	1,000,000														
Subtotal	5,432,987	0	0	0	504,172	167,434	0	0	317,000	0	0	0	4,408,681	35,700	
<b>#309 Parks Capital Projects Fund</b>															
237 Appleway Trail - Sullivan to Corbin	5,000														
268 Appleway Trail - Evergreen to Sullivan	72,500														
280 Appleway Trail Amenities - University to Pines	509,595														
xxx Browns Park Restroom	160,000	160,000													
xxx Browns Park Improvements	1,000,000	1,000,000													
xxx Swing sets	25,000														
xxx Resurface Discovery Park	40,000														
Subtotal	1,812,095	1,160,000	0	0	0	0	65,000	0	14,788	0	0	0	572,307	0	
<b>#311 Pavement Preservation Fund</b>															
- Pavement preservation	7,238,200	972,300	1,500,000	734,300		734,300	1,477,300		1,820,000						
Subtotal	7,238,200	972,300	1,500,000	0	734,300	734,300	0	1,477,300	0	0	0	0	1,820,000	0	
<b>#314 Grade Separation Fund</b>															
143 Barker BNSF Grade Separation	3,800,000														
223 Pines Rd Underpass @ BNSF & Trent	900,000														
	4,700,000	0	0	0	50,000	0	0	0	0	900,000	0	0	3,750,000	0	
<b>#402 Stormwater Management Fund</b>															
- Capital - various projects	450,000														
Subtotal	450,000	0	0	0	0	0	0	0	0	0	400,000	0	50,000	0	
<b>#403 Aquifer Protection Area Fund</b>															
- Capital - various projects	832,600														
Subtotal	832,600	0	0	0	0	0	0	0	0	0	0	515,400	317,200	0	
<b>Total Capital Expenditures and Related Financing</b>		20,603,882	2,239,300	1,500,000	31,000	1,288,472	901,734	65,000	1,477,300	331,788	900,000	400,000	515,400	10,918,188	35,700

<sup>1</sup> 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 2018 to 2019 + (-)
	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	
<b>#001 - General Fund</b>									(1)	(2)		
City Manager / City Clerk	5	5	5	5	5	5	5	5	5	7	6.5	(0.500) (3)
City Attorney	3	3	3	3	3	3	3	3	3	3.5	3.5	0.000
Public Safety	0	0	0	0	0	0	0	0	0	0	0.12	0.120 (4)
Deputy City Manager	8	8	7	7	6	6	6	6	6	3	1	(2.000) (5)
Finance	10	12	11	11	10.75	11.75	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	7.375	7.375	7.375	6.375	0	0	0.000
City Hall Operations & Maintenance	0	0	0	0	0	0	0	0	1	1	0.88	(0.120) (4)
CPW - Engineering	0	0	0	0	0	0	0	0	0	12.5	13.275	0.775 (6)(7)
CPW - Economic Development	0	0	0	0	0	0	0	0	0	6.375	6	(0.375) (6)
CPW - Building and Planning	0	0	0	0	0	0	0	0	0	18	20	2.000 (5)
CED - Administration	3	3	3	3	2	2	2	2	1	0	0	0.000
CED - Economic Development	0	0	0	0	0	0	2.5	2.65	4	0	0	0.000
CED - Development Services	0	0	0	0	0	0	11	11	10	0	0	0.000
CED - Engineering	8	8	6	6	8	7	0	0	0	0	0	0.000
CED - Planning	9	9	8.5	8.5	8	8	0	0	0	0	0	0.000
CED - Building	14.75	14.75	12.75	12.75	11.5	12.5	14	14	15	0	0	0.000
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 Center	1	1	1	1	1	1	1	1	1	1	1	0.000
Parks & Rec - CenterPlace	7	7	5	5	5	5	5	5	5	5	5	0.000
<b>Total General Fund</b>	<b>81.25</b>	<b>83.25</b>	<b>74.75</b>	<b>74.75</b>	<b>72.25</b>	<b>73.625</b>	<b>73.625</b>	<b>73.775</b>	<b>74.125</b>	<b>74.125</b>	<b>74.025</b>	<b>-0.100</b>
<b>#101 - Street Fund</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>4.5</b>	<b>5</b>	<b>5.375</b>	<b>5.725</b>	<b>5.725</b>	<b>5.725</b>	<b>5.725</b>	<b>7.725</b>	<b>2.000 (7)</b>
<b>#303 - Street Capital Project Fund</b>	<b>3.5</b>	<b>3.5</b>	<b>3.5</b>	<b>3.5</b>	<b>3.5</b>	<b>3.5</b>	<b>3.5</b>	<b>3.5</b>	<b>3.5</b>	<b>5</b>	<b>8.1</b>	<b>3.100 (7)</b>
<b>#402 - Stormwater Fund</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4.5</b>	<b>4.5</b>	<b>4.75</b>	<b>4.4</b>	<b>4.4</b>	<b>4.4</b>	<b>4.4</b>	<b>3.9</b>	<b>(0.500) (7)</b>
<b>Total FTEs</b>	<b>93.75</b>	<b>95.75</b>	<b>87.25</b>	<b>87.25</b>	<b>85.25</b>	<b>87.25</b>	<b>87.25</b>	<b>87.4</b>	<b>87.75</b>	<b>89.25</b>	<b>93.75</b>	<b>4.500</b>

- (1) FTEs for 2017 reflect the reorganization that was effective in April 2017. The original 2017 Budget had FTEs of 88.4.
- (2) FTEs for 2018 reflect the budget amendment approved on May 29, 2018.
- (3) Vacant Administrative Assistant position reduced to 50%.
- (4) The Maintenance Worker position was split part time with the Precinct and City Hall.
- (5) Two Office Assistant positions were moved from DCM to Building.
- (6) For the General Fund portion of the Planning Grants Engineer position (0.375 FTE), position was moved from Economic Development to Engineering.
- (7) Supplemental budget request for 5 FTEs, including one Senior Engineer, one Assistant Engineer, and three Construction Inspectors.

## 2018 Work Force Comparison

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

CITY	POPULATION	FULL-TIME	PART-TIME
Auburn	78,960	436	1
Bothell	44,370	322	6
Bremerton	40,630	307	13
Burien	50,680	73	5
Des Moines	30,860	125	7
Edmonds	41,260	215	5
Federal Way	96,350	315	8
Issaquah	36,030	237	11
Kennewick	80,280	360	7
Kirkland	86,080	718	16
Lacey	48,700	262	1
Lake Stevens	31,740	90	3
Lakewood	59,280	202	5
Longview	37,510	309	5
Lynnwood*	36,950	342	8
Marysville	65,900	269	8
Mount Vernon	34,360	210	50
Olympia	52,160	591	16
Pasco	71,680	356	0
Pullman	33,280	203	34
Puyallup	40,500	260	9
Redmond	62,110	624	18
Richland	54,150	475	23
Sammamish*	62,240	106	7
Shoreline	55,060	165	11
<b>Spokane Valley</b>	<b>95,810</b>	<b>89</b>	<b>2</b>
University Place	32,610	50	7
Walla Walla	33,840	272	12
Wenatchee	34,070	160	5
Yakima	93,900	757	20
<b>AVERAGE</b>		<b>297</b>	<b>11</b>

Source: Association of Washington Cities Survey: 2018 Participant Data - Cities and Towns

\*2018 data not reported. Numbers from 2017.



**Appendix A**  
**EMPLOYEE POSITION CLASSIFICATION**  
**MONTHLY SALARY SCHEDULE**  
**Effective January 1, 2019**

Position Title	Grade	2019 Range
City Manager		Unclassified
Deputy City Manager	21-22	9,066.16 - 15,576.80
City Attorney	21	9,066.16 - 14,019.24
Finance Director	21	9,066.16 - 14,019.24
Parks and Recreation Director	20	8,159.44 - 12,618.24
City Engineer	19	7,343.36 - 11,356.54
Deputy City Attorney	19	7,343.36 - 11,356.54
Human Resources Manager	19	7,343.36 - 11,356.54
Planning Manager	18	6,609.87 - 10,220.38
Building Official	18	6,609.87 - 10,220.38
Engineering Manager	18	6,609.87 - 10,220.38
Economic Development Manager	18	6,609.87 - 10,220.38
Senior Engineer	17	5,948.55 - 9,197.96
Accounting Manager	17	5,948.55 - 9,197.96
Assistant Building Official	17	5,948.55 - 9,197.96
Public Works Superintendent	17	5,948.55 - 9,197.96
Attorney	16	5,353.16 - 8,277.64
City Clerk	16	5,353.16 - 8,277.64
Engineer	16	5,353.16 - 8,277.64
Senior Administrative Analyst	16	5,353.16 - 8,277.64
Senior Planner	16	5,353.16 - 8,277.64
Development Services Coordinator	16	5,353.16 - 8,277.64
GIS/Database Administrator	16	5,353.16 - 8,277.64
Accountant/Budget Analyst	16	5,353.16 - 8,277.64
Associate Planner	15	4,818.50 - 7,450.38
Assistant Engineer	15	4,818.50 - 7,450.38
IT Specialist	15	4,818.50 - 7,450.38
Engineering Technician II	15	4,818.50 - 7,450.38
Economic Development Project Specialist	15	4,818.50 - 7,450.38
Senior Plans Examiner	15	4,818.50 - 7,450.38
Public Information Officer	15	4,818.50 - 7,450.38
Human Resource Analyst	14	4,336.92 - 6,705.86
Administrative Analyst	14	4,336.92 - 6,705.86
CenterPlace Coordinator	14	4,336.92 - 6,705.86
Planner	14	4,336.92 - 6,705.86
Building Inspector II	14	4,336.92 - 6,705.86
Plans Examiner	14	4,336.92 - 6,705.86
Engineering Technician I	14	4,336.92 - 6,705.86
Senior Permit Specialist	14	4,336.92 - 6,705.86
Code Enforcement Officer	14	4,336.92 - 6,705.86
Deputy City Clerk	14	4,336.92 - 6,705.86
Maintenance/Construction Inspector	13-14	3,902.91 - 6,705.86
Recreation Coordinator	13-14	3,902.91 - 6,705.86
Customer Relations/Facilities Coordinator	13	3,902.91 - 6,035.04
Building Inspector I	13	3,902.91 - 6,035.04
Executive Assistant	13	3,902.91 - 6,035.04
Planning Technician	13	3,902.91 - 6,035.04
Senior Center Specialist	12-13	3,513.90 - 6,035.04
Human Resources Technician	12-13	3,513.90 - 6,035.04
Permit Facilitator	12	3,513.90 - 5,431.40
Help Desk Technician	12	3,513.90 - 5,431.40
Accounting Technician	12	3,513.90 - 5,431.40
Administrative Assistant	12	3,513.90 - 5,431.40
Permit Specialist	11-12	3,161.54 - 5,431.40
Maintenance Worker	11-12	3,161.54 - 5,431.40
Office Assistant II	10-11	2,845.20 - 4,888.50
Custodian	10	2,845.20 - 4,398.62
Office Assistant I	9-10	2,561.00 - 4,398.62

*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. 18-024**

**AN ORDINANCE OF THE CITY OF SPOKANE VALLEY, SPOKANE COUNTY, WASHINGTON, ADOPTING A BUDGET FOR THE PERIOD JANUARY 1, 2019 THROUGH DECEMBER 31, 2019; 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, 2019 and ending December 31, 2019; 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 11, October 9, and November 13, 2018. 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 25, 2018; and

WHEREAS, the City Council desires to adopt the 2019 budget, including all allowances, and an appropriation for each fund; and

WHEREAS, the City of Spokane Valley property tax levy in 2018 for collection in 2019, will be \$11,804,402, which represents a 0% increase in the 2019 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 2019 Budget.** The budget for the City of Spokane Valley for the year 2019 is adopted at the fund level. The final budget for 2019 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	30,560,665	45,537,322	76,097,987	43,033,369	33,064,618
Street Fund	101	636,748	4,918,044	5,554,792	4,918,044	636,748
Paths & Trails Fund	103	5,024	9,200	14,224	0	14,224
Hotel/Motel Tax - Tourism Facilities Fund	104	1,857,095	397,000	2,254,095	0	2,254,095
Hotel/Motel Tax Fund	105	200,867	602,000	802,867	655,000	147,867
Solid Waste	106	190,682	1,726,300	1,916,982	1,726,300	190,682
PEG Fund	107	62,637	76,000	138,637	71,100	67,537
CenterPlace Operating Reserve Fund	120	300,000	0	300,000	0	300,000
Service Level Stabilization Fund	121	5,500,000	0	5,500,000	0	5,500,000
Winter Weather Reserve Fund	122	501,217	5,000	506,217	500,000	6,217
LTGO Bond Debt Service Fund	204	0	998,350	998,350	998,350	0
REET 1 Capital Projects Fund	301	1,778,693	1,022,000	2,800,693	1,370,947	1,429,746
REET 2 Capital Projects Fund	302	2,649,661	1,025,000	3,674,661	984,209	2,690,452
Street Capital Projects	303	66,692	5,432,987	5,499,679	5,432,987	66,692
Park Capital Projects Fund	309	43,502	1,907,096	1,950,598	1,812,095	138,503
Civic Facilities Capital Projects Fund	310	849,588	9,000	858,588	0	858,588
Pavement Preservation Fund	311	3,875,163	5,760,900	9,636,063	7,288,200	2,347,863
Capital Reserve Fund	312	6,990,056	50,000	7,040,056	1,239,332	5,800,724
City Hall Construction Fund	313	26,116	0	26,116	0	26,116
Railroad Grade Separation Projects Fund	314	901,612	3,800,000	4,701,612	4,700,000	1,612
		56,996,018	73,276,199	130,272,217	74,729,933	55,542,284

Working Capital Funds	Fund No.	Estimated Beginning Working Capital	Revenues	Total Sources	Appropriations	Estimated Ending Working Capital
Stormwater Management Fund	402	1,616,607	2,016,000	3,632,607	2,297,332	1,335,275
Aquifer Protection Area Fund	403	1,670,248	787,200	2,457,448	832,600	1,624,848
Equipment Rental & Replacement Fund	501	1,258,812	188,029	1,446,841	20,000	1,426,841
Risk Management Fund	502	244,261	390,000	634,261	390,000	244,261
		4,789,928	3,381,229	8,171,157	3,539,932	4,631,225
Total of all Funds		61,785,946	76,657,428	138,443,374	78,269,865	60,173,509

The total balance of all funds appropriated for 2019 is \$78,269,865.

**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.

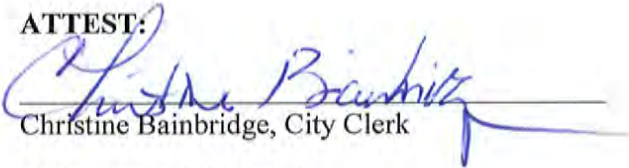
**Section 4. Effective Date.** This Ordinance shall be in full force and effect five days after the date of publication of this Ordinance or a summary thereof in the official newspaper of the City.



PASSED by the City Council this 13<sup>th</sup> day of November, 2018.

  
L.R. Higgins, Mayor

**ATTEST:**

  
Christine Bainbridge, City Clerk

**Approved As To Form:**

  
Office of the City Attorney

Date of Publication: 11-23-2018

Effective Date: 11-28-2018