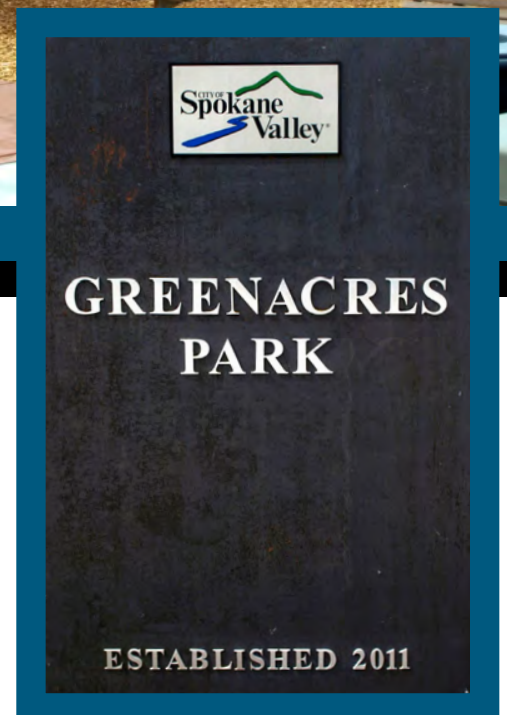


City of Spokane Valley

2013 BUDGET



City of Spokane Valley, Washington

Annual Budget

For the Fiscal Year

January 1, 2013 through December 31, 2013

City Hall

11707 E. Sprague Avenue

Spokane Valley, WA 99206

Website: www.spokanevalley.org

Phone: (509) 921-1000

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

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City of Spokane Valley, WA

Spokane County

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City Council Members

Thomas Towey, Mayor

Position #7

Gary Schimmels, Deputy Mayor

Position #4

Brenda Grassel

Position #1

Dean Grafos

Position #2

Arne Woodard

Position #3

Chuck Hafner

Position #5

Ben Wick

Position #6

Staff

Mike Jackson, City Manager

Vacant, Deputy City Manager

Mark Calhoun, Finance Director

John Hohman, Community Development Director

Mike Stone, Parks & Recreation Director

Eric Guth, Public Works Director

Cary Driskell, City Attorney

Christine Bainbridge, City Clerk



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***City Manager's Budget Message
2013 Annual Budget***

Dear Citizens, Mayor and City Council of Spokane Valley:

I am pleased to present the attached 2013 proposed budget for the City of Spokane Valley. In a continuing trend of local and national economic challenge, the City of Spokane Valley remains strong and continues to benefit from a history of prudent financial decisions since our 2003 incorporation. Careful budgeting and restrained spending leaves us almost unique among cities in providing a balanced budget and a substantial ending fund balance.

During this past year we have heard and read stories of Cities such as Stockton and San Bernardino, California going bankrupt. Dozens if not hundreds of Cities face drastic budget reductions and uncertain futures. The City of Spokane Valley is in sound financial condition. In fact, Spokane Valley is a stellar example of how a City can function efficiently and economically while providing key services to the community. Our employee count and personnel expenses are among the lowest (if not the lowest) in the nation.

To ensure continued financial stability it is imperative that the City keep its recurring expenses in check. To do this, we must continue to limit our spending to match our annual revenues. To meet this objective, the City has incrementally reduced recurring expenses over the past three years and kept our Ending Fund Balance intact.

There is an important exception to the spending limitations. In 2012, the City initiated spending of general fund, special fund and capital project fund revenues and reserves for the sole purpose of aiding street preservation. In 2012 and again in 2013 our citizens will see an aggressive program of repaving our roadways. Some may question paving roads that "don't look so bad." 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 such as crack sealing or grinding and repaving. That is why the City of Spokane Valley has committed critical financial resources to preservation of our transportation infrastructure.

Fiscal Policies

The Fiscal Policies adopted by the City Council are an important element in the long range budget view. These policies, comprised of Financial Management, Financial Objectives and Commitment, appropriately dictate that if the economic conditions deteriorate more than anticipated, future budget reductions may be triggered. The current budget forecast gives us hope these future reductions or service cuts will not be necessary and elected officials and staff remain committed to ensuring that service levels are commensurate with the revenue sources currently in place.

As noted with few exceptions for non-recurring expenses, we have not tapped into reserves to balance our general fund. During each budget cycle, the City will review the reserve balance and determine if additional budget cuts are needed.

Financial Management – The City proposes to:

1. Maintain basic service levels with reduced resources
2. Minimize personnel costs/overhead by continuing to contract for many services
3. Continue the 6-year Business Plan process
4. Leverage City funds with grant opportunities
5. Minimize City debt with a pay as you go philosophy
 - The State of Washington sets the maximum level of allowable debt for cities based on assessed value of property. The City of Spokane Valley currently utilizes only 1.49% of its total allowable debt capacity, and more importantly, only 7.46% of non-voted bond capacity. This is extremely low debt.

Financial Objectives - The City's financial objectives are:

1. Maintain a minimum General Fund Ending Balance of 50% of revenues.
 - The City can meet this objective and transfer funds to Capital Reserves as follows: \$7,826,207 to Fund #312 Capital Reserve Fund
2. If necessary, utilize the Service Level Stabilization Reserve Fund (\$5.4 million) to maintain ending fund balance minimum.
3. Service Level Stabilization Reserve Fund will not reduce below \$3.24 million (60% of \$5.4 million).
4. Property tax assessment will remain the same as 2012. and the City will forego the 1% annual increase allowable by RCW 84.52.050. We anticipate this will result in a levy of \$10,943,700 for 2013. The 1% increase capacity will be banked for future use as provided by law.

Commitment – By committing to these objectives, the City will ensure financial sustainability well into the future. The City can achieve this by:

- Holding 2013 recurring expenses to a maximum 1% increase over 2012.

Notably, this objective was achieved prior to adding a Pavement Preservation element to the budget. See following section ***Budget Highlights – New Pavement Preservation Fund*** for additional explanation.

- Commit to the Pavement Preservation Fund for a period of 4 years (2013-2016)
 - i. At which time, measure and assess the impact to the Overall Condition Index of City pavement and determine necessary modifications to Pavement Preservation Fund.
 - ii. In the event that annual revenues exceed annual expenditures during the four year period, consider additional allocation to Pavement Preservation Fund.

Budget Highlights

The 2013 Budget recognizes the economic realities of our times and the necessity to continue to operate within our financial means. At the same time, and for the first time in the City's budget history, the 2013 Budget establishes a Pavement Preservation Fund when combined with pavement preservation expenditures in the General Fund will result in \$2,054,141 for this program.

New Pavement Preservation Fund: The 2012 Budget established Pavement Preservation Fund #311 with projected expenditures of \$1,198,284 for 2013. In addition, \$855,857 will be expended from the General Fund for Pavement Preservation resulting in a total 1.24% increase in General Fund Recurring Expenditures. Additional transfers to Pavement Preservation include \$282,000 from the Street Fund, \$616,284 from the Civic Facilities Replacement Fund, \$150,000 from Capital Projects Fund and \$150,000 from Special Capital Projects Fund. Most of these transfers are projected to be sustainable for the foreseeable future. However, the transfer from the Civic Facilities Replacement fund is not sustainable and can occur for four years (including 2013) until the balance of \$2,403,848 is depleted. Pavement preservation is seen as a much more immediate and critical need than the potential future replacement of CenterPlace or the Valley Police Precinct.

Budget Reductions: Before Pavement Preservation is factored in, the 2013 General Fund budget actually ***decreased*** by 1.22% as compared to 2012. In fact, the 2013 Proposed Budget prior to adding Pavement Preservation was \$589,409 or 1.7% less than the ***2011*** Budget. This deserves recognition. We are spending less and maintaining similar service levels (including no reduction in law enforcement) during a period of about 2.1% inflation.

Staffing Levels: Staffing levels were reduced by 8.5 full-time and 2 temporary unfilled positions in 2011. For 2012 we remained at this same reduced level,

operating a city of 90,550¹ residents with a staff of 87.25 employees. In 2013 we will reduce an additional 2.0 employees. Even taking into consideration that we contract for police services and are served by Fire Districts and a Library District, we are operating substantially below the normal employee count for a major city at a substantially reduced cost. Spokane Valley personnel costs are approximately 20% of the total General Fund Budget. Comparable cities and counties typically fund personnel costs at about 60% to 70% of their General Fund Budget (after adjusting for police, fire and library personnel, which the City of Spokane Valley contracts). Spokane Valley staff levels are about 1 employee for every 1,059 citizens. Other cities compared range from 1 employee to every 163 citizens to 1 employee for every 491 citizens. While the survey is not scientific, the low comparable personnel costs coupled with the low employee per citizen ratio indicates the City of Spokane Valley is operating at a very low and effective staffing level.

Moderate Growth in Current Operational Expenses: Investing in the essential core services identified by the Council and community creates baseline costs. Similar to the trend in most jurisdictions, costs and demands for service are growing while tax revenues are decreasing. Quality service delivery requires ongoing investment in basic capacity to provide efficient operations. Moderate as it may be, operational expenses cannot continue to increase during declining or flat revenue. The City can either subsidize operational expenses with reserves, or husband their reserves and make additional budget reductions.

Public Safety Costs: In 2013, the Police, Court and Jail related services proposed budget is \$22,139,200 —**an amount equal to 202% of anticipated property tax collections (\$10,943,700) for the entire year.** Council has made a commitment not to reduce public safety service levels and associated costs in 2013.

Challenges:

Pavement Preservation: Fully funding our Street Preservation needs must be balanced with other priorities therefore future revenue sources will be required. The City will update the Preservation Plan in 2013.

Grants and Declining Matching Funds: City staff actively pursues funding commitments from other sources to help pay the cost of needed capital improvements—roads, bridges and parks—that benefit the community. The 2012 capital construction program totaled \$10,725,804 with \$7,828,118 (73%) coming from outside sources. The 2013 budget projects a total capital construction budget of \$7,957,725 with \$6,597,842 (83%) coming from outside sources.

¹ Washington State Department of Financial Management, April 1, 2012

When the City applies for state and federal grants, the City must provide its share (match) for these projects. In the past, Real Estate Excise Tax (REET) was used for most of the City match. However, during the last five years, this tax has declined from \$2.5 million to \$1 million, leaving a potential future shortage of local match depending on availability of Federal, State and Local grants. For now, the City has a small projected surplus of \$300,000 in REET Funding which will transfer to the Pavement Preservation Fund.

Local Street Maintenance Combination of Funding: This fund derives its revenues from an allocation of the State Motor Fuel Tax distributed to cities and towns, and a 6% city utility tax on telephone usage estimated in 2013 at \$1,861,000 and \$2,900,000 respectively. There is also an anticipated \$1,961,271 Beginning Fund Balance that will carry over into 2013. Therefore, the combination of Fuel Tax and Telephone Utility Tax enables us to meet the ongoing need for these funds to pay for street maintenance activities like snow plowing, pothole repair, crack sealing, sweeping, weed control, street lighting, traffic signals and a variety of other repairs/improvements. In 2013, \$282,000 will transfer to Pavement Preservation for more substantial repaving projects.

The Budget for 2013

Balanced Budget Adopted:

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 maintenance of financial reserves since incorporation has served its intended purpose and provided the opportunity for Spokane Valley to sustain critical public services during the turbulent economic conditions that began in 2008. The 2013 budget reflects a continuation of service delivery capabilities during difficult and uncertain economic times.

The 2013 budget is in balance. Expenses have been balanced with known or reasonably predictable revenues. The budget is designed to maintain the healthy, positive fund balance at year end that provides for the city's cash flow needs without costly borrowing. In pursuit of fiscal responsibility, special attention was given to limiting the growth in new programs and financial commitments, while City revenue and expenditure patterns further fluctuate with the economy. This approach allows available resources to be put toward sustaining services that are consistent with the City Council's priorities for 2013 and beyond.

Since incorporation, this City has taken a conservative approach to adding new staff. Spokane Valley continues to have the lowest employee count of any Washington city with 50,000 or more in population. A 2011 Work Force Comparison chart is included in the budget document. By all comparisons, the City of Spokane Valley is a lean, productive City government.

Future Concepts:

The budget process is not static and Council, the citizens, and staff must remain vigilant to watch for economic trends that impact current forecasts. Even as we adopt a 2013 budget, we must keep in mind the future economic opportunities and threats that may impact our multi-year forecast. An example of potential impacts and adaptive future concepts are as follows:

- A commitment by Management to review all vacant positions prior to filling them. (In some cases, positions must be filled quickly due to workload.)
- Continue budget strategy to fund City programs and pavement preservation within the existing City of Spokane Valley tax structure. Develop a plan for fully sustainable pavement preservation funding.
- By all indications, the economic recovery of the U.S. and its collective states, counties and cities will be a slow and deliberate process. The City of Spokane Valley does not predict measureable growth in property tax or sales tax revenues through 2015 and we are budgeting with that in mind.
- Because it represents about 63% of the General Fund budget, achieving future budget reductions without impacting Law Enforcement and other Public Safety services will be challenging.

Acknowledgments:

I would like to acknowledge the City Council and staff for a long history of conservative spending and prudent fiscal planning. The City of Spokane Valley is in an enviable position in relation to other Federal, State and local entities. Although we must continue to budget and spend wisely, we do not have to make drastic cuts in critical services to balance our 2013 budget. By saving and conserving the taxpayers' money, and by adopting prudent long-term fiscal policies, the City can balance its budget for many years to come.

It has been challenging and rewarding to develop the 2103 budget, achieving substantial reductions and exceeding expectations for budget reductions and street preservation for 2013. The City Council has set a path to ensure the long-term financial sustainability of the City. The management staff and employees have worked together to develop Business Plans and 2013 budget recommendations that achieve Council's goal of sustainability.

Respectfully,

A handwritten signature in black ink, appearing to read "Mike Jackson", with a long horizontal flourish extending to the right.

Mike Jackson
City Manager



TO: City Manager and Members of the City Council

FROM: Mark Calhoun, Finance Director

SUBJECT: About the 2013 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 moneys 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.

2013 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 downturn in the economy and resultant reduction in revenues (most notably the decline in sales taxes), the 2011 through 2013 Budget development processes were amended to consciously review service levels in each department and determine the appropriate level of funding that meets Council goals relative to available resources.

The 2013 Budget development process began at the February 7, 2012 Council workshop where among other topics, Council and Staff discussed the budget in general terms. In mid-April 2012 the Finance Department notified City Departments that their 2013 revenue and expenditure estimates were due by May 16. 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, 2012. Following the workshop, the Finance Department continued work on the budget including refinements of revenue and expenditure estimates and through July and early August, the Finance Department and City Manager reviewed updated budget projections.

By the time the 2013 Budget is scheduled to be adopted on October 30, 2012, the Council will have had an opportunity to discuss it on nine separate occasions, including three public hearings to gather input from citizens:

June 12	Council Budget Retreat
August 14	Admin report: Estimated 2013 revenues and expenditures
August 28	<u>Public hearing #1</u> on 2013 revenues and expenditures
September 11	City Manager's presentation of preliminary 2013 Budget
September 18	Follow-up discussion on City Manager presentation
September 25	<u>Public hearing #2</u> on 2013 Budget
October 9	<u>Public hearing #3</u> on 2013 Budget
October 9	First reading on ordinance adopting the 2013 Budget
October 30	Second reading on ordinance adopting the 2013 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.

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.
- Short term debt shall not exceed 10% of revenues. 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
- #105 - Hotel / Motel Tax Fund
- #120 - CenterPlace Operating Reserve Fund
- #121 - Service Level Stabilization Reserve Fund
- #122 - Winter Weather Reserve Fund
- #123 - Civic Facilities Replacement 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 - Debt Service LTGO 03 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 - Capital Project Fund
- #302 - Special Capital Projects Fund
- #303 - Streets Capital Projects Fund
- #304 - Mirabeau Point Project Fund
- #307 - Capital Grants Fund
- #309 - Parks Capital Projects Fund
- #310 - Civic Facilities Capital Projects Fund
- #311 - Pavement Preservation Fund
- #312 - Capital Reserve Fund

Proprietary Fund Types

A fifth type of fund classification are 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. Included in this type of fund is:

- #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. Included in this type of fund is:

#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

• 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 \$1.50 by the Spokane County Fire Districts #1 and #8, along with deducting \$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 8.7%. 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 8.7% tax rate to the agencies is as follows:

State of Washington	6.50%		
City of Spokane Valley	0.85%		
Spokane County	0.15%		
Spokane Public Facilities District	0.10% *		
Criminal Justice	0.10% *		
Public Safety	0.10% *		2.20% local tax
Juvenile Jail	0.10% *		
Mental Health	0.10% *		
Law Enforcement Communications	0.10% *		
Spokane Transit Authority	0.60% *		
	<u>8.70%</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 .1% voter approved increase in sales tax was devoted to public safety purposes. This .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); Games (2% gross, less prizes); Card playing (10% 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, 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 2012 population figure used in the 2013 Budget is 90,550 as reported by the Office of Financial Management for Washington State on April 1, 2012. This figure is important when determining distribution of State shared revenues on a per capita basis.

- Service Revenues
Fees are charged for services rendered by the City of Spokane Valley. Most of the fees in the General Fund are construction inspections and permits related to services such as planning, zoning and building.
- Fines and Forfeitures
Fines and penalties are collected as a result of Municipal Court rulings 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.
- 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

- Motor Vehicle Fuel Excise Tax (gas tax)
The State of Washington collects a \$.3750 per gallon motor vehicle fuel tax at the pump and remits \$.0296 of the tax back to cities on a per capita basis. For 2013 the Municipal Research and Services Center estimates the distribution back to cities will be \$20.64 per person. Based upon a City of Spokane Valley population of 90,550 (per the Washington State Office of Financial Management on April 1, 2012) we anticipate the City will collect \$1,868,900 in 2013. RCW 47.30.050 specifies that .42% of this tax must be expended for paths and trails activities and based upon the 2013 revenue estimate this computes to \$7,800. The balance or \$1,861,100 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 \$2.9 million for 2013.

Paths & Trails Fund

Cities are required to spend .42% of the motor vehicle fuel tax receipts on paths and trails. 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 Fund

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 percent 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 \$460,000 in 2013.

Debt Service Fund – LTGO 03:

The City issued \$9,430,000 in limited tax general obligation bonds (LTGO) in 2003. Of this total:

- \$7,000,000 of the proceeds was used to finance the construction of CenterPlace at Mirabeau Point. These bonds will be paid off in annual installments over the 30-year period ending December 1, 2033. Annual debt service payments on these bonds are provided by the Spokane Public Facilities District.
- \$2,430,000 of the proceeds was used to finance Road and Street Improvements near CenterPlace. These bonds will be paid off in annual installments over the 20-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.

Capital Projects Fund

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.

Special Capital Projects Fund

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:

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 \$1,800,000 in 2013.

Aquifer Protection Area Fund:

These are voter approved fees to assist the City in protecting the aquifer. The City expects to receive \$500,000 in 2013.

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 2013:

		Out:							Total In
		001	101	105	123	301	302	402	
In:	001	0	39,700	30,000	0	0	0	13,400	83,100
	204	0	0	0	0	92,951	92,952	0	185,903
	303	0	0	0	0	742,404	617,479	0	1,359,883
	309	50,000	0	0	0	0	0	0	50,000
	311	0	282,000	0	616,284	150,000	150,000	0	1,198,284
	312	7,826,207	0	0	0	0	0	0	7,826,207
	501	15,400	160,777	0	0	0	0	1,567	177,744
	502	319,000	0	0	0	0	0	0	319,000
									11,200,121
Total Out		8,210,607	482,477	30,000	616,284	985,355	860,431	14,967	11,200,121
									0

#001-General Fund is budgeted to transfer out \$8,210,607 including:

- \$50,000 towards Fund #309-Park Capital Projects Fund for park related projects.
- \$7,826,207 to Fund #312-Capital Reserve Fund that will be used to accumulate resources for projects such as:
 - the replacement of a portion of Sullivan Street Bridge,
 - the acquisition or construction of a City Hall building,
 - development of a joint library and City park site.
- \$15,400 to Fund #501-Equipment Rental and Replacement Fund for the future replacement of vehicles.
- \$319,000 towards the #502-Risk Management Fund for the 2012 property and liability insurance premium.

#101-Street Fund is budgeted to transfer out \$482,477 including:

- \$39,700 to Fund #001-General Fund to cover administrative costs.
- \$282,000 to Fund #311-Pavement Preservation Fund for pavement preservation projects.
- \$160,177 to Fund #501-Equipment Rental and Replacement Fund for the future replacement of vehicles including snow plows.

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

#123-Civic Facilities Replacement Fund is budgeted to transfer \$616,284 to Fund #311-Pavement Preservation Fund for pavement preservation projects.

#301-Capital Projects Fund is budgeted to transfer out \$985,355 including:

- \$92,951 to Fund #204-Debt Service Fund to pay a portion of the annual payment on the 2003 LTGO bonds.
- \$742,404 to Fund #303-Street Capital Projects Fund that will be applied towards grant matches for street construction projects.
- \$150,000 to Fund #311-Pavement Preservation Fund for pavement preservation projects.

#302-Special Capital Projects Fund is budgeted to transfer out \$860,431 including:

- \$92,952 to Fund #204-Debt Service Fund to pay a portion of the annual payment on the 2003 LTGO bonds.
- \$617,479 to Fund #303-Street Capital Projects Fund that will be applied towards grant matches for street construction projects.
- \$150,000 to Fund #311-Pavement Preservation Fund for pavement preservation projects.

#402-Stormwater Fund is budgeted to transfer out \$14,967 including:

- \$13,400 to Fund #001-General Fund to cover administrative costs.
- \$1,567 to Fund #501-Equipment Rental and Replacement Fund for the future replacement of vehicles.

SIGNIFICANT ASSUMPTIONS IN THE 2013 BUDGET

Budget Summary for All Funds

- Based upon funding levels anticipated in the 2013 budget, City staff will strive to maintain adequate levels of service.
- Appropriations for all City Funds will total \$63.6 million including \$11.0 million in capital expenditures.
- Budgets will be adopted across 23 separate funds.
- The full-time equivalent (FTE) employee count will be reduced by 2.0 from the 2012 count of 87.25 to 85.25 employees.
- Fund #311, previously titled “Street Capital Improvements 2011+” is renamed “Pavement Preservation” to more accurately reflect its function.
- The budget will include a new Fund #312 titled “Capital Reserve Fund” that will be used to accumulate resources for projects such as:
 - the replacement of a portion of Sullivan Street Bridge,
 - the acquisition or construction of a City Hall building,
 - development of a joint library and City park site.
- Positions and salary ranges are based on the City’s compensation and classification plan.
- Employee benefit amounts are based on employee benefit plans.
- Contract costs for public safety, park maintenance, aquatics and street maintenance are based on estimates by City staff.
- State required retirements costs (PERS) are included in the budget.
- The City is setting money aside in Fund #501-Equipment Rental and Replacement for the eventual replacement of its vehicles, including snow plows.

2013 General Fund Revenues

- Total recurring 2013 revenues are estimated at \$35,124,700 as compared to \$34,908,800 in 2012.
- The two largest sources of revenue continue to be Sales Tax and Property Tax which are collectively estimated to account for 80% of 2013 General Fund revenues.
- General sales tax (excluding criminal justice and public safety sales taxes) are reflective of 2012 receipts to date and are currently estimated at \$15.1 million which reflects an increase of \$890,000.
- The Property Tax levy will not include the 1% increase allowed by Initiative #747 which was approved by the voters in November 2001 through their approval of Initiative #747 and the subsequent action by the State Legislature in November 2007.
 - The 2013 levy is estimated at \$10,943,713.
 - The levy assumes we start with the 2012 levy of \$10,818,713, add the 0% increase of \$0, and finally add taxes related to new construction which we estimate to be \$125,000.
- Franchise fees and business registrations are primarily based on projected receipts in 2012.

- Following the passage of Initiative #1183 by the electorate in November 2011, and subsequent revisions to revenue sharing by the Washington State Legislature in their 2012 legislative session, the City will continue to receive Liquor Board profits and liquor excise taxes but at reduced levels from past years. Distributions of Liquor Board profits and liquor excise tax are based upon per capita distribution figures reported by the Municipal Research and Services Center, and in 2013 we estimate the combined total will be \$888,300.
- 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.

2013 General Fund Expenditures

- The total 2013 recurring expenditure budget computed prior to adding a new pavement preservation component is \$34,235,677, representing a \$424,723 or 1.22% reduction from the 2012 appropriation of \$34,660,400.
- To the \$34,235,677 is added \$855,857 for total recurring expenditures of \$35,091,534 for an increase of \$431,134 or 1.24% compared to the previous year.
- The addition of \$855,857 reflects a commitment to pavement preservation that coupled with \$1,198,384 in transfers to Fund #311-Pavement Preservation, will result in a total 2013 commitment to pavement preservation of \$2,054,141.
- The commitment of \$2,054,141 is equivalent to 6% of 2013 General Fund recurring expenditures computed prior to adding the pavement preservation element ($\$34,235,677 \times 6\% = \$2,054,141$).
- The \$1,198,284 in transfers to Fund #311-Pavement Preservation are comprised of:
 - \$282,000 from Street Fund #101
 - \$616,284 from Civic Facilities Replacement Fund #123
 - \$150,000 from Capital Projects Fund #301
 - \$150,000 from Special Capital Projects Fund #302
- The General Fund recurring expenditure history is as follows:
 - 2011 \$34,825,086
 - 2012 \$34,660,400 (\$164,686 or .4% less than 2011)
 - 2013 \$34,235,666 (\$424,723 or 1.22% less than 2012)
 - The 2013 budget of \$34,235,677 is \$589,409 or 1.7% less than 2011.
- 2013 Nonrecurring expenditures total \$7,876,207 and include:
 - A \$50,000 transfer to Fund #309-Parks Capital Projects Fund.
 - A \$7,826,207 transfer to Fund #312-Capital Reserve Fund

General Fund Revenues Over (Under) Expenditures and Fund Balance

- 2013 recurring revenues are anticipated to exceed recurring revenues by \$33,166.
- Total 2013 expenditures are anticipated to exceed total revenues by \$7,843,041.
 - This is entirely due to the one-time transfer of \$7.8 million in General Fund reserves to other funds for future construction related projects and is not a result of ongoing operating costs overwhelming revenues.
- The General Fund fund balance is anticipated to be \$17,787,567 at the end of 2013 which is 50.69% of total recurring expenditures of \$35,091,534.

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 \$1,868,900 according to per capita estimates provided by the Municipal Research and Services Center. Of this amount, \$1,861,100 will be credited to the Street O&M Fund and .42% or \$7,800 to the Paths and Trails Fund.

- Telephone taxes that are remitted to the City and support Street Fund operations and maintenance are anticipated at \$2,900,000.
- Real estate excise tax (REET) revenue is computed by the City and is primarily used to match grant funded street projects as well as pay a portion of the annual payment on the 2003 general obligation bonds. In 2013 we estimate these revenues to be \$500,000 per each ¼% for a total of \$1,000,000.
- Hotel/Motel tax revenues are computed by the City and are dedicated to the promotion of visitors and tourism. In 2013 we estimate the 6% tax will generate \$460,000.
- 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 2013 we estimate this fee will generate \$1,800,000.
- The Aquifer Protection Area Fund is expected to generate \$500,000 in fees that are collected on the City's behalf by Spokane County and remitted in two installments during the year.

Expenditures

- Fund #101-Street Fund includes an appropriation of \$160,177 that represents a transfer to the Equipment Rental and Replacement Fund (#501) for the future replacement of vehicles including snow plows.
- Fund #301-Capital Projects Fund includes an appropriation of \$150,000 that represents a transfer to Fund #311-Pavement Preservation Fund for pavement preservation projects.
- Fund #302-Special Capital Projects Fund includes appropriation of \$150,000 that represents a transfer to Fund #311- Pavement Preservation Fund for pavement preservation projects.
- Fund #303 – Street Capital Projects Fund includes an appropriation of \$7,957,725 for a variety of street construction projects
- Fund #402-Stormwater Fund includes \$417,000 for capital expenditures including:
 - a \$267,000 for the Sullivan Bridge Drain Retrofit project, which will be in part financed through a \$200,000 Department of Ecology grant.
 - \$150,000 for assorted stormwater projects.
- Fund #403-Aquifer Protection Area Fund includes \$500,000 for capital expenditures including:
 - \$200,000 for a 14th Avenue-Custer to Carnahan project.
 - \$210,000 for a Bettman-Dickey Storm drain project.
 - \$90,000 for assorted aquifer protection projects.
- Fund #501-Equipment Rental and Replacement Fund includes \$50,000 for vehicle replacements including:
 - \$50,000 to replace two 2003 S10 Chevy pickups with perhaps two smaller SUVs. An SUV type vehicle is preferred because gear can be more safely stored in the back and not subjected to weather conditions. The reason for the replacement is the two pickups are becoming less reliable and costly to maintain including collectively nearly \$5,000 in repairs in 2012 alone.
 - In each case, money has been set aside over the years with the intended purpose of replacing or acquiring vehicles.

**CITY OF SPOKANE VALLEY, WA
2013 Budget Summary**

Title	Estimated Beginning Fund Balance	Revenues	Total Sources	Appropriations	Estimated Ending Fund Balance
001 General Fund	\$25,630,608	\$35,124,700	\$60,755,308	\$42,967,741	\$17,787,567
101 Street Fund	1,961,271	4,766,100	6,727,371	4,903,999	1,823,372
103 Paths & Trails Fund	64,084	7,800	71,884	0	71,884
105 Hotel/Motel Fund	118,432	460,500	578,932	460,500	118,432
120 CenterPlace Operating Reserve Fund	351,487	500	351,987	0	351,987
121 Service Level Stabilization Fund	5,442,428	7,000	5,449,428	0	5,449,428
122 Winter Weather Reserve Fund	502,705	700	503,405	0	503,405
123 City Facilities Repair & Replacement	2,403,848	1,600	2,405,448	616,284	1,789,164
204 Debt Service LTGO 03	0	623,023	623,023	623,023	0
301 Capital Projects Fund	791,193	500,500	1,291,693	985,355	306,338
302 Special Capital Projects	566,593	501,000	1,067,593	860,431	207,162
303 Street Capital Projects	162,646	7,957,725	8,120,371	7,957,725	162,646
304 Mirabeau Projects Fund	0	0	0	0	0
307 Capital Grants Fund	147	0	147	0	147
309 Parks Capital Projects Fund	341,151	50,000	391,151	50,000	341,151
310 Civic Facilities Capital Projects Fund	1,743,671	0	1,743,671	0	1,743,671
311 Pavement Preservation Fund	2,201	1,198,284	1,200,485	1,198,284	2,201
312 Capital Reserve Fund	0	7,826,207	7,826,207	0	7,826,207
402 Stormwater Management	2,137,886	2,001,800	4,139,686	2,077,991	2,061,695
403 Aquifer Protection Area	415,037	501,000	916,037	500,000	416,037
501 Equipment Rental & Replacement Fund	1,032,335	178,744	1,211,079	50,000	1,161,079
502 Risk Management Fund	30,590	319,000	349,590	319,000	30,590
Total of all Funds	<u>\$43,698,313</u>	<u>\$62,026,183</u>	<u>\$105,724,496</u>	<u>\$63,570,333</u>	<u>\$42,154,163</u>

**CITY OF SPOKANE VALLEY, WA
2013 Budget**

10/30/2012

	2012			2013	Difference Between	
	As Amended	Amendment	As	Proposed Budget	2012 and 2013	
	February 28		Amended		\$	%
#001 - GENERAL FUND						
RECURRING ACTIVITY						
Revenues						
Property Tax	10,808,900	0	10,808,900	10,943,700	134,800	1.25%
Sales Tax	14,210,000	0	14,210,000	15,100,000	890,000	6.26%
Criminal Justice Sales Tax	1,200,000	0	1,200,000	1,280,000	80,000	6.67%
Public Safety Sales Tax	790,000	0	790,000	750,000	(40,000)	(5.06%)
Gambling Tax	640,000	0	640,000	612,500	(27,500)	(4.30%)
Franchise Fees/Business Licenses	1,266,000	0	1,266,000	1,135,000	(131,000)	(10.35%)
State Shared Revenues	1,834,300	0	1,834,300	1,684,600	(149,700)	(8.16%)
Service Revenue	1,300,000	0	1,300,000	1,304,000	4,000	0.31%
Fines and Forfeitures	1,900,000	0	1,900,000	1,502,300	(397,700)	(20.93%)
Recreation Program Fees	570,000	0	570,000	571,500	1,500	0.26%
Miscellaneous & Investment Interest	305,000	0	305,000	158,000	(147,000)	(48.20%)
Transfers-in - #101 (street admin)	39,600	0	39,600	39,700	100	0.25%
Transfers-in - #105 (h/m tax-CP advertising)	30,000	0	30,000	30,000	0	0.00%
Transfers-in - #402 (storm admin)	15,000	0	15,000	13,400	(1,600)	(10.67%)
Total Recurring Revenues	34,908,800	0	34,908,800	35,124,700	215,900	0.62%
Expenditures						
Council	386,249	0	386,249	390,111	3,862	1.00%
City Manager	631,667	0	631,667	635,984	4,317	0.68%
Legal	434,798	0	434,798	411,171	(23,627)	(5.43%)
Public Safety	22,000,000	0	22,000,000	22,139,200	139,200	0.63%
Deputy City Manager	658,884	0	658,884	609,706	(49,178)	(7.46%)
Finance	1,047,107	0	1,047,107	1,089,633	42,526	4.06%
Human Resources	230,231	0	230,231	228,041	(2,190)	(0.95%)
Public Works	901,519	0	901,519	876,443	(25,076)	(2.78%)
Community Development - Administration	323,743	0	323,743	257,175	(66,568)	(20.56%)
Community Development - Engineering	680,796	0	680,796	850,845	170,049	24.98%
Community Development - Planning	994,245	0	994,245	869,743	(124,502)	(12.52%)
Community Development - Building	1,260,454	0	1,260,454	1,162,582	(97,872)	(7.76%)
Parks & Rec - Administration	256,128	0	256,128	270,717	14,589	5.70%
Parks & Rec - Maintenance	803,700	0	803,700	789,000	(14,700)	(1.83%)
Parks & Rec - Recreation	229,811	0	229,811	224,999	(4,812)	(2.09%)
Parks & Rec - Aquatics	442,250	0	442,250	485,600	43,350	9.80%
Parks & Rec - Senior Center	92,961	0	92,961	88,143	(4,818)	(5.18%)
Parks & Rec - CenterPlace	1,126,357	0	1,126,357	796,884	(329,473)	(29.25%)
Pavement Preservation	0	0	0	855,857	855,857	#DIV/0!
General Government	1,840,500	0	1,840,500	1,740,700	(99,800)	(5.42%)
Transfers-out - #502 (insurance premium)	319,000	0	319,000	319,000	0	0.00%
Total Recurring Expenditures	34,660,400	0	34,660,400	35,091,534	431,134	1.24%
Recurring Revenues Over (Under)						
Recurring Expenditures	248,400	0	248,400	33,166		

CITY OF SPOKANE VALLEY, WA
2013 Budget

10/30/2012

	2012			2013	Difference Between 2012 and 2013	
	As Amended February 28	Amendment	As Amended	Proposed Budget	\$	%
#001 - GENERAL FUND - continued						
NONRECURRING ACTIVITY						
Revenues						
Transfers-in - #310 (for #303 full paveback)	0	0	0	0	0	#DIV/0!
Transfers-in - #310 (for #311 street capital)	0	0	0	0	0	#DIV/0!
Total Nonrecurring Revenues	0	0	0	0	0	#DIV/0!
Expenditures						
Contingency / Emergency (1% of recur exp)	346,600	0	346,600	0	(346,600)	(100.00%)
Transfers out - #303 (full paveback)	89,500	0	89,500	0	(89,500)	(100.00%)
Transfers out - #309 (park grant match)	100,000	0	100,000	50,000	(50,000)	(50.00%)
Transfers out - #311 (street capital improvement)	0	2,045,203	2,045,203	0	(2,045,203)	(100.00%)
Transfers out - #312 (Capital Reserve Fund)	0	0	0	7,826,207	7,826,207	#DIV/0!
Building permit software purchase	0	81,692	81,692	0	(81,692)	(100.00%)
Total Nonrecurring Expenditures	536,100	2,126,895	2,662,995	7,876,207	5,213,212	195.76%
Nonrecurring Revenues Over (Under)						
Nonrecurring Expenditures	(536,100)	(2,126,895)	(2,662,995)	(7,876,207)		
Excess (Deficit) of Total Revenues						
Over (Under) Total Expenditures	(287,700)	(2,126,895)	(2,414,595)	(7,843,041)		
Beginning fund balance	28,045,203		28,045,203	25,630,608		
Ending fund balance	27,757,503		25,630,608	17,787,567		
Fund balance as a percent of recurring expenditures	80.08%		73.95%	50.69%		

**CITY OF SPOKANE VALLEY, WA
2013 Budget**

10/30/2012

	2012			2013	Difference Between	
	As Amended	Amendment	As	Proposed	2012 and 2013	
	February 28		Amended		\$	%
SPECIAL REVENUE FUNDS						
#101 - STREET FUND						
RECURRING ACTIVITY						
<u>Revenues</u>						
Motor Vehicle Fuel (Gas) Tax	1,897,800	0	1,897,800	1,861,100	(36,700)	(1.93%)
Investment Interest	5,000	0	5,000	5,000	0	0.00%
Utility Tax	3,000,000	0	3,000,000	2,900,000	(100,000)	(3.33%)
Total Recurring Revenues	4,902,800	0	4,902,800	4,766,100	(136,700)	(2.79%)
<u>Expenditures</u>						
Wages / Benefits / Payroll Taxes	522,142	0	522,142	573,170	51,028	9.77%
Supplies	72,200	0	72,200	72,200	0	0.00%
Services & Charges	3,299,544	0	3,299,544	2,925,152	(374,392)	(11.35%)
Intergovernmental Payments	847,000	0	847,000	851,000	4,000	0.47%
Transfers-out - #001	39,600	0	39,600	39,700	100	0.25%
Transfers-out - #501 (<i>plow replace.</i>)	110,777	0	110,777	160,777	50,000	45.14%
Total Recurring Expenditures	4,891,263	0	4,891,263	4,621,999	(269,264)	(5.50%)
Recurring Revenues Over (Under)						
Recurring Expenditures	11,537	0	11,537	144,101		
NONRECURRING ACTIVITY						
<u>Revenues</u>						
Grants	0	0	0	0	0	#DIV/0!
Miscellaneous	0	0	0	0	0	#DIV/0!
Total Nonrecurring Revenues	0	0	0	0	0	#DIV/0!
<u>Expenditures</u>						
Transfers out - #311 (<i>pavement preservation</i>)	0	0	0	282,000	282,000	#DIV/0!
Capital Outlay - Truck Wash Facility	0	0	0	0	0	#DIV/0!
Transfers-out - #303	500,000	0	500,000	0	(500,000)	(100.00%)
Building & Structures	40,000	0	40,000	0	(40,000)	(100.00%)
Total Nonrecurring Expenditures	540,000	0	540,000	282,000	(258,000)	(47.78%)
Nonrecurring Revenues Over (Under)						
Nonrecurring Expenditures	(540,000)	0	(540,000)	(282,000)		
Excess (Deficit) of Total Revenues						
Over (Under) Total Expenditures	(528,463)	0	(528,463)	(137,899)		
Beginning fund balance	2,489,734		2,489,734	1,961,271		
Ending fund balance	1,961,271		1,961,271	1,823,372		

**CITY OF SPOKANE VALLEY, WA
2013 Budget**

10/30/2012

	2012			2013	Difference Between	
	As Amended	Amendment	As Amended	Proposed	2012 and 2013	
	February 28			Budget	\$	%
SPECIAL REVENUE FUNDS - continued						
#102 - ARTERIAL STREETS						
<u>Revenues</u>						
Motor Vehicle Fuel (Gas) Tax	0	0	0	0	0	#DIV/0!
Investment Interest	0	0	0	0	0	#DIV/0!
Total revenues	0	0	0	0	0	#DIV/0!
<u>Expenditures</u>						
Miscellaneous	0	207,447	207,447	0	(207,447)	(100.00%)
Capital Outlay	0	0	0	0	0	#DIV/0!
Total expenditures	0	207,447	207,447	0	(207,447)	(100.00%)
Revenues over (under) expenditures	0		(207,447)	0		
Beginning fund balance	207,447		207,447	0		
Ending fund balance	207,447		0	0		
#103 - PATHS & TRAILS						
<u>Revenues</u>						
Motor Vehicle Fuel (Gas) Tax	8,000	0	8,000	7,800	(200)	(2.50%)
Investment Interest	0	0	0	0	0	#DIV/0!
Total revenues	8,000	0	8,000	7,800	(200)	(2.50%)
<u>Expenditures</u>						
Miscellaneous	0	0	0	0	0	#DIV/0!
Capital Outlay	0	0	0	0	0	#DIV/0!
Total expenditures	0	0	0	0	0	#DIV/0!
Revenues over (under) expenditures	8,000		8,000	7,800		
Beginning fund balance	56,084		56,084	64,084		
Ending fund balance	64,084		64,084	71,884		
#105 - HOTEL / MOTEL TAX FUND						
<u>Revenues</u>						
Hotel/Motel Tax	430,000	0	430,000	460,000	30,000	6.98%
Investment Interest	700	0	700	500	(200)	(28.57%)
Total revenues	430,700	0	430,700	460,500	29,800	6.92%
<u>Expenditures</u>						
Transfers out - #001	30,000	0	30,000	30,000	0	0.00%
City directed marketing efforts	0	0	0	50,000	50,000	#DIV/0!
Tourism Promotion	400,700	139,500	540,200	380,500	(159,700)	(29.56%)
Total expenditures	430,700	139,500	570,200	460,500	(109,700)	(19.24%)
Revenues over (under) expenditures	0		(139,500)	0		
Beginning fund balance	257,932		257,932	118,432		
Ending fund balance	257,932		118,432	118,432		

**CITY OF SPOKANE VALLEY, WA
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	2012			2013	Difference Between	
	As Amended February 28	Amendment	As Amended	Proposed Budget	\$	%
<u>SPECIAL REVENUE FUNDS - continued</u>						
<u>#120 - CENTER PLACE OPERATING RESERVE FUND</u>						
<u>Revenues</u>						
Investment Interest	700	0	700	500	(200)	(28.57%)
Transfers-in	0	0	0	0	0	#DIV/0!
Total revenues	700	0	700	500	(200)	(28.57%)
<u>Expenditures</u>						
Operations	0	0	0	0	0	#DIV/0!
Total expenditures	0	0	0	0	0	#DIV/0!
Revenues over (under) expenditures	700		700	500		
Beginning fund balance	350,787		350,787	351,487		
Ending fund balance	351,487		351,487	351,987		
<u>#121 - SERVICE LEVEL STABILIZATION RESERVE FUND</u>						
<u>Revenues</u>						
Investment Interest	10,000	0	10,000	7,000	(3,000)	(30.00%)
Transfers-in	0	0	0	0	0	#DIV/0!
Total revenues	10,000	0	10,000	7,000	(3,000)	(30.00%)
<u>Expenditures</u>						
Operations	0	0	0	0	0	#DIV/0!
Total expenditures	0	0	0	0	0	#DIV/0!
Revenues over (under) expenditures	10,000		10,000	7,000		
Beginning fund balance	5,432,428		5,432,428	5,442,428		
Ending fund balance	5,442,428		5,442,428	5,449,428		
<u>#122 - WINTER WEATHER RESERVE FUND</u>						
<u>Revenues</u>						
Investment Interest	700	0	700	700	0	0.00%
Transfers-in	0	0	0	0	0	#DIV/0!
Subtotal revenues	700	0	700	700	0	0.00%
<u>Expenditures</u>						
Reserve for Winter Weather	0	0	0	0	0	#DIV/0!
Total expenditures	0	0	0	0	0	#DIV/0!
Revenues over (under) expenditures	700		700	700		
Beginning fund balance	502,005		502,005	502,705		
Ending fund balance	502,705		502,705	503,405		
<u>#123 - CIVIC FACILITIES REPLACEMENT FUND</u>						
<u>Revenues</u>						
Investment Interest	2,000	0	2,000	1,600	(400)	(20.00%)
Transfers-in - #001	397,000	0	397,000	0	(397,000)	(100.00%)
Total revenues	399,000	0	399,000	1,600	(397,400)	(99.60%)
<u>Expenditures</u>						
Capital Outlay	0	0	0	0	0	#DIV/0!
Transfers out - #311 (<i>pavement preservation</i>)	0	0	0	616,284	616,284	#DIV/0!
Total expenditures	0	0	0	616,284	616,284	#DIV/0!
Revenues over (under) expenditures	399,000		399,000	(614,684)		
Beginning fund balance	2,004,848		2,004,848	2,403,848		
Ending fund balance	2,403,848		2,403,848	1,789,164		

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	2012			2013 Proposed Budget	Difference Between 2012 and 2013	
	As Amended February 28	Amendment	As Amended		\$	%
DEBT SERVICE FUNDS						
#204 - DEBT SERVICE FUND						
<u>Revenues</u>						
Spokane Public Facilities District	432,320	0	432,320	437,120	4,800	1.11%
Transfer-in - #301	92,652	0	92,652	92,951	299	0.32%
Transfer-in - #302	92,651	0	92,651	92,952	301	0.32%
Total revenues	617,623	0	617,623	623,023	5,400	0.87%
<u>Expenditures</u>						
Debt Service Payments - CenterPlace	432,320	0	432,320	437,120	4,800	1.11%
Debt Service Payments - Roads	185,303	0	185,303	185,903	600	0.32%
Total expenditures	617,623	0	617,623	623,023	5,400	0.87%
Revenues over (under) expenditures	0		0	0		
Beginning fund balance	0		0	0		
Ending fund balance	0		0	0		

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	2012			2013	Difference Between 2012 and 2013	
	As Amended February 28	Amendment	As Amended	Proposed Budget	\$	%
CAPITAL PROJECTS FUNDS						
#301 - CAPITAL PROJECTS FUND						
<u>Revenues</u>						
REET 1 - Taxes	475,000	0	475,000	500,000	25,000	5.26%
Investment Interest	400	0	400	500	100	25.00%
Total revenues	475,400	0	475,400	500,500	25,100	5.28%
<u>Expenditures</u>						
Transfer-out - #204	92,652	0	92,652	92,951	299	0.32%
Transfer-out - #303	363,627	0	363,627	742,404	378,777	104.17%
Transfers out - #311 (<i>pavement preservation</i>)	0	0	0	150,000	150,000	#DIV/0!
Total expenditures	456,279	0	456,279	985,355	529,076	115.95%
Revenues over (under) expenditures	19,121		19,121	(484,855)		
Beginning fund balance	772,072		772,072	791,193		
Ending fund balance	791,193		791,193	306,338		
#302 SPECIAL CAPITAL PROJECTS FUND						
<u>Revenues</u>						
REET 2 - Taxes	475,000	0	475,000	500,000	25,000	5.26%
Investment Interest	2,000	0	2,000	1,000	(1,000)	(50.00%)
Interfund Transfer-in	0	0	0	0	0	#DIV/0!
Total revenues	477,000	0	477,000	501,000	24,000	5.03%
<u>Expenditures</u>						
Transfer-out - #101	0	0	0	0	0	#DIV/0!
Transfer-out - #204	92,651	0	92,651	92,952	301	0.32%
Transfer-out - #303	1,448,059	0	1,448,059	617,479	(830,580)	(57.36%)
Transfers out - #311 (<i>pavement preservation</i>)	0	0	0	150,000	150,000	#DIV/0!
Total expenditures	1,540,710	0	1,540,710	860,431	(680,279)	(44.15%)
Revenues over (under) expenditures	(1,063,710)		(1,063,710)	(359,431)		
Beginning fund balance	1,630,303		1,630,303	566,593		
Ending fund balance	566,593		566,593	207,162		

**CITY OF SPOKANE VALLEY, WA
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	2012			2013	Difference Between	
	As Amended	Amendment	As	Proposed Budget	2012 and 2013	
	February 28		Amended		\$	%
CAPITAL PROJECTS FUNDS - continued						
#303 STREET CAPITAL PROJECTS FUND						
<u>Revenues</u>						
Grant Proceeds	7,828,118	0	7,828,118	6,597,842	(1,230,276)	(15.72%)
Developer Contribution	275,000	0	275,000	0	(275,000)	(100.00%)
Miscellaneous	0	0	0	0	0	#DIV/0!
Transfer-in - #001	89,000	0	89,000	0	(89,000)	(100.00%)
Transfer-in - #301	363,627	0	363,627	742,404	378,777	104.17%
Transfer-in - #302	1,448,059	0	1,448,059	617,479	(830,580)	(57.36%)
Transfer-in - #311	811,000	0	811,000	0	(811,000)	(100.00%)
Total revenues	10,814,804	0	10,814,804	7,957,725	(2,857,079)	(26.42%)
<u>Expenditures</u>						
005 Pines/Mansfield, Wilbur Rd. to Pines	463,312	0	463,312	300,000	(163,312)	(35.25%)
060 Argonne Rd Corridor Upgrade SRTC	802,792	0	802,792	957,892	155,100	19.32%
061 Pines (SR27) ITS Improvements	1,766,201	0	1,766,201	637,288	(1,128,913)	(63.92%)
115 Sprague Ave Resurfacing-Evergreen to Sullivan	1,582,000	0	1,582,000	188,745	(1,393,255)	(88.07%)
123 Mission Ave -Flora to Barker (PE & RW)	300,000	0	300,000	0	(300,000)	(100.00%)
141 Sullivan & Euclid PCC (PE & RW)	26,289	0	26,289	139,332	113,043	430.00%
142 Broadway @ Argonne/Mullan PCC int,(PE/RW)	138,150	0	138,150	219,599	81,449	58.96%
145 Spokane Valley-Millwood Trail	447,000	0	447,000	200,000	(247,000)	(55.26%)
146 24th Ave Sidewalk - Adams to Sullivan	278,520	0	278,520	15,000	(263,520)	(94.61%)
148 Greenacres Trail - Design	60,000	0	60,000	0	(60,000)	(100.00%)
149 Sidewalk Infill	398,250	0	398,250	337,507	(60,743)	(15.25%)
154 Sidewalk & Tansit Stop Accessibility	182,290	0	182,290	33,198	(149,092)	(81.79%)
155 Sullivan Rd W Bridge Replacement	600,000	0	600,000	800,000	200,000	33.33%
156 Mansfield Ave. Connection	738,000	0	738,000	1,012,924	274,924	37.25%
157 Sullivan Rd W Bridge Temp Repairs	200,000	0	200,000	0	(200,000)	(100.00%)
159 University Rd / I-90 Overpass Study	284,000	0	284,000	125,000	(159,000)	(55.99%)
160 Evergreen - 16th to 32nd reconstruction	959,000	0	959,000	0	(959,000)	(100.00%)
166 Pines Rd (SR27) & Grace Ave. Intersect Safety	0	0	0	98,100	98,100	#DIV/0!
167 Citywide Safety Improvements (bike/ped)	0	0	0	450,995	450,995	#DIV/0!
168 Wellesley Ave & Adams Rd Sidewalk	0	0	0	554,500	554,500	#DIV/0!
169 Argonne/Mullan Corridor Safety-Indiana to Broac	0	0	0	104,460	104,460	#DIV/0!
170 Argonne Road - Empire to Knox Corridor Safety	0	0	0	172,785	172,785	#DIV/0!
171 Sprague Ave ADA Sdwlk Improve (Havana-Fanc	0	0	0	110,400	110,400	#DIV/0!
Contingency	1,500,000	0	1,500,000	1,500,000	0	0.00%
Total expenditures	10,725,804	0	10,725,804	7,957,725	(2,768,079)	(25.81%)
Revenues over (under) expenditures	89,000		89,000	0		
Beginning fund balance	73,646		73,646	162,646		
Ending fund balance	162,646		162,646	162,646		

**CITY OF SPOKANE VALLEY, WA
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CAPITAL PROJECTS FUNDS - continued

#304 - MIRABEAU PROJECTS FUND

Revenues

Other Miscellaneous Revenue	0	0	0	0	0	#DIV/0!
Investment Interest	0	14	14	0	(14)	(100.00%)
Total revenues	0	14	14	0	(14)	(100.00%)

Expenditures

Capital Outlays	0	0	0	0	0	#DIV/0!
Transfer-out - #309	0	44,361	44,361	0	(44,361)	(100.00%)
Total expenditures	0	44,361	44,361	0	(44,361)	(100.00%)

Revenues over (under) expenditures

0	(44,347)	0
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Beginning fund balance

44,347	44,347	0
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Ending fund balance

44,347	0	0
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#307 - CAPITAL GRANTS FUND

Revenues

Grant Proceeds	0	0	0	0	0	#DIV/0!
Miscellaneous	0	0	0	0	0	#DIV/0!
Transfer-in - #302	0	0	0	0	0	#DIV/0!
Total revenues	0	0	0	0	0	#DIV/0!

Expenditures

069 Broadway - I90 to Park Road - Trans - #302	0	0	0	0	0	#DIV/0!
088 Broadway - Moore to Flora	0	0	0	0	0	#DIV/0!
Miscellaneous	0	0	0	0	0	#DIV/0!
Total expenditures	0	0	0	0	0	#DIV/0!

Revenues over (under) expenditures

0	0	0
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Beginning fund balance

147	147	147
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Ending fund balance

147	147	147
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#309 - PARKS CAPITAL PROJECTS FUND

Revenues

Grant Proceeds	0	0	0	0	0	#DIV/0!
Transfer-in - #001	100,000	29,202	129,202	50,000	(79,202)	(61.30%)
Transfer-in - #304	0	44,361	44,361	0	(44,361)	(100.00%)
Investment Interest	0	0	0	0	0	#DIV/0!
Total revenues	100,000	73,563	173,563	50,000	(123,563)	(71.19%)

Expenditures

Terrace View Park Shelter	0	0	0	0	0	#DIV/0!
Terrace View Park Play Equipment	120,000	0	120,000	0	(120,000)	(100.00%)
Contingency	50,000	0	50,000	0	(50,000)	(100.00%)
CenterPlace S. Landscape Development Project	0	73,563	73,563	0	(73,563)	(100.00%)
Greenacres Park	0	0	0	0	0	#DIV/0!
Capital	0	0	0	50,000	50,000	#DIV/0!
Total expenditures	170,000	73,563	243,563	50,000	(193,563)	(79.47%)

Revenues over (under) expenditures

(70,000)	(70,000)	0
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Beginning fund balance

411,151	411,151	341,151
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Ending fund balance

341,151	341,151	341,151
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**CITY OF SPOKANE VALLEY, WA
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	2012			2013 Proposed Budget	Difference Between 2012 and 2013	
	As Amended February 28	Amendment	As Amended		\$	%
CAPITAL PROJECTS FUNDS - continued						
#310 - CIVIC FACILITIES CAPITAL PROJECTS FUND						
<u>Revenues</u>						
Spokane Cnty reimb on STEP-48th & Sundown	0	78,500	78,500	0	(78,500)	(100.00%)
Spokane Cnty Library District	0	744,048	744,048	0	(744,048)	(100.00%)
Investment Interest	6,000	0	6,000	0	(6,000)	(100.00%)
Total revenues	6,000	822,548	828,548	0	(828,548)	(100.00%)
<u>Expenditures</u>						
West Gateway at Thierman	120,000	0	120,000	0	(120,000)	(100.00%)
STEP - Greenhaven	0	118,000	118,000	0	(118,000)	(100.00%)
STEP - 48th & Sundown	0	173,500	173,500	0	(173,500)	(100.00%)
Prof Svc related to potential Sprague prop acq	0	30,000	30,000	0	(30,000)	(100.00%)
Acquisition of Sprague property	0	2,500,000	2,500,000	0	(2,500,000)	(100.00%)
Transfer-out #314 (Park Development)	0	0	0	0	0	#DIV/0!
Total expenditures	120,000	2,821,500	2,941,500	0	(2,941,500)	(100.00%)
Revenues over (under) expenditures	(114,000)		(2,112,952)	0		
Beginning fund balance	3,856,623		3,856,623	1,743,671		
Ending fund balance	3,742,623		1,743,671	1,743,671		
#311 - PAVEMENT PRESERVATION						
<u>Revenues</u>						
Transfers in - #001 (100%>\$26mm)	0	2,045,203	2,045,203	0	(2,045,203)	(100.00%)
Transfers in - #001	0	0	0	0	0	#DIV/0!
Transfers-in #101	0	0	0	282,000	282,000	#DIV/0!
Transfers-in #123	0	0	0	616,284	616,284	#DIV/0!
Transfers-in #301	0	0	0	150,000	150,000	#DIV/0!
Transfers-in #302	0	0	0	150,000	150,000	#DIV/0!
Investment Interest	2,200	0	2,200	0	(2,200)	(100.00%)
Total revenues	2,200	2,045,203	2,047,403	1,198,284	(849,119)	(41.47%)
<u>Expenditures</u>						
Pavement preservation	0	0	0	1,198,284	1,198,284	#DIV/0!
Transfers-out #303 - Sullivan Brdg Rpr	200,000	0	200,000	0	(200,000)	(100.00%)
Transfers-out #303 - Evergreen 16-32	111,000	0	111,000	0	(111,000)	(100.00%)
2012 Pavement Preservation-Phase 1 & 2	0	2,818,883	2,818,883	0	(2,818,883)	(100.00%)
Total expenditures	311,000	2,818,883	3,129,883	1,198,284	(1,931,599)	(61.71%)
Revenues over (under) expenditures	(308,800)		(1,082,480)	0		
Beginning fund balance	1,084,681		1,084,681	2,201		
Ending fund balance	775,881		2,201	2,201		
#312 - CAPITAL RESERVE FUND						
<u>Revenues</u>						
Transfers in - #001	0	0	0	7,826,207	7,826,207	#DIV/0!
Investment Interest	0	0	0	0	0	#DIV/0!
Total revenues	0	0	0	7,826,207	7,826,207	#DIV/0!
<u>Expenditures</u>						
Capital Outlays	0	0	0	0	0	#DIV/0!
Total expenditures	0	0	0	0	0	#DIV/0!
Revenues over (under) expenditures	0		0	7,826,207		
Beginning fund balance	0		0	0		
Ending fund balance	0		0	7,826,207		

**CITY OF SPOKANE VALLEY, WA
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	2012			2013	Difference Between	
	As Amended February 28	Amendment	As Amended	Proposed Budget	\$	%
ENTERPRISE FUNDS						
#402 - STORMWATER FUND						
RECURRING ACTIVITY						
<u>Revenues</u>						
Stormwater Management Fees	1,750,000	0	1,750,000	1,800,000	50,000	2.86%
Investment Interest	5,000	0	5,000	1,800	(3,200)	(64.00%)
Miscellaneous	0	0	0	0	0	#DIV/0!
Total Recurring Revenues	1,755,000	0	1,755,000	1,801,800	46,800	2.67%
<u>Expenditures</u>						
Wages / Benefits / Payroll Taxes	438,614	0	438,614	475,604	36,990	8.43%
Supplies	32,540	0	32,540	16,300	(16,240)	(49.91%)
Services & Charges	1,244,287	0	1,244,287	1,132,687	(111,600)	(8.97%)
Intergovernmental Payments	23,000	0	23,000	23,000	0	0.00%
Transfers-out - #001	15,000	0	15,000	13,400	(1,600)	(10.67%)
Transfers-out - #303	0	0	0	0	0	#DIV/0!
Total Recurring Expenditures	1,753,441	0	1,753,441	1,660,991	(92,450)	(5.27%)
Recurring Revenues Over (Under)						
Recurring Expenditures	1,559	0	1,559	140,809		
NONRECURRING ACTIVITY						
<u>Revenues</u>						
Grant Proceeds-Sullivan Brdg Drn Retrofit	153,667	0	153,667	200,000	46,333	30.15%
Transfers-in - #101 (shop facility)	0	0	0	0	0	#DIV/0!
Total Nonrecurring Revenues	153,667	0	153,667	200,000	46,333	30.15%
<u>Expenditures</u>						
Capital - various projects	400,000	0	400,000	150,000	(250,000)	(62.50%)
Sullivan Bridge Drain Retrofit	0	0	0	267,000	267,000	#DIV/0!
Total Nonrecurring Expenditures	400,000	0	400,000	417,000	17,000	4.25%
Nonrecurring Revenues Over (Under)						
Nonrecurring Expenditures	(246,333)	0	(246,333)	(217,000)		
Excess (Deficit) of Total Revenues						
Over (Under) Total Expenditures	(244,774)	0	(244,774)	(76,191)		
Beginning working capital	2,382,660		2,382,660	2,137,886		
Ending working capital	2,137,886		2,137,886	2,061,695		
#403 - AQUIFER PROTECTION AREA						
<u>Revenues</u>						
Spokane County	500,000	0	500,000	500,000	0	0.00%
Investment Interest	2,500	0	2,500	1,000	(1,500)	(60.00%)
Grant - Sprague Swales	0	666,622	666,622	0	(666,622)	(100.00%)
Grant - Decant Facility	0	0	0	0	0	#DIV/0!
Total revenues	502,500	666,622	1,169,122	501,000	(668,122)	(57.15%)
<u>Expenditures</u>						
Sprague Swales	630,000	541,411	1,171,411	0	(1,171,411)	(100.00%)
Capital - various	0	0	0	90,000	90,000	#DIV/0!
14th Ave Custer to Carnahan	0	0	0	200,000	200,000	#DIV/0!
Bettman-Dickey Storm drain	0	0	0	210,000	210,000	#DIV/0!
Decant Facility	0	0	0	0	0	#DIV/0!
Total expenditures	630,000	541,411	1,171,411	500,000	(671,411)	(57.32%)
Revenues over (under) expenditures	(127,500)		(2,289)	1,000		
Beginning working capital	417,326		417,326	415,037		
Ending working capital	289,826		415,037	416,037		

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	2012			2013	Difference Between	
	As Amended	Amendment	As	Proposed Budget	2012 and 2013	
	February 28		Amended		\$	%
INTERNAL SERVICE FUNDS						
#501 - ER&R FUND						
<u>Revenues</u>						
Transfer-in - #001	0	0	0	15,400	15,400	#DIV/0!
Transfer-in - #101	0	0	0	10,777	10,777	#DIV/0!
Transfer-in - #101 (plow replace.)	100,000	0	100,000	150,000	50,000	50.00%
Transfer-in - #402	0	0	0	1,567	1,567	#DIV/0!
Investment Interest	0	0	0	1,000	1,000	#DIV/0!
Total revenues	100,000	0	100,000	178,744	78,744	78.74%
<u>Expenditures</u>						
Computer replacement lease	0	0	0	0	0	#DIV/0!
Software/Hardware replacement	0	0	0	0	0	#DIV/0!
Vehicle Replacement	0	0	0	50,000	50,000	#DIV/0!
Snow Plow Replacement	0	0	0	0	0	#DIV/0!
Total expenditures	0	0	0	50,000	50,000	#DIV/0!
Revenues over (under) expenditures	100,000		100,000	128,744		
Beginning working capital	932,335		932,335	1,032,335		
Ending working capital	1,032,335		1,032,335	1,161,079		
#502 - RISK MANAGEMENT FUND						
<u>Revenues</u>						
Investment Interest	0	0	0	0	0	#DIV/0!
Transfer-in - #001	319,000	0	319,000	319,000	0	0.00%
Total revenues	319,000	0	319,000	319,000	0	0.00%
<u>Expenditures</u>						
Auto & Property Insurance	319,000	0	319,000	319,000	0	0.00%
Unemployment Claims	0	0	0	0	0	#DIV/0!
Miscellaneous	0	0	0	0	0	#DIV/0!
Total expenditures	319,000	0	319,000	319,000	0	0.00%
Revenues over (under) expenditures	0		0	0		
Beginning fund balance	30,590		30,590	30,590		
Ending fund balance	30,590		30,590	30,590		
TOTAL OF ALL FUNDS						
Total of Revenues for all Funds	55,983,894	3,607,950	59,591,844	62,026,183		
Total of Expenditures for all Funds	58,102,320	8,773,560	66,875,880	63,570,333		
Total Capital expenditures (included in total expenditures)	12,396,804	6,337,049	18,733,853	11,028,866		

City of Spokane Valley
2013 Budget
Revenues by Type

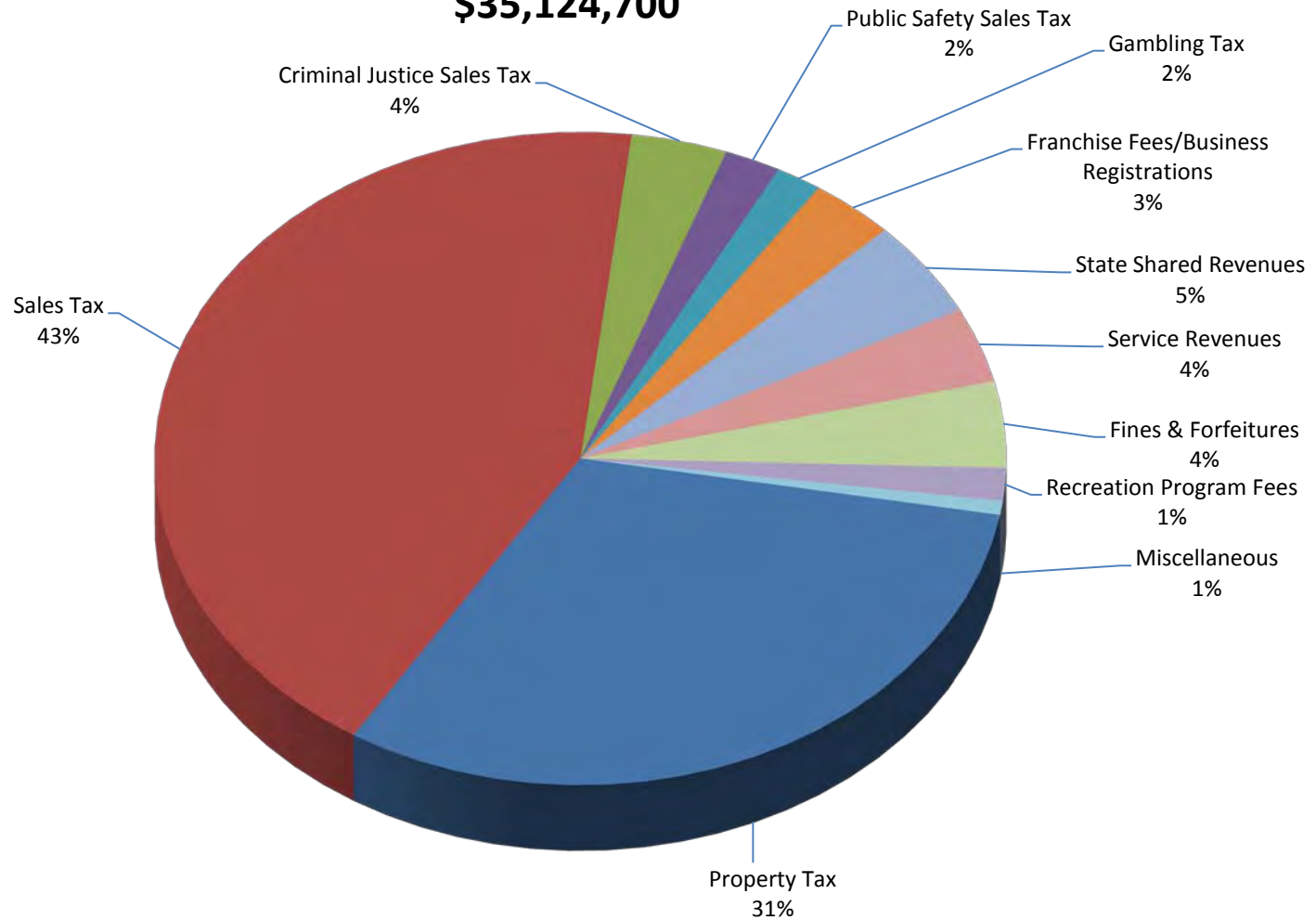
General Fund

Property Tax	\$ 10,943,700
Sales Tax	15,100,000
Criminal Justice Sales Tax	1,280,000
Public Safety Sales Tax	750,000
Gambling Tax	612,500
Franchise Fees/Business Registration	1,135,000
State Shared Revenues	1,684,600
Service Revenues	1,304,000
Fines and Forfeitures	1,502,300
Recreation Program Fees	571,500
Miscellaneous, Investment Int. ,Transfers	241,100
	<hr/>
Total General Fund	35,124,700

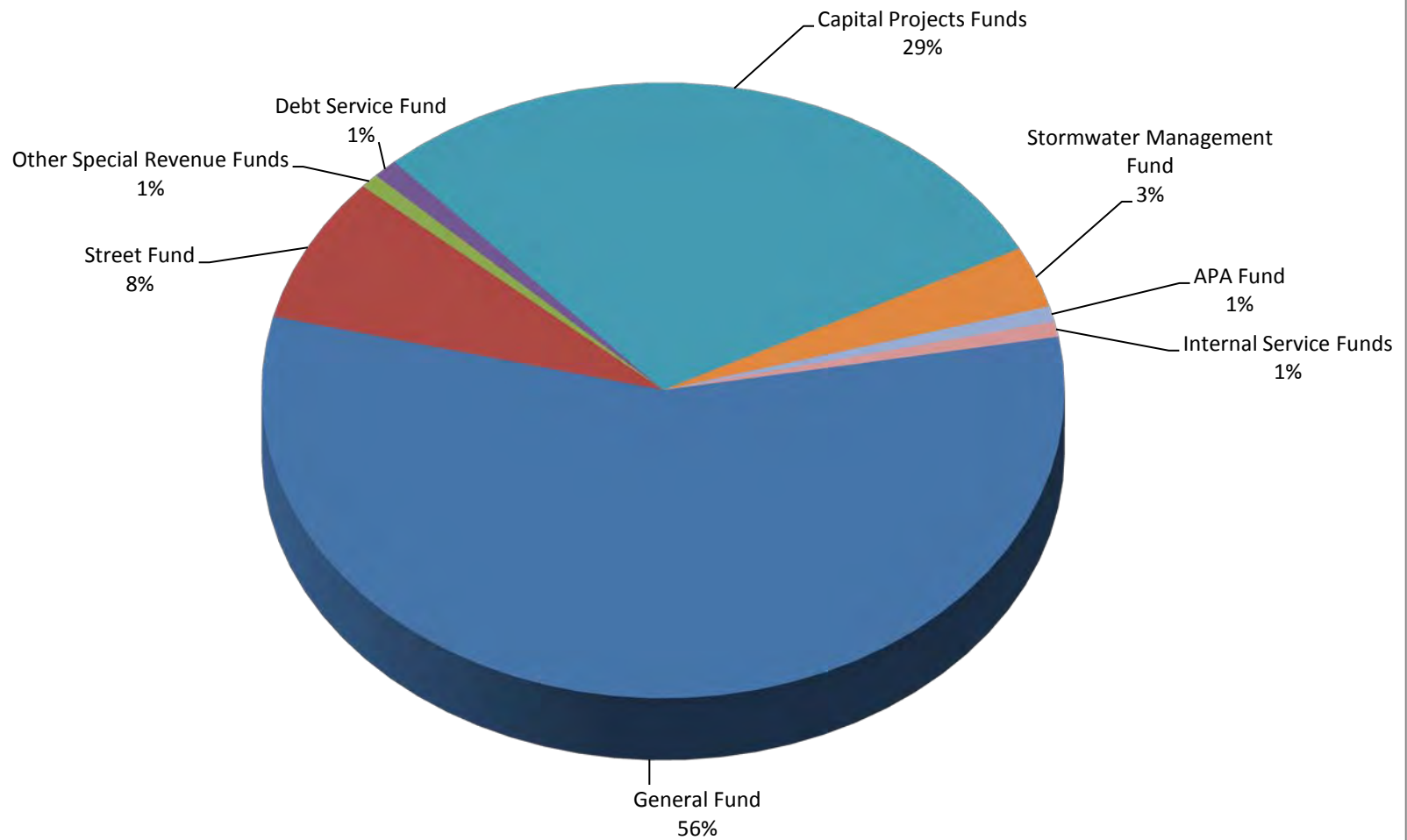
Other Funds

Street Fund	4,766,100
Paths & Trails Fund	7,800
Hotel/Motel Fund	460,500
CenterPlace Operating Reserve Fund	500
Service Level Reserve Fund	7,000
Winter Weather Reserve Fund	700
City Facilities Repair & Replacement	1,600
Debt Service LTGO 03	623,023
Capital Projects Fund	500,500
Special Capital Projects Fund	501,000
Street Capital Projects Fund	7,957,725
Mirabeau Point Project Fund	-
CDBG Fund Revenues	-
Capital Grants Fund	-
Barker Bridge - Federal Grant Fund	-
Parks Capital Fund	50,000
Civic Facilities Capital Fund	-
Pavement Preservation Fund	1,198,284
Capital Reserve Fund	7,826,207
Stormwater Management Fund	2,001,800
Aquifer Protection Area	501,000
Equipment Rental & Replacement Fund	178,744
Risk Management Fund	319,000
	<hr/>
Total Other Funds	26,901,483
	<hr/>
Total All Funds	\$ 62,026,183

**City of Spokane Valley
2013 General Fund Revenues
\$35,124,700**



**City of Spokane Valley
2013 City Wide Revenues
\$ 62,026,183**



**City of Spokane Valley
2013 Budget
Detail Revenues by Type**

General Fund Revenues	2011 Actual	2012 Budget	2013 Proposed Budget
<u>Property Tax</u>			
Property Tax	\$ 10,461,051	\$ 10,808,900	\$ 10,943,700
Property Tax - Delinquent	220,569	-	-
	<u>10,681,620</u>	<u>10,808,900</u>	<u>10,943,700</u>
<u>Sales Taxes</u>			
Sales Tax	14,854,749	14,210,000	15,100,000
Sales Tax - Criminal Justice	1,266,819	1,200,000	1,280,000
Sales Tax - Public Safety	724,219	790,000	750,000
	<u>16,845,787</u>	<u>16,200,000</u>	<u>17,130,000</u>
<u>Gambling Taxes</u>			
Amusement Games	10,882	10,000	10,800
Card Games	447,778	550,000	535,500
Interest on Gambling Tax	137	10,000	200
Punch Boards & Pull Tabs	65,569	70,000	66,000
	<u>524,367</u>	<u>640,000</u>	<u>612,500</u>
<u>Licenses & Permits</u>			
Business Licenses	90,238	90,000	90,000
Comcast PEG Contribution	25,115	-	25,000
Franchise Fees	1,015,327	1,176,000	1,020,000
	<u>1,130,680</u>	<u>1,266,000</u>	<u>1,135,000</u>
<u>State Shared Revenues</u>			
City Assistance State Revenue	-	10,000	-
Criminal Justice Area #4	130,326	130,000	130,100
Criminal Justice Special Programs	74,942	76,600	80,600
DUI - Cities	19,171	17,000	17,300
False Alarm Srvs	-	-	-
Liquor Board Excise Tax	437,486	451,400	76,100
Liquor Board Profits	625,605	557,800	812,200
MVET Criminal Justice - Population	19,853	22,500	23,500
Payment in Lieu of Taxes - DNR	3,870	3,500	4,800
Streamline Sales Tax (SST) Mitigation	589,154	560,000	540,000
Work Study Reimbursement	3,723	5,500	-
	<u>1,904,131</u>	<u>1,834,300</u>	<u>1,684,600</u>
<u>Service Revenues</u>			
Airway Heights Bldg. Plan Rev.	13,645	14,000	-
Building Permits	597,906	590,000	730,000
Building Plan Review Fees	149,104	150,800	-
Code Enforcement	10,211	-	-
Developer Mitigation Rev	51,238	52,000	-
Cry Wolf Fees 001.000.000.342.28.02	154,550	145,000	130,000
Demolition Permits	2,567	5,200	3,000
Grading Permits	2,479	5,000	1,100
Mechanical Permits	59,873	92,000	84,000
Misc. Permits & Fees	5,831	5,000	5,900
Planning Fees	140,784	106,000	310,000
EECBG Grant	62,084	-	-
Plumbing Permits	36,138	35,000	40,000
Right of Way Permits	105,765	100,000	-
	<u>1,392,175</u>	<u>1,300,000</u>	<u>1,304,000</u>
<u>Fines and Forfeitures</u>			
Public Safety Grants	163,657	55,000	-
Fines & Forfeits - Traffic	666,777	900,000	832,300
Other Criminal- Non Traffic Fines	754,101	1,000,000	670,000
	<u>1,584,536</u>	<u>1,955,000</u>	<u>1,502,300</u>
<u>Recreation Program Charges</u>			
Activity Fees (To use a recreational facility)	214,096	215,000	215,000
Program Fees (To participate in a program)	317,625	355,000	356,500
	<u>531,721</u>	<u>570,000</u>	<u>571,500</u>
<u>Miscellaneous</u>			
Investment Interest	82,691	145,000	90,000
Sales Tax Interest	10,793	50,000	15,000
Property Tax Interest	-	-	-
Police Precinct Rent & Maint.	52,009	55,000	53,000
Office of Public Def-Re-Licensing Grant	-	-	-
Miscellaneous Revenue & Grants	3,278	-	-
	<u>148,771</u>	<u>250,000</u>	<u>158,000</u>
<u>Transfers</u>			
Transfer-in - #101 (street admin)	25,000	39,600	39,700
Transfer-in - #105 (h/m tax-CP advertising)	-	30,000	30,000
Transfer-in - #310 (full paveback)	1,051,730	-	-
Transfer-in - #402 (storm admin)	13,386	15,000	13,400
	<u>1,090,116</u>	<u>84,600</u>	<u>83,100</u>
 Total General Fund Revenue	 <u>\$ 35,833,904</u>	 <u>\$ 34,908,800</u>	 <u>\$ 35,124,700</u>

**City of Spokane Valley
2013 Budget
Detail Revenues by Type**

Other Fund Revenues	2011 Actuals	2012 Budget	2013 Proposed Budget
<u>101 Street Fund</u>			
Investment Interest	-	5,000	5,000
Motor Fuel (Gas) Tax	1,900,708	1,897,800	1,861,100
Other Miscellaneous Revenues & Grants	517,825	-	-
Street Maintenance & Repair Charges	25,259	-	-
Utilities tax	2,880,963	3,000,000	2,900,000
	5,324,755	4,902,800	4,766,100
<u>102 Arterial Street Fund</u>			
Transfer from: Capital Grants Fund	-	-	-
	-	-	-
<u>103 Paths & Trails Fund</u>			
Interfund Transfer-in - #101 (MVFT)	-	-	-
Motor Fuel (Gas) Tax	7,898	8,000	7,800
	7,898	8,000	7,800
<u>105 Hotel/Motel Fund</u>			
Hotel/Motel Tax	457,603	430,000	460,000
Investment Interest	455	700	500
	458,057	430,700	460,500
<u>120 CenterPlace Operating Reserve</u>			
Investment Interest	556	700	500
	556	700	500
<u>121 Service Level Stabilization Reserve</u>			
Transfer from General Fund	-	-	-
Investment Interest	8,632	10,000	7,000
	8,632	10,000	7,000
<u>122 Winter Weather Reserve</u>			
Interfund Transfer	-	-	-
Investment Interest	837	700	700
	837	700	700
<u>123 City Facilities Repair & Replacement</u>			
Investment Interest	1,989	2,000	1,600
Interfund Transfer #001	394,600	397,000	-
	396,589	399,000	1,600
<u>204 Debt Service - LTGO 03</u>			
Facilities District Revenue	427,120	432,320	437,120
Interfund Transfer-in- #301	92,251	92,652	92,951
Interfund Transfer-in- #302	92,251	92,651	92,952
	611,623	617,623	623,023
<u>301 Capital Projects Fund</u>			
Investment Interest	1,518	400	500
REET 1 - 1st .25 Percent	481,623	475,000	500,000
Transfer from: Street Capital Projects	-	-	-
	483,141	475,400	500,500
<u>302 Special Capital Projects Fund</u>			
Investment Interest	1,732	2,000	1,000
REET 2 - 2nd .25 Percent	479,129	475,000	500,000
Transfer from: Street Capital Projects	-	-	-
	480,861	477,000	501,000
<u>303 Street Capital Projects</u>			
Developer Contributions	92,768	275,000	-
Grant Proceeds	3,298,073	7,828,118	6,597,842
Interfund Transfer-in - #102	8,502	89,000	-
Interfund Transfer-in - #301	278,105	363,627	742,404
Interfund Transfer-in - #302	1,045,667	1,448,059	617,479
Interfund Transfer-in - #311	-	811,000	-
Interfund Transfer-in - #401	56,862	-	-
Transfer from Street Fund	13,105	-	-
Transfer from General Fund	551,730	-	-
	5,344,813	10,814,804	7,957,725
<u>304 Mirabeau Projects Fund</u>			
Investment Interest	45	14	-
	45	14	-
<u>307 Capital Grants Fund</u>			
Transfer from Art. St fund #102	49,518	-	-
Spokane county utility	20,103	-	-
Miscellaneous/Private Development	18	-	-
Transfers from Special Capital Projects Fund	45,714	-	-
Transfer from Capital Project (301)	-	-	-
Transfer from Stormwater	-	-	-
	115,353	-	-

**City of Spokane Valley
2013 Budget
Detail Revenues by Type**

Other Fund Revenues	2011 Actuals	2012 Budget	2013 Proposed Budget
<u>308 Barker Bridge Reconstruction - Fed Grant</u>			
Coordination Revenue	765	-	-
Transfer from Capital Project (301)	133,588	-	-
	134,353	-	-
<u>309 Parks Capital Projects</u>			
Investment Interest	1,735	-	-
State Rec & Conservation Grant Rev	496,250	-	-
Transfer-in- #001	100,000	129,202	50,000
Transfer-in- #304	-	44,361	-
	597,985	173,563	50,000
<u>310 Civic Facilities Capital Projects</u>			
Investment Interest	8,609	6,000	-
Spokane Cnty reimb on STEP-48th & Sundown	-	78,500	-
Spokane Cnty Library District - land acquisition	-	744,048	-
	8,609	828,548	-
<u>311 Pavement Preservation</u>			
Investment Interest	-	2,200	-
Transfers-in - #001 (100%>\$26mm)	-	2,045,203	-
Transfers-in - #001	-	-	-
Transfers-in - #101	-	-	282,000
Transfers-in - #123	-	-	616,284
Transfers-in - #301	-	-	150,000
Transfers-in - #302	-	-	150,000
	-	2,047,403	1,198,284
<u>312 Capital Reserve Fund</u>			
Transfers-in - #001	-	-	7,826,207
	-	-	7,826,207
<u>402 Stormwater Management Fund</u>			
Grant Proceeds	373,861	153,667	-
Interfund Transfers-in - #101 (shop facility)	-	-	-
Investment Interest	2,833	5,000	1,800
Stormwater Management Fee	1,832,952	1,750,000	1,800,000
	2,209,646	1,908,667	2,001,800
<u>403 Aquifer Protection Area</u>			
Investment Interest	-	2,500	1,000
Grant - Sprague Swales	-	666,622	-
Spokane County	417,326	500,000	500,000
	417,326	1,169,122	501,000
<u>501 Equipment Rental & Replacement Fund</u>			
Investment Interest	1,456	-	1,000
Interfund Transfer-in- #001	15,400	-	15,400
Interfund Transfer-in- #101	9,100	-	10,777
Interfund Transfer-in- #101 (plow replace)	-	100,000	150,000
Interfund Transfer-in- #402	-	-	1,567
	25,956	100,000	178,744
<u>502 Risk Management Fund</u>			
Employment Security Transfers	-	-	-
Interfund Transfer - #001	319,000	319,000	319,000
Investment Interest	25	-	-
	319,025	319,000	319,000
Total all other Funds Revenue	16,946,059	24,683,044	26,901,483
General Fund Revenues	35,833,904	34,908,800	35,124,700
Total Revenues	52,780,008	59,591,844	62,026,183

**City of Spokane Valley
2013 Budget
Expenditures by Department**

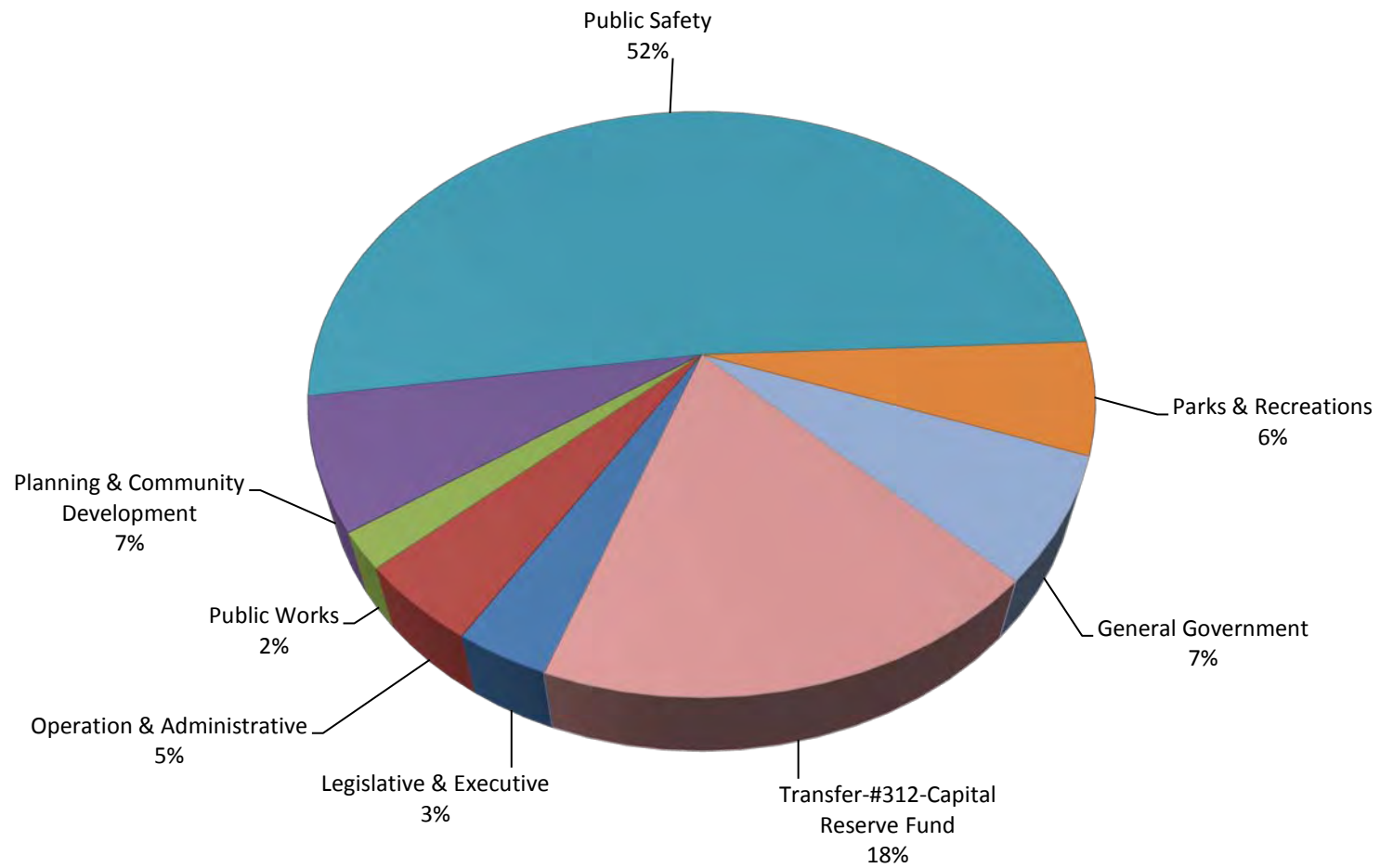
General Fund

Council	\$ 390,111
City Manager	1,047,155
Public Safety	22,139,200
Operations & Administrative	
Deputy City Manager	609,706
Finance	1,089,633
Human Resources	228,041
Public Works	876,443
Planning & Community Development	
Admin	257,175
Development Engineering	850,845
Planning	869,743
Building	1,162,582
Library	-
Parks & Recreation	
Administration & Maintenance	1,059,717
Recreation	224,999
Aquatics	485,600
Senior Center	88,143
CenterPlace	796,884
General Government	2,965,557
Transfer-#312-Capital Reserve Fund	7,826,207
Total General Fund	<u>42,967,741</u>

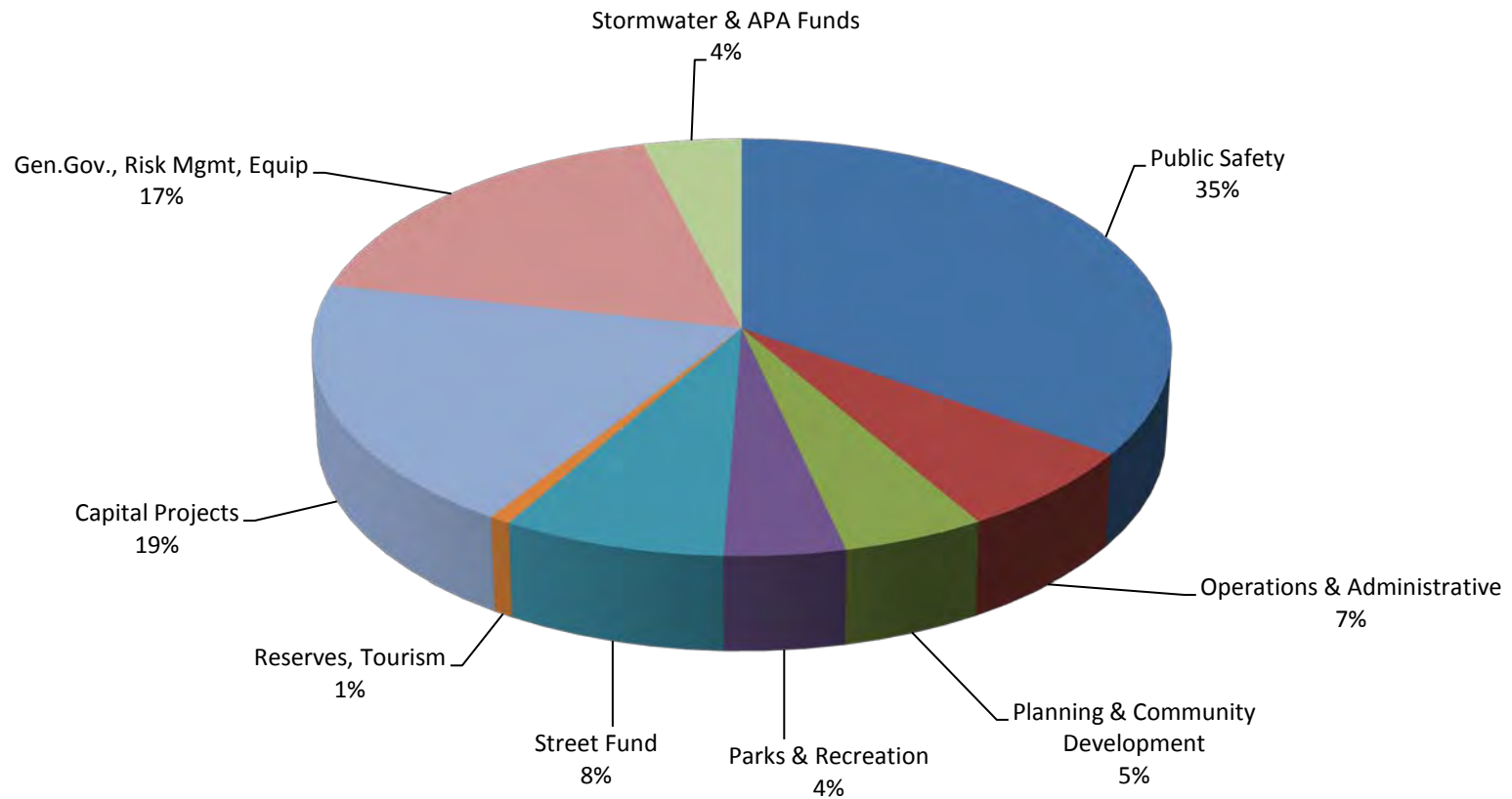
Other Funds

Street Fund	4,903,999
Paths & Trails Fund	-
Hotel/Motel Fund	460,500
CenterPlace Operating Reserve Fund	-
Service Level Stabilization Fund	-
Winter Weather Reserve Fund	-
Civic Facility Replacement Fund	616,284
Debt Service - LTGO 03	623,023
Capital Projects Fund	985,355
Special Capital Projects Fund	860,431
Street Capital Projects Fund	7,957,725
Mirabeau Point Capital Projects Fund	-
Capital Grants Fund	-
Parks Capital Projects Fund	50,000
Civic Facilities Capital Projects Fund	-
Pavement Preservation	1,198,284
Capital Reserve Fund	-
Stormwater Management Fund	2,077,991
Aquifer Protection Area	500,000
Equipment Rental & Replacement	50,000
Risk Management Fund	319,000
Total All Funds	<u><u>\$ 63,570,333</u></u>

**City of Spokane Valley
2013 General Fund Expenditures
\$ 42,967,741**



**City of Spokane Valley
2013 City Wide Expenditures
\$ 63,570,333**



CITY OF SPOKANE VALLEY, WA

2013 Budget

General Fund Expenditures by Department and Type

	Wages, Benefits & Payroll Taxes	Supplies	Services & Charges	Intergovernmental	Interfund	Capital Expenditures	Total
<u>General Fund</u>							
Legislative Branch	\$ 188,868	\$ 4,150	\$ 197,093	\$ -	\$ -	\$ -	\$ 390,111
Legislative & Executive	906,901	5,700	134,554	-	-	-	1,047,155
Public Safety	-	-	-	22,139,200	-	-	22,139,200
Operations & Administrative							
Deputy City Manager	573,870	2,350	33,486	-	-	-	609,706
Finance	1,055,533	3,500	30,600	-	-	-	1,089,633
Human Resources	210,161	700	17,180	-	-	-	228,041
Public Works	741,993	25,500	108,950	-	-	-	876,443
Planning & Community Development							
Admin	227,975	3,100	11,100	15,000	-	-	257,175
Planning	729,293	7,250	93,200	40,000	-	-	869,743
Building	1,036,282	34,200	48,700	30,000	8,400	5,000	1,162,582
Development Engineering	764,895	7,800	48,150	30,000	-	-	850,845
Library	-	-	-	-	-	-	-
Parks & Recreation							
Parks Administration & Maint.	221,717	35,800	784,200	11,000	7,000	-	1,059,717
Recreation	145,999	6,700	72,300	-	-	-	224,999
Aquatics	-	2,500	483,100	-	-	-	485,600
Senior Center	77,693	3,500	6,950	-	-	-	88,143
CenterPlace	406,402	68,947	321,535	-	-	-	796,884
General Government	-	18,700	1,426,500	265,600	369,000	885,757	2,965,557
Transfer out - #312 Capital Reserve Fund	-	-	-	-	7,826,207	-	7,826,207
Total General Fund	<u>\$ 7,287,582</u>	<u>\$ 230,397</u>	<u>\$ 3,817,598</u>	<u>\$ 22,530,800</u>	<u>\$ 8,210,607</u>	<u>\$ 890,757</u>	<u>\$ 42,967,741</u>

011 - Council

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 2012

- Continued monitoring of significant wastewater issues
Monitor status of Spokane County Wastewater Permit. Staff reviewing County Flood Plain Study for potential discharge to Saltese Flats.
- Solid Waste - to include identifying the issue & research alternatives of joining the consortium or handling it ourselves and examining the consequences of each alternative.
Attended intergovernmental workshops and discussions regarding solid waste. City Manager is on the Joint Committee with other jurisdictions to develop an RFP to determine options for Waste-to-Energy-Plant, long haul, and transfer station. Also explored options for solid waste collection.
- Review and Evaluate Development Regulations and compare with surrounding Cities.
Schedule council review and code update of sign and landscape code, zoning use matrix, boundary line adjustment process and building permit and application timeframes.
- Develop a Shoreline Master Program to provide appropriate regulatory protection for waters of State-wide significance as required by state code.
Shoreline Inventory, goals and policies drafted and approved by Planning Commission and City Council. DOE Grant approved to assist in development of plan.
- Pursue a legislative capital budget request.
Work with Council to develop legislative agenda and capital requests for Park Road Pool Property and Sullivan Bridge. Pursued legislative request through legislative advisor. Unsuccessful in 2012.
- Create an economic development plan including options for City Hall.
Worked with Community Development to initiate an economic development plan. Met with local partners and economic development agencies. Developed Plan overview and inventoried partners. Plan pending input from Ad Hoc Committee. Changes to development regulations, stormwater swales and beautification and traffic infrastructure all economic development related.

Goals for 2013

- Continue monitoring wastewater issues, including governance of wastewater facilities, and pursuit of the most efficient and economical methods to ensure the continuation of wastewater discharge licenses.
- Pursue the topic of Solid Waste to include identifying the issue and obtaining alternatives of joining the consortium or handling it ourselves and the consequences of each alternative.
- Develop a Shoreline Master Program to appropriate regulatory protection for waters of statewide significance as required by state statute.
- Pursue a legislative capital budget request for possible financial assistance in the restoration of the Sullivan Bridge; purchase of a Transfer Station; and the assistance with creating the Appleway Trail Project.
- Create an Economic Development Plan including review and evaluation of Spokane Valley's development regulations and how they compare with other jurisdictions; and keeping options open for an alternative city hall.

Fund: 001	General Fund	Spokane Valley
Dept: 011	Legislative Branch	2013 Budget

<u>011 - Council</u>			
<u>Budget Summary</u>			
	2011 Actual	2012 Budget	2013 Proposed Budget
Personnel - FTE Equivalents			
Mayor	1.0	1.0	1.0
Council	6.0	6.0	6.0
Total FTEs	<u>7.0</u>	<u>7.0</u>	<u>7.0</u>
Budget Detail			
Salaries, Wages, & Benefits	\$ 141,389	\$ 174,867	\$ 188,868
Supplies	3,515	6,250	4,150
Services & Charges	139,814	205,132	197,093
Total Legislative Branch	<u>\$ 284,718</u>	<u>\$ 386,249</u>	<u>\$ 390,111</u>

013 - City Manager

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 2012

- Support Council Goals:
- Continued monitoring of significant wastewater issues
Monitor status of Spokane County Wastewater Permit. Staff reviewing County Flood Plain Study for potential discharge to Saltese Flats.
- Solid Waste to include identifying the issue & research alternatives of joining the consortium or handling it ourselves and examining the consequences of each alternative.
Attended intergovernmental workshops and discussions regarding solid waste. City Manager is on the Joint Committee with other jurisdictions to develop an RFP to determine options for Waste-to-Energy-Plant, long haul, and transfer station. Also explored options for solid waste collection.
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Goals for 2013

- Continue monitoring wastewater issues, including governance of wastewater facilities, and pursuit of the most efficient and economical methods to ensure the continuation of wastewater discharge licenses.
- Pursue the topic of Solid Waste to include identifying the issue and obtaining alternatives of joining the consortium or handling it ourselves and the consequences of each alternative.
- Develop a Shoreline Master Program to appropriate regulatory protection for waters of statewide significance as required by state statute.
- Pursue a legislative capital budget request for possible financial assistance in the restoration of the Sullivan Bridge; purchase of a Transfer Station; and the assistance with creating the Appleway Trail Project.
- Create an Economic Development Plan including review and evaluation of Spokane Valley's development regulations and how they compare with other jurisdictions; and keeping options open for an alternative city hall.

Fund: 001	General Fund	Spokane Valley
Dept: 013	Executive & Legislative Support	2013 Budget

<u>013 - City Manager</u>			
<u>Budget Summary</u>			
	2011 Actual	2012 Budget	2013 Proposed Budget
Personnel - FTE Equivalents			
City Manager	1.0	1.0	1.0
City Attorney	1.0	1.0	1.0
City Clerk	1.0	1.0	1.0
Deputy City Attorney	1.0	1.0	1.0
Deputy City Clerk	1.0	1.0	1.0
Administrative Assistant - Legal	1.0	1.0	1.0
Administrative Assistant (CC)	1.0	1.0	1.0
Administrative Assistant (CM)	1.0	1.0	1.0
Total FTEs	<u>8.0</u>	<u>8.0</u>	<u>8.0</u>
Interns	<u>3.5</u>	<u>2.0</u>	<u>3.0</u>
Budget Detail (*)			
Salaries, Wages, & Benefits	\$ 722,496	\$ 906,951	\$ 906,901
Supplies	3,273	7,720	5,700
Services & Charges	215,742	151,794	134,554
Total Executive & Legislative Support	<u>\$ 941,511</u>	<u>\$ 1,066,465</u>	<u>\$ 1,047,155</u>

016 - Public Safety

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.

Judicial System - The Spokane County District Court is contracted to provide municipal court services. The contract provides for the services of judge and court commissioner with related support staff. Budgeted amount also includes jury management fees.

Budgeted contract amount: \$ 2,090,326

Law Enforcement - The Spokane County Sheriff's Office is responsible for maintaining law and order and providing police services to the community under the direction of the Police Chief. The office provides for the preservation of life, protection of property, and reduction of crime.

Budgeted contract amount: \$ 17,220,568

Jail System - Spokane County provides jail and probation services for persons sentenced by any City of Spokane Valley Municipal Court Judge for violating laws of the city or state.

Budgeted contract amount: \$ 1,301,540

Animal Control - Spokane County will provide animal control services to include licensing, care and treatment of lost or stray animals, and response to potentially dangerous animal confrontations.

Budgeted contract amount: \$ 268,351

Fines & Forfeitures State Remittance

Budgeted contract amount: \$ 1,050,264

Communications

Budgeted contract amount: \$ 208,151

Interfund Transfers - Transfer to Fund #123 to cover future building improvements or the eventual replacement of the precinct building

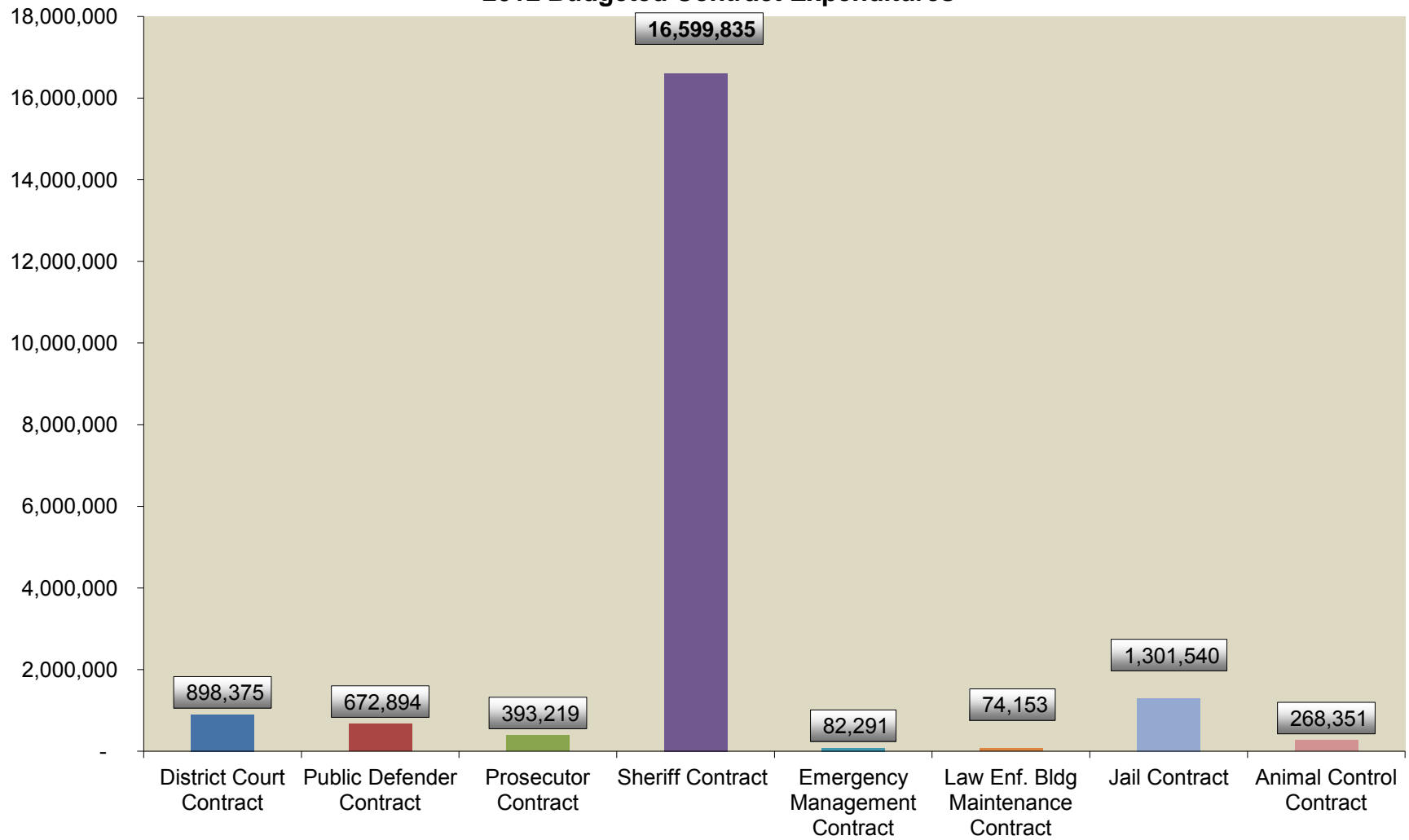
\$ -

Total \$ 22,139,200

City of Spokane Valley
2013 Budget
016 - Public Safety

	2011 Actual	2012 Budget	2013 Proposed Budget
Judicial System:			
District Court Contract	814,284	1,071,588	898,375
Jury Management Contract	-	-	-
Intergovernmental Payments	30,855	-	-
Public Defender Contract	485,456	582,643	672,894
Prosecutor Contract	396,151	430,074	393,219
Pretrial Services Contract	83,137	128,393	125,838
Prosecutor - Funded by JAG Grant	12,403	-	-
Subtotal Judicial System	<u>1,822,285</u>	<u>2,212,698</u>	<u>2,090,326</u>
Law Enforcement System:			
Sheriff Contract	16,296,352	16,422,754	16,599,835
Emergency Management Contract	81,116	84,970	82,291
Wages & Benefits	2,618	4,887	4,936
Operating Supplies	1,696	2,449	2,473
Repair & Maintenance. Supplies	1,713	2,449	2,473
Gas, Oil, & Tires	945	-	-
Small Tools & Minor Equipment	493	980	990
Electricity/Gas	23,866	33,545	33,880
Water	2,080	2,516	2,541
Sewer	754	839	847
Waste Disposal	3,423	2,935	2,964
Copier Maintenance	-	-	-
Law Enf. Bldg Maintenance Contract	52,730	73,419	74,153
Contingency	-	53,395	367,735
Crywolf Charges & Fees	36,616	45,000	45,450
Sterling Bank Fees	4,316	-	-
Crywolf Refunds	1,360	-	-
Subtotal Law Enforcement System:	<u>16,510,081</u>	<u>16,730,138</u>	<u>17,220,568</u>
Jail System:			
Jail Contract	492,620	1,333,131	1,301,540
Jail - Geiger Corrections Center	127,520	-	-
Work Release (Geiger)	471,530	-	-
Subtotal Jail System:	<u>1,091,670</u>	<u>1,333,131</u>	<u>1,301,540</u>
Other:			
Capital Outlays/Communications	243,670	271,154	208,151
Fines & Forfeitures State Remittance	974,099	1,057,363	1,050,264
Animal Control Contract	314,255	315,516	268,351
Non-Capital Equipment for JAG Grant	1,707	-	-
Non-Capital Equip for ARRA JAG Grant	1,946	-	-
Travel/Mileage	212	-	-
Building Replacement Costs	80,000	80,000	-
Nighttime Seatbelt Patrol Overtime	3,196	-	-
Hwy 27 Traffic Safety Overtime	4,799	-	-
X-52 DUI Overtime	7,891	-	-
Traffic Safety Emergency	5,565	-	-
Child Car Seat Overtime	3,587	-	-
Slow Down or Pay Up	6,677	-	-
Subtotal Other:	<u>1,647,604</u>	<u>1,724,033</u>	<u>1,526,766</u>
Total Public Safety	<u><u>21,071,640</u></u>	<u><u>22,000,000</u></u>	<u><u>22,139,200</u></u>

**City of Spokane Valley
2012 Budgeted Contract Expenditures**



Fund: 001	General Fund	Spokane Valley
Dept: 018	Operations & Administrative Services	2013 Budget

018 - Operations & Administrative Services

The Operations & Administrative Services Department is composed of three divisions, the Deputy City Manager Division, the Finance Division, and the Human Resources Division. As of 2007, the Legal Division costs are included in the Executive and Legislative Support Division.

013 - Deputy City Manager Division

The Deputy City Manager (DCM) supervises the Operations & Administrative Services 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.

Note: The Deputy City Manager position has been vacant since January 2010 but intended to be filled in the future.

Accomplishments for 2012

- Evaluated animal control options and selected provider and facility to provide long-term service to the city.
- Worked on Solid Waste evaluation process to meet long-term needs of Spokane Valley
- Resolved law enforcement billing dispute.
- Identified alternatives to incarceration to pursue reducing future incarceration costs.
- Evaluated prosecution alternatives to meet the specific needs of the Spokane Valley municipality.
- Implemented public safety service contract amendments to ease administration and increase accuracy of associated costs.
- Initiated planning for ten-year anniversary celebration.
- Initiated branding and marketing plan for City including advertising in 4th quarter 2012.

Goals for 2013

- Evaluate Solid Waste options and select most effective course.
- Negotiate public safety contracts to incorporate performance measures, enhanced reporting, and customer service standards.
- Implement quarterly reporting to Council on public safety service contracts.
- Implement enhanced oversight standards for prosecution services.
- Complete contract and purchasing procedures.
- Implement and support planned programs and events in celebration of the ten year anniversary.
- Provide public information and marketing support to the City's economic development and tourism promotion efforts.
- Update Strategic Communications Plan.

Budget Summary

	2011 Actual	2012 Budget	2013 Proposed Budget
Personnel - FTE Equivalents			
Deputy City Manager	1.0	1.0	1.0
Senior Administrative Analyst	1.0	1.0	1.0
Public Information Officer	1.0	1.0	1.0
Administrative Analyst	1.0	1.0	1.0
Administrative Assistant	2.0	1.0	0.0
Office Assistant I	1.0	1.0	1.0
Office Assistant II	1.0	1.0	1.0
Total FTEs	<u>8.0</u>	<u>7.0</u>	<u>6.0</u>
Intern	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>
Budget Detail			
Salaries, Wages, & Benefits	\$ 424,953	\$ 600,149	\$ 573,870
Supplies	1,380	2,850	2,350
Services & Charges	79,375	55,885	33,486
Total Deputy City Manager Division	<u>\$ 505,708</u>	<u>\$ 658,884</u>	<u>\$ 609,706</u>

Fund: 001	General Fund	Spokane Valley
Dept: 018	Finance Division	2013 Budget

014 - Finance Division

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

Accomplishments for 2012

- Implemented State Auditor recommendations.
- Improved financial statement process and accuracy
- Expanded the contents of the monthly Finance Department Activity Report to include an analysis of revenues, expenditures and changes in fund balance for every activity fund managed by the City.
- Completed the installation of the Paladin SmartGov permit tracking software and worked with the community Development department to monitor actual results against City expectations.
- Replaced 32 personal computers that reached the end of their life cycle and installed Microsoft Office 2010 on each of the new PCs.
- Researched, acquired and installed safes to store valuables including money at the finance Department, Permit Center and CenterPlace.
- Replaced 3 servers and updated/repurposed 1.

Goals for 2013

- Consider 2011 audit recommendations
- Work towards continued improvement and accuracy in the financial statement preparation process.
- Assist in negotiations to renew the City's lease of the City Hall building which expires March 31, 2013.
- Work with other city Departments, evaluate existing City purchasing system and consider implementing revisions to procurement including the use of purchase requisitions and purchase orders.
- Develop a system to audit sales tax receipts and ensure that sales taxes collected by businesses located in Spokane Valley are actually credited to the City as opposed to other municipalities.
- Replace another 30 personal computers that will reach the end of their life cycle and install Microsoft Office 2010 on replacements.
- Replace 3 servers that will reach the end of their life cycle.
- Update the remaining 5 to 6 servers to 2008.

Budget Summary

	2011 Actual	2012 Budget	2013 Proposed Budget
Personnel - FTE Equivalents			
Finance & Admin Services Director	1.00	1.00	1.00
Accounting Manager	1.00	1.00	1.00
Accountant/Budget Analyst	4.00	4.00	3.75
Accounting Technician	2.00	2.00	2.00
IT Specialist	3.00	2.00	2.00
GIS/Database Administrator	1.00	1.00	1.00
Total FTEs	<u>12.00</u>	<u>11.00</u>	<u>10.75</u>
Intern	<u>1.0</u>	<u>0.0</u>	<u>0.0</u>
Budget Detail			
Salaries, Wages, & Benefits	\$ 903,496	\$ 1,011,932	\$ 1,055,533
Supplies	6,468	3,500	3,500
Services & Charges	46,543	31,675	30,600
Total Finance Division	<u>\$ 956,507</u>	<u>\$ 1,047,107</u>	<u>\$ 1,089,633</u>

Fund: 001	General Fund	Spokane Valley
Dept: 018	Human Resources Division	2013 Budget

016 - Human Resources Division

Human Resources (HR) is administered through the Deputy City Manager (DCM). The HR operation provides services in compensation, benefits, training and organizational development, staffing, employee relations, and communications.

Accomplishments for 2012

- Met the AWC requirements to achieve the WellCity Award at the "Excellence" level.
- Conducted and/or assisted in recruitment and selection to fill executive and managerial vacancies
- Develop an automated employee performance management system for implementation in 2013
- Assisted in the support of the implementation of on-line employee services

Goals for 2013

- Implement a program to reduce the number of pre-employment physicals and associated costs
- Explore AWC Retro Program for possible reductions in workman's compensation rates
- Implement the provisions of the successor labor contract negotiated in 2012
- Continue to review and revise City Website to increase service and functionality
- Provide employee training in the areas of safe driving and budgeting

Budget Summary

	2011 Actual	2012 Budget	2013 Proposed Budget
Personnel - FTE Equivalents			
Human Resource Manager	1.0	1.0	1.0
Human Resources Technician	1.0	1.0	1.0
Total FTEs	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>
Budget Detail			
Salaries, Wages, & Benefits	\$ 182,604	\$ 189,459	\$ 210,161
Supplies	596	1,847	700
Services & Charges	21,314	38,925	17,180
Total Human Resources Division	<u>\$ 204,514</u>	<u>\$ 230,231</u>	<u>\$ 228,041</u>

Fund: 001	General Fund	Spokane Valley
Dept: 032	Public Works	2013 Budget

032 - Public Works

The Public Works Department oversees the City's transportation system, which includes construction and maintenance of streets and stormwater systems, operations and maintenance of traffic signs and signals and transportation planning.

Accomplishments for 2012

- Designed and constructed funded capital projects.
- Developed the 2013-2018 Six Year Transportation Improvement Plan.
- Submitted grants for various capital projects.
- Adopted the 2011 Update of the Pavement Management Program.
- Completed numerous 2012 Pavement Preservation Projects.

Goals for 2013

- Implement approved capital projects.
- Provide planning for development of update Transportation Improvement Plan.
- Prepare and submit grant applications for capital projects.
- Complete 2013 Pavement Preservation Projects as approved

Budget Summary

	2011 Actual	2012 Budget	2013 Proposed Budget
Personnel - FTE Equivalents			
Public Works Director	1.0	1.0	1.0
Administrative Assistant	2.0	2.0	2.0
Senior Engineer (CIP)	1.0	1.0	1.0
Senior Engineer	2.0	2.0	2.0 *
Assistant Engineer (CIP)	1.0	1.0	1.0 *
Limited Term Construction Inspector-Bridge	0.0	1.0	0.0 *
Maint./Construction Inspector (ROW)	1.0	0.0	0.0 *
Engineering Technician I	1.0	1.0	2.0 *
Engineering Technician II	2.0	2.0	1.0 *
Total FTEs	<u>11.0</u>	<u>11.0</u>	<u>10.0</u>
Budget Detail			
Salaries, Wages, & Benefits	\$ 550,017	\$ 754,769	\$ 741,993
Supplies	16,956	36,000	25,500
Services & Charges	101,646	103,750	108,950
Capital Outlay	-	7,000	-
Total Public Works	<u>\$ 668,619</u>	<u>\$ 901,519</u>	<u>\$ 876,443</u>

* Only 50% is budgeted to the public works department in the General Fund with the balance budgeted as a part of capital projects funds.

Fund: 001	General Fund	Spokane Valley
Dept: 050	Community Development - Administrative	2013 Budget

Administrative Division

The Administrative Division provides overall management and oversight of the Community Development Department including the permitting operation, long-range planning, development engineering, and code compliance and provides staff support through administration of the department's budget, provides administrative support and department training.

Accomplishments for 2012

- Continued department focus to facilitate customer service, teamwork and efficiency.
- Provided staff support to the Planning Commission.
- Implemented new Permitting software
- Provided training to support staff to cover the Planning Commission.
- Co-filed Planning and Development Engineering files.
- Staff Liaison to City's Economic Development Committee.
- Implementation of the Roadmap for Enhanced Permitting.

Goals for 2013

- Work on City's economic development plan.
- Continue to implement customer service improvements for the department.
- Improve department website pages.
- Continue work on permit process and customer service improvement plan.
- Continue to implement a document control system for documents and forms.
- Continued to work on department reporting.

Budget Summary

	2011 Actual	2012 Budget	2013 Proposed Budget
Personnel - FTE Equivalents			
Community Development Director	1.0	1.0	1.0
Administrative Assistant	1.0	1.0	1.0
Office Assistant I	1.0	1.0	0.0
Total FTEs	3.0	3.0	2.0
Budget Detail			
Salaries, Wages, & Benefits	\$ 280,228	\$ 292,643	\$ 227,975
Supplies	1,488	4,100	3,100
Services & Charges	27,403	12,000	11,100
Intergovernmental Payments	10,645	15,000	15,000
Total Administrative Division	\$ 319,764	\$ 323,743	\$ 257,175

Fund: 001	General Fund	Spokane Valley
Dept: 055	Community Development - Dev. Engineering	2013 Budget

Engineering Division

Development Engineering provides the review and inspection for stormwater, access management and other public works improvements in development applications, and provides policy recommendations for public works issues.

Accomplishments for 2012

- Continued implementation of the Roadmap for Enhanced Permitting.
- Completed Hydrology Study for the Forker Draw Floodplain Study.
- Completed Mapping Study for the Forker Draw Floodplain Study.

Goals for 2013

- Update Standard Plans of Street Standards.
- Continue work on permit process and customer service improvement plan.
- Continue update Development Engineering's Webpage.

Budget Summary

	2011 Actual	2012 Budget	2013 Proposed Budget
Personnel - FTE Equivalents			
Senior Engineer	1.0	1.0	1.0
Engineer	1.5	1.5	1.5
Assistant Engineer	1.0	0.0	1.0
Engineering Technician	2.5	1.5	1.5
Maint/Construction Inspector	1.0	1.0	2.0
Office Assistant I	1.0	1.0	1.0
Total FTEs	<u>8.0</u>	<u>6.00</u>	<u>8.00</u>
Budget Detail			
Salaries, Wages, & Benefits	\$ 527,389	\$ 578,346	\$ 764,895
Supplies	7,939	7,800	7,800
Services & Charges	64,346	49,650	48,150
Intergovernmental Payments	37,410	45,000	30,000
Total Engineering Division	<u>\$ 637,084</u>	<u>\$ 680,796</u>	<u>\$ 850,845</u>

Fund: 001	General Fund	Spokane Valley
Dept: 056	Community Development - Planning	2013 Budget

Planning Division

The Planning Division is responsible for providing professional policy guidance on land use issues to the City Council and Planning Commission. Planning staff participate at a regional level on issues such as annexations, growth targets, water quality, etc. It is also responsible for processing land use permits, reviewing environmentally sensitive areas, administering the State Environmental Protection Act and reviewing home occupation licenses.

Accomplishments for 2012

- Completed the Shoreline Master Program Goals and Policies.
- Continued to work with the region on UGA update process with hopeful adoption by end of 2012.
- Began work on Economic Development Program.
- Completed code amendments for Boundary Line Adjustments, Landscaping, Sign code, Use matrix animal shelters, multifamily standards adjacent to single family development.
- Provided training to the Planning Commission permit processing.
- Implementation of the Permit Tracking Software.
- Completed final legal steps on one abatement. Abatement action pending
- Staff attended customer service training and other in-house training to make processes consistent.
- Participated in the state-wide effort to reform the SEPA requirements.
- Revised process for completing Shoreline Master Program.
- Obtained a \$125,000 grant to assist with the development of the Shoreline Master Program.

Goals for 2013

- Complete the Shoreline Master Program.
- Continue to work on Economic Development issues for the City.
- Continue work on permit process and customer service improvement plan.
- Complete code compliance procedure manual update with legal office.
- 2013 Annual Comprehensive Plan amendments.

Budget Summary

	2011 Actual	2012 Budget	2013 Proposed Budget
Personnel - FTE Equivalents			
Senior Planner	2.0	2.0	2.0
Planning Manager	1.0	1.0	1.0
Associate Planner	2.0	2.0	1.0
Assistant Planner	3.0	2.5	0.0
Code Enforcement Officer	0.0	0.0	2.0
Planning Technician	1.0	1.0	1.0
Office Assistant I	0.0	0.0	1.0
Total FTEs	9.0	8.5	8.0
Budget Detail			
Salaries, Wages, & Benefits	\$ 648,560	\$ 822,895	\$ 729,293
Supplies	5,119	10,250	7,250
Services & Charges	70,027	86,100	93,200
Intergovernmental Services	18,629	75,000	40,000
Total Planning Division	\$ 742,335	\$ 994,245	\$ 869,743

Fund: 001	General Fund	Spokane Valley
Dept: 057	Community Development - Building Division	2013 Budget

Building Division

The Building Division implements the Washington State Building Code. This Division is responsible for ensuring that buildings and structures comply with adopted building codes through technical plan review and inspection services. The Permit Center receives applications and coordinates the review and processing of permits. Code compliance staff enforce zoning and building regulations on a complaint-driven basis. ROW inspection program provides inspection services to assure the compliance with the RPCP and the durability and safety of work done in the public ROW.

Accomplishments for 2012

- Implemented new Permit tracking system.
- Evaluated Express permitting process resulting in a slightly expanded program and updated information forms.
- Completed code amendment to extend timeframes for building permits and applications.
- Continued interlocal agreement to provide building plan review to Airway Heights.
- Implementation of the Roadmap for Enhanced Permitting.

Goals for 2013

- Continue work on permit process and customer service improvement plan.
- Maintain partnering efforts with Spokane and Spokane County.
- Develop web-access for permit system.
- Continue work on department reports.

Budget Summary

	2011 Actual	2012 Budget	2013 Proposed Budget
Personnel - FTE Equivalents			
Building Official	1.0	1.0	1.0
Building Inspector II	4.0	3.0	3.0
Assistant Planner	0.0	0.0	2.0
Code Enforcement Officer BP	2.0	2.0	0.0
Construction Inspector	1.0	0.0	0.0
Senior Permit Specialist	1.0	1.0	1.0
Permit Specialist	2.0	2.0	2.0
Senior Plans Examiner	1.0	1.0	1.0
Plans Examiner	0.75	0.75	0.50
Maint/Const Inspector (ROW)	1.0	1.0	0.0
Office Assistant I	1.0	1.0	1.0
Total FTEs	<u>14.75</u>	<u>12.75</u>	<u>11.50</u>
Budget Detail			
Salaries, Wages, & Benefits	\$ 993,267	\$ 1,066,405	\$ 1,036,282
Supplies	22,516	35,300	34,200
Services & Charges	54,403	85,350	48,700
Intergovernmental Payments	18,629	65,000	30,000
Capital Outlays	64,309	-	5,000
Interfund Charges	8,400	8,400	8,400
Total Building Division	<u>\$ 1,161,524</u>	<u>\$ 1,260,455</u>	<u>\$ 1,162,582</u>

Fund: 001

General Fund

Spokane Valley

Dept: 076

Parks & Recreation

2013 Budget

The Parks and Recreation Department is composed of five divisions, the Administration and Park Maintenance Division, Recreation, Aquatics, Senior Center, and the CenterPlace Division.

The overall goal of the department is to provide quality recreation programs and acquisition, renovation, development, operation, and maintenance of parks and recreation facilities.

000 - Parks Administration & Maintenance 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 2012

- Replaced the playground equipment at Terrace View Park.
- Brought Greenacres Park online with opening ceremonies in June.
- Completed the renovation of turf & irrigation at south end of Mirabeau Point Park campus.
- Began the updating of the Parks and Recreation Master Plan.
- Completed construction of the City's West Entry Gateway Project.

Goals for 2013

- Complete Parks and Recreation Master Plan and begin to implement top priorities.
- Develop a Farmer's Market on city-owned property for the summer.
- Develop dog park master plan.
- Work on the finalization of a new Centennial Trail Agreement.

Budget Summary

	2011 Actual	2012 Budget	2013 Proposed Budget
Personnel - FTE Equivalents			
Parks & Recreation Director	1.0	1.0	1.0
Administrative Assistant	1.0	1.0	1.0
Total FTEs	<u>2.0</u>	<u>2.0</u>	<u>2.0</u>
Budget Detail			
Salaries, Wages, & Benefits	\$ 195,308	\$ 202,978	\$ 221,717
Supplies	32,474	61,600	35,800
Services & Charges	670,428	784,250	784,200
Intergovernmental Services	10,208	11,000	11,000
Interfund Transfer	7,000	-	7,000
Total Parks Administration	<u>\$ 915,418</u>	<u>\$ 1,059,828</u>	<u>\$ 1,059,717</u>

Fund: 001	General Fund	Spokane Valley
Dept: 076	Parks & Recreation	2013 Budget

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 2012

- Established a monthly meeting group of Health & Wellness providers in Spokane Valley.
- Joint training for summer staff with City of Cheney, Liberty Lake and Pullman.
- Staff attended Year 1 at the National Recreation and Park Association Revenue Management School.
- Partnering with Health District, YMCA, Valleyfest, North Idaho Disc Golf Club and Spokane Valley Police & Fire for Greenacres Park Grand Opening.
- Created a new "doggy swim" event at Valley Mission Pool.

Goals for 2013

- Continue to provide Joint programming and training with Liberty Lake and other area agencies for better cost efficiencies.
- Establish a sponsorship policy to begin acquiring sponsors to help financially support recreation programs.
- Develop creative marketing strategies to increase recreation program attendance.

Budget Summary

	2011 Actual	2012 Budget	2013 Proposed Budget
Personnel - FTE Equivalents			
Recreation Coordinator	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>
Budget Detail			
Salaries, Wages, & Benefits	\$ 137,379	\$ 149,911	\$ 145,999
Supplies	4,688	9,250	6,700
Services & Charges	65,087	70,650	72,300
Interfund Charges	-	-	-
Total Recreation Division	<u>\$ 207,154</u>	<u>\$ 229,811</u>	<u>\$ 224,999</u>

Fund: 001	General Fund	Spokane Valley
Dept: 076	Parks & Recreation	2013 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 2012

- Continued to work with the "Make a Splash" campaign and Spokane Valley Partners to increase scholarship opportunities.
- Maintained full summer swim program.
- Continued to look for creative ways to utilize pool space during the off season. Continued with the Haunted Pool program and introduced a Doggy Swim Program.

Goals for 2013

- Maintain full summer swimming program.
- Develop creative revenue sources such as sales (sunscreen, goggles) and birthday packages.
- Increase swim lesson and team fees to be competitive in our area.

Budget Summary

Budget Detail	2011 Actual	2012 Budget	2013 Proposed Budget
Supplies	\$ 1,947	\$ 3,000	\$ 2,500
Services & Charges	446,067	439,250	483,100
Intergovernmental Services	-	-	-
Total Aquatics Division	<u>\$ 448,014</u>	<u>\$ 442,250</u>	<u>\$ 485,600</u>

Fund: 001

General Fund

Spokane Valley

Dept: 076

Parks & Recreation

2013 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 2012

- Hosted 4th Annual Resource Fair/Senior Empowerment Exposition. There were 39 vendors and approximately 250 attendees.
- Continued to utilize the Wellness Center and offered more services such as foot care and hearing testing.
- Worked with the Retirement Communities to involve their residents in activities at our Senior Center.
- Continued to assist the Board of Directors to be in compliance with the Washington State Department of Revenue regarding their non-profit status.
- Develop and publish a brochure for showcasing and marketing the Senior Center.

Goals for 2013

- Continue to have staff active in the Senior Circle at Spokane Valley Hospital program. The program offers monthly educational seminars with pertinent information to share with our seniors.
- Continue to offer a Resource Fair for seniors and their families.
- Extend exercise opportunities for seniors.

Budget Summary

		2011 Actual	2012 Budget	2013 Proposed Budget
Personnel - FTE Equivalents				
Senior Center Specialist		1.0	1.0	1.0
Total FTEs		1.0	1.0	1.0
Intern		1.0	1.0	1.0
Budget Detail				
Salaries, Wages, & Benefits		\$ 72,600	\$ 77,320	\$ 77,693
Supplies		960	5,240	3,500
Services & Charges		2,409	9,700	6,950
Capital Outlay		-	700	-
Total Senior Center Division		\$ 75,969	\$ 92,960	\$ 88,143

Fund: 001

General Fund

Spokane Valley

Dept: 076

Parks & Recreation

2013 Budget

305 - CenterPlace Division

Construction of Mirabeau Point CenterPlace began in late 2003, and was completed mid-year 2005. The project represents 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 Northeast Washington and Northern Idaho.

Accomplishments for 2012

- Implemented changes to our forms and brochures to encourage diversity and decrease language barriers.
- Purchased acoustical panels for sound improvement to the Great Room.
- Increased participation with local agencies such as Visit Spokane to increase awareness of Spokane Valley to tourists.
- Renovated meeting space between rooms 211 and 212.

Goal for 2013

- Create an updated marketing plan for the next five years. This marketing plan will help create name recognition for CenterPlace and develop more corporate reservations.
- Continue to implement changes to our forms and brochures that would decrease language barriers and encourage diversity.
- Create an on-site storage facility in loading dock area that would alleviate storage challenges in CenterPlace and ensure our compliance with current regulations.

Budget Summary

	2011 Actual	2012 Budget	2013 Proposed Budget
Personnel - FTE Equivalents			
Customer Relations/Facilities Coordinator	1.0	1.0	1.0
Administrative Assistant	2.0	1.0	1.0
Office Assistant I	0.0	1.0	1.0
Custodian	2.0	0.0	0.0
Maintenance Worker	2.0	2.0	2.0
Total FTEs	7.0	5.0	5.0
Budget Detail			
Salaries, Wages, & Benefits	\$ 339,744	\$ 381,403	\$ 406,402
Supplies	59,535	78,876	68,947
Services & Charges	261,000	342,078	321,535
Interfund Charges	334,332	324,000	-
Total CenterPlace Division	\$ 994,611	\$ 1,126,357	\$ 796,884

090 - General Government

The General Government Department comprises activities that encompass services to multiple departments. Included in this department are the costs of City Hall and related utilities, management information services, insurance costs, miscellaneous city intergovernmental costs and capital equipment costs that benefit more than one department, and outside agency funding. Outside agencies provide needed public services on behalf of the City. The outside agencies must provide an annual report of how the money was spent.

Budget Summary

	2011 Actual	2012 Budget	2013 Proposed Budget
PERS/L&I set aside	0	50,000	0
Contingency	0	134,000	150,000
Contingency/Emergency (1%of recurring)	0	346,600	0
Employee Recognition & Safety Program	1,694	10,000	5,000
	<u>1,694</u>	<u>540,600</u>	<u>155,000</u>
Supplies			
Business Registrations	1,292	2,000	2,000
Employee Recognition-Operating Supplies	25	0	0
Small Tools & Minor Equipment	1,629	1,500	1,700
Gas, Oil, & Tires	763	0	0
Office & Operating Supplies	9,229	20,000	15,000
	<u>12,938</u>	<u>23,500</u>	<u>18,700</u>
Other Services & Charges			
Broadcasting Council Meeting	45,725	0	0
Accounting & Auditing	68,336	90,000	90,000
Uncollectible Accounts Expense	2,054	0	0
Petty Cash Reimbursement	11	0	0
Postage	3,626	5,000	5,000
Telephone/DSL Service	23,845	30,000	30,900
Advertising	169	0	0
City Wide Records Management	3,300	70,000	10,000
City Hall Rent	461,208	480,000	495,000
Facility Repairs & Maintenance	381	30,000	5,000
Equip Repair & Maint-Hardware Support	25,680	35,000	38,500
IT Support	96,059	100,000	105,000
Software Licenses & Maintenance	68,706	55,000	80,000
Non Capital Computer Software/Hardware	35,941	30,000	82,100
PEG Reimburse - CMTV	28,988	0	0
Printing & Binding	0	5,000	5,000
Miscellaneous Services	10,872	15,000	15,000
Merchant Charges (Bankcard Fees)	9,927	25,000	10,000
EECBG Utilities Partnering Program	12,947	0	0
Vehicle Rental	4,130	7,000	7,000
General Operating Leases: Computer	45,559	45,000	35,000
Economic Development-Site Selector	9,179	15,000	12,000
Professional Services - Economic Devel.	83,352	105,000	87,000
City Economic Development	1,375	75,000	75,000
Community Survey	0	0	0
Professional Services - Social Services	67,961	60,000	63,000
Alcohol Treatment: Liquor Excise Tax	8,750	25,000	7,000
Alcohol Treatment: Liquor Profits	12,512	0	14,000
	<u>1,130,593</u>	<u>1,302,000</u>	<u>1,271,500</u>

090 - General Government**Intergovernmental Services**

Election Costs	50,184	80,000	57,000
Voter Registration	79,252	62,000	83,000
Taxes and assessments	8,536	7,000	8,600
Spokane County Air Pollution Authority	114,941	117,000	117,000
	<u>252,913</u>	<u>266,000</u>	<u>265,600</u>

Capital Outlays

PEG COSV Broadcast-Office Furn.	13,330	0	0
PEG COSV Broadcast-Software/hardware	47,095	0	0
PEG COSV Broadcast-Communication	5,357	0	0
Pavement Preservation	0	0	855,857
Copy Machine	0	20,000	2,000
Office Furniture & Equipment	0	35,000	3,500
Computer Software/Hardware	22,121	0	24,400
	<u>87,903</u>	<u>55,000</u>	<u>885,757</u>

Debt Service: Principal

Interest and Other Debt Service Costs	(952)	0	0
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Interfund Payments for Service

Interfund Transfer to ST Cap 2011+	1,084,681	0	0
Interfund Trf to #303-Street Capital	551,730	89,500	0
Interfund Trf to #309-Park Capital	100,000	100,000	50,000
Interfund Trf to #311-Pavement reservation	0	2,045,203	0
Interfund Trf to #312-Capital Reserve Fund	0	0	7,826,207
Interfund Trf to #502-Risk Management	319,000	319,000	319,000
	<u>2,055,411</u>	<u>2,553,703</u>	<u>8,195,207</u>

Total Governmental Division	<u>3,540,500</u>	<u>4,740,803</u>	<u>10,791,764</u>
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Fund: 101

Street Fund

Spokane Valley

Dept: 042

2013 Budget

101 - Street Fund

The Street Operating Program is established to provide 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 2012

- Updated the 2011 Street Master Plan.
- Optimized traffic signals on selected corridors.
- Applied for grants and work with various schools to install flashing beacons at crosswalks.
- Renewed Contracts with private contractors for street maintenance services.
- Outfitted the Maintenance Shop with Deicer tanks and a storage building for snow and ice operations.
- Completed several Pavement Preservation Projects.
- Continue to improve the efficiency of snow and ice operations.

Goals for 2013

- Optimize traffic signals on selected corridors .
- Apply for grants and work with various schools to install flashing beacons at crosswalks.
- Renew Contracts with private contractors for street maintenance services.
- Continue with the development and implementation of a winter operations program.

Personnel - FTE Equivalents

	2011 Actual	2012 Budget	2013 Proposed Budget
Senior Engineer - Traffic	1.0	1.0	1.0
Public Works Superintendent	1.0	1.0	1.0
Maintenance/Construction Inspector	1.0	1.5	2.5 *
Assistant Engineer - Traffic/Planning	2.0	1.0	1.0
Total FTEs	<u>5.0</u>	<u>4.5</u>	<u>5.5</u>
Interns	<u>1.0</u>	<u>1.0</u>	<u>1.0</u>

* For 0.5 FTE of the 2.5 FTEs, only 50% is budgeted to the Street Fund with the balance budgeted as part of the capital project funds

Budget Summary

Revenues			
Motor Vehicle Fuel Tax	\$ 1,857,708	\$ 1,897,800	\$ 1,861,100
Investment Interest	5,252	5,000	5,000
Utility Tax	2,880,963	3,000,000	2,900,000
Grants & Other Revenues	580,833	-	-
Total revenues	<u>\$ 5,324,755</u>	<u>\$ 4,902,800</u>	<u>\$ 4,766,100</u>
Expenditures			
Salaries, Wages, & Benefits	\$ 467,526	\$ 522,142	\$ 573,170
Supplies	84,185	72,200	72,200
Services & Charges	3,153,887	3,295,544	3,007,152
Intergovernmental Payments	712,919	851,000	851,000
Interfund Transfers	25,000	150,377	200,477
Nonrecurring Activities	1,467,707	540,000	200,000
Total expenditures	<u>\$ 5,911,224</u>	<u>\$ 5,431,263</u>	<u>\$ 4,903,999</u>
Revenues over (under) expenditures	(586,469)	(528,463)	(137,899)
Beginning fund balance	3,076,201	2,489,733	1,961,270
Ending fund balance	<u>\$ 2,489,733</u>	<u>\$ 1,961,270</u>	<u>\$ 1,823,371</u>

Fund: 103

Trails & Paths Fund

Spokane Valley

2013 Budget

103 - Trails & Paths Fund

The State of Washington collects a \$.375 per gallon motor vehicle fuel tax at the pump and remits \$.0296 of the tax back to cities on a per capita basis. For 2013 the Municipal Research and Services Center estimates the distribution back to cities will be \$20.64 per person. Based upon a City of Spokane Valley population of 90,550 (per the Washington State Office of Financial Management on April 1, 2012) we anticipate the City will collect \$1,868,900 in 2013. RCW 47.030.050 specifies that .42% of this tax must be expended for the construction of paths and trails and based upon the 2013 revenue estimate. This computes to \$7,800. The balance or \$1,861,100 will be credited to Fund #101 for Street maintenance and operations.

Budget Summary

	2011 Actual	2012 Budget	2013 Proposed Budget
Revenues			
Motor Vehicle Fuel (Gas) Tax	7,835	8,000	7,800
Investment Interest	63	0	0
Total revenues	7,898	8,000	7,800
Expenditures			
IF Transfer for Trails/Paths Cap Proj	0	0	0
Total expenditures	0	0	0
Revenues over (under) expenditures	7,898	8,000	7,800
Beginning fund balance	48,186	56,084	64,084
Ending fund balance	\$ 56,084	\$ 64,084	\$ 71,884

Fund: 105	Hotel/Motel Fund	Spokane Valley	
		2013 Budget	
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<u>105 - Hotel/Motel Fund</u>			
<p>The Hotel/Motel Fund accounts for the receipt and expenditure of a special excise tax of two percent 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 tourist promotion, acquisition or operation of tourism-related facilities, and marketing of special events and festivals designed to attract tourists.</p>			
<u>Budget Summary</u>			
	2011 Actual	2012 Budget	2013 Proposed Budget
Revenues			
Hotel/Motel Tax	457,603	430,000	460,000
Investment Interest	455	700	500
Total revenues	<u>458,058</u>	<u>430,700</u>	<u>460,500</u>
Expenditures			
Tourism Promotion	472,481	540,200	380,500
City Directed Marketing Efforts	0	0	50,000
Transfers out- #001	0	30,000	30,000
Total expenditures	<u>472,481</u>	<u>570,200</u>	<u>460,500</u>
Revenues over (under) expenditures	(14,423)	(139,500)	0
Beginning fund balance	272,356	257,933	118,433
Ending fund balance	<u>\$ 257,933</u>	<u>\$ 118,433</u>	<u>\$ 118,433</u>

Fund: 120	Center Place Operating Reserve Fund	Spokane Valley
		2013 Budget

120 - Center Place Operating Reserve Fund

The CenterPlace Operating Reserve Fund was established to provide an emergency revenue source for the recently completed facility.

Budget Summary

	2011 Actual	2012 Budget	2013 Proposed Budget
Revenues			
Investment Interest	0	700	500
Transfers-in	0	0	0
Total revenues	<u>0</u>	<u>700</u>	<u>500</u>
Expenditures			
Operations	<u>0</u>	<u>0</u>	<u>0</u>
Total expenditures	<u>0</u>	<u>0</u>	<u>0</u>
Revenues over (under) expenditures	0	700	500
Beginning fund balance	350,787	350,787	351,487
Ending fund balance	<u>\$ 350,787</u>	<u>\$ 351,487</u>	<u>\$ 351,987</u>

Fund: 121	Service Level Stabilization Reserve Fund	Spokane Valley
		2013 Budget

121 - Service Level Stabilization Reserve Fund

The Service Level Stabilization Reserve Fund was established to provide an emergency revenue source to maintain service levels in the event of a downturn in the local economy.

Budget Summary

	2011 Actual	2012 Budget	2013 Proposed Budget
Revenues			
Investment Interest	8,632	10,000	7,000
Transfer-in	0	0	0
Total revenues	<u>8,632</u>	<u>10,000</u>	<u>7,000</u>
Expenditures			
Operations	<u>0</u>	<u>0</u>	<u>0</u>
Total expenditures	<u>0</u>	<u>0</u>	<u>0</u>
Revenues over (under) expenditures	8,632	10,000	7,000
Beginning fund balance	5,423,328	5,432,428	5,442,428
Ending fund balance	<u>\$ 5,431,960</u>	<u>\$ 5,442,428</u>	<u>\$ 5,449,428</u>

Fund: 122		Winter Weather Reserve Fund		Spokane Valley	
				2013 Budget	
<u>122 - Winter Weather Reserve Fund</u>					
The Winter Weather Reserve Fund was established to provide emergency services during an unusually harsh winter.					
<u>Budget Summary</u>					
		2011 Actual	2012 Budget	2013 Proposed Budget	
Revenues					
	Investment Interest	837	700	700	
	Transfer-in	0	0	0	
	Total revenues	837	700	700	
Expenditures					
	Reserve for Winter Weather	0	0	0	
	Total expenditures	0	0	0	
Revenues over (under) expenditures		837	700	700	
Beginning fund balance		501,168	502,005	502,705	
Ending fund balance		\$ 502,005	\$ 502,705	\$ 503,405	

Fund: 123

Civic Facility Replacement Fund

Spokane Valley

2013 Budget

123 - Civic Facility Replacement Fund

This fund was initially created to set aside money for the eventual replacement of CenterPlace and the police precinct building located on on east Sprague Avenue and the source of funds has in prior years been an annual transfer from the General Fund. Beginning in 2013 however, the General Fund will no longer set money aside in this fund for future building replacement and will instead commit the entire fund balance of Fund #123 to a pavement preservation program that will be operated through Fund #311 - Pavement Preservation. This is in recognition of the fact that addressing deteriorating streets in a timely manner is a much higher priority in the present than setting money aside for buildings that will need replaced in the distant future. Related to this, the conclusion is that to both set money aside for the replacement of CenterPlace now while at the same time repaying the 2003 LTGO bonds (see Fund #204 discussion) that were issued to finance the construction of CenterPlace is essentially asking the same generation of taxpayers/citizens to pay for the same structure twice - the initial construction and the replacement.

Based upon the projected fund balance at the end of 2012 of \$2,403,848, we estimate we can sustain the \$616,284 transfer to Fund #311 for pavement preservation for 4 years.

Budget Summary

	2011 Actual	2012 Budget	2013 Proposed Budget
Revenues			
Investment Interest	1,989	2,000	1,600
Transfers-in- #001	394,600	397,000	0
Total revenues	396,589	399,000	1,600
Expenditures			
Transfers-out- #311	0	0	616,284
Total expenditures	0	0	616,284
Revenues over (under) expenditures	396,589	399,000	(614,684)
Beginning fund balance	1,608,259	2,004,848	2,403,848
Ending fund balance	\$ 2,004,848	\$ 2,403,848	\$ 1,789,164

204 - Limited Tax General Obligation (LTGO) - Debt Service Fund

This fund is used to account for the accumulation of resources for, and the payment of the 2003 nonvoted (LTGO) bonds issued by the City to construct the CenterPlace facility. These are limited tax general obligation bonds and as such, the full faith, credit and resources of the City have been irrevocably pledged for the timely payment of principal and interest, within constitutional and statutory limitations pertaining to non-voted general obligations.

The 2003 LTGO Bonds are 30-year bonds and are due to be paid-off in annual installments running through 2033. Annual debt service payments are financed through two sources:

- 1) Money received from the Spokane County Public Facilities District
- 2) A portion of the first and second 1/4% real estate excise tax (REET) that is transferred into this fund from City of Spokane Valley fund number 301 and 302.

Budget Summary

	2011 Actual	2012 Budget	2013 Proposed Budget
Revenues			
Spokane Public Facilities District	427,120	432,320	437,120
Transfer-in - #301	92,252	92,652	92,951
Transfer-in - #302	92,251	92,651	92,952
Total revenues	<u>611,623</u>	<u>617,623</u>	<u>623,023</u>
Expenditures			
Debt Service Payment - CenterPlace	427,470	432,320	437,120
Debt Service Payment - Roads	184,153	185,303	185,903
Total expenditures	<u>611,623</u>	<u>617,623</u>	<u>623,023</u>
Revenues over (under) expenditures	0	0	0
Beginning fund balance	<u>0</u>	<u>0</u>	<u>0</u>
Ending fund balance	<u>0</u>	<u>0</u>	<u>0</u>

301 Capital Projects Fund

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 a capital improvements plan. Revenues recorded in this fund are typically used as a matching fund for street related construction projects accounted for in Fund #303 - Street Capital Projects Fund, and to pay for a portion of the annual bond payment on the City's 2003 LTGO bonds that are accounted for in Fund #204 - LTGO Debt Service Fund. Beginning in 2013 revenues from this fund will be transferred to Fund #311 - Pavement Preservation Fund to provide partial financing towards the City's pavement preservation effort.

Budget Summary

	2011 Actual	2012 Budget	2013 Proposed Budget
Revenues			
REET 1 - Taxes	481,623	475,000	500,000
Investment Interest	1,518	400	500
Total revenues	<u>483,141</u>	<u>475,400</u>	<u>500,500</u>
Expenditures			
Intergovernmental Services	0	0	0
Transfer-out - #204	0	92,652	92,951
Transfer-out - #303	0	363,627	742,404
Transfer-out - #311 (<i>pavement preservation</i>)	0	0	150,000
Interfund Transfers	503,944	0	0
Total expenditures	<u>503,944</u>	<u>456,279</u>	<u>985,355</u>
Revenues over (under) expenditures	(20,803)	19,121	(484,855)
Beginning fund balance	792,875	772,072	791,193
Ending fund balance	<u>\$ 772,072</u>	<u>\$ 791,193</u>	<u>\$ 306,338</u>

Fund: 302**Special Capital Projects Fund****Spokane Valley****2013 Budget****302 - Special Capital Projects Funds**

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 be only be levied by cities that are planning under the Growth Management Act and may only be used to finance capital projects. Revenues recorded in this fund are typically used as a matching fund for street related construction projects accounted for in Fund #303 - Street Capital Projects Fund, and to pay for a portion of the annual bond payment on the City's 2003 LTGO bonds that are accounted for in Fund #204 - LTGO Debt Service Fund. Beginning in 2013 revenues from this fund will be transferred to Fund #311 - Pavement Preservation Fund to provide partial financing towards the City's pavement preservation effort.

Budget Summary

	2011 Actual	2012 Budget	2013 Proposed Budget
Revenues			
REET 2 - Taxes	479,129	475,000	500,000
Investment Interest	1,732	2,000	1,000
Total revenues	<u>480,861</u>	<u>477,000</u>	<u>501,000</u>
Expenditures			
Transfer-out - #204	92,251	92,651	92,952
Transfer-out - #303	1,045,677	1,448,059	617,479
Transfer-out - #307	45,714	0	0
Transfer-out - #311 (<i>pavement preservation</i>)	0	0	150,000
	<u>1,183,642</u>	<u>1,540,710</u>	<u>860,431</u>
Revenues over (under) expenditures	(702,781)	(1,063,710)	(359,431)
Beginning fund balance	2,333,084	1,630,303	566,593
Ending fund balance	<u>\$ 1,630,303</u>	<u>\$ 566,593</u>	<u>\$ 207,162</u>

Fund: 303**Street Capital Projects Fund****Spokane Valley****2013 Budget****303 - Street Capital Projects Funds**

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 represent 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 Capital Projects Fund #301, Special Capital Projects Fund #302 and sometimes Stormwater Management Fund #402.

Budget Summary

	2011 Actual	2012 Budget	2013 Proposed Budget
Revenues			
Grant Proceeds	3,297,974	7,828,118	6,597,842
Developer Contribution	91,268	275,000	0
Miscellaneous	1,590	0	0
Interfund Transfer-in - #001	551,730	89,000	0
Interfund Transfer-in - #301	259,060	363,627	742,404
Interfund Transfer-in - #302	1,036,178	1,448,059	617,479
Interfund Transfer-in - #311	0	811,000	0
Interfund Transfer-in - #401	56,862	0	0
Interfund Transfer-in	50,151	0	0
Total revenues	<u>5,344,813</u>	<u>10,814,804</u>	<u>7,957,725</u>
Expenditures			
Pines/Mansfield, Wilbur Rd. to Pines	22,743	463,312	300,000
Argonne Rd Corridor Upgrade SRTC 06-31	134,006	802,792	957,892
Pines (SR27) ITS Improvement SRTC 06-26	3,090	1,766,201	637,288
Broadway Avenue Safety Project Pines- Park	804,030	0	0
Sprague/Sullivan PCC Intersection	1,510	0	0
Park Road - #2 (PE Only) - Broadway to Indiana	122,989	0	0
Indiana Ave. Extension - 3600	1,358,038	0	0
Indiana /Sullivan Intersection PCC	1,252,581	0	0
Sprague Ave Resurfacing-Evergreen to Sullivan	44,360	1,582,000	188,745
Mission Ave -Flora to Barker	7,060	300,000	0
Park Rd RR Crossing Safety Improvements	25,839	0	0
Sullivan & Euclid PCC	25,923	26,289	139,332
Broadway @ Argonne/Mullan	42,888	138,150	219,599
Spokane Valley-Millwood Trail	3,770	447,000	200,000
24th Ave Sidewalk - Adams to Sullivan	1,696	278,520	15,000
Greenacres Trail - Design	44,787	60,000	0
In-House Design - Sidewalk Infill	7,851	398,250	337,507
Sidewalk & Transit Stop Accessibility	9,499	182,290	33,198
Sullivan Rd W Bridge Replacement	54,387	600,000	800,000
Mansfield Ave. Connection	477	738,000	1,012,924
Sullivan Rd W Bridge Temp Repairs	1,950	200,000	0
University Rd / I-90 Overpass Study	0	284,000	125,000
Evergreen - 16th to 32nd reconstruction	0	959,000	0
Pines Rd (SR27) & Grace Ave. Intersect study	0	0	98,100
City wide safety improvements	0	0	450,995
Wellesley Ave & Adams rd sidewalk	0	0	554,500
Argonne/Mullan corridor safety - Indiana to Broadway	0	0	104,460
Argonne Rd - Empire to Knox	0	0	172,785
Sprague ave ADA sdwlk improvement (Havana-Fancher)	0	0	110,400
STEP Projects (106,107,109,128,129,130,131)	1,375,148	0	0
Contingency	0	1,500,000	1,500,000
Misc. Road Projects	191	0	0
Total expenditures	<u>5,344,813</u>	<u>10,725,804</u>	<u>7,957,725</u>
Revenues over (under) expenditures	(0)	89,000	0
Beginning fund balance	73,456	73,456	162,456
Ending fund balance	<u>\$ 73,456</u>	<u>\$ 162,456</u>	<u>\$ 162,456</u>

Fund: 304**Mirabeau Point Capital Project Fund****Spokane Valley****2013 Budget****304 - Mirabeau Point Capital Project Fund**

Mirabeau Point is a multi-use regional project located at 2426 Discovery Place which is operated by the City. The bond sale proceeds were spent in 2003, 2004, and 2005. CenterPlace provides space for a Conference Center Wing, Senior Center Wing and a Great Room Wing.

The portion of CenterPlace used for the Conference Center Wing and Great Room Wing is developed as a "regional facility" as defined in RCW 36.100 and 35.57.020.

Budget Summary

	2011 Actual	2012 Budget	2013 Proposed Budget
Revenues			
Other Miscellaneous Revenue			
Investment Interest	0	14	0
Total revenues	0	14	0
Expenditures			
Capital Outlays	0	0	0
Transfers out- #309	0	44,361	0
Total expenditures	0	44,361	0
Revenues over (under) expenditures	0	(44,347)	0
Beginning fund balance	44,347	44,347	0
Ending fund balance	\$ 44,347	0	0

Fund: 307		Capital Grants Fund	Spokane Valley
			2013 Budget
<u>307 - Capital Grants Fund</u>			
The Capital Grants Fund accounts for capital improvement projects funded partially by grant proceeds from other governmental agencies, such as Transportation Improvement Board, Spokane Transit Authority, Surface Transportation Program, and Community Development Block Grant. Revenues to this fund are from grant proceeds and transfers from other special revenue funds.			
<u>Budget Summary</u>			
	2011 Actual	2012 Budget	2013 Proposed Budget
Revenues			
Grant Proceeds	20,103	0	0
Miscellaneous	18	0	0
Interfund Transfer-in-#302	45,714	0	0
Interfund Transfer-in-#102	49,518	0	0
Total revenues	115,353	0	0
Expenditures			
Broadway - Moore to Flora	115,335	0	0
Total expenditures	115,335	0	0
Revenues over (under) expenditures	18	0	0
Beginning fund balance	129	147	147
Ending fund balance	\$ 147	\$ 147	\$ 147

Fund: 308		Barker Bridge Fund	Spokane Valley
			2013 Budget
<u>308 - Barker Bridge Fund</u>			
<u>Budget Summary</u>			
	2011 Actual	2012 Budget	2013 Proposed Budget
Revenues			
Miscellaneous	765	0	0
Interfund Transfer-in- #301	133,588	0	0
Total revenues	134,353	0	0
Expenditures			
Bridge Reconstruction	134,353	0	0
Total expenditures	134,353	0	0
Revenues over (under) expenditures	0	0	0
Beginning fund balance	0	0	0
Ending fund balance	0	0	0

Fund: 309**Parks Capital Projects Fund****Spokane Valley****2013 Budget****309 - Parks Capital Projects Fund**

The Parks Capital Projects Fund is specifically designated for Parks and Recreation Capital improvements.

Budget Summary

	2011 Actual	2012 Budget	2013 Proposed Budget
Revenues			
Grant Proceeds	496,250	0	0
Transfer-in- #001	100,000	129,202	50,000
Transfer-in- #304	0	44,361	0
Investment Interest	1,735	0	0
Total revenues	<u>597,985</u>	<u>173,563</u>	<u>50,000</u>
Expenditures			
Terrace View Park Play Equipment	0	120,000	0
Contingency	0	50,000	0
CenterPlace S. Landscape development project	0	73,563	0
Capital	0	0	50,000
Greenacres Park	1,436,199	0	0
Total expenditures	<u>1,436,199</u>	<u>243,563</u>	<u>50,000</u>
Revenues over (under) expenditures	(838,214)	(70,000)	0
Beginning fund balance	1,249,365	411,151	341,151
Ending fund balance	<u>\$ 411,151</u>	<u>\$ 341,151</u>	<u>\$ 341,151</u>

310 - Civic Facilities Capital Projects Fund

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, rather than have lengthy patches in streets, the City opted to completely reconstruct them.

In 2012 the City opted to use this fund to finance a variety of items including a \$120,000 west gateway project at Thierman; and two street reconstruction projects including one located at 48th and Sundown, the cost of which was partially offset by a contribution from Spokane County. Additionally, the City will expend up to \$30,000 in professional services costs that have lead to the City opting to purchase for \$2,500,000 an 8.4 acre parcel of land on Sprague Avenue that is adjacent to Balfour Park. Partially offsetting the cost of the land acquisition cost is a \$744,048 receipt from the Spokane County Library District who will acquire 2.5 of the 8.4 acres initially purchased by the City where they plan to ultimately construct a library building of no less than 30,000 square feet. In order for the library to actually construct a new building on this site, they must first have a successful voted bond issue to provide the necessary financing. In the event the Library District is unable to pass a bond within five-years, they will transfer the property back to the City at the same price it paid for the property, or the \$744,048.

Budget Summary

	2011 Actual	2012 Budget	2013 Proposed Budget
Revenues			
Investment Interest	8,609	6,000	0
Spokane Cnty reimb on STEP-48th & Sundown	0	78,500	0
Spokane County Library District	0	744,048	
Total revenues	<u>8,609</u>	<u>828,548</u>	<u>0</u>
Expenditures			
West Gateway at Thierman	500,000	120,000	0
STEP - Greenhaven	0	118,000	0
STEP - 48th & Sundown	0	173,500	0
Prof Svc related to potential Sprague property acquisition	0	30,000	0
Acquisition of Sprague property	0	2,500,000	0
Interfund Transfers-out- #001	551,730	0	0
Total expenditures	<u>1,051,730</u>	<u>2,941,500</u>	<u>0</u>
Revenues over (under) expenditures	(1,043,121)	(2,112,952)	0
Beginning fund balance	4,899,744	3,856,623	1,743,671
Ending fund balance	<u>\$ 3,856,623</u>	<u>\$ 1,743,671</u>	<u>\$ 1,743,671</u>

311 - Pavement Preservation

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. During the 2011 Budget the City Council opted to make an initial transfer of \$500,000 from the General Fund to this Fund #311, and additionally transfer from the General Fund an amount equal to 40% of the General Fund's audited fund balance that exceeded \$26,000,000 as of December 31, 2010. The 2010 ending fund balance was \$27,461,703 which resulted in an additional 2011 transfer of \$548,681 (computed as (\$27,461,703 - \$26,000,000) x 40%).

In the 2012 Budget the City council opted to transfer 100% of the General Fund unreserved fund balance in excess of \$26,000,000 to Fund #311 which computed out to \$2,045,203 (= \$28,045,203 - \$26,000,000). This figure, coupled with the transfers from 2011 resulted in a 2012 appropriation of \$3,129,883 to be directed towards a variety of pavement preservation and street construction projects.

In the 2013 Budget the City has committed to financing pavement preservation at a level equivalent to 6% of 2013 General Fund recurring expenditures which computes out to \$2,054,141 (= \$34,235,677 x 6%). This will be funded with an appropriation of \$855,857 in the General Fund and an additional appropriation of \$1,198,284 Fund #311. Sources of financing for the fund #311 appropriation include transfers-in from Fund #101 of \$282,000; #123 of \$616,284; #301 of \$150,000 and #302 of \$150,000.

Financing pavement preservation at an amount equivalent to 6% of General Fund expenditures through the aforementioned plan is sustainable for approximately 4-years, which will coincide with the ultimate exhaustion of the Fund #123 fund balance. Beyond that point, we anticipate the financial commitment to pavement preservation is sustainable at an annual level of no less than \$1,437,857 including \$855,587 from the General Fund #001; \$282,000 from the Street Fund #101; \$150,000 from the Capital Projects Fund #301; and \$150,000 from the Special Capital Projects Fund #302.

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 reappropriation in subsequent years.

Please see the following page for a list of proposed / potential projects in 2013

Budget Summary

	2011 Actual	2012 Budget	2013 Proposed Budget
Revenues			
Transfers in - #001	500,000	0	0
Transfers in - #001 (40%>\$26mm)	584,681	0	0
Transfers in - #001 (100%>\$26mm)	0	2,045,203	0
Transfers in - #101	0	0	282,000
Transfers in - #123	0	0	616,284
Transfers in - #301	0	0	150,000
Transfers in - #302	0	0	150,000
Investment Interest	0	2,200	0
Total revenues	1,084,681	2,047,403	1,198,284
Expenditures			
Pavement preservation	0	0	1,198,284
Transfers out - #303 - Sullivan Brdg Rpr	0	200,000	0
Transfers out - #303 - Evergreen 16-32	0	111,000	0
2012 Pavement Preservation - Phase 1 & 2	0	2,818,883	0
Total expenditures	0	3,129,883	1,198,284
Revenues over (under) expenditures	1,084,681	(1,082,480)	0
Beginning fund balance	0	1,084,681	2,201
Ending fund balance	\$ 1,084,681	\$ 2,201	\$ 2,201

Fund: 311

Pavement Preservation Fund

Spokane Valley

2013 Budget

311 - Pavement Preservation (continued)

Based upon recommendations in the Pavement Management Plan Update 2011 along with field verification by Public Works staff we are recommending the following preliminary project list of pavement preservation projects for 2013:

STREET	FROM	TO
Sullivan Road	Indiana Avenue	Euclid Avenue
Carnahan Road	8 th Avenue	End
Sprague Avenue*	Herald Road	University Avenue
Sprague Avenue	Farr Road	Herald Road
8 th Avenue	McKinnon Road	Fancher Road
Argonne Road	Sprague Avenue	Broadway Avenue
Sprague Avenue (EB Only)*	Havana Street	Fancher Road
Sprague Avenue	Fancher Road	Dollar Road
Sullivan Road	Euclid Avenue	Trent Avenue

*These are projects recommended by SRTC staff for grant funding.

If construction bids are lower than our estimates or if grant money is received, then the following list of projects would be recommended for additional pavement preservation projects in 2013:

STREET	FROM	TO
Appleway Blvd	Thierman	Park road
32 nd Avenue	University Avenue	Bowdish Road
Blake Road	Saltese Road	24 th Avenue
Saltese Road	16 th Avenue	McDonald Road
24 th Avenue	Pines Road	McDonald Road
Park Road	Valleyway Avenue	Broadway Avenue
Adams Road**	Sprague Avenue	2 nd Avenue
Adams Road**	2 nd Avenue	4 th Avenue

**These are projects eligible for CDBG funding

Please note: Further investigation, testing and evaluation will be necessary to finalize these lists.

312 - Capital Reserve Fund

This is a new fund created in 2013 and it will be used to account for the accumulation of resources for a number of future capital projects. Source of financing in 2013 is a transfer of a portion of the General Fund fund balance in the amount of \$7,826,207. Projects for which resources of this fund are intended include:

- The replacement of the western most portion of the Sullivan Street Bridge that accomodates southbound traffic. Total project cost is estimated to be \$19.75 million and the City has thus far received \$10.0 million in grant commitments to complete the project.
- The acquisition or construction of a City Hall building.
- Development of a joint library and City park site.

Budget Summary

	2011 Actual	2012 Budget	2013 Proposed Budget
Revenues			
Transfers-in #001	0	0	7,826,207
Investment Interest	0	0	0
Total revenues	0	0	7,826,207
Expenditures			
Capital Outlays	0	0	0
Total expenditures	0	0	0
Revenues over (under) expenditures	0	0	7,826,207
Beginning fund balance	0	0	0
Ending fund balance	0	0	\$ 7,826,207

402 - Stormwater Management Fund

The Stormwater Management fund accounts for receipt and expenditure of the Stormwater fee. This fee is levied on an annual basis based upon a number of equivalent residential units attached to the parcel.

The stormwater funds are used for stormwater management, maintenance and construction of the City's stormwater system.

Accomplishments for 2012

- Won grant to install swales on Sprague Ave, expedited design/construction for 2012
- Won grant and started design work with WSDOT to build a Valley regional decant facility
- Designed/Constructed stormwater improvements (Pines/Alki, Dishman-Mica/Appleway)
- Completed/implemented tasks associated with the State mandated Phase II Stormwater Permit
- Continued assessment work on State mandated Underground Injection Control Program
- Completed stormwater assessment rolls, updated the commercial impervious surfaces map
- Bid contracts for Landscaping, and Structure Cleaning Services; renewed sweeping contract
- Secured grant dollars to support sweeping operations

Goals for 2013

- Develop and implement ongoing structure inspection program and populate GIS database
- Complete Underground Injection Control (UIC) Assessment and Retrofit Plan
- Eliminate stormwater discharges to the Spokane River from Sullivan bridges
- Continue development and refining a Stormwater Capital Improvement Program
- Continue work with WSDOT to build a decant facility to process/dispose liquid and solid stormdrain debris

Personnel - EFT Equivalents

	2011 Actual	2012 Budget	2013 Proposed Budget
Engineer	1.0	1.0	1.0
Engineering Technician II	1.0	1.0	1.0
Assistant Engineer	1.0	1.0	1.0
Maintenance/Construction Inspector	1.0	1.5	1.5
Total FTEs	4.0	4.5	4.5
Interns	2.0	2.0	2.0

Budget Summary

Revenues			
Stormwater Management fees	1,785,381	1,750,000	1,800,000
Investment Interest	2,833	5,000	1,800
Miscellaneous	47,571	0	0
Nonrecurring Grant Proceeds	373,861	153,667	200,000
Total revenues	2,209,646	1,908,667	2,001,800
Expenditures			
Salaries, Wages, & Benefits	417,874	438,614	475,604
Supplies	13,427	32,540	16,300
Services & Charges	1,017,181	1,244,287	1,132,687
Intergovernmental Services	23,076	23,000	23,000
Transfers out- #001	0	15,000	13,400
Capital - various projects	70,248	0	0
Street/Storm maintenance facility	91,211	400,000	150,000
Sullivan Bridge Drain Retrofit	0	0	267,000
Total Expenditures	1,633,017	2,153,441	2,077,991
Revenues over (under) expenditures	576,629	(244,774)	(76,191)
Beginning working capital		2,382,660	2,137,886
Ending working capital		\$ 2,137,886	\$ 2,061,695

Fund: 403**Aquifer Protection Area****Spokane Valley****2013 Budget****403 - Aquifer Protection Area**

The Aquifer Protection Area Fund was created in 2011 to account for aquifer protection area fees collected by Spokane County and remitted to the City. Historically, Spokane County has collected the fee from local residents and expended the proceeds on projects in Spokane Valley. By mutual agreement, beginning in 2011 all monies collected by the County are now remitted to the City for use in City directed projects that will protect the aquifer.

We estimate the fees will generate annual revenue of approximately \$500,000.

Budget Summary

	2011 Actual	2012 Budget	2013 Proposed Budget
Revenues			
Spokane County	417,326	500,000	500,000
Grant - Sprague Swales	0	666,622	0
Investment Interest	0	2,500	1,000
Total Revenues	<u>417,326</u>	<u>1,169,122</u>	<u>501,000</u>
Expenditures			
Sprague Swales	0	1,171,411	0
Capital Outlay	0	0	500,000
Total Expenditures	<u>0</u>	<u>1,171,411</u>	<u>500,000</u>
Revenues over (under) expenditures	<u>417,326</u>	(2,289)	1,000
Beginning working capital		417,326	415,037
Ending working capital		<u>\$ 415,037</u>	<u>\$ 416,037</u>

501 - Equipment Rental & Replacement Fund

The Equipment Rental & Replacement Fund (ER&R) accounts for the cost of maintaining and replacing City vehicles and equipment for all City departments. The ER&R fund is an Internal Service fund. The fund accumulates the resources for vehicle and equipment replacements in the fund. The funds or departments using the vehicle or equipment pay the scheduled replacement fee. Replacement funds are being collected on the telephone system, computer network system, desktop computers, and vehicles. Maintenance and service charges for copiers, telephones, and the internet are also charged to funds through this department. The fund also finances and administers a fleet of pool cars for use by City departments.

The 2013 Budget includes an appropriation of \$50,000 to replace two 2003 S10 Chevy pickups with perhaps two smaller SUVs. An SUV type vehicle is preferred because gear can be more safely stored in the back and not subjected to weather conditions. The reason for the replacement is the two pickups are becoming less reliable and costly to maintain including collectively nearly \$5,000 in repairs in 2012 alone.

Budget Summary

	2011 Actual	2012 Budget	2013 Proposed Budget
Revenues			
Interfund Transfer-in - #001	15,400	0	15,400
Interfund Transfer-in - #101	0	0	10,777
Interfund Transfer-in - #101 (plow replace.)	9,100	100,000	150,000
Interfund Transfer-in - #402	0	0	1,567
Investment Interest	1,456	0	1,000
Total Revenues	<u>25,956</u>	<u>100,000</u>	<u>178,744</u>
Expenditures			
Computer replacement lease	0	0	0
Software/Hardware replacement	0	0	0
Snow plow replacement	0	0	0
Vehicle Replacement	0	0	50,000
Total Expenditures	<u>0</u>	<u>0</u>	<u>50,000</u>
Revenues over (under) expenditures	<u>25,956</u>	100,000	128,744
Beginning working capital		932,335	1,032,335
Ending working capital		<u>\$ 1,032,335</u>	<u>\$ 1,161,079</u>

Fund: 502**Risk Management Fund****Spokane Valley****2013 Budget****502 - Risk Management Fund**

The City of Spokane Valley Risk Management Fund is established to account for insurance costs, claims settlement and administration of a Risk Management Safety Program.

This fund also accounts for the funding of unemployment claims through the State of Washington.

Budget Summary

	2011 Actual	2012 Budget	2013 Proposed Budget
Revenues			
Interfund Transfer - #001	319,000	319,000	319,000
Investment Interest	25	0	0
Total Revenues	<u>319,025</u>	<u>319,000</u>	<u>319,000</u>
Expenditures			
Auto & Property insurance	<u>308,855</u>	<u>319,000</u>	<u>319,000</u>
Total Expenditures	<u>308,855</u>	<u>319,000</u>	<u>319,000</u>
Revenues over (under) expenditures	10,170	0	0
Beginning working capital	20,420	30,590	30,590
Ending working capital	<u>\$ 30,590</u>	<u>\$ 30,590</u>	<u>\$ 30,590</u>

**City of Spokane Valley
Capital Expenditures for 2013**

Department	Capital Outlay Description	2013 Proposed Budget	301 Real Estate Excise Tax 1	302 Real Estate Excise Tax 2	Surface Transportatio n Program	Congestion Managemen t Air Quality	Highway Safety Improvement Program	FTA through Spokane Transit Authority	TIB: SP	BR	Safe Routes to School (State)	WA Dept. of Ecology	CDBG	Various Grant Sources
			City Funds		Grants									
101 Street Fund														
0133	Sprague Ave ITS													
	Truck Wash Facility	-										-		
	101 Street Fund Subtotal	\$ -	-	-	-	-	-	-	-	-	-	-	-	-
303 Street Capital Fund														
CIP #	<u>Road Design & Construction Projects</u>													
0005	Pines / Mansfield Wilbur Rd to Pines	\$ 300,000	300,000											
0060	Argonne Road - 190 to Trent	\$ 957,892	129,269			828,623								
0061	Pines (SR27) ITS Improvements	\$ 637,288	86,034			551,254								
0115	Sprague Ave. Resurfacing - Evergreen to Sullivan	\$ 188,745	37,749						150,996					
0141	Sullivan Rd/Euclid PCC (PE/RW)	\$ 139,332		18,810	120,522									
0142	Broadway @ Argonne & Mullan PCC int. (PE/RW)	\$ 219,599	29,646		189,953									
0145	Spokane Valley-Millwood Trail	\$ 200,000			200,000									
0146	24th Ave Sidewalk Adams to Sullivan	\$ 15,000	7,788						7,212					
0148	Greenacres Trail - Design	\$ -												
0149	Sidewalk Infill	\$ 337,507		69,331		268,176								
0154	Sidewalk & Transit Stop Accessibility	\$ 33,198		98				33,100						
0155	Sullivan Rd W Bridge Replacement	\$ 800,000		160,000						640,000				
0156	Mansfield Ave Connection	\$ 1,012,924		136,745		876,179								
0159	University Rd/I-90 Overpass Study	\$ 125,000	16,875			108,125								
0166	Pines Rd (SR27) & Grace Ave. Intersection Safety	\$ 98,100					98,100							
0167	Citywide Safety Improvements	\$ 450,995		53,495			397,500							
0168	Wellesley Ave Sidewalk & Adams Rd Sidewalk	\$ 554,500		4,000							550,500			
0169	Argonne/Mullan Corridor Safety - Indiana to Broadway	\$ 104,460					104,460							
0170	Argonne Road - Empire to Knox	\$ 172,785					172,785							
0171	Sprague Ave ADA Sidewalk Improvments (Havana to Fanch	\$ 110,400	10,043										100,357	
	Contingency ¹	\$ -												
		\$ 1,500,000	125,000	175,000										1,200,000
	303 Street Capital Fund Subtotal	\$ 7,957,725	742,404	617,479	510,475	2,632,357	772,845	33,100	158,208	640,000	550,500	-	100,357	1,200,000
309 Parks Capital Projects ²														
	Capital	\$ 50,000												
	309 Parks Capital Projects Subtotal	\$ 50,000	-	-	-	-	-	-	-	-	-	-	-	-
Pavement Preservation														
001	General Fund	855,857												
311	Pavement Preservation Fund	1,198,284												
	311 Pavement Preservation Subtotal	\$ 2,054,141	-	-	-	-	-	-	-	-	-	-	-	-
402 Stormwater Management Fund														
0150	Sullivan Rd, Bridge Drain Retrofit	267,000									200,000			
	Capital - Various	150,000												
	402 Stormwater Management Fund Subtotal	\$ 417,000	-	-	-	-	-	-	-	-	200,000	-	-	-
403 Aquifer Protection Area Fund														
	Capital - Various	90,000												
	14th Ave Custer to Carnahan	200,000												
	Bettman-Dickey Storm Drain	210,000												
	403 Aquifer Protection Area Fund Subtotal	\$ 500,000	-	-	-	-	-	-	-	-	-	-	-	-
501 Vehicle Replacement														
	Snowplow	-												
	Replace Comm. Dev. Pick-up	25,000												
	Replace Comm. Dev. Pick-up	25,000												
	501 Vehicle Replacement Subtotal	\$ 50,000	-	-	-	-	-	-	-	-	-	-	-	-
	Total Capital Expenditures	\$ 11,028,866	\$ 742,404	\$ 617,479	\$ 510,475	\$ 2,632,357	\$ 772,845	\$ 33,100	\$ 158,208	\$ 640,000	\$ 550,500	\$ 200,000	\$ 100,357	\$ 1,200,000

¹ Contingency amount is to cover unforeseen overruns, costs related to projects that were expected to complete in 2012 and the costs of projects that have not yet had funding sources identified.

² Amounts not assigned to a city fund or a grant source will be paid by the fund the project is listed under.

CITY OF SPOKANE VALLEY, WA
Full Time Equivalent Employees

	Adopted Budgets				Proposed	Difference from 2012 to 2013 + (-)
	2009	2010	2011	2012	2013	
#001 - General Fund						
City Manager / City Clerk	5	5	5	5	5	
Legal	3	3	3	3	3	
Deputy City Manager	8	8	7	7	6	(1.000)
Finance	10	12	11	11	10.75	(0.250)
Human Resources	2	2	2	2	2	
Public Works	7.5	7.5	7.5	7	7	
CD - Administration	3	3	3	3	2	(1.000)
CD - Engineering	8	8	6	6	8	2.000
CD - Planning	9	9	8.5	8.5	8	(0.500)
CD - Building	14.75	14.75	12.75	12.75	11.5	(1.250)
Parks & Rec - Admin	2	2	2	2	2	
Parks & Rec - Recreation	1	1	1	1	1	
Parks & Rec - Senior Cntr	1	1	1	1	1	
Parks & Rec - CenterPlace	7	7	5	5	5	
Total General Fund	81.25	83.25	74.75	74.25	72.250	(2.000)
#101 - Street Fund						
	5	5	4.5	5	5	
#303 - Street Capital Project Fund	3.5	3.5	3.5	3.5	3.5	
#402 - Storm Water Fund	4	4	4.5	4.5	4.5	
Total FTEs	93.75	95.75	87.25	87.25	85.250	

2012 Work Force Comparison:

The 29 Washington Communities with a Population of 30,000 to 100,000

CITY	POPULATION	FULL-TIME	PART-TIME
Bellingham	81,360	753	36
Yakima	91,930	680	18
Renton	93,910	659	15
Redmond	55,360	591	33
Olympia	47,500	531	11
Kirkland	81,480	494	52
Richland	49,890	458	31
Auburn	71,240	414	4
Kennewick	75,160	326	8
Lynnwood	35,900	309	17
Bremerton	39,650	306	20
Federal Way	89,460	282	15
Longview	36,910	281	9
Bothell	34,000	277	16
Pasco	62,670	277	8
Puyallup	37,620	273	10
Lacey	43,600	250	5
Walla Walla	31,740	240	14
Marysville	61,360	234	8
Lakewood	58,260	231	8
Issaquah	31,150	221	24
Edmonds	39,800	201	6
Mount Vernon	32,250	190	24
Wenatchee	32,400	175	4
Shoreline	53,270	124	14
Spokane Valley	90,550	85	4
Sammamish	47,420	67	4
Burien	47,730	57	10
University Place	31,270	47	5
AVERAGE	54,650	311	15

Source: Association of Washington Cities Survey: 2012 Full Time

July, 2012

Appendix A
EMPLOYEE POSITION CLASSIFICATION
MONTHLY SALARY SCHEDULE
2012 Salary Schedule
Effective 1/1/2012

Position Title	Grade	2012 Range	
City Manager		Unclassified	
Deputy City Manager	21-22	8,888.29 - 12,661.08	*
City Attorney	21	8,888.39 - 11,395.08	*
Community Development Director	21	8,888.39 - 11,395.08	*
Finance Director	21	8,888.39 - 11,395.08	*
Public Works Director	21	8,888.39 - 11,395.08	*
Parks and Recreation Director	19	7,199.37 - 9,230.79	*
Human Resources Manager	18	6,480.26 - 8,307.29	*
Planning Manager	18	6,480.26 - 8,307.29	*
Building Official	18	6,480.26 - 8,307.29	*
Senior Engineer - Capital Projects, Development	18	6,480.26 - 8,307.29	*
Deputy City Attorney	18	6,480.26 - 8,307.29	*
Senior Engineer - Traffic, CIP Planning/Grants	17	5,831.91 - 7,476.25	*
Accounting Manager	17	5,831.91 - 7,476.25	
City Clerk	16	5,248.20 - 6,728.20	*
Engineer	16	5,248.20 - 6,728.20	
Senior Plans Examiner	16	5,248.20 - 6,728.20	*
Public Works Superintendent	16	5,248.20 - 6,728.20	*
Senior Administrative Analyst	16	5,248.20 - 6,728.20	
Senior Planner	16	5,248.20 - 6,728.20	
Associate Planner	15	4,724.02 - 6,055.80	
CenterPlace Coordinator	15	4,724.02 - 6,055.80	
Assistant Engineer	15	4,724.02 - 6,055.80	
IT Specialist	15	4,724.02 - 6,055.80	
Engineering Technician II	15	4,724.02 - 6,055.80	
GIS/Database Administrator	15	4,724.02 - 6,055.80	
Human Resource Analyst	14	4,251.88 - 5,450.64	*
Accountant/Budget Analyst	14	4,251.88 - 5,450.64	*
Administrative Analyst	14	4,251.88 - 5,450.64	
Assistant Planner	14	4,251.88 - 5,450.64	
Building Inspector II	14	4,251.88 - 5,450.64	
Plans Examiner	14	4,251.88 - 5,450.64	
Public Information Officer	14	4,251.88 - 5,450.64	
Engineering Technician I	14	4,251.88 - 5,450.64	
Senior Permit Specialist	14	4,251.88 - 5,450.64	
Maintenance/Construction Inspector	13-14	3,826.38 - 5,450.64	
Recreation Coordinator	13-14	3,826.38 - 5,450.64	
Customer Relations/Facilities Coordinator	13	3,826.38 - 4,905.37	
Code Enforcement Officer	13	3,826.38 - 4,905.37	
Building Inspector I	13	3,826.38 - 4,905.37	
Planning Technician	13	3,826.38 - 4,905.37	
Deputy City Clerk	12-13	3,445.00 - 4,905.37	*
Senior Center Specialist	12-13	3,445.00 - 4,905.37	
Human Resources Technician	12-13	3,445.00 - 4,905.37	*
Administrative Assistant	11-12	3,099.55 - 4,414.73	*
Permit Specialist	11-12	3,099.55 - 4,414.73	
Accounting Technician	11-12	3,099.55 - 4,414.73	
Maintenance Worker	11-12	3,099.55 - 4,414.73	
Office Assistant II	10-11	2,789.41 - 3,973.46	
Custodian	10	2,789.41 - 3,973.46	
Office Assistant I	9-10	2,510.78 - 3,575.28	

* The pay grades for positions not represented by the Union are 2.5% lower than reflected above because they were not increased by the 2.5% COLA on January 1, 2011

Note:

The current labor contract expires December 31, 2012, and consequently, rather than estimate 2013 wage rates we have elected to include the wage classification scale that was in effect for 2012.

CITY OF SPOKANE VALLEY

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. 12-024**

AN ORDINANCE OF THE CITY OF SPOKANE VALLEY, SPOKANE COUNTY, WASHINGTON, ADOPTING A BUDGET FOR THE PERIOD JANUARY 1, 2013 THROUGH DECEMBER 31, 2013; APPROPRIATING FUNDS; CREATING NEW FUNDS: 312-CAPITAL RESERVE; RENAMING FUNDS: 311-PAVEMENT PRESERVATION; 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 sixty (60) days before the beginning of the City fiscal year beginning January 1, 2013 and ending December 31, 2013; 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 August 28, September 25 and October 9, 2012. The City Council met and received 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; and three public hearings on the budget were conducted following proper notice; and

WHEREAS, the City Council desires to adopt the 2013 budget, including all allowances, and an appropriation for each fund; and

WHEREAS, the City of Spokane Valley property tax levy in 2012 for collection in 2013, will be \$10,818,717, which represents a 0% increase in the 2013 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 2013 Budget. The budget for the City of Spokane Valley for the year 2013 is adopted at the fund level. The final budget for 2013 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:

Title	Estimated Beginning Fund Balance	Revenues	Total Sources	Appropriations	Estimated Ending Fund Balance
001 General Fund	\$25,630,608	\$35,124,700	\$60,755,308	\$42,967,741	\$17,787,567
101 Street Fund	1,961,271	4,766,100	6,727,371	4,903,999	1,823,372
103 Paths & Trails Fund	64,084	7,800	71,884	0	71,884
105 Hotel/Motel Fund	118,432	460,500	578,932	460,500	118,432
120 CenterPlace Operating Reserve Fund	351,487	500	351,987	0	351,987
121 Service Level Stabilization Fund	5,442,428	7,000	5,449,428	0	5,449,428
122 Winter Weather Reserve Fund	502,705	700	503,405	0	503,405
123 City Facilities Repair & Replacement	2,403,848	1,600	2,405,448	616,284	1,789,164
204 Debt Service LTGO 03	0	623,023	623,023	623,023	0
301 Capital Projects Fund	791,193	500,500	1,291,693	985,355	306,338
302 Special Capital Projects	566,593	501,000	1,067,593	860,431	207,162
303 Street Capital Projects	162,646	7,957,725	8,120,371	7,957,725	162,646
304 Mirabeau Projects Fund	0	0	0	0	0
307 Capital Grants Fund	147	0	147	0	147
309 Parks Capital Projects Fund	341,151	50,000	391,151	50,000	341,151
310 Civic Facilities Capital Projects Fund	1,743,671	0	1,743,671	0	1,743,671
311 Pavement Preservation Fund	2,201	1,198,284	1,200,485	1,198,284	2,201
312 Capital Reserve Fund	0	7,826,207	7,826,207	0	7,826,207
402 Stormwater Management	2,137,886	2,001,800	4,139,686	2,077,991	2,061,695
403 Aquifer Protection Area	415,037	501,000	916,037	500,000	416,037
501 Equipment Rental & Replacement Fund	1,032,335	178,744	1,211,079	50,000	1,161,079
502 Risk Management Fund	30,590	319,000	349,590	319,000	30,590
Total of all Funds	\$43,698,313	\$62,026,183	\$105,724,496	\$63,570,333	\$42,154,163

The total balance of all funds appropriated for 2013 is \$63,570,333.

Section 2. Creating Fund 312. There is hereby created Fund 312 Capital Reserve Fund which will be used to accumulate resources for the replacement of a portion of the Sullivan Street Bridge, the acquisition or construction of a City Hall building, and the development of a joint library and City park site.

Section 3. Renaming Fund 311. Fund 311, entitled "Street Capital Improvement 2011+" is hereby renamed "Pavement Preservation Fund."

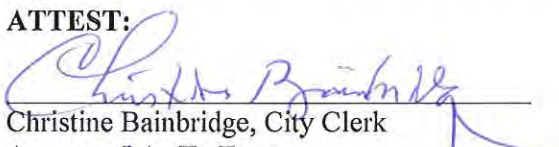
Section 4. Transmittal of Budget. A complete copy of the budget as adopted, together with a copy of this Ordinance shall be transmitted by the City Clerk to the Division of Municipal Corporations in the Office of the State Auditor and to the Association of Washington Cities.

Section 5. 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 6. 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.

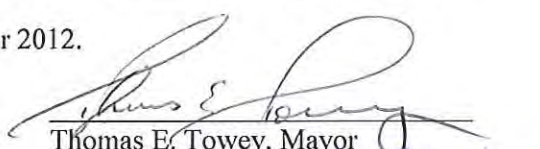
PASSED by the City Council this 30th day of October 2012.

ATTEST:


Christine Bainbridge, City Clerk

Approved As To Form:


Office of the City Attorney


Thomas E. Towey, Mayor

Date of Publication: 11-9-2012

Effective Date: 11-14-2012