

2017 BUDGET QUESTION AND REQUEST FORM

DATE: 18-Oct-16

Requestor: Chris Kaminskas

Question or Budget Adjustment Request:

What will the financial impact be if I-1433 passes? This State Initiative would increase the minimum wage to \$11.00 an hour in 2017.

Budget Adjustment Amount: \$

FUND # or Budget Line Item:

FOR ADMIN USE ONLY
Received Date: 10-18-2016
Response or Action:
<i>In 2017, the impact of I-1433 will be \$30,000 in additional wages based on our current projected hours for Parks and Golf. These two programs will have the most immediate impact. In 2018, the minimum wage increases to \$11.50. Estimate impact would be in the \$15K to \$20K. By 2020, the minimum wage would be \$13.50. The current 2017 budget does not reflect this initiative. If it passes on 11-8-2016, than the 2017 Budget will need to be adjusted to account for the increase.</i>
MBQ# _____ #1 _____

(if extra space is needed, please use the back of this document add an attachment)

Once completed, please send them to the Finance Director

2017 BUDGET QUESTION AND REQUEST FORM

DATE: 23-Oct-16

Requestor: DUNNE

Question or Budget Adjustment Request:

Page 32/33 are great pie charts (one-time relative comparisons) of operating expense and revenue. Is it possible to prepare a bar chart illustrating the change of those values (greater than 1%) over time: specifically: 1) 2014 Actual, 2) 2015 Actual 3) 2016 Budget 4) 2017 Proposed

Budget Adjustment Amount: \$

FUND # or Budget Line Item:

FOR ADMIN USE ONLY

Received Date: 10-24-2016

Response or Action:

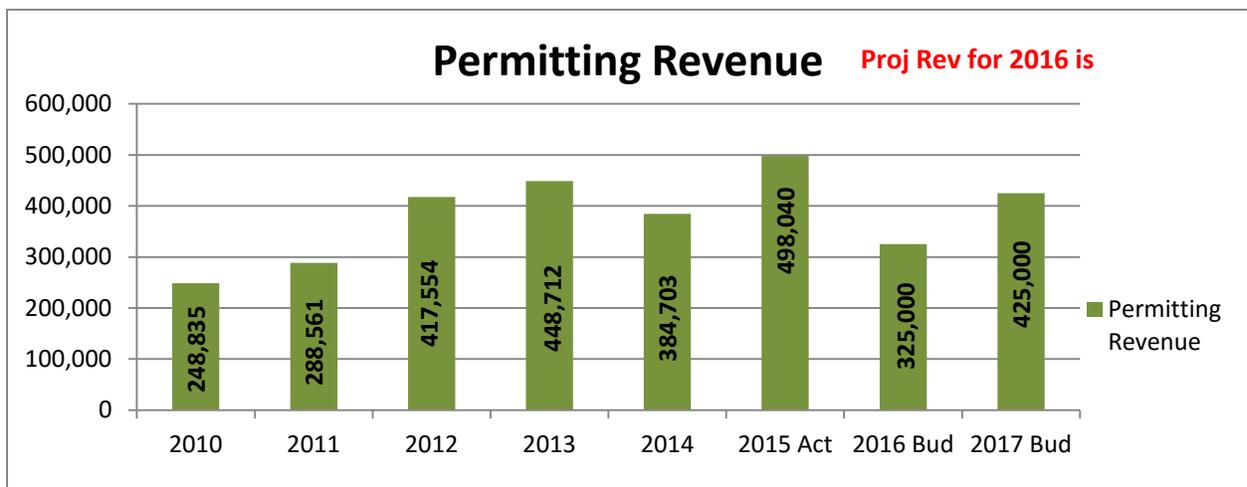
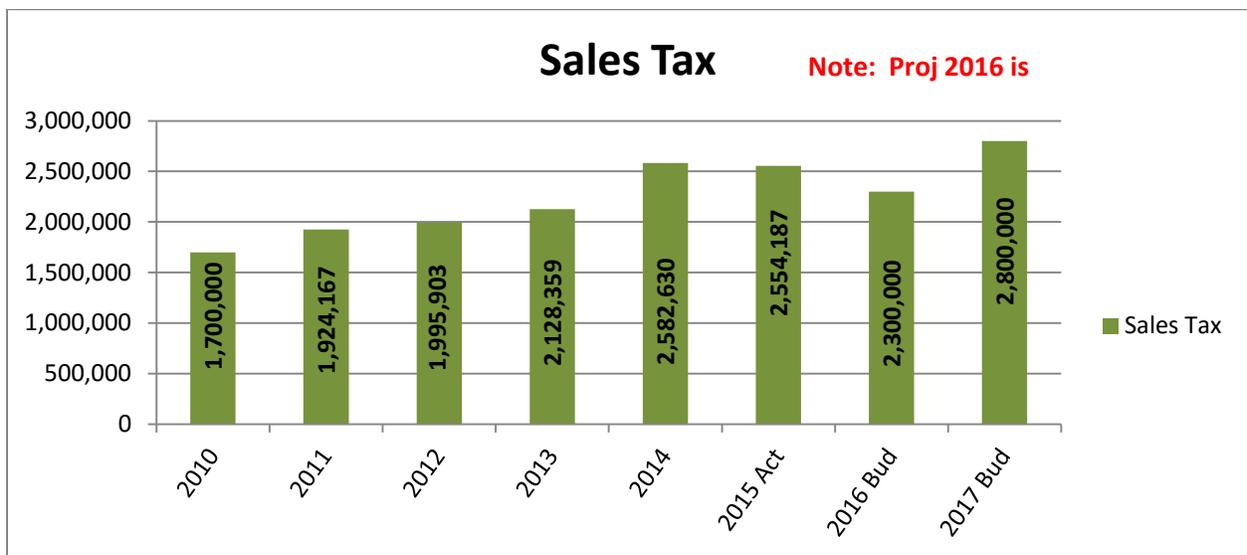
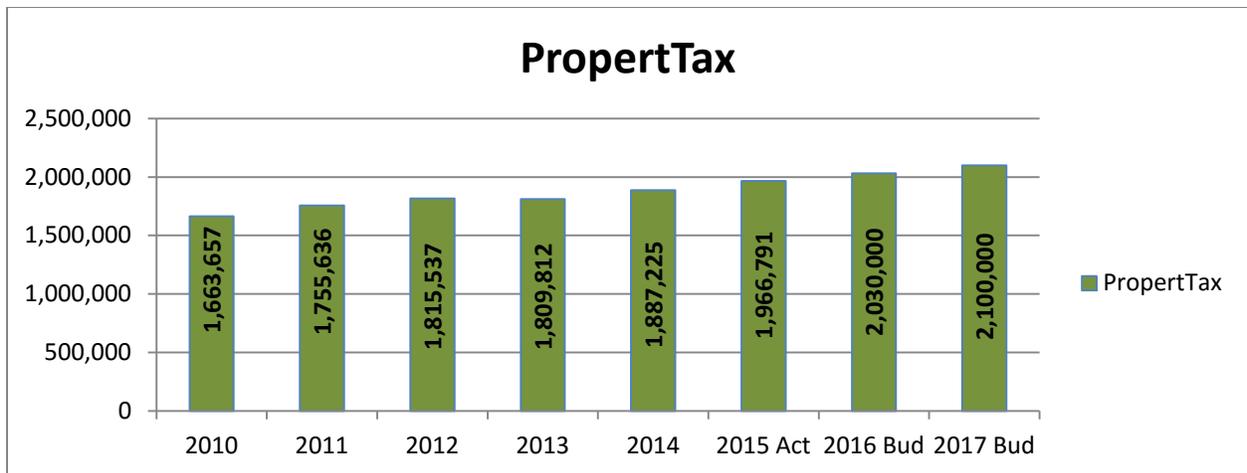
See attached charts. I prepare the attached charts per Council Moore request over the last two years.

MBQ# 2

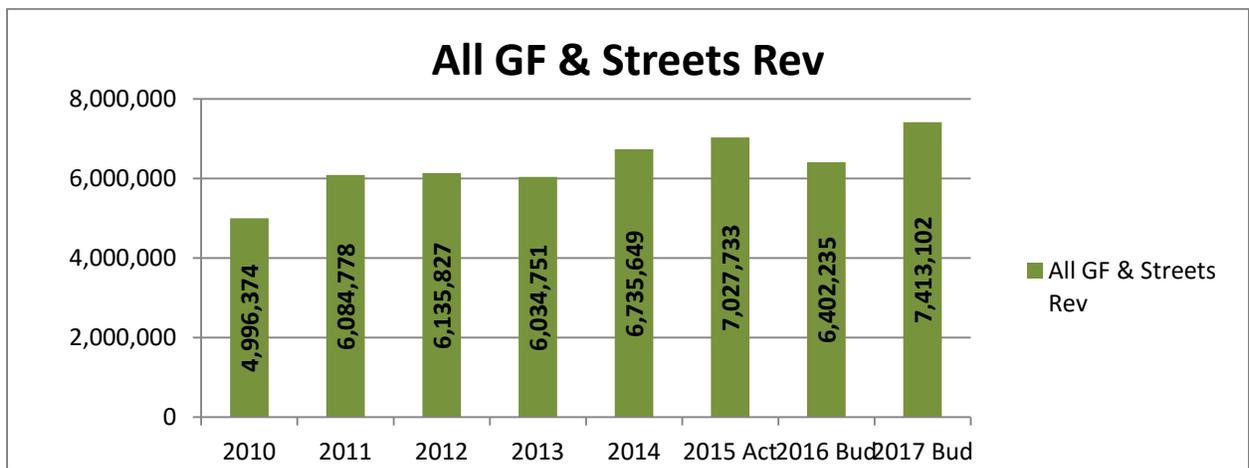
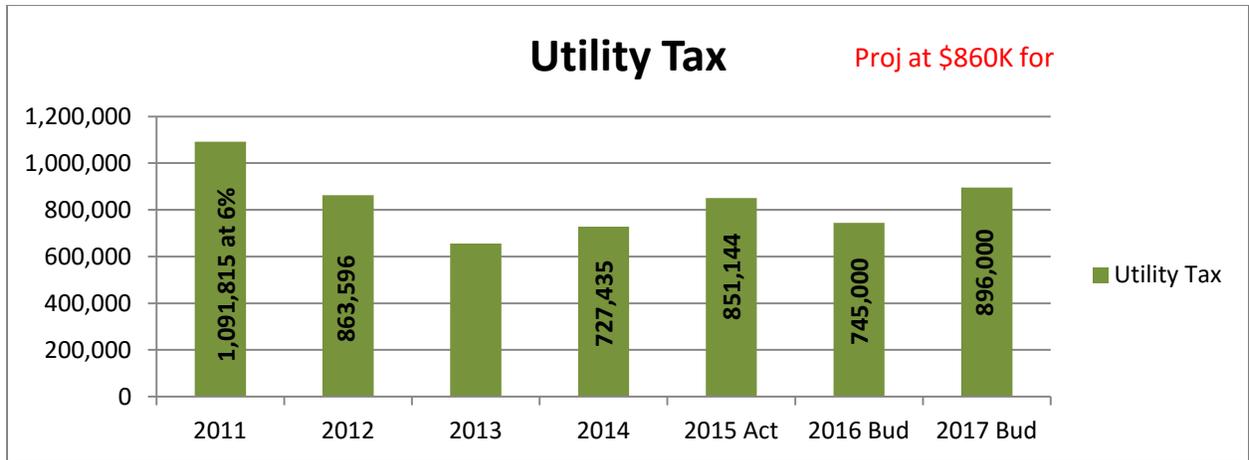
(if extra space is needed, please use the back of this document add an attachment)

Once completed, please send them to the Finance Director

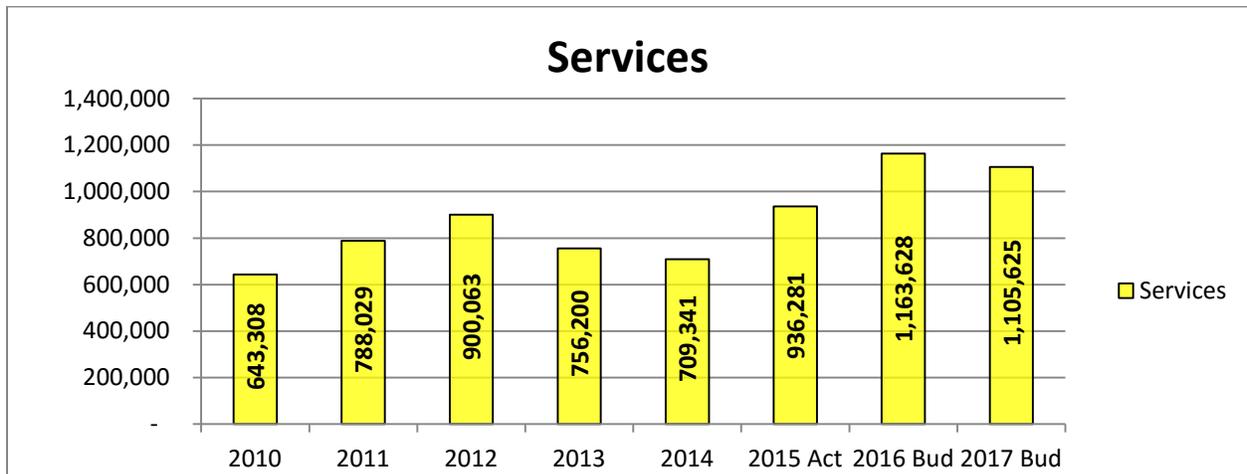
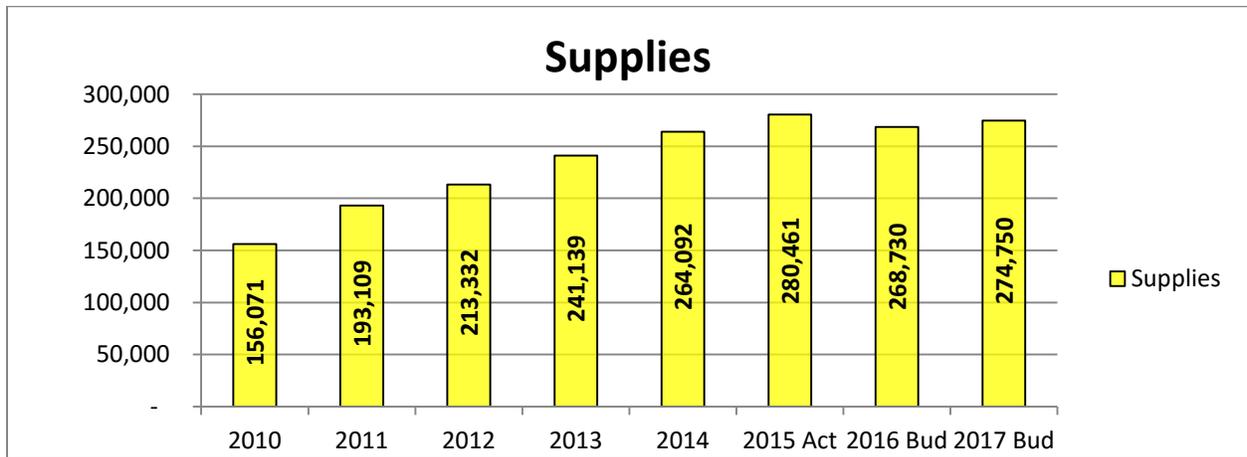
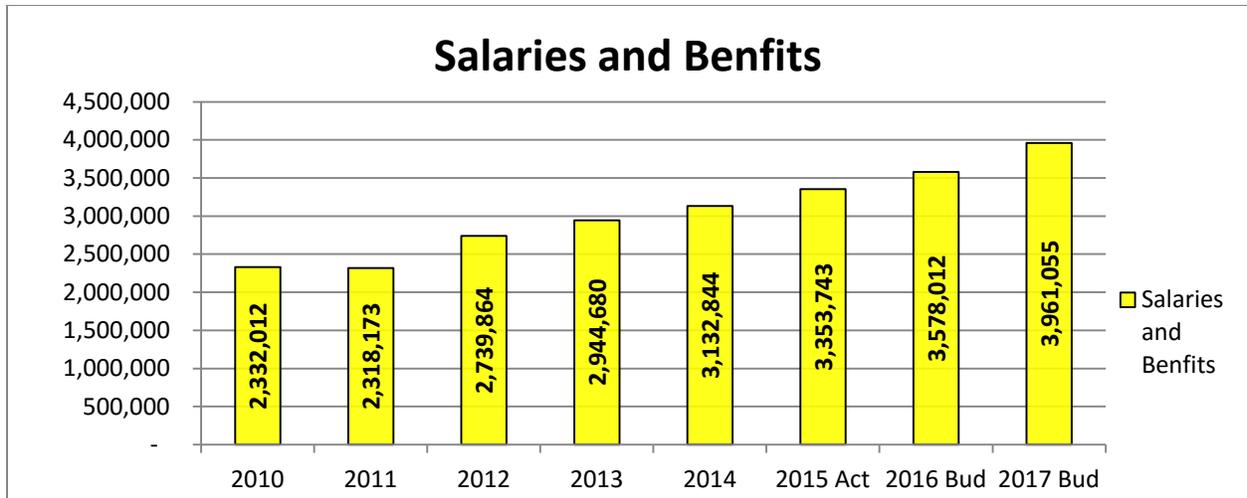
CITY OF LIBERTY LAKE REVENUE AND EXPENDITURE GRAPHS 2010-2017.



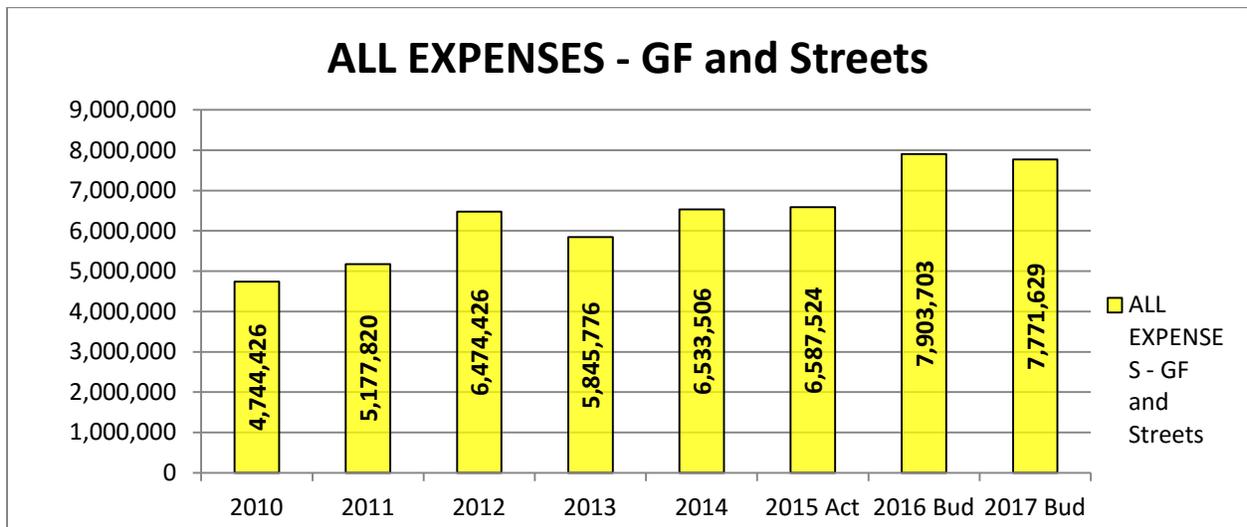
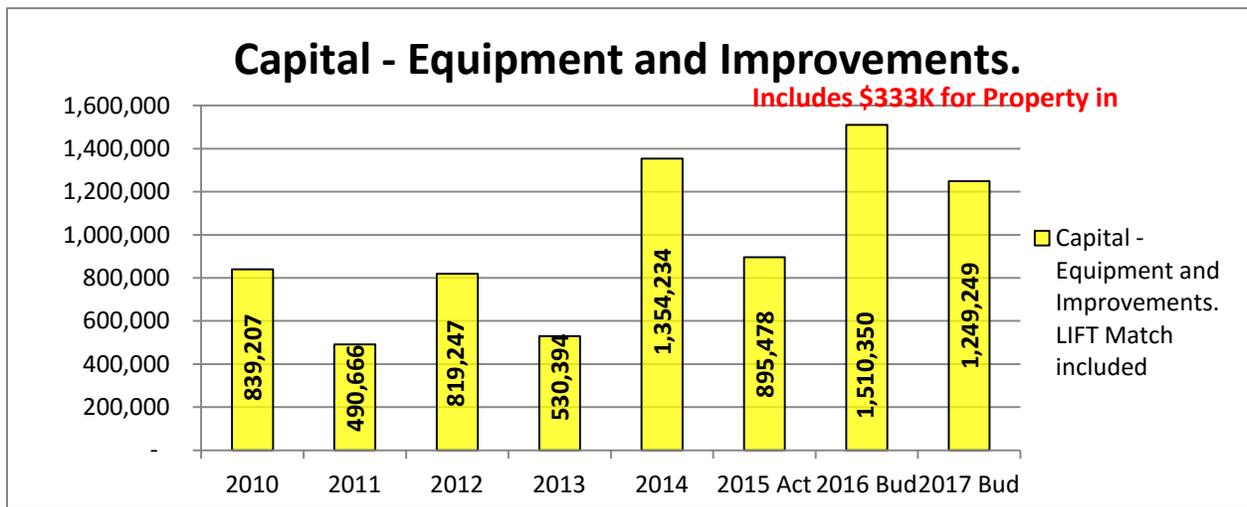
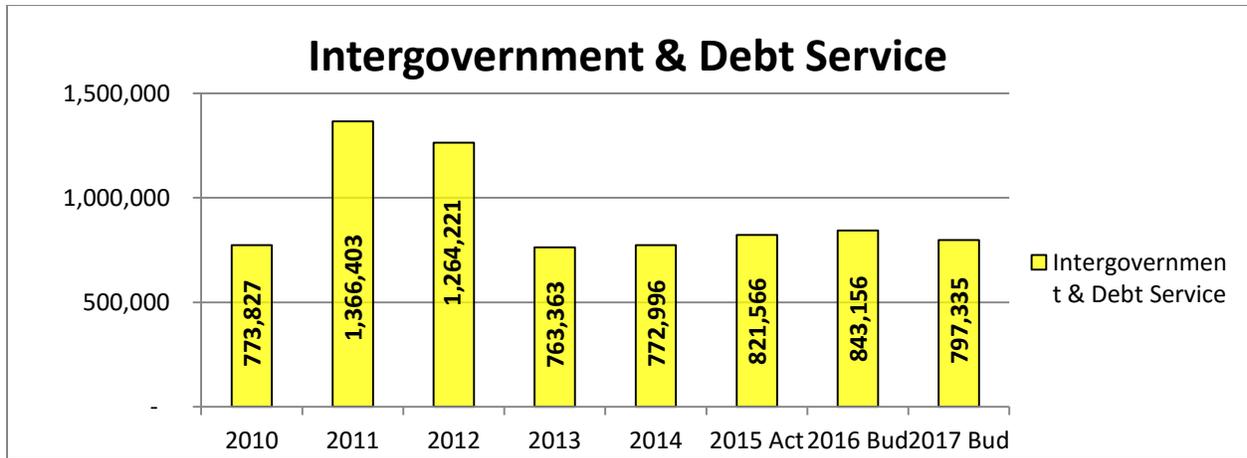
CITY OF LIBERTY LAKE REVENUE AND EXPENDITURE GRAPHS 2010-2017.



CITY OF LIBERTY LAKE REVENUE AND EXPENDITURE GRAPHS 2010-2017.

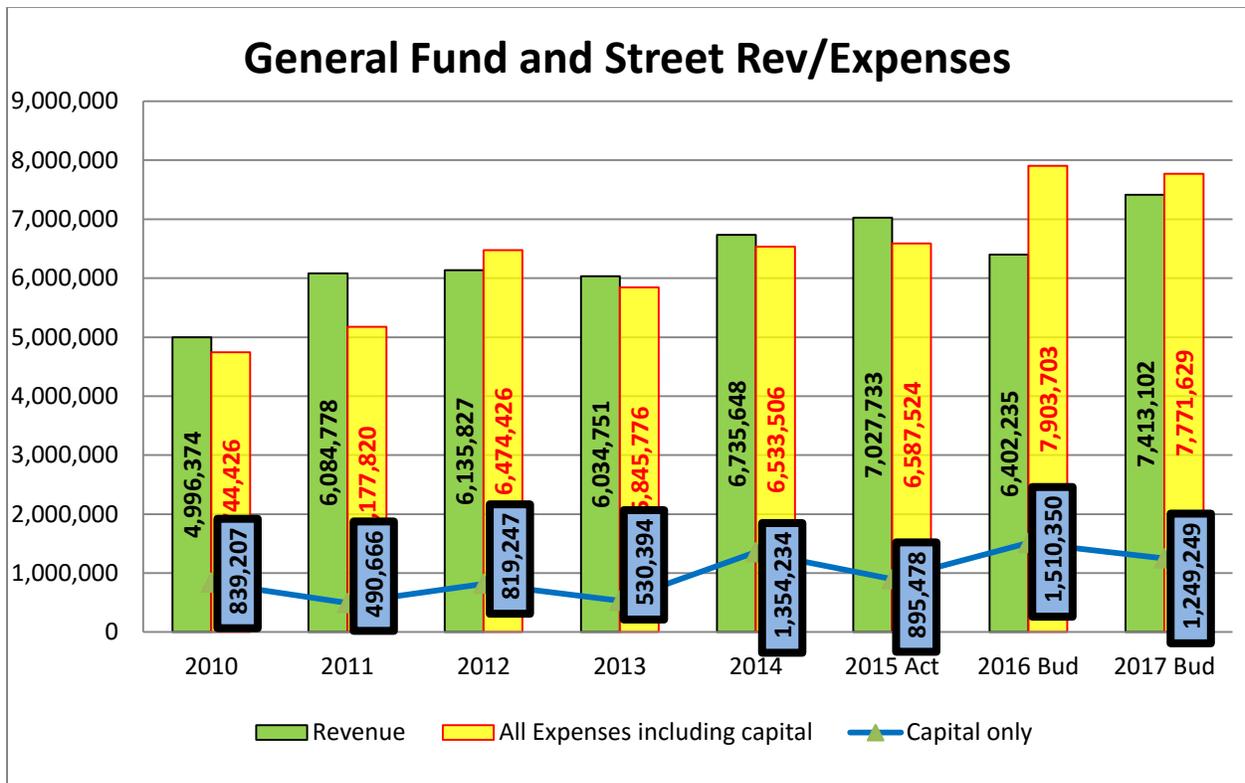
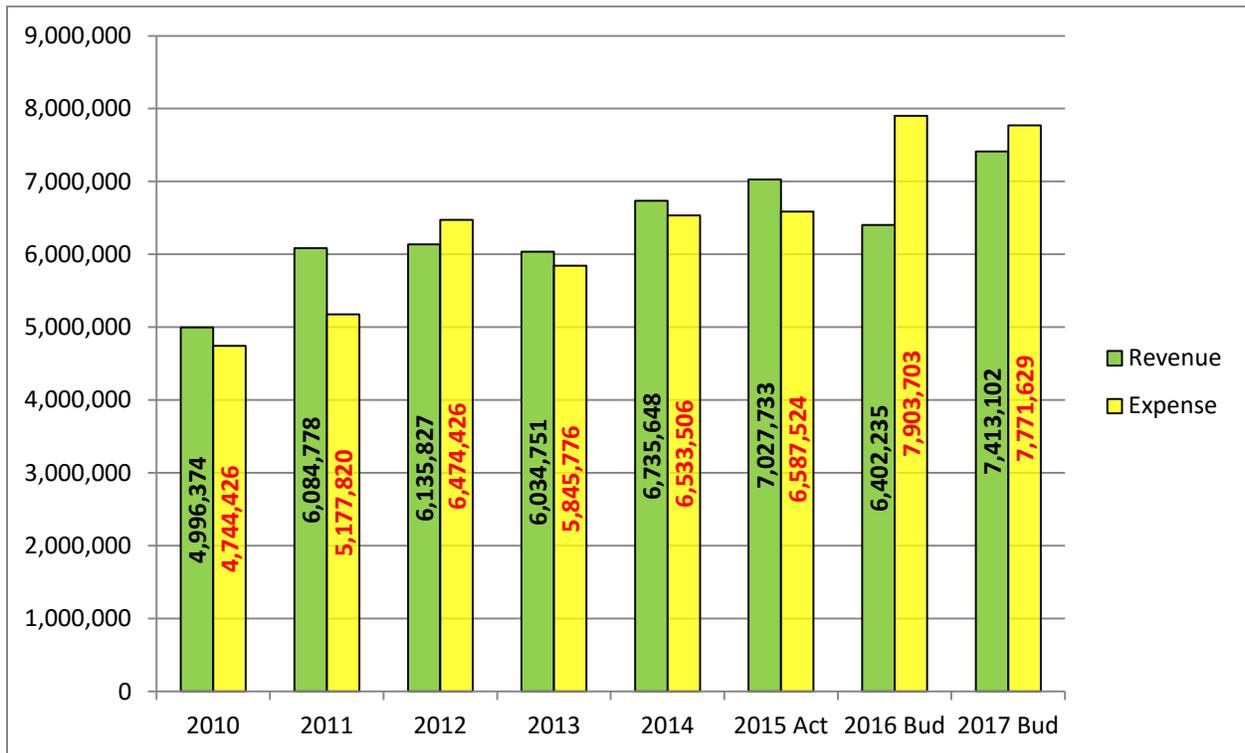


CITY OF LIBERTY LAKE REVENUE AND EXPENDITURE GRAPHS 2010-2017.



CITY OF LIBERTY LAKE REVENUE AND EXPENDITURE GRAPHS 2010-2017.

GENERAL FUND AND STREETS OPERATION FUNDS REVENUE AND EXPENDITURES 2010-2016



2017 BUDGET QUESTION AND REQUEST FORM

DATE: 23-Oct-16

Requestor: DUNNE

Question or Budget Adjustment Request:

What were the GSI and Valley Chamber payments in 2014, 2015, 2016 (budgeted) ?

Budget Adjustment Amount: \$

FUND # or Budget Line Item: EXECUTIVE GENERAL FUND 001

FOR ADMIN USE ONLY

Received Date: 10-24-2016

Response or Action:

**#1. GSI WAS PAID OR WILL BE PAID \$20K IN 2014, 2015, AND 2016.
#2. VALLEY CHAMBER WAS PAID: YR2014 = \$7500. YR2015 = \$8050.
YR2016 = \$8550. And yes, included in the Budget.**

MBQ# 3

(if extra space is needed, please use the back of this document add an attachment)

Once completed, please send them to the Finance Director

2017 BUDGET QUESTION AND REQUEST FORM

DATE: 23-Oct-16

Requestor: DUNNE

Question or Budget Adjustment Request:

Proposed 2017 (\$6800) is less than 2016 budgeted (\$9703) - did the county rate change? (any detail there?)

Budget Adjustment Amount: \$

FUND # or Budget Line Item: GENERAL FUND 554 30 41 00 - ANIMAL SERVICES

FOR ADMIN USE ONLY

Received Date: 10-24-2016

Response or Action:

The Scraps Contract is up for renewal and there is a proposed reduction in cost. The contract will be brought before Council on 11-1-2016.

MBQ# 4

(if extra space is needed, please use the back of this document add an attachment)

Once completed, please send them to the Finance Director

2017 BUDGET QUESTION AND REQUEST FORM

DATE: 23-Oct-16

Requestor: DUNNE

Question or Budget Adjustment Request:

\$75K budgeted 2016, \$25K proposed 2017 - why the reduction? And where can I review the fund balance?

Budget Adjustment Amount: \$

FUND # or Budget Line Item: GENERAL FUND 597 19 00 04
TRANSFER OUT TO UNDERGROUND
UTILITY FUND

FOR ADMIN USE ONLY

Received Date: 10-24-2016

Response or Action:

The actual budget for 2016 was \$25K for Underground Utilities. I made an error when collasping the General Ledger Detail. 2016 should only read \$25K for Underground Utilities. Attached is a GL Detail showing that 2016 budget is \$25K. The difference of \$50K should be a transfer to streets for pedestrian safety. Will correct for next meeting.

MBQ# 5

(if extra space is needed, please use the back of this document add an attachment)

Once completed, please send them to the Finance Director

→ **2016 BUDGET POSITION**

CITY OF LIBERTY LAKE
MCAG #: 2757

Time: 16:13:07 Date: 10/25/2016
Page: 1

001 General Fund 01/01/2016 To: 12/31/2016

Expenditures	Amt Budgeted	Expenditures	Remaining	
519 General Government Services				
586 00 00 00 State Remittances-Civil Parking Infraction Penalties	0.00	0.00	0.00	0.0%
586 00 44 02 State Bld Code Surcharge Remit	1,000.00	1,598.25	(598.25)	159.8%
586 82 00 00 State Remittances-Vehicle Licensing Fraud Account	0.00	475.57	(475.57)	0.0%
586 83 00 00 JIS Trauma / Crime Vic	2,300.00	974.84	1,325.16	42.4%
586 83 00 01 Auto Theft Prevention	5,000.00	1,860.03	3,139.97	37.2%
586 83 00 02 Traumatic Brain Injury	400.00	172.70	227.30	43.2%
586 88 00 00 Public Safety Ed Acct	500.00	368.40	131.60	73.7%
586 89 00 00 State Remittance - Highway Safety	300.00	289.26	10.74	96.4%
586 89 00 01 State Remittance - Death Investigation	300.00	182.23	117.77	60.7%
586 89 09 00 State Remittance - State Patrol Highway	1,500.00	1,034.80	465.20	69.0%
586 91 00 00 Traffic Fines - State	30,000.00	15,868.98	14,131.02	52.9%
586 92 00 00 State Of WA PSEA 30%	15,000.00	8,427.50	6,572.50	56.2%
586 96 00 00 Lab/bld Breath Test	500.00	50.70	449.30	10.1%
586 97 00 00 Judicial Information System	7,000.00	4,047.74	2,952.26	57.8%
586 99 00 00 School Zone Safety	100.00	0.00	100.00	0.0%
589 00 00 01 Professional Svc Reimbursed	2,000.00	9,335.54	(7,335.54)	466.8%
589 00 00 02 Other Non-Expenditures - Background Checks	60.00	0.00	60.00	0.0%
589 00 00 04 Non-Expenditures	0.00	0.00	0.00	0.0%
597 19 00 03 Transfer Out To Community Messaging Fund	0.00	0.00	0.00	0.0%
597 19 00 04 Transfer Out To Underground Utility Fund	0.00	25,000.00	(25,000.00)	0.0%
597 19 00 05 Transfer Out To Building Contingency Fund	0.00	0.00	0.00	0.0%
000 Reclassification and Cost Allocation	65,960.00	69,686.54	(3,726.54)	105.6%
554 30 41 00 Animal Services	9,703.00	8,563.20	1,139.80	88.3%
558 70 41 02 Spokane River Distr Redevelopment Area	385,000.00	0.00	385,000.00	0.0%
562 00 41 00 Public Health - Project Access	1,500.00	0.00	1,500.00	0.0%
562 00 41 01 Public Health Services- Professional Services	10,000.00	0.00	10,000.00	0.0%
586 00 44 01 State/Local Use Tax Remittal	3,000.00	0.00	3,000.00	0.0%
040 Services	409,203.00	8,563.20	400,639.80	2.1%
553 70 51 00 Spokane Regional Clean Air Agency	14,312.00	14,929.00	(617.00)	104.3%
566 10 51 00 Alcoholism Treatment	2,000.00	2,356.04	(356.04)	117.8%
589 00 00 03 Inland Empire Pass Fees Remit	200.00	1,451.50	(1,251.50)	725.8%
589 99 99 99 Payroll Liabilities	0.00	0.00	0.00	0.0%
597 19 00 00 Debt Svc Transf G.C. Mo.	168,113.00	140,081.20	28,031.80	83.3%
597 19 00 02 Debt Svc Trans - Land LTGO Bond	161,521.00	80,759.90	80,761.10	50.0%
597 42 00 00 OP Trans To Streets	75,000.00	0.00	75,000.00	0.0%
597 72 00 01 OP Trans To LLML Capital	14,490.00	0.00	14,490.00	0.0%
050 Intergovernmental Services and Other Inter	435,636.00	239,577.64	196,058.36	55.0%
519 General Government Services	910,799.00	317,827.38	592,971.62	34.9%
Fund Expenditures:	910,799.00	317,827.38	592,971.62	34.9%
Fund Excess/(Deficit):	(910,799.00)	(317,827.38)		

2016 BUDGET POSITION TOTALS

CITY OF LIBERTY LAKE
MCAG #: 2757

Time: 16:13:07 Date: 10/25/2016

Page: 2

Fund	Revenue Budgeted	Received		Expense Budgeted	Spent	
001 General Fund	0.00	0.00	0.0%	910,799.00	317,827.38	34.9%
	<u>0.00</u>	<u>0.00</u>	<u>0.0%</u>	<u>910,799.00</u>	<u>317,827.38</u>	<u>34.9%</u>

2017 BUDGET QUESTION AND REQUEST FORM

DATE: 23-Oct-16

Requestor: DUNNE

Question or Budget Adjustment Request:
proposed \$431,750 includes unspecified carry-overs from 2016- please summarize 2017 park capital projects >\$2000

Budget Adjustment Amount: \$ _____

FUND # or Budget Line Item: PARKS & REC GENERAL FUND 001 - CAPITAL OUTLAY

FOR ADMIN USE ONLY	
Received Date: 10-24-2016	
Response or Action: Schedule of \$431,500 for Parks Capital	
\$ 100,000	Pavillian Park Irrigation Improvements CIP #23
\$ 100,000	Multi-Use Fields Design (North of New School) CIP #20
	New Storage Building near City hall (Shared cost with
\$ 50,000	Streets) CIP #11
\$ 30,000	Arboretum Improvements CIP #22
\$ 20,000	LL Uplands Trail Development CIP #61
\$ 40,000	Pavillian Park Improvements - CIP #24
\$ 5,000	Rocky Hill Improvements - CIP #36
\$ 15,000	Facility Compost Storage - CIP #5
\$ 4,000	Town Square Improvements
\$ 35,250	Golf & Parks Wide Area Mower
\$ 5,000	Lely Spreader shared with Golf
\$ 20,000	Skidsteer - Shared with Golf & Streets
\$ 7,500	2 Gator Carts (People Movers) shared with Streets
<u>\$ 431,750</u>	
MBQ# <u>6</u>	

(if extra space is needed, please use the back of this document add an attachment)

Once completed, please send them to the Finance Director

2017 BUDGET QUESTION AND REQUEST FORM

DATE: 23-Oct-16

Requestor: DUNNE

Question or Budget Adjustment Request:

Does the city put assets on a depreciation schedule?

Is there an asset summary indicating capitalization?

Budget Adjustment Amount: \$

FUND # or Budget Line Item: MUNICIPAL CAPTIAL EXPENSES - GENERAL

FOR ADMIN USE ONLY
Received Date: 10-24-2016
Response or Action:
<i>The City of Liberty Lake is Cash Basis, which means we fully expense the asset when purchased. However, we do keep a list of all of our vehicles through our insurance carrier. See attached. Police Department has a rotation schedule based upon mile driven.</i>
MBQ# _____ 7 _____

(if extra space is needed, please use the back of this document add an attachment)

Once completed, please send them to the Finance Director

Year	Make	Model	ACV	VIN	Type
2003	GMC	Sonoma	\$ 7,000	1GTCS14H238219691	Light Truck
2003	GMC	Sonoma	\$ 7,000	1GTCS14H438242566	Light Truck
1995	Dodge	Dakota	\$ 17,000	1B7FL26X9SW903278	Light Truck
2008	Ford	Crown Victoria	\$ 22,819	2FAFP71V28X102895	LE
2008	Ford	Crown Victoria	\$ 22,819	2FAFP71V08X102894	LE
2007	Ford	Crown Victoria	\$ 15,000	2FAPF71W47X115526	LE
2003	Ford	Crown Victoria	\$ 6,000	2FAFP71W53X210073	LE
2003	Ford	Crown Victoria	\$ 5,000	2FAFP71W63X107597	LE
2004	Jeep	Liberty	\$ 9,000	1J4GL48KX4W330745	PPT
2005	Ford	Explorer	\$ 8,000	1FMZU72K85UB55541	LE
2007	Forest River	Value Hauler	\$ 2,500	5NHUVH0197T606283	Trailer
2004	Flatbed	Flatbed Trailer	\$ 2,600	5DEFS162541001803	Trailer
2004	Ford	Dump Truck	\$ 24,000	1FDWF36S84EC38119	Truck-Heavy
2008	Chevy	Tahoe	\$ 33,996	1GNFK13088R256102	LE
2004	Ford	Explorer	\$ 6,500	1FMZU72K44ZA51064	Light Truck
2011	Ford	Crown Victoria	\$ 24,243	2FABP7BV2BX159666	LE
2012	Ford	Escape XLT 4WD	\$ 22,785	1FMCU9DG7CKA50962	LE
2004	Ford	E450 Cutaway Van	\$ 12,000	1FDWE45F43HB85767	Van
2013	Ford	Police Interceptor	\$ 36,523	1FAHP2M8XDG134673	LE
2013	Ford	Police Interceptor	\$ 36,523	1FAHP2M81DG134674	LE
2013	Ford	Police Interceptor	\$ 36,523	1FAHP2M83DG134675	LE
2014	Ford	Escape	\$ 25,957	1FMCU9GX3EUD73358	PPT
2015	Ford	Police Interceptor SUV	\$ 42,595	1FM5K8AR5FGCO7944	LE
2015	Ford	Police Interceptor SUV	\$ 42,595	1FM5K8AR7FGCO7945	LE
2014	Ford	Interceptor	\$ 38,914	1FAHP2MKOEG111741	PPT
2014	Ford	Interceptor	\$ 38,914	1FAHP2MK2EG111742	PPT
2007	Utility Trail	Fores	\$ 1,000	5NHUVH0197T606283	Trailer
2015	Ford	Interceptor	\$ 46,636	1FM5K8AR8FGA09746	PPT
2015	Ford	Interceptor	\$ 46,636	1FAHP2MK5FG102390	PPT
2016	Dodge	Ram 1500	\$ 27,022	1C6RR7FG6GS127013	Light Truck
2007	Hyundai	SON4D	\$ 6,700	5NPEU46F87H255215	PPT
2005	Ford	Cutaway Van	\$ 2,500	1FDXE45P35HA40851	Van
2016	Dodge	Ram 1500	\$ 29,650	1C6RR7FGXGS256551	Light Truck
2016	Vermeer	Brush Chipper	\$ 15,469	1VRC101V4G1001211	Mobile Equipment
2016	Ford	Interceptor	\$ 50,588	1FM5K8AR7GGC50702	LE
2016	Ford	Interceptor	\$ 50,588	1FM5K8AR2GGC61980	LE

\$ 823,595

Address	Department	Bldg Val	Contents	Description	Year	Sq Ft	Valuation
1102 N Liberty Lake Rd	Golf	\$ 20,342	\$ 50,000	Well House (At Golf Course)	1973	80	Replacement Cost
1102 N Liberty Lake Rd	Golf	\$ 100,000	\$ -	Restrooms @ Golf Course	1973	400	Replacement Cost
727 N Molter Rd	Pavillion Park	\$ 67,800	\$ -	2 Basketball Courts/1 Tennis Court	1996	0	Replacement Cost
727 N Molter Rd	Pavillion Park	\$ 67,800	\$ -	Playground Equipment	1996	0	Replacement Cost
704 N Molter Rd	Pavillion Park	\$ 350,000	\$ -	Restroom/Storage/Concession Stand	1996	768	Replacement Cost
727 N Molter Rd	Pavillion Park	\$ 185,400	\$ 20,653	Covered Picnic Shelter	1996	2400	Replacement Cost
22710 E County Vista Dr		\$ 135,597	\$ -	Building	2001	670	Replacement Cost
22710 E County Vista Dr		\$ 670,015	\$ 200,000	Maintenance Building	2005	5000	Replacement Cost
1102 N Liberty Lake Rd		\$ 1,215,551	\$ 100,968	Golf Course Club House/Pro Shop/Restaurant	1973	7200	Replacement Cost
22710 E County Vista Dr		\$ 1,266,199	\$ 149,156	City Hall	2001	7,500	Replacement Cost
23123 E Mission Ave		\$ 1,494,621	\$ 550,000	Library	1992	8853	Replacement Cost
23127 E Mission Ave		\$ 3,171,404	\$ 125,000	Public Safety	1992	18785	Replacement Cost
727 N Molter Rd		\$ 250,000	\$ -	Skate Park	2009	7,500	Replacement Cost
24901 E Mission Ave		\$ 200,000	\$ -	Rocky Hill Park Barn	2010	1,368	Replacement Cost
24901 E Mission Ave		\$ 8,421	\$ -	Rocky Hill Park Well House	2010	109	Replacement Cost
24901 E Mission Ave.		\$ 150,000	\$ -	Rocky Hill Park Restroom	2010	427	Replacement Cost
24901 E Mission Ave		\$ 58,528	\$ -	Rocky Hill Park Basketball Court	2010		Replacement Cost
24901 E Mission Ave		\$ 90,042	\$ -	Rocky Hill Park Tennis Courts	2010		Replacement Cost
24901 E Mission Ave		\$ 82,164	\$ -	Rocky Hill Park Playground other improv	2010		Replacement Cost
24901 E Mission Ave		\$ 58,528	\$ -	Rocky Hill Park Picnic Shelter	2010		Replacement Cost
1420 N Meadowwood Lane		\$ 220,000	\$ -	TownSquare Bathroom and shade structure	2014	336	Replacement Cost
1102 N Liberty Lake Road		\$ -	\$ 10,000	Fallen Heroes at Trailhead workout equipment	2015	0	Replacement Cost
727 N Molter		\$ -	\$ 30,000	Fallen Heroes Workout Station	2013	0	Replacement Cost
24901 E Mission Ave		\$ -	\$ 30,000	Fallen Heroes Work Station at Rocky Hill	2013	0	Replacement Cost
1420 N Meadowwood Lane		\$ -	\$ 30,000	Fallen Heroes workstation	2014	0	Replacement Cost
22710 E Country Vista		\$ -	\$ 10,000	Fallen Heroes Work Station	2015	0	Replacement Cost
		\$ 9,862,412	\$ 1,305,777				

Description	ACV	Serial #	Client ID
John Deere Sweeper	\$ 9,500	TC0125X035122	1
Husquarna Edger Le389	\$ 425	72883257041N024	4
Mobile Equipment (Police)	\$ 40,000		5
Misc Mechanics Tools	\$ 15,434		6
Snowplow Blade Attachment-72	\$ 1,200		9
X-Mark Zero-Turn Rotary Unit	\$ 7,500	OFH680VB26864	10
Toro Z-Master Model	\$ 8,500		250005338
Yamaha Umax Utility Vehicle	\$ 6,000	JU5-300868	12
Yamaha Umax Utility Vehicle	\$ 6,000	JU5-300886	13
Yamaha Umax Utility Vehicle	\$ 6,000	JU5-300739	14
Toro Reelmaster 2000-D	\$ 27,000		220000112
John Deere Fairway 3215B	\$ 38,000	TC3215 (BN030046)	18
John Deere Bunker Ranke 1200A	\$ 9,500	TC1200 (A14126)	19
Jacobsen Greens King IV	\$ 19,000	62250-1766	25
Whittek Ball Washer	\$ 2,700	55DPF-2530	27
Toro Greenmaster 3250-D	\$ 27,000		3250000326
John Deere 220 Walk Behind Greens Mower	\$ 8,000	M0220BX15113	30
Wooden Tee Benches W/Metal Frames (15 @ \$150 Each)	\$ 2,250		41
Jacobsen Rotary Hr-5111	\$ 52,000		691166163
Jacobsen Turfcut T623D	\$ 23,000		94671400282
Lely Fertilizer Spreader	\$ 4,500	10313-1694	44
Masey Ferguson Backhoe Attachment	\$ 3,200		351
Toro Diesel Workman	\$ 24,000		24000245
Cushman Commander Picker	\$ 6,200		9138596
Cushman Commander	\$ 5,200		9138608
John Deere 6X4 Diesel Gator Utility Vehicle	\$ 19,000	W006X4D033441	49
John Deere 72" Snow Plow Attachment	\$ 3,000	None	53
Yellow Flammable Cabinet, 45 gal.	\$ 1,000	None	54
Green Pesticide Flammable Cabinet, 45 gal.	\$ 1,000	None	55
John Deere 2500A Greens Unit	\$ 28,000	TC250AD040533	58
Champion Air Compressor CASRA42	\$ 1,400	DM007500	59
Trion DL 1300 Mobile Lift Table	\$ 1,500		206036
Trion 8101 Golf Lift	\$ 3,500		206035
Peerless Irrigation Pump, 75 HP Turbine	\$ 15,000		1022355
Land Pride 3-point Fairway Aerator	\$ 1,600		44690
John Deere 21" Self-propelled Rotary Mower	\$ 1,000	GXJX75X233335	68
Tanaka TLE 600 Walk-behind Edger	\$ 1,200	E008529	69
ESAB Migmaster 203 Wire-fed Welder	\$ 1,500	402-551-0740	71
Derone BO3S 3 Section Ball Picker	\$ 2,900	None	72
Spray Center, 150 Gal. Sprayer & Assembly	\$ 5,500	None	73
15ft. Spray Boom	\$ 2,500	None	74
Toro 21" Commercial Mower 22188	\$ 1,109		2900000254
Toro 21" Commercial Mower	\$ 1,109		2900000291
Precedent 12 Gas Golf Cart	\$ 3,900	PR1429474-502	
Precedent 12 Gas Golf Cart	\$ 3,900	PR1429474-511	
Precedent 12 Gas Golf Cart	\$ 3,900	PR1429474-522	
Precedent 12 Gas Golf Cart	\$ 3,900	PR1429474-539	
Precedent 12 Gas Golf Cart	\$ 3,900	PR1429474-682	
Precedent 12 Gas Golf Cart	\$ 3,900	PR1429474-507	
Precedent 12 Gas Golf Cart	\$ 3,900	PR1429474-515	
Precedent 12 Gas Golf Cart	\$ 3,900	PR1429474-526	
Precedent 12 Gas Golf Cart	\$ 3,900	PR1429474-679	
Precedent 12 Gas Golf Cart	\$ 3,900	PR1429474-684	
Precedent 12 Gas Golf Cart	\$ 3,900	PR1429474-510	
Precedent 12 Gas Golf Cart	\$ 3,900	PR1429474-519	
Precedent 12 Gas Golf Cart	\$ 3,900	PR1429474-535	
Precedent 12 Gas Golf Cart	\$ 3,900	PR1429474-580	
Toro Groundmaster 4000	\$ 58,000		312000430
Club Car Turf 2 Utility Vehicle Range Picker	\$ 9,800	RG1248335620	
Toro Groundmaster 3280	\$ 24,000		313000281
ProGator 2030 A DSL - Utility Vehicle	\$ 24,000	TC203AT070314	
Equipment Hoist	\$ 500		
SCAG Tiger Cat Zero Turn Mower	\$ 10,500	JZ2300351	
Reelmaster 5410 Fairway Mower	\$ 47,000		314000131
Buffalo Twin Turbone Debris Blower	\$ 13,500	N00312	
John Deere Gator TS	\$ 6,250	MO4X2SJ09115	
John Deere Gator TS	\$ 6,250	MO4X2SJ09117	
John Deer Gator TS	\$ 6,250	1MO4X2SJAEM091115	
John Deer Gator TS	\$ 6,250	1MO4X2SJHEM091117	
TORO 21 COMMERCIAL MOWER	\$ 1,109		311002684
John Deer Gator TS	\$ 6,250	1M04X2SJJFM100649	
Turfco Wide Spin 1540 EC Top Dresser	\$ 13,700	N00312	
Kubota Tractor and Accessories	\$ 75,000		30445
Kubota RTV-X900G	\$ 13,000		24707
Masey Ferguson Tractor	\$ 33,600	JVE75102	
Sheyenne 600CT 72 Slow Blower	\$ 10,325	SB002771	
Toro Procore Aerator	\$ 23,600		316000120
Hoover Vault Tank	\$ 13,608	V4AA201MVS563XPNT	
T-3100 SPREADER/SPRAYER	\$ 11,847	W01043	
Spin & Bed Knife Grinder Set	\$ 46,310	61D55500479 & 61D27700505	
Hustler 54" Zero Turn Mower	\$ 11,084		15095931
Hustler 48" Zero Turn Mower	\$ 10,427		15108042
John Deere 2500B Greens Mower	\$ 43,955	TC250BD095240	
John Deere 2500B Tee Mower	\$ 43,522	TC250BD095276	
PR15 - Gator TS	\$ 7,819	M04X2SJ111101	
PR15 - Gator TS	\$ 7,819	M04X2SJ111102	

\$ 1,083,802

2017 BUDGET QUESTION AND REQUEST FORM

DATE: 23-Oct-16

Requestor: DUNNE

Question or Budget Adjustment Request:

Great revenue and expense summary - can you provide line detail?
(what were specific revenues, what were specific expenses)

Budget Adjustment Amount: \$

FUND # or Budget Line Item: SPECIAL REVENUE FUND 115 - TOURISM
PROMOTION FUND RESOURCES

FOR ADMIN USE ONLY

Received Date: 10-24-2016

Response or Action:

Revenue for this Fund come from Hotel Stays. The money can only be spent on Tourism related activities. Each year, eligible agencies like The Hub, Rotary, Kiwanis, and Windermere submit a grant application to the City for these funds. A 5 member board (the two hotels are represented) decides how the funds are to be dispersed. The recommendations are sent to City Council for final approval.

MBQ# 8

(if extra space is needed, please use the back of this document add an attachment)

Once completed, please send them to the Finance Director

5 YEAR BUDGET COMPARISON

CITY OF LIBERTY LAKE
MCAG #: 2757

Time: 16:43:57 Date: 10/25/2016
Page: 1

115 Tourism Promotion Fund

Account	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2016 Appropriated	2017 Appropriated	Comment
308 10 01 15 Reserved Beginning Cash/Investments	85,612.29	63,870.95	41,802.31	15,908.64	18,100.00	18,100.00	
308 Beginning Balances	85,612.29	63,870.95	41,802.31	15,908.64	18,100.00	18,100.00	
313 31 01 15 Hotel/Motel Sales And Use Tax	48,119.12	50,862.46	53,036.28	42,225.30	50,000.00	50,000.00	
310 Taxes	48,119.12	50,862.46	53,036.28	42,225.30	50,000.00	50,000.00	
361 11 01 15 Investment Interest	139.54	68.90	70.05	71.51	70.00	70.00	
361 Investment Interest	139.54	68.90	70.05	71.51	70.00	70.00	
TOTAL REVENUES:	133,870.95	114,802.31	94,908.64	58,205.45	68,170.00	68,170.00	
030 Supplies	0.00	0.00	0.00	0.00			
557 30 41 00 Tourism Prof Services	70,000.00	73,000.00	74,000.00	26,686.32	65,000.00	65,000.00	
040 Services	70,000.00	73,000.00	74,000.00	26,686.32	65,000.00	65,000.00	
557 Community Services	70,000.00	73,000.00	74,000.00	26,686.32	65,000.00	65,000.00	
597 79 01 15 Transfer Out To General Fund	0.00	0.00	5,000.00	0.00	0.00	0.00	
050 Intergovernmental Services and Other	0.00	0.00	5,000.00	0.00			
597 Transfers Out	0.00	0.00	5,000.00	0.00	0.00	0.00	
508 10 01 15 Reserved Ending Cash/Investments	0.00	0.00	0.00	0.00	3,170.00	3,170.00	
999 Ending Balance	0.00	0.00	0.00	0.00	3,170.00	3,170.00	
TOTAL EXPENDITURES:	70,000.00	73,000.00	79,000.00	26,686.32	68,170.00	68,170.00	
FUND GAIN/LOSS:	63,870.95	41,802.31	15,908.64	31,519.13	0.00	0.00	

2017 BUDGET QUESTION AND REQUEST FORM

DATE: 23-Oct-16

Requestor: DUNNE

Question or Budget Adjustment Request:

Interested in city's investment portfolio - what is asset mix/fund manager/funds?

Budget Adjustment Amount: \$

FUND # or Budget Line Item: SPECIAL REVENUE FUND 120 - RESTRICTED
RESERVE FUND RESOURCES

FOR ADMIN USE ONLY

Received Date: 10-24-2016

Response or Action:

Will have a report for City Council of 11-1-2016.

MBQ# 9

(if extra space is needed, please use the back of this document add an attachment)

Once completed, please send them to the Finance Director

2017 BUDGET QUESTION AND REQUEST FORM

DATE: 23-Oct-16

Requestor: DUNNE

Question or Budget Adjustment Request:

\$800K & \$1M revenue - are these amounts (per policy) conservative?

Budget Adjustment Amount: \$

FUND # or Budget Line Item: REET 1 CAP FUND 310, 311

FOR ADMIN USE ONLY

Received Date: 10-24-2016

Response or Action:

The \$800K and \$1M includes the beginning cash balance that has accumulated in the fund. The revenue projection is \$250K for each fund and yes it is conservative number. City is projected to receive closer to \$325K for each fund in 2016.

MBQ# _____ 10 _____

(if extra space is needed, please use the back of this document add an attachment)

Once completed, please send them to the Finance Director

2017 BUDGET QUESTION AND REQUEST FORM

DATE: 23-Oct-16

Requestor: DUNNE

1800000	
1600000	88.9%
200000	11.1%

Question or Budget Adjustment Request:

\$1.8M revenue
89% (\$1.6M) exp for Orchard park
11% (\$800k) reserved for cash

(reasonable summary?)

Budget Adjustment Amount: \$

FUND # or Budget Line Item: REET 1 CAP FUND 310, 311

FOR ADMIN USE ONLY

Received Date: 10-24-2016

Response or Action:

Total Project is estimated at \$2.5M and will be a two year project 2017-2018. The revenue to pay for it will come from LIFT (\$2M) and if successful RCO(\$500K). However, the project has to be completed before LIFT can be invoiced. Which means until then, REET needs to supply the cash until the project is complete.

MBQ# _____ 11 _____

(if extra space is needed, please use the back of this document add an attachment)

Once completed, please send them to the Finance Director

2017 BUDGET QUESTION AND REQUEST FORM

DATE: 10-28-2016

Requestor: Jessica McGuire

Question or Budget Adjustment Request:

What is the reason for the 22% increase on the gas tax on Page 58?

Budget Adjustment Amount: \$

FUND # or Budget Line Item:

FOR ADMIN USE ONLY

Received Date: 10-28-2016

Response or Action:

To Clarify, this is the Motor Vehicle Gas Tax not the Gas Utility Tax. The increase is related to the State Legislation passing ESSB 5987 in 2015. The timing of the bill did not leave the City to adequately project the increase to the City in 2016. This means that we are capturing the increase from 2016 in 2017. The State calculates the tax based on population.

MBQ# 12

(if extra space is needed, please use the back of this document add an attachment)

Once completed, please send them to the Finance Director

2017 BUDGET QUESTION AND REQUEST FORM

DATE: 10-28-2016

Requestor: Jessica McGuire

Question or Budget Adjustment Request:

- #1. How long has the City of Liberty Lake been a member of GSI (Greater Spokane Inc.)?
- #2. What does our \$20,000 GSI membership bring to Liberty Lake?
- #3. Has GSI brought businesses to our city since joining their organization?
- #4. What is the difference between GSI and the Valley Chamber and the services offered?
- #5. What does our \$10,000 Valley Chamber membership bring to the city?
- #6. What are the other membership options for both organizations?
- #7. Is there a reason that Liberty Lake needs to have both memberships?

Budget Adjustment Amount: \$

FUND # or Budget Line Item:

FOR ADMIN USE ONLY

Received Date: 10-28-2016

Response or Action:

Note: GSI will be at the City Council meeting on November 15th to address any questions Council may have.

#1. Since 2001.

#2. Supports the Regional Effort to bring businesses into the Spokane Area. GSI recruits business to the region which includes Liberty Lake.

#3. Yes

#4. GSI covers the entire Spokane area. Valley Chamber focus is on Liberty Lake, Spokane Valley and east county area.

#5. Valley Chamber offers a wide range of support to the business in our area. They are located here in Liberty Lake. They have

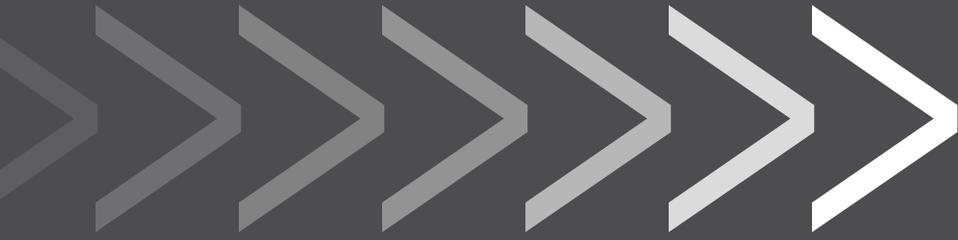
#6. See the attachments that discuss memberships. City has been a supporter of the Chamber and our membership is an investment to the Chamber to operate with the other businesses here in Liberty Lake.

#7. Both agencies focus is on Economic Development with different approaches. GSI does more in the recruitment of new business as well as support for the existing ones. Valley Chamber focus is supporting the local businesses. Both offer value that the City cannot offer to the local businesses and development directly.

MBQ# 13

(if extra space is needed, please use the back of this document add an attachment)

Once completed, please send them to the Finance Director



2015 ANNUAL REPORT

Create Something Greater

MISSION

Grow Jobs and Business Investment

VISION

Accelerate Regional Economic Prosperity



Progress. It's impossible without change. Luckily change is inevitable, although not without challenges. And so, as we look back on this past year's accomplishments it's important to acknowledge that we've done some things differently, and that we've been successful – in spite of those challenges.

It's also important to recognize that we haven't made these shifts on our own. We have incredible partnerships that make our work possible. Every day we collaborate with local business and education leaders, civic partners, elected officials and our member businesses to grow jobs and economic vitality in our region.

This year we completed a regional competitiveness study that resulted in a report card of factors affecting our growth and guiding our activities for recruiting and expanding industries here. With renewed focus on several key community priorities, we've built momentum that will make a real difference in your business and in our community.

At the local, state and federal levels we continue to advocate for practices and policies that make our region a stellar place to live, work, play and learn.

New public policy program work provided leadership during a grueling legislative session, resulting in more than \$1.7 billion in funding for projects that will enhance the economic viability of the Inland Northwest for years to come.

In addition to a continued focus on STEM education and readying a dependable workforce, we provided a strong voice that helped overturn decades'-old legislation so that Spokane can become home to two fully accredited medical schools.

Through new programs, staffing, volunteer committees and services we're supporting small businesses and constructing a strong foundation from which our entrepreneurial ecosystem can flourish.

The work we undertake has three main goals: To help our businesses do more business; to build a stronger, more vibrant community where employment is steady; and to help create a place that people want to call home. The future looks bright and we have optimism that the commitment we've always had to work hard for our businesses and community will help our vision, hopes and dreams become a reality.

Thank you for your support and investment in us.

Steve Stevens
President & CEO

CONNECT • DR

WORKING FOR YOU

Greater Spokane Incorporated is the greater-Spokane region's Chamber of Commerce and economic development organization. We concentrate our efforts in the key areas of Education & Workforce, Public Policy, and Economic Development, and collaborate with community partners to make our home the best place to live, work, play and learn.

Creating more jobs through expansions and relocations means more people working and more dollars circulating through the community. We stimulate economic growth and prosperity through the attraction of business investments, and by providing assistance and opportunities to local businesses.

Small business and entrepreneurship is at the heart of our region's economy so we focus programming to connect and assist new and small businesses with valuable resources to start smart, build steady and boldly expand.

Our advocacy efforts advance policies that support a thriving business community at every level. We work to keep your costs low, bring more jobs to the region and push for funding that enhances our economy and makes it easier for you to do business.

A world-class economy depends on world-class people. We connect education to business and partners with K-12 and higher education institutions to develop a highly educated and technically skilled workforce.

Our region's quality of life isn't a matter of chance, and the development of the area's economy doesn't just happen. The work we do creates more support for business, more jobs for our community, and more customers to your door.

Together, we work to Create Something Greater.



PUBLIC POLICY

Advocating for Your Business

- Local/State/Federal Business Advocacy
- Annual Advocacy Trips to Olympia & D.C.
- Pro-Business Policy & Issue Advancement
- Permit Process Streamlining
- State & Federal Agenda Facilitation



ECONOMIC DEVELOPMENT

Growing Our Economy for Your Business

- Business Recruitment, Expansion & Retention
- International Trade Assistance
- Government Contracting Support
- Startup & Entrepreneur Programming

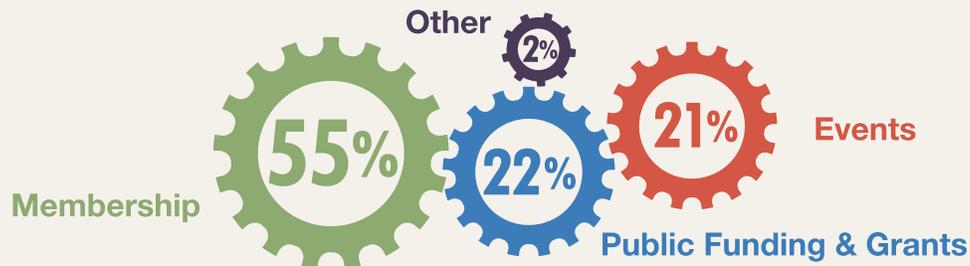


EDUCATION & WORKFORCE

Education Grows Economies

- Education Attainment Leadership
- Medical Education Advocacy
- STEM (Science, Technology, Engineering, Math)
- Educator Workshops
- Education Advocacy
- Business & Education Partnerships
- Industry-specific Career Workshops

REVENUE SOURCES



"GSI has helped us in more ways than we ever thought possible. I greatly appreciate how they represent businesses in our area and help our community grow."

- Dr. Amit Makadia, Owner, Blink Eyecare



CONNECTING BUSINESSES TO VALUABLE RESOURCES

PROVIDING SMALL BUSINESSES & STARTUPS WITH NEW PROGRAMS

Small business is big. We've advanced our support efforts and added key staff to provide resources, educational programs, connection opportunities and cost-saving benefits that help new and small businesses do more business.



Get connected:
More than 10,000 attendees took part in 300+ plus events!

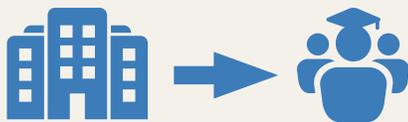
CONNECTING MEMBERS WITH OPPORTUNITIES TO GET INVOLVED

Members made a difference.

By participating in events, expanded committee participation and volunteer opportunities, our membership secured a seat at the table and formed important business connections.

ENGAGING KIDS IN THE WORLD OF BUSINESS

Industry experts gave students a look into their future. Business AfterSchool industry week workshops focus on career awareness for students, educators and parents in vital areas that include Manufacturing, AgriBusiness, Computer Science, Engineering and Health Care.



Industry weeks work:
35 companies and 158 business professionals hosted 485 students, 27 parents and 63 educators.

DEVELOPING STRONG COLLABORATIONS THROUGH STEM

Take a look through the lens of Science, Technology, Engineering and Math.

In partnership with the Northeast Educational Service District, the Spokane STEM Network worked to increase the number of students pursuing and achieving STEM competencies for future careers.

DRIVING INITIATIVES TO IMPROVE OUR REGION

BUILDING A WORLD-CLASS WORKFORCE

Learning never ends. We connected hundreds of teachers and business professionals through the Teaching the Teachers program, providing valuable industry-specific information to help educators guide their students to a successful post-graduation future.

BRINGING JOBS TO THE REGION TO FORTIFY OUR ECONOMY

Creating jobs through expansions and relocations. Our economic development efforts focus on creating a competitive business ecosystem that boasts a ready infrastructure, pro-business policies and a skilled workforce.

INTEGRATING K-12 WITH TECHNOLOGY & ENGINEERING CONCEPTS

Building a competitive edge. More than 1,200 Washington and Oregon high school students showcased their creativity through robotics competitions that turned concepts into a realistic view of a tech-savvy future.

CONNECTING BUSINESSES WITH GOVERNMENT CONTRACTING

Capable local companies became part of the government marketplace.

Through our Procurement Technical Assistance Center (PTAC), businesses received education, guidance and assistance that helped them secure contracts with the government.



PTAC helps produce:
More than 3,600 government contracts worth more than \$106 million created 2,127 new jobs.



Vision 2030: This project has the potential to drive a 20-year economic impact of \$1.7 billion annually and more than 9,000 new jobs.

LEADING A VISION FOR ROBUST BIOSCIENCE INDUSTRY GROWTH

Visualizing industrious economic impacts. A team of strategically-focused GSI Board members formed to accelerate the achievement of the economic impact potential of Vision 2030, a plan that focuses on the growth and commercialization of the region's research, medical education and bioscience industries.

DRIVE • ADVOC

EVALUATING GIRLS IN UNDERREPRESENTED STEM FIELDS
Giving girls the go-ahead. We evaluated work-based STEM learning experiences and discovered an urgent need for more girl-focused programming. We're working to change the landscape of gender-in-STEM issues to improve workforce development.



Post-secondary success: The Graduate! Network
selected Spokane and GSI to join 11 other communities across the nation to participate in a 3-year technical assistance endeavor to help communities foster and test new ideas, and achieve post-secondary education attainment.

INCREASING REGIONAL EDUCATION ATTAINMENT

Post-secondary education is a first-tier priority. Through grants and partnerships we've worked to facilitate employer-led initiatives and effective completion infrastructures that will increase the region's adult education attainment level.

STRENGTHENING INTERNATIONAL TRADE IN THE REGION

Trade efforts that take you places. We realigned our International Trade program with focuses in trade promotion, trade education, trade relations, and services to promote the importance and impact of trade on our local economy.

CREATING ECONOMIC VIABILITY

Filling holes and bridging gaps. We collaborated with partners to facilitate a regional competitiveness study to guide our business environment work that will ensure a robust recruitment and retention future.

ADVOCATING WITH A STRONG UNIFIED VOICE



Education is one of the most important assets to attract new businesses, create new jobs and ensure we have a strong workforce.

EDUCATION GROWS ECONOMIES

Economic growth, by the books. We advocated for and supported the Spokane region's public school bonds and levies through a region-wide campaign that resulted in the passage of 13 levies and three bonds.

ADVOCATING ON BEHALF OF OUR REGION WITH A UNIFIED VOICE

There is power in numbers. To advance key regional projects and initiatives, promote legislation to improve early learning, K-12 and higher education priorities, and support community and civic projects, we led delegations of 90 business leaders to Olympia, and 40 business leaders to Washington, D.C.

REPORTING STATE LEGISLATIVE BUSINESS SUPPORT

Keeping track of track records. We released our first State Legislative Scorecard, highlighting the voting records of regional legislators and shining a light on those who supported the greater-Spokane region's State Agenda, and those who did not.

CREATING AN ENVIRONMENT FOR JOB GROWTH

One more way to make business better. With the help of partner organizations we selected a consultant to develop a strategic business plan for the Port District of Spokane, which will educate and inform voters on community needs, forecasted activities, authorities, construction, financing and development of a new Port Authority.

SUPPORTING HIGH-QUALITY LEARNING PROGRAMS

Coverage from cradle to career. We pushed for legislation that will provide funding for high-quality early learning and state-match for school construction and innovative learning space in both K-12 and higher education.

WORKING FOR RECORD-SETTING STATE LEGISLATIVE WINS

Years of work pays off! Legislative advocacy efforts produced more than \$1.7 billion for the region, which is set to benefit from immense improvements that will enhance the economic viability of the Inland Northwest for years to come.



Keep business moving: The 2015 State transportation package will fund multiple projects throughout the region, including \$878 million for the completion of the North Spokane Corridor.

"GSI was my first stop when I moved to Spokane to open our DCI office here, and they've been a supportive partner ever since."

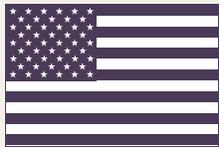
- Mark Aden, CEO, DCI Engineers Inc



KEY COMMUNITY PRIORITIES

INCREASE MEDICAL EDUCATION IN THE REGION THROUGH ADVOCACY FOR WSU AND UW INITIATIVES TO GROW FOUR-YEAR AND GRADUATE MEDICAL EDUCATION

In partnership with community and higher education leaders, GSI played a key role in the advocacy for the state legislature's expansion of four-year medical education here in Spokane, supporting both the creation of an independently accredited medical school at Washington State University Spokane and the expansion of the Spokane-based University of Washington School of Medicine's WWAMI medical education program.



PROTECT AND ADVOCATE FOR FAIRCHILD AIR FORCE BASE (FAFB) AND ASSOCIATED JOBS

Forward Fairchild, an active committee of GSI, joined with partner agencies Community Frameworks, Habitat for Humanity and Catholic Charities to advocate and secure funding to purchase land in the Accident Potential Zone to protect FAFB from encroachment, strengthening the future mission potential of the base.

PROVIDE EXCEPTIONAL SERVICES TO SUPPORT BUSINESS STARTUPS, ENTREPRENEURSHIP AND DEVELOP A SUPPORTING ECO-SYSTEM

Startup Spokane, GSI's Entrepreneurship Program, continued ramping up its efforts in assisting, developing, and celebrating entrepreneurship in the Spokane region. More than 50 startup companies received direct assistance from GSI, and Share Space Spokane, the program's co-working space, reached capacity, allowing the program to grow into a new location.

ADVANCE REGIONAL EDUCATION ATTAINMENT IN SUPPORT OF 60% OF ADULT POPULATION IN SPOKANE COUNTY ATTAINING POSTSECONDARY EDUCATION BY 2025

GSI received the ACCE Lumina Award for Education Attainment, a one-time \$40,000 award to help support the vision of increasing the adult education attainment level of Spokane County from 40% to 60% by 2025 through an employer-led initiative focused on the ~74,000 working adults with some college, no degree.

ADVOCATE AND SECURE FUNDING FOR THE COMPLETION OF THE NORTH SPOKANE CORRIDOR

As part of the Transportation Coalition, GSI worked to promote and advocate for a regional and interstate transportation system. A 2015 State Transportation package passed, which will fund multiple projects for our region including \$878 million for the North Spokane Corridor.



SUPPORT THE EXPANSION OF LOCAL AEROSPACE COMPANIES AND RECRUITMENT OF NEW FIRMS

AIR Spokane is continuing its recruitment efforts on targeted prospects for relocating or expanding to Spokane. GSI and Spokane International Airport have met with a number of these targets, pitching the business case for the Spokane community. Visits to Spokane are being coordinated by the two lead organizations.



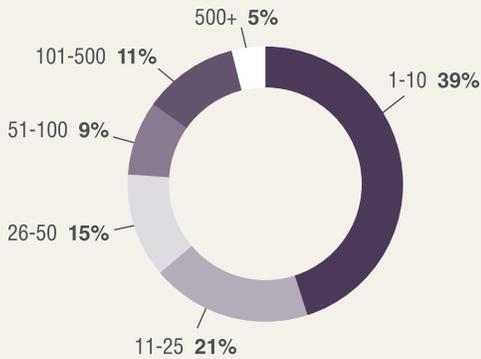
Developing the economy:
We recruited Keystone Automotive, Comcast and AMI Metals to the region, cumulatively creating 836 direct jobs, an annual economic impact of more than \$112 million, and a capital investment of \$26 million.

Retention and expansion efforts helped Pyrotek, Aero-Flite Inc, NextIT, Able Label Inc, Seaport Steel, and Havana Venture LLC (Lite-Check) grow, creating 178 direct jobs, an annual economic impact of \$79 million, and a capital investment over \$16 million.

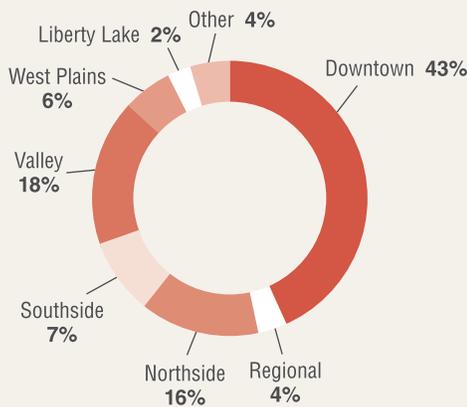
GSI also met with and provided assistance for more than 318 businesses.

ADVOCATE

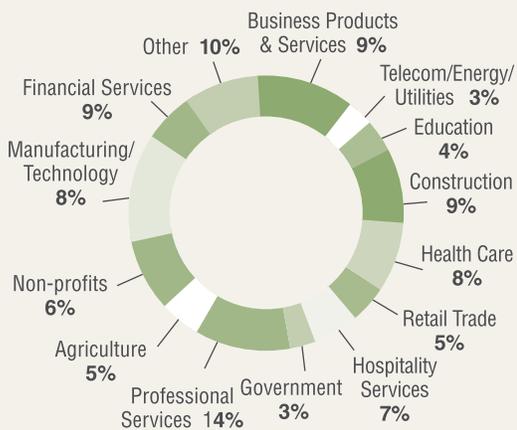
MEMBERS BY NUMBER OF EMPLOYEES



MEMBERS BY LOCATION



MEMBERS BY INDUSTRY



TOP LEVEL INVESTORS

We would like to recognize our top level investors whose significant financial support of Greater Spokane Incorporated this year has enabled us to be increasingly effective, introduce new programs and services, and continue to be the premier business leadership organization in the region.

REGIONAL VISIONARIES

Avista
Cowles Company
Providence Health Care
Rockwood Health Systems
Umpqua Bank
Washington Trust Bank

COMMUNITY LEADERS

Itron Inc
Northern Quest Resort & Casino
PAML LLC

CHAIRMAN'S CIRCLE

Bank of America
Banner Bank
Central Pre-Mix Concrete Co
CenturyLink
Garco Construction Inc
Gonzaga University
Inland Northwest Health Services
Inland Power
JPMorgan Chase
KXLY Broadcast Group
Lydig Construction
Moss Adams LLP
Northwest Farm Credit Services
Numerica Credit Union
Pearson Packaging Systems
Potlatch Corporation
Premera Blue Cross
Red Lion Hotels Corporation
Spokane International Airport
STCU
University of Washington
URM Stores Inc
U.S. Bank
Washington State University Health Sciences Spokane
Wells Fargo
Whitworth University

PRESIDENT'S CLUB

Altek Inc
Asuris Northwest Health
DAA Northwest
Davenport Hotels
DoubleTree by Hilton Spokane City Center
Eide Bailly
Graham Construction and Management Inc
Guardian Life Insurance Company Of America
Inland Empire Paper Co
Iron Bridge Office Campus
Jensen Distribution Services
Jubilant HollisterStier LLC
Kiemle & Hagood Company
NAI Black
Rosauers Supermarkets Inc
Spokane Transit Authority
Sysco Spokane Inc
Telect Inc
The Coeur d'Alenes Company
Walmart Market Office
Witherspoon Kelley

CIVIC PARTNERS

Spokane County
Washington State Department of Commerce
City of Spokane
City of Spokane Valley
Kalispel Tribe of Indians
City of Airway Heights
City of Cheney
City of Deer Park
City of Liberty Lake
City of Medical Lake
City of Millwood
City of Newport



509.624.1393 | GreaterSpokane.org

801 W Riverside Ave, Suite 100 Spokane WA 99201

“So much of my business growth has come from GSI. As a sole practitioner I need access to clients and continued education and GSI offers the highest level and quality of both.”

- Staci Clary, Owner, Hold On Now



2015-2016 BOARD OF TRUSTEES

Creating Something Greater



CHAIR
Dr. Christine Johnson
*Community Colleges
of Spokane*



CHAIR-ELECT
Larry Soehren
*Kiemle & Hagood
Company*



**IMMEDIATE
PAST CHAIR**
Linda Elkin
U.S. Bank



GENERAL COUNSEL
Bill Symmes
Witherspoon Kelley



TREASURER
Kurt Walsdorf
Bank of America



PRESIDENT & CEO
Steve Stevens
*Greater Spokane
Incorporated*



Jay Allert
*Aslin-Finch
Company*



Carla Altepeter
*Numerica
Credit Union*



Barry Baker
*Baker Construction
& Development*



Tom Barbieri
Goodale & Barbieri



Rick Betts
Moss Adams



Bill Bouten
*Bouten
Construction*



Dr. Lisa Brown
*Washington State
University Spokane*



Brady Cass
*Asuris Northwest
Health*



Maurine Cate
Deaconess Hospital



Lynnelle Caudill
*The Davenport Hotel
Collection*



Mayor David Condon
City of Spokane



Elaine Couture
*Providence
Health Care*



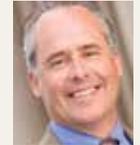
W. Stacey Cowles
*The Spokesman
Review*



Dr. Mary Cullinan
*Eastern Washington
University*



Mark Dailey
Integrus



Scott Dietzen
CliftonLarsonAllen



Steve Duvoisin
Inland Imaging



Roger Flint
CH2M Inc



Geoff Forshag
*Two Wheel
Transit*



John Francisco
Inland Power



Ryan Gee
Gee Automotive



Brad Gile
Caterpillar Inc



Kristin Goff
*Wendle Ford
Nissan Infiniti*



Mayor Dean Grafos
City of Spokane Valley



Craig Hart
*Hart Capital
Management*



Phil Haugen
*Northern
Quest Resort*



Jack Heath
*Washington
Trust Bank*



Michelle Hege
*Desautel Hege
Communications*



Chris Henjum
*Hydrafab
Northwest Inc*



Craig Higashi
*Spokane
Produce Inc*



Tom Johnson
STCU



Larry Krauter
*Spokane
International Airport*



Lewis Lee
Lee & Hayes



Pam Lund
*Girl Scouts of Eastern
WA and Northern ID*



Dr. Thayne McCulloh
Gonzaga University



Col. Charles McDaniel
*Fairchild Air
Force Base*



Patricia McRae
KHQ TV



**Commissioner
Todd Mielke**
Spokane County



Sharelynn Moore
Itron Inc



Marcelo Morales
A4Ventures



Scott Morris
Avista



Kevin Person
Wagstaff Inc



Mayor Steve Peterson
City of Liberty Lake



Jeff Philipps
*Rosauers
Supermarkets*



Brian Read
Umpqua Bank



Paul Read
Journal of Business



Dr. Shelley Redinger
*Spokane Public
Schools*



Steve Robinson
*Spokane
Rock Products*



Michael Senske
*Pearson Packaging
Systems*



Tom Simpson
etaizl



Ben Small
*Central Valley
School District*



Don Ting
Pyrotek Inc



**Dr. Francisco R.
Velázquez**
PAML LLC



Clancy Welsh
Garco Construction



Bruce Williams
GeoEngineers Inc



Denny York
*Fairmount Memorial
Services*

	Investor \$10,000	Visionary \$5,000	Corporate \$2,500	Advancement \$1,000	Growth \$800	Business Plus \$550	Basic \$450
Community Introductions							
Invitation to member welcome reception	●	●	●	●	●	●	●
Chamber member website logo, certificate and window decal	●	●	●	●	●	●	●
Business representation at the local government level	●	●	●	●	●	●	●
Subscription to the Chamber's monthly e-newsletter	●	●	●	●	●	●	●
Access to networking opportunities and to serve on Chamber committees	●	●	●	●	●	●	●
Marketing							
Members-only login to website for member exclusive content	●	●	●	●	●	●	●
Members-only business referrals	●	●	●	●	●	●	●
Included in member directory at SpokaneValleyChamber.org	●	●	●	●	●	●	●
Post member events at SpokaneValleyChamber.org	●	●	●	●	●	●	●
Eligible to have a free member event promoted in e-news per year**	●	●	●	●	●	●	●
Exclusive marketing & sponsorship opportunities for members	●	●	●	●	●	●	●
Website Banner Inclusion on landing page of Chamber website	●	●					
Connect							
Invitation to Chamber networking opportunities	●	●	●	●	●	●	●
Participate in building annual legislative agenda*	●	●	●	●	●	●	●
Post & access online Job Board**	●	●	●	●	●	●	●
Post & access member exclusive discounts at SpokaneValleyChamber.org**	●	●	●	●	●	●	●
Save							
A 50% discount on online advertising	●	●	●	●	●	●	●
Chamber conference room use for your non-ticketed events*	●	●	●	●	●	●	●
Member pricing for Chamber events	●	●	●	●	●	●	●
Business featured in e-newsletter article**	●	●	●	●	●	●	
One set of mailing labels of our Membership List*	●	●	●	●	●	●	
One complimentary ribbon cutting ceremony or other promotion per year*	●	●	●	●	●	●	
One-time social media marketing with link to your company website	●	●	●	●	●		
Membership Address CD or file*	●	●	●	●	●		
One-time free ad in e-newsletter**	●	●	●	●	●		
\$900 advertising package – 4 consecutive week combo package**	●	●	●	●			
Enhanced ribbon cutting or promotional event*	●	●	●	●			
Relocation kit inclusion for 12 months*	●	●	●	●			
Certificates of Origin*	●	●	●	●			
Logo recognition at Business Connection meetings	●	●	●				
Upgrade: \$1800 advertising package – 8 consecutive week combo package**	●	●	●				
VIP placement at events*	●	●	●				
Listed in event programs as Visionary/Investor Partner	●	●					
Logo Highlighted on banner at all events	●	●					
Listed on event slide show as Visionary/Investor Partner	●	●					
Listed in Annual Report as Visionary/Investor Partner	●	●					
Upgrade: \$2200 advertising package - 12 week combo package**	●	●					
Member Directory							
Company profile at SpokaneValleyChamber.org	●	●	●	●	●	●	●
Link to company website on company profile	●	●	●	●	●	●	●
Category listing	●	●	●	●	●	●	●
Short business description (50 words) with company name highlighted*	●	●	●	●	●	●	
Company logo in SpokaneValleyChamber.org directory*	●	●	●	●	●	●	
Long business description (150 words) with logo and ability to upload photos*	●	●	●	●	●		
Enhanced listing with available YouTube video embedding*	●	●	●	●			

*Available upon request.

**Graphics, content, and posting are member responsibilities.

Membership benefits expire at end of each membership year, based on join date.

Working for the Business Community



A quarterly report of our accomplishments and a look at what's ahead

CONNECT.

EMPOWER.

INNOVATE.

First Quarter 2016



VISION

We are the unifying business force dedicated to community vitality and economic prosperity for the Greater Spokane Valley.

ANNUAL SPONSORS:



UPCOMING:

Apr. 15, 11:30 a.m.-1:30 p.m.

Business Connections Lunch

'Kaiser & the Trentwood Transformation'

Speaker: Scott Endres, VP Rolled Products, Kaiser Aluminum

May 12, 1-6 p.m.

The Business Showcase

B2B Expo | Free workshops

Fireside Chat speaker | Door prizes

No charge for admission or parking

June 17, 7-9 a.m.

Business Connections Breakfast

Speaker: Shann Ray Ferch, author & Professor of Leadership Studies, Gonzaga University

Contact Us:

Greater Spokane Valley Chamber of Commerce

509-924-4994

spokanevalleychamber.org

Accomplishments this Quarter

Promoting Economic Development & Advocacy

- Joint Chambers trip to Olympia included 80 delegates from all three local Chambers, bringing a unified voice from the east side of the state.
- Partner in monthly economic development meeting with City of Spokane Valley.
- Tourism workshop with partners in our region to retain, grow, expand, and invest to further serve the growing opportunities for tourism locally.
- Recruited champions for The BIG 5 initiatives which are gaining momentum.
- Strategic alliance with the Cities of Liberty Lake and Spokane Valley continue with generous grants for economic development activities.

Dedicated to Education

- Support of the East Valley Maintenance & Operations Levy. Strong graduation rates are tied directly to levy funding.
- Supported the delay of the "levy cliff" to secure a strong transition for funding education for our school districts.
- Vocational scholarships were added to the programs supported through Spokane Valley Chamber Foundation.

Building Member Value

- Recognition & celebration of Citizen of the Year, Chuck Hafner, and other awards recipients at the Annual Gem of the Valley Gala.
- Exclusive local partner with Google Street View Indoors team to bring the popular Google Maps "Street View" technology INSIDE businesses.
- Business Connections programs highly rated among attendees and continue to grow in attendance.
- Expanded educational networking opportunities with Let's Talk Shop workshops.

What's Ahead

- The Business Showcase expanded to Spokane County Fair & Expo Center. Our new location and floor plan features more exhibit spaces and improved attendee flow for networking and making new business connections.



A quarterly report of our progress on The BIG 5 initiatives and our strategic plan

CONNECT.

EMPOWER.

INNOVATE.

First Quarter 2016

The BIG 5 gains momentum



VISION

Focused on the core values and attributes that draw business and industry to our region, the BIG 5 serves as both the beacon and the compass for economic prosperity and community vitality for the Greater Spokane Valley region.

ABOUT THE BIG 5:

The Greater Spokane Valley Chamber is dedicated to building and promoting collaborative partnerships that stimulate economic prosperity and serve the common good.

The BIG 5 is a community engagement effort, launched by the Greater Spokane Valley Chamber of Commerce to identify and drive community-wide initiatives that stimulate community vitality and nurture economic prosperity for the Greater Spokane Valley region.

Contact Us:

Greater Spokane Valley
Chamber of Commerce

509-924-4994
spokanevalleychamber.org

Greater Outdoors

- Research from City of Spokane Valley demonstrates early reports of needs/opportunities for outdoor sports-plexes in the Valley.
- Study to be conducted in partnership with Cities, County, and CVSD to identify supporting needs in an outdoor sports-plex project.
- Stakeholders identify needs with the County for upgrades to parks and Plantes Ferry.
- Discussions with champions from the outdoors for our rivers and trails continue to identify means by which we can promote and protect existing efforts and collaborate.

Greater Goods

- Official announcement made for the Chamber to produce the rebranded "Manufacturing Matters EXPO" to be held at the Spokane County Fair & Expo Center, September 2016.
- Efforts underway to bring together studies from our partners in the region to identify next steps for economic growth, expansion and support for manufacturing in our Valley continues.

Greater Learning

- Meetings with Superintendents to identify needs and opportunities to forge a deep collaborative effort with our business community in a strategic step forward.
- Discussions of quarterly engagements to span the market over a possible 2-year period to build out not merely a strong workforce, but illumine and inspire pathways for our youth.

Greater Cures

- Middle to Med school pipeline discussion to expand and touch all aspects of the medical field and provide inspiration to the opportunities found in the medical community offering 20% of the jobs in the national GDP.

Greater Vision

- Retail research by City of Spokane Valley
- Restaurant Roadmap
- Economic Forecast inspired by the BIG 5 for our Valley by Steve Scranton, Chief Investment Officer for Washington Trust Bank

Learn more under The BIG 5 tab at spokanevalleychamber.org. If you'd like to get involved in The BIG 5, answer the 3 questions link easily found on any of the BIG 5 pages, or call our office at 509-924-4994.

WHAT GSI DOES

Greater Spokane Incorporated (GSI), the Spokane region's Chamber of Commerce and Economic Development organization, represents 1,200+ businesses and organizations employing more than 100,000 individuals who live, work and do business in the greater-Spokane region.

Our Mission: We lead transformative business and community initiatives to build a robust regional economy.

Our Vision: A vibrant Spokane region where businesses and communities thrive.

Our Core Values:

Collaboration: We are inclusive and welcome a diversity of perspectives that reflect the aspirations of our community.

Innovation: We are resourceful and creative, and strive for intentional progress in all that we do.

Respect: We foster mutually respectful relationships between members, our partners and the community.

GSI works to create something greater for the Spokane region by connecting businesses to valuable relationships and resources, driving initiatives to improve our region, and advocating for business with a unified voice.

We align with the local business community and partners throughout the region in support of a healthy and vibrant environment in which to live, work and do business. We do this by concentrating on the key areas of economic development, education and workforce, and public policy.

Economic Development

Creating more jobs through expansions and relocations means more people working and more dollars circulating through the community. In the last five years, we've assisted in the relocation, expansion or retention of almost 50 businesses -- right here in our region. This economic development work accounted for more than 3,540 new direct jobs and over \$900 million in annual economic impact.

Education and Workforce

Our focus in this area helps ensure that when it comes time for you to hire, you'll find individuals who possess the educational background you need to be successful. GSI is dedicated to improving the education attainment of our region by increasing the proportion of residents in Spokane County with high-quality degrees, certificates or other credentials from 40% to 60% by 2025.

Public Policy

GSI advocates on your behalf, lowering your cost of doing business and bringing more dollars into the community. Each new job means more money that will be spent right here in our community. Since its formation in 2007, GSI's advocacy efforts have resulted in more than \$900 million in funding for local projects and initiatives that better our region.

Small Business

GSI believes in the power of small business: 75% of our membership is represented by businesses with 50 or fewer employees; 40% have 10 or fewer. Through more than 100 events each year, GSI creates visibility options for your business, connects you to experts and decision makers, and drives more business to your business.

MEMBER BENEFITS

In business, success depends on what you know and who you know. Joining Greater Spokane Incorporated (GSI) will put you in touch with new potential customers and clients, provide practical business training for you and your staff and increase your visibility in the community. In addition to joining an alliance of more than 1,200 member companies that employ close to 150,000, there are a host of member benefits available to your business – from event discounts and complimentary small business workshops to discounted advertising, free job postings, and other great visibility opportunities.

In addition to these benefits, GSI works to make this region the best place to live, learn, work and play – for you and your business – by connecting you to valuable relationships and resources, by driving initiatives that improve your business and our region, and by advocating on behalf of your business with a strong unified voice. Your membership shows you care about the health and economy of the greater-Spokane region and that you are committed to improving our business climate and quality of life. **Membership is also tax deductible. Businesses classify their membership as an ordinary business expense.** If you aren't a member already, come to a **free event**, or read our **Top 10 Reasons to Join**.

GSI membership has many benefits. A small sampling of these include:

- Building awareness of your company at 80+ discounted events a year
- Marketing opportunities through newsletters and social media
- Being seen in online membership directory 24/7
- Complimentary small business workshop tickets
- Free job postings
- Discounted advertising opportunities
- Sponsorship and tradeshow participation opportunities

- Business advocacy trips to Olympia and D.C.
- Display table opportunities at events
- Participate on one or more committees
- Connect with local and state elected officials
- Take advantage of GSI's health care benefits program
- Participate in the Buy Local Program
- Grow professionally through best-practices workshops
- Complimentary 3 month subscription to the Journal of Business
- Special pricing for **Certificates of Origin**
- Complimentary introductory **subscription to Bid Match (\$135 value)**
- Take advantage of highly competitive group rates for health insurance benefits
- Take advantage of highly competitive group rates for health insurance benefits
- Decision makers who know a business is a member of their local chamber of commerce are 80% more likely to purchase from that business. (**Shapiro Study**, American Chamber of Commerce Executives)

2017 BUDGET QUESTION AND REQUEST FORM

DATE: 10-28-2016

Requestor: Jessica McGuire

Question or Budget Adjustment Request:

Why the 19% increase for the Spokane Regional Clean Air Agency line item? Page 45

Budget Adjustment Amount: \$

FUND # or Budget Line Item:

FOR ADMIN USE ONLY

Received Date: 10-28-2016

Response or Action:

See attached PDF. Spokane Regional Clean Air Agency bases there assessment on population of assessed valuation of the City. They are also imposing a 12% increase for 2017 and City may see smaller increases in the future as outlines in this letter. This is a State mandated assessment.

MBQ# ___14_____

(if extra space is needed, please use the back of this document add an attachment)

Once completed, please send them to the Finance Director



June 9, 2016

City of Liberty Lake
Attn: Accounting Director
22710 E Country Vista-Drive
Liberty Lake WA 99019

RE: 2017 Local Assessment Notification for Spokane Regional Clean Air Agency

This is notification establishing your Calendar Year 2017 assessment for Spokane Regional Clean Air Agency (Spokane Clean Air) at \$16,991. The Spokane Clean Air Board of Directors (Board) approved your local assessment for Calendar Year 2017 at the public hearing for the Fiscal Year 2017 budget on June 2, 2016. You will receive an invoice for this sum in December and payment will be due by January 20, 2017. Quarterly payments are allowed by law per RCW 70.94.093(3).

Method is used to determine the local assessment for each jurisdiction in Spokane County RCW 70.94.093(1) and (2) outlines the methods for this determination. It can be based on the proportion of assessed property valuation within the agency's jurisdiction; it can be based on the proportion of population from the most recent census; or it can be a 50-50 combination of both methods. Spokane Clean Air's Board uses the combination method for calculating the local assessment. When the total amount of the local assessment is the same from one year to the next, the amount billed to each jurisdiction may fluctuate due to increases or decreases in population and property values.

Calendar Year 2017 includes a 12% increase to local assessments

Spokane Clean Air has been planning for reduced state and federal grants over the last several years and additional reductions are anticipated. To prepare for these reductions the agency worked to reduce operational costs, such as not filling vacant positions and having employees contribute toward health insurance for dependents. In addition, the agency has increased permit fees to work toward cost-recovery from regulated businesses, where feasible.

Even with these actions, it was apparent to Spokane Clean Air's Board that an increase to the local assessment was necessary. A 12% increase was approved effective for Calendar Year 2017. With the 12% increase the total amount divided among the local jurisdictions is \$682,330. The previous total dollar amount assessed by Spokane Clean Air, \$609,225 had not changed since 1999 over 15 years ago.

REC'D JUN 09 2016

Potential future adjustments to local assessments

At the June 2, 2016 meeting Spokane Clean Air's Board expressed a desire for future increases to the total local assessment to be smaller and more frequent rather than a large increase at one time. With this in mind, we recommend your jurisdiction *plan* for a possible 3% increase in 2018 and each following year. When the Spokane Clean Air's Board approves the budget each June, they will decide if there will be adjustments to the total local assessment amount. Per RCW 70.94.093(3) annual notifications will be made to all jurisdictions by the fourth Monday in June of the year prior to the effective date of the local assessment after the Board has approved Spokane Clean Air's budget.

Please feel free to contact me directly if you have any questions or concerns at (509) 477-4727, extension 121.

Best regards,



Julie Oliver, Executive Director
Spokane Regional Clean Air Agency

cc: City Administrator
Correspondence file

2017 BUDGET QUESTION AND REQUEST FORM

DATE: 10-28-2016

Requestor: Jessica McGuire

Question or Budget Adjustment Request:

What has the city paid in credit card transaction fee's in relation to, but not limited to, permits, park rentals, garden box rentals, etc?

Budget Adjustment Amount: \$

FUND # or Budget Line Item:

FOR ADMIN USE ONLY
Received Date: 10-28-2016
Response or Action:
<i>For 2016, the City has paid \$21K (which includes credit usage charges and bank transaction fees) based on total sales of the transaction of \$450K.</i>
MBQ# <u> 15 </u>

(if extra space is needed, please use the back of this document add an attachment)

Once completed, please send them to the Finance Director

2017 BUDGET QUESTION AND REQUEST FORM

DATE: 10-28-2016

Requestor: Jessica McGuire

Question or Budget Adjustment Request:

Is there a set percentage that salaries increase by each year automatically?

Budget Adjustment Amount: \$

FUND # or Budget Line Item:

FOR ADMIN USE ONLY

Received Date: 10-28-2016

Response or Action:

When hired, each employee is placed in a range that has 7 steps. There is a 2% gap between each step. Each year an employee will advance to the next step upon a satisfactory performance review and approval from the Mayor. Employees do not receive a 2% step if they are at the top of their step. For Budget, City assumes that employees will advance to the next step unless they are at their top. For the 2017 Budget, Council approved the Police Union contract that has a different scale and future budgets will reflect this contract. For all other employees, that City suggests an increase to the salary ranges of 2% on top of the 2% step some employees may receive.

MBQ# 16

(if extra space is needed, please use the back of this document add an attachment)

Once completed, please send them to the Finance Director

2017 BUDGET QUESTION AND REQUEST FORM

DATE: 10-28-2016

Requestor: Jessica McGuire

Question or Budget Adjustment Request:

For a city our size, does having 36 full time and 18 part time employee's match other cities our same or similar size?

Budget Adjustment Amount: \$

FUND # or Budget Line Item:

FOR ADMIN USE ONLY

Received Date: 10-28-2016

Response or Action:

City staffing numbers vary based on levels and types of service, as well as each City's business model for delivery of service. For example, Liberty Lake does not provide water, sewer, or solid waste services like Cheney but does have it's own police and library departments. Liberty Lake does not have it's own municipal court like Airway Heights but does have contracts for snow removal and road maintenance. The following are staffing numbers for other City's of similar size: Full Time Emp / Part Time Emp

Cheney - 84 / 12

Ephrata - 47

Airway Heights - 47 / 11

Othello - 41 / 3

W. Richland - 57 / 3

Grandview - 52 / 4

E. Wannatchee - 44 / 2

College Place - 39

MBQ# 17

(if extra space is needed, please use the back of this document add an attachment)

Once completed, please send them to the Finance Director

2017 BUDGET QUESTION AND REQUEST FORM

DATE: 10-28-2016

Requestor: Jessica McGuire

Question or Budget Adjustment Request:

Did council vote to put utilities underground? Which utilities are being referenced?

Budget Adjustment Amount: \$

FUND # or Budget Line Item:

FOR ADMIN USE ONLY
Received Date: 10-28-2016
Response or Action: <i>The Council adopted the comprehensive plan and design regulations which include underground utility policy. (Urban Design Policy #17, pg 18. & Utility Policy #4, pg 27 of Development Code 10-36-6)</i>
MBQ# <u> 18 </u>

(if extra space is needed, please use the back of this document add an attachment)

Once completed, please send them to the Finance Director

City of Liberty Lake
City Council Meeting
September 1, 2015

Council's Priorities for 2016

1. TOWN SQUARE PROJECT – PHASE II

- Develop design concepts & cost estimates
- Identify a funding strategy
- Seek community input

2. BUSINESS SUPPORT & RECRUITMENT

- Develop wayfinding program to support local businesses
- Develop legislative agenda that supports business retention and growth in Liberty Lake
 - Work would include information regarding the cost of doing business

3. TRANSPORTATION PROJECTS

- Pedestrian / Community Safety
 - Work would include street lighting using LED technology
- Congestion Relief – Mission & Molter
 - This project will address increased traffic generated from the Meadowwood Technology Campus
- Appleway Upgrade, Phase II
 - This project will complete the 2015 project from Fairway Road to Hawkstone Loop
- Harvard Road Overpass
 - This project addresses congestion at the intersection at Appleway Avenue and Liberty Lake Road, adding a third lane funded by DOT
- Henry Road Interchange
 - Continue to develop design concepts to move this project forward, positioning ourselves for funding sooner than currently scheduled

4. PARKS & RECREATION

- Negotiate land transaction with Central Valley School District regarding the property north of the proposed K-2 school
 - Identify a scope, budget, and schedule for the multi-use field concept
- Orchard Park
 - Engage River District community in the development of the 10-acre Orchard Park that will encourage the development of the River District Area
- Recreation Program
 - “Right Size” our community events (Barefoot in the Park / Winter Fest) to maximize city resources while coordinating with community volunteers
- Identify options to improve access of the south side of the Spokane River to the Centennial Trail

5. MISCELLANEOUS INITIATIVES

- Public Art
- Fund an undergrounding utility program on an annual basis
- “Identity of Liberty Lake” discussion

2017 BUDGET QUESTION AND REQUEST FORM

DATE: 10-28-2016

Requestor: Jessica McGuire

Question or Budget Adjustment Request:

What will the \$11,000 be used for in 2017 under account 513.10.41.00?
If the funds are not used, where will they go? Page 39

Budget Adjustment Amount: \$

FUND # or Budget Line Item:

FOR ADMIN USE ONLY
Received Date: 10-28-2016
Response or Action: <i>procure. Examples from the past would be hiring professional services for the Solid Waste agreement (2015) and research on the roof as Library/PD (2014). If there is no unforeseen service that comes up in 2017, than the money is not spent and we will consider what should be budgeted for 2018. It does not carry over automatically to the next</i>
MBQ# <u> </u> 19 <u> </u>

(if extra space is needed, please use the back of this document add an attachment)

Once completed, please send them to the Finance Director

**City of Liberty Lake Agreement for Services
City Attorney**

**City of Liberty Lake Agreement for Services
City Attorney**

The City of Liberty Lake, Washington (“City”), agrees to retain Evans, Craven & Lackie, P.S. (“ECL”), 818 West Riverside, Lincoln Building, Suite 250, Spokane, Washington 99201-0910 for City Attorney Services.

I. RECITALS

A. The City is desirous of retaining Evans, Craven and Lackie, P.S. to perform legal services as specified herein.

B. Legal Services (“Services”) shall generally include attendance at City Council Meetings, Special Meetings, and Workshops; preparation and review of all City Ordinances, Resolutions, contracts and other legal related documents; legal opinions and memorandums; review of public works projects; land use planning; purchasing and procurement; leasing, purchasing and sale of property; employment matters; public disclosure laws; and certain other limited legal services as designated by the Mayor.

C. Evans, Craven and Lackie, P.S. will assign Sean P. Boutz, to act as City Attorney for the City of Liberty Lake.

II. AGREEMENT

NOW, THEREFORE, in consideration of the following terms and conditions, the parties agree as follows:

1. Services/Term/Fees.

Sean P. Boutz of Evans, Craven, and Lackie, P.S. shall provide Services as the City Attorney to the City of Liberty Lake in accordance with City Ordinance, State Law and generally accepted legal practices, including those Services contained herein, provided that in the event the City requires ECL’s legal services, including those of Mr. Boutz, outside of the designated Services, including but not limited to any litigation, appeal, administrative law agency or tribunal, or other related jurisdiction, the City shall compensate ECL on an hourly basis as set forth in paragraph 1(B) below.

A. Effective January 1, 2016 and continuing each month thereafter through December 31, 2019, unless modified earlier by the parties, the fee for Services shall be in the amount of five thousand five-hundred dollars (\$5,500) per month. The Services provided under this Agreement shall be tracked at an hourly rate of one hundred eight-five dollars (\$185) per hour for budgeting purposes. The City shall continue compensating ECL the previous fee for Services rendered under the parties prior agreement through December 2015.

**City of Liberty Lake Agreement for Services
City Attorney**

B. For those legal services performed outside of the designated Services identified in this Agreement, Mr. Boutz shall be compensated by the City at an hourly rate of one hundred ninety-five dollars (\$195) per hour.

C. At least ninety (90) days prior to the expiration of this Agreement on December 31, 2019, the parties shall meet to discuss and negotiate an extension of this Agreement to the mutual satisfaction of both parties. In the event the parties are unable to reach an extension of this Agreement before December 31, 2019, the parties hereby agree to extend the monthly fee and Services as provided herein until an extension is agreed upon, or the relationship is mutually terminated.

2. Billing and Payment.

The City shall make monthly payments of the retainer amount set forth herein upon receipt of ECL's monthly billing invoice. Additional charges and incidental expenses related to traveling while representing the City shall be mutually agreed upon between the City and ECL.

3. Effort and Outcome.

Sean P. Boutz and ECL shall use best efforts in its representation of the City. The City acknowledges that ECL and Mr. Boutz can provide no guarantees with respect to the outcome of a matter.

4. Termination of Representation.

- a. ECL reserves the right to withdraw from this Agreement if the City fails to perform as outlined in this Agreement or for any reason as permitted or required under the Washington Rules of Professional Conduct or as permitted by the Court Rules or Judicial Decisions of the State of Washington. Notification of withdrawal shall be made in writing to the City with a reasonable notice period of at least sixty (60) days provided by ECL. In the event of a withdrawal, the City agrees to promptly pay ECL for all Services rendered including all fees, charges and expenses incurred pursuant to this Agreement prior to the date of the withdrawal.
- b. The City reserves the right to terminate the Agreement with or without cause upon sixty (60) days-notice to ECL. In the event of such termination by the City, ECL shall deliver all files as requested by the City provided, that the City shall promptly reimburse ECL all outstanding fees, charges and expenses incurred pursuant to this Agreement as well as copying charges for reproduction of any produced files.

**City of Liberty Lake Agreement for Services
City Attorney**

5. Entire Agreement.

This Agreement constitutes the entire understanding between the parties and any prior understanding or representation proceeding the date of this Agreement shall not be binding upon either party except to the extent incorporated herein.

6. Modification.

This Agreement shall be modified only by mutual agreement of the parties herein. Any modification shall be in writing and signed by each party or an authorized representative.

7. Notice.

Any Notice provided for under this Agreement shall be deemed sufficiently given when sent by certified or registered mail to the respective address of each party.

8. Washington Law and Venue

This Agreement shall be governed by and enforced in accordance with the laws of the State of Washington. Venue shall be Spokane County.

DATED this 15th day of December, 2015.

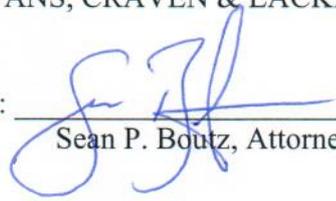
CITY OF LIBERTY LAKE

EVANS, CRAVEN & LACKIE, P.S.

By: _____


Steve Peterson, Mayor

By: _____


Sean P. Boutz, Attorney

Attest:

By: _____


Ann Swenson, City Clerk

2017 BUDGET QUESTION AND REQUEST FORM

DATE: 10-28-2016

Requestor: Jessica McGuire

Question or Budget Adjustment Request:

What does the City of Liberty Lake's contract with the City Attorney consist of

Budget Adjustment Amount: \$

FUND # or Budget Line Item:

FOR ADMIN USE ONLY
Received Date: 10-28-2016
Response or Action:
<i>Attached is the Contract. Legal Services ("Services") shall generally include attendance at City Council Meetings, Special Meetings, and Workshops; preparation and review of all City Ordinances, Resolutions, contracts and other legal related documents; legal opinions and memorandums; review of public works projects; land use planning; purchasing and procurement; leasing, purchasing and sale of property; employment matters; public disclosure laws; and certain other limited legal services as designated by the Mayor.</i>
MBQ# <u> 20 </u>

(if extra space is needed, please use the back of this document add an attachment)

Once completed, please send them to the Finance Director

2017 BUDGET QUESTION AND REQUEST FORM

DATE: 10-28-2016

Requestor: Jessica McGuire

Question or Budget Adjustment Request:

Per the Mayor's comment at the last council meeting, there is going to be a 2" overlay chip seal project over the next 3 years. Which streets and when? Is there an example of what the finished project will look like

Budget Adjustment Amount: \$ 175,000

FUND # or Budget Line Item: 595 30 63 01

FOR ADMIN USE ONLY

Received Date: 10-28-2016

Response or Action:

Almost ten years ago a chip seal project was completed in the Heights subdivision. There have been persistent complaints since the project was completed about the material raveling off and being tracked into people's homes and vehicles. The proposed project covers those chip sealed areas with Hot Mix Asphalt (HMA) to provide a surface that will not track material into homes and cars. The finished product will look like any paved road, no difference.

Here is the schedule:

2017 - Valleyway, Mitchell Ct

2018 - McKinzie, Garry, Knudson, Main, Colleen

2019 - Riverside, Wright, Mitchell

MBQ# 21

(if extra space is needed, please use the back of this document add an attachment)

Once completed, please send them to the Finance Director

2017 BUDGET QUESTION AND REQUEST FORM

DATE: 10-28-2016

Requestor: Jessica McGuire

Question or Budget Adjustment Request:

What will the new message board(s) look like?

Budget Adjustment Amount: \$

FUND # or Budget Line Item:

FOR ADMIN USE ONLY

Received Date: 10-28-2016

Response or Action:

There is not a rendition available as of yet. Before procurement can happen, it would come before City Council, at the latest, this is where a rendition of the board and where it will go will be given.

MBQ# 22

(if extra space is needed, please use the back of this document add an attachment)

Once completed, please send them to the Finance Director

2017 BUDGET QUESTION AND REQUEST FORM

DATE: 6-Nov-16

Requestor: Shane Brickner

Question or Budget Adjustment Request: _____

Regarding the reserve training have you confirmed with chief on this. Per our discussion he may only be considering 1 reserve based on candidate pool which would drop cost?

Budget Adjustment Amount: \$ 12,000

FUND # or Budget Line Item: 5214800

FOR ADMIN USE ONLY
Received Date: 11-7-2016
Response or Action:
<i>We are planning on sending two reserve officers through the academy. We will not know for sure if the two that are being considered will be sent to the academy until their backgrounds including polygraph and psychological exams are completed. We will not have this completed until the end of the year. So for now, the request is to keep the proposed dollar amount in this line item.</i>
MBQ# <u>23</u>

(if extra space is needed, please use the back of this document add an attachment)

Once completed, please send them to the Finance Director

2017 BUDGET QUESTION AND REQUEST FORM

DATE: 6-Nov-16

Requestor: Shane Brickner

Question or Budget Adjustment Request:

Can you give us a layout of where the mayor would like to put the security camers

Budget Adjustment Amount: \$ 50,000

FUND # or Budget Line Item: 597-21-00

FOR ADMIN USE ONLY

Received Date: 11-7-2016

Response or Action:

The locations have not yet been determined. The location priority would be given to those areas that would be most beneficial for public safety. Examples would be the arterial and collector intersections, and public areas experiencing property crimes (vehicle prowls, vandalism etc.)

MBQ# ____ 24 ____

(if extra space is needed, please use the back of this document add an attachment)

Once completed, please send them to the Finance Director

2017 BUDGET QUESTION AND REQUEST FORM

DATE: 6-Nov-16

Requestor: Shane Brickner

Question or Budget Adjustment Request:

Why the increase for firework based on possible venue change?

Budget Adjustment Amount: \$ 28,000

FUND # or Budget Line Item: 5714105

FOR ADMIN USE ONLY
Received Date: 11-7-2016
Response or Action:
<i>There may be a need to move the location of this event. If that does happen, then the City will need extra supplies and preparation for a new location. This could include sand, site preparation, and watering. The goal is to keep the event at the same location. City staff will be working with the Vendor and finalizing details later this fall/early winter.</i>
MBQ# __25__

(if extra space is needed, please use the back of this document add an attachment)

Once completed, please send them to the Finance Director

2017 BUDGET QUESTION AND REQUEST FORM

DATE: 6-Nov-16

Requestor: Shane Brickner

Question or Budget Adjustment Request: _____

Where would the cross walk on appleway go for the trail system and would this still be needed if lights are going in at signal

Budget Adjustment Amount: \$ 30,000

FUND # or Budget Line Item: 542304806

FOR ADMIN USE ONLY

Received Date: 11-7-2016

Response or Action:

Crosswalks and centerline striping have been added to our inventory since 2016, 2015. The cost increase is a reflection on additional striping for new crosswalks and centerlines. The crosswalk on Appleway would be placed on the west side of the Appleway / Country Vista intersection. It would still be needed if lights are going in at Signal and at Madson.

MBQ# 26

(if extra space is needed, please use the back of this document add an attachment)

Once completed, please send them to the Finance Director

2017 BUDGET QUESTION AND REQUEST FORM

DATE: 6-Nov-16

Requestor: Shane Brickner

Question or Budget Adjustment Request: _____

I recall a discussion about this awhile back and I thought their was an organization that wanted to put one in at no cost to us. Can you clarify if this is a different one

Budget Adjustment Amount: \$ 5,000

FUND # or Budget Line Item: CFP 14

FOR ADMIN USE ONLY
Received Date: 11-7-2016
Response or Action:
<i>In CFP 14, it identifies the City installing a charging station. This year the City was selected by Avista to have a site that would have a charging station that would be located at Town Square. The total cost of the charging station is \$5K, with Avista covering \$2K of that number</i>
MBQ# <u>27</u>

(if extra space is needed, please use the back of this document add an attachment)

Once completed, please send them to the Finance Director

**CITY OF LIBERTY LAKE
2016 - 2021 CAPITAL FACILITIES PLAN
Capital Improvement Worksheet**

CFP No.: 16

HISTORY OF PROPOSAL

NEW PROJECT: IN PREVIOUS CFP: _____ MODIFIED FROM PREVIOUS CFP: _____

PROJECT

TITLE: FALLEN HEROES CIRCUIT COURSE - RIVER DISTRICT RIVERBEND PARK / TRAIL / QUINIMOSE
PARK (POLICE)

LOCATION: TBD

DESCRIPTION: Extension of the Fallen Heroes Circuit Course of outdoor adult fitness equipment to the north of I-90 to enhance the quality of living in Liberty Lake while honoring a local fallen police officer

PURPOSE & NEED: Provide an easily accessible exercise course for a growing community to accommodate expansion of facilities and programs available. Local residents, businesses and visitors will benefit from this outdoor circuit course. The City can boast such a course in marketing campaigns targeted at new residents and businesses as well as potential visitors.

ENVIRONMENTAL: A SEPA Checklist and Threshold Determination will be completed, if applicable

PROJECT STATUS: Planning

ESTIMATED CONSTRUCTION COST: \$50,000

ESTIMATED EXPENDITURE YEAR: 2017

ANTICIPATED FUNDING SOURCES: City / Grant / Donation

CHANGES TO PREVIOUS CFP: N/A

ESTIMATED ANNUAL COST: TBD

ESTIMATED ANNUAL SAVINGS: TBD

ESTIMATED LIFESPAN: TBD

DEPARTMENT RESPONSIBLE FOR MAINTENANCE: Parks & Open Space

ESTIMATED ANNUAL REVENUES: TBD

2017 BUDGET QUESTION AND REQUEST FORM

DATE: 6-Nov-16

Requestor: Shane Brickner

Question or Budget Adjustment Request:

How many site location are planned for this project (Fallen Heroes)

Budget Adjustment Amount: \$ 50,000

FUND # or Budget Line Item: CFP 17

FOR ADMIN USE ONLY
Received Date: 11-7-2016
Response or Action: <i>The latest CFP identifies two locations for future Fallen Heroes projects. CFP #17 Fallen Heroes Project is identified to be located at Orchard Park and dedicated to the Fire Department and is planned to be part of the Orchard Park project. CFP #16 (see attached) is the other identified Fallen Heroes Project and is dedicated to the Police Department to be located at a park near the Spokane River. This project is still a couple years out.</i>
MBQ# 28

(if extra space is needed, please use the back of this document add an attachment)

Once completed, please send them to the Finance Director

2017 BUDGET QUESTION AND REQUEST FORM

DATE: 6-Nov-16

Requestor: Shane Brickner

Question or Budget Adjustment Request:

LLES Field Renovation. What kind of improvement are we looking at with this project and will the city have rights to these fields to rent them out to teams or will it still be controlled by the school district?

Budget Adjustment Amount: \$ TBD

FUND # or Budget Line Item: CPF 20

FOR ADMIN USE ONLY
Received Date: 11-7-2016
Response or Action:
<i>The 2017 Proposed Budget includes \$100K to design that area for multi-field use and an estimate on the cost build a multi-use field. The City does retain ownership and care of the field and it would stay in the City's control to rent out the field(s).</i>
MBQ# 29

(if extra space is needed, please use the back of this document add an attachment)

Once completed, please send them to the Finance Director

2017 BUDGET QUESTION AND REQUEST FORM

DATE: 6-Nov-16

Requestor: Shane Brickner

Question or Budget Adjustment Request:

What are we looking when including a hillside slide at Rocky Hill? Also what kind of shades are planned for the playground?

Budget Adjustment Amount: \$ 50,000

FUND # or Budget Line Item: CFP 36

FOR ADMIN USE ONLY
Received Date: 11-7-2016
Response or Action:
<i>2017 Budget only includes \$5K for any playground equipment that needs to be replaced. City is not planning on adding any items mentioned in CFP 36 for 2017.</i>
MBQ# 30

(if extra space is needed, please use the back of this document add an attachment)

Once completed, please send them to the Finance Director