

FISCAL YEAR 2020 BUDGET

Presented by
Mayor Steve Peterson



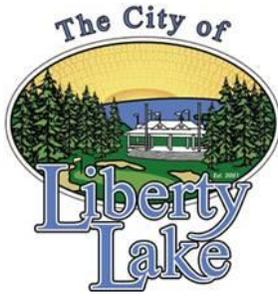
2020 TABLE OF CONTENTS

PAGE	04	MAYOR'S MESSAGE
PAGE	09	ELECTED OFFICIALS AND STRATEGIC PLAN
PAGE	12	BOARDS AND COMMISSIONS
PAGE	16	BUDGET GUIDE
PAGE	26	BUDGET ORDINANCE
PAGE	28	2019 BUDGET SUMMARY BY FUND
PAGE	29	2019 PROPOSED SALARY SCHEDULE
PAGE	30	ORGANIZATION CHART
PAGE	31	PROPERTY TAX LEVY RESOLUTION
PAGE	33	BUDGET SUMMARY BY REVENUE & EXPENDITURE
PAGE	38	GENERAL FUND
PAGE	39	LEGISLATIVE
PAGE	42	EXECUTIVE
PAGE	46	ADMINISTRATIVE SERVICES
PAGE	51	LEGAL & GENERAL GOVT
PAGE	56	POLICE
PAGE	62	PLANNING AND BUILDING
PAGE	67	LIBRARY
PAGE	71	OPERATIONS & MAINTENANCE
PAGE	78	ALL OTHER FUNDS
PAGE	79	STREETS O&M FUND
PAGE	87	PARKS & ARTS FUND
PAGE	88-91	SPECIAL REVENUE FUNDS
PAGE	92	DEBT SERVICE FUND
PAGE	93	REET 1 CAPITAL FUND
PAGE	94	REET 2 CAPITAL FUND
PAGE	96	ORCHARD PARK CAPITAL FUND
PAGE	98	HENRY RD PROJECT FUND
PAGE	99	HARVARD RD MITIGATION CAPITAL FUND

PAGE	100	LIBRARY CAPITAL FUND
PAGE	101	MUNICIPIEL FACILITIES FUND
PAGE	102	POLICE CAPITAL FUND
PAGE	103	COMMUNITY MESSAGING FUND
PAGE	104	UNDERGROUND UTILITIES FUND
PAGE	105	BUILDING CONTIGENCY FUND
PAGE	106	STORMWATER FUND
PAGE	107	AQUIFER PROTECTION FUND
PAGE	108	GOLF COURSE
PAGE	112	UNEMPLOYMENT FUND
PAGE	113	MEDICAL REIMBURSEMENT FUND

APPENDIX

PAGE	114	CAPITAL FACILITES PLAN
PAGE	133	FLEET ROTATION PLAN
PAGE	139	DEBT SCHEDULE
PAGE	140	FEE SCHEDULE
PAGE	156	PARKS & ART STRATEGIC PLAN
PAGE	160	LIFT / TIF INFORMATION
PAGE	166	GENERAL FUND REVENUE DETAIL
PAGE	168	6 YEAR FORECAST FOR GENERAL FUND/STREETS



CITY OF LIBERTY LAKE

Office of the Mayor

October 15, 2019

City Council and Residents of Liberty Lake,

Building connection with our strategic plan is the focus of my proposed City of Liberty Lake's 2020 budget.

Working for the residents of Liberty Lake over the last eight years has been extremely rewarding. The City Council and I appreciate the positive comments by our residents regarding the public investments in our community. We have worked hard to maintain our facilities, trails, parks and open space while planning for and addressing the transportation needs of our growing community.

Recapping 2019:

- Our local economy was strong, and revenues tracked ahead of projections.
- Our strong volume of building permits continued at a fast pace.
- Our expenditures and service delivery models were scrutinized for improved efficiency, long term savings from infrastructure investments resulting in better use of our resources and our ability to respond to the service needs of our growing community.
- Long term debt is currently at \$80,760 from the 6.4 Acres at our Town Square site. This note is scheduled to be paid off in June 2020. At that time Liberty Lake will have acquired over 15 million dollars in real estate assets and free of any debt on these assets.
- We have continued the momentum on transportation improvements. Working with the State Legislature and Washington State Department of Transportation, we've almost completed design for the widening of Harvard Road Bridge with an extended west bound merge lane onto I-90. In addition, our new Henry Road overpass is moving into design. Funding for construction of all three projects have been approved by the legislature.
- Snow removal by our new street department has provided us the ability to respond safely and efficiently to winter service needs. Another benefit from our streets department is our ability to make repairs and respond timelier to service needs in our community throughout the year.
- Our electronic community message board is a true hit with our community and service organizations. We have partnered with Central Valley School District (CVSD) at Selkirk Middle School to bring community messages to the north side of Liberty Lake. We still need to incorporate an entry message board at Harvard and Mission.

- Library programs and services are in high demand these days! We continue to listen and respond to our community's needs for library services by building partnerships with other library organizations and empowering our staff's dedication to collaboration with the community on priorities. Under Jocelyn Redel's leadership, we have almost completed our Library assessment and expect to have it delivered in December. Over the years, our Library's budget been reduced because Tax Increment Financing (TIF) funds have not been included in the funding equation. In this proposed budget, we've included funds (approx. \$69,000) for the Library based on the funding policy and inclusive of the tax increment. Our partnership with Central Valley School District grows with the inclusion of the new Selkirk Middle School by forging agreements for shared community services with all their facilities.
- The Planning Commission of dedicated residents continue to review our development regulations to position the city to meet the growing needs in the future.
- The Parks & Arts Commission are busily guiding our investment in beautification in the City while enhancing the activities in our community.
- After much planning, Orchard Park is ¾ finished and will be completed in 2020.
- This budget was constructed in accordance to our priorities congruent with our strategic planning document that aligns with our vision, mission and values.

Our commitment to a safe, clean and green community with excellent facilities, service and infrastructure continues in this 2020 budget. The following is a recap of current and future service areas that are being worked on:

Police Department:

Public Safety remains the highest priority for the City. The 2020 budget includes an additional police officer that will bring the total number of Law Enforcement Officers to 13.

Growth and Development:

Lisa Key, our Director of Planning and Engineering, has helped us update our land quality analysis and has made significant efficiency improvements in our processes. Based on current land use designation, we know that Liberty Lake has the capacity to become a City with a population of 18,470. The pace of development is driven by the market, and we know that as we grow, we want to maintain the lifestyle, open space, public services and safety that we currently enjoy. This will require that we are strategic in our thinking, have a long-term view for land use policies, funding services, business outreach and retention. Our 6-year Capital Facility Plan is complete and our commitment in 2020 is \$7,189,995. Our Comprehensive Plan and Design Regulations (2015 to 2037) are current.

Transportation:

To support the needs of a growing city, it is imperative that **today** we take a long-term view of our transportation needs for **tomorrow**. We are using the results of our 2016 Transportation

22710 E Country Vista Drive, Liberty Lake, Washington 99019
Phone: 509.755.6701 Fax: 509.755.6713

Study to provide an analytical evaluation and recommendation for improvements that allow us to gather more grants for road improvements and identify areas where future improvements are needed. In coming years, it will fall upon the City to provide more resources for transportation improvements than in the past. We must ensure that funds are brought forward to address our transportation needs now. We will continue to work diligently with Washington State Department of Transportation (WSDOT) and other agencies to design, fund and construct these improvements. We are doing a comprehensive corridor study on Country Vista, as growth accelerates on the west end around Ridgeline High School.

This budget reflects \$5,555,000 million dollars in transportation improvements, consistent with our capital facility plan.

Street Maintenance:

Streets, like all our public improvements, require on-going maintenance and care. This includes ice and snow removal, striping, replacing signs, drainage structures and minor road repairs. It is important that we fund these services on a continual basis with dedicated funds from utility tax, fuel tax, storm water fees, and aquifer protection fees. We also want to maximize contribution from Local and State funding agencies. With this in mind, we have two pending applications in 2019 and will be pursuing numerous other applications in 2020.

Neighborhood street repairs are important. In 2020, we plan to design and seek outside funding sources for additional overlays that include the Glenbrook neighborhood north of I-90, Mission, Homestead, Maxwell and Sinto.

Citizen Engagement and Message Board

The community message board to improve communication and engaging our community with event information, has been successful. Keeping our community informed with easy access to information and City services continues to be a priority in 2020. We will be updating our equipment to better stream council meetings live, improve our social media presence to meet the needs of our community's desire for information. Funds to support community engagement are included in my proposed budget.

Trailhead and Pavillion Park

Trailhead - The irrigation system renovation and pump replacement at Trailhead Golf Course is complete. In 2020, our Trailhead Master Plan consultant will identify other areas of opportunity for improvement and design a plan to implement those changes in future budgets.

Pavillion Park – In 2018, we installed a new irrigation pump at Meadowwood Golf Course dedicated to Pavillion Park. This project alleviated the watering schedule conflicts and pressure problems that we experienced over many years. In 2020, we are planning to replace the

irrigation system and upgrade it with more efficient fixtures that will yield long term savings. When complete, our community will benefit from improved efficiency, less down time and fewer resources dedicated to costly repairs.

The Parks and Arts Commission

Similar to the Planning Commission, this Commission is responsible to make recommendations to the City regarding policy, fees, reservations, amenities, and events that take place at City parks and recommendations related to Public Art in the City. A funding allocation for the Parks and Arts Commission is included in the 2020 budget.

In 2019, Orchard Park in the River District had a soft opening reflecting $\frac{3}{4}$ of the improvements. With the construction of the Pavilion, we anticipate full completion in 2020. The North Sports field by Liberty Creek Elementary School was transferred back to CVSD as a playground for our K-2 kids and CVSD will complete all frontage improvements in 2020.

Operations and Maintenance Department

Our City continues to grow at an impressive rate. More families and businesses are choosing to locate to our wonderful City. As the City grows, so does our need for City services and how we provide those services, need to be evaluated.

Services provided by this department include day to day operations in Parks, Facilities, Fleet, Streets, Events and Programs. In past years, the City has contracted for services such as snow and ice removal, road repairs and maintenance to our storm water system. In 2019, we began to improve service and invest in long term savings by delivering these services with internal resources. It has paid off handsomely. The 2020 Budget will fund the next step of the Public Works yard with permanent fencing, lighting, paving and utilities. With a rollover of \$275,000 from 2019 and an additional \$425,000 we should accomplish a great deal in being able to care for our large equipment and materials that are used on our streets.

In summary:

The 2020 budget has *conservative revenue* projections and *disciplined expenditures*. Highlights included are:

- Operations and Maintenance Department addressing the needs of caring for our growing list of equipment
- Taking care of our Parks and Trailhead Golf Course
- Maintaining our Facilities and Fleet
- City Sponsored Special Events
- Pedestrian Safety
 - Crossing and speed control signs at Country Vista, Appleway, and Harvard/Mission

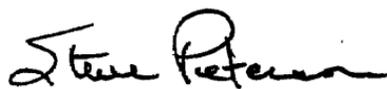
- Irrigation Improvements and Upgrades to all our systems
- Transportation Improvements
 - Widening Harvard Rd Bridge
 - Mission and Homestead overlays
- Improved Citizen Engagement
- Implementation of our Employee Compensation and the City benefit package

The 2020 budget revenue is forecast with the inclusion of waste management contract dollars, a 1% growth in our property tax levy, valuation growth of our community, a corresponding increase in utility tax funds that are targeted at our road infrastructure, new grant funding for capital projects and adjusting our permit and Harvard Road mitigation fees. Our government is proactive in assuring we are sustainable now and into the future as we see our costs increasing by approximately 2% -3% annually.

I would like to thank the City Council for their efforts in working through the issues, opportunities, and challenges facing the city. I also would like to thank Katy Allen, RJ Stevenson, Jennifer Camp, Lisa Key, Chief Brian Asmus, Jocelyn Redel, Scott Bernhard and all staff who are providing outstanding service to our great community. They truly make this City work!

Finally, this City has unity, leadership and a vision to provide a community of which residents are proud and a place where businesses can grow and flourish. We want to ensure that the City of Liberty Lake remains desirable to all and continues to be known as "Spokane County's Premier Address!"

Thanks for your support of OUR community budget. As always, it is a pleasure to serve as your Mayor!



Mayor Steve Peterson

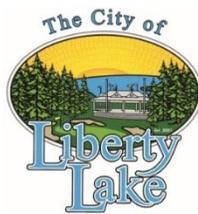
City of Liberty Lake



Elected Officials

Steve Peterson
Shane Brickner
Cristella Kaminskas
Dan Dunne
Odin Langford
Robert Moore
Hugh Severs
Mike Kennedy

Mayor
Mayor Pro Tem
Council Member
Council Member
Council Member
Council Member
Council Member
Council Member



Document prepared by:
Katy Allen, City Administrator
RJ Stevenson, Finance Director
Ann Marie Gale, City Treasurer
Ann Swenson, City Clerk
Tricia Sacco, Office Assistant



LIBERTY LAKE

Our HOME, Our COMMUNITY

We are a thriving and welcoming community known for our outstanding volunteers, schools, and businesses. We are proud of our abundant parks, trails, summer events, and farmers market. And we are most proud of what makes Liberty Lake truly shine – our people.

Our COMMUNITY VISION

Liberty Lake is a safe, family-friendly and engaged community. We are known for our great civic pride, quality recreational and educational opportunities, and abundant trails and green space. Our business environment supports a diverse, sustainable, and financially secure economic base.

Our MISSION

- Serving with Integrity
- Partnering with Residents & Businesses
- Preserving Quality of Life, Economic Vitality & Sense of Community

Our VALUES

INTEGRITY

PARTNERSHIP

CIVIC PRIDE

COMMUNITY INVESTMENT

FAMILY-CENTERED ACTIVITIES

QUALITY OF LIFE

FINANCIAL SUSTAINABILITY

ENVIRONMENTAL SUSTAINABILITY



VIBRANT ECONOMY & BUSINESS ENVIRONMENT



SAFE, ACTIVE & ENGAGED COMMUNITY



SUSTAINABLE RESOURCES



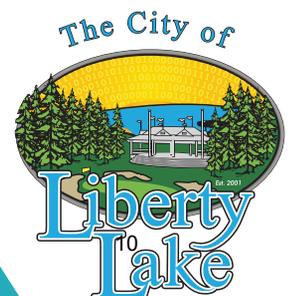
QUALITY FACILITIES & INFRASTRUCTURE

Our INVITATION

The City of Liberty Lake has a strong mayor-council form of government. As citizens of Liberty Lake, you are encouraged to be active in our proceedings, and attend our bimonthly City Council meetings on every first and third Tuesday at 7PM at City Hall.

For more information, we welcome you to call our Administrative Services at (509)755-6700, Monday-Friday from 8AM-5PM.

PLEASE VISIT OUR WEBSITE AT: LIBERTYLAKewa.GOV





VIBRANT ECONOMY & BUSINESS ENVIRONMENT

GOALS:

- Thriving businesses
- Investment in community
- Positive partnerships
- Diverse economic base
- Sustainable revenue stream



SAFE, ACTIVE & ENGAGED COMMUNITY

GOALS:

- Progressive community engagement & information exchange
- Lifelong activities & educational opportunities
- Proactive policing & public safety
- Connected & vibrant community
- Equitable services

Our

LIBERTY LAKE

16%
DEDICATED
OPEN SPACE

10
GOATS

35
MILES OF TRAILS

56%
BUILT TO
CAPACITY

400
GOLF CARTS

43
PAVILION EVENTS
ANNUALLY

BASED ON OUR CURRENT
GROWTH RATES, THE CITY IS
FORECASTED TO BE FULLY
BUILT OUT BY THE YEAR 2042



SUSTAINABLE RESOURCES

GOALS:

- Diversified revenue stream
- Fiscally prudent financial policies
- Strategic asset management
- Investment in employees
- Focus on core services first:
 - Public health
 - Safety
 - Welfare
 - Community priorities



QUALITY FACILITIES & INFRASTRUCTURE

GOALS:

- High quality city facilities that meet the needs of our growing community
- Efficient & effective operations & maintenance
- Financially sound capital investment for:
 - Trails, parks & open space
 - Multi-modal transportation network
 - Equipment
 - Bridging I-90

CITY OF LIBERTY LAKE APPOINTED BOARDS AND COMMISSIONS

City of Liberty Lake Planning Commission: is the advisory committee which studies and makes recommendations to the Mayor and City Council for Liberty Lake's future growth through continued review of the City's comprehensive land use plan, zoning code (or development regulations), shoreline management, environmental protection, transportation system, capital improvements and other matters as directed by the City Council. Members of the Planning Commission shall be nominated by the Mayor and confirmed by a majority vote of at least four (4) members of the City Council. Planning Commissioners shall be selected without respect to political affiliations and shall serve without compensation. The Planning Commission shall consist of seven (7) members. At least, five (5) members shall reside within the City of Liberty Lake.

Civil Service Commission: was established for the City Police Department to be operated and governed in accordance with RCW Chapter 41.12. Employees subject to civil service shall include all full-time employees of the police department including the Chief of Police. The Civil Service Commission is composed of three (3) persons. No person shall be appointed to the Commission who is not a citizen of the United States, a resident of the City of Liberty Lake for at least three (3) years preceding appointment, and an elector of Spokane County. At the time of appointment, not more than two (2) Commissioners shall be adherents of the same political party. The Commissioners shall be appointed by the Mayor.

Liberty Lake Library Board of Trustees: is authorized to adopt bylaws, rules, and regulations for the guidance of the Board of Trustees and for the use of the Liberty Lake Municipal Library. The Board makes recommendations to the City Council concerning functions, authority, compensation and duties of the City Librarian, annually submits to the City Council a budget containing detailed estimates of the amount of money necessary for the library for the ensuing year, and performs any and all other acts necessary for the orderly and efficient management and control of the library. The Liberty Lake Library Board of Trustees is comprised of five (5) individuals appointed by the Mayor and confirmed by the City Council.

Liberty Lake Parks, Art and Recreation Commission: reviews and makes recommendations concerning recreation program offerings of the City; oversees the City's art decisions and any future comprehensive arts program; provides recommendations regarding the acquisition and development of park areas; serves as the City Forestry Board and oversee the Urban Forestry Program; reviews and makes recommendations regarding the implementation of the City Parks, Recreation and Open Space Plan; reviews art, recreation and park related proposals; acts as an advisory board for the Tree City, USA and Bicycle Communities Programs; completes regular reviews of fees and charges for services; explores ways and methods of obtaining private, local, state and federal funds for special projects in the City's parks, trails and open space; advocates for healthy and active life styles and promotes the quality of life that is provided through the City's parks, trails and open space. The Liberty Lake Parks, Art and Recreation Commission is comprised of eight (8) members who are appointed by the Mayor and approved by the City Council. They do not receive compensation for their services

Liberty Lake Salary Commission: sets the salaries of the Mayor and City Council of the City of Liberty Lake. The Liberty Lake Salary Commission shall be composed of three (3) members appointed by the Mayor with confirmation by the City Council. No member shall be an officer, official, or employee of the City of Liberty Lake or any of his or her immediate family members.

CITY OF LIBERTY LAKE APPOINTED BOARDS AND COMMISSIONS

Liberty Lake Youth Commission: is a student advisory council consisting of nine (9) members who shall be appointed by the Mayor and confirmed by the City Council. The Board members, at the time of appointment, shall be enrolled in grades 8 through 12, and reside within the boundaries of the Central Valley School District during the member's term. A minimum of six (6) of the Board's members shall reside in the City of Liberty Lake

Liberty Lake Lodging Tax Advisory Committee: is responsible for reviewing and making recommendations on the use of lodging tax funds. There is a 3.3% lodging tax in the City of Liberty Lake and those funds are used for the cost of tourism promotion, acquisition of tourism-related facilities or operations of tourism-related facilities. The Liberty Lake Advisory Committee shall be composed of five (5) members appointed by the Mayor with confirmation by the City Council. Two (2) members of the Committee shall be representatives of businesses required to collect the tax and, at least two (2) members shall be persons involved in activities authorized to be funded by the collected revenue. The fifth member of the Committee shall be an elected official of the City.

CITY OF LIBERTY LAKE APPOINTED BOARDS AND COMMISSIONS

City of Liberty Lake Planning Commission:

Full Time Members - Voting

Phil Folyer (City Resident) - **Commission Chair**

Charles Matthews (City Resident) - **Commission Vice-Chair**

Jesse Fox (City Resident)

Richard Siler (City Resident)

Jamie Baird (City Resident)

Tom Sahlberg (City Resident)

Joshua McKee (City Resident)

Adjunct Member(s) - Non Voting

Paul Brown (City Resident)

Joe Mann (City Resident)

Liberty Lake Civil Service Commission

Crystal Rodgers

Casey Mason

Vacant

Liberty Lake Library Board of Trustees:

Mindy Howe

Tom Pauley

Sandi Bishop

Sharon Carvo

Tim Olsen

Liberty Lake Salary Commission:

Joan Wissmann

James Baumker

Holly Woodruff

Liberty Lake Lodging Tax Advisory Committee:

Mayor Steve Peterson

City of Liberty Lake

Ranjit Gara

Best Western

Kendall Densley

Quality Inn

David Himebaugh

Spokane Valley HUB

Shannon Deonier

Liberty Lake Community Theatre

CITY OF LIBERTY LAKE APPOINTED BOARDS AND COMMISSIONS

City of Liberty Lake Parks and Art Commission:

Full Time Members - Voting

Laina Schutz, Chair (At Large)

David Himebaugh, Vice Chair (Pavillion Park)

Bridgette Harris (Orchard Park)

Tom Sahlberg (Orchard Park)

Tom Stanley (Pavilion Park)

Laura Frank (Rocky Hill Park)

Tom Chamberlain (Rocky Hill Park)

Adjunct Members

Bob Schneidmiller (Community Wide)

Kate Laven (Community Wide)

Liberty Lake Youth Commission:

Chloe Bryntesen

Natalie Alva

Savannah Pratt

Maci Young

Ben Hadley

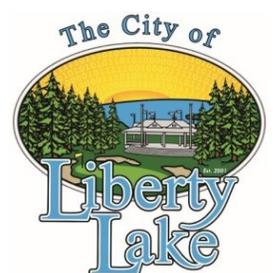
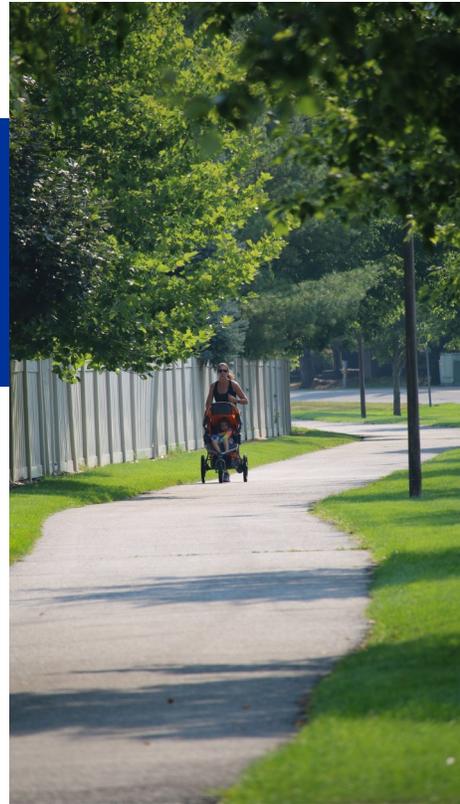
Cooper Young

Sara Pecha

Garrett Packebush

Thomas Dunn

2020 BUDGET GUIDE



Budget Process

Purpose

The City of Liberty Lake's budget seeks to achieve the four basic purposes:

1. Policy Document: The City's budget process is conducted in a manner that allows the City's policy officials to comprehensively review the direction of the City and to redirect its activities by means of the allocation of financial resources. On this basis, the budget sets policy for the following year. The budget process also facilitates the evaluation of the City programs by providing a means to measure the financial activities of the departments.
2. Operational Guide: The budget provides financial control by setting forth both legislative and administrative guidance to City employees regarding the character and scope of their activities in both summary and detail form in the various products of the budget process.
3. Financial Plan: The budget outlines the manner in which the financial resources of the City will be managed during the budget period. This allocation of resources is based on an understanding of both the current year's needs and the long-term view of the development of City programs. The budget takes into account unforeseen contingencies and provides a process for periodic adjustments.
4. Communications Medium: The budget provides management information as a comprehensive tabulation of information regarding both the character and scope of City activity. It also provides a unique opportunity to allow and encourage public review of City operations. The budget describes the activities of the City, the reason or cause for those activities, future implications, and the direct relationship to the citizenry.

Process

The City of Liberty Lake operates on a calendar year basis. It utilizes an incremental budgeting approach that assumes, for most functions of government, that the current year's budget is indicative of the base required for the following year. Any increases are incremental and are either based on need, emerging issues, Council goals, and available resources.

The budget process begins in late spring/early summer with departments preparing requests for new staff, programs, or significant increases to their current year budget that will address emerging issues and other operational needs. The City Administrator and Finance Director conduct an analysis of the departmental base budgets and the revenue outlook for the coming year to determine the availability of funds for any new programs or services. The department managers enter their budget requests into the City's accounting software system. A complete proposed budget is presented to the Mayor in September. The Mayor reviews the budget in detail and develops a preliminary budget recommendation.

As mandated by RCW 35.33, the Mayor is required to submit estimated revenues and expenditures to the City Council on or before the first Monday in October. The preliminary budget is presented to the City Council in October/November. The Council makes its adjustments to the preliminary budget and adopts by ordinance a final balanced budget no later than December 31. The final budget as adopted is published, distributed, and made available to the public.

After the budget is adopted, the City enters a budget implementation and monitoring stage. Throughout the year, expenditures are monitored by Administrative Services to ensure that funds are within the approved budget. Administrative Services provides quarterly financial updates to the City Council to keep them current with the City's financial condition. Any budget amendments made during the year are adopted by City Council ordinance. These amendments allow for necessary adjustments to the budget that could not have been planned for during the normal budgeting process. Any revisions that alter the total expenditures of a fund, or that affect the number of authorized employee positions, salary ranges, or other conditions of employment must be approved by the City Council.

Basis of Accounting and Budgeting

Basis of Presentation: Fund Accounting

The accounts of the City are organized on the basis of funds, each of which is considered a separate accounting entity. For 2020, the City will use twenty-six (26) separate funds. Each fund has a specific role and responsibility. Each fund is accounted for with a separate set of single-entry accounts that comprises its cash, investments, revenues and expenditures, as appropriate. Revenues and expenditures within each fund are closely monitored to ensure accuracy, accountability and efficiency. The City's resources are allocated to and accounted for in individual funds depending on their intended purpose. The following are the fund types used by the City of Liberty Lake:

Governmental Fund Types

Governmental funds are used to account for activities typically associated with state and local government operations. There are four governmental fund types used by the City of Liberty Lake:

General Fund

The general fund is the primary operating fund of the City of Liberty Lake. It accounts for all financial resources and transactions, except those required or elected to be accounted for in other funds.

Special Revenue Funds

Special Revenue Funds account for revenues that are legally restricted or designed to finance particular activities of the City as required by law or administrative regulation.

Debt Service Funds

Debt Service Funds account for the accumulation of resources to pay principal, interest and related costs on general long-term debt.

Capital Project Funds

Capital Project Funds account for financial resources which are designated for the acquisition, major construction or renovation of general government capital projects. Such projects add value to the community and to a government's physical assets or significantly increase the useful life of a facility.

Proprietary Fund Types

Proprietary Funds are used to account for services to the general public where all or most of the costs, including depreciation, are to be financed or recovered from users of such services. There are two generic fund types in this category:

Enterprise Funds

Enterprise Funds account for operations that provide goods or services to the general public and are supported primarily through user charges. The City's golf course, Trailhead, utilizes this fund as defined above.

Internal Service Fund

The City uses this fund on a cost-reimbursement basis for unemployment and medical reimbursement claims.

Basis of Accounting

Basis of Accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. Revenues are recognized only when cash is received and expenditures are recognized when paid, including those properly chargeable against the report year budget appropriations as required by state law.

In accordance with state law, the City also recognizes expenditures paid during twenty days after the close of the fiscal year for claims incurred during the previous period.

Purchases of capital assets are expensed during the year of acquisition. There is no capitalization of capital assets, nor allocation of depreciation expense. Inventory is expensed when purchased.

The basis of accounting described above represents a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America.

Budgets and Budgetary Accounting

The City adopts annual appropriated budgets for the following funds:

General, Streets, Parks & Arts, Tourism Promotion, Tourism Capital, Tourism Promotion Area, Restricted Reserve, City LL Land LTGO Bond, REET 1 Capital Projects, REET 2 Special Capital Projects, Street Capital Projects, Orchard Park Capital, Henry Road Project, Harvard Road Mitigation, Municipal Library Capital, Police Capital, Underground Utility, Building Contingency, Municipal Facilities Master Plan, Community Messaging, Stormwater Utility, Aquifer Protection Area, Golf Course, Medical Reimbursement, and Unemployment.

These budgets are appropriated at the fund level. The budget constitutes the legal authority for expenditures at that level. Annual appropriations for these funds lapse at the fiscal year end.

Annual appropriated budgets are adopted on the same basis of accounting as used for financial reporting.

Financial Policies

Adoption of Policies

The City Council adopted a comprehensive set of Financial Management Policies on June 18, 2002 and amended the Financial Management Policies on February 20, 2018. These policies address general budget, accounting, revenue and receivables, expenditures and payables, debt management, purchasing, capital improvement plan, grants, and reserves. Written, adopted financial policies have many benefits, such as assisting the elected officials and staff in the financial management of the City, saving time and energy when discussing financial matters, engendering public confidence, and providing continuity over time as elected officials and staff members change. While these policies will be amended periodically, they will provide the basic foundation and framework for many of the issues and decisions facing the City. They will promote sound financial management and assist in the City's stability, efficiency, and effectiveness.

The Mayor, City Council, and City Staff of Liberty Lake are accountable to its citizens for the use of public dollars.

Municipal resources must be wisely used to ensure adequate funding for the services, public facilities, and infrastructure necessary to meet the community's present and future needs. These policies safeguard the fiscal stability required to achieve the City's goals and objectives.

Reserve Fund Policy

Adequate reserve levels are a necessary component of the City's overall financial management strategy and a key factor in external agencies' measurement of the City's financial strength. Prudent use of reserve funds enable the City to defray future costs, take advantage of matching funds, and other beneficial (but limited) opportunities.

Reserve funds provide the City with the ability to exercise flexible financial planning in developing future capital projects. Reserve funds are necessary to enable the City to deal with unforeseen emergencies.

The balance in the reserve fund shall generally be maintained at fifteen percent (15%) of the General Fund's projected or actual, if known, operating revenues for the fiscal year.

Cash Management and Investment Policy

Careful financial control of the City's daily operations is an important part of the City's overall fiscal management program. Achieving adequate cash management and investment control requires sound financial planning to ensure that sufficient revenues are available to meet the current expenditures of any one operating period. Once steps are taken to ensure that the City maintains a protected cash position in its daily operations, it is to the municipality's advantage to prudently invest idle funds until such time as they are required to make expenditures.

- The City's idle cash will be invested on a continuous basis in accordance with the City's adopted investment policies (see Resolution 02-046 defining the City's formal investment policy).
- The City will invest all funds (in excess of current requirements) based upon the following order of priority: 1) Safety; 2) Liquidity; and 3) Return on Investment.
- Investments shall not be made for the purposes of speculation.
- The City is prohibited from investing in derivative financial instruments.

All investments of the City of Liberty Lake must be made in compliance with Federal and State law and in accordance with applicable legal interpretations. Funds of the City will be invested in accordance with the current version of the Revised Code of Washington (RCW), the BARS manual, these policies and written administrative procedures. The City of Liberty Lake is

empowered to invest in certain types of securities as detailed in RCW 35A.40.050 and RCW 35.39.030. Among the authorized investments are:

1. Nonnegotiable certificates of deposit and other collateralized evidence of deposits with qualified public depositories.
 2. United States bonds and certificates of indebtedness.
 3. Bonds or warrants of the State of Washington.
 4. State of Washington Local Government Investment Pool.
 5. Its own bonds or warrants of a local improvement district which are with the protection of the local improvement guaranty fund law.
- Proper security measures will be taken to safeguard investments. The City's designated banking institution will provide adequate collateral to insure City funds.
 - It is the policy of the City to diversify the investment portfolio to the extent necessary to maximize the return on investment while minimizing the risk of loss and to retain sufficient liquidity to meet cash flow obligations.
 - To the extent possible, the City will attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the City will not directly invest in securities maturing more than four years from the date of purchase.
 - An analysis of the City's cash position will be prepared at regular intervals throughout the fiscal year.
 - Administrative Services will routinely monitor the contents of the portfolio, the available markets, and the relative values of competing instruments. Securities will be bought and sold to obtain market yield through both transaction gains and interest earnings when the option is available.
 - The City Treasurer is the Investment Officer of the city and is authorized to invest city funds in accordance with Resolution No. 02-046. The City Treasurer may buy and sell investments between funds to meet monthly cash flow requirements. Earned interest on investments shall be credited to the fund holding ownership of the investment at the time the interest is earned.
 - The City Treasurer shall submit a monthly report of investment holdings to the Mayor and the Finance Committee. The City Council will be provided with quarterly reports on the City's investment strategy and performance.

- Sufficient cash shall be maintained to provide adequate funds for current operating expenditures.
- The City of Liberty Lake will select its official banking institution through a formal bidding process in order to provide the City with the most comprehensive, flexible, and cost-effective banking services available.

Purchasing Policy

The City of Liberty Lake currently uses a purchase order system for operational purchasing needs. Any purchases and contracts above a specific level are handled in accordance with state mandated purchasing practices, such as small works roster and bidding requirements.

Purchasing authority is based on the appropriated budget as passed by the City Council. Council must approve any purchases beyond original appropriations through the budget amendment process. If the budget requires an amendment, revenues are first readdressed to verify that adequate resources are available to fund the amendment. If adequate resources are available, proposed amendments are presented to Council for consideration.

General Revenue Policies

1. The City will strive to maintain a diversified and stable revenue system to shelter it from short-run fluctuations in any one revenue source. The revenue mix should combine elastic and inelastic revenue sources to minimize the effect of an economic downturn.
2. Because revenues, especially those of the General Fund, are sensitive to both local and regional economic activities, revenue estimates provided to the City Council shall be conservative.
3. The City will estimate its annual revenues by an objective, analytical process using best practices as defined by the Government Finance Officers Association.
4. Administrative Services will project revenues for the next four years and will update this projection annually. Administrative Services will annually review and make available to the Finance Committee an analysis of each potential major revenue source.
5. The City will charge user fees for various services when it is appropriate and permitted by law. Unless set by RCW, user fees and charges will be established and maintained at the discretion of the City Council. It is the policy of the City Council that fees will generally be set at a level related to the cost of providing the services. The City will review user fees at least every three years to adjust for the effects of inflation and other factors as appropriate.

6. The City will set fees and user charges for each enterprise fund, such as the Golf Course, at a level that fully supports the total direct and indirect cost of the activity. The proposed rates shall also take into account debt service coverage commitments made by the City for the particular enterprise fund.

General Expenditure Policies

Identify priority services, establish appropriate service levels, and administer the expenditure of available resources to assure fiscal stability and the effective and efficient delivery of services.

1. Expenditures approved by the City Council define the City's spending limits for the upcoming fiscal year. The City will maintain an operating philosophy of cost control and responsible financial management.
2. Budgeted annual expenditures will be maintained within the limitations of annual revenues.
3. The City will maintain expenditure categories according to state statute and administrative regulation.
4. Services will parallel and adjust to the City's inelastic revenue sources in order to maintain the highest level of service. During periods of economic upturn, long-term expansion of core services will be limited to the anticipated increase of those sources.
5. The City will take immediate corrective actions if at any time during the fiscal year expenditure and revenue re-estimates are such that an operating deficit is projected at year-end. Corrective actions can include a hiring freeze, expenditure reductions, or fee increases. The City Council may approve a short-term interfund loan or use of one-time revenue sources to address temporary gaps in cash flow, although this will be avoided if possible.
6. Long-term debt or bond financing shall not be used to finance current operating expenditures.
7. Emphasis will be placed on improving individual and work group productivity rather than adding to the work force. The City will invest in technology and other efficiency tools to maximize productivity. The City will hire additional staff only after the need for such positions has been demonstrated and documented.
8. All compensation planning and collective bargaining will focus on the total cost of compensation which includes direct salary, health care benefits, retirement contributions, and other benefits which are a cost to the City.

9. Periodic comparisons of service delivery will be made to ensure that quality services are provided to the citizens of Liberty Lake at the most competitive and economical cost. Privatization and contracting with other governmental agencies will be evaluated as alternatives to service delivery where appropriate. Programs that are determined to be inefficient and/or ineffective shall be reduced in scope or eliminated by the Mayor and/or City Council.

Financial Communication

The City will continue to provide reports on the budget status to the Council, City departments, and citizens. Monthly and quarterly summary reports will be provided to the City Council for review and posted on the City's web site for citizens viewing.

**ORDINANCE NO. XXX
CITY OF LIBERTY LAKE
SPOKANE COUNTY, WASHINGTON**

AN ORDINANCE OF THE CITY OF LIBERTY LAKE, WASHINGTON, ADOPTING A BUDGET FOR THE PERIOD JANUARY 1, 2020 THROUGH DECEMBER 31, 2020, APPROPRIATING FUNDS AND ESTABLISHING SALARY SCHEDULES FOR ESTABLISHED POSITIONS.

WHEREAS, state law requires the Mayor to prepare a preliminary budget for the City of Liberty Lake at least sixty (60) days before the beginning of the City's fiscal year beginning January 1, 2020 and ending December 31, 2020.

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

WHEREAS, notice was posted and published on **October 11, 2019, October 18, 2019** and **October 25, 2019** that the City Council of the City of Liberty Lake would meet and receive public comment in the City Council chambers prior to the adoption of the budget;

WHEREAS, the attached 2020 Budget of the City of Liberty Lake reflects the provision of municipal services and programs that will enhance the public health, safety and welfare of the citizens; and

WHEREAS, the City Council has determined that the best interest of the City is serviced by adopting the budget set forth herein:

NOW, THEREFORE, the City Council of the City of Liberty Lake, Washington, does ordain as follows:

Section 1. Adoption of the Budget. The budget for the City of Liberty Lake for the year 2020 is hereby adopted at the fund level and as the balanced budget for the City with appropriations limited to the total estimated revenues and ending fund balance of the City. The final budget for \$15,702,258 attached hereto by this reference is incorporated herein pursuant to RCW 35A.33.075.

Estimated resources for each separate fund of the City of Liberty Lake, and aggregate expenditures for all such funds for the year 2020 are set forth in a summary form in Exhibit A.

Section 2. Positions, Salary Schedules and Adjustments. The various positions and salary ranges for City employees are adopted in the form and amounts attached to this Ordinance as Exhibit B. To further the efficient operation of the City, the Mayor is authorized to make transfers between individual appropriations within any one fund for the 2020 budget. The Mayor may make salary adjustments as deemed appropriate in the exercise of reasonable discretion.

Section 3. Transmittal. A complete copy of the budget, as adopted, together with a copy of this Ordinance, shall be transmitted by the City Clerk to the State Auditor and to the Association of Washington Cities as per RCW 35A.33.075.

Section 4. Severability. If any section, sentence, clause or phrase of this Ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section,

sentence, clause or phrase of this Ordinance.

Section 5. Effective Date. This Ordinance shall be in full force and effect five (5) days after publication of this Ordinance or a summary thereof in the official newspaper of the City as provided by law.

PASSED by the City Council this _____ day of _____, 2019.

Mayor, Steve Peterson

ATTEST:

City Clerk, Ann Swenson

APPROVED AS TO FORM:

City Attorney, Sean P. Boutz

Date of Publication: _____

Effective Date: _____

**City of Liberty Lake
2020 Budget Summary By Fund**

FUND	Est. Beginning Fund Balance	Revenues	Expenditures	Est. Ending Fund Balance
General Fund 001	\$ 3,234,565	\$ 8,067,037	\$ 8,171,575	\$ 3,130,027
Street Fund (Fund 110)	332,950	1,075,210	1,230,931	177,229
Parks & Arts Fund	32,749	62,000	68,500	26,249
Tourism Promotion Fund	2,000	59,200	59,000	2,200
Tourism Promotion Capital Fund	126,679	37,500	-	164,179
Tourism Promotion Area (TPA)	-	60,150	60,150	-
Restricted Reserve	1,285,930	15,000	-	1,300,930
City Land LTGO Bond Fund	-	80,760	80,760	-
REET 1 Capital Projects Fund	262,191	2,212,500	697,000	1,777,691
REET 2 Capital Projects Fund	200,467	1,651,500	800,000	1,051,967
Street Capital Projects Fund	184,160	989,000	925,000	248,160
Orchard Park Capital Fund	12,062	1,000,500	1,012,562	-
Harvard Road Bridge Widening Fund	-	-	-	-
Henry Rd Project Fund	-	850,000	850,000	-
Harvard Road Mitigation Fund	572,752	211,500	380,000	404,252
Library Capital Fund	124,548	19,458	60,000	84,006
Municipal Facilities Fund Master Plan	357,014	5,500	100,000	262,514
Police Capital Fund	59,993	1,200	60,000	1,193
Community Messaging Fund	90,381	1,400	-	91,781
Underground Utility Fund	102,888	26,500	-	129,388
Building Contingency Fund	136,686	3,000	125,000	14,686
Stormwater Utility Fund	116,838	79,000	126,964	68,874
Aquifer Protection Fund	227,590	53,500	81,850	199,240
Golf Operations Fund	215,907	578,100	587,966	206,041
Unemployment Fund	-	20,000	20,000	-
Health Reimbursement (Bridge) Fund	159,442	32,000	175,000	16,442
	<u>\$ 7,837,792</u>	<u>\$ 17,191,515</u>	<u>\$ 15,672,258</u>	<u>\$ 9,357,049</u>

CITY OF LIBERTY LAKE
PROPOSED SALARY SCHEDULE FOR 2020

JOB TITLE	Full Time (FT) Part Time (PT)	# of Employees	2018 ADOPTED	2019 ADOPTED	2020 PROPOSED CHANGES	Notes:
<u>Section 2. EXECUTIVE</u>						
City Administrator	FT	1	\$118,823 - \$133,814	\$119,863 - \$134,855	\$123,562 - \$139,151	3% increase in 2020
<u>Section 3. ADMIN & FINANCE</u>						
Finance Director	FT	1	\$87,051 - \$98,034	\$88,092 - \$99,075	\$90,735 - \$102,182	3% increase in 2020
City Treasurer	FT	1	\$54,350 - \$61,193	\$55,390 - \$62,234	\$57,052 - \$64,249	3% increase in 2020
City Clerk	FT	1	\$54,350 - \$61,193	\$55,390 - \$62,234	\$57,052 - \$64,249	3% increase in 2020
Accounting/HR Specialist	FT	1	NA	NA	\$48,006 - \$54,059	New Position in 2020
IT Technician	FT	1	NA	NA	\$55,390 - \$62,234	New Position in 2020
Office Assistant	FT	1	\$36,837 - \$41,475	\$37,877 - \$42,516	\$40,149 - \$45,215	6% increase in 2020
Golf Professional	FT	1	\$53,294 - \$60,018	\$54,334 - \$61,058	\$54,334 - \$61,058	No Change - Propose Concessions
<u>Section 4. POLICE</u>						
Chief of Police	FT	1	\$94,000 - \$105,859	\$95,040 - \$106,900	\$97,891 - \$110,241	3% increase in 2020
Police Records Clerk	FT	1	\$43,222 - \$48,672	\$44,262 - \$49,712	\$45,590 - \$51,342	3% increase in 2020
Part Time Office Assistant	PT	1	NA	NA	\$40,149 - \$45,215	New Position in 2020
Police Officer	FT	9	\$52,656 - \$74,732	\$53,688 - \$76,220	\$54,763 - \$77,744	Per Contract - New FTE in 2019
Police Sergeant	FT	2	\$78,461 - \$84,931	\$80,030 - \$86,638	\$81,631 - \$88,366	Per Contract
Police Detective	FT	1	\$78,126 - \$87,974	\$78,126 - \$89,727	\$78,126 - \$91,519	Per Contract
<u>Section 5. MAINTENANCE AND OPERATIONS</u>						
Operation & Maintenance Director	FT	1	\$86,190 - \$97,064	\$88,092 - \$99,075	\$90,735 - \$102,182	3% increase in 2020
Streets Section Lead / Parks Section Lead	FT	3	\$48,318 - \$54,371	\$49,358 - \$55,412	\$53,800 - \$60,588	9% increase in 2020
Office Assistant	FT	1	\$37,107 - \$41,787	\$38,147 - \$42,828	\$40,149 - \$45,215	6% increase in 2020
Park/Streets/Facilities Maintenance Full Time	FT	9	\$32,302 - \$36,379	\$33,342 - \$37,420	\$36,343 - \$40,928	9% increase in 2020 plus 1 NEW FTE
Equipment Maint Tech	FT	1	\$45,885 - \$51,688	\$46,925 - \$52,728	\$48,333 - \$54,430	3% increase in 2020
Park/Golf Maintenance Seasonal	PT	NA	\$11.50 - \$12.94	\$12.00 - \$13.50	\$13.50 - \$15.21	PER Minimum wage
Park/Golf Maintenance - Foreman Seasonal	PT	NA	\$15.38 - \$17.32	\$16.03 - \$17.99	\$17.47 - \$19.68	9% increase in 2020
<u>Section 6. PLANNING & BUILDING SERVICES</u>						
Building Inspector	FT	1	\$55,161 - \$62,108	\$56,201 - \$63,149	\$57,887 - \$65,190	3% increase in 2020
Chief Building Inspector	FT	1	\$60,049 - \$67,641	\$61,089 - \$68,682	\$62,922 - \$70,860	3% increase in 2020
Temp Building/Construction Inspector	PT	1			\$27.83 - \$31.34	
Director of Planning & Engineering	FT	1	\$94,000 - \$105,859	\$95,040 - \$106,900	\$97,891 - \$110,241	3% increase in 2020
City Engineer	FT	1	\$80,228 - \$90,350	\$79,040 - \$88,881	\$81,411 - \$91,682	3% increase in 2020
Planning and Engineering Associate	FT	1		\$48,006 - \$54,060	\$52,326 - \$58,928	9% increase in 2020
Permit Technician	FT	1	\$43,222 - \$48,672	\$43,222 - \$48,672	\$44,518 - \$50,135	3% increase in 2020
Engineering Technician	FT	0	NA	NA	\$52,326 - \$58,928	Unfilled for 2020
Office Assistant	FT	0	\$37,107 - \$41,787	\$38,147 - \$42,828	\$40,149 - \$45,215	Unfilled for 2020
Code Enforcement	PT	0	\$22.94 - \$25.85	\$25.00	NA	No Position in 2020 Budget
<u>Section 7. LIBRARY</u>						
Director of Library Services	FT	1	\$66,510 - \$74,902	\$67,550 - \$75,942	\$69,677 - \$78,354	3% increase in 2020
Librarian	FT	1	\$41,870 - \$47,154	\$42,910 - \$48,194	\$46,772 - \$52,672	9% increase in 2020
Library Clerk	PT	6	\$12.44 - \$14.00	\$12.44 - \$14.00	\$13.50 - \$15.21	PER Minimum wage
Library Technician I	PT	2	\$13.77 - \$15.51	\$14.27 - \$16.01	\$15.55 - \$17.52	9% increase in 2020
Library Associate	FT	1	\$35,360 - \$39,832	\$36,400 - \$40,872	\$38,584 - \$43,452	Unfilled for 2020
Library Associate	PT	4	\$17.00 - \$19.15	\$17.50 - \$19.65	\$18.55 - \$20.89	Unfilled for 2020

NOTES:

Increases are based on compensation study performed by AI Industries in 2019.

Minimum wage increases by 12.5% for 2020.



City of Liberty Lake Citizens

Boards and Commissions

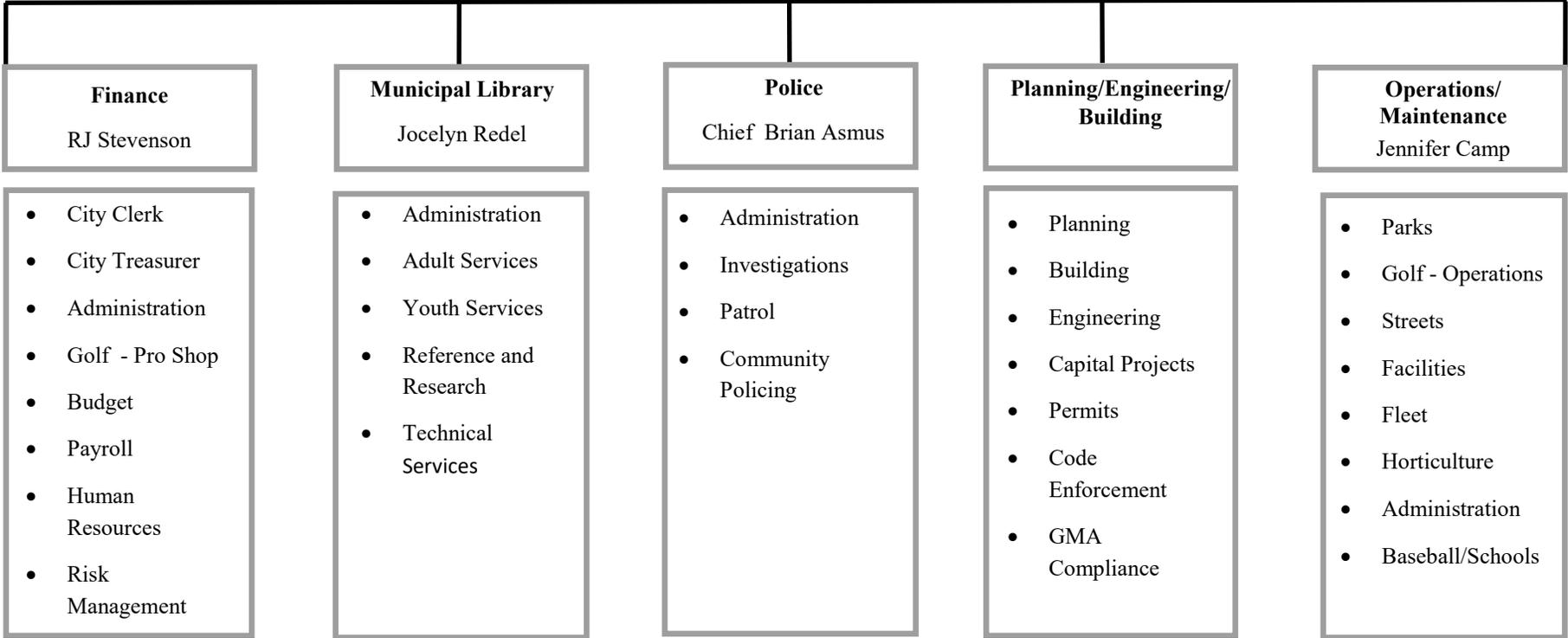
Planning	Lodging Tax Advisory
Parks and Art	Library Trustees
Civil Service	Youth Commission
Salary	

Mayor
Steve Peterson

City Council

City Administrator
Katy Allen

City Attorney
Sean Boutz



FTE = 7

FTE = 3 PT = 6

FTE = 15

FTE= 6 PT = 2

FTE= 16 PT = 32

**CITY OF LIBERTY LAKE
SPOKANE COUNTY, WASHINGTON
ORDINANCE NO. XXX**

**AN ORDINANCE OF THE CITY OF LIBERTY LAKE, WASHINGTON, LEVYING
THE REGULAR PROPERTY TAXES FOR THE CITY OF LIBERTY LAKE,
WASHINGTON IN SPOKANE COUNTY FOR THE YEAR COMMENCING JANUARY
1, 2020 TO PROVIDE REVENUE FOR THE PROVISION OF CITY SERVICES AS SET
FORTH IN THE CITY BUDGET.**

WHEREAS, State law authorizes the City of Liberty Lake to levy regular property taxes upon the taxable property within the corporate limits in order to provide revenue for the 2020 current expense budget of the City;

WHEREAS, the City of Liberty Lake is authorized to levy \$3.60 per \$1,000.00 of assessed valuation subject to deduction of levies collected by a fire district in the amount of (\$1.50); per assessed valuation.

WHEREAS, the City Council, after a public hearing and after duly considering all relevant evidence and testimony presented, has determined that the City desires a 1% increase in property tax revenue from the previous year, while receiving increases resulting from the addition of new construction and improvements to property and any increase in the value of state assessed property.

WHEREAS, the population of the City of Liberty Lake is 11,003;

WHEREAS, RCW 84.52.020 requires the City Council on or before the 30th day of November to certify budget estimates to the Clerk of the Spokane County Board of Commissioners including amounts to be raised by taxing property in the City;

WHEREAS, the City Council pursuant to notice has held a public hearing on the proposed budget estimates for 2020 including revenue sources which will fund the provision of services; and

WHEREAS, after due consideration of the proposed 2020 budget and the related financial requirements the City Council desires to impose an ad valorem property tax as permitted by State law.

NOW, THEREFORE, the City Council of the City of Liberty Lake, Washington, do resolves as follows:

Section 1. 2020 Levy. There shall be and is hereby levied and imposed upon real property, personal property, all new construction, utility property, and all property resulting from any annexations as defined in RCW Chap. 84.02 and 84.55.005 in the City of Liberty Lake, Spokane County, Washington, a regular property tax increase over the 2019 amount of \$25,650.61 which is 1% for the year commencing January 1, 2020, plus any additional revenue resulting from new construction and improvements to property and any increase in the value of state-assessed property.

The regular property tax levied through this Ordinance is for the purpose of receiving revenue to make payment upon the general indebtedness of the City of Liberty Lake, the general fund obligations and for the payment of services performed by or for the City during the 2020 calendar year.

Section 2. Notice to Spokane County. Pursuant to RCW 84.52.020, the City Clerk/Treasurer shall certify to the County Legislative Authority a true and correct copy of this Ordinance, as well as, the budget estimates adopted by the City Council in order to provide for and direct that the taxes levied herein shall be collected and paid to the City Clerk/Treasurer of the City of Liberty Lake at the time and in the manner provided by the laws of the State of Washington.

PASSED by the City Council this 19th day of November, 2019

Mayor, Steve Peterson

ATTEST:

City Clerk, Ann Swenson

APPROVED AS TO FORM:

City Attorney, Sean P. Boutz

Date of Publication:

Effective Date:

**City of Liberty Lake
Budget Summary by Revenue**

	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed
001 General Fund				
310 Taxes	\$ 5,742,933	\$ 6,070,967	\$ 5,784,500	\$ 6,135,082
320 Licenses & Permits	895,003	835,262	663,000	\$ 821,000
330 Intergovernmental	213,527	178,754	636,299	\$ 818,355
340 Charges for Services	251,714	220,547	140,800	\$ 71,750
350 Fines and Forfeitures	50,578	74,572	51,500	\$ 51,650
360 Miscellaneous Revenue	62,904	89,562	71,500	\$ 81,000
380 Non-Revenue	77,419	133,552	81,500	\$ 87,000
390 Operational Transfers	3,246	49,245	-	\$ 1,200
Total of General Fund	\$ 7,297,325	\$ 7,652,462	\$ 7,429,099	\$ 8,067,037

	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed
All Other Funds				
110 Street Operations Fund	\$ 1,487,886	\$ 1,517,163	\$ 1,055,941	\$ 1,075,210
111 Parks & Arts Fund	-	-	35,000	62,000
115 Tourism Promotion Fund	58,377	57,934	62,200	59,200
116 Tourism Promotion Capital Fund	38,103	38,797	36,000	37,500
117 Tourism Promotion Area (TPA)	63,577	39,475	60,100	60,150
120 Restricted Reserve	8,990	30,926	9,000	15,000
214 City Land LTGO Bond Fund	161,512	161,520	161,521	80,760
310 Capital Projects Fund	434,233	613,779	2,166,000	2,212,500
311 Special Capital Projects Fund	435,416	540,417	1,605,000	1,651,500
312 Street Capital Projects Fund	1,785,224	806,078	959,440	989,000
314 Orchard Park Capital Fund	144,751	3,062,832	999,448	1,000,500
318 Harvard Road Bridge Widening Fund	-	983,066	5,000	-
319 Henry Rd Project	-	-	-	880,000
320 Harvard Road Mitigation Fund	291,755	228,713	596,000	211,500
330 Library Capital Fund	15,874	17,593	17,798	19,458
331 Municipal Facilities Fund Master Plan	351,282	6,782	4,500	5,500
334 Police Capital Fund	50,075	1,118	900	1,200
335 Community Messaging Fund	766	41,436	1,000	1,400
336 Underground Utility Fund	25,242	26,286	26,000	26,500
337 Building Contingency Fund	45,861	2,555	2,000	3,000
410 Stormwater Utility Fund	68,133	79,660	67,500	79,000
411 Aquifer Protection Fund	48,384	53,720	49,500	53,500
420 Golf Operations Fund	541,967	609,812	549,915	578,100
501 Unemployment Fund	9,769	12,521	25,000	20,000
502 Health Reimbursement (Bridge) Fund	-	177,592	31,500	32,000
Total Revenues for All Other Funds	\$ 6,067,178	\$ 9,109,776	\$ 8,526,263	\$ 9,154,478

GRAND TOTAL FOR ALL FUNDS \$ 13,364,502 \$ 16,762,238 \$ 15,955,362 \$ 17,221,515

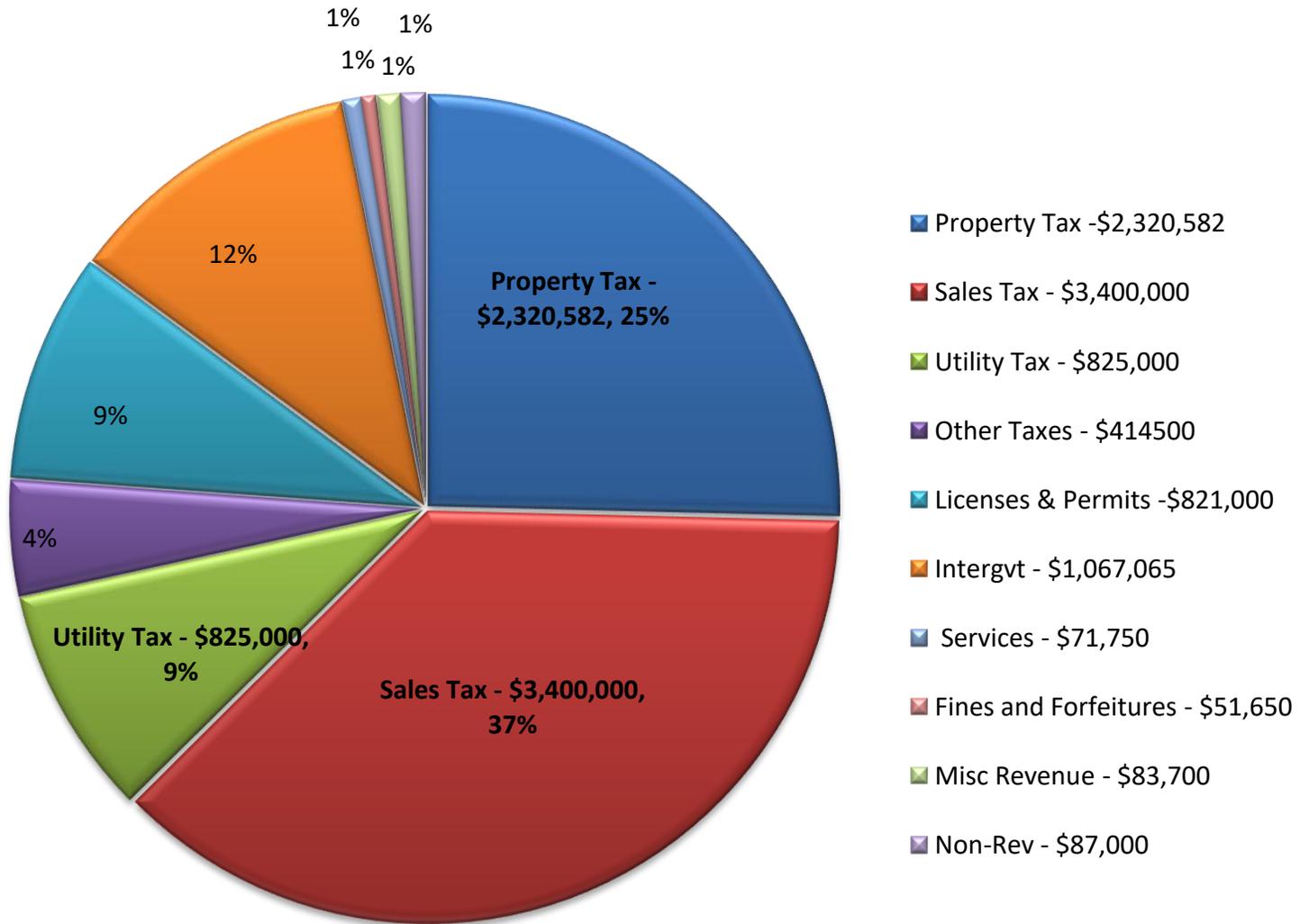
**City of Liberty Lake
Budget Summary by Expenditures**

	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed
001 General Fund				
511 Legislative	\$ 76,041	\$ 65,534	\$ 100,308	\$ 132,832
513 Executive	260,563	276,356	309,744	300,806
514 Finance	697,692	695,967	739,944	855,036
515 Legal	66,000	67,000	66,000	66,000
519 Central Services	1,681,091	1,337,650	755,198	707,793
521 Law Enforcement	2,049,023	2,121,982	2,388,300	2,619,952
558 Planning & Engineering	432,031	551,698	627,886	698,974
572 Library	467,855	481,784	521,885	601,487
576 Operations & Maintenance	1,170,060	2,445,666	1,994,003	2,098,695
580 Non Expenditures	69,763	127,614	82,000	90,000
Total of General Fund	\$ 6,970,118	\$ 8,171,253	\$ 7,585,268	\$ 8,171,575

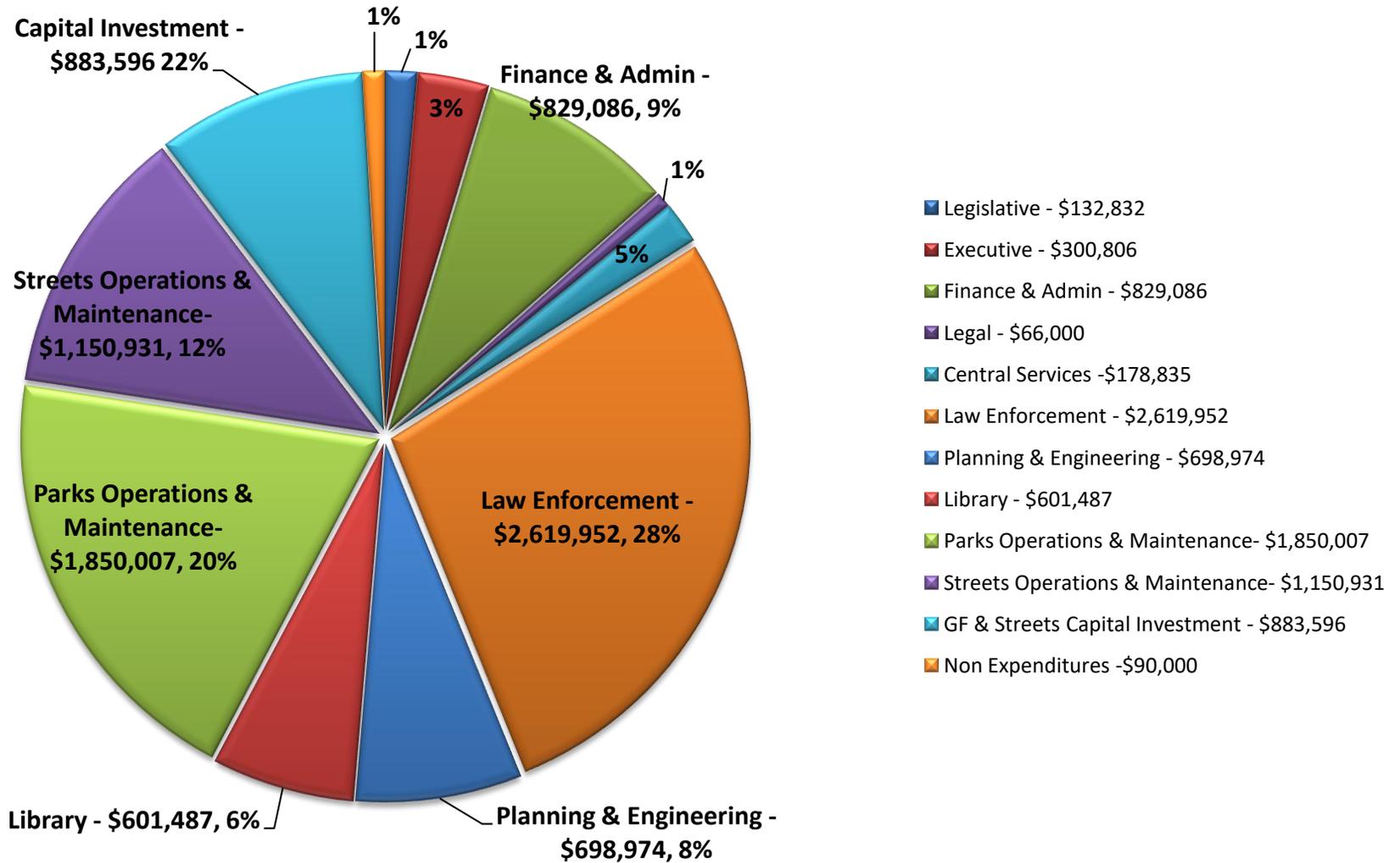
	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed
All Other Funds				
110 Street Operations Fund	\$ 1,439,795	\$ 1,518,076	\$ 1,092,923	\$ 1,230,931
111 Parks & Arts Fund	-	-	35,000	68,500
115 Tourism Promotion Fund	60,377	58,500	63,000	59,000
116 Tourism Promotion Capital Fund	-	-	-	-
117 Tourism Promotion Area (TPA)	65,045	44,206	60,100	60,150
120 Restricted Reserve	-	-	-	-
214 City Land LTGO Bond Fund	161,512	161,520	161,521	80,760
310 Capital Projects Fund	-	1,550,000	1,807,000	697,000
311 Special Capital Projects Fund	144,696	1,550,000	1,509,000	800,000
312 Street Capital Projects Fund	2,216,717	692,468	775,000	925,000
314 Orchard Park Capital Fund	140,455	2,473,689	1,011,510	1,012,562
318 Harvard Road Bridge Widening Fund	-	16,263	980,000	-
319 Henry Rd Project	-	-	-	880,000
320 Harvard Road Mitigation Fund	227,654	75,000	736,500	380,000
330 Library Capital Fund	-	-	60,000	60,000
331 Municipal Facilities Fund Master Plan	-	6,909	100,000	100,000
334 Police Capital Fund	-	-	25,000	60,000
335 Community Messaging Fund	50,316	3,006	10,000	-
336 Underground Utility Fund	-	-	-	-
337 Building Contingency Fund	-	-	125,000	125,000
410 Stormwater Utility Fund	108,383	98,507	141,821	126,964
411 Aquifer Protection Fund	30,000	4,042	95,164	81,850
420 Golf Operations Fund	568,466	540,991	615,346	587,966
501 Unemployment Fund	9,769	12,521	25,000	20,000
502 Health Reimbursement (Bridge) Fund	-	28,309	175,000	175,000
Total Expenditures for All Other Funds	\$ 5,223,185	\$ 8,834,005	\$ 9,603,885	\$ 7,530,683

GRAND TOTAL FOR ALL FUNDS \$ 12,193,304 \$ 17,005,258 \$ 17,189,153 \$ 15,702,258

2020 Proposed Operating Revenue \$9,142,247

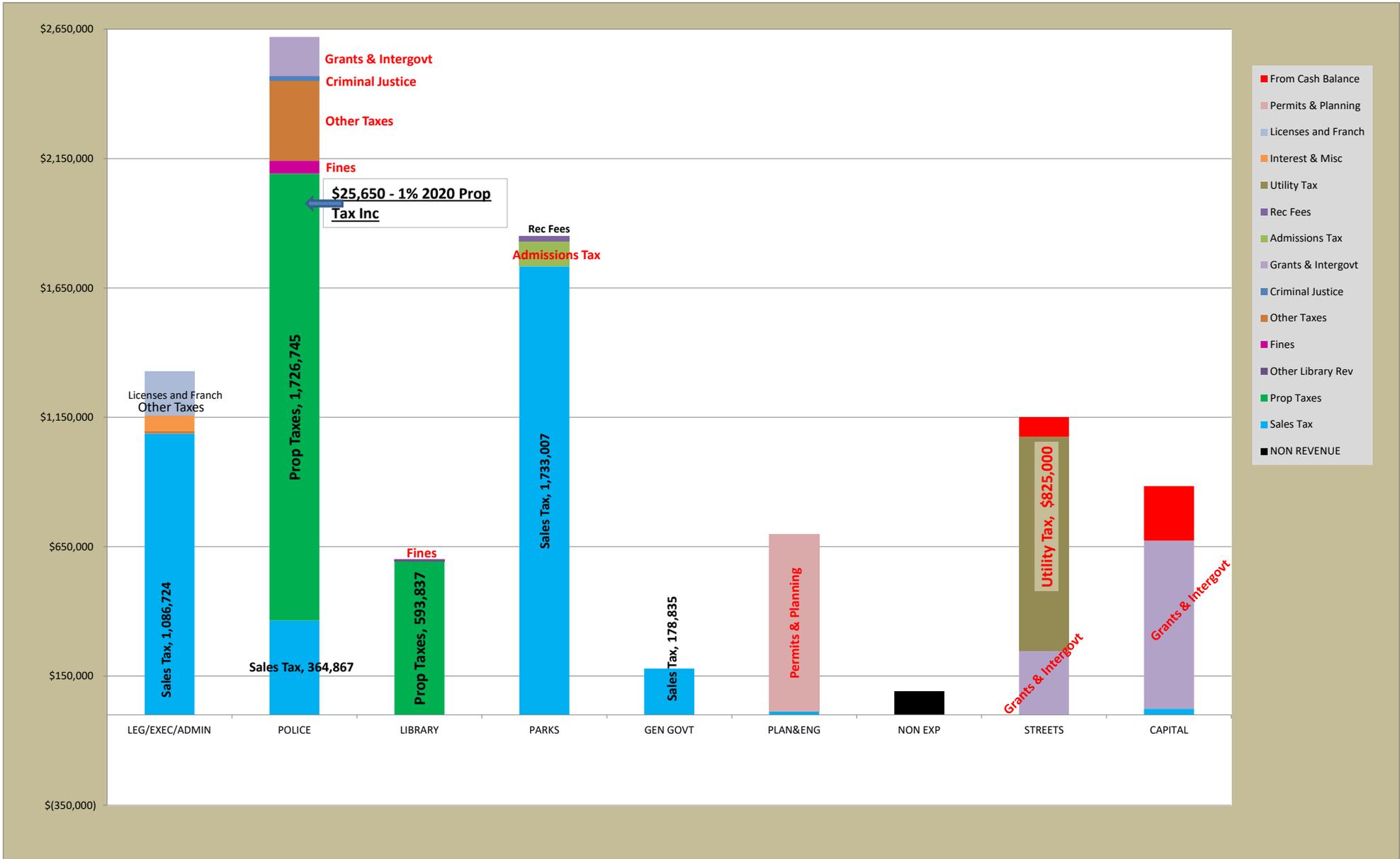


2020 General/Streets Proposed Expenditures \$9,402,506



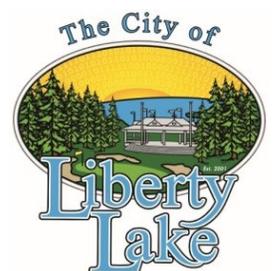
General Fund Expenditures by Revenue Source for 2020 Budget

Graph presents which revenue sources pay for each service the City provides.



Red lettered categories are designated by state RCW or City Ordinance to be spent in this category

2020 GENERAL FUND



**Legislative
General Fund 001**

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Salaries & Wages	\$ 33,000	\$ 33,609	\$ 33,600	\$ 60,480	80%
Benefits	2,695	2,891	2,708	4,852	79%
Supplies	3,277	1,603	3,500	3,000	-14%
Services & Charges	29,431	27,242	60,500	64,500	7%
Capital Outlay	7,638	189	-	-	
Legislative Total	\$ 76,041	\$ 65,534	\$ 100,308	\$ 132,832	32%

Legislative costs are expenditures associated with City Council activities.

Notes

Salaries & Wages

Increase due to Salary Commission Recommendation to increase Council wages.

Services & Charges

2020 includes \$14K for 2020 Elections Costs, \$25K for Council Advisory services, \$8K for AWC Membership \$2K for NLC Membership and \$14K for Council travel costs.

Position Summary	2016	2017	2018	2019	% Change
<u>Elected</u>					
Councilmember	7	7	7	7	0

CITY OF LIBERTY LAKE
DEPARTMENT: LEGISLATIVE
FUND: General Fund
2020 Line item detail

Account	Title	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	Notes
511 60 10 00	Legislative-Salaries & Wages	33,000.00	33,608.80	33,600.00	60,480.00	Per salary commission. \$720/month
511 60 20 01	Legislative-Social Security & Medicare	2,524.50	2,570.40	2,571.00	4,627.00	
511 60 23 02	Legislative-Labor & Industries	170.21	321.00	137.00	136.00	
511 60 24 00	Paid Family And Medical Leave	-	-	-	89.00	
511 60 31 00	Legislative Supplies	3,277.20	1,603.32	3,500.00	3,000.00	
511 30 41 00	Legal Notices	313.35	434.75	-	-	
511 60 41 00	Legislative - Professional Services	6,347.20	697.00	18,000.00	14,000.00	Voter Election Costs
511 60 41 01	Legislative - Advisory Funds	16,182.58	10,881.13	25,000.00	25,000.00	
511 60 42 00	Legislative-Telephone,Internet,Postage	-	1,122.52	1,500.00	1,500.00	6 city phones issued to Council
511 60 43 00	Legislative Travel-Lodging,Meals,Mileage	-	4,414.02	6,000.00	14,000.00	\$2K per 7 council members
511 60 49 00	Legislative-Dues,Subscriptions,Mbrsh	6,588.00	9,693.00	10,000.00	10,000.00	\$7,905 for AWC City Membership. \$2000 for NLC membership.
594 11 64 00	Legislative-Furniture,Computers&Equip	7,638.44	188.54	-	-	
Total		76,041.48	65,534.48	100,308.00	132,832.00	

5 YEAR BUDGET COMPARISON

CITY OF LIBERTY LAKE
MCAG #: 2757

Time: 16:41:27 Date: 10/10/2019
Page: 1

001 General Fund

Account	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2019 Appropriated	2020 Proposed	Comment
511 60 10 00 Legislative-Salaries & Wages	33,400.00	33,000.00	33,608.80	25,200.00	33,600.00	60,480.00	Per salary commission. \$720/month
010 Salaries and Wages	33,400.00	33,000.00	33,608.80	25,200.00	33,600.00	60,480.00	
511 60 20 01 Legislative-Social Security & Medicare	2,555.10	2,524.50	2,570.40	1,927.80	2,571.00	4,627.00	
511 60 23 02 Legislative-Labor & Industries	170.17	170.21	321.00	283.95	137.00	136.00	
511 60 24 00 Paid Family And Medical Leave	0.00	0.00	0.00	37.17	0.00	89.00	
020 Personnel Benefits	2,725.27	2,694.71	2,891.40	2,248.92	2,708.00	4,852.00	
511 60 31 00 Legislative Supplies	800.38	3,277.20	1,603.32	751.95	3,500.00	3,000.00	
030 Supplies	800.38	3,277.20	1,603.32	751.95	3,500.00	3,000.00	
511 30 41 00 Legal Notices	7,309.93	313.35	434.75	0.00	0.00	0.00	
511 60 41 00 Legislative - Professional Services	140.80	6,347.20	697.00	426.60	18,000.00	14,000.00	Voter Election Costs
511 60 41 01 Legislative - Advisory Funds	0.00	0.00	0.00	0.00	25,000.00	25,000.00	
511 60 42 00 Legislative-Telephone,Internet,Postage	0.00	0.00	1,122.52	907.80	1,500.00	1,500.00	6 city phones issued to Council
511 60 43 00 Legislative Travel-Lodging,Meals,Mileage	1,169.36	0.00	4,414.02	5,306.71	6,000.00	14,000.00	AWC Annual Conf is in Kennewick. \$2K per Council Member
511 60 49 00 Legislative-Dues,Subscriptions,Mbrsh	5,860.00	6,588.00	9,693.00	10,772.00	10,000.00	10,000.00	\$7,905 for AWC City Membership. \$2000 for NLC membership.
040 Services	14,480.09	13,248.55	16,361.29	17,413.11	60,500.00	64,500.00	
511 60 51 00 Election Costs	11,654.34	16,182.58	10,881.13	0.00	0.00	0.00	
050 Intergovernmental Services and Other	11,654.34	16,182.58	10,881.13	0.00			
594 11 64 00 Legislative-Furniture,Computers&Equip	0.00	7,638.44	188.54	0.00	0.00	0.00	
060 Capital Outlays	0.00	7,638.44	188.54	0.00			
511 Legislative	63,060.08	76,041.48	65,534.48	45,613.98	100,308.00	132,832.00	
TOTAL EXPENDITURES:	63,060.08	76,041.48	65,534.48	45,613.98	100,308.00	132,832.00	
FUND GAIN/LOSS:	-63,060.08	-76,041.48	-65,534.48	-45,613.98	-100,308.00	-132,832.00	

**Executive
General Fund 001**

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Salaries & Wages	\$ 147,490	\$ 148,815	\$ 149,855	\$ 166,151	11%
Benefits	38,577	36,430	36,939	38,655	5%
Supplies	764	1,279	1,250	1,000	-20%
Services & Charges	73,488	89,833	121,700	94,200	-23%
Capital Outlay	244	-	-	800	#DIV/0!
Executive Total	\$ 260,563	\$ 276,356	\$ 309,744	\$ 300,806	-3%

Executive costs are expenditures associated with Mayor and City Administrator activities.

Notes

Salaries & Wages

Increase due to Salary Commission Recommendation to increase Mayor wage.

Services & Charges

Includes economic development services thru GSI (\$25K) and Valley Chamber (\$12K). Also includes \$15K for The Splash Lookout monthly article.

Position Summary	2016	2017	2018	2019	% Change
<u>Elected</u>					
Mayor	1	1	1	1	0
<u>Full Time</u>					
City Administrator	1	1	1	1	0

CITY OF LIBERTY LAKE
DEPARTMENT: EXECUTIVE
FUND: General Fund
2020 Line item detail

Account	Title	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	Notes
513 10 10 01	Mayor-Salaries & Wages	15,000.00	15,000.00	15,000.00	27,000.00	Per Salary Commission
513 10 10 02	City Administrator-Salaries & Wages	132,489.72	133,814.64	134,855.00	139,151.00	3% Increase
513 10 20 01	Executive-Social Security & Medicare	3,051.57	3,078.43	3,104.00	4,021.00	
513 10 21 05	City Administrator Retirement	16,892.40	17,061.36	17,194.00	17,742.00	
513 10 22 04	City Administrator Medical/Life/LTD	17,585.75	13,031.62	13,259.00	13,276.00	
513 10 23 02	Executive-Labor & Industries	247.06	258.79	382.00	380.00	
513 10 24 01	Paid Family And Medical Leave-Mayor	-	-	-	40.00	
513 10 24 02	Paid Family And Medical Leave-City Administrator	-	-	-	196.00	
513 10 28 00	HRA VEBA-City Administrator	800.00	3,000.00	3,000.00	3,000.00	
513 10 31 00	Executive Supplies	724.90	1,178.92	1,000.00	1,000.00	
513 10 31 01	Executive Event & Meeting Expenses	39.26	100.00	250.00	-	
513 10 41 00	Executive-Professional Services	13,459.44	17,741.85	25,000.00	15,000.00	Svcs needed to perform City functions
513 10 41 01	Executive Professional Services-Public Information	-	-	25,000.00	5,000.00	Public Outreach
513 10 42 00	Executive - Communications	1,200.00	1,200.00	1,200.00	1,200.00	
513 10 43 00	Executive Travel-Lodging,Meals,Mileage	4,499.40	6,206.69	7,000.00	7,000.00	AWC Conf in Kennewick. Travel includes regional mtgs and legislative mtgs in Olympia
513 10 49 00	Dues,Subscriptions,Mbrships	6,124.47	9,889.16	6,500.00	7,000.00	
558 70 41 00	Econ. Dev. - Advertising	17,545.00	19,225.00	18,500.00	18,500.00	\$15K - Splash, \$3500 for other advertising
558 70 49 00	Econ. Dev. - Dues/memberships	30,660.00	35,570.00	38,500.00	40,500.00	\$25K - GSI, \$12K - Valley Chamber, \$3500 for other organizations
594 13 64 00	Executive-Furniture,Computers&Equip	244.02	-	-	800.00	New Computer for City Administrator
Total		260,562.99	276,356.46	309,744.00	300,806.00	

5 YEAR BUDGET COMPARISON

CITY OF LIBERTY LAKE
MCAG #: 2757

Time: 16:42:06 Date: 10/10/2019
Page: 1

001 General Fund

Account	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2019 Appropriated	2020 Proposed	Comment
513 10 10 01 Mayor-Salaries & Wages	15,000.00	15,000.00	15,000.00	11,250.00	15,000.00	27,000.00	Per Salary Commission
513 10 10 02 City Administrator-Salaries & Wages	127,344.96	132,489.72	133,814.64	101,140.92	134,855.00	139,151.00	
010 Salaries and Wages	142,344.96	147,489.72	148,814.64	112,390.92	149,855.00	166,151.00	
513 10 20 01 Executive-Social Security & Medicare	2,976.75	3,051.57	3,078.43	2,319.84	3,104.00	4,021.00	
513 10 21 05 City Administrator Retirement	16,236.48	16,892.40	17,061.36	12,895.47	17,194.00	17,742.00	
513 10 22 04 City Administrator Medical/Life/LTD	17,349.35	17,585.75	13,031.62	9,944.37	13,259.00	13,276.00	
513 10 23 02 Executive-Labor & Industries	275.52	247.06	258.79	201.01	382.00	380.00	
513 10 24 01 Paid Family And Medical Leave-Mayor	0.00	0.00	0.00	16.56	0.00	40.00	
513 10 24 02 Paid Family And Medical Leave-City Administrator	0.00	0.00	0.00	148.68	0.00	196.00	
513 10 28 00 HRA VEBA-City Administrator	800.00	800.00	3,000.00	3,000.00	3,000.00	3,000.00	
020 Personnel Benefits	37,638.10	38,576.78	36,430.20	28,525.93	36,939.00	38,655.00	
513 10 31 00 Executive Supplies	1,402.05	724.90	1,178.92	441.53	1,000.00	1,000.00	No Change
513 10 31 01 Executive Event & Meeting Expenses	128.37	39.26	100.00	0.00	250.00	0.00	No budget
030 Supplies	1,530.42	764.16	1,278.92	441.53	1,250.00	1,000.00	
513 10 41 00 Executive-Professional Services	3,528.39	13,459.44	17,741.85	30,182.93	25,000.00	15,000.00	Svcs needed to perform City functions
513 10 41 01 Executive Professional Services-Public Information	0.00	0.00	0.00	0.00	25,000.00	5,000.00	Public Outreach
513 10 42 00 Executive - Communications	1,200.00	1,200.00	1,200.00	900.00	1,200.00	1,200.00	No Change
513 10 43 00 Executive Travel-Lodging,Meals,Mileage	5,819.32	4,499.40	6,206.69	6,451.86	7,000.00	7,000.00	AWC Conf in Kennewick. Travel includes regional mtgs and legislative mtgs in Olympia
513 10 49 00 Dues,Subscriptions,Mbrships	4,869.04	6,124.47	9,889.16	7,310.00	6,500.00	7,000.00	
558 70 41 00 Econ. Dev. - Advertising	15,755.65	17,545.00	19,225.00	21,827.50	18,500.00	18,500.00	\$15K - Splash, \$3500 for other advertising
558 70 49 00 Econ. Dev. - Dues/memberships	28,650.00	30,660.00	35,570.00	36,279.00	38,500.00	40,500.00	\$25K - GSI, \$12K - Valley Chamber, \$3500 for other organizations
040 Services	59,822.40	73,488.31	89,832.70	102,951.29	121,700.00	94,200.00	
594 13 64 00 Executive-Furniture,Computers&Equip	694.85	244.02	0.00	0.00	0.00	800.00	New Computer for City Administrator
060 Capital Outlays	694.85	244.02	0.00	0.00		800.00	
513 Executive	242,030.73	260,562.99	276,356.46	244,309.67	309,744.00	300,806.00	

5 YEAR BUDGET COMPARISON

CITY OF LIBERTY LAKE
 MCAG #: 2757

Time: 16:42:06 Date: 10/10/2019
 Page: 2

001 General Fund

Account	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2019 Appropriated	2020 Proposed Comment
TOTAL EXPENDITURES:	242,030.73	260,562.99	276,356.46	244,309.67	309,744.00	300,806.00
FUND GAIN/LOSS:	-242,030.73	-260,562.99	-276,356.46	-244,309.67	-309,744.00	-300,806.00

**Administrative Services
General Fund 001**

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Salaries & Wages	\$ 256,558	\$ 261,242	\$ 266,558	\$ 340,104	28%
Benefits	120,978	106,365	108,886	148,482	36%
Supplies	6,022	6,042	12,100	9,100	-25%
Services & Charges	308,403	320,120	340,400	331,400	-3%
Capital Outlay	5,731	2,197	12,000	25,950	116%
Administrative Services Total	\$ 697,692	\$ 695,967	\$ 739,944	\$ 855,036	16%

Administrative Services includes Financial, City Clerk, Insurance, IT, Human Resources, and other support functions.

Notes

Salaries & Wages

Increase due to two new positions, Accounting/HR Specialist and IT Technician.

Services & Charges

Includes General Liability Insurance, Financial and Website software support, bank and credit card fees, phone services, and IT support.

Capital Outlay

Council Chamber Video Recording Hardware

Position Summary	2017	2018	2019	2020	% Change
<i>Full Time</i>					
Finance Director	1	1	1	1	
City Treasurer	1	1	1	1	
City Clerk	1	1	1	1	
Office Assistant	1	1	1	1	
Accounting Technician	0	0	0	1	
IT Tech	0	0	0	1	
Golf Professional	1	1	1	1	
Total FTE Positions	5	5	5	7	40%

CITY OF LIBERTY LAKE
DEPARTMENT: FINANCE AND ADMINISTRATIVE SERVICES, CENTRAL SERVICES
FUND: General Fund
2020 Line item detail

Account	Title	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	Notes
514 22 10 00	Treasurer	60,611.29	61,193.68	62,234.00	64,252.00	
514 22 10 01	Treasurer Overtime	-	-	200.00	200.00	
514 23 10 06	Salaries & Wages-Administrative Services	195,946.97	200,048.24	203,824.00	275,352.00	Inc Acct Tech-PR & IT Tech
514 23 10 09	Overtime	-	-	300.00	300.00	
514 22 20 01	Treasurer -Medicare	852.58	868.73	906.00	935.00	
514 22 21 05	Retirement-Treasurer	7,727.93	7,818.31	8,011.00	8,289.00	
514 22 22 04	Medical/Life/LTD Treasurer	17,131.19	12,472.38	12,802.00	12,810.00	
514 22 23 02	Labor & Industries Treasurer	187.26	191.83	226.00	224.00	
514 22 24 00	Paid Family And Medical Leave Treasurer	-	-	-	95.00	
514 22 24 01	Paid Family And Medical Leave Treasurer OT	-	-	-	-	
514 22 28 05	HRA VEBA Treasurer	800.00	3,000.00	3,000.00	3,000.00	
514 23 20 01	Medicare-Administrative Services	2,808.99	2,877.94	2,960.00	3,997.00	Inc Acct Tech-PR & IT Tech
514 23 21 05	Retirement	24,983.22	25,559.11	26,189.00	35,449.00	Inc Acct Tech-PR & IT Tech
514 23 22 04	Medical/Life/LTD-Administrative Services	63,506.99	43,996.54	45,115.00	68,304.00	Inc Acct Tech-PR & IT Tech
514 23 23 02	Labor & Industries-Administrative Services	579.73	580.52	677.00	2,170.00	Inc Acct Tech-PR & IT Tech
514 23 24 06	Paid Family And Medical Leave-Administrative Services	-	-	-	459.00	Inc Acct Tech-PR & IT Tech
514 23 28 06	HRA VEBA	2,400.00	9,000.00	9,000.00	12,750.00	Inc Acct Tech-PR & IT Tech
514 23 31 00	Administrative Services Supplies	4,808.97	4,511.60	5,000.00	5,000.00	
514 23 32 00	Administrative Services Fuel Consumed	69.04	79.23	100.00	100.00	
517 90 31 00	Wellness Program Supplies	1,143.54	1,450.92	1,000.00	1,000.00	
571 00 31 02	Liberty Lake Youth Commission	-	-	6,000.00	3,000.00	Youth Commission events & supplies Includes Credit Card Fees, Financial/Website/Labor support. HR support. State Auditor. □
514 23 41 00	Administrative Services-Professional Services	56,024.33	75,908.37	79,700.00	59,500.00	
514 23 42 00	Administrative Services-Telephone,Internet,Postage	2,947.89	3,719.88	3,000.00	3,000.00	WFOA, WMCA, AWC HEALTH SUMMIT □
514 23 43 00	Administrative Services Travel-Lodging,Meals,Mileage	858.94	1,323.35	2,900.00	2,500.00	
514 23 45 00	Postage Machine Meter Rental	767.34	587.52	800.00	800.00	
514 23 48 00	Administrative Services-Outside Labor & Materials	-	400.93	-	-	WFOA, WMCA, SHRM. □
514 23 49 01	Administrative Services-Dues,Subscriptions,Mbrshp	1,738.54	2,147.91	2,000.00	2,000.00	
517 90 41 00	Wellness Program-Professional Service	-	750.00	1,000.00	1,000.00	
518 30 42 00	Central Services - Communications	18,672.42	18,684.53	18,000.00	19,000.00	Contract with Phone Provider.
518 30 46 00	Central Services-Insurance	166,282.40	174,970.76	185,000.00	230,000.00	CIAW GEN LIAB, AUTO, FACILITIES INSURANCE
518 30 48 82	Contingency-Furniture,Computers&Equip	-	-	3,000.00	1,600.00	two new computers
518 80 41 00	Information Technology Services	49,670.59	41,627.02	45,000.00	12,000.00	Propose hiring an IT Tech in 2020. City still needs IT support for when IT Tech is not available.
521 50 48 82	Contingency-LLPD Building	-	-	-	-	
559 30 41 00	Property Development	11,440.70	-	-	-	
571 00 48 82	Contingency-Shuttle	-	-	-	-	
594 14 64 00	Finance-Furniture,Computers&Equip	1,354.27	2,197.49	12,000.00	25,950.00	Proposed Council Chamber Recording Hardware
594 18 62 00	Central Services - Buildings & Structures	184.63	-	-	-	
594 18 64 00	Central Services-Furniture,Computers&Equip	4,191.81	-	-	-	
Total		697,691.56	695,966.79	739,944.00	855,036.00	

5 YEAR BUDGET COMPARISON

CITY OF LIBERTY LAKE
MCAG #: 2757

Time: 16:43:08 Date: 10/10/2019
Page: 1

001 General Fund

Account	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2019 Appropriated	2020 Proposed	Comment
514 22 10 00 Treasurer	58,512.91	60,611.29	61,193.68	45,957.12	62,234.00	64,252.00	
514 22 10 01 Treasurer Overtime	42.02	0.00	0.00	89.76	200.00	200.00	
514 23 10 06 Salaries & Wages-Administrative Services	190,458.51	195,946.97	200,048.24	151,718.51	203,824.00	275,352.00	Inc Acct Tech-PR & IT Tech
514 23 10 09 Overtime	164.16	0.00	0.00	0.00	300.00	300.00	
518 30 10 02 Salaries & Wages-Town Square Project	1,400.00	0.00	0.00	0.00	0.00	0.00	
010 Salaries and Wages	250,577.60	256,558.26	261,241.92	197,765.39	266,558.00	340,104.00	
514 22 20 01 Treasurer -Medicare	823.02	852.58	868.73	653.36	906.00	935.00	
514 22 21 05 Retirement-Treasurer	7,465.11	7,727.93	7,818.31	5,912.54	8,011.00	8,289.00	
514 22 22 04 Medical/Life/LTD Treasurer	16,912.91	17,131.19	12,472.38	9,601.29	12,802.00	12,810.00	
514 22 23 02 Labor & Industries Treasurer	205.69	187.26	191.83	136.77	226.00	224.00	
514 22 24 00 Paid Family And Medical Leave Treasurer	0.00	0.00	0.00	67.55	0.00	95.00	
514 22 24 01 Paid Family And Medical Leave Treasurer OT	0.00	0.00	0.00	0.13	0.00	0.00	
514 22 28 05 HRA VEBA Treasurer	800.00	800.00	3,000.00	3,000.00	3,000.00	3,000.00	
514 23 20 01 Medicare-Administrative Services	2,732.13	2,808.99	2,877.94	2,182.39	2,960.00	3,997.00	Inc Acct Tech-PR & IT Tech
514 23 21 05 Retirement	24,301.53	24,983.22	25,559.11	19,480.86	26,189.00	35,449.00	Inc Acct Tech-PR & IT Tech
514 23 22 04 Medical/Life/LTD-Administrative Services	62,955.76	63,506.99	43,996.54	33,836.22	45,115.00	68,304.00	Inc Acct Tech-PR & IT Tech
514 23 23 02 Labor & Industries-Administrative Services	630.11	579.73	580.52	420.79	677.00	2,170.00	Inc Acct Tech-PR & IT Tech
514 23 24 06 Paid Family And Medical Leave-Administrative Services	0.00	0.00	0.00	223.13	0.00	459.00	Inc Acct Tech-PR & IT Tech
514 23 28 06 HRA VEBA	2,400.00	2,400.00	9,000.00	9,000.00	9,000.00	12,750.00	Inc Acct Tech-PR & IT Tech
020 Personnel Benefits	119,226.26	120,977.89	106,365.36	84,515.03	108,886.00	148,482.00	
514 23 31 00 Administrative Services Supplies	4,598.50	4,808.97	4,511.60	3,326.12	5,000.00	5,000.00	NC
514 23 32 00 Administrative Services Fuel Consumed	133.72	69.04	79.23	64.95	100.00	100.00	NC
517 90 31 00 Wellness Program Supplies	662.54	1,143.54	1,450.92	378.33	1,000.00	1,000.00	NC
518 30 31 01 Town Square Project	879.49	0.00	0.00	0.00	0.00	0.00	
571 00 31 02 Liberty Lake Youth Commission	0.00	0.00	0.00	329.64	6,000.00	3,000.00	Youth Commission events & supplies
030 Supplies	6,274.25	6,021.55	6,041.75	4,099.04	12,100.00	9,100.00	
514 23 40 00 Public Records Mgmt App	0.00	0.00	0.00	9,910.00	0.00	0.00	
514 23 41 00 Administrative Services-Professional Services	60,785.93	56,024.33	75,908.37	29,924.24	79,700.00	59,500.00	Includes Credit Card Fees, Financial/Website/Labor support. HR support. State Auditor.

5 YEAR BUDGET COMPARISON

CITY OF LIBERTY LAKE
MCAG #: 2757

Time: 16:43:08 Date: 10/10/2019
Page: 2

001 General Fund

Account	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2019 Appropriated	2020 Proposed	Comment
514 23 42 00 Administrative Services-Telephone,Internet,Postage	2,556.04	2,947.89	3,719.88	2,537.69	3,000.00	3,000.00	No Change
514 23 43 00 Administrative Services Travel-Lodging,Meals,Mileage	1,409.79	858.94	1,323.35	1,207.27	2,900.00	2,500.00	WFOA, WMCA, AWC HEALTH SUMMIT
514 23 45 00 Postage Machine Meter Rental	555.66	767.34	587.52	0.00	800.00	800.00	NC
514 23 48 00 Administrative Services-Outside Labor & Materials	250.01	0.00	400.93	0.00	0.00	0.00	
514 23 49 01 Administrative Services-Dues,Subscriptions,Mbrshp	2,495.68	1,738.54	2,147.91	2,324.29	2,000.00	2,000.00	WFOA, WMCA, SHRM.
517 90 41 00 Wellness Program-Professional Service	0.00	0.00	750.00	0.00	1,000.00	1,000.00	NC
518 30 41 01 Central Services - Aquatic Ctr,Trailhead Facility,City Ctr Planning/Design	125,787.95	0.00	0.00	0.00	0.00	0.00	
518 30 42 00 Central Services - Communications	17,554.82	18,672.42	18,684.53	15,485.73	18,000.00	19,000.00	Contract with Phone Provider.
518 30 46 00 Central Services-Insurance	136,626.23	166,282.40	174,970.76	204,161.15	185,000.00	230,000.00	CIAW GEN LIAB, AUTO, FACILITIES INSURANCE
518 30 48 82 Contingency-Furniture,Computers&Equip	3,613.16	0.00	0.00	1,200.06	3,000.00	1,600.00	two new computers
518 80 41 00 Information Technology Services	35,132.29	49,670.59	41,627.02	32,222.92	45,000.00	12,000.00	Propose hiring an IT Tech. City still needs IT support in case IT Tech is not
521 50 48 82 Contingency-LLPD Building	4,603.45	0.00	0.00	0.00	0.00	0.00	
559 30 41 00 Property Development	0.00	11,440.70	0.00	0.00	0.00	0.00	
040 Services	391,371.01	308,403.15	320,120.27	298,973.35	340,400.00	331,400.00	
594 14 64 00 Finance-Furniture,Computers&Equip	343.47	1,354.27	2,197.49	5,000.00	12,000.00	25,950.00	Proposed Council Chamber Recording Hardware
594 18 62 00 Central Services - Buildings & Structures	0.00	184.63	0.00	0.00	0.00	0.00	
594 18 64 00 Central Services-Furniture,Computers&Equip	0.00	4,191.81	0.00	0.00	0.00	0.00	
594 76 62 82 Contingency-Buildings & Structures Golf Course	45,031.04	0.00	0.00	0.00	0.00	0.00	
060 Capital Outlays	45,374.51	5,730.71	2,197.49	5,000.00	12,000.00	25,950.00	
090 Interfund Payments for Services	0.00	0.00	0.00	0.00			
514 Finance	812,823.63	697,691.56	695,966.79	590,352.81	739,944.00	855,036.00	
TOTAL EXPENDITURES:	812,823.63	697,691.56	695,966.79	590,352.81	739,944.00	855,036.00	

5 YEAR BUDGET COMPARISON

CITY OF LIBERTY LAKE
 MCAG #: 2757

Time: 16:43:08 Date: 10/10/2019
 Page: 3

001 General Fund

Account	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2019 Appropriated	2020 Proposed Comment
FUND GAIN/LOSS:	-812,823.63	-697,691.56	-695,966.79	-590,352.81	-739,944.00	-855,036.00

Legal Services
General Fund 001

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Services & Charges	\$ 66,000	\$ 67,000	\$ 66,000	\$ 66,000	0%
Legal Services Total	\$ 66,000	\$ 67,000	\$ 66,000	\$ 66,000	0%

Notes

The City contracts for its Legal Services.

**General Government Services
General Fund 001**

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Animal Services	\$ 7,372	\$ 6,353	\$ 6,931	\$ 10,000	44%
Public Health Services	-	8,000	10,000	10,000	0%
Pollution Control And Remediation	16,991	18,424	19,000	20,074	6%
Alcoholism Treatment	2,474	1,962	3,000	3,000	0%
Spokane River Distr Redevelopment Area	252,329	-	-	-	#DIV/0!
Non-expenditures-State remittances	69,763	127,614	82,000	90,000	10%
Transfer for Debt Service Payments	271,894	161,520	161,521	80,761	-50%
TRF to Capital & other Operation Funds	1,130,031	1,141,391	554,746	583,958	5%
General Government Services Total	\$ 1,750,855	\$ 1,465,264	\$ 837,198	\$ 797,793	-5%

General Government Services includes Transfers for Debt, Transfer to Capital, and other support agencies.

Notes

Transfer for Debt Service Payments

Debt is for the 6.4 Acres - Town Square Park. Debt will be paid in full in June of 2020.

Animal Services

Estimated cost for Animal Services in 2020. Contract renewal with SCRAPS agreement in November 2019

TRF to Capital & other Operation Funds

Includes \$450K transfer to Orchard Park for Pavilion. Eligible for TIF/LIFT Reimbursement. \$25K to Underground Utility Fund. \$30K to Medical Reimbursement Fund. \$61,500 to Parks and Art Fund. \$17,458 to Library Capital.

CITY OF LIBERTY LAKE
DEPARTMENT: GENERAL GOVERNMENT
FUND: General Fund
2020 LINE ITEM DETAIL

Account	Title	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	Notes
553 70 40 00	Pollution Control And Remediation	16,991.00	18,423.92	19,000.00	20,074.00	3% inc
554 30 41 00	Animal Services	7,372.49	6,353.27	6,931.00	10,000.00	\$10K is place holder as the SCRAPS contract expires @ the end of '19 & waiting for new agreement w/ annual pricing for the City of LL
558 70 41 02	Spokane River Distr Redevelopment Area	252,329.38	-	-	-	
562 00 41 01	Public Health Services- Professional Services	-	8,000.00	10,000.00	10,000.00	
566 10 40 00	Alcoholism Treatment	2,473.56	1,961.97	3,000.00	3,000.00	
589 30 40 00	State Remittance-District Court	47,455.12	77,804.07	55,000.00	60,000.00	
589 30 40 01	State Bld Code Surcharge Remit	1,594.50	2,280.00	-	2,000.00	
589 30 00 03	Professional Services-Reimbursed	17,651.17	43,455.18	25,000.00	25,000.00	
589 30 00 04	State/Local Use Tax Remittal	442.07	1,279.69	-	-	
589 30 00 05	Inland Empire Pass Fees Remit	2,620.50	2,795.50	2,000.00	3,000.00	
597 19 00 00	Debt Svc Transf G.C. Mo.	110,381.96	-	-	-	
597 19 00 02	Debt Svc Trans - Land LTGO Bond	161,511.80	161,519.80	161,521.00	80,761.00	Bond Expires 6/30/20
597 16 05 02	Transfer Out To Medical Reimbursement (Bridge) Fund	-	175,000.00	30,000.00	30,000.00	Same for '20
597 19 00 03	Transfer Out To Community Messaging Fund	-	40,000.00	-	-	
597 19 00 04	Transfer Out To Underground Utility Fund	25,000.00	25,000.00	25,000.00	25,000.00	Same as '19
597 19 00 05	Transfer Out To Building Contingency Fund	45,031.00	-	-	-	
597 19 03 31	Transfer Out To Municipal Facilities Fund Master Plan	350,000.00	-	-	-	
597 21 00 00	Transfer Out Police Capital Fund	50,000.00	-	-	-	
597 42 00 00	OP Trans To Streets	330,000.00	425,000.00	-	-	
597 42 03 12	Transfer Out To Street Capital Fund	315,000.00	200,000.00	-	-	
597 72 00 01	OP Trans To LLML Capital	15,000.00	15,531.00	16,298.00	17,458.00	
597 76 01 11	Transfer Out Parks & Art Fund	-	-	34,500.00	61,500.00	CFP #12
597 76 03 01	Transfer To REET 1	-	-	-	-	
597 76 03 14	Transfer Out Orchard Park	-	260,860.00	448,948.00	450,000.00	Transfer for Orchard Park - Pavilan
Total		1,750,854.55	1,465,264.40	837,198.00	797,793.00	

5 YEAR BUDGET COMPARISON

CITY OF LIBERTY LAKE
MCAG #: 2757

Time: 16:44:28 Date: 10/10/2019
Page: 1

001 General Fund

Account	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2019 Appropriated	2020 Proposed	Comment
589 30 00 03 Professional Services-Reimbursed	11,747.65	17,651.17	43,455.18	11,999.81	25,000.00	25,000.00	
597 76 01 11 Transfer Out Parks & Art Fund	0.00	0.00	0.00	34,500.00	34,500.00	61,500.00	CFP #12
597 76 03 01 Transfer To REET 1	0.00	0.00	0.00	97,000.00	0.00	0.00	
553 70 40 00 Pollution Control And Remediation	0.00	0.00	0.00	19,149.96	19,000.00	20,074.00	3% inc
554 30 41 00 Animal Services	10,180.80	7,372.49	6,353.27	5,960.50	6,931.00	10,000.00	\$10K is place holder as the SCRAPS contract expires @ the end of '19 & waiting for new agreement w/ annual pricing for the City of LL
558 70 41 02 Spokane River Distr Redevelopment Area	368,024.28	252,329.38	0.00	0.00	0.00	0.00	
562 00 41 01 Public Health Services- Professional Services	0.00	0.00	8,000.00	0.00	10,000.00	10,000.00	NC
566 10 40 00 Alcoholism Treatment	0.00	0.00	0.00	2,098.74	3,000.00	3,000.00	
589 30 40 00 State Remittance-District Court	0.00	0.00	0.00	60,196.60	55,000.00	60,000.00	
589 30 40 01 State Bld Code Surcharge Remit	0.00	0.00	0.00	2,998.00	0.00	2,000.00	
040 Services	378,205.08	259,701.87	14,353.27	90,403.80	93,931.00	105,074.00	
553 70 51 00 Pollution Control And Remediation	14,929.00	16,991.00	18,423.92	0.00	0.00	0.00	
566 10 51 00 Alcoholism Treatment	2,962.07	2,473.56	1,961.97	0.00	0.00	0.00	
589 30 00 00 State Remittance-District Court	40,668.61	47,455.12	77,804.07	0.00	0.00	0.00	
589 30 00 01 State Bld Code Surcharge Remit	2,078.75	1,594.50	2,280.00	0.00	0.00	0.00	
589 30 00 04 State/Local Use Tax Remittal	795.59	442.07	1,279.69	0.00	0.00	0.00	
589 30 00 05 Inland Empire Pass Fees Remit	2,066.00	2,620.50	2,795.50	2,536.50	2,000.00	3,000.00	
597 16 05 02 Transfer Out To Medical Reimbursement (Bridge) Fund	0.00	0.00	175,000.00	30,000.00	30,000.00	30,000.00	Same for '20
597 19 00 00 Debt Svc Transf G.C. Mo.	168,097.44	110,381.96	0.00	0.00	0.00	0.00	
597 19 00 02 Debt Svc Trans - Land LTGO Bond	161,519.80	161,511.80	161,519.80	80,759.90	161,521.00	80,761.00	Bond Expires 6/30/20
597 19 00 03 Transfer Out To Community Messaging Fund	100,000.00	0.00	40,000.00	0.00	0.00	0.00	
597 19 00 04 Transfer Out To Underground Utility Fund	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	25,000.00	Same as '19
597 19 00 05 Transfer Out To Building Contingency Fund	86,000.00	45,031.00	0.00	0.00	0.00	0.00	
597 19 03 31 Transfer Out To Municipal Facilities Fund Master Plan	0.00	350,000.00	0.00	0.00	0.00	0.00	
597 21 00 00 Transfer Out Police Capital Fund	0.00	50,000.00	0.00	0.00	0.00	0.00	
597 42 00 00 OP Trans To Streets	0.00	330,000.00	425,000.00	0.00	0.00	0.00	
597 42 03 12 Transfer Out To Street Capital Fund	0.00	315,000.00	200,000.00	0.00	0.00	0.00	
597 72 00 01 OP Trans To LLML Capital	30,000.00	15,000.00	15,531.00	0.00	16,298.00	17,458.00	
597 76 03 14 Transfer Out Orchard Park	0.00	0.00	260,860.00	466,000.00	448,948.00	450,000.00	Orchard Park Pavilion
050 Intergovernmental Services and Other	634,117.26	1,473,501.51	1,407,455.95	604,296.40	683,767.00	606,219.00	

5 YEAR BUDGET COMPARISON

CITY OF LIBERTY LAKE
 MCAG #: 2757

Time: 16:44:28 Date: 10/10/2019
 Page: 2

001 General Fund

Account	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2019 Appropriated	2020 Proposed	Comment
519 General Government Services	1,024,069.99	1,750,854.55	1,465,264.40	838,200.01	837,198.00	797,793.00	
TOTAL EXPENDITURES:	1,024,069.99	1,750,854.55	1,465,264.40	838,200.01	837,198.00	797,793.00	
FUND GAIN/LOSS:	-1,024,069.99	-1,750,854.55	-1,465,264.40	-838,200.01	-837,198.00	-797,793.00	

**Police Department
General Fund 001**

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Salaries & Wages	\$ 1,072,327	\$ 1,073,845	\$ 1,192,894	\$ 1,296,231	9%
Benefits	442,997	380,278	453,656	466,471	3%
Supplies	50,978	48,607	69,500	72,500	4%
Services & Charges	134,604	143,878	170,250	172,250	1%
Court Services	81,932	156,095	150,000	150,000	0%
Sheriff (EMS Agreement)	124,638	186,934	150,000	180,000	20%
Spokane County - Jail	47,311	49,760	80,000	100,000	25%
Capital Outlay	94,237	82,586	122,000	182,500	50%

Police Department

Total	\$ 2,049,023	\$ 2,121,982	\$ 2,388,300	\$ 2,619,952	10%
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Police services includes Chief of Police, City Patrol Officers, Police Clerk, 3 Reserve Officers, SCOPE, Court Services, Jail Services, and other County law enforcement services.

Notes

Salaries & Wages

Hiring of a new police officer and part time office assistant plus Benefits.

Capital Outlay

Includes replacing two cars. Replacing computer equipment.

Position Summary	2017	2018	2019	2020	% Change
<i>Full Time</i>					
Chief of Police	1	1	1	1	
Police Records Clerk	1	1	1	1	
Police Officer	8	8	9	10	
Police Sergeant	2	2	2	2	
Police Detective	1	1	1	1	
Total FTE Positions	13	13	14	15	7%

Part Time

PT Office Assistant	0	0	0	0.75	
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CITY OF LIBERTY LAKE
DEPARTMENT: POLICE
FUND: General Fund
2020 LINE ITEM DETAIL

Account	Title	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	Notes
521 10 10 00	Salaries & Wages-Police Records Clerk	75,521.71	56,481.78	46,904.00	81,499.00	Inc PT Admin
521 10 10 01	Overtime-Police Records Clerk	29,560.01	12,071.19	5,000.00	5,000.00	
521 22 10 11	Salaries & Wages-LLPD	927,366.52	948,190.12	1,078,930.00	1,143,601.00	Inc New FTE starting 7/1/20
521 22 10 12	Police Overtime	34,196.79	55,933.11	62,060.00	66,131.00	
521 22 10 15	Grant Target Zero Teams (DUI)	5,681.47	1,169.21	-	-	
521 10 20 01	Medicare-Police Records Clerk	2,405.65	1,335.96	753.00	3,245.00	Inc PT Admin
521 10 21 05	Retirement-Police Records Clerk	11,379.82	7,969.02	6,660.00	11,123.00	Inc PT Admin
521 10 22 04	Medical/Life/LTD-Police Records Clerk	16,973.59	12,608.75	12,926.00	12,938.00	
521 10 23 02	Labor & Industries-Police Records Clerk	356.33	251.22	228.00	406.00	Inc PT Admin
521 10 24 00	Paid Family And Medical Leave-Police Records Clerk	-	-	-	127.00	
521 10 28 00	HRA VEBA-Police Records Clerk	800.00	3,000.00	3,000.00	3,000.00	
521 22 20 01	Law Enforcement-Medicare	13,809.22	14,905.39	16,688.00	17,734.00	Inc New FTE
521 22 21 05	Law Enforcement-Retirement	97,852.43	101,232.57	117,232.00	123,146.00	Inc New FTE
521 22 22 04	Law Enforcement-Medical/Life/LTD	250,682.41	172,585.31	213,911.00	206,919.00	Inc New FTE
521 22 23 02	Law Enforcement-Labor & Industries	18,112.07	18,257.82	23,258.00	27,333.00	Inc New FTE
521 22 24 00	Paid Family And Medical Leave-Law Enforcement	-	-	-	-	
521 22 26 11	Uniforms-Duty & Reserv	20,758.73	12,131.70	20,000.00	20,000.00	Per collective bargaining agreement ea. FT officer is provided an annual uniform allowance. In addition, there is a requirement that the city replace/repair items that are damaged or ruined in the course of the officer's duties. When adding a new officer, CBA requires the city purchase initial uniforms & equip.
521 22 28 09	HRA VEBA-Law Enforcement	9,866.66	36,000.00	39,000.00	40,500.00	Per the collective bargaining agreement ea. officer currently will receive \$3,000 annually into the VEBA acct. This accounts for the 14 officers.
521 10 31 00	Law Enforcement Supplies	9,161.80	7,727.80	12,000.00	12,000.00	
521 10 32 00	Law Enforcement Fuel Consumed	34,230.90	36,845.15	45,000.00	45,000.00	
521 10 35 00	Law Enforcement Small Tools & Minor Equipment	7,537.21	4,034.06	12,000.00	15,000.00	Incr based on adding add'l rifle plates & carriers for the officers to have as extra protection in critical incidents. Replacement items such as stop sticks, tasers, firearms to inc less lethal options
521 50 31 00	Law Enforcement Building Supplies	48.13	-	500.00	500.00	This line item is used by bldg & maint dept.
512 50 40 00	Court Services	81,931.98	156,094.74	150,000.00	150,000.00	
519 70 40 00	Sheriff (EMS Agreement)	124,637.76	186,933.51	150,000.00	180,000.00	Dispatch svcs based on total calls for svc per yr which has been increasing. EMS budget is based on per capita, therefore w/ new OFM pop. of 11,000 will increase.
519 70 40 01	Spokane County - Jail	47,310.51	49,759.91	80,000.00	100,000.00	Incr based on '19 figure & likely increase in jail booking fees. Sentencing is determined by judges & therefore hard to control this budget line item
521 10 41 00	Law Enforcement-Professional Services	16,782.97	26,897.74	15,000.00	15,000.00	Labor relations atty, prof printing, ID cards, evidence tows & impounds, IT svcs
521 10 42 00	Law Enforcement-Telephone,Internet,Postage	42,222.70	31,858.13	45,000.00	37,000.00	Based on '19 actuals
521 10 43 00	Law Enforcement Travel-Lodging,Meals,Mileage	2,144.12	2,624.90	10,000.00	10,000.00	
521 10 46 00	Law Enforcement - Insurance	25,589.98	29,648.32	30,250.00	30,250.00	Waiting for new ins rates frm CIAW
521 10 48 00	Vehicle Maintenance	22,993.78	27,180.20	30,000.00	40,000.00	Adding add'l vehicles that req winter tire swap & preventative maintenance
521 10 48 01	Law Enforcement-Outside Labor & Materials	76.06	-	-	-	

521 10 49 00	Law Enforcement-Dues,Subscriptions,Mbrships	3,340.06	5,506.86	12,000.00	12,000.00	Costs other than travel associated w/ trng, tuition, dues, registration to meet the mandatory state annual trng requirements for ea. officer to inc volunteer reserve officers. Annual memberships for prof organizations
521 50 41 00	Law Enforcement Building-Professional Services	114.60	3,126.55	3,000.00	3,000.00	
521 50 47 00	Law Enforcement - Utility Services	19,178.83	16,926.31	25,000.00	25,000.00	
521 50 48 00	Law Enforcement - Building Maintenance	2,161.27	108.73	-	-	
594 21 64 02	Law Enforcement-Furniture,Computers&Equip	91,681.64	79,975.97	120,000.00	180,000.00	Replacing 2 vehicles per vehicle rotation plan. Replace 3 desktop computers. MDC software upgrade. AXON Body Camera annual contract. Purchase portable radar speed sign
594 21 64 03	Grant WASPC Radar/Antenna	2,555.00	2,610.12	2,000.00	2,500.00	Anticipate receiving an equip grant through WASPC in '20
Total		2,049,022.71	2,121,982.15	2,388,300.00	2,619,952.00	

5 YEAR BUDGET COMPARISON

CITY OF LIBERTY LAKE
MCAG #: 2757

Time: 16:45:27 Date: 10/10/2019
Page: 1

001 General Fund

Account	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2019 Appropriated	2020 Proposed	Comment
521 10 10 00 Salaries & Wages-Police Records Clerk	42,867.30	75,521.71	56,481.78	34,681.91	46,904.00	81,499.00	Inc PT Admin
521 10 10 01 Overtime-Police Records Clerk	2,427.14	29,560.01	12,071.19	1,556.18	5,000.00	5,000.00	
521 22 10 11 Salaries & Wages-LLPD	843,269.84	927,366.52	948,190.12	711,297.61	1,078,930.00	1,143,601.00	Inc New FTE starting 7/1/20
521 22 10 12 Police Overtime	30,385.25	34,196.79	55,933.11	28,626.29	62,060.00	66,131.00	
521 22 10 15 Grant Target Zero Teams (DUI)	2,592.25	5,681.47	1,169.21	1,157.13	0.00	0.00	
010 Salaries and Wages	921,541.78	1,072,326.50	1,073,845.41	777,319.12	1,192,894.00	1,296,231.00	
521 10 20 01 Medicare-Police Records Clerk	613.96	2,405.65	1,335.96	498.01	753.00	3,245.00	Inc PT Admin
521 10 21 05 Retirement-Police Records Clerk	5,736.92	11,379.82	7,969.02	4,653.25	6,660.00	11,123.00	Inc PT Admin
521 10 22 04 Medical/Life/LTD-Police Records Clerk	16,762.65	16,973.59	12,608.75	9,694.44	12,926.00	12,938.00	
521 10 23 02 Labor & Industries-Police Records Clerk	220.63	356.33	251.22	140.36	228.00	406.00	Inc PT Admin
521 10 24 00 Paid Family And Medical Leave-Police Records Clerk	0.00	0.00	0.00	50.97	0.00	127.00	
521 10 24 01 Paid Family And Medical Leave-Police Records Clerk	0.00	0.00	0.00	2.29	0.00	0.00	
521 10 28 00 HRA VEBA-Police Records Clerk	800.00	800.00	3,000.00	3,000.00	3,000.00	3,000.00	
521 22 20 01 Law Enforcement-Medicare	12,501.45	13,809.22	14,905.39	10,642.99	16,688.00	17,734.00	Inc New FTE
521 22 21 05 Law Enforcement-Retirement	87,977.59	97,852.43	101,232.57	74,731.97	117,232.00	123,146.00	Inc New FTE
521 22 22 04 Law Enforcement-Medical/Life/LTD	229,793.22	250,682.41	172,585.31	118,417.02	213,911.00	206,919.00	Inc New FTE
521 22 23 02 Law Enforcement-Labor & Industries	19,114.09	18,112.07	18,257.82	14,265.72	23,258.00	27,333.00	Inc New FTE
521 22 26 11 Uniforms-Duty & Reserv	18,999.14	20,758.73	12,131.70	21,868.32	20,000.00	20,000.00	Per collective bargaining agreement ea. FT officer is provided an annual uniform allowance. In addition, there is a requirement that the city replace/repair items that are damaged or ruined in the course of the officer's duties. When adding a new officer, CBA requires the city purchase initial uniforms & equip.
521 22 28 09 HRA VEBA-Law Enforcement	8,800.00	9,866.66	36,000.00	39,500.00	39,000.00	40,500.00	Per the collective bargaining agreement ea. officer currently will receive \$3,000 annually into the VEBA acct. This accounts for the 14 officers.
020 Personnel Benefits	401,319.65	442,996.91	380,277.74	297,465.34	453,656.00	466,471.00	
521 10 31 00 Law Enforcement Supplies	10,486.43	9,161.80	7,727.80	5,434.77	12,000.00	12,000.00	No proposed changes, office & operating supplies are purchased frm this line item to inc paper, toner, printer supplies, evidence pkg materials
521 10 32 00 Law Enforcement Fuel Consumed	28,626.81	34,230.90	36,845.15	22,287.68	45,000.00	45,000.00	No change proposed for this line item. Pays for fuel for LLPD fleet to inc reserve officers, chaplain & SCOPE volunteers

5 YEAR BUDGET COMPARISON

CITY OF LIBERTY LAKE
MCAG #: 2757

Time: 16:45:27 Date: 10/10/2019
Page: 2

001 General Fund

Account	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2019 Appropriated	2020 Proposed	Comment
521 10 35 00 Law Enforcement Small Tools & Minor Equipment	9,549.66	7,537.21	4,034.06	12,707.27	12,000.00	15,000.00	Incr based on adding add'l rifle plates & carriers for the officers to have as extra protection in critical incidents. Replacement items such as stop sticks, tasers, firearms to inc less lethal options
521 50 31 00 Law Enforcement Building Supplies	1,722.16	48.13	0.00	0.00	500.00	500.00	This line item is used by bldg & maint dept.
030 Supplies	50,385.06	50,978.04	48,607.01	40,429.72	69,500.00	72,500.00	
512 50 40 00 Court Services	0.00	0.00	0.00	114,293.98	150,000.00	150,000.00	
519 70 40 00 Sheriff (EMS Agreement)	0.00	0.00	0.00	237,118.92	150,000.00	180,000.00	Dispatch svcs based on total calls for svc per yr which has been increasing. EMS budget is based on per capita, therefore w/ new OFM pop. of 11,000 will increase.
519 70 40 01 Spokane County - Jail	0.00	0.00	0.00	96,844.87	80,000.00	100,000.00	Difficult area to budget. Incr based on '19 figure & likely increase in jail booking fees. Sentencing is determined by judges & therefore hard to control this budget line item
521 10 41 00 Law Enforcement-Professional Services	21,130.29	16,782.97	26,897.74	12,733.62	15,000.00	15,000.00	Labor relations atty, prof printing, ID cards, evidence tows & impounds, IT svcs
521 10 42 00 Law Enforcement-Telephone,Internet,Postage	40,338.33	42,222.70	31,858.13	20,366.02	45,000.00	37,000.00	Based on '19 actuals
521 10 43 00 Law Enforcement Travel-Lodging,Meals,Mileage	5,338.92	2,144.12	2,624.90	949.66	10,000.00	10,000.00	
521 10 46 00 Law Enforcement - Insurance	21,634.71	25,589.98	29,648.32	25,266.81	30,250.00	30,250.00	Waiting for new ins rates frm CIAW
521 10 48 00 Vehicle Maintenance	20,022.93	22,993.78	27,180.20	21,349.54	30,000.00	40,000.00	Adding add'l vehicles that req winter tire swap & preventative maintenance
521 10 48 01 Law Enforcement-Outside Labor & Materials	195.66	76.06	0.00	0.00	0.00	0.00	
521 10 49 00 Law Enforcement-Dues,Subscriptions,Mbrships	6,043.86	3,340.06	5,506.86	4,618.00	12,000.00	12,000.00	Costs other than travel associated w/ trng, tuition, dues, registration to meet the mandatory state annual trng requirements for ea. officer to inc volunteer reserve officers. Annual memberships for prof organizations
521 50 41 00 Law Enforcement Building-Professional Services	2,894.65	114.60	3,126.55	0.00	3,000.00	3,000.00	Used for prof svcs for bldg maint such as garage door/gate svcs as an example
521 50 47 00 Law Enforcement - Utility Services	17,505.55	19,178.83	16,926.31	12,070.66	25,000.00	25,000.00	No change, amount based on prior yr utility charges for the bldg

5 YEAR BUDGET COMPARISON

CITY OF LIBERTY LAKE
MCAG #: 2757

Time: 16:45:27 Date: 10/10/2019
Page: 3

001 General Fund

Account	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2019 Appropriated	2020 Proposed	Comment
521 50 48 00 Law Enforcement - Building Maintenance	2,496.22	2,161.27	108.73	2,166.60	0.00	0.00	
040 Services	137,601.12	134,604.37	143,877.74	547,778.68	550,250.00	602,250.00	
512 50 51 00 Court Services	107,548.87	81,931.98	156,094.74	0.00	0.00	0.00	
519 70 51 00 Sheriff (EMS Agreement)	99,362.32	124,637.76	186,933.51	0.00	0.00	0.00	
519 70 51 01 Spokane County - Jail	47,957.01	47,310.51	49,759.91	0.00	0.00	0.00	
050 Intergovernmental Services and Other	254,868.20	253,880.25	392,788.16	0.00			
594 21 64 02 Law Enforcement-Furniture,Computers&Equip	140,396.49	91,681.64	79,975.97	59,408.24	120,000.00	180,000.00	Replacing 2 vehicles per vehicle rotation plan. Replace 3 desktop computers. MDC software upgrade. AXON Body Camera annual contract. Purchase portable radar speed sign
594 21 64 03 Grant WASPC Radar/Antenna	4,159.89	2,555.00	2,610.12	2,555.00	2,000.00	2,500.00	Anticipate receiving an equip grant through WASPC in '20
060 Capital Outlays	144,556.38	94,236.64	82,586.09	61,963.24	122,000.00	182,500.00	
090 Interfund Payments for Services	0.00	0.00	0.00	0.00			
521 Law Enforcement	1,910,272.19	2,049,022.71	2,121,982.15	1,724,956.10	2,388,300.00	2,619,952.00	
TOTAL EXPENDITURES:	1,910,272.19	2,049,022.71	2,121,982.15	1,724,956.10	2,388,300.00	2,619,952.00	
FUND GAIN/LOSS:	-1,910,272.19	-2,049,022.71	-2,121,982.15	-1,724,956.10	-2,388,300.00	-2,619,952.00	

Planning, Engineering, and Building Services
General Fund 001

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Salaries & Wages	\$ 270,896	\$ 318,311	\$ 401,906	\$ 450,969	12%
Benefits	127,312	117,907	152,630	162,355	6%
Supplies	7,285	5,305	13,350	5,650	-58%
Services & Charges	26,130	76,673	56,700	77,000	36%
Capital Outlay	408	33,502	3,300	3,000	-9%
Planning & Building Services Total	\$ 432,031	\$ 551,698	\$ 627,886	\$ 698,974	11%

Notes

Salaries & Wages Includes funds for Part Time Building/Construction Inspector.

Services & Charges Charges for credit card fees are assessed directly to PEBS in 2020.

Position Summary	2017	2018	2019	2020	Change
<i>Full Time</i>					
Building Inspectors	2	2	2	2	
Director of Planning & Engineering	1	1	1	1	
City Engineer	1	1	1	1	
Planning and Engineering Associate	0	0	1	1	
Permit Technician	1	1	0	1	
Office Assistant	0	1	1	0	
Engineer Technician	0	0	0	0	
Total FTE Positions	5	6	6	6	0%
<i>Part Time</i>					
Building Inspector	0	0	0	0.5	
Code Enforcement	0.2	0.2	0	0	
Total PT Positions	0	0	0	0.5	

CITY OF LIBERTY LAKE
DEPARTMENT: PLANNING, ENGINEERING AND BUILDING SERVICES
FUND: General Fund
2020 LINE ITEM DETAIL

Account	Title	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	Notes
524 60 10 00	Protective Inspections - Salaries & Wages	6,175.00	5,275.00	11,250.00	-	Code Enforcement covered by Planning Assoc
558 50 10 00	Salaries & Wages-Building Permits/Plan Reviews	191,310.33	188,296.62	210,018.00	280,214.40	Includes \$50K for Temp Building Inspector and/or Construction Inspector
558 50 10 01	Overtime-Building Permits/Plan Reviews	974.27	1,060.31	1,200.00	1,200.00	
558 60 10 00	Salaries & Wages-Planning	72,182.04	122,490.59	179,438.00	169,555.00	
558 60 10 01	Overtime-Planning	254.33	1,188.00	-	-	
524 60 20 01	Protective Inspections - Social Security & Medicare	472.39	403.55	861.00	-	
524 60 22 04	Protective Inspections - Medical/Life/LTD	-	4.47	18.00	-	
524 60 23 02	Protective Inspections - Labor & Industries	164.26	96.84	283.00	-	
558 50 20 01	Medicare-Building Permits/Plan Reviews	4,705.58	2,702.43	3,063.00	3,355.00	
558 50 21 05	Retirement-Building Permits/Plan Reviews	20,435.24	24,182.95	27,100.00	29,760.00	
558 50 22 04	Medical/Life/LTD-Building Permits/Plan Reviews	60,338.69	44,412.83	48,299.00	54,395.00	
558 50 23 02	Labor & Industries-Building Permits/Plan Reviews	4,500.74	3,627.70	4,149.00	4,046.00	
558 50 24 00	Paid Family And Medical Leave-Building Permits/Plan Re	-	-	-	336.00	
558 50 28 00	HRA VEBA-Building Permits/Plan Reviews	2,466.67	9,750.00	10,500.00	12,000.00	
558 60 20 01	Medicare-Planning	1,185.86	3,975.77	2,602.00	2,458.00	
558 60 21 05	Retirement-Planning	8,872.27	10,312.84	23,022.00	21,804.00	
558 60 22 04	Medical/Life/LTD-Planning	22,228.87	12,937.54	25,617.00	25,374.00	
558 60 23 02	Labor & Industries-Planning	1,141.69	1,125.53	2,616.00	2,548.00	
558 60 24 00	Paid Family And Medical Leave-Planning	-	-	-	279.00	
558 60 28 00	HRA VEBA-Planning	800.00	4,375.00	4,500.00	6,000.00	
524 60 32 00	Fuel Consumed	415.29	10.00	-	-	
558 50 31 00	CP&ED Supplies	5,332.46	3,739.52	9,000.00	3,000.00	19 included purchase of new Bldg Code Books
558 50 32 00	CP&ED Fuel Consumed	1,425.25	1,555.82	4,100.00	2,400.00	Based on actual usage with 20% buffer for increases in fuel prices
558 50 35 00	CP&ED Small Tools & Minor Equipment	111.89	-	250.00	250.00	Safety Equip/PPE
524 60 41 00	Protective Inspections - Professional Services	-	184.46	-	-	
524 60 42 00	Protective Inspections - Telephone,Internet,Postage	180.00	180.00	-	-	
558 50 41 00	CP&ED-Professional Services	18,210.63	68,890.00	41,500.00	60,000.00	500% Incr in credit card fees for online permitting(representing \$25K in new expenses) to be addressed through permit fee adjustments .Prior CC fees were expensed to Admin. Svcs.
558 50 42 00	CP&ED-Telephone,Internet,Postage	393.99	343.73	-	1,800.00	Cell phones/ monthly svc fees for Inspectors, Engineering Tech
558 50 43 00	CP&ED Travel-Lodging,Meals,Mileage	1,946.19	1,765.55	4,800.00	5,000.00	Trainings & travel necessary to maintain licensing & certifications
558 50 48 00	CP&ED-Outside Labor & Materials	83.24	-	-	-	
558 50 49 00	CP&ED-Dues,Subscriptions,Mbrships	3,199.00	3,283.02	6,500.00	6,000.00	Includes PEBS software licenses, Utility Locate membership, Prof Licensing dues, etc.
558 60 41 00	Unemployment Claims-Planning	-	38.00	500.00	-	
558 60 42 00	Communications-Planning	2,116.56	1,987.83	3,400.00	4,200.00	City Engineer Cell Phone & Svc fee; Dir phone stipend
594 58 64 00	CP&ED-Furniture,Computers&Equip	407.86	33,502.48	3,300.00	3,000.00	2 replacement computer; 1 large screen monitor; 1 new work station/desk
Total		432,030.59	551,698.38	627,886.00	698,974.40	

5 YEAR BUDGET COMPARISON

CITY OF LIBERTY LAKE
MCAG #: 2757

Time: 16:47:07 Date: 10/10/2019
Page: 1

001 General Fund

Account	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2019 Appropriated	2020 Proposed	Comment
524 60 10 00 Protective Inspections - Salaries & Wages	6,062.50	6,175.00	5,275.00	962.50	11,250.00	0.00	Code Enforcement covered by Planning Assoc
558 50 10 00 Salaries & Wages-Building Permits/Plan Reviews	172,973.96	191,310.33	188,296.62	166,141.63	210,018.00	280,214.00	Includes \$50K for Temp Building Inspector
558 50 10 01 Overtime-Building Permits/Plan Reviews	3,043.22	974.27	1,060.31	1,158.52	1,200.00	1,200.00	
558 60 10 00 Salaries & Wages-Planning	68,231.08	72,182.04	122,490.59	143,239.56	179,438.00	169,555.00	
558 60 10 01 Overtime-Planning	0.00	254.33	1,188.00	0.00	0.00	0.00	
010 Salaries and Wages	250,310.76	270,895.97	318,310.52	311,502.21	401,906.00	450,969.00	
524 60 20 01 Protective Inspections - Social Security & Medicare	463.80	472.39	403.55	73.64	861.00	0.00	No budget
524 60 22 04 Protective Inspections - Medical/Life/LTD	0.00	0.00	4.47	0.00	18.00	0.00	No budget
524 60 23 02 Protective Inspections - Labor & Industries	189.44	164.26	96.84	23.58	283.00	0.00	No budget
524 60 24 00 Protective Inspections - Paid Family And Medical Leave	0.00	0.00	0.00	1.42	0.00	0.00	
558 50 20 01 Medicare-Building Permits/Plan Reviews	3,440.46	4,705.58	2,702.43	2,808.53	3,063.00	3,355.00	
558 50 21 05 Retirement-Building Permits/Plan Reviews	20,273.68	20,435.24	24,182.95	20,619.99	27,100.00	29,760.00	
558 50 22 04 Medical/Life/LTD-Building Permits/Plan Reviews	58,914.19	60,338.69	44,412.83	36,247.92	48,299.00	54,395.00	
558 50 23 02 Labor & Industries-Building Permits/Plan Reviews	4,312.87	4,500.74	3,627.70	2,131.82	4,149.00	4,046.00	
558 50 24 00 Paid Family And Medical Leave-Building Permits/Plan Reviews	0.00	0.00	0.00	244.25	0.00	336.00	
558 50 24 01 Paid Family And Medical Leave-Building Permits/Plan Reviews	0.00	0.00	0.00	1.71	0.00	0.00	
558 50 28 00 HRA VEBA-Building Permits/Plan Reviews	2,733.33	2,466.67	9,750.00	10,500.00	10,500.00	12,000.00	
558 60 20 01 Medicare-Planning	1,034.59	1,185.86	3,975.77	2,305.53	2,602.00	2,458.00	
558 60 21 05 Retirement-Planning	8,524.20	8,872.27	10,312.84	17,857.26	23,022.00	21,804.00	
558 60 22 04 Medical/Life/LTD-Planning	21,483.11	22,228.87	12,937.54	22,737.48	25,617.00	25,374.00	
558 60 23 02 Labor & Industries-Planning	456.10	1,141.69	1,125.53	1,960.11	2,616.00	2,548.00	
558 60 24 00 Paid Family And Medical Leave-Planning	0.00	0.00	0.00	210.60	0.00	279.00	
558 60 28 00 HRA VEBA-Planning	800.00	800.00	4,375.00	6,000.00	4,500.00	6,000.00	
020 Personnel Benefits	122,625.77	127,312.26	117,907.45	123,723.84	152,630.00	162,355.00	

5 YEAR BUDGET COMPARISON

CITY OF LIBERTY LAKE
MCAG #: 2757

Time: 16:47:07 Date: 10/10/2019
Page: 2

001 General Fund

Account	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2019 Appropriated	2020 Proposed	Comment
524 60 32 00 Fuel Consumed	231.86	415.29	10.00	45.20	0.00	0.00	All projected fuel expenses reflected in 558 50 32 00
558 50 31 00 CP&ED Supplies	6,920.77	5,332.46	3,739.52	2,960.71	9,000.00	3,000.00	'19 included purchase of new Bldg Code Books
558 50 32 00 CP&ED Fuel Consumed	1,163.71	1,425.25	1,555.82	1,470.22	4,100.00	2,400.00	Based on actual usage with 20% buffer for increases in fuel prices
558 50 35 00 CP&ED Small Tools & Minor Equipment	28.48	111.89	0.00	0.00	250.00	250.00	Safety Equip/PPE
030 Supplies	8,344.82	7,284.89	5,305.34	4,476.13	13,350.00	5,650.00	
524 60 41 00 Protective Inspections - Professional Services	15.22	0.00	184.46	0.00	0.00	0.00	
524 60 42 00 Protective Inspections - Telephone,Internet,Postage	182.79	180.00	180.00	30.00	0.00	0.00	
558 50 41 00 CP&ED-Professional Services	18,770.75	18,210.63	68,890.00	44,235.78	41,500.00	60,000.00	500% Incr in credit card fees for online permitting(representing \$25K in new expenses) to be addressed through permit fee adjustments .Prior CC fees were expensed to Admin. Svcs.
558 50 42 00 CP&ED-Telephone,Internet,Postage	524.59	393.99	343.73	1,421.71	0.00	1,800.00	Cell phones/ monthly svc fees for Inspectors, Engineering Tech
558 50 43 00 CP&ED Travel-Lodging,Meals,Mileage	2,142.70	1,946.19	1,765.55	2,631.29	4,800.00	5,000.00	Trainings & travel necessary to maintain licensing & certifications
558 50 48 00 CP&ED-Outside Labor & Materials	390.24	83.24	0.00	0.00	0.00	0.00	
558 50 49 00 CP&ED-Dues,Subscriptions,Mbrships	2,275.00	3,199.00	3,283.02	5,494.63	6,500.00	6,000.00	Includes PEBS software licenses, Utility Locate membership, Prof Licensing dues, etc.
558 60 41 00 Unemployment Claims-Planning	0.00	0.00	38.00	0.00	500.00	0.00	No budget
558 60 42 00 Communications-Planning	872.02	2,116.56	1,987.83	2,509.86	3,400.00	4,200.00	City Engineer Cell Phone & Svc fee; Dir phone stipend
040 Services	25,173.31	26,129.61	76,672.59	56,323.27	56,700.00	77,000.00	
594 58 64 00 CP&ED-Furniture,Computers&Equip	44,783.82	407.86	33,502.48	0.00	3,300.00	3,000.00	2 replacement computer; 1 large screen monitor; 1 new work station/desk
060 Capital Outlays	44,783.82	407.86	33,502.48	0.00	3,300.00	3,000.00	
558 Planning & Community Development	451,238.48	432,030.59	551,698.38	496,025.45	627,886.00	698,974.00	
TOTAL EXPENDITURES:	451,238.48	432,030.59	551,698.38	496,025.45	627,886.00	698,974.00	

5 YEAR BUDGET COMPARISON

CITY OF LIBERTY LAKE
 MCAG #: 2757

Time: 16:47:07 Date: 10/10/2019
 Page: 3

001 General Fund

Account	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2019 Appropriated	2020 Proposed Comment
FUND GAIN/LOSS:	-451,238.48	-432,030.59	-551,698.38	-496,025.45	-627,886.00	-698,974.00

**Municipal Library
General Fund 001**

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Salaries & Wages	\$ 270,571	\$ 291,889	\$ 296,914	\$ 318,768	7%
Benefits	95,214	92,537	84,852	94,178	11%
Supplies	44,257	56,196	73,191	85,250	16%
Services & Charges	51,846	37,671	48,928	58,500	20%
Capital Outlay	5,967	3,491	18,000	44,791	149%
Municipal Library Total	\$ 467,855	\$ 481,784	\$ 521,885	\$ 601,487	15%

Notes

General Library budget is based on a % of property tax that is anticipated each year. For 2020, funding is proposed to increase by \$69,000. This amount is related to the amount of TIF property tax dollars the Library would receive in 2020.

Capital Outlay To be determined. Needs Assessment to be finalized in December 2019.

Position Summary	2017	2018	2019	2020	Change
<i>Full Time</i>					
Director of Library Services	1	1	1	1	
Librarian	1	1	1	1	
Library Associate	1	1	1	1	
Total FTE Positions	3	3	3	3	0
<i>Part Time</i>					
Librarian	0	0	0	1	
Library Clerk	1	1	1	1	
Library Technician I	2	2	2	3	
Library Associate	3	3	3	1	
Total PT Positions	6	6	6	6	0

CITY OF LIBERTY LAKE
DEPARTMENT: LIBRARY
FUND: General Fund
2020 Line item detail

Account	Title	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	Notes
572 10 10 09	Library-Salaries & Wages	270,571.11	291,650.60	296,614.00	318,768.00	Increase from salary comp study.
572 10 10 11	Library-Overtime	-	237.96	300.00	-	
572 10 20 01	Library-Social Security & Medicare	9,833.80	10,567.01	11,517.00	10,765.00	
572 10 21 05	Library-Retirement	32,443.93	34,705.46	31,221.00	39,319.00	
572 10 22 04	Library-Medical/Life/LTD	48,449.57	35,806.50	32,099.00	32,146.00	
572 10 23 02	Library-Labor & Industries	2,153.17	2,207.81	2,515.00	2,482.00	
572 10 24 09	Paid Family And Medical Leave-Libraries	-	-	-	466.00	
572 10 28 06	HRA VEBA-Libraries	2,333.33	9,250.00	7,500.00	9,000.00	
572 10 31 00	Library Supplies	9,976.87	15,590.60	15,000.00	15,000.00	
572 10 31 05	Children & Adult Prgrm Supplies	5,754.49	7,476.99	8,000.00	15,000.00	This includes anticipated Friends of the Library donation
572 10 32 00	Library Fuel Consumed	-	146.28	-	250.00	
572 20 34 06	Library Books & Other Materials	28,382.34	32,982.59	50,191.00	55,000.00	
572 50 31 00	Library Building Supplies	143.22	-	-	-	
572 10 41 00	Library-Professional Services	16,405.74	9,115.92	11,000.00	15,000.00	
572 10 41 01	Software Maint/data Ba	11,420.90	10,175.24	10,000.00	15,000.00	
572 10 41 02	Computer Support Servi	2,289.55	138.00	2,500.00	-	
572 10 42 00	Library-Telephone,Internet,Postage	7,433.54	6,657.87	8,500.00	8,500.00	
572 10 43 00	Library Travel-Lodging,Meals,Mileage	105.61	2,701.26	3,128.00	4,000.00	
572 10 49 00	Library-Dues,Subscriptions,Mbrships	4,020.01	478.50	3,800.00	5,000.00	
572 40 49 00	Library-Trainings	678.94	1,692.00	2,000.00	3,000.00	
572 50 41 00	Library Building-Professional Services	845.00	-	-	-	
572 50 47 00	Library Building Utilities-Elec/Gas,Wtr/Swr,Trsh	8,616.55	6,712.41	8,000.00	8,000.00	
589 30 01 01	Inter-Library Loan	30.00	-	-	-	
594 72 64 00	Library-Furniture,Computers&Equip	5,967.18	3,491.04	18,000.00	44,791.00	Monies available for results of space needs assessment completion in December 2019
Total		467,854.85	481,784.04	521,885.00	601,487.00	

5 YEAR BUDGET COMPARISON

CITY OF LIBERTY LAKE
MCAG #: 2757

Time: 16:48:05 Date: 10/10/2019
Page: 1

001 General Fund

Account	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2019 Appropriated	2020 Proposed	Comment
572 10 10 09 Library-Salaries & Wages	250,241.03	270,571.11	291,650.60	215,021.58	296,614.00	318,768.00	
572 10 10 11 Library-Overtime	0.00	0.00	237.96	0.00	300.00	0.00	No budget
010 Salaries and Wages	250,241.03	270,571.11	291,888.56	215,021.58	296,914.00	318,768.00	
572 10 20 01 Library-Social Security & Medicare	10,946.61	9,833.80	10,567.01	5,749.87	11,517.00	10,765.00	
572 10 21 05 Library-Retirement	28,713.78	32,443.93	34,705.46	26,659.43	31,221.00	39,319.00	
572 10 22 04 Library-Medical/Life/LTD	38,783.78	48,449.57	35,806.50	24,067.93	32,099.00	32,145.00	
572 10 23 02 Library-Labor & Industries	2,357.36	2,153.17	2,207.81	1,568.44	2,515.00	2,482.00	
572 10 24 09 Paid Family And Medical Leave-Libraries	0.00	0.00	0.00	315.51	0.00	466.00	
572 10 28 06 HRA VEBA-Libraries	2,400.00	2,333.33	9,250.00	7,500.00	7,500.00	9,000.00	
020 Personnel Benefits	83,201.53	95,213.80	92,536.78	65,861.18	84,852.00	94,177.00	
572 10 31 00 Library Supplies	8,144.73	9,976.87	15,590.60	12,062.57	15,000.00	15,000.00	Based on 9-21 draft
572 10 31 05 Children & Adult Prgrm Supplies	4,384.86	5,754.49	7,476.99	7,700.28	8,000.00	15,000.00	This includes anticipated Friends of the Library donation
572 10 32 00 Library Fuel Consumed	79.19	0.00	146.28	45.55	0.00	250.00	
572 20 34 06 Library Books & Other Materials	31,017.53	28,382.34	32,982.59	28,717.78	50,191.00	55,000.00	
572 50 31 00 Library Building Supplies	1,266.21	143.22	0.00	0.00	0.00	0.00	
030 Supplies	44,892.52	44,256.92	56,196.46	48,526.18	73,191.00	85,250.00	
572 10 41 00 Library-Professional Services	13,029.12	16,405.74	9,115.92	12,369.46	11,000.00	15,000.00	Based on 9-21 Draft
572 10 41 01 Software Maint/data Ba	11,186.16	11,420.90	10,175.24	2,492.83	10,000.00	15,000.00	Per 9-21 Draft
572 10 41 02 Computer Support Servi	2,849.00	2,289.55	138.00	2,466.46	2,500.00	0.00	Combined with 572.10.41.01.
572 10 42 00 Library-Telephone,Internet,Postage	6,420.30	7,433.54	6,657.87	5,182.02	8,500.00	8,500.00	
572 10 43 00 Library Travel-Lodging,Meals,Mileage	1,797.31	105.61	2,701.26	143.83	3,128.00	4,000.00	
572 10 49 00 Library-Dues,Subscriptions,Mbrships	3,827.38	4,020.01	478.50	3,400.37	3,800.00	5,000.00	
572 40 49 00 Library-Trainings	1,070.14	678.94	1,692.00	464.94	2,000.00	3,000.00	
572 50 41 00 Library Building-Professional Services	358.05	845.00	0.00	0.00	0.00	0.00	
572 50 47 00 Library Building Utilities-Elec/Gas,Wtr/Swr,Trsh	7,908.69	8,616.55	6,712.41	5,423.05	8,000.00	8,000.00	
572 50 48 00 Libraries - Outside Labor/Materials	2,304.47	0.00	0.00	0.00	0.00	0.00	
040 Services	50,750.62	51,815.84	37,671.20	31,942.96	48,928.00	58,500.00	
589 30 01 01 Inter-Library Loan	0.00	30.00	0.00	0.00	0.00	0.00	
050 Intergovernmental Services and Other	0.00	30.00	0.00	0.00			
594 72 64 00 Library-Furniture,Computers&Equip	2,856.27	5,967.18	3,491.04	5,736.86	18,000.00	44,792.00	

5 YEAR BUDGET COMPARISON

CITY OF LIBERTY LAKE
 MCAG #: 2757

Time: 16:48:05 Date: 10/10/2019
 Page: 2

001 General Fund

Account	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2019 Appropriated	2020 Proposed	Comment
060 Capital Outlays	2,856.27	5,967.18	3,491.04	5,736.86	18,000.00	44,792.00	
090 Interfund Payments for Services	0.00	0.00	0.00	0.00			
572 Libraries	431,941.97	467,854.85	481,784.04	367,088.76	521,885.00	601,487.00	
TOTAL EXPENDITURES:	431,941.97	467,854.85	481,784.04	367,088.76	521,885.00	601,487.00	
FUND GAIN/LOSS:	-431,941.97	-467,854.85	-481,784.04	-367,088.76	-521,885.00	-601,487.00	

**Operations & Maintenance
General Fund 001**

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Salaries & Wages	\$ 632,898	\$ 677,655	\$ 941,956	\$ 1,094,439	16%
Benefits	223,848	217,690	342,512	386,618	13%
Supplies	86,142	97,433	115,600	114,350	-1%
Services & Charges	136,767	165,739	235,935	254,600	8%
Capital Outlay	90,404	1,287,149	358,000	248,688	-31%
Parks Total	\$ 1,170,060	\$ 2,445,666	\$ 1,994,003	\$ 2,098,695	5%

Notes

Salaries & Wages New Full Time Maintenance Worker for 2020 plus salary adjustments

Capital Outlay \$140K for Facility Improvements. \$5K for Asset Mgt Software. \$41K for Orchard Park Sound Equipment. \$42K for Equipment.

Position Summary	2017	2018	2019	2020	Change
<u>Full Time</u>					
Operations & Maintenance Director	1	1	1	1	
Streets Section Lead/ Parks Section Lead	2	3	3	3	
Office Assistant	1	1	1	1	
Park/Streets/Facilities Maintenance	6	6	9	10	
Equipment Maint Tech	1	1	1	1	
Total FTE Positions	11	12	15	16	7%
<u>Part Time</u>					
Park/ Golf Maintenance Seasonal	20	26	27	32	19%

CITY OF LIBERTY LAKE
DEPARTMENT: OPERATIONS & MAINTENANCE
FUND: General Fund
2020 Line item detail

Account	Title	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	Notes
518 30 10 00	Salaries & Wages-Janitorial/Building Services	20,715.38	35,359.86	42,866.00	-	
518 30 10 01	Overtime-Janitorial/Building Services	363.72	183.68	-	-	
576 80 10 02	Parks-Overtime	19,724.41	15,988.81	10,000.00	10,000.00	
576 80 10 03	Salaries & Wages-Parks	592,094.12	622,422.63	889,090.00	1,084,439.00	Inc New FTE
594 76 10 02	Salaries & Wages-Trailhead Irrigation Improvements	-	3,700.00	-	-	
518 30 20 01	Social Security & Medicare-Janitorial/Building Services	654.22	515.40	622.00	-	
518 30 21 05	Retirement-Janitorial/Building Services	2,582.37	4,535.50	5,500.00	-	
518 30 22 04	Employee Assistance Program	4.47	18.40	18.00	-	
518 30 23 02	Labor & Industries-Janitorial/Building Services	899.18	1,333.73	1,570.00	-	
576 80 20 01	Parks-Social Security & Medicare	23,836.39	24,623.29	37,405.00	46,177.00	Inc New FTE
576 80 21 05	Parks-Retirement	72,176.28	72,106.32	115,354.00	140,745.00	Inc New FTE
576 80 22 04	Parks-Medical/Life/LTD	93,206.67	74,089.75	121,548.00	121,935.00	Inc New FTE
576 80 23 02	Parks-Labor & Industries	24,088.86	22,137.84	34,995.00	37,152.00	Inc New FTE
576 80 24 03	Parks-Paid Family And Medical Leave	-	-	-	1,609.00	Inc New FTE
576 80 28 06	HRA VEBA	6,400.02	18,000.00	25,500.00	39,000.00	Inc New FTE
594 76 20 02	Social Security & Medicare-Trailhead Irrigation Improvements	-	283.06	-	-	
594 76 23 03	Labor & Industries-Trailhead Irrigation Improvements	-	47.16	-	-	
518 30 31 00	Centralized Services Supplies	15,985.17	19,337.19	23,000.00	23,000.00	
518 30 32 00	Central Services Fuel Consumed	858.62	1,807.28	500.00	1,500.00	Incr due to more detailed tracking of usage. JC
553 60 31 00	Weed Control Supplies	1,382.57	986.63	1,000.00	1,000.00	
553 60 31 30	Centennial Trail Weed Control Supplies	-	-	1,000.00	750.00	Decrease after first yr assessment of maint. JC
571 00 31 00	Recreation Supplies	1,124.28	1,653.38	1,500.00	1,500.00	
571 00 31 03	Rec Shuttle - Office & Operating Supplies	-	-	-	-	
571 00 31 04	Special Events Supplies	8,346.05	5,420.39	5,500.00	7,500.00	For added events @ Orchard Park. JC
576 80 31 01	Parks Supplies	22,599.57	26,432.80	20,000.00	20,000.00	
576 80 31 02	Grant-Arbor Day	310.76	500.00	-	-	
576 80 31 15	Ballfields Supplies	12,156.82	14,213.23	19,000.00	15,000.00	Decrease reflects past year's usage. JC
576 80 31 25	Pavillion Park Supplies	11,026.89	13,912.41	12,000.00	12,000.00	
576 80 31 35	Town Square Supplies	1,229.03	768.39	1,800.00	1,800.00	
576 80 31 45	Orchard Park Supplies	-	11.08	15,000.00	15,000.00	
576 80 31 55	Rocky Hill Park Supplies	5,175.38	5,309.31	5,000.00	5,000.00	
576 80 31 65	Centennial Trail Supplies	-	-	3,000.00	3,000.00	
576 80 32 00	Parks Fuel Consumed	5,567.44	6,497.96	6,500.00	6,500.00	
576 80 32 15	Ballfields Fuel Consumed	379.64	583.06	800.00	800.00	
518 30 41 00	Central Services-Professional Services	12,993.92	26,489.14	25,785.00	40,000.00	Inc maintenance, repairs and upkeep of facilities. JC
518 30 47 00	Central Services-Utility Services	20,236.04	21,077.56	22,000.00	22,000.00	
518 30 48 00	Central Services-Outside Labor & Materials	14,149.20	-	10,000.00	-	
553 60 41 00	Weed Control Professional Services	563.05	-	2,000.00	1,000.00	Decreased usage due to in house applications. JC
553 60 41 30	Centennial Trail Weed Control Professional Services	-	-	2,000.00	1,000.00	Decrease after first yr assessment. JC
553 60 48 00	Weed Control Outside Labor & Materials	418.89	-	-	-	
571 00 41 00	Rec-Professional Services	134.31	792.69	1,000.00	4,000.00	Facility scheduling software to add to City website. JC
571 00 41 01	Children's Programming	4,000.00	-	6,500.00	-	Has not been used for several years. "0" JC
571 00 41 04	Rec Shuttle - Professional Services	71.74	-	-	-	
571 00 41 05	Special Events Professional Services	26,050.97	34,141.20	71,500.00	71,500.00	Barefoot, 4th of July, Orchard Park Event, Winter Celebration, Symp
571 00 41 07	Special Events Business & Community Support	3,769.95	1,419.30	5,000.00	5,000.00	
571 00 42 00	Rec-Telephone,Internet,Postage	7.29	-	-	-	
571 00 47 00	Special Events Utilities-Elec/Gas,Wtr/Swr,Trsh	484.28	344.85	550.00	750.00	Inc new event charges for Orchard Park. JC
571 00 49 00	Rec-Dues,Subscriptions,Mbrships	418.50	148.00	-	-	
576 80 41 00	Parks-Professional Services	3,540.36	4,991.36	23,000.00	23,000.00	Includes CT Trail Fund. JC

576 80 41 01	Unemployment Claims-Parks	9,784.59	12,873.27	7,500.00	18,000.00	
576 80 41 15	Ballfields-Professional Services	720.99	3,649.68	5,000.00	5,000.00	
576 80 41 25	Pavillion Park-Professional Services	1,704.20	5,325.22	7,750.00	10,000.00	Inc due to aging infrastructure & asset mgt. JC
576 80 41 35	Town Square-Professional Services	1,484.09	434.07	1,200.00	3,000.00	Inc for asset mgt, tables & chairs resurfacing. JC
576 80 41 45	Orchard Park-Professional Services	487.26	1,512.11	7,750.00	7,750.00	
576 80 41 55	Rocky Hill Park-Professional Services	581.20	16,658.66	3,000.00	5,000.00	Inc ongoing maintenance & repairs, this includes the \$1K as propose
576 80 41 65	Centennial Trail Professional Services	-	-	3,000.00	3,000.00	
576 80 42 00	Parks-Telephone,Internet,Postage	8,025.60	7,998.99	5,000.00	6,500.00	Incr for add'l staff. JC
576 80 42 15	Ballfields-Telephone,Internet,Postage	390.00	398.00	300.00	400.00	Adj for rate changes. JC
576 80 42 55	Rocky Hill Park-Telephone,Internet,Postage	390.00	398.00	300.00	400.00	Adjusting for rate changes. JC
576 80 43 00	Parks Travel-Lodging,Meals,Mileage	781.93	837.97	1,500.00	1,500.00	
576 80 47 01	Parks Utilities-Elec/Gas,Wtr/Swr,Trsh	596.64	121.41	1,000.00	500.00	Decrease based on past usage. JC
576 80 47 15	Ballfields Utilities-Elec/Gas,Wtr/Swr,Trsh	3,804.31	1,776.07	1,000.00	2,000.00	Adj for incr in rates. JC
576 80 47 25	Pavillion Park Utilities-Elec/Gas,Wtr/Swr,Trsh	3,685.37	6,070.73	2,800.00	5,300.00	Adj for incr rates. JC
576 80 47 35	Town Square Utilities-Elec/Gas,Wtr/Swr,Trsh	2,893.41	4,203.46	2,500.00	4,000.00	Adj for increasing rates. JC
576 80 47 45	Orchard Park Utilities-Elec/Gas,Wtr/Swr,Trsh	-	170.73	7,000.00	4,000.00	Decrease for anticipated usage. JC
576 80 47 55	Rocky Hill Park Utilities-Elec/Gas,Wtr/Swr,Trsh	9,157.30	11,787.36	7,000.00	7,000.00	
576 80 48 00	Parks-Outside Labor & Materials	204.38	-	-	-	
576 80 48 15	Ballfields-Outside Labor & Materials	2,051.71	-	-	-	
576 80 48 25	Pavillion Park-Outside Labor/Materials	606.42	-	-	-	
576 80 48 55	Rocky Hill Park-Outside Labor & Materials	8.02	-	-	-	
576 80 49 01	Parks-Registration Fees,Mbrships	2,571.20	2,118.99	3,000.00	3,000.00	
594 18 62 00	Central Services - Buildings & Structures	-	-	-	140,000.00	City Hall improvements \$50K□ ;Lib/PD Site imp. \$90K
594 18 64 00	Central Services-Furniture,Computers&Equip	-	35,362.22	40,000.00	5,000.00	Asset Mgt Software Support.
594 76 61 00	Capital Expenditures - Land	-	13,506.05	-	-	
594 76 63 01	Parks-Other Improvements	5,202.16	8,519.04	-	-	
594 76 63 05	Arboretum-Other Improvements	1,820.55	1,097.29	-	-	
594 76 63 06	Pavillion Park - Other Improvements	2,500.00	164,702.86	-	15,000.00	\$15K related to Asset Mgt
594 76 63 07	Rocky Hill - Other Improvements	-	12,174.72	20,000.00	3,000.00	\$3K for Asset Mgt Projects
594 76 63 08	Town Square Park - Other Improvements	3,921.76	-	-	3,000.00	\$3K for Asset Mgt Projects
594 76 63 10	LL Ball Fields - Other Improvements	10,444.14	-	20,000.00	-	"0". JC
594 76 63 11	Trailhead Irrigation Improvements Capital Expenditures	-	964,135.61	-	-	
594 76 63 12	Orchard Park-Other Improvements	-	-	50,000.00	41,000.00	Sport crt surfacing. JC
594 76 64 01	Parks-Furniture,Computers&Equip	66,515.70	60,179.22	228,000.00	41,688.00	Aerator, Pickup, RTV, Zero Turn,. JC
594 76 64 03	Pavillion Park - Furniture,Computers&Equip	-	11,162.88	-	-	
594 76 64 04	Rocky Hill Park - Furniture,Computers&Equip	-	8,154.56	-	-	
594 76 64 05	Town Square Park - Furniture,Computers&Equip	-	8,154.56	-	-	
Total		1,170,059.74	2,445,666.37	1,994,003.00	2,098,695.00	

5 YEAR BUDGET COMPARISON

CITY OF LIBERTY LAKE
MCAG #: 2757

Time: 15:49:39 Date: 10/14/2019
Page: 1

001 General Fund

Account	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2019 Appropriated	2020 Proposed	Comment
518 30 10 00 Salaries & Wages-Janitorial/Building Services	29,721.93	20,715.38	35,359.86	2,694.00	42,866.00	0.00	No budget
518 30 10 01 Overtime-Janitorial/Building Services	76.41	363.72	183.68	94.47	0.00	0.00	
576 80 10 02 Parks-Overtime	11,749.97	19,724.41	15,988.81	17,381.77	10,000.00	10,000.00	
576 80 10 03 Salaries & Wages-Parks	477,717.16	592,094.12	622,422.63	602,626.05	889,090.00	1,084,439.00	Inc New FTE
594 76 10 02 Salaries & Wages-Trailhead Irrigation Improvements	0.00	0.00	3,700.00	0.00	0.00	0.00	
010 Salaries and Wages	519,265.47	632,897.63	677,654.98	622,796.29	941,956.00	1,094,439.00	
518 30 20 01 Social Security & Medicare-Janitorial/Building Services	2,386.62	654.22	515.40	40.43	622.00	0.00	No budget
518 30 21 05 Retirement-Janitorial/Building Services	3,331.45	2,582.37	4,535.50	357.76	5,500.00	0.00	No budget
518 30 22 04 Employee Assistance Program	10.43	4.47	18.40	0.00	18.00	0.00	No budget
518 30 23 02 Labor & Industries-Janitorial/Building Services	1,748.64	899.18	1,333.73	93.86	1,570.00	0.00	No budget
518 30 24 00 Paid Family And Medical Leave-Janitorial/Building Services	0.00	0.00	0.00	3.96	0.00	0.00	
518 30 24 01 Paid Family And Medical Leave-Janitorial/Building Services	0.00	0.00	0.00	0.14	0.00	0.00	
576 80 20 01 Parks-Social Security & Medicare	29,441.58	23,836.39	24,623.29	21,852.93	37,405.00	46,177.00	Inc New FTE
576 80 21 05 Parks-Retirement	52,895.12	72,176.28	72,106.32	68,601.05	115,354.00	140,745.00	Inc New FTE
576 80 22 04 Parks-Medical/Life/LTD	31,253.03	93,206.67	74,089.75	73,175.52	121,548.00	121,935.00	Inc New FTE
576 80 23 02 Parks-Labor & Industries	26,223.20	24,088.86	22,137.84	20,223.12	34,995.00	37,152.00	Inc New FTE
576 80 24 02 Parks-Paid Family And Medical Leave	0.00	0.00	0.00	25.52	0.00	0.00	
576 80 24 03 Parks-Paid Family And Medical Leave	0.00	0.00	0.00	884.50	0.00	1,609.00	Inc New FTE
576 80 28 06 HRA VEBA	2,400.00	6,400.02	18,000.00	23,021.44	25,500.00	39,000.00	Inc New FTE
594 76 20 02 Social Security & Medicare-Trailhead Irrigation Improvements	0.00	0.00	283.06	0.00	0.00	0.00	
594 76 23 03 Labor & Industries-Trailhead Irrigation Improvements	0.00	0.00	47.16	0.00	0.00	0.00	
020 Personnel Benefits	149,690.07	223,848.46	217,690.45	208,280.23	342,512.00	386,618.00	
518 30 31 00 Centralized Services Supplies	8,231.81	15,985.17	19,337.19	21,109.29	23,000.00	23,000.00	
518 30 32 00 Central Services Fuel Consumed	0.00	858.62	1,807.28	1,135.11	500.00	1,500.00	Inc due to more detailed tracking of usage. JC
553 60 31 00 Weed Control Supplies	396.83	1,382.57	986.63	567.50	1,000.00	1,000.00	
553 60 31 30 Centennial Trail Weed Control Supplies	0.00	0.00	0.00	0.00	1,000.00	750.00	Decrease after first yr assessment of maint. JC
571 00 31 00 Recreation Supplies	1,490.65	1,124.28	1,653.38	904.11	1,500.00	1,500.00	

5 YEAR BUDGET COMPARISON

CITY OF LIBERTY LAKE
MCAG #: 2757

Time: 15:49:39 Date: 10/14/2019
Page: 2

001 General Fund

Account	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2019 Appropriated	2020 Proposed	Comment
571 00 31 03 Rec Shuttle - Office & Operating Supplies	70.37	0.00	0.00	0.00	0.00	0.00	
571 00 31 04 Special Events Supplies	4,425.99	8,346.05	5,420.39	7,359.56	5,500.00	7,500.00	For added events @ Orchard Park. JC
576 80 31 01 Parks Supplies	74,711.78	22,599.57	26,432.80	24,709.61	20,000.00	20,000.00	
576 80 31 02 Grant-Arbor Day	0.00	310.76	500.00	500.00	0.00	0.00	
576 80 31 15 Ballfields Supplies	0.00	12,156.82	14,213.23	12,116.45	19,000.00	15,000.00	Decrease reflects past year's usage. JC
576 80 31 25 Pavillion Park Supplies	0.00	11,026.89	13,912.41	10,860.02	12,000.00	12,000.00	
576 80 31 35 Town Square Supplies	0.00	1,229.03	768.39	2,662.15	1,800.00	1,800.00	
576 80 31 45 Orchard Park Supplies	0.00	0.00	11.08	10,231.36	15,000.00	15,000.00	
576 80 31 55 Rocky Hill Park Supplies	0.00	5,175.38	5,309.31	5,940.32	5,000.00	5,000.00	
576 80 31 65 Centennial Trail Supplies	0.00	0.00	0.00	1,253.47	3,000.00	3,000.00	
576 80 32 00 Parks Fuel Consumed	5,895.67	5,567.44	6,497.96	6,738.61	6,500.00	6,500.00	
576 80 32 15 Ballfields Fuel Consumed	0.00	379.64	583.06	436.92	800.00	800.00	
576 80 32 45 Orchard Park Fuel Consumed	0.00	0.00	0.00	47.10	0.00	0.00	
030 Supplies	95,223.10	86,142.22	97,433.11	106,571.58	115,600.00	114,350.00	
518 30 41 00 Central Services-Professional Services	8,640.22	12,993.92	26,489.14	43,113.00	25,785.00	40,000.00	Inc maintenance, repairs and upkeep of facilities. JC
518 30 47 00 Central Services-Utility Services	18,717.64	20,236.04	21,077.56	17,248.38	22,000.00	22,000.00	NC
518 30 48 00 Central Services-Outside Labor & Materials	1,900.30	14,149.20	0.00	0.00	10,000.00	0.00	No budget
553 60 41 00 Weed Control Professional Services	0.00	563.05	0.00	0.00	2,000.00	1,000.00	Decreased usage due to in house applications. JC
553 60 41 30 Centennial Trail Weed Control Professional Services	0.00	0.00	0.00	0.00	2,000.00	1,000.00	Decrease after first yr assessment. JC
553 60 48 00 Weed Control Outside Labor & Materials	0.00	418.89	0.00	0.00	0.00	0.00	
571 00 41 00 Rec-Professional Services	10,040.27	134.31	792.69	0.00	1,000.00	4,000.00	Facility scheduling software to add to City website. JC
571 00 41 01 Children's Programming	8,448.00	4,000.00	0.00	0.00	6,500.00	0.00	Has not been used for several years. "0" JC
571 00 41 04 Rec Shuttle - Professional Services	0.00	71.74	0.00	0.00	0.00	0.00	
571 00 41 05 Special Events Professional Services	23,933.47	26,050.97	34,141.20	53,813.67	71,500.00	71,500.00	Barefoot, 4th of July, Orchard Park Event, Winter Celebration, Symphony. JC
571 00 41 06 Unemployment Claims-Recreation	5,000.00	0.00	0.00	0.00	0.00	0.00	
571 00 41 07 Special Events Business & Community Support	0.00	3,769.95	1,419.30	0.00	5,000.00	5,000.00	
571 00 42 00 Rec-Telephone,Internet,Postage	0.00	7.29	0.00	0.00	0.00	0.00	
571 00 43 00 Rec Travel-Lodging,Meals,Mileage	574.97	0.00	0.00	0.00	0.00	0.00	
571 00 47 00 Special Events Utilities-Elec/Gas,Wtr/Swr,Trsh	0.00	484.28	344.85	753.39	550.00	750.00	Inc new event charges for Orchard Park. JC
571 00 48 01 Rec Shuttle-Outside Labor & Materials	339.15	0.00	0.00	0.00	0.00	0.00	

5 YEAR BUDGET COMPARISON

CITY OF LIBERTY LAKE
MCAG #: 2757

Time: 15:49:39 Date: 10/14/2019
Page: 3

001 General Fund

Account	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2019 Appropriated	2020 Proposed	Comment
571 00 49 00 Rec-Dues,Subscriptions,Mbrships	0.00	418.50	148.00	0.00	0.00	0.00	
576 80 41 00 Parks-Professional Services	16,936.81	3,540.36	4,991.36	23,446.07	23,000.00	23,000.00	Includes CT Trail Fund. JC
576 80 41 01 Unemployment Claims-Parks	6,916.39	9,784.59	12,873.27	10,911.22	7,500.00	18,000.00	
576 80 41 15 Ballfields-Professional Services	0.00	720.99	3,649.68	730.01	5,000.00	5,000.00	
576 80 41 25 Pavillion Park-Professional Services	0.00	1,704.20	5,325.22	8,328.45	7,750.00	10,000.00	Inc due to aging infrastructure & asset mgt. JC
576 80 41 35 Town Square-Professional Services	0.00	1,484.09	434.07	1,683.66	1,200.00	3,000.00	Inc for asset mgt, tables & chairs resurfacing. JC
576 80 41 45 Orchard Park-Professional Services	0.00	487.26	1,512.11	1,802.83	7,750.00	7,750.00	
576 80 41 55 Rocky Hill Park-Professional Services	0.00	581.20	16,658.66	6,900.30	3,000.00	5,000.00	Inc ongoing maintenance & repairs, this includes the \$1K as proposed in asset mgt. JC
576 80 41 65 Centennial Trail Professional Services	0.00	0.00	0.00	0.00	3,000.00	3,000.00	
576 80 42 00 Parks-Telephone,Internet,Postage	4,222.20	8,025.60	7,998.99	6,851.65	5,000.00	6,500.00	Incr for add'l staff. JC
576 80 42 15 Ballfields-Telephone,Internet,Postage	0.00	390.00	398.00	345.00	300.00	400.00	Adj for rate changes. JC
576 80 42 45 Orchard Park-Telephone,Internet,Postage	0.00	0.00	0.00	76.50	0.00	0.00	
576 80 42 55 Rocky Hill Park-Telephone,Internet,Postage	0.00	390.00	398.00	352.50	300.00	400.00	Adjusting for rate changes. JC
576 80 43 00 Parks Travel-Lodging,Meals,Mileage	1,144.03	781.93	837.97	763.29	1,500.00	1,500.00	
576 80 47 01 Parks Utilities-Elec/Gas,Wtr/Swr,Trsh	27,250.87	596.64	121.41	93.22	1,000.00	500.00	Decrease based on past usage. JC
576 80 47 15 Ballfields Utilities-Elec/Gas,Wtr/Swr,Trsh	0.00	3,804.31	1,776.07	1,412.63	1,000.00	2,000.00	Adj for incr in rates. JC
576 80 47 25 Pavillion Park Utilities-Elec/Gas,Wtr/Swr,Trsh	0.00	3,685.37	6,070.73	7,456.19	2,800.00	5,300.00	Adj for incr rates. JC
576 80 47 35 Town Square Utilities-Elec/Gas,Wtr/Swr,Trsh	0.00	2,893.41	4,203.46	3,029.06	2,500.00	4,000.00	Adj for increasing rates. JC
576 80 47 45 Orchard Park Utilities-Elec/Gas,Wtr/Swr,Trsh	0.00	0.00	170.73	5,166.86	7,000.00	4,000.00	Decrease for anticipated usage. JC
576 80 47 55 Rocky Hill Park Utilities-Elec/Gas,Wtr/Swr,Trsh	0.00	9,157.30	11,787.36	9,635.23	7,000.00	7,000.00	
576 80 48 00 Parks-Outside Labor & Materials	17,406.13	204.38	0.00	0.00	0.00	0.00	
576 80 48 15 Ballfields-Outside Labor & Materials	0.00	2,051.71	0.00	0.00	0.00	0.00	
576 80 48 25 Pavillion Park-Outside Labor/Materials	0.00	606.42	0.00	0.00	0.00	0.00	
576 80 48 55 Rocky Hill Park-Outside Labor & Materials	0.00	8.02	0.00	0.00	0.00	0.00	
576 80 49 01 Parks-Registration Fees,Mbrships	2,368.11	2,571.20	2,118.99	1,152.67	3,000.00	3,000.00	
040 Services	153,838.56	136,767.12	165,738.82	205,065.78	235,935.00	254,600.00	
594 18 62 00 Central Services - Buildings & Structures	0.00	0.00	0.00	0.00	0.00	140,000.00	City Hall improvements \$50K ;Lib/PD Site imp. \$90K
594 18 64 00 Central Services-Furniture,Computers&Equip	0.00	0.00	35,362.22	15,674.58	40,000.00	5,000.00	Asset Mgt Software Support.

5 YEAR BUDGET COMPARISON

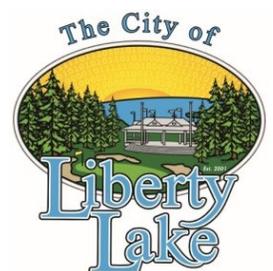
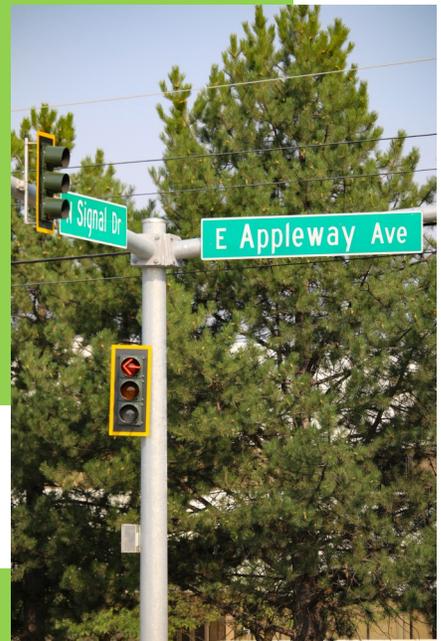
CITY OF LIBERTY LAKE
MCAG #: 2757

Time: 15:49:39 Date: 10/14/2019
Page: 4

001 General Fund

Account	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2019 Appropriated	2020 Proposed	Comment
594 76 61 00 Capital Expenditures - Land	333,337.00	0.00	13,506.05	0.00	0.00	0.00	
594 76 62 01 Parks-Buildings & Structures	23,254.97	0.00	0.00	0.00	0.00	0.00	
594 76 63 01 Parks-Other Improvements	30,298.16	5,202.16	8,519.04	2,600.32	0.00	0.00	
594 76 63 05 Arboretum-Other Improvements	4,767.83	1,820.55	1,097.29	0.00	0.00	0.00	
594 76 63 06 Pavillion Park - Other Improvements	4,058.91	2,500.00	164,702.86	0.00	0.00	15,000.00	\$15K related to Asset Mgt
594 76 63 07 Rocky Hill - Other Improvements	0.00	0.00	12,174.72	2,082.06	20,000.00	3,000.00	\$3K for Asset Mgt Projects
594 76 63 08 Town Square Park - Other Improvements	3,445.07	3,921.76	0.00	0.00	0.00	3,000.00	\$3K for Asset Mgt Projects
594 76 63 10 LL Ball Fields - Other Improvements	0.00	10,444.14	0.00	6,992.07	20,000.00	0.00	"0". JC
594 76 63 11 Trailhead Irrigation Improvements Capital Expenditures	0.00	0.00	964,135.61	238,655.19	0.00	0.00	
594 76 63 12 Orchard Park-Other Improvements	0.00	0.00	0.00	15,555.08	50,000.00	41,000.00	Sport crt surfacing. JC
594 76 64 01 Parks-Furniture,Computers&Equip	48,715.40	66,515.70	60,179.22	128,872.55	228,000.00	41,688.00	Aerator, Pickup, RTV, Zero Turn,. JC
594 76 64 03 Chipper-Dept Of Ecology Grant	10,084.00	0.00	0.00	0.00	0.00	0.00	
060 Capital Outlays	457,961.34	90,404.31	1,259,677.01	410,431.85	358,000.00	248,688.00	
576 Park Facilities	1,375,978.54	1,170,059.74	2,418,194.37	1,553,145.73	1,994,003.00	2,098,695.00	
TOTAL EXPENDITURES:	1,375,978.54	1,170,059.74	2,418,194.37	1,553,145.73	1,994,003.00	2,098,695.00	
FUND GAIN/LOSS:	-1,375,978.54	-1,170,059.74	-2,418,194.37	-1,553,145.73	-1,994,003.00	-2,098,695.00	

2020 ALL OTHER FUNDS



**Street Operations and Maintenance Fund Resources
Special Revenue Fund 110**

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Beginning Balances	\$ 215,401	\$ 263,492	\$ 252,940	\$ 332,950	32%
Taxes - Motor Vehicle Fuel Tax	211,756	230,888	245,191	248,710	1%
Electric Utility Tax	370,588	390,311	376,000	380,000	1%
Gas Utility Tax	100,437	91,556	91,000	95,000	4%
Garbage/Solid Waste Utility Tax	54,877	62,474	55,000	60,000	9%
Cable Utility Tax	75,855	75,369	73,000	75,000	3%
Telephone Utility Tax	288,693	240,510	215,000	215,000	0%
Interest & Other Earnings	1,181	1,055	750	1,500	100%
Grants	54,499	-	-	-	#DIV/0!
Other Financing Sources, Transfer - In	330,000	425,000	-	-	#DIV/0!
Street Fund Total Resources	\$ 1,703,287	\$ 1,780,655	\$ 1,308,881	\$ 1,408,160	8%

**Street Operations and Maintenance Fund Resources
Special Revenue Fund 110**

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Salaries & Wages	\$ 149,656	\$ 185,770	\$ 79,135	\$ 135,052	71%
Benefits	67,338	62,302	38,420	63,184	64%
Supplies	112,636	121,079	153,500	155,700	1%
Services & Charges	298,158	215,458	231,615	224,057	-3%
Debt Service	-	65,249	65,253	65,250	0%
Capital Outlay	412,007	668,216	125,000	187,688	50%
Other Financing Uses, Transfer - Out	400,000	200,000	400,000	400,000	0%
Fund Balance	-	-	215,958	177,229	-18%
Street Fund Total Uses	\$ 1,439,795	\$ 1,518,076	\$ 1,308,881	\$ 1,408,160	8%

Notes

Revenue

Utility Tax is dedicated for the Streets Maintenance and Streets Capital.

Debt Service

Annual Payment for Lease Equipment - Grader & two Loaders

Salaries & Wages

New FTE in 2020.

Capital Outlay

\$15K for storage shed at Public Works Yard. \$107K for Equipment. \$65K for Pedestrian Safety CFP#30.

CITY OF LIBERTY LAKE
FUND: 110 STREET FUND
2020 Line item detail

Account	Title	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	Notes
308 80 01 10	Unreserved Beginning Cash/Investments	215,400.89	263,492.04	252,940.00	332,950.00	EF 092619
316 41 01 10	Electric Utility Tax	370,660.14	390,417.15	376,000.00	380,000.00	
316 41 01 11	Utility Tax Rebate-Electric	(72.62)	(106.51)	-	-	
316 43 01 10	Gas Utility Tax	100,476.69	91,619.57	91,000.00	95,000.00	
316 43 01 11	Utility Tax Rebate-Gas	(39.50)	(64.01)	-	-	
316 45 01 10	Garbage/Solid Waste Utility Tax	54,896.42	62,488.38	55,000.00	60,000.00	
316 45 01 11	Utility Tax Rebate-Garbage/Solid Waste	(19.47)	(14.35)	-	-	
316 46 01 10	Cable Utility Tax	75,889.17	75,437.98	73,000.00	75,000.00	
316 46 01 11	Utility Tax Rebate-Cable	(34.10)	(69.04)	-	-	
316 47 01 10	Cellular/Pager/Telephone Utility Tax	288,741.83	240,545.99	215,000.00	215,000.00	
316 47 01 11	Utility Tax Rebate-Telephone	(49.28)	(35.75)	-	-	
334 03 80 13	State Grant From Transportation Improvement Board (TIE	50,000.00	-	-	-	
336 00 71 00	Multimodal Transportation	9,803.71	13,944.94	17,338.00	14,960.00	MRSC rev est
336 00 87 00	Gas Tax - Streets	201,952.70	216,943.25	227,853.00	233,750.00	MRSC rev est
337 00 01 10	Local Grants,Entitlements And Other Payments	4,499.20	-	-	-	
361 40 01 10	Interest - Checking	39.46	54.21	50.00	-	
361 11 01 10	Investment Interest	1,141.72	1,000.91	700.00	1,500.00	
397 42 01 10	OP Trans Frm Gen Fund	330,000.00	425,000.00	-	-	
	Total	1,703,286.96	1,780,654.76	1,308,881.00	1,408,160.00	
542 90 10 05	Streets-Overtime	1,566.78	4,300.68	10,000.00	10,000.00	
542 90 10 06	Salaries & Wages-Streets	148,089.23	181,469.75	69,135.00	125,052.00	Inc New FTE
542 90 20 01	Streets-Medicare	2,855.48	7,504.56	3,430.00	4,617.00	Inc New FTE
542 90 21 05	Streets-Retirement	17,534.87	18,427.26	10,154.00	17,368.00	Inc New FTE
542 90 22 04	Streets-Medical/Life/LTD	42,108.44	26,462.24	18,546.00	30,532.00	Inc New FTE
542 90 23 02	Streets-Labor & Industries	2,838.94	4,658.30	3,290.00	4,168.00	Inc New FTE
542 90 24 06	Streets-Paid Family And Medical Leave	-	-	-	199.00	Inc New FTE
542 90 28 06	HRA VEBA	2,000.00	5,250.00	3,000.00	6,300.00	Inc New FTE
542 30 31 00	Roadway Supplies	13,315.24	3,817.14	5,000.00	5,000.00	
542 30 31 01	Roadway Striping Supplies	993.34	10,143.56	12,000.00	6,000.00	Decrease due to not buying as much paint for the county to use.SW
542 64 31 00	Traffic Control Devices Supplies	7,393.92	6,569.93	7,000.00	7,000.00	
542 66 31 00	Snow And Ice Control Supplies	32,400.81	44,465.92	70,000.00	70,000.00	
542 66 32 00	Snow And Ice Control Fuel	2,355.24	3,645.12	5,000.00	6,500.00	Incr-still establishing budget numbers. SW
542 70 31 01	Roadside Supplies	28,831.22	24,598.10	27,500.00	27,500.00	
542 90 31 00	Maint Admin & Overhead Supplies	16,321.41	18,607.80	14,000.00	21,200.00	Inc for growing streets dept. JC
542 90 32 00	Maint Admin & Overhead Fuel Consumed	7,583.77	9,122.15	8,000.00	10,000.00	\$3200 for more hand held radios SW Inc streets usage for growing dept/fleet. JC
553 60 31 10	Weed Control Supplies	3,441.30	109.77	5,000.00	2,500.00	Decrease based on past history usage. JC
542 30 41 01	Roadway - Professional Services	94.63	4,235.61	40,000.00	40,000.00	
542 30 47 01	Roadway - Utility Services	955.80	2,542.36	750.00	1,500.00	
542 30 48 06	Roadway - Striping	8,187.71	17,023.02	20,000.00	20,000.00	
542 30 48 08	Roadway - Outside Labor & Materials	19,752.00	-	-	-	
542 63 47 00	Street Lighting - Utility Services	41,816.00	39,540.74	59,000.00	46,000.00	Anticipated use & avg use history. JC
542 64 41 00	Traffic Control Devices-Professional Services	-	13,658.38	10,500.00	8,000.00	Decrease due to last year's usage. SW
542 64 47 00	Traffic Control Devices-Elec/Gas,Wtr/Swr,Trsh	4,773.72	5,041.29	5,000.00	5,000.00	
542 64 48 00	Traffic Control Devices-Outside Labor & Materials	1,304.07	-	-	-	
542 66 41 00	Snow And Ice Control-Professional Service	169,359.47	54,159.81	30,000.00	20,000.00	Decrease due to more in house work.SW
542 66 41 01	Professional Services Trail Maint	-	-	-	5,000.00	Crack sealing on trails SW
542 67 41 00	Street Cleaning Professional Services	-	16,569.91	-	-	

542 70 41 00	Roadside Professional Services	18,277.44	24,474.99	25,000.00	25,000.00	
542 70 47 00	Roadside Utilities	-	544.22	10,000.00	10,000.00	
542 70 48 01	Roadside Outside Labory & Materials	9,317.01	-	-	-	
						Accting for sales tax on lease equip. JC □
						Management software \$2057 □
542 90 41 00	Maint Admin & Overhead Professional Services	8,614.72	13,279.06	6,865.00	16,057.00	RACOM svc \$4K SW
542 90 41 03	Unemployment Claims-Streets	-	-	-	1,000.00	
542 90 42 00	Maint Admin & Overhead Telephone,Internet,Postage	2,532.43	2,480.37	1,350.00	5,350.00	Inc for radio useage \$4K SW
542 90 43 00	Maint Admin & Overhead Lodging,Meals,Mileage	930.63	549.93	2,250.00	2,250.00	
542 90 46 00	Maint Admin & Overhead Insurance	-	1,519.35	-	-	
542 90 47 00	Maint Admin & Overhead Utility Services Garbage	15.00	258.06	300.00	300.00	
542 90 48 00	Maint Admin & Overhead Outside Labor & Materials	2,071.07	-	-	-	
542 90 49 00	Maint Admin & Overhead Registration Fees, Mbrships	4,290.00	3,067.00	7,000.00	5,000.00	Decrease to prior year's usages. JC
553 60 41 10	Weed Control Professional Services	2,768.97	13,589.34	10,000.00	10,000.00	
553 60 48 10	Weed Control Outside Labor & Materials	397.13	-	-	-	
554 30 41 10	Road Hazard Removal	2,700.00	2,925.00	3,600.00	3,600.00	
591 95 70 00	Debt Repayment-Roads/Streets And Other Infrastructure	-	65,249.42	40,791.00	42,572.00	
592 95 80 00	Interest And Other Debt Service Cost-Roads/Streets And	-	-	24,462.00	22,678.00	
595 30 10 00	Salaries & Wages Heights Overlay	-	13,855.00	-	-	
595 30 20 00	Social Security & Medicare Heights Overlay	-	236.77	-	-	
595 30 23 00	Labor & Industries Heights Overlay	-	53.11	-	-	
594 42 62 00	Capital Expenditures-Buildings & Structures	-	-	48,000.00	15,000.00	\$15K for storage shed for PW yard SW □
594 42 64 00	Capital Expenditures - Furniture,Computers&Equip	250,627.11	51,535.27	37,000.00	107,688.00	Pickup, RTV, Zero Turn, Sand/Salt Spreader, Trailer, Dashcams. JC
595 30 63 07	Roads/Streets Const. & Other Infrastructure - Other Impro	50,000.00	-	-	-	
595 64 63 00	Roads/Streets Const. & Other Infrastructure - Other Impro	111,380.02	602,535.50	40,000.00	65,000.00	Ped Safety - CFP #30
597 42 01 10	Operating Transfers-Out	400,000.00	200,000.00	400,000.00	400,000.00	
508 80 01 10	Unreserved Ending Cash/Investments	-	-	215,958.00	177,229.00	
	Total	1,439,794.92	1,518,075.79	1,308,881.00	1,408,160.00	

5 YEAR BUDGET COMPARISON

CITY OF LIBERTY LAKE
MCAG #: 2757

Time: 15:53:17 Date: 10/14/2019
Page: 1

110 Street Fund

Account	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2019 Appropriated	2020 Proposed	Comment
308 80 01 10 Unreserved Beginning Cash/Investments	282,111.91	215,400.89	263,492.04	262,578.97	252,940.00	332,950.00	EF 092619
308 Beginning Balances	282,111.91	215,400.89	263,492.04	262,578.97	252,940.00	332,950.00	
316 41 01 10 Electric Utility Tax	350,970.03	370,660.14	390,417.15	296,083.78	376,000.00	380,000.00	
316 41 01 11 Utility Tax Rebate-Electric	-38.63	-72.62	-106.51	0.00	0.00	0.00	
316 43 01 10 Gas Utility Tax	81,735.44	100,476.69	91,619.57	71,290.81	91,000.00	95,000.00	
316 43 01 11 Utility Tax Rebate-Gas	-25.88	-39.50	-64.01	0.00	0.00	0.00	
316 45 01 10 Garbage/Solid Waste Utility Tax	52,964.13	54,896.42	62,488.38	51,650.76	55,000.00	60,000.00	
316 45 01 11 Utility Tax Rebate-Garbage/Solid Waste	-10.42	-19.47	-14.35	0.00	0.00	0.00	
316 46 01 10 Cable Utility Tax	71,182.00	75,889.17	75,437.98	59,150.76	73,000.00	75,000.00	
316 46 01 11 Utility Tax Rebate-Cable	-12.94	-34.10	-69.04	0.00	0.00	0.00	
316 47 01 10 Cellular/Pager/Telephone Utility Tax	342,053.34	288,741.83	240,545.99	160,994.73	215,000.00	215,000.00	
316 47 01 11 Utility Tax Rebate-Telephone	-10.04	-49.28	-35.75	0.00	0.00	0.00	
310 Taxes	898,807.03	890,449.28	860,219.41	639,170.84	810,000.00	825,000.00	
334 03 80 13 State Grant From Transportation Improvement Board (TIB)	0.00	50,000.00	0.00	0.00	0.00	0.00	
336 00 71 00 Multimodal Transportation	9,183.54	9,803.71	13,944.94	10,787.99	17,338.00	14,960.00	MRSC rev est
336 00 87 00 Gas Tax - Streets	193,685.13	201,952.70	216,943.25	160,594.09	227,853.00	233,750.00	MRSC rev est
337 00 01 10 Local Grants,Entitlements And Other Payments	0.00	4,499.20	0.00	0.00	0.00	0.00	
330 Intergovernmental Revenues	202,868.67	266,255.61	230,888.19	171,382.08	245,191.00	248,710.00	
361 40 01 10 Interest - Checking	21.71	39.46	54.21	0.00	50.00	0.00	No budget
360 Miscellaneous Revenue	21.71	39.46	54.21	0.00	50.00	0.00	
361 11 01 10 Investment Interest	1,304.90	1,141.72	1,000.91	2,085.63	700.00	1,500.00	
361 Investment Interest	1,304.90	1,141.72	1,000.91	2,085.63	700.00	1,500.00	
397 42 01 10 OP Trans Frm Gen Fund	0.00	330,000.00	425,000.00	0.00	0.00	0.00	
397 Transfers In	0.00	330,000.00	425,000.00	0.00	0.00	0.00	
TOTAL REVENUES:	1,385,114.22	1,703,286.96	1,780,654.76	1,075,217.52	1,308,881.00	1,408,160.00	
518 63 00 00 Utility Tax Rebate-Electric	0.00	0.00	0.00	77.05	0.00	0.00	
518 63 00 01 Utility Tax Rebate-Gas	0.00	0.00	0.00	11.62	0.00	0.00	

5 YEAR BUDGET COMPARISON

CITY OF LIBERTY LAKE
MCAG #: 2757

Time: 15:53:17 Date: 10/14/2019
Page: 2

110 Street Fund

Account	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2019 Appropriated	2020 Proposed	Comment
518 63 00 02 Utility Tax Rebate-Garbage/Solid Waste	0.00	0.00	0.00	2.70	0.00	0.00	
518 63 00 03 Utility Tax Rebate-Cable	0.00	0.00	0.00	35.01	0.00	0.00	
518 63 00 04 Utility Tax Rebate-Telephone	0.00	0.00	0.00	81.57	0.00	0.00	
060 Captial Outlays	0.00	0.00	0.00	207.95			
518 Centralized Services	0.00	0.00	0.00	207.95	0.00	0.00	
542 90 10 05 Streets-Overtime	0.00	1,566.78	4,300.68	6,503.00	10,000.00	10,000.00	
542 90 10 06 Salaries & Wages-Streets	137,685.24	148,089.23	181,469.75	82,363.10	69,135.00	125,052.00	Inc New FTE
010 Salaries and Wages	137,685.24	149,656.01	185,770.43	88,866.10	79,135.00	135,052.00	
542 90 20 01 Streets-Medicare	2,205.69	2,855.48	7,504.56	2,285.47	3,430.00	4,617.00	Inc New FTE
542 90 21 05 Streets-Retirement	17,019.71	17,534.87	18,427.26	11,314.77	10,154.00	17,368.00	Inc New FTE
542 90 22 04 Streets-Medical/Life/LTD	33,314.98	42,108.44	26,462.24	18,509.49	18,546.00	30,532.00	Inc New FTE
542 90 23 02 Streets-Labor & Industries	2,918.48	2,838.94	4,658.30	2,614.19	3,290.00	4,168.00	Inc New FTE
542 90 24 05 Streets-Paid Family And Medical Leave	0.00	0.00	0.00	9.65	0.00	0.00	
542 90 24 06 Streets-Paid Family And Medical Leave	0.00	0.00	0.00	120.96	0.00	199.00	Inc New FTE
542 90 28 06 HRA VEBA	1,600.00	2,000.00	5,250.00	2,750.00	3,000.00	6,300.00	Inc New FTE
020 Personnel Benefits	57,058.86	67,337.73	62,302.36	37,604.53	38,420.00	63,184.00	
542 30 31 00 Roadway Supplies	0.00	13,315.24	3,817.14	2,343.08	5,000.00	5,000.00	Unchanged SW
542 30 31 01 Roadway Striping Supplies	0.00	993.34	10,143.56	3,542.60	12,000.00	6,000.00	Decrease due to not buying as much paint for the county to use.SW
542 64 31 00 Traffic Control Devices Supplies	0.00	7,393.92	6,569.93	7,115.57	7,000.00	7,000.00	No Change. SW
542 66 31 00 Snow And Ice Control Supplies	0.00	32,400.81	44,465.92	43,908.91	70,000.00	70,000.00	No Change SW
542 66 32 00 Snow And Ice Control Fuel	0.00	2,355.24	3,645.12	5,284.11	5,000.00	6,500.00	Inc-still establishing budget numbers. SW
542 70 31 01 Roadside Supplies	8,261.69	28,831.22	24,598.10	21,288.81	27,500.00	27,500.00	
542 90 31 00 Maint Admin & Overhead Supplies	33,072.47	16,321.41	18,607.80	14,320.40	14,000.00	21,200.00	Inc for growing streets dept. JC \$3200 for more hand held radios SW
542 90 32 00 Maint Admin & Overhead Fuel Consumed	4,355.99	7,583.77	9,122.15	7,289.11	8,000.00	10,000.00	Inc streets usage for growing dept/fleet. JC
553 60 31 10 Weed Control Supplies	709.88	3,441.30	109.77	793.60	5,000.00	2,500.00	Decrease based on past history usage. JC
030 Supplies	46,400.03	112,636.25	121,079.49	105,886.19	153,500.00	155,700.00	
542 30 41 01 Roadway - Professional Services	0.00	94.63	4,235.61	51,189.98	40,000.00	40,000.00	
542 30 47 01 Roadway - Utility Services	807.84	955.80	2,542.36	2,301.75	750.00	1,500.00	Per RJ
542 30 48 06 Roadway - Striping	26,092.20	8,187.71	17,023.02	62.99	20,000.00	20,000.00	No change SW

5 YEAR BUDGET COMPARISON

CITY OF LIBERTY LAKE
MCAG #: 2757

Time: 15:53:17 Date: 10/14/2019
Page: 3

110 Street Fund

Account	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2019 Appropriated	2020 Proposed	Comment
542 30 48 08 Roadway - Outside Labor & Materials	30,855.22	19,752.00	0.00	0.00	0.00	0.00	
542 62 48 00 Special Purpose Paths - Outside Labor & Materials	3,670.42	0.00	0.00	0.00	0.00	0.00	
542 63 47 00 Street Lighting - Utility Services	40,535.72	41,816.00	39,540.74	39,193.01	59,000.00	46,000.00	Anticipated use & avg use history. JC
542 64 41 00 Traffic Control Devices-Professional Services	0.00	0.00	13,658.38	5,112.24	10,500.00	8,000.00	Decrease due to last year's usage. SW
542 64 47 00 Traffic Control Devices-Elec/Gas,Wtr/Swr,Trsh	7,233.99	4,773.72	5,041.29	4,112.58	5,000.00	5,000.00	
542 64 48 00 Traffic Control Devices-Outside Labor & Materials	7,949.09	1,304.07	0.00	0.00	0.00	0.00	
542 66 41 00 Snow And Ice Control-Professional Service	195,501.76	169,359.47	54,159.81	14,471.78	30,000.00	20,000.00	Decrease due to more in house work.SW
542 66 41 01 Professional Services Trail Maint	0.00	0.00	0.00	0.00	0.00	5,000.00	Crack sealing on trails SW
542 66 48 00 Trail Maint-Outside Labor & Materials	30,366.93	0.00	0.00	0.00	0.00	0.00	
542 67 41 00 Street Cleaning Professional Services	4,410.50	0.00	16,569.91	0.00	0.00	0.00	
542 67 41 02 Road And Street Maintenance - Street Sweeping	7,401.20	0.00	0.00	0.00	0.00	0.00	
542 67 48 00 Street Cleaning Outside Labor & Materials	4,743.74	0.00	0.00	0.00	0.00	0.00	
542 70 41 00 Roadside Professional Services	4,593.02	18,277.44	24,474.99	15,786.32	25,000.00	25,000.00	
542 70 47 00 Roadside Utilities	0.00	0.00	544.22	719.46	10,000.00	10,000.00	NC
542 70 48 01 Roadside Outside Labory & Materials	783.08	9,317.01	0.00	0.00	0.00	0.00	
542 90 41 00 Maint Admin & Overhead Professional Services	13,051.31	8,614.72	13,279.06	9,373.30	6,865.00	16,057.00	Accting for sales tax on lease equip. JC Management software \$2057 RACOM svc \$4K SW
542 90 41 03 Unemployment Claims-Streets	0.00	0.00	0.00	0.00	0.00	1,000.00	
542 90 42 00 Maint Admin & Overhead Telephone,Internet,Postage	898.86	2,532.43	2,480.37	1,581.81	1,350.00	5,350.00	Inc for radio useage \$4K SW
542 90 43 00 Maint Admin & Overhead Lodging,Meals,Mileage	54.61	930.63	549.93	2,033.02	2,250.00	2,250.00	
542 90 46 00 Maint Admin & Overhead Insurance	0.00	0.00	1,519.35	0.00	0.00	0.00	
542 90 47 00 Maint Admin & Overhead Utility Services Garbage	219.78	15.00	258.06	83.18	300.00	300.00	
542 90 48 00 Maint Admin & Overhead Outside Labor & Materials	5,378.57	2,071.07	0.00	0.00	0.00	0.00	
542 90 49 00 Maint Admin & Overhad Registration Fees, Mbrships	3,204.67	4,290.00	3,067.00	4,375.23	7,000.00	5,000.00	Decrease to prior year's usages. JC
553 60 41 10 Weed Control Professional Services	81.53	2,768.97	13,589.34	3,441.28	10,000.00	10,000.00	
553 60 48 10 Weed Control Outside Labor & Materials	0.00	397.13	0.00	0.00	0.00	0.00	
554 30 41 10 Road Hazard Removal	3,525.00	2,700.00	2,925.00	565.00	3,600.00	3,600.00	NC
040 Services	391,359.04	298,157.80	215,458.44	154,402.93	231,615.00	224,057.00	

5 YEAR BUDGET COMPARISON

CITY OF LIBERTY LAKE
MCAG #: 2757

Time: 15:53:17 Date: 10/14/2019
Page: 4

110 Street Fund

Account	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2019 Appropriated	2020 Proposed	Comment
090 Interfund Payments for Services	0.00	0.00	0.00	0.00			
542 Streets - Maintenance	632,503.17	627,787.79	584,610.72	386,759.75	502,670.00	577,993.00	
591 95 70 00 Debt Repayment-Roads/Streets And Other Infrastructure	0.00	0.00	65,249.42	40,788.82	40,791.00	42,572.00	
070 Debt Service	0.00	0.00	65,249.42	40,788.82	40,791.00	42,572.00	
592 95 80 00 Interest And Other Debt Service Cost-Roads/Streets And Other Infrastructure	0.00	0.00	0.00	24,460.57	24,462.00	22,678.00	
080 Debt Service: Interest and Related Co	0.00	0.00	0.00	24,460.57	24,462.00	22,678.00	
591 Debt Service	0.00	0.00	65,249.42	65,249.39	65,253.00	65,250.00	
595 30 10 00 Salaries & Wages Heights Overlay	0.00	0.00	13,855.00	0.00	0.00	0.00	
010 Salaries and Wages	0.00	0.00	13,855.00	0.00			
595 30 20 00 Social Security & Medicare Heights Overlay	0.00	0.00	236.77	0.00	0.00	0.00	
595 30 23 00 Labor & Industries Heights Overlay	0.00	0.00	53.11	0.00	0.00	0.00	
020 Personnel Benefits	0.00	0.00	289.88	0.00			
594 42 62 00 Capital Expenditures-Buildings & Structures	0.00	0.00	0.00	0.00	48,000.00	15,000.00	\$15K for storage shed for PW yard SW
594 42 64 00 Capital Expenditures - Furniture,Computers&Equip	43,115.95	250,627.11	51,535.27	29,297.88	37,000.00	107,688.00	Pickup, RTV, Zero Turn, Sand/Salt Spreader, Trailer, Dashcams. JC
595 30 63 07 Roads/Streets Const. & Other Infrastructure - Other Improvements	0.00	50,000.00	0.00	0.00	0.00	0.00	
595 64 63 00 Roads/Streets Const. & Other Infrastructure - Other Improvements	94,094.21	111,380.02	602,535.50	8,250.33	40,000.00	65,000.00	Ped Safety - CFP #30
060 Captial Outlays	137,210.16	412,007.13	654,070.77	37,548.21	125,000.00	187,688.00	
594 Capital Expenditures	137,210.16	412,007.13	668,215.65	37,548.21	125,000.00	187,688.00	
597 42 01 10 Operating Transfers-Out	400,000.00	400,000.00	200,000.00	200,000.00	400,000.00	400,000.00	

5 YEAR BUDGET COMPARISON

CITY OF LIBERTY LAKE
MCAG #: 2757

Time: 15:53:17 Date: 10/14/2019
Page: 5

110 Street Fund

Account	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2019 Appropriated	2020 Proposed	Comment
597 Transfers Out	400,000.00	400,000.00	200,000.00	200,000.00	400,000.00	400,000.00	
508 80 01 10 Unreserved Ending Cash/Investments	0.00	0.00	0.00	0.00	215,958.00	177,229.00	
999 Ending Balance	0.00	0.00	0.00	0.00	215,958.00	177,229.00	
TOTAL EXPENDITURES:	1,169,713.33	1,439,794.92	1,518,075.79	689,765.30	1,308,881.00	1,408,160.00	
FUND GAIN/LOSS:	215,400.89	263,492.04	262,578.97	385,452.22	0.00	0.00	

**Parks & Art Fund
Special Revenue Fund 111**

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Beginning Balances	\$ -	\$ -	\$ -	\$ 32,749	#DIV/0!
Transfer In from General Fund	-	-	34,500	61,500	78%
Interest & Other Earnings	-	-	500	500	0%
Special Capital Projects Fund Total Resources	\$ -	\$ -	\$ 35,000	\$ 94,749	

**Parks & Art Fund
Special Revenue Fund 111**

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Special Events	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Capital - Public Art	-	-	35,000	68,500	96%
Fund Balance	-	-	-	26,249	#DIV/0!
Special Capital Projects Fund Total Uses	\$ -	\$ -	\$ 35,000	\$ 94,749	

Notes

Capital Outlay

\$35K for Orchard Park Sculptures Garden, \$20K for Goat Statue Mascots, \$5k for Beautification. \$7K carryover from 2019 Projects.

Tourism Promotion Fund Resources
Special Revenue Fund 115

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Beginning Balances	\$ 12,075	\$ 10,074	\$ 2,000	\$ 2,000	0%
Taxes - Hotel/ Motel Tax 2%	58,160	57,282	62,000	59,000	-5%
Interest & Other Earnings	216	652	200	200	0%
Tourism Promotion Fund Total Resources	\$ 70,452	\$ 68,008	\$ 64,200	\$ 61,200	-5%

Tourism Promotion Fund Uses
Special Revenue Fund 115

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Services & Charges	\$ 60,377	\$ 58,500	\$ 63,000	\$ 59,000	-6%
Fund Balance	-	-	1,200	2,200	83%
Tourism Promotion Fund Total Uses	\$ 60,377	\$ 58,500	\$ 64,200	\$ 61,200	-5%

Notes

Services & Charges

Tourism dollars are generated from hotel stays and are restricted for use on events that bring tourists to this area.

TOURISM PROMOTION CAPITAL FUND
Special Revenue Fund 116

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Beginning Balances	\$ 28,827	\$ 66,930	\$ 104,000	\$ 126,679	22%
Taxes - Hotel/ Motel Tax 2%	37,674	37,157	35,000	36,000	3%
Interest & Other Earnings	429	1,640	1,000	1,500	50%
Tourism Promotion Capital Total Resources	\$ 66,930	\$ 105,727	\$ 140,000	\$ 164,179	17%

TOURISM PROMOTION CAPITAL FUND
Special Revenue Fund 116

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Supplies	\$ -	\$ -	\$ -	\$ -	0%
Services & Charges	-	-	-	-	0%
Fund Balance	-	-	140,000	164,179	17%
Tourism Promotion Fund Total Uses	\$ -	\$ -	\$ 140,000	\$ 164,179	17%

Notes

General

Fund was created in 2016 to capture an additional 1.3% for capital projects related to Tourism.

Tourism Promotion Area (TPA) Resources
Special Revenue Fund 117

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Beginning Balances	\$ 6,199	\$ 4,730	\$ -	\$ -	#DIV/0!
Taxes - Tourism Promotion Area	63,370	39,298	60,000	60,000	0%
Interest On Contracts, Notes, Taxes & Loans	48	50	50	50	0%
Interest & Other Earnings	158	128	50	100	100%
Tourism Promotion Area (TPA) Total Resources	\$ 69,775	\$ 44,206	\$ 60,100	\$ 60,150	0%

Tourism Promotion Area (TPA) Uses
Special Revenue Fund 117

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Services & Charges	\$ 65,045	\$ 44,206	\$ 60,100	\$ 60,150	0%
Fund Balance	-	-	-	-	#DIV/0!
Tourism Promotion Area (TPA) Total Uses	\$ 65,045	\$ 44,206	\$ 60,100	\$ 60,150	0%

Notes

Use of Fund

Monies generated in the fund are paid to the Spokane Regional Convention and Visitors Bureau as described in the interlocal agreement.

**Restricted Reserve Fund Resources
Special Revenue Fund 120**

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Beginning Balances	\$ 1,229,612	\$ 1,238,602	\$ 1,248,156	\$ 1,285,930	3%
Gains (Losses) On Investments	-	19,564	-	-	#DIV/0!
Interest & Other Earnings	8,990	11,362	9,000	15,000	67%
Restricted Reserve Fund Total Resources	\$ 1,238,602	\$ 1,269,528	\$ 1,257,156	\$ 1,300,930	3%

**Restricted Reserve Fund Uses
Special Revenue Fund 120**

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Fund Balance	\$ -	\$ -	\$ 1,257,156	\$ 1,300,930	3%
Restricted Reserve Fund Total Uses	\$ -	\$ -	\$ 1,257,156	\$ 1,300,930	3%

Notes

Fund

Restricted Reserve Fund-The Restricted Reserve Fund is generally maintained at 15% of the General Fund's projected or actual, if known, operating revenues for the fiscal year. Policies for management and use of the Restricted Reserve Fund are outlined in City of Liberty Lake Ordinance No. 107-D. Per policy, this Fund should be at a minimum of \$1,114,500 for 2020.

**City Land LTGO Bond Fund Uses
Debt Service Fund 214**

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Other Financing Sources, Transfer - In from General Fund	\$ 161,512	\$ 161,520	\$ 161,521	\$ 80,760	-50%
City Land LTGO Bond Fund Total Resources	\$ 161,512	\$ 161,520	\$ 161,521	\$ 80,760	-50%

**City Land LTGO Bond Fund Uses
Debt Service Fund 214**

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Debt Service - Principle	\$ 139,771	\$ 146,140	\$ 146,140	\$ 78,983	-46%
Debt Service - Interest & Related Costs	21,741	15,380	15,381	1,777	-88%
Fund Balance	-	-	-	-	#DIV/0!
City Land LTGO Bond Fund Total Uses	\$ 161,512	\$ 161,520	\$ 161,521	\$ 80,760	-50%

Notes

Fund

The Debt on this Bond will be paid in full in June of 2020. The Bond was for the purchase of the 6.4 Acres which now includes Town Square Park.

**Capital Projects Fund Resources
REET 1 Capital Project Fund 310**

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Beginning Balances	\$ 533,330	\$ 967,563	\$ 200,000	\$ 262,191	31%
Taxes-REET 1st Quarter Percent	427,213	523,925	300,000	350,000	17%
LIFT-Local Grants,Entitlements & Other Payments	-	-	1,861,000	1,861,000	0%
Transfer - In	-	75,000	-	-	#DIV/0!
Interest & Other Earnings	7,020	14,854	5,000	1,500	-70%
Capital Projects Fund Total Resources	\$ 967,563	\$ 1,581,342	\$ 2,366,000	\$ 2,474,691	5%

**Capital Projects Fund Uses
REET 1 Capital Projects Fund 310**

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
LIFT Match	-	150,000	150,000	100,000	-33%
Capital Outlay	-	-	1,382,000	597,000	-57%
Other Financing Uses, Transfer - Out	-	1,400,000	275,000	-	-100%
Fund Balance	-	-	559,000	1,777,691	218%
Capital Projects Fund Total Uses	\$ -	\$ 1,550,000	\$ 2,366,000	\$ 2,474,691	5%

Notes

**Grants,Entitlements &
Other Payments**

Reimbursement for Orchard Park from TIF/LIFT

LIFT Match

The City will use REET \$ for the 2020 LIFT Match

Capital Outlay

\$147K for LLPD Backup Generator CFP A-7. \$250K carryover from 2019 for Pavillion Park Irrigation CFP A-1. \$175K for Mission Ave CFP#48 (Northside West of Harvest Parkway)

Special Capital Projects Fund Resources
REET 2 Capital Project Fund 311

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Beginning Balances	\$ 734,506	\$ 1,025,227	\$ 200,000	\$ 200,467	0%
Taxes-REET 2nd Quarter Percent	427,213	523,925	300,000	350,000	17%
LIFT-Local Grants,Entitlements & Other Payments	-	-	1,300,000	1,300,000	0%
Interest & Other Earnings	8,203	16,492	5,000	1,500	-70%
Special Capital Projects Fund Total Resources	\$ 1,169,922	\$ 1,565,643	\$ 1,805,000	\$ 1,851,967	3%

Special Capital Projects Fund Uses
REET 2 Capital Projects Fund 311

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
LIFT Match	\$ -	\$ 150,000	\$ 150,000	\$ 100,000	-33%
Capital Outlay	-	-	1,084,000	700,000	-35%
Transfer Out Orchard Par Fund Balance	144,696	1,400,000	275,000	-	-100%
	-	-	296,000	1,051,967	255%
Special Capital Projects Fund Total Uses	\$ 144,696	\$ 1,550,000	\$ 1,805,000	\$ 1,851,967	3%

Notes

**Other Financing
Uses, Transfer - Out**

Reimbursement for Orchard Park from TIF/LIFT

LIFT Match

The City will use REET \$ for the 2020 LIFT Match

Capital Outlay

\$700K for Public Works Yard Development. CFP #28.

**Street Capital Projects Fund Resources
Capital Project Fund 312**

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Beginning Balances	\$ 497,716	\$ 66,223	\$ 370,000	\$ 184,160	-50%
Grant(s)	1,067,351	402,935	558,440	588,000	5%
Interest & Other Earnings	2,874	3,143	1,000	1,000	0%
Other Financing Sources, Transfer-In	715,000	400,000	400,000	400,000	0%
Street Capital Projects Fund Total Resources	\$ 2,282,940	\$ 872,301	\$ 1,329,440	\$ 1,173,160	-12%

**Street Capital Projects Fund Uses
Capital Projects Fund 312**

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Salaries & Wages	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Benefits	-	-	-	-	#DIV/0!
Professional Services	-	-	-	-	#DIV/0!
Transfer Out Harvard Rd Bridge	-	180,000	-	-	#DIV/0!
Capital Outlay	2,216,717	512,468	775,000	925,000	19%
Fund Balance	-	-	554,440	248,160	-55%
Street Capital Projects Fund Total Uses	\$ 2,216,717	\$ 692,468	\$ 1,329,440	\$ 1,173,160	-12%

Notes

Capital Outlay

\$840K for CFP A-12 Liberty Lake Rd from Sprague to Country Vista. \$50K for Annual Residential street maintenance. \$35K for smart signal control.

Grants

\$588K TIB Grant for CFP A-12 Liberty Lake Rd from Sprague to Country Vista.

**ORCHARD PARK Capital Project Fund
Capital Project Fund 314**

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Beginning Balances	\$ -	\$ 4,295	\$ 12,062	\$ 12,062	0%
Investment Interest	55	1,972	500	500	0%
Misc. Revenue	-	-	-	-	#DIV/0!
Transfer In	144,696	3,060,860	998,948	1,000,000	0%
Special Capital Projects Fund Total Resources	\$ 144,751	\$ 3,067,128	\$ 1,011,510	\$ 1,012,562	0%

**ORCHARD PARK Capital Project Fund
Capital Project Fund 314**

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Salaries & Wages	\$ -	\$ 23,640	\$ -	\$ -	#DIV/0!
Benefits	-	2,156	-	-	#DIV/0!
Professional Services	140,099	4,849	-	-	#DIV/0!
Capital Outlay	356	2,443,044	1,011,510	1,012,562	0%
Fund Balance	-	-	-	-	#DIV/0!
Special Capital Projects Fund Total Uses	\$ 140,455	\$ 2,473,689	\$ 1,011,510	\$ 1,012,562	0%

Notes

Capital Outlay Estimate carryover for 2019 Pavilion construction.

**Harvard Road Bridge Widening Fund
Capital Project Fund 318**

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Beginning Balances	\$ -	\$ -	\$ 980,000	\$ -	-100%
Intergovernmental Revent	-	800,000	-	-	#DIV/0!
Investment Interest	-	3,066	5,000	-	-100%
Transfer In From Str Capital Fund	-	180,000	-	-	#DIV/0!
Special Capital Projects Fund Total Resources	\$ -	\$ 983,066	\$ 985,000	\$ -	-100%

**Harvard Road Bridge Widening Fund
Capital Project Fund 318**

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Capital Outlay	\$ -	\$ 16,263	\$ 980,000	\$ -	-100%
Fund Balance	-	-	5,000	-	-100%
Special Capital Projects Fund Total Uses	\$ -	\$ 16,263	\$ 985,000	\$ -	-100%

Notes

Capital Outlay

Design of Harvard Road Bridge Widening Design. Design completed in 2019. Construction scheduled to start in 2020.

**Henry Rd Project: from Mission to Appleway
Capital Project Fund 319**

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Beginning Balances	\$ -	\$ -	\$ -	\$ -	#DIV/0!
LIFT, Grants, Other Entitlements	-	-	-	850,000	#DIV/0!
Henry Rd Project Fund Total Resources	\$ -	\$ -	\$ -	850,000	#DIV/0!

**Henry Rd Project: from Mission to Appleway
Capital Project Fund 319**

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Salary and Wages	-	-	-	-	#DIV/0!
Capital Outlay	\$ -	\$ -	\$ -	850,000	#DIV/0!
Fund Balance	-	-	-	-	#DIV/0!
Henry Rd Project Fund Total Uses	\$ -	\$ -	\$ -	\$ 850,000	#DIV/0!

Notes

Capital Outlay

Henry Road Project: Mission to Appleway. Joint project to build an overpass between Mission and Appleway to connect the North and South side of Liberty Lake. 2020 expenses includes design of Henry Rd and staff costs. Project is reimbursable through the TIF/LIFT.

**Harvard Road Mitigation Fund Resources
Capital Project Fund 320**

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Beginning Balances	\$ 239,595	\$ 303,695	\$ 461,462	\$ 572,752	24%
Mitigation Fee	287,894	221,060	205,000	205,000	0%
Interest & Other Earnings	3,861	7,653	6,000	6,500	8%
Other Financing Sources, Transfer-In	-	-	385,000	-	-100%
Harvard Road Mitigation Fund Total Resources	\$ 531,349	\$ 532,408	\$ 1,057,462	\$ 784,252	-26%

**Harvard Road Mitigation Fund Uses
Capital Project Fund 320**

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
LIFT Match	\$ 100,000	\$ -	\$ 75,000	\$ 75,000	0%
Professional Services	38	-	-	-	#DIV/0!
Capital Outlay	127,616	-	661,500	305,000	-54%
Transfer-Out	-	75,000	-	-	#DIV/0!
Fund Balance	-	-	320,962	404,252	26%
Harvard Road Mitigation Fund Total Uses	\$ 227,654	\$ 75,000	\$ 1,057,462	\$ 784,252	-26%

Notes

Capital Outlay

\$75K for Network Analysis update and corridor study CFP# 28&29. \$115K for CVSD High School Main Entrance TIP#12. \$115K for Legacy Ridge Improvements CFP#19.

LIFT Match

2020 LIFT Match

Library Capital Fund Resources
Capital Project Fund 330

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Beginning Balances	\$ 90,561	\$ 106,435	\$ 107,690	\$ 124,548	16%
Interest & Other Earnings	874	2,062	1,500	2,000	33%
Other Financing Sources, Transfer-in	15,000	15,531	16,298	17,458	7%
Library Capital Fund Total Resources	\$ 106,435	\$ 124,029	\$ 125,488	\$ 144,006	15%

Library Capital Fund Uses
Capital Project Fund 330

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Capital Outlay	\$ -	\$ -	\$ 60,000	\$ 60,000	0%
Fund Balance	-	-	65,488	84,006	28%
Library Capital Fund Total Uses	\$ -	\$ -	\$ 125,488	\$ 144,006	15%

Notes

Capital Outlay Actual dollar amount will be based on Space Needs Assessment.

MUNICIPAL FACILITIES FUND MASTER PLAN
Capital Project Fund 331

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Beginning Balances	\$ -	\$ 351,282	\$ 355,420	\$ 357,014	0%
Interest & Other Earnings	1,282	6,782	4,500	5,500	22%
Other Financing Sources, Transfer-in	350,000	-	-	-	#DIV/0!
Capital Fund Total Resources	\$ 351,282	\$ 358,064	\$ 359,920	\$ 362,514	1%

MUNICIPAL FACILITIES FUND MASTER PLAN
Capital Project Fund 331

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Professional Services	\$ -	\$ 6,909	\$ 100,000	\$ 100,000	0%
Fund Balance	-	-	259,920	262,514	1%
Capital Fund Total Uses	\$ -	\$ 6,909	\$ 359,920	\$ 362,514	1%

Notes

Fund Use \$100K for CIP #1 for Trailhead Master Plan

**Police Capital Fund Resources
Capital Project Fund 334**

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Beginning Balances	\$ 7,803	\$ 57,879	\$ 58,557	\$ 59,993	2%
Interest & Other Earnings	75	1,118	900	1,200	33%
Other Financing Sources, Transfer-in	50,000	-	-	-	#DIV/0!
Police Capital Fund Total Resources	\$ 57,879	\$ 58,997	\$ 59,457	\$ 61,193	3%

**Police Capital Fund Uses
Capital Project Fund 334**

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Capital Outlay	\$ -	\$ -	\$ 25,000	\$ 60,000	140%
Fund Balance	-	-	34,457	1,193	-97%
Police Capital Fund Total Uses	\$ -	\$ -	\$ 59,457	\$ 61,193	3%

Notes

Capital Outlay Police Capital Needs

COMMUNITY MESSAGING FUND
Capital Project Fund 335

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Beginning Balances	\$ 100,000	\$ 50,450	\$ 88,219	\$ 90,381	2%
Interest & Other Earnings	766	1,436	1,000	1,400	40%
Other Financing Sources, Transfer-in	-	40,000	-	-	#DIV/0!
Police Capital Fund Total Resources	\$ 100,766	\$ 91,886	\$ 89,219	\$ 91,781	3%

COMMUNITY MESSAGING FUND
Capital Project Fund 335

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Professional Services	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Capital Outlay	50,316	3,006	10,000	-	-100%
Fund Balance	-	-	79,219	91,781	16%
Police Capital Fund Total Uses	\$ 50,316	\$ 3,006	\$ 89,219	\$ 91,781	3%

Notes

No Appropriation for 2020.

UNDERGROUND UTILITY FUND
Capital Project Fund 336

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Beginning Balances	\$ 25,021	\$ 50,263	\$ 75,979	\$ 102,888	35%
Interest & Other Earnings	242	1,286	1,000	1,500	50%
Other Financing Sources, Transfer-in	25,000	25,000	25,000	25,000	0%
Police Capital Fund Total Resources	\$ 50,263	\$ 76,548	\$ 101,979	\$ 129,388	27%

UNDERGROUND UTILITY FUND
Capital Project Fund 336

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Capital Outlay	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Fund Balance	-	-	101,979	129,388	27%
Police Capital Fund Total Uses	\$ -	\$ -	\$ 101,979	\$ 129,388	27%

Notes

BUILDING CONTINGENCY FUND
Capital Project Fund 337

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Beginning Balances	\$ 86,000	\$ 131,861	\$ 133,417	\$ 136,686	2%
Interest & Other Earnings	830	2,555	2,000	3,000	50%
Other Financing Sources, Transfer-in	45,031	-	-	-	#DIV/0!
Police Capital Fund Total Resources	\$ 131,861	\$ 134,416	\$ 135,417	\$ 139,686	3%

BUILDING CONTINGENCY FUND
Capital Project Fund 337

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Capital Outlay	\$ -	\$ -	\$ 125,000	\$ 125,000	0%
Fund Balance	-	-	10,417	14,686	41%
Police Capital Fund Total Uses	\$ -	\$ -	\$ 135,417	\$ 139,686	3%

Notes

Capital Outlay

Dedicated dollars for unexpected expenses related to facilities. Examples would be emergency roof repairs which have occurred at both PD and Trailhead.

Stormwater Utility Fund Resources
Enterprise Fund 410

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Beginning Balances	\$ 174,474	\$ 134,225	\$ 107,457	\$ 116,838	9%
Stormwater Utility Revenue	66,670	77,544	66,000	77,000	17%
Interest & Other Earnings	1,463	2,116	1,500	2,000	33%
Stormwater Utility Fund Total Resources	\$ 242,608	\$ 213,885	\$ 174,957	\$ 195,838	12%

Stormwater Utility Fund Uses
Enterprise Fund 410

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Salaries & Wages	\$ 7,741	\$ 6,960	\$ 36,568	\$ 28,797	-21%
Benefits	3,439	3,700	18,596	13,509	0%
Supplies	18,100	7,346	15,000	13,000	-13%
Professional Services	70,709	44,924	67,433	67,433	0%
Debt Service	-	4,224	3,065	3,187	4%
Debt Svc-Interest & Related Costs	-	-	1,159	1,038	-10%
Capital Outlays	8,393	31,353	-	-	#DIV/0!
Other Financing Sources, Transfer-in	-	-	-	-	#DIV/0!
Fund Balance	-	-	33,136	68,874	108%
Stormwater Utility Fund Total Uses	\$ 108,383	\$ 98,507	\$ 174,957	\$ 195,838	12%

Notes

Revenue

Fees that are collected are for the maintenance and care of the Storm water facility

Aquifer Protection Fund Resources
Enterprise Fund 411

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Beginning Balances	\$ 146,904	\$ 165,289	\$ 194,442	\$ 227,590	17%
Real & Personal Property Taxes-Aquifer Protection	46,818	50,230	47,000	50,000	6%
Interest & Other Earnings	1,567	3,490	2,500	3,500	40%
Aquifer Protection Fund Total Resources	\$ 195,289	\$ 219,009	\$ 243,942	\$ 281,090	15%

Aquifer Protection Fund Uses
Enterprise Fund 411

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Salaries & Wages	\$ -	\$ -	\$ 36,568	\$ 28,797	-21%
Benefits	-	375	18,596	13,053	-30%
Professional Services	30,000	3,667	40,000	40,000	0%
Capital Outlays	-	-	-	-	#DIV/0!
Fund Balance	-	-	148,778	199,240	34%
Aquifer Protection Fund Total Uses	\$ 30,000	\$ 4,042	\$ 243,942	\$ 281,090	15%

Notes

**Aquifer Protection
Fund**

This is a new fund that was established in 2013. APA revenue received from County along with property taxes.

Golf Operations Fund Resources
Enterprise Fund 420

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Beginning Balances	\$ 111,041	\$ 84,541	\$ 202,850	\$ 215,907	6%
Charges for Services	381,022	436,249	382,100	404,700	6%
Equipment Rental Fees	41,112	44,826	44,000	48,600	10%
Other- Miscellaneous Revenues	38,434	38,287	42,500	42,500	0%
Interest & Other Earnings	229	982	315	300	-5%
Non Revenues	81,170	89,468	81,000	82,000	1%
Golf Operations Fund Total Resources	\$ 653,007	\$ 694,353	\$ 752,765	\$ 794,007	5%

Golf Operations Fund Uses
Enterprise Fund 420

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Salaries & Wages	\$ 130,580	\$ 139,497	\$ 148,481	\$ 156,644	5%
Benefits	53,170	50,459	54,565	55,555	2%
Supplies	143,719	164,226	152,800	153,100	0%
Services & Charges	100,221	100,787	98,500	99,000	1%
Capital Outlays	70,786	4,641	89,000	45,667	-49%
Non Expenditures	69,990	81,380	72,000	78,000	8%
Fund Balance	-	-	137,419	206,041	50%
Golf Operations Fund Total Uses	\$ 568,466	\$ 540,991	\$ 752,765	\$ 794,007	5%

Notes

Capital Outlays Includes a new golf picker cart for \$18K.

5 YEAR BUDGET COMPARISON

CITY OF LIBERTY LAKE
MCAG #: 2757

Time: 16:53:25 Date: 10/10/2019
Page: 1

420 Golf Operations Fund

Account	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2019 Appropriated	2020 Proposed	Comment
308 10 04 20 Golf Cash Drawer Reserved	400.00	400.00	400.00	400.00	400.00	400.00	
308 80 04 20 Unreserved Beginning Cash/Investments	200,872.14	110,640.65	84,140.95	152,962.19	202,450.00	215,507.00	EF 092619
308 Beginning Balances	201,272.14	111,040.65	84,540.95	153,362.19	202,850.00	215,907.00	
341 70 00 00 Pro Shop Sales	55,777.14	52,414.45	63,175.40	56,191.22	52,000.00	58,000.00	
347 30 00 03 Season Passes	23,438.81	26,717.75	24,945.20	15,950.90	23,000.00	24,000.00	
347 30 00 04 Green Fees	221,360.28	193,186.31	221,376.89	249,289.54	200,000.00	210,000.00	
347 30 00 06 Lesson & Clinic Fees	12,666.88	8,772.73	9,488.18	12,528.90	9,000.00	9,500.00	
347 30 00 07 Driving Range Fees	101,543.24	96,217.50	113,562.44	108,684.20	95,000.00	100,000.00	
347 30 00 08 Golf Cart Trail Fees	2,127.04	2,608.94	2,459.99	1,683.06	2,000.00	2,000.00	
347 30 00 10 School Driving Range Fees	1,103.97	1,103.97	1,240.80	1,240.42	1,100.00	1,200.00	
340 Charges For Services	418,017.36	381,021.65	436,248.90	445,568.24	382,100.00	404,700.00	
361 40 04 20 Interest - Checking	11.96	16.00	20.01	0.00	15.00	0.00	No budget
362 00 00 00 Golf Club Rentals	1,959.60	1,442.85	1,782.86	2,292.21	2,000.00	2,200.00	
362 00 00 01 Pull Cart Fees	4,390.24	3,378.24	4,305.60	3,879.48	3,000.00	3,400.00	
362 00 00 02 Golf Cart Rental Fees	37,465.62	36,290.71	38,737.74	46,488.81	39,000.00	40,000.00	
362 00 00 03 Restaurant Lease	38,209.00	37,800.00	38,000.00	31,500.00	42,000.00	42,000.00	
362 00 00 06 Finn Scooter Rental	0.00	0.00	0.00	716.00	0.00	3,000.00	
367 00 00 00 Contributions,Donations Frm Nongovernmental Sources	1,000.00	0.00	0.00	0.00	0.00	0.00	
369 81 04 20 Cash Overages/Shortage	-900.42	16.00	0.00	28.00	0.00	0.00	
369 91 00 01 Other Miscellaneous Revenue	575.86	618.32	286.79	510.00	500.00	500.00	
360 Miscellaneous Revenue	82,711.86	79,562.12	83,133.00	85,414.50	86,515.00	91,100.00	
361 11 04 20 Investment Interest	293.56	213.20	962.48	712.55	300.00	300.00	
361 Investment Interest	293.56	213.20	962.48	712.55	300.00	300.00	
389 30 04 20 Gift Certificate Purchase	5,625.50	7,103.50	6,808.00	5,669.00	5,000.00	5,000.00	NC
389 30 04 21 Expense Reimbursement	5,215.69	6,359.28	5,725.93	3,970.99	5,000.00	5,000.00	NC
389 30 04 22 Promo Cards (punch Cards)	12,558.00	14,755.00	17,355.00	22,136.00	13,000.00	14,000.00	
389 30 04 23 Event Deposits-Prize Money	11,478.66	10,923.81	12,619.07	17,243.10	12,000.00	12,000.00	NC
389 30 04 24 Sales Tax	38,817.95	36,275.67	41,310.06	43,176.45	40,000.00	40,000.00	NC
389 30 04 25 Leasehold Excise Tax	4,519.68	5,752.32	5,649.60	4,622.40	6,000.00	6,000.00	NC
380 Non Revenues	78,215.48	81,169.58	89,467.66	96,817.94	81,000.00	82,000.00	
TOTAL REVENUES:	780,510.40	653,007.20	694,352.99	781,875.42	752,765.00	794,007.00	

5 YEAR BUDGET COMPARISON

CITY OF LIBERTY LAKE
MCAG #: 2757

Time: 16:53:25 Date: 10/10/2019
Page: 2

420 Golf Operations Fund

Account	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2019 Appropriated	2020 Proposed	Comment
576 61 10 08 Golf-Overtime	1,546.51	2,352.50	2,919.39	5,355.75	1,500.00	3,000.00	
576 61 10 13 Salaries & Wages-Golf	118,242.37	128,227.19	136,577.64	117,620.11	146,981.00	153,644.00	
010 Salaries and Wages	119,788.88	130,579.69	139,497.03	122,975.86	148,481.00	156,644.00	
576 61 20 01 Golf-Social Security & Medicare	5,573.54	5,902.59	6,487.63	6,223.31	7,574.00	8,198.00	
576 61 21 05 Golf-Retirement	14,289.49	16,094.33	17,408.16	14,693.54	19,051.00	20,145.00	
576 61 22 04 Golf-Medical/Life/LTD	24,629.06	24,993.50	18,289.54	14,068.08	18,775.00	18,775.00	
576 61 23 02 Golf-Labor & Industries	6,323.20	5,379.80	5,274.01	4,253.58	6,165.00	5,206.00	
576 61 24 08 Golf-Paid Family And Medical Leave	0.00	0.00	0.00	7.86	0.00	0.00	
576 61 24 13 Golf-Paid Family And Medical Leave	0.00	0.00	0.00	172.95	0.00	231.00	
576 61 28 09 HRA VEBA	800.00	800.00	3,000.00	3,000.00	3,000.00	3,000.00	
020 Personnel Benefits	51,615.29	53,170.22	50,459.34	42,419.32	54,565.00	55,555.00	
553 60 31 20 Weed Control Supplies	1,063.81	1,295.57	169.76	1,329.58	1,000.00	1,000.00	
576 61 31 00 Pro Shop Supplies	18,492.98	11,009.65	15,385.40	19,038.63	20,000.00	23,300.00	Inc 15 range mats
576 61 31 01 Publications	585.33	0.00	0.00	0.00	0.00	0.00	
576 61 31 02 Uniforms Shirts	1,542.90	981.32	1,694.34	1,025.70	1,800.00	1,800.00	
576 61 31 03 Maintenance Supplies	16,689.30	15,770.85	25,967.29	22,584.22	17,000.00	17,000.00	
576 61 31 04 Facilities Supplies	590.15	2,818.04	3,086.89	2,931.49	2,000.00	3,000.00	Incr based on past years use. JC
576 61 32 00 Golf Course-Fuel Consumed	11,444.32	12,554.38	15,753.22	15,472.83	12,000.00	12,000.00	
576 61 34 01 Pro Shop Merchandise	46,987.90	42,747.65	56,049.97	57,494.72	46,000.00	50,000.00	
576 65 31 01 Maintenance Of Golf Course	70,000.57	56,541.50	46,118.72	39,126.51	53,000.00	45,000.00	Adj for less irrigation breaks. JC
030 Supplies	167,397.26	143,718.96	164,225.59	159,003.68	152,800.00	153,100.00	
576 61 41 00 Golf Pro Shop-Professional Services	8,115.46	19,696.29	11,561.30	2,574.83	10,000.00	10,000.00	
576 61 41 01 Professional Services-Bank Fees	14,357.66	16,845.31	21,924.49	11,685.75	17,000.00	17,000.00	
576 61 41 02 Unemployment Claims-Golf Course	0.00	0.00	0.00	0.00	1,000.00	1,000.00	
576 61 41 03 Facilities - Professional Services	0.00	342.39	1,627.41	5,019.57	1,500.00	5,000.00	Incr due to aging infrastructure. JC
576 61 42 01 Golf Pro Shop-Telephone,Internet,Postage	3,095.37	2,797.49	3,238.97	2,364.69	3,000.00	3,000.00	
576 61 43 01 Golf Travel-Lodging,Meals,Mileage	2,794.95	3,407.11	2,577.03	2,165.57	2,500.00	2,500.00	
576 61 46 00 Golf-Insurance	12,452.25	13,440.06	15,522.57	16,182.64	15,000.00	15,000.00	
576 61 47 00 Golf Utilities-Elec/Gas,Wtr/Swr,Trsh	33,750.07	33,416.83	35,649.75	25,527.08	33,000.00	33,000.00	
576 61 48 01 Golf-Outside Labor & Materials	298.72	155.13	0.00	0.00	0.00	0.00	
576 61 48 02 Facilities - Outside Labor & Materials	1,958.27	0.00	0.00	0.00	0.00	0.00	
576 61 49 01 Golf-Dues,Subscriptions,Mbrships	1,973.00	2,011.52	3,478.37	1,633.66	2,500.00	2,500.00	
576 65 41 00 Professional Services-Golf Greens	3,745.20	6,981.56	5,207.28	7,710.70	13,000.00	10,000.00	Basing on past use. JC
576 65 48 00 Repairs & Maintenance-Outside Labor/materials	5,513.14	1,127.50	0.00	0.00	0.00	0.00	
040 Services	88,054.09	100,221.19	100,787.17	74,864.49	98,500.00	99,000.00	

5 YEAR BUDGET COMPARISON

CITY OF LIBERTY LAKE
MCAG #: 2757

Time: 16:53:25 Date: 10/10/2019
Page: 3

420 Golf Operations Fund

Account	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2019 Appropriated	2020 Proposed	Comment
576 Park Facilities	426,855.52	427,690.06	454,969.13	399,263.35	454,346.00	464,299.00	
589 30 04 20 Gift Certificate Redeemed	5,390.02	3,863.54	5,662.25	4,897.09	5,000.00	5,000.00	
589 30 04 22 Promo Cards Redeemed	12,307.95	12,063.85	15,390.80	20,286.85	13,000.00	14,000.00	
589 30 04 23 Events Redeemed-Prize Money	9,501.29	9,682.74	9,860.62	8,807.16	7,000.00	12,000.00	
589 30 40 21 Leasehold Excise Tax	0.00	0.00	0.00	4,622.40	6,000.00	6,000.00	
589 30 40 24 B&O/Use Tax	0.00	0.00	0.00	45,167.46	41,000.00	41,000.00	
040 Services	0.00	0.00	0.00	49,789.86	47,000.00	47,000.00	
589 30 04 21 Leasehold Excise Tax	4,519.68	6,185.32	6,676.80	0.00	0.00	0.00	
589 30 04 24 B&O/Use Tax	41,149.48	38,194.82	43,789.82	0.00	0.00	0.00	
050 Intergovernmental Services and Other	45,669.16	44,380.14	50,466.62	0.00			
580 Non Expenditures	72,868.42	69,990.27	81,380.29	83,780.96	72,000.00	78,000.00	
594 76 62 00 Golf-Buildings & Structures	0.00	0.00	0.00	12,402.50	0.00	0.00	
594 76 63 03 Golf-Other Improvements	188.98	225.63	0.00	0.00	0.00	0.00	
594 76 64 00 Golf-Furniture,Computers&Equip	134,180.46	70,560.29	4,641.38	80,257.95	89,000.00	48,167.00	Aerator, Pickup, Golf Picker, Trailer. JC
594 76 64 02 Golf Carts - Furniture,Computers&Equip	35,376.37	0.00	0.00	0.00	0.00	0.00	
060 Captial Outlays	169,745.81	70,785.92	4,641.38	92,660.45	89,000.00	48,167.00	
594 Capital Expenditures	169,745.81	70,785.92	4,641.38	92,660.45	89,000.00	48,167.00	
508 10 04 20 Golf Cash Drawer Reserved	0.00	0.00	0.00	0.00	400.00	400.00	
508 80 04 20 Unreserved Ending Cash/Investments	0.00	0.00	0.00	0.00	137,019.00	203,141.00	
999 Ending Balance	0.00	0.00	0.00	0.00	137,419.00	203,541.00	
TOTAL EXPENDITURES:	669,469.75	568,466.25	540,990.80	575,704.76	752,765.00	794,007.00	
FUND GAIN/LOSS:	111,040.65	84,540.95	153,362.19	206,170.66	0.00	0.00	

**Unemployment Fund Resources
Internal Service Fund 501**

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Beginning Balances	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Other Financing Sources, Transfer-In	9,769	12,521	25,000	20,000	-20%
Unemployment Fund Total Resources	\$ 9,769	\$ 12,521	\$ 25,000	\$ 20,000	-20%

**Unemployment Fund Uses
Internal Service Fund 501**

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Unemployment Claims	\$ 9,769	\$ 12,521	\$ 25,000	\$ 20,000	-20%
Fund Balance	-	-	-	-	#DIV/0!
Unemployment Fund Total Uses	\$ 9,769	\$ 12,521	\$ 25,000	\$ 20,000	-20%

Notes

**Medical Reimbursement (Bridge)
Internal Service Fund 502**

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Beginning Balances	\$ -	\$ -	\$ 165,575	\$ 159,442	-4%
Interest & Other Earnings	-	2,592	1,500	2,000	33%
Other Financing Sources, Transfer-In	-	175,000	30,000	30,000	0%
Health Reimbursement (Bridge) Fund Total Resources	\$ -	\$ 177,592	\$ 197,075	\$ 191,442	-3%

**Medical Reimbursement (Bridge)
Internal Service Fund 502**

Account Description	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	% Change
Health Insurance Claims	\$ -	\$ 28,309	\$ 175,000	\$ 175,000	0%
Fund Balance	-	-	22,075	16,442	-26%
Health Reimbursement (Bridge) Fund Total Uses	\$ -	\$ 28,309	\$ 197,075	\$ 191,442	-3%

Notes



EXECUTIVE SUMMARY

The draft 2020-2025 Capital Facilities Plan (CFP) reflects the following funding priorities for 2020:

- Harvard Road Bridge Widening & Ramp Improvements/ Henry Road Bridge;
- Trailhead Master Plan;
- Public Works Yard;
- Network Analysis & Corridor Study;
- Critical Asset Management for Parks & Public Facilities; and,
- Transportation Improvement Board (TIB) Grant Projects.

These priorities are consistent with the City's Strategic Plan, and priorities established by City Council in 2018.

All cost estimates within this draft CFP reflected the full cost of design, ROW acquisition (where applicable), construction, inspection, and contingency. This CFP was developed utilizing the adopted 2019-2024 Capital Facilities Plan, with modifications as based upon the approved 2020-2025 Transportation Improvement Plan, and updated cost information, where available. Asset Management Projects for Parks & Public Facilities reflect funding for specific maintenance projects identified in the asset management software, with prioritized maintenance projects front-loaded in 2020 to protect the City's existing investments. Utilities and Transportation Capital Projects by Others were updated, based upon input from Liberty Lake Water & Sewer District, and Greenstone.

The signal at the entrance to CVSD High School, and the Liberty Lake Road overlay are anticipated to receive TIBs grants in 2020, to cover 70% of the costs identified in CFP. Liberty Lake Road overlay will only be completed if TIB grant funding is approved.

Harvard Road Bridge Widening & Ramp Improvements was combined with Henry Road Bridge, consistent with the funding requirements, and reflect the full cost of the project. The Network Analysis required for updating the Harvard Road Impact Fees in 2020 is proposed to be combined with Country Vista Corridor Study, given the timing of the Corridor Study, to create an economy of effort, as well as potential cost savings. Projects that have been or will be completed in 2019 were removed, while ongoing projects with funding that will roll over into 2020 remain. The timing for some projects have been adjusted to accommodate identified priorities, given staffing levels and capacity.

Changes to the 2019-2024 CFP or the 2020-2025 TIP are identified by red text. Potential new projects, as have been identified by staff, the Mayor, individual Councilmembers, and members of the public, are highlighted in purple for further discussion.

Project descriptions are contained in Attachment A. A summary of the Asset Management Facility Projects is detailed in Attachment B. Note that Attachment B lists only equipment costs. The CFP includes engineering costs, taxes, and contingency where applicable.

ATTACHMENT A
2020-2025 CAPITAL FACILITIES PLAN
PROJECT DESCRIPTIONS

Parks & Public Facilities Capital Projects

Trailhead Facility Master Plan: Master Plan to determine future capital improvements at Trailhead. Steering Committee is currently reviewing submittals, and scheduling consultant interviews. Contract is anticipated to be approved by City Council in October, with the planning process expected to continue into 2020.

Trailhead Facility Upgrades: Placeholder for Trailhead Facility upgrades, as may be identified through the master planning process. If no action is recommended, critical maintenance will need to be completed as indicated in “Trailhead Improvements” under Parks & Public Facilities Asset Management.

Public Works Yard Development: Survey, clearing, grading, and permanent fencing to be completed in 2019. Permanent lighting, sidewalk, road widening, street trees & landscaping, paving, water & sewer, anticipated to be completed in 2020. Building anticipated to be constructed in 2021-2022.

Rocky Hill Park Shade Structure: City Council approved replacing the Rocky Hill Splash Pad, with a shade structure in the 2019-2024 CFP, due to cost and difficulties in permitting under new regulations. The shade structure was originally proposed to be purchased and installed in 2019, but is proposed to be rolled over in the 2020 budget.

Rocky Hill Parking Lot Expansion: Proposed expansion of the parking lot at Rocky Hill Park added for Council discussion. This project was not funded in the 2019-2024 CFP.

Rocky Hill Park Splash Pad: Proposed for possible reconsideration in the current CFP. Based on a 3,000 square foot design, the cost for design and construction with contingency is estimated at \$180,000. If City Council wishes to move forward with this project, it needs to determine what year and whether or not this replaces the Rocky Hill Park Shade Structure.

Town Square Master Plan: Given status of Trailhead Master Plan and other 2020 priority projects, staff recommends pushing this project out until at least 2021.

Town Square Park Expansion: Placeholder for Town Square Park Improvements and expansion, as may be identified through the master planning process.

Fallen Heroes Circuit Course- Orchard Park: Approved in the 2019-2024 CFP for design and installation in 2020. Proposed to be pushed out to 2021 to accommodate 2020 priorities.

Sound System for Orchard Park Pavilion: Staff recommendation for purchase and installation of sound system (similar to Pavillion Park sound system).

Orchard Park Community Gardens: Staff recommendation for installation at Orchard Park. Need to identify year of construction.

Library Facility Upgrades: Placeholder for Library facility improvements as may be identified in the Library needs assessment. If no action is recommended, critical maintenance will need to be completed as indicated in “Library Facility Improvements” under Parks & Public Facilities Asset Management.

Public Art: Funding proposal as recommended by the Parks & Art Commission.

Kiosks: Electronic public information kiosks to be piloted at Pavillion Park, the Library and Orchard Park. Staff recommends pushing out. Estimated cost is \$50,000 per kiosk. When funded, City will also need to incorporate funding for software maintenance in the operating budget.

River District Community Message Board: Location in River District to be determined.

Dog Park: Added for Council consideration, based upon a petition submitted to City Council. If funded, staff recommends putting funds for siting and design in one year, with construction funding for construction in the following year.

Expand City Hall Meeting Room: Proposed expansion of Council Chambers by enclosing the covered deck. The project was added for Council discussion; it was not funded in the 2019-2024 CFP.

Golf Cart Charging Stations: The addition of golf cart charging stations at unspecified City-owned facilities was added for Council discussion; it was not funded in the 2019-2024 CFP.

Council Chamber Recording Hardware: Equipment to allow the recording and posting of City Council & Commission meetings on the City’s webpage. In addition to the hardware cost, annual software licensing fees would need to be reflected in the City’s operating budget.

Parks & Public Facilities Asset Management: Asset management budgets for each of the public facilities listed below are based on the identified maintenance items from the asset management assessments, and as recommended by the asset management software. 2020 budgeted items reflect the prioritized maintenance items identified. See Attachment B, Asset Management Facility Summary for 2020. Note that Attachment B lists only equipment costs. The CFP includes engineering costs, taxes, and contingency where applicable.

- Pavillion Park Improvements
- Rocky Hill Park Improvements
- Trailhead Improvements
- Orchard Park Improvements
- Town Square Improvements
- Liberty Lake Ball Field Improvements
- City Hall Building Improvements

- Library Building Improvements
- Police Station Building Improvements
- Library / PD Site
- Public Works Yard Maintenance

Transportation Capital Projects

Harvard Rd Bridge Widening/ I-90 Westbound On-Ramp/Henry Road Overpass: Combines Harvard & Henry Roads, as state funding is intertwined, and depends on credits for ROW, etc. While timing of project is dependent on acquisition of County ROW and execution of contract with WSDOT, generally, design for Harvard Road Bridge widening will be completed by December, 2019, and is anticipated to go out for bid in February, 2020, with construction starting in July 2020 an extending into 2022. Henry Road Bridge design begins in 2020 with construction in 2021 & 2022. Note that CFP costs for this project reflect combined City-State costs.

Country Vista & Legacy Ridge Intersection Improvements: Intersection improvements to include design, construction, inspection and contingency, for intersection improvements to be determined by the Network Analysis and Corridor Study.

Country Vista Operational/Traffic Calming Improvements: Improvement costs to include design construction, inspection and contingency, traffic calming and operational corridor improvements to include landscape islands, pedestrian crossings, as may be identified in Network Analysis and Corridor Study, and repavement of Country Vista Drive, from Liberty Lake Road west to the City limits.

Country Vista & Mission Intersection Improvements: Intersection improvements to include design construction, inspection and contingency, for intersection improvements to be determined by the Network Analysis and Corridor Study.

Country Vista & Appleway Intersection Improvements: Intersection improvements to include design, construction, inspection and contingency, for the addition of a right turn lane.

Appleway Improvements - Fairway to E City Limits: Improvement costs to include design, construction, inspection and contingency, for road widening, sidewalks, swales, and street trees along frontages not subject to developer improvements, and the addition of medians consistent with Appleway Avenue's aesthetic corridor designation.

Mission Ave Frontage Improvements - Southside, City Limits east to Glenbrook: Acquisition of right-of-way, and design, construction, inspection and contingency for road widening, curbs, swales, street trees and sidewalks along the south side of Mission Avenue, from City limits east to Glenbrook.

Network Analysis Update & Corridor Study: Network Analysis Update required by Harvard Road Mitigation Plan/ original targeted for 2020, combined with Country Vista Corridor Study to determine needed intersection controls and pedestrian safety requirements based on projected growth. Given timing of signals resulting in the delay of Country Vista Corridor Study, these projects have been combined

to realize an economy of effort (as well as a potential cost savings). Project to begin with the installation of the Madson signal, with at least a partial rollover of funding for Country Vista Corridor Study into 2020.

Signal – CVSD HS Main Entrance: Addition of a signal at entrance to Ridgeline High School and Country Vista Drive. Project was submitted for a 2020 TIB grant, with 70% of the cost anticipated to be covered by the TIB grant.

Smart Signal Control: To provide signal coordination on Appleway and Liberty Lake /Harvard Road. Cost includes signal communication consultant, controller communication, installation and cloud storage.

Transportation Asset Management

Annual Residential Street Maintenance Allocation: Funding for implementation of a systematic plan for grind and overlay to maintain the quality and condition of existing residential streets. Note that in the 2019-2024 CFP, it was determined that it made sense to budget for the major overlay projects biennially to realize an economy of effort as well as an economy of scale, with patching as needed in the intervening years. Due to 2020 construction priorities, as well as critically needed repavement of several public facility parking lots, the major rotation originally planned for 2020 has been moved out to 2021, with subsequent years continuing to follow that pattern.

Liberty Lake Road Maintenance- Sprague Avenue to Country Vista Drive: Grind and overlay project scheduled for 2020 dependent on TIB grant approval to cover 70% of cost. If project not funded by TIB in 2020, staff recommends pushing out to a future year.

Mission – Country Vista to Molter- Grind and Overlay: This maintenance project, originally funded for 2020 as part of the Street Maintenance Allocation in the 2020-2025 TIP, is recommended to be pushed out to 2022, given relative roadway condition, and project priorities for 2020 and 2021.

Sprague Avenue Overlay: Potential grind and overlay project proposed for 2024 for possible TIB grant funding at 70%.

Trails & Pedestrian Pathways

Annual Pedestrian Crossing Allocation: Funding for pedestrian crossing improvements and flashing beacons, with 2020 project locations to be determined based upon prioritization policy, with future projects determined through Pedestrian Master Plan and prioritization policy. Note that \$25,000 was added in 2020 for replacement Ped Crossing to equipment keep in inventory.

Trail Lighting Master Plan: Originally budgeted for 2020, staff recommends pushing this project out to 2022, given 2020 and 2021 project priorities.

Pedestrian Trail –Selkirk MS to HUB: Paving of County Rail ROW to create a connection between Selkirk Middle School and the HUB for emergency evacuation purposes. \$150,000 in funding for this project was added to the 2020-2025 TIP in 2025 for this purpose.

Sidewalk Improvements- Madson, from Mission to Appleway: Proposed construction of missing sidewalks on either side of Madson, south of Appleway. This project was added for Council discussion; the project was not funded in the 2019-2024 CFP.

Sidewalk Improvements-Mission Ave, Northside, west of Harvest Parkway Roundabout: Sidewalk Improvements & road widening to close sidewalk gaps on the north side of Mission from City limits to SW corner of River Crossing East, and added funds Mission Ave Temporary Trail grindings in 2019). For 2020, roll over \$175,000 for 330 feet sidewalk gap on North side of Mission Ave, west of Caulfield & east of Aladdin.

Sidewalk Master Plan: Funding for potential project in 2021 to identify and prioritize pedestrian projects. Network analysis and corridor study to be completed in 2020 to inform this project.

Fleet Equipment

12M Grader lease: The three year lease for this equipment expires in 2020. The budget in 2021 shows the full purchase price for the equipment, however, staff will complete a lease-purchase cost-benefit analysis before making a decision to lease or purchase in 2021.

926M Loader: The three year lease for these two loaders expires in 2020. The budget in 2021 shows the full purchase price for the equipment, however, staff will complete a lease-purchase cost-benefit analysis before making a decision to lease or purchase in 2021.

305 Mini Ex: The three year lease for these two loaders expires in 2020. The budget in 2021 shows the full purchase price for the equipment, however, staff will complete a lease-purchase cost-benefit analysis before making a decision to lease or purchase in 2021.

Street Sweeper: Currently, the City contracts for street sweeping services on an as-needed basis. Staff will be submitting a grant application from the Washington's Section 319 Nonpoint Source Pollution to cover 75% of the purchase cost. The City will not move forward with this purchase unless the grant application is funded.

Scag Zero: Detail mower needed to maintain additional turf areas added in last year.

Freightliner: For use with sand/salt spreader needed for winter maintenance. Will also serve as a second truck for hauling materials.

5 Yard Sand/Salt Spreader: Sand/salt spreader needed for winter road and parking lot maintenance.

14K Tilt Deck Trailer: For use in hauling maintenance equipment.

Fleet Equipment Asset Management: The following Operations & Maintenance equipment is included the fleet equipment rotation, with the replacement schedule based on the equipment's useful life.

- JD Aercore 1500 Tractor Mount Aerator

- Pickup
- Pickup
- Kubota RTV with plow blade
- Pickup
- Pickup
- Zero Turn
- Zero Turn
- Turfcut
- Gator
- Gator
- Toro ReelMaster 3250D
- JD 2500A
- Club Car Golf Picker

Computer Equipment Asset Management: Computer and associated equipment in City inventory are in a 5-6 year rotation for replacement. Computer replacement includes hardware and operating system, but does not generally include software, which is addressed in the operating budget, most commonly through annual licenses.

Utilities-Capital Projects by Others: The following utility projects are developer driven, and will be constructed by others. They are included in the City's CFP, however, because they are eligible for reimbursement through TIF/LIFT.

- River District - Indiana Ave. Sewer (Trutina Development - Harvard Rd. to east of Harvard Rd.)
- River District - Indiana Ave. Water (Trutina Development - Harvard Rd. to east of Harvard Rd.)
- River District - Indiana Ave. Sewer (Bitterroot to Harvard Rd)
- River District - Indiana Ave. Water (W. Of Harvard Rd. to W. Boundary of Courtyard Plat 2013.PI0002)
- River District - Sewer Lift Station, Force Main, & Other Associated Improvements
- River District - Telido Station Offsite Sewer

- River District - Telido Station Offsite Water Main
- River District - Wellington St. Sewer
- River District - Wellington St. Water

Underground Utility Program (Liberty Lake Rd., Molter Rd., Mission Ave.)

Transportation Capital Projects by Others: The following transportation capital projects are developer driven, and will be constructed by others. They are included in the City's CFP, however, because they are eligible for reimbursement through TIF/LIFT.

- Harvard Rd & Indiana Ave Intersection Improvements
- Harvard Road & Wellington Roundabout
- Mission Improvements - Harvest Parkway east to Corrigan Road
- Indiana Ave. (Trutina Development - Harvard Rd. to east of Harvard Rd.)
- Indiana Ave. Water (Bitterroot to Harvard Rd.)
- Transit Parking
- Cataldo Extension & Connection
- Henry Road Improvements - Sprague to Country Vista Dr
- Indiana Ave Construction - Glenbrook Rd to East of Harvard Rd

ATTACHMENT B

Asset Management Facility Summary

Asset: Name	Brief Description	Commentary	Overall Condition	Action: Description	Urgency of Action	Cost	Priority
City Hall - Little House	No battery smoke detectors.	Need to install smoke detectors immediately.	Critical	Install Battery smoke detectors.	Urgent	\$ 1,000	High
City Hall - Main Building	Wood framed structure.	Structural issues with the middle of the building. The floor feels soft and is sagging which is causing cracked ceramic tiles.	Poor	Study and repair structural issues.	Urgent	\$ 43,240	High
Library	Standalone thermostats for each AHU.	Planning to change out to the Nest soon.	Poor	Replace thermostats.	High	\$ 27,696	High
Public Safety	Restroom exhaust fans.	Were not running in men's.	Good	Repair exhaust fans in men's.	High	\$ 2,527	Medium
*Public Safety	Solar power battery backup system.	System is not currently working.	Critical	Repair solar battery back-up system.	Urgent	\$ 120,000	Urgent
Public Safety/Library - Site	Asphalt parking lot.	Parking lot is original. Approaching the end of expected useful life.	Poor	Repave parking lot.	High	\$ 80,677	High
Public Safety/Library - Site	Asphalt parking lot.	Surface is original and in need of renewal. Parking lot is reported to be over capacity and should be expanded	Poor	Repave parking lot.	High	\$ 80,677	High
Public Safety/Library - Site	HPS exterior building mounted lighting.	Should be replaced with LEDs for energy saving.	Poor	Upgrade exterior lighting.	High	\$ 4,500	High
Trailhead Golf Course - Main Building	Concrete foundation.	There is some water infiltration on the front portion of the building which has caused some water damage and needs to be resolved.	Poor	Study and repair foundation.	Urgent	\$ 31,000	High
Trailhead Golf Course - Main Building	Stucco exterior wall finish.	Finish is original and needs repair.	Poor	Replace stucco wall finish.	High	\$ 17,691	High
Trailhead Golf Course - Main Building	Lava rock exterior wall finish.	Finish is original and needs repair.	Poor	Repair exterior lava rock wall finish.	High	\$ 3,000	High
Trailhead Golf Course - Main Building	Double pane metal frame windows.	Majority of windows are original and leaky.	Critical	Replace windows.	Urgent	\$ 45,055	High
Trailhead Golf Course - Main Building	1 roll-up door.	Door is original.	Critical	Replace roll-up door.	Urgent	\$ 9,158	High
Trailhead Golf Course - Main Building	Asphalt shingle roof and membrane. Membrane is from the end cap to about 3 ft up towards the ridge on both side of ridge.	Roof was replaced in 2016, but there are some drainage issues that need to be resolved in 2 spots.	Good	Repair roof and resolve drainage issues.	High	\$ 5,527	Medium
Trailhead Golf Course - Main Building	(2) sets of interior carpeted stairs.	Carpeting is probably original and in need of replacement.	Poor	Replace stair carpet finish.	High	\$ 7,400	High
Trailhead Golf Course - Main Building	(3) restrooms with standard plumbing fixtures.	Majority of plumbing fixtures are original in need of replacement.	Poor	Replace restroom plumbing fixtures.	High	\$ 43,414	High
Trailhead Golf Course - Main Building	Copper interior piping.	Piping has ongoing leaks throughout.	Poor	Replace domestic water piping.	High	\$ 17,535	High
Trailhead Golf Course - Main Building	Galvanized sanitary waste piping.	Piping has ongoing leaks throughout. Many repairs have been conducted since 2015.	Poor	Replace sanitary waste water piping.	High	\$ 16,883	High
Trailhead Golf Course - Main Building	Swamp cooler for the kitchen.	This is a portable unit for the Kitchen.	Poor	Replace swamp cooler.	High	\$ 3,587	High
Trailhead Golf Course - Main Building	Single thermostat.	Problems with temperature reported. The Pro Shop is always hotter or colder than the rest of the building.	Poor	There is a new Nest Thermostat. Issue of hot/cold may rest in the thermostat location. Also may want to look upgrading HVAC as a solution to hot/cold issue.	High	\$ 3,492	High
Trailhead Golf Course - Main Building	Main electrical system.	System is over capacity and outdated.	Poor	Replace main electrical equipment.	High	\$ 19,464	High
Trailhead Golf Course - Main Building	No battery smoke detectors.	Unable to locate. Was in yellow spot in picture.	Critical	Upgrade fire alarm system - New battery smoke detectors	Urgent	\$ 500	Urgent
Trailhead Golf Course - Main Building	Decommissioned security system.	System was removed but wiring still exists.	Poor	Install new security system.	High	\$ 5,150	High
Trailhead Golf Course - Site	Wood benches, railing on backside of building, wood deck on upper level	Study the structural integrity of the deck.	Poor	Study structural integrity of wood deck.	Urgent	\$ 5,000	High

*Not repairing solar. Adding a new generator - \$147k.

**CITY OF LIBERTY LAKE
SPOKANE COUNTY, WASHINGTON
ORDINANCE NO. 2019 - XXX**

**AN ORDINANCE OF THE CITY OF LIBERTY LAKE, WASHINGTON, ADOPTING
THE 2020 - 2025 CAPITAL FACILITIES PLAN**

WHEREAS, the Washington State Growth Management Act (GMA) requires counties and cities to prepare Capital Facilities Plans pursuant to RCW 36.70A, WAC 365-195, and related Chapters; and

WHEREAS, the City of Liberty Lake (City) has previously adopted and is currently updating its Comprehensive Plan, which includes Capital Facilities Element Goals and Policies and reference to the Capital Facilities Plan; and

WHEREAS, the Capital Facilities Plan provides supplemental information that complements the goals and policies of the Capital Facilities Element in the City's Comprehensive Plan; and

WHEREAS, the Capital Facilities Plan is a long-range financial plan that allows the City to prioritize public projects and identify funding sources; and

WHEREAS, the Washington State Department of Commerce provided the required 60-day review of the Capital Facilities Plan and noticed other state agencies of availability; and

WHEREAS, the City completed and circulated a SEPA checklist for adoption of the Capital Facilities Plan with a Threshold Determination; and

WHEREAS, the City has complied with SEPA and affirms the final Determination of Non-significance for this non-project action; and

WHEREAS, the City has provided notice of opportunities for participation to agencies, interested parties, and the public at large.

NOW THEREFORE, the City Council of the City of Liberty Lake, Washington does ordain as follows:

Section 1. Capital Facilities Plan Adoption. The City of Liberty Lake 2020-2025 Capital Facilities Plan is hereby adopted as set forth in Exhibit A, 2020- 2025 City of Liberty Lake Capital Facilities Plan, attached hereto and fully incorporated by reference.

Section 2. 6 Year Transportation Improvement Program Amendment. The City of Liberty Lake 2020-2025 Transportation Improvement Plan (6-Year TIP) is hereby amended to incorporate projects and funding levels detailed under "Transportation Capital Projects" and "Transportation Asset Management" in Exhibit A, The City of Liberty Lake 2020-2025 Capital Facilities Plan.

Section 3. Severability. In the event any one or more of the provisions of this Ordinance shall for any reason be held to be invalid, such invalidity shall not affect or invalidate any other provision of this Ordinance, but this Ordinance shall be construed and enforced as if such invalid provision had not been contained therein; PROVIDED, that any provision which shall for any reason be held by reason of its extent to be invalid shall be deemed to be in effect to the extent permitted by law.

Section 4. Effective Date. This Ordinance shall be in full force and effect five (5) days after publication of this Ordinance or a summary thereof in the official newspaper of the City as provided by law.

PASSED by the City Council this _____ day of December, 2019.

Steve Peterson, Mayor

ATTEST:

City Clerk, Ann Swenson

Approved As To Form:

City Attorney, Sean P. Boutz

Date of Publication: _____

Effective Date: _____

Ordinance No. 2019-XXX

**Adopting 2020-2025
Capital Facilities Plan**

EXHIBIT A

CITY OF LIBERTY LAKE 2020 CAPITAL INVESTMENT SUMMARY

2019 Project No.	PROJECT NAME/ LOCATION	2020
PARKS & PUBLIC FACILITIES CAPITAL PROJECTS		
1	Trailhead Facility Master Plan (Rollover portion from 2019)	TBD
3	Public Works Yard Development (rollover \$275,000 from 2019)	\$700,000
13	Public Art (\$7000 rolled over from 2019 into 2020)	\$68,500
19	Council Chamber Recording Hardware	\$25,950
TOTALS		\$ 794,450
PARKS & PUBLIC FACILITIES ASSET MANAGEMENT		
A-1	Pavillion Park Improvements (rollover 2019 funds for irrigation)	\$265,000
A-2	Rocky Hill Park Improvements	\$3,000
A-4	Orchard Park Improvements	\$41,000
A-5	Town Square Improvements	\$3,000
A-7	City Hall Building Improvements	\$50,000
A-8	Library Building /Police Station Improvements	\$237,700
TOTALS		\$ 599,700
TRANSPORTATION CAPITAL PROJECTS		
20	Harvard Rd Bridge Widening & I-90 Westbound On-Ramp Construction/Henry Road Overpass Design	\$4,325,000
21	Country Vista & Legacy Ridge Intersection Improvement Design	\$115,000
27	Network Analysis Update & Corridor Study	\$75,000
28	Signal - CVSD HS Main Entrance	\$115,000
29	Smart Signal Control	\$35,000
TOTALS		\$ 4,665,000
TRANSPORTATION ASSET MANAGEMENT		
A-10	Annual Residential Street Maintenance Allocation	\$50,000
A-11	Liberty Lake Road Maintenance- Sprague Avenue to Country Vista Drive	\$840,000
TOTALS		\$ 890,000
TRAILS & PEDESTRIAN PATHWAYS		
30	Annual Pedestrian Crossing Allocation	\$65,000
34	Sidewalk Improvements-Mission Ave , Northside, west of Harvest Parkway Roundabout	\$175,000
35	Sidewalk Master Plan	\$25,000
TOTALS		\$ 65,000

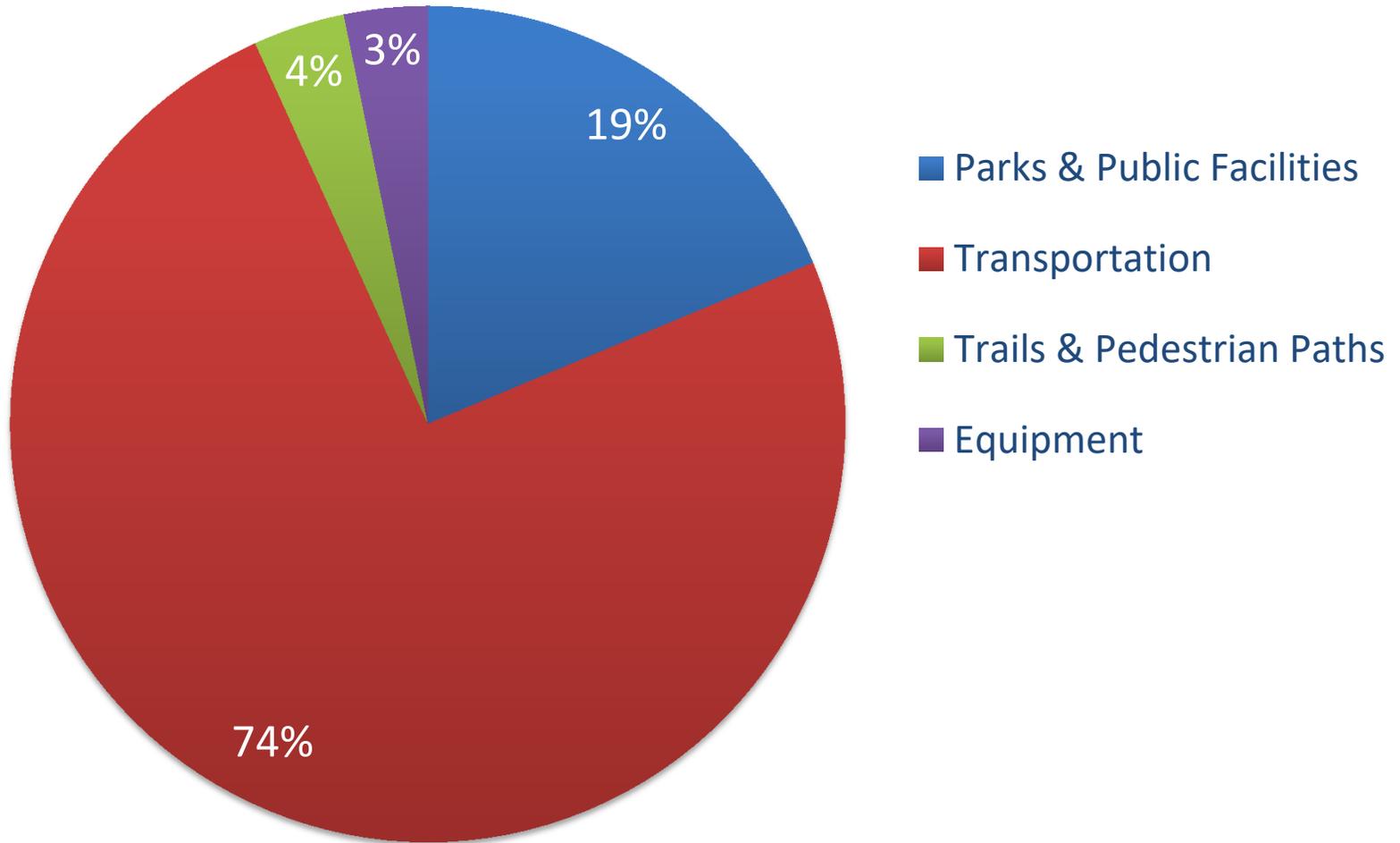
2019 Project No.	PROJECT NAME/ LOCATION	2020
FLEET EQUIPMENT		
36	12M Grader lease	\$ 34,905
37	926M Loader X2	\$ 31,549
38	305 Mini Ex	\$ 9,191
40	Scag Zero	\$15,000
42	5 Yard Sand/Salt Spreader	\$50,000
43	14K Tilt Deck Trailer	\$10,000
TOTALS		\$150,645
FLEET EQUIPMENT ASSET MANAGEMENT		
A-14	JD Aercore 1500 Tractor Mount Aerator	\$ 12,000
A-15	Pickup	\$ 50,000
A-28	Club Car Golf Picker	\$18,000
TOTALS		\$ 80,000
COMPUTER EQUIPMENT ASSET MANAGEMENT		
A-32	JOANN-2014 (Barbara)	\$800
A-40	LLL-WORKROOM	\$800
A-41	LLL-RONDA	\$800
A-49	LLPD-PC03	A-20
A-54	LLPD-PC09	\$1,000
A-55	LLPD-PC10	\$1,000
A-58	POLICE11	\$1,000
A-63	SHOP001-PC (Mic Curry)	\$800
A-64	SEASONAL-2013 (Break Roomk Shop)	\$800
A-65	LL-14-SHOP (Jeff Nelson)	\$800
A-80	ADMIN001-PC	\$800
A=81	CITYADMN2012	\$800
A-87	LL-15-MAYOR	\$800
TOTALS		\$ 10,200

COLOR LEGEND

BLUE = CAPITAL PROJECTS

RED=ASSET MANAGEMENT PROJECTS

City of Liberty Lake 2020 Capital Investments



CITY OF LIBERTY LAKE CAPITAL FACILITIES PLAN, 2020 - 2025 PROJECT LIST

2019 Project No.	PROJECT NAME/ LOCATION	PROJECT TOTAL (ALL YEARS)	Current Year 2019	2020	2021	2022	2023	2024	2025
PARKS & PUBLIC FACILITIES CAPITAL PROJECTS¹									
1	Trailhead Facility Master Plan	\$ 100,000	\$100,000	Rollover amount TBD					
2	Trailhead Facility Upgrades	TBD							
3	Public Works Yard Development (rollover \$275,000 from 2019)	\$ 1,510,000	\$150,000	\$700,000	\$360,000	\$300,000			
4	Rocky Hill Park Shade Structure	\$ 20,000			\$20,000				
5	Rocky Hill Parking Lot Expansion	TBD							
6	Rocky Hill Park Splash Pad	\$ 180,000							
7	Town Square Master Plan	\$ 75,000			\$75,000				
8	Town Square Park Expansion	TBD							
9	Fallen Heroes Circuit Course- Orchard Park	\$ 70,000			\$70,000				
10	Sound System for Orchard Park Pavillion	\$ 20,000			\$20,000				
11	Orchard Park Community Gardens	\$ 35,000							
12	Library Facility Upgrades	TBD							
13	Public Art (\$7000 rolled over from 2019 into 2020)	\$ 266,000		\$68,500	\$64,500	\$66,500	\$66,500	TBD	
14	Kiosks	\$ 150,000				\$50,000	\$50,000	\$50,000	
15	River District Community Message Board	\$ 20,000				\$20,000			
16	Dog Park	TBD							
17	Expand City Hall Meeting Room into Covered Porch	TBD							
18	Golf Cart Charging Stations at City Facilities	TBD							
19	Council Chamber Recording Hardware	\$ 40,950		\$25,950					\$15,000
	TOTALS	\$ 2,486,950		\$ 794,450	\$ 609,500	\$ 436,500	\$ 116,500	\$ 50,000	\$ 15,000
PARKS & PUBLIC FACILITIES ASSET MANAGEMENT									
A-1	Pavillion Park Improvements (rollover 2019 funds for irrigation)	\$ 340,000	\$0	\$265,000	\$15,000	\$15,000	\$15,000	15000	\$15,000
A-2	Rocky Hill Park Improvements	\$ 21,000	\$3,000	\$3,000	3000	\$3,000	\$3,000	\$3,000	\$3,000
A-3	Trailhead Improvements	TBD							
A-4	Orchard Park Improvements	\$ 41,000		\$41,000					
A-5	Town Square Improvements	\$ 21,000	\$3,000	\$3,000	3000	3000	3000	3000	3000
A-6	Liberty Lake Ball Field Improvements	\$							
A-7	City Hall Building Improvements	\$ 350,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
A-8	Library Building /Police Station Improvements	\$ 777,700	\$90,000	\$237,700	90000	\$90,000	90000	90000	\$90,000
A-9	Public Works Yard Maintenance	\$							
	TOTALS	\$ 1,550,700		\$ 599,700	\$ 161,000	\$ 161,000	\$ 161,000	\$ 161,000	\$ 161,000
TRANSPORTATION CAPITAL PROJECTS^{1,2}									
20	Harvard Rd Bridge Widening/ I-90 Westbound On-Ramp/Henry Road Overpass	\$ 17,250,000	\$800,000	\$4,325,000	\$7,800,000	\$4,325,000			
21	Country Vista & Legacy Ridge Intersection Improvements	\$ 575,000		\$115,000	\$460,000				
22	Country Vista Operational/Traffic Calming Improvements	Scott to provide cost estimate					design \$	construction \$	
23	Country Vista & Mission Intersection Improvements	\$ 575,000			\$115,000	\$460,000			
24	Country Vista & Appleway Intersection Improvements	\$ 160,000				\$40,000	\$120,000		
25	Appleway Improvements - Fairway to E City Limits	\$ 2,200,000				\$200,000	\$2,000,000		
26	Mission Ave Frontage Improvements - Southside, City Limits east to Glenbrook	\$ 750,000						\$50,000	\$700,000
27	Network Analysis Update & Corridor Study	\$ 100,000	\$25,000	\$75,000					
28	Signal - CVSD HS Main Entrance	\$ 575,000		\$115,000	\$460,000				
29	Smart Signal Control	\$ 35,000		\$35,000					
	TOTALS	\$ 22,220,000		\$ 4,665,000	\$ 8,835,000	\$ 5,025,000	\$ 2,120,000	\$ 50,000	\$ 700,000

2019 Project No.	PROJECT NAME/ LOCATION	PROJECT TOTAL (ALL YEARS)	Current Year 2019	2020	2021	2022	2023	2024	2025
TRANSPORTATION ASSET MANAGEMENT									
A-10	Annual Residential Street Maintenance Allocation	\$ 1,850,000	\$50,000	\$50,000	\$550,000	\$50,000	\$550,000	\$50,000	\$550,000
A-11	Liberty Lake Road Maintenance- Sprague Avenue to Country Vista Drive	\$ 840,000		\$840,000					
A-12	Mission - Country Vista to Molter- Grind and Overlay	\$ 400,000				\$400,000			
A-13	Sprague Avenue Overlay	\$ 1,126,500						\$1,126,500	
TOTALS		\$ 4,216,500		\$ 890,000	\$ 550,000	\$ 450,000	\$ 550,000	\$ 1,176,500	\$ 550,000
TRAILS & PEDESTRIAN PATHWAYS¹									
30	Annual Pedestrian Crossing Allocation	\$ 305,000	\$40,000	\$65,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000
31	Trail Lighting Master Plan	\$ 25,000				\$25,000			
32	Pedestrian Trail -Selkirk MS to HUB	\$ 150,000							\$150,000
33	Sidewalk Improvements -Madson, from Mission to Appleway	\$ 280,000				\$280,000			
34	Sidewalk Improvements-Mission Ave , Northside, west of Harvest Parkway Roundabout	\$ 466,200	\$291,200	\$175,000					
35	Sidewalk Master Plan	\$ 25,000		\$25,000					
TOTALS		\$ 305,000		\$ 65,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
FLEET EQUIPMENT									
36	12M Grader lease	\$ 269,810	\$ 34,905	\$ 34,905	\$ 200,000				
37	926M Loader X2	\$ 323,098	\$ 31,549	\$ 31,549	\$ 260,000				
38	305 Mini Ex	\$ 66,382	\$ 9,191	\$ 9,191	\$ 48,000				
39	Street Sweeper	\$ 300,000			\$ 300,000				
40	Scag Zero	\$ 15,000		\$15,000					
41	Freighliner	\$ 250,000					\$250,000		
42	5 Yard Sand/Salt Spreader	\$ 50,000		\$50,000					
43	14K Tilt Deck Trailer	\$ 10,000		\$10,000					
TOTALS		\$1,284,290		\$150,645	\$808,000	\$0	\$250,000	\$0	\$0
FLEET EQUIPMENT ASSET MANAGEMENT									
A-14	JD Aercore 1500 Tractor Mount Aerator	\$ 12,000		\$ 12,000					
A-15	Pickup	\$ 50,000		\$ 50,000					
A-16	Pickup	\$ 50,000				\$50,000			
A-17	Kubota RTV with plow blade	\$ 28,000					\$ 28,000		
A-18	Pickup	\$ 50,000					\$ 50,000		
A-19	Pickup	\$ 60,000				\$60,000			
A-20	Zero Turn	\$ 15,000			\$ 15,000				
A-21	Zero Turn	\$ 15,000			\$ 15,000				
A-22	Turfcut	\$ 25,000			\$ 25,000				
A-23	Gator	\$ 18,000			\$ 9,000		\$ 9,000		
A-24	Gator	\$ 18,000			\$ 9,000		\$ 9,000		
A-25	Gator						\$ 9,000		
A-26	Toro ReelMaster 3250D	\$ 45,000				\$ 45,000			
A-27	JD 2500A	\$ 45,000				\$ 45,000			
A-28	Club Car Golf Picker	\$ 18,000		\$18,000					
A-29	Totro Reclmaster 5410D Fairways						\$70,000		
TOTALS		\$ 449,000	\$	\$ 80,000	\$ 73,000	\$ 200,000	\$ 105,000	\$	\$

2019 Project No.	PROJECT NAME/ LOCATION	PROJECT TOTAL (ALL YEARS)	Current Year 2019	2020	2021	2022	2023	2024	2025
	COMPUTER EQUIPMENT ASSET MANAGEMENT								
A-30	INSPECTOR1-2013 (Rudy)	\$ 1,600	\$800						\$800
A-31	INSPECTOR2-2013 (Wayne)	\$ 1,600	\$800						\$800
A-32	JOANN-2014 (Barbara)	\$ 800		\$800					
A-33	INSPECTOR2014 (Chris)	\$ 800			\$800				
A-34	PLANNER HP 2015 (Laptop)	\$ 800				\$800			
A-35	CITY099-2017 (Lisa)	\$ 800				\$800			
A-36	COLL-18-PLAN (Kelsey)	\$ 800					\$800		
A-37	COLL-18-SCOTTB (Scott)	\$ 800						\$800	
A-38	LLL-MICHELLE	\$ 1,600	\$800						\$800
A-39	LLL-JOANNE	\$ 1,600	\$800						\$800
A-40	LLL-WORKROOM	\$ 800		\$800					
A-41	LLL-RONDA	\$ 800		\$800					
A-42	LLL-JOCELYN	\$ 800			\$800				
A-43	LLL-CHECKOUT	\$ 800					\$800		
A-44	LLL-DELAIN	\$ 800					\$800		
A-45	LLL-GEORGETTE	\$ 800						\$800	
A-46	LLL-JANDY	\$ 800						\$800	
A-47	POLCHIEF-2013	\$ 2,000	\$1,000						\$1,000
A-48	POLICE-2013	\$ 2,000	\$1,000						\$1,000
A-49	LLPD-PC03	\$ 1,000		A-20	\$1,000				
A-50	LLPD-PC05	\$ 1,000			\$1,000				
A-51	LLPD-PC06	\$ 1,000				\$1,000			
A-52	LLPD-PC07	\$ 1,000				\$1,000			
A-53	LLPD-PC08	\$ 1,000				\$1,000			
A-54	LLPD-PC09	\$ 1,000		\$1,000					
A-55	LLPD-PC10	\$ 1,000		\$1,000					
A-56	LLPD-PC11	\$ 2,000	\$1,000						\$1,000
A-57	LLPD-PC12	\$ 2,000	\$1,000						\$1,000
A-58	POLICE11	\$ 1,000		\$1,000					
A-59	POLICE12	\$ 1,000			\$1,000				
A-60	IRRIGATION-PC (Break Room Shop)	\$ 1,600	\$800					\$800	
A-61	LB-14-JOY (Joice)	\$ 1,600	\$800						\$800
A-62	MGRIFFIN-PC (Engineering Intern)	\$ 1,600	\$800						\$800
A-63	SHOP001-PC (Mic Curry)	\$ 800		\$800					
A-64	SEASONAL-2013 (Break Roomk Shop)	\$ 800		\$800					
A-65	LL-14-SHOP (Jeff Nelson)	\$ 800		\$800					
A-66	COLL-18-SUR1 (Stephen Williams)	\$ 800			\$800				
A-67	COLL-18-SUR2 (Trevor Ragan)	\$ 800			\$800				
A-68	COLL-18-SUR3 (Trevor Slocum)	\$ 800				\$800			
A-69	COLL-18-FRONT1 (Tait Hunter)	\$ 800				\$800			
A-70	COLL-18-JCAMP (Jen)	\$ 800					\$800		
A-71	COLL-17-SUR3 (Zach Sherman)	\$ 800					\$800		
A-72	COLL-16-LAPTOP (Ryan Rapp)	\$ 800			\$800				
A-73	COLL18-PROSHOP1	\$ 800				\$800			
A-74	COLL18-PROSHOP2	\$ 800					\$800		
A-75	COLL18-TRAILSRV	\$ 800						\$800	
A-76	DESKTOP-9RP235Q (Ryan Rapp Tablet)								
A-77	COLL-19-SUR1 (Anita)								
A-78	TOUGHPAD (Field Computer)								
A-79	COLL-19-Seasonal (Breakroom)								
A-80	ADMIN001-PC	\$ 1,600		\$800				\$800	
A=81	CITYADMN2012	\$ 1,600		\$800				\$800	
A-82	RJ-2014	\$ 1,600	\$800						\$800

2019 Project No.	PROJECT NAME/ LOCATION	PROJECT TOTAL (ALL YEARS)	Current Year 2019	2020	2021	2022	2023	2024	2025
A-83	ANN-2014	\$ 1,600	\$800						\$800
A-84	COLL-17-NUC	\$ 800			\$800				
A-85	COLL-17-ACCT1	\$ 800			\$800				
A-86	COLL-17-DESK1 (Ryan Rapp)	\$ 800				\$ 800			
A-87	LL-15-MAYOR	\$ 800		\$800					
A-88	COLL-17-CSUR1	\$ 800				\$800			
A-89	COLL-17-CSUR3	\$ 800				\$800			
A-90	COLL-17-CSUR4	\$ 800				\$800			
A-91	COLL-17-CSUR5	\$ 800				\$800			
A-92	COLL-17-CSUR6	\$ 800				\$800			
A-93	COLL-17-CSUR7	\$ 800				\$800			
A-94	COLL-17-CSUR8	\$ 800				\$800			
TOTALS		\$ 64,200		\$ 10,200	\$ 8,600	\$ 13,400	\$ 4,800	\$ 5,600	\$ 10,400

UTILITIES-CAPITAL PROJECTS BY OTHERS									
44	River District - Indiana Ave. Sewer (Trutina Development - Harvard Rd. to east of Harvard Rd.)	\$ 100,000		\$100,000					
45	River District - Indiana Ave. Water (Trutina Development - Harvard Rd. to east of Harvard Rd.)	\$ 150,000		\$150,000					
46	River District - Indiana Ave. Sewer (Bitterroot to Harvard Rd)	\$ 65,000		\$65,000					
47	River District - Indiana Ave. Water (W. Of Harvard Rd. to W. Boundary of Courtyard Plat 2013.PI0002)	\$ 65,000		\$65,000					
48	River District - Sewer Lift Station, Force Main, & Other Associated Improvements	TBD							
49	River District - Telido Station Offsite Sewer	TBD							
50	River District - Telido Station Offsite Water Main	TBD							
51	River District - Wellington St. Sewer	TBD							
52	River District - Wellington St. Water	TBD							
53	Underground Utility Program (Liberty Lake Rd., Molter Rd., Mission Ave.)	\$ 175,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
TRANSPORTATION CAPITAL PROJECTS BY OTHERS²									
54	Harvard Rd & Indiana Ave Intersection Improvements	\$ 1,600,000		\$400,000	\$1,200,000				
55	Harvard Road & Wellington Roundabout	\$ 750,000			\$187,500	\$562,500			
56	Mission Improvements - Harvest Parkway east to Corrigan Road	\$ 1,350,000		\$250,000	\$1,100,000				
57	Indiana Ave. (Trutina Development - Harvard Rd. to east of Harvard Rd.)	\$ 600,000		\$600,000					
58	Indiana Ave. Water (Bitterroot to Harvard Rd.)	\$ 750,000		\$750,000					
59	Transit Parking	\$ 5,000,000				\$ 2,500,000	\$ 2,500,000		
60	Cataldo Extension & Connection	\$ 2,400,000		\$ 900,000	\$ 1,500,000				
61	Henry Road Improvements - Sprague to Country Vista Dr	\$ 2,013,000		\$ 2,013,000					
62	Indiana Ave Construction - Glenbrook Rd to East Of Harvard Rd	\$ 2,886,000	\$ 721,500	\$ 2,164,500					
TOTALS		\$ 17,349,000		\$ 7,077,500	\$ 3,987,500	\$ 3,062,500	\$ 2,500,000		\$

General Note: All costs are listed in 2020 dollars

¹ Listed in order of 2018 Council priority

² Projects included in the Transportation TIP, 2020- 2025, adopted June 18, 2019

COLOR LEGEND

BLUE = CAPITAL PROJECTS

RED=ASSET MANAGEMENT PROJECTS

GREEN= CAPITAL PROJECTS BY OTHERS

YELLOW=COUNCIL AMENDMENTS

Fleet Rotation Plan

Parks/ Streets/ Golf/ Facilities/ Maintenance

(for Operational and Annual Budgeting Purposes)



CITY OF LIBERTY LAKE

2019

Fleet Rotation Plan

City Fleet (excluding Public Safety)

The intent of this plan is to inform city staff, Mayor and the City Council on the current status of the fleet regarding Parks, Streets, Golf, Facilities, Maintenance and PEBS (Planning, Engineering and Building Services).

Included in this packet is an inventory of all City owned fleet equipment (excluding Public Safety) used for the purpose of city inspections and business, turf, baseball, streets, golf, and facility maintenance, repairs and upkeep. The inventory includes name and model, what year the equipment piece was purchased, current hours and the conversion of those hours into miles for comparison (see attached table on industry standards for life expectancy of equipment), what area of the city the equipment is most utilized, and any additional comments by maintenance staff.

It is the goal of city staff to use each piece to its fullest potential and lifespan before retiring or trading in. Every effort is made to utilize equipment in other areas of the city before it is considered for trade in or prior to rotating it out of the fleet completely. This is a group decision coordinated between City staff and departments to determine the plan for each piece of equipment. Each year a meeting is held amongst the staff to discuss equipment needs, determining how staff can continue to utilize equipment in other ways or areas, and assessing the status of each piece.

An example of fleet rotation might be taking a mower that is no longer usable on the golf course, and using it in the baseball or park areas where it can spend its last days before retiring or trading in. Another example is with the rotation of the vehicles. Many of the maintenance staff vehicles have come from other departments as those staff have retired them according to their fleet rotations or new additions. City maintenance makes good use of those vehicles and has a plan to operate them until they are no longer usable, often times well past the typical lifespan. When a mower needs to be upgraded because it is no longer able to provide quality results and is nearing its lifespan it may be downgraded to a “scrub” mower where it is sent out to mow potentially rocky or rough terrain. City maintenance staff agrees that using a new mower in these “scrub” areas is not a best management practice. This provides a successful last resort use of these mowers prior to trade in or retirement.

Attached are two tables of industry guidelines and recommendations for lifespan of equipment. City staff uses this as a guide, but often times will exceed those recommendations to obtain as much possible use out of the equipment. The ability to keep equipment beyond its lifespan is due to the ongoing and timely scheduled maintenance and high standards and care that the mechanic and staff are able to provide. However, if equipment is consuming more staff time in upkeep than is cost effective, then staff will reconsider prioritization on the fleet rotation plan. Keeping equipment running beyond its expectancy is weighed carefully with staff time and cost of the upkeep to be sure they are making best use of all.

PEBS and Administrative Services have a fleet rotation plan that varies from Parks, Golf, Streets and Maintenance. These vehicles are utilized for essential public services and will be evaluated for rotation into the city maintenance fleet at approximately 100,000 miles, which is consistent with the Liberty Lake Police Department’s vehicle rotation plan. Based on this, the 2016 Dodge Ram will likely need to be evaluated after 2026 and the 2018 Dodge Ram will be evaluated in 2028. The anticipated mileage on any one of these vehicles is approximately 10,000 per year, however they often accumulate less. This includes the Ford Escape used by Administration Services and Library, and the Tahoe used by Public Works, which was handed down from Police. When these vehicles are nearing the end of

their life expectancy with these departments, they will be offered to maintenance for use depending on the projected life expectancy left on the vehicle and the current working condition.

Staff plans to project and forecast out multiple years. This plan will be updated on a yearly basis and is current for the 2020-2023.

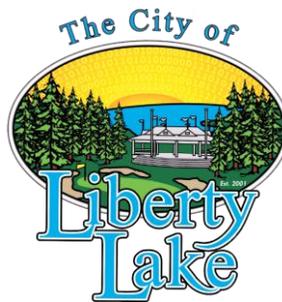
Fleet Rotation - Equipment List 2020

<i>In order of priority:</i>	Department Splits			Notes:
	Streets	Golf	Parks	
*JD Aercore 1500 Tractor Mount Aerator (REPRIORITIZED FROM 2018)		\$ 6,000.00	\$ 6,000.00	Fleet Rotation-Replace
*Pickup	\$ 16,666.67	\$ 16,666.67	\$ 16,666.67	Fleet Rotation-Rotate Jeep to replace '95 Dodge
*Pickup				Fleet Rotation-Replace White Explorer (Parks, Streets) Moved to 2022
*Kubota RTV with plow blade	\$ 14,000.00		\$ 14,000.00	Fleet Rotation-Replace 6 x 4 Gator, Surplus; Moved to 2021
**12M Grader lease	\$ 34,904.91			3rd yr Lease Payment
**926M Loader Lease X2 \$15774.38 ea	\$ 31,548.76			3rd yr Lease Payment
**305 Mini Ex Lease	\$ 9,191.15			3rd yr Lease Payment
*Club Car Golf Picker		\$ 18,000.00		Fleet Rotation-Replace or Rotate as people mover
Scag Zero	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	Detail mower for added turf areas
5 Yard Sand/Salt Spreader	\$ 50,000.00			New snow equipment
Tilt Deck Trailer	\$ 10,000.00			
Dashcams	\$ 12,000.00			
	\$ 107,666.67	\$ 45,666.67	\$ 41,666.67	\$ 195,000.01

Asset Management: Capital Improvements

Capital Facility Management

(for Operational and Annual Budgeting Purposes)



CITY OF LIBERTY LAKE

2020

Asset Management: Capital Improvements

Capital Facility Management

The intent of this plan is to inform city staff, Mayor and the City Council of the current status and need for capital improvements of the City's infrastructure. A full asset assessment was completed for the first time in 2019 which provided an abundance of data and information on the state of the City's infrastructure. Items included in this study were City buildings and sites, park amenities and park structures. From this data, City staff can project what infrastructure needs will be up to 30 years, providing solid and sound information for budgeting purposes and capital and strategic planning. This process will help staff, City Council and Mayor manage budgets and facilities from a proactive perspective using best management practices.

The facilities are rated on a scale basis ranging from good condition to critical condition. Currently, the majority of the systems overall were given an initial good condition rating. Over time, the amount invested by the City will reflect on facility condition rating. It is recommended that the City aims for a minimum goal of a fair condition rating in order to best manage facilities as well as budgets, resources and projects.

Staff utilized a software program to track all data on maintenance of infrastructure to develop varying budget strategies. These outcomes will then be presented to the City Council and Mayor during budget season to best decide and plan for capital improvement projects. Using the software, staff is able to project and forecast out multiple years. This plan will be updated on an annual basis through the CFP and budget.

**CITY OF LIBERTY LAKE - DEBT SCHEDULE
AS OF 1-1-2020**

6.4 ACRES LAND BOND

Interest Rate 4.48%
Original Debt 1,750,000
Issue Year 6/10/05

Year	Principle	Interest	Total
2020	78,982.59	1,777.31	80,759.90
2021			-
2022			-
	<u>78,982.59</u>	<u>1,777.31</u>	<u>80,759.90</u>

**RESOLUTION NO. 19-XXX
CITY OF LIBERTY LAKE
SPOKANE COUNTY, WASHINGTON**

**A RESOLUTION OF THE CITY OF LIBERTY LAKE, WASHINGTON AMENDING
PLANNING & BUILDING SERVICES AND PUBLIC WORKS FEE SCHEDULE TO
REFLECT REVISIONS NECESSARY TO RECOVER CITY COSTS, TO TAKE
EFFECT JANUARY 1, 2019**

WHEREAS, The City of Liberty Lake adopted the Planning & Building Services and Public Works Fee Schedule in May of 2009 by Ordinance No. 177; and,

WHEREAS, the goal of the Planning and Building Services and Public Works Fee Schedule is to provide transparency in fees, and to provide for cost recovery for services rendered; and

WHEREAS, the City desires to keep its fee schedule generally consistent with those charged by neighboring jurisdictions; and

WHEREAS, pursuant to Ordinance No. 177, future updates to the Planning and Building Services and Public Works Fee Schedule were permitted by City Resolution; and

WHEREAS, as part of the 2020 budgeting process, City staff reviewed the Planning and Building Services and Public Works Fee Schedule to make adjustments as needed to recover cost, accurately reflect billing procedures and policies, eliminate administratively burdensome fees, where applicable, and rename the Fee Schedule as the Planning, Engineering and Building Services Fee schedule, consistent with the City current organizational chart; and,

WHEREAS, the attached fee schedule reflects recommended adjustments to the fee schedule, as described above; and,

WHEREAS, said adjusted fee schedule is proposed to take effect on January 1, 2020;

NOW THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF LIBERTY LAKE, WASHINGTON, DOES HEREBY ADOPT THE FOLLOWING AMENDMENTS TO THE PLANNING & BUILDING SERVICES AND PUBLIC WORKS FEE SCHEDULE, CONSISTENT WITH THE PROCEDURES AS PROVIDED FOR IN CITY OF LIBERTY LAKE ORDINANCE 177;

AND BE IT FURTHER RESOLVED THAT SAID AMENDMENTS TO THE PLANNING & BUILDING SERVICES AND PUBLIC WORKS FEE SCHEDULE SHALL TAKE EFFECT ON THE FIRST DAY OF JANUARY, 2020.

Passed by the City Council this ____ day of XXXX, 2019.

Steve Peterson, Mayor
City of Liberty Lake

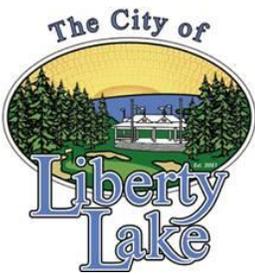
ATTEST:

City Clerk, Ann Swenson

APPROVED AS TO FORM:

City Attorney, Sean P. Boutz

DRAFT



PLANNING, ENGINEERING & BUILDING SERVICES PROPOSED FEE SCHEDULE

EFFECTIVE DATE: JANUARY 1, 2020

BUILDING PERMIT FEES

Building permit fees are based on the valuation of the project. The valuation is determined by using data taken from the Building Valuation Data Sheet printed in the “Building Safety Journal” published by the International Code Council twice a year. This Fee Schedule includes the most recent valuation data and is updated administratively as the data changes twice each year.

In addition to the building permit fee, applicants are responsible for the SBCC fee, plan review fees, plumbing permit fees, mechanical permit fees, grading permit fees, City Engineer review fees, Planning review fees, and other fees established by the current adopted fee schedule, as applicable.

The majority of projects within the City of Liberty Lake also participate in the Harvard Road Mitigation Plan, in lieu of a transportation impact study. The fees charged in conjunction with this mitigation plan are applied towards City transportation improvements and are based on the types of land uses associated with the project. Please contact Planning, Engineering & Building Services for more information on adopted mitigation fees.

Single Family Residential Valuation

On residential type structures and additions, the valuation is based on the following:

	<i>Value per sq. ft.</i>
Main Floor	
new	\$ <u>118.45</u> <u>121.24</u>
additions	\$ <u>118.45</u> <u>121.24</u>
Second Floor	
new	\$ <u>121.24</u> <u>118.45</u>
additions	\$ <u>121.24</u> <u>118.45</u>
Basement	
finished	\$ <u>43.55</u> <u>46.55</u>
partial	\$ <u>21.78</u> <u>23.28</u>
unfinished	\$ <u>21.00</u> <u>22.45</u>
Private Garages, Storage Buildings, & Barns	\$ <u>45.92</u> <u>48.30</u> or Contract Value Per Ft.
Open Carports	\$ <u>18.90</u> <u>19.85</u>
Decks *	
covered	\$ <u>27.36</u> <u>28.73</u>
uncovered	\$ <u>21.33</u> <u>22.40</u>

* Decks and patios may be disregarded in computing the valuation of a new house unless they are covered structures or more than 30 inches above ground level.

All valuations should be “rounded up” to the nearest \$1,000 for fee calculation purposes. Valuations are calculated at time of application and shall be based on City Staff figures.

Fees for repair, alteration, remodel, or foundation work are based on the total value of work to be performed as submitted by the applicant.

Building Valuation Data (February-August 2018-2019)

Square Foot Construction Costs ^{a, b, c}

Group (2018 International Building Code)	IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
A-1 Assembly, theaters, with stage	246.61	238.50	232.82	223.18	209.86	203.80	216.12	191.69	184.50
A-1 Assembly, theaters, without stage	225.65	217.54	211.85	202.22	189.15	183.09	195.16	170.98	163.79
A-2 Assembly, nightclubs	191.96	186.56	182.12	174.70	164.94	160.39	168.64	149.29	144.33
A-2 Assembly, restaurants, bars, banquet halls	190.96	185.56	180.12	173.70	162.94	159.39	167.64	147.29	143.33
A-3 Assembly, churches	226.69	218.58	212.89	203.26	191.60	185.54	196.20	173.43	166.24
A-3 Assembly, general, community halls, libraries, museums	190.63	182.52	175.84	167.20	153.09	148.07	160.14	134.97	128.78
A-4 Assembly, arenas	224.65	216.54	209.85	201.22	187.15	182.09	194.16	168.98	162.79
B Business	197.81	190.62	184.70	175.70	160.65	154.63	168.95	141.15	134.99
E Educational	207.77	200.59	194.83	186.43	173.71	164.91	180.01	151.89	147.25
F-1 Factory and industrial, moderate hazard	117.60	112.19	105.97	101.84	91.54	87.26	97.61	75.29	70.95
F-2 Factory and industrial, low hazard	116.60	111.19	105.97	100.84	91.54	86.26	96.61	75.29	69.95
H-1 High Hazard, explosives	109.99	104.58	99.35	94.22	85.14	79.87	89.99	68.89	N.P.
H234 High Hazard	109.99	104.58	99.35	94.22	85.14	79.87	89.99	68.89	63.56
H-5 HPM	197.81	190.62	184.70	175.70	160.65	154.63	168.95	141.15	134.99
I-1 Institutional, supervised environment	197.83	191.05	185.12	177.91	163.28	158.81	178.06	146.98	142.33
I-2 Institutional, hospitals	330.92	323.73	317.81	308.81	292.72	N.P.	302.06	273.22	N.P.
I-2 Institutional, nursing homes	229.68	222.49	216.58	207.57	193.53	N.P.	200.83	174.02	N.P.
I-3 Institutional, restrained	224.86	217.67	211.75	202.75	188.96	181.94	196.00	169.45	161.29
I-4 Institutional, day care facilities	197.83	191.05	185.12	177.91	163.28	158.81	178.06	146.98	142.33
M Mercantile	142.95	137.54	132.11	125.68	115.38	111.83	119.62	99.73	95.77
R-1 Residential, hotels	199.70	192.92	186.99	179.78	164.90	160.43	179.93	148.60	143.96
R-2 Residential, multiple family	167.27	160.49	154.56	147.35	133.71	129.23	147.50	117.40	112.76
R-3 Residential, one- and two-family ^d	154.28	150.09	146.35	142.65	137.55	133.92	140.30	128.74	121.24
R-4 Residential, care/assisted living facilities	197.83	191.05	185.12	177.91	163.28	158.81	178.06	146.98	142.33
S-1 Storage, moderate hazard	108.99	103.58	97.35	93.22	83.14	78.87	88.99	66.89	62.56
S-2 Storage, low hazard	107.99	102.58	97.35	92.22	83.14	77.87	87.99	66.89	61.56
U Utility, miscellaneous	84.66	79.81	74.65	71.30	64.01	59.80	68.04	50.69	48.30

- a. Private Garages use Utility, miscellaneous
- b. For shell only buildings deduct 20 percent
- c. N.P. = not permitted
- d. Unfinished basements (Group R-3) = \$22.45 per sq. ft.

All valuations should be “rounded up” to the nearest \$1,000 for fee calculation purposes. Valuations are calculated at time of plan review and shall be based on City Staff figures.

Fire Suppression & Alarm Systems - ~~to calculate the valuation of Fire Suppression & Alarm Systems for the purposes of determining permit fees, the bid amount is used, at the discretion of City Staff Fees are calculated based upon the Spokane Valley Fire District Permit Fee Schedule, plus the processing fee listed under “Additional Permit Fees & Charges”.~~

~~Retaining Walls (over 4’ tall or impounding) – calculated at \$9.05 / sq. ft. or contract value.~~

Permit & Plan Review Fees

Total Valuation	Building Code & Fire Protection Review (\$35.00 minimum)	City Engineer Review * (% of Building & Fire Code Review Fee for specific projects)	Planning Review * (% of Building & Fire Code Review Fee for specific projects)	Commercial Plan Review (% of Building & Fire Code Review Fee)	Residential Plan Review (% of Building & Fire Code Review Fee)
\$1 - \$500	\$24.00	25%	15%	65%	25%
\$501 - \$2,000	\$24 for the first \$500; plus \$3 for each additional \$100 or fraction thereof, to and including \$2,000	25%	15%	65%	25%
\$2,001 - \$40,000	\$69 for the first \$2,000; plus \$11 for each additional \$1,000 or fraction thereof, to and including \$40,000	25%	15%	65%	25%
\$40,000 - \$100,000	\$487 for the first \$40,000; plus \$9 for each additional \$1,000 or fraction thereof, to and including \$100,000	25%	15%	65%	25%
\$100,001 - \$500,000	\$1,027 for the first \$100,000; plus \$7 for each additional \$1,000 or fraction thereof, to and including \$500,000	25%	15%	65%	25%
\$500,001 - \$1,000,000	\$3,827 for the first \$500,000; plus \$5 for each additional \$1,000 or fraction thereof, to and including \$1,000,000	25%	15%	65%	25%
\$1,000,001 - \$5,000,000	\$6,327 for the first \$1,000,000; plus \$3 for each additional \$1,000 or fraction thereof, to and including \$5,000,000	25%	15%	65%	25%
\$5,000,001 and over	\$18,327 for the first \$5,000,000; plus \$1 for each additional \$1,000 or fraction thereof	25%	15%	65%	25%

* City Engineer Review Fees Not Applicable for: Typical Single Family Residential Building Permits & Basement Finishes, Typical Residential Accessory Structure Permits, Fire Suppression & Alarm Permits, Swimming Pool Permits, Tenant Improvement / Interior Remodel Permits, and Other Permits, as determined by City Staff which do not require City Engineer review of civil plans.

* Planning Review Fees Not Applicable for: Typical Single Family Residential Building Permits & Basement Finishes, Typical Residential Accessory Structure Permits, Fire Suppression & Alarm Permits, Swimming Pool Permits, and Other Permits, as determined by City Staff which do not require planning review of zoning or design.

Projects containing multiple buildings with the same plan set (i.e. multi-family apartment complexes) will be charged a single plan review fee per building type and \$150 for each subsequent identical set, at the discretion of City Staff.

Commercial Plan Review, City Engineer Review, and Planning Review - When City review has been conducted and a building permit has not been issued due to a project being cancelled, withdrawn, or expired, the City reserves the right to invoice applicants for the above fees and excessive staff time, as applicable, in addition to the processing fee, as identified in the table "Additional Permit Fees & Charges".

Additional Permit Fees & Charges

Additional charges that may be assessed on permits:

SBCC surcharge – Residential	\$6.50 plus \$2.00 per each add'l residential unit
SBCC surcharge – Commercial	\$25.00 plus \$2.00 per each add'l residential unit
Harvard road mitigation fee (single family residential example *)	\$671.02 (5/1/14)
Environmental Review Fee / SEPA Checklist (specific projects)	\$200.00
Critical materials review (specific commercial projects)	\$75.00
Investigation fee (additional charge assessed on projects when work is started without a permit)	100% of permit fee
Fast track fee (additional charge assessed on projects for early footing and foundation approval)	25% of permit fee 100% of plan review fee
Excessive Staff Time	\$50.00 / hour
Legal Notice, Postage, and Hearing Examiner Fees, when applicable	Invoiced to Applicant
<u>Minimum Permit Fee</u>	<u>\$35.00</u>
<u>Processing Fee & Technology Fee, if applicable (all permits)</u>	<u>\$25.00 \$40.00</u>
<u>Refund Processing Fee</u>	<u>\$20.00</u>

* check w/ Planning, Engineering & Building Services Staff for current mitigation fee charges (if applicable) for all other uses

Other Permit, Inspection, & Review Fees

Additional Plan Review	\$50.00 / hour
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Blasting Permit	\$50.00
Change of Use / Certificate of Occupancy Modification	\$50.00
Demolition Permit	\$25.00 (per 1,000 sq. ft.) + SEPA, if applicable
Engineering Review	
Additional Plan Review	-\$50.00 \$75.00 / hour
Approach Permit	-\$50.00
Design Deviation Review	\$250.00
Excessive Staff Time	\$75.00/hour
Grading	See Grading Permit Above Below
Inspections Outside Normal Working Hours	\$75.00 \$112.50 / hour
Re-Inspections	\$50.00 \$75.00
Re-Location of Building	See Re-Location of Building Fee Below
Right of Way Permits:	\$50.00
Approach Permit	\$50.00
Non-cut Obstruction Permit	\$100.00
Pavement Cut	\$200.00
Boring	\$150.00
Engineering Inspection Fee	\$75.00
Engineering Re-inspection Fee	\$75.00
Special Inspections	-\$50.00 / hour
Street Vacation Request Review	\$400.00
Traffic Impact Analysis Review	\$50.00 \$75.00 / hour
Traffic Control Plan Review	\$50.00 \$75.00 / hour
Work Beyond Approved Scope	\$50.00 \$75 / hour (minimum \$75.00)
Fences (over 6' tall)	\$25.00 (per 100 linear feet)
Fire Protection System Verification	\$25.00
Fire Suppression System (Type I Hood Installation)	\$35.00
Grading Permits (amount of cut or fill)	Permit Fee + SEPA, if applicable
50 Cu. Yd. or less	\$25.00
51 – 100	\$25.00
101 – 1,000	\$25 for the first 100 cu. yd.; plus \$10 for each additional 100 cu. yd.
1,001 – 10,000	\$125 for the first 1000 cu. yd.; plus \$10 for each additional 1000 cu. yd.

10,001 – 100,000	\$225 for the first 10,000 cu. yd.; plus \$35 for each additional 10,000 cu. yd.
100,001 – 200,000	\$525 for the first 100,000 cu. yd.; plus \$25 for each additional 10,000 cu. yd.
200,001 +	\$625 for the first 200,000 cu. yd.; plus \$25 for each additional 10,000 cu. yd.
Grading Permits (amount of cut or fill)	Plan Review Fee
50 Cu. Yd. or less	\$0
51 – 100	\$20.00
101 – 1,000	\$25.00
1,001 – 10,000	\$35.00
10,001 – 100,000	\$35 for the first 10,000 cu. yd.; plus \$15 for each additional 10,000 cu. yd.
100,001 – 200,000	\$175 for the first 100,000 cu. yd.; plus \$10 for each additional 10,000 cu. yd.
200,001 +	\$275 for the first 200,000 cu. yd.; plus \$5 for each additional 10,000 cu. yd.
Inspections Outside Normal Working Hours	\$75.00 / hour
Manufactured / Mobile Homes Setting Permit	\$50.00 \$100.00 (per section) + \$50 Planning Review Fee
Mechanical Permits- New Single-Family Residential (whole house)	<u>\$200.00</u>
Mechanical Permits- All Other Types	<u>Each Price/Unit as detailed below</u>
A/C & Heat Pump (up to 3 tons)	\$20.00
A/C & Heat Pump (3 - 15 tons)	\$25.00
A/C & Heat Pump (15 - 30 tons)	\$30.00
A/C & Heat Pump (30 - 50 tons)	\$35.00
A/C & Heat Pump (> 50 tons)	\$60.00
Air Handler < 10,000 cfm	\$12.00
Air Handler > 10,000 cfm	\$15.00
Boiler - Electric Boiler Installation (< 250 kw)	\$50.00
Boiler - Low Pressure Steam & Hot Water Installation (< 500,000 btu)	\$100.00
Boiler - Low Pressure Steam & Hot Water Installation (500,000 - 2,000,000 btu)	\$200.00
Boiler - Low Pressure Steam & Hot Water Installation (> 2,000,000 btu)	\$200 for the first 2,000,000 btu; plus \$20 for each additional million btu
Boiler - Power Boiler Installation (< 2,000,000 btu)	\$200 for the first 2,000,000 btu; plus \$20 for each additional million btu

	Maximum Fee = \$1,000
Boiler - Unfired Pressure Vessel Installation	\$50.00 + \$10 / additional pressure vessel
Boiler - Additional Pressure Vessels	\$10.00 / vessel (inspected at the same time)
Boiler Repair	\$50.00 / hour (50% less if inspected by insurance company)
Clothes Dryer	\$12.00
Duct Work System	\$12.00
Evaporative Coolers	\$12.00
Gas Log	\$12.00
Gas & Hydronic Piping	\$12.00 + \$1.00 per outlet
Gas Water Heater	\$12.00
Heating Equipment < 100,000 btu	\$15.00
Heating Equipment >100,000 btu	\$20.00
Hydrostatic Pressure Test	\$35.00
Miscellaneous	\$12.00
Propane Tanks	\$35.00
Range	\$12.00
Refrigeration Equipment (1 – 100,000 btu)	\$15.00
Refrigeration (101,000 – 500,000 btu)	\$25.00
Refrigeration (501,000 – 1,000,000 btu)	\$35.00
Refrigeration (1,000,000 – 1,750,000 btu)	\$45.00
Refrigeration (> 1,750,000 btu)	\$65.00
Type I Hood	\$60.00
Type II Hood	\$12.00
Ventilating Fans	\$12.00
Unlisted Gas Appliance < 400,000 btu	\$75.00
Unlisted Gas Appliance > 400,000 btu	\$125.00
Used Gas Appliance < 400,000 btu	\$75.00
Used Gas Appliance > 400,000 btu	\$125.00
Woodstove / Insert & Pellet Stove / Insert	\$25.00
Permit, Permit Application & Temp CO Extension	\$50.00
Plumbing Permits- New Single-Family Residential (whole house)	\$120.00
Plumbing Permits - All Other Types	Each-Price/Unit (as listed below)

Bathtub	\$6.00
Clothes Washer	\$6.00
Dishwasher	\$6.00
Drain	\$6.00
Drinking Fountain	\$6.00
Electric Water Heater	\$6.00
Floor Sink	\$6.00
Garbage Disposal	\$6.00
Hydronic Piping	\$12.00 + \$1.00 per outlet
Lawn Sprinkler / Back Flow Preventer	\$6.00
Miscellaneous	\$6.00
Sewage Ejector	\$6.00
Sink	\$6.00
Shower	\$6.00
Toilet / Urinal	\$6.00
Water Softener	\$6.00
Public Assembly Permit	\$50.00
Re-Inspections	\$50.00
Re-Location of Building	\$200.00 + \$50 Planning Review Fee & SEPA, if applicable
Retaining Wall (over 4' tall or impounding)	\$14.00 per lineal foot (minimum fee of \$75.00)
Safety Inspections	\$50.00
Sign Permits (wall signs)	\$75.00 each
Sign Permits (monument & freestanding signs)	\$115.00 each
Special Inspections	\$50.00 / hour
Stationary Pump, Dispenser, Piping, Installation, Alteration, or Repair	\$75.00
Storage Tank Installation (above ground < 500 gallons) *	\$75.00
Storage Tank Installation (above ground > 500 gallons) *	\$415.00
Storage Tank Installation (underground) *	\$415.00 + SEPA, if applicable
Storage Tank Removal or Abandonment	\$225
Storage Tank Removal or Abandonment (home heating oil <1,100 gallons)	\$75.00
Storage Tank Repair, Alteration, or Temp. Out of Service	\$75.00

Swimming Pools	Based on valuation & fee chart above
Temporary Structures	\$150
Timber Harvest Permits	\$600.00 + SEPA

* Non-hazardous (i.e. water tanks) are exempt from the Storage Tank Installation fees, as determined by City Staff

ZONING, LAND USE, & SUBDIVISION FEES

This fee schedule is adopted for the purpose of defraying the costs to The City of Liberty Lake regarding the below-listed zoning, land use, and subdivision actions. These are reflective of costs incurred by the City for the processing, reviewing, determining, holding of public hearings, notifying, and appealing of the listed actions. Legal notices, public notice postage, contract services reviews, and Hearing Examiner charges are added to the following fees, as applicable. All applications, except those initiated by the City Council or a Subcommittee of the City Council, the Planning Commission, or Planning, Engineering & Building Services, shall be accompanied by the required fee.

Environmental Policy	
SEPA Environmental Checklist Review <u>& Threshold Determination</u>	\$200.00 <u>\$300.00</u>
SEPA - DS / EIS / Addenda	Applicant will be responsible for preparation or will be invoiced for contract services cost <u>and/or City Staff hourly rate \$75.00/hour</u> (\$2,450 Deposit)
SEPA - Public Notices	Applicant will be invoiced for cost
SEPA - Reproducing Environmental Document	Applicant will be invoiced for cost
Land Division & Boundary Line Adjustments	
Alteration / Change of Condition / Major Modification	75% of land division application fee
Alteration / Minor Modification	25% of land division application fee
Preliminary Binding Site Plan (BSP)	\$3,500 for 1st acre + \$30 per acre for each additional acre
Final Binding Site Plan (BSP) / BSP Amendments (ROS)	\$2,500 + \$25 per lot
Boundary Line Adjustment (BLA)	\$500 <u>\$250 per parcel line modified</u>
Boundary Line Adjustment (Parcel Aggregation)	\$250 total
Preliminary Plat (P)	\$4,000 for 1st acre + \$30 per acre for each additional acre
Final Plat (P)	\$2,500 + \$25 per lot
Preliminary Short Plat (SP)	\$3,000 for 1st acre + \$30 per acre for each additional acre

Final Short Plat (SP)	\$1,800 + \$25 per lot
Miscellaneous	
Processing Fee & Technology Fee (all permits)	\$40.00
Administrative Interpretation	\$500
City Engineer Review	25% of application fee, as applicable
Excessive Staff Time & Actions Not Listed	\$75.00 / hour
Hearing Examiner Public Hearing Fee	Applicant will be invoiced for cost
Major Modification	75% of application fee
Minor Modification	25% of application fee
Street Name / Address Change (after recording)	\$500
Professional Contract Services (i.e. surveyor review)	Applicant will be invoiced for cost
Public Notice (Legal Notices & Notice Postage)	Applicant will be invoiced for cost
Modification Review of Previously Approved Site Plans (not in conjunction with building permit applications)	\$50 \$75 / hour (1 1/2 hour minimum)
Time Extension Review	\$500 150
Vacation of Approved Preliminary Plat or Short Plat	\$500 \$1,000
Zoning Verification Letter	\$200
Shoreline Management	
Shoreline Management App. (< \$10,000 project value)	\$1,000
Shoreline Management App. (\$10,001 - \$50,000)	\$1,400
Shoreline Management App. (\$50,001 - \$250,000)	\$2,700
Shoreline Management App. (\$250,001 - \$1,000,000)	\$5,400
Shoreline Management App. (> \$1,000,000 project value)	\$6,700 + 10% of value > \$1,000,000
Additional Fee for Variance Request	\$2,100
Additional Fee for Conditional Use Permit -Request	\$1,800
Permit Amendment	80% of original application fee
Refund Processing Fee	\$20.00
Zoning & Amendments	
Accessory Dwelling Unit (ADU)	Based on valuation & fee chart above w/ Planning Review Fee
Conditional Use Permit (CU) & Major Modifications to an Existing Conditional Use Permit	\$2,500
Comprehensive Plan Amendment (CA)	\$5,000 + SEPA
Home Occupation Permit (H)	\$75-00 \$35.00
Preliminary Planned Unit Development (PUD) Overlay	25% of land division application fee

Final Planned Unit Development (PUD) Overlay	25% of land division application fee
Specific Area Plan Overlay (< 100 acres)	\$4,500 + SEPA
Specific Area Plan Overlay (> 100 acres)	\$9,500 + SEPA
Special Use Permits (SU)	\$2,500
Temporary Use Permits (T)	\$ 7535 .00 (Ordinance 216)
Variance Request (Class A)	\$250
Variance Request (Class B)	\$2,500
Urban Growth Area (UGA) Boundary Extension Request	\$4,500 + Land Quantity Analysis Prep. & SEPA
Development Code Text Amendment / Zoning Matrix Amendment, or Other Code Amendment (ZTA)	\$2,500 + SEPA
Zoning Map Amendment (ZMA – Legislative Review)	\$5,000 + SEPA
<u>Zoning Map Amendment/</u> Rezone (ZC - Quasi-Judicial Review)	\$6,500 + SEPA
Appeals	
Appeal Fee <u>+ Hearing Examiner Fees</u>	\$950
Motion for Hearing Examiner Reconsideration	Applicant / Appellant will be invoiced for cost
Transcript / Record Preparation Fee	Applicant / Appellant -will be invoiced for cost (Deposit Required)

FEE ADMINISTRATION

A. General Administration of Fee Schedule.

1. All of the required [application](#) fees will be paid at the time of application or when the applicant requests information or service for which a fee is charged above and is rendered without an application being filed, provided that for hourly fees the applicant will be billed and the fees paid before the decision is made and findings signed. For building permits, permit fees will be due at time of permit issuance.
2. Commercial Plan Review, City Engineer Review, and Planning Review - When City review has been conducted and a building permit has not been issued due to a project being cancelled, withdrawn, or expired, the City reserves the right to invoice applicants for the above fees and excessive staff time, as applicable.
3. Each action for which there is a listed fee above will constitute a separate action, and the fee will be computed as determined above (i.e. each variance request is a separate action). ~~Projects containing multiple buildings with the same plan set will only be charged a single commercial or residential plan review fee per building type, at the discretion of City Staff.~~

4. Measurement of acreage will be rounded to the nearest full acre except for areas less than one acre, which will be computed as one acre.
5. Hourly wages will be rounded to the nearest ½ hour as noted except for hours less than ½ hour, which will be computed as ½ hour.
6. The value of projects and / or construction shall be determined by using data taken from the Building Valuation Data Sheet printed in the "Building Safety Journal" published by the International Code Council twice a year. This Fee Schedule includes the most recent valuation data and is updated administratively as the data changes twice each year. If no building permit was required or the building permit was issued more than one year ago, the value shall be determined by the Building Valuation Data Sheet, per County Assessor records, awarded construction bid, estimated construction cost, or other comparable means, as determined by City Staff.
- ~~6.7.~~ [For Building Permits, building permit fees, plan review fees, and Harvard Road Mitigation Fees will be due and payable at the time of building permit issuance. If the building permit is withdrawn or never issued, plan review and processing fees will be billed to the applicant.](#)

B. Refund policy.

1. [An-For Application Fees, an](#) 80% refund of fees will be provided if the Director of Planning & Engineering, or his/her designee, determines that, although the application may have been accepted, no processing by the City has occurred.
2. A 50% refund of [application](#) fees will be provided if the Director of Planning & Engineering, or his/her designee, determines that the request is made prior to any mailing of notice or if any processing by the City has occurred.
3. No refund of fees will be provided after an administrative decision / interpretation is rendered or after the mailing of notice unless the application is withdrawn at the City's request.
4. Full refund of fees, may be authorized if the City has inappropriately told an applicant that a permit / action is required and later it is determined by the City that the permit / application was not necessary / required.

C. Automatic Modification of Fee Schedule

The Planning, Engineering & Building Services Fee Schedule shall be automatically administratively modified twice a year to remain current with the Building Valuation Data Sheet printed in the "Building Safety Journal" published by the International Code Council twice a year. Additionally, the fee schedule will be reviewed for a yearly cost of living adjustment.

D. Waiver of Fees.

The Director of Planning & Engineering, or his/her designee, may waive all or a portion of the fees established herein for special individual circumstances where there is extreme economic hardship, issues of fundamental fairness, or where application of the fee schedule is otherwise unreasonable or impractical. Requests for the waiver of fees shall be made in writing to the Director, stating a reason for the waiver. The decision shall be indicated by letter stating the basis for approval or denial of the waiver and the decision is final and binding.

2020 Proposed Recreation Program Fee Schedule

Program Name	2019 FEES	2020 PROPOSED FEES
ACTIVITIES		
British Soccer Camp (One Week Sports Camp) *		
First Kicks - Jun (3-4 Years)	\$93.00	\$93.00
Full Day - Jun (7-18 Years)	\$208.00	\$208.00
Half Day AM - Jun (6-18 Years)	\$146.00	\$146.00
Half Day PM - Jun (6-18 Years)	\$146.00	\$146.00
Goal Keeper Program Jun (8-18 Years)	\$146.00	\$146.00
Mini Soccer - Jun (4-6 Years)	\$106.00	\$106.00
First Kicks - August (3-4 Years)	\$93.00	\$93.00
Full Day - August (7-18 Years)	\$208.00	\$208.00
Half Day AM - August (6-18 Years)	\$146.00	\$146.00
Half Day PM - August (6-18 Years)	\$146.00	\$146.00
Mini Soccer - August (4-6 Years)	\$106.00	\$106.00
Goal Keeper Program Jun (8-18 Years)	\$146.00	\$146.00
Skyhawks Summer Camps *		
Skyhawks Summer Day Camp (Per Week)	\$149.00	\$159.00
Skyhawks Day Camp (Full Summer Rate)	\$1,150.00	\$1,250.00
Skyhawks Sports Camp *		
Beginning Golf Camp (4 Day)	\$109.00	\$109.00
Beginning Golf Camp (5 Day)	\$129.00	\$129.00
Mini Hawk	\$129.00	\$139.00
Multi-Sport	\$149.00	\$159.00
Soccer (4 Day)	\$119.00	\$119.00
Soccer (5 Day)	\$149.00	\$159.00
Introductory Soccer League	\$74.00	\$74.00
Outdoor Basketball Camp	\$149.00	\$159.00
Outdoor Soccer Clinic	\$74.00	\$74.00
Tennis	\$129.00	\$139.00
Lacrosse	\$129.00	\$139.00
Track & Field	\$149.00	\$159.00
Flag Football Class	\$74.00	\$74.00
Flag Football Clinic	\$74.00	\$74.00
TinkerGarten *		
Spring Season	\$175.00	\$175.00
Summer Season	\$105.00	\$105.00
SuperTots/SoccerTots *		
Teddies / Teddies II	\$120.00	\$120.00
Cubs	\$120.00	\$120.00
Pandas / Bears	\$120.00	\$120.00
Grizzlies / SoccerTouch	\$120.00	\$120.00
EVENTS		
Barefoot in the Park		
Vendor/ Display Booth for Business Outside of Liberty Lake	\$150.00	\$150.00
Vendor/ Display Booth for Business Within Liberty Lake	NO COST	NO COST
Vendor/ Display Booth for Non-Profit Organizations/Charities/Social Services	\$25.00	\$25.00
FACILITIES		
City Gardens (Arboretum, Rocky Hill)		
City Garden Plot Rental (Rocky Hill or Arboretum) (Per Box, Per Season)	\$25.00	\$25.00
LIBERTY LAKE BALL FIELDS		
Non-Profit Organizations:		
Practice (Per Hour, Per Field)	\$5.00	** \$10.00
Game Prep (Per Game, Lined/ Dragged)	\$10.00	** \$20.00
Tournaments, Games, Camps, Clinics, Events (Per Hour, Per Field)	\$10.00	** \$20.00
All Other Organizations and Private Groups:		
Practice (Per Hour, Per Field)	\$15.00	** \$30.00
Game Prep (Per Game, Lined/ Dragged)	\$20.00	** \$40.00
Tournaments, Games, Camps, Clinics, Events (Per Hour, Per Field)	\$20.00	** \$40.00
Concession Fee (Per Day, LL Ballfields ONLY)	\$50.00	** \$100.00
INDOOR FACILITIES		
Trailhead Banquet Room Non-Profit (Per Application, 20 Hour Limit)	\$25.00	\$25.00
Trailhead Banquet Room Regular Use, Monday-Thursday (Per Hour)	\$15.00	\$15.00
Trailhead Banquet Room Regular Use, Friday- Sunday & Holidays (Per Hour)	\$25.00	\$25.00
OUTDOOR FACILITIES		
Pavillion Park Pavilion Shelter Regular Use, Monday-Thursday (Per Hour)	\$25.00	\$25.00
Pavillion Park Pavilion Shelter Regular Use, Friday- Sunday & Holidays (Per Hour)	\$35.00	\$35.00
Pavillion Park Pavilion Shelter Non-Profit (Per Application, 20 Hour Limit)	\$25.00	\$25.00
Rocky Hill Park Picnic Shelter Regular Use, Monday-Thursday (Per Hour)	\$15.00	\$15.00
Rocky Hill Park Picnic Shelter Regular Use, Friday- Sunday & Holidays (Per Hour)	\$25.00	\$25.00
Rocky Hill Park Picnic Shelter Non-Profit (Per Application, 20 Hour Limit)	\$25.00	\$25.00
Orchard Park Picnic Shelter Regular Use, Monday-Thursday (Per Hour)		*** \$15.00
Orchard Park Picnic Shelter Regular Use, Friday- Sunday & Holidays (Per Hour)		*** \$25.00
Orchard Park Picnic Shelter Non-Profit (Per Application, 20 Hour Limit)		*** \$25.00
Orchard Park Pavilion Shelter Regular Use, Monday-Thursday (Per Hour)		*** \$25.00
Orchard Park Pavilion Shelter Regular Use, Friday- Sunday & Holidays (Per Hour)		*** \$35.00
Orchard Park Pavilion Shelter Non-Profit (Per Application, 20 Hour Limit)		*** \$25.00
Event Attendance Over 200 (Pavillion, Rocky, Orchard Per Application)	\$250.00	\$250.00
Excess Water Usage (Pavillion, Rocky, Orchard Per Application)	\$50.00	\$50.00
LIBERTY LAKE OWNED/ OPERATED OUTDOOR SPORTS FIELDS		
Outdoor Sports Fields, Non-Profit (Per Application, 20 Hour Limit)	\$25.00	\$25.00
Outdoor Sports Fields, Regular Use (Per Hour, Per Field)	\$10.00	\$10.00

* Cost shown are approximate and will be finalized by contract.

** Parks & Arts Commission fee increase recommendation.

*** Orchard Park fees follow historical fee structure for existing parks.

Parks & Arts Commission has reviewed and recommends to City Council to approve the 2020 proposed fee schedule.

CITY OF LIBERTY LAKE
FEE & TAX SCHEDULE PROPOSED FOR 2020

BUSINESS LICENSE	\$26 Annual License
MASTER SOLICITOR LICENSE	\$150 Annual License
INDIVIDUAL SOLICITOR LICENSE	\$75 Annual License
BACKGROUND CHECK	\$35 Per Occurance
GAMBLING	
Amusement Games	2% of gross receipts
Social Playing Cards	15% of gross receipts
Bingo & Raffles	5% of gross receipts
Punchboards & Pulltabs - Nonprofit	10% of gross receipts less the amount awarded as prizes
Punchboards & Pulltabs - Commercial	5% of gross receipts
Admissions Tax (Golf Courses and event charges)	5% of admission charge
Cable Franchise Fee	5% of gross income
Storm and Surface Water Utility Charge	\$10 per 3,160 sq ft of impervious surface. Annual Assessment
Sales Tax Rate	8.7% for non food items
Real Estate Excise Tax (REET 1)	.25% on sale of real estate
Real Estate Excise Tax (REET 2)	.25% on sale of real estate
Leasehold Excise Tax	4% of taxable rent
Property Tax - Current Rate	Levy Rate is 1.54/1000
<u>Utility Tax</u>	
Electricity	3% of gross receipts
Gas	3% of gross receipts
Garbage	3% of gross receipts
Cable	3% of gross receipts
Telephone	3% of gross receipts
Lodging Tax	3.3% on charge for lodging
Tourisism Promotion	\$2 per stay
<u>LIBRARY FEES & FINES</u>	
Copies	\$0.10 per item
Lost or damaged books	\$3.00 plus value of book

City of Liberty Lake

Parks & Arts Commission Strategic Plan

2020 - 2023





Liberty Lake Parks and Arts Commission Strategic Plan 2020-2023

VISION

To enrich the quality of life in Liberty Lake through art, high quality programs, and exceptional parks and facilities.

MISSION

To foster an artistic environment that promotes a sense of community, creates a unique identity and supports opportunities for the arts.

COMMISSION RESPONSIBILITIES

- Make recommendations to the City Council on the procurement and placement of art.
- Promote and encourage programming to bring opportunities and awareness of public art.
- Make recommendations and advise City Council on city park additions and needs.

ART FOCUS

- Functional Art – beautification projects, fences, bike racks, benches, and other.
- Interactive Art – art that actively engages the community such as playground equipment, story boards, festivals and other.
- Statement Pieces – roundabouts, parks, statues, panels and other.
- Programming – community theater, civic theater, literacy, dance, and other.

STRATEGIC AIMS

- Design and implement a financial strategy for long-term arts sustainability.
 - Capital Improvement Projects
 - Development / Building Projects
 - City Budget
 - Grants
 - Fundraising
- Set priorities for any available funding for public art.
- Create and implement comprehensive community outreach program.



Liberty Lake Parks and Arts Commission Strategic Plan 2020-2023

- Communication
- Develop Strategic Partnerships – builders/developers, local businesses, banks, libraries, athletic organizations, schools, etc.
- Engage Art Community – local theaters, poets, dance, etc.
- Advise City Council and City Staff on policy that supports the arts, parks, and programming
 - Define and establish a vision that works for Liberty Lake.
 - Create open communication with city staff and council on arts initiatives.
 - Justify the need for quality arts in the City of Liberty Lake.
 - Be an advisory committee for park opportunity recommendations.
 - Be an advisory committee for park programming opportunities.
- Be a resource to builders and developers to incorporate art into projects in public venues.



Liberty Lake Parks and Arts Commission Strategic Plan 2020-2023

PUBLIC ART 2019 - 2023

	Item	Estimated Cost	Notes
2019	Utility Box Wraps		Completed
	Pavillion Park Mural	\$ 10,000.00	Possible carryover to 2020?
	Goat Statue Mascots	\$ 9,000.00	Project moved to 2020
	StoryWalk		Completed
	Beautification		
	*Symphony	\$ 13,500.00	Completed
2020	Utility Box Wraps	\$ 1,500.00	Seek sponsorships
	Orchard Park Temporary Sculpture Garden	\$ 15,000.00	Call to artists to apply. \$1k awarded per sculpture. 15 max.
	Orchard Park Dedication Sculpture	\$ 20,000.00	Purchase one sculpture for park dedication. Estimated cost.
	Goat Statue Mascots	\$ 20,000.00	Moved from 2019
	Beautification	\$ 5,000.00	
	*Orchard Park Event TBD; Symphony		\$10k and \$15k, respectively. FOPP to run Symphony.
	TOTAL	\$ 61,500.00	
2021	Utility Box Wraps	\$ 5,000.00	Seek sponsorships
	Liberty Lake Road Median Sculptures	\$ 50,000.00	
	Beautification	\$ 5,000.00	
	StoryWalk	\$ 4,500.00	
	*Symphony		
	TOTAL	\$ 64,500.00	
2022	Utility Box Wraps	\$ 1,500.00	Seek sponsorships
	Roundabout Art	\$ 50,000.00	
	Beautification	\$ 5,000.00	
	Programming	\$ 10,000.00	
	*Symphony		
	TOTAL	\$ 66,500.00	
2023	Utility Box Wraps	\$ 1,500.00	Seek sponsorships
	Roundabout Art	\$ 50,000.00	
	Beautification	\$ 5,000.00	
	Programming	\$ 10,000.00	
	*Symphony		
	TOTAL	\$ 66,500.00	
	*Funded in general fund as an event		

CITY OF LIBERTY LAKE - SCHEDULE OF LIFT AND TIF CASH, REVENUE, AND EXPENSES

Updated 10/14/2019

THREE (3) YEAR TIMELINE FOR LIFT/TIF - 2020-2022

CASH ON HAND - 12-31-2018 **12,608,536.12**

2019 REVENUE

CITY MATCH - (INCLUDES TIF)	1,000,000.00
STATE MATCH	1,000,000.00
TOTAL - 12-31-2019	14,608,536.12

2020 REVENUE

CITY MATCH - (INCLUDES TIF)	1,000,000.00
STATE MATCH	1,000,000.00
TOTAL - 12-31-2020	16,608,536.12

2021 REVENUE

CITY MATCH - (INCLUDES TIF)	1,000,000.00
STATE MATCH	1,000,000.00
TOTAL - 12-31-2021	18,608,536.12

2022 REVENUE

CITY MATCH - (INCLUDES TIF)	1,000,000.00
STATE MATCH	1,000,000.00

TOTAL - ESTIMATED REVENUE AT 12-31-2022 20,608,536.12

PROJECTS

Indiana Street – from Harvard Rd. to East of Harvard Rd.	2020-2022	\$ 850,000.00	
Harvest Pkwy North of Mission Avenue	2020-2022	\$ 851,000.00	
Indiana, Power Transmission line to Harvest Pkwy	2020-2022	\$ 320,500.00	
Indiana, Harvest Pkwy intersection to Bitterroot	2020-2022	\$ 1,347,000.00	
Indiana, Bitterroot to Harvard	2020-2022	\$ 880,000.00	
Mission Avenue – from Harvest Parkway East 1400'+/-	2020-2022	\$ 2,924,000.00	Est.
Harvard & Indiana Intersection	2020-2022	\$ 1,600,000.00	
Wellington and Harvard Round About	2020-2022	\$ 750,000.00	Est.

CITY PROJECTS

ORCHARD PARK	2019-2020	4,000,000.00	
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TOTAL PROPOSED PROJECTS PER RES 12-164E 13,522,500.00

HENRY ROAD PROJECT

ESTIMATED HENRY ROAD DESIGN COSTS - 2019/2020	850,000.00
ESTIMATED CONSTRUCTION COST FOR LIBERTY LAKE. (Note: Assume \$1M to be reduced by Land Acquired by City)	4,150,000.00
ESTIMATED COST OF OVERPASS RELATED TO SPOKANE COUNTY	1,500,000.00

TOTAL PROPOSED PROJECT (12-164E) & HENRY ROAD PROJECTS 20,022,500.00

REMAINING BALANCE

586,036.12

NOTES:

Projected Revenue thru 12-31-2022

**RESOLUTION 12-164E
CITY OF LIBERTY LAKE
SPOKANE COUNTY, WASHINGTON**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LIBERTY LAKE,
SPOKANE COUNTY WASHINGTON, APPROVING CERTAIN PUBLIC
IMPROVEMENTS AND PUBLIC IMPROVEMENT COSTS; AND PROVIDING FOR
OTHER MATTERS PROPERLY RELATED THERETO**

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LIBERTY LAKE, SPOKANE COUNTY, WASHINGTON, as follows:

WHEREAS, the City of Liberty Lake, Spokane County, Washington (the "City") is a non-charter code city duly organized and existing under and by virtue of the Constitution and laws of the state of Washington;

WHEREAS, chapter 39.89 RCW authorizes the creation of tax increment areas (as defined by RCW 39.89.020(9)) (each an "Increment Area");

WHEREAS, the City authorized Spokane County, Washington (the "County") to create an Increment Area, a portion of which is located within the City's boundaries, by Resolution No. 89, adopted by the City Council of the City (the "Council") on December 20, 2005;

WHEREAS, the Board of County Commissioners (the "Board") created an Increment Area, a portion of which is located in the boundaries of the City, designated "Spokane County Increment Area No. 2005-01" ("IA 2005-01") by its Resolution 2005-1169, adopted by the Board on December 22, 2005. A substantial portion of the Increment Area is not located in the boundaries of the City as a result of an annexation;

WHEREAS, the Council independent of the Board desires to develop a process whereby any developer within IA 2005-01 may present a proposed public improvement (as defined by RCW 39.89.020(4)) (the "Public Improvements") including the proposed cost thereof (the "Public Improvement Costs") as identified in the City's Capital Facility's Plan to the Council in advance of its construction;

WHEREAS, The Council desires to approve any such public improvements and the costs related thereto prior to construction by resolution with the understanding that such approval will not have any binding effect of the actions of the Board although the Board may desire to consider such action; and

WHEREAS, Greenstone Corporation, a Washington Corporation, has submitted certain Public Improvements, including the Public Improvement Costs, to the Council for approval;

WHEREAS, The funds that are deposited in the LIFT program are to be used first for the Public Improvements described in Exhibit A that would benefit economic development in a commercial zoned area within the Increment Area;

WHEREAS, The Council passed Resolution 12-164D approving public improvements and now desire to update Resolution 12-164D with the list of projects identified in Exhibit A;

WHEREAS, The City Council approved Resolution 12-164D in June 2018;

AND WHEREAS, Exhibit A has since been updated to be consistent with the adopted 2020- 2025 City Capital Facilities Plan, as applicable;

NOW, THEREFORE, IT IS HEREBY FOUND, DETERMINED AND ORDERED as follows:

Section 1: Approval of Public Improvements and Public Improvement Costs

The Public Improvements and estimated Public Improvement Costs described in Exhibit A, attached thereto and by this reference incorporated herein are hereby approved.

Section 2: Repealer

All resolutions or parts thereof in conflict herewith are, to the extent of such conflict, hereby repealed, and shall have no further force or effect.

Section 3: Ratification

All actions not inconsistent with the provisions of the Resolution heretofore taken by the Council and the City's employees with respect to the adoption of this Resolution are hereby in all respects ratified, approved and confirmed.

Section 4: Effective Date

This Resolution shall be effective immediately upon its adoption.

APPROVED by the City Council of the City of Liberty Lake this 29th day of October 2019.

Steve Peterson, Mayor

ATTEST:

City Clerk, Ann Swenson

APPROVED AS TO FORM:

City Attorney, Sean P. Boutz

Proposed Revisions – Resolution 12-164E, Exhibit A

Resolution for Projects (Updates Resolution 09-132, 12-164, and 12-164A, B C, & D)

A. Projects the City and the Developer will focus on for 2019 -2022 are the following:

1. <u>Indiana Street – from Harvard Rd. to East of Harvard Rd.</u>	
a. Street and Drainage Improvements	\$ 600,000
b. Sewer	\$ 100,000
c. Water	\$ 150,000
2. Harvest Pkwy North of Mission Avenue	
a. Street and Drainage Improvements	\$ 465,000
b. Sewer	\$ 171,000
c. Water	\$ 215,000
3. Indiana, Power Transmission line to Harvest Pkwy	
a. Street and Drainage Improvements	\$ 195,000
b. Sewer	\$ 64,500
c. Water	\$ 61,000
4. Indiana, Harvest Pkwy intersection to Bitterroot	
a. Street and Drainage Improvements	\$ 920,000
b. Sewer	\$ 152,000
c. Water	\$ 275,000
5. Indiana, Bitterroot to Harvard	
a. Street and Drainage Improvements	\$ 750,000
b. Sewer	\$ 65,000
c. Water	\$ 65,000
6. Mission Water line extension	
a. Water (includes road repairs)	\$ 485,000
7. Mission Round About	
a. Round About	\$ 600,000
8. Mission Avenue – from Harvest Parkway East 1400'+/-	
a. Street and Drainage Improvements	\$2,000,000
b. Water (2016)	\$ 924,000

9. Harvard & Indiana Intersection	
a. Street and Drainage Improvements	\$1,600,000
10. Wellington and Harvard Round About	2021-22
a. Street	\$750,000
<u>Sub Total for B.</u>	<u>\$10,607,500</u>
11. <u>Orchard Park Design and Construction</u>	<u>2019-2020</u>
a. Multi-Use Sports fields, play area, trails, restroom	\$ 4,000,000
12. <u>Henry Rd Project: from Mission to Appleway</u>	<u>2020-2023</u>
a. Total Project = \$16,150,000 (WSDOT = \$8,650,000)	
i. Henry Rd Project Design – paid by City	\$ 850,000
ii. Construction Henry Rd Project – paid by City	\$ 5,150,000
iii. Portion of Overpass at Spokane Transit Corridor	
1. Paid by Spokane County	\$ 1,500,000
<u>Total for all projects:</u>	<u>\$22,107,500</u>

CITY OF LIBERTY LAKE
DEPARTMENT: REVENUE
FUND: General Fund
2020 Line item detail

Account	Title	2017 Actual	2018 Actual	2019 Adopted	2020 Proposed	Notes
308 10 00 02	LLML Cash Drawer Reserved	75.00	75.00	75.00	100.00	
308 10 00 03	City Hall Cash Drawer Reserved	100.00	100.00	100.00	100.00	
308 10 00 04	Petty Cash Reserved	200.00	200.00	200.00	200.00	
308 80 00 00	Unreserved Beginning Cash/Investments	3,617,071.02	3,944,277.11	3,457,015.00	3,234,165.00	EF 092619
311 10 00 00	Property Tax - General	2,062,675.51	2,112,802.65	2,200,000.00	2,320,582.00	Inc \$95K new AV&1% \$25K
311 10 00 01	Property Tax-Drainwater	5,963.20	5,997.40	6,000.00	6,000.00	
313 11 00 00	Local Retail Sales And Use Tax	3,313,789.47	3,547,038.07	3,200,000.00	3,400,000.00	Based on '17 rev plus 3%
313 15 00 00	Special Purpose Tax-Public Safety	96,614.60	111,311.15	100,000.00	110,000.00	Based on '19 Projection
313 71 00 00	Sales Tax - Criminal J	173,623.02	197,566.23	185,000.00	200,000.00	Based on '19 Projection
316 83 00 00	Amusement Games	-	-	-	-	No budget
317 20 00 00	Leasehold Excise Tax	2,839.17	4,709.51	3,500.00	3,500.00	
318 11 00 00	Admissions Tax	87,428.41	91,542.29	90,000.00	95,000.00	
321 91 00 00	Franchise Fees And Royalties	119,989.79	122,573.33	118,000.00	125,000.00	Base on '18 plus '19 projection
321 99 00 00	General Business Licen	47,443.46	48,736.87	43,000.00	45,000.00	
321 99 00 01	Solicitor License	2,475.00	2,170.00	2,000.00	1,000.00	
322 10 00 00	Building Permits	725,095.00	661,782.28	500,000.00	650,000.00	Based on 4 yr (2015-2018) rev avg
333 10 66 00	WA ST Dept Nat'l Resources Arbor Day	310.76	500.00	-	-	
333 20 60 03	WASPC Traffic Safety	2,555.00	2,610.12	2,000.00	2,500.00	Per Chief
333 20 61 00	National Priority Safety Programs	6,472.00	520.44	-	-	No budget
334 00 30 00	Secretary Of State-Public Records Mgmt App	-	-	9,910.00	-	No budget
334 03 10 00	Department Of Ecology Grant	10,084.00	-	-	-	
336 00 99 00	Streamline Sales Tax	56,797.54	19,503.85	5,000.00	-	No budget
336 06 21 00	Criminal Justice - Pop	2,636.43	2,873.60	3,429.00	3,410.00	MRSC rev est
336 06 26 00	Criminal Justice - Spe	9,569.08	10,386.39	11,325.00	12,320.00	MRSC rev est
336 06 42 00	Marijuana Excise Tax Distribution Retail Share	-	-	-	-	Build historical data
336 06 51 00	DUI - Cities	1,413.20	1,464.98	1,500.00	1,500.00	
336 06 94 00	Liquor Board Excise Ta	44,947.74	50,097.73	53,405.00	60,390.00	MRSC rev est
336 06 95 00	Liquor Board Profits	78,729.73	82,113.48	84,782.00	88,220.00	MRSC rev est
337 00 00 01	Timber Excise Tax-Local Grants,Entitlements And Other	11.38	17.17	-	15.00	
337 00 00 02	LIFT-Local Grants,Entitlements & Other Payments	-	-	448,948.00	650,000.00	Pavilion @ Orchard Park
337 00 00 03	Local Grants, Entitlements & Other Payments	-	8,666.71	16,000.00	-	No budget
341 81 00 00	Duplication Serv/Misc	145.50	59.67	100.00	50.00	
341 81 00 01	Photocopies-LLML	1,312.98	1,509.16	700.00	700.00	
341 91 00 00	Election Candidate Filing Services	240.00	-	-	-	No budget
341 93 00 00	Custodial/Janitorial/Maintenance/Building Security Servic	-	148.28	-	-	No budget
342 10 00 00	Law Enforcement Services	69,402.20	39,741.80	-	-	No budget
343 70 00 00	Garbage/Solid Waste Services	16,876.54	19,007.98	16,500.00	19,000.00	Based on '18 actuals
345 70 00 00	Information Services	1,446.69	1,544.59	-	2,000.00	Katy-Port of Seattle
345 81 00 00	Zoning & Subdivision Services	61,794.05	68,655.40	40,000.00	15,000.00	
345 83 00 00	Plan Checking	85,343.30	70,608.53	75,000.00	20,000.00	
347 20 00 00	Inter Library Loan Postage Fee	3.00	-	-	-	
347 30 00 02	Inland Empire Parks Pa	2,770.00	2,942.50	2,000.00	3,000.00	
347 60 00 00	Youth Commission Program Fees	-	-	-	-	
347 60 00 01	Recreation Program Fee	11,079.62	15,953.87	6,000.00	12,000.00	3 yr avg
347 90 00 00	Other Fees & Charges-Barefoot In The Park	1,300.00	375.00	500.00	-	No budget
347 90 00 01	Other Fees & Charges-Winter Festival	-	-	-	-	
353 10 00 00	Fines & Forfeits - Tra	41,841.47	64,738.79	45,000.00	50,000.00	
353 70 00 00	Non-traffic Infraction Penalties	-	-	-	-	No budget
354 00 00 00	Civil Parking Infraction Penalties	-	-	-	-	

359 00 00 00	Non-court Fines And Penalties	12.25	-	-	-	
359 70 00 00	Library Fines	6,245.00	6,244.22	5,000.00	-	Discontinued overdue fines
359 70 00 01	Lost/replacement Of Li	167.00	260.60	150.00	150.00	
359 70 00 02	Lost Or Unuseable Mate	2,312.05	3,328.17	1,350.00	1,500.00	
361 11 00 00	Investment Interest	33,641.65	62,654.47	50,000.00	55,000.00	
361 40 00 00	Sales Tax Interest	2,855.99	4,945.76	4,000.00	5,000.00	
361 40 00 01	Other Interest Earning	1,247.11	2,475.28	1,500.00	1,500.00	
362 00 00 05	Space And Facilities Rentals (Short-Term)	10,852.50	8,008.75	10,000.00	10,000.00	Same as '19
367 11 01 01	Donations-LLML	4,535.46	1,947.78	1,000.00	6,000.00	Inc \$5K frm FOTL
367 19 00 00	Donations-Other	-	400.00	2,000.00	500.00	
367 19 00 01	Donations-Barefoot In The Park	-	-	-	-	
367 19 00 02	Donations-Winter Festival	-	-	-	-	
367 19 00 03	Donations-Youth Commission	-	-	-	-	
367 19 00 04	Donation-Arboretum	-	1,309.45	-	-	
369 20 00 00	Unclaimed Money & Proceeds From Sale Of Unclaimed P	-	-	-	-	No budget
369 30 00 00	Confiscated And Forfeited Property	160.00	1,360.00	-	-	No budget
369 81 00 00	Cash Overages/Shortage	(15.00)	-	-	-	No budget
369 81 01 01	Cash Overages/Shortage-LLML	8.90	0.72	-	-	No budget
369 91 00 00	Other Miscellaneous Revenue	9,617.39	6,459.82	3,000.00	3,000.00	
389 30 00 00	District Court	47,455.12	77,804.04	55,000.00	60,000.00	
389 30 00 01	State Bld Code Surcharge	1,594.50	2,185.50	1,500.00	2,000.00	
389 30 00 02	Sales Tax	-	13.05	-	-	No budget
389 30 00 03	Expense Reimbursement	28,339.55	53,549.29	25,000.00	25,000.00	
389 30 01 01	Inter-Library Loan Expense Reimbursement	30.00	-	-	-	
395 10 00 00	Proceeds From Sales Of Capital Assets	3,246.25	49,245.40	-	1,200.00	
395 20 00 01	Compensation For Loss/Impairment Of Capital Asset	-	-	-	-	No budget
Total		10,914,770.58	11,597,114.23	10,886,489.00	11,301,602.00	

CITY OF LIBERTY LAKE 6-YEAR FORECAST - GENERAL FUND STREET OPS ONLY

<u>REVENUE</u>	2017	2018	2019	2020	2021	2022	2023	2024	2025
	Actual	Actual	Budget	Propose Budget	Projected	Projected	Projected	Projected	Projected
Property Taxes - Proj 1% increase	2,062,676	2,112,803	2,200,000	2,320,581	2,373,787	2,775,000	2,832,750	2,891,078	2,919,989
Sales Taxes - Proj 2% inc	3,313,789	3,547,038	3,200,000	3,400,000	3,468,000	3,537,360	3,608,107	3,680,269	3,753,875
Utility Taxes - Proj 3% - growth of pop	890,449	860,219	810,000	825,000	849,750	875,243	901,500	928,545	956,401
Other Taxes - 3% based on growth	366,468	411,127	384,500	414,500	426,935	439,743	452,935	466,523	480,519
Total Taxes	6,633,383	6,931,187	6,594,500	6,960,081	7,118,472	7,627,346	7,795,293	7,966,415	8,110,784
Licenses & Permits - Proj 1%	895,003	835,262	663,000	821,000	829,210	837,502	845,877	854,336	862,879
Intergovt Revenues - Proj 2%	479,782	409,643	432,542	1,067,050	438,391	447,159	456,102	465,224	474,529
Charges for Services - Flat	248,944	220,547	140,800	72,250	73,695	75,169	76,672	78,206	79,770
Fines - Proj 1%	50,586	74,572	51,500	51,560	52,076	52,596	53,122	53,654	54,190
Misc Revenue - Flat	67,331	139,862	72,250	83,800	84,638	85,484	86,339	87,203	88,075
Non Revenues - Flat	80,189	133,552	81,500	87,000	80,000	80,000	80,000	80,000	80,000
Total Revenue	8,455,219	8,744,624	8,036,092	9,142,741	8,676,481	9,205,257	9,393,406	9,585,037	9,750,226
EXPENDITURES									
Council/Mayor/Finance/Legal/									
Insurance/ Facilities - Proj 2%	1,164,990	1,104,858	1,215,996	1,383,724	1,411,398	1,439,626	1,468,419	1,497,787	1,527,743
Public Safety - 3% plus addt staff	2,025,699	2,121,982	2,388,300	2,619,952	2,742,650	2,824,930	2,909,678	2,996,968	3,086,877
General Govt - 3%	24,363	24,777	25,931	30,074	30,976	31,906	32,863	33,849	34,864
Streets O&M - 3%	1,221,730	915,540	1,092,923	1,150,931	1,185,459	1,221,023	1,257,653	1,295,383	1,334,244
Plan/Build/Engineering	431,479	551,698	627,886	698,974	719,943	771,542	794,688	818,528	843,084
Mental and Physical Health - 3%	1,837	9,962	13,000	13,000	13,000	13,000	13,000	13,000	13,000
Operations & Maintenance - 3%	1,073,817	1,229,177	1,676,003	1,850,007	1,905,507	1,962,672	2,021,553	2,082,199	2,144,665
Library - 1%	460,663	481,784	521,885	601,487	607,502	673,577	680,313	687,116	693,987
Debt Service - Per Sch	271,894	161,520	161,521	80,760	0	0	0	0	0
Nonexpenditures - Flat	50,418	127,614	82,000	90,000	80,000	80,000	80,000	80,000	80,000
Total Exp before Capital Outlay	6,726,889	6,728,913	7,805,445	8,518,909	8,696,436	9,018,275	9,258,166	9,504,830	9,758,465
Revenue Greater (less) than Exp	1,728,330	2,015,712	230,647	623,832	(19,955)	186,981	135,240	80,207	(8,239)
Capital Outlay (LIFT included) - Flat	1,213,740	2,535,416	423,798	883,596	0	0	0	0	0
Revenue Greater (less) than Exp	514,590	(519,704)	(193,151)	(259,764)	(19,955)	186,981	135,240	80,207	(8,239)
Beginning Cash Balance	3,866,453	4,381,042	3,861,338	3,668,187	3,408,423	3,388,468	3,575,449	3,710,689	3,790,896
Ending Cash Balance	4,381,042	3,861,338	3,668,187	3,408,423	3,388,468	3,575,449	3,710,689	3,790,896	3,782,657

CITY OF LIBERTY LAKE 6-YEAR FORECAST - GENERAL FUND STREET OPS ONLY

Increase (-decrease) in Cash	7.65%	-7.72%	-2.47%	-3.05%	-0.23%	2.07%	1.46%	0.84%	-0.08%
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NOTES:

	2019	2020	2021	2022
#1. Police Staff additions plus car	2	1.5	0	0
- Staffing levels are based upon	270,000	155,000	-	-

#2. Streets Fund (Fund 110) is included in this forecast.

#3. Streets O&M includes \$400K transfer to Streets
Capital Fund for project identified in the Streets
Maintenance Plan

#5. Note the reduction in Debt Payments. 2020 will be the last one.

#6. Items in this line would be for special projects like park improvements. Machinery and equipment are included in the departments.

#7. TIF expires in 2021