

**STANDING COMMITTEE MINUTES**  
**City of Spokane**  
**Finance & Administration Committee**  
**August 16, 2021**

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**Attendance**

Council Member Betsy Wilkerson, Council Member Candace Mumm, Council President Breean Beggs, Council Member Karen Stratton, Council Member Kate Burke, Council Member Lori Kinnear, Council Member Michael Cathcart, Tonya Wallace, Hannahlee Allers, Amie Blain, Ariane Schmidt, Brian Schaeffer, Mark Carlos, Kirstin Davis, Dusty Fredrickson, Shauna Harshman, Michelle Hughes, Paul Ingiosi, Jacob Miller, Jeff Teal, Justin Lundgren, Michael McNab, Johnnie Perkins, and Meghann Steinolfson

**I. Call to Order**

This meeting started at 1:17 p.m. and was conducted through Webex.

**II. Approval of Minutes**

Meeting Minutes for July 19, 2021 were approved.

**III. Consent Items**

- A. Airport's Joint Resolution
- B. AssetWorks M5 Annual Support and Upgrades
- C. Council Confirmation of Mayoral Appointees (3)
  - 1. CM Mumm requested discussion. Meghann Steinolfson explained that Kyle Twohig is being recommended to fill the Engineering Services Director position. The City Charter will be consulted prior to this request being submitted for the City Council Agenda. Steven McDonald is an external candidate being recommended for the Community and Economic Development Director position. Christ Averyt is being recommended for the Solid Waste Disposal Director position.
- D. Ordinance Allowing Amendments to SMC Regarding Department Titles
  - 1. CM Mumm requested discussion. Terri Pfister advised this is to update department and director titles.
- E. Rubicon Global, LLC Annual Software Renewal and Additional Vehicle Tablet/Pods Purchases
- F. Value Blanket for Battery Systems Expenditure Increase

#### IV. Discussion Requests

- A. SBO for Police Reform State Funding – Paul Ingiosi  
Please see attachments and documents submitted to the committee.
- B. SBO for Public Safety Reserve for Equipment – Michelle Hughes  
The funds are restricted to capital purchases or debt service. Please see documents submitted to the committee.
- C. SBO for PMO Consulting Services – Dusty Fredrickson  
This is a request to move salary savings to be repurposed to the PMO's Contract Service Fund. This position will provide support for Dusty, so that he can provide support for other systems. The project employee will also assist Erica Jacobo with the US Bank payment gateway conversion. Salary savings from two vacant positions are being used, and he is working with Civil Service to fill those vacant positions. Please see documents submitted to the committee.
- D. Amendment for PMO Consulting Services – Dusty Fredrickson  
Contract extension with VOLT to fill the project employee position mentioned in **Discussion Requests Item C**. Please see documents submitted to the committee.
- E. SBO for Facilities Administration Request – Jeff Teal  
This SBO will fund an Administrative Specialist position. There is currently no administrative support to assist the Facilities Management department and assist with the maintenance system. Please see documents submitted to the committee.
- F. SBO for Facilities Maintenance Program – Jeff Teal  
Currently, there are multiple unfunded projects. This request will provide funding for ongoing City maintenance projects. Please see documents submitted to the committee.
- G. SBO for Cooling, Warming and Hazard Events – Jacob Miller  
This request appropriates money for cooling centers and safe air centers. Due to the change in activation criteria and weather, the transfer is necessary. Please see attachments and documents submitted to the committee.
- H. SBO for Emergency Shelter Contract Extension (Truth Ministries) – Tonya Wallace  
Please see **Discussion Requests Item I** for related contract information. Please see documents submitted to the committee.
- I. Contract Extension for Emergency Shelter (Truth Ministries) – Kirstin Davis  
The contract extension will allow for maintaining the level of service for 40 spaces for the men's shelter. CM Wilkerson asked about the reduction from 75 to 40 spaces. Kirstin advised the number "75" was a typo, and the contract has always stated the number "40." CP Beggs asked the following: "Truth offered to do 24/7 does this accomplish that?" Kirstin advised that may change the scope of the contract, and she can look into the current contract. Please see documents submitted to the committee.

- J. Sole Source Contract for Pomegranate Associates – Shauna Harshman  
Pomegranate Associates was the only vendor that could provide the level of support for the needed projects. This resolution would authorize a sole source contract with Pomegranate Associates. This will provide facilitation training with an end goal of facilitating a community-wide workshop model for all 29 neighborhoods. The anticipated period of time for these services is about one year. Please see documents submitted to the committee.
- K. 2014-2019 ADA/Section 504 Transition Plan – Meghann Steinolfson  
This is a request for retroactive City Council approval for this plan, and this plan is a requirement for the City. The ADA transition plan from 2015 was never brought forward to City Council for approval, and Meghann is now bringing forward for approval. The plan required extensive work and included many stakeholders. The City is currently out of compliance and did receive an ADA complaint. The Department of Justice could intervene if a plan is not put into place. CM Stratton asked if other cities have retroactively signed this type of plan, and how many other cities have gone this long without a plan. Meghann advised the City has been working as though this plan was in place and is requesting that it be formally signed. She also advised it is a common problem for other cities. The City has been actively following ADA guidelines. This document was just not formally approved by City Council. Please see documents submitted to the committee.

**V. Committee Briefs**

- A. Additional Personnel Holiday Hours Report – Meghann Steinolfson  
The City recognized staff faced unprecedented challenges during the COVID pandemic and record-setting temperatures. The Mayor authorized an additional 16 hours to non-public safety employees. Public safety employees have to be replaced when taking time off, so the budgetary impact was low. CM Mumm requested a summary of budgetary impacts. She said Council and Labor Units should have been consulted. Meghann advised this was discussed with Labor Units, but not with City Council. CM Wilkerson asked who has the authority to determine vacation time. Meghann advised authority lies between the City Administration and Labor Unions directly. CM Cathcart asked for updates going forward, and he is understanding of the benefits for employees due to the conditions, as long as we can avoid unintended consequences. Meghann advised communication will be provided going forward. CM Mumm advised she is concerned about the budget impact and public services in situations such as this, and City Council may need to consider policy going forward if the Mayor has authority in these matters. CM Wilkerson thanked City employees for their hard work. Please see documents submitted to the committee.
- B. Mental Health Crisis Stabilization Facility Financial Update – Ariane Schmidt  
CM Wilkerson asked for an explanation between this facility and the two other stabilization facilities. Ariane explained this is a place for people to go without Police escort. The process happens prior to any justice system involvement. An individual can assist independently of other resources to request to submit a patient for care. This is labeled as a residential treatment facility. Please see documents submitted to the committee.

- C. **Sheltering Update – Tonya Wallace**  
Tonya opened the floor for discussion regarding sheltering. CM Mumm asked about the \$500k commitment becoming a 5-year, \$2.5 million commitment. Tonya was not with the City at that time, but she did work with the County at that time. She said her understanding was that there was a project charter signed by the City and County, and the County signed a resolution to affirm the commitment of \$2.5 million and the period of 5 years. She understood the City had set aside \$500k for 2020 and 2021. CM Mumm asked to work on reviewing to determine next steps. CM Kinnear asked for clarification on whether the County spent their money, and she is concerned the City is spending General Fund money and others are not. City Council is seeking clarity on funding sources and time commitment.
- D. **Take-Home Vehicle Report – Tonya Wallace, Major McNab, and Chief Schaeffer**  
CP Beggs asked about take home usage for Policy vehicles, and Major McNab explained the policy regarding usage. Major McNab advised some vehicles do have GPS systems. Aside from an audit on mileage, there is no method of tracking the vehicles and their usage. Major McNab advised severe sanctions would result if unauthorized usage is determined. Police vehicles receive Fleet cards for fuel, and the pumps require the vehicle number and mileage. City policy prohibits personal usage of City vehicles. An Internal Fleet Manager is beginning Sept. 7, for Police. This new manager can handle vehicle-related questions and concerns. Chief Schaeffer can handle these requests on behalf of the Fire Department. Chief Schaeffer explained the Fire Department issues take-home vehicles on a limited basis according to policy. Currently, there are 12 take-home vehicles for the Fire Department. CM Kinnear asked if any of the take-home equipment is not being used on a regular basis. Chief Schaeffer advised all of the take-home equipment is being used regularly each week. He advised he receives on average ten calls per week for which he responds for the City. Please see attachments and documents submitted to the committee.

**VI. Standing Topic Discussions**

- A. **Monthly Financial Reports – Paul Ingiosi**  
CM Mumm asked if the refund from the Wildfire Fund is being returned to the correct fund. Paul Ingiosi confirmed it will be returned to the correct fund. Please see attachments and documents submitted to the committee.

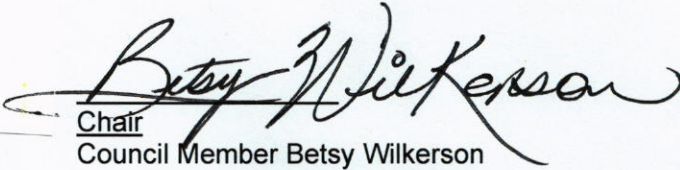
**VII. Adjournment**

The meeting was adjourned at 2:58 p.m. The next meeting is scheduled for September 20, 2021 at 1:15 p.m.

Prepared by:

Amie Blain

Approved by:



Chair  
Council Member Betsy Wilkerson

For further information contact: Amie Blain, 509-625-6585

## Briefing Paper

### Finance and Administration

<b>Division &amp; Department:</b>	Spokane Police Department
<b>Subject:</b>	SBO for Police Reform State Funding
<b>Date:</b>	08/16/2021
<b>Author (email &amp; phone):</b>	Paul Ingiosi ( <a href="mailto:pingiosi@spokanecity.org">pingiosi@spokanecity.org</a> / 625-6061)
<b>City Council Sponsor:</b>	CM Wilkerson
<b>Executive Sponsor:</b>	Tonya Wallace
<b>Committee(s) Impacted:</b>	Finance and Administration
<b>Type of Agenda item:</b>	<input type="checkbox"/> Consent <input checked="" type="checkbox"/> Discussion <input type="checkbox"/> Strategic Initiative
<b>Alignment:</b> (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	Budget
<b>Strategic Initiative:</b>	N/A
<b>Deadline:</b>	
<b>Outcome:</b>	SBO to Receive and Appropriate Legislation Implementation Funds
<u>Background/History:</u> The Washington State Legislature passed ESSB 5092 in April 2021 which set the state operating budget for the 2021-2023 biennium. Included in that legislation was a \$20 million distribution from the Office of Financial Management to cities, according to population, to assist with one-time costs related to law enforcement and criminal justice related legislation enacted between January 1, 2020, and June 30, 2021.	
<u>Executive Summary:</u> The City of Spokane received approximately \$890,000 from the state to assist with those one-time costs. Beginning September 1, 2021, the Spokane police department will report quarterly to the Mayor and the City Council on the uses of these funds until the full amount is spent, or the state appropriation lapses.	
<u>Budget Impact:</u> Approved in current year budget? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A Annual/Reoccurring expenditure? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A If new, specify funding source: Reclassify current expenses Other budget impacts: (revenue generating, match requirements, etc.)	
<u>Operations Impact:</u> Consistent with current operations/policy? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A Requires change in current operations/policy? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A Specify changes required: Known challenges/barriers: Known challenges/barriers:	



# SPOKANE POLICE DEPARTMENT

## CHIEF OF POLICE

### CRAIG N. MEIDL

To: CFO Tonya Wallace and Members of the Spokane City Council  
From: Asst. Chief Lundgren  
Date: August 12, 2021  
RE: Police Reform Cost Plan and Spending

Members of the SPD Senior Staff leadership team have begun assessing the financial impacts of the recent Washington State Reform laws. Department leadership is actively gathering input from members of the organization on those one-time costs that will be most effective in carrying out and implementing the legislation. The preliminary list of expenditure categories below were identified as being the most impactful to a successful implementation.

#### **SAFETY EQUIPMENT**

The legislation emphasizes the requirement to slow down tactical situations and provide prolonged periods of time as an alternative to using force. This includes additional time to communicate and tactically reposition officers and equipment when necessary if it will reduce the need for force. To be most successful in these scenarios, the SPD will procure additional safety equipment for use by officers to minimize the risk to officer's while facilitating additional interaction time. The SPD is in the process of adding 75 personal ballistic shields to patrol vehicles to have them available to officers on every call where they are needed.

#### **LESS LETHAL TOOLS**

The use of less lethal tools is encouraged in the legislation as a way to reduce the amount of force used in police citizen interactions. The SPD plans to purchase additional systems and to increase the number of less lethal tools available to patrol officers in the field to ensure their availability. By increasing the variety and quantity of less lethal systems available in patrol vehicles, officers will have additional deployment options to safely end force situations with minimal force. The SPD is in the process of acquiring 100 additional pneumatic Pepperball launching systems.

#### **TRAINING**

Department training will be an important component of the implementation. Department employees must be instructed in the content and implementation of the reforms to include changes to department policies and procedures. Further, specialized training will be necessary to build and enhance the skills necessary to implement the changes. Training may include



additional sessions of in-service training, hosting training provided by third parties, and sending officers and trainers to outside training or train-the-trainer sessions.

## **RECRUITING**

SPD plans to expend funding to assist with recruiting additional officers. It is increasingly critical that SPD attract and hire the most qualified and diverse police applicants available. Expanding our recruiting efforts outside of the immediate area will involve travel, advertising, dedicated follow up with applicants, and potentially other costs. These efforts will assist us to attract the quantity and quality of personnel to avoid the staffing shortages currently experienced by some other law enforcement agencies in the state.

## **NEGOTIATION TEAM EQUIPMENT**

The Hostage Negotiation Team is a group of officers who are specially trained to communicate during standoffs and other dangerous situations. The negotiators work to peacefully bring dangerous situations to an end using persuasion and influence. Members have initial and on-going training requirements. SPD is considering the expansion of the team to include additional members.

The HNT has been utilized with increasing frequency over the past few years (22 callouts in 2019, 34 callouts in 2020, and 46 utilizations year-to-date in 2021.) This does not include all of the incidents that required the use of individual negotiators during patrol incidents without a teeciam activation. This increasing trend is expected to continue and SPD leadership has recently emphasized the importance of utilizing this group more frequently when their services are appropriate.

The HNT has equipment needs to fulfill this important mission. The HNT utilizes a specialized vehicle to carry out their role of communication and research separate from the IC area. The vehicle also houses specialized equipment. The current vehicle is a 1999 motorhome that is in critical need of replacement. SPD is also considering the purchase of additional equipment to support HNT efforts.

## **REMOTE OBSERVATION EQUIPMENT**

It is critical that officers have the most flexibility to provide additional time, distance, and cover during tense interactions. To be effective, officers must be able to monitor the situation from a distance. SPD will need to acquire additional equipment to keep watch over a dangerous situation while minimizing the risk of officers directly interacting with the suspect.





SPD leadership will provide the City Council with quarterly updates during the expending of these funds and to any changes in department needs associated with the reform efforts. This document and list is preliminary and subject to change over the course of the implementation process.

Thank you for your consideration.



ORDINANCE NO \_\_\_\_\_

An ordinance amending Ordinance No. C-35971, passed by the City Council December 14, 2020, and entitled, "An ordinance adopting the Annual Budget of the City of Spokane for 2021, making appropriations to the various funds of the City of Spokane government for the fiscal year ending December 31, 2021, and providing it shall take effect immediately upon passage", and declaring an emergency.

WHEREAS, subsequent to the adoption of the 2021 budget Ordinance No. C-35971, as above entitled, and which passed the City Council December 14, 2020, it is necessary to establish and make changes in the appropriations of various funds, which changes could not have been anticipated or known at the time of making such budget ordinance; and

WHEREAS, this ordinance has been on file in the City Clerk's Office for five days; - Now, Therefore,

The City of Spokane does ordain:

Section 1. That in the budget of the General Fund, and the budget annexed thereto with reference to the General Fund, the following changes be made:

- (1) Increase revenue by \$889,807.
  - (A) \$889,807 of the increased revenue in the Police department is a distribution from the state to assist with one-time costs related to law enforcement and criminal justice related legislation enacted between January 1, 2020 and June 30, 2021.
- (2) Increase expenditures by \$889,807.
  - (A) The increased expenditure appropriation will be spent solely for one-time costs related to law enforcement and criminal justice related legislation enacted between January 1, 2020 and June 30, 2021. Beginning September 1, 2021, the department shall report quarterly to the Mayor and the City Council on the uses of these funds until the full amount is spent, or the state appropriation lapses.

Section 2. It is, therefore, by the City Council declared that an urgency and emergency exists for making the changes set forth herein, such urgency and emergency arising from the need to add one Probation Officer II position in response to increased demand on the electronic monitoring program, and because of such need, an urgency and emergency exists for the passage of this ordinance, and also, because the same makes an appropriation, it shall take effect and be in force immediately upon its passage.

Passed the City Council \_\_\_\_\_

\_\_\_\_\_  
Council President

Attest: \_\_\_\_\_  
City Clerk

Approved as to form: \_\_\_\_\_  
Assistant City Attorney

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Date

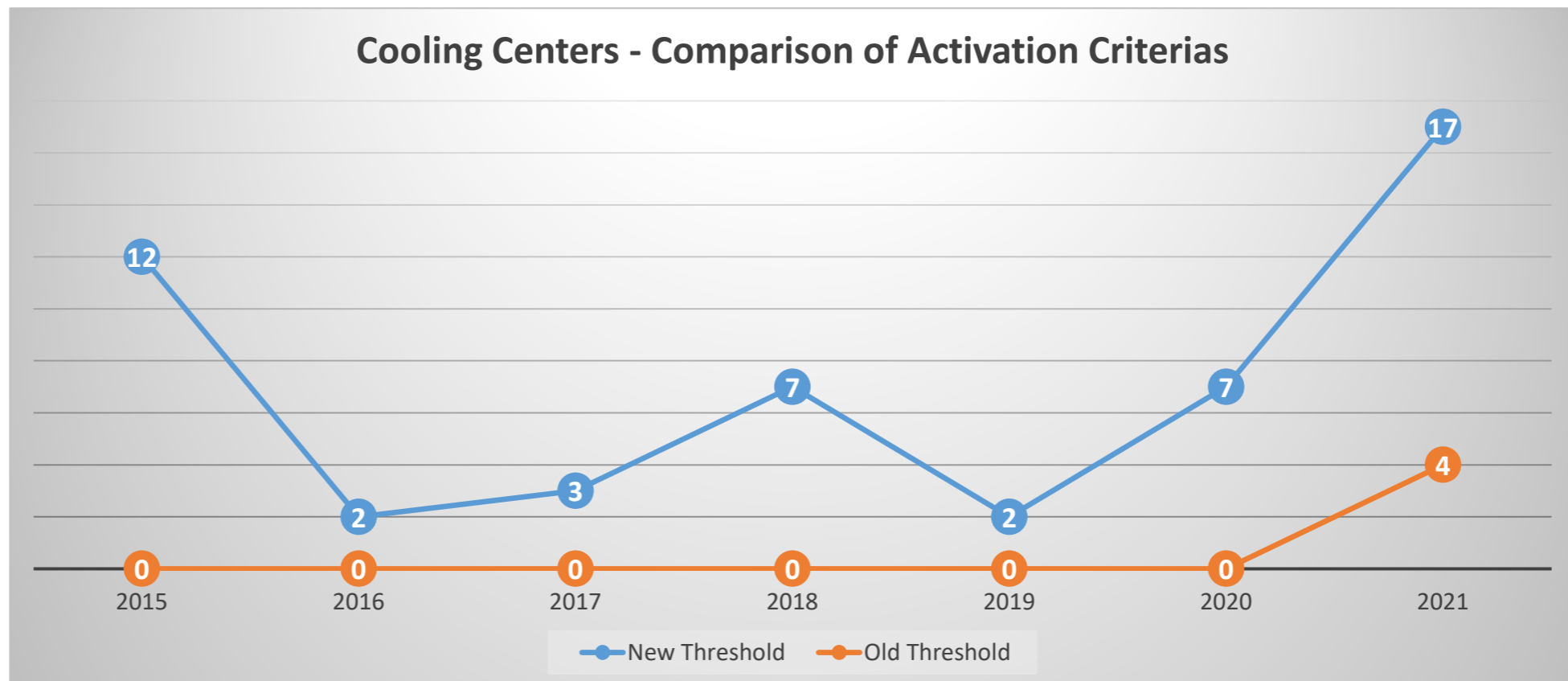
\_\_\_\_\_  
Effective Date

## Cooling Centers by Activation Criteria - Historical Comparison

Year	New Threshold	Old Threshold
2015	12	0
2016	2	0
2017	3	0
2018	7	0
2019	2	0
2020	7	0
2021	17	4

**New Threshold:** 95+ degrees for 2 or more consecutive days.

**Old Threshold:** 100+ degrees for 3 or more consecutive days.

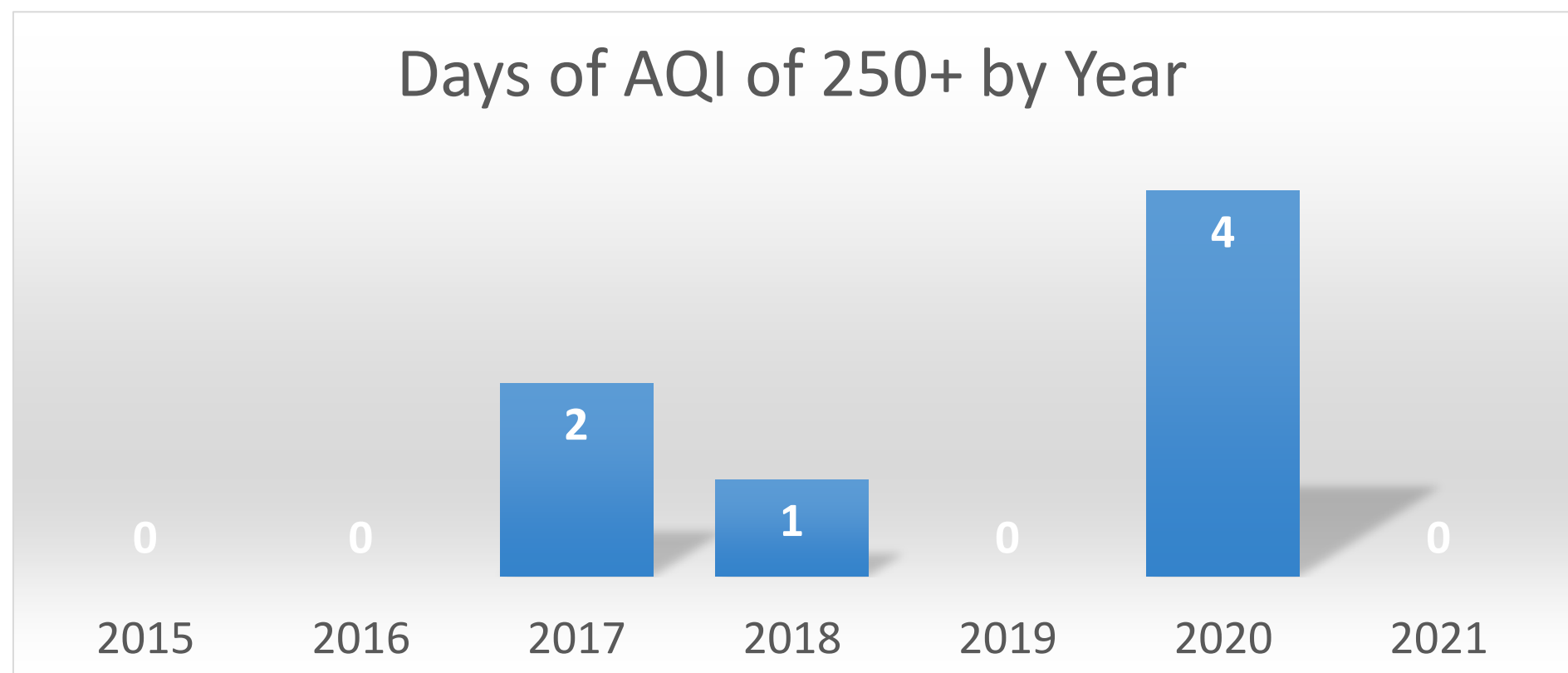


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\*Data retrieved from Weather Underground at <https://www.wunderground.com/history/monthly/us/wa/spokane/KGEG/date/2021-8>

## Safe Air Centers History

Year	Threshold	Hazardous Air:
2015	0	For the purpose of engaging safe air centers, the city requires an air quality index value of 250 or higher.  Going forward, meeting this criteria will require the safe air center to be open for the entirety of any day that meets the criteria described above.
2016	0	
2017	2	
2018	1	
2019	0	
2020	4	
2021	0	



\*Data retrieved from SpokaneCleanAir.org at <https://spokanecleanair.org/air-quality/air-quality-publications-reports/>

### Cooling Centers

Year	Month	Days of 95+, 2 Consecutive	Days of 100+, 3 days consecutive
2021	June	5	4
2021	July	6	0
2021	August	6	0
2020	July	4	0
2020	August	3	0
2019	August	2	0
2018	July	4	0
2018	August	3	0
2017	July	3	0
2016	July	2	0
2015	June	2	0
2015	July	5	0
2015	August	5	0
2021		17	4
2020		7	0
2019		2	0
2018		7	0
2017		3	0
2016		2	0
2015		12	0

### Safe Air Centers

Year	Month	PM2.5 - Days above 250
2020	September	4
2018	August	1
2017	September	2



# Take-Home Vehicles

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City of Spokane

Finance & Administration Committee

August 16, 2021



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Department	# of Vehicles
Fire	16
Police	249
Engineering Services	3
Code Enforcement	1
Total	269

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# Fire Department

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- Number of take-home vehicles: 16
- Chief Stockdill manages spreadsheet containing vehicle VINs and Departments #s for whom the vehicles are assigned.
- Vehicles are assigned by position/title instead of to a specific person due to people moving around.

# Police Department

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- Number of take-home vehicles: 249
- The Fleet Tracker in SharePoint is used to manage vehicle information. Kevin Keller manages the list.
- 103 – Specialty positions: SWAT, HNT, Traffic, K-9, TAC, NROs, and BHU. These are used for both patrol work and specialty assignments.
- 76 – Assigned to investigations. These would not be suitable for Patrol.
- 59 – Patrol high-use pool vehicles.



# Police Department Continued

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- 25 – Older cars put back into service to minimize sharing vehicles during COVID. These cars would have otherwise been auctioned off due to their age and mileage.
- 24 – Admin (Lieutenants and above).
- 9 – Seasonal-use motorcycles for traffic unit.
- 8 – Training.
- 4 – Miscellaneous (Chaplain, Fleet, and TARU).

# Other City Departments

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- This includes all City departments minus Fire and Police.
- Number of take-home vehicles
  - Engineering: 3
  - Code Enforcement: 1
- Employees enter take-home vehicle information directly into PeopleSoft & complete a “Take-Home Vehicle Assignment Authorization Request.”
- This data can be accessed through a query within the system.

NUMBER	YEAR	MAKE	MODEL	VEH TYPE	DIVISION	NOTES	MILEAGE
426999	2008	CHEVROLET	IMPALA	Auto	ACADEMY	BLACK	93974
427104	2008	FORD	CROWN VIC	Auto	ACADEMY	BEIGE	104024
427136	2008	CHEVROLET	IMPALA	Auto	ACADEMY	SLATE	112631
427811	2011	CHEVROLET	IMPALA	Auto	ACADEMY	GOLD	60034
427812	2011	CHEVROLET	IMPALA	Auto	ACADEMY	SILVER	96568
428095	2013	FORD	P2M SEDAN	Auto	ACADEMY		85390
428723	2017	FORD	EXPLORER	Utility	ACADEMY	BLACK	14228
428942	2020	FORD	K8A HYBRID	Utility hybrid	ACADEMY	ADMIN HYBRID	
421009	1996	FORD	WINDSTAR	Van	ADMIN	WHITE	66871
421015	1997	FORD	ESCORT	Auto	ADMIN	WHITE	79108
426998	2008	CHEVROLET	IMPALA	Auto	ADMIN	SLATE	148110
427537	2010	CHEVROLET	IMPALA	Auto	ADMIN	SILVER	83006
427819	2011	CHEVROLET	IMPALA	Auto	ADMIN	GRAY	57083
427913	2011	FORD	CROWN VIC	Auto	ADMIN	MED TITANIUM	69862
428108	2013	FORD	P2M SEDAN	Auto	ADMIN	B&W	43334
428114	2013	CHEVROLET	IMPALA	Auto	ADMIN	SILVER	45511
428311	2014	CHEVROLET	TAHOE	Utility	ADMIN	BLACK	68680
428312	2014	CHEVROLET	TAHOE	Utility	ADMIN	BLACK	45050
428348	2015	FORD	K8A-INTERCEPTOR	Utility	ADMIN		54766
428382	2015	FORD	F350 4X4 W/UTILITY BI	Pickup	ADMIN	WHITE-BOMB UNIT TRUCK	25016
428602	2017	FORD	EXPLORER	Utility	ADMIN	BLACK	28912
428607	2017	FORD	EXPLORER	Utility	ADMIN	BLACK	28161
428610	2017	FORD	EXPLORER	Utility	ADMIN	BLACK	13812
428719	2017	FORD	EXPLORER	Utility	ADMIN	BLACK	23826
428880	2020	FORD	K8A	Utility	ADMIN	K8A	75
428941	2020	FORD	K8A HYBRID	Utility hybrid	ADMIN	ADMIN HYBRID	
428360	2015	FORD	K8A-INTERCEPTOR	Utility	ADMIN	B&W	50546
428595	2017	FORD	EXPLORER	Utility	ADMIN	BLACK	27506
428605	2017	FORD	EXPLORER	Utility	ADMIN	BLACK	38876
428606	2017	FORD	EXPLORER	Utility	ADMIN	BLACK	35235
428876	2020	FORD	K8A	Utility	ADMIN	K8A	5336
428879	2020	FORD	K8A	Utility	ADMIN	K8A	10647
428463	2016	CHEVROLET	TAHOE	Utility	ADMIN	BLACK	52223
427816	2011	CHEVROLET	IMPALA	Auto	CHAPLIN	RED	96936
423560	2002	FORD	EXCURSION	Utility	EDU		53520
428326	2013	FORD	F150	Pickup	EDU	BOMB DOG TRUCK	71381
422466	1995	CHEVROLET	PU-4X4 1/2 TON	Pickup	FLEET	GOLD-PARKED CNTY COUR	49728
424933	2008	FORD	F150	Pickup	INV	WHITE-number inside door st	93055
425490	2004	FORD	CROWN VIC	Auto	INV	SILVER	83026
426994	2004	CHEVROLET	TAHOE	Utility	INV	GREEN	140000
427305	2006	GMC	ENVOY	Utility	INV		123978
427536	2010	CHEVROLET	IMPALA	Auto	INV	GRAY	72648
427538	2010	CHEVROLET	IMPALA	Auto	INV	BLACK	68624
427539	2010	CHEVROLET	IMPALA	Auto	INV	BLUE	70039
427572	2010	FORD	CROWN VIC	Auto	INV	BEIGE	55872
427810	2011	CHEVROLET	IMPALA	Auto	INV	GOLD	84378
427813	2011	CHEVROLET	IMPALA	Auto	INV	SILVER	78653
427814	2011	CHEVROLET	IMPALA	Auto	INV	BLUE	64443
427815	2011	CHEVROLET	IMPALA	Auto	INV	BLUE	85411
427817	2011	CHEVROLET	IMPALA	Auto	INV	BLACK	58299
427818	2011	CHEVROLET	IMPALA	Auto	INV	GRAY	66562
427821	2011	CHEVROLET	IMPALA	Auto	INV	GRAY	96820
428097	2013	FORD	P2M SEDAN	Auto	INV	A B	47088
428112	2013	CHEVROLET	IMPALA	Auto	INV	BLACK	49243
428113	2013	CHEVROLET	IMPALA	Auto	INV	GRAY	51073
428228	2007	CHEVROLET	AVALANCHE	Pickup	INV		141021
428294	2014	FORD	K8A EXPLORER	Utility	INV	BLACK	77290
428310	2014	CHEVROLET	TAHOE	Utility	INV	WHITE	78557
428313	2014	CHEVROLET	TAHOE	Utility	INV	B&W	44889
428373	2008	DODGE	1500	Pickup	INV	?GREEN	127062
428386	2015	CHEVROLET	IMPALA	Auto	INV	BLACK	91700

EDU USE ONLY

428388	2015	CHEVROLET	IMPALA	Auto	INV	BLACK	34318	
428389	2015	CHEVROLET	IMPALA	Auto	INV	BLACK	56478	
428390	2015	CHEVROLET	IMPALA	Auto	INV	BLACK	28140	
428391	2015	CHEVROLET	IMPALA	Auto	INV	BLACK	43434	
428392	2015	CHEVROLET	IMPALA	Auto	INV	BLACK	25661	
428393	2015	CHEVROLET	IMPALA	Auto	INV	BLACK	48972	
428394	2015	CHEVROLET	IMPALA	Auto	INV	BLACK	60529	
428395	2015	CHEVROLET	IMPALA	Auto	INV	BLACK	46035	
428402	2012	TOYOTA	CAMRY	Auto	INV	SILVER	94033	
428404	2008	NISSAN	FRONTIER	Utility	INV	GRAY	96150	
428419	2008	TOYOTA	LEXUS	Auto	INV		121191	
428480	2012	GMC	SIERRA 1500	Pickup	INV	BLUE	79120	
428570	2012	TOYOTA	CAMRY	Auto	INV		74578	
428572	2012	DODGE	RAM 1500	Pickup	INV	SILVER	133514	
428575	2014	JEEP	Latitude	Utility	INV	GRAY	74637	
428576	2012	JEEP	WRANGLER	Utility	INV	SILVER	77732	
428581	2015	FORD	TAURUS	Auto	INV	GRAY	62900	
428636	2015	NISSAN	PATHFINDER	Auto	INV	GRAY	61927	
428637	2015	SUBARU	Outback	Auto	INV	BLACK	81502	
428715	2018	CHEVROLET	TAHOE	Utility	INV	BLACK	23726	
428726	2018	FORD	TAURUS	Auto	INV	BLACK	14430	
428727	2018	FORD	TAURUS	Auto	INV	BLACK	10739	
428728	2018	FORD	TAURUS	Auto	INV	BLACK	8943	
428729	2018	FORD	TAURUS	Auto	INV	BLACK	5708	
428730	2018	FORD	TAURUS	Auto	INV	BLACK	12900	
428731	2018	FORD	TAURUS	Auto	INV	BLACK	23525	
428732	2018	FORD	TAURUS	Auto	INV	BLACK	15016	
428735	2018	FORD	TAURUS	Auto	INV	BLACK	13815	
428736	2018	FORD	TAURUS	Auto	INV	BLACK	10313	
428737	2018	FORD	TAURUS	Auto	INV	BLACK	7267	
428738	2018	FORD	TAURUS	Auto	INV	BLACK	12093	
428807	2017	NISSAN	PATHFINDER	Utility	INV	SIU-FOREITURE FUNDS	65780	
428817	2014	FORD	EXPLORER	Utility	INV	OPR0725-RR527024001	69625	
428852	2019	CHEVROLET	TAHOE	Utility	INV	TAHOE	8194	
428882	2020	FORD	K8A	Utility	INV	K8A	37	
428883	2019	FORD	F150	Pickup	INV	F150 4x4	10527	
428884	2019	FORD	F150	Pickup	INV	F150 4x4	20671	
428885	2019	FORD	F150	Pickup	INV	F150 4x4	9231	
428896	2017	NISSAN	PATHFINDER	Utility	INV	SIU FORFEITURE FUNDS	33800	
428898	2017	SUBARU	Outback	Auto	INV		21502	
428910	2017	JEEP	CHEROKEE	Auto	INV		70880	
428358	2015	FORD	K8A-INTERCEPTOR	Utility	INV	B&W	61130	
428096	2013	FORD	P2M SEDAN	Auto	INV	LT BLUE	40353	
428804	2011	GMC	SIERRA 1500	Utility	PACT	SIU-PACT FUNDS	114321	
424025	2002	FORD	CROWN VIC	Auto	PATROL	SILVER	115444	COVID
424922	2003	FORD	CROWN VIC	Auto	PATROL	BLUE	95631	COVID
426797	2007	FORD	CROWN VIC	Auto	PATROL	BEIGE	123848	COVID
426801	2007	FORD	CROWN VIC	Auto	PATROL	RED	100503	COVID
427087	2008	FORD	CROWN VIC	Auto	PATROL	WHITE	118726	COVID
427101	2008	FORD	CROWN VIC	Auto	PATROL	WHITE	99032	COLLISION INV
427105	2008	FORD	CROWN VIC	Auto	PATROL	BEIGE	83631	COVID
427111	2008	FORD	CROWN VIC	Auto	PATROL	SILVER	108009	COVID
427379	2009	FORD	CROWN VIC	Auto	PATROL	BEIGE	109219	COVID
427443	2009	CHEVROLET	IMPALA	Auto	PATROL	BLUE	102620	COVID
427562	2010	FORD	CROWN VIC	Auto	PATROL	WHITE	121501	COVID
427575	2010	FORD	CROWN VIC	Auto	PATROL	ICE BLUE	118587	COLL INV
427576	2010	FORD	CROWN VIC	Auto	PATROL	RED	100210	COVID
427578	2010	FORD	CROWN VIC	Auto	PATROL	MED TITANIUM	64339	COVID
427895	2011	FORD	CROWN VIC	Auto	PATROL	WHITE	46411	COVID
427907	2011	FORD	CROWN VIC	Auto	PATROL	AZ BEIGE	89037	COVID
427908	2011	FORD	CROWN VIC	Auto	PATROL	SILVER	126299	COVID
427911	2011	FORD	CROWN VIC	Auto	PATROL	DARK RED	92510	COVID



427912	2011	FORD	CROWN VIC	Auto	PATROL	MED TITANIUM	60872	
428100	2013	FORD	P2M SEDAN	Auto	PATROL		68652	COVID
428103	2013	FORD	P2M SEDAN	Auto	PATROL		99354	COVID
428275	2014	FORD	K8A EXPLORER	Utility	PATROL	B&W	127042	COVID
428277	2014	FORD	K8A EXPLORER	Utility	PATROL	B&W	121313	COVID
428279	2014	FORD	K8A EXPLORER	Utility	PATROL	B&W	135353	COVID
428500	2015	FORD	INTERCEPTOR	Utility	PATROL	BLACK	119642	COVID
428501	2015	FORD	INTERCEPTOR	Utility	PATROL	BLACK	103066	COVID
428508	2015	FORD	INTERCEPTOR	Utility	PATROL	BLACK	90268	
428512	2015	FORD	INTERCEPTOR	Utility	PATROL	BLACK	94026	COVID
428513	2015	FORD	INTERCEPTOR	Utility	PATROL	BLACK	107047	COVID
427910	2011	FORD	CROWN VIC	Auto	PATROL/BHU	LT BLUE	91465	
428353	2015	FORD	K8A-INTERCEPTOR	Utility	PATROL/BHU	B&W	38362	
428788	2020	FORD	Interceptor AWD SUV	Utility	PATROL/BHU	Agate Black-1/2 Cage /BHU C	6650	
428863	2020	FORD	K8A	Utility	PATROL/BHU	K8A-BHU Grant funds from C	6425	
428284	2014	FORD	K8A EXPLORER	Utility	PATROL/CO	B&W	62752	
428583	2016	FORD	TAURUS	Auto	PATROL/CO	BLACK	28622	
428867	2020	FORD	K8A	Utility	PATROL/CO	K8A	2499	
427668	2010	CHEVROLET	TAHOE	Utility	PATROL/DIG		91280	
427577	2010	FORD	CROWN VIC	Auto	PATROL/DRE	MED TITANIUM	70244	
428271	2014	FORD	K8A EXPLORER	Utility	PATROL/DRE	B&W	122331	
428786	2020	FORD	Interceptor AWD SUV	Utility	PATROL/DRE	Blue Metallic-Full Cage	10465	
428601	2017	FORD	EXPLORER	Utility	PATROL/DV	BLACK	21438	
428720	2017	FORD	EXPLORER	Utility	PATROL/DV	BLACK	12573	
428722	2017	FORD	EXPLORER	Utility	PATROL/DV	BLACK	9466	
427899	2011	FORD	CROWN VIC	Auto	PATROL/EDU	WHITE	109000	
428504	2015	FORD	INTERCEPTOR	Utility	PATROL/EDU	BLACK	102578	
428506	2015	FORD	INTERCEPTOR	Utility	PATROL/EDU	BLACK	95914	
428352	2015	FORD	K8A-INTERCEPTOR	Utility	PATROL/HNT	B&W	117157	
428387	2015	CHEVROLET	IMPALA	Auto	PATROL/HNT	BLACK	36711	Retired
428503	2015	FORD	INTERCEPTOR	Utility	PATROL/HNT	BLACK	89671	
428952	2020	FORD	K8A HYBRID	Utility hybrid	PATROL/HNT	NO CAGE / HNT TEAM LEADER		
428280	2014	FORD	K8A EXPLORER	Utility	PATROL/K-9	B&W	98783	
428350	2015	FORD	K8A-INTERCEPTOR	Utility	PATROL/K-9	B&W	50095	
428523	2016	CHEVROLET	TAHOE	Utility	PATROL/K-9	BLACK	44816	
428608	2017	FORD	EXPLORER	Utility	PATROL/K-9	BLACK	30273	
428609	2017	FORD	EXPLORER	Utility	PATROL/K-9	BLACK	36648	
428953	2020	FORD	K8A HYBRID	Utility hybrid	PATROL/K-9	K8 Hybrid-K9		
428954	2020	FORD	K8A HYBRID	Utility hybrid	PATROL/K-9	K8 Hybrid-K9		
425482	2004	FORD	CROWN VIC	Auto	PATROL/NRO	RED	118054	
426791	2007	FORD	CROWN VIC	Auto	PATROL/NRO	WHITE	84501	WE SHOULD SELL BUT IN USE
427369	2009	FORD	CROWN VIC	Auto	PATROL/NRO	WHITE	110575	ASSIGNED OUT DUE TO DT NRO'S/SHOULD BE SOLD
427574	2010	FORD	CROWN VIC	Auto	PATROL/NRO	SILVER BIRCH	60964	
427827	2011	FORD	CROWN VIC	Auto	PATROL/NRO	WHITE	69100	
427829	2011	FORD	CROWN VIC	Auto	PATROL/NRO	WHITE	85212	
427830	2011	FORD	CROWN VIC	Auto	PATROL/NRO	WHITE	71482	
427897	2011	FORD	CROWN VIC	Auto	PATROL/NRO	WHITE	83711	
427900	2011	FORD	CROWN VIC	Auto	PATROL/NRO	WHITE	69386	
428101	2013	FORD	P2M SEDAN	Auto	PATROL/NRO		65795	
428104	2013	FORD	P2M SEDAN	Auto	PATROL/NRO		59072	
428105	2013	FORD	P2M SEDAN	Auto	PATROL/NRO		62800	
428276	2014	FORD	K8A EXPLORER	Utility	PATROL/NRO	B&W	53134	
428283	2014	FORD	K8A EXPLORER	Utility	PATROL/NRO	B&W	112281	
428285	2014	FORD	K8A EXPLORER	Utility	PATROL/NRO	B&W	56235	
428295	2014	FORD	K8A EXPLORER	Utility	PATROL/NRO	BLUE	73625	
428354	2015	FORD	K8A-INTERCEPTOR	Utility	PATROL/NRO	B&W	111192	
428355	2015	FORD	K8A-INTERCEPTOR	Utility	PATROL/NRO	B&W	49309	
428356	2015	FORD	K8A-INTERCEPTOR	Utility	PATROL/NRO	B&W	100621	
428361	2015	FORD	K8A-INTERCEPTOR	Utility	PATROL/NRO	B&W	81011	
428510	2015	FORD	INTERCEPTOR	Utility	PATROL/NRO	BLACK	94658	
428582	2016	FORD	TAURUS	Auto	PATROL/NRO	BLACK	16323	
428584	2016	FORD	TAURUS	Auto	PATROL/NRO	BLACK	29185	

428586	2016	FORD	TAURUS	Auto	PATROL/NRO	BLACK	21304	
428587	2016	FORD	TAURUS	Auto	PATROL/NRO	BLACK	24306	
428596	2017	FORD	EXPLORER	Utility	PATROL/NRO	BLACK	91041	
428716	2018	CHEVROLET	TAHOE	Utility	PATROL/NRO	BLACK	17857	
428875	2020	FORD	K8A	Utility	PATROL/NRO	K8A	3088	
428877	2020	FORD	K8A	Utility	PATROL/NRO	K8A	9046	
428878	2020	FORD	K8A	Utility	PATROL/NRO	K8A	7768	
428881	2020	FORD	K8A	Utility	PATROL/NRO	K8A	1731	
428278	2014	FORD	K8A EXPLORER	Utility	PATROL/PACT	B&W	89445	
428502	2016	FORD	TAURUS	Auto	PATROL/PACT	SILVER	73240	
428515	2015	DODGE	CHARGER	Auto	PATROL/PACT	GRAY GRANITE	84613	
428624	2015	CHRYSLER	200S SEDAN	Auto	PATROL/PACT	GRAY	65483	
428642	2012	FORD	F150	Pickup	PATROL/PACT	BLACK	117683	
428894	2014	JEEP	CHEROKEE	Utility	PATROL/PACT	SIU FORFEITURE FUNDS	47308	
428897	2018	DODGE	CARAVAN	VAN	PATROL/PACT	SIU FORFEITURE FUNDS	51873	
428947	2020	FORD	K8A HYBRID	Utility hybrid	PATROL/PACT	HALF CAGE		
428714	2018	CHEVROLET	TAHOE	Utility	PATROL/SPEC E	BLACK	17916	
427088	2008	FORD	CROWN VIC	Auto	PATROL/SWAT	WHITE	117210	
427093	2008	FORD	CROWN VIC	Auto	PATROL/SWAT	WHITE	136292	
427340	2008	CHEVROLET	TAHOE	Utility	PATROL/SWAT	WHITE	127290	
428268	2014	FORD	K8A EXPLORER	Utility	PATROL/SWAT	B&W	114245	
428269	2014	FORD	K8A EXPLORER	Utility	PATROL/SWAT	B&W	91478	
428273	2014	FORD	K8A EXPLORER	Utility	PATROL/SWAT	B&W	87417	
428357	2015	FORD	K8A-INTERCEPTOR	Utility	PATROL/SWAT	B&W	102929	
428359	2015	FORD	K8A-INTERCEPTOR	Utility	PATROL/SWAT	B&W	114365	
428509	2015	FORD	INTERCEPTOR	Utility	PATROL/SWAT	BLACK	101156	
428511	2015	FORD	INTERCEPTOR	Utility	PATROL/SWAT	BLACK	110716	
428514	2015	FORD	INTERCEPTOR	Utility	PATROL/SWAT	BLACK	103587	
428528	2016	CHEVROLET	TAHOE	Utility	PATROL/SWAT	BLACK	70420	
428530	2016	CHEVROLET	TAHOE	Utility	PATROL/SWAT	BLACK	51912	
428590	2017	FORD	EXPLORER	Utility	PATROL/SWAT	BLACK/WHITE	59928	
428593	2017	FORD	EXPLORER	Utility	PATROL/SWAT	BLACK	77974	WAS POOL CAR
428594	2017	FORD	EXPLORER	Utility	PATROL/SWAT	BLACK	55547	
428805	2019	CHEVROLET	TAHOE	Utility	PATROL/SWAT	PURSUIT	9360	
427629	2006	FORD	EXPEDITION	Utility	PATROL/TAC	RED	60437	
428524	2016	CHEVROLET	TAHOE	Utility	PATROL/TAC	BLACK	72467	
428806	2019	CHEVROLET	TAHOE	Utility	PATROL/TAC	PURSUIT	15979	
427384	2009	FORD	CROWN VIC	Auto	patrol/traffic	RED	92501	
426544	2002	FORD	F150	Pickup	SVU	SILVER	157158	UC CAR FOR HIM PER KAKUDA
426546	2006	CHEVROLET	SUBURBAN	Utility	SWAT		63738	
427905	2011	FORD	CROWN VIC	Auto	SWAT/PATROL	WHITE	79252	
428597	2017	FORD	EXPLORER	Utility	SWAT/PATROL	BLACK/WHITE	40508	
427739	2009	HONDA	CYCLE	Motorcycle	TRAFFIC	MOTORCYCLE	26734	
427740	2009	HONDA	CYCLE	Motorcycle	TRAFFIC	MOTORCYCLE	24868	
428189	2012	HONDA	MOTORCYCLE	Motorcycle	TRAFFIC	MOTORCYCLE	19062	
428266	2012	HONDA	MOTORCYCLE	Motorcycle	TRAFFIC	MOTORCYCLE	17959	
428270	2014	FORD	K8A EXPLORER	Utility	TRAFFIC	BLACK	55356	
428384	2015	CHEVROLET	TAHOE, 4X4	Utility	TRAFFIC	BLACK	55763	
428495	2015	HONDA	CYCLE	Motorcycle	TRAFFIC	MOTORCYCLE	16487	
428496	2015	HONDA	CYCLE	Motorcycle	TRAFFIC	MOTORCYCLE	16010	
428497	2015	HONDA	CYCLE	Motorcycle	TRAFFIC	MOTORCYCLE	12730	
428499	2015	HONDA	CYCLE	Motorcycle	TRAFFIC	MOTORCYCLE	22445	
428585	2016	FORD	TAURUS	Auto	TRAFFIC	BLACK	39441	
428600	2017	FORD	EXPLORER	Utility	TRAFFIC	BLACK	39644	
428611	2017	FORD	EXPLORER	Utility	TRAFFIC	BLACK	25369	
428712	2018	CHEVROLET	TAHOE	Utility	TRAFFIC	PURCHASED WITH GRANT	52710	
428713	2018	CHEVROLET	TAHOE	Utility	TRAFFIC	PURCHASED WITH GRANT	30053	
428718	2017	FORD	EXPLORER	Utility	TRAFFIC	BLACK	24846	
428740	2016	HONDA	MOTORCYCLE	Motorcycle	TRAFFIC		4617	
428787	2020	FORD	Interceptor AWD SUV	Utility	TRAFFIC	Iconic Silver Metallic-Full Cag	11523	
428789	2020	FORD	Interceptor AWD SUV	Utility	TRAFFIC	Sterling Gray Metallic-1/2 Caç	1747	
428853	2019	BMW	MOTORCYCLE	Motorcycle	TRAFFIC	MOTORCYCLE	1657	



428854

2019

BMW

MOTORCYCLE

Motorcycle

TRAFFIC

K8A

4437

# MEMO



**Finance Division**  
808 W. Spokane Falls Blvd.  
Spokane, Washington 99201-3313  
(509) 625-6845

**Tonya Wallace**  
Chief Financial Officer

To: Mayor Woodward, Council President Beggs, & City Council Members  
From: Tonya Wallace, Chief Financial Officer  
Date: August 13, 2021  
Subject: General Fund Update

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Attached for your information is an update of changes in the General Fund through July 2021.

Please let us know if you have any questions.

2021 Budget as of 7/31/21	\$227,080,653
2021 Adopted Budget	<u>\$208,569,897</u>
Net Addition to Budget	\$ 18,510,756

TW: ab  
pc: City Administrator Johnnie Perkins

Attachment

**ALL CHANGES INCREASING OR DECREASING THE GENERAL FUND AS OF JULY 31, 2021**

<b>Date</b>	<b>Department</b>	<b>Reason</b>	<b>Additional Expenditure</b>	<b>From Unapp. Reserves</b>	<b>From Add'tl Revenue</b>	<b>Encumbrance Carryover</b>	<b>Operating Transfer In</b>	<b>Reference Document</b>
1/13/2021	Public Defender	Washington State Office of Public Defense Grant	\$50,000		\$50,000			C36002
1/31/2021	Management and Budget	Encumbrance Carryover	\$4,122,894			\$4,122,894		C36007
3/10/2021	Accounting	Non-Departmental transfer out to Arterial Streets related to the East Sprague Project	\$225,713	\$225,713				C36020
3/24/2021	Finance, Treasury, and Administration	Council Grant Award	\$10,000		\$10,000			C36030
3/29/2021	Finance, Treasury, and Administration	Police Retro Pay	\$9,875,000	\$9,875,000				C36029
3/31/2021	Finance, Treasury, and Administration	Engineering for Admin Specialist coming from Public Works	\$79,807				\$79,807	C36031
4/30/2021	Facilities Management	Utilities for extension of the lease for the Spokane EnVision Center	\$9,000	\$9,000				C36041
5/6/2021	Management and Budget	Parks Cumulative Fund for windstorm damage	\$898,000	\$898,000				C36042
5/28/2021	Facilities Management	Envision Center lease costs through the end of the year	\$43,750	\$43,750				C36052
6/10/2021	Management and Budget	Refurbish training range at Spokane Police Academy	\$115,000	\$115,000				C36056
6/10/2021	Finance, Treasury, and Administration	Building improvements and operation of Cannon Street shelter	\$1,100,000	\$1,100,000				C36057
6/10/2021	Fleet Services	Sympro service leasing module for vehicle lease tracking	\$14,592				\$14,592	C36058
6/28/2021	Engineering Services	Reimburse Engineering for Clarke Avenue landslide	\$200,000	\$200,000				C36071
7/12/2021	Probation Services	Additional staff for Electronic Home Monitoring Program	\$72,000				\$72,000	C36073
7/12/2021	Code Enforcement	Expanded litter control, downtown maintenance, and graffiti	\$500,000	\$500,000				C36076
7/19/2021	Finance, Treasury, and Administration	Lieutenants and Captains Association Contract	\$1,095,000	\$1,095,000				C36046
7/19/2021	City Council	Funding for ARPA support staffing	\$100,000	\$100,000				C36084
		<b>Total</b>	<b>\$18,510,756</b>	<b>\$14,161,463</b>	<b>\$60,000</b>	<b>\$4,122,894</b>	<b>\$166,399</b>	

# MEMO



**Finance Division**  
808 W. Spokane Falls Blvd.  
Spokane, Washington 99201-3313  
(509) 625-6845

**Tonya Wallace**  
Chief Financial Officer

To: Mayor Woodward, Council President Beggs, & City Council Members

From: Tonya Wallace, Chief Financial Officer

Date: August 13, 2021

Subject: Intrafund Budget Transfer Report for July 2021

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In accordance with SMC 7.09 – Intrafund Budget Transfers, Section 7.09.020 - Report required, attached please find the report for July 2021.

Please let us know if you have any questions.

TW/ab

pc: City Administrator Johnnie Perkins

Attachment

**Intrafund Budget Transfers**  
**Per SMC 7.09.020**  
**Report for July 2021**

<b>FUND/DEPT</b>	<b>FROM</b>	<b>TO</b>	<b>AMOUNT</b>	<b>PURPOSE</b>
0020 - Non-Departmental	Reserve for Budget Adjustment	Registration/Schooling	\$500.00	Registration for WA State Emergency Management Association annual conference
0260 - City Clerk	Clerk II	Clerk III	\$27,486.00	Position Reclassification
0520 - Mayor's Office	OPS-MGR Mayor's Office	Temporary Seasonal	\$6,000.00	To hire temp seasonal employee
1100 - Street Fund	Machinery/Equipment	Repair & Maintenance Supplies	\$15,000.00	Capital purchases for Signs & Markers in 2021
1950 - Parks Cumulative Reserve	Operating Transfers Out	Capital Outlay	\$100,000.00	Emergency clean-up costs funded by General Fund SBO - Parks and Golf funds
3200 - Arterial Street	Interfund Costs to Capital	Contractual Services	\$100,000.00	Capital to non-capital for Fish Lake Trail Connection Study project
4100 - Water Fund	Equipment Operator	Irrigation Specialist	\$28,675.00	Reclassification of a vacant position for hiring
4100 - Water Fund	Repairs/Maintenance	Machinery Equipment and Repair/Maintenance Supplies	\$41,730.00	Pipe threader purchase and repair/maintenance supplies budget
4100 - Water Fund	Cert Water Service Spec	Water Service Specialist	\$30,470.00	Downgrade of a vacant position for hiring
4310 - Sewer Maintenance	Laborer II	Laborer I	\$32,490.00	Downgrade of two vacant positions for hiring
4600 - Golf	Termination Sick/Termination Vacation	Operating Supplies	\$7,000.00	Additional golf supplies
4600 - Golf	Reserve for Total Cost Compensation	Reserve for Capital Outlay	\$18,000.00	Tax for Indian Canyon roof
4700 - Developer Services Center	Vehicles	Office Furniture (Non-Capital)	\$60,000.00	Vehicle purchase not occurring in 2021, moving to office furniture
5750 - Office of Performance Management	BSA II	Continuous Improvement Analyst	\$164,040.00	Reclassify three positions
5901 - Asset Management Fund Capital	Machinery/Equipment	Other Improvements	\$700,000.00	Temporary transfer from Machinery/Equipment to Other Improvements

5901 - Asset Management Fund Capital	Other Improvements	Machinery/Equipment	\$700,000.00	Reversal of transfer
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**GENERAL FUND FINANCIAL SUMMARY - 2021**  
**July 31, 2021**

<b>BEGINNING BALANCES (actual as of 12/31/2020, unaudited)</b>		<u>Actual %</u>
--Assigned Funds for Encumbrance Rollover	4,182,559	
--Revenue Stabilization Reserve Balance (target 3.5% of revenues)	7,362,901	3.5%
--Contingency Reserve Balance (target 10.0% of expenditures)	21,065,706	10.1%
--Unappropriated Fund Balance	15,467,769	
<b>Total Available Reserves (Revenue Stabilization, Contingency Reserves, Unappropriated)</b>	<b>43,896,376</b>	
<i>% of Adopted Revenues</i>		<i>21.1%</i>

<b>2021 Adopted General Fund Revenues</b>	207,635,413	
Add - 2021 Approved Budget Changes QR1	139,807	
Add - 2021 Approved Budget Changes QR2	14,592	
Add - 2021 Approved Budget Changes QR3	-	
Reduce - 2021 Budget Balancing Appropriation	(934,484)	
Reduce - Prior Period Adjustment CCC Settlement	(2,684,500)	
<b>Adjusted General Fund Revenue</b>	<b>204,170,828</b>	<b>204,170,828</b>

<b>2021 Adopted General Fund Expenses</b>	208,569,897	
Add - 2021 Encumbrance Rollovers	4,182,559	
Add - 2021 Approved Budget Changes QR1	355,520	
Add - 2021 Approved Budget Changes QR2	2,180,342	
Add - 2021 Approved Budget Changes QR3	872,000	
<b>Adjusted General Fund Expenses</b>	<b>216,160,318</b>	<b>216,160,318</b>

<b>PROJECTED ENDING BALANCES</b>		<u>Actual %</u>
--Assigned Funds for Encumbrance Rollover	-	
--Revenue Stabilization Reserve Balance (target 3.5% of revenues)	7,362,901	3.5%
--Contingency Reserve Balance (target 10.0% of expenditures)	20,167,706	9.7%
--Unappropriated Fund Balance	4,376,279	
<b>Total Available Reserves</b>	<b>31,906,886</b>	
<i>% of Adopted Expenditures</i>		<i>15.3%</i>

# Finance Committee

## Monthly Reports – July 2021

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FINANCE AND ADMINISTRATION

AUGUST 16, 2021



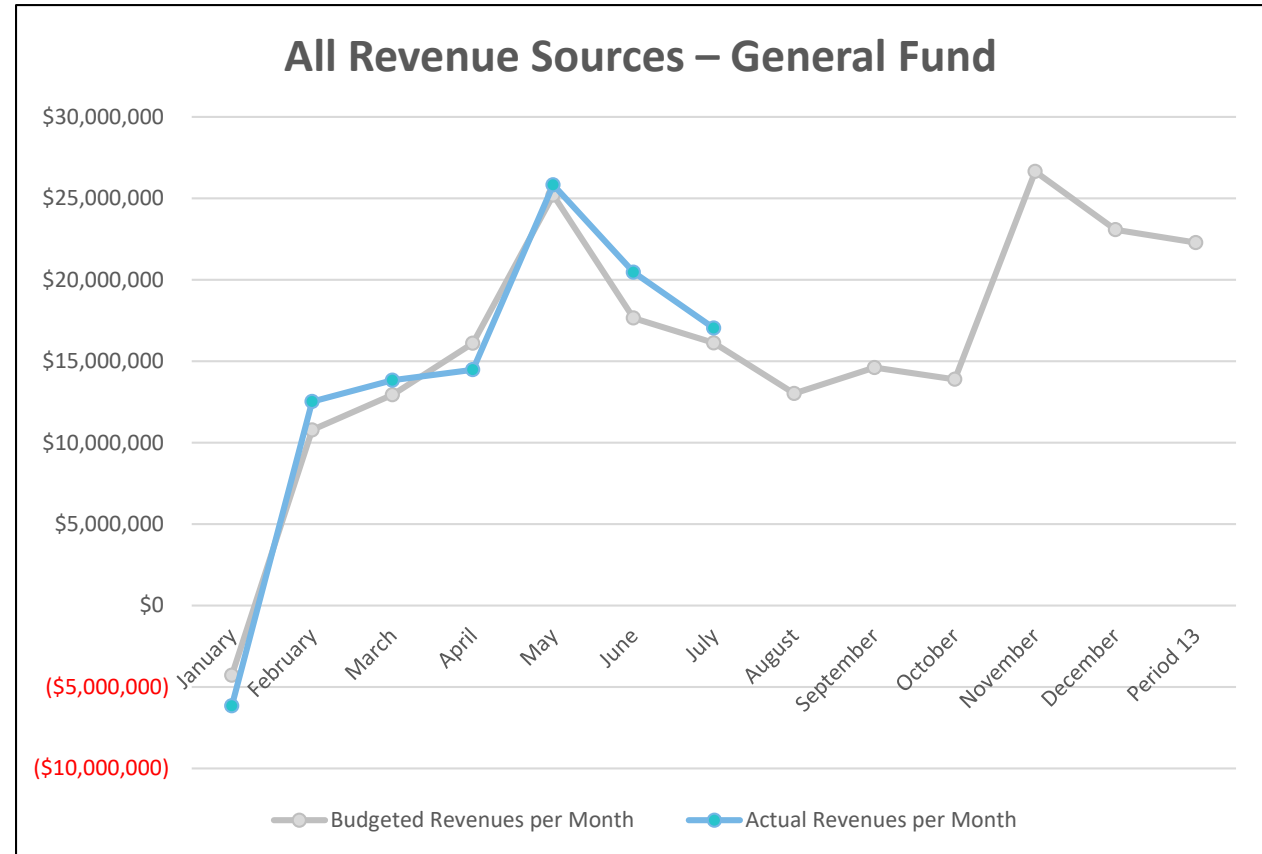
# Monthly General Fund Report

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- GF Revenues are approximately 3% above budget through July
  - \$98 million collected against a \$95 million budget
  - Primarily due to strong Sales Taxes, Property Taxes, and Interfund Taxes
  - Sales, Property, and Utility taxes remain approximately 8% above budget through July
- GF Expenditures remain approximately 4% below budget through July
  - \$121 million in expenses against a \$126 million budget
  - Salaries and Benefits - \$6.5 million below budget
- *Uniform OT – Through July 2021, Police has spent 5% less and Fire has spent 112% more than through the same period in 2020*

# Monthly General Fund Report - Revenue

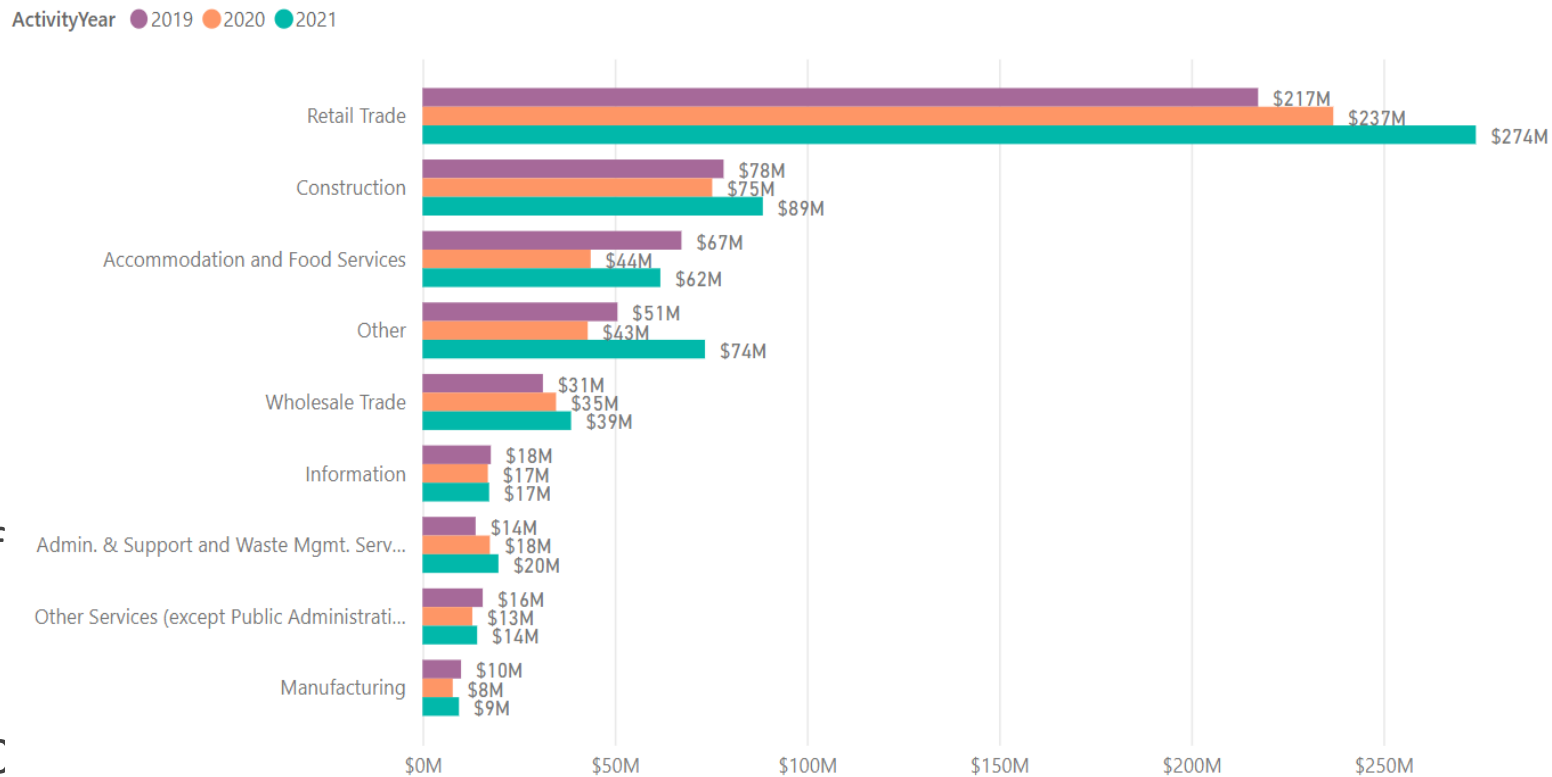
- Through July 2021, total General Fund revenue is approximately \$3 million above budget (3%)
- Total General Fund revenue is approximately 6% above FY20 YTD



Revenue Category	2021 Current Budget	YTD Projection	YTD Actuals	YTD Variance	YTD % Variance	Actuals Vs. Prior Year
<b>Sales Tax</b>	<b>51,063,259</b>	<b>18,084,408</b>	<b>22,807,353</b>	<b>4,722,945</b>	<b>26.1%</b>	<b>5,543,496</b>
<i>Local Retail Sales Tax</i>	46,814,259	16,514,707	20,887,122	4,372,415	26.5%	5,132,244
<b>Property Tax</b>	<b>47,349,955</b>	<b>25,584,652</b>	<b>26,785,706</b>	<b>1,201,054</b>	<b>4.7%</b>	<b>1,613,337</b>
<b>Interfund Taxes</b>	<b>44,250,000</b>	<b>18,473,879</b>	<b>19,074,099</b>	<b>600,220</b>	<b>3.2%</b>	<b>1,818,474</b>
<b>Business Taxes</b>	<b>24,339,000</b>	<b>12,785,117</b>	<b>12,137,832</b>	<b>(647,285)</b>	<b>-5.1%</b>	<b>(75,712)</b>
<i>Taxes on Private Utilities</i>	24,077,000	12,668,863	12,331,379	(337,484)	-2.7%	184,461
<b>Charges for Services</b>	<b>19,179,591</b>	<b>9,680,345</b>	<b>8,419,431</b>	<b>(1,260,914)</b>	<b>-13.0%</b>	<b>229,398</b>
<b>Licenses &amp; Permits</b>	<b>6,784,900</b>	<b>3,648,839</b>	<b>3,418,341</b>	<b>(230,497)</b>	<b>-6.3%</b>	<b>(29,963)</b>
<i>Business Registrations</i>	4,073,000	2,289,162	2,246,366	(42,796)	-1.9%	115,412
<i>Franchise Fees</i>	2,423,000	1,212,913	1,000,019	(212,893)	-17.6%	(188,879)
<b>Miscellaneous Revenue</b>	<b>4,301,982</b>	<b>3,497,269</b>	<b>1,585,405</b>	<b>(1,911,864)</b>	<b>-54.7%</b>	<b>(3,179,178)</b>
<i>Interest Earnings</i>	3,138,600	2,622,787	1,253,857	(1,368,930)	-52.2%	(2,720,201)
<b>Intergovernmental Revenues</b>	<b>4,064,023</b>	<b>729,963</b>	<b>2,182,704</b>	<b>1,452,741</b>	<b>199.0%</b>	<b>112,284</b>
<i>Marijuana Use Tax</i>	440,000	217,991	227,287	9,296	4.3%	3,122
<b>Fines &amp; Forfeits</b>	<b>2,098,650</b>	<b>1,705,275</b>	<b>1,093,688</b>	<b>(611,587)</b>	<b>-35.9%</b>	<b>86,223</b>
<i>Traffic &amp; Parking Violations</i>	1,830,500	1,529,913	944,781	(585,132)	-38.2%	83,437
<b>Other Taxes</b>	<b>1,395,800</b>	<b>654,443</b>	<b>372,649</b>	<b>(281,795)</b>	<b>-43.1%</b>	<b>4,938</b>
<i>Admission Tax</i>	1,050,000	584,898	312,858	(272,040)	-46.5%	14,711
<b>Operating Transfer-In</b>	<b>3,160,700</b>	<b>0</b>	<b>72,000</b>	<b>72,000</b>		<b>72,000</b>
<b>Non-Budgeted/Other</b>	<b>40,000</b>	<b>0</b>	<b>42,771</b>	<b>42,771</b>		
<b>TOTAL</b>	<b>208,027,860</b>	<b>94,844,189</b>	<b>97,991,979</b>	<b>3,147,790</b>	<b>3.3%</b>	<b>6,195,297</b>

# Monthly General Fund Report – Taxable Sales

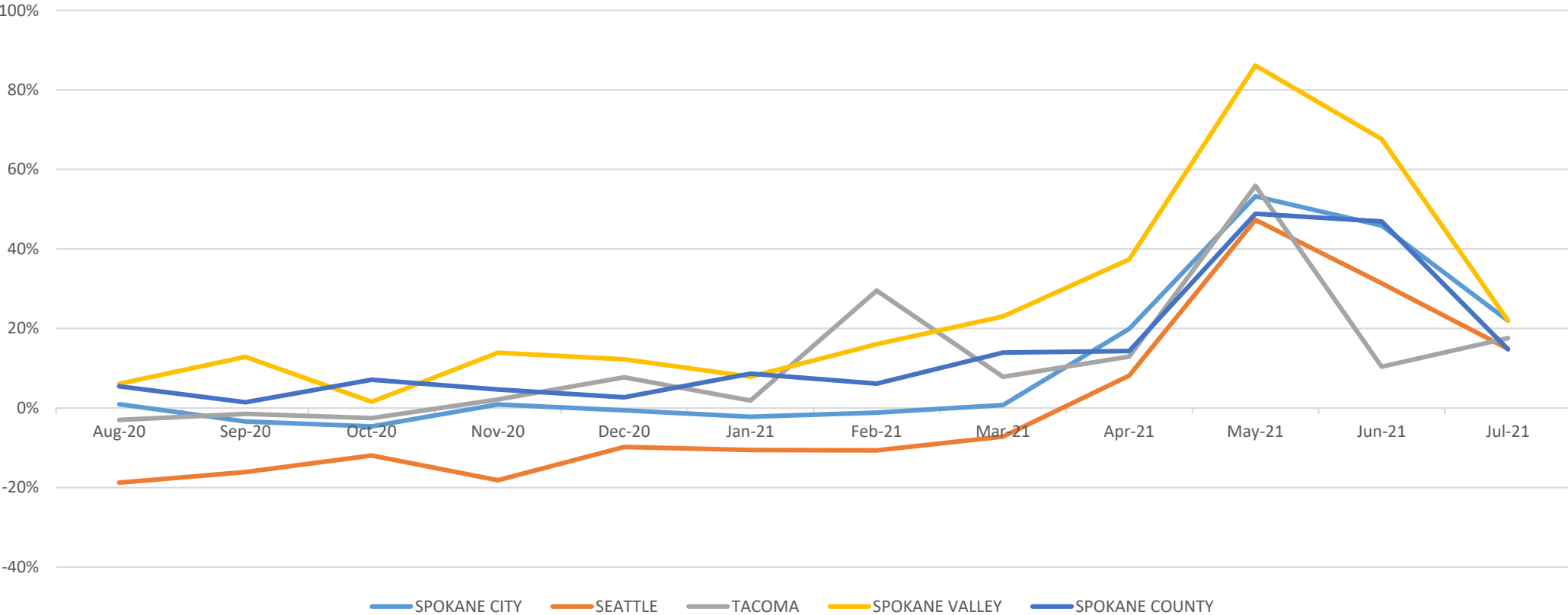
- Taxable Sales for May 2021 were up 22% compared to May 2020
- May 2020 vs. May 2021:
  - Retail Trade +16%
  - Construction +18%
  - Accommodation and Food Services +41%
- Total Taxable Sales for May were approximately \$597 million, an increase of \$108 million over May 2020
- YTD, overall Taxable Sales are up 27% compared to the same time period in 2020



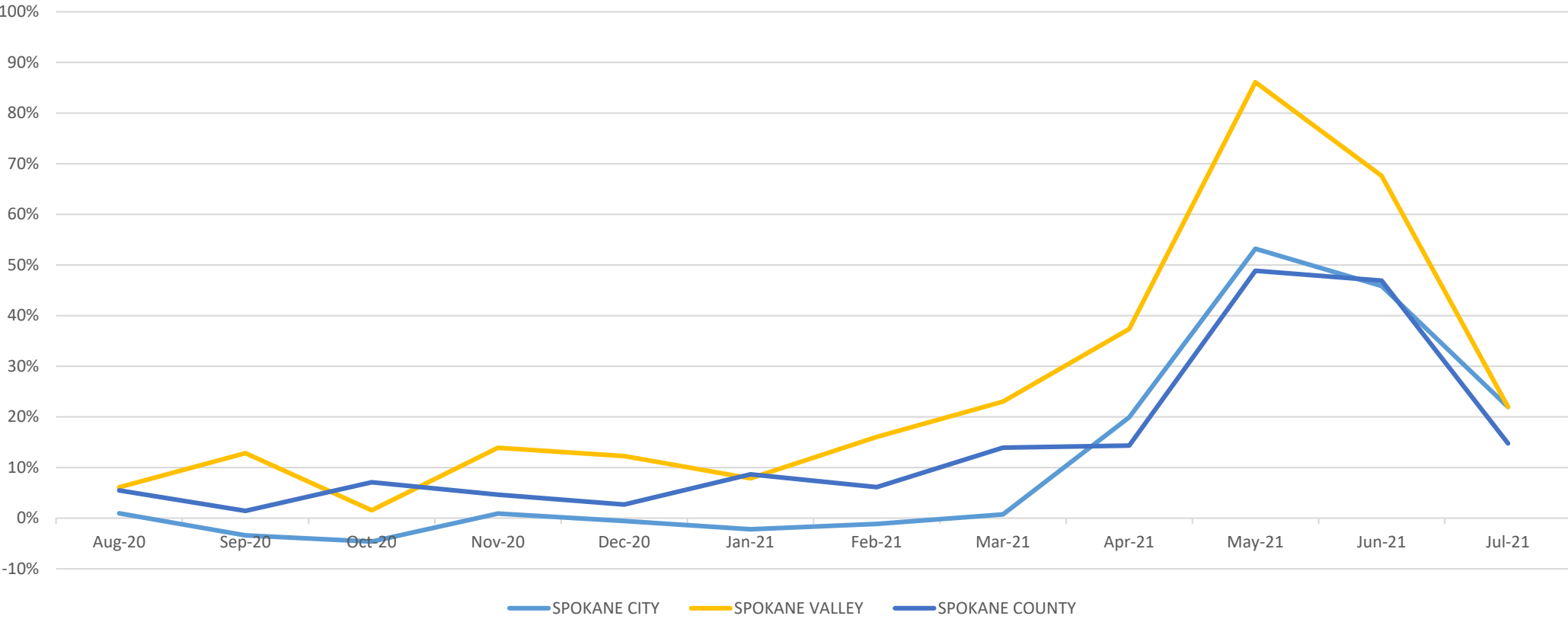
# Monthly General Fund Report – Sales Tax

SALES TAX REPORT	Approx. Annual (\$ in millions)	2020						2021						
		JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL
BENTON COUNTY	\$ 12.3	-37%	-11%	-1%	-4%	3%	13%	-6%	8%	29%	32%	59%	73%	47%
KENNEWICK	\$ 20.2	0%	-7%	11%	-5%	6%	9%	5%	8%	11%	9%	57%	54%	21%
CLARK COUNTY	\$ 40.1	3%	9%	16%	13%	14%	14%	17%	18%	21%	22%	52%	41%	18%
VANCOUVER	\$ 43.4	5%	1%	8%	3%	8%	11%	12%	8%	13%	17%	55%	51%	30%
KING COUNTY	\$ 132.0	-3%	-8%	-3%	-2%	-3%	-1%	-1%	1%	-2%	16%	45%	37%	15%
SEATTLE	\$ 237.7	-13%	-19%	-16%	-12%	-18%	-10%	-11%	-11%	-7%	8%	47%	31%	15%
PIERCE COUNTY	\$ 69.0	13%	11%	19%	9%	15%	14%	26%	19%	15%	38%	55%	38%	18%
TACOMA	\$ 49.5	0%	-3%	-1%	-3%	2%	8%	2%	30%	8%	13%	56%	10%	18%
SPOKANE COUNTY	\$ 35.9	11%	5%	1%	7%	5%	3%	9%	6%	14%	14%	49%	47%	15%
SPOKANE CITY	\$ 49.5	-3%	1%	-3%	-5%	1%	-1%	-2%	-1%	1%	20%	53%	46%	22%
SPOKANE VALLEY	\$ 25.1	11%	6%	13%	2%	14%	12%	8%	16%	23%	37%	86%	68%	22%
YAKIMA COUNTY	\$ 13.7	4%	5%	6%	8%	6%	5%	2%	9%	6%	8%	35%	22%	6%
YAKIMA CITY	\$ 18.7	3%	6%	5%	2%	8%	7%	4%	9%	14%	8%	47%	37%	16%

# Monthly General Fund Report – Sales Tax



# Monthly General Fund Report – Sales Tax



# Monthly General Fund Report - Expense

- Through July 2021, total General Fund expenses are approximately \$5 million below budget (-4%)
- By category:
  - Salary & Benefits -11%
  - Services +6%

