CITY OF COLLEGE PLACE



2018 ADOPTED BUDGET

625 S College Ave – College Place, WA 99324 (509)529-1200
Website: http: //www.cpwa.us

Table of Contents

Mayor's Message 1
City Process 3

Introduction

Directory of Officials 4
Organizational Chart 5
History of College Place 6
City Map. 9
Strategic Plan 10
Financial Policies 27
Capital Facilities Plan. 41
Budget Calendar 202

Departmental Budgets

Current Expense Fund. 205
Administration 208
Police Department 212
Fire Department 214
Parks Department 217
Planning, Building, & Facilities 218
Current Expense Fund Graphs & Tables. 222
Street Fund 224
Water Fund 227
Wastewater Fund 230
Debt Service Funds 233

2018 Detailed Budget

Budget Ordinance 17-050. 236
Budget Summary. 238
Detail Revenues & Expenditures by Fund 244

Payroll Budget 293

Administrative Fees.. 298

Budget Glossary 306

The City of College Place

625 S College Ave, COLLEGE PLACE, WA 99324
Telephone (509) 529-1200 Fax (509) 525-5352

MEMORANDUM

Date: March 27, 2018
From: Harvey R. Crowder, Mayor
To: City Council Members
Re: 2018 Budget Message

I'm pleased to present the 2018 budget for the City of College Place. Planning for the 2018 budget began in mid-2017 along with long-term planning for the City's future. This budget reflects that plan and vision for the future; the priorities established by the City Council, and the requirements for a balanced budget as required by state law.

The total budget for 2018 is $26,473,209. With recurring current expense fund expenses totaling $5,746,766 and total recurring current expense fund income of $5,809,777. It includes a 20% reserve of current expense fund monies to ensure the City can respond to any unforeseen expenses and emergencies.

Highlights of the 2018 budget are:

- A major restructuring of 4th Street and Academy Way, including the installation of sidewalks and bicycle paths.
- Engineering review of problematic Larch intersections with C, Whitman, and 12th Streets.
- Replacement of our two failing domestic water wells, including a loop water supply line from College Avenue to Taumarson Road
- A complete update of the City's Comprehensive Plan as required every 10 years by Washington's Growth Management Act.
- Two additional Police Officers to improve our public safety response and reduce current overtime.
- A Fire Training Officer for the Fire Department to improve the quality of response of our volunteer fire fighters and emergency medical response staff.
- Adding an administrative clerk to our Community Development/Planning staff to help expedite the continued growth of the City
- Replacement of the City's two 30 year-old wild land fire fighting vehicles with a newer more reliable one.
- Purchasing a fleet of used patrol vehicles, allowing our Police Officers to have a dedicated "take-home" vehicle to improve response times.
- A six-year Capital Improvement Plan to replace and update City infrastructure.

The budget reflects a combination of cost cuts and revenue enhancements. Revenues collected prior to 2017 did not fully fund building, water, and sewer operations. The revenue enhancements only allow the city to cover its operations and maintenance costs and slowly begin to reduce the list of required infrastructure to be replaced in the capital improvement plan and water master plan.

2018 Budget Message
March 27, 2018

I'd like to thank the citizens of College Place, the City Council, City staff, and our community partners for their creative and hard work to make this budget work. Working together, we've crafted a plan that improves the quality of life of our community, strengthens the City's infrastructure, and continues to grow the City in a manageable and forward-thinking way.

I'd like to hear from you on your ideas to continue to be "Where small town living and learning meet." Please stay engaged with city activities and projects by visiting www.cpwa.us, liking our social media outlets, attending our City Council or various board and commission meetings, or attend our monthly Coffee with the Mayor meetings held at various locations around the city.

Harvey R Crowder, DVM, MS
Mayor

HOW DOES THE CITY PROCESS OR CREATE A LAW?

Citizens or council issues or concerns are brought to staff's attention.



ISSUES OR CONCERN

CITIZENS CAN:

1. **Make contact with staff to voice a concern**
2. **Present an issue at the "Citizen's Input" portion of any council meeting.**
3. **Contact an elected official to voice a concern.**

Staff researches issues/concerns and brings them to the attention of the Mayor/City Administrator.



Mayor or City Administrator assigns staff to prepare for council review information.

At council workshop a review of the issue is discussed with subsequent staff report and recommendation of action.



If any code revisions or creations are proposed, the City Attorney reviews the proposal for legal content



Staff makes recommendation to City Council for code adoption, amendment, or repeal of code as appropriate

Staff Recommendation



City Council takes action or no action as appropriate.

YES VOTE

The Code or Amendment becomes law 5 days after notice is published in newspaper.

NO VOTE or NO ACTION

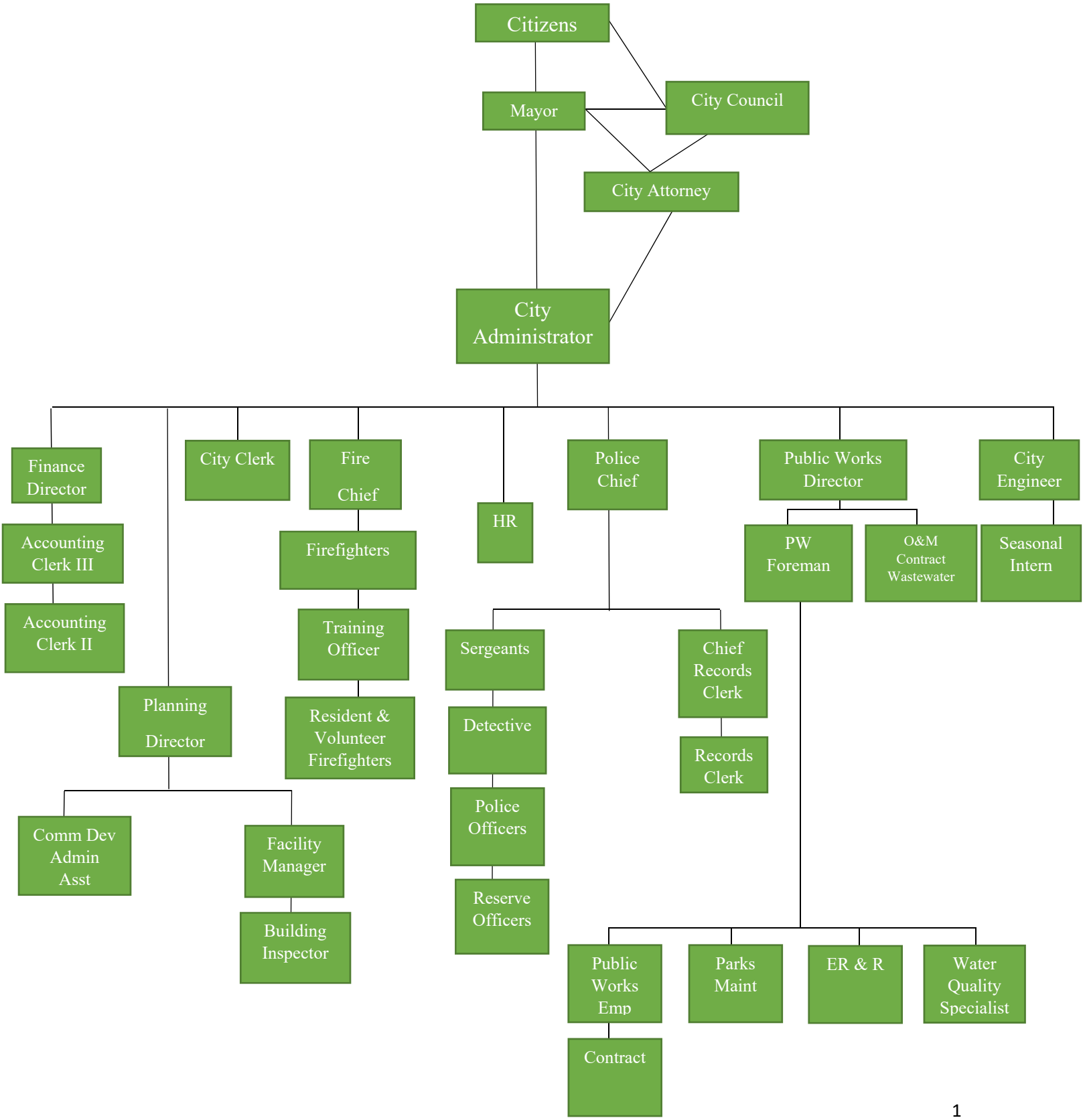
No change in current law.

Directory of Officials

ELECTED OFFICIALS	TERM EXPIRATION
Mayor	
Harvey Crowder	December 31, 2021
Mayor Pro Tem	
Marge Nyhagen	December 31, 2021
Council Members	
Pos. #1 – Jerry Bobbitt	December 31, 2021
Pos. #2 – Michael Cleveland	December 31, 2021
Pos. #3 – Marge Nyhagen	December 31, 2021
Pos. #4 – Loren Peterson	December 31, 2019
Pos. #5 – Melodie Selby	December 31, 2019
Pos. #6 – Heather Schermann	December 31, 2019
Pos. #7 – Larry Dickerson	December 31, 2019

APPOINTED STAFF	
City Administrator	Michael Rizzitiello
City Clerk	Lisa Neissl
Finance Director	Sarah Killgore
Chief of Police	Troy Tomaras
Fire Chief	David Winter
Public Works Director	Paul Hartwig
Planning Director	Jon Rickard
City Engineer	Robert Gordon
Building Official	Larry Bohlman
HR Manager	Shawn Doering
City Attorney (Contract)	Andrea Clare
IT Manager (Contract)	Jeremy Lasater

City of College Place Organizational Chart



1

History of College Place



Image 1: College Avenue in 1930's

College Place is aptly named, since the story of the city is dominated by the story of the college it hosts. Until the founding of Walla Walla College in 1892, the land that is now known as College Place was sagebrush-covered land three miles west of the city of Walla Walla. The land for the college was donated by Dr. Nelson G. Blalock (1836-1913), who had moved to Walla Walla in 1865 to farm wheat. In 1876, Blalock paid $2.50 per acre for 160 acres for a new venture – Blalock Orchards. The orchards eventually expanded to 640 acres. In 1892, after Blalock's donation of 40 acres of this land, Walla Walla College was founded. The town that grew up around the college was incorporated in 1946. Between 1946 and the 2017, College Place – which today occupies only 2.6 square miles – grew in population from 1,851 residents to 9,440. For its part, Walla Walla University – renamed in 2007 – reported having 1,940 registered students in 2013, many times the 101 students who registered for primary, secondary and college classes at the school in December 1892.

Fire and water issues led an increasing number of citizens to push for incorporation. But in the 1920s and 1930s, critics shot down calls for incorporation. By the end of World War II, College Place was, according to Bunch, the largest unincorporated village in the state. But pressure to incorporate was growing.

"In the summer of 1945, this long resistance against incorporation started crumbling," writes Bunch. "Fire protection was one of the most often cited reasons. Major fires were constant force in the college in the village's history" (Bunch, p. 10).

In August 1945, the volunteer firemen were completely overwhelmed by a fire that threatened an entire block. A disaster was prevented only because the Walla Walla Fire Department responded to a frantic call for help" (Bunch, p. 11).

Shortly after the huge fire of 1945, a group of citizens formed yet another committee to work on incorporation. According to Bunch, the primary reasons cited in favor of incorporation were: fire protection, better water supply, police protection, streetlights, control traffic, garbage and sewage disposal, sidewalks, and lowered insurance rates (Bunch, p. 15).

A petition signed by 215 citizens was sent to county commissioners. The petition was approved and on November 20, voters met in Davis Auditorium at the college to name the slate of officers to be submitted to the county commissioners.

Those in favor of incorporation won that day when the issue was put to a vote on December 18, 1945. The incorporation measure passed 193-145, and Walter Bunch was elected the new city's first mayor, receiving all but five votes. County commissioners officially declared College Place to be a city on January 7, 1946. According to a survey, the city's population at the time of incorporation was 1,851.

The new city's first business was to reassure critics that incorporation would not lead to sin. "One of the concerns prior to incorporation was that the city would foster the growth of unwanted sinful businesses," Bunch wrote in 2011. "Answering this concern, early ordinances were written to regulate saloons, taverns, pool halls, bowling alleys, and other such establishments. At the same time, the new city struggled even to provide lighting for the city streets. Due to shortages caused by World War II, streetlights were difficult to find.

Still, despite the challenges, the population of College Place was growing, thanks in large part to a stream of postwar veterans going to college on the G.I. bill. It was also expanding geographically to the north and east, even as Walla Walla was expanding to the west. By 1947, writes Bunch "the road sign still listed the distance between them is 3 miles, but a more accurate measure was ½ mile" (Bunch, p. 50).

By 1951, the population of College Place had almost doubled, reaching 3,266. Trash collection was provided, a city hall and a firehouse were built on College Avenue, and a volunteer fire department was organized.

Since its incorporation and postwar growth, College Place has experienced measured growth as a residential community that continues to revolve primarily around Walla Walla University.

"The decade of the 60s was notable for major construction on the college campus," observes Cross (Cross, p. 12). A new College Church was built -- at a cost of $750,000 -- at 4th Street and Bade Avenue. The church, dedicated on October 20, 1962, seats 2,500 and can accommodate 130 in the choir loft.

In 1963, Kretschmar Hall, home of the engineering, mathematics and physics department of the college, was opened. And in 1965, Smith Hall was opened to house the education department.

The building boom wasn't just at the college. A new residential development, called the Davin development, opened in 1964. And in 1965, Lions Park was founded on land donated by Virgil Davin.

Over the next decade, the focus of College Place planners turned from buildings to streets. In 1975, the budget for curbing, grading, paving and sidewalk construction was increased by more than half a million dollars over the year before, to reach $2.28 million.

Fire returned to afflict the community in 1978, when fire destroyed the college's Columbia Auditorium on March 23. Thirty College Place firefighters, with help from 15 colleagues from Walla Walla, kept the blaze from spreading to other buildings, but the auditorium itself was a total loss. Cross credits the 1976 purchase by the city of a new fire truck with an aerial ladder for helping to limit the damage (Cross, p. 22).

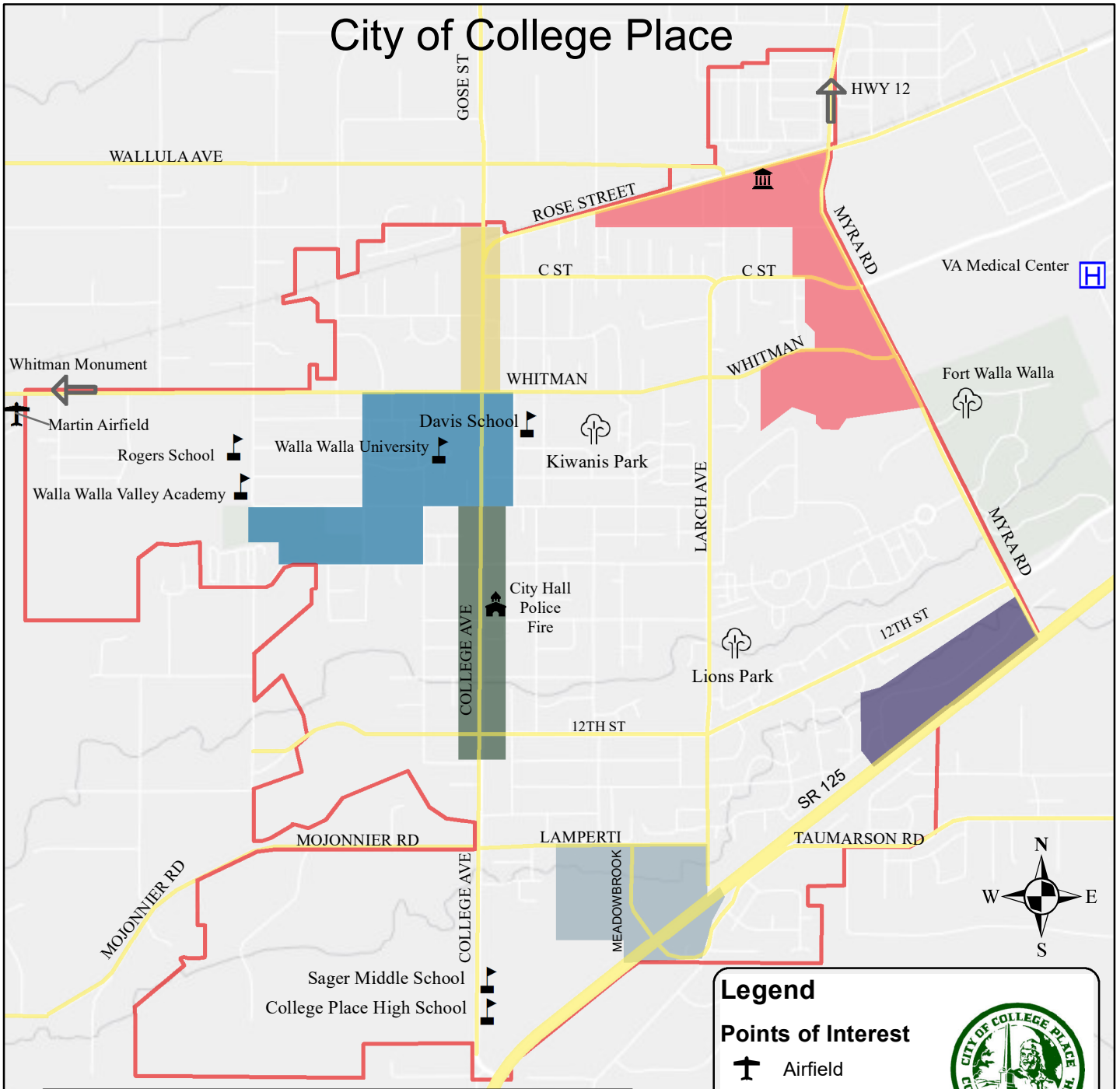
Between 1966 and 1979, the city's population increased another 20 percent, reaching 5,289. Over the same period, 73 single-family homes were built along with 25 apartment buildings. "These increases represented problems as well as progress," writes Cross. "Among the items of discussion was the need for bus transportation, especially for senior citizens who are attracted to College Place as a quiet residential area (Cross, p. 32).

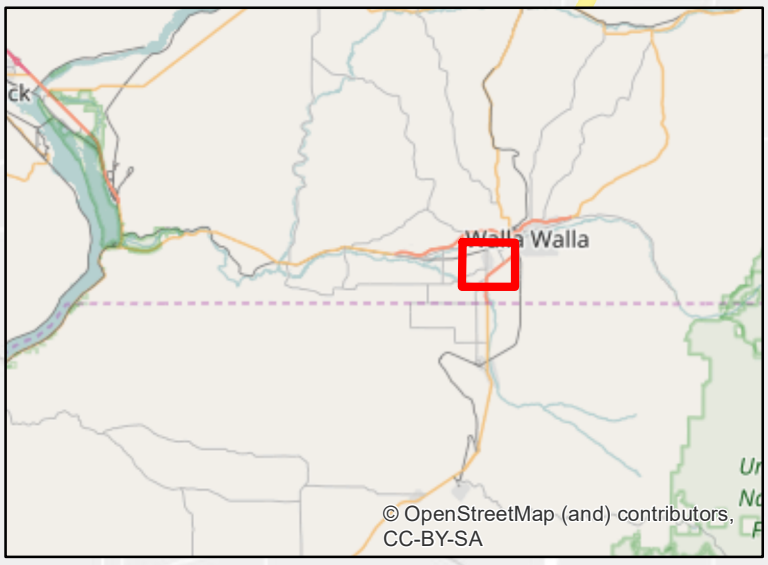
Water has continued to be a major issue of concern as College Place has grown. In the early 1980s, the city was ordered by the state to tie into Walla Walla's water system to forestall further lowering of the underground aquifer.

In 2012, the voters passed a $49 million bond to construct a new high school and middle school as well as rebuild Davis Elementary School. College Place High School became a full K-12 district during the 2017-2018 school year. In 2017 the City completed the CARS project which entailed rebuilding College Avenue and Rose Street to include pedestrian facilities and stop lights.

College Place remains "where small-town living and learning meet". It has a growing K-12 public and private Adventist school system, Walla Walla University, and a growing commercial base that includes Super Wal-Mart, Home Depot, and a car dealership.

City of College Place





0 0.25 0.5 1 Miles

Legend

Points of Interest

- Airfield
- Municipal Campus
- Hospital
- Park
- School
- Social Security Office

BusinessDistricts

Title

- Commercial Dr. Business District
- Downtown
- Meadowbrook Business District
- Myra Rd. Business District
- North College Ave Business District
- University District

Esri, HERE, DeLorme
the GIS user community

City of College Place
Strategic Plan, 2017-2026



Where small-town living and learning meet

Table of Contents

INTRODUCTION 3

VISION 4

VALUES 5

COOPERATION AND CONNECTION 8

INFRASTRUCTURE INVESTMENT 10

PLANNING FOR PROSPERITY 12

OPTIMAL OPERATIONS 13

SUMMARY 14

REVISING THE PLAN 17

Introduction

The College Place Strategic Plan was developed in 2017 by listening to the community about its aspirations. Through surveys, focus groups and one-on-conversations a picture developed for the City's current position and where it wants to be. What emerges is a picture beyond annual budgeting processes to a vision for what the City could be in 2027.

This vision together with the City's core values provide a compass. The Strategic Plan provides a foundation for prioritizing the use of resources and identifies how the City makes progress toward achieving the community's goals and objectives.

Following vision and values are key areas of activities, called Core Themes. Under each of these themes are goals and objectives laid out over the next decade which set out the work of City Council and Staff.



Objectives are supported by outcomes, the key measure of progress and milestones by year. The Strategic Plan is designed to be updated annually to reflect changing priorities and resources.

Vision

By 2027, College Place is noted for its vibrant downtown with a mix of small businesses and housing that interfaces with Walla Walla University that give residents and a growing tourist trade the feeling of a small town. The City has attracted large-scale commercial development along its most trafficked roads, thus growing its tax base.

Resourceful in the use of finance tools and grant opportunities, the City gets extra value from every dollar of local taxes. Resources support a staff of dedicated, competent employees adequate to provide safety and responsiveness. Deferred maintenance is a thing of the past as depreciation is funded and cash reserves prepare the city to pursue opportunities without excess risk.

Mutual respect is shared between the City Council, residents, and staff. Residents, retirees, students, professionals, and young families feel safe; they know their neighbors and many of the city employees by name. Citizens are engaged and knowledgeable of the affairs of the City due to the character of staff and the quality, timeliness, and context through which information is shared; cooperation is a community norm. Volunteerism is high across the commissions of the City.

People circulate easily irrespective of mode, whether car, foot or bike; a system of sidewalks and trails make foot traffic a preferred method to get around town. The community turns out regularly for the events calendared throughout the year, co-hosted in partnership with the municipality and institutions such as: businesses, volunteer organizations, College Place Public Schools, Rogers School, Walla Walla Valley Academy, and Walla Walla University.

Values

In its expression of civic leadership and service, Council and staff hold these core values.

Open and Honest

The City is transparent and fair in its dealings. It is plain spoken in its communication. The City is engaged with its citizens in two-way communication and desires an aware and informed citizenry. The municipality is accountable for its actions and choices.

Cooperation

College Place works well with others and values mutually-beneficial outcomes for the City and its partners.

Respect

The City fosters respect between its Council and staff, Citizens, neighbors, its natural resources and built environment, its resident businesses to bind College Place into a sustainable and prosperous community. The City honors its heritage.

Service

The City exists to provide services to its constituents. It is an organized, learning organization that makes data-driven decisions. It's employees and Council are empathetic and humble.

Diversity

The City recognizes differences between people and values these differences as an asset. College Place fosters an environment where individuals find safety, dignity, and acceptance.

Resource Development

To maintain its comparative advantage as a municipal government, College Place pursues new revenue streams not from increasing property tax rates, but from increasing local valuation

through new commercial and residential development, while supporting not impeding development.

Goals and Objectives

1. The City develops and deploys a written Economic Development strategy to guide expansion of the commercial tax base.
    a. Land is identified for commercial and residential development. (Planning)
    b. Lodging development is pursued including the feasibility of meeting space. (Administrator)
    c. A diversity of housing options is pursued including single-family, apartments, duplexes, condos, manufactured homes, accessory dwelling units and mixed-use. (Planning)
    d. The City pursues a big box/chain retail development. (Administrator)
2. Downtown develops as a mixed-use zone with design standards that offer the developer a menu of possibilities rooted in a "main street" character.
    a. Business opportunities are developed with a focus on local residents so that the local economy and indigenous wealth grows. (Economic Development Commission)
    b. The inventory of mixed-use buildings in the downtown core increases. (Economic Development Commission)
    c. Parking lots are developed in the downtown core close to College Avenue. (Planning)
3. The City develops a venture with the Port of Walla Walla to develop incubator properties in the community, ideally near and in association with Walla Walla University. (Mayor)
4. The City pursues urban growth expansion and an infill strategy. (Planning)

Timeline and Outcomes

Year	Activity	Result
2018	1-a. 1-c. 2-a. 2-b.	The land inventory is updated. Housing chapter adopted in Comprehensive Plan. The number of business starts on and near College Ave. are tracked and reported to Council at least annually. The number of mixed-use properties on and near College Ave. are tracked and reported to Council at least annually.

	4.	Urban Growth Area is redefined with an incorporated infill strategy that includes adding County property to the City Limits.
2019	1-a. 1-b. 1-c. 1-d. 2-a. 2-b.	The land inventory is updated. Ground breaks on a lodging property development Housing Chapter action plan is reviewed. Signed commitment from a new big-box store The number of business starts on and near College Ave. are tracked and reported to Council at least annually. The number of mixed-use properties on and near College Ave. are tracked and reported to Council at least annually.
2020	1-a. 1-c. 2-a. 2-b.	The land inventory is updated. Housing Chapter action plan is reviewed. The number of business starts on and near College Ave. are tracked and reported to Council at least annually. The number of mixed-use properties on and near College Ave. are tracked and reported to Council at least annually.
2021	1-a. 1-c. 2-a. 2-b.	The land inventory is updated. Housing Chapter action plan is reviewed. The number of business starts on and near College Ave. are tracked and reported to Council at least annually. The number of mixed-use properties on and near College Ave. are tracked and reported to Council at least annually.
2022	1-a. 1-c. 2-a. 2-b.	The land inventory is updated. Housing Chapter action plan is reviewed. Commercial big box development opens. The number of business starts on and near College Ave. are tracked and reported to Council at least annually. The number of mixed-use properties on and near College Ave. are tracked and reported to Council at least annually.
2023	1-a. 1-c. 1-d. 2-a. 2-b.	The land inventory is updated. Housing Chapter action plan is reviewed. Big-box store opens The number of business starts on and near College Ave. are tracked and reported to Council at least annually. The number of mixed-use properties on and near College Ave. are tracked and reported to Council at least annually.
2024	1-a. 1-c. 2-a. 2-b.	The land inventory is updated. Housing Chapter action plan is reviewed. The number of business starts on and near College Ave. are tracked and reported to Council at least annually. The number of mixed-use properties on and near College Ave. are tracked and reported to Council at least annually.
2025	1-a. 1-c. 2-a. 2-b. 3.	The land inventory is updated. Housing Chapter action plan is reviewed. The number of business starts on and near College Ave. are tracked and reported to Council at least annually. The number of mixed-use properties on and near College Ave. are tracked and reported to Council at least annually. A facility with flexible space is planned with sustainable funding.
2026	1-a. 1-c. 2-a. 2-b. 2.c.	The land inventory is updated. Housing Chapter action plan is reviewed. The number of business starts on and near College Ave. are tracked and reported to Council at least annually. The number of mixed-use properties on and near College Ave. are tracked and reported to Council at least annually. A plan for parking lot development is complete.

Cooperation and Connection

The City values connection with its residents and to its heritage. The City strives for win-win outcomes in relationships and partnerships internally and externally. The City's residents value connection to each other, which the City fosters and grows.

Goals and Objectives

1. Create annual community events
    a. Identify opportunity for specific College Place events that are tied to Walla Walla University, Adventist Schools, or College Place Public Schools activities like Alumni Weekend and graduations. (Economic Development Commission)
    b. Create events which draw visitors from neighboring communities and regions. (Economic Development Commission)
2. The City's outreach program effectively reaches all of its population.
    a. Develop a City Brand guidelines (Administrator)
    b. Students are actively involved in College Place City Council meetings and Council is involved at schools. (Council)
    c. The City increases the use and effectiveness of social media channels that are used by stakeholders. (Departmental Social Media Managers)
    d. The City maintains an active release of news to local media outlets for regularly occurring items and crisis communication. (Administrator)
    e. School events are promoted to the Community. (Finance)
3. The City explores the feasibility of a multi-use community center. (Parks, Arbor & Recreation Commission)
4. The City shares leadership with its residents through volunteer service on Commissions, as follows. (Human Resources)
    a. Planning Commission
    b. Historic Preservation Commission
    c. Civil Service Commission
    d. Economic Development, Tourism, and Events Commission
    e. Parks, Arbor, and Recreation Board

5. Walla Walla University and City of College Place staff and administration participate on each other's boards and commissions in order to mutually aid their missions. (Mayor)
6. College Place builds and fosters interlocal partnerships in the following areas. (Mayor and Administrator)
    a. Utilities
    b. Bidding on joint construction projects
    c. Library
    d. Court
    e. Information Technology
    f. Emergency Management
    g. School security
    h. Park and Recreation programs

Timeline and Outcomes

Year	Activity	Result
2018	1. 2-a. 2-e. 4. 6.	One College Place event is calendared in association with a key partner. Brand guidelines are adopted by Council including logo, seal, fonts, etc. Staff provides social media report to Council highlighting channels, number of followers and number of posts. Administrator presents annual report of news coverage and reporting. School event information is included in utility statement mailings. All Commissions are fully appointed with local residents by Council who also monitor calendaring of commission meetings. The number of interlocal agreements increases.
2019	1-b. 3-b. 2-e. 4. 5. 6.	Lead sponsor is secured for community event. Youth attend at least half of the Council's meetings. Staff provides social media report to Council highlighting channels, number of followers and number of posts. Administrator presents annual report of news coverage and reporting. School event information is included in utility statement mailings. All Commissions are fully appointed with local residents by Council who also monitor calendaring of commission meetings. Representatives from each entity sits on the others boards and commissions The number of interlocal agreements increases.
2020	 2-e. 3. 4. 6.	Staff provides social media report to Council highlighting channels, number of followers and number of posts. Administrator presents annual report of news coverage and reporting. School event information is included in utility statement mailings. City has a designated community center. All Commissions are fully appointed with local residents by Council who also monitor calendaring of commission meetings. The number of interlocal agreements increases.
2021		Staff provides social media report to Council highlighting channels, number of followers and number of posts. Administrator presents annual report of news coverage and reporting.

	2-e. 4. 6.	School event information is included in utility statement mailings. All Commissions are fully appointed with local residents by Council who also monitor calendaring of commission meetings. The number of interlocal agreements increases.
2022	 2-e. 4. 6.	Staff provides social media report to Council highlighting channels, number of followers and number of posts. Administrator presents annual report of news coverage and reporting. School event information is included in utility statement mailings. All Commissions are fully appointed with local residents by Council who also monitor calendaring of commission meetings. The number of interlocal agreements increases.
2023	 2-e. 4. 6.	Staff provides social media report to Council highlighting channels, number of followers and number of posts. Administrator presents annual report of news coverage and reporting. School event information is included in utility statement mailings. All Commissions are fully appointed with local residents by Council who also monitor calendaring of commission meetings. The number of interlocal agreements increases.
2024	 2-e. 4. 6.	Staff provides social media report to Council highlighting channels, number of followers and number of posts. Administrator presents annual report of news coverage and reporting. School event information is included in utility statement mailings. All Commissions are fully appointed with local residents by Council who also monitor calendaring of commission meetings. The number of interlocal agreements increases.
2025	 2-e. 4. 6.	Staff provides social media report to Council highlighting channels, number of followers and number of posts. Administrator presents annual report of news coverage and reporting. School event information is included in utility statement mailings. All Commissions are fully appointed with local residents by Council who also monitor calendaring of commission meetings. The number of interlocal agreements increases.
2026	 2-e. 4. 6.	Staff provides social media report to Council highlighting channels, number of followers and number of posts. Administrator presents annual report of news coverage and reporting. School event information is included in utility statement mailings. All Commissions are fully appointed with local residents by Council who also monitor calendaring of commission meetings. The number of interlocal agreements increases.

Infrastructure Investment

A healthy and vital College Place requires new and renewing investments above and below ground. Residents expect and receive reliable and safe services from these investments.

Goals and Objectives

1. The City develops a fully-funded storm water utility. (Engineer)
2. The City Council provides adequate budget to allow the staff to supply water to all residents within the City limits. (Public Works)
    a. Water treatment infrastructure is replaced in the next ten years (Public Works)

b. Water rights and water availability are secured. (Public Works)

3. The City has a fully-fund wastewater utility. (Public Works)
    a. The City has a plan to replace aging collection system. (Public Works)
    b. The aquifer is recharging. (Public Works)
4. All local streets are refurbished and/or rebuilt.
    a. The Transportation Benefit District has a funding mechanism that begins to fund renewal. (Administrator)
    b. There are sidewalks, bike lanes and sharrows where practicable, preserving character of historic neighborhoods. (Planning)
    c. Fully-controlled intersections are constructed at important crossings. (Engineering)
    d. LED Street lights expands LED Street lights throughout the City. (Engineering)
5. Working with partners, the City promotes sustainability and conservation in the use of renewable resources, such as facilitating solar array installation on roofs and walls. (Planning)
6. Development regulations integrate smart-growth and form-based zoning. (Planning)
7. The City provides internet access as key infrastructure. (Mayor and Administrator)
    a. Community-wide Wi-Fi improves access to internet.
    b. Fiber cable is installed wherever development occurs.

Timeline and Outcomes

Year	Activity	Result
2018	5.	The linear feet of wastewater pipe replaced is reported to Council (Add to each year) Comprehensive Plan has chapter on sustainability.
2019	3-b. 4-a.	Water rights are secured sufficient to meet projected demand beyond 2034. A new right and two new wells are online. The TBD collects tax revenue.
2020	4. 6.	A street and sidewalk condition assessment is completed that includes criteria for prioritizing projects. Development regulations revisions include smart-growth and form-based zoning.
2021	1.	Storm water utility is fully funded, developed and staffed.
2022	3-c.	LED lights power all City street lights
2023		
2024		

2025	2. 3.	All residents have access to municipal water supply. The wastewater utility meets WA Department of Ecology requirements.
2026	2-a. 7.	Water treatment facilities are current and adequate to future demand. The number and percentage of households with internet access along with top speed are reported to Council.

Planning for Prosperity

The City uses transparent and accountable planning processes so residents understand how College Place grows and changes. Planning documents are clear with a vision for how to sustainably fund services while maintaining high levels of citizen satisfaction and add to the local population as well as the Urban Growth Area (UGA).

Goals and Objectives

1. The City produces and adopts a Comprehensive Plan
    a. There is a written redevelopment strategy for the College Avenue corridor. (Planning)
    b. An historic preservation strategy is developed. (Historic preservation commission)
    c. The City develops, maintains and funds a sustainable infrastructure replacement plan. (Finance)

    The City has a Parks master plan that meets RCO standards and integrates the Blue Mountain Regional Trail Network (Parks, Arbor and Recreation Board)
    d. The Walla Walla University Master Plan is integrated. (Mayor and Administrator)
2. City government is flexible enough to permit innovation.
    a. Lean methodologies are applied to continuously improve the City's development processes. (Mayor and Administrator)
    b. Municipal code is simplified to improve usability. (City Clerk)
3. By 2027, the City will complete its third Comprehensive plan.

Timeline and Outcomes

Year	Activity	Result
2018	1.	Comprehensive Plan includes a chapter on Downtown development.
2019	2.	Report to Council on the number of process improvement groups formed.

	2.	Number of code revision ordinances passed per year
2020	2.	Report to Council on the number of process improvement groups formed.
2021	2.	Report to Council on the number of process improvement groups formed.
2022	2.	Report to Council on the number of process improvement groups formed.
2023	2.	Report to Council on the number of process improvement groups formed.
2024	2.	Report to Council on the number of process improvement groups formed.
2025	2.	Report to Council on the number of process improvement groups formed.
2026	2. 3.	Report to Council on the number of process improvement groups formed. Comprehensive Plan development commences.

Optimal Operations

People of high character and capability power successful City operations. The City Council values its staff and sees Human Resources as its greatest asset. Integrating infrastructure and people are systems and tools that are current and people know how to use.

Goals and Objectives

1. The City is staffed to reflect nationally-recognized human resource levels.
    a. The City Police department is staffed to State governing agency criteria and sustainably funded. (Council)
    b. The City Fire department is staffed State governing agency criteria and sustainably funded. (Council)
    c. The City Public Works, Planning, Building, and Engineering departments are adequately staffed and sustainably funded. (Council)
2. The City constructs new and modifies existing City facilities based on nationally-recognized standards. (Engineering)
3. The City has a robust Human Resource function.
    a. Staff have opportunities for professional development and training. (Human resources)
    b. The City is prepared for succession in key leadership positions. (Human Resources)
    c. A learning culture is fostered. (Mayor and administrator)
4. GIS is used for comparative advantage and municipal leadership. (Administrator)

Timeline and Outcomes

Year	Activity	Result
2018	3-a. 4.	Number of professional training classes conducted and attended are reported annually. Total number of GIS uses reported.
2019	1. 3-a. 4.	Incremental changes in staffing levels Number of professional training classes conducted and attended are reported annually. Total number of GIS uses reported.
2020	1. 3-a. 4.	Incremental changes in staffing levels Number of professional training classes conducted and attended are reported annually. Total number of GIS uses reported.
2021	1. 2. 3-a. 4.	Incremental changes in staffing levels Capital facility plan recognizes changing space and use requirements for City services. Number of professional training classes conducted and attended are reported annually. Total number of GIS uses reported.
2022	1. 3-a. 4.	Incremental changes in staffing levels Number of professional training classes conducted and attended are reported annually. Total number of GIS uses reported.
2023	1. 3-a. 4.	Incremental changes in staffing levels Number of professional training classes conducted and attended are reported annually. Total number of GIS uses reported.
2024	1. 3-a. 4.	Incremental changes in staffing levels Number of professional training classes conducted and attended are reported annually. Total number of GIS uses reported.
2025	1. 3-a. 4.	Incremental changes in staffing levels Number of professional training classes conducted and attended are reported annually. Total number of GIS uses reported.
2026	1. 3-a. 4.	Incremental changes in staffing levels Number of professional training classes conducted and attended are reported annually. Total number of GIS uses reported.

Summary

Resource Development

1. The City develops and deploys a written Economic Development strategy to guide expansion of the commercial tax base.
    a. Land is identified for commercial and residential development. (Planning)
    b. Lodging development is pursued including the feasibility of meeting space. (Administrator)
    c. A diversity of housing options is pursued including single-family, apartments, duplexes, condos, manufactured homes, accessory dwelling units and mixed-use. (Planning)
    d. The City pursues a big box/chain retail development. (Administrator)

2. Downtown develops as a mixed-use zone with design standards that offer the developer a menu of possibilities rooted in a "main street" character.
    a. Business opportunities are developed with a focus on local residents so that the local economy and indigenous wealth grows. (Economic Development Commission)
    b. The inventory of mixed-use buildings in the downtown core increases. (Economic Development Commission)
    c. Parking lots are developed in the downtown core close to College Avenue. (Planning)
3. The City develops a venture with the Port of Walla Walla to develop incubator properties in the community, ideally near and in association with Walla Walla University. (Mayor)
4. The City pursues urban growth expansion and an infill strategy. (Planning)

Cooperation and Connection

1. Create annual community events
    a. Identify opportunity for specific College Place events that are tied to Walla Walla University, Adventist Schools, or College Place Public Schools activities like Alumni Weekend and graduations. (Economic Development Commission)
    b. Create events which draw visitors from neighboring communities and regions. (Economic Development Commission)
2. The City's outreach program effectively reaches all of its population.
    a. Develop a City Brand guidelines (Administrator)
    b. Students are actively involved in College Place City Council meetings and Council is involved at schools. (Council)
    c. The City increases the use and effectiveness of social media channels that are used by stakeholders. (Departmental Social Media Managers)
    d. The City maintains an active release of news to local media outlets for regularly occurring items and crisis communication. (Administrator)
    e. School events are promoted to the Community. (Finance)
3. The City explores the feasibility of a multi-use community center. (Parks, Arbor & Recreation Commission)
4. The City shares leadership with its residents through volunteer service on Commissions, as follows. (Human Resources)
    a. Planning Commission
    b. Historic Preservation Commission
    c. Civil Service Commission
    d. Economic Development, Tourism, and Events Commission
    e. Parks, Arbor, and Recreation Board
5. Walla Walla University and City of College Place staff and administration participate on each other's boards and commissions in order to mutually aid their missions. (Mayor)
6. College Place builds and fosters interlocal partnerships in the following areas. (Mayor and Administrator)
    a. Utilities
    b. Bidding on joint construction projects
    c. Library

d. Court
e. Information Technology
f. Emergency Management
g. School security
h. Park and Recreation programs

Infrastructure Investment

1. The City develops a fully-funded storm water utility. (Engineer)

2. The City Council provides adequate budget to allow the staff to supply water to all residents within the City limits. (Public Works)
    a. Water treatment infrastructure is replaced in the next ten years (Public Works)
    b. Water rights and water availability are secured. (Public Works)
3. The City has a fully-fund wastewater utility. (Public Works)
    a. The City has a plan to replace aging collection system. (Public Works)
    b. The aquifer is recharging. (Public Works)
4. All local streets are refurbished and/or rebuilt.
    a. The Transportation Benefit District has a funding mechanism that begins to fund renewal. (Administrator)
    b. There are sidewalks, bike lanes and sharrows where practicable, preserving character of historic neighborhoods. (Planning)
    c. Fully-controlled intersections are constructed at important crossings. (Engineering)
    d. LED Street lights expands LED Street lights throughout the City. (Engineering)
5. Working with partners, the City promotes sustainability and conservation in the use of renewable resources, such as facilitating solar array installation on roofs and walls. (Planning)
6. Development regulations integrate smart-growth and form-based zoning. (Planning)
7. The City provides internet access as key infrastructure. (Mayor and Administrator)
    a. Community-wide Wi-Fi improves access to internet.
    b. Fiber cable is installed wherever development occurs.

Planning for Prosperity

1. The City produces and adopts a Comprehensive Plan
    a. There is a written redevelopment strategy for the College Avenue corridor. (Planning)
    b. An historic preservation strategy is developed. (Historic preservation commission)
    c. The City develops, maintains and funds a sustainable infrastructure replacement plan. (Finance)

    The City has a Parks master plan that meets RCO standards and integrates the Blue Mountain Regional Trail Network (Parks, Arbor and Recreation Board)
    d. The Walla Walla University Master Plan is integrated. (Mayor and Administrator)
2. City government is flexible enough to permit innovation.

a. Lean methodologies are applied to continuously improve the City's development processes. (Mayor and Administrator)
b. Municipal code is simplified to improve usability. (City Clerk)

3. By 2027, the City will complete its third Comprehensive plan.

Optimal Operations

1. The City is staffed to reflect nationally-recognized human resource levels.
   a. The City Police department is staffed to State governing agency criteria and sustainably funded. (Council)
   b. The City Fire department is staffed State governing agency criteria and sustainably funded. (Council)
   c. The City Public Works, Planning, Building, and Engineering departments are adequately staffed and sustainably funded. (Council)
2. The City constructs new and modifies existing City facilities based on nationally-recognized standards. (Engineering)
3. The City has a robust Human Resource function.
   a. Staff have opportunities for professional development and training. (Human resources)
   b. The City is prepared for succession in key leadership positions. (Human Resources)
   c. A learning culture is fostered. (Mayor and administrator)
4. GIS is used for comparative advantage and municipal leadership. (Administrator)

Revising the Plan

The plan will be reviewed and updated annually. Recommendations for any interim changes to the plan should address the following questions:

- Why should the changes be made?
- What specific changes should be made, including to areas, goals, objectives, strategies timelines and responsibilities?

Financial Policies



Adopted
May 23, 2017

City of College Place, Washington
ORDINANCE NO. 17-020

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE, WASHINGTON ADOPTING FINANCIAL POLICIES FOR THE CITY OF COLLEGE PLACE.

Whereas, the City of College Place and its City Council recognize the importance of sound financial planning and clear policies and guidelines for financial management , and

Whereas, financial policies have been developed to guide financial planning and management and to serve as City Council's approved values and expectations for council members, city staff, citizens, and other interested parties who may do business with the city, and

Whereas, Administration has developed proposed policies in the following areas: purpose, objectives, general budget policies, funds, reserves and contingencies, revenues, and expenses, and

Whereas, the Finance Committee conducted a review of the proposed financial policies on April 28, 2017, and

Whereas, the proposed financial policies were presented to the City Council on May 9, 2017.

Now therefore, the City Council of the City of College Place does hereby ordain as follows:

Section 1: The compilation of fiscal policies entitled "2017 Financial Policy, City of College Place, Washington" attached hereto, and incorporated herein by this reference as set forth in full, is hereby adopted as the official statement of financial policies for the City of College Place.

Section 2: Severability. If any section, subsection, paragraph, sentence, clause, or phrase of this ordinance is declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining portions of this ordinance.

Section 3: Effective Date. This ordinance shall take effect and be in full force five days after its passage and publication as provided by law.

PASSED by the City Council of the City of College Place, Washington, this 23rd day of May, 2017.

Harvey Crowder, Mayor

Attest:

Lisa R. Neissl, City Clerk

Approved as to form:

City Attorney #37889

Chapter 3.02
FINANCIAL POLICY

The financial policy for the City of College Place, Washington, is hereby adopted in substantially the form and content attached to the ordinance codified in this chapter as "2017 Financial Policy, City of College Place, Washington." All municipal fiscal functions shall be governed by the City of College Place, Washington financial policy. The policy shall be reviewed annually for applicability by the finance committee.

2017

Financial Policy



City of College Place, Washington

5/23/2017

Table of Contents

Chapter	Title	Page
A	Purpose	3
B	Objective	3
C	General Budget	4
D	Funds	6
E	Reserve & Contingency Fund	8
F	Revenue	8
G	Expense	10

Italicization of text denotes future implementation

A. Purpose

The 2017 Financial Policy assembles all of the City's financial policies in one document. They are the tools to ensure that the City is financially able to meet its immediate and long-term service objectives. The individual policies contained herein serve as guidelines for both the financial planning and internal financial management of the City.

The City of College Place is 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.

B. Objective

In order to achieve its purpose, the Financial Policies have the following objectives for the City's fiscal performance.

B-1 To guide the City Council and management policy decisions that have significant impact.

B-2 To set forth-operating principles that minimize the cost of government and financial risk.

B-3 To employ balanced and fair revenue policies that provide adequate funding for desired programs.

B-4 To maintain appropriate financial capacity for present and future needs.

B-5 To promote sound financial management by providing accurate and timely information on the city's financial condition.

B-6 To protect the City's credit rating and provide for adequate resources to meet the provision of the City's debt obligations on all municipal debt.

B-7 To ensure the legal use of financial resources through an effective system of internal controls.

B-8 To promote cooperation and coordination with other governments and the private sector in the financing and delivery of services.

C. General Budget Policies

C-1 Department directors have primary responsibility for formulating budget proposals in line with City Council and Mayor direction, and for implementing, monitoring, and reporting them once they are approved.

C-2 All City Departments share in the responsibility of meeting policy goals and ensuring long-term financial health. Future service plans and programs will be developed to reflect current policy directives, projected resources, and future service requirements.

C-3 The Mayor and City Administrator with assistance from the Finance Department may develop administrative directives and general procedures for implementing the City Council's financial policies.

C-4 The Finance Department is responsible for coordinating the overall preparation and administration of the City's budget and Capital Investment Program Plan. This function is fulfilled in compliance with applicable State of Washington statutes governing local government budgeting practices.

C-5 The Finance Department assists department staff in identifying budget problems, formulating solutions and alternatives, and implementing any necessary corrective actions.

C-6 The City Council shall adopt the budget by ordinance at the fund level.

C-7 The City Council may adopt resolutions or ordinances to set financial policies to assure the financial strength and accountability of the City.

C-8 Interfund charges will be based on recovery of the both direct and indirect costs associated with providing those services.

C-9 Regular employee positions will normally be budgeted only in the City's operating funds.

C-10 Monthly financial reports, including a review of budgeted expenditures and revenues, will be prepared and reported to the Council at regular meetings. Included will be provisions for amending the budget during the year in order to address unanticipated needs, emergencies, or compliance with State of Washington budgetary statutes. Budget adjustments requiring City Council approval will occur through a process coordinated by the Finance Department and will occur prior to fiscal year end.

C-11 The Finance Department will review agenda items with potential fiscal impact submitted for City Council action. The objective of these reviews will be to ensure compliance with the budget and disclosure of all fiscal issues to the Council. This information will be presented in the fiscal impact section of each agenda bill.

C-12 Revenues derived from fees associated with development will be designated for the support of activities within the public works and community development functions of the city.

C-13 The City's budget presentation will be directed at displaying the City's services plan in a Council/constituent-friendly format.

C-14 The City will maintain equipment replacement funds that will receive annually budgeted contributions from the operating expenses of departments owning the capital equipment in an amount necessary to replace the equipment at the end of its useful life. Life cycle assumptions and

required contributions will be reviewed annually as part of the budget process. Monies collected from the sale of assets carried on the equipment replacement schedules will be receipted to equipment replacement funds.

C-15 Operating Deficits: Recurring revenues will be sufficient to support recurring expenditures. Revenue estimates will be realistic and debt financing will not be used to support recurring operating expenses.

C-16 Interfund Loans and Transfers: Any interfund transfers and/or loans will be completed only after specific Council approval or inclusion in the approved annual budget.

C-17 Resources Greater than Budgeted Expenditures – Resources (fund balances) greater than budgeted expenditures in any fund shall be considered "one time" resources and shall not be used to fund ongoing service delivery programs unless approved by Council.

C-18 Full Time Equivalent (FTE) Budgeting – As a tool for Council consideration, all adopted budgets of the City will list the actual and proposed FTE allocation by department.

C-19 Current Service Levels – To aid in the prudent management of City affairs, City service levels will be established, monitored, and reviewed so a determination of required resources (both personnel and non-personnel) can be made for the ensuing budget year.

C-20 Expenditures that Delay Future Cost Increases – When practical, resources should be allocated for selective expenditures whose purpose is to avoid even larger costs in the future.

C-21 Expenditures that Forestall Adding Permanent Staff – Recognizing that personnel-related expenditures represent the largest portion of the City's budget, methods to increase efficiency should receive priority funding if it can forestall the addition of permanent staff.

C-22 Future Fiscal Effect of Programs or Personnel – Whenever programs or personnel are proposed, the current and future fiscal impact (as reflected in the 6-year financial forecast) shall be determined and reported to the City Council to aid in their deliberations.

C-23 Commitments that Can Reasonably be Maintained Over the Long Term – Funding for new programs and services should be limited to the extent that they can be funded over the near-to-long term given the current revenue stream.

C-24 Overhead and Full Cost Allocation- Department and Fund budgets shall be prepared in a manner that reflects the full cost of providing services.

C-25 Maintenance of Quality Service Programs – If expenditure reductions are necessary, elimination of selective services is preferable to across-the-board cuts.

C-26 Efforts should be coordinated with other governmental agencies to achieve common policy objectives, share the cost of providing governmental services on an equitable basis, and support favorable legislation at the state and federal level.

C-27 Initiate, encourage, and participate in economic development efforts to create job opportunities and strengthen the local economy.

C-28 The City will strive to maintain fair and equitable relationships with its contractors and suppliers.

C-29 Distinguished Budget Presentation – As staffing allows, the City will work toward producing a budget document that meets the Distinguished Budget Presentation program as defined by the Government Finance Officers Association (GFOA).

D. Funds

The accounts of the City are organized on the basis of funds, each of which is considered a separate accounting entity. The City uses governmental, proprietary, and fiduciary funds. Each governmental fund, expendable trust, or agency fund is accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund balances, revenues, and expenditures. Proprietary and similar trust funds use the revenue, expenses, and equity accounts similar to businesses in the private sector. The City of College Place segregates money to funds based on use and function as is specified by the Budgeting Accounting Reporting System (BARS) cash basis manual created by the State of Washington Auditor's Office. The City of College Place has 28 active funds. Funds can be added or omitted to the city ledger of accounts based upon future updates of the BARS manual, recommendation of city finance staff, and passage of an ordinance by City Council. Types and definitions of funds are located below.

D-1 Current Expense Fund #001 – This is the city's primary operating fund. It accounts for all financial resources except those required to be accounted for in other funds and is generally considered to represent the ordinary operations of the city.

D-2 Technology Reserve Fund #012 – This fund is a sub-fund of Current Expense #001 and is used to account for all transactions related to information technology across the city.

D-3 Employee Benefit Reserve Fund #061 – This fund is a sub-fund of Current Expense #001 and primarily funds post-employment benefits.

D-4 Street Fund #100 – This fund covers the operation and maintenance of city-owned transportation thoroughfares.

D-5 Criminal Justice Fund #120 – This fund is restricted to innovative law enforcement strategies, programs for at-risk children, and programs related to domestic violence.

D-6 Forfeited Proceeds Fund #121 – This fund is utilized for drug enforcement and related activities.

D-7 ULTGO Bond Fund #201 – Debt service for the College Avenue/Rose Street project.

D-8 LTGO Bond Fund #202 – Debt service for a new fire engine the City acquired.

D-9 Commercial Drive Fund #235 – Debt service to construct Commercial Drive.

D-10 Street Capital Contribution Fund #301 – Capital Fund used as an escrow account for developer contributions for street related impacts as a result of approved projects. Funds can only be used for street infrastructure impacted by the developer's project.

D-11 Capital Improvement Fund #305 - This fund is used to receipt the first ¼% tax on real estate sales in the city. Can only be used for capital projects listed on the City's Capital Facilities Plan.

D-12 Capital Improvement Fund #306 – This fund is used to receipt the second ¼% tax on real estate sales in the city which was adopted by City Council in December 2016. Can only be used for capital projects listed on the City's Capital Facilities Plan.

D-13 Street Improvement Fund #311 – This fund is used to segregate street capital projects.

D-14 Facility Maintenance Reserve Fund #315 – This fund is used to segregate expenditures on city facility maintenance and replacement.

D-15 Equipment Reserve Fund #320 – This fund is a reserve for expensive equipment. It is entirely funded by transfers from the appropriate departments in which the equipment is found.

D-16 Economic Development Fund # 330 – This fund is utilized for capital projects that are tied to economic development and infrastructure development in commercial areas.

D-17 Economic Development Reserve Fund #340 - This fund was created to provide capital funding for projects that would result in additional economic financial return on investment to the City.

D-18 Water Fund #400 – This fund covers the day to day operation and maintenance of the water utility.

D-19 Wastewater Fund #401 – This fund covers the day to day operation and maintenance of the wastewater utility.

D-20 Water Capital Reserve Fund #410 – This fund pays for major equipment and infrastructure necessary to support the Water Utility.

D-21 Wastewater Capital Reserve Fund #411 – This fund pays for major equipment and infrastructure necessary to support the Wastewater Utility.

D-22 Wastewater Debt Service Fund #412 – Debt service for Wastewater Treatment Plant SRF and PWTF loans are paid out of this fund. Additionally, an annual transfer is made from this fund to Fund #425 for payment toward the 2007 Water/Sewer Bonds.

D-23 Water Capital Improvement Reserve/Debt Service Fund #413 – Debt service for the Eastside Water System Improvements is paid out of this fund. Additionally, an annual transfer is made from this fund to Fund #425 for payment toward the 2007 Water/Sewer Bonds.

D-24 Water & Sewer Revenue Bond Fund #425 – Debt service on the 2007 Water/Sewer Bonds for the East Whitman Drive improvements is paid out of this fund.

D-25 Water & Sewer Bond Reserve Fund #426 – This fund will become the Debt Service Fund for the 2017/2018 Water System Revenue Bonds, if issued.

D-26 Water System Construction Fund #431 – This fund tracks revenues and expenses for capital improvements to the water system.

D-27 Equipment Rental & Replacement Fund #500 – Supports all departments of the city for the operation, maintenance, and availability of city owned vehicles and equipment.

D-28 Flexible Benefits Plan Fund #625 – Fiduciary fund tracking of deposits and payments in and out of the City's Section 125 Flexible Spending Plan.

E. Reserve & Contingency Funds

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 enables 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.

E-1 Unreserved Fund Balances – It is the City's policy to maintain an unreserved fund balance within all operating funds in a reasonable amount for emergency or unforeseen needs. The target ending fund balance shall be at least 20% of the budgeted revenues (excluding transfers in and interfund loan repayments) for the Current Expense Fund and at least 60 days' operating and maintenance expense for the other City operating funds.

E-2 Debt Service Funds – It is the City's policy to maintain, as a target, a one (1) year average annual debt service payment reserve for all debt except assessment debt.

E-3 Facilities Capital Reserve – The City has Facility Maintenance Reserve Fund #315 to address unforeseen City facilities capital expenditures. Contributions to the Facilities Capital Reserve Fund will be budgeted from the Real Estate Excise Tax (REET) #305 and #306 and/or Current Expense Fund #001 resources. The fund balance target to maintain in this account is $300,000.

E-4 Rainy Day Fund – Once unreserved fund balance goals are met the City will establish a rainy day fund with the purpose of meeting any unforeseen municipal expense. Annual contributions to this fund will be budgeted from Current Expense Fund resources. All expenditures from this fund shall have prior approval of the City Council. The City will strive to achieve a target reserve fund balance of 10% of the Current Expense Fund's annual budgeted revenues (excluding transfers in and interfund loan repayments).

F. Revenue Policy

F-1 Revenue estimates should be prepared on a conservative basis to minimize the economic fluctuations that could imperil ongoing service programs during the upcoming budget cycle. Revenue increases greater than inflation will require additional documentation. Major revenue sources will require explanation.

F-2 Current revenues will be sufficient to support current expenditures.

F-3 All fees for service shall be reviewed on an annual basis.

F-4 Revenues of a limited or indefinite term will not be used to fund ongoing service programs.

F-5 Grant applications to fund new service programs will be reviewed with due consideration being given to whether locally generated revenues will be required to support these programs when outside funding is no longer available.

F-6 Whenever possible, charges for services shall be set at an amount that reflects the actual cost of service delivery.

F-7 The City should strive to maintain a diversified mix of revenues in order to maintain needed services during periods of declining economic activity.

a. A base of property taxes and other stable revenues should be developed and maintained to provide a reliable base of revenues during periods of economic downturn.

b. The City's overall revenue structure should be designed to recapture for the City some of the financial benefits resulting from City economic and community development investments.

F-8 The following factors will be considered when the City's taxes are increased, extended, changed, or reduced:

a. Stability of the tax source over its expected life

b. Suitability for a pledge against future debt, if that is part of the City Council's long range intent for the new tax.

c. Spread the tax burden throughout the City's tax base by utilizing a broad array of tax sources available and by investigating mitigation of inequities and hardships where appropriate (e.g. property tax rebates for low-income elderly). Legislative remedies for harmful tax impacts should be sought where appropriate.

d. Apply the tax impact information for both residential and business taxpayers against a future vision of what the tax policy decision is intended to foster, in addition to the raising of revenues.

F-9 As much as reasonably possible, City services that provide private benefit should be supported by fees and charges in order to provide maximum flexibility in use of general City taxes to meet the cost of services of broader public benefit. Charges for services that benefit specific users should be fully recovered, including all direct and indirect costs including but not limited to, capital costs, department overhead, and Citywide overhead. Departments that impose fees for service charges should prepare and periodically every five years update cost-of-service studies for such service. When consistent with legal requirements, other City interests such as remaining competitive within the region or meeting other City objectives may dictate a subsidy of a portion of the costs of such services. Factors to consider when determining possible subsidies include job creation and the expansion of property and sales tax bases.

F-10 Rate increases should be small and applied frequently to avoid an overly burdensome future increase.

F-11 The City will not use deficit financing and borrowing to support on-going operations in the case of long-term (greater than one year) revenue downturns. Revenue forecasts will be revised and expenses will be reduced to conform to the revised long-term revenue forecast or revenue increases will be considered.

G. Expenditure & Operating Policy

G-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.

G-2 Budgeted annual expenditures will be maintained within the limitations of annual revenues.

G-3 All interfund borrowings shall only be completed following approval of the City Council.

G-4 Short-term borrowings (less than 5 years and less than $20,000) will not be done without full financial analysis and the Council shall be informed of all such borrowings. Such borrowings may include commercial lines of credit, equipment loans, and capital leases.

G-5 All long-term borrowing (greater than 5 years and $20,000) shall include full life-cycle financial analysis and prior approval by the City Council.

G-6 All authorized positions will be budgeted for a full year and with the best estimate of benefit rate unless specifically designated by the City Council as a partial-year position.

G-7 Ongoing resources should be equal to or exceed ongoing expenditures. Each City fund budget shall identify ongoing resources that at least match expected ongoing annual requirements. One-time cash transfers and non-recurring ending fund balances will be applied to reserve or to fund one-time expenditures; they will not be used to fund ongoing programs.

G-8 The City will seek to optimize the efficiency and effectiveness of its services to reduce costs and improve service quality.

G-9 *Accurate inventories of physical assets, their condition, life span, and cost will be maintained.*

G-10 The Finance Department will develop, maintain, and constantly seek to improve cash management systems which ensure the accurate and timely accounting, investment, and security of all cash assets. All cash received by City departments will be deposited the same business day as feasible. The Finance Director has oversight over cash handling policies and procedures.

2018 – 2023
Capital Facilities Plan



Adopted
December 12, 2017

City of College Place, Washington

ORDINANCE NO. 17-051

AN ORDINANCE OF THE CITY OF COLLEGE PLACE, WASHINGTON ADOPTING A SIX-YEAR CITYWIDE CAPITAL IMPROVEMENT PLAN FOR THE YEARS 2018 THROUGH 2023

WHEREAS, the City of College Place is a noncharter code city with powers set forth in RCW Title 35A.24.010;

WHEREAS, the City formed a Capital Improvement Technical Team which has assembled the proposed Capital Improvement Plan of the City of College Place. It consists of capital improvements and equipment replacements for years 2018 through 2023 identifying the proposed locations and capacities of expanded or new capital and a plan to finance such improvements within projected funding capacities (the "Six-Year Citywide Capital Improvement Program" or "CIP"); and

WHEREAS, the City previously adopted the Six-Year Street Program (RCW 35.77.010) on June 27th, 2016 by Council Resolution 17-022, and that program is incorporated into the CIP; and

WHEREAS, the College Place City Council held a public hearing on the 2018 to 2023 Capital Improvement Plan on November 28th, 2017

NOW THEREFORE, THE CITY COUNCIL OF COLLEGE PLACE DO ORDAINS AS FOLLOWS

Section 1. Ordinance No. 17-051 which adopts the 2018 to 2023 Capital Improvement Plan is adopted.

Section 2. City staff is authorized to apply for state, federal, and private foundation grants in support of the projects identified in the Citywide Capital Improvement Plan (2018 to 2023).

Section 3. That if any section, subsection, clause, or phrase of this legislation is, for any reason held to be unconstitutional, such decision shall not affect the validity of the remaining portion of this ordinance. The City of College Place, Washington hereby declares that it would have passed this law, and each section, subsection, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, and phrases be declared unconstitutional.

Section 4. That this law and the rules, regulations, provisions, requirements, orders, and matters established and adopted hereby shall take effect and be in full force and effect 5 days from and after date of its final passage and adoption.

PASSED by the City Council of the City of College Place, Washington, this 12th day of December, 2017.

Harvey R. Crowder, Mayor

Attest:

Lisa R. Neissl, City Clerk

Approved as to form:

Andrea Clare, City Attorney
WSBA 37889

2018



Harvey Crowder
City of College Place, Washington
1/1/2018

I. Information and Acknowledgements



Contact Information

City of College Place
625 S. College Ave
College Place, WA, 99324
Phone: 509.529.1200
Website: www.cpwa.us

City Council

Melodie Selby
Heather Schermann
Larry Dickerson
Jerry Bobbitt
Michael Cleveland
Marge Nyhagen
Loren Peterson

Administration

Harvey Crowder, Mayor
Troy Tomaras, Police Chief
Sarah Killgore, Finance Director
Shawn Doering, Human Resources
Robert Gordon, City Engineer
Larry Bohlman, Building Official
Michael Rizzitiello, City Administrator
David Winter, Fire Chief
Lisa Neissl, City Clerk
Paul Hartwig, Public Works Director
Jon Rickard, Planning Director

Capital Improvement Plan Technical Team

The City Council wishes to acknowledge the many individuals who contributed to the preparation of this document. The following advisory groups also provide technical review of the Capital Facility Plan (CFP): Planning Commission, Parks, Arbor, and Recreation Board, and the Economic Development, Tourism, and Events Commission.

II. Table of Contents



Subject			Page
I.	**Information and Acknowledgements**		**1**
II.	**Table of Contents**		**2**
III.	**Preamble**		**4**
	A.	Ordinance	4
	B.	City Council Goals	7
	C	Long Term Financial Strategy	9
IV.	**Introduction**		**11**
	A.	Introduction – How to Read this Plan	11
	B.	Frequently Asked Questions	14
	C.	Executive Summary	20
	D.	The Capital Improvement Plan	26
	E.	Funding Sources and Strategies	31
	F.	Capital Budget Calendar	33
V.	**Capital Improvement Projects Completed in FY 2017**		**34**
VI.	**Capital Improvement Plan Project List**		**37**
VII.	**City Map**		**47**
VIII.	**FY 2018 thru 2023 Project Descriptions (Project Data Sheets)**		**48**
	A.	Administration	49
	B.	Fire	58

	C.	Police	70
	D.	Public Works – Parks	81
	E.	Public Works – Storm	86
	F.	Public Works – Streets	89
	G.	Public Works – Wastewater	122
	H.	Public Works – Water	140
VIX.	**Appendix**		**155**
	A.	Glossary	155



ORDINANCE NO.

Ordinance is pulled out of booklet and is classified as Exhibit 1 in 2018 – 2023 Capital Improvement Plan agenda bill.

B. City Council Goals



During the first half of 2017, the City of College Place undertook a Strategic Planning exercise fed by input from the public and guided by the City Council. The ten year plan was adopted by City Council on July 25th, 2017. The plan established a vision, values, and work plan for staff to achieve for the next decade. The core themes of the plan are as follows below:



Figure 1: Core Themes

1. **Resource Development**
   a. The City develops and deploys a written Economic Development strategy to guide expansion of the commercial tax base.
   b. Downtown develops as a mixed-use zone with design standards that offer the developer a menu of possibilities rooted in a "main street" character.
   c. The City develops a venture with the Port of Walla Walla to develop incubator properties in the community, ideally near and in association with Walla Walla University.
   d. The City pursues urban growth expansion and an infill strategy.
2. **Cooperation and Connection**
   a. Create annual community events.
   b. The City's outreach program effectively reaches all of its population.
   c. The City explores the feasibility of a multi-use community center.
   d. The City shares leadership with its residents through volunteer service on Commissions.
3. **Infrastructure Investment**
   a. The City develops a fully-funded storm water utility.
   b. The City Council provides adequate budget to allow the staff to supply water to all residents within the City limits.
   c. The City has a fully funded wastewater utility.
   d. All local streets are refurbished and/or rebuilt.
   e. Working with partners, the City promotes sustainability and conservation in the use of renewable resources, such as facilitating solar array installation on roofs and walls.
   f. Development regulations integrate smart-growth and form-based zoning.
   g. The City provides internet access as key infrastructure.
4. **Planning for Prosperity**
   a. The City produces and adopts a Comprehensive Plan.
   b. City government is flexible enough to permit innovation.
   c. By 2027, the City will complete its third Comprehensive Plan.
5. **Optimal Operations**
   a. The City is staffed to reflect nationally-recognized human resource levels.
   b. The City constructs new and modifies existing City facilities based on nationally-recognized standards.
   c. The City has a robust Human Resource function.
   d. GIS is used for comparative advantage and municipal leadership.

C. Long-Term Financial Strategy (LTFS) – Key Financial Principles



1. Long Term Financial Strategy (LTFS) – Key Financial Principles

- Make Trade-Offs
- Do It Well
- Focus Programs on College Place Residents and Businesses
- Preserve Physical Infrastructure
- Use unexpected one-time revenues for one-time costs or reserves
- Invest in employees
- Pursue Innovative approaches to Service Delivery
- Contract In/Contract Out
- Maintain capacity to respond to emerging community needs
- Pursue entrepreneurial initiatives
- Address unfunded liabilities
- Selectively recover costs
- Recognize the connection between the Operating Budget and the Capital Budget

2. Long Term Financial Strategy (LTFS) – Guidelines

What Should the City do in the Following Year's Budget When the Financial Forecast is Positive?

- Assess the situation
- Maintain adequate reserves
- Use one-time revenues only for one-time expenses
- Use recurring revenues for recurring costs or for one-time expenses
- Stay faithful to City goals over the long run
- Think carefully when considering revenue cuts
- Think long-term

What Should the City Do Every Year, whether the Financial Forecast is Positive or Negative?

- Increase operating cost recovery
- Pursue cost sharing

What Should the City do in the Following Year's Budget When the Financial Forecast is Negative?

- Assess the situation
- Use reserves sparingly
- Reduce services
- Continue to think carefully when considering tax increases

What should the Council consider before increasing taxes?

- Will the increase result in programs or services that will have a quantifiable public benefit?
- Is the tax source related and connected to the services that are to be supported by the new revenue?
- Is the increase fully justifiable in terms of need?
- Has every effort to educate citizens about the tax been taken in advance of the increase?
- Are the services that are intended to be supported by the new revenue supportable into the foreseeable future?

What should the Council consider before asking residents to increase taxes?

- Have efforts to educate residents about the tax been made?
- Has there been ample time for residents to debate and discuss the issue?
- Has the council taken the time to listen to residents' concerns?
- Do our residents understand what the results will be following implementation of the new tax?

IV. Introduction

A. Reader's Guide



Below is the Reader's Guide to help navigate the Capital Improvement Plan (CIP) by section with a brief description of what each contains.

Introduction

The ***Frequently Asked Questions*** have been designed to answer the most commonly asked questions about the Capital Improvement Plan, as well as assist the reader in better understanding elements of the Plan.

The ***Executive Summary*** provides a summary of projects costs and funding sources included in the 2018-2023 six-year planning window. Within the Executive Summary is the ***Debt Limitation*** section which explains the amount of money the City of College Place can legally borrow. This is important because some capital projects are financed with debt resources.

The ***Capital Improvement Plan Explanation*** defines the purpose of the CIP, statutory requirements, and methodologies used to develop the CIP in its entirety.

The ***CIP Funding Sources*** identifies the various revenue sources used by the City to finance capital projects.

Capital Projects Completed in FY 2017

This section provides an overview of capital projects that were "physically" completed in the previous year. This indicates that the project will not appear again in the Capital Programs.

Capital Improvement Plan Project List

This section provides an overview of all the projects planned for the next six fiscal years and projected costs.

City Map

This section has a general map of the City of College Place, Washington.

Program Sections

The sections include the specific projects proposed for the 2018 to 2023 CIP six-year plan and are presented in one of the following program categories:

Administration Projects:

Projects pertaining to the Administrative, Finance, Clerk, Human Resources, and Community Development functions are in this section.

Fire Projects:

Fire suppression, equipment, and other related projects are in this section.

Police Projects:

Projects pertaining to the city's law enforcement, code enforcement, crime-free housing, school resource officer, and animal control efforts are located in this section.

Public Works – Parks Projects:

Parks, site acquisition, development and maintenance projects, projects for the construction of individual neighborhood or community parks.

Public Works – Street Projects:

Major street maintenance projects, minor streets, sidewalk, and bridge repair projects, pedestrian accessibility projects; other transportation infrastructure-related projects including bikeways, intersection improvements, and traffic calming.

Public Works – Stormwater Projects

Projects include stormwater flood control and water quality measures in the City's storm drainage basins, and enhancement of aquatic habitat in local creeks and wetlands.

Public Works – Wastewater Projects

Projects providing enhanced treatment of wastewater system management and planning for future system capacity and improvements.

Public Works – Water Projects:

Projects for additional storage for treated water, improving raw water utilization, planning for future water systems and capacity, and reclaimed water.

Each of the program category sections are organized in the same way and for each project contain the following:

- Project Name
- Description of the Project
- Image if appropriate
- Map of geographic location if appropriate
- Project Justification
- Project Status
- Estimated Date of Completion
- First Year Budgeted
- Estimated Project Cost

Appendix

- Glossary of acronyms and terms used throughout this document.

B. Frequently Asked Questions



1. What is a Capital Project?

A structure, improvement, piece of equipment, or other major asset, including land, that has a useful life of at least five years and a project cost that exceeds $5,000. Capital projects are provided by and for public purposes and services including, but not limited to, public streets and transportation facilities, City parks and recreation facilities, public buildings such as fire stations, public water systems, and sanitary sewer systems. While capital projects do not cover routine maintenance, they do include renovation and major repair or reconstruction of damaged or deteriorating facilities. This plan also includes equipment whose cost exceeds $5,000 and has a useful life of at least five years.

2. There are many projects listed in the CIP. How does the City determine which projects are priority?

First, the City determines if it meets the goals of the Comprehensive Plan. Then, each project proposal is matched against the Long Term Financial Strategy (LTFS) criteria:

- Maintenance or Current Expense repair of existing infrastructure
- A legal or statutory requirement
- A continuation of multi-year projects (contractual obligations, etc)
- Implementation of legislative (Council) goals and objectives

- Ability to leverage outside sources (grants, mitigation, impact fees, low interest loans, etc.)
- An acquisition or development of new facilities

When considering which projects are funded in the CIP, adequate funding to construct and maintain projects is determined by two important questions;

a. What can we really afford?

b. How do we choose when two or more priorities are in conflict with each other?

As noted in the LTFS, leveraging outside revenue sources is critical. If grant funds are applied for and received, chances are good that the grant-funded project will become a priority. Grant funds become new and additional revenue to the City above and beyond the City's current resources. The City continually looks for ways to reduce the reliance on Current Expense Fund dollars for capital projects. In essence, grant funds allow the City's current resources to be stretched a little further. Similar to grants are partnerships. The City tries to develop partnerships with other groups to lower the cost for construction or operations and maintenance.

3. Once determined to be a priority, are these projects automatically given funding in priority order?

No. See the last paragraph in question 2. When grant funds are received for a particular project chances are good that project will become a priority.

4. Do state or federal grants require the City to do projects out of our preferred order?

Not necessary-the order is determined on a project by project basis.

5. It seems likely that a capital project may affect future operating budgets. Does this have an impact on whether or not a project will be approved and funded?

Yes. It is important that capital improvements carrying additional maintenance obligations impacting the Current Expense Fund budget do not intensify the strains already being placed on the Operating Budget.

6. When funding a particular project, where does the money come from?

Non-Utility Projects

Parks, Transportation, and Current Expense Capital Facilities projects are funded through grants, cost sharing with neighboring jurisdictions (on shared projects), local improvement districts (LIDs), developer contributions, the Real Estate Excise Tax (REET I and II) and Current Expense money (property and sales tax). Funding for non-utility projects continues to be a challenge. In years when the City ends the year with revenues exceeding expenditures the council may choose to spend the excess on capital projects.

Utility Projects

City Drinking Water, Wastewater, and Storm & Surface Water utilities are operated like businesses and must be self-sustaining. Utility capital projects are funded through a combination of Current Expense facility charges, rates, and developer improvements. In addition, state and federal grants play an important role in funding of utility projects.

The Growth Management Act requires projects shown in the Capital Improvement Plan to have sufficient revenues to fund the project.

7. Once a project has been approved and funded, can any part of the money be used for another project?

Yes. The City Council can, by simple majority, vote to appropriate funds to a different project. In most cases, this will be done when money is needed to match a grant the City has applied for on another project, which allows us to receive new and/or additional revenue. The City Council cannot appropriate monies from one utility to another.

8. If a project was initially funded through the CIP and is not yet complete, will it continue to be listed in the CIP document until it is completed?

It depends. If the project is still in-progress, but no additional money is needed beyond what has already been appropriated, it will not be listed in the CIP in future years. If the project does need additional funds appropriated beyond the current level of funding, it will continue to be listed in the CIP.

9. Individual project financial information seems to indicate that a specific dollar amount can be expected to be spent on the project over the next six years. Is this a correct interpretation?

No. The planning period for a CIP project is six years. Only expenditures and revenues proposed for the first year of the program are incorporated into the Annual Operating Budget as the Capital Budget (adopted in December of each year). It is important to note that the CIP is a planning document that includes timeline estimates based on the changing dynamics related to growth projections, project schedules, new information, evolving priorities, or other assumptions. The Capital Improvement Plan is reviewed and amended annually to verify availability of fiscal resources. Therefore, project cost estimates and timelines may change.

10. What happens if a project does not collect the amount of revenue as anticipated over the next six years?

In deciding how to address a particular shortfall of funding, the City continually assesses current needs against future growth requirements and existing deficiencies against future expansions. Other options available for the City to consider are to decrease level of service standards, decrease the cost of the facility or equipment, or decrease the demand for the public service or facility, resulting in postponement or termination of the project.

11. Are all projects in the CIP completed within six years?

No. The Capital Improvement Plan is reviewed and amended annually to verify that fiscal resources are available. And because the need for capital facilities is generated by population growth, existing facility deficiencies, major facility maintenance and repair needs, internal operations, and Council and Comprehensive Plan goals and policies, there is a need to continually assess which projects are affected and should be considered a priority. As a result, project cost estimates and timelines may change.

12. How are College Place's population figures determined?

The Growth Management Act establishes how population/growth figures will be determined. The Act requires the State Office of Financial Management to provide a high, medium, and low range for all counties. It is up to the County Commissioners to determine what figures to use.

13. When College Place annexes an area where the County has a current, County-funded project underway, does the City assume responsibility for the project and associated project costs?

When an annexation includes capital projects that will add to College Place's asset base, the City may negotiate related project costs as part of an interlocal agreement between the City and the County.

14. How does the Capital Improvement Plan (CIP) relate to the Comprehensive Plan?

The City of College Place's Comp Plan describes our community's values and our vision for the future, including a set of goals and policies that aim to define how we will get there. It serves as the foundation upon which City regulations, programs, and other plans are formed. The Comp Plan is our strategy for maintaining and enhancing our high quality of life and environment while accommodating that growth. The CIP is the element that brings the Comp Plan to life. By funding projects needed to maintain Levels of Service and for concurrency, the CIP helps shape the quality of life in College Place.

15. What does Level of Service (LOS) mean?

A Level of Service is a quantifiable measure of the amount of public facility that is provided. Examples include acres of park land per capita, vehicle capacity of intersections, or water pressure per square inch available for the water system.

16. What is concurrency?

Concurrency is a concept that states all public facilities (streets, roads, highways, bikeways, sidewalks, street and road lighting, traffic signals, water systems, stormwater systems, wastewater systems, parks and recreation facilities, and schools) needed to serve new development and/or a growing service area population, must be in place at the time of initial need. If the facilities are not in place, a financial commitment must have been made to provide the facilities within six years of the time of the initial need, and such facilities must be of sufficient capacity to serve the service area population and/or new development without decreasing service levels below locally established minimum standards.

17. If I want to become more involved in the CIP process, how do I get involved?

Citizens, community groups, businesses, and other stakeholders can maximize the attention and consideration paid to their suggestions by working with City staff , College Place Planning Commission, and the College Place City Council to wrap their suggestions into major City processes. The College Place Planning Commission meets the third Tuesday of every month at 7:00 PM at College Place City Hall (625 S. College Ave, College Place, WA). The City Council holds at least one public hearing on the CIP and the annual budget. City Council meets the second and fourth Tuesdays of each month at 7:00 PM at College Place City Hall (625 S. College Ave, College Place, WA.) To learn more, please visit the City of College Place website at www.cpwa.us

C. Executive Summary



The 2018 to 2023 Capital Improvement Plan (CIP) is a multi-year plan of capital projects and equipment replacements with projected beginning and completion dates, estimated costs, and proposed methods of financing. The Plan is reviewed and updated annually according to the availability of resources, changes in City policy and community needs, unexpected emergencies and events, and changes in cost and financial strategies.

It is important to understand that a multi-year Capital Improvement Plan does not represent a financial commitment. City Council approval does not automatically authorize funding. It does approve the program in concept and provides validity to the planning process. Appropriations are made in the Capital Budget, which is the first year of the capital program. Projects beyond the current year Capital Budget should not be viewed as a commitment to fund the project, but instead as an indication that given the information available at the time, the City plans to move forward with the project in the future.

City of College Place - Capital Improvement Plan Overview: 2018 to 2023			
Function	**2018**	**2019-2023**	**Total**
Administration	$ 37,755.00	$ 410,000.00	$ 447,755.00
Fire	$ 132,000.00	$ 1,008,720.00	$ 1,140,720.00
Police	$ 113,000.00	$ 3,314,000.00	$ 3,427,000.00
Public Works - Parks	$ 65,000.00	$ 1,865,000.00	$ 1,930,000.00
Public Works - Stormwater	$ -	$ 750,000.00	$ 750,000.00
Public Works - Streets	$ 1,642,700.00	$15,383,498.67	$ 17,026,198.67
Public Works - Wastewater	$ 640,000.00	$27,015,000.00	$ 27,655,000.00
Public Works - Water	$ 3,652,392.91	$ 5,403,302.00	$ 9,761,144.91
Total	**$ 6,282,847.91**	**$55,149,520.67**	**$ 62,137,818.58**

Table 1. Capital Improvement Plan Overview

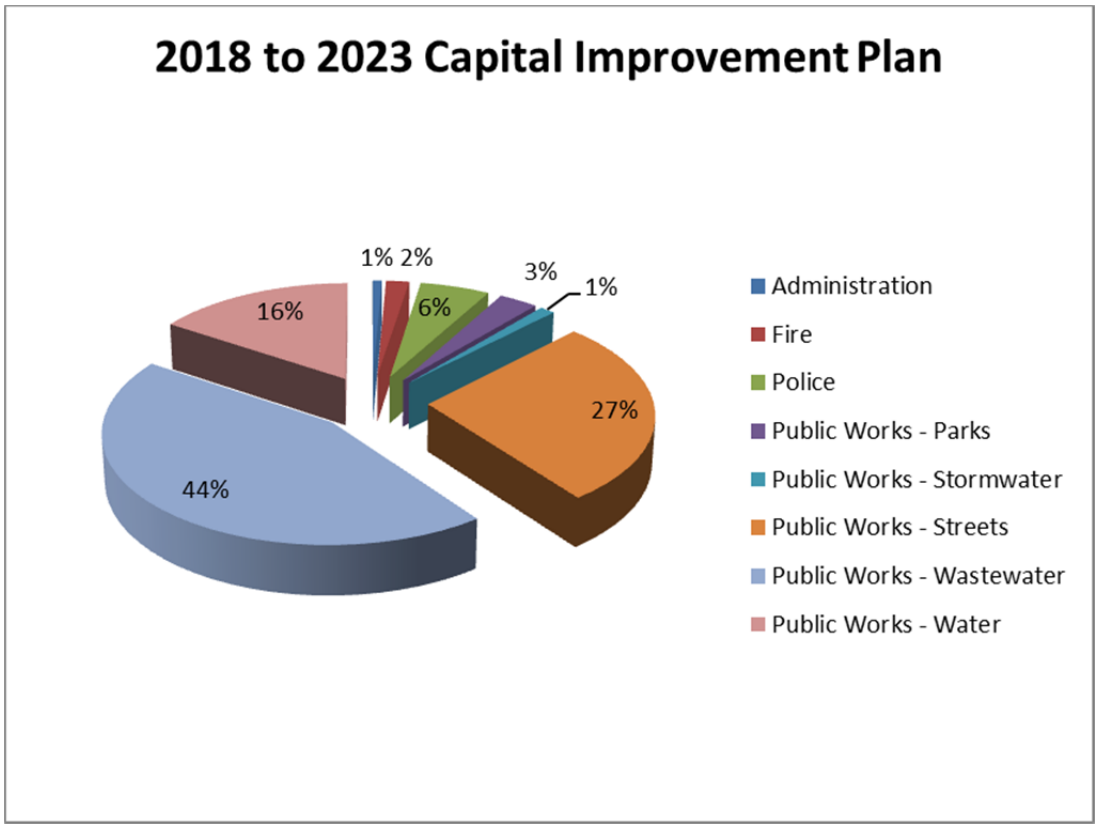


Chart 1. 2018 to 2023 Capital Improvement Plan

Capital project costs for the City's 2018 to 2023 six-year capital improvement planning period total $62,137,818.58. Chart 1 illustrates the percentage of the plan's six-year capital costs attributed to each program category. Table 1 illustrates planned capital costs by program category and the planned year of expenditure.

Revenue Sources Available for the 2018 to 2023 Planning Period

Utility Projects

City drinking water, wastewater, and the future storm & surface water utilities are operated like businesses and must be self-sustaining. They do not receive support from the Current Expense Fund of the City. Utility capital projects are funded through a combination of rates, Current Expense facility charges, developer improvements, and revenue bonds. In addition, state and federal grants also play an important role in funding of utility projects.

Non-Utility Projects

Parks, Transportation, and Current Expense capital facilities projects are funded with Current Expense revenue (property and sales tax), grants, cost sharing with neighboring jurisdictions (on shared projects), local improvement districts (LIDs), developer contributions, and the Real Estate Excise Tax I and II.

Voter-Approved and Non-Voted Debt

The City has **$14,025,669** million capacity for voter-approved bonds (paid back through an excess property tax levy) of which **$8,275,669** million is available, including $7,941,758 in non-voter approved (councilmanic).

State law limits bonded debt to 2.5% of Assessed Value (AV) of taxable property. The amount of non-voted plus voter-approved may not exceed the 2.5% of assessed value limit.

Planning for Capital Improvements

The CIP is the element that makes the rest of the Comprehensive Plan come to life. By funding projects needed to maintain levels of service and for concurrency, the CIP helps shape the quality of life in College Place.

Planning for capital facilities and equipment replacements is a complex task. First, it requires an understanding of future needs. Second, it must assess the various types of capital improvements that could be provided, and identify the most effective and efficient array of improvements to support the needed services. Finally, it must address how these improvements will be financed.

Planning what is needed is the first step. Planning how to pay for what is needed is the second step. Only so much can and will be afforded. Securing the most effective array of facilities in light of limited resources and competing demands requires coordination of the planned facilities and their implementation. It also requires a thorough understanding of the fiscal capacity of the City to finance these facilities. Financial planning and implementation of capital improvement projects cannot be effectively carried out on an annual basis, since oftentimes the financing requires multi-year commitments of fiscal resources. As such, this plan is long-range in its scope. The CIP assumes receipt of outside granting assistance, and if grants are not received, projects may be delayed or pushed out. The CIP is a planning document, not a budget for expenditures. Prioritization between projects is based on the long range financial policy set forth earlier in this document.

Debt Limitations

College Place issues debt only to provide financing for essential and necessary capital projects. Through debt planning and the Capital Improvement Plan, the City integrates its capital projects. The services that the City determines necessary to its residents and visitors form the basis for all capital projects.

The goal of College Place's debt policy is to maintain the ability to provide high quality essential City services in a cost effective manner. Councilmembers weigh this goal against maintaining the ability to borrow at the lowest possible rates. The City uses the following guidelines before financing projects with long-term debt:

- Management staff and elected officials conservatively project the revenue sources to pay off the debt.
- The term of the debt will not exceed the useful life of the project.
- The benefits of the improvement must outweigh the costs, including the interest costs of financing.

State law limits bonded debt to 2.5% of assessed value of taxable property. Of this limit, up to 1.5% of assessed value of taxable property may be non-voter approved debt (councilmanic bonds). However, the amount of non-voted, plus voter-approved, may not exceed the 2.5% of assessed value limit.

Calculation of Limitation of Indebtedness		
Title	**Total**	**Remaining Debt Capacity**
Total Taxable Property Value	$608,391,126	
2.5% General purpose limit is allocated between:	$15,209,778	
Up to 1.5% debt without a vote (RCW 39.36.020)	$9,125,867	
Less: Outstanding Debt (non-voted)	$1,184,109	
Less: Excess of Debt with a Vote		
Equals remaining debt capacity without a vote		**$7,941,758**
Up to 2.5% debt with a vote (RCW 39.36.020)	$14,025,669	
Less: Outstanding Debt (voted)	$5,750,000	
Equals remaining debt capacity with a vote		**$8,275,669**
2.5% Utility purpose limit, voted (RCW 39.36.200)	$15,209,778	
Less: Outstanding Debt		
Less: Contracts Payable		
Equals remaining debt capacity – Utility purpose, voted		**$15,209,778**
2.5% Open Space, park & capital facilities, voted (RCW 39.36.020)	$15,209,778	
Less: Outstanding Debt		
Less: Contracts Payable		
Equals remaining debt capacity – Open Space		**$15,209,778**

Table: Calculation of Limitation of Indebtedness

Revenue Sources for Capital Improvement Plan

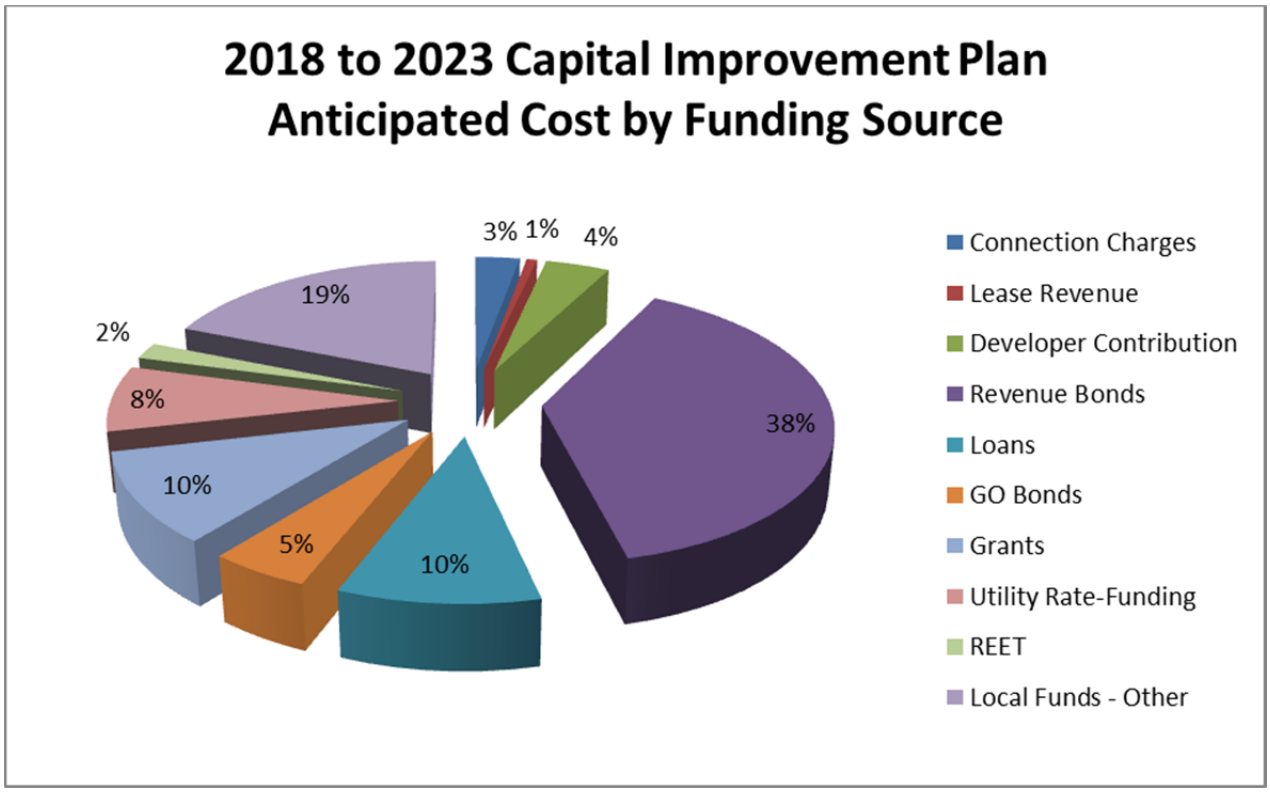


Chart Two: 2018 to 2023 Capital Improvement Plan Anticipated Cost by Funding Source

City of College Place - Revenue Projection 2018 to 2023			
Revenue Type	**2018**	**2019-2023**	**Total**
Connection Charges	$ 280,000.00	$ 167,755.00	$ 447,755.00
Lease Revenue	$ 70,000.00	$ 1,070,720.00	$ 1,140,720.00
Developer Contribution		$ 3,427,000.00	$ 3,427,000.00
Revenue Bonds	$ 4,000,000.00	$ 1,865,000.00	$ 1,930,000.00
Loans	$ 3,000,000.00	$ 750,000.00	$ 3,750,000.00
GO Bonds		$17,026,198.67	$ 17,026,198.67
Grants	$ 822,500.00	$26,832,500.00	$ 27,655,000.00
Utility Rate-Funding	$ 300,000.00	$ 5,403,302.00	$ 9,761,144.91
REET	$ 200,000.00		
Local Funds - Other	$ 4,928,400.00		
Total	**$ 13,600,900.00**	**$56,542,475.67**	**$ 65,137,818.58**

Table 2: Anticipated Funding Source Table

D. The Capital Improvement Plan



What Are Capital Facilities and Why Do We Need to Plan for Them?

Capital facilities are all around us. They are the public facilities we all use on a daily basis. They are our public streets and transportation facilities, our City parks and recreation facilities, our public buildings such as fire stations and community centers, our public water systems that bring us pure drinking water, and the sanitary sewer systems that collect our wastewater for treatment and safe disposal. Even if you don't reside within the City, you use capital facilities every time you drive, eat, shop, work, or play here.

While a CIP does not cover routine maintenance, it does include renovation and major repair or reconstruction of damaged or deteriorating facilities. This plan also includes equipment replacement for items above $5,000 in cost. The planning period for a CIP is six years. Expenditures proposed for the first year of the program are incorporated into the Annual Budget as the Capital Budget (adopted in December of each year).

One of the most important aspects of the CIP process is that it is not a once-a-year effort, but an important ongoing part of the City's overall management process. New information and evolving priorities require continual review. Each time the review is carried out, it must be done comprehensively.

All of these items should be planned for years in advance to assure they will be available and adequate to serve all who need or desire to utilize them. Such planning involves determining

not only where facilities or equipment will be needed, but when, and not only how much they will cost, but how they will be paid for. It is important to note that the CIP is a planning document that includes timeline estimates based on changing dynamics related to growth projections, project schedules, or other assumptions.

The State Growth Management Act and its Effect on the Capital Facilities Planning Process

In response to the effect of unprecedented population growth on our State's environment and public facilities, the Washington State Legislature determined that "uncoordinated and unplanned growth, together with a lack of common goals expressing the public's interest in the conservation and wise use of our lands, pose a threat to the environment, sustainable economic development, and to the health, safety, and high quality of life enjoyed by the residents of the state, and that "it is in the public interest that citizens, communities, local governments, and the private sector cooperate and coordinate with one another in comprehensive land use planning." The State of Washington Growth Management Act (GMA) was adopted by the Legislative body in the early 1990's to address these concerns.

The GMA requires that all jurisdictions located within counties that (a) have a population of 50,000 or more people and have experienced a population increase of 10% or more over the last ten years, or (b) regardless of current population, have experienced a population increase of 20% or more over the last ten years, must write, adopt, and implement local comprehensive plans that will guide the development activity within their jurisdictions and associated Urban Growth Areas (UGA) over the next twenty years. Each jurisdiction is required to coordinate its comprehensive plan with the plans of neighboring jurisdictions, and unincorporated areas located within designated Urban Growth Areas must be planned through a joint process involving both the city and the county.

The GMA requires that comprehensive plans guide growth and development in a manner that is consistent with the following 13 State planning goals, plus a shoreline goal:

1. Encouragement of urban density growth within designated urban growth management areas.
2. Reduction of urban sprawl outside of designated urban growth management areas.
3. Encouragement of efficient transportation systems, including alternate systems of travel.
4. Encouragement of affordable housing availability to all economic segments.
5. Encouragement of economic development.
6. Just compensation for private property obtained for public use.
7. Timely processing of governmental permits.

8. Enhancement of natural resource-based industries and encouragement of productive land conservation.
9. Encouragement of open space retention for recreational opportunities and wildlife habitat.
10. Protection of the environment, including air and water quality.
11. Encouragement of citizen participation in the planning process.
12. Provision of adequate public facilities to support development without decreasing current service standards below locally established minimum standards.
13. Encouragement of the preservation of lands, sites, and structures that have historical or archaeological significance.
14. Protection of shorelines, including preserving natural character, protecting resources and ecology, increasing public access and fostering reasonable and appropriate uses.

The Capital Improvement Plan as an Element of College Place's Comprehensive Plan



The Growth Management Act requires inclusion of mandatory planning elements in each jurisdiction's comprehensive plan, and suggests the inclusion of several optional elements. The mandatory elements required by the GMA are:

1. Six-year Capital Facilities Plan Element
2. Land Use Element
3. Housing Element
4. Utilities Element
5. Transportation Element
6. Rural Element (counties only)
7. Park and Recreation Element

College Place's Comprehensive Plan includes additional elements as shown in the graphic above.

Concurrency and Levels-of-Service Requirements

The Growth Management Act requires jurisdictions to have capital facilities in place and readily available when new development occurs or a service area population grows. This concept is known as concurrency. Specifically, this means that:

1. All public facilities needed to serve new development and/or a growing service area population must be in place at the time of initial need. If the facilities are not in place, a financial commitment must have been made to provide the facilities within six years of the time of the initial need; and
2. Such facilities must be of sufficient capacity to serve the service area population and/or new development without decreasing service levels below locally established minimum standards, known as levels-of-service.

Levels-of-service are quantifiable measures of capacity, such as acres of park land per capita, vehicle capacity of intersections, or water pressure per square inch available for the water system. Minimum standards are established at the local level. Factors that influence local standards are citizen, City Council, and Planning Commission recommendations, national standards, federal and state mandates, and the standards of neighboring jurisdictions.

The GMA stipulates that if a jurisdiction is unable to provide or finance capital facilities in a manner that meets concurrency and level-of-service requirements, it must either (a) adopt or enforce ordinances which prohibit approval of proposed development if such development would cause levels-of-service to decline below locally established standards, or (b) lower established standards for levels-of-service.

Determining Where, When, and How Capital Facilities will be Built

In planning for future capital facilities, several factors have to be considered. Many are unique to the type of facility being planned. The process used to determine the location of a new park is very different from the process used to determine the location of a new sewer line. Many sources of financing can only be used for certain types of projects. Therefore, this capital facilities plan is actually the product of many separate but coordinated planning documents, each focusing on a specific type of facility. Future sewer requirements are addressed via a sewer plan, parks facilities, through a parks and recreation master plan, etc.

Some capital facilities projects are not included in the Comprehensive Plan. Nonetheless, many of the projects are vital to the quality of life in College Place. These projects meet the growth management definition of capital facilities but do not fall into one of the standard growth management chapters. The City Hall is an example of this. In addition, the recommendation of

local citizens, advisory boards, and the College Place Planning Commission are considered when determining types and locations of projects.

How Citizens Can Get Involved in the Capital Facilities Plan

The City of College Place strives to create a CFP which truly responds to the needs of our community. Citizens, community groups, businesses, and other stakeholders can maximize the attention and consideration paid to their suggestions by working with staff and the College Place Planning Commission or College Place City Council to merge their suggestions into major City planning processes. Projects and policies are continually monitored and modified by updates to long-term plans, usually via a public process with associated City boards and commissions.

Joint Project and Projects by Other Jurisdictions

Several of the projects listed within this document will be undertaken jointly with other jurisdictions or agencies. A stormwater project, for instance, may address a drainage problem that ignores City or UGA boundaries. A transportation project may involve the upgrading of a roadway that crosses in and out of the city and the county. On such projects, joint planning and financing arrangement s have been detailed on the individual project's worksheet.

Capital Facilities Not Provided by the City

In addition to planning for public buildings, streets, parks, trails, water systems, wastewater systems, and storm drainage systems, the GMA requires that jurisdictions plan for 1) public school facilities and 2) solid waste (garbage) collection facilities. The City's solid waste provider is Basin Disposal and public school facilities are provided for by the College Place Public School District.

E. Funding Sources and Strategies



In an attempt to stretch the money as far as it will go, the CIP incorporates many different funding sources. Those sources may include current revenues, bonds backed by taxes or utility revenues, state and federal grants, special assessments on benefiting properties, as well as donations. A complete list of funding sources for 2018 to 2023 is:

CIP Funding Sources

Current Revenues

- Drinking Water Rates
- Wastewater Rates
- Stormwater Rates
- General Facilities Charge
- Marketplace Fairness
- Motor Vehicle Fuel Tax
- General Property and Sales Tax
- Real Estate Excise Tax (I and II)

Debt

- The City has **$8,275,669** of voter-approved debt capacity. Of this, **$7,941,758** may be issued by the Council without a vote of the people.
- Loans from State of Washington agencies
- Utility Revenue Bonds

Grants

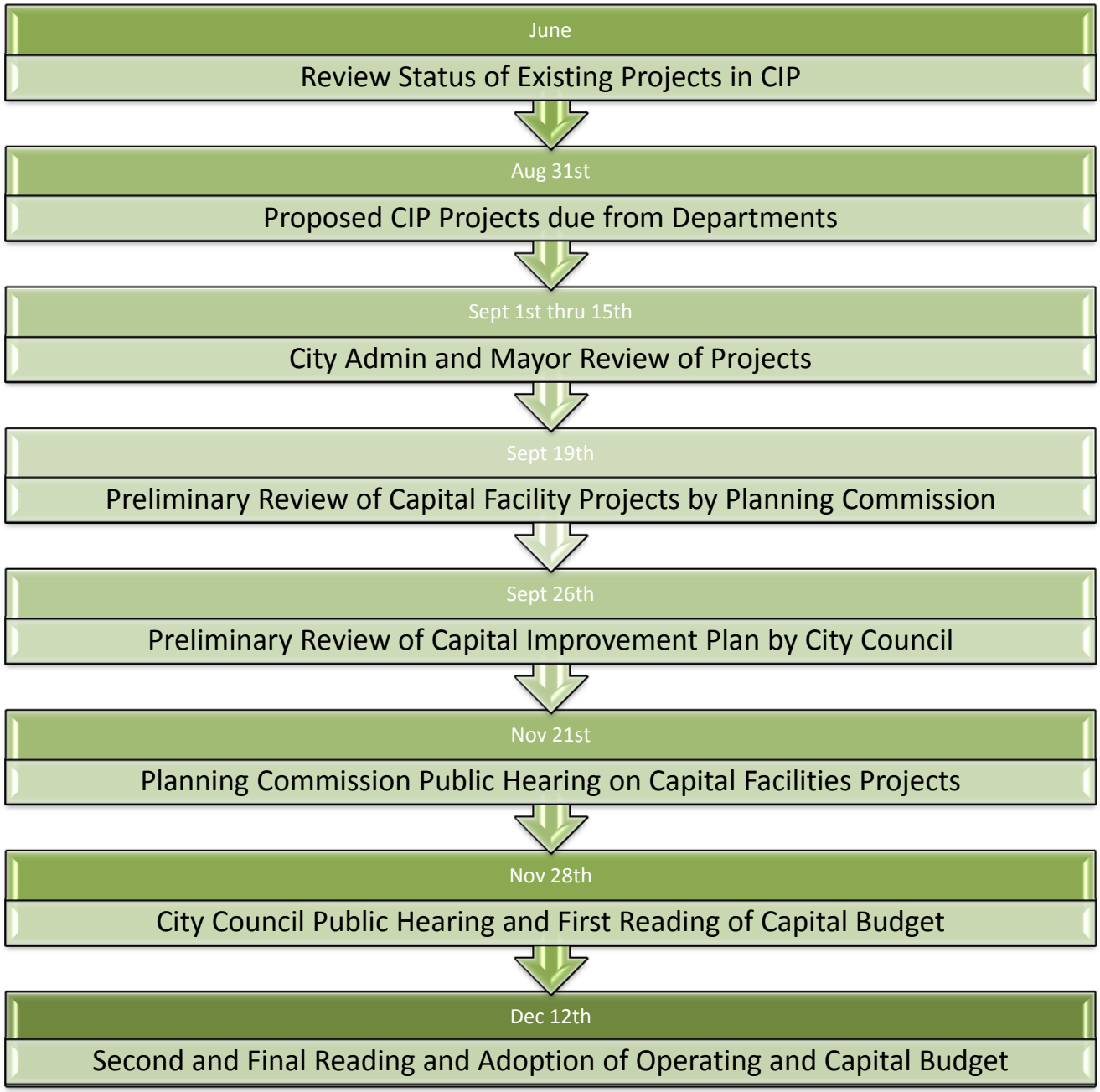
- Federal Surface Transportation Program Funds
- State Transportation Improvement Board Funds
- Federal Community Development Block Grant
- Washington State Department of Commerce
- Federal Highway Administration
- Federal Environmental Protection Agency
- Washington State Department of Transportation
- State Recreation Conservation Office

Other

- Foundations
- Donations
- SEPA Mitigation Fees



F. Capital Budget Calendar



V. Capital Improvement Projects Completed in FY 2017



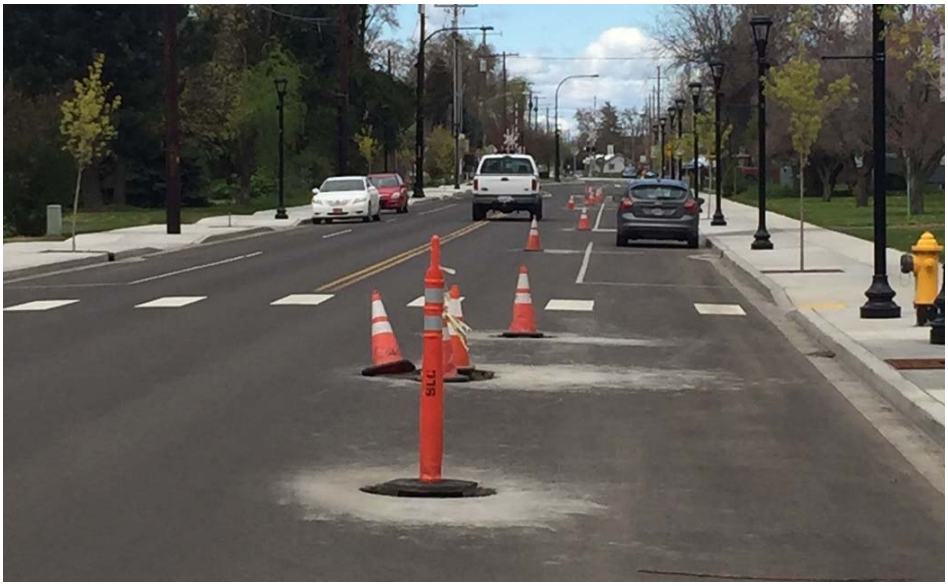
The table below outlines the capital improvement projects which occurred in Fiscal Year 2017. The table has a project name, description of the project, and approximate cost.

Capital Improvement Projects Completed in FY 2017		
Project	**Description**	**Cost**
Administration/Community Development Department		
Community Development/Police Admin Department Move	The Community Development function will move from the Annex to the east side of City Hall. The Police Administration staff will move from the east side of City Hall to the Annex.	$ 40,000.00
City Hall Roof Replacement	Replacement of twenty year old roof on the College Place City Hall.	$ 75,000.00
City Hall HVAC Replacement	Replacement of twenty year old HVAC system in the College Place City Hall.	$ 90,000.00
Strategic Plan	The City will undertake a ten year Strategic Plan project identifying vision, mission, goals, and objectives	$ 20,000.00
College Avenue Wayfinding Project	Vehicular gateway and community gateway signage will be installed along the College Avenue and Rose Street corridor.	$ 60,000.00

Comprehensive Plan Update	The College Place Comprehensive Plan needs to be updated for the next eight year window per State of Washington Growth Management Act guidelines.	$ 250,000.00
Administration: Total		**$ 535,000.00**
Fire Department		
Fire Kitchen Rehab	The kitchen needs to be remodeled with new appliances.	$ 5,000.00
Fire Equipment Replacement	Fire equipment replacement program transfer for FY 2017.	$ 136,000.00
Fire Department: Total		**$ 141,000.00**
Police Department		
Police Vehicle Update	Equipment replacement for the Police Department.	$ 47,000.00
Police Department: Total		**$ 47,000.00**
Public Works Department: Parks		
Kiwanis Park Upgrade	This project entails replacement of restrooms and the creation of pickleball courts, parking lot, and basketball courts.	$ 600,000.00
Parks Equipment Replacement	FY 2017 equipment replacement.	$ 10,000.00
Swimming Pool Capital Cost Share	The City of College Place pledged $50,000 toward the swimming pool project in annual phases of $12,500 a piece. FY 2017 was year one of this pledge.	$ 12,500.00
Public Works Department: Parks Total		**$ 612,500.00**
Public Works Department: Storm		
Stormwater Utility Plan	The City obtained a grant from the State of Washington Department of Ecology to develop a stormwater utility plan.	$ 125,000.00
Public Works Department: Storm Total		**$ 125,000.00**
Public Works Department: Streets		
College Avenue Rose Street Project	Reconstruction of College Avenue and Rose Street between Lamperti and Carey Ct. Includes reconstruction of utility infrastructure and sidewalks.	$ 180,000.00
Dump Truck	The City acquired a replacement dump truck for the Street Department	$ 80,000.00

FY 2017 Chip Seal Project	Chip seal Birch Street between 6th and Garrison Creek, 8th Street between College and Elm, Elm between 6th and 8th, and 5th Street between Elm and Cedar, and 3rd between Elm and College.	$ 20,000.00
FY 2017 Skin Patching Project	Skin patch Elm between 3rd and 4th, Birch between 12th and Garrison Creek, Broadway between 12th and Sunny, and Date between 8th and 6th.	$ 20,000.00
Public Works Department: Streets Total		**$ 300,000.00**
Public Works Department: Wastewater		
Wastewater Facility Plan Amendment	Washington State Department of Health Requires a update to the Wastewater Facility Plan as our permit expires in FY 2019.	$ 250,000.00
Public Works Department: Wastewater Total		**$ 250,000.00**
Public Works Department: Water		
Well No 2. Study	A study was completed to determine if well No. 2. could be rehabbed or abandoned. The study indicated the well could not be rehabbed.	$ 50,000.00
Utility Worker Pickup	Replacement vehicle for utility worker.	$ 28,000.00
Public Works Department: Water Total		$ 78,000.00
Total		**$ 2,088,500.00**

VI. Capital Improvement Plan Project Summary



This section of the Capital Improvement Plan is a summary of projects between Fiscal Years 2018 and 2023. The table consists of a project title, location, description, status, first year budgeted, estimated date of completion, estimated project cost and estimated funding strategy.

City of College Place: Capital Improvement & Equipment Replacent Plan (2018 to 2023)

Name of Project	Project ID	Facility or Equipment	Project Location	Project Description	Status	First Year Budgeted	Est Date of Completion	Est Project Cost (2018)	Est Project Cost (Total 18 to 23)	How is project funded?
Administration/Community Development										
BoardDocs Plus	1001	Equipment	City Hall	Electronic Agenda, Packet, Minutes for all Council Committee & Commissions	Planning	2018	2/28/2018	$ 7,500.00	$ 7,500.00	Technology fund (funded by Current Expense)
Council Chambers & Community Development Renovation	1002	Facility	City Hall	Renovation/PM		2018	10/30/2018	$ 16,600.00	$ 16,600.00	Facility Maintenance Reserve (funded by CE)
Microsoft Office Upgrade	1003	Equipment	Citywide	Many city computer terminals have different vintage of Microsoft Office	Planning	2018	12/31/2018	$ 13,655.00	$ 13,655.00	Technology Reserve Fund (funded by CE)
Laserfiche ECM Program	1004	Equipment	All Departments	Electronic Content Management System	Early stag	2019	12/31/2021		$ 145,000.00	Technology fund (funded by current expense) as well as application for new grant created by HB1594 Section 6, $60,000 Year 1, $45,000 Year 2,
Community Development Remodel	1005	Facility	City Hall	Remodel east side of city hall to accommodate additional staff (up to 5) & conference room space.	Planning	2019	5/31/2019		$ 200,000.00	Facility Maintenance Reserve (funded by CE)
Server Replacement	1006	Equipment	City Hall	Current servers are from 2013. Replacement needed in 2020.	Pending	2020	12/31/2020		$ 15,000.00	Technology Reserve & Utility Funds
Vehicle #101	1007	Equipment	City Shops	New Sedan for City Administration	Planning	2021	6/30/2021		$ 25,000.00	Equipment Reserve Fund (funded by CE and Street Fund)
Vehicle #202 - Travel Vehicle	1008	Equipment	City Shops	New Travel Vehicle	Planning	2021	6/30/2021		$ 25,000.00	Equipment Reserve Fund (funded by CE and Street Fund)
Total: Administration/Community Development								**$ 37,755.00**	**$ 447,755.00**	
Fire Department										
Turnouts	2001	Equipment	Fire Station	Annual replacement of turnouts/ $12,000 a year		Perpetual	Perpetual	$ 12,000.00	$ 72,000.00	CE
Facility (Fire HVAC)	2002	Facility	Fire Station	Rebuild ext. Loop circulation pump and PM int. loop		2018	4/15/2018	$ 5,000.00	$ 5,000.00	Facility Maint. Reserve
Kitchen Renovation	2003	Facility	Fire Station	Kitchen Renovation (2)		2018	7/20/2018	$ 25,000.00	$ 25,000.00	Facility Maintenance Reserve (funded by CE)
Thermal Imager	2004	Equipment	Fire Station	Thermal imager replacement		2018	3/1/2021	$ 10,000.00	$ 10,000.00	CE
Wildland Engine	2005	Equipment	Fire Station	Replace our 1985 grass truck		2018	5/1/2018	$ 80,000.00	$ 80,000.00	Equipment Reserve Fund (funded by CE and Street Fund)
SCBA Replacement	2006	Equipment	Fire Station	These are the breathing air packs for firefighters they have a 15 year life.		2019	6/1/2020		$ 138,720.00	Combination of grant and CE
Vehicle #E3012 - Fire Truck	2007	Equipment	City Shops	New Fire Truck	Planning	2021	9/30/2021		$ 550,000.00	Equipment Reserve Fund (funded by CE and Street Fund)
Vehicle #UT303	2008	Equipment	City Shops	New Fire Marshal Vehicle	Planned	2021	8/31/2021		$ 40,000.00	Equipment Reserve Fund (funded by CE and Street Fund)

Vehicle #304 - Fire Captain's Truck	2009	Equipment	City Shop	New pickup for Fire Dept Captain	Planned	2021	8/31/2021		$ 35,000.00	Equipment Reserve Fund (funded by CE and Street Fund)
Vehicle #WT3021	2010	Equipment	City Shop	Water Tender for Fire Department	Planned	2022	8/31/2022		$ 150,000.00	Equipment Reserve Fund (funded by CE and Street Fund)/Mobe
Vehicle #UT302	2011	Equipment	City Shop	New Fire Chief Vehicle	Planned	2023	6/30/2023		$ 35,000.00	Equipment Reserve Fund (funded by CE and Street Fund)
Total: Fire Department								**$ 132,000.00**	**$ 1,140,720.00**	
Police Department										
Police Vehicles	3001	Equipment	Police Department	Acquire used patrol cars to issue all officers take-home vehicles. Need 3 vehicles in 2018	Budgeting	2018	12/31/2018	$ 45,000.00	$ 45,000.00	Equipment Reserve Fund (funded by CE and Street Fund)
IT Improvements for Police Department	3002	Equipment	Police Department	Update CJIS required network, 2 factor authentication systems, computers and security systems.	Pending	2018	12/31/2018	$ 15,000.00	$ 15,000.00	Technology Reserve Fund (funded by CE)
Detective Police Vehicle	3003	Equipment	Police Department	Detective vehicle - Unmarked civilian vehicle for detective	Pending	2018	12/31/2018	$ 20,000.00	$ 20,000.00	Equipment Reserve Fund (funded by CE and Street Fund)
Police Patrol Car Radio Replacement	3004	Equipment	Police Department	Replace old radios that are no longer serviceable. ($12,000 a year/3 years)	Pending	2018	1/1/2020	$ 12,000.00	$ 36,000.00	Technology Reserve Fund (funded by CE)
Police Docking Stations	3005	Equipment	Police Department	Add or replace mobile data terminal docking stations in patrol cars.	Pending	2018	1/1/2020	$ 6,000.00	$ 6,000.00	Technology Reserve Fund (funded by CE)
Animal Control/Code Enforcement Vehicle	3006	Equipment	Police Department	Vehicle for the Animal Control/Code Enforcement Position	Pending	2019	3/30/2019		$ 25,000.00	Equipment Reserve Fund (funded by CE and Street Fund)
Emergency Response Equipment	3007	Equipment	Police Department	Update Tactical emergency response equipment for police department. Old equipment out of date or does not exist.	Pending b	2019	12/31/2018		$ 12,000.00	CE
Vehicle #804 - Radar Trailer	3008	Equipment	City Shops	Radar Trailer	New Vehi	2019	8/31/2019		$ 3,000.00	Equipment Reserve Fund (funded by CE and Street Fund)
Vehicle #870 - Marked Police Car	3009	Equipment	City Shops	New Marked Police Vehicle	Planning	2020	6/30/2020		$ 50,000.00	Equipment Reserve Fund (funded by CE and Street Fund)
Vehicle #871 - Marked Police Car	3009	Equipment	City Shops	New Marked Police Unit	Planning	2021	6/30/2021		$ 50,000.00	Equipment Reserve Fund (funded by CE and Street Fund)
Vehicle #869 - Police Chief's Vehicle	3009	Equipment	City Shops	New Police Chief Vehicle	Planned	2022	6/30/2022		$ 50,000.00	Equipment Reserve Fund (funded by CE and Street Fund)
Vehicle #872 - Marked Police Unit	3009	Equipment	City Shop	New Marked Police Vehicle	Planned	2022	6/30/2022		$ 50,000.00	Equipment Reserve Fund (funded by CE and Street Fund)
New Police Department Facility	3010	Facility	Corner of SE Maple and E. Whitman Drive	New Police station		2023	12/31/2023		$ 3,000,000.00	Facility Maintenance Reserve (funded by CE) - Bond Funded
Vehicle #873 - Marked Police Vehicle	3009	Equipment	City Shop	New Marked Police Unit	Planned	2023	6/30/2023		$ 50,000.00	Equipment Reserve Fund (funded by CE and Street Fund)

Total: Police Department								**$ 98,000.00**	**$ 3,412,000.00**	
Public Works Department - Parks										
Lions Pond Restoration	4001	Facility	Lions Park	Dredge and reconstruct pond and Garrison Creek channel, eliminate point source pollution of storm water facility into pond.	30% desig	2018	10/30/2020	$ 65,000.00	$ 500,000.00	50% REET 2, 50% RCO, Other Funding
Splash Pad	4002	Facility	Lions or Kiwanis Park	Splash pad	Planning	2019	6/19/2020		$ 400,000.00	50% REET 2, 50% RCO, Other Funding
Park Purchase & Development	4003	Facility	West of College Ave	Develop large park for active recreation.	Planning	2020	10/31/2023		$ 1,000,000.00	50% REET 2, 50% RCO, New Development Cost
Vehicle #303 - Park Pickup	4004	Equipment	City Shop	New Pickup for Parks	Planned	2022	8/31/2022		$ 30,000.00	Equipment Reserve Fund (funded by CE and Street Fund)
Total: Public Works Department - Parks								**$ 65,000.00**	**$1,930,000.00**	
Public Works Department - Stormwater										
Regional Stormwater Facilities	5001	Facility	To be determined.	Construct regional stormwater facilities to support compliance with Federal National Pollution Discharge Elimination System Phase II permit.	Paremetr	2019	12/31/2019		$ 500,000.00	To be determined. Anticipate local stormwater funds with state/Federal stormwater grants.
Vehicle #505 - Sweeper	5002	Equipment	City Shops	New Sweeper	New Vehi	2019	8/31/2019		$ 250,000.00	Stormwater Utility
Total: Public Works Department - Stormwater								**$ -**	**$ 750,000.00**	
Public Works Department - Streets										
2018 Chipseal Program	6001	Facility	NE A St (College to Cedar), NE Ash Ave (C to Whitman), NW B St (College to Ruby), SE 6th Street (Larch to Highland), SE Crestline Dr (Highland Park Dr. to Private), SE Davin Dr	Planned annual chip seal program for 2018.	Planned.	2018	8/31/2018	$ 70,000.00	$ 70,000.00	REET 1 Fund
Vehicle #524 - Weed Spray Trailer	6002	Equipment	City Shops	Weed Spray Trailer	New Vehi	2018	8/31/2018	$ 4,000.00	$ 4,000.00	Equipment Reserve Fund (funded by CE and Street Fund)

4th Street/Academy Way (West-side School District Sidewalk) Project	6003	Facility	4th Street/Academy Way Project (a.k.a. West-side School District Sidewalks)	Under the 4th Street/Academy Way Project (a.k.a. West Side School District Sidewalk Project), 4th Street will receive 5-foot sidewalks on both sides, a 5-foot bike lane on the south, and a 12-foot shared use lane (parking and bicycle lane) on the south. Academy Way will receive 5-foot bike lanes on both sides. The road will be reconstructed with concrete-treated base to provide a uniform surface. The project includes stormwater facilities. Depending on final funding awards, project may be phased.	Design ini	2018	12/31/2018	$ 1,513,700.00	$ 1,513,700.00	City $242,963; Federal Transportation Alternative Grants $249,662; Transportation Improvement Board $288,957 awarded/$732,118 requested.
Municipal Campus Parking Lot Replacement	6004	Facility	City Hall	Reconstruct parking lot to include electrical and trees. This will also include landscaping around City Hall.	Planned	2018	5/31/2018	$ 55,000.00	$ 55,000.00	Facility Maintenance Reserve (funded by CE)
NE Damson Ave ("C" to Rose)	6005	Facility	NE Damson Avenue from "C" Street to Rose.	Local road reconstruction project to include sidewalk, water and sewer improvements.	Design co	2019	12/31/2019		$ 643,897.00	Local funds - Street Improvement Fund, Water Capital Reserve Fund, Wastewater Capital Reserve Fund
NE "C" Street (College to Larch)	6006	Facility	NE "C" Street from College to Larch	Complete corridor reconstruction to include streets, water, sewer, and stormwater replacements/improvements.	Design co	2019	12/31/2019		$ 2,955,454.00	$1,272,954 in City funds for design, property acquisition and water and sewer improvements; $1,682,500 in grant applications for street construction.
NE Cedar Avenue ("A" to "C" Street)	6007	Facility	NE Cedar Avenue from "A" to "C" Street	Street, sidewalk and water reconstruction on Cedar Avenue from "A" to "C" street.	Design co	2019	12/31/2019		$ 689,569.00	Street Improvement Fund (funded by the Street Fund), Water Capital Reserve Fund
2019 Chipseal Program	6008	Facility	SE Highland Park Dr , SE Scenic View Dr (Central to Larch)	Planned annual chip seal program for 2019.	Budgeted	2019	8/31/2019		$ 70,000.00	REET 1 Fund
Vehicle #545 - Paver	6009	Equipment	City Shops	New Vehicle	Planning	2019	8/31/2019		$ 50,000.00	Equipment Reserve Fund (funded by CE and Street Fund)
SE 12th Street (College to Date)	6010	Facility	SE 12th Street from College to Date	Street grind and overlay with water and sewer improvements on SE 12th Street from College to Date.	Planned.	2020	12/31/2020		$ 942,994.00	Local (City) funding from Street Improvement Fund (which is funded by the Street Fund), Water Capital Reserve Fund, Wastewater Capital Reserve Fund, with state (Transportation Improvement Board) and Federal (FAST) grants.

12th & Larch Intersection	6011	Facility	The 12th and Larch Avenue intersection.	Identify, design and construct preferred intersection configuration.	Planned.	2020	12/31/2020		$ 241,846.00	Local (City) funds from Street Improvement Fund (funded by the street fund) with Transportation Improvement Board and Federal (FAST) grants.
2020 Chipseal Program	6012	Facility	SE Lamperti St, Sunset Villa, SW 2nd St (Davis to Academy), NE Belroy (Westfair to Criscola)	Planned annual chip seal program for 2020.	Budgeted	2020	12/31/2020		$ 70,000.00	REET 1 Fund
Vehicle #306 - Mower	6013	Equipment	City Shops	New Lawn Mower	New Vehi	2020	8/31/2020		$ 18,000.00	Equipment Reserve Fund (funded by CE and Street Fund)
Rose Street Lighting	6014	Facility	Rose Street from College Ave to Lambert Ave	Rose Ornamental Pedestrian Street Lights	Planning	2020	6/30/2020		$ 350,000.00	Grants and Street Improvement Fund (funded by Street Fund)
Larch Intersection Improvements (C/Lambert, and Whitman)	6015	Facility	C/Lambert/Larch & Whitman/Larch	Intersections need to be improved for safe traffic.	Planned	2021	12/31/2021		$ 500,000.00	Street Improvement Fund (funded by Street Fund)
SE Ash Ave (Whitman to 4th)	6016	Facility	SE Ash Avenue from Whitman Drive to 4th Street	Grind and overlay SE Ash Avenue from Whitman Drive to 4th Street	Planned.	2021	12/31/2021		$ 181,709.00	Local (City) funds from Street Improvement fund (funded by Street Fund) and Transportation Improvement Board and Federal (FAST) grants.
SE 11th (Birch to Date)	6017	Facility	SE 11th Street from Birch to Date	Grind and overlay SE 11th Street from Birch to Date with water and sewer improvements.	Planned.	2021	12/31/2021		$ 772,771.00	Street Improvement Fund (funded by the Street Fund), Water Capital Reserve Fund, Wastewater Capital Reserve Fund
2021 Chipseal Program	6018	Facility	NE Chelan (Westfair to Criscola), NE Criscola (Alden to Empire), NE Dawson (Westfair to Criscola), NE Empire St (Westfair to Criscola, NE Omak Ave (Belroy to Alden), NE Westfair Ave (Alden to Empire), SE 2nd St (between Ash & Date), SE Bliss Lane	Planned annual chip seal program for 2021.	Budgeted	2021	8/31/2021		$ 70,000.00	REET 1 Fund
Vehicle #209 - Shop Truck	6019	Equipment	City Shops	New Truck for Mechanic	Planning	2021	6/30/2021		$ 30,000.00	Equipment Reserve Fund (funded by CE and Street Fund)

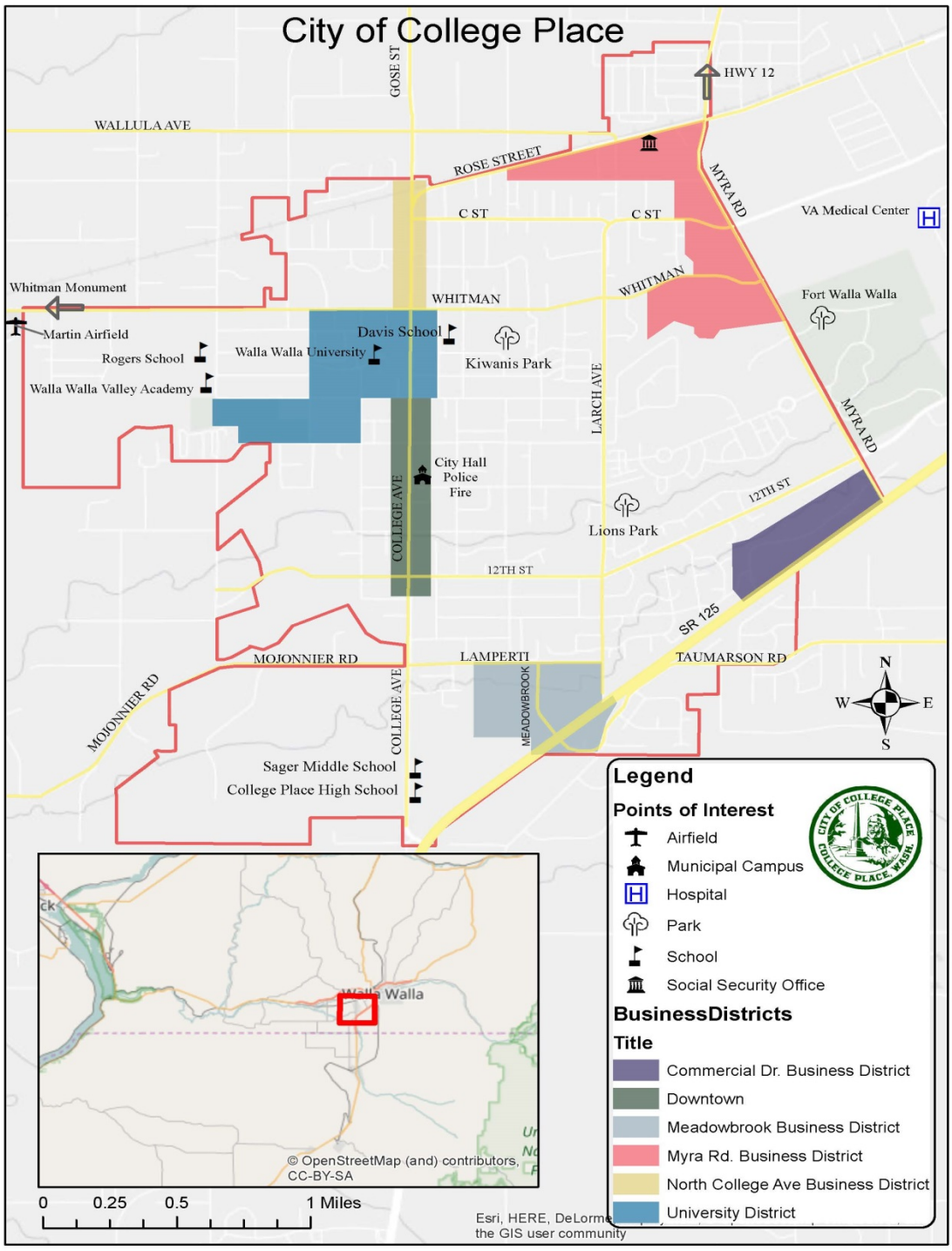
Vehicle #501	6020	Equipment	City Shops	New Flatbed Dump Truck	Plannning	2021	8/31/2021		$ 55,000.00	Equipment Reserve Fund (funded by CE and Street Fund)
Vehicle #508 - Pickup	6021	Equipment	City Shops	New Pickup	Planning	2021	6/30/2021		$ 30,000.00	Equipment Reserve Fund (funded by CE and Street Fund)
SE Dewey Dr	6022	Facility	SE Dewey Drive.	Full street and sidewalk reconstruction on Dewey Drive to include water and sewer improvements.	Planned.	2022	12/31/2022		$ 920,507.00	Street Improvement Fund (funded by the Street Fund), Water Capital Reserve Fund, Wastewater Capital Reserve Fund
SE Birch Ave (Whitman to "C")	6023	Facility	SE Birch Ave between Whitman and "C" Street	Full corridor reconstruction on SE Birch Avenue from Whitman to "C" Street to include street, sidewalk, water and sewer improvements.	Plannned	2022	12/31/2022		$ 1,500,085.00	Street Improvement Fund (funded by the Street Fund), Water Capital Reserve Fund, Wastewater Capital Reserve Fund
SE Sky Ave (12th to Scenic View)	6024	Facility	SE Sky Ave from 12th Street to Scenic View Drive.	Corridor reconstruction on SE Sky Ave from 12th Street to Scenic View Drive to include streets, sidewalks, water and sewer improvements.	Planned.	2022	12/31/2022		$ 681,857.00	Street Improvement Fund (funded by the Street Fund), Water Capital Reserve Fund, Wastewater Capital Reserve Fund
2022 Chipseal Program	6025	Facility	SE Date Ave (4th - 12th), SW 10th St (College to west dead end), SW 11th St (Bade to west dead end), SW 12th St (College to proposed SW Davis Ext)	Planned annual chip seal program for 2022.	Budgeted	2022	8/31/2022		$ 70,000.00	REET 1 Fund
Vehicle 510 - Street Pickup	6026	Equipment	City Shop	New Pickup for Streets	Planned	2022	6/30/2022		$ 35,000.00	Equipment Reserve Fund (funded by CE and Streets)
SE Meadowbrook Grind and Overlay	6027	Facility	SE Meadowbrook between Lamperti and SR 125.	Grind and overlay SE Meadowbrook between Lamperti and SR 125.	Planned.	2023	12/31/2023		$ 237,002.00	Street Improvement Fund (funded by Street Fund), State (Transportation Improvement Board) and Federal (FAST) funds.
Lambert (Rose to C Street)	6028	Facility	Lambert Avenue from Rose to "C" Street	Full corridor reconstruction of Lambert Avenue from Rose to "C" Street to include streets, sidewalks, water and sewer improvements.	Planned.	2023	12/31/2023		$ 1,781,171.00	Street Improvement Fund (funded by the Street Fund), Water Capital Reserve Fund, Wastewater Capital Reserve Fund and State (Transportation Improvement Board) and Federal (FAST) funding.

2023 Chipseal Program	6029	Facility	SW Bade (3rd to 12th), SW 3rd St (Davis to Academy), SE Edgemont Ave (12th to Stanford), SE Central Ave (Scenic View to Valley), SE Belmont Pl	Planned annual chip seal program for 2023.	Budgeted	2023	8/31/2023		$ 70,000.00	REET 1 Fund
Vehicle #504	6030	Equipment	City Shop	New Street Pickup	Planned	2023	6/30/2023		$ 35,000.00	Equipment Reserve Fund (funded by CE and Street Fund)
Davis Street Extension (6th to College)	6031	Facility	Davis from 6th to Sunny	Construct Davis Street extension from 6th to College Ave	Planned	2023	12/31/2025		$ 6,544,910.00	Street Improvement Fund; REET
Public Works Yard Upgrade	6032	Facility	218 SE 4th St	Upgrade Public Works Yard. New pavement between buildings and gas pumps. General renovation work.	Planned	2023	12/31/2023		$ 200,000.00	Facility Reserve Fund
Total: Public Works Department - Streets								**$ 1,642,700.00**	**$17,026,198.67**	
Public Works Department - Wastewater										
Alley South of 6th between Birch & Date	7001	Facility	Alley south of 6th be	Replace sewer main	Planned	2018	8/31/2018	$ 40,000.00	$ 40,000.00	Wastewater Capital Reserve Fund
Screen at WWTP	7002	Facility	WWTP	Replace influent screen	Planned	2018	8/31/2018	$ 150,000.00	$ 150,000.00	Wastewater Capital Reserve Fund
Poplar Tree Removal	7003	Facility	WWTP	Removal of Poplar Trees	Planned	2018	12/31/2019	$ 150,000.00	$ 300,000.00	Wastewater Fund
WWTP Improvements	7004	Facility	WWTP	Improvements to WWTP for Compliance Issues	Planning	2018	12/31/2022	$ 300,000.00	$ 25,000,000.00	Wastewater Capital Reserve Fund & SRF
Alley of 9th & 10th between College & Bade	7005	Facility	Alley of 9th & 10th b	sewer main lining	planned	2019	8/30/2019		$ 100,000.00	Wastewater Capital Reserve Fund
Sewer Main Lining	7006	Facility	Alley of 12th & Mt Vi	Lining of sewer main	Planned	2019	9/30/2019		$ 200,000.00	Wastewater Capital Reserve Fund
Alley of 8th & 9th between College & Bade	7007	Facility	Alley of 8th & 9th be	Replace sewer main and services	Planned	2019	8/30/2019		$ 100,000.00	Wastewater Capital Reserve Fund
Southwest College Place Trunkline and Lift Station	7008	Facility	SW Lamperti/College Ave	Contribution to construct new lift station and trunk line better serving Southwest College Place	Planning	2019	8/31/2020		$ 500,000.00	Wastewater Capital Reserve Fund
Dewey Drive Sewer Lining	7009	Facility	Dewey Drive	Lining of sewer main	Planned	2020	8/31/2020		$ 140,000.00	Wastewater Capital Reserve Fund
Vehicle #701 - Vactor	7010	Equipment	City Shops	New Vactor	Planning	2020	8/31/2020		$ 300,000.00	
Vehicle #702	7011	Equipment	City Shops	New Skid Steer	Planning	2020	8/31/2020		$ 100,000.00	Wastewater Capital Reserve Fund
Sewer Lining	7012	Facility	Sewer main between	Lining of sewer main	Planned	2021	8/31/2021		$ 200,000.00	Wastewater Capital Reserve Fund
Sewer Lining	7013	Facility	Alley of Scenic View & Mt View between Broadway & Sky	Lining on sewer main	planned	2022	9/30/2022		$ 130,000.00	Wastewater Capital Reserve Fund
Sewer Lining	7014	Facility	Sewer Main Lining	Line Sewer Main in backyards on west side of College Avenue between Whitman & B	Planning	2022	8/31/2022		$ 160,000.00	Wastewater Capital Reserve Fund
SE 11th Sewer - Birch to Date	7015	Facility	11th between Birch &	Replace sewer main	Planned	2023	9/30/2023		$ 140,000.00	Wastewater Capital Reserve Fund

Vehicle #710 - Wastewater Utility Truck	7016	Equipment	City Shop	New Wastewater Utility Vehicle	Planned	2023	8/31/2023		$ 45,000.00	Wastewater Capital Reserve Fund
Vehicle #720 - Sewer Camera System	7017	Equipment	City Shop	New Camera System	Planned	2023	8/30/2023		$ 50,000.00	Wastewater Capital Reserve Fund
Total: Public Works Department - Wastewater								**$ 640,000.00**	**$ 27,655,000.00**	
Public Works Department - Water										
Well No. 2 Relocation	8001	Facility	To be determined (20	Consolidation of water rights; reconstruction of new well shaft and well-house and installation of pump, motor, controls, and appurtenant equipment and facilities to replace Well No. 2; decommissioning of existing Well No. 2.	Initiating	2017	3/31/2019	$ 2,614,892.91	$ 2,614,892.91	Local funds-revenue bond
Well No. 1. Relocation	8002	Facility	3170/3172 Peppers E	Construction of well shaft and well house with pump, motor and controls and ancillary equipment/facilities to replace Well No. 1; construction of 4500 ft. of 12" water main to include boring under SR 125.	On-hold p	2017	11/30/2019		$ 4,523,302.00	20-year, 1%, 50% forgiveable DWSRF loan
Water Right Acquisition(s)	8003	Facility	To be determined.	Acquisition of additional water rights as they become locally available.	Exploring	2017	12/30/2020	$ 754,000.00	$ 1,459,450.00	Local funds-revenue bond.
Facility (PW)	8004	Facility	Public Works Water S	HVAC Replacement		2018	9/15/2018	$ 8,500.00	$ 8,500.00	Water Capital Reserve Fund
Radio Read Metering Transition	8005	Facility	Citywide	complete radio read for meter reading	in progres	2018	12/31/2018	$ 150,000.00	$ 150,000.00	Water Capital Reserve Fund
Vehicle #602 - Backhoe	8006	Equipment	City Shops	New Backhoe	New Vehi	2018	8/31/2018	$ 125,000.00	$ 125,000.00	Water Capital Reserve Fund
Water Main Replacement	8007	Facility	Sky Avenue and Alley	Replace existing steel water main and services	Planned	2019	9/30/2019		$ 250,000.00	Water Capital Reserve Fund
Dewey Drive Water	8008	Facility	Dewey Drive	Replace Water main & services	Planned	2020	9/30/2020		$ 150,000.00	Water Capital Reserve Fund
Birch Ave Water - 2nd to 4th	8009	Facility	Birch between 2nd &	Replace water main & services	Planned	2021	9/30/2021		$ 140,000.00	Water Capital Reserve Fund
Vehicle #603	8010	Equipment	City Shops	New Pickup	Plannning	2021	6/30/2021		$ 30,000.00	Water Capital Reserve Fund
6th St Water - College to Date	8011	Facility	6th between College	Replace water main and services	Planned	2022	9/30/2022		$ 150,000.00	Water Capital Reserve Fund
11th St Water - Birch to Date	8012	Facility	SE 11th between Birc	Replace water main and services	Planned	2023	9/30/2023		$ 80,000.00	Water Capital Reserve Fund
Vehicle #601	8013	Equipment	City Shop	New Water Utility Truck	Planned	2023	8/30/2023		$ 45,000.00	Water Capital Reserve Fund
Vehicle #610 - Water Pickup	8014	Equipment	City Shop	New Water Pickup	Planned	2023	6/30/2023		$ 35,000.00	Water Capital Reserve Fund
Total: Public Works Department - Water								**$ 3,652,392.91**	**$9,761,144.91**	
Grand Total: All Capital Improvement Projects								**$ 6,267,847.91**	**$ 62,122,818.58**	

VII. City of College Place Map

A map of the City of College Place is located below.



VIII. FY 2018 thru 2023 Project Descriptions



VIII. A. Administration/Community Development Project Data Sheets



Project Data Administration

Project Number: 1001

Project Name: BoardDocs Plus

Project Description: This software program is already used for City Council agendas, minutes, and workshops. City staff would like to buy an extension to allow for its utilization for all City Boards and Commissions. This cost would be for an unlimited number of Boards and Commissions.

Project Justification: The program allows for easy sharing of agenda information and furthers transparency for the public.

Project Status: FY 2017: BoardDocs implemented for City Council. FY 2018: Implement BoardDocs for advisory Boards and Commissions.

Estimated Date of Completion: 3/31/2018 First Year Budgeted: FY 17

Estimated Project Cost: $7,500

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
1001	001	Current Expense	$7,500	18

Project Data Administration

Project Number: 1002

Project Name: Council Chambers and Community Development Rehab

Project Description: The College Place City Hall was constructed in 1992. The City Council chambers are due for a rehab to include a dais and updated AV equipment. The front office on the Community Development side of City Hall needs to be updated.

Image 1: City Council Chambers



Map 1: City Hall



Project Justification: City Council chambers does not have a dais and the Audio/Visual configuration is outdated. The front office of the Community Development side of the facility is stripped and has bare floors and outdated equipment.

Project Status: FY 2018: Fund $16,600 to update City Council chambers and front part of Community Development.

Estimated Date of Completion: 10/30/2018 First Year Budgeted: FY 18

Estimated Project Cost: $16,600

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
1002	001	Current Expense	$16,600	18

Project Data Administration

Project Number: 1003

Project Name: Microsoft Office Upgrade

Project Description: City computer terminals are all running various versions of Microsoft Office suite which is leading to issues with collaboration among staff. A citywide upgrade to the same edition of Microsoft Office is needed.

Project Status: FY 2018: Plan to budget $13,655 citywide to complete upgrade.

Project Justification: Different editions of Microsoft Office is leading to data integrity and collaboration issues.

Estimated Date of Completion: 12/31/2018 First Year Budgeted: FY 18

Estimated Project Cost: $13,655

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
1003	001	Current Expense	$13,655	18

Project Data Administration

Project Number: 1004

Project Name: Laserfiche Program

Project Description: City records are saved on disparate servers across the City. The City Clerk is working on indexing records. However, the City needs a record content management system to manage and digitize records. Also, this will help cut down the amount of time it takes to fill records requests.

Project Status: FY 2017-18: Developing records management hierarchy. FY 19: Try to budget to begin Laserfiche work.

Project Justification: No public record content management system exists in the City which makes it hard to manage our public records.

Estimated Date of Completion: 12/31/2021 First Year Budgeted: FY 19

Estimated Project Cost: $145,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
1004	001	Current Expense	$0.00	18

Project Data Administration

Project Number: 1005

Project Name: Community Development Remodel

Project Description: The Community Development Department was moved from the Annex to the eastside of City Hall in 2017. This was a barebones project and little renovation work occurred. The east side of City Hall was originally designed for Police services and still reflects that use from a design standpoint. The east side of City Hall needs to be reconfigured to allow for more staff, records storage, and to be more customer friendly.

Image 2: City Hall



Map 2: City Hall



Project Justification: The eastside of City Hall has had little renovation done to it and reflects its past use as a Police Department.

Project Status: Will try to fund remodel in FY 2019 at $200,000.

Estimated Date of Completion: 5/31/2019 First Year Budgeted: FY 19

Estimated Project Cost: $200,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
1005	001	Current Expense	$0.00	18

Project Data Administration

Project Number: 1006

Project Name: Server Replacement

Project Description: The projected lifecycle of the City's servers is seven years. The server was purchased in 2013.

Project Status: FY 2020: Purchase server for $15,000.

Project Justification: Current server lifecycle is Fiscal Year 2020.

Estimated Date of Completion: 12/31/2020 First Year Budgeted: FY 20

Estimated Project Cost: $15,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
1006	001	Current Expense	$15,000	20

Project Data Administration

Project Number: 1007

Project Name: Vehicle #101

Project Description: The sedan will need to be replaced in Fiscal Year 2021 per the lifecycle of the vehicle.

Project Status: FY 2021: Purchase new vehicle for City Administration at $25,000.

Project Justification: Current server lifecycle is Fiscal Year 2021.

Estimated Date of Completion: 12/31/2021 First Year Budgeted: FY 21

Estimated Project Cost: $25,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
1007	001	Current Expense	$25,000	21

Project Data Administration

Project Number: 1008

Project Name: Vehicle #202 Travel Vehicle

Project Description: The travel vehicle will need to be replaced in Fiscal Year 2021 per the lifecycle of the vehicle.

Project Status: FY 2021: Purchase new vehicle for travel vehicle at $25,000.

Project Justification: Current server lifecycle is Fiscal Year 2021.

Estimated Date of Completion: 12/31/2021 First Year Budgeted: FY 21

Estimated Project Cost: $25,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
1008	001	Current Expense	$25,000	21

VIII. B. Fire Department Project Data Sheets



Project Data Fire

Project Number: 2001

Project Name: Turnouts

Project Description: Turnouts for firefighters need to be replaced on a rotational basis at $7,500 a year.

Image 3: Turnouts



Project Status: Annual expenditure of $12,000 a year.

Project Justification: Firefighter safety requirements dictate a rotational expenditure of $12,000 to replace turnouts.

Estimated Date of Completion: Perpetual First Year Budgeted: Perpetual

Estimated Project Cost: $12,000 a year

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
2001	001	Current Expense	$12,000	18

Project Data Fire

Project Number: 2002

Project Name: Fire Department HVAC

Project Description: The loop circulation pump and pm int. loop needs to be rebuilt.

Image 4: Fire Dept



Map 3: Fire Dept



Project Justification: The loop circulation pump in the Fire Department HVAC system needs to be rebuilt.

Project Status: Will complete project for $5,000 in FY 2018.

Estimated Date of Completion: 4/15/2018 First Year Budgeted: FY 18

Estimated Project Cost: $5,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
2002	001	Current Expense	$5,000	18

Project Data Fire

Project Number: 2003

Project Name: Fire Department Kitchen Renovation

Project Description: The Kitchen within the Fire Department needs to be rehabbed. Most of the equipment in the Fire Department is the original from when it was built in 2001. This includes new flooring and cabinetry. New appliances and cooking utensils were purchased in FY 2017.

Image 5: Fire Dept



Map 4: Fire Dept



Project Justification: Due to cost overruns in Fiscal Year 2017 the entire project was not able to be completed.

Project Status: Will complete project in Fiscal Year 2018 for $25,000.

Estimated Date of Completion: 4/15/2018 First Year Budgeted: FY 18

Estimated Project Cost: $25,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
2003	001	Current Expense	$25,000	18

Project Data Fire

Project Number: 2004

Project Name: Thermal Imager

Project Description: Thermal Imager replacement.

Image 6: Thermal Imager



Project Justification: The existing thermal imager is at the end of its recommended lifecycle.

Project Status: FY 2018: The City will try to budget $10,000 for a replacement thermal imager.

Estimated Date of Completion: 12/31/2021 First Year Budgeted: FY 18

Estimated Project Cost: $10,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
2004	001	Current Expense	$10,000	18

Project Data Fire

Project Number: 2005

Project Name: Wildland Engine Replacement

Project Description: Replace the City's 1985 Wildland Engine.

Image 7: Wildland Engine



Project Justification: The existing wildland engine is at the end of its lifecycle.

Project Status: FY 2018: The City will try to budget $80,000 for a replacement used Wildland Engine.

Estimated Date of Completion: 12/31/2018 First Year Budgeted: FY 18

Estimated Project Cost: $80,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
2005	001	Current Expense	$80,000	18

Project Data Fire

Project Number: 2006

Project Name: SCBA Replacement

Project Description: Breathing airpacks for firefighters have a fifteen year useful life. Replacement of airpacks is coming due around the same timeframe.

Image 8: SCBA



Project Justification: SCBA Airpacks the department has currently are expiring.

Project Status: The City needs to obtain new SCBA airpacks for the firefighters. A combination of Current Expense and Grant money will be used to complete this project.

Estimated Date of Completion: 12/31/2020 First Year Budgeted: FY 19

Estimated Project Cost: $138,720

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
2006	001	Current Expense	$0.00	18

Project Data Fire

Project Number: 2007

Project Name: Fire Truck Replacement (#E3012)

Project Description: Replace the City's Fire Truck #E3012

Image 9: Fire Truck



Project Justification: The existing fire truck will be at the end of its life cycle in FY 2021.

Project Status: FY 2021: The City will try to budget and obtain grants to get a replacement fire truck.

Estimated Date of Completion: 12/31/2021 First Year Budgeted: FY 21

Estimated Project Cost: $550,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
2007	001	Current Expense	$0.00	18

Project Data Fire

Project Number: 2008

Project Name: Fire Marshal Vehicle Replacement (#UT303)

Project Description: Replace the Fire Marshall Vehicle (#UT303)

Image 10: Fire Marshall Vehicle



Project Justification: The existing Fire Marshal vehicle will be at the end of its life cycle in FY 2021.

Project Status: FY 2021: The City will try to budget and obtain grants to get a replacement fire marshal vehicle.

Estimated Date of Completion: 12/31/2021 First Year Budgeted: FY 21

Estimated Project Cost: $40,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
2008	001	Current Expense	$0.00	18

Project Data Fire

Project Number: 2009

Project Name: Fire Captain Truck Replacement (#304)

Project Description: Replace the Fire Captain Truck Vehicle (#304)

Image 11: Fire Captain Truck



Project Justification: The existing Fire Captain Vehicle will be at the end of its life cycle in FY 2021.

Project Status: FY 2021: The City will try to budget and obtain grants to get a replacement fire captain truck.

Estimated Date of Completion: 12/31/2021 First Year Budgeted: FY 21

Estimated Project Cost: $35,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
2009	001	Current Expense	$0.00	18

Project Data Fire

Project Number: 2010

Project Name: Water Tender Replacement (#WT3021)

Project Description: Replace the Water Tender (#WT3021)

Image 12: Water Tender



Project Justification: The existing Water Tender will be at the end of its life cycle in FY 2022.

Project Status: FY 2022: The City will try to budget and obtain grants to get a replacement water tender.

Estimated Date of Completion: 12/31/2022 First Year Budgeted: FY 22

Estimated Project Cost: $150,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
2010	001	Current Expense	$0.00	18

Project Data Fire

Project Number: 2011

Project Name: Fire Chief Vehicle Replacement (#UT302)

Project Description: Replace the Fire Chief Vehicle (#UT302)

Image 13: Fire Chief Vehicle



Project Justification: The existing Fire Chief vehicle will be at the end of its life cycle in FY 2023.

Project Status: FY 2023: The City will try to budget and obtain grants to get a replacement Fire Chief vehicle.

Estimated Date of Completion: 12/31/2023 First Year Budgeted: FY 23

Estimated Project Cost: $35,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
2011	001	Current Expense	$0.00	18

VIII. C. Police Department Project Data Sheets



Project Data Police

Project Number: 3001

Project Name: Police Vehicle Acquisition

Project Description: Buy three (3) gently used Police vehicles so officers have take home cars.

Image 14: Police Vehicle



Project Justification: Purchasing three gently used vehicles will allow take home cars for officers. This will increase efficiency and officers will no longer have to check out a car.

Project Status: FY 2018: Will purchase four (4) additional police vehicles to allow for a take home car program for the officers.

Estimated Date of Completion: 3/31/2018 First Year Budgeted: FY 18

Estimated Project Cost: $60,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
3001	001	Current Expense	$60,000	18

Project Data Police

Project Number: 3002

Project Name: IT Improvements for Police Department

Project Description: Update CJIS required network, two factor authentication system, computers, and security systems.

Project Justification: Per recent needs assessment completed by the Washington Association of Police Chiefs and Sheriffs the IT improvements are a necessity to be in adherence with State and Federal public safety policy.

Project Status: FY 2018: Will budget $15,000 for equipment.

Estimated Date of Completion: 12/31/2018 First Year Budgeted: FY 18

Estimated Project Cost: $15,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
3002	001	Current Expense	$15,000	18

Project Data Police

Project Number: 3003

Project Name: Detective Police Vehicle

Project Description: Obtain an unmarked civilian vehicle for detective.

Image 15: Detective



Project Justification: Currently, the Detective does not have a unmarked police vehicle.

Project Status: FY 2018: Will budget $20,000 to obtain a used detective police vehicle

Estimated Date of Completion: 2/28/2018 First Year Budgeted: FY 18

Estimated Project Cost: $20,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
3003	001	Current Expense	$20,000	18

Project Data Police

Project Number: 3004

Project Name: Police Patrol Car Radio Replacement

Project Description: Replace old radios that are no longer serviceable.

Image 16: Radio



Project Justification: Old radios are no longer serviceable.

Project Status: FY 2018: This project will be executed gradually over three fiscal years. $12,000 a year will be budgeted for radio replacements in Fiscal Years 2018 thru 2020.

Estimated Date of Completion: 12/31/2020 First Year Budgeted: FY 18

Estimated Project Cost: $36,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
3005	001	Current Expense	$12,000	18

Project Data Police

Project Number: 3005

Project Name: Police Docking Stations

Project Description: Add or replace mobile data terminal docking stations in patrol cars.

Project Justification: Newer additions to the patrol fleet will need docking stations. Older cars will need replacement docks.

Project Status: FY 2018: This project will be executed gradually over three fiscal years. $3,333 a year will be budgeted for radio replacements in Fiscal Years 2018 thru 2020.

Estimated Date of Completion: 12/31/2020 First Year Budgeted: FY 18

Estimated Project Cost: $10,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
3006	001	Current Expense	$10,000	18

Project Data Police

Project Number: 3006

Project Name: Animal Control/Code Enforcement Police Vehicle

Project Description: Obtain a vehicle for use by the Animal Control/Code Enforcement Officer.

Image 17: Animal Control/Code Enforcement Officer Vehicle



Project Justification: Currently the City does not have a dedicated Animal Control/Code Enforcement officer or vehicle. Animals are picked up by Police Officers in squad cars. Such vehicles are not designed for this function which ends of with vehicle damage. This vehicle is only needed if addition of Animal Control/Code Enforcement\Evidence Officer is maintained in FY 2018 budget.

Project Status: FY 2019: Will budget $25,000 to obtain vehicle

Estimated Date of Completion: 2/28/2019 First Year Budgeted: FY 19

Estimated Project Cost: $25,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
3006	001	Current Expense	$0.00	18

Project Data Police

Project Number: 3007

Project Name: Tactical Emergency Response Equipment Update

Project Description: Update tactical emergency response equipment for Police Department. Old equipment is out of date or doesn't exist.

Project Justification: Equipment which the department has is out of date or doesn't exist.

Project Status: FY 2019: Will budget $12,000 for equipment.

Estimated Date of Completion: 12/31/2019 First Year Budgeted: FY 19

Estimated Project Cost: $12,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
3007	001	Current Expense	$0.00	18

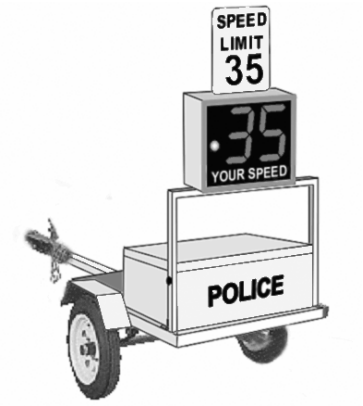
Project Data Police

Project Number: 3008

Project Name: Vehicle #804 – Radar Trailer

Project Description: Replace radar trailer which is jointly shared by the Walla Walla County Sheriffs Office and the City of College Place which is beyond its useful life.

Image 18: Radar Trailer



Project Justification: Existing radar trailer will be past its useful life in FY 2019.

Project Status: FY 2019: City will attempt to budget $15,000 for a replacement radar trailer.

Estimated Date of Completion: 12/31/2019 First Year Budgeted: FY 19

Estimated Project Cost: $3,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
3008	001	Current Expense	$0.00	18

Project Data Police

Project Number: 3009

Project Name: Existing Police Patrol Vehicle Replacement (#870,#871,#689,#872,#873)

Project Description: Replacement of existing Police patrol vehicle as they end their useful life.

Image 19: Police Patrol Vehicle



Project Justification: As Police vehicles end their useful life, they need to be replaced in order to have a reliable fleet.

Project Status: FY 2020: $50,000 (#870)

FY 2021: $50,000 (#871)

FY 2022: $100,000 (#869 and #872)

FY 2023: $50,000 (#873)

Estimated Date of Completion: Ongoing First Year Budgeted: N/A

Estimated Project Cost: $250,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
3009	001	Current Expense	$0.00	18

Project Data Police

Project Number: 3010

Project Name: New Police Department Facility

Project Description: Build a structure purposed for Police operations.

Project Justification: The current Police Department is in The Annex which used to be an apartment complex. It was not built for Police operations. As the Department grows, it will need more space.

Project Status: FY 2023: The approximate cost of a Police Station is $3,000,000. If this project is pursued, bond funds would have to be acquired for a proportion of the project.

Estimated Date of Completion: 12/31/2023 First Year Budgeted: 23

Estimated Project Cost: $3,000,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
3009	001	Current Expense	$0.00	18

VIII. D. Public Works Department - Park Data Sheets



Project Data Park

Project Number: 4001

Project Name: Lions Park Restoration

Project Description: This work will entail the dredging and reconstruction of the Lions Park pond. Restoration of park.

Image 20: Lions Park



Map 5: Lions Park



Project Justification: The Lions Park pond is collecting sediment and Department of Fish and Game have threatened to stop stocking pond with fish.

Project Status: FY 2018: The City will budget $65,000 to finish up the engineering of the final design for the Lions Park restoration work. IN FY 2019 thru 2010 we will try to budget for and submit grants to complete Lions Park restoration work.

Estimated Date of Completion: 10/30/2020 First Year Budgeted: 18

Estimated Project Cost: $500,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
4001	306	REET II	$65,000	18

Project Data Park

Project Number: 4002

Project Name: Splash Pad

Project Description: The City of College Place does not have any aquatic facilities. Splash pad would go in either Lions or Kiwanis Park dependent on feedback during Parks Master Plan public participation process.

Image 21: Splash Pad



Project Justification: The City of College Place has contributed $50,000 to the Veterans Memorial Pool in the City of Walla Walla. However, no aquatic facilities exist in the City of College Place. The State of Washington Recreation and Conservation Office (RCO) has expressed to City staff that the office is actively looking to fund such projects on the Eastern side of Washington State.

Project Status: FY: 2018: Begin submitting grant applications for splash pad. FY 2019: Begin engineering work. FY 2020: Construction.

Estimated Date of Completion: 10/30/2020 First Year Budgeted: 19

Estimated Project Cost: $400,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
4002	306	REET II	$0.00	18

Project Data Park

Project Number: 4003

Project Name: Park Purchase & Development

Project Description: Develop a large park ideally west of College Avenue for active recreation.

Project Justification: Additional population density and annexation has put the City below our level of service for parks in the College Place Comprehensive Plan.

Project Status: FY 2020 thru 2023: Identify site for new park. Submit grant applications and try to budget for new park. Good proportion of funds for new park purchase will come from developers as part of impact costs.

Estimated Date of Completion: 10/30/2023 First Year Budgeted: 20

Estimated Project Cost: $1,000,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
4003	306	REET II	$0.00	18

Project Data Park

Project Number: 4004

Project Name: Vehicle #303 Park Pickup

Project Description: Replacement of vehicle #303 for Parks function.

Project Justification: By FY 2022 Vehicle #303 will reach the end of its useful life and will need to be replaced.

Project Status: FY 2022: Budget $30,000 to purchase replacement vehicle #303.

Estimated Date of Completion: 3/30/2022 First Year Budgeted: 22

Estimated Project Cost: $30,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
4004	320	Equipment Reserve	$0.00	18

VIII. E. Public Works Department - Stormwater Project Data Sheets



Project Data Storm

Project Number: 5001

Project Name: Regional Stormwater Facilities

Project Description: Construct regional stormwater facilities to support compliance with Federal National Pollution Discharge Ellimination System Phase II permit.

Image 22: Stormwater Facility



Project Justification: The State of Washington Department of Ecology directed the City of College Place to begin a stormwater utility and is funding a stormwater utility plan in FY 2017.

Project Status: FY 2019: It is estimated that initial construction of active and passive stormwater facilities will initially cost around $500,000.

Estimated Date of Completion: 12/31/2019 First Year Budgeted: 19

Estimated Project Cost: $500,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
5001	???	Storm	$0.00	18

Project Data Storm

Project Number: 5002

Project Name: Vehicle #505 - Sweeper

Project Description: Replace old street sweeper.

Image 23: Street Sweeper



Project Justification: The existing street sweeper will arrive at the end of its useful life in FY 2019.

Project Status: FY 2019: Budget $250,000 for Street Sweeper.

Estimated Date of Completion: 12/31/2019 First Year Budgeted: 19

Estimated Project Cost: $250,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
5002	???	Storm	$0.00	18

VIII. F. Public Works Department – Streets Project Data Sheets



Project Data Streets

Project Number: 6001

Project Name: 2018 Chipseal Program

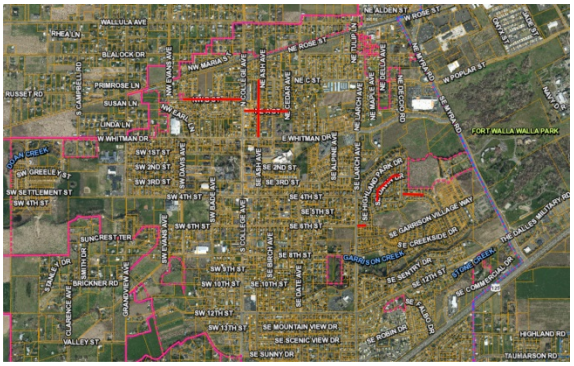
Project Description: Planned annual chip seal program for Fiscal Year 2018. The streets include:

- NE A Street (College to Cedar)
- NE Ash Street (C to Whitman)
- NW B Street (College to Ruby)
- SE 6th Street (Larch to Highland Park)
- SE Crestline Dr (Highland Park Dr to Private)
- SE Davin Dr

Image 24: NE Ash Street



Map 6: 2018 Chipseal



Project Justification: Roads are in such condition where chip seal is needed.

Project Status: FY 2018: $70,000 will be budgeted out of the city's REET I tax for the program.

Estimated Date of Completion: 8/31/2018 First Year Budgeted: 18

Estimated Project Cost: $70,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
6001	305	REET I	$70,000	18

Project Data Streets

Project Number: 6002

Project Name: Vehicle #524 – Weed Spray Trailer

Project Description: Replace weed spray trailer that is at the end of its useful life.

Image 25: Weed Spray Trailer



Project Justification: Weed spray trailer is past its useful life.

Project Status: FY 2018: Budget $4,000 for replacement weed spray trailer.

Estimated Date of Completion: 8/31/2018 First Year Budgeted: 18

Estimated Project Cost: $4,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
6002	320	Equipment Reserve	$4,000	18

Project Data Streets

Project Number: 6003

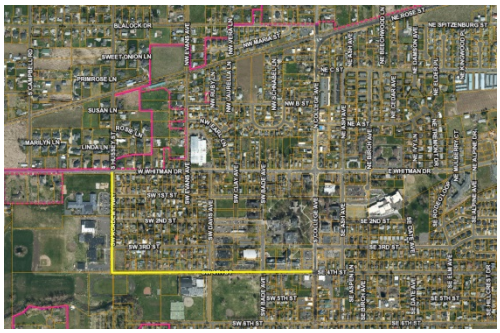
Project Name: Fourth & Academy Way Project

Project Description: Fourth Street will receive five foot sidewalks on both sides, a five foot bike lane on the south, and a twelve foot shared use lane (parking and bicycle lane) on the south. Academy Way will receive five foot bike lanes on both sides. The road will be reconstructed with concrete-treated base to provide a uniform surface. The project includes stormwater facilities. This project also may include rehabbing pedestrian and street facilities from College Avenue to Davis Street dependent on funding.

Image 26: Fourth Street



Map 7: Fourth & Academy



Project Justification: Fourth & Academy Way has been listed on the city's Transportation Improvement Plan for the last couple years. The road needs to be updated.

Project Status: FY 2017: Preliminary Engineering work executed. FY 2018: Project cost is $1,513,700 and is covered via city - $242,963, Federal - $249,662, Transportation Improvement Board ($732,118 grant requested)

Estimated Date of Completion: 12/31/2018 First Year Budgeted: 17

Estimated Project Cost: $1,513,700

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
6003	305	REET I/Grants/Streets	$1,513,700	18

Project Data Streets

Project Number: 6004

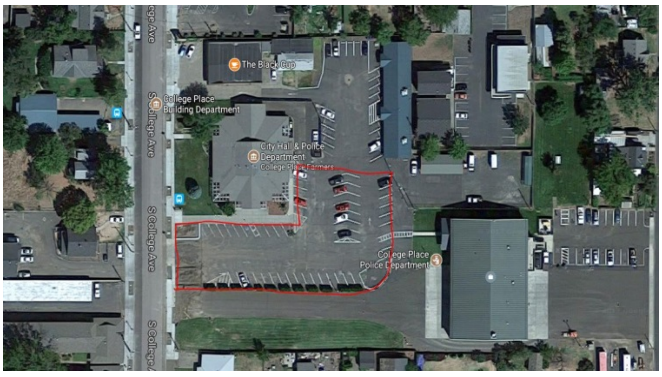
Project Name: Municipal Campus Parking Lot Replacement

Project Description: This project would involve repaving the southern section of the City Hall parking lot, installing underground electrical for use of the Farmers Market and special events, and planting trees.

Image 27: Municipal Parking Lot



Map 8: Municipal Parking Lot



Project Justification: Pavement of southern section of parking lot is spalling out. Underground electrical and trees is needed to be able to comfortably hold outdoor events on the municipal campus. Estimated cost is $40,000 to replace front part of parking lot and $15,000 for plantings as shown in design by Plant Company in 2017.

Project Status: FY 2018: $55,000 from Facility Maintenance Reserve.

Estimated Date of Completion: 12/31/2018 First Year Budgeted: 18

Estimated Project Cost: $55,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
6004	315	Facility Reserve	$55,000	18

Project Data Streets

Project Number: 6005

Project Name: NE Damson Ave Reconstruction (C to Rose Streets)

Project Description: Local road reconstruction project to include sidewalk, water, and sewer improvements.

Image 28: NE Damson Street



Map 9: NE Damson Street



Project Justification: This project has been in the city's Transportation Improvement Plan for years. The roadway surface is past its useful life and needs to be reconstructed.

Project Status: FY 2017: Design work has started. FY 2019: The City will try to budget for and submit grants to fund the project at a level of $643,897.

Estimated Date of Completion: 12/31/2019 First Year Budgeted: 17

Estimated Project Cost: $643,897

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
6005	311	Street Improvement	$0.00	18

Project Data Streets

Project Number: 6006

Project Name: NE C Street (Larch to College Ave)

Project Description: Complete corridor reconstruction to include streets, water, sewer, and stormwater replacements/improvements.

Image 29: NE C Street



Map 10: NE C Street



Project Justification: This project has been in the city's Transportation Improvement Plan for years. The roadway surface is past its useful life and needs to be reconstructed.

Project Status: FY 2017: Design work has started. FY 2019: The City will try to budget for and submit grants to fund the project at a level of $2,955,454.

Estimated Date of Completion: 12/31/2019 First Year Budgeted: 17

Estimated Project Cost: $2,955,454

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
6006	311	Street Improvement	$0.00	18

Project Data Streets

Project Number: 6007

Project Name: NE Cedar Avenue (A to C Street)

Project Description: Street, sidewalk, and water reconstruction on Cedar Avenue from A to C Street

Image 30: NE Cedar St



Map 11: NE Cedar St



Project Justification: This project has been in the city's Transportation Improvement Plan for years. The roadway surface is past its useful life and needs to be reconstructed.

Project Status: FY 2017: Design work has started. FY 2019: The City will try to budget for and submit grants to fund the project at a level of $689,569.

Estimated Date of Completion: 12/31/2019 First Year Budgeted: 17

Estimated Project Cost: $689,569

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
6007	311	Street Improvement	$0.00	18
		Water Capital		
		Wastewater Capital		

Project Data Streets

Project Number: 6008

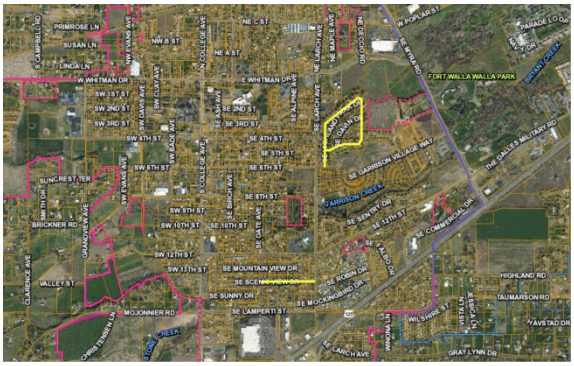
Project Name: 2019 Chipseal Program

Project Description: Planned annual chip seal program for Fiscal Year 2019.

Image 31: SE Scenicview Dr



Map 12: 2019 Chipseal Program



Project Justification: The City has an annual chipseal program funded by the REET I tax to preserve the condition of city streets.

Project Status: FY 2019: Budget $70,000 from REET I tax for the program.

Estimated Date of Completion: 8/31/2019 First Year Budgeted: 19

Estimated Project Cost: $70,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
6008	305	REET 1	$0.00	18

Project Data Streets

Project Number: 6009

Project Name: Vehicle #545 – Paver Replacement

Project Description: Replacement of Vehicle #545 Paver. .

Image 32: Paver



Project Justification: The existing paver is getting hard to maintain and needs to be replaced.

Project Status: FY 2019: Budget $50,000 out of the Equipment Reserve Fund.

Estimated Date of Completion: 8/31/2019 First Year Budgeted: 19

Estimated Project Cost: $50,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
6009	320	Equipment Reserve Fund	$0.00	18

Project Data Streets

Project Number: 6010

Project Name: SE 12th Street (College to Date)

Project Description: Street grind and overlay with water and sewer improvements. On SE 12th Street from College to Date.

Image 33: SE 12th Street



Map 13: SE 12th Street



Project Justification: This project is needed to keep 12th Street in acceptable condition. It has been cited in the city's Transportation Improvement Program for the past couple of fiscal years.

Project Status: FY 2020: The City will try to budget and pursue grants for this project which costs a grand total of $942,994.

Estimated Date of Completion: 12/31/2020 First Year Budgeted: 20

Estimated Project Cost: $942,994

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
6010	311	Street Improvement	$0.00	18
		Water Capital		
		Wastewater Capital		

Project Data Streets

Project Number: 6011

Project Name: 12th & Larch Street Intersection

Project Description: Identify, design, and construct preferred intersection configuration.

Image 34: 12th & Larch Intersection



Map 14: SE 12th Street



Project Justification: Traffic patterns at the 12th Street and Larch Avenue intersection have become problematic with increased population and the Meadowbrook Commercial District in the area.

Project Status: In FY 2017 the City obtained a $50,000 grant from the Community Economic Revitalization Board to conduct an engineering assessment on the intersection. FY 2020: The City will work to budget and obtain grants to fund $241,846 to redesign the intersection based on the engineering assessment work.

Estimated Date of Completion: 12/31/2020 First Year Budgeted: 17

Estimated Project Cost: $241,846

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
6011	311	Street Improvement	$66,666	18

Project Data Streets

Project Number: 6012

Project Name: 2020 Chipseal Program

Project Description: Planned annual chip seal program for Fiscal Year 2020. The following streets will be chipsealed:

- SE Lamperti (Larch to College Ave)
- NE Villa St (Alden to Dawson Ave)
- SW 2nd St (Davis St to Academy Way)
- NE Belroy (Westfair to Criscola)

Image 35: NE Belroy



Map 15: 2020 Chip Seal Streets



Project Justification: The City has an annual chipseal program funded by the REET I tax to preserve the condition of city streets.

Project Status: FY 2020: Budget $70,000 from REET I tax for the program.

Estimated Date of Completion: 8/31/2020 First Year Budgeted: 20

Estimated Project Cost: $70,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
6012	305	REET I	$0.00	18

Project Data Streets

Project Number: 6013

Project Name: Vehicle #306 - Mower

Project Description: Replacement lawn mower.

Image 36: Lawn Mower



Project Justification: The existing city lawn mower will reach its useful life by Fiscal Year 2020.

Project Status: FY 2020: Budget $18,000 from Equipment Reserve Fund.

Estimated Date of Completion: 8/31/2020 First Year Budgeted: 20

Estimated Project Cost: $18,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
6013	320	Equipment Reserve	$0.00	18

Project Data Streets

Project Number: 6014

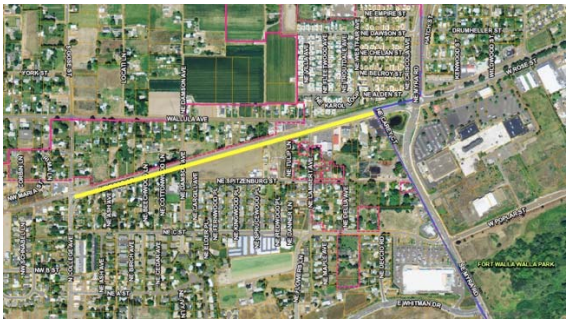
Project Name: Rose Street Lighting (College to Carey Ct)

Project Description: Continue College Avenue pedestrian street lighting on Rose Street between College Avenue and Carey Court.

Image 37: Street Lighting



Map 16: Rose Street



Project Justification: The multi-use path on the south side of Rose Street between College Avenue and Carey Court is very dark.

Project Status: FY 2020: The City will try to budget and pursue grants to fund the $350,000 project.

Estimated Date of Completion: 6/30/2020 First Year Budgeted: 20

Estimated Project Cost: $350,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
6014	311	Street Improvement	$0.00	18

Project Data Streets

Project Number: 6015

Project Name: Whitman & Larch & C & Larch Street Intersection Improvements

Project Description: Intersection improvements need to occur at Whitman & Larch as well as C Street & Larch.

Image 38: Whitman & Larch Intersection



Map 17: Larch Intersections



Project Justification: The C Street & Larch as well as the Whitman Dr & Larch intersections have become more dangerous over the last couple years due to an increase in nearby residences, commercial activity, and traffic volumes. An engineering analysis being conducted in FY 17-18 will indicate what improvements need to occur.

Project Status: FY 17: Preliminary Engineering Assessment funded by the Community Economic Revitalization Board at $66,666. FY 21: The City will try to budget and pursue grants to fund the intersection enhancements at $500,000.

Estimated Date of Completion: 12/31/2021 First Year Budgeted: 21

Estimated Project Cost: $566,666

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
6015	311	Street Improvement Fund	$66,666	18

Project Data Streets

Project Number: 6016

Project Name: SE Ash Ave (Whitman Drive to 4th Street)

Project Description: Street grind and overlay SE Ash Avenue from Whitman Drive to 4th Street.

Image 39: SE Ash Ave (Whitman to 4th)



Map 18: SE Ash Ave



Project Justification: The surface of Ash needs to be ground and overlaid to prevent further deterioration.

Project Status: FY 2021: The City will budget and pursue grants to complete the project estimated at a total of $181,709.

Estimated Date of Completion: 12/31/2021 First Year Budgeted: 21

Estimated Project Cost: $181,709

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
6016	311	Street Improvement	$0.00	18

Project Data Streets

Project Number: 6017

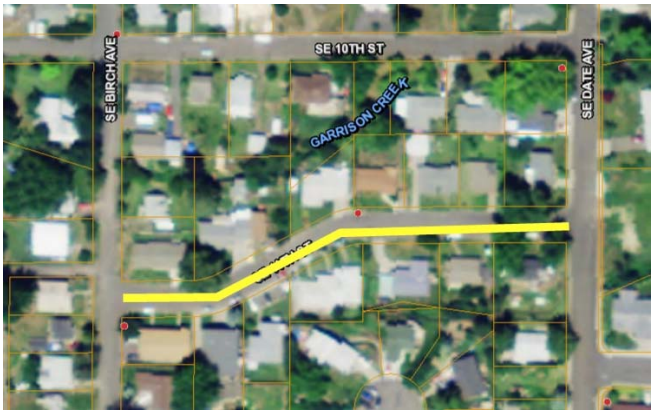
Project Name: SE 11th Street (Birch to Date Street)

Project Description: Grind and overlay SE 11th Street from Birch to Date with water and sewer improvements.

Image 40: SE 11th Street



Map 19: SE 11th Street



Project Justification: The street needs to be grinded and overlaid to prevent further deterioration.

Project Status: FY 2021: The City will budget and pursue grants to fund the project which is estimated to cost $772,771.

Estimated Date of Completion: 12/31/2021 First Year Budgeted: 21

Estimated Project Cost: $772,771

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
6017	311	Street Improvement	$0.00	18

Project Data Streets

Project Number: 6018

Project Name: 2021 Chipseal Program

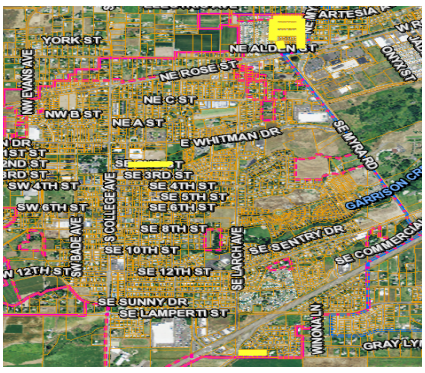
Project Description: The City funds a annual chip seal program for local streets with funds from the REET I tax. The following streets will be chip sealed in Fiscal Year 2021.

- NE Chelan (Westfair to Criscola)
- NE Criscola (Alden to Empire)
- NE Dawson (Westfair to Criscola)
- NE Empire (Westfait to Criscola)
- NE Omak (Belroy to Alden)
- NE Westfair (Alden to Empire)
- SE 2nd (Ash to Date)
- SE Bliss Lane

Image 41: SE 12th Street



Map 20: FY 2021 Chipseal



Project Justification: The City has an annual chipseal program funded by the REET I tax to preserve the condition of city streets.

Project Status: FY 2021: Budget $70,000 from REET I tax for the program.

Estimated Date of Completion: 8/31/2021 First Year Budgeted: 21

Estimated Project Cost: $70,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
6018	305	REET I	$0.00	18

Project Data Streets

Project Number: 6019

Project Name: Vehicle #209 – Shop Truck Replacement

Project Description: Replacement of Vehicle #209 – Shop Truck for Mechanic.

Image 42: Shop Truck



Project Justification: Vehicle #209 – Shop Truck is programmed for replacement in the FY 2021 Equipment Reserve Fund.

Project Status: FY 2021: The City will budget $30,000 for a replacement Shop Truck.

Estimated Date of Completion: 6/30/2021 First Year Budgeted: 21

Estimated Project Cost: $30,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
6019	320	Equipment Reserve	$0.00	18

Project Data Streets

Project Number: 6020

Project Name: Vehicle #501 – New Flatbed Dump Truck

Project Description: The replacement for the Vehicle #501 – New Flatbed Dump Truck will be funded in Equipment Replacement Fund by FY 2021.

Image 43: Replacement Flatbed Dump Truck



Project Justification: Vehicle #501 – Flatbed Dump Truck is projected to reach the end of its useful life in FY 2021.

Project Status: FY 2021: The City will budget $55,000 for a replacement flatbed dump truck.

Estimated Date of Completion: 8/31/2021 First Year Budgeted: 21

Estimated Project Cost: $55,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
6020	320	Equipment Reserve	$0.00	18

Project Data Streets

Project Number: 6021

Project Name: Vehicle #508 – Pickup Truck Replacement

Project Description: Vehicle #508 – Pickup Truck is projected to reach the end of its useful life in FY 2021.

Image 44: Replacement Pickup Truck



Project Justification: The Vehicle #508 – Pickup Truck is projected to reach the end of its useful life in FY 2021. The Equipment Replacement Fund will have replacement fully funded by this time.

Project Status: FY 2021: The City will budget $30,000 for a replacement pickup truck.

Estimated Date of Completion: 6/30/2021 First Year Budgeted: 21

Estimated Project Cost: $30,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
6021	320	Equipment Replacement	$0.00	18

Project Data Streets

Project Number: 6022

Project Name: SE Dewey Drive

Project Description: Full street and sidewalk reconstruction on Dewey Drive to include water and sewer improvements.

Image 45: SE Dewey Street



Map 21: SE Dewey Street



Project Justification: Dewey Street is projected to need full reconstruction by FY 2022.

Project Status: FY 2022: The City will budget and pursue grants to fund the project estimated at $920,507.

Estimated Date of Completion: 12/31/2022 First Year Budgeted: 22

Estimated Project Cost: $920,507

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
6022	311	Street Improvement	$0.00	18
		Water Capital		
		Wastewater Capital		

Project Data Streets

Project Number: 6023

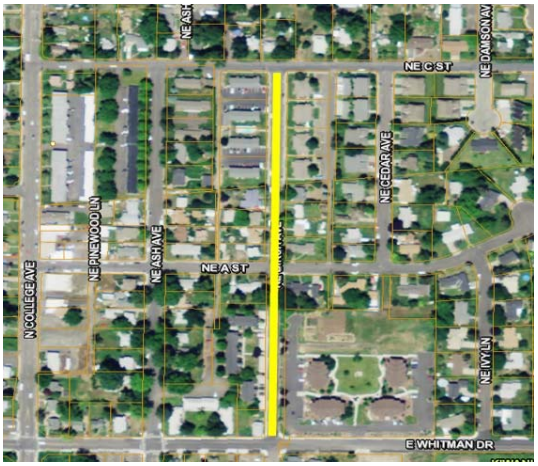
Project Name: SE Birch St (Whitman Dr to C Street)

Project Description: Full corridor reconstruction on SE Birch St from Whitman Dr to C Street to include street, sidewalk, water, and sewer improvements.

Image 46: SE Birch St (Whitman to C)



Map 22: SE Birch St (Whitman to C)



Project Justification: Birch Street needs full reconstruction in FY 2022.

Project Status: FY 2022: The City will budget and pursue grants to fund the project which is estimated to cost $1,500,085

Estimated Date of Completion: 12/31/2022 First Year Budgeted: 22

Estimated Project Cost: $1,500,085

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
6023	311	Street Improvement	$0.00	18
		Water Capital		
		Wastewater Capital		

Project Data Streets

Project Number: 6024

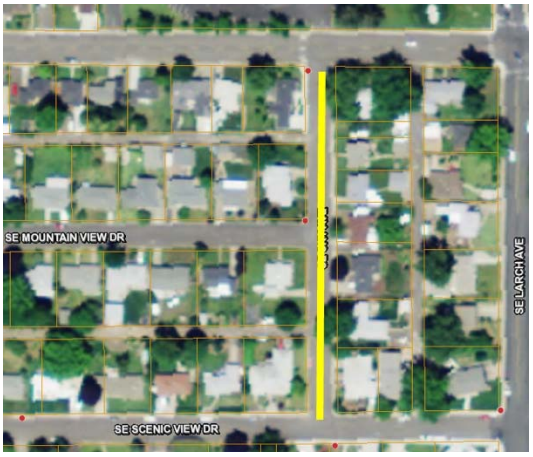
Project Name: SE Sky Ave (12th to Scenic View)

Project Description: Corridor reconstruction on SE Sky Ave from 12th Street to Scenic View Dr to include streets, sidewalks, water, and sewer improvements.

Image 47: SE Sky Ave



Map 23: SE Sky Ave Map



Project Justification: The street needs to be reconstructed based on the continued deterioration of base and pavement.

Project Status: FY 2022: The City will budget and pursue grants to fund the project which is estimated to cost $681,857.

Estimated Date of Completion: 12/31/2022 First Year Budgeted: 22

Estimated Project Cost: $681,857

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
6024	311	Street Improvement	$0.00	18
		Water Capital		
		Wastewater Capital		

Project Data Streets

Project Number: 6025

Project Name: 2022 Chipseal Program

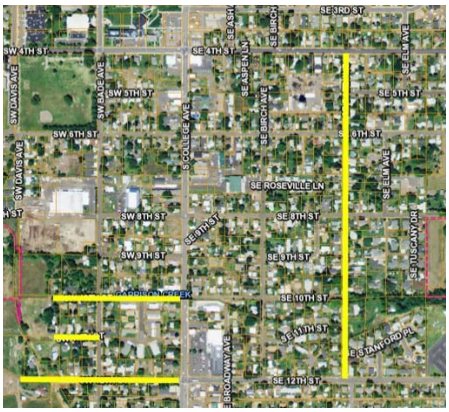
Project Description: The City funds an annual chip seal program for local streets with funds from the REET I tax. The following streets will be chip sealed in Fiscal Year 202.

- SE Date Ave (4th to 12th St)
- SW 10th St (College Ave to West Dead End)
- SW 11th St (Bade to West Dead End)
- SW 12th St (College Ave to proposed SW Davis Ext)

Image 48: SE Date Ave



Map 24: FY 2022 Chipseal



Project Justification: The City has an annual chipseal program funded by the REET I tax to preserve the condition of city streets.

Project Status: FY 2022: Budget $70,000 from REET I tax for the program.

Estimated Date of Completion: 8/31/2022 First Year Budgeted: 22

Estimated Project Cost: $70,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
6025	305	REET I	$0.00	22

Project Data Streets

Project Number: 6026

Project Name: Vehicle #510 – Pickup Truck Replacement

Project Description: Vehicle #510 – Pickup Truck is projected to reach the end of its useful life in FY 2022.

Image 49: Replacement Pickup Truck



Project Justification: The Vehicle #510 – Pickup Truck is projected to reach the end of its useful life in FY 2022. The Equipment Replacement Fund will have replacement fully funded by this time.

Project Status: FY 2022: The City will budget $35,000 for a replacement pickup truck.

Estimated Date of Completion: 6/30/2022 First Year Budgeted: 22

Estimated Project Cost: $35,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
6026	320	Equipment Replacement	$0.00	18

Project Number: 6027

Project Name: SE Meadowbrook Grind and Overlay

Project Description: Grind and overlay SE Meadowbrook Dr between Lamperti Dr and State Route 125.

Image 50: SE Meadowbrook Dr



Map 25: SE Meadowbrook Dr



Project Justification: The street needs to be grinded and overlaid to prevent further deterioration.

Project Status: FY 2023: The City will budget and pursue grants to fund the project which is estimated to cost $237,002.

Estimated Date of Completion: 12/31/2023 First Year Budgeted: 23

Estimated Project Cost: $237,002

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
6027	311	Street Improvement	$0.00	18

Project Data Streets

Project Number: 6028

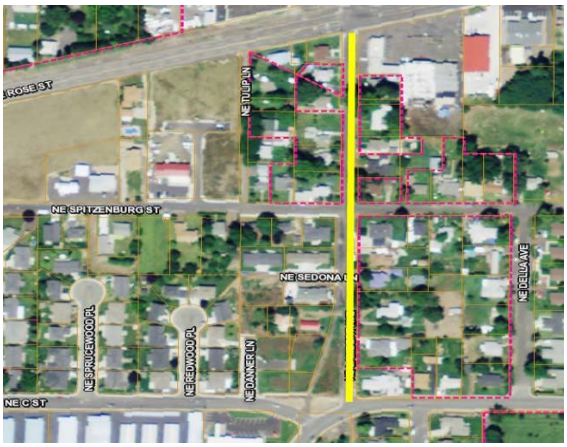
Project Name: Lambert Street Reconstruction (Rose to C Street)

Project Description: Corridor reconstruction on NE Lambert Street from Rose to C Street to include streets, sidewalks, water, and sewer improvements.

Image 51: NE Lambert St



Map 26: NE Lambert St



Project Justification: The street needs to be reconstructed based on the continued deterioration of base and pavement.

Project Status: FY 2023: The City will budget and pursue grants to fund the project which is estimated to cost $1,781,171

Estimated Date of Completion: 12/31/2023 First Year Budgeted: 23

Estimated Project Cost: $1,781,171

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
6028	311	Street Improvement	$0.00	18
		Water Capital		
		Wastewater Capital		

Project Data Streets

Project Number: 6029

Project Name: 2023 Chipseal Program

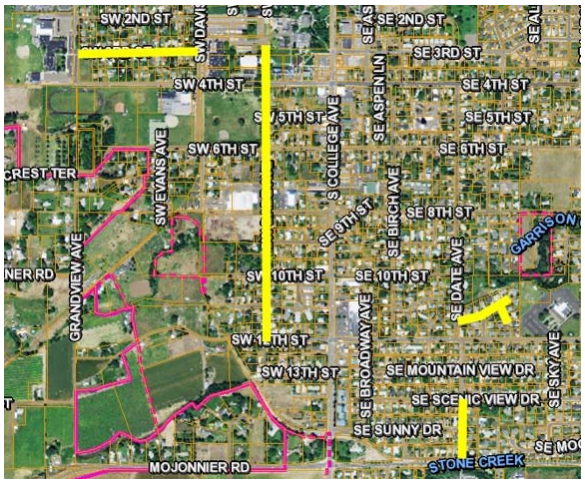
Project Description: The City funds an annual chip seal program for local streets with funds from the REET I tax. The following streets will be chip sealed in Fiscal Year 2023.

- SW Bade (3rd to 12th)
- SW 3rd St (Davis to Academy)
- SE Edgemont Ave (12th to Stanford)
- SE Central Ave (Scenic View to Valley View)
- SE Belmont Pl

Image 52: SW Bade Ave



Map 27: FY 2023 Chipseal



Project Justification: The City has an annual chipseal program funded by the REET I tax to preserve the condition of city streets.

Project Status: FY 2023: Budget $70,000 from REET I tax for the program.

Estimated Date of Completion: 8/31/2023 First Year Budgeted: 23

Estimated Project Cost: $70,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
6029	305	REET I	$0.00	18

Project Data Streets

Project Number: 6030

Project Name: Vehicle #504 – Pickup Truck Replacement

Project Description: Vehicle #504 – Pickup Truck is projected to reach the end of its useful life in FY 2023.

Image 53: Replacement Pickup Truck



Project Justification: The Vehicle #504 – Pickup Truck is projected to reach the end of its useful life in FY 2023. The Equipment Replacement Fund will have replacement fully funded by this time.

Project Status: FY 2023: The City will budget $35,000 for a replacement pickup truck.

Estimated Date of Completion: 6/30/2023 First Year Budgeted: 23

Estimated Project Cost: $35,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
6030	320	Equipment Replacement	$0.00	18

Project Data Streets

Project Number: 6031

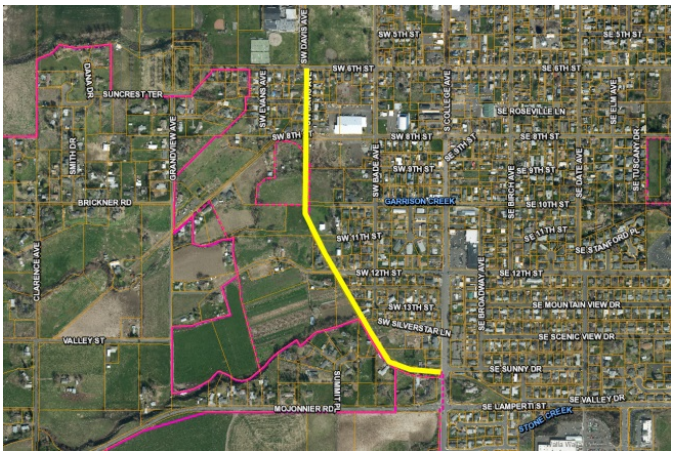
Project Name: Davis Street Extension (6th Street to College/Sunny Intersection)

Project Description: This project would entail construction of an arterial roadway between Sixth and the College/Sunny intersection. This would include water, wastewater, and stormwater.

Image 54: SE Davis Street



Map 28: SE Davis St Extension



Project Justification: This street is needed to alleviate congestion on College Avenue. This project has been on the ten year Transportation Improvement Plan.

Project Status: FY 2023: The City will budget and pursue grants to fund the project which is estimated to cost $6,544,910.

Estimated Date of Completion: 12/31/2025 First Year Budgeted: 23

Estimated Project Cost: $6,544,910

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
6031	311	Street Improvement	$0.00	18
		Water/Wastewater Capital		

Project Data Streets

Project Number: 6032

Project Name: City Public Works Yard Upgrade

Project Description: Pave areas between gas pumps and buildings and rehab buildings.

Map 29: Public Works Yard



Project Justification: Little update work has occurred at the Public Works facility.

Project Status: FY 2023: The City will pursue grants and try to budget $200,000 toward renovation work.

Estimated Date of Completion: 12/31/2023 First Year Budgeted: 23

Estimated Project Cost: $200,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
6032	311	Facility Reserve	$0.00	18

VIII. G. Public Works Department - Wastewater Project Data Sheets



Project Data Wastewater

Project Number: 7001

Project Name: Alley South of Sixth Street between Birch & Date

Project Description: Replace sewer main.

Image 55: Alley



Map 30: Alley on 6th between Birch and Date



Project Justification: The wastewater main is deteriorated to the point where it needs to be replaced.

Project Status: FY 2018: Budget $40,000 from Wastewater Capital Reserve Fund to replace wastewater main.

Estimated Date of Completion: 8/31/2018 First Year Budgeted: 18

Estimated Project Cost: $40,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
7001	411	Wastewater Capital Reserve	$40,000	18

Project Data Wastewater

Project Number: 7002

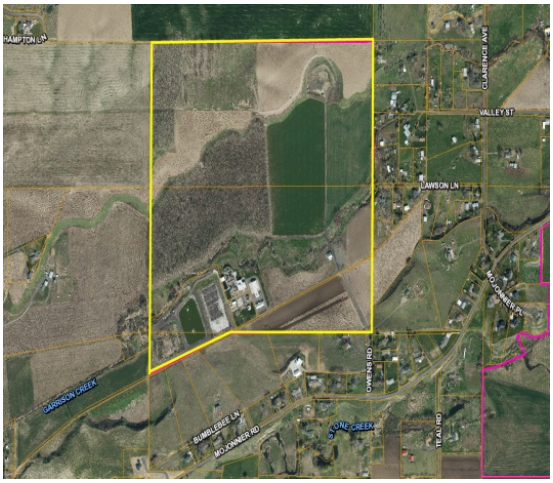
Project Name: Influent screen at the Wastewater Treatment Plant

Project Description: Replace influent screen.

Image 56: Influent Screen



Map 31: Wastewater Treatment Plant



Project Justification: The influent screen is at the end of its useful life and needs to be replaced.

Project Status: FY 2018: Budget $150,000 out of the Wastewater Capital Reserve Fund to replace influent screen.

Estimated Date of Completion: 8/31/2018 First Year Budgeted: 18

Estimated Project Cost: $150,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
7002	411	Wastewater Capital Reserve	$150,000	18

Project Data Wastewater

Project Number: 7003

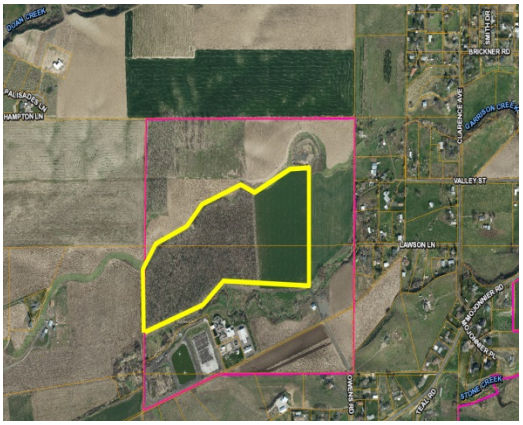
Project Name: Poplar Tree Removal at Wastewater Treatment Plant

Project Description: Remove Poplar Trees.

Image 57: Poplar Tree Farm



Map 32: Wastewater Treatment Plant



Project Justification: The poplar trees are mature and need to be removed so this land can be used for land application for Class B water from Wastewater Treatment Plant.

Project Status: FY 2018: Budget $150,000 from the Wastewater Fund. FY 2019: Budget $150,000 from the Wastewater Fund.

Estimated Date of Completion: 12/31/2019 First Year Budgeted: 18

Estimated Project Cost: $300,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
7003	401	Wastewater	$150,000	18

Project Data Wastewater

Project Number: 7004

Project Name: Wastewater Treatment Plant Improvements

Project Description: The existing permit the City Wastewater Treatment Plant operates under expires in 2019. JUB Engineering is completing a Wastewater Facility Plan in FY 2017 which outlines options the City can pursue to meet conditions of the new permit. This is merely a estimate.

Image 58: Wastewater Treatment



Map 33: Wastewater Treatment Plant



Project Justification: Improvements need to be made to the Wastewater Treatment Plant to satisfy various new conditions for the Wastewater Permit to be issued by the State Department of Ecology in FY 2019. JUB Engineering is working on various options through the wastewater facility plan. FY 18 thru FY 22. A early estimate is $25 million.

Project Status: FY 2018 thru 2022. Budget and pursue grants to upgrade the Wastewater Treatment Plant for $25,000,000.

Estimated Date of Completion: 12/31/2019 First Year Budgeted: 18

Estimated Project Cost: $300,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
7004	411	Wastewater Capital	$300,000	18

Project Data Wastewater

Project Number: 7005

Project Name: Alley Between 9th and 10th from College to Bade Sanitary Sewer Lining Project.

Project Description: Sewer main lining.

Image 59: Alley between 9th and 10th



Map 34: Alley between 9th and 10th



Project Justification: The wastewater main needs to be lined to prevent further deterioration.

Project Status: FY 2019: Budget $100,000 from the Wastewater Capital Reserve fund to line the main.

Estimated Date of Completion: 8/31/2019 First Year Budgeted: 19

Estimated Project Cost: $100,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
7005	411	Wastewater Capital Reserve	$0.00	18

Project Data Wastewater

Project Number: 7006

Project Name: Sanitary Sewer Lining Project

Project Description: Sewer main lining.

Project Justification: The wastewater main needs to be lined to prevent further deterioration.

Project Status: FY 2019: Budget $200,000 from the Wastewater Capital Reserve fund to line the main.

Estimated Date of Completion: 9/30/2019 First Year Budgeted: 19

Estimated Project Cost: $200,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
7006	411	Wastewater Capital Reserve	$0.00	18

Project Data Wastewater

Project Number: 7007

Project Name: Alley of 8th & 9th between College & Bade.

Project Description: Replace sewer main and services.

Image 60: Alley between 9th and 8th



Map 35: Alley between 8th and 9th



Project Justification: The wastewater main needs to be replaced due to deterioration.

Project Status: FY 2019: Budget $100,000 from the Wastewater Capital Reserve fund to replace the main and services.

Estimated Date of Completion: 8/31/2019 First Year Budgeted: 19

Estimated Project Cost: $100,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
7007	411	Wastewater Capital Reserve	$0.00	18

Project Data Wastewater

Project Number: 7008

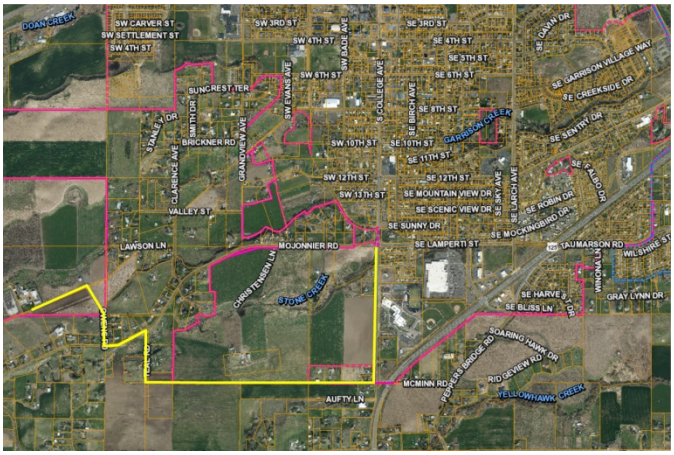
Project Name: Southwest College Place Trunkline and Lift Station

Project Description: Develop a regional wastewater trunk line and lift station to serve Southwest College Place including McKiernan/Christianson area, Peppers Bridge Rd, Meadowbrook, and High School area.

Image 61: Southwest College Place



Map 36: Projected route of Trunk Line



Project Justification: Wastewater infrastructure serving Meadowbrook area is not sized large enough to handle future development. Lion's share of cost will be borne by developers.

Project Status: FY 2019: Estimated city share of projected could be around $500,000.

Estimated Date of Completion: 8/31/2021 First Year Budgeted: 19

Estimated Project Cost: $3,500,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
7008	411	Wastewater Capital Reserve	$0.00	18

Project Data Wastewater

Project Number: 7009

Project Name: Dewey Drive Sewer Lining

Project Description: Lining of sewer main.

Image 62: Dewey Drive



Map 37: Dewey Drive



Project Justification: The wastewater main needs to be lined to prevent further deterioration.

Project Status: FY 2020: Budget $100,000 from the Wastewater Capital Reserve fund to line the main.

Estimated Date of Completion: 8/31/2020 First Year Budgeted: 20

Estimated Project Cost: $100,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
7009	411	Wastewater Capital Reserve	$0.00	18

Project Data Wastewater

Project Number: 7010

Project Name: Vehicle #701 - Vactor

Project Description: Vehicle #504 – Vactor is projected to reach the end of its useful life in FY 2020.

Image 63: Vactor



Project Justification: The Vehicle #701 – Vactor is projected to reach the end of its useful life in FY 2020. The Equipment Replacement Fund will have replacement fully funded by this time.

Project Status: FY 2020: The City will budget $300,000 for a replacement vactor.

Estimated Date of Completion: 8/31/2020 First Year Budgeted: 20

Estimated Project Cost: $300,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
7010	330	Equipment Replacement	$0.00	18

Project Data Wastewater

Project Number: 7011

Project Name: Vehicle #702 – Skid Steer

Project Description: Skid Steer Replacement.

Image 64: Skid Steer



Project Justification: The Vehicle #702 – Skid Steer is projected to reach the end of its useful life in FY 2020.

Project Status: FY 2020: The City will budget $100,000 for a replacement skid steer.

Estimated Date of Completion: 8/31/2020 First Year Budgeted: 20

Estimated Project Cost: $100,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
7011	411	Wastewater Capital Reserve	$0.00	18

Project Data Wastewater

Project Number: 7012

Project Name: Sanitary Sewer Lining Project

Project Description: Sewer main lining.

Project Justification: The wastewater main needs to be lined to prevent further deterioration.

Project Status: FY 2021: Budget $200,000 from the Wastewater Capital Reserve fund to line the main.

Estimated Date of Completion: 8/31/2021 First Year Budgeted: 21

Estimated Project Cost: $200,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
7012	411	Wastewater Capital Reserve	$0.00	18

Project Data Wastewater

Project Number: 7013

Project Name: Mountainview/ScenicView Sewer Lining Project.

Project Description: Sewer main lining.

Image 65: Alley



Map 38: Alley



Project Justification: The wastewater main needs to be lined to prevent further deterioration.

Project Status: FY 2022: Budget $130,000 from the Wastewater Capital Reserve fund to line the main.

Estimated Date of Completion: 9/30/2022 First Year Budgeted: 22

Estimated Project Cost: $130,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
7013	411	Wastewater Capital Reserve	$0.00	18

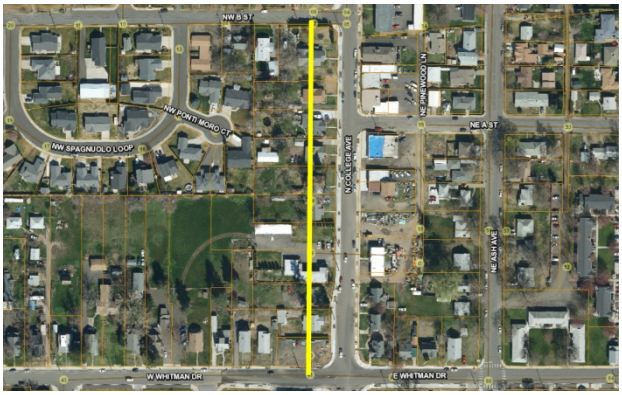
Project Data Wastewater

Project Number: 7014

Project Name: Sewer Main Lining Project – Backyards of College Avenue between Whitman Drive and B Street.

Project Description: Sewer main lining.

Map 39: Sanitary Line West Side of College between Whitman and B Street



Project Justification: The wastewater main needs to be lined to prevent further deterioration.

Project Status: FY 2022: Budget $160,000 from the Wastewater Capital Reserve fund to line the main.

Estimated Date of Completion: 8/31/2022 First Year Budgeted: 22

Estimated Project Cost: $160,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
7014	411	Wastewater Capital Reserve	$0.00	18

Project Data Wastewater

Project Number: 7015

Project Name: SE 11th Street Sewer Main Replacement Project (Birch to Date)

Project Description: Sewer main replacement.

Image 66: 11th Street



Map 40: 11th Street



Project Justification: The wastewater main needs to be lined to prevent further deterioration.

Project Status: FY 2023: Budget $140,000 from the Wastewater Capital Reserve fund to line the main.

Estimated Date of Completion: 9/30/2023 First Year Budgeted: 23

Estimated Project Cost: $140,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
7015	411	Wastewater Capital Reserve	$0.00	18

Project Data Wastewater

Project Number: 7016

Project Name: Vehicle #710 – Wastewater Utility Vehicle Replacement

Project Description: Vehicle #710 – Wastewater Utility Vehicle Replacement.

Image 67: Utility Vehicle



Project Justification: The Vehicle #710 – Utility Vehicle is projected to reach the end of its useful life in FY 2023. The Wastewater Capital Reserve Fund will have replacement fully funded by this time.

Project Status: FY 2023: The City will budget $45,000 for a replacement pickup truck.

Estimated Date of Completion: 8/31/2023 First Year Budgeted: 23

Estimated Project Cost: $45,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
7016	411	Wastewater Capital Reserve	$0.00	18

Project Data Wastewater

Project Number: 7017

Project Name: Vehicle #720 – Sewer Camera System Truck

Project Description: Sewer Camera System Truck Replacement.

Image 68: Sewer Camera Truck



Project Justification: The Vehicle #720 – Sewer Camera System Truck is slated to reach the end of its useful life in FY 2023.

Project Status: FY 2023: The City will budget $50,000 for a replacement sewer camera truck.

Estimated Date of Completion: 8/30/2023 First Year Budgeted: 23

Estimated Project Cost: $50,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
7017	411	Wastewater Capital Reserve	$0.00	18

VIII. H. Public Works Department - Water Project Data Sheets



Project Data Water

Project Number: 8001

Project Name: Well No. 2 Relocation

Project Description: Consolidation of water rights; reconstruction of new well shaft and well-house and installation of pump, motor controls, and appurtenant equipment and facilities to replace Well No. 2; decommissioning of existing Well No. 2.

Image 69: Well



Project Justification: In FY 2017 the City contracted with Keller Engineering to examine why the wellhead and pump is lifting off of the base in the well house. The consultant recommended abandoning the well and drilling a new one due to seismic issues.

Project Status: FY: 2017 the City contracted with Keller Engineering to determine if existing Well No. 2 can be salvaged. The City is going to the bond market for $4 million for water system improvements. FY 2018 thru 2019 the City plans to locate and drill a replacement Well No. 2 for $2,614,892.91.

Estimated Date of Completion: 3/31/2019 First Year Budgeted: 17

Estimated Project Cost: $2,614,892.91

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
8001	???	Revenue Bond	$2,614,892.91	18

Project Data Water

Project Number: 8002

Project Name: Well No. 1 Relocation

Project Description: Construction for well shaft and well house with pump, motor and controls, and ancillary equipment/facilities to replace Well No. 1 construction of 4500 ft of 12" water main to include boring under SR 125.

Image 70: Well



Map 41: Well No 1. Proposed Location



Project Justification: In FY 2016 Well No. 1. stopped working due to a bent well shaft that cannot be fixed due to seismic issues. It must be relocated.

Project Status: FY 2018: The project is estimated at $4,523,302. This project is dependent on getting a DWSRF Loan from the State Department of Health which is allocated to the City but cannot be awarded until the State passes a Capital Budget.

Estimated Date of Completion: 11/30/2019 First Year Budgeted: 19

Estimated Project Cost: $4,523,302

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
8002	???	DWSRF Loan	$0.00	18

Project Data Water

Project Number: 8003

Project Name: Acquisition of Water Rights

Project Description: Acquisition of additional water rights as they become locally available.

Project Justification: The City has enough water rights for current population density for the next fifteen to twenty years but needs additional to grow.

Project Status: FY 2017: The City purchased water rights from Mr. Ralph Broetje for $1,459,450. It is purchased on a payment plan. The first year cost is $754,000.

Estimated Date of Completion: 12/31/2020 First Year Budgeted: 18

Estimated Project Cost: $1,454,450

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
8003	???	Revenue Bond	$754,000	18

Project Data Water

Project Number: 8004

Project Name: HVAC Replacement at Water Shop

Project Description: Replacement of HVAC system at the Water Shop

Map 42: Public Works Yard



Project Justification: The HVAC system at the Water Shop is falling apart and we need to keep the facility cool as water system equipment which is temperature sensitive is at the facility.

Project Status: FY 2018: Budget $8,500 from the Water Capital Reserve Fund to this project.

Estimated Date of Completion: 9/15/18 First Year Budgeted: 18

Estimated Project Cost: $8,500

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
8004	413	Water Capital Reserve	$8,500	18

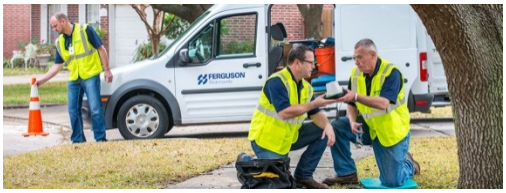
Project Data Water

Project Number: 8005

Project Name: Radio Read Metering Transition

Project Description: Complete radio read for meter reading.

Image 71: Water Meter



Project Justification: Some of the existing water meters must be manually read. This would move the system to a radio system that would help to capture leak information and improve accuracy. Will help us satisfy our water system plan goal of conservation.

Project Status: FY 2018: Budget $150,000 from the Water Capital Reserve Fund to this project.

Estimated Date of Completion: 12/31/18 First Year Budgeted: 18

Estimated Project Cost: $150,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
8005	413	Water Capital Reserve	$150,000	18

Project Data Streets

Project Number: 8006

Project Name: Vehicle #602 - Backhoe

Project Description: Replace backhoe that is at the end of its useful life.

Image 72: Backhoe



Project Justification: Backhoe is at the end of its useful life.

Project Status: FY 2018: Budget $125,000 for replacement backhoe.

Estimated Date of Completion: 8/31/2018 First Year Budgeted: 18

Estimated Project Cost: $125,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
8006	413	Water Capital Reserve	$125,000	18

Project Data Water

Project Number: 8007

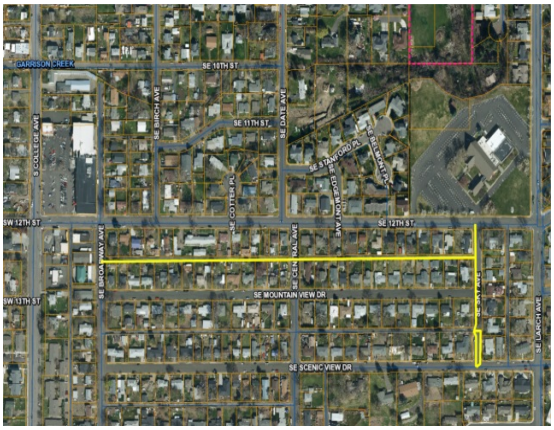
Project Name: Replacement of water main in Sky Ave and Alley between 12th and Mountain View.

Project Description: Replace existing steel water main and services.

Image 73: Sky Avenue



Map 43: Map of Sky Ave and Alley



Project Justification: The City needs to replace steel water lines as it is weaker material.

Project Status: FY 2019: Budget $250,000 from the Water Capital Reserve fund to line the main.

Estimated Date of Completion: 9/30/2019 First Year Budgeted: 19

Estimated Project Cost: $250,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
8007	413	Water Capital Reserve	$0.00	18

Project Data Water

Project Number: 8008

Project Name: Replacement of water main in Dewey Dr between 12th St and Larch Ave

Project Description: Replace existing steel water main and services.

Image 74: Dewey Dr



Map 44: Map of Dewey Dr



Project Justification: The City needs to replace steel water lines as it is weaker material.

Project Status: FY 2020: Budget $150,000 from the Water Capital Reserve fund to line the main.

Estimated Date of Completion: 9/30/2020 First Year Budgeted: 20

Estimated Project Cost: $150,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
8008	413	Water Capital Reserve	$0.00	18

Project Data Water

Project Number: 8009

Project Name: Replacement of water main in Birch St between 2nd and 4th Streets.

Project Description: Replace existing steel water main and services.

Image 75: Birch St



Map 45: Map of Birch St



Project Justification: The City needs to replace steel water lines as it is weaker material.

Project Status: FY 2021: Budget $140,000 from the Water Capital Reserve fund to line the main.

Estimated Date of Completion: 9/30/2021 First Year Budgeted: 21

Estimated Project Cost: $140,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
8009	413	Water Capital Reserve	$0.00	18

Project Data Water

Project Number: 8010

Project Name: Vehicle #603 – Pickup Truck Replacement

Project Description: Vehicle #603 – Pickup Truck is projected to reach the end of its useful life in FY 2021.

Image 76: Replacement Pickup Truck



Project Justification: The Vehicle #603 – Pickup Truck is projected to reach the end of its useful life in FY 2021. The Water Capital Reserve Fund will have replacement fully funded by this time.

Project Status: FY 2021: The City will budget $30,000 for a replacement pickup truck.

Estimated Date of Completion: 6/30/2021 First Year Budgeted: 21

Estimated Project Cost: $30,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
8010	413	Water Capital Replacement	$0.00	18

Project Data Water

Project Number: 8011

Project Name: Replacement of water main in 6th St Between College Ave and Date Ave.

Project Description: Replace existing steel water main and services.

Image 77: 6th Ave



Map 46: Map of 6th Ave



Project Justification: The City needs to replace steel water lines as it is weaker material.

Project Status: FY 2022: Budget $150,000 from the Water Capital Reserve fund to line the main.

Estimated Date of Completion: 9/30/2022 First Year Budgeted: 22

Estimated Project Cost: $150,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
8011	413	Water Capital Reserve	$0.00	18

Project Data Water

Project Number: 8012

Project Name: Replacement of water main on 11th Street between Birch and Date.

Project Description: Replace existing steel water main and services.

Image 78: 11th Street



Map 47: Map of 11th Street



Project Justification: The City needs to replace steel water lines as it is weaker material.

Project Status: FY 2023: Budget $80,000 from the Water Capital Reserve fund to line the main.

Estimated Date of Completion: 9/30/2023 First Year Budgeted: 23

Estimated Project Cost: $80,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
8012	413	Water Capital Reserve	$0.00	18

Project Data Water

Project Number: 8013

Project Name: Vehicle #601 – Water Utility Truck Replacement

Project Description: Vehicle #601 – Water Utility Truck is projected to reach the end of its useful life in FY 2023.

Image 79: Replacement Pickup Truck



Project Justification: The Vehicle #601 – Water Utility Truck is projected to reach the end of its useful life in FY 2023. The Water Capital Reserve Fund will have replacement fully funded by this time.

Project Status: FY 2023: The City will budget $45,000 for a replacement pickup truck.

Estimated Date of Completion: 8/30/2023 First Year Budgeted: 23

Estimated Project Cost: $45,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
8013	413	Water Capital Replacement	$0.00	8

Project Data Water

Project Number: 8014

Project Name: Vehicle #610 – Pickup Truck Replacement

Project Description: Vehicle #610 – Pickup Truck is projected to reach the end of its useful life in FY 2023.

Image 80: Replacement Pickup Truck



Project Justification: The Vehicle #610 – Pickup Truck is projected to reach the end of its useful life in FY 2023. The Water Capital Reserve Fund will have replacement fully funded by this time.

Project Status: FY 2023: The City will budget $35,000 for a replacement pickup truck.

Estimated Date of Completion: 6/30/2023 First Year Budgeted: 23

Estimated Project Cost: $35,000

Funding Data:

Project No.	Fund No.	Fund Name	Amount	FY
8014	413	Water Capital Replacement	$0.00	18

Appendix A: Glossary



Allocation: To set aside or designate funds for specific purposes. An allocation does not authorize the expenditure of funds.

Appropriation: An authorization made by the City Council for expenditures against the City's Annual Budget. Appropriations are usually made for fixed amounts and are typically granted for a one-year period.

Assessed Value (AV): The fair market value of both real (land and building) and personal property as determined by the Walla Walla County Assessor's Office for the purpose of setting property taxes.

Assets: Property owned by a government which has monetary value.

Bond: A written promise to pay (debt) a specified sum of money (principal or face value) at a specified future date (the maturity date(s) along with periodic interest paid at a specified percentage of the principal (interest rate).

Budget (Operating): A plan of financial operation embodying an estimate of proposed expenditures for a given period (typically a fiscal year) and the proposed means of financing them (revenue estimates). The term is also sometimes used to denote the officially approved expenditure ceilings under which a government and its departments operate.

Capital Budget: A plan of proposed capital expenditures and the means of financing them. The capital budget may be enacted as part of the complete annual budget including both operating and capital outlays.

Capital Expenditure: Expenditure resulting in the acquisition of or addition to the City's Current Expense fixed assets.

Capital Facilities Plan: A plan for capital expenditures to be incurred each year over a fixed project, identifying the expected beginning and ending date for each project, the amount to be expended n each year, and the method of financing those expenditures. A Capital Facilities Plan consists of Capital Facility project items only.

Capital Improvement: A project to create, expand, or modify a capital facility. The project may include design, permitting, environmental analysis, land acquisition, construction, landscaping, site improvements, initial furnishings, and equipment. The project cost must exceed $5,000.

Concurrency: In growth management terms, capital facilities have to be finished and in place at the time or within a reasonable time period following the impact of development.

Debt Capacity: The amount of money a jurisdiction can legally afford to borrow.

Debt Service: Payment of interest and principal to holders of a government's debt instruments.

Equipment: Vehicles, tools, and information technology items above $5,000 in cost. These items comprise the City of College Place's Equipment Replacement Plan which is coupled with Capital Facilities to comprise the Capital Improvement Plan.

Federal Aid to Urban Systems (FAUS): A grant received for improvements to the City's transportation network.

Fund Balance: The excess of an entity's assets over its liabilities.

Hydrants: Connection or placement of new hydrants as necessary.

Hydraulic Modeling: Use of a mathematical model to determine the size of water line based on the volume of water passing through the line.

Grant: A funding source provided by the State or Federal government.

Groundwater Protection Plans: Update and develop groundwater protection plans to ensure that drinking water supplies are protected from potential contamination from activities in the surrounding areas.

Illumination: Decorative street lighting along the frontage of streets to provide uniformly and increased safety.

Intersections at Grade: Where a road or street meets or crosses at a common grade or elevation with another road or street.

Level of Service: A quantifiable measure of the amount of public facility that is provided. Typically, measures of levels of service are expressed as ratios of facility capacity to demand (ex: actual or potential users).

Local Improvement Districts (LID): A mechanism to pay for improvements (ex: streets, sidewalks, utilities) that directly benefit the property owner.

Medians: A space or island between two opposing lanes of traffic.

Pavement: Construction of new travel lanes during road widening.

Pedestrian Crossings: A marked area across a roadway that allows for safe passage of pedestrians and bicyclists.

Pervious or Porous Pavement: A permeable pavement surface with a stone reservoir underneath. The reservoir temporarily stores surface runoff before infiltrating it into the subsoil. Runoff is thereby infiltrated directly into the soil and receives some water quality treatment.

Raised Pavement Markings: Used to define the boundary between opposing traffic flows and traffic lanes.

Rates: The existing rate of the various utilities sufficient to pay for the cost of projects.

Real Estate Excise Tax (REET): The City of College Place charges ½% tax on all real estate transactions to fund capital improvements.

Roadside Planting: Grass, trees, shrubs, and other forms of vegetation, include irrigation.

Reservoirs: Storage facility for water based on life-cycle costing and evaluation of options.

Roundabouts: Possible installation at each intersection of circular intersections with specific design and traffic control features.

SEPA Mitigation Fees: Fees charged to “long plats” or new major developments for their direct impact on the system. SEPA mitigation measures must be related to a specific adverse impact identified in the environmental analysis of a project. The impact may be to the natural or built environment.

Sidewalks: A walk for pedestrians at the side of the street and part of the frontage improvements at intersections and approaches to the intersections.

Signage: Any of a group of posted commands, warnings, and directions.

Street Furniture: Consists of items such as benches, trash receptacles, bicycle racks, etc.

Striping: Applying painted lines or necessary instructional signage on pavement surfaces.

Traffic Control Signals: Installation of automated traffic signal devices at the intersection.

Transportation Benefit District (TBD): The College Place City Council makes up the TBD Board, enacted by City Council in 2017.

Under Grounding: Utility lines (electrical, fiber optics) buried underground, except high voltage lines.

Valves: Mechanical devices by which the flow of water may be started, stopped, or regulated as necessary.

Vaults: Structures that provide access to underground valves and pumps with the connection of new water pipes.

Voted: Voted debt requires the citizens’ vote for approval to increase property taxes to pay for the project.

Water Lines: Water supply pipe that connects the water storage source to lines located at the street.

Water Quality and Treatment: Use various technologies to ensure safety of the City’s water storage systems.

Water Rights: Legal authorization to put water to beneficial use.

Water System Structures and Equipment: In conjunction with reservoirs, including booster pump stations. Includes castings, manholes, inlets, and covers.

Wells: Drill and develop new wells as needed to ensure adequate future water supplies.

2018 College Place Budget Calendar	State Law Time Limitations	Actual Statutory 2017 Date / Deadline	Date	2017 Public Hearing Ad Date(s)
Finance Director prepares budget worksheets for each department			6/1/17-7/10/17	
1. Request by clerk to all department heads and those in charge of municipal offices to prepare detailed estimates of revenues and expenditures for next fiscal year (calendar year). RCW 35A.33.030.	By second Monday in September.	9/11/2017	7/11/2017	
Budget Training for Department Heads and pertinent staff			7/12/2017	
Department heads complete budget worksheets and narratives			7/11/17-7/31/17	
Finance Director prepares revenues budget			7/11/17-7/31/17	
2. Estimates are to be filed with the clerk. RCW 35A.33.030.	By fourth Monday in September	9/25/2017	7/31/2017	
Department heads submit budget narratives to Finance Director			7/31/2017	
Finance Director compiles department budget requests into proposed preliminary budget			8/1/17-9/4/17	
Administrator compiles capital request forms into Capital Improvement Plan			8/1/17-9/4/17	
Finance Director prepares payroll and capital budget components			8/1/17-9/4/17	
City Administrator and Finance Director meet with individual department heads			8/18/17-8/25/17	
3. Estimates are presented to the chief administrative officer (CAO) for modifications, revisions or additions. Clerk must submit to CAO proposed preliminary budget setting forth the complete financial program, showing expenditures requested by each department and sources of revenue by which each such program is proposed to be financed. RCW 35A.33.050.	On or before the first business day in the third month prior to beginning of the fiscal year.	10/2/2017	9/12/2017	
Budget Workshop with Council and Department Heads			**9/14/2017 (workshop)**	
Finance Director prepares powerpoint presentation for revenue sources, department requests, and property tax levy presentation to council			9/15/17-9/25/17	
4. CAO provides the legislative body with current information on estimates of revenues from all sources as adopted in the budget for the current year. CAO also provides the legislative body with the clerk's proposed preliminary budget setting forth the complete financial program, showing expenditures requested by each department and sources of revenue by which each such program is proposed to be financed. RCW 35A.33.135.	No later than the first Monday in October.	10/2/2017	**9/26/2017 (council meeting)**	10/3/2017
5. The legislative body must hold a public hearing on revenue sources for the coming year's budget, including consideration of possible increases in property tax revenues. RCW 84.55.120. After the hearing, a city may choose to pass an ordinance at the same meeting authorizing a property tax increase in terms of dollars and percent to comply with Referendum 47. **(Property Tax Levy Hearing)**	Before legislative body votes on property tax levy. Deadlines for levy setting are in item 8 below.		**10/10/2017 (council meeting)**	
Finance Director and City Administrator meet with department heads to develop CIP			10/11/17-10/13/17	
Finance Director and City Administrator review/prioritize/balance the budget			10/12/17-10/17/17	
Finance Director and City Administrator develop CIP			10/16/17-10/20/17	
Finance Director prepares preliminary budget powerpoint presentation			10/18/17-10/24/17	
City Administrator prepares budget message/fund cover sheets for budget book			10/18/17-10/20/17	
Finance Staff assemble preliminary budget books for council			10/20/17-10/23/17	
6. CAO prepares preliminary budget and budget message and files with the city clerk. RCW 35A.33.052.	At least 60 days before the ensuing fiscal year.	11/1/2017	11/1/2017	
7. Clerk publishes notice that preliminary budget has been filed and publishes notice of public hearing on final budget once a week for two consecutive weeks. RCW 35A.33.060.	No later than the first two weeks in November.	November 1 through November 12 (suggested)	11/14/17 and 11/21/17	
8. Setting property tax levies. Ch. 52, Laws of 2005, HB 1048 and RCW 84.52.070.	November 30 for all cities and towns.	11/30/2017	**10/10/2017 (council meeting)**	10/17/2017
9. The legislative body, or a committee thereof, must schedule hearings on the budget or parts of the budget and may require the presence of department heads. RCW 35A.33.055. **(Preliminary Budget Hearing)**	Prior to the final hearing.	November 2 through 27 (suggested)	**10/24/2017 (council meeting)**	
10. Copies of proposed (preliminary) budget made available to the public. RCW 35A.33.052.	No later than six weeks before January 1.	11/20/2017	10/24/2017	
Finance Director and City Administrator make adjustments to budget (large adjustments may consist of capital projects being removed from the budget based on grant funding application results to be received in November)			10/25/17-11/27/17	
Finance Director prepares powerpoint presentation of budget changes between preliminary and final hearings for council			10/25/17-11/27/17	11/14/17 and 11/21/17

2018 College Place Budget Calendar	State Law Time Limitations	Actual Statutory 2017 Date / Deadline	Date	2017 Public Hearing Ad Date(s)
11. **Final hearing** on proposed budget. RCW 35A.33.070.	On or before first Monday of December, and may be continued from day-to-day but no later than the 25th day prior to next fiscal year (December 7).	12/5/2017	**11/28/2017 (council meeting)**	
Budget Review with Finance Committee			**12/4/2017 (committee mtg.)**	
Finance Director prepares powerpoint presentation of budget changes between final hearing and adoption of budget for council (if necessary)			11/29/17-12/11/17	
12. Adoption of budget for 2018. RCW 35A.33.075.	Following the public hearing and prior to beginning of the ensuing fiscal year.	Day of your public hearing through December 31.	**12/12/2017 (council meeting)**	
Copies of final budget to be transmitted to the State Auditor's Office and to MRSC.		After adoption	Post-Adoption	

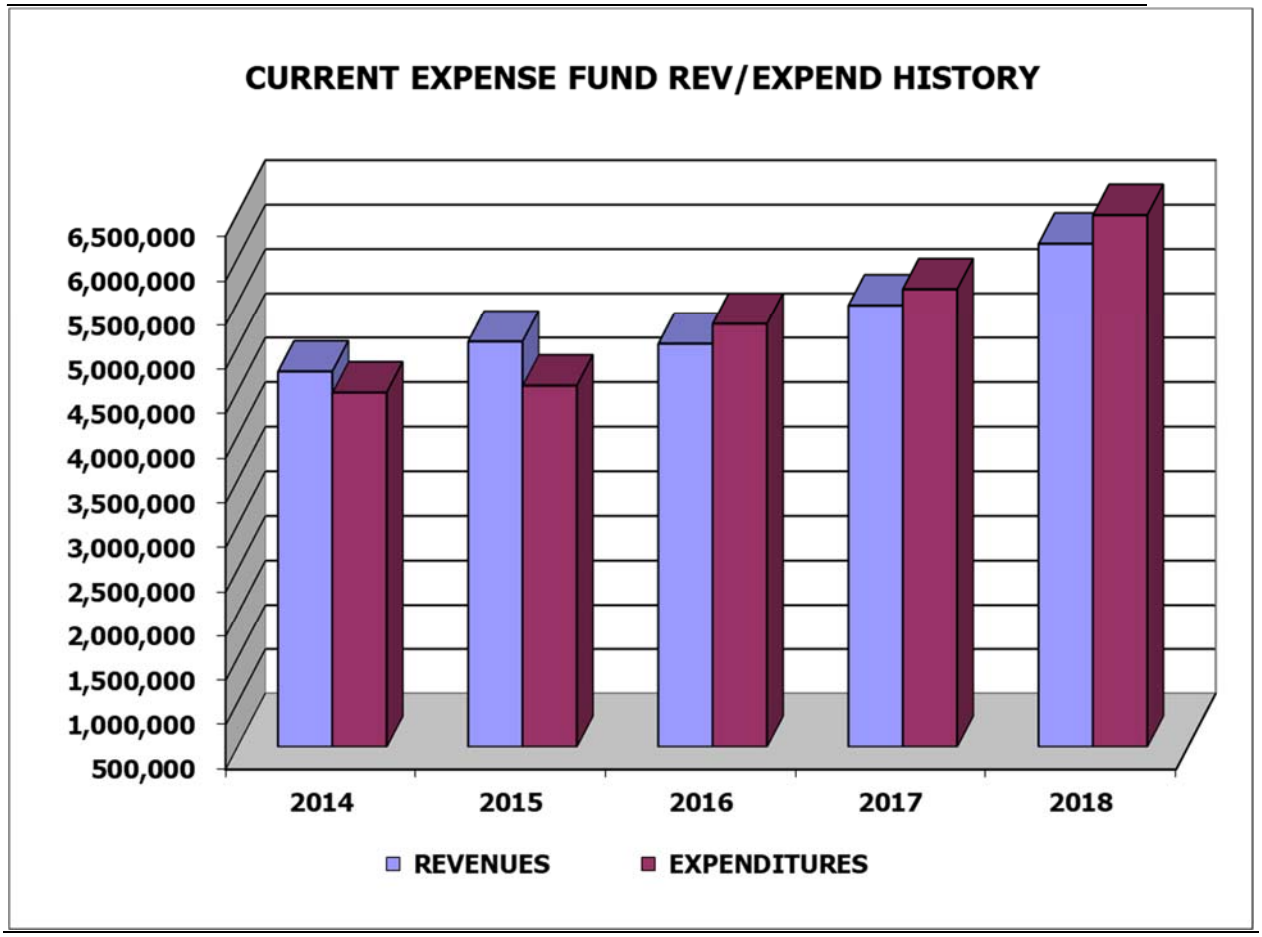
Departmental Budgets



Adopted
December 12, 2017

CURRENT EXPENSE FUND

The Current Expense Fund is the City's Operating Fund and is the largest and most diverse fund within the City. The Current Expense Fund accounts for financial resources of the City which are not accounted for in any other fund. Principle sources of revenue are property tax, sales tax, licenses & permits, intergovernmental revenue, and charges for services. Key expenditures include City Administration, Police, Fire, Parks, Planning, and Building Inspection.



CURRENT EXPENSE FUND REVENUE SOURCES

Property Taxes: Property taxes are levied on 100% of assessed valuation as determined by the Adams County Assessor's office. The city's tax rate is 3.064929677 per thousand dollars of assessed valuation for collection in 2018. The assessed value of property for 2017 is $616,246,143 which is used to determine 2018 property tax collections. At this time the maximum Property Tax increase allowed is 101% of the highest previous request.

Sales Tax: An 8.7% sales (or use) tax is collected on every taxable event in the City of College Place. The City's share of the 8.7% sales tax is .84%.

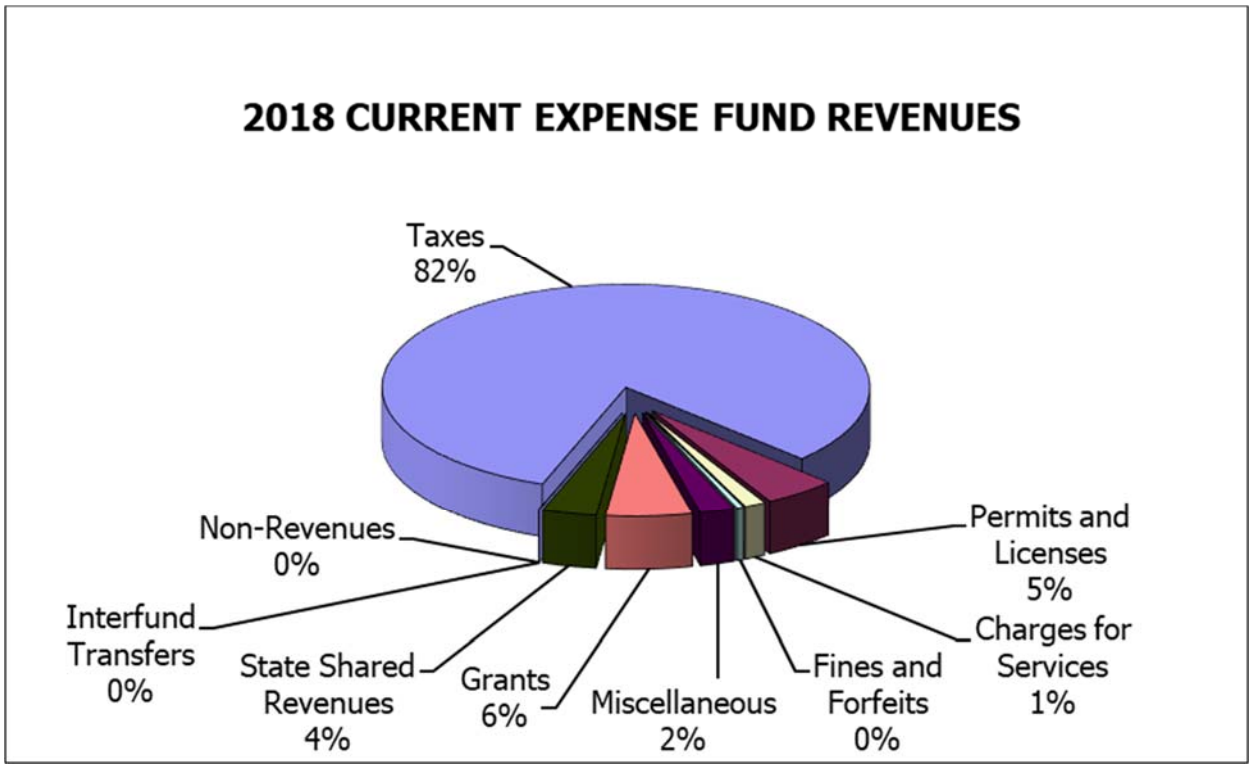
Licenses and Permits: Licenses and permits are made up of business licenses, franchise permits, building/placement permits, animal licenses and miscellaneous other permits. Licenses and permit fees are set by city ordinance.

Intergovernmental Revenues:
Intergovernmental Revenues are revenues received from the state or county. State distributed criminal justice funds are used to assist local governments in the area of public safety. Other intergovernmental revenues include the Liquor Excise Tax and Liquor Board Profits, which are distributed based on population. Portions of these revenues are mandated for alcohol prevention programs. The City of College Place also receives City Assistance dollars from the State to help replace revenue lost when the Motor Vehicle Tax went away.

Charges for Services: State law allows cities in Washington to recover charges for services. Currently the City of College Place charges fees for finger printing, plan reviews, reservation of park shelters, photo copies, dog licensing, etc.

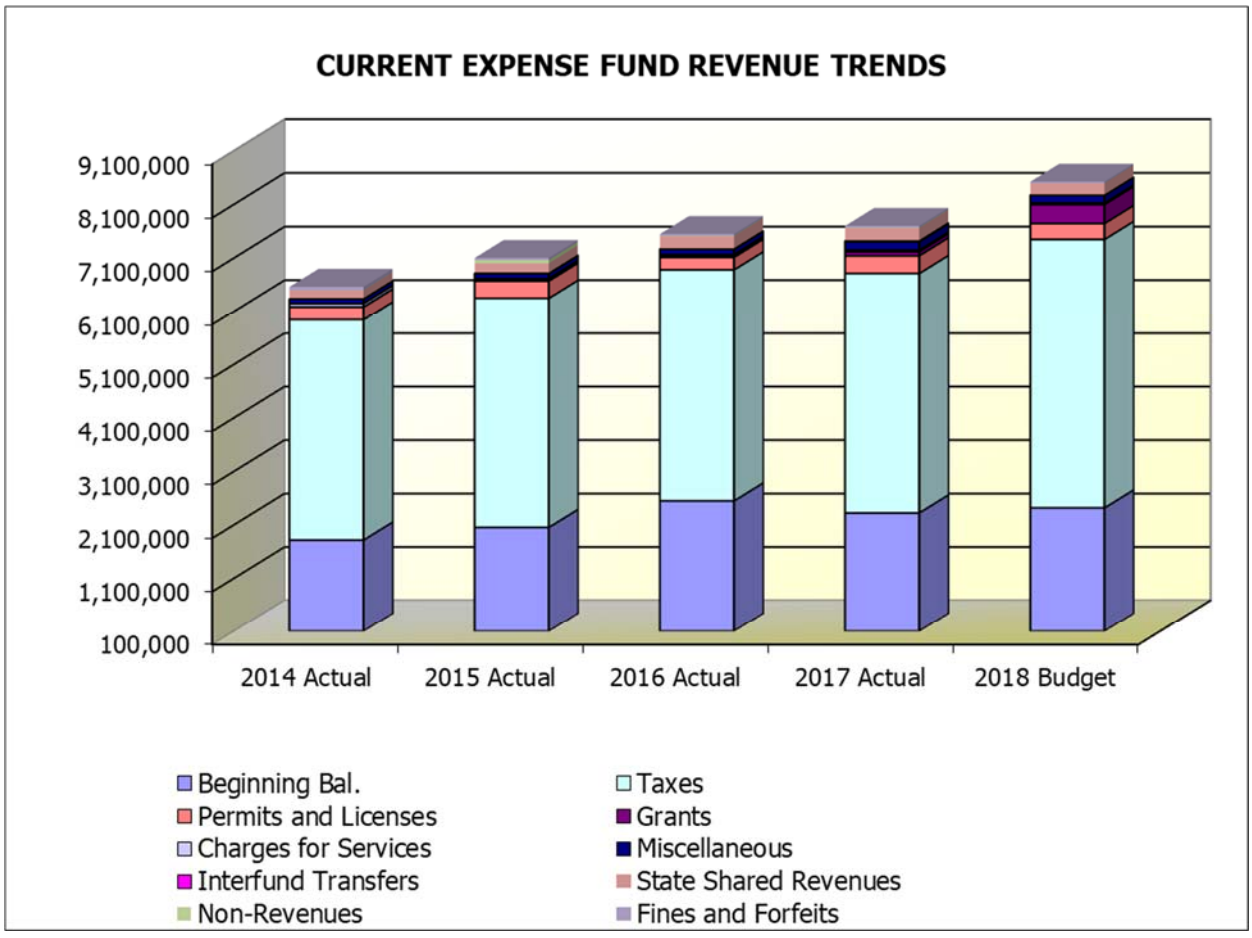
Miscellaneous Revenues: The majority of miscellaneous revenue is interest earned on investments.

Interfund Transfers: Although Internal Transfers are not new revenues received by the City, they are new revenues received by a fund. Each transfer of funds has been authorized by the City Council and is shown as revenue into the receiving fund and expenditure out of the providing fund.



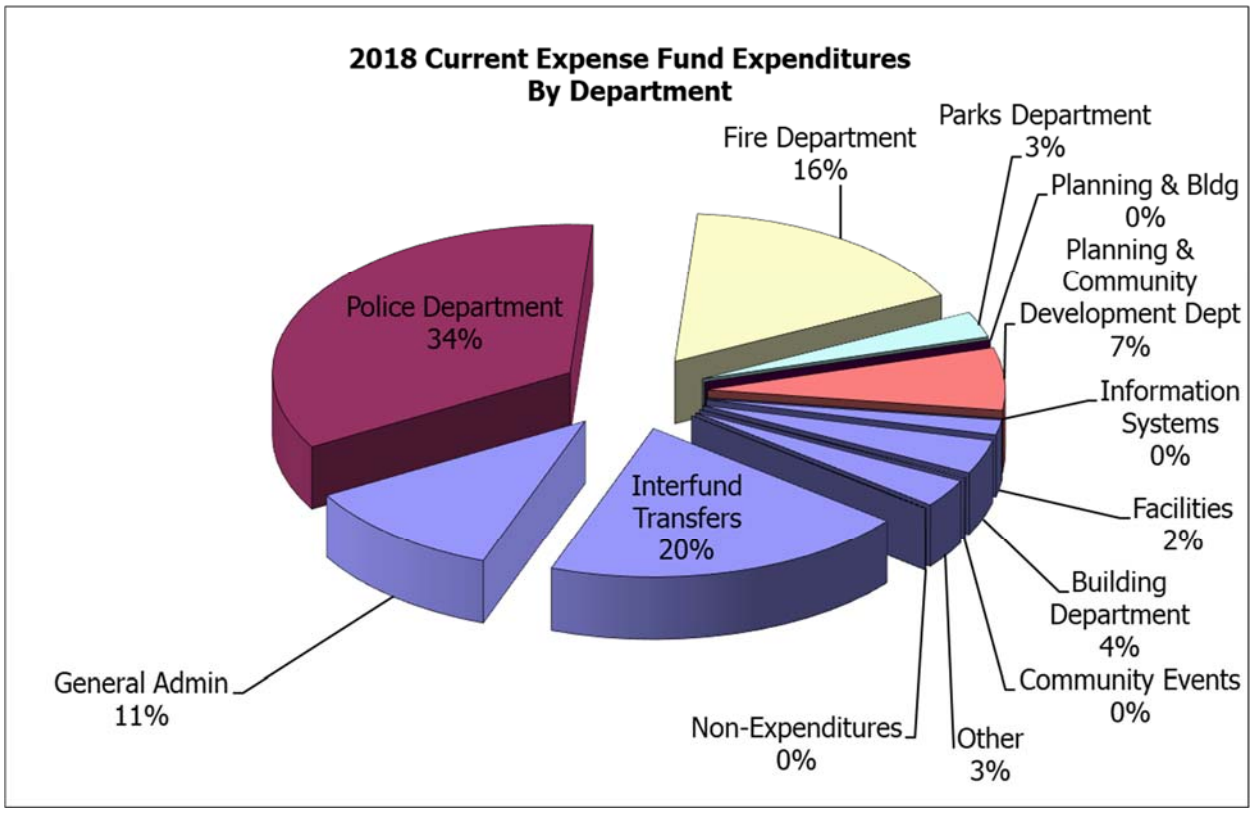
Current Expense Fund Revenue History

Revenues	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2017 / 2018 Chg. %
Beginning Bal.	1,817,693	2,053,914	2,548,864	2,324,293	2,418,426	4%
Taxes	4,124,247	4,294,026	4,331,573	4,488,096	5,029,224	12%
Permits and Licenses	241,607	323,225	233,583	330,441	297,000	-10%
Charges for Services	34,459	45,129	63,657	123,163	86,150	-30%
Fines and Forfeits	61,163	38,699	32,279	32,754	30,000	-8%
Miscellaneous	87,904	92,913	100,615	155,064	142,700	-8%
Grants	4,423	8,659	19,892	74,087	352,150	375%
State Shared Revenues	161,361	187,133	238,866	241,042	221,903	-8%
Non-Revenues	2,941	61,152	7,974	7,270	1,500	-79%
Interfund Transfers	0	3,258	1,337	13,267	0	-100%
Total New Revenue	**4,718,104**	**5,054,194**	**5,029,775**	**5,465,183**	**6,160,627**	13%
Total Revenue	**6,535,797**	**7,108,108**	**7,578,639**	**7,789,476**	**8,579,053**	**2.78%**



Current Expense Fund Department Expenditures

Current Expense Fund expenditures are allocated by department. Departments primarily consist of Legislative, General Administration, Court, Finance, City Clerk, Human Resources, Police Department, Fire Department, Parks/Community Events, Building Inspection, and Planning/Economic Development. The pie chart below illustrates the allocation of Current Expense Fund expenditures by department.



Administration Departments

The Administrative Departments consists of the legislative, executive, financial, clerk, and human resources departments. This includes the functions of the Mayor and Council as they serve the citizens of the community. The support staff is responsible to see that the policies of the Council are carried out and to see that the City adheres to rules, regulations, and functions, as required by law.

Staffing for Administrative Departments consists of the City Administrator, City Clerk, Finance Director, Accounts Payable Clerk, Utility Billing Clerk, and Human Resources Specialist.

The Legislative Department consists of the City Council. City Council are the policy makers for the City of College Place. The Mayor is Chief Executive Officer, responsible for carrying out policies of the Council.

The Executive branch consists of the Mayor and City Administrator. The Administrator is the primary liaison between citizens, the Mayor, Council, staff, and other governmental entities for the City. Administrator responsibilities include:

- Supervision, administration and coordination of activities and functions of the city's offices, departments, commissions, and boards to

carry out requirements of City Ordinances and the Policies of City Council.
- Promote economic development.
- Assist in the preparation of the Annual Budget.
- Supervise and audit city expenditures to keep expenditures within the limits of the annual budget.
- Investigate complaints in matters concerning the administration of the City.
- Receive all claims filed against the City.

Finance Department personnel consist of the Finance Director, Accounts Payable Clerk, and the Utility Billing Clerk. Finance responsibilities cover the management and administration of the city's finances: investments, accounts payable, billing and revenue. Finance is responsible for the following:

- Organization and supervision of the financial operations of the City.
- Receipt and distribution of City funds in a protected manner in accordance with applicable city ordinances, policies, state laws and regulations
- Preparation of the Annual Budget and Annual Financial Report
- Maintenance and safekeeping of the City's investments
- Understand and keep current on federal, state and local rules and regulations for municipal finance and accounting.
- Maintain the City's financial records in accordance with the State Budgeting Accounting Reporting System (BARS)
- Maintenance of the Utility billing data file and preparation of Utility Bills.

The Records Department consists of the City Clerk. This department is responsible for all official city records and documents and is Clerk to the City Council. The City Clerk's Department is responsible for:

- Preparation and distribution of Council agendas and minutes.
- Tracking and fulfillment of public records requests.
- Validating, publishing and retaining all city documents, according to state regulations.
- Understanding & keeping current on federal, state, and local rules and regulations regarding public disclosures and business licensing.

The Human Resources Department consists of the Human Resources Manager. The Human Resources Department is responsible for:

- Payroll processing.
- Employee benefits administration.
- Civil Service secretary and/or chief examiner.
- Risk management

Risk Management includes monitoring and reporting the comprehensive economical liability insurance of the City. The City of College Place is a member of the Cities Insurance Association of Washington (CIAW). CIAW provides a combination of self-insurance, standard insurance coverage, risk management consultation, claims and litigation administration, and loss analyses.

The City is also a member of the Association of Washington Cities Labor & Industries Compensation Retrospective Pool Program (AWC Retro Pool). The retro pool program provides third party administration of the City's L&I claims and provides accident prevention and safety and loss control services.

The City has an employee Safety Committee. The committee assures that the accident prevention program is updated and sponsors several safety educational sessions for all employees.

Other areas covered by Administration include legal services and municipal court (management of court is contracted to Walla Walla District Court).

Administration Accomplishments

During 2017 the Administrative Departments accomplished the following:

- Created a new City website
- Transitioned to on-line council packets
- Continual staff development for minute taking, on-line Council packets, and cross-training in utility billing, and building department.
- Adoption of Utility Tax on Water and Wastewater Services
- Developed a Capital Improvements Plan
- Adopted the City wide sign code
- Studied major intersections on Larch Ave.
- Conducted Civil Service testing for new officers.
- Pursued City water planning to secure future water sources for the City.
- Wastewater Rate Study
- Began Wastewater Facilities Plan update
- Began Comprehensive Plan update
- Passed formation of a Transportation Benefit District.

General Administration Operational Statistics

City Clerk					
% of Ordinances Published within Five Days of Being Passed By Counci	100%	87%	100%	98%	100%
Number of Council Agenda Items Processed		254	258	248	300
Number of Council Meetings/Minutes	28	22	29	27	28
Number of Committee/Commission Meetings/Minutes	28	0	0	10	28
Number of Ordinances	50	15	12	45	50
Number of Resolutions	30	8	18	31	30
Number of Contracts	75	50	42	70	75
Documents Notarized	45	NA	NA	34	45
Number of Public Records Requests	100	119	103	89	100
Finance					
Number of Utility Bills Issued	N/A	33,027	33,788	28,401	34,500
Number of Receipts Processed	N/A	7,054	5,280	4,560	4,800
Percentage of Payroll Disbursements Issued Electronically	100%	94%	95%	96%	97%
Number Accounts Payable Checks Issued	N/A	1,966	1,874	1501	1550
Number of Payroll Disbursements Issued	N/A	938	795	722	850
Number of Purchase Orders Issued	N/A	529	437	428	450
Number of Dog Licenses Issued	N/A	291	281	197	200
Utility Account Receivables due within 30 Days	$ -	$ 21,566	$ 8,153	$ 51,706	$ 10,000
Number of Utility Customers	N/A	2,790	2,831	2,853	2,900
Number of Audit Findings	-	-	-	-	-
Human Resources					
Number of CIAW Claims	0	8	4	6	5
Total Paid out by CIAW	0	$109,999.00	$ 1,474.00	$39,383.00	
Number of Training Sessions	12	Unknown	Unknown	12	12
Number of Recruitments	7	0	5	8	7
Employee At-Fault Driving Incidents	0	3	0	2	
Number of Labor Contract Negotiations	0	1	1	2	0

Administration Goals

The Elected Officials' goal is to plan and provide for the needs of the citizens of College Place. This is to be accomplished by providing guidance and direction for the future and growth of College Place by continuing open communications between staff and council; council and citizens; council and businesses; and council and other entities such as Walla Walla County, College Place School District, Walla Walla Port District, City of Walla Walla, and state officials.

The goals of the Administrative Staff include coordinating and directing efforts of all city departments to work together to accomplish the goals of the City. This includes providing information (needs, possibilities, financial consulting, legal requirements, etc.) needed by the Council in making decisions, conducting the daily on-going business of the City, and the continued effort to provide quality service to the citizens of College Place. Additional goals include:

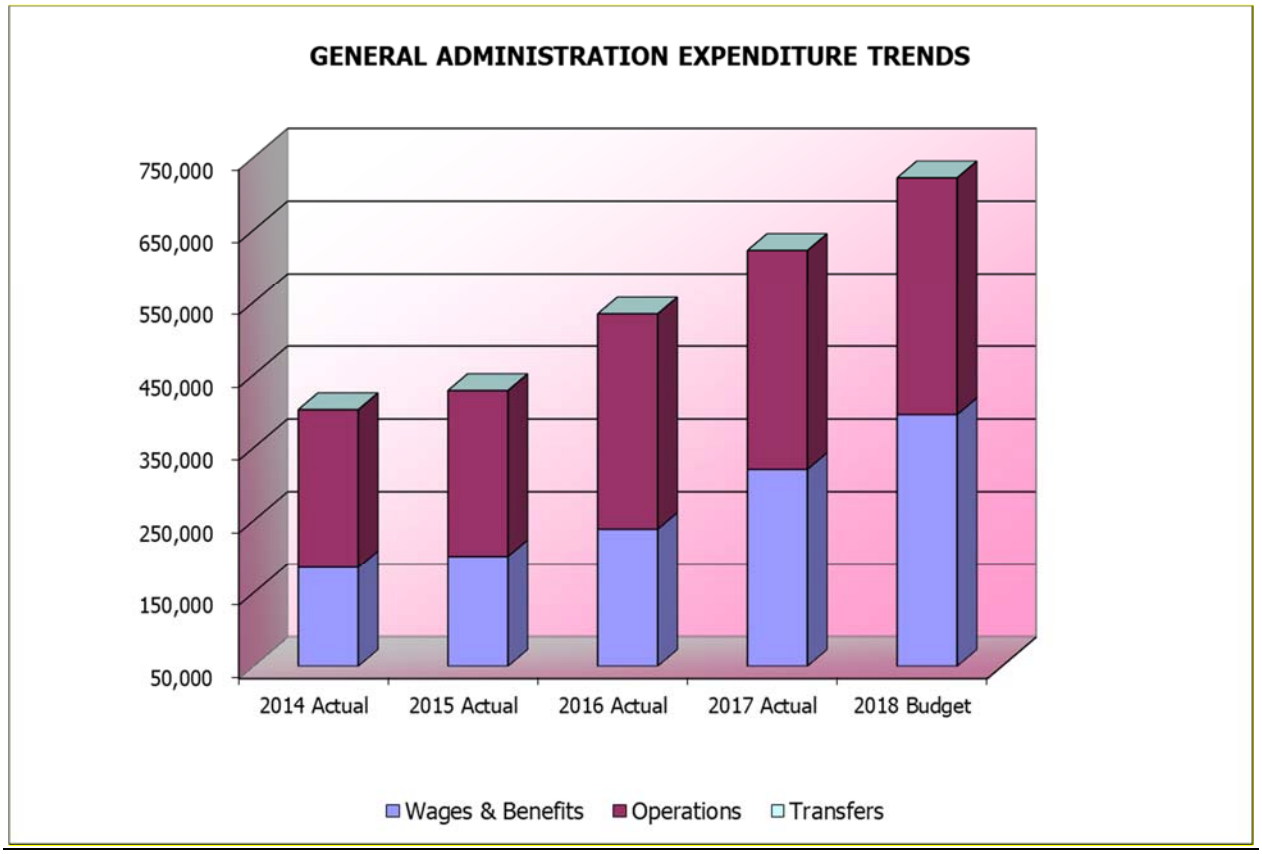
- Conduct business retention, recruitment, and expansion.
- Pursue grants to defray cost of government services to the taxpayer.
- Enrich GIS system.
- Finish up Economic Development Strategy.
- Update municipal codes (utility).
- Addition of e-forms to assist customers (building permitting, employment opportunities).
- Finish up establishment of Financial policies.
- Paperless City Hall.
- Comprehensive wayfinding system.
- Achieve Tree City and Main Street Affiliate Community designations.
- Engineering for Lions Park rehab.
- Work plans for advisory committees.
- Update comprehensive plan and development regulations.
- Implement addition of staff (two police officers, fire training officer, community development assistant).
- Continue to strengthen community events.
- Update website.
- Continuity of Operation Plan.

General Administration 2018 Expenditures

Because the Current Expense Fund is largely a service fund, the majority of the expenses in this fund are for payroll and related administrative costs.

General Administration Expenditure History

General Admin	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2017 / 2018 Chg. %
Wages & Benefits	185,355	200,744	238,397	320,570	395,685	31.51%
Operations	217,022	227,875	295,501	301,557	326,103	8.14%
Transfers	-	-	-	-	-	#DIV/0!
Total	**402,377**	**428,619**	**533,898**	**622,126**	**721,788**	**16.02%**



College Place Police Department

Mission Statement: *The College Place Police Department embraces the philosophy of community oriented policing and strives to enhance the quality of life and safety of our citizens with the highest degree of ethical behavior, fairness and professional conduct.*

The College Place police department consists of 15 police officers sworn to serve this community. Each has taken an oath to support the Constitution of the United States and the State of Washington along with the Charter and Ordinances of the City of College Place. The team further consists of a Chief Records Clerk and a Records Clerk, as well as volunteer officers.

Notable Budget Items

- Take-home patrol vehicles
- Update patrol car radios
- Two-factor identification for mobile data terminals
- Uniform updates
- Replacement of 40+ year old tactical shield
- Detective vehicle
- Two additional commissioned officer FTEs

Police Department Operational Statistics

Performance Measure	2015	2016	2017 YTD
Number of Code Enforcement Complaints	12	20	36
Number of Junk Vehicles Processed	15	30	15
Number of Animal Control Complaints	404	463	345
Number of Calls for Service	3742	5240	6185
Number of Traffic Stops	90	500	1266
Number of Citations Issued Per Officer	29	37	37
Number of Officers per 1,000 Population	1.6	1.3	1.3
Actual Arrests	269	310	310
Criminal Non-Traffic Citation	127	159	101
Criminal Traffic Citation	100	67	65
Infraction Craffic	142	163	212
Criminal Mischief	54	32	30
DUI	7	5	6
Juvenile Problem	28	14	0
Loud Noise/Nuisance	153	164	119
Suspicious Person	309	324	314
Traffic Accidents	172	213	166
Warrants Served	11	23	29
Weapons Offense	3	10	10
Number of Training Hours	2054.25	2383.75	3769.5
Number of Public Records Requests Processed	86	66	91
Number of Complaints Made	NA	NA	NA
UCR: Simple Assault	40	33	14
UCR: Aggravated Assault	7	4	10
UCR: Burglary	41	27	16
UCR: Robbery	0	1	0
UCR: Homicide	0	0	0
UCR: Theft	240	242	115
UCR: Motor Vehicle Theft	16	23	17
UCR: Arson	1	2	3

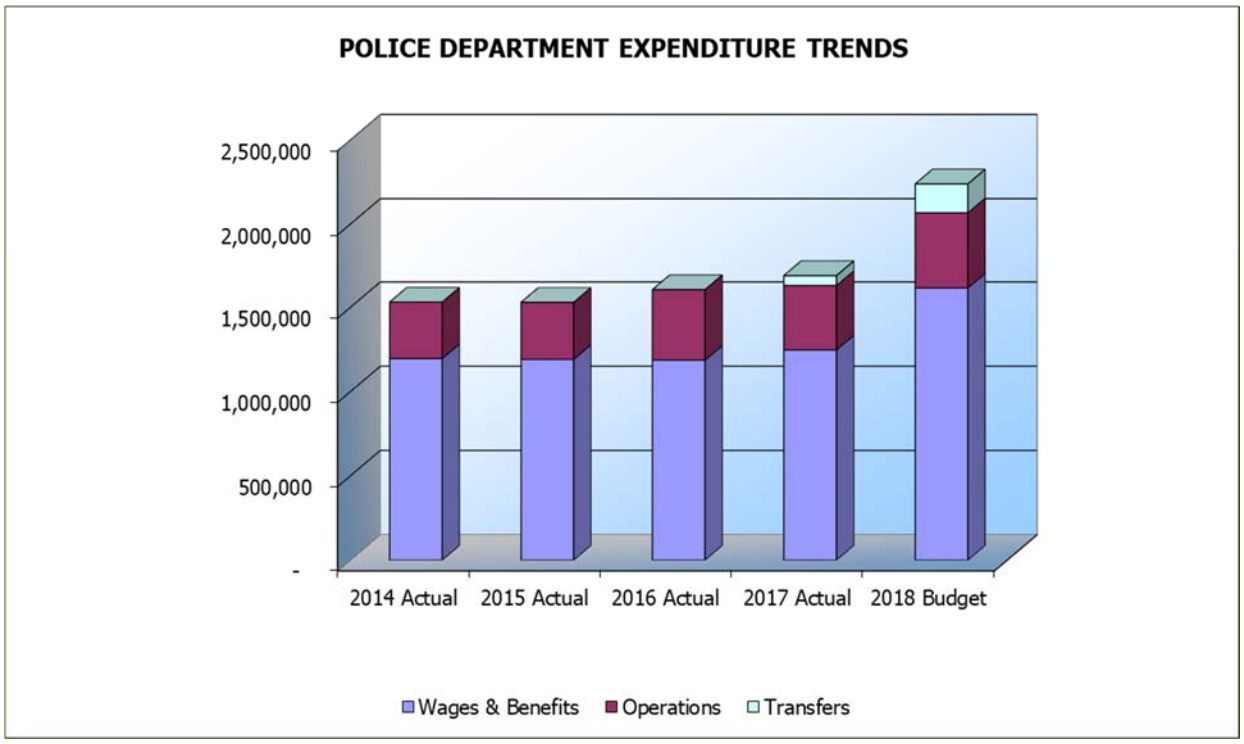
Police Department Goals for 2018

- Staffing and retention to increase and maintain the number of officers, supervisors and support staff.
- Training needs continue to be a priority to ensure our officers are proficient, safe and in compliance with the states mandatory training requirements.
- In July 2017 the department invited the Washington Association of Sheriffs and Police Chiefs (WASPC) to conduct a Loaned Executive Management Assistance Program (LEMAP) audit. Upon receiving the final findings our department will begin correcting and instituting best practices with the goal of accreditation. This will require time and resources.
- Two-factor authentication – We must gain compliance with CJIS requirements. This will require software for our mobile data terminals and server updates.

- Records and property destruction – Destroy stored property and records per the state retention schedule.

Police Department Expenditure History

Police Department	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2017 / 2018 Chg. %
Wages & Benefits	1,196,144	1,191,315	1,186,987	1,247,588	1,615,284	29.47%
Operations	334,672	338,343	417,985	382,410	452,070	18.22%
Transfers	-	-	-	58,168	171,000	193.98%
Total	**1,530,816**	**1,529,658**	**1,604,972**	**1,688,166**	**2,238,354**	**32.59%**



Fire Department Services

Mission: To minimize the loss of life and property, pain and suffering experienced by residents of the City of College Place and the surrounding area due to man-made or natural cause or disaster. This mission is achieved by providing the highest quality Fire, Rescue, and Emergency Medical Services.

Overview: CPFD promotes a safe environment for all people who live and work in College Place and the surrounding area. The Department provides an extensive range of public safety services including fire prevention; public education; and response to emergency calls for service.

CPFD provides this service 24 hours a day, 365 days a year with a highly motivated and trained staff of volunteers and paid support staff. The department has two Structural engines, three Wildland vehicles, and a rescue unit.

Planning: Our department is divided into five functional areas: Administration, Emergency Operations, Prevention, Training & Safety, and Facilities. As a small organization these five areas are able to be managed with limited paid staff and volunteers. In order to manage them effectively the major focuses are organized by themes. They are:

- ***Operational Effectiveness***
- ***Customer Service***
- ***Member Development***
- ***Resource Management.***

Fire Department Operational Statistics

Performance Measure	2015	2016	2017 YTD
Number of Fires Requiring Investigation	4	3	2
Number of Fire Code Plan Reviews Assigned	12	15	13
Number of False Alarm Billings	95	96	75
Number of Incidents Where Cause Determined	3	3	2
Number of Fire Call Outs	1207	1323	1004
Number of Volunteers	38	40	32
Number of Fire Code Plan Reviews Completed	12	15	13
Number of Commercial Building Inspections Completed	35	34	27
Annual Occupancy Inspections Accomplished on Time	22	22	17
% of Incidents Where Cause Could Be Determined	75%	100%	100%
% Plan Reviews and Field Inspections Completed on Time Per Month	63%	62%	63%
Number of Tall Weed Complaints	140	165	156
% of Major Code Violations Cleared per Quarter	100%	100%	100%
Number of Structure Fires	11	9	3
% of Medical (Advanced Life Support) Responses in 9 Minutes	100%	100%	100%
Property Dollar Loss (Due to Fires)	655636	2760	213497
Average Response Time - Fire	4:40	5:20	5:02
Average Response Time - EMS	4:34	5:33	4:49
% of Structure Fire Meeting 6:00 Response Time or Less	100%	100%	100%
% of EMS calls requiring transport to Emergency Room	63%	60%	62%
Number of EMS Calls	828	843	711
% of Fires Contained to Room of Origin	45%	100%	50%
Average Age of Patient	68	65	65
Number 1 Cause of EMS Call	Fall	Fall	Fall

2018 Fire Department Expenditures

The department has requested several financial impact items that are covered in the budget for 2018. Each of the identified items is listed as needs according to our Standards Compliance Plan (May 2008). They fall into the categories of Communications, Training and Staffing, Emergency Equipment, Safety, EMS, and Facilities.

Communications

It is a constant process to keep our radios and pagers in service and compliant with federal communications standards. Portable radios will be purchased in the spring, utilizing a Washington Department of Natural Resources (WADNR) grant that pays 50%. They have an additional grant in the fall that we will also apply for.

Training and staffing

The department will be hiring a full-time training officer in 2018. The training officer's position has been not been filled since 2008. Because of this the duties have been reassigned amongst the other paid staff. This was not a good solution as it is hard to deliver a good training program when no one is solely dedicated to the purpose. According to the Washington Survey and Rating Bureau which is an organization that provides our City's fire service rating to insurance providers, having a training officer is a large area where an agency receives deficiency points. Staffing is always an issue for a volunteer department as we are constantly training new volunteers and keeping the existing volunteers skills up. With this position there are some added costs as the new hire is needing to go training conferences to stay up to date.

Goals for 2017 are to continue with fire safety inspection of all commercial business within the city limits including schools and care centers. The City Administrator, Building Official and the Police Department work closely with the Fire District to insure compliance of fire and safety issues.

Emergency Equipment

CPFD's current wildland equipment is from 1985 and is past its serviceable life. In 2018 the two grass trucks will be replaced with one larger wildland engine that better meets the needs of the program.

Safety

Keeping staff safety and healthy is our number one priority. Six sets of turnouts will be replaced in 2018. This is an annual budget item, as turnouts have a 10 year life span according to NFPA standards. The cost has increased due to having to not only replacing the coat and pants but now have to replace the helmet, hood, gloves, and boots as well.

EMS

College Place has been approached by the City of Walla Walla Fire Department that they have a budget short fall in providing their ambulance transport service outside of their City Limits. Council will need to address this in the 2018 budget cycle.

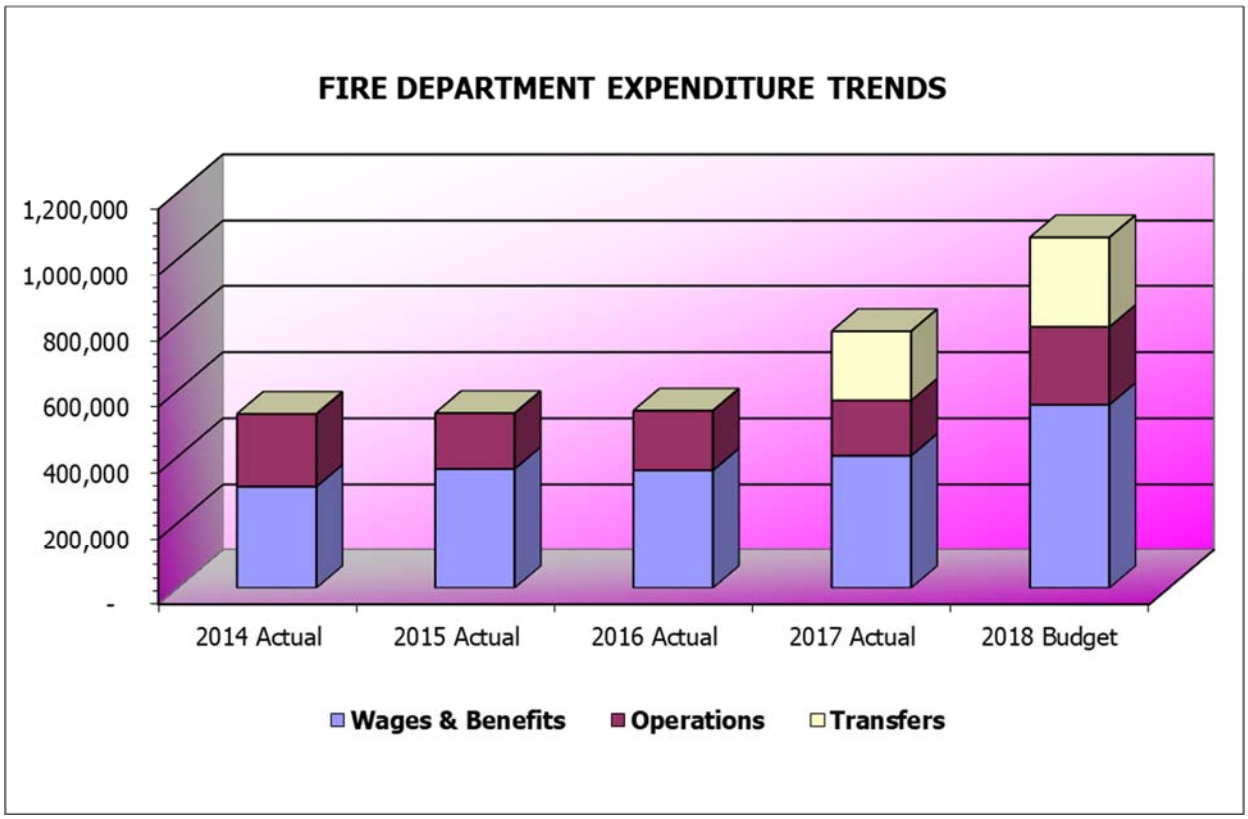
The CPFD is has obtained a transport license from the state in an effort to be able to transport Basic Life Support patients. Some of the benefits to the community are that it makes us less reliant on our neighbors, makes another ambulance available to the community; and allows our volunteers to develop their EMS skills.

Facilities

The upstairs kitchen at the station will be remodeled in 2018 as it is worn out and falling apart. This is the primary kitchen used by the live in volunteers.

Fire Department Expenditure History

Fire Department	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2017 / 2018 Chg. %
Wages & Benefits	309,467	363,016	358,454	402,737	556,633	38.21%
Operations	219,497	168,436	180,358	167,104	235,526	40.95%
Transfers	-	-	-	208,914	273,021	30.69%
Total	**528,964**	**531,452**	**538,812**	**778,755**	**1,065,180**	**36.78%**



Parks Department

Parks Division

The Parks Division is funded by the Current Expense Fund and is the responsibility of the Public Works Department for maintenance and operations. The Parks Department uses one full time staff for park operations. The goal for the Park Division for 2018 is to continue upkeep of the city parks at the current level the community has come to expect.

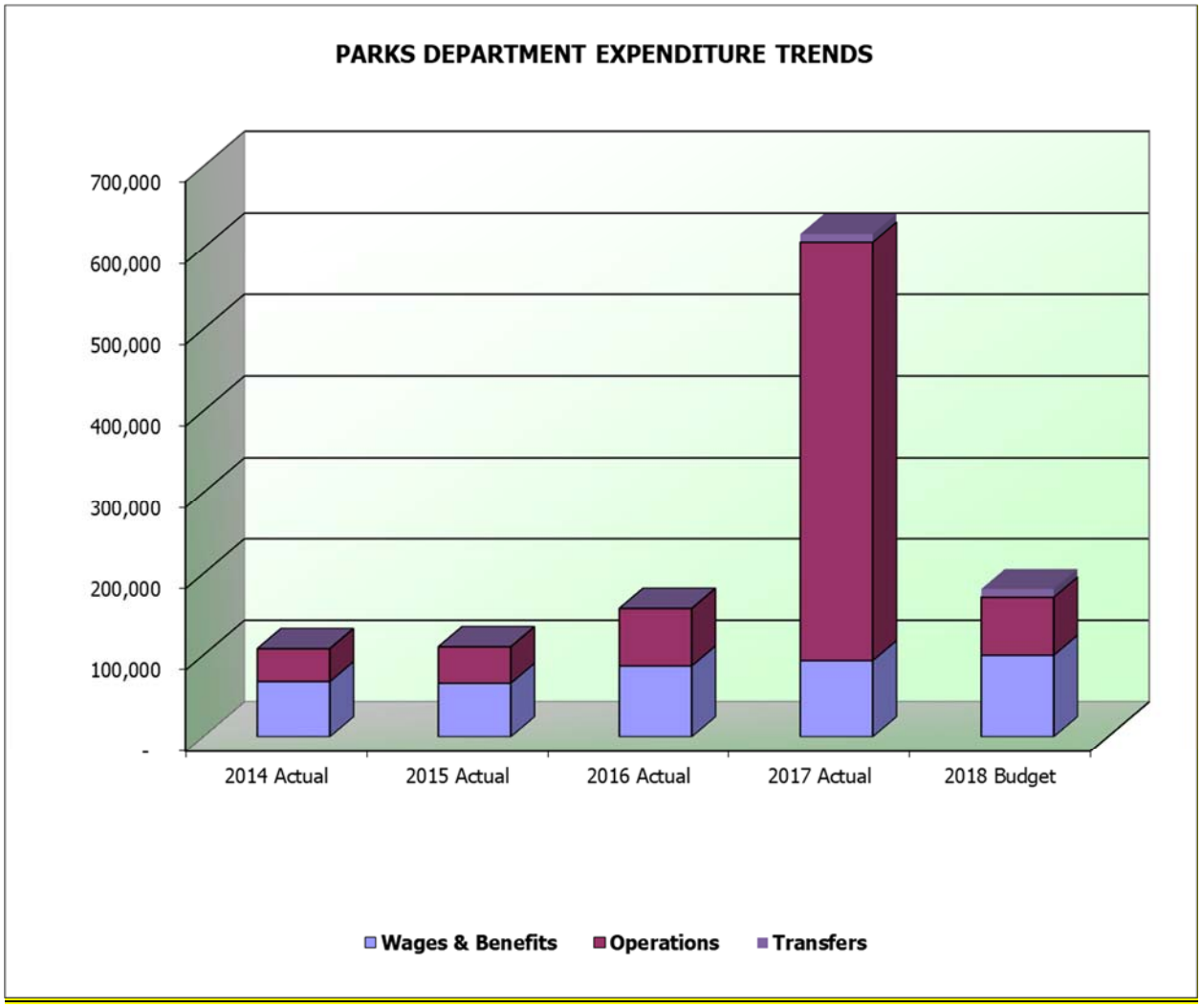
The park facilities maintained by City staff are listed below:

- Kiwanis Park – 7.7 acres
- Lions Park – 8.3 acres
- Harvest Meadows – neighborhood park
- Vets Park – neighborhood park
- Traffic Islands – College & Rose, Larch & "C"

The irrigation systems at both Lion's Park and Kiwanis Park are in bad shape and need to be replaced. The north section of Kiwanis Park was replaced with a new system by the school district per the joint use agreement with the City. The remaining part of Kiwanis Park needs to be replaced and upgraded. The irrigation system at Lions Park, on the north side of Garrison Creek needs to be replaced.
For 2018, City staff will look into having the systems designed by a professional so that the improvements could be phased.

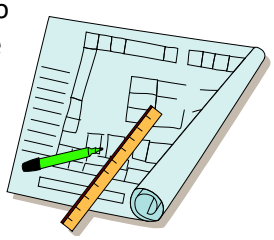
Parks Department Expenditure History

Parks Department	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2017 / 2018 Chg. %
Wages & Benefits	67,829	65,807	87,026	93,550	100,067	6.97%
Operations	40,325	44,592	70,403	513,831	71,100	-86.16%
Transfers	-	-	-	10,000	10,000	0.00%
Total	**108,155**	**110,399**	**157,429**	**617,381**	**181,167**	**-70.66%**



Planning, Building and Facilities Departments

The Planning Department looks at long term planning and growth. All new developments, utility expansions and annexations will impact our community, and the Planning Department's focus is to maximize the positive impacts while minimizing the negative impacts. Long range planning works to create, update, and modify zoning and development regulations, which are used to guide our community in providing well-designed and economically viable growth. The Planning Commission consists of seven members appointed to four-year terms by the Mayor.



The Building Department enforces the Washington State Building Codes and College Place Zoning Codes. 15% of permits issued are "do-it-yourself" permits; therefore, education, design assistance, on-site problem solving, and document assistance are the major demand on staff resources. The department provides limited educational literature for many common projects. The Building Department is organized into three duties: plan examination, permitting, and building inspection.

Planning and Building has a full time Planning Director, a Building Official/Facilities Manager, and a Building Inspector.

- The Building Official is responsible for the administration and enforcement of building codes, standards regulating construction, occupancy of buildings and structures to assure the health and safety of the public.
- Plan Examination includes evaluating plans and specifications of a project to ensure code compliance. The plan review process is generally divided into subcategories, which are zoning, occupancies, construction type, exits, non-structural and structural.
- The Fire Department is an integral part of Plan review providing property and life safety expertise to our community.
- Building Inspections consist of the examination and evaluation of construction in-progress, comparing it with accepted standards and the conditions required in the building permit.
- The permitting process assists the applicant in submitting the required information to the various departments for review and approval; as well as issuing building permits and maintaining files on projects.

The major departmental projects for 2018 are:

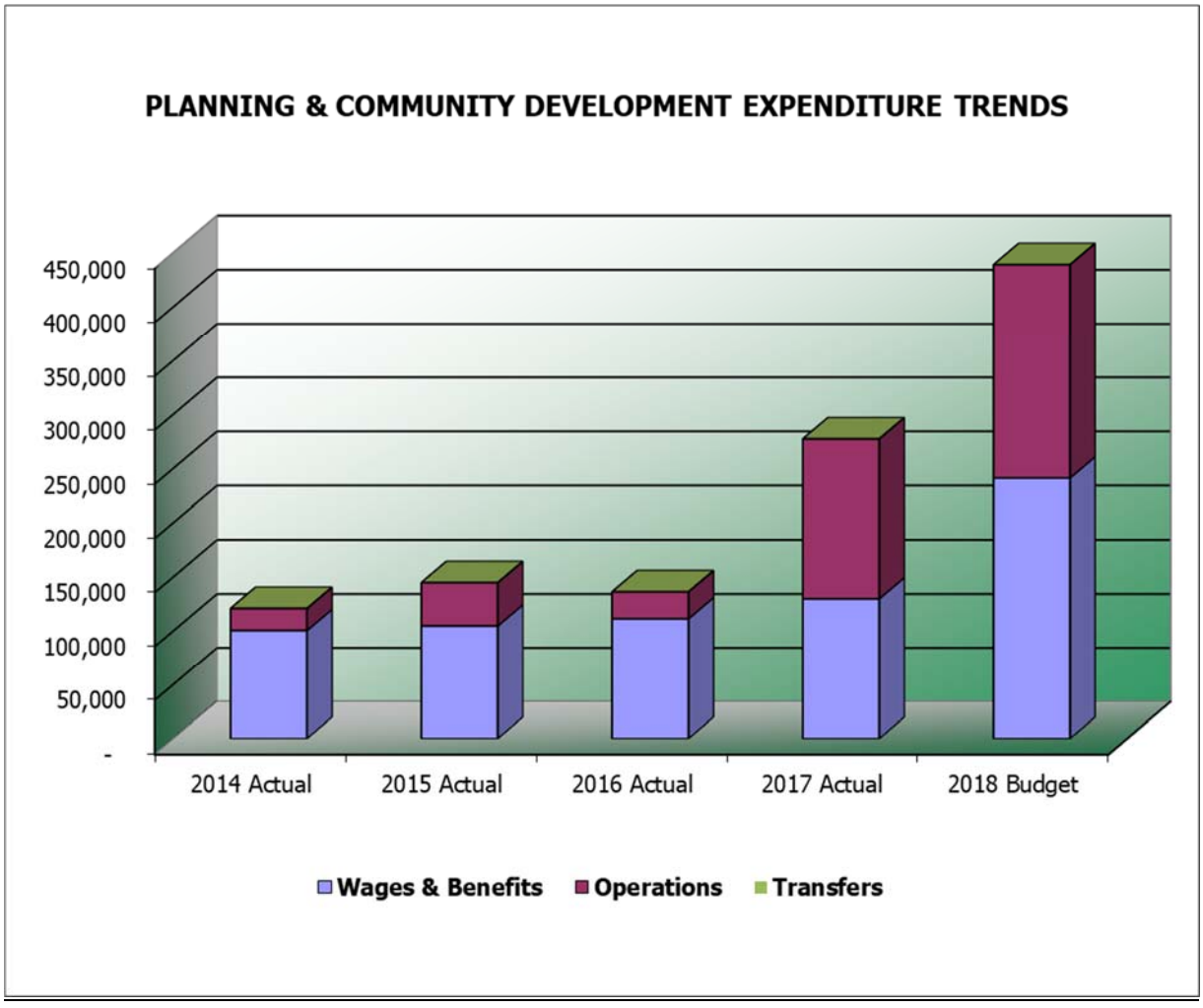
1. Comprehensive Plan & Development Code Update (Completion June 2018)
2. Finish remodel of Development Services side of City Hall to include reception area, demo cells for more office space, convert garage into habitual space for conference room.
3. Data entry – BIAS Permitting
4. Manage Hearing Examiner System
5. GIS
6. Maintain the Business Registration Program through the Dept. of Revenue
7. Annexations
8. Boundary Line Adjustments
9. Building Permit Processing
10. Right of Way Permit Processing
11. SEPA Coordination
12. Building Permit Reporting – Homebuilders Association, Walla Walla County Assessor
13. Community Council evolvement – Rivers, Trails and Conservation Assistance Program Grant Application
14. Upcoming projects:
    a. NE C Street Reconstruction
    b. SW 4th Street Reconstruction & SEPA
    c. Lions Park – Pond Renovation

The budget for 2018 includes a Permit Technician / Administrative Assistant whose time will be split with Planning, Building, Engineering and Public Works departments. The permit tech / administrative assistant position will provide primary data entry into the BIAS permitting program, coordinate permit

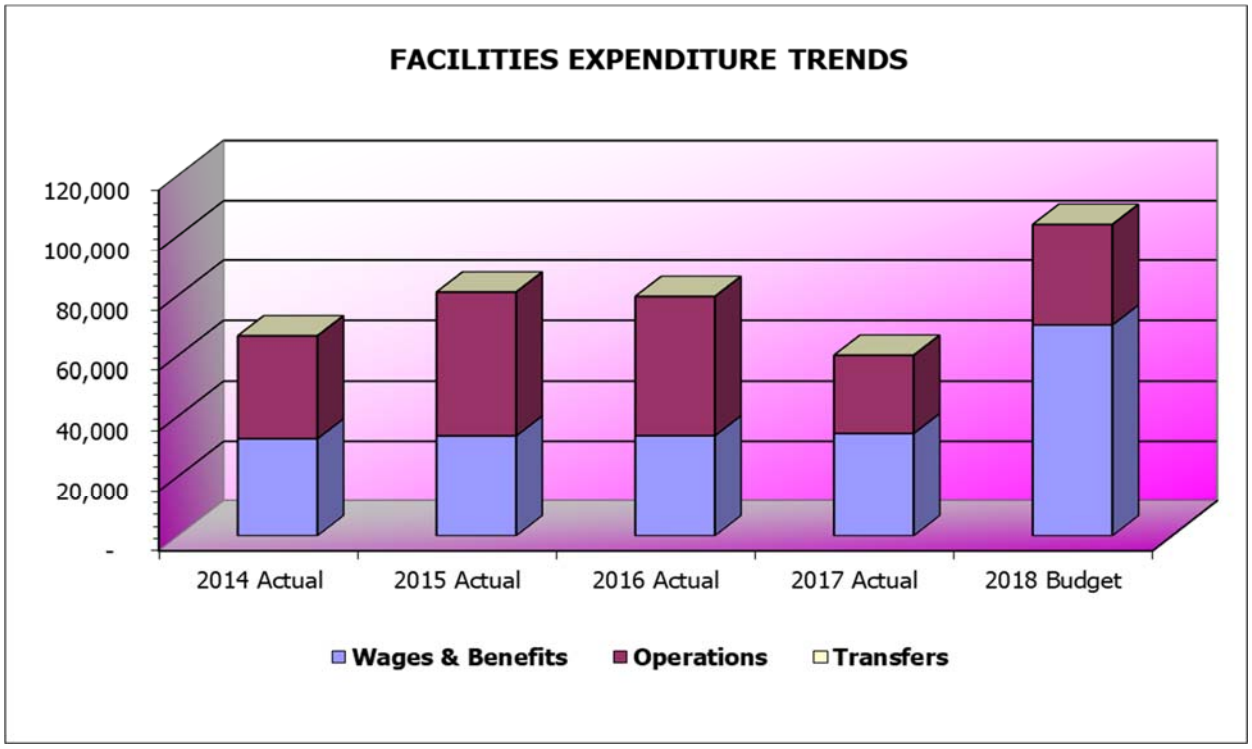
processing, issue over the counter permits and permits that have been approved, close out completed permits, and provide administrative assistance in areas of scanning, mailing preparation, website updates, community outreach support and staff support at commission meetings. This position will be supervised by the Planning Director.

Planning, Facilities, and Building Department Expenditure History

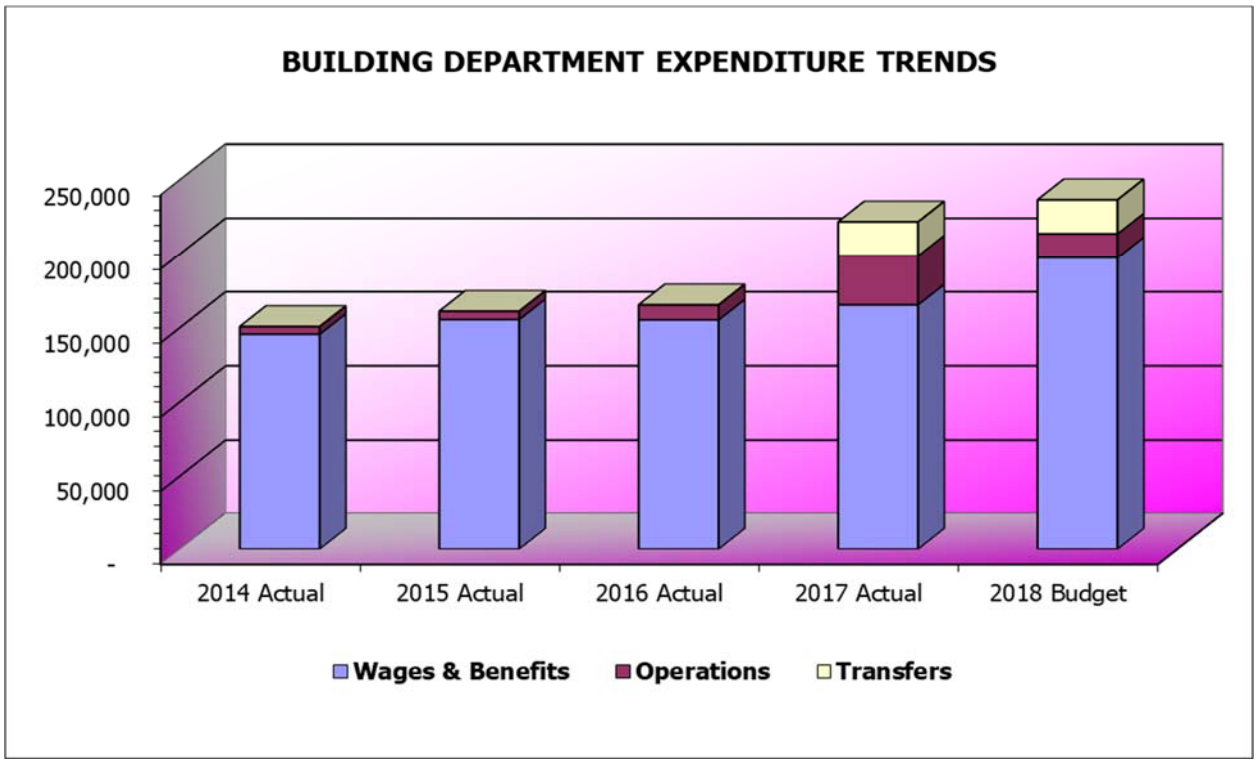
Planning & Community Development Dept	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2017 / 2018 Chg. %
Wages & Benefits	100,323	104,517	111,232	129,657	240,955	85.84%
Operations	20,413	40,099	24,896	147,426	197,900	34.24%
Transfers	-	-	-	-	-	#DIV/0!
Total	**120,736**	**144,616**	**136,128**	**277,083**	**438,855**	**58.38%**



Facilities	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2017 / 2018 Chg. %
Wages & Benefits	32,472	33,397	33,465	34,209	70,026	104.70%
Operations	33,935	47,537	46,010	25,744	33,700	30.91%
Transfers	-	-	-	-	-	#DIV/0!
Total	**66,407**	**80,933**	**79,475**	**59,953**	**103,726**	**73.01%**

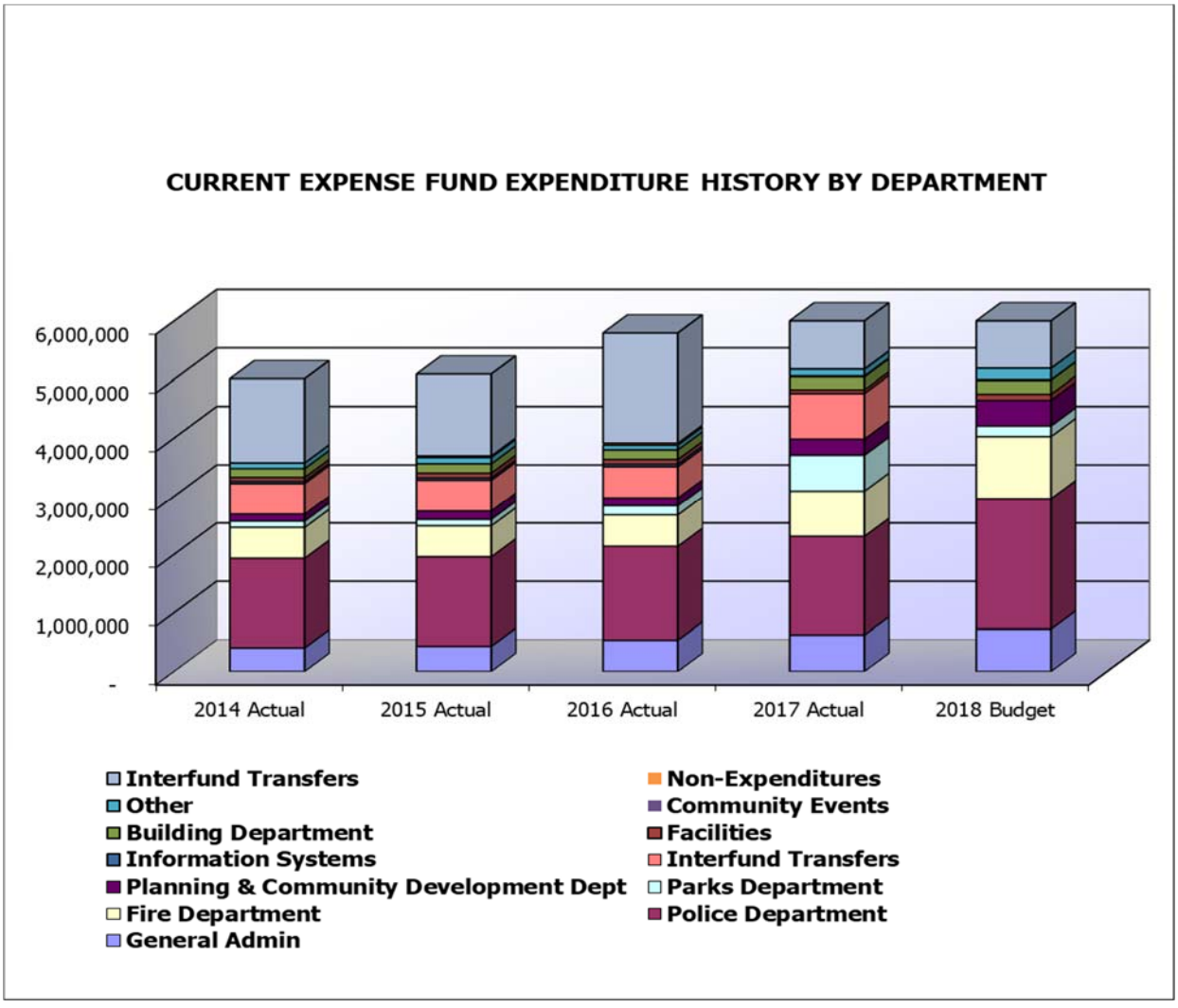


Building Department	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2017 / 2018 Chg. %
Wages & Benefits	145,453	155,368	155,120	165,330	197,359	19.37%
Operations	5,136	5,534	10,118	33,344	16,275	-51.19%
Transfers	-	-	-	23,000	23,000	0.00%
Total	**150,589**	**160,902**	**165,239**	**221,674**	**236,634**	**6.75%**



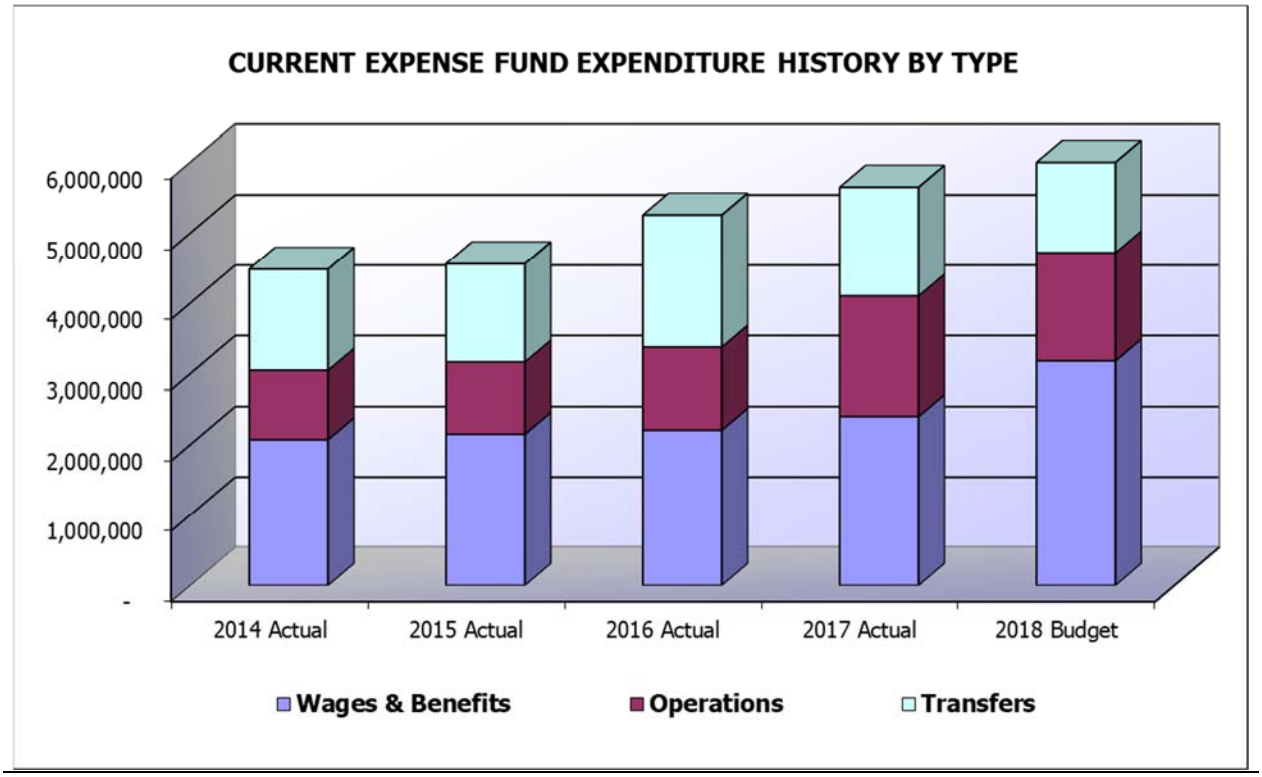
Current Expense Fund Expenditures Summary by Department

Current Expense Fund Expenditures	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2017 / 2018 Chg. %
General Admin	402,377	428,619	533,898	622,126	721,788	16.02%
Police Department	1,530,816	1,529,658	1,604,972	1,688,166	2,238,354	32.59%
Fire Department	528,964	531,452	538,812	778,755	1,065,180	36.78%
Parks Department	108,155	110,399	157,429	617,381	181,167	-70.66%
Planning & Commun	120,736	144,616	136,128	277,083	438,855	58.38%
Information Systems	39,609	41,557	44,116	-	-	#DIV/0!
Facilities	66,407	80,933	79,475	59,953	103,726	73.01%
Building Department	150,589	160,902	165,239	221,674	236,634	6.75%
Community Events	291	695	439	15,063	7,649	-49.22%
Other	96,862	108,214	80,892	114,501	196,621	71.72%
Non-Expenditures	2,954	27,521	34,245	6,748	4,600	-31.83%
Interfund Transfers	1,434,124	1,394,678	1,878,702	1,246,731	1,288,234	3.33%
Total	**4,481,883**	**4,559,245**	**5,254,346**	**5,648,181**	**6,482,808**	**14.78%**
Ending Bal.	**2,053,914**	**2,548,864**	**2,324,293**	**2,141,295**	**2,096,245**	**-2.10%**



Current Expense Fund Expenditures Summary by Type

Current Expense Fund Expenditures	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2017 / 2018 Chg. %
Wages & Benefits	2,069,515	2,147,560	2,204,146	2,397,460	3,179,907	32.64%
Operations	978,244	1,017,007	1,171,498	1,703,908	1,537,646	-9.76%
Transfers	1,434,124	1,394,678	1,878,702	1,546,813	1,765,255	14.12%
Total	**4,481,883**	**4,559,245**	**5,254,346**	**5,648,181**	**6,482,808**	**14.78%**

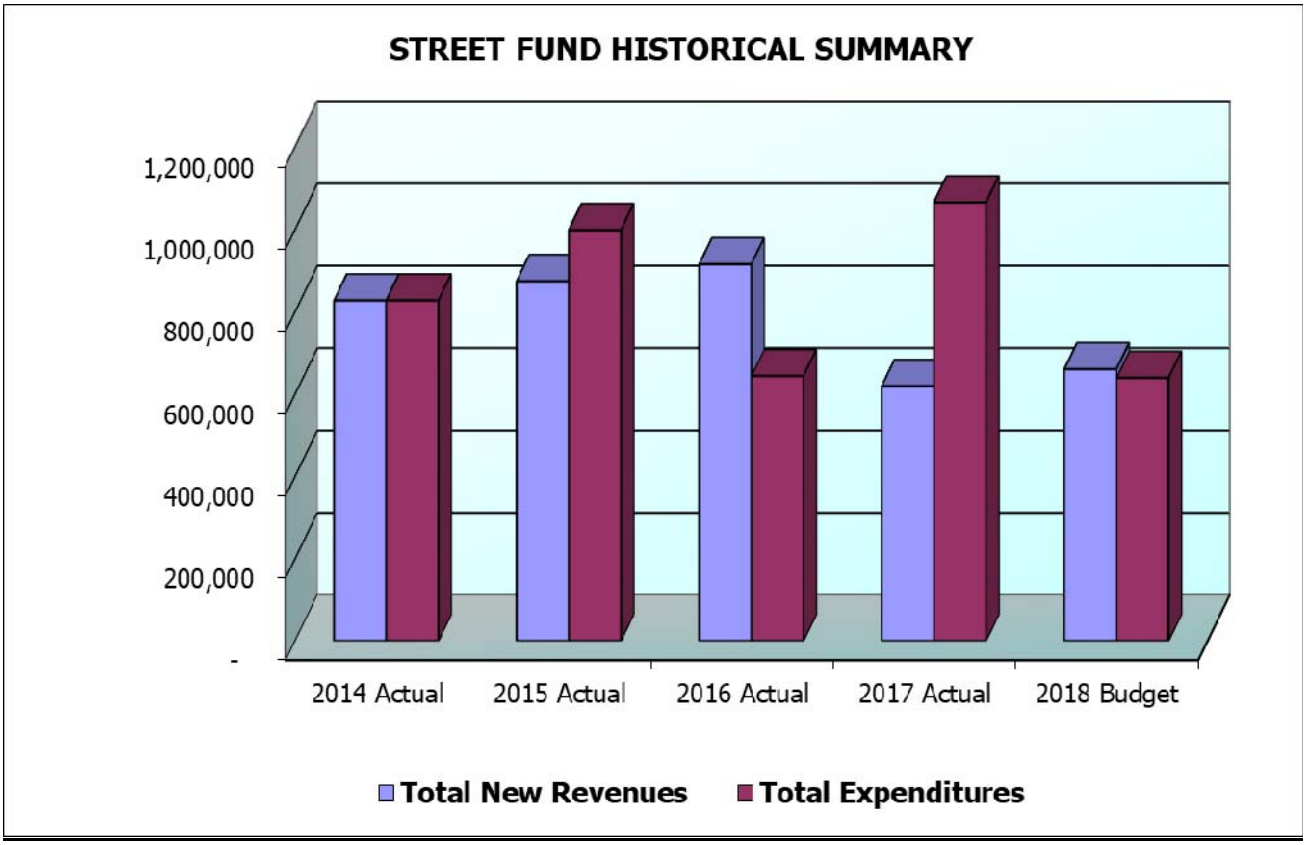


STREET FUND

The Street Fund provides for planning and maintenance of city streets, storm water system, sidewalks, and traffic control. Public Works manages the Street Division and is under the direction of the City Administrator.

The Street Division maintains 32 miles of roadway throughout the city. The Public Works Department is responsible for keeping the streets clean and passable with street sweeping and snow removal.

The City completes a six year transportation plan each year that details the needs and goals for providing traffic flows and safe traffic routes throughout the City.



STREET FUND REVENUE

Licenses & Permits: Fees for work in the City's right-of-way such as for street cuts, etc. are deposited to the Street Fund.

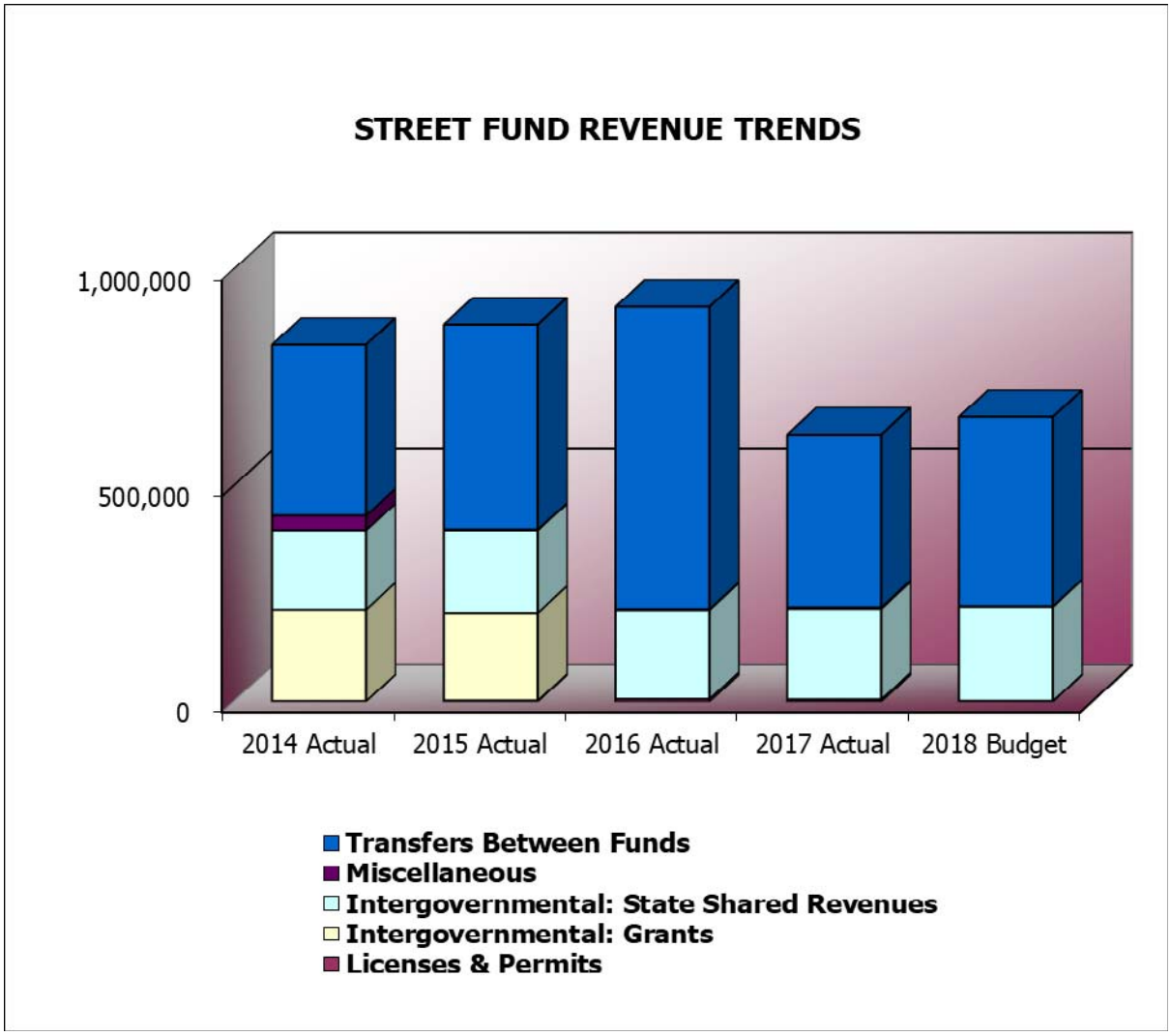
Intergovernmental Revenues:
Intergovernmental revenues are state grants and revenues shared with the city from the state or county, such as the Motor Vehicle Fuel Tax (MVFT) from the State. State Transportation Project revenues are allocated to the City from the County. These revenues are used for the construction and maintenance of streets and roadways within the city.

Miscellaneous Revenues: Miscellaneous Revenues are primarily interest earned on investments.

Transfers: The Current Expense Fund substantially supports the operations of the Street Fund with a sizable transfer annually.

Street Fund 2018 Revenue

REVENUE	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Budget	17 vs.'18 Inc/Dec %
Beginning Balance	**443,985**	**443,770**	**319,338**	**590,748**	**82,771**	**84.99%**
Licenses & Permits	1,500	2,790	6,855	5,700	2,000	-64.91%
Intergovernmental: Grants	212,230	203,628	0	0	0	#DIV/0!
Intergovernmental: State Shared Revenues	183,147	190,701	206,019	209,985	218,300	3.96%
Miscellaneous	34,927	1,739	2,023	3,289	1,500	-54.39%
Transfers Between Funds	395,000	475,000	699,855	400,000	438,000	9.50%
Total New Revenues	**826,805**	**873,858**	**914,752**	**618,974**	**659,800**	**6.60%**
Available Revenue	**1,270,790**	**1,317,628**	**1,234,090**	**1,209,722**	**742,571**	**-38.62%**



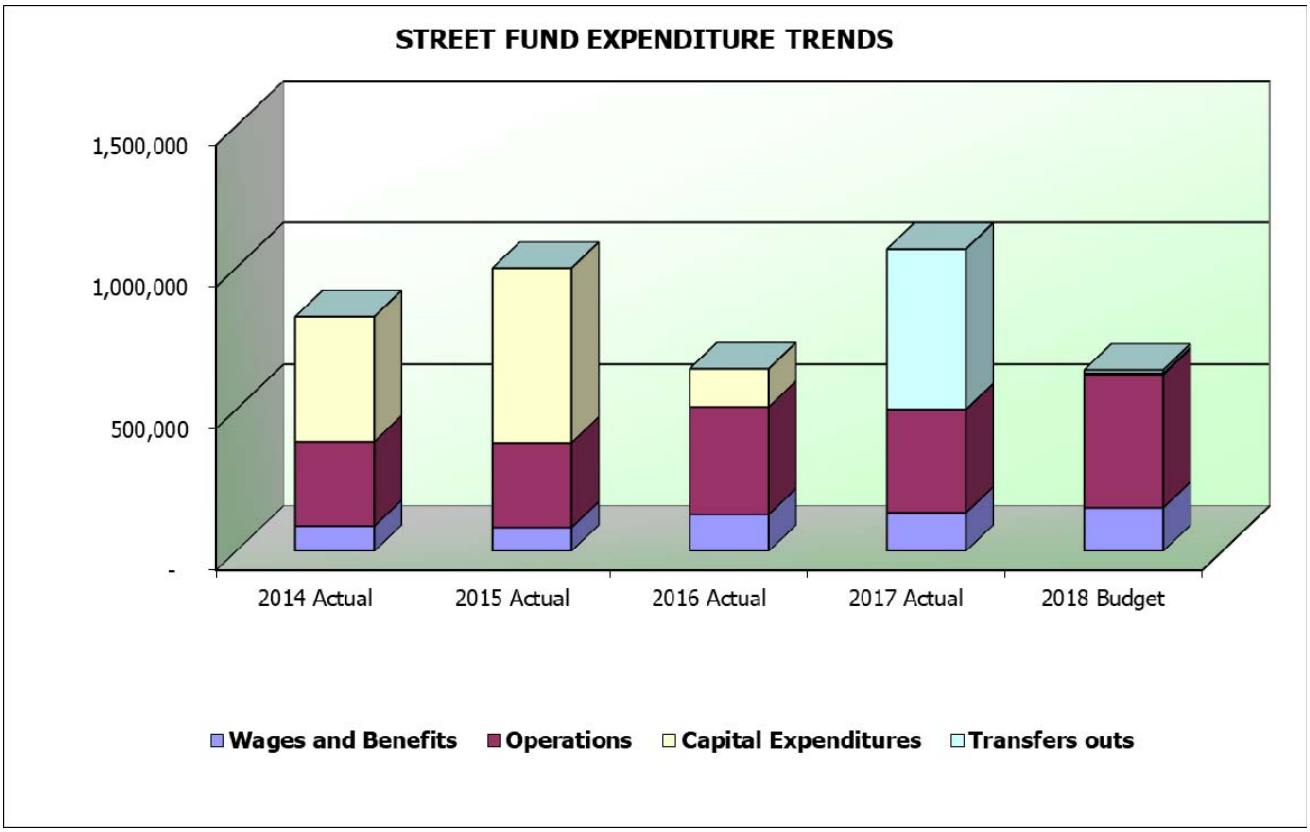
STREET FUND BUDGET CONSIDERATIONS

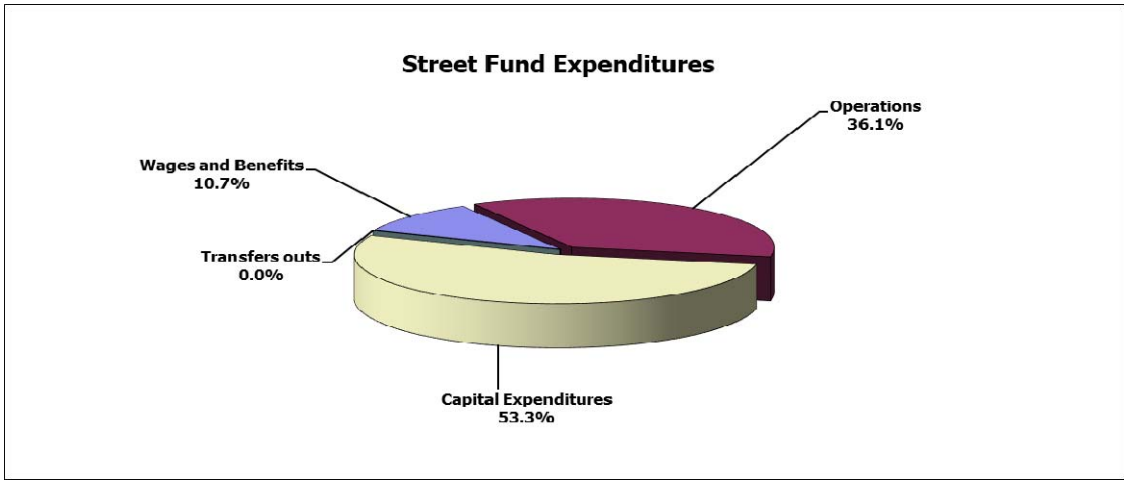
Beginning in 2017, all capital projects were removed from the Street Fund and are now budgeted in one of the street construction funds. This allows more accurate tracking of operating versus capital costs.

What remains budgeted in the Street fund is general operations and maintenance of the roads.

Street Fund 2018 Expenditures

EXPENDITURES	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Budget	'17 vs.'18 Inc/Dec %
Wages and Benefits	88,226	83,088	129,819	135,184	152,931	13.13%
Operations	298,389	299,323	378,976	363,829	469,381	29.01%
Capital Expenditures	440,405	615,879	134,546	1,450	5,500	279.24%
Transfers outs	-	-	-	565,000	11,120	-98.03%
Total Expenditures	**827,020**	**998,290**	**643,342**	**1,065,464**	**638,932**	**-40.03%**
Ending Balance	**443,770**	**319,338**	**590,748**	**144,258**	**103,639**	**-28.16%**





WATER FUND

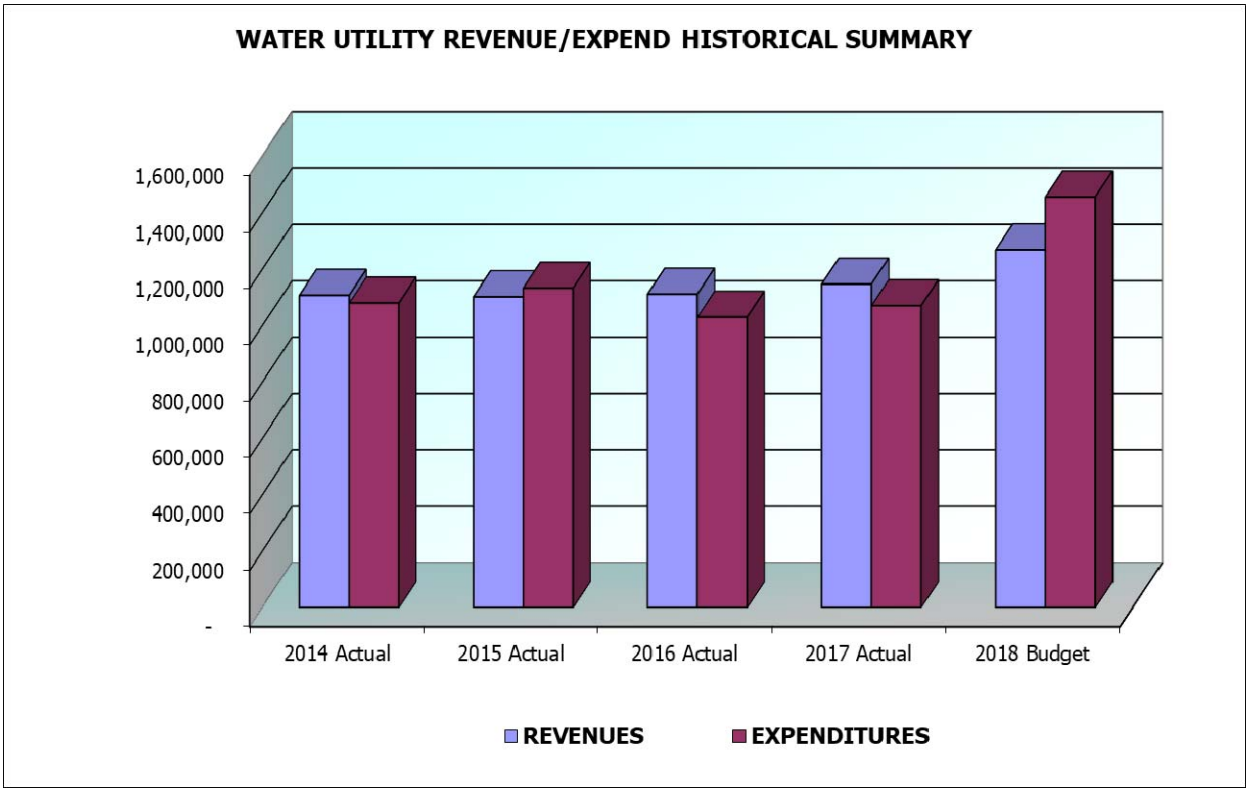
The Water Fund is an enterprise fund and accounts for its operations similar to private business in that the cost of operations, maintenance, debt and depreciation, is covered by fees charged to water users. The Water Fund provides for the planning and maintenance of water lines, wells, and reservoirs within the City of College Place. Public Works manages the Water Division under the direction of the City Administrator.



The Water Division of Public Works maintains 40 miles of water lines and serves approximately 3,573 residential and commercial units.

The Water Utility currently has three wells. One of the wells has failed and has been taken out of service. Another is failing due to geological shifting. Only one well is fully operational. The City will be moving forward with design/construction of Wells 1 and 2 in 2018. These will be funded by a combination of loans, grants, and revenue bonds.

Similarly to street capital projects, since 2017 the water capital projects have been removed from the operating fund and are now segregated and tracked in water capital funds.



Water Fund Revenue Sources

Charges for Services: Water Fund revenue is made up primarily of water sales. In 2016 City Council approved a 3-year water rate increase, from 2017 through 2019. The increase was

needed to continuing covering the costs of operation and to complete the required water improvements as stated in the Capital Facility Plan. That plan includes rehabilitating existing wells, and regular water line improvements to meet future growth expectations.

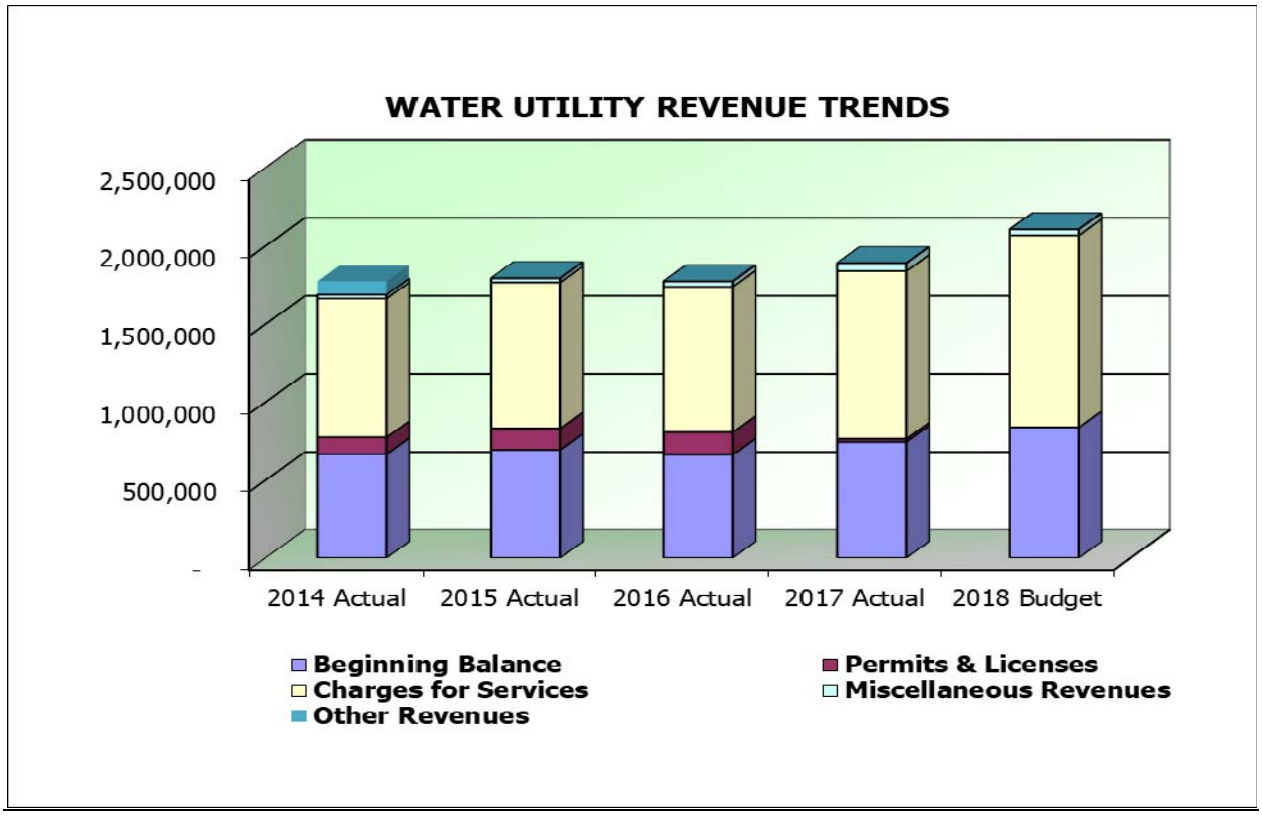
Permits & Licenses:
Capital Facility Fees and Water Hook-up fees are collected for new water hook-ups. These fees are transferred into Water Reserves for capital needs.

Miscellaneous Revenues: Miscellaneous Revenues are typically interest earned on investments.

Other Revenues: These include meter deposits and interfund transfers.

Water Fund Revenue

REVENUES	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Budget	17 vs. '18 Inc/Dec %
Beginning Balance	665,225	692,481	661,981	743,485	836,941	12.57%
Permits & Licenses	108,000	137,500	144,000	19,560	-	-100.00%
Charges for Services	888,950	935,796	931,585	1,074,898	1,230,100	14.44%
Miscellaneous Revenues	24,271	26,405	34,633	50,822	38,544	-24.16%
Other Revenues	86,444	3,000	1,500	2,000	500	-75.00%
New Revenue	**1,107,665**	**1,102,700**	**1,111,718**	**1,147,280**	**1,269,144**	**10.62%**
Total Available	**1,772,891**	**1,795,181**	**1,773,699**	**1,890,765**	**2,106,085**	**11.39%**

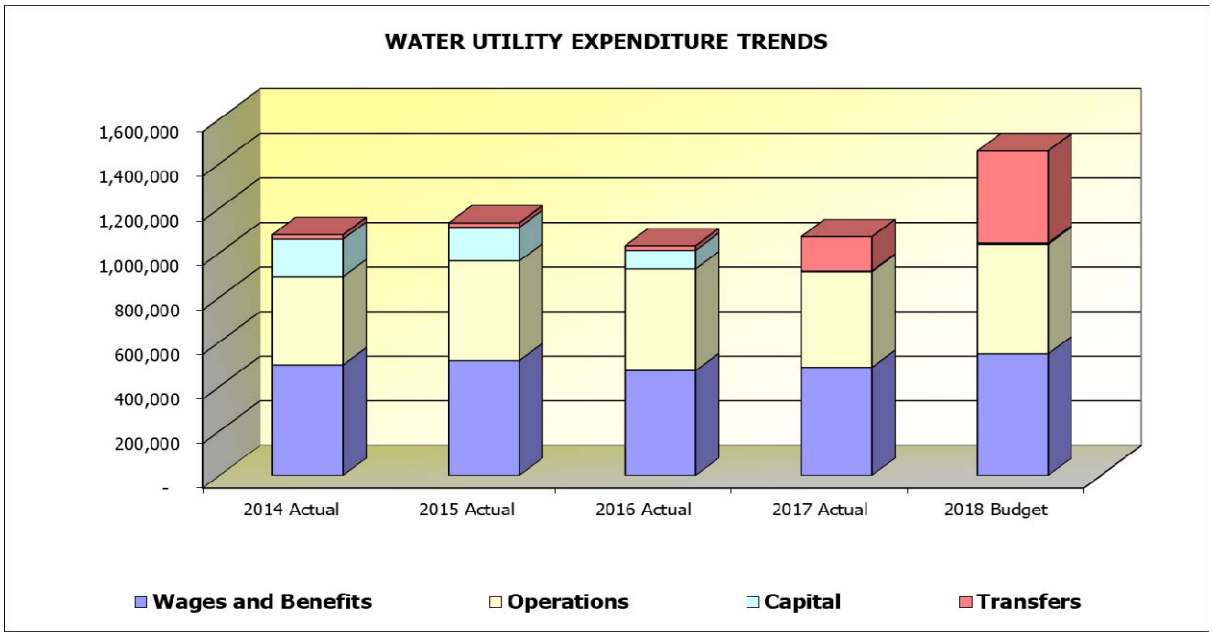


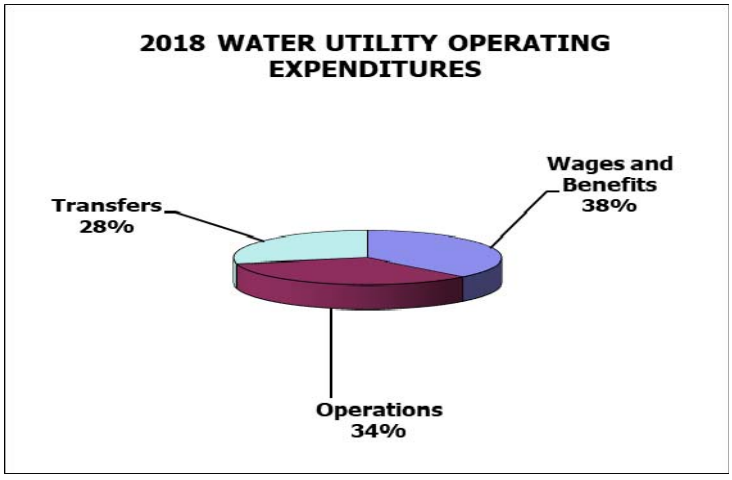
Water Fund Budget Considerations

During 2018 the Water Fund operations will remain fairly static. One big change is that in 2018 the transfer from the operating fund 400 to the capital reserve fund 410 will double from $100,000 to $200,000. This money will contribute toward the replacement of Well #2.

Water Fund Expenditures

EXPENDITURES	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Budget	17 vs. '18 Inc/Dec %
Wages and Benefits	496,286	515,665	470,742	485,007	545,618	3.03%
Operations	395,708	447,089	456,005	428,652	491,079	-6.00%
Capital	168,416	150,446	83,467	3,418	6,500	-95.91%
Transfers	20,000	20,000	20,000	154,000	413,000	670.00%
Total Expenditures	**1,080,410**	**1,133,200**	**1,030,213**	**1,071,077**	**1,456,197**	**3.97%**
Ending Balance	**692,481**	**661,981**	**743,485**	**819,687**	**649,888**	**10.25%**



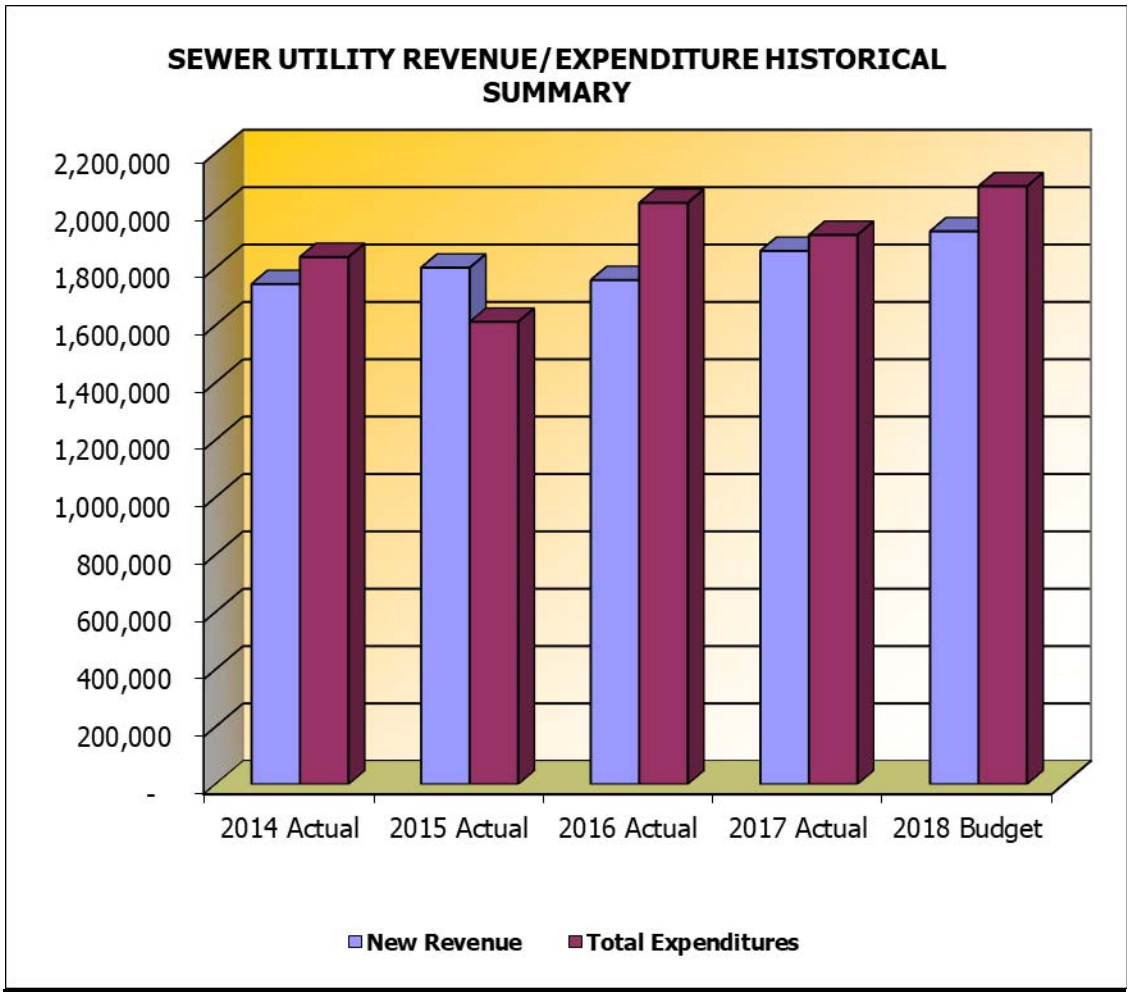


WASTEWATER FUND

The Wastewater Utility is an enterprise fund. Enterprise funds operate much like a private for-profit business. The fees charged for sewer services cover all the costs of operations, maintenance, capital, debt, and depreciation of the fund.



The Wastewater Division is under the direction of the Public Works Director and is operated through contract with CH2M. The City services about 4,100 residential and commercial units.



WASTEWATER FUND REVENUE SOURCES

Permits & Licenses: A Capital Facility Fee is collected for new Sewer hook-ups. The hook-up fee is transferred into Sewer Reserves for capital reinvestment.

Charges for Services: Revenues are mainly from service fees paid by sewer customers. With the completion of the Wastewater Facility Plan Update and new mandates by the State Department of Ecology, the City's Wastewater Treatment Plant facility will need to be addressed in order to meet new standards.

In 2017, a wastewater rate analysis was completed to determine the future revenue needs of the Wastewater Fund. As a result of this study, the City Council passed a resolution implementing 3 years' of rate increases, for 2018-2020.

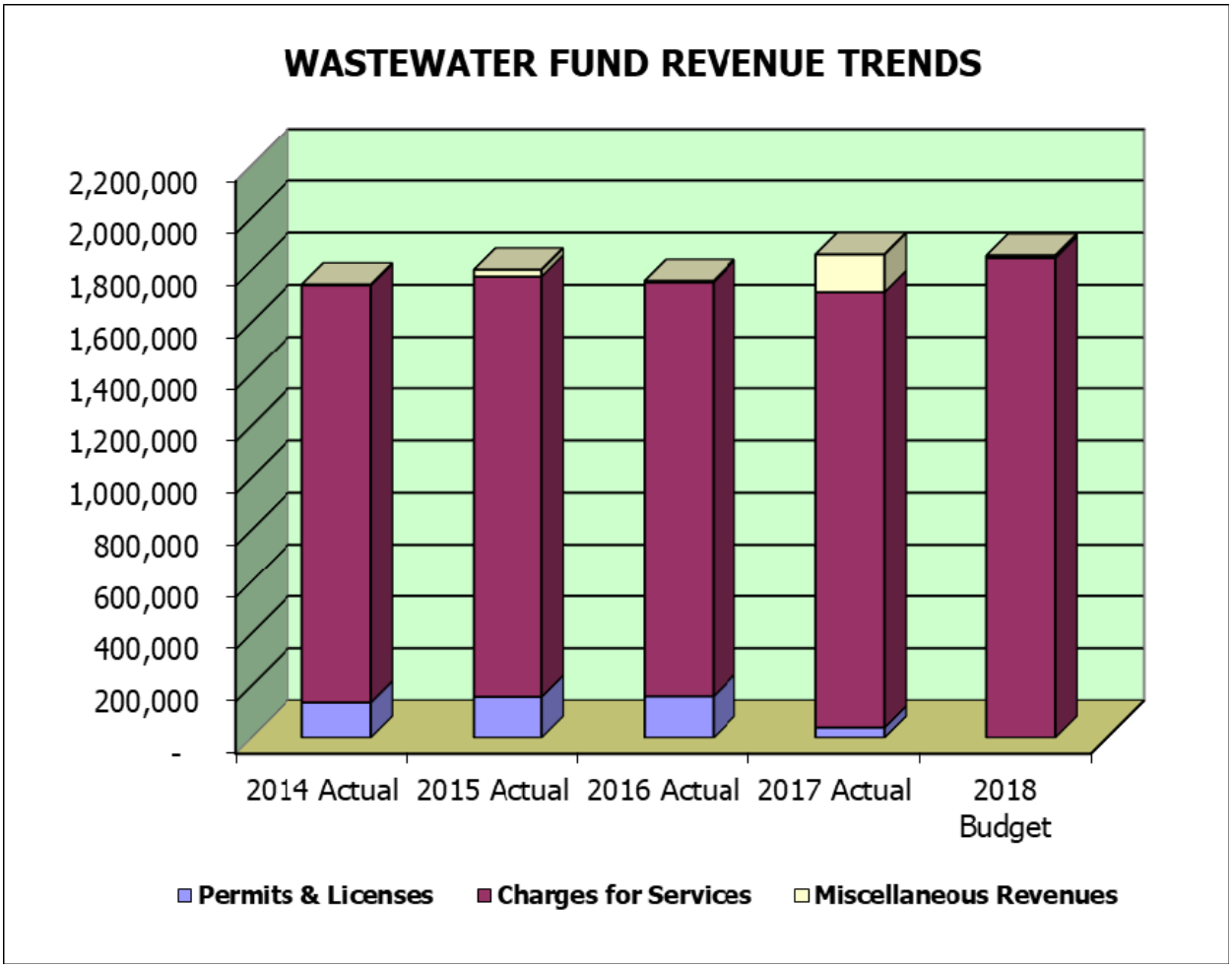
Miscellaneous Revenues: These revenues are typically interest earned on investments.

Beginning in 2017, this also includes an annual rebate from CH2M.

Other Revenues: This primarily consists of interfund transfers. Although internal transfers are not new revenues received by a fund, they are new revenues received by a fund. Each transfer of funds has been authorized by the City Council and is shown as revenue into the receiving fund and expenses out of the providing fund.

Wastewater Fund Revenue

REVENUES	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Budget	'17 vs. '18 Inc/Dec %
Beginning Balance	981,635.68	887,392.48	1,076,324.73	807,290.15	765,723.00	-5.15%
Permits & Licenses	134,850	156,718	159,000	39,460	-	-100.00%
Charges for Services	1,606,382	1,618,216	1,593,626	1,675,264	1,846,000	10.19%
Miscellaneous Revenues	2,543	26,133	5,152	144,695	9,000	-93.78%
Other Revenues	-	-	-	-	72,758	#DIV/0!
New Revenue	**1,743,775**	**1,801,066**	**1,757,777**	**1,859,418**	**1,927,758**	**3.68%**
Available Revenue	**2,725,411**	**2,688,459**	**2,834,102**	**2,666,708**	**2,693,481**	**1.00%**

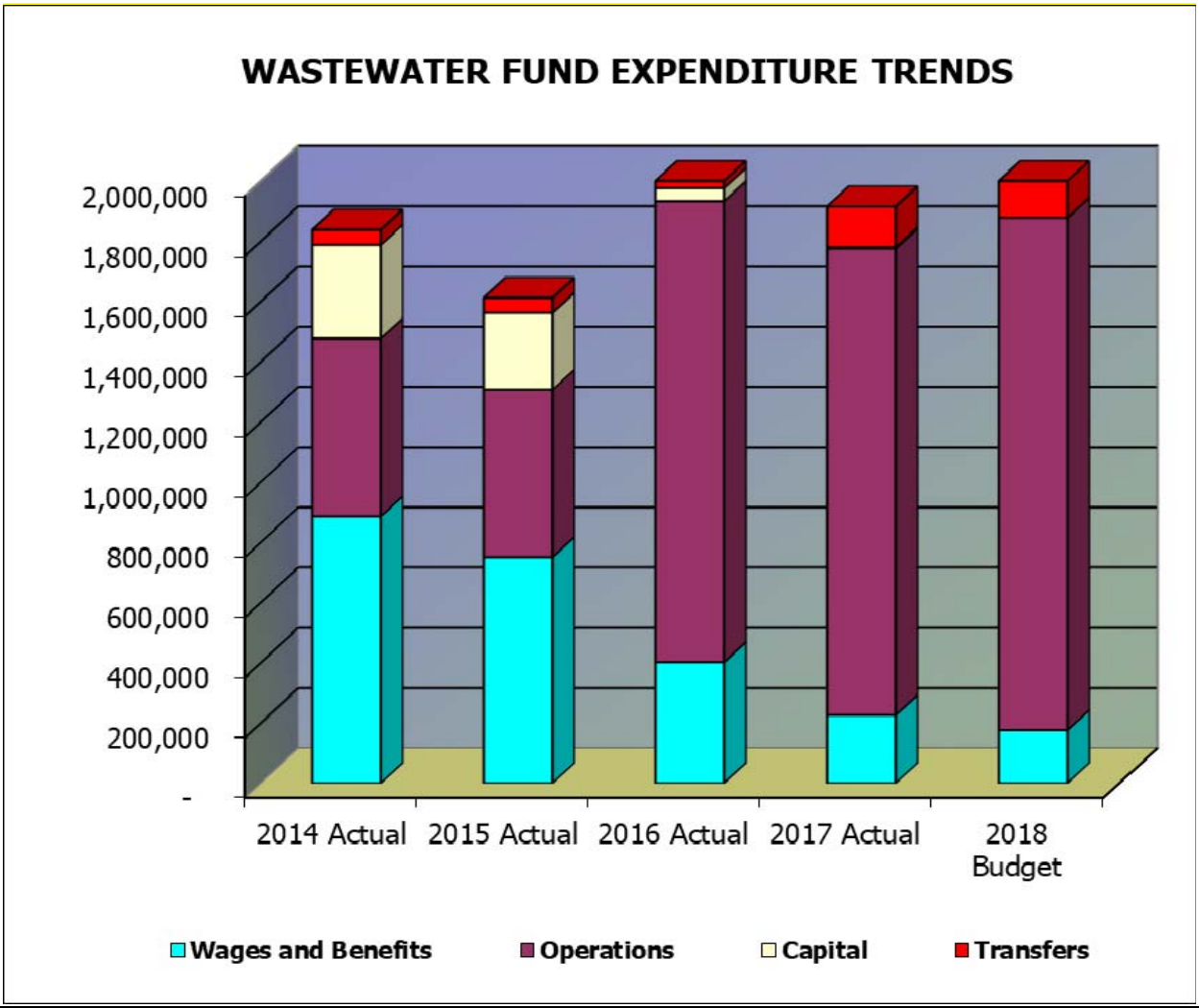


WASTEWATER FUND BUDGET CONSIDERATIONS

As with the Street Fund and the Water Fund, capital expenditures have been segregated from operating expenditures in the Wastewater Utility. Operating expenditures remain in the operating fund (401), while capital projects and purchases are now budgeted and spent out of the capital reserve fund (411). Beginning in 2018, as part of the financial plan set forth by the 2017 rate study, the wastewater fund 401 will be transferring a portion of its revenue to the capital reserve fund (411) for rate-funded capital. The transfer will be $100,000 in 2018, growing to $1,000,000/year in 2027 and thereafter.

Wastewater Fund Expenditures

EXPENDITURES	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Budget	'17 vs. '18 Inc/Dec %
Wages and Benefits	886,641	750,908	402,540	226,251	176,148	-22.14%
Operations	590,532	556,541	1,530,860	1,548,480	1,702,051	9.92%
Capital	310,845	254,685	43,412	5,067	-	-100.00%
Transfers	50,000	50,000	50,000	135,300	206,400	52.55%
Total Expenditures	**1,838,018**	**1,612,134**	**2,026,812**	**1,915,097**	**2,084,599**	**8.85%**
Ending Balance	**887,392**	**1,076,325**	**807,290**	**751,611**	**608,882**	**-18.99%**
Total	**2,725,411**	**2,688,459**	**2,834,102**	**2,666,708**	**2,693,481**	**1.00%**



DEBT SERVICE FUNDS

College Place takes a conservative approach to debt. The City's debt limit is $14,222,045 with a public vote and $9,243,692 for a Councilmanic (non-voted) issue. We currently hold $1,184,109 in non-voted general obligation bonds and $5,750,000 in voted general obligation bonds. This leaves available debt capacity of $8,472,045 with a public vote or $8,059,583 for a Councilmanic issue.

The City currently also has several PWTF and SRF loans related to the water and wastewater utilities. These do not count toward the debt capacity as they are not general obligation loans and the debt service on them is paid for through utility rates.

ULTGO Bond Fund 201

CARS Project. In 2014 the city borrowed $7,000,000 to reconstruct College Avenue and Rose Street. The interest rate for the bonds is 3.38%. Outstanding principle at the end of 2018 will be $5,465,000. This loan will be retired in 2033.

LTGO Bond Fund 202

Structural Fire Engine. In 2016 the city issued a Councilmanic bond in the amount of $448,758 to purchase a structural fire engine. The life of the engine is 20 years. The interest rate is 1.99%. Outstanding principle at the end of 2018 will be $314,131. This loan will be retired in 2025.

Commercial Drive Bond Fund 235

In 2008 College Place borrowed $1,500,000 at 4.3% interest for infrastructure improvements to Commercial Drive. This is a 15-year bond paid for with transfers from the Current Expense Fund. Outstanding principle at the end of 2018 will be $825,100. This loan will be retired in 2024.

Wastewater Debt Service Fund 412

This fund makes the payments on three loans which were used to finance the wastewater treatment plant:

- SRF loans A&B – issued in 2001/2002, 0% interest, balance after 2018 payments = $658,419, retirement in 2021/2022.
- PWTF 2002 – issued in 2002, 1.0% interest, balance after 2018 payments = $0, retirement in 2018.

Water Capital Improvement Reserve/Debt Fund 413

This fund makes the payments on four loans which were used to finance various water improvement projects:

- DWSRF 2005 loan – issued in 2005, 1.5% interest, balance after 2018 payments = $613,199, retirement in 2025.
- PWTF 2005 – issued in 2005, 0.5% interest, balance after 2018 payments = $1,182,196, retirement in 2025.
- PWTF 2008 – issued in 2008, 0.5% interest, balance after 2018 payments = $2,536,644, retirement in 2028
- DOH 2018 – not yet issued, anticipate first draws in 2018. 1.0% interest, 50% forgiveness, 20 year payment term.

Water Revenue Bond Fund 426

In 2017 College Place issued $4,500,000 at 2.88% interest for water infrastructure improvements including the replacement of Well #2. This is a 20-year bond paid for with water rates. Outstanding principle at the end of 2018 is unknown at this time, as the City has a one-year draw-down period and does not need to take the full $4.5 million if unneeded. This loan will be retired in 2037.

CITY OF COLLEGE PLACE
2018 BUDGET

FUND DESCRIPTION	Actual 2014	Actual 2015	Actual 2016	Actual 2017	Budget 2018
ULTGO BOND - CARS (201)					
Beg. Balance	15,657	17,131	14,917	15,042	15,118
Revenue	423,637	489,244	491,008	490,496	489,765
Expenditures	422,163	491,457	490,883	490,415	489,750
Ending Balance	17,131	14,917	15,042	15,123	15,133
LTGO BOND - FIRE ENGINE (202)					
Beg. Balance	2,912	3,259	0	51,971	51,972
Revenue-2006 PWTF	74,415	0	100,014	52,935	52,031
Expenditures-2006	74,068	3,259	48,043	52,932	52,021
Ending Balance	3,259	0	51,971	51,975	51,982
COMMERCIAL DRIVE BOND (235)					
Beg. Balance	80,702	80,732	80,791	140,795	141,406
Revenue	140,551	140,572	200,528	141,141	140,684
Expenditures	140,520	140,514	140,524	140,507	140,495
Ending Balance	80,732	80,791	140,795	141,429	141,595
SRF WWTP A&B; PWTF WWTP (412)					
Beg. Balance	822,992	884,364	956,497	1,046,960	545,769
Revenue	756,077	762,701	779,099	789,098	796,000
Expenditures	694,705	690,569	688,636	1,284,513	771,172
Ending Balance	884,364	956,497	1,046,960	551,546	570,597
SRF EASTSIDE WATER; PWTF WATER 2005 & 2008 (413)					
Beg. Balance	780,037	877,472	989,817	1,118,555	1,263,648
Revenue	716,529	727,070	743,150	746,308	827,500
Expenditures	619,095	614,725	614,412	608,939	969,875
Ending Balance	877,472	989,817	1,118,555	1,255,923	1,121,273
2017 WATER REVENUE BONDS (426)					
Beg. Balance	116,157	116,199	116,281	116,520	302,522
Revenue	94	125	276	302,731	303,670
Expenditures	53	43	38	337,849	303,470
Ending Balance	116,199	116,281	116,520	81,403	302,722
TOTAL DEBT SERVICE					
Beg. Balance	1,818,457	1,979,156	2,158,303	2,489,843	2,320,435
Revenue	2,111,303	2,119,713	2,314,075	2,522,710	2,609,650
Expenditures	1,950,604	1,940,567	1,982,535	2,915,155	2,726,783
Ending Balance	1,979,156	2,158,303	2,489,843	2,097,398	2,203,302

Detailed Budget



Adopted
December 12, 2017

ORDINANCE NO. 17-050

AN ORDINANCE OF THE CITY OF COLLEGE PLACE, WALLA WALLA COUNTY, WASHINGTON, ADOPTING THE BUDGET OF THE CITY FOR THE YEAR 2018 AND PROVIDING AN EFFECTIVE DATE THEREOF.

WHEREAS, notice of hearing by the City Council of the City of College Place for and against said budget and the terms thereof having been given in the manner and time required by law and public hearings being held in the Council Chambers on October 24, 2017, and November 28, 2017; and

WHEREAS, the final budget of the City of College Place for the year 2018 has been submitted and approved;

NOW, THEREFORE THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE, WALLA WALLA COUNTY, WASHINGTON do ordain as follows:

Section 1: That the budget for the City of College Place is hereby established for the year 2018 as follows:

Fund Name	Appropriated Revenues	Appropriated Expenditures
001 Current Expense Fund	$ 8,579,053	$ 8,579,053
012 Technology Reserve	$ 345,561	$ 345,561
061 Employee Benefit Reserve	$ 291,667	$ 291,667
100 Street Fund	$ 742,571	$ 742,571
120 Criminal Justice Fund	$ 42,337	$ 42,337
121 Forfeited Proceeds Fund	$ 14,678	$ 14,678
130 Hotel/Motel Tax	$ 6,683	$ 6,683
201 ULTGO Bond Fund	$ 504,883	$ 504,883
202 LTGO Bond Fund	$ 104,003	$ 104,003
235 Commercial Drive Debt Service Fund	$ 282,090	$ 282,090
301 Street Capital Contribution Fund	$ 176,048	$ 176,048
305 Capital Improvement Fund (REET)	$ 274,830	$ 274,830
306 Capital Improvement Fund (REET 2)	$ 324,044	$ 324,044
311 Street Improvement Fund	$ 2,312,700	$ 2,312,700
315 Facility Maintenance Reserve Fund	$ 186,115	$ 186,115
320 Equipment Reserve Fund	$ 784,195	$ 784,195
330 Economic Development Fund	$ 511,864	$ 511,864
340 Economic Development Reserve Fund	$ 65	$ 65
400 Water Fund	$ 2,106,085	$ 2,106,085
401 Wastewater Fund	$ 2,693,481	$ 2,693,481
410 Water Capital Reserve Fund	$ 5,122,473	$ 5,122,473
411 Wastewater Capital Reserve Fund	$ 1,347,259	$ 1,347,259
412 Wastewater Debt Service Fund	$ 1,341,769	$ 1,341,769
413 Water Capital Reserve Fund	$ 2,091,148	$ 2,091,148
425 Water & Sewer Revenue Bond Debt Fund	$ 122,422	$ 122,422
426 2007 Water/Sewer Bond Reserve Fund	$ 606,192	$ 606,192
431 Water System Construction Fund	$ 4,600,000	$ 4,600,000
500 Equipment Rental & Replacement Fund	$ 449,658	$ 449,658
625 Flexible Benefits Plan Fund	$ 20,388	$ 20,388
Totals:	$ 35,984,262	$ 35,984,262

Section 2: That if any item, or part of this ordinance, or if the budget described in the same, shall be adjudged to be invalid, such adjudication shall not affect the validity of the ordinance as a whole, or any item, section of part of said ordinance or budget not adjudged invalid.

Section 3: This ordinance shall be in full force and effective five days after passage and publication as required by law.

PASSED and **APPROVED** by the College Place City Council this 12th day of December, 2017.

APPROVED:

Harvey R. Crowder - Mayor

ATTEST:

Lisa R. Neissl – City Clerk

APPROVED AS TO FORM:

Andrea J. Clare - City Attorney
WSBA 37889

Budget Summary with Ending Fund Balance

	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted
001 Current Expense Fund					
Beginning Fund Balance	$ 1,817,693	$ 2,053,914	$ 2,548,864	$ 2,324,293	$ 2,418,426
Revenue	$ 4,718,104	$ 5,054,194	$ 5,029,775	$ 5,465,183	$ 6,160,627
Expenditures	$ (4,481,883)	$ (4,559,245)	$ (5,254,346)	$ (5,648,181)	$ (6,482,808)
Ending Fund Balance	$ 2,053,914	$ 2,548,864	$ 2,324,293	$ 2,141,295	$ 2,096,245
Total Fund Budget	$ 6,535,797	$ 7,108,108	$ 7,578,639	$ 7,789,476	$ 8,579,053
012 Technology Reserve Fund					
Beginning Fund Balance	$ 18,935	$ 23,607	$ 114,755	$ 196,275	$ 200,061
Revenue	$ 50,022	$ 125,110	$ 125,473	$ 166,914	$ 145,500
Expenditures	$ (45,350)	$ (33,962)	$ (43,953)	$ (98,034)	$ (98,250)
Ending Fund Balance	$ 23,607	$ 114,755	$ 196,275	$ 265,156	$ 247,311
Total Fund Budget	$ 68,957	$ 148,717	$ 240,228	$ 363,190	$ 345,561
061 Employee Benefit Reserve Fund					
Beginning Fund Balance	$ 50,027	$ 100,054	$ 200,125	$ 250,521	$ 266,167
Revenue	$ 50,060	$ 100,108	$ 50,460	$ 51,018	$ 25,500
Expenditures	$ (34)	$ (37)	$ (64)	$ (35,086)	$ (13,065)
Ending Fund Balance	$ 100,054	$ 200,125	$ 250,521	$ 266,453	$ 278,602
Total Fund Budget	$ 100,088	$ 200,162	$ 250,585	$ 301,539	$ 291,667
100 Street Fund					
Beginning Fund Balance	$ 443,985	$ 443,770	$ 319,338	$ 590,748	$ 82,771
Revenue	$ 826,805	$ 873,858	$ 914,752	$ 618,974	$ 659,800
Expenditures	$ (827,020)	$ (998,290)	$ (643,342)	$ (1,065,464)	$ (638,932)
Ending Fund Balance	$ 443,770	$ 319,338	$ 590,748	$ 144,258	$ 103,639
Total Fund Budget	$ 1,270,790	$ 1,317,628	$ 1,234,090	$ 1,209,722	$ 742,571
120 Criminal Justice Fund					
Beginning Fund Balance	$ 25,098	$ 32,676	$ 13,971	$ 25,673	$ 29,387
Revenue	$ 10,792	$ 11,304	$ 11,709	$ 12,239	$ 12,950
Expenditures	$ (3,214)	$ (30,009)	$ (6)	$ (8,521)	$ (16,697)
Ending Fund Balance	$ 32,676	$ 13,971	$ 25,673	$ 29,392	$ 25,640
Total Fund Budget	$ 35,890	$ 43,980	$ 25,680	$ 37,913	$ 42,337
121 Forfeited Proceeds Fund					
Beginning Fund Balance	$ 4,875	$ 6,965	$ 5,350	$ 10,033	$ 12,153
Revenue	$ 2,092	$ 3,045	$ 4,686	$ 4,198	$ 2,525
Expenditures	$ (3)	$ (4,659)	$ (3)	$ (2,214)	$ (12,505)
Ending Fund Balance	$ 6,965	$ 5,350	$ 10,033	$ 12,017	$ 2,173
Total Fund Budget	$ 6,968	$ 10,010	$ 10,036	$ 14,231	$ 14,678

Budget Summary with Ending Fund Balance

	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted
130 Hotel/Motel Tax					
Beginning Fund Balance	$ -	$ -	$ -	$ -	$ 2,683
Revenue	$ -	$ -	$ -	$ 2,399	$ 4,000
Expenditures	$ -	$ -	$ -	$ -	$ -
Ending Fund Balance	$ -	$ -	$ -	$ 2,399	$ 6,683
Total Fund Budget	$ -	$ -	$ -	$ 2,399	$ 6,683
201 ULTGO Bond Fund					
Beginning Fund Balance	$ 15,657	$ 17,131	$ 14,917	$ 15,042	$ 15,118
Revenue	$ 423,637	$ 489,244	$ 491,008	$ 490,496	$ 489,765
Expenditures	$ (422,163)	$ (491,457)	$ (490,883)	$ (490,415)	$ (489,750)
Ending Fund Balance	$ 17,131	$ 14,917	$ 15,042	$ 15,123	$ 15,133
Total Fund Budget	$ 439,294	$ 506,374	$ 505,925	$ 505,538	$ 504,883
202 LTGO Bond Fund					
Beginning Fund Balance	$ 2,912	$ 3,259	$ -	$ 51,971	$ 51,972
Revenue	$ 74,415	$ 0	$ 100,014	$ 52,935	$ 52,031
Expenditures	$ (74,068)	$ (3,259)	$ (48,043)	$ (52,932)	$ (52,021)
Ending Fund Balance	$ 3,259	$ -	$ 51,971	$ 51,975	$ 51,982
Total Fund Budget	$ 77,327	$ 3,259	$ 100,014	$ 104,906	$ 104,003
235 LTGO Bond Fund					
Beginning Fund Balance	$ 80,702	$ 80,732	$ 80,791	$ 140,795	$ 141,406
Revenue	$ 140,551	$ 140,572	$ 200,528	$ 141,141	$ 140,684
Expenditures	$ (140,520)	$ (140,514)	$ (140,524)	$ (140,507)	$ (140,495)
Ending Fund Balance	$ 80,732	$ 80,791	$ 140,795	$ 141,429	$ 141,595
Total Fund Budget	$ 221,253	$ 221,304	$ 281,319	$ 281,936	$ 282,090
301 Street Capital Contribution Fund					
Beginning Fund Balance	$ 88,808	$ 227,609	$ 16,016	$ 16,026	$ 16,033
Revenue	$ 138,802	$ 21,753	$ 584	$ 31,229	$ 160,015
Expenditures	$ -	$ (233,347)	$ (574)	$ (31,221)	$ (85,000)
Ending Fund Balance	$ 227,609	$ 16,016	$ 16,026	$ 16,034	$ 91,048
Total Fund Budget	$ 227,609	$ 249,363	$ 16,600	$ 47,255	$ 176,048
305 Capital Improvement Fund (REET 1)					
Beginning Fund Balance	$ 168,907	$ 252,100	$ 260,748	$ 142,263	$ 154,530
Revenue	$ 83,283	$ 112,267	$ 135,136	$ 117,483	$ 120,300
Expenditures	$ (90)	$ (103,619)	$ (253,620)	$ (133,275)	$ (100,000)
Ending Fund Balance	$ 252,100	$ 260,748	$ 142,263	$ 126,472	$ 174,830
Total Fund Budget	$ 252,190	$ 364,367	$ 395,884	$ 259,746	$ 274,830

Budget Summary with Ending Fund Balance

	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted
306 Capital Improvement Fund (REET 2)					
Beginning Fund Balance	$ -	$ -	$ -	$ -	$ 93,906
Revenue	$ -	$ -	$ -	$ 117,034	$ 230,138
Expenditures	$ -	$ -	$ -	$ (31,128)	$ (131,651)
Ending Fund Balance	$ -	$ -	$ -	$ 85,906	$ 192,393
Total Fund Budget	$ -	$ -	$ -	$ 117,034	$ 324,044
309 Myra Road Fund					
Beginning Fund Balance	$ 448,011	$ 445,754	$ 212,323	$ -	$ -
Revenue	$ 364	$ 314	$ 38	$ -	$ -
Expenditures	$ (2,621)	$ (233,744)	$ (212,361)	$ -	$ -
Ending Fund Balance	$ 445,754	$ 212,323	$ -	$ -	$ -
Total Fund Budget	$ 448,375	$ 446,067	$ 212,361	$ -	$ -
311 Street Improvement Fund					
Beginning Fund Balance	$ 55,716	$ 55,736	$ 55,776	$ 137	$ 195,074
Revenue	$ 45	$ 60	$ 133	$ 390,820	$ 2,117,626
Expenditures	$ (25)	$ (21)	$ (55,771)	$ (239,960)	$ (1,876,196)
Ending Fund Balance	$ 55,736	$ 55,776	$ 137	$ 150,997	$ 436,504
Total Fund Budget	$ 55,762	$ 55,796	$ 55,908	$ 390,957	$ 2,312,700
315 Facility Maintenance Reserve Fund					
Beginning Fund Balance	$ 100,167	$ 200,221	$ 242,369	$ 338,661	$ 135,365
Revenue	$ 100,121	$ 50,257	$ 100,758	$ 1,211	$ 50,750
Expenditures	$ (68)	$ (8,109)	$ (4,466)	$ (180,890)	$ (110,100)
Ending Fund Balance	$ 200,221	$ 242,369	$ 338,661	$ 158,983	$ 76,015
Total Fund Budget	$ 200,289	$ 250,478	$ 343,127	$ 339,872	$ 186,115
320 Equipment Reserve Fund					
Beginning Fund Balance	$ -	$ -	$ -	$ -	$ 337,575
Revenue	$ -	$ -	$ -	$ 423,028	$ 446,620
Expenditures	$ -	$ -	$ -	$ (85,927)	$ (224,000)
Ending Fund Balance	$ -	$ -	$ -	$ 337,101	$ 560,195
Total Fund Budget	$ -	$ -	$ -	$ 423,028	$ 784,195
330 Economic Development Fund					
Beginning Fund Balance	$ 565,664	$ 7,221,765	$ 4,877,481	$ 693,749	$ 426,814
Revenue	$ 7,319,295	$ 2,544,042	$ 2,765,761	$ 429,611	$ 85,050
Expenditures	$ (663,194)	$ (4,888,326)	$ (6,949,493)	$ (717,847)	$ (511,864)
Ending Fund Balance	$ 7,221,765	$ 4,877,481	$ 693,749	$ 405,513	$ -
Total Fund Budget	$ 7,884,959	$ 9,765,807	$ 7,643,242	$ 1,123,360	$ 511,864

Budget Summary with Ending Fund Balance

	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted
340 Economic Development Reserve Fund					
Beginning Fund Balance	$ 65	$ 65	$ 65	$ 65	$ 65
Revenue	$ 0	$ -	$ -	$ -	$ -
Expenditures	$ (0)	$ -	$ -	$ -	$ -
Ending Fund Balance	$ 65	$ 65	$ 65	$ 65	$ 65
Total Fund Budget	$ 65	$ 65	$ 65	$ 65	$ 65
400 Water Fund					
Beginning Fund Balance	$ 665,225	$ 692,481	$ 661,981	$ 743,485	$ 836,941
Revenue	$ 1,107,665	$ 1,102,700	$ 1,111,718	$ 1,147,280	$ 1,269,144
Expenditures	$ (1,080,410)	$ (1,133,200)	$ (1,030,213)	$ (1,071,077)	$ (1,456,197)
Ending Fund Balance	$ 692,481	$ 661,981	$ 743,485	$ 819,687	$ 649,888
Total Fund Budget	$ 1,772,891	$ 1,795,181	$ 1,773,699	$ 1,890,765	$ 2,106,085
401 Wastewater Fund					
Beginning Fund Balance	$ 981,636	$ 887,392	$ 1,076,325	$ 807,290	$ 765,723
Revenue	$ 1,743,775	$ 1,801,066	$ 1,757,777	$ 1,859,418	$ 1,927,758
Expenditures	$ (1,838,018)	$ (1,612,134)	$ (2,026,812)	$ (1,915,097)	$ (1,930,556)
Ending Fund Balance	$ 887,392	$ 1,076,325	$ 807,290	$ 751,611	$ 762,925
Total Fund Budget	$ 2,725,411	$ 2,688,459	$ 2,834,102	$ 2,666,708	$ 2,693,481
405 Appointment Keeper Transport Fund					
Beginning Fund Balance	$ 61,199	$ 41,428	$ 15,814	$ 13,267	$ -
Revenue	$ 203,925	$ 43,730	$ 250	$ -	$ -
Expenditures	$ (223,695)	$ (69,344)	$ (2,798)	$ (13,267)	$ -
Ending Fund Balance	$ 41,428	$ 15,814	$ 13,267	$ -	$ -
Total Fund Budget	$ (182,267)	$ (53,530)	$ 10,469	$ (13,267)	$ -
410 Water Capital Reserve Fund					
Beginning Fund Balance	$ 148,836	$ 168,892	$ 189,018	$ 109,329	$ 437,615
Revenue	$ 20,127	$ 20,191	$ 20,362	$ 463,027	$ 4,684,858
Expenditures	$ (71)	$ (65)	$ (100,050)	$ (153,526)	$ (3,968,720)
Ending Fund Balance	$ 168,892	$ 189,018	$ 109,329	$ 418,830	$ 1,153,753
Total Fund Budget	$ 168,821	$ 188,953	$ 9,279	$ 265,304	$ (2,814,967)
411 Wastewater Capital Reserve Fund					
Beginning Fund Balance	$ 344,361	$ 394,491	$ 444,785	$ 445,728	$ 931,423
Revenue	$ 50,295	$ 50,447	$ 51,091	$ 800,757	$ 415,836
Expenditures	$ (165)	$ (153)	$ (50,148)	$ (284,114)	$ (1,258,050)
Ending Fund Balance	$ 394,491	$ 444,785	$ 445,728	$ 962,370	$ 89,209
Total Fund Budget	$ 394,655	$ 444,938	$ 495,876	$ 1,246,484	$ 1,347,259

Budget Summary with Ending Fund Balance

	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted
412 Wastewater Debt Service Fund					
Beginning Fund Balance	$ 822,992	$ 884,364	$ 956,497	$ 1,046,960	$ 545,769
Revenue	$ 756,077	$ 762,701	$ 779,099	$ 789,098	$ 796,000
Expenditures	$ (694,705)	$ (690,569)	$ (688,636)	$ (1,284,513)	$ (771,172)
Ending Fund Balance	$ 884,364	$ 956,497	$ 1,046,960	$ 551,546	$ 570,597
Total Fund Budget	$ 1,579,069	$ 1,647,066	$ 1,735,596	$ 1,836,059	$ 1,341,769
413 Water Capital Improvement Reserve Fund					
Beginning Fund Balance	$ 780,037	$ 877,472	$ 989,817	$ 1,118,555	$ 1,263,648
Revenue	$ 716,529	$ 727,070	$ 743,150	$ 746,308	$ 827,500
Expenditures	$ (619,095)	$ (614,725)	$ (614,412)	$ (608,939)	$ (969,875)
Ending Fund Balance	$ 877,472	$ 989,817	$ 1,118,555	$ 1,255,923	$ 1,121,273
Total Fund Budget	$ 1,496,566	$ 1,604,542	$ 1,732,967	$ 1,864,862	$ 2,091,148
425 Water & Sewer Revenue Bond Fund					
Beginning Fund Balance	$ 3,457	$ 3,162	$ 3,053	$ 2,782	$ 122,412
Revenue	$ 106,099	$ 108,366	$ 109,813	$ 708,491	$ 10
Expenditures	$ (106,394)	$ (108,475)	$ (110,084)	$ (367,564)	$ -
Ending Fund Balance	$ 3,162	$ 3,053	$ 2,782	$ 343,709	$ 122,422
Total Fund Budget	$ 109,555	$ 111,528	$ 112,866	$ 711,273	$ 122,422
426 2007 Water/Sewer Bond Reserve Fund					
Beginning Fund Balance	$ 116,157	$ 116,199	$ 116,281	$ 116,520	$ 302,522
Revenue	$ 94	$ 125	$ 276	$ 302,731	$ 303,670
Expenditures	$ (53)	$ (43)	$ (38)	$ (337,849)	$ (303,470)
Ending Fund Balance	$ 116,199	$ 116,281	$ 116,520	$ 81,403	$ 302,722
Total Fund Budget	$ 116,252	$ 116,324	$ 116,558	$ 419,251	$ 606,192
431 Water System Construction Fund					
Beginning Fund Balance	$ 86,435	$ -	$ -	$ -	$ -
Revenue	$ 20	$ -	$ -	$ -	$ 4,600,000
Expenditures	$ (86,455)	$ -	$ -	$ -	$ (4,500,050)
Ending Fund Balance	$ -	$ -	$ -	$ -	$ 99,950
Total Fund Budget	$ 86,455	$ -	$ -	$ -	$ 4,600,000
500 Equipment Rental & Replacement Fund					
Beginning Fund Balance	$ 327,517	$ 328,631	$ 278,271	$ 266,388	$ 123,748
Revenue	$ 391,904	$ 533,032	$ 553,937	$ 297,005	$ 325,910
Expenditures	$ (390,790)	$ (583,392)	$ (565,820)	$ (387,395)	$ (318,785)
Ending Fund Balance	$ 328,631	$ 278,271	$ 266,388	$ 175,997	$ 130,873
Total Fund Budget	$ 719,420	$ 861,663	$ 832,208	$ 563,392	$ 449,658

Budget Summary with Ending Fund Balance

	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2018 Adopted
625 Flexible Benefits Plan Fund					
Beginning Fund Balance	$ 7,417	$ 10,628	$ 8,586	$ 6,552	$ 7,388
Revenue	$ 10,445	$ 11,600	$ 11,153	$ 11,126	$ 13,000
Expenditures	$ (7,234)	$ (13,642)	$ (13,187)	$ (9,748)	$ (13,000)
Ending Fund Balance	$ 10,628	$ 8,586	$ 6,552	$ 7,930	$ 7,388
Total Fund Budget	$ 17,862	$ 22,228	$ 19,739	$ 17,678	$ 20,388
635 Municipal Court Trust Fund					
Beginning Fund Balance	$ 1,002	$ 1,337	$ 1,337	$ -	$ -
Revenue	$ 335	$ -	$ -	$ -	$ -
Expenditures	$ -	$ -	$ (1,337)	$ -	$ -
Ending Fund Balance	$ 1,337	$ 1,337	$ -	$ -	$ -
Total Fund Budget	$ 1,337	$ 1,337	$ 1,337	$ -	$ -
----------All Funds Combined----------					
Beginning Fund Balance	$ 8,233,495	$ 15,571,835	$ 13,704,653	$ 9,473,108	$ 9,916,695
Revenue	$ 19,045,676	$ 14,687,159	$ 15,069,439	$ 15,641,156	$ 26,067,567
Expenditures	$ (11,707,336)	$ (16,554,341)	$ (19,300,984)	$ (15,394,690)	$ (26,473,209)
Ending Fund Balance	$ 15,571,835	$ 13,704,653	$ 9,473,108	$ 9,719,574	$ 9,511,053
Total Fund Budget	$ 27,279,171	$ 30,258,993	$ 28,774,092	$ 25,114,264	$ 35,984,262

CITY OF COLLEGE PLACE
2018 Revenue Budget
Current Expense Fund 001

		2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
CURRENT EXPENSE FUND REVENUES							
308 80 00 00	**BEGINNING FUND BALANCE**	**1,817,693**	**2,053,914**	**2,548,864**	**2,324,293**	**2,191,363**	**2,418,426**
TAXES:							
311 10 00 00	Real & Personal Prop Tax	1,632,866	1,773,980	1,790,059	1,837,946	1,822,106	1,885,724
313 11 00 00	Retail Sales & Use Tax	1,179,628	1,177,904	1,189,536	1,208,820	1,200,000	1,193,000
313 15 00 00	Criminal Justice Tax 3/10th Of 1% C.J.	204,561	215,880	225,664	237,001	200,000	220,000
313 61 00 00	Natural Gas Use Tax	17,915	13,985	14,411	15,595	15,000	15,500
313 71 00 00	Criminal Justice Tax	117,287	126,136	132,482	139,511	115,000	125,000
316 41 00 00	Utility Tax - Priv Utils Electric	351,234	355,154	348,225	395,887	350,000	400,000
316 43 00 00	Utility Tax - Priv Utils Gas	101,347	82,006	73,269	87,753	90,000	90,000
316 45 00 00	Utility Tax - Priv Utils Garbage/Solid Wast	51,394	54,365	59,671	62,128	50,000	90,000
316 46 00 00	Utility Tax - Priv Utils Cable	74,345	63,741	69,226	62,209	60,000	100,000
316 47 00 00	Utility Tax - Priv Utils Telephone	140,094	145,102	126,695	123,541	130,000	140,000
316 48 00 00	Utility Tax - Priv Utils Water	-	-	-	455	-	220,000
316 49 00 00	Utility Tax - Priv Utils Wastewater	-	-	-	702	-	260,000
342 21 51 02	Emergency Medical Services	253,576	285,773	302,336	316,550	290,000	290,000
	Total Taxes	**4,124,247**	**4,294,026**	**4,331,573**	**4,488,096**	**4,322,106**	**5,029,224**
PERMITS & LICENSES:							
321 30 00 00	Fire/Protective Permits	-	-	-	100	-	-
321 91 00 00	Franchise Fees	73,558	77,648	26,220	74,764	70,000	75,000
369 91 00 60	Investigation Fee Per CPMC 15.06.020	-	-	-	-	-	-
322 10 00 00	Building/Structures/Equip.	109,314	158,773	134,447	165,342	110,000	145,000
322 10 00 01	Building Dept Plan Check / Review Fees	56,025	80,742	68,352	84,640	60,000	70,000
322 30 00 00	Animal Licenses	2,226	2,522	2,354	3,527	2,000	5,000
322 90 00 00	Other Non-bus Lic/Permits	55	3,373	2,102	2,043	2,000	2,000
359 90 00 02	Penalty/Non-Bus Licenses	180	-	-	-	-	-
321 99 00 01	Nuisance Abatement Notice Fee - Fire	250	167	108	25	-	-
	Total Permits & Licenses	**241,607**	**323,225**	**233,583**	**330,441**	**244,000**	**297,000**
CHARGES FOR SERVICES:							
341 21 00 00	Auditor Filing/recording	-	-	-	-	-	-
341 70 00 03	Sales Maps & Publications - Non Taxable S	-	-	-	-	-	-
341 81 00 00	Printing/Duplicating Sers	109	153	160	52	-	-
345 83 00 00	Plan Checking Fees - Building Dept - Pass	-	-	-	-	-	-
343 50 00 95	Utility Drainage / St Const - Engineering R	-	-	-	-	-	-
345 83 00 01	Plan Checking Fees - Engineering	-	-	-	-	-	-
345 83 00 02	Short Plats - Engineering Review Fees	-	-	2,000	-	-	-
345 83 00 03	Long Plats - Engineering Review Fees	12,032	11,280	16,600	24,900	4,150	15,000
345 83 00 04	Non-Plat - Engineering Review Fees	-	520	-	1,040	-	-
345 89 01 26	GIS Mapping Services	-	-	-	-	-	5,000
345 17 00 00	Pollution Control And Remediation Svcs	-	-	-	-	-	-
345 81 00 00	Administrative Approval Without Notice -	-	-	-	-	-	-
345 81 00 01	Administrative Approval With Notice - P&D	-	-	-	-	-	-
345 81 00 02	Annexation Fee - P&D	750	500	500	250	-	250
345 81 00 03	Binding Site Plan - P&D	-	-	-	-	-	200
345 81 00 04	Boundary Line Adjustment - P&D	100	300	400	200	-	-
345 81 00 05	Comp Plan Amendment - Land Use Chang	1,000	-	-	-	-	-
345 81 00 06	Comp Plan Amendment - UGA Amendmer	-	-	-	-	-	-
345 81 00 07	Conditional Use Permit - P&D	-	-	-	-	-	-
345 81 00 08	Preliminary Plat / PUD - P&D	-	1,800	-	2,700	-	-
345 81 00 09	Plats, Final P&D	700	1,050	350	350	700	500
345 81 00 10	Plats, Short P&D	400	800	1,200	-	800	500
345 81 00 11	Plat Amendments / Replat P&D	-	-	-	-	-	-
345 81 00 12	Site Plan Application P&D	900	950	3,600	2,800	1,800	2,000
345 81 00 13	Site Plan Review; SF / MF (Up To 4 Units)	2,700	3,800	2,819	3,008	3,000	2,000
345 81 00 14	Variance / Non-Conforming Use P&D	-	-	-	-	-	-
345 81 00 15	Zoning Amendments P&D	-	-	-	-	-	-
345 81 00 16	Planning & Development Services - Other	-	-	-	-	-	-

CITY OF COLLEGE PLACE
2018 Revenue Budget
Current Expense Fund 001

		2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
345 86 00 00	Critical Areas Permit P&D	-	-	-	400	-	-
345 86 00 01	SEPA Related Mitigation Fees (Checklist) F	500	750	500	500	500	500
345 89 00 00	Appeals (Administrative) P&D	-	-	-	-	-	-
345 89 01 20	Planning & Development Costs - Pass Thr	2,684	6,456	1,852	1,540	2,000	2,000
345 89 01 25	Planning & Development Pass Thru Cost A	87	670	185	156	-	-
342 20 00 01	Fire Hydrant Determination Of Placement	-	-	-	-	-	-
342 20 00 03	Fireworks Use / Display Permit	-	-	-	250	-	-
342 21 00 02	Fireworks Permits For Sales	200	200	200	200	200	200
345 83 00 06	Plan Review - Fire Department	700	100	900	800	300	500
345 83 00 07	Fire Plan Review By Outside Agency/Vend	-	-	-	-	-	-
342 20 51 01	WSP Firefighter Training Reimbursement	-	-	-	-	-	-
342 21 51 00	Intergov Fire Service /MOB Reimburseme	5,549	10,499	28,654	80,748	-	45,000
342 10 00 00	Law Enforcement Services	4,658	3,160	883	1,562	750	11,500
342 10 00 01	Law Enforcement Services - Non LEOFF	-	-	-	179	-	-
342 50 00 00	Emergency Service Fees-DUI Restitution	100	250	320	100	-	-
342 40 00 02	Engineering Protective Inspection Fees	-	-	-	-	-	-
341 96 00 00	Civil Service Exam & Other Personnel Fees	-	-	644	-	-	-
342 40 00 01	Protective Inspection Fees - Bldg Dept	-	-	-	47	-	-
343 50 01 99	Sewer Inspection Fee	1,290	1,890	1,890	1,380	1,000	1,000
	Total Charges for Services	**34,459**	**45,129**	**63,657**	**123,163**	**15,200**	**86,150**
FINES & FORFEITS							
359 90 00 00	Misc Fines & Penalties	-	-	-	-	-	-
359 90 00 01	False Alarms - Fire	100	100	-	-	-	-
353 10 00 00	Traffic Infraction Penalties	61,063	38,599	32,279	32,754	30,000	30,000
	Total Fines and Forfeits	**61,163**	**38,699**	**32,279**	**32,754**	**30,000**	**30,000**
MISCELLANEOUS:							
361 11 00 00	Investment Interest	2,391	3,534	8,530	16,021	6,000	13,000
361 40 00 00	Sales Interest	270	640	922	1,248	500	500
361 40 00 01	Interest On Contracts, Notes, Taxes & Loa	-	-	-	-	-	-
362 00 50 01	Water Tower Space Rental	72,726	77,596	81,721	95,109	75,000	80,000
362 10 00 22	Rental Fees - Dunk Tank	-	-	-	-	-	-
341 42 51 00	Registration Fees-Cnty Elections	-	-	417	-	-	-
369 10 00 04	Sale Of Surplus - CE	-	-	-	13,141	-	-
369 10 00 15	Sale Of Surplus - Recycling	570	-	-	-	-	-
369 20 00 00	UNCL Money/Sale UNCL Prop	-	117	-	-	-	-
369 30 00 00	Sale Of Confiscated And Forfeited Propert	-	-	-	85	-	-
369 81 00 00	Cashier's Over / Short	2	(26)	(19)	(116)	-	-
369 81 01 00	Bank's Over / Short	-	-	(67)	7	-	-
369 91 00 00	Other Misc Revenue	3,666	167	157	919	-	-
369 91 00 02	Misc - Police Fees	1,181	676	789	527	433	500
369 91 00 03	Misc - Fire Fees	-	-	-	-	-	-
369 91 00 09	NSF Charges Collected	-	-	-	20	-	-
369 91 00 10	Reimbursements/Refunds	1,525	-	549	2,269	-	45,700
395 10 00 00	Proceeds From Sale Of Capital Assets	3,892	6,598	1,240	20,000	-	-
341 81 00 01	Application Processing Fees - C.S.	580	-	260	-	-	-
369 40 00 01	Judgements & Settlements (Other Than P	-	284	56	-	-	-
395 20 00 00	Inusrance Compensation For Loss	1,100	3,328	6,059	4,064	-	-
	Total Miscellaneous	**87,904**	**92,913**	**100,615**	**153,294**	**81,933**	**139,700**
CONTRIBUTIONS/DONATIONS							
367 11 00 03	Contributions/Gifts - Police Dept	2,000	-	-	-	-	15,000
367 11 00 04	Contr/Donations - Private	-	5,000	135	7,340	-	13,635
	Total Fines and Forfeits	**2,000**	**5,000**	**135**	**7,340**	**-**	**28,635**
INTERGOVERNMENTAL: Federal Direct & Indirect							
331 45 00 00	Federal Direct Grant From National Endow	-	-	-	-	-	60,000
331 16 60 00	Federal Direct Grant From Department Of	-	-	-	392	2,282	-
331 15 22 80	Fire PPE US Fish & Wildlife Grant 13580-9	-	-	-	-	-	-
331 97 04 01	Assistance To Firefighters Grant (AFG)	-	-	-	-	-	-
333 20 60 01	DUI Emphasis Patrols Grant Program	622	-	-	-	-	965
333 20 60 02	Seatbelt Emphasis Patrols Grant Program	327	-	-	-	-	670

CITY OF COLLEGE PLACE
2018 Revenue Budget
Current Expense Fund 001

		2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
333 20 60 03	Distracted Driving Emphasis Patrol Grant I	-	-	-	-	-	780
333 20 60 04	Flex Fund Emphasis Patrol Grant Program	-	-	-	-	-	960
333 20 62 00	WASPC-Traffic Safety Equipment Grant	-	-	-	981	-	-
	Total Federal Grants	**950**	**-**	**-**	**1,373**	**2,282**	**63,375**
INTERGOVENMENTAL: State Grants							
334 06 90 00	State Grant-Other	-	2,318	1,318	1,976	-	-
334 01 80 00	Military Dept. EMD - Storm Assistance	-	-	-	-	-	-
334 02 30 00	Department Of Natural Resources Wildlan	-	-	-	-	-	7,500
334 02 70 00	Recreation And Conservation Office Grant	-	-	17,149	-	180,340	180,340
334 03 10 00	Dept Of Ecology - Centennial Stormwater	-	-	-	9,319	79,567	71,000
334 01 10 00	Criminal Justice Training Commission Reir	-	-	-	52,809	-	-
334 03 50 00	WASPC-Traffic Safety - State Grant	-	-	-	-	-	-
334 04 20 00	GMA Update Grant - CTED	-	-	-	-	-	-
334 01 30 00	WSP Fire Marshall Safety Program	-	-	-	-	-	-
334 04 98 00	DOH-EMS Trauma Grant	1,473	1,341	1,290	1,270	1,200	1,300
	Total State Grants	**1,473**	**3,659**	**19,757**	**65,374**	**261,107**	**260,140**
INTERGOVENMENTAL: State Shared Revenue & Entitlements							
336 00 98 00	Local Government Assistance Program	64,189	81,824	116,438	116,997	88,000	96,000
336 06 51 00	DUI & Other Criminal Justice Assistance	1,599	1,371	1,421	1,401	1,500	1,200
336 06 94 00	Liquor Excise Tax	16,683	24,639	42,513	44,572	43,174	46,445
336 06 95 00	Liquor Control Brd Profit	78,891	79,299	78,493	78,071	78,120	78,258
	Total State Revenues	**161,361**	**187,133**	**238,866**	**241,042**	**210,794**	**221,903**
	Total Intergovernmental	**163,784**	**190,792**	**258,622**	**307,789**	**474,183**	**545,418**
COMMUNITY EVENTS/PARKS & REC							
347 90 00 00	Farmer's Market Vendor Fees	-	-	-	1,770	-	2,500
347 30 00 02	Other Recreation Fees	-	-	-	-	-	500
	Total Community Events/Parks & Rec	**-**	**-**	**-**	**1,770**	**-**	**3,000**
NON-REVENUES							
389 00 00 19	Customer Pass-Through Revenues For Ex	-	-	-	-	-	-
386 89 00 01	Annexation Fee	-	-	-	-	-	-
386 89 00 02	Proceeds Developers LOC	-	-	-	-	-	-
389 10 00 03	Building Permit Deposit`	267	1,350	3,061	637	-	-
389 10 00 05	Fireworks Bonds	-	-	100	100	-	-
389 30 00 21	Concealed Pistol License State Portion	-	1,788	1,853	1,398	-	-
389 30 00 24	State Building Code Fee	580	830	643	646	500	500
389 90 00 00	Other Non-Revenues	-	2,191	796	334	-	-
389 00 00 01	State Sales Tax Collected	-	-	-	-	-	-
389 10 00 06	Security Or Other Deposits Held By City	100	100	-	-	-	-
389 90 00 02	NSF Checks Clearing Acct Code	-	-	-	-	-	-
389 90 00 04	Deposits To Travel Advance Account	1,994	1,112	1,478	4,100	1,000	1,000
389 10 00 58	Developer Bond / Deposit For Project	-	53,781	-	-	-	-
389 10 00 59	Interest - Contract Bond Non-Rev	-	-	44	54	-	-
389 20 00 59	Interest - Contract Bond Non-Rev	-	-	-	-	-	-
	Total Non-Revenues	**2,941**	**61,152**	**7,974**	**7,270**	**1,500**	**1,500**
TRANSFERS BETWEEN FUNDS:							
397 00 00 00	Interfund Transfer To CE	-	3,258	-	-	-	-
397 00 00 63	Transfer From Municipal Court Trust To C	-	-	1,337	-	-	-
397 00 04 05	Transfer From Fund 405	-	-	-	13,267	13,267	-
	Total Transfers Between Funds	**-**	**3,258**	**1,337**	**13,267**	**13,267**	**-**
	TOTAL NEW REVENUES	**4,718,104**	**5,054,194**	**5,029,775**	**5,465,183**	**5,182,189**	**6,160,627**
	Beginning Fund Balance	**1,817,693**	**2,053,914**	**2,548,864**	**2,324,293**	**2,191,363**	**2,418,426**
	TOTAL GENERAL FUND REVENUES	**6,535,797**	**7,108,108**	**7,578,639**	**7,789,476**	**7,373,552**	**8,579,053**

CITY OF COLLEGE PLACE
2018 Expenditure Budget
Current Expense Fund 001

	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
CURRENT EXPENSE FUND EXPENDITURES						
GENERAL ADMINISTRATION						
LEGISLATIVE						
511 60 31 00 Operating Supplies - Legislative	-	2	286	105	100	100
511 60 31 01 Office Supplies - Legislative	164	345	244	70	400	400
511 60 41 00 Professional Services	-	-	-	12,680	25,000	-
511 60 48 00 Repairs And Maintenance	-	-	306	21	600	600
511 60 49 01 Miscellaneous	75	140	183	82	200	200
511 70 51 00 Lobbying Agreement - Port	14,340	12,162	12,211	12,000	13,200	17,000
511 70 51 01 Assessment For Port Hwy 12 Lobbyist	-	-	-	-	-	-
511 30 44 01 Advertising / Publication	2,083	1,342	1,177	1,354	1,500	1,500
511 60 43 00 Travel - Council Pos. 5	705	157	-	754	250	250
511 60 43 01 Travel - Council Pos. 1	-	-	-	-	250	250
511 60 43 02 Travel - Council Pos. 2	-	-	-	-	250	250
511 60 43 03 Travel - Council Pos. 3	-	-	-	-	250	250
511 60 43 04 Travel - Council Pos. 4	-	-	-	-	250	250
511 60 43 05 Travel - Council Pos. 6	-	-	342	390	250	250
511 60 43 06 Travel - Council Pos. 7	-	-	-	-	250	250
511 60 49 02 Travel/Misc - Council Pos. 5	-	-	-	400	250	250
511 60 49 03 Travel/Misc - Council Pos. 1	-	-	-	-	250	250
511 60 49 04 Travel/Misc - Council Pos. 2	-	-	-	-	250	250
511 60 49 05 Travel/Misc - Council Pos. 3	-	-	-	-	250	250
511 60 49 06 Travel/Misc - Council Pos. 4	-	25	-	-	250	250
511 60 49 07 Travel/Misc - Council Pos. 6	-	95	275	275	250	250
511 60 49 08 Travel/Misc - Council Pos. 7	-	-	-	-	500	250
511 60 49 09 Registrations/Fees - Training Classes & Se	180	45	135	45	600	600
511 60 10 00 Wages & Overtime	38,700	41,108	30,007	31,500	31,500	31,500
511 60 20 00 Personnel Benefits	3,059	3,260	2,369	2,479	2,522	2,522
511 60 42 00 Communications	315	76	86	222	100	100
511 60 49 00 Misc/Contingency Expense	-	-	-	-	150	150
514 40 45 00 Intergovenmental Election Costs	(40)	1,949	5,420	-	7,500	7,500
514 40 51 00 Intergov. Services - Voter Registration	17,389	16,892	18,335	19,811	19,000	20,000
515 30 41 11 Legal Services - Legislative	5,856	1,101	1,518	-	2,000	2,000
Legislative Total	**82,824**	**78,698**	**72,894**	**82,189**	**108,122**	**87,672**
MUNICIPAL COURT						
512 50 10 00 Wages / Overtime	1,898	-	-	-	-	-
512 50 20 00 Personnel Benefits	370	-	-	-	-	-
512 50 41 00 Professional Services - Legal - Indigent De	33,120	34,636	31,975	37,760	37,000	35,000
512 50 41 02 Professional Services - Other Than Attorne	41,503	57,378	84,528	55,315	70,000	80,000
512 50 42 00 Communications	776	-	-	-	-	-
512 50 44 01 Advertising	-	48	-	-	-	-
515 30 41 12 Legal Services - Municipal Court	6,666	3,678	796	1,549	5,000	500
Municipal Court Total	**84,333**	**95,740**	**117,298**	**94,624**	**112,000**	**115,500**
EXECUTIVE						
513 10 10 00 Wages & Overtime	38,024	38,609	52,335	91,664	95,660	101,317
513 10 20 00 Personnel Benefits	12,505	12,859	9,826	28,896	26,724	33,066
513 10 31 00 Operating Supplies - Executive	181	170	255	1,076	350	350
513 10 31 01 Office Supplies - Executive	249	220	351	538	300	300
513 10 35 00 Small Tools & Minor Equipment	-	-	-	-	300	200
513 10 41 00 Professional Services	-	-	33,440	-	500	500
513 10 42 00 Communications	2,118	1,631	1,397	1,996	2,100	2,100
513 10 43 00 Travel Expense	1,743	449	3,105	2,988	4,500	6,000
513 10 43 02 Travel / Training Mayor	-	-	-	-	3,500	-
513 10 44 01 Advertising	-	-	55	219	-	-
513 10 45 00 Operating Rentals & Lease	-	-	-	-	-	-
513 10 48 00 Repairs & Maintenance	-	-	147	337	-	200
513 10 49 00 Miscellaneous	2,692	1,481	4,138	2,356	2,000	2,000
513 10 49 02 Registrations/Fees - Training Classes & Se	1,095	250	236	2,310	1,500	2,000
513 10 49 03 Travel Miscellaneous	-	-	-	255	200	200

CITY OF COLLEGE PLACE
2018 Expenditure Budget
Current Expense Fund 001

		2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
594 13 64 00	Machinery & Equip	-	-	-	-	2,000	-
513 10 10 01	Wages & Overtime Exec Asst	11,230	19,066	42,582	9,297	5,292	-
513 10 20 01	Personnel Benefits Staff	6,362	11,082	24,427	5,501	3,458	-
513 10 43 01	Travel/Training Staff	-	-	-	50	500	500
513 10 49 01	Miscellaneous	-	58	-	8	300	-
594 13 64 01	Machinery/Equip Exec Staff	-	-	-	-	-	-
515 30 41 10	Legal Services - Mayor	2,138	-	60	-	2,000	250
515 30 41 13	Legal Services - City Administration	2,874	212	330	28	2,000	500
513 10 49 50	Misc. AWC Annual Dues / WWVCC Membe	-	-	-	6,630	6,700	6,800
	Executive Total	**81,210**	**86,087**	**172,683**	**154,149**	**159,884**	**156,283**
FINANCIAL SERVICES							
514 23 10 00	Wages & Overtime - Financial Services	35,522	36,912	37,830	61,821	65,821	60,646
514 23 20 00	Personnel Benefits	15,658	17,375	17,788	27,483	35,150	23,032
514 23 31 00	Operating Supplies - Budgeting, Accountir	-	127	163	282	250	250
514 23 31 01	Office Supplies - Budgeting, Accounting	748	768	500	1,230	750	750
514 23 35 00	Small Tools/Minor Equip.	261	44	-	29	300	300
514 23 41 00	Professional Services	13,265	4,856	21,657	21,258	23,725	19,000
514 23 41 01	Professional Servs Prog.	5,328	4,058	-	2,849	2,945	3,100
514 23 42 00	Communications	506	771	1,027	767	1,200	1,200
514 23 43 00	Travel	357	690	163	155	700	700
514 23 44 01	Advertising	147	103	21	1,473	100	500
514 23 48 00	Repairs & Maintenance	-	-	448	1,406	200	1,500
514 23 49 00	Miscellaneous	820	281	462	552	700	700
514 23 49 01	Registration Fees / Training Classes & Ser	1,299	1,032	174	719	2,000	1,500
594 14 64 00	Machinery & Equipment	-	9,522	234	800	500	500
515 30 41 14	Legal Services - Finance	675	1,033	120	210	1,000	250
	Financial Services	**74,586**	**77,571**	**80,587**	**121,035**	**135,341**	**113,928**
RECORDS SERVICES							
514 30 10 00	Wages/O.T. Record Services	17,176	13,498	13,824	23,658	22,324	43,034
514 30 20 00	Personnel Benefits	4,851	5,128	5,423	12,106	12,232	25,308
514 30 31 00	Operating Supplies - Records	-	15	107	405	1,000	500
514 30 31 01	Office Supplies - Records	372	290	145	866	1,000	500
514 30 35 00	Sm Tools/Minor Equip,	-	26	-	282	250	300
514 30 41 00	Prof Serv - Codification/Records Destructio	4,748	2,844	4,951	12,677	5,000	14,500
514 30 42 00	Communication	413	210	184	296	500	250
514 30 43 00	Travel	118	51	-	463	1,000	1,500
514 30 44 01	Advertising	-	-	-	110	200	200
514 30 48 00	Repairs & Maintenance	-	-	-	-	100	100
514 30 49 00	Miscellaneous	260	126	162	627	400	300
514 30 49 01	Registrations/Fees - Training Classes & Se	-	-	712	568	1,000	1,500
594 14 64 01	Machinery & Equipment	-	-	-	-	500	500
515 30 41 15	Legal Services - Records PRA	-	-	-	-	-	3,400
	Records Services Total	**27,937**	**22,187**	**25,507**	**52,058**	**45,506**	**91,892**
LEGAL							
515 30 41 00	Prof Legal Servs Retainer	41,004	41,826	46,000	41,600	47,000	50,000
515 30 41 01	Professional Legal Services	7,589	24,855	14,487	7,626	25,000	15,000
	Legal Total	**48,593**	**66,681**	**60,487**	**49,226**	**72,000**	**65,000**
HUMAN RESOURCES							
515 30 41 16	Legal Services - Human Resources	11	-	378	-	2,500	250
518 10 10 00	Salaries & Wages - HR	-	-	-	33,709	43,770	40,521
518 10 20 00	Personnel Benefits - HR	-	-	-	23,191	25,404	29,657
518 10 31 00	Operating Supplies - HR Administration	-	4	876	158	300	300
518 10 31 01	Office Supplies - HR Administration	444	42	45	583	250	350
518 10 41 00	Prof. Services - Labor Negotiations	-	-	-	3,946	10,000	5,000
518 10 41 01	Professional Services	52	-	174	-	200	6,300
518 10 43 00	Travel	-	-	-	1,030	1,000	2,300
518 10 48 00	Repairs And Maintenance	-	-	560	1,000	600	600
518 10 49 00	Miscellaneous	333	457	766	907	600	600
518 10 49 01	Training / Class Registration Fees & Charg	724	-	-	2,677	2,300	2,300

CITY OF COLLEGE PLACE
2018 Expenditure Budget
Current Expense Fund 001

		2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
518 10 53 0(	Payroll Fines & Penalties; Other Assessme	-	-	-	-	-	-
519 10 49 02	Training/Class Registration Fees & Charge	-	-	-	-	-	800
594 18 64 16	Machinery And Equipment - HR	-	-	-	-	-	-
518 10 31 02	Operating Supplies - HR Wellness	414	254	864	933	1,000	1,200
518 10 31 03	Office Supplies - HR Wellness	16	-	-	284	300	300
518 10 31 04	Operating Supplies - HR Wellness Grant R	-	-	135	-	-	135
517 78 24 0(	Employee Benefit Prg Cost	900	900	644	427	900	900
	Human Resources Total	**2,894**	**1,656**	**4,441**	**68,845**	**89,124**	**91,513**
	TOTAL GENERAL ADMINISTRATION	**402,377**	**428,619**	**533,898**	**622,126**	**721,977**	**721,788**
POLICE DEPARTMENT							
POLICE ADMINISTRATION							
521 10 10 00	Wages & Overtime	125,754	129,288	136,996	80,291	95,000	103,118
521 10 20 00	Personnel Benefits	44,894	42,565	22,063	28,813	38,391	45,727
521 10 20 02	Benefits - Reimbursement Costs	460	74	8,075	9,567	-	-
521 10 31 00	Operating Supplies - Administration	70	187	352	909	200	1,000
521 10 31 01	Office Supplies - Administration	435	469	494	1,536	450	500
521 10 35 00	Sm Tools/Minor Equipment	68	77	27	37	150	150
521 10 41 00	Professional Services	3,846	1,665	36,086	13,147	5,000	5,000
521 10 41 01	Prof Services - Labor Negotiations.	8,833	7,236	6,596	8,104	8,500	8,500
521 10 41 03	Prof Services - Lexipol Consulting Service	1,950	1,950	2,500	2,750	2,500	4,200
521 10 41 04	Professional Services - Comprehensive Ana	-	-	-	-	-	-
521 10 42 00	Communication	9,634	6,408	4,435	5,142	6,000	6,000
521 10 43 00	Travel	-	50	3,623	10,346	1,500	2,000
521 10 44 01	Advertising	941	62	4,332	1,061	1,000	1,000
521 10 45 00	Operating Rentals/Leases	1,288	629	107	-	-	-
521 10 48 00	Repairs & Maintenance	-	-	168	238	500	500
521 10 49 00	Miscellaneous	1,555	2,459	8,262	565	2,500	2,500
521 10 49 01	Registrations / Fees Training Classes & Ser	-	51	80	685	1,600	2,000
521 10 49 95	Interfund Rentals - Repl.	-	-	-	-	-	-
521 10 49 96	Intefund Rentals O & M	27,082	26,696	32,519	31,662	42,179	39,965
521 10 51 00	Intergov Services	-	-	-	-	-	-
521 10 52 00	Contributions To Other Organizations	2,000	-	-	-	-	-
594 21 64 06	Machinery & Equipment - Admin	-	8,551	-	-	-	-
515 30 41 21	Legal Services - Police	12,930	7,900	5,479	1,846	14,500	10,000
	Police Administration Total	**241,740**	**236,316**	**272,195**	**196,697**	**219,970**	**232,160**
INVESTIGATION							
521 21 10 00	Wages Investigation	91,068	93,163	72,215	74,679	74,140	77,836
521 21 20 00	Benefits - Investigation	34,320	33,443	27,003	27,934	28,387	30,218
521 21 31 00	Operating Supplies - Investigation	1,089	1,231	1,104	1,544	1,500	1,500
521 21 31 01	Office Supplies - Investigation	343	270	888	470	300	400
521 21 35 00	Sm Tools/Equip Invest	177	523	348	497	400	500
521 21 41 00	Prof Servs Investigation	1,473	810	1,108	865	2,000	2,000
521 21 42 00	Communication Invest.	430	666	826	684	800	800
521 21 43 00	Travel Investigation	-	21	-	231	150	150
521 21 44 01	Advertising Investigation	-	-	-	-	-	-
521 21 45 00	Operating Rentals Invest	-	-	-	-	-	-
521 21 48 00	Repairs/Maint Invest.	-	-	40	41	75	75
521 21 49 00	Misc Investigation	-	48	-	-	-	-
521 21 49 95	Interfund Rentals - Repl	-	-	-	-	-	-
521 21 49 96	Interfund Rentals - O & M	-	-	-	-	-	-
594 21 64 01	Machinery Investigation	-	-	1,576	-	500	2,000
	Investigation Total	**128,899**	**130,175**	**105,107**	**106,944**	**108,252**	**115,479**
PATROL							
521 22 10 00	Wages Patrol	369,936	381,790	396,108	445,816	436,883	574,430
521 22 10 01	Wages Patrol WSCJT Grant Reimbursed	-	-	-	20,042	-	-
521 22 20 00	Benefits Patrol	141,057	147,000	149,001	149,275	182,831	256,670
521 22 20 01	Benefits Uniforms Patrol	5,971	5,329	11,244	15,416	8,500	9,500
521 22 20 02	Benefits Uniforms BVP Grant-Funded	-	-	784	-	-	-
521 22 20 03	Benefits Patrol WSCJT Grant Reimbursed	-	-	-	22,047	-	-

CITY OF COLLEGE PLACE
2018 Expenditure Budget
Current Expense Fund 001

		2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
521 22 20 06	BVFF Pension & Disability Payments	-	-	-	289	-	-
521 22 31 00	Operating Supplies - Patrol	4,714	3,472	2,207	2,765	4,000	4,000
521 22 31 01	Office Supplies - Patrol	152	458	782	515	300	300
521 22 32 00	Fuel Consumed Patrol	40	370	1,241	105	350	350
521 22 35 00	Sm Tools/Equip Patrol	2,570	1,051	2,554	1,402	2,100	2,300
521 22 41 00	Prof Services Patrol	1,642	1,214	2,708	588	4,500	3,000
521 22 42 00	Communication Patrol	2,778	2,796	5,546	6,520	5,600	9,000
521 22 42 01	Patrol Air Cards - Communication	4,172	4,125	4,329	4,321	4,400	5,000
521 22 45 00	Operating Rentals Patrol	-	-	-	-	-	-
521 22 48 00	Repairs/Maint. Patrol	114	739	63	149	1,000	1,000
521 22 49 00	Miscellaneous Patrol	79	3	-	-	100	100
521 22 49 95	Interfund Rentals - Repl	-	-	-	-	-	-
521 22 49 96	Interfund Rentals O & M	27,082	26,696	32,519	31,662	42,179	39,965
521 22 51 00	Intergov Servs Patrol - Dispatch Charges	126,762	124,454	130,005	136,228	136,228	151,000
521 22 51 01	WW PD Support/Maint MDT Software	150	1,050	-	-	1,000	1,000
594 21 64 02	Machinery/Equip Patrol	-	12,534	17,667	1,973	6,000	22,500
597 00 15 21	Transfer To 320 For Equipment Replacem	-	-	-	58,168	47,000	171,000
	Patrol Total	**687,221**	**713,080**	**756,759**	**897,283**	**882,971**	**1,251,115**
SPECIAL UNIT							
521 23 10 00	Wages Spec Unit	-	-	-	-	-	55,943
521 23 10 01	Wages Spec Unit - Reimbursed By Grant	-	-	-	-	-	-
521 23 20 00	Benefits Spec Unit	-	-	-	-	-	24,575
	Special Unit Total	**-**	**-**	**-**	**-**	**-**	**80,518**
CRIME PREVENTION							
521 30 10 00	Wages Crime Prevent	-	-	-	-	-	-
521 30 20 00	Benefits Crime Prevent	-	-	-	-	-	-
521 30 31 00	Operating Supplies - Crime Prevention	-	-	-	685	100	100
521 30 31 01	Office Supplies - Crime Prevention	-	-	-	-	100	100
521 30 49 00	Misc Crime Prevention	-	100	50	100	85	100
521 30 49 06	Registrations/Fees - Training Classes & Se	-	-	-	-	275	275
	Crime Prevention Total	**-**	**100**	**50**	**785**	**560**	**575**
TRAINING							
521 40 31 00	Operating Supplies - Training	4,934	2,749	3,937	6,853	8,000	8,500
521 40 31 01	Office Supplies - Training	-	38	-	-	100	100
521 40 41 00	Prof Services Training	1,733	-	1,416	-	100	100
521 40 43 00	Travel Training	2,007	2,368	1,761	5,824	5,000	5,000
521 40 48 00	Repairs/Maint Training	635	-	650	602	1,000	1,000
521 40 49 00	Misc Training	-	-	-	-	-	-
521 40 49 01	Registrations/Fees - Training Classes & Se	940	7,549	7,444	14,152	11,400	10,000
	Training Total	**10,248**	**12,703**	**15,207**	**27,431**	**25,600**	**24,700**
TRAFFIC POLICING							
521 70 10 00	Wages Traffic	132,974	129,405	129,227	150,226	149,124	188,788
521 70 10 01	Wages - ""X52 Sustained Enforcement - S	-	-	-	-	-	-
521 70 10 02	Wages - Impaired Driving CFDA#20.601 C	-	-	-	-	-	-
521 70 10 03	Wages - Seatbelts CFDA#20.602 Grant Pr	251	-	-	-	-	-
521 70 10 04	Wages - Impaired Driving CFDA#20.600 C	167	-	-	-	-	-
521 70 10 05	Wages Traffic WSCJT Grant Reimbursed	-	-	-	5,098	-	-
521 70 20 00	Benefits Traffic	51,725	50,269	49,695	53,899	63,598	84,853
521 70 20 01	Benefits - "X52 Sustained Enforcement - S	-	-	-	-	-	-
521 70 20 02	Benefits - Impaired Driving CFDA#20.601	-	-	-	-	-	-
521 70 20 03	Benefits - Seatbelts CFDA#20.602 Grant P	77	-	-	-	-	-
521 70 20 04	Benefits - Impaired Driving CFDA#20.600	51	-	-	-	-	-
521 70 20 05	Benefits Traffic WSCJT Grant Reimbursed	-	-	-	5,621	-	-
521 70 20 06	BVFF Pension & Disability Payments	-	-	-	51	-	-
521 70 31 00	Operating Supplies - Traffic	209	564	-	-	250	250
521 70 31 01	Office Supplies - Traffic	-	-	-	-	75	75
521 70 35 00	Sm Tools Traffic	93	-	92	-	200	200
521 70 41 00	Prof Services Traffic	1,734	963	-	561	1,500	1,500
521 70 48 00	Repairs/Maint Traffic	1,507	-	237	-	500	500

CITY OF COLLEGE PLACE
2018 Expenditure Budget
Current Expense Fund 001

	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
521 70 49 00 Miscellaneous Traffic	-	-	-	51	100	100
521 70 49 95 Interfund Rental - Repl.	-	-	-	-	-	-
521 70 49 96 Interfund Rentals - O & M	27,082	26,696	32,519	31,662	42,179	39,965
594 21 64 09 Equipment Purchases - Traffic Policing	-	-	10,775	-	-	3,000
594 21 64 05 WASPC TrafficSafety Grant	-	-	-	981	-	-
Traffic Policing Total	**215,870**	**207,897**	**222,545**	**248,150**	**257,526**	**319,231**
SUPPORT SERVICES						
521 19 10 00 Wages Support Serv	132,254	118,206	121,704	99,327	86,431	97,356
521 19 10 03 Wages Support Services - Intern	-	-	-	1,837	-	7,560
521 19 10 04 Wages Support Services - Intern Grant Rei	-	-	-	1,976	-	-
521 19 20 00 Benefits Support Servs	65,122	60,784	62,621	54,732	54,188	57,614
521 19 20 01 Benefits/Uniforms Support Services	65	-	251	335	350	350
521 19 20 03 Benefits Support Services - Intern	-	-	-	315	-	746
521 19 31 00 Operating Supplies - Support Services	421	631	388	516	750	750
521 19 31 01 Office Supplies - Support Services	3,386	2,078	2,119	1,219	2,300	2,300
521 19 35 00 Sm Tools Support Servs	70	-	128	-	500	500
521 19 41 00 Prof Services Support Ser	2,181	4,622	2,280	4,130	2,500	2,500
521 19 42 00 Communication Support Ser	-	-	-	-	-	-
521 19 43 00 Travel Support Services	143	-	177	623	375	375
521 19 44 01 Advertising Support Servs	-	-	-	-	250	250
521 19 45 00 Oper Rentals Support Serv	-	-	-	-	-	250
521 19 48 00 Repairs/Maint Support Ser	15	59	299	402	300	300
521 19 49 00 Misc. Support Services	35	16	134	50	300	300
521 19 49 01 Registrations / Fees - Training Classes / Se	-	92	-	425	600	600
521 19 51 00 WW SSMA New World Records Sys Suppor	11,392	14,304	20,513	15,971	27,000	16,000
521 23 31 09 Special Response Unit - Operating Supplies	-	-	-	-	-	-
521 23 35 09 Special Response Unit - Small Tools	-	-	-	-	-	-
521 23 41 09 Special Response Unit - Professional Servic	-	-	-	-	-	-
521 23 48 09 Special Response Unit - Maintenance & Re	-	-	-	-	-	-
521 23 49 09 Special Response Unit - Miscellaneous	-	-	-	-	-	-
Support Services Total	**215,085**	**200,792**	**210,616**	**181,860**	**175,844**	**187,751**
DETENTION						
523 60 31 00 Operating Supplies - Detention	-	-	-	-	-	-
523 60 31 01 Office Supplies - Detention	-	-	-	-	-	-
523 60 35 00 Small Tools/equipment	-	-	-	-	-	-
523 60 41 00 Professional Services	(54)	-	-	743	3,000	3,000
523 60 44 01 Advertising	-	-	-	-	-	-
523 60 48 00 Repairs/Maintenance	-	-	-	-	-	-
523 60 49 00 Miscellaneous	20	-	-	-	150	150
523 60 51 00 Intergov Services - Cnty Jail Services	25,700	18,596	12,355	16,615	25,000	13,000
Detention Total	**25,666**	**18,596**	**12,355**	**17,357**	**28,150**	**16,150**
ANIMAL CONTROL						
554 30 31 00 Operating Supplies - Animal Control	212	137	138	-	-	-
554 30 31 01 Office Supplies - Animal Control	-	-	-	-	-	-
554 30 35 00 Sm Tools/Equipment	-	-	-	-	75	75
554 30 41 00 Professional Services	5,719	9,860	10,000	11,660	15,000	10,500
554 30 48 00 Repairs/maintenance	-	-	-	-	-	100
554 30 49 00 Miscelleanous	155	-	-	-	-	-
Animal Control Total	**6,086**	**9,997**	**10,138**	**11,660**	**15,075**	**10,675**
TOTAL POLICE EXPENDITURES	**1,530,816**	**1,529,658**	**1,604,972**	**1,688,166**	**1,713,948**	**2,238,354**
FIRE DEPARTMENT						
FIRE ADMINISTRATION						
522 10 10 00 Wages & Overtime	-	-	-	-	-	-
522 10 20 00 Personnel Benefits	-	-	-	-	-	-
522 10 20 01 Other Benefits - Uniforms	120	339	-	700	400	400
522 10 31 00 Operating Supplies - Administration	42	21	61	347	250	250
522 10 31 01 Office Supplies - Administration	648	651	335	1,856	750	750
522 10 35 00 Sm Tools & Minor Equipmnt	-	-	-	76	-	80

CITY OF COLLEGE PLACE
2018 Expenditure Budget
Current Expense Fund 001

		2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
522 10 41 00	Professional Services - Comprehensive An	-	10	-	136	-	-
522 10 41 01	Union Negotiations - Fire Dept.	-	-	-	-	-	200
522 10 41 02	Professional Services - Admin	-	1,184	362	3,711	5,000	5,000
522 10 42 00	Communication	3,115	2,866	1,606	1,287	1,700	1,200
522 10 43 00	Travel	1,208	309	1,369	475	1,000	1,000
522 10 44 01	Advertising	-	-	677	178	300	300
522 10 45 00	Operating Rentals/Leases	652	192	-	-	-	-
522 10 48 00	Repairs & Maintenance	-	-	289	889	700	1,200
522 10 49 00	Miscellaneous	3,395	3,990	6,649	2,000	500	1,500
522 10 49 01	Registrations/Fees - Training Classes & Se	1,421	600	1,050	1,004	2,000	2,000
522 10 51 00	Intergovernmental Service	-	-	-	-	-	-
594 22 64 00	Machinery & Equipment - Admin	-	-	5,035	2,756	-	-
515 30 41 22	Legal Services - Fire / EMS	-	396	954	345	1,000	1,000
	Fire Administration Total	**10,601**	**10,559**	**18,385**	**15,759**	**13,600**	**14,880**
FIRE SUPPRESSION							
522 20 10 00	Wages Fire	30,922	44,043	42,161	44,378	46,619	72,455
522 20 10 01	Stipends (Volunteers)	33,382	30,453	27,168	33,634	35,000	35,000
522 20 20 00	Benefits Fire	13,443	17,572	17,772	19,826	23,623	40,798
522 20 20 03	Uniforms - Volunteers	1,637	2,616	889	3,968	4,000	4,000
522 20 20 04	Uniforms - FT Firefighter	-	221	-	399	300	300
522 20 31 00	Operating Supplies - Suppression	5,639	2,990	4,610	1,527	-	200
522 20 31 01	Office Supplies - Suppression	14	172	11	162	200	200
522 20 31 03	Radios/Pagers - Parts & Supplies	3,322	2,985	4,112	1,508	500	700
522 20 31 04	Oper Supplies - Vehicles	344	458	375	228	400	400
522 20 32 00	Fuel - Suppression	-	-	-	253	-	800
522 20 35 00	Sm Tools/Equipment	696	1,607	254	888	400	900
522 20 35 01	Small Tools Vehicle	13	239	-	373	300	300
522 20 41 00	Fire Dept Personnel Physicals	2,299	359	819	83	2,000	2,000
522 20 42 00	Communication - Air Cards For MDTs	213	-	-	-	3,000	3,000
522 20 48 00	Repairs/Maintenance	2,430	2,367	751	1,070	1,500	1,500
522 20 48 01	Repairs/Maint Vehicle	768	300	620	300	400	400
522 20 49 00	Misc Fire	1,585	36	353	423	400	400
522 20 49 01	Misc Vehicle Fire	73	-	-	-	-	-
522 20 49 95	Interfund Rentals - Repl	-	-	-	-	-	-
522 20 49 96	Interfund Rentals - O & M	19,697	21,166	23,539	17,895	18,264	17,078
522 20 51 00	Intergov Services - Dispatch Charges	19,062	19,738	21,123	22,666	22,666	24,000
522 20 51 01	WW SSMA New World Records Sys Suppo	-	-	11,856	4,766	3,200	3,200
522 20 53 00	BVFF Pension & Disability Payments	1,530	1,350	1,350	1,380	1,500	1,800
594 22 62 01	Bldg Improvemnts	-	-	-	-	-	-
594 22 64 05	Machinery & Equip/Vehicle	49,355	-	-	-	-	-
594 22 64 10	Equipment - Radios & Pagers (Fire)	-	-	-	3,074	4,500	19,500
594 22 64 20	Machinery/Equipment	10,936	7,900	6,924	11,624	12,000	22,000
597 00 15 22	Transfer To 320 For Equipment Replacem	-	-	-	88,000	68,000	163,000
	Fire Suppression Total	**197,360**	**156,572**	**164,687**	**258,424**	**248,772**	**413,931**
FIRE PREVENTION/INVESTIGATION							
522 30 10 00	Wages & OT	30,705	32,337	30,064	33,118	32,027	33,931
522 30 20 00	Benefits	15,407	16,338	16,057	17,131	19,359	20,370
522 30 20 01	Other Benefits/Uniforms	-	229	-	-	300	300
522 30 31 00	Operating Supplies - Prevention / Investig	1,471	1,278	1,796	2,116	2,000	2,000
522 30 31 01	Office Supplies - Prevention / Investigatio	29	-	27	57	-	100
522 30 35 00	Small Tools/Equipment	147	48	-	-	-	-
522 30 41 00	Professional Services	82	-	-	-	-	-
522 30 42 00	Communication	743	392	396	1,688	400	350
522 30 43 00	Travel	23	154	-	402	500	500
522 30 44 01	Advertising	-	-	-	-	-	-
522 30 48 00	Repairs/Maintenance	-	-	131	137	150	150
522 30 49 00	Miscellaneous	282	91	571	49	400	500
	Fire Prevention/Investigation Total	**48,888**	**50,865**	**49,043**	**54,698**	**55,136**	**58,201**
FIRE TRAINING							
522 45 10 00	Wages & OT	11,636	29,088	26,575	28,436	30,470	66,909

CITY OF COLLEGE PLACE
2018 Expenditure Budget
Current Expense Fund 001

		2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
522 45 20 00	Benefits	5,009	8,718	8,893	9,074	11,721	36,273
522 45 20 03	Uniforms - FT Firefighter	-	-	-	75	400	400
522 45 31 00	Operating Supplies - Training	597	394	1,442	220	1,000	1,000
522 45 31 01	Office Supplies - Training	823	1,060	139	379	500	500
522 45 35 00	Small Tools & Equipment - Training	-	-	-	162	-	-
522 45 41 00	Professional Services	-	-	-	-	-	-
522 45 42 00	Communication	-	-	220	262	250	250
522 45 43 00	Travel	267	21	-	-	2,000	2,000
522 45 48 00	Repairs/Maintenance	-	-	36	4	40	20
522 45 49 00	Miscellaneous	-	577	53	53	100	100
522 45 49 01	Registrations/Fees - Training Classes & Se	1,600	-	700	369	2,000	2,000
522 45 64 01	Training Software	-	-	-	-	-	-
594 22 64 40	Training Equip/Software/Matls - WSP FF T	780	-	-	174	1,000	-
	Fire Training Total	**20,712**	**39,857**	**38,060**	**39,209**	**49,481**	**109,452**
FIRE FACILITIES							
522 50 31 00	Operating Supplies - Facilities	4,059	3,968	2,459	3,010	3,000	3,000
522 50 31 01	Office Supplies - Facilities	71	-	-	-	-	-
522 50 35 00	Small Tools/Equipment	316	22	569	266	500	500
522 50 41 00	Professional Services	-	-	-	-	-	-
522 50 47 00	Public Utility Services	18,778	18,108	16,801	18,734	20,000	20,000
522 50 48 00	Repairs/Maintenance	4,588	7,837	5,026	2,827	5,000	5,000
522 50 49 00	Miscellaneous	114	153	129	129	150	150
594 22 62 00	Building Improvmnts	-	-	-	-	-	-
594 22 63 00	Other Improvemnts	-	-	-	-	-	-
594 22 64 50	Machinery/Equipment	7,147	11,413	2,828	2,963	7,500	7,500
	Fire Facilities Total	**35,073**	**41,501**	**27,812**	**27,929**	**36,150**	**36,150**
FIRE MOBILIZATION							
522 20 10 02	Wages - Mobilization	4,960	-	15,405	22,899	-	-
522 20 20 02	Benefits - Mobilization	-	-	1,415	3,940	-	-
522 20 31 02	Fire Mobilization - Protective Equipment	-	-	-	-	-	-
522 20 32 02	Fire Mobilization - Fuel Consumed	-	596	513	1,627	-	-
522 20 35 02	Fire Mobilization - Sm Tools / Equipment	-	-	-	-	-	-
522 20 48 02	Fire Mobilization - Vehicle Maint/Repairs	106	109	-	-	-	-
522 20 49 02	Fire Mobilization - Misc. Expense	-	-	-	430	-	-
522 20 49 03	Fire Mobilization Exp	-	-	-	-	-	-
	Fire Mobilization Total	**5,066**	**706**	**17,333**	**28,895**	**-**	**-**
LONG TERM DEBT - FIRE EQUIPMENT							
597 00 00 22	Transfer To 202 LTGO Bond Fund	-	-	-	52,914	52,914	52,021
	Long Term Debt - Fire Equipment Total	**-**	**-**	**-**	**52,914**	**52,914**	**52,021**
	TOTAL FIRE EXPENDITURES	**317,702**	**300,060**	**315,320**	**477,829**	**456,053**	**684,635**
EMS ADMINISTRATION							
522 26 31 00	Operating Supplies - EMS Administration	75	-	-	-	-	-
522 26 48 00	Repairs & Maintenance	-	-	-	0	-	-
	EMS Administration Total	**75**	**-**	**-**	**0**	**-**	**-**
EMS TRAINING							
522 26 43 00	Travel	-	28	-	-	-	-
522 26 49 00	Miscellaneous	-	-	-	5	-	-
522 26 49 01	Registrations/Fees - Training Classes & Ser	609	1,795	260	634	3,000	3,000
	EMS Training Total	**609**	**1,822**	**260**	**639**	**3,000**	**3,000**
EMS RESCUE							
522 26 10 80	Wages & OT	89,535	105,684	99,949	106,794	109,572	114,552
522 26 10 81	Stipends (Volunteers)	33,381	30,453	27,167	29,226	35,000	70,000
522 26 20 80	Benefits	39,330	44,925	44,938	49,139	57,745	60,945
522 26 31 80	Operating Supplies - EMS Rescue & Emerg	3,492	1,495	2,550	3,654	3,500	3,500
522 26 31 81	Office Supplies - EMS Rescue & Emergenc	608	718	278	-	1,000	1,000
522 26 31 82	WA ST DOH EMS Grant Expenditure	1,473	1,341	1,290	1,270	-	-
522 26 31 83	Radios/Pagers - Parts & Supplies - EMS	2,007	2,212	2,000	-	300	300

CITY OF COLLEGE PLACE
2018 Expenditure Budget
Current Expense Fund 001

		2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
522 26 35 80	Sm Tools/Equipment	1,279	772	42	-	750	750
522 26 41 80	Professional Services	65	1,000	-	-	-	25,000
522 26 41 81	Prof. Services- Personnel Physicals EMS	453	-	-	-	-	-
522 26 42 80	Communication	163	-	286	334	320	320
522 26 48 80	Repairs/Maintenance	35	-	-	-	-	-
522 26 49 80	Miscellaneous	-	67	69	69	100	100
522 26 49 95	Interfund Rentals - Repl	-	-	-	-	-	-
522 26 49 96	Interfund Rentals - O & M	19,697	21,166	23,539	17,895	18,264	17,078
522 26 51 80	Intergov Services - Dispatch Charges	19,062	19,738	21,123	22,666	22,666	24,000
594 26 64 10	Equipment - Radios & Pagers (EMS)	-	-	-	1,240	2,700	2,000
597 00 15 26	Transfer To 320 For Equipment Replacem	-	-	-	68,000	68,000	58,000
	EMS Rescue Total	**210,578**	**229,570**	**223,232**	**300,288**	**319,917**	**377,545**
	TOTAL EMS EXPENDITURES	**211,262**	**231,392**	**223,492**	**300,927**	**322,917**	**380,545**
	GRAND TOTAL - FIRE SERVICES	**528,964**	**531,452**	**538,812**	**778,755**	**778,970**	**1,065,180**
INFORMATION SYSTEMS TECHNOLOGY							
518 89 10 00	Salaries & Wages	22,058	22,486	22,796	-	-	-
518 89 20 00	Benefits	10,414	10,910	10,669	-	-	-
518 89 31 00	Operating Supplies - Data Processing	1,494	632	2,080	-	-	-
518 89 31 01	Office Supplies - Data Processing	1,473	1,597	133	-	-	-
518 89 35 00	Sm Tools/Minor Equipment	953	454	687	-	-	-
518 89 41 00	Professional Services	118	3,860	3,023	-	-	-
518 89 42 00	Communication	765	45	165	-	-	-
518 89 43 00	Travel / Training	11	-	-	-	-	-
518 89 45 00	Operating Rentals/Leases	1,531	1,103	1,441	-	-	-
518 89 48 00	Repairs & Maintenance	414	455	47	-	-	-
518 89 49 00	Miscellaneous	85	-	-	-	-	-
518 89 49 01	Registration Fees - Training Classes & Ser	250	13	-	-	-	-
594 18 64 00	Machinery / Equipment	43	-	3,076	-	-	-
	Information Systems Technology Total	**39,609**	**41,557**	**44,116**	**-**	**-**	**-**
FACILITIES							
518 20 10 00	Wages & Overtime	22,058	22,486	22,796	23,207	22,807	46,524
518 20 20 00	Personnel Benefits	10,414	10,910	10,669	11,002	11,065	23,502
518 20 31 00	Operating Supplies - Facilities	3,672	5,076	3,616	2,109	5,200	5,200
518 20 31 01	Office Supplies - Facilities	15	9	68	170	100	100
518 20 35 00	Sm Tools/Minor Equip	132	581	290	419	500	500
518 20 41 00	Professional Services	8,350	8,090	8,718	8,320	1,000	1,000
518 20 42 00	Communication	1,184	718	468	354	1,400	1,400
518 20 43 00	Travel / Training	-	-	-	-	-	-
518 20 44 01	Advertising	-	-	-	-	-	-
518 20 45 00	Operating Rentals/Leases	2,646	3,020	934	40	2,500	2,500
518 20 47 00	Public Utility Services	13,223	13,636	12,384	12,992	15,000	15,000
518 20 48 00	Repairs & Maintenance	3,558	3,522	6,221	1,339	6,000	6,000
518 20 48 02	Repair / /Maintenance Annex Bldg	548	5,000	-	-	-	2,000
518 20 49 00	Miscellaneous	-	13	788	-	-	-
594 18 62 00	Building Improvements	-	-	-	-	-	-
594 18 64 19	Machinery/Equipment	606	7,872	12,523	-	-	-
	Facilities Total	**66,407**	**80,933**	**79,475**	**59,953**	**65,572**	**103,726**
OTHER GENERAL GOVERNMENTAL							
513 10 49 50	Misc. AWC Annual Dues / WWVCC Member	6,249	6,414	6,508	-	-	-
518 30 46 00	Insurance	55,217	38,488	39,497	43,840	40,938	44,396
518 61 49 00	Settlements	-	22,786	-	-	-	-
518 20 47 01	Utilities - Annex Bldg	4,412	4,355	3,878	4,278	5,000	5,000
594 18 64 21	Equipment - Annex Bldg	-	-	-	-	-	-
518 20 51 00	Intergovernmental Services - Facilities	-	65	43	-	-	-
525 60 51 00	Intergov Servs Emergency Management C	7,988	7,988	7,988	7,988	7,988	7,988
	Other General Governmental Total	**73,867**	**80,095**	**57,914**	**56,106**	**53,926**	**57,384**
BUILDING DEPARTMENT							
524 10 10 00	Wages - Bldg Clerical	1,006	-	-	-	-	15,467

CITY OF COLLEGE PLACE
2018 Expenditure Budget
Current Expense Fund 001

		2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
524 10 20 00	Benefits - Bldg Clerical	-	-	-	-	-	13,653
524 20 10 00	Wages & OT	103,583	111,559	110,780	117,921	113,427	117,600
524 20 20 00	Benefits	40,864	43,809	44,341	47,409	46,693	50,639
524 20 31 00	Operating Supplies - Bldg. Inspection	239	88	1,533	307	1,200	1,200
524 20 31 01	Office Supplies - Bldg. Inspection	180	71	272	158	250	250
524 20 35 00	Sm Tools/Equipment	222	635	85	-	200	200
524 20 41 00	Professional Services	-	1,171	1,314	15	500	500
524 20 41 01	Plan Check Professional Services	2,839	-	-	30,673	1,500	10,000
524 20 42 00	Communication	1,361	945	1,606	1,791	1,400	1,600
524 20 43 00	Travel	-	-	1,723	154	500	500
524 20 44 01	Advertising	-	-	88	-	-	-
524 20 45 00	Oper Rentals / Leases	-	-	-	-	-	-
524 20 48 00	Repairs/Maintenance	-	-	91	79	175	175
524 20 49 00	Miscellaneous	294	402	629	141	350	350
524 20 49 01	Training Class Registration Costs - Bldg De	-	254	1,230	-	500	500
524 20 49 95	Interfund Rentals - Repl.	-	-	-	-	-	-
594 24 64 00	Bldg - Machinery / Equipment	-	-	-	-	500	500
597 00 15 24	Transfer To 320 For Equipment Replacem	-	-	-	23,000	23,000	23,000
515 30 41 24	Legal Services - Building	-	1,968	1,548	25	500	500
	Building Department Total	**150,589**	**160,902**	**165,239**	**221,674**	**190,695**	**236,634**
PUBLIC WORKS & ENGINEERING							
515 30 41 32	Legal Services - Engineering	-	-	-	497	-	-
595 10 63 41	Stormwater System Design Engineering	-	-	-	13,151	45,000	42,000
595 10 63 42	Stormwater System Design Engineering -	-	-	-	9,319	80,000	71,000
	Public Works & Engineering Total	**-**	**-**	**-**	**22,967**	**125,000**	**113,000**
EQUIPMENT RENTAL & REPLACEMENT							
548 68 49 95	INF CE To ER&R Replacement:	-	-	-	-	-	-
548 68 49 96	INF ER&R From CE O&M Costs	21,083	26,040	20,558	28,997	27,262	23,737
	Equipment Rental & Replacement Total	**21,083**	**26,040**	**20,558**	**28,997**	**27,262**	**23,737**
PLANNING/COMMUNITY DEVELOPMENT							
558 60 10 00	Wages & OT	64,075	66,260	70,095	84,945	81,503	156,654
558 60 10 01	Wages & OT-Work Study Grant Reimburse	-	-	659	-	-	-
558 60 20 00	Personnel Benefits	36,248	38,257	40,478	44,713	43,184	84,301
558 60 31 00	Operating Supplies - Planning	-	15	261	230	50	200
558 60 31 01	Office Supplies - Planning	433	595	208	524	500	500
558 60 41 00	Professional Services	632	1,302	5,344	63,142	270,000	107,500
558 60 42 00	Communication	828	895	823	1,603	1,620	1,400
558 60 43 00	Travel	58	760	67	722	500	1,000
558 60 44 01	Advertising	3,285	2,484	705	3,167	2,000	5,000
558 60 48 00	Repairs And Maintenance	-	-	272	494	300	300
558 60 49 00	Miscellaneous	1,678	956	1,156	2,975	1,200	1,500
558 60 49 01	Registrations/Fees - Training Classes & Se	230	730	35	95	500	500
558 60 51 00	Intergov Services	7,780	12,991	7,788	10,351	8,000	4,000
558 75 41 01	Planning & Development Costs - Pass Thr	768	4,302	2,171	1,350	5,000	5,000
594 58 64 01	Machinery & Equipment	-	5,814	-	-	-	60,000
558 70 41 00	Community Development / Planning Prof S	49	2,962	-	60,000	52,000	7,000
558 70 49 00	Economic Development - Miscellaneous	2,000	2,000	2,000	2,000	1,000	2,000
559 30 49 00	Property Development	-	-	493	-	-	-
558 60 51 01	GMA Grant - Inter Gov Servs	-	-	-	-	-	-
515 30 41 58	Legal Services - Planning	2,672	4,294	3,573	773	3,500	2,000
	Planning/Community Development Total	**120,736**	**144,616**	**136,128**	**277,083**	**470,857**	**438,855**
WELFARE							
565 10 49 00	Walla Walla Valley Teen Center	-	-	-	5,000	5,000	-
	Welfare Total	**-**	**-**	**-**	**5,000**	**5,000**	**-**
ALCOHOL & DRUG TREATMENT							
566 00 51 00	Intergovernmntl Services	1,911	2,079	2,420	1,431	2,500	2,500
	Alcohol & Drug Treatment Total	**1,911**	**2,079**	**2,420**	**1,431**	**2,500**	**2,500**

CITY OF COLLEGE PLACE
2018 Expenditure Budget
Current Expense Fund 001

	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
LIBRARY/SPECTATOR & COMMUNITY EVENTS						
572 20 49 00 Library Card Reimbursement	-	-	-	-	-	3,000
573 90 31 00 Operating Supplies - Tree Lighting	291	644	439	-	-	-
573 90 44 01 Advertising	-	-	-	1,394	-	300
573 90 49 00 Miscellaneous	-	51	-	830	-	-
573 90 31 00 Operating Supplies - Community Events	-	-	-	1,424	400	2,400
573 90 41 00 Professional Services - Community Events	-	-	-	7,035	-	-
573 30 10 00 Salaries & Wages - Farmer's Market	-	-	-	1,761	-	1,632
573 30 20 00 Benefits & Taxes - Farmer's Market	-	-	-	149	-	317
573 30 47 00 Utilities - Farmer's Market	-	-	-	61	-	-
594 73 61 00 Farmer's Market - Land Improvements	-	-	-	2,408	-	-
Library/Spectator & Community Events Total	**291**	**695**	**439**	**15,063**	**400**	**7,649**
PARKS & RECREATION						
571 00 52 00 Professional Services (CCY)	-	6,500	5,000	-	-	-
576 81 10 00 Wages & OT	4,566	4,722	16,885	19,890	19,839	21,251
576 81 20 00 Personnel Benefits	2,304	2,433	8,370	9,637	10,139	10,912
576 81 31 00 Operating Supplies - Parks Administration	-	-	-	-	-	-
576 81 31 01 Office Supplies - Parks Administration	-	0	14	33	-	-
576 81 42 00 Communication	396	299	349	493	500	500
576 81 43 00 Travel	-	-	-	-	-	-
576 81 49 00 Miscellaneous	-	60	-	-	-	-
576 80 10 00 Wages	45,086	42,895	44,462	45,444	45,644	46,790
576 80 20 00 Benefits	15,480	15,638	16,898	18,179	18,307	20,814
576 80 20 01 Other Benefits	393	119	411	400	300	300
576 80 31 00 Operating Supplies - Parks	9,837	6,436	6,054	4,244	7,200	11,000
576 80 35 00 Sm Tools/Equipment	507	236	264	43	300	300
576 80 41 00 Professional Services	6,551	69	-	750	-	-
576 80 42 00 Communication	-	-	-	-	-	-
576 80 45 00 Operating Rentals	431	147	152	158	300	300
576 80 47 00 Utility Services	18,413	21,997	20,603	21,447	21,000	21,000
576 80 48 00 Repairs/Maintenance	670	6,501	2,012	833	2,000	2,000
576 80 49 00 Miscellaneous	-	1,007	7	19,544	17,500	17,500
576 80 49 95 Interfund Rentals - Repl	-	-	-	-	-	-
576 80 49 96 Replacement Rental O & M	-	-	-	-	-	-
576 80 51 00 Intergov Services	22	-	1,240	-	-	-
594 76 62 00 Bldg Improvements	-	-	-	-	-	-
594 76 64 00 Machinery/Equipment	-	-	-	499	-	16,500
597 00 15 76 Transfer To 320 For Equipment Replacem	-	-	-	10,000	10,000	10,000
594 76 63 00 Other Improvements - Parks	-	-	12,558	460,787	186,000	2,000
594 76 63 01 Other Improvements - Parks (State Grant	-	-	17,149	-	180,340	-
594 76 63 02 Other Improvements - Parks (Local Grant	-	-	5,000	5,000	5,000	-
594 76 61 00 Land & Land Improvements - Parks	3,500	1,340	-	-	-	-
Parks & Recreation Total	**108,155**	**110,399**	**157,429**	**617,381**	**524,369**	**181,167**
NON-EXPENDITURES						
589 30 00 21 Concealed Pistol License Fee	1,380	1,788	1,853	1,398	1,500	1,500
589 90 00 04 Travel Account Expenditures	1,994	1,112	1,478	4,466	2,000	2,500
589 00 00 01 State Sales Tax Paid To State	-	-	-	-	-	-
589 00 00 19 Development / Customer Pass-Through Ex	-	-	-	-	-	-
589 10 00 05 Refund Of Fireworks Bonds	100	100	100	100	200	100
589 10 00 06 Refund Of Security Or Other Deposits	-	-	-	-	-	-
589 10 00 58 Developer Bond/Deposits - Return Of	-	22,500	31,310	-	10,000	-
589 10 00 59 Developer Bond Interest	-	-	-	-	-	-
589 30 00 24 State Bldg Code Fee	580	830	643	646	700	500
589 90 00 00 Other Non-Expenditures	(1,100)	1,191	796	334	-	-
589 90 00 98 Payroll Draw Clearing	-	-	1,585	2,050	-	-
589 90 00 99 Payroll Clearing	-	-	(3,520)	(2,247)	-	-
Non-Expenditures Total	**2,954**	**27,521**	**34,245**	**6,748**	**14,400**	**4,600**
INTERFUND TRANSFERS						
597 00 00 01 Interfund Transfer CE/Sts	395,000	475,000	487,500	400,000	400,000	438,000
597 00 00 03 Transfers-Out - CE To SCCF #101	118,312	-	-	-	-	-

CITY OF COLLEGE PLACE
2018 Expenditure Budget
Current Expense Fund 001

	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
597 00 00 10 Transfer To Myra Rd Resv.	-	-	-	-	-	-
597 00 00 11 Transfer To St Imp Resv.	-	-	-	-	-	-
597 00 00 12 Transfer To Technology Reserve Fund	50,000	125,000	125,000	165,772	165,772	145,000
597 00 00 15 Transfers-Out - CE To Bldg Facility Maint.	100,000	50,000	100,000	-	-	50,000
597 00 00 20 CARS GO Bond Payment - INF To 201 Bor	421,855	489,193	490,975	490,475	490,475	489,750
597 00 00 22 Transfer To 202 LTGO Bond Fund	74,410	-	100,000	-	-	-
597 00 00 23 Transfer To Comm Dev Debt Fund 235	140,485	140,485	200,227	140,484	140,484	140,484
597 00 00 33 Transfer To Econ Dev Const Fund 330	-	-	325,000	-	-	-
597 00 00 45 Transfer From Current Expense To AKTS F	-	-	-	-	-	-
597 00 00 50 Transfer To ER&R For Police Vehicle Purch	84,062	15,000	-	-	-	-
597 00 00 51 Transfer To ER&R For Fire Truck Lease Pa	-	-	-	-	-	-
597 00 00 61 Interfund Transfer From CE To Employee	50,000	100,000	50,000	50,000	50,000	25,000
Interfund Transfers Total	**1,434,124**	**1,394,678**	**1,878,702**	**1,246,731**	**1,246,731**	**1,288,234**
GRAND TOTAL GENERAL FUND	**4,481,883**	**4,559,245**	**5,254,346**	**5,648,181**	**5,941,607**	**6,482,808**

CITY OF COLLEGE PLACE
2018 Revenue Budget
Street Fund 100

		2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
STREET FUND REVENUES							
308 10 00 01	**BEGINNING FUND BALANCE**	**443,985**	**443,770**	**319,338**	**590,748**	**644,217**	**82,771**
LICENSES & PERMITS							
322 40 00 00	Street & Curb Permits	1,500	2,790	6,855	5,700	2,000	2,000
	Total Licenses & Permits	**1,500**	**2,790**	**6,855**	**5,700**	**2,000**	**2,000**
INTERGOVERNMENTAL: Grants							
334 03 80 03	TIB South College Avenue Grant	212,230	-	-	-	-	-
334 03 80 04	TIB Ash Ave Sidewalks Grant	-	203,628	-	-	-	-
	Total Grants	**212,230**	**203,628**	**-**	**-**	**-**	**-**
INTERGOVERNMENTAL: State Shared Revenues							
336 00 71 00	Multimodal Transportation – Cities	-	-	9,324	9,722	9,700	13,300
336 00 87 00	Motor Veh Fuel Tax St.	183,147	190,701	196,695	200,263	201,171	205,000
	Total State Shared Revenues	**183,147**	**190,701**	**206,019**	**209,985**	**210,871**	**218,300**
	Total Intergovernmental	**395,377**	**394,329**	**206,019**	**209,985**	**210,871**	**218,300**
MISCELLANEOUS							
361 11 00 01	Investment Interest	387	460	1,483	1,775	500	1,500
361 40 00 10	Interest On Delinquent Receivables	-	-	3	-	-	-
369 91 00 01	Other Misc. Revenue	4,726	690	340	403	-	-
395 10 00 10	Sale Of Surplus Property	-	320	-	-	-	-
395 20 00 10	Insurance/Other Compensation For Loss	-	269	197	1,110	-	-
395 20 00 10	Insurance Compensation For Loss	29,815	-	-	-	-	-
	Total Miscellaneous	**34,927**	**1,739**	**2,023**	**3,289**	**500**	**1,500**
TRANSFERS BETWEEN FUNDS							
397 00 00 01	Transfer From CE To Sts	395,000	475,000	487,500	400,000	400,000	438,000
397 00 10 01	Transfer From Myra Rd Fund To Street Fu	-	-	212,355	-	-	-
	Total Transfers	**395,000**	**475,000**	**699,855**	**400,000**	**400,000**	**438,000**
	TOTAL NEW REVENUES	**826,805**	**873,858**	**914,752**	**618,974**	**613,371**	**659,800**
	TOTAL STREET FUND REVENUES	**1,270,790**	**1,317,628**	**1,234,090**	**1,209,722**	**1,257,588**	**742,571**

CITY OF COLLEGE PLACE
2018 Expenditure Budget
Street Fund 100

	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
STREET FUND EXPENDITURES						
PUBLIC WORKS AND ENGINEERING						
532 10 10 00 Salary / Wages - City Engineer	-	-	32,773	35,023	41,869	40,720
532 10 10 01 Salary / Wages - Work Study Reimburse	-	-	659	-	-	-
532 10 20 00 Benefits - City Engineer	-	-	15,197	16,003	16,589	18,036
532 20 31 00 Operating Supplies - Engineering	-	-	-	-	-	300
532 20 31 01 Office Supplies - Engineering	-	-	-	-	-	600
532 20 41 00 Professional Services - Engineering	-	-	-	-	-	5,000
532 20 43 00 Travel Expense - Engineering	-	-	-	-	-	750
532 20 44 00 Advertising - Engineering	-	-	-	-	-	1,000
532 20 48 00 Repairs And Maintenance	-	-	-	-	-	220
532 20 49 00 Miscellaneous - Engineering	-	-	-	185	-	1,000
532 20 49 01 Training Registration Fees - Engineering	-	-	-	-	-	-
532 20 51 00 Engineering Services - Intergovernment	-	-	-	-	-	1,000
Public Works and Engineering Total	**-**	**-**	**48,629**	**51,211**	**58,458**	**68,626**
TRAVELED WAY						
542 30 10 00 Wages & OT	58,591	54,113	60,400	63,685	78,059	78,573
542 30 20 00 Benefits	32,130	33,775	36,948	38,548	42,013	45,648
542 30 20 01 Benefits - Uniforms	644	314	779	651	800	800
542 30 31 00 Operating Supplies - Traveled Way	18,001	18,893	23,009	17,568	30,000	30,000
542 30 35 00 Sm Tools/Equipment	964	360	13	870	500	500
542 30 41 00 Professional Services	-	664	1,227	4,950	1,500	6,500
542 30 42 00 Communications	-	-	867	1,028	800	800
542 30 43 00 Travel	-	67	57	133	100	100
542 30 45 00 Operating Rentals	-	4,154	3,152	-	4,000	4,000
542 30 48 00 Repairs/Maintenance	697	7,411	1,784	29	1,500	1,500
542 30 49 00 Miscellaneous	155	241	1,066	91	200	200
542 30 49 95 Interfund Rentals - Repl.	-	-	-	-	-	-
542 30 49 96 Interfund Rentals - O & M	31,097	39,202	31,068	30,291	31,587	32,766
594 42 64 01 Machinery/Equipment	-	-	-	-	-	5,000
Traveled Way Total	**142,279**	**159,193**	**160,370**	**157,844**	**191,059**	**206,387**
STREET LIGHTING						
542 63 47 00 Public Util St. Lighting	48,613	51,156	50,684	60,375	70,000	70,000
Street Lighting Total	**48,613**	**51,156**	**50,684**	**60,375**	**70,000**	**70,000**
TRAFFIC CONTROL DEVICES						
542 64 10 00 Wages & OT	7,382	7,430	20,638	21,002	20,339	20,847
542 64 20 00 Benefits	4,741	5,403	12,273	13,090	13,018	14,562
542 64 31 00 Operating Supplies - Traffic Control Dev	9,439	7,181	15,161	7,634	16,000	16,000
542 64 35 00 Sm Tools/Equipment	-	96	692	158	1,000	1,000
542 64 47 00 Public Utilities	986	963	2,010	3,156	1,600	22,000
542 64 48 00 Repairs/Maintenance	-	69	870	-	-	-
542 64 49 95 Interfund Rentals - Repl	-	-	-	-	-	-
542 64 49 96 Interfund Rentals - O & M	7,636	8,653	13,857	11,438	10,953	10,356
542 64 51 00 Intergovernmntl Services	-	-	-	-	12,000	15,000
Traffic Control Devices Total	**30,184**	**29,794**	**65,501**	**56,478**	**74,910**	**99,765**
SNOW & ICE REMOVAL						
542 66 10 00 Wages & OT	7,382	7,430	12,047	12,255	11,860	12,157
542 66 20 00 Benefits	4,741	5,403	7,824	8,297	8,256	9,219
542 66 31 00 Operating Supplies - Snow & Ice Remov	447	1,282	4,614	5,067	2,500	2,500
542 66 49 95 Interfund Rentals - Repl	-	-	-	-	-	-
542 66 49 96 Interfund Rentals - O & M	3,886	4,979	6,764	6,724	4,584	5,411
Snow & Ice Removal Total	**16,455**	**19,093**	**31,250**	**32,343**	**27,200**	**29,287**
STREET CLEANING						
542 67 10 00 Wages & OT	-	-	8,590	8,747	8,480	8,690
542 67 20 00 Benefits	-	-	4,448	4,793	4,761	5,342
542 67 49 96 Interfund Rentals - O & M	2,356	2,656	3,187	3,294	3,012	5,270
Street Cleaning Total	**2,356**	**2,656**	**16,226**	**16,834**	**16,253**	**19,302**
ROADSIDE						
542 70 10 00 Wages & OT	10,421	10,490	15,343	15,606	15,101	15,479
542 70 20 00 Benefits	6,693	7,627	10,185	10,785	10,734	11,981
542 70 31 00 Operating Supplies - Roadside	6,825	5,230	5,303	2,880	5,000	15,000
542 70 32 00 Fuel	449	279	222	411	300	300
542 70 35 00 Sm Tools/Equipment	118	109	93	3	500	500
542 70 41 00 Professional Services	-	33	-	-	-	-
542 70 44 00 External Taxes & Licenses	-	-	-	-	120	-

CITY OF COLLEGE PLACE
2018 Expenditure Budget
Street Fund 100

	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
542 70 45 00 Operating Rentals	-	-	-	158	-	-
542 70 48 00 Repairs/Maintenance	54,805	35,087	30,374	17,821	1,000	1,000
542 70 48 10 Road & Street Repairs & Maintenance -	-	2,026	-	1,834	3,000	3,000
542 70 49 95 Interfund Rentals - Repl	-	-	-	-	-	-
542 70 49 96 Interfund Rentals - O & M	23,102	20,204	16,769	12,365	15,777	13,234
542 70 51 00 Intergovernmntl Services	5,250	5,067	3,179	2,899	5,500	4,000
594 42 64 02 Machinery/Equipment	-	-	-	-	500	500
Roadside Total	**107,662**	**86,150**	**81,468**	**64,762**	**57,532**	**64,994**
STREET ADMINISTRATION						
542 20 10 00 Wages - Clerical	-	-	-	-	-	2,414
542 20 20 00 Benefits - Clerical	-	-	-	-	-	2,131
542 90 10 00 Wages & OT	1,006	-	4,319	4,396	5,248	3,927
542 90 20 00 Benefits	-	-	2,476	2,995	3,046	2,874
543 10 10 00 Wages & OT	9,080	9,264	21,225	23,206	23,060	25,619
543 10 20 00 Benefits	3,445	3,626	8,481	9,493	9,418	10,844
543 10 20 01 Unemployment Benefits	-	-	-	-	-	-
543 10 31 00 Operating Supplies - Administration	-	5	185	-	-	-
543 10 31 01 Office Supplies - Administration	201	25	213	145	200	200
543 10 35 00 Small Tools & Minor Equipment	-	-	-	-	-	-
543 10 41 00 Professional Services	2,419	2,539	603	170	1,500	1,500
543 10 42 00 Communication	227	234	393	443	400	400
543 10 44 01 Advertising	302	675	241	603	300	300
543 10 45 00 Operating Rentals	-	-	-	-	-	-
543 10 47 00 Public Services	921	977	735	1,037	1,000	1,000
543 10 48 00 Repairs And Maintenance	-	-	63	39	-	-
543 10 49 00 Miscellanous	110	263	36	125	200	200
543 30 41 00 Professional Financial / Banking Costs	216	161	197	77	200	200
543 30 46 00 Insurance	18,730	14,600	14,983	16,321	15,500	16,842
543 30 43 00 Travel - Training	18	311	-	20	500	500
543 30 49 00 Miscellaneous	-	-	-	-	-	-
543 30 49 01 Registrations/Fees - Training Classes &	215	619	307	50	500	500
594 42 64 03 Machinery & Equipment - Admin	-	5,257	-	1,450	-	-
515 30 41 42 Legal Services - Streets	2,177	1,067	210	48	1,500	-
Street Administration Total	**39,067**	**39,625**	**54,668**	**60,617**	**62,572**	**69,451**
CAPITAL EXPENDITURES						
594 42 63 00 Street And Path Maintenance Projects	-	-	-	-	30,000	-
595 10 63 20 Street Fund Capital Project Engineering	7,140	-	-	-	-	-
595 20 63 20 Street Fund Capital Project ROW	4,500	-	47,792	-	-	-
595 30 63 20 Street Fund Capital Project Roadways	-	204,523	4,108	-	-	-
595 31 63 04 South College Avenue - TIB Grant Portic	212,230	-	-	-	-	-
595 10 63 06 South College Avenue Engineering	13,416	-	-	-	-	-
595 30 63 00 9th & Cedar Roadway (2014)/NE Cedar	22,380	51,755	37,409	-	-	-
595 31 63 03 Overlays - City Portion	40,052	-	-	-	-	-
595 41 63 05 Taumarson Joint County Project	71,316	-	-	-	-	-
594 42 65 02 Chipsealing / Walla Walla Cnty PW	69,371	82,592	32,872	-	-	-
595 61 63 10 4th St Sidewalks - TAP Grant Portion	-	9	-	-	-	-
595 61 63 11 4th St Sidewalks - City Portion	-	10,143	300	-	-	-
595 61 63 12 Ash Avenue Sidewalks - TIB Grant Portic	-	203,628	-	-	-	-
595 61 63 13 Ash Avenue Sidewalks - City Portion	-	57,973	10,603	-	-	-
595 63 63 00 Street Lights	-	-	1,463	-	-	-
Capital Expenditures Total	**440,405**	**610,622**	**134,546**	**-**	**30,000**	**-**
TRANSFERS						
597 00 01 00 Transfer To 320 For Equipment Replace	-	-	-	175,000	175,000	11,120
597 00 00 11 Transfer To St Imp Resv.	-	-	-	390,000	390,000	-
Transfers Total	**-**	**-**	**-**	**565,000**	**565,000**	**11,120**
GRAND TOTAL STREETS	**827,020**	**998,290**	**643,342**	**1,065,464**	**1,152,984**	**638,932**

CITY OF COLLEGE PLACE
2018 Revenue & Expenditures
Criminal Justice Fund 120

		2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
CRIMINAL JUSTICE FUND REVENUES							
308 10 00 12	**BEGINNING FUND BALANCE**	25,098	32,676	13,971	25,673	25,581	29,387
361 11 00 12	Interest Earned - Criminal Justice	24	25	49	136	30	50
336 06 21 00	C.J. Funds - Regular	2,308	2,418	2,510	2,614	2,866	2,900
336 06 26 00	C.J. - Municipal Criminal Justice Fundin	8,459	8,860	9,151	9,489	9,615	10,000
	TOTAL REVENUES	**35,890**	**43,980**	**25,680**	**37,913**	**38,092**	**42,337**

		2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
CRIMINAL JUSTICE FUND EXPENDITURES							
521 10 41 02	Banking Service Fees/ Charges - CJ Fun	14	9	6	5	10	-
521 30 10 12	Salaries & Wages - School Programs Of	-	-	-	5,835	5,853	8,138
521 30 20 12	Personnel Benefits - School Programs O	-	-	-	2,681	2,608	3,559
521 30 49 01	Misc Criminal Justice	-	-	-	-	-	-
594 21 64 03	Equip. Criminal Justice	1,300	-	-	-	-	5,000
594 21 64 07	Equip. Criminal Justice - Grant Funded	1,900	-	-	-	-	-
597 00 01 20	Interfund Transfer To ER&R	-	30,000	-	-	-	-
	TOTAL EXPENDITURES	**3,214**	**30,009**	**6**	**8,521**	**8,471**	**16,697**
	ENDING FUND BALANCE	**32,676**	**13,971**	**25,673**	**29,392**	**29,621**	**25,640**

CITY OF COLLEGE PLACE
2018 Revenue & Expenditures
Forfeited Proceeds Fund 121

		2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
FORFEITED PROCEEDS FUND REVENUES							
308 10 00 02	**BEGINNING FUND BALANCE**	4,875	6,965	5,350	10,033	10,713	12,153
331 16 60 71	Federal Direct Grant From Department	-	-	2,257	-	-	-
352 90 00 00	Superior Court Forfeited Proceeds (PD)	2,088	3,037	2,408	1,906	2,500	2,500
369 30 00 21	Confiscated And Forfeited Property	-	-	-	2,245	-	-
361 11 00 02	Investment Interest	5	8	21	46	15	25
	TOTAL REVENUES	**6,968**	**10,010**	**10,036**	**14,231**	**13,228**	**14,678**

		2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
FORFEITED PROCEEDS FUND EXPENDITURES							
514 29 41 21	Bank Service Charges / Costs	3	3	3	2	5	5
521 21 31 21	Operating Supplies	-	-	-	373	500	-
594 21 64 04	Equipment Purchases	-	4,300	-	1,840	2,000	2,500
594 21 64 08	Equipment Purchases - Grant Funded	-	357	-	-	-	-
597 00 00 21	Interfund Transfer To ER&R For Patrol (	-	-	-	-	-	-
597 00 01 21	Transfer To Equipment Reserve	-	-	-	-	-	10,000
	TOTAL EXPENDITURES	**3**	**4,659**	**3**	**2,214**	**2,505**	**12,505**
	ENDING FUND BALANCE	**6,965**	**5,350**	**10,033**	**12,017**	**10,723**	**2,173**

CITY OF COLLEGE PLACE
2018 Revenue & Expenditures
Hotel/Motel Tax Fund 130

		2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
HOTEL/MOTEL TAX FUND REVENUES							
308 10 00 30	**BEGINNING FUND BALANCE**	-	-	-	-	-	2,683
313 31 00 01	Hotel/Motel Lodging	-	-	-	1,199	-	4,000
313 31 00 02	Hotel/Motel Stadium	-	-	-	1,199	-	-
361 11 01 30	Investment Interest	-	-	-	2	-	-
	TOTAL REVENUES	**-**	**-**	**-**	**2,399**	**-**	**6,683**

		2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
HOTEL/MOTEL TAX FUND EXPENDITURES							
557 30 41 30	Professional Financial / Banking Costs	-	-	-	0	-	-
	TOTAL EXPENDITURES	**-**	**-**	**-**	**0**	**-**	**-**
	ENDING FUND BALANCE	**-**	**-**	**-**	**2,399**	**-**	**6,683**

CITY OF COLLEGE PLACE
2018 Revenue & Expenditures
ULTGO Bond Fund 201

		2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
ULTGO BOND FUND REVENUES							
308 10 00 21	**BEGINNING FUND BALANCE**	15,657	17,131	14,917	15,042	14,919	15,118
361 11 00 21	Investment Interest	26	51	33	21	15	15
391 10 20 01	Proceeds UTGO 2014 Issue (CARS)	1,757	-	-	-	-	-
397 00 00 21	Transfer CE To ULTGO 201	421,855	489,193	490,975	490,475	490,475	489,750
	TOTAL REVENUES	**439,294**	**506,374**	**505,925**	**505,538**	**505,409**	**504,883**

		2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
ULTGO BOND FUND EXPENDITURES							
591 95 71 01	Principle UTGO 2014 Issue (CARS)	240,000	270,000	275,000	280,000	280,000	285,000
592 95 83 01	Interest UTGO 2014 Issue (CARS)	181,854	220,950	215,550	210,050	210,050	204,450
592 95 83 02	Other Debt Service Costs (CARS)	270	450	300	300	425	300
514 29 41 01	Banking Service Fees/Charges - ULTGO	39	57	33	65	25	-
	TOTAL EXPENDITURES	**422,163**	**491,457**	**490,883**	**490,415**	**490,500**	**489,750**
	ENDING FUND BALANCE	**17,131**	**14,917**	**15,042**	**15,123**	**14,909**	**15,133**

CITY OF COLLEGE PLACE
2018 Revenue & Expenditures
LTGO Bond Fund 202

		2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
LTGO BOND FUND REVENUES							
308 10 00 22	**BEGINNING FUND BALANCE**	2,912	3,259	-	51,971	51,969	51,972
361 11 00 22	Interest Earned - Southend Bond Fund	5	0	14	21	10	10
397 00 00 22	Transfer CE To 202 LTGO Bond Fund	74,410	-	100,000	52,914	52,914	52,021
	TOTAL REVENUES	**77,327**	**3,259**	**100,014**	**104,906**	**104,893**	**104,003**

		2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
LTGO BOND FUND EXPENDITURES							
514 29 41 02	Banking Service Fees/Charges - South E	8	0	15	19	-	-
591 58 71 22	Principle LTGO Fire Engine Bond	70,000	-	44,876	44,876	44,876	44,876
592 58 83 22	Interest LTGO Fire Engine Bond	4,060	-	3,153	8,037	8,038	7,145
597 00 00 00	Interfund Transfer To CE	-	3,258	-	-	-	-
	TOTAL EXPENDITURES	**74,068**	**3,259**	**48,043**	**52,932**	**52,914**	**52,021**
	ENDING FUND BALANCE	**3,259**	**-**	**51,971**	**51,975**	**51,979**	**51,982**

CITY OF COLLEGE PLACE
2018 Revenue & Expenditures
Commercial Drive Bond Fund 235

		2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
COMMERCIAL DRIVE BOND FUND REVENUES							
308 10 00 09	**BEGINNING FUND BALANCE**	80,702	80,732	80,791	140,795	140,773	141,406
361 11 00 23	Interest Earned - Comm Drive Debt Ser	66	87	301	657	150	200
397 00 00 24	INF To #235 From #001 Current Expens	140,485	140,485	200,227	140,484	140,484	140,484
	TOTAL REVENUES	**221,253**	**221,304**	**281,319**	**281,936**	**281,407**	**282,090**

		2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
COMMERCIAL DRIVE BOND FUND EXPENDITURES							
514 29 41 22	Bank Charges / Services	37	30	40	24	40	10
591 95 71 09	Principal On Long Term External GO De	86,044	89,981	93,938	98,351	98,350	102,837
592 95 83 09	Interest On Long Term External Debt	54,439	50,502	46,546	42,132	42,135	37,648
	TOTAL EXPENDITURES	**140,520**	**140,514**	**140,524**	**140,507**	**140,525**	**140,495**
	ENDING FUND BALANCE	**80,732**	**80,791**	**140,795**	**141,429**	**140,882**	**141,595**

CITY OF COLLEGE PLACE
2018 Revenue & Expenditures
Street Capital Contribution Fund 301

		2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
STREET CAPITAL CONTRIBUTION FUND REVENUES							
308 10 00 03	**BEGINNING FUND BALANCE**	88,808	227,609	16,016	16,026	16,030	16,033
345 89 01 23	Street Capital Developer Contributions	20,381	21,636	569	31,221	115,000	160,000
361 11 00 03	Investment Interest	109	117	15	8	15	15
397 00 00 03	Interfund Transfers - CE To SCCF #101	118,312	-	-	-	-	-
	TOTAL REVENUES	**227,609**	**249,363**	**16,600**	**47,255**	**131,045**	**176,048**

		2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
STREET CAPITAL CONTRIBUTION FUND EXPENDITURES							
597 00 01 01	Interfund Transfer For CARS Signalizati	-	233,347	574	31,221	31,221	85,000
	TOTAL EXPENDITURES	**-**	**233,347**	**574**	**31,221**	**31,221**	**85,000**
	ENDING FUND BALANCE	**227,609**	**16,016**	**16,026**	**16,034**	**99,824**	**91,048**

CITY OF COLLEGE PLACE
2018 Revenue & Expenditures
Capital Improvement (REET 1) Fund 305

		2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
CAPITAL IMPROVEMENT (REET 1) FUND REVENUES							
308 10 00 35	**BEGINNING FUND BALANCE**	168,907	252,100	260,748	142,263	168,144	154,530
318 34 00 00	Real Estate Excise Tax Local	83,123	111,972	134,518	116,839	110,000	120,000
361 11 00 35	Investment Interest	160	295	618	645	25	300
	TOTAL REVENUES	**252,190**	**364,367**	**395,884**	**259,746**	**278,169**	**274,830**

		2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
CAPITAL IMPROVEMENT (REET 1) FUND EXPENDITURES							
514 20 41 35	Professional Financial / Banking Costs	90	101	84	26	-	-
594 42 63 00	Street And Path Projects	-	-	-	-	-	30,000
594 42 65 02	Chipsealing / Walla Walla Cnty PW	-	-	-	71,381	70,000	70,000
595 30 63 02	Other Capital Improvements - REET	-	-	212,313	25,151	102,106	-
595 10 63 00	Professional Services - Engineering Serv	-	103,518	41,223	36,716	101,000	-
	TOTAL EXPENDITURES	**90**	**103,619**	**253,620**	**133,275**	**273,106**	**100,000**
	ENDING FUND BALANCE	**252,100**	**260,748**	**142,263**	**126,472**	**5,063**	**174,830**

CITY OF COLLEGE PLACE
2018 Revenue & Expenditures
Capital Improvement (REET 2) Fund 306

		2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
CAPITAL IMPROVEMENT (REET 2) FUND REVENUES							
308 10 00 36	**BEGINNING FUND BALANCE**	-	-	-	-	-	93,906
318 35 00 00	REET 2 - Second Quarter Percent	-	-	-	116,839	100,000	110,000
334 04 20 02	CERB Grant - Larch Traffic Study	-	-	-	-	-	49,988
361 11 00 36	Investment Interest	-	-	-	196	-	150
395 10 00 01	Proceeds From Sale Of Capital Assets	-	-	-	-	-	50,000
367 11 00 06	Contr/Donations - Private	-	-	-	-	-	20,000
	TOTAL REVENUES	**-**	**-**	**-**	**117,034**	**100,000**	**324,044**

		2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
CAPITAL IMPROVEMENT (REET 2) FUND EXPENDITURES							
514 20 41 36	Professional Financial / Banking Costs	-	-	-	1	-	-
595 30 63 36	Other Capital Improvements - REET 2	-	-	-	31,127	90,000	81,663
595 30 63 37	Other Capital Improvements - Grant Re	-	-	-	-	-	49,988
	TOTAL EXPENDITURES	**-**	**-**	**-**	**31,128**	**90,000**	**131,651**
	ENDING FUND BALANCE	**-**	**-**	**-**	**85,906**	**10,000**	**192,393**

CITY OF COLLEGE PLACE
2018 Revenue & Expenditures
Myra Road Fund 309

		2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
MYRA ROAD FUND REVENUES							
308 10 00 10	**BEGINNING FUND BALANCE**	448,011	445,754	212,323	-	-	-
361 11 00 10	Investment Interest Myra Road Fund	364	314	38	-	-	-
	TOTAL REVENUES	**448,375**	**446,067**	**212,361**	**-**	**-**	**-**

		2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
MYRA ROAD FUND EXPENDITURES							
543 30 41 10	Professional Financial / Banking Costs	203	114	6	-	-	-
542 70 48 10	Road & Street Repairs & Maintenance -	2,418	-	-	-	-	-
597 00 10 01	Transfer From Myra Rd Fund To Street	-	-	212,355	-	-	-
595 30 63 10	Myra Rd. South Const Of Roadway	-	233,630	-	-	-	-
	TOTAL EXPENDITURES	**2,621**	**233,744**	**212,361**	**-**	**-**	**-**
	ENDING FUND BALANCE	**445,754**	**212,323**	**-**	**-**	**-**	**-**

CITY OF COLLEGE PLACE
2018 Revenue & Expenditures
Street Improvement Fund 311

		2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
STREET IMPROVEMENT FUND REVENUES							
308 10 00 11	**BEGINNING FUND BALANCE**	55,716	55,736	55,776	137	112	195,074
361 11 00 11	Investment Interest St. Improvement F	45	60	133	820	-	500
334 03 60 00	WSDOT Safe Routes To Schools	-	-	-	-	-	-
334 03 80 06	TIB C Street Grant	-	-	-	-	-	-
334 03 80 07	TIB 4th Street Sidewalks Grant	-	-	-	-	-	1,265,600
334 03 80 08	TIB 4th St. & Academy Way Overlay	-	-	-	-	288,957	-
334 03 80 09	TIB Relight Washington Grant	-	-	-	-	-	100,000
333 20 00 02	Transportation Alternatives Program (T	-	-	-	-	249,662	249,662
397 00 00 11	Transfer From Streets > St Res	-	-	-	390,000	390,000	-
397 00 03 30	Transfer From Economic Development	-	-	-	-	-	501,864
	TOTAL REVENUES	**55,762**	**55,796**	**55,908**	**390,957**	**928,731**	**2,312,700**

		2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
STREET IMPROVEMENT FUND EXPENDITURES							
543 30 41 11	Professional Financial / Banking Costs	25	21	18	14	25	25
595 10 63 06	South College Avenue Engineering	-	-	-	-	-	-
595 10 63 20	Street Fund Capital Project Engineering	-	-	-	32,950	90,000	20,000
595 20 63 20	Street Fund Capital Project ROW	-	-	-	160,904	200,000	10,000
595 61 63 09	4th St Sidewalks - TIB Grant Portion	-	-	-	-	-	1,265,600
595 61 63 10	4th St Sidewalks - TAP Grant Portion	-	-	-	-	249,662	249,662
595 61 63 11	4th St Sidewalks - City Portion	-	-	-	32,905	95,000	230,909
595 63 63 00	Street Lights - TIB Grant Portion	-	-	-	-	-	100,000
595 31 63 04	Overlays - TIB Grant Portion	-	-	-	-	288,957	-
595 10 63 12	Engineering Services - St Improvement	-	-	-	13,187	-	-
597 00 31 33	Transfer From Street Improvement Fun	-	-	55,753	-	-	-
	TOTAL EXPENDITURES	**25**	**21**	**55,771**	**239,960**	**923,644**	**1,876,196**
	ENDING FUND BALANCE	**55,736**	**55,776**	**137**	**150,997**	**5,087**	**436,504**

CITY OF COLLEGE PLACE
2018 Revenue & Expenditures
Equipment Reserve Fund 320

		2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
EQUIPMENT RESERVE FUND REVENUES							
308 10 00 20	**BEGINNING FUND BALANCE**	-	-	-	-	-	337,575
361 11 00 04	Investment Interest	-	-	-	860	-	500
397 00 01 00	Transfer From Streets For Equipment R	-	-	-	175,000	175,000	11,120
397 00 01 21	Transfer From Forfeited Proceeds	-	-	-	-	-	10,000
397 00 15 21	Transfer From PD For Equipment Repla	-	-	-	58,168	47,000	171,000
397 00 15 22	Transfer From FD For Equipment Repla	-	-	-	88,000	68,000	163,000
397 00 15 24	Transfer From Bldg/Facilities For Equipı	-	-	-	23,000	23,000	23,000
397 00 15 26	Transfer From EMS For Equipment Rep	-	-	-	68,000	68,000	58,000
397 00 15 76	Transfer From Parks For Equipment Rep	-	-	-	10,000	10,000	10,000
	TOTAL REVENUES	**-**	**-**	**-**	**423,028**	**391,000**	**784,195**

		2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
EQUIPMENT RESERVE FUND EXPENDITURES							
514 89 41 20	Professional Financial / Banking Costs	-	-	-	13	-	-
594 21 64 32	Vehicles/Equip Police Department	-	-	-	-	-	120,000
594 22 64 32	Vehicles/Equip Fire Department Mobiliza	-	-	-	-	-	100,000
594 42 64 32	Vehicles/Equip Streets	-	-	-	85,914	-	4,000
	TOTAL EXPENDITURES	**-**	**-**	**-**	**85,927**	**-**	**224,000**
	ENDING FUND BALANCE	**-**	**-**	**-**	**337,101**	**391,000**	**560,195**

CITY OF COLLEGE PLACE
2018 Revenue & Expenditures
Economic Development Fund 330

		2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
ECONOMIC DEVELOPMENT FUND REVENUES							
308 10 00 33	**BEGINNING FUND BALANCE**	565,664	7,221,765	4,877,481	693,749	693,759	426,814
361 11 00 30	Interest Earned Economic Developmen	13,487	13,736	2,113	210	200	50
333 20 00 01	STP Funding CARS (ALL STP Funding Co	221,345	1,516,413	292,279	-	-	-
334 03 80 00	TIB 8-4-177(006)-1 CARS Project Fundir	-	780,546	1,258,139	307,441	307,442	-
334 04 20 01	CERB Award - CARS Project	-	-	400,000	-	-	-
344 10 00 05	Private Contribution - Port Of Walla Wa	-	-	150,000	90,739	90,739	-
344 10 00 06	Private Contribution - District 14 For CA	-	-	114,679	-	-	-
344 10 00 07	Private Contribution - WWU For Crossw	-	-	167,225	-	-	-
391 10 33 00	Bond Proceeds - CARS Project	6,813,243	-	-	-	-	-
392 10 33 00	Premiums On Bonds Sold - UTGO 2014	271,219	-	-	-	-	-
397 00 00 33	IFT From CE Fund	-	-	325,000	-	-	-
397 00 01 01	Interfund Transfer For CARS Signalizatio	-	233,347	574	31,221	31,221	85,000
397 00 31 33	Transfer From Street Improvement Fun	-	-	55,753	-	-	-
	TOTAL REVENUES	**7,884,959**	**9,765,807**	**7,643,242**	**1,123,360**	**1,123,361**	**511,864**

		2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
ECONOMIC DEVELOPMENT FUND EXPENDITURES							
514 29 41 33	Banking Service Fees/Charges - Econ D	284	26	-	-	50	-
592 95 83 03	Bond Issuance Costs (CARS)	76,213	-	-	-	-	-
595 30 63 54	CARS Project - Construction (STPUS-99	-	1,048,299	-	-	-	-
595 30 63 64	CARS Project - Construction (STP Funds	-	760,393	-	-	-	-
595 30 63 74	CARS Project - Construction (TIB 8-4-17	-	780,546	119,454	-	-	-
595 30 63 84	CARS Project - Construction (TIB 8-4-17	-	-	1,013,059	-	-	-
595 30 63 94	CARS Project - Construction CERB)	-	-	400,000	-	-	-
595 10 63 51	CARS Project - Engineering (STP Funds)	160,414	-	-	-	-	-
595 30 63 04	CARS Construction	-	300,347	-	-	-	-
595 30 63 44	CARS Construction (Bond Funded)	-	1,369,841	-	-	-	-
595 30 63 74	CARS Project - Construction (TIB 8-4-17	-	-	-	307,441	-	-
595 10 63 01	CARS Engineering Services	21,904	-	-	-	-	-
595 20 63 02	CARS ROW Services	72,551	-	-	-	-	-
595 20 63 03	CARS ROW Acquisition	291,882	-	6,806	270	-	-
595 30 63 05	CARS Miscellaneous Expenses	2,671	6,873	65,222	91,325	70,000	10,000
595 30 63 44	CARS Construction (Bond Funded)	-	-	4,740,066	160,765	468,500	-
595 64 63 00	CARS Traffic Signalization (Developer Fu	-	233,347	574	31,221	31,221	-
595 90 63 06	CARS Construction Engineering & Inspe	29,027	-	-	-	-	-
595 90 63 46	CARS - CE&I (Bond Funded)	-	388,654	478,686	126,825	127,000	-
595 90 63 86	CARS CE&I - TIB Funded	-	-	125,625	-	-	-
595 95 63 50	Other Costs (CARS) - Bond Proceeds	8,250	-	-	-	-	-
	TOTAL EXPENDITURES	**663,194**	**4,888,326**	**6,949,493**	**717,847**	**696,771**	**10,000**
	ENDING FUND BALANCE	**7,221,765**	**4,877,481**	**693,749**	**405,513**	**426,590**	**501,864**

CITY OF COLLEGE PLACE
2018 Revenue & Expenditures
Economic Development Reserve Fund 330

	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
ECONOMIC DEVELOPMENT RESERVE FUND REVENUES						
308 10 00 23 BEGINNING FUND BALANCE	65	65	65	65	65	65
361 11 00 32 Interest Earned - Econ Development Re	0	-	-	-	-	-
TOTAL REVENUES	**65**	**65**	**65**	**65**	**65**	**65**

	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
ECONOMIC DEVELOPMENT RESERVE FUND EXPENDITURES						
514 29 41 23 Banking Service Fees/Charges - Econ D	0	-	-	-	1	-
TOTAL EXPENDITURES	**0**	**-**	**-**	**-**	**1**	**-**
ENDING FUND BALANCE	**65**	**65**	**65**	**65**	**64**	**65**

CITY OF COLLEGE PLACE
2018 Revenue Budget
Water Fund 400

	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
WATER DEPARTMENT REVENUES						
308 80 00 40 BEGINNING FUND BALANCE	665,225	692,481	661,980.80	743,485	620,737	836,941
PERMITS & LICENSES						
321 50 00 40 Utility Permits	108,000	137,500	144,000	-	-	-
343 40 01 40 Water Front Footage Fees	-	-	-	19,560	-	-
Permits & Licenses Total	**108,000**	**137,500**	**144,000**	**19,560**	**-**	**-**
CHARGES FOR SERVICES						
341 70 00 00 Sale Of Merchandise	28,105	51,124	35,050	41,215	40,000	35,000
343 40 00 00 Water Sales	842,022	860,716	881,155	1,022,191	989,000	1,190,600
343 40 00 01 Water Sales - Irrigation Only	1,519	6,380	2,780	1,302	-	-
343 40 00 02 Water Charges For Utility Tax	-	-	-	455	-	-
343 40 01 70 Misc Util Fees/Activation Fees	4,306	3,397	3,879	8,042	3,000	4,000
343 40 01 75 Misc Util Fee Shut Off/On	9,659	9,026	5,606	-	8,500	-
362 00 00 01 Water - Hydrant Meter & Backflow Rental	3,339	5,152	3,115	1,694	500	500
Charges for Services Total	**888,950**	**935,796**	**931,585**	**1,074,898**	**1,041,000**	**1,230,100**
MISCELLANEOUS REVENUES						
343 40 00 03 Latecomer Fee Capital Contributions - Wa	-	2,782	1,391	-	-	-
343 40 01 85 Water - Sale Of Materials & Services	2,710	4,441	8,297	10,967	-	-
343 40 01 86 Water - Sale Of Non-Taxable Materials	1,131	-	-	-	-	-
359 90 00 40 Penalty/Late Fee	-	-	3,293	18,487	-	18,000
361 11 00 40 Investment Interest	566	778	1,757	3,628	1,000	1,500
361 40 00 40 Interests On Delinquent Accounts	-	126	63	-	50	-
362 00 50 40 Rental Charges / Fees	15,594	17,457	19,044	17,457	19,044	19,044
369 10 00 06 Sale Of Surplus - Water	1,596	821	787	333	-	-
369 91 00 40 Other Misc. Revenues	2,673	-	-	(50)	-	-
Miscellaneous Revenues Total	**24,271**	**26,405**	**34,633**	**50,822**	**20,094**	**38,544**
OTHER REVENUES						
389 10 00 40 Water - Hydrant Meter DEPOSIT	-	3,000	1,500	2,000	500	500
397 00 00 32 Interfund Transfer Fund 310 To Fund 400	86,444	-	-	-	-	-
Other Revenues Total	**86,444**	**3,000**	**1,500**	**2,000**	**500**	**500**
New Water Revenues Total	**1,107,665**	**1,102,700**	**1,111,718**	**1,147,280**	**1,061,594**	**1,269,144**
TOTAL AVAILABLE FUNDS	**1,772,891**	**1,795,181**	**1,773,699**	**1,890,765**	**1,682,331**	**2,106,085**

CITY OF COLLEGE PLACE
2018 Expenditure Budget
Water Fund 400

		2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
WATER DEPARTMENT EXPENDITURES							
WATER ADMINISTRATION							
534 10 10 00	Wages & OT	131,866	139,347	124,830	95,736	94,757	78,490
534 10 10 01	Wages & OT - Work Study Intern	-	907	6	-	-	-
534 10 10 02	Wages & OT - Work Study Intern Reimbur	-	1,159	-	-	-	-
534 10 20 00	Benefits	51,895	58,581	44,198	42,841	41,294	37,412
534 10 20 01	Benefits - Work Study Intern	-	172	11	-	-	-
534 10 31 01	Office Supplies - Administration	1,487	965	1,365	912	1,200	1,200
534 10 35 00	Small Tools/Equipment	39	376	-	48	300	300
534 10 41 00	Professional Service	16,244	16,766	13,662	12,221	11,000	11,000
534 10 42 00	Communication	3,411	2,623	3,982	3,340	3,000	3,000
534 10 43 00	Travel	1,153	1,407	1,152	1,122	1,500	1,500
534 10 44 00	External Taxes	76,607	78,074	81,626	92,324	87,000	87,000
534 10 44 01	Advertising	307	217	952	1,139	500	500
534 10 44 02	Utility Tax	-	-	-	455	-	-
534 10 45 00	Operating Rentals	509	456	105	-	1,200	-
534 10 46 00	Insurance	39,083	30,465	31,264	34,055	32,357	35,142
534 10 49 00	Miscellaneous	2,984	2,148	2,118	1,784	1,000	2,500
534 10 49 01	Registrations/Fees - Training Classes & Se	565	949	843	866	2,000	2,000
515 30 41 34	Legal Services - Water	1,328	3,075	7,053	1,352	2,000	2,000
534 90 41 00	Professional Financial / Banking Costs	317	263	235	124	200	200
594 34 64 02	Machinery/Equipment	-	24,495	-	1,990	-	-
534 20 41 00	Professional Services	-	-	12,923	-	-	-
534 20 49 00	Miscellaneous	-	1,000	30	-	-	-
	Water Administration Total	**327,795**	**363,445**	**326,355**	**290,307**	**279,308**	**262,244**
WATER MAINTENANCE							
534 50 10 00	Wages & OT	148,272	142,224	129,336	147,169	176,783	181,625
534 50 20 00	Benefits	72,863	72,152	68,622	81,797	107,590	118,498
534 50 20 01	Benefits Uniforms	704	634	873	1,610	1,000	1,000
534 50 31 00	Operating Supplies - Maintenance	52,739	47,699	64,817	47,723	70,000	70,000
534 50 35 00	Sm Tools/Equipment	1,391	2,060	2,309	1,152	1,500	1,500
534 50 41 00	Professional Services	1,500	107	1,686	2,413	2,000	3,000
534 50 45 00	Operating Rentals/Leases	-	40	169	-	500	500
534 50 48 00	Repairs & Maintenance	5,304	1,493	430	7,025	7,000	7,000
534 50 49 96	Interfund Rentals - O & M	29,695	23,205	23,856	46,255	13,619	44,941
594 34 64 04	Machinery/Equipment	-	-	3,717	1,428	4,200	4,500
597 34 00 95	Interfund Rentals - Repl	20,000	-	-	-	-	-
	Water Maintenance Total	**332,467**	**289,613**	**295,814**	**336,572**	**384,192**	**432,564**
WATER OPERATIONS							
534 50 51 01	County 911 / Dispatch Services	2,096	2,096	2,096	2,096	2,096	2,096
534 80 10 00	Wages & OT	9,432	9,738	9,598	9,909	9,677	9,918
534 80 20 00	Benefits	4,756	4,512	4,713	4,991	4,976	5,571
534 80 31 00	Operating Supplies - General	7,790	34,274	7,976	9,860	15,000	15,000
534 80 33 00	Water Purchase For Resale	-	-	-	-	1,000	1,000
534 80 35 00	Small Tools/Equipment	-	437	1,229	156	1,000	1,000
534 80 41 00	Water Utilities - Professional Services - W	5,349	6,752	7,090	5,520	4,500	4,500
534 80 45 00	Operating Rentals/Leases	-	1,019	-	-	-	-
534 80 47 00	Public Utility Services	120,208	134,446	123,520	124,654	145,000	145,000
534 80 48 00	Repairs/Maintenance	4,927	34,228	6,704	2,448	15,000	15,000
534 80 51 00	Intergov Maintenance	1,046	4,368	4,579	4,368	5,000	5,000
594 34 64 05	Capital Expenditures/Expenses - Machine	-	-	12,170	-	2,000	2,000
594 34 61 00	Water Utilities - Latecomer Utilities	-	2,364	1,182	-	-	-
	Water Operations Total	**155,603**	**234,234**	**180,857**	**164,003**	**205,249**	**206,085**
WATER FINANCE							
534 27 10 00	Water Utilities - Salaries & Wages	51,425	56,439	57,747	70,451	75,312	80,027
534 27 20 00	Water Utilities - Personnel Benefits	25,073	29,800	30,808	30,503	42,791	33,077
534 27 31 00	Water Utilities - Operating Supplies	2,248	1,196	2,170	2,406	2,000	2,000
534 27 31 01	Water Utilities - Office Supplies	144	638	529	1,248	450	1,000
534 27 35 00	Water Utilities - Small Tools And Minor Ed	200	132	-	91	100	100
534 27 41 00	Water Utilities - Professional Services	11,202	8,141	38,911	14,699	16,556	18,500
534 27 42 00	Water Utilities - Communications	5,680	5,361	4,937	5,160	5,200	5,500
534 27 43 00	Water Utilities - Travel	-	332	258	126	500	500
534 27 45 00	Water Utilities - Operating Rentals & Leas	-	-	-	-	-	-
534 27 48 00	Water Utilities - Repairs & Maintenance	-	-	338	529	700	700
534 27 49 00	Water Utilities - Miscellaneous	-	252	301	204	150	150

CITY OF COLLEGE PLACE
2018 Expenditure Budget
Water Fund 400

		2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
534 27 49 01	Water Utilities - Registrations/Fees - Trair	158	30	292	278	300	750
594 27 64 00	Water Utilities - Machinery & Equipment	-	2,248	-	-	-	-
	Water Finance Total	**96,129**	**104,569**	**136,290**	**125,695**	**144,059**	**142,304**
CAPITAL EXPENDITURES							
594 34 41 00	Capital Expenditures/Expenses - Professic	6,948	-	-	-	-	-
594 34 62 00	Professional Servs - Capital Improvemnts	12,277	-	-	-	-	-
594 34 63 04	Other Capital Improvements	149,191	121,339	66,398	-	-	-
	Capital Expenditures Total	**168,416**	**121,339**	**66,398**	**-**	**-**	**-**
NON-EXPENDITURES							
589 10 00 40	Water - Hydrant Meter Deposit Refund	-	-	4,500	500	-	-
	Non-Expenditures Total	**-**	**-**	**4,500**	**500**	**-**	**-**
TRANSFERS							
597 34 00 41	Interfund Transfer - Revenue Reserved Fc	-	-	-	100,000	100,000	200,000
597 34 00 95	Interfund Rentals - Repl	-	20,000	20,000	54,000	54,000	113,000
597 34 04 32	Interfund Transfer To Capital Projects Fur	-	-	-	-	-	100,000
	Transfers Total	**-**	**20,000**	**20,000**	**154,000**	**154,000**	**413,000**
	GRAND TOTAL WATER	**1,080,410**	**1,133,200**	**1,030,213**	**1,071,077**	**1,166,808**	**1,456,197**

CITY OF COLLEGE PLACE
2018 Revenue Budget
Wastewater Fund 401

	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
WASTEWATER FUND REVENUES						
308 80 00 41 BEGINNING FUND BALANCE	981,636	887,392	1,076,324.73	807,290	741,000	765,723
PERMITS & LICENSES						
321 50 00 41 Utility Permits	122,500	155,000	150,000	-	-	-
343 50 01 41 Wastewater Front Footage Fees	12,350	-	9,000	36,140	-	-
343 50 02 41 Sewer Assessment Charges	-	1,718	-	3,320	-	-
Permits & Licenses Total	**134,850**	**156,718**	**159,000**	**39,460**	**-**	**-**
CHARGES FOR SERVICES						
341 70 00 02 Wastewater Materials Charges	-	-	-	-	-	-
343 50 00 00 Wastewater Charges	1,594,287	1,605,865	1,586,964	1,672,622	1,662,400	1,846,000
343 50 00 02 Wastewater Charges For Utility Tax	-	-	-	702	-	-
343 50 00 41 Misc Util Fees & Charges	12,095	12,351	6,662	1,940	9,000	-
Charges for Services Total	**1,606,382**	**1,618,216**	**1,593,626**	**1,675,264**	**1,671,400**	**1,846,000**
MISCELLANEOUS REVENUES						
343 50 00 04 Latecomer Fee Capital Contributions	-	1,663	832	-	-	-
359 90 00 41 Penalty/Late Fee	-	-	1,579	6,872	-	7,000
361 11 00 41 Investment Interest WW	838	1,153	2,490	3,911	1,500	2,000
361 40 00 41 Interest On Sewer Delinquent Accou	-	310	71	-	75	-
369 10 00 07 Sale Of Surplus - Wastewater	69	-	-	57	-	-
369 91 00 41 Other Misc Revenues	1,636	3,153	180	133,855	-	-
395 20 00 41 Insurance Recovery	-	19,854	-	-	-	-
Miscellaneous Revenues Total	**2,543**	**26,133**	**5,152**	**144,695**	**1,575**	**9,000**
OTHER REVENUES						
397 41 24 01 Transfer Surplus To Operating Fund	-	-	-	-	-	72,758
Other Revenues Total	**-**	**-**	**-**	**-**	**-**	**72,758**
TOTAL WASTEWATER FUND	**2,725,411**	**2,688,459**	**2,834,102**	**2,666,708**	**2,413,975**	**2,693,481**

CITY OF COLLEGE PLACE
2018 Expenditure Budget
Wastewater Fund 401

	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
WASTEWATER FUND EXPENDITURES						
ADMINISTRATION						
535 10 10 00 Wages & OT	266,453	229,813	126,102	75,948	73,123	39,823
535 10 10 01 Wages & OT - Work Study Intern	0	907	6	0	0	0
535 10 10 02 Wages & OT - Work Study Intern Reimbu	0	1,159	0	0	0	0
535 10 20 00 Benefits	104,692	91,499	42,939	33,593	31,479	17,970
535 10 20 01 Benefits - Work Study Intern	0	172	11	0	0	0
535 10 31 01 Office Supplies - Administration	2,054	1,333	389	239	500	500
535 10 35 00 Small Tools / Equipment	297	0	0	0	0	0
535 10 41 00 Professional Services	3,008	3,999	939,407	1,100,689	1,192,000	1,050,000
535 10 42 00 Communication	3,070	2,642	1,362	739	900	900
535 10 43 00 Travel	543	638	287	128	300	300
535 10 44 00 External Taxes	45,775	46,128	46,304	48,852	50,000	50,000
535 10 44 01 Advertising	165	384	860	157	0	0
535 10 44 02 Utility Tax	0	0	0	702	0	0
535 10 45 00 Operating Rentals / Lease	494	442	102	0	0	0
535 10 46 00 Insurance	71,088	55,412	56,865	61,942	60,115	63,918
535 10 48 00 Repairs / Maintenance	0	0	0	0	0	0
535 10 49 00 Misc	1,301	1,379	718	1,571	500	500
535 10 49 01 Registrations/Fees - Training Classes & Se	264	1,409	166	67	500	500
535 10 51 00 Intergov Services	7,367	4,364	8,232	6,389	0	0
594 35 64 00 Machinery / Equipment	0	24,498	14,163	545	0	0
535 20 31 00 Operating Supplies - Admin. / Planning	32	0	0	0	0	0
535 20 35 00 Small Tools & Equipment	0	0	41	0	0	0
535 20 41 00 Professional Services	0	0	12,923	208,620	250,000	80,000
515 30 41 35 Legal Services - Wastewater	1,630	1,285	1,812	273	2,500	2,500
535 90 41 00 Professional Financial / Banking Costs	469	388	339	136	350	200
Administration Total	**508,701**	**467,851**	**1,253,031**	**1,540,590**	**1,662,267**	**1,307,111**
MAINTENANCE						
535 50 10 00 Wages / OT	73,842	24,936	59	0	0	0
535 50 20 00 Benefits	41,386	13,003	220	0	0	0
535 50 20 01 Benefits - Uniforms	484	96	100	0	0	0
535 50 31 00 Operating Supplies - Maintenance	3,593	2,656	226	297	0	0
535 50 32 00 Fuel Consumed	0	0	0	0	0	0
535 50 35 00 Small Tools / Equipment	222	2,124	87	0	0	0
535 50 41 00 Professional Services	0	0	0	0	0	0
535 50 44 00 External Taxes & Levies	0	0	0	0	50	0
535 50 45 00 Operating Rentals/Leases	0	0	0	0	0	2,500
535 50 47 00 Public Utility Services	0	0	0	0	0	0
535 50 48 00 Repairs / Maintenance	2,127	2,596	2,555	4,614	2,500	3,000
535 50 48 01 Maintenance Of Poplar Farm / Weed Con	513	9,053	2,213	1,758	0	150,000
535 50 49 96 Interfund Rentals - O & M	27,473	15,538	20,576	11,913	18,470	17,322
535 50 51 00 Intergov Services	30	730	2,831	30	500	500
594 35 64 01 Machinery & Equipment	0	0	0	0	0	0
597 35 00 95 Interfund Rentals - Repl.	25,000	0	0	0	0	0
Maintenance Total	**174,670**	**70,733**	**28,867**	**18,612**	**21,520**	**173,322**
OPERATIONS/GENERAL						
535 50 51 01 County 911 / Dispatch Services	2,096	2,096	2,096	2,096	2,096	2,096
535 80 10 00 Wages / OT	127,617	112,251	42,298	0	0	0
535 80 20 00 Personnel Benefits	65,046	53,030	13,649	0	0	0
535 80 20 02 Benefits - Uniforms	627	1,149	279	0	0	0
535 80 31 00 Operating Supplies - General	54,950	34,645	7,473	28	0	0
535 80 32 00 Fuel Consumed	1,996	1,516	92	0	0	0
535 80 35 00 Small Tools / Equipment	1,180	171	0	0	0	0
535 80 41 00 Professional Services	57,016	57,634	28,203	25,477	15,000	15,000
535 80 42 00 Communication	411	1,612	620	0	0	0
535 80 43 00 Travel	0	596	85	0	0	0
535 80 45 00 Operating Rentals/Leases	4,595	2,673	0	0	0	0
535 80 47 00 Public Utility Services	180,854	196,418	65,378	0	0	0
535 80 48 00 Repairs / Maintenance Capital Reserve	20,909	24,218	32,546	8,038	25,000	25,000
535 80 49 00 Miscellaneous	0	0	0	0	0	0
535 80 49 02 Registration/Fees-Training Classes & Sem	0	268	0	0	0	0
535 80 49 96 Interfund Transfers - O&M	27,473	15,538	20,576	11,913	18,470	17,322
535 80 51 00 Intergov Services	112	6,279	2,399	3,968	11,000	13,000
594 35 64 02 Machinery & Equipment	24,026	47,844	6,045	4,522	0	0
597 35 08 95 Interfund Rentals - Repl.	25,000	0	0	0	0	0
Operations/General Total	**593,908**	**557,937**	**221,739**	**56,043**	**71,566**	**72,418**

CITY OF COLLEGE PLACE
2018 Expenditure Budget
Wastewater Fund 401

	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
OPERATIONS/TESTING						
535 80 10 01 Wages / OT Testing	50,059	53,030	23,615	0	0	0
535 80 20 01 Benefits - Testing	28,352	30,171	9,825	0	0	0
535 80 31 02 Operating Supplies - Testing	11,895	8,035	1,063	0	0	0
535 80 35 01 Sm Tools / Equipment	1,628	115	0	0	0	0
535 80 41 01 Professional Services	19,800	22,509	7,805	0	0	0
535 80 48 01 Repairs / Maintenance	517	620	0	0	0	0
535 80 49 01 Miscellaneous	0	0	0	0	0	0
535 80 51 01 Intergovernmental Servs.	600	600	0	0	600	0
594 35 61 21 Sewer Utilities - Latecomer Utilities	0	1,414	707	0	0	0
Operations/Testing Total	**112,851**	**116,494**	**43,015**	**0**	**600**	**0**
FINANCE/BILLING						
535 27 10 00 Sewer Utilities - Salaries & Wages	85,475	91,017	93,153	81,314	82,953	83,730
535 27 20 00 Sewer Utilities - Personnel Benefits	42,608	48,676	50,282	35,395	47,697	34,625
535 27 31 00 Sewer Utilities - Operating Supplies	3,668	1,996	3,770	3,266	3,000	3,000
535 27 31 01 Sewer Utilities - Office Supplies	175	1,099	914	1,552	2,000	2,000
535 27 35 00 Sewer Utilities - Small Tools And Minor E	301	143	0	121	200	200
535 27 41 00 Sewer Utilities - Professional Services	19,431	15,072	24,159	34,392	45,996	36,000
535 27 42 00 Sewer Utilities - Communications	9,104	9,143	8,431	7,454	9,000	9,000
535 27 43 00 Sewer Utilities - Travel	0	568	442	141	500	500
535 27 45 00 Sewer Utilities - Operating Rentals & Leas	0	0	0	0	0	0
535 27 48 00 Sewer Utilities - Repairs & Maintenance	0	0	505	289	1,000	1,000
535 27 49 00 Sewer Utilities - Miscellaneous	0	427	518	324	500	500
535 27 49 01 Sewer Utilities - Registrations/Fees - Trai	308	49	491	306	500	750
594 27 64 01 Sewer Utilities - Machinery & Equipment	0	4,564	0	0	0	0
Finance Total	**161,068**	**172,754**	**182,664**	**164,553**	**193,346**	**171,305**
CAPITAL EXPENDITURES						
594 35 63 01 Other Improvements	208,993	176,365	22,497	0	0	0
594 35 64 03 Capital Expenditures/Expenses - Machine	50,035	0	0	0	0	0
594 35 41 00 Capital Expenditures/Expenses - Professi	27,792	0	0	0	0	0
595 35 63 33 Other Improvements (CARS)	0	0	225,000	0	0	0
Capital Expenditures Total	**286,819**	**176,365**	**247,497**	**0**	**0**	**0**
TRANSFERS						
597 35 00 95 Interfund Rentals - Repl.	0	25,000	25,000	0	0	0
597 35 08 95 Interfund Rentals - Repl.	0	25,000	25,000	0	0	0
597 40 14 11 Transfer For Rate Funded Capital	0	0	0	0	0	100,000
597 35 00 95 Interfund Rentals - Repl.	0	0	0	67,650	67,650	53,200
597 35 08 95 Interfund Rentals - Repl.	0	0	0	67,650	67,650	53,200
Transfers Total	**0**	**50,000**	**50,000**	**135,300**	**135,300**	**206,400**
TOTAL SEWER EXPENDITURES	**1,838,018**	**1,612,134**	**2,026,812**	**1,915,097**	**2,084,599**	**1,930,556**

CITY OF COLLEGE PLACE
2018 Revenue & Expenditures
Appointment Keepers Transportation Service Fund 405

		2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
AKTS - REVENUES							
308 80 00 45	**BEGINNING BALANCE**	61,199	41,428	15,814	13,267	13,267	-
344 70 00 00	Transport Fees/Charges < 5 Miles	61,297	29,103	220	-	-	-
344 70 00 01	Transport Fees/Charges > 5 Miles	142,586	11,407	1	-	-	-
361 11 00 45	Investment Interest	42	31	29	-	-	-
395 10 00 45	Sale Of Surplus Property	-	3,189	-	-	-	-
	TOTAL NEW REVENUES	**203,925**	**43,730**	**250**	**-**	**-**	**-**
	TOTAL AKTS REVENUES	**265,124**	**85,159**	**16,064**	**13,267**	**13,267**	**-**
AKTS - EXPENDITURES							
547 80 10 00	Wages & OT	103,410	34,501	2,629	-	-	-
547 80 10 01	AKTS Drivers - Volunteers	30,478	8,912	151	-	-	-
547 80 20 00	Benefits	38,579	10,574	-	-	-	-
547 80 20 01	Benefits Volunteers	4,505	1,398	-	-	-	-
547 80 20 02	Other Benefits	-	-	-	-	-	-
547 80 31 00	Operating Supplies - AKTS	185	-	-	-	-	-
547 80 31 01	Office Supplies - AKTS	222	-	-	-	-	-
547 80 32 00	Fuel	13,700	1,310	-	-	-	-
547 80 35 00	Sm Tools/Equipment	-	-	-	-	-	-
547 80 41 00	Professional Services	17,864	4,253	-	-	-	-
547 80 41 01	Prof. Services- Personnel Physicals AKTS	416	-	-	-	-	-
547 80 42 00	Communications	1,495	834	-	-	-	-
547 80 43 00	Travel	19	19	-	-	-	-
547 80 44 00	External Taxes	2,776	1,011	13	-	-	-
547 80 44 01	Advertising	-	-	-	-	-	-
547 80 45 00	Operating Rentals	217	64	-	-	-	-
547 80 48 00	Repairs/Maintenance	729	-	-	-	-	-
547 80 49 00	Miscellaneous	205	-	-	-	-	-
547 80 49 95	Interfund Rentals - Repl.	-	-	-	-	-	-
547 80 49 96	Interfund Rentals - O&M	7,948	4,655	-	-	-	-
547 90 41 00	Professional Financial / Banking Costs	24	12	4	-	-	-
515 30 41 45	Legal Services - AKTS	923	1,802	-	-	-	-
597 00 04 05	Transfer To Current Expense	-	-	-	13,267	13,267	-
	TOTAL AKTS EXPENDITURES	**223,695**	**69,344**	**2,798**	**13,267**	**13,267**	**-**
	ENDING FUND BALANCE	**41,428**	**15,814**	**13,267**	**-**	**-**	**-**

CITY OF COLLEGE PLACE
2018 Revenue & Expenditures
Water Capital Reserve Fund 410

		2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
WATER CAPITAL RESERVE FUND REVENUES							
308 10 00 42	**BEGINNING FUND BALANCE**	148,836	168,892	189,018	109,329	109,393	437,615
321 50 00 40	Utility Permits	-	-	-	227,800	100,000	140,000
361 11 00 42	Investment Interest - Water Equip Rese	127	191	362	927	300	300
362 00 50 13	Lease Payment (Annual) - Consolidated	-	-	-	70,000	70,000	70,000
395 10 04 10	Proceeds From Sale Of Capital Assets	-	-	-	10,300	-	18,000
391 20 04 31	Revenue Bond Proceeds	-	-	-	-	-	4,143,558
391 80 00 41	DOH Loan Proceeds	-	-	-	-	3,000,000	-
397 34 00 41	Interfund Transfer - Revenue Reserved	-	-	-	100,000	100,000	200,000
397 34 00 95	INF Equip/Veh Lease/Repl.	20,000	20,000	20,000	54,000	54,000	113,000
	TOTAL REVENUES	**168,963**	**189,083**	**209,380**	**572,356**	**3,433,693**	**5,122,473**
WATER CAPITAL RESERVE FUND EXPENDITURES							
534 10 41 41	Banking Service Fees/Charges - W Cap	71	65	50	24	70	70
594 34 61 41	Water Utility Land And Land Improveme	-	-	-	15,825	-	970,150
594 34 62 41	Water Utility Building Improvements	-	-	-	-	-	8,500
594 34 63 01	Water Utility Capital - C Street	-	-	-	19,770	40,000	-
594 34 63 02	Water Utility Capital Expenditures	-	-	100,000	-	3,000,000	-
594 34 63 03	Water Utility Capital Expenditures	-	-	-	73,185	-	2,615,000
594 34 64 41	Water Utility Equipment	-	-	-	44,722	28,000	375,000
	TOTAL EXPENDITURES	**71**	**65**	**100,050**	**153,526**	**3,068,070**	**3,968,720**
	ENDING FUND BALANCE	**168,892**	**189,018**	**109,329**	**418,830**	**365,623**	**1,153,753**

CITY OF COLLEGE PLACE
2018 Revenue & Expenditures
Wastewater Capital Reserve Fund 411

		2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
WASTEWATER CAPITAL RESERVE FUND REVENUES							
308 10 00 44	**BEGINNING FUND BALANCE**	344,361	394,491	444,785	445,728	445,661	931,423
321 50 00 41	Utility Permits	-	-	-	153,500	105,000	147,000
361 11 00 43	Investment Interest - WW Equip Resev	295	447	1,091	3,099	500	1,000
395 10 04 11	Proceeds From Sale Of Capital Assets	-	-	-	3,000	-	-
395 20 04 11	Compensation For Loss/Impairment Of	-	-	-	35,857	-	-
397 00 04 11	Transfer From Wastewater Debt Service	-	-	-	470,000	470,000	-
397 35 00 95	INF Equip/Veh Lease/Repl.	50,000	25,000	25,000	67,650	67,650	53,200
397 35 08 95	INF Equip/Veh Lease/Repl.	-	25,000	25,000	67,650	67,650	53,200
397 40 14 11	Transfer For Rate Funded Capital	-	-	-	-	-	100,000
397 41 24 11	Transfer Of Surplus To Capital Reserve	-	-	-	-	-	61,436
	TOTAL REVENUES	**394,655**	**444,938**	**495,876**	**1,246,484**	**1,156,461**	**1,347,259**
WASTEWATER CAPITAL RESERVE FUND EXPENDITURES							
535 10 41 41	Banking Service Fees/Charges - WW Ca	165	153	148	75	175	50
594 35 63 01	Other Improvements	-	-	-	32,720	40,000	-
595 35 63 33	Other Improvements	-	-	-	-	-	440,000
594 35 64 41	Wastewater Capital Equipment	-	-	50,000	251,320	625,000	818,000
	TOTAL EXPENDITURES	**165**	**153**	**50,148**	**284,114**	**665,175**	**1,258,050**
	ENDING FUND BALANCE	**394,491**	**444,785**	**445,728**	**962,370**	**491,286**	**89,209**

CITY OF COLLEGE PLACE
2018 Revenue & Expenditures
Wastewater Debt Service Fund 412

		2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
WASTEWATER DEBT SERVICE FUND REVENUES							
308 10 00 51	**BEGINNING FUND BALANCE**	822,992	884,364	956,497	1,046,960	1,037,948	545,769
343 50 00 51	LT Debt Collection For Sewer Utility	755,439	761,815	776,976	785,895	765,000	794,500
361 11 00 44	Investment Interest Earned	637	886	2,123	3,203	1,000	1,500
	TOTAL REVENUES	**1,579,069**	**1,647,066**	**1,735,596**	**1,836,059**	**1,803,948**	**1,341,769**
WASTEWATER DEBT SERVICE FUND EXPENDITURES							
535 10 41 42	Banking Service Fees/Charges - WW LTI	357	307	292	168	320	25
591 35 78 51	Loan Payment SRF - Principal L990018A	259,168	259,168	259,168	259,168	259,169	259,169
591 35 78 52	Loan Payment PWTF - Principal PW98-7	374,042	374,042	374,042	374,042	374,043	374,043
592 35 83 51	PWTF Loan Payment - Interest PW98-79	18,702	13,715	11,221	7,481	7,481	3,741
597 00 00 25	IFT To W/S Rev Bond #425 For Sewer F	42,435	43,337	43,912	173,653	173,653	-
597 00 04 11	Transfer To Wastewater Capital Reserve	-	-	-	470,000	470,000	-
597 41 24 01	Transfer Surplus To Operating Fund	-	-	-	-	-	72,758
597 41 24 11	Transfer Of Surplus To Capital Reserve	-	-	-	-	-	61,436
	TOTAL EXPENDITURES	**694,705**	**690,569**	**688,636**	**1,284,513**	**1,284,666**	**771,172**
	ENDING FUND BALANCE	**884,364**	**956,497**	**1,046,960**	**551,546**	**519,282**	**570,597**

CITY OF COLLEGE PLACE
2018 Revenue & Expenditures
Water Capital Improvement Reserve Fund 413

		2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
WATER CAPITAL IMPROVEMENT RESERVE FUND REVENUES							
308 10 00 43	**BEGINNING FUND BALANCE**	780,037	877,472	989,817	1,118,555	1,108,381	1,263,648
343 40 01 43	Capital Reserve Fund Collections	645,873	656,134	670,816	740,983	740,000	825,000
361 11 00 13	Interest - Water Capital Reserve Fund	656	936	2,334	5,325	1,000	2,500
362 00 50 13	Lease Payment (Annual) - Consolidated	70,000	70,000	70,000	-	-	-
	TOTAL REVENUES	**1,496,566**	**1,604,542**	**1,732,967**	**1,864,862**	**1,849,381**	**2,091,148**
WATER CAPITAL IMPROVEMENT RESERVE FUND EXPENDITURES							
534 10 41 43	Banking Service Fees/Charges - W LTD	367	325	322	206	350	350
591 34 78 00	Loan Payment SRF Principal 04-65104-0	87,599	87,599	87,599	87,599	87,600	87,600
591 34 78 01	Loan Payment PWTF Principal PW-05-69	168,885	168,885	168,885	168,885	168,886	168,886
591 34 78 04	Principal PWTF Loan 2007 PC08-951-01	253,664	253,664	253,664	253,664	253,665	253,665
591 34 78 05	Loan Payment DOH Well #1 Principal	-	-	-	-	-	102,184
592 34 83 00	Loan Payment SRF Interest 04-65104-0	15,768	14,454	13,140	11,826	11,826	10,512
592 34 83 01	Loan Payment PWTF Interest PW-05-69	10,133	8,515	8,444	7,600	7,600	6,756
592 34 83 04	Interest PWTF Loan 2007 PC08-951-011	19,025	16,277	16,488	15,220	15,220	13,952
592 34 83 05	Interest Payment DOH Well #1	-	-	-	-	-	22,500
597 00 00 26	IFT To W/S Rev Bond 07 - Water Portio	63,653	65,006	65,868	63,939	63,939	-
597 00 04 26	Transfer To Fund 426	-	-	-	-	140,000	303,470
	TOTAL EXPENDITURES	**619,095**	**614,725**	**614,412**	**608,939**	**749,086**	**969,875**
	ENDING FUND BALANCE	**877,472**	**989,817**	**1,118,555**	**1,255,923**	**1,100,295**	**1,121,273**

CITY OF COLLEGE PLACE
2018 Revenue & Expenditures
Water & Sewer Revenue Bond Fund 425

		2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
WATER & SEWER REVENUE BOND FUND REVENUES							
308 10 00 25	**BEGINNING FUND BALANCE**	3,457	3,162	3,053	2,782	2,782	122,412
361 11 00 25	Investment Interest	11	24	33	107	38	10
391 20 04 25	Revenue Bond Proceeds	-	-	-	-	354,192	-
393 00 04 25	Refunding LT Debt Issued - Water Utility	-	-	-	354,192	-	-
397 00 00 25	IFT W/S Revenue Bond #425 From WCI	63,653	65,006	65,868	63,939	63,939	-
397 00 00 26	IFT W/S Revenue Bond #425 From WWI	42,435	43,337	43,912	173,653	173,653	-
397 00 04 25	Transfer From Fund 426	-	-	-	116,600	116,600	-
	TOTAL REVENUES	**109,555**	**111,528**	**112,866**	**711,273**	**711,204**	**122,422**
WATER & SEWER REVENUE BOND FUND EXPENDITURES							
538 51 41 25	Banking Service Fees/Charges - W/S De	6	7	4	2	5	-
591 34 72 25	Principle Payment 2007 W/S Revenue B	70,000	75,000	80,000	-	540,000	-
593 34 04 25	Advance Refunding Escrow - Water Utili	-	-	-	331,842	-	-
592 14 89 25	Other Admin Costs	300	425	300	300	425	-
592 34 83 25	Interest Payment 2007 W/S Revenue Bo	36,088	33,043	29,780	13,070	26,140	-
592 34 89 00	Other Interest And Debt Service Costs	-	-	-	22,350	22,350	-
	TOTAL EXPENDITURES	**106,394**	**108,475**	**110,084**	**367,564**	**588,920**	**-**
	ENDING FUND BALANCE	**3,162**	**3,053**	**2,782**	**343,709**	**122,284**	**122,422**

CITY OF COLLEGE PLACE
2018 Revenue & Expenditures
Water & Sewer Revenue Bond Reserve Fund 426

		2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
WATER & SEWER REVENUE BOND RESERVE FUND REVENUES							
308 10 00 26	**BEGINNING FUND BALANCE**	116,157	116,199	116,281	116,520	116,507	302,522
361 11 00 26	Interest Earned	94	125	276	731	150	200
391 20 04 26	Revenue Bond Proceeds - Debt Reserve	-	-	-	302,000	140,000	-
397 00 04 26	Transfer From Fund 413	-	-	-	-	140,000	303,470
	TOTAL REVENUES	**116,252**	**116,324**	**116,558**	**419,251**	**396,657**	**606,192**
WATER & SEWER REVENUE BOND RESERVE FUND EXPENDITURES							
538 51 41 26	Banking Service Fees/Charges - W/S Bo	53	43	38	21	45	-
591 34 20 17	Principle Payment On 2017 Revenue Bo	-	-	-	-	85,000	176,288
593 35 04 26	Advance Refunding Escrow - Sewer Utili	-	-	-	221,228	-	-
592 34 20 17	Interest Payment Of 2017 Revenue Bon	-	-	-	-	55,000	127,182
597 00 04 25	Transfer To Fund 425	-	-	-	116,600	116,600	-
	TOTAL EXPENDITURES	**53**	**43**	**38**	**337,849**	**256,645**	**303,470**
	ENDING FUND BALANCE	**116,199**	**116,281**	**116,520**	**81,403**	**140,012**	**302,722**

CITY OF COLLEGE PLACE
2018 Revenue & Expenditures
Water System Construction Fund 431

		2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
WATER SYSTEM CONSTRUCTION FUND REVENUES							
308 10 00 31	**BEGINNING FUND BALANCE**	86,435	-	-	-	-	-
361 11 00 31	Investment Interest	13	-	-	-	100	-
361 11 00 33	Interest Earned - PWTF	7	-	-	-	-	-
391 20 04 31	Revenue Bond Proceeds	-	-	-	-	2,000,000	-
391 80 00 41	DOH Loan Proceeds	-	-	-	-	-	4,500,000
397 00 04 32	Transfer From Water Fund 400	-	-	-	-	-	100,000
	TOTAL REVENUES	**86,455**	**-**	**-**	**-**	**2,000,100**	**4,600,000**
WATER SYSTEM CONSTRUCTION FUND EXPENDITURES							
534 10 49 31	Banking Service Fees/Charges - W Cons	11	-	-	-	50	50
594 34 63 02	Water Utility Capital Expenditures	-	-	-	-	-	4,500,000
594 34 63 31	Construction	-	-	-	-	770,000	-
597 00 00 32	Interfund Transfer Fund 310 To Fund 40	86,444	-	-	-	-	-
	TOTAL EXPENDITURES	**86,455**	**-**	**-**	**-**	**770,050**	**4,500,050**
	ENDING FUND BALANCE	**-**	**-**	**-**	**-**	**1,230,050**	**99,950**

CITY OF COLLEGE PLACE
2018 Revenue & Expenditures
Equipment Rental and Replacement Fund 500

		2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
EQUIPMENT RENTAL AND REPLACEMENT - REVENUES							
308 80 00 50	**BEGINNING BALANCE**	327,517	328,631	278,271	266,388	158,273	123,748
348 65 00 01	INF - O & M	302,390	283,090	301,847	293,967	306,799	324,410
361 11 00 50	Investment Interest	284	374	592	986	300	500
362 00 00 00	Equip & Vehicle Rental	4,558	1,668	894	1,985	500	1,000
369 91 00 50	Other Misc. Revenues	610	285	2,400	66	-	-
391 10 00 02	Proceeds LTGO 2015 Issue (Fire Engine)	-	200,554	248,204	-	-	-
395 20 00 50	Insurance Compensation For Loss	-	2,061	-	-	-	-
397 00 00 50	Transfer From CE For Police Vehicle Pur	84,062	15,000	-	-	-	-
397 00 01 20	Interfund Transfer From Criminal Justice	-	30,000	-	-	-	-
	TOTAL NEW REVENUES	**391,904**	**533,032**	**553,937**	**297,005**	**307,599**	**325,910**
	TOTAL ER&R REVENUES	**719,420**	**861,663**	**832,208**	**563,392**	**465,872**	**449,658**

CITY OF COLLEGE PLACE
2018 Revenue & Expenditures
Equipment Rental and Replacement Fund 500

		2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
EQUIPMENT RENTAL AND REPLACEMENT - EXPENDITURES							
ADMINISTRATION							
548 70 10 00	Wages & OT	9,080	9,264	10,888	12,538	12,683	14,613
548 70 20 00	Personnel Benefits	3,445	3,626	4,585	5,532	5,488	7,130
548 70 31 00	Operating Supplies - ER&R Administrat	-	-	-	-	-	-
548 70 31 01	Office Supplies - ER&R Administration	-	351	326	63	500	500
548 70 35 00	Small Tools / Equipment	-	-	-	-	150	150
548 70 41 00	Professional Services	-	-	-	597	-	-
548 70 42 00	Communication	953	751	611	461	750	600
548 70 43 00	Travel	600	466	560	1,149	1,000	1,000
548 70 44 00	External Taxes	-	-	-	-	-	-
548 70 44 01	Advertising	-	-	-	-	-	-
548 70 45 00	Operating Rentals	-	-	-	-	-	-
548 70 46 00	Insurance	44,154	34,418	35,321	38,474	36,556	39,702
548 70 47 00	Public Utility Services	7,548	7,433	5,481	6,502	8,000	8,000
548 70 48 00	Repairs / Maintenance	-	-	-	-	-	-
548 70 49 00	Miscellaneous	-	411	36	41	500	500
548 70 49 01	Registrations/Fees - Training Classes & S	495	1,271	496	1,007	1,000	1,000
548 70 51 00	Intergovernmntl Services	65	-	-	-	-	-
548 79 41 00	Professional Financial / Banking Costs	159	121	80	41	150	150
594 48 64 02	Machinery / Equipment	-	-	-	1,450	-	-
	Administration Total	**66,499**	**58,112**	**58,383**	**67,856**	**66,777**	**73,345**
OPERATIONS							
548 68 10 00	Wages & OT	52,800	54,066	55,388	56,354	56,123	57,521
548 68 20 00	Benefits	28,845	30,426	32,079	33,828	33,947	37,919
548 68 20 01	Benefits - Uniforms	0	391	0	574	500	500
548 68 31 00	Operating Supplies - General	48,753	53,270	42,135	49,881	50,000	50,000
548 68 32 00	Fuel Consumed	67,930	44,573	41,918	51,326	55,000	55,000
548 68 35 00	Small Tools / Equipment	2,430	1,424	1,732	1,466	1,500	1,500
548 68 44 00	External Taxes	309	295	664	762	750	1,000
548 68 45 00	Operating Rentals	0	0	0	0	0	0
548 68 48 00	Repairs / Maintenance	39,154	48,327	37,370	31,671	42,000	42,000
548 68 49 00	Miscellaneous	9	0	0	251	0	0
594 48 64 01	Machinery / Equipment	0	0	33,535	0	0	0
	Operations Total	**240,229**	**232,772**	**244,821**	**226,111**	**239,820**	**245,440**
CAPITAL EXPENDITURES							
594 21 64 00	Vehicle/Equip Purchase - PD Replaceme	84,062	76,704	7,488	0	0	0
594 22 64 75	Fire Engine Purchase	0	200,554	253,107	0	0	0
594 22 64 76	Fire Mobilization Equipment	0	0	0	9,722	0	0
594 42 64 00	Equipment Purchase	0	1,500	2,021	83,706	66,000	0
594 48 64 00	Machinery / Equipment	0	13,750	0	0	0	0
	Capital Expenditures Total	**84,062**	**292,508**	**262,616**	**93,428**	**66,000**	**0**
	TOTAL ER&R EXPENDITURES	**390,790**	**583,392**	**565,820**	**387,395**	**372,597**	**318,785**
	ENDING FUND BALANCE	**328,631**	**278,271**	**266,388**	**175,997**	**93,275**	**130,873**

CITY OF COLLEGE PLACE
2018 Revenue & Expenditures
Flexible Benefits Plan Fund 625

	2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
FLEXIBLE BENEFITS PLAN FUND REVENUES						
308 10 00 62 BEGINNING FUND BALANCE	7,417	10,628	8,586	6,552	840	7,388
389 40 00 73 Trust Contribs Employee	10,445	11,600	11,153	11,126	17,000	13,000
TOTAL REVENUES	**17,862**	**22,228**	**19,739**	**17,678**	**17,840**	**20,388**
FLEXIBLE BENEFITS PLAN FUND EXPENDITURES						
586 73 00 00 Unreimbursed Medical Pays	7,234	13,642	-	-	-	-
589 40 00 73 Unreimbursed Medical Pays	-	-	13,187	9,748	17,000	13,000
TOTAL EXPENDITURES	**7,234**	**13,642**	**13,187**	**9,748**	**17,000**	**13,000**
ENDING FUND BALANCE	**10,628**	**8,586**	**6,552**	**7,930**	**840**	**7,388**

CITY OF COLLEGE PLACE
2018 Revenue & Expenditures
Municipal Court Trust Fund 635

		2014 Actual	2015 Actual	2016 Actual	2017 Actual	2017 Budget	2018 Budget
MUNICIPAL COURT TRUST FUND REVENUES							
308 10 00 14	**BEGINNING FUND BALANCE**	1,002	1,337	1,337	-	-	-
389 00 00 12	Municipal Court Deposits	335	-	-	-	-	-
	TOTAL REVENUES	**1,337**	**1,337**	**1,337**	**-**	**-**	**-**
MUNICIPAL COURT TRUST FUND EXPENDITURES							
512 50 41 12	Municipal Court - Service Charges / Mi	-	-	-	-	-	-
589 00 00 12	Municipal Court - Checks Issued	-	-	-	-	-	-
597 00 00 63	Transfer From Municipal Court Trust T	-	-	1,337	-	-	-
	TOTAL EXPENDITURES	**-**	**-**	**1,337**	**-**	**-**	**-**
	ENDING FUND BALANCE	**1,337**	**1,337**	**-**	**-**	**-**	**-**

Payroll Budget



Adopted
December 12, 2017

FTES by Home Department

	2018		
		Requested	Budgeted
Police Department Totals		20.75	16.5
Chief	Tomaras	1	1
Lieutenant	Vacant/New	1	0
Sergeant	Benfield	1	1
Sergeant	Parker	1	1
Detective	Maidment	1	1
Patrol	Harris, T	1	1
Patrol	Langlois/Vacant (hiring in 2018)	1	1
Patrol	Bolster	0.25	0.25
Patrol	Kelly (retiring 4/1/18)/Schmick	1.25	1.25
Patrol	Duede	1	1
Patrol	Fortin	1	1
Patrol	Harris, S	1	1
School Resource Officer	Langlois	1	1
Patrol	Watkins	1	1
Patrol	Diaz	1	1
Patrol	Vacant/New	3	0.75
Chief Records Clerk	Barr	1	1
Records Clerk	Haney	1	1
Records Clerk			
Code Enforcement Officer			
Animal Control			
Code Enforcement Officer/ Animal	Vacant/New	1	0
Police Intern	Vacant/New	0.25	0.25
Fire Department Total		4	4
Chief	Winter	1	1
Fire Fighter (Vacant)	Vacant	1	1
Fire Fighter	Drury	1	1
Fire Fighter	Boose	1	1
Admin Assistant			
Public Works Departments Total		10.25	10.25
Director*	Hartwig	1	1
Supervisor*	Antle	1	1
Water Quality Operator	Wolpert	1	1
Mechanic*	Goodson	1	1
Street Worker	Chamberlain	1	1
Utility Worker	Reese	1	1
Utility Worker	Grove	1	1
Street Worker	Holden	1	1
Parks Worker	Martin	1	1
Utility Worker	Seasonal Vacant	0.25	0.25
Admin Assistant (PW and Planning/	Vacant	1	1

FTES by Home Department

	2018		
		Requested	Budgeted
Administration Total		1	1
Administrator*	Rizzitiello	1	1
Finance Department Total		4	4
Finance Director*	Killgore	1	1
City Clerk*	Neissl	1	1
Accountant III*	Cinnamon	1	1
Accountant II*	Miller	1	1
Human Resources Total		1	1
HR Manager*	Strang	1	1
Planning/Engineering/Community Development Total		3.25	2.25
Planner	Rickard	1	1
Engineer*	Gordon	1	1
Engineering Intern*	Vacant	0.25	0.25
Building Inspection/Facilities Total		2	2
Facilities Director	Bohlman	1	1
Building Inspector	Hall	1	1
Total Current Departments			
Wastewater	Contracted out WWTP Operations		
AKTS	AKTS Program discontinued in 2015		
Total All Departments		46.25	41.00

*These employees are split

City of College Place, Washington
ORDINANCE NO. 18-006

AN ORDINANCE REPEALING ORDINANCE NO. 18-001 AND ADOPTING SALARIES AND COMPENSATION FOR THE MAYOR, CITY COUNCIL, APPOINTED OFFICERS, AND EMPLOYEES OF THE CITY OF COLLEGE PLACE AND FIXING THE EFFECTIVE DATE THEREOF.

BE IT ORDAINED by the City Council of the City of College Place, Washington, that;

Section 1. The salaries and wages of the various appointive officers and employees are fixed as set out in this ordinance. The salaries and wages as set out herein shall be effective from and after January 1, 2018 for all officers and employees. These salaries shall remain in effect until changed by the City Council by a duly enacted ordinance. All salaries and wages are stated at the rate per month except where otherwise indicated. Unless otherwise shown, the positions have been approved with a five-step salary scale.

Position Title	**Salary Range**				
TITLE	STEP 1	STEP II	STEP III	STEP IV	STEP V
Section 2. NON-UNION, EXEMPT					
City Administrator	9736				
Police Chief	8593	8,679			
Public Works Director	8,229	8,476	8,731	8,992	9,262
Engineer	7,549	7,775	8,008	8,249	8,496
Finance Director	7,310	7,530	7,756	7,988	8,228
Development Services Director	7,097	7,310	7,529	7,755	7,988
Fire Chief	6,889	7,096	7,309	7,528	7,754
Facility Manager	6,889	7,096	7,309	7,528	7,754
Planning Director	6,690	6,891	7,098	7,311	7,530
City Clerk	5,282	5,440	5,603	5,771	5,944
HR Manager	5,282	5,440	5,603	5,771	5,944
HR Specialist	4,434	4,567	4,704	4,845	4,990
Section 3. NON-UNION, NON EXEMPT					
Police Sergeant	5,605	5,773	5,946	6,125	6,308
Building Inspector	5,128	5,281	5,440	5,603	5,771
Deputy City Clerk	4,434	4,567	4,704	4,845	4,990
Chief Clerk - Police Department	3,814	3,928	4,046	4,167	4,292
Section 4. PUBLIC EMPLOYEE UNION					
Public Works Foreman	4,448	4,578	4,712	4,851	4,993
Fleet Maintenance Manager	4,197	4,320	4,446	4,577	4,711
Water Quality Operator	4,197	4,320	4,446	4,577	4,711
Accounting Clerk III	3,741	3,851	3,963	4,079	4,198
Water Utility II	3,741	3,851	3,963	4,079	4,198
Street Worker III - Applicator	3,741	3,851	3,963	4,079	4,198
Street Worker II	3,432	3,532	3,635	3,741	3,851
Parks Worker II	3,432	3,532	3,635	3,741	3,851
Water Utility I	3,335	3,432	3,532	3,635	3,741
Accounting Clerk II	3,335	3,432	3,532	3,635	3,741
Records Clerk	3,335	3,432	3,532	3,635	3,741

Administrative Assistant I	3,335	3,432	3,532	3,635	3,741
Street Worker I	3,242	3,336	3,433	3,533	3,636
Accounting Clerk I	2,975	3,062	3,151	3,243	3,336
Section 5. POLICE UNION					
Probationary (starting pay without state certification) *4112*					
Detective	4,936	5,084	5,236	5,393	5,555
Police Officer	4,788	4,932	5,080	5,232	5,389
Section 6. FIRE FIGHTER UNION					
Firefighter	4,642	4,781	4,925	5,072	5,225
Section 7. MISCELLANEOUS					
Reserve Officer / per hour	13.77				
Reserve Dispatcher / per hour	Minimum Wage to $15.00 per hour				
Animal Control Officer / per hour	13.77				
Laborer / per hour	Minimum Wage to $18.00 per hour				
Intern / Work Study Program	Negotiated by Administration				
Hiring Bonus	Up to $5,000.00 per hire to be negotiated by Administration				

Section 8. 2.08.060 Compensation of Mayor. The Mayor shall be paid the sum of one thousand five hundred dollars per month and in addition receive reimbursement for actual expenses incurred in the discharge of his official duties upon presentation of claim for such expenses and approval by members of the City Council. The City Council will provide, by appropriate resolution from time to time, additional necessary supportive expenses for the carrying out of the necessary functions of the Mayor and his office.

Section 9. 2.08.070 Compensation of Council. Each member of the Council of the City, if elected subsequent to the effective date of the ordinance codified in this section, shall receive the sum of three hundred seventy-five dollars per month.

Section 10. Ordinance No. 18-001 is hereby repealed.

Section 11. That if any item, section, or part of this ordinance shall be adjudicated to be invalid, such adjudication shall not affect the validity of the ordinance as a whole, or any item, section or part of said ordinance not adjudged invalid.

Section 12. This ordinance shall take effect January 1, 2018 upon its passage and publication as required by law.

PASSED by the City Council of the City of College Place, Washington, this 27th day of February, 2018.

Marge Nyhagen, Mayor ProTem

Attest:

Lisa R. Neissl, City Clerk

Approved as to form:

Andrea Clare, City Attorney
WSB 37889

Administrative Fees



Adopted
December 12, 2017

RESOLUTION NO.17-035
A RESOLUTION RELATING TO ADMINISTRATIVE FEES OF THE COLLEGE PLACE MUNICIPAL CODE

WHEREAS, the City adopted Resolution 17-024 on July 25, 2017; and

WHEREAS, there is a need for rate adjustments to meet the operation, maintenance and debt service costs; and

WHEREAS, the City intends to re-affirm all previously adopted administrative fees;

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of College Place that the following fees and charges shall henceforth be charged:

SECTION 1: General Administrative Fees

A. Copy / Duplication (Charges may be combined to the extent that more than one type of charge applies to copies produced in response to a particular request.)

1.	General paper copies per page (b/w or color)	$ 0.15
2.	Scanned copies per page	$ 0.10
3.	Electronic files per 4 files	$ 0.05
4.	Large electronic documents per 1GB	$ 0.10
5.	Customized IT fee	Actual cost
6.	Certification of copies per page	$ 3.00
7.	USB thumb drive	$ 4.74
8.	DVD/CD	$ 0.17
9.	DVD/CD paper sleeve	$ 0.06
10.	DVD/CD jewel case	$ 0.31
11.	Envelope 6x9	$ 0.10
12.	Envelope 9x12	$ 0.17
13.	Envelope 10x13	$ 0.18
14.	Envelope #10	$ 0.04
15.	Address label	$ 0.07
16.	Postage	Actual cost
17.	Staff time to copy or send files – per minute, 2 minute minimum	$ 0.41

B. Other General Administrative Fees

1.	Research – hourly charge based upon current salary ord. plus copy costs	$ TBD
2.	Special reports – As determined by City Clerk or Administrator	$ TBD

SECTION 2: CPMC Chapter 6.04 Animal Control Regulations

A. Animal License Fees

1.	For each dog requiring an annual certificate of registration (CPMC 6.04.040)	$ 50.00
2.	For each dog spayed or neutered with written proof	$ 15.00
3.	For each dog not spayed or neutered or without written proof	$ 30.00
4.	For each trained seeing-eye dog, there shall be no charge	No Charge
5.	For each replacement for lost tag	$ 1.00
6.	Late registration fee (per animal, except seeing-eye dog)	$ 10.00
7.	Impounding fee (CPMC 6.04.170):	
	a. For the 1st through 2nd impound in a year	$ 10.00

b. For the 3rd impound in a year	$ 50.00
c. For more than 3 impounds a year, thereafter per impound	$ 100.00

SECTION 3: Title 15 Building, Grading and Construction Fees. (In the case of conflict between this Resolution and Title 15, this Resolution shall govern)

A. Building and Grading Permit Fees: As per 1997 Uniform Building Code (UBC), Uniform Mechanical Code (UMC) and Uniform Plumbing Code (UPC).

1. In addition to the fees established in the 1997 Codes, a surcharge of 5% will be added to the permit fee for all construction permits.
2. Building and Project Valuation shall be determined by using the Architect/Engineers Project Cost or the most recent Building Valuation Data Sheet which is taken from the Building Safety Journal published by the International Code Council. This Valuation Data Sheet is adjusted/updated annually or as deemed necessary by the International Code Council. Projects not identified in the Data Sheet will be valued by using the Contractor's or Owner's project cost as approved by the Building Official.
3. Fees for repair, alteration, or remodel are based on the total value of work to be performed as submitted by the applicant except that any improvements to be dedicated to the city shall not be included in the valuation.
4. Improvements including and within the building shall be assessed as a Building Permit Fee. Site and utility-related improvements outside of the building shall be assessed as a Grading Permit Fee.
5. A Washington State Code Council fee will be assessed on all building permits. The current fee is $4.50 and will be adjusted as necessary.
6. Building and Grading Permit Fees shall be paid by the party applying for the permit.
7. Grading permit fees shall be paid in advance of release of plans to the contractor.
8. Grading fees shall apply to all non-city construction projects to include application to facilities constructed for dedication to the City. Grading fees for projects conducted by other public entities may be waived by Council on a case-by-case basis.

B. Plan Check Fees: 65% of the buildings permit fee assessed. (100% of plan review fee collected at application)

C. Re-inspection Fee	$ 47.00
D. Manufactured Home Placement	$ 250.00

E. Roofing Permits: Value based on the greater of project cost before taxes or on $100/square for overlay and $200/square for tear-off.

F. Demolition Permits: Value based on project cost.

SECTION 4: Land Use Fee Schedule

A. Administrative Approval without Notice	$ 100.00
B. Administrative Approval with Notice	$ 250.00
C. Annexation	$ 250.00
D. Appeals (Administrative)	$ 750.00
1. Transcription preparation of record ordered certified by court or desired by appellant for appeal to be paid by appellant and as per CPMC. (CPMC 19.15.040C)	$ 400.00 deposit
E. Binding Site Plan	$ 750.00
F. Boundary Line Adjustment	$ 100.00
G. Comprehensive Plan Amendment/Land use change	$1,000.00
H. Comprehensive Plan Amendment/Urban Growth Area Amendment	$2,000.00 plus County costs
I. Conditional Use Permit	$ 500.00
J. Critical Areas Permit	$ 400.00
K. Environmental Impact Statement (EIS)	Actual Cost
L. Preliminary Plat	$ 900.00
M. Planned Unit Developments (PUD)	
1. Preliminary PUD	$2,700.00
2. Final PUD	$ 350.00
N. Plats, Final	$ 350.00
O. Plats, Short	$ 400.00

P. Plat Amendments / Replat	$ 250.00
Q. SEPA Checklist	$ 250.00
R. Site Plan Application	$ 900.00
S. Site Plan Review; Single family / Multiple family up to four (4) units	$ 50.00
T. Variance / Non Conforming Use	$ 500.00
U. Zoning Amendments	$ 500.00
V. Advertising/Publication Cost	Actual Cost plus 10% admin fee
W. Third Party Professional Services	Actual Cost plus 10% admin fee

SECTION 5: Engineering Site Plan /Development Support Review Fees

A. Short Plat Base Review Fee (allows 3 reviews)	$2,040.00
B. Additional Short Plat Reviews (beyond initial 3 reviews)	$ 680.00 each
C. Long Plats, PUDs and Commercial Base Review Fee (allows 5 reviews)	$4,230.00

Note: PUD's are charged separately for the overall PUD and each individual phase thereafter)

D. Additional Long Plat Reviews (beyond initial 5 reviews)	$ 850.00 each
E. Miscellaneous Base Review Fee (allows 2 reviews for parking lots, significant non-plat and misc. reviews)	$ 530.00
F. Additional Miscellaneous Review Fee (beyond initial 2 reviews)	$ 290.00

G. Utility Drainage/Street Construction/Grading Special Support Fee: Up to 5% of project cost to be levied on all projects that include utilities, drainage, stormwater facilities, slopes or streets requiring additional or special project support. These funds will go toward the payment of independent inspectors and engineering review hired for construction projects. Independent contractor/inspector costs plus 10% for City administration fees will be invoiced to applicant with full and final payment required prior to final project approval.

SECTION 6: Fire Department Fees

A. Fire Detection Systems (New Installation) Plan Review / Inspection	$ 100.00
B. Fire Hydrants (each) Determination of Placement / Inspection	$ 100.00
C. Fire Sprinkler Systems (per riser on new installation) Plan Review	$ 200.00
D. Fireworks Permits for Sales	$ 100.00
E. Fireworks Use / Display Permit	$ 100.00
F. Halon Hood & Systems (New installations) Plan Review	$ 100.00
G. Hydrant Flow Tests (By Request)	$ 50.00
H. Nuisance Abatement Notice Fee	$ 25.00
I. Nuisance Abatement Arranged by the Fire Department	Actual cost plus $100
J. Plan Review Fee – Initial Review	$ 45.00 per hour
K. Plan Review Fee – For Revisions	$ 45.00 per hour
L. Plan Review Fee by Outside Agency / Vendor	Actual cost plus $100
M. Re-inspection Fee for Non Compliance	$ 100.00
N. Requests for Code Alternate / Variance	$ 100.00
O. Special Inspection / Review / Permit	$ 100.00

P. Violation Fee: A fine in an amount not to exceed $1,000 or imprisonment in jail for a period not exceeding 90 days, or by both such fine and imprisonment. Court costs will be assessed to the violator upon loss of any appeal of a violation.

Q. False Alarm Fees:

1. Alarm system malfunction (1st call)	No Charge
2. Alarm system malfunction five days after notification of need for servicing (1st call)	$ 25.00
3. Alarm system malfunction five days after notification of need for servicing (2nd call)	$ 100.00
4. Alarm system malfunction five days after notification of need for servicing (after 2nd call)	$ 250.00
5. Accidental alarm activation (1st call)	No Charge
6. Accidental alarm activation five days after notification of need for For protection of alarm activation device	$ 100.00
7. Malicious alarm activation	$ 500.00

8. Malicious discharge of extinguisher $ 500.00
9. Malicious damage to fire alarm system $ 500.00

R. Salvage Fees for Insurance Companies:
1. Maximum charge for single-family dwelling salvage $1,000.00
2. Maximum charge for commercial salvage $2,000.00
3. Debris removal (per cubic yard) $ 30.00
4. Boarding of windows and doors (per window or door) $ 30.00
5. Furniture salvage (per room) $ 40.00
6. Water removal (per sq. ft.) $ 2.50
7. Sump pump (flat fee plus $15.00 per hour) $ 120.00
8. Smoke odor removal (per room) $ 30.00

S. CPR & First Aid Classes: Actual Cost

T. Extinguisher Classes: Actual Cost

U. Reports:
1. Copy of EMS Report See Section 1
2. Copy of Fire Report See Section 1

V. Other Reports See Section 1

W. Haz Mat Fee: In accordance with the Washington State Association of Fire Chiefs

SECTION 7: Public Works Fees

A. Brush & Debris Collection Fee – 3 yards and under $ 10.00 per yard

B. Brush & Debris Collection Fee – Over 3 yds: employee, equipment time and disposal costs.

C. Equipment Rental Fees: As determined by the PW Director for each piece of equipment used.

D. Labor; Hourly Charge – During Business Hours $ 45.00 per hour

E. Labor; Hourly Charge – After Business Hours $ 60.00 per hour

F. Leaf Collection Fee (After December 31) $ 10.00

G. Commercial Cross Connection Site Inspection Fee $ 25.00

H. Fire Hydrant Meter & Backflow Fees:
1. Deposit $ 500.00
2. Rental Fee $ 7.00 per day
3. Install Fee $ 30.00
4. Removal Fee $ 30.00
5. Actual cost of water used (per 1,000 gallons) $ 1.00

I. Parts, Materials, Supplies provided by Public Works Actual Cost plus 20%

J. Sewer Lateral Locate – customer request $ 50.00

K. Dye Test – requested by customer, representative, etc. $ 25.00

L. Right-of-way Permit $ 75.00

M. Right-of-way Permit with street cut $ 150.00

N. Street Repair: $75.00 for 1st sq. ft. and $1.50 per sq. ft. thereafter

SECTION 8: Police Department Fees

A. Media Fee (per incident) $ 10.00

B. Bike License Fees:
1. Lifetime license for registering owner $ 7.00
2. Replacement license $ 1.00

C. Concealed Pistol License:
1. Original / Initial $ 36.00
2. Original / Initial FBI Fee (subject to change by FBI) $ 12.00
3. Renewal $ 32.00
4. Late Renewal $ 42.00
5. Replacement Fee $ 10.00

D. Driving While Suspended (DWS) Hearing Fee $ 41.00

E. Fingerprinting (per card) $ 10.00

F. Impound Hearing Administrative Fee (CPMC 10.24.050(B) $ 41.00

G. Notarizing of Document $ 5.00

H. Peddler / Solicitor License (Nonrefundable) (per applicant) $ 50.00
I. Special Events Application Fee $ 50.00
J. Public Record Request for Police Reports (per page): See Section 1
Note: Requests for collision reports should be made through Washington State Patrol
K. Verification of Police Reports /Documents (each) $ 3.00
L. VISA Clearance Letter $ 10.00
M. Crime Prevention Sign $ 10.00
N. Civil Service Testing (both Fire & Police) Estimated Actual Cost

SECTION 9: Municipal Court Remuneration

A. Witness Reimbursement per RCW 43.03.060 and RCW 2.36.150
B. Potential Juror Reimbursement per RCW 43.03.060 and RCW 2.36.150
C. Selected Juror Reimbursement per RCW 43.03.060 and RCW 2.36.150

SECTION 10: Water System Charges: CPMC Title 13.04

A. 13.04.050(A) Water System Connection Charges: Per unit charge
    1) Single family dwelling - $3,500 per dwelling unit
    2) Multiple family dwelling - $3,500 per dwelling and/or rental unit
    3) Business/commercial, or public entities will be charged as per the following schedule:
        a) For one inch or smaller service - $3,500
        b) For a one and one half inch service - $11,700
        c) For a two inch service - $18,700
        d) For a three inch service - $37,400
        e) For a four inch service - $58,400
        f) For a six inch service - $116,700
        g) Service connections larger than six inches in size will be negotiated with the city, considering the demand on the existing system and a determination of any necessary system improvements.
    4) Mobile, manufactured and modular homes - $3,500 per unit
    5) Gardens, lawn and agricultural use - $3,500 per connection
    6) Fire service connections - $4,200 per connection
B. 13.04.050(C) Front Footage Charge: When applicable
    1) $60.00 per assessed front foot of the lot.
C. 13.04.200(A) Account Names – New Account / Transfer Fee
    1) New account establishment fee: $8.00
    2) Request for transfer of service: $8.00
D. 13.04.210 Payment of Bills – Delinquency Charges:
    1) Delinquent charges shall be: 8% per annum or a $6.00 late fee, whichever is greater, for accounts with a balance due of greater than $10.00.
    2) The charge for hanging a red tag shut-off warning notice will be $20.
E. 13.04.250 Discontinuance of Service – Customer's Request – Fee
    1) $15.00 per request to turn the service back on.
F. 13.04260 Discontinuance – Nonpayment of Bill.
    1) When water service has been shut off for failure to pay water charges, the reconnection charges shall be as follows:
        a) If reconnection is requested to be made during normal business: $20.00
        b) If reconnection is requested to be made outside normal business hours: $50.00
G. 13.04.290 Unauthorized Turn On
    1) $50.00 charge per incident.
H. 13.04.400(A) Water Charges:
    1) Monthly residential base charge per unit - $34.11
    2) Monthly business base charge per unit - $46.80
    3) Consumption charge per 1,000 gallons - $1.32

SECTION 11: Wastewater System Charges: CPMC Title 13.08

A. 13.08.525(A) Connection and Modification Fees: Per Unit Charge
    1) $3,500 per dwelling and/or rental unit
B. 13.08.525(B) Front Footage Charge: When applicable
    1) $40.00 per assessed front foot of the lot.
    2) 13.08.525(C) Wastewater Inspection Fee: Per Inspection - $30.00
C. 13.08.485(B, E) Wastewater Base Charges: Per Unit Charge
    1) Monthly residential base charge per unit - $44.59
    2) Monthly small flow nonresidential base charge - $44.59
    3) Monthly unmetered account base charge per unit - $44.59
D. 13.08.485(B, E) Wastewater Consumption Charge: Per 1,000 gallons of consumption over 3,000 gallons consumed per month. (Large flow nonresidential customers are not given an unpaid consumption allowance.)
    1) Monthly residential consumption charge per 1,000 gallons - $4.13
    2) Monthly small flow nonresidential consumption charge per 1,000 gallons - $4.13
    3) Monthly large flow nonresidential consumption charge per 1,000 gallons - $7.43
    4) Monthly unmetered account consumption charge - $4.13 for each calculated average of 1,000 gallons of consumption in accordance with 13.08.485(E).
E. 13.08.490(A) Account Transfer Charge:
    1) New account establishment fee: $8.00
    2) Request for transfer of service: $8.00
F. 13.08.490(C) Billing Cycle and Due Date:
    1) Delinquent charges shall be: 8% per annum or a $6.00 late fee, whichever is greater, for accounts with a balance due of greater than $10.00.
G. 13.08.495(B) Special Considerations: Vacancy Allowance
    1) Base charge per dwelling and/or rental unit - $44.83
H. 13.08.500(5) Rate Reduction: Condemned/Unlivable Premises
    1) Debt service charge per dwelling and/or rental unit for maximum of one year - $14.53

SECTION 12: Stormwater Utility Fees—to be established upon formation of stormwater utility.

SECTION 13: Transportation Impact Fees—pending study to establish fee structure.

SECTION 14: Pedestrian Facility In-lieu of Improvements Fee—pending study to establish fee structures for payment in lieu of constructing pedestrian facilities.

SECTION 15: Miscellaneous Fees & Charges

A. Web Check Electronic Services Fee	As per agreement
B. NSF Fee	$ 20.00
C. Stop Payment Fee	$ 25.00

SECTION 16: Community Events/Parks

A. Farmers Market	
1. Vendor Season Fee	
a. Early registration – Through April 30th	$ 50.00
b. Late registration – After April 30th	$ 70.00
2. Vendor Daily Fee	$ 20.00
3. Power	
a. Season Fee	$ 20.00
b. Daily Fee	$ 10.00
B. Parks	
1. Reservations	
a. First come/first served	No charge
b. Restrict site access	$10.00/hour city resident/$15.00/hour non-resident
2. Park setup/cleanup - Hourly staff cost +10% (resident); Hourly staff cost +20% (non-resident)	

Payment of Fees: All fees are required to be paid prior to services being rendered, as applicable.

Effective Date: Rates, fees and other charges shall be effective January 1, 2018; after passage and approval as provided by law.

PASSED by the City Council of the City of College Place, Washington, on the 12th day of December, 2017.

APPROVED:

_____
Harvey R. Crowder– Mayor

ATTEST:

_____
Lisa R. Neissl – City Clerk

Glossary



BUDGET GLOSSARY

ACCOUNTING GROUPS: Accounting entities used to establish control over accountability for the government's general fixed assets and the unmarred principal of its general long-term debt, including special assessment debt for which the government is obligated in some manner. The most common groups are called, General Long Term Debt Accounting Group (GLTDAG) and, General Fixed Assets Account Group (GFAAP).

ACCOUNTING SYSTEM: The total set of records and procedures which are used to record, classify, end report information on the financial status and operations of an entity.

ACCOUNTS PAYABLE: A short-term liability account reflecting amounts owed to private persons or organizations for goods and services received by a government.

ACCOUNTS RECEIVABLE: An asset account reflecting amounts due from private persons or organizations for goods and services furnished by a government (but not including amounts due from other funds or other governments).

ACCRUAL BASIS OF ACCOUNTING: The method of accounting in which revenues are recorded when they are earned (whether or not cash is received at that time). Expenditures are recorded when goods and services are received (whether cash disbursements are made at the time or not).

ACCUMULATED DEPRECIATION: A contra-asset account used to report the accumulation of periodic credits to reflect the expiration of the estimated service life of fixed accounts.

AD VALOREM TAXES: A tax levied on the assessed value of real property.

AGENCY FUND: A fund used to account for assets held by a government as an agent for individuals, private organizations, other governments and/or other funds.

ALLOCATION: To set aside or designate funds for a specific purpose. An allocation does not authorize the expenditure of funds.

AMORTIZATION: (1) The portion of the cost of a limited life or intangible asset charged as an expense during a particular period. (2) The reduction of debt by regular payments of principal and interest sufficient to retire the debt by maturity.

ANNUAL DEBT SERVICE: The amount required to be paid in any calendar year for (1) interest on all Parity Bonds then outstanding, (2) principal of all Parity Bonds then outstanding, but excluding any outstanding term bonds, and (3) payments into any Sinking Fund Account for the amortization of outstanding Parity Bonds divided by the number of calendar years to the last maturity or mandatory redemption date thereof.

ANNUAL FINANCIAL REPORT (AFR): The official annual report of a government. It includes (a) the five combined financial statements in the combined statement - overview and their related notes and (b) combined statements by fund type and individual fund and account group financial statements prepared in conformity with GAAP and organized into a financial reporting pyramid. It also includes supporting schedules necessary to demonstrate compliance with finance regulated legal and contractual provisions, required supplementary information, extensive introductory material and a detailed statistical section.

APPROPRIATION: An authorization made by the City Council, which permits officials to incur obligations against and to make expenditures of governmental resources. Appropriations are usually made for fixed amounts and are typically granted for a one-year period

APPROPRIATIONS ORDINANCE: The official enactment by the City Council establishing the legal authority for City officials to obligate and expend resources.

ASSESSED VALUATION: The estimated value placed upon real and personal property by the Adams County Assessor as the basis for levying property taxes.

ASSETS: Property owned by a government, which has monetary value.

AUDIT: A systematic examination of resource utilization concluding in a written report. It is a test of management's internal accounting controls and is intended to:

- Ascertain whether financial statements fairly present financial position and result of operations:
- Test whether transactions have been legally performed;
- Identify areas for possible improvements in accounting practices and procedures;
- Ascertain whether transactions have been recorded accurately and consistently;
- Ascertain the steward-ship of officials responsible for governmental resources.

AUDITOR'S REPORT: In the context of a financial audit, a statement by the auditor describing the scope of the audit and the auditing standards applied in the examination, and setting for the auditor's opinion on the fairness of presentation of the financial information in conformity with generally accepted accounting practices or some other comprehensive basis system of accounting.

BALANCE SHEET: A statement presenting the financial position of an entity by disclosing the value of its assets, liabilities, and equities as of a specified date.

BARS: The State of Washington prescribed Budgeting & Accounting, Reporting System Manual required for all governmental entities in the State of Washington.

BASE BUDGET: Ongoing expense for personnel, contractual services, and the replacement of supplies and equipment required to maintain service levels previously authorized by the City Council.

BASIC FINANCIAL STATEMENTS: Those financial statements, including notes thereto, necessary for the fair presentation of the financial position and results of operations of an entity in conformity with GAAP. The basic financial statements include a balance sheet, an "all—inclusive" operating statement, a budget comparison statement (for all government funds for which annual appropriated budgets are adopted), and a statement of changes in financial position (for proprietary funds, pension trust funds and non-expendable trust funds).

BASIS OF ACCOUNTING: A term used to refer to when revenues, expenditures, expenses and transfers and the related assets and liabilities are recognized in the accounts and reported in the financial statements. Specifically, it relates to the timing of the measurements made, regardless of the nature of the measurement on either the cash or accrual method.

BOND (Debt Instrument): A written promise to pay (debt) a specified sum of money (called principal or face value) at a specified future date (called the maturity date) along with periodic interest paid at a specified percentage of the principal (interest rate). Bonds are typically used for long-term debt to pay for specific capital expenditures.

BOND ANTICIPATION NOTES (BANS): Short-term interest bearing notes issues in anticipation of bonds to be issued at a later date. The notes are retired from proceeds of the bond issue to which they are related.

BUDGET (Operating): A plan of financial operation embodying an estimate of proposed expenditures for a given period (typically a fiscal year) and the proposed means of financing them (revenue estimates). The term is also sometimes used to denote the officially approved expenditure ceilings under which the City and its departments operate.

BUDGET CALENDAR: The schedule of key dates or milestones, which the City follows in the preparation and adoption of the budget.

BUDGET DOCUMENT: The official written statement prepared by the Finance Department and supporting staff for the mayor, which presents the proposed budget to the City Council.

CAPITAL ASSETS: Assets of significant value and having a useful life of several years. Capital assets are also called fixed assets.

CAPITAL BUDGET: A plan of proposed capital expenditures and the means of financing them. The capital budget may be enacted as part of the complete annual budget including both operating and capital outlay. The capital budget is based on the Capital Facility Plan (CFP).

CAPITAL FACILTIY PLAN (CFP): A plan of proposed capital expenditures to be incurred each year over a period of six future years setting forth each capital project, identifying the expected beginning and ending date for each project, the amount to be expended in each year, and the method of financing those expenditures.

CAPITAL PROGRAM: A plan for capital expenditures to be incurred each year over a fixed period of years to meet capital needs arising from the long-term work program. It sets forth each project or other contemplated expenditure in which the government is to have part and specifies the full resources estimated to be available to finance the projected public facilities.

CAPITAL OUTLAY: Expenditures, which result in the acquisition of or addition to fixed assets. Examples include land, buildings, machinery and equipment, and construction projects.

CAPITAL PROJECTS: Projects, which purchase or construct capital assets. Typically, a capital project encompasses purchase of land or constructions of a building or facility, with a life expectancy of more than 10 years.

CASH BASIS: The method of accounting under which revenues are recorded when received in cash and expenditures are recorded when paid.

CASH FLOW BUDGET (CASH BUDGET): A projection of the cash receipts and disbursements anticipated during a given time period.

COMMUNITY DEVELOPMENT BLOCK GRANTS (CDBG): Grant funds administered through Department of Community Development of the State of Washington.

CENTENNIAL CLEAN WATER PROGRAM (CCWP): In 1986, legislation was passed which provides grants to public entities for financing water pollution control activities and facilities to protect surface and underground water from pollution. In addition, a state revolving loan program was established to provide loans or combinations of grants/loans to finance public facilities.

CERTIFICATE OF DEPOSIT: A negotiable or non-negotiable receipt for monies deposited in a bank or other financial institution for a specified period for a specified rate of interest.

COMMUNITY PARK: Those parks so designated in the City of Othello's Parks and Recreation Plan.

CONCURRENT OR CONCURRENCY: The improvements that are in place at the time the impacts of development occur, or that the necessary financia1 commitments are in place. Public facilities and services shall be adequate to serve the development at the time the development is available for occupancy and use without decreasing current service levels below locally established minimum standards.

CONTINGENCY: A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted for.

COST ACCOUNTING: Accounting assembles and records all cost incurred to carry out a particular service.

COUCILMANIC BONDS: Councilmanic bonds refer to bonds issued with approval of the Council, as opposed to voted bonds, which must be

approved by vote of the public. Councilmanic bonds must not exceed .75% of the assessed valuation and voted bonds 1.75%.

DEBT: An obligation resulting from the borrowing of money or from the purchase of goods and services. Debts of governments include bonds, time warrants and notes.

DEBT LIMITS: The maximum amount of gross or net debt, which is legally permitted.

DEBT SERVICE: Payment of interest and repayment of principal to holders of the City's debt instruments.

DEBT SERVICE FUND: A fund established to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

DEFICIT: (1) The excess of an entity's liabilities over its asset (See Fund Balances). (2) The excess of expenditures or expenses over revenues during a single accounting period.

DELINQUENT TAXES: Taxes remaining unpaid on and after the date to which a penalty for nonpayment is attached. Even though the penalty may be subsequently waived and a portion of the taxes may be abated or canceled, the unpaid balances continue to be delinquent taxes until abated, canceled, paid or converted into tax liens.

DEMAND DEPOSIT: A deposit of monies that are payable by the bank upon demand.

DEPRECIATION: (1) Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence. (2) That portion of the cost of a capital asset, which is charged as an expense during a particular period.

DEVEOPLMENT ACTIVITY: Any construction or expansion of a building, structure, or use, any changes in use of a building, structure, or use, or any change in the use of land, that creates additional demand and need for public facilities.

DOUBLE BUDGETING: The result of having funds or departments within a government purchase services from one another rather than from outside vendors. When internal purchasing occurs, both funds must budget the expenditures (one to buy the service and the other to add the resources to its budget so they have something to sell). This type of transaction results in inflated budget values because the same expenditure dollar is budgeted twice: once in each fund's budget. The revenue side of both funds is similarly inflated.

DUE FROM OTHER FUNDS: An asset account used to indicate amounts owed to a particular fund by another fund for goods or services rendered. This account includes only short-term obligations on open account, not interfund loans.

ENCUMBRANCES: Obligations in the form of purchase orders, contracts or salary commitments, which are chargeable to an appropriation and for which a part of the appropriation is reserved. They cease to be encumbrances when paid or when an actual liability is set up.

ENDING FUND BALANCE: The cash balance remaining at the end of the fiscal year available for appropriation in future years.

ENTERPRISE FUND: Separate financial accounting used for governmental operations that are financed and operate in a manner similar to business enterprises, and for which preparation of an income statement is desirable.

EQUIPMENT RENTAL: The Equipment Rental Fund operates as a self-sufficient motor and equipment pool. Customer departments pay for the equipment used through charges billed monthly. These charges include a form of depreciation, which is accumulated as a sinking fund for future asset replacement, a factor for maintenance of the equipment, and charges for fuel (if applicable).

EXPENDITURES: Where accounts are kept on the accrual or modified accrual basis of accounting, the cost of goods received or services rendered whether cash payments have been made or not. Where accounts are kept on a cash basis, expenditures are recognized only when the cash payments for the above purposes are made.

FEDERAL AID URBAN SYSTEM (FAUS): Provides funds for the constructions, reconstruction, and improvement of urban streets and roads. A local match of 16.6% is required.

FEE IN LIEU OF (FILO): Charges are contributions made by developers toward future improvements of City facilities resulting from the additional demand on the City's facilities generated from the development.

FISCAL YEAR: A twelve (12) month period designated as the operating year by an entity. For Othello, the fiscal year is the same as the calendar year (also called budget year).

FIXED ASSETS: Long-lived tangible assets obtained or controlled as a result of past transactions, event or circumstances. Fixed assets include buildings, equipment, improvements other than buildings, and land.

FLOAT: The amount of money represented by checks outstanding and in the process of collection.

FULL FAITH AND CREDIT: A pledge of the general taxing power of a government to repay debt obligations (typically used In reference to bonds).

FTE: Full-time equivalent employee.

FUND: An independent fiscal and accounting entity with a self-balancing set of accounts recording cash and/or other resources together with all related liabilities, obligations, reserves, and equities, which are segregated for the purpose of carrying on specific activities or attaining certain objectives.

FUND BALANCE: The excess of an entity's assets over its liabilities. A negative fund balance is sometimes called a deficit.

GOVERNMENTAL ACCOUNTING, AUDITING AND FINANCIAL REPORTING (GAAFR): The "blue book" published by the Municipal Finance Officers Association to provide guidance for the application of accounting principles for governments.

GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP): The standards used for accounting and reporting used for both private industry and governments.

GENERAL FIXED ASSETS: Capital assets that are not part of any fund, but of the government unit as a whole. Most often these assets arise from the expenditures of the financial resources of governmental funds.

GENERAL FUND: The fund supported by taxes, fees and other revenues that may be used for any lawful purpose.

GENERAL OBLIGATION BONDS: Bonds for which the full faith and credit of the insuring government are pledged for payment.

GOALS: The objective of specific tasks and endeavors.

GRANT: A contribution of assets (usually cash) by one governmental unit or other organizations to another. Typically, these contributions are made to local governments from the State and Federal government. Grants are usually made for specified purposes.

GUARANTY FUND: A fund established by a bond issuer, which is pledged as security for the payment of one or more bond issues. Normally used for Local Improvement Districts (LID).

IMPACT FEES: A fee assessed on new development that creates additional demand and need for public facilities.

INFRASTRUCTURE: The underlying foundation of streets, storm water system, sewer, and water systems that the continuance and growth of a jurisdiction depends.

INTERFUND PAYMENTS: Expenditures made to other funds for services rendered. This category includes interfund repairs and maintenance.

INTERGOVERNMENTAL SERVICES:
Intergovernmental purchases of those specialized services typically performed by local governments.

INTERNAL CONTROL: A plan of organization for purchasing, accounting, and other financial activities, which among other things, provides that: The duties of employees are subdivided so that no single employee handles financial action from beginning to end. Proper authorization from specific responsible officers is obtained before key steps in the processing of a transaction are completed. Records and procedures are arranged appropriately to facilitate effective control.

INTERNAL SERVICE FUND: Funds used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the City, or to other governments on a cost-reimbursement basis.

INVESTMENTS: Securities and real estate purchased and held for the production of income in the form of interest, dividends, rentals and base payments.

LATECOMER FEES: Fees paid by developers or future service users for their share of past improvements financed by others.

LEASING: A financial technique whereby ownership of the project or equipment remains with the financing entity, and where title may or may not transfer to the City at the end of the lease.

LEOFF: Law Enforcement Officers and Firefighters Retirement System provided by the State of Washington.

LEVY: (1) To impose taxes, special assessments or service charges for the support of governmental activities. (2) The total amount of taxes, special assessments or service charges imposed by a government.

LEVY LID: A statutory restriction on the annual increase in the amount of property tax a given public jurisdiction can assess on regular or excess levies.

LIABILITY: Debt or other legal obligations arising out of transactions in the past, which must be liquidated, renewed or refunded at some future date.

LOCAL IMPROVEMENT DISTRICTS (LID): Special Assessments made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties.

MATURITIES: The dates the principal or stated values of investments or debt obligations mature and maybe reclaimed.

MILL: The property tax rate, which is based on the valuation of property. A tax rate of one mill produces one dollar of taxes on each $1,000 of property valuation.

MITIGATION FEES: Contributions made by developers toward future improvements of city facilities resulting from the additional demand on the City's facilities generated from the development.

MODIFIED ACCRUAL BASIS: The basis of accounting under which expenditures, other than accrued interest on general long-term debt, are recorded at the time liability are incurred and revenues are recorded when received in cash except for material and/or available revenues, which should be accrued to reflect properly the taxes levied and revenue earned.

NET REVENUE: The revenue of the system less the cost of maintenance and operation of the system.

NOTES TO THE FINANCIAL STATEMENTS: The SSAP and other disclosures required for a fair presentation of the financial statements of government in conformity with GAAP and not included on the face of the financial statements themselves. The notes to the financial statements are an integral part of the Annual Report.

OBJECT: As used in expenditure classification, this term applies to the type of item purchased or the service obtained (as distinguished from the results obtained from expenditures).

OPERATING FUNDS: Resources derived from recurring revenue sources used to finance ongoing operating expenditures and pay-as-you-go capital projects.

OPERATING TRANSFER: Routine and/or recurring transfers of assets between funds.

ORDINANCE: A statute or regulation enacted by City Council.

OTHER SERVICES AND CHARGES: A basic classification for services, other than personnel services, which are needed by the City. This item includes professional services, communication, travel, advertising, rentals and leases, insurance, public utility services, repairs and maintenance, and miscellaneous.

PARITY BOND: Any and all water and sewer revenue bonds of the City The payment of which, both principal and interest, constitutes a lien and charge upon the revenue of the system and upon assessments equal in rank with the lien and charge on such revenue of the system and assessments for payments required to pay and secure the payment of the bonds.

PERS: Public Employees Retirement System provided for, other than Police and Fire, by the State of Washington.

PERSONNEL BENEFITS: Those benefits paid by the City as part of the conditions of employment. Examples include insurance and retirement benefits.

PROGRAM: A specific and distinguishable unit of work or service performed.

PROGRAM ENHANCEMENT: Programs, activities or personnel requested to improve or add to the current baseline services.

PROGRAM MEASURES: A unit of standard used for the quantitative comparison in the manner of functioning to capacity or quantity as determined.

PROGRAM REVENUE: These are revenues, which are produced as a result of an activity of a program and are subject to quantity of services provided to the public or governmental units (i.e. permits. charges for fire services. Recreational activities), or revenues dedicated to a specific use (i.e. grants taxes or debt funds).

PROPRIETARY FUND TYPES: Sometimes referred to as income determination or commercial-type funds, the classification used to account for a government's ongoing organizations and activities that are similar to those often found in the private sector. The GAAP used are generally those applicable to similar businesses in the private sector and the measurement focus is on determination of net income, financial position and changes in financial position.

PUBLIC FACILITIES: The capital owned or operated by the City or other governmental entities.

PUBLIC WORKS TRUST FUND (PWTF): Is a low-interest revolving loan fund, which helps local governments finance critical public works needs. To be eligible for trust fund financing, the applicant must be a local government entity, with a long-term plan for financing public works needs. If the applicant is a city or county, it must be imposing the optional one-quarter percent real estate excise tax for capital purposes. Eligible projects include streets and roads, bridges, storm sewers, sanitary sewers, and water systems. Loans will only be made for the purpose of

repair, replacement, reconstruction, or improvement of existing eligible public works systems to meet current standards and to adequately serve the needs of the existing populations. New capital improvement projects are not eligible. The maximum loan amount has been one million with a minimum local match of ten percent. Interest rates vary from one to three percent, depending on the match.

RCW: Revised Code of Washington.

Real Estate Excise Tax (REET): A tax upon the sale of real property from one person or company to another.

RESERVE: An account used to indicate that a portion of fund equity is legally restricted for a specific purpose.

RESOLUTION: A formal statement of a decision or expression of an opinion of the City Council.

RESOURCES: Total dollars available for appropriations including estimated revenues, fund transfers, and beginning fund balances.

RETAINED EARNINGS: An equity account reflecting the accumulated earnings of the City.

REVENUE: Income received by the City in support of a program of services to the community. It includes such items as property taxes, fees, user charges, grants, fines and forfeits, interest income and miscellaneous revenue.

REVENUE BONDS: Bond issued that pledge future revenues, usually water, sewer or drainage charges, to cover debt payments in addition to operating costs.

REVENUE ESTIMATE: A formal estimate of how much revenue will be earned from a specific revenue source for some future period, typically, a future fiscal year.

SALARIES AND WAGES: Amounts paid for personal services rendered by employees in accordance with rates, hours, terms and conditions authorized by law or stated in employment contracts. This category also includes overtime and temporary help.

SERVICE MEASURES: Specific quantitative measures of work performed within an activity or program (e.g., total miles of street cleaned). Also, a specific quantitative measure of results obtained through a program or activity (e.g., reduced incidence of vandalism due to new street lighting program).

SINGLE AUDIT: An audit performed in accordance with the Single Audit Act of 1984 and Office of Management and Budget (0MB) Circular A-125, Audits of State and Local Governments. The Single Audit Act allows or requires governments (depending on the amount of federal assistance received to have one audit performed to meet the needs of all federal grantor agencies.

SINKING FUND ACCOUNT: An account created in the bond fund to amortize the principal of term bonds.

SPECIAL ASSESSMENT: A compulsory levy made against certain properties from earnings of enterprise funds. In addition to a pledge of revenues, such bonds sometimes contain a mortgage on the enterprise funds' property.

SPECIAL REVENUE FUND: A Fund used to account for the proceeds or specific revenue sources that are legally restricted to expenditure or specified purposes.

SUPPLEMENTAL APPROPRIATION: An appropriation approved by the Council after the initial budget appropriation.

SUPPLIES: A basic classification of expenditures for articles and commodities purchased for consumption or resale. Examples include office and operating supplies, fuel, power, water, gas, inventory or resale items, and small tools and equipment.

SURETY BOND: Any letter of credit, insurance policy, surety bond or other equivalent credit facility or any combination thereof issued to the City to satisfy all or part of the amount required to be maintained in the Reserve Account to make such payments of principal and interest as the same become due at maturity or on any mandatory redemption date.

TAX: Charge levied by a government to finance services performed for the common benefit.

TAX ANTICIPATION NOTES (TANS): Notes issued in an anticipation of taxes, which are retired usually from taxes, collected (typically used by school districts).

TAX LEVY ORDINANCE: An ordinance through which taxes are levied.

TAX RATE LIMIT: The maximum legal rate at which a municipality may levy a tax. The limit may apply to taxes raised for a particular purpose or for general purposes.

TERM BONDS: Any parity bonds designated by the council as "term bonds" pursuant to an ordinance which authorizes the issuance of parity bonds and provides for mandatory payments into a sinking fund account established for the term bonds so designated and provides for mandatory redemption of such term bonds from such sinking fund account.

TRANSPORTATION IMPROVEMENT ACCOUNT (TIA): TIA provides funding for transportation projects through two programs: The urban programs and the small cities program. Urban projects must be attributable to congestion caused by economic development or growth. They must be consistent with state, regional and local selection processes. The TIB requires multi—agency planning and coordination and public/private cooperation to further the goal of achieving a balanced transportation system in Washington State.

TRANSPORTATION IMPROVEMENT BOARD (TIB): The purpose of the TIB is to administer funding for local governments for transportation projects. This is accomplished through the Transportation Improvement Account Program and the Urban Arterial Trust Account Program; Revenues are from the state fuel tax, local matching funds, and private sector contributions.

TRUST FUND: Funds used to account for assets held by a government in a trustee capacity for individuals, private organizations, and/or other funds.

UTILITY LOCAL IMPROVEMENT DISTRICTS: (ULID) Created only for improvement to sewer, water, and other utilities and differs from a LID in that all assessment revenues must be pledged for payment of debt service or bonds issued to finance the improvements.

WAC: Washington Administrative Code,

WARRANT: An order drawn by a municipal officer(s} directing the treasurer of the municipality to pay a specified amount to the bearer, either after the current or some future date.

YIELD: The rate earned on an investment based on the price paid for the investment, the interest earned during the period held, and the selling price or redemption value of the investment.