

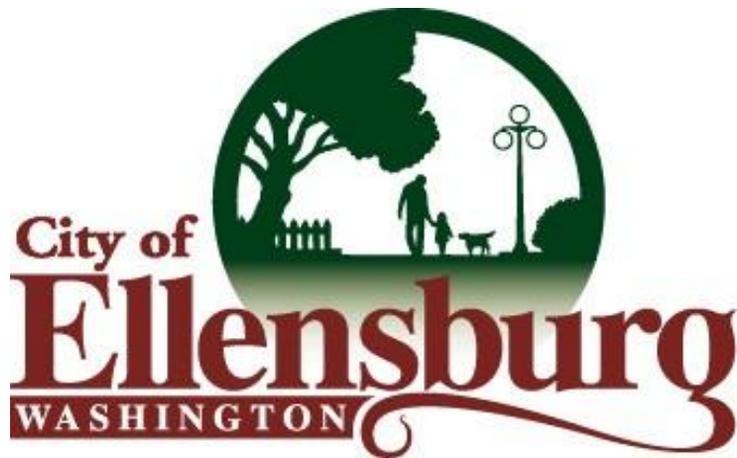


2013-2014 Biennial Budget

Energy Generating Project

*City of Ellensburg
Washington*

*City of Ellensburg
Washington, USA*



2013-2014 Biennial Budget

*Ted Barkley
City Manager*

*Ade' Ariwoola
Finance Director*

City of Ellensburg, Washington

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January 31, 2013

The Honorable Mayor,
City Council, and
Citizens of Ellensburg, Washington

We are pleased to present to you the 2013-2014 Biennial Budget. This document represents our continued commitment to provide effective fiscal management, professional service delivery, take a long term approach and maintain a high quality of life for our citizens. This budget reflects our financial plan to move us forward toward achieving these goals within the confines of resources available to the City. This document shows the City's allocation of resources to a variety of programs necessary to protect the community, enhance our quality of life, increase economic development efforts, and maintain the City's infrastructure.

This Year's Budget Challenges

The following observations are directly from the Washington State Economic and Revenue Council Forecast dated September 19, 2012, and significantly impact our local thinking for 2013 and beyond:

- Recent developments at the state level have generally been a bit stronger than expected in the June forecast. Employment growth in recent months has slightly outpaced the modest growth we expected in June. Personal income is tracking above our forecast in early 2012 due mainly to very strong wage growth in the first quarter. Housing construction was stronger than expected in the second quarter and Seattle area home prices are now higher than in the previous year. On the downside, the manufacturing expansion is slowing and Washington exports have weakened considerably.
- In the three months since the June forecast was adopted, the Washington economy added 12,700 jobs, 2,100 better than the 10,600 expected in the June forecast. In addition, revisions to previous estimates raised the level of total employment in May 2012 by 4,000. As a result of the historical revisions and slightly stronger than expected growth, total employment is 6,100 (0.2%) higher in August than expected in the June forecast. As expected in the June forecast, manufacturing employment growth remains strong, construction employment growth remains weak, and government employment continues to decline. Our forecast for Washington employment is very similar to the forecast adopted in June. As in June, we expect aerospace employment to peak at the end of this year and begin a gradual decline in mid-2013. Construction employment is expected to remain moderate through the remainder of this year with growth gradually picking up beginning in 2013. Government employment is expected to decline through late 2013 with only modest growth thereafter.
- Our current estimate of Washington personal income for the first quarter of 2012 is \$4.4 billion (1.4%) higher than the June forecast. The upward revision is due mainly to the incorporation of newly available data for the first quarter which showed that wages were stronger than assumed in the June forecast. Wage and salary disbursements were \$3.5 billion higher than assumed in the June forecast. Non-wage income was \$0.9 billion higher than expected mostly due to higher proprietor's income and higher employee benefits.
- The June forecast had assumed some backsliding in housing construction in the second quarter of 2012 after the strong growth in the first quarter but this was not the case. Washington housing permits came in at 28,100 (SAAR) units in the second quarter of 2012 compared to 27,700 in the first quarter and 20,600 in the fourth quarter of 2011. Single-family permits totaled 15,900 in the second quarter while multi-family permits came in at a 12,200 annual rate. These are both stronger than the

June forecast of 13,600 single family and 10,800 multi-family units. The third quarter got off to a strong start as well with 17,200 single-family units, 12,600 multi-family units and 29,800 total units permitted in the month (SAAR). As a result of the recent strength in housing, we have again raised our housing forecast for 2012 and 2013. While both single-family construction and multi-family construction have improved, single-family remains relatively depressed. Multi-family construction, however, is back in the normal range for Washington. We expect housing to continue to recover slowly throughout the forecast.

- According to the S&P/Case-Shiller Home Price Indices, seasonally adjusted Seattle area home prices have risen in each of the last four months and, as of June, are now 1.7% higher than in the previous June. Prior to May and June of this year, Seattle home prices had not registered a year-over-year gain since December 2007. Nationally June home prices were up 0.5% compared to the previous year.
- A sign the manufacturing expansion may be slowing, the Institute for Supply Management's Western Washington index declined to 53.5 in August from 58.8 in July, barely exceeding the critical 50 mark (index values above 50 indicate expansion while values below 50 indicate contraction). The August results were the lowest since September 2009.
- The slowing global economy has put an end to Washington's export boom. Total exports in the second quarter of 2012 were only 7.5% higher than in the previous year compared to 25.2% growth in the first quarter and 32.2% growth in the second quarter of last year. Transportation equipment exports (mostly Boeing planes) were 21.3% higher than in the previous year but exports other than transportation equipment declined 2.8%. This was the first year-over-year decline in non-transportation equipment exports since mid-2009.
- Our September economic forecast for Washington is a bit stronger than the forecast adopted in June. Our new Washington employment growth forecast for 2012 through 2015 averages 2.0% per year compared to 1.7% per year in the June forecast. Our new forecast for personal income growth averages 5.1% per year in 2012 through 2015 compared to 4.8% per year in the June forecast but the increase is due mostly to the higher actual level of personal income in early 2012. This is our first forecast to extend through 2016 and 2017. We expect employment growth to average 1.6% per year in 2016 and 2017 and personal income growth to average 5.0% per year.

It appears that the Ellensburg economy is stabilizing, but there is still much uncertainty in the years ahead. The local economy did grow slowly over the past year, with a modest increase in sales tax revenue over 2011. For the most part, economic activity and city revenues peaked in 2007 and 2008, and have not made any appreciable gains back toward those levels. **As a result, we are forecasting stabilization in revenue at a new lower level. It is not expected that many of our general fund revenue sources will return to 2008 levels for some time, possibly years.** Put another way, the recession may be over, but it will be a long time before sales tax revenues return to 2008 levels.

The City Council, management and staff have been largely proactive in responding to the recession. Spending was controlled early, capital projects rescheduled, cash and fund balances were preserved by borrowing to finance capital and numerous adjustments made to increase efficiency in key areas. Despite a decline in revenues during what has been described as the worst recession since the 1930's, we finished 2011 in fair shape, and have accumulated some reserve funds that we are using to support the 2013 - 2014 budget. The cautionary note here is that, combined with lower revenue forecasts, the availability of reserve funds will not extend appreciably beyond 2013.

Even more than past years we must be cautious as we move ahead. Some of the curtailed spending can be absorbed through increased efficiency with little or no effect on service levels, but over the long term, the focus needs to be on sustainability. Because we do not see the economy recovering quickly, and because there is considerable lag time between the reporting of statistics and the real time effect of changes in revenue, we cannot simply declare the recession over, and resume business as usual.

We are certainly in a trying time, and economies are struggling everywhere. Ellensburg this past year has certainly experienced economic fallout. As a result of the City's organizational and fiscal structure,

some of the good decisions made by the Council and the management in past years, we are not as vulnerable as many cities of our size during this turmoil. The following are some of the challenges:

- **Slow Growth in Sales Tax Revenue.** For the past six months, we have seen moderate growth in our sales tax revenue over 2010 and 2011 (2010 was the lowest in the last five years). We expect to be operating with less sales tax revenue than a few years ago. We do expect our sales tax to continue to grow if one or all of the four projects we are working on break ground in 2013 or 2014. Construction at the University appears to be tailing out and we are waiting for the State's decision on other projects the University is working on. If some of these projects get the green light from the State it will continue to provide healthy growth for our sales tax. Moderate growth in sales of automobiles and related parts and equipment, and CWU construction, represent the two largest components in the growth in sales tax revenue.
- **Almost No Growth in Property Tax.** As a result of very little construction in the non-government sector, there won't be any significant property tax growth from new construction. The City's property valuation is updated every four years and the last valuation was done in 2011 for 2012. Our property valuation went down from \$1,240,861,642 in 2010 to \$1,190,097,922 in 2011 however; we expect the property tax revenue to remain nearly the same as last year. The budget assumes a 1% increase in the property tax levy.
- **Little Net Growth in Utility Tax.** As a result of the significant decline in construction, there will be no significant increase in the number of customers. The year 2010 and the first half of 2011 saw utility sales revenue, and subsequently utility sales tax revenue, fall short of forecasts. This was driven significantly by warmer weather, and more precipitation than normal, resulting in lower utility sales. Electric rates increased in 2011 as a result of an increase in the wholesale purchased power cost, but resulting increases in utility sales tax revenue will be significantly offset by a decline in natural gas wholesale prices and retail rates.
- **Flat Growth in Permit Fees and Construction.** As a result of scheduled governmental construction, we are expecting no growth in revenue compared to last year. CWU is planning to continue construction and remodeling projects on campus in 2013 and 2014. CWU officials remain confident that State funding is still available. Overall revenue will remain low but slightly higher than 2010.
- **Required Fund Balances.** Due to a decrease in revenues and growing expenditures, some of our fund balances are decreasing as well. The good news is that a portion of the fund balance is intended to be used for years like this, and another portion of the balance is intended to be used to manage the cash flow. But there is a limit to how far we can spend down the fund balance without having to resort to short term borrowing to manage cash flow. There is no short term borrowing needed at this time. The General Fund Ending Fund Balance at the end of 2013 is expected to be at about 16%, which is less than the 20% target set by our policy. We will address the 2014 Ending Fund Balance before the end of 2013 in our budget amendment.

Major Items Addressed In This Budget

Despite the difficult economic conditions, this budget addressed a lot of the major issues for our departments and the citizens. The following are some of the issues addressed assuming revenue projections are met:

- All employees will maintain the same hours as 2012, and maintain wages according to their bargaining agreement.
- The non-represented employees will receive 1% market adjustment in 2013 and will receive any step increase they may have earned. (Non-represented employees received a 1% increase in 2012.)
- There will be no increase to City's health insurance premiums in 2013.
- Current levels of service will be maintained.
- The City will still use a portion of its property tax revenues to fund Fire Relief and Pension Fund in 2013 and 2014 by \$141,081.

Several unfunded requests for positions, programs and equipment by department directors are not included in this budget and we plan to explore alternative funding for these items with the Council.

The following are some of the unfunded items:

1	Park Portable fencing	10,000	11	Police auto repair	7,500
2	Pool Storefront window	38,000	12	Library material	5,000
3	Pool Lockers	14,000	13	Auditorium doors	4,000
4	Pool backup pump	18,000	14	Council chamber	60,000
5	ERRC Carpet	7,000	15	IPO Security	16,000
6	Weed Abatement -Street	10,000	16	Council streaming	35,000
7	City Hall Driveway	17,000	17	Council & staff tablets	12,600
8	Art Commission new requests	17,000	18		
9	Municipal Court study	25,000	19		
10	Police Parking lot	7,500	20		
					\$303,600

BUDGET HIGHLIGHTS

Expenditures

Public Works and Energy Services departments include I-Net, gas, electric, water, sewer, stormwater, information services, shop, sidewalk, traffic impact, street, arterial street funds plus engineering in the general fund. Together they account for about 70% of the total proposed 2013 budget. Police and Parks account for about 11% of the total proposed 2013 budget.

The City continues to invest in the security of its citizens, and police operation accounts for more than 8% of the total 2013 budget.

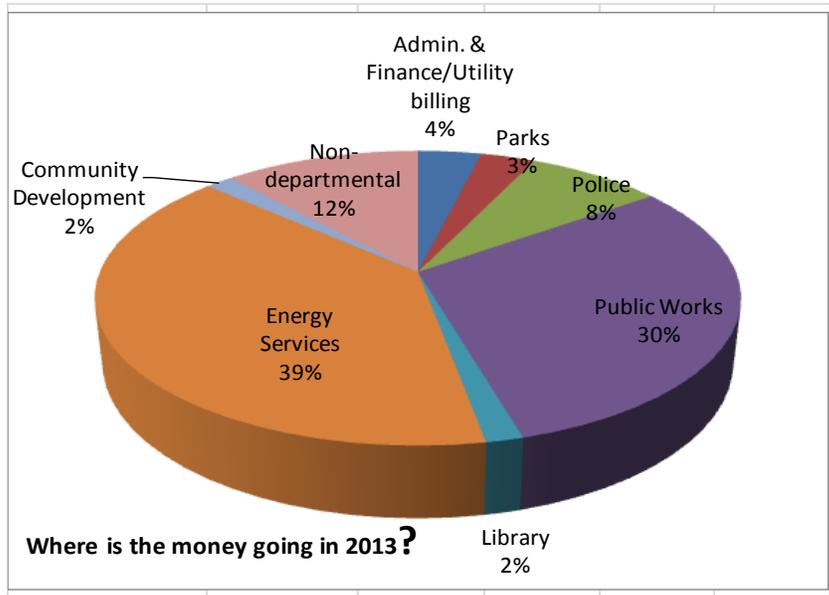
	Budget		Variance	Budget 2014	Variance
	2012	2013			
City					
Administration	0.77	0.77	0.00	0.78	0.01
Finance & Utility Billing	1.51	1.52	0.01	1.54	0.02
Parks	2.13	1.98	-0.15	1.99	0.01
Police	4.87	4.90	0.03	4.91	0.01
Public Works	22.09	18.60	-3.49	16.78	-1.82
Library	0.96	0.97	0.01	0.98	0.01
Energy Services	28.22	24.11	-4.11	25.37	1.26
Community Development	0.90	0.99	0.09	0.75	-0.24
Non-departmental	12.77	7.09	-5.68	7.98	0.89
	\$74.22	\$60.93	-\$13.29	\$61.08	\$0.15

The recreation programs support our quality of life and they account for over 3% of the total 2013 proposed budget. These programs include the after school youth programs, adult activity programs, such as guided tours, computer training, social activities for our senior citizens, and the parks programs that maintain soccer fields, baseball fields, softball fields, water front parks, trails, and the swimming pool.

Community Development programs account for about 2% of the total proposed 2013 budget.

The Sales Tax Fund is included as "Non-Departmental" and it supports the General, Street, Arterial Street, Capital Projects, and debt servicing funds. Changes in sales tax revenues

significantly affect programs in the General Fund, Street Fund, Arterial Street Fund, Debt funds that depend on annual transfers from the Sales Tax Fund. Sales tax revenues have a major impact on the City's general administration, police programs, parks, library, and the maintenance of our streets. "Non-Departmental" includes the Fire Relief & Pension Fund, Risk Management Fund, and debt funds. The Fire Relief and Pension Fund is receiving \$141,081 in property tax in 2013 and 2014, making it the sixth and the seventh year in a row that the property tax will be used to fund pension payments of firefighters who retired from the former Ellensburg Fire Department.



*Note that the total budget amount shown above does not include the ending fund balances.

Available Resources
Revenues

There is a slight increase in the total tax revenue in 2013 due to the 1% property tax increase, and utility tax due to high electric cost in 2013 compared to the 2012 budget. With the completion of the Dolarway project we have less grant revenues in 2013 compared to 2012, therefore we have less Intergovernmental revenues in 2013 than 2012. The Other Financing Sources category will decrease in 2013 as a result of no plans for a bond sale in 2013. This number was large in 2010 through 2012 as a result of bonds that were issued in 2010, and various interfund loans which are not expected in 2013.

	Budget		Variance		Budget	Variance	
	2012	2013	Amount	%		2014	Amount
Taxes	9.95	10.20	0.25	2.51%	9.93	-0.27	-2.65%
License	0.28	0.27	-0.01	-3.57%	0.27	0.00	0.00%
Intergov.	4.70	2.39	-2.31	-49.15%	2.34	-0.05	-2.09%
Charges	34.52	35.00	0.48	1.39%	35.09	0.09	0.26%
Fines	0.08	0.08	0.00	0.00%	0.08	0.00	0.00%
Misc	3.74	3.44	-0.30	-8.02%	3.51	0.07	2.03%
Other Financing Sources	12.52	6.83	-5.69	-45.46%	5.71	-1.13	-16.47%
Total	\$65.79	\$58.21	-\$7.58	-11.53%	\$56.93	-\$1.29	-2.21%

tax due to high electric cost in 2013 compared to the 2012 budget. With the completion of the Dolarway project we have less grant revenues in 2013 compared to 2012, therefore we have less Intergovernmental revenues in 2013 than 2012. The Other Financing Sources category will

decrease in 2013 as a result of no plans for a bond sale in 2013. This number was large in 2010 through 2012 as a result of bonds that were issued in 2010, and various interfund loans which are not expected in 2013.

Charges for services (primarily utilities) continue to be the major source of revenue for the City. The expected decline in natural gas prices and the increase in electric rates, when combined, will produce a slight increase in revenue in 2013.

Acknowledgments

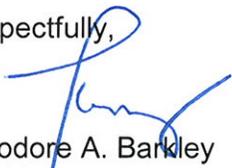
This budget is the financial plan that brings into being all the individual programs and projects envisioned by the City Council that we hope will serve and benefit our community, and carry us forward through uncertain times. Every effort has been made to assure consistency with the leadership direction of the City Council. Our City is blessed to have dedicated Council Members that spend countless hours during the budget meetings and Council retreats.

The Council is supported by a professional staff that brings to bear extensive experience in meeting the needs of the community within the fiscal limitations that we face. We express our sincere appreciation for the teamwork, creativity, and the time spent by the department directors, their assistants, Finance Department staff, and the City Manager's Office staff. A special note of thanks is given to Jerica Pascoe, Senior Accounting Analyst/Budget Officer, who served as the main budget preparer and coordinator.

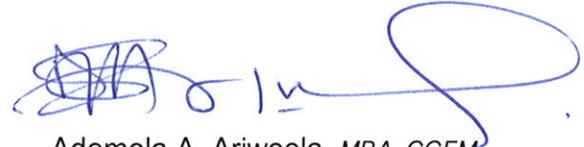
We would like to thank the Mayor and the Council Members for their direction and policy insight, which enables staff to bring forward sound budget proposals and conduct the financial operations of the City in a responsible and progressive manner.

It is an honor to serve the Ellensburg community.

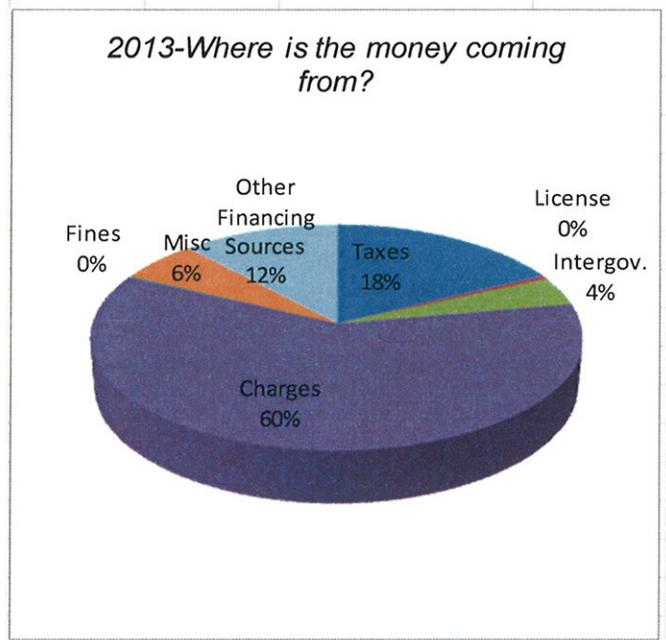
Respectfully,



Theodore A. Barkley
City Manager



Ademola A. Ariwoola, MBA, CGFM
Finance Director



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City Budget Overview

CITY OF ELLENSBURG, WASHINGTON

This part of the Budget Book deals with the historical background of the City, mission, goals, financial policies, and general financial picture of the City.

CITY OF ELLENSBURG, WASHINGTON

Introduction

Historic Ellensburg is located in central Washington, about halfway between Spokane in eastern Washington and Seattle in western Washington on Interstate 90. Citizens and visitors enjoy the four-season weather with easy access to the mountains for snow skiing and hiking, river rafting and fishing on the Yakima River.



Long before Ellensburg existed, the Yakama Indians roamed the Kittitas Valley, enjoying its beauty, bounty, and serenity. Kittitas means "plenty of food" and the Yakama Indians looked to the valley for berries, grains, and game to sustain them through the winter.

Settlers began moving into the valley in the early 1860s, and by the early 1870s, a trading post was established near the present corner of Third and Main Streets. John Shoudy bought the store, known as Robbers' Roost. Along with the 160-acre claim, he plotted the future town site of Ellensburg, named for his wife Mary Ellen. The lovely home John built for Mary Ellen is located at Kittitas and West 5th Avenue.

With the arrival of the Northern Pacific Railroad in 1886, there was speculation that Ellensburg would become the "Pittsburgh of the West" because of readily available sources of iron ore and coal.

Ellensburg was the site of the State Admissions Convention in 1889, called by citizens of the territory for petitioning Congress for statehood. There were high hopes Ellensburg would be named the state capital due to its central location. Plans were even drawn up for the capitol site on the northwest edge of town and a mansion to house the Governor was built across town. That building, known locally as "The Castle" can be seen today at the corner of Third and Chestnut.

Whether it was disaster or politics that changed the course of history is



Courtesy of Douglas MacArthur

CITY OF ELLENSBURG, WASHINGTON

open to debate. On the evening of July 5, 1889, a fire, fanned by Ellensburg's famous northwest wind destroyed most of the business district and many homes. Although the rebuilding of the city began in a matter of days, this time with brick construction, Olympia was chosen as the state capital.



The only major business building to survive the fire was the Lynch Block. It is still alive and well today at the corner of Fifth and Pearl Street, and represents the city rising from the ashes.

Ellensburg was soon chosen as the site for the State Normal School for the preparation of teachers. The original

building, Barge Hall, serves as a familiar landmark on University Way for what became Central Washington University.

Economic Outlook

The City of Ellensburg is home to the Central Washington University with about 10,750 students. The Auto Sales category of the sales tax revenue accounts for a major share of the sales tax revenue and has declined by almost 7% compared to 2008 and 2007. The impact of the decline in the retail sales tax revenue will be felt in 2012 less than in 2010 and 2011 because the sales tax revenue from the construction projects by Central Washington University has moderately picked up. Unlike most communities in the state of Washington the sales tax revenues on construction projects by CWU are reducing the impact of general sales decline on the sales tax revenues.

Ellensburg Community Renewable Park. To help meet the future energy needs of our customers, the City is taking advantage of one of Ellensburg's most abundant energy resources, the sun (over 300 days of sunshine a year) and the wind. Over the past five years people in the community have partnered with the utility to help finance and install over 70KW of polycrystalline and thin-film solar modules. Located on the west edge of West Ellensburg Park, the project is adjacent to Interstate 90. All of the power being produced goes directly onto the City's utility power lines.

This project uses an innovative financing approach that makes it unique among the various renewable energy programs in the Northwest. *People in our community are being asked to partner with the City to help fund the project. In exchange for their financial support, the City will give the contributors a dollar credit on their electric bill for the value of the electricity produced by the solar system. Example:* If a customer's contribution represents 3% of the total funds contributed by utility customers, that customer would receive 3% of the power produced by the solar project - deducted directly off their electric bill.

With the help of a \$600,000 Federal DOE matching grant (matched with dollars contributed by Ellensburg's utility customers), the City of Ellensburg is expanding the project with both state-of-the-art solar modules and small wind systems. An additional (540) 75 watt thin film modules, concentrating and (8) residential size wind turbines ranging in size from 1.2 to 10 KW.

CITY OF ELLENSBURG, WASHINGTON



Thin Film Solar Modules

Six ground-mounted non-tracking solar arrays. Each array includes (90) 75 watt First Solar thin-film modules and 7000 watt Sunny Boy Inverter. The modules are installed south of the two existing thin-film arrays.

Residential Wind Turbines

Eight residential size wind turbines, with towers ranging in height from 40 to 80 ft. will be demonstrating five different vertical and horizontal shafted wind technologies. They are installed on both sides of the pedestrian walkway. Metering installed on each turbine will allow the public to evaluate their performance.

Technology partners such as CWU's Engineering Technology Department assisted the City in establishing communication and data monitoring capabilities at the site. Signage along Interstate 90 and along the pedestrian walkway will provide directions and renewable information.

Phase I of the community solar project (120 solar panels - 36 KW) was completed in November 2006. Since the system was brought on-line, it has produced over 104,000 kWh's- enough power to meet the needs of 12 homes and avoid over 149,000 pounds of carbon emissions from fossil fuels that would be needed to generate the same amount of power.

Phase II (72 additional panels – 21 KW) was added in 2009. Funding for the expansion came from a renewable energy grant of \$120,000 that Central Washington University received in April of 2008 from the State of Washington, Office of Financial Management, and the City's Conservation & Renewable Program. The project went out to bid in September 2008, and when completed the electrical power generated by the panels (about 31,000 KW hours/year) will be credited back to the University on their utility bill.

Phase III of the community solar project was completed in December 2009. The \$32,400 in contributions funded a total array of 24 solar panels. The electrical power generated from the panels is returned to the contributors in the form of a cash solar credit on their utility bill over the next 20 years.

CITY OF ELLENSBURG, WASHINGTON



Phase IV began in spring of 2010. Ellensburg was awarded a \$600,000 Federal Department of Ecology grant in the winter of 2009 that helped cover fifty percent of the cost to expand the solar system and to install eight residential wind turbines ranging in size from 1.2 to 10 KW. Ellensburg's customers will be given the same opportunities to financially contribute to the wind project. In return for their contributions, utility customers will receive the power output from the wind turbines for a period of ten years.

The Ellensburg Community Renewable Park is one of several renewable energy initiatives in the valley. Others include Puget Sound Energy's Wild Horse wind and solar project, and Dr. Steve Verhey, a former Central Washington University professor who is produces locally manufactured biodiesel fuel, produced from Washington based products only.

For additional information on the City of Ellensburg Renewable Energy Program, contact the program manager Gary Nystedt at (509) 962-7245.

Cultural Activities.

Ellensburg is the home to the famous "Ellensburg Rodeo". The event is on Labor Day weekend of every year. This is where the old west really comes alive. The third full weekend in May is the "Western Art Show", and for the music lovers "Jazz in the Valley" is a three-day music extravaganza during the last weekend of July. The Yakima River is also an ideal place for fly-fishing for trout, or just a place to get some peace and quiet on the water. Farmers Market provides the best vegetables and garden products our rich soil has to offer. Ellensburg's greatest asset is its people who love their community and their dedication to keeping it a great place.



Courtesy of Douglas MacArthur

The City, because of its location, receives an average of 300 days of sunshine per year. This makes it an ideal place for summer sports like soccer, biking, hiking, or just soaking in the sun. It is also close to winter sport recreational areas like Mission Ridge in Wenatchee, and Snoqualmie Pass on I-90 for downhill skiing. The various federal forestlands around the area are also ideal for snowmobiling or cross-country skiing.

CITY OF ELLENSBURG, WASHINGTON

The following is a summary of the 2013/2014 Community Calendar:

<u>Event</u>	<u>Dates</u>
Western Art Show (Display & Sale of Western Art)	May 17 – May 19, 2013 May 16 – May 18, 2014
Jazz in the Valley (Music extravaganza)	July 26 – July 28, 2013 July 25 – July 27, 2014
Kittitas County Fair/Ellensburg Rodeo	August 29 – September 2, 2013 August 28 – September 1, 2014

Awards

Tree City USA Award: The City of Ellensburg holds the longest running “Tree City USA” award of any city in Washington State. It is also the first city in the State of Washington to receive the “Tree City USA” honor. The City of Ellensburg has received the award every year for the past 29 years. The Tree City USA Award is provided by the National Arbor Day Foundation, in cooperation with the National Association of State Foresters and the USDA Forest Service, to recognize the following:

- establishment of a community forestry program that is supported by an annual budget of at least \$2.00 per capita,
- issuance of a tree care ordinance that designates the establishment of a tree board or department and charge the department with the responsibility of writing and implementing an annual community forestry work plan, and
- issuance of an Arbor Day proclamation.

Distinguished Budget Presentation Award: For the first time in its history, the City of Ellensburg received the prestigious award from Government Finance Officers Association of the United States and Canada (GFOA) for its 2010 budget presentation and has since received the same award for its 2011 and 2012 budget presentations, making it three years in a row. The award represents a significant achievement by the City of Ellensburg. It reflects the commitment of the Council and the staff to meeting the highest principles of governmental budgeting. In order to receive the budget award, the entity had to satisfy nationally recognized guidelines for an effective budget presentation. These guidelines are designed to assess how well an entity’s budget serves as:

- a policy document
- financial plan
- an operations guide
- a communications device

Budget documents must be rated “proficient” in all four categories, and the fourteen mandatory criteria within those categories, to receive the award.

The City hopes to submit its 2013-2014 Biennial Budget for the GFOA review.

Certificate of Achievement for Excellence in Financial Reporting Program (CAFR): For the first time in the City’s history, the City of Ellensburg received Certificate of Achievement for Excellence in Financial Reporting from Government Finance Officers Associations of United States and Canada (GFOA) on its 2010 financial report and for our 2011 financial report as well. GFOA will notify the City before the end of the year whether our 2012 report meets the strict requirements of the award.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Ellensburg
Washington**

For the Fiscal Year Beginning

January 1, 2012

Christopher P. Morill

President

Jeffrey R. Egan

Executive Director

CITY OF ELLENSBURG, WASHINGTON

Education

Ellensburg School District

The Ellensburg School District's 2,950 students attend Valley View, Mount Stuart, and Lincoln Elementary Schools (K-5); Morgan Middle School (6-8); Excel High School program (9-12); Ellensburg High School (9-12) and the Parent Partner Program (1-12).

A five-member elected Board of Directors represent the district. They set major policies, hire the superintendent and determine major goals for the district while holding the superintendent and staff accountable for reaching them.

Dr. Paul Farris, Superintendent, manages the district which is charged with carrying out the district's goals. Dr. Farris is supported by an administrative staff that includes 5 principals, 2 vice-principals, and directors of: Teaching and Learning, Business and Fiscal Services, Special Education, Technology, Career and Technical Education, Athletics, Food Services, Transportation, Maintenance/Operations, and Community Schools.

The district has a strong tradition of providing a solid educational program that prepares students for adult

<u>Teacher Information</u>	<u>District</u>	<u>State</u>
1 Average Years of Teacher Experience	15.20	12.40
2 % of teachers with at least a Master's Degree	69.60%	65.60%
3 Total # of teachers who teach core academic classes	136	50,095
5 % of teachers teaching with an emergency certificate	0.0%	0.0%
6 % of teachers teaching with conditional certificate	0.0%	0.0%
7 % of classes taught by teachers meeting NCLB HQ	96.4%	94.6%

life. The 161 certified teachers and 180 classified employees are committed to the education of Ellensburg's youth. The outstanding basic education offerings of the district are augmented by a Career and Technical Education (CTE) program, alternative

program, strong remediation programs, a highly capable program, and an outstanding special services department.

Ellensburg School District also offers a full range of co-curricular programs including athletics, music, drama, and academic competitions. The Ellensburg community has demonstrated strong support for its schools through the regular passage of maintenance and operation levies and approval of bond measures to support excellent educational facilities.

Ellensburg School District is supported by outstanding parent groups, an Education Foundation, and an exemplary community.

There are three elementary schools in Ellensburg with total enrollment of 1,310 students, an average daily attendance of 96.4% with a 5.8% withdrawal rate in the 2011-2012 school year.

The City of Ellensburg has one middle school that serves all the three elementary schools and the surrounding area with an enrollment of 719 students and average attendance of 93.6%. Morgan Middle School serves students in the 6th, 7th, and 8th grade.

There is one high school with a total 9-12 enrollment of 868, with an average daily attendance of 94.8% percent. The high school dropout rate

<u>WASL Data</u>		
	<u>District</u>	<u>State</u>
Reading		
4th Grade	70.1%	71.5%
7th Grade	73.2%	71.3%
10th Grade	87.5%	81.3%
Math		
4th Grade	63.6%	59.4%
7th Grade	55.0%	59.2%
10-12th Yr 1	74.8%	71.1%
10-12th Yr 2	81.5%	79.1%
Writing		
4th Grade	55.5%	61.4%
7th Grade	75.8%	71.0%
10th Grade	88.4%	85.4%
Science		
5th Grade	77.6%	66.3%
8th Grade	78.6%	66.4%
10th Grade	61.8%	64.3%

CITY OF ELLENSBURG, WASHINGTON

in 2011-2012 was 4 percent.

There is an Excel High School program with a total 9-12 enrollment of 35 students with an average daily attendance of 85%. The Excel Program is housed on the CWU Campus and serves students who benefit from a smaller school setting.

The Parent Partner Program is an Alternative Learning Program that serves 18 home-schooled families. Students in grades 1-12 are served through this program. The PPP program is housed off campus.

Post-Secondary Education

Ellensburg is also the home of the Central Washington University with a student population of about 10,750. Over 8,000 of the students attend the Ellensburg campus, while the remainders attend the other satellite campuses across the State. About 3,100 students are on-campus residents.

Central Washington University (CWU) celebrated its 120-year presence in the community in 2011. From its beginning as a state normal school to prepare public school teachers, CWU has grown to an institution that serves over 10,750 resident and commuter students on the Ellensburg campus, and at extended degree centers in Yakima, Kent, Lynnwood, Des Moines, Moses Lake, Pierce County, and Wenatchee.

One of the state's three comprehensive regional universities, CWU prepares students for bachelor and master degrees in arts, sciences, business and economics, and professional studies. CWU's continuing education department works with area businesses, schools, and interest groups to design

State-Funded Student Enrollments		
	Fall Quarter	Annual Average
Headcounts 2000/2001	8,050.00	7,766.00
Headcounts 2011/2012	10,750.00	9,800.70
Growth	2,700.00	2,034.70
Growth %	33.54%	26.20%



Courtesy of Central Washington University

workshops.

Many of the high school students who attend one of the competitions for music, academics, or sports camps throughout the year choose to return to Central Washington University for their college education.

CWU music, art, and drama departments provide a rich variety of entertainment throughout the year. The department features nationally recognized speakers on thought-provoking topics at its activities and events which are also available to the entire community.

Around 2,500 students graduate from CWU every year in more than 150 majors. An average class size is about 25 students with a 50.5/49.5 male/female ratio.

CITY OF ELLENSBURG, WASHINGTON

Other Information:

Form of Government: Council/Manager

Date Incorporated: November 26, 1883

Area: 7.00 Square miles

Population (2010 census): 18,320

Governing Body: City Council
The seven council members are elected in non-partisan, at-large elections to four-year overlapping terms. The City Council elects a Mayor and the Mayor Pro-Tem from its members to serve a two-year term.

City Services: Full service including police, street maintenance, library services, planning & zoning, electric, gas, stormwater, water, wastewater collection & treatment, animal control, and parks & recreation.

Services Provided to Areas Outside City: Animal control & shelter, electric, gas, stormwater, water, wastewater collection & treatment, library, and parks & recreation.

Police Protection: One Station
31 full-time Officers (29 full & 2 limited commissioned)
8 patrol vehicles
591 citizens per officer

Number of Parks: 18 developed parks of over 250 acres
73 citizens per acre

Public Works 70 centerlane miles paved streets
67,398 feet of Sidewalks

Election Data:

	# of Registered Voters					Voter turnout					Percent				
	2008	2009	2010	2011	2012	2008	2009	2010	2011	2012	2008	2009	2010	2011	2012
Primary Election	6,119	7,014	6,394	6,306	6,570	2,918	1,884	2,766	1,818	2,704	47.69%	26.86%	43.26%	28.83%	41.16%
General Election	6,943	6,465	6,407	6,268	7,486	6,003	3,074	4,504	3,260	6,082	86.46%	47.55%	70.30%	52.01%	81.24%

Due to the general interest in the presidential elections, the voter turnout is often higher in the presidential elections than the other elections.

* Information provided by the County Auditor

Library Service: 1 main building
95,818 materials
12,350 Sq Ft
335 children programs
390 adult programs and classes
Open 52 hours a week

CITY OF ELLENSBURG, WASHINGTON

City Government Organization

Structure: The City of Ellensburg, incorporated on November 26, 1883, is a Council/City Manager form of government.

Ordinances enacted by the City Council govern the City. The Council may change an ordinance at any time or the voters of the City of Ellensburg can initiate an ordinance change. Generally, the city ordinances become effective 5 days after the day they are passed, adopted, and published.

The City Council is composed of seven council members elected to four-year terms on a non-partisan ballot. The Council's authority extends over all the City's powers and sets the policies by which the City serves its citizens. The Council takes official action at regular Council meetings, which are open to the public. The Mayor may call a special meeting, if the public is given a 24-hour notice. The Council elects a Mayor among its members for a term of two years, selects a City Manager to serve as the chief administrative officer of the city, and appoints citizens to serve on various advisory boards established by the Council.

The Mayor is the formal representative of the City, and presides over Council meetings.

The City Manager is responsible for the general management of the business operations of the City of Ellensburg that includes the appointment and supervision of staff, enforcement of the City Code, presentation of the City's annual budget, and the coordination of the issues that come before the Council. As the chief administrator, the City Manager has no vote in the Council, but may take part in discussions of matters before the Council.

The City Council appoints several citizens to serve on its advisory boards and commissions. The following is information on some of the commissions:

Arts Commission

The Arts Commission was created to advise Council on matters concerning performing and visual arts; encourage and promote art activities of individuals, organizations and government agencies in the city; and formulate and recommend to Council an arts advancement program for the City. Seven members (not required to be city residents).

Meetings: Second Thursday of each month
Time & Place: 5:30 p.m., Council Chambers, 501 North Anderson Street
Staff Contact: Debby DeSoer, (509) 962-7252
Authority: Chapter 1.33 of the City Code

Board of Adjustment

The Board of Adjustment has the power and duty to hear and decide variance appeals in accordance with the procedures set out in the Ellensburg City Code. Appeals of the Board's decisions shall be heard in a court of law. Five members (not required to be city residents).

Time & Place: Council Chambers, 501 North Anderson Street
Staff Contact: Lance Bailey, (509) 962-7108
Authority: Chapter 13.58 of the City Code
Meetings: At the call of the Chair

CITY OF ELLENSBURG, WASHINGTON

Building Appeals Board

The Building Appeals Board hears appeals of decisions or interpretations of the building official concerning alternate materials and types of construction as required in the International Building Code adopted by the city, and provides for reasonable interpretations of the provisions of the code. The Board may recommend to Council such new legislation as is consistent with its interpretations. Five members (not required to be city residents).

Meetings: At the call of the Chair
Time & Place: Council Chambers, 501 North Anderson Street
Staff Contact: Dan Davis, (509) 962-7239
Authority: Chapter 3.2 of the City Code

Ellensburg Business Development Board

The Ellensburg Business Development Group of Kittitas County Authority Board (formerly the Phoenix Development Authority Board) governs the affairs and manages the assets of the Phoenix Development Authority. Nine members (not required to be city residents)

Meetings: Third Tuesday of each month
Time & Place: 5:30 p.m., EDG of Kittitas County, 609 N. Main Avenue
Staff Contact: Ron Cridlebaugh, (509) 962-7244
Authority: Chapter 1.62.16 City Code

Cable Television Commission

The Cable TV Commission was created to advise Council in matters relating to the cable TV franchise; establish policy guidelines for the programming content of the community access channel; and to prepare annual reports. It is to conduct regular interviews and maintain contact with Central Washington University's administration regarding operation of the community access channel and the administration of the City's interlocal agreement for the operation of that channel. Five members (3 members must be city residents).

Meetings: Third Wednesday of each month
Time & Place: 7 p.m., Council Conference Room, 501 North Anderson Street
Staff Contact: Beth Leader, (509) 962-7124
Authority: Chapter 1.52 of the City Code

Civil Service Commission

Civil Service Commission members are appointed by the City Manager. Applicants must be city residents for at least three years preceding appointment. Commission duties include making rules and regulations regarding the manner in which police examinations may be held and in which appointments, promotions, transfers, reinstatements, demotions, suspensions and discharges shall be made; hearing and determining appeals or complaints regarding the administrative work of the personnel department, appeals of the allocation of positions, the rejection of the examination, and other such matters as may be referred; providing for, formulating and holding competitive tests to determine the relative qualifications of persons seeking appointment; and establishing and maintaining eligibility lists for various classes of positions. Three members (required to be city residents, governed by RCW 41.12.030)

Meetings: First Tuesday of each month
Time & Place: 4:00 p.m., Council Conference Room, 501 N. Anderson Street
Staff Contact: Cindy Smith, Chief Examiner, (509) 962-7222
Authority: Chapter 1.28 of the City Code

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Environmental Commission

The Environmental Commission was created to advise Council on environmental matters with the mission of maintaining and enhancing the uniquely livable and sustainable environment enjoyed by city residents. The commission has 9 members, 3 members may be non-residents, and 2 members may be under 18 years of age. President of the Ellensburg Environmental Club is an ex-officio member.

Meetings: Third Wednesday of each month
Time & Place: 5:15 p.m., Council Conference Room, 501 North Anderson Street
Staff Contact: Shannon Johnson, (509) 962-7231
Authority: Chapter 1.60 of the City Code

Finance/ Budget Advisory Committee

The Finance/Budget Advisory Committee was created for the purpose of providing an avenue for the Council to have detailed involvement in the finance and budget administration of the City. The committee consists of 4 members (2 Council members, City Manager, and Finance Director.)

Meetings: Second Wednesday of each month (as needed)
Time & Place: 4:00 p.m., Council Conference Room, 501 North Anderson Street
Staff Contact: Ade' Ariwoola, (509) 962-7205
Authority: Chapter 2.20.080 of the City Code

Landmarks and Design Commission

The role of the Landmarks and Design Commission is to identify, evaluate, designate, protect, enhance and perpetuate historic places within the City of Ellensburg; perform design review of all new commercial, industrial and multi-family construction projects and associated landscape and parking plans within the City of Ellensburg. Seven members (Majority of members (4) must be city residents. Board shall include: 2 property owners within the Downtown or Residential Historic Districts, 3 professionals, and 1 member at-large.)

Meetings: First & third Tuesdays of each month
Time & Place: 7 p.m., Council Conference Room, 501 North Anderson Street
Staff Contact: Dan Valoff, (509) 925-8608
Authority: Chapter 1.45.08.12 of the City Code

Library Board

Library Board members are appointed by the City Manager. The Board provides citizen input to the City Manager, City Council, and the Library Director. The Board considers and recommends policy to govern operations and programs of the library. It gives recommendations on Director appointment, participates in efforts to secure library funds, advises the Director during budget preparations, assists the Director in developing policies including collection development, and supports and participates in public relations and marketing programs. Five-Seven members (majority of members must be city residents).

Meetings: Second Tuesday of each month
Time & Place: 7 p.m., Ellensburg Public Library, 209 North Ruby Street
Staff Contact: Debby DeSoer, (509) 962-7252
Authority: City Ordinance No. 3937

CITY OF ELLENSBURG, WASHINGTON

Lodging Tax Advisory Committee

The Lodging Tax Advisory Committee reviews proposed changes to the lodging tax rate, exemptions and use. Tax proceeds may be used for tourism promotion, the acquisition and operation of tourism-related facilities, and other uses as authorized by state law. Five members (2 members must be from the lodging industry, 2 from organizations involving activities authorized to receive tax proceeds, and 1 council member).

Meetings: First Wednesday of each month
Time & Place: 3:00 p.m., Council Chambers, 501 North Anderson Street
Staff Contact: Beth Leader, (509) 962-7124
Authority: City Ordinance No. 4111

Parks & Recreation Commission

The role of the Parks & Recreation Commission is to make recommendations to Council pertaining to recreation programs and parks development and operation, encourage and promote all forms of recreation programs and activities that employ residents' leisure time in a constructive and wholesome manner, and periodically review and make recommendations for revisions to the Parks and Recreation Comprehensive Plan. The commission has 7 members (4 members must be city residents).

Meetings: Second Wednesday of each month
Time & Place: 5:30 p.m., Council Conference Room, 501 N. Anderson Street
Staff Contact: Brad Case, (509) 925-8639
Authority: Chapter 1.16 of the City Code

Planning Commission

The Planning Commission reviews and makes recommendations to Council pertaining to the long-term Comprehensive Land Use Plan and the zoning ordinance. It conducts hearings and makes decisions and/or recommendations on a variety of land-use applications including permits, conditional uses, annexations, rezones and subdivisions, and hears appeals of administrative decisions related to zoning. The commission has 7 members, at least five members must be city residents, and all members must live in Kittitas County.

Meetings: Second Thursday of each month
Time & Place: 5:30 p.m., Council Chambers, 501 North Anderson Street
Staff Contact: Lance Bailey, (509) 962-7108
Authority: Chapter 1.14 of the City Code

Senior Citizens Advisory Commission

The Senior Citizens Advisory Commission makes recommendations to Council on matters pertaining to senior citizen participation in programs and use of facilities provided by the City. The Commission encourages and promotes activities to meet the needs of seniors as well as formulating and articulating to Council the long-term needs and goals of senior citizens. The Commission has 7 members, members must be at least 55 years of age and the Commission includes representatives of agencies or organizations interested primarily in senior citizens issues.

Meetings: Second Tuesday of each month
Time & Place: 1:00 p.m., Adult Activity Center, 506 South Pine Street
Staff Contact: Katrina Douglas, (509) 962-7242
Authority: Chapter 1.48 of the City Code

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Utility Advisory Committee

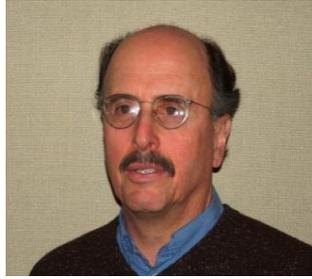
The Utility Advisory Committee was created to provide a mechanism for the City Council to obtain benefits of recommendations, advice, and opinions on those matters affecting City's energy policy and operations. The Committee may devote the resources necessary for careful consideration of such matters and which will increase citizen participation and input to local government. The 5 members include 2 Council members, 1 CWU representative and 2 members at large.

Meetings: Second Tuesday of each month
Time & Place: 6:00 p.m. Council Conference Room, 501 North Anderson Street
Staff Contact: Larry Dunbar, (509) 962-7226
Authority: Chapter 1.50 of the City Code

For additional information on the commissions and the advisory boards, contact the City Manager's Office at (509) 962-7221.

CITY OF ELLENSBURG, WASHINGTON

CITY COUNCIL



Bruce Tabb, Mayor
Term Expires: December 31, 2015



Jill Scheffer
Term Expires: 12/31/15



Tony Aronica
Term Expires: 12/31/15



Rich Elliott
Term Expires: 12/31/13



Nancy Lillquist
Term Expires: 12/31/13



Mary Morgan
Term Expires: 12/31/13



David Miller
Term Expires: 12/31/15

As of December 31, 2012

CITY OF ELLENSBURG, WASHINGTON

Vision and Purpose

The City of Ellensburg is committed to providing the citizens of Ellensburg with government services in the most efficient and effective way.

We are dedicated and committed to providing QUALITY SERVICE within the fiscal constraints of our city. We take pride in the history and heritage of our community and are very excited about its future.

Recommended Goals for the City of Ellensburg

Budget preparation allows the City the opportunity to reassess goals and objectives and the means for accomplishing them. The budget document is the method of presenting, in financial terms, the overall plan for the 2013/2014 fiscal years. This plan sets the direction of activity for the various departments during the year.

The Mayor and City Council goals are listed below. These goals set the overall direction for the City and focus on program development rather than provide a comprehensive list of ongoing City programs. It is intended that the ongoing programs be continued at a high level of quality.

Vision Statement

To enhance the quality of life of the citizens of the City of Ellensburg. We envision a city that protects its citizens and provides services for their well-being at a reasonable and equitable cost; that promotes a healthy economy and responsible stewardship of our natural beauty; that respects and encourages diversity; and that engages our citizens as partners in making the City of Ellensburg a great place to live, work and play.

GOAL: FINANCIAL STABILITY

Provide consistent and quality municipal services through adequate utilization, and development of appropriate financial resources that maximize return on investment, and leverage outside and local resources in an equitable and fair manner to the local taxpayers.

Objectives

- Update and improve long-range financial projections, data analysis, and trend profiles to facilitate strategic forecasting.
- Balance the need for increased tax, fee, and utility rates with review of staff effectiveness, ratio and efficient operations to maximize the benefits to the citizens per dollar spent.
- Diversify revenue sources to the greatest extent possible by pursuing outside grants, loans, and funding partnerships whenever feasible.
- Resolve litigation and minimize financial impact on the City through a proactive risk management strategy.
- Increase efficiencies through support efforts to decrease the negative impacts of state imposed mandates and program responsibilities.
- Review privatization, technology enhancements, and other effective cost-saving methods to provide quality municipal services.

GOAL: INTERGOVERNMENTAL RELATIONS

Promote communications, legislative influence, and agency cooperation with other public entities in Kittitas County, as well as State, and Federal agencies that impact our community and environment.

CITY OF ELLENSBURG, WASHINGTON

Objectives

- Work with other public agencies and their staffs in a productive, professional, and participatory way that enables cooperation, better fiscal management, economy of scale, and effective results that will positively impact our community.
- Coordinate major capital projects, financial resources, and strategic goals to promote a commonly shared vision for future benefits to our community and region.
- Strengthen partnerships and communications through joint strategy and planning sessions with other local agencies and community stakeholders.

GOAL: QUALITY MUNICIPAL SERVICES

Organize, coordinate and provide municipal services that meet the needs of our citizens, and improve the quality of life of our citizens by effectively utilizing available resources.

Objectives

- Assure that community support services are provided, within available resources to aid those segments of our community most in need such as the elderly, disabled, children, and others needing assistance.
- Strategically plan municipal services to maximize their efficiency and effectiveness.
- Update, modify, and enforce local regulations and codes which reduce nuisances, improve permit processing, and orient regulations in a more user-friendly and proactive direction.
- Protect and preserve the community's quality of life through public safety services conducted with the highest level of professionalism and integrity.
- Assure that the community is served by safe and effective utility and transportation infrastructure.
- Provide programs, facilities, and services that enhance recreational, cultural, and social opportunities for enjoyment by the community.
- Establish a regular maintenance and replacement program for City facilities.

GOAL: EMPLOYEE EXCELLENCE

Develop policies that enhance the work environment, stimulate employee performance, and promote good customer service to assure the provision of quality municipal services and prepare our employees for the future challenges in municipal government.

Objectives

- Provide leadership training and development for employees to assure that the City hires and retains the best work force possible.
- Incorporate Customer Commitment and Employee Values into the workplace.
- Integrate employees and work divisions with cohesive teamwork and organization.
- Emphasize service to the customer with a **"can-do"** attitude that concentrates efforts toward proactive results.
- Develop employee training to provide a viable succession strategy for our leadership positions.

GOAL: COMMUNITY DEVELOPMENT

Develop policies and promote implementation measures that enact our Comprehensive Plan, preserve the character of our community, and provide the necessary public facilities and infrastructure consistent with our vision for the future.

CITY OF ELLENSBURG, WASHINGTON

Objectives

- Maintain, replace, expand, and improve necessary public facilities and infrastructure to serve and protect the community’s needs within available resources of the Capital Facilities Plan.
- Update and prepare comprehensive plans and strategies to guide our future capacity, quality, design, and capitalization of public facilities and infrastructure.
- Comply with government regulations and goals that impact our provision and operation of public utilities.
- Develop a property management plan for all land and facilities that provides an inventory and information suitable for proactive decision-making.
- Evaluate the options and impacts of expanding the UGA and corresponding annexation plan.
- Promote citizen and business involvement and responsibility in neighborhood maintenance, safety, and improvement programs.

GOAL: ECONOMIC DEVELOPMENT

Stimulate the community’s economy through a combination of policies and programs which diversify the economic base, support the community and resource-based activities, provide adequate infrastructure and support, promote the opportunities for high technology and innovative applications for our business and industrial base, and establish the community’s prominence as a service and activity center of Kittitas County.

Objectives

- Recommend and implement economic development strategies and projects, as well as informational reports on local economic activity.
- Support efforts of Ellensburg Business Development Authority, Ellensburg Downtown Association, Chamber of Commerce, and other community agencies to create a positive business climate that stimulates private investment.
- Revitalize the downtown core and create an economic partnership with local business that encourages economic vitality, encourages pedestrian interaction, and incorporates the objectives of the “Main Street” model.
- Explore opportunities to support and promote the economic diversification of our community, especially in the areas of advanced technology, agriculture, telecommunications, and other potential businesses that can expand our local economy.
- Promote participation in public/private partnerships in order to leverage opportunities for outside capital investment, consolidate resources, and seek financing that are sound and creative.
- Regularly meet and visit with community businesses.

GOAL: COMMUNITY LIVABILITY

Protect, preserve, and enhance the quality of living within our community, which fosters a commitment toward excellence in environmental, cultural, social, and physical recreations to our citizens.

Objectives

- Promote responsible efforts of stormwater, transportation management, parks and recreation programs that preserve, protect, and balance our community’s livability with our natural environment while stimulating economic activity and family wage jobs.
- Research and adopt as necessary new ordinances that improve community aesthetics and welfare through responsible enforcement and regulations as well as incentives and heightened community awareness.
- Acknowledge citizens and businesses for civic contributions, community improvements, and public service in all forms of community participation.

CITY OF ELLENSBURG, WASHINGTON

GOAL: COMMUNITY RELATIONS

Enhance citizen - government communication in order to promote a more responsive and accountable municipal organization, which functions with understanding and support for its constituency.

Objectives

- Encourage community participation and interaction in local government affairs.
- Develop performance measures to gauge the effectiveness of municipal services and customer satisfaction.
- Utilize technology to improve informational exchange and communications between the City and our customers.

City Services. The City of Ellensburg provides a wide range of services to its citizens. In the 2012 budget, City services are grouped into the following broad service areas:

- **Public Safety Services** includes police patrol, investigation services, code enforcement, and animal control services. The City also provides social services through partnerships with other public and private non-profit agencies.
- **Transportation (Public Works)** includes acquisition, development, and maintenance of streets, sidewalks, and bridges. These services also include purchase and maintenance of city equipment and vehicles used in the construction and maintenance of the city's streets and bridges.
- **Culture and Recreation Services** include City of Ellensburg Library, operation of several acres of parks and recreational facilities, and Hal Holmes Community Center.
- **Planning and Community Development Services** include the developing and administration of zoning regulations, land use regulation and enforcement, and issuance of building permits.
- **Utility Services** include delivery of gas, water, electricity, sewer, and stormwater services to the City's residents. The City owns, operates, and maintains its distribution system of its gas, electric, water, and sewer throughout the City of Ellensburg.
- **Central Business Services** include the Council support, human resources, financial services, information technology, and equipment rental. Although all the services are primarily internal to the organization, they enable the City to provide services to the community in an efficient manner.

This budget document provides two views of the Operating Budget. The *services view* presents the City's operating budget by service delivery. This view includes descriptions of proposed changes to current service level, and service system measures and strategies to improve the service. The service view budget approach attempts to answer some of the following questions: "how much does it cost to provide a particular service, how will the service change in the coming year, how well does the service perform its mission?"

The *department view* presents the budget for each department and division and includes organization charts and a description of department functions. The department view attempts to answer some of the following questions: "how is the city organized to deliver services, and what appropriation is budgeted for each major organizational unit?"

CITY OF ELLENSBURG, WASHINGTON



ADMINISTRATIVE STAFF

Ted Barkley, City Manager



Jim Pidduck
Attorney



Mike Smith
Director of Community Development



Larry Dunbar
Director of Energy Services



Ade' Ariwoola
Director of Finance



Cindy Smith
Director of Human Resources



Debby DeSoer
Director of Library



Brad Case
Director of Parks and Recreation



John Akers
Director of Public Works

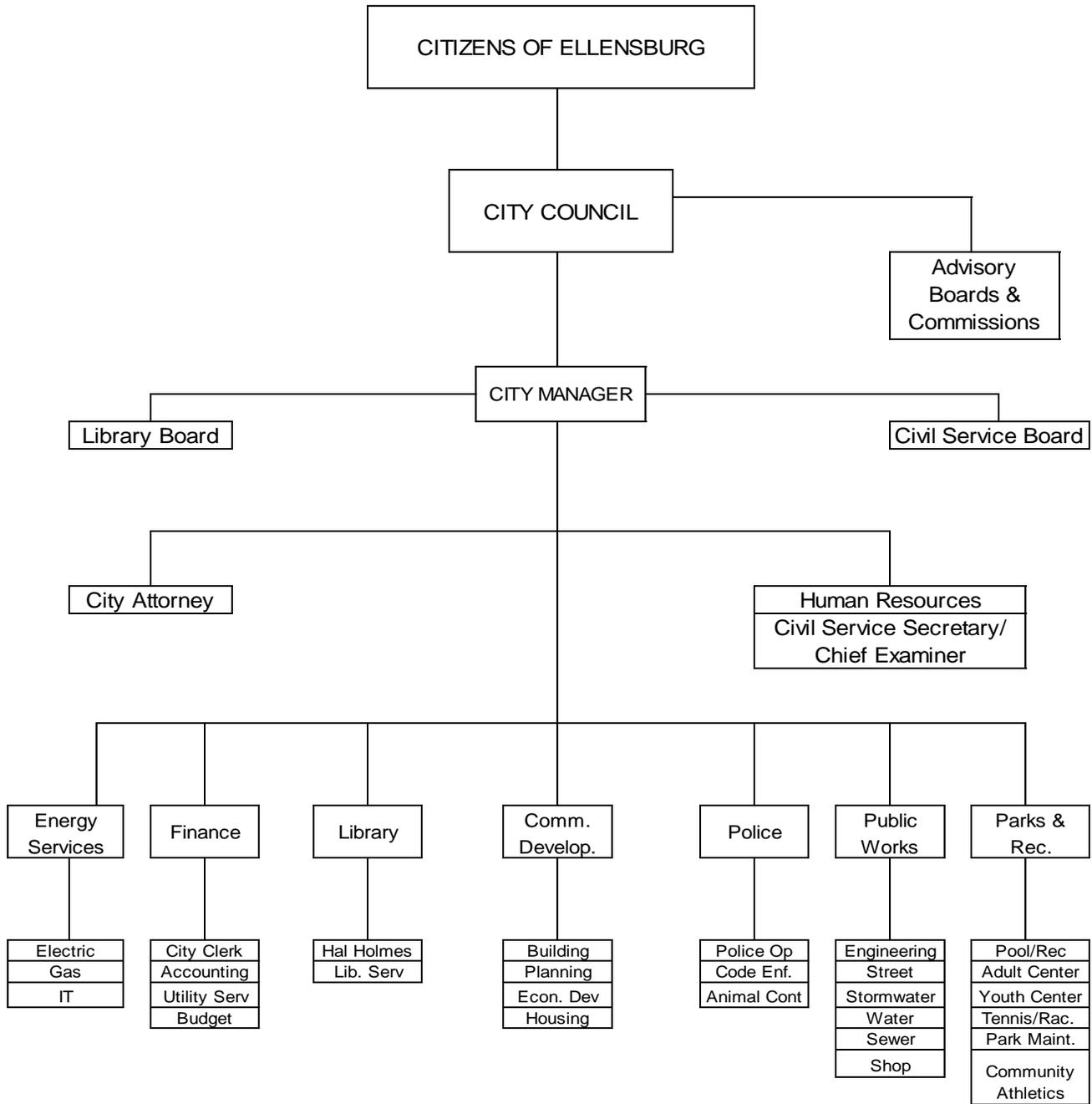


Dale Miller
Police Chief

As of December 31, 2012

CITY OF ELLENSBURG, WASHINGTON

City of Ellensburg



*Fire services are provided by the Kittitas County Fire District and are not part of the City of Ellensburg.

BUDGET PROCESS OVERVIEW

The 2013-2014 Biennial Budget is a policy document, an operations guide, a financial plan, and a communications device. It includes the financial planning and legal authority to obligate public funds. This section provides background information about the City of Ellensburg to help the reader obtain a better understanding of the budget and the budget process.

About the Budget and the Budget Process

The 2013-2014 Biennial Budget is presented as a policy document, an operations guide, a financial plan, and a communications device. An adequate budget document must answer ***what***, ***why***, and ***how*** questions. This document is attempting to do just that.

What?

The budget includes the financial planning and legal authority to obligate public funds. Additionally, the budget provides significant policy direction by the City Council to the staff and the community. As a result, the City Council, staff, and public are involved in establishing the budget for the City of Ellensburg.

The budget provides four functions:

1. A Policy Document

The budget functions as a policy document because decisions made within the budget will “reflect the general principles or plans that guide the actions taken for the future.” As a policy document, the budget makes specific attempts to link desired goals and policy direction to the actual day-to-day activities and expenditures of the City staff.



2. An Operational Tool

The budget of the City reflects its operation. Activities of each city function and organization have been planned, debated, formalized, and described in the following sections. This process will help to maintain an understanding of the various operations of the City, how they relate to each other, and attain the policy issues and goals of the City Council. In this effort, the budget addresses areas that may not be traditional budget document topics but inclusion of the topics make the activities of the City more understandable.

These include current and future debt management, staffing levels, long-range planning, capital spending plans, and the tax base and its relationship to the provision of services. A statistical section is added to provide additional information. The City’s long-range plan will affect the future capital spending, staff level, and debt plan of the City.

3. A Link With the General Public

The budget provides a unique opportunity to allow and encourage public review of City operations. The budget describes the activities of the City, the reason or cause for those activities, future implications, and the direct relationship to the citizenry. An introduction summary section is included for this purpose.

4. A Legally Required Financial Planning Tool

Traditionally a financial planning tool, the budget is also a State law requirement of all cities as stated in the Revised Code of Washington Title 35A. The budget must be adopted as a balanced budget and must be in place prior to the spending of any city funds. The budget is the legal authority to expend public monies and controls those expenditures by limiting the amount of the appropriation at either the fund or the department level. The revenues of the City are estimated, along with available cash carry-forward, to indicate funds available. The staff requests for appropriations comprise the disbursement side of the budget. In this budget, the general fund appropriation level is set at the department level and the non-general funds are set at the total fund level.

CITY OF ELLENSBURG, WASHINGTON

How Does the Budget Compare to the Annual Report?

The City prepares an annual financial report in conformance with Generally Accepted Accounting Principles (GAAP). Since the budget is not prepared using the same basis of accounting, it cannot in all cases be compared to information depicted in the annual report. The Governmental Fund types are budgeted on a modified accrual basis and can be directly compared to the operating statements in the City annual report. The Proprietary Fund types are budgeted on a modified accrual basis and depicted in the annual report using a full accrual basis. The Proprietary Fund types are treated like regular business because a majority of their revenues are derived from fees for service to the public. These funds, therefore, cannot be compared between the two reports. As a first step to implementing Governmental Accounting Standard Board (GASB) Statement 34, the Permanent Fund group has been established and included in the budget.

Why?

The budget and budget process are required by State law. The budget, as adopted, constitutes the legal authority for expenditures. The City's budget is adopted at the fund level except the General Fund that is adopted at the department level, so expenditures may not legally exceed appropriations at that level. The City's budget is amended at least once a year. All appropriations, except operating grants and capital projects, lapse at year-end. Unexpended resources must be re-appropriated in the subsequent period.

In addition, the budget process affords both an interesting and challenging opportunity to reassess plans, overall goals, and the means for accomplishing them. It is through this effort that the budget is the single most important policy document produced each year. Much effort is expended to ensure the budget plan will achieve the goals and objectives of the City Council.

How?

The Budget Process

- *Determining Policies and Goals:* The Budget process for the City of Ellensburg is, in some respects, an ongoing, year-round activity. The formal budget planning begins in the summer with discussions between the City Manager, departments, and City Council about the status of ongoing programs, new goals, and objectives for the future.
- *Reporting and Monitoring:* The budget and its policies are implemented through the individual departments and the accounting controls of the Finance Department. The budget is monitored by a reporting system consisting of monthly reports to department heads and divisional managers. Financial reports are issued by the Finance Department comparing actual expenditures and revenues with the budget. In these reports, financial data is presented at a more detailed level than the final budget. Financial reports are submitted to the City Council on a quarterly basis. The budget may be amended by Council action at any time during the year.
- *Staff Planning and Preparation:* Budget preparation begins in July with the budget message to the departments and the projection of city reserves, revenues, expenditures, and financial capacity. It is with this background information and guidelines that departments develop their expenditure requests that are subsequently reviewed.
- *Components of the Budget:* There are two components of the budget: the base operation budget and capital improvements.
 - *Base Budget Approach:* The base operation budget consists of budget proposals that will be sufficient to maintain the operation of programs that have been authorized in earlier budgets.

CITY OF ELLENSBURG, WASHINGTON

- *Capital Improvements:* The budget includes capital projects scheduled for construction. The City’s approach to capital budgeting is financial in character. The budget authorizes a series of potential projects to be considered for funding. The Council works with city staff to approve specific projects up to the funding approved in the budget. If more funds become available, or third party funding can be arranged, a budget amendment is considered.

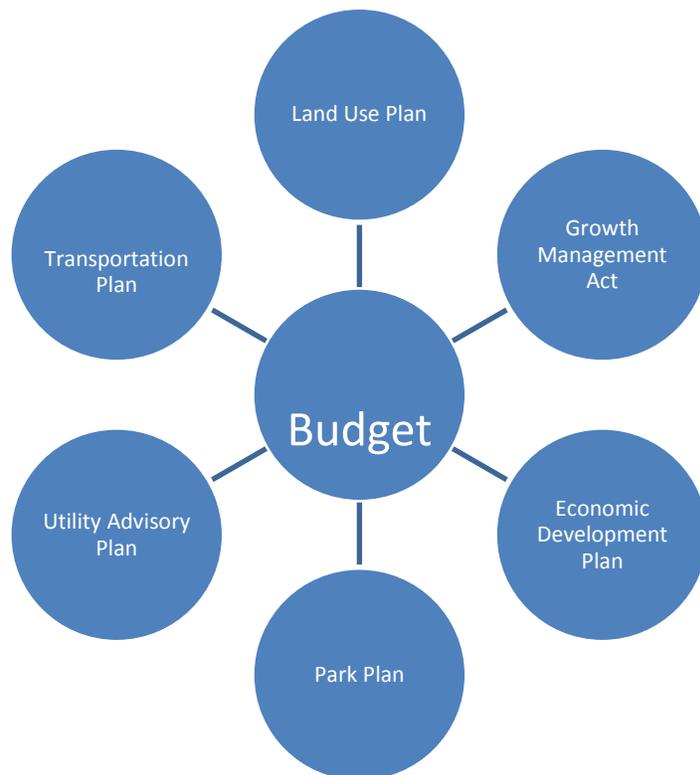
The City’s capital program is funded primarily through the issuance of general obligation bonds, revenue bonds, real estate excise tax funds, sales tax funds, federal and state loan and grant programs.

- **Preliminary Budget:** The budget is ready for the City Manager’s review in September. The Council reviews the preliminary budget in October. The proposed budget is also available for citizen review in October. The Council conducts a series of workshops to examine the budget in detail and then conducts a preliminary budget hearing before acting formally on the budget as modified during its workshop meetings. Final action on the budget usually occurs in November.
- **Final Budget:** The final budget is issued as a formal published document in summarized format from the preliminary budget, but as modified by the City Council. The actual appropriations implementing and amending the budget are contained in the budget ordinance adopted by the City Council. A public hearing is scheduled for a City Council meeting in October, with the final budget adoption in November.
- **Amending the Budget:** The City Manager is authorized to transfer budgeted line item amounts within departments in the General Fund and within the funds in the non-General Fund budgets. However, any revisions that alter the total expenditures and fund balance of a fund, total expenditures of departments within the General Fund, or that change the number of permanently authorized employee positions, salary ranges, or other conditions of employment, must be approved by the City Council.

The City Council may determine what is in the best interest of the City to increase or decrease the appropriation of a particular department or fund. This can be accomplished by adoption of an ordinance.

The status of the budget is comprehensively

reviewed in November to identify any needed adjustments. All requests for amendments should



CITY OF ELLENSBURG, WASHINGTON

first be filed with the Finance Director. The Finance Director and City Manager, after careful review of the process, make a recommendation to the City Council for budget amendments.

What is included in the budget process?

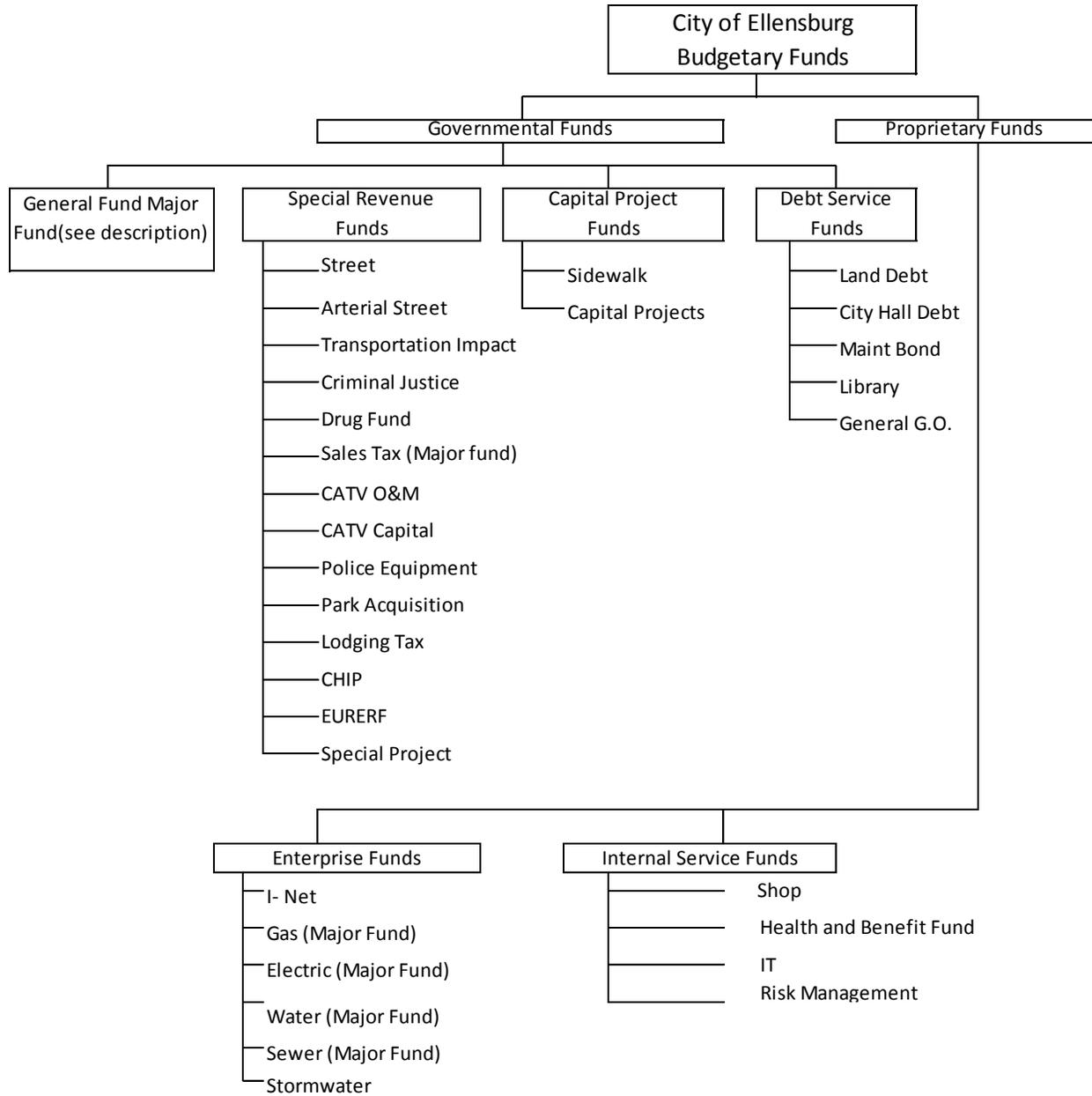
City of Ellensburg		
Budget Process Schedule		
2013-2014 Biennial Budget		
Date	Action	
Wednesday, June 20, 2012	Personnel Estimates Sent Out For Review	
Monday, June 25, 2012	Council Retreat on Goal Setting	
Thursday, June 28, 2012	Personnel Estimates back to Finance	
Friday, June 29, 2012	Shop, Warehouse and Rental Rates to Finance	
Wednesday, July 11, 2012	IT Budget Due	
Friday, July 13, 2012	Budget Message to Departments	
Wednesday, July 25, 2012	Budget & Capital Facility Workshop(if needed)	
Wednesday, August 22, 2012	Budget Returned to Finance Department	
August 23 - August 31	Budget Compilation	
September 4 - 7	Individual Meetings with Directors	
Wednesday, September 19, 2012	Assemble & Print Preliminary - Manager's Budget	
Friday, September 28, 2012	City Clerk Publishes Notice of Public Hearing	
Monday, October 01, 2012	Evening	Public Hearing on Revenue Estimates
Friday, October 12, 2012	All Day	Council Study Session on Budget - * Revenues (010), Finance (012), * City General (011), City Manger (013) * Council Funded Programs * Public Works (019, 120, 123, 366, 481, 491, * Energy Services (150, 155, 451, 461, 471, * Community Development (017, 165, 170) * Police (016, 137) * Parks (022, 160) * Library (023, 605)
Monday, October 15, 2012	Evening	Public Hearing - * Introduction of Tax Levy Ordinance
Monday, November 05, 2012		Public Hearing - * Budget Ordinance/1st Reading * Adoption of Tax Levy
Monday, November 19, 2012	Evening	* Adoption of Budget Ordinance

CITY OF ELLENSBURG, WASHINGTON

Financial Structure

Organization

City of Ellensburg Fund Structure



The City of Ellensburg’s accounting and budgeting systems are organized and operated on a department and fund basis. Departments and funds are accounting entities used to record revenues and expenditures. The City of Ellensburg’s funds are grouped into eight categories: General, Special Revenue, Debt Service, Permanent, Capital Projects, Enterprise, Internal Service, and Fiduciary Funds. The City of Ellensburg budgets its funds on a modified accrual basis.

All the City of Ellensburg’s operating funds are subject to annual audit by the Washington State Auditor’s office as required in the Revised Code of Washington 43.09.230.

CITY OF ELLENSBURG, WASHINGTON

The following are budgeted funds:

- General Fund
- Special Revenue Funds
- Debt Service Funds
- Capital Improvements Funds
- Enterprise Funds
 - I-Net
 - Stormwater
 - Gas
 - Light
 - Water
 - Sewer
- Internal Service Funds
 - Shop
 - Information Technology
 - Risk Management
 - Health and Benefit
- Fiduciary Funds
 - Fire Relief & Pension
 - Permanent Funds
 - Library Trust
 - Hal Holmes trust



Definition of Major Funds

Major funds represent the significant activities of the City, and include any fund whose revenues or expenditures, excluding other financing sources and uses, constitute more than 10% of the revenues or expenditures of the appropriated budget. The City reports General, Arterial Street, Sales Tax, Gas, Electric, Water, and Sewer funds as major funds. Detailed information is provided on these funds under their respective categories.

Major Governmental Funds Summary

The financial outlook for 2013 and 2014 are positive, however, our financial outlook includes projected shortfalls in 2013 through 2014. These shortfalls are largely due to a high rate of expenditure growth, such as escalating state retirement contributions, and a slower growth in projected retail sales tax revenue.

General Fund: The General Fund is the principal operating fund of the City. It accounts for the financial resources of the City that are not accounted for in any other fund. Principal sources of revenue are property tax, sales tax, utility tax, licenses and permits, state-shared revenues, charges for services, and interest income. Primary expenditures are for general city administration, police, engineering, planning services, parks, library, and cultural and recreational services. The General Fund “buys” services from Internal Service funds as follows: fuel and rental of vehicles from the Shop Fund, health insurance from the Health & Benefits Fund, and data processing services from the Information Technology Fund (IT).

Cost allocations from the General Fund are provided to all funds in an effort to distribute accounting, budgeting, auditing, personnel, legal, city management, and public information services.

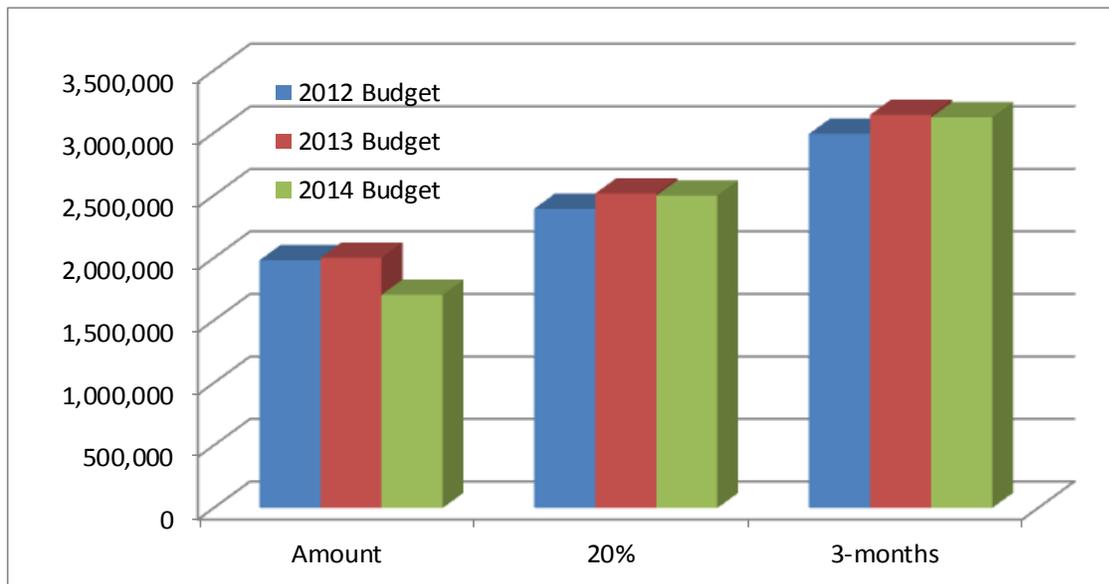
It includes most tax revenues and such services as public safety, parks & recreation, engineering, planning, library, and general administration of the city government.

CITY OF ELLENSBURG, WASHINGTON

GENERAL FUND	Actual 2009	Actual 2010	Actual 2011	Revised Budget 2012	Budget 2013	Budget 2014
Revenues						
Taxes	\$5,223,636	\$5,233,705	\$5,587,839	\$5,719,202	\$5,769,181	\$5,803,687
Licenses & Permits	503,953	487,303	319,366	271,350	271,350	271,350
Intergovernmental	627,387	622,878	642,514	545,058	627,915	330,267
Charges for Services	2,849,455	3,196,339	3,270,433	3,372,816	3,323,198	3,387,610
Fines & Forfeits	100,246	90,955	92,124	81,800	81,800	81,800
Miscellaneous	235,475	211,248	218,534	196,740	206,292	206,817
Total Revenues	\$9,540,152	\$9,842,428	\$10,130,811	\$10,186,966	\$10,279,736	\$10,081,531
Expenditures						
Salary	\$5,205,679	\$5,462,048	\$5,337,642	\$5,736,099	\$5,875,206	\$5,907,372
Benefits	2,097,483	2,036,308	2,086,981	2,476,043	2,467,836	2,595,930
Supplies	417,206	381,334	467,199	468,362	487,435	487,435
Services	1,736,454	1,847,777	2,012,049	2,224,182	2,214,089	1,886,968
Intergovernmental	522,410	552,547	837,300	864,606	768,505	771,549
Capital Outlay	72,262	78,557	73,685	1,465,500	65,500	65,500
Debt Services	3,586	1,148	0	4,466,445	271,400	278,950
Interfund	312,936	312,457	317,138	360,035	309,428	304,590
Total Expenditures	\$10,368,016	\$10,672,176	\$11,131,995	\$18,061,272	\$12,459,399	\$12,298,294
Rev over Exp	-827,864	-829,748	-1,001,184	-7,874,306	-2,179,663	-2,216,763
Other Financing Sources (Uses)						
*Financing Sources	1,683,920	1,591,770	1,016,423	7,273,821	1,571,400	1,578,950
Financing Uses	6,770	10,368	0	0	0	0
Contribution to Fund Balance	\$849,286	\$751,654	\$15,239	-\$600,485	-\$608,263	-\$637,813

*In accordance with City ordinance, the City is supposed to maintain 20% of its annual expenditures in fund balance in order to adequately deal with its cash flow needs for operations, and emergencies. Due to the current economic condition, the City is using a portion of its fund balance to lessen the impact of the revenue shortfall. For 2013, the City is using \$608,263, and for 2014 \$637,813 of its fund balance to balance its budget.

Fund Balance



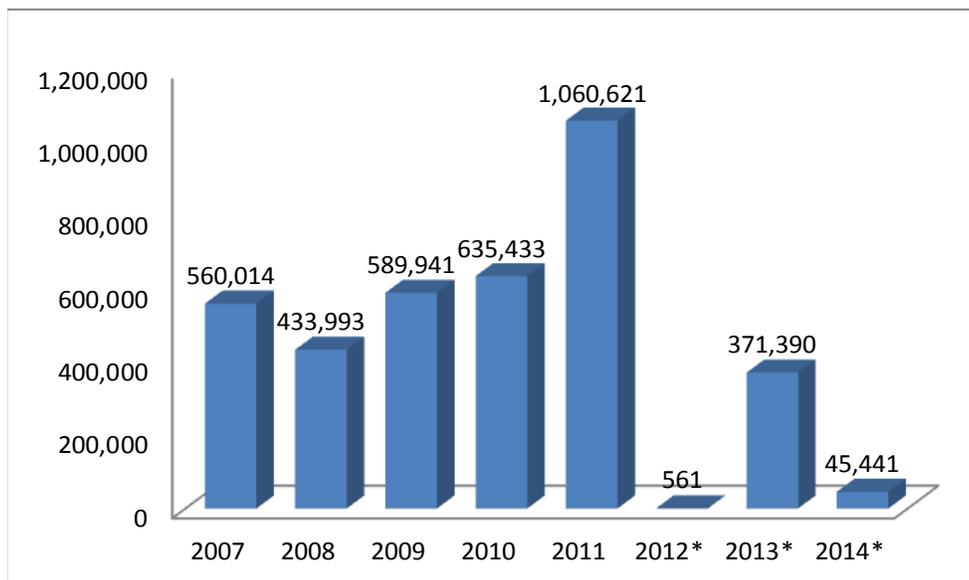
CITY OF ELLENSBURG, WASHINGTON

Arterial Street Fund accounts for the construction of the city's streets, bridges, trails, traffic signals, and signs. Most of the funding for these construction projects comes from the gasoline tax, grants from both state and federal government, and the grant matching from the City's sales tax revenue. The projected decrease in sales tax revenue will also affect the projects that will be funded out of the Arterial Street Fund.

ARTERIAL STREET	Actual	Actual	Actual	Revised Budget	Budget	Budget
Revenues	2009	2010	2011	2012	2013	2014
Taxes	\$0	\$0	\$480,000	\$0	\$0	\$0
License & Permits	3,345	2,993	3,379	3,500	3,600	3,600
Intergovernmental	799,894	584,237	2,846,997	2,952,235	890,622	1,637,951
Charges for Services	1,775	-1,775	-8,664	0	0	0
Miscellaneous	84,387	3,013	4,862	0	500	500
Total Revenues	\$889,401	\$588,468	\$3,326,574	\$2,955,735	\$894,722	\$1,642,051
Expenditures						
Operating Expenditures	28,909	359,395	186,959	0	0	0
Capital Outlay	\$704,546	\$190,574	\$3,664,427	\$4,829,750	\$1,568,000	\$3,119,000
Total Expenditures	\$733,454	\$549,970	\$3,851,385	\$4,829,750	\$1,568,000	\$3,119,000
Rev over Exp	155,947	38,498	-524,812	-1,874,015	-673,278	-1,476,949
Other Financing Sources (Uses)						
Other Fin. Sources	0	6,992	950,000	799,576	385,000	1,151,000
Change to Fund Balance	\$155,947	\$45,490	\$425,188	-\$1,074,439	-\$288,278	-\$325,949

* The City accumulates funds in this fund in order to finance road projects as it sees fit. In 2012-2014 we plan to do some of these projects and use the accumulated funds in the fund balance to pay for the applicable projects. We are planning to use \$614,227 of the fund balance in 2013/2014 to fund the road projects.

Fund balance



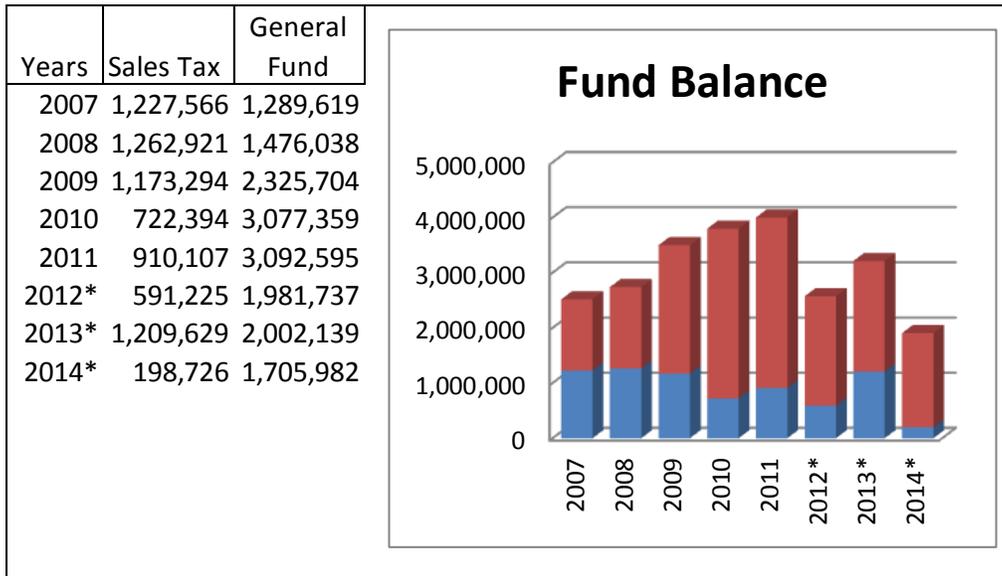
*The 2012, 2013, and 2014 are budgeted amounts.

CITY OF ELLENSBURG, WASHINGTON

Sales Tax Fund is used to accumulate the collection of the general sales tax revenues and the transfers of this money to various funds to support the respective programs as follows:

SALES TAX FUND	Actual 2009	Actual 2010	Actual 2011	Revised Budget 2012	Budget 2013	Budget 2014
Revenues						
Taxes	\$3,137,752	\$2,979,989	\$3,189,873	\$3,050,000	\$3,100,000	\$2,800,000
Miscellaneous	13,302	5,910	3,189	5,000	5,000	5,000
Total Revenues	\$3,151,054	\$2,985,899	\$3,193,062	\$3,055,000	\$3,105,000	\$2,805,000
Expenditures						
General Fund	\$1,702,945	\$1,591,770	\$1,000,000	\$1,018,533	\$1,571,400	\$1,578,950
Street Fund	958,133	1,012,313	1,097,855	1,237,303	1,000,000	1,000,000
*Arterial Street	0	0	0	183,000		1,000,000
Police Vehicle	30,000	30,000	0	0		30,000
Risk Management	0	25,000	67,000	0		
Debt funds	537,102	752,717	840,494	624,939	225,303	206,953
Special Projects	5,000	0	0	0		
Capital funds	7,500	25,000	0	0		
Total Expenditures	\$3,240,680	\$3,436,800	\$3,005,349	\$3,063,775	\$2,796,703	\$3,815,903
Contribution to Fund Balance	-\$89,626	-\$450,901	\$187,713	-\$8,775	\$308,297	-\$1,010,903

Fund balance



The General Fund had its highest fund balance in 2011, which was due in part to bond proceeds from our General Obligation Bonds that were sold in 2010 to finance improvements to the City's general facilities. Sales Tax Fund balance shows an increase in 2013 and decrease in 2014. This is because we are building the Fund Balance in 2013 to cover a large transfer in 2014 for Arterial Street support.

CITY OF ELLENSBURG, WASHINGTON

Major Proprietary Funds

Enterprise Funds: Enterprise funds are used to account for the financing of services provided to the general public where all or most of the costs involved are paid for by user charges. Operations financed as enterprise funds are operated in a manner similar to private business enterprises.

Enterprise funds “buy” services from the Shop Fund for equipment rental and gasoline, and from the Information Technology Fund for data processing and computer maintenance. The enterprise funds also reimburse the General Fund for cost allocations for budgeting, auditing, accounting, personnel, utility billings and collections, legal, and engineering costs that relate to enterprise funds. Other funds purchase utilities at the same rate as the public.

Gas Fund is used to account for the activities of the City’s gas distribution operations. The major source of revenue is the charges for the sale of gas, and the bulk of its expenses are the purchase of gas for resale. The gas activities will be affected by the weather, the unit cost of gas the City pays, and the rate the City charges for the units sold. The expected decrease in the volume will be determined by weather and not by decreased number of customers. More than 49% of the department budget is spent on the gas inventory purchased for resale. The salary and benefit costs account for just about 17.3% of the total department budget. Central Washington University and Twin City Foods account for a large share of the department’s annual sale. The price of gas decreased in May of 2011, which is affecting the price we charge our customers and the utility tax we pay into General Fund.

GAS	Actual 2009	Actual 2010	Actual 2011	Revised Budget 2012	Budget 2013	Budget 2014
Revenues						
Intergovernmental	\$3,578	\$0	\$58,802	\$0	\$0	\$0
Charges for Services	9,631,697	9,391,241	8,470,763	8,438,422	7,400,922	7,548,340
Miscellaneous	8,807	6,713	14,597	3,500	3,500	3,500
Total Revenues	\$9,644,082	\$9,397,954	\$8,544,162	\$8,441,922	\$7,404,422	\$7,551,840
Expenses by Object						
Salary	\$717,484	\$911,790	\$911,035	\$924,833	\$933,803	\$922,687
Benefits	285,744	287,835	320,810	354,535	386,098	405,491
Supplies	5,908,141	5,777,898	4,692,596	5,107,295	4,040,602	4,122,274
Services	208,107	312,167	369,036	435,603	575,297	543,147
Intergovernmental	948,374	926,258	842,326	819,820	718,652	733,026
Capital Outlay	0	-424,645	-342,486	22,500	65,000	5,000
Depreciation	411,432	407,263	423,376	0	0	0
Debt Service	66,536	60,795	52,257	0	0	0
Interfund	627,185	812,908	825,896	884,951	785,009	790,902
Total Expenses	\$9,173,004	\$9,072,267	\$8,094,847	\$8,549,537	\$7,504,461	\$7,522,527
Rev over Exp	\$471,078	\$325,687	\$449,316	-\$107,615	-\$100,039	\$29,313
Other Financing Sources (Uses)						
Other Sources						
Other Uses						
Cont. to Net Assets	\$471,078	\$325,687	\$449,316	-\$107,615	-\$100,039	\$29,313

CITY OF ELLENSBURG, WASHINGTON

Electric Fund is used to account for the purchase of electricity (mainly from Bonneville Power Administration), and the sale of electricity to City residents and businesses. Central Washington University and Twin Foods account for 22% of the department's annual sale. Electricity purchased accounted for 43.38% of the total cost in 2011. The cost went up in October of 2011. The City defeased its 2001A Electric Revenue Bonds in 2011.

ELECTRIC FUND	Actual	Actual	Actual	Budget	Budget	Budget
Revenues	2009	2010	2011	2012	2013	2014
Intergovernmental	\$446	\$172,689	\$213,393	\$120,000	\$100,000	\$50,000
Charges for Services	13,038,006	12,924,810	12,719,732	12,966,305	14,483,943	14,390,222
Miscellaneous	823,065	151,732	130,711	357,962	73,074	70,624
Total Revenues	\$13,861,517	\$13,249,231	\$13,063,837	\$13,444,267	\$14,657,017	\$14,510,846
Expenses by Object						
Salary	\$1,156,080	\$1,142,479	\$1,125,643	\$1,068,409	\$1,253,508	\$1,180,444
Benefits	425,955	361,003	364,281	388,267	458,770	466,002
Supplies	7,407,356	6,958,782	6,633,400	8,105,718	8,323,321	10,080,340
Services	795,878	1,263,190	1,354,457	1,374,408	1,654,679	1,626,720
Intergovernmental	1,186,357	1,138,524	1,136,706	1,187,120	1,352,434	1,352,434
Capital Outlay	0	-258,916	-704,427	300,195	225,888	86,604
Depreciation	790,704	809,704	818,678	0	0	0
Debt Service	287,028	290,288	285,895	3,925,851	385,590	387,590
Interfund	1,227,804	1,283,893	1,316,756	1,401,511	1,264,597	1,274,388
Total Expenses	\$13,277,160	\$12,988,947	\$12,331,389	\$17,751,479	\$14,918,787	\$16,454,522
Rev over Exp	\$584,356	\$260,284	\$732,448	(\$4,307,212)	(\$261,770)	(\$1,943,676)
Other Financing Sources (Uses)						
Other Sources	80,845	0	0	933,005	245,000	255,000
Other Uses	144,468	99,768	70,000	100,000	130,000	100,000
Cont. to Net Assets	\$520,733	\$160,516	\$662,448	(\$3,474,207)	(\$146,770)	(\$1,788,676)
*The City is planning to use \$1,788,676 of its fund balance to fund its new substation or sell revenue bonds in 2014.						

CITY OF ELLENSBURG, WASHINGTON

Water Fund was established in 1933 and is used to account for the construction and the operation of the City's water wells and reservoirs, and the distribution of water to the City of Ellensburg's almost 5,000 residents and businesses. The City sold revenue bonds to fund the construction of four new wells and expansion of its distribution system in 2010. Prior to the bond sale, the City went through a bond rating process and received a AA rating from Standard & Poor's. It was the City's first rating.

WATER FUND	Actual 2009	Actual 2010	Actual 2011	Revised Budget 2012	Budget 2013	Budget 2014
Revenues						
Licenses & Permits	\$0	\$0	\$1,000	\$500	\$0	0
Charges for Services	3,000,364	3,095,905	3,374,420	3,639,792	\$3,856,758	\$3,856,758
Miscellaneous	32,283	23,128	21,162	14,000	12,000	11,500
Total Revenues	\$3,032,647	\$3,119,033	\$3,396,582	\$3,654,292	\$3,868,758	\$3,868,258
Expenses by Object						
Salary	\$417,330	\$501,325	\$503,661	\$553,299	\$560,168	\$541,944
Benefits	162,158	175,594	193,354	208,175	234,092	245,317
Supplies	152,331	234,128	259,932	233,800	262,050	233,300
Services	517,763	518,144	527,437	652,292	637,003	575,063
Intergovernmental	417,427	480,753	499,736	578,643	611,236	611,236
Capital Outlay	0	-202,707	-235,900	3,257,000	3,302,000	1,067,000
Depreciation	459,932	510,297	540,432	0	0	0
Debt Service	101,216	301,600	205,488	481,377	481,671	483,094
Interfund	804,029	777,307	793,412	835,579	759,883	764,719
Total Expenses	\$3,032,186	\$3,296,441	\$3,287,552	\$6,800,165	\$6,848,103	\$4,521,673
Rev over Exp	\$461	-\$177,408	\$109,031	-\$3,145,873	-\$2,979,345	-\$653,415
Other financing Sources(Uses)						
Other Sources	395,537	6,565,102	795,356	2,480,560	2,828,380	980,000
Other Uses	60,154	6,310,025	0	517,360	945,694	750,000
Cont. to Net Assets	\$335,844	\$77,669	\$904,386	-\$1,182,673	-\$1,096,659	-\$423,415

The use of the fund balance as reflected in the "Cont. to Net Assets" in the table above shows the use of the bond proceeds in 2011 of the Revenue bonds that were sold in 2010 to complete the water system line extension and drilling of wells.

CITY OF ELLENSBURG, WASHINGTON

Sewer Fund was established in 1908 and currently serves about 4,000 customers. The major issues facing the division are the rates charged to customers, the ever-increasing cost of hiring and maintaining good employees, and the replacement costs of our aging system.

SEWER FUND	Actual 2009	Actual 2010	Actual 2011	Revised Budget 2012	Budget 2013	Budget 2014
Revenues						
Intergovernmental	\$48,735	\$0	\$0	\$0	\$0	\$0
Charges for Services	2,994,140	2,926,681	3,136,083	3,237,395	3,472,610	3,472,610
Miscellaneous	41,581	12,708	10,646	6,950	7,600	7,600
Total Revenues	\$3,084,457	\$2,939,389	\$3,146,729	\$3,244,345	\$3,480,210	\$3,480,210
Expenses by Object						
Salary	\$559,001	\$578,950	\$600,661	\$657,338	\$660,031	\$671,434
Benefits	180,600	228,753	227,163	271,462	307,860	325,215
Supplies	102,859	81,665	77,433	126,000	128,100	128,100
Services	447,908	505,104	698,586	493,543	560,988	543,541
Intergovernmental	330,166	370,526	382,647	399,336	429,492	430,444
Capital Outlay	0	-92,875	-147,793	536,000	130,000	130,000
Depreciation	381,727	390,556	418,233	0	0	0
Debt Service	84,402	239,547	236,327	387,236	380,441	380,642
Interfund	627,750	727,312	747,388	853,925	713,222	704,320
Total Expenses	\$2,714,413	\$3,029,538	\$3,240,644	\$3,724,840	\$3,310,134	\$3,313,696
Rev over Exp	\$370,044	(\$90,149)	(\$93,915)	(\$480,495)	\$170,076	\$166,514
Other Financing Sources (Uses)						
Other Sources	328,756	5,594,930	742,890	212,500	212,500	212,500
Other Uses	58,844	5,452,564	0	258,200	153,756	0
Cont. To Net Assets	\$639,956	\$52,217	\$648,975	-\$526,195	\$228,820	\$379,014

The use of the fund balance as reflected in the "Cont. to Net Assets" in the table above shows the use of the bond proceeds in 2011 of the Revenue bonds that were sold in 2010 to complete the Sewer system line extension.

CITY OF ELLENSBURG, WASHINGTON

Definition of Non-major Funds

Non-major funds represent the activities of the City that are not significant in terms of the amount of revenue or expenditures in the fund. In other words activities whose revenues or expenditures, excluding other financing sources and uses constitute less than 10% of the revenues or expenditures of the City's appropriated budget.

Non-major Special Revenue Funds

These funds are used to account for the proceeds of special revenue sources that are legally restricted to expenditures for specific purposes. The non-major special revenue funds include the Street Fund, Traffic Impact Fee, Criminal Justice Fund, Drug Fund, Police Equipment Fund, CATV O & M Fund, CATV Capital Fund, Park Acquisition Fund, Lodging Tax Fund, EURERF Fund, CHIP Fund, and the Special Projects Fund.

Non-major Debt Service Funds: Debt service funds are used to account for the accumulation of resources to be used for the retirement of general, long-term debt. Sources of revenue to fund the retirement of general obligation long-term debt are property taxes and transfers from other funds that are responsible for debt.

We have two groups of general obligation debts, and they are (a) voter approved unlimited debt, and (b) the limited obligation debt. The limited obligation debts are funded by a transfer out of the Sales Tax Fund. After the debt fund transfers are made, the balance of the Sales Tax Fund is available for transfer into the General, Street, Arterial Street, and Capital Funds. The unlimited debt obligations are funded directly through the excess tax approved by the voter.

Date	Limited Debt		Unlimited
	Maintenance Debt	Total Transfer-Out of Sales Tax Fund	Library Debt
2012	213,100	213,100	151,388
2013	225,100	225,100	153,103
2014	206,650	206,650	159,635
2015	213,650	213,650	165,803
2016	215,350	215,350	171,318
2017	216,900	216,900	176,443
2018	212,100	212,100	180,908
2019	212,300	212,300	184,963
2020	212,300	212,300	193,453
2021	217,100	217,100	196,313
2022	212,200	212,200	203,483
2023	217,125	217,125	
2024	161,500	161,500	
2025	57,250	57,250	
2026	57,250	57,250	
2027	57,250	57,250	
2028	57,250	57,250	
2029	57,250	57,250	
2030	1,202,250	1,202,250	
	\$4,223,875	\$4,223,875	\$1,936,810

The funds included in the non-major debt service funds are the Library Construction Debt Fund, and the G.O. Maintenance Debt Fund.

The table above shows the cash requirements to service the general obligation bond debts through 2030. The City does not have any plan to issue any new debt in the near future.

Non-major Capital Improvement Funds: Capital project funds are used to account for the financing of major capital projects other than those financed by proprietary funds. Sources of revenue are proceeds of debt issuance, grants, and transfers from other funds (generally from special revenue funds).

Internal Service Funds are used to account for the financing of specific services provided to departments within the City by other departments within the City. These funds provide centrally administered services that generate revenue by billing other funds at cost plus a reserve for future needs. These funds include the Shop Fund, Information Technology Fund, Health and Benefits Fund, and Risk Management Fund.

CITY OF ELLENSBURG, WASHINGTON

Non-major Fiduciary Funds

Fiduciary Funds are used to account for assets held by the City as trustee or agent for individuals, private organizations, or other governmental units. These funds include Fire Relief and Pension Fund, and the LID Fund. The Fire Relief and Pension Fund is used to provide pension benefits to former City firefighters hired before 1965. The major source of the revenue to this fund is the City's property tax revenues. Local Improvement District (LID) is another fund in the fiduciary fund group, and it is used to accumulate payments from the land owners to satisfy the debt incurred for the local improvement district.

CITY OF ELLENSBURG, WASHINGTON

2013 City Budget by Fund									
Fund #	Fund Description	Beg. Fund Balance	Revenue	Other Sources	Total Resources	Expenditures / Expenses	Other Uses	End. Fund Balance	Total Requirement
001	General Fund	\$2,588,157	\$10,279,736	\$1,571,400	\$14,439,293	\$12,459,399	\$0	1,979,894	\$14,439,293
120	Street	614,267	339,603	1,120,000	2,073,870	1,669,889	0	403,981	2,073,870
123	Arterial	659,668	894,722	385,000	1,939,390	1,568,000	0	371,390	1,939,390
125	Traffic Impact	416,017	31,800	0	447,817	1,800	325,000	121,017	447,817
130	Criminal Justice	93,967	614,400	0	708,367	685,212	0	23,155	708,367
137	Drug	46,075	0	0	46,075	10,000	30,000	6,075	46,075
140	Sales Tax	901,332	3,105,000	0	4,006,332	0	2,796,703	1,209,629	4,006,332
150	CATV	76,000	62,000	10,000	148,000	74,820	0	73,180	148,000
155	CATV Capital	132,800	26,100	0	158,900	26,100	10,000	122,800	158,900
159	Police Vehicle	60,014	0	30,000	90,014	52,000	0	38,014	90,014
160	Parks Acq.	42,227	36,800	0	79,027	0	0	79,027	79,027
165	Lodging tax	443,935	371,610	0	815,545	453,975	0	361,570	815,545
170	CHIP	7,402	0	0	7,402	0	0	7,402	7,402
175	EURERF	0	0	130,000	130,000	130,000	0	0	130,000
198	Special Projects	2,011	0	0	2,011	0	0	2,011	2,011
210	GO Bond	0	0	0	0	0	0	0	0
220	City Hall	0	0	0	0	0	0	0	0
225	Maintenance Bd	40,000	0	225,303	265,303	225,303	0	40,000	265,303
230	Library bond	43,960	153,405	0	197,365	153,405	0	43,960	197,365
240	GO Bond	0	0	0	0	0	0	0	0
325	Maint bond	0	0	0	0	0	0	0	0
365	Capital Projects	66,252	0	0	66,252	11,500	0	54,752	66,252
366	Sidewalk	184,088	100,400	0	284,488	95,000	0	189,488	284,488
431	Stormwater	865,929	1,021,575	0	1,887,504	992,069	208,000	687,435	1,887,504
451	I-NET	107,000	70,150	0	177,150	40,000	0	137,150	177,150
461	Gas	9,414,092	7,404,422	0	16,818,514	7,504,461	0	9,314,053	16,818,514
471	Light	6,286,220	14,902,017	0	21,188,237	14,918,787	130,000	6,139,450	21,188,237
481	Water	7,001,530	3,868,758	2,828,380	13,698,668	6,848,103	945,694	5,904,871	13,698,668
491	Sewer	8,469,602	3,480,210	212,500	12,162,312	3,316,134	153,756	8,692,422	12,162,312
531	Shop	5,565,097	1,476,074	5,500	7,046,671	1,648,932	0	5,397,739	7,046,671
540	Health Ins.	754,892	1,792,563	65,000	2,612,455	1,700,479	0	911,976	2,612,455
545	Risk Mgmt	54,817	754,308	0	809,125	744,588	0	64,537	809,125
550	IT	618,926	674,541	0	1,293,467	823,783	0	469,684	1,293,467
605	Library Trust	251,368	7,500	0	258,868	8,800	0	250,068	258,868
651	Fire Relief	406,852	157,581	0	564,433	171,811	0	392,622	564,433
Grand Total		\$46,214,497	\$51,625,275	\$6,583,083	\$104,422,855	\$56,334,350	\$4,599,153	\$43,489,352	\$104,422,855

58,208,358

60,933,503

CITY OF ELLENSBURG, WASHINGTON

2014 City Budget by Fund									
Fund #	Fund Description	Beg. Fund Balance	Revenue	Other Sources	Total Resources	Expenditures / Expenses	Other Uses	End. Fund Balance	Total Requirement
001	General Fund	\$2,353,009	\$10,081,531	\$1,578,950	\$14,013,490	\$12,298,294	\$0	1,715,196	\$14,013,490
120	Street	403,981	333,901	1,120,000	1,857,882	1,653,816	0	204,066	1,857,882
123	Arterial	371,390	1,642,051	1,151,000	3,164,441	3,119,000	0	45,441	3,164,441
125	Traffic Impact	121,017	31,800	0	152,817	1,800	151,000	17	152,817
130	Criminal Justice	23,155	614,400	0	637,555	627,698	0	9,857	637,555
137	Drug	6,075	0	0	6,075	6,075	0	0	6,075
140	Sales Tax	1,209,629	2,805,000	0	4,014,629	0	3,815,903	198,726	4,014,629
150	CATV	73,180	62,000	0	135,180	65,000	0	70,180	135,180
155	CATV Capital	122,800	14,100	0	136,900	14,600	0	122,300	136,900
159	Police Vehicle	38,014	0	30,000	68,014	47,000	0	21,014	68,014
160	Parks Acq.	79,027	36,800	0	115,827	0	0	115,827	115,827
165	Lodging tax	361,570	375,316	0	736,886	375,316	0	361,570	736,886
170	CHIP	7,402	0	0	7,402	0	0	7,402	7,402
175	EURERF	0	0	100,000	100,000	100,000	0	0	100,000
198	Special Projects	2,011	0	0	2,011	0	0	2,011	2,011
210	GO Bond	0	0	0	0	0	0	0	0
220	City Hall	0	0	0	0	0	0	0	0
225	Maintenance Bd	40,000	0	206,953	246,953	206,953	0	40,000	246,953
230	Library bond	43,960	159,937	0	203,897	159,937	0	43,960	203,897
240	GO Bond	0	0	0	0	0	0	0	0
325	Maint bond	0	0	0	0	0	0	0	0
365	Capital Projects	54,752	0	0	54,752	0	0	54,752	54,752
366	Sidewalk	189,488	100,400	0	289,888	215,000	0	74,888	289,888
431	Stormwater	687,435	583,007	0	1,270,442	462,860	208,000	599,582	1,270,442
451	I-NET	137,150	70,150	0	207,300	40,000	0	167,300	207,300
461	Gas	9,314,053	7,551,840	0	16,865,893	7,522,527	0	9,343,366	16,865,893
471	Light	6,139,450	14,765,846	0	20,905,296	16,454,522	100,000	4,350,774	20,905,296
481	Water	5,904,871	3,868,258	980,000	10,753,129	4,521,673	750,000	5,481,456	10,753,129
491	Sewer	8,692,422	3,480,210	212,500	12,385,132	3,313,696	0	9,071,436	12,385,132
531	Shop	5,397,739	1,476,974	5,500	6,880,213	1,533,211	0	5,347,002	6,880,213
540	Health Ins.	911,976	1,869,081	65,000	2,846,057	1,700,479	0	1,145,578	2,846,057
545	Risk Mgmt	64,537	754,308	0	818,845	744,588	0	74,257	818,845
550	IT	469,684	642,490	0	1,112,174	694,790	0	417,384	1,112,174
605	Library Trust	250,068	7,500	0	257,568	8,800	0	248,768	257,568
651	Fire Relief	392,622	157,581	0	550,203	164,672	0	385,531	550,203
Grand Total		\$43,862,467	\$51,484,481	\$5,449,903	\$100,796,851	\$56,052,307	\$5,024,903	\$39,719,641	\$100,796,851
				56,934,384			61,077,210		

Summary of City's Financial Management Policies

1. Resource Planning and Allocation Policies

- 1.1. Reporting and Control – The City will maintain a financial system which will develop budgets, provide control, and report revenues and expenditures at the line-item detail. The City will also provide a quarterly report to the Council that will show the budget amount, the year to date spending and the balance of the budget in both the revenues and expenditures.
- 1.2. Service Budgeting – The City will report actual expenditures by organization unit, department and by fund.
- 1.3. Service Priorities – Operating and Capital budgets which reflect council adopted service levels, will be prepared by the City Manager and reviewed by the Finance Committee consistent with the following municipal service priorities:
 - 1.3.1. Service level 1. Preserve the public safety system, which includes the police, and the intergovernmental human services program.
 - 1.3.2. Service level 2. Maintain and replace the City's fixed assets, which include equipment, infrastructure and facilities so as to optimize their useful life.
 - 1.3.3. Service level 3. Maintain and enhance efficiency of administrative support and community planning systems in order to provide efficient and effective business management service and orderly community growth.
- 1.4. Operating and Capital Budgets – The relationship between the Operating and Capital budgets will be explicitly recognized and incorporated into the budget process. Funding for the Operating and Capital budgets shall be sufficient to provide for operating services and maintenance or enhancement of fixed assets needed to support City services.
- 1.5. New Program Funding – Prior to authorizing funds for a new program, Council will receive an estimate of fiscal impact from the City Manager.
- 1.6. Balanced Operating Budget – The City shall adopt a balanced budget where operating revenues are equal to, or exceed operating expenditures. Any increase in expenses, decrease in revenues, or combination of the two that would result in a budget imbalance will require budget revision, rather than spending unappropriated surplus or designated reserves to support ongoing operations. Any year end operating surpluses will revert to unappropriated balances for use in maintaining reserve levels set by policy and the balance will be available for capital projects and/or "one-time only" General Fund expenditures.
 - 1.6.1. Special Revenue Funds are supported by special levies and fees, grants or intergovernmental revenues. Expenditures in these funds are strictly limited to the mandates of the funding sources. Special Revenue funds are not to be used to subsidize other funds, except as required or permitted by program regulations.
 - 1.6.2. Enterprise Funds are expected to derive a majority of their revenue from charges and user fees. Enterprise funds should strive to be self-supporting entities through annual reviews of its fee structure, charges for services, and other operating revenues and expenditures.
 - 1.6.3. Internal Service Funds shall levy sufficient charges and rate schedule to support operations of the funds. No trend of operating deficits shall be allowed.
- 1.7. Budget Document – The operating budget shall serve as the annual financial plan for the City. It will serve as the policy document of the City Council for implementing Council goals and objectives. The budget shall provide the staff the resources necessary to accomplish City Council determined service levels.

2. Accounting and Financial Practices Policies

- 2.1. Fund Management - The City will manage its funds as independent financial entities in accordance with the Washington State Budget Accounting Reporting System (BARS).
- 2.2. Accounting and Financial Reporting System – The City will maintain an accounting and financial reporting system that will allow reporting in conformance with Generally Accepted Accounting Principles and Washington State Budget Accounting Reporting System, and will

CITY OF ELLENSBURG, WASHINGTON

issue a comprehensive Annual Financial Report each fiscal year.

- 2.3. Cost Allocation Plan - The City will annually prepare an internal Cost Allocation Plan (CAP). The CAP's purpose is to determine the cost of providing central business management services, or indirect costs, to the City's various funds. These indirect costs will be recovered from Non-General funds through the Central Services Allocation (CSA). This practice ensures the cost of General Fund central business management services are paid by the Non-General fund receiving those services.
- 2.4. Enterprise Funds – The City will establish enterprise funds to administer programs that receive their principal revenues from user charges in order to facilitate rate setting for cost recovery and provide information to determine the efficiency and effectiveness of operations.
- 2.5. Reserve Funds – Resolution 2011-20. Each fund, as appropriate, will maintain an emergency reserve fund to meet unanticipated requirements during the budget year.
- 2.6. Unappropriated Ending Fund Balance – In order to maintain a prudent level of reserves in the General Fund to be able to meet the cash requirement of the fund between June and November when the majority of the property tax revenues are received, the City shall target 15% of the annual operating expenditure budget as the reserve balance.
- 2.7. Cash Balancing and Financing – The fund will maintain an adequate cash balance, borrow internally from another City fund, or, as a last resort, borrow externally to provide adequate cash flow requirements at a reasonable cost.

3. Investment Policy (Resolution 2011-19)

3.1. The objective

- 3.1.1. Safety – Safety of the principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To obtain this objective, diversification is required in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.
- 3.1.2. Liquidity – The investment portfolio of the City will remain sufficiently liquid to enable the City to meet all operating requirements, which might be reasonably anticipated.
- 3.1.3. Yield – The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the City's investment risk constraints and the cash flow characteristics of the portfolio.

3.2. Authorized and Suitable Investments

- 3.2.1. The City of Ellensburg is empowered by RCW 35A.40.050 to invest in the following types of securities:
 - 3.2.1.1. United States bonds;
 - 3.2.1.2. United States certificate of indebtedness;
 - 3.2.1.3. Federal Home Loan Bank notes, Federal Land Bank bonds, Federal National Mortgage Association notes, or the obligations of any other government sponsored corporation whose obligations are or may become eligible as a collateral for advances to member banks;
 - 3.2.1.4. Bankers acceptances purchased on the secondary market;
 - 3.2.1.5. Bonds or warrants of the State of Washington;
 - 3.2.1.6. General obligation or utility revenue bonds or warrants of its own or of any other city or town in the state;
 - 3.2.1.7. Its own bonds or warrants of a local improvement district which are within the protection of the local improvement guaranty fund law;
 - 3.2.1.8. Savings or time accounts in designated qualified public depositories;
 - 3.2.1.9. The Washington State Local Government Investment Pool; and
 - 3.2.1.10. In any other investments authorized by law for any other taxing districts.

CITY OF ELLENSBURG, WASHINGTON

4. Revenues and Collection Policies

- 4.1. Revenue Base – The City will work to diversify the supporting revenue base in the General Fund.
- 4.2. Non-Recurring Revenue – Except for the local option levies approved by the voters, the City will use non-recurring revenue on limited-duration services, capital projects, equipment requirements, or services that can be terminated without significant disruption to the community or City organization.
- 4.3. Past Due and Delinquent Utility Revenues –
 - 4.3.1. Monthly accounts are due and payable within 15 days following the date of mailing of the bill.
 - 4.3.2. If not paid by the due date, the entire account is deemed delinquent.
 - 4.3.3. When an account becomes delinquent, a final notice shall be sent by regular mail within five days after the due date.
 - 4.3.4. If there is no response to the mailed final notice, a tag for disconnect shall be delivered within 48 hours to the service address of the consumer giving 48 hours' notice of pending disconnection for said service address.
 - 4.3.5. If there is no response to the tag for disconnect, the service shall be disconnected for said service address. [Ord. 3434 § 2, 1984; Ord. 3411 § 1, 1983.]

5. Capital Improvement Policies

- 5.1. Capital Improvement Program – The City shall make the Capital Improvement Program part of its annual budget. Operating funds to maintain capital improvements and to fund additional staff and service needs will be estimated and identified prior to making a decision to undertake specific capital improvements (Res 2007-20).

6. Debt and Bond Policies

- 6.1. Revenue Bonds – Whenever a service is an enterprise or utility-based operation and where the ratepayer directly benefits, the City will work to finance the capital improvements by using self-supporting revenue bonds, which at the discretion of the Council may also be General Obligation backed if determined to be in the best interest of the City.
- 6.2. General Obligation Bond – The City may pledge its full faith and credit to fund the capital projects in the general government after an appropriate repayment plan has been developed and appropriate revenue source identified.
 - 6.2.1. Non-voted GO Bond -The City Council may authorize the issuance of general obligation debt up to 1.5% of the City's assessed value without a vote of the public as long as there is an available source of funding to pay the debt service.
 - 6.2.2. Voted GO Bond - The City Council may place any general obligation debt issue before the electorate. According to State law, if a debt issue is placed before the City's electorate, it must receive a 60% or greater yes vote and have a turnout of at least 40% of those voting at the previous general election. Voted issues are limited to capital purposes only.
- 6.3. Bond Rating – City will seek to maintain, and, if possible, improve its bond rating in order to lower its borrowing cost and preserve its access to the credit market.

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CITY OF ELLENSBURG, WASHINGTON

Budget Summary

2013-2014 Biennial Budget

CITY OF ELLENSBURG, WASHINGTON

ORDINANCE NO. 4622

AN ORDINANCE ADOPTING THE 2013-2014 BIENNIAL BUDGET FOR THE CITY OF ELLENSBURG, WASHINGTON.

WHEREAS, State law, Chapter 35A.34 RCW, provides the legislative body of any code city the authority by ordinance to elect to have a two-year fiscal biennium budget in lieu of an annual budget; and

WHEREAS, Ordinance No. 4592 adopted by the City of Ellensburg on May 16, 2011 established the two-year fiscal biennium budget beginning January 1, 2013 and requires thereafter that a two-year fiscal biennial budget be prepared, considered and adopted under the provisions of Chapter 35A.34 RCW; and

WHEREAS, a Public Hearing on the preliminary biennial budget for the two-year fiscal biennium 2013-2014 was advertised and held on October 1, 2012, October 15, 2012, and November 5, 2012; and

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ELLENSBURG, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. 2013-2014 Biennial Budget Adoption. The 2013-2014 biennial budget for the City of Ellensburg for the period January 1, 2013 through December 31, 2014, as determined in the Preliminary 2013-2014 Biennial Budget and as revised per Exhibit A by the City Council, is hereby adopted.

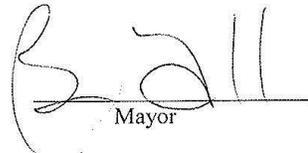
Section 2. 2013-2014 Non-Represented Salary Schedule. The 2013-2014 Non-Represented Salary Schedule, Exhibit B, is included as required by RCW 35A.34.070 and is hereby adopted.

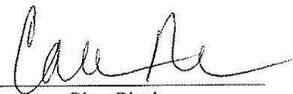
Section 3. Copies of the biennial budget to be filed. The City Clerk is directed to keep a complete copy of the final 2013-2014 biennial budget, as adopted, together with a copy of the adopting ordinance, on file in the City Clerk's office, and a copy shall be transmitted by the City Clerk to the Division of Municipal Corporations of the Office of the State Auditor and to the Association of Washington Cities as required by RCW 35A.34.120.

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

Section 5. Effective Date. This ordinance, being an exercise of a power specifically delegated to the City legislative body, is not subject to referendum, and shall take effect five (5) days after passage and publication of the ordinance or a summary thereof consisting of the title.

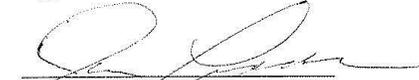
The foregoing ordinance was passed and adopted at a regular meeting of the City Council on the 19th day of November, 2012.


Mayor

Attest: 
City Clerk

CITY OF ELLENSBURG, WASHINGTON

Approved as to form:



City Attorney

Publish: November 23, 2012

I, Coreen M. Reno, City Clerk of said City, do hereby certify that Ordinance No. 4622 is a true and correct copy of said Ordinance of like number of said City as the same was passed by said Council, and that Ordinance No. 4622 was published as required by law.



COREEN M. RENO, CMC

CITY OF ELLENSBURG, WASHINGTON

Exhibit A Summary of Revenues and Expenditures-All Funds

FUND/DEPARTMENT	Beg. Fund Balance	2013 Revenues	2013 Expenditures	End. Fund Balance
General Fund				
City General	2,588,157	8,067,948	1,286,804	9,369,301
Finance		1,437,928	1,515,432	
Administration		417,561	772,017	
Police		151,603	4,121,554	
Community Development		469,676	994,062	
Engineering		682,714	831,429	
Parks & Recreation		469,256	1,976,344	
Library		154,450	961,757	
Total General Fund	2,588,157	11,851,136	12,459,399	1,979,894
Special Revenue Funds:				
Street	614,267	1,459,603	1,669,889	403,981
Arterial Street	659,668	1,279,722	1,568,000	371,390
Traffic Impact Fee	416,017	31,800	326,800	121,017
Criminal Justice	93,967	614,400	685,212	23,155
Drug	46,075	0	40,000	6,075
Sales Tax	901,332	3,105,000	2,796,703	1,209,629
CATV Operations & Maintenance	76,000	72,000	74,820	73,180
CATV Capital	132,800	26,100	36,100	122,800
Police Equipment Reserve	60,014	30,000	52,000	38,014
Park Acquisitions	42,227	36,800	0	79,027
Lodging Tax	443,935	371,610	453,975	361,570
CHIP Reserve	7,402	0	0	7,402
EUREDRF	0	130,000	130,000	0
Special Project	2,011	0	0	2,011
Total Special Revenue Funds	3,495,715	7,157,035	7,833,499	2,819,251
Debt Service Funds				
2010 Maintenance Bond	40,000	225,303	225,303	40,000
Library Bond Debt	43,960	153,405	153,405	43,960
Total Debt Service Funds	83,960	378,708	378,708	83,960
Capital Project Funds				
General Capital Project	66,252	0	11,500	54,752
Sidewalk Improvements	184,088	100,400	95,000	189,488
Total Capital Project Funds	250,340	100,400	106,500	244,240
Trust & Agency Funds				
Library Trust	251,368	7,500	8,800	250,068
Fire Relief & Pension Trust	406,852	157,581	171,811	392,622
Total Trust & Agency Funds	658,220	165,081	180,611	642,690
Enterprise Funds				
Stormwater	865,929	1,021,575	1,200,069	687,435
I-Net	107,000	70,150	40,000	137,150
Gas	9,414,092	7,404,422	7,504,461	9,314,053
Light	6,286,220	14,902,017	15,048,787	6,139,450
Water	6,440,405	4,097,688	4,733,797	5,804,296
Water Construction	561,125	2,599,450	3,060,000	100,575
Sewer	8,315,846	3,692,710	3,316,134	8,692,422
Sewer Construction	153,756	0	153,756	0
Total Enterprise Funds	32,144,373	33,788,012	35,057,004	30,875,381
Internal Service Funds				
Shop & Equipment	5,565,097	1,481,574	1,648,932	5,397,739
Health Insurance	754,892	1,857,563	1,700,479	911,976
Risk Management	54,817	754,308	744,588	64,537
IT Fund	618,926	674,541	823,783	469,684
Total Internal Service Funds	6,993,732	4,767,986	4,917,782	6,843,936
Grand Total	\$46,214,497	\$58,208,358	\$60,933,503	\$43,489,352

CITY OF ELLENSBURG, WASHINGTON

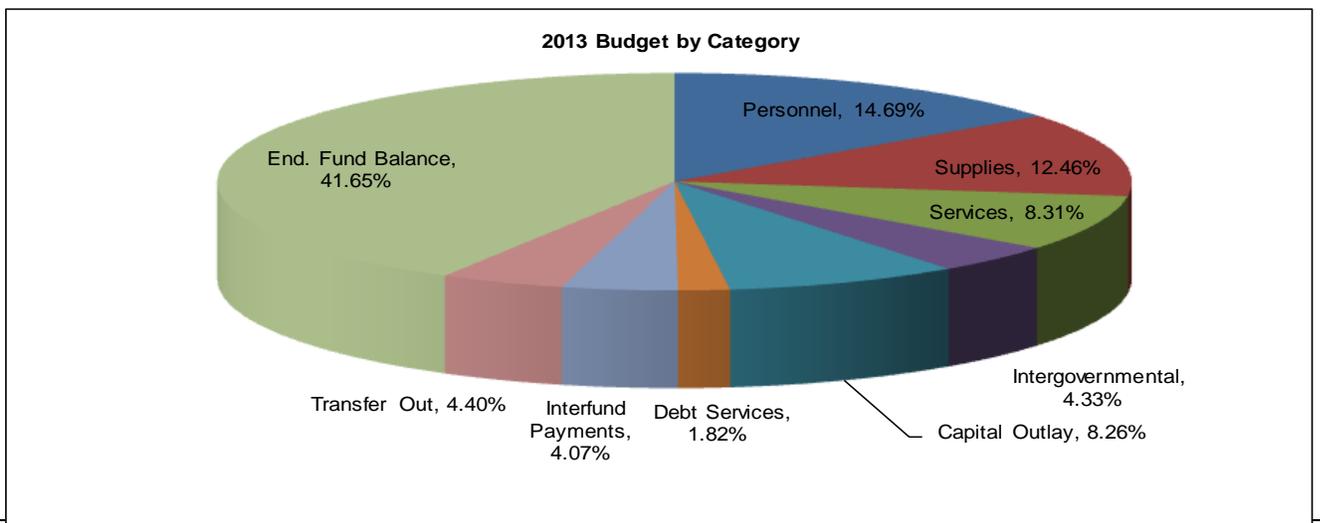
Exhibit A Summary of Revenues and Expenditures-All Funds

FUND/DEPARTMENT	Beg. Fund Balance	2014 Revenues	2014 Expenditures	End. Fund Balance
General Fund				
City General	2,353,009	8,071,010	1,187,916	9,236,103
Finance		1,465,417	1,538,469	
Administration		425,914	780,620	
Police		151,603	4,228,270	
Community Development		222,101	754,771	
Engineering		693,513	845,172	
Parks & Recreation		476,473	1,988,056	
Library		154,450	975,020	
Total General Fund	2,353,009	11,660,481	12,298,294	1,715,196
Special Revenue Funds:				
Street	403,981	1,453,901	1,653,816	204,066
Arterial Street	371,390	2,793,051	3,119,000	45,441
Traffic Impact Fee	121,017	31,800	152,800	17
Criminal Justice	23,155	614,400	627,698	9,857
Drug	6,075	0	6,075	0
Sales Tax	1,209,629	2,805,000	3,815,903	198,726
CATV Operations & Maintenance	73,180	62,000	65,000	70,180
CATV Capital	122,800	14,100	14,600	122,300
Police Equipment Reserve	38,014	30,000	47,000	21,014
Park Acquisitions	79,027	36,800	0	115,827
Lodging Tax	361,570	375,316	375,316	361,570
CHIP Reserve	7,402	0	0	7,402
EUREDRF	0	100,000	100,000	0
Special Project	2,011	0	0	2,011
Total Special Revenue Funds	2,819,251	8,316,368	9,977,208	1,158,411
Debt Service Funds				
2010 Maintenance Bond	40,000	206,953	206,953	40,000
Library Bond Debt	43,960	159,937	159,937	43,960
Total Debt Service Funds	83,960	366,890	366,890	83,960
Capital Project Funds				
General Capital Project	54,752	0	0	54,752
Sidewalk Improvements	189,488	100,400	215,000	74,888
Total Capital Project Funds	244,240	100,400	215,000	129,640
Trust & Agency Funds				
Library Trust	250,068	7,500	8,800	248,768
Fire Relief & Pension Trust	392,622	157,581	164,672	385,531
Total Trust & Agency Funds	642,690	165,081	173,472	634,299
Enterprise Funds				
Stormwater	687,435	583,007	670,860	599,582
I-Net	137,150	70,150	40,000	167,300
Gas	9,314,053	7,551,840	7,522,527	9,343,366
Light	6,139,450	14,765,846	16,554,522	4,350,774
Water	5,804,296	4,098,258	4,521,673	5,380,881
Water Construction	100,575	750,000	750,000	100,575
Sewer	8,692,422	3,692,710	3,313,696	9,071,436
Total Enterprise Funds	30,875,381	31,511,811	33,373,278	29,013,914
Internal Service Funds				
Shop & Equipment	5,397,739	1,482,474	1,533,211	5,347,002
Health Insurance	911,976	1,934,081	1,700,479	1,145,578
Risk Management	64,537	754,308	744,588	74,257
IT Fund	469,684	642,490	694,790	417,384
Total Internal Service Funds	6,843,936	4,813,353	4,673,068	6,984,221
Grand Total	\$43,862,467	\$56,934,384	\$61,077,210	\$39,719,641

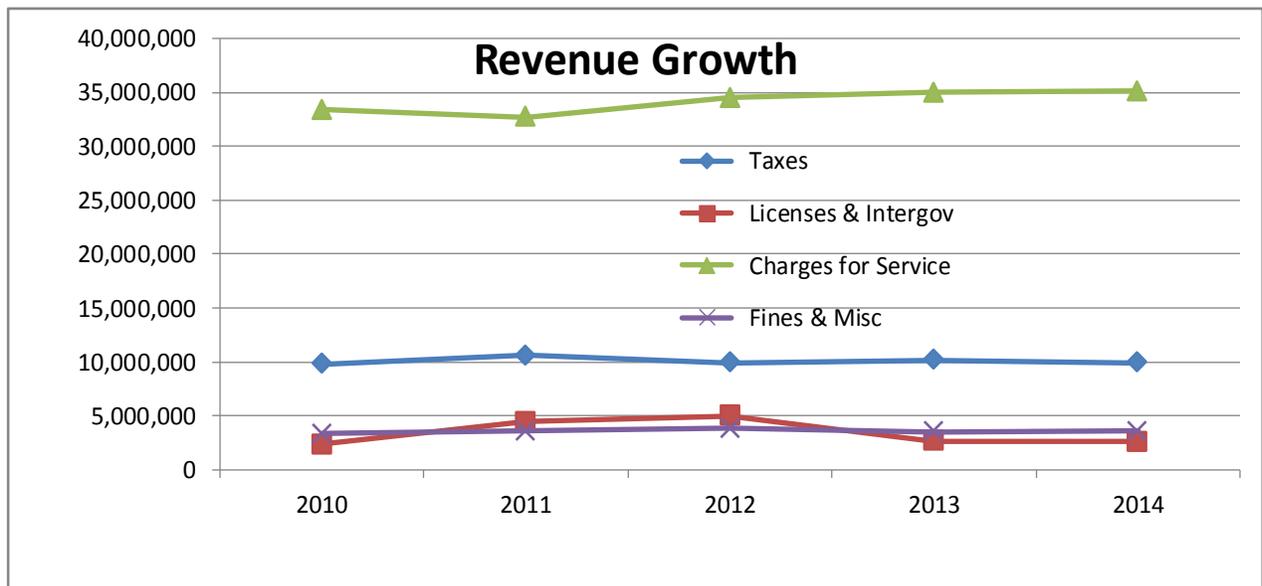
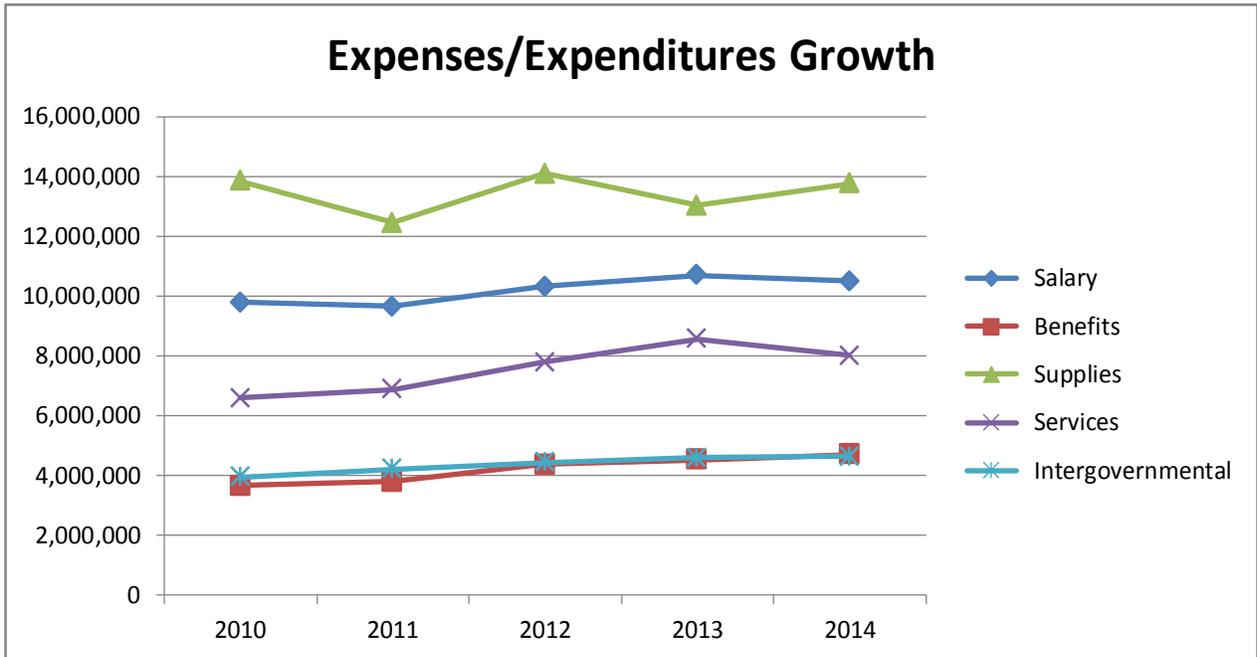
CITY OF ELLENSBURG, WASHINGTON

Summary of Major Revenues, Expenditures, Other Financing Sources and Uses

	2010	2011	2012	2013	2014
	Actual	Actual	Revised Budget	Budget	Budget
Revenue					
Taxes 310 - 319	\$9,796,506	\$10,611,520	\$9,953,802	\$10,195,296	\$9,928,040
Licenses & Permits 320 -329	490,296	323,744	275,350	274,950	274,950
Intergovernmental 330 - 339	1,889,525	4,106,141	4,663,226	2,394,563	2,338,542
Charges for Services 340 - 349	33,373,247	32,737,179	34,517,625	34,997,040	35,094,525
Fines & Forfeits 350 - 359	230,214	110,907	81,800	81,800	81,800
Misc 360 - 369	3,126,779	3,456,238	3,918,710	3,436,626	3,511,624
Total Revenues	\$48,906,566	\$51,345,730	\$53,410,513	\$51,380,275	\$51,229,481
Expenditures					
Salary	\$9,777,540	\$9,653,608	\$10,324,786	\$10,746,381	\$10,586,620
Benefits	3,649,526	3,784,922	4,373,909	4,597,437	4,789,479
Supplies	13,853,655	12,451,817	14,082,181	13,013,307	13,757,270
Services	6,583,274	6,883,873	8,066,339	8,682,033	8,099,822
Intergovernmental	3,952,800	4,213,511	4,539,084	4,523,583	4,516,045
Capital Outlay	1,324,479	3,978,203	15,508,011	8,626,247	8,132,410
Debt Services	1,826,877	1,685,150	11,747,721	1,897,810	1,897,166
Interfund Payments	4,161,005	4,249,338	4,697,097	4,247,552	4,273,495
Depreciation	0	0	0	0	0
Total Expenditures	\$45,129,155	\$46,900,422	\$73,339,128	\$56,334,350	\$56,052,307
Excess of Rev. over Exp.	\$3,777,411	\$4,445,308	(\$19,928,615)	(\$4,954,075)	(\$4,822,826)
Other Financing Sources(uses)					
Other Receipts/Sale of Assets	\$433,418	\$59,784	\$1,328,127	\$5,500	\$5,500
Transfers-In	15,625,968	4,507,425	4,917,029	4,659,153	5,024,903
Transfers-Out	(15,615,887)	(4,507,425)	(4,450,453)	(4,599,153)	(5,024,903)
Loan/Bond Receipts	2,947,521	1,748,912	7,760,166	2,163,430	674,500
Excess of Rev. over Exp. & OFSU	\$7,168,430	\$6,254,004	(\$10,373,746)	(\$2,725,145)	(\$4,142,826)
Beginning Fund Balance	56,201,588	4,633,693	56,496,793	46,214,497	43,862,467
Prior Period Adjustments	6,451,292	0	0	0	0
Ending Fund Balance	\$69,821,310	\$10,887,697	\$46,123,047	\$43,489,352	\$39,719,641



CITY OF ELLENSBURG, WASHINGTON



Our revenue growth has been very stable despite the unpredictable economy as shown above.

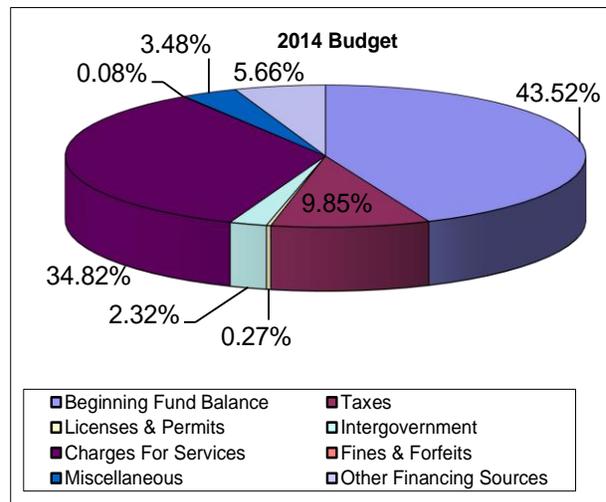
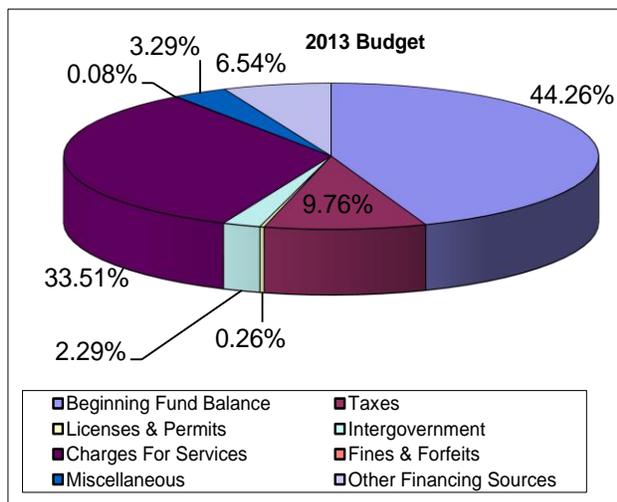
CITY OF ELLENSBURG, WASHINGTON

FY 2013-2014 Biennial Budget Summary

The total 2013 budget for the City is **\$104,422,855**, and **\$100,796,851** for 2014. When the Beginning Fund Balance and other sources are omitted, the net **revenue** budget is \$51,380,275 for 2013 and \$51,229,481 for 2014. This is an average decrease of \$2.11 million per year from the FY 2012 budget, a 3.94% decrease. The major decrease is in the “Intergovernmental”, which is due to the decrease in Grant funded projects, such as the Dolarway project. The liquor excise tax decrease in 2013, the loss of the liquor excise tax in 2014, and the large decrease of liquor board profits in 2013 and 2014 also play a role in the decline of “Intergovernmental” revenue. “Taxes” is seeing a decrease in 2014 for sales tax. With no new big construction projects on the horizon, we expect to see a decline in sales tax.

Summary of Total City Revenues by Sources

	2012		2013		%	2014		%
	<u>Revised Budget</u>	<u>%</u>	<u>Budget</u>	<u>%</u>	<u>Change</u>	<u>Budget</u>	<u>%</u>	<u>Change</u>
Beginning Fund Balance	56,496,793	46.20%	46,214,497	44.26%	-18.20%	43,862,467	43.52%	-5.09%
Taxes	9,953,802	8.14%	10,195,296	9.76%	2.43%	9,928,040	9.85%	-2.62%
Licenses & Permits	275,350	0.23%	274,950	0.26%	-0.15%	274,950	0.27%	0.00%
Intergovernment	4,663,226	3.81%	2,394,563	2.29%	-48.65%	2,338,542	2.32%	-2.34%
Charges For Services	34,517,625	28.22%	34,997,040	33.51%	1.39%	35,094,525	34.82%	0.28%
Fines & Forfeits	81,800	0.07%	81,800	0.08%	0.00%	81,800	0.08%	0.00%
Miscellaneous	3,918,710	3.20%	3,436,626	3.29%	-12.30%	3,511,624	3.48%	2.18%
Other Financing Sources:	12,387,920	10.13%	6,828,083	6.54%	-44.88%	5,704,903	5.66%	-16.45%
Total	\$ 122,295,226	100.00%	\$104,422,855	100.00%	-14.61%	\$100,796,851	100.00%	-3.47%



The 44.8% decrease in the “Other Financing Sources” in 2013 is due to the sale of land and interfund loans budgeted in 2012. This land sale and interfund loans were used to defease the 2001 GO Land Bond and the 2002 GO City Hall Bond, and to purchase the Hubble building. The 16.45% decrease in the “Other Financing Sources” in 2014 is due to the \$1.5 million public works trust fund loan budgeted for 2013.

CITY OF ELLENSBURG, WASHINGTON

Revenue Source by Fund and Category:

2013	Taxes	Licenses	Intergovt Revenue	Charges for Services	Fines & Forfeits	Misc	Total	Other	Total
		& Permits					Operating Revenues	Financing Sources	
General	\$5,769,181	\$271,350	\$627,915	\$3,323,198	\$81,800	\$206,292	\$10,279,736	\$1,571,400	\$11,851,136
Street	0	0	257,503	81,000	0	1,100	339,603	1,120,000	1,459,603
Arterial	0	3,600	890,622	0	0	500	894,722	385,000	1,279,722
Traffic Impact Fee	0	0	0	31,500	0	300	31,800	0	31,800
Criminal Justice	614,000	0	0	0	0	400	614,400	0	614,400
Drug	0	0	0	0	0	0	0	0	0
Sales Tax	3,100,000	0	0	0	0	5,000	3,105,000	0	3,105,000
CATV Operations	62,000	0	0	0	0	0	62,000	10,000	72,000
CATV Capital	26,100	0	0	0	0	0	26,100	0	26,100
Police Equipment	0	0	0	0	0	0	0	30,000	30,000
Parks Acquisition	0	0	1,800	35,000	0	0	36,800	0	36,800
Lodging Tax	370,610	0	0	0	0	1,000	371,610	0	371,610
EURERF	0	0	0	0	0	0	0	130,000	130,000
Spec. Project	0	0	0	0	0	0	0	0	0
G.O. Land Bond	0	0	0	0	0	0	0	0	0
City Hall Bond	0	0	0	0	0	0	0	0	0
Maintenance Bond	0	0	0	0	0	0	0	225,303	225,303
Library bond	153,405	0	0	0	0	0	153,405	0	153,405
G.O. Bond	0	0	0	0	0	0	0	0	0
Capital Projects	0	0	0	0	0	0	0	0	0
Sidewalk	100,000	0	0	0	0	400	100,400	0	100,400
Stormwater	0	0	450,000	571,325	0	250	1,021,575	0	1,021,575
I-Net	0	0	50,723	19,277	0	150	70,150	0	70,150
Gas	0	0	0	7,400,922	0	3,500	7,404,422	0	7,404,422
Light	0	0	100,000	14,483,943	0	73,074	14,657,017	245,000	14,902,017
Water	0	0	0	3,856,758	0	12,000	3,868,758	2,828,380	6,697,138
Sewer	0	0	0	3,472,610	0	7,600	3,480,210	212,500	3,692,710
Shop	0	0	0	293,658	0	1,182,416	1,476,074	5,500	1,481,574
Health Insurance	0	0	0	0	0	1,792,563	1,792,563	65,000	1,857,563
IT	0	0	0	673,541	0	1,000	674,541	0	674,541
Risk Management	0	0	0	754,308	0	0	754,308	0	754,308
Library Trust	0	0	0	0	0	7,500	7,500	0	7,500
Fire Relief	0	0	16,000	0	0	141,581	157,581	0	157,581
Total	\$10,195,296	\$274,950	\$2,394,563	\$34,997,040	\$81,800	\$3,436,626	\$51,380,275	\$6,828,083	\$58,208,358

CITY OF ELLENSBURG, WASHINGTON

2014	Taxes	Licenses & Permits	Intergovt Revenue	Charges for Services	Fines & Forfeits	Misc	Total Operating Revenues	Other Financing Sources	Total
General	\$5,803,687	\$271,350	\$330,267	\$3,387,610	\$81,800	\$206,817	\$10,081,531	\$1,578,950	\$11,660,481
Street	0	0	251,801	81,000	0	1,100	333,901	1,120,000	1,453,901
Arterial	0	3,600	1,637,951	0	0	500	1,642,051	1,151,000	2,793,051
Traffic Impact	0	0	0	31,500	0	300	31,800	0	31,800
Criminal Just	614,000	0	0	0	0	400	614,400	0	614,400
Drug	0	0	0	0	0	0	0	0	0
Sales Tax	2,800,000	0	0	0	0	5,000	2,805,000	0	2,805,000
CATV Operat	62,000	0	0	0	0	0	62,000	0	62,000
CATV Capital	14,100	0	0	0	0	0	14,100	0	14,100
Police Equipr	0	0	0	0	0	0	0	30,000	30,000
Parks Acquis	0	0	1,800	35,000	0	0	36,800	0	36,800
Lodging Tax	374,316	0	0	0	0	1,000	375,316	0	375,316
EURERF	0	0	0	0	0	0	0	100,000	100,000
Spec. Project	0	0	0	0	0	0	0	0	0
G.O. Land Bd	0	0	0	0	0	0	0	0	0
City Hall Bon	0	0	0	0	0	0	0	0	0
Maintenance	0	0	0	0	0	0	0	206,953	206,953
Library bond	159,937	0	0	0	0	0	159,937	0	159,937
G.O. Bond	0	0	0	0	0	0	0	0	0
Capital Projec	0	0	0	0	0	0	0	0	0
Sidewalk	100,000	0	0	0	0	400	100,400	0	100,400
Stormwater	0	0	0	582,752	0	255	583,007	0	583,007
I-Net	0	0	50,723	19,277	0	150	70,150	0	70,150
Gas	0	0	0	7,548,340	0	3,500	7,551,840	0	7,551,840
Light	0	0	50,000	14,390,222	0	70,624	14,510,846	255,000	14,765,846
Water	0	0	0	3,856,758	0	11,500	3,868,258	980,000	4,848,258
Sewer	0	0	0	3,472,610	0	7,600	3,480,210	212,500	3,692,710
Shop	0	0	0	293,658	0	1,183,316	1,476,974	5,500	1,482,474
Health Insura	0	0	0	0	0	1,869,081	1,869,081	65,000	1,934,081
IT	0	0	0	641,490	0	1,000	642,490	0	642,490
Risk Manage	0	0	0	754,308	0	0	754,308	0	754,308
Library Trust	0	0	0	0	0	7,500	7,500	0	7,500
Fire Relief	0	0	16,000	0	0	141,581	157,581	0	157,581
Total	\$9,928,040	\$274,950	\$2,338,542	\$35,094,525	\$81,800	\$3,511,624	\$51,229,481	\$5,704,903	\$56,934,384

CITY OF ELLENSBURG, WASHINGTON

Beginning Fund Balance

This is the estimate of funds remaining unspent at the end of the previous budget year and may be available for use in the following budget year. This amount will fluctuate annually depending on the amount of reserves, under and over collection of revenues, and under and over expenditure of appropriations. Fund balance is made up of nonspendable fund balance, restricted fund balance, committed fund balance, assigned fund balance, and unassigned fund balance.

- Nonspendable fund balance - portion of net resources that is not spendable because of their form i.e. equipment, receivables, or investment.
- Restricted fund balance - portion of the net resources with limitations imposed by creditors, grantors, or law i.e. bond reserve.
- Committed fund balance – portion of the net resources with limitations set by the City Council prior to the end of the year. It will require the action of the same Council to use the resources i.e. cashflow reserve, emergency reserve established by Council’s resolution. The City Council approved maintaining a 20% cash flow reserve for General Fund, Enterprise funds and Internal Service funds.
- Assigned fund balance – portion of the net resources with limitation resulting from intended use established by the Ellensburg’s City Council i.e. portion intended to use to fund City’s new park.
- Unassigned fund balance – residual of the net resources after all the others (nonspendable, restricted, committed, and assigned fund balances) have been subtracted from the total fund balance. This is often referred to as budgetable or spendable fund balance.

The classification outlined above is more critical in the Enterprise funds where the City of Ellensburg has major investments in fixed assets, outside legally enforceable restrictions on the cash through the bond agreements, investments, large average account receivable balances, and high dollar amount of product purchases like gas purchases for resale or electric purchases.

The beginning fund balance is the budget for individual funds. The City of Ellensburg looks to the future with great hope that our fund balance will grow and we will be able to meet or exceed our target fund balance because of our expected revenues and the steps we have taken to control our expenses.

The current policy sets the Fund balances at 20% of appropriations, of the fund. The Council may also elect to temporarily reduce this percentage with the average cashflow need in mind. The proposed budget is presented with the use of fund balance and less than 20% ending fund balance in the General Fund.

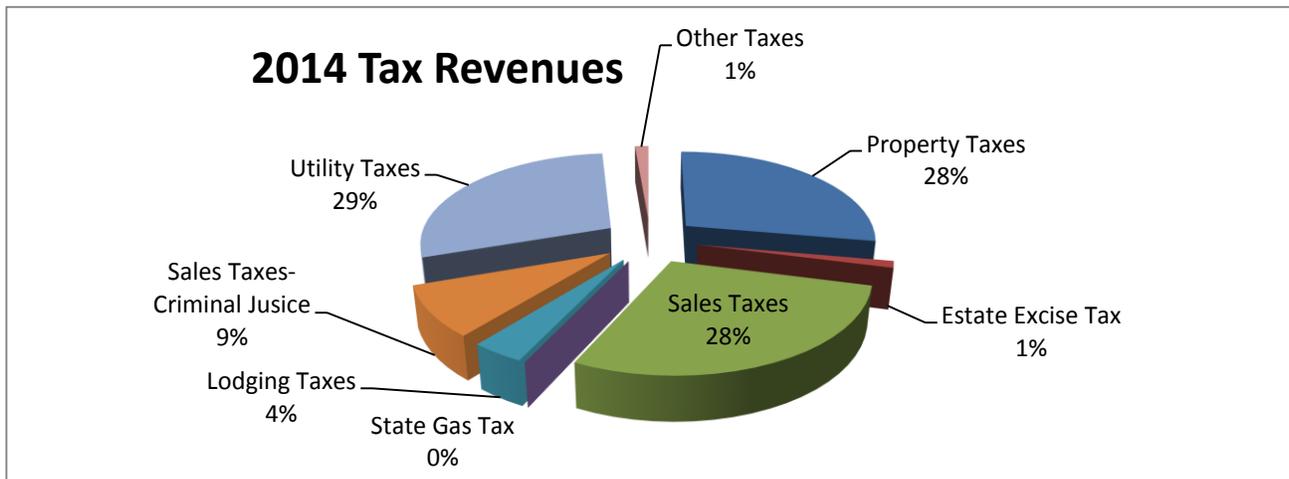
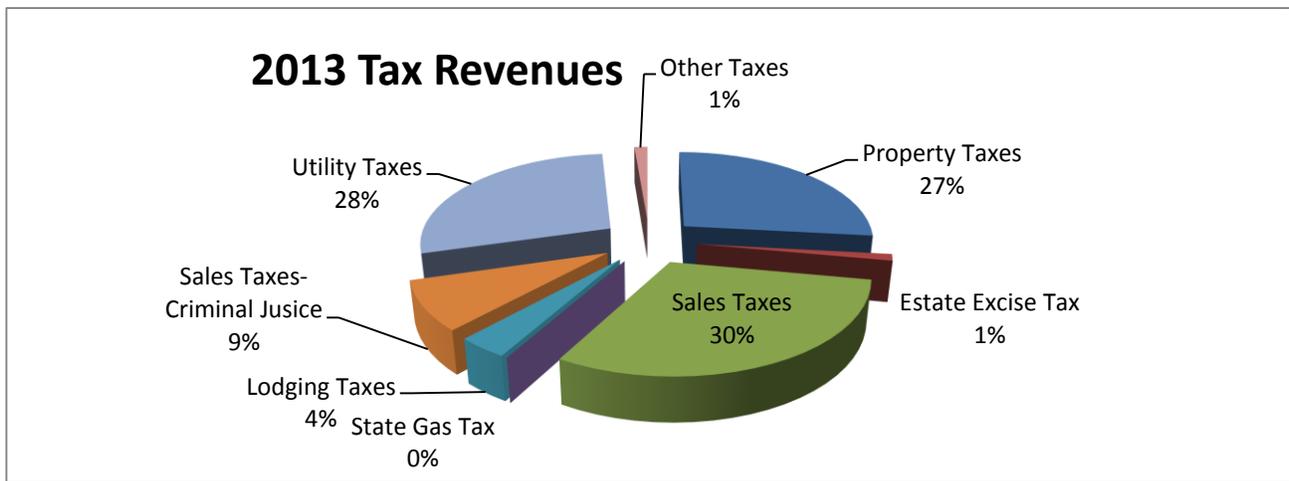
CITY OF ELLENSBURG, WASHINGTON

MAJOR REVENUES

TAXES

Taxes breakdown:

	2012		2013		2014	
	<u>Revised Budget</u>	<u>%</u>	<u>Budget</u>	<u>%</u>	<u>Budget</u>	<u>%</u>
Property Taxes	2,691,520	27.04%	2,723,744	26.72%	2,755,979	27.76%
Estate Excise Tax	96,000	0.96%	116,000	1.14%	116,000	1.17%
Sales Taxes	3,050,000	30.64%	3,100,000	30.41%	2,800,000	28.20%
Distressed County Sales Tax	0	0.00%	0	0.00%	0	0.00%
Lodging Taxes	325,000	3.27%	370,610	3.64%	374,316	3.77%
Sales Taxes-Criminal Justice	801,824	8.06%	875,824	8.59%	875,824	8.82%
Utility Taxes	2,791,358	28.04%	2,876,018	28.21%	2,872,821	28.94%
Other Taxes	198,100	1.99%	133,100	1.31%	133,100	1.34%
\$	9,953,802	100.00%	\$ 10,195,296	100.00%	9,928,040	100.00%



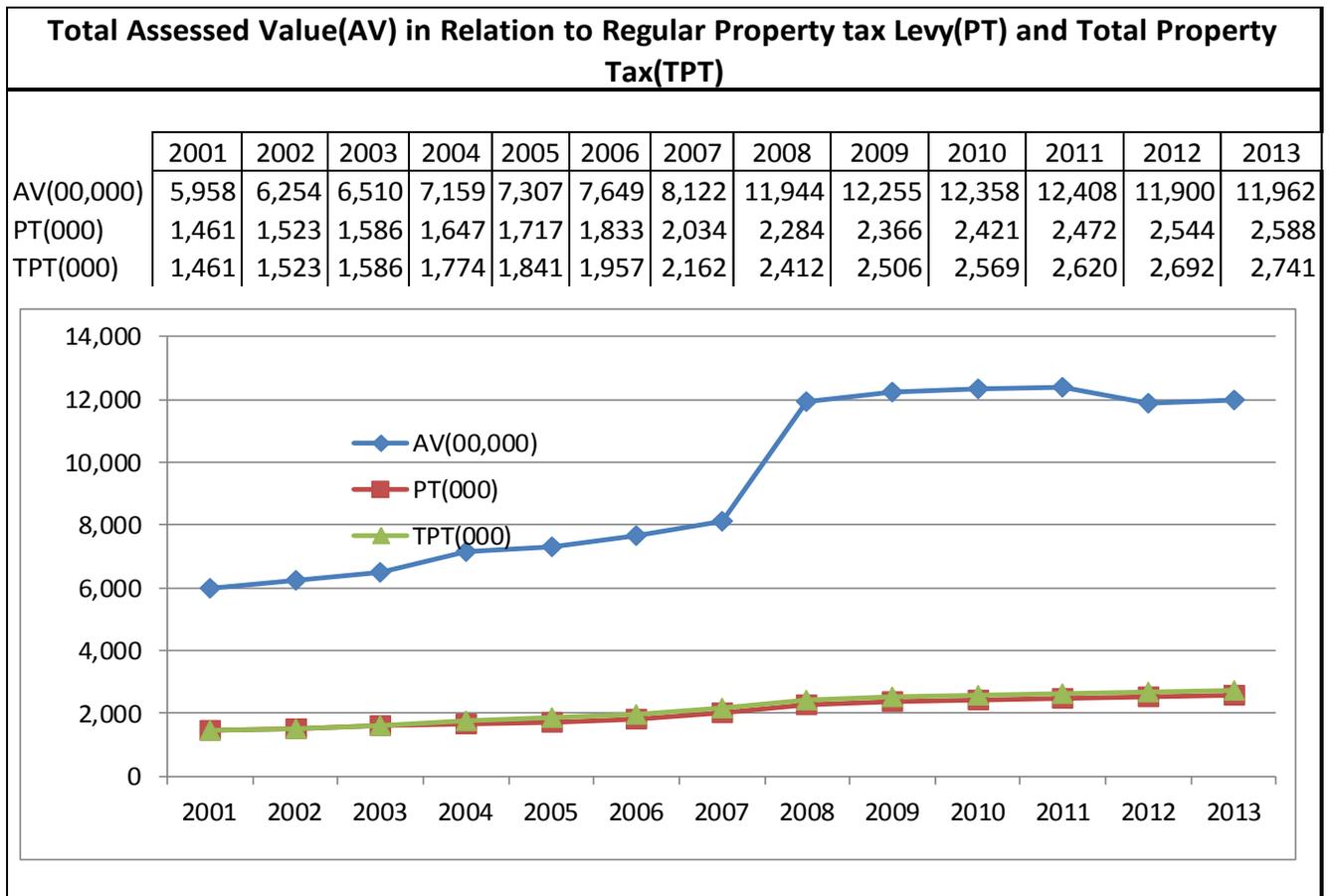
Property tax

Property tax accounts for 5% of the total revenue (\$2,723,744 out of \$51,380,275 in 2013), and (\$2,755,979 out of \$51,229,481 in 2014). The tax revenue (\$10,195,296 for 2013) and (\$9,928,040 for 2014) accounts for over 19% of the total net revenue. Property tax revenue is expected to remain stable through 2014 despite the national economic down-turn. The real estate market in Ellensburg seems to be more stable than the national market; the price of real estate appears to remain

CITY OF ELLENSBURG, WASHINGTON

relatively calm. The City's properties are valued every four years by the County Assessor and was last valued in 2011 for 2012 collection. The next valuation will be 2015 for 2016 collection.

The Council decided in 2007 to use a portion of the General Fund property tax for the Fire Relief & Pension Fund in 2008-2012, and we are doing the same for 2013-2014. In order to keep the fund solvent, we hope that the Council will continue to levy this portion of the property tax to support the pension fund. This fund supports the retired fire fighters that joined the City before the State of Washington established its Law Enforcement Officers and Firefighters retirement plan. Currently we have 10 members in this program.

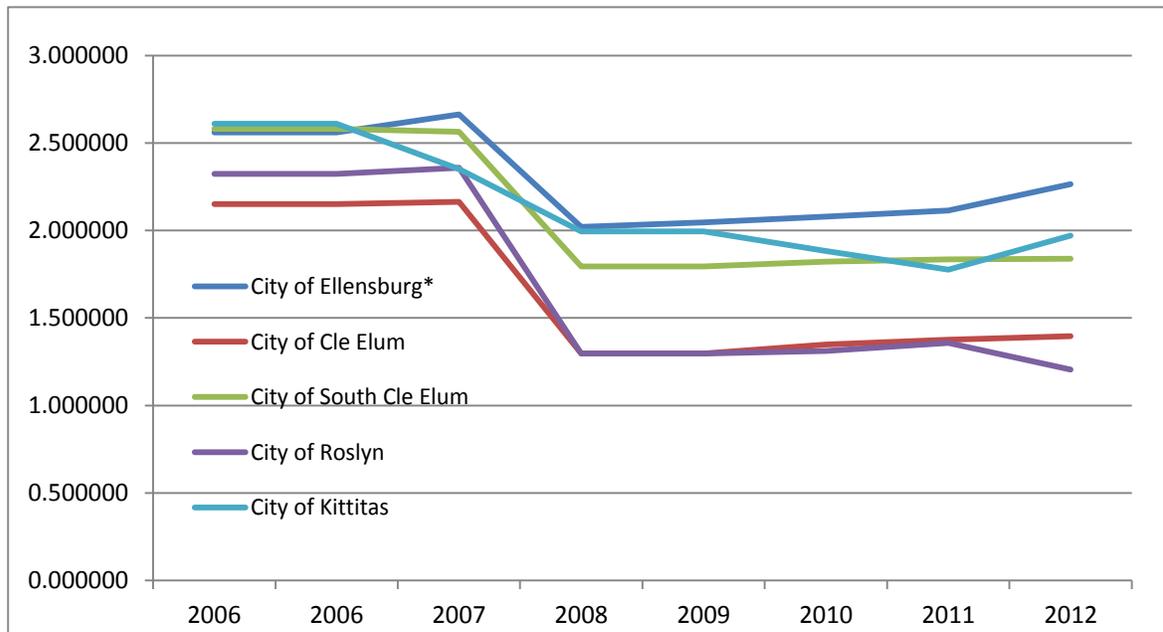


The Total Property Tax (TPT) includes the tax levied for the City Library upgrade in 2004. Also, as indicated in 2008, the City's property tax levy did not increase at the same proportion as the property assessed value.

CITY OF ELLENSBURG, WASHINGTON

	<u>2004</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>
City of Ellensburg*								
Regular	2.2998	2.396533	2.504246	1.912050	1.931010	1.959075	1.992511	2.138387
Library Bond	0.1809	0.164092	0.159064	0.107908	0.114799	0.120952	0.120657	0.125594
	<u>2.480700</u>	<u>2.560625</u>	<u>2.663310</u>	<u>2.019958</u>	<u>2.045809</u>	<u>2.080027</u>	<u>2.113168</u>	<u>2.263981</u>
City of Cle Elum								
Regular	2.649500	2.151094	2.163066	2.109708	1.297042	1.348360	1.375281	0.1396394
City of South Cle Elum								
Regular	2.967400	2.580192	2.563822	2.547625	1.794620	1.821915	1.834131	1.839269
City of Kittitas								
Regular	2.728300	2.523059	2.581964	2.621952	1.933554	1.951009	1.978741	1.970009
City of Roslyn								
Regular	2.600000	2.009424	2.054552	2.068175	1.148293	1.167010	1.186814	1.205215
Bond/100% TAV	0.361300	0.313621	0.303027	0.288462	0.148917	0.143990	0.171183	0
	<u>2.961300</u>	<u>2.323045</u>	<u>2.357579</u>	<u>2.356637</u>	<u>1.297210</u>	<u>1.311000</u>	<u>1.357997</u>	<u>1.205215</u>
Kittitas County								
Current Expense	1.283400	1.161777	1.055765	0.962609	0.854796	0.994662	1.012841	1.004078
Community Servic	0.025000	0.024899	0.022429	0.025176	0.024992	0.024954	0.024928	0.025
Veterans	0.005600	0.005999	0.019051	0.015105	0.012237	0.011697	0.011651	0.011243
Road District 1	1.566200	1.378983	1.223011	1.200654	1.083042	0.831793	0.683274	0.85477
Co. Road Divertec	0.049900	0.037933	0.030553	0.024951	0.019889	0.018666	0.043719	0.041193
	<u>2.930100</u>	<u>2.609591</u>	<u>2.350809</u>	<u>2.228495</u>	<u>1.994956</u>	<u>1.881772</u>	<u>1.776413</u>	<u>1.936284</u>

* Properties within the City of Ellensburg are valued by the Assessor every 4 years



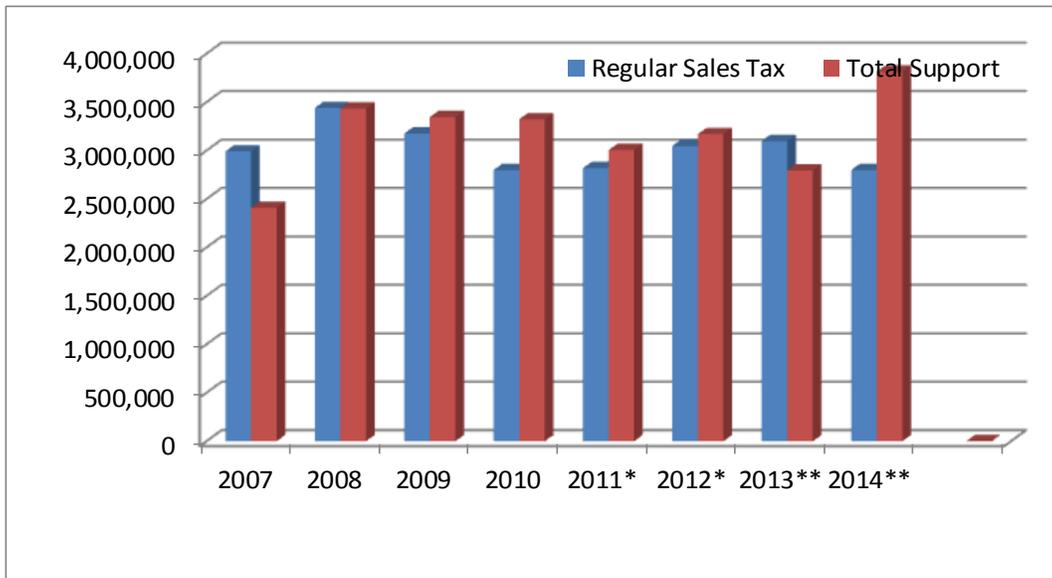
CITY OF ELLENSBURG, WASHINGTON

Sales tax

Sales tax revenue accounts for the largest (30.40% in 2013 and 28.2% in 2014) share of the City's tax revenue source. The City uses the regular sales tax revenue mainly to support General Fund operations, road projects, capital projects, and to service the City's unlimited general obligation debts. Currently, the City has one GO bond debt, and two Interfund Loans, which are serviced with sales tax revenues. The Interfund loans were used to defease the 2002 City Hall G.O. Bond debt at a smaller interest rate, and purchase the Hubble building. These are being supported through the General Fund. The 3/10 Sales Tax revenue is used exclusively for law enforcement programs.

The following is the breakdown of the Regular Sales Tax revenue support

Year	Receipts	Supports				Total Support
	Regular Sales Tax	General Fund	Debt Service	Arterial & Street funds	Others	
2007	2,992,583	1,000,000	197,885	870,346	342,093	2,410,324
2008	3,441,089	1,700,000	180,000	1,554,431		3,434,431
2009	3,137,752	1,702,944	537,102	958,133	42,500	3,240,679
2010	2,979,989	1,591,770	639,517	1,012,313	80,000	3,323,600
2011	2,820,000	1,000,000	840,494	1,097,855	67,000	3,005,349
2012*	3,050,000	1,000,000	750,835	1,420,303	0	3,171,138
2013*	3,100,000	1,571,400	225,303	1,000,000	0	2,796,703
2014*	2,800,000	1,578,950	206,953	2,000,000	30,000	3,815,903



* - Budget, ** Projections, Other - Support for Police Vehicle, General fund capital, & others

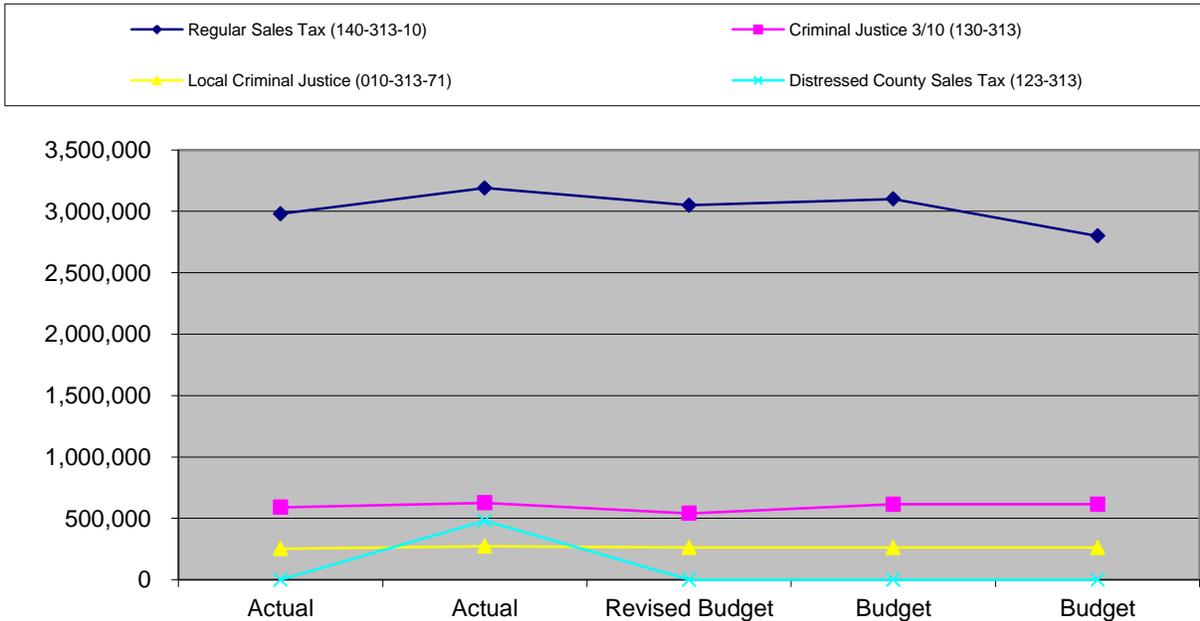
Criminal Justice Sales Tax

Kittitas County levied 3/10 of a percent sales tax to support criminal justice programs in 2008 under the authority granted by the State based on the citizens’ approval. This optional tax is collected by the State and distributed to the cities within Kittitas County and the county government.

Sales tax

	2010 <u>Actual</u>	2011 <u>Actual</u>	2012 <u>Revised Budget</u>	2013 <u>Budget</u>	2014 <u>Budget</u>
Regular Sales Tax (140-313-10)	2,979,989	3,189,873	3,050,000	3,100,000	2,800,000
Criminal Justice 3/10 (130-313)	590,119	626,208	540,000	614,000	614,000
Local Criminal Justice (010-313-71)	252,424	273,611	261,824	261,824	261,824
Distressed County Sales Tax (123-313)	0	480,000	0	0	0

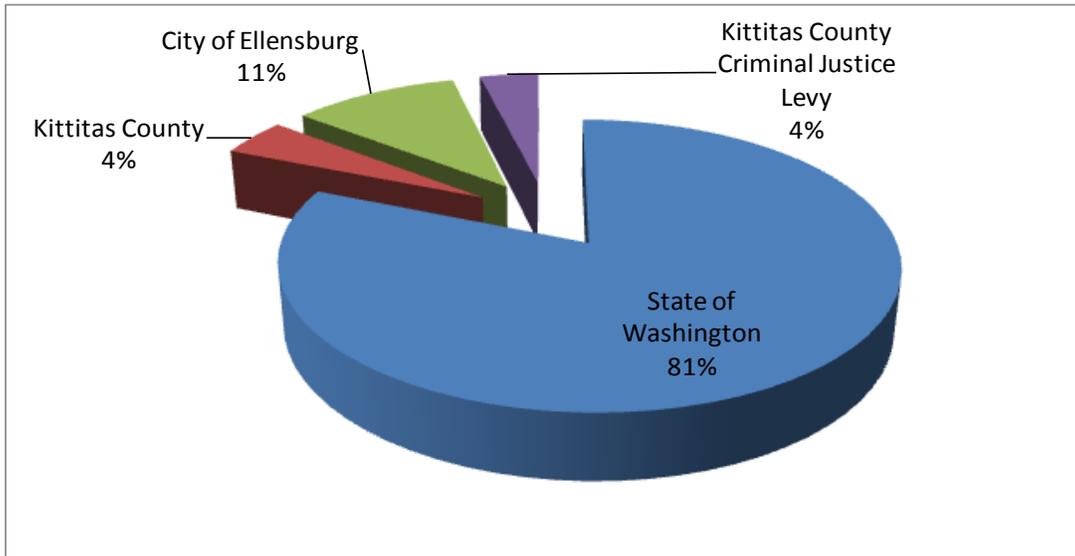
Sales Tax



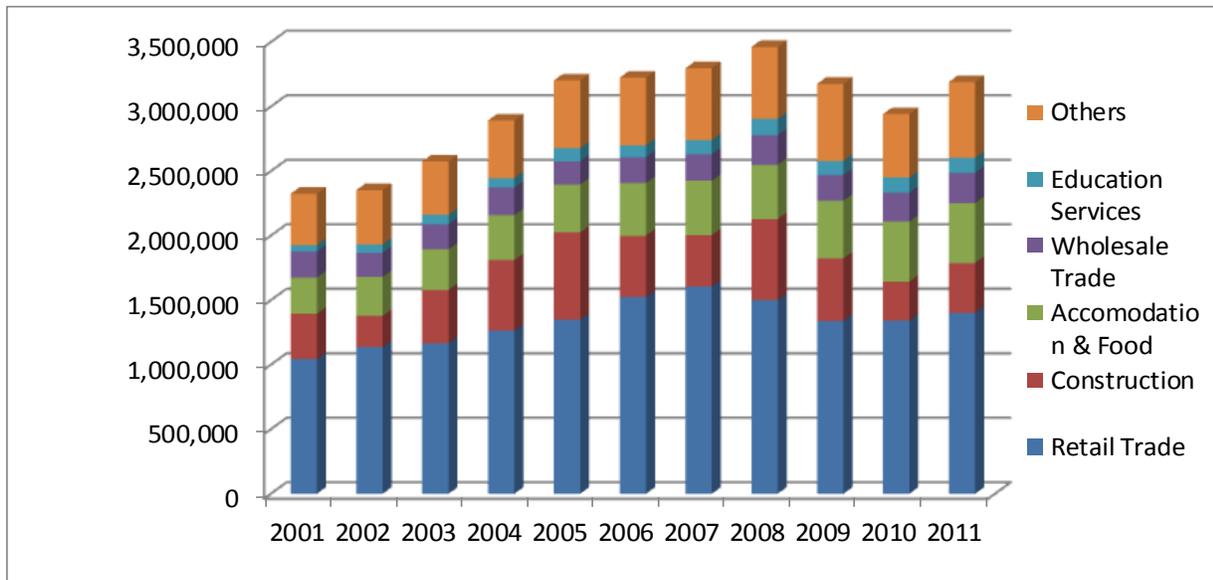
As the graph indicates, the regular sales tax revenue is expected to continue to gradually increase in 2013 and then decrease in 2014. Also, the general recession has significantly affected the sales of our local automobile and parts dealers, which is the largest contributor to the City’s Retail Trade group of the sales tax revenue. This being said, the regular sales tax revenue is experiencing a slight incline, this is due to construction projects at CWU, which we expect to continue to fuel our sales tax revenue for the next year. However, we need to keep in mind that these are projects which provide one-time sales tax revenue.

CITY OF ELLENSBURG, WASHINGTON

The following is the distribution of the City of Ellensburg sales tax, currently the rate is 8%:



The following is a breakdown of the sales tax collection by category. Retail trade provides the largest sales tax revenue in this category, which is made up of the auto and parts dealers.



CITY OF ELLENSBURG, WASHINGTON

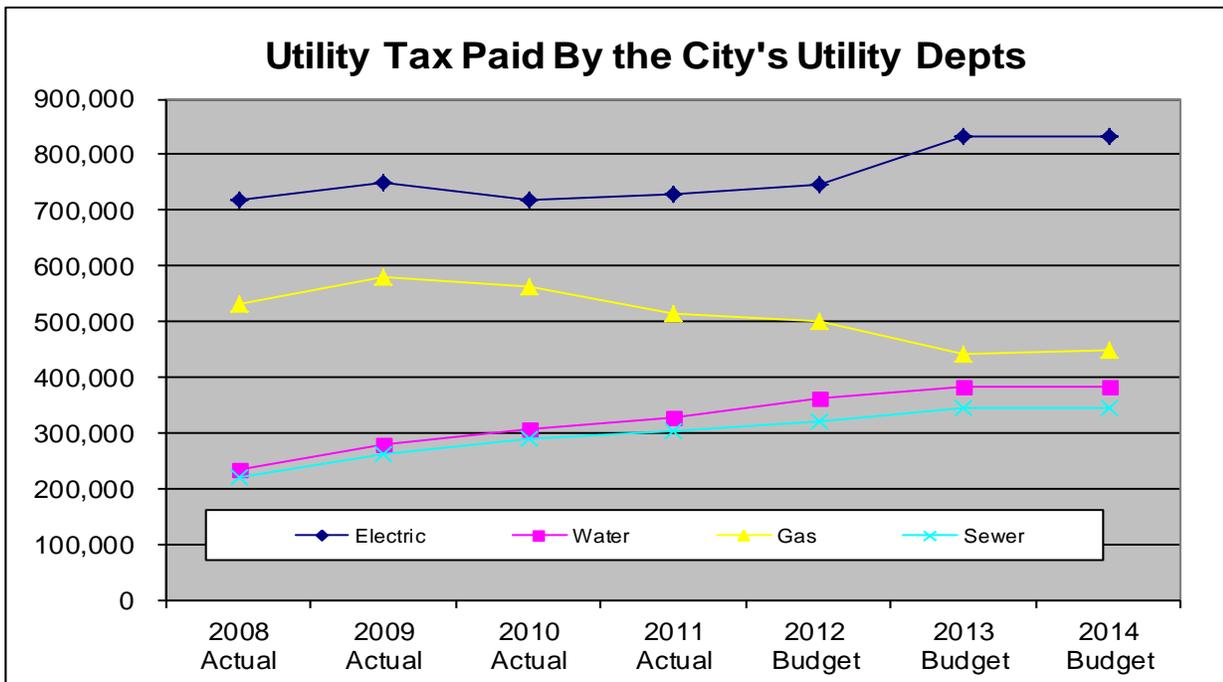
Utility Taxes.

The following are the utility taxes collected by the City. The City owned utilities account for 69.5% (1,998,918 / 2,876,018) in 2013 and 69.89% (2,007,721 / 2,872,821) in 2014 of the total utility tax receipt.

Our utility tax revenues come from 7 major business categories and they are as follows:

	2009 Actual	2010 Actual	2011 Actual	2012 Revised Budget	2013 Budget	2014 Budget
Electric	755,510	724,764	732,368	750,571	836,833	836,833
Water	279,651	306,938	326,454	361,729	383,416	383,416
Gas	579,237	563,763	515,107	501,768	440,118	448,921
Sewer	260,287	290,389	301,764	320,690	344,551	344,551
Garbage	173,520	178,078	192,934	175,000	193,000	193,000
Television	173,985	186,451	179,455	181,600	178,100	178,100
Telephone	522,474	509,334	478,109	500,000	500,000	500,000

	2008 Actual	2009 Actual	2010 Actual	2011 Actual	Revised 2012 Budget	2013 Budget	2014 Budget
Electric	717,842	750,708	719,990	727,539	744,571	830,833	830,833
Water	233,267	279,651	306,938	326,454	361,729	383,416	383,416
Gas	531,831	579,237	563,763	515,107	501,768	440,118	448,921
Sewer	220,164	260,287	290,389	301,765	320,690	344,551	344,551

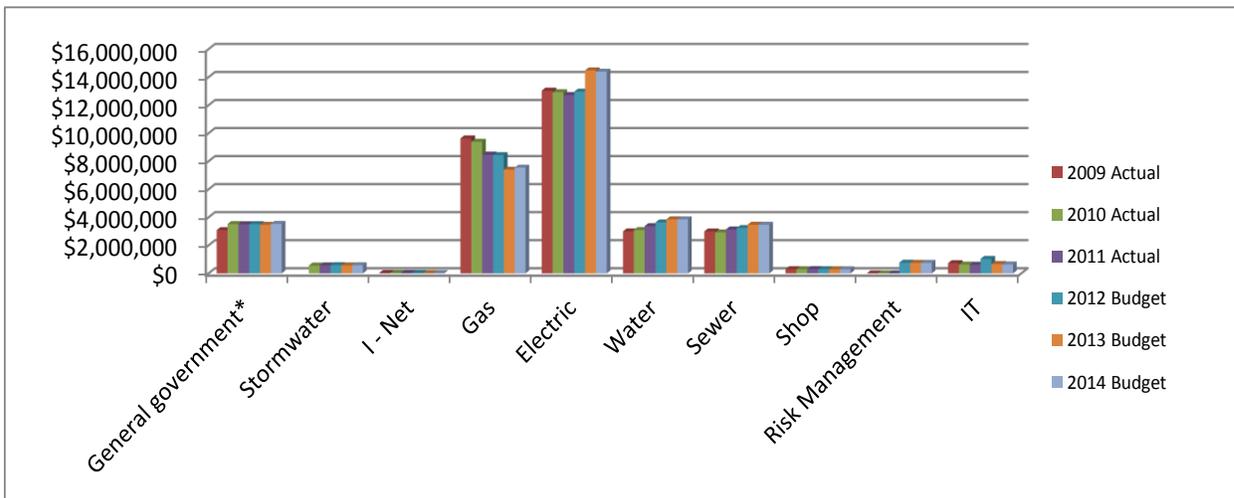


The following is the portion of utility tax revenue generated from the City's Utility departments:

CITY OF ELLENSBURG, WASHINGTON

Charges for fees- Mostly Utilities and Internal Service Funds

Charges	2009 Actual	2010 Actual	2011 Actual	Revised 2012 Budget	2013 Budget	2014 Budget
General government*	\$3,089,876	\$3,520,683	\$3,507,811	\$3,515,116	\$3,470,698	\$3,535,110
Stormwater		558,509	574,314	587,626	571,325	582,752
I - Net	30,523	30,523	30,523	30,523	19,277	19,277
Gas	9,631,697	9,391,241	8,470,763	8,438,422	7,400,922	7,548,340
Electric	13,038,006	12,924,810	12,719,732	12,966,305	14,483,943	14,390,222
Water	3,000,364	3,095,905	3,374,420	3,639,792	3,856,758	3,856,758
Sewer	2,994,140	2,926,681	3,136,083	3,237,395	3,472,610	3,472,610
Shop	301,931	293,965	303,129	299,658	293,658	293,658
Risk Management	0	0	0	765,087	754,308	754,308
IT	731,612	630,755	620,240	1,037,701	673,541	641,490
	\$32,818,149	\$33,373,072	\$32,737,015	\$34,517,625	\$34,997,040	\$35,094,525



*The General government includes the General, Street, Arterial Street, Traffic Impact Fees, and Park Acquisition funds

Charges for Services account for 68.11% (\$34,997,040 / \$51,380,275) of the total City revenue in 2013 and 68.50% (\$35,094,525/\$51,229,481) in 2014. Proprietary funds account for 90% of the total Charges for Services revenue. The General Fund accounts for the majority of the remaining 10% of the charges for services. The General Fund's charges for services is mostly the charges for providing accounting, meter reading, cashiering, legal, human resources, and the general administrative services to the enterprise funds.

CITY OF ELLENSBURG, WASHINGTON

General Fund Summary

As explained in the budget letter, the City expects moderate growth in Sales Tax revenues in the years ahead and needs to make attempts to control its costs now to be able to weather the financial stress ahead. The projection above is to show the use and the contribution to the fund balance without cost control but the City is already working on its plan to reduce its operating costs to prevent budget deficits.

Revenue	Actuals				Budget	Budget		Projections	
	2008	2009	2010	2011	2012	2013	2014	2015	2016
Taxes	\$4,918,940	\$5,223,636	\$5,233,705	\$5,587,839	\$5,719,202	\$5,769,181	\$5,803,687	\$5,832,705	\$5,861,869
Lic. & Permits	903,935	503,953	487,303	319,366	271,350	271,350	271,350	271,350	271,350
Intergov.	534,843	627,387	622,879	642,514	545,058	627,915	330,267	330,267	330,267
Charges for Serv.	2,884,551	2,849,455	3,196,339	3,270,433	3,372,816	3,323,198	3,387,610	3,421,486	3,421,486
Fines & Forfeits	85,995	100,246	90,955	92,124	81,800	81,800	81,800	81,800	81,800
Misc.	246,983	235,475	211,248	218,534	196,740	206,292	206,817	206,817	206,817
Transfer	1,700,000	1,702,945	1,591,770	1,000,000	1,018,533	1,571,400	1,578,950	1,560,000	1,575,600
Total Revenues	\$11,275,247	\$11,243,097	\$11,434,199	\$11,130,811	\$11,205,499	\$11,851,136	\$11,660,481	\$11,704,426	\$11,749,189
Expenditures									
Administration	\$760,564	\$808,412	\$866,470	\$726,131	\$768,964	\$772,017	\$780,620	\$792,329	\$804,214
Finance	1,357,987	1,375,925	1,414,700	1,401,530	1,506,529	1,515,432	1,538,469	1,561,546	1,584,969
Police	3,457,385	3,422,033	3,428,548	3,620,761	4,048,143	4,121,554	4,228,270	4,291,694	4,356,069
Community Dev.	757,777	642,825	713,505	785,654	861,207	994,062	754,771	766,093	777,584
Engineering	720,674	733,565	759,005	770,775	827,882	831,429	845,172	857,850	870,717
Parks & Rec.	1,705,983	1,737,070	1,773,146	1,838,168	1,992,002	1,976,344	1,988,056	2,017,877	2,048,145
Library	1,080,758	880,901	892,267	907,348	981,561	961,757	975,020	989,645	1,004,490
City General	677,341	774,055	824,260	1,081,627	7,074,984	1,286,804	1,187,916	1,205,735	1,223,821
Total Expenditures	10,518,469	10,374,786	10,671,901	11,131,995	18,061,272	12,459,399	12,298,294	12,482,768	12,670,010
Exc. of Rev over Exp.	\$756,778	\$868,311	\$762,298	-\$1,184	-\$6,855,773	-\$608,263	-\$637,813	-\$778,343	-\$920,821
Other Financing Sources(Uses)									
Other Sources	208,742	-19,025		16,423	6,255,288				
Other Uses	626,837	6,770	21,011	0					
Contr. To Fund Bal.	\$338,683	\$842,516	\$741,287	\$15,239	-\$600,485	-\$608,263	-\$637,813	-\$778,343	-\$920,821

CITY OF ELLENSBURG, WASHINGTON

Expenditure Growth by Cost Center without Fund Balance

	11 Actual*	12 Revised Budget	13 Budget	14 Budget
City General	1,081,627	7,074,984	1,286,804	1,187,916
Finance	1,404,530	1,506,529	1,515,432	1,538,469
Administration	726,131	768,964	772,017	780,620
Police	3,620,761	4,048,143	4,121,554	4,228,270
Community Dev.	785,654	861,207	994,062	754,771
Engineering	770,775	827,882	831,429	845,172
Parks & Recreation	1,838,168	1,992,002	1,976,344	1,988,056
Library	907,348	981,561	961,757	975,020
Special Revenue Funds				
Street	1,367,876	1,755,877	1,669,889	1,653,816
Arterial Street	3,851,385	4,829,750	1,568,000	3,119,000
Traffic Impact Fee	3,772	153,000	326,800	152,800
Criminal Justice	524,219	679,475	685,212	627,698
Drug Fund	49,207	74,000	40,000	6,075
Sales Tax	3,005,349	3,063,775	2,796,703	3,815,903
CATV O&M	64,125	72,000	74,820	65,000
CATV Capital	17,935	50,000	36,100	14,600
Police Reserve	42,877	64,000	52,000	47,000
Park Acquisition	3,141	225,000	0	0
Lodging Taxes	306,922	520,200	453,975	375,316
EURERF	70,000	100,000	130,000	100,000
Special Projects	0	5,000	0	0
Debt Services				
Land Debt	167,061	299,781	0	0
City Hall	369,472	409,916	0	0
Maintenance	215,402	213,403	225,303	206,953
Library	144,689	151,690	153,405	159,937
General GO	118,558	0	0	0
Capital Projects				
Maintenance	1,238,282	535,685	0	0
Capital Projects	0	79,118	11,500	0
Sidewalk	85,808	204,000	95,000	215,000
Trust				
Library Trust	4,060	8,800	8,800	8,800
Hal Holmes Trust	0	79,118	0	0
Fire Relief & Pension	163,848	165,995	171,811	164,672
Enterprise Funds				
Stormwater	447,783	1,497,591	1,200,069	670,860
I-Net	40,000	290,000	40,000	40,000
Gas	8,094,847	8,549,537	7,504,461	7,522,527
Light	12,401,389	17,851,479	15,048,787	16,554,522
Water	3,287,552	7,317,525	7,793,797	5,271,673
Sewer	3,240,644	3,983,040	3,469,890	3,313,696
Internal Service Funds				
Shop & Equipment	1,323,451	2,949,623	1,648,932	1,533,211
Health Insurance	1,536,782	1,700,000	1,700,479	1,700,479
IT	607,387	1,105,343	823,783	694,790
Risk Management	48,327	744,588	744,588	744,588
Total	\$53,977,143	\$77,789,581	\$60,933,503	\$61,077,210

*Includes depreciation and does not include capital costs for Proprietary funds.

CITY OF
ELLENSBURG,
WASHINGTON

BUDGET BY FUND

2013-2014 BIENNIAL BUDGET

City of Ellensburg, Washington

2013 Budget

Consolidated Financial Schedule of Revenues and Expenditures

Page 1 of 5

	Special Service Revenue Funds							
	General Fund	Street Fund	Arterial Street	Traffic Impact	Criminal Justice	Drug Fund	Sales Tax	CATV Operations
Available Resources								
Beginning Fund Balance	\$2,588,157	\$614,267	\$659,668	\$416,017	\$93,967	\$46,075	\$901,332	\$76,000
Revenues								
Taxes	5,769,181	0	0	0	614,000	0	3,100,000	62,000
Licenses & Permits	271,350	0	3,600	0	0	0	0	0
Intergovernmental	627,915	257,503	890,622	0	0	0	0	0
Charges for Services	3,323,198	81,000	0	31,500	0	0	0	0
Fines & Forfeits	81,800	0	0	0	0	0	0	0
Miscellaneous	206,292	1,100	500	300	400	0	5,000	0
Total Revenues	10,279,736	339,603	894,722	31,800	614,400	0	3,105,000	62,000
Other Resources								
Transfers	1,571,400	1,120,000	385,000	0	0	0	0	10,000
Long-Term Debt Issuance	0	0	0	0	0	0	0	0
Others	0	0	0	0	0	0	0	0
Total Other Resources	1,571,400	1,120,000	385,000	0	0	0	0	10,000
Total Available Resources	14,439,293	2,073,870	1,939,390	447,817	708,367	46,075	4,006,332	148,000
Use of Resources								
Expenditures								
Salary	5,875,206	465,887	0	0	503,267	0	0	0
Benefits	2,467,836	201,766	0	0	181,945	0	0	0
Supplies	487,435	360,450	0	0	0	10,000	0	0
Services	2,214,089	429,390	253,000	0	0	0	0	10,000
Intergovernmental	768,505	51,000	203,000	0	0	0	0	64,820
Capital Outlay	65,500	0	1,097,000	0	0	0	0	0
Debt Services	271,400	0	0	0	0	0	0	0
Interfund Payments	309,428	161,396	15,000	1,800	0	0	0	0
Total Expenditures	12,459,399	1,669,889	1,568,000	1,800	685,212	10,000	0	74,820
Other Uses								
Transfers	0	0	0	325,000	0	30,000	2,796,703	0
Total Other Uses	0	0	0	325,000	0	30,000	2,796,703	0
Total Use of Resources	12,459,399	1,669,889	1,568,000	326,800	685,212	40,000	2,796,703	74,820
Change in Fund Balance	-608,263	-210,286	-288,278	-295,000	-70,812	-40,000	308,297	-2,820
Ending Fund Balance	\$1,979,894	\$403,981	\$371,390	\$121,017	\$23,155	\$6,075	\$1,209,629	\$73,180
% Change in Fund Balance	-23.50%	-34.23%	-43.70%	-70.91%	-75.36%	-86.81%	34.20%	-3.71%
Fund Balance as a % of Total Use	15.89%	24.19%	23.69%	37.03%	3.38%	15.19%	43.25%	97.81%

The City will use a portion of the fund balance in the 2013 budget. The City's policy is to maintain 20% fund balance, but the Council may use a portion during tough economic times.	The City built the fund balance for the future projects. Some of the projects are planned for 2013.	The City built the fund balance for the future projects. Some of the projects are planned for 2013.	The City built the fund balance for the future projects. Some of the projects are planned for 2013.	This fund is funded through a special sales tax levy that will go to the citizens in 2013.	This fund is funded mostly by the properties seized from illegal drug activities. The fund balance will depend on seizure.	The City decided to build the fund balance in the 2013 budget on the 2014 Arterial Street projects. The City's policy is to maintain 15% fund balance.
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City of Ellensburg, Washington

2013 Budget

Consolidated Financial Schedule of Revenues and Expenditures

Page 2 of 5

	Special Service Revenue Funds						
	CATV Capital	Police Equipment	Park Acquisition	Lodging Taxes	CHIP	EURERF	Special Projects
Available Resources							
Beginning Fund Balance	\$132,800	\$60,014	\$42,227	\$443,935	\$7,402	\$0	\$2,011
Revenues							
Taxes	26,100	0	0	370,610	0	0	0
Licenses & Permits	0	0	0	0	0	0	0
Intergovernmental	0	0	1,800	0	0	0	0
Charges for Services	0	0	35,000	0	0	0	0
Fines & Forfeits	0	0	0	0	0	0	0
Miscellaneous	0	0	0	1,000	0	0	0
Total Revenues	26,100	0	36,800	371,610	0	0	0
Other Resources							
Transfers	0	30,000	0	0	0	130,000	0
Long-Term Debt Issuance	0	0	0	0	0	0	0
Others	0	0	0	0	0	0	0
Total Other Resources	0	30,000	0	0	0	130,000	0
Total Available Resources	158,900	90,014	79,027	815,545	7,402	130,000	2,011
Use of Resources							
Expenditures							
Salary	0	0	0	0	0	0	0
Benefits	0	0	0	0	0	0	0
Supplies	0	0	0	32,550	0	0	0
Services	0	0	0	400	0	0	0
Intergovernmental	0	0	0	338,660	0	130,000	0
Capital Outlay	26,100	52,000	0	82,365	0	0	0
Debt Services	0	0	0	0	0	0	0
Interfund Payments	0	0	0	0	0	0	0
Total Expenditures	26,100	52,000	0	453,975	0	130,000	0
Other Uses							
Transfers	10,000	0	0	0	0	0	0
Total Other Uses	10,000	0	0	0	0	0	0
Total Use of Resources	36,100	52,000	0	453,975	0	130,000	0
Change in Fund Balance	-10,000	-22,000	36,800	-82,365	0	0	0
Ending Fund Balance	\$122,800	\$38,014	\$79,027	\$361,570	\$7,402	\$0	\$2,011
% Change in Fund Balance	-7.53%	-36.66%	87.15%	-18.55%	0.00%	0.00%	0.00%
Fund Balance as a % of Total Use	340.17%	73.10%	N/A	79.65%	N/A	0.00%	N/A

The City built the fund balance for the future equipment purchases. These equipment purchases will be funded in 2013.

The City is building the fund balance for the future projects.

The City built the fund balance for the future projects. Some of the projects are planned for 2013.

City of Ellensburg, Washington

2013 Budget

Consolidated Financial Schedule of Revenues and Expenditures

	Debt Service Funds				Capital Project Funds		Enterprise Funds		
	Maint. Debt	Library Bond	Capital Projects	Sidewalk	Storm water	I-Net	Gas	Light	
Available Resources									
Beginning Fund Balance	\$40,000	\$43,960	\$66,252	\$184,088	\$865,929	\$107,000	\$9,414,092	\$6,286,220	
Revenues									
Taxes	0	153,405	0	100,000	0	0	0	0	
Licenses & Permits	0	0	0	0	0	0	0	0	
Intergovernmental	0	0	0	0	450,000	50,723	0	100,000	
Charges for Services	0	0	0	0	571,325	19,277	7,400,922	14,483,943	
Fines & Forfeits	0	0	0	0	0	0	0	0	
Miscellaneous	0	0	0	400	250	150	3,500	73,074	
Total Revenues	0	153,405	0	100,400	1,021,575	70,150	7,404,422	14,657,017	
Other Resources									
Transfers	225,303	0	0	0	0	0	0	0	
Long-Term Debt Issuance	0	0	0	0	0	0	0	0	
Others	0	0	0	0	0	0	0	245,000	
Total Other Resources	225,303	0	0	0	0	0	0	245,000	
Total Available Resources	265,303	197,365	66,252	284,488	1,887,504	177,150	16,818,514	21,188,237	
Use of Resources									
Expenditures									
Salary	0	0	0	0	117,912	0	933,803	1,253,508	
Benefits	0	0	0	0	45,057	0	386,098	458,770	
Supplies	0	0	0	0	14,000	0	4,040,602	8,323,321	
Services	0	0	11,500	35,000	88,080	0	575,297	1,654,679	
Intergovernmental	0	0	0	0	16,284	30,000	718,652	1,352,434	
Capital Outlay	0	0	0	60,000	550,000	0	65,000	225,888	
Debt Services	225,303	153,405	0	0	0	0	0	385,590	
Interfund Payments	0	0	0	0	160,736	10,000	785,009	1,264,597	
Total Expenditures	225,303	153,405	11,500	95,000	992,069	40,000	7,504,461	14,918,787	
Other Uses									
Transfers	0	0	0	0	208,000	0	0	130,000	
Total Other Uses	0	0	0	0	208,000	0	0	130,000	
Total Use of Resources	225,303	153,405	11,500	95,000	1,200,069	40,000	7,504,461	15,048,787	
Change in Fund Balance	0	0	-11,500	5,400	-178,494	30,150	-100,039	-146,770	
Ending Fund Balance	\$40,000	\$43,960	\$54,752	\$189,488	\$687,435	\$137,150	\$9,314,053	\$6,139,450	
% Change in Fund Balance	0.00%	0.00%	-17.36%	2.93%	-20.61%	28.18%	-1.06%	-2.33%	
Fund Balance as a % of Total Use	17.75%	28.66%	476.10%	199.46%	57.28%	342.88%	124.11%	40.80%	

The City built the fund balance for future projects. Some of the projects are planned for 2013.

The City built the fund balance for the future projects. Some of the projects are planned for 2013.

The City is building the fund balance for the future projects.

City of Ellensburg, Washington

2013 Budget

Consolidated Financial Schedule of Revenues and Expenditures

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			Internal Service Funds				Trust
	Water	Sewer	Shop	IT	Health Insurance	Risk Management	Library Trust
Available Resources							
Beginning Fund Balance	\$7,001,530	\$8,469,602	\$5,565,097	\$618,926	\$754,892	\$54,817	\$251,368
Revenues							
Taxes	0	0	0	0	0	0	0
Licenses & Permits	0	0	0	0	0	0	0
Intergovernmental	0	0	0	0	0	0	0
Charges for Services	3,856,758	3,472,610	293,658	673,541	0	754,308	0
Fines & Forfeits	0	0	0	0	0	0	0
Miscellaneous	12,000	7,600	1,182,416	1,000	1,792,563	0	7,500
Total Revenues	3,868,758	3,480,210	1,476,074	674,541	1,792,563	754,308	7,500
Other Resources							
Transfers	1,099,450	88,000	0	0	65,000	0	0
Long-Term Debt Issuance	1,500,000		0	0	0	0	0
Others	228,930	124,500	5,500	0	0	0	0
Total Other Resources	2,828,380	212,500	5,500	0	65,000	0	0
Total Available Resources	13,698,668	12,162,312	7,046,671	1,293,467	2,612,455	809,125	258,868
Use of Resources							
Expenditures							
Salary	560,168	666,031	322,445	205,328	3,000	0	0
Benefits	234,092	307,860	130,239	99,963	0	0	0
Supplies	262,050	128,100	304,600	143,719	0	0	2,000
Services	637,003	560,988	306,967	104,573	1,697,479	744,588	400
Intergovernmental	611,236	583,248	2,500	10,000	0	0	0
Capital Outlay	3,302,000	130,000	500,700	260,200	0	0	6,400
Debt Services	481,671	380,441	0	0	0	0	0
Interfund Payments	759,883	713,222	81,481	0	0	0	0
Total Expenditures	6,848,103	3,469,890	1,648,932	823,783	1,700,479	744,588	8,800
Other Uses							
Transfers	945,694	0	0	0	0	0	0
Total Other Uses	945,694	0	0	0	0	0	0
Total Use of Resources	7,793,797	3,469,890	1,648,932	823,783	1,700,479	744,588	8,800
Change in Fund Balance	-1,096,659	222,820	-167,358	-149,242	157,084	9,720	-1,300
Ending Fund Balance	\$5,904,871	\$8,692,422	\$5,397,739	\$469,684	\$911,976	\$64,537	\$250,068
% Change in Fund Balance	-15.66%	2.63%	-3.01%	-24.11%	20.81%	0.00%	-0.52%
Fund Balance as a % of Total Use	75.76%	250.51%	327.35%	57.02%	53.63%	8.67%	2841.68%

City is completing some of the capital projects that were started in 2010 with the 2010 Revenue Water System Bonds.

The City built the fund balance for the future projects. Some of the projects are planned for 2013. The City is building the fund balance for the future savings.

City of Ellensburg, Washington

2013 Budget

Consolidated Financial Schedule of Revenues and Expenditures

Page 5 of 5

	Funds	Total Budget	
	Fire Relief	2013 Budget	2012 Revised
Available Resources			
Beginning Fund Balance	\$406,852	\$46,214,497	\$56,496,793
Revenues			
Taxes	0	10,195,296	9,953,802
Licenses & Permits	0	274,950	275,350
Intergovernmental	16,000	2,394,563	4,663,226
Charges for Services	0	34,997,040	34,517,625
Fines & Forfeits	0	81,800	81,800
Miscellaneous	141,581	3,436,626	3,918,710
Total Revenues	157,581	51,380,275	53,410,513
Other Resources			
Transfers	0	4,724,153	4,917,029
Long-Term Debt Issuance	0	1,500,000	7,760,166
Others	0	603,930	1,328,127
Total Other Resources	0	6,828,083	14,005,322
Total Available Resources	564,433	104,422,855	123,912,628
Use of Resources			
Expenditures			
Salary	78,000	10,984,555	10,323,400
Benefits	83,811	4,597,437	4,367,077
Supplies	0	14,108,827	14,080,588
Services	10,000	9,333,433	7,784,712
Intergovernmental	0	4,880,339	4,434,421
Capital Outlay	0	6,423,153	13,811,581
Debt Services	0	1,897,810	10,347,721
Interfund Payments	0	4,262,552	4,696,097
Total Expenditures	171,811	56,488,106	69,845,597
Other Uses			
Transfers	0	4,445,397	4,371,335
Total Other Uses	0	4,445,397	4,371,335
Total Use of Resources	171,811	60,933,503	74,216,932
Change in Fund Balance	-14,230	-2,725,145	-6,801,097
Ending Fund Balance	\$392,622	43,489,352	\$49,695,696
% Change in Fund Balance	-3.50%	-5.90%	
Fund Balance as a % of Total Use	228.52%		

City of *Ellensburg, Washington*

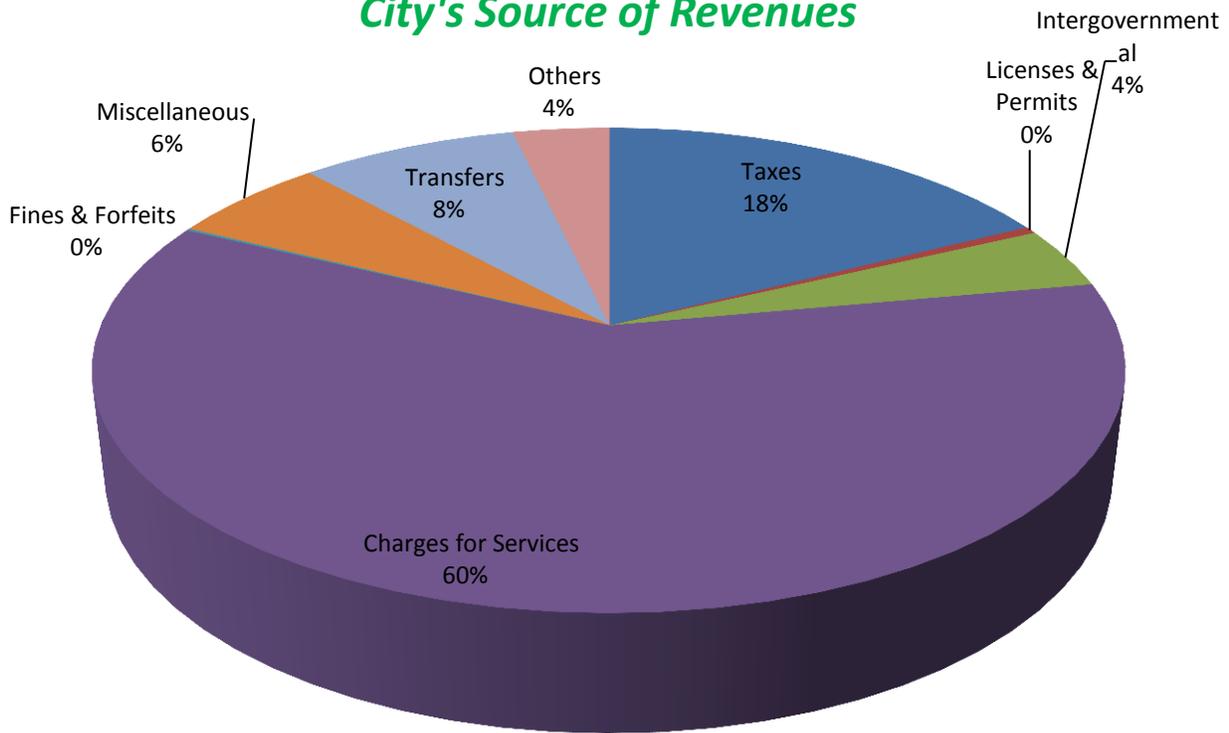
2013 Budget

Consolidated Financial Schedule of Revenues and Expenditures

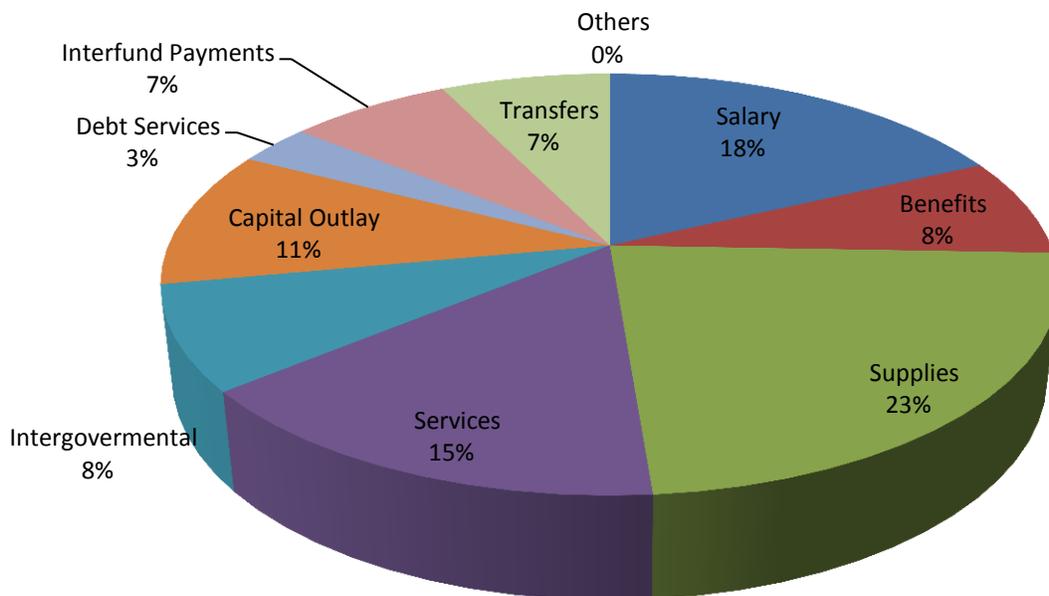
General Fund Expenditures by Department	
City General	\$1,286,804
Finance	1,515,432
City Manager	772,017
Police	4,121,554
Community Develop.	994,062
Engineering	831,429
Parks & Rec.	1,976,344
Library	961,757
Total Expenditures	\$12,459,399

City of Ellensburg, Washington

City's Source of Revenues



City's Spendings



*Purchase of Gas and Electricity for resale account for about 72% of Supplies as shown above.

CITY OF ELLENSBURG, WASHINGTON

2013 Budget

Consolidated Financial Schedule of the City-wide Revenues Expenditures

	Governmental Funds			Business-Type Funds		
	General Fund	Sales Tax Fund	Other Non-Major Governmental Funds	Gas	Light	Water
Available Resources						
Beginning Fund Balance	\$2,588,157	\$901,332	\$10,580,635	\$9,414,092	\$6,286,220	\$7,001,530
Revenues						
Taxes	5,769,181	3,100,000	1,326,115	0	0	0
Licenses & Permits	271,350	0	3,600	0	0	0
Intergovernmental	627,915	0	1,165,925	0	100,000	0
Charges for Services	3,323,198	0	1,869,007	7,400,922	14,483,943	3,856,758
Fines & Forfeits	81,800	0	0	0	0	0
Miscellaneous	206,292	5,000	3,128,760	3,500	73,074	12,000
Total Revenues	10,279,736	3,105,000	7,493,407	7,404,422	14,657,017	3,868,758
Other Resources						
Transfers	1,571,400	0	1,965,303	0	0	1,099,450
Long-Term Debt Issuance	0	0	0	0	0	1,500,000
Others	0	0	5,500	0	245,000	228,930
Total Other Resources	1,571,400	0	1,970,803	0	245,000	2,828,380
Total Available Resources	14,439,293	4,006,332	20,044,845	16,818,514	21,188,237	13,698,668
Use of Resources						
Expenditures						
Salary	5,875,206	0	1,577,927	933,803	1,253,508	560,168
Benefits	2,467,836	0	697,724	386,098	458,770	234,092
Supplies	487,435	0	853,319	4,040,602	8,323,321	262,050
Services	2,214,089	0	3,603,297	575,297	1,654,679	637,003
Intergovernmental	768,505	0	799,980	718,652	1,352,434	611,236
Capital Outlay	65,500	0	2,084,765	65,000	225,888	3,302,000
Debt Services	271,400	0	378,708	0	385,590	481,671
Interfund Payments	309,428	0	259,677	785,009	1,264,597	759,883
Total Expenditures	12,459,399	0	10,255,397	7,504,461	14,918,787	6,848,103
Other Uses						
Transfers	0	2,796,703	365,000	0	130,000	945,694
Bond Redemptions	0	0	0	0	0	0
Others	0	0	0	0	0	0
Total Other Uses	0	2,796,703	365,000	0	130,000	945,694
Total Use of Resources	12,459,399	2,796,703	10,620,397	7,504,461	15,048,787	7,793,797
Change in Fund Balance	-608,263	308,297	-1,156,187	-100,039	-146,770	-1,096,659
Ending Fund Balance	\$1,979,894	\$1,209,629	\$9,424,448	\$9,314,053	\$6,139,450	\$5,904,871

CITY OF ELLENSBURG, WASHINGTON

2013 Budget

Consolidated Financial Schedule of the City-wide Revenues Expenditures

	inds		Grand Total	
	Sewer	Other Non-Major Business-Type Funds	2013 Budget	2012 Revised Budget
Available Resources				
Beginning Fund Balance	\$8,469,602	\$972,929	\$46,214,497	\$56,496,793
Revenues				
Taxes	0	0	10,195,296	9,953,802
Licenses & Permits	0	0	274,950	275,350
Intergovernmental	0	500,723	2,394,563	4,663,226
Charges for Services	3,472,610	590,602	34,997,040	34,517,625
Fines & Forfeits	0	0	81,800	81,800
Miscellaneous	7,600	400	3,436,626	3,918,710
Total Revenues	3,480,210	1,091,725	51,380,275	53,410,513
Other Resources				
Transfers	88,000	0	4,724,153	4,917,029
Long-Term Debt Issuance	0	0	1,500,000	7,760,166
Others	124,500	0	603,930	1,328,127
Total Other Resources	212,500	0	6,828,083	14,005,322
Total Available Resources	12,162,312	2,064,654	104,422,855	123,912,628
Use of Resources				
Expenditures				
Salary	666,031	117,912	10,984,555	10,323,400
Benefits	307,860	45,057	4,597,437	4,367,077
Supplies	128,100	14,000	14,108,827	14,080,588
Services	560,988	88,080	9,333,433	7,784,712
Intergovernmental	583,248	46,284	4,880,339	4,434,421
Capital Outlay	130,000	550,000	6,423,153	13,811,581
Debt Services	380,441	0	1,897,810	10,347,721
Interfund Payments	713,222	170,736	4,262,552	4,696,097
Total Expenditures	3,469,890	1,032,069	56,488,106	69,845,597
Other Uses				
Transfers	0	208,000	4,445,397	4,371,335
Bond Redemptions	0	0	0	0
Others	0	0	0	0
Total Other Uses	0	208,000	4,445,397	4,371,335
Total Use of Resources	3,469,890	1,240,069	60,933,503	74,216,932
Change in Fund Balance	222,820	-148,344	-2,725,145	-6,801,097
Ending Fund Balance	\$8,692,422	\$824,585	\$43,489,352	\$49,695,696

City of Ellensburg, Washington

2014 Budget

Consolidated Financial Schedule of Revenues and Expenditures

Page 1 of 5

	Special Service Revenue Funds							
	General Fund	Street Fund	Arterial Street	Traffic Impact	Criminal Justice	Drug Fund	Sales Tax	CATV Operations
Available Resources								
Beginning Fund Balance	\$2,353,009	\$403,981	\$371,390	\$121,017	\$23,155	\$6,075	\$1,209,629	\$73,180
Revenues								
Taxes	5,803,687	0	0	0	614,000	0	2,800,000	62,000
Licenses & Permits	271,350	0	3,600	0	0	0	0	0
Intergovernmental	330,267	251,801	1,637,951	0	0	0	0	0
Charges for Services	3,387,610	81,000	0	31,500	0	0	0	0
Fines & Forfeits	81,800	0	0	0	0	0	0	0
Miscellaneous	206,817	1,100	500	300	400	0	5,000	0
Total Revenues	10,081,531	333,901	1,642,051	31,800	614,400	0	2,805,000	62,000
Other Resources								
Transfers	1,578,950	1,120,000	1,151,000	0	0	0	0	0
Long-Term Debt Issuance	0	0	0	0	0	0	0	0
Others	0	0	0	0	0	0	0	0
Total Other Resources	1,578,950	1,120,000	1,151,000	0	0	0	0	0
Total Available Resources	14,013,490	1,857,882	3,164,441	152,817	637,555	6,075	4,014,629	135,180
Use of Resources								
Expenditures								
Salary	5,907,372	450,960	0	0	462,373	0	0	0
Benefits	2,595,930	212,006	0	0	165,325	0	0	0
Supplies	487,435	362,050	0	0	0	6,075	0	0
Services	1,886,968	415,554	105,000	0	0	0	0	0
Intergovernmental	771,549	51,000	3,000	151,000	0	0	0	65,000
Capital Outlay	65,500	0	2,996,000	0	0	0	0	0
Debt Services	278,950	0	0	0	0	0	0	0
Interfund Payments	304,590	162,246	15,000	1,800	0	0	0	0
Total Expenditures	12,298,294	1,653,816	3,119,000	152,800	627,698	6,075	0	65,000
Other Uses								
Transfers	0	0	0	0	0	0	3,815,903	0
Total Other Uses	0	0	0	0	0	0	3,815,903	0
Total Use of Resources	12,298,294	1,653,816	3,119,000	152,800	627,698	6,075	3,815,903	65,000
Change in Fund Balance	-637,813	-199,915	-325,949	-121,000	-13,298	-6,075	-1,010,903	-3,000
Ending Fund Balance	\$1,715,196	\$204,066	\$45,441	\$17	\$9,857	\$0	\$198,726	\$70,180
% Change in Fund Balance	-27.11%	-49.49%	-87.76%	-99.99%	-57.43%	-100.00%	-83.57%	-4.10%
Fund Balance as a % of Total Use	13.95%	12.34%	1.46%	0.01%	1.57%	0.00%	5.21%	107.97%

The City will use a portion of the fund balance in the 2014 budget. The City's policy is to maintain 20% fund balance, but the Council may use a portion of it during tough economic times.	The City built the fund balance for the future projects. Some of the projects are planned for 2014.	The City built the fund balance for the future projects. Some of the projects are planned for 2014.	The City built the fund balance for the future projects. Some of the projects are planned for 2014.	This fund is funded through a special sales tax levy that will go to the citizens in 2013.	This fund is funded mostly by the properties seized from illegal drug activities. The fund balance will depend on seizure.	The City decided to build the fund balance in the 2013 budget to be used in the 2014 budget on Arterial Street projects. The City's policy is to maintain 15% fund balance.
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City of Ellensburg, Washington

2014 Budget

Consolidated Financial Schedule of Revenues and Expenditures

Page 2 of 5

	Special Service Revenue Funds						
	CATV Capital	Police Equipment	Park Acquisition	Lodging Taxes	CHIP	EURERF	Special Projects
Available Resources							
Beginning Fund Balance	\$122,800	\$38,014	\$79,027	\$361,570	\$7,402	\$0	\$2,011
Revenues							
Taxes	14,100	0	0	374,316	0	0	0
Licenses & Permits	0	0	0	0	0	0	0
Intergovernmental	0	0	1,800	0	0	0	0
Charges for Services	0	0	35,000	0	0	0	0
Fines & Forfeits	0	0	0	0	0	0	0
Miscellaneous	0	0	0	1,000	0	0	0
Total Revenues	14,100	0	36,800	375,316	0	0	0
Other Resources							
Transfers	0	30,000	0	0	0	100,000	0
Long-Term Debt Issuance	0	0	0	0	0	0	0
Others	0	0	0	0	0	0	0
Total Other Resources	0	30,000	0	0	0	100,000	0
Total Available Resources	136,900	68,014	115,827	736,886	7,402	100,000	2,011
Use of Resources							
Expenditures							
Salary	0	0	0	0	0	0	0
Benefits	0	0	0	0	0	0	0
Supplies	0	0	0	32,550	0	0	0
Services	0	0	0	400	0	0	0
Intergovernmental	0	0	0	342,366	0	100,000	0
Capital Outlay	14,600	47,000	0	0	0	0	0
Debt Services	0	0	0	0	0	0	0
Interfund Payments	0	0	0	0	0	0	0
Total Expenditures	14,600	47,000	0	375,316	0	100,000	0
Other Uses							
Transfers	0	0	0	0	0	0	0
Total Other Uses	0	0	0	0	0	0	0
Total Use of Resources	14,600	47,000	0	375,316	0	100,000	0
Change in Fund Balance	-500	-17,000	36,800	0	0	0	0
Ending Fund Balance	\$122,300	\$21,014	\$115,827	\$361,570	\$7,402	\$0	\$2,011
% Change in Fund Balance	-0.41%	-44.72%	46.57%	0.00%	0.00%	0.00%	0.00%
Fund Balance as a % of Total Use	837.67%	44.71%	N/A	96.34%	N/A	0.00%	N/A

The City built the fund balance for the future equipment purchases. These equipment purchases will be funded in 2014.

The City is building the fund balance for future projects.

City of Ellensburg, Washington

2014 Budget

Consolidated Financial Schedule of Revenues and Expenditures

	Debt Service Funds				Capital Project Funds		Enterprise Funds		
	Maint. Debt	Library Bond	Capital Projects	Sidewalk	Storm water	I-Net	Gas	Light	
Available Resources									
Beginning Fund Balance	\$40,000	\$43,960	\$54,752	\$189,488	\$687,435	\$137,150	\$9,314,053	\$6,139,450	
Revenues									
Taxes	0	159,937	0	100,000	0	0	0	0	
Licenses & Permits	0	0	0	0	0	0	0	0	
Intergovernmental	0	0	0	0	0	50,723	0	50,000	
Charges for Services	0	0	0	0	582,752	19,277	7,548,340	14,390,222	
Fines & Forfeits	0	0	0	0	0	0	0	0	
Miscellaneous	0	0	0	400	255	150	3,500	70,624	
Total Revenues	0	159,937	0	100,400	583,007	70,150	7,551,840	14,510,846	
Other Resources									
Transfers	206,953	0	0	0	0	0	0	0	
Long-Term Debt Issuance	0	0	0	0	0	0	0	0	
Others	0	0	0	0	0	0	0	255,000	
Total Other Resources	206,953	0	0	0	0	0	0	255,000	
Total Available Resources	246,953	203,897	54,752	289,888	1,270,442	207,300	16,865,893	20,905,296	
Use of Resources									
Expenditures									
Salary	0	0	0	0	118,349	0	922,687	1,180,444	
Benefits	0	0	0	0	47,596	0	405,491	466,002	
Supplies	0	0	0	0	14,000	0	4,122,274	10,080,340	
Services	0	0	0	35,000	88,080	0	543,147	1,626,720	
Intergovernmental	0	0	0	0	16,490	30,000	733,026	1,352,434	
Capital Outlay	0	0	0	180,000	0	0	5,000	86,604	
Debt Services	206,953	159,937	0	0	0	0	0	387,590	
Interfund Payments	0	0	0	0	178,345	10,000	790,902	1,274,388	
Total Expenditures	206,953	159,937	0	215,000	462,860	40,000	7,522,527	16,454,522	
Other Uses									
Transfers	0	0	0	0	208,000	0	0	100,000	
Total Other Uses	0	0	0	0	208,000	0	0	100,000	
Total Use of Resources	206,953	159,937	0	215,000	670,860	40,000	7,522,527	16,554,522	
Change in Fund Balance	0	0	0	-114,600	-87,853	30,150	29,313	-1,788,676	
Ending Fund Balance	\$40,000	\$43,960	\$54,752	\$74,888	\$599,582	\$167,300	\$9,343,366	\$4,350,774	
% Change in Fund Balance	0.00%	0.00%	0.00%	-60.48%	-12.78%	21.98%	0.31%	-29.13%	
Fund Balance as a % of Total Use	19.33%	27.49%	N/A	34.83%	89.38%	418.25%	124.21%	26.28%	

<p>The City built the fund the balance for future projects. Some of the projects are planned for 2014.</p>	<p>The City built the fund the balance for future projects. Some of the projects are planned for 2014.</p>	<p>The City is building the fund balance for future projects.</p>	<p>The City built the fund balance for future projects. Some of the projects are planned for 2014 including a new substation. The Light department will be going out for bonds to fund part of the new substation.</p>
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City of Ellensburg, Washington

2014 Budget

Consolidated Financial Schedule of Revenues and Expenditures

Page 4 of 5

			Internal Service Funds				Trust
	Water	Sewer	Shop	IT	Health Insurance	Risk Management	Library Trust
Available Resources							
Beginning Fund Balance	\$5,904,871	\$8,692,422	\$5,397,739	\$469,684	\$911,976	\$64,537	\$250,068
Revenues							
Taxes	0	0	0	0	0	0	0
Licenses & Permits	0	0	0	0	0	0	0
Intergovernmental	0	0	0	0	0	0	0
Charges for Services	3,856,758	3,472,610	293,658	641,490	0	754,308	0
Fines & Forfeits	0	0	0	0	0	0	0
Miscellaneous	11,500	7,600	1,183,316	1,000	1,869,081	0	7,500
Total Revenues	3,868,258	3,480,210	1,476,974	642,490	1,869,081	754,308	7,500
Other Resources							
Transfers	750,000	88,000	0	0	65,000	0	0
Long-Term Debt Issuance	0		0	0	0	0	0
Others	230,000	124,500	5,500	0	0	0	0
Total Other Resources	980,000	212,500	5,500	0	65,000	0	0
Total Available Resources	10,753,129	12,385,132	6,880,213	1,112,174	2,846,057	818,845	257,568
Use of Resources							
Expenditures							
Salary	541,944	671,434	282,974	208,481	3,000	0	0
Benefits	245,317	325,215	134,085	105,840	0	0	0
Supplies	233,300	128,100	309,600	145,306	0	0	2,000
Services	575,063	543,541	290,867	59,463	1,697,479	744,588	400
Intergovernmental	611,236	430,444	2,500	10,000	0	0	0
Capital Outlay	1,067,000	130,000	431,000	165,700	0	0	6,400
Debt Services	483,094	380,642	0	0	0	0	0
Interfund Payments	764,719	704,320	82,185	0	0	0	0
Total Expenditures	4,521,673	3,313,696	1,533,211	694,790	1,700,479	744,588	8,800
Other Uses							
Transfers	750,000	0	0	0	0	0	0
Total Other Uses	750,000	0	0	0	0	0	0
Total Use of Resources	5,271,673	3,313,696	1,533,211	694,790	1,700,479	744,588	8,800
Change in Fund Balance	-423,415	379,014	-50,737	-52,300	233,602	9,720	-1,300
Ending Fund Balance	\$5,481,456	\$9,071,436	\$5,347,002	\$417,384	\$1,145,578	\$74,257	\$248,768
% Change in Fund Balance	-7.17%	4.36%	-0.94%	-11.14%	25.61%	0.00%	-0.52%
Fund Balance as a % of Total Use	103.98%	273.76%	348.75%	60.07%	67.37%	9.97%	2826.91%

The City built the fund balance for future projects. Some of the projects are planned for 2014.

The City is building the fund balance for the future savings.

City of Ellensburg, Washington

2014 Budget

Consolidated Financial Schedule of Revenues and Expenditures

Page 5 of 5

	Funds	Total Budget	
	Fire Relief	2014 Budget	2013 Budget
Available Resources			
Beginning Fund Balance	\$392,622	\$43,862,467	\$46,214,497
Revenues			
Taxes	0	9,928,040	10,195,296
Licenses & Permits	0	274,950	274,950
Intergovernmental	16,000	2,338,542	2,394,563
Charges for Services	0	35,094,525	34,997,040
Fines & Forfeits	0	81,800	81,800
Miscellaneous	141,581	3,511,624	3,436,626
Total Revenues	157,581	51,229,481	51,380,275
Other Resources			
Transfers	0	5,089,903	4,724,153
Long-Term Debt Issuance	0	0	1,500,000
Others	0	615,000	603,930
Total Other Resources	0	5,704,903	6,828,083
Total Available Resources	550,203	100,796,851	104,422,855
Use of Resources			
Expenditures			
Salary	78,000	10,828,018	10,984,555
Benefits	86,672	4,789,479	4,597,437
Supplies	0	15,923,030	14,108,827
Services	0	8,612,270	9,333,433
Intergovernmental	0	4,670,045	4,880,339
Capital Outlay	0	5,194,804	6,423,153
Debt Services	0	1,897,166	1,897,810
Interfund Payments	0	4,288,495	4,262,552
Total Expenditures	164,672	56,203,307	56,488,106
Other Uses			
Transfers	0	4,873,903	4,445,397
Total Other Uses	0	4,873,903	4,445,397
Total Use of Resources	164,672	61,077,210	60,933,503
Change in Fund Balance	-7,091	-4,142,826	-2,725,145
Ending Fund Balance	\$385,531	\$39,719,641	\$43,489,352
% Change in Fund Balance	-1.81%	-9.45%	
Fund Balance as a % of Total Use	234.12%		

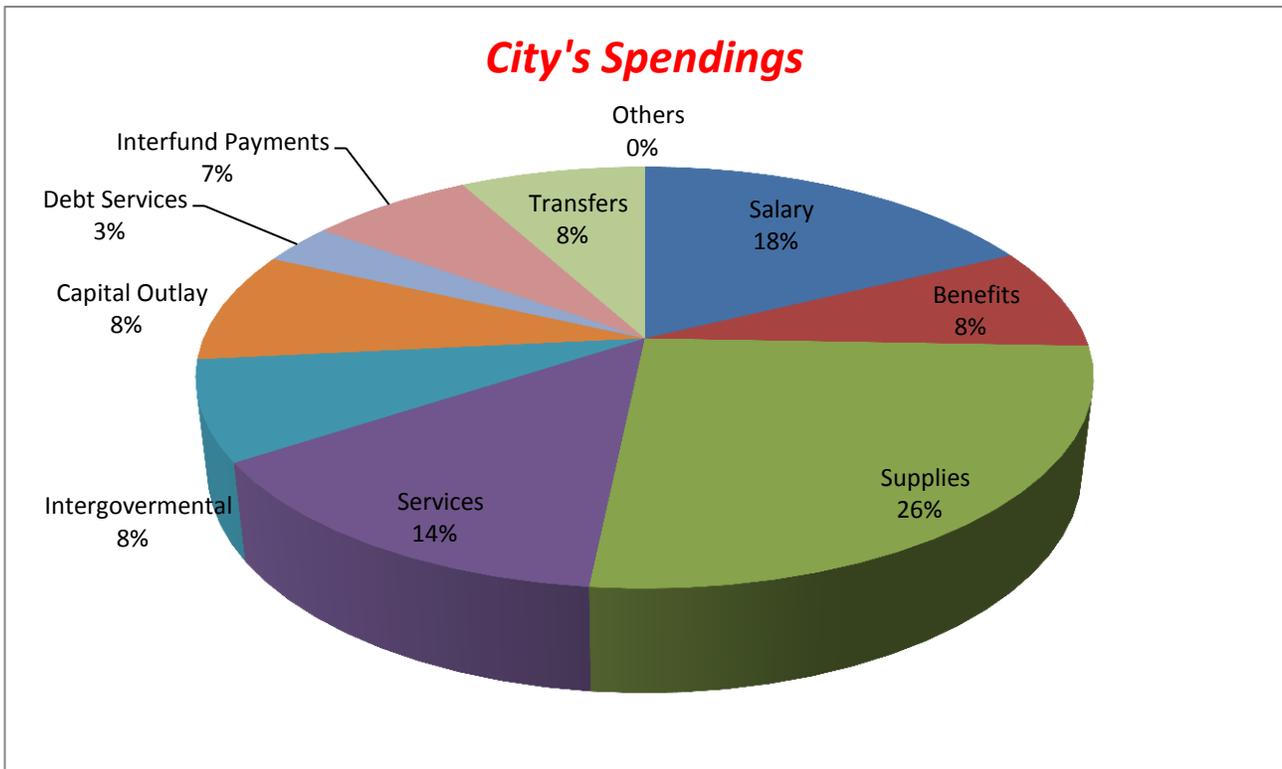
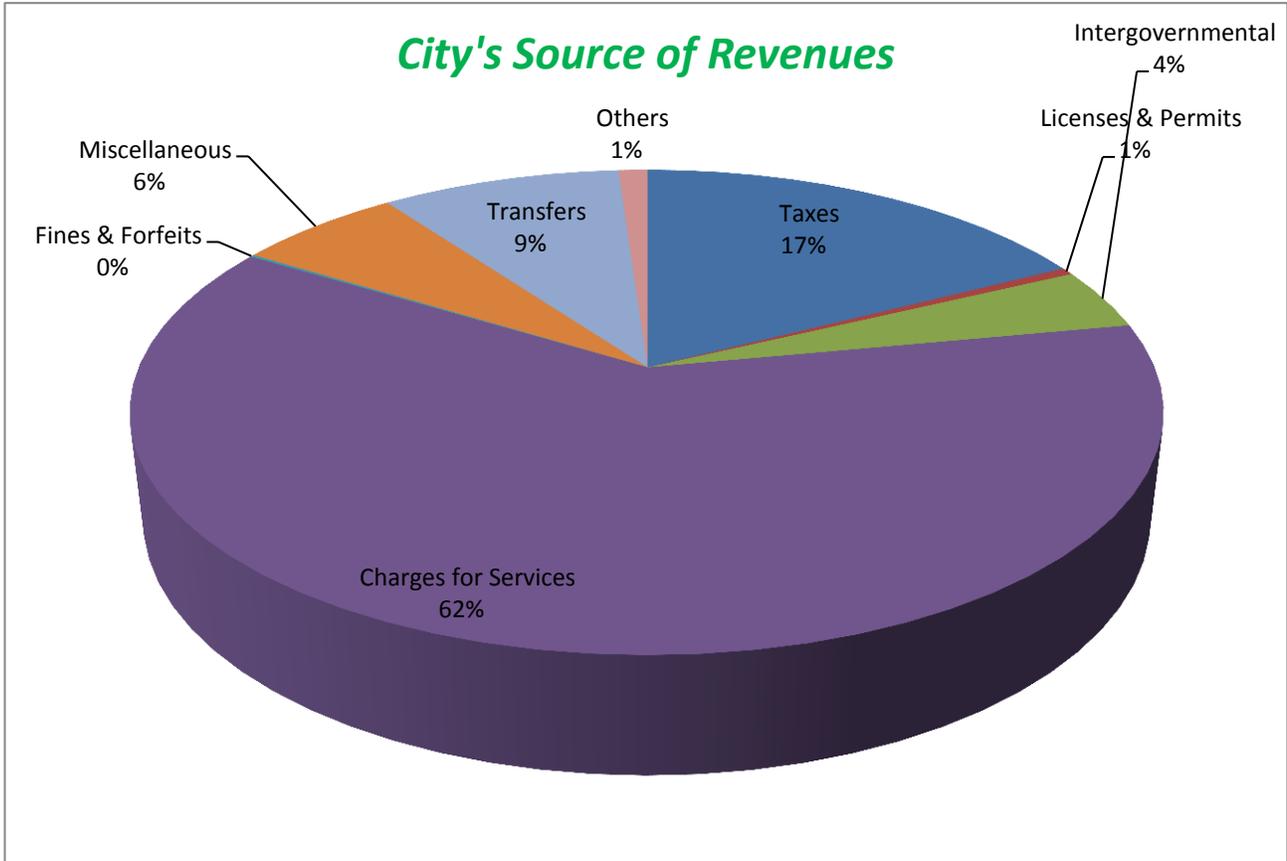
City of *Ellensburg, Washington*

2014 Budget

Consolidated Financial Schedule of Revenues and Expenditures

General Fund Expenditures by Department	
City General	\$1,187,916
Finance	1,538,469
City Manager	780,620
Police	4,228,270
Community Develop.	754,771
Engineering	845,172
Parks & Rec.	1,988,056
Library	975,020
Total Expenditures	<u>\$12,298,294</u>

City of Ellensburg, Washington



*Purchase of Gas and Electricity for resale account for about 68.34% of Supplies as shown above.

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CITY OF ELLENSBURG, WASHINGTON

2014 Budget

Consolidated Financial Schedule of the City-wide Revenues Expenditures

	Governmental Funds			Business-Type Funds		
	General Fund	Sales Tax Fund	Other Non-Major Governmental Funds	Gas	Light	Water
Available Resources						
Beginning Fund Balance	\$2,353,009	\$1,209,629	\$9,424,448	\$9,314,053	\$6,139,450	\$5,904,871
Revenues						
Taxes	5,803,687	2,800,000	1,324,353	0	0	0
Licenses & Permits	271,350	0	3,600	0	0	0
Intergovernmental	330,267	0	1,907,552	0	50,000	0
Charges for Services	3,387,610	0	1,836,956	7,548,340	14,390,222	3,856,758
Fines & Forfeits	81,800	0	0	0	0	0
Miscellaneous	206,817	5,000	3,206,178	3,500	70,624	11,500
Total Revenues	10,081,531	2,805,000	8,278,639	7,551,840	14,510,846	3,868,258
Other Resources						
Transfers	1,578,950	0	2,672,953	0	0	750,000
Long-Term Debt Issuance	0	0	0	0	0	0
Others	0	0	5,500	0	255,000	230,000
Total Other Resources	1,578,950	0	2,678,453	0	255,000	980,000
Total Available Resources	14,013,490	4,014,629	20,381,540	16,865,893	20,905,296	10,753,129
Use of Resources						
Expenditures						
Salary	5,907,372	0	1,485,788	922,687	1,180,444	541,944
Benefits	2,595,930	0	703,928	405,491	466,002	245,317
Supplies	487,435	0	857,581	4,122,274	10,080,340	233,300
Services	1,886,968	0	3,348,751	543,147	1,626,720	575,063
Intergovernmental	771,549	0	724,866	733,026	1,352,434	611,236
Capital Outlay	65,500	0	3,840,700	5,000	86,604	1,067,000
Debt Services	278,950	0	366,890	0	387,590	483,094
Interfund Payments	304,590	0	261,231	790,902	1,274,388	764,719
Total Expenditures	12,298,294	0	11,589,735	7,522,527	16,454,522	4,521,673
Other Uses						
Transfers	0	3,815,903	0	0	100,000	750,000
Bond Redemptions	0	0	0	0	0	0
Others	0	0	0	0	0	0
Total Other Uses	0	3,815,903	0	0	100,000	750,000
Total Use of Resources	12,298,294	3,815,903	11,589,735	7,522,527	16,554,522	5,271,673
Change in Fund Balance	-637,813	-1,010,903	-632,643	29,313	-1,788,676	-423,415
Ending Fund Balance	\$1,715,196	\$198,726	\$8,791,805	\$9,343,366	\$4,350,774	\$5,481,456

CITY OF ELLENSBURG, WASHINGTON

2014 Budget

Consolidated Financial Schedule of the City-wide Revenues Expenditures

	inds		Grand Total	
	Sewer	Other Non-Major Business-Type Funds	2014 Budget	2013 Budget
Available Resources				
Beginning Fund Balance	\$8,692,422	\$824,585	\$43,862,467	\$46,214,497
Revenues				
Taxes	0	0	9,928,040	10,195,296
Licenses & Permits	0	0	274,950	274,950
Intergovernmental	0	50,723	2,338,542	2,394,563
Charges for Services	3,472,610	602,029	35,094,525	34,997,040
Fines & Forfeits	0	0	81,800	81,800
Miscellaneous	7,600	405	3,511,624	3,436,626
Total Revenues	3,480,210	653,157	51,229,481	51,380,275
Other Resources				
Transfers	88,000	0	5,089,903	4,724,153
Long-Term Debt Issuance	0	0	0	1,500,000
Others	124,500	0	615,000	603,930
Total Other Resources	212,500	0	5,704,903	6,828,083
Total Available Resources	12,385,132	1,477,742	100,796,851	104,422,855
Use of Resources				
Expenditures				
Salary	671,434	118,349	10,828,018	10,984,555
Benefits	325,215	47,596	4,789,479	4,597,437
Supplies	128,100	14,000	15,923,030	14,108,827
Services	543,541	88,080	8,612,270	9,333,433
Intergovernmental	430,444	46,490	4,670,045	4,880,339
Capital Outlay	130,000	0	5,194,804	6,423,153
Debt Services	380,642	0	1,897,166	1,897,810
Interfund Payments	704,320	188,345	4,288,495	4,262,552
Total Expenditures	3,313,696	502,860	56,203,307	56,488,106
Other Uses				
Transfers	0	208,000	4,873,903	4,445,397
Bond Redemptions	0	0	0	0
Others	0	0	0	0
Total Other Uses	0	208,000	4,873,903	4,445,397
Total Use of Resources	3,313,696	710,860	61,077,210	60,933,503
Change in Fund Balance	379,014	-57,703	-4,142,826	-2,725,145
Ending Fund Balance	\$9,071,436	\$766,882	\$39,719,641	\$43,489,352

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CITY OF ELLENSBURG, WASHINGTON

Budget By Department

2013/2014 Biennial Budget

CITY'S DEPARTMENTS

This section presents the budget information by department. A department may have responsibility over multiple funds in order to track expenditures/expenses and revenues properly.

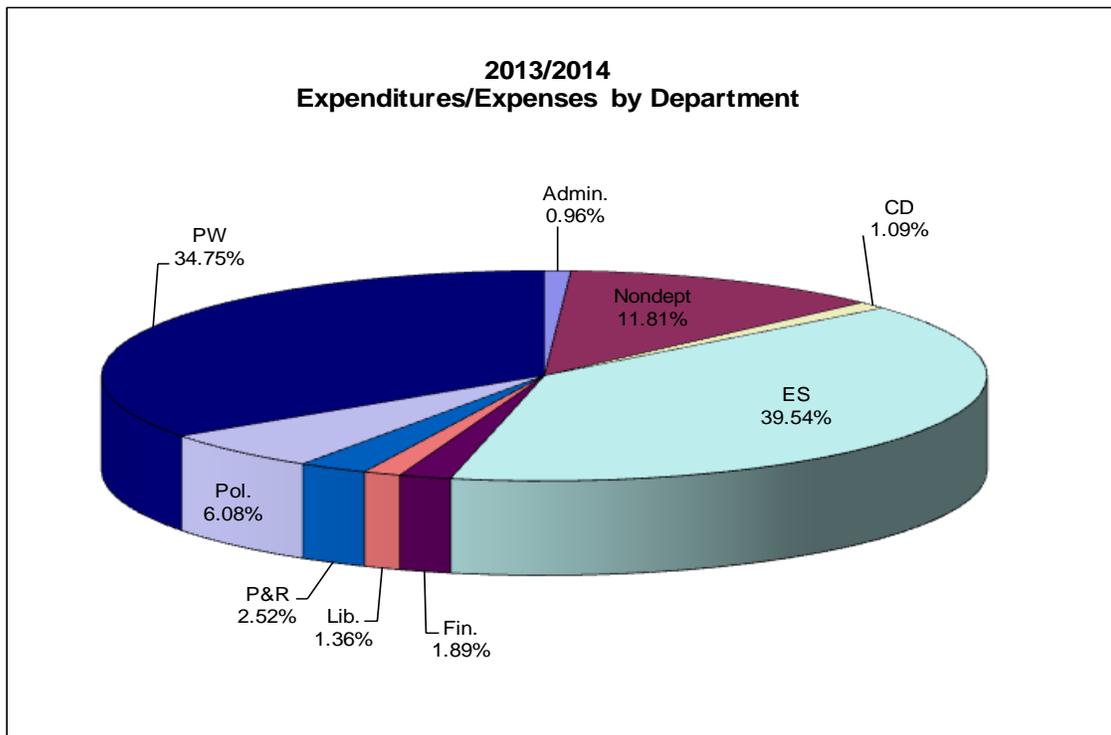
The following are some of the departments and their areas of responsibility:

- City Administration Department
 - o General Fund - City Manager
 - o General Fund - City Attorney
 - o General Fund - Human Resources
- City Non-Departmental
 - o General Fund - City General
 - o Sales Tax Fund
 - o Special Projects Fund
 - o Debt Service Funds
 - o Health Insurance Fund
 - o Risk Management Fund
 - o Fire Relief and Pension Fund
- Community Development Department
 - o General Fund - Community Development
 - o CHIP Fund
- Energy Services Department
 - o I-Net Fund
 - o Gas Fund
 - o Electric Fund
 - o Information Services Fund
 - o CATV Fund
 - o CATV Capital Fund
 - o Lodging Tax Fund
 - o EUREDRE Fund
- Finance Department
 - o General Fund – Finance
- Library Department
 - o General Fund - Library
 - o Hal Holmes Trust Fund
 - o Library Trust Fund
- Parks & Recreation
 - o General Fund - Parks & Recreation
 - o Parks Acquisition Fund
- Police
 - o General Fund - Police
 - o Criminal Justice Fund
 - o Drug Fund
 - o Police Equipment Fund
- Public Works
 - o General Fund - Engineering
 - o Street Fund
 - o Arterial Street Fund
 - o Traffic Impact Fund
 - o Sidewalk Improvement Fund
 - o Stormwater Fund
 - o Water Fund
 - o Sewer Fund
 - o Shop & Equipment Fund

CITY OF ELLENSBURG, WASHINGTON

Expenditures/Expenses By Department

		2013	2014	2014 Ending		%
		<u>Expenditures/Expenses</u>		<u>Fund Balance</u>	<u>Total</u>	<u>by Total</u>
City Administration	Admin.	\$772,017	\$780,620	\$0	\$1,552,637	0.96%
City Non-departmental	Nondept	7,090,593	7,980,448	4,021,581	\$19,092,622	11.81%
Community Development	CD	994,062	754,771	7,402	\$1,756,235	1.09%
Energy Services	ES	24,111,926	25,366,755	14,471,304	\$63,949,985	39.54%
Finance	Fin.	1,515,432	1,538,469	0	\$3,053,901	1.89%
Library	Lib.	970,557	983,820	248,768	\$2,203,145	1.36%
Parks & Recreation	P&R	1,976,344	1,988,056	115,827	\$4,080,227	2.52%
Police	Pol.	4,898,766	4,909,043	30,871	\$9,838,680	6.08%
Public Works	PW	18,603,806	16,775,228	20,823,888	\$56,202,922	34.75%
		<u>\$60,933,503</u>	<u>\$61,077,210</u>	<u>\$39,719,641</u>	<u>\$161,730,354</u>	



City Administration includes the City Manager, Human Resources, and the City Attorney.

Non-departmental includes the City General in General Fund (City Council, community projects and other general government spending that is not identifiable under any particular department). Other funds that are included in this department are Sales Tax, Lodging Tax, Special Projects, Debt Service, General Capital Project, GO Maintenance Bond Projects, Health Insurance, Risk Management, and Fire Relief & Pension Trust funds. Property tax revenue that supports all the general government services is accounted for here.

Community Development includes Building, Planning, Economic Development, and Housing.

Energy Services includes the CATV Operations & Maintenance, CATV Capital, EUREDRE, I-NET, Gas, Light, and IT funds.

CITY OF ELLENSBURG, WASHINGTON

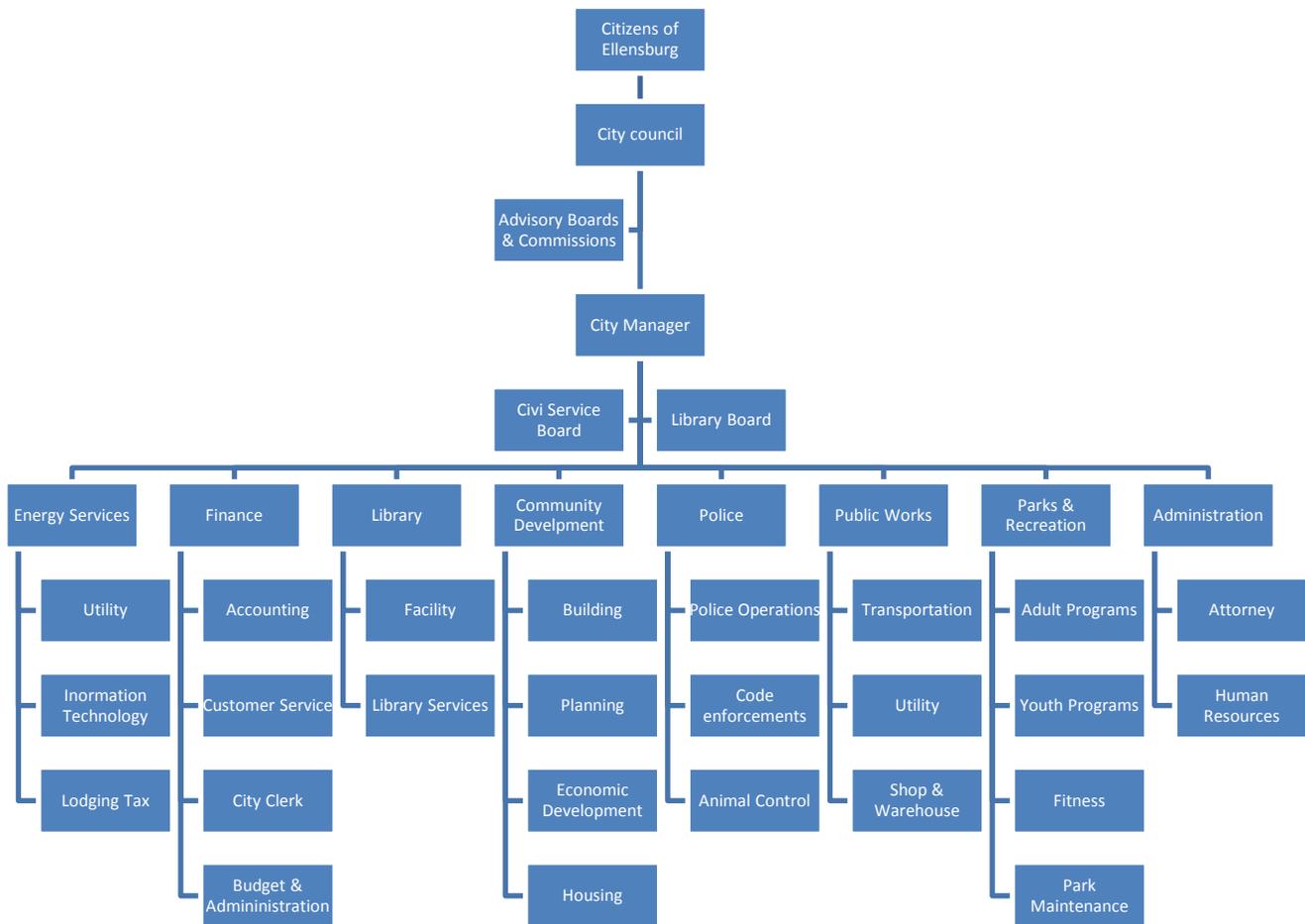
Finance Department includes Accounting, Customer Service, Budget, and Financial Reporting for the City, as well as City Clerk.

Library includes the Library department, Library Trust Fund, and the Hal Holmes Trust Fund.

Parks and Recreation includes the Parks and Recreation Department and the Park Acquisition Fund.

Police includes the Police, Criminal Justice Fund, Drug Fund, and Police Equipment Fund.

Public Works includes Engineering, Street Fund, Arterial Street Fund, Traffic Impact Fund, Sidewalk Improvement Fund, Stormwater Fund, Water Fund, Sewer Fund, and Shop & Equipment Fund.



NON-DEPARTMENTAL

Non-Departmental

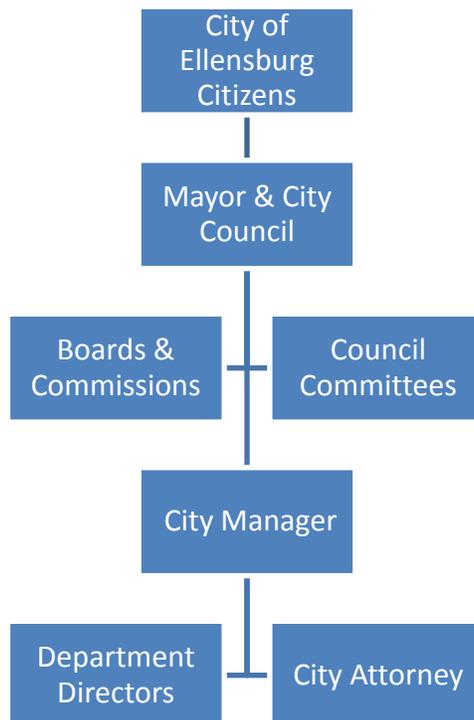
General Overview

The City General department covers both the City Council and other functions that are not the responsibility of other departments.

The City Council consists of the Mayor and six other council members. The Council is the legislative arm of the city government. It is responsible for all the legislative actions and setting policy for administration of the city government by setting policies to protect the rights of citizens of the City of Ellensburg and adopting policies that set the rates and fees to fund the services that are provided. The Council gives general direction to the City Manager, and the City Manager performs the day-to-day general administration of the City.

The City's general taxes like the property tax, utility tax, and excise tax are reported in the non-departmental department of the General Fund.

The City is dedicating \$141,081 of the general property tax revenue to fund the Fire Relief & Pension Fund (page D-14), and the amount is reported in the General Fund as "Intergovernmental" payment and revenue in the Fire Relief & Pension Fund. The budget amounts reported in 2012 are 2012 budget as amended by the Council in June, November, and December 2012.



You can reach your City Council by

- Regular mail - 501 North Anderson Street
- e-mail - citycouncil@ci.ellensburg.wa.us
- Message phone - (509) 962-7221

CITY OF ELLENSBURG, WASHINGTON

City Non-Departmental Summary

Department: City Non-Departmental **Fund:** General Fund **Account #:** 001-010

	2010	2011	2012	Budget	
	Actual	Actual	Revised Budget	2013	2014
Property Taxes*	\$2,102,373	\$2,487,661	\$2,543,520	\$2,570,339	\$2,596,042
Local Criminal Justice	252,424	273,611	261,824	261,824	261,824
Municipal- Electric	719,990	727,539	744,571	830,833	830,833
Municipal- Water	306,938	326,454	361,729	383,416	383,416
Municipal- Gas	563,763	515,107	501,768	440,118	448,921
Municipal- Sewer	290,389	301,765	320,690	344,551	344,551
Admission Tax	89,330	89,950	85,000	85,000	85,000
Electric- Puget & PUD	4,774	4,829	6,000	6,000	6,000
Garbage Tax	178,078	192,934	175,000	193,000	193,000
Television Cable 3% Tax	93,571	90,576	90,000	90,000	90,000
Telephone Tax	509,334	478,109	500,000	500,000	500,000
Leasehold Excise Tax	18,096	16,262	16,000	16,000	16,000
Gambling Tax- Punchboard	27,540	17,519	18,000	18,000	18,000
Gambling Tax- Bingo/Raffles	28	0	50	50	50
Gambling Tax- Amusement Games	104	186	50	50	50
Gambling Tax- Card Games	76,973	65,338	95,000	30,000	30,000
Garbage Permit Fee	500	500	500	500	500
State-City Assist	64,614	1,112	0	0	0
Criminal Justice- High Crime	38,873	37,464	40,000	40,000	40,000
Criminal Justice- Violent Crimes	3,860	4,020	3,700	3,700	3,700
Criminal Justice- Special Prog	14,500	15,176	14,000	14,000	14,000
Liquor Excise Tax	85,389	88,589	71,768	47,573	0
Liquor Board Profits	137,903	126,675	78,314	78,314	78,314
Photocopy Sales	403	522	250	250	250
Fines	0	360	0	0	0
Gambling Tax Penalty	0	11,637	0	0	0
Earned Interest	8,986	12,383	11,000	11,000	11,000
AT&T Site Lease	85,911	92,015	86,789	92,500	92,500
Sale of Surplus Items	1,343	192	1,000	1,000	1,000
Judgment and Settlements	2,127	0	0	0	0
Other Cashier Over/ Short	(1)	(11)	0	0	0
Miscellaneous Revenues	4,267	4,039	5,000	5,000	5,000
Insurance Proceeds	0	16,423	0	0	0
Sales Tax Support	1,591,770	1,000,000	1,018,533	1,571,400	1,578,950
Total Revenues	\$7,274,150	\$6,998,936	\$7,050,056	\$7,634,418	\$7,628,901

The increase in property tax in 2011 over 2010 was due to how the \$264,374 property tax revenue that is used to support Fire Relief & Pension Fund was accounted for in 2010 and 2011. The tax was reported directly in the Pension Fund in 2010 but reported first in the General Fund then transferred to the Pension Fund in 2011.

CITY OF ELLENSBURG, WASHINGTON

Non-Departmental - City General Summary

Department: Non-Departmental **Fund:** General Fund **Account #:** 001-011



Courtesy of Douglas MacArthur

Other City General expenditures include the City's Newsletter. The City spent \$41,820 in 2009, \$33,218 in 2010, \$21,882 in 2011 and budgeted \$30,500 in 2012, 2013, and 2014 for Town Talk.

The City spent \$36,215 in 2009, \$39,227 in 2010, \$38,615 in 2011 and budgeted \$42,284 in 2012 and \$43,328 in 2013 and 2014 for EMS services. The City spent \$83,920 in 2009, \$82,913 in 2010, \$83,578 in 2011 and budgeted \$83,000 in 2012 thru 2014 for Fire Marshal services. The \$264,375 property tax transfer to the Fire Fighter Pension Fund is reduced to \$141,081 for 2013 and 2014.

The City spent \$86,554 for LEOFF 1 retired firefighter's medical benefits in 2009, \$64,397 in 2010, \$64,690 in 2011 and budgeted \$78,526 for 2012 and 2013, and \$81,387 for 2014.

Revenues:	2010	2011	2012	Budget	
	Actual	Actual	Revised Budget	2013	2014
Intergovernmental	\$0	\$24,613	\$70,000	\$0	\$0
Charges for Goods & Services	423,071	414,865	412,059	433,530	442,109
Miscellaneous	1,550	200	0	0	0
Other Financing Sources	0	0	6,255,288		
Total Revenues	\$424,621	\$439,679	\$6,737,347	\$433,530	\$442,109

Expenditures by Object	2010	2011	2012	Budget	
	Actual	Actual	Revised Budget	2013	2014
Salaries/Wages	\$113,127	\$73,677	\$80,213	\$90,673	\$79,227
Personnel Benefits	86,143	87,821	103,745	107,293	111,691
Supplies	25,398	32,284	30,600	30,500	30,500
Services	551,247	577,038	639,386	592,496	532,170
Intergovernmental Services	31,925	298,707	306,039	187,145	148,081
Debt Services	1,148	0	4,466,445	271,400	278,950
Interfund Payments	12,285	12,101	48,556	7,297	7,297
Transfer Out	2,987	0	0	0	0
Total Expenditures by Object	\$824,260	\$1,081,627	\$5,674,984	\$1,286,804	\$1,187,916

Expenditures by program:

	Actual		Revised	Budget	
	2010	2011	2012	2013	2014
Children's Museum	1,508	1,500	1,508	0	0
CW Disability	4,037	6,650	6,500	6,500	0
Downtown Association	50,000	50,000	50,000	50,000	0
Downtown Clean up	7,488	7,488	7,488	8,087	0
Farmers Market	0	3,000	0	1,160	0
Fostering Hope	0	0	600	0	0
FISH Food Bank	7,000	7,000	7,000	7,000	0
HopeSource	13,500	13,500	15,000	20,000	0
Substance Abuse	5,564	5,564	5,564	5,564	0
Kittitas Youth Service	4,000	4,000	4,000	4,000	0
Yakima River Clean-up	750	700	700	0	0
Total Funding	\$93,847	\$99,402	\$98,360	\$102,311	\$0

The City of Ellensburg prides itself in supporting community activities and events for its citizens. The City Council funds several programs including Hope Source, FISH food bank, and Farmer's Market for the pleasure and general wellbeing of its citizens. The City will review 2014 funding of these programs in 2013.

CITY OF ELLENSBURG, WASHINGTON

In 2012, the City sold a portion of its 363 acres of land to pay off the 2001 General Obligation Bonds. The City issued the 20 year, \$2.025 million unlimited general obligation bonds to finance the purchase of the land.

In addition, in 2012 the City borrowed \$2.6 million from Light Fund at a rate lower than the current bonds and at rate higher than the Light Fund was earning on its investment to pay off the 2002 Unlimited General Obligation Bonds. The bonds issued the 20 years, \$4.58 million unlimited general obligation bonds to finance the purchase and the renovation of the current city hall. The interfund loan is scheduled to be paid off in 10 years as shown in the schedule below:

Date	Payments			Balance
	Principal	Interest	Total	
12/1/2013	245,000	25,997	270,997	2,354,657
12/1/2014	255,000	23,547	278,547	2,099,657
12/1/2015	265,000	20,997	285,997	1,834,657
12/1/2016	275,000	18,347	293,347	1,559,657
12/1/2017	290,000	15,597	305,597	1,269,657
12/1/2018	305,000	12,697	317,697	964,657
12/1/2019	320,000	9,647	329,647	644,657
12/1/2020	335,000	6,447	341,447	309,657
12/1/2021	309,657	3,097	312,754	0
Total	\$2,599,657	\$136,369	\$2,736,026	

** Please see the debt limit calculation in the "Schedule" section of this report.

On December 31 2012, the City's General Fund borrowed from the City's Shop Fund \$1,400,000 for the purpose of funding the purchase and renovation of the downtown Hubbell building. The term of the temporary interfund loan shall be for a period not to exceed three years. The City expects the funds loaned to be repaid by outside financial sources or other resources identified by the City. This purchase was made after the 2013-2014 Biennial Budget Ordinance was passed. Therefore, the debt payments for this interfund loan are not included in the 2013-2014 budget amounts.

Date	Payments			Balance
	Principal	Interest	Total	
12/20/2013	0	14,000	14,000	1,400,000
12/20/2014	0	14,000	14,000	1,400,000
12/20/2015	1,400,000	14,000	1,414,000	0
Total	\$1,400,000	\$42,000	\$1,442,000	\$2,800,000

CITY OF ELLENSBURG, WASHINGTON

Non-Departmental Summary - Sales Tax

Department: Non-Departmental **Fund:** Sales Tax Fund **Account #:** 100-140

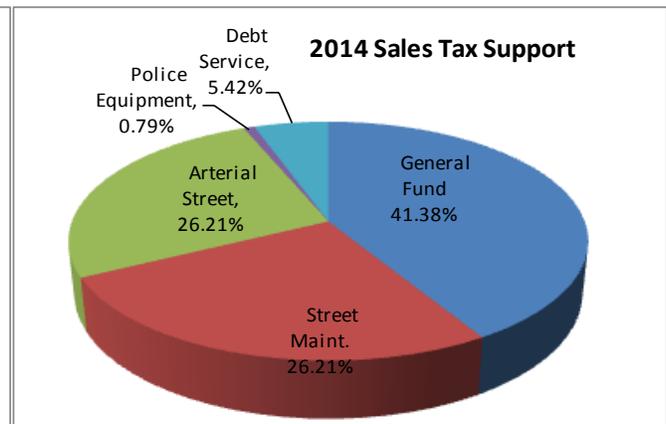
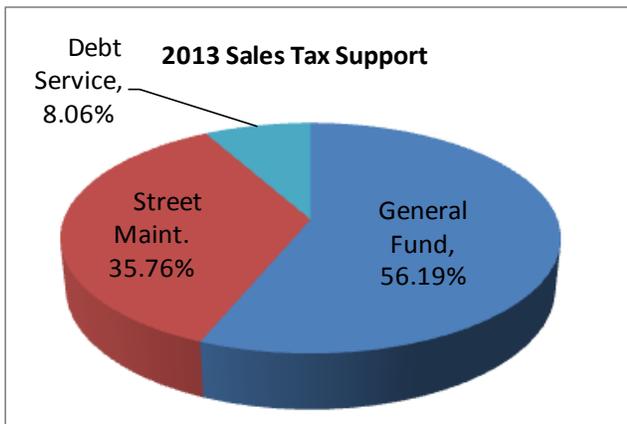
Resolution 2011-20 requires the fund to maintain a minimum of 20% of its annual budget in its reserve fund balance. The 20% of the estimated revenue of \$3,100,000 is \$620,000 and the expected 2013 fund balance is \$1,209,629, which is 39.02%. However, due to the economic condition, we are using majority of the fund balance to support the 2014 operations. The 20% of estimated revenue of \$2,800,000 in 2014 is \$560,000 and the 2014 fund balance is \$198,726, which is only 7.09%.

Revenues	2010	2011	2012	Budget	
	Actual	Actual	Revised Budget	2013	2014
Retail Sales Tax	\$2,979,989	\$3,189,873	\$3,050,000	\$3,100,000	\$2,800,000
Miscellaneous	5,910	3,189	5,000	5,000	5,000
Total Revenues	\$2,985,899	\$3,193,062	\$3,055,000	\$3,105,000	\$2,805,000

Expenditures by Object	2010	2011	2012	2013	2014
Transfers Out	\$3,436,800	\$3,005,349	\$3,063,775	\$2,796,703	\$3,815,903
Total Expenditures by Object	\$3,436,800	\$3,005,349	\$3,063,775	\$2,796,703	\$3,815,903

Expenditures by Program	2010	2011	2012	2013	2014
Capital Projects	\$25,000	\$0	\$0	\$0	\$0
General Fund	1,591,770	1,000,000	1,018,533	1,571,400	1,578,950
Police Equipment	30,000	0	0	0	30,000
Street Maintenance	1,012,313	1,097,855	1,237,303	1,000,000	1,000,000
Arterial Street	0	0	183,000	0	1,000,000
Special Projects	0	0	0	0	0
Debt Service	752,717	840,494	624,939	225,303	206,953
Risk Management	25,000	67,000	0	0	0
Total Expenditures by Program	\$3,436,800	\$3,005,349	\$3,063,775	\$2,796,703	\$3,815,903

Excess Rev. Over Exp.	(\$450,901)	\$187,713	(\$8,775)	\$308,297	(\$1,010,903)
Beginning Fund Balance	1,173,294	722,393	600,000	901,332	1,209,629
Ending Fund Balance	\$722,393	\$910,106	\$591,225	\$1,209,629	\$198,726



Sales Tax Fund will be used to service several general obligation bonds for the next few years. Therefore, a portion of the future receipts will not be available for other appropriations. See page D-12 for the expected debt schedule through 2030.

CITY OF ELLENSBURG, WASHINGTON

Non-Departmental Summary - Special Projects

Department: Non-Departmental **Fund:** Special Projects Fund **Account #:** 100-198

The Special Projects Fund was created in 2008 to set aside money to fund Council's special project allocations in order to not inflate the department's regular budget.

	2010	2011	2012	Budget	
	Actual	Actual	Revised Budget	2013	2014
Revenues					
Donations	\$15,600	\$0	\$0	\$0	\$0
Transfer In	0	0	0	0	0
Total Revenues	\$15,600	\$0	\$0	\$0	\$0
Expenditures by Object					
Supplies	\$9,427	\$0	\$0	\$0	\$0
Services	3,360	0	5,000	0	0
Capital Outlays	0	0	0	0	0
Total Expenditures by Object	\$12,787	\$0	\$5,000	\$0	\$0
Expenditures by Program					
Animal Shelter	\$3,360	\$0	\$0	\$0	\$0
Library Computers	9,427	0	0	0	0
Pool	0	0	0	0	0
Total Expenditures by Program	\$12,787	\$0	\$0	\$0	\$0
Excess Rev. Over Exp.	\$2,813	\$0	(\$5,000)	\$0	\$0
Beginning Fund Balance	7,011	7,011	7,011	2,011	2,011
Ending Fund Balance	\$9,824	\$7,011	\$2,011	\$2,011	\$2,011

The fund does not have anything budgeted for 2013 or 2014.

CITY OF ELLENSBURG, WASHINGTON

Non-Departmental Summary – 2010 G.O. Bond Debt Funds

Department: Non-Departmental **Fund:** 2010 GO Debt Fund **Account #:**200-225

Date: 2010

Purpose: The City issued bonds to finance various capital projects, including: roof replacement on various municipal buildings; renovations at the City’s pool facility and various other recreational properties and facilities; upgrade of an audio system for the Council chambers; various transportation related improvements, including traffic signal and road projects, and parking improvements; and a flood plain improvement project.

Interest: Semiannual each June 1st and December 1st
Interest rates range from 2.00% to 5.00%. The bond is callable in December 2020.

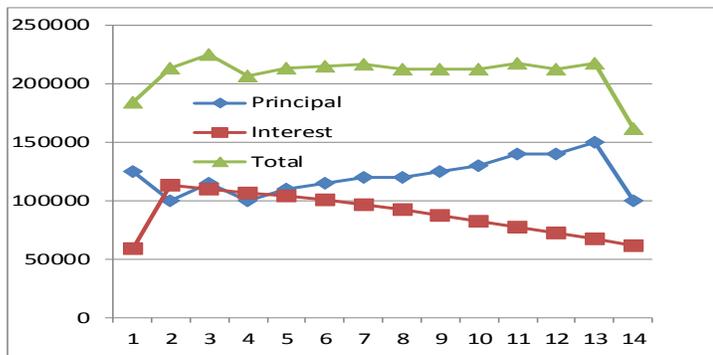
Rating: Standard & Poor’s AA

Budget Year Impact:

	2010	2011	2012	Budget	
	Actual	Actual	Revised Budget	2013	2014
Revenues					
Transfers In	\$213,200	\$255,402	\$213,403	\$265,303	\$246,953
Total Revenues	\$213,200	\$255,402	\$213,403	\$265,303	\$246,953
Expenditures					
Principal	\$125,000	\$100,000	\$100,000	\$115,000	\$100,000
Interest	88,200	115,100	113,101	110,000	106,650
Admin Fees	0	302	302	303	303
Total Expenditures	\$213,200	\$215,402	\$213,403	\$225,303	\$206,953

Debt Service:

Years	Principal	Interest	Total
2012	100,000	113,100	213,100
2013	115,000	110,100	225,100
2014	100,000	106,650	206,650
2015	110,000	103,650	213,650
2016	115,000	100,350	215,350
2017	120,000	96,900	216,900
2018	120,000	92,100	212,100
2019	125,000	87,300	212,300
2020	130,000	82,300	212,300
2021	140,000	77,100	217,100
2022	140,000	72,200	212,200
2023	150,000	67,125	217,125
2024	100,000	61,500	161,500
2025		57,250	57,250
2026		57,250	57,250
2027		57,250	57,250
2028		57,250	57,250
2029		57,250	57,250
2030	1,145,000	57,250	1,202,250
	\$2,710,000	\$1,513,875	\$4,223,875



The City will stop making payments on the principal in 2024 and make a balloon payment in 2030; in order to make the balloon payment in 2030 the City should start setting aside \$190,834 per year in 2025 for the principal to accumulate \$1,145,000 in 2030.

Security: The bonds are secured with the full faith and credit of the City and are payable from any legally available funds of the City.

Summary of limited Debt Service Payments

The City plans to cover the annual debt service amounts shown above with revenues from Sales Tax transferred into the respective debt service funds. Therefore, amounts set aside to service the debts will no longer be available for general operations.

The following is the schedule of outstanding amount of the Limited Tax General Obligation Bond debts:

Year	2010 Bond(# 225)	
	Principal	Balance
End of 2012		2,610,000
2013	115,000	2,495,000
2014	100,000	2,395,000
2015	110,000	2,285,000
2016	115,000	2,170,000
2017	120,000	2,050,000
2018	120,000	1,930,000
2019	125,000	1,805,000
2020	130,000	1,675,000
2021	140,000	1,535,000
2022 and after	1,535,000	0

CITY OF ELLENSBURG, WASHINGTON

Non-Departmental Summary - G.O. Bond Debt Funds

Department: Non-Departmental **Fund:** Library Constr. Debt Fund **Account #:**200-230

Date: March of 2003

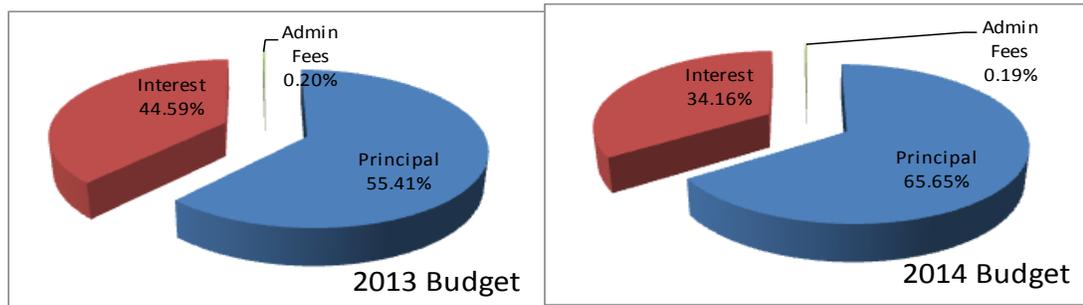
Purpose: The citizens of the City of Ellensburg voted to approve an unlimited liability bond to finance the renovation of the City's Library and event center (Hal Holmes) in 2002. The unlimited liability bond was \$1,905,000, issued in March of 2003.

Interest: Semiannual each June 1st and December 1st
The interest rates range from about 3% to 4.35% through the year 2022.

Security: The bonds are secured by the full faith and credit of the City and are payable from special property tax levy and any legally available funds of the City.

Budget Year Impact:

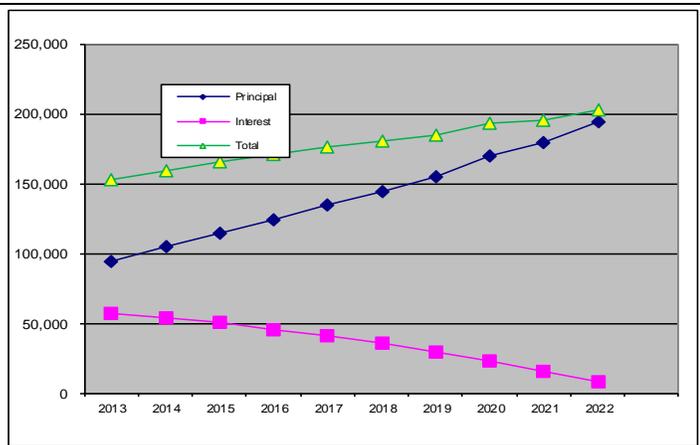
	2010	2011	2012	Budget	
	Actual	Actual	Revised Budget	2013	2014
Revenues					
Taxes	\$144,764	\$149,282	\$148,000	\$153,405	\$159,937
Misc	167	116	0	0	0
Total Revenues	\$144,931	\$149,397	\$148,000	\$153,405	\$159,937
Expenditures					
Debt Services					
Principal	\$75,000	\$80,000	\$90,000	\$95,000	\$105,000
Interest	67,013	64,388	61,388	58,103	54,635
Admin Fees	0	302	302	302	302
Total Expenditures	\$142,013	\$144,689	\$151,690	\$153,405	\$159,937
Excess of Rev. Over Exp.	\$2,918	\$4,708	(\$3,690)	\$0	\$0
Beginning Fund Balance	40,025	42,943	49,169	43,960	43,960
Ending Fund Balance	\$42,943	\$47,650	\$45,479	\$43,960	\$43,960



CITY OF ELLENSBURG, WASHINGTON

Debt Service:

Years	Principal	Interest	Total
2013	95,000	58,103	153,103
2014	105,000	54,635	159,635
2015	115,000	50,803	165,803
2016	125,000	46,318	171,318
2017	135,000	41,443	176,443
2018	145,000	35,908	180,908
2019	155,000	29,963	184,963
2020	170,000	23,453	193,453
2021	180,000	16,313	196,313
2022	195,000	8,483	203,483
	<u>\$1,420,000</u>	<u>\$365,418</u>	
			1,785,418



CITY OF ELLENSBURG, WASHINGTON

Non-Department Summary – Capital Projects

Department: Non-Departmental **Fund:** Capital Projects Fund **Account #:** 300-365

The Capital Projects Fund is used to account for the construction and acquisition of major capital facilities and items other than those financed by the special assessments or proprietary funds.

	2010	2011	2012	Budget	
	Actual	Actual	Revised Budget	2013	2014
Revenues					
Misc.	\$143	\$118	\$0	\$0	\$0
Transfers In	122,092	0	0	0	0
Total Revenues	\$122,235	\$118	\$0	\$0	\$0

Expenditures by Object

Services	\$0	\$0	\$0	\$11,500	\$0
Intergovernmental	\$2,987	\$0	\$0	\$0	\$0
Capital Outlay	7,381	0	0	0	0
Debt Services	383	0	0	0	0
Total Expenditures	\$10,751	\$0	\$0	\$11,500	\$0
Excess of Rev. Over Exp.	\$111,484	\$118	\$0	-\$11,500	\$0
Beginning Fund Balance	-45,350	66,134	66,135	66,252	54,752
Ending Fund Balance	\$66,134	\$66,252	\$66,135	\$54,752	\$54,752

2013 Proposed Budget Items

Repair Police Parking Lot- \$7,500

Replace Auditorium Doors, and Men's Bathroom Stall Doors at Hal Holmes- \$4,000

CITY OF ELLENSBURG, WASHINGTON

Non-Department Summary – Health & Benefits

Department: Non-Departmental **Fund:** Health & Benefits Fund **Account #:** 500-540

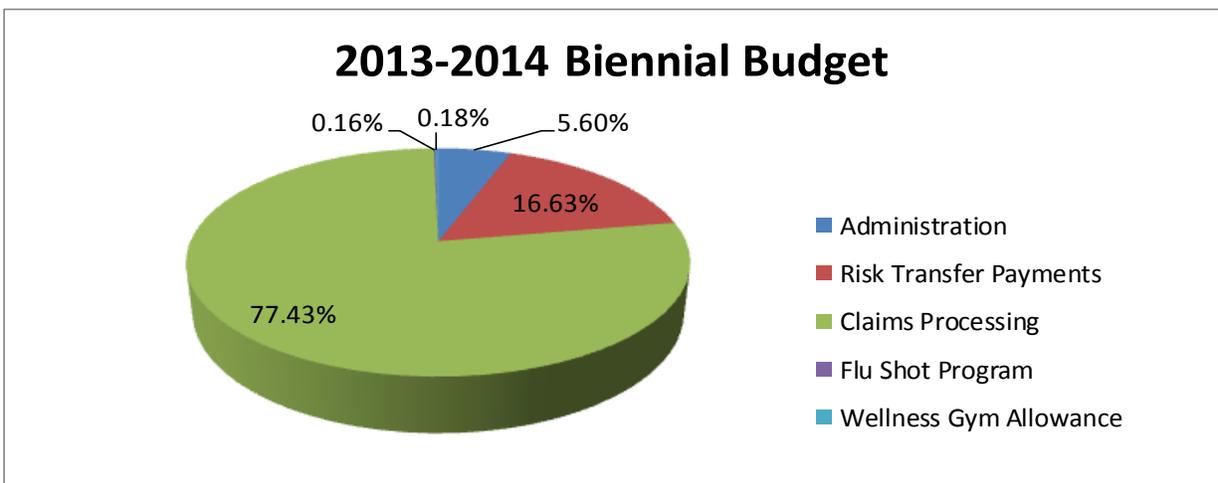
The Health & Benefits Fund was created in 2010. The City is partially self-insured for its employee health and benefits program. The City purchased individual and aggregate stop loss insurance to limit its risk exposure. The City will pay up to \$50,000 in claims for an individual employee and up to \$1.3 million for the entire group. Once the maximum amount is exceeded then the insurance company takes over. As of the end of June 2012, the City has recovered \$25,046 from the Insurance companies.

	2010	2011	2012	Budget	
	Actual	Actual	Revised Budget	2013	2014
Revenues					
Miscellaneous	\$1,503,281	\$1,574,203	\$1,658,632	\$1,792,563	\$1,869,081
Insurance Recoveries	0	115,969	65,000	65,000	65,000
Total Revenues	\$1,503,281	\$1,690,172	\$1,723,632	\$1,857,563	\$1,934,081

Expenditures by Program

Administration	\$66,740	\$70,821	\$95,247	\$95,247	\$95,247
Risk Transfer Payments	\$169,776	\$255,306	\$282,730	\$282,730	\$282,730
Claims Processing	919,983	1,210,654	1,319,223	1,316,702	\$1,316,702
Flu Shot Program	0	0	2,800	2,800	\$2,800
Wellness Gym Allowance	0	0	0	3,000	\$3,000
Total Expenditures	\$1,156,499	\$1,536,782	\$1,700,000	\$1,700,479	\$1,700,479

Excess of Rev. Over Exp.	\$346,782	\$153,391	\$23,632	\$157,084	\$233,602
Beginning Fund Balance	105,562	452,344	470,401	754,892	911,976
Ending Fund Balance	\$452,344	\$605,735	\$494,033	\$911,976	\$1,145,578



CITY OF ELLENSBURG, WASHINGTON

Non-Department Summary – Risk Management

Department: Non-Departmental **Fund:** Risk Management Fund **Account #:** 500-545

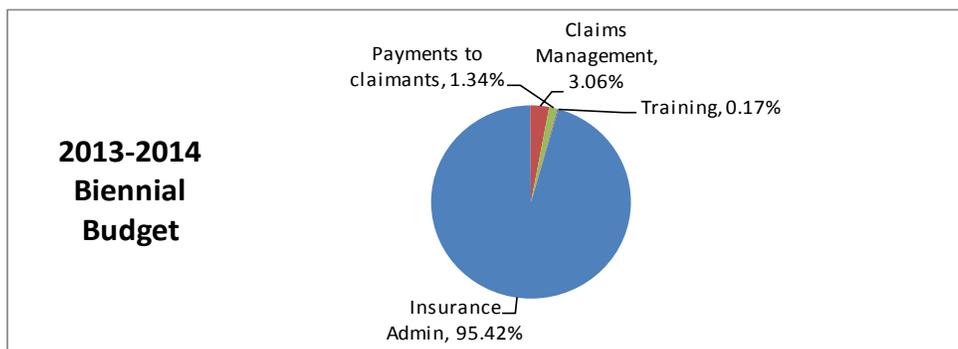
The Risk Management Fund was established in 1984 to pay claims that are self-insured by the City, i.e. the deductibles. In 1998, the City Council expanded the fund’s program to include programs that may also reduce the City’s liability in terms of employees’ health, safety, or injury by sponsoring training and wellness programs for the City employees. The fund was previously accounted for in 100-171 and was moved to 500-545 in 2011.

	2010	2011	2012	Budget	
	Actual	Actual	Revised Budget	2013	2014
Revenues					
Miscellaneous	\$4,284	\$59	\$0	\$0	\$0
Charges for Fees	25,000	0	765,087	754,308	754,308
Insurance Proceeds	0	13,373	0	0	0
Transfers In	0	67,000	0	0	0
Total Revenues	\$29,284	\$80,432	\$765,087	\$754,308	\$754,308

Expenses by Object					
Supplies	\$1,241	\$365	\$0	\$0	\$0
Services	74,884	47,962	744,588	744,588	744,588
Total Expenses by Object	\$76,125	\$48,327	\$744,588	\$744,588	\$744,588

Expenses by Program					
Flu shots	\$1,900	\$2,075	\$0	\$0	\$0
Insurance Admin	74,141	34,971	710,492	710,492	710,492
Claims Management	0	0	22,800	22,800	22,800
Payments to claimants	0	10,513	10,000	10,000	10,000
Training	0	667	1,296	1,296	1,296
Safety	85	101	0		
Total Expenses by Program	\$76,126	\$48,327	\$744,588	\$744,588	\$744,588

Excess Rev. over Exp.	-\$46,842	\$32,105	\$20,499	\$9,720	\$9,720
Beginning Fund Balance	49,055	2,213	0	54,817	64,537
Ending fund Balance	\$2,213	\$34,318	\$20,499	\$64,537	\$74,257



CITY OF ELLENSBURG, WASHINGTON

Non-Departmental Summary - Fire Relief & Pension Fund

Department: Non-Departmental

Fund: FR&P Fund

Account #: 600-651

	2010	2011	2012	Budget	
	Actual	Actual	Revised Budget	2013	2014
Revenues					
Property Tax	\$264,375	\$0	\$0	\$0	\$0
Insurance Premium	23,723	10,922	16,000	16,000	16,000
Miscellaneous	3,237	264,737	500	500	500
Support From General Fund	0	0	264,375	141,081	141,081
Total Revenues	\$291,335	\$275,658	\$280,875	\$157,581	\$157,581
Expenditures by Object					
Salaries/Wages	\$66,890	\$73,022	\$78,000	\$78,000	\$78,000
Personnel Benefits	85,214	83,051	81,375	83,811	86,672
Services	0	7,775	0	10,000	0
Debt Service	2,944	0	0	0	0
Total Expenditures by Object	\$155,048	\$163,848	\$159,375	\$171,811	\$164,672
Expenditures by Program					
Pension Salary	\$66,890	\$73,022	\$78,000	\$78,000	\$78,000
Medical Benefits	85,214	83,051	81,375	83,811	86,672
Actuary Study	0	7,775	0	10,000	0
Debt Service	2,944	0	0	0	0
Total Expenditures by Program	\$155,048	\$163,848	\$159,375	\$171,811	\$164,672
Excess Rev. Over Exp.	\$136,287	\$111,810	\$121,500	(\$14,230)	(\$7,091)
Beginning Fund Balance	37,253	173,540	250,000	406,852	392,622
Ending Fund Balance	\$173,540	\$285,350	\$371,500	\$392,622	\$385,531

The Fire Relief & Pension Fund as of December 2012 has 10 participants, out of these 10 participants, eight of them are retirees, and two are widows of the retirees. Their ages range from 64 to 81 years old.

The actuarial valuation study performed by Milliman Consultants and Actuaries in 2011 for period ending December 31, 2010 concluded that the Ellensburg Firefighters' Pension Fund had \$0.89 million actuarial accrued liabilities against the \$0.37 million actuarial value of assets with unfunded actuarial accrued liabilities of \$0.853 million. As of the end of 2010, the consulting firm of Milliman estimated our funding ratio to be about 4% of our actuarial accrual liabilities. The City will conduct another study in 2013.

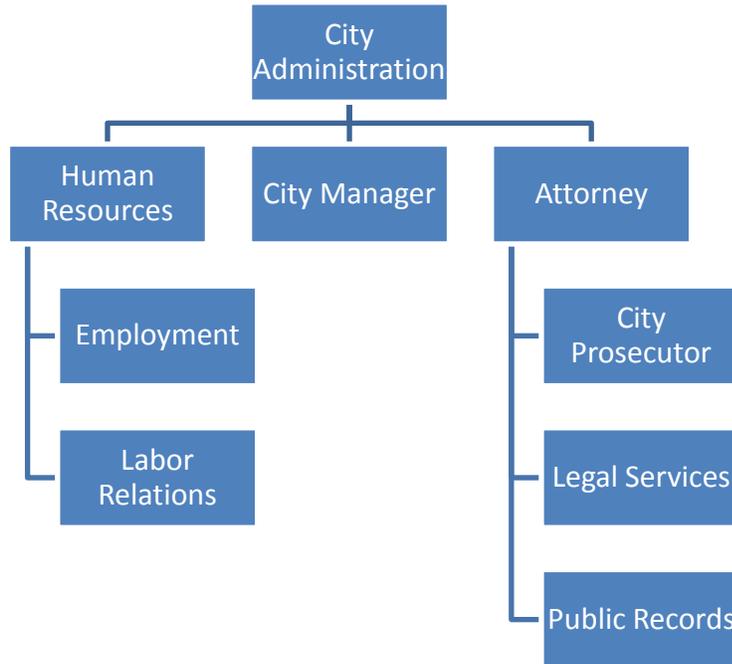
The City is dedicating \$141,081 of the total property tax levy to the Fire Relief and Pension Fund, to fund the unfunded actuarial accrued liabilities. The year 2013 will be the sixth year where the City has used a portion of the Property Tax revenue to fund this pension fund in accordance with the law. The consultant recommends annual contributions through 2017.

CITY ADMINISTRATION

City Administration

The City Administration consists of the City Manager's Office, City Attorney's Office, and the Human Resources Department. Currently it is staffed by 5.46 FTE.

Location: First floor, City Hall, 501 North Anderson Street, Ellensburg
Business Hours: 8:00 a.m. - 5:00 p.m.



City Manager

Mission Statement: To provide administrative leadership and support to the City Council in the setting and accomplishment of community goals.

Goals:

- Continue to expand support for a positive business environment.
- Continue improvements to the City's web presence.
- Coordinate and support all the City Boards and Commissions through an effective recruitment, selection process and monitor the work of the appointed officials and staff.

Strategies

- Coordinate and support all the City departments and boards through an effective recruitment and selection process, and by monitoring the work of the appointed officials and staff.
- Work closely with other local governmental jurisdictions, local civic organizations and agencies to better serve the City.
- Continue improvements to the City's web presence.
- Continue to expand support for a positive business environment.

General Overview

The City Manager is the chief executive officer of the City. It is the City Manager's responsibility to execute and enforce the policies established by the City Council, provide administrative direction to all City departments, and to expend funds according to the budget approved by the City Council. Major functions include:

- analyzing primary policy and preparing alternative actions;
- coordinating and directing cross departmental activities;
- supervising department directors, City Attorney, Human Resources Director, and Executive Assistant;
- developing and monitoring annual work program;
- providing interface with federal, state and local institutions and agencies;
- developing and providing oversight for major research and analytical studies;

- serving as the public information center for the City; and
- representing the City in negotiations, intergovernmental efforts, and ceremonial activities as requested by Council.

Balancing the community and employees' needs with the resources available to the City of Ellensburg in a manner that does not over tax the residents of the city is the major task of the City Manager. The following are some of the ways we accomplished this:

- We seek outside financing sources like state and federal grants to complement the local resources and lessen the burden on the city residents.
- We collaborate with other government entities to provide quality services. The City worked with Fire District No. 2 to combine resources to serve the citizens better. The City's Fire Department merged with the Fire District to serve the citizens of the City of Ellensburg more efficiently. We work with the County to provide good park facilities and programs for our citizens. The City of Ellensburg also collaborates with Kittitas County to provide library service, adult activity programs, and an animal shelter for the residents of the City of Ellensburg and its surroundings.

New Initiatives

- Lead an operational review of city government services in preparation for the next City budget process.
- Develop objective and collaborative ways to measure the activities of our department and allocation of City resources.
- Continue to provide management oversight of City activities.

Ongoing Commitments

- Complete employee reviews within 30 days of the due date.

2012 Accomplishments

- Supported and facilitated the purchase of the Hubble/Geddis building as part of a downtown revitalization effort through the Ellensburg Business Development Authority.
- Provided Council and staff support for the completion of the Dolarway Road improvements, Alder Street Park, and for the addition of 30 acres to Rotary Park.
- Negotiated and completed the sale of 100 acres, generating enough revenue to retire the outstanding debt on the 360 acres the City purchased in 1999.
- Provided administrative support for Council initiatives, including Transit, Housing, Non-Motorized transit, and others.
- Provided succession planning for key department heads, appointed Larry Dunbar as Energy Services Director.
- Continued to represent the City as a Project Revenue Board member for the Pacific Northwest Smartgrid Demonstration Project.

City Attorney

Mission Statement: To provide legal advice and support to the City Council in the setting and accomplishment of community goals.

Goals:

- Enhance preventive law strategies for the City departments.
- Continue to provide timely and quality legal services to the City Council, City Manager, and the City departments in the most cost effective manner for the benefit of the citizens of the City of Ellensburg
- Initiate and defend lawsuits on behalf of the City
- Preparation of ordinances, resolutions, and other related documents required to carry out City policies and City Council's decisions

Strategies:

- Enhance preventive law strategies for the City departments.
- Provide timely and quality legal services to the City Council, City Manager, and the City departments in the most cost effective manner for the benefit of the citizens of the City of Ellensburg.
- Initiate and defend lawsuits on behalf of the City.
- Preparation of ordinances, resolutions, and other related documents required to carry out City policies and City Council's decisions.



General Overview:

State law requires that each city have a City Attorney. The City Attorney is appointed by the City Manager with the consent of the City Council.

2012 Accomplishments

- Recruitment and selection of contract City Prosecutor.
- Oversight and implementation of successful transition to Washington Cities Insurance Authority (WCIA).
- Negotiation of new labor agreements with Office of Professional Employees Union, Teamster-Public Works, and Teamsters- Police affecting half the City's workforce.

Human Resources

Mission Statement: The Human Resources Division serves the City of Ellensburg by focusing efforts on the Department's most valuable asset, its employees. The Department does this through recruiting, hiring, retaining, and developing staff. They provide services that promote an environment characterized by fair treatment of staff, open communications, personal accountability, trust, and mutual respect.

Strategies

- Optimizing the Organization.
 - Competency models/skills/job descriptions
 - Personnel policies and programs
 - Organization review, planning, succession planning and management development
- Ensuring competitive pay and benefits
 - Conduct Employee Compensation Survey every three years
 - Conduct benefit package cost every year
- Hiring and retaining people who will make us successful
 - Conduct a process to attract, screen, and select the most qualified candidate
 - Recruit, interview, and assist in the selection of employees
 - Utilize recruitment websites, job search engines, in-house recruitment, trade publishing, and agencies

General Overview

The Human Resources Division of the City Administration is responsible for labor relations, safety, employee relations and compensation, benefit program administration, employment, training, and individual and organization development.

New Initiatives

- Coordinate benefit program and pricing structure for each benefit year with the City Manager and Finance Director for the following year budget
- Heighten awareness on the safety program
- Continue to ensure all City employees receive at least one performance evaluation a year

Ongoing commitments

- Provide leadership and direction in the development of short and long-term personnel goals
- Continue to promote wellness programs for employees
- Provide general human resources consulting services to department directors, supervisors, and employees regarding legal compliance, performance management, HR policies and procedures, city values and priorities, and conflict resolution

2012 Accomplishments

- Comprehensive safety training programs
- Implemented Interactive Communication and Training Solutions for the City of Ellensburg employees
- Assist City Attorney in preparation for union negotiations

Workload Measures

	2009	2010	2011	2012
Regular Full & Part time	148	146	157	160
Positions opened & processed	16	15	14	17
Compensation study	2	4	4	2
Safety meetings held	12	12	12	12
Wellness meetings	8	12	12	12

CITY OF ELLENSBURG, WASHINGTON

City Administration – Financial Summary

Department: City Administration **Fund:** General Fund **Account #:** 001-013

	2010	2011	2012	Budget	
	Actual	Actual	Revised Budget	2013	2014
Revenues					
Charges for Serv.	\$457,473	\$466,621	\$475,954	\$417,561	\$425,914
Total Revenues	\$457,473	\$466,621	\$475,954	\$417,561	\$425,914
Expenditures by Object					
Salaries/Wages	\$554,351	\$456,676	\$467,080	\$472,352	\$473,803
Personnel Benefits	149,593	126,108	136,299	134,479	141,865
Supplies	10,857	8,950	11,901	11,601	11,601
Services	126,633	111,086	133,289	133,689	133,689
Interfund Payments	25,036	23,311	20,395	19,896	19,662
Total Expenditures by Object	\$866,470	\$726,131	\$768,964	\$772,017	\$780,620
Expenditures by Program					
City Manager's Office	\$392,379	\$267,102	\$274,517	\$277,125	\$279,691
Legal Services	290,801	276,962	300,727	297,294	299,621
Personnel services	183,284	182,067	193,720	197,598	201,308
Total Expenditures by Program	\$866,464	\$726,131	\$768,964	\$772,017	\$780,620
Excess of Rev. over Exp	(408,997)	(259,510)	(293,010)	(354,456)	(354,706)
FTE	6.76	5.46	5.46	5.46	5.46



The City Administration Department includes City Manager's Office which consists of one (1) City Manager, and one (1) Executive Assistant. The City Attorney's Office consists of one (1) City Attorney and a .46 FTE Executive Assistant. The Human Resources Division consists of one (1) HR Director and one (1) HR Specialist.

The New City Hall. The City completed the renovation of the old Washington Elementary School in 2005. In staying true to our past, the City renovated the building to meet the City's needs without having to tear the building down. The outside remains intact and on the national historical register.

FINANCE DEPARTMENT

Finance Department

Finance Department consists of the (1) Customer Service, (2) Accounting Division, (3) City Clerk, and (4) Budget.

Location: First floor, City Hall, 501 North Anderson Street, Ellensburg.
Business Hours: 8:00 a.m. - 5:00 p.m. The office is open during lunch to serve the public.

Mission Statement: To promote responsible fiscal management and accountability.

Goals:

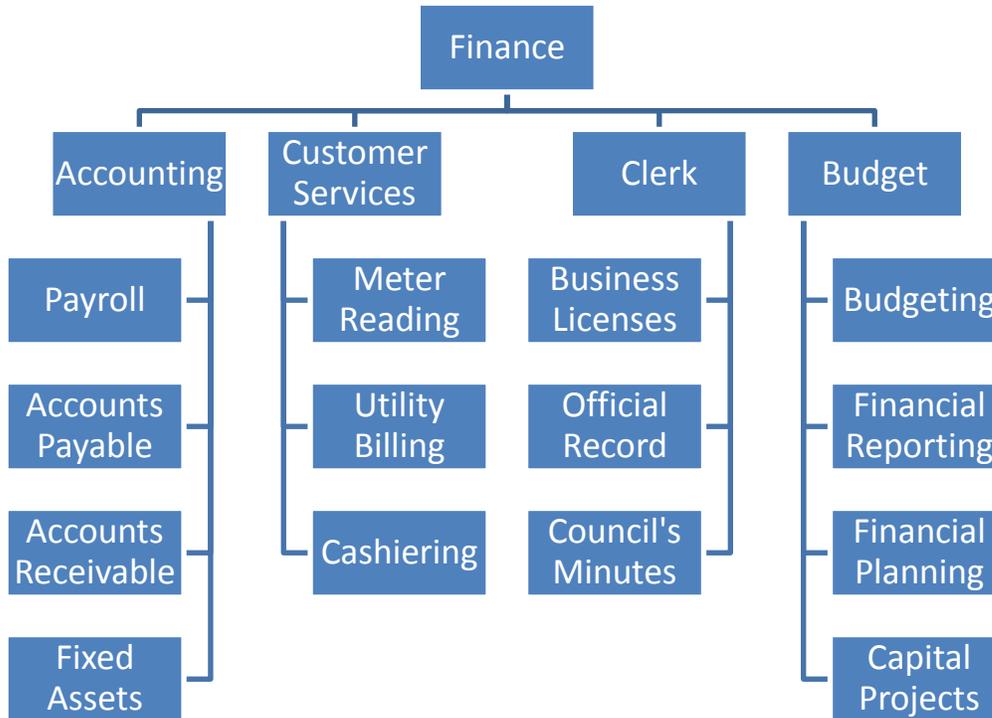
- Ensure the long-term financial stability and health of the City of Ellensburg
- Protect the City's financial integrity and credibility
- Strengthen the department's customer service excellence

Strategies

- Ensure the long-term financial stability and health of the City of Ellensburg
 - Recommend to Council and Management responsible financial management practices to ensure financial decisions are sustainable and the City's AA bond rating is maintained
 - Continue to provide timely and accurate financial information to the City Council and the City management staff to improve the quality of management decisions
 - Seek third party certification of the City's budget and financial reports
- Protect the City's financial integrity and credibility
 - Continue to receive unqualified audit opinions from State Auditor's Office
 - Maintain the City's AA credit rating
 - Continue to provide regular and timely financial reports
 - Conduct annual department cash audits
- Strengthen the department's customer service excellence
 - Conduct internal operations in a way that emphasizes high quality customer service, provides effective and efficient services, and contributes to a positive community identity
 - Provide timely and accurate utility meter reading
 - Provide timely and accurate billing
 - Continue document imaging of the Clerk's records
 - Continue up-to-date maintenance of the department's web site

General Overview

The Finance Department provides financial management for the City and has oversight responsibility of the financial activities of the City. This includes budget coordination, debt management, day-to-day accounting of the city’s financial transactions, investments, financial reporting, utility billing and payments, and maintaining City’s official records.



Accounting Division provides accounting services to all the City’s departments and KITTCOM including payroll, accounts payable, general billing, investment, general ledger, capital project accounting, cash management, accounts receivable, and financial reporting.



Customer Service is responsible for the timely and accurate reading of the utility meters, timely and accurate billing of the customers, and cashiering for payment of utility billings. The centralized cashiering supports the City’s five utility services: electric, gas, water, sewer, and stormwater. Additionally, due to its location it serves as the City’s information desk.

The City started its “online” payment in September of 2007. This has increased the payment options for the utility customers. The City also moved all its customers from bimonthly to monthly billing at the beginning of 2007. This has increased the

volume of meters to read, the number of utility bills to be mailed out, the number of monthly payments and this in-turn has increased the cash flow of the City as well.



Clerk is responsible for maintaining the City's legal documents, and receiving official documents on behalf of the City. The Clerk records and maintains the official minutes of the City Council, and issues business licenses for businesses operating within the city limits. The Clerk bills and maintains records on gambling taxes.

Budget & Administration is responsible for the general administration of the department, budget and financial reporting.

Trends and Major Challenges Influencing the Department

- **Transient Community:** Majority of our utility customers are students and when they leave it is hard to track them down making our uncollectible accounts a little higher and collections more difficult.
- **Investment Return:** Due to the current economy, the returns on the investment of City's surplus cash are lower this year compared to few years ago.
- **Technology:** Technology will continue to affect how we do business, we are investing in online bill payment that will make it easy for people to use credit card, check, or debit card to pay their bills online. In addition, we are exploring a kiosk facility that will allow people to pay their bills at an automated kiosk inside city hall without talking to our customer service staff. This will improve our efficiency and provide more options for our customers to pay.

New Initiatives

- Continue to submit the report to the State Auditor's Office by the due date
- Submit the CAFR to the GFOA for certification to enhance the City's credit rating
- Submit our budget to GFOA for certification
- Improve the online payment process
- Propose a revised past due collection policy to the City Manager & Council
- Work with other agencies within the area to improve service delivery and reduce costs
- Increase the number of clerk's records available online to the employees and the public

Ongoing Commitments

- Complete employee review within 30 days of the due date
- Submit the Quarterly Financial Report to the Council by the 3rd Council meeting following the end of the quarter
- Submit the monthly Financial Report to the departments before the end of the first full week following the end of the month
- Keep the total utility 90 days past due accounts to 30 accounts and \$100,000 or less

CITY OF ELLENSBURG, WASHINGTON

2012 Accomplishments

- Received Distinguished Budget Presentation Award on the 2012 budget from Government Finance Officers Association (GFOA) of United States and Canada
- Submitted our financial report to the State Auditor's Office before the due date
- Received Certificate of Achievement For Excellence in Financial Reporting on the 2010 Comprehensive Annual Financial Report (CAFR) from GFOA
- Presented a timely monthly management report to the departments
- Paid our employees timely and accurately
- Assisted the City Manager in developing and presenting a balanced budget to the Council

Workload Measures

	2007	2008	2009	2010	2011	2012
Received GFOA CAFR Certification	N/A	N/A	N/A	N/A	Yes	
Received GFOA Budget Award	N/A	N/A	N/A	Yes	Yes	Yes
Monthly Financial Report by 10th	Yes	Yes	Yes	Yes	Yes	Yes
Quarterly Financial Report by 2nd meeting following the end of the qtr	No	Yes	Yes	Yes	Yes	Yes
Timely Billing		Yes	Yes	Yes	Yes	Yes
Review Financial Management Policy		Yes	Yes	Yes	Yes	
Active business license account	1319	1305	1302	1301	1347	
Bond Ratings - GO bonds	N/A	N/A	N/A	AA	AA	AA
Bond Ratings - Revenue bonds	N/A	N/A	N/A	AA	AA	AA
# of Budget violations (incl. Fund Bal.)		2	1	0	0	0
Number of 90 Day Past Due Accounts			162	83	58	38

CITY OF ELLENSBURG, WASHINGTON

Financial Summary

Department: Finance

Fund: General Fund

Account: 001-012

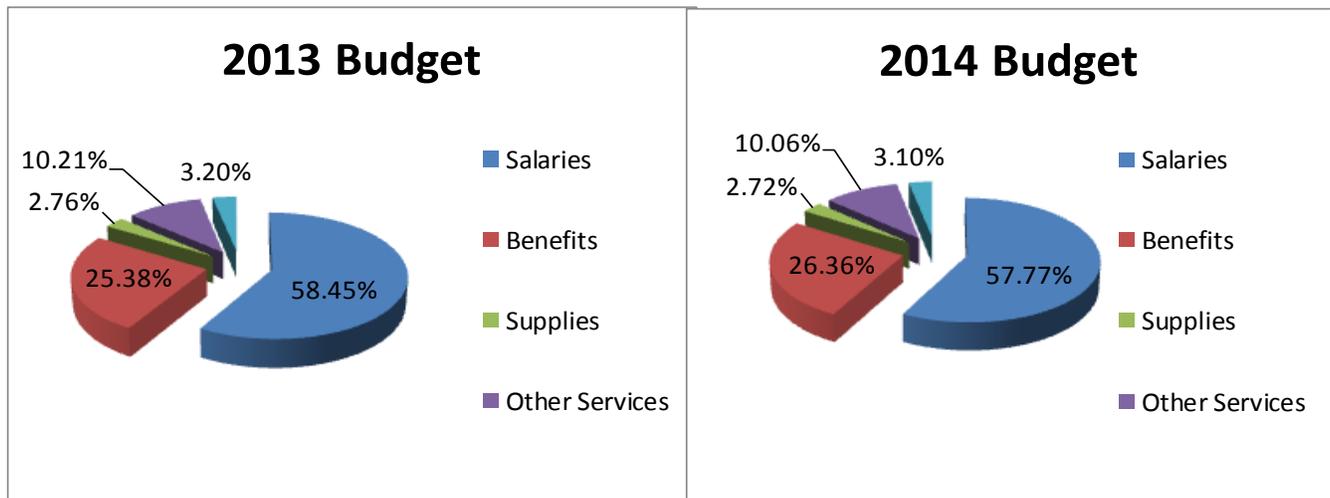
	2010	2011	2012	Budget	
	Actual	Actual	Revised Budget	2013	2014
Revenues					
Licenses & Permits	\$57,315	\$57,204	\$58,150	\$58,150	\$58,150
Intergovernmental	7,011	7,989	5,000	5,000	5,000
Interfund charges	1,328,635	1,355,237	1,382,342	1,372,078	1,399,517
Miscellaneous	7,991	2,598	2,400	2,700	2,750
Total Revenue	\$1,400,952	\$1,423,028	\$1,447,892	\$1,437,928	\$1,465,417

Expenditure by Object

Salaries/Wages	\$840,941	\$819,798	\$875,756	\$885,810	\$888,750
Personnel Benefits	338,253	335,582	384,143	384,621	405,482
Supplies	39,683	39,372	43,866	41,815	41,815
Services	139,068	153,778	152,685	154,736	154,736
Interfund Payments	56,755	53,000	50,079	48,450	47,686
Total Expenditures	\$1,414,700	\$1,401,530	\$1,506,529	\$1,515,432	\$1,538,469

Expenditure by Program

Accounting	\$431,197	\$430,248	\$468,484	\$448,968	\$456,203
Customer Service	682,784	641,319	698,243	712,650	724,243
Clerk	127,289	130,146	137,262	141,633	144,003
Training	8,228	13,034	16,000	16,000	16,000
Administration	165,203	186,785	186,540	191,324	193,248
Total Expenditures	\$1,414,701	\$1,401,532	\$1,506,529	\$1,510,575	\$1,533,697
Excess of Rev over Exp.	(\$13,748)	\$21,498	(\$58,637)	(\$77,504)	(\$73,052)
FTE	14.5	13.5	13.5	13.5	13.5



POLICE DEPARTMENT

Police Department

The Ellensburg Police Department consists of police operations, which includes; patrol, motorcycles, K-9, the school resource officer, reserves and critical incident planning and response. The investigations unit specializes in felony, crimes against persons, missing persons, and crime scene investigations, anti-crime drug and narcotic investigations, along with evidence processing and evidence storage. The Ellensburg Police Department also provides code enforcement and animal control services.

Locations: Police Department – 100 North Pearl Street, Ellensburg
8:00 a.m. – 5:00 p.m.

Animal Shelter – 1007 Industrial Way, Ellensburg
8:00 a.m. – 5:00 p.m.

Mission Statement: To maintain peace and order by protecting our community through action, while serving with respect, integrity and innovation.

Goals:

- Enhance public safety and improve the quality of life in Ellensburg by exemplifying Equality, Professionalism and Dedication.
- Remain focused on our core responsibility, which is to aggressively fight crime with the use of partnerships and innovative policing strategies.

Strategies

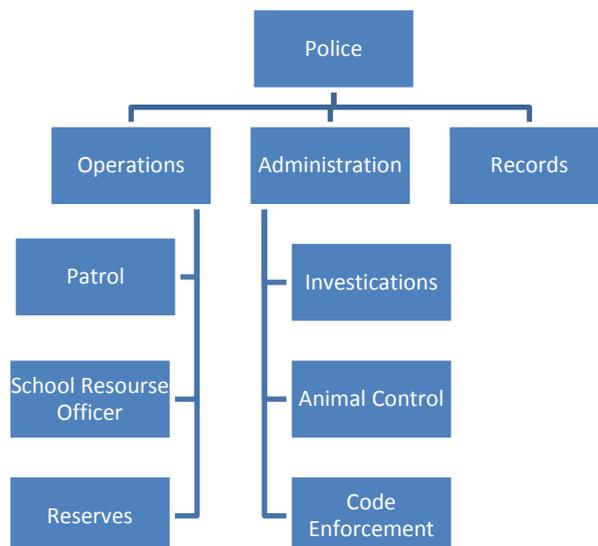
- Communications
 - Maintain the department’s website with an emphasis on promoting the department and informing the public.
 - Use new social media to communicate with the public.
 - Command staff will communicate informally with all departmental staff throughout the year.
 - Communicate annually at a department-wide meeting with all personnel.
- Community Outreach
 - When practical and beneficial to our mission, the department will participate with a variety of community groups on common issues.
 - Promote community events and departmental programs throughout the year.
 - Encourage the initiation of more informal contacts with citizens to build and maintain stronger community connections.

CITY OF ELLENSBURG, WASHINGTON

- Future Growth
 - Maintain fiscal responsibility during the economic down turn.
 - Be prepared organizationally to grow to full strength once economic indicators improve.
 - Prepare a long-term facilities strategy focused on the public safety building and animal shelter.
 - Create a systems team that will include all levels of the organization to review and make recommendations on systems improvements.
- Positive Culture
 - Recognize achievement and individual successes in a timely manner.
 - Recognize internal and external ethical behavior.
 - Mentor and provide career development opportunities.
 - Continue to collect, preserve and exhibit the department's history.
- Technology
 - As an agency, recognize and prepare for the next generation of technological advances in our profession.
 - Focus on sharing information with different and/or new partners as needed.
 - Maintain crime data transparency through the use of technology.
 - Seek and use technology that enhances training for all employees.
 - Identify and utilize new technology as it becomes available to combat crime.

Administration

The Administrative Division of the Ellensburg Police Department is composed of the Chief, Operations Captain, Administrative Captain and the Police Records Supervisor. This division is responsible for fiscal, personnel, operational, internal affairs functions and policy management of the department. It also provides both guidance and support to the other divisions within the Police Department; allowing those other divisions to be on the street, taking calls and responding to our citizens' needs. The Ellensburg Police Department shares City Council's goal to reduce the overall crime rate while enhancing the quality of life in our community for all of our citizens.



General Overview

The Ellensburg Police Department is the only department in the City that is staffed 24-hours a day, 7-days a week. The police department serves a population over 18,000 citizens, as well as thousands of visitors who stop in our valley each day. The department currently has 27 full-time commissioned officers consisting of the chief, two captains, five sergeants and nineteen officers. There are 12 civilian employees, nine full-time and 3 part-time.

The Ellensburg Police Department is organized into different divisions and responsibilities. The Operations Division is the most recognizable and largest, consisting of Patrol, K-9 Unit, School Resource Officer, Reserves and their related programs. The Operations Division is responsible for responding to all calls for service. This includes traffic enforcement, traffic collision investigations, and most criminal investigations.



The Administration Division includes the Investigations Unit, Code Enforcement and Animal Control and Shelter. The Investigations Unit is comprised of a Detective Sergeant, two general detectives and two Anti-Crime detectives. The general Detectives are responsible for conducting in-depth, often labor intensive, investigations of serious crimes against persons and property. The Anti-Crime detectives conduct a variety of investigations often focused on quality of life issues such as narcotics, vehicle theft and vehicle prowls and burglary. The department's two limited commission Code Enforcement Officers are responsible for parking enforcement, nuisance and other related code violations.



Secretary/Records Clerk. Their primary duties include data entry, dissemination and processing of confidential information, handling records requests, as well as public reception for the front counter and incoming phone calls.

The Records Division is managed by the Police Records Supervisor, and is staffed by three full-time Secretary/Records Clerks and one part-time



Throughout the year, the Ellensburg Police Department sponsors a variety of events, which are intended to strengthen partnerships with our

community and its members. Some of these events include the Citizen's Academy and National Night Out, which focuses on "Operation Child Identification" for families and children. They also provide CrimeReports.com, which is an interactive website that provides timely and relevant crime data and is free to the community.

Animal Control & Shelter

The Animal Control and Shelter is a division of the Ellensburg Police Department. The Animal Control and Shelter consists of one full-time Animal Shelter Manager, two full-time Animal Control Officers, and two part-time Shelter Aides. The Shelter Manager and Animal Control Officers respond to various animal related calls; such as animals at large, vicious animals, allegations of cruelty, neglected and/or abused animals just to name a few. They also patrol within the city limits of Ellensburg, do license canvassing and oversee the Animal Shelter and Animal Shelter Volunteer program.



The Animal Shelter's Volunteer Program is an invaluable resource. Volunteers assist Animal Control Officers with dog walking/socializing, cat socializing, special events and fundraisers, rescue and transport assistance, Petfinder.com, photography, and marketing, as well as website maintenance to name a few. During the year, the shelter maintains anywhere from 30-50 volunteers.

The Animal Shelter has 16 dog kennels, 14 cat cages and is the only shelter facility in Kittitas County. The animals at the shelter are a combination of strays, impounds and/or pets that have been released by their owners.

New Initiatives

- Develop a Facebook page promoting the department and informing the public.
- Enhanced training at all levels of the organization.
- Provide criminal justice data regarding the 3/10th sales tax initiative.

Ongoing Commitments

- Continue training on operational proficiency.
- Maintain personnel competencies through training to include cross training where applicable.
- Maintain comprehensive training records system.
- Continue a high level of data accuracy in Criminal Justice Reporting System (CJRS).
- Maintain accreditation standards.
- NIBRS (National Incident Based Reporting System)
- Replacement of two new Police Officers and a Code Enforcement Officer

2012 Accomplishments

- WASPC Re-Accreditation
- National Night Out
- Social Media Communication
- Ironhide
- Cold Case Investigations

Workload Measures

	2009	2010	2011	2012*
Person crimes	385	267	279	215
Property crimes	1,632	1,670	1,529	1,326
Traffic accidents	454	494	493	362
Calls for service	16,170	17,100	16,649	14,630
Number of arrests	1,970	1,708	1,582	
Traffic violation contacts	4,983	5,263	4,709	4,126
Traffic citations	892	883	807	856
Completed police reports	5,940	5,634	5,614	5,173
Total animal impounds	864	799	703	764
Animal returned/adopted/rescued	831	733	641	691

*Data represents statistics pulled from January 2012 to November 2012

For more detailed information on Ellensburg Police Department statistics, visit the Ellensburg Police Department's Annual Report page at www.ci.ellensburg.wa.us/pdannualreport

CITY OF ELLENSBURG, WASHINGTON

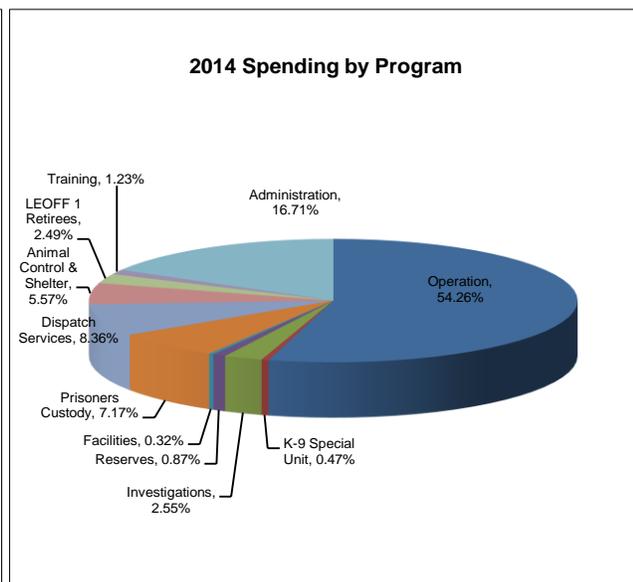
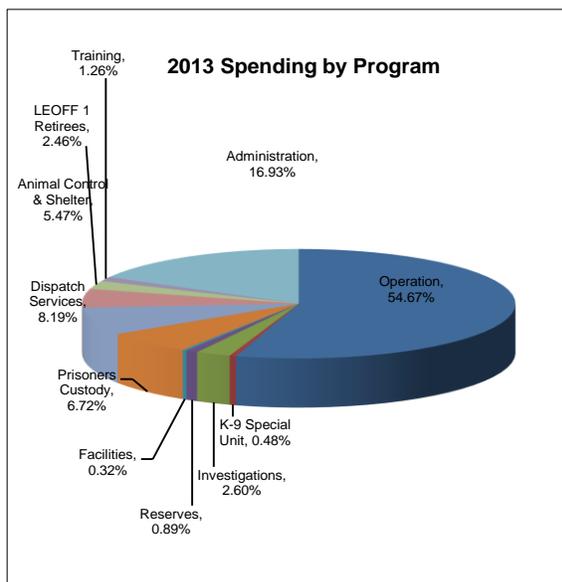
Financial Summary-General Fund

Department: Police

Fund: General Fund

Account #: 001-016

	2010	2011	2012	Budget	
	Actual	Actual	Revised Budget	2013	2014
Revenues					
Licenses & Permits	\$8,299	\$9,999	\$7,000	\$7,000	\$7,000
Intergovernmental Revenues	86,472	71,436	57,803	57,803	57,803
Charges for Services	27,123	21,664	25,300	25,300	25,300
Fines & Forfeitures	67,894	57,547	59,800	59,800	59,800
Miscellaneous Revenues	1,315	1,608	1,700	1,700	1,700
Total Revenues	\$191,103	\$162,255	\$151,603	\$151,603	\$151,603
Expenditures by Object					
Salaries/Wages	\$1,786,977	\$1,829,806	\$2,016,343	\$2,101,666	\$2,125,201
Personnel Benefits	722,529	759,089	934,244	887,273	929,463
Supplies	112,774	158,394	155,641	173,291	173,291
Services	220,067	265,266	313,874	310,874	310,874
Intergovernmental Charges	518,522	535,738	557,547	580,340	622,448
Interfund Payments	78,321	72,467	70,494	68,110	66,993
Total Expenditures by Object	\$3,439,191	\$3,620,761	\$4,048,143	\$4,121,554	\$4,228,270
Expenditures by Program					
Operation	\$1,861,167	\$1,936,239	\$2,179,700	\$2,253,441	\$2,294,403
Investigations	21,539	18,681	23,830	19,800	19,800
K-9 Special Unit	75,944	80,862	100,964	107,100	107,903
Reserves	19,071	17,745	36,883	36,883	36,883
Facilities	11,481	11,220	13,360	13,360	13,360
Prisoners Custody	244,001	289,482	269,206	276,832	303,015
Dispatch Services	275,373	274,383	322,268	337,435	353,360
Animal Control & Shelter	207,210	204,030	236,999	225,609	235,484
LEOFF 1 Retirees	98,296	99,363	108,679	101,529	105,462
Training	22,142	43,299	51,979	51,979	51,979
Administration	592,324	645,457	704,275	697,586	706,621
Total Expenditures by Program	\$3,428,548	\$3,620,761	\$4,048,143	\$4,121,554	\$4,228,270
Excess of Rev. over Exp	(\$3,248,088)	(\$3,458,506)	(\$3,896,540)	(\$3,969,951)	(\$4,076,667)
FTE	31.50	31.50	31.50	31.50	31.50



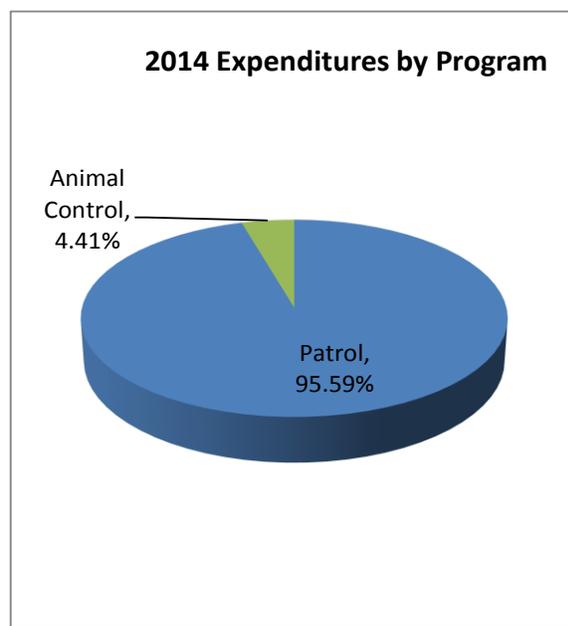
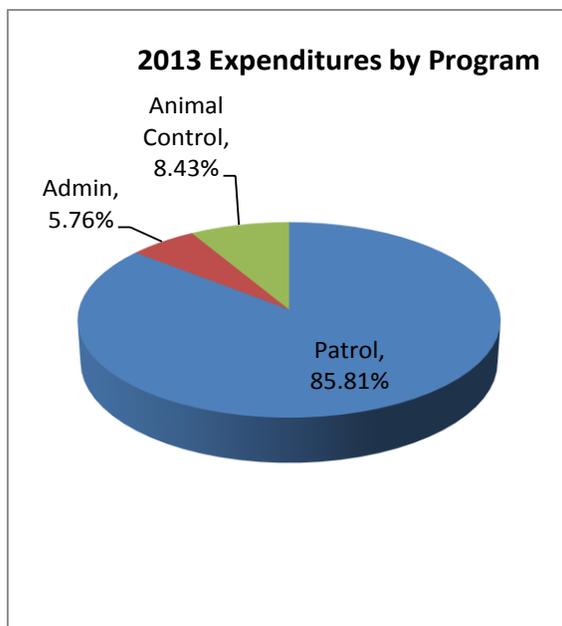
CITY OF ELLENSBURG, WASHINGTON

Financial Summary – Criminal Justice Fund

Department: Police **Fund:** Criminal Justice Fund **Account #:** 100-130

Kittitas County levied a 3/10 of one percent sales tax to be spent on criminal justice activities. The tax went into effect in April of 2008 and will be in effect for seven years when it must either be renewed or discontinued. The City funded six FTE police officers and 1.65 animal control officers and .5 Secretary/Records Clerk in 2013.

	2010	2011	2012	Budget	
	Actual	Actual	Revised Budget	2013	2014
Revenues					
Retail Sales Tax	\$590,119	\$626,208	\$540,000	\$614,000	\$614,000
Miscellaneous Revenues	238	219	400	400	400
Total Revenues	\$590,357	\$626,427	\$540,400	\$614,400	\$614,400
Expenditures by Object					
Salaries/Wages	\$432,659	\$384,055	\$496,850	\$503,267	\$462,373
Personnel Benefits	152,522	133,890	182,625	181,945	165,325
Supplies	13,408	0	0	0	0
Services	9,966	0	0	0	0
Total Expenditures by Object	\$608,555	\$524,219	\$679,475	\$685,212	\$627,698
Expenditures by Program					
Patrol	\$535,547	\$505,347	\$594,084	\$588,012	\$600,013
Administration	42,851	9,613	38,842	39,464	0
Animal Control & Shelter	30,157	9,258	46,549	57,736	27,685
Total Expenditures by Program	\$608,555	\$524,218	\$679,475	\$685,212	\$627,698
Excess Rev. Over Exp.	(\$18,198)	\$102,208	(\$139,075)	(\$70,812)	(\$13,298)
Beginning Fund Balance	149,031	130,833	145,000	93,967	23,155
Ending Fund Balance	\$130,833	\$233,042	\$5,925	\$23,155	\$9,857
FTE	7.85	8.15	8.15	8.15	6.9



CITY OF ELLENSBURG, WASHINGTON

Financial Summary – Drug Fund

Department: Police **Fund:** Drug Fund **Account #:** 100-137

The Drug Fund is used during undercover investigations to purchase information and evidence. Information is gathered through confidential sources while evidence is purchased from criminal suspects. The majority of the evidence purchases involve the delivery of illegal narcotics and stolen property from suspects. The major source of revenue for this fund is through property seizures, fines and forfeit of property.

	2010	2011	2012	Budget	
	Actual	Actual	Revised Budget	2013	2014
Revenues					
Licenses & Permits	\$0	\$0	\$0	\$0	\$0
Intergovernmental Revenue	0	0	0	0	0
Fines & Forfeitures	139,258	12,703	0	0	0
Miscellaneous Revenues	283	205	0	0	0
Total Revenues	\$139,541	\$12,908	\$0	\$0	\$0
Expenditures by Object					
Supplies	\$2,851	\$888	\$10,000	\$10,000	\$6,075
Services	564	818	0	0	0
Transfers	0	47,500	64,000	30,000	0
Total Expenditures by Object	\$3,415	\$49,207	\$74,000	\$40,000	\$6,075
Expenditures by Program					
Investigations	\$3,416	\$1,707	\$10,000	\$10,000	\$6,075
Transfers	0	47,500	64,000	30,000	0
Total Expenditures by Program	\$3,416	\$49,207	\$74,000	\$40,000	\$6,075
Excess Rev. Over Exp.	\$136,126	(\$36,299)	(\$74,000)	(\$40,000)	(\$6,075)
Beginning Fund Balance	8,336	144,462	106,882	46,075	6,075
Ending Fund Balance	\$144,462	\$108,163	\$32,882	\$6,075	\$0

The Transfers in 2011-2013 are being used to fund the replacement of patrol vehicles in the Police Equipment Fund. We plan to fund the Police Equipment Fund out of the Sales Tax Fund in 2014.

CITY OF ELLENSBURG, WASHINGTON

Financial Summary – Police Equipment Fund

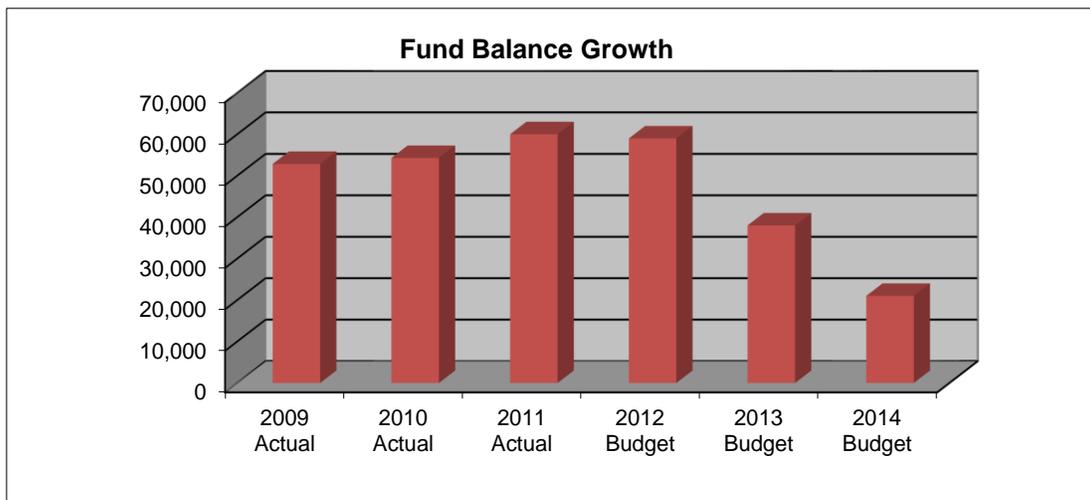
Department: Police **Fund:** Police Equipment Fund **Account #:** 100-159

	2010	2011	2012	Budget	
	Actual	Actual	Revised Budget	2013	2014
Revenues					
Intergovernmental Revenues	\$153	\$1,100	\$0	\$0	\$0
Transfer In- Drug Fund	30,000	47,500	64,000	30,000	0
Transfer In- Sales Tax	0	0	0	0	30,000
Total Revenues	\$30,153	\$48,600	\$64,000	\$30,000	\$30,000

Expenditures by Object					
Capital Outlay	\$28,706	\$42,877	\$64,000	\$52,000	\$47,000
Total Expenditures by Object	\$28,706	\$42,877	\$64,000	\$52,000	\$47,000

Expenditures by Program					
Police Equipment	\$28,706	\$42,877	\$64,000	\$52,000	\$47,000
Total Expenditures by Program	\$28,706	\$42,877	\$64,000	\$52,000	\$47,000

Excess of Rev. Over Exp.	\$1,447	\$5,723	\$0	(\$22,000)	(\$17,000)
Beginning Fund Balance	52,845	54,292	58,999	60,014	38,014
Ending Fund Balance	\$54,292	\$60,015	\$58,999	\$38,014	\$21,014



This fund is used to accumulate money for the replacement of the police vehicles and equipment. The City will make regular annual transfers of funds from the Sales Tax Fund to this fund to maintain the routine four-year replacement cycle on the patrol vehicles. In 2013 the City will transfer \$30,000 from the Drug Fund instead of the Sales Tax Fund. The City will purchase one patrol vehicle and one staff vehicle in both 2013 and 2014. The City has purchased one patrol vehicle from this fund each year since 2008. We plan to fund the replacement out of the Sales Tax Fund in 2014 as shown above.

**COMMUNITY DEVELOPMENT
DEPARTMENT**

Community Development Department

Community Development Department consists of Building division and Planning division.

Location: First Floor, City Hall, 501 North Anderson Street, Ellensburg
Business Hours: 8:00 am – 5:00 pm and *closed 12:00pm to 1:00pm for lunch*

Mission Statement: To ensure that public and private facilities are constructed in a safe and cost-effective manner, and that land development occurs in a manner that is consistent with the City's Comprehensive Plan and land development codes.

Goals:

- Ensure that all new structures and major remodel work on existing structures are constructed in accordance with City Building and Fire Codes.
- Implement and further the community's vision for future growth, including development patterns and design.
- Provide timely, accurate, consistent and impartial review of all land development permits including subdivisions, zoning, and environmental/critical areas.

Strategies

- Ensure that all new structures and major remodel work on existing structures are constructed in accordance with City Building and Fire Codes.
 - Require submittal of a building permit application with appropriate plans for proposed work;
 - Review all submitted permit plans for Code compliance;
 - Inspect and approve all work performed prior to issuance of a Certificate of Occupancy;
 - Perform Code Enforcement activities as needed to identify Code violations and to resolve those violations in a fair and consistent manner.
- Implement and further the community's vision for future growth, including development



patterns and design.

- Review and update all development regulations for consistency with the Comprehensive Plan and to ensure that development options and alternatives exist for accomplishing the Plan's goals.
 - Plan for development and redevelopment of land in a sustainable manner, consistent with community expectations.
 - Utilize design review on larger projects to ensure design characteristics are consistent with the Comprehensive Plan policy direction.
 - Work to preserve and enhance the historic character of the City.
 - Monitor community expectations and provide City Council with alternatives for new Code language that is consistent with those expectations.
- Provide timely, accurate, consistent and impartial review of all land development permits including subdivisions, zoning, and environmental/critical areas.
 - Establish consistent and easily understood development regulations and processes, and regularly review and update them as needed.
 - Assist the public through the development and regulatory processes.
 - Coordinate timing of review to ensure Code defined timelines for completion of review and issuance of a final decision are met.

General Overview

Department staff are simultaneously engaged in permit processing, regulatory reviews, long-range land use planning, strategic planning, and providing staff support to numerous City Boards, Commissions, and the City Council. The work of the staff plays a vital role in ensuring that all sectors of the community receive fair, courteous, timely, and effective services during development project processes - from initial idea – to permit application – to approval – to completion.

Building Division. The Building Division is responsible for ensuring that all new structures and major remodel work on existing structures are built to the nationally recognized standards in the International Building and Fire Code(s). The goal is to have construction in the City designed and completed so that buildings are structurally sound and free of any major life safety hazards. Accomplishing that goal requires that Building Division staff engage in all phases of a building's life cycle – from initial questions at the counter – to approval of occupancy – to major repair and retrofitting projects – to demolitions that start the building life cycle over again.



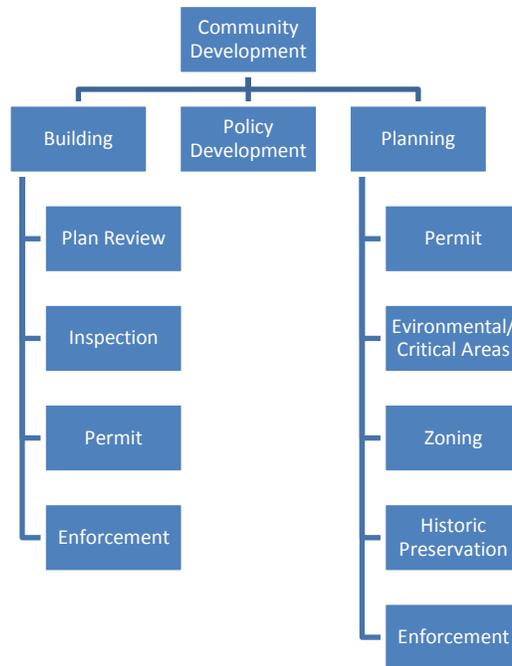
Planning Division. The Planning Division is responsible for the timely and accurate review of all land development permits including subdivisions, zoning, and environmental/critical areas review and appeals. This work involves service to the public that starts with initial questions well in advance of any permit application, and continues through the project design phases and the permit review process including any required public hearings, and ends with official City action on the project permit or with

appeals of that City action if appeals are made. The Planning Division also is charged with preserving

CITY OF ELLENSBURG, WASHINGTON

and enhancing the City's Historic District and other historic structures in the City. In addition, the Planning Division is charged with ensuring that the City's various land development codes are complied with as the land uses on individual properties change over time.

Policy Development. Land use policy development duties of the Department involves both the Building and Planning Division staff providing policy support to the City Council, City Planning Commission, City Landmarks and Design Commission, and Board of Adjustment. Major work consists of providing staff support, guidance and energy in the conception, drafting, and public participation processes needed to develop the major policy directives and ordinances that guide land use decisions in both private and public investments in the City of Ellensburg.



New and Ongoing Initiatives

- Review the Draft 1 Land Development Code Update

2012 Accomplishments

- Completed and adopted an Energy Efficiency and Conservation Strategy
- Completed a Draft 1 Land Development Code Update document
 - Reorganizes and updates all of the City's land development codes as part of the Comprehensive Plan implementation strategy
- Initiated a joint City/County Shoreline Master Program Update process pursuant to the requirements of the State Shoreline Management Act
- Initiated a 3-year Brownsfield Grant project to prepare a Community-Wide Brownsfield Assessment for petroleum and for hazardous substances

Ongoing commitments

- Update the land use maps as directed by the City Council
- Review and issue most administrative permits in 30 days
- Bring changes to the City Code to the City Council for review, recommendation, and adoption
- Complete employee reviews within 30 days of the due date

CITY OF ELLENSBURG, WASHINGTON

Financial Summary

Department: Community Development **Fund:** General Fund **Account #:** 001-017

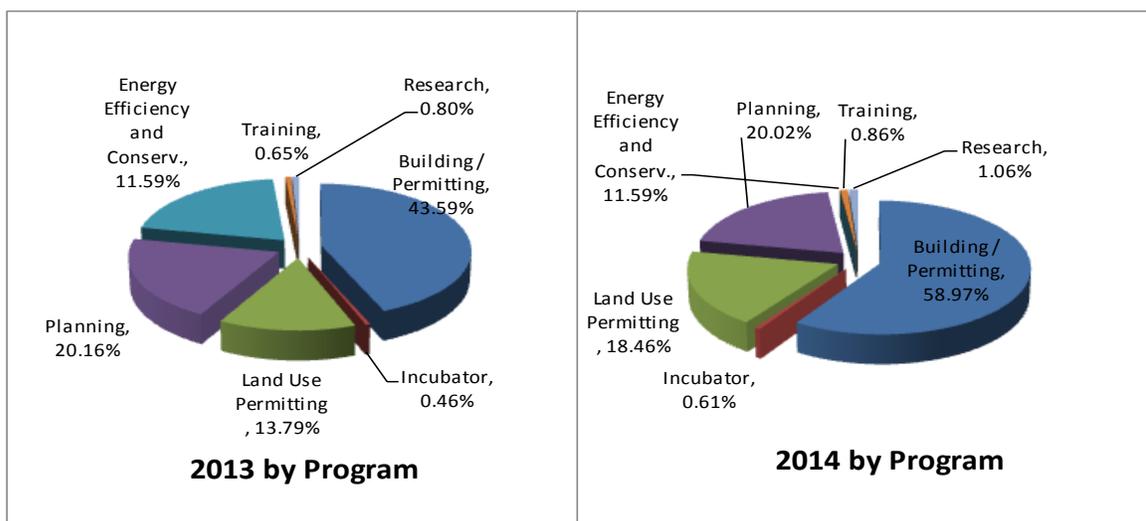
The License and Permit fees will probably remain the same as 2012 due to the construction at the University.

	2010	2011	2012	Budget	
	Actual	Actual	Revised Budget	2013	2014
Revenues					
Licenses & Permits	\$421,189	\$251,663	\$205,700	\$205,700	\$205,700
Intergovernmental Revenue	32,998	68,411	63,042	247,575	0
Charges for Goods & Services	14,195	13,470	16,400	16,400	16,400
Miscellaneous Revenue	55	1,104	1	1	1
Total Revenues	\$468,437	\$334,648	\$285,143	\$469,676	\$222,101

Expenditures by Object					
Salaries/Wages	\$391,922	\$390,564	\$439,827	\$447,570	\$455,069
Personnel Benefits	132,044	138,446	184,478	171,647	182,301
Supplies	7,631	14,851	8,100	8,100	8,100
Services	157,568	214,230	201,606	338,455	81,880
Interfund Payments	24,340	27,562	27,196	28,290	27,421
Total Expenditures by Object	\$713,505	\$785,654	\$861,207	\$994,062	\$754,771

Expenditures by Program					
Building/Permitting	\$406,387	\$365,789	\$450,181	\$434,909	\$445,177
Incubator	5,874	6,074	4,610	4,610	4,610
Land Use Permitting	141,855	128,265	149,676	137,037	139,353
Planning	133,370	220,717	195,238	200,431	151,131
Energy Efficiency/Conservation	26,019	61,236	47,002	202,575	0
Training		3,553	6,500	6,500	6,500
Research	0	0	8,000	8,000	8,000
Total Expenditures by Program	\$713,505	\$785,634	\$861,207	\$994,062	\$754,771
Excess of Rev. over Exp.	(\$245,068)	(\$451,006)	(\$576,064)	(\$524,386)	(\$532,670)

FTE	8	8	7	7	7
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PUBLIC WORKS DEPARTMENT

Public Works Department

Public Works Department consists of the Engineering, Street, Water, Sewer, Stormwater, and Shop divisions.

Location: **Engineering, Street, Stormwater, Sewer, and Water divisions,**
Second Floor, City Hall, 501 North Anderson Street, Ellensburg
8:00am – 5:00pm, closed 12:00 – 1:00pm lunch

Wastewater Treatment Plant

2415 Canyon Road, Ellensburg
6:30am – 3:30pm, closed 12:00 – 12:30pm for lunch

Shop

607 Industrial Way, Ellensburg
7:00am – 3:30pm, closed 12:00 – 12:30pm for lunch

Mission Statement: The City of Ellensburg Public Works Department efficiently administers the design, construction and maintenance of public infrastructure and facilities through the enforcement and observance of appropriate city codes, ordinances and standards.

Goals:

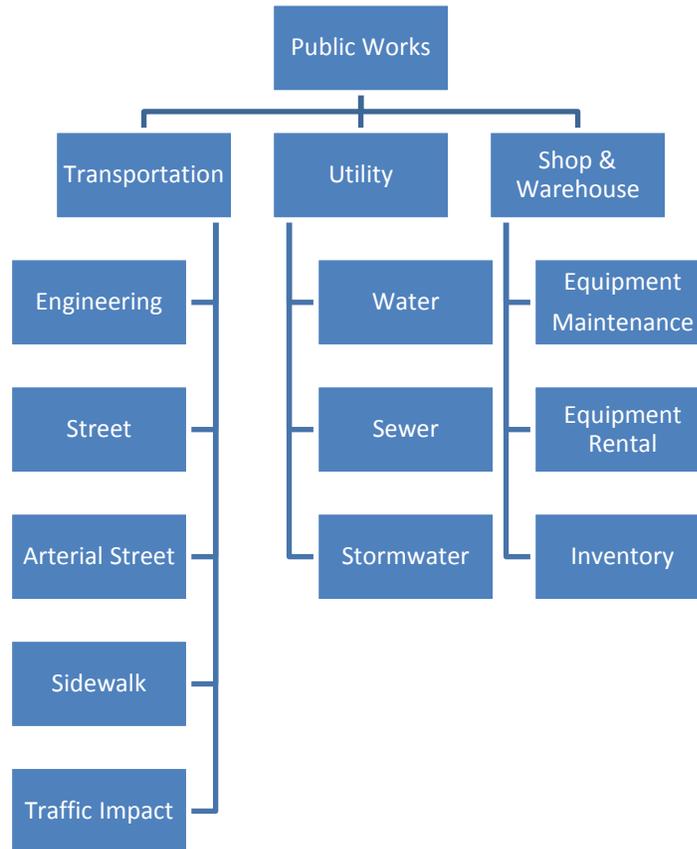
- Continue implementation of the Geographic Information System for mapping and system management.
- Participate in the development code update process and provide input on public works issues being refined through the process.

Strategies

- Provide staff training consistent with the goals of the Department.
- Maintain a positive work environment with a focus on customer service to our citizens and utility clients.

General Overview

The Public Works Department consists of the City's Engineering, Shop, Warehouse, Fleet, Water Utility, Sewer Utility, Stormwater Utility and Street Divisions. The Engineering Division serves as the administrative arm of the Department and as the connection between the citizens, contractors, other departments and outside agencies. The department designs and administers infrastructure and construction contracts, issues public works permits, and provides field inspection of public and private development projects.



Engineering Division

Mission Statement: serves as the liaison between the citizens, contractors, City departments, and other agencies by supplying information, engineering and permit services, constructing capital improvement projects, and responding to customer inquiries. The department issues public works permits and provides inspections.

Strategies

- Provide training for division staff to insure consistent and efficient maintenance practices.
- Research and obtain maintenance equipment when appropriate to implement new practices or change old ones.

General Overview

The Engineering Division provides general oversight of road, water, sewer and storm drainage design and construction projects

New Initiatives

- Design Dolarway/SR97 Intersection.
- Construct John Wayne Trail extension.

2012 Accomplishments

- Applied for and received an STP grant to grind and overlay Main Street from Jackson Avenue to University Way.

CITY OF ELLENSBURG, WASHINGTON

Financial Summary – General Fund

Department: Public Works **Fund:** General Fund **Account #:** 001-019

	2010	2011	2012	Budget	
	Actual	Actual	Revised Budget	2013	2014
Revenues					
Intergovernmental Revenues	\$0	\$1,329	\$0	\$0	\$0
Interfund Charges	653,804	656,883	678,046	682,714	693,513
Charges for Goods & Services	16,969	26,334	10,000	0	0
Total Revenues	\$670,773	\$684,546	\$688,046	\$682,714	\$693,513

Expenditures by Object					
Salaries/Wages	\$501,261	\$489,989	\$504,719	\$509,742	\$509,743
Personnel Benefits	178,181	195,420	228,915	230,121	242,511
Supplies	8,764	10,796	10,050	10,050	10,050
Services	49,300	49,254	60,273	60,273	61,953
Interfund Payments	21,500	25,316	23,925	21,243	20,915
Total Expenditures by Object	\$759,006	\$770,775	\$827,882	\$831,429	\$845,172

Expenditures by Program					
Engineering	\$759,006	\$770,775	\$827,882	\$831,429	\$845,172
Total Expenditures by Program	\$759,006	\$770,775	\$827,882	\$831,429	\$845,172
Excess of Rev. over Exp.	(\$88,233)	(\$86,229)	(\$139,836)	(\$148,715)	(\$151,659)

FTE	8	8	8	8	8
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Engineering services are provided for several other departments and divisions of the City and for the citizens of Ellensburg.



Street Division

Mission Statement: Maintain the public rights of way in the most efficient and cost effective manner possible utilizing appropriate technology and industry standards.

Goals:

- Maximize the amount of crack filling, seal coating and patching within the available division budget.
- Complete the centerline monumentation program and obtain field coordinates for input into the City's Geographic Information System.

Strategies

- Provide training for division staff to insure consistent and efficient maintenance practices.
- Research and obtain maintenance equipment when appropriate to implement new practices or change old ones.

General Overview

The Street Division is responsible for maintenance of transportation improvements within the public right of way. This work includes, but is not limited to, snow removal, pavement repair, pavement preservation, flood response, street striping, tree trimming and weed control. The division includes the Street Foreman and five Heavy Equipment Operators. Summer temporary employees are hired to supplement the work force during the summer months.

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Financial Summary - Street

Department: Public Works **Fund:** Street **Account #:** 100-120

	2010	2011	2012	Budget	
	Actual	Actual	Revised Budget	2013	2014
Revenues					
Intergovernmental Revenue	\$256,654	\$281,125	\$262,857	\$257,503	\$251,801
Charges for Goods & Services	79,947	91,787	75,800	81,000	81,000
Miscellaneous Revenues	2,046	6,863	700	1,100	1,100
Transfers In	1,132,313	1,217,855	1,357,303	1,120,000	1,120,000
Total Revenues	\$1,470,960	\$1,597,630	\$1,696,660	\$1,459,603	\$1,453,901
Expenditure by Object					
Salaries/Wages	\$424,397	\$437,229	\$476,545	\$465,887	\$450,960
Personnel Benefits	146,754	163,511	169,505	201,766	212,006
Supplies	199,617	248,876	347,600	360,450	362,050
Services	346,092	356,520	392,324	429,390	415,554
Intergovernmental Services	15,358	46,746	50,000	51,000	51,000
Capital Outlay	0	0	80,000	0	0
Interfund Payments	123,658	114,995	239,903	161,396	162,246
Total Expenditures by Object	\$1,255,876	\$1,367,876	\$1,755,877	\$1,669,889	\$1,653,816
Expenditures by Program					
Reimbursable	\$56,354	\$66,646	\$58,000	\$58,000	\$58,000
Street Preservation	167,899	247,528	357,930	341,280	342,830
Street Maintenance	129,961	203,141	146,200	163,200	163,200
Shoulders	4,982	12,404	18,000	18,000	18,000
Alley Maintenance	11,969	7,111	15,700	33,500	33,500
Traffic Control Devices	132,239	137,784	171,750	174,192	175,606
Parking Facilities	1,554	1,673	2,220	3,400	2,800
Snow & Ice Control	154,734	85,921	169,900	167,200	169,500
Street Cleaning	131,270	128,894	132,100	138,100	142,100
Ground Cover Maintenance	66,973	46,118	43,000	66,100	46,100
Anxillary Operations	8,911	9,735	13,600	10,400	10,400
Maintenance Supervision	26,659	29,147	28,448	28,778	28,778
Administration	132,299	124,237	233,041	151,251	134,592
General Services	22,885	24,155	28,814	32,108	32,108
Facilities	71,931	93,191	92,854	92,554	92,554
Training	5,270	6,822	9,700	9,000	9,000
Undistributed Labor	129,933	143,369	154,620	182,826	194,748
Street Construction	0		80,000	0	0
Crews	0	0	0	0	0
Jobbing	53	0	0	0	0
Total Expenditures by Program	\$1,255,876	\$1,367,876	\$1,755,877	\$1,669,889	\$1,653,816
Excess of Rev. over Exp.	\$215,084	\$229,754	(\$59,217)	(\$210,286)	(\$199,915)
Beginning Fund Balance	226,672	441,756	398,886	614,267	403,981
Ending Fund Balance	\$441,756	\$671,510	\$339,669	\$403,981	\$204,066

The majority of the funding for the Street Fund (road maintenance) comes from Sales Tax Revenue. The operating transfer of \$1,120,000 includes a transfer of \$120,000 from the Stormwater Utility Fund.

New Initiatives

- Complete seal coating preparation by July
- Complete seal coating project by August (approximately 4 miles)

Ongoing Commitments

- Review the striping plan for all seal coat and overlay areas by June
- Complete seal coating preparation by July
- Complete seal coating project by August (approximately 4 miles)
- Maintain signal preventative maintenance program (i.e. lamp and painting plan on a 5 – 7 year cycle)
- Complete striping Phase 1 by June
- Complete annual street sweeping, removing about 100 tons of sand/debris by May
- Complete routine annual roadway maintenance (i.e. patching, tree trimming, etc. as dictated by season)
- Maintain snow removal response to clear streets
- Continue education and training of employees on annual basis

2012 Accomplishments

- Completed the annual residential sidewalk repair program
- Completed annual crack fill (8+ miles of city streets project)
- Completed annual seal coat (4+ miles of city streets project)

Arterial Street Division

Mission Statement: Arterial Street Division is responsible for the construction of streets, bridges, trails, and traffic signals on the Arterial Street system.

Strategies

- Provide training for division staff to insure consistent and efficient maintenance practices.

General Overview

The Arterial Street Division is responsible for the design and construction of streets, bridges, trails, traffic signals as well as the other associated amenities (curbs, sidewalks, bike lanes, etc).

CITY OF ELLENSBURG, WASHINGTON

Financial Summary – Arterial Street

Department: Public Works **Fund:** Arterial Street **Account #:** 100-123

	2010	2011	2012	Budget	
	Actual	Actual	Revised Budget	2013	2014
Revenues					
Taxes	\$0	\$480,000	\$0	\$0	\$0
License & Permits	2,993	3,379	3,500	3,600	3,600
Intergovernmental Revenue	584,237	2,846,997	2,952,235	890,622	1,637,951
Charges for Goods & Services	(1,775)	(8,664)	0	0	0
Miscellaneous Revenue	10,005	4,862	0	500	500
Transfer In	0	950,000	799,576	385,000	1,151,000
Total Revenues	\$595,460	\$4,276,574	\$3,755,311	\$1,279,722	\$2,793,051
Expenditures by Object					
Salaries/Wages	\$0	\$0	\$0	\$0	\$0
Personnel Benefits	0	0	0	0	0
Supplies	198	6,008	0	0	0
Services	532,979	500,448	567,000	253,000	105,000
Intergovernmental Services	967	3,313	3,000	203,000	3,000
Interfund Payments	15,826	21,268	15,000	15,000	15,000
Capital Outlay	0	3,320,348	4,244,750	1,097,000	2,996,000
Total Expenditures by Object	\$549,970	\$3,851,385	\$4,829,750	\$1,568,000	\$3,119,000
Expenditures by Program					
Street Preservation	\$330,693	\$146,033	\$0	\$0	\$0
Engineering	212,297	344,320	562,000	468,000	120,000
Right of Way	6,980	262,539	0	0	10,000
Roadway	0	390,656	953,156	282,000	464,000
Base	0	325,132	835,104	105,000	120,000
Surfacing	0	585,238	1,125,500	109,000	700,000
Other Improvements	0	11,230	31,500	0	40,000
Storm Drainage	0	513,160	283,800	19,000	162,000
Bridges	0	487,000	198,000	348,000	303,000
Sidewalks	0	126,091	185,640	35,000	0
Street Lighting	0	247,093	161,050	36,000	237,000
Traffic Control Devices	0	412,894	494,000	166,000	963,000
Total Expenditures by Program	\$549,970	\$3,851,385	\$4,829,750	\$1,568,000	\$3,119,000
Excess of Rev. over Exp.	\$45,490	\$425,188	(\$1,074,439)	(\$288,278)	(\$325,949)
Beginning Fund Balance	589,941	635,431	1,075,000	659,668	371,390
Ending Fund Balance	\$635,431	\$1,060,619	\$561	\$371,390	\$45,441

The beginning fund balance for 2013 is reliant on receipt of approximately \$460,000 from adjacent property owner deferrals owing for their portion of the Dolarway Improvement Project.

CITY OF ELLENSBURG, WASHINGTON

Before Pictures



After Pictures

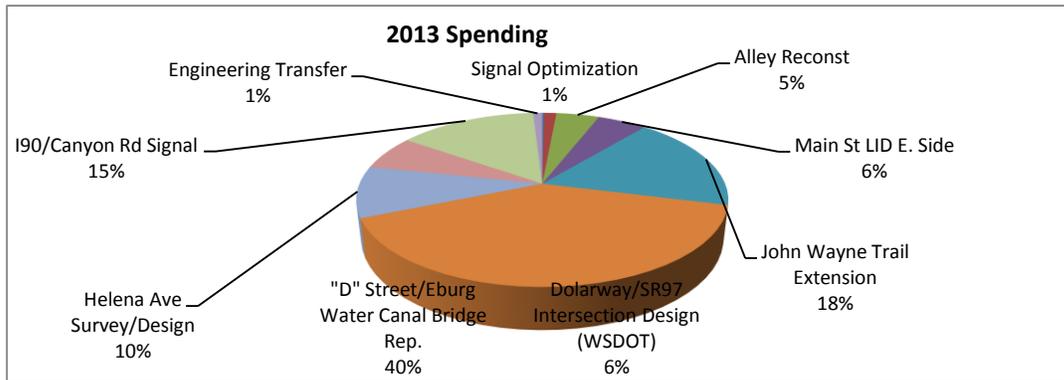


A major part of funding for the Arterial Street Fund is from grants from both state and federal government. Gas tax is distributed to municipalities on a per capita basis. We estimate about \$20.64 per capita split between Street Fund at 68.1% and Arterial Street Fund at 31.9%. A BRAC grant of \$500,000 for D Street Bridge, and \$270,000 of Federal Enhancement fund for the John Wayne Trail extension are included in the Intergovernmental Revenues.

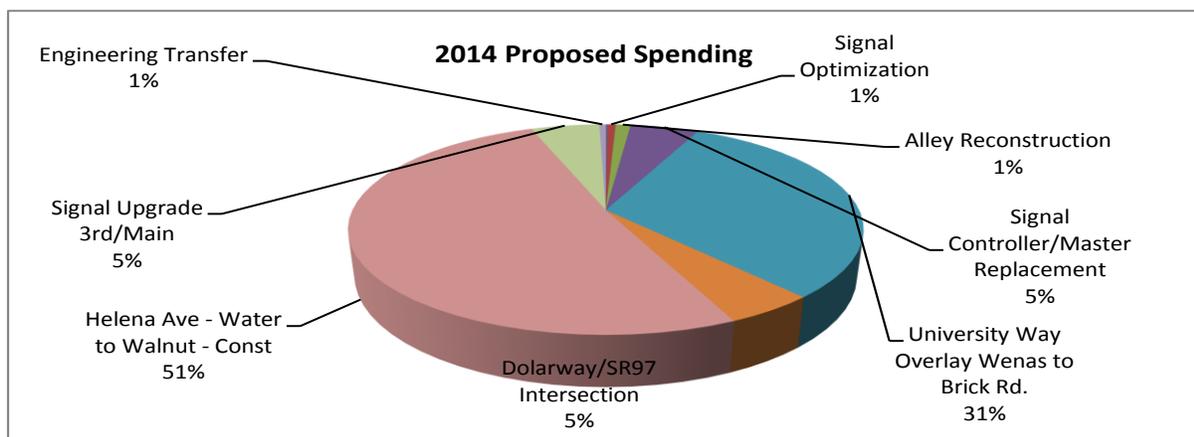
CITY OF ELLENSBURG, WASHINGTON

The following are the projects planned for 2013:

2013 Project Descriptions		Cost
1	Bridge Inspection	\$3,000
2	Signal Optimization	20,000
4	Alley Reconstruction	70,000
5	Main St LID E. Side 6th to 7th	80,000
6	John Wayne Trail Extension	280,000
7	"D" Street/Eburg Water Canal Bridge Rep.	625,000
8	Helena Ave Survey/Design Eburg Water Canal to Walnut	150,000
9	Dolarway/SR97 Intersection Design (WSDOT)	100,000
10	I90/Canyon Rd Signal (WSDOT)	225,000
11	Engineering Transfer	15,000
Total		\$ 1,568,000



2014 Project Descriptions		Cost
1	Bridge Inspection	\$3,000
2	Signal Optimization	20,000
4	Alley Reconstruction	35,000
5	Signal Controller/Master Replacement	160,000
6	University Way Overlay Wenas to Brick Rd.	975,000
7	Dolarway/SR97 Intersection(WSDOT)	151,000
8	"D" Street Bridge Replacement	0
9	Helena Ave - Water to Walnut - Const	1,600,000
10	Signal Upgrade 3rd/Main	160,000
11	Engineering Transfer	15,000
Total		\$ 3,119,000



New Initiatives

- Design Dolarway/SR97 Intersection
- Construct John Wayne Trail Extension

Ongoing Commitments

- Continue to pursue external funding to support City's capital projects
- Continue to work with contractors to perform quality work and complete their projects on time

2012 Major Accomplishments

- Completed Dolarway Improvements Project
- Completed GIS Mobile Scanning Project (\$52,000 funded from QUADCO UPWP Funding)
- Applied for and received Federal STP Grant (\$400,000 grant) for the grinding/asphalt overlay of Main Street from Jackson Avenue to University Way.
 - Applied for grant and received the grant
 - Obtained bids for construction
 - Completed the overlay

Traffic Impact Fees Division

Mission Statement: **Traffic Impact Fee** means payment of money imposed by the City of Ellensburg upon development activity pursuant to the traffic impact fee chapter as a condition of granting development approval and/or building permit for new development in order to pay for the public facilities needed to serve the new development

Strategies

- Continue to consistently apply the code to building permit applications

CITY OF ELLENSBURG, WASHINGTON

Financial Summary – Traffic Impact Fees

Department: Public Works **Fund:** Traffic Impact Fees **Account #:** 100-125

	2010	2011	2012	Budget	
	Actual	Actual	Revised Budget	2013	2014
Revenues					
Charges for Goods & Services	\$175,785	\$110,442	\$31,500	\$31,500	\$31,500
Miscellaneous Revenue	372	557	300	300	300
Total Revenues	\$176,157	\$110,999	\$31,800	\$31,800	\$31,800

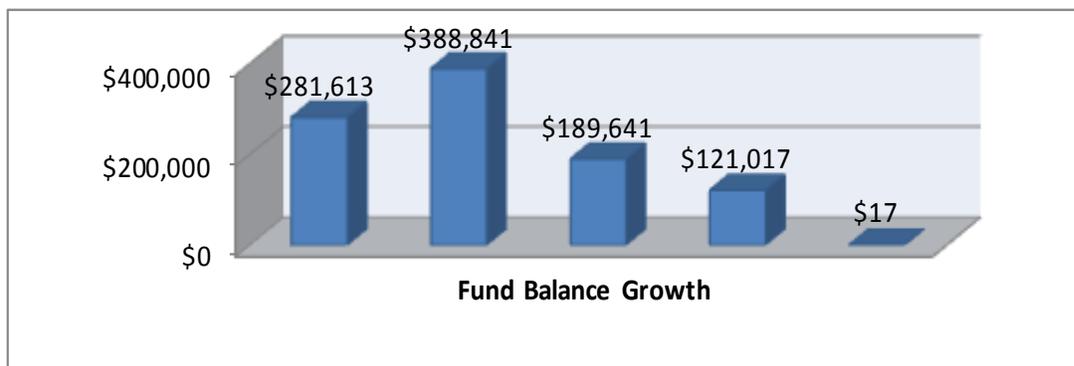
Expenditures by Object

Intergovernmental	\$0	\$0	\$150,000	\$325,000	\$151,000
Interfund Charges	0	3,772	3,000	1,800	1,800
Total Expenditures by Object	\$0	\$3,772	\$153,000	\$326,800	\$152,800

Expenditures by Program

Engineering	\$0	\$3,772	\$0	\$1,800	\$1,800
Capital Outlay	\$0	\$0	\$3,000	\$0	\$0
Transfer Out	0	0	150,000	325,000	151,000
Total Expenditures by Program	\$0	\$3,772	\$153,000	\$326,800	\$152,800

Excess of Rev. over Exp.	\$176,157	\$107,227	-\$121,200	-\$295,000	-\$121,000
Beginning Fund Balance	105,456	281,613	310,841	416,017	121,017
Ending Fund Balance	\$281,613	\$388,841	\$189,641	\$121,017	\$17



The Traffic Impact Fees Fund was established in 2009 to be used for public facility improvements that will reasonably benefit new development. Impact fees will be spent on improvements listed in the Six Year Transportation Plan and identified as being funded in part by impact fees.

The fund balance accumulated from 2010, 2011 and 2012. The fund balance is projected to be spent on the projects identified in the 2013 and 2014 budget

Sidewalk Improvement Division

Mission Statement: Sidewalk Improvement was established for the purpose of repairing sidewalks in the City's residential areas and Central Business District. The main revenue in this fund is the contribution of the ¼ percent real estate excise tax.

Strategies

- Continue utilizing fund repair/maintenance activities on City sidewalks.

CITY OF ELLENSBURG, WASHINGTON

Financial Summary – Sidewalk Improvement

Department: Public Works **Fund:** Sidewalk Improvement Fund **Account #:** 300-366

	2010 Actual	2011 Actual	2012 Revised Budget	Budget	
				2013	2014
Revenues					
Real Estate Excise	\$120,016	\$124,594	\$80,000	\$100,000	\$100,000
Intergovernmental Revenues	0	0	0	0	0
Interfund Charges	0	0	0	0	0
Miscellaneous Revenues	5,995	515	27,500	400	400
Total Revenues	\$126,011	\$125,109	\$107,500	\$100,400	\$100,400
Expenditures by Object					
Supplies	\$2,609	\$2,598	\$0	\$0	\$0
Services	110,756	66,922	65,000	35,000	35,000
Capital Outlay	0	0	139,000	60,000	180,000
Interfund Payments	0	16,288	0	0	0
Transfer Out	25,361	0	0	0	0
Total Expenditures by Object	\$138,726	\$85,808	\$204,000	\$95,000	\$215,000
Expenditures by Program					
Sidewalks	\$61,189	\$38,073	\$65,000	\$35,000	\$35,000
ADA Ramp Upgrades	0	0	87,000	0	120,000
Special Purpose Paths	77,537	47,734	52,000	60,000	60,000
Transfer to Arterial	0	0	0	0	0
Total Expenditures by Program	\$138,726	\$85,808	\$204,000	\$95,000	\$215,000
Excess of Rev. over Exp.	(\$12,715)	\$39,301	(\$96,500)	\$5,400	(\$114,600)
Beginning Fund Balance	287,360	274,645	276,292	184,088	189,488
Ending Fund Balance	\$274,645	\$313,946	\$179,792	\$189,488	\$74,888

A major part of funding for the Sidewalk Improvement Fund is from the Real Estate Excise Tax. The following are the projects proposed in 2013 and 2014:

Project Description	2013	2014
	Budget	Budget
1 Sidewalk Repair	\$35,000	35000
2 Replace Trees in CBD/Repair Curbs	60,000	60000
3 Upgrade corner ADA ramps	0	120000
Total	\$95,000	\$215,000

New Initiatives

- Construct John Wayne Trail Extension

Ongoing Commitments

- Continue efficiently repairing and maintaining sidewalks.

2012 Accomplishments

- Completed the annual residential sidewalk repair program
- Completed the ADA access ramp upgrades along Main Street for the Main Street Overlay Project from Jackson Avenue to University Way.

Stormwater Division

Mission Statement: Maintain public infrastructure, create public awareness about stormwater, enhance and improve water quality and our natural resources while providing future development with solutions that meet City, State and Federal requirements.

Goals:

- Comply with the requirements of the National Pollution Discharge Elimination System (NPDES) Stormwater permit
- Provide public awareness about water quality and natural resource protection
- Improve and help maintain public infrastructure

Strategies

- Implement design standards that meet the requirements of the Department of Ecology's Eastern Washington Stormwater Construction Manual
- Maintain a positive work environment that respects employees and customers

General Overview

The Stormwater Utility permits the design and construction of both public and private projects throughout the City, educates the public about water quality and stormwater pollution prevention, performs maintenance on the public system, eliminates illicit discharges and meets the requirements of the NPDES Stormwater permit.



New Initiatives

- Implement a citywide stormwater cleaning and maintenance program.

Ongoing Commitments

- Expand the current outreach education program
- Purchase new equipment to enhance the public cleaning system
- Inventory and inspect new storm systems that were completed after 2007

2012 Accomplishments

- Completed annual report to Ecology
- Successful in obtaining grant funding to design and construct a stormwater decant facility
- Purchased a dedicated vector truck for the stormwater utility ad grant funding
- Implemented the car wash kit program
- Implemented the drain marker program
- Inventoried and mapped all public and private drainage swales
- Responded to 36 water quality, drainage and flooding complaints in 2012
- Inventoried and field verified all GIS storm discrepancies form 2010 mapping project
- Inventoried and reported to the Department of Ecology all underground injection wells (UIC)
- Worked with the County Fairgrounds to help eliminate stormwater discharges offsite
- Began collecting flow data on Wilson Creek
- Began collecting fecal coliform data on Wilson, Whiskey, Reecer, and Mercer Creek's
- Processed all paperwork necessary with FEMA to be reimbursed for the 2011 flood event
- All public stormwater outfalls were inspected, inventoried and field screened
- Publicized the spill hotline for eh public to report spills or other environmental problems
- Trained all staff on best management practices with regards to stormwater pollution prevention
- Continued educating the public by creating stormwater brochures sent out in utility billing inserts and published several articles in the City newsletter – “Town Talk”, pertaining to stormwater pollution prevention and flooding.

CITY OF ELLENSBURG, WASHINGTON

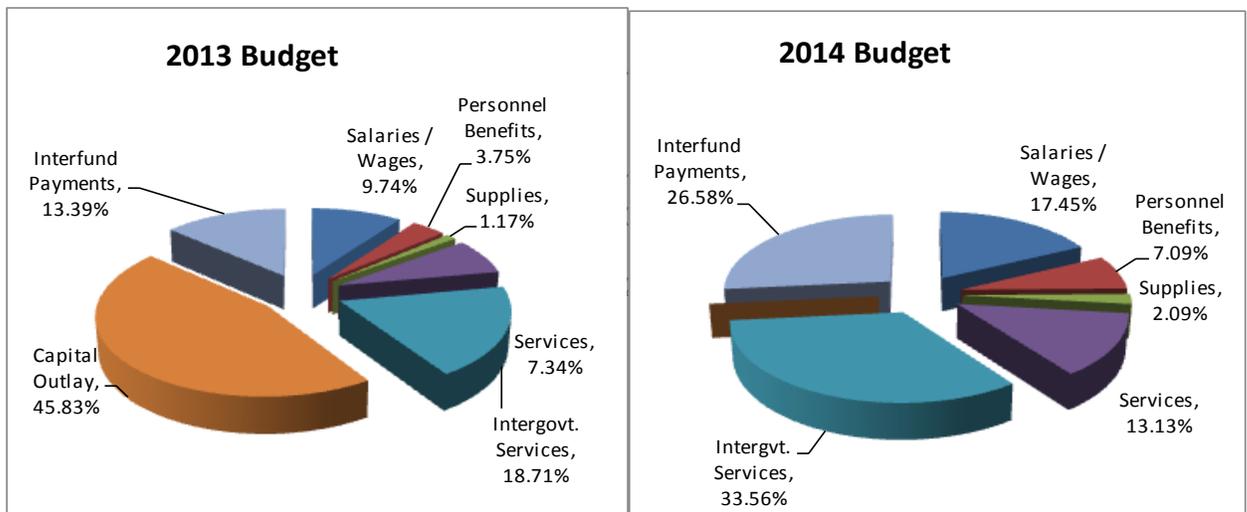
Financial Summary – Stormwater

Department: Public Works **Fund:** Stormwater **Account #:** 400-431

	2010	2011	2012	Budget	
	Actual	Actual	Revised Budget	2013	2014
Revenues					
Intergovernmental	\$160,000	\$271,726	\$615,799	\$450,000	\$0
Charges for Services	558,509	574,314	587,626	571,325	\$582,752
Miscellaneous	242	491	400	250	\$255
Transfer	90,676	128,576	0	0	\$0
Total Revenues	\$809,427	\$975,107	\$1,203,825	\$1,021,575	\$583,007

Expenses by Object	2010	2011	2012	2013	2014
Salaries/Wages	\$32,220	\$70,818	\$72,924	\$117,912	\$118,349
Personnel Benefits	12,727	31,196	36,655	45,057	47,596
Supplies	35,701	6,564	10,000	14,000	14,000
Services	143,947	7,581	194,380	88,080	88,080
Intergovernmental Services	134,036	312,038	225,809	224,284	224,490
Capital Outlay	64,570	120,746	924,949	550,000	0
Depreciation	0	1,200	0	0	0
Interfund Payments	3,017	22,851	32,874	160,736	178,345
Total Expenses by Object	\$426,218	\$572,993	\$1,497,591	\$1,200,069	\$670,860

Expenses by Program	2010	2011	2012	2013	2014
Administration	\$124,230	\$150,583	\$176,202	\$300,859	\$320,563
General Operations	\$0	\$0	\$5,000	\$6,000	6,000
Maintenance	\$11,686	\$0	\$73,440	\$135,210	136,297
Capital	\$167,317	\$125,211	\$1,034,949	\$550,000	0
Depreciation	\$0	\$1,200	0	0	0
Transfer Out	\$122,987	\$296,000	\$208,000	\$208,000	208,000
Total Expenses by Program	\$426,219	\$572,993	\$1,497,591	\$1,200,069	\$670,860
Excess of Rev. over Exp.	\$383,208	\$402,114	(\$293,766)	(\$178,494)	(\$87,853)
Capital/Inventory Trxs.	\$167,317	\$125,211			
Beginning Fund Balance	0	550,525	475,277	865,929	687,435
Ending Fund Balance	\$550,525	\$1,077,849	\$181,511	\$687,435	\$599,582



Water Division

Mission Statement: To provide safe, high quality water to the City residents.

Goals:

- Maintain a utility rate structure that supports the expenses of the utility fund and provides adequate retained earnings
- Provide quality water and good customer service to our customers

Strategies

- Maintain a positive work environment that values and respects employees and customers
- Design, operate and maintain our infrastructure to meet community expectations and demands
- Utilize appropriate emerging technology to improve operations
- Continue to pursue training opportunities for division staff

General Overview

Water Utility Division is responsible for monitoring, testing, repairing, and upgrading of the City's water sources and distribution system. The division maintains wells, pump houses, and two reservoirs. Established by the City in 1933, the Water Utility has grown to serve over 4,700 customers delivering over 1.4 billion gallons of water annually.

Water is pumped into the City's system from several deep water wells located throughout the City and surrounding area. The utility has reservoir facilities at Craig's Hill and the Airport. Current capacity and plans for improvements to the system assures the City will be able to accommodate the future water needs of the growing community. Through constant monitoring, testing, repairing, and upgrading of the sources and distribution of the system, the City provides a safe, reliable water supply to its customers.

New Initiatives

- Complete construction of Route 10 and Hayward Hill well houses & motor control centers
- Drill the new Mt. Stuart well
- Design/advertise for bids for the new Airport Well-well house and motor control center

Ongoing Commitments

- Continue education and training of 7 employees on an annual basis
- Continue and expand the valve maintenance program

CITY OF ELLENSBURG, WASHINGTON

2012 Accomplishments

- Completed the drilling of the Airport replacement well

Financial Summary - Water

Department: Public Works **Fund:** Water **Account #:** 400-481 & 485

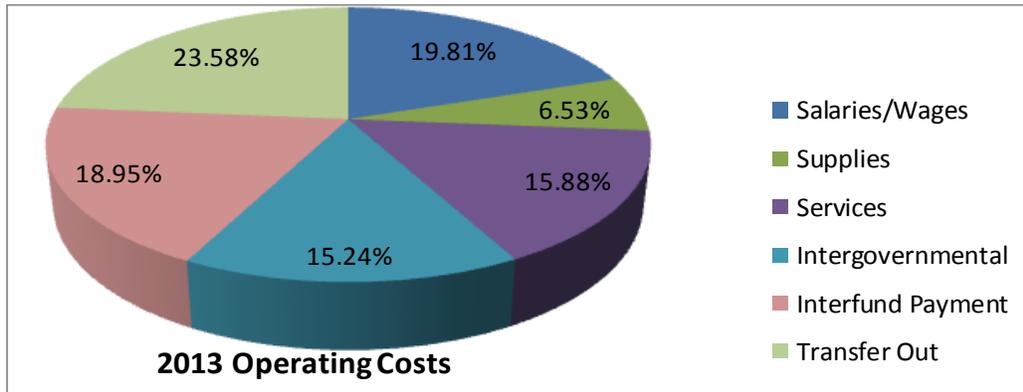
	2010	2011	2012	Budget	
	Actual	Actual	Revised Budget	2013	2014
Revenues					
Licenses and Permits	\$0	\$1,000	\$500	\$0	\$0
Charges for Goods	3,095,905	3,374,420	3,639,792	3,856,758	3,856,758
Miscellaneous	23,129	21,162	14,000	12,000	11,500
Capital Contributions	258,064	795,356	205,000	228,930	230,000
Transfers In	6,307,038	0	775,560	1,099,450	750,000
Total Revenues	\$9,684,136	\$4,191,938	\$4,634,852	\$5,197,138	\$4,848,258
Expenses by Object					
Salaries/Wages	\$501,325	\$503,661	\$553,299	\$560,168	\$541,944
Personnel Benefits	175,594	193,354	208,175	234,092	245,317
Supplies	234,128	259,932	233,800	262,050	233,300
Services	518,145	527,437	652,292	637,003	575,063
Intergovernmental	480,754	499,736	578,643	611,236	611,236
Capital Outlay	315,390	489,271	3,257,000	3,302,000	1,067,000
Depreciation	510,297	540,431	0	0	0
Debt Service	301,600	205,488	481,377	481,671	483,094
Interfund Payments	777,307	793,413	835,579	759,883	764,719
Transfer Out	6,310,025	0	517,360	945,694	750,000
Change in Inventory	19,151	2,071	0	0	0
Total Expenses by Object	\$10,143,715	\$4,014,794	\$7,317,525	\$7,793,797	\$5,271,673
Expenses by Program					
Jobbing	\$26,299	\$14,985	\$21,500	\$25,866	\$30,254
Administration	1,615,587	1,669,219	1,847,110	1,893,471	1,824,919
Depreciation	510,297	540,432	0	0	0
Training	8,061	10,377	17,000	17,500	17,500
Maintenance	415,691	424,077	532,538	553,215	551,476
Operations	418,908	422,973	511,640	514,380	515,430
Customer Service	0	0	0	0	0
Debt Service	301,600	205,488	481,377	481,671	483,094
Capital Outlay	518,097	725,171	3,389,000	3,362,000	1,099,000
Transfers	6,310,025	0	517,360	945,694	750,000
Change in Inventory	19,151	2,071	0	0	0
Total Expenses by Program	\$10,143,716	\$4,014,794	\$7,317,525	\$7,793,797	\$5,271,673
Excess Rev. over Exp.	(\$459,579)	\$177,145	(\$2,682,673)	(\$2,596,659)	(\$423,415)
Bond Proceeds & Loans	\$0		\$1,500,000	\$1,500,000	\$0
Prior Period Adjustments	0	0			0
Capital/Inventory Trxs.	334,541	491,342			0
Beginning Fund Balance	9,287,038	9,162,000	10,715,000	7,001,530	5,904,871
Ending Fund Balance	\$9,162,000	\$9,830,487	\$9,532,327	\$5,904,871	\$5,481,456

Water fund is planning on completing the 2010 Revenue bond projects in 2013 and that accounts for part of the fund balance carryover into 2013.

CITY OF ELLENSBURG, WASHINGTON

The Water Fund spends most of its budget on salaries, benefits, contractual services, and intergovernmental payments for regulatory agencies to maintain its wells and water lines. The capital spending continues in 2013 and 2014 to complete the construction of three new wells.

	2013 Budget	% of Budget	% W/O Capital	% W/O Cap & Debt	% Comn. Sal, Ben, & Interfund
Salaries/Wages	\$560,168	7.19%	12.47%	13.97%	19.81%
Personnel Benefits	234,092	3.00%	5.21%	5.84%	
Supplies	262,050	3.36%	5.83%	6.53%	6.53%
Services	637,003	8.17%	14.18%	15.88%	15.88%
Intergovernmental	611,236	7.84%	13.61%	15.24%	15.24%
Capital Outlay	3,302,000	42.37%			
Debt Service	481,671	6.18%	10.72%		
Interfund Payment	759,883	9.75%	16.92%	18.95%	18.95%
Transfer Out	945,694	12.13%	21.05%	23.58%	23.58%
	\$7,793,797	100%	100%	100%	100%



2010 Water Revenue Bond

Date: May 2010

Purpose: To refund the 1999 Water system Revenue Bonds, the drilling of replacement wells, and upgrade to the water and sewer lines.

Interest: Semiannual each June 1st and December 1st
Interest rates range from 2% – 4.5%

Rating: Standard & Poor’s AA

Security The bonds are secured with the revenue generated from the services that are provided

Debt Service:

The Water/Sewer funds have outstanding bonds and the following is the payment schedule:

2010 Water/Sewer Revenue Bond							
Year	Principal	Interest	Total	Year	Principal	Interest	Total
2013	\$230,000	\$386,400	\$616,400	2023	\$585,000	\$207,025	\$792,025
2014	240,000	379,500	619,500	2024	610,000	180,700	790,700
2015	420,000	372,300	792,300	2025	640,000	153,250	793,250
2016	435,000	357,600	792,600	2026	665,000	124,450	789,450
2017	450,000	340,200	790,200	2027	695,000	47,263	742,263
2018	470,000	322,200	792,200	2028	730,000	63,250	793,250
2019	490,000	301,050	791,050	2029	760,000	30,400	790,400
2020	510,000	279,000	789,000				
2021	535,000	256,050	791,050	Total	\$9,025,000	\$4,032,863	\$13,057,863
2022	560,000	232,225	792,225				

Sewer Division

Mission Statement: To provide for efficient, economical sewer collection and treatment.

Goals:

- Meet or exceed permitted discharge standards
- Complete the bond financed plant upgrade

Strategies

- Maintain a positive work environment that values and respects employees and customers
- Design, operate and maintain our infrastructure to meet community expectations and demands
- Continue to provide training opportunities for division staff

General Overview

Sewer Utility Division is responsible for processing, testing and final discharge of wastewater produced within the City of Ellensburg. Established by the City in 1908, the Wastewater Utility serves over 3,900 customers within the Ellensburg city limits. The utility provides an efficient and safe sewer system for the community through the operation of a Wastewater Treatment Plant and the associated lab, which maintain compliance with all Department of Ecology regulations.

Current capacity and future plans for improvements to the system assures the City can accommodate the future needs of local growth.

New Initiatives

- Design and construct the plant digester boiler/heater exchange upgrade project
- Complete the sewer system plan update

Ongoing Commitments

- Line cleaning and flushing
- Obtaining field coordinates of system components for input into the City's Geographic Information System

2012 Accomplishments

- Completed the Wwtp boiler/heat exchange and recirculation pump building



CITY OF ELLENSBURG, WASHINGTON

Financial Summary - Sewer

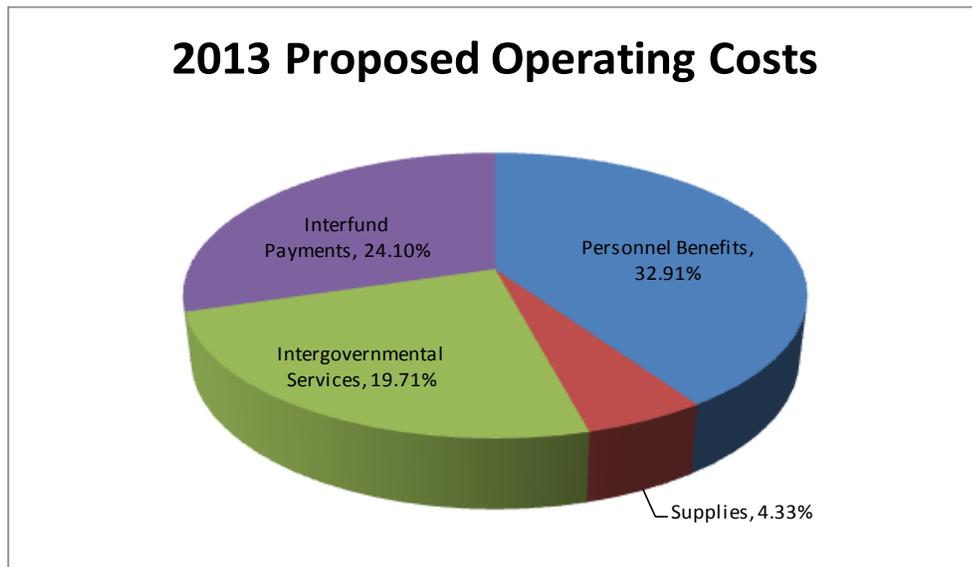
Department: Public Works **Fund:** Sewer **Account #:** 400-491 & 495

	2010 Actual	2011 Actual	2012 Revised Budget	Budget	
				2013	2014
Revenues					
Intergovernmental	\$0		\$0	\$0	\$0
Charges for Gds & Serv.	2,926,681	3,136,083	3,237,395	3,472,610	3,472,610
Miscellaneous Revenues	12,708	10,646	6,950	7,600	7,600
Capital Contributions	5,449,577	176,000	88,000	88,000	88,000
Transfer In	145,354	566,890	124,500	124,500	124,500
Total Revenues	\$8,534,320	\$3,889,619	\$3,456,845	\$3,692,710	\$3,692,710
Expenses by Object					
Salaries/Wages	\$578,950	\$600,661	\$657,338	\$666,031	\$671,434
Personnel Benefits	228,753	227,163	271,462	307,860	325,215
Supplies	81,665	77,433	126,000	128,100	128,100
Services	505,104	698,586	493,543	560,988	543,541
Intergovernmental Service	5,812,638	382,647	657,536	583,248	430,444
Capital Outlay	562,472	700,794	536,000	130,000	130,000
Depreciation	390,556	418,234	0	0	0
Debt Service	239,547	236,327	387,236	380,441	380,642
Interfund Payments	727,313	747,388	853,925	713,222	704,320
Transfer Out	10,452	0	0	0	0
Changes in Inventory	(532)	(33)	0	0	0
Total Expenses by Object	\$9,136,919	\$4,089,200	\$3,983,040	\$3,469,890	\$3,313,696
Expenses by Program					
Capital & Others	\$655,347	\$848,588	\$560,000	\$130,000	\$130,000
Depreciation	390,556	418,234	0	0	0
Taxes	366,603	382,677	404,136	433,292	434,244
Training	660	4,984	16,500	17,000	17,000
Jobbing Expense	16,165	14,759	16,145	23,077	28,317
Operations	482,033	527,481	524,328	568,950	593,504
Maintenance	247,130	254,263	312,650	312,950	312,950
Storm Lines	85,673	122,870	135,756	142,500	142,500
Pretreatment Program	0	0	1,500	1,500	1,500
Customer Services	0	0	0	0	0
Debt Service	239,547	236,327	387,236	380,441	380,642
Administration & General	1,201,174	1,279,050	1,366,589	1,306,424	1,273,039
Transfers	5,452,564	0	258,200	153,756	0
Changes in Inventory	(532)	(33)	0	0	0
Total Expenses by Program	\$9,136,921	\$4,089,200	\$3,983,040	\$3,469,890	\$3,313,696
Excess Rev. over Exp.	(\$602,598)	(\$199,580)	(\$526,195)	\$222,820	\$379,014
Bond Proceeds	0	0	0	0	0
Capital/Inventory Trxs.	654,816	848,555	0	0	0
Beginning Fund Balance	10,596,841	10,649,058	10,818,808	8,469,602	8,692,422
Prior Period Adjustments	0	0	0	0	0
Ending Fund Balance	\$10,649,058	\$11,298,033	\$10,292,613	\$8,692,422	\$9,071,436

CITY OF ELLENSBURG, WASHINGTON

Sewer Fund just like the Water Fund spends most of its budget on salaries, benefits, contractual services, and intergovernmental services. There is capital spending in both departments to extend the service lines.

	2013 Budget	% of Budget	% W/O Capital	% W/O Capt & Debt	% Comb Salaries, & Benefits
Salaries/Wages	\$666,031	19.19%	19.94%	22.51%	32.91%
Personnel Benefits	307,860	8.87%	9.22%	10.40%	
Supplies	128,100	3.69%	3.84%	4.33%	4.33%
Services	560,988	16.17%	16.80%	18.96%	18.96%
Intergovernmental Services	583,248	16.81%	17.46%	19.71%	19.71%
Capital Outlay	130,000	3.75%			
Debt Service	380,441	10.96%	11.39%		
Interfund Payments	713,222	20.55%	21.35%	24.10%	24.10%
Transfer Out	0	0.00%	0.00%	0.00%	0.00%
	\$3,469,890	100%	100%	100%	100%



Water and Sewer funds have outstanding debt as shown in the Water Fund.

Date: November 2002

Purpose: To refund the 1994 Sewer System Revenue Bonds

Interest: Semiannual each January 1st and July 1st
Interest rates range from 2.5% to 4.15%

Debt Service:

2002 Sewer Revenue Refunding Bond (Ref. 94)			
Year	Principal	Interest	Total
2012	\$155,000	\$16,704	\$171,704
2013	160,000	10,168	170,168
2014	\$165,000	\$3,424	\$168,424

Rating: City bought insurance for these bonds from MBIA with a AAA rating from Standard & Poor's

Security: The bonds are secured with the revenue generated from the services that are provided

Shop Division

Mission Statement: To provide efficient, economical vehicle purchasing, equipment repair and warehousing services for all City departments.

Strategies

- Maintain a positive work environment that values and respects employees and customers
- Provide “just in time” warehouse and purchasing service for our warehouse customers

General Overview

Shop and Warehouse provides other City departments with warehousing, inventory, central purchasing services, and maintenance of city vehicles and equipment.

New Initiatives

- Purchase 4 new vehicles / pieces of equipment
- Construct shop access from Anderson Road
- Construct 2 new heated equipment bays

Ongoing Commitments

- Provide efficient, economical vehicle purchasing
- Provide efficient, economical equipment repair
- Provide efficient, economical warehousing services

2012 Accomplishments

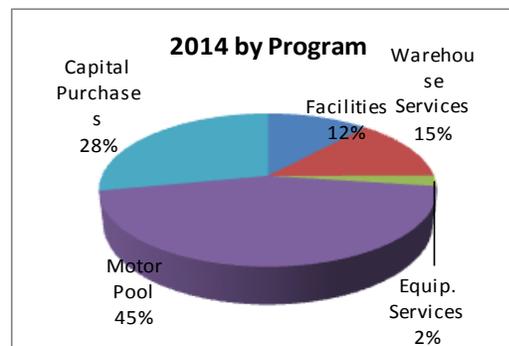
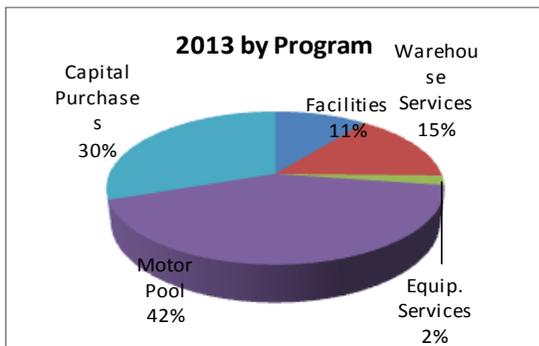
- Purchased 10 vehicles / pieces of equipment

CITY OF ELLENSBURG, WASHINGTON

Financial Summary – Shop & Equipment

Department: Public Works **Fund:** Shop & Equipment **Account #:** 500-531

	2010	2011	2012	Budget	
	Actual	Actual	Revised Budget	2013	2014
Revenues					
Intergovernmental	\$0	\$0	\$0	\$0	\$0
Charges for Services	293,965	303,129	299,658	293,658	293,658
Miscellaneous	1,111,184	1,209,931	1,182,816	1,182,416	1,183,316
Transfer In	32,266	28,056	5,500	5,500	5,500
Total Revenues	\$1,437,415	\$1,541,116	\$1,487,974	\$1,481,574	\$1,482,474
Expensed by Object					
Salaries/Wages	\$270,376	\$284,492	\$312,697	\$322,445	\$282,974
Personnel Benefits	95,909	103,211	115,306	130,239	134,085
Supplies	268,282	292,535	255,100	304,600	309,600
Services	182,592	225,950	262,401	306,967	290,867
Intergovernmental Services	0	0	2,500	2,500	2,500
Capital Outlay	615,148	252,852	527,300	500,700	431,000
Depreciation	335,676	337,817	0	0	0
Interfund Payments	82,802	79,445	1,474,319	81,481	82,185
Change in Inventory	8,026	11,865	0	0	0
Total Expenses by Object	\$1,858,811	\$1,588,168	\$2,949,623	\$1,648,932	\$1,533,211
Expenses by Program					
Facilities	\$128,040	\$152,562	\$157,237	\$173,336	\$178,321
Warehouse Services	175,598	179,976	224,699	244,816	204,384
Equipment Services	29,817	30,750	31,978	33,322	33,815
Motor Pool	566,504	622,346	608,409	696,758	685,691
Capital Purchases	615,148	252,852	527,300	500,700	431,000
Interfund Loan	0	0	1,400,000	0	0
Changes in Inventory	8,026	11,865	0	0	0
Depreciation Expense	335,676	337,817	0	0	0
Total Expenses by Program	\$1,858,809	\$1,588,168	\$2,949,623	\$1,648,932	\$1,533,211
Excess of Rev. over Exp.	-\$421,396	-\$47,052	-\$1,461,649	-\$167,358	-\$50,737
Capital/Inventory Adjustment	623,174	264,717	0	0	0
Beginning Fund Balance	5207303	\$5,409,081	5105064	5565097	\$5,397,739
Ending Fund Balance	\$5,409,081	\$5,626,747	\$3,643,415	\$5,397,739	\$5,347,002



The Shop Division provides other City departments with warehousing, inventory and central purchasing services, as well as maintaining a fleet of 150 vehicles and pieces of equipment that are utilized by various departments.

PARKS AND RECREATION DEPARTMENT

Parks and Recreation Department

Locations:	Ellensburg Memorial Pool 815 E 6 th Avenue	Stan Bassett Youth Center & Athletic Programs 406 E. Capitol Avenue
	Adult Activity Center 506 S. Pine Street	Ellensburg Racquet & Recreation Center 6061 Vantage Hwy.
	Park Administration 501 N. Anderson Street Second Floor	Park Maintenance 607 Industrial Way

Mission Statement: To enhance the lives of community residents and visitors of all ages by providing a wide range of quality leisure experience in our parks, recreational facilities, programs, and services. Through our efforts, we will advance the health and wellness of individuals and families, foster greater community spirit, protect and enhance our natural resources and environment, contribute to the vitality of the local economy, and promote a high quality of life in Ellensburg.

Strategies

- Promote maximum public use and access to all community facilities by those who work or live in Ellensburg
- Provide high quality programs, lessons and leagues to meet the needs of our diverse community in a safe, enjoyable, friendly atmosphere
- Provide for the social, recreational, educational, psychological and physical needs of residents and promote their participation in all aspects of community life
- Develop and maintain the park and open space system with sufficient recreation facilities to meet community needs
- Provide a high level of maintenance for all current park facilities

General Overview

The Parks and Recreation Department is responsible for serving residents of all ages in the Ellensburg community. The department plans, organizes, and manages the City's parks and recreation programs

CITY OF ELLENSBURG, WASHINGTON

including a park acquisition, development and improvement program, park maintenance and city beautification program, and comprehensive recreation program.

The City's Parks and Recreation Department has the following divisions:

Youth Program Division is responsible for the development and maintenance of programs for youth. The City runs most of the programs from the youth center building.

The Stan Bassett Community Center (SBCC) opened in February of 2001 after extensive remodeling. Its convenient location is directly across from Morgan Middle School and two blocks from Lincoln Elementary. It is easy to access from any school bus route. This facility is evidence of the City of



Ellensburg's dedication to providing on-going youth and community recreational and educational opportunities. (Daddy Daughter Dinner Dance)

Ellensburg's Youth Program is a non-fee based program available to youth who are in 3rd grade and up, open 3-7 pm Monday through Friday, with extended hours for special events and late night programs. This drop-in program includes a daily schedule of events geared toward youth like homework assistance, small group activities, sports and active games, arts & crafts, multi-cultural activities, guest speakers, field trips, late nights, special events, vacation day trips, T.V. lounge, and

computer lab complete with internet access.

Senior Services Division is responsible for developing adult programs like exercise programs, dancing, trips, and computer workshops. The City runs most of the programs out of the Adult Activity Center.

The following activities are held on a weekly basis: Pine Needle Basketry, Arts & Crafts, Bridge, Pinochle, Pool, Aerobic Exercise, Yoga, Oil & Water Color Art lessons, and Computer Classes.

In addition, the Center offers regular classes in driver safety refresher courses, casino trips, women's night out events, lecture series on legal & financial guidance, dinner club, free income tax return preparation, and special Friday socials to include dances, musical entertainment and seasonal celebrations.



Our Wellness Program includes foot care, massage therapy, blood pressure checks, nutrition courses and a lecture series on healthy aspects of aging.

We offer a wide variety of trips and tours to meet the individual interests and budget, from local day sightseeing tours to North American adventures.

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Athletics Division offers youth and adult basketball leagues. The youth leagues are open to boys and girls in grades K-8, from October – February at Ellensburg School District facilities. In addition, the City offers youth and adult indoor soccer at the Ellensburg Racquet and Recreation Center throughout the year, a tiny tots sports (kids ages 3-5 years old), summer sports camps and youth volleyball. During the summer, the City offers women's and men's softball, as well as co-ed softball.

Fitness & Recreational Division is responsible for the operation of the Ellensburg Racquet and Recreation Center (ERRC) and recreation events. The ERRC focuses on tennis, racquetball and fitness. The ERRC has two (2) heated indoor tennis courts, three (3) racquetball courts, a 50' x 108' indoor soccer facility, and a fitness/weight room equipped with both Nautilus and free weights. In addition, we have men's & women's showers & locker rooms, both with saunas.

Aquatics Division is responsible for the operation of the Kittitas Valley Memorial Pool and Fitness Center (KVMP). The KVMP offers a 25m pool, a 22'x44' kiddie pool with play shower, 1m diving board, hot tub, sauna, men's and women's shower/dressing room, and a well-equipped fitness center with weights and cardio equipment. (Rotary Park Softball Fields)



Recreation Division The Parks & Recreation Department offers a wide range of recreation events throughout the year for all ages and interests. The popular events include the Daddy Daughter Dinner Dance, Mother-Son Bowl-o-rama, summer movies at City Hall, and the Flashlight Easter Egg Hunt. (West Ellensburg Park Big Toy)

Park Maintenance Division is responsible for the maintenance of the City's parks for both day and night activities. The City maintains 18 parks with a total of 250 acres.

The City maintains a diverse inventory of parks:

- Irene Rinehart Riverfront Park sits on 117 acres of land and has a boat landing, lake swimming, sand volleyball, picnic and barbecue facilities, hiking/biking trails, scenic walking paths, Yakima River access, two ponds and open grass areas.
- McElroy Park is a 6.7-acre park with walking trails, a pond, natural areas, picnic tables, large open turf area, and a natural play structure.
- Paul Rogers Wildlife Park is a 20-acre park that has

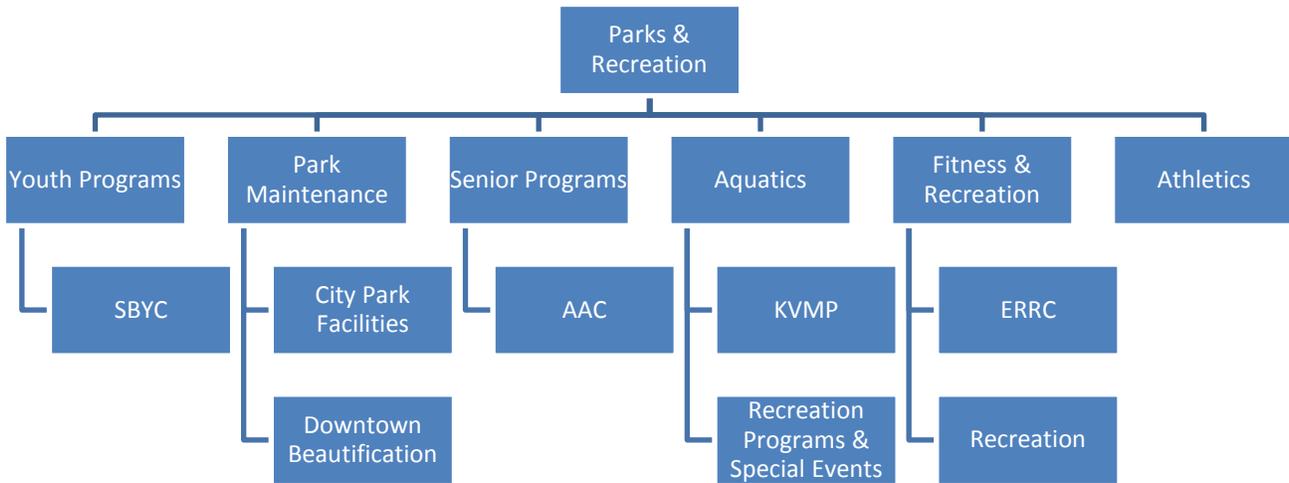


CITY OF ELLENSBURG, WASHINGTON

improved trails with natural settings.

- Kiwanis Neighborhood Park is a 4-acre park with a picnic shelter; children's play structure, basketball, youth baseball field, and restrooms.
- Wippel Neighborhood Park is 0.6 acres and perfect for neighborhood gatherings. It has picnic and barbecue facilities, basketball court, and an open turf area.
- Veterans' Memorial Park sits on 3.0 acres and has a picnic shelter, children's play structure, basketball court, and large open turf area and is located next to the swimming pool.
- Reed Neighborhood Park is on 4.0 acres of land with panoramic views of Ellensburg and Kittitas Valley. It includes turf areas and picnic tables. It is located at the top of Craig's Hill.
- West Ellensburg Neighborhood Park sits on 6.0 acres of land with a picnic shelter, children's play structure, basketball court, restrooms, and one full-sized baseball field.
- Rotary Park (formerly known as the West Ellensburg Park Expansion) is a 72 acre-master planned sports complex that currently has 4 youth baseball fields, 2 full sized softball fields, 2 full sized baseball fields, restroom facilities, children's play toy, full court basketball area, 18 acres of multi-purpose fields and a walking/bike trail connected to Irene Rinehart Riverfront Park.
- Lions/Mt. View Community Park is on 8.0 acres of land with two soccer fields, a youth baseball field, roller hockey rink, picnic shelter, barbecues, toddler, and youth play structures, and restrooms.
- North Alder Street Park – new 5.5 acre park on the north side of town with picnic shelter, .24 mile paved walking path, kids play structure, full-court basketball court and open turf area.
- Skate Park is a 0.66-acre park with ramps and jumps for skateboarders.

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New Initiatives

- Develop a program that will provide consistent and uniform information and regulatory signage throughout all city parks
- Work with other agencies to further the vision of a comprehensive community recreation center
- Implement an on-line registration program for all parks & recreation department programs

Ongoing Commitments

- Maintain all developed parkland grounds, buildings and site amenities in a safe and aesthetically pleasing condition
- Provide timely removal of solid waste from park waste containers
- Continue to offer a wide variety of quality adult athletic programs at various applicable City properties
- Coordinate 4th of July Celebration with community partners
- Continue to offer a wide variety of quality recreation programs, lessons, leagues and events to meet the recreational needs of youth and adults in our community
- Continue to offer a wide variety of quality recreation programs, events and exercise programs to meet the needs of our senior citizens
- Provide and promote water safety through a variety of recreational and instructional aquatic programs in a safe, friendly, and enjoyable atmosphere
- Provide the residents with timely and accurate information on programs and services through various communication tools (brochures, newsletters, flyers, website, etc.)
- Continue to develop and maintain partnerships with other agencies and community organizations when appropriate to provide programs and services
- Continue to utilize public support for community projects and programs through donations, financial support, volunteer hours, product/merchandise support, and interns

2012 Accomplishments

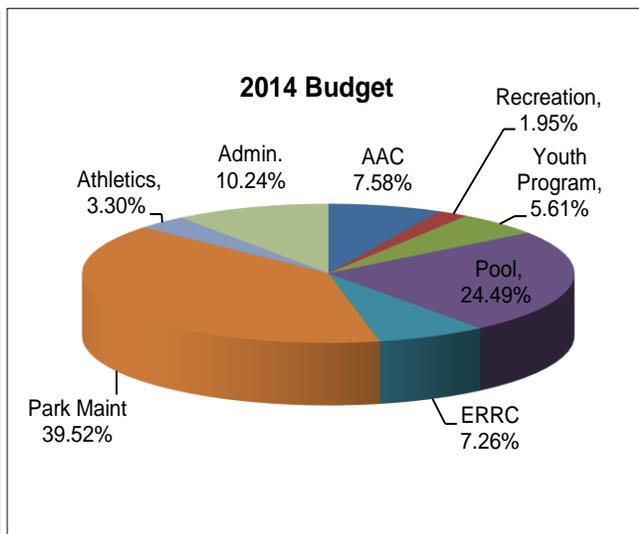
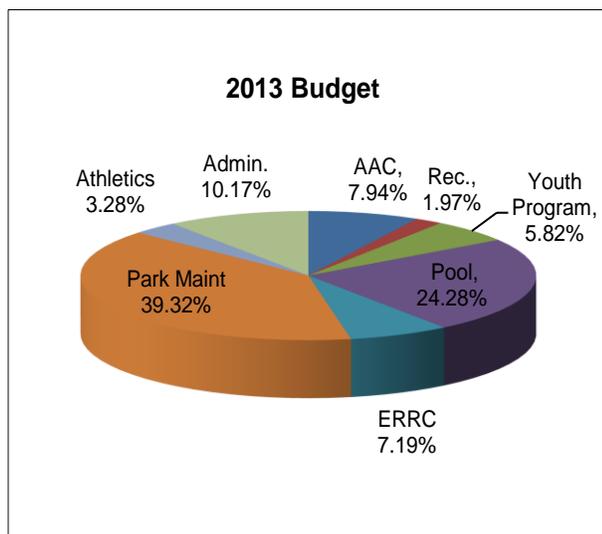
- Completed North Alder Street Park Project- Grand Opening scheduled for late Spring 2013
- Friendship Park, a downtown pocket park, commemorating the life of Washoe was opened in October 2012
- Council increased the size of Rotary Park by approximately 25 acres
 - Hired a landscape architect to complete a master planning process on the new acreage
- Worked alongside the Ellensburg Downtown Association on the design and installation plan for new downtown street furniture that will be installed starting in Spring 2013

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Financial Summary

Department: Parks & Recreation **Fund:** General Fund **Account #:** 001-022

	2010	2011	2012	Budget	
	Actual	Actual	Revised Budget	2013	2014
Revenues					
Intergovernmental Services	\$52,546	\$76,306	\$43,000	\$45,500	\$43,000
Charges for Good & Services	270,723	310,462	368,265	371,165	380,407
Miscellaneous Revenue	49,340	57,372	54,050	52,591	53,066
Total Revenues	\$372,610	\$444,140	\$465,315	\$469,256	\$476,473
Expenditures by Object					
Salaries/Wages	\$791,776	\$805,837	\$864,410	\$879,686	\$885,639
Personnel Benefits	251,176	260,913	302,696	335,542	354,310
Supplies	158,209	179,691	192,733	192,328	192,328
Services	498,076	522,638	579,502	516,985	504,385
Interfund Payments	1,419	2,153	0	0	0
Transfer Out	72,489	66,937	52,661	51,803	51,394
Total Expenditures by Object	\$1,773,146	\$1,838,168	\$1,992,002	\$1,976,344	\$1,988,056
Expenditures by Program					
Adult Activity Center	\$127,950	\$134,556	\$144,423	\$156,154	\$149,645
Recreation	38,538	32,994	46,293	38,737	38,822
Youth Program	98,001	99,263	104,252	114,980	111,470
Swimming Pool	445,413	459,663	477,262	477,857	484,286
Raquet & Rec Center	118,068	127,284	135,054	141,253	143,254
Park Maintenance	715,664	752,180	819,567	781,948	792,307
Community Athletics	20,619	34,085	58,489	64,554	65,104
Weed Abatement	10,437	5,614	7,500	0	0
Administration	191,075	192,531	199,162	200,861	203,168
Transfers	7,381	0	0	0	0
Total Expenditures by Program	\$1,773,145	\$1,838,168	\$1,992,002	\$1,976,344	\$1,988,056
Excess Rev. over Exp.	(\$1,400,536)	(\$1,394,028)	(\$1,526,687)	(\$1,507,088)	(\$1,511,583)



CITY OF ELLENSBURG, WASHINGTON

Financial Summary-Park Acquisition

Department: Parks & Recreation **Fund:** Park Acquisition **Account #:** 100-160

The Park Acquisition Fund was created for the purpose of park land acquisition and park development.

	2010	2011	2012	Budget	
	Actual	Actual	Revised Budget	2013	2014
Revenues					
Intergovernmental Revenue	\$49,866	\$1,882	\$101,800	\$1,800	\$1,800
Charges for Goods & Services	70,388	43,813	35,000	35,000	35,000
Miscellaneous Revenue	102	181	0	0	0
Total Revenues	\$120,356	\$45,876	\$136,800	\$36,800	\$36,800
Expenditures by Object					
Supplies	\$0	\$0	\$0	\$0	\$0
Services	0	3,141	0	0	0
Capital Outlay	72,225	0	225,000	0	0
Interfund Payments	0	0	0	0	0
Total Expenditures by Object	\$72,225	\$3,141	\$225,000	\$0	\$0
Expenditures by Program					
Rotary Park	\$0	\$3,141	\$40,000	\$0	\$0
Alder Street Park	72,225	0	185,000	0	0
Debt Services	0	0	0	0	0
Total Expenditures by Program	\$72,225	\$3,141	\$225,000	\$0	\$0
Excess Rev. over Exp.	\$48,131	\$42,735	-\$88,200	\$36,800	\$36,800
Beginning Fund Balance	39,563	87,693	117,945	42,227	79,027
Ending Fund Balance	\$87,694	\$130,428	\$29,745	\$79,027	\$115,827

LIBRARY DEPARTMENT

Library Department

Location: 209 North Ruby Street, Ellensburg

Mission Statement: To provide a safe and welcoming place where patrons can develop an appreciation for reading and learning, find information about their community and its opportunities, and investigate or explore a wide range of topics relevant to their work, school and personal lives.

Vision:

- The Ellensburg Public Library informs, educates, entertains, enriches and empowers our community.

Strategies

- Educate, entertain, enrich, and empower our community by:
 - Stimulating young children's interest in and appreciation of reading
 - Encouraging lifelong learning
 - Ensuring freedom of access to information
 - Providing the space and the opportunity for people and ideas to come together
 - Responding to the needs of our diverse community

General Overview

The Ellensburg Library celebrated its 100th birthday in 2010. Its mission is to provide a diverse collection of materials and electronic resources, community space, and educational programming to encourage lifelong learning. The Library protects intellectual freedom and access to information and ideas. It also provides the community with a safe, welcoming environment and skilled assistance.



The Library has over 58,000 books, 10,000 audio-visual items, and 148 magazine subscriptions, 16 online database subscriptions most with remote access, 3,000 e-books, 3,000 downloadable audiobooks and 4 digital collections of Local History photographs.

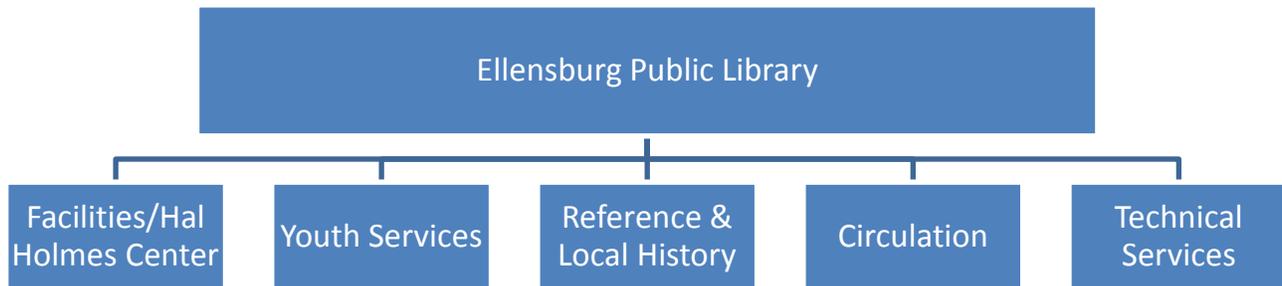
Over 150,000 people visit our library annually to request services, use the public computer workstations, check out books, and attend programs.

Over 10,000 library cards are currently active, and the Library circulates over 200,000 books and materials annually.

The story-time program for the children records an average of 9,000 attendances annually.

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An integral part of the library, the Hal Homes Community Center has seen a steady increase in use. The Library, community, and statewide groups use the center for trainings, social events, cultural and educational programming and meetings of all kinds.



New Initiatives

- Downloadable eBooks and eAudiobooks
- Upgrading Hal Holmes Center infrastructure

Ongoing Commitment

- Provide free access to information
- Encourage lifelong learning
- Ensure fiscal responsibility and good stewardship of taxpayer resources
- Maintain a well-kept public facility



2013 Accomplishments

- Awarded 4th digitization grant from the Washington State Library resulting in over 3000 local history photographs available online
- Partnered with many agencies and non-profits in the community to offer a diverse range of programming
- Maintained a good core collection of library materials for our community to use
- 743 children participated in the 2012 Summer Reading Program

Service Measures

	2008	2009	2010	2011
Items Borrowed	185,742	214,000	216,200	210,259
Library Visits	155,650	165,000	155,500	165,965
Library Card Holders	10,110	10,064	10,924	10,966
Programs	384	398	383	334
Program Attendance	12,209	15,800	11,016	13,701
Hal Holmes	3,476 hours	3,320 hours	3,455 hours	3,650
Friends of the Library Support		\$9,500	\$12,037	\$6,556

CITY OF ELLENSBURG, WASHINGTON

Financial Summary – General Fund

Department: Library Fund: General Fund

Account #: 001-023

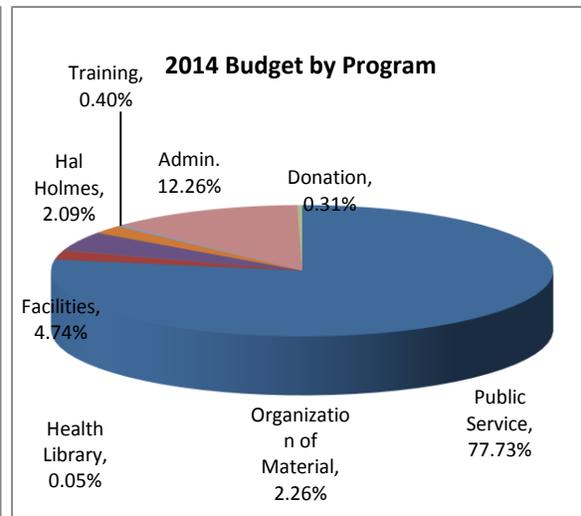
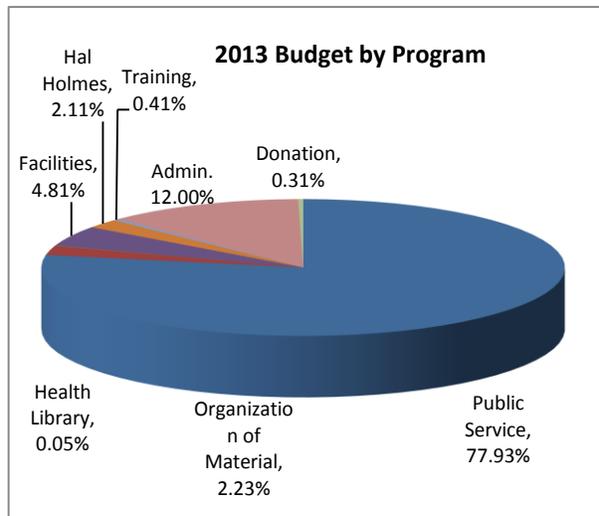
	2010	2011	2012	Budget	
	Actual	Actual	Revised Budget	2013	2014
Revenues					
Intergovernmental Revenues	\$98,612	\$119,393	\$98,431	\$88,450	\$88,450
Charges for Goods & Services	3,943	4,015	4,200	4,200	4,200
Fines & Penalties	23,061	22,940	22,000	22,000	22,000
Miscellaneous Revenues	48,355	47,033	34,800	39,800	39,800
Total Revenues	\$173,971	\$193,381	\$159,431	\$154,450	\$154,450

Expenditures by Object

Salaries/Wages	\$481,692	\$471,294	\$487,751	\$487,707	\$489,939
Personnel Benefits	178,390	183,603	201,523	216,860	228,308
Supplies	18,019	22,861	20,220	19,750	19,750
Services	105,817	118,759	138,818	106,581	107,281
Intergovernmental Services	681	702	1,020	1,020	1,020
Capital Outlay	78,557	73,685	65,500	65,500	65,500
Interfund Payments	29,111	36,444	66,729	64,339	63,222
Total Expenditures by Object	\$892,267	\$907,348	\$981,561	\$961,757	\$975,020

Expenditures by Program

Public Service	\$681,056	\$674,639	\$735,669	\$749,488	\$757,888
Organization of Material	19,922	19,852	21,750	21,350	22,050
Health Library	0	0	500	500	500
Facilities	50,781	48,625	45,850	46,250	46,250
Parking/Rental Property	2,051	110	0	0	0
Hal Holmes	19,084	21,328	22,233	20,333	20,333
Training	546	2,485	3,900	3,900	3,900
Administration	107,111	105,815	138,678	116,936	121,099
Donation	3,149	3,552	3,000	3,000	3,000
LSTA Grant- Supplies	8,568	30,943	9,981	0	0
Total Expenditures by Program	\$892,267	\$907,348	\$981,561	\$961,757	\$975,020
Excess Rev. over Exp.	(\$718,296)	(\$713,967)	(\$822,130)	(\$807,307)	(\$820,570)

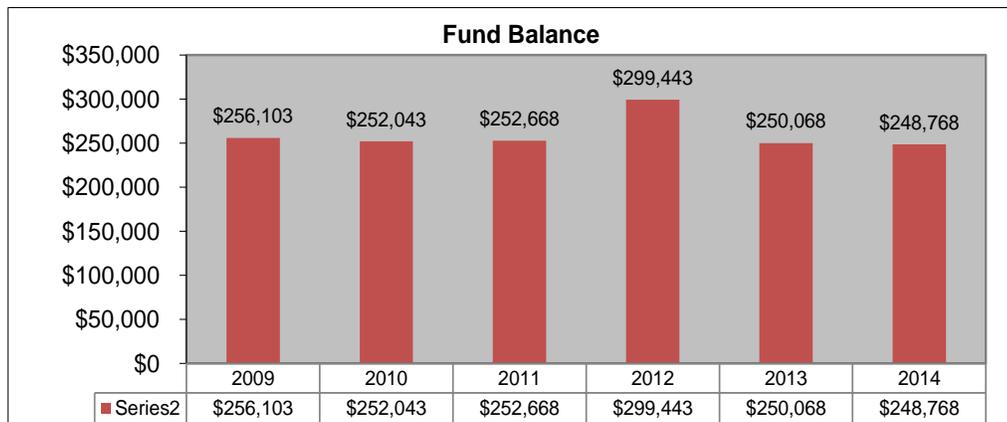


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Financial Summary - Trust

Department: Library **Fund:** Library Trust Fund **Account #:** 600-605

	2010	2011	2012	Budget	
	Actual	Actual	Revised Budget	2013	2014
Revenues					
Charges for Gds & Serv.	\$174	\$163	\$0	\$0	\$0
Miscellaneous Revenues	4,393	4,522	57,500	7,500	7,500
Total Revenues	\$4,567	\$4,686	\$57,500	\$7,500	\$7,500
Expenditures by Object					
Supplies	\$2,029	\$0	\$2,000	\$2,000	\$2,000
Services	511	3,326	400	400	400
Capital Outlay	6,087	735	6,400	6,400	6,400
Total Expenditures by Object	\$8,627	\$4,060	\$8,800	\$8,800	\$8,800
Expenditures by Program					
Farrell	\$450	\$580	\$600	\$600	\$600
Berg	77	155	250	250	250
Public Service Supplies	5,864	3,326	4,350	4,350	4,350
Acquisitions	2,235	0	3,500	3,500	3,500
Library Auction	0	0	100	100	100
Total Expenditures by Program	\$8,626	\$4,060	\$8,800	\$8,800	\$8,800
Excess Rev. over Exp.	(\$4,060)	\$625	\$48,700	(\$1,300)	(\$1,300)
Beginning Fund Balance	256,103	252,043	250,743	251,368	250,068
Ending Fund Balance	\$252,043	\$252,668	\$299,443	\$250,068	\$248,768



The Ellensburg Public Library’s Trust Fund frequently receives donations from our citizens to honor friends and relatives, or as memorials and bequests. These funds are held in trust and the interest is budgeted each year for enhancements to improve the library and the library’s collection of materials.

- Mr. Donald H. **Anderson** bequeathed one half of his estate to the Library and one half to the hospital in 1998.
- Mr. Walter L. **Berg’s** donation in 1987 in memory of his wife Rosemary has enabled the Library to purchase a dozen mystery books each and every year since that time.
- Marcus & Dorothy **Rathbun** bequeathed \$49,892 to the Library in 2003. \$10,000 was used for the millennium public art labyrinth project that was done that year.

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- Pearl A. **Farrell** donated \$15,000 to the Library in 1985. The fund has made it possible for many purchases of local historical materials over the years.
- Mrs. Marguerite **Gustafson** in 2005 bequeathed \$50,000 to the Library for the benefit of its residents.
- **Rotary Club of Ellensburg** donates \$600 per year for the purchase of children's books.
- In 2007 our community lost two dedicated women who were former teachers in our public schools, Dora **Cissell** and Anna B. **Shuck**. Dora left the library \$23,756 to be used for children's services. Anna B. Shuck bequeathed \$6,360, half of which has been spent for new display cases in the lobby. The other half will continue to grow in the trust fund to be used in future years for other library enhancements.



In 2009, with the passing of James G. **Nylander**, a fund was established for donations to go toward sponsoring the Nylander Memorial Humanities Speaker Series. Ten speakers and entertainers have been enjoyed through 2012 with these funds.

- Patrick **Brown**, an avid reader and library patron, passed away in January of this year and left a monetary donation of \$50,000 to the library. He also generously donated his DVD collection, numbering 5000, and many books and music CDs.

ENERGY SERVICES DEPARTMENT

Energy Services Department

Location: Second Floor, 501 North Anderson Street
8:00am – 5:00pm, *closed 12:00pm – 1:00pm for lunch*

Mission Statement: Bringing customers low energy rates and safe and reliable service since 1891.

Strategies

- Continue to provide safe, low-cost, and reliable service to our customers.
- Provide our internal and external customers with greater access to information by expanding our GIS system and our website.
- Provide our employees with the resources necessary to efficiently and effectively carry out their jobs.

General Overview

The Energy Services Department is responsible for the City's Electric Utility, Gas Utility, Institutional Fiber Optic Network (I-Net) and citywide Information Technology. The Electric Utility (City Light) provides electrical service within the city limits and is governed solely by the City Council. City Light is the oldest municipal electric utility in the State of Washington.

The Gas Utility has a prescribed service territory established by the Washington Utilities and Transportation Commission (WUTC) that is currently about 5 times the size of the existing city limits.

Energy Services staff provides administrative, operating and maintenance services for utility customers. The City's Finance Department provides billing and accounting services.

The City of Ellensburg is the only city in the State of Washington that has both a municipal electric and gas utility. The City's two largest customers are Central Washington University and Twin City Foods. They both account for a combined usage amount of approximately 25% of each utility's total load.



The Renewable Park when completed will include demonstration of several solar and wind turbine technologies and a weather station

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The Institutional Network (I-Net) is a broadband fiber optics network connecting governmental facilities. The City administers the network for a governmental consortium of Kittitas County, Central Washington University, Ellensburg School District, Kittitas County PUD, Kittitas County Fire District, Kittitas Valley Community Hospital, and Kittitas County's emergency dispatch center (KITTCOM).

The Electric Utility Division was formed as a municipal electric utility in 1891 making it the oldest municipal electric utility in Washington. The utility serves over 9,000 customers within the city limits delivering 25 amw's annually. The Utility purchases the majority of its power supply from the Bonneville Power Administration.

As a public and customer owned utility, our mandate is to serve customers with a safe, reliable, and low cost energy source. The citizens of Ellensburg enjoy the lowest electric rates in Kittitas County.



This is an illustration of a fiber optic splice and termination at an institutional network site



The electric utility crew proudly displaying their fourth consecutive Northwest Public Power Association safety award including (left to right) Josh Mathews, Russ Arnott, Ted Sonstegaard (Line Foreman), Tyler Mays, Jim Partlow (Serviceman), Mike Hagemeyer (Lineman covering meter shop), Dan Wilber. Not pictured: Tom Hibbs (temporary lineman) & Devin Moyer (Groundman)

and Transportation Commission, the gas utility has a dedicated service area that includes the city limits as well as most of the surrounding area.

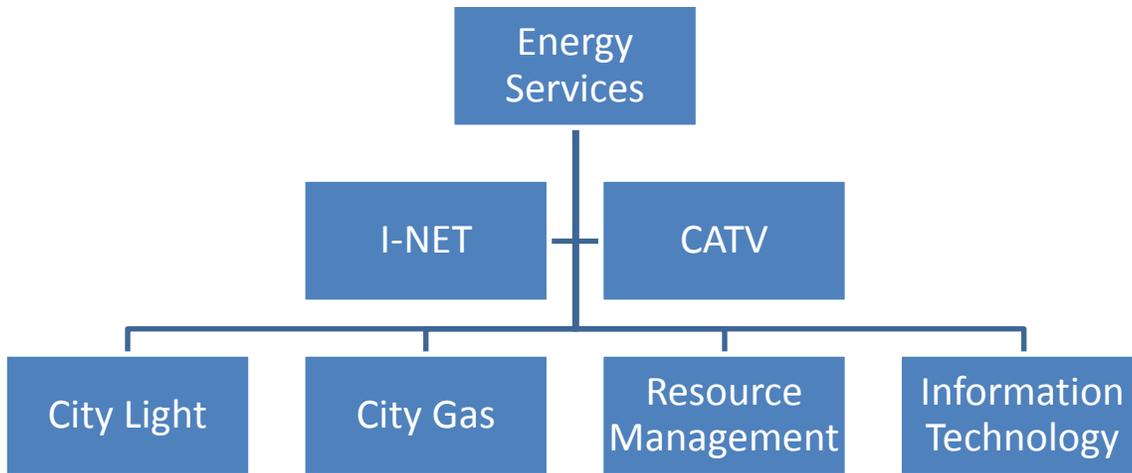
Operating revenues for 2013 are projected at \$7.40 million compared to \$8.44 million in 2012, due to lower gas prices. The City taps into the Williams' Pipeline at a station on the Kittitas Highway and utilizes 2" to 6" mains and several regulating stations to deliver gas to its customers. Gas is purchased

Operating revenues for 2013 are projected at \$14.90 million compared to \$14.38 million in 2012. The City has two substations, which are fed from BPA. Current capacity and plans for future improvements to the distribution system ensure the City can accommodate the future power needs of almost any type of customer. The City is designing a substation in 2013 and is planning to build the additional substation in 2014.

The Natural Gas Utility Division was established by the City in 1957 and is the oldest municipal gas

utility west of the Mississippi river. The gas utility has grown to serve about 5,000 customers delivering 7.4 million CCF's annually. By the authority of the Washington Utilities

from various suppliers in the Rocky Mountain Region as well as Canada. The City has underground and liquefied gas storage capacity to maintain a reliable, low cost supply. Current capacity and plans for future improvements to the system assures the City can accommodate the future natural gas needs.



2012 Accomplishments

Electric Utility Division

- Installed the last 40 sets of snowflake mounting brackets and receptacles on downtown historic 3 globe street lights;
- Completed underground conversion of 15KV overhead back lot power lines in Spokane & Seattle Streets area.
- Audited half of the largest 328 customer metering equipment installations.
- Completed Oil Spill Prevention, Control and Countermeasure plans for five sites.
- Completed 2 of 3 substation transformer diagnostic test contracts, and 2 of 3 substation regulator load tap changer service contracts, both typically done every 7 years.
- Completed build-out & connectivity of SmartGrid Supervisory Control and Data Acquisition System, installed fiber optic line to the weather tower and each of 10 solar & wind generators & meters for Renewable Energy Park & remotely operated transactive switch, including installation of security fencing.
- Continued multi-year program to test and replace transformers above the future Federal guideline for polychlorinated biphenyl in our system.
- Worked with consultants to complete long range system plan, typically done every 7 years.
- Completed substation concrete containment structure at East Ellensburg Substation, for Spill Prevention, Control and Countermeasure.
- Had in house crew install and wire weather tower & communications link to SmartGrid Supervisory Control and Data Acquisition System.
- Replaced fusing & protection software and reprogrammed substation reclosers to improve coordination with Central Washington University.

Gas Utility Division

- Installed over 3,500 feet of new gas main system wide.
- Installed over 1,500 feet of new 6 inch polyethylene gas main on Bowers Road.
- Replaced 1,000 feet of 2 inch steel main with new 4 inch polyethylene main on 15th Avenue to remove bottle-neck in the Dry Creek Road loop.
- Nearly 300 older gas meters changed out with an additional 75 Automatic Meter Reading ERTs (encoders/receivers/transmitters) retrofitted on existing meter sets.
- Resolved issues regarding the fitness for purpose of outdoor stored black HDPE pipe identified in the previous Washington Utilities and Transportation Commission audit,
- Successfully completed the recommended practice 1162 for public awareness audit (no infractions).
- Completed implementation of the Distribution Integrity Management Plan and Program.
- Staff involvement on the American Petroleum Institute code writing committee and American Public Gas Association codes and standards committee



Mike Helgeson (Journeyman) completing excavation work and installation of a new natural gas service line for a customer

Resource Management Division

- In cooperation with the Community Development Department successfully obtained a \$45,000 grant to identify ways to streamline the solar interconnection application and inspection process.
- Successfully launched conservation measures for the Gas Utility Division and completed more than \$275,000 in gas energy efficiency projects.
- Completed over \$250,000 in electric energy efficiency projects funded by the Bonneville Power Administration.
- Began to provide customers additional energy efficiency programs including: low-income weatherization program, Energy Star appliance rebates, standby engine generator block heater pilot program, and the Energy Smart grocers program.
- Assisted City Library staff in developing bid documents, contractor selection and project over-sight in replacing all of the mechanical rooftop heating and cooling equipment at the Hal Holmes Center.

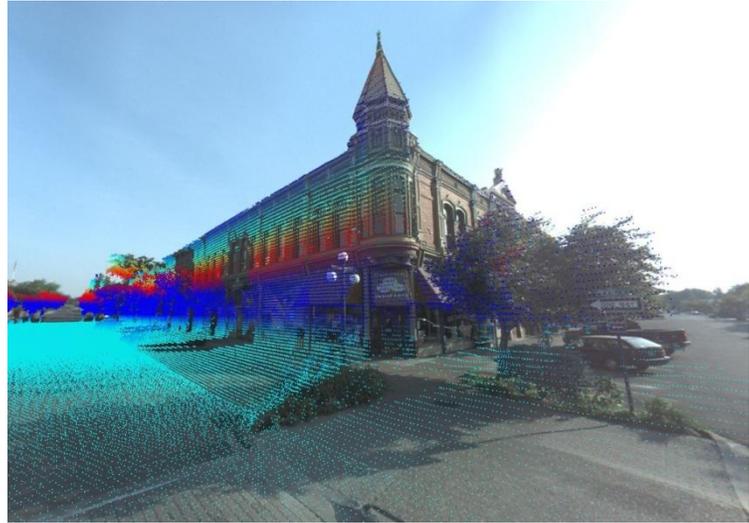


The new weather tower was assembled, erected and installed on the Renewable Energy Park site by the electric utility crew

CITY OF ELLENSBURG, WASHINGTON

Information Technology Division

- Implemented a new email archive/public disclosure request solution.
- Assisted Kittitas County with their new Information Technology Director selection.
- Setup an Interlocal Agreement between the City of Ellensburg and Kittitas Valley Fire and Rescue for information technology support.
- Implemented Supervisory Control and Data Acquisition server and secure connection to Battelle for the Pacific Northwest SmartGrid Demonstration Project.
- Substantial completion of Institutional Network upgrade – Working with KITTCOM and other agencies to upgrade and replace hardware.
- Completed a geographic information system needs assessment and a long-term development plan.
- Completed a County-wide mobile scanning and imaging geographic information system project in conjunction with Kittitas County.



The dots are a sample digital geographic information system representation of the Davidson building, similar representations throughout the City will be used for planning and engineering during future municipal projects

CITY OF ELLENSBURG, WASHINGTON

Financial Summary – I-Net

Department: Energy Services **Fund:** I-Net **Account #:** 400-451

	2010	2011	2012	Proposed Budget	
	Actual	Actual	Revised Budget	2013	2014
Revenues					
Intergovernmental Revenues	\$49,477	\$49,477	\$49,477	\$50,723	\$50,723
Charges for Services	30,523	30,523	30,523	19,277	19,277
Miscellaneous Revenues	645	508	150	150	150
Total Revenues	\$80,645	\$80,508	\$80,150	\$70,150	\$70,150

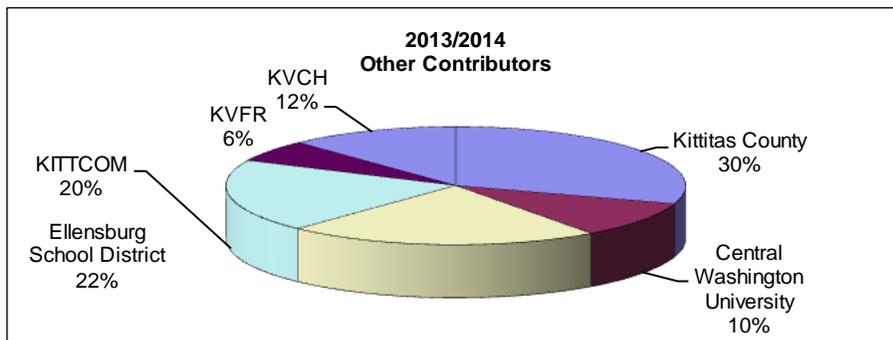
Expenses by Object					
Supplies	\$2,388	\$0	\$342	\$0	\$0
Intergovernmental Services	30,000	30,000	60,228	30,000	30,000
Capital Outlay	0	0	219,430	0	0
Interfund Payments	10,000	10,000	10,000	10,000	10,000
Total Expenses by Object	\$42,388	\$40,000	\$290,000	\$40,000	\$40,000

Expenses by Program					
I-Net	\$42,388	\$40,000	\$290,000	\$40,000	\$40,000
Total Expenses by Program	\$42,388	\$40,000	\$290,000	\$40,000	\$40,000

Excess Rev. over Exp.	\$38,257	\$40,508	-\$209,850	\$30,150	\$30,150
Beginning Fund Balance	238,549	276,806	317,312	107,000	137,150
Ending Fund Balance	\$276,806	\$317,314	\$107,462	\$137,150	\$167,300

Although the City makes the largest (27.5%) single contribution to the I-Net Fund, the City is not the only contributor. The following entities are part of the consortium that funds the program:

Kittitas County	\$15,217
Central Washington University	5,072
Ellensburg School District	11,159
KITTCOM	10,145
KVFR	3,043
KVCH	6,087
	<u>\$50,723</u>



CITY OF ELLENSBURG, WASHINGTON

Financial Summary-Natural Gas

Department: Energy Services **Fund:** Natural Gas **Account #:** 400-461

	2010	2011	2012	Budget	
	Actual	Actual	Revised Budget	2013	2014
Revenues					
Intergovernmental	\$0	\$58,802	\$0	\$0	\$0
Charges for Gds & Serv.	9,391,241	8,470,763	8,438,422	7,400,922	7,548,340
Miscellaneous	6,713	14,597	3,500	3,500	3,500
Transfer In	0	0	0	0	0
Total Revenues	\$9,397,955	\$8,544,162	\$8,441,922	\$7,404,422	\$7,551,840

Expenses by Object

Salaries/Wages	\$911,790	\$911,035	\$924,833	\$933,803	\$922,687
Personnel Benefits	287,835	320,810	354,535	386,098	405,491
Supplies	5,777,898	4,692,596	5,107,295	4,040,602	4,122,274
Services	312,167	369,036	435,603	575,297	543,147
Intergovernmental	926,258	842,326	819,820	718,652	733,026
Capital Outlay	19,961	18,513	22,500	65,000	5,000
Depreciation	407,263	423,376	0	0	0
Debt Services	60,795	52,257	0	0	0
Interfund Payment	812,908	825,896	884,951	785,009	790,902
Change in Inventory	19,748	601,108	0	0	0
Transfer Out	0	0	0	0	0
Total Expenses by Object	\$9,536,621	\$9,056,954	\$8,549,537	\$7,504,461	\$7,522,527

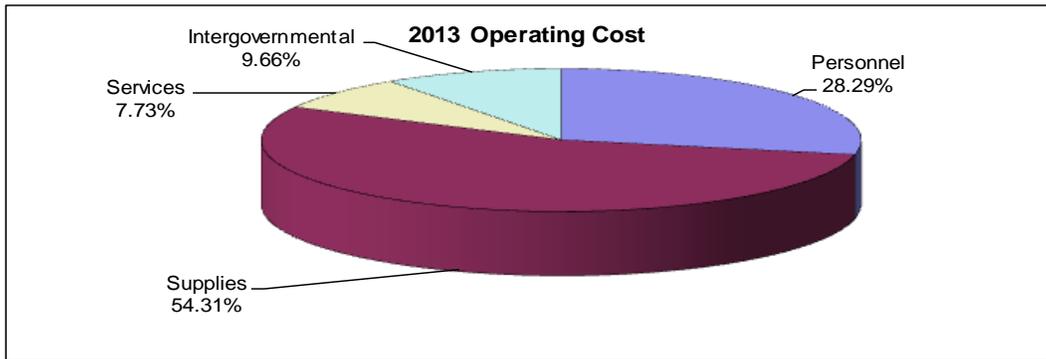
Expenses by Program

Distribution Operation	\$5,774,604	\$4,814,613	\$4,907,983	\$4,001,487	\$4,078,125
Maintenance	332,016	348,789	370,392	398,267	401,392
Customer Services	41,312	66,380	75,234	76,073	74,209
Contract Services	0	0	59,000	35,000	11,000
Planning	15,143	42,214	22,503	175,949	173,774
Capital Projects	444,606	361,000	535,622	545,464	498,964
Depreciation	407,263	423,376	0	0	0
Jobbing	1,622	2,807	724	8,069	11,035
Debt Services	60,795	52,257	0	0	0
Administration	2,378,897	2,302,730	2,555,798	2,264,152	2,274,088
Conservation	57,628	41,430	22,281	0	0
Public Event Work		250	0	0	0
Transfers	2,987		0	0	0
Change in Inventory	19,748	601,108	0	0	0
Total Expenses by Program	\$9,536,621	\$9,056,953	\$8,549,537	\$7,504,461	\$7,522,587
Excess Rev. over Exp.	(\$138,667)	(\$512,792)	(\$107,615)	(\$100,039)	\$29,313
Capital/Inventory Trx.	39,708	619,621	0	0	0
Beginning Fund Balance	8,297,390	8,198,431	7,776,896	9,414,092	9,314,053
Ending Fund Balance	\$8,198,431	\$8,305,261	\$7,669,281	\$9,314,053	\$9,343,366

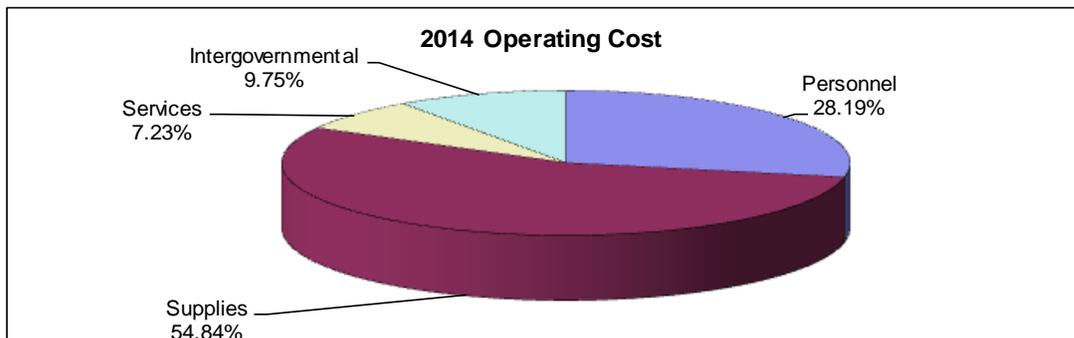
A major part of the Gas Division's budget is spent on the purchase of gas for resale, which accounts for over 49% of the 2013/2014 budget. Salaries and benefits account for only 17.45% of the total budget. Gas Division has no outstanding debts; its 1996 Revenue bonds were defeased in August of 2011.

CITY OF ELLENSBURG, WASHINGTON

	2013 Budget	% of Budget	% W/Capital	% W/O Cap & Debt	% Comb. Sal, Ben, & Interfund
Salaries/Wages	\$933,803	12.44%	12.55%	12.55%	28.29%
Personnel Benefits	386,098	5.14%	5.19%	5.19%	
Supplies	4,040,602	53.84%	54.31%	54.31%	54.31%
Services	575,297	7.67%	7.73%	7.73%	7.73%
Intergovernmental Services	718,652	9.58%	9.66%	9.66%	9.66%
Capital Outlay	65,000	0.87%			
Debt Service	0	0.00%	0.00%		
Interfund Payments	785,009	10.46%	10.55%	10.55%	
Transfer Out	0	0.00%	0.00%		
Total	\$7,504,461	100.00%	100.00%	100.00%	100.00%



	2014 Budget	% of Budget	% W/Capital	% W/O Cap & Debt	% Comb. Sal, Ben, & Interfund
Salaries/Wages	\$922,687	12.27%	12.27%	12.27%	28.19%
Personnel Benefits	405,491	5.39%	5.39%	5.39%	
Supplies	4,122,274	54.80%	54.84%	54.84%	54.84%
Services	543,147	7.22%	7.23%	7.23%	7.23%
Intergovernmental Services	733,026	9.74%	9.75%	9.75%	9.75%
Capital Outlay	5,000	0.07%			
Debt Service	0	0.00%	0.00%		
Interfund Payments	790,902	10.51%	10.52%	10.52%	
Transfer Out	0	0.00%	0.00%		
Total	\$7,522,527	100.00%	100.00%	100.00%	100.00%



CITY OF ELLENSBURG, WASHINGTON

Financial Summary-Electric

Department: Energy Services **Fund:** Electric **Account #:** 400-471 & 475

	2010	2011	2012	Budget	
	Actual	Actual	Revised Budget	2013	2014
Revenues					
Intergovernmental	\$172,689	\$213,393	\$120,000	\$100,000	\$50,000
Charges for Gds & Serv.	12,924,810	12,719,732	12,966,305	14,483,943	14,390,222
Miscellaneous	151,732	130,711	357,962	73,074	70,624
Transfer In	0	0	0	0	0
Loan/Bonds Receipts	0	0	933,005	245,000	255,000
Total Revenues	\$13,249,231	\$13,063,837	\$14,377,272	\$14,902,017	\$14,765,846

Expenses by Object

Salaries/Wages	\$1,142,479	\$1,125,643	\$1,068,409	\$1,253,508	\$1,180,444
Personnel Benefits	387,784	364,281	388,267	458,770	466,002
Supplies	6,958,782	6,633,400	8,105,718	8,323,321	10,080,340
Services	1,263,189	1,354,457	1,374,408	1,654,679	1,626,720
Intergovernmental	1,138,524	1,136,706	1,187,120	1,352,434	1,352,434
Capital Outlay	33,950	451,153	300,195	225,888	86,604
Depreciation	809,704	818,678	0	0	0
Debt Services	290,288	285,895	3,925,851	385,590	387,590
Interfund Payment	1,283,893	1,316,756	1,401,511	1,264,597	1,274,388
Change in Inventory	65,808	19,600	0	0	0
Transfer Out	99,768	70,000	100,000	130,000	100,000
Total Expenses by Object	\$13,474,171	\$13,576,569	\$17,851,479	\$15,048,787	\$16,554,522

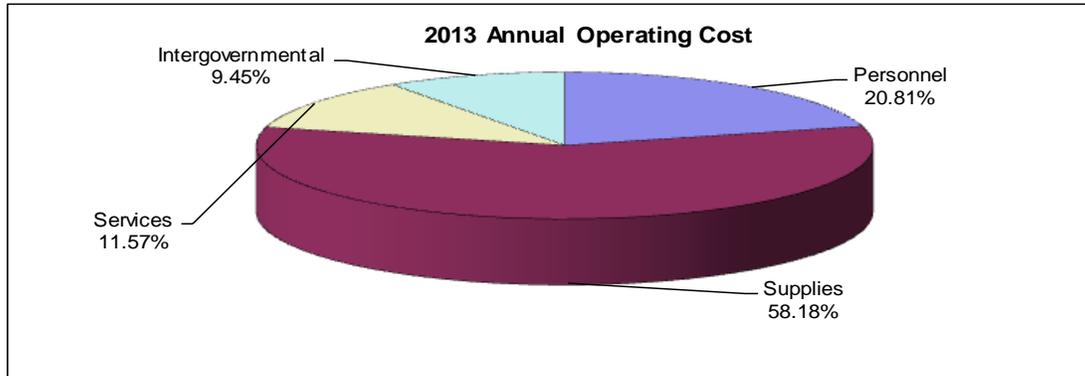
Expenses by Program

Distribution	\$6,777,109	\$6,418,754	\$7,688,522	\$7,629,344	\$8,308,150
Maintenance	923,308	830,419	941,666	1,001,701	964,511
Public Event Work	3,064	21,126	4,506	5,381	5,074
Customer Services	38,130	36,672	83,026	78,894	79,013
Contract Services	146,075	124,215	130,676	193,380	227,316
Conservation	615,376	465,320	281,946	474,636	411,807
Capital Projects	292,866	1,155,581	1,134,575	1,382,518	2,340,246
Jobbing	8,168	7,417	14,447	17,287	16,290
Debt Services	290,288	285,895	3,925,851	385,590	387,590
Transfer out	99,768	70,000	100,000	130,000	100,000
Administration	3,377,725	3,322,892	3,546,264	3,750,056	3,713,442
Depreciation	809,704	818,678	0	0	0
Change in Inventory	65,808	19,600	0	0	0
Total Expenses by Program	\$13,447,389	\$13,576,570	\$17,851,479	\$15,048,787	\$16,553,439
Excess Rev. over Exp.	(224,940)	(512,733)	(3,474,207)	(146,770)	(1,788,676)
Bond Proceeds	0	0	0	0	0
Prior Period Adjustment	0	0	0	0	0
Capital/Inventory Trxs.	99,758	470,753	0	0	0
Beginning Fund Balance	16,242,968	16,117,786	13,079,168	6,286,220	6,139,450
Ending Fund Balance	\$16,117,786	\$16,075,806	\$9,604,961	\$6,139,450	\$4,350,774

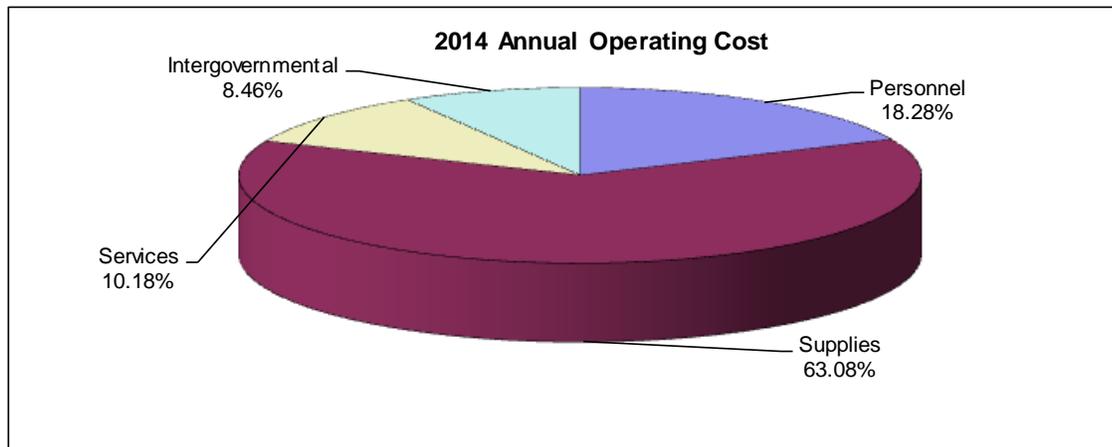
Similar to Gas Division activities, Electric Division buys and sells its power, and the items purchased for resale account for the major part of the annual operating budget. Salaries and benefits account for 10.61%, which is less than Gas Division, and the power supply purchase accounts for about 43%, which is less than the 49% of Gas Division.

CITY OF ELLENSBURG, WASHINGTON

	2013 Budget	% of Budget	% W/Capital	% W/O Cap & Debt	% Comb. Sal, Ben, & Interfund
Salaries/Wages	\$1,253,508	8.33%	8.46%	8.76%	20.81%
Personnel Benefits	458,770	3.05%	3.10%	3.21%	
Supplies	8,323,321	55.31%	56.15%	58.18%	58.18%
Services	1,654,679	11.00%	11.16%	11.57%	11.57%
Intergovernmental Services	1,352,434	8.99%	9.12%	9.45%	9.45%
Capital Outlay	225,888	1.50%			
Debt Service	385,590	2.56%	2.60%		
Interfund Payments	1,264,597	8.40%	8.53%	8.84%	
Transfer Out	130,000	0.86%	0.88%		
Total	\$15,048,787	100.00%	100.00%	100.00%	100.00%



	2014 Budget	% of Budget	% W/Capital	% W/O Cap & Debt	% Comb. Sal, Ben, & Interfund
Salaries/Wages	\$1,180,444	7.13%	7.17%	7.39%	18.28%
Personnel Benefits	466,002	2.81%	2.83%	2.92%	
Supplies	10,080,340	60.89%	61.21%	63.08%	63.08%
Services	1,626,720	9.83%	9.88%	10.18%	10.18%
Intergovernmental Services	1,352,434	8.17%	8.21%	8.46%	8.46%
Capital Outlay	86,604	0.52%			
Debt Service	387,590	2.34%	2.35%		
Interfund Payments	1,274,388	7.70%	7.74%	7.97%	
Transfer Out	100,000	0.60%	0.61%		
Total	\$16,554,522	100.00%	100.00%	100.00%	100.00%



CITY OF ELLENSBURG, WASHINGTON

2005 Light Revenue Bond

The following is the payment schedule to cover the outstanding 2005 bond:

<u>Date:</u>	December 2005.	Years	Balance	Principal	Interest	Total		
<u>Purpose:</u>	To fund the expansion of the electric distribution network into the new developments throughout the City.	2013	\$4,230,000	\$200,000	\$195,590	\$395,590		
		2014	4,030,000	205,000	187,590	392,590		
		2015	3,825,000	210,000	178,878	388,878		
		2016	3,615,000	225,000	169,953	394,953		
		2017	3,390,000	230,000	160,390	390,390		
<u>Rating:</u>		AAA, Insured by Financial Guaranty Insurance.	2018	3,160,000	245,000	148,890	393,890	
			2019	2,915,000	255,000	136,640	391,640	
			2020	2,660,000	270,000	123,890	393,890	
<u>Interest:</u>			Semiannual each June 1 and December 1. Interest rates range from 4.00% - 5.0%. Bonds maturing on and after December 1, 2016 are subject to redemption at the option of the City on any date on and after December 1, 2015.	2021	2,390,000	280,000	110,390	390,390
				2022	2,110,000	490,000	96,390	586,390
				2023	1,620,000	515,000	71,890	586,890
				2024	1,105,000	540,000	46,140	586,140
				2025	\$565,000	\$565,000	\$23,730	\$588,730
<u>Security:</u>	Bonds are secured by a lien on and pledge of the Net Revenue of the utility and ULID Assessments equal to the lien thereon of the City's outstanding Parity Bonds.							

CITY OF ELLENSBURG, WASHINGTON

Financial Summary-Information Services

Department: Energy Services **Fund:** Information Services **Account #:** 500-550

	2010	2011	2012	Budget	
	Actual	Actual	Revised Budget	2013	2014
Revenues					
Charges for Goods & Services	\$630,755	\$620,240	\$1,037,701	\$673,541	\$641,490
Miscellaneous	2,458	1,726	42,325	1,000	1,000
Transfer In	28,004	0	0	0	
Total Revenues	\$661,217	\$621,966	\$1,080,026	\$674,541	\$642,490

Expenses by Object

Salaries/Wages	\$182,417	\$199,367	\$201,564	\$205,328	\$208,481
Personnel Benefits	66,908	77,475	83,341	99,963	105,840
Supplies	237,049	217,510	146,414	143,719	145,306
Services	52,878	74,474	88,202	104,573	59,463
Intergovernmental Serv.	12,000	12,000	10,000	10,000	10,000
Capital Outlay	0	0	563,800	260,200	165,700
Depreciation	28,077	26,560	0	0	0
Debt Services	0	0	12,022	0	0
Interfund Payments	0	0	0	0	0
Transfer Out	0	0	0	0	0
Total Expenses by Object	\$579,329	\$607,387	\$1,105,343	\$823,783	\$694,790

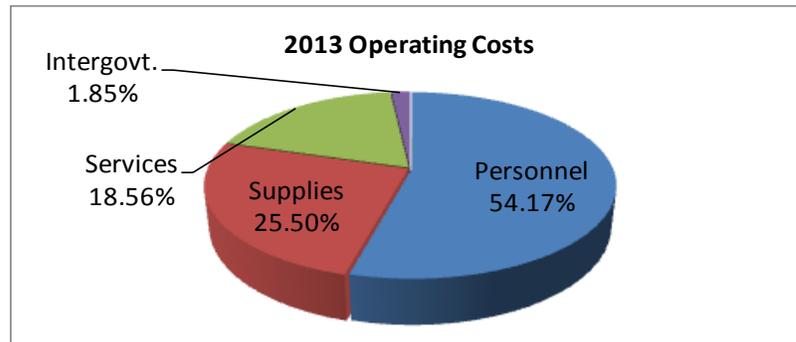
Expenses by Program

Training & Admin.	\$23,611	\$36,339	\$43,495	\$42,466	\$41,946
Network Resources	141,415	141,274	122,129	132,231	115,064
Desktop Resources	185,096	130,087	104,718	108,079	112,094
Enterprise Applications	153,779	171,697	165,155	164,301	150,084
GIS	47,352	101,429	94,024	116,506	109,902
Capital Outlay	0	0	563,800	260,200	165,700
Depreciation	28,077	26,560	0	0	0
Debt Service	0	0	12,022	0	0
Total Expenses by Program	\$579,330	\$607,387	\$1,105,343	\$823,783	\$694,790

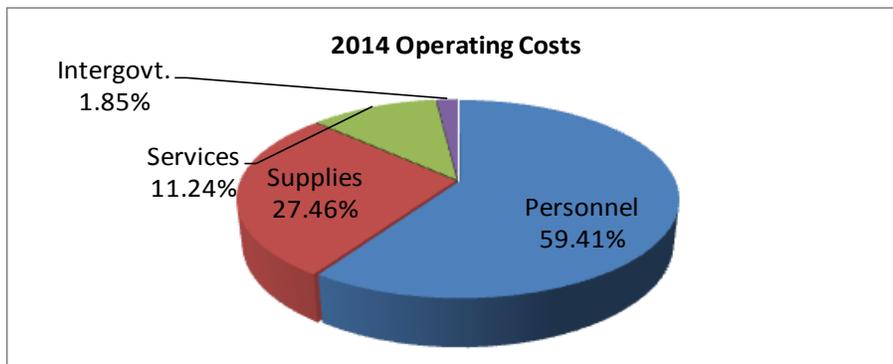
Excess Rev. over Exp.	\$81,888	\$14,579	-\$25,317	-\$149,242	-\$52,300
Capital Transactions	0	0	0	0	0
Beginning Fund Balance	547,775	629,663	321,707	618,926	469,684
Ending Fund Balance	\$629,663	\$644,242	\$296,390	\$469,684	\$417,384

CITY OF ELLENSBURG, WASHINGTON

	2013 Budget	% of Budget	% W/O Capital	% Combined Sal/Ben W/O Capital
Salaries/Wages	\$205,328	24.93%	36.43%	54.17%
Personnel Benefits	99,963	12.13%	17.74%	
Supplies	143,719	17.45%	25.50%	25.50%
Services	104,573	12.69%	18.56%	18.56%
Intergovernmental Services	10,000	1.21%	1.77%	1.77%
Capital Outlay	260,200	31.59%		
Debt Service	0	0.00%	0.00%	0.00%
Totals	\$823,783	100.00%	100.00%	100.00%



	2014 Budget	% of Budget	% W/O Capital	% Combined Sal/Ben W/O Capital
Salaries/Wages	\$208,481	30.01%	39.40%	59.41%
Personnel Benefits	105,840	15.23%	20.00%	
Supplies	145,306	20.91%	27.46%	27.46%
Services	59,463	8.56%	11.24%	11.24%
Intergovernmental Services	10,000	1.44%	1.89%	1.89%
Capital Outlay	165,700	23.85%		
Debt Service	0	0.00%	0.00%	0.00%
Totals	\$694,790	100.00%	100.00%	100.00%



CITY OF ELLENSBURG, WASHINGTON

Financial Summary-CATV

Department: Energy Services

Fund: CATV

Account #: 100-150

	2010	2011	2012	Budget	
	Actual	Actual	Revised Budget	2013	2014
Revenues					
Franchise Fees 2%	\$62,380	\$60,384	\$62,000	\$62,000	\$62,000
Misc.	190	138	0	0	0
Transfer In	0	10,000	10,000	10,000	0
Total Revenues	\$62,570	\$70,522	\$72,000	\$72,000	\$62,000

Expenditures by Object					
Other Services	\$0	\$0	\$10,000	\$10,000	\$0
Intergovernmental	61,918	64,125	62,000	64,820	65,000
Total Expenditures by Object	\$61,918	\$64,125	\$72,000	\$74,820	\$65,000

Expenditures by Program					
Operations	\$61,918	\$64,125	\$72,000	\$74,820	\$65,000
Total Expenditures by Program	\$61,918	\$64,125	\$72,000	\$74,820	\$65,000

Excess Rev. over Exp.	\$652	\$6,397	\$0	(\$2,820)	(\$3,000)
Beginning fund balance	67,835	68,487	82,272	76,000	73,180
Ending Fund Balance	\$68,487	\$74,884	\$82,272	\$73,180	\$70,180

The CATV Fund 150 receives its funding from the 2% Franchise Fee paid by Charter Communications. In 2012 and 2013, a Transfer-In of \$10,000 is budgeted from Fund 155 CATV-Capital Fund to help support the operations. The only expenditure out of this fund is paid to Central Washington University for the operation of the Ellensburg Community Television Station, Channel 2 KCWU and the maintenance of the ECTV production van. The remaining 3% from the total 5% Franchise Fee charged is reported in the City's General Fund.

CITY OF ELLENSBURG, WASHINGTON

Financial Summary - CATV Capital

Department: Energy Services **Fund:** CATV Capital **Account #:** 100-155

	2010	2011	2012	Budget	
	Actual	Actual	Revised Budget	2013	2014
Revenues					
Franchise Fees 23%	\$30,500	\$28,492	\$29,600	\$26,100	\$14,100
Misc.	476	341	0	0	0
Total Revenues	\$30,976	\$28,833	\$29,600	\$26,100	\$14,100

Expenditures by Object					
Supplies	\$4,101	\$7,709	\$0	\$0	\$0
Services	\$0	\$227	\$0	\$0	\$0
Capital Outlay	\$9,049	\$0	\$40,000	\$26,100	\$14,600
Transfer Out	0	10,000	10,000	10,000	0
Total Expenditures by Object	\$13,150	\$17,936	\$50,000	\$36,100	\$14,600

Expenditures by Program					
Capital Outlay	\$13,150	\$7,935	\$40,000	\$26,100	\$14,600
Transfer Out	\$0	\$10,000	\$10,000	\$10,000	\$0
Total Expenditures by Program	\$13,150	\$7,935	\$40,000	\$26,100	\$14,600

Excess Rev. over Exp.	\$17,826	\$10,897	(\$20,400)	(\$10,000)	(\$500)
Beginning fund balance	184,537	202,364	156,313	132,800	122,800
Ending Fund Balance	\$202,363	\$213,261	\$135,913	\$122,800	\$122,300

The CATV Capital Fund receives its funding from the 50 cents a month per customer charged by Charter Communications. This money is used for capital improvements to the CATV program. In 2012 and 2013, \$10,000 was budgeted to be transferred out to Fund 150 for CATV Operating support.

CITY OF ELLENSBURG, WASHINGTON

Financial Summary-Lodging Tax

Department: Energy Services **Fund:** Lodging Tax

Account #: 100-165

	2010	2011	2012	Budget	
	Actual	Actual	Revised Budget	2013	2014
Revenues					
Lodging Tax	\$370,659	\$364,848	\$325,000	\$370,610	\$374,316
Intergovernmental Revenues	0	0	0	0	0
Miscellaneous Revenues	1,246	963	0	1,000	1,000
Total Revenues	\$371,904	\$365,811	\$325,000	\$371,610	\$375,316
Expenditures by Object					
Supplies	\$31,000	\$24,920	\$32,550	\$32,550	\$32,550
Services	257	1,847	400	400	400
Intergovernmental Services	287,876	280,155	387,250	338,660	342,366
Capital Outlay	25,000	0	100,000	82,365	0
Interfund Payment	0	0	0	0	0
Transfer Out	0	0	0	0	0
Total Expenditures by Object	\$344,133	\$306,922	\$520,200	\$453,975	\$375,316
Expenditures by Program					
Tourism	\$319,133	\$306,922	\$420,200	\$371,610	\$375,316
Cultural & Recreational	25,000	0	0	0	0
Capital	0	0	100,000	82,365	0
Debt Service	0	0	0	0	0
Transfer out	0	0	0	0	0
Total Expenditures by Program	\$344,133	\$306,922	\$520,200	\$453,975	\$375,316
Excess Rev. over Exp.	\$27,771	\$58,889	(\$195,200)	(\$82,365)	\$0
Beginning Fund Balance	467,802	495,574	406,679	443,935	361,570
Ending Fund Balance	\$495,574	\$554,462	\$211,479	\$361,570	\$361,570

The City charges a 4% Hotel/Motel tax on the hospitality services within the city limits. The fund is disbursed based on the recommendations of the Lodging Tax Advisory Committee. The Committee is made up of one council member who chairs the committee, two members from the lodging industry, and two members from agencies that receive funding from the Lodging Tax Fund.

CITY OF ELLENSBURG, WASHINGTON

Financial Summary - EURED RF

Department: Energy Services **Fund:** EURED RF **Account #:** 100-175

	2010 Actual	2011 Actual	2012 Revised Budget	Budget	
				2013	2014
Revenues					
Intergovernmental Revenues	\$0	\$0	\$0	\$0	\$0
Transfer In	70,000	70,000	100,000	130,000	100,000
Total Revenues	\$70,000	\$70,000	\$100,000	\$130,000	\$100,000

Expenditures by Object					
Intergovernmental Services	\$70,000	\$70,000	\$100,000	\$130,000	\$100,000
Transfer Out	0	0	0	0	0
Total Expenditures by Object	\$70,000	\$70,000	\$100,000	\$130,000	\$100,000

Expenditures by Program					
Projects	\$70,000	\$70,000	\$100,000	\$130,000	\$100,000
Transfer Out	0	0	0	0	0
Total Expenditures by Program	\$70,000	\$70,000	\$100,000	\$130,000	\$100,000

Excess Rev. over Exp.	\$0	\$0	\$0	\$0	\$0
Beginning Fund Balance	0	0	0	0	0
Ending Fund Balance	\$0	\$0	\$0	\$0	\$0

The Electric Utility Rural Economic Development Revolving Fund (EURERF) is funded by the City of Ellensburg Electric Fund and administered by the Ellensburg Business Development Authority (EBDA) to promote job creation and economic development.

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CITY OF ELLENSBURG, WASHINGTON

CAPITAL PROJECTS LIST

2013-2014 BIENNIAL BUDGET

Non-routine significant capital projects may or may not have an impact on the operating budget. The

- Positive (P) The project is expected to reduce operating costs or generate income to offset additional costs.
- Negligible (N) The impact on the operating budget will be minimal and additional operating costs are expected to be less than \$5,000.
- Moderate (M) There will be an impact on the operating budget of the affected department and the additional operating costs are expected to increase between \$5,001 and \$25,000.
- High (H) The operating costs are expected to exceed \$25,001.
- (*) The project is routine and will not impact the operating budget as long as the projects are kept up. However, if these projects are not done on a regular basis it can create increased maintenance or capital costs in the future.

2013-2014 Capital Projects List

Item #	Item	Item Description	Department	Amount	Status	M&O Impact
1	Parking Lot	Repair Police Parking Lot	Police Dept	\$7,500	2013 Request	*
2	Doors	Replace Auditorium Doors, and Men's Bathroom Stall Doors at Hal Holmes	Library	\$4,000	2013 Request	*

Total General Fund Capital-2013 \$11,500
 Total General Fund Capital-2014 \$0

3	Replacement Vehicle	Replace 1 patrol vehicles	Police Equipment	\$32,000	2013 Request	*
4	Replacement Vehicle	Replace on of the 2003 staff vehicles with 105,000 miles in 2013 due to high mileage and dependability	Police Equipment	\$20,000	2013 Request	*
5	Replacement Vehicle	Replace 1 patrol vehicle	Police Equipment	32,000	2014 Request	*
6	Replacement Vehicle	Replace one of the 2000 staff vehicles with 100,000 miles in 2013 due to high mileage and dependability.	Police Equipment	15,000	2014 Request	*

Total Police Vehicles-2013 \$52,000
 Total Police Vehicles-2014 \$47,000

7	Inspection	Annual inspection of bridges required by the State of Washington	Arterial Street	\$3,000	2013	*
8	I90/Canyon Rd Intersection/ Signal Design	Provide traffic impact fee funding to WSDOT for the design/construction of signal.	Arterial Street	225,000	2013	*
9	Signal Optimization	Perform annual signal upgrade- enhancement work	Arterial Street	20,000	2013	*
10	Main Street LID 6th to 7th	Property owners along east side of Main Street from 6th to 7th Avenues have requested the City form a local improvement district to install new curbs/sidewalks along their frontages. Request also included funding for City to underground illumination/luminaires	Arterial Street	80,000	2013	N
11	"D" Street Bridge Replacement	Use Washington State Bridge Replacement Advisory Committee funding to replace the "D" Street bridge over the Ellensburg Water Company Canal. Funding will require a 20% City match toward grant.	Arterial Street	625,000	2013	P
12	Alley Reconstruction	Reconstruct Two Downtown Alley/Repave (Project size doubled- one alley was budgeted in 2012, but was deferred to 2013)	Arterial Street	70,000	2013	N

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CITY OF ELLENSBURG, WASHINGTON

Statistical Information

Statistic Information

This section is devoted to statistical analysis on the City of Ellensburg operations; some of the following items are included:

1. Personnel List and Pay Information
2. Debt Limit Calculation
3. Ratio of Outstanding Debt by Type
4. Debt per Capita
5. Ratio of Outstanding GO Debt to Assessed Value
6. Ratio of Outstanding Debt to The Debt Limit
7. Tax Revenues by Source

Personnel

City employees who are eligible under state law to be represented by labor organization are employed under labor contract provisions on such matters as salaries, vacation, sick leave, medical and dental insurance, working conditions, and grievance procedures. City of Ellensburg strives to complete these agreements in a timely manner and promote labor relations policies that are mutually beneficial to the City and the employees.

Employee Groups

Represented:

- Teamster's (38 members)
- Ellensburg Police Officer's Guild (24 members)
- OPEIU Professional/Technical (36 members)
- OPEIU Library (13 members)
- IBEW Light (8 members)

Non-represented:

- Management and professional (43 members)

Medical Plans

The City provides medical insurance coverage to employees and their dependents and provides for the payment of insurance premiums with a modest contribution from employees per pay period per coverage. Currently in 2012, the City medical insurance is provided through a partial self-insured program and we are continuing the program in 2013-2014.

Pension Plans

All City full-time and qualifying part-time employees participate in either a Public Employees Retirement System (PERS) or the Law Enforcement Officers and Fire Fighters (LEOFF) Retirement system. PERS and LEOFF are statewide government employees' retirement systems administered by the Washington State Department of Retirement Systems. Both the employees and the employer contribute to fund the plan and the State sets the rate of the contribution.

Pension Plans Rate Contributions (As of 12/31/2012)

Plan	Contribution Rates		
	City	Employee	Total
LEOFF 1			
LEOFF 2	5.24%	8.46%	13.70%
PERS 1	7.21%	6.00%	13.21%
PERS 2	7.21%	4.64%	11.85%
PERS 3	7.21%	5%-15%	

Personnel List

Function/Department	2007	2008	2009	2010	2011	2012	2013	2014	Monthly Salary Range	
									Low	High
City Council										
Mayor	1	1	1	1	1	1	1	1		500
City Council	6	6	6	6	6	6	6	6		250
<i>Total City Council</i>	<i>7</i>									
City Manager										
City Manager	1	1	1	1	1	1	1	1	7,969	10,625
Executive Assistant	1	1	1	1	1	1	1	1	3,259	4,346
Land Use Consultant / Project Manager	0	0	1	1	0	0	0	0	6,447	8,596
City Attorney	1	1	1	1	1	1	1	1	6,658	8,878
Executive Assistant / Asst. City Clerk	0.46	0.46	0.46	0.46	0.46	0.46	0.46	0.46	3,259	4,346
Human Resources Director	1	1	1	1	1	1	1	1	5,603	7,471
Human Resources Specialist	0.75	1	1	1	1	1	1	1	3,748	4,863
Civil Service / Chief Examiner	0	0	0	0	0	0	0	0	150	150
On-Call	0	0	0	0.27	0	0	0	0		0.00
<i>Total City Manager</i>	<i>5.21</i>	<i>5.46</i>	<i>6.46</i>	<i>6.73</i>	<i>5.46</i>	<i>5.46</i>	<i>5.46</i>	<i>5.46</i>		
Financial Services										
Finance Director	1	1	1	1	1	1	1	1	7,484	9,980
Accounting Manager	1	1	1	1	1	1	1	1	4,813	6,417
City Clerk	1	1	1	1	1	1	1	1	3,857	5,142
Assistant City Clerk	0.54	0.54	0.54	0.54	0.54	0.54	0.54	0.54	3,259	4,346
Utility Services Supervisor	1	1	1	1	1	1	1	1	4,228	5,637
Accounting Analyst	1	1	1	1	1	1	0	0	3,481	4,642
Senior Accounting Analyst/Budget Officer							1	1	4,181	5,574
Administrative Assistant						0.5	0.5	0.5		3,253
Account Clerk I / RPZ	2	2	2	2	2	2	2	2		2,984
Account Clerk II	1	1	1	1	1	1	2	2		3,307
Accounting Specialist	1	1	2	2	2	2	2	2		3,630
Senior Account Clerk	1	1	0	0	0	0	0	0		0
Billing Specialist	1	1	1	1	1	1	1	1		3,523
Data Entry / Billing Clerk	1	1	1	1	1	1	1	1		3,111
Meter Reader	1	1	1.5	1.5	1.5	1	1	1		3,293
Payroll & Benefits Technician	1	1	1	1	0	0	0	0		3,523
Payroll / Accounting Specialist	1	1	1	1	1	1	1	1		3,692
Senior Utility Account Clerk	1	1	1	1	1	1	0	0		3,523
Senior Meter Reader	1	1	1	1	1	1	1	1		3,598
<i>Total Financial</i>	<i>17.54</i>	<i>17.54</i>	<i>18.04</i>	<i>18.04</i>	<i>17.04</i>	<i>17.04</i>	<i>17.04</i>	<i>17.04</i>		

The Accounting Analyst position was replaced with a Senior Accounting Analyst/Budget Officer position in 2013.

The Senior Utility Account Clerk position was replaced with an additional Account Clerk II position in 2013.

Personnel List

Monthly Salary
Range

Function/Department	2007	2008	2009	2010	2011	2012	2013	2014	Low	High
Police Department										
Police Chief	1	1	1	1	1	1	1	1	6,447	8,596
Police Captain	1	0	2	2	2	2	2	2	5,278	7,037
Police Admin. Supervisor	1	1	1	1	1	1	1	1	3,564	4,752
Animal Control Supervisor	1	1	1	1	1	1	1	1	3,641	4,854
Animal Shelter Aide	0.5	1.5	0.9	0.9	0.9	0.9	0.9	0.9		11.00
Animal Control Officer	1	1.5	2	2	2	2	2	1.5		3,268
Secretary / Records Clerk	3	3.5	3.45	3.75	3.5	3.75	3.75	3		3,073
Code Enforcement Officer	2	2	2	2	2	2	2	2		3,293
Sergeant	5	5	5	5	4	5	5	5	34.46	34.46
Corporal	4	4	4	4	4	4	4	4	31.53	31.53
Officer First Class	12	17	7	7	11	13	14	14	30.63	30.63
Officer Second Class	0	0	2	5	3	2	0	2	26.65	26.65
Officer Third Class	0	0	0	3	2	2	2	0	25.20	25.20
Probationary Officer	0	0	8	2	0	0	1	1	23.54	23.54
<i>Total Police</i>	31.5	37.5	39.4	39.7	37.4	39.65	39.65	38.4		
Community Development										
Community Development Director	1	1	1	1	1	1	1	1	6,447	8,596
Assistant Building Official	0	0	1	1	0	0	1	1	4,122	5,497
Building Inspector	2	2	2	2	2	2	1	1	3,390	4,520
Building Inspector II	1	1	0	0	0	0	0	0	3,701	4,935
Building Plans Examiner	0	0	0	0	0	0	0	0		0
Planning Supervisor	0	0	1	1	1	1	1	1	4,818	6,424
Associate Planner	1	1	0	0	0	0	0	0		4,427
Community Development Admin Secre:	0	0	0	0	0	0	0	0		3,253
Planner	0	0	1	1	1	1	0	0		4,839
Planning/Permit Technician	2	2	2	2	2	2	2	2		3,995
Secretary	0	0	0	0	0	0	0	0		0
Senior Planner	1	1	0	0	0	0	1	1		5,253
<i>Total Community Development</i>	8	8	8	8	7	7	7	7		

A .5 Animal Control Officer position and a .75 Secretary Records Clerk position in the Criminal Justice Fund are not funded for 2014.

One Building Inspector position was replaced with an Assistant Building Official position in 2013.

The Planner position was replaced with a Senior Planner position in 2013.

Personnel List

Monthly Salary
Range

Function/Department	2007	2008	2009	2010	2011	2012	2013	2014	Low	High
Engineering / Public Works										
Public Works Director	1	1	1	1	1	1	1	1	6,658	8,878
Assistant Public Works Director	1	1	1	1	1	1	1	1	5,619	7,491
Assistant City Engineer	0	0	0	0	1	1	1	1	5,012	6,682
City Engineer	1	1	1	1	1	1	1	1	5,619	7,491
Civil Engineer	1	1	1	1	0	0	0	0	4,547	6,062
Operations Analyst	2	2	2	2	2	2	2	2	3,481	4,642
Stormwater Utility Manager	0	0	0	1	1	1	1	1	4,547	6,062
Engineering Aide	1	1	1	1	1	1	1	1		3,751
Engineering Technician I	1	1	1	1	1	1	1	1		4,256
Engineering Technician II	0	0	1	1	1	1	1	1		4,440
Engineering Technician III (Arborist)	1	1	1	1	1	1	1	1		5,013
PW Administrative Secretary	1	1	1	1	1	1	1	1		3,367
Tempory Labor- Engineering	0	0	0.25	0.32	0	0	0	0		0
Street Foreperson	1	1	1	1	1	1	1	1	28.27	28.55
Water Foreperson	1	1	1	1	1	1	1	1	28.27	28.55
Sewer Foreperson	1	1	1	1	1	1	1	1	28.27	28.55
Shop Foreperson	1	1	1	1	1	1	1	1	28.27	28.55
Heavy Equipment Operator- Street	5	5	5	5	5	5	5	5	24.32	24.56
Tempory Laborers- Street	1.92	1.92	1.92	1.92	1.92	1.92	1.92	1.92	11.48	11.59
Cross Connection Control Specialist	1	1	1	1	1	1	1	1	24.32	24.56
Senior Pipeman- Water	4	4	4	4	4	4	4	4	24.32	24.56
Plant Maintenance Tech- Water	1	1	1	1	1	1	1	1	24.57	24.82
Temporary Laborer- Water	1	1	1.42	1.42	1.5	1.5	1.5	1.5	11.48	11.59
Plant Maintenance Tech- Sewer	1	1	1	1	1	1	1	1	24.57	24.82
Lab-Tech Operator	1.5	1.5	1	1	1	1	1	1	24.56	24.81
Treatment Plant Operator	4	4	5	5	5	5	5	5	24.54	24.79
Collection Serviceman	2	2	2	2	2	2	2	2	24.32	24.56
Temporary Laborers- Sewer	0.59	0.59	0.7	0.84	0.58	0.58	0.58	0.58	11.48	11.59
Equipment Mechanic	2	2	2	2	2	2	2	2	25.76	26.02
Plant Maintenance- Shop	1	1	1	1	1	1	1	1	24.57	24.82
Warehouseperson	1	1	1	1	1	1	1	1	24.75	25.00
Temporary Student Laborer- Shop	0.4	0.4	0.58	0.58	0.58	0.58	0.58	0.58	11.48	11.59
Temporary Laborer- Stormwater							1.17	1.17	11.48	11.59
Total Engineering / Public Works	41.4	41.4	43.9	45.1	44.6	44.6	45.8	45.8		

Temporary Student Laborer positions for Stormwater were added in 2013.

Personnel List

Monthly Salary
Range

Function/Department	2007	2008	2009	2010	2011	2012	2013	2014	Low	High
Parks and Recreation										
Parks and Recreation Director	1	1	1	1	1	1	1	1	5,603	7,471
Aquatic and Recreation Supervisor	1	1	1	1	1	1	1	1	3,905	5,207
ERRC Coordinator	1	1	1	1	1	1	1	1		3,392
Recreation Aide- ERRC	1.8	1.8	1.24	1.24	1.24	1.24	1.24	1.24	9.29	10.24
Pool Administrative Secretary	1	1	1	1	1	1	1	1		3,253
Rac & Rec Center Assistant Coordinator	0	0	0	0	0	0	0	0		2,281
Senior Services Coordinator	1	1	1	1	1	1	1	1		3,732
Youth Center and Athletic Program Coordin	1	1	1	1	1	1	1	1		3,996
Senior Van Driver	0.45	0.45	0.45	0.45	0	0.45	0.45	0.45	11.61	12.80
Aquatic / Recreation Leader	0.85	0.14	0.14	0.14	0.14	0.14	0.14	0.14		11.26
Lifeguard	8.88	5.96	5.96	5.12	5.96	4.87	4.87	4.87	9.29	10.24
Instructor	0	2.03	2.03	2.03	2.03	2.03	2.03	2.03	9.29	10.24
Recreation Aide	0	0.75	0.75	0.75	0.75	0	0	0	9.29	10.24
Custodian	0.58	0.58	0.58	0.58	0.58	0.58	0.58	0.58	9.29	10.24
Recreation Leader	0	0.83	1.36	1.36	0.7	0.62	0.62	0.62	9.79	12.92
Sports Officials I-V						1.434	1.434	1.434	10.07	20.00
Recreation Leader- Tiny Tots						0.1	0.1	0.1	9.79	12.92
SBYC Recreation Leader						0.4	0.4	0.4	9.79	12.92
Park Attendants	0.53	0.53	0	0	0	0	0	0	9.79	12.92
Parks Foreman	1	1	1	1	1	1	1	1	28.27	28.55
Park Maintenance Technician	3	3	3	3	2	3	3	3	24.32	24.56
Temporary Laborers- Parks	1.67	1.67	2.53	2.53	2.53	2.53	2.53	2.53	11.48	11.59
<i>Total Parks & Recreation</i>	24.8	24.7	25	24.2	22.9	24.39	24.39	24.39		
Library										
Library Director	1	1	1	1	1	1	1	1	5,603	7,471
Librarian	1	1	1	1	1	1	1	1	3,654	4,872
Hal Holmes Office Assistant	0.4	0.4	0.45	0	0	0	0	0		0.00
Hal Holmes Facility Assistant	0	0	0	0.9	0.9	0.9	0.9	0.9		14.22
Hal Holmes Office Manager	1	1	1	0	0	0	0	0		0.00
Library Administrative Assistant	0	0	0	1	1	1	1	1		19.24
Library Aide	0.8	0.8	0.4	0.4	0.4	0.4	0.4	0.4		9.63
Library Associate	3.5	3.5	3.5	3.5	3.5	3.5	3.5	3.5		19.24
Library Assistant	2.7	2.7	3.15	3.15	3.15	3.15	3.15	3.15		14.22
Library Specialist	0.75	0.75	0.75	0	0	0	0	0		16.58
Office Specialist	0.75	0.75	0.45	0.75	0.75	0.75	0.75	0.75		17.24
<i>Total Library</i>	11.9	11.9	11.7	11.7	11.7	11.7	11.7	11.7		

Personnel List

Monthly Salary Range

Function/Department	2007	2008	2009	2010	2011	2012	2013	2014	Low	High
Energy Services / IT										
Energy Services Director	1	1	1	1	1	1	1	1	7,589	10,119
Special Projects Manager	0	0	0	0	0	0	0.25	0		58.38
Electrical Engineer	1	1	1	1	1	1	1	1	5,886	7,849
Energy Services Resource Manager	1	1	1	1	1	1	1	1	4,262	5,683
Executive Assistant- Energy Services	1	1	1	1	1	1	1	1	3,259	4,346
Field Engineer	0.75	0.75	0.75	0	0	0	0	0	5,225	6,966
Gas Engineer	1	1	1	1	1	1	1	1	5,886	7,849
IT Systems Administrator	0	0	1	1	1	1	1	1	4,547	6,062
Network / Desktop Analyst	2	2	1	1	1	1	1	1	4,249	5,666
Operations Supervisor- Gas	1	1	1	1	1	1	1	1	5,619	7,491
Operations Supervisor- Electric	1	1	1	1	1	1	1	1	5,886	7,849
Rate Analyst	1	1	1	1	1	1	1	1	3,897	5,196
Energy Specialist	1	1	1	1	1	1	1	1		4,722
Engineering Specialist- Gas	0	0	0	0	0	0	1	1		5,082
Engineering Specialist- Light	0	0	1	1	1	1	1	1		5,349
Engineering Tech- Gas	0.4	0.4	1	1	1	1	0	1		4,440
Engineering Tech- Light	0.6	0.6	0	0	0	0	0	0		5,013
Mapping / CAD Technician	1	1	1	0	0	0	0	0		3,751
Energy Auditor- Gas	0	0	0	0	0	0	0.5	5		3,777
GIS Specialist	0	0	1	1	1	1	1	1		4,375
Gas Foreman	1	1	1	1	1	1	1	1	36.97	37.34
Gas Journeyman	4	4	5	5	5	5	5	5	32.13	32.45
Gas Serviceman	1	1	1	1	1	1	1	1	32.13	32.45
Gas Technician	1	1	0	0	0	0	0	0		0.00
Tempory Labor- Gas	0.5	0.5	0.25	0.25	0	0	0	0	11.48	11.59
Light Foreman	1	1	1	1	1	1	1	1		44.20
Light Serviceman	1	1	1	1	1	1	1	1		41.49
Lineman	6	4	5.5	5.5	5	5	6	6		38.77
Meterman	2	2	2	2	0	0	0	0		38.77
Groundman	0	1	0	0	0	0	0	0		29.08
Apprentice	0	1	0	0	0	0	0	0	29.08	34.90
Temporary Labor- Light	0.5	0.5	0.3	0	0	0	0.25	0		0.00
Total Energy Services	31.8	31.8	32.8	30.8	28	28	30	35		

Energy services added a .25 Special Projects Manager position for 2013 only. This position is to allow the past Energy Services Director time to finish up a few projects while the new Director transitions into his position.

Gas department replaced 1 Engineering Tech position with 1 Engineering Specialist position.

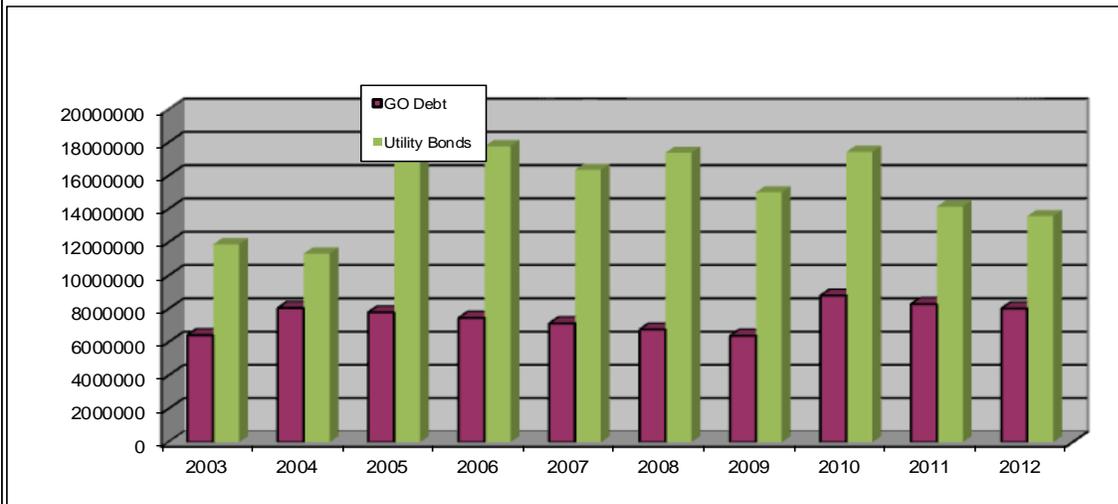
A .5 Energy Auditor position was budgeted in 2013 that was previously filled in 2012 but not budgeted.

Debt Limit Calculation

	Taxable Property Value		\$ 1,196,222,885	
A.	2.5% general purposes limit is allocated between:	0.025	29,905,572	
1	Up to 1.5% debt without a vote (councimanic debt)	0.015	17,943,343	
a	Less: outstanding debt (Park 01 & City Hall 02)		2,610,000	
b	Less: contract payable			
c	Add: available assets -est.		40,178	
d	Equals: remaining debt capacity without a vote			\$ 15,373,521
2	1% general purposes debt with a vote	0.01	11,962,229	
a	Less: outstanding debt (Library-2003)		1,420,000	
b	Less: contract payable			
c	Add: assets available - est.		40,588	
d	Equals: remaining debt capacity with a vote			\$ 10,582,817
e	Equals: remaining debt capacity for general purpose			\$ 25,956,338
B.	2.5% utility purpose limit, voted	0.025	29,905,572	
a	Less: outstanding debt			
b	Less: contract payable			
c	Add: assets available			
d	Equals: remaining debt capacity -utility purpose, voted			29,905,572
C.	2.5% open space, park and capital facilities, voted	0.025	29,905,572	
a	Less: outstanding debt			
b	Less: contract payable			
c	Add: assets available			
d	Equals: remaining debt capacity - open space park and capital facilities, voted			29,905,572

CITY OF ELLENSBURG
Ratios of Outstanding Long-term Debt by Type
Debt per Capita
Last Ten Fiscal Years

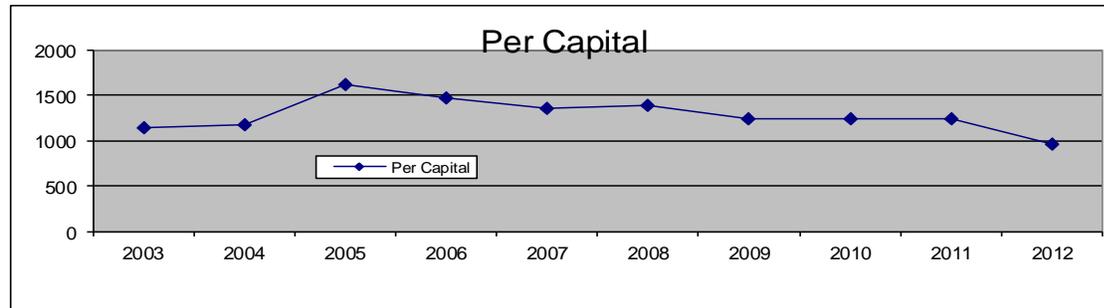
Fiscal Years	*GO Debt	**Revenue Bonds	***Interfund Loan	Total	Population	Per Capita
2003	6,425,181	11,885,000	0	18,310,181	15,940	1,148.69
2004	8,067,143	11,330,000	0	19,397,143	16,390	1,183.47
2005	7,799,103	19,135,000	0	26,934,103	16,700	1,612.82
2006	7,471,064	17,775,000	0	25,246,064	17,080	1,478.11
2007	7,133,026	16,360,000	0	23,493,026	17,220	1,364.29
2008	6,769,986	17,383,884	0	24,153,870	17,330	1,393.76
2009	6,391,947	15,010,585	0	21,402,532	17,230	1,242.17
2010	8,808,474	17,440,000	0	26,248,474	17,326	1,514.98
2011	8,300,000	14,150,000	0	22,450,000	18,174	1,235.28
2012	4,030,000	13,580,000	3,999,657	17,610,000	18,320	961.24



* Includes Public Works Trust Fund Loans.

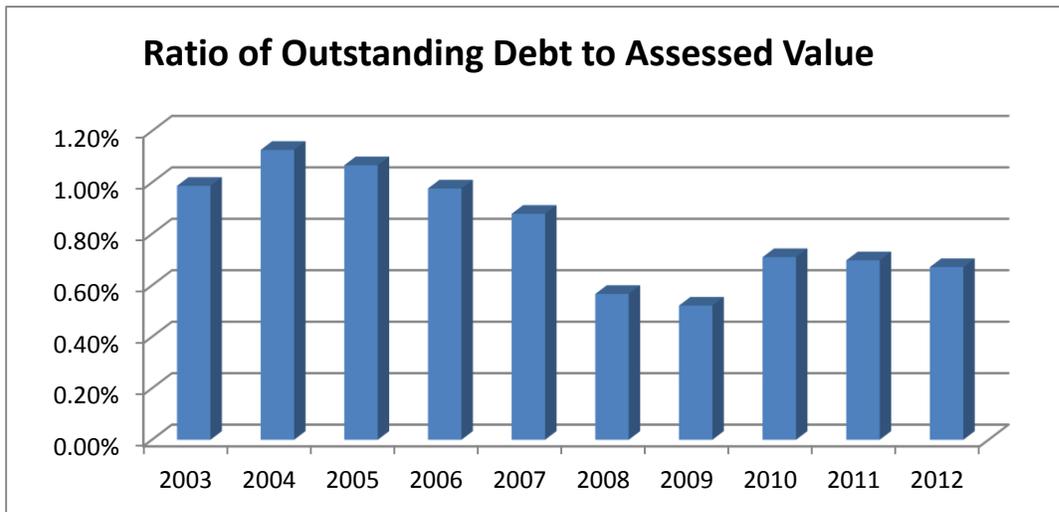
** Includes Water/Sewer Revenue Bonds sold to Light Fund. Does not include interfund loans.

*** Interfund Loans are NOT included in the Debt Limit Calculation (pg F-7)



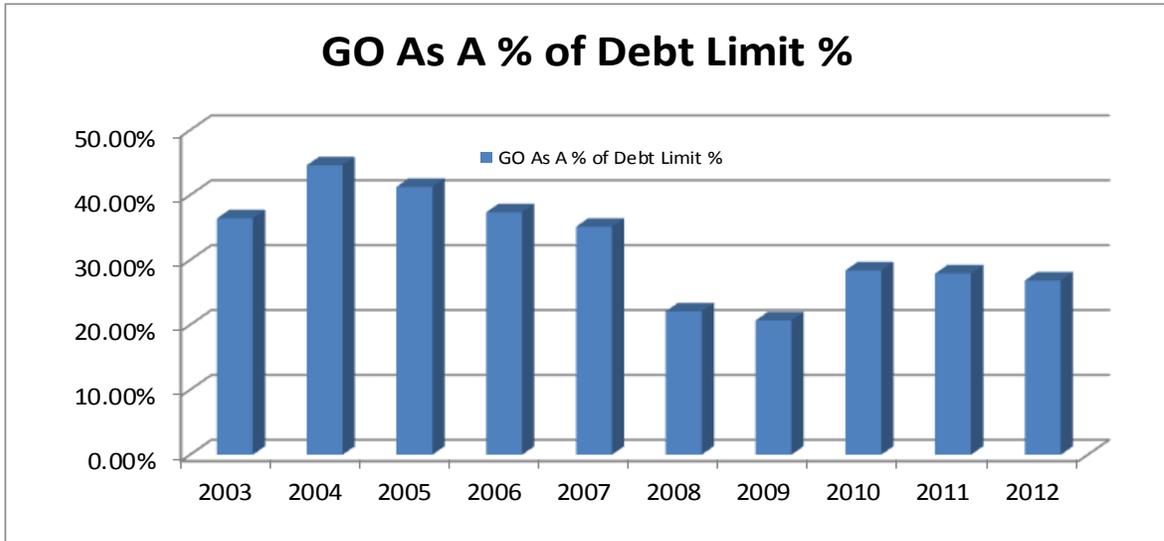
CITY OF ELLENSBURG
Ratio of Outstanding Debt to Assessed Value
Last Ten fiscal Years

Fiscal Years	GO Debt	Assessed Valuation	GO as a % of Assessed Value
2003	6,425,181	650,956,710	0.99%
2004	8,067,143	715,936,460	1.13%
2005	7,799,103	730,745,857	1.07%
2006	7,471,064	764,903,579	0.98%
2007	7,133,026	812,208,120	0.88%
2008	6,769,986	1,194,400,244	0.57%
2009	6,391,947	1,225,498,404	0.52%
2010	8,808,474	1,240,861,642	0.71%
2011	8,300,000	1,190,097,922	0.70%
2012	8,029,657	1,196,222,885	0.67%



CITY OF ELLENSBURG
Outstanding General Obligation Debt To The Debt Limit
Last Ten Fiscal Years

Fiscal Years	*GO Debt	Debt Limit	GO as a % of Debt Limit
2003	6,425,181	17,640,818	36.42%
2004	8,067,143	18,090,740	44.59%
2005	7,799,103	18,891,768	41.28%
2006	7,471,064	19,997,589	37.36%
2007	7,133,026	20,305,203	35.13%
2008	6,769,986	30,637,460	22.10%
2009	6,391,947	30,894,671	20.69%
2010	8,808,474	31,021,541	28.39%
2011	8,300,000	29,739,385	27.91%
2012	8,029,657	29,905,572	26.85%



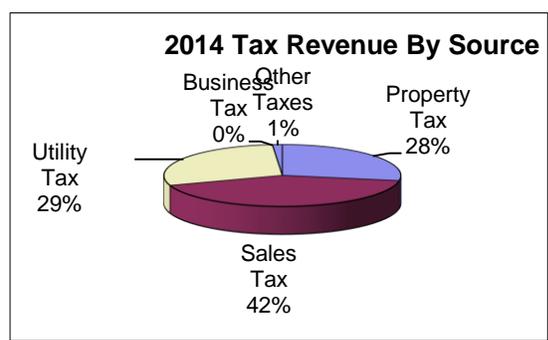
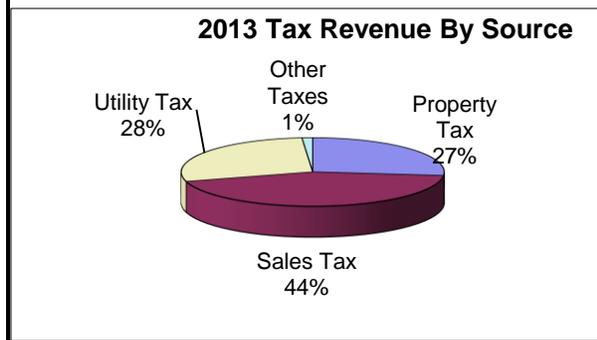
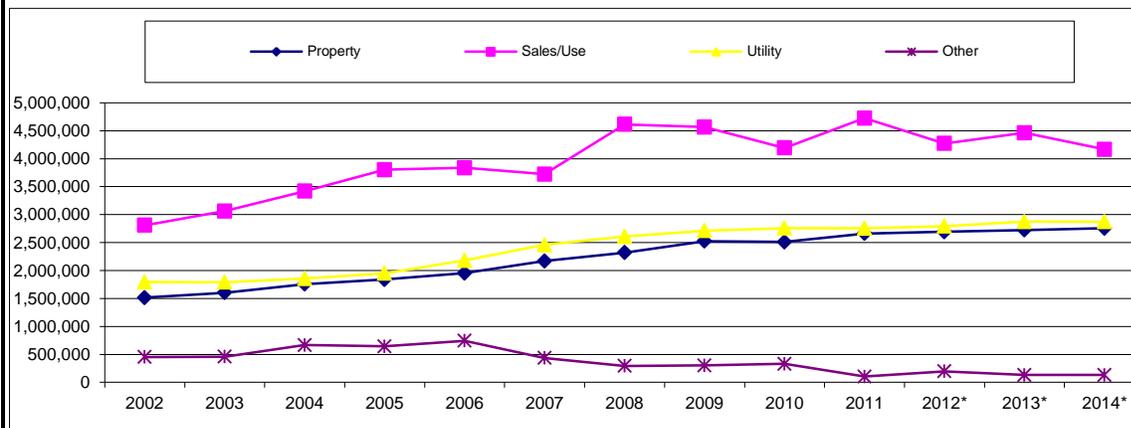
*Long-Term Interfund Loans are not included in the Debt Limit calculation but they are included in the GO Debt calculation.

CITY OF ELLENSBURG
 Top Ten Property Tax Payers

Fred Meyer Stores Inc	Retail	13,335,870	1.11%
Fairway Investments LLC	Multi Residential Property	11,520,470	0.96%
Timothy Park LLC	Multi Residential Property	10,942,860	0.91%
Ellensburg Telephone Company Inc.	Telephone Company	10,383,590	0.87%
Twin City Foods Inc	Food Processing	9,990,930	0.84%
Pautzke Bait Co Inc	Fish Bait Processing	9,421,790	0.79%
Directv LLC	Satellite Television	7,985,985	0.67%
Sun Lakes Properties LLC	Commercial Properties	6,969,610	0.58%
Lakeside Town Center Assoc. LLC	Multi Residential Property	6,821,900	0.57%
University Park Apts LLC	Multi Residential Property	6,297,340	0.53%
		93,670,345	7.83%
2012 Assessment for 2013 Levy		1,196,222,885	

**CITY OF ELLENSBURG
Tax Revenues by Source
Governmental Funds
Last Ten Fiscal Years**

Fiscal Year	Property Tax	Sales/Use Tax	Utility Tax	Other Taxes	Total
2002	1,513,708	2,810,189	1,794,377	452,499	6,570,773
2003	1,603,218	3,061,574	1,789,657	459,296	6,913,745
2004	1,755,524	3,417,608	1,856,376	667,340	7,696,848
2005	1,840,604	3,802,092	1,949,929	643,726	8,236,351
2006	1,952,704	3,837,793	2,181,656	743,424	8,715,577
2007	2,169,530	3,721,657	2,458,623	435,037	8,784,847
2008	2,319,286	4,613,737	2,607,386	295,066	9,835,475
2009	2,524,180	4,565,107	2,713,196	302,300	10,104,783
2010	2,511,511	4,193,191	2,759,717	332,087	9,796,506
2011	2,660,939	4,723,417	2,756,828	102,942	10,244,126
2012*	2,691,520	4,272,824	2,791,358	198,100	9,953,802
2013*	2,723,744	4,462,434	2,876,018	133,100	10,195,296
2014*	2,755,979	4,166,140	2,872,821	133,100	9,928,040



*Budget figure

**CITY OF ELLENSBURG
Utility Tax Rate**

<u>Utility</u>	<u>Rate</u>	Maximum
Electric	6.0%	6.0%
Gas	6.0%	6.0%
Garbage	7.6%	
Water	10.0%	
Sewer	10.0%	
Telephone	6.0%	

City Code 6.52.160, and 6.52.480

Budget Glossary

Adopted Budget – Budget adopted by the Ellensburg’s City Council that goes into effect on January 1st, including amendments through December 31st, of the current year.

Accrual Basis - A basis of accounting in which transactions are recognized at the time they are incurred, as opposed to when cash is received or spent. Used in proprietary and non-expendable types of funds.

Agency Fund - A governmental accounting classification used to describe those situations where one jurisdiction is acting on behalf of another.

Appropriation - The legal spending level authorized by an ordinance of the City Council. Spending should not exceed this level without approval by the Council.

Assessed Valuation - The value assigned to properties within the City, which is used in computing the property taxes to be paid by property owners.

Asset - Resources owned or held by a government, which have monetary value.

Available (Undesignated Fund Balance) - Refers to the funds remaining from the prior year which are available for appropriation and expenditure in the current year.

Balanced Budget - A budget wherein revenues equal expenditures.

BARS - The State of Washington Budgeting, Accounting and Reporting System required for all governmental entities in the State.

Benefits - Benefits provided for employees, such as Social Security, retirement, worker’s compensation, life insurance, and medical insurance.

Bond - A written promise to pay a sum of money at a specified interest rate. The interest payments and the repayment of the principal are detailed in a bond ordinance. The most common types of bonds are general obligation, revenue bonds, and special improvement district bonds. These are most frequently used to finance capital projects.

Bond Refinancing - The payoff and re-issuance of bonds to obtain better interest rates and/or bond conditions.

Budget - The financial plan for the operation of a program or organization for the year (or other fiscal period).

Budgetary Basis - This refers to the basis of accounting used to estimate financing sources and uses in the budget. This generally takes one of three forms: GAAP, cash, or modified accrual.

Budget Calendar - The schedule of key dates, which a government follows in the preparation, and adoption of the budget.

Budgetary Control - The control or management of a government in accordance with the approved budget for the purpose of keeping expenditures within the limitations of available appropriations and resources.

Capital Facilities Plan (CFP) - The six-year plan or schedule of project expenditures for public facilities, equipment, and infrastructure.

Capital Improvement Program (CIP) - The one-year plan or schedule of project expenditures for public facilities, equipment, and infrastructure, which is incorporated into the Budget.

Capital Outlay/Expenditure - Expenditures for furnishings, equipment, vehicles, or machinery that result in the acquisition of assets with a useful life of more than one year.

Capital Project - The one-time cost for acquisition, construction, improvement, replacement, or renovation of land, structures, and improvements thereon. Capital project budgets are adopted at the time the project is authorized and continue until completion.

Cash Basis - A basis of accounting in which transactions are recognized only when cash increased or decreased.

Contingency - The appropriation of reserve funds for future allocation in the event specific budget allotments have expired and additional funds are needed.

COSA - Cost of Service Analysis. An analysis of costs associated with providing services, in an effort to determine revenue requirements to recover those costs.

Cost Allocation - Assignment of applicable costs and charges from one fund to another required by treating each fund as an independent entity.

Cost-of-Living Adjustment (COLA) - An increase in salaries to offset the adverse effect of inflation on compensation.

Coverage - Percent of revenues, which covers expenditures.

Debt Service - The annual payment of principal and interest on the City's bonded indebtedness. Bonds are issued to finance the construction of capital projects such as utility facilities and expansion.

Debt Service Funds - Debt Service Funds are used to account for the accumulation of resources for, and the payment of, general obligation bonds.

Department - The basic organizational unit of government, which is functionally unique in its delivery of services.

Division - A group of homogeneous cost centers within a department, i.e. Accounting Division within the Finance Department.

Employee Benefits - Contributions made by a government to meet commitments or obligations for employee fringe benefits. Included are the government's share of costs for Social Security and the various pension, medical, and life insurance plans.

Encumbrances - The amount of funds committed to vendors for goods or services received or to be received by the City as specified in a City purchase order.

Enterprise Fund - An accounting entity of the City used to record and report transactions for business-type activities of the City. Examples include the utility funds.

Estimated Revenue - The amount of projected revenue to be collected during the fiscal year.

Expenditure - Funds spent in accordance with budgeted appropriations on assets or goods and services obtained.

Expense - Charges incurred (whether paid immediately or unpaid) for operations, maintenance, interest or other charges.

Fees - A general term for any charge levied by the City associated with providing a service, permitting an activity, or imposing a fine or penalty. Major types of fees include business licenses, fines, and user charges.

Fiduciary Funds - Fiduciary Funds are used to account for assets held by the City as trustee or agent for individuals, private organizations, or other governmental units.

Fiscal Policy - A government's policies with respect to revenues, spending, and debt management as these relate to government services, programs and capital investment. Fiscal policy provides an agreed-upon set of principles for the planning and programming of government budgets and their funding.

Full Faith and Credit - A pledge of a government's taxing power to repay debt obligations.

Full-time Equivalent Position (FTE) - A part-time position converted to the decimal equivalent of a fulltime position based on 2,080 hours per year. For example, a part-time typist working 20 hours per week would be the equivalent to .5 of a full-time position.

Fund - A fiscal entity with revenues and expenses, which are segregated for carrying out a specific purpose or activity.

Fund Balance - The excess of the assets of a fund over its liabilities, reserves, and carry-over.

GAAP - Generally Accepted Accounting Principles are standards used for accounting and reporting for both private industry and governments. Government GAAP is currently set by the Governmental Accounting Standards Board.

GASB - Governmental Accountant Standards Board established in 1985 is the current standards-setting board for governmental GAAP.

General Fund - The General Fund is the general operating fund of the City used to account for all financial resources and expenditures of the City that are not accounted for in other funds.

General Obligation (G. O.) Bond - This type of bond is backed by the full faith, credit and taxing power of the City of Ellensburg government.

GFOA - Government Finance Officers Association of the United States and Canada. A professional association of state/provincial and local finance officers in the United States and Canada founded 1906. This association plays a major role in the development and promotion of GAAP for state and local governments.

Goal - A statement of broad direction, purpose, or intent based on the needs of the community. A goal is general and timeless.

Grants - A contribution by a government or other organization to support a particular function. Grants may be classified as either operational or capital, depending upon the grantee.

Growth Management Act (GMA) Passed in 1990 by the Washington State Legislature and later amended in 1991, 1993, and 1995. The Act provides a growth strategy that protects property rights and the environment, encourages economic development, and gives local cities and counties experiencing rapid population growth, the tools to better manage the development that accompanies it.

Implicit Price Deflector (IPD) - An index of inflation for personal consumption expenditures for the previous 12 months, as published in September of each year by the Bureau of Economic Analysis.

Interfund Transfers - The movement of monies between funds of the same governmental entity.

Intergovernmental Revenue - Revenue from other governments, primarily shared State revenue from auto excise tax, and liquor profits and tax.

Internal Control - The system of controls established by the City to protect the assets from misappropriation and ensure accurate reporting of financial transactions.

Internal Service Fund - Internal Service Funds are used to account for the financing of goods and services provided by one department or agency to other departments or agencies of the governmental unit, or to other governmental units, on a basis of cost-reimbursement.

LEOFF - Law Enforcement Officers and Firefighters Retirement System provided in the State of Washington.

Levy Rate - The rate of tax to be imposed on the assessed value of real property for the computation of property tax revenues.

Licenses and Permits - Revenue category that includes building permits, business licenses, and any other miscellaneous licenses.

LID - Local Improvement District or 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.

Long-term Debt - Debt with a maturity of more than one year after the date of issuance.

LTGO - Limited Tax General Obligation Bond. Non-voted debt payable from regular tax levies or general revenues.

Miscellaneous Revenue - The account, which provides for accumulation of revenues not specifically identified in other accounts. This includes interest, rents, and incidentals.

Modified Accrual - Basis of accounting according to which revenues are recognized when available and measurable and expenditures are recognized when the underlying liability is incurred.

Non-Operating Expense - Expenses of enterprise funds that are incidental to the main purpose of the fund.

Objective - A strategy that when carried out results in the accomplishment of a goal. An objective is specific, measurable, achievable, realistic, and time bound.

Operating Budget - An operation plan, expressed in financial terms, by which a program is funded. It should include: (1) the mission; (2) the services provided; (3) impact on future years; and (4) current year operations.

Operating Expense - Those costs including expenditures for salaries and wages, benefits, supplies, services, and charges, which are necessary to support the primary services of the organization.

Operating Revenue - Funds that the government receives as income to pay for ongoing operations. It includes such items as taxes, fees from specific services, interest earnings, and grant revenues. Operating revenues are used to pay for day-to-day services.

PERS - Public Employees Retirement System provided for employees other than police and fire personnel in the State of Washington.

Permanent Funds - Permanent Funds account for resources that are legally restricted to only earnings, not principal; may be used to support the reporting government's programs for the benefit of the government or its citizens.

Personal Services - Expenditures for salaries, wages, and fringe benefits of a government's employees.

Preliminary Budget - The recommended and unapproved City budget submitted to the City Council and the public.

PWTF - Public Works Trust Fund. Used in reference to low interest loans issued to the City by the Washington State Department of Community, Trade and Economic Development to finance public infrastructure improvements.

RCW - Revised Code of Washington. The compilation of all permanent laws now in force in the State of Washington.

Refunded Bonds - General obligation or revenue bonds where the outstanding balance was defeased by the issuance of new general obligation or revenue bonds.

Refunding Bonds - General obligation or revenue bonds issued to provide funds with which to defease outstanding debt.

Reserve - An account used either to set aside budgeted revenues that are not required for expenditure in the current budget year or to earmark revenues for a specific future purpose.

Resources - Total amounts available for appropriation including estimated revenues, fund transfers, and beginning balances.

Revenue - Sources of income financing the operations of government.

Revenue Bonds - A municipal bond issued to provide funding for utility or other projects that serve the public. Future revenues from the projects are pledged for payment of debt service on the bonds.

Service Level - Services or products that comprise actual or expected output of a given program. Focus is on results, not measures of work load.

Source of Revenue - Revenues are classified according to their source or point of origin.

Special Revenue Funds - Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than special assessments, expendable trusts, or for major capital projects) that are legally restricted to expenditures for specific purposes.

Standard Work Year - 2080 hours or 260 working days.

Tax Levy - The resultant product when the tax rate per one hundred dollars is multiplied by the tax base.

Taxes - Compulsory charges levied by a government for financing services performed for the common benefit of the people. This term does not include specific charges made against particular persons or property for current or permanent benefit, such as special assessments.

TIP - Transportation Improvement Program. A six-year specific program of transportation improvements for roadways, transit, and other transportation infrastructure, including non-motorized improvements.

Transfers In/Out - See Interfund Transfers.

Unreserved Fund Balance - The portion of a fund's balance that is not restricted for a specific purpose and is available for general appropriation.

UTGO - Unlimited Tax General Obligation Bond. Voter approved debt payable from a specific excess bond levy.

WFOA - Washington Finance Officers Association. A Washington State nonprofit association of public finance professionals and governmental officials founded in 1956, whose mission is "To promote excellence in governmental finance through leadership, education and communication for the public benefit."

Working Capital - The year-end balance of current assets less current liabilities in the Enterprise and Internal Service Funds. The unencumbered balance at year-end is available for appropriation in the next year's budget.

Working Cash - Excess of readily available assets over current liabilities. Alternatively, cash on hand equivalents, which may be used to satisfy cash flow needs.

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