2022 ANNUAL BUDGET

CITY OF CHENEY, WASHINGTON
MAYOR
Chris Grover, 2022 - 2025

CITY COUNCIL
Teresa Overhauser, Mayor Pro Tem, 2022 – 2025
Vincent Barthels, 2020 - 2023
Ryan Gaard, 2020 - 2023
Dan Hilton, 2020 – 2023
Mark Posthuma, 2022 - 2025
Paul Schmidt, 2022 - 2025
Jill Weiszmann, 2020 - 2023

CITY ADMINISTRATOR
Mark Schuller

STAFF
Finance Director / City Clerk....................Cindy Niemeier
Fire Chief .................................................. Tom Jenkins
Light Director......................................... Steve Marx
Municipal Court Administrator ..............Terri Cooper
Parks and Recreation ............................. Mark Schuller
Police Chief.........................................John Hensley
Public Works Director.........................Todd Ableman
City Attorney .......................................Stanley Schwartz
Judge.........................................................Honorable Richard Leland
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2022 Budget Message

The City of Cheney’s 2022 budget is adequate to continue providing the level of service citizens expect. The City Council approved a conservative 2022 budget, but addressed some City operations that have been underfunded in recent years, such as Parks and Streets. Private sector building of single- and multi-family housing continue to slow. Fortunately, sales tax revenues were higher than expected at year end.

We finished 2021 with a healthy general fund reserves with an aggressive goal to increase reserves to 25%. Healthy reserves are critical to maintaining levels of service during time of austerity.

The City continued to operate under strict safety guidelines due to the COVID-19 pandemic. Masks, physical distancing, working from home, and virtual meetings became the norm and led to some efficiencies in several processes. CARES and ARPA funds will assist citizens and small businesses affected by the pandemic, as well as allow for investment in City infrastructure and economic development.

During a challenging year, we continued to maintain service levels throughout the City. However, the City’s ability to adequately fund personnel and equipment in the Police and Fire Departments continues to be challenging. Voter passage to continue the levy lift was much appreciated and helps the City maintain current levels of service.

Some projects budgeted for 2022 include:

- Continue work on the Water Reuse (Purple Pipe) Project design and Waste Water Treatment Plant upgrade to a Class “A” Facility. Funds provided by the Department of Commerce and Department of Ecology, with capital assistance via our local legislators
- Contract with a consultant firm to lead the City’s aquatic facility plan.
- Hire a Project Manager for the Parks Department to manage future aquatic facility design, funding and implementation
- Contract with a consultant firm to conduct an assessment of public safety operations.
- Continue well rehabilitation and ongoing enhancements to the overall water system
- Purchase new street sweeper and garbage truck
- Upgrade park equipment and amenities
- Continue funding a reserve fund for future fire truck replacement
- Continue partnership with Avista Edge to provide reliable, high-speed broadband services

The City’s enterprise funds (water, sewer, electricity, and solid waste) are financially sound. These utilities provide services at cost to our citizens and rates are consistently below those of
surrounding communities, and in some cases among the lowest in Washington. The 2022 budget reflects commitment to continued careful management.

Cheney’s 2022 budget continues to provide all the basic services of a full-service city while allowing for some enhancements in areas such as technology, water, solid waste, public safety, and parks. The Cheney City Council deserves thanks for carefully analyzing budget choices and setting priorities through thoughtful deliberation.

Chris Grover
Mayor
CIVIL SERVICE COMMISSION

The commission is composed of three members, each serving a three-year term, who are appointed by the Mayor. The commissioners’ duties are in connection with the selection, appointment, and employment of firefighters and police officers, clerical support of each respective department, and the chiefs of such departments. The commission meets the third Tuesday at 5:00 p.m. at the Mayor’s Office as needed.

Commissioners: Bob Lincoln, Gary Geschke, Don Nichols
Staff Liaison: Mark Schuller, Chief Examiner/Secretary

HISTORIC PRESERVATION COMMISSION

This commission consists of seven members who are appointed by the Mayor and confirmed by the City Council. Each member is appointed for a three-year term. The board meets the first Thursday of even-numbered months at 5:15 p.m. in the City Council Chambers and makes recommendations to the Mayor and City Council on policy issues regarding historic buildings.

Board Members: Richard Donley, Bettye Hull, Lee Pierce, and Scott Wilbanks. There are currently three vacancies
Staff Liaison: Todd Ableman, Public Works Director

BOARD OF PARK COMMISSIONERS

This board consists of seven board members serving three-year terms, who are appointed by the Mayor with confirmation by the City Council. This board meets regularly on the second Wednesday of even-numbered months at 6:00 p.m. at the Wren Pierson Community Center, 615 4th Street. It is a quasi policy-making board, whose duty is to provide planning direction for park programs.

Commissioners: Christine Babcock, Kelley Cullen, Ryan Delaney, Chris Hoppe, Tricia Hughes, Savannah Youmans, and Jackie Randall
Staff Liaison: Mark Schuller, City Administrator
**PLANNING COMMISSION**

This seven-member commission is appointed for four-year terms. Members are appointed by the Mayor with confirmation by the City Council. This commission meets the second Monday at 6:00 p.m. in the City Council Chambers. The Commission makes recommendations to the City Council involving city planning and oversees the development of the Comprehensive Plan.

Commissioners: Vara Lyn Conrath, David Early, Daniel Hillman, Richard Mount, Dan Turbeville, and Jake Vibbert

Staff Liaisons: Todd Ableman, Public Works Director
               City Planner

**YOUTH COMMISSION**

The Youth Commission consists of thirteen members and four alternates that are currently enrolled in grades eight through twelve and reside in the boundaries of the Cheney School District. Each member shall serve a two-year term, except for persons appointed during their senior year at Cheney School District, who will serve a one-year term. The principle functions of the Youth Commission shall be to prepare a comprehensive plan for anticipating and influencing the desires of the youth of the community, and to make its recommendation to City Council.

Members:
Staff Liaison: Mark Schuller, City Administrator
CITY COUNCIL COMMITTEES

The Council Committee structure is established by the Mayor. Currently, in addition to serving on the City Council, Council Members also chair and/or represent the citizens of Cheney on at least one Council Committee. The Mayor polls the Council Members for their interest in participating on both Council Committees and intergovernmental committees prior to making assignments. The committees discuss numerous issues throughout the year, some of which will go on to the Council for consideration. Other issues might not proceed to the Council level. As the committees discuss issues and receive input, they generally will make a recommendation to the Council for action. This recommendation is only a suggestion to Council. The full Council will vote on issues brought before them and may or may not vote according to the Committee’s recommendation. The City Administrator attends all Committee meetings as a facilitator and acts as a liaison to and from all other Committees. The following Committee information will be in effect from January 1 through December 31, 2020.

Finance Committee

The Finance Committee handles fiscal issues of the City. Budget appropriations, expenditures, and adjustments are the most common issues to come before this committee.

Meetings: Second and fourth Tuesdays, 5:15 p.m., Mayor’s Conference Room
Members: Teresa Overhauser (Chair), Paul Schmidt, and Dan Hilton
Staff: Finance Director Cindy Niemeier, City Administrator Mark Schuller, and department heads as required

Public Works & Utilities Committee

The Public Works & Utilities Committee discusses topics related to the utilities and public works operations of the City.

Meetings: First Thursday after first Council meeting, 10:00 a.m., Mayor’s Conference Room
Members: Paul Schmidt (Chair), Vincent Barthels, and Dan Hilton
Staff: Public Works Director Todd Ableman, Light Director Steve Marx, and City Administrator Mark Schuller

General Government Committee

The General Government Committee discusses environmental concerns, planning and zoning regulations, annexations, and quality of life issues.

Meetings: Third Tuesday, 2:00 p.m., Mayor’s Conference Room
Members: Teresa Overhauser (Chair), Ryan Gaard, and Mark Posthuma
Staff: Public Works Director Todd Ableman, City Planner, and City Administrator Mark Schuller
Public Safety Committee

The Public Safety Committee deals with law enforcement issues, fire services, emergency management, and police and fire staffing concerns.

Meetings: Third Wednesday, 1:00 p.m., Mayor’s Conference Room

Members: Vincent Barthels (Chair), Jill Weiszmann, and Mark Posthuma

Staff: Court Administrator Terri Cooper, Police Chief John Hensley, Fire Chief Tom Jenkins, and City Administrator Mark Schuller
Budgeting is an essential element of the financial planning, control, and evaluation processes of government. The planning process involves determining the types and levels of services to be provided and allocating available resources among various departments, programs, or functions.

Financial control and evaluation procedures typically focus upon assuring that fixed expenditure limitations (appropriations) are not exceeded and on comparing estimated and actual revenues and expenditures.

The budget authorizes and provides control of financial operations during the fiscal year. Upon adoption, the expenditure estimates, as modified by the Council, are enacted into law through the passage of an appropriations ordinance. The appropriations constitute maximum expenditure authorizations during the fiscal year, and cannot legally be exceeded until subsequently amended by the Council. Expenditures are monitored through the accounting system to assure budgetary compliance.

The City of Cheney’s accounting and budgeting systems are organized and operated on a fund basis. A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities. The funds are segregated for the purpose of carrying on specific activities or attaining certain objectives. Funds are budgeted on a cash basis in accordance with the Revised Code of Washington 36.33.

The budget has been divided into eight departments with those departments being presented as complete unit. The revenues and expenditures in various funds are being presented under the individual departmental “umbrella.” The intent of this document is to allow the reader to more easily study the total budgetary impact of each department.

The City of Cheney is pleased to present a 2022 balanced budget totaling $35,620,900. As in previous years, all departments continue to find efficiencies and savings within their current budget allocations while continuing to provide to our citizens excellent governmental services. Departments submit discretionary requests for personnel, operational and capital needs for review and discussion.

The citizens of Cheney once again approved a permanent levy lift beginning in 2022. The City of Cheney will continue to use the levy to fulfill personnel and equipment needs in both the police and fire departments. The use of the funds will be reported to the City Council annually during the budget process.

Budget Ordinance Y-19, Salary Ordinance Y-18, and the 2021 Schedule of Liabilities including outstanding debt, pension liabilities, compensated absences payable, and post employment liability are included in this document beginning on page 39. The budget ordinance and salary ordinance are both amended periodically throughout the year. Copies are available by request.

For comments, questions, or more detailed information, please contact Cindy Niemeier, Finance Director, at cniemeier@cityofcheney.org or 509-498-9215.
### Summary of Revenues - Governmental Activities - By Activity
**City of Cheney, Washington**
For the Calendar Year 2022

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<td>2,362,359</td>
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<td>Fines and Forfeits</td>
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<td>138,819</td>
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<td>384,161</td>
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<td>7,953,199</td>
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<td>482,084</td>
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<td>23,178</td>
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<td>(outside of General Fund)</td>
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<td><strong>Total</strong></td>
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<td>914,798</td>
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<td><strong>Hotel/Motel - Lodging</strong></td>
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<td>400</td>
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<td><strong>Total</strong></td>
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<td><strong>Information Technology</strong></td>
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<td><strong>City Beautification</strong></td>
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<td><strong>Capital Facilities</strong></td>
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<td><strong>Unemployment Comp</strong></td>
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<td>105,600</td>
<td>94,400</td>
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<td><strong>Equipment Rental</strong></td>
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<tr>
<td><strong>Mechanical Shop</strong></td>
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<td><strong>Total Governmental Activity Revenues</strong></td>
<td>$ 11,782,848</td>
<td>$ 11,698,052</td>
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<td>$ 16,747,400</td>
<td>$ 18,581,900</td>
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### City of Cheney, Washington

#### Summary of Revenues - Business-Type Activities

For the Calendar Year 2022

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<th>Budget 2018</th>
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<th>Budget 2020</th>
<th>Budget 2021</th>
<th>Budget 2022</th>
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<td><strong>Light</strong></td>
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**Total Business-Type Revenue**: $15,338,728 $15,637,879 $17,239,149 $17,887,651 $16,873,933 $18,530,600 $17,039,000
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# City of Cheney, Washington
## Summary of Expenses - Business-Type Activities
### For the Calendar Year 2022

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<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
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<td>$1,057,037</td>
<td>$1,308,033</td>
<td>$1,401,754</td>
<td>$1,773,378</td>
<td>$1,125,577</td>
<td>$1,468,200</td>
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<tr>
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<td>288,830</td>
<td>275,497</td>
<td>383,963</td>
<td>373,537</td>
<td>430,242</td>
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<td>3,962</td>
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<td>2,318</td>
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<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>86,100</td>
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<td></td>
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<tr>
<td>Total Operating</td>
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<tr>
<td><strong>Reduction of Cash/No Expense</strong></td>
<td><strong>Capital and Debt</strong></td>
<td>383,777</td>
<td>431,885</td>
<td>1,301,064</td>
<td>$1,299,847</td>
<td>$348,653</td>
<td></td>
<td></td>
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<tr>
<td><strong>Total Capital/Debt Principal</strong></td>
<td><strong>$383,777</strong></td>
<td><strong>$431,885</strong></td>
<td><strong>$1,301,064</strong></td>
<td><strong>$1,299,847</strong></td>
<td><strong>$348,653</strong></td>
<td><strong>$383,777</strong></td>
<td><strong>$431,885</strong></td>
<td><strong>$1,301,064</strong></td>
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<tr>
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<td>152,950</td>
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<td>148,910</td>
<td>53,000</td>
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<tr>
<td>Total Operating</td>
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<td><strong>$1,407,992</strong></td>
<td><strong>$1,460,753</strong></td>
<td><strong>$1,498,041</strong></td>
<td><strong>$1,612,300$</strong></td>
<td><strong>$1,766,000$</strong></td>
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<tr>
<td><strong>Reduction of Cash/No Expense</strong></td>
<td><strong>Capital</strong></td>
<td>-</td>
<td>266,100</td>
<td>277,737</td>
<td>230,648</td>
<td>35,582</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Capital/Debt Principal</strong></td>
<td><strong>$-</strong></td>
<td><strong>$266,100</strong></td>
<td><strong>$277,737</strong></td>
<td><strong>$230,648</strong></td>
<td><strong>$35,582</strong></td>
<td><strong>$-</strong></td>
<td><strong>-</strong></td>
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<tr>
<td><strong>Sewer</strong></td>
<td></td>
<td></td>
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<td></td>
<td></td>
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<td>Operating</td>
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<td>$1,926,921</td>
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<td>813,256</td>
<td>821,653</td>
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<td>911,116</td>
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<td>9,231</td>
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<td>5,172</td>
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<td>3,600</td>
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<td>-</td>
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<tr>
<td>Capital</td>
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<tr>
<td>Total Operating</td>
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<td><strong>$2,757,805$</strong></td>
<td><strong>$2,931,706$</strong></td>
<td><strong>$2,796,145$</strong></td>
<td><strong>$2,999,418$</strong></td>
<td><strong>$5,024,600$</strong></td>
<td><strong>$3,221,100$</strong></td>
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<tr>
<td><strong>Reduction of Cash/No Expense</strong></td>
<td><strong>Debt</strong></td>
<td>694,627</td>
<td>696,600</td>
<td>703,496</td>
<td>710,841</td>
<td>713,069</td>
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<tr>
<td><strong>Capital</strong></td>
<td>72,014</td>
<td>157,734</td>
<td>652,927</td>
<td>853,033</td>
<td>928,896</td>
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<tr>
<td><strong>Total Capital/Debt Principal</strong></td>
<td><strong>$766,641</strong></td>
<td><strong>$854,334$</strong></td>
<td><strong>$1,356,423$</strong></td>
<td><strong>$1,563,874$</strong></td>
<td><strong>$1,641,965$</strong></td>
<td><strong>-</strong></td>
<td><strong>-</strong></td>
<td></td>
</tr>
</tbody>
</table>
**Total Governmental and Business-Type Revenues**

- 59% Beginning Fund Balance
- 21% Taxes
- 3% Licenses and Permits
- 2% Intergovernmental
- 2% Charges for Services
- 1% Fines & Forfeits
- 1% Miscellaneous
- 0% Non-Revenues

**Total Governmental and Business-Type Expenditures**

- 34% Debt (Prin & Interest)
- 16% Salaries/Benefits
- 16% Intergovernmental
- 15% Office and Operating Supplies
- 1% Levy Reserve/Mayor Reserve
- 6% Capital/Depreciation
- 5% Other Charges for Service
- 3% Purchased Power
- 3% Intergovernmental
- 1% Non-Revenues
The Administration provides leadership, direction, and management for all City functions and departments. Administration is responsible for ensuring all municipal operations are consistent with local ordinances and laws of the State of Washington, presenting an annual balanced budget to the City Council, hiring City employees, developing and implementing personnel policy, and managing contracts and agreements, as well as numerous other responsibilities.

This is carried out by the Mayor, who is the Chief Executive Officer of the city under the strong mayor-council form of government. He delegates much of the responsibility for day-to-day operations to the City Administrator, who serves as the City’s Chief Operating Officer. Together the Mayor and City Administrator are responsible for officially representing the City at public events and before various local, state, and federal bodies.

The Executive Division includes the Mayor, City Administrator, Deputy Clerk/Human Resource & Benefits Specialist, Senior Administrative Assistant.

The City Council budget is also included under Administration. The City Council is the legislative body responsible for establishing local laws and policies as well as oversight and control over the City’s finances, primarily through the budget process.

Divisions and budgets directly supervised by the Office of the Mayor include:
- Administration
- Legislative
- Legal – City Attorney, Prosecutor, and Public Defender
- Wellness
- Library
- LEOFF 1
- City Beautification
- Code Enforcement
- Records Management

**2021 Accomplishments**
- Continued to face challenges with the COVID-19 pandemic
- Maintained AWC Well City status
- Continued to operate with minimal staffing
- Continued to work with Debora Mungia for lobbying and legislative representation
- City Administrator served on the WCIA Loss Control Committee and GSI’s Public Policy Committee, GSI’s ADO Group, AWC’s Broadband Committee, AWC Police Reform sub-committee,
- Worked with GSI and other entities to improve the Advantage Spokane Website
- Mayor continued to serve on the Spokane Transit Board.
- Ptera continued to expand its internet service in Cheney
- Avista Edge Pilot Program marching toward implementation
• Secured $11 million in funding for the “purple pipe” project
• Significant records management clean up and organization
• Continued addressing code enforcement issues in the city focusing on problem properties

2022 Goals
• Continue to work on water conservation and water re-use program
• Install a “fuel farm” for city vehicles.
• Continue to work on economic development for the Cheney Industrial and Commerce Park and retail business development
• Continue to provide quality legal services to city departments and officials
• Maintain “Well City” status by increasing participation in the city wellness program
• Work with the Cheney Merchants’ Association to support and grow retail business within Cheney & Focus on downtown area
• Continue to nurture the close working relationship we have with the Cheney School District and EWU
• Continue to serve on various boards and commissions, and participate in events to ensure that Cheney has a voice.
• Continue the proactive approach to code enforcement in Cheney
• Present the City’s legislative agenda to local, state, and federal legislators and entities.
  o Specifically advocate for changes to the police reform legislation from the 2021 session and address potential legislation taking away local control over zoning
• Work with our IT Contractor (Intrinium) on additional ways to protect city data from threats.
• Continue to work on growth management issues.
• Implement the Avista Edge Cheney FAST internet Pilot program with a target date for January.
# Administration
## Financial and Position Summaries

### Revenue Summary

<table>
<thead>
<tr>
<th></th>
<th>2019 Actual</th>
<th>2020 Actual</th>
<th>2021 Budget</th>
<th>2022 Budget</th>
<th>$ Change</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Grant – Public Defender</td>
<td>$16,225</td>
<td>$17,241</td>
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<td>$0</td>
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<td>Personnel Services</td>
<td>4,315</td>
<td>2,165</td>
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<td>500</td>
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<tr>
<td>Public Defender Fees</td>
<td>18,478</td>
<td>13,062</td>
<td>15,000</td>
<td>8,000</td>
<td>-7,000</td>
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<tr>
<td>Billboard/Land Leases</td>
<td>15,240</td>
<td>15,303</td>
<td>41,500</td>
<td>41,500</td>
<td>0</td>
<td>0.00%</td>
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<tr>
<td>Executive Charges</td>
<td>229,972</td>
<td>240,416</td>
<td>234,700</td>
<td>254,000</td>
<td>19,300</td>
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<tr>
<td>Records</td>
<td>0</td>
<td>0</td>
<td>151,900</td>
<td>149,700</td>
<td>-2,200</td>
<td>-1.45%</td>
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<tr>
<td>City Beautification</td>
<td>28,431</td>
<td>20,454</td>
<td>118,500</td>
<td>133,600</td>
<td>15,100</td>
<td>12.74%</td>
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<tr>
<td><strong>Total Revenue</strong></td>
<td><strong>$312,661</strong></td>
<td><strong>$308,641</strong></td>
<td><strong>$576,600</strong></td>
<td><strong>$602,300</strong></td>
<td><strong>$25,700</strong></td>
<td><strong>4.46%</strong></td>
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### Expenditure Summary

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<tr>
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<th>2019 Actual</th>
<th>2020 Actual</th>
<th>2021 Budget</th>
<th>2022 Budget</th>
<th>$ Change</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Admin Salaries/Benefits</td>
<td>$352,339</td>
<td>$333,316</td>
<td>$353,900</td>
<td>$378,000</td>
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<td>Admin Maintenance/Operations</td>
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<td>91,228</td>
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<tr>
<td>Contingency Acct/Levy Lift</td>
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<td>0</td>
<td>69,900</td>
<td>69,900</td>
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<td>0.00%</td>
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<tr>
<td>Contingency Acct</td>
<td>0</td>
<td>0</td>
<td>351,800</td>
<td>69,900</td>
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<td>Legislative</td>
<td>77,155</td>
<td>72,874</td>
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<tr>
<td>Legal/Prosecutor/Public Defender</td>
<td>188,107</td>
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<td>Wellness</td>
<td>367</td>
<td>980</td>
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<tr>
<td>Code Enforcement</td>
<td>2,091</td>
<td>1,159</td>
<td>3,200</td>
<td>3,300</td>
<td>100</td>
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<tr>
<td>LEOFF 1 Expenses</td>
<td>99,012</td>
<td>79,975</td>
<td>128,000</td>
<td>123,000</td>
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<td>-3.91%</td>
</tr>
<tr>
<td>Public Records/Records Mgmt</td>
<td>0</td>
<td>0</td>
<td>151,900</td>
<td>149,700</td>
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<td>City Beautification</td>
<td>6,418</td>
<td>5,380</td>
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<td>133,600</td>
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<td><strong>Total Expenditure</strong></td>
<td>$836,674</td>
<td>$763,886</td>
<td>$1,650,700</td>
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</table>

### Ending Fund Balance (not to be spent in 2021 but carried into 2022)

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<th>2019 Actual</th>
<th>2020 Actual</th>
<th>2021 Budget</th>
<th>2022 Budget</th>
<th>$ Change</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>City Beautification</td>
<td>$-</td>
<td>$-</td>
<td>$97,500</td>
<td>$114,100</td>
<td>$16,600</td>
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### Position Summary

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<th>2021</th>
<th>2022</th>
<th>Change</th>
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<tr>
<td><strong>Full Time</strong></td>
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<tr>
<td>City Administrator</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>0</td>
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<tr>
<td>Deputy Clerk/Human Resource &amp; Benefit Specialist</td>
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<td>.5</td>
<td>.5</td>
<td>.5</td>
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<td>Senior Administrative Assistant</td>
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<td>Public Records Officer</td>
<td>0</td>
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<td>1</td>
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<td>.25</td>
<td>.25</td>
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<td><strong>Total FTE Positions</strong></td>
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<table>
<thead>
<tr>
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<th>2020</th>
<th>2021</th>
<th>2022</th>
<th>Change</th>
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<tbody>
<tr>
<td><strong>Part-Time Elected Officials</strong></td>
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<tr>
<td>Mayor</td>
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<td>1</td>
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<td>1</td>
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<tr>
<td>Councilmembers</td>
<td>7</td>
<td>7</td>
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</table>
Mission Statement
The mission of the Finance Department is to provide responsible fiscal management and reporting of public funds for citizens within our service area through recognized accounting principles.

Department Overview
The Finance Department is responsible for all fiscal and records management operations of the City, including but not limited to: utility billing and collections, accounting, purchasing, reporting, payroll, records management, debt administration, budget management, and internal control, and information technology management.

To facilitate the aforementioned responsibilities, the Finance Department has been divided into four sub-units: Treasury Division, Accounting Division, Administrative/Support Services Division, and Budget Control & Management Division. The City Clerk function and Information Technology Management are included under the Finance umbrella of management and oversight.

The divisions and budgets supervised by the Finance Department include:
- General Fund
  - Finance
  - Intergovernmental
  - Transfers/Capital/Debt
- Criminal Justice Jail Expenses
- Outside Jobs Fund
- Hotel/Motel Fund
- Information Technology Fund
- Capital Facilities Fund
- State Unemployment Compensation Fund
- Equipment Rental Fund

The Finance Director is also the appointed City Clerk. The Office of the City Clerk is responsible for City Council Agenda Management, Contract Maintenance, Ordinance Control and Management, Resolution Control and Management, Claims Management. The Deputy City Clerk also functions as the Human Resource Specialist. Her Deputy City Clerk duties include managing the City Council Agenda and open public meetings.

Finance 2021 Accomplishments and Projects
- The City of Cheney financial records and 2020 Annual Financial Report were successfully audited by the Washington State Auditor’s Office.
- Continued with internal auditing activities including regular petty cash/change funds audits, and revenue stream auditing.
- Continued to audit sales tax reports to identify, correct, and collect miscoded sales tax.
- Updated cross training program within department to provide all functions of department with reduced staff if needed.
- Successfully navigated the COVID-19 pandemic through a hybrid of in office and at home work for staff.
- Initiated a new timekeeping software system that integrates with the payroll software.
• Completed the funding application process with FEMA for reimbursement of costs associated with a major windstorm in January 2021.
• Received first ½ of the American Recovery Plan Act.
• Established a Post-Covid utility assistance plan for assist utility customer bringing utility bills current.
• Continued digitizing all resolutions and ordinances with Real Vision
• Started using Real Vision to digitize project and contract files.

**Finance 2022 Goals**
• Completion of the 2021 Annual Financial Report in an accurate and timely schedule while implementing all new GASB (Government Accounting Standards Board) requirements including GASB 84 - Lease Reporting
• Continue to establish and enforce GFOA and GASB best practice policies.
• Continue to promote CTR to all departments.
• Continue to use digitize contract and project files.
• Study the addition and implementation of Fleet Management to our current software package.
• Implement Mobile Work Orders to our current software package.
• Implement Click to Gov to our current software package.
• Study the addition and implementation of a small asset tagging and inventory system for small and attractive assets in all departments.

**Information Technology 2021 Accomplishments and Projects**
• Continued social engineering employee education.
• Worked with Central Square and TCP to implement new timekeeping system.

**Information Technology 2022 Goals**
• Continue to strengthen the partnership with Intrinium for IT support.
• Continue to provide education programs for city employees on network and security awareness.
• Provide for a network security audit to ensure all City property is being used for authorized proposes.
• Penetration testing project.
## Revenue Summary

<table>
<thead>
<tr>
<th>Service</th>
<th>2019 Actual</th>
<th>2020 Actual</th>
<th>2021 Budget</th>
<th>2022 Budget</th>
<th>$ Change</th>
<th>% Change</th>
</tr>
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<tbody>
<tr>
<td>Returned Check Fees</td>
<td>$2,800</td>
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<tr>
<td>Parking Meter Fees</td>
<td>$56,992</td>
<td>$18,597</td>
<td>10,000</td>
<td>20,000</td>
<td>10,000</td>
<td>-50.00%</td>
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<tr>
<td>Finance and Customer Service Fees</td>
<td>813,672</td>
<td>646,022</td>
<td>831,800</td>
<td>632,700</td>
<td>-199,100</td>
<td>-23.94%</td>
</tr>
<tr>
<td>Criminal Justice/Jail</td>
<td>81,703</td>
<td>59,836</td>
<td>145,000</td>
<td>145,000</td>
<td>0</td>
<td>0.00%</td>
</tr>
<tr>
<td>Hotel/Motel</td>
<td>65,737</td>
<td>35,548</td>
<td>217,000</td>
<td>265,000</td>
<td>48,000</td>
<td>22.12%</td>
</tr>
<tr>
<td>Outside Jobs</td>
<td>7,962</td>
<td>17,335</td>
<td>70,800</td>
<td>58,200</td>
<td>-12,600</td>
<td>-17.80%</td>
</tr>
<tr>
<td>Information Technology</td>
<td>335,804</td>
<td>402,541</td>
<td>359,200</td>
<td>357,400</td>
<td>-1,800</td>
<td>-0.50%</td>
</tr>
<tr>
<td>Capital Facilities</td>
<td>265,576</td>
<td>289,866</td>
<td>1,369,000</td>
<td>1,802,000</td>
<td>433,000</td>
<td>31.63%</td>
</tr>
<tr>
<td>Unemployment</td>
<td>8,992</td>
<td>403</td>
<td>106,000</td>
<td>94,500</td>
<td>-11,500</td>
<td>-10.85%</td>
</tr>
<tr>
<td>Equipment Rental</td>
<td>45,043</td>
<td>44,823</td>
<td>42,900</td>
<td>41,100</td>
<td>-1,800</td>
<td>-4.20%</td>
</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td><strong>$1,684,281</strong></td>
<td><strong>$1,515,731</strong></td>
<td><strong>$3,153,700</strong></td>
<td><strong>$3,417,900</strong></td>
<td><strong>$264,200</strong></td>
<td><strong>8.38%</strong></td>
</tr>
</tbody>
</table>

## Expenditure Summary

<table>
<thead>
<tr>
<th>Service</th>
<th>2019 Actual</th>
<th>2020 Actual</th>
<th>2021 Budget</th>
<th>2022 Budget</th>
<th>$ Change</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries/Benefits</td>
<td>$909,975</td>
<td>$911,742</td>
<td>$973,700</td>
<td>$1,003,100</td>
<td>$29,400</td>
<td>3.02%</td>
</tr>
<tr>
<td>Overtime</td>
<td>1,819</td>
<td>518</td>
<td>2,200</td>
<td>2,200</td>
<td>0</td>
<td>0.00%</td>
</tr>
<tr>
<td>Maintenance &amp; Operations</td>
<td>200,838</td>
<td>161,076</td>
<td>233,300</td>
<td>217,400</td>
<td>-15,900</td>
<td>-6.82%</td>
</tr>
<tr>
<td>Intergovernmental</td>
<td>44,134</td>
<td>45,582</td>
<td>54,900</td>
<td>56,100</td>
<td>1,200</td>
<td>2.19%</td>
</tr>
<tr>
<td>Transfers/General to Other Funds</td>
<td>125,000</td>
<td>125,000</td>
<td>125,000</td>
<td>275,000</td>
<td>150,000</td>
<td>120.00%</td>
</tr>
<tr>
<td>Fire Truck Reserve</td>
<td>0</td>
<td>100,000</td>
<td>100,000</td>
<td>100,000</td>
<td>0</td>
<td>0.00%</td>
</tr>
<tr>
<td>Criminal Justice/Jail Costs</td>
<td>81,703</td>
<td>59,836</td>
<td>145,000</td>
<td>145,000</td>
<td>0</td>
<td>0.00%</td>
</tr>
<tr>
<td>Outside Jobs</td>
<td>7,733</td>
<td>13,048</td>
<td>70,800</td>
<td>70,800</td>
<td>0</td>
<td>0.00%</td>
</tr>
<tr>
<td>Hotel/Motel</td>
<td>44,050</td>
<td>6,475</td>
<td>217,000</td>
<td>265,000</td>
<td>48,000</td>
<td>22.12%</td>
</tr>
<tr>
<td>Information Technology</td>
<td>335,804</td>
<td>402,541</td>
<td>359,200</td>
<td>484,400</td>
<td>125,200</td>
<td>34.86%</td>
</tr>
<tr>
<td>Capital Facilities</td>
<td>0</td>
<td>0</td>
<td>1,369,000</td>
<td>1,802,000</td>
<td>433,000</td>
<td>31.63%</td>
</tr>
<tr>
<td>Unemployment</td>
<td>24</td>
<td>3,198</td>
<td>106,000</td>
<td>94,500</td>
<td>-11,500</td>
<td>-10.85%</td>
</tr>
<tr>
<td>Equipment Rental</td>
<td>30,781</td>
<td>32,879</td>
<td>42,900</td>
<td>41,100</td>
<td>-1,800</td>
<td>-4.43%</td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td><strong>$1,781,861</strong></td>
<td><strong>$1,861,895</strong></td>
<td><strong>$3,799,000</strong></td>
<td><strong>$4,556,500</strong></td>
<td><strong>$757,500</strong></td>
<td><strong>19.94%</strong></td>
</tr>
</tbody>
</table>
### Ending Fund Balance (not to be spent in 2021 but carried into 2022)

<table>
<thead>
<tr>
<th>Information Technology</th>
<th>2021 Budget</th>
<th>2022 Budget</th>
<th>$ Change</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>$0</td>
<td>$127,000</td>
<td>$127,000</td>
<td>0.00%</td>
<td></td>
</tr>
</tbody>
</table>

### Position Summary

<table>
<thead>
<tr>
<th>Position Summary</th>
<th>2019</th>
<th>2020</th>
<th>2021</th>
<th>2022</th>
<th>Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Finance Director</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>Deputy City Clerk</td>
<td>1</td>
<td>.5</td>
<td>.5</td>
<td>.5</td>
<td>0</td>
</tr>
<tr>
<td>Treasury Manager</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>Accounting Manager</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>Senior Accountant</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>Accounts Payable &amp; Benefits Specialist</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>Payroll &amp; Project Accounting Specialist</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Finance Operations Specialist</td>
<td>0</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Finance Operations Supervisor</td>
<td>0</td>
<td>0</td>
<td>1</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>Customer Service Representative</td>
<td>4</td>
<td>2.8</td>
<td>2.8</td>
<td>2.8</td>
<td>0</td>
</tr>
</tbody>
</table>

| Total FTE Positions               | 10   | 9.3  | 9.3  | 9.3  | 0      |
Mission Statement
Make a Difference!
Community...Focused...Dedication

Department Overview
The Cheney Fire Department (CFD) provides vital services to Cheney, contracted fire service to EWU, and a reciprocal mutual aid agreement with our neighboring agencies. From the collective efforts of our firefighters and administrative staff working with city management, other City of Cheney departments, elected officials, EWU personnel, neighboring fire departments, and the citizens of our community, we will continue to ensure that CFD meets the inevitable challenges that are a part of sustaining a responsible municipal fire department.

2021 Accomplishments and Projects
• Finished Fire Department living area remodel
• Negotiated 3-year County Ambulance Service Contract
• Received $1,200 Providence grant for EMS initiatives
• Applied for a $200K federal fire grant for a new brush truck...waiting for announcement
• Assisted Yakima County with their COVID vaccination efforts
• On-boarded 6 volunteer firefighters/led Crew Leader portion of West Plains Joint Academy
• Graduated 1 FTE from Regional Fire Academy and 5 FTE’s from probation
• Taught CPR / First Aid classes to Citizens and Law Enforcement Officers
• Responded to several local, state, and regional large wildfires
• Penned new Annual Training Plan; ensured robust training proficiency was accomplished during pandemic
• Continued county-wide participation with our Rescue Task Forces (RTF) and West Plains Tech Rescue teams.

2022 Goals
• Explore creative ways to be able to adapt quickly while meeting the needs of our community
• Continue to build the Fire Marshall program through creative initiatives with limited staffing
• Assess increasing numbers and types of calls for service to meet limited fiscal contraints
  o Evaluate and prioritize departments responsibilities to right-size man-power contraints
• Develop a standards of response coverage plan to provide a pathway to improve community fire protection, firefighter safety.
  o Evaluate resource availability and reliability
  o Determine department capabilities
  o Evaluate operational effectiveness of current deployment methods to level of risks
• Advance citywide emergency management protocols for large threat emergencies
• Prepare for and navigate through the 5-yr WSRB inspection; maintain Class 5 rating
• Enhance comprehensive standard procedures and policies for daily and emergency fire department operations
• Right-size department tasks based on rank structure instead of by shift for continuity and equalization of workload
• Put into service new Air Pack Masks with Blue-Tooth capability; first in county!
• Establish organizational expectations for employee education, credentialing, and continued professional development.

• Proactively address the increased mental health challenges and impacts facing public safety responders while infusing fitness and wellness best practices for department personnel.

• Encourage regular communications between all stakeholders on strategic issues, while continuing to address operational issues through the established chain of command.
  o Continue strategic planning with the West Plains Fire Chiefs for a P4 (Public to Public; Public to Private) Congressionally approved Fire Training Center through Fairchild AFB that will be utilized and maintained through community partnership
  o Bolster Eastern partnership through strategic economic impact discussions for an enduring emergency response contract
  o Solidify a mutually beneficial 3-year contract agreement with Local 1919
## Revenue Summary

<table>
<thead>
<tr>
<th>Description</th>
<th>2019 Actual</th>
<th>2020 Actual</th>
<th>2021 Budget</th>
<th>2022 Budget</th>
<th>$ Change</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fireworks Permits</td>
<td>$60</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>0.00%</td>
</tr>
<tr>
<td>Public Safety Contract</td>
<td>615,055</td>
<td>646,300</td>
<td>639,600</td>
<td>684,100</td>
<td>$44,500</td>
<td>6.96%</td>
</tr>
<tr>
<td>Fire Equipment Reserve</td>
<td>43,246</td>
<td>102,009</td>
<td>250,000</td>
<td>250,000</td>
<td>0</td>
<td>0.00%</td>
</tr>
<tr>
<td>EMS Levy</td>
<td>331,285</td>
<td>348,002</td>
<td>349,700</td>
<td>336,700</td>
<td>-13,000</td>
<td>-3.72%</td>
</tr>
<tr>
<td>EMS Trauma</td>
<td>1,338</td>
<td>1,278</td>
<td>5,100</td>
<td>5,100</td>
<td>0</td>
<td>0.00%</td>
</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td><strong>$990,984</strong></td>
<td><strong>$1,097,589</strong></td>
<td><strong>$1,244,400</strong></td>
<td><strong>$1,275,900</strong></td>
<td><strong>$31,500</strong></td>
<td><strong>2.53%</strong></td>
</tr>
</tbody>
</table>

## Expenditure Summary

<table>
<thead>
<tr>
<th>Description</th>
<th>2019 Actual</th>
<th>2020 Actual</th>
<th>2021 Budget</th>
<th>2022 Budget</th>
<th>$ Change</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries/Benefits</td>
<td>$1,419,990</td>
<td>$1,438,494</td>
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<td>$1,483,500</td>
<td>-$5,900</td>
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<tr>
<td>Overtime</td>
<td>249,272</td>
<td>247,647</td>
<td>115,500</td>
<td>135,800</td>
<td>20,300</td>
<td>17.58%</td>
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<tr>
<td>Maintenance/Operations</td>
<td>352,384</td>
<td>346,283</td>
<td>454,200</td>
<td>425,900</td>
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<td>-6.23%</td>
</tr>
<tr>
<td>Debt Service</td>
<td>50,625</td>
<td>78,409</td>
<td>81,900</td>
<td>80,100</td>
<td>-1,800</td>
<td>-2.20%</td>
</tr>
<tr>
<td>Capital</td>
<td>640,531</td>
<td>161,044</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0.00%</td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td><strong>$2,712,802</strong></td>
<td><strong>$2,271,877</strong></td>
<td><strong>$2,141,000</strong></td>
<td><strong>$2,125,300</strong></td>
<td><strong>-$15,700</strong></td>
<td><strong>-.73%</strong></td>
</tr>
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</table>

## Ending Fund Balance (not be spent in 2022 but carried into 2023)

<table>
<thead>
<tr>
<th>Description</th>
<th>2019 Actual</th>
<th>2020 Actual</th>
<th>2021 Budget</th>
<th>2022 Budget</th>
<th>$ Change</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fire Equipment Reserve Fund</td>
<td>-$</td>
<td>-$</td>
<td>$200,000</td>
<td>$200,000</td>
<td>$0</td>
<td>0.00%</td>
</tr>
<tr>
<td>EMS Trauma Fund</td>
<td>-</td>
<td>-</td>
<td>3,800</td>
<td>3,800</td>
<td>0</td>
<td>0.00%</td>
</tr>
<tr>
<td><strong>Total Ending Fund Balance</strong></td>
<td>-$</td>
<td>-$</td>
<td>$203,800</td>
<td>$203,800</td>
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</tbody>
</table>

## Position Summary

### Full Time

<table>
<thead>
<tr>
<th>Description</th>
<th>2019</th>
<th>2020</th>
<th>2021</th>
<th>2022</th>
<th>Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fire Chief</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>Fire Marshall</td>
<td>0</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Battalion Chief</td>
<td>3</td>
<td>2</td>
<td>2</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>Lieutenant</td>
<td>3</td>
<td>3</td>
<td>3</td>
<td>4</td>
<td>0</td>
</tr>
<tr>
<td>Firefighter 2</td>
<td>2</td>
<td>2</td>
<td>2</td>
<td>2</td>
<td>0</td>
</tr>
<tr>
<td>Firefighter – Probationary</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>2</td>
<td>0</td>
</tr>
<tr>
<td>Administrative Secretary</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total FTE Positions</strong></td>
<td>11</td>
<td>11</td>
<td>11</td>
<td>11</td>
<td>0</td>
</tr>
</tbody>
</table>

### Part-Time

<table>
<thead>
<tr>
<th>Description</th>
<th>2019</th>
<th>2020</th>
<th>2021</th>
<th>2022</th>
<th>Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Residents</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Volunteers</td>
<td>15</td>
<td>14</td>
<td>16</td>
<td>18</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total Part-Time Positions</strong></td>
<td>15</td>
<td>14</td>
<td>16</td>
<td>18</td>
<td>0</td>
</tr>
</tbody>
</table>
**Mission Statement**
Provide customers a safe and reliable supply of electric energy at the lowest practical cost.

**Department Overview**
The areas of responsibility include the purchase of power via contracts with BPA and NRU. Electrical distribution system maintenance, operation and construction. New project design, customer service through connects, disconnects, and meter reading. Provide energy conservation incentives via BPA Conservation program. Administration and management of personnel, budgeting, purchasing, contracts and Fleet maintenance. Facility management for City Hall and the Utility Building.

**2021 Accomplishments**
- Completed 6-month Tantalus Pilot Program for Advanced Metering Infrastructure (AMI).
- Completed 12-month Daupler Dispatch Pilot program for emergency dispatch calling.
- Avista Edge Broadband testing and deployment.
- Ptera Internet Service Provider Fiber deployment within the City.
- Finance Office Renovation.
- Six Light Shop Offices constructed.
- Cold Storage Door Rollers replaced and an electric motor installed.
- Inland Power and Light Franchise Agreement.
- City Hall Men’s restroom renovated.
- City Hall “C” Street Parking lot resurfaced and striped.
- Replaced electrical system 6 switches at the Cheney Substation.
- Installed electrical outlets and lights in the Light Equipment storage building.
- Automated three Public Works Shop Bay doors by installing electric motors.
- Highway 904 Distribution line clearance and rebuild after windstorm damage and fire.
- Asplundh Tree Experts performed distribution Line Clearance for the second year.
- Conducted an inspection, testing and Engineer study of the Cheney Substation for upgrades.
- Issued a Request for Proposals for a New Janitorial services and awarded the contract.
- NRU Tier 2 power purchase for 2022/2023.
- Issued BPA Conservation Residential/Industrial rebates totaling $45,163.
- Apprentice Lineman completed the first year of training.
- Purchased a new Foreman Truck.

**2022 Goals**
- Upgrade infrastructure & perform maintenance on systems. Clear trees from power lines.
- Develop a broadband and fiber network throughout the City.
- Upgrade the Cheney Substation and other Capital projects as budget permits.
- Deploy Advanced Meter Infrastructure to read and control meters remotely.

**Long Range Plans**
- Overhead and Underground Line replacement, Pole replacement.
- Install a SCADA system for monitoring substations.
# Financial and Position Summaries

## Revenue Summary

<table>
<thead>
<tr>
<th></th>
<th>2019 Actual</th>
<th>2020 Actual</th>
<th>2021 Budget</th>
<th>2022 Budget</th>
<th>$ Change</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beginning Fund Balance</td>
<td>$0</td>
<td>$0</td>
<td>$155,000</td>
<td>$731,400</td>
<td>$576,400</td>
<td>371.87%</td>
</tr>
<tr>
<td>Governmental</td>
<td>0</td>
<td>38,967</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0.00%</td>
</tr>
<tr>
<td>Charges for Utilities/Services</td>
<td>10,052,465</td>
<td>9,229,436</td>
<td>9,621,600</td>
<td>9,092,500</td>
<td>-529,100</td>
<td>-5.55%</td>
</tr>
<tr>
<td>Late Charges</td>
<td>21,887</td>
<td>4,033</td>
<td>20,000</td>
<td>20,000</td>
<td>0</td>
<td>0.00%</td>
</tr>
<tr>
<td>Miscellaneous</td>
<td>314,180</td>
<td>221,050</td>
<td>60,000</td>
<td>60,000</td>
<td>0</td>
<td>0.00%</td>
</tr>
<tr>
<td>Capital Contributions</td>
<td>303,129</td>
<td>66,227</td>
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<td>0</td>
<td>0</td>
<td>0.00%</td>
</tr>
<tr>
<td>Transfers In/Interfund Loan Rcvd</td>
<td>0</td>
<td>0</td>
<td>100,000</td>
<td>23,200</td>
<td>-76,800</td>
<td>-7.77%</td>
</tr>
<tr>
<td><strong>Total Revenue</strong></td>
<td><strong>$10,691,661</strong></td>
<td><strong>$9,559,713</strong></td>
<td><strong>$10,099,600</strong></td>
<td><strong>$10,073,600</strong></td>
<td><strong>$-26,000</strong></td>
<td><strong>-0.26%</strong></td>
</tr>
</tbody>
</table>

## Expenditure Summary

<table>
<thead>
<tr>
<th></th>
<th>2019 Actual</th>
<th>2020 Actual</th>
<th>2021 Budget</th>
<th>2022 Budget</th>
<th>$ Change</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries/Benefits</td>
<td>$1,198,569</td>
<td>1,278,090</td>
<td>$1,531,400</td>
<td>$1,577,500</td>
<td>$46,100</td>
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</tr>
<tr>
<td>Overtime</td>
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<td>81,955</td>
<td>34,000</td>
<td>34,000</td>
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<tr>
<td>Purchased Power</td>
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<td>5,717,000</td>
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<tr>
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<tr>
<td>Capital/Depreciation</td>
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<td>428,278</td>
<td>902,800</td>
<td>760,700</td>
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<tr>
<td><strong>Total Expenditures</strong></td>
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<td><strong>$9,352,203</strong></td>
<td><strong>$10,099,600</strong></td>
<td><strong>$10,073,600</strong></td>
<td><strong>$-26,000</strong></td>
<td><strong>-0.26%</strong></td>
</tr>
</tbody>
</table>

*Capital Expenditures in 2022 are shown as budget only. Actual capital purchases are not shown in the financial statements as expensed in the year purchased. Rather, they are depreciated over the life of the asset allowing the current users to pay for the capital equipment/infrastructure rather than current users paying for future use on equipment/infrastructure. The capital/depreciation dollar amounts shown in 2019 and 2020 are the depreciation expense for use of the capital equipment/infrastructure in those years.

## Position Summary

<table>
<thead>
<tr>
<th></th>
<th>2019</th>
<th>2020</th>
<th>2021</th>
<th>2022</th>
<th>Change</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Full-Time</strong></td>
<td></td>
<td></td>
<td></td>
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<tr>
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<td>.5</td>
<td>.5</td>
<td>.5</td>
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<td>.83</td>
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<td>.5</td>
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<td>.33</td>
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<td>Lineman – Foreman</td>
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<td>Lineman</td>
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<td>Apprentice Lineman</td>
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<tr>
<td>Meter Technician</td>
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<td><strong>Total Full-Time Positions</strong></td>
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<td><strong>10.33</strong></td>
<td><strong>10.83</strong></td>
<td><strong>10.83</strong></td>
<td><strong>0</strong></td>
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</tbody>
</table>
Mission Statement
The mission of Cheney Municipal Court is to serve our citizens, adhering to the highest standards, by processing all cases timely and impartially using effective and efficient case management techniques, effectively monitoring enforcement of judgments, and exercising sound financial stewardship of public funds.

Judicial Branch Overview
The Municipal Court is the third branch of Cheney government and constitutionally exists to provide timely access to justice, conflict resolution, protect the rights of individuals, monitor compliance with court orders, rehabilitate individuals, create a formal record of legal status, and separate dangerous persons from the public. The court is funded by the legislative branch and operates with judicial independence to protect the appearance of impartiality and promote confidence in the court. The basic operations of the court serving three jurisdictions are Customer Service, Fiscal Responsibility, Administrative, Case Management, Records Management, Judicial, and Probation Services. Operations are delineated as follows:

- **Customer Service**: Ensure access to justice, offer procedural assistance, telephonic and electronic communications
- **Fiscal Responsibility**: Accounting, Receipting, Collection Management, Internal Controls, Budget Management, Grant Management, Contract Management.
- **Administration**: Fiscal Oversight, Jury Management, Community Partnering, Implementation of legislative mandates and case law changes, Update forms and processes in compliance with state law, Court Records Management, Court Record Requests, and Court Personnel Management.
- **Case Management**: Case Filings, Case Disposition Data Entry, Create Accounts Receivable, Order Tracking, Warrant Processing, Notices, and Interagency Communications.
- **Judicial**: Court Hearings, Warrants, Protection Orders, Competency Evaluation Orders, Jail Commitments, Trials, Sentencing/Adjudication, Courtroom Security, and Bailiff.
- **Probation Services**: Monitor defendant compliance with sentencing orders, facilitate court ordered group and individual counseling sessions, Drug/Alc UA Testing, Report Non-Compliance to the court, testify in open court proceedings, promote partnerships with treatment and social service agencies, schedule jail or electronic home monitoring commitments, track defendant compliance with interstate compact travel restrictions, keep and report statistical data.

2021 Accomplishments/Projects
- Centralized court records request with city web based public records GovQA.
- Maintained continuity of delivery of court services during COVID-19 via Zoom technology and other internet tools within budget constraints.
- Washington State Administrative Office of the Courts (AOC) provided reimbursement for replacement laptop, monitor, camera, conference phone, and virtual court support in 2020, used throughout 2021 for continued virtual hearings.
- Opened the year with exclusive video appearances, graduated to in-person, and now holding hybrid sessions using Zoom and YouTube technologies.
• Upgraded FTR Recording support contract to include future upgrades.
• Continue to promote restorative justice centered probation programs designed to rehabilitate probationers and reduce recidivism.
• Added virtual probation appointments and classes.

2022 and Long-Term Goals
• Seek resources to fund and expand domestic violence victim advocacy services
• Restart Cheney Youth Court programs in Eastern Washington
• Rebuild local community service program
• Research cost and implementation requirements for electronic parking ticket systems compatible with JIS and Tyler products.
• Administrative Office of the Courts to begin implementation of JIS replacement through Tyler Technologies to include probation and parking modules. Two years out.
• Public Defender Grant Funding 2-year cycle 2022 & 2023
• Video court equipment needed for Jail 1st Appearance
• Continue to promote restorative justice type probation programs designed to rehabilitate probationers and reduce recidivism.
# Municipal Court
## Financial and Position Summaries

### Revenue Summary

<table>
<thead>
<tr>
<th>Description</th>
<th>2019 Actual</th>
<th>2020 Actual</th>
<th>2021 Budget</th>
<th>2022 Budget</th>
<th>$ Change</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Court Administrative Fees</td>
<td>$2,033</td>
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<td>190</td>
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<td>200</td>
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<td>Adult Probation Charges</td>
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<td>Housing/Monitoring</td>
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<td>Booking Fees</td>
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<td>375</td>
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<td>Mandatory Insurance Fines</td>
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<td>Parking Fines</td>
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<td>47,955</td>
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<td>Traffic Infractions</td>
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<td>Other Non-Traffic/Misc</td>
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<td>3,800</td>
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### Expenditure Summary

<table>
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<tr>
<th>Description</th>
<th>2019 Actual</th>
<th>2020 Actual</th>
<th>2021 Budget</th>
<th>2022 Budget</th>
<th>$ Change</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries/Overtime/Benefits</td>
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<td>Intergovernmental</td>
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<td>30,178</td>
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<td><strong>Total Expenditures</strong></td>
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### Position Summary

<table>
<thead>
<tr>
<th>Description</th>
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<th>2020</th>
<th>2021</th>
<th>2022</th>
<th>Change</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Full Time</strong></td>
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<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Court Administrator</td>
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<td>1</td>
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<td>0</td>
</tr>
<tr>
<td>Deputy Court Clerk</td>
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<tr>
<td>Probations Officer</td>
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<tr>
<td><strong>Total FTE Positions</strong></td>
<td>3</td>
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</tbody>
</table>
Mission Statement
The purpose of this fund is to operate and maintain the city’s park facilities as well as to provide and manage recreational programs and special events for the city.

Department Overview
The areas of responsibility include operation and maintenance of nine city parks, two open space areas, the city’s swimming pool, and the Wren Pierson Community Center. Current recreational programs include youth programs, preschool classes, athletics, swimming lessons, senior activities, specialized recreation, special events, facility management, and adult programs.

2021 Accomplishments
- Resumed regular sports season this fall with 323 participants.
- Even though the pool closed, we were still able to offer free aquatic activities to the community multiple times a week, every week of the summer.
- Awarded over $45,000 in SEEK funding to pay for CASLO from July 15-August 20.
- We offered 42 new programs this year.
- Replaced Hagelin Park Playground equipment.
- Resurfaced City Tennis Courts
- 200 families were served through the Back 2 School event which handed out free backpacks, pants, school supplies, and hygiene supplies.
- Obtained the equivalent of over $6,000 in monetary and in-kind donations from local small businesses even during the pandemic.
- Raised over $700 for Gazebo repairs in Sutton Park.

2022 Goals
- Replace restroom at Hagelin Park
- Build a dog park near Salnave Glen Apartments.
- Select consultant and begin work on the design and funding for a new Cheney Aquatics facility and other water related amenities in the parks.
- Obtain funding from Spokane Parks Foundation to purchase and install two splashpads.
- Obtain SEEK funding again in 2022 to fund CASLO, Teen Hiking Camp, and Youth Sports Camps. If awarded, these funds will also provide scholarships for over 30 low-income children.
- Expand partnership with EPIC on EWU’s campus to increase outdoor recreation programs for Cheney citizens.
- Continue to expand and offer new programs and events.
- Increase participation at our community events, including bringing back the newly branded VIP Dance and Game Night.
- Continue partnerships with local businesses to increase donations and create stronger relationships.
- Continue to keep our parks space green and well kept
### Revenue Summary

<table>
<thead>
<tr>
<th></th>
<th>2019 Actual</th>
<th>2020 Actual</th>
<th>2021 Budget</th>
<th>2022 Budget</th>
<th>$ Change</th>
<th>% Change</th>
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</thead>
<tbody>
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<td>Beginning Fund Balance</td>
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<td>CARES Covid Relief</td>
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<td>Child Care Food Program</td>
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<td>21ST Century Grant/Edge(2020)</td>
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<td>Private Contribution for Rec Prgms</td>
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<td>Insurance Proceeds/Judgements</td>
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### Expenditure Summary

<table>
<thead>
<tr>
<th></th>
<th>2019 Actual</th>
<th>2020 Actual</th>
<th>2021 Budget</th>
<th>2022 Budget</th>
<th>$ Change</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Salaries/Benefits</td>
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<tr>
<td>Part-Time/Seasonal Employees</td>
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<td>Maintenance/Operations</td>
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<td>Capital</td>
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### Position Summary

#### Full Time

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<th>2021</th>
<th>2022</th>
<th>Change</th>
</tr>
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<td>Recreation Director</td>
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<tr>
<td>Recreation Coordinator</td>
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<tr>
<td>Administrative Clerk</td>
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<tr>
<td>Parks Field Supervisor</td>
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<td><strong>Total FTE Positions</strong></td>
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<td><strong>4</strong></td>
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<td><strong>4</strong></td>
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#### Part-Time/Seasonal

<table>
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<th>2022</th>
<th>Change</th>
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<td>19</td>
<td>19</td>
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</tr>
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<td>Seasonal Parks Staff</td>
<td>8</td>
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<tr>
<td><strong>Total Part-time/Seasonal Employees</strong></td>
<td><strong>86</strong></td>
<td><strong>83</strong></td>
<td><strong>83</strong></td>
<td><strong>83</strong></td>
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Mission Statement
To promote and preserve the security, safety and quality of life for all members of our community.

Department Overview
The Cheney Police Department is a full-service law enforcement agency that provides routine, emergency and investigative police services. In fulfilling this mission, the department has embraced a community policing philosophy, which has proven very successful in addressing crime and its causes, and quality of life issues. Community oriented policing involves forming partnerships between the police department and the residents and businesses. This alliance identifies problems, issues, and needs, then formulates and implements courses of action to address them.

2021 Accomplishments and Projects
• Installed surveillance camera system on First Street and at Centennial Park using DEM grant funds.
• Purchased and trained with civil unrest equipment.
• Filled vacant dispatcher position.
• Sent an officer to the Use of Force Science Training – Train the trainer course.
• Successfully completed contract negotiations with Airway Heights for ACCESS services.
• Reorganized the Communications Center in an effort to flattened-out the chain of command to improve internal services.

2022 Goals
• Fully incorporate the 2021 Police Reforms in both policy and procedures, as well as in the department’s culture without sacrificing service responses.
• Budgeting permitting, add one detective to the Investigations Unit.
• Explore various police officer recruiting strategies in order to attract and retain quality public safety employees.
• Deploy body-worn cameras throughout patrol.
• Explore the feasibility of expanding the surveillance camera system in other key locations.
• Replace patrol and administrative/detective vehicles.
### Revenue Summary

<table>
<thead>
<tr>
<th></th>
<th>2019 Actual</th>
<th>2020 Actual</th>
<th>2021 Budget</th>
<th>2022 Budget</th>
<th>$ Change</th>
<th>% Change</th>
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<tbody>
<tr>
<td>Levy Funding</td>
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<td>100</td>
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<td>Access Fees</td>
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<td>105,000</td>
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<tr>
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<td>25,148</td>
<td>59,400</td>
<td>192,400</td>
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<td>Criminal Justice/CTED</td>
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<td>14,360</td>
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<td>80,000</td>
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<td><strong>Total Revenue</strong></td>
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<td><strong>$455,800</strong></td>
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### Expenditure Summary

<table>
<thead>
<tr>
<th></th>
<th>2019 Actual</th>
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<th>2021 Budget</th>
<th>2022 Budget</th>
<th>$ Change</th>
<th>% Change</th>
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</thead>
<tbody>
<tr>
<td>Salaries/Benefits</td>
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<td>Maintenance &amp; Operations</td>
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<td>Capital</td>
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<td>Lease Payment/Debt</td>
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<td><strong>Total Expenditures</strong></td>
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</table>

### Ending Fund Balance (not to be spent in 2022 but carried into 2023)

<table>
<thead>
<tr>
<th></th>
<th>2019 Actual</th>
<th>2020 Actual</th>
<th>2021 Budget</th>
<th>2022 Budget</th>
<th>$ Change</th>
<th>% Change</th>
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</thead>
<tbody>
<tr>
<td>Police Capital Equipment Fund</td>
<td>-$</td>
<td>-$</td>
<td>$3,700</td>
<td>$3,700</td>
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<tr>
<td>Criminal Justice/CTED</td>
<td>-</td>
<td>-</td>
<td>60,400</td>
<td>71,700</td>
<td>11,300</td>
<td>18.71%</td>
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<tr>
<td><strong>Total Ending Fund Balance</strong></td>
<td><strong>-$</strong></td>
<td><strong>-$</strong></td>
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### Position Summary

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<tr>
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<th>2021</th>
<th>2022</th>
<th>Change</th>
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<tbody>
<tr>
<td>Police Chief</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td>Captain</td>
<td>2</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>0</td>
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<tr>
<td>Sergeant</td>
<td>3</td>
<td>3</td>
<td>3</td>
<td>3</td>
<td>0</td>
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<tr>
<td>Patrol Officer</td>
<td>10</td>
<td>11</td>
<td>11</td>
<td>11</td>
<td>0</td>
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<tr>
<td>School Resource Officer</td>
<td>.7</td>
<td>.7</td>
<td>.7</td>
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<tr>
<td>Director of Communications</td>
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<td>0</td>
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<tr>
<td>Dispatch Supervisor</td>
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<td>Dispatcher</td>
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<td><strong>Total FTE Positions</strong></td>
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<td><strong>22.7</strong></td>
<td><strong>22.7</strong></td>
<td><strong>22.7</strong></td>
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</table>
**Mission Statement**
The mission of the Cheney Public Works Department is to provide and maintain adequate building, planning, transportation, solid waste, and water services through effective and efficient use of personnel, equipment and materials in accordance with federal, state and city standards.

**Public Works**
Public Works Department includes Building, Planning, Transportation, Solid Waste, Water, and Wastewater. The Department is responsible for the daily operations, planning, operation and maintenance managing 8 individual funds and 3 divisions within the General Fund.

**2021 Accomplishments**
- Housing development plats (Golden Hills 5th and 6th Addition)
- Continue GPS infrastructure
- Annual water leak repairs
- Cheney Clean Sweep
- Wastewater Collection Main Cleaning (1/3 of collection mains)
- Purple Pipe Project Design
- Purple Pipe UV system procurement
- Purple Pipe Project Filter procurement
- Water Rate Study (partial)
- Solid Waste Plan Update

**2022 Goals**
- Sustaining Level of Services through revenue reductions
- Water Reuse funding options
- Cheney Purple Pipe Construction
- Storm water funding
- Recycling operations and yard waste site expansion
- Utilities rate study
- Continue annual hydrant flushing program
- Fire hydrant maintenance
<table>
<thead>
<tr>
<th>Revenue Summary</th>
<th>2019 Actual</th>
<th>2020 Actual</th>
<th>2021 Budget</th>
<th>2022 Budget</th>
<th>$ Change</th>
<th>% Change</th>
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<tr>
<td>Public Works Administration</td>
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<tr>
<td>Zoning/Subdivision Fees/Binding Site</td>
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<td>Short Plat Application/Final Plat/Lot</td>
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<td>Building Permit Fees</td>
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<td>Streets Total</td>
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<td></td>
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<td></td>
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<td></td>
</tr>
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<td>Licenses &amp; Permits</td>
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<td></td>
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<td></td>
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<tr>
<td>intergovernmental</td>
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<td>155,000</td>
<td>155,000</td>
<td>0</td>
<td>0.00%</td>
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<tr>
<td>Sewer Total</td>
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</tr>
<tr>
<td>Mechanical Shop</td>
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<tr>
<td>Mechanical Shop Charges</td>
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</tr>
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<td>Total Revenue</td>
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<td>$10,498,300</td>
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## Expenditure Summary

<table>
<thead>
<tr>
<th></th>
<th>2019 Actual</th>
<th>2020 Actual</th>
<th>2021 Budget</th>
<th>2022 Budget</th>
<th>$ Change</th>
<th>% Change</th>
</tr>
</thead>
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<tr>
<td><strong>PWKS Administration</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Salaries/Benefits</td>
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<td>67,700</td>
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<td>-14.09%</td>
</tr>
<tr>
<td><strong>PWKS Admin Total</strong></td>
<td>$435,841</td>
<td>$432,560</td>
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<td>$427,500</td>
<td>$-3,700</td>
<td>-0.86%</td>
</tr>
<tr>
<td><strong>Planning &amp; Building</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Salaries/Benefits</td>
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<td>Overtime</td>
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<td>568</td>
<td>1,400</td>
<td>1,400</td>
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</tr>
<tr>
<td>Maintenance/Operations</td>
<td>73,899</td>
<td>57,686</td>
<td>55,700</td>
<td>56,900</td>
<td>1,200</td>
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</tr>
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<td><strong>Planning &amp; Building Total</strong></td>
<td>$471,384</td>
<td>$481,748</td>
<td>$322,500</td>
<td>$391,500</td>
<td>$69,000</td>
<td>21.40%</td>
</tr>
<tr>
<td><strong>Streets</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Salaries/Benefits</td>
<td>$163,525</td>
<td>$177,871</td>
<td>$177,500</td>
<td>$178,200</td>
<td>$700</td>
<td>.39%</td>
</tr>
<tr>
<td>Overtime</td>
<td>15,357</td>
<td>16,285</td>
<td>9,000</td>
<td>9,000</td>
<td>0</td>
<td>0.00%</td>
</tr>
<tr>
<td>Maintenance/Operations</td>
<td>255,398</td>
<td>219,879</td>
<td>193,700</td>
<td>188,600</td>
<td>-5,100</td>
<td>-2.63%</td>
</tr>
<tr>
<td>Capital</td>
<td>598,760</td>
<td>1,465,692</td>
<td>577,700</td>
<td>1,325,300</td>
<td>747,600</td>
<td>129.41%</td>
</tr>
<tr>
<td>Ending Fund Balance</td>
<td>0</td>
<td>0</td>
<td>501,600</td>
<td>245,800</td>
<td>-255,800</td>
<td>-51.00%</td>
</tr>
<tr>
<td><strong>Streets Total</strong></td>
<td>$1,033,040</td>
<td>$1,879,727</td>
<td>$1,459,500</td>
<td>$1,946,900</td>
<td>$487,400</td>
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</tr>
<tr>
<td><strong>Water</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Salaries/Benefits</td>
<td>$521,358</td>
<td>$352,802</td>
<td>$414,300</td>
<td>$520,600</td>
<td>$106,300</td>
<td>25.66%</td>
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<td>3,718</td>
<td>6,500</td>
<td>6,500</td>
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</tr>
<tr>
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<td>1,284,353</td>
<td>870,856</td>
<td>1,050,900</td>
<td>1,034,200</td>
<td>-16,700</td>
<td>-1.59%</td>
</tr>
<tr>
<td>Depreciation</td>
<td>373,537</td>
<td>430,242</td>
<td>209,000</td>
<td>166,600</td>
<td>-42,400</td>
<td>-20.29%</td>
</tr>
<tr>
<td>Capital</td>
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<td>0</td>
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<td>0</td>
<td>0</td>
<td>0.00%</td>
</tr>
<tr>
<td>Debt/Interest</td>
<td>17,163</td>
<td>30,314</td>
<td>113,400</td>
<td>110,400</td>
<td>-3,000</td>
<td>-2.65%</td>
</tr>
<tr>
<td>Ending Fund Balance</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0.00%</td>
</tr>
<tr>
<td><strong>Water Total</strong></td>
<td>$2,198,869</td>
<td>$1,687,932</td>
<td>$1,794,100</td>
<td>$1,838,300</td>
<td>$44,200</td>
<td>2.46%</td>
</tr>
<tr>
<td><strong>Solid Waste</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Salaries/Benefits</td>
<td>$378,953</td>
<td>$384,821</td>
<td>$353,900</td>
<td>$389,100</td>
<td>$-146,800</td>
<td>-27.39%</td>
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<tr>
<td>Overtime</td>
<td>2,784</td>
<td>1,153</td>
<td>4,000</td>
<td>4,000</td>
<td>0</td>
<td>0.00%</td>
</tr>
<tr>
<td>Maintenance/Operations</td>
<td>933,551</td>
<td>963,157</td>
<td>899,400</td>
<td>1,044,000</td>
<td>144,600</td>
<td>16.08%</td>
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<tr>
<td>Depreciation</td>
<td>190,330</td>
<td>148,910</td>
<td>53,000</td>
<td>28,900</td>
<td>-24,100</td>
<td>-45.47%</td>
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<tr>
<td>Capital</td>
<td>40,000</td>
<td>0</td>
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<td>-40,000</td>
<td>-100.00%</td>
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<tr>
<td><strong>Solid Waste Total</strong></td>
<td>$1,505,618</td>
<td>$1,498,041</td>
<td>$1,532,300</td>
<td>$1,466,000</td>
<td>$-66,300</td>
<td>-4.33%</td>
</tr>
<tr>
<td><strong>Sewer</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Salaries/Benefits</td>
<td>$1,007,602</td>
<td>$998,645</td>
<td>$1,154,300</td>
<td>$1,221,900</td>
<td>$67,600</td>
<td>5.86%</td>
</tr>
<tr>
<td>Overtime</td>
<td>20,104</td>
<td>15,310</td>
<td>23,500</td>
<td>23,500</td>
<td>0</td>
<td>0.00%</td>
</tr>
<tr>
<td>Maintenance/Operations</td>
<td>1,017,815</td>
<td>1,071,535</td>
<td>1,076,000</td>
<td>1,058,600</td>
<td>-17,400</td>
<td>1.62%</td>
</tr>
<tr>
<td>Depreciation</td>
<td>855,915</td>
<td>911,115</td>
<td>126,900</td>
<td>32,900</td>
<td>-94,000</td>
<td>-74.07%</td>
</tr>
<tr>
<td>Capital</td>
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<td>155,000</td>
<td>1,845,000</td>
<td>1,845,000</td>
<td>0</td>
<td>0.00%</td>
</tr>
<tr>
<td>Debt Service</td>
<td>5,173</td>
<td>2,814</td>
<td>643,900</td>
<td>729,200</td>
<td>85,300</td>
<td>13.25%</td>
</tr>
<tr>
<td>Ending Fund Balance</td>
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<td>0</td>
<td>59,100</td>
<td>0</td>
<td>0</td>
<td>0.00%</td>
</tr>
<tr>
<td><strong>Sewer Total</strong></td>
<td>$2,906,609</td>
<td>$3,058,519</td>
<td>$5,024,600</td>
<td>$5,221,100</td>
<td>$-1,803,500</td>
<td>-35.89%</td>
</tr>
<tr>
<td><strong>Mechanical Shop</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Maintenance/Operations</td>
<td>69,893</td>
<td>53,355</td>
<td>76,600</td>
<td>136,600</td>
<td>$60,000</td>
<td>78.33%</td>
</tr>
<tr>
<td>Capital</td>
<td>0</td>
<td>0</td>
<td>75,000</td>
<td>0</td>
<td>-75,000</td>
<td>-100.00%</td>
</tr>
<tr>
<td><strong>Mechanical Shop Total</strong></td>
<td>$69,893</td>
<td>$53,355</td>
<td>$151,600</td>
<td>$136,600</td>
<td>$-15,000</td>
<td>-9.89%</td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td>$8,621,254</td>
<td>$9,091,882</td>
<td>$10,715,800</td>
<td>$9,427,900</td>
<td>$-1,592,900</td>
<td>-14.86%</td>
</tr>
<tr>
<td>Position Titles</td>
<td>2019</td>
<td>2020</td>
<td>2021</td>
<td>2022</td>
<td>Change</td>
<td></td>
</tr>
<tr>
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<td>------</td>
<td>------</td>
<td>------</td>
<td>------</td>
<td>--------</td>
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</tr>
<tr>
<td>Public Works Director</td>
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<td>1</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Public Works Manager/CBO</td>
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<td>1</td>
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<td>1</td>
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</tr>
<tr>
<td>Customer Service Clerk</td>
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<td>.83</td>
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<td>.83</td>
<td>0</td>
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</tr>
<tr>
<td>GIS/Permit Technician</td>
<td>.8</td>
<td>.8</td>
<td>.8</td>
<td>.8</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Public Works Office Manager</td>
<td>.5</td>
<td>.5</td>
<td>.5</td>
<td>.5</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Building Inspector</td>
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<td>1</td>
<td>1</td>
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<td>0</td>
<td></td>
</tr>
<tr>
<td>Senior Planner</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Public Works Operations Supervisor</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Public Works Manager</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Street / Parks Supervisor</td>
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<td>1</td>
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<td>1</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Street Lead</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
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<td></td>
</tr>
<tr>
<td>Street Equipment Operator</td>
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<td>.66</td>
<td>.66</td>
<td>.66</td>
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<td></td>
</tr>
<tr>
<td>Water Supervisor</td>
<td>0</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Water Lead</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Water Equipment Operator</td>
<td>5</td>
<td>4</td>
<td>4</td>
<td>4</td>
<td>0</td>
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</tr>
<tr>
<td>Water Distribution III Operator</td>
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<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Water Production Operator</td>
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<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Water Resource Manager</td>
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<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>WWC / SW Supervisor</td>
<td>0</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Solid Waste Lead</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Recycling / Solid Waste Operator</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td>-1</td>
<td></td>
</tr>
<tr>
<td>Solid Waste Equipment Operator</td>
<td>2</td>
<td>3</td>
<td>3</td>
<td>3.5</td>
<td>.5</td>
<td></td>
</tr>
<tr>
<td>WWC Lead</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Wastewater Equipment Operator</td>
<td>3</td>
<td>2</td>
<td>2</td>
<td>2.5</td>
<td>.5</td>
<td></td>
</tr>
<tr>
<td>Wastewater Treatment Supervisor</td>
<td>0</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Wastewater Treatment Maintenance Lead</td>
<td>1</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Wastewater Treatment Plant Operator III</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>1</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td>Wastewater Treatment Plant Operator II</td>
<td>3</td>
<td>4</td>
<td>4</td>
<td>4</td>
<td>0</td>
<td></td>
</tr>
<tr>
<td><strong>Total FTE Positions</strong></td>
<td><strong>28.79</strong></td>
<td><strong>26.79</strong></td>
<td><strong>26.79</strong></td>
<td><strong>26.79</strong></td>
<td><strong>0</strong></td>
<td></td>
</tr>
</tbody>
</table>
## City of Cheney
### Schedule of Liabilities
#### For the Year Ended December 31, 2021

<table>
<thead>
<tr>
<th>ID. No.</th>
<th>Description</th>
<th>Due Date</th>
<th>Beginning Balance</th>
<th>Additions</th>
<th>Reductions</th>
<th>Ending Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>259.12</td>
<td>Governmental Compensated Absences</td>
<td></td>
<td>1,284,830</td>
<td>129,624</td>
<td>-</td>
<td>1,414,454</td>
</tr>
<tr>
<td>259.12</td>
<td>Business-Type Compensated Absences</td>
<td></td>
<td>434,421</td>
<td>54,630</td>
<td>-</td>
<td>489,051</td>
</tr>
<tr>
<td>264.4</td>
<td>Governmental Post Employment Benefits</td>
<td></td>
<td>3,192,346</td>
<td>157,266</td>
<td>-</td>
<td>3,349,612</td>
</tr>
<tr>
<td>264.3</td>
<td>Governmental Net Pension Liability</td>
<td></td>
<td>1,103,659</td>
<td>-</td>
<td>879,443</td>
<td>224,216</td>
</tr>
<tr>
<td>264.3</td>
<td>Business Type Net Pension Liability</td>
<td></td>
<td>676,436</td>
<td>-</td>
<td>533,085</td>
<td>143,351</td>
</tr>
<tr>
<td>263.52</td>
<td>Governmental Capital Lease</td>
<td>5/1/2020</td>
<td>88,541</td>
<td>-</td>
<td>20,977</td>
<td>67,564</td>
</tr>
<tr>
<td>263.86</td>
<td>Washington State Treasurer/LOCAL</td>
<td>6/1/2031</td>
<td>470,000</td>
<td>-</td>
<td>35,000</td>
<td>435,000</td>
</tr>
</tbody>
</table>

**Total General Obligations:** 7,250,233 341,520 1,468,505 6,123,248

<table>
<thead>
<tr>
<th>ID. No.</th>
<th>Description</th>
<th>Due Date</th>
<th>Beginning Balance</th>
<th>Additions</th>
<th>Reductions</th>
<th>Ending Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>263.88</td>
<td>PWTF</td>
<td>7/1/2025</td>
<td>118,366</td>
<td>-</td>
<td>23,674</td>
<td>94,692</td>
</tr>
<tr>
<td>263.86</td>
<td>Dept of Ecology #1</td>
<td>2/14/2021</td>
<td>72,524</td>
<td>-</td>
<td>72,524</td>
<td>-</td>
</tr>
<tr>
<td>263.86</td>
<td>Dept of Ecology - #2</td>
<td>1/29/2028</td>
<td>4,822,593</td>
<td>-</td>
<td>535,843</td>
<td>4,286,750</td>
</tr>
<tr>
<td>263.86</td>
<td>Dept of Ecology - #3</td>
<td>12/31/2022</td>
<td>20,535</td>
<td>-</td>
<td>10,221</td>
<td>10,314</td>
</tr>
<tr>
<td>263.86</td>
<td>Dept of Ecology - #4</td>
<td>12/31/2026</td>
<td>-</td>
<td>473,047</td>
<td>-</td>
<td>473,047</td>
</tr>
</tbody>
</table>

**Total Revenue Obligations:** 5,034,018 473,047 642,262 4,864,803

**Total Liabilities:** $13,706,792 $814,567 $2,110,767 $10,988,051
CITY OF CHENEY, WASHINGTON
ORDINANCE NO. Y-19

AN ORDINANCE ADOPTING THE BUDGET FOR THE CITY OF CHENEY, WASHINGTON FOR THE FISCAL YEAR ENDING DECEMBER 31, 2022, AND PROVIDING FOR THE EFFECTIVE DATE HEREOF.

WHEREAS, the mayor of the City of Cheney, Washington, completed and placed on file with the city clerk a proposed budget and estimate of the amount of monies required to meet the public expenses, bond retirement and interest, reserve funds and expenses of government of said city for the fiscal year ending December 31, 2022, and a notice was published that the council of said city would meet on October 26, November 9, November 23, and December 14, 2021 at the hour of 6:00 p.m., at the council chambers in the city hall of said city for the purpose of making and adopting a budget for said fiscal year and giving taxpayers within the limits of said city an opportunity to be heard upon said budget; and

WHEREAS, the said city council did meet at said time and place and did then consider the matter of said proposed budget; and

WHEREAS, the said proposed budget does not exceed the lawful limit of taxation allowed by law to be levied on the property within the City of Cheney for the purposes set forth in said budget, and the estimated expenditures set forth in said budget being all necessary to carry on the government of said city for said year and being sufficient to meet the various needs of said city during said period.

NOW, THEREFORE, the City Council of the City of Cheney do ordain as follows:

Section 1. The budget for the City of Cheney, Washington, for the year 2022 is hereby adopted in its final form and content as set forth in the document entitled “City of Cheney Annual Budget 2022”, with the final copy available for viewing in the City Finance Department and being posted on the city website.

Section 2. Estimated resources, including fund balances or working capital for each separate fund of the City of Cheney, and aggregate totals (net of transactions between funds) for all such funds combined, for the year 2022 are set forth in summary form
below, and are hereby appropriated for expenditure at the fund level during the year 2022 as set forth below:

<table>
<thead>
<tr>
<th>Fund</th>
<th>Revenue</th>
<th>Appropriation</th>
</tr>
</thead>
<tbody>
<tr>
<td>General</td>
<td>$8,620,800</td>
<td>$9,537,600</td>
</tr>
<tr>
<td>Fund Balance</td>
<td>1,016,800</td>
<td>100,000</td>
</tr>
<tr>
<td>Street</td>
<td>375,800</td>
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<tr>
<td>Fund Balance</td>
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<td>0</td>
</tr>
<tr>
<td>Arterial Street</td>
<td>420,300</td>
<td>420,300</td>
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<tr>
<td>Fund Balance</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Residential Street</td>
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</tr>
<tr>
<td>Fund Balance</td>
<td>400,000</td>
<td>222,200</td>
</tr>
<tr>
<td>Fire Equipment Reserve</td>
<td>50,000</td>
<td>50,000</td>
</tr>
<tr>
<td>Fund Balance</td>
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<td><strong>$35,620,900</strong></td>
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**Section 3.** Ending Cash Balance has been appropriated as part of each fund appropriation. The City Council can act authorizing the expenditure of a designated amount of ending cash balance for a specific purpose. The council action for the expenditure of ending fund balance must be conducted at a regular city council meeting by formal action of the governing body.

**Section 4.** This ordinance shall be in full force and effect five days after passage, approval and publication.

**Section 5:** The City Clerk is directed to transmit a certified copy of the budget hereby adopted to the State Auditor’s Office and to the Association of Washington Cities.
Introduced this 23rd day of November, 2021
Passed by the City Council this 14 day of December, 2021
Approved by the Mayor this 14 day of December, 2021

Chris Grover, Mayor

ATTEST:

Cynthia Niemeier, City Clerk

APPROVED AS TO FORM:

City Attorney