

**MINUTES OF THE BOARD OF TRUSTEES MEETING****December 20, 2022**

The regular monthly meeting of the Spokane Public Library Board of Trustees was held on Tuesday, December 20, 2022 in-person at Central Library with virtual access via Zoom meetings.

Present were:

**MEMBERS**

Ms. Lara Hemingway, Chair of the Board  
Mr. Casey Linane-Booey, IV, Vice Chair of the Board  
Mr. Nathan Smith  
Mr. Jim Kershner, Absent  
Ms. Mary Starkey

**COUNCIL LIASION**

Councilmember Jonathan Bingle, Absent

**LIBRARY DIRECTOR**

Mr. Andrew Chanse

**CALL TO ORDER**

The meeting was called to order at 4:35pm by Ms. Hemingway.

**VISITORS**

Skyler Noble  
Penny Brown  
Nicole Edwards  
Paul Chapin  
Alan Wagner  
Tara Neumann  
Caris O'Malley  
Alina Murcar  
Lorraine Mead  
Natalie Hilderbrand  
Vanessa Strange  
Ashley Lock  
Bethiah Streeter  
Amanda Donovan

**CHANGES TO THE AGENDA**

None

**APPROVAL OF NOVEMBER 15, 2022 MEETING MINUTES**

Ms. Starkey moved to approve the motion. Mr. Linane-Booey, IV seconded the motion. The motion passed unanimously.

### **APPROVAL OF NOVEMBER 2022 BILLS AND CONTRIBUTIONS**

Ms. Starkey moved to approve the motion. Mr. Linane-Booey, IV seconded the motion. The motion passed unanimously.

### **FINANCIAL UPDATE**

Operations: In cash and investments, we received the second half of the 2022 levy lid lift dollars to the amount of \$917,265. This amount increased available days of investments and operating costs, total is 188 days in available cash and investments. Ms. Edwards shared the November expenditure trends and total expenses for the month were \$954,872. There will be no financial report for December in January. No further questions.

Bond: Ms. Brown did not execute contracts under special authority in November. The topic this month is public works projects. There were 40 projects in total with 30 currently active. Ms. Brown presented on spending trends for public works projects. No further questions.

### **BOND CONSTRUCTION PROJECT UPDATE**

Ms. Mead shared project updates at the Indian Trail and South Hill locations. Shelves are being installed at Indian Trail Library and no hydraulic piping needed to be replaced. At South Hill, furniture is being brought in and shelving will be installed soon. No further questions.

### **CHAIRMAN'S REPORT**

None

### **EXECUTIVE DIRECTOR'S REPORT**

Mr. Chanse shared that Gary Stokes will fill the board vacancy beginning in January. Mr. Chanse thanked Mr. Linane-Booey, IV for his service on the Board. The Mayor moved two more candidates forward to Council. Mr. Chanse thanked Ms. Hemingway and Ms. Starkey for their time and commitment to the Board candidate interviews. Mr. Chanse met with the University District regarding a property they are consider where we may manage some of the artist studio spaces and a theater space within workforce housing. Ms. Starkey asked to clarify if we are managing the space intended for artists and the black box theater and not the housing portion. Mr. Chanse confirmed. The Library will be closed December 23-26 and January 1-2. Applications for The Hive artists-in-residence are open.

LOTE4Kids (Languages Other than English) was a new storytime service we added to our collection and 3,000 always available comics were added to OverDrive/Libby. Peter Anderson is this month's STAR Spotlight. We are preparing to move into and hire for positions at South Hill and Indian Trail. We hosted a successful Staff Association Event on December 9. City Council adopted the 2023 budget. The City asked why we closed the Library on November 30 and what it would take for the Library to open as a warming shelter. Mr. Chanse explained there needs to be more preparation and planning before the library becomes a warming shelter based on the experiences from acting as a cooling center. Ms. Starkey asked what the bags are in the hallway. Mr. Chanse answered they are for people experiencing homelessness for their personal property. We are looking at our customer behavior policy to better provide a

welcoming space. These changes will be brought before the Board after some piloting. Mr. Chanse mentioned we will make changes to security for staff and customers to feel more comfortable.

Ms. Hemingway asked about the property on Main and Browne and if it used to be Visit Spokane. Mr. Chanse confirmed. No further questions.

### **COUNCIL LIASION REPORT**

None

### **COMMUNICATIONS REPORT**

Ms. Donovan shared Marketing highlights featuring anniversaries at Liberty Park and Shadle Park Libraries, a houseplant swap at Shadle Park Library, and the progress on our language access initiatives. On social media, top posts included 33 Artists Market at The Hive, a braiding event, and ballot boxes for Election Day. We earned media in Library Journal on the topic of library spaces. No further questions.

### **NEW BUSINESS**

#### **13a.: 2023 Business Insurance Policy – Nicole Edwards**

Ms. Edwards presented the 2023 Business Insurance Policy. There will be additional costs when Indian Trail and South Hill open. It is recommended we sign with Philadelphia Insurance. Ms. Starkey asked if the fine arts coverage is for artwork we bring in for display. Ms. Edwards clarified we get a policy for the specific period where we bring in other pieces. No further questions We asked the Board to pass a motion approving the binding of insurance coverage policies for the year 2023 at a combined amount of \$106,195. Mr. Smith moved to approve the motion. Ms. Starkey seconded the motion. The motion passed unanimously.

#### **13b.: TikTok Launch Overview – Amanda Donovan**

Ms. Donovan explained the addition of TikTok to the Library's social media platforms. Ms. Hilderbrand asked if there will be dances. Ms. Donovan encouraged Mr. Chanse to dance. Ms. Starkey asked about the effect of various government bans on the library's launch of TikTok. Ms. Donovan explained it should not affect us. No further questions.

#### **13c.: Overview of Social Services – Bethiah Streeter**

Ms. Streeter shared information about herself and the Library's Social Services team and offerings. Ms. Hemingway asked what the "Houston-model" is. There was a conversation about a model in Houston that reduced houselessness by about 68 percent and how we aspire to have a similar model where there is better resource allocation and allocation of funds. No further questions. Ms. Streeter shared a personal anecdote from someone her team helped.

### **EXECUTIVE SESSION**

Ms. Hemingway convened the Board to executive session at 5:22pm for a period of 15 minutes to discuss the Executive Director's performance. Everyone left the meeting aside from Mr. Wagner and Trustees. Ms. Hemingway reconvened the meeting at 5:36pm.



**13d.: Director’s Compensation – Alan Wagner**

Mr. Smith shared some positive notes about Mr. Chanse’s performance. A motion increasing the Library Director’s compensation by 5% effective December 25, 2022. Mr. Smith moved the motion. Ms. Starkey seconded the motion. The motion passed unanimously.

**PUBLIC COMMENT**

The public had the option to email [trustee@spokanelibrary.org](mailto:trustee@spokanelibrary.org) with any comments and none were received.

**NEXT REGULAR MEETING**

The next regular meeting will be Tuesday, January 17, 2023. Location will be at Liberty Park Library, 402 S. Pittsburg, Spokane, WA 9920

**ADJOURNMENT**

The meeting adjourned at 5:38 pm.

Secretary \_\_\_\_\_

Chairman, Board of Trustees \_\_\_\_\_ Date \_\_\_\_\_



## SPOKANE PUBLIC LIBRARY

We, the undersigned Board of Trustees of the Spokane Public Library, Spokane, Washington, do hereby certify that the merchandise or services hereinafter specified have been received and that claims are approved for payment in the amount of \$ 2,473,863.12 on this 21st day of February, 2023.

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Chairman, Board of Trustees

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Executive Director

### **FUND #1300 LIBRARY OPERATIONS**

|  |    |                     |
|--|----|---------------------|
| Operations & Capital Outlay Expenditures (#2022-12-001 through #2022-12-109) | \$ | 642,301.54          |
| Interfund Charges  |    | 20,740.46           |
| Vendor payments via City   |    | 1,607.72            |
| Salaries, Wages & Benefits   |    | 809,989.97          |
| Purchase Cards   |    | 25,231.39           |
| Spokane Public Schools reimburseable purchase (MK equipment & books)         |    | -                   |
| E-Rate Federal Discount on Internet  |    | -                   |
| Other (refunds and adjustments)  |    | (1,022.53)          |
| TOTAL PAYMENTS FOR: <b>Period 12 - 2022</b>                                  | \$ | <u>1,498,848.55</u> |

### **FUND #3365 2018 UTGO LIBRARY CAPITAL BOND FUND**

|   |    |                   |
|---|----|-------------------|
| Capital Outlay Expenditures (#2022-Bond-12-001 through #2022-Bond-12-024) | \$ | 976,659.74        |
| Correction - Spokane Public Schools for Shaw Reimbursable                 |    | (1,645.17)        |
| TOTAL PAYMENTS FOR: <b>Period 12 - 2022</b>                               | \$ | <u>975,014.57</u> |

## SPOKANE PUBLIC LIBRARY

We, the undersigned Board of Trustees of the Spokane Public Library, Spokane, Washington, do hereby certify that the merchandise or services hereinafter specified have been received and that claims are approved for payment in the amount of \$ 1,200,749.21 on this 21st day of February, 2023.

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Chairman, Board of Trustees

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Executive Director

### **FUND #1300 LIBRARY OPERATIONS**

|  |    |                   |
|--|----|-------------------|
| Operations & Capital Outlay Expenditures (#2022-13-001 through #2022-13-029) | \$ | 78,852.64         |
| Interfund Charges  |    | 620.66            |
| Vendor payments via City   |    | 168.49            |
| Salaries, Wages & Benefits   |    | 131,891.35        |
| Purchase Cards   |    | 38,996.96         |
| Spokane Public Schools reimburseable purchase (MK equipment & books)         |    | -                 |
| E-Rate Federal Discount on Internet  |    | -                 |
| Other (refunds and adjustments)  |    | (6,428.77)        |
| TOTAL PAYMENTS FOR: <b>Period 13 - 2022</b>                                  | \$ | <u>244,101.33</u> |

### **FUND #3365 2018 UTGO LIBRARY CAPITAL BOND FUND**

|   |    |                   |
|---|----|-------------------|
| Capital Outlay Expenditures (#2022-Bond-13-001 through #2022-Bond-13-016) | \$ | 954,689.86        |
| Purchasing Card Charges (Refrigerators for South Hill & Indian Trail)     |    | 1,958.02          |
| TOTAL PAYMENTS FOR: <b>Period 13 - 2022</b>                               | \$ | <u>956,647.88</u> |

# SPOKANE PUBLIC LIBRARY

We, the undersigned Board of Trustees of the Spokane Public Library, Spokane, Washington, do hereby certify that the merchandise or services hereinafter specified have been received and that claims are approved for payment in the amount of \$ 894,580.97 on this 21st day of February, 2023.

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Chairman, Board of Trustees

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Executive Director

## **FUND #1300 LIBRARY OPERATIONS**

|  |    |                   |
|--|----|-------------------|
| Operations & Capital Outlay Expenditures (#2023-1-001 through #2023-1-038) | \$ | 288,993.97        |
| Interfund Charges  |    | -                 |
| Vendor payments via City   |    | 155.43            |
| Salaries, Wages & Benefits   |    | 475,680.76        |
| Purchase Cards   |    | 127.44            |
| Spokane Public Schools reimburseable purchase                              |    | -                 |
| E-Rate Federal Discount on Internet  |    | -                 |
| Other (refunds and adjustments)  |    | -                 |
| TOTAL PAYMENTS FOR: <b>Period 1 - 2023</b>                                 | \$ | <u>764,957.60</u> |

## **FUND #3365 2018 UTGO LIBRARY CAPITAL BOND FUND**

|   |    |                   |
|---|----|-------------------|
| Capital Outlay Expenditures (#2023-Bond-1-001 through #2023-Bond-1-005) | \$ | 129,623.37        |
|   |    | -                 |
| TOTAL PAYMENTS FOR: <b>Period 1 - 2023</b>                              | \$ | <u>129,623.37</u> |

# FINANCIAL UPDATE – FEBRUARY 21, 2023

## Library Operations – 2022 Year End

Nicole Edwards

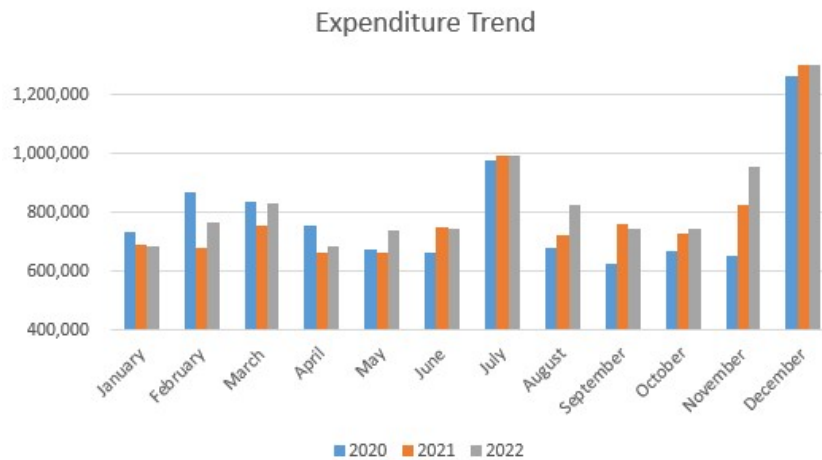
### Cash & Investments Trend

The 2022 year closed with the Library able to pay 170 days of operating costs.



### Expenditure Trend

Expenditures for December and period thirteen (13) accruals totaled \$1,742,950. This included three (3) pay periods for personnel and an accrual for January totaling \$941,881. Capital books and materials costs were \$363,903, we paid annual licensing and software services totaling \$121,648, utilities costs totaled \$55,838, security guard services were \$48,070, interfund charges were \$21,361, and snow removal services totaled \$25,005.



**2022 Encumbrance Carry-Forward to 2023 - \$198,982**

The below list represents the outstanding commitments from 2022 that were in progress or awaiting invoices at the end of the year. These commitments still require completion so they will be carried into the new year and the same amount will be added to our 2023 adopted budget.

| Supplier/Contractor Name    | Number          | Date       | Balance              | Justification                                      |
|-----------------------------|-----------------|------------|----------------------|--|
| EDNETICS INC                | DO 000534538000 | 8/3/2022   | \$ 168,263.01        | On-going construction project; network cable       |
| EDNETICS INC                | DO 000534539000 | 8/3/2022   | 17,885.17            | On-going construction project; network cable       |
| EDNETICS INC                | DO 000534541000 | 8/3/2022   | 11,856.79            | On-going construction project; network cable       |
| DUPREE BUILDING SPECIALTIES | DO 000535141000 | 12/15/2022 | 976.64               | Order fulfillment in progress; Facilities supplies |
|                             |                 |            | <u>\$ 198,981.61</u> |  |

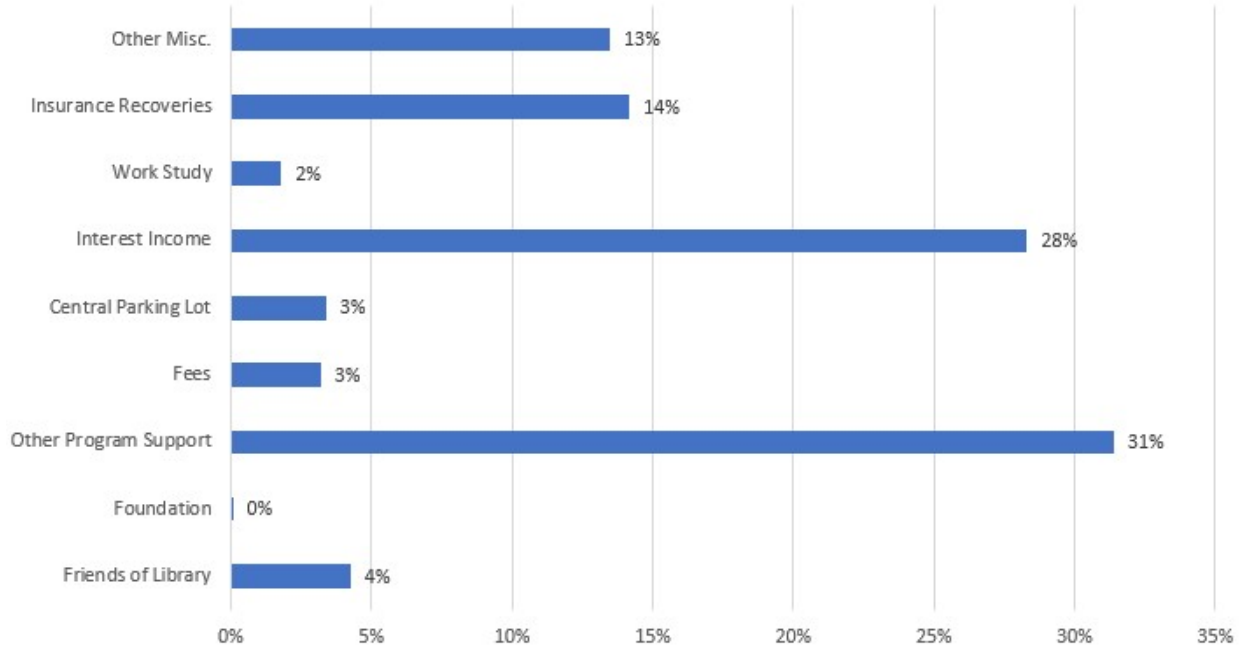
**2022 Year-End Results Fund #1300 Library Operations**

| Library Operations Fund #1300<br>2022 Year End |                      |                      |              |
|--|----------------------|----------------------|--------------|
| RESOURCES                                      | Budget               | 2022                 | Difference   |
| General Fund                                   | \$ 9,597,682         | \$ 9,598,342         | \$ 660       |
| Levy Lid Lift                                  | 1,838,345            | 1,834,530            | (3,815)      |
| Fees & Forefeits                               | 25,000               | 10,095               | (14,905)     |
| Contributions                                  | 30,000               | 67,837               | 37,837       |
| Parking Lot                                    | 15,000               | 10,698               | (4,302)      |
| Other Misc.                                    | 98,700               | 227,987              | 129,287      |
|  | <u>\$ 11,604,727</u> | <u>\$ 11,749,489</u> |              |
| EXPENDITURES                                   | Budget               | 2022                 | Difference   |
| Wages  | \$ 5,687,024         | \$ 5,185,429         | \$ (501,595) |
| Benefits                                       | 2,294,086            | 1,857,021            | (437,065)    |
| Supplies                                       | 466,354              | 438,605              | (27,749)     |
| Services                                       | 1,832,067            | 1,556,003            | (276,064)    |
| Interfund Charges                              | 229,128              | 221,896              | (7,232)      |
| Capital  | 1,220,255            | 1,207,358            | (12,897)     |
|  | <u>\$ 11,728,914</u> | <u>\$ 10,466,312</u> |              |
| <b>NET RESULTS</b>                             | <u>\$ (124,187)</u>  | <u>\$ 1,283,177</u>  |              |

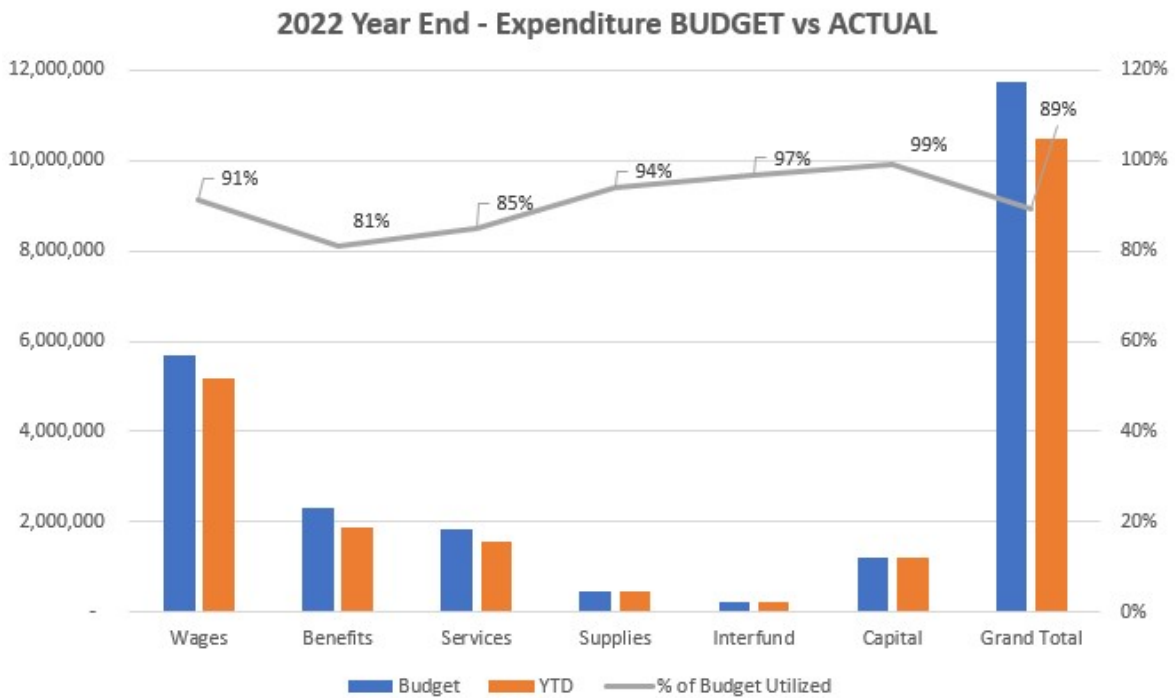
**Financial Resources**

General Fund Allocation \$ 9,598,342  
 Levy Lid Lift \$ 1,834,530  
 Non-Tax Related \$ 316,617

**2022 Non-Tax Related Financial Resources Total \$316,617**



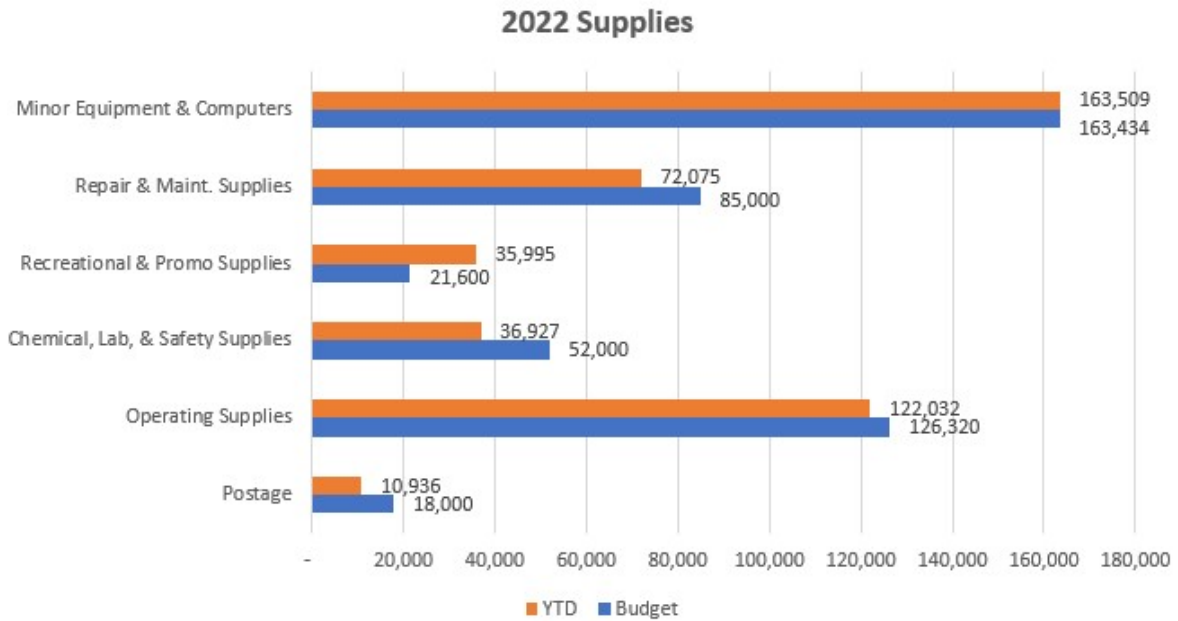
**Overall Expenditure Budget vs Actual Year-to-Date (by expenditure type)**



## Staffing Cost

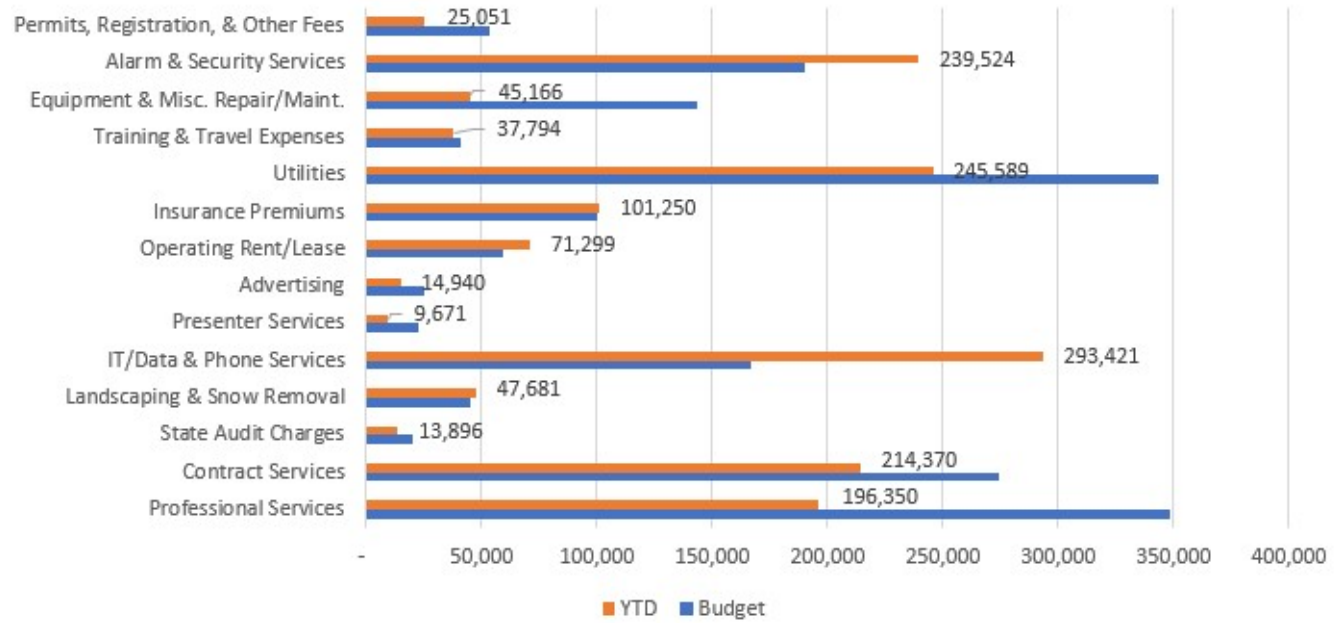


## Supplies



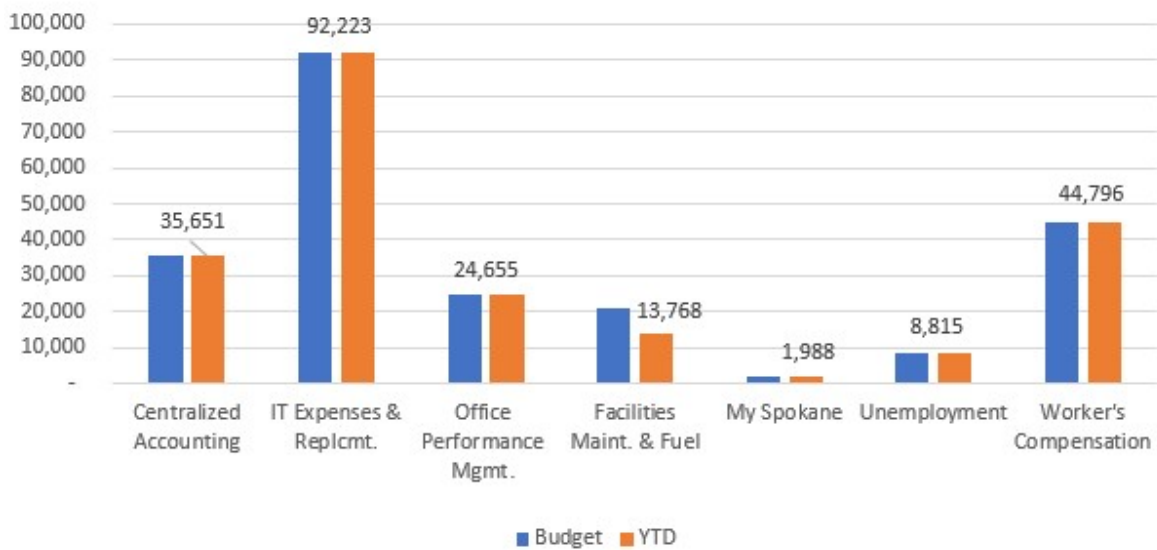
**Services**

**2022 Services**



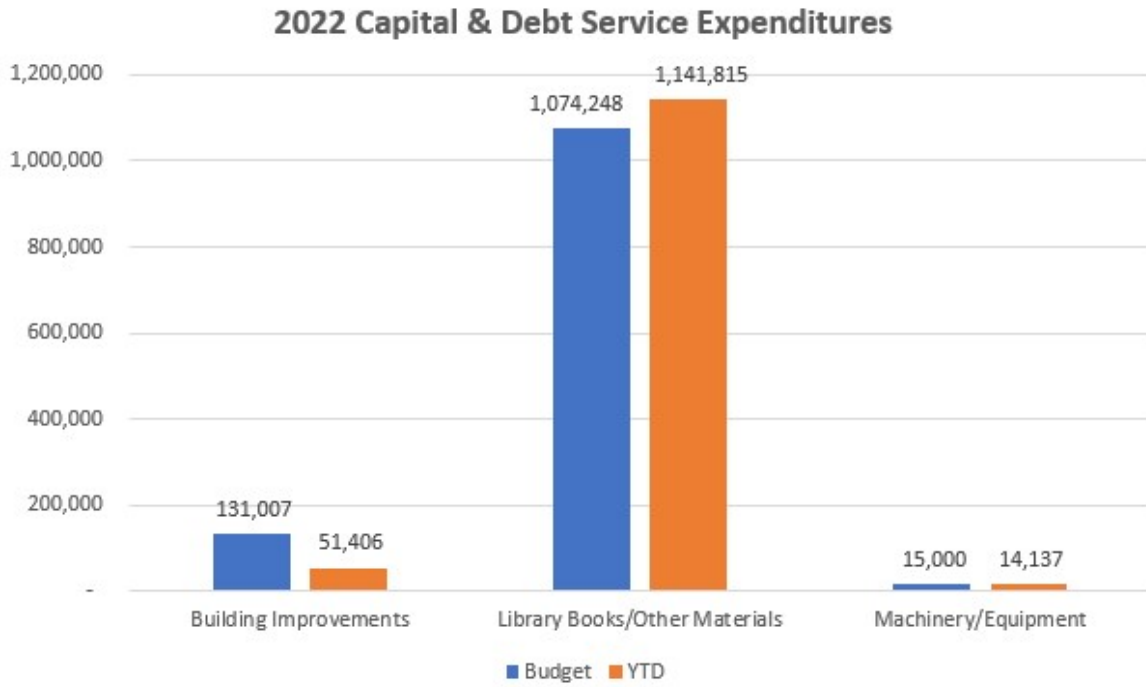
**Interfund Charges**

**2022 Interfund Charges - Total: \$221,896  
(Budget \$229,128)**





**Capital & Debt Service Expenditures**



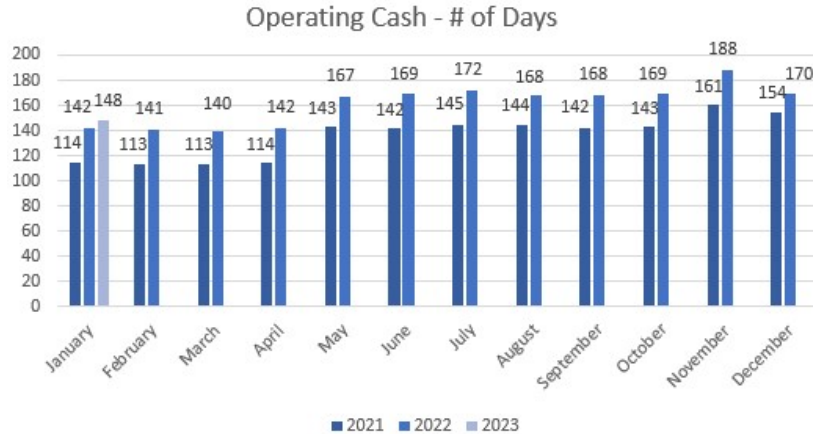
# FINANCIAL UPDATE – FEBRUARY 21, 2023

## Library Operations – January 2023

Nicole Edwards

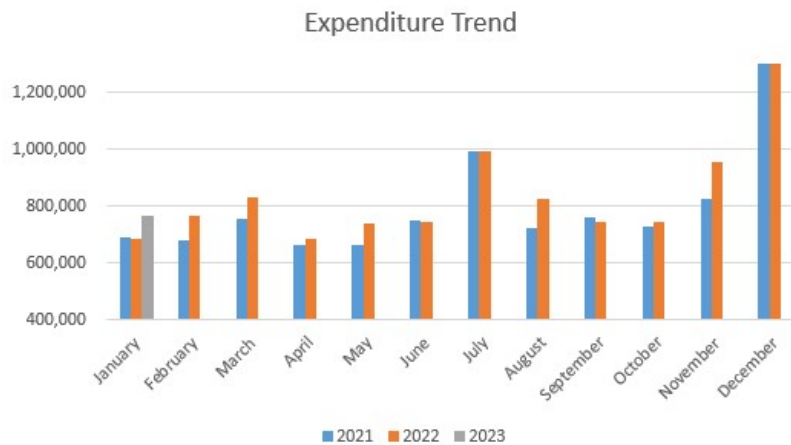
### Cash & Investments Trend

The Library closed the month of January with the ability to pay 148 days of operating costs. Our cash and investment balance is \$6,283,483, this includes reserve for capital in the amount of \$1,231,909 and is net of \$273,923 in encumbrances.



### Expenditure Trend

January expenditures totaled \$764,958 and \$475,681 (62%) of that amount was for personnel costs which is net of the period thirteen (13) adjustment. Our annual insurance premiums were paid in full in the amount of \$108,219, and our capital books and materials costs totaled \$160,681.



### Business Office News

- Alongside the City, we are still in the process of completing year-end Accounting tasks for 2022.
- This month our Accountant, Minnie Huang, and Community Technology Coordinator, Colin Stuart, have begun the process of tagging assets at the Indian Trail and South Hill branches.

# BOND FUND UPDATE – FEBRUARY 21, 2023

Penny Brown CPA

Contracts executed under increased threshold authority (\$45,000 up to \$250,000).

- None in December 2022 or January 2023

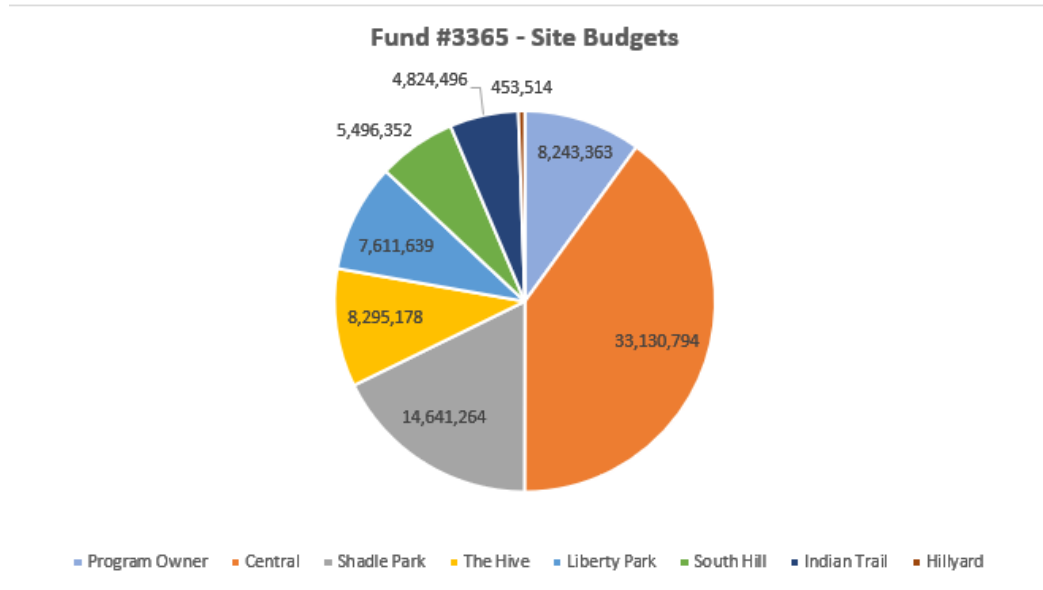
## 2022 ENCUMBRANCE CARRY-FORWARD TO 2023 - \$3,367,246

We had \$3,367,246 in financial commitments (encumbrances) in the form of a contract or purchase order at the end of the year 2022. This carry-over amount will be added to the 2023 adopted budget to allow for payout of these prior year obligations. *A complete listing is at the end of this bond update document beginning on page 4.*

## FUND #3365 – SITE BUDGETS AT YEAR-END 2022

The site budgets totaled \$82,696,600 at the close of 2022. That amount consists of the following.

|                        |              |
|------------------------|--------------|
| Original Proceeds      | \$77,000,000 |
| Interest Earnings      | 5,055,130    |
| Transfers-In from City | 400,675      |
| e-rate Reimbursement   | 240,795      |



|               |               |
|---------------|---------------|
| Program Owner | 8,243,363     |
| Central       | 33,130,794    |
| Shadle Park   | 14,641,264    |
| The Hive      | 8,295,178     |
| Liberty Park  | 7,611,639     |
| South Hill    | 5,496,352     |
| Indian Trail  | 4,824,496     |
| Hillyard      | 453,514       |
|               | \$ 82,696,600 |

**FUND #3365 - UTGO CAPITAL BOND FUND**

**Site Expenditures**

For the periods December 2018 through December 2022

|                                | Budget               | PMO                 | Central              | South Hill          | Shadle               | Hillyard          | Liberty Park        | Indian Trail        | The Hive            | Encumbrance         | Budget Remaining    |
|--------------------------------|----------------------|---------------------|----------------------|---------------------|----------------------|-------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| <b>EXPENDITURES</b>            |                      |                     |                      |                     |                      |                   |                     |                     |                     |                     |                     |
| BUILDING CONSTRUCTION          | \$ 55,826,699        |                     | \$ 25,479,761        | \$ 3,013,662        | \$ 11,166,152        | \$ 23,413         | \$ 4,962,635        | \$ 2,789,098        | \$ 6,483,905        | \$ 1,098,519        | 809,554             |
| OTHER IMPROVEMENTS-Signage     | 1,051,826            |                     | 291,111              | 61,769              | 127,739              | 45,151            | 96,436              | 63,618              | 153,685             | 196,239             | 16,078              |
| CHILDREN'S AREAS               | 1,572,216            | 6,097               | 419,425              | 151,965             | 333,439              | 243,293           | 257,531             | 160,466             |                     |                     | -                   |
| PUBLIC ART                     | 503,971              |                     | 155,208              |                     | 102,139              | 4,388             | 110,439             | 1,346               | 8,610               | 10,585              | 111,256             |
| FURNITURE/FIXTURES/SHELVING    | 6,193,699            |                     | 2,140,535            | 99,117              | 902,736              |                   | 509,479             | 328,290             | 489,376             | 1,500,894           | 223,272             |
| LAB EQUIPMENT - Video Lab      | 27,509               |                     | 27,509               |                     |                      |                   |                     |                     |                     |                     | -                   |
| BOOKS & MATERIALS              | 2,000,000            | 1,591,371           |                      |                     |                      |                   |                     |                     |                     |                     | 408,629             |
| COMPUTER/MICRO EQUIPMENT       | 1,321,899            | 952,191             |                      |                     |                      |                   |                     |                     |                     | 169,493             | 200,215             |
| DATA PROCESSING EQUIP          | 2,135,294            | 1,776,672           |                      |                     |                      |                   |                     |                     |                     | 64,315              | 294,307             |
| TV'S/AUDIO VISUAL - Studio     | 175,078              |                     | 175,078              |                     |                      |                   |                     |                     |                     |                     | -                   |
| CONSTR. FIXED ASSETS           | 540,000              | 7,325               |                      |                     |                      |                   |                     |                     |                     | 36,192              | 496,483             |
| OTHER CAPITALIZED COSTS        | 521,527              |                     | 138,053              | 13,422              | 165,009              |                   | 114,265             | 19,729              | 71,049              |                     | -                   |
| CONSTRUCTION PROFESSIONAL SVCS | 2,514,269            | 448,063             | 668,097              | 100,982             | 354,623              | 21,577            | 315,759             | 102,948             | 286,951             | 186,650             | 28,619              |
| CONSULTANT SVCS                | 524,507              |                     | 196,639              | 43,582              | 90,259               |                   | 66,729              | 44,983              | 72,631              | 9,684               | -                   |
| ARCHITECT & ENGINEERING SVCS   | 6,679,543            | 641,528             | 2,677,644            | 295,121             | 1,257,898            | 77,723            | 734,522             | 200,162             | 641,147             | 94,675              | 59,123              |
| LABOR COSTS TO CAPITAL         | 10,018               | 10,018              |                      |                     |                      |                   |                     |                     |                     |                     | -                   |
| LABOR OH COSTS TO CAPITAL      | 9,176                | 9,176               |                      |                     |                      |                   |                     |                     |                     |                     | -                   |
| RESERVE FOR CAPITAL RISK CONT  | 90,894               |                     |                      |                     |                      |                   |                     |                     |                     |                     | 90,894              |
| ISSUANCE COSTS                 | 732,569              | 732,569             |                      |                     |                      |                   |                     |                     |                     |                     | -                   |
| OPERATING TRANSFER OUT         | 265,906              | 5,906               |                      |                     |                      |                   | 260,000             |                     |                     |                     | -                   |
| <b>TOTAL EXPENDITURES</b>      | <b>\$ 82,696,600</b> | <b>\$ 6,180,916</b> | <b>\$ 32,369,060</b> | <b>\$ 3,779,620</b> | <b>\$ 14,499,994</b> | <b>\$ 415,545</b> | <b>\$ 7,427,795</b> | <b>\$ 3,710,640</b> | <b>\$ 8,207,354</b> | <b>\$ 3,367,246</b> | <b>\$ 2,738,430</b> |

Original Proceeds                      \$77,000,000  
 Interest Earnings                      5,055,130  
 Transfers-In from City                400,675  
 e-rate Reimbursement                240,795



The financial snapshot above represents our expenditures to-date by site. **We ended 2022 with a remaining budget of \$2,738,430 available to be spent in 2023, our fifth and final year.**

With the exception of the e-rate reimbursement, our bond proceeds, transfers-in from City and interest earnings must be fully spent and/or encumbered by the end of 2023.

If the funds can not be spent and/or encumbered prior to the end of 2023 they will need to be transferred to the Debt Service Fund to pay down the debt related to the sale of the bonds in late 2018.

## WHAT IS AHEAD IN 2023?

We will continue to manage our active public works projects.

| PUBLIC WORKS PROJECTS (2019 THROUGH DECEMBER 2022) |           |           |                  |           |
|--|-----------|-----------|------------------|-----------|
|  | TOTAL     | ACTIVE    | SENT FOR CLOSURE | CLOSED    |
| Central  | 4         | 3         | 1                |           |
| The Hive   | 6         | 3         | 1                | 2         |
| Liberty Park                                       | 10        | 4         | 1                | 5         |
| Shadle Park  | 12        | 4         | 1                | 7         |
| Hillyard   | 4         | 2         | 1                | 1         |
| Indian Trail                                       | 4         | 4         |                  |           |
| South Hill   | 4         | 4         |                  |           |
| Serves all Branches                                | 2         | 2         |                  |           |
| <b>TOTAL</b>                                       | <b>46</b> | <b>26</b> | <b>5</b>         | <b>15</b> |

We will also concentrate on the following:

- Finalize the Central, South Hill and Indian Trail construction projects.
- Wrap up minor work at Liberty Park and The Hive.
- Complete the procurement of public art.
- **Install the four 24/7 kiosks.**

|                                |                  |                |                |                | PENDING ISSUES: |          | Lights        | Swale         |                  |   |
|--------------------------------|------------------|----------------|----------------|----------------|-----------------|----------|---------------|---------------|------------------|---|
|                                | PMO              | CENTRAL        | SOUTH HILL     | INDIAN TRAIL   | SHADLE          | HILLYARD | LIBERTY       | HIVE          | TOTAL            |   |
| <b>REMAINING BUDGET</b>        |                  |                |                |                |                 |          |               |               |                  |   |
| BUILDING CONSTRUCTION          |                  | 268,094        | 192,828        | 248,632        | -               | -        | 50,000        | 50,000        | 809,554          |   |
| OTHER IMPROVEMENTS-Signage     |                  | 7,548          | 4,265          | 4,265          | -               | -        | -             | -             | 16,078           |   |
| PUBLIC ART                     | 111,256          | -              | -              | -              | -               | -        | -             | -             | 111,256          |   |
| FURNITURE/FIXTURES/SHELVING    | 66,958           | 66,640         | 86,607         | 3,067          | -               | -        | -             | -             | 223,272          |   |
| BOOKS & MATERIALS              | 408,629          |                |                |                |                 |          |               |               | 408,629          |   |
| COMPUTER/MICRO EQUIPMENT       | 200,215          |                |                |                |                 |          |               |               | 200,215          | } \$ 991,005                                    |
| DATA PROCESSING EQUIP          | 294,307          |                |                |                |                 |          |               |               | 294,307          |   |
| CONSTR. OF FIXED ASSETS        | 496,483          |                |                |                |                 |          |               |               | 496,483          |   |
| CONSTRUCTION PROFESSIONAL SVCS | 1,316            | 21,610         | 743            | 4,950          | -               | -        | -             | -             | 28,619           |   |
| A&E SVCS                       | 9,834            | 10,826         | 18,367         | 20,096         | -               | -        | -             | -             | 59,123           |   |
| RESERVE FOR RISK CONT          | 90,894           | -              | -              | -              | -               | -        | -             | -             | 90,894           |   |
| <b>TOTAL REMAINING BUDGET</b>  | <b>1,679,893</b> | <b>374,718</b> | <b>302,810</b> | <b>281,010</b> | <b>-</b>        | <b>-</b> | <b>50,000</b> | <b>50,000</b> | <b>2,738,430</b> |   |
|                                |                  |                |                |                |                 |          |               |               |                  |   |
|                                |                  |                |                |                |                 |          |               |               |                  | Interest earned and not yet brought into budget |
|                                |                  |                |                |                |                 |          |               |               |                  | 584,088   |
|                                |                  |                |                |                |                 |          |               |               |                  | <b>Available for kiosk installations</b>        |
|                                |                  |                |                |                |                 |          |               |               |                  | <b>\$ 1,575,093</b>                             |

**Encumbrance Carryforward to 2023 (Bond Fund #3365)**

| FMS ACCOUNT NUMBER |       |       |       |        | Supplier | P.O. VOUCHER/CONTRACT          | DOUMENT |              |            |            |                   |
|--------------------|-------|-------|-------|--------|----------|--------------------------------|---------|--------------|------------|------------|-------------------|
| Dept               | Prog  | Func  | Type  | Detail | Number   | Supplier/Contractor Name       | Type    | Number       | Date       | Balance    | Carry over Amount |
| 3365               | 56100 | 94000 | 56409 | 49110  | 038920   | AVIDEX INDUSTRIES LLC          | DO      | 000534505000 | 7/28/2022  | 52,644.91  | 52,644.91         |
| 3365               | 56100 | 94000 | 56409 | 49110  | 038920   | AVIDEX INDUSTRIES LLC          | DO      | 000534506000 | 7/28/2022  | 75,390.54  | 75,390.54         |
| 3365               | 56100 | 94000 | 56409 | 49110  | 038920   | AVIDEX INDUSTRIES LLC          | DO      | 000534507000 | 7/28/2022  | 41,457.57  | 41,457.57         |
| 3365               | 56100 | 94000 | 56410 | 49110  | 049262   | MK SOLUTIONS INC               | SC      | 2020-L015000 | 1/10/2023  | 64,314.84  | 64,314.84         |
| 3365               | 56100 | 94000 | 56501 | 49111  | 046915   | GROUP 4 ARCHITECTURE,RESEARCH  | SC      | 2019-LC03000 | 12/27/2022 | 22,002.00  | 22,002.00         |
| 3365               | 56100 | 94000 | 56501 | 49112  | 046915   | GROUP 4 ARCHITECTURE,RESEARCH  | SC      | 2019-LC03000 | 12/27/2022 | 4,730.00   | 4,730.00          |
| 3365               | 56100 | 94000 | 56501 | 49113  | 046915   | GROUP 4 ARCHITECTURE,RESEARCH  | SC      | 2019-LC03000 | 12/27/2022 | 4,730.00   | 4,730.00          |
| 3365               | 56100 | 94000 | 56501 | 49114  | 046915   | GROUP 4 ARCHITECTURE,RESEARCH  | SC      | 2019-LC03000 | 12/27/2022 | 4,730.00   | 4,730.00          |
| 3365               | 56100 | 94000 | 56520 | 49110  | 047287   | HILL INTERNATIONAL, INC        | SC      | 2019-L006000 | 10/19/2022 | 64,812.70  | 64,812.70         |
| 3365               | 56100 | 94000 | 56522 | 49110  | 046915   | GROUP 4 ARCHITECTURE,RESEARCH  | SC      | 2019-LC03000 | 12/27/2022 | 47,744.55  | 47,744.55         |
| 3365               | 56101 | 94000 | 56202 | 49101  | 040991   | WALKER CONSTRUCTION INC        | SC      | 2019-LB04000 | 12/23/2022 | 109,207.16 | 109,207.16        |
| 3365               | 56101 | 94000 | 56202 | 49101  | 046020   | ZERO DB COMMUNICATIONS LLC     | SC      | 2021-0649000 | 11/3/2022  | 8,336.32   | 0.00              |
| 3365               | 56101 | 94000 | 56202 | 49101  | 049620   | BELLINGHAM LOCK & SAFE INC     | SC      | 2021-L027000 | 6/1/2022   | 4,616.12   | 4,616.12          |
| 3365               | 56101 | 94000 | 56301 | 49101  | 047542   | HELVETICKA INC                 | SC      | 2021-L022000 | 1/10/2023  | 528.76     | 528.76            |
| 3365               | 56101 | 94000 | 56301 | 49101  | 047542   | HELVETICKA INC                 | SC      | 2021-L023000 | 12/6/2022  | 46,237.56  | 46,237.56         |
| 3365               | 56101 | 94000 | 56315 | 49101  | 045288   | SPOKANE ARTS FUND              | SC      | 2020-LC21000 | 7/19/2022  | 5,224.48   | 5,224.48          |
| 3365               | 56101 | 94000 | 56401 | 49101  | 024870   | OPENSQUARE                     | DO      | 000533805000 | 2/16/2022  | 35.47      | 35.47             |
| 3365               | 56101 | 94000 | 56401 | 49101  | 024870   | OPENSQUARE                     | DO      | 000533806000 | 2/16/2022  | 242        | 242               |
| 3365               | 56101 | 94000 | 56401 | 49101  | 024870   | OPENSQUARE                     | DO      | 000533807000 | 2/16/2022  | 714.2      | 714.2             |
| 3365               | 56101 | 94000 | 56401 | 49101  | 024870   | OPENSQUARE                     | DO      | 000533808000 | 2/16/2022  | 4,238.96   | 4,238.96          |
| 3365               | 56101 | 94000 | 56401 | 49101  | 046965   | KING COUNTY DIRECTORS ASSN     | DO      | 000533851000 | 2/22/2022  | 1,281.86   | 1,281.86          |
| 3365               | 56101 | 94000 | 56401 | 49101  | 046965   | KING COUNTY DIRECTORS ASSN     | DO      | 000534067000 | 4/19/2022  | 135.35     | 135.35            |
| 3365               | 56101 | 94000 | 56401 | 49101  | 028786   | TECHNICAL FURNITURE SYSTEMS    | DO      | 000534189000 | 5/19/2022  | 131.53     | 131.53            |
| 3365               | 56101 | 94000 | 56401 | 49101  | 024870   | OPENSQUARE                     | DO      | 000534493000 | 7/26/2022  | 80.09      | 80.09             |
| 3365               | 56101 | 94000 | 56401 | 49101  | 024870   | OPENSQUARE                     | DO      | 000534822000 | 10/6/2022  | 99.59      | 99.59             |
| 3365               | 56101 | 94000 | 56401 | 49101  | 024870   | OPENSQUARE                     | DO      | 000534888000 | 10/18/2022 | 11,237.30  | 11,237.30         |
| 3365               | 56101 | 94000 | 56401 | 49101  | 024870   | OPENSQUARE                     | DO      | 000534889000 | 10/18/2022 | 3,188.12   | 3,188.12          |
| 3365               | 56101 | 94000 | 56401 | 49101  | 024870   | OPENSQUARE                     | DO      | 000534995000 | 11/9/2022  | 31,339.30  | 31,339.30         |
| 3365               | 56101 | 94000 | 56401 | 49101  | 024870   | OPENSQUARE                     | DO      | 000534996000 | 11/9/2022  | 10,749.23  | 10,749.23         |
| 3365               | 56101 | 94000 | 56401 | 49101  | 024870   | OPENSQUARE                     | DO      | 000535000000 | 11/9/2022  | 362.54     | 362.54            |
| 3365               | 56101 | 94000 | 56401 | 49101  | 024870   | OPENSQUARE                     | DO      | 000535079000 | 12/2/2022  | 9,920.54   | 9,920.54          |
| 3365               | 56101 | 94000 | 56401 | 49101  | 024870   | OPENSQUARE                     | DO      | 000535080000 | 12/2/2022  | 10,280.51  | 10,280.51         |
| 3365               | 56101 | 94000 | 56401 | 99999  | 028786   | TECHNICAL FURNITURE SYSTEMS    | DO      | 000532906000 | 7/2/2021   | 11,490.68  | 11,490.68         |
| 3365               | 56101 | 94000 | 56401 | 99999  | 046965   | KING COUNTY DIRECTORS ASSN     | DO      | 000532933000 | 7/12/2021  | 11,844.49  | 11,844.49         |
| 3365               | 56101 | 94000 | 56401 | 99999  | 046965   | KING COUNTY DIRECTORS ASSN     | DO      | 000533525000 | 12/9/2021  | 87.13      | 87.13             |
| 3365               | 56101 | 94000 | 56401 | 99999  | 024870   | OPENSQUARE                     | DO      | 000533804000 | 2/16/2022  | 18,554.93  | 18,554.93         |
| 3365               | 56101 | 94000 | 56520 | 49101  | 047287   | HILL INTERNATIONAL, INC        | SC      | 2019-L006000 | 10/19/2022 | 85,040.50  | 85,040.50         |
| 3365               | 56101 | 94000 | 56522 | 49101  | 046915   | GROUP 4 ARCHITECTURE,RESEARCH  | SC      | 2019-LC03000 | 12/27/2022 | 10,144.48  | 10,144.48         |
| 3365               | 56102 | 94000 | 56202 | 49102  | 049620   | BELLINGHAM LOCK & SAFE INC     | SC      | 2021-L027000 | 6/1/2022   | 1,147.40   | 1,147.40          |
| 3365               | 56102 | 94000 | 56202 | 49102  | 049153   | MERIDIAN CONSTRUCTION INC      | SC      | 2022-L029000 | 12/27/2022 | 448,167.16 | 448,167.16        |
| 3365               | 56102 | 94000 | 56301 | 49102  | 047542   | HELVETICKA INC                 | SC      | 2021-L022000 | 1/10/2023  | 8,546.54   | 8,546.54          |
| 3365               | 56102 | 94000 | 56301 | 49102  | 047542   | HELVETICKA INC                 | SC      | 2021-L023000 | 1/10/2023  | 31,318.68  | 31,318.68         |
| 3365               | 56102 | 94000 | 56315 | 49102  | 045288   | SPOKANE ARTS FUND              | SC      | 2020-LC21000 | 7/19/2022  | 2,000.00   | 2,000.00          |
| 3365               | 56102 | 94000 | 56401 | 49102  | 049961   | GN ASSOCIATES INC              | DO      | 000534130000 | 5/3/2022   | 31,094.65  | 31,094.65         |
| 3365               | 56102 | 94000 | 56401 | 49102  | 046965   | KING COUNTY DIRECTORS ASSN     | DO      | 000534338000 | 6/22/2022  | 225,532.59 | 225,532.59        |
| 3365               | 56102 | 94000 | 56401 | 49102  | 035771   | CONTRACT DESIGN ASSOCIATES INC | DO      | 000534341000 | 6/22/2022  | 218        | 218               |
| 3365               | 56102 | 94000 | 56401 | 49102  | 035771   | CONTRACT DESIGN ASSOCIATES INC | DO      | 000534343000 | 6/22/2022  | 7,162.70   | 7,162.70          |
| 3365               | 56102 | 94000 | 56401 | 49102  | 035771   | CONTRACT DESIGN ASSOCIATES INC | DO      | 000534346000 | 6/22/2022  | 182.57     | 182.57            |
| 3365               | 56102 | 94000 | 56401 | 49102  | 035771   | CONTRACT DESIGN ASSOCIATES INC | DO      | 000534348000 | 6/22/2022  | 893.8      | 893.8             |
| 3365               | 56102 | 94000 | 56401 | 49102  | 035771   | CONTRACT DESIGN ASSOCIATES INC | DO      | 000534349000 | 6/22/2022  | 5,842.40   | 5,842.40          |
| 3365               | 56102 | 94000 | 56401 | 49102  | 024870   | OPENSQUARE                     | DO      | 000534355000 | 6/23/2022  | 181,401.43 | 181,401.43        |
| 3365               | 56102 | 94000 | 56401 | 49102  | 035771   | CONTRACT DESIGN ASSOCIATES INC | DO      | 000534379000 | 6/29/2022  | 848.02     | 848.02            |
| 3365               | 56102 | 94000 | 56401 | 49102  | 035771   | CONTRACT DESIGN ASSOCIATES INC | DO      | 000534398000 | 7/5/2022   | 3,558.14   | 3,558.14          |
| 3365               | 56102 | 94000 | 56401 | 49102  | 024870   | OPENSQUARE                     | DO      | 000534425000 | 7/12/2022  | 3,791.60   | 3,791.60          |
| 3365               | 56102 | 94000 | 56401 | 49102  | 024870   | OPENSQUARE                     | DO      | 000534427000 | 7/12/2022  | 3,512.76   | 3,512.76          |
| 3365               | 56102 | 94000 | 56401 | 49102  | 046965   | KING COUNTY DIRECTORS ASSN     | DO      | 000534464000 | 7/19/2022  | 3,833.53   | 3,833.53          |
| 3365               | 56102 | 94000 | 56401 | 49102  | 024870   | OPENSQUARE                     | DO      | 000534499000 | 7/26/2022  | 8,851.62   | 8,851.62          |
| 3365               | 56102 | 94000 | 56401 | 49102  | 047230   | DIVERSIFICATION INC            | DO      | 000534502000 | 7/27/2022  | 258,573.17 | 258,573.17        |
| 3365               | 56102 | 94000 | 56401 | 49102  | 049741   | OPTO INTERMEDIATE HOLDCO INC   | DO      | 000534523000 | 7/31/2022  | 75,328.11  | 75,328.11         |
| 3365               | 56102 | 94000 | 56401 | 49102  | 024870   | OPENSQUARE                     | DO      | 000534601000 | 8/16/2022  | 1,800.68   | 1,800.68          |
| 3365               | 56102 | 94000 | 56401 | 49102  | 024870   | OPENSQUARE                     | DO      | 000534602000 | 8/16/2022  | 3,926.49   | 3,926.49          |
| 3365               | 56102 | 94000 | 56401 | 49102  | 024870   | OPENSQUARE                     | DO      | 000534742000 | 9/13/2022  | 12,129.69  | 12,129.69         |
| 3365               | 56102 | 94000 | 56401 | 49102  | 024870   | OPENSQUARE                     | DO      | 000534743000 | 9/13/2022  | 57,622.10  | 57,622.10         |
| 3365               | 56102 | 94000 | 56520 | 49102  | 047287   | HILL INTERNATIONAL, INC        | SC      | 2019-L006000 | 10/19/2022 | 10,276.10  | 10,276.10         |
| 3365               | 56102 | 94000 | 56521 | 49102  | 049960   | NRG EDGE CONSULTING LLC        | DO      | 000533626000 | 1/5/2022   | 700        | 0                 |
| 3365               | 56102 | 94000 | 56521 | 49102  | 048568   | ADVANCED RADON TECHNOLOGIES IN | DO      | 000534133000 | 5/4/2022   | 100        | 100               |
| 3365               | 56102 | 94000 | 56521 | 49102  | 040880   | MCKINSTRY ESSENTIAL LLC        | SC      | 2020-L016000 | 5/31/2022  | 4,100.00   | 4,100.00          |
| 3365               | 56102 | 94000 | 56521 | 49102  | 028113   | STRATA GEOTECHNICAL ENGINEERIN | SC      | 2020-LC12000 | 11/9/2022  | 1,799.50   | 1,799.50          |
| 3365               | 56102 | 94000 | 56522 | 49102  | 046915   | GROUP 4 ARCHITECTURE,RESEARCH  | SC      | 2019-LC03000 | 12/27/2022 | 20,363.88  | 20,363.88         |
| 3365               | 56103 | 94000 | 56202 | 99999  | 022676   | GARCO CONSTRUCTION INC         | DO      | 000534980000 | 11/4/2022  | 73,145.54  | 73,145.54         |
| 3365               | 56103 | 94000 | 56202 | 99999  | 048737   | TRM SERVICES INC               | DO      | 000535064000 | 11/29/2022 | 4,812.35   | 0.00              |
| 3365               | 56103 | 94000 | 56202 | 99999  | 038514   | BLIND SYSTEMS INC              | DO      | 000535152000 | 12/20/2022 | 13,000.43  | 13,000.43         |
| 3365               | 56103 | 94000 | 56202 | 99999  | 049620   | BELLINGHAM LOCK & SAFE INC     | SC      | 2021-L027000 | 6/1/2022   | 1,786.86   | 1,786.86          |

|      |       |       |       |       |        |                                |    |              |            |            |            |
|------|-------|-------|-------|-------|--------|--------------------------------|----|--------------|------------|------------|------------|
| 3365 | 56103 | 94000 | 56301 | 99999 | 047542 | HELVETICKA INC                 | SC | 2021-L022000 | 1/10/2023  | 549.77     | 549.77     |
| 3365 | 56103 | 94000 | 56301 | 99999 | 047542 | HELVETICKA INC                 | SC | 2021-L023000 | 12/6/2022  | 39,698.85  | 39,698.85  |
| 3365 | 56103 | 94000 | 56315 | 99999 | 045288 | SPOKANE ARTS FUND              | SC | 2020-LC21000 | 7/19/2022  | 612.23     | 612.23     |
| 3365 | 56103 | 94000 | 56401 | 99999 | 046965 | KING COUNTY DIRECTORS ASSN     | DO | 000532936000 | 7/12/2021  | 6,122.74   | 6,122.74   |
| 3365 | 56103 | 94000 | 56401 | 99999 | 046965 | KING COUNTY DIRECTORS ASSN     | DO | 000533802000 | 2/15/2022  | 950.29     | 950.29     |
| 3365 | 56103 | 94000 | 56401 | 99999 | 046965 | KING COUNTY DIRECTORS ASSN     | DO | 000534652000 | 8/25/2022  | 85.9       | 85.9       |
| 3365 | 56103 | 94000 | 56520 | 99999 | 047287 | HILL INTERNATIONAL, INC        | SC | 2019-L006000 | 10/19/2022 | 4,796.68   | 4,796.68   |
| 3365 | 56103 | 94000 | 56522 | 99999 | 046915 | GROUP 4 ARCHITECTURE,RESEARCH  | SC | 2019-LC03000 | 12/27/2022 | 519.48     | 519.48     |
| 3365 | 56104 | 94000 | 56202 | 99999 | 049620 | BELLINGHAM LOCK & SAFE INC     | SC | 2021-L027000 | 6/1/2022   | 1,324.56   | 1,324.56   |
| 3365 | 56104 | 94000 | 56301 | 99999 | 047542 | HELVETICKA INC                 | SC | 2021-L022000 | 1/10/2023  | 508.76     | 508.76     |
| 3365 | 56104 | 94000 | 56301 | 99999 | 047542 | HELVETICKA INC                 | SC | 2021-L023000 | 12/6/2022  | 8,495.95   | 8,495.95   |
| 3365 | 56104 | 94000 | 56401 | 99999 | 028786 | TECHNICAL FURNITURE SYSTEMS    | DO | 000532906000 | 7/2/2021   | 7,551.78   | 7,551.78   |
| 3365 | 56104 | 94000 | 56401 | 99999 | 046965 | KING COUNTY DIRECTORS ASSN     | DO | 000532934000 | 7/12/2021  | 16,581.18  | 16,581.18  |
| 3365 | 56104 | 94000 | 56401 | 99999 | 046965 | KING COUNTY DIRECTORS ASSN     | DO | 000533815000 | 2/17/2022  | 1,697.51   | 1,697.51   |
| 3365 | 56104 | 94000 | 56401 | 99999 | 028786 | TECHNICAL FURNITURE SYSTEMS    | DO | 000534189000 | 5/19/2022  | 142.11     | 142.11     |
| 3365 | 56104 | 94000 | 56401 | 99999 | 028786 | TECHNICAL FURNITURE SYSTEMS    | DO | 000534645000 | 8/24/2022  | 166.18     | 166.18     |
| 3365 | 56104 | 94000 | 56520 | 99999 | 047287 | HILL INTERNATIONAL, INC        | SC | 2019-L006000 | 10/19/2022 | 1,499.76   | 1,499.76   |
| 3365 | 56105 | 94000 | 56202 | 99999 | 042295 | LEONE & KEEBLE, INC            | DO | 000534916000 | 10/24/2022 | 74,647.56  | 74,647.56  |
| 3365 | 56105 | 94000 | 56202 | 99999 | 048737 | TRM SERVICES INC               | DO | 000534962000 | 11/2/2022  | 13,779.12  | 13,779.12  |
| 3365 | 56105 | 94000 | 56202 | 99999 | 038514 | BLIND SYSTEMS INC              | DO | 000535153000 | 12/20/2022 | 1,395.20   | 1,395.20   |
| 3365 | 56105 | 94000 | 56202 | 99999 | 042295 | LEONE & KEEBLE, INC            | SC | 2020-L018000 | 11/29/2022 | 0.01       | 0.01       |
| 3365 | 56105 | 94000 | 56202 | 99999 | 049620 | BELLINGHAM LOCK & SAFE INC     | SC | 2021-L027000 | 6/1/2022   | 1,097.75   | 1,097.75   |
| 3365 | 56105 | 94000 | 56301 | 99999 | 047542 | HELVETICKA INC                 | SC | 2021-L022000 | 1/10/2023  | 548.01     | 548.01     |
| 3365 | 56105 | 94000 | 56301 | 99999 | 047542 | HELVETICKA INC                 | SC | 2021-L023000 | 12/6/2022  | 21,567.33  | 21,567.33  |
| 3365 | 56105 | 94000 | 56313 | 99999 | 047542 | HELVETICKA INC                 | SC | 2021-L023000 | 12/6/2022  | 1.2        | 1.2        |
| 3365 | 56105 | 94000 | 56315 | 99999 | 045288 | SPOKANE ARTS FUND              | SC | 2020-LC21000 | 7/19/2022  | 748.29     | 748.29     |
| 3365 | 56105 | 94000 | 56401 | 99999 | 046965 | KING COUNTY DIRECTORS ASSN     | DO | 000533816000 | 2/17/2022  | 4,185.71   | 4,185.71   |
| 3365 | 56105 | 94000 | 56401 | 99999 | 024870 | OPENSQUARE                     | DO | 000534890000 | 10/18/2022 | 6,660.16   | 0          |
| 3365 | 56105 | 94000 | 56401 | 99999 | 024870 | OPENSQUARE                     | DO | 000535081000 | 12/2/2022  | 7,326.99   | 7326.99    |
| 3365 | 56105 | 94000 | 56401 | 99999 | 024870 | OPENSQUARE                     | RR | 000534890001 | 1/6/2023   | -6,660.16  | 0          |
| 3365 | 56105 | 94000 | 56520 | 99999 | 047287 | HILL INTERNATIONAL, INC        | SC | 2019-L006000 | 10/19/2022 | 8,027.34   | 8,027.34   |
| 3365 | 56105 | 94000 | 56522 | 99999 | 046915 | GROUP 4 ARCHITECTURE,RESEARCH  | SC | 2019-LC03000 | 12/27/2022 | 519.48     | 519.48     |
| 3365 | 56106 | 94000 | 56202 | 49106 | 049620 | BELLINGHAM LOCK & SAFE INC     | SC | 2021-L027000 | 6/1/2022   | 3,563.99   | 3,563.99   |
| 3365 | 56106 | 94000 | 56202 | 49106 | 049153 | MERIDIAN CONSTRUCTION INC      | SC | 2022-L028000 | 12/23/2022 | 343,030.08 | 343,030.08 |
| 3365 | 56106 | 94000 | 56301 | 49106 | 047542 | HELVETICKA INC                 | SC | 2021-L022000 | 1/10/2023  | 8,546.54   | 8,546.54   |
| 3365 | 56106 | 94000 | 56301 | 49106 | 047542 | HELVETICKA INC                 | SC | 2021-L023000 | 1/10/2023  | 28,000.22  | 28,000.22  |
| 3365 | 56106 | 94000 | 56315 | 49106 | 045288 | SPOKANE ARTS FUND              | SC | 2020-LC21000 | 7/19/2022  | 2,000.00   | 2,000.00   |
| 3365 | 56106 | 94000 | 56401 | 49106 | 049961 | GN ASSOCIATES INC              | DO | 000534131000 | 5/3/2022   | 19,434.16  | 19,434.16  |
| 3365 | 56106 | 94000 | 56401 | 49106 | 046965 | KING COUNTY DIRECTORS ASSN     | DO | 000534351000 | 6/23/2022  | 7,063.89   | 7,063.89   |
| 3365 | 56106 | 94000 | 56401 | 49106 | 024870 | OPENSQUARE                     | DO | 000534356000 | 6/23/2022  | 96,407.12  | 96,407.12  |
| 3365 | 56106 | 94000 | 56401 | 49106 | 035771 | CONTRACT DESIGN ASSOCIATES INC | DO | 000534378000 | 6/29/2022  | 15,129.81  | 15,129.81  |
| 3365 | 56106 | 94000 | 56401 | 49106 | 024870 | OPENSQUARE                     | DO | 000534428000 | 7/12/2022  | 2,304.64   | 2,304.64   |
| 3365 | 56106 | 94000 | 56401 | 49106 | 046965 | KING COUNTY DIRECTORS ASSN     | DO | 000534464000 | 7/19/2022  | 3,833.53   | 3,833.53   |
| 3365 | 56106 | 94000 | 56401 | 49106 | 047230 | DIVERSIFICATION INC            | DO | 000534501000 | 7/27/2022  | 219,470.66 | 219,470.66 |
| 3365 | 56106 | 94000 | 56401 | 49106 | 024870 | OPENSQUARE                     | DO | 000534599000 | 8/16/2022  | 95.9       | 95.9       |
| 3365 | 56106 | 94000 | 56401 | 49106 | 024870 | OPENSQUARE                     | DO | 000534600000 | 8/16/2022  | 3,370.75   | 309.24     |
| 3365 | 56106 | 94000 | 56401 | 49106 | 024870 | OPENSQUARE                     | DO | 000534719000 | 9/8/2022   | 13,745.09  | 1261.02    |
| 3365 | 56106 | 94000 | 56401 | 49106 | 024870 | OPENSQUARE                     | DO | 000534741000 | 9/13/2022  | 61,746.34  | 61746.34   |
| 3365 | 56106 | 94000 | 56401 | 49106 | 024870 | OPENSQUARE                     | RR | 000534600001 | 1/6/2023   | -3,061.51  | 0          |
| 3365 | 56106 | 94000 | 56401 | 49106 | 024870 | OPENSQUARE                     | RR | 000534719001 | 1/6/2023   | -12,484.07 | 0          |
| 3365 | 56106 | 94000 | 56520 | 49106 | 047287 | HILL INTERNATIONAL, INC        | SC | 2019-L006000 | 10/19/2022 | 2,100.16   | 2,100.16   |
| 3365 | 56106 | 94000 | 56521 | 49106 | 040880 | MCKINSTRY ESSENTION LLC        | SC | 2020-L016000 | 5/31/2022  | 350        | 350        |
| 3365 | 56106 | 94000 | 56521 | 49106 | 028113 | STRATA GEOTECHNICAL ENGINEERIN | SC | 2020-LC12000 | 11/9/2022  | 3,333.50   | 3,333.50   |
| 3365 | 56106 | 94000 | 56522 | 49106 | 046915 | GROUP 4 ARCHITECTURE,RESEARCH  | SC | 2019-LC03000 | 12/27/2022 | 14,865.48  | 14,865.48  |
| 3365 | 56107 | 94000 | 56202 | 99999 | 042295 | LEONE & KEEBLE, INC            | DO | 000534500000 | 7/27/2022  | 3,137.59   | 3,137.59   |
| 3365 | 56107 | 94000 | 56202 | 99999 | 042295 | LEONE & KEEBLE, INC            | DO | 000534704000 | 9/6/2022   | 142.25     | 142.25     |
| 3365 | 56107 | 94000 | 56202 | 99999 | 048737 | TRM SERVICES INC               | DO | 000534963000 | 11/2/2022  | 3,047.03   | 3,047.03   |
| 3365 | 56107 | 94000 | 56202 | 99999 | 049620 | BELLINGHAM LOCK & SAFE INC     | SC | 2021-L027000 | 6/1/2022   | 2,282.41   | 2,282.41   |
| 3365 | 56107 | 94000 | 56301 | 99999 | 047542 | HELVETICKA INC                 | SC | 2021-L022000 | 1/10/2023  | 567.45     | 567.45     |
| 3365 | 56107 | 94000 | 56301 | 99999 | 047542 | HELVETICKA INC                 | SC | 2021-L023000 | 12/6/2022  | 1,124.31   | 1,124.31   |
| 3365 | 56107 | 94000 | 56401 | 99999 | 035771 | CONTRACT DESIGN ASSOCIATES INC | DO | 000532740000 | 5/21/2021  | 3,105.73   | 3,105.73   |
| 3365 | 56107 | 94000 | 56401 | 99999 | 024870 | OPENSQUARE                     | DO | 000534927000 | 10/26/2022 | 13,802.17  | 13,802.17  |
| 3365 | 56107 | 94000 | 56520 | 99999 | 047287 | HILL INTERNATIONAL, INC        | SC | 2019-L006000 | 10/19/2022 | 10,095.98  | 10,095.98  |
| 3365 | 56107 | 94000 | 56522 | 99999 | 046915 | GROUP 4 ARCHITECTURE,RESEARCH  | SC | 2019-LC03000 | 12/27/2022 | 519.48     | 519.48     |

**3365 Total**

**3,381,093.20**      **3,367,244.53**

**SPOKANE PUBLIC LIBRARY**  
**December 2022**  
**Combined Statement of Revenue and Expenditures**  
**For the period January 1, 2022 through December 31, 2022**

|  | Budget                | YTD                   | Encumbrance       | Difference            | %           |
|--|-----------------------|-----------------------|-------------------|-----------------------|-------------|
| <b>REVENUE</b>   |                       |                       |                   |                       |             |
| TAXES  | \$ 1,838,345          | \$ 1,834,530          | \$ -              | \$ (3,815)            | 100%        |
| INTERGOVERNMENTAL REVENUES   | 50,000                | 67,177                | -                 | 17,177                | 134%        |
| CHARGES FOR SERVICES   | 74,400                | 45,243                | -                 | (29,157)              | 61%         |
| FINES & FORFEITS   | 25,000                | 10,045                | -                 | (14,955)              | 40%         |
| MISCELLANEOUS REVENUES   | 89,300                | 204,504               | -                 | 115,204               | 229%        |
| <b>TOTAL REVENUES</b>  | <b>\$ 2,077,045</b>   | <b>\$ 2,161,499</b>   | <b>\$ -</b>       | <b>\$ 84,454</b>      | <b>104%</b> |
| <b>EXPENDITURES</b>  |                       |                       |                   |                       |             |
| SALARIES & BENEFITS  | \$ 7,981,110          | \$ 7,042,450          | \$ -              | \$ 938,660            | 88%         |
| SUPPLIES   | 516,354               | 435,868               | 2,737             | 77,748                | 85%         |
| SERVICES & CHARGES   | 1,832,067             | 1,557,193             | -                 | 274,874               | 85%         |
| INTERFUND CHARGES  | 229,128               | 221,896               | -                 | 7,232                 | 97%         |
| CAPITAL OUTLAY   | 1,220,255             | 1,207,358             | 198,005           | (185,108)             | 115%        |
| <b>TOTAL EXPENDITURES</b>  | <b>\$ 11,778,914</b>  | <b>\$ 10,464,766</b>  | <b>\$ 200,742</b> | <b>\$ 1,113,406</b>   | <b>89%</b>  |
| <b>EXCESS OF REVENUES OVER<br/>(UNDER) EXPENDITURES</b>                                      | <b>\$ (9,701,869)</b> | <b>\$ (8,303,267)</b> |                   | <b>\$ (1,197,860)</b> |             |
| <b>OTHER FINANCING SOURCES (USES)</b>  |                       |                       |                   |                       |             |
| FROM GENERAL FUND  | 9,597,682             | 9,598,342             |                   | 660                   | 100%        |
|  | <b>\$ 9,597,682</b>   | <b>\$ 9,598,342</b>   | <b>\$ -</b>       | <b>\$ 660</b>         |             |
| <b>EXCESS OF REVENUES AND OTHER<br/>SOURCES OVER (UNDER)<br/>EXPENDITURES AND OTHER USES</b> | <b>\$ (104,187)</b>   | <b>\$ 1,295,075</b>   | <b>\$ 200,742</b> | <b>\$ (1,198,520)</b> |             |



**SPOKANE PUBLIC LIBRARY**  
**December 2022**  
**Revenue and Other Funding Sources**  
For the period January 1, 2022 through December 31, 2022

|  | Budget               | YTD<br>Receipts      | Unrealized<br>Revenue | %<br>Received |
|--|----------------------|----------------------|-----------------------|---------------|
| <b>REVENUE</b>                                     |                      |                      |                       |               |
| SALE OF MERCHANDISE                                | \$ 5,000             | \$ -                 | \$ 5,000              | 0%            |
| LIBRARY FINES & FEES                               | 25,000               | 10,095               | 14,905                | 40%           |
| INTEREST EARNINGS                                  | 18,300               | 89,612               | (71,312)              | 490%          |
| PARKING LOT  | 15,000               | 10,698               | 4,302                 | 71%           |
| CONTRIBUTIONS/DONATIONS                            | 30,000               | 6,337                | 23,663                | 21%           |
| INTERGOVERNMENTAL REVENUES                         | 119,400              | 122,722              | (3,322)               | 103%          |
| SALE OF SCRAP/JUNK                                 | 1,000                | 1,963                | (963)                 | 196%          |
| OTHER MISC REV                                     | 25,000               | 40,686               | (15,686)              | 163%          |
| INSURANCE RECOVERY                                 | -                    | 44,856               | (44,856)              |               |
| <b>REVENUE SUBTOTAL</b>                            | <b>\$ 238,700</b>    | <b>\$ 326,969</b>    | <b>\$ (88,269)</b>    | <b>137%</b>   |
| <b>OPERATING TRANSFERS</b>                         |                      |                      |                       |               |
| GENERAL FUND ALLOCATION                            | \$ 9,597,682         | \$ 9,598,342         | \$ (660)              | 100%          |
| GENERAL FUND LEVY LID LIFT                         | 1,838,345            | 1,834,530            | 3,815                 | 100%          |
| <b>TRANSFERS SUBTOTAL</b>                          | <b>\$ 11,436,027</b> | <b>\$ 11,432,872</b> | <b>\$ 3,155</b>       | <b>100%</b>   |
| <b>TOTAL REVENUE AND OTHER<br/>FUNDING SOURCES</b> | <b>\$ 11,674,727</b> | <b>\$ 11,759,841</b> | <b>\$ (85,114)</b>    | <b>101%</b>   |

**SPOKANE PUBLIC LIBRARY**  
**December 2022**  
**Statement of Expenditures**  
For the period January 1, 2022 through December 31, 2022

**SERVICE AREA SUMMARY**

|                           | <b>Budget</b>       | <b>YTD<br/>Expenditure</b> | <b>Encumbrance</b> | <b>Balance</b>     | <b>% Used</b> |
|---------------------------|---------------------|----------------------------|--------------------|--------------------|---------------|
| LIBRARY ADMINISTRATION    | \$ 1,378,743        | \$ 1,236,788               | \$ -               | \$ 141,955         | 90%           |
| COMMUNITY TECHNOLOGY      | 1,042,013           | \$ 1,140,411               | 540                | (98,938)           | 109%          |
| COMMUNICATIONS            | 372,462             | \$ 396,051                 | -                  | (23,589)           | 106%          |
| PUBLIC SERVICES           | 5,122,481           | \$ 4,535,148               | -                  | 587,333            | 89%           |
| SUPPORT SERVICES          | 985,543             | \$ 651,553                 | -                  | 333,990            | 66%           |
| PROGRAMMING               | 27,000              | \$ 20,045                  | -                  | 6,955              | 74%           |
| TRAINING                  | 19,100              | \$ 38,787                  | -                  | (19,687)           | 203%          |
| LIBRARY FACILITIES        | 1,611,317           | \$ 1,238,625               | 2,197              | 370,494            | 77%           |
| CAPITAL EXPENDITURES      | 1,220,255           | \$ 1,207,358               | 198,005            | (185,108)          | 115%          |
| <b>TOTAL LIBRARY FUND</b> | <b>\$11,778,914</b> | <b>\$ 10,464,766</b>       | <b>\$ 200,742</b>  | <b>\$1,113,406</b> | <b>91%</b>    |

**SPOKANE PUBLIC LIBRARY**  
**December 2022**  
**Statement of Expenditures**  
For the period January 1, 2022 through December 31, 2022

**FUNCTION #72100 LIBRARY ADMINISTRATION**

|                                   | Budget              | YTD<br>Expenditure  | Encumbrance | Balance           | % Used     |
|-----------------------------------|---------------------|---------------------|-------------|-------------------|------------|
| <b>PERSONNEL</b>                  |                     |                     |             |                   |            |
| SALARIES & WAGES                  | \$ 740,532          | \$ 713,667          | \$ -        | \$ 26,865         | 96%        |
| PERSONNEL BENEFITS                | 260,088             | 238,984             | -           | 21,104            | 92%        |
| <b>SUBTOTAL PERSONNEL</b>         | <b>\$ 1,000,620</b> | <b>\$ 952,651</b>   | <b>\$ -</b> | <b>\$ 47,969</b>  | <b>95%</b> |
| <b>OTHER</b>                      |                     |                     |             |                   |            |
| SOFTWARE                          | \$ 50,000           | \$ -                | \$ -        | \$ 50,000         | 0%         |
| NON TRAVEL MEALS                  | 2,000               | 85                  | -           | 1,915             | 4%         |
| OPERATING SUPPLIES                | 10,000              | 2,525               | -           | 7,475             | 25%        |
| PROFESSIONAL SERVICES             | 30,000              | 16,767              | -           | 13,233            | 56%        |
| STATE AUDIT CHARGES               | 20,000              | 13,896              | -           | 6,104             | 69%        |
| CONTRACT SERVICES*                | 60,000              | 66,850              | -           | (6,850)           | 111%       |
| BACKGROUND CHECKS                 | 720                 | 451                 | -           | 269               | 63%        |
| AIR FARE                          | 4,350               | (377)               | -           | 4,727             | (9%)       |
| LOCAL TRAVEL                      | 100                 | 471                 | -           | (371)             | 471%       |
| LODGING                           | 5,000               | 1,827               | -           | 3,173             | 37%        |
| OTHER TRANSPORTATION EXPENSE      | 2,000               | 253                 | -           | 1,747             | 13%        |
| MISC SERVICES/CHARGES             | 1,000               | 12                  | -           | 988               | 1%         |
| REGISTRATION/SCHOOLING            | 3,500               | 1,959               | -           | 1,541             | 56%        |
| DUES/SUBSCRIPT/MEMBERSHIPS        | 24,000              | 16,707              | -           | 7,293             | 70%        |
| BANK FEES & BAD DEBT EXP (AR ADJ) | 7,000               | 4,258               | -           | 2,742             | 61%        |
| INTERFUND PAYMENT FOR SVCS        | 158,453             | 158,453             | -           | -                 | 100%       |
| <b>SUBTOTAL OTHER</b>             | <b>\$ 378,123</b>   | <b>\$ 284,136</b>   | <b>\$ -</b> | <b>\$ 93,987</b>  | <b>75%</b> |
| <b>TOTAL</b>                      | <b>\$ 1,378,743</b> | <b>\$ 1,236,788</b> | <b>\$ -</b> | <b>\$ 141,955</b> | <b>90%</b> |

\* Includes encumbrance carry-forward from 2021.

**SPOKANE PUBLIC LIBRARY**  
**December 2022**  
**Statement of Expenditures**  
For the period January 1, 2022 through December 31, 2022

**FUNCTION #72140 COMMUNITY TECHNOLOGY**

|                            | YTD                 |                     |               |                     |             |
|----------------------------|---------------------|---------------------|---------------|---------------------|-------------|
|                            | Budget              | Expenditure         | Encumbrance   | Balance             | % Used      |
| <b>PERSONNEL</b>           |                     |                     |               |                     |             |
| SALARIES & WAGES           | \$ 444,619          | \$ 423,611          | \$ -          | \$ 21,008           | 95%         |
| PERSONNEL BENEFITS         | 164,579             | 153,238             |               | 11,341              | 93%         |
| <b>SUBTOTAL PERSONNEL</b>  | <b>\$ 609,198</b>   | <b>\$ 576,850</b>   | <b>\$ -</b>   | <b>\$ 32,349</b>    | <b>95%</b>  |
| <b>OTHER</b>               |                     |                     |               |                     |             |
| SOFTWARE                   | \$ -                | \$ -                | \$ -          | \$ -                |             |
| OPERATING SUPPLIES         | 8,120               | 4,123               | 540           | 3,457               | 57%         |
| MINOR EQUIPMENT*           | 121,870             | 127,071             | -             | (5,201)             | 104%        |
| PROFESSIONAL SERVICES*     | 82,159              | 105,328             | -             | (23,169)            | 128%        |
| CONTRACTUAL SERVICES       | 88,000              | 71,576              | -             | 16,424              | 81%         |
| IT/DATA SERVICES*          | 123,693             | 251,194             | -             | (127,501)           | 203%        |
| CELL PHONE                 | 8,000               | 3,197               | -             | 4,804               | 40%         |
| LOCAL MILEAGE              | 100                 | 200                 | -             | (100)               | 200%        |
| INTERFUND PAYMENT FOR SVCS | 873                 | 873                 | -             | -                   | 100%        |
| <b>SUBTOTAL OTHER</b>      | <b>\$ 432,815</b>   | <b>\$ 563,562</b>   | <b>\$ 540</b> | <b>\$ (131,286)</b> | <b>130%</b> |
| <b>TOTAL</b>               | <b>\$ 1,042,013</b> | <b>\$ 1,140,411</b> | <b>\$ 540</b> | <b>\$ (98,938)</b>  | <b>109%</b> |

\* Includes encumbrance carry-forward from 2021.

**SPOKANE PUBLIC LIBRARY**  
**December 2022**  
**Statement of Expenditures**  
For the period January 1, 2022 through December 31, 2022

**FUNCTION #72160 COMMUNICATIONS**

|                                  | YTD               |                   |             |                    |   |             |
|----------------------------------|-------------------|-------------------|-------------|--------------------|---|-------------|
|                                  | Budget            | Expenditure       | Encumbrance | Balance            | % | Used        |
| <b>PERSONNEL</b>                 |                   |                   |             |                    |   |             |
| SALARIES & WAGES                 | \$ 211,777        | \$ 217,795        | \$ -        | \$ (6,018)         |   | 103%        |
| PERSONNEL BENEFITS               | 85,985            | 86,634            |             | (649)              |   | 101%        |
| <b>SUBTOTAL PERSONNEL</b>        | <b>\$ 297,762</b> | <b>\$ 304,428</b> | <b>\$ -</b> | <b>\$ (6,666)</b>  |   | <b>102%</b> |
| <b>OTHER</b>                     |                   |                   |             |                    |   |             |
| OPERATING SUPPLIES               | \$ 22,000         | \$ 26,669         | \$ -        | \$ (4,669)         |   | 121%        |
| PROMOTIONAL SUPPLIES             | 8,000             | 7,258             | -           | 742                |   | 91%         |
| PROFESSIONAL SERVICES & PRINTING | 16,000            | 26,917            | -           | (10,917)           |   | 168%        |
| CONTRACT SERVICES                | 2,500             | 15,390            | -           | (12,890)           |   | 616%        |
| LOCAL MILEAGE                    | -                 | 66                | -           | (66)               |   |             |
| ADVERTISING                      | 25,200            | 14,940            | -           | 10,260             |   | 59%         |
| DUES/SUBSCRIPT/MEMBERSHIPS       | 1,000             | 384               | -           | 616                |   | 38%         |
| <b>SUBTOTAL OTHER</b>            | <b>\$ 74,700</b>  | <b>\$ 91,623</b>  | <b>\$ -</b> | <b>\$ (16,923)</b> |   | <b>123%</b> |
| <b>TOTAL</b>                     | <b>\$ 372,462</b> | <b>\$ 396,051</b> | <b>\$ -</b> | <b>\$ (23,589)</b> |   | <b>106%</b> |

**SPOKANE PUBLIC LIBRARY**  
**December 2022**  
**Statement of Expenditures**  
For the period January 1, 2022 through December 31, 2022

**FUNCTION #72210 PUBLIC SERVICES**

|                             | Budget              | YTD<br>Expenditure  | Encumbrance | Balance           | % Used     |
|-----------------------------|---------------------|---------------------|-------------|-------------------|------------|
| <b>PERSONNEL</b>            |                     |                     |             |                   |            |
| SALARIES & WAGES            | \$ 3,239,820        | \$ 3,004,192        | \$ -        | \$ 235,628        | 93%        |
| PERSONNEL BENEFITS          | 1,310,911           | 1,064,768           | -           | 246,143           | 81%        |
| <b>SUBTOTAL PERSONNEL</b>   | <b>\$ 4,550,731</b> | <b>\$ 4,068,960</b> | <b>\$ -</b> | <b>\$ 481,771</b> | <b>89%</b> |
| <b>OTHER</b>                |                     |                     |             |                   |            |
| POSTAGE                     | \$ 18,000           | \$ 10,936           | \$ -        | \$ 7,064          | 61%        |
| OPERATING SUPPLIES          | 66,200              | 59,556              | -           | 6,644             | 90%        |
| RECREATIONAL SUPPLIES       | 11,000              | 25,313              | -           | (14,313)          | 230%       |
| MINOR EQUIPMENT             | 2,000               | 981                 | -           | 1,019             | 49%        |
| CONTRACTUAL SERVICES        | 25,000              | 32,857              | -           | (7,857)           | 131%       |
| PRESENTER SERVICES          | 22,300              | 9,671               | -           | 12,629            | 43%        |
| LOCAL MILEAGE               | 5,200               | 933                 | -           | 4,267             | 18%        |
| PARKING                     | 950                 | 25                  | -           | 925               | 3%         |
| OPERATING RENTALS/LEASES    | 59,000              | 71,299              | -           | (12,299)          | 121%       |
| UTILITY SERVICES            | 334,017             | 227,610             | -           | 106,407           | 68%        |
| EQUIP REPAIRS & MAINTENANCE | 1,200               | -                   | -           | 1,200             | 0%         |
| DUES/SUBSCRIPT/MEMBERSHIPS  | -                   | 125                 | -           | (125)             |            |
| INTERFUND PAYMENT FOR SVCS  | 26,883              | 26,883              | -           | -                 | 100%       |
| <b>SUBTOTAL OTHER</b>       | <b>\$ 571,750</b>   | <b>\$ 466,188</b>   | <b>\$ -</b> | <b>\$ 105,562</b> | <b>82%</b> |
| <b>TOTAL</b>                | <b>\$ 5,122,481</b> | <b>\$ 4,535,148</b> | <b>\$ -</b> | <b>\$ 587,333</b> | <b>89%</b> |

**SPOKANE PUBLIC LIBRARY**  
**December 2022**  
**Statement of Expenditures**  
For the period January 1, 2022 through December 31, 2022

**FUNCTION #72230 SUPPORT SERVICES**

|                            | Budget            | YTD<br>Expenditure | Encumbrance | Balance           | % Used     |
|----------------------------|-------------------|--------------------|-------------|-------------------|------------|
| <b>PERSONNEL</b>           |                   |                    |             |                   |            |
| SALARIES & WAGES           | \$ 522,690        | \$ 395,911         | \$ -        | \$ 126,779        | 76%        |
| PERSONNEL BENEFITS         | 218,983           | 156,077            |             | 62,906            | 71%        |
| <b>SUBTOTAL PERSONNEL</b>  | <b>\$ 741,673</b> | <b>\$ 551,987</b>  | <b>\$ -</b> | <b>\$ 189,686</b> | <b>74%</b> |
| <b>OTHER</b>               |                   |                    |             |                   |            |
| OPERATING SUPPLIES         | \$ 6,000          | \$ 18,098          | \$ -        | \$ (12,098)       | 302%       |
| PROFESSIONAL SERVICES      | 190,000           | 30,552             | -           | 159,448           | 16%        |
| IT/DATA SVCS               | 35,000            | 39,030             | -           | (4,030)           | 112%       |
| PRINTING & BINDING         | 1,000             | -                  | -           | 1,000             | 0%         |
| LOCAL MILEAGE              | -                 | 15                 | -           | (15)              |            |
| INTERFUND PAYMENT FOR SVCS | 11,870            | 11,870             | -           | -                 | 100%       |
| <b>SUBTOTAL OTHER</b>      | <b>\$ 243,870</b> | <b>\$ 99,566</b>   | <b>\$ -</b> | <b>\$ 144,304</b> | <b>41%</b> |
| <b>TOTAL</b>               | <b>\$ 985,543</b> | <b>\$ 651,553</b>  | <b>\$ -</b> | <b>\$ 333,990</b> | <b>66%</b> |

**SPOKANE PUBLIC LIBRARY**  
**December 2022**  
**Statement of Expenditures**  
 For the period January 1, 2022 through December 31, 2022

**FUNCTION #72250 PROGRAMMING**

|                      | YTD              |                  |             |                 |            |
|----------------------|------------------|------------------|-------------|-----------------|------------|
| Budget               | Expenditure      | Encumbrance      | Balance     | %               | Used       |
| <b>OTHER</b>         |                  |                  |             |                 |            |
| OPERATING SUPPLIES   | \$ 13,000        | \$ 8,019         | \$ -        | \$ 4,981        | 62%        |
| CONTRACTUAL SERVICES | 14,000           | 12,025           | -           | 1,975           | 86%        |
|                      |                  |                  |             |                 |            |
| <b>TOTAL</b>         | <b>\$ 27,000</b> | <b>\$ 20,045</b> | <b>\$ -</b> | <b>\$ 6,955</b> | <b>74%</b> |
|                      |                  |                  |             |                 |            |



**SPOKANE PUBLIC LIBRARY**  
**December 2022**  
**Statement of Expenditures**  
For the period January 1, 2022 through December 31, 2022

**FUNCTION #72400 TRAINING**

|                               | YTD              |                  |             |                    |   |             |
|-------------------------------|------------------|------------------|-------------|--------------------|---|-------------|
|                               | Budget           | Expenditure      | Encumbrance | Balance            | % | Used        |
| <b>OTHER</b>                  |                  |                  |             |                    |   |             |
| NON-TRAVEL MEALS/LGHT RFRSHMT | \$ 600           | \$ 3,338         | \$ -        | \$ (2,738)         |   | 556%        |
| OPERATING SUPPLIES            | 1,000            | 2,502            | -           | (1,502)            |   | 250%        |
| AIR FARE                      | 3,000            | 11,813           | -           | (8,813)            |   | 394%        |
| LODGING                       | 3,000            | 10,220           | -           | (7,220)            |   | 341%        |
| PER DIEM                      | 1,000            | 3,233            | -           | (2,233)            |   | 323%        |
| OTHER TRAVEL                  | 1,000            | 1,091            | -           | (91)               |   | 109%        |
| REGISTRATION/SCHOOLING/CONF   | 9,000            | 5,413            | -           | 3,587              |   | 60%         |
| DUES/MEMBERSHIPS              | 500              | 1,177            | -           | (677)              |   | 235%        |
| <b>TOTAL</b>                  | <b>\$ 19,100</b> | <b>\$ 38,787</b> | <b>\$ -</b> | <b>\$ (19,687)</b> |   | <b>203%</b> |

**SPOKANE PUBLIC LIBRARY**  
**December 2022**  
**Statement of Expenditures**  
For the period January 1, 2022 through December 31, 2022

**FUNCTION #72500 FACILITIES**

|                            | YTD                 |                     |                 |                   |            |      |
|----------------------------|---------------------|---------------------|-----------------|-------------------|------------|------|
|                            | Budget              | Expenditure         | Encumbrance     | Balance           | %          | Used |
| <b>PERSONNEL</b>           |                     |                     |                 |                   |            |      |
| SALARIES & WAGES           | \$ 527,586          | \$ 430,253          | \$ -            | \$ 97,333         | 82%        |      |
| PERSONNEL BENEFITS         | 253,540             | 157,321             |                 | 96,219            | 62%        |      |
| <b>SUBTOTAL PERSONNEL</b>  | <b>\$781,126</b>    | <b>\$587,574</b>    | <b>\$ -</b>     | <b>\$193,552</b>  | <b>75%</b> |      |
| <b>OTHER</b>               |                     |                     |                 |                   |            |      |
| CHEMICAL/LAB SUPPLIES      | \$ 40,000           | \$ 28,439           | \$ 1,221        | \$ 10,340         | 74%        |      |
| SAFETY SUPPLIES            | 12,000              | 4,401               | -               | 7,599             | 37%        |      |
| REPAIR & MAINT SUPPLIES    | 81,000              | 67,792              | 977             | 12,231            | 85%        |      |
| VEHICLE REPAIR SUPPLIES    | 4,000               | 3,306               | -               | 694               | 83%        |      |
| MINOR EQUIPMENT*           | 39,564              | 35,457              | -               | 4,107             | 90%        |      |
| PROFESSIONAL SERVICES      | 30,000              | 16,786              | -               | 13,214            | 56%        |      |
| CONTRACTUAL SERVICES       | 85,000              | 15,672              | -               | 69,328            | 18%        |      |
| SNOW REMOVAL SERVICES      | 30,000              | 47,681              | -               | (17,681)          | 159%       |      |
| LANDSCAPE                  | 15,000              | -                   | -               | 15,000            | 0%         |      |
| LOCAL MILEAGE              | 3,000               | 653                 | -               | 2,347             | 22%        |      |
| INSURANCE                  | 100,000             | 101,250             | -               | (1,250)           | 101%       |      |
| UTILITIES                  | 9,578               | 17,980              | -               | (8,402)           | 188%       |      |
| MISC REPAIRS/MAINTENANCE   | 140,000             | 43,657              | -               | 96,343            | 31%        |      |
| LAUNDRY/JANITORIAL SVCS    | 2,000               | 1,509               | -               | 491               | 75%        |      |
| PERMITS                    | 18,000              | 3,128               | -               | 14,872            | 17%        |      |
| ALARM/SECURITY SERVICES    | 190,000             | 239,524             | -               | (49,524)          | 126%       |      |
| INTERFUND PAYMENT FOR SVCS | 31,049              | 23,817              | -               | 7,232             | 77%        |      |
| <b>SUBTOTAL OTHER</b>      | <b>\$ 830,191</b>   | <b>\$ 651,051</b>   | <b>\$ 2,197</b> | <b>\$ 176,942</b> | <b>79%</b> |      |
| <b>TOTAL</b>               | <b>\$ 1,611,317</b> | <b>\$ 1,238,625</b> | <b>\$ 2,197</b> | <b>\$ 370,494</b> | <b>77%</b> |      |

\* Includes encumbrance carry-forward from 2021.

**SPOKANE PUBLIC LIBRARY**  
**December 2022**  
**Statement of Expenditures**  
For the period January 1, 2022 through December 31, 2022

**FUNCTION #94000 CAPITAL OUTLAY**

|                                |                     | YTD                 |                   |                     |             |
|--------------------------------|---------------------|---------------------|-------------------|---------------------|-------------|
|                                | Budget              | Expenditure         | Encumbrance       | Balance             | % Used      |
| <b>CAPITAL EXPENDITURES</b>    |                     |                     |                   |                     |             |
| <b>LIBRARY</b>                 |                     |                     |                   |                     |             |
| MACHINERY/EQUIPMENT            | \$ 15,000           | \$ 14,137           | \$ 198,005        | \$ (197,142)        | 1414%       |
| LIBRARY BOOKS/OTHER MATERIALS* | 1,074,248           | 1,141,815           | -                 | (67,567)            | 106%        |
| VEHICLES                       | -                   | -                   | -                 | -                   |             |
| BLDG IMPROVEMENTS*             | 131,007             | 51,406              | -                 | 79,601              | 39%         |
|                                |                     |                     |                   |                     |             |
| <b>TOTAL</b>                   | <b>\$ 1,220,255</b> | <b>\$ 1,207,358</b> | <b>\$ 198,005</b> | <b>\$ (185,108)</b> | <b>115%</b> |
|                                |                     |                     |                   |                     |             |

\* Includes encumbrance carry-forward from 2021.

**FUND #3365 - UTGO CAPITAL BOND FUND**  
**Combined Statement of Revenue and Expenditures**  
For the periods December 2018 through December 2022

|                                       | Budget               | 2018                 | 2019                | 2020                 | 2021                 | 2022                 | Encumbrance         | Budget Remaining    | % of Budget Used & Encumbered |
|---------------------------------------|----------------------|----------------------|---------------------|----------------------|----------------------|----------------------|---------------------|---------------------|-------------------------------|
| <b>OTHER FINANCING SOURCES (USES)</b> |                      |                      |                     |                      |                      |                      |                     |                     |                               |
| GENERAL OBLIGATION BONDS              | \$ 77,000,000        | \$ 73,605,000        | \$ -                | \$ -                 | \$ -                 | \$ -                 | \$ -                | \$ -                |                               |
| PREMIUMS ON BONDS SOLD                |                      | 4,133,475            |                     |                      |                      |                      |                     |                     |                               |
| INTEREST EARNINGS                     |                      | 58,860               | 1,576,076           | 1,053,372            | 424,610              | 197,462              |                     |                     |                               |
| INSURANCE RECOVERIES                  |                      | -                    | -                   | -                    | 5,838                | -                    |                     |                     |                               |
| E-RATE (USAC)                         |                      |                      |                     |                      |                      | 240,794              |                     |                     |                               |
| INTERFUND TRANSFER-CITY CSO (DT)      |                      |                      |                     | 400,674              |                      |                      |                     |                     |                               |
| <b>TOTAL REVENUES</b>                 | <b>\$ 77,000,000</b> | <b>\$ 77,797,335</b> | <b>\$ 1,576,076</b> | <b>\$ 1,454,046</b>  | <b>\$ 430,448</b>    | <b>\$ 438,256</b>    | <b>\$ -</b>         | <b>\$ -</b>         |                               |
| <b>EXPENDITURES</b>                   |                      |                      |                     |                      |                      |                      |                     |                     |                               |
| BUILDING CONSTRUCTION                 | \$ 55,826,699        | \$ -                 | \$ 50,549           | \$ 14,652,343        | \$ 28,479,773        | \$ 10,735,961        | \$ 1,098,519        | \$ 809,554          | 99%                           |
| LAND ACQUISITION                      | -                    | -                    | -                   | -                    | -                    | -                    | -                   | -                   |                               |
| OTHER IMPROVEMENTS-Signage            | 1,051,826            | -                    | -                   | 103,145              | 507,467              | 228,897              | 196,239             | 16,078              | 98%                           |
| CHILDREN'S AREAS                      | 1,572,216            | -                    | -                   | 202,100              | 1,031,350            | 338,766              | 1                   | (1)                 | 100%                          |
| PUBLIC ART                            | 503,971              | -                    | -                   | 12,000               | 339,395              | 30,735               | 10,585              | 111,256             | 78%                           |
| FURNITURE/FIXTURES/SHELVING           | 6,193,699            | -                    | -                   | -                    | 1,601,325            | 2,868,208            | 1,500,894           | 223,272             | 96%                           |
| LAB EQUIPMENT - Video Lab             | 27,509               | -                    | -                   | -                    | 26,635               | 874                  | -                   | (0)                 | 100%                          |
| BOOKS & MATERIALS                     | 2,000,000            | -                    | 144,913             | 279,502              | 808,075              | 358,881              | -                   | 408,629             | 80%                           |
| COMPUTER/MICRO EQUIPMENT              | 1,321,899            | -                    | -                   | 22,095               | 912,211              | 17,885               | 169,493             | 200,215             | 85%                           |
| DATA PROCESSING EQUIP                 | 2,135,294            | -                    | -                   | 782,447              | 601,735              | 392,490              | 64,315              | 294,307             | 86%                           |
| TVS/AUDIO VISUAL - Studio             | 175,078              | -                    | -                   | -                    | 17,048               | 158,029              | -                   | 1                   | 100%                          |
| CONSTR. FIXED ASSETS                  | 540,000              | -                    | -                   | -                    | -                    | 7,325                | 36,192              | 496,483             | 8%                            |
| OTHER CAPITALIZED COSTS               | 521,527              | 701                  | 10,590              | 470,590              | 14,216               | 25,429               | -                   | 1                   | 100%                          |
| CONSTRUCTION PROFESSIONAL SVCS        | 2,514,269            | 21,145               | 299,980             | 636,341              | 846,665              | 494,868              | 186,650             | 28,619              | 99%                           |
| CONSULTANT SVCS                       | 524,507              | -                    | 101,075             | 156,600              | 178,160              | 78,989               | 9,684               | (1)                 | 100%                          |
| ARCHITECT & ENGINEERING SVCS          | 6,679,543            | 522,192              | 2,448,959           | 2,059,412            | 1,063,884            | 431,298              | 94,675              | 59,123              | 99%                           |
| LABOR COSTS TO CAPITAL                | 10,018               | -                    | 10,018              | -                    | -                    | -                    | -                   | -                   | 100%                          |
| LABOR OVERHEAD COSTS TO CAPITAL       | 9,176                | -                    | 9,176               | -                    | -                    | -                    | -                   | -                   | 100%                          |
| RESERVE FOR CAPITAL OUTLAY            | -                    | -                    | -                   | -                    | -                    | -                    | -                   | -                   |                               |
| RESERVE FOR CAPITAL RISK CONT         | 90,894               | -                    | -                   | -                    | -                    | -                    | -                   | 90,894              | 0%                            |
| ISSUANCE COSTS                        | 732,569              | 732,569              | -                   | -                    | -                    | -                    | -                   | -                   | 100%                          |
| OPERATING TRANSFER OUT                | 265,906              | -                    | 5,906               | -                    | 260,000              | -                    | -                   | -                   | 100%                          |
|                                       | -                    | -                    | -                   | -                    | -                    | -                    | -                   | -                   |                               |
| <b>TOTAL EXPENDITURES</b>             | <b>\$ 82,696,600</b> | <b>\$ 1,276,607</b>  | <b>\$ 3,081,166</b> | <b>\$ 19,376,575</b> | <b>\$ 36,687,939</b> | <b>\$ 16,168,634</b> | <b>\$ 3,367,247</b> | <b>\$ 2,738,431</b> | <b>97%</b>                    |

**PROGRAM OWNER COSTS**  
**Statement of Expenditures**  
For the periods December 2018 through December 2022

|                                 | Budget              | 2018                | 2019              | 2020                | 2021                | 2022              | Encumbrance       | Budget Remaining    | % of Budget Used & Encumbered |
|---------------------------------|---------------------|---------------------|-------------------|---------------------|---------------------|-------------------|-------------------|---------------------|-------------------------------|
| <b>EXPENDITURES</b>             |                     |                     |                   |                     |                     |                   |                   |                     |                               |
| BOOKS & MATERIALS               | \$ 2,000,000        |                     | \$ 144,913        | \$ 279,502          | \$ 808,075          | \$ 358,881        | \$ -              | \$ 408,629          | 80%                           |
| CHILDREN'S AREAS                | 6,097               |                     |                   | -                   | -                   | 6,097             | -                 | -                   | 100%                          |
| PUBLIC ART                      | 111,255             |                     |                   |                     |                     |                   |                   | 111,255             | 0%                            |
| FURNITURE/FIXTURES/SHELVING     | 66,958              |                     |                   |                     |                     |                   |                   | 66,958              | 0%                            |
| TECHNOLOGY EQUIPMENT            | 1,321,899           |                     |                   | 22,095              | 912,211             | 17,885            | 169,493           | 200,215             | 85%                           |
| AUTOMATED MATERIAL HANDLING     | 2,135,294           |                     |                   | 782,447             | 601,735             | 392,490           | 64,315            | 294,307             | 86%                           |
| CONST OF FIXED ASSETS           | 540,000             |                     |                   |                     |                     | 7,325             | 36,192            | 496,483             | 8%                            |
| CONSTRUCTION PROFESSIONAL SVCS  | 514,191             | 11,138              | 87,004            | 132,736             | 125,510             | 91,675            | 64,813            | 1,315               | 100%                          |
| ARCHITECT & ENGINEERING SVCS    | 699,106             | 522,192             | 83,233            | 9,256               | 10,257              | 16,590            | 47,745            | 9,833               | 99%                           |
| LABOR COSTS TO CAPITAL          | 10,018              |                     | 10,018            |                     |                     |                   |                   | -                   | 100%                          |
| LABOR OVERHEAD COSTS TO CAPITAL | 9,176               |                     | 9,176             |                     |                     |                   |                   | -                   | 100%                          |
| RESERVE FOR CAPITAL RISK CONT   | 90,894              |                     |                   |                     |                     |                   |                   | 90,894              | 0%                            |
| ISSUANCE COSTS                  | 732,569             | 732,569             |                   |                     |                     |                   |                   | -                   | 100%                          |
| OPERATING TRANSFER OUT-DEBT     | 5,906               |                     | 5,906             |                     |                     |                   |                   | -                   | 100%                          |
|                                 | -                   | -                   | -                 | -                   | -                   | -                 | -                 | -                   | -                             |
| <b>TOTAL EXPENDITURES</b>       | <b>\$ 8,243,363</b> | <b>\$ 1,265,899</b> | <b>\$ 340,250</b> | <b>\$ 1,226,036</b> | <b>\$ 2,457,788</b> | <b>\$ 890,943</b> | <b>\$ 382,558</b> | <b>\$ 1,679,889</b> | <b>80%</b>                    |

**CENTRAL BRANCH**  
**Statement of Expenditures**  
For the periods December 2018 through December 2022

|                                | Budget               | 2018            | 2019                | 2020                | 2021                 | 2022                | Encumbrance       | Budget Remaining  | % of Budget Used & Encumbered |
|--------------------------------|----------------------|-----------------|---------------------|---------------------|----------------------|---------------------|-------------------|-------------------|-------------------------------|
| <b>EXPENDITURES</b>            |                      |                 |                     |                     |                      |                     |                   |                   |                               |
| BUILDING CONSTRUCTION          | \$ 25,861,678        |                 | \$ 50,549           | \$ 4,996,533        | \$ 15,773,171        | \$ 4,659,508        | \$ 113,823        | \$ 268,094        | 99%                           |
| OTHER IMPROVEMENTS - Signage   | 345,426              |                 |                     | 47,197              | 132,590              | 111,324             | 46,766            | 7,549             | 98%                           |
| CHILDREN'S AREAS               | 419,425              |                 |                     | 92,770              | 165,182              | 161,473             | -                 | 0                 | 100%                          |
| PUBLIC ART                     | 160,433              |                 |                     | 4,000               | 123,704              | 27,504              | 5,225             | -                 | 100%                          |
| FURNITURE/FIXTURES/SHELVING    | 2,333,189            |                 |                     |                     | 102,287              | 2,038,248           | 126,014           | 66,640            | 97%                           |
| LAB EQUIPMENT - Video Lab      | 27,509               |                 |                     |                     | 26,635               | 874                 | -                 | (0)               | 100%                          |
| TV'S/AUDIO VISUAL - Studio     | 175,078              |                 |                     |                     | 17,048               | 158,029             | -                 | 1                 | 100%                          |
| OTHER CAPITALIZED COSTS        | 138,052              | 348             | 1,275               | 132,837             | 1,144                | 2,448               |                   | 0                 | 100%                          |
| CONSTRUCTION PROFESSIONAL SVCS | 774,749              | 4,830           | 70,648              | 143,162             | 254,016              | 195,442             | 85,041            | 21,611            | 97%                           |
| CONSULTANT SVCS                | 196,640              |                 | 25,750              | 93,499              | 51,537               | 25,854              | -                 | 0                 | 100%                          |
| ARCHITECT & ENGINEERING SVCS   | 2,698,615            |                 | 1,041,536           | 977,834             | 487,820              | 170,454             | 10,144            | 10,827            | 100%                          |
| RESERVE FOR CAPITAL OUTLAY     | -                    |                 |                     |                     | -                    | -                   |                   | -                 | -                             |
| RESERVE FOR CAPITAL RISK CONT  | -                    |                 |                     |                     | -                    | -                   |                   | -                 | -                             |
|                                | -                    | -               | -                   | -                   | -                    | -                   | -                 | -                 | -                             |
| <b>TOTAL EXPENDITURES</b>      | <b>\$ 33,130,794</b> | <b>\$ 5,177</b> | <b>\$ 1,189,758</b> | <b>\$ 6,487,831</b> | <b>\$ 17,135,134</b> | <b>\$ 7,551,158</b> | <b>\$ 387,013</b> | <b>\$ 374,723</b> | <b>99%</b>                    |

**SOUTH HILL BRANCH**  
**Statement of Expenditures**  
For the periods December 2018 through December 2022

|                                | Budget              | 2018        | 2019        | 2020             | 2021              | 2022                | Encumbrance         | Budget Remaining  | % of Budget Used & Encumbered |
|--------------------------------|---------------------|-------------|-------------|------------------|-------------------|---------------------|---------------------|-------------------|-------------------------------|
| <b>EXPENDITURES</b>            |                     |             |             |                  |                   |                     |                     |                   |                               |
| BUILDING CONSTRUCTION          | \$ 3,655,806        |             |             | \$ -             | \$ 1,454          | \$ 3,012,208        | \$ 449,315          | \$ 192,829        | 95%                           |
| OTHER IMPROVEMENTS - Signage   | 105,898             |             |             | 5,243            | 12,389            | 44,137              | 39,865              | 4,264             | 96%                           |
| CHILDREN'S AREAS               | 151,965             |             |             | 10,174           | 72,523            | 69,268              | -                   | -                 | 100%                          |
| PUBLIC ART                     | 2,000               |             |             | -                | -                 | -                   | 2,000               | -                 | 100%                          |
| FURNITURE/FIXTURES/SHELVING    | 1,071,828           |             |             |                  | 6,384             | 92,733              | 886,104             | 86,607            | 92%                           |
| OTHER CAPITALIZED COSTS        | 13,422              |             |             | -                | 5,280             | 8,142               | -                   | -                 | 100%                          |
| CONSTRUCTION PROFESSIONAL SVCS | 112,001             |             |             | 65               | 19,833            | 81,084              | 10,276              | 743               | 99%                           |
| CONSULTANT SVCS                | 49,581              |             |             |                  | 20,400            | 23,182              | 6,000               | (1)               | 100%                          |
| ARCHITECT & ENGINEERING SVCS   | 333,851             |             |             |                  | 205,385           | 89,736              | 20,364              | 18,366            | 94%                           |
| RESERVE FOR CAPITAL RISK CONT  | -                   |             |             |                  | -                 | -                   | -                   | -                 |                               |
| <b>TOTAL EXPENDITURES</b>      | <b>\$ 5,496,352</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ 15,482</b> | <b>\$ 343,648</b> | <b>\$ 3,420,490</b> | <b>\$ 1,413,924</b> | <b>\$ 302,808</b> | <b>94%</b>                    |

**SHADLE PARK BRANCH**  
**Statement of Expenditures**  
For the periods December 2018 through December 2022

|                                | Budget               | 2018            | 2019              | 2020                | 2021                | 2022              | Encumbrance       | Budget Remaining | % of Budget Used & Encumbered |
|--------------------------------|----------------------|-----------------|-------------------|---------------------|---------------------|-------------------|-------------------|------------------|-------------------------------|
| <b>EXPENDITURES</b>            |                      |                 |                   |                     |                     |                   |                   |                  |                               |
| BUILDING CONSTRUCTION          | \$ 11,254,085        |                 |                   | \$ 5,333,563        | \$ 5,786,960        | \$ 45,629         | \$ 87,933         | \$ -             | 100%                          |
| OTHER IMPROVEMENTS - Signage   | 167,988              |                 |                   | 23,010              | 97,444              | 7,285             | 40,249            | -                | 100%                          |
| CHILDREN'S AREAS               | 333,438              |                 |                   | 44,717              | 284,270             | 4,452             | -                 | (1)              | 100%                          |
| PUBLIC ART                     | 102,751              |                 |                   | 4,000               | 94,908              | 3,231             | 612               | -                | 100%                          |
| FURNITURE/FIXTURES/SHELVING    | 909,895              |                 |                   |                     | 638,495             | 264,241           | 7,159             | -                | 100%                          |
| OTHER CAPITALIZED COSTS        | 165,010              | 353             | 1,425             | 165,751             | (2,520)             | -                 | -                 | 1                | 100%                          |
| CONSTRUCTION PROFESSIONAL SVCS | 359,419              | 5,178           | 71,643            | 125,625             | 139,849             | 12,328            | 4,797             | (1)              | 100%                          |
| CONSULTANT SVCS                | 90,260               |                 | 36,122            | 24,172              | 28,855              | 1,110             | -                 | 1                | 100%                          |
| ARCHITECT & ENGINEERING SVCS   | 1,258,418            |                 | 536,613           | 562,757             | 120,104             | 38,424            | 519               | 1                | 100%                          |
| RESERVE FOR CAPITAL RISK CONT  | -                    |                 |                   |                     | -                   | -                 | -                 | -                |                               |
| <b>TOTAL EXPENDITURES</b>      | <b>\$ 14,641,264</b> | <b>\$ 5,531</b> | <b>\$ 645,803</b> | <b>\$ 6,283,595</b> | <b>\$ 7,188,365</b> | <b>\$ 376,700</b> | <b>\$ 141,269</b> | <b>\$ 1</b>      | <b>100%</b>                   |

**HILLYARD BRANCH**  
**Statement of Expenditures**  
For the periods December 2018 through December 2022

|                                | Budget            | 2018        | 2019             | 2020             | 2021              | 2022                | Encumbrance      | Budget Remaining | % of Budget Used & Encumbered |
|--------------------------------|-------------------|-------------|------------------|------------------|-------------------|---------------------|------------------|------------------|-------------------------------|
| <b>EXPENDITURES</b>            |                   |             |                  |                  |                   |                     |                  |                  |                               |
| BUILDING CONSTRUCTION          | \$ 24,738         |             |                  |                  | \$ 20,783         | \$ 2,630            | \$ 1,325         | \$ 0             | 100%                          |
| OTHER IMPROVEMENTS - Signage   | 54,156            |             |                  | 212              | 38,998            | 5,941               | 9,005            | -                | 100%                          |
| CHILDREN'S AREAS               | 243,293           |             |                  | 22,415           | 215,561           | 5,317               | -                | 0                | 100%                          |
| PUBLIC ART                     | 4,388             |             |                  |                  | 4,388             | -                   | -                | -                | 100%                          |
| FURNITURE/FIXTURES/SHELVING    | 26,139            |             |                  |                  | 129,075           | (129,075)           | 26,139           | -                | 100%                          |
| OTHER CAPITALIZED COSTS        | -                 |             |                  |                  | -                 | -                   | -                | -                | -                             |
| CONSTRUCTION PROFESSIONAL SVCS | 23,077            |             | 3,493            | 2,604            | 10,476            | 5,004               | 1,500            | -                | 100%                          |
| CONSULTANT SVCS                | -                 |             | -                |                  | -                 | -                   | -                | -                | -                             |
| ARCHITECT & ENGINEERING SVCS   | 77,723            |             | 38,000           | 28,500           | 9,777             | 1,446               | -                | 0                | 100%                          |
| RESERVE FOR CAPITAL RISK CONT  | -                 |             | -                |                  | -                 | -                   | -                | -                | -                             |
| <b>TOTAL EXPENDITURES</b>      | <b>\$ 453,514</b> | <b>\$ -</b> | <b>\$ 41,493</b> | <b>\$ 53,731</b> | <b>\$ 429,058</b> | <b>\$ (108,737)</b> | <b>\$ 37,969</b> | <b>\$ 0</b>      | <b>100%</b>                   |

**LIBERTY PARK**  
**Statement of Expenditures**  
For the periods December 2018 through December 2022

|                                | Budget              | 2018        | 2019              | 2020                | 2021                | 2022              | Encumbrance       | Budget Remaining | % of Budget Used & Encumbered |
|--------------------------------|---------------------|-------------|-------------------|---------------------|---------------------|-------------------|-------------------|------------------|-------------------------------|
| <b>EXPENDITURES</b>            |                     |             |                   |                     |                     |                   |                   |                  |                               |
| BUILDING CONSTRUCTION          | \$ 5,103,554        |             |                   | \$ 1,845,894        | \$ 3,048,857        | \$ 67,884         | \$ 90,920         | \$ 49,999        | 99%                           |
| LAND ACQUISITION               | -                   |             |                   |                     | -                   | -                 | -                 | -                | -                             |
| OTHER IMPROVEMENTS - Signage   | 118,552             |             |                   | 12,345              | 79,510              | 4,581             | 22,115            | 1                | 100%                          |
| CHILDREN'S AREAS               | 257,532             |             |                   | 24,226              | 230,877             | 2,428             | 1                 | (0)              | 100%                          |
| PUBLIC ART                     | 111,188             |             |                   | 4,000               | 106,439             | -                 | 748               | 1                | 100%                          |
| FURNITURE/FIXTURES/SHELVING    | 520,992             |             |                   |                     | 333,465             | 176,014           | 11,513            | -                | 100%                          |
| OTHER CAPITALIZED COSTS        | 114,265             |             | 6,615             | 105,597             | 2,053               | -                 | -                 | -                | 100%                          |
| CONSTRUCTION PROFESSIONAL SVCS | 323,786             |             | 40,388            | 119,278             | 143,937             | 12,156            | 8,027             | -                | 100%                          |
| CONSULTANT SVCS                | 66,729              |             | 20,251            | 17,400              | 26,378              | 2,700             | -                 | -                | 100%                          |
| ARCHITECT & ENGINEERING SVCS   | 735,041             |             | 404,268           | 253,301             | 55,332              | 21,621            | 519               | -                | 100%                          |
| RESERVE FOR CAPITAL RISK CONT  | -                   |             | -                 |                     | -                   | -                 | -                 | -                | -                             |
| OPERATING TRANSFER OUT         | 260,000             |             | -                 |                     | 260,000             | -                 | -                 | -                | 0%                            |
| <b>TOTAL EXPENDITURES</b>      | <b>\$ 7,611,639</b> | <b>\$ -</b> | <b>\$ 471,522</b> | <b>\$ 2,382,041</b> | <b>\$ 4,286,848</b> | <b>\$ 287,384</b> | <b>\$ 133,843</b> | <b>\$ 50,001</b> | <b>99%</b>                    |

**INDIAN TRAIL**  
**Statement of Expenditures**  
For the periods December 2018 through December 2022

|                                | Budget              | 2018        | 2019        | 2020             | 2021              | 2022                | Encumbrance       | Budget Remaining  | % of Budget Used & Encumbered |
|--------------------------------|---------------------|-------------|-------------|------------------|-------------------|---------------------|-------------------|-------------------|-------------------------------|
| <b>EXPENDITURES</b>            |                     |             |             |                  |                   |                     |                   |                   |                               |
| BUILDING CONSTRUCTION          | \$ 3,384,324        |             |             |                  | \$ 3,807          | \$ 2,785,291        | \$ 346,594        | \$ 248,632        | 93%                           |
| OTHER IMPROVEMENTS - Signage   | 104,429             |             |             | 3,774            | 12,389            | 47,455              | 36,547            | 4,264             | 96%                           |
| CHILDREN'S AREAS               | 160,466             |             |             | 7,798            | 62,937            | 89,731              | -                 | -                 | 100%                          |
| PUBLIC ART                     | 3,346               |             |             |                  | 1,346             | -                   | 2,000             | -                 | 100%                          |
| FURNITURE/FIXTURES/SHELVING    | 758,414             |             |             |                  | 6,384             | 321,906             | 427,056           | 3,068             | 100%                          |
| OTHER CAPITALIZED COSTS        | 19,729              |             |             |                  | 4,890             | 14,839              | -                 | -                 | 100%                          |
| CONSTRUCTION PROFESSIONAL SVCS | 110,000             |             |             | 84               | 15,781            | 87,083              | 2,100             | 4,952             | 95%                           |
| CONSULTANT SVCS                | 48,666              |             |             |                  | 21,700            | 23,283              | 3,684             | (1)               | 100%                          |
| ARCHITECT & ENGINEERING SVCS   | 235,122             |             |             |                  | 131,180           | 68,982              | 14,865            | 20,095            | 91%                           |
| RESERVE FOR CAPITAL RISK CONT  | -                   |             |             |                  | -                 | -                   | -                 | -                 |                               |
| <b>TOTAL EXPENDITURES</b>      | <b>\$ 4,824,496</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ 11,656</b> | <b>\$ 260,414</b> | <b>\$ 3,438,570</b> | <b>\$ 832,846</b> | <b>\$ 281,010</b> | <b>94%</b>                    |

**THE HIVE**  
**Statement of Expenditures**  
For the periods December 2018 through December 2022

|                                | Budget              | 2018        | 2019              | 2020                | 2021                | 2022              | Encumbrance      | Budget Remaining | % of Budget Used & Encumbered |
|--------------------------------|---------------------|-------------|-------------------|---------------------|---------------------|-------------------|------------------|------------------|-------------------------------|
| <b>EXPENDITURES</b>            |                     |             |                   |                     |                     |                   |                  |                  |                               |
| BUILDING CONSTRUCTION          | \$ 6,542,514        |             |                   | \$ 2,476,353        | \$ 3,844,741        | \$ 162,811        | \$ 8,609         | \$ 50,000        | 99%                           |
| OTHER IMPROVEMENTS - Signage   | 155,377             |             |                   | 11,364              | 134,147             | 8,174             | 1,692            | -                | 100%                          |
| CHILDREN'S AREAS               | -                   |             |                   |                     | -                   | -                 | -                | -                |                               |
| PUBLIC ART                     | 8,610               |             |                   |                     | 8,610               | -                 | -                | -                | 100%                          |
| FURNITURE/FIXTURES/SHELVING    | 506,284             |             |                   |                     | 385,235             | 104,141           | 16,909           | (1)              | 100%                          |
| OTHER CAPITALIZED COSTS        | 71,049              |             | 1,275             | 66,405              | 3,369               | -                 | -                | -                | 100%                          |
| CONSTRUCTION PROFESSIONAL SVCS | 297,046             |             | 26,804            | 112,788             | 137,263             | 10,096            | 10,096           | (1)              | 100%                          |
| CONSULTANT SVCS                | 72,631              |             | 18,952            | 21,529              | 29,290              | 2,860             | -                | -                | 100%                          |
| ARCHITECT & ENGINEERING SVCS   | 641,667             |             | 345,309           | 227,764             | 44,029              | 24,045            | 519              | 1                | 100%                          |
| RESERVE FOR CAPITAL RISK CONT  | -                   |             |                   |                     | -                   | -                 | -                | -                |                               |
| <b>TOTAL EXPENDITURES</b>      | <b>\$ 8,295,178</b> | <b>\$ -</b> | <b>\$ 392,340</b> | <b>\$ 2,916,203</b> | <b>\$ 4,586,684</b> | <b>\$ 312,127</b> | <b>\$ 37,825</b> | <b>\$ 49,999</b> | <b>99%</b>                    |



**SPOKANE PUBLIC LIBRARY**  
**Balance Sheet**  
**January 2023**

**ASSETS:**

|                             |                |
|-----------------------------|----------------|
| CASH ON HAND                | \$ 272,548     |
| PETTY CASH                  | 3,000          |
| ADVANCE TRAVEL - PETTY CASH | 10,000         |
| INVESTMENTS                 | 6,099,645      |
| PREPAID RENT                | -              |
| ACCOUNTS RECEIVABLE         | <u>198,156</u> |

**TOTAL ASSETS**

**\$ 6,583,349**

**LIABILITIES:**

|                         |          |
|-------------------------|----------|
| ACCOUNTS PAYABLE        | \$ 228   |
| ESCHEAT PROPERTY        | 98       |
| DEPOSITS/OTHER PAYABLES | 100      |
| UNEARNED REVENUE        | <u>-</u> |

**TOTAL LIABILITIES**

**\$ 426**

**FUND BALANCE:**

|  |                  |
|--|------------------|
| RESERVE FOR CAPITAL REPLACEMENT              | \$ 1,231,909     |
| ASSIGNED FUND BALANCE/CURRENT YR NET REVENUE | <u>5,351,013</u> |

**TOTAL FUND BALANCE**

**\$ 6,582,922**

**TOTAL LIABILITIES & FUND BALANCE**

**\$ 6,583,349**

**SPOKANE PUBLIC LIBRARY**  
**January 2023**  
**Combined Statement of Revenue and Expenditures**  
**For the period January 1, 2023 through January 31, 2023**

|  | Budget                 | Monthly             | YTD                 | Encumbrance       | Difference            | %         |
|--|------------------------|---------------------|---------------------|-------------------|-----------------------|-----------|
| <b>REVENUE</b>   |                        |                     |                     |                   |                       |           |
| TAXES  | \$ 2,357,049           | \$ -                | \$ -                | \$ -              | \$ (2,357,049)        | 0%        |
| INTERGOVERNMENTAL REVENUES   | 50,000                 | -                   | -                   | -                 | (50,000)              | 0%        |
| CHARGES FOR SERVICES   | 74,400                 | -                   | -                   | -                 | (74,400)              | 0%        |
| FINES & FORFEITS   | 25,000                 | 1,910               | 1,910               | -                 | (23,090)              | 8%        |
| MISCELLANEOUS REVENUES   | 106,000                | 24,770              | 24,770              | -                 | (81,230)              | 23%       |
| <b>TOTAL REVENUES</b>  | <b>\$ 2,612,449</b>    | <b>\$ 26,680</b>    | <b>\$ 26,680</b>    | <b>\$ -</b>       | <b>\$ (2,585,769)</b> | <b>1%</b> |
| <b>EXPENDITURES</b>  |                        |                     |                     |                   |                       |           |
| SALARIES & BENEFITS  | \$ 8,543,698           | \$ 475,681          | \$ 475,681          | \$ -              | \$ 8,068,017          | 6%        |
| SUPPLIES*  | 440,573                | 7,141               | 7,141               | 27,215            | 406,217               | 8%        |
| SERVICES & CHARGES   | 1,939,859              | 121,454             | 121,454             | 37,760            | 1,780,645             | 8%        |
| INTERFUND CHARGES  | 287,311                | -                   | -                   | -                 | 287,311               | 0%        |
| CAPITAL OUTLAY*  | 1,475,025              | 160,681             | 160,681             | 208,949           | 1,105,395             | 25%       |
| <b>TOTAL EXPENDITURES</b>  | <b>\$ 12,686,466</b>   | <b>\$ 764,958</b>   | <b>\$ 764,958</b>   | <b>\$ 273,923</b> | <b>\$ 11,647,586</b>  | <b>6%</b> |
| <b>EXCESS OF REVENUES OVER<br/>(UNDER) EXPENDITURES</b>                                      | <b>\$ (10,074,017)</b> | <b>\$ (738,277)</b> | <b>\$ (738,277)</b> |                   | <b>\$ (9,061,817)</b> |           |
| <b>OTHER FINANCING SOURCES (USES)</b>  |                        |                     |                     |                   |                       |           |
| FROM GENERAL FUND  | 9,754,899              | 750,376             | 750,376             |                   | (9,004,523)           | 8%        |
|  | <b>\$ 9,754,899</b>    | <b>\$ 750,376</b>   | <b>\$ 750,376</b>   | <b>\$ -</b>       | <b>\$ (9,004,523)</b> |           |
| <b>EXCESS OF REVENUES AND OTHER<br/>SOURCES OVER (UNDER)<br/>EXPENDITURES AND OTHER USES</b> |                        |                     |                     |                   |                       |           |
|  | <b>\$ (319,118)</b>    | <b>\$ 12,099</b>    | <b>\$ 12,099</b>    | <b>\$ 273,923</b> | <b>\$ (57,294)</b>    |           |

\* Budget includes 2022 encumbrance carryforward.

**SPOKANE PUBLIC LIBRARY**  
**January 2023**  
**Revenue and Other Funding Sources**  
For the period January 1, 2023 through January 31, 2023

|  | Budget               | Monthly<br>Receipts | YTD<br>Receipts   | Unrealized<br>Revenue | %<br>Received |
|--|----------------------|---------------------|-------------------|-----------------------|---------------|
| <b>REVENUE</b>                                     |                      |                     |                   |                       |               |
| SALE OF MERCHANDISE                                | \$ 5,000             | \$ -                | \$ -              | \$ 5,000              | 0%            |
| LIBRARY FINES & FEES                               | 25,000               | 1,910               | 1,910             | 23,090                | 8%            |
| INTEREST EARNINGS                                  | 32,000               | -                   | -                 | 32,000                | 0%            |
| PARKING LOT  | 13,000               | 2,696               | 2,696             | 10,304                | 21%           |
| CONTRIBUTIONS/DONATIONS                            | 35,000               | 20,877              | 20,877            | 14,123                | 60%           |
| INTERGOVERNMENTAL REVENUES                         | 119,400              | -                   | -                 | 119,400               | 0%            |
| SALE OF SCRAP/JUNK                                 | 1,000                | -                   | -                 | 1,000                 | 0%            |
| OTHER MISC REV                                     | 25,000               | 1,197               | 1,197             | 23,803                | 5%            |
| <b>REVENUE SUBTOTAL</b>                            | <b>\$ 255,400</b>    | <b>\$ 26,680</b>    | <b>\$ 26,680</b>  | <b>\$ 228,720</b>     | <b>10%</b>    |
| <b>OPERATING TRANSFERS</b>                         |                      |                     |                   |                       |               |
| GENERAL FUND ALLOCATION                            | \$ 9,754,899         | 750,376             | \$ 750,376        | \$ 9,004,523          | 8%            |
| GENERAL FUND LEVY LID LIFT                         | 2,357,049            | -                   | -                 | 2,357,049             | 0%            |
| <b>TRANSFERS SUBTOTAL</b>                          | <b>\$ 12,111,948</b> | <b>\$ 750,376</b>   | <b>\$ 750,376</b> | <b>\$ 11,361,572</b>  | <b>6%</b>     |
| <b>TOTAL REVENUE AND OTHER<br/>FUNDING SOURCES</b> | <b>\$ 12,367,348</b> | <b>\$ 777,056</b>   | <b>\$ 777,056</b> | <b>\$ 11,590,292</b>  | <b>6%</b>     |

**SPOKANE PUBLIC LIBRARY**  
**January 2023**  
**Statement of Expenditures**  
For the period January 1, 2023 through January 31, 2023

**SERVICE AREA SUMMARY**

|                           | <b>Budget</b>       | <b>Monthly<br/>Expenditure</b> | <b>YTD<br/>Expenditure</b> | <b>Encumbrance</b> | <b>Balance</b>      | <b>% Used</b> |
|---------------------------|---------------------|--------------------------------|----------------------------|--------------------|---------------------|---------------|
| LIBRARY ADMINISTRATION    | \$ 1,856,196        | \$ 65,546                      | \$ 65,546                  | \$ 6,350           | \$ 1,784,300        | 4%            |
| COMMUNITY TECHNOLOGY      | 1,069,911           | \$ 41,896                      | \$ 41,896                  | 8,998              | 1,019,017           | 5%            |
| COMMUNICATIONS            | 413,226             | \$ 20,452                      | \$ 20,452                  | -                  | 392,774             | 5%            |
| PUBLIC SERVICES           | 5,213,285           | \$ 275,700                     | \$ 275,700                 | 3,511              | 4,934,074           | 5%            |
| SUPPORT SERVICES          | 788,762             | \$ 39,373                      | \$ 39,373                  | -                  | 749,389             | 5%            |
| PROGRAMMING               | 29,000              | \$ -                           | \$ -                       | -                  | 29,000              | 0%            |
| TRAINING                  | 63,100              | \$ 7                           | \$ 7                       | -                  | 63,093              | 0%            |
| LIBRARY FACILITIES        | 1,777,961           | \$ 161,303                     | \$ 161,303                 | 46,115             | 1,570,544           | 12%           |
| CAPITAL EXPENDITURES      | 1,475,025           | \$ 160,681                     | \$ 160,681                 | 208,949            | 1,105,395           | 25%           |
| <b>TOTAL LIBRARY FUND</b> | <b>\$12,686,466</b> | <b>\$ 764,958</b>              | <b>\$ 764,958</b>          | <b>\$ 273,923</b>  | <b>\$11,647,586</b> | <b>8%</b>     |

**SPOKANE PUBLIC LIBRARY**  
**January 2023**  
**Statement of Expenditures**  
For the period January 1, 2023 through January 31, 2023

**FUNCTION #72100 LIBRARY ADMINISTRATION**

|                              | Budget              | Monthly<br>Expenditure | YTD<br>Expenditure | Encumbrance     | Balance             | % Used    |
|------------------------------|---------------------|------------------------|--------------------|-----------------|---------------------|-----------|
| <b>PERSONNEL</b>             |                     |                        |                    |                 |                     |           |
| SALARIES & WAGES             | \$ 1,099,431        | \$ 46,304              | \$ 46,304          | \$ -            | \$ 1,053,126        | 4%        |
| PERSONNEL BENEFITS           | 261,749             | 19,069                 | 19,069             | -               | 242,680             | 7%        |
| <b>SUBTOTAL PERSONNEL</b>    | <b>\$ 1,361,180</b> | <b>\$ 65,374</b>       | <b>\$ 65,374</b>   | <b>\$ -</b>     | <b>\$ 1,295,806</b> | <b>5%</b> |
| <b>OTHER</b>                 |                     |                        |                    |                 |                     |           |
| SOFTWARE                     | \$ 50,000           | \$ -                   | \$ -               | \$ -            | \$ 50,000           | 0%        |
| NON TRAVEL MEALS             | 2,000               | -                      | -                  | -               | 2,000               | 0%        |
| OPERATING SUPPLIES           | 5,000               | 17                     | 17                 | -               | 4,983               | 0%        |
| PROFESSIONAL SERVICES        | 30,000              | -                      | -                  | -               | 30,000              | 0%        |
| STATE AUDIT CHARGES          | 30,000              | -                      | -                  | -               | 30,000              | 0%        |
| CONTRACT SERVICES            | 115,000             | -                      | -                  | 6,350           | 108,650             | 6%        |
| BACKGROUND CHECKS            | 500                 | -                      | -                  | -               | 500                 | 0%        |
| AIR FARE                     | 5,000               | -                      | -                  | -               | 5,000               | 0%        |
| LOCAL TRAVEL                 | 100                 | -                      | -                  | -               | 100                 | 0%        |
| LODGING                      | 7,000               | -                      | -                  | -               | 7,000               | 0%        |
| PER DIEM                     | 800                 | -                      | -                  | -               | 800                 | 0%        |
| OTHER TRANSPORTATION EXPENSE | 2,000               | -                      | -                  | -               | 2,000               | 0%        |
| MISC SERVICES/CHARGES        | 1,000               | -                      | -                  | -               | 1,000               | 0%        |
| REGISTRATION/SCHOOLING       | 3,500               | -                      | -                  | -               | 3,500               | 0%        |
| DUES/SUBSCRIPT/MEMBERSHIPS   | 24,000              | -                      | -                  | -               | 24,000              | 0%        |
| BANK FEES                    | 7,000               | 155                    | 155                | -               | 6,845               | 2%        |
| INTERFUND PAYMENT FOR SVCS   | 212,116             | -                      | -                  | -               | 212,116             | 0%        |
| <b>SUBTOTAL OTHER</b>        | <b>\$ 495,016</b>   | <b>\$ 172</b>          | <b>\$ 172</b>      | <b>\$ 6,350</b> | <b>\$ 488,494</b>   | <b>1%</b> |
| <b>TOTAL</b>                 | <b>\$ 1,856,196</b> | <b>\$ 65,546</b>       | <b>\$ 65,546</b>   | <b>\$ 6,350</b> | <b>\$ 1,784,300</b> | <b>4%</b> |

**SPOKANE PUBLIC LIBRARY**  
**January 2023**  
**Statement of Expenditures**  
For the period January 1, 2023 through January 31, 2023

**FUNCTION #72140 COMMUNITY TECHNOLOGY**

|                            | Budget              | Monthly<br>Expenditure | YTD<br>Expenditure | Encumbrance     | Balance             | % Used    |
|----------------------------|---------------------|------------------------|--------------------|-----------------|---------------------|-----------|
| <b>PERSONNEL</b>           |                     |                        |                    |                 |                     |           |
| SALARIES & WAGES           | \$ 463,964          | \$ 26,252              | \$ 26,252          | \$ -            | \$ 437,712          | 6%        |
| PERSONNEL BENEFITS         | 177,480             | 11,893                 | 11,893             |                 | 165,586             | 7%        |
| <b>SUBTOTAL PERSONNEL</b>  | <b>\$ 641,444</b>   | <b>\$ 38,146</b>       | <b>\$ 38,146</b>   | <b>\$ -</b>     | <b>\$ 603,298</b>   | <b>6%</b> |
| <b>OTHER</b>               |                     |                        |                    |                 |                     |           |
| OPERATING SUPPLIES         | \$ 8,364            | \$ -                   | \$ -               | \$ 540          | \$ 7,824            | 6%        |
| MINOR EQUIPMENT            | 65,632              | 333                    | 333                | -               | 65,299              | 1%        |
| PROFESSIONAL SERVICES      | 100,000             | 3,215                  | 3,215              | 8,458           | 88,327              | 12%       |
| CONTRACTUAL SERVICES       | 88,000              | -                      | -                  | -               | 88,000              | 0%        |
| IT/DATA SERVICES           | 157,000             | -                      | -                  | -               | 157,000             | 0%        |
| CELL PHONE                 | 8,240               | 203                    | 203                | -               | 8,037               | 2%        |
| LOCAL MILEAGE              | 100                 | -                      | -                  | -               | 100                 | 0%        |
| INTERFUND PAYMENT FOR SVCS | 1,131               | -                      | -                  | -               | 1,131               | 0%        |
| <b>SUBTOTAL OTHER</b>      | <b>\$ 428,467</b>   | <b>\$ 3,750</b>        | <b>\$ 3,750</b>    | <b>\$ 8,998</b> | <b>\$ 415,719</b>   | <b>3%</b> |
| <b>TOTAL</b>               | <b>\$ 1,069,911</b> | <b>\$ 41,896</b>       | <b>\$ 41,896</b>   | <b>\$ 8,998</b> | <b>\$ 1,019,017</b> | <b>5%</b> |

**SPOKANE PUBLIC LIBRARY**  
**January 2023**  
**Statement of Expenditures**  
For the period January 1, 2023 through January 31, 2023

**FUNCTION #72160 COMMUNICATIONS**

|                                  | Budget            | Monthly<br>Expenditure | YTD<br>Expenditure | Encumbrance | Balance           | % Used    |
|----------------------------------|-------------------|------------------------|--------------------|-------------|-------------------|-----------|
| <b>PERSONNEL</b>                 |                   |                        |                    |             |                   |           |
| SALARIES & WAGES                 | \$ 246,528        | \$ 13,961              | \$ 13,961          | \$ -        | \$ 232,567        | 6%        |
| PERSONNEL BENEFITS               | 91,998            | 6,491                  | 6,491              |             | 85,506            | 7%        |
| <b>SUBTOTAL PERSONNEL</b>        | <b>\$ 338,526</b> | <b>\$ 20,452</b>       | <b>\$ 20,452</b>   | <b>\$ -</b> | <b>\$ 318,074</b> | <b>6%</b> |
| <b>OTHER</b>                     |                   |                        |                    |             |                   |           |
| OPERATING SUPPLIES               | \$ 22,000         | \$ -                   | \$ -               | \$ -        | \$ 22,000         | 0%        |
| PROMOTIONAL SUPPLIES             | 8,000             | -                      | -                  | -           | 8,000             | 0%        |
| PROFESSIONAL SERVICES & PRINTING | 16,000            | -                      | -                  | -           | 16,000            | 0%        |
| CONTRACT SERVICES                | 2,500             | -                      | -                  | -           | 2,500             | 0%        |
| ADVERTISING                      | 25,200            | -                      | -                  | -           | 25,200            | 0%        |
| DUES/SUBSCRIPT/MEMBERSHIPS       | 1,000             | -                      | -                  | -           | 1,000             | 0%        |
| <b>SUBTOTAL OTHER</b>            | <b>\$ 74,700</b>  | <b>\$ -</b>            | <b>\$ -</b>        | <b>\$ -</b> | <b>\$ 74,700</b>  | <b>0%</b> |
| <b>TOTAL</b>                     | <b>\$ 413,226</b> | <b>\$ 20,452</b>       | <b>\$ 20,452</b>   | <b>\$ -</b> | <b>\$ 392,774</b> | <b>5%</b> |

**SPOKANE PUBLIC LIBRARY**  
**January 2023**  
**Statement of Expenditures**  
For the period January 1, 2023 through January 31, 2023

**FUNCTION #72210 PUBLIC SERVICES**

|                             | Budget              | Monthly<br>Expenditure | YTD<br>Expenditure | Encumbrance     | Balance             | % Used    |
|-----------------------------|---------------------|------------------------|--------------------|-----------------|---------------------|-----------|
| <b>PERSONNEL</b>            |                     |                        |                    |                 |                     |           |
| SALARIES & WAGES            | \$ 3,440,472        | \$ 194,302             | \$ 194,302         | \$ -            | \$ 3,246,170        | 6%        |
| PERSONNEL BENEFITS          | 1,248,925           | 80,841                 | 80,841             | -               | 1,168,084           | 6%        |
| <b>SUBTOTAL PERSONNEL</b>   | <b>\$ 4,689,397</b> | <b>\$ 275,144</b>      | <b>\$ 275,144</b>  | <b>\$ -</b>     | <b>\$ 4,414,254</b> | <b>6%</b> |
| <b>OTHER</b>                |                     |                        |                    |                 |                     |           |
| POSTAGE                     | \$ 18,000           | \$ -                   | \$ -               | \$ -            | \$ 18,000           | 0%        |
| OPERATING SUPPLIES          | 58,500              | -                      | -                  | 3,511           | 54,989              | 6%        |
| RECREATIONAL SUPPLIES       | 15,000              | 207                    | 207                | -               | 14,793              | 1%        |
| MINOR EQUIPMENT             | 1,000               | -                      | -                  | -               | 1,000               | 0%        |
| CONTRACTUAL SERVICES        | 25,000              | -                      | -                  | -               | 25,000              | 0%        |
| PRESENTER SERVICES          | 25,000              | 350                    | 350                | -               | 24,650              | 1%        |
| LOCAL MILEAGE               | 4,400               | -                      | -                  | -               | 4,400               | 0%        |
| PARKING                     | 800                 | -                      | -                  | -               | 800                 | 0%        |
| UTILITY SERVICES            | 339,893             | -                      | -                  | -               | 339,893             | 0%        |
| EQUIP REPAIRS & MAINTENANCE | 1,500               | -                      | -                  | -               | 1,500               | 0%        |
| INTERFUND PAYMENT FOR SVCS  | 34,795              | -                      | -                  | -               | 34,795              | 0%        |
| <b>SUBTOTAL OTHER</b>       | <b>\$ 523,888</b>   | <b>\$ 557</b>          | <b>\$ 557</b>      | <b>\$ 3,511</b> | <b>\$ 519,820</b>   | <b>1%</b> |
| <b>TOTAL</b>                | <b>\$ 5,213,285</b> | <b>\$ 275,700</b>      | <b>\$ 275,700</b>  | <b>\$ 3,511</b> | <b>\$ 4,934,074</b> | <b>5%</b> |



**SPOKANE PUBLIC LIBRARY**  
**January 2023**  
**Statement of Expenditures**  
For the period January 1, 2023 through January 31, 2023

**FUNCTION #72230 SUPPORT SERVICES**

|                            | Budget            | Monthly<br>Expenditure | YTD<br>Expenditure | Encumbrance | Balance           | % Used    |
|----------------------------|-------------------|------------------------|--------------------|-------------|-------------------|-----------|
| <b>PERSONNEL</b>           |                   |                        |                    |             |                   |           |
| SALARIES & WAGES           | \$ 450,202        | \$ 26,377              | \$ 26,377          | \$ -        | \$ 423,825        | 6%        |
| PERSONNEL BENEFITS         | 179,796           | 12,996                 | 12,996             |             | 166,800           | 7%        |
| <b>SUBTOTAL PERSONNEL</b>  | <b>\$ 629,998</b> | <b>\$ 39,373</b>       | <b>\$ 39,373</b>   | <b>\$ -</b> | <b>\$ 590,625</b> | <b>6%</b> |
| <b>OTHER</b>               |                   |                        |                    |             |                   |           |
| OPERATING SUPPLIES         | \$ 24,000         | \$ -                   | \$ -               | \$ -        | \$ 24,000         | 0%        |
| PROFESSIONAL SERVICES      | 18,500            | -                      | -                  | -           | 18,500            | 0%        |
| IT/DATA SVCS               | 100,000           | -                      | -                  | -           | 100,000           | 0%        |
| PRINTING & BINDING         | 1,000             | -                      | -                  | -           | 1,000             | 0%        |
| LOCAL MILEAGE              | -                 | -                      | -                  | -           | -                 |           |
| INTERFUND PAYMENT FOR SVCS | 15,264            | -                      | -                  | -           | 15,264            | 0%        |
| <b>SUBTOTAL OTHER</b>      | <b>\$ 158,764</b> | <b>\$ -</b>            | <b>\$ -</b>        | <b>\$ -</b> | <b>\$ 158,764</b> | <b>0%</b> |
| <b>TOTAL</b>               | <b>\$ 788,762</b> | <b>\$ 39,373</b>       | <b>\$ 39,373</b>   | <b>\$ -</b> | <b>\$ 749,389</b> | <b>5%</b> |

**SPOKANE PUBLIC LIBRARY**  
**January 2023**  
**Statement of Expenditures**  
 For the period January 1, 2023 through January 31, 2023

**FUNCTION #72250 PROGRAMMING**

|                      | Budget           | Monthly<br>Expenditure | YTD<br>Expenditure | Encumbrance | Balance          | % Used    |
|----------------------|------------------|------------------------|--------------------|-------------|------------------|-----------|
| <b>OTHER</b>         |                  |                        |                    |             |                  |           |
| OPERATING SUPPLIES   | \$ 15,000        | \$ -                   | \$ -               | \$ -        | \$ 15,000        | 0%        |
| CONTRACTUAL SERVICES | 14,000           | -                      | -                  | -           | 14,000           | 0%        |
| <b>TOTAL</b>         | <b>\$ 29,000</b> | <b>\$ -</b>            | <b>\$ -</b>        | <b>\$ -</b> | <b>\$ 29,000</b> | <b>0%</b> |

**SPOKANE PUBLIC LIBRARY**  
**January 2023**  
**Statement of Expenditures**  
For the period January 1, 2023 through January 31, 2023

**FUNCTION #72400 TRAINING**

|                               | Budget           | Monthly<br>Expenditure | YTD<br>Expenditure | Encumbrance | Balance          | % Used    |
|-------------------------------|------------------|------------------------|--------------------|-------------|------------------|-----------|
| <b>OTHER</b>                  |                  |                        |                    |             |                  |           |
| NON-TRAVEL MEALS/LGHT RFRSHMT | \$ 600           | \$ -                   | \$ -               | \$ -        | \$ 600           | 0%        |
| OPERATING SUPPLIES            | 3,000            | -                      | -                  | -           | 3,000            | 0%        |
| AIR FARE                      | 8,000            | -                      | -                  | -           | 8,000            | 0%        |
| LODGING                       | 10,000           | -                      | -                  | -           | 10,000           | 0%        |
| PER DIEM                      | 2,500            | -                      | -                  | -           | 2,500            | 0%        |
| OTHER TRAVEL                  | 1,000            | -                      | -                  | -           | 1,000            | 0%        |
| REGISTRATION/SCHOOLING/CONF   | 10,000           | 7                      | 7                  | -           | 9,993            | 0%        |
| TUITION REIMBURSEMENT         | 25,000           | -                      | -                  | -           | 25,000           | 0%        |
| DUES/MEMBERSHIPS              | 3,000            | -                      | -                  | -           | 3,000            | 0%        |
| <b>TOTAL</b>                  | <b>\$ 63,100</b> | <b>\$ 7</b>            | <b>\$ 7</b>        | <b>\$ -</b> | <b>\$ 63,093</b> | <b>0%</b> |

**SPOKANE PUBLIC LIBRARY**  
**January 2023**  
**Statement of Expenditures**  
For the period January 1, 2023 through January 31, 2023

**FUNCTION #72500 FACILITIES**

|                            | Budget              | Monthly<br>Expenditure | YTD<br>Expenditure | Encumbrance      | Balance             | % Used     |
|----------------------------|---------------------|------------------------|--------------------|------------------|---------------------|------------|
| <b>PERSONNEL</b>           |                     |                        |                    |                  |                     |            |
| SALARIES & WAGES           | \$ 621,248          | \$ 26,547              | \$ 26,547          | \$ -             | \$ 594,700          | 4%         |
| PERSONNEL BENEFITS         | 261,906             | 10,646                 | 10,646             |                  | 251,260             | 4%         |
| <b>SUBTOTAL PERSONNEL</b>  | <b>\$883,153</b>    | <b>\$ 37,193</b>       | <b>\$37,193</b>    | <b>\$ -</b>      | <b>\$845,960</b>    | <b>4%</b>  |
| <b>OTHER</b>               |                     |                        |                    |                  |                     |            |
| CHEMICAL/LAB SUPPLIES      | \$ 35,000           | \$ 101                 | \$ 101             | \$ 22,980        | \$ 11,919           | 66%        |
| SAFETY SUPPLIES            | 10,000              | -                      | -                  | -                | 10,000              | 0%         |
| REPAIR & MAINT SUPPLIES*   | 81,977              | 4,305                  | 4,305              | 184              | 77,488              | 5%         |
| VEHICLE REPAIR SUPPLIES    | 4,000               | -                      | -                  | -                | 4,000               | 0%         |
| MINOR EQUIPMENT            | 13,500              | 2,179                  | 2,179              | -                | 11,321              | 16%        |
| PROFESSIONAL SERVICES      | 30,000              | 5,859                  | 5,859              | 4,451            | 19,690              | 34%        |
| CONTRACTUAL SERVICES       | 85,000              | 3,332                  | 3,332              | 18,500           | 63,168              | 26%        |
| SNOW REMOVAL SERVICES      | 30,000              | -                      | -                  | -                | 30,000              | 0%         |
| LANDSCAPE                  | 15,000              | -                      | -                  | -                | 15,000              | 0%         |
| LOCAL MILEAGE              | 2,000               | -                      | -                  | -                | 2,000               | 0%         |
| INSURANCE                  | 110,500             | 108,219                | 108,219            | -                | 2,281               | 98%        |
| UTILITIES                  | 9,578               | -                      | -                  | -                | 9,578               | 0%         |
| MISC REPAIRS/MAINTENANCE   | 100,000             | -                      | -                  | -                | 100,000             | 0%         |
| LAUNDRY/JANITORIAL SVCS    | 2,000               | 114                    | 114                | -                | 1,886               | 6%         |
| PERMITS                    | 10,000              | -                      | -                  | -                | 10,000              | 0%         |
| ALARM/SECURITY SERVICES    | 332,248             | -                      | -                  | -                | 332,248             | 0%         |
| INTERFUND PAYMENT FOR SVCS | 24,005              | -                      | -                  | -                | 24,005              | 0%         |
| <b>SUBTOTAL OTHER</b>      | <b>\$ 894,808</b>   | <b>\$ 124,110</b>      | <b>\$ 124,110</b>  | <b>\$ 46,115</b> | <b>\$ 724,583</b>   | <b>19%</b> |
| <b>TOTAL</b>               | <b>\$ 1,777,961</b> | <b>\$ 161,303</b>      | <b>\$ 161,303</b>  | <b>\$ 46,115</b> | <b>\$ 1,570,544</b> | <b>12%</b> |

\* Budget includes 2022 encumbrance carryforward.

**SPOKANE PUBLIC LIBRARY**  
**January 2023**  
**Statement of Expenditures**  
For the period January 1, 2023 through January 31, 2023

**FUNCTION #94000 CAPITAL OUTLAY**

|                               | Budget              | Monthly<br>Expenditure | YTD<br>Expenditure | Encumbrance       | Balance             | % Used     |
|-------------------------------|---------------------|------------------------|--------------------|-------------------|---------------------|------------|
| <b>CAPITAL EXPENDITURES</b>   |                     |                        |                    |                   |                     |            |
| <b>LIBRARY</b>                |                     |                        |                    |                   |                     |            |
| MACHINERY/EQUIPMENT*          | \$ 213,009          | \$ -                   | \$ -               | \$ 208,949        | \$ 4,060            | 98%        |
| LIBRARY BOOKS/OTHER MATERIALS | 1,102,016           | 160,681                | 160,681            | -                 | 941,335             | 15%        |
| VEHICLES                      | 70,000              | -                      | -                  | -                 | 70,000              | 0%         |
| BLDG IMPROVEMENTS             | 90,000              | -                      | -                  | -                 | 90,000              | 0%         |
| <b>TOTAL</b>                  | <b>\$ 1,475,025</b> | <b>\$ 160,681</b>      | <b>\$ 160,681</b>  | <b>\$ 208,949</b> | <b>\$ 1,105,395</b> | <b>25%</b> |

\* Budget includes 2022 encumbrance carryforward.

**FUND #3365 - UTGO CAPITAL BOND FUND**  
**Combined Statement of Revenue and Expenditures**  
For the periods December 2018 through January 2023

|                                       | Budget               | 2018 - 2019          | 2020                 | 2021                 | 2022                 | 2023              | Encumbrance         | Budget Remaining    | % of Budget Used & Encumbered |
|---------------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|-------------------|---------------------|---------------------|-------------------------------|
| <b>OTHER FINANCING SOURCES (USES)</b> |                      |                      |                      |                      |                      |                   |                     |                     |                               |
| GENERAL OBLIGATION BONDS              | \$ 77,000,000        | \$ 73,605,000        | \$ -                 | \$ -                 | \$ -                 | \$ -              | \$ -                | \$ -                |                               |
| PREMIUMS ON BONDS SOLD                |                      | 4,133,475            |                      |                      |                      |                   |                     |                     |                               |
| INTEREST EARNINGS                     |                      | 1,634,936            | 1,053,372            | 424,610              | 197,462              | -                 |                     |                     |                               |
| INSURANCE RECOVERIES                  |                      | -                    | -                    | 5,838                | -                    | -                 |                     |                     |                               |
| E-RATE (USAC)                         |                      |                      |                      |                      | 240,794              | -                 |                     |                     |                               |
| INTERFUND TRANSFER-CITY CSO (DT)      |                      |                      | 400,674              |                      |                      |                   |                     |                     |                               |
| <b>TOTAL REVENUES</b>                 | <b>\$ 77,000,000</b> | <b>\$ 79,373,411</b> | <b>\$ 1,454,046</b>  | <b>\$ 430,448</b>    | <b>\$ 438,256</b>    | <b>\$ -</b>       | <b>\$ -</b>         | <b>\$ -</b>         |                               |
| <b>EXPENDITURES</b>                   |                      |                      |                      |                      |                      |                   |                     |                     |                               |
| BUILDING CONSTRUCTION                 | \$ 55,826,699        | \$ 50,549            | \$ 14,652,343        | \$ 28,479,773        | \$ 10,735,961        | \$ 3,165          | \$ 1,114,244        | \$ 790,665          | 99%                           |
| LAND ACQUISITION                      | -                    | -                    | -                    | -                    | -                    | -                 | -                   | -                   |                               |
| OTHER IMPROVEMENTS-Signage            | 1,051,826            | -                    | 103,145              | 507,467              | 228,897              | -                 | 196,239             | 16,078              | 98%                           |
| CHILDREN'S AREAS                      | 1,572,216            | -                    | 202,100              | 1,031,350            | 338,766              | -                 | 1                   | (1)                 | 100%                          |
| PUBLIC ART                            | 503,971              | -                    | 12,000               | 339,395              | 30,735               | -                 | 10,585              | 111,256             | 78%                           |
| FURNITURE/FIXTURES/SHELVING           | 6,193,699            | -                    | -                    | 1,601,325            | 2,868,208            | 99,812            | 1,501,131           | 123,223             | 98%                           |
| LAB EQUIPMENT - Video Lab             | 27,509               | -                    | -                    | 26,635               | 874                  | -                 | -                   | (0)                 | 100%                          |
| BOOKS & MATERIALS                     | 2,000,000            | 144,913              | 279,502              | 808,075              | 358,881              | 26,646            | -                   | 381,983             | 81%                           |
| COMPUTER/MICRO EQUIPMENT              | 1,321,899            | -                    | 22,095               | 912,211              | 17,885               | -                 | 169,493             | 200,215             | 85%                           |
| DATA PROCESSING EQUIP                 | 2,135,294            | -                    | 782,447              | 601,735              | 392,490              | -                 | 64,315              | 294,307             | 86%                           |
| TV'S/AUDIO VISUAL - Studio            | 175,078              | -                    | -                    | 17,048               | 158,029              | -                 | -                   | 1                   | 100%                          |
| CONSTR. FIXED ASSETS                  | 769,788              | -                    | -                    | -                    | 7,325                | -                 | 36,192              | 726,271             | 6%                            |
| OTHER CAPITALIZED COSTS               | 521,527              | 11,291               | 470,590              | 14,216               | 25,429               | -                 | -                   | 1                   | 100%                          |
| CONSTRUCTION PROFESSIONAL SVCS        | 2,514,269            | 321,125              | 636,341              | 846,665              | 494,868              | -                 | 186,650             | 28,619              | 99%                           |
| CONSULTANT SVCS                       | 524,507              | 101,075              | 156,600              | 178,160              | 78,989               | -                 | 9,684               | (1)                 | 100%                          |
| ARCHITECT & ENGINEERING SVCS          | 6,679,543            | 2,971,151            | 2,059,412            | 1,063,884            | 431,298              | -                 | 79,888              | 73,910              | 99%                           |
| LABOR COSTS TO CAPITAL                | 10,018               | 10,018               | -                    | -                    | -                    | -                 | -                   | -                   | 100%                          |
| LABOR OVERHEAD COSTS TO CAPITAL       | 9,176                | 9,176                | -                    | -                    | -                    | -                 | -                   | -                   | 100%                          |
| RESERVE FOR CAPITAL OUTLAY            | -                    | -                    | -                    | -                    | -                    | -                 | -                   | -                   |                               |
| RESERVE FOR CAPITAL RISK CONT         | 90,894               | -                    | -                    | -                    | -                    | -                 | -                   | 90,894              | 0%                            |
| ISSUANCE COSTS                        | 732,569              | 732,569              | -                    | -                    | -                    | -                 | -                   | -                   | 100%                          |
| OPERATING TRANSFER OUT                | 265,906              | 5,906                | -                    | 260,000              | -                    | -                 | -                   | -                   | 100%                          |
|                                       | -                    | -                    | -                    | -                    | -                    | -                 | -                   | -                   |                               |
| <b>TOTAL EXPENDITURES</b>             | <b>\$ 82,926,388</b> | <b>\$ 4,357,773</b>  | <b>\$ 19,376,575</b> | <b>\$ 36,687,939</b> | <b>\$ 16,168,634</b> | <b>\$ 129,623</b> | <b>\$ 3,368,422</b> | <b>\$ 2,837,421</b> | <b>97%</b>                    |

**PROGRAM OWNER COSTS**  
**Statement of Expenditures**  
For the periods December 2018 through January 2023

|                                 | Budget              | 2018 - 2019         | 2020                | 2021                | 2022              | 2023             | Encumbrance       | Budget Remaining    | % of Budget Used & Encumbered |
|---------------------------------|---------------------|---------------------|---------------------|---------------------|-------------------|------------------|-------------------|---------------------|-------------------------------|
| <b>EXPENDITURES</b>             |                     |                     |                     |                     |                   |                  |                   |                     |                               |
| BOOKS & MATERIALS               | \$ 2,000,000        | \$ 144,913          | \$ 279,502          | \$ 808,075          | \$ 358,881        | \$ 26,646        | \$ -              | \$ 381,983          | 81%                           |
| CHILDREN'S AREAS                | 6,097               | -                   | -                   | -                   | 6,097             | -                | -                 | -                   | 100%                          |
| PUBLIC ART                      | 111,255             | -                   | -                   | -                   | -                 | -                | -                 | 111,255             | 0%                            |
| FURNITURE/FIXTURES/SHELVING     | 66,958              | -                   | -                   | -                   | -                 | -                | 8,417             | 58,541              | 13%                           |
| TECHNOLOGY EQUIPMENT            | 1,321,899           | -                   | 22,095              | 912,211             | 17,885            | -                | 169,493           | 200,215             | 85%                           |
| AUTOMATED MATERIAL HANDLING     | 2,135,294           | -                   | 782,447             | 601,735             | 392,490           | -                | 64,315            | 294,307             | 86%                           |
| CONST OF FIXED ASSETS           | 769,788             | -                   | -                   | -                   | 7,325             | -                | 36,192            | 726,271             | 6%                            |
| CONSTRUCTION PROFESSIONAL SVCS  | 514,191             | 98,142              | 132,736             | 125,510             | 91,675            | -                | 64,813            | 1,315               | 100%                          |
| ARCHITECT & ENGINEERING SVCS    | 699,106             | 605,425             | 9,256               | 10,257              | 16,590            | -                | 34,042            | 23,536              | 97%                           |
| LABOR COSTS TO CAPITAL          | 10,018              | 10,018              | -                   | -                   | -                 | -                | -                 | -                   | 100%                          |
| LABOR OVERHEAD COSTS TO CAPITAL | 9,176               | 9,176               | -                   | -                   | -                 | -                | -                 | -                   | 100%                          |
| RESERVE FOR CAPITAL RISK CONT   | 90,894              | -                   | -                   | -                   | -                 | -                | -                 | 90,894              | 0%                            |
| ISSUANCE COSTS                  | 732,569             | 732,569             | -                   | -                   | -                 | -                | -                 | -                   | 100%                          |
| OPERATING TRANSFER OUT-DEBT     | 5,906               | 5,906               | -                   | -                   | -                 | -                | -                 | -                   | 100%                          |
|                                 | -                   | -                   | -                   | -                   | -                 | -                | -                 | -                   | -                             |
| <b>TOTAL EXPENDITURES</b>       | <b>\$ 8,473,151</b> | <b>\$ 1,606,149</b> | <b>\$ 1,226,036</b> | <b>\$ 2,457,788</b> | <b>\$ 890,943</b> | <b>\$ 26,646</b> | <b>\$ 377,272</b> | <b>\$ 1,888,317</b> | <b>78%</b>                    |

**CENTRAL BRANCH**  
**Statement of Expenditures**  
For the periods December 2018 through January 2023

|                                | Budget               | 2018 - 2019         | 2020                | 2021                 | 2022                | 2023        | Encumbrance       | Budget Remaining  | % of Budget Used & Encumbered |
|--------------------------------|----------------------|---------------------|---------------------|----------------------|---------------------|-------------|-------------------|-------------------|-------------------------------|
| <b>EXPENDITURES</b>            |                      |                     |                     |                      |                     |             |                   |                   |                               |
| BUILDING CONSTRUCTION          | \$ 25,861,678        | \$ 50,549           | \$ 4,996,533        | \$ 15,773,171        | \$ 4,659,508        | \$ -        | \$ 122,160        | \$ 259,758        | 99%                           |
| OTHER IMPROVEMENTS - Signage   | 345,426              | -                   | 47,197              | 132,590              | 111,324             | -           | 46,766            | 7,549             | 98%                           |
| CHILDREN'S AREAS               | 419,425              | -                   | 92,770              | 165,182              | 161,473             | -           | -                 | 0                 | 100%                          |
| PUBLIC ART                     | 160,433              | -                   | 4,000               | 123,704              | 27,504              | -           | 5,225             | -                 | 100%                          |
| FURNITURE/FIXTURES/SHELVING    | 2,333,189            | -                   | -                   | 102,287              | 2,038,248           | -           | 131,637           | 61,017            | 97%                           |
| LAB EQUIPMENT - Video Lab      | 27,509               | -                   | -                   | 26,635               | 874                 | -           | -                 | (0)               | 100%                          |
| TV'S/AUDIO VISUAL - Studio     | 175,078              | -                   | -                   | 17,048               | 158,029             | -           | -                 | 1                 | 100%                          |
| OTHER CAPITALIZED COSTS        | 138,052              | 1,623               | 132,837             | 1,144                | 2,448               | -           | -                 | 0                 | 100%                          |
| CONSTRUCTION PROFESSIONAL SVCS | 774,749              | 75,478              | 143,162             | 254,016              | 195,442             | -           | 85,041            | 21,611            | 97%                           |
| CONSULTANT SVCS                | 196,640              | 25,750              | 93,499              | 51,537               | 25,854              | -           | -                 | 0                 | 100%                          |
| ARCHITECT & ENGINEERING SVCS   | 2,698,615            | 1,041,536           | 977,834             | 487,820              | 170,454             | -           | 10,144            | 10,827            | 100%                          |
| RESERVE FOR CAPITAL OUTLAY     | -                    | -                   | -                   | -                    | -                   | -           | -                 | -                 | -                             |
| RESERVE FOR CAPITAL RISK CONT  | -                    | -                   | -                   | -                    | -                   | -           | -                 | -                 | -                             |
|                                | -                    | -                   | -                   | -                    | -                   | -           | -                 | -                 | -                             |
| <b>TOTAL EXPENDITURES</b>      | <b>\$ 33,130,794</b> | <b>\$ 1,194,935</b> | <b>\$ 6,487,831</b> | <b>\$ 17,135,134</b> | <b>\$ 7,551,158</b> | <b>\$ -</b> | <b>\$ 400,973</b> | <b>\$ 360,763</b> | <b>99%</b>                    |

**SOUTH HILL BRANCH**  
**Statement of Expenditures**  
For the periods December 2018 through January 2023

|                                | Budget              | 2018 - 2019 | 2020             | 2021              | 2022                | 2023             | Encumbrance         | Budget Remaining  | % of Budget Used & Encumbered |
|--------------------------------|---------------------|-------------|------------------|-------------------|---------------------|------------------|---------------------|-------------------|-------------------------------|
| <b>EXPENDITURES</b>            |                     |             |                  |                   |                     |                  |                     |                   |                               |
| BUILDING CONSTRUCTION          | \$ 3,655,806        |             | \$ -             | \$ 1,454          | \$ 3,012,208        | \$ -             | \$ 449,315          | \$ 192,829        | 95%                           |
| OTHER IMPROVEMENTS - Signage   | 105,898             |             | 5,243            | 12,389            | 44,137              | -                | 39,865              | 4,264             | 96%                           |
| CHILDREN'S AREAS               | 151,965             |             | 10,174           | 72,523            | 69,268              | -                | -                   | -                 | 100%                          |
| PUBLIC ART                     | 2,000               |             | -                | -                 | -                   | -                | 2,000               | -                 | 100%                          |
| FURNITURE/FIXTURES/SHELVING    | 1,071,828           |             | -                | 6,384             | 92,733              | 86,010           | 886,104             | 597               | 100%                          |
| OTHER CAPITALIZED COSTS        | 13,422              |             | -                | 5,280             | 8,142               | -                | -                   | -                 | 100%                          |
| CONSTRUCTION PROFESSIONAL SVCS | 112,001             |             | 65               | 19,833            | 81,084              | -                | 10,276              | 743               | 99%                           |
| CONSULTANT SVCS                | 49,581              |             | -                | 20,400            | 23,182              | -                | 6,000               | (1)               | 100%                          |
| ARCHITECT & ENGINEERING SVCS   | 333,851             |             | -                | 205,385           | 89,736              | -                | 19,280              | 19,450            | 94%                           |
| RESERVE FOR CAPITAL RISK CONT  | -                   |             | -                | -                 | -                   | -                | -                   | -                 | -                             |
| <b>TOTAL EXPENDITURES</b>      | <b>\$ 5,496,352</b> | <b>\$ -</b> | <b>\$ 15,482</b> | <b>\$ 343,648</b> | <b>\$ 3,420,490</b> | <b>\$ 86,010</b> | <b>\$ 1,412,840</b> | <b>\$ 217,882</b> | <b>96%</b>                    |

**SHADLE PARK BRANCH**  
**Statement of Expenditures**  
For the periods December 2018 through January 2023

|                                | Budget               | 2018 - 2019       | 2020                | 2021                | 2022              | 2023        | Encumbrance       | Budget Remaining | % of Budget Used & Encumbered |
|--------------------------------|----------------------|-------------------|---------------------|---------------------|-------------------|-------------|-------------------|------------------|-------------------------------|
| <b>EXPENDITURES</b>            |                      |                   |                     |                     |                   |             |                   |                  |                               |
| BUILDING CONSTRUCTION          | \$ 11,254,085        |                   | \$ 5,333,563        | \$ 5,786,960        | \$ 45,629         | \$ -        | \$ 87,933         | \$ -             | 100%                          |
| OTHER IMPROVEMENTS - Signage   | 167,988              |                   | 23,010              | 97,444              | 7,285             | -           | 40,249            | -                | 100%                          |
| CHILDREN'S AREAS               | 333,438              |                   | 44,717              | 284,270             | 4,452             | -           | -                 | (1)              | 100%                          |
| PUBLIC ART                     | 102,751              |                   | 4,000               | 94,908              | 3,231             | -           | 612               | -                | 100%                          |
| FURNITURE/FIXTURES/SHELVING    | 909,895              |                   | -                   | 638,495             | 264,241           | -           | 7,159             | -                | 100%                          |
| OTHER CAPITALIZED COSTS        | 165,010              | 1,778             | 165,751             | (2,520)             | -                 | -           | -                 | 1                | 100%                          |
| CONSTRUCTION PROFESSIONAL SVCS | 359,419              | 76,821            | 125,625             | 139,849             | 12,328            | -           | 4,797             | (1)              | 100%                          |
| CONSULTANT SVCS                | 90,260               | 36,122            | 24,172              | 28,855              | 1,110             | -           | -                 | 1                | 100%                          |
| ARCHITECT & ENGINEERING SVCS   | 1,258,418            | 536,613           | 562,757             | 120,104             | 38,424            | -           | 519               | 1                | 100%                          |
| RESERVE FOR CAPITAL RISK CONT  | -                    | -                 | -                   | -                   | -                 | -           | -                 | -                | -                             |
| <b>TOTAL EXPENDITURES</b>      | <b>\$ 14,641,264</b> | <b>\$ 651,334</b> | <b>\$ 6,283,595</b> | <b>\$ 7,188,365</b> | <b>\$ 376,700</b> | <b>\$ -</b> | <b>\$ 141,269</b> | <b>\$ 1</b>      | <b>100%</b>                   |



**HILLYARD BRANCH**  
**Statement of Expenditures**  
For the periods December 2018 through January 2023

|                                | Budget            | 2018 - 2019      | 2020             | 2021              | 2022                | 2023        | Encumbrance      | Budget Remaining | % of Budget Used & Encumbered |
|--------------------------------|-------------------|------------------|------------------|-------------------|---------------------|-------------|------------------|------------------|-------------------------------|
| <b>EXPENDITURES</b>            |                   |                  |                  |                   |                     |             |                  |                  |                               |
| BUILDING CONSTRUCTION          | \$ 24,738         |                  |                  | \$ 20,783         | \$ 2,630            | \$ -        | \$ 1,325         | \$ 0             | 100%                          |
| OTHER IMPROVEMENTS - Signage   | 54,156            |                  | 212              | 38,998            | 5,941               | -           | 9,005            | -                | 100%                          |
| CHILDREN'S AREAS               | 243,293           |                  | 22,415           | 215,561           | 5,317               | -           | -                | 0                | 100%                          |
| PUBLIC ART                     | 4,388             |                  |                  | 4,388             | -                   | -           | -                | -                | 100%                          |
| FURNITURE/FIXTURES/SHELVING    | 26,139            |                  |                  | 129,075           | (129,075)           | -           | 26,139           | -                | 100%                          |
| OTHER CAPITALIZED COSTS        | -                 |                  |                  | -                 | -                   | -           | -                | -                | -                             |
| CONSTRUCTION PROFESSIONAL SVCS | 23,077            | 3,493            | 2,604            | 10,476            | 5,004               | -           | 1,500            | -                | 100%                          |
| CONSULTANT SVCS                | -                 |                  |                  | -                 | -                   | -           | -                | -                | -                             |
| ARCHITECT & ENGINEERING SVCS   | 77,723            | 38,000           | 28,500           | 9,777             | 1,446               | -           | -                | 0                | 100%                          |
| RESERVE FOR CAPITAL RISK CONT  | -                 |                  |                  | -                 | -                   | -           | -                | -                | -                             |
| <b>TOTAL EXPENDITURES</b>      | <b>\$ 453,514</b> | <b>\$ 41,493</b> | <b>\$ 53,731</b> | <b>\$ 429,058</b> | <b>\$ (108,737)</b> | <b>\$ -</b> | <b>\$ 37,969</b> | <b>\$ 0</b>      | <b>100%</b>                   |

**LIBERTY PARK**  
**Statement of Expenditures**  
For the periods December 2018 through January 2023

|                                | Budget              | 2018 - 2019       | 2020                | 2021                | 2022              | 2023        | Encumbrance       | Budget Remaining | % of Budget Used & Encumbered |
|--------------------------------|---------------------|-------------------|---------------------|---------------------|-------------------|-------------|-------------------|------------------|-------------------------------|
| <b>EXPENDITURES</b>            |                     |                   |                     |                     |                   |             |                   |                  |                               |
| BUILDING CONSTRUCTION          | \$ 5,103,554        |                   | \$ 1,845,894        | \$ 3,048,857        | \$ 67,884         | \$ -        | \$ 99,990         | \$ 40,929        | 99%                           |
| LAND ACQUISITION               | -                   |                   |                     | -                   | -                 | -           | -                 | -                | -                             |
| OTHER IMPROVEMENTS - Signage   | 118,552             |                   | 12,345              | 79,510              | 4,581             | -           | 22,115            | 1                | 100%                          |
| CHILDREN'S AREAS               | 257,532             |                   | 24,226              | 230,877             | 2,428             | -           | 1                 | (0)              | 100%                          |
| PUBLIC ART                     | 111,188             |                   | 4,000               | 106,439             | -                 | -           | 748               | 1                | 100%                          |
| FURNITURE/FIXTURES/SHELVING    | 520,992             |                   |                     | 333,465             | 176,014           | -           | 11,513            | -                | 100%                          |
| OTHER CAPITALIZED COSTS        | 114,265             | 6,615             | 105,597             | 2,053               | -                 | -           | -                 | -                | 100%                          |
| CONSTRUCTION PROFESSIONAL SVCS | 323,786             | 40,388            | 119,278             | 143,937             | 12,156            | -           | 8,027             | -                | 100%                          |
| CONSULTANT SVCS                | 66,729              | 20,251            | 17,400              | 26,378              | 2,700             | -           | -                 | -                | 100%                          |
| ARCHITECT & ENGINEERING SVCS   | 735,041             | 404,268           | 253,301             | 55,332              | 21,621            | -           | 519               | -                | 100%                          |
| RESERVE FOR CAPITAL RISK CONT  | -                   |                   |                     | -                   | -                 | -           | -                 | -                | -                             |
| OPERATING TRANSFER OUT         | 260,000             | -                 |                     | 260,000             | -                 | -           | -                 | -                | 0%                            |
| <b>TOTAL EXPENDITURES</b>      | <b>\$ 7,611,639</b> | <b>\$ 471,522</b> | <b>\$ 2,382,041</b> | <b>\$ 4,286,848</b> | <b>\$ 287,384</b> | <b>\$ -</b> | <b>\$ 142,913</b> | <b>\$ 40,931</b> | <b>99%</b>                    |

**INDIAN TRAIL**  
**Statement of Expenditures**  
For the periods December 2018 through January 2023

|                                | Budget              | 2018 - 2019 | 2020             | 2021              | 2022                | 2023            | Encumbrance       | Budget Remaining  | % of Budget Used & Encumbered |
|--------------------------------|---------------------|-------------|------------------|-------------------|---------------------|-----------------|-------------------|-------------------|-------------------------------|
| <b>EXPENDITURES</b>            |                     |             |                  |                   |                     |                 |                   |                   |                               |
| BUILDING CONSTRUCTION          | \$ 3,384,324        |             |                  | \$ 3,807          | \$ 2,785,291        | \$ 3,165        | \$ 346,594        | \$ 245,467        | 93%                           |
| OTHER IMPROVEMENTS - Signage   | 104,429             |             | 3,774            | 12,389            | 47,455              | -               | 36,547            | 4,264             | 96%                           |
| CHILDREN'S AREAS               | 160,466             |             | 7,798            | 62,937            | 89,731              | -               | -                 | -                 | 100%                          |
| PUBLIC ART                     | 3,346               |             |                  | 1,346             | -                   | -               | 2,000             | -                 | 100%                          |
| FURNITURE/FIXTURES/SHELVING    | 758,414             |             |                  | 6,384             | 321,906             | -               | 427,056           | 3,068             | 100%                          |
| OTHER CAPITALIZED COSTS        | 19,729              |             |                  | 4,890             | 14,839              | -               | -                 | -                 | 100%                          |
| CONSTRUCTION PROFESSIONAL SVCS | 110,000             |             | 84               | 15,781            | 87,083              | -               | 2,100             | 4,952             | 95%                           |
| CONSULTANT SVCS                | 48,666              |             |                  | 21,700            | 23,283              | -               | 3,684             | (1)               | 100%                          |
| ARCHITECT & ENGINEERING SVCS   | 235,122             |             |                  | 131,180           | 68,982              | -               | 14,865            | 20,095            | 91%                           |
| RESERVE FOR CAPITAL RISK CONT  | -                   |             |                  | -                 | -                   | -               | -                 | -                 | -                             |
| <b>TOTAL EXPENDITURES</b>      | <b>\$ 4,824,496</b> | <b>\$ -</b> | <b>\$ 11,656</b> | <b>\$ 260,414</b> | <b>\$ 3,438,570</b> | <b>\$ 3,165</b> | <b>\$ 832,846</b> | <b>\$ 277,845</b> | <b>94%</b>                    |

**THE HIVE**  
**Statement of Expenditures**  
For the periods December 2018 through January 2023

|                                | Budget              | 2018 - 2019       | 2020                | 2021                | 2022              | 2023             | Encumbrance      | Budget Remaining | % of Budget Used & Encumbered |
|--------------------------------|---------------------|-------------------|---------------------|---------------------|-------------------|------------------|------------------|------------------|-------------------------------|
| <b>EXPENDITURES</b>            |                     |                   |                     |                     |                   |                  |                  |                  |                               |
| BUILDING CONSTRUCTION          | \$ 6,542,514        |                   | \$ 2,476,353        | \$ 3,844,741        | \$ 162,811        | \$ -             | \$ 6,927         | \$ 51,682        | 99%                           |
| OTHER IMPROVEMENTS - Signage   | 155,377             |                   | 11,364              | 134,147             | 8,174             | -                | 1,692            | -                | 100%                          |
| CHILDREN'S AREAS               | -                   |                   |                     | -                   | -                 | -                | -                | -                | -                             |
| PUBLIC ART                     | 8,610               |                   |                     | 8,610               | -                 | -                | -                | -                | 100%                          |
| FURNITURE/FIXTURES/SHELVING    | 506,284             |                   |                     | 385,235             | 104,141           | 13,802           | 3,106            | (0)              | 100%                          |
| OTHER CAPITALIZED COSTS        | 71,049              | 1,275             | 66,405              | 3,369               | -                 | -                | -                | -                | 100%                          |
| CONSTRUCTION PROFESSIONAL SVCS | 297,046             | 26,804            | 112,788             | 137,263             | 10,096            | -                | 10,096           | (1)              | 100%                          |
| CONSULTANT SVCS                | 72,631              | 18,952            | 21,529              | 29,290              | 2,860             | -                | -                | -                | 100%                          |
| ARCHITECT & ENGINEERING SVCS   | 641,667             | 345,309           | 227,764             | 44,029              | 24,045            | -                | 519              | 1                | 100%                          |
| RESERVE FOR CAPITAL RISK CONT  | -                   |                   |                     | -                   | -                 | -                | -                | -                | -                             |
| <b>TOTAL EXPENDITURES</b>      | <b>\$ 8,295,178</b> | <b>\$ 392,340</b> | <b>\$ 2,916,203</b> | <b>\$ 4,586,684</b> | <b>\$ 312,127</b> | <b>\$ 13,802</b> | <b>\$ 22,340</b> | <b>\$ 51,682</b> | <b>99%</b>                    |

## **1. PROGRAM OVERVIEW**

- a. Wrapping up the warranty and other minor work for the Hive, Liberty and Shadle Park Branches.
- b. Walker Construction is finishing some outstanding work items, added changes and working on closeout activities and paperwork. Hill has been conducting monthly team meetings to coordinate the outstanding and closeout items.
- c. Hill is meeting with SPL staff as required and conducting South Hill, and Indian Trail Library meetings every 3 weeks plus monthly cost meetings to finish out the last changes and paperwork for these projects. Hill is assisting with Furniture delivery/acceptances at both branches and is coordinating the punchlist items for the furniture and shelving.

## **2. INDIAN TRAIL LIBRARY**

- a. Project was granted Substantial Completion on December 30, 2022.
- b. City of Spokane issued Certificate of Occupancy on January 26, 2023.
- c. Most of the Shelving and Furniture are installed.
- d. Meridian Construction is still working on some changes and punchlist items.
- e. Avista has completed the installation the Electrical Vehicle Charging Stations.
- f. Tentative Opening on 3/7/23!

## **3. SOUTH HILL LIBRARY**

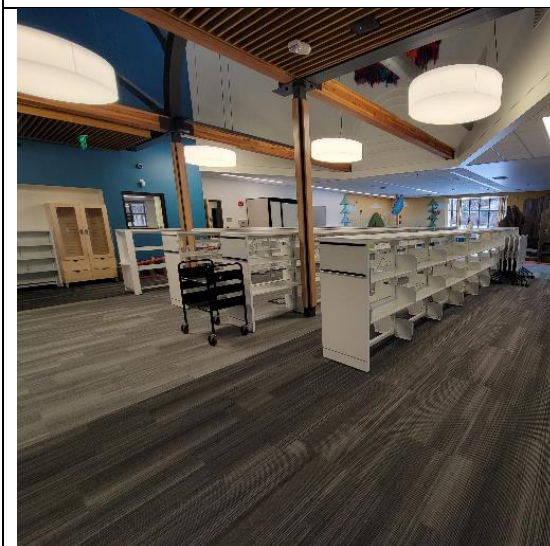
- a. Project was granted Substantial Completion on January 6, 2023.
- b. City of Spokane issued a Temporary Certificate of Occupancy on January 26, 2023, due to the late delivery of the Chiller and the ADA striping of the parking lot.
- c. Chiller now scheduled for shipping in late April.
- d. Most of the Shelving and Furniture are installed.
- e. Meridian Construction is still working on some changes and punchlist items.
- f. Tentative Opening on 3/21/23.



1. Indian Trail



2. Indian Trail



3. Indian Trail



4. South Hill





5. South Hill



6. South Hill

## **Executive Director's Report to the Board**

February 20, 2022

### **Community/Professional Contacts**

City Council approved Shelby Lambdin to fill the remaining term now vacated by Jim Kershner. Shelby's term will run through 3/31/2027. City Council also approved Dani DeJaegher to serve on the Board of Trustees. Dani's term will begin once Nathan Smith's term expires at the end of March. Dani's term will run through 3/3/2028.

City Council also approved their new committee members and board liaisons. Councilmember Zappone will now serve as our new liaison to City Council.

### **Programs**

In celebration of Black History Month, we are offering a wide range of book lists, events, and films to recognize the achievements, history, and culture of the Black community. Highlights include: a Black Owned Business and Resource Fair, a Black History Celebration, and NW Passages: Spokane Black Stories.

### **DEI**

We held a staff book discussion for staff on *An Indigenous Peoples' History of the United States* by Roxanne Dunbar-Ortiz. Our next book to discuss will be *Minor Feelings: An Asian American Reckoning* by Cathy Park Hong. In January, we offered a staff training with the Washington Talking Book and Braille Library. The next few months we will focus on de-escalation, self-care, and mental health first aid.

### **Collections**

The look and feel of our Online Catalog received a major update. Not only is it more visually appealing, but it is also more functional with expanded descriptions, an option to filter by location, and a major improvement for accessibility. User can now easily adjust font size, letter spacing, saturation, contrast and much more. We are still working to improve hold functionality and are on target to implement it later this year.

### **Staffing**

Shuffling, transitioning, and adding new staff continues as we prepare to open up Indian Trail and South Hill to the public. I continue to hold monthly office hours at each of our locations to listen to staff thoughts and concerns.

Our STAR Spotlight for December went to Gina Cooper and Marcia Johnson. It was a tough and early winter and Gina and Marcia both ensured safe access to the Hillyard Branch by lending their energy to shoveling and sanding walkways as we were working out expectations with the school.

Our STAR Spotlight for January went to Alina Murcar. Alina has been working with our Business Librarian to get a monthly business-themed newsletter established, lent support to the new business podcast, and has been instrumental in getting things going for the exciting redesign of [spokanebusiness.org](http://spokanebusiness.org).

### **Facilities**

Indian Trail is set to open to the public on 3/7 and South Hill will open to the public on 3/21. We are so excited to complete these projects and get closer to fully realizing our capacity for service to the community.

With a continued increase in safety and security issues and incidents in downtown Spokane, we have increased our security presence at the Central Library. We hope this is a temporary need, but feel it is necessary to provide a safe environment for both customers and staff. We are also in conversation with Spokane Police Department about ways we can mitigate negative impacts on our end and how they might support us moving forward.

The external book drop at Liberty Park has now been installed.

### **City of Spokane**

The Mayor will be holding their annual State of the City event on 2/23.

Respectfully submitted,

Andrew Chanse  
Executive Director

# Marketing and Communication | Spokane Public Library Year in Review 2022

## Highlights

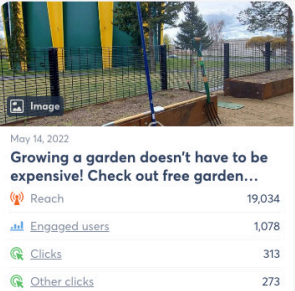
- Completed more than 160 projects - a 33% increase over previous years' average
- Won two 2022 ALA PRXchange Awards for the location rack cards and Spokane Somersault
- All members of the team presented at Library Marketing Conference
- Opened Central Library, including planning event opening and all communication and press surrounding event
- Language Access Project was completed - translating "Get Started" documents into 7 languages
- Designed 8 new library cards
- Created an animated intro/outro screen for videos
- Increased frequency of internal and external email communication to weekly
- Added new team member, Samantha Murphy, Special Events Coordinator

## SOCIAL MEDIA

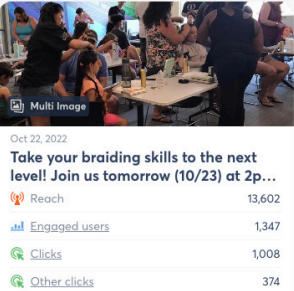
### Facebook

|             | 2017  | 2018  | 2019  | 2020  | 2021  | 2022   | % Change (2021-2022) |
|-------------|-------|-------|-------|-------|-------|--------|----------------------|
| Followers   | 6,081 | 6,745 | 8,017 | 8,736 | 9,356 | 10,603 | +13.3%               |
| Engagement  | 18K   | 31K   | 65K   | 55K   | 35K   | 42K    | +20.2%               |
| Impressions | 2.1M  | 2.5M  | 4.1M  | 1.8M  | 1.6M  | 2.4M   | +48.3%               |

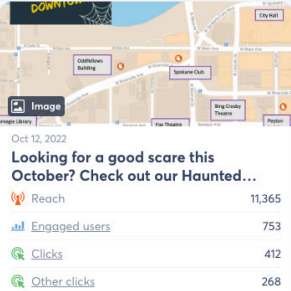
### TOP POSTS



May 14, 2022  
Growing a garden doesn't have to be expensive! Check out free garden...  
Reach: 19,034  
Engaged users: 1,078  
Clicks: 313  
Other clicks: 273



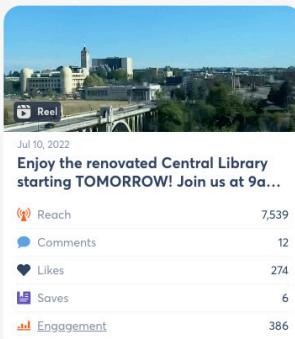
Oct 22, 2022  
Take your braiding skills to the next level! Join us tomorrow (10/23) at 2p...  
Reach: 13,602  
Engaged users: 1,347  
Clicks: 1,008  
Other clicks: 374



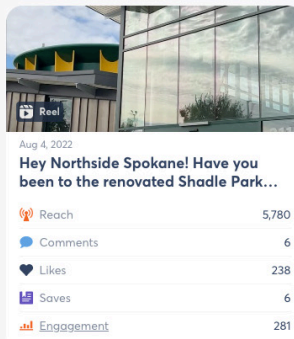
Oct 12, 2022  
Looking for a good scare this October? Check out our Haunted...  
Reach: 11,365  
Engaged users: 753  
Clicks: 412  
Other clicks: 268

### Instagram

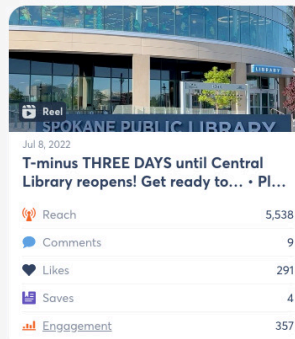
|            | 2017 | 2018  | 2019  | 2020  | 2021  | 2022  | % Change (2021-2022) |
|------------|------|-------|-------|-------|-------|-------|----------------------|
| Followers  | 996  | 1,460 | 2,338 | 3,025 | 3,604 | 4,355 | +20.8%               |
| Engagement | 8.5K | 10K   | 13K   | 11K   | 12K   | 13K   | +6.6%                |
| Awareness  | 31   | 80    | 332   | 175   | 283   | 868   | +206%                |



Jul 10, 2022  
Enjoy the renovated Central Library starting TOMORROW! Join us at 9a...  
Reach: 7,539  
Comments: 12  
Likes: 274  
Saves: 6  
Engagement: 386



Aug 4, 2022  
Hey Northside Spokane! Have you been to the renovated Shadle Park...  
Reach: 5,780  
Comments: 6  
Likes: 238  
Saves: 6  
Engagement: 281




Jul 8, 2022  
T-minus THREE DAYS until Central Library reopens! Get ready to... PI...  
Reach: 5,538  
Comments: 9  
Likes: 291  
Saves: 4  
Engagement: 357

\*Top content in 2022 was all reels/videos



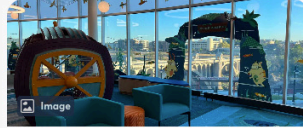
## Twitter

|            | 2017 | 2018  | 2019  | 2020  | 2021  | 2022  | % Change (2021-2022) |
|------------|------|-------|-------|-------|-------|-------|----------------------|
| Followers  | 1.5K | 1,928 | 2,348 | 2,730 | 3,047 | 3,274 | +7.4%                |
| Engagement | 2.1K | 3K    | 4.9K  | 2.8K  | 3.5K  | 2.6K  | -35.7%               |
| Awareness  | 357  | 667   | 923   | 508   | 505   | 393   | -22.2%               |




Feb 3, 2022  
Former Mayor James Chase and Eleanor Chase, local civic leader...

74 Likes  
8 Retweets  
82 Engagement



Jul 11, 2022  
Good morning! We can't wait to welcome you all to Central Library...

36 Likes  
3 Retweets  
39 Engagement







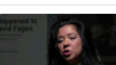
Jun 9, 2022  
Happy Pride Month! Did you know the Spokane-area used to have a...

29 Likes  
3 Retweets  
32 Engagement

## YouTube

|                       | 2017 | 2018  | 2019  | 2020  | 2021  | 2022  | % Change (2021-2022) |
|-----------------------|------|-------|-------|-------|-------|-------|----------------------|
| Subscribers           | 1    | 22    | 59    | 330   | 563   | 758   | +34%                 |
| Views                 | 46   | 2.9K  | 4.6K  | 34.7K | 51.7K | 41.7K | -19%                 |
| Watch Time (in hours) | 4.3  | 142.0 | 235.5 | 1.5K  | 2.5K  | 1.9K  | -22%                 |

### Your top content in this period

| Content   | Average view duration | Views |
|---|-----------------------|-------|
| <p>1  Finding Your House History Online<br/>Jul 8, 2020</p>                                | 1:52 (20.7%)          | 3,338 |
| <p>2  Indoor Emergency Heating   Ask an Emergency Preparedness Expert<br/>Nov 20, 2020</p> | 3:04 (41.4%)          | 3,164 |
| <p>3  How to Use Pitchbook<br/>Oct 16, 2019</p>  | 2:21 (36.6%)          | 2,049 |
| <p>4  Create Your Own Escape Room at Home<br/>Mar 26, 2020</p>                             | 3:20 (27.2%)          | 2,021 |
| <p>5  What Really Happened to Corporal David Fagen   Community Min...<br/>Jun 26, 2020</p> | 6:55 (29.9%)          | 1,913 |

# Marketing and Communication | Spokane Public Library Year in Review 2022 - Patron Point & Communico

## Highlights

- Increased frequency of Library Link newsletter to 2x/month
- Created youth e-mail newsletter
- Introduced automated readers advisory newsletters
- Integrated recommended reads into notices
- Added bi-weekly events emails

## Patron Point Communication

|                           | 2020    | 2021  | 2022 |
|---------------------------|---------|-------|------|
| Unique Emails Types Sent* | 51      | 50    | 135  |
| Sent Count                | 970,146 | 1.7M  | 4.9M |
| Average Read Ratio        | 48%     | 33.5% | 38%  |

\*Includes notices and marketing messages.

## App

|           | 2020 | 2021  | 2022 |
|-----------|------|-------|------|
| Downloads | 1.1K | 1.5K  | 2K   |
| Sessions  | 12K  | 22.6K | 15K  |

# Marketing and Communication | Spokane Public Library Year in Review 2022 - Website and Paid & Earned Media

## Website Traffic

|           | 2019 | 2020 | 2021 | 2022 |
|-----------|------|------|------|------|
| Users     | 249K | 217K | 209K | 148K |
| New Users | 236K | 209K | 203K | 144K |
| Sessions  | 642K | 513K | 476K | 215K |

## Top Pages Visited

1. Meeting Room Reservations
2. Obituaries
3. Events
4. Shadle Park Library
5. Central Library
6. Digital
7. Library of Things
8. Yearbooks
9. Liberty Park
10. The Hive

## Top Blog Posts

1. A Haunted Walking Tour in Downtown Spokane
2. The Hive: Artists-in-Residence and Grand Opening
3. Walking Tour: Geology Downtown Spokane
4. Hillyard Library Now Open
5. Imaginative and Whimsical Children's Playspaces
6. Covid-19
7. Black Lives Matter: A reading list for kids and adults
8. Women's History Month Booklist
9. Black History Month: Booklist for Kids
10. Construction Update

## Earned Media

|              | 2018 | 2019 | 2020 | 2021 | 2022 |
|--------------|------|------|------|------|------|
| Earned Media | 60   | 90   | 45   | 42   | 40   |

Earned media focused on openings and new facilities at one point Central Library was the top story statewide and SPL was mentioned as a "library of the future" on CBS Sunday Morning with Jane Pauley.

## Priorities for 2023

- Growing TikTok
- Grand opening for South Hill and Indian Trail
- Implementing evergreen paid digital marketing campaign
- Implementing texting, accessibility enhancements to website, updating the app
- Redesign of spokanebusiness.org & addition of Business Lab email

**AGENDA ITEM NUMBER: 13a**

**24/7 Kiosk Installations**

**BACKGROUND:**

The 2018 UTGO Bond measure included the purchase and installation of 24/7 kiosks to be placed around the City of Spokane to enhance service delivery areas.

In May 2022 Paul Chapin provided the board with an update on the sites he was currently working with. Since May 2022 the site agreements have been created and, in some cases executed and the installation design and specifications have been drafted by Group 4/Integrus in preparation for installation in 2023.

The draft design and specifications for the three locations accompany this agenda item.

- Catholic Charities, Foothills Drive and North Nevada
- Yokes Fresh Market, 4235 Cheney-Spokane Road
- Mann-Grandstaff VAMC, 4815 N Assembly Rd

These are distinctly separate installations, and the design and specifications are unique to the conditions at each site. Early estimates indicate \$250,000 should be sufficient to cover design and installation costs at all three locations.

As presented earlier, the funding for installation is available in the Bond Fund #3365. The amount currently available is \$1,575,093.

|                                |                  |                |                   |                     | <b>PENDING ISSUES:</b> |                 | <b>Lights</b>  | <b>Swale</b>  |                  |   |
|--------------------------------|------------------|----------------|-------------------|---------------------|------------------------|-----------------|----------------|---------------|------------------|---|
|                                |                  |                |                   |                     |                        |                 | ↓              | ↓             |                  |   |
| <b>REMAINING BUDGET</b>        | <b>PMO</b>       | <b>CENTRAL</b> | <b>SOUTH HILL</b> | <b>INDIAN TRAIL</b> | <b>SHADLE</b>          | <b>HILLYARD</b> | <b>LIBERTY</b> | <b>HIVE</b>   | <b>TOTAL</b>     |   |
| BUILDING CONSTRUCTION          |                  | 268,094        | 192,828           | 248,632             | -                      | -               | 50,000         | 50,000        | 809,554          |   |
| OTHER IMPROVEMENTS-Signage     |                  | 7,548          | 4,265             | 4,265               | -                      | -               | -              | -             | 16,078           |   |
| PUBLIC ART                     | 111,256          | -              | -                 | -                   | -                      | -               | -              | -             | 111,256          |   |
| FURNITURE/FIXTURES/SHELVING    | 66,958           | 66,640         | 86,607            | 3,067               | -                      | -               | -              | -             | 223,272          |   |
| BOOKS & MATERIALS              | 408,629          |                |                   |                     |                        |                 |                |               | 408,629          |   |
| COMPUTER/MICRO EQUIPMENT       | 200,215          |                |                   |                     |                        |                 |                |               | 200,215          |   |
| DATA PROCESSING EQUIP          | 294,307          |                |                   |                     |                        |                 |                |               | 294,307          | \$ 991,005                                      |
| CONSTR. OF FIXED ASSETS        | 496,483          |                |                   |                     |                        |                 |                |               | 496,483          |   |
| CONSTRUCTION PROFESSIONAL SVCS | 1,316            | 21,610         | 743               | 4,950               | -                      | -               | -              | -             | 28,619           |   |
| A&E SVCS                       | 9,834            | 10,826         | 18,367            | 20,096              | -                      | -               | -              | -             | 59,123           |   |
| RESERVE FOR RISK CONT          | 90,894           | -              | -                 | -                   | -                      | -               | -              | -             | 90,894           |   |
| <b>TOTAL REMAINING BUDGET</b>  | <b>1,679,893</b> | <b>374,718</b> | <b>302,810</b>    | <b>281,010</b>      | <b>-</b>               | <b>-</b>        | <b>50,000</b>  | <b>50,000</b> | <b>2,738,430</b> |   |
|                                |                  |                |                   |                     |                        |                 |                |               |                  |   |
|                                |                  |                |                   |                     |                        |                 |                |               |                  | Interest earned and not yet brought into budget |
|                                |                  |                |                   |                     |                        |                 |                |               |                  | 584,088   |
|                                |                  |                |                   |                     |                        |                 |                |               |                  | <b>Available for kiosk installations</b>        |
|                                |                  |                |                   |                     |                        |                 |                |               |                  | <b>\$ 1,575,093</b>                             |

**APPROVAL ACTION RECOMMENDED:**

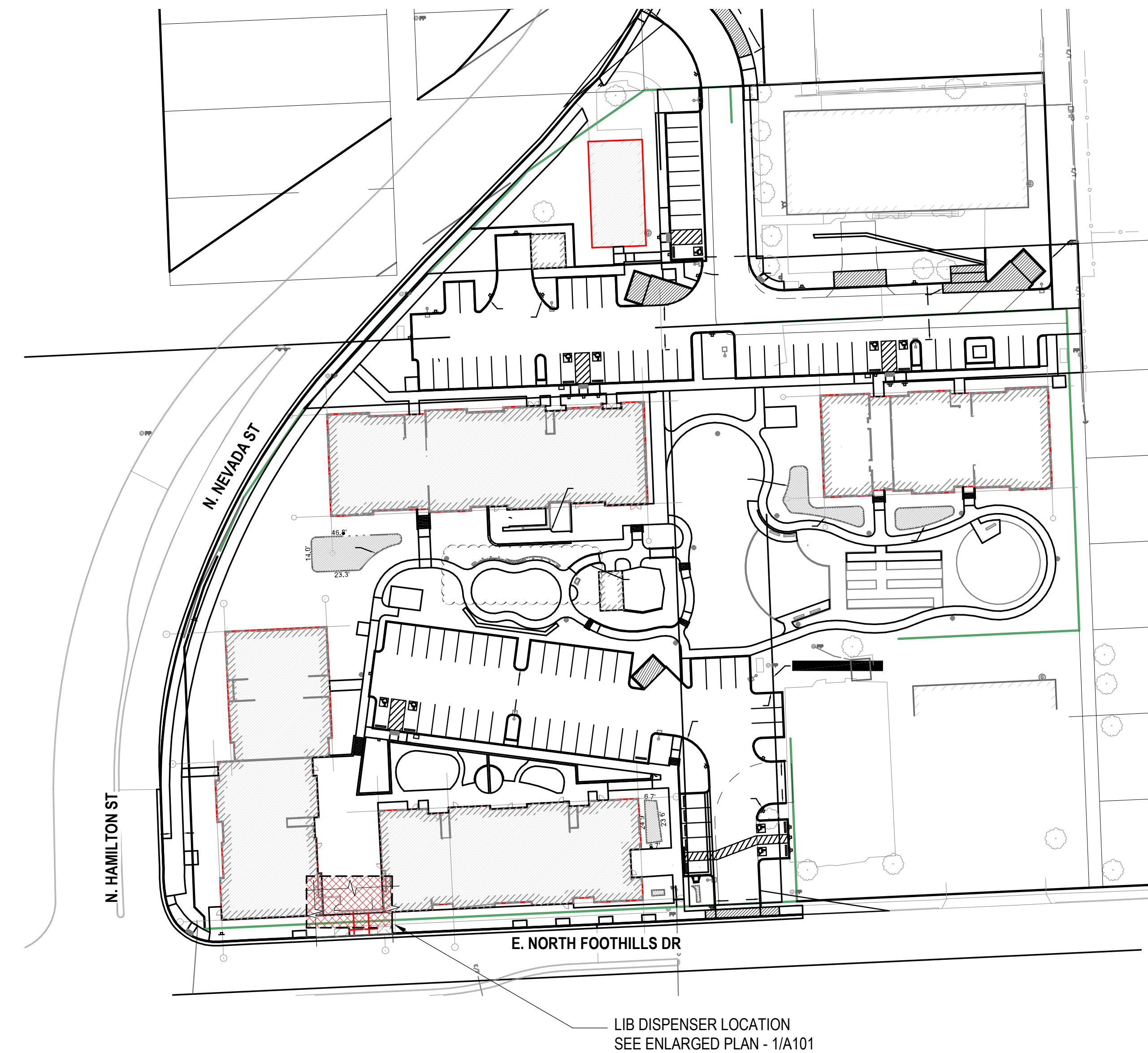
We request approval to proceed with the installation of the three 24/7 kiosks at Catholic Charities, Yokes Fresh Market and Mann-Grandstaff VA Medical Center.





PROJECT LOCATION

VICINITY MAP



LIB DISPENSER LOCATION  
SEE ENLARGED PLAN - 1/A101

OVERALL SITE PLAN  
SCALE: 1" = 50'-0"

SHEET INDEX

|               |                            |
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| ARCHITECTURAL |                            |
| A100          | VICINITY MAP AND SITE PLAN |
| A101          | ENLARGED PLAN              |
| ELECTRICAL    |                            |
| E101          | ELECTRICAL PLAN            |

SPOKANE PUBLIC LIBRARIES

GONZAGA HAVEN -  
LIB DISPENSER

2821 N. NEVADA ST  
SPOKANE, WA 99207

|             |          |
|-------------|----------|
| Date:       | 12/28/22 |
| Job No.:    | 21856.04 |
| Drawn By:   | SLM      |
| Checked by: | SLM      |

| Revisions |      |             |
|-----------|------|-------------|
| #         | Date | Description |
|           |      |             |

VICINITY MAP AND  
SITE PLAN







**LANDSCAPE DATA TABLE**

THE FOLLOWING TABLE IS PROVIDED FOR LANDSCAPE CALCULATIONS INDICATED IN SPOKANE MUNICIPAL CODE SECTIONS 17C.200.040 SITE PLANTING STANDARDS AND 17C.200.050 STREET TREE REQUIREMENTS.

ZONING: CC1-EC - CENTER & CORRIDOR TYPE 1 & LI - LIGHT INDUSTRIAL  
 ADJACENT ZONING: NORTH: CB55 - COMMUNITY BUSINESS  
 SOUTH: E. NORTH FOOTHILLS DRIVE  
 EAST: LI - LIGHT INDUSTRIAL  
 WEST: N. HAMILTON STREET




NORTH PROPERTY LINE LANDSCAPE BUFFER = N/A  
 EAST PROPERTY LINE LANDSCAPE BUFFER = N/A

PROPOSED PARKING COUNT (NORTH LOT) = 49 STALLS  
 PROPOSED PARKING AREA = 23,907 SF  
 REQUIRED LANDSCAPE AREA (10%) = 2,391 SF  
 PROVIDED LANDSCAPE AREA = 2,437 SF  
 REQUIRED PARKING TREES (1 PER 6 PARKING SPACES) = 8  
 PROVIDED PARKING TREES = 2"

PROPOSED PARKING COUNT (SOUTH LOT) = 43 STALLS  
 PROPOSED PARKING AREA = 16,764 SF  
 REQUIRED LANDSCAPE AREA (10%) = 1,676 SF  
 PROVIDED LANDSCAPE AREA = 1,880 SF  
 REQUIRED PARKING TREES (1 PER 6 PARKING SPACES) = 7  
 PROVIDED PARKING TREES = 4"

NOTE: PARKING LOT TREE COUNT HAS BEEN REDUCED DUE TO UNDERGROUND UTILITY CONFLICTS. SEE CITY OF SPOKANE V-101 TREE PLANTING DETAIL 1/L501 FOR REQUIRED SETBACKS.

**LANDSCAPE SCHEDULE**

-  CULTURALLY SIGNIFICANT NATIVE PLANTS (TBD)
-  PLAYGROUND AREA (DESIGN BY OTHERS)
-  EXISTING LANDSCAPE AREA TO REMAIN

**General Notes:**

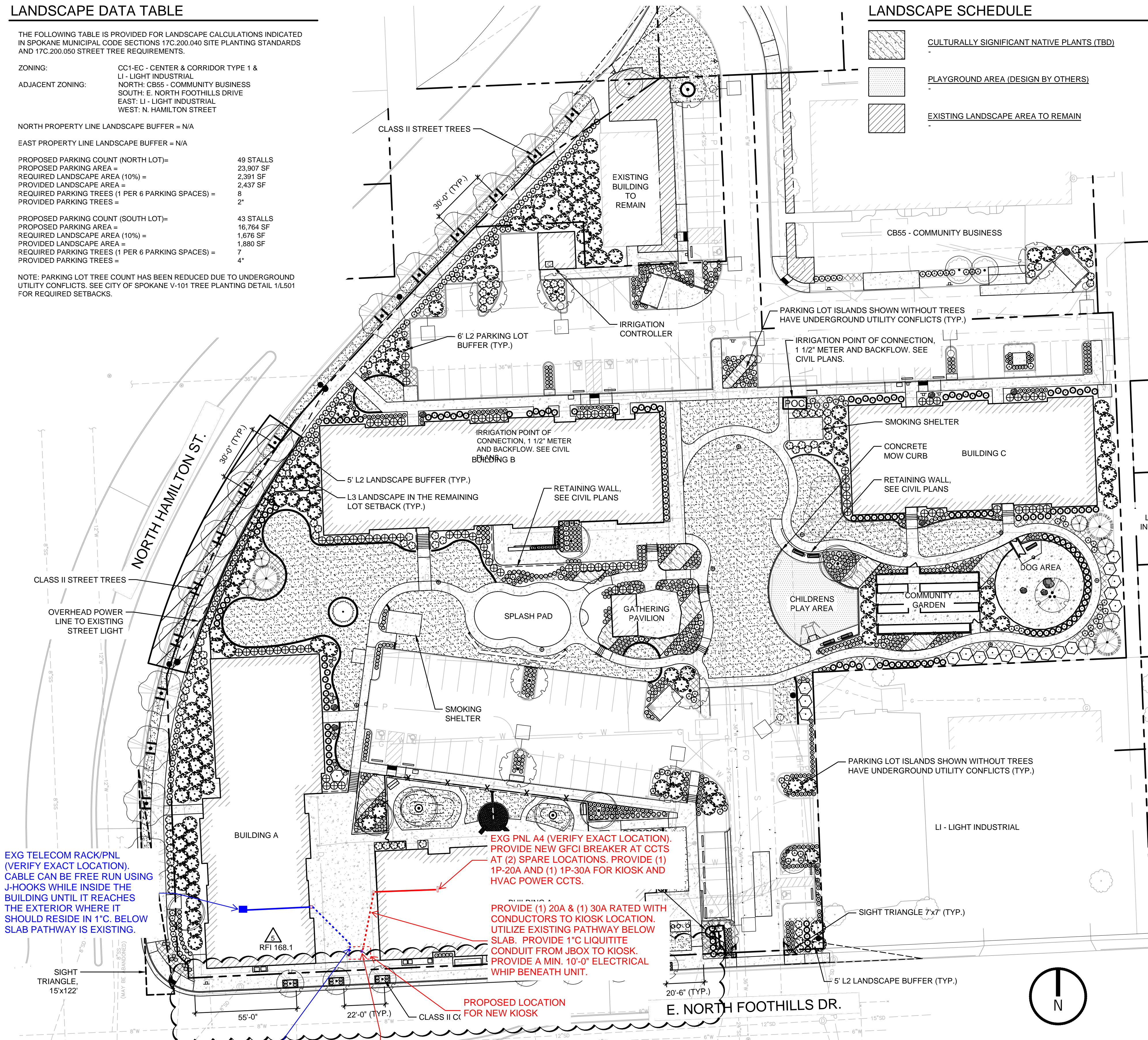
- Each Dispenser requires
  - (1) Dedicated 20A 120V GFCI circuit with (2)#12,(1)#12G,1" C.
  - (1) Dedicated 30A 120V GFCI circuit (If the unit is outside) with (2)#10,(1)#10G,1" C.
  - (1) data connection – RJ45 Plug with CAT-5E (exterior, wet location listed).

**GU Catholic Charities:**

- (2) dedicated 20A 120V circuits have been provided per Vector Electrical (Vector Electric Representative – Troy) to house panel A4. One of these installed circuits should be revised to a dedicated 30A circuit utilizing #10AWG copper as indicated above.



- (1) 1" data conduit has been provided to West Server Room from the new Kiosk location. Conduit runs to (2) Data hinged junction box in wall and ceiling near door.



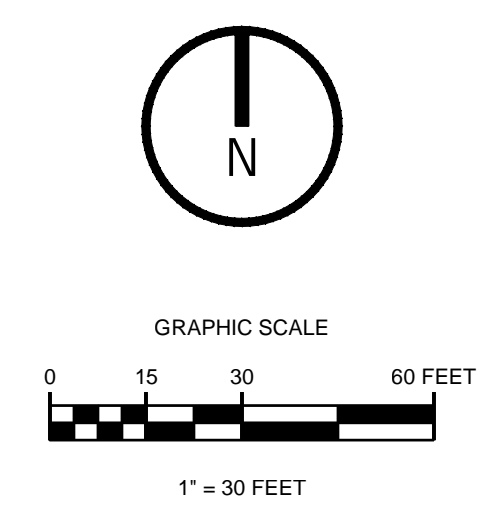
EXG TELECOM RACK/PNL (VERIFY EXACT LOCATION). CABLE CAN BE FREE RUN USING J-HOOKS WHILE INSIDE THE BUILDING UNTIL IT REACHES THE EXTERIOR WHERE IT SHOULD RESIDE IN 1" C. BELOW SLAB PATHWAY IS EXISTING.

EXG PNL A4 (VERIFY EXACT LOCATION) PROVIDE NEW GFCI BREAKER AT CCTS AT (2) SPARE LOCATIONS. PROVIDE (1) 1P-20A AND (1) 1P-30A FOR KIOSK AND HVAC POWER CCTS.  
 PROVIDE (1) 20A & (1) 30A RATED WITH CONDUCTORS TO KIOSK LOCATION. UTILIZE EXISTING PATHWAY BELOW SLAB. PROVIDE 1" LIQUITITE CONDUIT FROM JBOX TO KIOSK. PROVIDE A MIN. 10'-0" ELECTRICAL WHIP BENEATH UNIT.

EXISTING BELOW SLAB CONDUIT W/ PULL STRING. EXTEND CONDUIT PER ARCH. STUB UP A MIN. 2" ABOVE SLAB. PROVIDE 10'-0" ELECTRICAL WHIP BENEATH UNIT.

KIOSK POWER TERMINATION LOCATION. EXISTING WITH PULL STRING.

TYPE II TREES SHOWN IN HATCHED AREAS UNDER POWER LINE HAVE BEEN REQUIRED BY REBECCA PHILLIPS, URBAN FORESTER, PER CITY REVIEW COMMENT LETTER DATED 11/04/2020.



|             |          |             |
|-------------|----------|-------------|
| Date:       | 12/19/22 |             |
| Job No.:    | 21856.04 |             |
| Drawn By:   | Author   |             |
| Checked by: | Checker  |             |
| Revisions   |          |             |
| #           | Date     | Description |

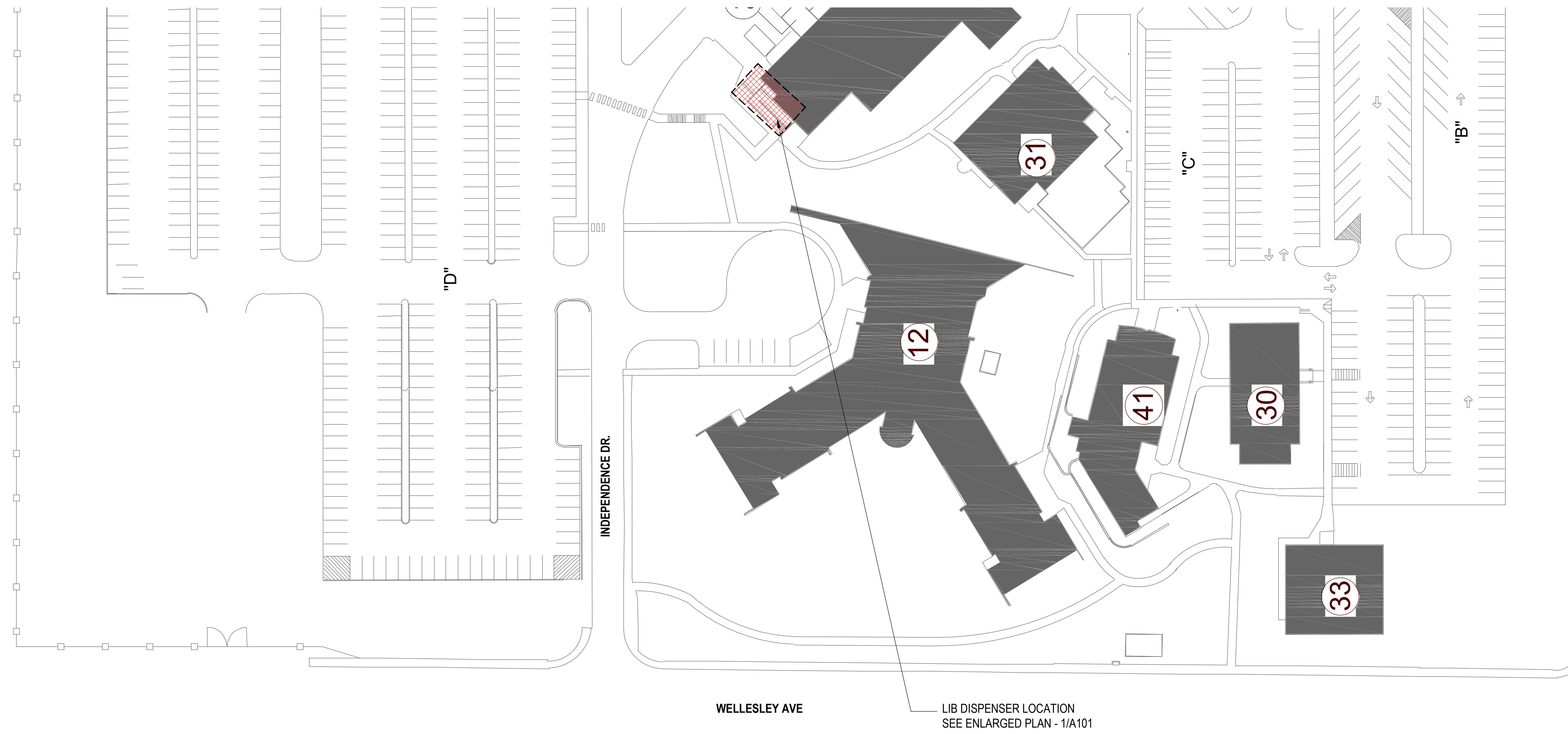


SHEET INDEX

- ARCHITECTURAL
- A100 VICINITY MAP AND SITE PLAN
- A101 ENLARGED PLAN
- ELECTRICAL
- E101 ELECTRICAL PLAN



VICINITY MAP



OVERALL SITE PLAN  
SCALE: 1" = 50'-0"

SPOKANE PUBLIC LIBRARIES  
MANN-GRANDSTAFF VA-  
LIB DISPENSER  
4815 N. ASSEMBLY ST  
SPOKANE, WA 99205

Date: 12/28/22  
Job No.: 21856.04  
Drawn By: SLM  
Checked by: SLM

| Revisions |      |             |
|-----------|------|-------------|
| #         | Date | Description |
|           |      |             |

VICINITY MAP AND  
SITE PLAN

**A100**

**integrus**  
ARCHITECTURE

117 SOUTH MAIN STREET, SUITE 100, SEATTLE, WA 98104  
TELEPHONE: (206) 478-3137 FAX: (206) 478-3138

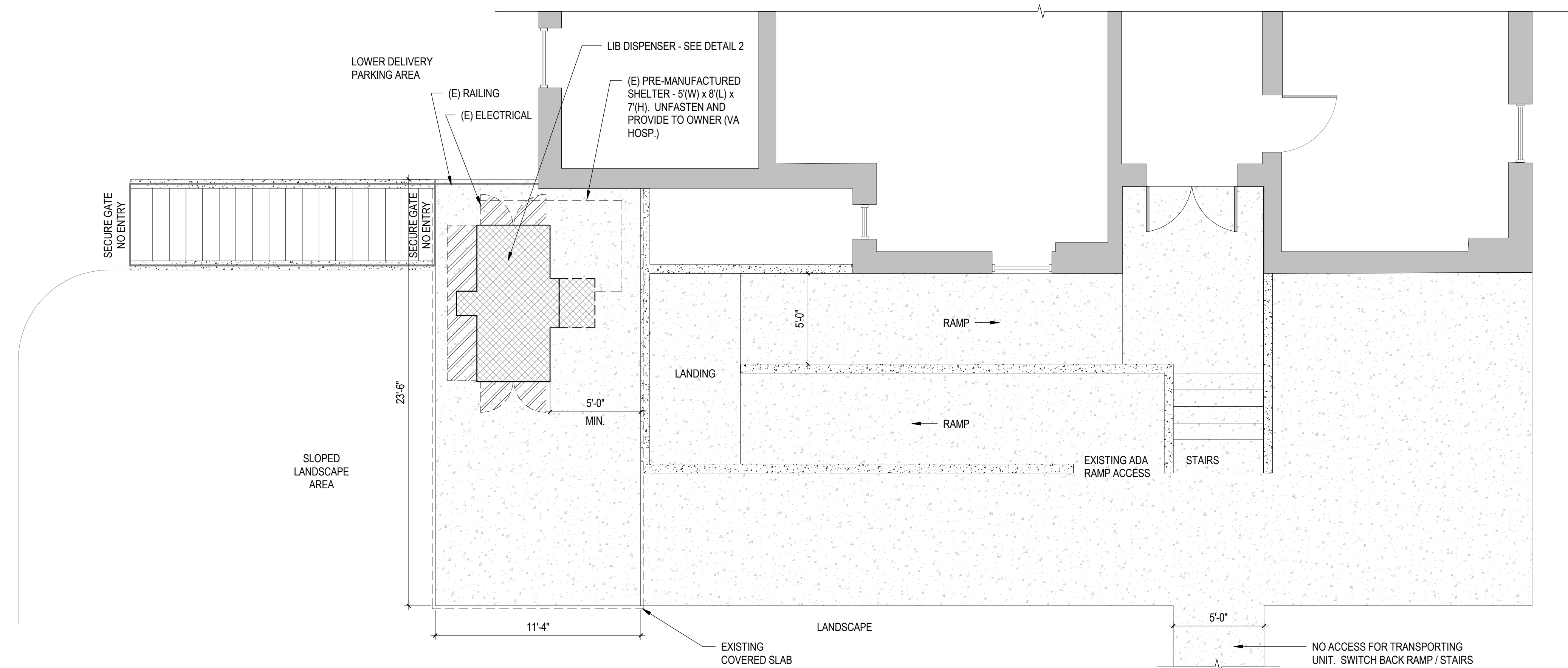




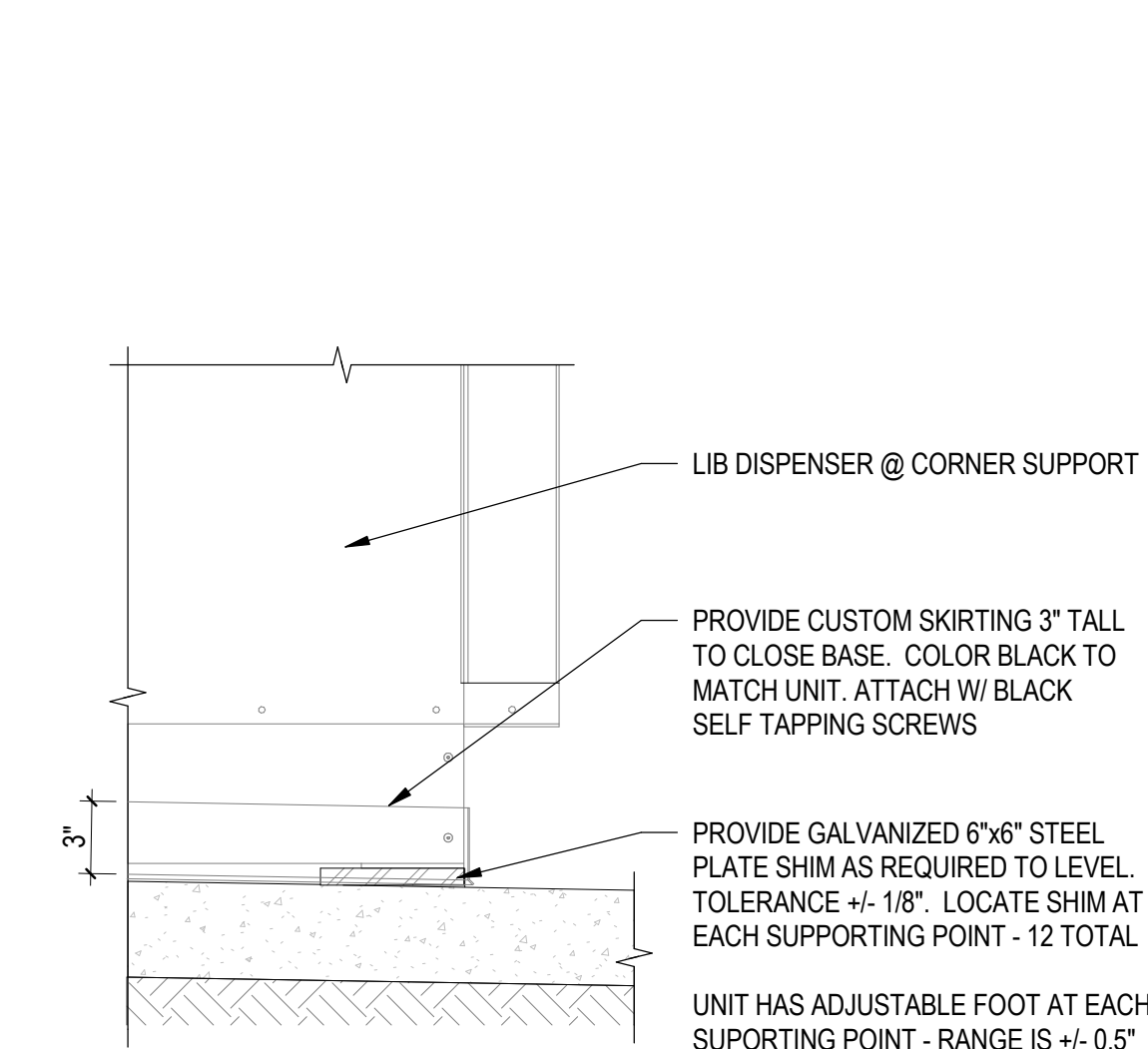
SITE PHOTOS

## GENERAL NOTES

- SCHEDULE A **PRECONSTRUCTION MEETING** WITH OWNER, DESIGN TEAM AND PROPERTY REPRESENTATIVE PRIOR START OF WORK. WILL REVIEW ROUTING ON SITE.
  - PROVIDE A **SCHEDULE** PRIOR TO START OF WORK. SOME AFTER HOURS WORK MAY BE REQUIRED. COORDINATE SCHEDULE AND WORK AREAS WITH ON-SITE MANAGER PRIOR TO BEGINNING WORK.
    - IT IS EXPECTED THAT DELIVERIES WILL BE DONE CONSECUTIVELY IN ONE DAY. THIS IS TO FACILITATE ON SITE SUPERVISION FROM MANUFACTURER.
    - IT IS EXPECTED THAT THE FOLLOWING DAY, CONNECTIONS TO UNITS WILL BE DONE CONSECUTIVELY IN ONE DAY. THIS IS TO FACILITATE ON SITE SUPERVISION FROM MANUFACTURER.
  - ELECTRICAL** - SEE SHEET E101 FOR ADDITIONAL ELECTRICAL INFORMATION.
    - PROVIDE LIQUITITE ELECTRICAL CONNECTIONS TO BACK OF UNIT BASE PLATE.
    - PROVIDE A MIN. 10'-0" ELECTRICAL WHIP BENEATH UNIT FOR BOTH ELECTRICAL AND DATA CONNECTIONS.
    - ELECTRICAL CONNECTIONS TO THE UNIT ARE BY ELECTRICAL CONTRACTOR. A REPRESENTATIVE FROM MK SOLUTIONS WILL BE ON SITE TO OVERSEE CONNECTIONS. SERVICES PROVIDED BY MK SOLUTIONS WILL BE CONTRACTED DIRECTLY WITH OWNER.
  - IF REQUIRED, BUILDING PENETRATIONS SHOULD BE SEALED.
  - INTERIOR WORK SHALL BE CONCEALED AS MUCH AS POSSIBLE. INSTALL CONDUIT ABOVE CEILING SPACES WHEN ACCESSIBLE.
  - TECHNICAL DATA - OUTDOOR UNIT:**
    - MANUFACTURER: MK SOLUTIONS
- DIMENSIONS**
- UNIT DIMENSIONS: 104"(L) x 92"(W) x 89"(H)
  - WIDTH INCLUDES AIR CONDITIONER & OVERHANG
  - SHIPPING DIMENSIONS: 114"(L) x 94"(W) x 101"(H)
  - UNIT IS CRATED IN WOODEN BOX
- WEIGHT**
- UNIT WEIGHT: 3,860 LBS
  - SHIPPING WEIGHT: 5,200 LBS
  - UNIT IS SHIPPED AS ONE UNIT
- PLACEMENT:** CONTRACTOR TO COORDINATE PICKUP, DELIVERY AND PLACEMENT TO EACH SITE. UNITS WILL BE STORED AT SPL WAREHOUSE AND CONTRACTOR WILL RECEIVE FROM THERE. CONTRACTOR TO PROVIDE EQUIPMENT FOR LOADING UNITS FROM WAREHOUSE STORAGE, AS WELL AS FOR UNLOADING AT EACH SITE.
- SPL WAREHOUSE ADDRESS:**  
730 E. PACIFIC AVE,  
SPOKANE, WA 99202
- CONTRACTOR TO OBTAIN ALL NECESSARY **PERMITS**. INCLUDE PERMITTING RELATED TO ROAD CLOSURES RELATED TO TRANSPORTATION AND/OR DELIVERY.
  - THIS IS A **PREVAILING WAGE** PROJECT.
  - LEVELING:** LEVEL UNIT - SEE DETAIL 3. TOLERANCE +/- 1/4" (12) LEVELING LOCATIONS BENEATH THE UNIT ARE REQUIRED



**1 ENLARGED PLAN**  
SCALE: 1/4" = 1'-0"

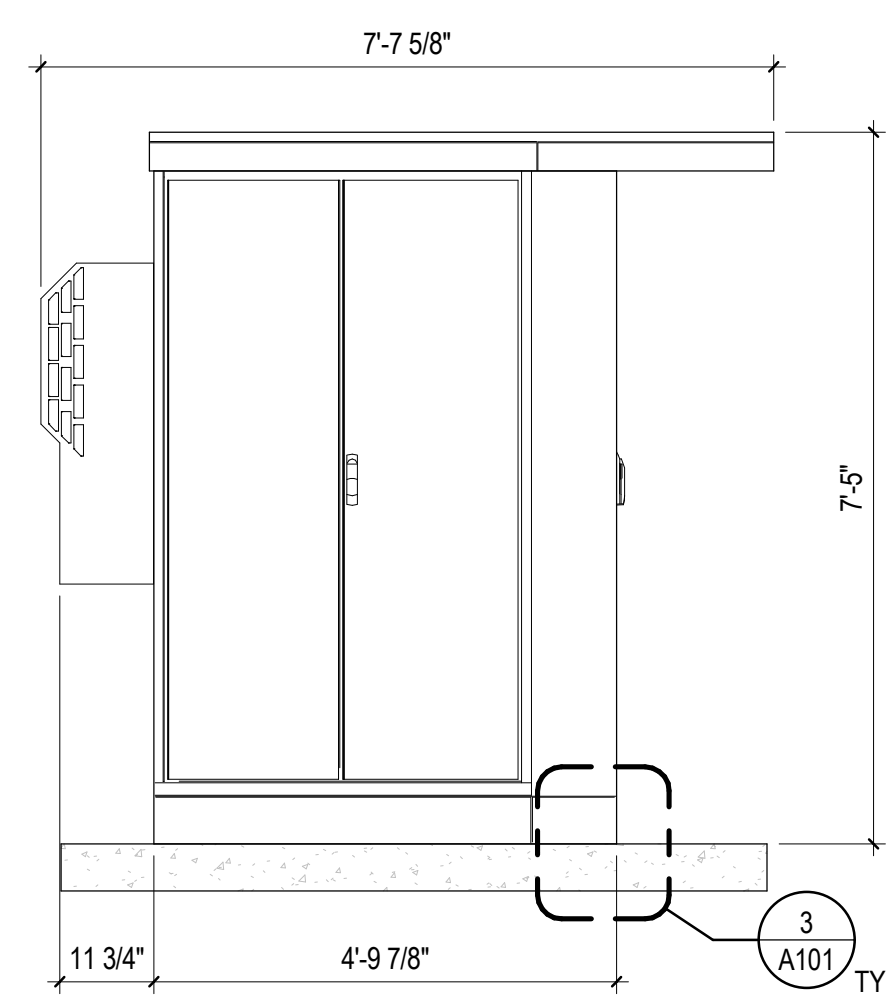


**3 LEVELING DETAIL**  
SCALE: 1 1/2" = 1'-0"

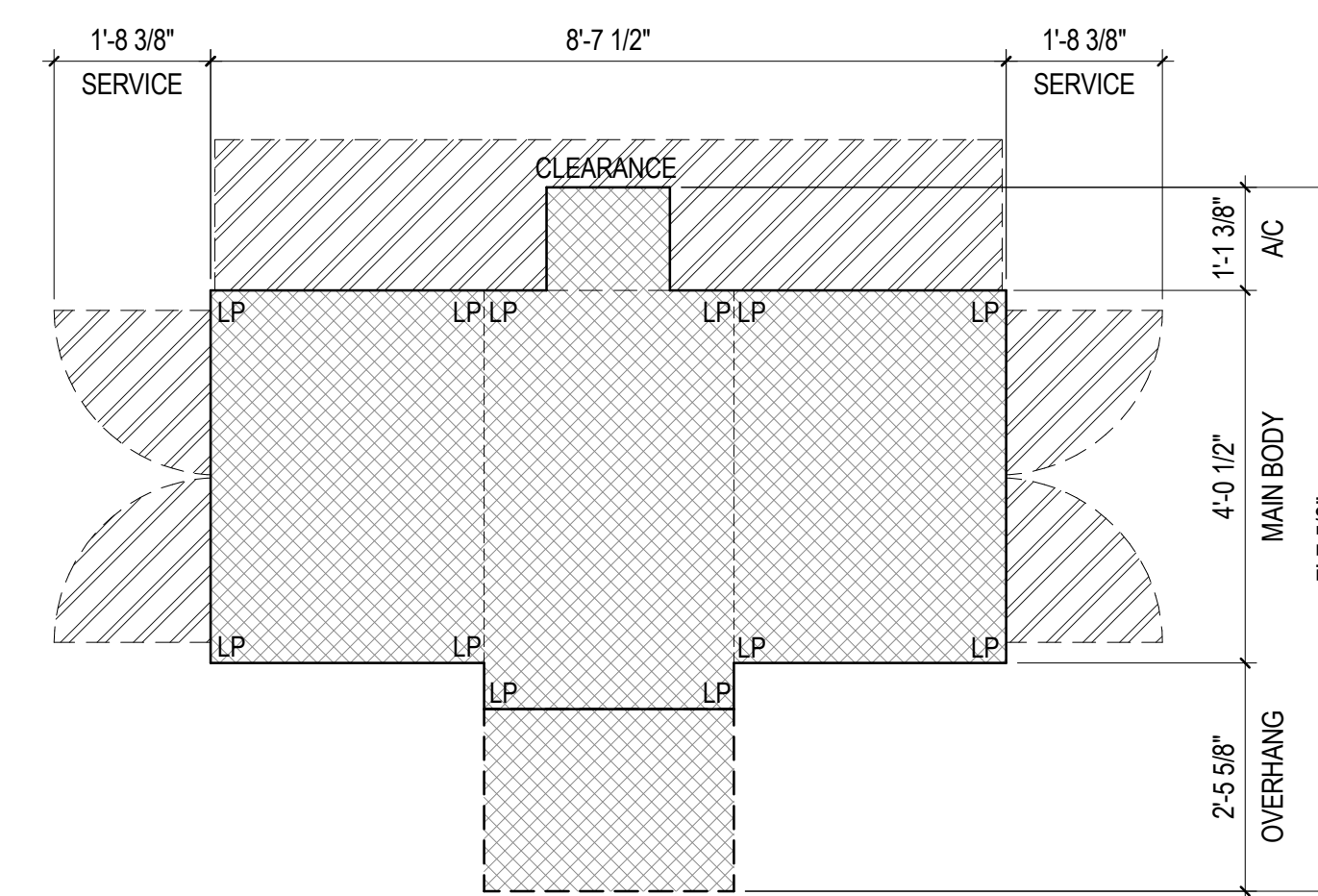
**LibDispenser**  
24/7 access to library materials



**2 LIB DISPENSER**  
SCALE: 1/2" = 1'-0"



**END VIEW**



**\*NOTE:** LP = LEVELING PAD  
SEE DETAIL 3

**PLAN VIEW**

**SPOKANE PUBLIC LIBRARIES**  
**MANN-GRANDSTAFF VA- LIB DISPENSER**  
**4815 N. ASSEMBLY ST**  
**SPOKANE, WA 99205**

Date: 12/28/22  
Job No.: 21656.04  
Drawn By: SLM  
Checked by: SLM

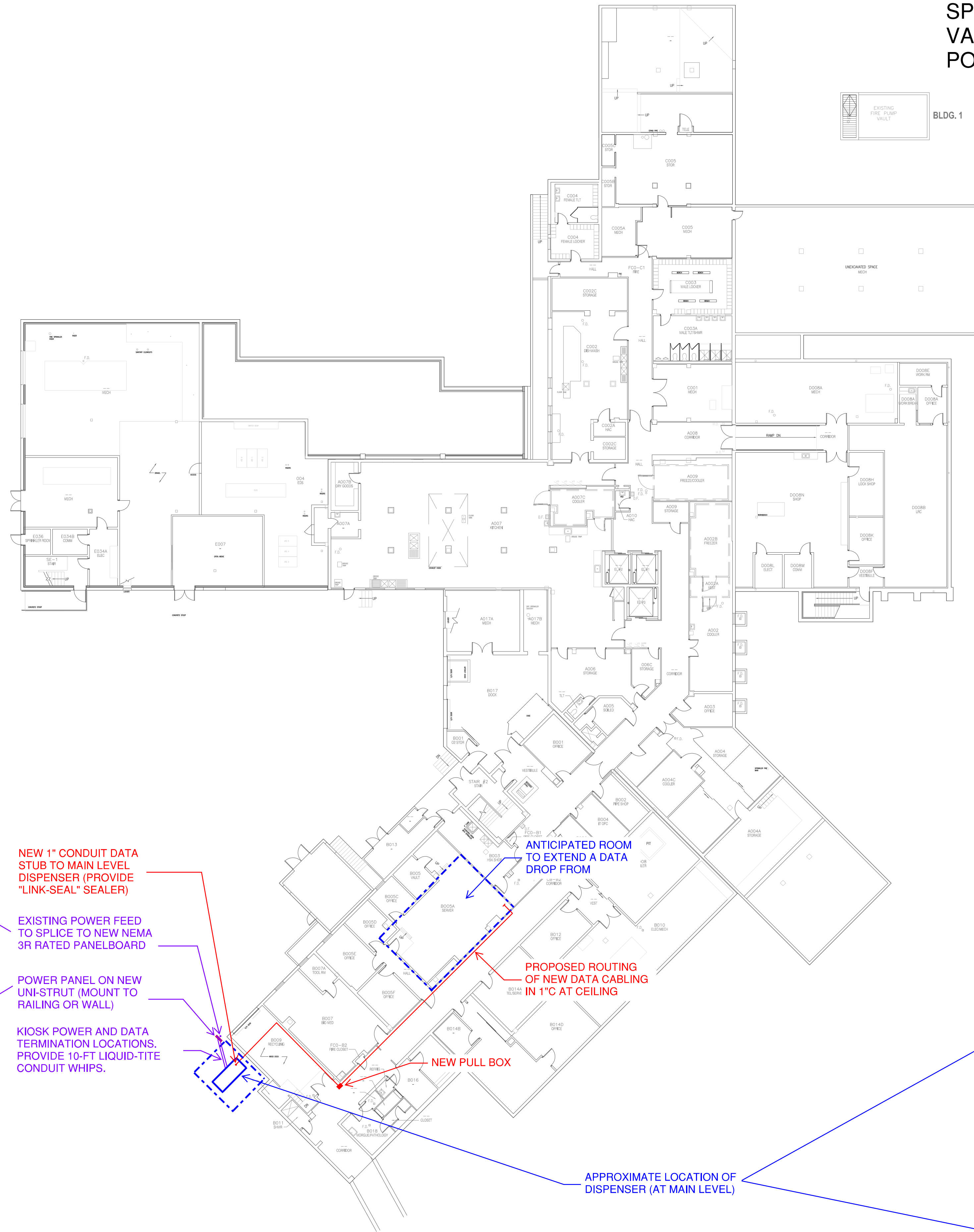
| Revisions |      |             |
|-----------|------|-------------|
| #         | Date | Description |
|           |      |             |

ENLARGED PLAN

**A101**



PROJECT #18.101.09  
 SPOKANE PUBLIC LIBRARIES  
 VA BOOK DISPENSER  
 POWER AND DATA INFRASTRUCTURE PLAN



**General Notes:**

- Each Dispenser requires
  - (1) Dedicated 20A 120V GFCI circuit with (2)#12,(1)#12G,1\"C.
  - (1) Dedicated 30A 120V GFCI circuit (If the unit is outside) with (2)#10,(1)#10G,1\"C.
  - (1) data connection – RJ45 Plug with CAT-5E (exterior, wet location listed).

**VA Medical Center Dispenser:**

**Power Connections:**

- There is an existing power panelboard within the “smoking hut” that powers a light, heater, and some power receptacles. The existing panelboard (NEMA 1 rated) is to be demolished. The existing feeder is to be severed and made ready to feed a new NEMA 3R rated panelboard. This new panelboard should be placed on new unistrut mounts adjacent to the dispenser (either on an adjacent wall or on the existing railing). Provide new splice box to re-terminate the new panel via the existing feed. The only limitation is that the existing panelboard is fed via a #6AWG conductors. Assuming these existing conductors have proper overcurrent protection, the maximum load that can be on the panelboard is 65-amps. The two new Dispenser circuits [ (1) dedicated 30A 120V and (1) dedicated 20A 120V ] should fit comfortably on the panelboard. Provide 10-foot minimum whips under dispenser unit for power connections. Field verification of conductor and serving breaker sizes is required prior to commencing work.
- There was a request to add a security lighting at the Dispenser. There is an existing exterior-type, linear fixture that is mounted at the top of the ADA ramp cover that is adequate to illuminate the south portion of the Dispenser. There is an existing pole fixture for security and to highlight the existing steps to the north. New lighting should not be required.

**Network Connections:**

- (1) data cable can route approximately 175-feet from SERVER ROOM - B005A. Interior and Exterior routing shall be in 1\" conduit.
- Dispenser to be on VA’s internet connection. The Library IT will setup Firewall to connect to SPL Systems.

EXISTING LIGHT POLE AND POTENTIAL PANELBOARD SPLICE POINT



NEW 1\" CONDUIT DATA STUB TO MAIN LEVEL DISPENSER (PROVIDE \"LINK-SEAL\" SEALER)

EXISTING POWER FEED TO SPLICE TO NEW NEMA 3R RATED PANELBOARD

POWER PANEL ON NEW UNI-STRUT (MOUNT TO RAILING OR WALL)

KIOSK POWER AND DATA TERMINATION LOCATIONS. PROVIDE 10-FT LIQUID-TITE CONDUIT WHIPS.

ANTICIPATED ROOM TO EXTEND A DATA DROP FROM

PROPOSED ROUTING OF NEW DATA CABLING IN 1\" AT CEILING

NEW PULL BOX

APPROXIMATE LOCATION OF DISPENSER (AT MAIN LEVEL)

EXISTING SOUTH LIGHT AND ADA RAMP



SPOKANE PUBLIC LIBRARIES  
 MANN-GRANDSTAFF VA-  
 LIB DISPENSER  
 4815 N. ASSEMBLY ST  
 SPOKANE, WA 99205

Date: 12/28/22

Job No.: 21656.04

Drawn By: Author

Checked by: Checker

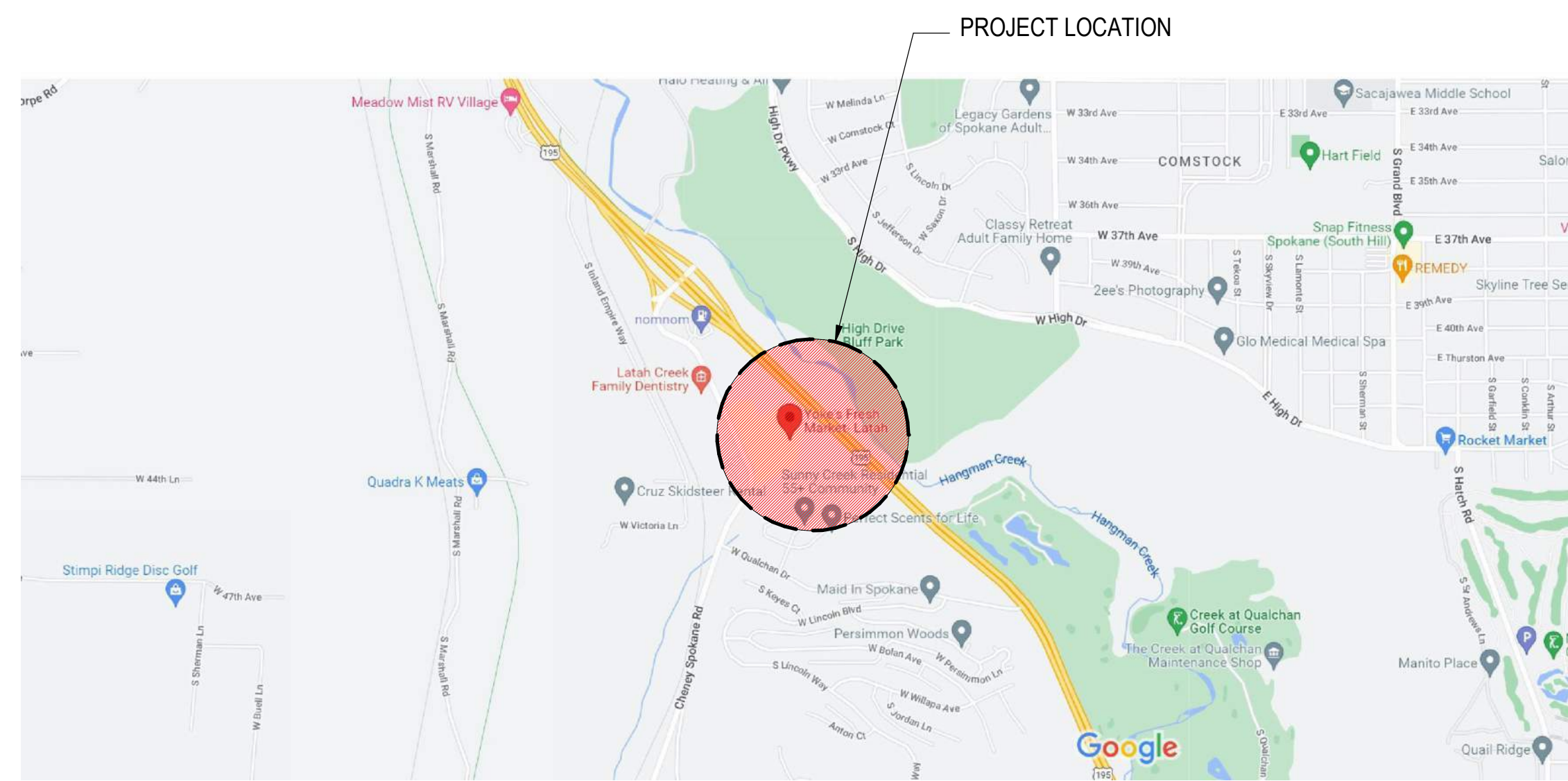
Revisions

| # | Date | Description |
|---|------|-------------|
|   |      |             |

ELECTRICAL PLAN

E101





VICINITY MAP



LIB DISPENSER LOCATION  
SEE ENLARGED PLAN - 1/A101

**SHEET INDEX**

- ARCHITECTURAL
- A100 VICINITY MAP AND SITE PLAN PLAN
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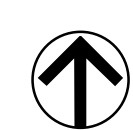
**SPOKANE PUBLIC LIBRARIES**  
**LIB DISPENSERS**  
**4325 S. CHENEY-SPOKANE RD.**  
**SPOKANE, WA 99224**

Date: 12/28/22  
 Job No.: 21866.04  
 Drawn By: SLM  
 Checked by: SLM

| Revisions |      |             |
|-----------|------|-------------|
| #         | Date | Description |
|           |      |             |

VICINITY MAP AND  
SITE PLAN PLAN

**A100**



OVERALL SITE PLAN  
SCALE: 1" = 50'-0"





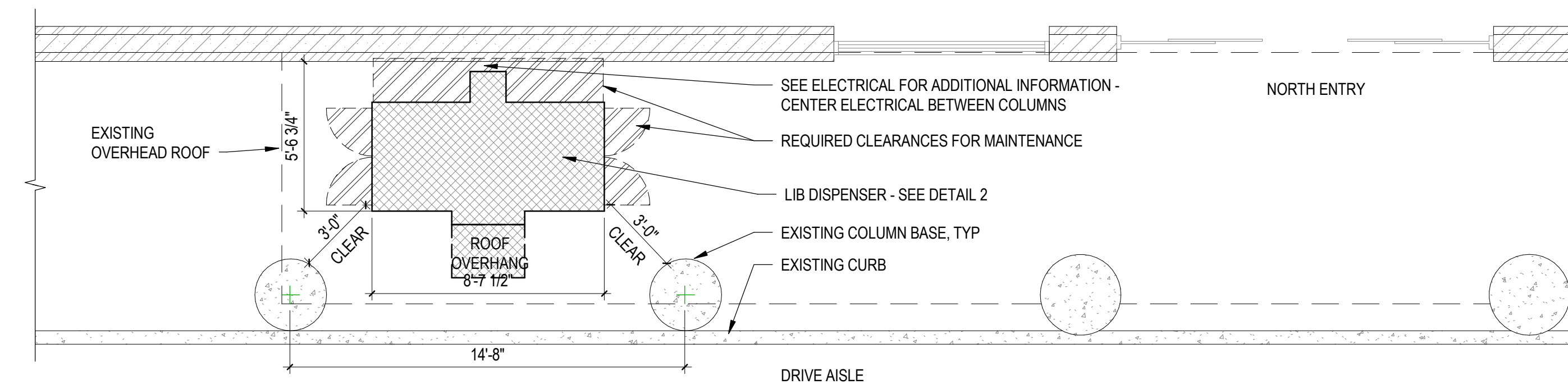
SITE PHOTOS



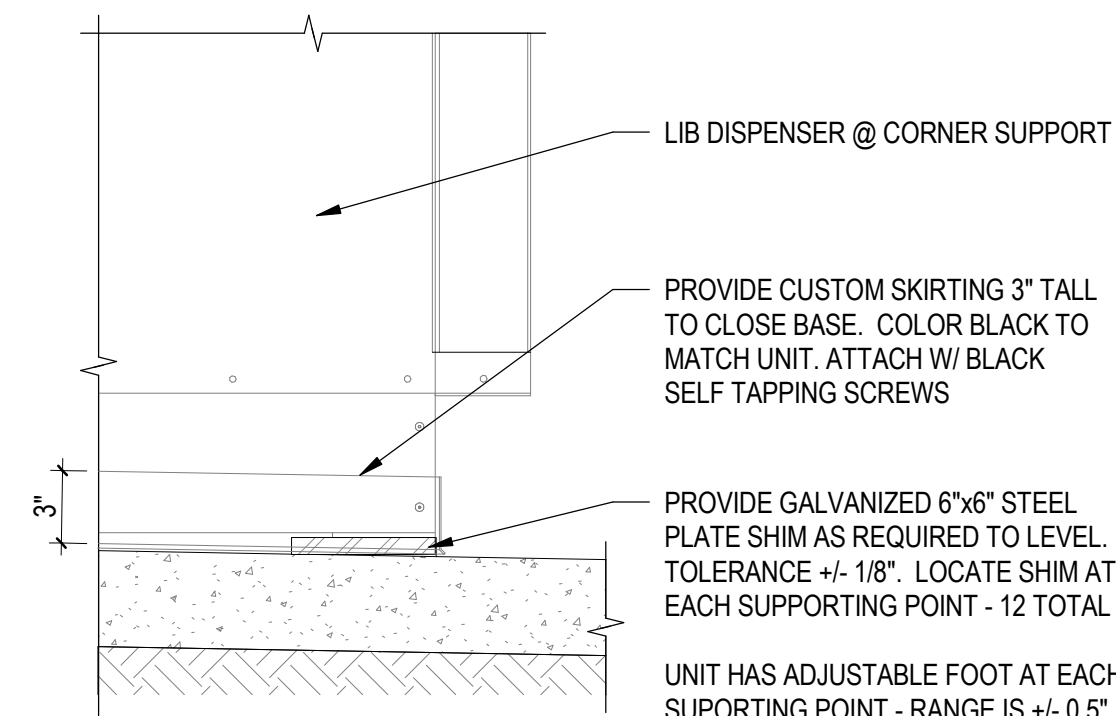
KIOSK CRATED

GENERAL NOTES

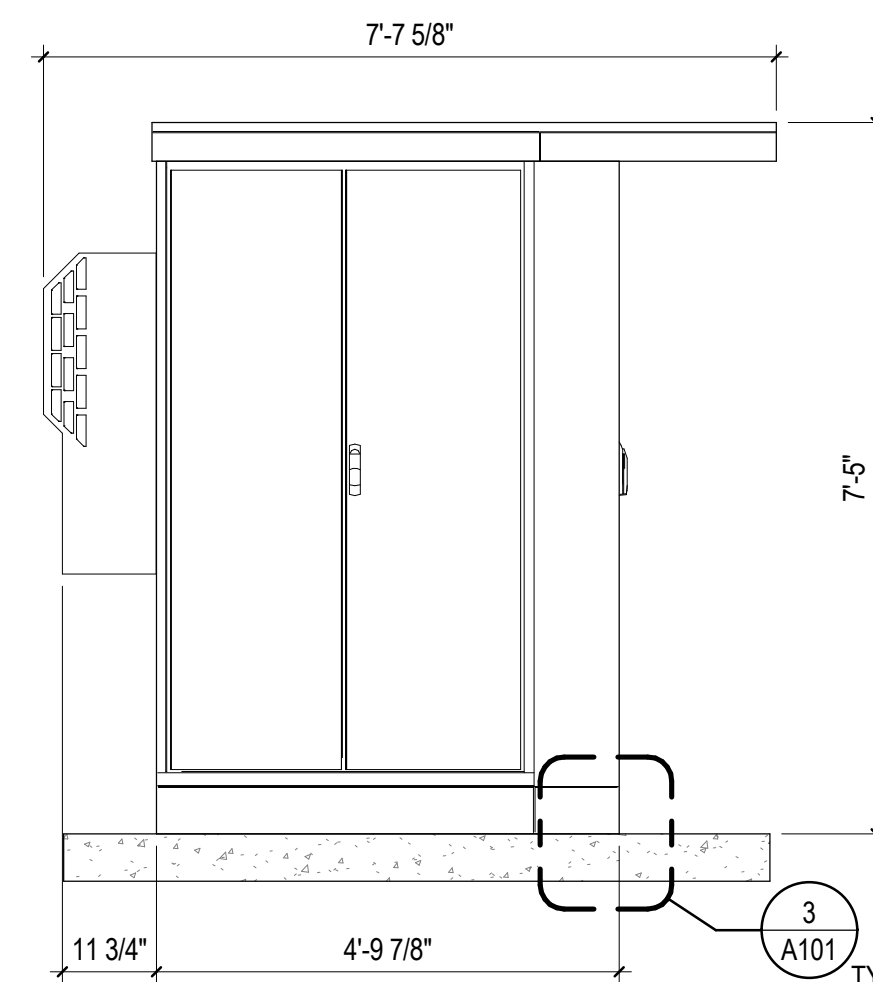
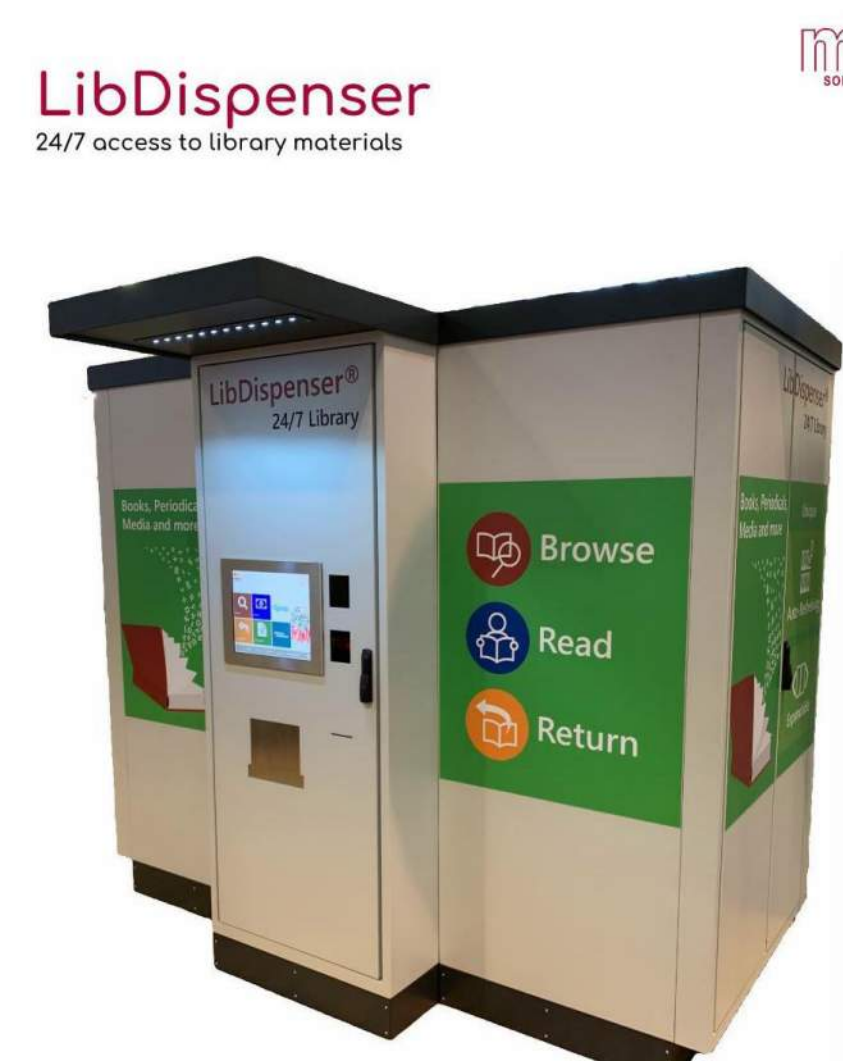
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    - MANUFACTURER: MK SOLUTIONS
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- UNIT DIMENSIONS: 104"(L) x 92"(W) x 89"(H)
  - WIDTH INCLUDES AIR CONDITIONER & OVERHANG
  - SHIPPING DIMENSIONS: 114"(L) x 94"(W) x 101"(H)
  - UNIT IS CRATED IN WOODEN BOX
- WEIGHT**
- UNIT WEIGHT: 3,860 LBS
  - SHIPPING WEIGHT: 5,200 LBS
  - UNIT IS SHIPPED AS ONE UNIT
- PLACEMENT:** CONTRACTOR TO COORDINATE PICKUP, DELIVERY AND PLACEMENT TO EACH SITE. UNITS WILL BE STORED AT SPL WAREHOUSE AND CONTRACTOR WILL RECEIVE FROM THERE. CONTRACTOR TO PROVIDE EQUIPMENT FOR LOADING UNITS FROM WAREHOUSE STORAGE, AS WELL AS FOR UNLOADING AT EACH SITE.
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730 E. PACIFIC AVE,  
SPOKANE, WA 99202
  - CONTRACTOR TO OBTAIN ALL NECESSARY **PERMITS**. INCLUDE PERMITTING RELATED TO ROAD CLOSURES RELATED TO TRANSPORTATION AND/OR DELIVERY.
  - THIS IS A **PREVAILING WAGE** PROJECT
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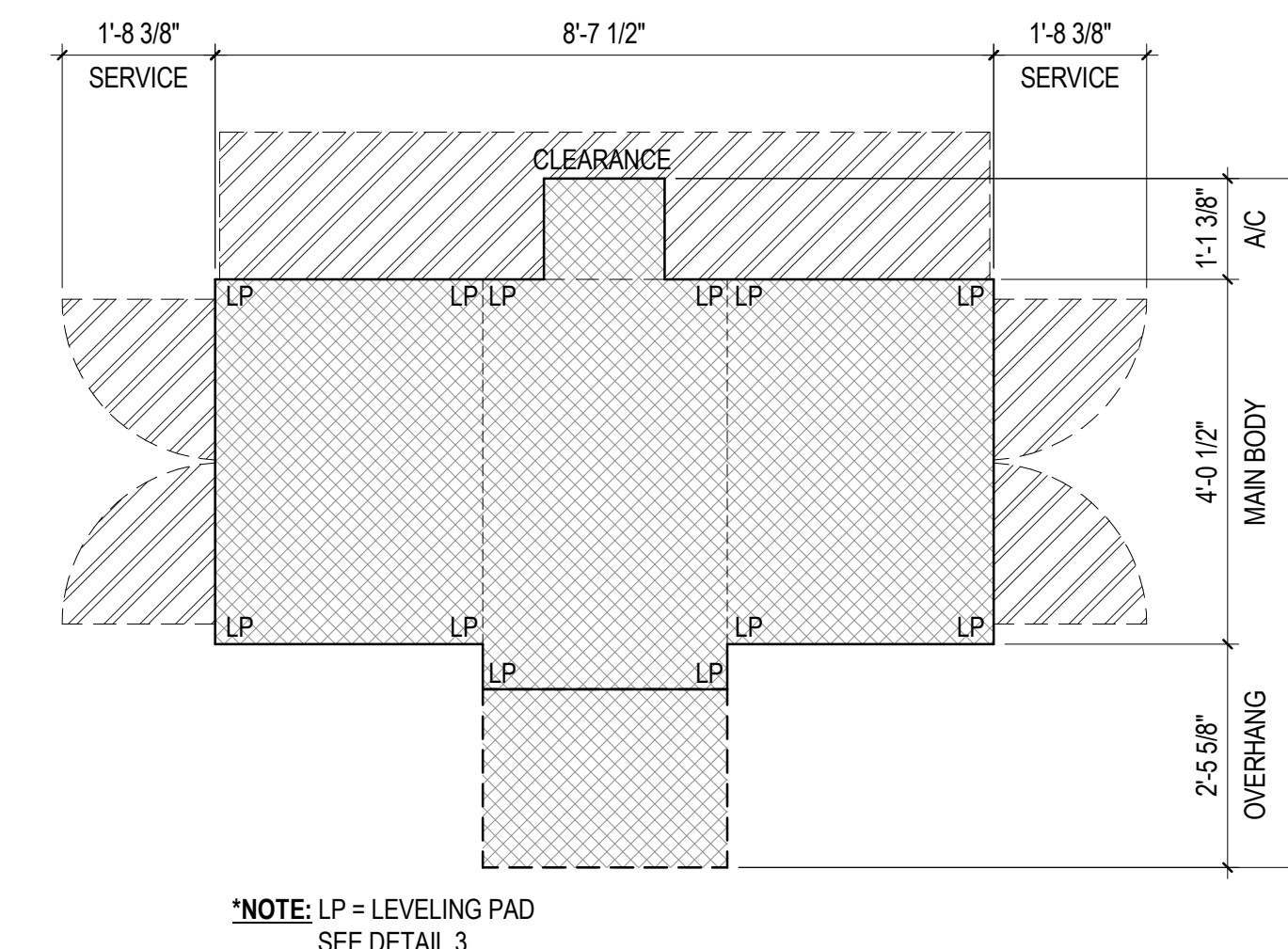
1 ENLARGED PLAN  
SCALE: 1/4" = 1'-0"



3 LEVELING DETAIL  
SCALE: 1 1/2" = 1'-0"



END VIEW

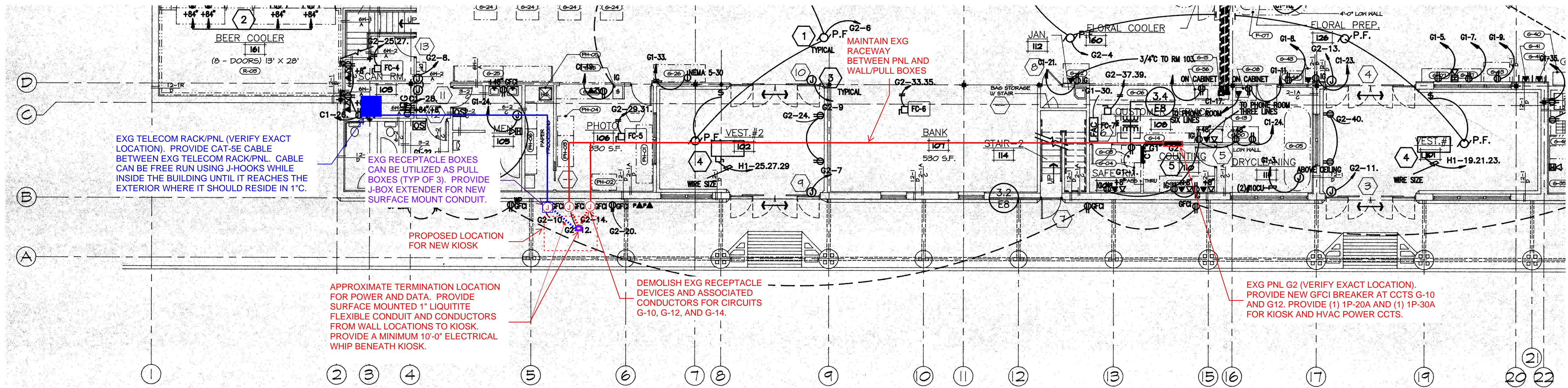


PLAN VIEW

2 LIB DISPENSER  
SCALE: 1/2" = 1'-0"

|             |          |             |
|-------------|----------|-------------|
| Date:       | 12/28/22 |             |
| Job No.:    | 21656.04 |             |
| Drawn By:   | SLM      |             |
| Checked by: | SLM      |             |
| Revisions   |          |             |
| #           | Date     | Description |





ENLARGED ELECTRICAL PLAN  
1/8" = 1'-0"

**Latah Valley Yoke's Dispenser:**

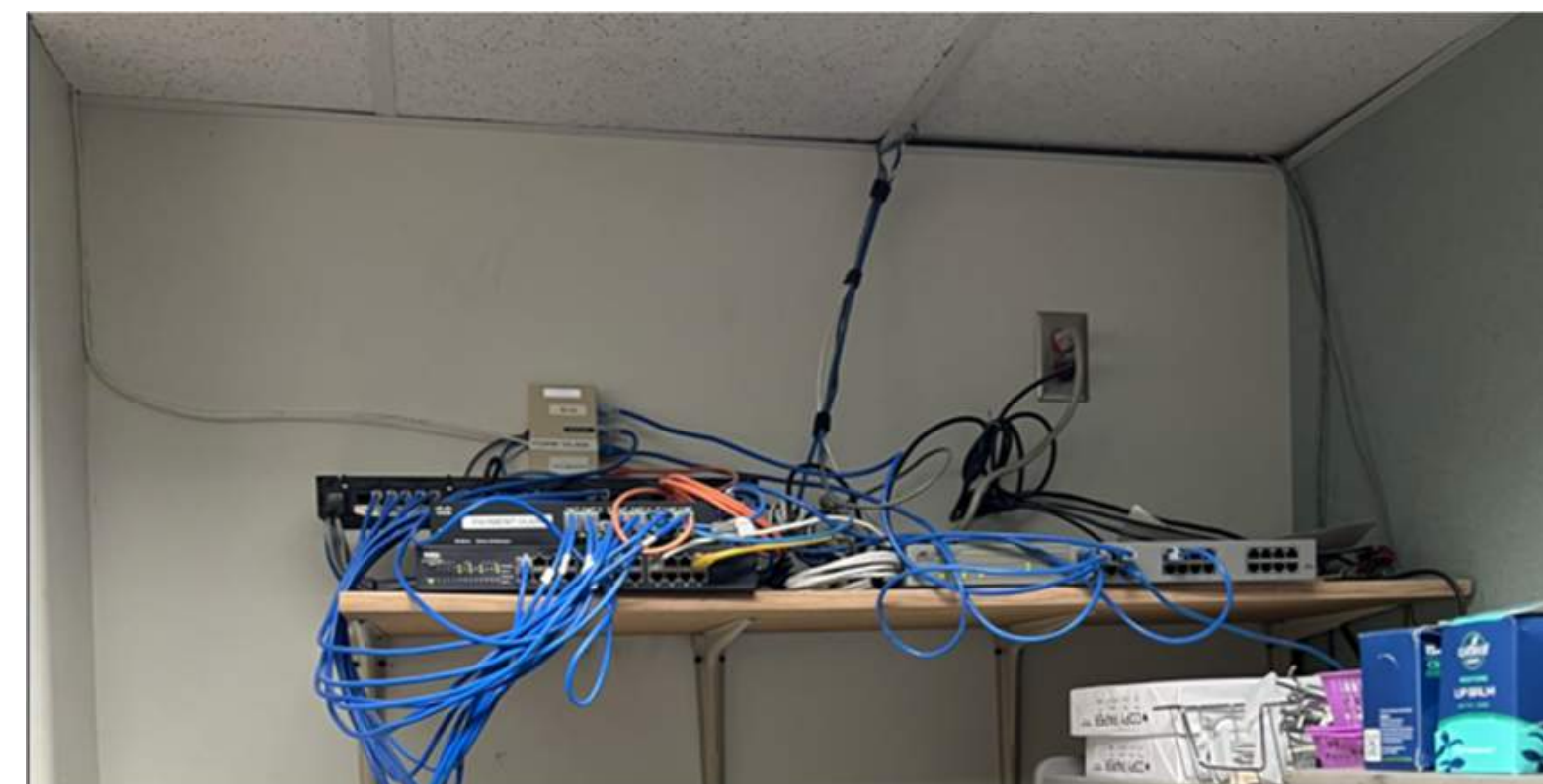
- (1) dedicated 30A 120V and (1) dedicated 20A 120V circuit needed. Conduit to route approximately 150 feet from electrical panel G2 to the Proposed Library dispenser near the entrance. Interior routing should utilize existing conduit infrastructure (above ACT) and exterior shall be new.

**General Notes:**

- Each Dispenser requires
  - (1) Dedicated 20A 120V GFCI circuit with (2)#12,(1)#12G,1" C.
  - (1) Dedicated 30A 120V GFCI circuit (If the unit is outside) with (2)#10,(1)#10G,1" C.
  - (1) data connection – RJ45 Plug with CAT-5E (exterior, wet location listed).

| PANEL G2                 | FED FROM               |
|--------------------------|------------------------|
| 1 TRACK BEHIND CHKSTNDS  | 2 CLOCK                |
| 3 TRACK N. OF CHKSTNDS   | 4 PADDLE FANS          |
| 5 TRACK AT PHARMACY      | 6 PADDLE FANS          |
| 7 AUTOMATIC DOOR         | 8 DRINKING FOUNTAINS   |
| 9 AUTOMATIC DOOR         | 10 POP MACHINE         |
| 11 AUTOMATIC DOOR        | 12 POP MACHINE         |
| 13 AUTOMATIC DOOR        | 14 POP MACHINE         |
| 15 WOMEN'S HANDDRYER     | 16 HALL RECEP          |
| 17 MEN'S HANDDRYER       | 18 LUNCH ROOM RECEP    |
| 19 EF-6 LUNCHROOM        | 20 POP MACHINE         |
| 21 EF-8 RESTROOMS        | 22 BATHROOM RECEP      |
| 23 EF-10 JANITORS CLOSET | 24 VESTIBULE # 2 RECEP |
| 25 FC-4                  | 26 POP MACHINE         |
| 27 * -                   | 28 ROOF RECEP          |
| 29 FC-5                  | 30 ROOF RECEP          |
| 31 * -                   | 32 ICESTOP SYSTEM      |
| 33 FC-6                  | 34 ICESTOP SYSTEM      |
| 35 * -                   | 36 ICESTOP SYSTEM      |
| 37 FC-7                  | 38 ICESTOP SYSTEM      |
| 39 * -                   | 40 VESTIBULE # 1 RECEP |
| 41 BEER COOLER SIGNAGE   | 42 BEER COOLER SIGNAGE |

- (1) data conduit to route approximately 60 feet to IT Server Panel near Restroom. Interior routing can be provided via j-hooks above ACT. Exterior routing shall be in conduit.
- Dispenser to be on Yoke's internet connection. The Library IT will setup Firewall to connect to SPL Systems.



| Revisions |      |             |
|-----------|------|-------------|
| #         | Date | Description |
|           |      |             |



**AGENDA ITEM NUMBER: 13b**

**Nevada Street Development and 24/7 Kiosk Installation**

**BACKGROUND:**

Spokane Public Library owns an undeveloped lot on Nevada Street. The property has been for sale for a number of years and though there have been offers, none have materialized in spite of dropping the price.

The 2018 UTGO Bond measure included the purchase and installation of 24/7 kiosks to be placed around the City of Spokane to enhance service delivery areas.

We sought bond counsel with Laura McAloon, of McAloon Law PLLC and she indicated placing a 24/7 kiosk on the Nevada Street property would be a proper use of bond funds and would be a win-win for the library and citizens.

As presented earlier, the funding for installation is available in the Bond Fund #3365. The amount currently available is \$1,575,093. Early estimates indicate \$250,000 should be sufficient to cover design and installation costs at Catholic Charities, Yokes and Mann-Grandstaff VAMC.

This leaves \$1.3 million to develop the Nevada Street property before the addition of any other residual budget from our active projects.

To begin that process we have received an initial estimate of \$58,000 from Group 4/Integrus for the design and permitting of site improvements on the Nevada Street property for the eventual placement of a 24/7 kiosk.

|                                |                  |                |                   |                     | <b>PENDING ISSUES:</b> |                 |                | <b>Lights</b> | <b>Swale</b>     |   |  |
|--------------------------------|------------------|----------------|-------------------|---------------------|------------------------|-----------------|----------------|---------------|------------------|---|--|
|                                | <b>PMO</b>       | <b>CENTRAL</b> | <b>SOUTH HILL</b> | <b>INDIAN TRAIL</b> | <b>SHADLE</b>          | <b>HILLYARD</b> | <b>LIBERTY</b> | <b>HIVE</b>   | <b>TOTAL</b>     |   |  |
| <b>REMAINING BUDGET</b>        |                  |                |                   |                     |                        |                 |                |               |                  |   |  |
| BUILDING CONSTRUCTION          |                  | 268,094        | 192,828           | 248,632             | -                      | -               | 50,000         | 50,000        | 809,554          |   |  |
| OTHER IMPROVEMENTS-Signage     |                  | 7,548          | 4,265             | 4,265               | -                      | -               | -              | -             | 16,078           |   |  |
| PUBLIC ART                     | 111,256          | -              | -                 | -                   | -                      | -               | -              | -             | 111,256          |   |  |
| FURNITURE/FIXTURES/SHELVING    | 66,958           | 66,640         | 86,607            | 3,067               | -                      | -               | -              | -             | 223,272          |   |  |
| BOOKS & MATERIALS              | 408,629          |                |                   |                     |                        |                 |                |               | 408,629          |   |  |
| COMPUTER/MICRO EQUIPMENT       | 200,215          |                |                   |                     |                        |                 |                |               | 200,215          |   |  |
| DATA PROCESSING EQUIP          | 294,307          |                |                   |                     |                        |                 |                |               | 294,307          | \$ 991,005                                      |  |
| CONSTR. OF FIXED ASSETS        | 496,483          |                |                   |                     |                        |                 |                |               | 496,483          |   |  |
| CONSTRUCTION PROFESSIONAL SVCS | 1,316            | 21,610         | 743               | 4,950               | -                      | -               | -              | -             | 28,619           |   |  |
| A&E SVCS                       | 9,834            | 10,826         | 18,367            | 20,096              | -                      | -               | -              | -             | 59,123           |   |  |
| RESERVE FOR RISK CONT          | 90,894           | -              | -                 | -                   | -                      | -               | -              | -             | 90,894           |   |  |
| <b>TOTAL REMAINING BUDGET</b>  | <b>1,679,893</b> | <b>374,718</b> | <b>302,810</b>    | <b>281,010</b>      | <b>-</b>               | <b>-</b>        | <b>50,000</b>  | <b>50,000</b> | <b>2,738,430</b> |   |  |
|                                |                  |                |                   |                     |                        |                 |                |               |                  |   |  |
|                                |                  |                |                   |                     |                        |                 |                |               |                  | Interest earned and not yet brought into budget |  |
|                                |                  |                |                   |                     |                        |                 |                |               |                  | 584,088   |  |
|                                |                  |                |                   |                     |                        |                 |                |               |                  | <b>Available for kiosk installations</b>        |  |
|                                |                  |                |                   |                     |                        |                 |                |               |                  | <b>\$ 1,575,093</b>                             |  |

**APPROVAL ACTION RECOMMENDED:**

We request approval to remove the Nevada Street property from the real estate market and to proceed with the design and permitting of site improvements.