

# SRTC

SPOKANE REGIONAL TRANSPORTATION COUNCIL

## CALENDAR YEAR 2025 BUDGET

Approved by the SRTC Board of Directors on 10.10.24

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# SPOKANE REGIONAL TRANSPORTATION COUNCIL

## 2024 BOARD OF DIRECTORS

City of Airway Heights	<b>COUNCIL MEMBER JENNIFER MORTON</b>
City of Cheney	<b>COUNCIL MEMBER PAUL SCHMIDT</b>
City of Deer Park	<b>COUNCIL MEMBER DIANT PHAEFFLE</b>
City of Liberty Lake	<b>MAYOR CRIS KAMINSKAS</b>
City of Medical Lake	<b>COUNCIL MEMBER DON KENNEDY</b>
City of Millwood	<b>MAYOR KEVIN FREEMAN</b>
City of Spokane	<b>COUNCIL MEMBER BETSY WILKERSON</b>
City of Spokane	<b>COUNCIL MEMBER KITTY KLITZKE</b>
City of Spokane Valley	<b>MAYOR PAM HALEY</b>
City of Spokane Valley	<b>COUNCIL MEMBER ROD HIGGINS (VICE-CHAIR)</b>
Kalispel Tribe of Indians	<b>DANIEL CLARK</b>
Major Employer Representative	<b>DOUG YOST</b>
Rail/Freight Representative	<b>MATT EWERS</b>
Small Towns Representative	<b>COUNCIL MEMBER MICKI HARNOIS</b>
Spokane County	<b>COMMISSIONER AL FRENCH (CHAIR)</b>
Spokane County	<b>COMMISSIONER MARY KUNEY</b>
Spokane Transit Authority	<b>CEO E. SUSAN MEYER</b>
Spokane Tribe of Indians	<b>COUNCIL MEMBER TIGER PEONE</b>
WSDOT-Eastern Region	<b>REGIONAL ADMINISTRATOR CHARLENE KAY</b>
WA Transportation Commission	<b>COMMISSIONER KELLY FUKAI</b>

### **Ex-Officio Members**

Transportation Technical Committee	<b>HEATHER TRAUTMAN</b>
Transportation Advisory Committee	<b>PAUL VOSE</b>

## SRTC MEMBER JURISDICTIONS, TRIBES, AND AGENCIES

City of Airway Heights	City of Spokane Valley	Town of Latah
City of Cheney	Kalispel Tribe of Indians	Town of Rockford
City of Deer Park	Spokane County	Town of Spangle
City of Liberty Lake	Spokane Transit Authority	Town of Waverly
City of Medical Lake	Spokane Tribe of Indians	WSDOT-Eastern Region
City of Millwood	Town of Fairfield	WA State Transportation Commission
City of Spokane		

## BACKGROUND

The Spokane Regional Transportation Council (SRTC) is the lead agency for coordinating transportation planning activities in the Spokane region. SRTC is governed by a Board that includes local elected officials, transportation executives, and community and business representatives. Each year, the SRTC Board approves a Unified Planning Work Program (UPWP) that describes upcoming work activities and priorities. The Fiscal Years 2024-2025 UPWP (07/01/2023 through 06/30/2025) is available on the SRTC website at <https://www.srtc.org/unified-planning-work-program/>.

This Calendar Year (CY) 2025 Budget outlines SRTC's anticipated revenues and expenditures for the upcoming year. A key objective of the CY 2025 Budget is to provide adequate resources to address core planning functions, as defined by federal and state requirements. Together, the UPWP and annual budget provide a comprehensive picture of SRTC's work activities and financial resources. Both documents are aligned with SRTC's mission, vision, and values statements:

**MISSION:** *Develop plans and programs that coordinate transportation planning in the Spokane Region*

**VISION:** *The Spokane region possesses the best multi-modal/multi-jurisdictional transportation network that optimizes safety, capacity, and efficiency in the movement of people and goods in a region of our size.*

**VALUES:** *Regional Leadership, Collaboration, Accountability, Innovation, Transparency, Inclusiveness, Integrity*

## SRTC ORGANIZATION

SRTC serves as the Metropolitan Planning Organization (MPO) for the region and is responsible for ensuring compliance with federal transportation planning requirements. Since the Spokane Metropolitan Planning Area is over 200,000 in population, SRTC is also designated as a Transportation Management Area (TMA), which involves additional responsibilities and discretion in allocating certain federal transportation funds within the urbanized area. Finally, SRTC serves as the state designated Regional Transportation Planning Organization (RTPO) for Spokane County. RTPOs are voluntary associations of local governments and were authorized as part of the 1990 Washington State Growth Management Act to ensure local and regional coordination of transportation plans.

SRTC is organized through an interlocal agreement as a voluntary association and joint board. As shown on page 1, the agency is governed by a Board of Directors which receives policy input from a Transportation Advisory Committee (TAC) and technical input from a Transportation Technical Committee (TTC). The Board of Directors includes 18 voting members and two ex-officio, or non-voting, members. Also, pursuant to RCW 47.80.040, area members of the House of Representatives and the State Senate are considered ex officio, non-voting policy board members of SRTC.

# SFY 2024-2025 UNIFIED PLANNING WORK PROGRAM (UPWP)

On 06/08/2023, the SRTC Board approved the State Fiscal Years (SFY) 2024-2025 Unified Planning Work Program. The 2024-2025 UPWP defines the projects and work activities that will be conducted by the agency during the period of 07/01/2023 through 6/30/2025 and identifies whether each task is primarily an MPO (federal) or RTPO (state) activity.

Table 1 identifies the work activities included in the FY 2024-2025 UPWP.

Task	MPO	RTPO	Task	MPO	RTPO
<b>Task 1: Program Administration &amp; Coordination</b>			<b>Task 2: Public &amp; Stakeholder Participation &amp; Coordination</b>		
1.1 Program Management & Support	<input type="radio"/>	<input type="radio"/>	2.1 Public Coordination & Outreach	<input type="radio"/>	<input type="radio"/>
1.2 Certifications, Agreements, Work Program	<input type="radio"/>	<input type="radio"/>	2.2 Stakeholder Coordination	<input type="radio"/>	<input type="radio"/>
1.3 Coordination with State/Federal Legislators	<input type="radio"/>	<input type="radio"/>	2.3 Title VI & Environmental Justice	<input type="radio"/>	<input type="radio"/>
1.4 Professional Development & Training	<input type="radio"/>		2.4 Website and Social Media Management	<input type="radio"/>	<input type="radio"/>
<b>Task 3: Data Management &amp; Systems Analysis</b>			<b>Task 4: Metropolitan Transportation Plan &amp; General Long Range Transportation Planning</b>		
3.1 Data & Software Management	<input type="radio"/>	<input type="radio"/>	4.1 Long Range Transportation Planning	<input type="radio"/>	<input type="radio"/>
3.2 GIS & Spatial Analysis	<input type="radio"/>	<input type="radio"/>	4.2 Equity Planning	<input type="radio"/>	
3.3 Data Visualization & Cartography	<input type="radio"/>	<input type="radio"/>	4.3 Climate Change & Resiliency	<input type="radio"/>	<input type="radio"/>
3.4 Socioeconomic Data Collection/Forecasting	<input type="radio"/>	<input type="radio"/>	4.4 Agency Support & Coordination	<input type="radio"/>	<input type="radio"/>
3.5 Systems Analysis & Data Application	<input type="radio"/>		4.5 Active & Public Transportation	<input type="radio"/>	<input type="radio"/>
3.6 Air Quality & Transportation Conformity	<input type="radio"/>				
<b>Task 5: Transportation Improvement Program</b>			<b>Task 6: Congestion Management Process</b>		
5.1 TIP Development & Maintenance	<input type="radio"/>	<input type="radio"/>	6.1 CMP Activities	<input type="radio"/>	
5.2 Coordination & Tracking Projects	<input type="radio"/>	<input type="radio"/>	6.2 SRTMC Support/TSMO	<input type="radio"/>	
<b>Task 7: Planning Coordination &amp; Studies</b>			<b>Task 8: RTPO Planning Activities</b>		
7.1 General Planning Support/Coordination	<input type="radio"/>		8.1 General RTPO Activities		<input type="radio"/>
7.2 Regional Transportation Priorities	<input type="radio"/>		8.2 Comp Plan & CWPP Certification Update		<input type="radio"/>
7.3 Safety	<input type="radio"/>	<input type="radio"/>			

## CY 2025 BUDGET SUMMARY

SRTC prepares and adopts a proposed budget for each calendar year and submits anticipated contributions to the legislative bodies of each member agency. Member contributions for the CY 2025 Budget were reviewed by the SRTC Board on 07/11/2024. This information was submitted by letter to each member agency on 07/22/2024. The annual budget may be amended by vote of the Board, provided such amendment does not require additional budget appropriation, or by joint approval of the Board and participating members where such amendment does require additional member agency budget appropriation.

## FINANCIAL MANAGEMENT PRACTICES

SRTC prepares a budget for financial planning purposes. It is used only as a planning tool with no legal requirement to amend the budget as factors change throughout the year. However, significant budget changes, including changes that alter the approved Unified Planning Work Program, are presented for review and approval by the Board.

SRTC reports financial activity in accordance with the Cash Basis Budgeting, Accounting and Reporting System (BARS) manual prescribed by the State Auditor's Office under the authority of Washington State law, Chapter 43.09 RCW. Financial transactions are recognized on a cash basis of accounting. SRTC's basic financial statements include the financial position and results of operations. It accounts for all financial resources except those required or elected to be accounted for in another fund.

SRTC has one governmental fund (General Fund). The fund has a set of single-entry accounts that comprises its cash, investments, revenues, and expenditures, as appropriate. It is SRTC's policy to deposit all cash with the Spokane County Treasurer.

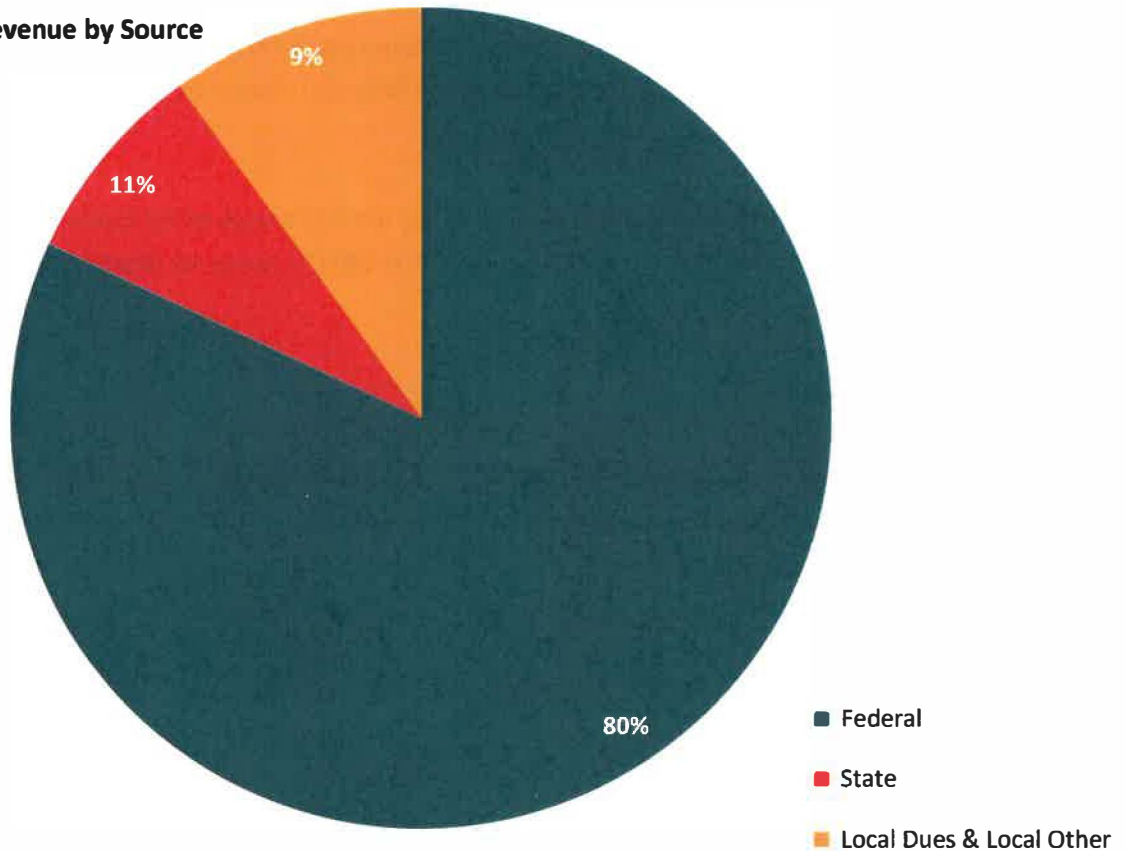
## CY 2025 REVENUE ESTIMATES

The CY 2025 estimate for revenues is \$3,663,166 (Table 2). As shown in Figure 2, 80% of the revenues included in the CY 2025 Budget are provided by federal sources. State planning support is 11% of total; local dues and other local funds account for 9% of the budgeted revenues.

**TABLE 2: CY 2025 ESTIMATED REVENUES**

FHWA PL Funds	\$ 880,095
FTA 5303 Funds	408,228
STBG Planning Funds	500,000
RTPO State Planning Funds	144,651
V.M.T. (Vehicle Miles Travelled) Study Funds	95,000
Designated Grants – WA Dept of Commerce – Electric Chargers	1,300,000
Local Member Contributions	280,192
SRTC Cash Reserve - Contingency	25,000
Spokane County Treasury Interest	30,000
<b>TOTAL ESTIMATED REVENUES</b>	<b>\$ 3,663,166</b>

**Figure 2: CY 2025 Revenue by Source**



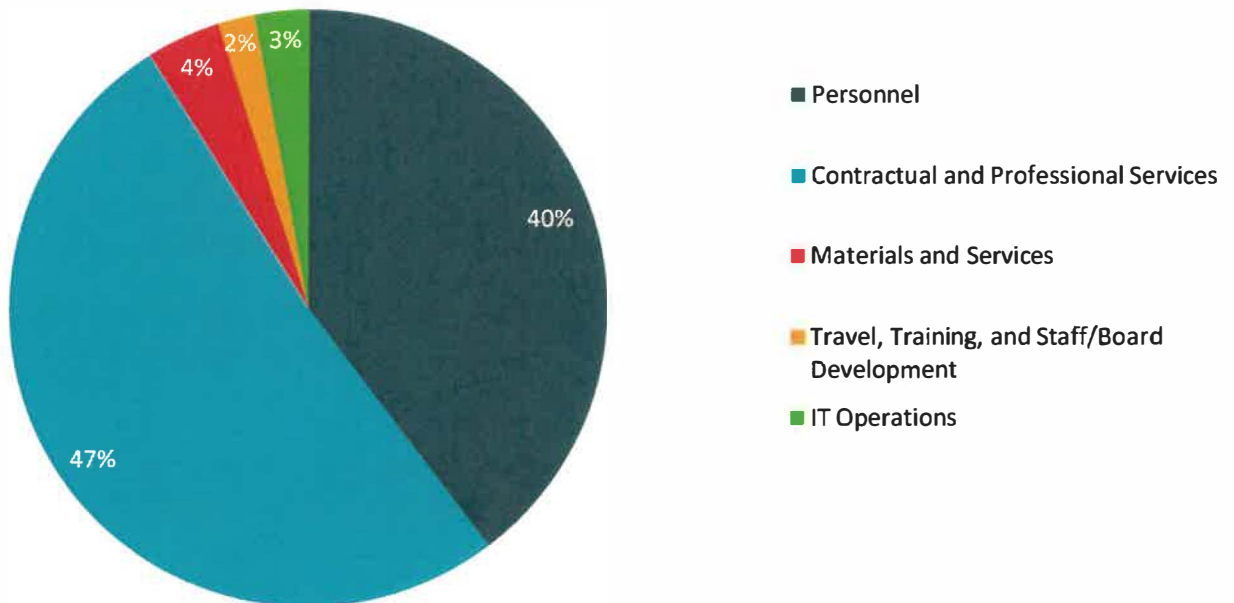
## CY 2025 EXPENDITURE ESTIMATES

The CY 2025 estimate for expenditures is balanced to estimated revenues at \$3,663,166. Budget expenditures are divided into the following five divisions: 1) Personnel; 2) Contractual and Professional Services; 3) Materials and Services; 4) Travel, Training, and Staff Development; and 5) IT Operations.

Table 3 provides a breakdown of expenses by these categories. Figure 3 illustrates that personnel expenditures account for 44% of the total agency budget. Contractual and Professional Services account for 47%; followed by Materials & Services at 4%; Training and Memberships at 2%, and IT Operations at 3%.

TABLE 3: CY 2025 ESTIMATED EXPENDITURES	
Personnel	\$ 1,615,361
Contractual and Professional Services	1,716,850
Materials and Services	129,860
Training and Memberships	63,925
IT Operations	112,170
Contingency	25,000
<b>TOTAL ESTIMATED EXPENDITURES</b>	<b>\$ 3,663,166</b>

**Figure 3: CY 2024 Expenditures by Budget Division**





The CY 2025 budget includes 11.50 Full Time Equivalent (FTE) positions. Table 4 provides a summary of the budgeted positions for CY 2024 and CY 2025.

<b>TABLE 4: SUMMARY OF BUDGETED POSITIONS</b>		
<b>Position</b>	<b>CY 2024</b>	<b>CY 2025</b>
Executive Director	1.00	1.00
Deputy Executive Director	1.00	1.00
Administrative Services Manager	1.00	1.00
Administrative-Executive Coordinator	1.00	1.00
Communications and Public Relations Coordinator	1.00	1.00
Program Intern	0.50	0.50
Associate Transportation Planner I	0.00	1.00
Associate Transportation Planner II	2.00	0.00
Associate Transportation Planner III	0.00	1.00
Principal Transportation Planner	4.00	4.00
<b>TOTALS</b>	<b>11.50</b>	<b>11.50</b>

## CY 2025 BUDGET DETAILS

Appendix A presents the budget details for the CY 2025 Budget. The following provides detail of some of the revenue and expenditure items contained in Appendix A.

### REVENUES

**FHWA PL (FEDERAL PLANNING LAW FUNDS):** SRTC’s allocation of PL funds in CY 2025 is anticipated to be \$834,475. An additional \$45,620 is from prior year remaining funds for a total of \$880,095.

**FTA (FEDERAL SECTION 5303 FUNDS):** SRTC’s allocation of FTA Section 5303 funds in CY 2025 is budgeted at \$309,527. An additional \$98,701 is from prior year remaining funds for a total of \$408,228.

**STBG (FEDERAL DISCRETIONARY FUNDS-METROPOLITAN PLANNING):** SRTC’s current 2024-2027 Transportation Improvement Program (TIP) includes \$500,000 in annual Surface Transportation Program (STBG Planning) funds for Metropolitan Transportation Planning in 2025.

**OTHER GRANTS, STUDIES, AND PROJECTS:** The Vehicle Miles Travelled (V.M.T.) Study is to be funded with revenues from WSDOT. It is anticipated that the Electrification of Transportation Systems (ETS) grant revenue will be \$1,300,000 in 2025, the final year of the grant funded project.

**RTPO (STATE PLANNING FUNDS):** The State of Washington provides \$2.45 million annually to RTPOs to conduct transportation planning in support of the State’s Growth Management Act (GMA). For large MPO’s such as SRTC, this funding has been used to supplement the overall planning program in fulfillment of the GMA, and to support transportation planning activities in the non-urbanized areas of Spokane County. SRTC’s allocation of RTPO funds is anticipated to remain at \$144,651 in CY 2025.

**LOCAL CONTRIBUTIONS:** Local contributions are budgeted to remain at \$.30 cents per capita. The dues structure also calls for Spokane County to pay dues at the City of Spokane assessment. Table 5 provides an overview of contributions for each member in CY 2024 and CY 2025. The contributions for SRTC members in CY 2025 are \$280,192.

**TABLE 5: CY 2025 LOCAL DUES**

Jurisdiction	Population*	% of 2024 Population	CY 2024 Dues	CY 2025 Dues
Airway Heights	12,070	2.16%	3,384	3,621
Cheney	13,150	2.35%	3,948	3,945
Deer Park	5,100	0.91%	1,478	1,530
Fairfield	600	0.11%	180	180
Latah	185	0.03%	56	56
Liberty Lake	13,870	2.48%	3,945	4,161
Medical Lake	4,835	0.86%	1,475	1,451
Millwood	1,925	0.34%	578	578
Rockford	605	0.11%	171	182
Spangle	285	0.05%	84	86
Spokane	233,000	41.65%	69,810	69,900
Spokane County	164,850	29.47%	69,810	69,900
Spokane Valley	108,800	19.45%	32,220	32,460
Waverly	125	0.02%	36	38
<b>Jurisdiction Subtotal</b>	<b>559,400</b>	<b>100%</b>	<b>187,175</b>	<b>188,268</b>
Kalispel Tribe of Indians	Flat Rate	n/a	-	1,400
Spokane Transit Authority	Flat Rate	n/a	58,706	58,706
Spokane Tribe of Indians	Flat Rate	n/a	-	1,400
WSDOT-Eastern Region	Flat Rate	n/a	30,418	30,418
<b>Special Subdistrict Subtotal</b>			<b>89,124</b>	<b>91,924</b>
		<b>TOTAL DUES</b>	<b>276,299</b>	<b>280,192</b>

\* (4/1/2024 WA Office of Financial Management Estimate)

## EXPENDITURES

### **PERSONNEL:** *Increase of \$84,401 (5.5%) vs 2024*

**Salaries:** Total wages budgeted for 2025 increase 5.3% over the 2024 budget. The increase coming from projected merit increases is based on performance reviews, as well as a requested 3.0% wage adjustment.

**FICA:** The Federal Insurance Contributions Act tax includes employer contributions for Social Security and Medicare.

**WA State Retirement System:** SRTC provides the employer match for its employees as members of the Washington State Retirement System. Contribution rates are set by the State Legislature and may be adjusted as needed, usually at the beginning of the State's Biennium. In September 2024 the employer rate increased to 9.11 %. The 2025 budget is a 1% increase of \$1,137 vs 2024 budget.

**Insurance/other Benefits:** As of 01-01-2019 SRTC began procuring health insurance benefits through the Association of Washington Cities Trust as a non-city entity sponsored by the City of Spokane Valley. Medical Insurance premiums are anticipated to increase between 7 – 10% for 2025. An increase to Dental Insurance of 2% is expected after several years of no increases. SRTC's earned 2025 Well City discount will result in a 2% reduction in medical insurance premiums. Medical insurance premiums are estimated to increase 8.5% for the 2024 budget. Vision and life insurance rates will not change. Industrial Insurance is also included in this category. Agency contributions to Health Savings Accounts for staff on High Deductible Health Insurance plans and Transit passes are in this budget category as well.

**CONTRACTUAL AND PROFESSIONAL SERVICES:** *decrease of \$657,250 (27.7%) vs 2024.* This is primarily due to the completion of the D.A.T.A. and SS4A efforts, as well as decreases in total of various on-going contracts for the Metropolitan Transportation Plan (MTP) update.

**Legal Services:** No change from 2024 budget.

**Contractual/Professional Services:** This category includes available funds from prior year grant balances available for project work to be identified in the 2024-2025 UPWP which includes the first half of CY 2025: moderate increases to translation and state audit services; and addition of photography services to support outreach efforts.

Consultant Services for DATA Project and SS4A are \$564,000 less than 2024 budget. Other projects include the TIP database and other projects included as part of the MTP update due in 2025.

Consultant work budgeted in 2025 includes:

- Needs Planning (MTP): \$75,000
- Smart Mobility Plan (MTP): \$30,000
- Resiliency Plan (MTP): \$30,000
- Economic Analysis (MTP): \$87,500

- Strategic Plan \$30,000
- Vehicle Miles Travelled Plan \$95,000

Avista and STA continue to work on installing charging infrastructure as part of the \$2,500,000 ETS grant administered by WA Dept of Commerce using US Dept. of Energy funds. The project closes at the end of 2025 (these are pass through funds for SRTC).

**MATERIALS AND SERVICES:** *decrease* of \$7,960 (5.8%) vs 2024 – Primarily due to marked decrease in office lease expense offset somewhat by anticipated increase of agency property/liability insurance, one-time rebranding costs, and a more robust outreach program.

**Operating Supplies:** General office supplies, outreach and wellness program supplies.

**Minor Furniture/Equipment:** Includes replacement of older office chairs & furniture as necessary. Replacement of equipment for outreach at community events.

**Telephone:** VOIP telephone service for office; cell service for Executive and Deputy Directors.

**Advertising:** Expenses for legal notices related to items such as public meetings, outreach events, plan comment periods, and Transportation Improvement Program (TIP) amendments.

**Office Space Rent:** SRTC leases Suites 500 at the Paulsen Center. Starting in June of 2024 SRTC no longer leases Suite 504 but does have free use of the space for public meetings until May 2026.

**Copy Machine Lease:** This includes the copier lease expense as well as the copier usage charges.

**Property and Liability insurance:** Anticipated to increase approximately 10% for 2025.

**Printing:** \$6,000 budgeted for printing an updated SRTC Bike Map in 2025. Additional printing as part of MTP update and rebranding.

**TRAVEL, TRAINING, AND STAFF/BOARD DEVELOPMENT:** *Increase* of \$500 (.8%) vs 2024 budget.

Because of the specialized and technical nature of the services provided, this category is to ensure adequate resources for travel, as well as resources for needed technical training related to travel demand modeling, air quality modeling, geographic information systems, transportation planning, information technology, financial management, updates and changes to employment law, public records law, and public involvement. Regular travel is also necessary for coordination with other organizations.

- Mileage & Parking
- Travel & Training
- Annual Summit & Guest Speakers

- Dues, Subscriptions, and Memberships

**INFORMATION TECHNOLOGY (IT) OPERATIONS – Increase of \$14,860 (15.3%) vs 2024 budget.**

**IT Management Services:** In July 2024 SRTC contracted with a new IT Support Services vendor. The Professional Services rate is comparable to that of 2024; additional funds are budgeted for potential work on the cloud network and security.

**Software - Software purchases and software maintenance:** Support for the VISUM model, ESRI Software for GIS, firewall maintenance, finance/payroll software. Software purchases include Presentation software, MS Office 365 and Planner/Data software, Adobe Acrobat. Network security software and investments in ArcGIS software and data storage are also budgeted in 2025.

**Hardware – New/Replacement/Repairs/Maintenance/Upgrades:** Replacement of network equipment and workstation replacement. The 2025 budget does include workstation replacement & minor equipment, as well as improvements to hybrid office equipment/hardware. Repair supplies and equipment repair.

**Online Services:** Internet service, metro Ethernet connection, website hosting, spam filtering, domain names, virtual meeting platform services.

**Budget Summary**  
**SRTC CY 2025 Budget Summary '10-3-24)**

	CY 2024 Amended	CY 2025 Proposed	\$\$ change	% change
<b>REVENUES</b>				
1 FHWA PL (Federal Planning Funds) FY25 allocation	822,488	834,475	11,987	1.5%
2 FHWA PL (Federal Planning Funds) carried forward prior year	147,500	45,620	(101,880)	-69.1%
3 FTA (Federal Section 5303 Funds) FY25 allocation	284,830	309,527	24,697	8.7%
4 FTA (Federal Section 5303 Funds) carried forward prior year	45,247	98,701	53,454	118.1%
5 STBG Planning Funds	500,000	500,000	-	0.0%
6 Designated Grant - FHWA - SS4A (Safe Streets 4 All)	400,000	-	(400,000)	-
7 STBG D.A.T.A. & Study Project Funds	129,600	-	(129,600)	-
8 RTPO (State Planning Funds)	144,651	144,651	-	0.0%
9 V.M.T. (Vehicle Miles Travelled) Study Funds	138,000	95,000	(43,000)	-31.2%
10 Designated Grants (WA Dept Commerce - ETS)	1,200,000	1,300,000	100,000	8.3%
11 Local Member Contributions	276,299	280,192	3,893	1.4%
12 Local Member Contributions - designated SS4A from prior year	45,000	-	(45,000)	-
13 Designated Local Funds from prior year (SRTC - SS4A)	55,000	-	(55,000)	-
14 SRTC Cash Reserve (suite 500 changes & contingency)	25,000	25,000	-	0.0%
15 Spokane County Treasury Interest	15,000	30,000	15,000	100.0%
16 <b>TOTAL REVENUES</b>	<b>4,228,615</b>	<b>3,663,166</b>	<b>(565,449)</b>	<b>-13.4%</b>
<b>EXPENDITURES</b>				
<b>Personnel</b>				
19 Salaries	1,136,980	1,194,875	57,895	5.1%
20 Accrued Vacation Payouts \ Unemployment	15,000	15,000	-	0.0%
21 FICA	88,126	92,555	4,429	5.0%
22 WA State Retirement System	108,354	109,491	1,137	1.0%
23 Insurance/Benefits	182,500	203,440	20,940	11.5%
24 <b>Total Personnel</b>	<b>1,530,960</b>	<b>1,615,361</b>	<b>84,401</b>	<b>5.5%</b>
<b>Contractual and Professional Services</b>				
26 Legal Services	25,000	25,000	-	0.0%
27 Consultant & Prof Svcs	2,250	5,800	3,550	157.8%
28 State Audit Charges	20,500	22,000	1,500	7.3%
29 Consultant Services & D.A.T.A.	129,600	-	(129,600)	-
30 Consultant Services & SS4A	435,000	-	(435,000)	-
31 Consultant Services & MTP Update	405,000	222,500	(182,500)	-45.1%
32 Consultant Services & TIP Database	18,750	16,550	(2,200)	-11.7%
33 Consultant Services & Strategic Plan	-	30,000	30,000	-
34 Professional Services - ETS Grant Work	1,200,000	1,300,000	100,000	8.3%
35 Consultant Services & V.M.T.	138,000	95,000	(43,000)	-31.2%
36 <b>Total Contractual and Professional Services</b>	<b>2,374,100</b>	<b>1,716,850</b>	<b>(657,250)</b>	<b>-27.7%</b>
<b>Materials and Services</b>				
38 Publications	500	500	-	0.0%
39 Postage	300	400	100	33.3%
40 Operating Supplies	4,500	7,000	2,500	55.6%
41 Minor Furniture/Equipment/Rebranding	1,000	5,150	4,150	415.0%
42 Telephone	4,860	4,980	120	2.5%
43 Advertising	3,000	5,550	2,550	85.0%
44 Rent - Office Space	95,000	68,000	(27,000)	-28.4%
45 Rent - Meeting Rooms	500	500	-	0.0%
46 Lease - Copier (and usage charges)	2,550	2,670	120	4.7%
47 Property and Liability Insurance	20,000	22,000	2,000	10.0%
48 Printing	750	8,000	7,250	966.7%
49 Interfund Charges County Treasurer (Fees)	4,860	5,110	250	5.1%
51 <b>Total Materials and Services</b>	<b>137,820</b>	<b>129,860</b>	<b>(7,960)</b>	<b>-5.8%</b>
<b>Travel, Training, and Staff Development</b>				
53 Mileage & Parking	2,400	2,400	-	0.0%
54 Travel / Training (Staff)	42,700	42,700	-	0.0%
55 Annual Summit / Guest Speakers	5,000	5,000	-	0.0%
56 Board/Staff Retreats, Facilitators, Refreshment	3,700	3,700	-	0.0%
57 Dues, Subscriptions, and Memberships	9,625	10,125	500	5.2%
58 <b>Total Travel, Training, and Staff Development</b>	<b>63,425</b>	<b>63,925</b>	<b>500</b>	<b>0.8%</b>
<b>IT Operations</b>				
60 IT Professional Services	29,060	36,300	7,240	24.9%
61 Software	39,820	44,020	4,200	10.5%
62 Hardware - New, Replacement, Repairs & Maintenance	10,500	18,500	8,000	76.2%
63 Online Services	17,930	13,350	(4,580)	-25.5%
64 <b>Total IT Services</b>	<b>97,310</b>	<b>112,170</b>	<b>14,860</b>	<b>15.3%</b>
65 <b>Contingency</b>	<b>25,000</b>	<b>25,000</b>	<b>-</b>	<b>0.0%</b>
66 <b>TOTAL EXPENDITURES</b>	<b>4,228,615</b>	<b>3,663,166</b>	<b>(565,449)</b>	<b>-13.4%</b>