

City of Chehalis, Washington



2019

Proposed Budget

January 1, 2019—December 31, 2019

This Page Intentionally Left Blank



City of Chehalis
2019 Proposed Budget
For Fiscal Year:
January 1, 2019—December 31, 2019

Elected Officials

Chehalis Mayor and City Council

Dennis Dawes, *Mayor*

At Large: Expires 12/31/2021

Terry Harris, *Mayor Pro-Tem*

District 1: Expires 12/31/2019

Dr. Isaac Pope, *Councilor*

District 4: Expires 12/31/2019

Anthony Ketchum, *Councilor*

District 3: Expires 12/31/2019

Robert Spahr, *Councilor*

At Large: Expires 12/31/2021

Daryl Lund, *Councilor*

District 2: Expires 12/31/2019

Chad Taylor, *Councilor*

At Large: Expires 12/31/2021

Appointed City Officials (City Staff)

Jill Anderson, City Manager

Bill Hillier, City Attorney

Caryn Foley, City Clerk

Judy Schave, Human Resources/Risk Manager

Glenn Schaffer, Police Chief

Ken Cardinale, Fire Chief

Rick Sahlin, Public Works Director

Chun Saul, Finance Director

Trent Lougheed, Community Development Director

Lilly Wall, Recreation Manager

Dale McBeth, Municipal Court Judge

Melody Guenther, Municipal Court Administrator

Contact Information

Mailing Address: 350 N. Market Boulevard

Chehalis, WA 98532

Telephone: (360) 748-0271

Table of Contents

Introductory Section:

| | |
|--|----|
| City Official..... | 1 |
| Table of Contents..... | 2 |
| City Manager's Budget Message..... | 6 |
| About the City..... | 14 |
| Strategic plan..... | 16 |
| City of Chehalis Organization Chart..... | 17 |
| The Budget Procedure..... | 18 |
| 2019 Budget Ordinance | 20 |
| 2019 Budget Ordinance Exhibit A - Budget Summary – All Funds | 21 |
| 2019 Revenue Budget Summary – All Fund | 22 |
| 2019 Expenditure Budget Summary – All Fund..... | 23 |
| Basis of Accounting & Budgeting | 24 |
| Description of City Revenues..... | 27 |

Budget Summary Section:

| | |
|--|----|
| Comparative Summary of Budget Totals Including Fund Balance – All Funds..... | 36 |
| Comparative Summary by Revenues and Expenditures Category – All Funds..... | 38 |
| 2019 Capital Budget..... | 40 |
| 2019 Schedule of Interfund Transfers | 41 |
| Full-Time Equivalent Employees Summary by Department 2016-2019 | 42 |
| Comparative Summary of Revenues and Expenditures by Category – General Fund..... | 43 |
| Comparative Expenditures Summary by Department – General Fund..... | 44 |

Budget Detail Section

GOVERNMENTAL FUND TYPES

| | |
|--|-----------|
| <u>General Fund & General Fund Reserve Fund.....</u> | <u>47</u> |
| General Fund Revenues..... | 48 |
| General Fund Department Expenditures | |
| City Council..... | 56 |
| City Attorney – Legal Service..... | 60 |
| City Manager..... | 62 |
| City Clerk..... | 66 |
| Human Resources..... | 70 |
| Finance..... | 74 |
| Municipal Court..... | 78 |
| Police..... | 84 |
| Fire..... | 92 |
| Facilities and Parks..... | 98 |
| Planning and Building..... | 106 |
| Recreation..... | 112 |
| Public Works - Streets..... | 118 |
| Non-Departmental..... | 126 |

Table of Contents

| | |
|--|-----|
| Dedicated Street Fund..... | 132 |
| Building Abatement Fund..... | 136 |
| Compensated Absences Reserve Fund..... | 140 |

Special Revenue Funds:

| | |
|---|-----|
| Arterial Street Fund..... | 146 |
| Transportation Benefit District Fund..... | 150 |
| Tourism Fund..... | 154 |
| Community Block Grant Fund..... | 158 |
| HUD Block Grant Fund..... | 162 |

Debt Service Funds:

| | |
|---------------------------|-----|
| 2011 G. O. Bond Fund..... | 166 |
|---------------------------|-----|

Capital Project Funds:

| | |
|--|-----|
| Public Facilities Reserve Fund..... | 170 |
| Automotive & Equipment Reserve Fund..... | 174 |
| First Quarter Percent REET Fund..... | 178 |
| Second Quarter Percent REET Fund..... | 182 |

PROPRIETARY FUND TYPES:

Enterprise Funds:

| | |
|---------------------------------|-----|
| Garbage Fund..... | 186 |
| Wastewater Fund..... | 190 |
| Water Fund | 204 |
| Storm & Surface Water Fund..... | 220 |
| Airport Fund..... | 228 |

FIDUCITARY FUDN TYPES:

| | |
|-----------------------------|-----|
| Firemen's Pension Fund..... | 238 |
| Agency Fund..... | 242 |

Supplemental Schedules

| | |
|--|-----|
| Outstand Debt and Debt Service Payment Schedule..... | 246 |
| Salary Schedule..... | 247 |
| Employee Full Time Equivalent Schedule..... | 250 |

Introductory Section

This Page Intentionally Left Blank

Budget Memo

November 2, 2018

Dear Honorable Mayor Dawes and Members of the City Council,

The 2019 Proposed Budget was prepared to reflect a realistic assessment of the cost to maintain the current level of municipal services for the residents, businesses and visitors in the City of Chehalis. It is the result of the work done by many members of the staff throughout the organization over the course of several months, as well as the careful review done by the City Council Budget Committee. Mayor Dennis Dawes, Mayor Pro Tem Terry Harris, and Councilor Bob Spahr again invested significant time and effort to provide guidance and insights through the preliminary budget review process.

The opportunity to provide an overview of the General Fund Budget in a work session on October 22, 2018 is also appreciated, as is the feedback provided on options for balancing the budget in a year that General Fund costs are rising faster than the City's General Fund revenues. These Council discussions provided important policy and budget guidance which is reflective in the 2019 Proposed Budget that is now being presented in its entirety for review and discussion by the City Council, as well as members of the public who would like to comment during the public hearings on Tuesday, November 13 and Monday, November 26.

I will also take this opportunity to recognize the City's Finance Director, Chun Saul, who joined the City less than a year ago. Chun worked very hard to add additional information and graphics to provide more context for the financial data. She worked well with the department directors, managers, and program administrators and their staffs, who did a commendable job of preparing their respective budgets. Special thanks to Betty Brooks, Accountant; Nichole Paulis, Public Works Office Manager; Judy Schave, HR Manager, and Kiley Franz, Administrative Assistant to the City Manager; for their extra effort through the process.

GENERAL FUND

Background

The City's General Fund, which funds basic municipal services, including Police and Fire, had been experiencing significant increases in revenues since the depths of the recession; however, it took until 2016 to meet and just barely exceed 2008 sales tax revenues. Sales tax continued to increase in 2017 and 2018, buoyed by significant construction spending on two new schools. While 2019 sales tax is expected to increase over 2018 estimates, there is uncertainty surrounding the unknowns related to construction spending, or lack thereof.

Unfortunately, costs continue to rise faster than revenues in all areas, particularly in the cost of providing salaries and maintaining benefits at a level near the average for similar size municipal agencies. The cost of services the City uses to conduct business have also increased, most notably the cost of 911 Dispatch. In addition, in 2017 and 2018, the City has invested heavily in repair and maintenance projects that were deferred during the recession and the long recovery.

The Preliminary Proposed Budget was balanced using almost \$300,000 of General Fund Reserve when presented to the Budget Committee for review in October. After careful review of each budget, the Budget Committee concluded that it would be premature to make additional cuts to the budget, recognizing that it would require a corresponding reduction in services. It then started to consider the possibility of increasing revenues, specifically the possibility of using some of the City's banked property tax capacity. The Committee requested that the proposal be brought to the attention to the full City Council prior to the formal budget hearings, which led to the City Council work session that took place on October 22, 2018 prior to the regular City Council meeting.

Some Banked Property Tax Capacity in Proposed Budget to Maintain Services

For the first time in many years, the City Council provided consensus direction to include an estimate for the inclusion of a portion of the City's banked property tax capacity when it met for the October 22

Budget Memo

work session. The 2019 Proposed Budget includes an increase in property tax revenues of \$102,786, which if approved would equate to an increase of \$14.22 per year for every hundred thousand in property value. So, if your property is worth \$200,000, the City portion of the property tax bill would be \$28.44 more in 2019 than it was in 2018. An important note is that the City collects less than 25% of the property tax paid to the County. State and Local Schools collect more than 40% with the remaining shared between the State and County entities.

With the addition of property tax revenue, the 2019 Proposed Budget is balanced using just under \$200,000 of General Fund Reserve; however, the 2019 Proposed Budget remains structurally imbalanced, i.e. ongoing expenses are exceeding ongoing revenues. If revenues and expenditures are in line with projections, the General Fund Operating Reserve will be 7.9% at the end of 2019. While this is very concerning, based on the comments made on October 22, I understand that the Budget Committee and the City Council as a body are confident that revenues will be higher and expenses lower than projected, to bring the general fund reserve back to the 10%, which is the City Council policy goal.

In the unfortunate event that there is a significant increase in unexpected expenditures and/or drop in revenues, the City will have to carefully assess its financial condition and make adjustments in the second half of 2019, while evaluating if there is a need for additional reductions in 2020. This is particularly difficult because most City services are delivered through people and 75% of the General Fund Budget is attributed to salaries and benefits. Furthermore, 55% of expenditures are related to Police and Fire services. Therefore, if significant reductions are needed to restore structural balance to the budget, it will likely require very difficult decisions related to what level of service can be maintained over the long-term.

Future Growth Opportunities

While the possibility of revenue reductions is sobering, the City does have some very positive revenue enhancement possibilities projected for 2021, namely the recent lease of 16+ acres adjacent to I-5 for a shopping center development. In addition, the City has a strategic goal to proceed with an annexation plan along its borders in 2019, which when completed would add residential and commercial property to the City leading to some increases in property tax and sales tax increase as early as 2020.

Financial analysts report that the economy, which is in the longest recovery on record, is potentially vulnerable to a recession in 2020. Sales Tax represents 52.4% of the City's estimated revenues, making the City particularly vulnerable to economic fluctuations. In 2019, there will be very close monitoring of revenues and expenses, along with economic trends.

RESTRICTED FUNDS

The City's restricted funds, including the City's utility enterprise funds, are generally stable. The Enterprise funds, which are legally restricted funds for the operation of the City's utilities and the airport, include budgets for needed capital projects in the City's water, sewer, and airport divisions, primarily paid for by grants and state low interest loans. The Dedicated Street Fund, which is supported through a transfer from General Fund Sales tax revenues consistent with Council policy, continues to be used to fund the program for chip sealing and crack sealing of street and road miles within city limits. In addition, the City will continue to make street improvements made possible by the Transportation Benefit District, which is funded by a .02% increase in the sales tax approved by voters and went into effect in July 2017. Each fund is summarized in the pages that follow this budget memo and presented in detail in the body of the budget document.

ONGOING BUDGET CONSIDERATIONS

Fortunately, the City is addressing its current fiscal issues while the economy is still relatively stable.

However, there are some issues that will have significant budget impacts in the coming years, including

Budget Memo

the following concerns, which are also addressed in the City's Strategic Plan:

Facility Maintenance: Ongoing maintenance and repair or replacement of the City's aging buildings and facilities, particularly the Fire Station, has and will continue to require investment of very limited

General fund resources.

Vehicle Replacement: Many of the vehicles used by General Fund activities, particularly Parks and Facilities are more than a decade old, some are nearly 30 years old, and in need of replacement. While Police patrol cars are on a regular replacement schedule, an annual appropriation is still needed and could be compromised if expenses continue to increase faster than revenues.

Retirements: Planning for the tangible and intangible costs associated with the anticipated retirement of more than a third of the City's workforce in the next decade in recognition that 35% of the City's workforce is currently over 55. This includes payments that may be due to long-time employees at the time of retirement; as well as the costs to attract, train, and retain a new generation of workers, particularly those in the fields requiring special licenses, such as public works.

911 Dispatch: The City is continuing to explore options for improving the delivery of 911 Dispatch services in cooperation with the City of Centralia and the Riverside Fire Authority (RFA), as well as Lewis County which is the current provider. The costs associated with 911 will increase in the years to come, regardless of the options chosen due to the technology and infrastructure demands associated with making any changes.

Recreation Park: Construction of improvements planned for Recreation Park will be dependent on grant awards, which should be secured in 2019 based on preliminary rankings. A funding plan for the amount not provided through grants and donations will likely be needed in 2019.

These issues and others will be discussed during the City's next strategic planning session scheduled for March 28, 2019. The semi-annual working sessions will provide the City Council and management team an opportunity to review the plan and work together to establish six month objectives.

CLOSING COMMENTS

The budget challenges identified in 2019 are very concerning and I will remain vigilant, along with the staff, in monitoring expenditures and revenue trends. As always, financial reports will be made throughout the year to provide the City Council information, as well as an opportunity to provide policy direction as needed. I appreciate the City Council's commitment to maintaining the current level of service in response to community expectations, while considering opportunities to reduce costs and achieve revenue stability with a fiscally responsible approach.

I am honored to serve you, the staff, and the community as your City Manager. Your continued support as we move through the 2019 Budget process and beyond is truly appreciated. While the challenges before us are significant, I look forward to working with you to identify solutions that will serve our community now and in the years to come.

Sincerely,

Jill Anderson
City Manager

Budget Memo

SUMMARIES OF THE GENERAL FUND AND RESTRICTED FUNDS

General Fund (Fund 001)

The General Fund budget is \$10,019,670. The budget is balanced with a total revenue projection of \$9,822,242 and use of \$197,428 General Fund reserves (beginning cash).

Revenues: It is projected that overall General Fund revenues will be up by \$492,390 or 5.3% from 2018. Total tax revenues make up 87.2% of the General Fund revenues.

Sales tax is the largest revenue source for the City and makes up 52.4% of the 2019 General Fund revenues. The sales tax is projected to increase 8.2% over the estimated in the amended 2018 budget and 1.9% over the 2018 estimated year-end totals. The 1.9% estimate is based on the last ten-year average inflation rate. In 2017 and 2018, sales tax was bolstered by significant construction spending, primarily related to the building of two new elementary schools, one of which has been completed and another that will be completed in April 2019.

At this time, it does not appear that any large-scale construction will begin in 2019, so sales tax growth is projected to level off in the coming year. Sales tax revenues from aggregated construction groups for the last 12 months (September 2017 to August 2018) was \$520,826. Typically, sales tax revenues from construction activities are considered one-time in nature and are recommended to be excluded from future revenue projections unless other economic or financial data can support the continues growth. However, the sales tax revenue projection in the proposed budget is not adjusted for possible sales tax revenue reduction from construction activities.

Sales tax is closely tied to the economy which is cyclical in nature, with a downturn in the economy approximately every 10 years. The great recession occurred in 2007 to 2009, which suggests that there may be another downturn in the next 18 months (in 2020). Therefore, sales tax trends will be monitored closely.

Property tax is the second largest revenue source for the City and makes up about 17.9% of the 2019 General Fund revenues. During the October 22, 2018 City Council meeting, the City Council approved use of 25% of banked property tax capacity plus 1% maximum allowed tax levy increase in preparation of the 2019 Proposed Budget.

Property tax revenue is projected at \$1,761,623, is up by \$122,403 or 7.5% from the 2018 amended budget. The proposed budget includes property tax increase from the proposed use of banked property tax capacity of \$81,719.30, 1% maximum allowed increase of \$21,067.08, and tax levy for new construction \$16,434.43, and an estimated tax increase for state-assessed utilities \$1,000.

The following table shows the tax amount and percentage increase from 2018 actual tax levy from use of banked capacity and 1% allowed increase, as well as an estimated tax increase amount for property owners, which would be \$14.22 a year for every *hundred thousand* of assessed property value.

| Tax Levy | 2018 Actual Levy | Use of Banked Capacity | 1% Maximum Allowed Increase | Total Amount Increase from 2018 Levy* | Percent Increase from 2018 | Tax increase for Property with \$100,000 Assessed Value |
|--------------|------------------------|------------------------|-----------------------------|---------------------------------------|----------------------------|---|
| General Levy | \$ 1,465,305.68 | \$ 79,866.24 | \$ 17,847.71 | \$ 97,713.95 | 6.669% | \$ 13.52 |
| EMS Levy | \$ 314,525.02 | \$ 1,853.06 | \$ 3,219.37 | \$ 5,072.43 | 1.613% | \$ 0.70 |
| Total | \$ 1,779,830.70 | \$ 81,719.30 | \$ 21,067.08 | \$ 102,786.38 | 5.775% | \$ 14.22 |

* Does not include current year add-ons such as tax levy for new construction and changes for state-assessed properties.

Budget Memo

Utility tax is the third largest revenue source used to fund municipal services. Utility tax revenue is projected at \$1,613,990, which is a \$63,930 or 3.8% decrease from the estimated 2018 amended budget. Cable utility

tax revenue projection shows \$45,413 decrease from 2018 budget. It is assumed that this is related to the decreasing number of cable customers over the recent years.

Other revenues are expected to remain relatively stable.

Expenditures: The proposed budget projects expenditures of \$10,019,670, which is 1.7% less than in 2018. The combined budgets of the Police and Fire Departments represent 55% of General Fund expenditures in 2019, which reflects the high priority of keeping residents and visitors in Chehalis safe.

Municipal services are delivered primarily through people, which is the largest ongoing cost to the General Fund. Salaries and benefits make up almost 75% of General Fund expenditures. The proposed expenditures reflect increases for health insurance premiums and salary and wage increases for all employees, including non-represented employees, consistent with contracts, collective bargaining agreements, and policy direction.

The proposed budget includes one-time facility improvements of \$88,000 to continue to address deferred maintenance to City facilities and \$50,000 for repairs to water damage inside the library.

Ending Fund Balance: The projected ending fund balance, also referred to as fund reserve, is estimated to be 7.9% of revenues at the end of 2019. This does not meet the City Council policy of maintaining a 10% reserve. Reserve funds are necessary to address unforeseen expenses, including equipment and facility repairs, as well as emergencies.

SUMMARIES OF RESTRICTED FUNDS

Dedicated Street Fund (Fund 003)

Consistent with a policy of the City Council, an allocation of 4% of the City's sales tax revenue is transferred to this fund to be used and accumulated for needed City street repairs and improvements. For 2019, it is anticipated that there will be a transfer in of \$198,808 from the General Fund, with expenditures of \$172,520.

Building Abatement Fund (Fund 004)

The Building Abatement Fund was established by the City Council in 2017 for the purpose of removing hazards to public health and safety and potentially address aesthetic concerns related to abandoned buildings in our community. Total of \$100,000 was transferred from the General Fund through the end of 2018. However, the 2019 budget includes a \$80,000 transfer back to the General Fund as a one-time fix to help reduce the gap between revenue projections and increasing costs estimated for 2019. The estimated fund balance at the end of 2019 is \$20,439.

Arterial Street Fund (Fund 103)

The Arterial Street Fund is a special revenue fund that accounts for the state distributed motor vehicle fuel tax (MVFT) that is restricted to be used for city street purposes. The MVFT distribution is based on population. The MVFT is the only revenue source for this fund. The City uses this fund primarily for the "oiling and chip sealing" program for our city streets. The 2019 revenue is projected at \$165,504, which is \$17,004 or 11.5% increase from the 2018 budget.

Budget Memo

Transportation Benefit District Fund (Fund 103)

On February 14, 2017, the voters of Chehalis approved a .02% increase to the sales tax to fund the Transportation Benefit District. The increase went into effect in July 2017. The use of these funds is restricted by law and must be used for specific transportation projects contained in the City's transportation plan. Improvements can range from roads and transit service to sidewalks and transportation demand management. Projects may also include the operation, preservation, and maintenance of these facilities or programs.

2019 revenue is estimated at \$992,518 which is a \$141,918 or 16.7% increase from the 2018 estimated budget. Total project costs budgeted in 2019 is \$1,175,000 The estimated fund balance at the end of 2019 is \$528,173.

Tourism Fund (Fund 107)

The Lodging Tax Advisory Committee (LTAC) requested funding for organizations that advertise and promote tourism in the City and "put heads in beds". The sole revenue source (except for interest earnings on the fund balance) for this fund is the local Hotel/Motel sales tax and special local Hotel/Motel tax. 2019 revenue is projected at \$225,985, which is a \$7,815 or 3.3% below the 2018 budget. The Council approved the 2019 recommendations of the LTAC on October 22, 2018. The 2019 approved expenditures are \$305,435, including \$82,000 for the replacement of the pool liner at the Gail and Carolyn Shaw Aquatics Center located at Recreation Park, which is a critical component of the City's work to promote tourism. LTAC reserves will be used to fund the difference between the proposed revenues and expenditures, per the recommendation of the LTAC. The estimated fund balance at the end of 2019 is \$150,001.

Compensated Absences Reserve Fund (Fund 110)

The Compensated Absences Reserve Fund was established in 1985 for the purpose of setting aside funds to be used for compensation of employees for cash outs for unused accrued leaves, approved disability leaves, approved unemployment benefits, and authorized severance pay. During the great recession of 2007-2009 and the subsequent long recovery, all funds had been expended. During 2018, the Council approved a transfer of \$92,868 to this fund from the General Fund. There are no specific funding plans proposed in 2019. Ideally, an amount of money would be set aside every year to more effectively manage the one-time

payments for retiring General Fund employees and potential unemployment benefit liabilities. No revenues or expenditures are proposed in the 2019 budget.

Community and Housing Development Block Grant Funds (Funds 195 and 197)

These funds have been largely depleted. We estimate that the ending fund balance for the CDBG and HUD Grant funds at the end of 2019 will be \$21 and \$71,436 respectively. There are no plans to spend the remaining balances in 2019; however, the Council Budget Committee would like to explore how the City might best use these funds in the future consistent with any legal restriction on their use.

G.O. Bond - Debt Service Fund (Fund 200)

The Debt Service Fund was created to record the payments on the 2011 General Obligation Bonds. For 2019 total debt service expenditures are \$99,563. Transfers in from the General Fund and the two REET funds are allocated to this fund to cover the expenditures.

Public Facilities Reserve Fund (Fund 301)

The Public Facilities Reserve Fund was established many years ago to set aside money over time to

Budget Memo

prepare for significant maintenance, repairs and renovation of the City's buildings, which are used to provide public services to our community. However, during the great recession of 2007-2009, and the subsequent long recovery, money was not set aside in this fund for future public facilities improvements due to a lack of funds. The LTAC approved a \$82,000 of the LTAC fund be transferred into this fund in 2019 for the pool liner replacement project at Gail and Carolyn Shaw Aquatics Center. Other than \$3,780 estimated investment earnings and the \$82,000 transfer from the General Fund, no other funding is included in the proposed budget. The estimated fund balance at the end of 2019 is \$178,329, which will be used for the repairs at the Library, Fire Station, and the pool.

Automotive/Equipment Reserve Fund (Fund 302)

This fund was established for the purpose of setting aside money on a regular basis to be able to replace the City's vehicles and equipment as needed. However, after the recession of 2007-2009, and the subsequent long recovery, all funds had been expended. During 2018, the City Council approved \$92,868 be transferred into this fund from the General Fund. The estimated fund balance at the end of 2019 is \$93,331.

The 2019 proposed budget includes \$81,780 expenditures to purchase three vehicles: one police patrol car (\$39,780); a one-ton brush fire truck \$30,000 to reduce potential damage to the other fire engines which are not designed for off-street terrain; and a used vehicle for the recreation department employees (\$12,000) required for insurance purposes. The estimated fund balance at the end of 2019 is \$11,781.

First and Second Quarter Percent REET Funds (Funds 305 and 306)

The First and Second Quarter Percent Real Estate Excise Tax (REET) Funds were established in accordance with state requirements to account for real estate excise taxes which have specific criteria for usage. For 2019, it is proposed that some REET monies be transferred out to fund the debt service for the 2011 General Obligation Bonds, which was issued to fund the city hall acquisition cost.

The 2019 estimated revenues and expenditures for the First Quarter Percent REET fund are \$106,280 and \$40,821, respectively, with an estimated cash balance of \$89,401 at the end of 2019.

The 2019 estimated revenues and expenditures for the Second Quarter Percent REET fund are \$106,470 and \$33,851, respectively, with an estimated cash balance of \$104,817 at the end of 2019.

Garbage Fund (Fund 402)

This fund is used to account for the revenues and expenditures associated with the City's organic waste disposal site at Stan Hedwall park. For 2019, it is estimated that the revenues will be \$6,745 and expenditures will be \$7,252, with an ending fund balance of \$5,457.

Wastewater Fund (Fund 404)

Revenues for the Wastewater Fund are projected to be \$5,472,262 in 2019. Expenditures are projected to be \$5,750,639, including one-time expenditures of \$997,652 for capital outlays. The projected fund balance at the end of 2019 is \$4,561,754.

Water Fund (Fund 405)

Revenues for the Water Fund are projected to be \$2,885,647 in 2019. Expenditures are projected to be \$4,269,140, including one-time expenditures of \$1,599,805 for capital outlays. The projected fund balance at the end of 2019 is \$5,478,432.

Budget Memo

Storm & Surface Water Utility Fund (Fund 406)

The Storm & Surface Water Utility Fund provides planning, construction, operation and maintenance of the City's storm drainage system. The projected revenues are \$800,770 with planned expenditures of \$786,526,

including one-time expenditures of \$255,576 for capital outlays. The projected fund balance at the end of 2019 is \$971,373.

Airport Fund (Fund 407)

This fund is dedicated and restricted to the operation of the Chehalis-Centralia Airport. In 2019, the projected revenues are estimated to be \$4,423,173, including one-time FAA grant funding for the Taxiway Realignment project in the amount of \$2,644,795. Total expenditures are estimated at \$4,429,286, including one-time expenditures of \$2,939,678 for the Taxiway Realignment grant funded project as well as capital

equipment acquisition. The estimated fund balance at the end of 2019 is \$516,969.

Firemen's Pension Fund (Fund 611)

In 2019, the firemen's pension fund has an expenditure budget of \$78,500, with projected revenues of \$191,236 which includes a portion of the City's general property tax levy and fire insurance premium tax.

This fund is restricted to payments for medical and supplemental pension benefits to retirees who had pre-LEOFF service credits. LEOFF is the acronym for Law Enforcement Officers' and Fire Fighters' Retirement System. The projected fund balance at the end of 2019 is \$941,044.

City Agency Fund (Fund 633)

This fund was established to account for the funds received by the Municipal Court that are owed to a person or an agency. They are held in this fund until it can be determined what disbursements need to be made and to whom. The fund was first established when the City converted to the cash basis of accounting. For 2019, expenditures are offset by revenues, both of which are estimated to be \$360,000 with a projected fund balance of \$10,890 at the end of 2019.

#####

About Chehalis

Where is Chehalis?

The City of Chehalis is located in Lewis County, WA and has a population of just over 7,500. Chehalis is approximately 30 miles south of Olympia, the State's Capitol and 90 miles south of Seattle, Washington's largest city, providing residents the opportunity of living in a thriving small community, with easy access to amenities and services available in bigger cities. This prime location on the I-5 Corridor halfway between Seattle and Portland also makes Chehalis ideally situated for industrial, commercial, and residential growth.

Chehalis is a community where historic charm and character are preserved and cherished, while welcoming the future. Old Town is thriving with historic buildings have been reborn with charming boutiques and inviting eateries. The State Avenue Business District is home to a number of longstanding, locally-owned businesses, while our Westside Shopping District offers several name brand stores and family-friendly restaurants just off the I-5. From Chehalis, you can also easily access the beauty of the Pacific Northwest, including the Willapa Trail, the Mt St. Helens National Volcanic Monument, and Mount Rainier National Park.

City Government

Chehalis was incorporated on November 23, 1883 and operates under the laws of the State of Washington applicable to a non-charter code city with a Council-Manager form of government. The City Council serves as the legislative branch of city government. The seven Councilors, who select the Mayor from among themselves, are the City's only elected officials. Together they develop the goals and policies necessary to identify the municipal services and the projects needed move the City toward the vision of the community's future within the limited budgetary resources available. The Council appoints a City Manager who is responsible for implementing the City Council's policy direction and manage the daily operations of the municipal organization consistent with the City Council's direction.

The City is a general purpose government that provides police and fire services, parks and recreation activities, water supply, treatment and distribution, sewage collection and treatment, storm drainage infrastructure and maintenance, street infrastructure and maintenance, housing assistance, planning and zoning, building code enforcement, a municipal court, and general administrative services. The accounting and reporting policies of the city conform to generally accepted accounting principles for local government.

Chehalis History

Originally founded as Saundersville in 1852, it wasn't until 1870 that the name was changed to Chehalis, an Indian word meaning "shifting and shining sand." Two years later, in 1872, Chehalis became the Lewis County seat and was incorporated on November 23, 1883. Our rich history is reflected in the design and architecture of both residential and commercial areas, with three historic districts that are recognized on the National Register of Historic Places. Exploring the 40+ historic buildings Downtown is easy with the Historic Downtown Chehalis Walking Tour booklet, which features facts and stories that bring history to life.

Living in Chehalis

Living in Chehalis provides an opportunity to appreciate the best of history while investing in the future. With an outstanding school district, the next generation is being prepared to make the City even better in the years to come. The Chehalis Foundation and the Chehalis Community Renaissance Team are also actively supporting efforts to make Chehalis even better in the future.

Started in 2009, the City's Community Renaissance Team has completed numerous successful

About Chehalis

projects, including remodel of downtown public restrooms; wayfinding signs and pedestrian kiosks;

improvement and expansion of holiday decorations; and downtown beautification. With the help of generous donors and dedicated volunteers, the CCRT the team is currently administering a successful façade grant improvement program, providing downtown banners; and working with the Port of Chehalis to operate a coworking space in downtown Chehalis.

Looking for unique activities and events? Chehalis is a great place for family fun. In Chehalis, you can step aboard the Chehalis-Centralia Railroad & Museum's beautifully restored 1916 steam locomotive for a scenic ride through the winding Chehalis River valley. There is also a Civil War re-enactment where hundreds of living historians take to the field in battle and provide demonstrations about what life was like in military and civilian camps. ChehalisFest provides fun for the entire family every summer along with visits to the City's Aquatics Center at beautiful Recreation Park. When the weather turns cooler, downtown shopping and the annual Santa Parade brings Holiday fun for everyone.

For more information about the City of Chehalis, please visit us at ci.chehalis.wa.us or call us at (360) 345-1042. We would love to share more about our community.

Strategic Plan

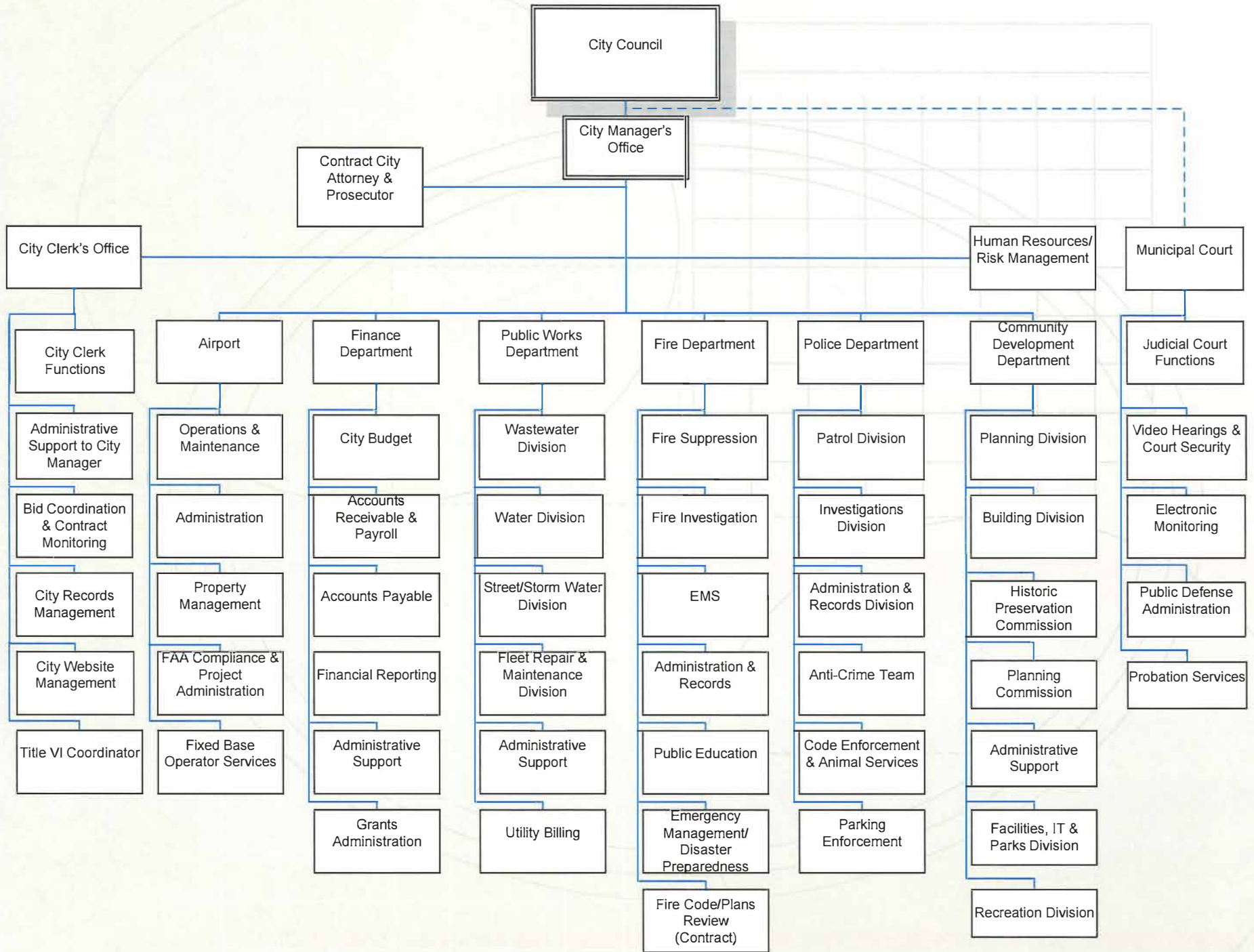
Mission Statement

While honoring the past and preparing for the future,
the City of Chehalis provides municipal services
and programs for the benefit of
residents, businesses, and visitors in our community.

Three Year Goals 2018-2020

- ◆ ***Maintain*** and enhance financial stability
- ◆ ***Enhance*** and modernize technology
- ◆ ***Increase*** and optimize staffing levels
- ◆ ***Improve*** and maintain the infrastructure
- ◆ ***Enhance*** and maintain facilities

(Recreation Park, Dispatch Center, and Fire Station)



BUDGET PROCEDURE

SCOPE OF BUDGET

Annual appropriated budgets are adopted for all governmental fund types, capital projects, and for all proprietary funds on the cash basis of accounting.

Annual appropriated budgets are adopted at the level of the fund; revenue and expenditure ledgers are used to compare the budgeted amounts with actual revenues and expenditures. As a management control device, the subsidiary ledgers monitor expenditures for individual functions and activities by object class.

Appropriations for general and special revenue funds lapse at year-end, except for appropriations for capital projects, which are typically carried forward from year to year until fully expended or until the purpose of the appropriation has been accomplished or abandoned.

PROCEDURES FOR ADOPTING THE ORIGINAL BUDGET

The city's budget procedures are mandated by RCW 35A.33. The steps in the budget process are typically as follows:

- A. The city council has a work session in July to review the mid-year current budget status and provide guidelines for the next year's budget preparation. Public input is encouraged.
- B. Department budget requests for the next year are submitted in August, with mission statements, service highlights, goals and objectives, and service and performance measures. These requests are reviewed by the city manager and finance director.
- C. The recommended budget is balanced by the end of September and the document is assembled and distributed by the end of October.
- D. The council reviews the recommended budget in work sessions and regular meetings beginning in late October or early November. A formal public hearing on the budget is also held during this process.
- E. The council makes adjustments to the recommended budget and adopts, by ordinance, a final balanced budget by December 31.
- F. Within 30 days of adoption, the final budget document is made available to the public.

AMENDING THE BUDGET

The city manager is authorized to transfer budgeted amounts between departments within any fund and between object classes within departments. Traditionally, city council approval is sought prior to any new financial commitment that requires the use of budgeted reserve accounts. Any revisions that alter the total expenditures of a fund, or that affect the number of authorized employee positions, salary ranges, hours, or other conditions of

employment must be approved by the city council.

When the city council determines that it is in the best interest of the city to increase or decrease appropriations for a particular fund, it may do so by ordinance. Budgetary amendments usually are not material in relation to original appropriations. They are usually made during the middle and near the end of a fiscal year.

ORDINANCE NO. 995-B

**AN ORDINANCE OF THE CITY OF CHEHALIS,
WASHINGTON, ADOPTING THE BUDGET OF THE CITY OF
CHEHALIS FOR THE YEAR 2019 AND PROVIDING FOR THE
EFFECTIVE DATE HEREOF.**

**THE CITY COUNCIL OF THE CITY OF CHEHALIS, WASHINGTON, DO ORDAIN AS
FOLLOWS:**

Section 1. Attached hereto and identified as Exhibit “A,” in summary form, are the total of estimated revenues and appropriations for each separate fund and the aggregate totals for all such funds combined for the budget of the City for 2019, and by this reference said Exhibit “A,” showing a total estimated ending fund balance of \$14,754,464 is incorporated herein as if set forth in full and the same is hereby adopted in full.

Section 2. This ordinance is a legislative act delegated by statute to the City Council of the City of Chehalis, is not subject to referendum and shall take effect the ____ day of _____, 2017.

PASSED by the City Council of the City of Chehalis, Washington, and **APPROVED** by its Mayor, at a regularly scheduled open public meeting thereof this ____ day of _____, 2018, on first reading.

Mayor

Attest:

City Clerk

Approved as to form and content:

City Attorney

**Ordinance 995-B
Exhibit "A"
2019 BUDGET SUMMARY - ALL FUNDS**

| FUND NO. | FUND NAME | ESTIMATED BEGINNING CASH | REVENUES | TRANSFERS IN | EXPENDITURES | TRANSFERS OUT | ESTIMATED ENDING CASH | CASH BALANCE CHANGE FROM BEGINNING TO ENDING | % CHANGE |
|---------------|--|--------------------------|----------------------|-------------------|----------------------|-------------------|-----------------------|--|---------------|
| 001 | General Fund | \$ 969,625 | \$ 9,742,242 | \$ 80,000 | \$ 9,794,971 | \$ 224,699 | \$ 772,197 | \$ (197,428) | -20.4% |
| 003 | Dedicated Street Fund | 122,027 | 710 | 198,808 | 172,520 | - | 149,025 | 26,998 | 22.1% |
| 004 | Building Abatement Fund | 100,109 | 330 | - | - | 80,000 | 20,439 | (79,670) | -79.6% |
| 102 | Arterial Street Fund | 102,565 | 165,504 | - | 170,218 | - | 97,851 | (4,714) | -4.6% |
| 103 | Transportation Benefit District Fund | 710,655 | 992,518 | - | 1,175,000 | - | 528,173 | (182,482) | -25.7% |
| 107 | Tourism Fund | 229,451 | 225,985 | - | 223,435 | 82,000 | 150,001 | (79,450) | -34.6% |
| 110 | Compensated Absences Reserve Fund | 92,868 | 1,850 | - | - | - | 94,718 | 1,850 | 2.0% |
| 195 | Community Development Block Grant Fund | 21 | - | 1,000 | 1,000 | - | 21 | - | 0.0% |
| 197 | HUD Block Grant Fund | 71,043 | 1,420 | - | 1,000 | - | 71,463 | 420 | 0.6% |
| 200 | 2011 General Obligation Bond Fund | - | - | 99,563 | 99,563 | - | - | - | 0.0% |
| 301 | Public Facilities Reserve Fund | 189,273 | 3,780 | 82,000 | 96,724 | - | 178,329 | (10,944) | -5.8% |
| 302 | Automotive/Equipment Reserve Fund | 93,331 | 230 | - | 81,780 | - | 11,781 | (81,550) | -87.4% |
| 305 | First Quarter REET Fund | 23,942 | 106,280 | - | - | 40,821 | 89,401 | 65,459 | 273.4% |
| 306 | Second Quarter REET Fund | 32,198 | 106,470 | - | - | 33,851 | 104,817 | 72,619 | 225.5% |
| 402 | Garbage Fund | 5,964 | 6,745 | - | 7,252 | - | 5,457 | (507) | -8.5% |
| 404 | Wastewater Fund | 4,840,131 | 5,472,262 | - | 5,750,639 | - | 4,561,754 | (278,377) | -5.8% |
| 405 | Water Fund | 6,861,925 | 2,885,647 | - | 4,269,140 | - | 5,478,432 | (1,383,493) | -20.2% |
| 406 | Storm and Surface Water Fund | 957,458 | 800,770 | - | 786,526 | - | 971,702 | 14,244 | 1.5% |
| 407 | Airport Fund | 523,082 | 4,423,173 | - | 4,429,286 | - | 516,969 | (6,113) | -1.2% |
| 611 | Firemen's Pension Fund | 828,308 | 191,236 | - | 78,500 | - | 941,044 | 112,736 | 13.6% |
| 633* | Agency Fund | 10,890 | 360,000 | - | 360,000 | - | 10,890 | - | 0.0% |
| TOTALS | | \$ 16,764,866 | \$ 25,487,152 | \$ 461,371 | \$ 27,497,554 | \$ 461,371 | \$ 14,754,464 | \$ (2,010,402) | -12.0% |

*Fund 633 is an Agency Fund which the city holds funds as a custodian for a period of time. This money does not belong to the City.

2019 REVENUE BUDGET SUMMARY - ALL FUNDS

| FUND NO. | FUND NAME | ESTIMATED BEGINNING CASH | REVENUES | TRANSFER IN | TRANSFER TYPE | TOTAL REVENUES | 2019 TOTAL APPROPRIATION |
|---------------|--|--------------------------|----------------------|-------------------|---------------|----------------------|--------------------------|
| 001 | General Fund | \$ 969,625 | \$ 9,742,242 | \$ 80,000 | 1 | \$ 9,822,242 | \$ 10,791,867 |
| 003 | Dedicated Street Fund | 122,027 | 710 | 198,808 | 1, 2 | 199,518 | 321,545 |
| 004 | Building Abatement Fund | 100,109 | 330 | - | | 330 | 100,439 |
| 102 | Arterial Street Fund | 102,565 | 165,504 | | | 165,504 | 268,069 |
| 103 | Transportation Benefit District Fund | 710,655 | 992,518 | | | 992,518 | 1,703,173 |
| 107 | Tourism Fund | 229,451 | 225,985 | | | 225,985 | 455,436 |
| 110 | Compensated Absences Reserve Fund | 92,868 | 1,850 | | | 1,850 | 94,718 |
| 195 | Community Development Block Grant Fund | 21 | - | 1,000 | 1 | 1,000 | 1,021 |
| 197 | HUD Block Grant Fund | 71,043 | 1,420 | | | 1,420 | 72,463 |
| 200 | 2011 General Obligation Bond Fund | - | - | 99,563 | 2 | 99,563 | 99,563 |
| 301 | Public Facilities Reserve Fund | 189,273 | 3,780 | 82,000 | 3 | 85,780 | 275,053 |
| 302 | Automotive/Equipment Reserve Fund | 93,331 | 230 | | | 230 | 93,561 |
| 305 | First Quarter REET Fund | 23,942 | 106,280 | | | 106,280 | 130,222 |
| 306 | Second Quarter REET Fund | 32,198 | 106,470 | | | 106,470 | 138,668 |
| 402 | Garbage Fund | 5,964 | 6,745 | | | 6,745 | 12,709 |
| 404 | Wastewater Fund | 4,840,131 | 5,472,262 | | | 5,472,262 | 10,312,393 |
| 405 | Water Fund | 6,861,925 | 2,885,647 | | | 2,885,647 | 9,747,572 |
| 406 | Storm and Surface Water Fund | 957,458 | 800,770 | | | 800,770 | 1,758,228 |
| 407 | Airport Fund | 523,082 | 4,423,173 | | | 4,423,173 | 4,946,255 |
| 611 | Firemen's Pension Fund | 828,308 | 191,236 | | | 191,236 | 1,019,544 |
| 633* | Agency Fund | 10,890 | 360,000 | | | 360,000 | 370,890 |
| TOTALS | | \$ 16,764,866 | \$ 25,487,152 | \$ 461,371 | | \$ 25,948,523 | \$ 42,713,389 |

Transfer Types: 1=Operating, 2=Debt Service, 3=Capital, Equity or Reserves

*Fund 633 is an Agency Fund which the city holds funds as a custodian for a period of time. This money does not belong to the City.

2019 EXPENDITURE BUDGET SUMMARY - ALL FUNDS

| FUND NO. | FUND NAME | DEBT | | | | TRANSFER OUT | TRANSFER TYPE | TOTAL EXPENDITURES | ESTIMATED ENDING CASH | 2019 TOTAL APPROPRIATION |
|---------------|--|----------------------|---------------------|---------------------|-----------------|-------------------|---------------|----------------------|-----------------------|--------------------------|
| | | OPERATING PURPOSE | SERVICE PURPOSE | CAPITAL PURPOSE | RESERVE PURPOSE | | | | | |
| 001 | General Fund | \$ 9,674,339 | \$ 114,432 | \$ 6,200 | \$ - | \$ 224,699 | 1, 2 | \$ 10,019,670 | \$ 772,197 | \$ 10,791,867 |
| 003 | Dedicated Street Fund | 129,000 | 28,520 | 15,000 | | | | 172,520 | 149,025 | 321,545 |
| 004 | Building Abatement Fund | - | | | | 80,000 | 1 | 80,000 | 20,439 | 100,439 |
| 102 | Arterial Street Fund | 170,218 | | | | | | 170,218 | 97,851 | 268,069 |
| 103 | Transportation Benefit District Fund | | | 1,175,000 | | | | 1,175,000 | 528,173 | 1,703,173 |
| 107 | Tourism Fund | 223,435 | | | | 82,000 | 1 | 305,435 | 150,001 | 455,436 |
| 110 | Compensated Absences Reserve Fund | | | | | | | - | 94,718 | 94,718 |
| 195 | Community Development Block Grant Fund | 1,000 | | | | | | 1,000 | 21 | 1,021 |
| 197 | HUD Block Grant Fund | 1,000 | | | | | | 1,000 | 71,463 | 72,463 |
| 200 | 2011 General Obligation Bond Fund | | 99,563 | | | | | 99,563 | - | 99,563 |
| 301 | Public Facilities Reserve Fund | | | 96,724 | | | | 96,724 | 178,329 | 275,053 |
| 302 | Automotive/Equipment Reserve Fund | | | 81,780 | | | | 81,780 | 11,781 | 93,561 |
| 305 | First Quarter REET Fund | | | | | 40,821 | 2 | 40,821 | 89,401 | 130,222 |
| 306 | Second Quarter REET Fund | | | | | 33,851 | 2 | 33,851 | 104,817 | 138,668 |
| 402 | Garbage Fund | 7,252 | | | | | | 7,252 | 5,457 | 12,709 |
| 404 | Wastewater Fund | 3,041,684 | 1,880,055 | 828,900 | | | | 5,750,639 | 4,561,754 | 10,312,393 |
| 405 | Water Fund | 2,484,378 | 321,662 | 1,463,100 | | | | 4,269,140 | 5,478,432 | 9,747,572 |
| 406 | Storm and Surface Water Fund | 545,726 | | 240,800 | | | | 786,526 | 971,702 | 1,758,228 |
| 407 | Airport Fund | 1,356,136 | 99,472 | 2,973,678 | | | | 4,429,286 | 516,969 | 4,946,255 |
| 611 | Firemen's Pension Fund | 78,500 | | | | | | 78,500 | 941,044 | 1,019,544 |
| 633* | Agency Fund | 360,000 | | | | | | 360,000 | 10,890 | 370,890 |
| TOTALS | | \$ 18,072,668 | \$ 2,543,704 | \$ 6,881,182 | \$ - | \$ 461,371 | | \$ 27,958,925 | \$ 14,754,464 | \$ 42,713,389 |

Transfer Types: 1=Operating, 2=Debt Service, 3=Capital, Equity or Reserves

*Fund 633 is an Agency Fund which the city holds funds as a custodian for a period of time. This money does not belong to the City.

BASIS OF ACCOUNTING/BUDGETING

BASIS OF PRESENTATION - FUND ACCOUNTING

The accounts of the City are organized on the basis of funds, each of which is considered a separate accounting entity. Each fund has a specific role and responsibility. Each fund is accounted for with a separate set of single-entry accounts that comprises its cash, investments, revenues and expenditures, as appropriate. Revenues and expenditures within each fund are closely monitored to ensure accuracy, accountability, and efficiency. The City's resources are allocated to and accounted for in individual funds depending on their intended purpose. The following are the fund types used by the City of Chehalis:

GOVERNMENTAL FUND TYPES:

Governmental funds are used to account for activities typically associated with state and local government operations. There are four governmental fund types used by the City of Chehalis:

General Fund

This fund is the primary operating fund of the City of Chehalis. It accounts for all financial resources except those required or elected to be accounted for in another fund and is generally considered to represent the ordinary operations of the City. In addition to the regular General Fund, the City has established sub-funds per Council direction to set aside and account for specific activities. They include the Building Abatement Fund, Dedicated Street Fund, and Compensated Absences Fund. The General Fund covers Police, Fire, Administration, Planning and Building Development, Finance, Legal, and Legislative Services. Major revenue sources include property, sales, and utility taxes and licenses and permit fees, and state shared revenues.

Special Revenue Funds

These funds account for proceeds of specific revenues that are legally restricted or designated to finance particular activities of the City, other than debt service or capital projects. Other restricted resources are accounted for in debt service, trust, and capital projects.

Special Revenue Funds include Arterial Street, Tourism, 1982-90 CDBG, HUD Block Grant, Transportation Benefit District (TBD) funds. Gas taxes are collected into the Arterial Street Fund and must be used for the maintenance of our city roads and streets. The Tourism Fund accounts for Hotel/Motel taxes. The use of the TBD revenue is restricted by law and must be used for specific transportation projects contained in the City's transportation plan. Improvements can range from roads and transit service to sidewalks and transportation demand management. Projects may also include the operation, preservation, and maintenance of these facilities or programs.

Debt Service Funds

These funds are used to account for the accumulation of resources for, and payment of general long-term debt principal and interest from governmental resources. Payment for general obligation bonds is backed by full faith and credit of the City. Typically, primary source of revenue to these fund is from property tax. The 2011 General Obligation Bonds Fund is the only debt service fund currently used in the City. A portion of the general fund revenues and a portion of the revenues received in the two REET funds are used for the City's 2011 G.O. debt service payment.

Capital Project Fund

These funds account for financial resources which are designated for the acquisition or construction of general government capital projects. Proprietary fund resources are directly expensed from the individual fund. Capital project funds include the Public Facilities Reserve, Automotive/Equipment Reserve, First Quarter Percent REET, and Second Quarter Percent REET funds. The revenues received into the Real Estate Excise Taxes (REET) funds are restricted by law to be used to finance particular general capital improvement projects.

PROPRIETARY FUND TYPES:

Proprietary Funds are used to account for services to the general public where all or most of the costs, including depreciation, are to be financed or recovered from users of such services. There are two generic fund types in this category: Enterprise Funds and Internal Services Fund. The City does not have internal services fund currently.

Enterprise Funds

These funds account for operations that provide goods or services to the general public and are supported primarily by user charges similar to private business enterprises. Enterprise funds include the Garbage, Water Utility, Wastewater Utility, Storm & Surface Water Utility, and Airport funds.

FIDUCIARY FUND TYPES:

Fiduciary funds account for assets held by the City on behalf of other individuals, other governments, and other funds. There are two fund types in this category: Pension Trust Fund and Agency Fund. Pension Trust funds account for the operation of a trust established for employee retirement benefits. Agency Funds account for funds held in an agency capacity for others by the City.

Firemen's Pension Fund

This fund is used to account for the accumulation of resources for pension benefit payments to qualified firefighters and their survivors.

Agency Fund

This fund is used to account for municipal court funds not belonging to the City.

BASIS OF ACCOUNTING

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. The City of Chehalis uses cash basis of accounting. Revenues are recognized only when cash is received, and expenditures are recognized when paid, including those properly chargeable against the report year budget appropriations as required by state law. Purchases of capital assets are expensed during the year of acquisition. There is no capitalization of capital assets, nor allocation of depreciation expense. Inventory is expensed when purchased.

Budgets and Budgetary Accounting

The City of Chehalis adopts an annual appropriated budget for 21 funds. These budgets are appropriated at the fund level. The budget constitutes the legal authority for expenditures at that level. Annual appropriations for these funds lapse at fiscal yearend. Annual appropriated budgets are adopted on the same basis of accounting as used for financial reporting. When Council

determines that it is in the best interest of the City to increase or decrease the appropriation for a particular fund, department, and object class, it may do so by ordinance approved by a simple majority.

Budgeted amounts are authorized to be transferred between departments within any fund/object classes within departments; however, any revisions that alter the total expenditures of a fund, or that affect the number of authorized employee positions, salary ranges, hours, or other conditions of employment must be approved by the City of Chehalis' legislative body. These values EXCLUDE estimated ending cash, they are for actual expenditures, capital uses/debt payments and transfers.

DESCRIPTION of CITY REVENUES

Revenue is the money that comes from taxes, fees and charges, and intergovernmental disbursements. The revenue collected is then used to provide a range of municipal services, including public safety, street maintenance, development services, parks and recreation and human services. The non-operating part of the budget accounts for principal and interest payments on outstanding debts, capital improvements, and reserves. Revenues in 2019 will continue to be reviewed throughout the year and will be adjusted accordingly.

Each of the funds detailed within the 2019 Budget have a specific purpose and responsibility. The funds act much like separate checking accounts maintained by family members. Each fund accounts for all revenues and all expenditures/expense transactions that occur throughout the year. This allows the City to accurately record revenues and authorize and monitor expenditures as to source and purpose for greater accountability and improved efficiency. This is critical because most of the City's funds are legally restricted to specific activities.

Most traditional local government functions, including legislative services; legal; administration; finance; police; fire; parks and recreation; planning and building inspections; facility maintenance; and street maintenance are budgeted within the General Fund.

Following is a list of many of the funding sources for the City. This list is not meant to be all-inclusive, but is meant to assist in understanding how and where much of the money comes from in the support of general services of the City.

TAXES

Property Tax – Regular and Emergency Medical Service (EMS) Levy

Property tax levies are typically used by local governments for operating and maintenance costs. They are not commonly used for capital improvements.

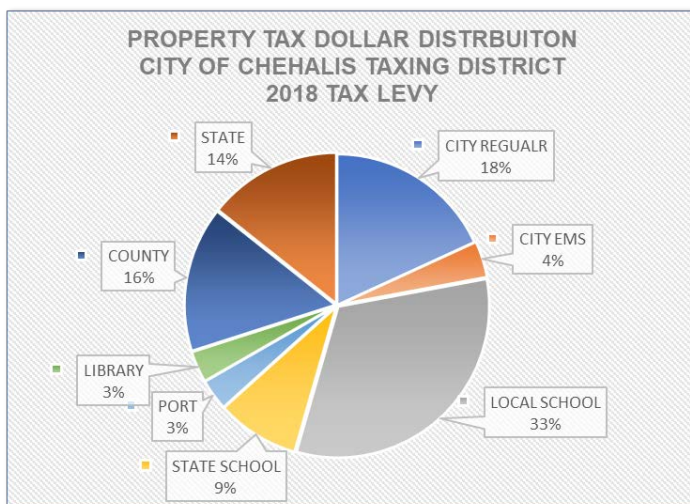
Property taxes are the second largest source of revenue in the General Fund for the City. All real and personal property (except where exempt by law) is assessed by the Lewis County Assessor at 100 percent of the property's true and fair market value. Every parcel in the county must be physically inspected and reappraised at least once every six years. Assessed values are adjusted each year based on market value changes. The county treasurer acts as an agent to collect property tax levied in the county for all taxing authorities, including Chehalis. Collections are distributed after the end of each month. Property tax revenues are recognized when cash is received by the City of Chehalis. Delinquent taxes are considered fully collectible because a lien affixes to the property after tax is levied.

Cities and counties with a population under 10,000 may not increase their total levy amount more than 1% annually, known as the "levy lid" (excluding levies for new construction or increases in state-assessed utility valuations) over the previous year's lawful levy amount. However, local governments can exceed the 1% levy lid if they have banked capacity available under RCW 84.55.092. If a jurisdiction did not take the maximum 1% increase in the past, it will have banked capacity available. The City of Chehalis did not take the maximum 1% increase for many years

and has a banked capacity of \$319,464.94 (21.80% of the 2018 actual levy) for the City's general levy and \$7,412.25 (or 2.36% of the 2018 actual levy) for the EMS levy going into 2019 tax levy year.

Local governments may also exceed the 1% levy lid for one or more years if they have not reached their statutory levy rate limit through a "levy lid lift". This option requires voter approval with a simple majority of votes. The maximum rate allowed by state law for cities is \$3.60 per \$1,000 assessed valuation (AV). An additional \$0.225 is allowed for a taxing district that has a Firemen's Pension Fund and is also in a library and/or fire district, for a total of \$3.825. The maximum allowable rate for Chehalis' regular levy is \$3.325 ($\$3.60 + \$0.225 - \$0.5 = \3.325) because the City has annexed to the Timberland Regional Library system and relinquished up to \$.50 of the \$3.60 maximum.

The new construction levy does not increase the overall tax rate paid by property owners. The annual tax impact on a property owner is usually different than the percent increase of the levy, since it depends on several factors such as changes in the assessed valuation of the property, growth in the City's overall assessed valuation, and levy increases by other taxing districts. While new growth and development will increase the City's property tax revenues, providing services to these areas will also increase operating and maintenance costs.



Although property taxes represent a major source of funding for City services, the portion of each property owner's total tax bill allocated to the City is relatively small.

Regular Levy: The 2019 estimated regular property tax levy by the City is \$2.182 per \$1,000 of assessed valuation. Of the \$2.182, \$0.225 is allocated by statute to the Firemen's Pension Fund. The remaining revenue generated by the regular tax levy is currently used for operations and maintenance.

EMS Levy: The state authorizes a rate up to \$0.50 per \$1,000 AV in property tax for emergency medical purposes. The citizens of Chehalis passed an emergency medical service ballot measure in 1989 to assess \$0.25 per \$1,000 AV for EMS equipment and supplies. In 1993, they again passed an additional \$0.25 per \$1,000 AV, and the use was broadened to include all emergency medical costs including staffing. The estimated 2019 EMS levy rate is \$0.44607 per \$1,000 AV.

The following schedule shows property tax receipts for the last ten years.

| USE | 2018 [^] | 2017 ¹ | 2016 | 2015 | 2014 | 2013 | 2012 ² | 2011 | 2010 | 2009 |
|-------------------|-------------------|-------------------|-------------|-------------|-------------|-------------|-------------------|-------------|-------------|-------------|
| General Fund | \$760,034 | \$1,317,799 | \$1,239,018 | \$1,247,319 | \$1,221,741 | \$1,205,330 | \$1,211,882 | \$1,193,144 | \$1,186,966 | \$1,143,117 |
| EMS Levy | 182,700 | 314,676 | 297,504 | 234,598 | 231,302 | 228,349 | 230,646 | 228,407 | 227,206 | 217,322 |
| Firemen's Pension | 91,982 | 143,492 | 134,426 | 134,353 | 130,733 | 129,107 | 133,322 | - | - | - |
| TOTAL | \$1,034,716 | \$1,775,967 | \$1,670,948 | \$1,616,270 | \$1,583,776 | \$1,562,786 | \$1,575,850 | \$1,421,551 | \$1,414,172 | \$1,360,439 |

[^] Tax Collected Year-to-date 10/19/2018

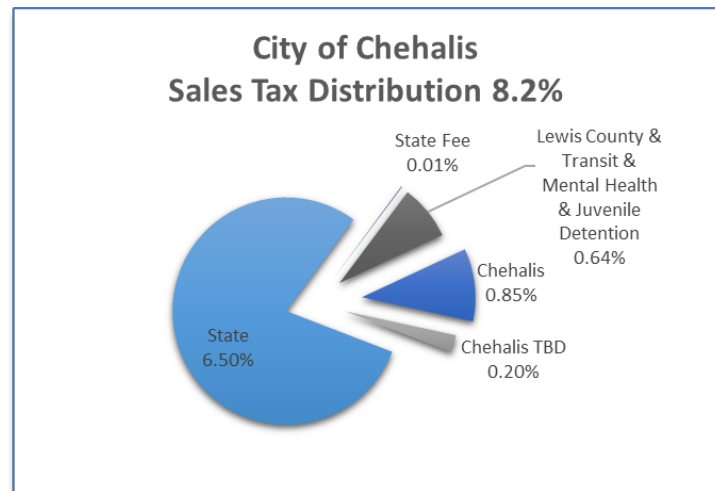
¹ Industrial Area Annexation

² Ordinance 884.B. 10.7% increase over 2011 regular levy amount

Retail Sales and Use Tax

Sales tax is levied on the sale of consumer goods (except most food products and services) and construction. The amount of revenue generated by sales tax fluctuates from year to year due to changes in the economy, buying habits of consumers, and the level of construction taking place in the City. Local governments may collect a tax on retail sales of up to 1.1 percent, of which 0.1 percent may be used only for criminal justice purposes.

The combined sales tax rate for Chehalis, WA is 8.2%. This is the total of state, county, city sales tax, and City of Chehalis Transportation Benefit District (TBD) rates. The Washington State sales tax rate is currently 6.5%, in addition the State deducts a 0.01% administration fee and Lewis County receives 0.64%. The City of Chehalis TBD receives 0.2%. The City's effective rate is 0.85 percent.



Utility Taxes

Utility taxes are levied on the gross operating revenues that public and private utilities earn from operations within the boundaries of the City. This applies to electric, natural gas, water, sewer, surface water, solid waste, cable TV, and telephone. Legislation passed in 1982 limits the tax rate on electric, gas, steam, and telephone utilities to six percent. There are no restrictions on the tax rates for water, sewer, surface water, and solid waste utilities.

In Chehalis, a six percent tax is collected on cable TV, electricity, natural gas, telephone, water, sanitary sewer, and garbage.

Real Estate Excise Tax (REET)

Real Estate Excise Tax is levied on all sales of real estate, measured by the full selling price, including the amount of any liens, mortgages, and other debts given to secure the purchase. The State levies this tax at the rate of 1.28 percent.

Cities are also authorized (RCW 82.46) to impose a local tax of 0.25 percent of the purchase price of real estate within the city limits. The Growth Management Act authorizes collection of another 0.25 percent. Both the first and second 0.25 percent are to be used solely for financing capital projects specified in the City's Capital Facilities Plan. Capital projects are defined as those public works projects of a local government for the planning, acquisition, construction, reconstruction, repair, replacement, rehabilitation, or improvement of streets, roads, highways, sidewalks, street

and road lighting systems, traffic signals, bridges, domestic water systems, storm and sanitary sewer systems, and parks. In addition, the first 0.25 percent may be used for acquisition of parks and recreation facilities. However, the acquisition of land for parks is not a permitted use of the second 0.25 percent funds.

The revenue source could be applied directly to a specific project or need in the Capital Facilities Plan, or it could be used for bond redemption.

Business & Occupation (B&O) Tax

RCW 35.11 authorizes cities to collect this tax on the gross or net income of businesses conducting business within the City limits, not to exceed a rate of 0.2 percent. Revenue may be used for capital facilities acquisition, construction, maintenance and operations. Voter approval is required to initiate the tax or increase the tax rate.

The City of Chehalis does not have this tax, so this revenue source is not available. Projected income if the City were to enact the maximum allowable rate of 0.2 percent of gross income would amount to approximately \$1 million dollars annually.

Hotel/Motel Tax

Hotel/Motel tax is levied upon charges made for the furnishing of lodging by a hotel, rooming house, tourist court, motel, trailer camp and other transient accommodations in the City. Most cities may impose a "basic" two percent tax under RCW 67.28.180 on all charges for furnishing lodging at hotels, motels, and similar establishments (including bed & breakfasts and RV parks) for a continuous period of less than one month. The tax is taken as a credit against the state sales tax, so that what a patron pays in retail sales tax and the hotel/motel tax combined is equal to the retail sales tax in the jurisdiction. It is collected and administered by the Washington State Department of Revenue. State law requires that these taxes be credited to a special fund with limitations on use, principally to generate tourism/convention activities that bring new visitors to our area, as prescribed by RCW 67.28.310. The City of Chehalis has created the Tourism Fund for this purpose. Cities with over 5,000 population, like Chehalis, are required to have a "Lodging Tax Advisory Committee" of at least five members appointed by the City Council.

LICENSES & PERMITS

Building Related Permits

This category consists primarily of revenue collected by the Planning & Building Department. Included in this category are building permits, plumbing permits, and mechanical permits. Fees imposed for permits are typically subject to a base charge determined by the type of permit, plus additional fees determined by either the dollar value or size (square foot or number of units) of the project.

Planning/Land Development Permits

Approvals for the use of property, including subdivisions, special use permits, and site plan reviews comprise this category of revenue and also includes civil plan review charges. Fees are typically set to reflect the relative cost to process the application, with permits that require a public hearing having higher fees due to the cost of the Hearing Examiner and public notices.

Business Licenses and Permits

This category includes the issuance of business licenses. The fee structure for business permits is typically an annual fee or one-time charge depending on the particular type of license or permit. The City of Chehalis also requires businesses with no physical presence in Chehalis that are doing business in the City (e.g. contractors) to obtain a business license through the State.

Franchise Fees

Franchise fees are charges levied on private utilities for the right to use city streets, alleys and other public properties. Cable TV franchise fees are governed by federal rather than state law and may be levied at a rate of five percent of gross revenues, regardless of the cost of managing the franchise process. The Federal Communication Commission ruled in 2002 that cable companies do not have to pay franchise fees on cable modem services.

INTERGOVERNMENTAL REVENUES

State Shared Revenues

The State of Washington shares some of the revenues it collects with counties, cities, and towns across the state. These revenues come from a variety of sources and are often distributed on a per capita basis, although some shared revenues are distributed according to other criteria. State shared revenues are distributed on either a monthly or quarterly basis, although not all quarterly revenues are distributed in the same month of the quarter.

| Estimated 2019 State Shared Revenues | | |
|---|-----------------|-------------------|
| | Per Capita | Est. 2019 |
| Share Revenues | Amount | Revenue |
| Liquor Profits | \$ 8.16 | \$ 61,322 |
| Liquor Tax | \$ 5.14 | \$ 38,627 |
| Criminal Justice - Population Based | \$ 0.33 | \$ 2,480 |
| Criminal Justice - Special Program | \$ 1.09 | \$ 8,191 |
| Gas Tax | \$ 20.72 | \$ 155,711 |
| Increased Gas Tax | \$ 1.21 | \$ 9,093 |
| Multi-Modal Distribution | \$ 1.38 | \$ 10,371 |
| Marijuana Excise Tax | \$ - | \$ - |
| Total | \$ 38.03 | \$ 285,795 |

The population figure used in the 2019 Budget is 7,515 as determined by the Office of Financial Management for Washington State as of April 1, 2018. This figure is important when determining distribution of state shared revenues on a per capita basis. The above table shows the amount of state shared revenues projected in the 2019 Budget.

Motor Vehicle Excise Tax

State shared revenues also include motor vehicle excise tax and local vehicle license fees. Revenues must be spent for “highway purposes”, including the construction, maintenance, and operation of city streets.

Liquor Excise Tax and Liquor Profits

In Washington State, liquor sales were controlled by a state-operated monopoly until Initiative 1183 passed in November 2011 which privatized the distribution and retail sale of liquor, effective June 1, 2012. The markups on liquor have been replaced as a state revenue source by license fees that are paid to the state by retailers and distributors. Liquor revenue is received by the cities from two sources - liquor excise taxes and liquor profits.

Liquor excise tax is imposed on liquor and wine sales. Two percent of the distribution must be used to support an approved alcoholism or drug addiction programs.

The Liquor and Cannabis Board (LCB), formerly known as the Liquor Control Board, collects revenue in the form of license fees from retailers and distributors under Initiative 1183. The LCB continues to call these funds "liquor profits" and will continue to distribute to cities and counties on a quarterly basis. Two percent of receipts must be distributed for the support of alcoholism or drug addiction programs, and 20.23% of distribution is restricted to use for public safety purposes.

Marijuana Excise Tax

The Legislature amended the state's marijuana regulatory and taxation system in 2013, providing for revenue sharing with cities and counties. The state distributes a portion of the marijuana excise taxes to the Liquor and Cannabis Board (LCB) and various state agencies and programs on a quarterly basis. The intent for the use of this fund in Initiative 502 are: to allow law enforcement resources to be focused on violent and property crimes, education, health care, research, substance abuse prevention, and drug enforcement activities. The 2019 budget includes an estimated revenue of \$24,100.

Criminal Justice Revenues

The Washington State Legislature approved the Criminal Justice Funding Act in a special session of the Legislature in July 1990. The principal focus of the Act is to provide funding for county and city criminal justice systems, including police protection, mitigation of congested court systems, and relief of overcrowded jails. The City of Chehalis currently qualifies in two of the five possible funding areas for cities: Special Programs and Population. Distributions come in several forms, but all are restricted to use for Criminal Justice purposes.

Motor Vehicle Fuel Tax (Gas Tax)

Fuel taxes in Washington are assessed as cents per gallon sold, not the dollar value of the sales. Cities and towns receive MVFT distributions on a per capita basis. Revenues must be spent for "highway" purposes, including the construction, maintenance, and operations of city streets and roads. The gas tax revenue is budgeted in the Arterial Street fund.

Increased Motor Vehicle Fuel Tax and Multi-Modal Distribution

Counties, cities and towns receives a share of the multi-modal funds and the increase in fuel tax as a result of 2ESSB 5987. The state provides a set amount of revenue deposited into the Multimodal Transportation Account to counties, cities and towns. One-half of the funds are to be distributed to cities as provided under RCW 46.68.110(4). The legislation, adopted in 2015, provided for direct distributions to be phased in from FY 2016-2017. Beginning with FY 2018, 2ESSB 5987 provides over \$25 million annually to counties, cities, and towns, allocable as follows: Increase MVFT \$11,719,000 per year; Multi-modal funds \$13,393,000 per year. These revenues are split equally between cities and counties. City distributions are based on population, while county distributions are established by the same County Road Administration Board (CRAB) formula as the MVFT and set at the annual CRAB board meeting in late July,

CHARGES FOR SERVICES

Planning and Development Fees

These fees are collected for services related to the issuance of permits and the review of plans for compliance with City codes. Fees are generally collected at a level estimated to recover the cost of the service provided.

Water Utility Rates

Water revenues fund costs associated with the operations of the water system, repairs and maintenance to the system, and fund needed capital improvements to the utility for growth and overall system operations. Revenues are garnered through rate charges to customers, system development charges to new customers, interest earnings on investments, and other connection charges.

Wastewater Utility Rates

Wastewater revenues fund costs associated with the operations of the wastewater system, repairs and maintenance to the system, and fund needed capital improvements to the utility as needed for growth and overall system operations. Revenues are garnered through rate charges to customers, system development charges to new customers, interest earnings on investments, and other connection charges and fees.

Stormwater Utility Rates

Stormwater rates collected from customers are used to fund operations and maintenance of the stormwater collection system, support capital improvements to the system, assist with education and outreach, and financially support street infrastructure capital improvements that have stormwater elements.

MISCELLANEOUS REVENUE

Investment Income

In the City of Chehalis, available cash is invested with the Local Government Investment Pool and certain U.S. Government securities. The amount of interest received will vary with interest rates and the amount of cash available for investment during any particular budget year. Interest income is allocated to City funds according to average cash balance.

Rentals and Leases

Sources of rental and lease income include the rental of City owned facilities for events, the leasing of City owned land for cell-tower usage, and the Airport hangars and the Airport owned land for commercial business.

Other Financing Sources

Other financing sources represent those funding sources that are one-time or non-recurring in nature. Examples include general long-term debt such as general obligation bonds, bank loans, interfund transfers, insurance proceeds, restitutions, and grants.

Interfund Transfers

Some funds receive revenues from other funds in the form of an interfund transfer. These transfers may represent payments for service, an operating transfer, or a concentration of revenues for a specific project.

#####

Budget Summary Section

This Page Intentionally Left Blank

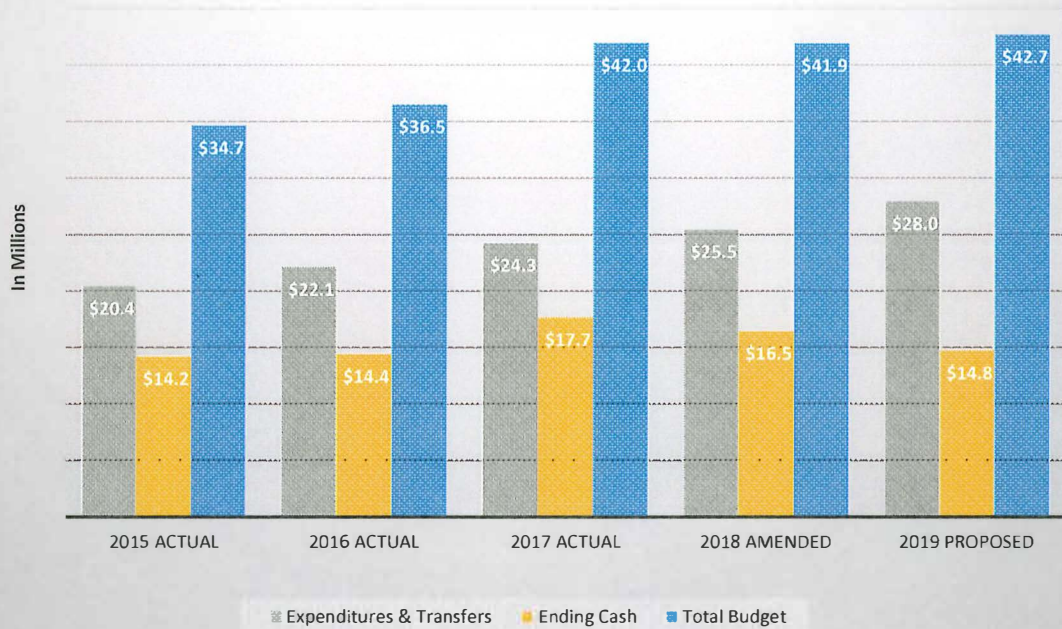
ALL FUNDS

**SUMMARY OF BUDGET TOTALS
FUND TOTALS INCLUDING FUND BALANCES**

Expenditures Budget Plus Ending Cash Balance

| FUND NAME | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Proposed Budget | Change from 2018 Amended to 2019 Budget | % Change from 2018 Amended to 2019 Budget |
|---------------------------------|----------------------|----------------------|-----------------------------|----------------------------|-----------------------------|--|--|
| General | \$ 10,536,245 | \$ 11,287,541 | \$ 10,719,907 | \$ 11,371,793 | \$ 10,791,867 | \$ (579,926) | -5.1% |
| Dedicated Street | 255,101 | 459,906 | 205,658 | 302,967 | 321,545 | 18,578 | 6.1% |
| Building Abatement | - | 100,109 | 99,996 | 100,109 | 100,439 | 330 | 0.3% |
| Arterial Street | 227,643 | 266,438 | 258,438 | 262,625 | 268,069 | 5,444 | 2.1% |
| Transportation Benefit District | - | 382,637 | 1,068,480 | 1,210,655 | 1,703,173 | 492,518 | 40.7% |
| Tourism | 445,096 | 524,855 | 494,882 | 546,886 | 455,436 | (91,450) | -16.7% |
| Compensated Absences Reserve | - | - | - | 92,868 | 94,718 | 1,850 | 2.0% |
| 1982-93 CDBG | 110 | 111 | 10,111 | 1,011 | 1,021 | 10 | 1.0% |
| HUD Block Grant | 57,506 | 70,943 | 70,806 | 71,043 | 72,463 | 1,420 | 2.0% |
| 2011 General Obligation Bonds | 95,706 | 98,956 | 102,510 | 102,510 | 99,563 | (2,947) | -2.9% |
| Public Facilities Reserve | - | 100,040 | 420,000 | 1,018,933 | 275,053 | (743,880) | -73.0% |
| Auto/Equipment Reserve | 461 | 463 | 461 | 93,331 | 93,561 | 230 | 0.2% |
| First Quarter Percent REET | 257,418 | 317,673 | 277,557 | 266,807 | 130,222 | (136,585) | -51.2% |
| Second Quarter Percent REET | 228,656 | 297,397 | 366,154 | 355,388 | 138,668 | (216,720) | -61.0% |
| Garbage | 11,146 | 14,034 | 13,313 | 13,469 | 12,709 | (760) | -5.6% |
| Wastewater | 8,875,628 | 10,722,510 | 9,644,338 | 10,352,323 | 10,312,393 | (39,930) | -0.4% |
| Water | 8,711,259 | 10,027,320 | 7,377,735 | 10,072,692 | 9,747,572 | (325,120) | -3.2% |
| Storm and Surface Water | 1,245,851 | 1,528,069 | 1,444,962 | 1,678,683 | 1,758,228 | 79,545 | 4.7% |
| Airport | 4,600,382 | 4,821,672 | 2,328,173 | 2,741,314 | 4,946,255 | 2,204,941 | 80.4% |
| Firemen's Pension | 639,424 | 762,320 | 845,257 | 906,808 | 1,019,544 | 112,736 | 12.4% |
| Agency | 351,781 | 278,044 | 368,560 | 370,890 | 370,890 | - | 0.0% |
| TOTALS | \$ 36,539,413 | \$ 42,061,038 | \$ 36,117,298 | \$ 41,933,105 | \$ 42,713,389 | \$ 780,284 | 1.9% |

City of Chehalis 5 Year Budget History All Funds Total Including Fund Balances

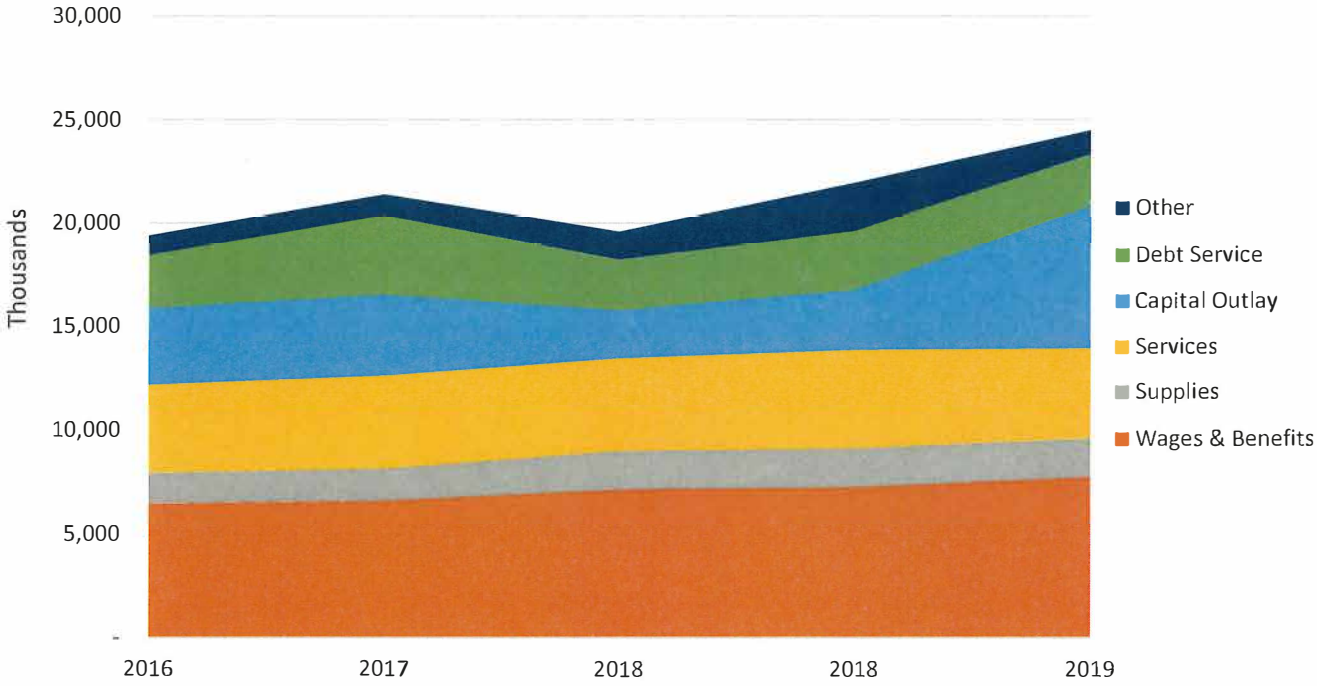


ALL FUNDS

SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

| Category | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Proposed Budget | Change from 2018 Amended to 2018 Budget | % Change from 2018 Amended Budget |
|--|----------------------|----------------------|----------------------|----------------------|----------------------|---|-----------------------------------|
| REVENUE SOURCE | | | | | | | |
| Tax Revenues: | | | | | | | |
| Property Tax | \$ 1,670,946 | \$ 1,775,967 | \$ 1,998,385 | \$ 1,801,448 | \$ 1,926,749 | \$ 125,301 | 7.0% |
| Sales Tax | 4,199,423 | 4,732,017 | 4,752,128 | 4,752,128 | 5,142,110 | 389,982 | 8.2% |
| Sales Tax - TBD | - | 382,257 | 850,000 | 850,000 | 989,591 | 139,591 | 16.4% |
| Hotel/Motel Tax | 245,684 | 258,654 | 233,000 | 233,000 | 225,185 | (7,815) | -3.4% |
| Utility Tax | 1,528,396 | 1,679,886 | 1,640,420 | 1,677,920 | 1,613,990 | (63,930) | -3.8% |
| Real Estate Excise Tax | 202,846 | 197,967 | 180,000 | 180,000 | 211,660 | 31,660 | 17.6% |
| Other Taxes | 47,958 | 51,213 | 50,267 | 50,222 | 46,670 | (3,552) | -7.1% |
| Total Tax Revenues | 7,895,253 | 9,077,961 | 9,704,200 | 9,544,718 | 10,155,955 | 611,237 | 34.9% |
| Other Revenues: | | | | | | | |
| Licenses and Permits | 431,494 | 201,154 | 180,835 | 180,835 | 187,925 | 7,090 | 3.9% |
| Grants | 1,033,804 | 2,416,174 | 318,000 | 320,172 | 2,650,062 | 2,329,890 | 727.7% |
| State Shared Revenues | 380,322 | 397,571 | 369,061 | 388,007 | 398,558 | 10,551 | 2.7% |
| Charges for Goods and Services | 9,911,236 | 10,050,895 | 9,677,931 | 9,687,506 | 9,793,548 | 106,042 | 1.1% |
| Fines and Penalties | 231,760 | 194,670 | 227,685 | 227,685 | 195,740 | (31,945) | -14.0% |
| Interest Earnings | 63,565 | 117,858 | 54,775 | 65,175 | 142,204 | 77,029 | 118.2% |
| Rents and Leases | 1,101,234 | 1,249,680 | 1,206,391 | 1,215,741 | 1,214,507 | (1,234) | -0.1% |
| Other Misc. Revenues | 153,496 | 95,730 | 32,185 | 253,831 | 32,530 | (221,301) | -87.2% |
| Agency Deposits | 641,075 | 543,995 | 655,240 | 656,270 | 648,028 | (8,242) | -1.3% |
| Interfund Loan Repayment | - | - | - | 16,800 | 68,095 | 51,295 | 305.3% |
| Interfund Loan Financing | - | - | - | 279,430 | - | (279,430) | -100.0% |
| Proceeds from Disposal of Asset | 12,290 | 2,873 | - | 9,584 | - | (9,584) | -100.0% |
| Other Financing | 162,644 | 2,909,276 | - | - | - | - | 0.0% |
| Transfers In | 308,151 | 381,967 | 707,135 | 1,212,986 | 461,371 | (751,615) | -62.0% |
| Total Other Revenues | 14,431,071 | 18,561,843 | 13,429,238 | 14,514,022 | 15,792,568 | 1,278,546 | 794.4% |
| TOTAL REVENUES | \$ 22,326,324 | \$ 27,639,804 | \$ 23,133,438 | \$ 24,058,740 | \$ 25,948,523 | \$ 1,889,783 | 829.3% |
| EXPENDITURES | | | | | | | |
| Salaries/Wages | \$ 6,141,869 | \$ 6,308,139 | \$ 6,825,640 | \$ 6,958,556 | \$ 7,445,313 | 486,757 | 7.0% |
| Benefits | 3,019,584 | 3,161,314 | 3,388,650 | 3,509,523 | 3,755,918 | 246,395 | 7.0% |
| Supplies | 1,489,333 | 1,552,082 | 1,869,850 | 1,877,121 | 1,873,100 | (4,021) | -0.2% |
| Services and Charges | 4,270,685 | 4,526,815 | 4,235,580 | 4,749,552 | 4,350,616 | (398,936) | -8.4% |
| Interfund Service | - | - | 253,674 | 1 | (5) | (6) | -600.0% |
| Capital Outlay | 3,696,693 | 3,885,973 | 2,316,233 | 2,913,876 | 6,881,182 | 3,967,306 | 136.2% |
| Debt Service | 2,541,836 | 3,820,145 | 2,425,660 | 2,834,030 | 2,475,609 | (358,421) | -12.6% |
| Interfund Loan | - | - | - | 296,230 | 68,095 | (228,135) | -77.0% |
| Interfund Loan Repayment | - | - | - | - | - | - | 0.0% |
| Other Use | 342,448 | 267,374 | 360,230 | 521,839 | 360,252 | (161,587) | -31.0% |
| Agency Disbursement | 307,579 | 273,050 | 293,399 | 284,929 | 287,474 | 2,545 | 0.9% |
| Transfer Out | 308,151 | 481,967 | 716,731 | 1,222,582 | 461,371 | (761,211) | -62.3% |
| TOTAL EXPENDITURES | \$ 22,118,178 | \$ 24,276,859 | \$ 22,685,647 | \$ 25,168,239 | \$ 27,958,925 | \$ 2,790,686 | 11.1% |
| CHANGES IN FUND BALANCE | | | | | | | |
| Beginning Cash, January 1 | \$ 14,213,088 | \$ 14,421,234 | \$ 12,984,860 | \$ 17,874,365 | \$ 16,764,866 | \$ (1,109,499) | -6.2% |
| Net Revenues Over (under) Expenditures | 208,146 | 3,362,945 | 447,791 | (1,109,499) | (2,010,402) | (900,903) | 81.2% |
| ENDING CASH, DECEMBER 31 | \$ 14,421,234 | \$ 17,784,179 | \$ 13,432,651 | \$ 16,764,866 | \$ 14,754,464 | \$ (2,010,402) | -12.0% |

City of Chehalis Expenditure Budget by Category - All Funds 5 Year History



2019 Capital Budget

| Department/Description | Adopted Budget |
|--|---------------------|
| General Fund-Non -Departmental | |
| Cashiering software | \$ 5,000 |
| General Fund-Street | |
| 3% Public Works Director vehicle | 1,200 |
| Dedicated Street Fund | |
| Variable message board | 15,000 |
| Transportation Benefit District | |
| Reconstruction of Pacific Avenue between Main and Park Street | 825,000 |
| Design work for National Avenue, Chehalis Avenue & Pacific Avenue | 350,000 |
| Public Facilities Reserve Fund | |
| Complete recreation park plan | 14,724 |
| Shaw Aquatics Center Pool Liner Project | 82,000 |
| Automotive Equipment Reserve Fund | |
| Police patrol vehicle | 39,780 |
| 1 ton brush fire truck | 30,000 |
| Parks and recreation vehicle (used) | 12,000 |
| Wastewater Fund | |
| Riverside Force Main Replacement Project | 700,000 |
| Utility billing software (35%) | 52,500 |
| Various New Equipment | 43,800 |
| Public Works Director Vehicle | 7,600 |
| Design of SBR Waste Piping Modification Project | 25,000 |
| Water Fund | |
| Engineering services for the 2018 Water System Plan update | 100,000 |
| Engineering for High-Level Pump Station Construction | 100,000 |
| Design of Environmental Permitting of the Chehalis River Pump Line Replacement | 250,000 |
| Engineering Service for Water Main Replacement from Main Street to Park Street | 80,000 |
| High-Level Pump Station Replacement | 350,000 |
| Pacific Avenue Water Line replacement | 450,000 |
| Utility billing software (45%) | 67,500 |
| Public Works Director Vehicle, Floride Machine & Various new equipment | 65,600 |
| Storm & Surface Water Fund | |
| Pacific Avenue storm line replacement | 175,000 |
| Utility Billing Software (20%) | 30,000 |
| Public Works Director Vehicle | 800 |
| Rate Study | 35,000 |
| Airport Fund | |
| Taxiway realignment project | 2,803,678 |
| New roof and windows for restroom faculties | 30,000 |
| Above ground fuel storage | 60,000 |
| Pull tank sprayer and tractor | 80,000 |
| TOTAL | \$ 6,881,182 |

2019 Schedule of Interfund Transfers

| Transferring Fund | Amount Transfer Out | Transfers In (Receiving Funds) | | | | | Amount Transfer In | Purposes |
|---------------------------------------|---------------------|--------------------------------|--------------------|--------------------------------|--|-----------------------|--------------------|---|
| | | General Fund Current Expense | 2011 G.O Bond Fund | Public Facilities Reserve Fund | Community Development Block Grant Fund | Dedicated Street Fund | | |
| General Fund | \$ 24,891 | | \$ 24,891 | | | | \$ 24,891 | 2011 G.O. Bond debt service payment |
| General Fund | 198,808 | | | | | 198,808 | 198,808 | 4% of Sales Tax for City Street Maintenance |
| General Fund | 1,000 | | | | 1,000 | | 1,000 | Operating legal service expenses |
| Total General Fund | 224,699 | - | 24,891 | - | 1,000 | 198,808 | 224,699 | |
| Building Abatement Fund | 80,000 | 80,000 | | | | | 80,000 | To General Fund for Facility maintenance |
| Total Building Abatement Fund | 80,000 | 80,000 | - | - | - | - | 80,000 | |
| Tourism Fund | 82,000 | | | 82,000 | | | 82,000 | Shaw Aquatic Center Pool Liner Project |
| Total Tourism Fund | 82,000 | - | - | 82,000 | - | - | 82,000 | |
| Frist Quarter REET Fund | 40,821 | | 40,821 | | | | 40,821 | 2011 G.O. Bond debt service payment |
| Total First Quarter REET Fund | 40,821 | - | 40,821 | - | - | - | 40,821 | |
| Second Quarter REET Fund | 33,851 | | 33,851 | | | | 33,851 | 2011 G.O. Bond debt service payment |
| Total Second Quarter REET Fund | 33,851 | - | 33,851 | - | - | - | 33,851 | |
| Total Transfers | \$ 461,371 | \$ 80,000 | \$ 99,563 | \$ 82,000 | \$ 1,000 | \$ 198,808 | \$ 461,371 | |

**EMPLOYEES
FULL TIME EQUIVALENTS (FTE)***

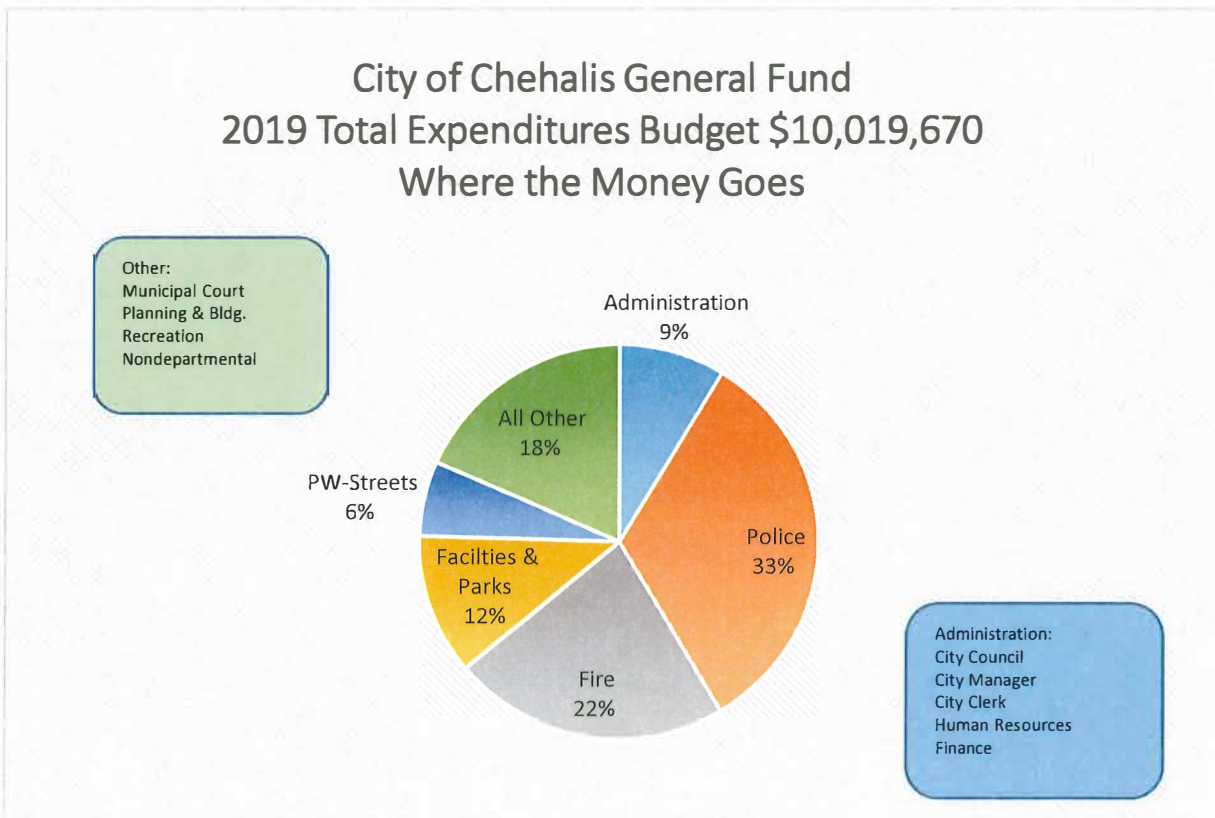
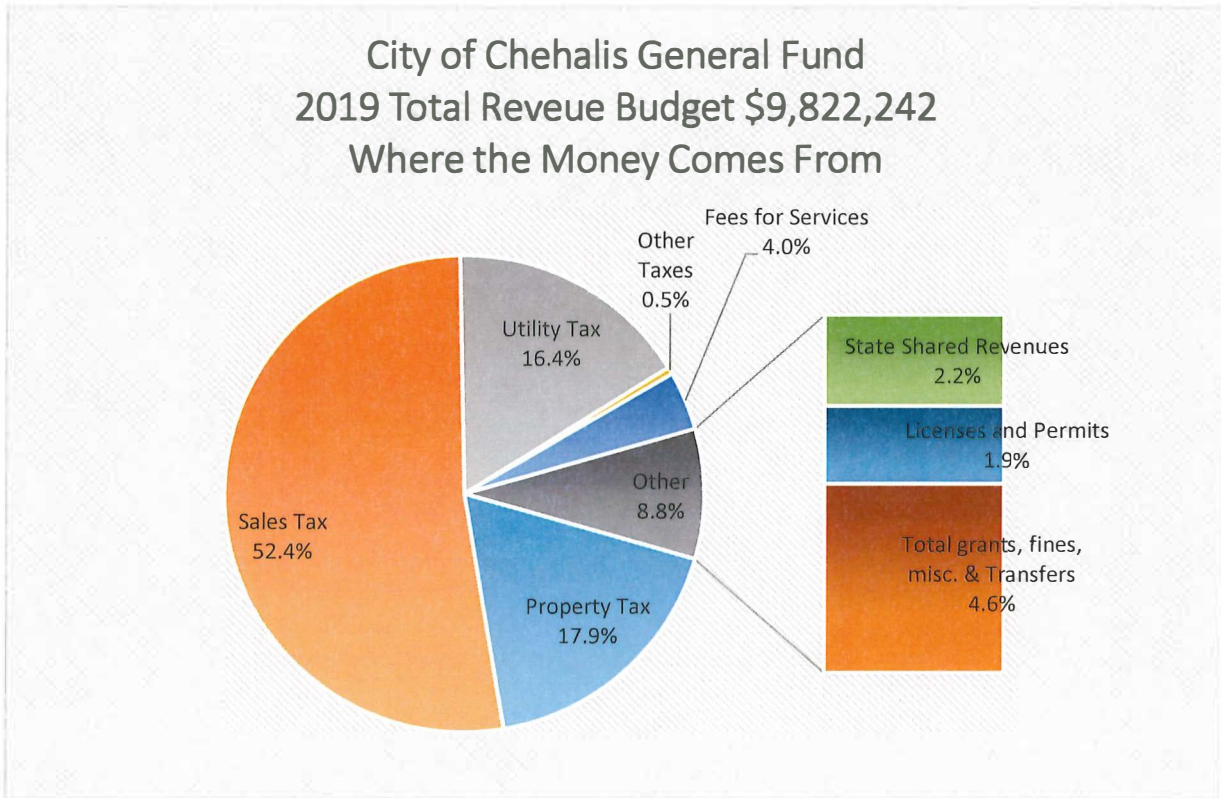
| Department / Classification | 2016 Actual | 2017 Actual | 2018 Adopted | 2018 Amended Budget | 2019 Proposed Budget | Change 2018-2019 |
|---|----------------|----------------|-----------------|---------------------------|----------------------------|---------------------|
| GENERAL FUND | | | | | | |
| Total City Manager Employees (FTE) | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | - |
| Total City Clerk Employees (FTE) | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Total Municipal Court Employees (FTE) | 3.18 | 3.18 | 3.18 | 3.18 | 3.18 | - |
| Total Finance Employees (FTE) | 3.00 | 3.00 | 3.80 | 3.80 | 3.30 | (0.50) |
| Total Human Resources Employees (FTE) | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Total Facilities & Parks Employees (FTE) | 5.98 | 7.30 | 5.40 | 6.38 | 8.55 | 2.17 |
| Total Fire Employees (FTE) | 15.10 | 14.10 | 14.10 | 14.10 | 14.00 | (0.10) |
| Total Planning & Building Employees (FTE) | 3.00 | 2.60 | 2.55 | 2.55 | 2.65 | 0.10 |
| Total Police Employees (FTE) | 22.05 | 23.05 | 23.05 | 23.05 | 23.00 | (0.05) |
| Total Recreation Employees (FTE) | 6.83 | 6.50 | 4.50 | 6.58 | 5.52 | (1.06) |
| Total PW Street Employees (FTE) | 4.81 | 3.81 | 3.01 | 4.21 | 4.48 | 0.27 |
| TOTAL GENERAL FUND | 67.95 | 67.54 | 63.59 | 67.85 | 68.68 | 0.83 |
| Total Arterial Street Employees (FTE) | 0.00 | 1.00 | 1.00 | 1.00 | 1.00 | - |
| Total Wastewater Employees (FTE) | 11.86 | 12.30 | 11.42 | 12.34 | 13.54 | 1.20 |
| Total Water Employees (FTE) | 12.36 | 13.91 | 12.99 | 13.67 | 13.91 | 0.24 |
| Total Storm Water Employees (FTE) | 2.89 | 3.42 | 2.98 | 3.24 | 4.81 | 1.57 |
| Total Airport Employees (FTE) | 4.25 | 4.40 | 4.40 | 4.40 | 4.60 | 0.20 |
| TOTAL CITY-WIDE EMPLOYEES (FTE) | 99.31 | 102.57 | 96.38 | 102.50 | 106.54 | 4.04 |

GENERAL FUND
SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

| GENERAL FUND | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Proposed Budget | Change 2018 Amended to 2019 Budget | % Change 2018 Amended to 2019 Budget |
|--|---------------------|----------------------|----------------------|----------------------|----------------------|------------------------------------|--------------------------------------|
| REVENUE SOURCE | | | | | | | |
| Tax Revenues: | | | | | | | |
| Property Tax | \$ 1,536,521 | \$ 1,632,475 | \$ 1,864,685 | \$ 1,639,220 | \$ 1,761,623 | \$ 122,403 | 7.5% |
| Sales Tax | 4,199,423 | 4,732,017 | 4,752,128 | 4,752,128 | 5,142,110 | 389,982 | 8.2% |
| Utility Tax | 1,528,396 | 1,679,886 | 1,640,420 | 1,677,920 | 1,613,990 | (63,930) | -3.8% |
| Other Taxes | 47,958 | 51,213 | 50,267 | 50,222 | 46,670 | (3,552) | -7.1% |
| Total Tax Revenues | 7,312,298 | 8,095,591 | 8,307,500 | 8,119,490 | 8,564,393 | 444,903 | 5.5% |
| Other Revenues: | | | | | | | |
| Licenses and Permits | 431,494 | 201,154 | 180,835 | 180,835 | 187,925 | 7,090 | 3.9% |
| Grants | 51,327 | 850,444 | - | 1,267 | 5,267 | 4,000 | 315.7% |
| State Shared Revenues | 208,028 | 222,389 | 207,561 | 226,507 | 220,204 | (6,303) | -2.8% |
| Fees for Services | 464,622 | 370,144 | 349,705 | 360,330 | 392,993 | 32,663 | 9.1% |
| Fines and Penalties | 137,231 | 108,247 | 140,685 | 140,685 | 120,110 | (20,575) | -14.6% |
| Interest Earnings | 24,540 | 25,921 | 16,950 | 25,950 | 28,540 | 2,590 | 10.0% |
| Rents and Leases | 91,837 | 83,760 | 82,100 | 90,100 | 89,020 | (1,080) | -1.2% |
| Other Misc. Revenues | 147,951 | 92,221 | 29,385 | 61,798 | 29,385 | (32,413) | -52.4% |
| Agency Deposits | 127,991 | 98,321 | 112,276 | 113,306 | 104,405 | (8,901) | -7.9% |
| Proceeds from Disposal of Asset | 8,787 | 1,433 | - | 9,584 | - | (9,584) | -100.0% |
| Transfers In | 18,000 | - | - | - | 80,000 | 80,000 | 0.0% |
| Total Other Revenues | 1,711,808 | 2,054,034 | 1,119,497 | 1,210,362 | 1,257,849 | 47,487 | 3.9% |
| TOTAL REVENUES | \$ 9,024,106 | \$ 10,149,625 | \$ 9,426,997 | \$ 9,329,852 | \$ 9,822,242 | \$ 492,390 | 5.3% |
| EXPENDITURES | | | | | | | |
| Salaries/Wages | \$ 4,333,483 | \$ 4,423,387 | \$ 4,750,388 | \$ 4,892,857 | \$ 5,039,782 | \$ 146,925 | 3.0% |
| Benefits | 2,071,991 | 2,148,792 | 2,232,489 | 2,335,790 | 2,442,336 | 106,546 | 4.6% |
| Supplies | 345,801 | 415,968 | 437,680 | 444,951 | 393,643 | (51,308) | -11.5% |
| Services and Charges | 2,058,518 | 1,970,040 | 1,970,550 | 2,024,699 | 2,108,488 | 83,789 | 4.1% |
| Capital Outlay | 598,151 | 273,270 | 165,260 | 182,760 | 6,200 | (176,560) | -96.6% |
| Debt Service | 100,456 | 102,549 | 114,385 | 114,385 | 114,432 | 47 | 0.0% |
| Other Use | - | - | - | 161,609 | - | (161,609) | -100.0% |
| Agency Disbursement | 138,365 | 98,921 | 111,385 | 102,915 | 104,415 | 1,500 | 1.5% |
| Transfer Out | 186,188 | 307,742 | 220,191 | 556,527 | 224,699 | (331,828) | -59.6% |
| Interfund Charges | (434,624) | (495,568) | (347,182) | (414,325) | (414,325) | - | 0.0% |
| TOTAL EXPENDITURES | \$ 9,398,329 | \$ 9,245,101 | \$ 9,655,146 | \$ 10,402,168 | \$ 10,019,670 | \$ (382,498) | -3.7% |
| CHANGES IN FUND BALANCE | | | | | | | |
| Beginning Cash, January 1 | \$ 1,512,139 | \$ 1,137,916 | \$ 1,292,910 | \$ 2,041,941 | \$ 969,625 | \$ (1,072,316) | -52.5% |
| Net Revenues Over (under) Expenditures | (374,223) | 904,524 | (228,149) | (1,072,316) | (197,428) | 874,888 | -81.6% |
| ENDING CASH, DECEMBER 31 | \$ 1,137,916 | \$ 2,042,440 | \$ 1,064,761 | \$ 969,625 | \$ 772,197 | \$ (197,428) | -20.4% |
| Ending Cash % of Revenues | 12.6% | 20.1% | 11.3% | 10.4% | 7.9% | -2.5% | -24.4% |
| Ending Cash % of Expenditures | 12.1% | 22.1% | 11.0% | 9.3% | 7.7% | -1.6% | -17.3% |

**GENERAL FUND
EXPENDITURE SUMMARY BY DEPARTMENT**

| GENERAL FUND DEPARTMENTS | 2016 Actual | 2017 Actual | 2018 | 2018 | 2019 | Change from | % Change |
|-----------------------------|---------------------|---------------------|---------------------|----------------------|----------------------|-----------------------------------|--------------------------------------|
| | | | Original Budget | Amended Budget | Proposed Budget | 2018 Amended to 2019 Budget | 2018 Amended to 2019 Budget |
| City Council | \$ 77,810 | \$ 61,833 | \$ 92,364 | \$ 77,498 | \$ 97,825 | 20,327 | 26.2% |
| City Manager | 279,884 | 533,599 | 275,562 | 262,340 | 190,628 | (71,712) | -27.3% |
| City Clerk | 65,544 | 54,824 | 92,078 | 81,252 | 86,347 | 5,095 | 6.3% |
| Finance | 176,395 | 182,165 | 302,373 | 273,990 | 292,481 | 18,491 | 6.7% |
| Legal Service | - | - | - | - | 74,633 | 74,633 | 0.0% |
| Human Resources | 75,390 | 82,784 | 104,410 | 110,749 | 124,278 | 13,529 | 12.2% |
| Facilities & Parks | 825,934 | 917,002 | 1,039,264 | 1,073,729 | 1,154,667 | 80,938 | 7.5% |
| Fire | 2,048,680 | 2,205,903 | 2,214,518 | 2,307,015 | 2,256,208 | (50,807) | -2.2% |
| Municipal Court | 498,310 | 442,757 | 486,482 | 489,082 | 496,226 | 7,144 | 1.5% |
| Nondepartmental | 486,414 | 584,615 | 637,829 | 1,118,120 | 560,266 | (557,854) | -49.9% |
| Planning and Building | 644,844 | 438,127 | 330,266 | 352,976 | 303,793 | (49,183) | -13.9% |
| Police | 2,793,308 | 3,043,281 | 3,027,134 | 3,179,926 | 3,282,629 | 102,703 | 3.2% |
| Public Works - Streets | 1,016,710 | 521,970 | 598,223 | 607,651 | 616,810 | 9,159 | 1.5% |
| Recreation | 409,106 | 476,241 | 454,643 | 467,840 | 482,879 | 15,039 | 3.2% |
| TOTAL EXPENDITURES | \$ 9,398,329 | \$ 9,545,101 | \$ 9,655,146 | \$ 10,402,168 | \$ 10,019,670 | (382,498) | -3.7% |



Budget Detail Section

GENERAL FUND & GENERAL FUND RESERVE FUNDS

The General Fund is the City's primary operating fund. In addition to the regular General Fund, the City has established sub-funds per the Council direction to set aside and account for specific activities. They include the Building Abatement Fund, Dedicated Street Fund, and Compensated Absences Fund.

GENERAL FUND - The General Fund is the City's general operating fund and accounts for all financial resources except those required to be accounted for in other fund and is generally considered to represent the ordinary operations of the City.

BUILDING ABATEMENT FUND -The Building Abatement Fund was established by the City Council in 2017 for the purpose of removing hazards to public health and safety and potentially address aesthetic concerns related to abandoned buildings in our community. Total of \$100,000 was transferred from the General Fund through the end of 2018. However, the 2019 budget includes a \$80,000 transfer back to the General Fund to fill the budget gap in 2019. The estimated fund balance at the end of 2019 is \$20,439.

DEDICATED STREET FUND - Consistent with policy of the City Council, effective January 1, 2014, an allocation of 4% of the City's sales tax revenue is transferred to this fund to be used and accumulated for needed City street repairs and improvements.

COMPENSATED ABSENCES RESERVE FUND -The Compensated Absences Reserve Fund was established in 1985 for the purpose of setting aside funds to be used for compensation of employees for cash outs for unused accrued leaves, approved disability leaves, approved unemployment benefits, and authorized severance pay.

| FUND: | | 001 - GENERAL FUND | | | | REVENUES | | | |
|-------------------------------------|--------------------------------------|--------------------|------------------|----------------------|---------------------|------------------|---------------|----------------------------|--------------------|
| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
| REVENUE SOURCE | | | | | | | | | |
| Property Taxes | | | | | | | | | |
| 001.311.010.00 | REAL AND PERSONAL PROPERTY TAX | \$ 1,215,535 | \$ 1,302,598 | \$ 1,496,045 | \$ 1,305,126 | \$ 1,414,864 | | \$ 1,414,864 | 8.4% |
| 001.311.010.01 | REAL/PERSONAL PROP TAX DELINQ | 23,482 | 15,201 | 35,000 | 15,741 | 19,529 | | 19,529 | 24.1% |
| 001.311.011.00 | REAL/PERSONAL TAXES-EMS LEVY | 293,067 | 311,439 | 327,140 | 314,525 | 322,512 | | 322,512 | 2.5% |
| 001.311.011.01 | DELINQUENT PROP TAXES-EMS LEVY | 4,437 | 3,237 | 6,500 | 3,828 | 4,718 | | 4,718 | 23.2% |
| Total Property Taxes | | 1,536,521 | 1,632,475 | 1,864,685 | 1,639,220 | 1,761,623 | - | 1,761,623 | 7.5% |
| Sales and Use Taxes | | | | | | | | | |
| 001.313.011.00 | LOCAL RETAIL SALES & USE TAX | 4,048,620 | 4,575,263 | 4,615,427 | 4,615,427 | 4,970,180 | | 4,970,180 | 7.7% |
| 001.313.061.00 | BROKERED NATURAL GAS SALES & USE TAX | 35,935 | 30,611 | 30,600 | 30,600 | 27,200 | | 27,200 | -11.1% |
| 001.313.071.00 | CRIMINAL JUSTICE FUNDING | 114,868 | 126,143 | 106,101 | 106,101 | 144,730 | | 144,730 | 36.4% |
| Total Sales and Use Taxes | | 4,199,423 | 4,732,017 | 4,752,128 | 4,752,128 | 5,142,110 | - | 5,142,110 | 8.2% |
| Utility Business Taxes | | | | | | | | | |
| 001.316.010.00 | MAIN STREET B&O CREDIT | - | 41,250 | - | 37,500 | 37,500 | | 37,500 | 0.0% |
| 001.316.041.00 | ELECTRIC | 497,791 | 571,441 | 515,102 | 515,102 | 546,320 | | 546,320 | 6.1% |
| 001.316.043.00 | GAS | 135,784 | 156,816 | 213,794 | 213,794 | 154,480 | | 154,480 | -27.7% |
| 001.316.045.00 | GARBAGE/SOLID WASTE UTIL TAXES | 64,918 | 69,053 | 68,164 | 68,164 | 73,480 | | 73,480 | 7.8% |
| 001.316.046.01 | CABLE UTILITY TAX | 79,175 | 106,274 | 132,843 | 132,843 | 87,430 | | 87,430 | -34.2% |
| 001.316.047.00 | TELEPHONE | 265,885 | 223,612 | 254,902 | 254,902 | 250,180 | | 250,180 | -1.9% |
| 001.316.048.00 | B&O TAXES ON UTILITIES - WATER | 178,732 | 189,919 | 176,000 | 176,000 | 160,514 | | 160,514 | -8.8% |
| 001.316.049.00 | B&O TAXES ON UTILITIES - WW | 306,111 | 321,521 | 279,615 | 279,615 | 304,086 | | 304,086 | 8.8% |
| Total Utility Business Taxes | | 1,528,396 | 1,679,886 | 1,640,420 | 1,677,920 | 1,613,990 | - | 1,613,990 | -3.8% |
| Other Taxes | | | | | | | | | |
| 001.317.020.00 | LEASEHOLD EXCISE TAX | 47,831 | 51,213 | 50,222 | 50,222 | 46,630 | | 46,630 | -7.2% |

| FUND: | | 001 - GENERAL FUND | | | | REVENUES | | | |
|---|---------------------------------------|--------------------|----------------|----------------------|---------------------|----------------|---------------|----------------------------|--------------------|
| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
| 001.317.040.00 | TIMBER EXCISE TAX | 127 | - | 45 | - | 40 | | 40 | 0.0% |
| Total Other Taxes | | 47,958 | 51,213 | 50,267 | 50,222 | 46,670 | - | 46,670 | -7.1% |
| Business License & Permit Fees | | | | | | | | | |
| 001.321.030.00 | POLICE & PROTECTIVE-FIREWORKS | 800 | 600 | 800 | 800 | 800 | | 800 | 0.0% |
| 001.321.080.00 | CONCESSIONS | 383 | - | 385 | 385 | 385 | | 385 | 0.0% |
| 001.321.091.01 | FRANCHISE TAXES-US SPRINT | - | 180 | 71,500 | - | 150 | | 150 | 0.0% |
| 001.321.091.02 | FRANCHISE TAX - COMCAST | 82,601 | 82,675 | - | 71,500 | 84,860 | | 84,860 | 18.7% |
| 001.321.099.00 | OTHER BUSINESS LICENSES & PERMITS | 23,330 | 24,735 | 26,000 | 26,000 | 24,320 | | 24,320 | -6.5% |
| 001.322.010.00 | BUILDING PERMITS | 317,260 | 84,872 | 75,000 | 75,000 | 68,960 | | 68,960 | -8.1% |
| 001.322.030.00 | ANIMAL LICENSES | 1,615 | 2,100 | 2,100 | 2,100 | 2,080 | | 2,080 | -1.0% |
| 001.322.040.00 | RIGHT-OF-WAY OCCUPANCY PERMITS | 4,550 | 5,150 | 4,050 | 4,050 | 5,210 | | 5,210 | 28.6% |
| 001.322.090.00 | OTHER LICENSES & PERMITS-FIRE SAFETY | - | - | - | - | 230 | | 230 | 0.0% |
| 001.322.090.01 | GUN PERMITS/DEALERS | 955 | 842 | 1,000 | 1,000 | 930 | | 930 | -7.0% |
| Total Business License & Permit Fees | | 431,494 | 201,154 | 180,835 | 180,835 | 187,925 | - | 187,925 | 3.9% |
| Intergovernmental Revenues | | | | | | | | | |
| 001.331.016.60 | DOJ - BULLET-PROOF VEST PROGRAM | 977 | 2,586 | - | - | - | | - | 0.0% |
| 001.333.020.20 | DOT/FEDERAL HWY ADMIN | - | 324,446 | - | - | - | | - | 0.0% |
| 001.333.020.60 | US DOT STATE & COMMUNITY HWY SAFETY | 2,984 | 1,725 | - | - | - | | - | 0.0% |
| 001.334.001.20 | OTHER JUDICIAL AGENCIES | - | - | - | - | - | | - | 0.0% |
| 001.334.001.85 | 09 FLOOD MILITARY DEPT DISASTER GRANT | - | - | - | - | - | | - | 0.0% |
| 001.334.002.70 | ST GRANT - REC & CONSERVATION FUNDING | - | 146,479 | - | - | - | | - | 0.0% |
| 001.334.003.82 | TIB GRANT | 36,621 | 371,367 | - | - | - | | - | 0.0% |
| 001.334.004.90 | DEPT OF HEALTH | 1,290 | 1,270 | - | 1,222 | 1,222 | | 1,222 | 0.0% |
| 001.335.000.91 | PUD PRIVILEGE TAX | 60,161 | 70,769 | 70,775 | 70,775 | 75,113 | | 75,113 | 6.1% |
| 001.336.000.71 | MULTIMODAL TRANSPORTATION | 7,537 | 7,847 | 10,575 | 10,575 | 10,371 | | 10,371 | -1.9% |
| 001.336.000.99 | STREAMLINED SALES TAX MITIGATION | 16,224 | 14,748 | 12,736 | 12,736 | - | | - | -100.0% |

| FUND: | | 001 - GENERAL FUND | | | | REVENUES | | | |
|---|---------------------------------------|--------------------|------------------|----------------------|---------------------|----------------|---------------|----------------------------|--------------------|
| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
| 001.336.006.21 | CRIM JUST-POP/MIO CRIM | 2,029 | 2,110 | 2,325 | 2,325 | 2,480 | | 2,480 | 6.7% |
| 001.336.006.26 | CRIM JUST - SPECIAL PROGRAMS | 7,397 | 7,659 | 7,950 | 7,950 | 8,191 | | 8,191 | 3.0% |
| 001.336.006.41 | MARIJUANA ENFORCEMENT | 15,711 | 12,231 | 2,625 | 2,625 | - | | - | -100.0% |
| 001.336.006.42 | MARIJUANA EXCISE TAX | - | 6,898 | - | 18,946 | 24,100 | | 24,100 | 27.2% |
| 001.336.006.51 | DUI CITIES | 1,149 | 1,131 | 1,500 | 1,500 | - | | - | -100.0% |
| 001.336.006.94 | LIQUOR EXCISE TAX | 34,367 | 35,978 | 36,900 | 36,900 | 38,627 | | 38,627 | 4.7% |
| 001.336.006.95 | LIQUOR BOARD PROFITS | 63,453 | 63,018 | 62,175 | 62,175 | 61,322 | | 61,322 | -1.4% |
| 001.337.009.22 | INTERLOCAL-TRAINING COST SHARE LCFD#6 | - | - | - | - | 4,000 | | 4,000 | 0.0% |
| 001.337.009.41 | WCIA GRANTS-REIMBURSEMENTS | - | 2,000 | - | - | - | | - | 0.0% |
| 001.337.009.42 | AWC Grants | 455 | 465 | - | - | - | | - | 0.0% |
| 001.337.009.80 | LC Fire District #6 | 4,000 | - | - | - | - | | - | 0.0% |
| 001.337.009.K9 | BNSF GRANT | 5,000 | - | - | - | - | | - | 0.0% |
| 001.337.040.00 | TIMBER EXCISE TAX - LC | - | 106 | - | 45 | 45 | | 45 | 0.0% |
| Total Intergovernmental Revenues | | 259,355 | 1,072,833 | 207,561 | 227,774 | 225,471 | - | 225,471 | -1.0% |
| Charges for Services | | | | | | | | | |
| 001.341.032.00 | D/M COURT RECORD SERVICES | 3 | 57 | 50 | 50 | 50 | | 50 | 0.0% |
| 001.341.033.00 | WARRANT COSTS | 11,286 | 9,043 | 10,000 | 10,000 | 10,000 | | 10,000 | 0.0% |
| 001.341.062.00 | MUNICIPAL COURT COPIES | 72 | 33 | 80 | 80 | 80 | | 80 | 0.0% |
| 001.341.081.00 | WORD PROCESSING/PRINTING | 134 | 234 | 120 | 120 | 120 | | 120 | 0.0% |
| 001.341.081.01 | PRINTING/COPYING - PD | 145 | 226 | 150 | 150 | 150 | | 150 | 0.0% |
| 001.342.010.00 | LAW ENFORCEMENT SERVICES | 2,801 | 1,790 | 1,800 | 1,800 | 1,800 | | 1,800 | 0.0% |
| 001.342.010.01 | LAW ENFORCEMENT-RANGE USE | 250 | - | - | - | - | | - | 0.0% |
| 001.342.010.02 | LAW ENFORCEMENT - DNA COLLECTION | - | - | - | - | - | | - | 0.0% |
| 001.342.010.03 | LAW ENFORCEMENT SVCS - OCDETF | - | 776 | - | - | - | | - | 0.0% |
| 001.342.020.00 | FIRE PROTECTION SERVICES | 79 | - | - | - | - | | - | 0.0% |
| 001.342.021.00 | FIRE PROTECTION SERVICES | - | 4,647 | - | - | - | | - | 0.0% |
| 001.342.021.01 | INTERGOVT'L FIRE INVESTIGATIONS | 13,460 | 27,608 | 18,225 | 18,225 | 18,225 | | 18,225 | 0.0% |

| FUND: | | 001 - GENERAL FUND | | | | REVENUES | | | |
|-----------------------------------|------------------------------------|--------------------|----------------|----------------------|---------------------|----------------|---------------|----------------------------|--------------------|
| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
| 001.342.021.02 | INTERGOVT'L FIRE - SCBA AIR | 900 | - | - | - | - | - | - | 0.0% |
| 001.342.021.03 | FIRE PROTECTIVE SVCS-GREEN HILL | 25,053 | 25,053 | 25,000 | 25,000 | 25,053 | - | 25,053 | 0.2% |
| 001.342.021.04 | EMS - LIFE SAFETY FUND | 1,279 | - | - | - | - | - | - | 0.0% |
| 001.342.033.00 | ADULT PROBATION SERVICE CHARGE | 22,668 | 16,311 | 18,720 | 18,720 | 17,480 | - | 17,480 | -6.6% |
| 001.342.036.00 | ELECTRONIC MONITORING-PRISONER | 4,837 | 6,153 | 18,000 | 18,000 | 6,240 | - | 6,240 | -65.3% |
| 001.342.037.00 | LAW ENFORCEMENT SER (FNDRPRNT) | 665 | 535 | 665 | 665 | 460 | - | 460 | -30.8% |
| 001.342.038.00 | PRE-CONVICTION SUPERVISION COSTS | 13,675 | 14,363 | 12,000 | 12,000 | 14,030 | - | 14,030 | 16.9% |
| 001.342.050.00 | DUI EMERGENCY RESPONSE | 978 | 746 | 1,000 | 1,000 | 830 | - | 830 | -17.0% |
| 001.343.030.00 | ELECTRICITY/GAS SALES SERVICES | - | 100 | - | - | 80 | - | 80 | 0.0% |
| 001.344.010.93 | ADMINISTRATIVE FEE | 3,410 | 134 | 135 | 135 | 135 | - | 135 | 0.0% |
| 001.345.011.00 | DUMP/DISPOSAL FEES | 1,487 | 1,424 | 1,200 | 1,200 | 1,500 | - | 1,500 | 25.0% |
| 001.345.023.00 | ANIMAL CONTROL | 1,140 | 1,165 | 1,200 | 1,200 | 1,370 | - | 1,370 | 14.2% |
| 001.345.081.00 | ZONING, SUBDIVISION FEES | 210 | 575 | 475 | 475 | 260 | - | 260 | -45.3% |
| 001.345.083.00 | PLAN CHECKS | 183,725 | 52,685 | 47,500 | 47,500 | 88,030 | - | 88,030 | 85.3% |
| 001.345.083.01 | HEARING EXAMINER SERVICES | 413 | 450 | 200 | 200 | 440 | - | 440 | 120.0% |
| 001.345.089.01 | COM DEV ADMINISTRATIVE FEES | - | 185 | 185 | 185 | 110 | - | 110 | -40.5% |
| 001.345.089.02 | COM DEV ADMIN FEE - UGA PERMITTING | - | - | - | 10,625 | 12,650 | - | 12,650 | 19.1% |
| 001.341.070.01 | POOL - ICE CREAM SALE | 1,636 | - | - | - | - | - | - | 0.0% |
| 001.347.030.01 | ACTIVITY FEES/POOL | 67,821 | 101,276 | 80,000 | 80,000 | 86,180 | - | 86,180 | 7.7% |
| 001.347.060.00 | PROGRAM FEES | 77,120 | 78,352 | 83,000 | 83,000 | 77,960 | - | 77,960 | -6.1% |
| 001.347.060.01 | PROGRAM FEES/SWIM LESSONS | 29,375 | 26,223 | 30,000 | 30,000 | 29,760 | - | 29,760 | -0.8% |
| Total Charges for Services | | 464,622 | 370,144 | 349,705 | 360,330 | 392,993 | - | 392,993 | 9.1% |
| Fines/Forfeitures | | | | | | | | | |
| 001.352.030.00 | MANDATORY INSURANCE COST | 142 | 112 | 150 | 150 | 110 | - | 110 | -26.7% |
| 001.353.010.00 | TRAFFIC INFRACTIONS/NON-PARKIN | 35,450 | 27,746 | 35,000 | 35,000 | 33,140 | - | 33,140 | -5.3% |
| 001.353.070.00 | NON-TRAFFIC INFRACTIONS | 1,204 | 945 | 1,350 | 1,350 | 1,170 | - | 1,170 | -13.3% |
| 001.354.009.00 | PARKING INFRACTIONS | 7,380 | 6,700 | 8,000 | 8,000 | 6,910 | - | 6,910 | -13.6% |

| FUND: | | 001 - GENERAL FUND | | | | REVENUES | | | |
|--------------------------------|--------------------------------|--------------------|----------------|----------------------|---------------------|----------------|---------------|----------------------------|--------------------|
| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
| 001.355.020.00 | DRIVING WHILE INTOXICATED | 10,033 | 6,521 | 11,500 | 11,500 | 8,570 | | 8,570 | -25.5% |
| 001.355.080.00 | OTHER CRIMINAL TRAFFIC | 29,330 | 21,918 | 26,175 | 26,175 | 23,200 | | 23,200 | -11.4% |
| 001.356.050.03 | DRUG/ALCOHOL SPEC ASSESSMENT | 2,455 | 1,350 | 2,500 | 2,500 | 1,830 | | 1,830 | -26.8% |
| 001.356.080.00 | CRIME FEES | - | - | 1,000 | 1,000 | - | | - | -100.0% |
| 001.356.090.00 | NON-TRAFFIC MISDEMEANOR | 20,564 | 12,748 | 25,000 | 25,000 | 15,050 | | 15,050 | -39.8% |
| 001.357.032.00 | WITNESS COSTS | 16 | 6 | 10 | 10 | 10 | | 10 | 0.0% |
| 001.357.033.00 | PUBLIC DEFENSE COSTS | 30,617 | 30,126 | 30,000 | 30,000 | 30,000 | | 30,000 | 0.0% |
| 001.359.000.00 | LATE PAYMENT FEES | 30 | 30 | - | - | 80 | | 80 | 0.0% |
| 001.359.000.03 | FINES & PENALTIES - NSF's | 10 | 45 | - | - | 40 | | 40 | 0.0% |
| Total Fines/Forfeitures | | 137,231 | 108,247 | 140,685 | 140,685 | 120,110 | - | 120,110 | -14.6% |
| Interest Earnings | | | | | | | | | |
| 001.361.011.00 | INTEREST EARNINGS | 2,764 | 6,763 | 1,350 | 10,350 | 8,690 | | 8,690 | -16.0% |
| 001.361.040.00 | INTEREST-CONTRACTS,NOTES,A/R | 2,459 | 3,970 | 1,600 | 1,600 | 4,500 | | 4,500 | 181.3% |
| 001.361.040.01 | D/M COURT INTEREST INCOME | 19,317 | 15,188 | 14,000 | 14,000 | 15,350 | | 15,350 | 9.6% |
| Total Interest Earnings | | 24,540 | 25,921 | 16,950 | 25,950 | 28,540 | - | 28,540 | 10.0% |
| Rents & Leases | | | | | | | | | |
| 001.362.000.00 | RENTS & LEASES | 300 | 150 | - | - | 150 | | 150 | 0.0% |
| 001.362.000.10 | RENTALS - EQUIPMENT/VEHICLES | 9,488 | - | - | - | - | | - | 0.0% |
| 001.362.000.40 | RENTALS -EQUIPMENT/VEHICLE | 33,900 | - | - | - | - | | - | 0.0% |
| 001.362.000.41 | RENTALS - RV PARK | 27,127 | - | - | - | - | | - | 0.0% |
| 001.362.000.42 | FIELD RENTALS | 1,010 | - | - | - | - | | - | 0.0% |
| 001.362.000.50 | SPACE RENTALS - PARKING SPACES | 19,425 | - | - | - | - | | - | 0.0% |
| 001.362.000.80 | SHOWER RENTALS - RV PARK | 587 | - | - | - | - | | - | 0.0% |
| 001.362.040.00 | SPACE & FACILITIES RENTALS | - | 34,560 | 35,100 | 35,100 | 33,340 | | 33,340 | -5.0% |
| 001.362.040.01 | SPACE RENTALS - RV PARK | - | 24,491 | 21,000 | 21,000 | 22,640 | | 22,640 | 7.8% |
| 001.362.040.02 | FIELD RENTALS | - | 1,280 | 900 | 900 | 1,000 | | 1,000 | 11.1% |

| FUND: | | 001 - GENERAL FUND | | | | REVENUES | | | |
|-----------------------------------|--------------------------------------|--------------------|---------------|----------------------|---------------------|----------------|---------------|----------------------------|--------------------|
| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
| 001.362.050.00 | SPACE & FACILITIES LEASES(L/T) | - | 19,099 | 23,000 | 23,000 | 19,070 | | 19,070 | -17.1% |
| 001.362.050.02 | RV PARK LEASES (L/T) | - | - | - | 8,000 | 8,000 | | 8,000 | 0.0% |
| 001.362.080.00 | CONCESSION PROCEEDS | - | 556 | 600 | 600 | 570 | | 570 | -5.0% |
| 001.362.080.01 | CONCESSION PROCEEDS/POOL | - | 2,952 | 500 | 500 | 3,570 | | 3,570 | 614.0% |
| 001.362.080.02 | CONCESSION PROCEEDS/REC | - | 57 | 500 | 500 | 30 | | 30 | -94.0% |
| 001.362.080.03 | CONCESSION PROCEEDS/COMMISSIONS | - | 465 | - | - | 350 | | 350 | 0.0% |
| 001.362.090.00 | OTHER RENTS & USE CHARGES | - | 150 | 500 | 500 | 300 | | 300 | -40.0% |
| Total Rents and Leases | | 91,837 | 83,760 | 82,100 | 90,100 | 89,020 | - | 89,020 | -1.2% |
| Other Misc. Revenues | | | | | | | | | |
| 001.367.000.00 | PRIVATE GRANTS & DONATIONS | 6,300 | - | - | - | - | | - | 0.0% |
| 001.367.000.01 | CHEHALIS FOUNDATION DONATION | 80,000 | 6,894 | - | - | - | | - | 0.0% |
| 001.367.011.21 | DONATIONS - POLICE DEPT | 2,000 | - | - | - | - | | - | 0.0% |
| 001.367.011.76 | DONATIONS FOR FACILITIES | 11,288 | 31,749 | - | 21,560 | - | | - | -100.0% |
| 001.367.011.79 | DONATION-OTHER CULTURE & RECREATION | 20,265 | 16,993 | - | - | - | | - | 0.0% |
| 001.367.011.K9 | DONATIONS - CHE POLICE OFFICER ASSOC | 3,500 | - | - | - | - | | - | 0.0% |
| 001.369.010.00 | SALE OF SCRAP OR JUNK | 444 | 1,538 | 10 | 10 | 10 | | 10 | 0.0% |
| 001.369.020.00 | UNCLAIMED PROPERTY & PROCEEDS | 1,320 | 1,093 | 500 | 500 | 500 | | 500 | 0.0% |
| 001.369.030.00 | CONFISC & FORFEIT - DRUGS/UNET | 20,701 | 32,100 | 10,000 | 20,853 | 10,000 | | 10,000 | -52.0% |
| 001.369.040.00 | OTHER JUDGEMENTS & SETTLEMENTS | 809 | 407 | 400 | 400 | 400 | | 400 | 0.0% |
| 001.369.040.01 | POLICE DEPT MEDICAL REIMB | 84 | 196 | 250 | 250 | 250 | | 250 | 0.0% |
| 001.369.080.00 | CASH OVERRAGES/SHORTAGES | 10 | 1 | - | - | - | | - | 0.0% |
| 001.369.090.00 | OTHER - NSF CHECKS | - | - | 175 | 175 | 175 | | 175 | 0.0% |
| 001.369.091.00 | MISCELLANEOUS INCOME (NON-TAX) | 1,230 | 1,250 | 18,050 | 18,050 | 18,050 | | 18,050 | 0.0% |
| Total Other Misc. Revenues | | 147,951 | 92,221 | 29,385 | 61,798 | 29,385 | - | 29,385 | -52.4% |
| Agency Deposits | | | | | | | | | |
| 001.386.000.83 | DUE TO STATE - TRAUMA CARE | 2,192 | - | - | - | - | | - | 0.0% |

| FUND: | | 001 - GENERAL FUND | | | | REVENUES | | | |
|---|--|--------------------|---------------|----------------------|---------------------|----------------|---------------|----------------------------|--------------------|
| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
| 001.386.083.00 | TRAUMA CARE | 685 | - | - | - | - | - | - | 0.0% |
| 001.386.097.00 | JUDICIAL INFORMATION SYS | 27 | - | - | - | - | - | - | 0.0% |
| 001.386.099.00 | SCHOOL ZONE SAFETY | 227 | - | - | - | - | - | - | 0.0% |
| 001.389.010.00 | FIREWORK STAND DEPOSITS | 800 | 600 | 500 | 500 | - | - | - | -100.0% |
| 001.389.030.00 | DUE TO OTHER GOVT UNIT-BKG INV | 420 | 312 | - | - | - | - | - | 0.0% |
| 001.389.030.04 | DUE TO STATE - SALES TAX | 7,913 | 10,614 | 9,665 | 9,665 | 11,665 | - | 11,665 | 20.7% |
| 001.389.030.06 | DUE TO STATE - LET | - | - | 9,500 | 10,530 | 1,030 | - | 1,030 | -90.2% |
| 001.389.030.10 | DUE TO STATE - AUTO THEFT PREVENTION | 3,121 | 2,257 | 2,265 | 2,265 | 2,265 | - | 2,265 | 0.0% |
| 001.389.030.11 | DUE TO STATE-ACCESSCOMMMULTITRANS | 185 | 265 | 240 | 240 | 240 | - | 240 | 0.0% |
| 001.389.030.12 | DUE TO OTHER GOVT UNIT - CRIME VICTIMS | 2,484 | 1,924 | 2,035 | 2,035 | 2,035 | - | 2,035 | 0.0% |
| 001.389.030.14 | DUE TO STATE - HOTEL/MOTEL TAX | 542 | 490 | 540 | 540 | 540 | - | 540 | 0.0% |
| 001.389.030.24 | DUE TO STATE - ST BLDG CODE FEES | 324 | 276 | 100 | 100 | 100 | - | 100 | 0.0% |
| 001.389.030.83 | DUE TO STATE - TRAUMA CARE | - | 1,587 | 1,815 | 1,815 | 1,590 | - | 1,590 | -12.4% |
| 001.389.030.90 | DUE TO STATE - DOMESTIC VIOLENCE PREV | 15 | 1 | 325 | 325 | 325 | - | 325 | 0.0% |
| 001.389.030.91 | DUE TO STATE - STATE REMIT - COURT | 59,074 | 43,018 | 45,500 | 45,500 | 45,500 | - | 45,500 | 0.0% |
| 001.389.030.92 | DUE TO STATE - PSEA | 28,088 | 20,356 | 21,500 | 21,500 | 21,500 | - | 21,500 | 0.0% |
| 001.389.030.94 | DUE TO STATE - HWY SAFETY | 669 | 567 | 600 | 600 | 600 | - | 600 | 0.0% |
| 001.389.030.96 | DUE TO STATE - LAB/BLOOD BREATH | 3,204 | 2,402 | 2,650 | 2,650 | 2,650 | - | 2,650 | 0.0% |
| 001.389.030.97 | DUE TO STATE - JIS | 16,607 | 12,809 | 13,976 | 13,976 | 13,500 | - | 13,500 | -3.4% |
| 001.389.030.98 | DUE TO STATE - DNA DATABASE ACCOUNT | - | - | - | - | - | - | - | 0.0% |
| 001.389.030.99 | DUE TO STATE - SCHOOL ZONE SAFETY | 1,414 | 843 | 1,065 | 1,065 | 865 | - | 865 | -18.8% |
| Total Agency Deposits | | 127,991 | 98,321 | 112,276 | 113,306 | 104,405 | - | 104,405 | -7.9% |
| Proceeds from Disposal of Assets | | | | | | | | | |
| 001.395.010.00 | PROCEEDS FROM SALES OF CAP ASSETS | - | 1,433 | - | 5,310 | - | - | - | -100.0% |
| 001.395.010.K9 | PROCEEDS FROM SALES OF CAP ASSETS | 4,635 | - | - | - | - | - | - | 0.0% |
| 001.395.020.00 | INS RECOVERY - CAPITAL ASSETS | 4,152 | - | - | - | - | - | - | 0.0% |
| 001.395.020.04 | INSURANCE RECOVERIES - STREETS | - | - | - | 4,274 | - | - | - | -100.0% |

| FUND: | | 001 - GENERAL FUND | | | | REVENUES | | | |
|--|------------------------|----------------------|----------------------|----------------------|----------------------|----------------------|------------------|----------------------------|--------------------|
| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
| Total Proceeds from Disposal of Assets | | 8,787 | 1,433 | - | 9,584 | - | - | - | -100.0% |
| Transfers In | | | | | | | | | |
| 001.397.000.04 | TRANSFER IN - FUND 004 | - | - | - | - | - | 80,000 | 80,000 | 0.0% |
| 001.397.000.46 | TRANSFER IN - FUND 406 | 18,000 | - | - | - | - | - | - | 0.0% |
| Total Transfers In | | 18,000 | - | - | - | - | 80,000 | 80,000 | 0.0% |
| TOTAL REVENUES | | \$ 9,024,106 | \$ 10,149,625 | \$ 9,426,997 | \$ 9,329,852 | \$ 9,742,242 | \$ 80,000 | \$ 9,822,242 | 5.3% |
| BEGINNING CASH, JANUARY 1 | | 1,512,139 | 1,137,916 | 1,292,910 | 2,041,941 | 969,625 | - | 969,625 | -52.5% |
| TOTAL REVENUE APPROPRIATION | | \$ 10,536,245 | \$ 11,287,541 | \$ 10,719,907 | \$ 11,371,793 | \$ 10,711,867 | \$ 80,000 | \$ 10,791,867 | -5.1% |

CITY COUNCIL General Fund 001 Department B1

Mission and Responsibilities:

The City Council is the legislative branch of city government. The seven Councilors, who select the Mayor from among themselves, are the city's only elected officials. Together they develop the goals and policies necessary to identify the municipal services and the projects needed move the City toward the vision of the community's future within the limited budgetary resources available. The Council appoints a City Manager who is responsible for implementing the City Council's policy direction and manage the daily operations of the municipal organization consistent with the City Council's direction.

Legislative decisions are made by the City Council by passing ordinances, adopting resolutions, awarding contracts, approving intergovernmental agreements, and adopting an annual budget. The Council meets twice a month to hold public hearings, take formal actions, and holds informal work sessions when needed. City Council committees also meet as needed to address more complex issues in detail and provide recommendations to the entire City Council for action. Councilors also represent the city on local and regional intergovernmental groups and organizations. In addition to the City Manager, the City Council appoints the Planning Commission and various other citizen advisory committees.

2018 Accomplishments:

- Established a Strategic Plan and Participated in Semi-Annual Planning Workshops
- Continued to maintain the fiscal viability of the city
- Continued to support efforts to advance a regional solution to flooding in the Chehalis Basin
- Reviewed and Approved a Preliminary Annexation Plan
- Reviewed and Approved a Commercial Development Master Plan for Airport property
- Established a Committee to address options for 9-1-1 Dispatch
- Approved collective bargaining agreements with the City's Police Guild and the International Association of Fire Fighters, Local 2510.
- Continued to invest in repairs to the Fire Station to address deferred maintenance and explored options for a new fire station that will meet current standards for essential service buildings
- Approved the 90% Design Documents for the improvements to Recreation Park which have been submitted as a part of state grant applications
- Continued working cooperatively and building relationships with local fire authorities and other fire districts in Lewis County

2019 Goals and Objectives:

- Continue to work together with partner agencies to address regional flood issues
- Continue to improve street maintenance in the city and partner with other agencies using Transportation Benefit District funding to complete large street projects and improvements
- Continue to work with local fire districts and authorities to explore opportunities for cooperation
- Provide policy support and direction related to the implementation of the City's Strategic Plan
- Evaluate the grant funding available for Recreation Park improvements and identify funding opportunities
- Continue to explore options for improving 9-1-1 dispatch services in the City and surrounding areas in cooperation with the Riverside Fire Authority and the City of Centralia, as well as Lewis County.

Significant Changes in 2019:

Expenses related to Strategic Planning and the City's membership in AWC were moved from Non-Departmental to the City Council Budget.

CITY COUNCIL EXPENDITURE SUMMARY

| City Council Department | | | 2018 | 2018 | 2019 | % Change |
|--------------------------------------|------------------|------------------|------------------|------------------|------------------|--------------|
| Primary Cost Summary | 2016 Actual | 2017 Actual | Original Budget | Amended Budget | Proposed Budget | 2018-2019 |
| Salary & Wages | \$ 9,000 | \$ 9,000 | \$ 9,000 | \$ 9,000 | \$ 9,000 | 0.0% |
| Benefits | 92,508 | 96,033 | 96,000 | 96,000 | 99,327 | 3.5% |
| Supplies | 1,363 | 2,824 | 2,400 | 2,400 | 2,400 | 0.0% |
| Services | 17,725 | 4,938 | 9,310 | 9,660 | 26,660 | 176.0% |
| Total Expenditures | 120,596 | 112,795 | 116,710 | 117,060 | 137,387 | 17.4% |
| Interfund Charges | (42,786) | (50,962) | (24,346) | (39,562) | (39,562) | 0.0% |
| Net Expenditures | 77,810 | 61,833 | 92,364 | 77,498 | 97,825 | 26.2% |
| Funding from General Revenues | \$ 77,810 | \$ 61,833 | \$ 92,364 | \$ 77,498 | \$ 97,825 | 26.2% |

Highlights of Program Budget Changes

\$17,000 - Annual Strategic Planning \$12,000 and Annual AWC Board Membership \$5,000 moved from Non-departmental section to City Council section.

| | | |
|--------------------|---------------------------|---------------------|
| FUND: | 001 - GENERAL FUND | EXPENDITURES |
| DEPARTMENT: | B1 - CITY COUNCIL | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | %Change 2018-2019 |
|--|------------------------------------|------------------|------------------|----------------------|---------------------|------------------|---------------|----------------------------|-------------------|
| EXPENDITURES | | | | | | | | | |
| Council Services | | | | | | | | | |
| 001.B1.511.060.11.00 | SALARIES AND WAGES | \$ 9,000 | \$ 9,000 | \$ 9,000 | \$ 9,000 | \$ 9,000 | | \$ 9,000 | 0.0% |
| 001.B1.511.060.21.00 | PERSONNEL BENEFITS | 92,508 | 96,033 | 96,000 | 96,000 | 99,327 | | 99,327 | 3.5% |
| 001.B1.511.060.31.00 | OFFICE & OPERATING SUPPLIES | 1,363 | 2,824 | 2,400 | 2,400 | 2,400 | | 2,400 | 0.0% |
| 001.B1.511.060.41.00 | PROFESSIONAL SERVICES | 12,183 | - | - | - | | | - | 0.0% |
| 001.B1.511.060.42.00 | COMMUNICATIONS | 80 | 594 | 300 | 650 | 650 | | 650 | 0.0% |
| 001.B1.511.060.43.00 | TRAVEL/HOTEL/PER DIEMS | - | - | 1,000 | 1,000 | 1,000 | | 1,000 | 0.0% |
| 001.B1.511.060.45.00 | RENTALS | - | - | 1,400 | 1,400 | 1,400 | | 1,400 | 0.0% |
| 001.B1.511.060.46.00 | INSURANCE | 848 | 1,024 | 1,200 | 1,200 | 1,200 | | 1,200 | 0.0% |
| 001.B1.511.060.48.00 | REPAIR & MAINT- FACILITIES | 3,382 | 2,974 | 3,410 | 3,410 | 3,410 | | 3,410 | 0.0% |
| 001.B1.511.060.49.00 | MISCELLANEOUS | 334 | 346 | 2,000 | 2,000 | 2,000 | | 2,000 | 0.0% |
| 001.B1.513.060.41.00 | PROF SERVICES - STRATEGIC PLANNING | - | - | - | - | 12,000 | | 12,000 | 0.0% |
| 001.B1.511.064.43.00 | TRAVEL/HOTEL/PER DIEMS | 507 | - | - | - | - | | - | 0.0% |
| 001.B1.511.064.49.00 | MISCELLANEOUS | 391 | - | - | - | - | | - | 0.0% |
| Total Council Services | | 120,596 | 112,795 | 116,710 | 117,060 | 132,387 | - | 132,387 | 13.1% |
| Boards/Memberships | | | | | | | | | |
| 001.B1.519.020.49.02 | MEMBERSHIP DUES - AWC | - | - | - | - | 5,000 | | 5,000 | 0.0% |
| Total Boards/Memberships | | - | - | - | - | 5,000 | - | 5,000 | 0.0% |
| Council Contra Expenditures | | | | | | | | | |
| 001.B1.511.069.1C.00 | WAGE CONTRA EXP | (3,306) | (4,066) | (1,800) | (3,063) | (3,063) | | (3,063) | 0.0% |
| 001.B1.511.069.2C.00 | BENEFIT CONTRA EXP | (32,940) | (43,389) | (17,800) | (32,543) | (32,543) | | (32,543) | 0.0% |
| 001.B1.511.069.3C.00 | SUPPLIES CONTRA EXP | (477) | (1,276) | (285) | (745) | (745) | | (745) | 0.0% |
| 001.B1.511.069.4C.00 | SERVICES CONTRA EXP | (6,063) | (2,231) | (4,461) | (3,211) | (3,211) | | (3,211) | 0.0% |
| Total Council Contra Expenditures | | (42,786) | (50,962) | (24,346) | (39,562) | (39,562) | - | (39,562) | 0.0% |
| TOTAL CITY COUNCIL | | \$ 77,810 | \$ 61,833 | \$ 92,364 | \$ 77,498 | \$ 97,825 | \$ - | \$ 97,825 | 26.2% |

This Page Intentionally Left Blank

LEGAL SERVICES
General Fund 001 Department F1

Employees:

The services of the City Attorney are provided through a contract with Hillier, Scheibmeir & Kelly, so there are no employees associated with this activity.

Mission and Responsibilities:

The City Attorney provides legal counsel and advice to the City Council, staff, advisory boards, and commissioners on legal matters pertaining to the business of the City. In addition, the City Attorney represents the City of Chehalis in actions brought by or against the City or its officials acting in their official capacity. The appointment of special attorneys is also an option when circumstances require specialized expertise. The City Attorney also provides preparation assistance and legal review of agreements, ordinances, resolutions, and various other documents for legal sufficiency.

Significant Changes 2019:

In previous years, the contract for legal services was included with the City Manager’s budget. It is now represented as its own activity to acknowledge the distinct role of the City Attorney.

LEGAL SERVICE DEPARTMENT EXPENDITURE SUMMARY

| Legal Service Department Primary Cost Summary | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Proposed Budget | % Change 2018-2019 |
|--|-------------|-------------|----------------------------|---------------------------|----------------------------|-----------------------|
| Services | \$ - | \$ - | \$ - | \$ - | \$ 110,000 | 0.0% |
| Total Expenditures | - | - | - | - | 110,000 | 0.0% |
| Interfund Charges | - | - | - | - | (35,367) | 0.0% |
| Net Expenditures | - | - | - | - | 74,633 | 0.0% |
| Funding from General Revenues | \$ - | \$ - | \$ - | \$ - | \$ 74,633 | 0.0% |

Highlights of Significant Program Budget Changes

\$74,650 - Legal service section is moved from City Manager section starting 2019.

| | | |
|--------------------|---------------------------|---------------------|
| FUND: | GENERAL FUND | EXPENDITURES |
| DEPARTMENT: | F1 - LEGAL SERVICE | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|---|------------------------------------|-------------|-------------|----------------------|---------------------|------------------|---------------|----------------------------|--------------------|
| EXPENDITURES | | | | | | | | | |
| Legal Services | | | | | | | | | |
| 001.F1.515.030.31.00 | OFFICE & OPERATING SUPPLIES | \$ - | \$ - | \$ - | \$ - | \$ - | | \$ - | 0.0% |
| 001.F1.515.030.41.00 | PROF SERVICES - GENERAL SERVICES | - | - | - | - | 102,500 | | 102,500 | 0.0% |
| 001.F1.515.030.41.31 | PROF SERVICES - SUPPORT SERVICES | - | - | - | - | 2,500 | | 2,500 | 0.0% |
| 001.F1.515.030.41.32 | PROF SERVICES - LITIGATION/SPECIAL | - | - | - | - | 5,000 | | 5,000 | 0.0% |
| Total Legal Services | | - | - | - | - | 110,000 | - | 110,000 | 0.0% |
| Legal Services Contra Expenditures | | | | | | | | | |
| 001.F1.515.039.3C.00 | SUPPLIES CONTRA EXP | - | - | - | - | (429) | | (429) | 0.0% |
| 001.F1.515.039.4C.00 | SERVICES CONTRA EXP | - | - | - | - | (34,938) | | (34,938) | 0.0% |
| Total Legal Services Contra Expenditures | | - | - | - | - | (35,367) | - | (35,367) | 0.0% |
| TOTAL LEGAL SERVICE | | \$ - | \$ - | \$ - | \$ - | \$ 74,633 | \$ - | \$ 74,633 | 0.0% |

**CITY MANAGER
General Fund 001 Department D1**

Employees:

| Department / Classification | 2016 Actual | 2017 Actual | 2018 Adopted | 2018 Amended Budget | 2019 Proposed Budget | Change from 2018 Amended to 2019 Budget |
|---|----------------|----------------|-----------------|---------------------------|----------------------------|---|
| CITY MANAGER | | | | | | |
| City Manager | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Administrative Assistant | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Total City Manager Employees (FTE) | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 0.00 |

Mission and Responsibilities:

The City Manager is appointed by the City Council and is the City's chief executive officer. The City Manager is responsible for implementing the City Council's goals and policies effectively. The mission of the City Manager is to provide professional, cost effective, and responsive municipal services to the City Council, City residents and businesses. As the chief executive officer of the City, the City Manager is responsible for identifying options and providing analysis and recommendations about policy issues; submitting a proposed annual budget; reporting on the City's financial condition; implementing administrative policies and processes, while establishing effective working relationships with community groups and other government entities.

The City Manager supervises department directors and is responsible for all administrative functions of the City; represents the City on numerous intergovernmental committees and public-private projects; conducts research and analysis at the request of the City Council; reviews and approves council meeting agenda reports prepared by the administration; serves as the primary administrative contact for the news media; prepares information reports about City activities as needed; and respond to citizen inquiries, questions, and concerns.

2018 Accomplishments:

- Introduced Strategic Planning Process that led to the development of a specific City mission statement, identification of the City's values, and three-year goals
- Started the process of developing multi-year maintenance plans to maintain facilities and establish reserve funds for future replacement needs
- Initiated the Stan Hedwall Sewer Connection Project that was approved by the City Council and completed by the Wastewater Division, Parks and Facilities Division and Community Development
- Facilitated the development of a commercial development master plan for airport, working with the Airport and Community Development
- Advanced the development of a property annexation plan accepted by the City Council
- Provided responsible recommendations to the City Council, including those related to collective bargaining, advancing economic development at the airport, and addressing regional issues

2019 Goals and Objectives:

- Continue Strategic Planning Process in partnership with the City Council

- Monitor Economic and Revenue Trends for short and long-term impacts on the City’s Budget
- Identify opportunities for succession planning, including training for current members of the staff
- Develop a plan for a Chehalis Beautification Committee, consistent with the Strategic Plan
- Continue to work closely with the Chehalis Community Renaissance Team and the Chehalis Foundation, as well as other community partners, to accomplish projects beyond the City’s scope and financial capabilities
- Continue to lead the professional development of the organization
- Work with the staff to develop and/or refine multi-year capital improvement work plans to improve long-term maintenance of streets and facilities
- Continue the work to identify a path toward improved 9-1-1 Dispatch Services with the leadership of the City’s Police and Fire Chiefs, as well the City of Centralia and the Riverside Fire Authority
- Working with the Fire Chief, present a site for a potential new fire station
- Work with the Community Development staff to proceed with the 2018 annexation plan consistent with City Council

Significant Changes 2019:

The costs associated with the City Attorney were moved to a separate, distinct fund.

CITY MANAGER DEPARTMENT EXPENDITURE SUMMARY

| City Manager Department Primary Cost Summary | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Proposed Budget | % Change 2018-2019 |
|---|-------------------|-------------------|----------------------------|---------------------------|----------------------------|-----------------------|
| Salaries & Wages | \$ 215,734 | \$ 180,597 | \$ 192,700 | \$ 192,700 | \$ 191,071 | -0.8% |
| Benefits | 78,098 | 64,670 | 69,500 | 69,500 | 78,850 | 13.5% |
| Supplies | 4,775 | 5,679 | 4,150 | 4,150 | 1,850 | -55.4% |
| Services & Charges | 141,043 | 175,185 | 125,705 | 127,455 | 14,955 | -88.3% |
| Total Expenditures | 439,650 | 426,131 | 392,055 | 393,805 | 286,726 | -27.2% |
| Interfund Charges | (159,766) | (192,532) | (116,493) | (131,465) | (96,098) | -26.9% |
| Net Expenditures | 279,884 | 233,599 | 275,562 | 262,340 | 190,628 | -27.3% |
| Funding from General Revenues | \$ 279,884 | \$ 233,599 | \$ 275,562 | \$ 262,340 | \$ 190,628 | -27.3% |

Highlights of Program Budget Changes

\$90,791 - Legal service section \$114,800 less interfund charges (contra expense) -\$35,367 moved from City Manager section to a separate Legal Services section.

| | | |
|--------------------|---------------------------|---------------------|
| FUND: | 001 - GENERAL FUND | EXPENDITURES |
| DEPARTMENT: | D1 - CITY MANAGER | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|---|-------------------------------|------------------|------------------|----------------------|---------------------|-----------------|---------------|----------------------------|--------------------|
| EXPENDITURES | | | | | | | | | |
| Administration | | | | | | | | | |
| 001.D1.513.010.11.00 | SALARIES AND WAGES | \$ 181,120 | \$ 139,005 | \$ 144,200 | \$ 144,200 | \$ 148,521 | | \$ 148,521 | 3.0% |
| 001.D1.513.010.11.02 | SALARIES AND WAGES | 34,614 | 41,592 | 48,500 | 48,500 | 42,550 | | 42,550 | -12.3% |
| 001.D1.513.010.21.00 | PERSONNEL BENEFITS | 51,010 | 42,337 | 43,000 | 43,000 | 53,435 | | 53,435 | 24.3% |
| 001.D1.513.010.21.01 | PERSONNEL BENEFITS-CAR ALLOW | 6,000 | 6,000 | 6,000 | 6,000 | 6,000 | | 6,000 | 0.0% |
| 001.D1.513.010.21.02 | PERSONNEL BENEFITS | 21,088 | 16,333 | 20,500 | 20,500 | 19,415 | | 19,415 | -5.3% |
| 001.D1.513.010.31.00 | OFFICE & OPERATING SUPPLIES | 1,429 | 1,797 | 1,850 | 1,850 | 1,850 | | 1,850 | 0.0% |
| 001.D1.513.010.35.00 | SMALL TOOLS & MINOR EQUIPMENT | 1,350 | 1,432 | - | - | - | | - | 0.0% |
| 001.D1.513.010.41.00 | PROFESSIONAL SERVICES | 26,798 | 57,657 | - | - | - | | - | 0.0% |
| 001.D1.513.010.42.00 | COMMUNICATIONS | 2,205 | 3,926 | 2,400 | 4,150 | 4,150 | | 4,150 | 0.0% |
| 001.D1.513.010.43.00 | TRAVEL/HOTEL/PER DIEMS | - | 965 | 1,400 | 1,400 | 1,400 | | 1,400 | 0.0% |
| 001.D1.513.014.43.00 | TRAVEL/HOTEL/PER DIEMS | 213 | - | - | - | - | | - | 0.0% |
| 001.D1.513.010.44.00 | ADVERTISING | 227 | 326 | - | - | - | | - | 0.0% |
| 001.D1.513.010.45.00 | RENTALS | - | - | 1,400 | 1,400 | 1,400 | | 1,400 | 0.0% |
| 001.D1.513.010.46.00 | INSURANCE | 3,023 | 3,526 | 4,055 | 4,055 | 4,055 | | 4,055 | 0.0% |
| 001.D1.513.010.48.00 | REPAIR & MAINT- FACILITIES | 1,141 | 905 | 800 | 800 | 800 | | 800 | 0.0% |
| 001.D1.513.010.49.00 | MISCELLANEOUS | 1,594 | 3,237 | 3,150 | 3,150 | 3,150 | | 3,150 | 0.0% |
| 001.D1.513.014.49.00 | MISCELLANEOUS | 84 | - | - | - | - | | - | 0.0% |
| Total Administration | | 331,896 | 319,038 | 277,255 | 279,005 | 286,726 | - | 286,726 | 2.8% |
| Administration Interfund Charges | | | | | | | | | |
| 001.D1.513.019.1C.00 | WAGE CONTRA EXP | (76,149) | (81,596) | (55,895) | (60,608) | (60,608) | | (60,608) | 0.0% |
| 001.D1.513.019.2C.00 | BENEFIT CONTRA EXP | (42,192) | (29,219) | (31,200) | (25,812) | (25,812) | | (25,812) | 0.0% |
| 001.D1.513.019.3C.00 | SUPPLIES CONTRA EXP | (15,670) | (2,566) | (420) | (371) | (371) | | (371) | 0.0% |
| 001.D1.513.019.4C.00 | SERVICES CONTRA EXP | (25,755) | (79,151) | (4,975) | (9,307) | (9,307) | | (9,307) | 0.0% |
| Total Administration Interfund Charges | | (159,766) | (192,532) | (92,490) | (96,098) | (96,098) | - | (96,098) | 0.0% |

| FUND: | | 001 - GENERAL FUND | | | | EXPENDITURES | | | |
|---|-----------------------------|--------------------|-------------------|----------------------|---------------------|-------------------|---------------|----------------------------|--------------------|
| DEPARTMENT: | | D1 - CITY MANAGER | | | | | | | |
| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
| Legal Services | | | | | | | | | |
| 001.D1.515.030.31.00 | OFFICE & OPERATING SUPPLIES | 1,996 | 2,450 | 2,300 | 2,300 | - | - | - | -100.0% |
| 001.D1.515.030.41.00 | PROFESSIONAL SERVICES | 105,758 | 104,643 | 112,500 | 112,500 | - | - | - | -100.0% |
| Total Legal Services | | 107,754 | 107,093 | 114,800 | 114,800 | - | - | - | -100.0% |
| Legal Services Contra Expenditures | | | | | | | | | |
| 001.D1.515.039.3C.00 | SUPPLIES CONTRA EXP | - | - | (422) | (429) | - | - | - | -100.0% |
| 001.D1.515.039.4C.00 | SERVICES CONTRA EXP | - | - | (23,581) | (34,938) | - | - | - | -100.0% |
| Total Legal Services Contra Expenditures | | - | - | (24,003) | (35,367) | - | - | - | -100.0% |
| TOTAL CITY MANAGER | | \$ 279,884 | \$ 233,599 | \$ 275,562 | \$ 262,340 | \$ 190,628 | \$ - | \$ 190,628 | -27.3% |

**CITY CLERK
General Fund 001 Department E4**

Employees:

| Department / Classification | 2016 Actual | 2017 Actual | 2018 Adopted | 2018 Amended Budget | 2019 Proposed Budget | Change from 2018 Amended to 2019 Budget |
|---|----------------|----------------|-----------------|---------------------------|----------------------------|---|
| CITY CLERK | | | | | | |
| City Clerk | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Total City Clerk Employees (FTE) | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |

Mission and Responsibilities:

The City Clerk’s office provides administrative support to the City Council; prepares City Council meeting agendas; and attends, transcribes, and records minutes of City Council proceedings. The City Clerk ensures the safe-keeping of all official City documents and records for storage in a central records center. The City Clerk is responsible for records retention and retrieval of City records and recorded information, acting as the City’s designated public records officer. The City Clerk maintains the Chehalis Municipal Code, carries out legal notices and recording requirements, and oversees the City website. The City Clerk is a member of and secretary to the Fireman’s Pension Board and is the City’s Title VI Coordinator.

2018 Accomplishments:

- Updated the City’s public disclosure ordinance
- Coordinated the closure of FEMA grants for events from 2007, 2009, and 2015
- Responded to 11 public records requests, which included numerous requests from one individual
- Transferred essential City records to secure location at the Washington State Archives Office

2019 Goals and Objectives:

- Maintain City records and filing of City documents and transfer essential records to Washington State Archives Office
- Create tracking system for agreement renewals, and insurance and reporting requirements
- Update the city’s Procurement Policy
- Coordinate required Open Government Training for City Council members and employees, and certain board/commission members

Significant Changes 2019:

Significant changes since the last fiscal year include increases for codification services from Code Publishing.

CITY CLERK DEPARTMENT EXPENDITURE SUMMARY

| City Clerk Department Primary Cost Summary | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Proposed Budget | % Change 2018-2019 |
|---|--------------------|--------------------|-------------------------------------|------------------------------------|-------------------------------------|-------------------------------|
| Salaries & Wages | \$ 62,490 | \$ 58,761 | \$ 65,405 | \$ 65,405 | \$ 69,744 | 6.6% |
| Benefits | 27,641 | 30,680 | 34,210 | 34,210 | 35,486 | 3.7% |
| Supplies | 961 | 1,210 | 1,600 | 1,600 | 1,600 | 0.0% |
| Services & Charges | 10,780 | 9,358 | 15,327 | 15,327 | 14,807 | -3.4% |
| Total Expenditures | 101,872 | 100,009 | 116,542 | 116,542 | 121,637 | 4.4% |
| Interfund Charges | (36,328) | (45,185) | (24,464) | (35,290) | (35,290) | 0.0% |
| Net Expenditures | 65,544 | 54,824 | 92,078 | 81,252 | 86,347 | 6.3% |
| Funding from General Revenues | \$ 65,544 | \$ 54,824 | \$ 92,078 | \$ 81,252 | \$ 86,347 | 6.3% |

| | | |
|--------------------|---------------------------|---------------------|
| FUND: | 001 - GENERAL FUND | EXPENDITURES |
| DEPARTMENT: | E4 - CITY CLERK | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|--|---------------------------------------|-----------------|-----------------|----------------------|---------------------|-----------------|---------------|----------------------------|--------------------|
| EXPENDITURES | | | | | | | | | |
| City Clerk General | | | | | | | | | |
| 001.E4.514.020.11.00 | SALARIES AND WAGES | \$ 62,490 | \$ 58,761 | \$ 65,405 | \$ 65,405 | \$ 69,744 | | \$ 69,744 | 6.6% |
| 001.E4.514.020.21.00 | PERSONNEL BENEFITS | 27,641 | 30,680 | 34,210 | 34,210 | 35,486 | | 35,486 | 3.7% |
| 001.E4.514.020.31.00 | OFFICE & OPERATING SUPPLIES | 911 | 1,210 | 1,500 | 1,500 | 1,500 | | 1,500 | 0.0% |
| 001.E4.514.020.32.00 | FUEL CONSUMED | 50 | - | 100 | 100 | 100 | | 100 | 0.0% |
| 001.E4.514.020.41.00 | PROFESSIONAL SERVICES | 3,354 | 1,919 | 2,500 | 2,500 | 2,500 | | 2,500 | 0.0% |
| 001.E4.514.020.42.00 | COMMUNICATIONS | 922 | 1,456 | 1,500 | 1,500 | 1,500 | | 1,500 | 0.0% |
| 001.E4.514.020.43.00 | TRAVEL/HOTEL/PER DIEMS | - | 157 | 200 | 200 | 200 | | 200 | 0.0% |
| 001.E4.514.020.44.00 | ADVERTISING | 2,074 | 1,419 | 1,500 | 1,500 | 1,500 | | 1,500 | 0.0% |
| 001.E4.514.020.45.00 | RENTALS | - | - | 1,400 | 1,400 | 1,400 | | 1,400 | 0.0% |
| 001.E4.514.020.46.00 | INSURANCE | 1,511 | 1,763 | 2,027 | 2,027 | 2,027 | | 2,027 | 0.0% |
| 001.E4.514.020.47.00 | PUBLIC UTILITY SERVICE | 63 | - | 100 | 100 | 500 | | 500 | 400.0% |
| 001.E4.514.020.48.00 | REPAIR & MAINT- FACILITIES | 648 | 318 | 2,350 | 2,350 | - | | - | -100.0% |
| 001.E4.514.020.48.02 | REPAIR & MAINT - IT SOFTWARE-HARDWARE | - | - | - | - | 1,000 | | 1,000 | 0.0% |
| 001.E4.514.020.49.00 | MISCELLANEOUS | 36 | 399 | 200 | 200 | 100 | | 100 | -50.0% |
| 001.E4.514.020.49.01 | REGISTRATION | - | - | - | - | 100 | | 100 | 0.0% |
| 001.E4.514.020.51.00 | INTERGOVT PROF SERVICES | 160 | 77 | 200 | 200 | 500 | | 500 | 150.0% |
| Total City Clerk General | | 99,860 | 98,159 | 113,192 | 113,192 | 118,157 | - | 118,157 | 4.4% |
| City Clerk Contrs General | | | | | | | | | |
| 001.E4.514.028.1C.00 | WAGE CONTRA EXP | (22,192) | (26,549) | (14,615) | (21,650) | (21,650) | | (21,650) | 0.0% |
| 001.E4.514.028.2C.00 | BENEFIT CONTRA EXP | (9,849) | (13,861) | (6,825) | (11,305) | (11,300) | | (11,300) | 0.0% |
| 001.E4.514.028.3C.00 | SUPPLIES CONTRA EXP | (343) | (547) | (324) | (129) | (130) | | (130) | 0.8% |
| 001.E4.514.028.4C.00 | SERVICES CONTRA EXP | (3,944) | (4,228) | (2,700) | (2,206) | (2,210) | | (2,210) | 0.2% |
| Total City Clerk Contrs General | | (36,328) | (45,185) | (24,464) | (35,290) | (35,290) | - | (35,290) | 0.0% |

| | | |
|--------------------|---------------------------|---------------------|
| FUND: | 001 - GENERAL FUND | EXPENDITURES |
| DEPARTMENT: | E4 - CITY CLERK | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|--|---------------------------------------|------------------|------------------|----------------------|---------------------|------------------|---------------|----------------------------|--------------------|
| City Clerk Website Management | | | | | | | | | |
| 001.E4.518.080.41.00 | PROFESSIONAL SERVICES | 162 | - | - | - | - | - | - | 0.0% |
| 001.E4.518.080.48.00 | REPAIR & MAINT- FACILITIES | 1,850 | 1,850 | 3,350 | 3,350 | - | - | - | -100.0% |
| 001.E4.518.080.48.02 | REPAIR & MAINT - IT SOFTWARE/HARDWARE | - | - | - | - | 3,480 | - | 3,480 | 0.0% |
| Total City Clerk Website Management | | 2,012 | 1,850 | 3,350 | 3,350 | 3,480 | - | 3,480 | 3.9% |
| TOTAL CITY CLERK | | \$ 65,544 | \$ 54,824 | \$ 92,078 | \$ 81,252 | \$ 86,347 | \$ - | \$ 86,347 | 6.3% |

HUMAN RESOURCES General Fund 001 Department G2

Employees:

| Department / Classification | 2016 Actual | 2017 Actual | 2018 Adopted | 2018 Amended Budget | 2019 Proposed Budget | Change from 2018 Amended to 2019 Budget |
|--|----------------|----------------|-----------------|---------------------------|----------------------------|---|
| HUMAN RESOURCES | | | | | | |
| Human Resources/Risk Manager | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Administrative Assistant* | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Human Resources Employees (FTE) | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |

Mission and Responsibilities:

The Human Resources Department strives to effectively administer the City's human resource programs by providing centralized, uniform personnel support in an environment of mutual trust and respect. The Human Resources Department performs complex technical and professional work in administering the employee benefits and personnel systems of the City including job classifications, compensation reviews, recruitment, labor relations and guidance to management regarding employee issues. The department also administers the City's risk management duties including loss control, liability, worker's compensation claims and employee safety.

2018 Accomplishments:

- Continued working with department heads to update position job descriptions
- Coordinated a variety of risk management activities
- Participated in annual audit by WCIA
- Managed liability claims
- Managed industrial insurance and return to work programs
- Coordinated annual hearing tests and flu shots for city employees
- Managed a significant number of complex personnel, leave and benefit issues
- Continued working with City Manager to update the employee personnel manual
- Successfully recruited for and filled numerous position vacancies throughout the city
- Participated in negotiating a Collective Bargaining Agreement with the Fire employees pending approval by union and City Council
- Worked with City Manager and department heads on succession planning needs and goals of each department

2019 Goals and Objectives:

- Continue to work with City Manager and department heads on succession planning needs and goals of each department
- Continue to update position job descriptions
- Manage workforce needs within budgetary constraints
- Plan for and implement requirements associated with health care reform acts

- Participate in annual audit by WCIA
- Continue working with City Manager to update the employee personnel manual
- Work with staff to develop an employee recognition program
- Develop and identify a Professional Development Program for managers and supervisors

Significant Changes 2019:

- Moved Wellness Program to HR Budget from Non-Department
- Increased Labor Negotiations contract services by \$4,500
- Included funds for a new desktop computer to replace one that is at the end of its productive life

HUMAN RESOURCES DEPARTMENT EXPENDITURE SUMMARY

| Human Resources Primary Cost Summary | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Proposed Budget | % Change 2018-2019 |
|--|------------------|------------------|----------------------------|---------------------------|----------------------------|-----------------------|
| Salaries & Wages | \$ 94,323 | \$ 80,802 | \$ 88,220 | \$ 88,580 | \$ 95,940 | 8.3% |
| Benefits | 30,539 | 31,311 | 35,535 | 35,610 | 36,850 | 3.5% |
| Supplies | 524 | 2,509 | 2,650 | 2,650 | 4,350 | 64.2% |
| Services | 4,123 | 5,356 | 23,036 | 25,386 | 28,615 | 12.7% |
| Total Expenditures | 129,509 | 119,978 | 149,441 | 152,226 | 165,755 | 8.9% |
| Interfund Charges | (54,119) | (37,194) | (45,031) | (41,477) | (41,477) | 0.0% |
| Net Expenditures | \$ 75,390 | \$ 82,784 | \$ 104,410 | \$ 110,749 | \$ 124,278 | 12.2% |
| Related Service Fees/Revenues | | | | | | |
| Grant reimbursement | 455 | 2,465 | - | - | - | 0.0% |
| Total Related Service Fees/Revenues | \$ 455 | \$ 2,465 | \$ - | \$ - | \$ - | 0.0% |
| Funding from General Revenues | \$ 74,935 | \$ 80,319 | \$ 104,410 | \$ 110,749 | \$ 124,278 | 12.2% |

| | | |
|--------------------|-----------------------------|---------------------|
| FUND: | 001 - GENERAL FUND | EXPENDITURES |
| DEPARTMENT: | G2 - HUMAN RESOURCES | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|---------------------------------------|-------------------------------|----------------|----------------|----------------------|---------------------|----------------|---------------|----------------------------|--------------------|
| EXPENDITURES - HUMAN RESOURCES | | | | | | | | | |
| Administration | | | | | | | | | |
| 001.G2.518.010.11.00 | SALARIES AND WAGES | \$ 94,323 | \$ 80,802 | \$ 88,220 | \$ 88,580 | \$ 95,940 | | \$ 95,940 | 8.3% |
| 001.G2.518.010.21.00 | PERSONNEL BENEFITS | 30,539 | 31,311 | 35,535 | 35,610 | 36,850 | | 36,850 | 3.5% |
| 001.G2.518.010.31.00 | OFFICE & OPERATING SUPPLIES | 501 | 2,412 | 1,500 | 1,500 | 1,500 | | 1,500 | 0.0% |
| 001.G2.518.010.31.04 | SUPPLIES - WELLNESS PROGRAM | - | - | - | - | 1,500 | | 1,500 | 0.0% |
| 001.G2.518.010.32.00 | FUEL CONSUMED | - | 97 | 150 | 150 | 150 | | 150 | 0.0% |
| 001.G2.518.010.35.00 | SMALL TOOLS & MINOR EQUIPMENT | - | - | 1,000 | 1,000 | 1,200 | | 1,200 | 20.0% |
| 001.G2.518.010.41.00 | PROFESSIONAL SERVICES | 134 | - | 15,500 | 15,500 | 20,000 | | 20,000 | 29.0% |
| 001.G2.518.010.42.00 | COMMUNICATIONS | 884 | 1,613 | 1,300 | 1,950 | 1,950 | | 1,950 | 0.0% |
| 001.G2.518.010.43.00 | TRAVEL/HOTEL/PER DIEM | - | 416 | 500 | 500 | 600 | | 600 | 20.0% |
| 001.G2.518.010.44.00 | ADVERTISING | - | - | 500 | 500 | 250 | | 250 | -50.0% |
| 001.G2.518.010.45.00 | RENTALS | - | - | 2,220 | 2,220 | 2,220 | | 2,220 | 0.0% |
| 001.G2.518.010.46.00 | INSURANCE | 1,376 | 1,680 | 1,616 | 1,616 | 1,625 | | 1,625 | 0.6% |
| 001.G2.518.010.47.00 | PUBLIC UTILITY SERVICE | 37 | 37 | - | - | 20 | | 20 | 0.0% |
| 001.G2.518.010.48.00 | REPAIR & MAINT- FACILITY | 243 | 135 | 200 | 200 | 200 | | 200 | 0.0% |
| 001.G2.518.010.49.00 | MISCELLANEOUS | - | 156 | - | 1,700 | 1,350 | | 1,350 | -20.6% |
| 001.G2.518.010.49.01 | REGISTRATION | 1,319 | 1,319 | 1,200 | 1,200 | 400 | | 400 | -66.7% |
| 001.G2.518.014.32.00 | FUEL CONSUMED | 23 | - | - | - | - | | - | 0.0% |
| 001.G2.518.014.43.00 | TRAVEL/HOTEL/PER DIEM | 55 | - | - | - | - | | - | 0.0% |
| 001.G2.518.014.49.00 | MISCELLANEOUS | 75 | - | - | - | - | | - | 0.0% |
| Total Administration | | 129,509 | 119,978 | 149,441 | 152,226 | 165,755 | - | 165,755 | 8.9% |

| FUND: | | 001 - GENERAL FUND | | | | EXPENDITURES | | | |
|----------------------------------|---------------------|----------------------|------------------|----------------------|---------------------|-------------------|---------------|----------------------------|--------------------|
| DEPARTMENT: | | G2 - HUMAN RESOURCES | | | | | | | |
| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
| Contra Expenditures | | | | | | | | | |
| 001.G2.518.019.1C.00 | WAGE CONTRA EXP | (40,284) | (25,049) | (26,740) | (27,665) | (27,665) | | (27,665) | 0.0% |
| 001.G2.518.019.2C.00 | BENEFIT CONTRA EXP | (12,190) | (9,707) | (10,045) | (10,671) | (10,671) | | (10,671) | 0.0% |
| 001.G2.518.019.3C.00 | SUPPLIES CONTRA EXP | (202) | (778) | (1,693) | (471) | (471) | | (471) | 0.0% |
| 001.G2.518.019.4C.00 | SERVICES CONTRA EXP | (1,443) | (1,660) | (6,553) | (2,670) | (2,670) | | (2,670) | 0.0% |
| Total Contra Expenditures | | (54,119) | (37,194) | (45,031) | (41,477) | (41,477) | - | (41,477) | 0.0% |
| TOTAL HUMAN RESOURCES | | \$ 75,390 | \$ 82,784 | \$ 104,410 | \$ 110,749 | \$ 124,278 | \$ - | \$ 124,278 | 12.2% |

FINANCE
General Fund 001 Department E1

Employees:

| Department / Classification | 2016 Actual | 2017 Actual | 2018 Adopted | 2018 | 2019 | Change from 2018 Amended to 2019 Budget |
|--------------------------------------|----------------|----------------|-----------------|-------------------|--------------------|---|
| | | | | Amended Budget | Proposed Budget | |
| FINANCE | | | | | | |
| Finance Manager | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Financial Analyst | 0.00 | 0.00 | 0.80 | 0.80 | 0.30 | -0.50 |
| Payroll Accountant | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Accounting Tech II | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Total Finance Employees (FTE) | 3.00 | 3.00 | 3.80 | 3.80 | 3.30 | -0.50 |

Mission and Responsibilities:

The Finance Department aims to provide high quality financial services and financial information to the City Council, the city administration and city departments, as well as external agencies and the public in a timely manner. The Finance Department prepares the city’s monthly, quarterly and annual financial statements and ensures that all mandatory annual audits are performed; prepares the annual budget; manages cash and investments; coordinates financial grant reporting efforts; processes receipts; issues payroll and vendor checks; and submits mandatory financial reports to external agencies. Additional analysis and information is also provided as needed.

2018 Accomplishments:

- New finance director hired in December 2017 after the retirement of finance manager in September 2017
- Improved monthly and quarterly financial report presentation to the City Council
- Published the city’s monthly and quarterly finance reports on the city’s website
- Improved efficiency for cash receipting and reconciliation procedure
- Submitted 2017 annual financial reporting packages to the State Auditor’s Office in timely manner
- Implemented new state mandated paid sick leave for part-time employees in to the city’s payroll system
- Increased investment earnings by actively investing the city’s temporary surplus cash in to the Local Government Investment Pool
- Initiated the processing of the retroactive payments due to the City’s Fire Fighters after City Council approval of a collective bargaining contract in October 2018

2019 Goals and Objectives:

- Maintain compliance with all financial reporting standards
- Continue monitoring budget and provide analysis of the city’s financial activities
- Provide excellent customer service to external and internal customers
- Work to achieve a “clean” audit of the city’s 2019 Financial Reports

- Prepare and submit the 2018 annual reports to the State Auditor’s Office in timely manner
- Expand paperless payment options such as ACH electronic payments for vendor payments and direct deposit for employee payroll payments
- Research and recommend a program to facilitate credit card or bank account payment options
- Procure and implement centralized cashiering system to standardize the city’s revenue receipting process and enhance accuracy, efficiency, accountability, and internal control
- Evaluate use of procurement card program
- Staff training on the city’s financial software including Budget Preparation module and General Ledger account maintenance
- Update & Implement policies and procedures for capital assets accounting and physical asset inventory and payroll procedures
- Draft and recommend financial policies including reserve policies to the City Manager
- Provide accurate and useful financial information to the city departments and assist them with budget monitoring
- Continue review of departmental procedures to increase efficiency

Significant Changes 2019:

A part-time Financial Analyst position budget is reduced from 0.8 FTE in 2018 to 0.3 FTE in 2019 which provides a budget reduction for this position of approximately \$51,490.

An annual State Auditor’s audit service fee is moved from the Non-Department department (G1) to the Finance department in 2019. 2019 budget for the state audit service is \$35,000.

Software maintenance and support cost budget includes \$6,500 non-recurring costs for special training financial software, focusing on budget module, financial reporting, and cashiering, which includes 4 days of on-site training from EDEN/Tyler specialists.

FINANCE DEPARTMENT EXPENDITURE SUMMARY

| Finance Department Primary Cost Summary | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Proposed Budget | % Change 2018-2109 |
|--|-------------------|-------------------|----------------------------|---------------------------|----------------------------|-----------------------|
| Salaries & Wages | \$ 199,150 | \$ 213,520 | \$ 279,918 | \$ 279,918 | \$ 261,557 | -6.6% |
| Benefits | 79,950 | 81,449 | 103,593 | 103,593 | 102,945 | -0.6% |
| Supplies | 5,341 | 6,237 | 6,150 | 6,150 | 6,150 | 0.0% |
| Services & Charges | 33,579 | 50,654 | 49,560 | 50,860 | 88,360 | 73.7% |
| Total Expenditures | 318,020 | 351,860 | 439,221 | 440,521 | 459,012 | 4.2% |
| Interfund Charges | (141,625) | (169,695) | (136,848) | (166,531) | (166,531) | 0.0% |
| Net Expenditures | 176,395 | 182,165 | 302,373 | 273,990 | 292,481 | 6.7% |
| Funding from General Revenues | \$ 176,395 | \$ 182,165 | \$ 302,373 | \$ 273,990 | \$ 292,481 | 6.7% |

Highlights of Significant Program Budget Changes

- \$51,490 - Reduced a part-time Financial Analyst budget from 0.8 FTE (\$77,490) to 0.28 FTE (\$26,000).
- \$35,000 - Annual state audit fee moved to Finance section from Non-departmental (G1) section.

| | | |
|--------------------|---------------------------|---------------------|
| FUND: | 001 - GENERAL FUND | EXPENDITURES |
| DEPARTMENT: | E1 - FINANCE | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|-----------------------------|---------------------------------------|----------------|----------------|----------------------|---------------------|----------------|---------------|----------------------------|--------------------|
| EXPENDITURES | | | | | | | | | |
| Administration | | | | | | | | | |
| 001.E1.514.023.11.00 | SALARIES AND WAGES | \$ 197,914 | \$ 197,425 | \$ 277,918 | \$ 277,918 | \$ 235,557 | | \$ 235,557 | -15.2% |
| 001.E1.514.023.11.05 | SALARIES AND WAGES - PT | - | 12,173 | - | - | 24,000 | | 24,000 | 0.0% |
| 001.E1.514.023.12.00 | OVERTIME | 1,236 | 3,922 | 2,000 | 2,000 | 2,000 | | 2,000 | 0.0% |
| 001.E1.514.023.21.00 | PERSONNEL BENEFITS | 79,950 | 80,474 | 103,593 | 103,593 | 100,945 | | 100,945 | -2.6% |
| 001.E1.514.023.21.05 | PERSONNEL BENEFITS - PT | - | 975 | - | - | 2,000 | | 2,000 | 0.0% |
| 001.E1.514.023.31.00 | OFFICE & OPERATING SUPPLIES | 4,213 | 5,480 | 5,650 | 5,650 | 5,650 | | 5,650 | 0.0% |
| 001.E1.514.024.32.00 | FUEL CONSUMED | 18 | - | - | - | - | | - | 0.0% |
| 001.E1.514.023.35.00 | SMALL TOOLS & MINOR EQUIPMENT | 1,110 | 757 | 500 | 500 | 500 | - | 500 | 0.0% |
| 001.E1.514.023.41.00 | PROFESSIONAL SERVICES | 41 | 10,136 | - | - | - | | - | 0.0% |
| 001.E1.514.023.42.00 | COMMUNICATIONS | 1,644 | 4,053 | 2,800 | 4,100 | 4,100 | | 4,100 | 0.0% |
| 001.E1.514.023.43.00 | TRAVEL/HOTEL/PER DIEMS | - | 118 | 25 | 25 | 1,275 | | 1,275 | 5000.0% |
| 001.E1.514.024.43.00 | TRAVEL/HOTEL/PER DIEMS | 104 | - | - | - | - | | - | 0.0% |
| 001.E1.514.023.44.00 | ADVERTISING | - | 330 | 150 | 150 | 330 | | 330 | 120.0% |
| 001.E1.514.023.45.00 | RENTALS | - | 904 | 1,640 | 1,640 | 1,640 | | 1,640 | 0.0% |
| 001.E1.514.023.46.00 | INSURANCE | 4,529 | 5,241 | 5,505 | 5,505 | 5,505 | | 5,505 | 0.0% |
| 001.E1.514.023.47.00 | PUBLIC UTILITY SERVICE | 47 | 195 | 480 | 480 | 300 | | 300 | -37.5% |
| 001.E1.514.023.48.00 | REPAIR & MAINT- FACILITIES | 26,171 | 29,012 | 35,000 | 35,000 | 1,000 | | 1,000 | -97.1% |
| 001.E1.514.023.48.02 | REPAIR & MAINT - IT SOFTWARE/HARDWARE | - | - | - | - | 30,000 | 6,500 | 36,500 | 0.0% |
| 001.E1.514.023.49.00 | MISCELLANEOUS | 323 | 665 | 3,000 | 3,000 | 960 | | 960 | -68.0% |
| 001.E1.514.023.49.01 | REGISTRATION | - | - | - | - | 1,250 | | 1,250 | 0.0% |
| 001.E1.514.023.49.02 | MEMBERSHIP DUES/SUBSCRIPTIONS | - | - | - | - | 500 | | 500 | 0.0% |
| 001.E1.514.023.41.50 | PROFESSIONAL SERVICES - AUDIT | - | - | - | - | 35,000 | | 35,000 | 0.0% |
| 001.E1.592.014.89.00 | INVESTMENT SERVICE FEES | 720 | - | 960 | 960 | - | | - | -100.0% |
| Total Administration | | 318,020 | 351,860 | 439,221 | 440,521 | 452,512 | 6,500 | 459,012 | 4.2% |

| | | |
|--------------------|---------------------------|---------------------|
| FUND: | 001 - GENERAL FUND | EXPENDITURES |
| DEPARTMENT: | E1 - FINANCE | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|--|---------------------|-------------------|-------------------|----------------------|---------------------|-------------------|-----------------|----------------------------|--------------------|
| Finance Contra Expenditures | | | | | | | | | |
| 001.E1.514.029.1C.00 | WAGE CONTRA EXP | (88,565) | (102,976) | (84,000) | (99,505) | (99,505) | | (99,505) | 0.0% |
| 001.E1.514.029.2C.00 | BENEFIT CONTRA EXP | (35,554) | (39,281) | (36,600) | (39,351) | (39,351) | | (39,351) | 0.0% |
| 001.E1.514.029.3C.00 | SUPPLIES CONTRA EXP | (2,450) | (3,008) | (2,901) | (1,501) | (1,501) | | (1,501) | 0.0% |
| 001.E1.514.029.4C.00 | SERVICES CONTRA EXP | (15,056) | (24,430) | (13,347) | (26,174) | (26,174) | | (26,174) | 0.0% |
| Total Finance Contra Expenditures | | (141,625) | (169,695) | (136,848) | (166,531) | (166,531) | - | (166,531) | 0.0% |
| TOTAL FINANCE | | \$ 176,395 | \$ 182,165 | \$ 302,373 | \$ 273,990 | \$ 285,981 | \$ 6,500 | \$ 292,481 | 6.7% |

MUNICIPAL COURT General Fund 001 Department C1

Employees:

| Department / Classification | 2016 Actual | 2017 Actual | 2018 Adopted | 2018 Amended Budget | 2019 Proposed Budget | Change from 2018 Amended to 2019 Budget |
|--|----------------|----------------|-----------------|---------------------------|----------------------------|---|
| MUNICIPAL COURT | | | | | | |
| Judge | 0.35 | 0.35 | 0.35 | 0.35 | 0.35 | 0.00 |
| Court Administrator | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Court Clerk | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Judicial Assistant /Sentence Monitor | 0.73 | 0.73 | 0.73 | 0.73 | 0.73 | 0.00 |
| Court Bailiff | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 | 0.00 |
| Total Municipal Court Employees (FTE) | 3.18 | 3.18 | 3.18 | 3.18 | 3.18 | 0.00 |

Mission and Responsibilities:

It is the responsibility of the municipal court to preserve the constitutional and legal rights of citizens charged with criminal/civil offenses within the jurisdiction of the court; to determine the sufficiency of evidence of such charges; and to impose sentences on convicted parties which will adequately punish criminals and deter them and others from such offenses in the future consistent with applicable laws. Municipal court provides exclusive original jurisdiction over alleged violations of all city ordinances; collects all fines and penalties arising from these violations; and processes and maintains all court related documents.

2018 Accomplishments:

- Created and implemented new jury management system
- Implemented policy and procedure to comply with state statutes to order DNA samples
- Continued staff training and development including security training for compliance with Supreme Court General Rule 36

2019 Goals and Objectives:

- Continue to monitor defendant legal financial obligations consistent with legal parameters established by State legislation (E2SHB 1783)
- Implement enhanced indigency screening for court appointed counsel and/or sentencing
- Develop a written language assistance plan (LAP) to provide a framework for the provision of interpreter services for non-English-speaking persons accessing the court system per RCW 2.43.090

Significant Changes 2018:

The Legal Financial Obligations (LFO) Bill – E2SHB 1783 eliminated the accrual of interest on criminal non-restitution LFOs and prioritized how restitution should be paid. Also, certain court costs are prohibited from being imposed on defendants who are indigent at the time of sentencing. The bill went into effect June 7, 2018.

MUNICIPAL COURT DEPARTMENT EXPENDITURE SUMMARY

| Municipal Court Department Primary Cost Summary | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Proposed Budget | % Changes |
|--|-------------------|-------------------|----------------------------|---------------------------|----------------------------|---------------|
| Salaries & Wages | \$ 201,968 | \$ 175,467 | \$ 190,967 | \$ 190,967 | \$ 194,146 | 1.7% |
| Benefits | 71,319 | 71,290 | 78,185 | 78,185 | 80,385 | 2.8% |
| Supplies | 2,512 | 2,998 | 4,800 | 4,800 | 7,832 | 63.2% |
| Services | 105,462 | 107,020 | 121,460 | 124,060 | 122,793 | -1.0% |
| Custodial Activity | 117,049 | 85,982 | 91,070 | 91,070 | 91,070 | 0.0% |
| Total Expenditures | \$ 498,310 | \$ 442,757 | \$ 486,482 | \$ 489,082 | \$ 496,226 | 1.5% |
| Service Related Fees/Revenues | | | | | | |
| Adult Probation | 22,668 | 16,311 | 18,720 | 18,720 | 17,480 | -6.6% |
| Electronic Monitoring - Prisoner | 4,837 | 6,153 | 18,000 | 18,000 | 6,240 | -65.3% |
| Pre-Conviction Supervision | 13,675 | 14,363 | 12,000 | 12,000 | 14,030 | 16.9% |
| Fines & Forfeiture | 137,191 | 108,172 | 140,685 | 140,685 | 119,990 | -14.7% |
| Interest Earnings | 19,317 | 15,188 | 14,000 | 14,000 | 15,350 | 9.6% |
| Agency Deposits | 117,992 | 86,029 | 91,971 | 91,971 | 91,070 | -1.0% |
| Other Misc. Service | 12,473 | 10,113 | 11,250 | 11,250 | 11,080 | -1.5% |
| Total Service Related Fees/Revenues | \$ 328,153 | \$ 256,329 | \$ 306,626 | \$ 306,626 | \$ 275,240 | -10.2% |
| Funding from General Revenues | \$ 170,157 | \$ 186,428 | \$ 179,856 | \$ 182,456 | \$ 220,986 | 21.1% |

| | | |
|--------------------|-----------------------------|---------------------|
| FUND: | 001 - GENERAL FUND | EXPENDITURES |
| DEPARTMENT: | C1 - MUNICIPAL COURT | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|---|---------------------------------------|----------------|----------------|----------------------|---------------------|----------------|---------------|----------------------------|--------------------|
| EXPENDITURES | | | | | | | | | |
| Municipal Court Administration | | | | | | | | | |
| 001.C1.512.050.11.00 | SALARIES AND WAGES | \$ 133,182 | \$ 101,910 | \$ 112,814 | \$ 112,814 | \$ 115,668 | | \$ 115,668 | 2.5% |
| 001.C1.512.050.12.00 | OVERTIME | - | 8 | 100 | 100 | 100 | | 100 | 0.0% |
| 001.C1.512.050.21.00 | PERSONNEL BENEFITS | 49,505 | 48,103 | 53,873 | 53,873 | 55,209 | | 55,209 | 2.5% |
| 001.C1.512.050.21.05 | PERSONNEL BENEFITS | 115 | - | - | - | - | | - | 0.0% |
| 001.C1.512.050.31.00 | OFFICE & OPERATING SUPPLIES | 2,512 | 2,947 | 3,150 | 3,150 | 3,150 | | 3,150 | 0.0% |
| 001.C1.512.050.32.00 | FUEL CONSUMED | - | 51 | 150 | 150 | 100 | | 100 | -33.3% |
| 001.C1.512.050.35.00 | SMALL TOOLS & MINOR EQUIPMENT | - | - | 1,500 | 1,500 | 1,500 | 3,082 | 4,582 | 205.5% |
| 001.C1.512.050.41.00 | PROFESSIONAL SERVICES | 8,453 | 8,912 | 8,900 | 8,900 | 8,200 | | 8,200 | -7.9% |
| 001.C1.512.050.41.28 | PROFESSIONAL SERVICES - INTERPRETER | - | - | - | - | 3,700 | | 3,700 | 0.0% |
| 001.C1.512.050.42.00 | COMMUNICATIONS | 2,994 | 5,585 | 3,200 | 5,800 | 5,800 | | 5,800 | 0.0% |
| 001.C1.512.050.43.00 | TRAVEL/HOTEL/PER DIEMS | 506 | 1,152 | 1,300 | 1,300 | 600 | | 600 | -53.8% |
| 001.C1.512.050.46.00 | INSURANCE | 5,030 | 5,868 | 6,220 | 6,220 | 6,311 | | 6,311 | 1.5% |
| 001.C1.512.050.47.00 | PUBLIC UTILITY SERVICE | 251 | 234 | 250 | 250 | 250 | | 250 | 0.0% |
| 001.C1.512.050.48.00 | REPAIR & MAINT- FACILITIES | 3,782 | 3,785 | 3,800 | 3,800 | 100 | - | 100 | -97.4% |
| 001.C1.512.050.48.01 | REPAIR & MAINT - EQUIPMENT | - | - | - | - | 3,357 | | 3,357 | 0.0% |
| 001.C1.512.050.48.02 | REPAIR & MAINT - IT SOFTWARE/HARDWARE | - | - | - | - | 300 | 650 | 950 | 0.0% |
| 001.C1.512.050.49.00 | MISCELLANEOUS | 4,316 | 4,864 | 7,090 | 7,090 | 1,785 | | 1,785 | -74.8% |
| 001.C1.512.050.49.01 | REGISTRATION | - | - | - | - | 350 | | 350 | 0.0% |
| 001.C1.512.050.49.02 | MEMBERSHIP DUES/SUBSCRIPTIONS | - | - | - | - | 690 | | 690 | 0.0% |
| 001.C1.512.050.53.00 | EXTERNAL TAXES & OPER ASSESS | - | 1 | - | - | - | | - | 0.0% |
| Total Municipal Court Administration | | 210,646 | 183,420 | 202,347 | 204,947 | 207,170 | 3,732 | 210,902 | 2.9% |

| | | |
|--------------------|-----------------------------|---------------------|
| FUND: | 001 - GENERAL FUND | EXPENDITURES |
| DEPARTMENT: | C1 - MUNICIPAL COURT | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|---|--------------------------------------|---------------|---------------|----------------------|---------------------|----------------|---------------|----------------------------|--------------------|
| Municipal Court Judges | | | | | | | | | |
| 001.C1.512.J50.11.00 | SALARIES AND WAGES | 41,772 | 41,772 | 43,445 | 43,445 | 41,772 | | 41,772 | -3.9% |
| 001.C1.512.J50.21.00 | PERSONNEL BENEFITS | 9,630 | 9,858 | 10,200 | 10,200 | 10,162 | | 10,162 | -0.4% |
| 001.C1.512.P50.11.00 | SALARIES AND WAGES | 825 | 1,175 | 1,300 | 1,300 | 1,300 | | 1,300 | 0.0% |
| 001.C1.512.P50.21.00 | PERSONNEL BENEFITS | 66 | 94 | 104 | 104 | 104 | | 104 | 0.0% |
| Total Municipal Court Judges | | 52,293 | 52,899 | 55,049 | 55,049 | 53,338 | - | 53,338 | -3.1% |
| Municipal Court Indigent Defense | | | | | | | | | |
| 001.C1.515.091.41.00 | PROFESSIONAL SERVICES | 79,638 | 75,800 | 90,000 | 90,000 | 90,000 | | 90,000 | 0.0% |
| Total Municipal Court Indigent Defense | | 79,638 | 75,800 | 90,000 | 90,000 | 90,000 | - | 90,000 | 0.0% |
| Municipal Court EHM | | | | | | | | | |
| 001.C1.523.020.11.05 | SALARIES AND WAGES - PT | 26,189 | 30,410 | 33,108 | 33,108 | 35,256 | | 35,256 | 6.5% |
| 001.C1.523.020.12.00 | OVERTIME | - | - | 200 | 200 | 50 | | 50 | -75.0% |
| 001.C1.523.020.12.05 | OVERTIME | - | 192 | - | - | - | | - | 0.0% |
| 001.C1.523.020.21.05 | PERSONNEL BENEFITS | 12,003 | 13,235 | 13,908 | 13,908 | 14,810 | | 14,810 | 6.5% |
| 001.C1.523.020.24.00 | UNIFORMS & CLOTHING | - | - | 100 | 100 | 100 | | 100 | 0.0% |
| 001.C1.523.020.41.00 | PROFESSIONAL SERVICES | 492 | 819 | 700 | 700 | - | | - | -100.0% |
| 001.C1.523.020.51.00 | INTERGOVT PROF SERVICES | - | - | - | - | 700 | | 700 | 0.0% |
| Total Municipal Court EHM | | 38,684 | 44,656 | 48,016 | 48,016 | 50,916 | - | 50,916 | 6.0% |
| Agency Disbursement | | | | | | | | | |
| 001.C1.589.030.00.10 | DUE TO STATE - AUTO THEFT PREV | 3,120 | 2,257 | 2,265 | 2,265 | 2,265 | | 2,265 | 0.0% |
| 001.C1.589.030.00.11 | DUE TO STATE-ACCESS COMM/MULTITRANS | 185 | 265 | 240 | 240 | 240 | | 240 | 0.0% |
| 001.C1.589.030.00.12 | DUE TO OTHER GOVT UNIT-CRIME VICTIMS | 2,484 | 1,924 | 2,035 | 2,035 | 2,035 | | 2,035 | 0.0% |
| 001.C1.589.030.00.83 | DUE TO STATE - TRAUMA CARE | 2,192 | 1,587 | 1,590 | 1,590 | 1,590 | | 1,590 | 0.0% |

| | | |
|--------------------|-----------------------------|---------------------|
| FUND: | 001 - GENERAL FUND | EXPENDITURES |
| DEPARTMENT: | C1 - MUNICIPAL COURT | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One- Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|-----------------------------------|---------------------------------------|-------------------|-------------------|----------------------------|---------------------------|-------------------|-------------------|----------------------------------|-----------------------|
| 001.C1.589.030.00.90 | DUE TO STATE - DOMESTIC VIOLENCE PREV | 15 | 1 | 325 | 325 | 325 | | 325 | 0.0% |
| 001.C1.589.030.00.91 | DUE TO STATE - ST REMIT - COURT | 59,073 | 43,017 | 45,500 | 45,500 | 45,500 | | 45,500 | 0.0% |
| 001.C1.589.030.00.92 | DUE TO OTHER ENTITIES | 28,087 | 20,355 | 21,500 | 21,500 | 21,500 | | 21,500 | 0.0% |
| 001.C1.589.030.00.94 | DUE TO STATE - HWY SAFETY | 669 | 522 | 600 | 600 | 600 | | 600 | 0.0% |
| 001.C1.589.030.00.96 | DUE TO STATE-LAB/BLOOD BREATH | 3,204 | 2,402 | 2,650 | 2,650 | 2,650 | | 2,650 | 0.0% |
| 001.C1.589.030.00.97 | DUE TO STATE - JIS | 16,606 | 12,809 | 13,500 | 13,500 | 13,500 | | 13,500 | 0.0% |
| 001.C1.589.030.00.99 | DUE TO STATE - SCHOOL ZONE SAFETY | 1,414 | 843 | 865 | 865 | 865 | | 865 | 0.0% |
| Total Agency Disbursements | | 117,049 | 85,982 | 91,070 | 91,070 | 91,070 | - | 91,070 | 0.0% |
| TOTAL MUNICIPAL COURT | | \$ 498,310 | \$ 442,757 | \$ 486,482 | \$ 489,082 | \$ 492,494 | \$ 3,732 | \$ 496,226 | 1.5% |

This Page Intentionally Left Blank

POLICE DEPARTMENT General Fund 001 Department H1

Employees:

| Department / Classification | 2016 Actual | 2017 Actual | 2018 Adopted | 2018 Amended Budget | 2019 Proposed Budget | Change from 2018 Amended to 2019 Budget |
|---|----------------|----------------|-----------------|---------------------------|----------------------------|---|
| POLICE | | | | | | |
| Chief of Police | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Deputy Chief | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Administrative Assistant | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Records Technician | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 0.00 |
| Police Sergeant | 3.00 | 4.00 | 4.00 | 4.00 | 4.00 | 0.00 |
| Police Officer | 12.00 | 12.00 | 12.00 | 12.00 | 12.00 | 0.00 |
| Police Officer (vacant)-1FTE* | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Parking Enforcement/Evidence Technician | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Community Services Officer | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Civil Service Examiner | 0.05 | 0.05 | 0.05 | 0.05 | 0.00 | -0.05 |
| Total Police Employees (FTE) | 22.05 | 23.05 | 23.05 | 23.05 | 23.00 | -0.05 |

Mission and Responsibilities:

The Police Department's mission is to provide security and safety in partnership with the community by providing professional, equitable and unbiased service to all, and to be recognized as a guiding law enforcement agency.

The Police Department provides administrative services that establish the vision and guiding principles for the organization by leading the agency with planning, organizing, directing, and coordinating services; managing operations and investigations, budget, training, and developing staff and policy; providing facility and material management, fleet control, records management and training.

Uniformed patrol provides basic police services to the community including: neighborhood patrol, crime detection, criminal investigation and enforcement, traffic enforcement, evidence collection and preservation, case management, court testimony, a regional SWAT team, and parking enforcement. We also provide assistance such as: security checks, crime prevention, public relations, drug/alcohol and substance abuse education and other community programs.

The Investigations Division provides specialized support in more complex and serious criminal investigations, crimes against persons, sexual assault investigations, crime scene processing, evidence collection and examination, suspect and special victim interviews, sex offender notifications and tracking, drug investigations, and Green Hill School investigations.

2018 Accomplishments:

- Updated our School Response Plan and conducted joint training with the fire department
- Revised and updated many policies, including adding a policy and training on Naloxone
- Exceeded the State's minimum training requirements for officer's annual training

- Replaced the departments portable radios with ones now capable of supporting future federal frequency requirements
- Purchased one patrol vehicle
- Issued rifle ballistic vests and tactical first aid kits to be kept in each patrol car
- Continued efforts to improve the quality of dispatch services and determine feasibility of pursuing dispatch service options
- Hired one patrol officer, promoted two patrol officers to Detectives
- Improved major crime investigation and reporting procedures
- Purchased, trained and implemented a new Canine Team
- Purchased new Tasers on a lease program

2019 Goals and Objectives:

- Continue our efforts with improving services from Lewis County's Dispatch Center and determining the feasibility of finding other options
- Begin final preparations for re-accreditation which is due in 2020
- Hire a patrol officer to replace an open position

Significant Changes 2019:

There are not many significant changes in the 2019 budget for the police department aside from recoding some expenditures to different BARS numbers, and the omission of several items we had hoped to purchase.

Routinely, the Chehalis Police Department has purchased one new police vehicle per year, rotating out the oldest and highest mileage vehicles. 2019 was scheduled to also rotate out an "administrative" vehicle (The police chief's) due to its age and high mileage. Both vehicle replacements were placed on hold and the funds for the patrol vehicle were budgeted in the Equipment/Equipment Reserve Fund for separate consideration later in the year when actual revenues can be assessed in comparison to estimates.

In 2018 the Council approved the purchase of radios for officers. Because we made these purchases in full at the beginning of the year, there is no need to purchase more in 2019 as originally planned. Also, in 2018 we began a lease program with Taser International, so instead of a large one time purchase we have again budgeted the smaller lease amount of approximately \$5,600. We have no major equipment purchases planned for 2019.

Eliminated from the "hopes and dreams" category of the budget was a garage that was to be built at the police firing range. Currently, the Chehalis Police Department does not have a location to securely store vehicles. At times, we have vehicles that are evidence in a crime, recovered stolen vehicles, or vehicles that we have surplus. Evidentiary vehicles need to be secured and stored out of the weather; we currently have a small garage attached to City Hall, but this only accommodates smaller vehicles and lacks the advanced type of security that would be more consistent with an evidence garage. Surplus vehicles are often stored at the range, but in the case of the last three just moved from there to auction, we needed to hire a professional car detailer to remove the mold that had grown inside due to the weather. A three-bay garage was planned to be able to keep these vehicles dry, and provide a secure area for vehicle evidence storage.

The Dispatch increase for this year has not yet been finalized; we were given a possible increase range from 8.56 to 10.66%. For this budget we figured high.

POLICE DEPARTMENT EXPENDITURE SUMMARY

| Police Department Primary Cost Summary | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Proposed Budget | % Change 2018-2019 |
|---|---------------------|------------------------|-------------------------------------|------------------------------------|-------------------------------------|-------------------------------|
| Salary & Wages | \$ 1,588,204 | \$ 1,675,061 | \$ 1,708,477 | \$ 1,823,712 | \$ 1,891,500 | 103.7% |
| Benefits | 698,429 | 744,320 | 777,383 | 794,179 | 830,642 | 104.6% |
| Supplies | 54,632 | 76,696 | 76,150 | 83,421 | 77,127 | 92.5% |
| Services and Charges | 397,368 | 419,140 | 419,364 | 442,354 | 483,360 | 109.3% |
| Capital Outlay | 42,852 | 127,048 | 36,260 | 36,260 | - | 0.0% |
| Debt Service | 284 | - | - | - | - | 0.0% |
| Other Misc. | 11,539 | 1,016 | 9,500 | - | - | 0.0% |
| Total Expenditures | \$ 2,793,308 | \$ 3,043,281 | \$ 3,027,134 | \$ 3,179,926 | \$ 3,282,629 | 103.2% |
| Service Related Fees/Revenues | | | | | | |
| Criminal Justice Sales Tax | 114,868 | 126,143 | 106,101 | 106,101 | 144,730 | 136.4% |
| Animal Licenses & Gun Permits | 3,370 | 3,542 | 3,900 | 3,900 | 3,810 | 97.7% |
| Grants | 3,961 | 4,311 | - | - | - | 0.0% |
| State Shared Revenues | 124,106 | 129,025 | 113,475 | 132,421 | 134,720 | 101.7% |
| Law Enforcement Services | 3,861 | 3,327 | 2,615 | 2,615 | 2,410 | 92.2% |
| Drug Forfeiture - UNET | 20,701 | 32,100 | 10,000 | 20,853 | 10,000 | 48.0% |
| Other | 5,584 | 196 | 250 | 250 | 250 | 100.0% |
| Total Service Related Fees/Revenues | \$ 276,451 | \$ 298,644 | \$ 236,341 | \$ 266,140 | \$ 295,920 | 111.2% |
| Funding from General Revenues | \$ 2,516,857 | \$ 2,744,637 | \$ 2,790,793 | \$ 2,913,786 | \$ 2,986,709 | 102.5% |

| | |
|--------------------|---------------------------|
| FUND: | 001 - GENERAL FUND |
| DEPARTMENT: | H1 - POLICE |
| | EXPENDITURES |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|-------------------------------------|---------------------------------------|----------------|----------------|----------------------|---------------------|----------------|---------------|----------------------------|--------------------|
| EXPENDITURES | | | | | | | | | |
| General Administration | | | | | | | | | |
| 001.H1.521.010.11.00 | SALARIES AND WAGES | \$ 174,310 | \$ 174,432 | \$ 180,900 | \$ 233,646 | \$ 221,700 | | \$ 221,700 | -5.1% |
| 001.H1.521.010.11.02 | SALARIES AND WAGES | 45,859 | 47,630 | 49,080 | 49,080 | 50,052 | | 50,052 | 2.0% |
| 001.H1.521.010.11.05 | PART TIME SALARIES AND WAGES | 860 | 290 | - | - | - | | - | 0.0% |
| 001.H1.521.010.21.00 | PERSONNEL BENEFITS | 67,157 | 68,967 | 74,254 | 82,064 | 79,914 | | 79,914 | -2.6% |
| 001.H1.521.010.21.02 | PERSONNEL BENEFITS | 17,972 | 19,035 | 20,478 | 20,478 | 20,951 | | 20,951 | 2.3% |
| 001.H1.521.010.21.05 | PART TIME PERSONNEL BENEFITS | 72 | 25 | - | - | - | | - | 0.0% |
| 001.H1.521.010.31.01 | OFFICE & OPERATING SUPPLIES | 5,085 | 5,730 | 5,000 | 6,677 | 6,677 | | 6,677 | 0.0% |
| 001.H1.521.010.31.02 | RANGE OFFICE & OPERATING SUP | 2,852 | 3,479 | 3,500 | 3,500 | 3,500 | | 3,500 | 0.0% |
| 001.H1.521.010.35.00 | SMALL TOOLS & MINOR EQUIPMENT | 2,204 | 3,039 | 5,500 | 5,500 | 5,500 | - | 5,500 | 0.0% |
| 001.H1.521.010.35.02 | RANGE SMALL TOOLS & MINOR EQUIPMENT | 450 | - | - | - | - | | - | 0.0% |
| 001.H1.521.010.41.00 | PROFESSIONAL SERVICES | 3,484 | 3,890 | 4,500 | 4,500 | 2,600 | | 2,600 | -42.2% |
| 001.H1.521.010.41.01 | PROFESSIONAL SERVICES - LC IT | - | - | 4,300 | 4,300 | 4,300 | | 4,300 | 0.0% |
| 001.H1.521.010.42.00 | COMMUNICATIONS | 24,672 | 32,368 | 24,000 | 26,000 | 32,000 | | 32,000 | 23.1% |
| 001.H1.521.010.45.00 | RENTALS | 1,500 | 1,500 | 1,500 | 1,500 | 10,000 | | 10,000 | 566.7% |
| 001.H1.521.010.46.00 | INSURANCE | 35,870 | 41,932 | 44,300 | 45,980 | 46,140 | | 46,140 | 0.3% |
| 001.H1.521.010.48.00 | REPAIR & MAINT- FACILITIES | 4,304 | 8,724 | 8,500 | 8,500 | - | | - | -100.0% |
| 001.H1.521.010.48.01 | REPAIR & MAINT - EQUIPMENT | 6,480 | 4,320 | - | - | - | | - | 0.0% |
| 001.H1.521.010.48.02 | REPAIR & MAINT - IT SOFTWARE/HARDWARE | - | - | - | - | 8,500 | | 8,500 | 0.0% |
| 001.H1.521.010.49.00 | MISCELLANEOUS | 1,353 | 2,177 | 1,800 | 1,800 | - | | - | -100.0% |
| 001.H1.521.010.49.02 | MEMBERSHIP DUES/SUBSCRIPTIONS | - | - | - | - | 3,500 | | 3,500 | 0.0% |
| Total General Administration | | 394,484 | 417,538 | 427,612 | 493,525 | 495,334 | - | 495,334 | 0.4% |
| Records | | | | | | | | | |
| 001.H1.521.R10.11.00 | SALARIES AND WAGES | 82,560 | 85,786 | 88,490 | 88,490 | 90,492 | | 90,492 | 2.3% |

| | |
|--------------------|---------------------------|
| FUND: | 001 - GENERAL FUND |
| DEPARTMENT: | H1 - POLICE |
| | EXPENDITURES |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One- Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|----------------------------|-------------------------------|------------------|------------------|----------------------------|---------------------------|-------------------|-------------------|----------------------------------|-----------------------|
| 001.H1.521.R10.21.00 | PERSONNEL BENEFITS | 53,989 | 57,032 | 61,752 | 61,752 | 63,324 | | 63,324 | 2.5% |
| Total Records | | 136,549 | 142,818 | 150,242 | 150,242 | 153,816 | - | 153,816 | 2.4% |
| Investigation | | | | | | | | | |
| 001.H1.521.021.11.00 | SALARIES AND WAGES | 192,481 | 213,607 | 240,204 | 167,256 | 261,694 | | 261,694 | 56.5% |
| 001.H1.521.021.12.00 | OVERTIME | 15,980 | 20,118 | 15,000 | 16,286 | 16,286 | | 16,286 | 0.0% |
| 001.H1.521.021.21.00 | PERSONNEL BENEFITS | 84,016 | 107,104 | 119,007 | 109,465 | 115,684 | | 115,684 | 5.7% |
| 001.H1.521.021.24.00 | UNIFORMS & CLOTHING | 1,620 | 1,620 | 1,800 | 1,800 | 1,800 | | 1,800 | 0.0% |
| 001.H1.521.021.41.00 | PROFESSIONAL SERVICES | 1,253 | 1,643 | 3,000 | 3,000 | 3,000 | | 3,000 | 0.0% |
| Total Investigation | | 295,350 | 344,092 | 379,011 | 297,807 | 398,464 | - | 398,464 | 33.8% |
| Patrol | | | | | | | | | |
| 001.H1.521.022.11.00 | SALARIES AND WAGES | 860,953 | 935,588 | 948,334 | 1,078,165 | 1,057,112 | | 1,057,112 | -2.0% |
| 001.H1.521.022.12.00 | OVERTIME | 119,390 | 95,726 | 80,000 | 84,320 | 84,320 | | 84,320 | 0.0% |
| 001.H1.521.022.21.00 | PERSONNEL BENEFITS | 407,927 | 426,222 | 421,564 | 438,463 | 468,110 | | 468,110 | 6.8% |
| 001.H1.521.022.24.00 | UNIFORMS & CLOTHING | 9,860 | 5,644 | 13,500 | 15,129 | 13,500 | | 13,500 | -10.8% |
| 001.H1.521.022.31.00 | OFFICE & OPERATING SUPPLIES | 13,344 | 16,107 | 18,000 | 23,594 | 18,000 | | 18,000 | -23.7% |
| 001.H1.521.022.32.00 | FUEL CONSUMED | 19,060 | 26,842 | 25,000 | 25,000 | 28,000 | | 28,000 | 12.0% |
| 001.H1.521.022.35.00 | SMALL TOOLS & MINOR EQUIPMENT | 11,484 | 19,605 | 18,000 | 18,000 | 14,300 | | 14,300 | -20.6% |
| 001.H1.521.022.41.00 | PROFESSIONAL SERVICES | 2,746 | 4,313 | 3,000 | 3,300 | 3,000 | | 3,000 | -9.1% |
| 001.H1.521.022.42.01 | COMMUNICATIONS - MOBILE | 3,400 | 3,315 | 3,500 | 3,500 | 3,500 | | 3,500 | 0.0% |
| 001.H1.521.022.45.00 | RENTALS | - | - | - | 1,328 | - | | - | -100.0% |
| 001.H1.521.022.48.00 | REPAIR & MAINT- FACILITIES | 8,657 | 3,411 | 6,000 | 6,000 | - | | - | -100.0% |
| 001.H1.521.022.48.01 | REPAIR & MAINT - EQUIPMENT | - | - | - | - | 6,000 | | 6,000 | 0.0% |
| 001.H1.521.022.49.00 | MISCELLANEOUS | - | 25 | 250 | 250 | - | | - | -100.0% |
| .Total Patrol | | 1,456,821 | 1,536,798 | 1,537,148 | 1,697,049 | 1,695,842 | - | 1,695,842 | -0.1% |

| | |
|--------------------|---------------------------|
| FUND: | 001 - GENERAL FUND |
| DEPARTMENT: | H1 - POLICE |
| | EXPENDITURES |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|---|-----------------------------|---------------|---------------|----------------------|---------------------|----------------|---------------|----------------------------|--------------------|
| Special Unit - JNET | | | | | | | | | |
| 001.H1.521.023.43.00 | TRAVEL/HOTEL/PER DIEM | - | - | - | - | 1,300 | | 1,300 | 0.0% |
| 001.H1.521.023.45.00 | RENTAL | - | - | - | - | 3,200 | | 3,200 | 0.0% |
| 001.H1.521.023.49.00 | MISCELLANEOUS - BUY MONEY | 4,538 | 2,848 | - | 4,000 | 6,000 | | 6,000 | 50.0% |
| 001.H1.521.023.49.01 | REGISTRATION | - | - | - | - | 1,500 | | 1,500 | 0.0% |
| Total Special Unit - JNET | | 4,538 | 2,848 | - | 4,000 | 12,000 | - | 12,000 | 200.0% |
| Special Weapons and Tactics (SWAT) | | | | | | | | | |
| 001.H1.521.C23.24.00 | UNIFORMS & CLOTHING | - | - | 500 | 500 | 500 | | 500 | 0.0% |
| 001.H1.521.C23.31.00 | OFFICE & OPERATING SUPPLIES | - | 1,380 | 1,000 | 1,000 | 1,000 | | 1,000 | 0.0% |
| Total Special Weapons and Tactics (SWAT) | | - | 1,380 | 1,500 | 1,500 | 1,500 | - | 1,500 | 0.0% |
| Training | | | | | | | | | |
| 001.H1.521.040.43.00 | TRAVEL/HOTEL/PER DIEMS | 5,810 | 1,439 | 2,000 | 2,981 | 7,000 | | 7,000 | 134.8% |
| 001.H1.521.040.43.01 | TRAVEL - STAFF | 5,143 | 3,018 | 5,000 | 5,000 | - | | - | -100.0% |
| 001.H1.521.040.49.00 | MISCELLANEOUS | 1,035 | 1,950 | 1,500 | 1,500 | - | | - | -100.0% |
| 001.H1.521.040.49.01 | REGISTRATION | 8,609 | 10,107 | 7,000 | 8,021 | 8,500 | | 8,500 | 6.0% |
| Total Training | | 20,597 | 16,514 | 15,500 | 17,502 | 15,500 | - | 15,500 | -11.4% |
| Facilities | | | | | | | | | |
| 001.H1.521.050.11.00 | SALARIES AND WAGES | - | - | 10,000 | 10,000 | 10,000 | | 10,000 | 0.0% |
| 001.H1.521.050.11.06 | SALARIES AND WAGES | 9,847 | 10,602 | - | - | - | | - | 0.0% |
| 001.H1.521.050.21.00 | PERSONNEL BENEFITS | - | - | 3,500 | 3,500 | 3,500 | | 3,500 | 0.0% |
| 001.H1.521.050.21.06 | PERSONNEL BENEFITS | 3,892 | 3,079 | - | - | - | | - | 0.0% |
| 001.H1.521.050.31.00 | OFFICE & OPERATING SUPPLIES | 77 | - | - | - | - | | - | 0.0% |
| 001.H1.521.050.47.00 | PUBLIC UTILITY SERVICE | 769 | 884 | - | 880 | 880 | | 880 | 0.0% |
| 001.H1.521.050.48.00 | REPAIR & MAINT- FACILITIES | 383 | 501 | - | 500 | 500 | | 500 | 0.0% |
| 001.H1.521.050.49.00 | MISCELLANEOUS | 384 | 383 | - | 800 | 800 | | 800 | 0.0% |

| | |
|---------------------|---------------------------|
| FUND: | 001 - GENERAL FUND |
| DEPARTMENT: | H1 - POLICE |
| EXPENDITURES | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One- Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|---|------------------------------|----------------|----------------|----------------------------|---------------------------|-------------------|-------------------|----------------------------------|-----------------------|
| Total Facilities | | 15,352 | 15,449 | 13,500 | 15,680 | 15,680 | - | 15,680 | 0.0% |
| Prisoner Service | | | | | | | | | |
| 001.H1.523.060.41.00 | PROFESSIONAL SERVICES | 1,131 | 2,670 | 5,000 | 5,000 | 5,000 | | 5,000 | 0.0% |
| 001.H1.523.060.51.00 | INTERGOVT PROF SERVICES | 99,687 | 83,522 | 80,000 | 80,000 | 80,000 | | 80,000 | 0.0% |
| Total Prisoner Service | | 100,818 | 86,192 | 85,000 | 85,000 | 85,000 | - | 85,000 | 0.0% |
| Contracted Services - Alarm & Dispatch | | | | | | | | | |
| 001.H1.528.060.51.00 | INTERGOVT PROF SERVICES | 172,333 | 198,140 | 210,364 | 210,364 | 232,790 | | 232,790 | 10.7% |
| Total Contracted Services - Alarm & Dispatch | | 172,333 | 198,140 | 210,364 | 210,364 | 232,790 | - | 232,790 | 10.7% |
| Parking Facilities | | | | | | | | | |
| 001.H1.542.065.11.00 | SALARIES AND WAGES | 37,856 | 41,302 | 44,895 | 44,895 | 47,200 | | 47,200 | 5.1% |
| 001.H1.542.065.21.00 | PERSONNEL BENEFITS | 18,567 | 20,194 | 22,356 | 22,356 | 23,482 | | 23,482 | 5.0% |
| 001.H1.542.065.48.00 | REPAIR & MAINT- FACILITIES | 467 | - | - | - | - | | - | 0.0% |
| 001.H1.542.065.53.00 | EXTERNAL TAXES & OPER ASSESS | - | 2,033 | - | 9,500 | 9,500 | | 9,500 | 0.0% |
| Total Parking Facilities | | 56,890 | 63,529 | 67,251 | 76,751 | 80,182 | - | 80,182 | 4.5% |
| Nuisance Control | | | | | | | | | |
| 001.H1.554.020.11.00 | SALARIES AND WAGES | 24,054 | 24,990 | 25,787 | 25,787 | 26,322 | | 26,322 | 2.1% |
| 001.H1.554.020.21.00 | PERSONNEL BENEFITS | 16,678 | 17,699 | 19,336 | 19,336 | 19,939 | | 19,939 | 3.1% |
| Total Nuisance Control | | 40,732 | 42,689 | 45,123 | 45,123 | 46,261 | - | 46,261 | 2.5% |
| Animal Control | | | | | | | | | |
| 001.H1.554.030.11.00 | SALARIES AND WAGES | 24,054 | 24,990 | 25,787 | 25,787 | 26,322 | | 26,322 | 2.1% |
| 001.H1.554.030.21.00 | PERSONNEL BENEFITS | 16,679 | 17,699 | 19,336 | 19,336 | 19,938 | | 19,938 | 3.1% |
| 001.H1.554.030.31.00 | OFFICE & OPERATING SUPPLIES | 76 | 514 | 150 | 150 | 150 | | 150 | 0.0% |
| 001.H1.554.030.47.00 | PUBLIC UTILITY SERVICE | 490 | 736 | 350 | 350 | 350 | | 350 | 0.0% |

| | |
|--------------------|---------------------------|
| FUND: | 001 - GENERAL FUND |
| DEPARTMENT: | H1 - POLICE |
| | EXPENDITURES |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One- Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|---------------------------------------|--------------------------------|---------------------|---------------------|----------------------------|---------------------------|---------------------|-------------------|----------------------------------|-----------------------|
| 001.H1.554.030.49.00 | MISCELLANEOUS | 70 | 34 | - | - | - | | - | 0.0% |
| 001.H1.554.030.51.00 | INTERGOVT PROF SERVICES | 2,800 | 3,257 | 3,500 | 3,500 | 3,500 | | 3,500 | 0.0% |
| Total Animal Control | | 44,169 | 47,230 | 49,123 | 49,123 | 50,260 | - | 50,260 | 2.3% |
| Due to Other Agencies | | | | | | | | | |
| 001.H1.589.030.00.00 | DUE TO OTHER GOVT UNIT-BKG INV | 420 | 1,016 | - | - | - | | - | 0.0% |
| 001.H1.589.030.00.06 | DUE TO OTHERS - LET | 11,119 | - | 9,500 | - | - | | - | 0.0% |
| Total Due to Other Agencies | | 11,539 | 1,016 | 9,500 | - | - | - | - | 0.0% |
| Other Debt Service Costs | | | | | | | | | |
| 001.H1.592.021.89.00 | OTHER DEBT SERVICE COSTS | 284 | - | - | - | - | | - | 0.0% |
| Total Other Debt Service Costs | | 284 | - | - | - | - | - | - | 0.0% |
| Capital Outlays | | | | | | | | | |
| 001.H1.594.021.64.00 | MACHINERY & EQUIPMENT | 36,812 | 90,002 | 36,260 | 36,260 | - | | - | -100.0% |
| 001.H1.594.021.64.K9 | MACHINERY & EQUIPMENT | 6,040 | 37,046 | - | - | - | | - | 0.0% |
| Total Capital Outlays | | 42,852 | 127,048 | 36,260 | 36,260 | - | - | - | -100.0% |
| TOTAL POLICE | | \$ 2,793,308 | \$ 3,043,281 | \$ 3,027,134 | \$ 3,179,926 | \$ 3,282,629 | \$ - | \$ 3,282,629 | 3.2% |

FIRE DEPARTMENT General Fund 001 Department I1

Employees:

| Department / Classification | 2016 Actual | 2017 Actual | 2018 Adopted | 2018 Amended Budget | 2019 Proposed Budget | Change from 2018 Amended to 2019 Budget |
|-------------------------------------|----------------|----------------|-----------------|---------------------------|----------------------------|---|
| FIRE | | | | | | |
| Fire Chief | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Department Administrative Assistant | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Fire Captain | 4.00 | 4.00 | 4.00 | 4.00 | 4.00 | 0.00 |
| Firefighter/Engineer | 7.00 | 7.00 | 7.00 | 7.00 | 8.00 | 1.00 |
| Firefighter/Paramedic | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 | -1.00 |
| Reserve Firefighter | 1.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Civil Service Examiner | 0.10 | 0.10 | 0.10 | 0.10 | 0.00 | -0.10 |
| Total Fire Employees (FTE) | 15.10 | 14.10 | 14.10 | 14.10 | 14.00 | -0.10 |

Mission and Responsibilities:

The Chehalis Fire Department provides effective fire and life safety services through emergency response, education, training and code enforcement to assist the community in maintaining and improving the quality of life. The Fire Department also provides Administrative, Operational and Fire Prevention services. Administrative staff plan, organize, direct and coordinate services; manage the budget, personnel, and policy development; and provide for facility and material management, fleet control, records management and training.

The Fire Operations and Emergency Medical Services (EMS) Division provide a minimum of two-person engine company on a 24-hour basis, supplemented by on-call career and reserve fire fighting force. The division performs fire rescue, suppression, and overhaul or salvage functions. EMS consist of 24-hour basic life support with the ability to defibrillate heart patients and provide backup emergency transportation. The response goal of fire and emergency medical services is to be on the scene within 4 minutes or less upon of notification and to have the full structure alarm arriving in 8 minutes of less.

Fire Prevention Services Division provides fire and life safety code enforcement through various inspection and permit programs based on the International Fire Code. It provides public education through the school fire safety assemblies and various adult fire safety information programs and classes. The division also provides basic fire investigation capabilities to differentiate the accidental fire from the intentional set fire and to detect the juvenile fire setter.

2018 Accomplishments:

- Develop a Tactical Duplex Radio Channel jointly with RFA to improve safety and field operations
- Purchased a Skip Mounted Pump for wildland brush unit
- Complete Fire Station repairs to address deferred maintenance projects and prevent further deterioration of the building – Phase One is nearing completion
- Developed a Fire Hydrant/Blue Dot Maintenance Program

- Updated the County MCI Plan

2018 Goals and Objectives:

- Expand the Training Site Structure to Three Stories
- Replacement of Ford F-150 with 1Ton for Brush Unit-Ford to Facilities
- Continue to Explore Options for 911 Communications
- Re-negotiate Ambulance Consortium Contract
- Continue work on \$750K HUD Grant for new Fire station
- Replacement of 20-year-old Fire Department Uniforms

Significant Changes in the 2018:

General Expenses

Overall Budget reduction of \$77,623 from 2018 Budget of \$2,229,365 to 2019 \$2,151,742. This was accomplished by trimming areas where we could or have already have sufficient equipment for 2019. Outside training for captains and firefighters has been decreased for 2019. Increases in our 2019 budget have been due to rising fees from 911 Dispatch, Fire Marshall contract with RFA. We increase the budget this year for training for Fire Chief and Administrative Assistant because they have not gone to a training conference since 2014.

Capital Outlay

Funding for one-time Capital Expenditure 1 Ton Pick-up to replace 1999 Ford F-150 for Brush Patrol Unit. This would reduce the need to drive the larger, more costly fire engines designed for street use on undeveloped terrain, which could damage the vehicle. 199 Ford F-150 to be given to Facilities. This vehicle purchase was placed on hold and moved to the Equipment/Automotive Replacement Fund for consideration later in the year when actual revenues could be compared to projections made at the time the 2019 City Budget was prepared.

FIRE DEPARTMENT EXPENDITURE SUMMARY

| Fire Department Primary Cost Summary | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Proposed Budget | % Change 2018-2019 |
|--|---------------------|---------------------|----------------------------|---------------------------|----------------------------|-----------------------|
| Wages | \$ 1,106,820 | \$ 1,130,087 | \$ 1,219,600 | \$ 1,226,930 | \$ 1,252,516 | 2.1% |
| Benefits | 484,343 | 488,644 | 433,737 | 512,882 | 525,514 | 2.5% |
| Supplies | 106,087 | 98,179 | 115,700 | 115,700 | 77,670 | -32.9% |
| Services | 218,379 | 277,842 | 280,296 | 286,318 | 300,336 | 4.9% |
| Capital | 32,879 | 110,979 | 65,000 | 65,000 | - | -100.0% |
| Debt Service | 100,172 | 100,172 | 100,185 | 100,185 | 100,172 | 0.0% |
| Total Expenditures | \$ 2,048,680 | \$ 2,205,903 | \$ 2,214,518 | \$ 2,307,015 | \$ 2,256,208 | -2.2% |
| Service Related Fees/Revenues | | | | | | |
| Property Tax - EMS | 297,504 | 314,676 | 333,640 | 318,353 | 326,417 | 2.5% |
| Grants & Reimbursements | 5,290 | 1,270 | - | 1,222 | 5,222 | 327.3% |
| Fire Investigation & Protection Service | 40,771 | 57,308 | 43,225 | 43,225 | 44,091 | 2.0% |
| Total Service Related Fees/Revenues | \$ 343,565 | \$ 373,254 | \$ 376,865 | \$ 362,800 | \$ 375,730 | 3.6% |
| Funding from General Revenues | \$ 1,705,115 | \$ 1,832,649 | \$ 1,837,653 | \$ 1,944,215 | \$ 1,880,478 | -3.3% |

| | | |
|--------------------|---------------------------|---------------------|
| FUND: | 001 - GENERAL FUND | EXPENDITURES |
| DEPARTMENT: | I1 - FIRE | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|---------------------------------|-------------------------------|----------------|----------------|----------------------|---------------------|----------------|---------------|----------------------------|--------------------|
| EXPENDITURES | | | | | | | | | |
| Administration | | | | | | | | | |
| 001.I1.522.010.11.00 | SALARIES AND WAGES | \$ 89,740 | \$ 91,560 | \$ 95,225 | \$ 100,465 | \$ 110,244 | | \$ 110,244 | 9.7% |
| 001.I1.522.010.11.02 | SALARIES AND WAGES | 47,088 | 47,088 | 47,088 | 49,178 | 51,348 | | 51,348 | 4.4% |
| 001.I1.522.010.11.05 | SALARIES AND WAGES | 800 | 290 | 522 | 522 | 522 | | 522 | 0.0% |
| 001.I1.522.010.21.00 | PERSONNEL BENEFITS | 16,704 | 17,218 | 17,790 | 19,285 | 19,333 | | 19,333 | 0.2% |
| 001.I1.522.010.21.02 | PERSONNEL BENEFITS | 16,479 | 17,143 | 18,375 | 18,375 | 19,461 | | 19,461 | 5.9% |
| 001.I1.522.010.21.05 | PERSONNEL BENEFITS | 67 | 25 | 44 | 44 | 44 | | 44 | 0.0% |
| 001.I1.522.010.24.00 | UNIFORMS & CLOTHING | - | - | - | - | 2,000 | | 2,000 | 0.0% |
| 001.I1.522.010.31.00 | OFFICE & OPERATING SUPPLIES | 3,065 | 2,427 | 2,500 | 2,500 | 2,500 | | 2,500 | 0.0% |
| 001.I1.522.010.35.00 | SMALL TOOLS & MINOR EQUIPMENT | 2,027 | 3,885 | 5,200 | 5,200 | 5,200 | | 5,200 | 0.0% |
| 001.I1.522.010.41.00 | PROFESSIONAL SERVICES | - | 1,188 | - | - | 2,000 | | 2,000 | 0.0% |
| 001.I1.522.010.42.00 | COMMUNICATIONS | 9,327 | 16,391 | 9,000 | 13,800 | 13,800 | | 13,800 | 0.0% |
| 001.I1.522.010.45.00 | RENTALS | - | - | - | - | 3,100 | | 3,100 | 0.0% |
| 001.I1.522.010.48.00 | REPAIR & MAINT- FACILITIES | 1,087 | 1,293 | 2,000 | 2,000 | - | | - | -100.0% |
| 001.I1.522.010.48.01 | REPAIR & MAINT - EQUIPMENT | - | - | - | - | 2,000 | | 2,000 | 0.0% |
| 001.I1.522.010.49.00 | MISCELLANEOUS | 2,417 | 2,289 | 2,000 | 2,000 | | | - | -100.0% |
| 001.I1.522.010.49.02 | MEMBERSHIP DUES/SUBSCRIPTIONS | - | - | - | - | 620 | | 620 | 0.0% |
| 001.I1.522.010.51.00 | INTERGOVT PROF SERVICES | - | 33,203 | 24,066 | 24,066 | 11,500 | | 11,500 | -52.2% |
| Total Administration | | 188,801 | 234,000 | 223,810 | 237,435 | 243,672 | - | 243,672 | 2.6% |
| Fire Suppression and EMS | | | | | | | | | |
| 001.I1.522.020.11.00 | SALARIES AND WAGES | 159,003 | 165,694 | 165,203 | 165,203 | 177,980 | | 177,980 | 7.7% |
| 001.I1.522.020.12.00 | OVERTIME | 34,764 | 32,515 | 50,000 | 50,000 | 50,000 | | 50,000 | 0.0% |

| | | | |
|--------------------|---------------------------|--|---------------------|
| FUND: | 001 - GENERAL FUND | | EXPENDITURES |
| DEPARTMENT: | I1 - FIRE | | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One- Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|---------------------------------------|---------------------------------------|----------------|----------------|----------------------------|---------------------------|-------------------|-------------------|----------------------------------|-----------------------|
| 001.I1.522.020.21.00 | PERSONNEL BENEFITS | 77,975 | 83,493 | 71,880 | 87,410 | 89,914 | | 89,914 | 2.9% |
| 001.I1.522.020.24.00 | UNIFORMS & CLOTHING | 61,535 | 37,711 | 37,625 | 37,625 | 35,000 | | 35,000 | -7.0% |
| 001.I1.522.020.31.00 | OFFICE & OPERATING SUPPLIES | 35,762 | 24,438 | 33,040 | 33,040 | 15,000 | | 15,000 | -54.6% |
| 001.I1.522.020.31.01 | OFFICE & OP SUPPLIES-HYDRANTS | - | 3,800 | 3,000 | 3,000 | 3,000 | | 3,000 | 0.0% |
| 001.I1.522.020.32.00 | FUEL CONSUMED | 10,096 | 13,019 | 8,000 | 8,000 | 10,000 | | 10,000 | 25.0% |
| 001.I1.522.020.35.00 | SMALL TOOLS & MINOR EQUIPMENT | 9,169 | 9,587 | 15,000 | 15,000 | 2,100 | | 2,100 | -86.0% |
| 001.I1.522.020.41.00 | PROFESSIONAL SERVICES | 15,785 | 18,158 | 10,900 | 10,900 | 7,000 | | 7,000 | -35.8% |
| 001.I1.522.020.46.00 | INSURANCE | 35,740 | 42,944 | 45,525 | 45,525 | 45,685 | | 45,685 | 0.4% |
| 001.I1.522.020.48.00 | REPAIR & MAINT- FACILITIES | 39,725 | 25,040 | 25,560 | 25,560 | - | | - | -100.0% |
| 001.I1.522.020.48.01 | REPAIR & MAINT - EQUIPMENT | - | - | - | - | 41,500 | | 41,500 | 0.0% |
| 001.I1.522.020.48.02 | REPAIR & MAINT - IT SOFTWARE/HARDWARE | - | - | - | - | 2,960 | | 2,960 | 0.0% |
| 001.I1.522.020.49.00 | MISCELLANEOUS | - | 153 | - | - | 1,035 | | 1,035 | 0.0% |
| 001.I1.522.020.51.00 | INTERGOVT PROF SERVICES | 65,631 | 79,259 | 79,595 | 79,595 | 86,464 | | 86,464 | 8.6% |
| Total Fire Suppression and EMS | | 545,185 | 535,811 | 545,328 | 560,858 | 567,638 | - | 567,638 | 1.2% |
| Ambulance Services | | | | | | | | | |
| 001.I1.522.026.31.00 | OFFICE & OPERATING SUPPLIES | 2,617 | 1,181 | 3,330 | 3,330 | 3,330 | | 3,330 | 0.0% |
| 001.I1.522.026.35.00 | SMALL TOOLS & MINOR EQUIPMENT | 5,389 | 19,536 | 4,230 | 4,230 | 2,890 | | 2,890 | -31.7% |
| 001.I1.522.026.41.00 | PROFESSIONAL SERVICES | - | - | 500 | 500 | 500 | | 500 | 0.0% |
| Total Ambulance Services | | 8,006 | 20,717 | 8,060 | 8,060 | 6,720 | - | 6,720 | -16.6% |
| Rescue & Emergency Aid | | | | | | | | | |
| 001.I1.522.028.11.00 | SALARIES AND WAGES | 636,012 | 662,774 | 661,062 | 661,062 | 711,922 | | 711,922 | 7.7% |
| 001.I1.522.028.12.00 | OVERTIME | 139,054 | 130,058 | 200,000 | 200,000 | 150,000 | | 150,000 | -25.0% |
| 001.I1.522.028.21.00 | PERSONNEL BENEFITS | 311,437 | 333,027 | 287,523 | 349,643 | 359,654 | | 359,654 | 2.9% |

| | | |
|--------------------|---------------------------|---------------------|
| FUND: | 001 - GENERAL FUND | EXPENDITURES |
| DEPARTMENT: | I1 - FIRE | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One- Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|--|-------------------------------|------------------|------------------|----------------------------|---------------------------|-------------------|-------------------|----------------------------------|-----------------------|
| Total Rescue and Emergency Aid | | 1,086,503 | 1,125,859 | 1,148,585 | 1,210,705 | 1,221,576 | - | 1,221,576 | 0.9% |
| Fire Prevention & Investigation | | | | | | | | | |
| 001.I1.522.030.31.00 | OFFICE & OPERATING SUPPLIES | 3,029 | 2,204 | 2,000 | 2,000 | 2,000 | | 2,000 | 0.0% |
| 001.I1.522.030.35.00 | SMALL TOOLS & MINOR EQUIPMENT | 1,274 | 153 | 500 | 500 | 500 | | 500 | 0.0% |
| 001.I1.522.030.41.00 | PROFESSIONAL SERVICES | - | 289 | - | - | - | | - | 0.0% |
| 001.I1.522.030.48.00 | REPAIR & MAINT- FACILITIES | 54 | - | - | - | - | | - | 0.0% |
| 001.I1.522.030.49.00 | MISCELLANEOUS | - | - | - | - | 350 | | 350 | 0.0% |
| 001.I1.522.030.51.00 | INTERGOVT PROF SERVICES | 8,585 | 20,000 | 20,000 | 20,000 | 27,500 | | 27,500 | 37.5% |
| Total Fire Prevention & Investigation | | 12,942 | 22,646 | 22,500 | 22,500 | 30,350 | - | 30,350 | 34.9% |
| Employee Training | | | | | | | | | |
| 001.I1.522.045.31.00 | OFFICE & OPERATING SUPPLIES | 1,708 | 4,172 | 11,500 | 11,500 | 750 | | 750 | -93.5% |
| 001.I1.522.045.32.00 | FUEL CONSUMED | - | - | - | - | 200 | | 200 | 0.0% |
| 001.I1.522.045.32.01 | FUEL CONSUMED | - | - | 500 | 500 | 300 | | 300 | -40.0% |
| 001.I1.522.045.35.00 | SMALL TOOLS & MINOR EQUIPMENT | 19,441 | - | - | - | 8,000 | | 8,000 | 0.0% |
| 001.I1.522.045.41.00 | PROFESSIONAL SERVICES | 75 | - | 5,000 | 5,000 | - | | - | -100.0% |
| 001.I1.522.045.43.00 | TRAVEL/HOTEL/PER DIEMS | 895 | - | 2,000 | 2,000 | 5,000 | | 5,000 | 150.0% |
| 001.I1.522.045.43.01 | TRAVEL/HOTEL/PER DIEMS | 6,087 | 8,335 | 15,050 | 15,050 | 10,000 | | 10,000 | -33.6% |
| 001.I1.522.045.45.00 | RENTALS | - | 27 | - | - | - | | - | 0.0% |
| 001.I1.522.045.49.00 | MISCELLANEOUS | 525 | 50 | 1,000 | 1,000 | 2,000 | | 2,000 | 100.0% |
| 001.I1.522.045.49.01 | REGISTRATION | 6,649 | 5,029 | 8,600 | 8,600 | 6,600 | | 6,600 | -23.3% |
| Total Employee Training | | 35,380 | 17,613 | 43,650 | 43,650 | 32,850 | - | 32,850 | -24.7% |
| Facilities | | | | | | | | | |
| 001.I1.522.050.11.00 | SALARIES AND WAGES | - | - | 500 | 500 | 500 | | 500 | 0.0% |

| FUND: | | 001 - GENERAL FUND | | | | EXPENDITURES | | | |
|---|-------------------------------|---------------------|---------------------|----------------------|---------------------|---------------------|---------------|----------------------------|--------------------|
| DEPARTMENT: | | 11 - FIRE | | | | | | | |
| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
| 001.11.522.050.11.06 | SALARIES AND WAGES | 359 | 108 | - | - | - | - | - | 0.0% |
| 001.11.522.050.21.00 | PERSONNEL BENEFITS | - | - | 500 | 500 | 108 | - | 108 | -78.4% |
| 001.11.522.050.21.06 | PERSONNEL BENEFITS | 146 | 27 | - | - | - | - | - | 0.0% |
| 001.11.522.050.31.00 | FACILITIES SUPPLIES | 3,130 | 2,744 | 3,300 | 3,300 | 3,300 | - | 3,300 | 0.0% |
| 001.11.522.050.35.00 | SMALL TOOLS & MINOR EQUIPMENT | 9,380 | 11,033 | 23,600 | 23,600 | 18,600 | - | 18,600 | -21.2% |
| 001.11.522.050.41.00 | PROFESSIONAL SERVICES | 86 | 1,929 | - | - | - | - | - | 0.0% |
| 001.11.522.050.45.00 | RENTALS | 15 | 43 | - | - | - | - | - | 0.0% |
| 001.11.522.050.47.00 | PUBLIC UTILITY SERVICE | 10,988 | 11,106 | 12,000 | 12,000 | 12,000 | - | 12,000 | 0.0% |
| 001.11.522.050.48.00 | REPAIR & MAINT- FACILITIES | 1,556 | 1,328 | 4,000 | 4,000 | 4,000 | - | 4,000 | 0.0% |
| 001.11.522.050.49.00 | MISCELLANEOUS | 141 | - | - | - | - | - | - | 0.0% |
| Total Facilities | | 25,801 | 28,318 | 43,900 | 43,900 | 38,508 | - | 38,508 | -12.3% |
| External Taxes & Assessments | | | | | | | | | |
| 001.11.525.060.53.00 | EXTERNAL TAXES & OPER ASSESS | 13,011 | 9,788 | 13,500 | 14,722 | 14,722 | - | 14,722 | 0.0% |
| Total External Taxes & Assessments | | 13,011 | 9,788 | 13,500 | 14,722 | 14,722 | - | 14,722 | 0.0% |
| Debt Service Payments | | | | | | | | | |
| 001.11.591.022.71.00 | DEBT PRINCIPAL - FIRE TRUCK | 83,172 | 85,178 | 88,310 | 88,310 | 90,853 | - | 90,853 | 2.9% |
| 001.11.592.022.83.00 | DEBT INTEREST - FIRE TRUCK | 17,000 | 14,994 | 11,875 | 11,875 | 9,319 | - | 9,319 | -21.5% |
| Total Debt Service Payments | | 100,172 | 100,172 | 100,185 | 100,185 | 100,172 | - | 100,172 | 0.0% |
| Capital Expenditures | | | | | | | | | |
| 001.11.594.022.64.00 | MACHINERY & EQUIPMENT | 32,879 | 110,979 | 65,000 | 65,000 | - | - | - | -100.0% |
| Total Capital Expenditures | | 32,879 | 110,979 | 65,000 | 65,000 | - | - | - | -100.0% |
| TOTAL FIRE | | \$ 2,048,680 | \$ 2,205,903 | \$ 2,214,518 | \$ 2,307,015 | \$ 2,256,208 | \$ - | \$ 2,256,208 | -2.2% |

FACILITIES & PARKS DEPARTMENT General Fund 001 Department F2

Employees:

| Department / Classification | 2016 Actual | 2017 Actual | 2018 Adopted | 2018 Amended Budget | 2019 Proposed Budget | Change from 2018 Amended to 2019 Budget |
|---|----------------|----------------|-----------------|---------------------------|----------------------------|---|
| FACILITIES AND PARKS | | | | | | |
| Public Works Director | 0.00 | 0.20 | 0.20 | 0.20 | 0.20 | 0.00 |
| Public Works Office Manager | 0.00 | 0.00 | 0.20 | 0.20 | 0.20 | 0.00 |
| Community Development Director/Engineer | 0.00 | 0.00 | 0.00 | 0.00 | 0.05 | 0.05 |
| Property/Facilities Manager | 0.00 | 0.00 | 0.00 | 1.00 | 1.00 | 0.00 |
| Property Maintenance Tech. II | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Property Maintenance Tech. I | 4.00 | 5.00 | 5.00 | 4.00 | 4.00 | 0.00 |
| Property Maintenance Worker | 1.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Property Maintenance Aide (seasonal) | 0.98 | 2.10 | 0.00 | 0.98 | 3.10 | 2.12 |
| Total Facilities & Parks Employees (FTE) | 5.98 | 7.30 | 5.40 | 6.38 | 8.55 | 2.17 |

Mission and Responsibilities:

The Facilities and Parks Department is responsible for the maintenance, improvement and development of all municipal buildings and property except for streets and utilities.

2018 Accomplishments:

- Renovated bathrooms at Penny playground and Girls Fast Pitch Facility
- Managed renovation of the Fire station
- Finished Painting the wall in the City Hall parking lot
- Managed sewer installation project at Stan Hedwall Park
- Managed Roof Replacement project on Library
- Painted Shelters and Building at Alexander Park
- Painted Fast Pitch Facility
- Started a pilot program with CCRT and installed recycle bins downtown
- Continued holiday decorating program
- Updated landscape at City Hall
- Overhauled the library landscape to create a more maintenance friendly landscape
- Managed Dangerous tree removal at Alexander Park
- Managed the window maintenance and painting at the Library
- Updated to automatic irrigation on Chehalis AVE to cut down on manual watering time
- Installed new pool Heater and purchased a new commercial grade Vacuum
- Worked with CCRT and Rotary club on downtown bench refinishing

2019 Goals and Objectives:

- Continue to assess the facility needs and plan to continue improvement projects

- Renovate Covered Shelter Bathroom at Stan Hedwall Park
- Complete Library Landscape to make it a maintenance friendly landscape
- Revitalize landscaping on National Avenue
- Have New Roof installed on Fast Pitch facility
- Have Concrete pad poured in the carpenter shop to meet DOE standards
- Add Playground grade bark chips to all playgrounds that currently have bark chips
- Make a new entrance at Recreation office and Community Development
- Renovation of Recreation & Community Development Offices
- Expand the west side of the pool deck and Install Shade covers at the pool
- Replace Globes at the Library on the External Light poles and building
- Complete the inside water damage repairs at Library
- Continue to paint facilities as time and financial resources allow

Significant Changes 2019:

The 2019 Budget includes significant funding, most of it one-time, to repair and maintain buildings that have suffered from the deferred maintenance during the long recovery from the recession. Some projects may have to be postponed if 2019 revenues do not meet the projections made at the time the budget was prepared. The goal is to address facility and equipment maintenance issues that are most pressing and start investing in facilities on a regular basis before they start deteriorating.

- \$5,000 one time for National Ave Landscaping
- \$5,000 one time for Covered Kitchen Bathroom remodel at Stan Hedwall
- \$35,000 Inside repairs of Library
- \$8,000 one time for new Roof at fast pitch complex
- \$10,000 one time for concrete in carpenter shop at the Parks & Facilities Building
- \$15,000 one time for new bark chips in the playgrounds (includes: Stan Hedwall, Spray Park, Millet and Alexander/Lintott Park)
- \$8,000 one time for new concrete entrance to Recreation/Finance Office and Community Development. This will include replacing deteriorating wood and continue to comply with ADA standards
- \$45,000 Renovation of the Recreation/Finance and Community Development Building
- \$26,000 one-time to extend pool deck, install shade covers and fix zero depth area toys
- \$5,000 one-time to finish landscape at the library
- \$15,000 one-time to add accent painting to the library exterior and replace discolored globes on exterior lights
- \$2,500 City Hall Annuals

FACILITIES AND PARKS DEPARTMENT EXPENDITURE SUMMARY

| Facilities and Parks Primary Cost Summary | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Proposed Budget | % Change 2018-2019 |
|--|--------------------|--------------------|-------------------------------------|------------------------------------|-------------------------------------|-------------------------------|
| Salaries & Wages | \$ 333,118 | \$ 326,179 | \$ 362,806 | \$ 367,730 | \$ 405,824 | 10.4% |
| Benefits | 149,457 | 166,020 | 184,551 | 185,879 | 206,626 | 11.2% |
| Supplies | 99,808 | 102,534 | 125,750 | 125,750 | 112,346 | -10.7% |
| Services & Other Charges | 243,551 | 318,194 | 326,617 | 353,800 | 426,301 | 20.5% |
| Capital Outlay | - | - | 39,000 | 39,000 | - | -100.0% |
| Agency disbursements | - | 4,075 | 540 | 1,570 | 3,570 | 127.4% |
| Total Expenditures | \$ 825,934 | \$ 917,002 | \$ 1,039,264 | \$ 1,073,729 | \$ 1,154,667 | 7.5% |
| Service Related Fees/Revenues | | | | | | |
| Leases and Rentals | 48,449 | 79,730 | 80,500 | 88,500 | 84,500 | -4.5% |
| Dump/Disposal Fees | 1,487 | 1,424 | 1,200 | 1,200 | 1,500 | 25.0% |
| Donations | 91,288 | 38,643 | - | 21,560 | - | -100.0% |
| Transfers In & Other | 9,773 | 3,461 | 10,050 | 16,390 | 1,580 | -90.4% |
| Total Service Related Fees/Revenues | \$ 150,997 | \$ 123,258 | \$ 91,750 | \$ 127,650 | \$ 87,580 | -31.4% |
| Funding from General Revenues | \$ 674,937 | \$ 793,744 | \$ 947,514 | \$ 946,079 | \$ 1,067,087 | 12.8% |

| | | |
|--------------------|----------------------------------|---------------------|
| FUND: | 001- GENERAL FUND | |
| DEPARTMENT: | F2 - FACILITIES AND PARKS | EXPENDITURES |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|---------------------------------------|-------------------------------|-------------|-------------|----------------------|---------------------|----------------|---------------|----------------------------|--------------------|
| EXPENDITURES | | | | | | | | | |
| General Facilities Maintenance | | | | | | | | | |
| 001.53.518.030.11.00 | SALARIES AND WAGES | \$ 278,317 | \$ - | \$ - | \$ - | \$ - | | \$ - | 0.0% |
| 001.F2.518.030.11.00 | SALARIES AND WAGES | - | 266,865 | 276,505 | 246,867 | 227,584 | | 227,584 | -7.8% |
| 001.F2.518.030.11.05 | SALARIES AND WAGES | 26,321 | 29,051 | 50,000 | 50,000 | 50,000 | | 50,000 | 0.0% |
| 001.F2.518.030.11.06 | SALARIES AND WAGES | 5,256 | 14,487 | - | - | - | | - | 0.0% |
| 001.F2.518.030.12.00 | OVERTIME | 3,647 | 6,364 | 6,000 | 5,420 | 6,000 | | 6,000 | 10.7% |
| 001.F2.518.030.12.05 | OVERTIME | 17 | 441 | 500 | 500 | 500 | | 500 | 0.0% |
| 001.F2.518.030.21.00 | PERSONNEL BENEFITS | 132,097 | 148,669 | 152,951 | 136,741 | 133,719 | | 133,719 | -2.2% |
| 001.F2.518.030.21.05 | PERSONNEL BENEFITS | 4,769 | 5,352 | 16,650 | 16,650 | 16,650 | | 16,650 | 0.0% |
| 001.F2.518.030.21.06 | PERSONNEL BENEFITS | 2,463 | 4,836 | - | - | - | | - | 0.0% |
| 001.F2.518.030.21.07 | PERSONNEL BENEFITS | 840 | 3,166 | - | - | - | | - | 0.0% |
| 001.F2.518.030.24.00 | UNIFORMS & CLOTHING | 966 | 1,602 | 1,500 | 1,500 | 1,500 | | 1,500 | 0.0% |
| 001.F2.518.030.31.00 | OFFICE & OPERATING SUPPLIES | 62,520 | 59,227 | 75,000 | 75,000 | 50,950 | 10,000 | 60,950 | -18.7% |
| 001.F2.518.030.32.00 | FUEL CONSUMED | 11,509 | 13,431 | 12,000 | 12,000 | 11,209 | | 11,209 | -6.6% |
| 001.F2.518.030.35.00 | SMALL TOOLS & MINOR EQUIPMENT | 382 | 3,977 | 3,500 | 3,500 | 2,500 | | 2,500 | -28.6% |
| 001.F2.518.030.41.00 | PROFESSIONAL SERVICES | 33,012 | 50,440 | 40,000 | 49,030 | 30,000 | | 30,000 | -38.8% |
| 001.F2.518.030.42.00 | COMMUNICATIONS | 469 | 1,003 | 500 | 500 | 2,800 | | 2,800 | 460.0% |
| 001.F2.518.030.43.00 | TRAVEL/HOTEL/PER DIEMS | 935 | 313 | 800 | 800 | 400 | | 400 | -50.0% |
| 001.F2.518.030.44.00 | ADVERTISING | - | 129 | - | - | 400 | | 400 | 0.0% |
| 001.F2.518.030.45.00 | RENTALS | 5,713 | 4,390 | 15,760 | 15,760 | 15,760 | | 15,760 | 0.0% |
| 001.F2.518.030.46.00 | INSURANCE | 18,186 | 17,967 | 20,564 | 20,564 | 20,654 | | 20,654 | 0.4% |
| 001.F2.518.030.47.00 | PUBLIC UTILITY SERVICE | 64,093 | 68,600 | 61,020 | 61,020 | 62,179 | | 62,179 | 1.9% |
| 001.F2.518.030.48.00 | REPAIR & MAINT- FACILITIES | 27,748 | 74,976 | 74,500 | 96,060 | 40,000 | 88,000 | 128,000 | 33.3% |
| 001.F2.518.030.48.01 | REPAIR & MAINT - EQUIPMENT | - | - | - | - | 10,000 | | 10,000 | 0.0% |
| 001.F2.518.030.49.00 | MISCELLANEOUS | 3,430 | 1,754 | 2,000 | 2,000 | - | | - | -100.0% |

| | |
|---------------------|----------------------------------|
| FUND: | 001- GENERAL FUND |
| DEPARTMENT: | F2 - FACILITIES AND PARKS |
| EXPENDITURES | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One- Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|---|-------------------------------|----------------|----------------|----------------------------|---------------------------|-------------------|-------------------|----------------------------------|-----------------------|
| 001.F2.518.030.49.01 | REGISTRATION | - | - | - | - | 2,000 | | 2,000 | 0.0% |
| 001.F2.518.030.53.00 | EXTERNAL TAXES & OPER ASSESS | 463 | 189 | 200 | 200 | 200 | | 200 | 0.0% |
| Total General Facilities Maintenance | | 683,153 | 777,229 | 809,950 | 794,112 | 685,005 | 98,000 | 783,005 | -1.4% |
| Facilities Administration | | | | | | | | | |
| 001.F2.518.031.11.00 | SALARIES AND WAGES | 15,406 | 3,545 | 18,480 | 53,622 | 102,836 | 7,360 | 110,196 | 105.5% |
| 001.F2.518.031.11.02 | SALARIES AND WAGES | - | - | 11,321 | 11,321 | 11,544 | | 11,544 | 2.0% |
| 001.F2.518.031.21.00 | PERSONNEL BENEFITS | 5,567 | 900 | 6,975 | 24,513 | 47,391 | 563 | 47,954 | 95.6% |
| 001.F2.518.031.21.02 | PERSONNEL BENEFITS | - | - | 6,475 | 6,475 | 6,803 | | 6,803 | 5.1% |
| 001.F2.518.031.21.07 | PERSONNEL BENEFITS | 996 | - | - | - | - | | - | 0.0% |
| 001.F2.518.031.31.00 | OFFICE & OPERATING SUPPLIES | 956 | 1,006 | 1,250 | 1,250 | 1,750 | | 1,750 | 40.0% |
| 001.F2.518.031.32.00 | FUEL CONSUMED | - | - | - | - | 1,500 | | 1,500 | 0.0% |
| 001.F2.518.031.35.00 | SMALL TOOLS & MINOR EQUIPMENT | - | 342 | 1,000 | 1,000 | - | | - | -100.0% |
| 001.F2.518.031.41.00 | PROFESSIONAL SERVICES | 49 | 164 | 200 | 200 | 200 | | 200 | 0.0% |
| 001.F2.518.031.42.00 | COMMUNICATIONS | 23,337 | 15,483 | 12,000 | 12,000 | 8,076 | | 8,076 | -32.7% |
| 001.F2.518.031.43.00 | TRAVEL/HOTEL/PER DIEMS | - | - | - | - | 100 | | 100 | 0.0% |
| 001.F2.518.031.45.00 | RENTALS | - | 904 | 1,680 | 1,680 | 1,680 | | 1,680 | 0.0% |
| 001.F2.518.031.46.00 | INSURANCE | 1,180 | 790 | 840 | 1,433 | 1,433 | | 1,433 | 0.0% |
| 001.F2.518.031.48.00 | REPAIR & MAINT- FACILITIES | - | 101 | - | - | - | | - | 0.0% |
| 001.F2.518.031.49.00 | MISCELLANEOUS | 55 | 176 | 100 | 100 | - | | - | -100.0% |
| 001.F2.518.031.49.01 | REGISTRATION | - | - | - | - | 500 | | 500 | 0.0% |
| 001.F2.518.031.49.02 | MEMBERSHIP DUES/SUBSCRIPTIONS | - | - | - | - | 25 | | 25 | 0.0% |
| Total Facilities Administration | | 47,546 | 23,411 | 60,321 | 113,594 | 183,838 | 7,923 | 191,761 | 68.8% |
| Library Facilities | | | | | | | | | |
| 001.F2.572.050.11.00 | SALARIES AND WAGES | 2,666 | 4,604 | - | - | - | | - | 0.0% |
| 001.F2.572.050.11.05 | SALARIES AND WAGES | 1,488 | 437 | - | - | - | | - | 0.0% |

| | | |
|--------------------|----------------------------------|---------------------|
| FUND: | 001- GENERAL FUND | EXPENDITURES |
| DEPARTMENT: | F2 - FACILITIES AND PARKS | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One- Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|---------------------------------|-------------------------------|----------------|----------------|----------------------------|---------------------------|-------------------|-------------------|----------------------------------|-----------------------|
| 001.F2.572.050.12.00 | OVERTIME | - | 385 | - | - | - | | - | 0.0% |
| 001.F2.572.050.21.00 | PERSONNEL BENEFITS | 1,494 | 1,418 | - | - | - | | - | 0.0% |
| 001.F2.572.050.21.05 | PERSONNEL BENEFITS | 265 | 77 | - | - | - | | - | 0.0% |
| 001.F2.572.050.31.00 | OFFICE & OPERATING SUPPLIES | 1,322 | 1,510 | 3,500 | 3,500 | 3,500 | 5,000 | 8,500 | 142.9% |
| 001.F2.572.050.41.00 | PROFESSIONAL SERVICES | 637 | 3,477 | 6,000 | 6,000 | 6,600 | | 6,600 | 10.0% |
| 001.F2.572.050.42.00 | COMMUNICATIONS | - | 21 | - | - | - | | - | 0.0% |
| 001.F2.572.050.45.00 | RENTALS | 35 | - | - | - | - | | - | 0.0% |
| 001.F2.572.050.46.00 | INSURANCE | 4,767 | 5,086 | 5,395 | 5,395 | 5,395 | | 5,395 | 0.0% |
| 001.F2.572.050.47.00 | PUBLIC UTILITY SERVICE | 7,675 | 9,245 | 8,640 | 8,640 | 8,804 | | 8,804 | 1.9% |
| 001.F2.572.050.48.00 | REPAIR & MAINT- FACILITIES | 6,710 | 9,465 | 23,500 | 23,500 | 3,500 | 50,000 | 53,500 | 127.7% |
| 001.F2.572.050.48.01 | REPAIR & MAINT - EQUIPMENT | - | - | - | - | 1,200 | | 1,200 | 0.0% |
| 001.F2.572.050.49.00 | MISCELLANEOUS | 22 | - | - | - | - | | - | 0.0% |
| Total Library Facilities | | 27,081 | 35,725 | 47,035 | 47,035 | 28,999 | 55,000 | 83,999 | 78.6% |
| Swimming Pools | | | | | | | | | |
| 001.F2.576.020.31.00 | OFFICE & OPERATING SUPPLIES | 23,119 | 23,041 | 23,000 | 23,000 | 23,437 | | 23,437 | 1.9% |
| 001.F2.576.020.35.00 | SMALL TOOLS & MINOR EQUIPMENT | - | - | 6,500 | 6,500 | 2,500 | | 2,500 | -61.5% |
| 001.F2.576.020.41.00 | PROFESSIONAL SERVICES | - | 7,033 | - | - | - | | - | 0.0% |
| 001.F2.576.020.42.00 | COMMUNICATIONS | 789 | 914 | 1,000 | 1,000 | 1,200 | | 1,200 | 20.0% |
| 001.F2.576.020.43.00 | TRAVEL/HOTEL/PER DIEMS | - | - | - | - | 400 | | 400 | 0.0% |
| 001.F2.576.020.45.00 | RENTALS | 836 | 815 | 1,000 | 1,000 | 1,000 | | 1,000 | 0.0% |
| 001.F2.576.020.46.00 | INSURANCE | 4,997 | 8,083 | 8,570 | 4,570 | 4,570 | | 4,570 | 0.0% |
| 001.F2.576.020.47.00 | PUBLIC UTILITY SERVICE | 25,293 | 32,403 | 30,348 | 30,348 | 30,925 | | 30,925 | 1.9% |
| 001.F2.576.020.48.00 | REPAIR & MAINT- FACILITIES | 12,495 | 3,559 | 12,000 | 12,000 | - | 26,000 | 26,000 | 116.7% |
| 001.F2.576.020.48.01 | REPAIR & MAINT - EQUIPMENT | - | - | - | - | 1,000 | | 1,000 | 0.0% |
| 001.F2.576.020.49.00 | MISCELLANEOUS | 625 | 714 | - | - | - | | - | 0.0% |
| 001.F2.576.020.49.01 | REGISTRATION | - | - | - | - | - | 1,000 | 1,000 | 0.0% |

| | | |
|--------------------|----------------------------------|---------------------|
| FUND: | 001- GENERAL FUND | EXPENDITURES |
| DEPARTMENT: | F2 - FACILITIES AND PARKS | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|------------------------------------|--------------------------------|-------------------|-------------------|----------------------|---------------------|-------------------|-------------------|----------------------------|--------------------|
| 001.F2.576.020.49.02 | MEMBERSHIP DUES/SUBSCRIPTIONS | - | - | - | - | 300 | | 300 | 0.0% |
| 001.F2.576.020.64.00 | MACHINERY & EQUIPMENT | - | - | 39,000 | 39,000 | - | | - | -100.0% |
| Total Swimming Pools | | 68,154 | 76,562 | 121,418 | 117,418 | 65,332 | 27,000 | 92,332 | -21.4% |
| Due to Other Entities | | | | | | | | | |
| 001.F2.589.030.00.04 | DUE TO STATE - SALES TAX | - | 3,585 | - | - | 2,000 | | 2,000 | 0.0% |
| 001.F2.589.030.00.06 | DUE TO OTHERS - LET | - | - | - | 1,030 | 1,030 | | 1,030 | 0.0% |
| 001.F2.589.030.00.14 | DUE TO STATE - HOTEL/MOTEL TAX | - | 490 | 540 | 540 | 540 | | 540 | 0.0% |
| Total Due to Other Entities | | - | 4,075 | 540 | 1,570 | 3,570 | - | 3,570 | 127.4% |
| TOTAL FACILITIES AND PARKS | | \$ 825,934 | \$ 917,002 | \$ 1,039,264 | \$ 1,073,729 | \$ 966,744 | \$ 187,923 | \$ 1,154,667 | 7.5% |

This Page Intentionally Left Blank

**PLANNING & BUILDING DEPARTMENT
General Fund 001 Department P2**

Employees:

| Department / Classification | 2016 Actual | 2017 Actual | 2018 Adopted | 2018 | 2019 | Change |
|--|----------------|----------------|-----------------|-------------------|--------------------|---|
| | | | | Amended Budget | Proposed Budget | from 2018 Amended to 2019 Budget |
| PLANNING AND BUILDING | | | | | | |
| Community Development Director/Engineer | 1.00 | 0.60 | 0.55 | 0.55 | 0.05 | -0.50 |
| Comprehensive Planner | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Permit Technician | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Dev Rev Specialist/Bldg. Inspector | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Planning and Building Manager | 0.00 | 0.00 | 0.00 | 0.00 | 0.60 | 0.60 |
| Total Planning & Building Employees (FTE) | 3.00 | 2.60 | 2.55 | 2.55 | 2.65 | 0.10 |

Mission and Responsibilities:

The Planning and Building Department provides staff support for development and review of residential, commercial and industrial projects; as well as specialized plans, such as neighborhood and sub-area plans. Permit applications are reviewed and approved, and inspections are made of all completed work to ensure safety and compliance with all applicable city and state regulations. The department administers and enforces adopted ordinances, codes and policies that reflect the environment in which our citizens wish to live. Projects and programs that enhance the economic vitality of the city are also implemented by the Planning and Building Department.

2018 Accomplishments:

- Approximately 404 application requests were processed through the Department in the first nine months. 89 of those permits were building construction permits.
- Completed and adopted the new Inter Local Agency Agreement (ILA) with Lewis County to resume responsibility for UGA permitting activities.
- Continued working toward achieving full implementation of permitting software program.
- Prepared and adopted the following updates to the Chehalis Municipal Code:
 - Require a building permit for commercial reroofs to prevent fires
 - Roads within new plats must be dedicated
 - Allow Accessory Dwelling Units (ADU's) in residential zones; except R-UGA requires a conditional use permit
 - Allow renewal of expired permits for minimal fee instead of requiring a complete resubmittal
 - City business license requirements were updated to comply with Washington State Master License Service requirements and approved by the City Council in October 2018.
 - City special events permitting requirements were adopted by the City Council to streamline the process.

2019 Goals and Objectives:

- Advance the Annexation Plan approved by the City Council in 2018
- Continue to administer land use and building permits

- Continue working with the Flood Authority on grant projects/applications
- Prepare a new Shared Services Work Agreement with Lewis County for building inspection services during the scheduled absences of the Chehalis Building Inspector
- Receive and implement Flood Authority Grant Application for the Chehalis Flood Storage and Habitat Enhancement Master Plan – Phase 2
- Complete the Shoreline Master Program update
- Complete the Critical Areas Ordinance update
- Update Municipal Codes to remedy conflicting codes and clarify others (house-keeping)
- Continue developing Annual Work Plan process to ensure all compliance issues and deadlines are met
- Continue working toward achieving full implementation of permitting program

Significant Changes 2019:

- An increase of \$500 in Small Tools & Minor Equipment for one-time purchase of a portable printer
- An increase of \$1,000 in Professional Services for inspection and mapping services
- An increase of \$500 in Travel/Hotel/Per Diems for certification renewals and training

PLANNING AND BUILDING DEPARTMENT EXPENDITURE SUMMARY

| Planning and Building Primary Cost Summary | | | 2018 | 2018 | 2019 | % Change 2018-2019 |
|---|-------------------|-------------------|--------------------|-------------------|--------------------|-----------------------|
| | 2016 Actual | 2017 Actual | Original Budget | Amended Budget | Proposed Budget | |
| Wages | \$ 107,189 | \$ 158,300 | \$ 171,557 | \$ 180,348 | \$ 158,180 | -12.3% |
| Benefits | 60,777 | 72,995 | 80,088 | 84,734 | 79,423 | -6.3% |
| Supplies | 7,655 | 12,056 | 13,375 | 13,375 | 13,700 | 2.4% |
| Services | 467,899 | 93,948 | 55,040 | 46,813 | 52,380 | 11.9% |
| Capital | - | - | - | 17,500 | - | -100.0% |
| Other | 1,324 | 828 | 610 | 610 | 110 | -82.0% |
| Transfers Out | - | 100,000 | 9,596 | 9,596 | - | -100.0% |
| Total Expenditures | \$ 644,844 | \$ 438,127 | \$ 330,266 | \$ 352,976 | \$ 303,793 | -13.9% |
| Service Related Fees/Revenues | | | | | | |
| Business License & Permit | 27,880 | 29,885 | 30,050 | 30,050 | 29,530 | -1.7% |
| Building Permit Fees | 317,260 | 84,872 | 75,000 | 75,000 | 68,960 | -8.1% |
| Plan Checks | 183,725 | 52,685 | 47,500 | 47,500 | 88,030 | 85.3% |
| Other Com Dev Service Fees | 2,087 | 2,651 | 2,160 | 12,785 | 15,160 | 18.6% |
| Total Service Related Fees/Revenues | \$ 530,952 | \$ 170,093 | \$ 154,710 | \$ 165,335 | \$ 201,680 | 22.0% |
| Funding from General Revenues | \$ 113,892 | \$ 268,034 | \$ 175,556 | \$ 187,641 | \$ 102,113 | -45.6% |

| | | |
|--------------------|-----------------------------------|---------------------|
| FUND: | 001 - GENERAL FUND | EXPENDITURES |
| DEPARTMENT: | P2 - PLANNING AND BUILDING | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|---|---------------------------------------|-------------|-------------|----------------------|---------------------|----------------|---------------|----------------------------|--------------------|
| EXPENDITURE | | | | | | | | | |
| Inspections & Permits Administration | | | | | | | | | |
| 001.P2.524.011.11.00 | SALARIES AND WAGES | \$ 9,502 | \$ 96,414 | \$ 53,448 | \$ 53,448 | \$ 57,240 | | \$ 57,240 | 7.1% |
| 001.P2.524.011.12.00 | OVERTIME | - | 1,064 | 771 | 771 | 771 | | 771 | 0.0% |
| 001.P2.524.011.21.00 | PERSONNEL BENEFITS | 3,136 | 47,680 | 23,684 | 23,684 | 24,772 | | 24,772 | 4.6% |
| 001.P2.524.011.21.07 | PERSONNEL BENEFITS | 4,250 | - | - | - | - | | - | 0.0% |
| 001.P2.524.011.24.00 | UNIFORMS & CLOTHING | - | 184 | - | - | - | | - | 0.0% |
| 001.P2.524.011.31.00 | OFFICE & OPERATING SUPPLIES | 343 | 6,574 | 2,800 | 2,800 | 7,000 | | 7,000 | 150.0% |
| 001.P2.524.011.32.00 | FUEL CONSUMED | - | 52 | 500 | 500 | 500 | | 500 | 0.0% |
| 001.P2.524.011.35.00 | SMALL TOOLS & MINOR EQUIPMENT | - | 2,297 | 2,000 | 2,000 | 2,000 | 500 | 2,500 | 25.0% |
| 001.P2.524.011.41.00 | PROFESSIONAL SERVICES | 65,023 | 10,455 | 2,000 | 2,000 | 3,000 | | 3,000 | 50.0% |
| 001.P2.524.011.42.00 | COMMUNICATIONS | - | 3,136 | 1,260 | 1,560 | 4,000 | | 4,000 | 156.4% |
| 001.P2.524.011.43.00 | TRAVEL/HOTEL/PER DIEMS | - | 1,357 | 1,000 | 1,000 | 1,500 | | 1,500 | 50.0% |
| 001.P2.524.011.45.00 | RENTALS | - | 452 | 300 | 300 | 300 | | 300 | 0.0% |
| 001.P2.524.011.46.00 | INSURANCE | 722 | 4,625 | 4,860 | 4,860 | 4,860 | | 4,860 | 0.0% |
| 001.P2.524.011.47.00 | PUBLIC UTILITY SERVICE | 47 | 51 | - | - | - | | - | 0.0% |
| 001.P2.524.011.48.00 | REPAIR & MAINT- FACILITIES | 101 | 444 | - | - | - | | - | 0.0% |
| 001.P2.524.011.48.02 | REPAIR & MAINT - IT SOFTWARE/HARDWARE | - | - | - | - | 9,000 | | 9,000 | 0.0% |
| 001.P2.524.011.49.00 | MISCELLANEOUS | 266 | 9,917 | 17,500 | 8,973 | - | | - | -100.0% |
| 001.P2.524.011.51.00 | INTERGOVT PROF SERVICES | - | 3,615 | - | - | 4,000 | | 4,000 | 0.0% |
| 001.53.524.020.11.00 | SALARIES AND WAGES | 87,779 | - | - | - | - | | - | 0.0% |
| 001.53.524.020.12.00 | OVERTIME | 406 | - | - | - | - | | - | 0.0% |
| 001.53.524.020.21.00 | PERSONNEL BENEFITS | 46,004 | - | - | - | - | | - | 0.0% |
| 001.53.524.020.31.00 | OFFICE & OPERATING SUPPLIES | 1,087 | - | - | - | - | | - | 0.0% |

| | | |
|--------------------|-----------------------------------|---------------------|
| FUND: | 001 - GENERAL FUND | EXPENDITURES |
| DEPARTMENT: | P2 - PLANNING AND BUILDING | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|---|-------------------------------|----------------|----------------|----------------------|---------------------|----------------|---------------|----------------------------|--------------------|
| 001.53.524.020.42.00 | COMMUNICATIONS | 1,495 | - | - | - | - | - | - | 0.0% |
| 001.53.524.020.46.00 | INSURANCE | 2,436 | - | - | - | - | - | - | 0.0% |
| 001.53.524.020.48.00 | REPAIR & MAINT- FACILITIES | 81 | - | - | - | - | - | - | 0.0% |
| 001.53.558.050.41.02 | PROF SVCS-HEARING EXAMINER | 1,125 | - | - | - | - | - | - | 0.0% |
| 001.53.524.024.43.00 | TRAVEL/HOTEL/PER DIEMS | 30 | - | - | - | - | - | - | 0.0% |
| 001.53.524.024.49.00 | MISCELLANEOUS | 972 | - | - | - | - | - | - | 0.0% |
| Total Inspections & Permits Administration | | 224,805 | 188,317 | 110,123 | 101,896 | 118,943 | 500 | 119,443 | 17.2% |
| Flood Authority & Environmental | | | | | | | | | |
| 001.P2.553.030.31.00 | OFFICE & OPERATING SUPPLIES | - | - | 100 | 100 | 100 | - | 100 | 0.0% |
| 001.P2.553.030.43.00 | TRAVEL - FLOOD AUTHORITY | - | 411 | 300 | 300 | 300 | - | 300 | 0.0% |
| 001.P2.554.090.31.00 | OFFICE & OPERATING SUPPLIES | 514 | - | - | - | - | - | - | 0.0% |
| 001.P2.554.090.41.00 | PROFESSIONAL SERVICES | 103,550 | 5,450 | - | - | - | - | - | 0.0% |
| Total Flood Authority & Environmental | | 104,064 | 5,861 | 400 | 400 | 400 | - | 400 | 0.0% |
| Planning | | | | | | | | | |
| 001.P2.558.060.11.00 | SALARIES AND WAGES | - | 60,822 | 50,904 | 50,904 | 54,516 | - | 54,516 | 7.1% |
| 001.P2.558.060.12.02 | OVERTIME | - | - | 734 | 734 | 734 | - | 734 | 0.0% |
| 001.P2.558.060.21.00 | PERSONNEL BENEFITS | - | 25,131 | 28,610 | 28,610 | 29,846 | - | 29,846 | 4.3% |
| 001.P2.558.060.31.00 | OFFICE & OPERATING SUPPLIES | 3,438 | 836 | 6,875 | 6,875 | 2,500 | - | 2,500 | -63.6% |
| 001.P2.558.060.35.00 | SMALL TOOLS & MINOR EQUIPMENT | 648 | 2,297 | - | - | - | - | - | 0.0% |
| 001.P2.558.060.41.00 | PROFESSIONAL SERVICES | 274,200 | 9,562 | 16,000 | 16,000 | 16,000 | - | 16,000 | 0.0% |
| 001.P2.558.060.42.00 | COMMUNICATIONS | 1,323 | 1,783 | 4,000 | 4,000 | 1,600 | - | 1,600 | -60.0% |
| 001.P2.558.060.43.00 | TRAVEL/HOTEL/PER DIEMS | 1,095 | - | 1,500 | 1,500 | 1,500 | - | 1,500 | 0.0% |
| 001.P2.558.060.44.00 | ADVERTISING | 4,788 | 2,606 | 5,000 | 5,000 | 5,000 | - | 5,000 | 0.0% |

| | | |
|--------------------|-----------------------------------|---------------------|
| FUND: | 001 - GENERAL FUND | EXPENDITURES |
| DEPARTMENT: | P2 - PLANNING AND BUILDING | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|--|-----------------------------------|----------------|----------------|----------------------|---------------------|----------------|---------------|----------------------------|--------------------|
| 001.P2.558.060.45.00 | RENTALS | - | 452 | - | - | - | | - | 0.0% |
| 001.P2.558.060.48.00 | REPAIR & MAINT- FACILITIES | 344 | 328 | 200 | 200 | 200 | | 200 | 0.0% |
| 001.P2.558.060.49.00 | MISCELLANEOUS | 8,208 | 69 | - | - | - | | - | 0.0% |
| 001.P2.558.060.51.00 | INTERGOVT PROF SERVICES | 1,664 | 1,278 | - | - | - | | - | 0.0% |
| 001.P2.558.060.53.00 | EXTERNAL TAXES & OPER ASSESS | - | 1 | - | - | - | | - | 0.0% |
| Total Planning | | 295,708 | 105,165 | 113,823 | 113,823 | 111,896 | - | 111,896 | -1.7% |
| Property Development/Strategic Planning | | | | | | | | | |
| 001.53.558.061.11.00 | SALARIES AND WAGES | 9,502 | - | - | - | - | | - | 0.0% |
| 001.53.558.061.21.00 | PERSONNEL BENEFITS | 3,137 | - | - | - | - | | - | 0.0% |
| 001.53.558.061.21.07 | PERSONNEL BENEFITS - UNEMPLOYMENT | 4,250 | - | - | - | - | | - | 0.0% |
| 001.53.558.061.31.00 | OFFICE & OPERATING SUPPLIES | 1,625 | - | - | - | - | | - | 0.0% |
| 001.53.558.061.46.00 | INSURANCE | 344 | - | - | - | - | | - | 0.0% |
| 001.53.558.061.49.00 | MISCELLANEOUS | 25 | - | - | - | - | | - | 0.0% |
| 001.P2.559.030.11.00 | SALARIES AND WAGES | - | - | 65,700 | 74,491 | 44,919 | | 44,919 | -39.7% |
| 001.P2.559.030.21.00 | PERSONNEL BENEFITS | - | - | 27,794 | 32,440 | 24,805 | | 24,805 | -23.5% |
| 001.P2.559.030.31.00 | OFFICE & OPERATING SUPPLIES | - | - | 1,100 | 1,100 | 1,100 | | 1,100 | 0.0% |
| 001.P2.559.030.41.00 | PROFESSIONAL SERVICES | 60 | 37,514 | - | - | - | | - | 0.0% |
| 001.P2.559.030.45.00 | RENTALS | - | - | 700 | 700 | 700 | | 700 | 0.0% |
| 001.P2.559.030.46.00 | INSURANCE | - | 395 | 420 | 420 | 420 | | 420 | 0.0% |
| 001.P2.559.030.49.00 | MISCELLANEOUS | - | 47 | - | - | - | | - | 0.0% |
| Total Property Development/Strategic Planning | | 18,943 | 37,956 | 95,714 | 109,151 | 71,944 | - | 71,944 | -34.1% |
| Due to State | | | | | | | | | |
| 001.P2.589.010.00.00 | FIREWORK STAND DEPOSITS | 1,000 | 500 | 500 | 500 | - | | - | -100.0% |

| FUND: | | 001 - GENERAL FUND | | | | EXPENDITURES | | | |
|------------------------------------|----------------------------------|----------------------------|-------------------|----------------------|---------------------|-------------------|---------------|----------------------------|--------------------|
| DEPARTMENT: | | P2 - PLANNING AND BUILDING | | | | | | | |
| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
| 001.P2.589.030.00.04 | DUE TO STATE - SALES TAX | - | 8 | 10 | 10 | 10 | | 10 | 0.0% |
| 001.P2.589.030.00.24 | DUE TO STATE - ST BLDG CODE FEES | 324 | 320 | 100 | 100 | 100 | | 100 | 0.0% |
| Total Due to State | | 1,324 | 828 | 610 | 610 | 110 | - | 110 | -82.0% |
| Capital Outlay | | | | | | | | | |
| 001.P2.594.024.64.00 | MACHINERY & EQUIPMENT | - | - | - | 17,500 | - | | - | -100.0% |
| Total Capital Outlay | | - | - | - | 17,500 | - | - | - | -100.0% |
| Transfers Out | | | | | | | | | |
| 001.P2.597.000.05.04 | TRANSFER OUT - FUND 004 | - | 100,000 | 9,596 | 9,596 | - | | - | -100.0% |
| Total Transfers Out | | - | 100,000 | 9,596 | 9,596 | - | - | - | -100.0% |
| TOTAL PLANNING AND BUILDING | | \$ 644,844 | \$ 438,127 | \$ 330,266 | \$ 352,976 | \$ 303,293 | \$ 500 | \$ 303,793 | -13.9% |

RECREATION DEPARTMENT General Fund 001 Department R1

Employees:

| Department / Classification | 2016 Actual | 2017 Actual | 2018 Adopted | 2018 Amended Budget | 2019 Proposed Budget | Change from 2018 Amended to 2019 Budget |
|---|----------------|----------------|-----------------|---------------------------|----------------------------|---|
| RECREATION | | | | | | |
| Administrative Assistant | 1.00 | 1.50 | 1.50 | 1.50 | 1.50 | 0.00 |
| Recreation Assistant | 0.75 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Swimming Pool Staff (Seasonal) | 2.00 | 3.00 | 2.00 | 2.00 | 3.00 | 1.00 |
| Recreational Aides (Seasonal) | 2.08 | 1.00 | 0.00 | 2.08 | 0.00 | -2.08 |
| Recreation/Aquatics Manager | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Community Development Director | 0.00 | 0.00 | 0.00 | 0.00 | 0.02 | 0.02 |
| Total Recreation Employees (FTE) | 6.83 | 6.50 | 4.50 | 6.58 | 5.52 | -1.06 |

Mission and Responsibilities:

The Recreation Department is responsible for providing leisure, cultural and recreational activities, including management of staff and programs at the municipal swimming pool located at the Gail and Carolyn Shaw Aquatics Center.

2018 Accomplishments:

- Held the Music in the Park series consisting of three Friday evenings of free music entertainment at Recreation Park. The program was well attended
- Assist the recreational youth sports leagues to offer opportunities for the youth of Chehalis utilizing the park system
- Worked closely with the Chehalis School District to maintain our Inter-Governmental Cooperation Agreement to share Chehalis School District and City of Chehalis facilities for community use
- Hosted a variety of invitational sport tournaments bringing 100+ teams to our community
- Sold 293 season passes for the Gail and Carolyn Shaw Aquatics Center to Chehalis School District Residents
- Accommodated 31,347 visitors at the Shaw Aquatics Center this summer, averaging 344 visitors a day
- Registered 819 children for swim lessons
- Maintained a free spray park that is enjoyed by thousands of users throughout the Spring and Summer months
- The Parks Recreation and Open Space Plan (PROS) was adopted by resolution NO. 1-2018 on March 12, 2018
- Assisted with design work for the Recreation Park Project
- Submitted two State and one Federal grant in support of the Recreation Park Renovation Program, which ranked well and could be funded if the State authorizes sufficient funding for the grant programs
- Assisted in forming the Penny Playground Strategic Planning Committee to assist with the design and fundraising for the project

2019 Goals and Objectives:

- Continue to focus on offering programs that attract visitors to our community including youth and adult athletic events
- Identify and coordinate uses of city facilities for community-based events
- Continue Recreation Park renovation efforts to create phasing and funding options. Identify and apply for additional grant funding
- Continue to work with the Penny Playground Strategic Planning Committee to design and raise funds to sponsor the playground segment of the project
- Continue to maintain an excellent working relationship with the Chehalis School District in sharing school district and City of Chehalis facilities
- Continue to pursue new and exciting recreational and aquatic opportunities for our community
- Maintain a high attendance level at the Shaw Aquatics Center by providing a beautifully maintained, safe and fun environment

Significant Changes 2019:

Recreation Administration 571.011

- 48.02 \$1,000 Repair and Maintenance – IT Software, gas and vehicle maintenance for Recreation Department vehicle
- 48.02 \$3,300 Repair and Maintenance – IT Software, per Ed, 3 computers needed for software updates, can be done over 2 years – One Time Only
- 49.00 \$500 Miscellaneous – Training/Annual Conference
- 49.01 \$500 Registration – Training/Annual Conference
- 49.02 \$300 Membership Dues/Subscriptions – Washington Recreation and Parks Association (WRPA) Dues

Pool – 571.022

- 05.00 \$4,440 Increase wages to accommodate the increase in minimum wage
- 42.00 \$600 Placed back in budget to cover Wi-Fi cost at the pool – split between Recreation and Maintenance
- 49.01 \$500 Training

RECREATION DEPARTMENT EXPENDITURE SUMMARY

| Recreation Department Primary Cost Summary | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Proposed Budget | % Change 2018-2019 |
|---|-------------------|-------------------|----------------------------|---------------------------|----------------------------|-----------------------|
| Wages | \$ 216,560 | \$ 226,210 | \$ 234,760 | \$ 235,110 | \$ 241,920 | 2.9% |
| Benefits | 86,168 | 84,364 | 86,773 | 86,845 | 101,724 | 0.0% |
| Supplies | 20,108 | 20,775 | 30,500 | 30,500 | 30,500 | -6.3% |
| Services | 77,817 | 137,872 | 92,945 | 105,720 | 99,070 | 0.0% |
| Other | 8,453 | 7,020 | 9,665 | 9,665 | 9,665 | |
| Total Expenditures | \$ 409,106 | \$ 476,241 | \$ 454,643 | \$ 467,840 | \$ 482,879 | 3.2% |
| Service Related Fees/Revenues | | | | | | |
| Activity Fees/Pool | 67,821 | 101,276 | 80,000 | 80,000 | 86,180 | 7.7% |
| Program Fees - Swim Lessons | 29,376 | 26,224 | 30,000 | 30,000 | 29,760 | -0.8% |
| Program Fees - Other | 77,120 | 78,351 | 83,000 | 83,000 | 77,960 | -6.1% |
| Donations | 26,565 | 16,993 | - | - | - | 0.0% |
| Concessions and Other | 9,931 | 14,644 | 11,650 | 11,650 | 16,185 | 38.9% |
| Total Service Related Fees/Revenues | \$ 210,813 | \$ 237,488 | \$ 204,650 | \$ 204,650 | \$ 210,085 | 2.7% |
| Funding from General Revenues | \$ 198,293 | \$ 238,753 | \$ 249,993 | \$ 263,190 | \$ 272,794 | 3.6% |

| | | |
|--------------------|---------------------------|--------------------|
| FUND: | 001 - GENERAL FUND | EXPENDITURE |
| DEPARTMENT: | R1 - RECREATION | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|----------------------------------|-------------------------------|---------------|----------------|----------------------|---------------------|----------------|---------------|----------------------------|--------------------|
| EXPENDITURES | | | | | | | | | |
| Recreation Administration | | | | | | | | | |
| 001.R1.571.011.11.00 | SALARIES AND WAGES | \$ 27,215 | \$ 132,583 | \$ 144,760 | \$ 145,110 | \$ 154,920 | | \$ 154,920 | 6.8% |
| 001.R1.571.011.11.05 | PART TIME SALARIES AND WAGES | - | 4,692 | - | - | - | | - | 0.0% |
| 001.R1.571.011.21.00 | PERSONNEL BENEFITS | 10,428 | 68,086 | 70,353 | 70,425 | 85,724 | | 85,724 | 21.7% |
| 001.R1.571.011.21.05 | PERSONNEL BENEFITS | - | 400 | - | - | - | | - | 0.0% |
| 001.R1.571.011.21.07 | PERSONNEL BENEFITS | 996 | - | - | - | - | | - | 0.0% |
| 001.R1.571.011.31.00 | OFFICE & OPERATING SUPPLIES | 2,018 | 1,122 | 3,000 | 3,000 | 3,000 | | 3,000 | 0.0% |
| 001.R1.571.011.35.00 | SMALL TOOLS & MINOR EQUIPMENT | - | 342 | - | - | - | | - | 0.0% |
| 001.R1.571.011.41.00 | PROFESSIONAL SERVICES | - | 101 | - | 10,000 | - | | - | -100.0% |
| 001.R1.571.011.42.00 | COMMUNICATIONS | - | 530 | - | - | 550 | | 550 | 0.0% |
| 001.R1.571.011.43.00 | TRAVEL/HOTEL/PER DIEMS | - | 86 | - | - | - | | - | 0.0% |
| 001.R1.571.011.44.00 | ADVERTISING | - | 47 | - | - | - | | - | 0.0% |
| 001.R1.571.011.45.00 | RENTALS | - | 904 | 1,700 | 1,700 | 1,700 | | 1,700 | 0.0% |
| 001.R1.571.011.46.00 | INSURANCE | 4,129 | 4,741 | 5,025 | 5,025 | 5,025 | | 5,025 | 0.0% |
| 001.R1.571.011.48.00 | REPAIR & MAINT- FACILITIES | 486 | 1,527 | - | - | - | | - | 0.0% |
| 001.R1.571.011.48.01 | REPAIR & MAINT - EQUIPMENT | - | - | - | - | 1,000 | | 1,000 | 0.0% |
| 001.R1.571.011.49.00 | MISCELLANEOUS | 25 | 267 | - | - | 500 | | 500 | 0.0% |
| 001.R1.571.011.49.01 | REGISTRATION | - | - | - | - | 500 | | 500 | 0.0% |
| 001.R1.571.011.49.02 | MEMBERSHIP DUES/SUBSCRIPTIONS | - | - | - | - | 300 | | 300 | 0.0% |
| Total Rec Administration | | 45,297 | 215,428 | 224,838 | 235,260 | 253,219 | - | 253,219 | 7.6% |
| Recreation Services | | | | | | | | | |
| 001.R1.571.020.11.00 | SALARIES AND WAGES | 109,878 | - | - | - | - | | - | 0.0% |

| | | |
|--------------------|---------------------------|--------------------|
| FUND: | 001 - GENERAL FUND | EXPENDITURE |
| DEPARTMENT: | R1 - RECREATION | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|----------------------------------|--------------------------------|----------------|----------------|----------------------|---------------------|----------------|---------------|----------------------------|--------------------|
| 001.R1.571.020.11.05 | PART TIME SALARIES AND WAGES | 2,532 | 1,441 | 10,000 | 10,000 | - | - | - | -100.0% |
| 001.R1.571.020.21.00 | PERSONNEL BENEFITS | 59,779 | - | - | - | - | - | - | 0.0% |
| 001.R1.571.020.21.05 | PERSONNEL BENEFITS - PT | 805 | 567 | 1,300 | 1,300 | - | - | - | -100.0% |
| 001.R1.571.020.31.00 | OFFICE & OPERATING SUPPLIES | 13,370 | 12,011 | 16,000 | 16,000 | 16,000 | - | 16,000 | 0.0% |
| 001.R1.571.020.34.00 | ITEMS PURCH'D FOR INV & RESALE | - | 370 | 500 | 500 | 500 | - | 500 | 0.0% |
| 001.R1.571.020.41.00 | PROFESSIONAL SERVICES | 52,301 | 108,535 | 64,000 | 64,000 | 64,000 | - | 64,000 | 0.0% |
| 001.R1.571.020.42.00 | COMMUNICATIONS | 163 | 166 | 400 | 400 | 400 | - | 400 | 0.0% |
| 001.R1.571.020.44.00 | ADVERTISING | 255 | - | 300 | 300 | 300 | - | 300 | 0.0% |
| 001.R1.571.020.45.00 | RENTALS | 900 | 967 | 900 | 900 | 900 | - | 900 | 0.0% |
| 001.R1.571.020.46.00 | INSURANCE | 136 | 136 | 145 | 145 | 145 | - | 145 | 0.0% |
| 001.R1.571.020.49.00 | MISCELLANEOUS | 105 | 24 | - | - | - | - | - | 0.0% |
| 001.R1.571.020.53.00 | EXTERNAL TAXES & OPER ASSESS | - | 409 | - | - | - | - | - | 0.0% |
| Total Recreation Services | | 240,224 | 124,626 | 93,545 | 93,545 | 82,245 | - | 82,245 | -12.1% |
| Recreation Pool | | | | | | | | | |
| 001.R1.571.022.11.05 | PART TIME SALARIES AND WAGES | 76,293 | 87,494 | 80,000 | 80,000 | 87,000 | - | 87,000 | 8.8% |
| 001.R1.571.022.12.05 | OVERTIME | 642 | - | - | - | - | - | - | 0.0% |
| 001.R1.571.022.21.05 | PERSONNEL BENEFITS | 14,160 | 15,311 | 15,120 | 15,120 | 16,000 | - | 16,000 | 5.8% |
| 001.R1.571.022.31.00 | OFFICE & OPERATING SUPPLIES | 4,106 | 6,075 | 9,500 | 9,500 | 9,500 | - | 9,500 | 0.0% |
| 001.R1.571.022.34.00 | ITEMS PURCH'D FOR INV & RESALE | 614 | 855 | 1,500 | 1,500 | 1,500 | - | 1,500 | 0.0% |
| 001.R1.571.022.41.00 | PROFESSIONAL SERVICES | 492 | - | 350 | 350 | 350 | - | 350 | 0.0% |
| 001.R1.571.022.42.00 | COMMUNICATIONS | - | - | 900 | 900 | 900 | - | 900 | 0.0% |
| 001.R1.571.022.43.00 | TRAVEL/HOTEL/PER DIEMS | - | - | 400 | 400 | 400 | - | 400 | 0.0% |
| 001.R1.571.022.44.00 | ADVERTISING | 167 | 214 | 200 | 200 | 200 | - | 200 | 0.0% |
| 001.R1.571.022.45.00 | RENTALS | 19 | - | 200 | 200 | 200 | - | 200 | 0.0% |

| | | |
|--------------------|---------------------------|--------------------|
| FUND: | 001 - GENERAL FUND | EXPENDITURE |
| DEPARTMENT: | R1 - RECREATION | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|-----------------------------------|--------------------------------|-------------------|-------------------|----------------------|---------------------|-------------------|---------------|----------------------------|--------------------|
| 001.R1.571.022.46.00 | INSURANCE | 2,409 | 2,023 | 2,225 | 5,000 | 5,000 | | 5,000 | 0.0% |
| 001.R1.571.022.48.00 | REPAIR & MAINT- FACILITIES | - | 1,461 | - | - | - | | - | 0.0% |
| 001.R1.571.022.49.00 | MISCELLANEOUS | 766 | 734 | 1,200 | 1,200 | 1,200 | | 1,200 | 0.0% |
| 001.R1.571.022.49.01 | REGISTRATION | - | - | - | - | 500 | | 500 | 0.0% |
| 001.53.571.024.43.00 | TRAVEL/HOTEL/PER DIEMS | 89 | - | - | - | - | | - | 0.0% |
| 001.53.571.024.49.00 | MISCELLANEOUS | 375 | - | - | - | - | | - | 0.0% |
| Total Recreation Pool | | 100,132 | 114,167 | 111,595 | 114,370 | 122,750 | - | 122,750 | 7.3% |
| Spectator/Community Events | | | | | | | | | |
| 001.R1.573.090.49.00 | MISCELLANEOUS | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | | 15,000 | 0.0% |
| Total Spectator/Com Events | | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | - | 15,000 | 0.0% |
| Due to State | | | | | | | | | |
| 001.R1.586.014.00.00 | DUE TO STATE - HOTEL/MOTEL TAX | 543 | - | - | - | - | | - | 0.0% |
| 001.R1.589.030.00.04 | DUE TO STATE - SALES TAX | 7,910 | 7,020 | 9,665 | 9,665 | 9,665 | | 9,665 | 0.0% |
| Total Due to State | | 8,453 | 7,020 | 9,665 | 9,665 | 9,665 | - | 9,665 | 0.0% |
| TOTAL RECREATION | | \$ 409,106 | \$ 476,241 | \$ 454,643 | \$ 467,840 | \$ 482,879 | \$ - | \$ 482,879 | 3.2% |

**PUBLIC WORKS STREETS DEPARTMENT
General Fund 001 Department K1**

Employees:

| Department / Classification | 2016 Actual | 2017 Actual | 2018 Adopted | 2018 | 2019 | Change |
|--|----------------|----------------|-----------------|-------------------|--------------------|---|
| | | | | Amended Budget | Proposed Budget | from 2018 Amended to 2019 Budget |
| PUBLIC WORKS - STREETS | | | | | | |
| Public Works Director | 0.25 | 0.20 | 0.20 | 0.20 | 0.20 | 0.00 |
| Public Works Office Manager | 0.25 | 0.25 | 0.20 | 0.20 | 0.20 | 0.00 |
| Street/Stormwater Superintendent | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 | 0.00 |
| Vehicle Maintenance Tech. | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Engineering Tech. III | 0.11 | 0.06 | 0.06 | 0.06 | 0.30 | 0.24 |
| Engineering Tech II | 0.00 | 0.00 | 0.00 | 0.00 | 0.30 | 0.30 |
| Equipment Operator I | 0.75 | 0.50 | 0.50 | 0.50 | 0.50 | 0.00 |
| Equipment Operator II | 0.75 | 0.50 | 0.50 | 0.50 | 0.50 | 0.00 |
| Community Development Director | 0.00 | 0.00 | 0.05 | 0.05 | 0.08 | 0.03 |
| Planning and Building Manager | 0.00 | 0.00 | 0.00 | 0.00 | 0.10 | 0.10 |
| Property Maint. Aide (Seasonal) | 1.20 | 0.80 | 0.00 | 1.20 | 0.80 | -0.40 |
| Total PW Street Employees (FTE) | 4.81 | 3.81 | 3.01 | 4.21 | 4.48 | 0.27 |

Mission and Responsibilities:

The Street Department is responsible for planning, design, construction, operation and maintenance of the City's transportation system, including the street and pedestrian networks. This department also provides vehicle and equipment repair and maintenance services to other city departments. Streetlights in the business districts are maintained by the Department and it also contracts with the local utility for streetlights in other areas of the city.

Administration and planning include the management and supervision of all the various operations and programs of the department. These duties include planning and reporting for capital improvements, street and bridge inspection and the traffic sign management. **Traffic control** consists of the installation and maintenance of traffic control devices such as signs, signals, pavement markings, crosswalks, etc., to ensure that all devices are following State and Federal traffic control regulations.

Sidewalk management includes inspection, rehabilitation, construction, access ramps and curbing in compliance with all ADA requirements, while sidewalk maintenance is the responsibility to the abutting property owner. **Street operation and maintenance** include the repair and maintenance of asphalt, concrete and oiled street surfaces and requires the use of various techniques such as asphalt and concrete installation, overlaying, chip sealing, patching, pot hole repair and crack sealing. It also includes bridge inspection and maintenance, snow and ice control and street sweeping. (Street sweeping costs are split between the General Fund and the Storm Utility.)

2018 Accomplishments:

- Continued the street oiling program and oiled 8 lane miles
- Performed pothole repair and general street maintenance
- Continued traffic sign maintenance and repair as needed

- Purchased and installed flashing pedestrian beacons at two locations on SW 13th Street
- Responded to customer complaints/concerns
- Aided other city departments in accomplishing their goals (flag installation, weekend road closures, stormwater repairs, ditch cleaning and dead animal removal)
- Painted curbs and pavement markings
- Completed the N Market Grind and Inlay Project
- Completed the National Avenue Slide Repair Project
- Completed the Chamber Way Grind and Inlay Project
- Completed the Prospect Slide Grind and Inlay Project
- Completed isolated base failure repairs on Chehalis Avenue
- Completed required Bridge Inspections
- Completed load ratings for bridges
- Work with consultant and electrician to replace Opticomms at 13th Street and Market Boulevard

2019 Goals and Objectives:

- Continue the street oiling program
- Continue crack sealing program
- Continue to perform sign maintenance and repair as needed
- Respond to customer complaints/concerns
- Continue working on pothole repair and general street maintenance
- Complete street improvements on Pacific Avenue between Main Street and Park
- Continue painting curb and pavement markings
- Design work for National Avenue Improvements
- Design work for Chehalis Avenue Reconstruction

Significant Changes 2019:

Overtime estimate has been included in this year's budget totaling \$4850.

STREET DEPARTMENT EXPENDITURE SUMMARY

| Street Department | | | 2018 | 2018 | 2019 | % Change |
|--|---------------------|---------------------|-------------------|-------------------|-------------------|---------------|
| Primary Cost Summary | 2016 Actual | 2017 Actual | Original Budget | Amended Budget | Proposed Budget | 2018-2019 |
| Wages | \$ 198,927 | \$ 189,403 | \$ 226,978 | \$ 232,457 | \$ 268,384 | 15.5% |
| Benefits | 87,525 | 85,228 | 99,934 | 101,173 | 108,564 | 7.3% |
| Supplies | 39,317 | 78,773 | 51,530 | 51,530 | 53,518 | 3.9% |
| Services | 177,334 | 162,289 | 180,581 | 183,291 | 170,884 | -6.8% |
| Capital | 513,607 | 3,900 | 25,000 | 25,000 | 1,200 | -95.2% |
| Debt Service | - | 2,377 | 14,200 | 14,200 | 14,260 | 0.4% |
| Total Expenditures | \$ 1,016,710 | \$ 521,970 | \$ 598,223 | \$ 607,651 | \$ 616,810 | 1.5% |
| Related Service Fees/Revenues | | | | | | |
| Grants | 41,621 | 842,292 | - | - | - | 0.0% |
| State Shared Revenue - Multimodal | 7,537 | 7,847 | 10,575 | 10,575 | 10,371 | -1.9% |
| Transfer and Other | 21,410 | 134 | 135 | 4,409 | 135 | -96.9% |
| Total Related Service Fees/Revenues | \$ 70,568 | \$ 850,273 | \$ 10,710 | \$ 14,984 | \$ 10,506 | -29.9% |
| Funding from General Revenues | \$ 946,142 | \$ (328,303) | \$ 587,513 | \$ 592,667 | \$ 606,304 | 2.3% |

| | | |
|--------------------|---------------------------|---------------------|
| FUND: | 001 - GENERAL FUND | EXPENDITURES |
| DEPARTMENT: | K1 - STREET | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|--|-------------------------------|---------------|---------------|----------------------|---------------------|----------------|---------------|----------------------------|--------------------|
| EXPENDITURES | | | | | | | | | |
| Vehicle Shop - Maintenance CD | | | | | | | | | |
| 001.K1.518.030.11.06 | SALARIES AND WAGES | \$ 6,941 | \$ - | \$ - | \$ - | \$ - | | \$ - | 0.0% |
| 001.K1.518.030.21.06 | PERSONNEL BENEFITS | 3,469 | - | - | - | - | | - | 0.0% |
| Total Vehicle Shop - Maintenance CD | | 10,410 | - | - | - | - | - | - | 0.0% |
| Vehicle Shop Maintenance | | | | | | | | | |
| 001.K1.518.032.11.06 | SALARIES AND WAGES | 19,278 | 26,374 | 61,176 | 61,176 | 60,520 | | 60,520 | -1.1% |
| 001.K1.518.032.21.06 | PERSONNEL BENEFITS | 7,325 | 14,644 | 25,253 | 25,253 | 25,440 | | 25,440 | 0.7% |
| 001.K1.518.032.24.06 | UNIFORMS & CLOTHING | 184 | 184 | 184 | 184 | 184 | | 184 | 0.0% |
| 001.K1.518.032.31.00 | OFFICE & OPERATING SUPPLIES | 155 | - | 200 | 200 | 200 | | 200 | 0.0% |
| 001.K1.518.032.31.01 | OFFICE & OPERATING SUPPLIES | 8,624 | 15,599 | 17,000 | 17,000 | 17,000 | | 17,000 | 0.0% |
| 001.K1.518.032.32.00 | FUEL CONSUMED | 668 | 900 | 800 | 800 | 800 | | 800 | 0.0% |
| 001.K1.518.032.41.00 | PROFESSIONAL SERVICES | - | 175 | - | - | - | | - | 0.0% |
| 001.K1.518.032.42.00 | COMMUNICATIONS | 229 | 226 | 250 | 250 | 250 | | 250 | 0.0% |
| 001.K1.518.032.43.00 | TRAVEL/HOTEL/PER DIEMS | - | - | 250 | 250 | 250 | | 250 | 0.0% |
| 001.K1.518.032.48.00 | REPAIR & MAINT- FACILITIES | 150 | 88 | - | - | - | | - | 0.0% |
| 001.K1.518.032.48.01 | REPAIR & MAINT- EQUIPMENT | 1,548 | 9,298 | 20,000 | 20,000 | 6,000 | | 6,000 | -70.0% |
| 001.K1.518.032.49.00 | MISCELLANEOUS | - | - | 250 | 250 | 250 | | 250 | 0.0% |
| Total Vehicle Shop Maintenance | | 38,161 | 67,488 | 125,363 | 125,363 | 110,894 | - | 110,894 | -11.5% |
| Vehicle Shop Maintenance - City-Wide Supplies | | | | | | | | | |
| 001.K1.518.033.31.02 | OFFICE & OPERATING SUPPLIES | 11,578 | 8,758 | 12,000 | 12,000 | 12,225 | | 12,225 | 1.9% |
| 001.K1.518.033.35.02 | SMALL TOOLS & MINOR EQUIPMENT | 374 | - | 1,000 | 1,000 | 1,000 | | 1,000 | 0.0% |
| 001.K1.518.033.41.02 | PROFESSIONAL SERVICES | 1,022 | 843 | 900 | 900 | 900 | | 900 | 0.0% |

| | | |
|--------------------|---------------------------|---------------------|
| FUND: | 001 - GENERAL FUND | EXPENDITURES |
| DEPARTMENT: | K1 - STREET | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|--|------------------------------------|---------------|---------------|----------------------|---------------------|----------------|---------------|----------------------------|--------------------|
| 001.K1.518.033.49.02 | MEMBERSHIP DUES/SUBSCRIPTIONS | 1,998 | 1,722 | 2,500 | 2,500 | 2,500 | | 2,500 | 0.0% |
| Total Vehicle Shop Maintenance - City-Wide Supplies | | 14,972 | 11,323 | 16,400 | 16,400 | 16,625 | - | 16,625 | 1.4% |
| Bridges/Structures | | | | | | | | | |
| 001.K1.521.050.11.06 | SALARIES AND WAGES | 10,538 | - | - | - | - | | - | 0.0% |
| 001.K1.521.050.21.06 | PERSONNEL BENEFITS | 4,171 | - | - | - | - | | - | 0.0% |
| 001.K1.542.050.31.00 | OFFICE & OPERATING SUPPLIES | - | 16 | - | - | - | | - | 0.0% |
| 001.K1.542.050.41.00 | PROFESSIONAL SERVICES | 5,674 | - | - | - | - | | - | 0.0% |
| 001.K1.542.050.44.01 | ADVERTISING - SCOUR BRIDGE PROJECT | 1,537 | - | - | - | - | | - | 0.0% |
| Total Bridges/Structures | | 21,920 | 16 | - | - | - | - | - | 0.0% |
| Roadways | | | | | | | | | |
| 001.K1.542.030.11.00 | SALARIES AND WAGES | 58,098 | 58,184 | 55,950 | 55,950 | 58,416 | 13,511 | 71,927 | 28.6% |
| 001.K1.542.030.11.05 | PART SALARIES AND WAGES | 20,127 | 23,191 | 33,480 | 33,480 | 25,963 | | 25,963 | -22.5% |
| 001.K1.542.030.11.06 | SALARIES AND WAGES | 3,365 | 2,560 | - | - | - | | - | 0.0% |
| 001.K1.542.030.12.00 | OVERTIME | 791 | 503 | - | - | 1,500 | | 1,500 | 0.0% |
| 001.K1.542.030.12.06 | OVERTIME | 581 | 341 | - | - | 500 | | 500 | 0.0% |
| 001.K1.542.030.21.00 | PERSONNEL BENEFITS | 32,662 | 31,733 | 33,941 | 33,941 | 34,023 | | 34,023 | 0.2% |
| 001.K1.542.030.21.05 | PART TIME PERSONNEL BENEFITS | 3,755 | 4,082 | 6,361 | 6,361 | 4,431 | | 4,431 | -30.3% |
| 001.K1.542.030.21.06 | PERSONNEL BENEFITS | 1,628 | 791 | - | - | - | | - | 0.0% |
| 001.K1.542.030.24.00 | UNIFORMS & CLOTHING | 450 | 251 | 350 | 350 | 350 | | 350 | 0.0% |
| 001.K1.542.030.31.00 | OFFICE & OPERATING SUPPLIES | 8,266 | 6,172 | 1,700 | 1,700 | 1,700 | | 1,700 | 0.0% |
| 001.K1.542.030.32.00 | FUEL CONSUMED | 6,689 | 9,673 | 10,000 | 10,000 | 10,000 | | 10,000 | 0.0% |
| 001.K1.542.030.35.00 | SMALL TOOLS & MINOR EQUIPMENT | - | 580 | 1,000 | 1,000 | 1,000 | | 1,000 | 0.0% |
| 001.K1.542.030.41.00 | PROFESSIONAL SERVICES | - | - | 1,000 | 1,000 | 1,000 | | 1,000 | 0.0% |
| 001.K1.542.030.42.00 | COMMUNICATIONS | 26 | 24 | 200 | 200 | 200 | | 200 | 0.0% |

| | | |
|--------------------|---------------------------|---------------------|
| FUND: | 001 - GENERAL FUND | EXPENDITURES |
| DEPARTMENT: | K1 - STREET | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One- Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|------------------------------|-------------------------------|----------------|----------------|----------------------------|---------------------------|-------------------|-------------------|----------------------------------|-----------------------|
| 001.K1.542.030.44.00 | ADVERTISING | 148 | 782 | 500 | 500 | 500 | | 500 | 0.0% |
| 001.K1.542.030.45.00 | RENTALS | 3,317 | 2,694 | 4,000 | 4,000 | 4,000 | | 4,000 | 0.0% |
| 001.K1.542.030.47.00 | PUBLIC UTILITY SERVICE | 962 | 55 | 6,000 | 6,000 | 6,000 | | 6,000 | 0.0% |
| 001.K1.542.030.48.00 | REPAIR & MAINT- FACILITIES | 8 | 126 | 1,000 | 1,000 | 1,000 | | 1,000 | 0.0% |
| 001.K1.542.030.49.00 | MISCELLANEOUS | 111 | 191 | - | - | - | | - | 0.0% |
| Total Roadways | | 140,984 | 141,933 | 155,482 | 155,482 | 150,583 | 13,511 | 164,094 | 5.5% |
| Streetlights | | | | | | | | | |
| 001.K1.542.063.31.00 | OFFICE & OPERATING SUPPLIES | - | - | 3,500 | 3,500 | 3,500 | | 3,500 | 0.0% |
| 001.K1.542.063.47.00 | PUBLIC UTILITY SERVICE | 73,032 | 74,669 | 77,750 | 77,750 | 79,225 | | 79,225 | 1.9% |
| 001.K1.542.063.48.00 | REPAIR & MAINT- FACILITIES | - | 2,770 | 5,000 | 5,000 | 5,000 | | 5,000 | 0.0% |
| Total Streetlights | | 73,032 | 77,439 | 86,250 | 86,250 | 87,725 | - | 87,725 | 1.7% |
| Traffic Control | | | | | | | | | |
| 001.K1.542.064.11.00 | SALARIES AND WAGES | 1,808 | 855 | - | - | - | | - | 0.0% |
| 001.K1.542.064.12.00 | OVERTIME | 217 | 672 | - | - | 750 | | 750 | 0.0% |
| 001.K1.542.064.12.06 | OVERTIME | 712 | 794 | - | - | 500 | | 500 | 0.0% |
| 001.K1.542.064.21.00 | PERSONNEL BENEFITS | 1,423 | 492 | - | - | - | | - | 0.0% |
| 001.K1.542.064.21.06 | PERSONNEL BENEFITS | 271 | 199 | - | - | - | | - | 0.0% |
| 001.K1.542.064.31.00 | OFFICE & OPERATING SUPPLIES | 28 | 32,669 | - | - | - | | - | 0.0% |
| 001.K1.542.064.35.00 | SMALL TOOLS & MINOR EQUIPMENT | 540 | 1,279 | 1,000 | 1,000 | 1,000 | | 1,000 | 0.0% |
| 001.K1.542.064.41.00 | PROFESSIONAL SERVICES | 500 | 4,707 | 15,000 | 15,000 | 15,000 | | 15,000 | 0.0% |
| 001.K1.542.064.45.00 | RENTALS | 80 | - | - | - | - | | - | 0.0% |
| 001.K1.542.064.47.00 | PUBLIC UTILITY SERVICE | 8,488 | 8,976 | 8,856 | 8,856 | 9,025 | | 9,025 | 1.9% |
| 001.K1.542.064.48.00 | REPAIR & MAINT- FACILITIES | - | 6,647 | 5,000 | 5,000 | 5,000 | | 5,000 | 0.0% |
| Total Traffic Control | | 14,067 | 57,290 | 29,856 | 29,856 | 31,275 | - | 31,275 | 4.8% |

| | | |
|--------------------|---------------------------|---------------------|
| FUND: | 001 - GENERAL FUND | EXPENDITURES |
| DEPARTMENT: | K1 - STREET | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|-----------------------------------|----------------------------------|--------------|--------------|----------------------|---------------------|----------------|---------------|----------------------------|--------------------|
| Snow and Ice Control | | | | | | | | | |
| 001.K1.542.066.11.00 | SALARIES AND WAGES | 588 | - | - | - | - | - | - | 0.0% |
| 001.K1.542.066.12.00 | OVERTIME | 447 | 3,046 | - | - | 1,200 | - | 1,200 | 0.0% |
| 001.K1.542.066.12.06 | OVERTIME | - | 468 | - | - | 400 | - | 400 | 0.0% |
| 001.K1.542.066.21.00 | PERSONNEL BENEFITS | 578 | 1,636 | - | - | - | - | - | 0.0% |
| 001.K1.542.066.21.06 | PERSONNEL BENEFITS | - | 188 | - | - | - | - | - | 0.0% |
| 001.K1.542.066.31.00 | OFFICE & OPERATING SUPPLIES | 789 | - | 500 | 500 | 500 | - | 500 | 0.0% |
| 001.K1.542.066.48.00 | REPAIR & MAINT- FACILITIES | - | - | 500 | 500 | 500 | - | 500 | 0.0% |
| Total Snow and Ice Control | | 2,402 | 5,338 | 1,000 | 1,000 | 2,600 | - | 2,600 | 160.0% |
| Roadside Maintenance | | | | | | | | | |
| 001.K1.542.070.41.00 | PROFESSIONAL SERVICES | - | 3,240 | 5,000 | 5,000 | 5,000 | - | 5,000 | 0.0% |
| 001.K1.542.070.48.00 | REPAIR & MAINT- FACILITIES | 3,240 | - | - | - | - | - | - | 0.0% |
| Total Roadside Maintenance | | 3,240 | 3,240 | 5,000 | 5,000 | 5,000 | - | 5,000 | 0.0% |
| Street Administration | | | | | | | | | |
| 001.K1.543.010.11.00 | SALARIES AND WAGES | 58,276 | 55,710 | 60,903 | 66,382 | 80,383 | 7,360 | 87,743 | 32.2% |
| 001.K1.543.010.11.02 | ADMIN SUPPORT SALARIES AND WAGES | 13,173 | 13,719 | 11,321 | 11,321 | 11,544 | - | 11,544 | 2.0% |
| 001.K1.543.010.21.00 | PERSONNEL BENEFITS | 21,736 | 21,332 | 24,844 | 26,083 | 32,649 | 563 | 33,212 | 27.3% |
| 001.K1.543.010.21.02 | ADMIN SUPPORT PERSONNEL BENEFITS | 7,619 | 7,860 | 6,475 | 6,475 | 6,803 | - | 6,803 | 5.1% |
| 001.K1.543.010.31.00 | OFFICE & OPERATING SUPPLIES | 758 | 948 | 1,000 | 1,000 | 1,000 | - | 1,000 | 0.0% |
| 001.K1.543.010.32.00 | FUEL CONSUMED | 576 | 695 | 750 | 750 | 750 | - | 750 | 0.0% |
| 001.K1.543.010.35.00 | SMALL TOOLS & MINOR EQUIPMENT | - | 1,349 | 900 | 900 | 1,000 | 1,000 | 2,000 | 122.2% |
| 001.K1.543.010.41.00 | PROFESSIONAL SERVICES | - | - | 250 | 250 | 200 | - | 200 | -20.0% |
| 001.K1.543.010.42.00 | COMMUNICATIONS | 2,267 | 4,639 | 2,000 | 4,600 | 4,600 | - | 4,600 | 0.0% |

| | | |
|--------------------|---------------------------|---------------------|
| FUND: | 001 - GENERAL FUND | EXPENDITURES |
| DEPARTMENT: | K1 - STREET | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One- Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|------------------------------------|---------------------------------------|----------------|----------------|----------------------------|---------------------------|-------------------|-------------------|----------------------------------|-----------------------|
| 001.K1.543.010.43.00 | TRAVEL/HOTEL/PER DIEMS | 14 | - | 200 | 200 | 200 | | 200 | 0.0% |
| 001.K1.543.010.44.00 | ADVERTISING | - | - | 750 | 750 | 750 | | 750 | 0.0% |
| 001.K1.543.010.46.00 | INSURANCE | 15,381 | 16,855 | 16,800 | 16,910 | 16,910 | | 16,910 | 0.0% |
| 001.K1.543.010.47.00 | PUBLIC UTILITY SERVICE | 1,333 | 1,667 | 1,836 | 1,836 | 1,836 | | 1,836 | 0.0% |
| 001.K1.543.010.48.00 | REPAIR & MAINT- FACILITIES | 538 | 872 | 1,000 | 1,000 | 1,000 | | 1,000 | 0.0% |
| 001.K1.543.010.49.00 | MISCELLANEOUS | 249 | 175 | 500 | 500 | - | | - | -100.0% |
| 001.K1.543.010.49.01 | REGISTRATION | - | - | - | - | 300 | | 300 | 0.0% |
| 001.K1.543.010.53.00 | EXTERNAL TAXES & OPER ASSESS | 3,283 | 2,467 | 2,500 | 2,500 | 2,500 | | 2,500 | 0.0% |
| Total Street Administration | | 125,203 | 128,288 | 132,029 | 141,457 | 162,425 | 8,923 | 171,348 | 21.1% |
| Street Engineering Services | | | | | | | | | |
| 001.K1.544.020.11.00 | SALARIES AND WAGES | 3,987 | 2,986 | 4,148 | 4,148 | 5,837 | | 5,837 | 40.7% |
| 001.K1.544.020.21.00 | PERSONNEL BENEFITS | 2,237 | 1,825 | 2,512 | 2,512 | 4,101 | | 4,101 | 63.3% |
| 001.K1.544.020.24.00 | UNIFORMS & CLOTHING | 17 | 11 | 14 | 14 | 20 | | 20 | 42.9% |
| 001.K1.544.020.31.00 | OFFICE & OPERATING SUPPLIES | 179 | 66 | 96 | 96 | 123 | | 123 | 28.1% |
| 001.K1.544.020.32.00 | FUEL CONSUMED | 93 | 69 | 84 | 84 | 84 | | 84 | 0.0% |
| 001.K1.544.020.35.00 | SMALL TOOLS & MINOR EQUIPMENT | - | - | - | - | 636 | | 636 | 0.0% |
| 001.K1.544.020.41.00 | PROFESSIONAL SERVICES | 71 | 59 | 90 | 90 | 90 | | 90 | 0.0% |
| 001.K1.544.020.42.00 | COMMUNICATIONS | - | 2 | 6 | 6 | 6 | | 6 | 0.0% |
| 001.K1.544.020.43.00 | TRAVEL/HOTEL/PER DIEMS | - | - | - | - | 24 | | 24 | 0.0% |
| 001.K1.544.020.44.00 | ADVERTISING | 34 | 6 | 48 | 48 | 36 | | 36 | -25.0% |
| 001.K1.544.020.46.00 | INSURANCE | 151 | 174 | 211 | 211 | 211 | | 211 | 0.0% |
| 001.K1.544.020.48.00 | REPAIR & MAINT- FACILITIES | 10 | - | 86 | 86 | - | | - | -100.0% |
| 001.K1.544.020.48.01 | REPAIR & MAINT - EQUIPMENT | - | - | - | - | 48 | | 48 | 0.0% |
| 001.K1.544.020.48.02 | REPAIR & MAINT - IT SOFTWARE/HARDWARE | - | - | - | - | 24 | | 24 | 0.0% |
| 001.K1.544.020.49.00 | MISCELLANEOUS | 282 | 146 | 348 | 348 | - | | - | -100.0% |

| FUND: | | 001 - GENERAL FUND | | | | EXPENDITURES | | | |
|--|-------------------------------|---------------------|-------------------|----------------------|---------------------|-------------------|------------------|----------------------------|--------------------|
| DEPARTMENT: | | K1 - STREET | | | | | | | |
| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
| 001.K1.544.020.49.01 | REGISTRATION | - | - | - | - | 60 | | 60 | 0.0% |
| 001.K1.544.020.49.02 | MEMBERSHIP DUES/SUBSCRIPTIONS | - | - | - | - | 489 | | 489 | 0.0% |
| Total Street Engineering Services | | 7,061 | 5,344 | 7,643 | 7,643 | 11,789 | - | 11,789 | 54.2% |
| Due to State | | | | | | | | | |
| 001.K1.589.030.00.04 | DUE TO STATE - SALES TAX | - | 18 | - | - | - | | - | 0.0% |
| Total Due to State | | - | 18 | - | - | - | - | - | 0.0% |
| Debt Service Payments | | | | | | | | | |
| 001.K1.591.095.71.00 | PRINCIPAL - CHIP SPREADER | - | 1,669 | 11,360 | 11,360 | 11,790 | | 11,790 | 3.8% |
| 001.K1.592.095.81.00 | INTEREST - CHIP SPREADER | - | 708 | 2,840 | 2,840 | 2,470 | | 2,470 | -13.0% |
| Total Debt Service Payments | | - | 2,377 | 14,200 | 14,200 | 14,260 | - | 14,260 | 0.4% |
| Capital Outlays - Administration | | | | | | | | | |
| 001.K1.594.042.64.00 | MACHINERY & EQUIPMENT | - | 3,900 | - | - | - | 1,200 | 1,200 | 0.0% |
| 001.K1.594.048.62.00 | BUILDINGS AND STRUCTURES | - | - | 25,000 | 25,000 | - | | - | -100.0% |
| Total Capital Outlays - Administration | | - | 3,900 | 25,000 | 25,000 | - | 1,200 | 1,200 | -95.2% |
| Capital Outlays - Roads & Streets | | | | | | | | | |
| 001.K1.595.070.41.00 | PROFESSIONAL SERVICES | 51,651 | 17,976 | - | - | - | | - | 0.0% |
| 001.K1.595.070.63.00 | OTHER IMPROVEMENTS | 513,607 | - | - | - | - | | - | 0.0% |
| Total Capital Outlays - Roads & Streets | | 565,258 | 17,976 | - | - | - | - | - | 0.0% |
| TOTAL STREET | | \$ 1,016,710 | \$ 521,970 | \$ 598,223 | \$ 607,651 | \$ 593,176 | \$ 23,634 | \$ 616,810 | 1.5% |

NON-DEPARTMENTAL General Fund 001 Department G1

Mission and Responsibilities:

The Non-Departmental Budget is used for a variety of General Fund expenses that generally benefit the entire organization, so they are not allocated to a specific department. These include:

- Election services and Voter registration
- Maintenance of the City's central Informational Technology network
- Costs for LEOFF 1 Retiree health benefit plan
- City's contributions to the Lewis County Economic Development Council
- City's contribution to the Washington State Main Street Program to support the City of Chehalis Community Renaissance Team (CCRT)
- Flood Mitigation Funding to the Lewis County Economic Development Council
- Flood warning, homeless services, Chemical Dependency services by other government entities
- Pollution control for SW Clean Air
- Suspense account for potential expenses relating to pending collective bargaining agreements

2019 Significant Changes

A total of \$557,854 budget reduction from 2018 amended budget which includes the following, but not limited to:

- Expenses for audits conducted by the State Auditor's Office is moved to the Finance department
- Expenses for professional services for annual strategic planning is moved to the City Council department
- Annual membership due for the Association of Washington Cities (AWC) is moved to the City Council department
- Expenses for Wellness program is moved to the Human Resources department
- Contributions to the Lewis County Senior Center is budgeted for \$7,500
- Suspense account budget for pending collective bargaining agreement is removed from 2019

Non-recurring cost for upcoming election is budgeted for \$8,000.

Onetime cost for the general fund share of new Cashiering software is budgeted for \$5,000.

NON-DEPARTMENTAL DEPARTMENT EXPENDITURE SUMMARY

| Non-departmental Primary Cost Summary | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Proposed Budget | % Change 2018-2019 |
|--|--------------------|------------------------|-------------------------------------|------------------------------------|-------------------------------------|-----------------------------------|
| LEOFF1 Retiree OPEB | \$ 125,237 | \$ 131,788 | \$ 153,000 | \$ 153,000 | \$ 156,000 | 2.0% |
| Supplies | 2,718 | 5,498 | 2,925 | 2,925 | 4,600 | 57.3% |
| Services | 163,458 | 208,244 | 271,309 | 253,655 | 169,967 | -33.0% |
| Capital | 8,813 | 31,343 | - | - | 5,000 | 0.0% |
| Suspense | - | - | - | 161,609 | - | -100.0% |
| Transfers Out | 186,188 | 207,742 | 210,595 | 546,931 | 224,699 | -58.9% |
| Total Expenditures | 486,414 | 584,615 | 637,829 | 1,118,120 | 560,266 | -49.9% |
| Service Related Fees/Revenues | - | - | - | - | - | 0.0% |
| Funding from General Revenues | \$ 486,414 | \$ 584,615 | \$ 637,829 | \$ 1,118,120 | \$ 560,266 | -49.9% |

Highlights of Significant Program Budget Changes

- \$161,609 - Amount budgeted in 2018 for potential costs for IFFA collective bargaining agreement is not needed in 2019.
- \$4,845 - AWC Board membership due is moved to City Council section.
- \$12,000 - Annual Strategic Planning service expenditure is moved to City Council section.
- \$30,000 - Annual State Audit service fee budget is moved to Finance section.
- \$20,000 - Communications budget is reduced.
- + \$7,500 - Contribution to Lewis County Senior Center is included in 2019 budget.
- \$246,632 - Transfers out budget only include G.O. Bond debt service and 4% sales tax to the Dedicated Street Fund.
- + \$8,000 - \$8,000 for election cost is included in 2019 budget.

| | | |
|--------------------|------------------------------|---------------------|
| FUND: | 001 - GENERAL FUND | EXPENDITURES |
| DEPARTMENT: | G1 - NON-DEPARTMENTAL | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|---|---------------------------------------|----------------|----------------|----------------------|---------------------|----------------|---------------|----------------------------|--------------------|
| EXPENDITURES | | | | | | | | | |
| Advisory/Finance Services | | | | | | | | | |
| 001.G1.513.020.49.01 | REGISTRATION | \$ 4,645 | \$ 4,734 | \$ 4,845 | \$ 4,845 | \$ - | | \$ - | -100.0% |
| 001.G1.518.090.41.00 | PROFESSIONAL SERVICES | - | - | 12,000 | 12,000 | - | | - | -100.0% |
| 001.G1.514.089.41.00 | PROFESSIONAL SERVICES - AUDIT | 50 | 48,749 | 30,000 | 30,000 | - | | - | -100.0% |
| Total Advisory/Finance Services | | 4,695 | 53,483 | 46,845 | 46,845 | - | - | - | -100.0% |
| LEOFF 1 Retiree OPEB | | | | | | | | | |
| 001.G1.517.021.29.00 | PENSION PMTS (MEDICAL) - PD | 79,430 | 85,465 | 88,000 | 88,000 | 91,000 | | 91,000 | 3.4% |
| 001.G1.517.021.29.01 | PENSION PMTS (MEDICAL) - FD | 45,807 | 46,323 | 65,000 | 65,000 | 65,000 | | 65,000 | 0.0% |
| Total LEOFF 1 Retiree OPEB | | 125,237 | 131,788 | 153,000 | 153,000 | 156,000 | - | 156,000 | 2.0% |
| Wellness Program | | | | | | | | | |
| 001.G1.518.011.31.00 | SUPPLIES - WELLNESS PROGRAM | 1,427 | 1,387 | 925 | 925 | - | | - | -100.0% |
| Total Wellness Program | | 1,427 | 1,387 | 925 | 925 | - | - | - | -100.0% |
| Information Technology Service | | | | | | | | | |
| 001.G1.518.080.31.00 | OFFICE & OPERATING SUPPLIES | 468 | 988 | 1,500 | 1,500 | 1,500 | | 1,500 | 0.0% |
| 001.G1.518.080.35.00 | SMALL TOOLS & MINOR EQUIPMENT | 540 | 3,059 | 400 | 400 | 3,000 | | 3,000 | 650.0% |
| 001.G1.518.080.41.00 | PROFESSIONAL SERVICES - IT | 3,130 | 1,029 | 48,000 | 23,000 | 15,000 | | 15,000 | -34.8% |
| 001.G1.518.080.41.01 | PROFESSIONAL SERVICES - IT COMMITTEE | - | - | 10,000 | 10,000 | - | | - | -100.0% |
| 001.G1.518.080.48.00 | REPAIR & MAINT- FACILITIES | 23,836 | 26,115 | 35,000 | 35,000 | - | | - | -100.0% |
| 001.G1.518.080.48.01 | REPAIR & MAINT - EQUIPMENT | - | - | - | - | 10,000 | | 10,000 | 0.0% |
| 001.G1.518.080.48.02 | REPAIR & MAINT - IT SOFTWARE/HARDWARE | - | - | - | - | 25,000 | | 25,000 | 0.0% |
| 001.G1.518.080.49.00 | MISCELLANEOUS | 36,094 | 25,880 | 2,000 | 2,000 | 2,000 | | 2,000 | 0.0% |
| Total Information Technology Service | | 64,068 | 57,071 | 96,900 | 71,900 | 56,500 | - | 56,500 | -21.4% |

| | | |
|--------------------|------------------------------|---------------------|
| FUND: | 001 - GENERAL FUND | EXPENDITURES |
| DEPARTMENT: | G1 - NON-DEPARTMENTAL | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|--|---|--------------|--------------|----------------------|---------------------|----------------|---------------|----------------------------|--------------------|
| Common Facility Maintenance | | | | | | | | | |
| 001.G1.518.090.31.00 | OFFICE & OPERATING SUPPLIES | 283 | 64 | 100 | 100 | 100 | | 100 | 0.0% |
| 001.G1.518.090.42.00 | COMMUNICATIONS | 240 | 2,388 | 25,000 | 10,000 | 1,000 | | 1,000 | -90.0% |
| 001.G1.518.090.45.00 | RENTALS | 1,185 | 1,977 | 1,600 | 1,600 | 2,000 | | 2,000 | 25.0% |
| 001.G1.518.090.46.00 | INSURANCE | 3,308 | 3,790 | 4,295 | 4,295 | 5,500 | | 5,500 | 28.1% |
| 001.G1.518.090.49.00 | MISCELLANEOUS | 31 | 32 | 50 | 50 | 200 | | 200 | 300.0% |
| 001.G1.518.090.53.00 | EXTERNAL TAXES & OPER ASSESS | 2 | (4) | 20 | 20 | 20 | | 20 | 0.0% |
| 001.G1.518.090.5C.00 | INTERGOVT SVCS CONTRA EXP | - | - | (361) | - | - | | - | 0.0% |
| 001.G1.589.090.00.00 | SUSPENSE/CLEARING ACCOUNT | - | - | - | 161,609 | - | | - | -100.0% |
| Total Common Facility Maintenance | | 5,049 | 8,247 | 30,704 | 177,674 | 8,820 | - | 8,820 | -95.0% |
| Other Contracted Services | | | | | | | | | |
| 001.G1.514.040.51.00 | INTERGOVT SERVICES - ELECTION COST | - | 6,508 | - | - | - | 8,000 | 8,000 | 0.0% |
| 001.G1.514.090.51.00 | INTERGOVT SERVICES-VOTER REGISTRATIO | 8,545 | 7,131 | 8,000 | 8,000 | 8,500 | | 8,500 | 6.3% |
| 001.G1.518.099.51.00 | POLLUTION CONTROL | - | - | 3,210 | 3,210 | - | | - | -100.0% |
| 001.G1.518.090.51.00 | INTERGOVT SERVICES - LC FLOOD WARNING | 2,000 | 6,000 | 1,900 | 1,900 | 4,000 | | 4,000 | 110.5% |
| 001.G1.553.030.41.00 | PROF. SERVICES - LC FLOOD MITIGATION FU | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 | | 15,000 | 0.0% |
| 001.G1.553.070.51.00 | INTERGOVT SERVICES - SW CLEAN AIR | 2,432 | 2,431 | - | - | 3,247 | | 3,247 | 0.0% |
| 001.G1.558.070.41.00 | PROF SERVICES - MAIN STREET PROGRAM | 61,000 | 54,500 | 50,000 | 50,000 | 50,000 | | 50,000 | 0.0% |
| 001.G1.558.070.41.01 | PROF SERVICES - PORT OF OLY FTZ | 4 | 4 | - | - | - | | - | 0.0% |
| 001.G1.558.070.53.00 | INTERGOVT SERVICES - LC EDC | - | - | 15,000 | 15,000 | 8,000 | | 8,000 | -46.7% |
| 001.G1.565.040.53.00 | HOMELESS SERVICES - CENTRALIA | - | - | 3,000 | 3,000 | 3,000 | | 3,000 | 0.0% |
| 001.G1.566.000.41.00 | 2% LIQ PROFITS/TAX - CHEM DEP SVCS - LC | 1,956 | 1,980 | - | 1,985 | 2,000 | | 2,000 | 0.8% |
| 001.G1.566.000.51.00 | INTERGOVT PROF SERVICES | - | - | 2,750 | 2,750 | - | | - | -100.0% |
| 001.G1.569.000.51.00 | INTERGOVT SERVICES - LC SR CENTER | - | - | - | 20,000 | 7,500 | | 7,500 | -62.5% |

| FUND: | | 001 - GENERAL FUND | | | | EXPENDITURES | | | |
|--|-------------------------|------------------------------|--------------------|-----------------------------|----------------------------|-----------------------|----------------------|-----------------------------------|---------------------------|
| DEPARTMENT: | | G1 - NON-DEPARTMENTAL | | | | | | | |
| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
| Total Other Contracted Services | | 90,937 | 93,554 | 98,860 | 120,845 | 101,247 | 8,000 | 109,247 | -9.6% |
| Capital Expenditures | | | | | | | | | |
| 001.G1.594.018.64.00 | MACHINERY & EQUIPMENT | 8,813 | 31,343 | - | - | - | 5,000 | 5,000 | 0.0% |
| Total Capital Expenditures | | 8,813 | 31,343 | - | - | - | 5,000 | 5,000 | 0.0% |
| Transfers Out | | | | | | | | | |
| 001.G1.597.000.05.03 | TRANSFER OUT - FUND 003 | 161,945 | 183,011 | 184,625 | 184,625 | 198,808 | - | 198,808 | 7.7% |
| 001.G1.597.000.05.10 | TRANSFER OUT - FUND 110 | - | - | - | 92,868 | - | - | - | -100.0% |
| 001.G1.597.000.05.20 | TRANSFER OUT - FUND 200 | 24,243 | 24,731 | 25,970 | 25,970 | 24,891 | - | 24,891 | -4.2% |
| 001.G1.597.000.05.31 | TRANSFER OUT - FUND 301 | - | - | - | 150,000 | - | - | - | -100.0% |
| 001.G1.597.000.05.32 | TRANSFER OUT - FUND 302 | - | - | - | 92,868 | - | - | - | -100.0% |
| 001.G1.597.000.05.95 | TRANSFER OUT - FUND 195 | - | - | - | 600 | 1,000 | - | 1,000 | 66.7% |
| Total Transfers Out | | 186,188 | 207,742 | 210,595 | 546,931 | 224,699 | - | 224,699 | -58.9% |
| TOTAL NON-DEPARTMENTAL | | \$ 486,414 | \$ 584,615 | \$ 637,829 | \$ 1,118,120 | \$ 547,266 | \$ 13,000 | \$ 560,266 | -49.9% |

This Page Intentionally Left Blank

PUBLIC WORKS STREETS Dedicated Street Fund 003 Department K1

Purpose

Ordinance No. 933-B was passed by the City Council in 2014 establishing the Dedicated Street Fund to be funded by 4% of the City's sales tax revenue. This fund is restricted by the policy of the City Council to provide funds to repair and maintain local streets and roads. Activities include: grind and overlay projects; chip sealing; crack sealing; striping; curb painting; sign maintenance; and routine maintenance performed by the Street Division. This fund is separate and different from the Transportation Benefit District (TBD) Fund, which is funded by a voter approved increase in the sales tax.

Significant Changes 2019

Significant changes since the last fiscal year include increased revenue projections due to increased sales tax receipts. \$15,000 is included in the budget for the purchase of a variable message board, which will aid in providing safe work zones and advise the public of upcoming work and events. In addition, there is an \$8,000 reduction in professional services as bridge inspections are not required in 2019.

DEDICATED STREET FUND SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

| Dedicated Street Fund | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Proposed Budget | % Change 2018-2019 |
|---------------------------------------|-------------------|-------------------|----------------------------|---------------------------|----------------------------|--------------------------|
| REVENUE SOURCE | | | | | | |
| Interest Earnings | \$ 273 | \$ 451 | \$ 500 | \$ 500 | \$ 710 | 42.0% |
| Other Financing | - | 264,062 | - | - | - | 0.0% |
| Transfers in | 161,945 | 183,011 | 184,625 | 184,625 | 198,808 | 0.0% |
| TOTAL REVENUES | \$ 162,218 | \$ 447,524 | \$ 185,125 | \$ 185,125 | \$ 199,518 | 7.8% |
| EXPENDITURES | | | | | | |
| Supplies | \$ 59,126 | \$ 36,083 | \$ 115,000 | \$ 115,000 | \$ 115,500 | 0.4% |
| Services | 102,321 | 22,363 | 21,500 | 21,500 | 13,500 | -37.2% |
| Capital Outlay | 81,272 | 278,864 | - | 16,040 | 15,000 | -6.5% |
| Debt Service | - | 4,754 | 28,400 | 28,400 | 28,520 | 0.4% |
| TOTAL EXPENDITURES | \$ 242,719 | \$ 342,064 | \$ 164,900 | \$ 180,940 | \$ 172,520 | -4.7% |
| CHANGES IN FUND BALANCE | | | | | | |
| Beginning Cash, January 1 | \$ 92,883 | \$ 12,382 | \$ 20,533 | \$ 117,842 | \$ 122,027 | 3.6% |
| Net Revenue Over (under) Expenditures | (80,501) | 105,460 | 20,225 | 4,185 | 26,998 | 545.1% |
| ENDING CASH, DECEMBER 31 | \$ 12,382 | \$ 117,842 | \$ 40,758 | \$ 122,027 | \$ 149,025 | 22.1% |

FUND: 003 - DEDICATED STREET FUND REVENUES

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|-------------------------------------|------------------------------------|-------------------|-------------------|----------------------|---------------------|-------------------|---------------|----------------------------|--------------------|
| REVENUE SOURCE | | | | | | | | | |
| Interest Earnings | | | | | | | | | |
| 003.361.011.00 | INTEREST EARNINGS | \$ 273 | \$ 451 | \$ 500 | \$ 500 | \$ 710 | | \$ 710 | 42.0% |
| Total Interest Earnings | | 273 | 451 | 500 | 500 | 710 | - | 710 | 42.0% |
| Other Financing Source: | | | | | | | | | |
| 003.391.090.00 | PROCEEDS OF L/T DEBT-CHIP SPREADER | - | 264,062 | - | - | - | | - | 0.0% |
| Total Other Financing Source | | - | 264,062 | - | - | - | - | - | 0.0% |
| Transfers In: | | | | | | | | | |
| 003.397.000.01 | TRANSFER IN - FUND 001 | 161,945 | 183,011 | 184,625 | 184,625 | 198,808 | | 198,808 | 7.7% |
| Total Transfers In | | 161,945 | 183,011 | 184,625 | 184,625 | 198,808 | - | 198,808 | 7.7% |
| TOTAL REVENUES | | \$ 162,218 | \$ 447,524 | \$ 185,125 | \$ 185,125 | \$ 199,518 | \$ - | \$ 199,518 | 7.8% |
| BEGINNING CASH, JANUARY 1 | | 92,883 | 12,382 | 20,533 | 117,842 | 122,027 | | 122,027 | 0.0% |
| TOTAL REVENUE APPROPRIATION | | \$ 255,101 | \$ 459,906 | \$ 205,658 | \$ 302,967 | \$ 321,545 | \$ - | \$ 321,545 | 4.8% |

| | | |
|--------------------|------------------------------------|---------------------|
| FUND: | 003 - DEDICATED STREET FUND | EXPENDITURES |
| DEPARTMENT: | STREET (K1) | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One- Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|--|-----------------------------|----------------|----------------|----------------------------|---------------------------|-------------------|-------------------|----------------------------------|-----------------------|
| EXPENDITURES | | | | | | | | | |
| Roadway | | | | | | | | | |
| 003.K1.542.030.31.00 | OFFICE & OPERATING SUPPLIES | \$ 33,440 | \$ 33,984 | \$ 80,000 | \$ 80,000 | \$ 80,000 | | \$ 80,000 | 0.0% |
| 003.K1.542.030.48.00 | REPAIR & MAINT- FACILITIES | - | 18,378 | 10,000 | 10,000 | 10,000 | | 10,000 | 0.0% |
| Total Roadway | | 33,440 | 52,362 | 90,000 | 90,000 | 90,000 | - | 90,000 | 0.0% |
| Bridges/Structures | | | | | | | | | |
| 003.K1.542.050.41.00 | PROFESSIONAL SERVICES | - | - | 10,500 | 10,500 | 2,500 | | 2,500 | -76.2% |
| 003.K1.542.050.48.00 | REPAIR & MAINT- FACILITIES | - | - | 1,000 | 1,000 | 1,000 | | 1,000 | 0.0% |
| Total Bridges/Structures | | - | - | 11,500 | 11,500 | 3,500 | - | 3,500 | -69.6% |
| Streetlights | | | | | | | | | |
| 003.K1.542.063.48.00 | REPAIR & MAINT- FACILITIES | 1,970 | - | - | - | - | | - | 0.0% |
| Total Streetlights | | 1,970 | - | - | - | - | - | - | 0.0% |
| Traffic Control | | | | | | | | | |
| 003.K1.542.064.31.00 | OFFICE & OPERATING SUPPLIES | 25,686 | 2,099 | 35,000 | 35,000 | 35,500 | | 35,500 | 1.4% |
| 003.K1.542.064.48.00 | REPAIR & MAINT- FACILITIES | 9,072 | 2,012 | - | - | - | | - | 0.0% |
| Total Traffic Control | | 34,758 | 4,111 | 35,000 | 35,000 | 35,500 | - | 35,500 | 1.4% |
| Debt Service Principal & Interest | | | | | | | | | |
| 003.K1.591.095.71.00 | PRINCIPAL - CHIP SPREADER | - | 3,338 | 22,720 | 22,720 | 23,581 | | 23,581 | 3.8% |
| 003.K1.592.095.81.00 | INTEREST - CHIP SPREADER | - | 1,416 | 5,680 | 5,680 | 4,939 | | 4,939 | -13.0% |
| Total Debt Service Principal & Interest | | - | 4,754 | 28,400 | 28,400 | 28,520 | - | 28,520 | 0.4% |

| FUND: 003 - DEDICATED STREET FUND | | EXPENDITURES | | | | | | | |
|-----------------------------------|-----------------------|-------------------|-------------------|----------------------|---------------------|-------------------|------------------|----------------------------|--------------------|
| DEPARTMENT: STREET (K1) | | | | | | | | | |
| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
| Capital Outlays | | | | | | | | | |
| 003.K1.594.042.64.00 | MACHINERY & EQUIPMENT | - | 264,062 | - | - | - | 15,000 | 15,000 | 0.0% |
| 003.K1.595.010.41.00 | PROFESSIONAL SERVICES | 89,908 | 1,973 | - | - | - | - | - | 0.0% |
| 003.K1.595.030.44.00 | ADVERTISING | 1,371 | - | - | - | - | - | - | 0.0% |
| 003.K1.595.030.63.00 | OTHER IMPROVEMENTS | 81,272 | - | - | 16,040 | - | - | - | -100.0% |
| 003.K1.595.050.63.00 | OTHER IMPROVEMENTS | - | 14,802 | - | - | - | - | - | 0.0% |
| Total Capital Outlays | | 172,551 | 280,837 | - | 16,040 | - | 15,000 | 15,000 | -6.5% |
| TOTAL EXPENDITURES | | \$ 242,719 | \$ 342,064 | \$ 164,900 | \$ 180,940 | \$ 157,520 | \$ 15,000 | \$ 172,520 | -4.7% |
| ENDING CASH, DECEMBER 31 | | 12,382 | 117,842 | 40,758 | 122,027 | 149,025 | | 149,025 | 22.1% |
| TOTAL APPROPRIATION | | \$ 255,101 | \$ 459,906 | \$ 205,658 | \$ 302,967 | \$ 306,545 | \$ 15,000 | \$ 321,545 | 6.1% |

BUILDING ABATEMENT Fund 004 Building Department

Purpose:

The Building Abatement Fund provides the necessary funding to abate properties that are derelict or otherwise deemed unsafe for occupancy. All costs associated with the abatement of a property will eventually be recovered through direct reimbursement by property owners or through the lien process. This fund provides staff with the revenue necessary to finance the direct costs associated with the abatement of a property. Property owner's will always be provided adequate notice of the intent to abate a property (barring an imminent threat to Public Health and Safety), allowing the property owner(s) to take necessary corrective measures without City intervention.

Budgeting for the fund is challenging because it is not always possible to predict the level of funding required for this fund as the number of properties requiring the abatement process can fluctuate drastically from year to year, and reimbursements could be significantly delayed if a property is liened.

Significant Changes 2019:

Unfortunately, the 2019 budget includes a \$80,000 transfer out to the General Fund due to the financial constraints facing the City and the need to fund essential services. A reallocation of funds for general or specific abatement purposes can be considered to address building abatement needs with consideration of actual revenues as the budget year proceeds.

BUILDING ABATEMENT FUND SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

| Building Abatement Fund | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Proposed Budget | % Change 2018-2019 |
|---------------------------------------|-------------|-------------------|----------------------|---------------------|----------------------|--------------------|
| REVENUE SOURCE | | | | | | |
| Interest Earnings | \$ - | \$ 109 | \$ 200 | \$ 200 | \$ 330 | 65.0% |
| Transfers in | - | 100,000 | 9,596 | 9,596 | - | 0.0% |
| TOTAL REVENUES | \$ - | \$ 100,109 | \$ 9,796 | \$ 9,796 | \$ 330 | -96.6% |
| EXPENDITURES | | | | | | |
| Services | \$ - | \$ 9,796 | \$ - | \$ - | - | 0.0% |
| Transfers out | | | | | 80,000 | 0.0% |
| TOTAL EXPENDITURES | \$ - | \$ 9,796 | \$ - | \$ - | \$ 80,000 | 0.0% |
| CHANGES IN FUND BALANCE | | | | | | |
| Beginning Cash, January 1 | \$ - | \$ - | \$ 90,200 | \$ 90,313 | \$ 100,109 | 10.8% |
| Net Revenue Over (under) Expenditures | - | 90,313 | 9,796 | 9,796 | (79,670) | -913.3% |
| ENDING CASH, DECEMBER 31 | \$ - | \$ 90,313 | \$ 99,996 | \$ 100,109 | \$ 20,439 | -79.6% |

| FUND: | | 004 - BUILDING ABATEMENT FUND | | | | REVENUES | | | |
|------------------------------------|------------------------------------|-------------------------------|-------------|----------------------|---------------------|----------------|---------------|----------------------------|--------------------|
| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
| REVENUE SOURCE | | | | | | | | | |
| Charges for Services | | | | | | | | | |
| 004.345.029.00 | OTHER ENVIRONMENTAL/ABATEMENT FEES | \$ - | \$ - | \$ - | \$ - | \$ - | | \$ - | 0.0% |
| Total Charges for Services | | - | - | - | - | - | - | - | 0.0% |
| Interest Earnings | | | | | | | | | |
| 004.361.011.00 | INTEREST EARNINGS | - | 109 | 200 | 200 | 330 | | 330 | 65.0% |
| Total Interest Earnings | | - | 109 | 200 | 200 | 330 | - | 330 | 65.0% |
| Transfers In: | | | | | | | | | |
| 004.397.000.01 | TRANSFER IN - FUND 001 | - | 100,000 | 9,596 | 9,596 | - | | - | -100.0% |
| Total Transfers In | | - | 100,000 | 9,596 | 9,596 | - | - | - | -100.0% |
| TOTAL REVENUES | | \$ - | \$ 100,109 | \$ 9,796 | \$ 9,796 | \$ 330 | \$ - | \$ 330 | -96.6% |
| BEGINNING CASH, JANAUARY 1 | | | | 90,200 | 90,313 | 100,109 | | 100,109 | 10.8% |
| TOTAL REVENUE APPROPRIATION | | \$ - | \$ 100,109 | \$ 99,996 | \$ 100,109 | \$ 100,439 | \$ - | \$ 100,439 | 0.3% |

| FUND: | | 004 - BUILDING ABATEMENT FUND | | | | EXPENDITURES | | | |
|-----------------------------|-------------------------------|-------------------------------|-------------------|----------------------|---------------------|------------------|------------------|----------------------------|--------------------|
| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
| EXPENDITURES | | | | | | | | | |
| Operations | | | | | | | | | |
| 004.59.559.030.31.00 | OPPERATING SUPPLIES | \$ - | \$ 9,795 | \$ - | \$ - | \$ - | \$ - | \$ - | 0.0% |
| 004.59.559.030.35.00 | SMALL TOOLS & MINOR EQUIPMENT | - | - | - | - | - | - | - | 0.0% |
| Total Operations | | - | 9,795 | - | - | - | - | - | 0.0% |
| Transfers Out | | | | | | | | | |
| 004.59.597.000.55.01 | TRANSFER OUT - 001 | - | - | - | - | - | 80,000 | 80,000 | 0.0% |
| Total Transfers Out | | - | - | - | - | - | 80,000 | 80,000 | 0.0% |
| TOTAL EXPENDITURES | | \$ - | \$ 9,795 | \$ - | \$ - | \$ - | \$ 80,000 | \$ 80,000 | 0.0% |
| ENDING CASH, DECEMBER 31 | | - | 90,313 | 99,996 | 100,109 | 20,439 | | 20,439 | -79.6% |
| TOTAL APPROPRIATIONS | | \$ - | \$ 100,108 | \$ 99,996 | \$ 100,109 | \$ 20,439 | \$ 80,000 | \$ 100,439 | 0.3% |

This Page Intentionally Left Blank

COMPENSATED ABSENCES FUND Fund 110

Purpose

The Compensated Absences Fund was established in 1985 for the purpose of setting aside funds to be used for compensation of employees at the time of employment separation for unused accrued leaves, approved disability leave, approved unemployment benefits, and authorized severance pay. However, during the great recession of 2007-2009, and the subsequent long recovery, all funds had been expended and money was not set aside in this fund due to the lack of funds. During 2018, a \$92,868 was transferred in from the General Fund to start the process of dedicating funds for the payments for compensated absences that will need to be paid as several long-term employees are planning to retire in the next five years.

Significant Changes 2019

There are no significant changes proposed.

As of September 1, 2018, the Compensated Absences Fund has \$93,254.61 in cash and investment. The plan is to review the City's financial position after the first quarter or at mid-year to determine if an additional allocation can be made to this account to for the future. Ideally, an amount of money would be set aside every year to more effectively manage the one-time payments for retiring general fund employees' accrual cash outs and potential unemployment benefit liabilities.

COMPENSATED ABSENCES RESERVE FUND SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

| Compensated Absences Reserve Fund | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Proposed Budget | % Change 2018-2019 |
|---------------------------------------|-------------|-------------|----------------------|---------------------|----------------------|--------------------|
| REVENUE SOURCE | | | | | | |
| Interest Earnings | \$ - | \$ - | \$ - | \$ - | \$ 1,850 | 0.0% |
| Transfers in | - | - | - | 92,868 | - | 0.0% |
| TOTAL REVENUES | \$ - | \$ - | \$ - | \$ 92,868 | \$ 1,850 | -98.0% |
| EXPENDITURES | | | | | | |
| Salaries & Wages | - | - | - | - | - | 0.0% |
| Benefits | - | - | - | - | - | 0.0% |
| TOTAL EXPENDITURES | \$ - | \$ - | \$ - | \$ - | \$ - | 0.0% |
| CHANGES IN FUND BALANCE | | | | | | |
| Beginning Cash, January 1 | \$ - | \$ - | \$ - | \$ - | \$ 92,868 | 0.0% |
| Net Revenue Over (under) Expenditures | - | - | - | 92,868 | 1,850 | -98.0% |
| ENDING CASH, DECEMBER 31 | \$ - | \$ - | \$ - | \$ 92,868 | \$ 94,718 | 2.0% |

| FUND: | | 195 - COMMUNITY DEVELOPMENT BLOCK GRANT FUND (CDBG) | | | | REVENUE | | | |
|------------------------------------|------------------------|--|--------------------|-----------------------------|----------------------------|-----------------------|----------------------|-----------------------------------|---------------------------|
| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
| REVENUE SOURCE | | | | | | | | | |
| Charges for Services | | | | | | | | | |
| 195.345.090.00 | LOAN PRINCIPAL | \$ - | \$ - | \$ 10,000 | \$ 300 | \$ - | | \$ - | -100.0% |
| Total Charges for Services | | - | - | 10,000 | 300 | - | - | - | -100.0% |
| Interest Earnings | | | | | | | | | |
| 195.361.011.00 | INTEREST EARNINGS | - | 1 | - | - | - | | - | 0.0% |
| Total Interest Earnings | | - | 1 | - | - | - | - | - | 0.0% |
| Transfers In: | | | | | | | | | |
| 195.397.000.01 | TRANSFER IN - FUND 001 | - | - | - | 600 | 1,000 | | 1,000 | 66.7% |
| Total Transfers | | - | - | - | 600 | 1,000 | - | 1,000 | 66.7% |
| TOTAL REVENUE | | \$ - | \$ 1 | \$ 10,000 | \$ 900 | \$ 1,000 | \$ - | \$ 1,000 | 11.1% |
| BEGINNING CASH, JANUARY 1 | | 110 | 110 | 111 | 111 | 21 | - | 21 | -81.1% |
| TOTAL REVENUE APPROPRIATION | | \$ 110 | \$ 111 | \$ 10,111 | \$ 1,011 | \$ 1,021 | \$ - | \$ 1,021 | 1.0% |

| | | |
|--------------------|--|---------------------|
| FUND: | 110 - COMPENSATED ABSENCES RESERVE FUND | EXPENDITURES |
| DEPARTMENT: | 47 - COMPENSATED ABSENCES | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|-------------------------------|--------------------------------|-------------|-------------|----------------------|---------------------|----------------|---------------|----------------------------|--------------------|
| EXPENDITURES | | | | | | | | | |
| Central Services | | | | | | | | | |
| 110.47.518.090.11.00 | SALARIES AND WAGES | \$ - | \$ - | \$ - | \$ - | \$ - | | \$ - | 0.0% |
| 110.47.518.090.12.00 | OVERTIME | - | - | - | - | - | | - | 0.0% |
| 110.47.518.090.21.00 | PERSONNEL BENEFITS | - | - | - | - | - | | - | 0.0% |
| Total Central Services | | - | - | - | - | - | | - | 0.0% |
| Police | | | | | | | | | |
| 110.47.521.010.11.00 | SALARIES AND WAGES | - | - | - | - | - | | - | 0.0% |
| 110.47.521.010.21.00 | PERSONNEL BENEFITS | - | - | - | - | - | | - | 0.0% |
| 110.47.521.021.11.00 | SALARIES AND WAGES | - | - | - | - | - | | - | 0.0% |
| 110.47.521.021.12.00 | OVERTIME | - | - | - | - | - | | - | 0.0% |
| 110.47.521.021.21.00 | PERSONNEL BENEFITS | - | - | - | - | - | | - | 0.0% |
| 110.47.521.022.11.00 | SALARIES AND WAGES | - | - | - | - | - | | - | 0.0% |
| 110.47.521.022.12.00 | OVERTIME | - | - | - | - | - | | - | 0.0% |
| 110.47.521.022.21.00 | PERSONNEL BENEFITS | - | - | - | - | - | | - | 0.0% |
| Total Police | | - | - | - | - | - | | - | 0.0% |
| Fire | | | | | | | | | |
| 110.47.522.010.11.00 | SALARIES AND WAGES | - | - | - | - | - | | - | 0.0% |
| 110.47.522.010.21.00 | PERSONNEL BENEFITS | - | - | - | - | - | | - | 0.0% |
| 110.47.522.010.49.00 | MISCELLANEOUS-FIRE CHIEF CONTR | - | - | - | - | - | | - | 0.0% |
| 110.47.522.020.12.00 | OVERTIME | - | - | - | - | - | | - | 0.0% |
| 110.47.522.020.21.00 | PERSONNEL BENEFITS | - | - | - | - | - | | - | 0.0% |
| Total Fire | | - | - | - | - | - | | - | 0.0% |

| | | |
|--------------------|--|---------------------|
| FUND: | 110 - COMPENSATED ABSENCES RESERVE FUND | EXPENDITURES |
| DEPARTMENT: | 47 - COMPENSATED ABSENCES | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|------------------------------|--------------------|-------------|-------------|----------------------|---------------------|----------------|---------------|----------------------------|--------------------|
| Facilities | | | | | | | | | |
| 110.47.523.020.11.05 | SALARIES AND WAGES | - | - | - | - | - | | - | 0.0% |
| 110.47.523.020.21.05 | PERSONNEL BENEFITS | - | - | - | - | - | | - | 0.0% |
| Total Facilities | | - | - | - | - | - | - | - | 0.0% |
| Roads/Streets | | | | | | | | | |
| 110.47.526.080.11.00 | SALARIES AND WAGES | - | - | - | - | - | | - | 0.0% |
| 110.47.526.080.12.00 | OVERTIME | - | - | - | - | - | | - | 0.0% |
| 110.47.526.080.21.00 | PERSONNEL BENEFITS | - | - | - | - | - | | - | 0.0% |
| 110.47.543.010.11.00 | SALARIES AND WAGES | - | - | - | - | - | | - | 0.0% |
| 110.47.543.010.21.00 | PERSONNEL BENEFITS | - | - | - | - | - | | - | 0.0% |
| Total Roads/Streets | | - | - | - | - | - | - | - | 0.0% |
| Park Facilities | | | | | | | | | |
| 110.47.576.080.11.00 | SALARIES AND WAGES | - | - | - | - | - | | - | 0.0% |
| 110.47.576.080.21.00 | PERSONNEL BENEFITS | - | - | - | - | - | | - | 0.0% |
| Total Park Facilities | | - | - | - | - | - | - | - | 0.0% |
| TOTAL EXPENDITURES | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | 0.0% |
| ENDING CASH, DECEMBER 31 | | - | - | - | 92,868 | 94,718 | - | 94,718 | 0.0% |
| TOTAL APPROPRIATION | | \$ - | \$ - | \$ - | \$ 92,868 | \$ 94,718 | \$ - | \$ 94,718 | 0.0% |

This Page Intentionally Left Blank

SPECIAL REVENUE FUNDS

These funds account for revenues derived from specific taxes, grants, or other sources which are designed to finance particular activities of the City.

Special Revenue Funds include Arterial Street Fund, Transportation Benefit District Fund, Tourism Fund, 1982-93 Community Development Block Grant Fund, HUD Block Grant Fund.

Arterial Street Fund – This fund is used to account for the City’s share of motor vehicle fuel tax revenues and special grants that are legally restricted to the construction or maintenance of state highways within the City’s boundaries.

Transportation Benefit District Fund – This fund is used to account for the special 0.02 percent sales tax revenues. The use of the TBD revenue is restricted by law and must be used for specific transportation projects contained in the City’s transportation plan. Improvements can range from roads and transit service to sidewalks and transportation demand management. Projects may also include the operation, preservation, and maintenance of these facilities or programs.

Tourism Fund – This fund accounts for Hotel/Motel taxes that the City received, which is legally retracted to the promotion of tourism.

Community Development Block Grant Funds and HUD Block Grant Funds – These funds are used to account for special state or federal revenues that are limited to expenditures approved under individual grant agreements. Rehabilitation of low-income houses, side sewer repair, and rental assistance are some examples of acceptable uses.

ARTERIAL STREET
Arterial Street Fund 102 Department 03

Employees:

| Department / Classification | 2016 Actual | 2017 Actual | 2018 Adopted | 2018 | 2019 | Change from 2018 Amended to 2019 Budget |
|--|----------------|----------------|-----------------|-------------------|--------------------|---|
| | | | | Amended Budget | Proposed Budget | |
| PUBLIC WORKS - ARTERIAL STREET | | | | | | |
| Equipment Operator I | 0.00 | 0.25 | 0.25 | 0.25 | 0.25 | 0.00 |
| Equipment Operator II | 0.00 | 0.25 | 0.25 | 0.25 | 0.25 | 0.00 |
| Storm/Wastewater Collection Specialist | 0.00 | 0.50 | 0.50 | 0.50 | 0.50 | 0.00 |
| Total Arterial Street Employees (FTE) | 0.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |

Purpose:

The Arterial Street Fund receives Motor Vehicle Fuel Tax revenue. The monthly distribution from the state is deposited into the Arterial Street Fund. Revenues received are used to maintain, preserve, and improve the local street transportation network. The primary purpose of an arterial street is to serve traffic moving through the area.

Significant Changes 2019:

There is a small decrease in the projected gas tax revenues in 2019.

ARTERIAL STREET FUND
SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

| Arterial Street Fund | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Proposed Budget | % Change 2018-2019 |
|---------------------------------------|-------------------|-------------------|----------------------------|---------------------------|----------------------------|--------------------------|
| REVENUE SOURCE | | | | | | |
| Intergovernmental Revenues | \$ 159,022 | \$ 161,649 | \$ 148,000 | \$ 148,000 | \$ 164,804 | 11.4% |
| Interest Earnings | 264 | 523 | 500 | 500 | 700 | 0.0% |
| TOTAL REVENUES | \$ 159,286 | \$ 162,172 | \$ 148,500 | \$ 148,500 | \$ 165,504 | 11.5% |
| EXPENDITURES | | | | | | |
| Salaries & Wages | \$ 38,987 | \$ 50,067 | \$ 51,735 | \$ 51,735 | \$ 60,493 | 16.9% |
| Benefits | 24,288 | 31,151 | 33,325 | 33,325 | 34,725 | 4.2% |
| Supplies | 50,796 | 71,095 | 75,000 | 75,000 | 75,000 | 0.0% |
| Services | 9,306 | - | - | - | - | 0.0% |
| TOTAL EXPENDITURES | \$ 123,377 | \$ 152,313 | \$ 160,060 | \$ 160,060 | \$ 170,218 | 6.3% |
| CHANGES IN FUND BALANCE | | | | | | |
| Beginning Cash, January 1 | \$ 68,357 | \$ 104,266 | \$ 109,938 | \$ 114,125 | \$ 102,565 | -10.1% |
| Net Revenue Over (under) Expenditures | 35,909 | 9,859 | (11,560) | (11,560) | (4,714) | -59.2% |
| ENDING CASH, DECEMBER 31 | \$ 104,266 | \$ 114,125 | \$ 98,378 | \$ 102,565 | \$ 97,851 | -4.6% |

| FUND: | | 102 - ARTERIAL STREET FUND | | | | REVENUES | | | |
|---|---------------------------------|----------------------------|-------------------|----------------------|---------------------|-------------------|---------------|----------------------------|--------------------|
| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
| REVENUE SOURCE | | | | | | | | | |
| Intergovernmental Revenues | | | | | | | | | |
| 102.336.000.87 | MOTOR VEHICLE FUEL TAX - CITIES | \$ 159,022 | \$ 161,649 | \$ 148,000 | \$ 148,000 | \$ 164,804 | | \$ 164,804 | 11.4% |
| Total Intergovernmental Revenues | | 159,022 | 161,649 | 148,000 | 148,000 | 164,804 | - | 164,804 | 11.4% |
| Interest Earnings | | | | | | | | | |
| 102.361.011.00 | INTEREST EARNINGS | 264 | 523 | 500 | 500 | 700 | | 700 | 40.0% |
| Total Interest Earnings | | 264 | 523 | 500 | 500 | 700 | - | 700 | 40.0% |
| TOTAL REVENUES | | \$ 159,286 | \$ 162,172 | \$ 148,500 | \$ 148,500 | \$ 165,504 | \$ - | \$ 165,504 | 11.5% |
| BEGINNING CASH, JANUARY 1 | | 68,357 | 104,266 | 109,938 | 114,125 | 102,565 | - | 102,565 | -10.1% |
| TOTAL REVENUE APPROPRIATION | | \$ 227,643 | \$ 266,438 | \$ 258,438 | \$ 262,625 | \$ 268,069 | \$ - | \$ 268,069 | 2.1% |

| | | |
|--------------------|----------------------------------|---------------------|
| FUND: | 102- ARTERIAL STREET FUND | EXPENDITURES |
| DEPARTMENT: | 03 - ARTERIAL STREETS | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One- Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|-------------------------------|-----------------------------|-------------------|-------------------|----------------------------|---------------------------|-------------------|-------------------|----------------------------------|-----------------------|
| EXPENDITURES | | | | | | | | | |
| Roadway Supplies | | | | | | | | | |
| 102.03.542.G30.11.00 | SALARIES AND WAGES | \$ 38,971 | \$ 50,067 | \$ 51,735 | \$ 51,735 | \$ 53,738 | \$ 6,755 | \$ 60,493 | 16.9% |
| 102.03.542.G30.12.00 | OVERTIME | 16 | - | - | - | - | - | - | 0.0% |
| 102.03.542.G30.21.00 | PERSONNEL BENEFITS | 24,196 | 30,967 | 33,325 | 33,325 | 34,627 | 98 | 34,725 | 4.2% |
| 102.03.542.G30.24.00 | UNIFORMS & CLOTHING | 92 | 184 | - | - | - | - | - | 0.0% |
| 102.03.542.G30.31.00 | OFFICE & OPERATING SUPPLIES | 50,796 | 71,095 | 75,000 | 75,000 | 75,000 | - | 75,000 | 0.0% |
| 102.03.542.G30.41.00 | PROFESSIONAL SERVICES | 9,255 | - | - | - | - | - | - | 0.0% |
| 102.03.542.G30.46.00 | INSURANCE | - | - | - | - | - | - | - | 0.0% |
| 102.03.542.G30.49.00 | MISCELLANEOUS | 51 | - | - | - | - | - | - | 0.0% |
| Total Roadway Supplies | | 123,377 | 152,313 | 160,060 | 160,060 | 163,365 | 6,853 | 170,218 | 6.3% |
| Capital Outlays | | | | | | | | | |
| 102.03.595.030.51.00 | INTERGOVT PROF SERVICES | - | - | - | - | - | - | - | 0.0% |
| 102.03.595.030.65.00 | CONSTRUCTION PROJECTS | - | - | - | - | - | - | - | 0.0% |
| 102.03.595.050.65.00 | CONSTRUCTION PROJECTS | - | - | - | - | - | - | - | 0.0% |
| Total Capital Outlays | | - | - | - | - | - | - | - | 0.0% |
| TOTAL EXPENDITURES | | \$ 123,377 | \$ 152,313 | \$ 160,060 | \$ 160,060 | \$ 163,365 | \$ 6,853 | \$ 170,218 | 6.3% |
| ENDING CASH, DECEMBER 31 | | 104,266 | 114,125 | 98,378 | 102,565 | 97,851 | - | 97,851 | -4.6% |
| TOTAL APPROPRIATION | | \$ 227,643 | \$ 266,438 | \$ 258,438 | \$ 262,625 | \$ 261,216 | \$ 6,853 | \$ 268,069 | 2.1% |

This Page Intentionally Left Blank

TRANSPORTATION BENEFIT DISTRICT(TBD) TBD Fund 103 Department Public Works

Purpose:

The Chehalis Transportation Benefit District (TBD) was formed in 2014 pursuant to RCW 35.51.255 and 36.75 to provide adequate levels of funding for transportation improvements that are consistent with existing state, regional, and local transportation plans and are necessitated by existing or reasonably foreseeable congestion levels. The Chehalis City Council sought voter input on funding the TBD and on February 14, 2017, Chehalis voters approved a ballot measure to increase the sales tax by 0.2% to help fund the repair of increasingly deteriorating streets. After voter approval, the sales tax increased from 8% to 8.2% and became effective on July 1, 2017 to fund the TBD. By law, the funds generated by the additional .2% must be used only for transportation projects.

In accordance with RCW 82.14.0455, this additional sales tax will be collected for a term of ten years. It is estimated the additional sales tax received will be approximately \$850,000 annually. The Transportation funds will allow the City to complete pre-leveling and dig-out repairs; contract out for grind and overlay projects; and set aside funds for major projects, including design costs and grant matching funds.

2018 Accomplishments:

- Completed the N Market Grind and Inlay Project
- Completed the National Avenue Slide Repair Project
- Completed the Chamber Way Grind and Inlay Project
- Completed the Prospect Slide Grind and Inlay Project
- Completed isolated base failure repairs on Chehalis Avenue

2019 Goals and Objectives:

- Complete street improvements on Pacific Avenue between Main Street and Park
- Design work for National Avenue Improvements
- Design work for Chehalis Avenue Reconstruction

Significant Changes 2019:

Cost for reconstruction of Pacific Avenue between Main Street & Park Street is included in the 2019 budget in the amount of \$825,000. In addition, engineering cost for the design of three projects is included for \$350,000.

**TRANSPORTATION BENEFIT DISTRICT FUND
SUMMARY BY REVENUE AND EXPENDITURE CATEGORY**

| Transportation Benefit District Fund | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Proposed Budget | % Change 2018-2019 |
|---------------------------------------|-------------|-------------------|----------------------------|---------------------------|----------------------------|--------------------------|
| REVENUE SOURCE | | | | | | |
| Sales Tax - TBD | \$ - | \$ 382,257 | \$ 850,000 | \$ 850,000 | \$ 989,591 | 16.4% |
| Interest Earnings | - | 380 | 600 | 600 | 2,927 | 0.0% |
| TOTAL REVENUES | \$ - | \$ 382,637 | \$ 850,600 | \$ 850,600 | \$ 992,518 | 16.7% |
| EXPENDITURES | | | | | | |
| Services | - | \$ 22,582 | \$ 50,000 | \$ 50,000 | - | -100.0% |
| Capital Outlay | - | - | 450,000 | 450,000 | 1,175,000 | 161.1% |
| TOTAL EXPENDITURES | \$ - | \$ 22,582 | \$ 500,000 | \$ 500,000 | \$ 1,175,000 | 135.0% |
| CHANGES IN FUND BALANCE | | | | | | |
| Beginning Cash, January 1 | \$ - | \$ - | \$ 217,880 | \$ 360,055 | \$ 710,655 | 97.4% |
| Net Revenue Over (under) Expenditures | - | 360,055 | 350,600 | 350,600 | (182,482) | -152.0% |
| ENDING CASH, DECEMBER 31 | \$ - | \$ 360,055 | \$ 568,480 | \$ 710,655 | \$ 528,173 | -25.7% |

| FUND: | | 103 - TRANSPORTATION BENEFIT DISTRICT FUND | | | | REVENUES | | | |
|------------------------------------|--------------------------------|--|-------------------|----------------------|---------------------|---------------------|---------------|----------------------------|--------------------|
| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
| REVENUE SOURCE | | | | | | | | | |
| Sales Tax | | | | | | | | | |
| 103.313.021.00 | PUBLIC TRANSPORTATION TAX -TBD | \$ - | \$ 382,257 | \$ 850,000 | \$ 850,000 | \$ 989,591 | | \$ 989,591 | 16.4% |
| Total Sales Tax | | - | 382,257 | 850,000 | 850,000 | 989,591 | - | 989,591 | |
| Interest Earnings | | | | | | | | | |
| 103.361.011.00 | INTEREST EARNINGS | - | 380 | 600 | 600 | 2,927 | | 2,927 | 387.9% |
| Total Interest Earnings | | - | 380 | 600 | 600 | 2,927 | - | 2,927 | 387.9% |
| Transfers In: | | | | | | | | | |
| 103.397.000.01 | TRANSFER IN - FUND 001 | - | - | - | - | - | | - | 0.0% |
| Total Transfers In | | - | - | - | - | - | - | - | 0.0% |
| TOTAL REVENUES | | \$ - | \$ 382,637 | \$ 850,600 | \$ 850,600 | \$ 992,518 | \$ - | \$ 992,518 | 16.7% |
| BEGINNING CASH, JANUARY 1 | | - | - | 217,880 | 360,055 | 710,655 | - | 710,655 | 97.4% |
| TOTAL REVENUE APPROPRIATION | | \$ - | \$ 382,637 | \$ 1,068,480 | \$ 1,210,655 | \$ 1,703,173 | \$ - | \$ 1,703,173 | 40.7% |

| | | |
|--------------------|---|---------------------|
| FUND: | 103- TRANSPORTATION BENEFIT DISTRICT (TBD) | EXPENDITURES |
| DEPARTMENT: | 03 - STREET (TBD) | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|---|--------------------------------------|-------------|-------------------|----------------------|---------------------|-------------------|---------------------|----------------------------|--------------------|
| EXPENDITURES | | | | | | | | | |
| Bridges/Structure Maintenance | | | | | | | | | |
| 103.03.542.050.41.00 | PROFESSIONAL SERVICES | - | 22,582 | 50,000 | 50,000 | - | | - | -100.0% |
| Total Bridges/Structure Maintenance | | - | 22,582 | 50,000 | 50,000 | - | | - | -100.0% |
| Planning/Preliminary Engineering | | | | | | | | | |
| 103.03.544.020.41.00 | PROFESSIONAL SERVICES | - | - | - | - | - | | - | 0.0% |
| Total Planning/Preliminary Engineering | | - | - | - | - | - | | - | 0.0% |
| Capital Outlay - Construction Projects | | | | | | | | | |
| 103.03.595.010.65.41 | CONSTRUCTION PROJECTS-ENGINEERING | - | - | - | - | - | 350,000 | 350,000 | 0.0% |
| 103.03.595.020.65.32 | CONSTRUCTION PROJECTS-RIGHT OF WAY | - | - | - | - | - | | - | 0.0% |
| 103.03.595.030.63.00 | OTHER IMPROVEMENTS | - | - | 450,000 | 450,000 | - | | - | -100.0% |
| 103.03.595.030.65.30 | CONSTRUCTION PROJECTS-ROADWAY | - | - | - | - | - | 825,000 | 825,000 | 0.0% |
| 103.03.595.030.65.33 | CONSTRUCTION PROJECTS-STREET OVERLAY | - | - | - | - | - | | - | 0.0% |
| 103.03.595.050.65.35 | CONSTRUCTION PROJECTS-STRUCTURE | - | - | - | - | - | | - | 0.0% |
| Total Capital Outlay - Construction Projects | | - | - | 450,000 | 450,000 | - | 1,175,000 | 1,175,000 | 161.1% |
| TOTAL EXPENDITURES | | \$ - | \$ 22,582 | \$ 500,000 | \$ 500,000 | \$ - | \$ 1,175,000 | \$ 1,175,000 | 135.0% |
| ENDING CASH, DECEMBER 31 | | | 360,055 | 568,480 | 710,655 | 528,173 | | 528,173 | -25.7% |
| TOTAL APPROPRIATION | | \$ - | \$ 382,637 | \$ 1,068,480 | \$ 1,210,655 | \$ 528,173 | \$ 1,175,000 | \$ 1,703,173 | 40.7% |

TOURISM
Tourism Fund 107 Department 05

Purpose:

Lodging Tax, also referred to as the hotel-motel tax, is a consumer tax on lodging charges for periods of less than 30 consecutive days for hotels, motels, rooming houses, private campgrounds, RV parks and similar facilities. The City has established a Lodging Tax Advisory Committee (LTAC) as required under Chapter 67.28 of the Revised Code of Washington to review proposals for use of the special excise tax on lodging for tourism promotion. Recommendations from the Lodging Tax Advisory Committee are considered by the City Council, which awards the lodging tax revenues to recipients on an annual basis for projects, activities, marketing, and advertising to promote tourism. The awarded funds are disbursed by the City’s Finance Department on a reimbursement basis and recipients are responsible for fulfilling the goals and objectives proposed in the awarded funding requests.

All awarded funds must be used in accordance with State statutes for tourism promotion. RCW 67.28.080 defines “Tourism promotion” as “activities, operations, and expenditures designed to increase tourism, including but not limited to advertising, publicizing, or otherwise distributing information for the purpose of attracting and welcoming tourists; developing strategies to expand tourism; operating tourism promotion agencies; and funding the marketing of or the operation of special events and festivals designed to attract tourists.

Significant Changes 2019:

On October 22, 2018, the following organizations were awarded funding by the City Council consistent with the recommendations from LTAC.

| <u>Organization</u> | <u>Recommendation</u> |
|---|--------------------------|
| 1. Chehalis-Centralia Railroad & Museum | \$ 35,000 |
| 2. Lewis County Historical Museum | \$ 40,000 |
| 3. Veterans Memorial Museum | \$ 30,000 |
| 4. Friends of the Chehalis Community Renaissance | \$ 46,000 |
| 5. Centralia-Chehalis Chamber (Visitor Center Services) | \$ 40,000 |
| 6. Chehalis Wedding Show | \$ 12,435 |
| 7. Youth Athletic Tournaments | \$ 20,000 |
| 8. Shaw Aquatic Center – Pool Liner | <u>\$ 82,000</u> |
| Total | <u>\$ 305,435</u> |

A \$50,000 reserve was also set aside for projects/activities that may come up during the year. The LTAC also set aside another \$50,000 to the Recreation Park Project Fund, which fund now totals \$100,000.

**TOURISM FUND
SUMMARY BY REVENUE AND EXPENDITURE CATEGORY**

| Dedicated Street Fund | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Proposed Budget | % Change 2018-2019 |
|---------------------------------------|-------------------|-------------------|----------------------------|---------------------------|----------------------------|--------------------------|
| REVENUE SOURCE | | | | | | |
| Hotel/Motel Lodging Tax | \$ 245,684 | \$ 258,654 | \$ 233,000 | \$ 233,000 | \$ 225,185 | -3.4% |
| Interest Earnings | 692 | 1,619 | 800 | 800 | 800 | 0.0% |
| TOTAL REVENUES | \$ 246,376 | \$ 260,273 | \$ 233,800 | \$ 233,800 | \$ 225,985 | -3.3% |
| EXPENDITURES | | | | | | |
| Services | \$ 180,514 | \$ 211,769 | \$ 217,435 | \$ 217,435 | \$ 223,435 | 2.8% |
| Transfers out | - | - | 100,000 | 100,000 | 82,000 | 0.0% |
| TOTAL EXPENDITURES | \$ 180,514 | \$ 211,769 | \$ 317,435 | \$ 317,435 | \$ 305,435 | -3.8% |
| CHANGES IN FUND BALANCE | | | | | | |
| Beginning Cash, January 1 | \$ 198,720 | \$ 264,582 | \$ 261,082 | \$ 313,086 | \$ 229,451 | -26.7% |
| Net Revenue Over (under) Expenditures | 65,862 | 48,504 | (83,635) | (83,635) | (79,450) | -5.0% |
| ENDING CASH, DECEMBER 31 | \$ 264,582 | \$ 313,086 | \$ 177,447 | \$ 229,451 | \$ 150,001 | -34.6% |

| | | |
|--------------|---------------------------|-----------------|
| FUND: | 107 - TOURISM FUND | REVENUES |
|--------------|---------------------------|-----------------|

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|------------------------------------|-------------------------|-------------------|-------------------|----------------------|---------------------|-------------------|---------------|----------------------------|--------------------|
| REVENUE SOURCE | | | | | | | | | |
| Other Tax | | | | | | | | | |
| 107.313.031.00 | HOTEL/MOTEL LODGING TAX | \$ 245,684 | \$ 258,654 | \$ 233,000 | \$ 233,000 | \$ 225,185 | | \$ 225,185 | -3.4% |
| Total Other Tax | | 245,684 | 258,654 | 233,000 | 233,000 | 225,185 | - | 225,185 | |
| Interest Earnings | | | | | | | | | |
| 107.361.011.00 | INTEREST EARNINGS | 692 | 1,619 | 800 | 800 | 800 | | 800 | 0.0% |
| Total Interest Earnings | | 692 | 1,619 | 800 | 800 | 800 | - | 800 | |
| TOTAL REVENUES | | \$ 246,376 | \$ 260,273 | \$ 233,800 | \$ 233,800 | \$ 225,985 | \$ - | \$ 225,985 | -3.3% |
| BEGINNING CASH, JANUARY 1 | | 198,720 | 264,582 | 261,082 | 313,086 | 229,451 | - | 229,451 | -26.7% |
| TOTAL REVENUE APPROPRIATION | | \$ 445,096 | \$ 524,855 | \$ 494,882 | \$ 546,886 | \$ 455,436 | \$ - | \$ 455,436 | -16.7% |

| FUND: | | 107 - TOURISM FUND | | | | EXPENDITURES | | | |
|---------------------------------|---------------------------------------|--------------------|-------------------|----------------------|---------------------|-------------------|------------------|----------------------------|--------------------|
| DEPARTMENT: | | 05 - TOURISM | | | | | | | |
| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
| EXPENDITURES | | | | | | | | | |
| Website Management | | | | | | | | | |
| 107.05.557.030.48.00 | REPAIR & MAINT- FACILITIES | \$ 1,500 | \$ 1,500 | \$ - | \$ - | \$ - | - | \$ - | 0.0% |
| Total Website Management | | 1,500 | 1,500 | - | - | - | - | - | 0.0% |
| Tourism Outreach | | | | | | | | | |
| 107.05.557.030.41.04 | LC HISTORICAL MUSEUM | 25,000 | 17,350 | 40,000 | 40,000 | 40,000 | - | 40,000 | 0.0% |
| 107.05.557.030.41.05 | CHEHALIS-CENTRALIA RR & MUSEUM | 29,469 | 29,957 | 35,000 | 35,000 | 35,000 | - | 35,000 | 0.0% |
| 107.05.557.030.41.06 | VETERAN'S MEMORIAL MUSEUM | 24,000 | 22,993 | 30,000 | 30,000 | 30,000 | - | 30,000 | 0.0% |
| 107.05.557.030.41.18 | CHAMBER OF COMMERCE | - | 40,000 | 40,000 | 40,000 | 40,000 | - | 40,000 | 0.0% |
| 107.05.557.030.41.21 | CHE. BRIDAL SHOW-PREMIER BROADCASTERS | 12,432 | 7,985 | 12,435 | 12,435 | 12,435 | - | 12,435 | 0.0% |
| 107.05.557.030.41.24 | RENAISSANCE COMMITTEE | 10,147 | 45,666 | 40,000 | 40,000 | 46,000 | - | 46,000 | 15.0% |
| 107.05.557.030.41.26 | LEWIS COUNTY COMMUNITY TRAILS | 14,000 | 29,324 | - | - | - | - | - | 0.0% |
| 107.05.557.030.51.01 | CITY MANAGER'S OFFICE | 49,192 | - | - | - | - | - | - | 0.0% |
| 107.05.557.030.51.20 | CITY REC DEPT - YOUTH TOURNAMENTS | 14,774 | 16,993 | 20,000 | 20,000 | 20,000 | - | 20,000 | 0.0% |
| Total Tourism Outreach | | 179,014 | 210,268 | 217,435 | 217,435 | 223,435 | - | 223,435 | 2.8% |
| Transfers Out | | | | | | | | | |
| 107.05.597.000.05.31 | TRANSFER OUT - FUND 301 | - | - | 100,000 | 100,000 | - | 82,000 | 82,000 | -18.0% |
| Total Transfers Out | | - | - | 100,000 | 100,000 | - | 82,000 | 82,000 | -18.0% |
| TOTAL EXPENDITURES | | \$ 180,514 | \$ 211,768 | \$ 317,435 | \$ 317,435 | \$ 223,435 | \$ 82,000 | \$ 305,435 | -3.8% |
| ENDING CASH, DECEMBER 31 | | 264,582 | 313,086 | 177,447 | 229,451 | 150,001 | - | 150,001 | -34.6% |
| TOTAL APPROPRIATION | | \$ 445,096 | \$ 524,854 | \$ 494,882 | \$ 546,886 | \$ 373,436 | \$ 82,000 | \$ 455,436 | -16.7% |

1982-93 COMMUNITY DEV. BLOCK GRANT 1982-93 Community Dev. Block Grant Fund 195 Department 46

Purpose:

The City received Community Development Block Grant Funds which were used to fund home-improvement loans during the years of 1982-1993.

At September 1, 2018, the outstanding principal on those loans that were deferred is \$104,700.32. This amount will be received by the City as the ownership of the properties is transferred to anyone other than the loan holder.

Significant Changes 2019:

There are no significant changes anticipated in 2019.

COMMUNITY DEVELOPMENT BLOCK GRANT FUND SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

| Community Development Block Grant Fund | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Proposed Budget | % Change 2018-2019 |
|--|---------------|---------------|----------------------|---------------------|----------------------|--------------------|
| REVENUE SOURCE | | | | | | |
| Grants | \$ - | \$ - | \$ 10,000 | \$ 300 | \$ - | -100.0% |
| Interest Earnings | - | 1 | - | - | - | 0.0% |
| Transfer in | - | - | - | 600 | 1,000 | 0.0% |
| TOTAL REVENUES | \$ - | \$ 1 | \$ 10,000 | \$ 900 | \$ 1,000 | 11.1% |
| EXPENDITURES | | | | | | |
| Services | \$ - | \$ - | \$ 75 | \$ 990 | \$ 1,000 | 1.0% |
| TOTAL EXPENDITURES | \$ - | \$ - | \$ 75 | \$ 990 | \$ 1,000 | 1.0% |
| CHANGES IN FUND BALANCE | | | | | | |
| Beginning Cash, January 1 | \$ 110 | \$ 110 | \$ 111 | \$ 111 | \$ 21 | -81.1% |
| Net Revenue Over (under) Expenditures | - | 1 | 9,925 | (90) | - | -100.0% |
| ENDING CASH, DECEMBER 31 | \$ 110 | \$ 111 | \$ 10,036 | \$ 21 | \$ 21 | 0.0% |

| FUND: | | 110 - COMPENSATED ABSENCES RESERVE FUND | | | | | REVENUES | | | |
|------------------------------------|------------------------|---|-------------|----------------------|---------------------|------------------|---------------|----------------------------|--------------------|--|
| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 | |
| REVENUE SOURCE | | | | | | | | | | |
| Interest Earnings | | | | | | | | | | |
| 110.361.011.00 | INTEREST EARNINGS | \$ - | \$ - | \$ - | \$ - | \$ 1,850 | | \$ 1,850 | 0.0% | |
| Total Interest Earnings | | - | - | - | - | 1,850 | - | 1,850 | 0.0% | |
| Transfers In: | | | | | | | | | | |
| 110.397.000.01 | TRANSFER IN - FUND 001 | - | - | - | 92,868 | - | | - | -100.0% | |
| Total Transfers In | | - | - | - | 92,868 | - | - | - | -100.0% | |
| TOTAL REVENUES | | \$ - | \$ - | \$ - | \$ 92,868 | \$ 1,850 | \$ - | \$ 1,850 | -98.0% | |
| BEGINNING CASH, JANUARY 1 | | - | - | - | - | 92,868 | - | 92,868 | 0.0% | |
| TOTAL REVENUE APPROPRIATION | | \$ - | \$ - | \$ - | \$ 92,868 | \$ 94,718 | \$ - | \$ 94,718 | 2.0% | |

| | | |
|--------------------|--|---------------------|
| FUND: | 195 - COMMUNITY DEVELOPMENT BLOCK GRANT FUND (CDBG) | EXPENDITURES |
| DEPARTMENT: | 46 - 1982-93 CDBG | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One- Time | 2019 Total | % Change 2018-2019 |
|-----------------------------|-----------------------|----------------|----------------|----------------------------|---------------------------|-------------------|-------------------|-----------------|-----------------------|
| EXPENDITURES | | | | | | | | | |
| Administration | | | | | | | | | |
| 195.46.559.030.41.00 | PROFESSIONAL SERVICES | \$ - | \$ - | \$ 75 | \$ 990 | \$ 1,000 | | \$ 1,000 | 0.0% |
| Total Administration | | - | - | 75 | 990 | 1,000 | - | 1,000 | 0.0% |
| TOTAL EXPENDITURES | | - | - | 75 | 990 | 1,000 | - | 1,000 | 0.0% |
| ENDING CASH, DECEMBER 31 | | 110 | 111 | 10,036 | 21 | 21 | - | 21 | 0.0% |
| TOTAL APPROPRIATION | | \$ 110 | \$ 111 | \$ 10,111 | \$ 1,011 | \$ 1,021 | \$ - | \$ 1,021 | 0.0% |

This Page Intentionally Left Blank

HUD BLOCK GRANT HUD Block Grant Fund 197 Department 07

Purpose

The City used federal funds received from the Department of Housing & Urban Development to provide home rehabilitation loans. As of September 1, 2018, the outstanding principal on those loans that were deferred is \$38,148.94. The balance due from the loans will be received by the City as ownership of these properties is transferred to anyone other than the loan holder.

Significant Changes 2019

No significant changes are currently planned for 2019; however, there have been questions on how these funds may be used to support goals in the community consistent with funding requirements. In the coming year, the City may revisit the available funds so that they can be reinvested into projects that could benefit the community consistent with any applicable restrictions and/or requirements.

As of September 1, 2018, the fund has cash and investment balance of \$85,59.31.

HUD BLOCK GRANT FUND SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

| HUD Block Grant Fund | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Proposed Budget | % Change 2018-2019 |
|---------------------------------------|------------------|------------------|----------------------------|---------------------------|----------------------------|--------------------------|
| REVENUE SOURCE | | | | | | |
| Intergovernmental Revenues | \$ - | \$ 13,100 | \$ - | \$ - | \$ - | 0.0% |
| Interest Earnings | 156 | 337 | 100 | 100 | 1,420 | 0.0% |
| TOTAL REVENUES | \$ 156 | \$ 13,437 | \$ 100 | \$ 100 | \$ 1,420 | 1320.0% |
| EXPENDITURES | | | | | | |
| Services | \$ - | \$ - | \$ - | \$ - | \$ 1,000 | 0.0% |
| TOTAL EXPENDITURES | \$ - | \$ - | \$ - | \$ - | \$ 1,000 | 0.0% |
| CHANGES IN FUND BALANCE | | | | | | |
| Beginning Cash, January 1 | \$ 57,350 | \$ 57,506 | \$ 70,706 | \$ 70,943 | \$ 71,043 | 0.1% |
| Net Revenue Over (under) Expenditures | 156 | 13,437 | 100 | 100 | 420 | 320.0% |
| ENDING CASH, DECEMBER 31 | \$ 57,506 | \$ 70,943 | \$ 70,806 | \$ 71,043 | \$ 71,463 | 0.6% |

| FUND: | | 197 - HUD BLOCK GRANT FUND | | | | REVENUES | | | |
|---|-------------------|----------------------------|------------------|----------------------|---------------------|------------------|---------------|----------------------------|--------------------|
| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
| REVENUE SOURCE | | | | | | | | | |
| Intergovernmental Revenues | | | | | | | | | |
| 197.345.090.00 | LOAN PRINCIPAL | \$ - | \$ 13,100 | \$ - | \$ - | \$ - | - | \$ - | 0.0% |
| Total Intergovernmental Revenues | | - | 13,100 | - | - | - | - | - | 0.0% |
| Interest Earnings | | | | | | | | | |
| 197.361.011.00 | INTEREST EARNINGS | 156 | 337 | 100 | 100 | 1,420 | - | 1,420 | 0.0% |
| Total Interest Earnings | | 156 | 337 | 100 | 100 | 1,420 | - | 1,420 | 0.0% |
| TOTAL REVENUES | | \$ 156 | \$ 13,437 | \$ 100 | \$ 100 | \$ 1,420 | \$ - | \$ 1,420 | 0.0% |
| BEGINNING CASH, JANUARY 1 | | 57,350 | 57,506 | 70,706 | 70,943 | 71,043 | - | 71,043 | 0.0% |
| TOTAL REVENUE APPROPRIATION | | \$ 57,506 | \$ 70,943 | \$ 70,806 | \$ 71,043 | \$ 72,463 | \$ - | \$ 72,463 | 0.0% |

| | | |
|--------------------|-----------------------------------|---------------------|
| FUND: | 197 - HUD BLOCK GRANT FUND | EXPENDITURES |
| DEPARTMENT: | 07 - HUD BLOCK GRANT | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|-----------------------------|-----------------------|-------------|-------------|----------------------|---------------------|----------------|---------------|----------------------------|--------------------|
| EXPENDITURES | | | | | | | | | |
| Administration | | | | | | | | | |
| 197.07.576.080.41.00 | PROFESSIONAL SERVICES | \$ - | \$ - | \$ - | \$ - | \$ 1,000 | | \$ 1,000 | 0.0% |
| Total Administration | | - | - | - | - | 1,000 | - | 1,000 | 0.0% |
| TOTAL EXPENDITURES | | \$ - | \$ - | \$ - | \$ - | \$ 1,000 | \$ - | \$ 1,000 | 0.0% |
| ENDING CASH, DECEMBER 31 | | 57,506 | 70,943 | 70,806 | 71,043 | 71,463 | - | 71,463 | 0.6% |
| TOTAL APPROPRIATION | | \$ 57,506 | \$ 70,943 | \$ 70,806 | \$ 71,043 | \$ 72,463 | \$ - | \$ 72,463 | 2.0% |

DEBT SERVICE FUNDS

Debt Service Funds are used to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

2011 G.O. Bonds Fund – This fund was established in October 2011, with the passage of Ordinance 878-B providing for the issuance of General Obligation Debt. It is used to make the debt service payments to the holders of the City's 2011 G.O. Bonds.

2011 G.O. BOND
2011 G.O. Bond Fund 200 General Debt Service OC

Purpose

When the City issued the Limited Tax General Bond of 2011, it accepted the condition that a bond fund be established to account for all bond payments. Funds are transferred into this fund from the General Fund, and the two REET funds to provide for the payment of bond interest and principal and all related bank fees.

Significant Changes 2019

The total 2019 budget for the 2011 G.O. Bond Fund is **\$99,562.50**.

No changes in the use of the fund are anticipated.

2011 GENERAL OBLIGATION BONDS FUND
SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

| | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Proposed Budget | % Change 2018-2019 |
|---------------------------------------|------------------|------------------|----------------------|---------------------|----------------------|--------------------|
| REVENUE SOURCE | | | | | | |
| Transfers in | \$ 95,706 | \$ 98,956 | \$ 102,510 | \$ 102,510 | \$ 99,563 | -2.9% |
| TOTAL REVENUES | \$ 95,706 | \$ 98,956 | \$ 102,510 | \$ 102,510 | \$ 99,563 | -2.9% |
| EXPENDITURES | | | | | | |
| Debt Service | \$ 95,706 | \$ 98,956 | \$ 102,510 | \$ 102,510 | \$ 99,563 | -2.9% |
| TOTAL EXPENDITURES | \$ 95,706 | \$ 98,956 | \$ 102,510 | \$ 102,510 | \$ 99,563 | -2.9% |
| CHANGES IN FUND BALANCE | | | | | | |
| Beginning Cash, January 1 | \$ - | \$ - | \$ - | \$ - | \$ - | 0.0% |
| Net Revenue Over (under) Expenditures | - | - | - | - | - | 0.0% |
| ENDING CASH, DECEMBER 31 | \$ - | \$ - | \$ - | \$ - | \$ - | 0.0% |

| FUND: | | 200 - 2011 GENERAL OBLIGATION BONDS FUND | | | | REVENUES | | | |
|-------------------------------------|----------------------------|--|------------------|----------------------|---------------------|------------------|---------------|----------------------------|--------------------|
| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
| REVENUE SOURCE | | | | | | | | | |
| Interest Earnings | | | | | | | | | |
| 200.361.011.00 | INTEREST EARNINGS | \$ - | \$ - | \$ - | \$ - | \$ - | | \$ - | 0.0% |
| Total Interest Earnings | | | | | | | | | |
| Other Financing Source | | | | | | | | | |
| 200.391.010.00 | PROCEEDS OF LONG-TERM DEBT | - | - | - | - | - | | - | 0.0% |
| Total Other Financing Source | | - | - | - | - | - | | - | 0.0% |
| Transfers In | | | | | | | | | |
| 200.397.000.01 | TRANSFER IN - FUND 001 | 24,243 | 24,731 | 25,970 | 25,970 | 24,891 | | 24,891 | -4.2% |
| 200.397.000.35 | TRANSFER IN - FUND 305 | 40,020 | 41,566 | 42,865 | 42,865 | 40,821 | | 40,821 | -4.8% |
| 200.397.000.36 | TRANSFER IN - FUND 306 | 31,443 | 32,659 | 33,675 | 33,675 | 33,851 | | 33,851 | 0.5% |
| Total Transfers In | | 95,706 | 98,956 | 102,510 | 102,510 | 99,563 | | 99,563 | -2.9% |
| TOTAL REVENUES | | \$ 95,706 | \$ 98,956 | \$ 102,510 | \$ 102,510 | \$ 99,563 | \$ - | \$ 99,563 | -2.9% |
| BEGINNING CASH, JANUARY 1 | | | | | | | | | |
| | | - | - | - | - | - | | - | 0.0% |
| TOTAL REVENUE APPROPRIATION | | \$ 95,706 | \$ 98,956 | \$ 102,510 | \$ 102,510 | \$ 99,563 | \$ - | \$ 99,563 | -2.9% |

| FUND: 200 - 2011 LIMITED TAX GENERAL OBLIGATION FUND | | EXPENDITURES | | | | | | | |
|--|-------------------------------------|------------------|------------------|----------------------|---------------------|------------------|---------------|----------------------------|--------------------|
| DEPARTMENT: OC - GENERAL DEBT SERVICE | | | | | | | | | |
| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
| EXPENDITURE | | | | | | | | | |
| Debt Service Principal | | | | | | | | | |
| 200.OC.591.034.71.00 | G.O. BONDS - PRINCIPAL | 32,500 | 70,000 | 75,000 | 75,000 | 75,000 | | 75,000 | 0.0% |
| 200.OC.591.035.71.00 | G.O. BONDS - PRINCIPAL | 32,500 | - | - | - | - | | - | 0.0% |
| Total Debt Service Principal | | 65,000 | 70,000 | 75,000 | 75,000 | 75,000 | - | 75,000 | 0.0% |
| Debt Service - Interest | | | | | | | | | |
| 200.OC.592.014.83.00 | L/T EXTERNAL DEBT - INTEREST | 30,281 | 28,656 | 26,910 | 26,910 | 24,563 | | 24,563 | -8.7% |
| 200.OC.592.014.89.00 | OTHER INTEREST & DEBT SERVICE COSTS | 425 | 300 | 600 | 600 | - | | - | -100.0% |
| Total Debt Service Interest | | 30,706 | 28,956 | 27,510 | 27,510 | 24,563 | - | 24,563 | -10.7% |
| TOTAL EXPENDITURES | | \$ 95,706 | \$ 98,956 | \$ 102,510 | \$ 102,510 | \$ 99,563 | \$ - | \$ 99,563 | -2.9% |
| ENDING CASH, DECEMBER 31 | | - | - | - | - | - | - | - | 0.0% |
| TOTAL APPROPRIATION | | \$ 95,706 | \$ 98,956 | \$ 102,510 | \$ 102,510 | \$ 99,563 | \$ - | \$ 99,563 | -2.9% |

CAPITAL PROJECT FUNDS

Capital project funds account for financial resources which are designated for the acquisition, construction, renovation, or major maintenance of general government capital assets.

Automotive/Equipment Reserve Fund - This fund is used to account for the accumulation of funds to finance equipment purchases.

First Quarter Percent REET Fund - This fund is used to account for the money collected from the first quarter percent real estate excise tax authorized under RCW 82.46.010 (2). The first 0.25 percent are to be used solely for financing capital projects specified in the City's Capital Facilities Plan. Capital projects are defined as those public works projects of a local government for the planning, acquisition, construction, reconstruction, repair, replacement, rehabilitation, or improvement of streets, roads, highways, sidewalks, street and road lighting systems, traffic signals, bridges, domestic water systems, storm and sanitary sewer systems, and parks. In addition, the first 0.25 percent may be used for acquisition of parks and recreation facilities. Additionally, debt service is an allowable use of these funds, according to both legal opinion and the State Auditor's Office.

Second Quarter Percent REET Fund - This fund is used to account for the money collected from the second quarter percent real estate excise tax authorized under RCW 82.46.035 (2). The second 0.25 percent are to be used solely for financing capital projects specified in the City's Capital Facilities Plan. Capital projects are defined as those public works projects of a local government for the planning, acquisition, construction, reconstruction, repair, replacement, rehabilitation, or improvement of streets, roads, highways, sidewalks, street and road lighting systems, traffic signals, bridges, domestic water systems, storm and sanitary sewer systems, and parks. However, the acquisition of land for parks is not a permitted use of the second 0.25 percent funds. Additionally, debt service is an allowable use of these funds, according to both legal opinion and the State Auditor's Office.

PUBLIC FACILITIES RESERVE FUND
Public Facilities Reserve Fund 301 Public Facilities Reserve 44

Purpose

The Public Facilities Reserve Fund was established many years ago to set aside money over time to prepare for significant maintenance, repairs and renovation of the City’s buildings, which are used to provide public services to the community. However, during the great recession of 2007-2009, and the subsequent long recovery, money was not set aside in this account for future public facilities improvements due to a lack of funds.

Significant Changes 2019

The 2019 total budget for the Public Facilities Reserve Fund is **\$96,724**, which is the amount needed to complete an architecture and engineering for Recreation Park and an additional funding for the pool liner replacement project at Gail and Carolyn Shaw Aquatics Center.

Additional appropriations to this fund may be considered as 2019 progresses and the goal is to set aside funds every year to address large maintenance and repair projects as good stewards of public buildings. Unfortunately, ongoing revenue constraints make it very difficult to regularly set aside funding for future projects.

PUBLIC FACILITIES RESERVE FUND
SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

| Public Facilities Reserve Fund | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Proposed Budget | % Change 2018-2019 |
|---------------------------------------|-------------|-------------------|----------------------|---------------------|----------------------|--------------------|
| REVENUE SOURCE | | | | | | |
| Interest Earnings | \$ - | \$ 40 | \$ - | \$ - | \$ 3,780 | 0.0% |
| Miscellaneous Revenue | - | - | - | 189,233 | - | 0.0% |
| Transfers in | - | 100,000 | 420,000 | 739,515 | 82,000 | 0.0% |
| TOTAL REVENUES | \$ - | \$ 100,040 | \$ 420,000 | \$ 928,748 | \$ 85,780 | -90.8% |
| EXPENDITURES | | | | | | |
| Capital Outlay | \$ - | \$ 9,855 | \$ 420,000 | \$ 829,660 | \$ 96,724 | -88.3% |
| TOTAL EXPENDITURES | \$ - | \$ 9,855 | \$ 420,000 | \$ 829,660 | \$ 96,724 | -88.3% |
| CHANGES IN FUND BALANCE | | | | | | |
| Beginning Cash, January 1 | \$ - | \$ - | \$ - | \$ 90,185 | \$ 189,273 | 109.9% |
| Net Revenue Over (under) Expenditures | - | 90,185 | - | 99,088 | (10,944) | -111.0% |
| ENDING CASH, DECEMBER 31 | \$ - | \$ 90,185 | \$ - | \$ 189,273 | \$ 178,329 | -5.8% |

| FUND: | | 301 - PUBLIC FACILITIES RESERVE FUND | | | | REVENUES | | | |
|-------------------------------------|-------------------------|--------------------------------------|-------------|----------------------|---------------------|----------------|---------------|----------------------------|--------------------|
| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
| REVENUE SOURCE | | | | | | | | | |
| Interest Earnings | | | | | | | | | |
| 301.361.011.00 | INTEREST EARNINGS | \$ - | \$ 40 | \$ - | \$ - | \$ 3,780 | | \$ 3,780 | 0.0% |
| Total Interest Earnings | | - | 40 | - | - | 3,780 | - | 3,780 | |
| Miscellaneous Revenues | | | | | | | | | |
| 301.367.011.76 | DONATIONS FOR BALLFIELD | - | - | - | 189,233 | - | | - | -100.0% |
| Total Miscellaneous Revenues | | - | - | - | 189,233 | - | - | - | -100.0% |
| Transfers In: | | | | | | | | | |
| 301.397.000.01 | TRANSFER IN - FUND 001 | - | - | - | 150,000 | - | | - | -100.0% |
| 301.397.000.07 | TRANSFER IN - FUND 107 | - | - | 100,000 | 100,000 | - | 82,000 | 82,000 | -18.0% |
| 301.397.000.35 | TRANSFER IN - FUND 305 | - | 100,000 | 120,000 | 200,000 | - | | - | -100.0% |
| 301.397.000.36 | TRANSFER IN - FUND 306 | - | - | 200,000 | 289,515 | - | | - | -100.0% |
| Total Transfers In | | - | 100,000 | 420,000 | 739,515 | - | 82,000 | 82,000 | -88.9% |
| TOTAL REVENUES | | \$ - | \$ 100,040 | \$ 420,000 | \$ 928,748 | \$ 3,780 | \$ 82,000 | \$ 85,780 | -90.8% |
| BEGINNING CASH, JANUARY 1 | | - | - | - | 90,185 | 189,273 | - | 189,273 | 109.9% |
| TOTAL REVENUE APPROPRIATION | | \$ - | \$ 100,040 | \$ 420,000 | \$ 1,018,933 | \$ 193,053 | \$ 82,000 | \$ 275,053 | -147.3% |

| | | |
|--------------------|---|---------------------|
| FUND: | 301 - PUBLIC FACILITIES RESERVE FUND | EXPENDITURES |
| DEPARTMENT: | 44 - PUBLIC FACILITIES | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One- Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|-----------------------------|-------------------------------------|----------------|-------------------|----------------------------|---------------------------|-------------------|-------------------|----------------------------------|-----------------------|
| EXPENDITURES | | | | | | | | | |
| Capital Outlay | | | | | | | | | |
| 301.44.594.022.62.00 | BLDGS/STRUCTURES - FIRE STATION | \$ - | \$ - | \$ 120,000 | \$ 270,000 | \$ - | \$ - | \$ - | -100.0% |
| 301.44.594.072.62.00 | BLDGS/STRUCTURES - LIBRARY | - | 9,855 | - | 250,145 | - | - | - | -100.0% |
| 301.44.594.076.63.00 | OTHER IMPROVEMENTS - POOL | - | - | 190,000 | 190,000 | - | 82,000 | 82,000 | -56.8% |
| 301.44.594.076.63.01 | OTHER IMPROVEMENTS-REC PARK PROJECT | - | - | 110,000 | 119,515 | - | 14,724 | 14,724 | -87.7% |
| Total Capital Outlay | | - | 9,855 | 420,000 | 829,660 | - | 96,724 | 96,724 | -88.3% |
| TOTAL EXPENDITURES | | \$ - | \$ 9,855 | \$ 420,000 | \$ 829,660 | \$ - | \$ 96,724 | \$ 96,724 | -88.3% |
| ENDING CASH, DECEMBER 31 | | - | 90,185 | - | 189,273 | 178,329 | - | 178,329 | -5.8% |
| TOTAL APPROPRIATION | | \$ - | \$ 100,040 | \$ 420,000 | \$ 1,018,933 | \$ 178,329 | \$ 96,724 | \$ 275,053 | -73.0% |

This Page Intentionally Left Blank

AUTOMOTIVE/EQUIPMENT RESERVE FUND

Automotive/Equip Reserve Fund 302 Auto/Equip. Reserve 45

Purpose

The Automotive/Equipment Reserve Fund was established many years ago for the purpose of setting aside money on a regular basis to be able to replace the City's vehicles and equipment as needed. However, during the great recession of 2007-2009, and the subsequent long recovery, money was not set aside in this account due to the lack of funds. Vehicles and equipment have been funded in the department budgets on an annual basis when a vehicle or piece of equipment has become unreliable or costlier to repair than to replace.

The goal is to review the City's financial position each year to determine if an additional allocation can be made to this account to for the future. Ideally, an amount of money would be set aside every year to more effectively manage the process of replacing vehicles and equipment used by the staff to serve the community.

Significant Changes 2019

As of September 1, 2018, the Automotive/Equipment Reserve Fund has \$93,587.40 in cash and investment as the result of an action by the City Council in 2018 to set aside some general funds, not previously allocated, for Automobile/Equipment. Ideally, the fund would not be used for several years to build up an adequate reserve.

Unfortunately, the City is again facing financial constraints as it enters 2019. The vehicle purchases proposed by the Police, Fire and Recreation Departments have been moved from the Department Requests to this fund for separate consideration. The Budget Committee has recommended that the expenditures be made, assuming 2019 revenue estimates hold, recognizing that the fund will be near depletion after the vehicle purchases are made.

Police Department: Routinely, the Chehalis Police Department has purchased one new police vehicle per year, rotating out the oldest and highest mileage vehicles. The 2019 Automotive/Reserve Fund includes funds for one police patrol vehicle consistent with the practice. However, the replacement of an administrative vehicle that was scheduled to rotate out in 2019 due to its age and high mileage was not included due to ongoing fiscal constraints facing the General Fund.

Fire Department: Funding for a one-time Capital Expenditure for a One Ton Pick-up to replace a 1999 Ford F-150 for Brush Patrol Unit. This would reduce the need to drive the larger, more costly fire engines designed for street use on undeveloped terrain, which could damage the vehicle. If deemed reliable, the 1999 Ford F-150 would be given to the Facilities, which due to ongoing general funding constraints, typically uses vehicles that are inherited from other departments and most are now more than 20 years old.

Recreation: There is one mini-van assigned to the Recreation Department that is used at Stan Hedwall Park for use on the park grounds. It is old and unreliable, so using it for general driving purposes has been very limited. In order to accomplish the routine tasks of the Department, which operates programs at the City's Parks, the Recreation Manager has used her own personal vehicle to conduct City business with the permission of the Administration. The City's Insurance Provider has informed the City that it will not cover employees in their own vehicles even if they are using their vehicles with permission. Therefore, it is proposed that the City purchase a used vehicle for use by the Recreation staff and potentially shared with the Finance staff.

**AUTOMOTIVE EQUIPMENT RESERVE FUND
SUMMARY BY REVENUE AND EXPENDITURE CATEGORY**

| Automotive Equipment Reserve Fund | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Proposed Budget | % Change 2018-2019 |
|---------------------------------------|---------------|---------------|----------------------|---------------------|----------------------|--------------------|
| REVENUE SOURCE | | | | | | |
| Interest Earnings | \$ 2 | \$ 2 | \$ - | \$ - | \$ 230 | 0.0% |
| Transfers in | | | - | 92,868 | - | 0.0% |
| TOTAL REVENUES | \$ 2 | \$ 2 | \$ - | \$ 92,868 | \$ 230 | -99.8% |
| EXPENDITURES | | | | | | |
| Capital Outlay | \$ - | \$ - | \$ - | \$ - | \$ 81,780 | 0.0% |
| TOTAL EXPENDITURES | \$ - | \$ - | \$ - | \$ - | \$ 81,780 | 0.0% |
| CHANGES IN FUND BALANCE | | | | | | |
| Beginning Cash, January 1 | \$ 459 | \$ 461 | \$ 461 | \$ 463 | \$ 93,331 | 20057.9% |
| Net Revenue Over (under) Expenditures | 2 | 2 | - | 92,868 | (81,550) | -187.8% |
| ENDING CASH, DECEMBER 31 | \$ 461 | \$ 463 | \$ 461 | \$ 93,331 | \$ 11,781 | -87.4% |

| FUND: | | 302 - AUTOMOTIVE EQUIPMENT RESERVE FUND | | | | REVENUES | | | |
|------------------------------------|------------------------|---|---------------|----------------------|---------------------|------------------|---------------|----------------------------|--------------------|
| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
| REVENUE SOURCE | | | | | | | | | |
| Interest Earnings | | | | | | | | | |
| 302.361.011.00 | INTEREST EARNINGS | \$ 2 | \$ 2 | \$ - | \$ - | \$ 230 | | \$ 230 | 0.0% |
| Total Interest Earnings | | 2 | 2 | - | - | 230 | - | 230 | 0.0% |
| Transfers In: | | | | | | | | | |
| 302.397.000.01 | TRANSFER IN - FUND 001 | - | - | - | 92,868 | - | - | - | -100.0% |
| Total Transfers | | - | - | - | 92,868 | - | - | - | -100.0% |
| TOTAL REVENUES | | \$ 2 | \$ 2 | \$ - | \$ 92,868 | \$ 230 | \$ - | \$ 230 | -99.8% |
| BEGINNING CASH, JANUARY 1 | | 459 | 461 | 461 | 463 | 93,331 | - | 93,331 | 20057.9% |
| TOTAL REVENUE APPROPRIATION | | \$ 461 | \$ 463 | \$ 461 | \$ 93,331 | \$ 93,561 | \$ - | \$ 93,561 | 0.2% |

| | | |
|--------------------|--|---------------------|
| FUND: | 302 - AUTOMOTIVE EQUIPMENT RESERVE FUND | EXPENDITURES |
| DEPARTMENT: | 45 - AUTOMOTIVE EQUIPMENT RESERVE | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One- Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|-----------------------------------|---------------------------------------|----------------|----------------|----------------------------|---------------------------|-------------------|-------------------|----------------------------------|-----------------------|
| EXPENDITURES | | | | | | | | | |
| Capital Expenditures | | | | | | | | | |
| 302.45.594.018.64.00 | MACHINERY & EQUIPMENT - ADMIN | \$ - | \$ - | \$ - | \$ - | \$ - | | \$ - | 0.0% |
| 302.45.594.021.64.00 | MACHINERY & EQUIPMENT - POLICE | - | - | - | - | - | 39,780 | 39,780 | 0.0% |
| 302.45.594.022.64.00 | MACHINERY & EQUIPMENT - FIRE | - | - | - | - | - | 30,000 | 30,000 | 0.0% |
| 302.45.594.024.64.00 | MACHINERY & EQUIPMENT - CD | - | - | - | - | - | | - | 0.0% |
| 302.45.594.042.64.00 | MACHINERY & EQUIPMENT - STREET | - | - | - | - | - | | - | 0.0% |
| 302.45.594.076.64.00 | MACHINERY & EQUIPMENT - PARK&FACILITY | - | - | - | - | - | 12,000 | 12,000 | 0.0% |
| Total Capital Expenditures | | - | - | - | - | - | 81,780 | 81,780 | 0.0% |
| TOTAL EXPENDITURES | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ 81,780 | \$ 81,780 | 0.0% |
| ENDING CASH, DECEMBER 31 | | 461 | 463 | 461 | 93,331 | 11,781 | - | 11,781 | -87.4% |
| TOTAL APPROPRIATION | | \$ 461 | \$ 463 | \$ 461 | \$ 93,331 | \$ 11,781 | \$ 81,780 | \$ 93,561 | 0.2% |

FIRST QUARTER PERCENT REET First Quarter Percent REET Fund 305 Public Facilities Reserve 44

Purpose

This Fund is for the first quarter percent real estate tax levied by the City on all sales of real estate. It may be used for any capital purpose identified in a capital improvement plan and local capital improvements and those that can be funded through a local improvement district (LID). Local capital improvements include the acquisition of real and personal property associated with such improvements.

Significant Changes 2019:

While there are no significant changes proposed for the 2019 budget, a portion of the First Quarter Percent REET proceeds is transferred out to fund a portion of the 2011 General Obligation Bond which is consistent with previous budgets.

The 2019 total budget for the First Quarter Percent REET fund is **\$40,821**.

FIRST QUARTER PERCENT REET FUND SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

| First Quarter Percent REET Fund | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Proposed Budget | % Change 2018-2019 |
|---------------------------------------|-------------------|-------------------|----------------------------|---------------------------|----------------------------|--------------------------|
| REVENUE SOURCE | | | | | | |
| Other Taxes | \$ 101,423 | \$ 98,984 | \$ 90,000 | \$ 90,000 | \$ 105,830 | 17.6% |
| Interest Earnings | 562 | 1,291 | 700 | 700 | 450 | 0.0% |
| TOTAL REVENUES | \$ 101,985 | \$ 100,275 | \$ 90,700 | \$ 90,700 | \$ 106,280 | 17.2% |
| EXPENDITURES | | | | | | |
| Transfers Out | \$ 40,020 | \$ 141,566 | \$ 162,865 | \$ 242,865 | \$ 40,821 | -83.2% |
| TOTAL EXPENDITURES | \$ 40,020 | \$ 141,566 | \$ 162,865 | \$ 242,865 | \$ 40,821 | -83.2% |
| CHANGES IN FUND BALANCE | | | | | | |
| Beginning Cash, January 1 | \$ 155,433 | \$ 217,398 | \$ 186,857 | \$ 176,107 | \$ 23,942 | -86.4% |
| Net Revenue Over (under) Expenditures | 61,965 | (41,291) | (72,165) | (152,165) | 65,459 | -143.0% |
| ENDING CASH, DECEMBER 31 | \$ 217,398 | \$ 176,107 | \$ 114,692 | \$ 23,942 | \$ 89,401 | 273.4% |

| FUND: | | 305 - FIRST QUARTER PERCENT REET FUND | | | | REVENUES | | | |
|------------------------------------|------------------------------|---------------------------------------|-------------------|----------------------|---------------------|-------------------|---------------|----------------------------|--------------------|
| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
| REVENUE SOURCE | | | | | | | | | |
| Other Taxes | | | | | | | | | |
| 305.318.034.00 | REET 1 - 1ST QUARTER PERCENT | \$ 101,423 | \$ 98,984 | \$ 90,000 | \$ 90,000 | \$ 105,830 | \$ - | \$ 105,830 | 17.6% |
| Total Other Taxes | | 101,423 | 98,984 | 90,000 | 90,000 | 105,830 | - | 105,830 | 17.6% |
| Interest Earnings | | | | | | | | | |
| 305.361.011.00 | INTEREST EARNINGS | 562 | 1,291 | 700 | 700 | 450 | - | 450 | -35.7% |
| Total Interest Earnings | | 562 | 1,291 | 700 | 700 | 450 | - | 450 | 0.0% |
| Transfers In | | | | | | | | | |
| 305.397.301.00 | TRANSFER FROM FUND 301 | - | - | - | - | - | - | - | 0.0% |
| Total Transfers In | | - | - | - | - | - | - | - | 0.0% |
| TOTAL REVENUES | | \$ 101,985 | \$ 100,275 | \$ 90,700 | \$ 90,700 | \$ 106,280 | \$ - | \$ 106,280 | 17.2% |
| BEGINNING CASH, JANUARY 1 | | 155,433 | 217,398 | 186,857 | 176,107 | 23,942 | - | 23,942 | -86.4% |
| TOTAL REVENUE APPROPRIATION | | \$ 257,418 | \$ 317,673 | \$ 277,557 | \$ 266,807 | \$ 130,222 | \$ - | \$ 130,222 | -51.2% |

| FUND: | | 305 - FIRST QUARTER PERCENT REET FUND | | | | EXPENDITURES | | | |
|----------------------------|-----------------------------|---------------------------------------|-------------|----------------------|---------------------|----------------|---------------|----------------------------|------------------|
| DEPARTMENT: | | 44 - PUBLIC FACILITIES | | | | | | | |
| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | Change 2018-2019 |
| EXPENDITURES | | | | | | | | | |
| Debt Service | | | | | | | | | |
| 305.44.591.022.71.00 | DEBT PRINCIPAL - FIRE TRUCK | \$ - | \$ - | \$ - | \$ - | \$ - | | \$ - | 0.0% |
| 305.44.592.022.83.00 | DEBT INTEREST - FIRE TRUCK | - | - | - | - | - | | - | 0.0% |
| Total Debt Service | | - | - | - | - | - | - | - | 0.0% |
| Transfers Out | | | | | | | | | |
| 305.44.597.000.05.20 | TRANSFER OUT - FUND 200 | 40,020 | 41,566 | 42,865 | 42,865 | 40,821 | | 40,821 | -4.8% |
| 305.44.597.000.05.31 | TRANSFER OUT - FUND 301 | - | 100,000 | 120,000 | 200,000 | - | | - | -100.0% |
| Total Transfers Out | | 40,020 | 141,566 | 162,865 | 242,865 | 40,821 | - | 40,821 | -83.2% |
| TOTAL EXPENDITURES | | \$ 40,020 | \$ 141,566 | \$ 162,865 | \$ 242,865 | \$ 40,821 | \$ - | \$ 40,821 | -83.2% |
| ENDING CASH, DECEMBER 31 | | 217,398 | 176,107 | 114,692 | 23,942 | 89,401 | - | 89,401 | 273.4% |
| TOTAL APPROPRIATION | | \$ 257,418 | \$ 317,673 | \$ 277,557 | \$ 266,807 | \$ 130,222 | \$ - | \$ 130,222 | -51.2% |

This Page Intentionally Left Blank

SECOND QUARTER PERCENT REET Second Quarter Percent REET Fund 306 Public Facilities Reserve 44

Purpose

This Fund is for the second quarter percent real estate tax levied by the City on all sales of real estate. This tax may only be levied by cities that plan under the Growth Management Act (GMA). These funds may be used for capital projects defined as “public works projects of a local government for planning, acquisition, construction, reconstruction, repair replacement, rehabilitation, or improvement of streets, roads, highways, sidewalks, street and road lighting systems, traffic signals, bridges, domestic water systems, storm and sanitary sewer systems, and planning, construction, reconstruction, repair, rehabilitation or improvement of parks”.

Significant Changes 2019

While there are no significant changes proposed for 2019, a portion of the Second Quarter Percent REET proceeds is transferred out to fund a portion (34%) of the 2011 General Obligation Bond, consistent with previous budget practice.

The 2019 total budget for the Second Quarter Percent REET fund is **\$33,851**.

SECOND QUARTER PERCENT REET FUND SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

| Second Quarter Percent REET Fund | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Proposed Budget | % Change 2018-2019 |
|---------------------------------------|-------------------|-------------------|----------------------------|---------------------------|----------------------------|--------------------------|
| REVENUE SOURCE | | | | | | |
| Other Taxes | \$ 101,423 | \$ 98,983 | \$ 90,000 | \$ 90,000 | \$ 105,830 | 17.6% |
| Interest Earnings | 493 | 1,201 | 650 | 650 | 640 | 0.0% |
| TOTAL REVENUES | \$ 101,916 | \$ 100,184 | \$ 90,650 | \$ 90,650 | \$ 106,470 | 17.5% |
| EXPENDITURES | | | | | | |
| Transfers Out | \$ 31,443 | \$ 32,659 | \$ 233,675 | \$ 323,190 | \$ 33,851 | -89.5% |
| TOTAL EXPENDITURES | \$ 31,443 | \$ 32,659 | \$ 233,675 | \$ 323,190 | \$ 33,851 | -89.5% |
| CHANGES IN FUND BALANCE | | | | | | |
| Beginning Cash, January 1 | \$ 126,740 | \$ 197,213 | \$ 275,504 | \$ 264,738 | \$ 32,198 | -87.8% |
| Net Revenue Over (under) Expenditures | 70,473 | 67,525 | (143,025) | (232,540) | 72,619 | -131.2% |
| ENDING CASH, DECEMBER 31 | \$ 197,213 | \$ 264,738 | \$ 132,479 | \$ 32,198 | \$ 104,817 | 225.5% |

| FUND: | | 306 - SECOND QUARTER PERCENT REET FUND | | | | REVENUES | | | |
|------------------------------------|------------------------------|--|-------------------|----------------------|---------------------|-------------------|---------------|----------------------------|--------------------|
| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
| REVENUE SOURCE | | | | | | | | | |
| Taxes | | | | | | | | | |
| 306.318.035.00 | REET 2 - 2ND QUARTER PERCENT | \$ 101,423 | \$ 98,983 | \$ 90,000 | \$ 90,000 | \$ 105,830 | | \$ 105,830 | 17.6% |
| Total Taxes | | 101,423 | 98,983 | 90,000 | 90,000 | 105,830 | - | 105,830 | 17.6% |
| Miscellaneous Revenue | | | | | | | | | |
| 306.361.011.00 | INTEREST REVENUE | 493 | 1,201 | 650 | 650 | 640 | | 640 | -1.5% |
| Total Miscellaneous Revenue | | 493 | 1,201 | 650 | 650 | 640 | - | 640 | -1.5% |
| Transfers In: | | | | | | | | | |
| 306.397.301.00 | TRANSFER FROM FUND 301 | - | - | - | - | - | | - | 0.0% |
| Total Transfers In | | - | - | - | - | - | - | - | 0.0% |
| TOTAL REVENUES | | \$ 101,916 | \$ 100,184 | \$ 90,650 | \$ 90,650 | \$ 106,470 | \$ - | \$ 106,470 | 17.5% |
| BEGINNING CASH, JANUARY 1 | | 126,740 | 197,213 | 275,504 | 264,738 | 32,198 | | 32,198 | -87.8% |
| TOTAL REVENUE APPROPRIATION | | \$ 228,656 | \$ 297,397 | \$ 366,154 | \$ 355,388 | \$ 138,668 | \$ - | \$ 138,668 | -61.0% |

| FUND: | | 306- SECOND QUARTER PERCENT REET FUND | | | | EXPENDITURES | | | |
|----------------------------|-------------------------|---------------------------------------|-------------------|----------------------|---------------------|-------------------|---------------|----------------------------|--------------------|
| DEPARTMENT: | | 44 - PUBLIC FACILTIES | | | | | | | |
| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
| EXPENDITURES | | | | | | | | | |
| Transfers Out | | | | | | | | | |
| 306.44.597.000.05.20 | TRANSFER OUT - FUND 200 | \$ 31,443 | \$ 32,659 | \$ 33,675 | \$ 33,675 | \$ 33,851 | | \$ 33,851 | 3.8% |
| 306.44.597.000.05.31 | TRANSFER OUT- FUND 301 | - | - | 200,000 | 289,515 | - | | - | -160.8% |
| Total Transfers Out | | 31,443 | 32,659 | 233,675 | 323,190 | 33,851 | - | 33,851 | -156.8% |
| TOTAL EXPENDITURES | | \$ 31,443 | \$ 32,659 | \$ 233,675 | \$ 323,190 | \$ 33,851 | \$ - | \$ 33,851 | -156.8% |
| ENDING CASH, DECEMBER 31 | | 197,213 | 264,738 | 132,479 | 32,198 | 104,817 | - | 104,817 | 0.0% |
| TOTAL APPROPRIATION | | \$ 228,656 | \$ 297,397 | \$ 366,154 | \$ 355,388 | \$ 138,668 | \$ - | \$ 138,668 | -117.4% |

PROPRIETARY FUND TYPES

Proprietary funds are used to account for a government's business-type activities. These funds are used to account for services to the general public where all or most of the costs, including depreciation, are to be financed or recovered from users of such services. There are two generic fund types in this category: Enterprise and Internal Services funds. The City does not have internal services funds currently.

ENTERPRISE FUNDS

Garbage Fund – This fund is used to account for the City's solid waste collections operations, primarily to customers outside the financial reporting entity.

Wastewater Fund – This fund is used to account for the operations of the City's wastewater utility.

Water Fund – This fund is used to account for the operations of the City's water utility.

Storm and Surface Water Fund – This fund is used to account for the operations of the City's storm drainage and surface water management utility.

Airport Fund – This fund is used to account for the operations for the Chehalis Airport.

GARBAGE Garbage Fund 402 Department 12

Purpose:

This fund was established to account for the revenues and expenditure associated with the City's organic waste disposal site at Stan Hedwall Park. Residents can purchase a annual disposal permit to access the site during the Spring and Summer months to dispose of yard waste and other organic materials.

Significant Changes 2019:

No changes are planned for 2019.

GARBAGE FUND SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

| Garbage Fund | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Proposed Budget | % Change 2018-2019 |
|---------------------------------------|-----------------|-----------------|----------------------------|---------------------------|----------------------------|--------------------------|
| REVENUE SOURCE | | | | | | |
| Charges for Services | \$ 6,322 | \$ 6,100 | \$ 6,200 | \$ 6,200 | \$ 6,500 | 4.8% |
| Interest Earnings | 17 | 41 | 25 | 25 | 25 | 0.0% |
| Miscellaneous Revenue | 26 | - | - | - | - | 0.0% |
| Agency Deposits | 227 | 220 | 220 | 220 | 220 | 0.0% |
| TOTAL REVENUES | \$ 6,592 | \$ 6,361 | \$ 6,445 | \$ 6,445 | \$ 6,745 | 4.7% |
| EXPENDITURES | | | | | | |
| Services | \$ 3,246 | \$ 6,790 | \$ 5,775 | \$ 7,275 | \$ 7,000 | -3.8% |
| Agency Disbursements | 227 | 220 | 230 | 230 | 252 | 9.6% |
| TOTAL EXPENDITURES | \$ 3,473 | \$ 7,010 | \$ 6,005 | \$ 7,505 | \$ 7,252 | -3.4% |
| CHANGES IN FUND BALANCE | | | | | | |
| Beginning Cash, January 1 | \$ 4,554 | \$ 7,673 | \$ 6,868 | \$ 7,024 | \$ 5,964 | -15.1% |
| Net Revenue Over (under) Expenditures | 3,119 | (649) | 440 | (1,060) | (507) | -52.2% |
| ENDING CASH, DECEMBER 31 | \$ 7,673 | \$ 7,024 | \$ 7,308 | \$ 5,964 | \$ 5,457 | -8.5% |

| FUND: | | 402 - GARBAGE FUND | | | | REVENUES | | | |
|------------------------------------|------------------------------|--------------------|------------------|----------------------|---------------------|------------------|---------------|----------------------------|--------------------|
| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
| REVENUE SOURCE | | | | | | | | | |
| Charges for Services | | | | | | | | | |
| 402.343.070.00 | GARBAGE/SOLID WASTE SERVICES | \$ 29 | \$ - | \$ - | \$ - | \$ - | | \$ - | 0.0% |
| 402.343.070.31 | ORGANIC DUMP PASS | 6,293 | 6,100 | 6,200 | 6,200 | 6,500 | | 6,500 | 4.8% |
| Total Charges for Services | | 6,322 | 6,100 | 6,200 | 6,200 | 6,500 | - | 6,500 | 4.8% |
| Interest Earnings | | | | | | | | | |
| 402.361.011.00 | INTEREST EARNINGS | 17 | 41 | 25 | 25 | 25 | | 25 | 0.0% |
| Total Interest Earnings | | 17 | 41 | 25 | 25 | 25 | - | 25 | 0.0% |
| Misc. Other Revenues | | | | | | | | | |
| 402.369.091.00 | MISCELLANEOUS INCOME | 26 | - | - | - | - | | - | 0.0% |
| Total Misc. Other Revenues | | 26 | - | - | - | - | - | - | 0.0% |
| Agency Deposits: | | | | | | | | | |
| 402.389.030.04 | DUE TO STATE - SALES TAX | 227 | 220 | 220 | 220 | 220 | | 220 | 0.0% |
| Total Agency Deposits: | | 227 | 220 | 220 | 220 | 220 | - | 220 | 0.0% |
| TOTAL REVENUES | | \$ 6,592 | \$ 6,361 | \$ 6,445 | \$ 6,445 | \$ 6,745 | \$ - | \$ 6,745 | 4.7% |
| BEGINNING CASH, JANUARY 1 | | 4,554 | 7,673 | 6,868 | 7,024 | 5,964 | | 5,964 | -15.1% |
| TOTAL REVENUE APPROPRIATION | | \$ 11,146 | \$ 14,034 | \$ 13,313 | \$ 13,469 | \$ 12,709 | \$ - | \$ 12,709 | -5.6% |

| FUND: | | 402 - GARBAGE FUND | | | | EXPENDITURES | | | |
|---------------------------------|--------------------------|--------------------|------------------|----------------------|---------------------|------------------|---------------|----------------------------|--------------------|
| DEPARTMENT: | | 12 - GARBAGE | | | | | | | |
| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
| EXPENDITURES | | | | | | | | | |
| Administration | | | | | | | | | |
| 402.12.537.070.47.01 | UTIL SERV-YARD WASTES | \$ 3,246 | \$ 6,790 | \$ 5,775 | \$ 7,275 | \$ 7,000 | | \$ 7,000 | -3.8% |
| Total Administration | | 3,246 | 6,790 | 5,775 | 7,275 | 7,000 | - | 7,000 | -3.8% |
| Custodial Activity | | | | | | | | | |
| 402.12.589.030.00.04 | DUE TO STATE - SALES TAX | 227 | 220 | 230 | 230 | 252 | | 252 | 9.6% |
| Total Custodial Activity | | 227 | 220 | 230 | 230 | 252 | - | 252 | 9.6% |
| TOTAL EXPENDITURES | | \$ 3,473 | \$ 7,010 | \$ 6,005 | \$ 7,505 | \$ 7,252 | \$ - | \$ 7,252 | -3.4% |
| ENDING CASH, DECEMBER 31 | | 7,673 | 7,024 | 7,308 | 5,964 | 5,457 | - | 5,457 | -8.5% |
| TOTAL APPROPRIATION | | \$ 11,146 | \$ 14,034 | \$ 13,313 | \$ 13,469 | \$ 12,709 | \$ - | \$ 12,709 | -5.6% |

This Page Intentionally Left Blank

WASTEWATER
Wastewater Fund 404 Public Works
Wastewater Division

Employees:

| Department / Classification | 2016 Actual | 2017 Actual | 2018 Adopted | 2018 Amended Budget | 2019 Proposed Budget | Change from 2018 Amended to 2019 Budget |
|---|----------------|----------------|-----------------|---------------------------|----------------------------|---|
| PUBLIC WORKS - WASTEWATER | | | | | | |
| Public Works Director | 0.25 | 0.20 | 0.20 | 0.20 | 0.20 | 0.00 |
| Public Works Office Manager | 0.25 | 0.25 | 0.20 | 0.20 | 0.20 | 0.00 |
| Administrative Assistant (PT) | 0.00 | 0.00 | 0.00 | 0.00 | 0.50 | 0.50 |
| Wastewater Superintendent | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Community Development Director/Engineer | 0.00 | 0.00 | 0.10 | 0.10 | 0.20 | 0.10 |
| Building and Planning Manager | 0.00 | 0.00 | 0.00 | 0.00 | 0.10 | 0.10 |
| Engineering Tech. III | 0.36 | 0.43 | 0.42 | 0.42 | 0.46 | 0.04 |
| Engineering Tech II | 0.00 | 0.00 | 0.00 | 0.00 | 0.46 | 0.46 |
| Maintenance Tech - Electrical | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Lead Wastewater Treatment Plant Operator | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| WW Treatment Operator II | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 0.00 |
| Wastewater Laboratory Tech. II | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Wastewater Laboratory Assistant | 0.50 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Storm/Wastewater Collection Specialist | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 0.00 |
| Poplar Tree Plantation Worker/Utility Worker 1 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Poplar Tree Plantation Worker/Utility Worker II | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 | 0.00 |
| Property Maintenance Aide (Seasonal) | 0.00 | 0.92 | 0.00 | 0.92 | 0.92 | 0.00 |
| Total Wastewater Employees (FTE) | 11.86 | 12.30 | 11.42 | 12.34 | 13.54 | 1.20 |

Mission and Responsibilities:

The Wastewater Division of Public Works is responsible for the collection and treatment (per State & Federal Standards) of wastewater from Chehalis, Napavine, Lewis County Water/Sewer District #4 and associated urban growth areas. The Division is responsible for the operation and maintenance of the sanitary sewage collection system, the wastewater treatment plant, the Poplar tree plantation and all other City wastewater facilities and infrastructure.

Wastewater is treated utilizing advanced secondary and tertiary treatment processes before discharge to the river during wet-weather and the poplar tree plantation during dry-weather. Residual solids are treated to Class A biosolids and sold to local farmers. Additional mission support functions include laboratory analysis of wastewater, collection system cleaning and repair, treatment plant/poplar tree plantation operation and maintenance, and electrical / electronic / mechanical repair of all division equipment and facilities. Division administrative functions include staff management and supervision, regulatory reporting / permit compliance, capital improvement planning, rate studies and financial planning, and planning, design and construction of Division projects.

2018 Accomplishments:

- Completed replacement of odor control system blower fan & SBR blower #1 and rebuild of SBR motive pump #1
- Completed biannual Outfall Inspection
- Completed design of Riverside Pump Station Force Main Replacement
- Completed approximately 180 maintenance work orders utilizing 900 hours of staff time costing \$161,000 in parts and labor
- Jetted over 8,000 ft. of sewer line to maintain collection system flow and capacity
- Continued staff safety training to comply with LNI requirements

2019 Goals and Objectives:

- Replace sand filter turbidimeters and SBR single board computer to improve process reliability
- Upgrade lab equipment for ammonia/TKN analysis to improve lab efficiency and data accuracy
- Continue efforts to achieve 100% permit compliance
- Complete Riverside Pump Station Force Main Replacement Project to minimize sewer leak potential
- Begin design of Waste Piping Modification Project (req. as part of legal settlement)

Significant Changes 2019:

- \$700,000 for Riverside Force Main Replacement Project
- \$25,000 for design of SBR Waste Piping Modification Project
- \$43,800 for various new equipment
- \$14,659 for part time administrative assistant for CRWRF
- Minor increases in some chemical costs
- \$52,500 for new utility billing software (WW utility share) \$35,000 for rate study (WW utility share)
- Allocation of Community Development Director's salary and benefits increased from 10% to 20% to reflect a larger role in Public Works Department activities and projects

WASTEWATER FUND
SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

| Wastewater Fund | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Proposed Budget | % Change 2018-2019 |
|--|---------------------|---------------------|----------------------------|---------------------------|----------------------------|--------------------------|
| REVENUE SOURCE | | | | | | |
| Grants | \$ 6,062 | \$ 590,043 | \$ - | \$ 10,905 | \$ - | -100.0% |
| Charges for goods and services | 5,378,212 | 5,450,049 | 5,447,792 | 5,447,792 | 5,393,872 | -1.0% |
| Fines/Forfeiture | 58,924 | 49,150 | 51,000 | 51,000 | 42,910 | -15.9% |
| Interest Earnings | 12,580 | 27,076 | 15,000 | 15,000 | 29,130 | 94.2% |
| Rents & Leases | 3,545 | 3,545 | 3,545 | 3,545 | 4,140 | 16.8% |
| Misc. Other Revenues | 3,290 | 1,334 | 1,100 | 1,100 | 1,550 | 40.9% |
| Proceeds from Sale of Assets | 1,350 | - | - | - | - | 0.0% |
| Agency Deposits | 558 | 563 | 555 | 555 | 660 | 0.0% |
| Other Financing Source | 139,644 | 287,924 | - | - | - | 0.0% |
| Transfers in | - | - | - | - | - | 0.0% |
| TOTAL REVENUES | \$ 5,604,165 | \$ 6,409,684 | \$ 5,518,992 | \$ 5,529,897 | \$ 5,472,262 | -1.0% |
| EXPENDITURES | | | | | | |
| Salaries & Wages | \$ 643,439 | \$ 676,112 | \$ 769,578 | \$ 773,401 | \$ 864,309 | 11.8% |
| Benefits | 342,218 | 355,756 | 399,428 | 400,777 | 426,392 | 6.4% |
| Supplies | 358,923 | 326,241 | 388,260 | 388,260 | 449,626 | 15.8% |
| Services | 891,046 | 1,393,137 | 1,007,951 | 1,461,919 | 1,017,537 | -30.4% |
| Capital Outlay | 249,868 | 976,384 | 175,000 | 294,873 | 828,900 | 181.1% |
| Interfund Loan | - | - | - | - | - | 0.0% |
| Debt Service | 1,856,529 | 1,868,286 | 1,893,385 | 1,909,145 | 1,880,055 | -1.5% |
| Interfund Service | 188,279 | 293,075 | 313,793 | 283,817 | 283,820 | 0.0% |
| Transfers Out | 32,500 | - | - | - | - | |
| TOTAL EXPENDITURES | \$ 4,562,802 | \$ 5,888,991 | \$ 4,947,395 | \$ 5,512,192 | \$ 5,750,639 | 4.3% |
| CHANGES IN FUND BALANCE | | | | | | |
| Beginning Cash, January 1 | \$ 3,271,463 | \$ 4,312,826 | \$ 4,125,346 | \$ 4,822,426 | \$ 4,840,131 | 0.4% |
| Net Revenues Over (under) Expenditures | 1,041,363 | 520,693 | 571,597 | 17,705 | (278,377) | -1672.3% |
| ENDING CASH, DECEMBER 31 | \$ 4,312,826 | \$ 4,833,519 | \$ 4,696,943 | \$ 4,840,131 | \$ 4,561,754 | -5.8% |

| | | |
|--------------|------------------------------|-----------------|
| FUND: | 404 - WASTEWATER FUND | REVENUES |
|--------------|------------------------------|-----------------|

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|---|-------------------------------------|------------------|------------------|----------------------|---------------------|------------------|---------------|----------------------------|--------------------|
| REVENUE SOURCE | | | | | | | | | |
| Intergovernmental Revenues | | | | | | | | | |
| 404.333.097.03 | FEMA DISASTER GRANT-07 FLOOD | \$ - | \$ - | \$ - | \$ - | \$ - | - | \$ - | 0.0% |
| 404.334.001.83 | DEPT OF MILITARY/07 FEMA FLOOD | - | - | - | - | - | - | - | 0.0% |
| 404.334.003.10 | STATE GRANT - DEPT OF ECOLOGY | - | 290,018 | - | - | - | - | - | 0.0% |
| 404.334.003.11 | STATE GRANT - DOE FORGIVABLE | - | 286,613 | - | - | - | - | - | 0.0% |
| 404.334.030.10 | STATE GRANT - DEPT OF ECOLOGY | - | - | - | 10,905 | - | - | - | -100.0% |
| 404.337.000.52 | COAL CREEK EXTENSION | 6,062 | 13,412 | - | - | - | - | - | 0.0% |
| Total Intergovernmental Revenues | | 6,062 | 590,043 | - | 10,905 | - | - | - | -100.0% |
| Charges for Goods and Services | | | | | | | | | |
| 404.343.050.21 | RESIDENTIAL | 2,269,592 | 2,283,123 | 2,325,617 | 2,325,617 | 2,325,617 | - | 2,325,617 | 0.0% |
| 404.343.050.22 | COMMERCIAL | 2,302,122 | 2,258,925 | 2,325,142 | 2,325,142 | 2,325,142 | - | 2,325,142 | 0.0% |
| 404.343.050.30 | UTILITY HOOK UP/CONNECTION | 107,262 | 234,825 | 100,000 | 100,000 | 48,400 | - | 48,400 | -51.6% |
| 404.343.050.49 | CHARGES TO PUBLIC AGENCIES | 230,652 | 230,652 | 230,655 | 230,655 | 230,655 | - | 230,655 | 0.0% |
| 404.343.050.50 | DISCHARGE FEES | 155,000 | 155,000 | 175,000 | 175,000 | 175,000 | - | 175,000 | 0.0% |
| 404.343.050.70 | WTP LOAN PRINCIPAL-SRFL #3 REIMB | 277,378 | 277,378 | 277,378 | 277,378 | 277,378 | - | 277,378 | 0.0% |
| 404.343.050.96 | OTHER A/R-BAL SEWER INSTALL CHARGES | 28,501 | 7,737 | 10,000 | 10,000 | 3,810 | - | 3,810 | -61.9% |
| 404.343.050.99 | OTHER FEES & CHARGES (LCSD#4) | 7,705 | 2,409 | 4,000 | 4,000 | 7,870 | - | 7,870 | 96.8% |
| Total Charges for Goods & Services | | 5,378,212 | 5,450,049 | 5,447,792 | 5,447,792 | 5,393,872 | - | 5,393,872 | -1.0% |
| Fines/Forfeiture | | | | | | | | | |
| 404.359.000.00 | LATE PAYMENT FEES | 58,924 | 49,150 | 51,000 | 51,000 | 42,910 | - | 42,910 | -15.9% |
| Total Fines/Forfeiture | | 58,924 | 49,150 | 51,000 | 51,000 | 42,910 | - | 42,910 | -15.9% |
| Interest Earnings | | | | | | | | | |
| 404.361.011.00 | INTEREST EARNINGS | 12,580 | 27,076 | 15,000 | 15,000 | 29,130 | - | 29,130 | 94.2% |
| Total Interest Earnings | | 12,580 | 27,076 | 15,000 | 15,000 | 29,130 | - | 29,130 | 94.2% |
| Rents & Leases | | | | | | | | | |
| 404.362.050.01 | LONG TERM RENTAL INCOME | 3,545 | 3,545 | 3,545 | 3,545 | 4,140 | - | 4,140 | 16.8% |

| FUND: | | 404 - WASTEWATER FUND | | | | REVENUES | | | |
|---|--------------------------------------|-----------------------|----------------------|----------------------|----------------------|----------------------|---------------|----------------------------|--------------------|
| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
| Total Rents and Leases | | 3,545 | 3,545 | 3,545 | 3,545 | 4,140 | - | 4,140 | 16.8% |
| Misc. Other Revenues | | | | | | | | | |
| 404.369.010.00 | SALE OF SCRAP & JUNK | 2,000 | - | - | - | - | - | - | 0.0% |
| 404.369.010.01 | SALE OF SCRAP & JUNK - BIOSOLIDS | 1,290 | 1,334 | 1,100 | 1,100 | 1,550 | - | 1,550 | 40.9% |
| 404.388.080.00 | PRIOR YEAR CORRECTIONS | - | - | - | - | - | - | - | 0.0% |
| Total Miscellaneous | | 3,290 | 1,334 | 1,100 | 1,100 | 1,550 | - | 1,550 | 40.9% |
| Proceeds from Sale of Assets | | | | | | | | | |
| 404.395.010.00 | PROCEEDS FROM SALES OF CAP ASSETS | 1,350 | - | - | - | - | - | - | 0.0% |
| Total Proceeds from Sale of Assets | | 1,350 | - | - | - | - | - | - | 0.0% |
| Agency Deposits | | | | | | | | | |
| 404.389.030.04 | DUE TO STATE - SALES TAX | 103 | 108 | 100 | 100 | 130 | - | 130 | 30.0% |
| 404.389.030.06 | LEASEHOLD EXCISE TAX LIABILITY | 455 | 455 | 455 | 455 | 530 | - | 530 | 16.5% |
| Total Agency Deposits | | 558 | 563 | 555 | 555 | 660 | - | 660 | 18.9% |
| Other Financing Source | | | | | | | | | |
| 404.391.080.01 | SRF LOAN - I & I | 55,719 | 287,924 | - | - | - | - | - | 0.0% |
| 404.391.080.02 | SRF LOAN - I & I - FORGIVABLE | 52,983 | - | - | - | - | - | - | 0.0% |
| 404.391.080.03 | SRF LOAN - COAL CREEK EXTENSION | 15,942 | - | - | - | - | - | - | 0.0% |
| 404.391.080.04 | SRF LOAN - COAL CRK EXT - FORGIVABLE | 15,000 | - | - | - | - | - | - | 0.0% |
| Total Other Financing Source | | 139,644 | 287,924 | - | - | - | - | - | 0.0% |
| TOTAL REVENUES | | \$ 5,604,165 | \$ 6,409,684 | \$ 5,518,992 | \$ 5,529,897 | \$ 5,472,262 | \$ - | \$ 5,472,262 | -1.0% |
| BEGINNING CASH, JANUARY 1 | | 3,271,463 | 4,312,826 | 4,125,346 | 4,822,426 | 4,840,131 | - | 4,840,131 | 0.4% |
| TOTAL REVENUE APPROPRIATION | | \$ 8,875,628 | \$ 10,722,510 | \$ 9,644,338 | \$ 10,352,323 | \$ 10,312,393 | \$ - | \$ 10,312,393 | -0.4% |

| | | |
|--------------------|--------------------------------|---------------------|
| FUND: | 404 - WASTEWATER FUND | EXPENDITURES |
| DEPARTMENT: | VARIOUS (11, 16, 17 18) | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One- time | 2019 Total Proposed Budget | % Change 2018-2019 |
|---|---|----------------|----------------|----------------------------|---------------------------|-------------------|-------------------|----------------------------------|-----------------------|
| EXPENDITURES | | | | | | | | | |
| <u>PW - Wastewater Administration (11)</u> | | | | | | | | | |
| Administration (535.010) | | | | | | | | | |
| 404.11.535.010.11.00 | SALARIES AND WAGES | \$ 105,607 | \$ 100,630 | \$ 115,700 | \$ 119,523 | \$ 145,888 | \$ 43,290 | \$ 189,178 | 58.3% |
| 404.11.535.010.11.02 | ADMIN SUPPORT SALARIES AND WAGES | 13,173 | 13,719 | 11,321 | 11,321 | 11,544 | | 11,544 | 2.0% |
| 404.11.535.010.21.00 | PERSONNEL BENEFITS | 40,499 | 40,620 | 48,629 | 49,978 | 60,562 | 3,312 | 63,874 | 27.8% |
| 404.11.535.010.21.02 | ADMIN SUPPORT PERSONNEL BENEFITS | 7,619 | 7,860 | 6,475 | 6,475 | 6,803 | | 6,803 | 5.1% |
| 404.11.535.010.31.00 | OFFICE & OPERATING SUPPLIES | 1,526 | 1,165 | 1,500 | 1,500 | 1,500 | | 1,500 | 0.0% |
| 404.11.535.010.32.00 | FUEL CONSUMED | 521 | 739 | 600 | 600 | 600 | | 600 | 0.0% |
| 404.11.535.010.35.00 | SMALL TOOLS & MINOR EQUIPMENT | - | 1,215 | 1,500 | 1,500 | 1,500 | 1,000 | 2,500 | 66.7% |
| 404.11.535.010.41.00 | PROFESSIONAL SERVICES | 22,252 | 555 | 11,300 | 11,300 | 11,300 | 35,000 | 46,300 | 309.7% |
| 404.11.535.010.42.00 | COMMUNICATIONS | 2,870 | 4,367 | 3,000 | 3,000 | 3,000 | | 3,000 | 0.0% |
| 404.11.535.010.43.00 | TRAVEL/HOTEL/PER DIEMS | - | - | 1,000 | 1,000 | 1,000 | | 1,000 | 0.0% |
| 404.11.535.010.44.00 | ADVERTISING | 941 | - | - | - | - | | - | 0.0% |
| 404.11.535.010.46.00 | INSURANCE | 97,423 | 95,419 | 101,145 | 101,145 | 101,145 | | 101,145 | 0.0% |
| 404.11.535.010.47.00 | PUBLIC UTILITY SERVICE | 1,964 | 2,456 | 2,750 | 2,750 | 2,750 | | 2,750 | 0.0% |
| 404.11.535.010.48.00 | REPAIR & MAINT- FACILITIES | 865 | 711 | 1,200 | 1,200 | 1,200 | | 1,200 | 0.0% |
| 404.11.535.010.49.00 | MISCELLANEOUS | 640 | 185 | 900 | 900 | 900 | | 900 | 0.0% |
| 404.11.535.010.49.04 | GOVT PERMIT/CERTIFICATION/RECORDING FEE | - | - | - | - | - | | - | 0.0% |
| 404.11.535.010.51.00 | INTERGOVT PROF SERVICES | - | 2,025 | - | - | - | | - | 0.0% |
| 404.11.535.010.53.00 | EXTERNAL TAXES & OPER ASSESS | 110,311 | 108,190 | 106,500 | 106,500 | 106,500 | | 106,500 | 0.0% |
| 404.11.535.010.53.01 | TAXES & OPER ASSESSMT - GF | 306,111 | 321,521 | 261,870 | 261,870 | 304,086 | | 304,086 | 16.1% |
| Total Administration (535.010) | | 712,322 | 701,377 | 675,390 | 680,562 | 760,278 | 82,602 | 842,880 | 23.9% |
| Engineering Services (535.020) | | | | | | | | | |
| 404.11.535.020.11.00 | SALARIES AND WAGES | 27,587 | 30,225 | 29,035 | 29,035 | 32,419 | | 32,419 | 11.7% |

| | | | |
|--------------------|--------------------------------|--|---------------------|
| FUND: | 404 - WASTEWATER FUND | | EXPENDITURES |
| DEPARTMENT: | VARIOUS (11, 16, 17 18) | | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One- time | 2019 Total Proposed Budget | % Change 2018-2019 |
|---|---|----------------|---------------|----------------------------|---------------------------|-------------------|-------------------|----------------------------------|-----------------------|
| 404.11.535.020.21.00 | PERSONNEL BENEFITS | 15,544 | 16,866 | 17,587 | 17,587 | 19,728 | | 19,728 | 12.2% |
| 404.11.535.020.24.00 | UNIFORMS & CLOTHING | 70 | 79 | 96 | 96 | 302 | | 302 | 214.6% |
| 404.11.535.020.31.00 | OFFICE & OPERATING SUPPLIES | 763 | 475 | 672 | 672 | 1,886 | | 1,886 | 180.7% |
| 404.11.535.020.32.00 | FUEL CONSUMED | 333 | 494 | 588 | 588 | 1,288 | | 1,288 | 119.0% |
| 404.11.535.020.35.00 | SMALL TOOLS & MINOR EQUIPMENT | - | - | - | - | 9,752 | | 9,752 | 0.0% |
| 404.11.535.020.41.00 | PROFESSIONAL SERVICES | 306 | 374 | 630 | 630 | 1,381 | | 1,381 | 119.2% |
| 404.11.535.020.42.00 | COMMUNICATIONS | - | - | 42 | 42 | 92 | | 92 | 119.0% |
| 404.11.535.020.43.00 | TRAVEL/HOTEL/PER DIEMS | - | - | - | - | 368 | | 368 | 0.0% |
| 404.11.535.020.44.00 | ADVERTISING | 145 | 102 | 336 | 336 | 552 | | 552 | 64.3% |
| 404.11.535.020.46.00 | INSURANCE | 496 | 411 | 440 | 440 | 1,266 | | 1,266 | 187.7% |
| 404.11.535.020.48.00 | REPAIR & MAINT- FACILITIES | 49 | - | 602 | 602 | - | | - | -100.0% |
| 404.11.535.020.48.01 | REPAIR & MAINT - EQUIPMENT | - | - | - | - | 736 | | 736 | 0.0% |
| 404.11.535.020.48.02 | REPAIR & MAINT - IT SOFTWARE/HARDWARE | - | - | - | - | 368 | | 368 | 0.0% |
| 404.11.535.020.49.00 | MISCELLANEOUS | 1,188 | 1,492 | 2,436 | 2,436 | - | | - | -100.0% |
| 404.11.535.020.49.01 | REGISTRATION | - | - | - | - | 920 | | 920 | 0.0% |
| 404.11.535.020.49.02 | MEMBERSHIP DUES/SUBSCRIPTIONS | - | - | - | - | 7,498 | | 7,498 | 0.0% |
| 404.11.535.020.49.04 | GOVT PERMIT/CERTIFICATION/RECORDING FEE | - | - | - | - | - | | - | 0.0% |
| Total Engineering Services (535.020) | | 46,481 | 50,518 | 52,464 | 52,464 | 78,556 | - | 78,556 | 49.7% |
| Maintenance (535.050) | | | | | | | | | |
| 404.11.535.050.11.00 | SALARIES AND WAGES | 614 | 1,006 | - | - | - | | - | 0.0% |
| 404.11.535.050.11.06 | SALARIES AND WAGES | 10,243 | 15,364 | 25,000 | 25,000 | 25,000 | | 25,000 | 0.0% |
| 404.11.535.050.12.06 | OVERTIME | - | 81 | - | - | - | | - | 0.0% |
| 404.11.535.050.21.00 | PERSONNEL BENEFITS | 350 | 475 | - | - | - | | - | 0.0% |
| 404.11.535.050.21.06 | PERSONNEL BENEFITS | 4,839 | 4,965 | 11,750 | 11,750 | 11,750 | | 11,750 | 0.0% |
| 404.11.535.050.41.00 | PROFESSIONAL SERVICES | 699 | 679 | - | - | - | | - | 0.0% |
| 404.11.535.050.49.04 | GOVT PERMIT/CERTIFICATION/RECORDING FEE | - | - | - | - | - | | - | 0.0% |
| Total Maintenance (535.050) | | 16,745 | 22,570 | 36,750 | 36,750 | 36,750 | - | 36,750 | 0.0% |

| | | |
|--------------------|--------------------------------|---------------------|
| FUND: | 404 - WASTEWATER FUND | EXPENDITURES |
| DEPARTMENT: | VARIOUS (11, 16, 17 18) | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-time | 2019 Total Proposed Budget | % Change 2018-2019 |
|---|--------------------------------|----------------|----------------|----------------------|---------------------|----------------|---------------|----------------------------|--------------------|
| Operations (535.080) | | | | | | | | | |
| 404.11.535.080.41.00 | PROFESSIONAL SERVICES | - | 34,705 | - | - | - | | - | 0.0% |
| 404.11.535.080.42.00 | COMMUNICATIONS | 137 | 155 | - | - | - | | - | 0.0% |
| 404.11.535.080.44.00 | ADVERTISING | 67 | 129 | - | - | - | | - | 0.0% |
| Total Operations (535.080) | | 204 | 34,989 | - | - | - | - | - | 0.0% |
| Contra Expenditure Offsets (General Fund) | | | | | | | | | |
| 404.11.535.091.1A.00 | WAGE CONTRA OFFSETS | 100,291 | 91,727 | 91,330 | 91,339 | 91,340 | | 91,340 | 0.0% |
| 404.11.535.091.2A.00 | BENEFIT CONTRA OFFSETS | 57,200 | 50,523 | 49,700 | 50,099 | 50,100 | | 50,100 | 0.0% |
| 404.11.535.091.3A.00 | SUPPLIES CONTRA OFFSETS | 7,932 | 3,091 | 4,200 | 1,550 | 1,550 | | 1,550 | 0.0% |
| 404.11.535.091.4A.00 | SERVICES CONTRA OFFSETS | 22,856 | 41,009 | 35,800 | 32,986 | 32,990 | | 32,990 | 0.0% |
| Total Contra Expenditures Offsets (General Fund) | | 188,279 | 186,350 | 181,030 | 175,974 | 175,980 | - | 175,980 | 0.0% |
| Contra Expense Offsets (Water Fund) | | | | | | | | | |
| 404.11.535.099.1A.00 | WAGE CONTRA OFFSETS | - | 48,959 | 75,197 | 52,300 | 52,300 | | 52,300 | 0.0% |
| 404.11.535.099.2A.00 | BENEFIT CONTRA OFFSETS | - | 32,292 | 42,095 | 35,395 | 35,390 | | 35,390 | 0.0% |
| 404.11.535.099.3A.00 | SUPPLIES CONTRA OFFSETS | - | 13,151 | 2,310 | 6,306 | 6,310 | | 6,310 | 0.1% |
| 404.11.535.099.4A.00 | SERVICES CONTRA OFFSETS | - | 12,323 | 13,161 | 13,842 | 13,840 | | 13,840 | 0.0% |
| Total Contra Expenditures Offsets (Water Fund) | | - | 106,725 | 132,763 | 107,843 | 107,840 | - | 107,840 | 0.0% |
| Due to State | | | | | | | | | |
| 404.11.589.030.00.04 | DUE TO STATE - SALES TAX | 103 | 108 | 100 | 100 | 100 | | 100 | 0.0% |
| 404.11.589.030.00.06 | LEASEHOLD EXCISE TAX LIABILITY | 455 | 455 | 500 | 500 | 500 | | 500 | 0.0% |
| Total Due to State | | 558 | 563 | 600 | 600 | 600 | - | 600 | 0.0% |
| Debt Service Principal | | | | | | | | | |
| 404.11.591.035.72.00 | PTP LOAN PRINCIPAL - SRFL #1 | 147,168 | 149,391 | 151,647 | 151,647 | 153,938 | | 153,938 | 1.5% |
| 404.11.591.035.72.11 | WTP LOAN PRINCIPAL SRFL#3A | 1,630,623 | 1,630,623 | 1,630,624 | 1,630,624 | 1,630,623 | | 1,630,623 | 0.0% |

| FUND: | | 404 - WASTEWATER FUND | | | | EXPENDITURES | | | |
|--|-----------------------------------|-------------------------|------------------|----------------------|---------------------|------------------|----------------|----------------------------|--------------------|
| DEPARTMENT: | | VARIOUS (11, 16, 17 18) | | | | | | | |
| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-time | 2019 Total Proposed Budget | % Change 2018-2019 |
| 404.11.591.035.72.12 | WTP LOAN PRINCIPAL SRFL #3B | 39,546 | 39,546 | 39,546 | 39,546 | 39,546 | | 39,546 | 0.0% |
| 404.11.591.035.72.13 | WTP LOAN PRINCIPAL - SRFL #2 | 17,503 | 17,767 | 18,036 | 18,036 | 18,308 | | 18,308 | 1.5% |
| 404.11.591.035.78.00 | DOE - I & I LOAN | - | 8,308 | 31,864 | 31,864 | 15,378 | | 15,378 | -51.7% |
| 404.11.591.035.78.04 | DOE - LOAN PRINCIPAL - COAL CREEK | - | - | - | 15,000 | - | | - | -100.0% |
| Total Debt Service Principal | | 1,834,840 | 1,845,635 | 1,871,717 | 1,886,717 | 1,857,793 | - | 1,857,793 | -1.5% |
| Debt Service Interest | | | | | | | | | |
| 404.11.592.035.83.00 | INT ON LONG TERM EXTERNAL DEBT | - | 3,460 | 5,000 | 5,000 | 8,157 | | 8,157 | 63.1% |
| 404.11.592.035.83.04 | DOE - LOAN INTEREST - COAL CREEK | - | - | - | 760 | - | | - | -100.0% |
| 404.11.592.035.83.10 | INT ON LONG TERM EXTERNAL DEBT | 19,373 | 17,150 | 14,894 | 14,894 | 12,604 | | 12,604 | -15.4% |
| 404.11.592.035.89.00 | INVESTMENT SERVICE FEES | 160 | 149 | 150 | 150 | 150 | | 150 | 0.0% |
| 404.11.592.C35.83.00 | SRF LT LOAN INTEREST | 2,156 | 1,892 | 1,624 | 1,624 | 1,351 | | 1,351 | -16.8% |
| Total Debt Service Interest | | 21,689 | 22,651 | 21,668 | 22,428 | 22,262 | - | 22,262 | -0.7% |
| Capital Outlays | | | | | | | | | |
| 404.11.594.035.41.00 | PROFESSIONAL SERVICES | 145,520 | 47,462 | - | - | - | 25,000 | 25,000 | 0.0% |
| 404.11.594.035.44.00 | ADVERTISING | 2,401 | - | - | - | - | - | - | 0.0% |
| 404.11.594.035.62.00 | BUILDINGS AND STRUCTURES | - | - | 25,000 | 25,000 | - | - | - | -100.0% |
| 404.11.594.035.64.00 | MACHINERY & EQUIPMENT | 101,947 | 64,127 | 10,000 | 10,000 | 4,000 | 99,900 | 103,900 | 939.0% |
| 404.11.594.035.65.00 | CONSTRUCTION PROJECTS | - | 864,795 | 140,000 | 259,873 | - | 700,000 | 700,000 | 169.4% |
| Total Capital Outlays | | 249,868 | 976,384 | 175,000 | 294,873 | 4,000 | 824,900 | 828,900 | 181.1% |
| Transfers Out | | | | | | | | | |
| 404.11.597.000.05.47 | TRANSFER OUT - FUND 407 | 32,500 | - | - | - | - | - | - | 0.0% |
| Total Transfers Out | | 32,500 | - | - | - | - | - | - | 0.0% |
| Total PW Wastewater Administration (11) | | 3,103,486 | 3,947,762 | 3,147,382 | 3,258,211 | 3,044,059 | 907,502 | 3,951,561 | 21.3% |
| <u>Wastewater Treatment Plant (WWTP) (16)</u> | | | | | | | | | |

| | | |
|--------------------|--------------------------------|---------------------|
| FUND: | 404 - WASTEWATER FUND | EXPENDITURES |
| DEPARTMENT: | VARIOUS (11, 16, 17 18) | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One- time | 2019 Total Proposed Budget | % Change 2018-2019 |
|-------------------------------|---|----------------|----------------|----------------------------|---------------------------|-------------------|-------------------|----------------------------------|-----------------------|
| WWTP - Training | | | | | | | | | |
| 404.16.535.040.43.00 | TRAVEL/HOTEL/PER DIEMS | - | 570 | 6,300 | 6,300 | - | | - | -100.0% |
| 404.16.535.040.49.00 | MISCELLANEOUS | 925 | 833 | 8,900 | 8,900 | - | | - | -100.0% |
| Total WWTP - Training | | 925 | 1,403 | 15,200 | 15,200 | - | - | - | -100.0% |
| WWTP Maintenance | | | | | | | | | |
| 404.16.535.050.31.00 | OFFICE & OPERATING SUPPLIES | 53,604 | 59,699 | 82,000 | 82,000 | 82,000 | 20,000 | 102,000 | 24.4% |
| 404.16.535.050.35.00 | SMALL TOOLS & MINOR EQUIPMENT | 400 | - | 2,000 | 2,000 | 2,000 | | 2,000 | 0.0% |
| 404.16.535.050.45.00 | RENTALS | 815 | 707 | 600 | 600 | 600 | | 600 | 0.0% |
| 404.16.535.050.48.00 | REPAIR & MAINT- FACILITIES | 34,858 | 56,505 | 58,300 | 30,300 | - | 11,000 | 11,000 | -63.7% |
| 404.16.535.050.48.01 | REPAIR & MAINT - EQUIPMENT | - | - | - | - | 1,000 | 17,300 | 18,300 | 0.0% |
| 404.16.535.050.48.02 | REPAIR & MAINT - IT SOFTWARE/HARDWARE | - | - | - | - | - | 27,050 | 27,050 | 0.0% |
| 404.16.535.050.49.04 | GOVT PERMIT/CERTIFICATION/RECORDING FEE | - | - | - | - | - | | - | 0.0% |
| Total WWTP Maintenance | | 89,677 | 116,911 | 142,900 | 114,900 | 85,600 | 75,350 | 160,950 | 40.1% |
| WWTP Operations | | | | | | | | | |
| 404.16.535.080.11.00 | SALARIES AND WAGES | 272,124 | 288,473 | 312,730 | 312,730 | 319,520 | | 319,520 | 2.2% |
| 404.16.535.080.11.05 | SALARIES AND WAGES | 2,314 | 8,579 | 8,975 | 8,975 | 10,374 | | 10,374 | 15.6% |
| 404.16.535.080.11.07 | SALARIES AND WAGES | - | - | 11,425 | 11,425 | 11,425 | | 11,425 | 0.0% |
| 404.16.535.080.12.00 | OVERTIME | 8,438 | 8,286 | 9,000 | 9,000 | 9,000 | | 9,000 | 0.0% |
| 404.16.535.080.21.00 | PERSONNEL BENEFITS | 168,596 | 165,632 | 180,532 | 180,532 | 185,696 | | 185,696 | 2.9% |
| 404.16.535.080.21.05 | PART TIME PERSONNEL BENEFITS | 493 | 1,758 | 1,050 | 1,050 | 1,844 | | 1,844 | 75.6% |
| 404.16.535.080.24.00 | UNIFORMS & CLOTHING | 3,600 | 1,761 | 3,000 | 3,000 | 3,000 | | 3,000 | 0.0% |
| 404.16.535.080.31.00 | OFFICE & OPERATING SUPPLIES | 220,716 | 209,159 | 206,400 | 206,400 | 219,900 | | 219,900 | 6.5% |
| 404.16.535.080.32.00 | FUEL CONSUMED | 2,339 | 2,291 | 6,000 | 6,000 | 6,000 | | 6,000 | 0.0% |
| 404.16.535.080.35.00 | SMALL TOOLS & MINOR EQUIPMENT | 2,148 | 19,575 | 4,000 | 4,000 | 4,000 | 11,800 | 15,800 | 295.0% |
| 404.16.535.080.41.00 | PROFESSIONAL SERVICES | 44,346 | 98,328 | 66,000 | 365,000 | 37,000 | | 37,000 | -89.9% |
| 404.16.535.080.42.00 | COMMUNICATIONS | 17,106 | 18,241 | 17,000 | 17,000 | 17,000 | | 17,000 | 0.0% |

| FUND: | | 404 - WASTEWATER FUND | | | | EXPENDITURES | | | |
|---|---|-------------------------|------------------|----------------------|---------------------|------------------|---------------|----------------------------|--------------------|
| DEPARTMENT: | | VARIOUS (11, 16, 17 18) | | | | | | | |
| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-time | 2019 Total Proposed Budget | % Change 2018-2019 |
| 404.16.535.080.43.00 | TRAVEL/HOTEL/PER DIEMS | - | - | - | - | 6,300 | | 6,300 | 0.0% |
| 404.16.535.080.44.00 | ADVERTISING | 739 | 2,591 | - | - | - | | - | 0.0% |
| 404.16.535.080.45.00 | RENTALS | - | 523 | - | - | - | | - | 0.0% |
| 404.16.535.080.47.00 | PUBLIC UTILITY SERVICE | 128,332 | 177,481 | 180,000 | 183,308 | 180,000 | | 180,000 | -1.8% |
| 404.16.535.080.48.00 | REPAIR & MAINT- FACILITIES | 7,454 | 8,113 | - | - | - | | - | 0.0% |
| 404.16.535.080.49.00 | MISCELLANEOUS | 25,520 | 28,031 | 25,050 | 25,050 | - | | - | -100.0% |
| 404.16.535.080.49.01 | REGISTRATION | - | - | - | - | 8,900 | | 8,900 | 0.0% |
| 404.16.535.080.49.04 | GOVT PERMIT/CERTIFICATION/RECORDING FEE | - | - | - | - | 17,000 | | 17,000 | 0.0% |
| Total WWTP Operations | | 904,265 | 1,038,822 | 1,031,162 | 1,333,470 | 1,036,959 | 11,800 | 1,048,759 | -21.4% |
| Total Wastewater Treatment Plant (WWTP) (16) | | 994,867 | 1,157,136 | 1,189,262 | 1,463,570 | 1,122,559 | 87,150 | 1,209,709 | -17.3% |
| Wastewater Collection (17) | | | | | | | | | |
| WW Collection Training | | | | | | | | | |
| 404.17.535.040.49.00 | MISCELLANEOUS | 31 | 62 | - | - | - | | - | 0.0% |
| Total Collections Maintenance | | 31 | 62 | - | - | - | - | - | 0.0% |
| Collections Maintenance | | | | | | | | | |
| 404.17.535.050.31.00 | OFFICE & OPERATING SUPPLIES | 52,750 | 14,724 | 43,600 | 43,600 | 43,600 | | 43,600 | 0.0% |
| 404.17.535.050.34.00 | ITEMS PURCH'D FOR INV & RESALE | - | - | 2,000 | 2,000 | 2,000 | | 2,000 | 0.0% |
| 404.17.535.050.35.00 | SMALL TOOLS & MINOR EQUIPMENT | - | - | 2,000 | 2,000 | 2,000 | 3,000 | 5,000 | 150.0% |
| 404.17.535.050.41.00 | PROFESSIONAL SERVICES | - | 890 | - | - | - | | - | 0.0% |
| 404.17.535.050.48.00 | REPAIR & MAINT- FACILITIES | 7,808 | 349,787 | 16,500 | 99,160 | 5,000 | | 5,000 | -95.0% |
| 404.17.535.050.48.01 | REPAIR & MAINT - EQUIPMENT | - | - | - | - | 11,500 | | 11,500 | 0.0% |
| 404.17.535.050.48.02 | REPAIR & MAINT - IT SOFTWARE/HARDWARE | - | - | - | - | 6,000 | | 6,000 | 0.0% |
| 404.17.535.050.49.04 | GOVT PERMIT/CERTIFICATION/RECORDING FEE | - | - | - | - | - | | - | 0.0% |
| Total Collections Maintenance | | 60,558 | 365,401 | 64,100 | 146,760 | 70,100 | 3,000 | 73,100 | -50.2% |

| | | |
|--------------------|--------------------------------|---------------------|
| FUND: | 404 - WASTEWATER FUND | EXPENDITURES |
| DEPARTMENT: | VARIOUS (11, 16, 17 18) | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-time | 2019 Total Proposed Budget | % Change 2018-2019 |
|---|---|----------------|----------------|----------------------|---------------------|----------------|---------------|----------------------------|--------------------|
| Collections Operations | | | | | | | | | |
| 404.17.535.080.11.00 | SALARIES AND WAGES | 128,370 | 137,053 | 156,761 | 156,761 | 160,261 | | 160,261 | 2.2% |
| 404.17.535.080.11.05 | SALARIES AND WAGES | - | 1,104 | - | - | - | | - | 0.0% |
| 404.17.535.080.12.00 | OVERTIME | 1,674 | 290 | 3,500 | 3,500 | 3,500 | | 3,500 | 0.0% |
| 404.17.535.080.21.00 | PERSONNEL BENEFITS | 72,526 | 88,459 | 95,052 | 95,052 | 96,581 | | 96,581 | 1.6% |
| 404.17.535.080.21.05 | PART TIME PERSONNEL BENEFITS | - | 256 | - | - | - | | - | 0.0% |
| 404.17.535.080.24.00 | UNIFORMS & CLOTHING | 1,948 | 570 | 2,000 | 2,000 | 2,000 | | 2,000 | 0.0% |
| 404.17.535.080.31.00 | OFFICE & OPERATING SUPPLIES | 1,648 | 2,648 | 1,600 | 1,600 | 1,600 | | 1,600 | 0.0% |
| 404.17.535.080.32.00 | FUEL CONSUMED | 5,016 | 6,429 | 9,200 | 9,200 | 9,200 | | 9,200 | 0.0% |
| 404.17.535.080.35.00 | SMALL TOOLS & MINOR EQUIPMENT | 713 | - | - | - | - | | - | 0.0% |
| 404.17.535.080.41.00 | PROFESSIONAL SERVICES | 6,217 | 4,321 | 9,000 | 106,000 | 4,000 | | 4,000 | -96.2% |
| 404.17.535.080.42.00 | COMMUNICATIONS | 7,945 | 8,828 | 9,000 | 9,000 | 9,000 | | 9,000 | 0.0% |
| 404.17.535.080.43.00 | TRAVEL/HOTEL/PER DIEMS | - | - | 450 | 450 | 450 | | 450 | 0.0% |
| 404.17.535.080.45.00 | RENTALS | 10,946 | 10,124 | 2,000 | 2,000 | 10,000 | | 10,000 | 400.0% |
| 404.17.535.080.47.00 | PUBLIC UTILITY SERVICE | 36,581 | 41,473 | 45,000 | 45,000 | 45,000 | | 45,000 | 0.0% |
| 404.17.535.080.48.00 | REPAIR & MAINT- FACILITIES | - | 49 | - | - | - | | - | 0.0% |
| 404.17.535.080.49.00 | MISCELLANEOUS | 5,346 | 6,087 | 6,450 | 6,450 | - | | - | -100.0% |
| 404.17.535.080.49.01 | REGISTRATION | - | - | - | - | 450 | | 450 | 0.0% |
| 404.17.535.080.49.04 | GOVT PERMIT/CERTIFICATION/RECORDING FEE | - | - | - | - | - | | - | 0.0% |
| Total Collections Operations | | 278,930 | 307,691 | 340,013 | 437,013 | 342,042 | - | 342,042 | -21.7% |
| Total Wastewater Collections (17) | | 339,519 | 673,154 | 404,113 | 583,773 | 412,142 | 3,000 | 415,142 | -28.9% |
| <u>Wastewater Poplar Tree Plant (PTP) (18)</u> | | | | | | | | | |
| PTP Training | | | | | | | | | |
| 404.18.535.040.43.00 | TRAVEL/HOTEL/PER DIEMS | 50 | 100 | - | - | - | | - | 0.0% |
| 404.18.535.040.49.00 | MISCELLANEOUS | 17 | 81 | - | - | - | | - | 0.0% |

| | | |
|--------------------|--------------------------------|---------------------|
| FUND: | 404 - WASTEWATER FUND | EXPENDITURES |
| DEPARTMENT: | VARIOUS (11, 16, 17 18) | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One- time | 2019 Total Proposed Budget | % Change 2018-2019 |
|------------------------------|---|----------------|----------------|----------------------------|---------------------------|-------------------|-------------------|----------------------------------|-----------------------|
| Total PTP Maintenance | | 67 | 181 | - | - | - | - | - | 0.0% |
| PTP Maintenance | | | | | | | | | |
| 404.18.535.050.31.00 | OFFICE & OPERATING SUPPLIES | 6,348 | 1,710 | 13,500 | 13,500 | 13,500 | | 13,500 | 0.0% |
| 404.18.535.050.35.00 | SMALL TOOLS & MINOR EQUIPMENT | - | - | 600 | 600 | 1,000 | | 1,000 | 66.7% |
| 404.18.535.050.48.00 | REPAIR & MAINT- FACILITIES | 504 | 107 | 43,000 | 43,000 | 3,000 | | 3,000 | -93.0% |
| 404.18.535.050.48.02 | REPAIR & MAINT - IT SOFTWARE/HARDWARE | - | - | - | - | 3,500 | | 3,500 | 0.0% |
| 404.18.535.050.49.04 | GOVT PERMIT/CERTIFICATION/RECORDING FEE | - | - | - | - | - | | - | 0.0% |
| Total PTP Maintenance | | 6,852 | 1,817 | 57,100 | 57,100 | 21,000 | - | 21,000 | -63.2% |
| PTP Operations | | | | | | | | | |
| 404.18.535.080.11.00 | SALARIES AND WAGES | 29,713 | 28,564 | 42,755 | 42,755 | 45,791 | | 45,791 | 7.1% |
| 404.18.535.080.11.05 | SALARIES AND WAGES | 43,582 | 42,738 | 43,376 | 43,376 | 46,297 | | 46,297 | 6.7% |
| 404.18.535.080.21.00 | PERSONNEL BENEFITS | 14,171 | 15,068 | 21,073 | 21,073 | 22,322 | | 22,322 | 5.9% |
| 404.18.535.080.21.05 | PERSONNEL BENEFITS | 11,351 | 11,195 | 11,684 | 11,684 | 11,992 | | 11,992 | 2.6% |
| 404.18.535.080.21.07 | PERSONNEL BENEFITS-U&I TAXES | 344 | 8 | - | - | - | | - | 0.0% |
| 404.18.535.080.24.00 | UNIFORMS & CLOTHING | 176 | 92 | 500 | 500 | 500 | | 500 | 0.0% |
| 404.18.535.080.24.05 | UNIFORMS & CLOTHING | 92 | 92 | - | - | - | | - | 0.0% |
| 404.18.535.080.31.00 | OFFICE & OPERATING SUPPLIES | 7,342 | 3,032 | 5,500 | 5,500 | 5,500 | | 5,500 | 0.0% |
| 404.18.535.080.32.00 | FUEL CONSUMED | 2,689 | 2,886 | 5,000 | 5,000 | 5,000 | | 5,000 | 0.0% |
| 404.18.535.080.35.00 | SMALL TOOLS & MINOR EQUIPMENT | 67 | - | - | - | - | | - | 0.0% |
| 404.18.535.080.41.00 | PROFESSIONAL SERVICES | 3,224 | 2,354 | 12,000 | 12,000 | 12,000 | | 12,000 | 0.0% |
| 404.18.535.080.42.00 | COMMUNICATIONS | 758 | 802 | 1,000 | 1,000 | 1,000 | | 1,000 | 0.0% |
| 404.18.535.080.43.00 | TRAVEL/HOTEL/PER DIEMS | - | - | 225 | 225 | - | | - | -100.0% |
| 404.18.535.080.44.00 | ADVERTISING | 255 | 212 | 500 | 500 | 500 | | 500 | 0.0% |
| 404.18.535.080.47.00 | PUBLIC UTILITY SERVICE | 1,689 | 1,851 | 2,100 | 2,100 | 2,100 | | 2,100 | 0.0% |
| 404.18.535.080.48.00 | REPAIR & MAINT- FACILITIES | 41 | 15 | - | - | - | | - | 0.0% |
| 404.18.535.080.49.00 | MISCELLANEOUS | 2,516 | 33 | 3,825 | 3,825 | - | | - | -100.0% |

| FUND: | | 404 - WASTEWATER FUND | | | | EXPENDITURES | | | |
|--|---|-------------------------|----------------------|----------------------|----------------------|----------------------|-------------------|----------------------------|--------------------|
| DEPARTMENT: | | VARIOUS (11, 16, 17 18) | | | | | | | |
| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-time | 2019 Total Proposed Budget | % Change 2018-2019 |
| 404.18.535.080.49.01 | REGISTRATION | - | - | - | - | 225 | | 225 | 0.0% |
| 404.18.535.080.49.04 | GOVT PERMIT/CERTIFICATION/RECORDING FEE | - | - | - | - | - | | - | 0.0% |
| Total PTP Maintenance | | 118,010 | 108,942 | 149,538 | 149,538 | 153,227 | - | 153,227 | 2.5% |
| Total Poplar Tree Plantation (PTP) (18) | | 124,929 | 110,940 | 206,638 | 206,638 | 174,227 | - | 174,227 | -15.7% |
| TOTAL EXPENDITURES | | \$ 4,562,801 | \$ 5,888,992 | \$ 4,947,395 | \$ 5,512,192 | \$ 4,752,987 | \$ 997,652 | \$ 5,750,639 | 4.3% |
| ENDING CASH, DECEMBER 31 | | 4,312,826 | 4,833,519 | 4,696,943 | 4,840,131 | 5,559,406 | (997,652) | 4,561,754 | -5.8% |
| TOTAL APPROPRIATION | | \$ 8,875,627 | \$ 10,722,511 | \$ 9,644,338 | \$ 10,352,323 | \$ 10,312,393 | \$ - | \$ 10,312,393 | -0.4% |

**WATER
Water Fund 405**

Employees:

| Department / Classification | 2016 Actual | 2017 Actual | 2018 Adopted | 2018 | 2019 | Change |
|--|----------------|----------------|-----------------|-------------------|--------------------|---|
| | | | | Amended Budget | Proposed Budget | from 2018 Amended to 2019 Budget |
| PUBLIC WORKS - WATER | | | | | | |
| Public Works Director | 0.25 | 0.20 | 0.20 | 0.20 | 0.20 | 0.00 |
| Public Works Office Manager | 0.25 | 0.25 | 0.20 | 0.20 | 0.20 | 0.00 |
| Community Development Director | 0.00 | 0.10 | 0.10 | 0.10 | 0.20 | 0.10 |
| Planning and Building Manager | 0.00 | 0.00 | 0.00 | 0.00 | 0.10 | 0.10 |
| Water Superintendent | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Engineering Tech. III | 0.40 | 0.45 | 0.49 | 0.49 | 0.49 | 0.00 |
| Engineering Tech II | 0.00 | 0.00 | 0.00 | 0.00 | 0.49 | 0.49 |
| Maintenance Tech -Electrical | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Water Treatment Plant Operator II | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Water Treatment Plant Operator I | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 0.00 |
| Water Distribution Operator I | 1.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Water Distribution Operator II | 1.00 | 2.00 | 2.00 | 2.00 | 2.00 | 0.00 |
| Meter Reader | 1.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Water Distribution Operator I/Meter Reader | 1.00 | 2.00 | 2.00 | 2.00 | 2.00 | 0.00 |
| Public Works Maintenance Aide (Seasonal) | 0.00 | 0.68 | 0.00 | 0.68 | 0.23 | -0.45 |
| Vehicle Maintenance Tech. | 0.46 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Utility Customer Service Rep. Seasonal | 0.00 | 0.23 | 0.00 | 0.00 | 0.00 | 0.00 |
| Utility Customer Service Rep. I | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Utility Customer Service Rep. II | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Total Water Employees (FTE) | 12.36 | 13.91 | 12.99 | 13.67 | 13.91 | 0.24 |

Mission and Responsibilities

The Water Division is responsible for the procurement, treatment and distribution of potable water, meeting all State standards for the City of Chehalis and associated service areas. Water Treatment includes the operations of the intakes, delivery of water to the treatment plant, production of potable water that meets or exceeds all State and Federal drinking water standards. The treatment process utilizes filtration, disinfection and fluoridation and requires constant monitoring and analysis to ensure that the water quality is maintained, and that the City meets all State and Federal standards and maintains regulatory compliance.

Water system operation and maintenance includes planning, design, construction, management, cross-connection control and monitoring, and customer service for the City's flow planning. In cooperation with the City's Fire Department and Lewis County Fire District 6, this Division provides fire hydrants installation and maintenance, improvements and hydraulic/fire flow planning. The Water Division's Equipment and Electrical Maintenance Program provides maintenance on electronic and control circuitry, machinery, equipment and facilities. The Administration and planning function is provided through management and supervision of the services provided by the Division in addition to planning, reporting to various regulatory entities, capital improvement planning, capacity analysis and related functions.

2018 Accomplishments

- Continued performing large meter and backflow testing
- Continued the water leak detection program on 10+ miles of water pipe
- Continued to respond to customer complaints/concerns
- Continued water meter replacement program
- Began the Water System Plan Update

2019 Goals and Objectives:

- Replace Water System Infrastructure on Pacific Avenue, in connection with the Stormwater Project
- Replace seventy-year-old High Level Pump Station
- Permit and Design Chehalis River Pump Line Replacement in order to provide a back-up water source, due to aging force main.
- Complete the Water System Plan Update
- Continue performing large meter and backflow testing
- Continue the water leak detection program on 10+ miles of water pipe
- Continue to respond to customer complaints/concerns
- Continue water meter replacement program
- Prindle Street waterline replacement from Prindle Street to Cascade Avenue-Market Intersection

Significant Changes 2019:

Significant changes since the last fiscal year include; The Water System Plan will be completed in 2019, in accordance with the Washington Administrative Code (WAC) 246-290-100 and the Washington State Department of Health (DOH) requirements of every 6 years. Subsequent reports will be required every 10 years. This Plan documents and evaluates the City's water system and includes recommendations for future projects and the rescheduling of previous projects that have not yet been completed. City staff is working with a consulting engineer Gibbs & Olson to evaluate the existing water system and provide recommendations regarding how the city should prepare for the future.

Three employees have stated they will be retiring in 2019. The positions effected will be the Water Treatment Plant Operator I, Water Treatment Operator II, and Water Distribution Operator II. Succession planning and recruitments will be needed. The cost of the vacation/sick leave due to the retiring employees will be calculated nearer to the date of the separation. Budget amendments will likely be needed in the water division towards midyear to reflect the transition.

In addition, the budget reflects a larger allocation of the Community Development Director's time as his responsibilities expand to include more Public Works related activities and projects in preparation for the planned retirement of the current Director in the second half of 2019.

The proposed 2019 Budget includes:

\$ 350,000 For the High-Level Pump Station replacement, engineering services and construction.

\$ 450,000 For Pacific Avenue water line replacement cost share with storm water division project. Along with this project is a water line replacement on Prindle Street, from Pacific Avenue to Cascade Avenue, no storm water system replacement.

\$ 250,000 For Chehalis pump line which includes engineering services for design and environmental permitting

WATER FUND
SUMMARY BY REVENUES AND EXPENDITURE CATEGORY

| Water Fund | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Proposed Budget | % Change 2018-2019 |
|--|---------------------|---------------------|----------------------------|---------------------------|----------------------------|--------------------------|
| REVENUE SOURCE | | | | | | |
| Charges for goods and services | \$ 3,019,505 | \$ 3,059,350 | \$ 2,814,784 | \$ 2,814,784 | \$ 2,742,940 | -2.6% |
| Fines/Forfeiture | 29,942 | 31,479 | 31,000 | 31,000 | 27,720 | -10.6% |
| Interest Earnings | 14,518 | 38,610 | 15,000 | 16,400 | 45,402 | 176.8% |
| Other Misc. Revenues | 1,660 | 1,213 | 1,000 | 1,000 | 1,220 | 22.0% |
| Interfund Loan Payment | - | - | - | 16,800 | 68,095 | 305.3% |
| Other Financing | - | 2,050,000 | - | - | - | 0.0% |
| Agency Deposits | 425 | 448 | 100 | 100 | 270 | 170.0% |
| Proceeds from Sale of Assets | 2,153 | 1,440 | - | - | - | 0.0% |
| TOTAL REVENUES | \$ 3,068,203 | \$ 5,182,540 | \$ 2,861,884 | \$ 2,880,084 | \$ 2,885,647 | 0.2% |
| EXPENDITURES | | | | | | |
| Salaries & Wages | \$ 712,648 | \$ 765,359 | \$ 830,352 | \$ 855,054 | \$ 990,481 | 15.8% |
| Benefits | 353,939 | 387,298 | 419,292 | 443,861 | 506,820 | 14.2% |
| Supplies | 246,068 | 261,805 | 361,770 | 361,770 | 345,069 | -4.6% |
| Services | 601,642 | 649,917 | 694,810 | 698,250 | 703,758 | 0.8% |
| Capital Outlay | 1,673,821 | 745,821 | 256,000 | 290,570 | 1,463,100 | 403.5% |
| Debt Service | 148,438 | 146,769 | 227,126 | 343,576 | 321,662 | -6.4% |
| Interfund Loan | - | - | - | 279,430 | - | -100.0% |
| Interfund Service | 129,923 | (22,809) | 134,111 | (61,744) | (61,750) | 0.0% |
| Transfers Out | - | - | - | - | - | 0.0% |
| TOTAL EXPENDITURES | \$ 3,866,479 | \$ 2,934,160 | \$ 2,923,461 | \$ 3,210,767 | \$ 4,269,140 | 33.0% |
| CHANGES IN FUND BALANCE | | | | | | |
| Beginning Cash, January 1 | \$ 5,643,056 | \$ 4,844,780 | \$ 4,515,851 | \$ 7,192,608 | \$ 6,861,925 | -4.6% |
| Net Revenues over (under) Expenditures | (798,276) | 2,248,380 | (61,577) | (330,683) | (1,383,493) | 318.4% |
| ENDING CASH, DECEMBER 31 | \$ 4,844,780 | \$ 7,093,160 | \$ 4,454,274 | \$ 6,861,925 | \$ 5,478,432 | -20.2% |

| FUND: | | 405 - WATER FUND | | | | REVENUES | | | |
|---|---------------------------------|------------------|------------------|----------------------|---------------------|------------------|---------------|----------------------------|--------------------|
| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
| REVENUE SOURCE | | | | | | | | | |
| Charges for Goods & Services | | | | | | | | | |
| 405.343.040.21 | RESIDENTIAL | \$ 1,176,551 | \$ 1,360,294 | \$ 1,118,700 | \$ 1,118,700 | \$ 1,120,670 | | \$ 1,120,670 | 0.2% |
| 405.343.040.22 | COMMERCIAL | 1,637,773 | 1,436,261 | 1,474,650 | 1,474,650 | 1,480,460 | | 1,480,460 | 0.4% |
| 405.343.040.25 | WHOLESALE | 23,416 | 32,693 | 22,374 | 22,374 | 22,420 | | 22,420 | 0.2% |
| 405.343.040.29 | OTHER SALES | 7,389 | 6,206 | 3,800 | 3,800 | 6,950 | | 6,950 | 82.9% |
| 405.343.040.30 | UTILITY HOOK UP/CONNECTION | 135,021 | 195,879 | 160,000 | 160,000 | 94,440 | | 94,440 | -41.0% |
| 405.343.040.51 | COUNTY FILING FEE | - | 225 | - | - | 330 | | 330 | 0.0% |
| 405.343.040.91 | SERVICE FEE-TURN ONS/OFFS, ETC | 16,669 | 11,585 | 14,000 | 14,000 | 12,130 | | 12,130 | -13.4% |
| 405.343.040.93 | ADMINISTRATIVE FEE | 412 | 166 | 260 | 260 | 650 | | 650 | 150.0% |
| 405.343.040.96 | OTHER A/R-BAL INSTALL CHGS | 22,274 | 16,041 | 21,000 | 21,000 | 4,890 | | 4,890 | -76.7% |
| Total Charges for Goods & Services | | 3,019,505 | 3,059,350 | 2,814,784 | 2,814,784 | 2,742,940 | - | 2,742,940 | -2.6% |
| Fines/Forfeiture | | | | | | | | | |
| 405.359.000.00 | LATE PAYMENT FEES-NSFs | 29,942 | 31,479 | 31,000 | 31,000 | 27,720 | | 27,720 | -10.6% |
| Total Fines/Forfeiture | | 29,942 | 31,479 | 31,000 | 31,000 | 27,720 | - | 27,720 | -10.6% |
| Interest Earnings | | | | | | | | | |
| 405.361.011.00 | INTEREST EARNINGS | 14,518 | 38,610 | 15,000 | 15,000 | 40,710 | | 40,710 | 171.4% |
| 405.361.040.02 | OTHER INTEREST - INTERFUND LOAN | - | - | - | 1,400 | 4,692 | | 4,692 | 235.1% |
| Total Interest Earnings | | 14,518 | 38,610 | 15,000 | 16,400 | 45,402 | - | 45,402 | 176.8% |
| Other Misc. Revenues | | | | | | | | | |
| 405.369.080.00 | CASH OVERAGES/SHORTAGES | - | 60 | - | - | (20) | | (20) | 0.0% |
| 405.369.081.00 | CASHIER OVERAGES/SHORTAGES | (19) | - | - | - | (10) | | (10) | 0.0% |
| 405.369.090.01 | OTHER MISC REVENUE-NON TAXED | - | - | 1,000 | 1,000 | - | | - | -100.0% |

| FUND: | | 405 - WATER FUND | | | | REVENUES | | | |
|---|-----------------------------------|---------------------|----------------------|----------------------|----------------------|---------------------|---------------|----------------------------|--------------------|
| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
| 405.369.091.00 | MISCELLANEOUS INCOME | 30 | 451 | - | - | - | - | - | 0.0% |
| 405.369.091.01 | MISCELLANEOUS INCOME | - | 38 | - | - | - | - | - | 0.0% |
| 405.369.091.04 | OTHER MISC REV - TAXED | 1,649 | 664 | - | - | 1,250 | - | 1,250 | 0.0% |
| Total Other Misc. Revenues | | 1,660 | 1,213 | 1,000 | 1,000 | 1,220 | - | 1,220 | 22.0% |
| Interfund Loans | | | | | | | | | |
| 405.381.020.00 | INTERFUND PRINCIPAL REPAYMENT | - | - | - | 16,800 | 68,095 | - | 68,095 | 305.3% |
| Total Interfund Loans | | - | - | - | 16,800 | 68,095 | - | 68,095 | 305.3% |
| Other Financing Source | | | | | | | | | |
| 405.391.020.00 | DRINKING WATER - SRF LOAN | - | 850,000 | - | - | - | - | - | 0.0% |
| 405.391.020.01 | DRINKING WATER - SRF LOAN | - | 1,200,000 | - | - | - | - | - | 0.0% |
| Total Other Financing Source | | - | 2,050,000 | - | - | - | - | - | 0.0% |
| Agency Deposits | | | | | | | | | |
| 405.389.000.00 | OTHER NON-REVENUES | 260 | - | - | - | - | - | - | 0.0% |
| 405.389.010.06 | LATECOMER DEPOSITS | - | 382 | - | - | - | - | - | 0.0% |
| 405.389.030.04 | DUE TO STATE - SALES TAX | 165 | 66 | 100 | 100 | 270 | - | 270 | 170.0% |
| Total Agency Deposits | | 425 | 448 | 100 | 100 | 270 | - | 270 | 170.0% |
| Proceeds from Sale of Assets | | | | | | | | | |
| 405.395.010.00 | PROCEEDS FROM SALES OF CAP ASSETS | 2,153 | 1,440 | - | - | - | - | - | 0.0% |
| 405.395.020.00 | INS RECOVERY - CAPITAL ASSETS | - | - | - | - | - | - | - | 0.0% |
| Total Proceeds from Sale of Assets | | 2,153 | 1,440 | - | - | - | - | - | 0.0% |
| TOTAL REVENUES | | \$ 3,068,203 | \$ 5,182,540 | \$ 2,861,884 | \$ 2,880,084 | \$ 2,885,647 | \$ - | \$ 2,885,647 | 0.2% |
| BEGINNING CASH, JANUARY 1 | | 5,643,056 | 4,844,780 | 4,515,851 | 7,192,608 | 6,861,925 | - | 6,861,925 | -4.6% |
| TOTAL REVENUE APPROPRIATION | | \$ 8,711,259 | \$ 10,027,320 | \$ 7,377,735 | \$ 10,072,692 | \$ 9,747,572 | \$ - | \$ 9,747,572 | -3.2% |

| | | | | | | | | |
|--------------------|--------------------------------|--|--|--|---------------------|--|--|--|
| FUND: | 405 - WATER FUND | | | | EXPENDITURES | | | |
| DEPARTMENT: | VARIOUS (10, 14, 15,19) | | | | | | | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|--|---|-------------|-------------|----------------------|---------------------|----------------|---------------|----------------------------|--------------------|
| EXPENDITURES | | | | | | | | | |
| <u>Public Works Water Division General (10)</u> | | | | | | | | | |
| General Administration (534.010) | | | | | | | | | |
| 405.10.534.010.11.00 | SALARIES AND WAGES | \$ 96,901 | \$ 102,391 | \$ 106,866 | \$ 110,628 | \$ 135,785 | \$ 7,360 | \$ 143,145 | 29.4% |
| 405.10.534.010.11.02 | ADMIN SUPPORT SALARIES AND WAGES | 13,173 | 13,719 | 11,321 | 11,321 | 11,544 | | 11,544 | 2.0% |
| 405.10.534.010.21.00 | PERSONNEL BENEFITS | 40,138 | 44,130 | 47,897 | 55,821 | 59,734 | 563 | 60,297 | 8.0% |
| 405.10.534.010.21.02 | ADMIN SUPPORT PERSONNEL BENEFITS | 7,619 | 7,860 | 6,475 | 6,475 | 6,803 | | 6,803 | 5.1% |
| 405.10.534.010.31.00 | OFFICE & OPERATING SUPPLIES | 2,530 | 2,188 | 2,000 | 2,000 | 2,000 | | 2,000 | 0.0% |
| 405.10.534.010.32.00 | FUEL CONSUMED | 1,024 | 1,216 | 1,200 | 1,200 | 1,200 | | 1,200 | 0.0% |
| 405.10.534.010.35.00 | SMALL TOOLS & MINOR EQUIPMENT | - | 2,076 | 1,000 | 1,000 | 1,000 | 1,000 | 2,000 | 100.0% |
| 405.10.534.010.41.00 | PROFESSIONAL SERVICES | 22,387 | 1,530 | 1,980 | 1,980 | 1,980 | 35,000 | 36,980 | 1767.7% |
| 405.10.534.010.42.00 | COMMUNICATIONS | 2,775 | 5,563 | 2,000 | 2,000 | 7,256 | | 7,256 | 262.8% |
| 405.10.534.010.43.00 | TRAVEL/HOTEL/PER DIEMS | - | 15 | 1,000 | 1,000 | 500 | | 500 | -50.0% |
| 405.10.534.010.44.00 | ADVERTISING | 87 | - | 500 | 500 | 405 | | 405 | -19.0% |
| 405.10.534.010.46.00 | INSURANCE | 36,000 | 44,597 | 49,000 | 51,880 | 51,979 | | 51,979 | 0.2% |
| 405.10.534.010.47.00 | PUBLIC UTILITY SERVICE | 1,974 | 2,456 | 2,700 | 2,700 | 2,751 | | 2,751 | 1.9% |
| 405.10.534.010.48.00 | REPAIR & MAINT- FACILITIES | 1,438 | 1,561 | 2,000 | 2,000 | 1,000 | | 1,000 | -50.0% |
| 405.10.534.010.48.01 | REPAIR & MAINT - EQUIPMENT | - | - | - | - | 300 | | 300 | 0.0% |
| 405.10.534.010.48.02 | REPAIR & MAINT - IT SOFTWARE/HARDWARE | - | - | - | - | 700 | | 700 | 0.0% |
| 405.10.534.010.49.00 | MISC - LATECOMER DEPOSITS | 5,499 | 6,396 | 12,800 | 12,800 | 800 | | 800 | -93.8% |
| 405.10.534.010.49.01 | REGISTRATION | - | - | - | - | 2,000 | | 2,000 | 0.0% |
| 405.10.534.010.49.02 | MEMBERSHIP DUES/SUBSCRIPTIONS | - | - | - | - | 10,000 | | 10,000 | 0.0% |
| 405.10.534.010.49.04 | GOVT PERMIT/CERTIFICATION/RECORDING FEE | - | - | - | - | - | | - | 0.0% |
| 405.10.534.010.51.00 | INTERGOVT PROF SERVICES | - | 2,025 | - | - | - | | - | 0.0% |
| 405.10.534.010.53.00 | EXTERNAL TAXES & OPER ASSESS | 154,419 | 152,129 | 136,700 | 136,700 | 136,700 | | 136,700 | 0.0% |
| 405.10.534.010.53.01 | TAXES & OPER ASSESSMT - GF | 178,733 | 189,919 | 157,820 | 157,820 | 160,514 | | 160,514 | 1.7% |

| | | |
|--------------------|--------------------------------|---------------------|
| FUND: | 405 - WATER FUND | EXPENDITURES |
| DEPARTMENT: | VARIOUS (10, 14, 15,19) | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|---|---|----------------|----------------|----------------------|---------------------|----------------|---------------|----------------------------|--------------------|
| Total Water Utility Administration | | 564,697 | 579,771 | 543,259 | 557,825 | 594,951 | 43,923 | 638,874 | 14.5% |
| Water Engineering Services (534.021) | | | | | | | | | |
| 405.10.534.021.11.00 | SALARIES AND WAGES | 29,618 | 31,327 | 33,875 | 33,875 | 58,003 | | 58,003 | 71.2% |
| 405.10.534.021.11.06 | SALARIES AND WAGES | 95 | 1,040 | - | - | - | | - | 0.0% |
| 405.10.534.021.21.00 | PERSONNEL BENEFITS | 16,673 | 17,836 | 20,519 | 20,519 | 38,755 | | 38,755 | 88.9% |
| 405.10.534.021.21.06 | PERSONNEL BENEFITS | 38 | 416 | - | - | - | | - | 0.0% |
| 405.10.534.021.24.00 | UNIFORMS & CLOTHING | 83 | 83 | 111 | 111 | 321 | | 321 | 189.2% |
| 405.10.534.021.31.00 | OFFICE & OPERATING SUPPLIES | 673 | 503 | 784 | 784 | 2,009 | | 2,009 | 156.3% |
| 405.10.534.021.32.00 | FUEL CONSUMED | 414 | 517 | 686 | 686 | 1,372 | | 1,372 | 100.0% |
| 405.10.534.021.35.00 | SMALL TOOLS & MINOR EQUIPMENT | - | - | 4,000 | 4,000 | - | 10,388 | 10,388 | 159.7% |
| 405.10.534.021.41.00 | PROFESSIONAL SERVICES | 359 | 446 | 736 | 736 | 1,471 | | 1,471 | 99.9% |
| 405.10.534.021.42.00 | COMMUNICATIONS | - | - | 49 | 49 | 98 | | 98 | 100.0% |
| 405.10.534.021.43.00 | TRAVEL/HOTEL/PER DIEMS | - | - | - | - | 392 | | 392 | 0.0% |
| 405.10.534.021.44.00 | ADVERTISING | 172 | 104 | 392 | 392 | 588 | | 588 | 50.0% |
| 405.10.534.021.46.00 | INSURANCE | 551 | 474 | 525 | 525 | 1,348 | | 1,348 | 156.8% |
| 405.10.534.021.48.00 | REPAIR & MAINT- FACILITIES | 58 | - | 702 | 702 | - | | - | -100.0% |
| 405.10.534.021.48.01 | REPAIR & MAINT - EQUIPMENT | - | - | - | - | 784 | | 784 | 0.0% |
| 405.10.534.021.48.02 | REPAIR & MAINT - IT SOFTWARE/HARDWARE | - | - | - | - | 392 | | 392 | 0.0% |
| 405.10.534.021.49.00 | MISCELLANEOUS | 1,408 | 1,562 | 2,842 | 2,842 | - | | - | -100.0% |
| 405.10.534.021.49.01 | REGISTRATION | - | - | - | - | 980 | | 980 | 0.0% |
| 405.10.534.021.49.02 | MEMBERSHIP DUES/SUBSCRIPTIONS | - | - | - | - | 7,987 | | 7,987 | 0.0% |
| 405.10.534.021.49.04 | GOVT PERMIT/CERTIFICATION/RECORDING FEE | - | - | - | - | - | | - | 0.0% |
| Total Water Engineering Services | | 50,142 | 54,308 | 65,221 | 65,221 | 114,500 | 10,388 | 124,888 | 91.5% |
| Vehicle Maintenance Shop (534.050) | | | | | | | | | |
| 405.10.534.050.11.00 | SALARIES AND WAGES | - | 1,857 | - | - | - | | - | 0.0% |
| 405.10.534.050.11.05 | PART TIME SALARIES AND WAGES | - | 1,301 | - | - | 1,976 | | 1,976 | 0.0% |

| | | |
|--------------------|-------------------------|---------------------|
| FUND: | 405 - WATER FUND | |
| DEPARTMENT: | VARIOUS (10, 14, 15,19) | EXPENDITURES |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|--|---|---------------|---------------|----------------------|---------------------|----------------|---------------|----------------------------|--------------------|
| 405.10.534.050.11.06 | SALARIES AND WAGES | 33,865 | 38,377 | 56,724 | 56,724 | 56,332 | | 56,332 | -0.7% |
| 405.10.534.050.12.00 | OVERTIME | 589 | 1,488 | - | - | - | | - | 0.0% |
| 405.10.534.050.12.06 | OVERTIME | 1,784 | 161 | 500 | 500 | 500 | | 500 | 0.0% |
| 405.10.534.050.21.00 | PERSONNEL BENEFITS | 294 | 1,083 | - | - | - | | - | 0.0% |
| 405.10.534.050.21.05 | PART TIME PERSONNEL BENEFITS | - | 279 | - | - | 351 | | 351 | 0.0% |
| 405.10.534.050.21.06 | PERSONNEL BENEFITS | 16,907 | 22,811 | 32,107 | 32,107 | 39,991 | | 39,991 | 24.6% |
| 405.10.534.050.24.06 | UNIFORMS & CLOTHING | 184 | 184 | - | - | - | | - | 0.0% |
| 405.10.534.050.31.00 | OFFICE & OPERATING SUPPLIES | 848 | 145 | - | - | - | | - | 0.0% |
| 405.10.534.050.41.00 | PROFESSIONAL SERVICES | 699 | 621 | - | - | - | | - | 0.0% |
| 405.10.534.050.49.00 | MISCELLANEOUS | - | 36 | - | - | - | | - | 0.0% |
| 405.10.534.050.49.04 | GOVT PERMIT/CERTIFICATION/RECORDING FEE | - | - | - | - | - | | - | 0.0% |
| Total Vehicle Maintenance Shop | | 55,170 | 68,343 | 89,331 | 89,331 | 99,150 | - | 99,150 | 11.0% |
| Customer Service Operations (534.070) | | | | | | | | | |
| 405.10.534.070.11.00 | SALARIES AND WAGES | 126,855 | 133,740 | 188,528 | 209,468 | 238,956 | | 238,956 | 14.1% |
| 405.10.534.070.11.05 | PART TIME SALARIES AND WAGES | - | - | 11,520 | 11,520 | | 11,520 | 11,520 | 0.0% |
| 405.10.534.070.12.00 | OVERTIME | 107 | 274 | 500 | 500 | 500 | | 500 | 0.0% |
| 405.10.534.070.21.00 | PERSONNEL BENEFITS | 73,640 | 87,989 | 111,873 | 128,518 | 153,543 | | 153,543 | 19.5% |
| 405.10.534.070.21.05 | PART TIME PERSONNEL BENEFITS | - | - | 932 | 932 | - | 932 | 932 | 0.0% |
| 405.10.534.070.24.00 | UNIFORMS & CLOTHING | 423 | 445 | 500 | 500 | 500 | | 500 | 0.0% |
| 405.10.534.070.31.00 | OFFICE & OPERATING SUPPLIES | 8,260 | 4,492 | 5,000 | 5,000 | 5,000 | | 5,000 | 0.0% |
| 405.10.534.070.31.02 | OFFICE & OPERATING SUPPLIES | 6,901 | 3,794 | 8,000 | 8,000 | 8,000 | | 8,000 | 0.0% |
| 405.10.534.070.32.00 | FUEL CONSUMED | 2,159 | 3,673 | 4,500 | 4,500 | 4,500 | | 4,500 | 0.0% |
| 405.10.534.070.35.00 | SMALL TOOLS & MINOR EQUIPMENT | 9,048 | 4,221 | 4,700 | 4,700 | 2,700 | | 2,700 | -42.6% |
| 405.10.534.070.41.00 | PROFESSIONAL SERVICES | 38 | - | 500 | 500 | - | | - | -100.0% |
| 405.10.534.070.42.00 | COMMUNICATIONS | 17,407 | 11,788 | 10,000 | 10,000 | 10,000 | | 10,000 | 0.0% |
| 405.10.534.070.43.00 | TRAVEL/HOTEL/PER DIEMS | 15 | - | 2,200 | 2,200 | 1,000 | | 1,000 | -54.5% |
| 405.10.534.070.45.00 | RENTALS | 10,755 | 8,990 | 11,000 | 11,000 | 11,000 | | 11,000 | 0.0% |

| | | |
|--------------------|--------------------------------|---------------------|
| FUND: | 405 - WATER FUND | EXPENDITURES |
| DEPARTMENT: | VARIOUS (10, 14, 15,19) | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|---|---|----------------|------------------|----------------------|---------------------|------------------|---------------|----------------------------|--------------------|
| 405.10.534.070.46.00 | INSURANCE | 5,605 | 6,321 | 6,170 | 6,730 | 6,730 | | 6,730 | 0.0% |
| 405.10.534.070.47.00 | PUBLIC UTILITY SERVICE | - | - | - | - | 100 | | 100 | 0.0% |
| 405.10.534.070.48.00 | REPAIR & MAINT- FACILITIES | 7,282 | 7,812 | 15,000 | 15,000 | 500 | | 500 | -96.7% |
| 405.10.534.070.48.01 | REPAIR & MAINT - EQUIPMENT | - | - | - | - | 500 | | 500 | 0.0% |
| 405.10.534.070.48.02 | REPAIR & MAINT - IT SOFTWARE/HARDWARE | - | - | - | - | 12,000 | | 12,000 | 0.0% |
| 405.10.534.070.49.00 | MISCELLANEOUS | 201 | 2,413 | 3,000 | 3,000 | 1,000 | | 1,000 | -66.7% |
| 405.10.534.070.49.01 | REGISTRATION | - | - | - | - | 1,400 | | 1,400 | 0.0% |
| 405.10.534.070.49.02 | MEMBERSHIP DUES/SUBSCRIPTIONS | - | - | - | - | 600 | | 600 | 0.0% |
| 405.10.534.070.49.04 | GOVT PERMIT/CERTIFICATION/RECORDING FEE | - | - | - | - | - | | - | 0.0% |
| Total Customer Service Operations | | 268,696 | 275,952 | 383,923 | 422,068 | 458,529 | 12,452 | 470,981 | 11.6% |
| Customer Services Operations Contra Expenses (534.071) | | | | | | | | | |
| 405.10.534.071.1C.00 | WAGE CONTRA EXP | 70,359 | (71,494) | 52,975 | (80,014) | (80,010) | | (80,010) | 0.0% |
| 405.10.534.071.2C.00 | BENEFIT CONTRA EXP | 39,078 | (47,208) | 29,655 | (52,296) | (52,300) | | (52,300) | 0.0% |
| 405.10.534.071.3C.00 | SUPPLIES CONTRA EXP | 5,546 | (17,596) | 1,627 | (11,552) | (11,550) | | (11,550) | 0.0% |
| 405.10.534.071.4C.00 | SERVICES CONTRA EXP | 14,940 | (22,575) | 9,272 | (25,359) | (25,360) | | (25,360) | 0.0% |
| Total Customer Services Operations Contra Expenses | | 129,923 | (158,873) | 93,529 | (169,221) | (169,220) | - | (169,220) | 0.0% |
| Water Division Operations (534.080) | | | | | | | | | |
| 405.10.534.080.32.00 | FUEL CONSUMED | 556 | 489 | - | - | - | | - | 0.0% |
| 405.10.534.080.41.00 | PROFESSIONAL SERVICES | 125 | 1,125 | - | - | - | | - | 0.0% |
| 405.10.534.080.44.00 | ADVERTISING | 67 | - | - | - | - | | - | 0.0% |
| 405.10.534.080.47.00 | PUBLIC UTILITY SERVICE | 200 | - | 500 | 500 | - | | - | -100.0% |
| 405.10.534.080.48.00 | REPAIR & MAINT- FACILITIES | - | - | 500 | 500 | - | | - | -100.0% |
| 405.10.534.080.49.00 | MISCELLANEOUS | 2,574 | 352 | 2,000 | 2,000 | - | | - | -100.0% |
| Total Water Division Operations | | 3,522 | 1,966 | 3,000 | 3,000 | - | - | - | -100.0% |
| Water Division Contra Expense Offsets,(General Fund) (534.091) | | | | | | | | | |

| | | | |
|--------------------|-------------------------|--|---------------------|
| FUND: | 405 - WATER FUND | | EXPENDITURES |
| DEPARTMENT: | VARIOUS (10, 14, 15,19) | | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One- Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|---|--|----------------|----------------|----------------------------|---------------------------|-------------------|-------------------|----------------------------------|-----------------------|
| 405.10.534.091.1A.00 | WAGE CONTRA OFFSETS | - | 68,523 | 3,315 | 57,571 | 57,570 | | 57,570 | 0.0% |
| 405.10.534.091.2A.00 | BENEFIT CONTRA OFFSETS | - | 36,614 | 1,362 | 30,045 | 30,040 | | 30,040 | 0.0% |
| 405.10.534.091.3A.00 | SUPPLIES CONTRA OFFSETS | - | 2,285 | 13,164 | 970 | 970 | | 970 | 0.0% |
| 405.10.534.091.4A.00 | SERVICES CONTRA OFFSETS | - | 28,642 | 22,741 | 18,891 | 18,890 | | 18,890 | 0.0% |
| Total Water Division Contra Expense Offsets (General Fund) | | - | 136,064 | 40,582 | 107,477 | 107,470 | - | 107,470 | 0.0% |
| Water Utility Interfund Loans (581.010) | | | | | | | | | |
| 405.10.581.010.07.00 | INTERFUND LOAN - ISSUED TO 407 | - | - | - | 279,430 | - | | - | -100.0% |
| Total Water Utility Interfund Loans | | - | - | - | 279,430 | - | - | - | -100.0% |
| Due to State (586.00) | | | | | | | | | |
| 405.10.589.030.00.04 | DUE TO STATE - SALES TAX | 165 | 66 | 100 | 100 | 100 | | 100 | 0.0% |
| Total Due to State | | 165 | 66 | 100 | 100 | 100 | - | 100 | 0.0% |
| Debt Service Payment - Principal (591.034) | | | | | | | | | |
| 405.10.591.034.72.00 | REDEMPTION OF L/T DEBT | 21,000 | 22,000 | 23,000 | 23,000 | 27,000 | - | 27,000 | 17.4% |
| 405.10.591.034.78.00 | PWTF- LOAN PRINCIPAL SRFL #4 | 50,001 | 50,001 | 50,001 | 50,001 | 50,001 | | 50,001 | 0.0% |
| 405.10.591.034.78.01 | PWTF- LOAN PRINCIPAL PH IV | 63,076 | 63,076 | 63,076 | 63,076 | 63,076 | | 63,076 | 0.0% |
| 405.10.591.034.78.02 | DWSRF LOAN PRINC - REDUNDANT FLOC | - | - | 60,600 | 60,600 | 60,600 | | 60,600 | 0.0% |
| 405.10.591.034.78.03 | WSRF-LOAN PRINCIPAL HIGH LEVEL RSVR | - | - | - | 101,150 | 85,850 | | 85,850 | -15.1% |
| Total Debt Service Payment - Principal | | 134,077 | 135,077 | 196,677 | 297,827 | 286,527 | - | 286,527 | -3.8% |
| Debt Service Payment - Interest (592.034) | | | | | | | | | |
| 405.10.592.034.83.00 | INTEREST/OTHER DEBT SVC COSTS | 4,400 | 3,325 | 2,225 | 2,225 | 1,050 | | 1,050 | -52.8% |
| 405.10.592.034.83.03 | WSFR- LOAN INTEREST-HIGH LEVEL RSVR | - | - | - | 15,300 | 11,590 | | 11,590 | -24.2% |
| 405.10.592.034.89.00 | INVESTMENT SERVICE FEES | 242 | 213 | - | - | 200 | | 200 | 0.0% |
| 405.10.592.T34.83.00 | PWTF-WTRRB INTEREST LONG TERM | 6,250 | 5,000 | 3,751 | 3,751 | 2,500 | | 2,500 | -33.4% |
| 405.10.592.T34.83.01 | PWTF-WTRRB INT ON LONG TERM EXTER DEB' | 3,469 | 3,154 | 2,839 | 2,839 | 2,524 | | 2,524 | -11.1% |
| 405.10.592.T34.83.02 | DWSRF - LOAN INT - REDUNDANT FLOC | - | - | 21,634 | 21,634 | 17,271 | | 17,271 | -20.2% |

| | | |
|--------------------|--------------------------------|---------------------|
| FUND: | 405 - WATER FUND | EXPENDITURES |
| DEPARTMENT: | VARIOUS (10, 14, 15,19) | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|--|----------------------------------|------------------|------------------|----------------------|---------------------|------------------|------------------|----------------------------|--------------------|
| Total Debt Service Payment - Interest | | 14,361 | 11,692 | 30,449 | 45,749 | 35,135 | - | 35,135 | -23.2% |
| Capital Outlays (594.034) | | | | | | | | | |
| 405.10.594.034.41.00 | PROFESSIONAL SERVICES | - | - | 200,000 | 200,000 | - | 545,000 | 545,000 | 172.5% |
| 405.10.594.034.41.01 | PROFESSIONAL SVCS - HIGH LEVEL | 93,331 | 15,670 | - | - | - | - | - | 0.0% |
| 405.10.594.034.41.02 | PROFESSIONAL SVCS - FLOCCULATION | 202,197 | 37,776 | - | - | - | - | - | 0.0% |
| 405.10.594.034.44.02 | ADVERTISING | 594 | - | 1,000 | 1,000 | - | 1,000 | 1,000 | 0.0% |
| 405.10.594.034.62.00 | BUILDINGS AND STRUCTURES | - | - | 25,000 | 25,000 | - | - | - | -100.0% |
| 405.10.594.034.64.00 | MACHINERY & EQUIPMENT | 109,659 | 26,734 | 30,000 | 30,000 | - | 117,100 | 117,100 | 290.3% |
| 405.10.594.034.65.00 | CONSTRUCTION PROJECTS | - | - | - | - | - | 800,000 | 800,000 | 0.0% |
| 405.10.594.034.65.01 | CONSTRUCTION PROJECTS-HIGH LEVEL | 616,960 | 96,964 | - | 34,570 | - | - | - | -100.0% |
| 405.10.594.034.65.02 | CONSTRUCTION PROJECTS-FLOC TRAIN | 651,080 | 568,677 | - | - | - | - | - | 0.0% |
| Total Capital Outlays | | 1,673,821 | 745,821 | 256,000 | 290,570 | - | 1,463,100 | 1,463,100 | 403.5% |
| Total Public Works Water Division- General (10) | | 2,894,574 | 1,850,187 | 1,702,071 | 1,989,377 | 1,527,142 | 1,529,863 | 3,057,005 | 53.7% |
| <u>Public Works - Water Filter Plant (14)</u> | | | | | | | | | |
| Water Filter Plant Training | | | | | | | | | |
| 405.14.534.040.43.00 | TRAVEL/HOTEL/PER DIEMS | - | 30 | 2,500 | 2,500 | - | - | - | -100.0% |
| 405.14.534.040.49.00 | MISCELLANEOUS | 118 | 366 | 2,500 | 2,500 | - | - | - | -100.0% |
| Total Water Filter Plant Training | | 118 | 396 | 5,000 | 5,000 | - | - | - | -100.0% |
| Water Filter Plant Maintenance | | | | | | | | | |
| 405.14.534.050.31.00 | OFFICE & OPERATING SUPPLIES | 5,377 | 9,334 | 15,000 | 15,000 | 12,000 | - | 12,000 | -20.0% |
| 405.14.534.050.35.00 | SMALL TOOLS & MINOR EQUIPMENT | 702 | 1,344 | 3,000 | 3,000 | 3,000 | - | 3,000 | 0.0% |
| 405.14.534.050.41.00 | PROFESSIONAL SERVICES | 59 | - | - | - | - | - | - | 0.0% |
| 405.14.534.050.48.00 | REPAIR & MAINT- FACILITIES | 39,199 | 47,444 | 56,000 | 56,000 | 53,000 | - | 53,000 | -5.4% |
| 405.10.534.050.48.01 | REPAIR & MAINT - EQUIPMENT | - | - | - | - | 1,000 | - | 1,000 | 0.0% |

| | | |
|--------------------|--------------------------------|---------------------|
| FUND: | 405 - WATER FUND | EXPENDITURES |
| DEPARTMENT: | VARIOUS (10, 14, 15,19) | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|---|---------------------------------------|----------------|----------------|----------------------|---------------------|----------------|---------------|----------------------------|--------------------|
| Total Water Distribution Training | | 278 | 62 | 4,700 | 4,700 | - | - | - | -100.0% |
| Water Distribution Maintenance (534.050) | | | | | | | | | |
| 405.15.534.050.11.00 | SALARIES AND WAGES | 668 | - | - | - | - | - | - | 0.0% |
| 405.15.534.050.11.05 | PART TIME SALARIES AND WAGES | 86 | - | - | - | - | - | - | 0.0% |
| 405.15.534.050.12.00 | OVERTIME | - | 420 | - | - | - | - | - | 0.0% |
| 405.15.534.050.21.00 | PERSONNEL BENEFITS | 380 | 106 | - | - | - | - | - | 0.0% |
| 405.15.534.050.21.05 | PART TIME PERSONNEL BENEFITS | 17 | - | - | - | - | - | - | 0.0% |
| 405.15.534.050.31.00 | OFFICE & OPERATING SUPPLIES | 30,195 | 27,218 | 50,000 | 50,000 | 40,000 | - | 40,000 | -20.0% |
| 405.15.534.050.34.00 | ITEMS PURCH'D FOR INV & RESALE | 90,209 | 103,357 | 130,000 | 130,000 | 130,000 | - | 130,000 | 0.0% |
| 405.15.534.050.35.00 | SMALL TOOLS & MINOR EQUIPMENT | 5,746 | 9,720 | 10,000 | 10,000 | 9,000 | - | 9,000 | -10.0% |
| 405.15.534.050.41.00 | PROFESSIONAL SERVICES | - | 26 | - | - | - | - | - | 0.0% |
| 405.15.534.050.45.00 | RENTALS | 414 | 449 | 500 | 500 | 500 | - | 500 | 0.0% |
| 405.15.534.050.48.00 | REPAIR & MAINT- FACILITIES | 7,907 | 5,284 | 20,850 | 20,850 | 18,950 | - | 18,950 | -9.1% |
| 405.15.534.050.48.01 | REPAIR & MAINT - EQUIPMENT | - | - | - | - | 1,500 | - | 1,500 | 0.0% |
| 405.15.534.050.48.02 | REPAIR & MAINT - IT SOFTWARE/HARDWARE | - | - | - | - | 400 | - | 400 | 0.0% |
| Total Water Distribution Maintenance | | 135,622 | 146,580 | 211,350 | 211,350 | 200,350 | - | 200,350 | -5.2% |
| Water Distribution Operations (534.080) | | | | | | | | | |
| 405.15.534.080.11.00 | SALARIES AND WAGES | 199,203 | 212,852 | 168,033 | 168,033 | 171,420 | 8,759 | 180,179 | 7.2% |
| 405.15.534.080.11.05 | SALARIES AND WAGES | 12,400 | 13,406 | 18,800 | 18,800 | 7,464 | - | 7,464 | -60.3% |
| 405.15.534.080.12.00 | OVERTIME | 3,874 | 4,316 | 5,000 | 5,000 | 5,000 | - | 5,000 | 0.0% |
| 405.15.534.080.12.05 | OVERTIME | - | 20 | - | - | 1,308 | - | 1,308 | 0.0% |
| 405.15.534.080.21.00 | PERSONNEL BENEFITS | 103,659 | 103,833 | 92,740 | 92,740 | 92,626 | 670 | 93,296 | 0.6% |
| 405.15.534.080.21.05 | PERSONNEL BENEFITS | 2,442 | 2,614 | 5,000 | 5,000 | - | 5,000 | 5,000 | 0.0% |
| 405.15.534.080.24.00 | UNIFORMS & CLOTHING | 736 | 590 | 900 | 900 | 900 | - | 900 | 0.0% |
| 405.15.534.080.31.00 | OFFICE & OPERATING SUPPLIES | 112 | 397 | 200 | 200 | 200 | - | 200 | 0.0% |
| 405.15.534.080.32.00 | FUEL CONSUMED | 7,869 | 9,055 | 9,000 | 9,000 | 9,000 | - | 9,000 | 0.0% |

| | | |
|--------------------|-------------------------|---------------------|
| FUND: | 405 - WATER FUND | EXPENDITURES |
| DEPARTMENT: | VARIOUS (10, 14, 15,19) | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|--|---------------------------------------|----------------|----------------|----------------------|---------------------|----------------|---------------|----------------------------|--------------------|
| 405.15.534.080.41.00 | PROFESSIONAL SERVICES | 8,228 | 13,535 | 27,000 | 27,000 | 27,000 | | 27,000 | 0.0% |
| 405.15.534.080.42.00 | COMMUNICATIONS | 2,179 | 2,099 | 3,000 | 3,000 | 3,000 | | 3,000 | 0.0% |
| 405.15.534.080.43.00 | TRAVEL/HOTEL/PER DIEMS | - | - | - | - | 1,000 | | 1,000 | 0.0% |
| 405.15.534.080.47.00 | PUBLIC UTILITY SERVICE | 17,916 | 19,118 | 18,000 | 18,000 | 18,342 | | 18,342 | 1.9% |
| 405.15.534.080.48.00 | REPAIR & MAINT- FACILITIES | 590 | - | 1,500 | 1,500 | - | | - | -100.0% |
| 405.15.534.080.48.02 | REPAIR & MAINT - IT SOFTWARE/HARDWARE | - | - | - | - | 1,500 | | 1,500 | 0.0% |
| 405.15.534.080.49.00 | MISCELLANEOUS | 6,963 | 6,707 | 7,500 | 7,500 | - | | - | -100.0% |
| 405.15.534.080.49.01 | REGISTRATION | - | - | - | - | 1,500 | | 1,500 | 0.0% |
| 405.15.534.080.49.02 | MEMBERSHIP DUES/SUBSCRIPTIONS | - | - | - | - | 8,000 | | 8,000 | 0.0% |
| Total Water Distribution Operations | | 366,171 | 388,542 | 356,673 | 356,673 | 348,260 | 14,429 | 362,689 | 1.7% |
| Total Water Distribution(15) | | 502,071 | 535,184 | 572,723 | 572,723 | 548,610 | 14,429 | 563,039 | -1.7% |
| <u>Water Intake (19)</u> | | | | | | | | | |
| Water Intake Maintenance Training (534.040) | | | | | | | | | |
| 405.19.534.040.43.00 | TRAVEL/HOTEL/PER DIEMS | 45 | - | - | - | - | | - | 0.0% |
| 405.19.534.040.49.00 | MISCELLANEOUS | 242 | 21 | - | - | - | | - | 0.0% |
| total Water Intake Maintenance Training | | 287 | 21 | - | - | - | - | - | 0.0% |
| Water Intake Maintenance (534.050) | | | | | | | | | |
| 405.19.534.050.31.00 | OFFICE & OPERATING SUPPLIES | 1,754 | 2,829 | 2,200 | 2,200 | 2,200 | | 2,200 | 0.0% |
| 405.19.534.050.35.00 | SMALL TOOLS & MINOR EQUIPMENT | 393 | - | 1,000 | 1,000 | 1,000 | | 1,000 | 0.0% |
| 405.19.534.050.48.00 | REPAIR & MAINT- FACILITIES | 2,737 | 1,844 | 15,000 | 15,000 | 1,500 | | 1,500 | -90.0% |
| 405.19.534.050.48.01 | REPAIR & MAINT - EQUIPMENT | - | - | - | - | 1,000 | | 1,000 | 0.0% |
| Total Water Intake Maintenance | | 4,884 | 4,673 | 18,200 | 18,200 | 5,700 | - | 5,700 | -68.7% |
| Water Intake Operations (534.080) | | | | | | | | | |
| 405.19.534.080.11.00 | SALARIES AND WAGES | 47,922 | 44,913 | 54,333 | 54,333 | 72,540 | 14,230 | 86,770 | 59.7% |

| | | |
|--------------------|-------------------------|---------------------|
| FUND: | 405 - WATER FUND | EXPENDITURES |
| DEPARTMENT: | VARIOUS (10, 14, 15,19) | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|--------------------------------------|-----------------------------|---------------------|----------------------|----------------------|----------------------|---------------------|---------------------|----------------------------|--------------------|
| 405.19.534.080.12.00 | OVERTIME | 7,532 | 9,983 | 7,000 | 7,000 | 7,000 | | 7,000 | 0.0% |
| 405.19.534.080.21.00 | PERSONNEL BENEFITS | 26,588 | 27,981 | 31,955 | 31,955 | 36,151 | 1,089 | 37,240 | 16.5% |
| 405.19.534.080.24.00 | UNIFORMS & CLOTHING | 184 | 184 | 300 | 300 | 300 | | 300 | 0.0% |
| 405.19.534.080.31.00 | OFFICE & OPERATING SUPPLIES | - | 78 | 1,000 | 1,000 | 1,000 | | 1,000 | 0.0% |
| 405.19.534.080.32.00 | FUEL CONSUMED | 2,545 | 2,890 | 4,000 | 4,000 | 4,000 | | 4,000 | 0.0% |
| 405.19.534.080.42.00 | COMMUNICATIONS | 1,035 | 1,156 | 1,500 | 1,500 | 1,500 | | 1,500 | 0.0% |
| 405.19.534.080.43.00 | TRAVEL/HOTEL/PER DIEMS | - | - | - | - | 100 | | 100 | 0.0% |
| 405.19.534.080.47.00 | PUBLIC UTILITY SERVICE | 7,076 | 8,642 | 9,504 | 9,504 | 9,504 | | 9,504 | 0.0% |
| 405.19.534.080.49.01 | REGISTRATION | - | - | - | - | 200 | | 200 | 0.0% |
| Total Water Intake Operations | | 92,882 | 95,827 | 109,592 | 109,592 | 132,295 | 15,319 | 147,614 | 34.7% |
| Total Water Intake (19) | | 98,053 | 100,521 | 127,792 | 127,792 | 137,995 | 15,319 | 153,314 | 20.0% |
| TOTAL EXPENDITURES | | \$ 3,866,479 | \$ 2,934,160 | \$ 2,923,461 | \$ 3,210,767 | \$ 2,669,335 | \$ 1,599,805 | \$ 4,269,140 | 33.0% |
| ENDING CASH, DECEMBER 31 | | 4,844,780 | 7,093,160 | 4,454,274 | 6,861,925 | 7,078,237 | (1,599,805) | 5,478,432 | -20.2% |
| TOTAL APPROPRIATION | | \$ 8,711,259 | \$ 10,027,320 | \$ 7,377,735 | \$ 10,072,692 | \$ 9,747,572 | \$ - | \$ 9,747,572 | -3.2% |

This Page Intentionally Left Blank

STORM & SURFACE WATER
Storm & Surface Water Fund 406 Public Works Storm/Surface Water 06

Employees:

| Department / Classification | 2016 Actual | 2017 Actual | 2018 Adopted | 2018 | 2019 | Change |
|--|----------------|----------------|-----------------|-------------------|--------------------|---|
| | | | | Amended Budget | Proposed Budget | from 2018 Amended to 2019 Budget |
| STORM WATER | | | | | | |
| Public Works Director | 0.25 | 0.20 | 0.20 | 0.20 | 0.20 | 0.00 |
| Street/Stormwater Superintendent | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 | 0.00 |
| Public Works Office Manager | 0.25 | 0.25 | 0.20 | 0.20 | 0.20 | 0.00 |
| Community Development Director | 0.00 | 0.15 | 0.05 | 0.05 | 0.15 | 0.10 |
| Planning and Building Manager | 0.00 | 0.00 | 0.00 | 0.00 | 0.10 | 0.10 |
| Storm/Wastewater Collection Specialist | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Storm/Wastewater Collection Specialist | 0.00 | 0.50 | 0.50 | 0.50 | 0.50 | 0.00 |
| Engineering Tech. III | 0.13 | 0.06 | 0.03 | 0.03 | 0.20 | 0.17 |
| Engineering Tech II | 0.00 | 0.00 | 0.00 | 0.00 | 0.20 | 0.20 |
| Equipment Operator I | 0.25 | 0.25 | 0.25 | 0.25 | 0.25 | 0.00 |
| Equipment Operator II | 0.25 | 0.25 | 0.25 | 0.25 | 0.25 | 0.00 |
| PW Property Maint. Aide (Seasonal) | 0.26 | 0.26 | 0.00 | 0.26 | 0.26 | 0.00 |
| Vehicle Maintenance Tech. | 0.00 | 0.00 | 0.00 | 0.00 | 1.00 | 1.00 |
| Total Storm Water Employees (FTE) | 2.89 | 3.42 | 2.98 | 3.24 | 4.81 | 1.57 |

Mission and Responsibilities:

The Storm & Surface Water Utility provides planning, design, construction, operation and maintenance for the City's storm drainage system. It also monitors, controls and regulates all discharges that could impact the system or nearby receiving waters. The Storm drainage maintenance includes cleaning, televising, repair and replacing of collection lines and related facilities, cleaning ditches and other drainage channels. The administration and planning function is provided through the management and supervision of all operations and functions of the utility such as capital improvement, planning, reports and regulatory compliance.

2018 Accomplishments:

- Replaced 160' of 64" x 43" culvert on SW Kelly Ave by tennis courts
- Removed numerous hazards and blockages from storm drainage system
- Installed new storm line on SW Pacific Avenue behind Best Western
- Replaced failing section of 12" pipe on National Avenue
- Installed new basin and drainage piping on SW Aust Manor
- Responded to customer complaints/concerns
- Identified and replaced several failing brick catch basins
- Cleaned catch basins throughout the city

2019 Goals and Objectives:

- Continue to repair/replace storm infrastructure as necessary
- Replace failing storm infrastructure on Pacific Avenue between North Street and Park Street
- Continue ditch cleaning
- Use line camera to continue to inventory the storm system, and identify problems
- Continue to respond to customer complaints/concerns in a timely manner

Significant Changes 2019:

\$175,000 for storm line replacement of a problematic 24" clay storm line on Pacific Avenue as part of a larger project has been carried forward to 2019. \$35,000 is included in the budget for the Stormwater portion of a rate study. \$30,000 is included for the Stormwater portion of new billing software. In addition, the budget reflects a larger allocation of the Community Development Director's time as his responsibilities expand to include more Public Works related activities in preparation for the planned retirement of the current Director in the second half of 2019.

**STORM WATER FUND
SUMMARY BY REVENUE AND EXPENDITURE CATEGORY**

| STORM WATER FUND | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Proposed Budget | % Change 2018-2019 |
|---------------------------------------|-------------------|---------------------|----------------------|---------------------|----------------------|--------------------|
| REVENUE SOURCE | | | | | | |
| Charges for goods and services | \$ 555,528 | \$ 681,602 | \$ 571,100 | \$ 571,100 | \$ 786,170 | 37.7% |
| Fines/Forfeitures | 5,663 | 5,794 | 5,000 | 5,000 | 5,000 | |
| Interest Earnings | 2,182 | 5,129 | 2,000 | 2,000 | 9,570 | |
| Misc. Other Revenues | - | 697 | - | - | - | 0.0% |
| Agency Deposits | - | 25 | 30 | 30 | 30 | 0.0% |
| TOTAL REVENUES | \$ 563,373 | \$ 693,247 | \$ 578,130 | \$ 578,130 | \$ 800,770 | 38.5% |
| EXPENDITURES | | | | | | |
| Salaries & Wages | \$ 188,875 | \$ 179,635 | \$ 189,513 | \$ 192,797 | \$ 237,747 | 23.3% |
| Benefits | 82,020 | 97,290 | 103,494 | 104,736 | 120,479 | 15.0% |
| Supplies | 21,813 | 40,955 | 53,640 | 53,640 | 55,762 | 4.0% |
| Services | 76,918 | 41,774 | 51,264 | 51,264 | 42,948 | -16.2% |
| Capital Outlay | - | - | 230,000 | 230,000 | 240,800 | 4.7% |
| Interfund Service | 23,403 | 70,192 | 68,440 | 88,788 | 88,790 | 0.0% |
| Transfers out | 18,000 | - | - | - | - | 0.0% |
| TOTAL EXPENDITURES | \$ 411,029 | \$ 429,846 | \$ 696,351 | \$ 721,225 | \$ 786,526 | 9.1% |
| CHANGES IN FUND BALANCE | | | | | | |
| Beginning Cash, January 1 | \$ 682,478 | \$ 834,822 | \$ 866,832 | \$ 1,100,553 | \$ 957,458 | -13.0% |
| Net Revenue Over (under) Expenditures | 152,344 | 263,401 | (118,221) | (143,095) | 14,244 | -110.0% |
| ENDING CASH, DECEMBER 31 | \$ 834,822 | \$ 1,098,223 | \$ 748,611 | \$ 957,458 | \$ 971,702 | 1.5% |

| FUND: | | 406 -STORM AND SURFACE WATER FUND | | | | REVENUES | | | |
|------------------------------------|--------------------------------|-----------------------------------|---------------------|----------------------|---------------------|---------------------|---------------|----------------------------|---------------------|
| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Changes 2018-2019 |
| REVENUE SOURCE | | | | | | | | | |
| Charges for Services | | | | | | | | | |
| 406.343.010.01 | SINGLE FAMILY RESIDENTIAL | \$ 179,113 | \$ 185,956 | \$ 189,000 | \$ 189,000 | \$ 246,340 | \$ - | \$ 246,340 | 30.3% |
| 406.343.010.02 | CLOSED NON-SINGLE FAMILY RESID | 289,096 | 324,129 | 297,000 | 297,000 | 435,740 | - | 435,740 | 46.7% |
| 406.343.010.03 | OPEN NON-SINGLE FAMILY RESID | 77,755 | 86,302 | 79,000 | 79,000 | 96,690 | - | 96,690 | 22.4% |
| 406.343.010.30 | UTILITY HOOK UP/CONNECTION | 5,819 | 76,976 | 2,100 | 2,100 | 2,100 | - | 2,100 | 0.0% |
| 406.343.010.93 | ADMINISTRATIVE FEE | - | 313 | - | - | 300 | - | 300 | 0.0% |
| 406.343.010.96 | OTHER ACCTS REC-REPAIRS,ETC | 3,745 | 7,926 | 4,000 | 4,000 | 5,000 | - | 5,000 | 25.0% |
| Total Charges for Services | | 555,528 | 681,602 | 571,100 | 571,100 | 786,170 | - | 786,170 | 37.7% |
| Fines/Forfeitures | | | | | | | | | |
| 406.359.000.00 | LATE PAYMENT FEES | 5,663 | 5,794 | 5,000 | 5,000 | 5,000 | - | 5,000 | 0.0% |
| Total Fines/Forfeitures | | 5,663 | 5,794 | 5,000 | 5,000 | 5,000 | - | 5,000 | 0.0% |
| Interest Earnings | | | | | | | | | |
| 406.361.011.00 | INTEREST EARNINGS | 2,182 | 5,129 | 2,000 | 2,000 | 9,570 | - | 9,570 | 378.5% |
| Total Interest Earnings | | 2,182 | 5,129 | 2,000 | 2,000 | 9,570 | - | 9,570 | 378.5% |
| Misc. Other Revenues | | | | | | | | | |
| 406.369.010.00 | SALE OF SCRAP OR JUNK | - | 697 | - | - | - | - | - | 0.0% |
| Total Misc. Other Revenues | | - | 697 | - | - | - | - | - | 0.0% |
| Agency Deposits | | | | | | | | | |
| 406.389.030.04 | DUE TO STATE - SALES TAX | - | 25 | 30 | 30 | 30 | - | 30 | 0.0% |
| Total Agency Deposits | | - | 25 | 30 | 30 | 30 | - | 30 | 0.0% |
| TOTAL REVENUES | | \$ 563,373 | \$ 693,247 | \$ 578,130 | \$ 578,130 | \$ 800,770 | \$ - | \$ 800,770 | 38.5% |
| BEGINNING CASH, JANUARY 1 | | 682,478 | 834,822 | 866,832 | 1,100,553 | 957,458 | - | 957,458 | -13.0% |
| TOTAL REVENUE APPROPRIATION | | \$ 1,245,851 | \$ 1,528,069 | \$ 1,444,962 | \$ 1,678,683 | \$ 1,758,228 | \$ - | \$ 1,758,228 | 4.7% |

| | | |
|--------------------|---|---------------------|
| FUND: | 406 - STORM AND SURFACE WATER FUND | EXPENDITURES |
| DEPARTMENT: | 06 - STORMWATER | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|--|---|--------------|--------------|----------------------|---------------------|----------------|---------------|----------------------------|--------------------|
| EXPENDITURES | | | | | | | | | |
| SSWU Engineering Services | | | | | | | | | |
| 406.06.531.020.11.00 | SALARIES AND WAGES | \$ 3,381 | \$ 2,530 | \$ 2,074 | \$ 2,074 | \$ 4,696 | | \$ 4,696 | 126.4% |
| 406.06.531.020.21.00 | PERSONNEL BENEFITS | 1,891 | 1,833 | 1,256 | 1,256 | 3,342 | | 3,342 | 166.1% |
| 406.06.531.020.24.00 | UNIFORMS & CLOTHING | 15 | 11 | 7 | 7 | 13 | | 13 | 85.7% |
| 406.06.531.020.31.00 | OFFICE & OPERATING SUPPLIES | 162 | 66 | 48 | 48 | 82 | | 82 | 70.8% |
| 406.06.531.020.32.00 | FUEL CONSUMED | 74 | 69 | 42 | 42 | 56 | | 56 | 33.3% |
| 406.06.531.020.35.00 | SMALL TOOLS & MINOR EQUIPMENT | - | 1,148 | - | - | 424 | | 424 | 0.0% |
| 406.06.531.020.41.00 | | 63 | 78 | 45 | 45 | 60 | | 60 | 33.3% |
| 406.06.531.020.42.00 | COMMUNICATIONS | - | 2 | 3 | 3 | 4 | | 4 | 33.3% |
| 406.06.531.020.43.00 | TRAVEL/HOTEL/PER DIEMS | - | - | - | - | 16 | | 16 | 0.0% |
| 406.06.531.020.44.00 | ADVERTISING | 31 | 6 | 24 | 24 | 24 | | 24 | 0.0% |
| 406.06.531.020.46.00 | INSURANCE | 179 | 190 | 200 | 200 | 228 | | 228 | 14.0% |
| 406.06.531.020.48.00 | REPAIR & MAINT- FACILITIES | 8 | - | 43 | 43 | - | | - | -100.0% |
| 406.06.531.020.48.01 | REPAIR & MAINT - EQUIPMENT | - | - | - | - | 32 | | 32 | 0.0% |
| 406.06.531.020.48.02 | REPAIR & MAINT - IT SOFTWARE/HARDWARE | - | - | - | - | 16 | | 16 | 0.0% |
| 406.06.531.020.49.00 | MISCELLANEOUS | 250 | 146 | 174 | 174 | - | | - | -100.0% |
| 406.06.531.020.49.01 | REGISTRATION | - | - | - | - | 40 | | 40 | 0.0% |
| 406.06.531.020.49.02 | MEMBERSHIP DUES/SUBSCRIPTIONS | - | - | - | - | 326 | | 326 | 0.0% |
| 406.06.531.020.49.04 | GOVT PERMIT/CERTIFICATION/RECORDING FEE | - | - | - | - | 326 | | 326 | 0.0% |
| Total SSWU Engineering Services | | 6,054 | 6,079 | 3,916 | 3,916 | 9,685 | - | 9,685 | 147.3% |
| SSWU Administration | | | | | | | | | |
| 406.06.531.031.11.00 | SALARIES AND WAGES | 58,275 | 70,915 | 63,099 | 66,383 | 89,258 | 7,360 | 96,618 | 45.5% |
| 406.06.531.031.11.02 | SALARIES AND WAGES | 13,173 | 13,719 | 11,321 | 11,321 | 11,544 | | 11,544 | 2.0% |

| | | | |
|--------------------|---|--|---------------------|
| FUND: | 406 - STORM AND SURFACE WATER FUND | | EXPENDITURES |
| DEPARTMENT: | 06 - STORMWATER | | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One- Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|----------------------------------|---|----------------|----------------|----------------------------|---------------------------|-------------------|-------------------|----------------------------------|-----------------------|
| 406.06.531.031.12.00 | OVERTIME | - | - | - | - | - | | - | 0.0% |
| 406.06.531.031.12.05 | OVERTIME | - | - | - | - | - | | - | 0.0% |
| 406.06.531.031.21.00 | PERSONNEL BENEFITS | 21,737 | 27,615 | 25,292 | 26,534 | 36,179 | 563 | 36,742 | 38.5% |
| 406.06.531.031.21.02 | PERSONNEL BENEFITS | 7,618 | 7,859 | 6,475 | 6,475 | 6,803 | | 6,803 | 5.1% |
| 406.06.531.031.31.00 | OFFICE & OPERATING SUPPLIES | 786 | 1,386 | 1,200 | 1,200 | 1,200 | | 1,200 | 0.0% |
| 406.06.531.031.32.00 | FUEL CONSUMED | 569 | 758 | 850 | 850 | 850 | | 850 | 0.0% |
| 406.06.531.031.35.00 | SMALL TOOLS & MINOR EQUIPMENT | - | 201 | 500 | 500 | 500 | 1,000 | 1,500 | 200.0% |
| 406.06.531.031.41.00 | PROFESSIONAL SERVICES | 77 | 108 | 1,000 | 1,000 | 500 | | 500 | -50.0% |
| 406.06.531.031.42.00 | COMMUNICATIONS | 2,276 | 4,401 | 2,500 | 2,500 | 2,545 | | 2,545 | 1.8% |
| 406.06.531.031.43.00 | TRAVEL/HOTEL/PER DIEMS | - | - | 100 | 100 | 100 | | 100 | 0.0% |
| 406.06.531.031.44.00 | ADVERTISING | - | 197 | 200 | 200 | 200 | | 200 | 0.0% |
| 406.06.531.031.46.00 | INSURANCE | 6,228 | 6,369 | 6,750 | 6,750 | 6,878 | | 6,878 | 1.9% |
| 406.06.531.031.47.00 | PUBLIC UTILITY SERVICE | 1,965 | 2,457 | 2,600 | 2,600 | 2,650 | | 2,650 | 1.9% |
| 406.06.531.031.48.00 | REPAIR & MAINT- FACILITIES | 865 | 764 | 1,700 | 1,700 | - | | - | -100.0% |
| 406.06.531.031.48.01 | REPAIR & MAINT - EQUIPMENT | - | - | - | - | 700 | | 700 | 0.0% |
| 406.06.531.031.48.02 | REPAIR & MAINT - IT SOFTWARE/HARDWARE | - | - | - | - | 1,000 | | 1,000 | 0.0% |
| 406.06.531.031.49.00 | MISCELLANEOUS | 218 | 175 | 500 | 500 | - | | - | -100.0% |
| 406.06.531.031.49.01 | REGISTRATION | - | - | - | - | 200 | | 200 | 0.0% |
| 406.06.531.031.49.02 | MEMBERSHIP DUES/SUBSCRIPTIONS | - | - | - | - | 200 | | 200 | 0.0% |
| 406.06.531.031.49.04 | GOVT PERMIT/CERTIFICATION/RECORDING FEE | - | - | - | - | 326 | | 326 | 0.0% |
| 406.06.531.031.53.00 | EXTERNAL TAXES & OPER ASSESS | 11,732 | 12,870 | 10,325 | 10,325 | 10,325 | | 10,325 | 0.0% |
| Total SSWU Administration | | 125,519 | 149,794 | 134,412 | 138,938 | 171,958 | 8,923 | 180,881 | 30.2% |
| SSWU Training | | | | | | | | | |
| 406.06.531.034.43.00 | TRAVEL/HOTEL/PER DIEMS | - | 30 | 300 | 300 | 300 | | 300 | 0.0% |
| 406.06.531.034.49.00 | MISCELLANEOUS | 68 | 21 | 800 | 800 | - | | - | -100.0% |

| | | | |
|--------------------|---|--|---------------------|
| FUND: | 406 - STORM AND SURFACE WATER FUND | | EXPENDITURES |
| DEPARTMENT: | 06 - STORMWATER | | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One- Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|----------------------------|---|----------------|----------------|----------------------------|---------------------------|-------------------|-------------------|----------------------------------|-----------------------|
| 406.06.531.034.49.01 | REGISTRATION | - | - | - | - | 800 | | 800 | 0.0% |
| 406.06.531.034.49.02 | MEMBERSHIP DUES/SUBSCRIPTIONS | - | - | - | - | - | | - | 0.0% |
| 406.06.531.034.49.04 | GOVT PERMIT/CERTIFICATION/RECORDING FEE | - | - | - | - | 326 | | 326 | 0.0% |
| Total SSWU Training | | 68 | 51 | 1,100 | 1,100 | 1,426 | - | 1,426 | 29.6% |
| SSWU Maintenance | | | | | | | | | |
| 406.06.531.035.11.00 | SALARIES AND WAGES | 101,292 | 82,730 | 103,519 | 103,519 | 111,134 | 6,755 | 117,889 | 13.9% |
| 406.06.531.035.11.05 | SALARIES AND WAGES | 2,292 | 4,821 | 8,000 | 8,000 | 6,000 | | 6,000 | -25.0% |
| 406.06.531.035.11.06 | SALARIES AND WAGES | 10,396 | 4,621 | - | - | - | | - | 0.0% |
| 406.06.531.035.12.00 | OVERTIME | 66 | 299 | 1,500 | 1,500 | 1,000 | | 1,000 | -33.3% |
| 406.06.531.035.12.06 | OVERTIME | - | - | - | - | - | | - | 0.0% |
| 406.06.531.035.21.00 | PERSONNEL BENEFITS | 44,438 | 56,794 | 68,744 | 68,744 | 71,761 | 98 | 71,859 | 4.5% |
| 406.06.531.035.21.05 | PERSONNEL BENEFITS | 417 | 854 | 1,120 | 1,120 | 1,120 | | 1,120 | 0.0% |
| 406.06.531.035.21.06 | PERSONNEL BENEFITS | 5,331 | 1,269 | - | - | - | | - | 0.0% |
| 406.06.531.035.24.00 | UNIFORMS & CLOTHING | 573 | 1,055 | 600 | 600 | 600 | | 600 | 0.0% |
| 406.06.531.035.24.06 | UNIFORMS & CLOTHING | - | - | - | - | - | | - | 0.0% |
| 406.06.531.035.31.00 | OFFICE & OPERATING SUPPLIES | 5,927 | 22,162 | 30,000 | 30,000 | 30,500 | | 30,500 | 1.7% |
| 406.06.531.035.32.00 | FUEL CONSUMED | 5,537 | 8,253 | 8,000 | 8,000 | 8,150 | | 8,150 | 1.9% |
| 406.06.531.035.35.00 | SMALL TOOLS & MINOR EQUIPMENT | 720 | - | 1,000 | 1,000 | 1,000 | | 1,000 | 0.0% |
| 406.06.531.035.41.00 | PROFESSIONAL SERVICES | 3,724 | 495 | - | - | - | | - | 0.0% |
| 406.06.531.035.42.00 | COMMUNICATIONS | - | 33 | 100 | 100 | 100 | | 100 | 0.0% |
| 406.06.531.035.44.00 | ADVERTISING | 696 | - | 100 | 100 | 100 | | 100 | 0.0% |
| 406.06.531.035.45.00 | RENTALS | - | - | 2,000 | 2,000 | 2,000 | | 2,000 | 0.0% |
| 406.06.531.035.47.00 | PUBLIC UTILITY SERVICE | 3,097 | 1,196 | 7,000 | 7,000 | 5,000 | | 5,000 | -28.6% |
| 406.06.531.035.48.00 | REPAIR & MAINT- FACILITIES | 44,586 | 243 | 2,000 | 2,000 | - | | - | -100.0% |
| 406.06.531.035.48.01 | REPAIR & MAINT - EQUIPMENT | - | - | - | - | 1,000 | | 1,000 | 0.0% |

| | | |
|--------------------|---|---------------------|
| FUND: | 406 - STORM AND SURFACE WATER FUND | EXPENDITURES |
| DEPARTMENT: | 06 - STORMWATER | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|---|---|----------------|----------------|----------------------|---------------------|----------------|---------------|----------------------------|--------------------|
| 406.06.531.035.48.02 | REPAIR & MAINT - IT SOFTWARE/HARDWARE | - | - | - | - | 1,000 | | 1,000 | 0.0% |
| 406.06.531.035.49.00 | MISCELLANEOUS | 630 | - | 250 | 250 | 250 | | 250 | 0.0% |
| 406.06.531.035.49.01 | REGISTRATION | - | - | - | - | - | | - | 0.0% |
| 406.06.531.035.49.02 | MEMBERSHIP DUES/SUBSCRIPTIONS | - | - | - | - | - | | - | 0.0% |
| 406.06.531.034.49.04 | GOVT PERMIT/CERTIFICATION/RECORDING FEE | - | - | - | - | 326 | | 326 | 0.0% |
| Total SSWU Maintenance | | 229,722 | 184,825 | 233,933 | 233,933 | 241,041 | 6,853 | 247,894 | 6.0% |
| SSWU Operations | | | | | | | | | |
| 406.06.531.038.31.00 | OFFICE & OPERATING SUPPLIES | 73 | 804 | - | - | - | | - | 0.0% |
| 406.06.531.038.31.01 | OFFICE & OPERATING SUPPLIES | 7,965 | 6,108 | 12,000 | 12,000 | 12,000 | | 12,000 | 0.0% |
| 406.06.531.038.48.00 | REPAIR & MAINT- FACILITIES | 225 | 11,968 | 12,500 | 12,500 | 5,000 | | 5,000 | -60.0% |
| Total SSWU Operations | | 8,263 | 18,880 | 24,500 | 24,500 | 17,000 | - | 17,000 | -30.6% |
| SSWU Contra Expense Offsets (General Fund) | | | | | | | | | |
| 406.06.531.031.1A.00 | CONTRA OFFSETS | - | - | - | - | - | | - | 0.0% |
| 406.06.531.031.2A.00 | CONTRA OFFSETS | - | - | - | - | - | | - | 0.0% |
| 406.06.531.031.3A.00 | CONTRA OFFSETS | - | - | - | - | - | | - | 0.0% |
| 406.06.531.031.4A.00 | CONTRA OFFSETS | - | - | - | - | - | | - | 0.0% |
| 406.06.531.091.1A.00 | WAGE CONTRA OFFSETS | 13,332 | 9,883 | 6,993 | 14,433 | 14,430 | | 14,430 | 0.0% |
| 406.06.531.091.2A.00 | BENEFIT CONTRA OFFSETS | 6,771 | 4,693 | 3,914 | 7,788 | 7,790 | | 7,790 | 0.0% |
| 406.06.531.091.3A.00 | SUPPLIES CONTRA OFFSETS | 864 | 316 | 215 | 246 | 250 | | 250 | 1.6% |
| 406.06.531.091.4A.00 | SERVICES CONTRA OFFSETS | 2,436 | 3,152 | 1,324 | 4,944 | 4,940 | | 4,940 | -0.1% |
| Total SSWU Contra Expense Offsets (General Fund) | | 23,403 | 18,044 | 12,446 | 27,411 | 27,410 | - | 27,410 | 0.0% |
| SSWU Contra Expense Offsets (Water Fund) | | | | | | | | | |
| 406.06.531.099.1A.00 | WAGE CONTRA OFFSETS | - | 22,535 | 26,584 | 27,714 | 27,710 | | 27,710 | 0.0% |

| | | |
|--------------------|---|---------------------|
| FUND: | 406 - STORM AND SURFACE WATER FUND | EXPENDITURES |
| DEPARTMENT: | 06 - STORMWATER | |

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
|---|----------------------------------|---------------------|---------------------|----------------------|---------------------|---------------------|-------------------|----------------------------|--------------------|
| 406.06.531.099.2A.00 | BENEFIT CONTRA OFFSETS | - | 14,916 | 18,241 | 16,901 | 16,900 | | 16,900 | 0.0% |
| 406.06.531.099.3A.00 | SUPPLIES CONTRA OFFSETS | - | 4,445 | 9,524 | 5,246 | 5,250 | | 5,250 | 0.1% |
| 406.06.531.099.4A.00 | SERVICES CONTRA OFFSETS | - | 10,252 | 1,645 | 11,516 | 11,520 | | 11,520 | 0.0% |
| Total SSWU Contra Expense Offsets (Water Fund) | | - | 52,148 | 55,994 | 61,377 | 61,380 | - | 61,380 | 0.0% |
| SSWU Due to State | | | | | | | | | |
| 406.06.589.030.00.04 | DUE TO STATE - SALES TAX | - | 25 | 50 | 50 | 50 | | 50 | 0.0% |
| Total SSWU Due to State | | - | 25 | 50 | 50 | 50 | - | 50 | 0.0% |
| SSWU Capital Outlays | | | | | | | | | |
| 406.06.594.031.62.00 | BUILDINGS AND STRUCTURES | - | - | 25,000 | 25,000 | - | 35,000 | 35,000 | 40.0% |
| 406.06.594.031.64.00 | MACHINERY & EQUIPMENT | - | - | 30,000 | 30,000 | - | 30,800 | 30,800 | 2.7% |
| 406.06.594.031.65.00 | CONSTRUCTION PROJECT | - | - | 175,000 | 175,000 | - | 175,000 | 175,000 | 0.0% |
| 406.06.594.031.65.41 | CONSTRUCTION PROJECT-ENGINEERING | - | - | - | - | - | - | - | 0.0% |
| Total SSWU Capital Outlays | | - | - | 230,000 | 230,000 | - | 240,800 | 240,800 | 4.7% |
| Transfers Out | | | | | | | | | |
| 406.06.597.000.05.01 | TRANSFER OUT - FUND 001 | 18,000 | - | - | - | - | | - | 0.0% |
| Total Transfers Out | | 18,000 | - | - | - | - | | - | 0.0% |
| TOTAL EXPENDITURES | | \$ 411,029 | \$ 429,846 | \$ 696,351 | \$ 721,225 | \$ 529,950 | \$ 256,576 | \$ 786,526 | 9.1% |
| ENDING CASH, DECEMBER 31 | | 834,822 | 1,098,223 | 748,611 | 957,458 | 1,228,278 | (256,576) | 971,702 | 1.5% |
| TOTAL APPROPRIATION | | \$ 1,245,851 | \$ 1,528,069 | \$ 1,444,962 | \$ 1,678,683 | \$ 1,758,228 | \$ - | \$ 1,758,228 | 4.7% |

AIRPORT
Airport Fund 407 Department 09

Employees:

| Department / Classification | 2016 Actual | 2017 Actual | 2018 Adopted | 2018 Amended Budget | 2019 Proposed Budget | Change from 2018 Amended to 2019 Budget |
|--------------------------------------|----------------|----------------|-----------------|---------------------------|----------------------------|---|
| AIRPORT | | | | | | |
| Airport Director | 1.00 | 1.00 | 1.00 | 0.00 | 0.00 | 0.00 |
| Community Development Director | 0.00 | 0.15 | 0.15 | 0.15 | 0.25 | 0.10 |
| Airport Operations Coordinator | 0.00 | 0.00 | 0.00 | 1.00 | 1.00 | 0.00 |
| Airport Maintenance Technician | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Office Manager | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Airport Maintenance Worker | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Planning and Building Manager | 0.00 | 0.00 | 0.00 | 0.00 | 0.10 | 0.10 |
| Summer Intern | 0.25 | 0.25 | 0.25 | 0.25 | 0.25 | 0.00 |
| Total Airport Employees (FTE) | 4.25 | 4.40 | 4.40 | 4.40 | 4.60 | 0.20 |

Mission and Responsibilities:

The Airport provides a safe, convenient, secure, properly maintained and professionally managed airport facility that exceeds the expectations of our residents and visitors. The Airport also meets all Federal standards and maintains regulatory compliance.

2018 Accomplishments:

- Completed a Commercial Development Master Plan for the Airport in cooperation with WH Pacific, which was approved by the City Council
- Negotiated an Offer to Lease for 16.22 Acres of non-aeronautical Airport property, which was approved by the City Council
- Presented an aviation-based STEM program to five local high schools and at least two of the schools are working on implementation of the program
- Hired a new Office Manager so the office is now fully staffed
- Completed a taxiway asphalt repair along the west side of the airfield
- Purchased a new 16' mower deck for use at the Airport
- Initiated Taxiway Realignment Project. Bid awarded to Sterling Breen Crushing, Inc. for construction slated to begin in 2019.
- Completed expenditure of .09 Grant funds for Discover! Children's Museum infrastructure. Infrastructure completed included preparing a parking lot with drainage, running of electrical conduit and installation of paved parking spaces with an access road.
- Leap the Levee was completed for the third consecutive year. This 5K run helps raise awareness for local events or groups such as the Discover! Children's Museum. All proceeds from the run are donated to a local cause. This year was Discover! Children's Museum.
- The airport helped host the Experimental Aircraft Association (EAA) and their Young Eagles Day on July 28th. This event typically coincides with Chehalis Fest and was a great success again this

year. The EAA flew over 200 Young Eagle Flights this year with nearly all of those occurring on the weekend of Chehalis Fest.

2019 Goals and Objectives:

- Complete the Taxiway Realignment Project for runways 16 and 34. This will increase the safety of aircraft entering the active runway and aircraft landing at the airport. This will also standardize the entry onto the active runway
- Complete the transition process to an above ground fuel storage system with an updated fuel terminal for improved efficiency and environmental safety
- Purchase a new tractor to replace the Airports existing tractor used for pulling the 16' mower deck. This is used to mow the perimeter of the 5000-foot runway and is essential for keeping the facilities manicured, which is imperative to help keep wildlife clear of the runway for the safety of pilots and passengers
- Perform bathroom facilities maintenance on the exterior restrooms. Currently the facilities are adequate, however they requiring some minor cosmetic and structural refurbishment
- Begin update of the Airport Layout Plan (ALP). This will bring us fully up to date on all developments that have taken place on airport property since 2007 (ALP) and 2001 (Airport Master Plan). This document is now out of date and when updated, will reflect the new taxiway design and the latest commercial area developments

Significant Changes 2019:

Significant changes since the last fiscal year include:

- Estimated revenue is increased significantly due to FAA funding for the Taxiway Realignment Project
- Estimated expenditures are increased significantly primarily due to the Taxiway Realignment Project
- Professional services have been decreased due to completion of the Commercial Development Master Plan in 2018
- Operating rentals and leases were increased by \$6,000 due to an expected need to rent heavy equipment for maintenance in 2019
- The Community Development Director now has a larger role in the management of the Airport operations and projects, so there is an increased allocation of his time in the proposed budget.
- Debt servicing costs increased significantly due to switching our loan for Tract 5A from Security State Bank to the Water Fund. This reduced the interest rate and shortened the term saving us nearly \$60,000 over the life of the loan

AIRPORT FUND
SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

| AIRPORT FUND | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Proposed Budget | % Change 2018-2019 |
|--|---------------------|---------------------|----------------------------|---------------------------|----------------------------|--------------------------|
| REVENUE SOURCE | | | | | | |
| Intergovernmental Revenues | \$ 976,415 | \$ 962,587 | \$ 308,000 | \$ 308,000 | \$ 2,644,795 | 758.7% |
| Charges for Goods and Services | 487,047 | 483,650 | 488,350 | 487,000 | 471,073 | -3.3% |
| Interest Earnings | 5,825 | 11,853 | - | - | 3,140 | 0.0% |
| Rents and Leases | 1,005,852 | 1,062,375 | 1,111,150 | 1,112,500 | 1,121,347 | 0.8% |
| Miscellaneous Other Revenues | 569 | 265 | 700 | 700 | 375 | -46.4% |
| Interfund Loan | - | - | - | 279,430 | - | -100.0% |
| Agency Deposits | 168,093 | 175,934 | 182,059 | 182,059 | 182,443 | 0.2% |
| Other Financing Source | 23,000 | 307,290 | - | - | - | 0.0% |
| Transfers in | 32,500 | - | - | - | - | 0.0% |
| TOTAL REVENUES | \$ 2,699,301 | \$ 3,003,954 | \$ 2,090,259 | \$ 2,369,689 | \$ 4,423,173 | 86.7% |
| EXPENDITURES | | | | | | |
| Salaries & Wages | \$ 224,437 | \$ 213,579 | \$ 234,074 | \$ 192,712 | \$ 252,501 | 31.0% |
| Benefits | 107,725 | 108,037 | 122,122 | 112,534 | 146,666 | 0.0% |
| Supplies | 406,806 | 399,935 | 438,500 | 438,500 | 438,500 | 0.0% |
| Services | 347,174 | 198,647 | 216,220 | 216,220 | 231,950 | 7.3% |
| Capital Outlay | 1,093,581 | 1,601,779 | 619,973 | 619,973 | 2,973,678 | 379.6% |
| Debt Service | 340,707 | 1,598,831 | 59,854 | 336,014 | 31,377 | -90.7% |
| Interfund Loan Repayment | - | - | - | 16,800 | 68,095 | 305.3% |
| Custodial Disbursement | 169,214 | 174,129 | 182,014 | 182,014 | 183,059 | 0.6% |
| Interfund Service | 93,019 | 155,110 | 84,512 | 103,465 | 103,460 | 0.0% |
| TOTAL EXPENDITURES | \$ 2,782,663 | \$ 4,450,047 | \$ 1,957,269 | \$ 2,218,232 | \$ 4,429,286 | 99.7% |
| CHANGES IN FUND BALANCE | | | | | | |
| Beginning Cash, January 1 | \$ 1,901,080 | \$ 1,817,718 | \$ 237,914 | \$ 371,625 | \$ 523,082 | 40.8% |
| Net Revenues Over (under) Expenditures | (83,362) | (1,446,093) | 132,990 | 151,457 | (6,113) | -104.0% |
| ENDING CASH, DECEMBER 31 | \$ 1,817,718 | \$ 371,625 | \$ 370,904 | \$ 523,082 | \$ 516,969 | -1.2% |

| FUND: | | 407 - AIRPORT FUND | | | | REVENUES | | | |
|-------------------------------------|-----------------------------------|---------------------|---------------------|----------------------|---------------------|---------------------|---------------------|----------------------------|--------------------|
| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
| Other Misc. Revenues | | | | | | | | | |
| 407.359.000.00 | FINES & PENALTIES | - | - | - | - | - | - | - | 0.0% |
| 407.369.091.00 | MISCELLANEOUS INCOME | 150 | 190 | 300 | 300 | 300 | - | 300 | 0.0% |
| 407.369.091.04 | OTHER MISC REV - TAXED | - | 75 | - | - | 75 | - | 75 | 0.0% |
| 407.367.000.00 | DONATIONS | 419 | - | 400 | 400 | - | - | - | -100.0% |
| Total Miscellaneous | | 569 | 265 | 700 | 700 | 375 | - | 375 | -46.4% |
| Interfund Loan | | | | | | | | | |
| 407.381.010.05 | INTERFUND LOAN PROCEED -405 | - | - | - | 279,430 | - | - | - | -100.0% |
| Total Interfund Loan | | - | - | - | 279,430 | - | - | - | -100.0% |
| Agency Deposits | | | | | | | | | |
| 407.389.030.00 | RENTAL CAR TAX | 96 | 115 | 59 | 59 | 82 | - | 82 | 39.0% |
| 407.389.030.04 | DUE TO STATE - SALES TAX | 38,918 | 39,089 | 40,000 | 40,000 | 39,032 | - | 39,032 | -2.4% |
| 407.389.030.06 | LEASEHOLD EXCISE TAX LIABILITY | 129,079 | 136,730 | 142,000 | 142,000 | 143,329 | - | 143,329 | 0.9% |
| Total Agency Deposits | | 168,093 | 175,934 | 182,059 | 182,059 | 182,443 | - | 182,443 | 0.2% |
| Other Financing Source | | | | | | | | | |
| 407.391.090.00 | PROCEEDS OF L/T DEBT-FILL PROJECT | - | 300,000 | - | - | - | - | - | 0.0% |
| 407.395.010.00 | PROCEEDS FROM SALES OF CAP ASSETS | 23,000 | 7,290 | - | - | - | - | - | 0.0% |
| Total Other Financing Source | | 23,000 | 307,290 | - | - | - | - | - | 0.0% |
| Transfers In | | | | | | | | | |
| 407.397.000.44 | TRANSFER IN - FUND 404 | 32,500 | - | - | - | - | - | - | 0.0% |
| Total Interfund Transfers In | | 32,500 | - | - | - | - | - | - | 0.0% |
| TOTAL REVENUES | | \$ 2,699,301 | \$ 3,003,954 | \$ 2,090,259 | \$ 2,369,689 | \$ 1,778,378 | \$ 2,644,795 | \$ 4,423,173 | 86.7% |
| BEGINNING CASH, JANUARY 1 | | 1,901,080 | 1,817,718 | 237,914 | 371,625 | 523,082 | - | 523,082 | 40.8% |
| TOTAL REVENUE APPROPRIATION | | \$ 4,600,381 | \$ 4,821,672 | \$ 2,328,173 | \$ 2,741,314 | \$ 2,301,460 | \$ 2,644,795 | \$ 4,946,255 | 80.4% |

| FUND: | | 407 - AIRPORT FUND | | | | REVENUES | | | |
|---|----------------------------------|--------------------|------------------|----------------------|---------------------|------------------|------------------|----------------------------|--------------------|
| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
| REVENUE SOURCE | | | | | | | | | |
| Intergovernmental Revenues | | | | | | | | | |
| 407.331.020.00 | FAA AIRPORT IMPROVEMENT GRANT | \$ 727,807 | \$ 108,672 | \$ - | \$ - | \$ - | \$ 2,505,611 | \$ 2,505,611 | 0.0% |
| 407.334.002.70 | STATE RCO GRANT | - | 803,771 | - | - | - | - | - | 0.0% |
| 407.334.003.60 | STATE DOT GRANTS | - | 40,472 | - | - | - | - | - | 0.0% |
| 407.334.020.70 | STATE RCO GRANT | 227,629 | - | - | - | - | - | - | 0.0% |
| 407.334.036.00 | STATE DOT Grants | 4,952 | - | - | - | - | 139,184 | 139,184 | 0.0% |
| 407.337.009.38 | DISTRESSED COUNTIES - DISCOVERY! | 16,027 | 9,672 | 308,000 | 308,000 | - | - | - | -100.0% |
| Total Intergovernmental Revenues | | 976,415 | 962,587 | 308,000 | 308,000 | - | 2,644,795 | 2,644,795 | 758.7% |
| Charges for Goods and Services | | | | | | | | | |
| 407.344.050.00 | FUEL SALES | 484,827 | 480,885 | 486,000 | 486,000 | 470,073 | - | 470,073 | -3.3% |
| 407.344.050.01 | FUEL FOR RENTAL CARS | - | 10 | - | - | - | - | - | 0.0% |
| 407.322.040.00 | RIGHT-OF-WAY OCCUPANCY PERMITS | 1,455 | 1,350 | 1,350 | - | - | - | - | 0.0% |
| 407.347.030.00 | CULTURE & RECREATION REVENUE | 765 | 1,405 | 1,000 | 1,000 | 1,000 | - | 1,000 | 0.0% |
| Total Charges for Goods and Services | | 487,047 | 483,650 | 488,350 | 487,000 | 471,073 | - | 471,073 | -3.3% |
| Interest Earnings | | | | | | | | | |
| 407.361.011.00 | INTEREST EARNINGS | 5,825 | 11,853 | - | - | 3,140 | - | 3,140 | 0.0% |
| Total Interest Earnings | | 5,825 | 11,853 | - | - | 3,140 | - | 3,140 | 0.0% |
| Rents & Leases | | | | | | | | | |
| 407.362.010.00 | RENTAL CAR FEES | 1,622 | 1,950 | 1,000 | 1,000 | 1,000 | - | 1,000 | 0.0% |
| 407.362.020.00 | PARKING/DEPOSITS | 109 | 67 | 150 | 150 | 150 | - | 150 | 0.0% |
| 407.362.050.00 | HANGARS | 79,925 | 82,426 | 85,000 | 85,000 | 92,323 | - | 92,323 | 8.6% |
| 407.362.050.01 | CAPITAL LEASE RECEIPTS | 924,116 | 977,932 | 1,025,000 | 1,025,000 | 1,023,944 | - | 1,023,944 | -0.1% |
| 407.362.090.00 | OTHER RENTS/USES | 80 | - | - | 1,350 | 3,930 | - | 3,930 | 191.1% |
| Total Rents and Leases | | 1,005,852 | 1,062,375 | 1,111,150 | 1,112,500 | 1,121,347 | - | 1,121,347 | 0.8% |

| | | |
|--------------------|--------------------------|---------------------|
| FUND | 407- AIRPORT FUND | |
| DEPARTMENT: | VARIOUS (09, 9A) | EXPENDITURES |

| Account Number | Account Titles | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2109 |
|-------------------------------|---------------------------------------|-------------|-------------|----------------------|---------------------|----------------|---------------|----------------------------|--------------------|
| EXPENDITURES | | | | | | | | | |
| General Administration | | | | | | | | | |
| 407.09.546.010.11.00 | SALARIES AND WAGES | \$ 224,437 | \$ 209,473 | \$ 234,074 | \$ 192,712 | \$ 155,949 | | \$ 155,949 | -19.1% |
| 407.09.546.010.11.05 | SALARIES AND WAGES | - | 4,106 | - | - | - | | - | 0.0% |
| 407.09.546.010.21.00 | PERSONNEL BENEFITS | 107,725 | 106,793 | 121,122 | 111,534 | 79,333 | | 79,333 | -28.9% |
| 407.09.546.010.21.05 | PERSONNEL BENEFITS | - | 466 | - | - | - | | - | 0.0% |
| 407.09.546.010.24.00 | UNIFORMS & CLOTHING | - | 778 | 1,000 | 1,000 | 500 | | 500 | -50.0% |
| 407.09.546.010.31.00 | OFFICE & OPERATING SUPPLIES | 12,169 | 24,659 | 20,500 | 20,500 | 4,000 | | 4,000 | -80.5% |
| 407.09.546.010.32.00 | FUEL CONSUMED | 5,470 | 7,030 | 8,000 | 8,000 | 1,000 | | 1,000 | -87.5% |
| 407.09.546.010.33.00 | FUEL PURCHASED FOR RESALE | 388,981 | 366,019 | 400,000 | 400,000 | 400,000 | | 400,000 | 0.0% |
| 407.09.546.010.35.00 | SMALL TOOLS & MINOR EQUIPMENT | 186 | 2,227 | 10,000 | 10,000 | 1,000 | | 1,000 | -90.0% |
| 407.09.546.010.41.00 | PROFESSIONAL SERVICES | 65,130 | 102,515 | 88,500 | 88,500 | 21,000 | | 21,000 | -76.3% |
| 407.09.546.010.42.00 | COMMUNICATIONS | 6,424 | 6,117 | 6,300 | 6,300 | 6,300 | | 6,300 | 0.0% |
| 407.09.546.010.43.00 | TRAVEL/HOTEL/PER DIEMS | 329 | 334 | 3,000 | 3,000 | 3,000 | | 3,000 | 0.0% |
| 407.09.546.010.43.46 | PROMOTIONAL HOSTING | - | - | 500 | 500 | 1,250 | | 1,250 | 150.0% |
| 407.09.546.010.44.00 | ADVERTISING | 3,104 | 3,691 | 5,000 | 5,000 | 5,000 | | 5,000 | 0.0% |
| 407.09.546.010.45.00 | OPERATING RENTALS/LEASES | 892 | 4,004 | 2,000 | 2,000 | - | | - | -100.0% |
| 407.09.546.010.45.01 | RENTAL CAR LEASES | 3,266 | - | - | - | - | | - | 0.0% |
| 407.09.546.010.46.00 | INSURANCE | 21,568 | 22,271 | 25,000 | 25,000 | 27,500 | | 27,500 | 10.0% |
| 407.09.546.010.47.00 | PUBLIC UTILITY SERVICE | 19,970 | 22,470 | 21,720 | 21,720 | 24,000 | | 24,000 | 10.5% |
| 407.09.546.010.48.00 | REPAIR & MAINT- FACILITIES | 213,079 | 13,551 | 42,000 | 42,000 | - | | - | -100.0% |
| 407.09.546.010.48.02 | REPAIR & MAINT - IT SOFTWARE/HARDWARE | - | - | - | - | 2,000 | | 2,000 | 0.0% |
| 407.09.546.010.49.00 | MISCELLANEOUS | 2,989 | 6,127 | 6,800 | 6,800 | 1,300 | | 1,300 | -80.9% |
| 407.09.546.010.49.01 | REGISTRATION | - | - | - | - | 4,200 | | 4,200 | 0.0% |
| 407.09.546.010.49.02 | MEMBERSHIP DUES/SUBSCRIPTIONS | - | - | - | - | 3,000 | | 3,000 | 0.0% |
| 407.09.546.010.49.03 | MISCELLANEOUS - CC FEES | 7,139 | 7,038 | 12,150 | 12,150 | 12,150 | | 12,150 | 0.0% |
| 407.09.546.010.51.00 | INTERGOVT PROF SERVICES | 116 | 6,799 | - | - | - | | - | 0.0% |

| FUND | | 407- AIRPORT FUND | | | | EXPENDITURES | | | |
|--|--------------------------------|-------------------|------------------|----------------------|---------------------|----------------|---------------|----------------------------|--------------------|
| DEPARTMENT: | | VARIOUS (09, 9A) | | | | | | | |
| Account Number | Account Titles | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2109 |
| 407.09.546.010.53.00 | EXTERNAL TAXES & OPER ASSESS | 2,854 | 2,687 | 3,250 | 3,250 | 3,250 | | 3,250 | 0.0% |
| 407.09.546.010.89.00 | OTHER DEBT SERVICE COSTS | 42 | - | - | - | - | | - | 0.0% |
| Total Administration | | 1,085,870 | 919,155 | 1,010,916 | 959,966 | 755,732 | - | 755,732 | -21.3% |
| Contra Expense Offsets (General Fund) | | | | | | | | | |
| 407.09.546.091.1A.00 | WAGE CONTRA OFFSETS | 46,513 | 70,103 | 47,868 | 49,149 | 49,150 | | 49,150 | 0.0% |
| 407.09.546.091.2A.00 | BENEFIT CONTRA OFFSETS | 29,676 | 43,627 | 26,796 | 31,750 | 31,750 | | 31,750 | 0.0% |
| 407.09.546.091.3A.00 | SUPPLIES CONTRA OFFSETS | 4,801 | 2,483 | 1,470 | 882 | 880 | | 880 | -0.2% |
| 407.09.546.091.4A.00 | SERVICES CONTRA OFFSETS | 12,029 | 38,897 | 8,378 | 21,684 | 21,680 | | 21,680 | 0.0% |
| Total Contra Expense Offsets (General Fund) | | 93,019 | 155,110 | 84,512 | 103,465 | 103,460 | - | 103,460 | 0.0% |
| Educational Activities | | | | | | | | | |
| 407.09.571.010.41.00 | PROFESSIONAL SERVICES | 314 | 1,043 | - | - | 2,000 | | 2,000 | 0.0% |
| Total Educational Activities | | 314 | 1,043 | - | - | 2,000 | - | 2,000 | 0.0% |
| Due to Other Agencies | | | | | | | | | |
| 407.09.589.030.00.04 | DUE TO STATE - SALES TAX | 38,919 | 39,056 | 40,000 | 40,000 | 40,000 | | 40,000 | 0.0% |
| 407.09.589.030.00.06 | LEASEHOLD EXCISE TAX LIABILITY | 130,192 | 134,908 | 141,955 | 141,955 | 143,000 | | 143,000 | 0.7% |
| 407.09.589.030.00.10 | RENTAL CAR TAXES | 103 | 165 | 59 | 59 | 59 | | 59 | 0.0% |
| Total Due to Other Agencies | | 169,214 | 174,129 | 182,014 | 182,014 | 183,059 | - | 183,059 | 0.6% |
| Debt Service Payments - Principal | | | | | | | | | |
| 407.09.581.020.05.00 | INTERFUND LOAN REPAYMENT - 405 | - | - | - | 16,800 | 68,095 | | 68,095 | 305.3% |
| 407.09.591.046.71.00 | PRINCIPAL - G.O. BONDS | 242,122 | 1,532,672 | - | - | - | | - | 0.0% |
| 407.09.591.046.71.01 | PRINCIPAL - ARKANSAS WAY | 13,671 | 15,348 | 15,640 | 15,640 | 16,296 | | 16,296 | 4.2% |
| 407.09.591.046.71.02 | LOAN PRINCIPAL - TRACT 5A | - | 2,958 | 21,000 | 297,105 | - | | - | -100.0% |
| Debt Service Payment - Principal | | 255,793 | 1,550,978 | 36,640 | 329,545 | 84,391 | - | 84,391 | -74.4% |
| Debt Service Payment - Interest | | | | | | | | | |

| FUND | | 407- AIRPORT FUND | | | | EXPENDITURES | | | |
|--|------------------------------------|---------------------|---------------------|----------------------|---------------------|---------------------|---------------------|----------------------------|--------------------|
| DEPARTMENT: | | VARIOUS (09, 9A) | | | | | | | |
| Account Number | Account Titles | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2109 |
| 407.09.592.046.83.00 | INTEREST - L/T EXTERNAL DEBT | 74,084 | 33,106 | - | - | - | - | - | 0.0% |
| 407.09.592.046.83.01 | INTEREST - ARKANSAS WAY | 10,788 | 11,335 | 10,814 | 10,814 | 10,389 | - | 10,389 | -3.9% |
| 407.09.592.046.83.02 | LOAN INTEREST - TRACT 5A | - | 3,412 | 12,400 | 11,055 | - | - | - | -100.0% |
| 407.09.592.046.83.05 | INTERFUND LOAN INTEREST - 405 FUND | - | - | - | 1,400 | 4,692 | - | 4,692 | 235.1% |
| Total Debt Service Payment - Interest | | 84,872 | 47,853 | 23,214 | 23,269 | 15,081 | - | 15,081 | -35.2% |
| Capital Outlays | | | | | | | | | |
| 407.09.594.046.62.00 | BUILDINGS AND STRUCTURES | 63,980 | 924,460 | 150,000 | 150,000 | - | 2,803,678 | 2,803,678 | 1769.1% |
| 407.09.594.046.63.00 | OTHER IMPROVEMENTS | 1,007,391 | 642,126 | 279,973 | 279,973 | 30,000 | - | 30,000 | -89.3% |
| 407.09.594.046.63.01 | OTHER IMPROVEMENTS - ARKANSAS RD | - | - | 120,000 | 120,000 | - | 60,000 | 60,000 | -50.0% |
| 407.09.594.046.64.00 | MACHINERY & EQUIPMENT | 22,210 | 35,193 | 70,000 | 70,000 | 10,000 | 70,000 | 80,000 | 14.3% |
| Total Capital Outlays | | 1,093,581 | 1,601,779 | 619,973 | 619,973 | 40,000 | 2,933,678 | 2,973,678 | 379.6% |
| Maintenance | | | | | | | | | |
| 407.9A.546.010.11.00 | SALARIES AND WAGES | - | - | - | - | 96,552 | - | 96,552 | 0.0% |
| 407.9A.546.010.21.00 | PERSONNEL BENEFITS | - | - | - | - | 66,333 | - | 66,333 | 0.0% |
| 407.9A.546.010.24.00 | UNIFORMS & CLOTHING | - | - | - | - | 500 | - | 500 | 0.0% |
| 407.9A.546.010.31.00 | OFFICE & OPERATING SUPPLIES | - | - | - | - | 16,500 | - | 16,500 | 0.0% |
| 407.9A.546.010.32.00 | FUEL CONSUMED | - | - | - | - | 7,000 | - | 7,000 | 0.0% |
| 407.9A.546.010.35.00 | SMALL TOOLS & MINOR EQUIPMENT | - | - | - | - | 9,000 | - | 9,000 | 0.0% |
| 407.9A.546.010.41.00 | PROFESSIONAL SERVICES | - | - | - | - | 70,000 | - | 70,000 | 0.0% |
| 407.9A.546.010.45.00 | RENTALS | - | - | - | - | - | 6,000 | 6,000 | 0.0% |
| 407.9A.546.010.48.00 | REPAIR & MAINT - FACILITIES | - | - | - | - | 32,000 | - | 32,000 | 0.0% |
| 407.9A.546.010.48.01 | REPAIR & MAINT - EQUIPMENT | - | - | - | - | 8,000 | - | 8,000 | 0.0% |
| Total Maintenance | | - | - | - | - | 305,885 | 6,000 | 311,885 | 0.0% |
| TOTAL EXPENDITURES | | \$ 2,782,663 | \$ 4,450,047 | \$ 1,957,269 | \$ 2,218,232 | \$ 1,489,608 | \$ 2,939,678 | \$ 4,429,286 | 99.7% |
| ENDING CASH, DECEMBER 31 | | 1,817,718 | 371,625 | 370,904 | 523,082 | 811,852 | (294,883) | 516,969 | -1.2% |
| TOTAL APPROPRIATION | | \$ 4,600,381 | \$ 4,821,672 | \$ 2,328,173 | \$ 2,741,314 | \$ 2,301,460 | \$ 2,644,795 | \$ 4,946,255 | 80.4% |

This Page Intentionally Left Blank

FIDUCIARY FUND TYPES

Fiduciary Funds account for assets held in a trustee or agency capacity for others, and therefore, cannot be used to support the City's own programs.

PENSION TRUST FUND

Pension Trust Funds account for the operation of a trust established for employee retirement benefits.

Firemen's Pension Fund – This fund is used to account for the accumulation of resources of pension benefit payments to qualified firefighters and their survivors.

CITY AGENCY FUND

Agency Funds account for funds held in an agency capacity for others by the City.

The City Agency Fund - This fund is used to account for municipal court funds not belonging to the City.

FIREMAN'S PENSION Fireman's Pension Fund 611 Department 36

Purpose:

This fund is used solely to pay the pension supplement and medical benefits for retired firefighters that were covered under the City's retirement plan in place before the existence of the state-wide Law Enforcement Officers and Fire Fighters plan (LEOFF 1). There currently three (3) retired pre-LEOFF fighters who are eligible to receive benefits from this fund.

A property tax rate of 22.5 cents per \$1,000 of assessed value is levied for this fund. By law, the amount collected can only be used for the pension supplement and medical benefits for the pre-LEOFF firefighters.

Significant Changes 2019:

No significant changes are planned for this fund. The total 2019 budget for the Firemen's Pension Fund is **\$78,500**.

FIREMEN'S PENSION FUND SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

| Firemen's Pension Fund | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Proposed Budget | % Change 2018-2019 |
|---------------------------------------|-------------------|-------------------|----------------------------|---------------------------|----------------------------|--------------------------|
| REVENUE SOURCE | | | | | | |
| Taxes | \$ 134,425 | \$ 143,492 | \$ 133,700 | \$ 162,228 | \$ 165,126 | 1.8% |
| Intergovernmental Revenues | 13,272 | 13,533 | 13,500 | 13,500 | 13,550 | 0.0% |
| Interest Earnings | 1,461 | 3,274 | 1,750 | 1,750 | 12,560 | 0.0% |
| TOTAL REVENUES | \$ 149,158 | \$ 160,299 | \$ 148,950 | \$ 177,478 | \$ 191,236 | 7.8% |
| EXPENDITURES | | | | | | |
| Benefits | \$ 37,403 | \$ 32,990 | \$ 78,500 | \$ 78,500 | \$ 78,500 | 0.0% |
| TOTAL EXPENDITURES | \$ 37,403 | \$ 32,990 | \$ 78,500 | \$ 78,500 | \$ 78,500 | 0.0% |
| CHANGES IN FUND BALANCE | | | | | | |
| Beginning Cash, January 1 | \$ 490,266 | \$ 602,021 | \$ 696,307 | \$ 729,330 | \$ 828,308 | 13.6% |
| Net Revenue Over (under) Expenditures | 111,755 | 127,309 | 70,450 | 98,978 | 112,736 | 13.9% |
| ENDING CASH, DECEMBER 31 | \$ 602,021 | \$ 729,330 | \$ 766,757 | \$ 828,308 | \$ 941,044 | 13.6% |

| FUND: | | 611 - FIREMEN'S PENSION FUND | | | | REVENUES | | | |
|---|--------------------------------|------------------------------|-------------------|----------------------|---------------------|---------------------|---------------|----------------------------|--------------------|
| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
| REVENUE SOURCE | | | | | | | | | |
| Property Taxes | | | | | | | | | |
| 611.311.010.00 | REAL AND PERSONAL PROPERTY TAX | \$ 131,879 | \$ 141,837 | \$ 132,000 | \$ 160,180 | \$ 162,675 | | \$ 162,675 | 1.6% |
| 611.311.010.01 | REAL/PERSONAL PROP TAX DELINQ | 2,546 | 1,655 | 1,700 | 2,048 | 2,451 | | 2,451 | 19.7% |
| Total Property Taxes | | 134,425 | 143,492 | 133,700 | 162,228 | 165,126 | - | 165,126 | 1.8% |
| Intergovernmental Revenues | | | | | | | | | |
| 611.336.006.91 | FIRE INSURANCE PREMIUM TAX | 13,272 | 13,534 | 13,500 | 13,500 | 13,550 | | 13,550 | 0.4% |
| Total Intergovernmental Revenues | | 13,272 | 13,534 | 13,500 | 13,500 | 13,550 | - | 13,550 | 0.4% |
| Interest Earnings | | | | | | | | | |
| 611.361.011.00 | INTEREST EARNINGS | 1,461 | 3,274 | 1,750 | 1,750 | 12,560 | | 12,560 | 617.7% |
| Total Interest Earnings | | 1,461 | 3,274 | 1,750 | 1,750 | 12,560 | - | 12,560 | 617.7% |
| TOTAL REVENUES | | \$ 149,158 | \$ 160,300 | \$ 148,950 | \$ 177,478 | \$ 191,236 | \$ - | \$ 191,236 | 7.8% |
| BEGINNING CASH, JANUARY 1 | | 490,266 | 602,021 | 696,307 | 729,330 | 828,308 | - | 828,308 | 13.6% |
| TOTAL REVENUE APPROPRIATION | | \$ 639,424 | \$ 762,321 | \$ 845,257 | \$ 906,808 | \$ 1,019,544 | \$ - | \$ 1,019,544 | 12.4% |

| FUND: | | 611 - FIREMEN'S PENSION FUND | | | | EXPENDITURES | | | |
|---|--------------------------------|------------------------------|-------------------|----------------------|---------------------|---------------------|---------------|----------------------------|--------------------|
| DEPARTMENT: | | 36 FIREMEN'S PENSION | | | | | | | |
| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2018-2019 |
| EXPENDITURES | | | | | | | | | |
| Pension & Medical Benefits | | | | | | | | | |
| 611.36.517.021.29.01 | PENSION & DISABILITY - MEDICAL | \$ 29,524 | \$ 26,528 | \$ 67,500 | \$ 67,500 | \$ 67,500 | | \$ 67,500 | 0.0% |
| 611.36.517.021.29.02 | PENSION & DISABILITY - PENSION | 7,879 | 6,462 | 11,000 | 11,000 | 11,000 | | 11,000 | 0.0% |
| Total Pension & Medical Benefits | | 37,403 | 32,990 | 78,500 | 78,500 | 78,500 | - | 78,500 | 0.0% |
| TOTAL EXPENDITURES | | \$ 37,403 | \$ 32,990 | \$ 78,500 | \$ 78,500 | \$ 78,500 | \$ - | \$ 78,500 | 0.0% |
| ENDING CASH, DECEMBER 31 | | 602,021 | 729,330 | 766,757 | 828,308 | 941,044 | - | 941,044 | 13.6% |
| TOTAL APPROPRIATION | | \$ 639,424 | \$ 762,320 | \$ 845,257 | \$ 906,808 | \$ 1,019,544 | \$ - | \$ 1,019,544 | 12.4% |

This Page Intentionally Left Blank

**CITY AGENCY
City Agency Fund 633**

Purpose:

Funds received by the Municipal Court that do not belong to the City of Chehalis are held in this fund until it can be determined who should receive them. Then they are disbursed to the proper person or entity.

Significant Changes 2019:

No significant changes are planned for this fund.

**AGENCY FUND - MUNICIPAL COURT TRUST FUND
SUMMARY BY REVENUE AND EXPENDITURE CATEGORY**

| Agency Fund - Municipal Court Trust Fund | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Proposed Budget | % Change 2018-2019 |
|--|-------------------|-------------------|----------------------|---------------------|----------------------|--------------------|
| REVENUE SOURCE | | | | | | |
| Agency Deposits | \$ 343,781 | \$ 268,484 | \$ 360,000 | \$ 360,000 | \$ 360,000 | 0.0% |
| TOTAL REVENUES | \$ 343,781 | \$ 268,484 | \$ 360,000 | \$ 360,000 | \$ 360,000 | 0.0% |
| EXPENDITURES | | | | | | |
| Agency Disbursements | \$ 342,221 | \$ 267,154 | \$ 360,000 | \$ 360,000 | \$ 360,000 | 0.0% |
| TOTAL EXPENDITURES | \$ 342,221 | \$ 267,154 | \$ 360,000 | \$ 360,000 | \$ 360,000 | 0.0% |
| CHANGES IN FUND BALANCE | | | | | | |
| Beginning Cash, January 1 | \$ 8,000 | \$ 9,560 | \$ 9,560 | \$ 10,890 | \$ 10,890 | 0.0% |
| Net Revenue Over (under) Expenditures | 1,560 | 1,330 | - | - | - | 0.0% |
| ENDING CASH, DECEMBER 31 | \$ 9,560 | \$ 10,890 | \$ 9,560 | \$ 10,890 | \$ 10,890 | 0.0% |

| | | |
|--------------|---|-----------------|
| FUND: | 633 - AGENCY FUND - MUNICIPAL COURT TRUST FUND | REVENUES |
|--------------|---|-----------------|

| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One- Time | 2019 Proposed Budget | % Change 2018-2019 |
|------------------------------------|----------------------------------|-------------------|-------------------|----------------------------|---------------------------|-------------------|-------------------|----------------------------|-----------------------|
| REVENUES SOURCE | | | | | | | | | |
| Agency Deposits | | | | | | | | | |
| 633.389.000.00 | MISC COURT DEPOSITS/PREPMT REC'D | \$ 343,781 | \$ - | \$ 360,000 | \$ - | \$ - | \$ - | \$ - | 0.0% |
| 633.389.030.00 | MISC COURT DEPOSITS/PREPMT REC'D | - | 268,484 | - | 360,000 | 360,000 | - | 360,000 | 0.0% |
| Total Agency Deposits | | 343,781 | 268,484 | 360,000 | 360,000 | 360,000 | - | 360,000 | 0.0% |
| TOTAL REVENUES | | \$ 343,781 | \$ 268,484 | \$ 360,000 | \$ 360,000 | \$ 360,000 | \$ - | \$ 360,000 | 0.0% |
| BEGINNING CASH, JANUARY 1 | | 8,000 | 9,560 | 9,560 | 10,890 | 10,890 | - | 10,890 | 0.0% |
| TOTAL REVENUE APPROPRIATION | | \$ 351,781 | \$ 278,044 | \$ 369,560 | \$ 370,890 | \$ 370,890 | \$ - | \$ 370,890 | 0.0% |

| FUND: 633 - AGENCY FUND - MUNICIPAL COURT TRUST | | EXPENDITURES | | | | | | | |
|---|-----------------------|-------------------|-------------------|----------------------|---------------------|-------------------|---------------|----------------------------|--------------------|
| DEPARTMENT: NON-DEPARTMENTAL | | | | | | | | | |
| Account Number | Account Title | 2016 Actual | 2017 Actual | 2018 Original Budget | 2018 Amended Budget | 2019 Recurring | 2019 One-Time | 2019 Total Proposed Budget | % Change 2019-2018 |
| EXPENDITURES | | | | | | | | | |
| Custodial Activity | | | | | | | | | |
| 633.00.589.000.00.00 | DUE TO OTHER ENTITIES | \$ 342,221 | | \$ - | \$ - | \$ - | | \$ - | 0.0% |
| 633.00.589.030.00.00 | DUE TO OTHER ENTITIES | - | 267,154 | - | - | - | | - | 0.0% |
| 633.00.589.090.00.00 | CUSTODIAL ACTIVITIES | - | - | 360,000 | 360,000 | 360,000 | | 360,000 | 0.0% |
| Total Custodial Activity | | 342,221 | 267,154 | 360,000 | 360,000 | 360,000 | - | 360,000 | 0.0% |
| TOTAL EXPENDITURES | | \$ 342,221 | \$ 267,154 | \$ 360,000 | \$ 360,000 | \$ 360,000 | \$ - | \$ 360,000 | 0.0% |
| ENDING CASH, DECEMBER 31 | | 9,560 | 10,890 | 9,560 | 10,890 | 10,890 | - | 10,890 | 0.0% |
| TOTAL APPROPRIATION | | \$ 351,781 | \$ 278,044 | \$ 369,560 | \$ 370,890 | \$ 370,890 | \$ - | \$ 370,890 | 0.0% |

Supplemental Schedules

City of Chehalis
Summary of Debt Service Payments to Be Made in 2019

| Loan ID | Maturity Date | Debt Type | Payment # | Date | 1/1/2019 Balance | Total Payment | Principal | Interest | 12/31/2019 | | | |
|---------------------------------------|---------------|-----------|-----------|----------|-----------------------------|----------------------------|----------------------------|--------------------------|-----------------------------|--|--|----------------------|
| | | | | | | | | | Balance | Principal Acct# | Interest Acct# | |
| 2011 G.O. Bond (US Bank) | | GO | 15 | 6/1/19 | 680,000.00 | 12,281.25 | | 12,281.25 | | 200.OC.591.034.71.00 | 200.OC.592.014.83.00 | DSF |
| 2011 G.O. Bond (US Bank) | 12/1/2026 | GO | 16 | 12/1/19 | | 87,281.25 | 75,000.00 | 12,281.25 | 605,000.00 | 200.OC.591.034.71.00 | 200.OC.592.014.83.00 | |
| | | | | | | <u>99,562.50</u> | <u>75,000.00</u> | <u>24,562.50</u> | | | | |
| 2014 Fire Truck Purchase (SSB) | 9/25/2022 | GO | Various | Monthly | 347,848.79 | 100,171.92 | 90,852.96 | 9,318.96 | 256,995.83 | 001.I1.591.022.71.00 | 001.I1.592.022.83.00 | FIRE |
| 2017 Chip Spreader Purchase (SSB) | 10/25/2024 | GO | Various | Monthly | 224,916.83 | 42,780.00 | 35,371.08 | 7,408.92 | 189,545.75 | 1/3 001.K1.591.095.71.00 2/3 003.K1.591.095.71.00 | 1/3 001.K1.592.095.81.00 2/3 003.K1.592.095.81.00 | STREETS DED ST 4% |
| General Fund Total | | | | | <u>1,252,765.62</u> | <u>242,514.42</u> | <u>201,224.04</u> | <u>41,290.38</u> | <u>1,051,541.58</u> | | | |
| 79 Revenue Bond (Berkadia) | 8/1/2019 | Revenue | | 2/1/19 | 27,000.00 | 12,675.00 | 12,000.00 | 675.00 | 15,000.00 | 405.10.591.034.72.00 | 405.10.592.034.83.00 | WATER |
| 79 Revenue Bond (Berkadia) | | Revenue | | 8/1/19 | | 15,375.00 | 15,000.00 | 375.00 | 0.00 | 405.10.591.034.72.00 | 405.10.592.034.83.00 | |
| | | | | | | <u>28,050.00</u> | <u>27,000.00</u> | <u>1,050.00</u> | | | | |
| 99-65199-013, SRFL #4, RRB (DOH) | 10/1/2020 | Revenue | 20 | 10/1/19 | 100,001.30 | 52,500.69 | 50,000.65 | 2,500.04 | 50,000.65 | 405.10.591.034.78.00 | 405.10.592.T34.83.00 | WATER |
| 05-96300-008 Wtr Ph IV #5 (DOH) | 10/1/2026 | Revenue | | 10/1/19 | 504,607.17 | 65,598.92 | 63,075.89 | 2,523.03 | 441,531.28 | 405.10.591.034.78.01 | 405.10.592.T34.83.01 | WATER |
| DM13-952-179 High Level (DOH) | 10/1/2027 | Revenue | annual | 10/1/19 | 772,650.00 | 97,439.75 | 85,850.00 | 11,589.75 | 686,800.00 | 405.10.591.034.78.03 | 405.10.592.T34.83.03 | WATER |
| DM13-952-180 Redundant Floc (DOH) | 10/1/2037 | Revenue | annual | 10/1/19 | 1,151,400.00 | 77,870.99 | 60,600.00 | 17,270.99 | 1,090,800.00 | 405.10.591.034.78.02 | 405.10.592.T34.83.02 | WATER |
| Water Fund Total | | | | | <u>2,555,658.47</u> | <u>321,460.35</u> | <u>286,526.54</u> | <u>34,933.81</u> | <u>2,269,131.93</u> | | | |
| L0400015 SRFL#1, Reuse (DOE) | | Revenue | 29 | 5/1/19 | 875,938.33 | 83,270.27 | 76,680.17 | 6,590.10 | 799,258.16 | 404.11.591.035.72.00 | 404.11.592.035.83.10 | WW |
| L0400015 SRFL#1 (DOE) | 11/1/2024 | Revenue | 30 | 11/1/19 | | 83,270.27 | 77,257.07 | 6,013.20 | 722,001.09 | 404.11.591.035.72.00 | 404.11.592.035.83.10 | |
| | | | | | | <u>166,540.54</u> | <u>153,937.24</u> | <u>12,603.30</u> | | | | |
| L0400016 SRFL #2, CRWRF (DOE) | | Revenue | 29 | 6/30/19 | 94,347.17 | 9,829.51 | 9,119.69 | 709.82 | 85,227.48 | 404.11.591.035.72.13 | 404.11.592.C35.83.00 | WW |
| L0400016 SRFL #2 (DOE) | 12/30/2023 | Revenue | 30 | 12/30/19 | | 9,829.51 | 9,188.30 | 641.21 | 76,039.18 | 404.11.591.035.72.13 | 404.11.592.C35.83.00 | |
| | | | | | | <u>19,659.02</u> | <u>18,307.99</u> | <u>1,351.03</u> | | | | |
| L050014A SRFL #3A, CRWRF (DOE) | 6/30/2027 | Revenue | 23 | 6/30/19 | 13,860,295.87 | 815,311.52 | 815,311.52 | 0.00 | 13,044,984.35 | 404.11.591.035.72.11 | N/A | WW |
| L050014A SRFL #3A (DOE) | | Revenue | 24 | 12/30/19 | | 815,311.52 | 815,311.52 | 0.00 | 12,229,672.83 | 404.11.591.035.72.11 | N/A | |
| | | | | | | <u>1,630,623.04</u> | <u>1,630,623.04</u> | <u>0.00</u> | | | | |
| L050014B SRFL #3B, RTB (DOE) | | Revenue | 20 | 3/30/19 | 395,455.97 | 19,772.80 | 19,772.80 | 0.00 | 375,683.17 | 404.11.591.035.72.12 | N/A | WW |
| L050014B SRFL #3B (DOE) | 9/30/2028 | Revenue | 21 | 9/30/19 | | 19,772.80 | 19,772.80 | 0.00 | 355,910.37 | 404.11.591.035.72.12 | N/A | |
| | | | | | | <u>39,545.60</u> | <u>39,545.60</u> | <u>0.00</u> | | | | |
| EL150003 SRFL , I & I (DOE) | | Revenue | 4 | 6/30/19 | 342,009.52 | 11,767.66 | 7,642.97 | 4,124.69 | 334,366.55 | 404.11.591.035.78.00 | 404.11.592.035.83.00 | WW |
| EL150003 SRFL , I & I (DOE) | 12/31/2036 | Revenue | 5 | 12/31/19 | | 11,767.66 | 7,735.15 | 4,032.51 | 326,631.40 | 404.11.591.035.78.00 | 404.11.592.035.83.00 | |
| | | | | | | <u>23,535.32</u> | <u>15,378.12</u> | <u>8,157.20</u> | | | | |
| Wastewater Fund Total | | | | | <u>15,568,046.86</u> | <u>1,879,903.52</u> | <u>1,857,791.99</u> | <u>22,111.53</u> | <u>13,710,254.87</u> | | | |
| Lewis County .09 Loan Arkansas | 12/1/2035 | Revenue | Various | Various | 353,651.44 | 26,682.60 | 16,295.93 | 10,386.67 | 337,355.51 | 407.09.591.046.71.01 | 407.09.592.046.83.01 | AIRPORT |
| Interfund Loan (WA) - Tract 5A Payoff | 9/30/2022 | Revenue | Various | Monthly | 262,629.60 | 72,787.00 | 68,095.00 | 4,692.00 | 194,534.60 | 407.09.581.020.05.00 | 407.09.592.046.83.05 | AIRPORT |
| Airport Fund Total | | | | | <u>616,281.04</u> | <u>99,469.60</u> | <u>84,390.93</u> | <u>15,078.67</u> | <u>531,890.11</u> | | | |
| Grand Total | | | | | <u>19,992,751.99</u> | <u>2,543,347.89</u> | <u>2,429,933.50</u> | <u>113,414.39</u> | <u>17,562,818.49</u> | | | |

2019 Salary Schedule - Effective January Payroll

| Class Title | Collective Bargaining Organization | Pay Range | Step A | Step B | Step C | Step D | Step E |
|--|------------------------------------|-------------|--------|--------|--------|--------|--------|
| Accountant | Teamsters Non-Uniform | 24A | 4,770 | 5,009 | 5,259 | 5,522 | 5,798 |
| Accounting Technician II | Teamsters Non-Uniform | 17A | 3,390 | 3,560 | 3,738 | 3,925 | 4,121 |
| Administrative Assistant (not Fire or Airport) | Teamsters Non-Uniform | 17A | 3,390 | 3,560 | 3,738 | 3,925 | 4,121 |
| Airport Operations Coordinator | Non-Represented | 5N | 5,478 | 5,752 | 6,039 | 6,341 | 6,658 |
| Airport Office Manager | Non-Represented | 2N | 3,462 | 3,636 | 3,817 | 4,009 | 4,209 |
| Airport Property Maintenance Technician | Non-Represented | 2N | 3,462 | 3,636 | 3,817 | 4,009 | 4,209 |
| Airport Property Maintenance Worker | Non-Represented | 1N | 3,140 | 3,297 | 3,462 | 3,636 | 3,817 |
| Building Official | Teamsters Non-Uniform | 24A | 4,770 | 5,009 | 5,259 | 5,522 | 5,798 |
| Chief of Police | Non-Represented | 12N | 7,935 | 8,332 | 8,749 | 9,187 | 9,646 |
| City Clerk | Non-Represented | 4N | 4,732 | 4,968 | 5,217 | 5,478 | 5,752 |
| City Councilor | Elected | Monthly | 100 | | | | |
| City Manager | Non-Represented | Contract | 12,377 | | | | |
| Civil Service Secretary | Non-Represented | Hourly Rate | 20.00 | | | | |
| Code Inspector | Non-Represented | Hourly Rate | 29.00 | | | | |
| Community Corrections Officer (formerly Court Bailiff/Transport Officer) | Non-Represented | 13A(*) | 2,790 | 2,929 | 3,075 | 3,229 | 3,390 |
| Community Development Director | Non-Represented | 11N | 7,556 | 7,935 | 8,332 | 8,749 | 9,187 |
| Community Services Officer | Teamsters Non-Uniform | 18A | 3,560 | 3,738 | 3,925 | 4,121 | 4,327 |
| Court Clerk | Teamsters Non-Uniform | 16A | 3,229 | 3,390 | 3,560 | 3,738 | 3,925 |
| Department Administrative Assistant (Fire) | Non-Represented | 2N | 3,462 | 3,636 | 3,817 | 4,009 | 4,209 |
| Deputy Police Chief | Non-Represented | 10N | 7,197 | 7,556 | 7,935 | 8,332 | 8,749 |
| Development Review Specialist/Permit Technician | Teamsters Non-Uniform | 21A | 4,121 | 4,327 | 4,543 | 4,770 | 5,009 |
| Engineering Technician II | Teamsters Non-Uniform | 22A | 4,327 | 4,543 | 4,770 | 5,009 | 5,259 |
| Engineering Technician III | Teamsters Non-Uniform | 24A | 4,770 | 5,009 | 5,259 | 5,522 | 5,798 |
| Equipment Operator I | Teamsters Non-Uniform | 19A | 3,738 | 3,925 | 4,121 | 4,327 | 4,543 |
| Equipment Operator II | Teamsters Non-Uniform | 20A | 3,925 | 4,121 | 4,327 | 4,543 | 4,770 |
| Finance Director | Non-Represented | 9N | 6,854 | 7,197 | 7,556 | 7,935 | 8,332 |
| Fire Captain | IAFF | 22F | 5,726 | 5,896 | 6,285 | 6,595 | 6,907 |
| Fire Chief | Non-Represented | 12N | 7,935 | 8,332 | 8,749 | 9,187 | 9,646 |
| Firefighter/Engineer | IAFF | 20F | 4,839 | 5,070 | 5,312 | 5,567 | 5,830 |
| Human Resources Admin./Risk Manager | Non-Represented | 8N | 6,528 | 6,854 | 7,197 | 7,556 | 7,935 |
| Journeyman Electrician/Equip. Maint. Tech. | Teamsters Non-Uniform | 21A | 4,121 | 4,327 | 4,543 | 4,770 | 5,009 |
| Judicial Assistant for Sentence Monitoring | Teamsters Non-Uniform | 15A | 3,075 | 3,229 | 3,390 | 3,560 | 3,738 |
| Lead Wastewater Treatment Plant Operator | Teamsters Non-Uniform | 24A | 4,770 | 5,009 | 5,259 | 5,522 | 5,798 |

2019 Salary Schedule - Effective January Payroll

| Class Title | Collective Bargaining Organization | Pay Range | Step A | Step B | Step C | Step D | Step E |
|---|---|------------------|---------------|---------------|---------------|---------------|---------------|
| Maintenance Technician - Electrical, Electronics & Equipm | Teamsters Non-Uniform | 21A | 4,121 | 4,327 | 4,543 | 4,770 | 5,009 |
| Mayor | Elected | Monthly | 150 | | | | |
| Municipal Court Administrator | Non-Represented | 3N | 4,639 | 4,871 | 5,114 | 5,370 | 5,639 |
| Municipal Court Judge | Non-Represented | Contract | 3,481 | | | | |
| Municipal Court Judge Pro-Tem | Non-Represented | Hourly Rate | 50.00 | | | | |
| Parking Enforcement/Evidence Technician | Teamsters Non-Uniform | 16A | 3,229 | 3,390 | 3,560 | 3,738 | 3,925 |
| Permit Technician | Teamsters Non-Uniform | 19A | 3,738 | 3,925 | 4,121 | 4,327 | 4,543 |
| Police Officer (Academy graduate) | Teamsters-Police | 22P | 5,318 | 5,573 | 5,850 | 6,133 | 6,437 |
| Police Officer (Non-academy graduate) | Teamsters-Police | 21P | 4,254 | | | | |
| Police Officer Assigned as Detective | Teamsters-Police | 23P | 5,584 | 5,852 | 6,142 | 6,440 | 6,759 |
| Police Sergeant | Teamsters-Police | 24P | 7,153 | 7,454 | | | |
| Police Sergeant Assigned as Detective | Teamsters-Police | 25P | 7,511 | 7,826 | | | |
| Poplar Tree Plantation Worker/Utility Worker I | Teamsters Non-Uniform | 17A | 3,390 | 3,560 | 3,738 | 3,925 | 4,121 |
| Poplar Tree Plantation Worker/Utility Worker II | Teamsters Non-Uniform | 18A | 3,560 | 3,738 | 3,925 | 4,121 | 4,327 |
| Planning and Building Manager | Non-Represented | 7N | 6,124 | 6,430 | 6,752 | 7,089 | 7,444 |
| Property/Facilities Manager | Non-Represented | 5N | 5,478 | 5,752 | 6,039 | 6,341 | 6,658 |
| Property Maintenance Technician I | Teamsters Non-Uniform | 19A | 3,738 | 3,925 | 4,121 | 4,327 | 4,543 |
| Property Maintenance Technician II | Teamsters Non-Uniform | 21A | 4,121 | 4,327 | 4,543 | 4,770 | 5,009 |
| Property Maintenance Worker | Teamsters Non-Uniform | 15A | 3,075 | 3,229 | 3,390 | 3,560 | 3,738 |
| Public Works Director | Non-Represented | 11N | 7,556 | 7,935 | 8,332 | 8,749 | 9,187 |
| Public Works Office Manager | Teamsters Non-Uniform | 20A | 3,925 | 4,121 | 4,327 | 4,543 | 4,770 |
| Records Technician | Teamsters Non-Uniform | 15A | 3,075 | 3,229 | 3,390 | 3,560 | 3,738 |
| Recreation Assistant | Teamsters Non-Uniform | 13A | 2,790 | 2,929 | 3,075 | 3,229 | 3,390 |
| Recreation/Aquatics Manager | Non-Represented | 5N | 5,478 | 5,752 | 6,039 | 6,341 | 6,658 |
| Storm/Wastewater Collection Specialist | Teamsters Non-Uniform | 19A | 3,738 | 3,925 | 4,121 | 4,327 | 4,543 |
| Street/Stormwater Superintendent | Non-Represented | 5N | 5,478 | 5,752 | 6,039 | 6,341 | 6,658 |
| Traffic Control Technician | Teamsters Non-Uniform | 20A | 3,925 | 4,121 | 4,327 | 4,543 | 4,770 |
| Utility Customer Service Representative I | Teamsters Non-Uniform | 15A | 3,075 | 3,229 | 3,390 | 3,560 | 3,738 |
| Utility Customer Service Representative II | Teamsters Non-Uniform | 16A | 3,229 | 3,390 | 3,560 | 3,738 | 3,925 |
| Vehicle Maintenance Technician | Teamsters Non-Uniform | 20A | 3,925 | 4,121 | 4,327 | 4,543 | 4,770 |
| Wastewater Laboratory Assistant | Teamsters Non-Uniform | 17A | 3,390 | 3,560 | 3,738 | 3,925 | 4,121 |
| Wastewater Laboratory Technician II | Teamsters Non-Uniform | 20A | 3,925 | 4,121 | 4,327 | 4,543 | 4,770 |
| Wastewater Superintendent | Non-Represented | 7N | 6,124 | 6,430 | 6,752 | 7,089 | 7,444 |
| Wastewater Treatment Operator | Teamsters Non-Uniform | 20A | 3,925 | 4,121 | 4,327 | 4,543 | 4,770 |

2019 Salary Schedule - Effective January Payroll

| Class Title | Collective Bargaining Organization | Pay Range | Step A | Step B | Step C | Step D | Step E |
|--|------------------------------------|-----------|--------|--------|--------|--------|--------|
| Water Distribution Operator I | Teamsters Non-Uniform | 18A | 3,560 | 3,738 | 3,925 | 4,121 | 4,327 |
| Water Distribution Operator I / Meter Reader | Teamsters Non-Uniform | 18A | 3,560 | 3,738 | 3,925 | 4,121 | 4,327 |
| Water Distribution Operator II | Teamsters Non-Uniform | 19A | 3,738 | 3,925 | 4,121 | 4,327 | 4,543 |
| Water Superintendent | Non-Represented | 5N | 5,478 | 5,752 | 6,039 | 6,341 | 6,658 |
| Water Treatment Operator I | Teamsters Non-Uniform | 19A | 3,738 | 3,925 | 4,121 | 4,327 | 4,543 |
| Water Treatment Operator II | Teamsters Non-Uniform | 22A | 4,327 | 4,543 | 4,770 | 5,009 | 5,259 |

| Temporary and Seasonal Hourly Rates - 2019 (change to minimum wage \$12.00 per hour in 2019) | | | | | |
|--|------|--------------------------------|--------|--------|--------|
| | | | Step A | Step B | Step C |
| Lifeguard | pt1 | Pool | 12.00 | 12.60 | 13.23 |
| Swimming Pool Cashier | pt1 | Pool | 12.00 | 12.60 | 13.23 |
| Lifeguard/Instructor | pt2 | Pool | 12.60 | 13.23 | 13.89 |
| Water Safety Instructor | pt2 | Pool | 12.60 | 13.23 | 13.89 |
| Senior Instructor | pt3 | Pool | 13.23 | 13.89 | 14.58 |
| Senior Lifeguard | pt3 | Pool | 13.23 | 13.89 | 14.58 |
| Swimming Pool Assistant Manager | pt4 | Pool | 15.18 | 15.94 | 16.74 |
| Swimming Pool Manager | pt8 | Pool | 21.39 | 22.46 | 23.58 |
| | | | | | |
| | | | | | |
| Recreation Aide | pt1 | Parks and Recreation | 12.00 | 12.60 | 13.23 |
| Property Maintenance Aide | pt5 | Facility, Parks and Recreation | 13.00 | 15.00 | 17.00 |
| Tournament Director | pt12 | Parks and Recreation | 18.50 | 19.40 | 20.35 |

EMPLOYEES
FULL TIME EQUIVALENTS (FTE)*
By Department and Division Within General Fund and By Fund Elsewhere

| Department / Classification | 2016 Actual | 2017 Actual | 2018 Adopted | 2018 Amended Budget | 2019 Proposed Budget | Change from |
|---|----------------|----------------|-----------------|---------------------------|----------------------------|-----------------------------------|
| | | | | | | 2018 Amended to 2019 Budget |
| Engineering Tech II | 0.00 | 0.00 | 0.00 | 0.00 | 0.46 | 0.46 |
| Maintenance Tech - Electrical | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Lead Wastewater Treatment Plant Operator | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| WW Treatment Operator II | 3.00 | 3.00 | 3.00 | 3.00 | 3.00 | 0.00 |
| Wastewater Laboratory Tech. II | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Wastewater Laboratory Assistant | 0.50 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Storm/Wastewater Collection Specialist | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 0.00 |
| Poplar Tree Plantation Worker/Utility Worker 1 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Poplar Tree Plantation Worker/Utility Worker II | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 | 0.00 |
| Property Maintenance Aide (Seasonal) | 0.00 | 0.92 | 0.00 | 0.92 | 0.92 | 0.00 |
| Total Wastewater Employees (FTE) | 11.86 | 12.30 | 11.42 | 12.34 | 13.54 | 1.20 |
| PUBLIC WORKS - WATER | | | | | | |
| Public Works Director | 0.25 | 0.20 | 0.20 | 0.20 | 0.20 | 0.00 |
| Public Works Office Manager | 0.25 | 0.25 | 0.20 | 0.20 | 0.20 | 0.00 |
| Community Development Director | 0.00 | 0.10 | 0.10 | 0.10 | 0.20 | 0.10 |
| Planning and Building Manager | 0.00 | 0.00 | 0.00 | 0.00 | 0.10 | 0.10 |
| Water Superintendent | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Engineering Tech. III | 0.40 | 0.45 | 0.49 | 0.49 | 0.49 | 0.00 |
| Engineering Tech II | 0.00 | 0.00 | 0.00 | 0.00 | 0.49 | 0.49 |
| Maintenance Tech -Electrical | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Water Treatment Plant Operator II | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Water Treatment Plant Operator I | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 0.00 |
| Water Distribution Operator I | 1.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Water Distribution Operator II | 1.00 | 2.00 | 2.00 | 2.00 | 2.00 | 0.00 |
| Meter Reader | 1.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Water Distribution Operator I/Meter Reader | 1.00 | 2.00 | 2.00 | 2.00 | 2.00 | 0.00 |
| Public Works Maintenance Aide (Seasonal) | 0.00 | 0.68 | 0.00 | 0.68 | 0.23 | -0.45 |
| Vehicle Maintenance Tech. | 0.46 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Utility Customer Service Rep. Seasonal | 0.00 | 0.23 | 0.00 | 0.00 | 0.00 | 0.00 |
| Utility Customer Service Rep. I | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Utility Customer Service Rep. II | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Total Water Employees (FTE) | 12.36 | 13.91 | 12.99 | 13.67 | 13.91 | 0.24 |
| STORM WATER | | | | | | |
| Public Works Director | 0.25 | 0.20 | 0.20 | 0.20 | 0.20 | 0.00 |
| Street/Stormwater Superintendent | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 | 0.00 |
| Public Works Office Manager | 0.25 | 0.25 | 0.20 | 0.20 | 0.20 | 0.00 |
| Community Development Director | 0.00 | 0.15 | 0.05 | 0.05 | 0.15 | 0.10 |
| Planning and Building Manager | 0.00 | 0.00 | 0.00 | 0.00 | 0.10 | 0.10 |
| Storm/Wastewater Collection Specialist | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Storm/Wastewater Collection Specialist | 0.00 | 0.50 | 0.50 | 0.50 | 0.50 | 0.00 |
| Engineering Tech. III | 0.13 | 0.06 | 0.03 | 0.03 | 0.20 | 0.17 |
| Engineering Tech II | 0.00 | 0.00 | 0.00 | 0.00 | 0.20 | 0.20 |
| Equipment Operator I | 0.25 | 0.25 | 0.25 | 0.25 | 0.25 | 0.00 |
| Equipment Operator II | 0.25 | 0.25 | 0.25 | 0.25 | 0.25 | 0.00 |
| PW Property Maint. Aide (Seasonal) | 0.26 | 0.26 | 0.00 | 0.26 | 0.26 | 0.00 |
| Vehicle Maintenance Tech. | 0.00 | 0.00 | 0.00 | 0.00 | 1.00 | 1.00 |
| Total Storm Water Employees (FTE) | 2.89 | 3.42 | 2.98 | 3.24 | 4.81 | 1.57 |
| AIRPORT | | | | | | |
| Airport Director | 1.00 | 1.00 | 1.00 | 0.00 | 0.00 | 0.00 |
| Community Development Director | 0.00 | 0.15 | 0.15 | 0.15 | 0.25 | 0.10 |
| Airport Operations Coordinator | 0.00 | 0.00 | 0.00 | 1.00 | 1.00 | 0.00 |
| Airport Maintenance Technician | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Office Manager | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |

EMPLOYEES
FULL TIME EQUIVALENTS (FTE)*
 By Department and Division Within General Fund and By Fund Elsewhere

| Department / Classification | 2016 Actual | 2017 Actual | 2018 Adopted | 2018 Amended Budget | 2019 Proposed Budget | Change from 2018 Amended to 2019 Budget |
|---|----------------|----------------|-----------------|---------------------------|----------------------------|--|
| GENERAL FUND | | | | | | |
| CITY MANAGER | | | | | | |
| City Manager | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Administrative Assistant | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Total City Manager Employees (FTE) | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 0.00 |
| CITY CLERK | | | | | | |
| City Clerk | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Total City Clerk Employees (FTE) | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| MUNICIPAL COURT | | | | | | |
| Judge | 0.35 | 0.35 | 0.35 | 0.35 | 0.35 | 0.00 |
| Court Administrator | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Court Clerk | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Judicial Assistant /Sentence Monitor | 0.73 | 0.73 | 0.73 | 0.73 | 0.73 | 0.00 |
| Court Bailiff | 0.10 | 0.10 | 0.10 | 0.10 | 0.10 | 0.00 |
| Total Municipal Court Employees (FTE) | 3.18 | 3.18 | 3.18 | 3.18 | 3.18 | 0.00 |
| FINANCE | | | | | | |
| Finance Manager | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Financial Analyst | 0.00 | 0.00 | 0.80 | 0.80 | 0.30 | -0.50 |
| Payroll Accountant | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Accounting Tech II | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Total Finance Employees (FTE) | 3.00 | 3.00 | 3.80 | 3.80 | 3.30 | -0.50 |
| HUMAN RESOURCES | | | | | | |
| Human Resources/Risk Manager | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Administrative Assistant* | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Human Resources Employees (FTE) | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| FACILITIES AND PARKS | | | | | | |
| Public Works Director | 0.00 | 0.20 | 0.20 | 0.20 | 0.20 | 0.00 |
| Public Works Office Manager | 0.00 | 0.00 | 0.20 | 0.20 | 0.20 | 0.00 |
| Community Development Director/Engineer | 0.00 | 0.00 | 0.00 | 0.00 | 0.05 | 0.05 |
| Property/Facilities Manager | 0.00 | 0.00 | 0.00 | 1.00 | 1.00 | 0.00 |
| Property Maintenance Tech. II | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Property Maintenance Tech. I | 4.00 | 5.00 | 5.00 | 4.00 | 4.00 | 0.00 |
| Property Maintenance Worker | 1.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Property Maintenance Aide (seasonal) | 0.98 | 2.10 | 0.00 | 0.98 | 3.10 | 2.12 |
| Total Facilities & Parks Employees (FTE) | 5.98 | 7.30 | 5.40 | 6.38 | 8.55 | 2.17 |
| FIRE | | | | | | |
| Fire Chief | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Department Administrative Assistant | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Fire Captain | 4.00 | 4.00 | 4.00 | 4.00 | 4.00 | 0.00 |
| Firefighter/Engineer | 7.00 | 7.00 | 7.00 | 7.00 | 8.00 | 1.00 |
| Firefighter/Paramedic | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 | -1.00 |
| Reserve Firefighter | 1.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Civil Service Examiner | 0.10 | 0.10 | 0.10 | 0.10 | 0.00 | -0.10 |
| Total Fire Employees (FTE) | 15.10 | 14.10 | 14.10 | 14.10 | 14.00 | -0.10 |
| PLANNING AND BUILDING | | | | | | |
| Community Development Director/Engineer | 1.00 | 0.60 | 0.55 | 0.55 | 0.05 | -0.50 |
| Comprehensive Planner | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Permit Technician | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |

EMPLOYEES
FULL TIME EQUIVALENTS (FTE)*
 By Department and Division Within General Fund and By Fund Elsewhere

| Department / Classification | 2016 Actual | 2017 Actual | 2018 Adopted | 2018 Amended Budget | 2019 Proposed Budget | Change from 2018 Amended to 2019 Budget |
|--|----------------|----------------|-----------------|---------------------------|----------------------------|--|
| Dev Rev Specialist/Bldg. Inspector | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Planning and Building Manager | 0.00 | 0.00 | 0.00 | 0.00 | 0.60 | 0.60 |
| Total Planning & Building Employees (FTE) | 3.00 | 2.60 | 2.55 | 2.55 | 2.65 | 0.10 |
| POLICE | | | | | | |
| Chief of Police | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Deputy Chief | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Administrative Assistant | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Records Technician | 2.00 | 2.00 | 2.00 | 2.00 | 2.00 | 0.00 |
| Police Sergeant | 3.00 | 4.00 | 4.00 | 4.00 | 4.00 | 0.00 |
| Police Officer | 12.00 | 12.00 | 12.00 | 12.00 | 12.00 | 0.00 |
| Police Officer (vacant)-1FTE* | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Parking Enforcement/Evidence Technician | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Community Services Officer | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Civil Service Examiner | 0.05 | 0.05 | 0.05 | 0.05 | 0.00 | -0.05 |
| Total Police Employees (FTE) | 22.05 | 23.05 | 23.05 | 23.05 | 23.00 | -0.05 |
| RECREATION | | | | | | |
| Administrative Assistant | 1.00 | 1.50 | 1.50 | 1.50 | 1.50 | 0.00 |
| Recreation Assistant | 0.75 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Swimming Pool Staff (Seasonal) | 2.00 | 3.00 | 2.00 | 2.00 | 3.00 | 1.00 |
| Recreational Aides (Seasonal) | 2.08 | 1.00 | 0.00 | 2.08 | 0.00 | -2.08 |
| Recreation/Aquatics Manager | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Community Development Director | 0.00 | 0.00 | 0.00 | 0.00 | 0.02 | 0.02 |
| Total Recreation Employees (FTE) | 6.83 | 6.50 | 4.50 | 6.58 | 5.52 | -1.06 |
| PUBLIC WORKS - STREETS | | | | | | |
| Public Works Director | 0.25 | 0.20 | 0.20 | 0.20 | 0.20 | 0.00 |
| Public Works Office Manager | 0.25 | 0.25 | 0.20 | 0.20 | 0.20 | 0.00 |
| Street/Stormwater Superintendent | 0.50 | 0.50 | 0.50 | 0.50 | 0.50 | 0.00 |
| Vehicle Maintenance Tech. | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Engineering Tech. III | 0.11 | 0.06 | 0.06 | 0.06 | 0.30 | 0.24 |
| Engineering Tech II | 0.00 | 0.00 | 0.00 | 0.00 | 0.30 | 0.30 |
| Equipment Operator I | 0.75 | 0.50 | 0.50 | 0.50 | 0.50 | 0.00 |
| Equipment Operator II | 0.75 | 0.50 | 0.50 | 0.50 | 0.50 | 0.00 |
| Community Development Director | 0.00 | 0.00 | 0.05 | 0.05 | 0.08 | 0.03 |
| Planning and Building Manager | 0.00 | 0.00 | 0.00 | 0.00 | 0.10 | 0.10 |
| Property Maint. Aide (Seasonal) | 1.20 | 0.80 | 0.00 | 1.20 | 0.80 | -0.40 |
| Total PW Street Employees (FTE) | 4.81 | 3.81 | 3.01 | 4.21 | 4.48 | 0.27 |
| TOTAL GENERAL FUND | 67.95 | 67.54 | 63.59 | 67.85 | 68.68 | 0.83 |
| PUBLIC WORKS - ARTERIAL STREET | | | | | | |
| Equipment Operator I | 0.00 | 0.25 | 0.25 | 0.25 | 0.25 | 0.00 |
| Equipment Operator II | 0.00 | 0.25 | 0.25 | 0.25 | 0.25 | 0.00 |
| Storm/Wastewater Collection Specialist | 0.00 | 0.50 | 0.50 | 0.50 | 0.50 | 0.00 |
| Total Arterial Street Employees (FTE) | 0.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| PUBLIC WORKS - WASTEWATER | | | | | | |
| Public Works Director | 0.25 | 0.20 | 0.20 | 0.20 | 0.20 | 0.00 |
| Public Works Office Manager | 0.25 | 0.25 | 0.20 | 0.20 | 0.20 | 0.00 |
| Administrative Assistant (PT) | 0.00 | 0.00 | 0.00 | 0.00 | 0.50 | 0.50 |
| Wastewater Superintendent | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Community Development Director/Engineer | 0.00 | 0.00 | 0.10 | 0.10 | 0.20 | 0.10 |
| Building and Planning Manager | 0.00 | 0.00 | 0.00 | 0.00 | 0.10 | 0.10 |
| Engineering Tech. III | 0.36 | 0.43 | 0.42 | 0.42 | 0.46 | 0.04 |

EMPLOYEES
FULL TIME EQUIVALENTS (FTE)*
 By Department and Division Within General Fund and By Fund Elsewhere

| Department / Classification | 2016 Actual | 2017 Actual | 2018 Adopted | 2018 Amended Budget | 2019 Proposed Budget | Change from |
|--|----------------|----------------|-----------------|---------------------------|----------------------------|-----------------------------------|
| | | | | | | 2018 Amended to 2019 Budget |
| Airport Maintenance Worker | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Planning and Building Manager | 0.00 | 0.00 | 0.00 | 0.00 | 0.10 | 0.10 |
| Summer Intern | 0.25 | 0.25 | 0.25 | 0.25 | 0.25 | 0.00 |
| Total Airport Employees (FTE) | 4.25 | 4.40 | 4.40 | 4.40 | 4.60 | 0.20 |
| TOTAL CITY-WIDE EMPLOYEES (FTE) | 99.31 | 102.57 | 96.38 | 102.50 | 106.54 | 4.04 |

This Page Intentionally Left Blank