

City of Chehalis, Washington

Adopted 2018 Budget

For the Fiscal Year
January 1, 2018
Through
December 31, 2018



CITY OF CHEHALIS, WASHINGTON

Adopted 2018 Budget

For the Fiscal Year: January 1- December 31, 2018



CITY OF CHEHALIS
Adopted 2018 Budget
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CITY OFFICIALS AND STAFF

ELECTED OFFICIALS

Chehalis Mayor & City Council

Dennis Dawes, Mayor	At-Large	Expires 12/31/17
Terry Harris, Mayor Pro-tem	District 1	Expires 12/31/19
Daryl Lund, Councilmember	District 2	Expires 12/31/19
Anthony Ketchum, Councilmember	District 3	Expires 12/31/19
Dr. Isaac Pope, Councilmember	District 4	Expires 12/31/19
Chad Taylor, Councilmember	At-Large	Expires 12/31/17
Robert Spahr, Councilmember	At-Large	Expires 12/31/17

APPOINTED CITY OFFICIALS

City Staff

Jill Anderson, City Manager

Bill Hillier, City Attorney

Caryn Foley, City Clerk

Dale McBeth, Municipal Court Judge

Melody Guenther, Municipal Court Administrator

Judy Schave, Human Resources/Risk Manager

Glenn Schaffer, Police Chief

Ken Cardinale, Fire Chief

Rick Sahlin, Public Works Director

Tim McGuire, Interim Finance Manager

Trent Lougheed, Community Development Director & Interim Airport Director

Lilly Wall, Recreation Manager

CITY OF CHEHALIS

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November 1, 2017

Dear Honorable Mayor Dawes and Members of the City Council,

The proposed budget for 2018 represents the efforts of 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 invested significant time and effort to provide guidance and insights through the budget review process. Those discussions provided sound policy and budget guidance in the administrative preparation of the proposed 2018 Budget that is now being presented to the entire City Council and the community for consideration and review.

I will also take this opportunity to recognize the former Finance Manager, Judy Pectol, who retired at the end of September 2017. She worked extremely hard over her three years with the City, which is truly appreciated. As was typical of Judy, she put in lots of extra hours so that we would have the first draft of the budget document prior to her retirement. While it was challenging to have the Finance Manager retire during the preparation of the proposed draft budget, the department directors, managers, and program administrators and their staffs, did a commendable job of preparing their budgets in the midst of the transition in Finance. Special thanks to Betty Brooks, Accountant; Nichole Paulis, Public Works Office Manager; Denny Peace, Administrative Assistant to the City Manager; and Tim McGuire, Interim Finance Director, for their extra effort through the process.

OVERVIEW

The proposed 2018 budget is balanced and the ending general fund balance is projected to be 10.5%, which is just above the 10% reserve requirement set forth in City Council policy. Further, there is no general property tax increase projected in the proposed budget, consistent with previous City Council direction.

While general fund revenues in 2018 are projected to be less than in 2017, this is due to one-time grant revenues of \$836,470 received in 2017 that will not be received in 2018. Otherwise, revenues are generally stable, with some projected increases in the sales and property tax, and a reduction in the City's utility taxes based on what the City is receiving in 2017. A summary of the general fund, as well as the City's restricted funds, is provided later in this budget message. Additional detail for each department and each fund can also be found in the body of the budget document.

The 2018 budget was prepared to reflect a realistic assessment of the cost to maintain the current level of municipal services. It includes an ambitious list of one-time projects to continue to address maintenance of city facilities that was deferred during the recession and the subsequent long and slow recovery. Equipment and vehicle replacements have also been scheduled, using purchase or lease agreements, to replace equipment and vehicles that have been malfunctioning on a regular basis impacting the ability to serve the public. However, no new full-time staff positions are included in the proposed budget. While the need for additional staff is needed, it is premature to add any positions to the budget while labor agreements with the City's largest general fund departments, police and fire, are being negotiated.

The proposed budget does include the wage adjustments for the City's non-uniformed personnel that were approved in 2017 to bring the majority of the employees in that bargaining group at or near the average wage provided by comparable cities over the next two years. As noted above, the City is currently in mediation with the police and fire bargaining groups, so the completion of those agreements will likely increase the cost of providing services in 2018. Employee wages in both groups are funded almost entirely by the general fund, so it is expected that a budget adjustment will be needed after the first quarter of 2018 to reflect the impact of the police and fire collective bargaining agreements on the 2018 budget.

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 approved by the City Council has helped fund the chip sealing and crack sealing of street and road miles within our city limits. More significant street improvement projects have also been initiated due to a .02% increase in the sales tax approved by voters for the Transportation Benefit District. The tax went into effect in July 2017 and the associated revenues will be used to fund street and road projects in Chehalis, consistent with legal restrictions.

FUTURE CONSIDERATIONS

Fortunately, the City's budget situation is stable and barring any major change in the economy or workforce, that should continue to be the case. However, there are some issues of concern that will have significant budget impacts in the coming years, including:

- The significant cost of addressing maintenance and repairs to the City's aging buildings and facilities, particularly the historic fire station, as well as the replacement of equipment and vehicles for efficiency and safety this year and in the years to come.
- The collective bargaining agreements with the City's police officers and firefighters remain unsettled and are currently in mediation.
- 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.
- Evaluating the results of a study addressing the feasibility of establishing a dispatch center with the City of Centralia and the Riverside Fire Authority. This study was deemed necessary in consideration of the ongoing concerns regarding the quality and cost of the 9-1-1 services currently provided by Lewis County.
- Completing the engineering and design for improvements at Recreation Park and developing a plan for funding the construction of the improvements.

These issues and others will be discussed during a strategic planning session scheduled for November 20, 2017. The working session will provide the City Council and management team an opportunity to work together to set three goals consistent with City's highest priorities, as well as objectives for the coming year.

The various City funds are summarized below, followed by closing comments.

GENERAL FUND SUMMARY

General Fund (Fund 001)

Revenues: It is projected that general fund revenues will be down 7.42% from 2017, primarily due the \$836,470 in one-time grants received in 2017 that will not be received in 2018. Other revenues are expected to remain relatively stable, with the notable exceptions of 1) projected growth of 4.03% in the property tax to reflect the robust real estate market that should be reflected in higher assessed values; and 2) projected growth of 4.06% in the sales tax to reflect the continuing strong performance of the City's retail base. Sales tax is the City's largest revenue source and represents more revenue than the property tax and utility tax combined, which are the second and third largest revenue sources used to fund municipal services. 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 one to 3 years. Therefore, sales tax trends will be monitored closely.

The proposed budget includes no increase in the property tax levy except for new construction and annexations. No changes to the EMS levy are proposed and it remains at the maximum rate of 50 cents per thousand of assessed property value to help offset the cost of funding EMS services provided by the Fire Department. All city services not specifically funded in another fund are paid with general fund revenues.

Expenditures: The proposed budget projects expenditures of \$9,652,146, which is 3.74% less than in 2017. The combined budgets of the Police and Fire Departments represent 54% of general fund expenditures in 2018, which reflects the high priority of keeping residents and visitors in Chehalis safe. Multiple one-time expenditures are included in the proposed budget to replace vehicles and equipment that are malfunctioning on a regular basis. In addition, the investment in maintaining city facilities to prevent deterioration and present a professional environment for the public that began in 2017 continues in 2018. Municipal services are delivered primarily through people, which is the largest ongoing cost to the General Fund. The proposed expenditures reflect the collective bargaining agreement with the City's non-uniformed personnel that was approved in 2017. Agreements with the City's police and fire unions have not been approved and both are currently in mediation.

In order to prevent an artificially high estimate of the City's ending fund balance, going into 2018, the City Council approved the first reading of a budget amendment on October 23, 2017 that included the allocation of funds for salary payments that are likely to be due retroactive to January 1, 2017. This was done in anticipation that labor agreements will be settled and approved by the respective labor groups and the City Council in the near future. As a result, the general fund balance, estimated to be 12.7% at the end of 2017, is a realistic number based on what we can plan for at this time. However, that adjustment only covers the amount due for 2017. In an attempt to budget for potential wage adjustments, 2018 wages have been increased 4% for employees not covered by the non-uniformed agreement, including unrepresented employees, to get a more realistic assessment of the City's financial position. Again, the police and fire agreements are retroactive to 2017, so any increase that would apply in 2017 and be a base for 2018 wages is **not** included in the proposed budget for 2018.

The final wage adjustments are subject to approval of the collective bargaining agreements by the respective employee bargaining groups and the City Council.

Ending Fund Balance: The projected ending fund balance, also referred to as fund reserve, is estimated to be 10.5% of revenues at the end of 2018. This meets and slightly exceeds 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 2018, it is anticipated that there will be a transfer in of \$203,580 with expenditures of \$164,900.

Building Abatement (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. This fund remains fully funded at \$100,000.

Arterial Street (Fund 103)

The Arterial Street Fund is state funded and primarily used for the "oiling and chip sealing" program for our city streets. For 2017 we estimate that the revenue for this fund will be \$148,000, which is 4.8% less than in 2017 due to lower gas tax revenues.

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 and revenues of \$850,600 are anticipated for 2018, the first full year of collection. The use of these funds is restricted by law and must be used for street projects in Chehalis. Proposed 2018 project costs are estimated to be \$500,000.

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 Council approved the 2018 recommendations of the LTAC on October 23, 2017. Revenues are projected to remain stable in 2018, which is an indication that new ways to grow this revenue source will be needed in the future. For 2018, it is estimated that the revenues will be \$233,000 and approved expenditures are \$317,435, including \$100,000 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.

Community Development and Housing Funds (Funds 195 and 197)

These funds have been largely depleted. We estimate that the ending fund balance at the end of 2017 will be \$10,036 and \$70,806 respectively. There are no plans to spend the remaining balances in 2018; however, the Council Budget Committee would like to explore how the City might best use these funds in the future consistent with the 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 Bond. For 2018 the budgeted expenditures total \$102,510. Transfers in from the general fund and the two REET funds are allocated to this account 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 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 account for future public facilities improvements due to a lack of funds. In 2018, it is proposed that money from the LTAC and REET funds be transferred into this fund to address some facility repairs that must be done including: repairs to the fire station; the pool liner replacement; the replacement of the pool boiler; and the remaining engineering and design of the proposed improvements at Recreation Park. The total transfer in would be \$420,000 to cover the expenses

with an ending balance of zero. As funds allow, an annual allocation to the Public Facilities Reserve Fund should be considered to fund significant maintenance and repair projects over time.

Automotive/Equipment Reserve Fund (Fund 302)

This fund was established to accumulate funds over two or more years for the purchase of vehicles or equipment; however, after the recession of 2007-2009, and the subsequent long recovery, funds were not set aside for this purpose. It is proposed that an allocation be considered during the course of 2018 if resources are available.

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. In 2018, it is proposed that some REET monies be transferred out to fund the debt service for the 2011 General Obligation Bond, as well as to the Public Facilities Reserve fund to fund the following projects consistent with fund restrictions: repairs to the fire station; the portion of the pool liner replacement not funded by LTAC; the pool boiler; and completion of the engineering and design of the improvements at Recreation Park. The projected ending balance for 1st Quarter Percent REET is \$114,692 and the projected ending balance for the 2nd Quarter Percent REET is \$132,479.

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. It is estimated that the revenues will be \$6,225 and expenditures will be \$6,005, with an ending fund balance of \$8,588.

Wastewater Fund (Fund 404)

Revenues for this enterprise fund are projected to be \$5,518,992 with expenditures of 4,907,395 which is a reduction from 2017 as the work on the Infiltration and Inflow project for Basin 1022 was completed in 2017. The projected fund balance is \$6,528,305.

Water Fund (Fund 405)

Revenues for this enterprise fund are estimated to be \$2,830,884 in 2018. Expenditures are projected to be \$2,923,461, including one-time expenditures of \$300,000. The projected fund balance at the end of 2018 is estimated to be \$4,235,066.

Storm & Surface Water Utility Fund (Fund 406)

The Storm & Surface Water Fund provides planning, construction, operation and maintenance of the City's storm drainage system. The projected revenues are \$573,130 with planned expenditures of \$696,351. The estimated ending fund balance is \$743,611.

Airport Fund (Fund 407)

This fund is dedicated and restricted to the operation of the Chehalis-Centralia Airport. The 2018 budget is the first year that does not include payments on the Airport's General Obligation Bond, which was paid in full in June 2017 with funds held by Lewis County. In 2018, the projected revenues are estimated to be \$2,052,259 with estimated expenditures of \$1,957,269. The projected fund balance at the end of 2018 is expected to be \$370,962.

Firemen's Pension Fund (Fund 611)

In 2018, the firemen's pension fund has an expenditure budget of \$78,500, with projected revenues of \$148,950 and an ending fund balance of \$766,757. This fund is restricted to payments to retirees who had pre-LEOFF service credits. LEOFF is the acronym for Law Enforcement Officers' and Fire Fighters' Retirement System.

City Agency Fund (Fund 633)

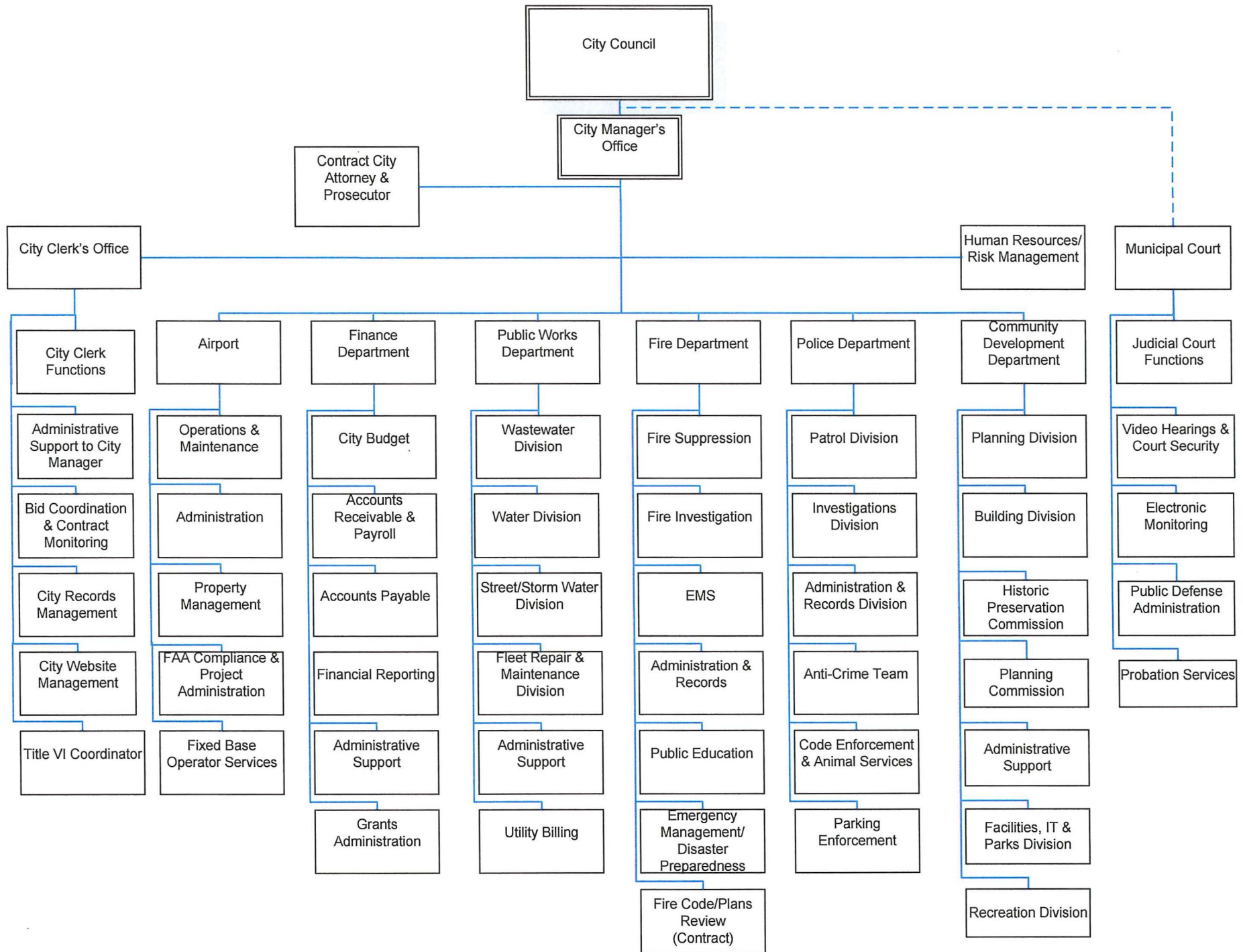
This fund was established to account for the funds received by the Municipal Court that are owed to a person or an agency. They are held in this fund until it can be determined what disbursements need to be made and to whom. The fund was first established when the City converted to the cash basis of accounting. Expenditures are offset by expenses, both of which are estimated to be \$360,000 with a projected fund balance of \$9,560.

CLOSING COMMENTS

In closing, I am pleased to present the City Council and the community with a budget that maintains basic municipal services; provides a General Fund reserve; does not raise basic taxes or fees; and sets forth an ambitious plan to address deferred maintenance needs by making a series of one-time expenditures to repair and improve several City buildings. I am honored to serve you, the staff, and the community as your City Manager. Your continued support as we move through the 2018 Budget process and beyond is truly appreciated.

Sincerely,

Jill Anderson
City Manager



ORDINANCE 985-B
Exhibit "A"

CITY OF CHEHALIS BUDGET
2018 Proposed Budget Summary
All Funds

FUND NAME	Est. Beg. Fund Balance	Revenue	Operating Transfers In	Expend- itures	Operating Transfers Out	Est. End. Fund Balance
General Fund	1,292,910	9,426,997	-	9,434,955	220,191	1,064,761
Dedicated Street Fund - 4% Sales Tax	20,533	500	184,625	164,900	-	40,758
Building Abatement Fund	90,200	200	9,596	-	-	99,996
Arterial Street Fund	109,938	148,500	-	160,060	-	98,378
Transportation Benefit District	217,880	850,600	-	500,000	-	568,480
Tourism Fund	261,082	233,800	-	217,435	100,000	177,447
Community Dev. Block Grant Fund	111	10,000	-	75	-	10,036
HUD Block Grant Fund	70,706	100	-	-	-	70,806
2011 G.O. Bond Fund	-	-	102,510	102,510	-	-
Public Facilities Reserve Fund	-	-	420,000	420,000	-	-
Automotive/Equip. Res. Fund	461	-	-	-	-	461
1st Quarter REET Fund	186,857	90,700	-	-	162,865	114,692
2nd Quarter REET Fund	275,504	90,650	-	-	233,675	132,479
Garbage Fund	6,868	6,445	-	6,005	-	7,308
Wastewater Fund	4,125,346	5,518,992	-	4,947,395	-	4,696,943
Water Fund	4,515,851	2,830,884	-	2,923,461	-	4,423,274
Storm & Surface Water Fund	866,832	573,130	-	696,351	-	743,611
Airport Fund	237,974	2,090,259	-	1,957,269	-	370,964
Firemen's Pension Fund	696,307	148,950	-	78,500	-	766,757
City Agency Fund	9,560	360,000	-	360,000	-	9,560
TOTALS	12,984,920	22,380,707	716,731	21,968,916	716,731	13,396,711

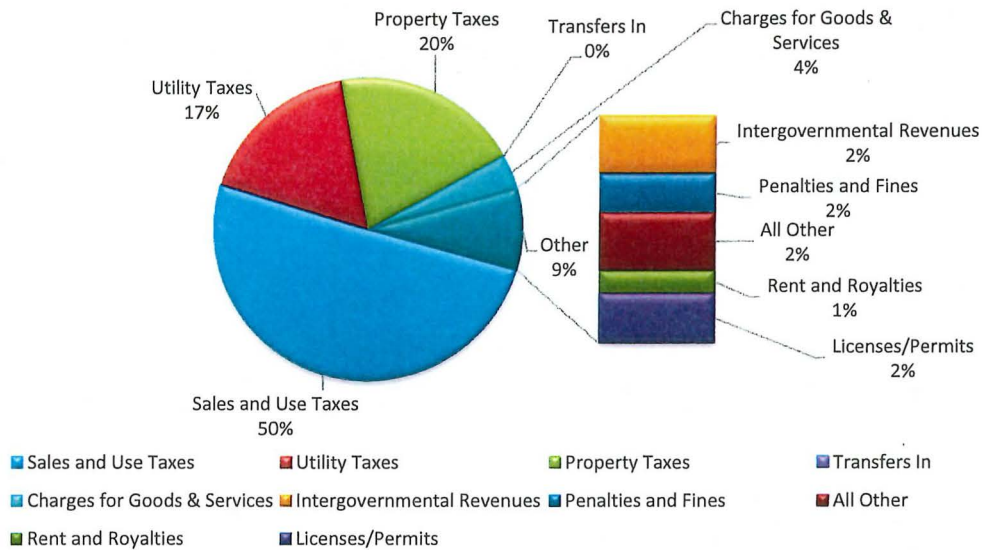
CITY OF CHEHALIS 2018 BUDGET

GENERAL FUND SUMMARY BY TOTAL REVENUES AND EXPENDITURES BY DEPARTMENT

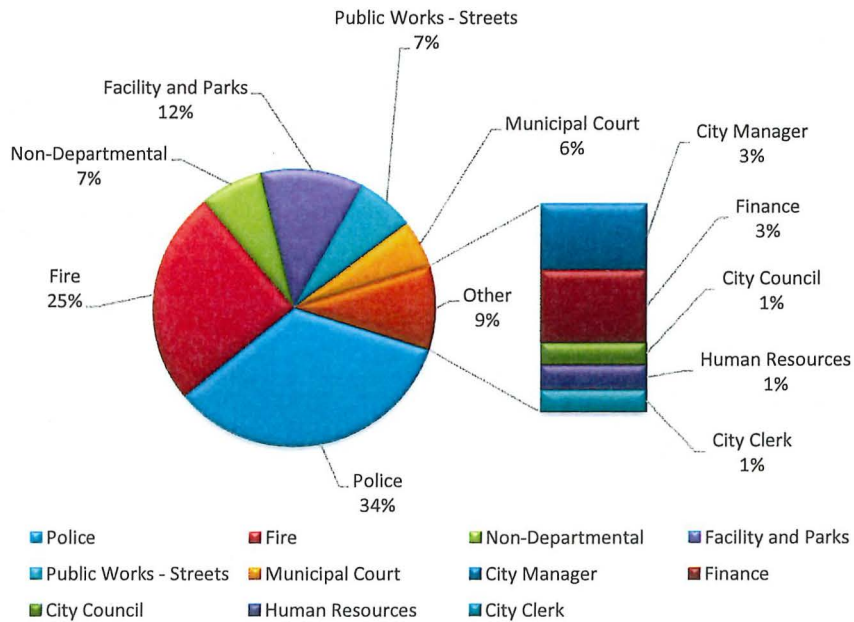
		ACTUAL	BUDGET AS OF 12/11/2017				BUDGET			
			Original Adopted	Budget As	Budget As	Amended	Adopted	Adopted	Adopted	
		Total	Budget	Amended	One-Time	Amended	Recurring	One-Time	Total	% Chg
BEGINNING FUND BALANCES		2016	2017	Recurring Rev/Exp	Rev/Exp	2017	2018	2018	2018	17-18
January 1		1,512,139	1,137,916	1,137,916	0	1,137,916	1,292,910	0	1,292,910	13.62%
REVENUES										
Total Revenues		9,024,104	8,814,149	9,286,226	895,999	10,182,225	9,426,997	0	9,426,997	-7.42%
EXPENDITURES										
	Dept #s									
City Council	B1	77,810	92,351	92,351	0	92,351	92,364	0	92,364	0.01%
City Manager	D1	279,885	312,582	358,831	0	358,831	275,562	0	275,562	-23.21%
City Clerk	E4	65,544	79,915	79,915	0	79,915	92,079	0	92,079	1.32%
Municipal Court	C1	498,314	480,523	480,523	0	480,523	486,482	0	486,482	1.24%
Finance	E1	176,396	231,511	227,780	0	227,780	302,373	0	302,373	32.75%
Human Resources	G2	75,389	80,584	81,284	0	81,284	89,409	15,000	104,409	28.45%
Police	H1	2,793,024	2,927,678	2,860,305	90,000	2,950,305	3,027,134	0	3,027,134	2.60%
Fire	I1	2,048,681	2,211,515	2,113,166	173,954	2,287,120	2,214,518	0	2,214,518	-3.17%
Community Development	53	1,880,161	0	0	0	0	0	0	0	0.00%
Facilities & Parks	F2	0	791,000	968,410	0	968,410	902,264	137,000	1,039,264	100.00%
Planning & Building	P2	0	359,957	382,332	100,000	482,332	297,395	32,871	330,266	100.00%
Recreation	R1	0		447,420	50,000	497,420	454,643	0	454,643	100.00%
Public Works - Streets	K1	1,016,710	590,064	590,064	17,980	608,044	559,223	39,000	598,223	-1.62%
Non-Departmental	G1	486,413	611,351	637,916	275,000	912,916	637,829	0	637,829	-30.13%
Total Expenditures		9,398,327	8,769,031	9,320,297	706,934	10,027,231	9,431,275	223,871	9,655,146	-3.71%
ENDING FUND BALANCE		1,137,916	1,183,034	1,103,845	189,065	1,292,910	1,288,632	(223,871)	1,064,761	-17.65%

CITY OF CHEHALIS ADOPTED 2018 GENERAL FUND BUDGET

Revenue Sources (Where the Money Comes From)



What You Get for Your Tax Dollars (Where the Money Goes)



CITY OF CHEHALIS 2018 BUDGET

BUDGET YEAR 2018		FUND: GENERAL FUND								
		ACTUAL	BUDGET AS Of 12/11/2017				BUDGET			
			Original Adopted	Budget As	Budget As	Total	Adopted	Adopted	Adopted	
	Object Codes	Total 2016	Budget 2017	Amended Recurring Revenue	One-Time Revenue	Amended 2017	Recurring 2018	One-Time Revenue	Total 2018	% Chg 17-18
REVENUES										
Property Taxes 311										
Real/Personal Property Tax	010	1,215,535	1,429,432	1,429,432	0	1,429,432	1,496,045	0	1,496,045	4.66
Real/Pers Prop Tax-Del (01)	010	23,483	35,000	35,000	0	35,000	35,000	0	35,000	0.00
Real/Pers Prop Tax-EMS	011	293,067	321,528	321,528	0	321,528	327,140	0	327,140	1.75
Real/Pers Tax-EMS Del (01)	011	4,437	6,500	6,500	0	6,500	6,500	0	6,500	0.00
Total Property Taxes		1,536,521	1,792,460	1,792,460	0	1,792,460	1,864,685	0	1,864,685	4.03
Sales & Use Taxes 313										
General	011	4,048,621	4,044,090	4,430,090	0	4,430,090	4,615,427	0	4,615,427	4.18
Natural gas use tax	061	35,935	30,600	30,600	0	30,600	30,600	0	30,600	0.00
Criminal Justice	071	114,868	106,101	106,101	0	106,101	106,101	0	106,101	0.00
Total Sales & Use Taxes		4,199,424	4,180,791	4,566,791	0	4,566,791	4,752,128	0	4,752,128	4.06
Utility Taxes 316										
Main Street B & O	010	0	0	41,250	0	41,250	0	0	0	-100.00
Electric	041	497,791	505,002	505,002	0	505,002	515,102	0	515,102	2.00
Gas	043	135,784	209,602	209,602	0	209,602	213,794	0	213,794	2.00
Garbage	045	64,918	81,900	81,900	0	81,900	68,164	0	68,164	-16.77
Cable TV (01)	046	79,175	135,500	135,500	0	135,500	132,843	0	132,843	-1.96
Phone	047	265,885	260,000	260,000	0	260,000	254,902	0	254,902	-1.96
Water	048	178,733	179,520	197,620	0	197,620	176,000	0	176,000	-10.94
Sewer	049	306,111	285,207	316,207	0	316,207	279,615	0	279,615	-11.57
Total Utility Taxes		1,528,396	1,656,731	1,747,081	0	1,747,081	1,640,420	0	1,640,420	-6.11
Other Taxes 317										
Leasehold Excise	020	47,831	43,050	57,050	0	57,050	50,222	0	50,222	-11.97
Timber Excise Taxes	040	127	45	45	0	45	45	0	45	0.00
Excise Taxes		47,958	43,095	57,095	0	57,095	50,267	0	50,267	-11.96
Total Other Taxes		47,958	43,095	57,095	0	57,095	50,267	0	50,267	-11.96
Business Licenses 321										
Police & Protection-Fireworks	030	800	700	700	0	700	800	0	800	14.29
Vending Machine Concessions	080	383	0	0	0	0	385	0	385	0.00
Franchise Taxes (01)	091	82,601	71,500	71,500	0	71,500	71,500	0	71,500	0.00
Other Business Lic. & Permits	099	23,330	23,000	23,000	0	23,000	26,000	0	26,000	13.04
Total Business Licenses		107,114	95,200	95,200	0	95,200	98,685	0	98,685	3.66
Permits 322										
Building Permits	010	317,260	110,000	90,000	0	90,000	75,000	0	75,000	-16.67
Animal Licenses	030	1,615	2,100	2,100	0	2,100	2,100	0	2,100	0.00
R-of-W Occupancy Permits	040	4,550	2,250	2,250	0	2,250	4,050	0	4,050	80.00
Gun Permits (01)	090	955	1,000	1,000	0	1,000	1,000	0	1,000	0.00
Total Permits		324,380	115,350	95,350	0	95,350	82,150	0	82,150	-13.84
Total Licenses/Permits		431,493	210,550	190,550	0	190,550	180,835	0	180,835	-5.11
Federal Direct Grants 331										
DOJ Bullet-Proof Vest Program (60)	016	977	0	0	2,586	2,586	0	0	0	-100.00
Dept of Homeland Security/FEMA(04)	097	0	0	0	0	0	0	0	0	0.00
Total Fed. Grants - Direct		977	0	0	2,586	2,586	0	0	0	-100.00
Federal Indirect Grants 333										
DOT/Federal Hwy Adm (20)	020	2,984	0	0	0	0	0	0	0	0.00
WA Traffic Safety - (60)	020	0	0	0	0	0	0	0	0	0.00
07 FEMA Disaster (03)	097	0	0	0	0	0	0	0	0	0.00
07 FEMA Haz. Mitigation (03)	D97	0	0	0	0	0	0	0	0	0.00
12 Storm FEMA Disaster (04)	D97	0	0	0	0	0	0	0	0	0.00
Total Fed. Grants -Indirect		2,984	0	0	0	0	0	0	0	0.00
State Grants 334										
Rec & Conservation (70)	002	0	0	0	146,400	146,400	0	0	0	-100.00
WA St Traffic Safety (50)	003	0	0	0	0	0	0	0	0	0.00
TIB Grant (82)	003	36,621	0	0	690,070	690,070	0	0	0	-100.00
Dept of Commerce - DAHP (20)	004	1,290	0	0	0	0	0	0	0	0.00
Dept of Health (90)	004	0	0	0	0	0	0	0	0	0.00
Military Dept/Mitigation Grts. (81)	D01	0	0	0	0	0	0	0	0	0.00
Total State Grants		37,911	0	0	836,470	836,470	0	0	0	-100.00
State Shared Revenue 335										
PUD Privilege Tax (91)	000	60,160	61,000	61,000	0	61,000	70,775	0	70,775	16.00
State Shared Revenue		60,160	61,000	61,000	0	61,000	70,775	0	70,775	16.00
Other Intergovernmental Revenues 336										
Multimodal Transportation	071	7,537	7,833	7,833	0	7,833	10,575	0	10,575	35.00
Streamlined Sales Tax Mitig.	099	16,224	12,736	12,736	0	12,736	12,736	0	12,736	0.00
Crim Justice-High Crime (20)	006	0	0	0	0	0	0	0	0	0.00
Criminal Justice (21)	006	2,029	2,313	2,313	0	2,313	2,325	0	2,325	0.50
Criminal Justice (26)	006	7,397	7,758	7,758	0	7,758	7,950	0	7,950	2.40
Marijuana Enforcement (41)	006.41	15,711	7,500	12,230	0	12,230	2,625	0	2,625	-78.50

CITY OF CHEHALIS 2018 BUDGET

BUDGET YEAR 2018	FUND: GENERAL FUND
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	Object Codes	ACTUAL	BUDGET AS OF 12/11/2017				BUDGET			% Chg 17-18
		Total 2016	Original Adopted Budget 2017	Budget As Amended Recurring Revenue	Budget As One-Time Revenue	Total Amended 2017	Adopted Recurring 2018	Adopted One-Time Revenue	Adopted Total 2018	
REVENUES										
DUI (51)	006.51	1,148	1,500	1,500	0	1,500	1,500	0	1,500	0.00'
Liquor Excise (94)	006.94	34,367	34,838	34,838	0	34,838	36,900	0	36,900	5.92'
Liquor Board Profits (95)	006.95	63,453	48,183	48,183	0	48,183	62,175	0	63,037	30.83'
City Streets (87)	009		0	0	0	0	0	0	0	0.00'
Total Other Intergovtl. Revenues		147,867	122,661	127,391	0	127,391	136,786	0	136,786	7.37
<i>Interlocal Grants 337</i>										
WCIA Grant (41)	009	0	0	0	2,000	2,000	0	0	0	-100.00'
AWC Grant	009	455	0	0	465	465	0	0	0	-100.00'
LC Fire District 6	009	4,000	0	0	0	0	0	0	0	0.00'
BNSF Grant	009	5,000	0	0	0	0	0	0	0	0.00'
Total Interlocal Grants		9,455	0	0	2,465	2,465	0	0	0	-100.00
Total Intergovernmental Revenues		259,354	183,661	188,391	841,521	1,029,912	207,561	0	207,561	-79.85
<i>Charges for Goods & Services General Govt. 341</i>										
D/M Court Record Services	032	3	50	50	0	50	50	0	50	0.00
Warrant Costs	033	11,285	11,000	11,000	0	11,000	10,000	0	10,000	-9.09
Municipal Court Copies	062	72	80	80	0	80	80	0	80	0.00
Pool - Ice Cream Sales	070	1,636	0	0	0	0	0	0	0	0.00
Word Processing/Printing	081	133	100	100	0	100	120	0	120	20.00
Printing/copying - PD (01)	081	145	150	150	0	150	150	0	150	0.00
Total Charges for Goods & Svcs GG		13,275	11,380	11,380	0	11,380	10,400	0	10,400	-8.61
<i>Fines, Fees & Court Charges for Goods & Services 342</i>										
Law Enforcement	010	2,801	1,100	1,100	0	1,100	1,800	0	1,800	63.64
Law Enforcement - Range Use	010	250	0	0	0	0	0	0	0	0.00
Intergovtl Fire Investgtn. (01)	021	13,460	15,000	15,000	0	15,000	18,225	0	18,225	21.50
Intergovtl Fire - SCBA (02)	021	900	0	0	0	0	0	0	0	0.00
Fire Protection Services	020	79	0	0	0	0	0	0	0	0.00
Fire Protection Svcs-Green Hill (03)	021	25,053	25,000	25,000	0	25,000	25,000	0	25,000	0.00
EMS - Life Safety	021	1,279	2,000	2,000	0	2,000	0	0	0	-100.00
Adult Probation	033	22,668	23,500	23,500	0	23,500	18,720	0	18,720	-20.34
Electronic Home Monitoring	036	4,837	18,000	7,000	0	7,000	18,000	0	18,000	157.14
Law Enforcement - Fingerprints	037	665	1,000	1,000	0	1,000	665	0	665	-33.50
Pre-Conviction Supervision Cost	038	13,675	12,000	12,000	0	12,000	12,000	0	12,000	0.00
DUI Emergency Response	050	978	1,000	1,000	0	1,000	1,000	0	1,000	0.00
Total Fines, Fees & Court Charges		86,643	98,600	87,600	0	87,600	95,410	0	95,410	8.92
<i>Transportation 344</i>										
Administrative Fees	010.93	3,410	0	0	0	0	135	0	135	0.00
Total Charges for Goods & Svcs PE		3,410	0	0	0	0	135	0	135	0.00
<i>Other Charges for Goods & Services Economic Environment 345</i>										
Dump/Disposal Fees	011	1,487	1,050	1,050	0	1,050	1,200	0	1,200	14.29
Animal Control	023	1,140	1,200	1,200	0	1,200	1,200	0	1,200	0.00
Zoning/Sub Division	081	210	735	735	0	735	475	0	475	-35.37
Plan Checks	083	183,725	30,000	48,485	0	48,485	47,500	0	47,500	-2.03
Hearing Examiner Services	083.01	413	200	200	0	200	200	0	200	0.00
Com Dev Administrative Fees	089	0	100	100	0	100	185	0	185	85.00
Total Charges for Goods&Svcs EE		186,975	33,285	51,770	0	51,770	50,760	0	50,760	-1.96
<i>Charges for Goods & Services Culture & Recreatins 347</i>										
Activity Fees/Pool (01)	030	67,821	70,000	101,275	0	101,275	80,000	0	80,000	-21.01
Program Fees	060	77,121	83,000	83,000	0	83,000	83,000	0	83,000	0.00
Swim Lessons (01)	060	29,376	30,000	30,000	0	30,000	30,000	0	30,000	0.00
Total Charges for Goods & Svcs PE		174,318	183,000	214,275	0	214,275	193,000	0	193,000	-9.93
Total Charges for Goods & Services		464,621	326,265	365,025	0	365,025	349,705	0	349,705	-4.20
<i>Civil Penalties/Animal Control 352</i>										
Mandatory Insurance	030	142	235	235	0	235	150	0	150	-36.17
<i>Civil Infraction Penalties 353</i>										
Traffic Infractions	010	35,450	39,000	39,000	0	39,000	35,000	0	35,000	-10.26
Non-Traffic Infractions	070	1,204	1,350	1,350	0	1,350	1,350	0	1,350	0.00
Total Civil Infractions Penalties		36,654	40,350	40,350	0	40,350	36,350	0	36,350	-9.91
<i>Civil Parking Infraction 354</i>										
Parking Infractions	009	7,380	8,000	8,000	0	8,000	8,000	0	8,000	0.00
<i>Criminal Traffic Misdemeanors 355</i>										
DWI	020	10,033	11,500	11,500	0	11,500	11,500	0	11,500	0.00
Other Criminal Traffic	080	29,330	26,175	26,175	0	26,175	26,175	0	26,175	0.00

CITY OF CHEHALIS 2018 BUDGET

BUDGET YEAR 2018		FUND: GENERAL FUND								
		ACTUAL	BUDGET AS Of 12/11/2017				BUDGET			
			Original Adopted	Budget As	Budget As	Total	Adopted	Adopted	Adopted	
	Object Codes	Total 2016	Budget 2017	Amended Recurring Revenue	One-Time Revenue	Amended 2017	Recurring 2018	One-Time Revenue	Total 2018	% Chg 17-18
REVENUES										
Total Criminal Traffic Misdemeanors		39,364	37,675	37,675	0	37,675	37,675	0	37,675	0.00
Criminal Non-Traffic Penalties 356										
	Drug/Alcohol Assessment (03) 050	2,455	2,500	2,500	0	2,500	2,500	0	2,500	0.00
	Crime Fees 080	0	1,000	1,000	0	1,000	1,000	0	1,000	0.00
	Non-Traffic Misdemeanor 090	20,564	25,000	10,200	0	10,200	25,000	0	25,000	145.10
Total Criminal Non-Traffic Penalties		23,020	28,500	13,700	0	13,700	28,500	0	28,500	108.03
Criminal Costs 357										
	Witness Costs 032	16	10	10	0	10	10	0	10	0.00
	Public Defense 033	30,617	30,000	30,000	0	30,000	30,000	0	30,000	0.00
	Court Recoupments 033	0	0	0	0	0	0	0	0	0.00
Total Criminal Costs		30,633	30,010	30,010	0	30,010	30,010	0	30,010	0.00
Late Payment Fees 359										
	Late Payment Fees 359	40	0	175	0	175	0	0	0	-100.00
Total Penalties and Fines		137,232	144,770	130,145	0	130,145	140,685	0	140,685	8.10
Interest Earnings 361										
	Interest Earnings 011	2,764	1,350	1,350	0	1,350	1,350	0	1,350	0.00
	Investment service fees 019	0	(960)	(960)	960	0	0	0	0	0.00
	Interest-contracts,Notes,A/R 040	2,459	1,600	1,600	0	1,600	1,600	0	1,600	0.00
	D/M Court Interest Income (01) 040	19,317	14,000	14,000	0	14,000	14,000	0	14,000	0.00
Total Interest Earnings		24,540	15,990	15,990	960	16,950	16,950	0	16,950	0.00
Rent & Royalties 362										
	Equipment/Vehicle Rentals 010	9,788	0	0	0	0	0	0	0	0.00
	Space/Facility Rentals 040	33,900	35,100	35,100	0	35,100	35,100	0	35,100	0.00
	RV Park (01) 040.01	27,127	21,000	21,000	0	21,000	21,000	0	21,000	0.00
	Field Rentals 040.02	1,010	900	900	0	900	900	0	900	0.00
	Space/Facility Leases - L/T 050	19,425	23,000	23,000	0	23,000	23,000	0	23,000	0.00
	Concession Proceeds - Showers 080	587	600	600	0	600	600	0	600	0.00
	Concession Proceeds/Pool(01) 080	0	500	500	0	500	500	0	500	0.00
	Concession Proceeds/Rec (02) 080	0	500	500	0	500	500	0	500	0.00
	Other Rentals & Use Charges 090	0	500	500	0	500	500	0	500	0.00
Total Rent & Royalties		91,836	82,100	82,100	0	82,100	82,100	0	82,100	0.00
Miscellaneous Revenues: Contributions and Donations 367										
	Private donations for faci. (76) 011	6,300	0	0	0	0	0	0	0	0.00
	Donations - Chehalis Foundatior 011	80,000	0	0	6,900	6,900	0	0	0	-100.00
	Donations - Facilities 011	11,288	0	0	29,625	29,625	0	0	0	-100.00
	Donation-Other Cult&Rec (79) 011	20,265	0	0	16,993	16,993	0	0	0	-100.00
	Donations - Police Dept (21) 011	5,500	0	0	0	0	0	0	0	0.00
Contribs & Donations		123,353	0	0	53,518	53,518	0	0	0	-100.00
Other Miscellaneous Revenue 369										
	Sale of Scrap or Junk 010	444	10	1,547	0	1,547	10	0	10	-99.35
	Unclaimed Property 020	1,320	500	500	0	500	500	0	500	0.00
	Confisc.& Forfeit. - Drugs 031	20,700	10,000	10,000	0	10,000	10,000	0	10,000	0.00
	Confisc.& Forfeit. - Drug Buy Mo 031.01	0	0	0	0	0	0	0	0	0.00
	Confisc.& Forfeit. - Felony 032	0	0	0	0	0	0	0	0	0.00
	Other Judgements/Settlements 040	809	400	400	0	400	400	0	400	0.00
	PD Medical Reimb. (01) 040	84	250	250	0	250	250	0	250	0.00
	Cashier Overages/Shortages 081	10	0	0	0	0	0	0	0	0.00
	Other - NSF Checks 090	0	75	0	0	0	75	0	75	0.00
	Other Misc. Revenues (01) 090	0	18,000	2,000	0	2,000	18,000	0	18,000	800.00
	Other - Mun. Court NSF (03) 090	0	100	0	0	0	100	0	100	0.00
	Other - Misc Rev - Tax Billed (04) 090	1,230	50	50	0	50	50	0	50	0.00
Total Other Misc Revenues		24,598	29,385	14,747	0	14,747	29,385	0	29,385	99.25
Total Miscellaneous Revenues		147,951	29,385	14,747	53,518	68,265	29,385	0	29,385	-56.91
Agency Deposits 386										
	Due to Others - Bkg Inv 389.00	420	0	0	0	0	0	0	0	0.00
	Due to State - Police Dept 389.03	0	250	250	0	250	0	0	0	-100.00
	Due to State - Sales Tax 389.04	7,913	6,000	6,000	0	6,000	9,665	0	9,665	61.00
	Due to State - LET 389.06	0	12,500	0	0	0	9,500	0	9,500	0.00
	Fire Works Stand Deposits 389.01	800	700	700	0	700	500	0	500	-28.57
	Due to Others - Crime Victims 389.12	2,484	2,700	2,700	0	2,700	2,035	0	2,035	-24.63
	Due to State - Hotel/Motel Tax 389.14	542	540	540	0	540	540	0	540	0.00
	Due to State - St Bldg Code Fee 389.24	324	460	460	0	460	100	0	100	-78.24
	Due to State - Trauma Care 389.83	2,877	2,500	2,500	0	2,500	1,590	0	1,590	-36.44
	Due to State - Domestic Violen 389.90	15	0	0	0	0	325	0	325	0.00
	Due to State - Court Remit 389.91	59,074	64,000	64,000	0	64,000	45,500	0	45,500	-28.91
	Due to State - PSEA 389.92	28,088	0	0	0	0	21,500	0	21,500	0.00

CITY OF CHEHALIS 2018 BUDGET

BUDGET YEAR 2018	FUND: GENERAL FUND
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		ACTUAL	BUDGET AS OF 12/11/2017				BUDGET			
			Original Adopted	Budget As	Budget As	Total	Adopted	Adopted	Adopted	
REVENUES	Object Codes	Total 2016	Budget 2017	Amended Recurring Revenue	One-Time Revenue	Amended 2017	Recurring 2018	One-Time Revenue	Total 2018	% Chg 17-18
Due to State - Hwy Safety	389.92	669	31,000	31,000	0	31,000	600	0	600	-98.06
Due to State - Lab/Blood/Breath	389.96	3,204	600	600	0	600	2,650	0	2,650	341.67
Due to State - JIS	389.97	27	3,400	3,400	0	3,400	13,500	0	13,500	297.06
Due to State - School Zone	389.99	227	17,500	17,500	0	17,500	865	0	865	-95.06
Due to State - Auto Theft Prev	389.100	3,121	1,800	1,800	0	1,800	2,265	0	2,265	25.83
Due to State - Access/Comm	389.101	184	3,500	3,500	0	3,500	240	0	240	-93.14
Trauma Care	389.083	1,414	225	225	0	225	225	0	225	0.00
Judicial Information Sys	389.097	16,607	476	476	0	476	476	0	476	0.00
School Zone Safety	389.099	0	200	200	0	200	200	0	200	0.00
Total Agency Deposits		127,990	148,351	135,851	0	135,851	112,276	0	112,276	-17.35
Total Non-Revenues		127,990	148,351	135,851	0	135,851	112,276	0	112,276	-17.35
Proceeds of Long-Term Debt 391										
G.O. Bond Proceeds	010	0	0	0	0	0	0	0	0	0.00
Disposition of Fixed Assets 395										
Insurance Recovery - Capital	020	4,152	0	0	0	0	0	0	0	0.00
Insurance Recovery - PD (03)	020	0	0	0	0	0	0	0	0	0.00
Sales of Capital Assets	020	4,635	0	0	0	0	0	0	0	0.00
Ins Recovery - Cap Assets		8,787	0	0	0	0	0	0	0	0.00
Operating Transfers-In 397										
Trans.-In Fund 406	000	18,000	0	0	0	0	0	0	0	0.00
Transfer In - Storm Water Fund	000	0	0	0	0	0	0	0	0	0.00
Total Transfers-In		18,000	0	0	0	0	0	0	0	0.00
Total Other Financing Sources		26,787	0	0	0	0	0	0	0	0.00
Total General Fund Revenues		9,024,104	8,814,149	9,286,226	895,999	10,182,225	9,426,997	0	9,426,997	-7.42

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 day-to day 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 other formal action, and holds informal work sessions on an as-needed basis. City Council committees also meet on an as-needed basis 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.

2017 Accomplishments:

- Continued to support efforts to advance a regional solution to flooding in the Chehalis Basin.
- Maintained fiscal viability of the city through the 2017 Budget adoption.
- Adopted a Transportation Improvement Plan which included projects that will be funded by the Transportation Benefit District Sales Tax (.2%) approved by voters in February 2017.
- Approved a collective bargaining agreement with the City's Non-Uniformed Employee Group and provided policy direction regarding negotiations relating to collective bargaining with the City's Police and Fire employee groups.
- Provided funding to begin repairs on the Fire Station to address deferred maintenance and identify a location for a new fire station that will meet current standards for essential service buildings.
- Approved funding for the 30% engineering and design work for improvements to Recreation Park with plans to consider the funding to complete those plans in late 2017.
- Continued working cooperatively and building relationships with local fire authorities and other fire districts in Lewis County.
- Approved updated franchise agreements for waste collection and disposal.
- Approved an update to the City's Comprehensive Plan and the City's Shoreline Master Plan consistent with State requirements.

2018 Goals and Objectives:

- Continue to maintain the fiscal viability of the city.
- 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.
- Evaluate the plans for Recreation Park improvements and identify funding opportunities.

Significant Changes in 2018:

A new copier may be leased in 2018 to replace the current one that regularly malfunctions. This expense would be shared by four departments: City Council, City Manager, City Clerk and Human Resources.

CITY OF CHEHALIS 2018 BUDGET

FUND: 001 - GENERAL FUND
DEPARTMENT: CITY COUNCIL (B1)

	Object Codes	ACTUAL	Budget as of 12/11/2017				BUDGET			% Chg 17-18
		YTD	Original Adopted	Budget As	Budget As	Total	Adopted	Adopted	Adopted	
EXPENDITURES		Total 2016	Budget 2017	Amended Recurring Exp	One-Time Exp	Amended Budget	Recurring 2018	One-Time 2018	Total 2018	
<i>City Council (B1) Detail:</i>										
<i>Council General: 511.060</i>										
Salaries & Wages	11	9,000	9,000	9,000	0	9,000	9,000	0	9,000	0.00%
Personnel Benefits	21	92,508	97,109	97,109	0	97,109	96,000	0	96,000	-1.14%
Office & Operating Supplies	31	1,363	2,400	2,400	0	2,400	2,400	0	2,400	0.00%
Fuel Consumed	32	0	0	0	0	0	0	0	0	0.00%
Small tools	35	0	0	0	0	0	0	0	0	0.00%
Professional Services	41	12,183	0	0	0	0	0	0	0	0.00%
Communications	42	80	300	300	0	300	300	0	300	0.00%
Travel	43	507	1,000	1,000	0	1,000	1,000	0	1,000	0.00%
Advertising	44	0	0	0	0	0	0	0	0	0.00%
Rentals	45	0	0	0	0	0	1,400	0	1,400	0.00%
Insurance	46	848	978	978	0	978	1,200	0	1,200	22.70%
Repair & Maintenance	48	3,382	3,410	3,410	0	3,410	3,410	0	3,410	0.00%
Miscellaneous	49	725	2,000	2,000	0	2,000	2,000	0	2,000	0.00%
		120,596	116,197	116,197	0	116,197	116,710	0	116,710	0.44%
<i>Council Contra Expenditures: 511.069</i>										
Wage Contra Exp.	1C	(3,306)	(1,800)	(1,800)	0	(1,800)	(1,800)	0	(1,800)	0.00%
Benefit Contra Exp.	2C	(32,940)	(18,074)	(18,074)	0	(18,074)	(17,800)	0	(17,800)	-1.52%
Supplies Contra Exp.	3C	(477)	(285)	(285)	0	(285)	(285)	0	(285)	0.00%
Services Contra Exp.	4C	(6,063)	(3,687)	(3,687)	0	(3,687)	(4,461)	0	(4,461)	21.00%
		(42,786)	(23,846)	(23,846)	0	(23,846)	(24,346)	0	(24,346)	2.10%
Total City Council (B1)		77,810	92,351	92,351	0	92,351	92,364	0	92,364	0.01%

CITY MANAGER

General Fund 001 Department D1

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.

2017 Accomplishments:

- Provided leadership and strengthened partnerships with local governments and organizations.
- Set forth a plan for the completion of the engineering and design work for the Recreation Park Improvement Project.
- Represented the City, consistent with City Council direction, on cooperative efforts to address regional flood issues.
- Proposed a Transportation Improvement Plan that was approved by the City Council.
- Identified deferred maintenance priorities and initiated the development of multi-year maintenance plans to address deferred maintenance at City facilities.
- Provided responsible recommendations to the City Council, including those related to collective bargaining, advancing economic development at the airport, and addressing regional issues.

2018 Goals and Objectives:

- Continue to manage the City in a fiscally responsible manner.
- Work with the City Council to establish a mission, vision and 3- year goals through strategic planning.
- Continue to cooperatively work on regional flood issues.
- Work with the Fire Chief to develop recommendations for a fire station that meets standards for essential service buildings for City Council consideration.
- Continue working with the HR manager and special legal counsel to present responsible collective bargaining recommendations.
- Present a proposal to fund plans for improvements to Recreation Park.
- Continue working with regional fire authority partners to explore opportunities for cooperation.
- Present the results of a feasibility study related to the possibility of developing a 9-1-1 system in partnership with the City of Centralia and the Riverside Fire Authority.
- Refine multi-year maintenance plans to maintain facilities and establish reserve funds for future replacement needs.

Significant Changes 2018:

Expenditure line Rentals .45 may increase to \$1400.00 due to a new copier lease, which is proposed to replace the current machine which regularly malfunctions. This expense would be shared by four departments: City Council, City Manager, City Clerk and Human Resource departments.

Expenditure line Professional Services .41 includes a onetime increase of \$15,000.00 for ongoing collective bargaining negotiations.

CITY OF CHEHALIS 2018 BUDGET

FUND: 001 - GENERAL FUND
DEPARTMENT: CITY MANAGER (D1)

		ACTUAL	BUDGET AS OF 12/11/2017				BUDGET			
			Original Adopted	Budget As	Budget As	Total	Adopted	Adopted	Adopted	
EXPENDITURES	Object Codes	Total 2016	Budget 2017	Amended Recurring Exp	One-Time Expenditure	Amended 2017	Recurring 2018	One-Time 2018	Total 2018	% Chg 17-18
City Manager (D1) Detail:										
City Manager: Administration 513.010										
Salaries & Wages	11	181,120	141,225	141,225	0	141,225	144,200	0	144,200	2.11%
Salaries & Wages-Admin. (02)	11	34,614	46,152	46,152	0	46,152	48,500	0	48,500	5.09%
Personnel Benefits	21	51,010	46,285	46,285	0	46,285	43,000	0	43,000	-7.10%
Personnel Ben-Car Allow (01)	21	6,000	6,000	6,000	0	6,000	6,000	0	6,000	0.00%
Personnel Benefits-Admin.(02)	21	21,088	29,867	29,867	0	29,867	20,500	0	20,500	-31.36%
Supplies	31	1,429	1,850	1,850	0	1,850	1,850	0	1,850	0.00%
Fuel Consumed	32	0	0	0	0	0	0	0	0	0.00%
Small Tools & Minor Eq	35	1,350	0	999	0	999	0	0	0	-100.00%
Professional Services	41	26,798	38,000	82,382	0	82,382	0	0	0	-100.00%
Communications	42	2,205	2,400	2,400	0	2,400	2,400	0	2,400	0.00%
Travel	43	212	1,000	1,000	0	1,000	1,400	0	1,400	40.00%
Advertising	44	227	0	228	0	228	0	0	0	-100.00%
Rentals	45	0	0	0	0	0	1,400	0	1,400	0.00%
Insurance	46	3,023	3,500	3,500	0	3,500	4,055	0	4,055	15.85%
Utility Service	47	0	0	0	0	0	0	0	0	0.00%
Repair & Maintenance	48	1,141	800	800	0	800	800	0	800	0.00%
Miscellaneous	49	1,680	2,500	3,140	0	3,140	3,150	0	3,150	0.32%
		331,897	319,579	365,828	0	365,828	277,255	0	277,255	-24.21%
City Manager Contra Expenditures: 513.019										
Wage Contra Exp.	1C	(76,149)	(57,623)	(57,623)	0	(57,623)	(55,895)	0	(55,895)	-3.00%
Benefit Contra Exp.	2C	(42,192)	(31,252)	(31,252)	0	(31,252)	(31,200)	0	(31,200)	-0.17%
Supplies Contra Exp.	3C	(15,670)	(418)	(418)	0	(418)	(420)	0	(420)	0.48%
Services Contra Exp.	4C	(25,755)	(8,501)	(8,501)	0	(8,501)	(4,975)	0	(4,975)	-41.48%
		(159,766)	(97,794)	(97,794)	0	(97,794)	(92,490)	0	(92,490)	-5.42%
City Manager Administration										
		172,131	221,785	268,034	0	268,034	184,765	0	184,765	-31.07%
City Manager: Legal Services 515.030										
Office & Operating Supplies	31	1,996	2,300	2,300	0	2,300	2,300	0	2,300	0.00%
Professional Services	41	105,758	112,500	112,500	0	112,500	112,500	0	112,500	0.00%
Insurance	46	0	0	0	0	0	0	0	0	0.00%
Miscellaneous	49	0	0	0	0	0	0	0	0	0.00%
		107,754	114,800	114,800	0	114,800	114,800	0	114,800	0.00%
City Manager: Legal Services Contra Expenditures: 515.039										
Supplies Contra Exp.	3C	0	(422)	(422)	0	(422)	(422)	0	(422)	0.00%
Services Contra Exp.	4C	0	(23,581)	(23,581)	0	(23,581)	(23,581)	0	(23,581)	0.00%
		0	(24,003)	(24,003)	0	(24,003)	(24,003)	0	(24,003)	0.00%
Legal Services										
		107,754	90,797	90,797	0	90,797	90,797	0	90,797	0.00%
Total City Manager (D1)										
		279,885	312,582	358,831	0	358,831	275,562	0	275,562	-23.21%
STAFFING										
City Manager		1.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00	0.00%
Administrative Assistant		1.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00	0.00%
Employee Full-Time Equivalents		2.00	2.00	2.00	0.00	2.00	2.00	0.00	2.00	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, monitors bid processes and contract awards, 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.

2017 Accomplishments:

- Coordinated solid waste agreement renewal, which was approved by City Council
- Coordinated new contract for janitorial services, which was approved by City Council
- Responded to 18 public records requests, not including multiple and repetitive requests that have been received from the same individual
- Implemented electronic filing system to better track city projects and reduce paperwork
- Transferred essential city records to secure location at the Washington State Archives Office

2018 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
- Provide records retention compliance training to city employees

Significant Changes 2018:

- Addition of the city clerk's contribution to the cost of a lease for a new copier for city hall to replace one that regularly malfunctions.
- Website maintenance cost is fully funded in the City Clerk's budget due to the transfer of half of the website maintenance cost from the Tourism Fund to the City Clerk's budget due to the development of a website by the Chehalis Community Renaissance Team that will include an active tourism promotion component

CITY OF CHEHALIS 2018 BUDGET

FUND: 001 - GENERAL FUND
DEPARTMENT: CITY CLERK (E4)

		ACTUAL	BUDGET AS OF 12/11/2017				BUDGET			
	Object	Total	Original Adopted	Budget As	Budget As	Total	Adopted	Adopted	Adopted	
EXPENDITURES	Codes	2016	Budget 2017	Amended Recurring Exp	One-Time Expenditure	Amended 2017	Recurring 2018	One-Time 2018	Total 2018	% Chg 17-18
City Clerk (E4) Detail:										
City Clerk: General 514.020										
Salaries & Wages	11	62,490	58,764	58,764	0	58,764	65,405	0	65,405	11.30%
Personnel Benefits	21	27,641	31,805	31,805	0	31,805	34,210	0	34,210	7.56%
Supplies	31	911	1,500	1,500	0	1,500	1,500	0	1,500	0.00%
Fuel Consumed	32	50	150	150	0	150	100	0	100	-33.33%
Professional Services	41	3,354	2,500	2,500	0	2,500	2,500	0	2,500	0.00%
Communications	42	922	1,500	1,500	0	1,500	1,500	0	1,500	0.00%
Travel	43	0	0	0	0	0	200	0	200	0.00%
Advertising	44	2,074	1,500	1,500	0	1,500	1,500	0	1,500	0.00%
Rentals	45	0	0	0	0	0	1,400	0	1,400	0.00%
Insurance	46	1,511	1,656	1,656	0	1,656	2,027	0	2,027	22.43%
Public Utility Service	47	63	50	50	0	50	100	0	100	100.00%
Repair & Maintenance	48	648	2,350	2,350	0	2,350	2,350	0	2,350	0.00%
Miscellaneous	49	36	0	0	0	0	200	0	200	0.00%
Intergovernmental Services	51	160	0	0	0	0	200	0	200	0.00%
		99,860	101,775	101,775	0	101,775	113,192	0	113,192	11.22%
City Clerk Contra Expenditures: 514.028										
Wage Contra Exp.	1C	(22,192)	(13,130)	(13,130)	0	(13,130)	(14,615)	0	(14,615)	11.31%
Benefit Contra Exp.	2C	(9,849)	(6,341)	(6,341)	0	(6,341)	(6,825)	0	(6,825)	7.63%
Supplies Contra Exp.	3C	(343)	(195)	(195)	0	(195)	(324)	0	(324)	66.00%
Services Contra Exp.	4C	(3,944)	(2,194)	(2,194)	0	(2,194)	(2,700)	0	(2,700)	23.06%
		(36,328)	(21,860)	(21,860)	0	(21,860)	(24,464)	0	(24,464)	11.91%
City Clerk: Information Technology Svcs. (Website Mgmt./Municipal Code) 518.080										
Professional Services	41	162	0	0	0	0	0	0	0	0.00%
Repair & Maintenance	48	1,850	0	0	0	0	3,350	0	3,350	0.00%
Miscellaneous	49	0	0	0	0	0	0	0	0	0.00%
		2,012	0	0	0	0	3,350	0	3,350	0.00%
City Clerk: Contrib. to Equip. Reserve 597.009										
Interfund Transfers	05	0	0	0	0	0	0	0	0	0.00%
										0.00%
Total City Clerk (E4)		65,544	79,915	79,915	0	79,915	92,079	0	92,079	15.22%

STAFFING

City Clerk	1.0	1.0	1.0	0.0	1.0	1.0	0.0	1.0	0.00%
Employee Full-Time Equivalents	1.0	1.0	1.0	0.0	1.0	1.0	0.0	1.0	0.00%

MUNICIPAL COURT

General Fund 001 Department C1

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 that will adequately punish criminals and deter them and others from such offenses in the future. 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.

2017 Accomplishments:

- Continued to monitor defendant legal financial obligations per State v. Blazina, 182 Wn. 2d 827 (2015)
- Implemented a trial court security plan per Supreme Court General Rule 36
- Continued new staff training and development including security training for compliance with Supreme Court General Rule 36

2018 Goals and Objectives:

- Create and implement new jury management system
- Continue court data clean-up process in preparation for implementation of the new statewide case management system
- Continue staff training and development to include security training for compliance with Supreme Court General Rule 36. Training costs are included in 2018 budget.

Significant Changes 2018:

There has been a decrease in revenues related to defendant legal financial obligations being reduced based on the ability to pay consistent with case law, which then reduces the amount owed to other entities.

CITY OF CHEHALIS 2018 BUDGET

FUND: 001 - GENERAL FUND
DEPARTMENT: MUNICIPAL COURT (C1)

		ACTUAL	BUDGET AS OF 12/11/2017				BUDGET			
	Object	Total	Original Adopted	Amended	Amended	Amended	Adopted	Adopted	Adopted	
EXPENDITURES	Codes	2016	Budget 2017	Recurring 2017	One-Time 2017	Total 2017	Recurring 2018	One-Time 2018	Total 2018	% Chg 17-18
Municipal Court: Judicial I 512.050										
Salaries & Wages	11	133,182	100,038	100,038	0	100,038	112,814	0	112,814	12.77%
Overtime	12	0	100	100	0	100	100	0	100	0.00%
Personnel Benefits	21	49,620	48,940	48,940	0	48,940	53,873	0	53,873	10.08%
Office & Operating Supplies	31	2,512	3,000	3,000	0	3,000	3,150	0	3,150	5.00%
Fuel Consumed	32	0	100	100	0	100	150	0	150	50.00%
Small Tools & Equipment	35	0	675	675	0	675	1,500	0	1,500	122.22%
Professional Services	41	8,453	9,200	9,200	0	9,200	8,900	0	8,900	-3.26%
Communications	42	2,994	3,500	3,500	0	3,500	3,200	0	3,200	-8.57%
Travel	43	506	1,000	1,000	0	1,000	1,300	0	1,300	30.00%
Insurance	46	5,030	5,827	5,827	0	5,827	6,220	0	6,220	6.75%
Public Utility Service	47	251	225	225	0	225	250	0	250	11.11%
Repair & Maintenance	48	3,782	3,560	3,560	0	3,560	3,800	0	3,800	6.74%
Miscellaneous	49	4,317	7,010	7,010	0	7,010	7,090	0	7,090	1.14%
External Taxes & Oper Assess	53	0	0	0	0	0	0	0	0	0.00%
		210,647	183,175	183,175	0	183,175	202,347	0	202,347	10.47%
Municipal Court (C1) Detail:										
Municipal Court: Judicial II 512.J50										
Salaries & Wages	11	41,772	41,772	41,772	0	41,772	43,445	0	43,445	4.01%
Personnel Benefits	21	9,630	9,962	9,962	0	9,962	10,200	0	10,200	2.39%
		51,402	51,734	51,734	0	51,734	53,645	0	53,645	3.69%
Municipal Court: Pro Tem Judges 512.P50										
Salaries & Wages	11	825	1,000	1,000	0	1,000	1,300	0	1,300	30.00%
Personnel Benefits	21	66	80	80	0	80	104	0	104	30.00%
		891	1,080	1,080	0	1,080	1,404	0	1,404	30.00%
Municipal Court: Indigent Defense 515.091 (formerly 512.081)										
Professional Services	41	79,638	90,000	90,000	0	90,000	90,000	0	90,000	0.00%
Municipal Court: EHM 523.020										
Salaries & Wages (05)	11	26,189	29,604	29,604	0	29,604	33,108	0	33,108	11.84%
Overtime (05)	12	0	0	0	0	0	200	0	200	0.00%
Personnel Benefits (05)	21	12,003	13,075	13,075	0	13,075	13,908	0	13,908	6.37%
Personnel Benefits (07)	21	0	0	0	0	0	0	0	0	0.00%
Uniforms & Clothing	24	0	100	100	0	100	100	0	100	0.00%
Office & Operating Supplies	31	0	0	0	0	0	0	0	0	0.00%
Professional Services	41	492	0	0	0	0	700	0	700	0.00%
		38,684	42,779	42,779	0	42,779	48,016	0	48,016	12.24%
Due to Other Entities 589.030 (formerly 586.xxx)										
Due - Crime Victims	00.12	2,484	2,325	2,325	0	2,325	2,035	0	2,035	-12.47%
Due - Trauma Care	00.83	2,192	2,200	2,200	0	2,200	1,590	0	1,590	-27.73%
Due - Domestic Violence	00.90	15	0	0	0	0	325	0	325	0.00%
Due - State Remit - Court	00.91	59,074	56,500	56,500	0	56,500	45,500	0	45,500	-19.47%
Due - PSEA	00.92	28,088	27,200	27,200	0	27,200	21,500	0	21,500	-20.96%
Due - Hwy Safety	00.94	669	575	575	0	575	600	0	600	4.35%
Due - Lab/Blood/Breath	00.96	3,204	2,705	2,705	0	2,705	2,650	0	2,650	-2.03%
Due - State - JIS	00.97	16,607	15,350	15,350	0	15,350	13,500	0	13,500	-12.05%
Due - School Zone Safety	00.99	1,414	1,200	1,200	0	1,200	865	0	865	-27.92%
Due- Auto Theft Prevention	00.10	3,121	3,500	3,500	0	3,500	2,265	0	2,265	-35.29%
Due - Access Communication	00.11	184	200	200	0	200	240	0	240	20.00%
		117,052	111,755	111,755	0	111,755	91,070	0	91,070	-18.51%
Municipal Court: Equipment 594.012										
Machinery & Equipment	64	0	0	0	0	0	0	0	0	0.00%
Municipal Court: Transfers Out 597.000										
Transfer Out to Auto/Equip Fd (32)	05-32	0	0	0	0	0	0	0	0	0.00%
Total Municipal Court (C1)										
		498,314	480,523	480,523	0	480,523	486,482	0	486,482	1.24%

STAFFING										
Judge		0.35	0.35	0.35	0.00	0.35	0.35	0.00	0.35	0.00%
Court Administrator		1.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00	0.00%
Court Clerk		1.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00	0.00%
Judicial Assistant /Sentence Monitor		0.73	0.73	0.73	0.00	0.73	0.73	0.00	0.73	0.00%
Court Bailiff		0.10	0.10	0.10	0.00	0.10	0.10	0.00	0.10	0.00%
Employee Full-Time Equivalents		3.18	3.18	3.18	0.00	3.18	3.18	0.00	3.18	0.00%

FINANCE

General Fund 001 Department E1

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 provide as needed.

2017 Accomplishments:

- Coordinated the work related to annual audit of the 2016 financial records by the State Auditor Office.
- Provided documentation needed by the Department of Retirement Service, during an audit of the City's 2015 employee compensation records to verify service credits.
- Established a new cash receipting procedure to improve efficiency.
- Continued to coordinate the City's grant reporting activities with the assistance from the Departments managing the grant funded projects.

2018 Goals and Objectives:

- Continue monitoring and analysis of the City's financial activities.
- Prepare for the transition to a new Finance Director after the retirement of the Finance Manager, Judy Pectol, in September 2017.
- Prepare the 2017 year-end documents and complete the annual report for the State Auditor.
- Coordinate the 2017 financial and accountability audits by the State Auditor's Office
- Review departmental procedures to increase efficiency.
- Prepare the proposed 2019 Budget documents for the City Manager to present to the City Council with the assistance of the City's Departments.

Significant Changes 2018:

The Finance Manager position has been reclassified as a Finance Director. For budgeting purposes, the salary noted includes the bonus for being a Certified Public Accountant, in the event that the person selected has earned that professional designation.

CITY OF CHEHALIS 2018 BUDGET

FUND: 001 - GENERAL FUND
DEPARTMENT: FINANCE (E1)

		ACTUAL	BUDGET AS OF 12/11/2017				BUDGET			
			Original Adopted	Budget As	Budget As	Total	Adopted	Adopted	Adopted	
EXPENDITURES	Object Codes	Total 2016	Budget 2017	Amended Recurring Exp	One-Time Expenditure	Amended Budget	Recurring 2018	One-Time 2018	Total 2018	% Chg 17-18
Finance Department (E1) Detail:										
Finance: Administration 514.023										
Salaries & Wages	11	197,914	197,436	172,436	0	172,436	277,918	0	277,918	61.17%
Salaries & Wages (05)	11	0	0	14,085	0	14,085	0	0	0	-100.00%
Overtime	12	1,236	1,000	6,000	0	6,000	2,000	0	2,000	-66.67%
Personnel Benefits	21	79,950	84,325	74,325	0	74,325	103,593	0	103,593	39.38%
Personnel Benefits (05)	21	0	0	1,088	0	1,088	0	0	0	-100.00%
Personnel Benefits-UI Taxes(07	21	0	0	0	0	0	0	0	0	0.00%
Office & Operating Supplies	31	4,213	3,800	3,800	0	3,800	5,650	0	5,650	48.68%
Fuel Consumed	32	18	45	45	0	45	0	0	0	-100.00%
Professional Services	41	0	0	10,136	0	10,136				-100.00%
Small Tools & Equipment	35	1,110	1,000	1,000	0	1,000	500	0	500	-50.00%
Communications	42	1,644	2,800	2,800	0	2,800	2,800	0	2,800	0.00%
Advertising	44	0	0	0	0	0	150	0	150	0.00%
Travel	43	104	25	25	0	25	25	0	25	0.00%
Rentals	45	0	750	750	0	750	1,640	0	1,640	118.67%
Insurance	46	4,529	5,237	5,237	0	5,237	5,505	0	5,505	5.12%
Public Utility Service	47	47	480	480	0	480	480	0	480	0.00%
Repair & Maintenance	48	26,172	38,000	38,000	0	38,000	35,000	0	35,000	-7.89%
Miscellaneous	49	323	4,000	4,000	0	4,000	3,000	0	3,000	-25.00%
Other Debt Service Costs	89	720	0	960	0	960	960	0	960	0.00%
		318,021	338,898	335,167	0	335,167	439,221	0	439,221	31.05%
Finance Contra Expenditures: 514.029										
Wage Contra Exp.	1C	(88,565)	(62,988)	(62,988)	0	(62,988)	(84,000)	0	(84,000)	33.36%
Benefit Contra Exp.	2C	(35,554)	(28,623)	(28,623)	0	(28,623)	(36,600)	0	(36,600)	27.87%
Supplies Contra Exp.	3C	(2,450)	(1,727)	(1,727)	0	(1,727)	(2,901)	0	(2,901)	68.00%
Services Contra Exp.	4C	(15,056)	(14,049)	(14,049)	0	(14,049)	(13,347)	0	(13,347)	-5.00%
		(141,625)	(107,387)	(107,387)	0	(107,387)	(136,848)	0	(136,848)	27.43%
										0.00%
Total Finance Department (E1)		176,396	231,511	227,780	0	227,780	302,373	0	302,373	32.75%
STAFFING										
Finance Manager		1.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00	0.00%
Financial Analyst		0.00	0.00	0.00	0.00	0.00	0.80	0.00	0.80	0.00%
Payroll Accountant		1.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00	0.00%
Accounting Tech II		1.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00	0.00%
Employee Full-Time Equivalents		3.00	3.00	3.00	0.00	3.00	3.80	0.00	3.80	26.67%

HUMAN RESOURCES

General Fund 001 Department G2

Mission and Responsibilities:

The Human Resources Department strives to effectively administer the City's human resource programs 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.

2017 Accomplishments:

- Continued working with department heads to update position job descriptions.
- 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.
- Continuing work on updating the employee personnel manual.
- Successfully recruited for and filled numerous position vacancies throughout the city.
- Participated in 2015 Department of Retirement Audit.
- Participated in negotiating a Collective Bargaining Agreement with the non-uniformed employees that was approved by City Council.

2018 Goals and Objectives:

- Work with City Manager and department heads on succession planning needs.
- Continue to update position job descriptions.
- Manage workforce needs within budgetary constraints.
- Plan for and implement requirements associated with health care reform acts.
- Continue to provide annual programs that support employee health and productivity.

Significant Changes 2018:

HR will contribute to the cost of a new copier lease, which is proposed for the city hall administration department to replace a machine that regularly malfunctions. This department also assumes the costs for a city vehicle that is used occasionally by Administration staff.

CITY OF CHEHALIS 2018 BUDGET

FUND:		001 - GENERAL FUND								
DEPARTMENT:		HUMAN RESOURCES (G2)								
		ACTUAL	BUDGET AS OF 12/11/2017				BUDGET			
	Object		Original Adopted	Budget As	Amended	Total	Adopted	Adopted	Adopted	
EXPENDITURES	Codes	Total	Budget	Amended	One-Time	Amended	Recurring	One-Time	Total	% Chg
		2016	2017	Recurring Exp	Expenditure	2017	2018	2018	2018	17-18
Human Resources (G2) Detail										
Personnel Administration 518.010										
Salaries & Wages	11	94,322	80,808	80,808	0	80,808	88,220	0	88,220	9.17%
Personnel Benefits	21	30,539	31,947	31,947	0	31,947	35,535	0	35,535	11.23%
Supplies	31	501	200	900	0	900	1,500	0	1,500	66.67%
Fuel Consumed	32	23	150	150	0	150	150	0	150	0.00%
Small Tools & Equipment	35	0	100	100	0	100	1,000	0	1,000	900.00%
Professional Services	41	134	550	550	0	550	500	15,000	15,500	2718.18%
Communications	42	884	1,180	1,180	0	1,180	1,300	0	1,300	10.17%
Travel	43	55	250	250	0	250	500	0	500	100.00%
Advertising	44	0	750	750	0	750	500	0	500	-33.33%
Rentals	45	0	0	0	0	0	2,220	0	2,220	0.00%
Insurance	46	1,376	1,595	1,595	0	1,595	1,616	0	1,616	1.32%
Utility Service	47	37	40	40	0	40	0	0	0	-100.00%
Repair & Maintenance	48	243	200	200	0	200	200	0	200	0.00%
Miscellaneous (01)	49	1,394	1,950	1,950	0	1,950	1,200	0	1,200	-38.46%
		129,508	119,720	120,420	0	120,420	134,441	15,000	149,441	24.10%
Personnel Contra Expenditures: 518.019 - NEW IN 2013										
Wage Contra Exp.	1C	(40,284)	(24,502)	(24,502)	0	(24,502)	(26,740)	0	(26,740)	9.13%
Benefit Contra Exp.	2C	(12,190)	(9,031)	(9,031)	0	(9,031)	(10,045)	0	(10,045)	11.23%
Supplies Contra Exp.	3C	(202)	(288)	(288)	0	(288)	(1,693)	0	(1,693)	488.00%
Services Contra Exp.	4C	(1,443)	(5,315)	(5,315)	0	(5,315)	(6,553)	0	(6,553)	23.30%
		(54,119)	(39,136)	(39,136)	0	(39,136)	(45,032)	0	(45,032)	15.07%
Total Human Resources (G2)		75,389	80,584	81,284	0	81,284	89,409	15,000	104,409	28.45%

POLICE DEPARTMENT

General Fund 001 Department H1

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.

2017 Accomplishments:

- WASPC State Accreditation and successful ACCESS Audit.
- Revision and updates of many policies, including: Canine, Animal Shelter and Housing, Lost and Found pertaining to homeless camps.
- Exceeded the State's minimum training requirements for officer's annual training.
- Began a comprehensive process for improving major crime investigations and reporting procedures.
- Replaced our radar trailer, K-9 patrol vehicle, and one police patrol vehicle.
- Ongoing efforts to improve the quality of dispatch services, and determine feasibility of pursuing dispatch service options.
- Hired two patrol officers, promoted one patrol officer to Sergeant, and one Sergeant to Detective Sergeant.

2018 Goals and Objectives:

- Continue our efforts with improving services from Lewis County's Dispatch Center and determining the feasibility of finding other options.
- Complete the process of improving major crime investigation and reporting procedures.
- Explore a new department structure and shift schedule in an effort to reduce overtime and officer fatigue.
- Purchase, train, and implement a new Canine Team.
- Initiate a plan to replace the department's Tasers, which are beyond their life expectancy and no longer supported by the manufacturer.
- Initiate a plan to replace the remainder of the department's portable radios which are beyond the life expectancy, and will be incapable of supporting future federal frequency requirements.

Significant Changes 2018:

To prepare for this budget we created a detailed breakdown of the cost of hiring a new officer. In anticipation of potential retirements, we budgeted for the hiring of two officers. Not knowing if these would be brand new officers, or a lateral transfer from other departments makes this difficult to pinpoint. The total hiring cost of a new officer is \$10,647.00. This includes academy costs, equipment, uniforms and required testing. Therefore this cost is distributed among various expenditure categories.

All Chehalis patrol officers carry Tasers as a less-lethal weapon. The majority of our Tasers are the X26 model which Taser is no longer making, and will no longer be supporting in 2018. Prior to learning this we have been replacing the old Tasers with the new X2's at the rate of one per year, having now replaced four of them. We are in need of replacing the remaining 12, plus one spare. Taser International has replacement programs. The Taser-60 programs provides a Taser under a five year warranty, training cartridges, unlimited batteries, and unlimited patrol cartridges for a fixed rate per officer for a five-year term. The cost to us will be \$5,616 per year for five years. The end cost is slightly higher than purchasing the Tasers outright, but allows us to update at once, and not have to guess on the budget for needed batteries and cartridges, plus it gives us a five year warrantied Taser which purchasing outright does not. This increase is reflected in Patrol Small Tools expenditure.

Also in need of replacement are the department's portable radios. It is unknown when the current radios were purchased, but it has been more than 10 years and they are at the end of their usefulness. Again, we were on a replacement schedule for the department's 20 radios of two per year but are in need of accelerating this plan. We are now looking to replace the radios at the rate of five per year, with a complete turnaround time of three years. Radios cost approximately \$1,000 each, and this cost is also reflected in the Patrol Small Tools increase. If funding is available, the replacement of the radios will be accelerated.

In the past, the Chehalis Police Department has never been charged an inter-departmental rate for the City's mechanic when working on police vehicles. This year we budgeted for that expense of approximately \$13,500 in our facilities expenditures.

In 2017 the Chehalis Police Department replaced two vehicles, budgeting \$90,000. For 2018 we propose replacing one police vehicle, therefore the capital outlay budget has been reduced to \$36,260.

The Dispatch fees for 2018 increased 10%.

CITY OF CHEHALIS 2018 BUDGET

FUND:	001 - GENERAL FUND
DEPARTMENT:	POLICE DEPARTMENT (H1)

		ACTUAL	BUDGET AS OF 12/11/2017				BUDGET			
			Original Adopted	Budget As	Budget As	Total	Adopted	Adopted	Adopted	
EXPENDITURES	Object Codes	Total 2016	Budget 2017	Amended Recurring Exp	One-Time Expenditure	Amended 2017	Recurring 2018	One-Time 2018	Total 2018	% Chg 17-18
Police Department (H1) Detail:										
Police Department : Administration 521.010										
Salaries & Wages	11	174,310	173,868	173,868	0	173,868	180,900	0	180,900	4.04%
Salaries & Wages (02)	11	45,859	45,852	45,852	0	45,852	49,080	0	49,080	7.04%
Salaries & Wages-PT (05)	11	860	0	0	0	0	0	0	0	0.00%
Overtime	12	0	0	0	0	0	0	0	0	0.00%
Personnel Benefits	21	67,157	69,657	69,657	0	69,657	74,254	0	74,254	6.60%
Personnel Benefits (02)	21	17,972	19,047	19,047	0	19,047	20,478	0	20,478	7.51%
Personnel Benefits-PT (05)	21	72	0	0	0	0	0	0	0	0.00%
Uniforms & Clothing	24	0	0	0	0	0	0	0	0	0.00%
Office & Oper. Supplies (01)	31	5,085	5,000	5,000	0	5,000	5,000	0	5,000	0.00%
Office & Oper. Supplies (02)	31	2,852	3,500	3,500	0	3,500	3,500	0	3,500	0.00%
Small Tools & Minor Equip.	35	2,654	5,500	5,500	0	5,500	5,500	0	5,500	0.00%
Professional Services	41	3,484	4,500	11,400	0	11,400	4,500	0	4,500	-60.53%
Communications	42	24,672	22,000	22,000	0	22,000	24,000	0	24,000	9.09%
Rentals	45	1,500	2,000	2,000	0	2,000	1,500	0	1,500	-25.00%
Insurance	46	35,870	41,777	41,777	0	41,777	44,300	0	44,300	6.04%
Repair & Maintenance	48	4,304	8,500	8,500	0	8,500	8,500	0	8,500	0.00%
R & M - LC Info Systems (01)	48	6,480	4,300	4,300	0	4,300	4,300	0	4,300	0.00%
Miscellaneous	49	1,354	1,800	1,800	0	1,800	1,800	0	1,800	0.00%
Other Debt Service Cost	89	0	0	0	0	0	0	0	0	0.00%
		394,485	407,301	414,201	0	414,201	427,612	0	427,612	3.24%
Police Department: Records 521.R10										
Salaries & Wages	11	82,560	82,560	82,560	0	82,560	88,490	0	88,490	7.18%
Personnel Benefits	21	53,989	57,103	57,103	0	57,103	61,752	0	61,752	8.14%
		136,549	139,663	139,663	0	139,663	150,242	0	150,242	7.57%
Police Department: Investigations 521.021										
Salaries & Wages	11	192,481	147,552	147,552	0	147,552	240,204	0	240,204	62.79%
Overtime	12	15,980	15,000	15,000	0	15,000	15,000	0	15,000	0.00%
Personnel Benefits	21	84,016	76,021	76,021	0	76,021	119,007	0	119,007	56.54%
Uniforms & Clothing	24	1,620	1,620	1,620	0	1,620	1,800	0	1,800	11.11%
Professional Services	41	1,253	2,000	2,000	0	2,000	3,000	0	3,000	50.00%
Miscellaneous	49	0	0	0	0	0	0	0	0	0.00%
		295,350	242,193	242,193	0	242,193	379,011	0	379,011	56.49%
Police Department: Patrol 521.022										
Salaries & Wages	11	860,953	962,098	962,098	0	962,098	948,334	0	948,334	-1.43%
Overtime	12	119,390	80,000	80,000	0	80,000	80,000	0	80,000	0.00%
Personnel Benefits	21	407,927	456,890	456,890	0	456,890	421,564	0	421,564	-7.73%
Personnel Benefits-UI Taxes (07	21	0	0	0	0	0	0	0	0	0.00%
Uniforms & Clothing	24	9,860	10,000	10,000	0	10,000	13,500	0	13,500	35.00%
Office & Operating Supplies	31	13,344	18,000	18,411	0	18,411	18,000	0	18,000	-2.23%
Fuel Consumed	32	19,060	23,000	23,000	0	23,000	25,000	0	25,000	8.70%
Small Tools & Equipment	35	11,484	15,000	24,486	0	24,486	18,000	0	18,000	-26.49%
Professional Services	41	2,746	3,000	3,000	0	3,000	3,000	0	3,000	0.00%
Communications	42	0	0	0	0	0	0	0	0	0.00%
Communications - Mobile (01)	42	3,400	3,500	3,500	0	3,500	3,500	0	3,500	0.00%
Rentals	45	0	0	0	0	0	0	0	0	0.00%
Repair & Maintenance	48	8,657	6,000	6,000	0	6,000	6,000	0	6,000	0.00%
Miscellaneous	49	0	250	250	0	250	250	0	250	0.00%
		1,456,821	1,577,738	1,587,635	0	1,587,635	1,537,148	0	1,537,148	-3.18%
Police Department: Special Units 521.023										
Miscellaneous	49	4,538	0	3,000	0	3,000	0	0	0	-100.00%
Police Department: CRT 521.C23										
Uniforms & Clothing	24	0	500	500	0	500	500	0	500	0.00%
Office & Operating Supplies	31	0	1,000	1,000	0	1,000	1,000	0	1,000	0.00%
Professional Services	41	0	0	0	0	0	0	0	0	0.00%
		0	1,500	1,500	0	1,500	1,500	0	1,500	0.00%

CITY OF CHEHALIS 2018 BUDGET

FUND:	001 - GENERAL FUND
DEPARTMENT:	POLICE DEPARTMENT (H1)

		ACTUAL	BUDGET AS OF 12/11/2017				BUDGET			
			Original Adopted	Budget As	Budget As	Total	Adopted	Adopted	Adopted	
EXPENDITURES	Object Codes	Total 2016	Budget 2017	Amended Recurring Exp	One-Time Expenditure	Amended 2017	Recurring 2018	One-Time 2018	Total 2018	% Chg 17-18
Police Department: Training 521.040										
Fuel Consumed-Training	24	0	0	0	0	0	0	0	0	0.00%
Travel-Admin	43	5,810	2,000	2,000	0	2,000	2,000	0	2,000	0.00%
Travel-Staff (01)	43	5,143	5,000	5,555	0	5,555	5,000	0	5,000	-9.99%
Miscellaneous-Admin	49	1,035	1,500	1,500	0	1,500	1,500	0	1,500	0.00%
Miscellaneous-Staff (01)	49	8,609	7,000	9,275	0	9,275	7,000	0	7,000	-24.53%
College tuition & books (11)	49	0	0	0	0	0	0	0	0	0.00%
		20,597	15,500	18,330	0	18,330	15,500	0	15,500	-15.44%
Police Department: Facilities 521.050										
Salaries & Wages	11	9,847	0	0	0	0	10,000	0	10,000	0.00%
Personnel Benefits	21	3,892	0	0	0	0	3,500	0	3,500	0.00%
Office & Operating Supplies	31	77	500	500	0	500	0	0	0	-100.00%
Public Utility Service	47	769	750	750	0	750	0	0	0	-100.00%
Repairs & Maintenance	48	383	500	500	0	500	0	0	0	-100.00%
Miscellaneous	49	384	450	450	0	450	0	0	0	-100.00%
		15,352	2,200	2,200	0	2,200	13,500	0	13,500	513.64%
Total - Law Enforcement		2,323,692	2,386,095	2,408,722	0	2,408,722	2,524,513	0	2,524,513	4.81%
Police Department: Care & Custody of Prisoners 523.060										
Professional Services	41	1,131	5,000	5,000	0	5,000	5,000	0	5,000	0.00%
Intergovt Prof Services	51	99,687	100,000	100,000	0	100,000	80,000	0	80,000	-20.00%
		100,818	105,000	105,000	0	105,000	85,000	0	85,000	-19.05%
Police Department: Integov't. Prof Services 528.060										
Comm., Alarms & Dispatch	51	172,333	191,240	191,240	0	191,240	210,364	0	210,364	10.00%
Police Department: Nuisance Control 554.020 (formerly 539.020)										
Salaries & Wages	11	24,054	24,054	24,054	0	24,054	25,787	0	25,787	7.20%
Overtime	12	0	0	0	0	0	0	0	0	0.00%
Personnel Benefits	21	16,678	17,802	17,802	0	17,802	19,336	0	19,336	8.61%
		40,732	41,856	41,856	0	41,856	45,123	0	45,123	7.80%
Police Department: Animal Control 554.030										
Salaries & Wages	11	24,054	24,054	24,054	0	24,054	25,787	0	25,787	7.20%
Personnel Benefits	21	16,678	17,802	17,802	0	17,802	19,336	0	19,336	8.62%
Office & Operating Supplies	31	76	150	150	0	150	150	0	150	0.00%
Small Tools & Equipment	35	0	0	0	0	0	0	0	0	0.00%
Utility Service	47	490	350	350	0	350	350	0	350	0.00%
Repair & Maintenance	48	0	0	0	0	0	0	0	0	0.00%
Miscellaneous	49	70	0	0	0	0	0	0	0	0.00%
Intergovt Professional Services	51	2,800	3,500	3,500	0	3,500	3,500	0	3,500	0.00%
		44,168	45,856	45,856	0	45,856	49,123	0	49,123	7.12%
Due to Other Entitles 586										
State - Sales Tax	004.00	0	0	0	0	0	0	0	0	0.00%
State - Police Dept	003.00	0	250	250	0	250	0	0	0	-100.00%
State - LET	006.00	11,119	9,500	9,500	0	9,500	9,500	0	9,500	0.00%
State - Bkg Inv	000.00	420	0	0	0	0	0	0	0	0.00%
		11,539	9,750	9,750	0	9,750	9,500	0	9,500	-2.56%
Police Department: Parking Facilities 542.065										
Salaries & Wages	11	37,856	38,011	38,011	0	38,011	44,895	0	44,895	18.11%
Personnel Benefits	21	18,567	19,870	19,870	0	19,870	22,356	0	22,356	12.51%
Uniforms & Clothing	24	0	0	0	0	0	0	0	0	0.00%
Repair & Maintenance	48	467	0	0	0	0	0	0	0	0.00%
External Taxes & Oper Assess	53	0	0	0	0	0	0	0	0	0.00%
		56,890	57,881	57,881	0	57,881	67,251	0	67,251	16.19%

CITY OF CHEHALIS 2018 BUDGET

FUND:	001 - GENERAL FUND
DEPARTMENT:	POLICE DEPARTMENT (H1)

		ACTUAL	BUDGET AS OF 12/11/2017				BUDGET			
			Original Adopted	Budget As	Budget As	Total	Adopted	Adopted	Adopted	
EXPENDITURES	Object Codes	Total 2016	Budget 2017	Amended Recurring Exp	One-Time Expenditure	Amended 2017	Recurring 2018	One-Time 2018	Total 2018	% Chg 17-18
<i>Police Department: Capital Outlay</i>										
Vehicle Purchase	64	36,812	90,000	0	90,000	90,000	36,260	0	36,260	-59.71%
Vehicle Purchase	64.K9	6,040	0	0	0	0	0	0	0	0.00%
		42,852	90,000	0	90,000	90,000	36,260	0	36,260	-59.71%
Total Police Department (H1)		2,793,024	2,927,678	2,860,305	90,000	2,950,305	3,027,134	0	3,027,134	2.60%

STAFFING									
Chief of Police	1.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00	0.00%
Deputy Chief	1.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00	0.00%
Administrative Assistant	1.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00	0.00%
Records Technician	2.00	2.00	2.00	0.00	2.00	2.00	0.00	2.00	0.00%
Police Sergeant	3.00	4.00	4.00	0.00	4.00	4.00	0.00	4.00	0.00%
Police Officer	13.00	14.00	14.00	0.00	14.00	14.00	0.00	14.00	0.00%
Parking Enforcement Officer	1.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00	0.00%
Community Services Officer	1.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00	0.00%
Civil Service Examiner	0.05	0.05	0.05	0.00	0.05	0.05	0.00	0.05	0.00%
Employee Full-Time Equivalents	23.05	25.05	25.05	0.00	25.05	25.05	0.00	25.05	0.00%

FIRE DEPARTMENT

General Fund 001 Department I1

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 or 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.

2017 Accomplishments:

- Monthly training has been successfully merged with Riverside Fire Authority (RFA) and Lewis County Fire District #6 (LCFD #6)
- An ERS Pre-Fire Plan Data Base has been developed to enhance emergency operations.
- E-48-4 Airport Crash Foam Engine has been completed and is now in-service
- The city's training site has been enhanced with a Roof Prop, PUD Power Poles and Sprinkler connections.
- Implemented KNOX Box Key Safe Program for all occupancies.

2018 Goals and Objectives:

- Develop a Tactical Duplex Radio Channel jointly with RFA to improve safety and field operations.
- Convert the Ford F-150 for dual purpose seasonal wildland brush unit and fire utility.
- Complete Fire Station repairs to address deferred maintenance projects and prevent further deterioration of the building.
- Develop a plan for a fire Station Replacement Project and identify funding options.

Significant Changes in the 2018:

General Expenses

Small Tools and Equipment in Administration has been increased \$2,200 to replace outdated computers and printers.

In Fire Suppression and EMS, funding in the amount of \$15,000 has been included to fund the City's part in the development of a duplex radio channel with RFA to improve communications in emergency response situations.

Capital Outlay

Funding for a new command vehicle is included in the capital outlay budget to replace the current 2005 vehicle which has over 140,000 miles on it and is requiring an increasing level of maintenance related to electronic difficulties and repetitive transmission malfunctions. This vehicle serves as the mobile office for the Command Officer, typically the Fire Chief, who responds to major emergencies 24-7.

The purchase of equipment to convert the fire investigation vehicle replaced in 2017 to become a dual purpose seasonal wildland brush unit and fire utility vehicle has been included in the proposed budget. 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.

In 2017, \$75,000 was budgeted to initiate repairs to the City's historic fire station that has deteriorated due long deferred maintenance during the recession and anticipation that the City may consolidate with another fire agency. Due to the significant deterioration of the building interior and inherent issues with a historic building, the maintenance cannot be postponed any longer. Additional repairs are needed to address issues throughout the building, including water leaking through windows, chunks of plaster falling from the ceiling, as well as a need to paint the interior and remove the carpeting and drapes (1970s era). In 2018, an additional \$120,000 has been budgeted in capital facilities, with anticipation that Real Estate Excise Tax proceeds, which are restricted for certain capital improvements, will be used to fund the repairs. Unfortunately, the building will still not meet building codes for essential service buildings, so additional exploration of alternatives for a new fire station or future consolidations will also continue in 2018. In the meantime, the maintenance investment will help preserve the historic fire station building for the future.

CITY OF CHEHALIS 2018 BUDGET

FUND: 001 - GENERAL FUND
DEPARTMENT: FIRE DEPARTMENT (I1)

		ACTUAL	BUDGET AS OF 12/11/2017				BUDGET			
	Object Codes	Total 2016	Original Adopted Budget 2017	Budget As Amended Recurring Exp	Budget As One-Time Expenditure	Total Amended 2017	Adopted Recurring 2018	Adopted One-Time 2018	Adopted Total 2018	% Chg 17-18
EXPENDITURES										
Fire Department (I1) Detail:										
Administration 522.010										
Salaries & Wages	11	89,740	91,560	91,560	0	91,560	95,225	0	95,225	4.00%
Salaries & Wages (02)	11	47,088	46,248	46,248	0	46,248	47,088	0	47,088	1.82%
Salaries & Wages (05)	11	800	522	522	0	522	522	0	522	0.00%
Personnel Benefits	21	16,703	17,003	17,003	0	17,003	17,790	0	17,790	4.63%
Personnel Benefits (02)	21	16,479	17,603	17,603	0	17,603	18,375	0	18,375	4.39%
Personnel Benefits (05)	21	67	44	44	0	44	44	0	44	0.00%
Supplies	31	3,065	2,500	2,500	0	2,500	2,500	0	2,500	0.00%
Small Tools & Equipment	35	2,027	3,000	3,000	0	3,000	5,200	0	5,200	73.33%
Professional Services	41	0	0	14,105	0	14,105	0	0	0	-100.00%
Communications	42	9,327	9,000	9,000	0	9,000	9,000	0	9,000	0.00%
Travel	43	0	0	0	0	0	0	0	0	0.00%
Advertising	44	0	0	0	0	0	0	0	0	0.00%
Repair & Maintenance	48	1,087	2,000	2,000	0	2,000	2,000	0	2,000	0.00%
Miscellaneous	49	2,417	2,000	2,000	0	2,000	2,000	0	2,000	0.00%
Intergovt Prof Services	51	0	36,789	36,789	0	36,789	24,066	0	24,066	-34.58%
		188,800	228,269	242,374	0	242,374	223,810	0	223,810	-7.66%
Fire Suppression and EMS 522.02X										
Suppression 522.020										
Salaries & Wages	11	159,003	167,704	167,704	0	167,704	165,203	0	165,203	-1.49%
Salaries & Wages (05)	11	0	0	0	0	0	0	0	0	0.00%
Overtime	12	34,764	35,000	35,000	0	35,000	50,000	0	50,000	42.86%
Personnel Benefits	21	77,975	76,646	76,646	0	76,646	71,880	0	71,880	-6.22%
Personnel Benefits (05)	21	0	0	0	0	0	0	0	0	0.00%
Uniforms & Clothing	24	61,535	37,625	37,625	0	37,625	37,625	0	37,625	0.00%
Supplies	31	35,762	33,040	33,040	0	33,040	33,040	0	33,040	0.00%
Supplies - Hydrants	31	0	3,000	3,000	0	3,000	3,000	0	3,000	0.00%
Fuel Consumed	32	10,096	8,000	8,000	0	8,000	8,000	0	8,000	0.00%
Small Tools & Equipment	35	9,169	5,328	5,328	0	5,328	15,000	0	15,000	181.53%
Professional Services	41	15,784	10,900	10,900	0	10,900	10,900	0	10,900	0.00%
Insurance	46	35,740	46,450	46,450	0	46,450	45,525	0	45,525	-1.99%
Repair & Maintenance	48	39,725	25,560	25,560	0	25,560	25,560	0	25,560	0.00%
Miscellaneous	49	0	0	0	0	0	0	0	0	0.00%
Intergovt Prof Services	51	65,631	72,359	72,359	0	72,359	79,595	0	79,595	10.00%
Interfund Capital Outlays	94	0	0	0	0	0	0	0	0	0.00%
Interfund Chgs - Fire Hydrants	98	0	0	0	0	0	0	0	0	0.00%
		545,184	521,612	521,612	0	521,612	545,328	0	545,328	4.55%
Fire Hydrants: Contra Expenditure Offsets - Water Fund 522.025										
Wage Offsets	1A	0	500	500	0	500	0	0	0	-100.00%
Benefit Offsets	2A	0	500	500	0	500	0	0	0	-100.00%
		0	1,000	1,000	0	1,000	0	0	0	-100.00%
Fire Prevention & Investigation 522.030										
Supplies	31	3,029	2,000	2,000	0	2,000	2,000	0	2,000	0.00%
Small Tools and Equipment	35	1,274	500	500	0	500	500	0	500	0.00%
Repair & Maintenance	48	54	0	0	0	0	0	0	0	0.00%
Miscellaneous	49	0	0	0	0	0	0	0	0	0.00%
Intergovt Prof Services	51	8,585	9,000	20,000	0	20,000	20,000	0	20,000	0.00%
		12,942	11,500	22,500	0	22,500	22,500	0	22,500	0.00%
Employee Training 522.045										
Supplies	31	1,708	11,500	11,500	0	11,500	11,500	0	11,500	0.00%
Fuel Consumed - Staff Travel (01)	32	0	500	500	0	500	500	0	500	0.00%
Small Tools and Equipment	35	19,441	8,000	8,000	0	8,000	0	0	0	-100.00%
Professional Services	41	75	5,000	5,000	0	5,000	5,000	0	5,000	0.00%
Travel - Administration	43	895	2,000	2,000	0	2,000	2,000	0	2,000	0.00%
Travel - Staff (01)	43	6,087	15,050	15,050	0	15,050	15,050	0	15,050	0.00%
Miscellaneous - Administration	49	525	1,000	1,000	0	1,000	1,000	0	1,000	0.00%
Miscellaneous - Staff (01)	49	6,649	8,600	8,600	0	8,600	8,600	0	8,600	0.00%
		35,380	51,650	51,650	0	51,650	43,650	0	43,650	-15.49%
Facilities 522.050										
Salaries & Wages	11	359	0	0	0	0	500	0	500	0.00%
Personnel Benefits	21	146	0	0	0	0	500	0	500	0.00%
Supplies	31	3,130	3,300	3,300	0	3,300	3,300	0	3,300	0.00%
Small Tools & Equipment	35	9,381	23,600	23,600	0	23,600	23,600	0	23,600	0.00%
Professional Services	41	86	0	0	0	0	0	0	0	0.00%
Rentals	45	15	0	0	0	0	0	0	0	0.00%
Utility Service	47	10,988	12,000	12,000	0	12,000	12,000	0	12,000	0.00%
Repair & Maintenance	48	1,556	4,000	4,000	0	4,000	4,000	0	4,000	0.00%
Miscellaneous	49	142	0	0	0	0	0	0	0	0.00%
		25,803	42,900	42,900	0	42,900	43,900	0	43,900	2.33%
Total Fire Control										
		808,109	856,931	882,036	0	882,036	879,188	0	879,188	-0.32%

CITY OF CHEHALIS 2018 BUDGET

FUND:	001 - GENERAL FUND
DEPARTMENT:	FIRE DEPARTMENT (11)

EXPENDITURES	Object Codes	ACTUAL	BUDGET AS OF 12/11/2017				BUDGET			% Chg 17-18
		Total 2016	Original Adopted Budget 2017	Budget As Amended Recurring Exp	Budget As One-Time Expenditure	Total Amended 2017	Adopted Recurring 2018	Adopted One-Time 2018	Adopted Total 2018	
<i>Disaster Preparedness 525.060</i>										
External Taxes & Oper Assess	53	13,012	13,500	13,500	0	13,500	13,500	0	13,500	0.00%
<i>Ambulance Services 522.026</i>										
Supplies	31	2,617	3,330	3,330	0	3,330	3,330	0	3,330	0.00%
Small Tools & Equipment	35	5,389	4,230	4,230	0	4,230	4,230	0	4,230	0.00%
Professional Services	41	0	500	500	0	500	500	0	500	0.00%
		8,006	8,060	8,060	0	8,060	8,060	0	8,060	0.00%
<i>Rescue and Emergency Aid 522.028</i>										
Salaries & Wages	11	636,012	642,816	642,816	0	642,816	661,062	0	661,062	2.84%
Overtime	12	139,054	160,000	160,000	0	160,000	200,000	0	200,000	25.00%
Personnel Benefits	21	311,437	306,582	306,582	0	306,582	287,523	0	287,523	-6.22%
		1,086,503	1,109,398	1,109,398	0	1,109,398	1,148,585	0	1,148,585	3.53%
<i>Fire Department: Principal & Interest - Loan for Fire Truck</i>										
Principal 591.022	71	83,172	85,702	85,702	0	85,702	88,310	0	88,310	3.04%
Interest 592.022	83	17,000	14,470	14,470	0	14,470	11,875	0	11,875	-17.94%
		100,172	100,172	100,172	0	100,172	100,185	0	100,185	0.01%
Total Emergency Services, Ambulance, Rescue & Emergency Aid		1,207,693	1,231,130	1,231,130	0	1,231,130	1,270,330	0	1,270,330	3.18%
<i>Suppression - Capital Outlay 594.022</i>										
Building & Structures	62	0	75,000	0	75,000	75,000	0	0	0	-100.00%
Capital Outlay	64	32,879	48,454	0	98,954	98,954	65,000	0	65,000	-34.31%
		32,879	123,454	0	173,954	173,954	65,000	0	65,000	-62.63%
Total Fire Department (11)		2,048,681	2,211,515	2,113,166	173,954	2,287,120	2,214,518	0	2,214,518	-3.17%
STAFFING										
Chief		1.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00	0.00%
Department Administrative Assistant		1.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00	0.00%
Captain		4.00	4.00	4.00	0.00	4.00	4.00	0.00	4.00	0.00%
Firefighter/Engineer		7.00	7.00	7.00	0.00	7.00	7.00	0.00	7.00	0.00%
Firefighter/Paramedic		1.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00	0.00%
Reserve Firefighter		1.00	1.00	1.00	0.00	1.00	0.00	0.00	0.00	-100.00%
Civil Service Examiner		0.10	0.10	0.10	0.00	0.10	0.10	0.00	0.10	0.00%
Employee Full-Time Equivalents		15.10	15.10	15.10	0.00	15.10	14.10	0.00	14.10	-6.62%

FACILITIES & PARKS DEPARTMENT

General Fund 001 Department F2

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.

2017 Accomplishments:

- Renovated the Little League restrooms
- Managed renovation of the restrooms downtown,
- Repaired and painted the wall in the City Hall parking lot
- Managed tree trimming at the Spray Park
- Assisted a Church of Ladder Day Saints volunteer group in painting the VR Lee / Fred Hess Kitchens, tree removal on Washington Ave. and cleaning of City Hall parking lot.
- Managed the re-roofing of Community Development and Facilities building
- Hung new banners in downtown area
- Started new downtown hanging basket program
- Painted Community Development complex
- Continued holiday decorating program

2018 Goals and Objectives:

- Refine Facilities Maintenance Program Plans to monitor the condition of buildings and identify maintenance project over multiple years.
- Restroom renovations at Penny Playground and Girl's Fast Pitch Complex.
- Update City Hall's landscaping.
- Paint Shelters at Recreation Park.
- Assist Wastewater with the Stan Hedwall Sewer Connection Project.
- Hang additional banners in downtown area.
- Library Window Maintenance: re-caulking and painting.
- Remove dangerous trees at Alexander Park.
- Continue downtown hanging basket program.
- Continued holiday decorating program.
- Perform Water slide maintenance at the Gail and Carolyn Shaw Aquatics Complex.

Significant Changes 2018:

The 2018 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. 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.

- \$12,500 increase for new janitorial contract to improve the cleanliness of City facilities and restrooms, which was approved by the City Council in 2017.
- \$13,500 increase for operating supplies.
- \$12,500 increase for 3 additional seasonal workers to accomplish more projects in the Spring/Summer months.
- \$25,000 one time for renovation of penny playground restroom and Fast pitch restroom.

- \$7,000 one time for landscaping at city hall to demonstrate and inspire pride in our facilities and be an example of why it is important to invest in the maintenance of City facilities.
- \$10,000 one time for concrete floors to be poured in maintenance shop and carpenter shop at community development property to meet current Department of Ecology Standards.
- \$15,000 one time for dangerous tree removal at Alexander park near covered shelters to prevent repetitive damage to the shelter and prevent injuring a park patron.
- \$12,960 for lease of 2 new mowers to replace mowers that are more than 10 years old and have become more expensive to repair than the proposed lease costs, as well as potentially a safety hazard to operate as the wheel actual fell apart during operation. In addition, the time out of service for repair has impacted the ability to maintain mowing of the fields used by community groups for youth sports.
- \$6,500 for new commercial grade pool vacuum to maintain the pool more effectively and use less staff time for maintenance.
- \$40,000 for new pool heater to replace the current one that has ongoing electrical issues, causing it to be very unreliable. In 2017, one week of swim lessons for kids had to be cancelled because the heater did not come on and the water temperature was not warm enough for the young kids to be in it for the length of the lesson.
- \$12,000 for water slide maintenance to clean and restore the slides to a "like new" condition, which will likely be done every three years. The goal is to maintain the slides before they become unattractive and extend their useful life.
- \$15,000 cleaning of library roof and moss treatment to prevent the moss from damaging the roof.
- \$5,000 window caulking and painting at the library to prevent leaking and maintain the building proactively.

CITY OF CHEHALIS 2018 BUDGET

FUND:	001 - GENERAL FUND
DEPARTMENT:	FACILITIES AND PARKS - (F2)

		ACTUAL	BUDGET AS OF 12/11/2017				BUDGET			
	Object	Total	Original Adopted	Budget As	Budget As	Total	Adopted	Adopted	Adopted	
EXPENDITURES	Codes	2016	Budget	Amended	One-Time	Amended	Recurring	One-Time	Total	% Chg
		2016	2017	Recurring Exp	Expenditure	2017	2018	2018	2018	17-18
Facilities and Parks										
Facilities Administration: 518.031										
Salaries & Wages	11	15,406	19,708	19,708	0	19,708	18,480	0	18,480	-6.23%
Salaries & Wages (02)	11	0	10,565	10,565	0	10,565	11,321	0	11,321	7.15%
Personnel Benefits	21	0	7,023	7,023	0	7,023	6,975	0	6,975	-0.69%
Personnel Benefits (02)	21	5,567	6,473	6,473	0	6,473	6,475	0	6,475	0.03%
Personnel Benefits-UI Taxes (07)	21	996	0	0	0	0	0	0	0	0.00%
Supplies	31	956	2,000	2,000	0	2,000	1,250	0	1,250	-37.50%
Small Tools & Minor Equipment	35	0	1,000	1,000	0	1,000	1,000	0	1,000	0.00%
Professional Services	41	49	0	0	0	0	200	0	200	0.00%
Communications	42	23,337	21,000	21,000	0	21,000	12,000	0	12,000	-42.86%
Advertising	44	0	100	100	0	100	0	0	0	-100.00%
Rentals	41	0	0	0	0	0	1,680	0	1,680	0.00%
Insurance	46	1,180	1,244	1,244	0	1,244	840	0	840	-32.48%
Repair & Maintenance	48	0	0	0	0	0	0	0	0	0.00%
Miscellaneous	49	55	100	100	0	100	100	0	100	0.00%
Ext.Taxes & Oper Assess	53	0	0	0	0	0	0	0	0	0.00%
		47,546	69,213	69,213	0	69,213	60,321	0	60,321	-12.85%
General Facilities Maintenance 518.030										
Salaries & Wages	11	278,317	244,149	277,524	0	277,524	276,505	0	276,505	-0.37%
Salaries & Wages (05)	11	26,321	38,500	38,500	0	38,500	50,000	0	50,000	29.87%
Salaries & Wages (06)	11	5,256	0	12,000	0	12,000	0	0	0	-100.00%
Overtime	12	3,647	2,000	2,000	0	2,000	6,000	0	6,000	200.00%
Overtime (05)	12	17	0	0	0	0	500	0	500	0.00%
Personnel Benefits	21	132,097	154,766	154,766	0	154,766	152,951	0	152,951	-1.17%
Personnel Benefits (05)	21	4,769	6,650	6,650	0	6,650	16,650	0	16,650	150.38%
Personnel Benefits (06)	21	2,463	0	0	0	0	0	0	0	0.00%
Personnel Benefits-UI Taxes (07)	21	840	0	0	0	0	0	0	0	0.00%
Uniforms & Clothing	24	966	1,400	1,400	0	1,400	1,500	0	1,500	7.14%
Supplies	31	62,520	37,500	50,500	0	50,500	50,000	25,000	75,000	48.51%
Fuel Consumed	32	11,508	12,000	12,000	0	12,000	12,000	0	12,000	0.00%
Small Tools & Equipment	35	382	3,000	4,125	0	4,125	3,500	0	3,500	-15.15%
Professional Services	41	33,012	28,500	51,500	0	51,500	40,000	0	40,000	-22.33%
Communications	42	469	500	500	0	500	500	0	500	0.00%
Travel	43	935	500	500	0	500	800	0	800	60.00%
Rentals	45	5,713	4,000	4,000	0	4,000	15,760	0	15,760	294.00%
Insurance	46	18,186	20,564	20,564	0	20,564	20,564	0	20,564	0.00%
Utility Service	47	64,093	56,500	56,500	0	56,500	61,020	0	61,020	8.00%
Repair & Maintenance	48	27,748	40,000	71,945	0	71,945	40,000	34,500	74,500	3.55%
Miscellaneous	49	3,431	0	0	0	0	2,000	0	2,000	0.00%
Ext.Taxes & Oper Assess	53	463	200	200	0	200	200	0	200	0.00%
Equipment & Machinery	64	0	0	0	0	0	0	0	0	0.00%
		683,153	650,729	765,174	0	765,174	750,450	59,500	809,950	5.85%
Facilities Swimming Pools: 576.020										
Salaries & Wages (05)	11	0	0	0	0	0	0	0	0	0.00%
Overtime (05)	12	0	0	0	0	0	0	0	0	0.00%
Personnel Benefits (05)	21	0	0	0	0	0	0	0	0	0.00%
Office & Operating Supplies	31	23,119	18,000	23,500	0	23,500	23,000	0	23,000	-2.13%
Small Tools & Equipment	35	0	0	0	0	0	0	6,500	6,500	0.00%
Professional Services	41	0	0	6,500	0	6,500	0	0	0	-100.00%
Communications	42	789	500	500	0	500	1,000	0	1,000	100.00%
Rentals	45	836	1,000	1,000	0	1,000	1,000	0	1,000	0.00%
Insurance	46	4,997	5,658	8,083	0	8,083	8,570	0	8,570	6.02%
Utility Service	47	25,293	25,500	32,500	0	32,500	30,348	0	30,348	-6.62%
Repair & Maintenance	48	12,495	3,500	35,500	0	35,500	0	12,000	12,000	-66.20%
Miscellaneous	49	625	500	500	0	500	0	0	0	-100.00%
Equipment & Machinery	64	0	0	0	0	0	0	39,000	39,000	0.00%
		68,154	54,658	108,083	0	108,083	63,918	57,500	121,418	12.34%
Library Facilities: 572.050										
Salaries & Wages	11	2,666	0	0	0	0	0	0	0	0.00%
Salaries & Wages PT (05)	11	1,488	0	0	0	0	0	0	0	0.00%
Personnel Benefits	21	1,494	0	0	0	0	0	0	0	0.00%
Personnel Benefits PT (05)	21	265	0	0	0	0	0	0	0	0.00%
Office & Operating Supplies	31	1,321	1,500	1,500	0	1,500	3,500	0	3,500	133.33%
Professional Services	41	637	750	750	0	750	6,000	0	6,000	700.00%
Rentals	45	35	0	0	0	0	0	0	0	0.00%
Insurance	46	4,767	5,400	5,400	0	5,400	5,395	0	5,395	-0.09%
Utility Service	47	7,675	7,500	7,500	0	7,500	8,640	0	8,640	15.20%
Repair & Maintenance	48	6,710	1,250	10,250	0	10,250	3,500	20,000	23,500	129.27%
Miscellaneous	49	22	0	0	0	0	0	0	0	0.00%
		27,080	16,400	25,400	0	25,400	27,035	20,000	47,035	85.18%
Due to State: 589.030										
Sales Tax	00.04	0	0	0	0	0	0	0	0	0.00%
Hotel/Motel Tax	00.14	0	0	540	0	540	540	0	540	0.00%
		0	0	540	0	540	540	0	540	0.00%
Total Facilities & Parks		825,933	791,000	968,410	0	968,410	902,264	137,000	1,039,264	7.32%

CITY OF CHEHALIS 2018 BUDGET

FUND:	001 - GENERAL FUND
DEPARTMENT:	FACILITIES AND PARKS - (F2)

STAFFING										
Public Works Director	0.00	0.00	0.00	0.00	0.00	0.20	0.00	0.20		0.00%
Public Works Office Manager	0.00	0.00	0.00	0.00	0.00	0.20	0.00	0.20		0.00%
Property Maintenance Tech, I/II	4.00	4.00	4.00	0.00	4.00	5.00	0.00	5.00		25.00%
Property Maintenance Worker	1.00	1.00	1.00	0.00	1.00	0.00	0.00	0.00		-100.00%
Property Maintenance Aide (seasonal)	0.98	0.00	0.00	0.98	0.98	2.10	0.00	2.10		114.29%
Employee Full-Time Equivalents	5.98	5.00	5.00	0.98	5.98	7.50	0.00	7.50		25.42%

PLANNING & BUILDING DEPARTMENT

General Fund 001 Department P2

Mission and Responsibilities:

The Planning and Building Department provides staff support for development and review of 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.

2017 Accomplishments:

- Approximately 318 permits were processed through the Department in the first eight months.
- Actively participated in the development of a new draft Inter Local Agency Agreement (ILA) with Lewis County to resume responsibility for UGA permitting activities.
- Completed Shoreline Master Program update, which was approved by the City Council.
- Completed Comprehensive Plan Update, which was approved by the City Council
- Completed the National Flood Insurance Community Rating System Review (CRS) for update to a new manual.
- Applied for and received a Flood Authority Grant for the Chehalis Flood Storage and Habitat Enhancement Master Plan – Phase 1 and completed the grant funded work.
- Submitted Flood Authority Grant Application for the Chehalis Flood Storage and Habitat Enhancement Master Plan – Phase 2.
- Began working toward achieving full implementation of permitting software program.
- Prepared additions to the City's "zero-rise" policy to allow developers to contribute toward a flood mitigation bank in certain circumstances, which was approved by the City Council to advance economic development.

2018 Goals and Objectives:

- Continue to administer land use and building permits.
- Continue working with the Flood Authority on grant projects/applications.
- Update Municipal Codes to remedy conflicting codes and clarify others (house-keeping).
- Develop Annual Work Plan process to ensure all compliance issues and deadlines are met.
- Continue working toward achieving full implementation of permitting program.

Significant Changes 2018:

- A transfer of \$9,596 has been included in the 2018 budget to keep the building abatement fund at \$100,000, which is what was budgeted in 2017.
- An Increase in the "Overtime" line item of \$2,080 for recurring charges for 20 hours overtime for each hourly employee (1 day for projects + 1 hour per month).
- An increase in the "Supplies" line item of \$300 for recurring charges, and \$5,775 for one-time purchases:
 - programmable cash register, keyboard & mouse
 - acquire a conference table and replace the decades old chairs (30 plus years?) and worn portable tables that are put together as a conference table used to meet with permit applicants, including local business people and potential developers, to create a more professional atmosphere

- file cabinets to accommodate the potential return of files related to the Urban Growth area and use the office space more effectively
 - wood moisture density tester
 - a Tablet to utilize in the field during inspections to improve efficiencies associated with field work
- An Increase in the "Fuel Consumed" line item of \$500 for recurring charges to re-establish budget for fuel costs.
- An increase in the "Small Tools & Equipment" line item of \$1,200 for recurring charges to re-establish a budget that is more reflective to actual annual costs.
- A decrease in the "Professional Services" line item of \$118,049 for consultant fees. New budget is for legal services and for Shared Services Work Agreement fees for Lewis County Building Inspection Services (for scheduled absences of Building Inspector), and mapping/drafting services. All Engineering Professional Services have been removed from the budget.
- An increase in the "Communications" line item of \$1,700 for recurring charges that reflect current costs, and \$1,260 for recurring charges for two cellular phones and one tablet.
- An Increase in the "Advertising" line item of \$3,000 for recurring charges to re-establish a budget that is more reflective to actual annual costs.
- An Increase in the "Rentals" line item of \$150 for recurring charges for the department's portion of the new copier rental.
- An increase in the "Miscellaneous" line item of \$17,500 for one-time purchase of a newer used vehicle for replacing a 1997 Ford Explorer (Inspector's Vehicle) which is no longer being used because it is so unreliable.

CITY OF CHEHALIS 2018 BUDGET

FUND: 001 - GENERAL FUND
DEPARTMENT: PLANNING & BUILDING DEPARTMENT (P2)

		BUDGET	BUDGET AS OF 12/11/2017				BUDGET			
		Amended	Original Adoptec	Budget As	Amended	Amended	Adopted	Adopted	Adopted	
EXPENDITURES	Object Codes	Total 2016	Budget 2017	Amended Recurring Exp	One-Time Expenditure	Amended 2017	Recurring 2018	One-Time 2018	Total 2018	% Chg 17-18
Building Permits & Plan Reviews 558.50										
Inspections & Permits Administration 524.011										
Salaries & Wages	11	97,280	47,508	47,508	0	47,508	53,448	0	53,448	12.50%
Overtime	12	406	0	0	0	0	771	0	771	0.00%
Personnel Benefits	21	49,140	21,556	21,556	0	21,556	23,684	0	23,684	9.87%
Personnel Benefits (07)	21	4,250	0	0	0	0	0	0	0	0.00%
Supplies	31	1,430	2,700	2,700	0	2,700	2,800	0	2,800	3.70%
Fuel Consumed	32	0	0	0	0	0	500	0	500	0.00%
Small Tools	35	0	800	800	0	800	2,000	0	2,000	150.00%
Professional Services	41	66,148	200	200	0	200	2,000	0	2,000	900.00%
Communications	42	1,495	1,000	1,000	0	1,000	1,260	0	1,260	26.00%
Travel	43	30	2,500	2,500	0	2,500	1,000	0	1,000	-60.00%
Rentals	45	0	200	200	0	200	300	0	300	50.00%
Insurance	46	3,158	3,596	3,596	0	3,596	4,860	0	4,860	35.15%
Public Utility Service	47	47	0	0	0	0	0	0	0	0.00%
Repair & Maintenance	48	182	0	0	0	0	0	0	0	0.00%
Miscellaneous	49	1,239	0	0	0	0	0	17,500	17,500	0.00%
		224,805	80,060	80,060	0	80,060	92,623	17,500	110,123	37.55%
Inspections & Permits Contra Expenditures: 524.029 - NEW IN 2013										
Wage Contra Exp.	1C	0	(3,326)	(3,326)	0	(3,326)	0	0	0	-100.00%
Benefit Contra Exp.	2C	0	(1,596)	(1,596)	0	(1,596)	0	0	0	-100.00%
		0	(4,922)	(4,922)	0	(4,922)	0	0	0	-100.00%
Total Building Division:										
		224,805	75,138	75,138	0	75,138	92,623	17,500	110,123	46.56%
Planning 558.060										
Salaries & Wages	11	0	45,252	45,252	0	45,252	50,904	0	50,904	12.49%
Overtime	12	0	0	0	0	0	734	0	734	0.00%
Personnel Benefits	21	0	26,031	26,031	0	26,031	28,610	0	28,610	9.91%
Supplies	31	3,438	1,000	1,000	0	1,000	1,100	5,775	6,875	587.50%
Small Tools & Minor Equipn	35	648	0	0	0	0	0	0	0	0.00%
Professional Services	41	274,201	15,849	15,849	0	15,849	16,000	0	16,000	0.95%
Communications	42	1,323	1,300	1,300	0	1,300	4,000	0	4,000	207.69%
Travel	43	1,095	0	0	0	0	1,500	0	1,500	0.00%
Advertising	44	4,788	2,000	2,000	0	2,000	5,000	0	5,000	150.00%
Rentals	45	0	0	0	0	0	0	0	0	0.00%
Repair & Maintenance	48	344	200	200	0	200	200	0	200	0.00%
Miscellaneous	49	8,208	0	0	0	0	0	0	0	0.00%
Intergovt Prof Services	51	1,664	800	800	0	800	0	0	0	-100.00%
External Taxes & Oper Assr	53	0	0	0	0	0	0	0	0	0.00%
		295,709	92,432	92,432	0	92,432	108,048	5,775	113,823	23.14%
Property Development/Strategic Planning 559.30										
Salaries & Wages	11	9,502	59,016	59,016	0	59,016	65,700	0	65,700	11.33%
Personnel Benefits	21	3,137	30,862	30,862	0	30,862	27,794	0	27,794	-9.94%
Personnel Benefits-Unempl	21	4,250	0	0	0	0	0	0	0	0.00%
Office & Operating Supplies	31	1,625	1,000	1,000	0	1,000	1,100	0	1,100	10.00%
Small Tools & Minor Equipn	35	0	0	0	0	0	0	0	0	0.00%
Professional Services	41	60	0	0	0	0	0	0	0	0.00%
Rentals	45	0	650	650	0	650	700	0	700	7.69%
Insurance	46	344	399	399	0	399	420	0	420	5.26%
Repair & Maintenance	48	0	0	0	0	0	0	0	0	0.00%
Miscellaneous	49	25	0	0	0	0	0	0	0	0.00%
		18,943	91,927	91,927	0	91,927	95,714	0	95,714	4.12%
Total Planning Division:										
		314,652	184,359	184,359	0	184,359	203,762	5,775	209,537	13.66%
Flood Authority & Environmental (553/554										
553.030 Supplies	31	0	0	100	0	100	100	0	100	0.00%
553.030 Travel	43	0	0	275	0	275	300	0	300	9.09%
554.090 Professional Svs	41	104,064	0	122,000	0	122,000	0	0	0	-100.00%
		104,064	0	122,375	0	122,375	400	0	400	-99.67%

CITY OF CHEHALIS 2018 BUDGET

FUND:	001 - GENERAL FUND
DEPARTMENT:	PLANNING & BUILDING DEPARTMENT (P2)

		BUDGET Amended	BUDGET AS OF 12/11/2017				BUDGET			
	Object Codes	Total 2016	Original Adoptec Budget 2017	Budget As Amended Recurring Exp	Amended One-Time Expenditure	Amended 2017	Adopted Recurring 2018	Adopted One-Time 2018	Adopted Total 2018	% Chg 17-18
Due to State: 589.030										
Sales Tax	00.04	0	0	0	0	0	10	0	10	0.00%
Fire Works Deposits	010.00	1,000	0	0	0	0	500	0	0	0.00%
St. Bldg Code Fees	00.24	324	460	460	0	460	100	0	100	-78.32%
		1,324	460	460	0	460	610	0	610	32.55%
Interfund Transfers 597										
Tranfer to Building Abateme	4	0	100,000	0	100,000	100,000	0	9,596	9,596	-90.40%
		0	100,000	0	100,000	100,000	0	9,596	9,596	-90.40%
Total Planning & Building (P2)		644,845	359,957	382,332	100,000	482,332	297,395	32,871	330,266	-31.53%

STAFFING									
Community Development Director	1.00	0.60	0.60	0.00	0.60	0.60	0.00	0.60	0.00%
Permit Technician	1.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00	0.00%
Dev Rev Specialist/Bldg Inspector	1.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00	0.00%
Code Inspector	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Employee Full-Time Equivalents	3.00	2.60	2.60	0.00	2.60	2.60	0.00	2.60	0.00%

RECREATION DEPARTMENT

General Fund 001 Department R1

Mission and Responsibilities:

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

2017 Accomplishments:

- Held the Music in the Park series consisting of three Friday evenings of free music entertainment at Recreation Park, which was well attended.
- Assisted the recreational youth sports leagues to offer opportunities for the youth of Chehalis utilizing City parks.
- 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.
- Assisted with design work for the Recreation Park Project.
- Initiated selling season passes for the Gail and Carolyn Shaw Aquatics Center to Chehalis School District Residents, which were purchased by 201 pool patrons.
- Accommodated 31,414 visitors at the Shaw Aquatics Center this summer, averaging 349 visitors a day.
- Registered 707 children for swim lessons.
- Maintained a free spray park that is enjoyed by thousands of users throughout the Spring and Summer months.

2018 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 design efforts to create phasing and funding options.
- Update the Parks Recreation and Open Space Comprehensive Plan (PROS) to be eligible for State grant opportunities
- 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 2018:

Recreation Administration 571.011

- Increase in .11 "Salary & Wages" to reflect annual increase - \$6,859
- Decrease in .21 "Personnel Benefits" per finance department - -\$3,441
- Increase in .49 "Rentals" \$500 for a new copy machine lease that was purchased in 2017 to replace one that had outlived its useful life and did not meet the current needs of the departments that used it.

Recreation Services – 571.020

- Decrease in .41 "Professional Services" -\$50,000 one-time expense – Recreation Park 30% design

Pool – 571.022

- Increase pool .11 "Salaries & Wages (05)" and .21 "Personnel Benefits (05)" to reflect the increase in minimum wage increase
- Increase in .49 "Misc." to cover annual staff background checks and Red Cross Certification costs
- Reduced .34 "Resale" by \$1,500 moved to .31 "Supplies" \$1,500 to .42. communications for fiber optics \$500 (\$50 a month increase)

CITY OF CHEHALIS 2018 BUDGET

FUND: 001 - GENERAL FUND
DEPARTMENT: RECREATION (R1)

		Actual	Original Adopted	BUDGET AS OF 12/11/2017			BUDGET			
	Object Codes	Total	Budget	Amended	Budget As	Total	Adopted	Adopted	Adopted	
EXPENDITURES		2016	2017	Recurring Exp	One-Time Expenditure	2017	Recurring	One-Time	Total	% Chg
							2018	2018	2018	17-18
Recreation Administration: 571.011										
Salaries & Wages	11	27,215	133,065	133,065	0	133,065	144,760	0	144,760	8.79%
Personnel Benefits	21	10,428	72,610	72,610	0	72,610	70,353	0	70,353	-3.11%
Personal Benefits (07 UEC)	21	996	0	0	0	0	0	0	0	0.00%
Supplies	31	2,018	3,000	3,000	0	3,000	3,000	0	3,000	0.00%
Small Tools & Equipment	35	0	0	0	0	0	0	0	0	0.00%
Communications	42	0	0	0	0	0	0	0	0	0.00%
Rentals	45	0	1,200	1,200	0	1,200	1,700	0	1,700	41.67%
Insurance	46	4,129	4,795	4,795	0	4,795	5,025	0	5,025	4.81%
Utility Service	47	0	0	0	0	0	0	0	0	0.00%
Repair & Maintenance	48	486	0	0	0	0	0	0	0	0.00%
Miscellaneous	49	25	0	0	0	0	0	0	0	0.00%
		45,297	214,670	214,670	0	214,670	224,838	0	224,838	4.74%
Recreation Services: 571.020										
Salaries & Wages	11	109,878	0	0	0	0	0	0	0	0.00%
Salaries & Wages (05)	11	2,532	10,000	10,000	0	10,000	10,000	0	10,000	0.00%
Overtime	12	0	0	0	0	0	0	0	0	0.00%
Personnel Benefits	21	59,779	0	0	0	0	0	0	0	0.00%
Personnel Benefits (05)	21	805	1,300	1,300	0	1,300	1,300	0	1,300	0.00%
Supplies	31	13,370	16,000	16,000	0	16,000	16,000	0	16,000	0.00%
Items Purch'd for Inv. & Resale	34	0	500	500	0	500	500	0	500	0.00%
Small Tools & Equipment	35	0	0	0	0	0	0	0	0	0.00%
Professional Services	41	52,301	114,000	64,000	50,000	114,000	64,000	0	64,000	-43.86%
Communications	42	163	400	400	0	400	400	0	400	0.00%
Advertising	44	255	300	300	0	300	300	0	300	0.00%
Rentals	45	900	900	900	0	900	900	0	900	0.00%
Insurance	46	136	170	170	0	170	145	0	145	-14.71%
Utility Service	47	0	0	0	0	0	0	0	0	0.00%
Repair & Maintenance	48	0	0	0	0	0	0	0	0	0.00%
Miscellaneous	49	105	0	0	0	0	0	0	0	0.00%
		240,224	143,570	93,570	50,000	143,570	93,545	0	93,545	-34.84%
Pool Recreation: 571.022 POOL										
Salaries & Wages (05)	11	76,292	75,000	87,465	0	87,465	80,000	0	80,000	-8.53%
Overtime (05)	12	642	0	0	0	0	0	0	0	0.00%
Personnel Benefits (05)	21	14,160	12,000	15,310	0	15,310	15,120	0	15,120	-1.24%
Supplies	31	4,106	8,000	8,000	0	8,000	9,500	0	9,500	18.75%
Items Purch'd for Inv. & Resale	34	614	3,500	3,500	0	3,500	1,500	0	1,500	-57.14%
Small Tools & Equipment	35	0	0	0	0	0	0	0	0	0.00%
Professional Services	41	492	350	350	0	350	350	0	350	0.00%
Communications	42	0	400	400	0	400	900	0	900	125.00%
Travel	43	89	400	400	0	400	400	0	400	0.00%
Advertising	44	167	200	200	0	200	200	0	200	0.00%
Rentals	45	19	200	200	0	200	200	0	200	0.00%
Insurance	46	2,409	2,780	2,780	0	2,780	2,225	0	2,225	-19.95%
Utility Service	47	0	0	0	0	0	0	0	0	0.00%
Repair & Maintenance	48	0	0	0	0	0	0	0	0	0.00%
Miscellaneous	49	1,141	800	800	0	800	1,200	0	1,200	50.00%
		100,131	103,630	119,405	0	119,405	111,595	0	111,595	-6.54%
Spectator and Community Events 573.090										
Office & Operating Supplies	31	0	0	0	0	0	0	0	0	0.00%
Miscellaneous	49	15,000	15,000	15,000	0	15,000	15,000	0	15,000	0.00%
		15,000	15,000	15,000	0	15,000	15,000	0	15,000	0.00%
Due to State: 589										
Sales Tax	004.00.	7,910	4,775	4,775	0	4,775	9,665	0	9,665	102.40%
Hotel/Motel Tax	014.00	543	540	0	0	0	0	0	0	0.00%
		8,453	5,315	4,775	0	4,775	9,665	0	9,665	102.40%
Total Recreation Department										
		409,105	482,185	447,420	50,000	497,420	454,643	0	454,643	-8.60%
STAFFING										
Administrative Assistant		1.00	1.00	1.00	0.00	1.00	1.50	0.00	1.50	50.00%
Recreation Assistant		0.75	0.75	0.75	0.00	0.75	0.00	0.00	0.00	-100.00%
Swimming Pool Staff (Seasonal)		2.00	2.00	2.00	0.00	2.00	3.00	0.00	3.00	50.00%
Recreational Aides (Seasonal)		2.08	0.00	0.00	2.08	2.08	1.00	0.00	1.00	-51.92%
Recreation Manager		1.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00	0.00%
Employee Full-Time Equivalents		6.83	4.75	4.75	2.08	6.83	6.50	0.00	6.50	-4.83%

PUBLIC WORKS STREETS DEPARTMENT

General Fund 001 Department K1

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.)

2017 Accomplishments:

- Continued the street oiling program and oiled 7 lane miles.
- Performed pothole repair and general street maintenance.
- Continued traffic sign maintenance and repair as needed.
- Purchased new chip spreader to improve efficiency.
- 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.
- Replaced failing pedestrian bridge on National Ave.

2018 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 Ave. between Main St & Park.
- Continue painting curb and pavement markings.
- Complete required Bridge Inspections.

Significant Changes 2018:

Significant changes since the last fiscal year include a new chip spreader purchase in 2017. One-third of the annual debt service payments (\$ 14,200) will be expended from this fund. Street vehicle repair and maintenance cost are increased due to some necessary repair items. \$25,000 is included as the Street Department's contribution to the budget for repairs to the Public Works Building.

CITY OF CHEHALIS 2018 BUDGET

FUND: 001 - GENERAL FUND
DEPARTMENT: STREET (K1)

		ACTUAL	BUDGET AS OF 12/11/2017				BUDGET			
	Object Codes	Total	Original Adopted	Budget As	Budget As	Total	Adopted	Adopted	Adopted	
EXPENDITURES		2016	Budget 2017	Amended Recurring Exp	One-Time Expenditure	Amended 2017	Recurring 2018	One-Time 2018	Total 2018	% Chg 17-18
Street Division: (K1) Detail										
Vehicle Shop Maintenance-Com Dev Vehicle Maint 518.030										
Salaries and Wages	11	0	0	0	0	0	0	0	0	0.00%
Salaries and Wages (06)	11	6,941	0	0	0	0	0	0	0	0.00%
Overtime (06)	12	0	0	0	0	0	0	0	0	0.00%
Personnel Benefits	21	0	0	0	0	0	0	0	0	0.00%
Personnel Benefits (06)	21	3,469	0	0	0	0	0	0	0	0.00%
Uniforms & Clothing	24	0	0	0	0	0	0	0	0	0.00%
		10,410	0	0	0	0	0	0	0	0.00%
Vehicle Shop Maintenance 518.032										
Salaries & Wages	11	0	0	0	0	0	0	0	0	0.00%
Overtime	12	0	0	0	0	0	0	0	0	0.00%
Salaries & Wages - Mech.(06)	11	19,279	56,244	56,244	0	56,244	61,176	0	61,176	8.77%
Overtime - Mechanics (06)	12	0	0	0	0	0	0	0	0	0.00%
Personnel Benefits	21	0	0	0	0	0	0	0	0	0.00%
Personnel Benefits - Mech. (06)	21	7,326	23,314	23,314	0	23,314	25,253	0	25,253	8.32%
Uniforms & Clothing	24	0	0	0	0	0	0	0	0	0.00%
Uniforms & Clothing-Mech. (06)	24	184	184	184	0	184	184	0	184	0.00%
Office & Operating Supplies	31	155	200	200	0	200	200	0	200	0.00%
Vehicle Maint/Repair Spls (01)	31	8,625	17,000	17,000	0	17,000	17,000	0	17,000	0.00%
PW Shop Supplies/Maint (02)	31	0	0	0	0	0	0	0	0	0.00%
Fuel Consumed	32	668	800	800	0	800	800	0	800	0.00%
Small Tools & Equipment (02)	35	0	0	0	0	0	0	0	0	0.00%
Professional Services	41	0	0	0	0	0	0	0	0	0.00%
Professional Services (02)	41	0	0	0	0	0	0	0	0	0.00%
Communications	42	229	250	250	0	250	250	0	250	0.00%
Travel	43	0	250	250	0	250	250	0	250	0.00%
Rentals	45	0	0	0	0	0	0	0	0	0.00%
Repair & Maintenance	48	150	0	0	0	0	0	0	0	0.00%
Repair & Maint. - Auto (01)	48	1,548	6,000	6,000	0	6,000	6,000	14,000	20,000	233.33%
Miscellaneous	49	0	300	300	0	300	250	0	250	-16.67%
		38,164	104,542	104,542	0	104,542	111,363	14,000	125,363	19.92%
Vehicle Shop Maintenance-City-Wide Supplies 518.033										
Supplies - all Divisions (02)	31	11,579	13,000	13,000	0	13,000	12,000	0	12,000	-7.69%
Small Tools & Minor Equip. (02)	35	374	1,000	1,000	0	1,000	1,000	0	1,000	0.00%
Professional Services (02)	41	1,023	900	900	0	900	900	0	900	0.00%
Repair & Maintenance	48.01	0	0	0	0	0	0	0	0	0.00%
Miscellaneous (02)	49	1,998	2,500	2,500	0	2,500	2,500	0	2,500	0.00%
		14,974	17,400	17,400	0	17,400	16,400	0	16,400	-5.75%
Contra Accts 518.039										
Supplies Contra Exp	3C	0	(3,177)	(3,177)	0	(3,177)	0	0	0	-100.00%
Services Contra Exp	4C	0	(978)	(978)	0	(978)	0	0	0	-100.00%
		0	(4,155)	(4,155)	0	(4,155)	0	0	0	-100.00%
Roadways 542.030										
Salaries & Wages	11	58,098	52,041	52,041	0	52,041	55,950	0	55,950	7.51%
Salaries & Wages (05)	11	20,127	33,480	33,480	0	33,480	33,480	0	33,480	0.00%
Salaries and Wages (06)	11	3,365	0	0	0	0	0	0	0	0.00%
Overtime	12	791	0	0	0	0	0	0	0	0.00%
Overtime (05)	12	581	0	0	0	0	0	0	0	0.00%
Personnel Benefits	21	32,662	31,648	31,648	0	31,648	33,941	0	33,941	7.25%
Personnel Benefits (05)	21	3,755	6,360	6,360	0	6,360	6,361	0	6,361	0.02%
Personnel Benefits (06)	21	1,627	0	0	0	0	0	0	0	0.00%
Uniforms & Clothing	24	450	350	350	0	350	350	0	350	0.00%
Office & Operating Supplies	31	8,266	5,000	5,000	0	5,000	1,700	0	1,700	-66.00%
Fuel Consumed	32	6,688	10,000	10,000	0	10,000	10,000	0	10,000	0.00%

CITY OF CHEHALIS 2018 BUDGET

FUND: 001 - GENERAL FUND
DEPARTMENT: STREET (K1)

EXPENDITURES	Object Codes	ACTUAL	BUDGET AS OF 12/11/2017				BUDGET			% Chg 17-18
		Total	Original Adopted	Budget As	Budget As	Total	Adopted	Adopted	Adopted	
		2016	Budget 2017	Amended Recurring Exp	One-Time Expenditure	Amended 2017	Recurring 2018	One-Time 2018	Total 2018	
<i>Roadways 542.030 (con't)</i>										
Small Tools & Equipment	35	0	1,000	1,000	0	1,000	1,000	0	1,000	0.00%
Professional Services	41	0	1,000	1,000	0	1,000	1,000	0	1,000	0.00%
Communications	42	26	400	400	0	400	200	0	200	-50.00%
Advertising	44	148	400	400	0	400	500	0	500	25.00%
Rentals	45	3,317	5,000	5,000	0	5,000	4,000	0	4,000	-20.00%
Insurance	46	0	0	0	0	0	0	0	0	0.00%
Public Utility Service	47	962	6,000	6,000	0	6,000	6,000	0	6,000	0.00%
Repair & Maintenance	48	8	1,000	1,000	0	1,000	1,000	0	1,000	0.00%
Miscellaneous	49	111	0	0	0	0	0	0	0	0.00%
		140,979	153,679	153,679	0	153,679	155,482	0	155,482	1.17%
<i>Bridges/Structures 542.050</i>										
Salaries & Wages	11	10,538	0	0	0	0	0	0	0	
Personnel Benefits	21	4,172	0	0	0	0	0	0	0	
Office & Operating Supplies	31	0	0	0	0	0	0	0	0	0.00%
Professional Services	41	5,674	0	0	0	0	0	0	0	0.00%
Professional Services (01)	41	0	0	0	0	0	0	0	0	0.00%
Advertising	44	1,537	0	0	0	0	0	0	0	0.00%
Repair & Maintenance	48	0	0	0	0	0	0	0	0	0.00%
		21,921	0	0	0	0	0	0	0	0.00%
<i>Sidewalks 542.061</i>										
Repair & Maintenance	48	0	0	0	0	0	0	0	0	0.00%
		0	0	0	0	0	0	0	0	0.00%
<i>Streetlights 542.063</i>										
Office & Operating Supplies	31	0	0	0	0	0	3,500	0	3,500	0.00%
Public Utility Service	47	73,032	72,000	72,000	0	72,000	77,750	0	77,750	7.99%
Repair & Maintenance	48	0	17,000	17,000	0	17,000	5,000	0	5,000	-70.59%
		73,032	89,000	89,000	0	89,000	86,250	0	86,250	-3.09%
<i>Traffic Control 542.064</i>										
Salaries & Wages	11	1,808	0	0	0	0	0	0	0	0.00%
Salaries & Wages -Mech. (06)	11	0	0	0	0	0	0	0	0	0.00%
Overtime	12	217	0	0	0	0	0	0	0	0.00%
Overtime - Mech. (06)	12	712	0	0	0	0	0	0	0	0.00%
Personnel Benefits	21	1,423	0	0	0	0	0	0	0	0.00%
Personnel Benefits-Mech. (06)	21	271	0	0	0	0	0	0	0	0.00%
Uniforms & Clothing	24	0	0	0	0	0	0	0	0	0.00%
Supplies	31	28	41,537	41,537	0	41,537	0	0	0	-100.00%
Fuel Consumed	32	0	0	0	0	0	0	0	0	0.00%
Small Tools & Minor Eq	35	540	1,500	1,500	0	1,500	1,000	0	1,000	-33.33%
Professional Services	41	500	15,000	15,000	0	15,000	15,000	0	15,000	0.00%
Rentals	45	80	0	0	0	0	0	0	0	0.00%
Utility Service	47	8,488	8,200	8,200	0	8,200	8,856	0	8,856	8.00%
Repair & Maintenance	48	0	7,500	7,500	0	7,500	5,000	0	5,000	-33.33%
Miscellaneous	49	0	0	0	0	0	0	0	0	0.00%
External Taxes & Oper Assess	53	0	0	0	0	0	0	0	0	0.00%
		14,067	73,737	73,737	0	73,737	29,856	0	29,856	-59.51%
<i>Snow and Ice Control 542.066</i>										
Salaries & Wages	11	588	0	0	0	0	0	0	0	0.00%
Salaries & Wages -Mech. (06)	11	0	0	0	0	0	0	0	0	0.00%
Overtime	12	447	0	0	0	0	0	0	0	0.00%
Overtime - Mech. (06)	12	0	0	0	0	0	0	0	0	0.00%
Personnel Benefits	21	578	0	0	0	0	0	0	0	0.00%
Personnel Benefits-Mech. (06)	21	0	0	0	0	0	0	0	0	0.00%
Office & Operating Supplies	31	789	1,000	1,000	0	1,000	500	0	500	-50.00%
Fuel Consumed	32	0	0	0	0	0	0	0	0	0.00%
Repair & Maintenance	48	0	1,000	1,000	0	1,000	500	0	500	-50.00%
		2,402	2,000	2,000	0	2,000	1,000	0	1,000	-50.00%

CITY OF CHEHALIS 2018 BUDGET

FUND: 001 - GENERAL FUND										
DEPARTMENT: STREET (K1)										
EXPENDITURES	Object Codes	ACTUAL	BUDGET AS OF 12/11/2017				BUDGET			% Chg 17-18
		Total 2016	Original Adopted Budget 2017	Budget As Amended Recurring Exp	Budget As One-Time Expenditure	Total Amended 2017	Adopted Recurring 2018	Adopted One-Time 2018	Adopted Total 2018	
<i>Roadside Maint 542.070</i>										
Office & Operating Supplies	31	0	0	0	0	0	0	0	0	0.00%
Fuel Consumed	32	0	0	0	0	0	0	0	0	0.00%
Professional Services	41	0	5,000	5,000	0	5,000	5,000	0	5,000	0.00%
Contracted Repair/Services	48	3,240	0	0	0	0	0	0	0	0.00%
		3,240	5,000	5,000	0	5,000	5,000	0	5,000	0.00%
<i>Street Administration 543.010</i>										
Salaries & Wages	11	58,276	54,910	54,910	0	54,910	60,903	0	60,903	10.91%
Salaries & Wages-Admin. (02)	11	13,173	10,565	10,565	0	10,565	11,321	0	11,321	7.16%
Salaries & Wages-Temp. (05)	11	0	0	0	0	0	0	0	0	0.00%
Overtime	12	0	0	0	0	0	0	0	0	0.00%
Overtime (02)	12	0	0	0	0	0	0	0	0	0.00%
Personnel Benefits	21	21,736	21,717	21,717	0	21,717	24,844	0	24,844	14.40%
Personnel Benefits-Admin (02)	21	7,619	6,473	6,473	0	6,473	6,475	0	6,475	0.03%
Personnel Benefits-Temp. (05)	21	0	0	0	0	0	0	0	0	0.00%
Personnel Benefits-UI (07)	21	0	0	0	0	0	0	0	0	0.00%
Supplies	31	758	1,000	1,000	0	1,000	1,000	0	1,000	0.00%
Fuel Consumed	32	576	700	700	0	700	750	0	750	7.14%
Small Tools & Minor Equip.	35	0	900	900	0	900	900	0	900	0.00%
Professional Services	41	0	250	250	0	250	250	0	250	0.00%
Communications	42	2,267	2,600	2,600	0	2,600	2,000	0	2,000	-23.08%
Travel	43	14	200	200	0	200	200	0	200	0.00%
Advertising	44	0	750	750	0	750	750	0	750	0.00%
Insurance	46	15,381	16,765	16,765	0	16,765	16,800	0	16,800	0.21%
Public Utility Service	47	1,333	1,700	1,700	0	1,700	1,836	0	1,836	8.00%
Repair & Maintenance	48	538	1,000	1,000	0	1,000	1,000	0	1,000	0.00%
Miscellaneous	49	249	600	600	0	600	500	0	500	-16.67%
Ext. Taxes & Oper Assess	53	3,282	2,500	2,500	0	2,500	2,500	0	2,500	0.00%
		125,202	122,630	122,630	0	122,630	132,029	0	132,029	7.66%
<i>Streets Engineering Services 544.020</i>										
Salaries & Wages	11	3,987	3,874	3,874	0	3,874	4,148	0	4,148	7.07%
Overtime	12	0	0	0	0	0	0	0	0	0.00%
Personnel Benefits	21	2,237	2,324	2,324	0	2,324	2,512	0	2,512	8.09%
Uniforms & Clothing	24	17	14	14	0	14	14	0	14	0.00%
Office & Operating Supplies	31	179	60	60	0	60	96	0	96	60.00%
Fuel Consumed	32	93	84	84	0	84	84	0	84	0.00%
Small Tools&Minor Equipment	35	0	0	0	0	0	0	0	0	0.00%
Professional Services	41	71	90	90	0	90	90	0	90	0.00%
Communications	42	0	23	23	0	23	6	0	6	-73.91%
Travel	43	0	0	0	0	0	0	0	0	0.00%
Advertising	44	34	21	21	0	21	48	0	48	128.57%
Insurance	46	151	176	176	0	176	211	0	211	19.89%
Repair & Maintenance	48	10	47	47	0	47	86	0	86	82.98%
Miscellaneous	49	282	300	300	0	300	348	0	348	16.00%
		7,061	7,013	7,013	0	7,013	7,643	0	7,643	8.98%
<i>Debt Service 591/592.095</i>										
Chip Spreader - Principal	71	0	11,718	11,718	0	11,718	11,360	0	11,360	-3.06%
Chip Spreader - Interest	81	0	7,500	7,500	0	7,500	2,840	0	2,840	-62.13%
Total Debt Service		0	19,218	19,218	0	19,218	14,200	0	14,200	-26.11%
<i>PW Administration Bldg Improvements 594.048</i>										
Bldg & Structures	62	0	0	0	0	0	0	25,000	25,000	0.00%
<i>Roads & Street Construction - Roadway 595.030</i>										
Other Improvements (TIB Project)	63	0	0	0	0	0	0	0	0	0.00%
<i>Roads & Street Construction - Roadside Development 595.070</i>										
Professional Services	41	51,651	0	0	17,980	17,980	0	0	0	-100.00%
Other Improvements	63	513,607	0	0	0	0	0	0	0	0.00%
		565,258	0	0	17,980	17,980	0	0	0	-100.00%
Total PW Street Division		1,016,710	590,064	590,064	17,980	608,044	559,223	39,000	598,223	-1.62%

CITY OF CHEHALIS 2018 BUDGET

FUND: 001 - GENERAL FUND									
DEPARTMENT: STREET (K1)									
STAFFING									
Public Works Director	0.25	0.20	0.20	0.00	0.20	0.20	0.00	0.20	0.00%
Public Works Office Manager	0.25	0.25	0.25	0.00	0.25	0.20	0.00	0.20	-20.00%
Street Superintendent	0.50	0.50	0.50	0.00	0.50	0.50	0.00	0.50	0.00%
Vehicle Maintenance Tech.	1.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00	0.00%
Engineering Tech. III (formerly in GF Eng.)	0.11	0.11	0.11	0.00	0.11	0.06	0.00	0.06	-45.45%
Equipment Operator I	0.75	0.75	0.75	0.00	0.75	0.50	0.00	0.50	-33.33%
Equipment Operator II	0.75	0.75	0.75	0.00	0.75	0.50	0.00	0.50	-33.33%
Community Development Director/Engineer	0.00	0.00	0.00	0.00	0.00	0.05	0.00	0.05	0.00%
PW Property Maint. Aide	1.20	0.00	0.00	1.20	1.20	0.80	0.00	0.80	-33.33%
Employee Full-Time Equivalents	4.81	3.56	3.56	1.20	4.76	3.81	0.00	3.81	-19.96%

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; expenses for audits conducted by the State Auditor's Office; maintenance of the City's central Informational Technology network; the City's contributions to the Lewis County Economic Development Council; as well as the City's donation of Business and Occupation Tax to the Washington State Main Street Program to support the City of Chehalis Community Renaissance Team.

CITY OF CHEHALIS 2018 BUDGET

FUND:	001 - GENERAL FUND
DEPARTMENT:	NON-DEPARTMENTAL (G1)

		ACTUAL	BUDGET AS OF 12/11/2017				BUDGET			
			Original Adopted	Budget As	Budget As	Total	Adopted	Adopted	Adopted	
EXPENDITURES	Object Codes	Total 2016	Budget 2017	Amended Recurring Exp	One-Time Expenditure	Amended 2017	Recurring 2018	One-Time 2018	Total 2018	% Chg 17-18
Non-Departmental (G1) Detail:										
Advisory Services (Executive) 513.020										
Professional Services	41	0	3,451	3,451	0	3,451	0	0	0	-100.00%
Miscellaneous - AWC (01)	49	4,645	4,750	4,750	0	4,750	4,845	0	4,845	2.00%
		4,645	8,201	8,201	0	8,201	4,845	0	4,845	-40.92%
Advisory Services (Executive) - Contra Exps. 513.029										
Services Contra Exp.	4C	0	(1,188)	(1,188)	0	(1,188)	0	0	0	-100.00%
Election Services 514.040	51	0	18,000	18,000	0	18,000	0	0	0	-100.00%
LC Distressed Grant-CCRM 514.060	51.01	0	0	0	0	0	0	0	0	0.00%
Voter Registration Costs 514.090										
Intergovt. Prof. Services	51	8,544	8,500	8,500	0	8,500	8,000	0	8,000	-5.88%
Other Auditing and Recording Services 514.089										
Professional Services - SAO	41	50	65,000	65,000	0	65,000	30,000	0	30,000	-53.85%
Other Financial and Recording Svcs. Contra Exps. 514.089										
Services Contra Exp.	4C	0	(22,750)	(22,750)	0	(22,750)	0	0	0	-100.00%
Other Benefits to Retirees (LEOFF1) 517.021 (formerly 517.038)										
Pension Pmts (medical) - PD	29	79,430	88,500	88,500	0	88,500	88,000	0	88,000	-0.56%
Pension Pmts (medical)-FD (01)	29	45,807	70,000	70,000	0	70,000	65,000	0	65,000	-7.14%
		125,237	158,500	158,500	0	158,500	153,000	0	153,000	-3.47%
Personnel Svcs - Wellness Program 518.011										
Office & Operating Supplies	31	1,427	925	1,390	0	1,390	925	0	925	-33.45%
Miscellaneous	49	0	0	0	0	0	0	0	0	0.00%
		1,427	925	1,390	0	1,390	925	0	925	-33.45%
Personnel Svcs. Contra Exps. 518.019										
Supplies Contra Exp.	3C	0	(152)	(152)	0	(152)	0	0	0	-100.00%
Services Contra Exp.	4C	0	0	0	0	0	0	0	0	0.00%
		0	(152)	(152)	0	(152)	0	0	0	-100.00%
Information Technology Services 518.080 (Previously reported in 519.090 Misc.)										
Supplies	31	468	1,000	1,000	0	1,000	1,500	0	1,500	50.00%
Small Tools & Equipment	35	540	100	100	0	100	400	0	400	300.00%
Professional Services	41	3,130	49,000	49,000	0	49,000	48,000	0	48,000	-2.04%
IT Committee Approved	41.01	0	10,000	10,000	0	10,000	10,000	0	10,000	0.00%
Repair & Maintenance	48	23,836	35,000	35,000	0	35,000	35,000	0	35,000	0.00%
Miscellaneous	49	36,094	0	0	0	0	2,000	0	2,000	0.00%
Equipment - New Phone System	64	0	25,000	0	25,000	25,000	0	0	0	-100.00%
		64,068	120,100	95,100	25,000	120,100	96,900	0	96,900	-19.32%
Information Technology Services Contra Exps. 518.089 - NEW IN 2013										
Supplies Contra Exp.	3C	0	(18)	(18)	0	(18)	0	0	0	-100.00%
Services Contra Exp.	4C	0	(9,400)	(9,400)	0	(9,400)	0	0	0	-100.00%
		0	(9,418)	(9,418)	0	(9,418)	0	0	0	-100.00%
Other Centralized Services 518.090										
Supplies	31	283	0	0	0	0	100	0	100	0.00%
Prof Svcs - Strategic Planning	41	0	0	0	0	0	12,000	0	12,000	0.00%
Communications	42	240	100	100	0	100	25,000	0	25,000	24900.00%
Rentals	45	1,185	1,600	1,600	0	1,600	1,600	0	1,600	0.00%
Insurance	46	3,308	4,089	4,089	0	4,089	4,295	0	4,295	5.04%
Repair & Maintenance	48	0	0	0	0	0	0	0	0	0.00%
Miscellaneous	49	31	50	36,150	0	36,150	50	0	50	-99.86%
Intergovt Prof Svc. - Early Warning	51	2,000	5,900	5,900	0	5,900	1,900	0	1,900	-67.80%
Ext. Taxes & Oper. Assess.	53	2	20	20	0	20	20	0	20	0.00%
		7,049	11,759	47,859	0	47,859	44,965	0	44,965	-6.05%
Other Centralized Services Contra Exps. 518.090 - NEW IN 2013										
Intergovt Svcs. Contra Exp.	5C	0	(1,121)	(1,121)	0	(1,121)	(361)	0	(361)	-67.80%
Pollution Control 518.099										
Intergovt Professional Svcs.	51	0	2,500	2,500	0	2,500	3,210	0	3,210	28.40%

CITY OF CHEHALIS 2018 BUDGET

FUND:	001 - GENERAL FUND
DEPARTMENT:	NON-DEPARTMENTAL (G1)

<i>Pollution Control Contra Exps. 518.099</i>										
Services Contra Exp.	4C	0	0	0	0	0	0	0	0	0.00%
Intergovt Svcs. Contra Exp.	5C	0	(900)	(900)	0	(900)	0	0	0	-100.00%
		0	(900)	(900)	0	(900)	0	0	0	-100.00%
<i>Economic Development 558.070</i>										
LC Economic Dev. Council	53	0	14,000	14,000	0	14,000	15,000	0	15,000	7.14%
Main Street Program	41	61,000	50,000	50,000	0	50,000	50,000	0	50,000	0.00%
Foreign Trade Zone (01)	41	4	150	150	0	150	0	0	0	-100.00%
		61,004	64,150	64,150	0	64,150	65,000	0	65,000	1.33%
<i>Flood Control & Pollution (553)</i>										
553.030 Flood Control	41	15,000	0	15,000	0	15,000	15,000	0	15,000	0.00%
553.070 Pollution Control	41	2,432	0	0	0	0	0	0	0	0.00%
		17,432	0	15,000	0	15,000	15,000	0	15,000	0.00%
<i>Other Impr - 565.040 Homeless</i>										
Homeless Services	53	0	0	0	0	0	3,000	0	3,000	0.00%
<i>Liquor Excise Tax 566.000</i>										
Professional Svcs - Chem Depend	41	1,956	0	0	0	0	0	0	0	0.00%
Intergovt Professional Svcs.	51	0	2,740	2,740	0	2,740	2,750	0	2,750	0.36%
		1,956	2,740	2,740	0	2,740	2,750	0	2,750	0.36%
<i>Other Custodial Activities 589.090</i>										
Suspense/Clearing	00	0	0	0	250,000	250,000	0	0	0	-100.00%
<i>Other Impr - 594.018</i>										
Other Impr	63	8,813	0	0	0	0	0	0	0	0.00%
<i>Interfund Transfers 597.000</i>										
Transfer Out - Garbage Fund (42)	05	0	0	0	0	0	0	0	0	0.00%
Transfer Out - G.O. Debt Svc. (20)	05	24,243	24,741	24,741	0	24,741	25,970	0	25,970	4.97%
Transfer Out - Dedicated Street (03)	05	161,945	161,764	161,764	0	161,764	184,625	0	184,625	14.13%
Transfer Out - Grant Fund (99)	05	0	0	0	0	0	0	0	0	0.00%
		186,188	186,505	186,505	0	186,505	210,595	0	210,595	12.92%
Total Non-Departmental (G1)		0	611,351	637,916	275,000	912,916	637,829	0	637,829	-30.13%

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 including. Activities include: grind and overlay projects; chip sealing; crack sealing; striping; curb painting; sign maintenance; and routine maintenance performed by the Street Division.

Significant Changes 2018

Significant changes since the last fiscal year include revenue projections up due to increased sales tax receipts. This does not include the increase associated with the .2% sales tax increase that must be used to fund the Transportation Benefit District approved by voters with a July 1, 2017 effective date.

A new chip spreader was purchased in 2017 and the annual debt service payments will be made from this fund. The new chip spreader will be operational in 2018 and is expected to improve the efficiency and quality of the work performed on City Streets.

CITY OF CHEHALIS 2018 BUDGET

FUND: 003-DEDICATED STREET FUND-4% SALES TAX
DEPARTMENT: STREET (K1)

	ACTUAL	BUDGET AS OF 12/11/2017				BUDGET			% Chg
		Original Adopted	Budget As	Budget As	Total	Adopted	Adopted	Adopted	
	Total	Budget	Amended	One-Time	Amended	Recurring	One-Time	Total	
BEGINNING FUND BALANCES	2016	2017	Recurring Revenue	Rev/Exp	Budget	2018	Rev/Exp	2018	17-18
January 1	92,883	12,382	12,382	0	12,382	20,533	0	20,533	65.83%
<i>Federal Grant 333.020</i>									
Federal Grants - Indirect 00	0	0	0	0	0	0	0	0	0.00%
<i>Interest Earnings 361.011</i>									
Interest Earnings 00	273	185	185	0	185	500	0	500	170.27%
Proceeds of Long Term Loan 09	0	0	264,062	0	264,062	0	0	0	-100.00%
<i>Transfer in 397.000</i>									
Transfer in - Fund 001 01	161,945	161,764	177,204	0	177,204	184,625	0	184,625	4.19%
Total Revenues	162,218	161,949	441,451	0	441,451	185,125	0	185,125	-58.06%
<i>Roadway 542.030</i>									
Operating/Maintenance Supplies 31	33,440	100,000	100,000	0	100,000	80,000	0	80,000	-20.00%
Repair & Maintenance 48	0	20,000	20,000	0	20,000	10,000	0	10,000	-50.00%
	33,440	120,000	120,000	0	120,000	90,000	0	90,000	-25.00%
<i>Bridges/Structures 542.050</i>									
Professional Services 41	0	2,500	2,500	0	2,500	10,500	0	10,500	320.00%
Repair & Maintenance 48	0	5,000	5,000	0	5,000	1,000	0	1,000	-80.00%
	0	7,500	7,500	0	7,500	11,500	0	11,500	53.33%
<i>Streetlights 542.063</i>									
Operating/Maintenance Supplies 31	0	3,500	3,500	0	3,500	0	0	0	-100.00%
Repairs & Maintenance 48	1,970	0	0	0	0	0	0	0	0.00%
	1,970	3,500	3,500	0	3,500	0	0	0	-100.00%
<i>TrafficControl 542.064</i>									
Operating/Maintenance Supplies 31	25,686	0	0	0	0	35,000	0	35,000	0.00%
Small Tools & Minor Equipment 35	0	0	0	0	0	0	0	0	0.00%
Repair & Maintenance 48	9,072	0	0	0	0	0	0	0	0.00%
	34,758	0	0	0	0	35,000	0	35,000	0.00%
<i>Roadside Maintenance 542.070</i>									
Professional Services 41	0	0	0	0	0	0	0	0	0.00%
Repair & Maintenance 48	0	0	0	0	0	0	0	0	0.00%
	0	0	0	0	0	0	0	0	0.00%
<i>Machinery & Equipment-Chip Spreader</i>									
Principal-Chip Spreader 591.095 71	0	14,061	14,061	0	14,061	22,720	0	22,720	61.58%
Interest-Chip Spreader 592.095 81	0	9,375	9,375	0	9,375	5,680	0	5,680	-39.41%
Professional Services 595.41	89,908	0	0	0	0	0	0	0	0.00%
Machinery & Equipment 594.42	0	0	264,062	0	264,062	0	0	0	-100.00%
Advertising 595.44	1,371	0	0	0	0	0	0	0	0.00%
Other Improvements 595.63	81,272	0	14,802	0	14,802	0	0	0	-100.00%
	172,551	23,436	302,300	0	302,300	28,400	0	28,400	-90.61%
TOTAL EXPENDITURES	242,719	154,436	433,300	0	433,300	164,900	0	164,900	-61.94%
ENDING FUND BALANCES									
December 31	12,382	19,895	20,533	0	20,533	40,758	0	40,758	98.50%

STAFFING									
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Employee Full-Time Equivalents	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%

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.

Significant Changes 2018:

Temporary fencing panels were purchased in 2017 to secure sites that are in the abatement process. The City will charge the property owner's a rental fee to install and remove this fencing, which will recover a portion of the initial cost of the fencing and the City staff labor for installation and removal.

Unfortunately, it is not 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. It is proposed that a "Transfer In" of \$9,596 to maintain a balance of \$100,000 in the 2018 fiscal year.

CITY OF CHEHALIS 2018 BUDGET

FUND: 004 - BUILDING ABATEMENT									
DEPARTMENT: BUILDING ABATEMENT (59)									
	ACTUAL	BUDGET AS OF 12/11/2017				BUDGET			% Chg
	Total	Original Adopted	Budget As	Budget As	Total	Adopted	Adopted	Adopted	
	2016	Budget	Amended	One-Time	Amended	Recurring	One-Time	Total	17-18
BEGINNING FUND BALANCES	2016	2017	Recurring Revenue	Rev/Exp	2017	2018	Revenue	2018	
January 1	0	0	0	0	0	90,200	0	90,200	0.00%
REVENUES Codes									
Abatement Fees 345.029									
Abatement Fees 00	0	0	0	0	0	0	0	0	0.00%
Interest Earnings 361.011									
Interest Earnings 00	0	200	200	0	200	200	0	200	0.00%
Transfer in 397.000									
Transfer in From General Fund 01	0	100,000	0	100,000	100,000	0	9,596	9,596	-90.40%
Total Revenues	0	100,200	200	100,000	100,200	200	9,596	9,796	-90.22%
EXPENDITURES Codes									
HOUSING ABATEMENT									
Small Tools & Equipment 35	0	10,000	10,000	0	10,000	0	0	0	-100.00%
Total Expenditures	0	10,000	10,000	0	10,000	0	0	0	-100.00%
ENDING FUND BALANCES									
December 31	0	90,200	-9,800	100,000	90,200	90,400	9,596	99,996	10.86%

ARTERIAL STREET

Arterial Street Fund 102 Department 03

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 2018:

There is a small decrease in the projected gas tax revenues in 2018.

CITY OF CHEHALIS 2018 BUDGET

FUND: 102-ARTERIAL STREET
DEPARTMENT: ARTERIAL STREETS (03)

	ACTUAL	BUDGET AS OF 12/11/2017				BUDGET			% Chg
		Original Adopted	Budget As	Budget As	Total	Adopted	Adopted	Adopted	
BEGINNING FUND BALANCES	Total	Budget	Amended	One-Time	Amended	Recurring	One-Time	Total	17-18
January 1	2016	2017	Recurring Revenue	Rev/Exp	2017	2018	Revenue	2018	
	68,358	104,266	104,266	0	104,266	100,653	0	100,653	-3.47%

REVENUES Codes

<i>Motor Veh. Fuel Tax 336.000</i>									
Motor Veh. Fuel Tax 87	159,021	155,466	155,466	0	155,466	148,000	0	148,000	-4.80%
<i>Interest Earnings 361.011</i>									
Interest Earnings 00	264	50	50	0	50	500	0	500	900.00%
<i>Miscellaneous Revenue</i>									
Miscellaneous Revenue 00	0	0	0	0	0	0	0	0	0.00%
Total Revenues	159,285	155,516	155,516	0	155,516	148,500	0	148,500	-4.51%

Arterial Street (03) Detail:

<i>Roadway Supplies 542.G30</i>									
Salaries & Wages 11	38,971	46,644	53,999	0	53,999	51,735	0	51,735	-4.19%
Salaries & Wages (06) 11	0	0	0	0	0	0	0	0	0.00%
Overtime 12	16	0	0	0	0	0	0	0	0.00%
Overtime (06) 12	0	0	0	0	0	0	0	0	0.00%
Personnel Benefits 21	24,196	30,700	32,630	0	32,630	33,325	0	33,325	2.13%
Personnel Benefits (06) 21	0	0	0	0	0	0	0	0	0.00%
Uniforms & Clothing 24	92	0	0	0	0	0	0	0	0.00%
Supplies 31	50,796	72,500	72,500	0	72,500	75,000	0	75,000	3.45%
Professional Services 41	9,255	0	0	0	0	0	0	0	0.00%
Insurance 46	0	0	0	0	0	0	0	0	0.00%
Miscellaneous 49	51	0	0	0	0	0	0	0	0.00%
	123,377	149,844	159,129	0	159,129	160,060	0	160,060	0.59%
Total Arterial Street Expenditures	123,377	149,844	159,129	0	159,129	160,060	0	160,060	0.59%

ENDING FUND BALANCES

December 31	104,266	109,938	100,653	0	100,653	89,093	0	89,093	-11.49%
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STAFFING

Equipment Operator I	0.00	0.00	0.00	0.00	0.00	0.25	0.00	0.25	0.00%
Equipment Operator II	0.00	0.00	0.00	0.00	0.00	0.25	0.00	0.25	0.00%
Stormwater Collections Specialist	0.00	0.00	0.00	0.00	0.00	0.50	0.00	0.50	0.00%
Employee Full-Time Equivalents	0.00	0.00	0.00	0.00	0.00	1.00	0.00	1.00	0.00%

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.

Significant Changes 2018:

Voters approved a 0.2% sales tax increase to provide funding for the TBD Fund. Estimated tax revenues for 2018, the first full year of funding, are \$850,000. The transportation project expenditures are estimated at \$500,000 for the year.

CITY OF CHEHALIS 2018 BUDGET

FUND: 103 TRANSPORTATION BENEFIT DISTRICT FUND
DEPARTMENT: STREETS (03)

	ACTUAL	BUDGET AS OF 12/11/2017				BUDGET			% Chg
		Original Adopted	Budget as	Budget as	Total	Adopted	Adopted	Adopted	
BEGINNING FUND BALANCES	Total	Budget	Amended	One-Time	Amended	Recurring	One-Time	Total	17-18
January 1	2016	2017	Recurring Revenue	Rev/Exp	Recurring Revenue	2018	Revenue	2018	
	0	0	0	0	0	217,880	0	217,880	0.00%
<i>Sales Tax Revenue 313.011</i>									
Sales Tax Revenue	0	0	392,880	0	392,880	850,000	0	850,000	116.35%
<i>Interest Earnings 361.011</i>									
Interest Earnings	0	0	0	0	0	600	0	600	0.00%
Total Revenues		0	392,880	0	392,880	850,600	0	850,600	116.50%
<i>Roadway 542.030</i>									
Supplies 31	0	0	0	0	0	0	0	0	0.00%
	0	0	0	0	0	0	0	0	0.00%
<i>Bridges/Structures 542.050</i>									
Professional Services 41	0	0	30,000	0	30,000	0	0	0	-100.00%
Public Utility Service 47	0	0	0	0	0	0	0	0	0.00%
Repair & Maintenance 48	0	0	0	0	0	0	0	0	0.00%
	0	0	30,000	0	30,000	0	0	0	-100.00%
<i>TrafficControl 542.064</i>									
Operating/Maintenance Supplies 31	0	0	0	0	0	0	0	0	0.00%
Fuel Consumed 32	0	0	0	0	0	0	0	0	0.00%
Professional Services 41	0	0	0	0	0	0	0	0	0.00%
Public Utility Service 47	0	0	0	0	0	0	0	0	0.00%
Repair & Maintenance 48	0	0	0	0	0	0	0	0	0.00%
	0	0	0	0	0	0	0	0	0.00%
<i>Roadside Maintenance 542.070</i>									
Professional Services 41	0	0	0	0	0	0	0	0	0.00%
	0	0	0	0	0	0	0	0	0.00%
<i>Street Construction Projects</i>									
Professional Services 41	0	0	0	0	0	50,000	0	50,000	0.00%
Construction Improvements 63	0	0	145,000	0	145,000	450,000	0	450,000	210.34%
	0	0	145,000	0	145,000	500,000	0	500,000	244.83%
TOTAL EXPENDITURES	0	0	175,000	0	175,000	500,000	0	500,000	185.71%
ENDING FUND BALANCES									
December 31	0	0	217,880	0	217,880	568,480	0	568,480	160.91%

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 for a specific year for projects, activities, marketing, and advertising to promote tourism. The awarded funds are disbursed by the City's Finance Department 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 2018:

The recommendations from LTAC were approved by the City Council on October 23, 2017 and are reflected in the proposed budget document. The significant changes in 2018 are that Lewis County Trails Ride the Willapa event was not funded. While it is recognized as a great community event, the Committee suggested that Lewis County LTAC funds would be a more appropriate source because of the focus on camping at Rainbow Falls State Park, which is in unincorporated Lewis County. The Committee also recommended making a contribution to the City to partially offset the cost of funding the replacement of the pool liner. The recommendation was made because the Gail and Carolyn Shaw Aquatics Center is located at the Recreation Park and draws visitors from around the world. The pool has become a big part of the City's efforts to advance tourism through tournaments and other promotional activities, so maintaining it at the highest level is critical to tourism now and in the future.

CITY OF CHEHALIS 2018 BUDGET

FUND: 107 TOURISM FUND
DEPARTMENT: TOURISM (05)

	ACTUAL	BUDGET AS OF 12/11/2017				BUDGET			
		Original Adopted	Budget As	Budget As	Total	Adopted	Adopted	Adopted	
	Total	Budget	Amended	One-Time	Amended	Recurring	One-Time	Total	% Chg
BEGINNING FUND BALANCES	2016	2017	Recurring Revenue	Rev/Exp	2017	2018	Revenue	2018	17-18
January 1	198,721	264,582	264,582	0	264,582	261,082	0	261,082	-1.32%
REVENUES Codes									
Motel, Hotel & Transient Tax 313.031									
Lodging Tax 00	245,683	233,000	233,000	0	233,000	233,000	0	233,000	0.00%
Interest Earnings 361.011									
Interest Earnings 00	692	500	500	0	500	800	0	800	60.00%
Total Revenues	246,375	233,500	233,500	0	233,500	233,800	0	233,800	0.13%
EXPENDITURES Codes									
Tourism (05) Detail:									
Information Technology (Website Mgmt.)557.030									
Repair and Maintenance (City) 48	1,500	0	0	0	0	0	0	0	0.00%
Information Outreach 557.030									
LC Historical Museum (04) 41	25,000	30,000	30,000	0	30,000	40,000	0	40,000	33.33%
Cheh-Cent RR & Museum (05) 41	29,469	30,000	30,000	0	30,000	35,000	0	35,000	16.67%
Vets Memorial Museum (06) 41	24,000	23,000	23,000	0	23,000	30,000	0	30,000	30.43%
Chamber of Commerce (18) 41	0	40,000	40,000	0	40,000	40,000	0	40,000	0.00%
Chehalis Wedding Show (21) 41	12,432	13,000	13,000	0	13,000	12,435	0	12,435	-4.35%
Renaissance Committee (24) 41	10,147	50,000	50,000	0	50,000	40,000	0	40,000	-20.00%
LC Comm Trails - Willapa (26) 41	14,000	29,500	29,500	0	29,500	0	0	0	-100.00%
City Manager's Office (01) 51	49,192	1,500	1,500	0	1,500	0	0	0	-100.00%
City's Tournaments (20) 51	14,774	20,000	20,000	0	20,000	20,000	0	20,000	0.00%
Transfer out to 301 Fund: 597									
City's Shaw Aquatics Center	0	0	0	0	0	100,000	0	100,000	0.00%
	179,014	237,000	237,000	0	237,000	317,435	0	317,435	33.94%
Total Tourism Expenditures	180,514	237,000	237,000	0	237,000	317,435	0	317,435	33.94%
ENDING FUND BALANCES									
December 31	264,582	261,082	261,082	0	261,082	177,447	0	177,447	-32.03%

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, 2017, the outstanding principal on those loans that were deferred is \$104,986.81. 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 2018:

There are no significant changes anticipated in 2018.

CITY OF CHEHALIS 2017 BUDGET

FUND: 195-Block Grant

DEPARTMENT: 1982-93 Community Dev. Block Grant (46)

	ACTUAL	Original Adopted	BUDGET AS OF 12/11/2017			BUDGET			% Chg
			Budget As	Budget As	Total	Adopted	Adopted	Adopted	
	Total	Budget	Amended	One-Time	Amended	Recurring	One-Time	Total	
BEGINNING FUND BALANCES	2,016	2,017	Recurring Revenue	Rev/Exp	2017	2018	2018	2018	17-18
January 1	12	111	111	0	111	111	0	111	0.00%
REVENUES									
Codes									
Revolving Loan Repayments 345.090									
Loan Principal 00	0	0	0	0	0	10,000	0	10,000	0.00%
Late Fees and Charges 359.000									
Late Fees 00	99	0	0	0	0	0	0	0	0.00%
Interest Earnings 361.011									
Interest Earnings 00	0	0	0	0	0	0	0	0	0.00%
Interest Earnings 361.040									
Interest - Contracts, Notes, A/R 00	0	0	0	0	0	0	0	0	0.00%
Total Revenues	99	0	0	0	0	10,000	0	10,000	0.00%
EXPENDITURES									
Codes									
1982-93 Community Development Block Grant (46) Summary:									
Professional Services 41	0	0	0	0	0	75	0	75	0.00%
External Taxes & Oper. Assm. 53	0	0	0	0	0	0	0	0	0.00%
Total Expenditures	0	0	0	0	0	75	0	75	0.00%
ENDING FUND BALANCES									
December 31	111	111	111	0	111	10,036	0	10,036	8941.44%

HUD BLOCK GRANT

HUD Block Grant Fund 197 Department 07

Purpose

The City used the federal funds received from the Department of Housing & Urban Development to provide home rehabilitation loans. 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 2018

No significant changes are currently planned for 2018; however, there have been questions on how these funds may be used to support goals in the community consistent with funding requirements.

CITY OF CHEHALIS 2018 BUDGET

FUND: 197 HUD Block Grant
DEPARTMENT: HUD Block Grant (07)

	ACTUAL	Budget As of 12/11/2017				BUDGET			% Chg
		Original Adopted	Budget As	Budget As	Total	Adopted	Adopted	Adopted	
	Total	Budget	Amended	One-Time	Amended	Recurring	One-Time	Total	17-18
BEGINNING FUND BALANCES	2016	2017	Recurring Revenue	Rev/Exp	2017	2018	Rev/Exp	2018	
January 1	57,351	57,506	57,506	0	57,506	70,706	0	70,706	22.95%
REVENUES Codes									
<i>Loan Principal 345.090.00</i>									
Loan Principal Receipts 86	0	0	13,100	0	13,100	0	0	0	-100.00%
<i>Interest Earnings 361.011</i>									
Interest Earnings 00	155	100	100	0	100	100	0	100	0.00%
<i>Investment Service Fees 361.019</i>									
Investment Service Fees 00	0	0	0	0	0	0	0	0	0.00%
Total Revenues	155	100	13,200	0	13,200	100	0	100	-99.24%
EXPENDITURES Codes									
HUD Block Grant (07) Summary:									
Professional Services 41	0	0	0	0	0	0	0	0	0.00%
Total Expenditures	0	0	0	0	0	0	0	0	0.00%
ENDING FUND BALANCES									
December 31	57,506	57,606	70,706	0	70,706	70,806	0	70,806	0.14%

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

Purpose

When the City received the 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 2018

No Changes in the use of the fund are anticipated

CITY OF CHEHALIS 2018 BUDGET

FUND: 200 - G O BOND FUND
DEPARTMENT: GENERAL DEBT SERVICE (OC)

	ACTUAL	BUDGET AS OF 12/11/2017				BUDGET				
		Original Adopted	Budget As	Budget As	Total	Adopted	Adopted	Adopted		
BEGINNING FUND BALANCES	Total	Budget	Amended	One-Time	Amended	Recurring	One-Time	Total	% Chg	
	2016	2017	Recurring Revenue	Rev/Exp	2017	2018	Rev/Exp	2018	17-18	
January 1	0	0	0	0	0	0	0	0	0.00%	
REVENUES	Codes									
Interfund Transfers 397.000										
Transfer In - General Fund	01	24,243	24,742	24,742	0	24,742	25,970	0	25,970	4.96%
Transfer In - 1st Qtr REET Fund	35	40,020	41,566	41,566	0	41,566	42,865	0	42,865	3.13%
Transfer In - 2nd Qtr REET Fund	36	31,443	32,658	32,658	0	32,658	33,675	0	33,675	3.11%
		95,706	98,966	98,966	0	98,966	102,510	0	102,510	3.58%
Total Revenues		95,706	98,966	98,966	0	98,966	102,510	0	102,510	3.58%
Redemption of Long-Term Debt: 591.034/035										
G.O. Bonds - Principal	71	65,000	70,000	70,000	0	70,000	75,000	0	75,000	7.14%
Interest and Other Debt Service Costs: Water 592.014										
L/T External Debt - Interest	83	30,281	28,656	28,656	0	28,656	26,910	0	26,910	-6.09%
Other Debt Svc. & Interest Costs	89	425	310	310	0	310	600	0	600	93.55%
		30,706	28,966	28,966	0	28,966	27,510	0	27,510	-5.03%
Total 2011 G.O. Bond Fund Exps.		95,706	98,966	98,966	0	98,966	102,510	0	102,510	3.58%
ENDING FUND BALANCES										
ENDING FUND BALANCES	0	0	0	0	0	0	0	0	0.00%	

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 our 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 2018

The proposed budget for 2018 includes allocations of funds from a variety of sources, including Lodging Tax and Real Estate Excise Tax revenue to fund long-deferred maintenance at the City's historic Fire Station, replacement of the boiler and the lining of the City's pool at the Gail and Carolyn Shaw Aquatics Center. Additional appropriations to this fund may be considered as 2018 progresses and the goal is to set aside funds every year to address large maintenance and repair projects as good stewards of public buildings.

CITY OF CHEHALIS 2018 BUDGET

FUND: 301 - PUBLIC FACILITIES RESERVE FUND DEPARTMENT: PUBLIC FACILITIES RESERVE (44)									
	ACTUAL	Budget As of 12/11/2017				BUDGET			
	Total	Original Adopted	Budget As	Budget As	Total	Adopted	Adopted	Adopted	% Chg
	2016	Budget	Amended	One-Time	Amended	Recurring	One-Time	Total	17-18
		2017	Recurring Revenue	Rev/Exp	2017	2018	2018	2018	
BEGINNING FUND BALANCES									
January 1	0	0	0	0	0	0	0	0	0.00%
REVENUES	Codes								
<i>Interest Earnings 361.011</i>									
Interest Earnings 00	0	0	0	0	0	0	0	0	0.00%
<i>Proceeds/Sales of Capital Assets 395.010</i>									
Sale of Scrap & Junk 00	0	0	0	0	0	0	0	0	0.00%
<i>Operating Transfers In 397.000</i>									
From Tourism Fund 107	0	0	0	0	0	100,000	0	100,000	0.00%
From 1st QTR Percent REET Fund 305	0	0	100,000	0	100,000	120,000	0	120,000	20.00%
From 2nd QTR Percent REET Fund 306	0	0	0	0	0	200,000	0	200,000	0.00%
	0	0	100,000	0	100,000	420,000	0	420,000	320.00%
Total Revenues	0	0	100,000	0	100,000	420,000	0	420,000	320.00%
EXPENDITURES	Codes								
Public Facilities Reserve (44) Summary:									
Improvements-Library Roof 62	0	0	100,000	0	100,000	0	0	0	-100.00%
Improvements-Fire Station 62	0	0	0	0	0	120,000	0	120,000	0.00%
Improvements-Pool Liner & Boiler 63	0	0	0	0	0	190,000	0	190,000	0.00%
Improvements-Recreation Park Design 63	0	0	0	0	0	110,000	0	110,000	0.00%
Total Expenditures	0	0	100,000	0	100,000	420,000	0	420,000	320.00%
ENDING FUND BALANCES									
December 31	0	0	0	0	0	0	0	0	0.00%

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.

Significant Changes 2018

There are no significant changes proposed and no funds have been allocated to the account at this time; however, the plan is to review the City's financial position after the first quarter or at midyear to determine if an allocation can be made to this account to start setting aside funds 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

CITY OF CHEHALIS 2018 BUDGET

FUND: 302 - AUTOMOTIVE/EQUIPMENT RESERVE FUND									
DEPARTMENT: AUTOMOTIVE/EQUIPMENT RESERVE (45)									
	ACTUAL	Budget As of 12/11/2017				BUDGET			
		Original Adopted	Budget As	Budget As	Total	Adopted	Adopted	Adopted	
	Total	Budget	Amended	One-Time	Amended	Recurring	One-Time	Total	% Chg
BEGINNING FUND BALANCES	2016	2017	Recurring Revenue	Rev/Exp	2017	2018	Rev/Exp	2018	17-18
January 1	460	0	461	0	461	461	0	461	0.00%
REVENUES Codes									
<i>Interest Earnings 361.011</i>									
Interest Earnings 00	1	0	0	0	0	0	0	0	0.00%
<i>Proceeds/Sales of Capital Assets 395.010</i>									
Sale of Scrap & Junk 00	0	0	0	0	0	0	0	0	0.00%
<i>Operating Transfers In 397.000</i>									
From - General Fund 01	0		0	0	0	0	0	0	0.00%
From - Public Facilities Reserve (31) 00	0		0	0	0	0	0	0	0.00%
	0	0	0	0	0	0	0	0	0.00%
Total Revenues	1	0	0	0	0	0	0	0	0.00%
EXPENDITURES Codes									
Automotive/Equipment Reserve (45) Summary:									
Other Improvements 63	0	0	0	0	0	0	0	0	0.00%
Machinery and Equipment 64	0	0	0	0	0	0	0	0	0.00%
Total Expenditures	0	0	0	0	0	0	0	0	0.00%
ENDING FUND BALANCES									
December 31	461	0	461	0	461	461	0	461	0.00%

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 2018:

A portion of the First Quarter Percent REET proceeds is transferred out to fund a portion of the 2011 General Obligation Bond. In 2018, it is proposed that this fund be used to make some of the capital improvements needed at the Fire Station.

CITY OF CHEHALIS 2018 BUDGET

FUND: 305 - 1ST QTR PERCENT REET DEPARTMENT: PUBLIC FACILITIES RESERVE (44)									
	ACTUAL	Budget As of 12/11/2017				BUDGET			
	Total	Original Adopted	Budget As	Budget As	Total	Adopted	Adopted	Adopted	% Chg
BEGINNING NET	2016	Budget	Amended	One-Time	Amended	Recurring	One-Time	Total	17-18
ASSET BALANCES:	2016	2017	Recurring Revenue	Rev/Exp	2017	2018	Rev/Exp	2018	
January 1	155,433	217,398	217,398	0	217,398	186,857	0	186,857	-14.05%
REVENUES									
Codes									
<i>Real Estate Excise Tax 318.034 (formerly 317.034)</i>									
Excise Tax 00	101,423	110,500	110,500	0	110,500	90,000	0	90,000	-18.55%
<i>Interest Earnings 361.011</i>									
Interest Earnings 00	562	525	525	0	525	700	0	700	33.33%
<i>Investment Service Fees 361.019</i>									
Operating Transfers In 00	0	0	0	0	0	0	0	0	0.00%
Total Revenues	101,985	111,025	111,025	0	111,025	90,700	0	90,700	-18.31%
EXPENDITURES									
Codes									
REET - Public Facilities Reserve (44) Detail:									
<i>Interfund Transfers 597.000</i>									
Transfer out-GO Debt Svc Fund 200	40,020	41,566	41,566	0	41,566	42,865	0	42,865	3.13%
Transfer out- Public Fac Res Fund 301 Library	0	0	100,000	0	100,000	0	0	0	-100.00%
Transfer out- Public Fac Res Fund 301 Fire	0	0	0	0	0	120,000	0	120,000	0.00%
TransferOut - GO Debt Svc Fund(200) 05	40,020	41,566	141,566	0	141,566	162,865	0	162,865	15.05%
Total Fund Expenditures	40,020	41,566	141,566	0	141,566	162,865	0	162,865	15.05%
ENDING FUND BALANCES									
December 31	217,398	286,857	186,857	0	186,857	114,692	0	114,692	-38.62%

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 2018

A portion of the Second Quarter Percent REET proceeds is transferred out to fund a portion of the 2011 General Obligation Bond. In 2018, it is proposed that this fund be used to make some of the capital improvements needed at Recreation Park, specifically rehabilitation of the City's pool liner and replacement of the pool boiler, which is critical to the operation of the aquatics facility.

CITY OF CHEHALIS 2018 BUDGET

FUND: 306 - 2ND QTR PERCENT REET									
DEPARTMENT: PUBLIC FACILITIES RESERVE (44)									
	ACTUAL	Budget As of 12/11/2017				BUDGET			
	Total	Original Adopted	Budget As	Budget As	Total	Adopted	Adopted	Adopted	
BEGINNING NET	2016	Budget	Amended	One-Time	Amended	Recurring	One-Time	Total	% Chg
ASSET BALANCES:		2017	Recurring Revenue	Rev/Exp	2017	2018	Rev/Exp	2018	17-18
January 1	126,740	197,213	197,213	0	197,213	275,504	0	275,504	39.70%
REVENUES Codes									
<i>Real Estate Excise Tax 318.034 (formerly 317.034)</i>									
Excise Tax 00	101,423	110,500	110,500	0	110,500	90,000	0	90,000	-18.55%
<i>Interest Earnings 361.011</i>									
Interest Earnings 00	493	450	450	0	450	650	0	650	44.44%
<i>Investment Service Fees 361.019</i>									
Operating Transfers In 00	0	0	0	0	0	0	0	0	0.00%
Total Revenues	101,916	110,950	110,950	0	110,950	90,650	0	90,650	-18.30%
EXPENDITURES Codes									
REET - Public Facilities Reserve (44) Detail:									
<i>Interfund Transfers 597.000</i>									
Transfer out-GO Debt Svc Fund (200) 05	31,443	32,659	32,659	0	32,659	33,675	0	33,675	3.11%
Transfer out-Public Fac Res Fund (301)	0	0	0	0	0	200,000	0	200,000	0.00%
TransferOut - Total	31,443	32,659	32,659	0	32,659	233,675	0	233,675	615.50%
Total Fund Expenditures	31,443	32,659	32,659	0	32,659	233,675	0	233,675	615.50%
ENDING FUND BALANCES									
December 31	197,213	275,504	275,504	0	275,504	132,479	0	132,479	-51.91%

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 disposal permit to access the site during the Spring and Summer months to dispose of yard waste and other organic materials.

Significant Changes 2018:

No changes are planned for 2018.

CITY OF CHEHALIS 2018 BUDGET

FUND:		402 GARBAGE FUND							
DEPARTMENT:		GARBAGE 12							
		ACTUAL	BUDGET AS OF 12/11/2017				BUDGET		
			Original Adopted	Budget As	Budget As	Total	Adopted	Adopted	
		Total	Budget	Amended	One-Time	Amended	Recurring	One-Time	Adopted
BEGINNING FUND BALANCES		2016	2017	Recurring Revenue	Revenue	2017	2018	2018	Total
January 1		4,554	7,673	7,673	0	7,673	6,868	0	6,868
									-10.49%
REVENUES		Codes							
<i>Physical Environment 343.070</i>									
Garbage/Solid Waste Fees	00	55	0	0	0	0	0	0	0
Organic Dump Pass	31	6,293	6,410	6,410	0	6,410	6,200	0	6,200
		6,349	6,410	6,410	0	6,410	6,200	0	6,200
<i>Interest Earnings 361.011</i>									
Interest Earnings	00	17	25	25	0	25	25	0	25
<i>Due to State - Sales Tax 389.030</i>									
Due to State - Sales Tax	04	227	0	0	0	0	220	0	220
<i>Transfers In 397.000</i>									
Transfers In - Fund 001	01	0	0	0	0	0	0	0	0
Total Revenues		6,592	6,435	6,435	0	6,435	6,445	0	6,445
									0.16%
EXPENDITURES		Codes							
<i>Garbage Department Detail (12)</i>									
<i>Operations-Cust Serv & Marketing 537.070</i>									
Insurance	46	0	0	0	0	0	0	0	0
Utility Svcs. - Yard Wastes (01)	47	3,246	5,500	7,000	0	7,000	5,775	0	5,775
		3,246	5,500	7,000	0	7,000	5,775	0	5,775
<i>Due to State - Sales Tax 589.030</i>									
Due to State - Sales Tax	00.04	227	240	240	0	240	230	0	230
Total Fund Expenditures		3,473	5,740	7,240	0	7,240	6,005	0	6,005
									-17.06%
ENDING FUND BALANCES		7,673	8,368	6,868	0	6,868	7,308	0	7,308
									6.41%

WASTEWATER

Wastewater Fund 404 Public Works Wastewater Division

Mission and Responsibilities:

The Wastewater Division 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.

2017 Accomplishments:

- Completed Coal Creek Sewer Extension Project (under budget).
- Completed Kresky Ave. Sewer Repair Project.
- Completed repair of CRWRF outfall.
- Completed upgrade of non-potable water control system.
- Completed approximately 209 maintenance work orders utilizing 980 hours of staff time costing \$130,000 in parts and labor.
- Jetted over 29,000 ft. of sewer line to maintain collection system flow and capacity.
- Continued staff safety training to comply with LNI requirements.

2018 Goals and Objectives:

- Continue efforts to achieve 100% permit compliance.
- Complete in-house upgrade of N. National lift station.
- Complete biannual inspection of CRWRF outfall.

Expenditure Summary	Wastewater	Fund 404		
	2017 Budget	2018 Budget	Difference	% Change
Beginning Balance	\$5,354,188	\$5,916,708	\$562,520	10.51%
Revenues	\$6,348,672	\$5,518,992	-\$829,680	-13.07%
Expenditures	\$4,713,052	\$4,732,395	\$19,343	0.41%
Capital Outlay	\$1,073,100	\$215,000	-\$858,100	-79.96%
Ending Balance	\$5,916,708	\$6,488,305	\$571,597	9.66%

Significant Changes 2018:

- Proposed budget includes portion of Community Development Director's salary
- \$140,000 for Stan Hedwall Sewer Connection Project in Capital Outlay
- \$40,000 for PTP ditch work in PTP budget
- \$40,000 for removal of solids from EQ2 in WWTP budget
- \$25,000 for Wastewater's contribution to the Public Works bldg. maintenance project.
- Minor increases in electrical and some chemical costs
- No other large capital projects or vehicles
- Re-allocated FTEs - 1.0 to 1.5 at PTP, 1.5 to 1.0 for CRWRF lab and .25 to .20 for both PW Director/Office Manager. Total FTEs are down to 12.72 from 12.82

CITY OF CHEHALIS 2018 BUDGET

FUND: 404 - WASTEWATER FUND

	ACTUAL	BUDGET AS OF 12/11/2017				BUDGET			% Chg 17-18
		Original Adopted	Budget As	Budget As	Total	Adopted	Adopted	Adopted	
BEGINNING FUND BALANCES	Total 2016	Budget 2017	Amended Recurring Revenue	One-Time Revenue	Amended 2017	Recurring 2018	One-Time 2018	Total 2018	
January 1	3,271,464	4,312,826	4,312,826	0	4,312,826	4,675,346	0	4,675,346	8.41%
REVENUES									
Codes									
<i>Interlocal Grants, Entitlements 337.000</i>									
Interlocal Agreement 50	6,062	0	0	13,500	13,500	0	0	0	-100.00%
<i>Physical Environment 343.050 (Changed from 343.040)</i>									
Residential 21	2,269,591	2,286,742	2,286,742	0	2,286,742	2,325,617	0	2,325,617	1.70%
Commercial 22	2,302,121	2,314,000	2,314,000	0	2,314,000	2,325,142	0	2,325,142	0.48%
Forfeited Disc. & Late Charges 28	0	0	0	0	0	0	0	0	0.00%
Utility Hookup/Connection 30	107,262	60,000	60,000	0	60,000	100,000	0	100,000	66.67%
Charges to Public Agencies (I&N mc 49	230,652	230,652	230,652	0	230,652	230,655	0	230,655	0.00%
Discharge Fees (Darigold) 50	155,000	155,000	155,000	0	155,000	175,000	0	175,000	12.90%
Loan Reimbursement (L&N cost apx 70	277,378	277,378	277,378	0	277,378	277,378	0	277,378	0.00%
Administrative Fees 93	0	200	200	0	200	0	0	0	-100.00%
Other Sewer Install Chgs 96	28,501	22,000	22,000	0	22,000	10,000	0	10,000	-54.55%
Other Fees & Charges (ptp land lea: 99	7,705	4,000	4,000	0	4,000	4,000	0	4,000	0.00%
	5,378,210	5,349,972	5,349,972	0	5,349,972	5,447,792	0	5,447,792	1.83%
<i>Other Fines 359.000</i>									
Late Payment Fees 00	58,923	50,000	50,000	0	50,000	51,000	0	51,000	2.00%
<i>Interest Earnings 361.011</i>									
Interest 00	12,580	3,000	3,000	0	3,000	15,000	0	15,000	400.00%
<i>Rents and Royalties 362.050</i>									
Long Term Rental Income 01	3,545	3,545	3,545	0	3,545	3,545	0	3,545	0.00%
<i>Sale of Scrap & Junk 369.010</i>									
Sale of Scrap & Junk - Biosolids 01	2,000	2,000	2,000	0	2,000	1,100	0	1,100	-45.00%
	2,000	2,000	2,000	0	2,000	1,100	0	1,100	-45.00%
<i>Other Miscellaneous Revenues 369.090</i>									
Miscellaneous Revenues 00	0	0	0	0	0	0	0	0	0.00%
Other Misc Revs. - Non-Taxed 01	1,290	1,000	1,000	0	1,000	0	0	0	-100.00%
	1,290	1,000	1,000	0	1,000	0	0	0	-100.00%
<i>Inter Govt Loans - Dept. of Ecology 382.080</i>									
DOE- I & I Loan (reimbursement Co. 12	0	275,000	0	0	0	0	0	0	0.00%
Intergovernmental Loan 00	0	275,000	0	0	0	0	0	0	0.00%
<i>Agency Deposits 389.000</i>									
Due to State - Sales Tax 04	103	100	100	0	100	100	0	100	0.00%
Leasehold Excise Tax Liability 06	455	455	455	0	455	455	0	455	0.00%
	558	555	555	0	555	555	0	555	0.00%
SRF Loan - I & I 01	55,719	0	0	605,100	605,100	0	0	0	-100.00%
SRF Loan - I & I Forgivable 02	52,983	0	0	0	0	0	0	0	0.00%
SRF Loan-Coal Creek Extension 03	15,942	0	0	320,000	320,000	0	0	0	-100.00%
SRT Loan- Coal Crk Ext-Forgivable 04	15,000	0	0	0	0	0	0	0	0.00%
	139,644	0	0	925,100	925,100	0	0	0	-100.00%
Sales of Capital Assets 00	1,350	0	0	0	0	0	0	0	0.00%
Total Revenues	5,604,162	5,685,072	5,410,072	938,600	6,348,672	5,518,992	0	5,518,992	-13.07%

CITY OF CHEHALIS 2018 BUDGET

FUND: 404 - WASTEWATER FUND

		ACTUAL	BUDGET AS OF 12/11/2017				BUDGET			
		Total	Original Adopted	Budget As	Budget As	Total	Adopted	Adopted	Adopted	
EXPENDITURES	Codes	2016	Budget 2017	Amended Recurring Exp	One-Time Expenditure	Amended 2017	Recurring 2018	One-Time 2018	Total 2018	% Chg 17-18
Expenditure Detail:										
Public Works Wastewater Administration (11)										
Wastewater Administration 535.010										
Salaries & Wages	11	105,607	101,866	101,866	0	101,866	115,700	0	115,700	13.58%
Admin Salaries & Wages (02)	11	13,173	10,565	10,565	0	10,565	11,321	0	11,321	7.16%
Personnel Benefits	21	40,499	41,647	41,647	0	41,647	48,629	0	48,629	16.76%
Admin Personnel Benefits (02)	21	7,619	6,473	6,473	0	6,473	6,475	0	6,475	0.03%
Office & Operating Supplies	31	1,527	1,500	1,500	0	1,500	1,500	0	1,500	0.00%
Fuel Consumed	32	521	600	600	0	600	600	0	600	0.00%
Small Tools & Minor Equipment	35	0	1,500	1,500	0	1,500	1,500	0	1,500	0.00%
Professional Services	41	22,252	30,000	30,000	0	30,000	11,300	0	11,300	-62.33%
Communications	42	2,870	3,000	3,000	0	3,000	3,000	0	3,000	0.00%
Travel	43	0	1,000	1,000	0	1,000	1,000	0	1,000	0.00%
Advertising	44	941	0	0	0	0	0	0	0	0.00%
Insurance	46	97,423	111,974	111,974	0	111,974	101,145	0	101,145	-9.67%
Public Utility Service	47	1,965	2,750	2,750	0	2,750	2,750	0	2,750	0.00%
Repair & Maintenance	48	865	1,200	1,200	0	1,200	1,200	0	1,200	0.00%
Miscellaneous	49	640	900	900	0	900	900	0	900	0.00%
External Taxes & Oper Assess	53	110,312	107,600	107,600	0	107,600	106,500	0	106,500	-1.02%
Taxes & Oper Assesmt. GF (01)	53	306,111	261,864	261,864	0	261,864	261,870	0	261,870	0.00%
		712,325	684,439	684,439	0	684,439	675,390	0	675,390	-1.32%
Wastewater: Engineering Services 535.020										
Salaries & Wages	11	27,587	27,766	27,766	0	27,766	29,035	0	29,035	4.57%
Overtime	12	0	0	0	0	0	0	0	0	0.00%
Personnel Benefits	21	15,543	16,659	16,659	0	16,659	17,587	0	17,587	5.57%
Personnel Benefits-UI Taxes (07)	21	0	0	0	0	0	0	0	0	0.00%
Uniforms & Clothing	24	70	97	97	0	97	96	0	96	-1.03%
Office & Operating Supplies	31	763	600	600	0	600	672	0	672	12.00%
Fuel Consumed	32	333	602	602	0	602	588	0	588	-2.33%
Small Tools&Minor Equipment	35	0	0	0	0	0	0	0	0	0.00%
Professional Services	41	306	645	645	0	645	630	0	630	-2.33%
Communications	42	0	161	161	0	161	42	0	42	-73.91%
Travel	43	0	0	0	0	0	0	0	0	0.00%
Advertising	44	145	151	151	0	151	336	0	336	122.52%
Insurance	46	496	649	649	0	649	440	0	440	-32.20%
Repair & Maintenance	48	49	339	339	0	339	602	0	602	77.58%
Miscellaneous	49	1,189	2,150	2,150	0	2,150	2,436	0	2,436	13.30%
		46,481	49,819	49,819	0	49,819	52,464	0	52,464	5.31%
Wastewater: Maintenance 535.050										
Salaries & Wages	11	614	0	0	0	0	0	0	0	0.00%
Salaries & Wages-PT (05)	11	0	0	0	0	0	0	0	0	0.00%
Salaries & Wages-Mech. (06)	11	10,243	25,000	25,000	0	25,000	25,000	0	25,000	0.00%
Overtime	12	0	0	0	0	0	0	0	0	0.00%
Overtime - Mech. (06)	12	0	0	0	0	0	0	0	0	0.00%
Personnel Benefits	21	350	0	0	0	0	0	0	0	0.00%
Personnel Benefits - PT (05)	21	0	0	0	0	0	0	0	0	0.00%
Personnel Benefits - Mech. (06)	21	4,839	11,750	11,750	0	11,750	11,750	0	11,750	0.00%
Uniforms & Clothing - Mech. (06)	24	0	0	0	0	0	0	0	0	0.00%
Office & Operating Supplies	31	0	0	0	0	0	0	0	0	0.00%
Professional Services	41	699	0	0	0	0	0	0	0	0.00%
Communications	080.42	137	0	0	0	0	0	0	0	0.00%
Advertising	080.44	67	0	0	0	0	0	0	0	0.00%
Repair & Maintenance	48	0	0	0	0	0	0	0	0	0.00%
		16,949	36,750	36,750	0	36,750	36,750	0	36,750	0.00%
Wastewater: Contra Expenditure Offsets - General Fund 535.091										
Wage Offsets	1A	100,291	86,981	86,981	0	86,981	91,330	0	91,330	5.00%
Benefit Offsets	2A	57,200	47,315	47,315	0	47,315	49,700	0	49,700	5.04%
Supplies Offsets	3A	7,932	4,000	4,000	0	4,000	4,200	0	4,200	5.00%
Services Offsets	4A	22,856	34,100	34,100	0	34,100	35,800	0	35,800	4.99%
Inter Govt Svcs. Offsets	5A	0	0	0	0	0	0	0	0	0.00%
		188,279	172,396	172,396	0	172,396	181,030	0	181,030	5.01%
Wastewater: Contra Expenditure Offsets - Water Fund 535.099										
Wage Offsets	1A	0	59,355	59,355	0	59,355	75,197	0	75,197	26.69%
Benefit Offsets	2A	0	35,275	35,275	0	35,275	42,095	0	42,095	19.33%
Supplies Offsets	3A	0	9,650	9,650	0	9,650	2,310	0	2,310	-76.06%
Services Offsets	4A	0	17,275	17,275	0	17,275	13,161	0	13,161	-23.81%
		0	121,555	121,555	0	121,555	132,763	0	132,763	9.22%
Due to State - Sales/Leasehold Taxes 586.00/589										
Due to State - Sales Tax	004.00	103	100	100	0	100	100	0	100	0.00%
Leasehold Excise Tax Liability	006.00	455	455	455	0	455	500	0	500	9.89%
		558	555	555	0	555	600	0	600	8.11%

CITY OF CHEHALIS 2018 BUDGET

FUND: 404 - WASTEWATER FUND

		ACTUAL	BUDGET AS OF 12/11/2017				BUDGET			
	Object Codes	Total	Original Adopted	Budget As	Budget As	Total	Adopted	Adopted	Adopted	% Chg
EXPENDITURES		2016	Budget 2017	Amended Recurring Exp	One-Time Expenditure	Amended 2017	Recurring 2018	One-Time 2018	Total 2018	17-18
Wastewater: Debt Principal 591.035										
SRFL#1 Loan Payment	78	147,168	149,391	149,391	0	149,391	151,647	0	151,647	1.51%
WTP Loan Pmt- SRFL #2 (13)	72	17,503	17,757	17,757	0	17,757	18,036	0	18,036	1.57%
WTP Loan Pmt- SRFL #3A (11)	72	1,630,623	1,630,623	1,630,623	0	1,630,623	1,630,624	0	1,630,624	0.00%
WTP Loan Pmt- SRFL #3B (12)	72	39,546	39,546	39,546	0	39,546	39,546	0	39,546	0.00%
DOE/SRF - I & I Loan (14)	78	0	8,864	8,308	0	8,308	31,864	0	31,864	283.53%
		1,834,840	1,846,181	1,845,625	0	1,845,625	1,871,717	0	1,871,717	1.41%
Wastewater Debt Service Interest Cost 592.035										
Interest - I & I	83	19,373	24,895	3,460	0	3,460	5,000	0	5,000	44.51%
Interest -SRFL#1	83-10	0	17,150	17,150	0	17,150	14,894	0	14,894	-13.15%
Other Debt Service Costs	89	160	0	0	0	0	150	0	150	0.00%
Interest-PTP Loan-SRFL #1 (10)	83	19,533	42,045	20,610	0	20,610	20,044	0	20,044	-2.75%
SRFL Loan Interest 592.C35										
SRFL #1 Loan Interest	83	2,156	1,892	1,892	0	1,892	1,624	0	1,624	-14.16%
Wastewater Capital Outlay Sewer Utilities 594.035										
Salaries & Wages	11	0	0	0	0	0	0	0	0	0.00%
Office & Operating Supplies	31	0	0	0	0	0	0	0	0	0.00%
Professional Services	41	145,520	40,000	40,000	0	40,000	0	0	0	-100.00%
Advertising	44	2,401	0	0	0	0	0	0	0	0.00%
Buildings & Structures	62	0	0	0	0	0	0	25,000	25,000	0.00%
Other Improvements	63	0	0	0	0	0	0	0	0	0.00%
Machinery & Equipment	64	101,946	83,000	0	83,000	83,000	0	10,000	10,000	-87.95%
Construction Projects	65	0	350,000	0	990,100	990,100	0	140,000	140,000	-85.86%
		249,867	473,000	40,000	1,073,100	1,113,100	0	175,000	175,000	-84.28%
Operating Transfers Out 597.000										
Transfers Out (47)	05	32,500	0	0	0	0	0	0	0	0.00%
Total PW Wastewater Admin. (11)		3,103,488	3,428,632	2,973,641	1,073,100	4,046,741	2,972,382	175,000	3,147,382	-22.22%
Public Works Wastewater Treatment Plant (WWTP) (16)										
Fuel Consumed	32	0	0	0	0	0	0	0	0	0.00%
Travel	43	0	6,300	6,300	0	6,300	6,300	0	6,300	0.00%
Miscellaneous	49	925	8,900	8,900	0	8,900	8,900	0	8,900	0.00%
		925	15,200	15,200	0	15,200	15,200	0	15,200	0.00%
WWTP Maintenance 535.050										
Office & Operating Supplies	31	53,604	102,000	102,000	0	102,000	82,000	0	82,000	-19.61%
Fuel Consumed	32	0	0	0	0	0	0	0	0	0.00%
Small Tools & Minor Equipment	35	400	2,000	2,000	0	2,000	2,000	0	2,000	0.00%
Rentals	45	815	600	600	0	600	600	0	600	0.00%
Repair & Maintenance	48	34,858	88,300	88,300	0	88,300	58,300	0	58,300	-33.98%
		89,677	192,900	192,900	0	192,900	142,900	0	142,900	-25.92%
WWTP Operations 535.080 (16)										
Salaries & Wages	11	272,124	297,862	309,287	0	309,287	312,730	0	312,730	1.11%
Salaries & Wages - PT (05)	11	2,314	7,500	7,500	0	7,500	8,975	0	8,975	19.67%
Salaries & Wages - Mech. (06)	11	0	0	0	0	0	0	0	0	0.00%
Salaries & Wages - On Call Pay	11	0	11,425	0	0	0	11,425	0	11,425	0.00%
Overtime	12	8,438	9,000	9,000	0	9,000	9,000	0	9,000	0.00%
Overtime (05)	12	0	0	0	0	0	0	0	0	0.00%
Personnel Benefits	21	168,595	180,728	180,728	0	180,728	180,532	0	180,532	-0.11%
Personnel Benefits - PT (05)	21	493	1,050	1,050	0	1,050	1,050	0	1,050	0.00%
Personnel Benefits - Mech. (06)	21	0	0	0	0	0	0	0	0	0.00%
Personnel Benefits - U&I Taxes (07)	21	0	0	0	0	0	0	0	0	0.00%
Uniforms & Clothing	24	3,600	3,000	3,000	0	3,000	3,000	0	3,000	0.00%
Uniforms & Clothing - PT (05)	24	0	0	0	0	0	0	0	0	0.00%
Office & Operating Supplies	31	220,715	192,400	192,400	0	192,400	206,400	0	206,400	7.28%
Fuel Consumed	32	2,339	6,000	6,000	0	6,000	6,000	0	6,000	0.00%
Small Tools & Equipment	35	2,148	7,000	7,000	0	7,000	4,000	0	4,000	-42.86%
Professional Services	41	44,346	56,000	56,000	0	56,000	66,000	0	66,000	17.86%

CITY OF CHEHALIS 2018 BUDGET

FUND: 404 - WASTEWATER FUND

EXPENDITURES	Object Codes	ACTUAL	BUDGET AS OF 12/11/2017				BUDGET			% Chg 17-18
		Total	Original Adopted	Budget As	Budget As	Total	Adopted	Adopted	Adopted	
		2016	Budget 2017	Amended Recurring Exp	One-Time Expenditure	Amended 2017	Recurring 2018	One-Time 2018	Total 2018	
Communications	42	17,106	17,000	17,000	0	17,000	17,000	0	17,000	0.00%
Advertising	44	0	0	0	0	0	0	0	0	0.00%
Training	43	0	450	450	0	450	0	0	0	-100.00%
Advertising	44	739	0	0	0	0	0	0	0	0.00%
Public Utility Service	47	128,332	170,000	170,000	0	170,000	180,000	0	180,000	5.88%
Repair & Maintenance	48	7,454	0	0	0	0	0	0	0	0.00%
Miscellaneous	49	25,520	25,050	25,050	0	25,050	25,050	0	25,050	0.00%
		904,263	984,465	984,465	0	984,465	1,031,162	0	1,031,162	4.74%
Total PW WW Treatment Plant (16)		994,865	1,192,565	1,192,565	0	1,192,565	1,189,262	0	1,189,262	-0.28%
Public Works Wastewater Collections (17)										
<i>Collections Maintenance 535.050</i>										
Office & Operating Supplies	31	52,749	43,600	43,600	0	43,600	43,600	0	43,600	0.00%
Items Purch'd for Inv. & Resale	34	0	2,000	2,000	0	2,000	2,000	0	2,000	0.00%
Small Tools & Equipment	35	0	2,000	2,000	0	2,000	2,000	0	2,000	0.00%
Repair & Maintenance	48	7,808	16,500	216,500	0	216,500	16,500	0	16,500	-92.38%
Miscellaneous	49	31	0	0	0	0	0	0	0	0.00%
		60,588	64,100	264,100	0	264,100	64,100	0	64,100	-75.73%
<i>Collections Operations 535.080</i>										
Salaries & Wages	11	128,369	157,083	157,083	0	157,083	156,761	0	156,761	-0.20%
Salaries & Wages-Mech. (06)	11	0	0	0	0	0	0	0	0	0.00%
Overtime	12	1,674	3,500	3,500	0	3,500	3,500	0	3,500	0.00%
Overtime - Mech. (06)	12	0	0	0	0	0	0	0	0	0.00%
Personnel Benefits	21	72,526	97,792	97,792	0	97,792	95,052	0	95,052	-2.80%
Personnel Benefits-UI (07)	21	0	0	0	0	0	0	0	0	0.00%
Uniforms & Clothing	24	1,948	2,000	2,000	0	2,000	2,000	0	2,000	0.00%
Office & Operating Supplies	31	1,648	3,100	3,100	0	3,100	1,600	0	1,600	-48.39%
Fuel Consumed	32	5,016	9,200	9,200	0	9,200	9,200	0	9,200	0.00%
Small Tools & Minor Equipment	35	713	0	0	0	0	0	0	0	0.00%
Professional Services	41	6,217	9,000	9,000	0	9,000	9,000	0	9,000	0.00%
Communications	42	7,945	9,000	9,000	0	9,000	9,000	0	9,000	0.00%
Travel	43	0	0	0	0	0	450	0	450	0.00%
Advertising	44	0	0	0	0	0	0	0	0	0.00%
Rentals	45	10,946	2,000	2,000	0	2,000	2,000	0	2,000	0.00%
Public Utility Service	47	36,581	40,700	40,700	0	40,700	45,000	0	45,000	10.57%
Repair & Maintenance	48	0	0	0	0	0	0	0	0	0.00%
Miscellaneous	49	5,346	6,900	6,900	0	6,900	6,450	0	6,450	-6.52%
		278,929	340,275	340,275	0	340,275	340,013	0	340,013	-0.08%
<i>Collections: Capital Outlay 594.035</i>										
Machinery & Equipment	64	0	0	0	0	0	0	0	0	0.00%
Total PW Wastewater Collections (17)		339,517	404,375	604,375	0	604,375	404,113	0	404,113	-33.14%
<i>PTP Maintenance 535.050</i>										
Office & Operating Supplies	31	6,348	13,500	13,500	0	13,500	13,500	0	13,500	0.00%
Small Tools & Minor Equipment	35	0	600	600	0	600	600	0	600	0.00%
Professional Services	41	0	0	0	0	0	0	0	0	0.00%
Travel	43	50	0	0	0	0	0	0	0	0.00%
Repair & Maintenance	48	504	3,000	3,000	0	3,000	3,000	40,000	43,000	1333.33%
Miscellaneous	49	17	0	0	0	0	0	0	0	0.00%
		6,919	17,100	17,100	0	17,100	17,100	40,000	57,100	233.92%
<i>PTP Operations 535.080 (18)</i>										
Salaries & Wages	11	29,713	24,310	24,310	0	24,310	42,755	0	42,755	75.87%
Wages-PT & seasonal (05)	11	43,582	32,000	32,000	0	32,000	43,376	0	43,376	35.55%
Overtime	12	0	0	0	0	0	0	0	0	0.00%
Personnel Benefits	21	14,171	13,431	13,431	0	13,431	21,073	0	21,073	56.90%
Personnel Benefits-seasonal (05)	21	11,351	4,480	4,480	0	4,480	11,684	0	11,684	160.80%
Personnel Benefits-UI Taxes (07)	21	344	0	0	0	0	0	0	0	0.00%
Uniforms & Clothing	24	176	500	500	0	500	500	0	500	0.00%
Uniforms & Clothing PT (05)	24	92	0	0	0	0	0	0	0	0.00%
Office & Operating Supplies	31	7,342	5,500	5,500	0	5,500	5,500	0	5,500	0.00%
Fuel Consumed	32	2,689	5,000	5,000	0	5,000	5,000	0	5,000	0.00%
Small Tools & Minor Equipment	35	67	500	500	0	500	0	0	0	-100.00%
Professional Services	41	3,224	32,000	32,000	0	32,000	12,000	0	12,000	-62.50%

CITY OF CHEHALIS 2018 BUDGET

FUND: 404 - WASTEWATER FUND

EXPENDITURES	Object Codes	ACTUAL	BUDGET AS OF 12/11/2017				BUDGET			% Chg 17-18
		Total	Original Adopted	Budget As	Budget As	Total	Adopted	Adopted	Adopted	
		2016	Budget 2017	Amended Recurring Exp	One-Time Expenditure	Amended 2017	Recurring 2018	One-Time 2018	Total 2018	
Communications	42	758	1,000	1,000	0	1,000	1,000	0	1,000	0.00%
Travel	43	0	500	500	0	500	225	0	0	-100.00%
Advertising	44	255	0	0	0	0	500	0	500	0.00%
Public Utility Service	47	1,689	2,100	2,100	0	2,100	2,100	0	2,100	0.00%
Repair & Maintenance	48	41	0	0	0	0	0	0	0	0.00%
Miscellaneous	49	2,517	4,050	4,050	0	4,050	3,825	0	3,825	-5.56%
		118,011	125,371	125,371	0	125,371	149,538	0	149,538	19.28%
Total Poplar Tree Plantation (18)		124,930	142,471	142,471	0	142,471	166,638	40,000	206,638	45.04%
TOTAL EXPENDITURES		4,562,800	5,168,043	4,913,052	1,073,100	5,986,152	4,732,395	215,000	4,947,395	-17.35%
ENDING FUND BALANCE		4,312,826	4,829,855	4,809,846	(134,500)	4,675,346	5,461,943	(215,000)	5,246,943	12.23%

STAFFING										
Classification										
Public Works Director	0.25	0.20	0.20	0.00	0.20	0.25	0.00	0.20		0.00%
Public Works Office Manager	0.25	0.25	0.25	0.00	0.25	0.25	0.00	0.20		-20.00%
Wastewater Superintendent	1.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00		0.00%
Community Development Director/Engineer	0.00	0.00	0.00	0.00	0.00	0.10	0.00	0.10		0.00%
Engineering Tech. III (formerly in GF Engineering)	0.36	0.43	0.43	0.00	0.43	0.42	0.00	0.42		-2.33%
Equipment Maintenance Tech.	1.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00		0.00%
Lead Treatment Operator	1.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00		0.00%
Treatment Operator	3.00	3.00	3.00	0.00	3.00	3.00	0.00	3.00		0.00%
Laboratory Tech. II	1.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00		0.00%
Laboratory Tech. I	0.50	0.50	0.50	0.00	0.50	0.00	0.00	0.00		-100.00%
Wastewater Collection Spec	2.00	2.00	2.00	0.00	2.00	2.00	0.00	2.00		0.00%
Poplar Tree Plantation Worker	1.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00		0.00%
Poplar Tree Plantation Worker (.05)	0.50	0.00	0.00	0.00	0.00	0.50	0.00	0.50		0.00%
PW Maintenance Aide (Seasonal)	0.00	0.00	0.00	0.92	0.92	0.92	0.00	0.92		0.00%
Full Time Equivalents (FTEs)	11.86	11.38	11.38	0.92	12.30	12.44	0.00	12.34		0.33%

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.

2017 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
- Completed High Level Project construction & close out
- Completed Redundant Flocculation Project construction & close out
- Completed a new agreement between the City of Chehalis and Newaukum Height's Water Association

2018 Goals and Objectives:

- Update the Water Plan - DOH mandate every 6 years
- 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

Expenditure Summary	Water	Fund 405		
	2017 Budget	2018 Budget	Difference	% Change
Beginning Balance	\$4,844,780	\$4,327,644	-\$517,136	-10.67%
Revenues	\$3,728,871	\$2,830,884	-\$897,987	-24.08%
Expenditures	\$2,816,007	\$2,623,009	-\$192,998	-6.85%
Capital Outlay	\$1,430,000	\$300,452	-\$1,129,548	-78.99%
Ending Balance	\$4,327,644	\$4,235,067	-\$92,577	-2.14%

Significant Changes 2018:

Significant changes since the last fiscal year include The Water System Plan will be updated in 2018, in accordance with the Washington Administrative Code (WAC) 246-290-100 and the Washington State Department of Health (DOH) requirements of every 6 years. This Plan documents and evaluates the City's water system. City staff will be working with a consulting engineer to evaluate the existing water system and provide recommendations regarding how the city should prepare for the future.

Engineering services will include a review of applicable laws and regulations, planning assumptions, water use, finances, organizational structure, workforce and prioritize capital improvement projects. The updated water plan includes hydraulic distribution system modeling, as well as the capacity of the water treatment plant. This identifies deficiencies in treatment and distribution systems.

Employee Retirements: Two employees are planning to retire in 2018, so succession planning and recruitments will be needed. The City's Heavy Equipment mechanic, is planning to retire in January 2018. This is a Street and Water Division employee who is based out of the Water Division, with funding from other City divisions to offset the cost of the position. A water division maintenance worker is scheduled to retire in April 2018. 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.

The expenses in temporary employee funds also reflects the need to fill the Utilities Clerk position for sixteen weeks to fill in while the permanent employee is on maternity leave.

CITY OF CHEHALIS 2018 BUDGET

FUND: 405 - WATER FUND

	ACTUAL	BUDGET AS OF 12/11/2017				BUDGET			
	Total	Original Adopted	Budget As	Budget As	Total	Adopted	Adopted	Adopted	% Chg
BEGINNING FUND BALANCES	2016	Budget	Amended	One-Time	Amended	Recurring	One-Time	Total	17-18
January 1	5,643,057	4,844,778	4,844,778	0	4,844,778	4,515,851	0	4,515,851	-6.79%
REVENUES Codes									
Federal Emergency Management 333.093									
Federal Indirect - Dept of Health 00	0	0	0	0	0	0	0	0	0.00%
Physical Environment 343.040									
Residential 21	1,176,551	1,100,000	1,100,000	0	1,100,000	1,118,700	0	1,118,700	1.70%
Commercial 22	1,637,773	1,450,000	1,450,000	0	1,450,000	1,474,650	0	1,474,650	1.70%
Wholesale 25	23,416	22,000	22,000	0	22,000	22,374	0	22,374	1.70%
Other Sales 29	7,389	5,200	5,200	0	5,200	3,800	0	3,800	-26.92%
Utility Hook Up/Connection 30	135,021	75,000	75,000	0	75,000	160,000	0	160,000	113.33%
Service Fee-Turn Ons/Offs 91	16,669	18,000	18,000	0	18,000	14,000	0	14,000	-22.22%
Late Comer Fees 92	0	0	0	0	0	0	0	0	0.00%
Administrative Fee 93	412	400	400	0	400	260	0	260	-35.00%
Other A/R Installation Charges 96	22,274	18,000	18,000	0	18,000	21,000	0	21,000	16.67%
Other Fees & Charges 99	0	0	0	0	0	0	0	0	0.00%
	3,019,505	2,688,600	2,688,600	0	2,688,600	2,814,784	0	2,814,784	4.69%
Other Fines 359.000									
Late Payment Fees 00	29,942	28,000	28,000	0	28,000	31,000	0	31,000	10.71%
Interest Earnings 361.011									
Interest 00	14,518	9,750	9,750	250	10,000	15,000	0	15,000	50.00%
Sale of Scrap and Junk 369.010									
Sale of Scrap and Junk 00	0	121	121	0	121	0	0	0	-100.00%
Other Miscellaneous Revenue 369.081									
Cashiers' Overage/Underage 00	(19)	0	0	0	0	0	0	0	0.00%
Other Miscellaneous Revenue 369.090									
Other Misc. Revenue 00	30	1,000	1,000	0	1,000	0	0	0	-100.00%
Other Misc. Revenue - Taxed 04	1,649	0	0	0	0	0	0	0	0.00%
Other Misc. Revs. - Non-Tax 01	0	1,000	1,000	0	1,000	1,000	0	1,000	0.00%
Miscellaneous Income .091 01	0	0	0	0	0	0	0	0	0.00%
	1,679	2,000	2,000	0	2,000	1,000	0	1,000	-50.00%
Interfund Loan Repayment Receipt 381.020									
Interfund Principal Repayment 00	0	0	0	0	0	0	0	0	0.00%
Agency Deposits - 386.000									
Other Non Revenues 00	260	0	0	0	0	0	0	0	0.00%
Due to State - Sales Tax 04	165	150	150	0	150	100	0	100	-33.61%
	425	150	150	0	150	100	0	100	-33.61%
State Loan 391.020									
Drinking Water - SRF Loan 00	0	200,000	0	200,000	200,000	0	0	0	-100.00%
Drinking Water - SRF Loan 01	0	800,000	0	800,000	800,000	0	0	0	-100.00%
	0	1,000,000	0	1,000,000	1,000,000	0	0	0	-100.00%
Proceeds from Sale of Capital Assets 395.010									
Capital Asset Proceeds 00	2,153	0	0	0	0	0	0	0	0.00%
Insurance Recoveries 395.020									
Insurance Recovery - Non Capita 00	0	0	0	0	0	0	0	0	0.00%
Total Revenues	3,068,203	3,728,621	2,728,621	1,000,250	3,728,871	2,830,884	0	2,830,884	-24.08%

CITY OF CHEHALIS 2018 BUDGET

FUND: 405 - WATER FUND

		ACTUAL	BUDGET AS OF 12/11/2017				BUDGET			
	Object Codes	Total	Original Adopted	Budget As	Budget As	Total	Adopted	Adopted	Adopted	% Chg
EXPENDITURES		2016	Budget 2017	Amended Recurring Exp	One-Time Expenditure	Amended 2017	Recurring 2018	One-Time 2018	Total 2018	17-18
Water Division Detail:										
PW Water Division - General (10)										
Water Administration 534.010										
Salaries & Wages	11	96,901	93,490	93,490	0	93,490	106,866	0	106,866	14.31%
Salaries & Wages (02)	11	13,173	10,565	10,565	0	10,565	11,321	0	11,321	7.16%
Overtime (02)	12	0	0	0	0	0	0	0	0	0.00%
Personnel Benefits	21	40,138	41,100	41,100	0	41,100	47,897	0	47,897	16.54%
Personnel Benefits (02)	21	7,619	6,473	6,473	0	6,473	6,475	0	6,475	0.03%
Personnel Benefits-UI taxes (07)	21	0	0	0	0	0	0	0	0	0.00%
Supplies	31	2,531	1,500	1,500	0	1,500	2,000	0	2,000	33.33%
Fuel Consumed	32	1,024	1,200	1,200	0	1,200	1,200	0	1,200	0.00%
Small Tools & Equipment	35	0	1,000	1,000	0	1,000	1,000	0	1,000	0.00%
Professional Services	41	22,387	200	200	0	200	1,980	0	1,980	890.00%
Communications	42	2,775	2,700	2,700	0	2,700	2,000	0	2,000	-25.93%
Travel	43	0	1,000	1,000	0	1,000	1,000	0	1,000	0.00%
Advertising	44	87	0	0	0	0	500	0	500	0.00%
Insurance	46	36,000	40,791	40,791	0	40,791	49,000	0	49,000	20.12%
Utility Service	47	1,975	2,500	2,500	0	2,500	2,700	0	2,700	8.00%
Repair & Maintenance	48	1,437	2,000	2,000	0	2,000	2,000	0	2,000	0.00%
Miscellaneous	49	5,499	12,800	12,800	0	12,800	12,800	0	12,800	0.00%
Misc - Latecomer Deposits (01)	49	0	0	0	0	0	0	0	0	0.00%
Ext. Taxes & Assessments	53	154,420	136,700	136,700	0	136,700	136,700	0	136,700	0.00%
Taxes & Assessments-GF (01)	53	178,733	157,820	157,820	0	157,820	157,820	0	157,820	0.00%
		564,699	511,839	511,839	0	511,839	543,259	0	543,259	6.14%
Water: Engineering Services 534.021										
Salaries & Wages	11	29,618	29,057	29,057	0	29,057	33,875	0	33,875	16.58%
Salaries & Wages - Mech. (06)	11	95	0	0	0	0	0	0	0	0.00%
Overtime	12	0	0	0	0	0	0	0	0	0.00%
Personnel Benefits	21	16,673	17,434	17,434	0	17,434	20,519	0	20,519	17.70%
Personnel Benefits-Mech. (06)	21	38	0	0	0	0	0	0	0	0.00%
Uniforms & Clothing	24	83	103	103	0	103	111	0	111	7.77%
Supplies	31	672	800	800	0	800	784	0	784	-2.00%
Fuel Consumed	32	414	630	630	0	630	686	0	686	8.89%
Small Tools&Minor Equipment	35	0	0	0	0	0	0	4,000	4,000	0.00%
Professional Services	41	359	676	676	0	676	736	0	736	8.88%
Communications	42	0	168	166	0	166	49	0	49	-70.48%
Travel	43	0	0	0	0	0	0	0	0	0.00%
Advertising	44	172	158	158	0	158	392	0	392	148.10%
Insurance	46	551	680	680	0	680	525	0	525	-22.79%
Repair & Maintenance	48	58	1,000	1,000	0	1,000	702	0	702	-29.80%
Miscellaneous	49	1,408	2,250	2,250	0	2,250	2,842	0	2,842	26.31%
		50,141	52,956	52,954	0	52,954	61,221	4,000	65,221	23.17%
Water Utility Maintenance 534.050										
Salaries & Wages	11	0	0	0	0	0	0	0	0	0.00%
Salaries & Wages (05)	11	0	0	0	0	0	0	0	0	0.00%
Salaries & Wages - Mech. (06)	11	33,865	53,592	53,592	0	53,592	56,724	0	56,724	5.84%
Overtime	12	589	0	0	0	0	0	0	0	0.00%
Overtime - Mechanic (06)	12	1,784	0	0	0	0	500	0	500	0.00%
Personnel Benefits	21	294	0	0	0	0	0	0	0	0.00%
Personnel Benefits - Mech. (06)	21	16,907	29,884	29,884	0	29,884	32,107	0	32,107	7.44%
Uniforms & Clothing - Mech. (06)	24	184	0	0	0	0	0	0	0	0.00%
Supplies	31	848	0	0	0	0	0	0	0	0.00%
Professional Services	41	699	0	0	0	0	0	0	0	0.00%
Rentals	45	0	0	500	0	500	0	0	0	-100.00%
		55,170	83,476	83,976	0	83,976	89,331	0	89,331	6.38%

CITY OF CHEHALIS 2018 BUDGET

FUND: 405 - WATER FUND

		ACTUAL	BUDGET AS OF 12/11/2017				BUDGET			
			Original Adopted	Budget As	Budget As	Total	Adopted	Adopted	Adopted	
EXPENDITURES	Object Codes	Total 2016	Budget 2017	Amended Recurring Exp	One-Time Expenditure	Amended 2017	Recurring 2018	One-Time 2018	Total 2018	% Chg 17-18
Water Division - General (10) - Continued										
Water Utility Customer Operations 534.070										
Salaries & Wages	11	126,855	168,647	168,647	0	168,647	188,528		188,528	11.79%
Salaries & Wages (05)	11.05	0	0	0	0	0	0	11,520	11,520	0.00%
Overtime	12	107	0	0	0	0	500		500	0.00%
Personnel Benefits	21	73,639	104,100	104,100	0	104,100	111,873		111,873	7.47%
Personnel Bennefits (05)	21.05	0	0	0	0	0	0	932	932	0.00%
Uniforms & Clothing	24	423	500	500	0	500	500		500	0.00%
Supplies	31	8,261	10,000	10,000	0	10,000	5,000		5,000	-50.00%
Supplies (02)	31	6,902	12,000	12,000	0	12,000	8,000		8,000	-33.33%
Fuel Consumed	32	2,159	4,500	4,500	0	4,500	4,500		4,500	0.00%
Small Tools & Minor Equipment	35	9,048	2,700	2,700	0	2,700	2,700	2,000	4,700	74.07%
Professional Services	41	38	1,200	1,200	0	1,200	500		500	-58.33%
Communications	42	17,407	14,000	14,000	0	14,000	10,000		10,000	-28.57%
Travel	43	15	2,200	2,200	0	2,200	2,200		2,200	0.00%
Rental	45	10,755	11,000	11,000	0	11,000	11,000		11,000	0.00%
Insurance	46	5,605	6,389	6,389	0	6,389	6,170		6,170	-3.43%
Utility Service	47	0	0	0	0	0	0		0	0.00%
Repair & Maintenance	48	7,283	15,000	15,000	0	15,000	15,000		15,000	0.00%
Miscellaneous	49	201	3,000	3,000	0	3,000	3,000		3,000	0.00%
		268,698	355,236	355,236	0	355,236	369,471	14,452	383,923	8.08%
Water Utility Customer Operations Contra Exps. 534.071/0										
Wage Contra Exp.	1C	70,359	(83,925)	83,925	0	83,925	52,975	0	52,975	-36.88%
Benefit Contra Exp.	2C	39,078	(52,327)	52,327	0	52,327	29,655	0	29,655	-43.33%
Supplies Contra Exp.	3C	5,546	(19,048)	19,048	0	19,048	1,627	0	1,627	-91.46%
Services Contra Exp.	4C	14,940	(32,908)	32,908	0	32,908	9,272	0	9,272	-71.82%
		129,923	(188,208)	188,208	0	188,208	93,529	0	93,529	-50.31%
Net Water Utility Customer Operations		398,621	167,028	543,444	0	543,444	463,000	14,452	477,452	-12.14%
Water Division Operations 534.080										
Fuel Consumed	32	556	0	0	0	0	0	0	0	0.00%
Professional Services	41	125	0	0	0	0	0	0	0	0.00%
Communications	42	0	0	0	0	0	0	0	0	0.00%
Advertising	44	67	0	0	0	0	0	0	0	0.00%
Utility Service	47	200	1,500	1,500	0	1,500	500	0	500	-66.67%
Repair & Maintenance	48	0	1,200	1,200	0	1,200	500	0	500	-58.33%
Miscellaneous	49	2,574	2,800	2,800	0	2,800	2,000	0	2,000	-28.57%
Interfund Professional Services	91	0	0	0	0	0	0	0	0	0.00%
		3,522	5,500	5,500	0	5,500	3,000	0	3,000	-45.45%
Water Division Contra Expenditure Offsets - General Fund 534.091										
Wage Offsets	1A	0	3,315	3,315	0	3,315	3,315	0	3,315	0.00%
Benefit Offsets	2A	0	1,362	1,362	0	1,362	1,362	0	1,362	0.00%
Supplies Contra Offsets	3A	0	13,164	13,164	0	13,164	13,164	0	13,164	0.00%
Services Offsets	4A	0	22,741	22,741	0	22,741	22,741	0	22,741	0.00%
		0	40,582	40,582	0	40,582	40,582	0	40,582	0.00%
Due to State - Sales Tax 589.030										
Due to State - Sales Tax	00	165	105	105	0	105	100	0	100	-4.76%
Debt Service: 1979 Bond Revenue Principal 591.034										
Revenue Bond Principal	72	21,000	22,000	22,000	0	22,000	23,000	0	23,000	4.55%
Debt Service: Principal 591.034										
PWTF-WTRRB SRFL #4	78	50,001	50,001	50,001	0	50,001	50,001	0	50,001	0.00%
PWTF-WTRRB Wtr PhIV 5 (01)	78	63,076	63,076	63,076	0	63,076	63,076	0	63,076	0.00%
Redundant Flocc (02)	78	0	0	0	0	0	60,600	0	60,600	0.00%
High Level (03)	78	0	0	0	0	0	0	0	0	0.00%
		113,077	113,077	113,077	0	113,077	173,677	0	173,677	53.59%
Int./Other Debt Svc Costs 592.034										
Revenue Bond Interest	83	4,642	3,325	3,325	0	3,325	2,225	0	2,225	-33.08%

CITY OF CHEHALIS 2018 BUDGET

FUND: 405 - WATER FUND

		ACTUAL	BUDGET AS OF 12/11/2017				BUDGET			
	Object Codes	Total 2016	Original Adopted Budget 2017	Budget As Amended Recurring Exp	Budget As One-Time Expenditure	Total Amended 2017	Adopted Recurring 2018	Adopted One-Time 2018	Adopted Total 2018	% Chg 17-18
EXPENDITURES										
Water: Debt Service: Int. & Related Costs 592.T34										
PWTF-WTRRB SRFL #4	83	6,250	6,001	6,001	0	6,001	3,751	0	3,751	-37.49%
PWTF-WTRRB Wtr PhIV 5 (01)	83	3,469	3,154	3,154	0	3,154	2,839	0	2,839	-9.99%
Redundant Floc (02)	83	0	0	0	0	0	21,634	0	21,634	0.00%
High Level (03)	83	0	0	0	0	0	0	0	0	0.00%
Investment Service Fees	89	0	0	250	0	250	0	0	0	-100.00%
		9,719	9,155	9,405	0	9,405	28,224	0	28,224	200.10%
Water Division - General (10) -										
Water Capital Outlay 594.034										
Professional Services	41	0	135,000	135,000	0	135,000	0	200,000	200,000	48.15%
Professional Serv - High Level	41.01	93,331	30,000	0	30,000	30,000	0	0	0	-100.00%
Professional Serv - Flocculation	41.02	202,197	80,000	0	80,000	80,000	0	0	0	-100.00%
Advertising	44-02	594	0	0	0	0	0	1,000	1,000	0.00%
Buildings & Structures	62	0	0	0	0	0	0	25,000	25,000	0.00%
Other Improvements	63	0	0	0	0	0	0	0	0	0.00%
Machinery & Equipment	64	109,659	38,000	38,000	0	38,000	0	30,000	30,000	-21.05%
Construction Projects	65	0	0	0	0	0	0	0	0	0.00%
Construction Projects-High Level	65.01	616,960	120,000	0	120,000	120,000	0	0	0	-100.00%
Construction Projects- Floc train	65.02	651,080	1,200,000	0	1,200,000	1,200,000	0	0	0	-100.00%
		1,673,821	1,603,000	173,000	1,430,000	1,603,000	0	256,000	256,000	-84.03%
Interfund Transfer Out 597.000										
Interfund Transfer to Airport (47)	05	0	0	0	0	0	0	0	0	0.00%
Total Water Division - General (10)		2,894,577	2,612,043	1,559,207	1,430,000	2,989,207	1,427,619	274,452	1,702,071	-43.06%
Public Works - Water Filter Plant (14)										
Water: Filter Plant Training 534.040										
Travel	43	0	2,500	2,500	0	2,500	2,500	0	2,500	0.00%
Miscellaneous	49	118	2,500	2,500	0	2,500	2,500	0	2,500	0.00%
		118	5,000	5,000	0	5,000	5,000	0	5,000	0.00%
Water: Filter Plant Maintenance 534.050										
Supplies	31	5,377	20,000	20,000	0	20,000	15,000	0	15,000	-25.00%
Fuel Consumed	32	0	0	0	0	0	0	0	0	0.00%
Small Tools & Equipment	35	702	3,000	3,000	0	3,000	3,000	0	3,000	0.00%
Professional Services	41	59	0	0	0	0	0	0	0	0.00%
Repair & Maintenance	48	39,199	50,000	50,000	0	50,000	56,000	0	56,000	12.00%
		45,337	73,000	73,000	0	73,000	74,000	0	74,000	1.37%
Water: Filter Plant Operations 14.534.080										
Salaries & Wages	11	119,766	122,064	122,064	0	122,064	133,020	0	133,020	8.98%
Part Time Salaries and Wages (05)	11	0	8,400	8,400	0	0	8,400	0	8,400	0.00%
Overtime	12	18,210	20,000	20,000	0	20,000	25,000	0	25,000	25.00%
Personnel Benefits	21	63,566	61,508	61,508	0	61,508	65,215	0	65,215	6.03%
Part Time Pers. Benefits (05)	21	0	2,800	2,800	0	0	2,800	0	2,800	0.00%
Uniforms & Clothing	24	368	900	900	0	900	900	0	900	0.00%
Supplies	31	2,149	20,000	20,000	0	20,000	20,000	0	20,000	0.00%
Supplies - Resale	31	64,013	80,000	80,000	0	80,000	80,000	0	80,000	0.00%
Fuel Consumed	32	2,591	5,500	5,500	0	5,500	4,500	0	4,500	-18.18%
Professional Services	41	30,593	30,000	30,000	0	30,000	55,000	25,000	80,000	166.67%
Communications	42	3,765	6,000	6,000	0	6,000	6,000	0	6,000	0.00%
Advertising	44	0	0	0	0	0	0	0	0	0.00%
Rentals	45	0	0	0	0	0	0	0	0	0.00%
Utility Service	47	12,783	13,000	13,000	0	13,000	14,040	0	14,040	8.00%
Miscellaneous	49	8,522	4,000	4,000	0	4,000	2,000	0	2,000	-50.00%
		326,326	374,172	374,172	0	374,172	416,875	25,000	441,875	18.09%
Total Water Filter Plant (14)		371,781	452,172	452,172	0	452,172	495,875	25,000	520,875	15.19%
Water Distribution (15)										
Water Distribution Training 534.040										
Travel	43	0	3,200	3,200	0	3,200	3,200	0	3,200	0.00%
Miscellaneous	49	278	1,500	1,500	0	1,500	1,500	0	1,500	0.00%
		278	4,700	4,700	0	4,700	4,700	0	4,700	0.00%

CITY OF CHEHALIS 2018 BUDGET

FUND: 405 - WATER FUND

		ACTUAL	BUDGET AS OF 12/11/2017				BUDGET			
	Object	Total	Original Adopted	Budget As	Budget As	Total	Adopted	Adopted	Adopted	
EXPENDITURES	Codes	2016	Budget 2017	Amended Recurring Exp	One-Time Expenditure	Amended 2017	Recurring 2018	One-Time 2018	Total 2018	% Chg 17-18
Water Distribution Maintenance 534.050										
Salaries & Wages	11	668	0	0	0	0	0	0	0	0.00%
Part Time Salaries and Wages (05)	11	86	0	0	0	0	0	0	0	0.00%
Personnel Benefits	21	380	0	0	0	0	0	0	0	0.00%
Part Time Pers. Benefits (05)	21	17	0	0	0	0	0	0	0	0.00%
Supplies	31	30,195	50,000	50,000	0	50,000	50,000	0	50,000	0.00%
Items Purchased for Inv/Re-sale	34	90,209	95,000	95,000	0	95,000	130,000	0	130,000	36.84%
Small Tools & Equipment	35	5,746	6,500	6,500	0	6,500	9,000	1,000	10,000	53.85%
Professional Services	41	0	300	300	0	300	0	0	0	-100.00%
Communications	42	0	0	0	0	0	0	0	0	0.00%
Rentals	45	414	500	0	0	0	500	0	500	0.00%
Repair & Maintenance	48	7,907	20,850	20,850	0	20,850	20,850	0	20,850	0.00%
Miscellaneous	49	0	0	0	0	0	0	0	0	0.00%
		135,622	173,150	172,650	0	172,650	210,350	1,000	211,350	22.42%
Water Distribution Operations 15.534.080										
Salaries & Wages	11	199,203	156,720	156,720	0	156,720	168,033	0	168,033	7.22%
Salaries & Wages-Season (05)	11	12,400	18,800	18,800	0	18,800	18,800	0	18,800	0.00%
Overtime	12	3,874	0	0	0	0	5,000	0	5,000	0.00%
Personnel Benefits	21	103,659	87,629	87,629	0	87,629	92,740	0	92,740	5.83%
Personnel Benefits-Season(05)	21	2,442	3,780	3,780	0	3,780	5,000	0	5,000	32.28%
Uniforms & Clothing	24	736	900	900	0	900	900	0	900	0.00%
Supplies	31	112	200	200	0	200	200	0	200	0.00%
Fuel Consumed	32	7,869	9,000	9,000	0	9,000	9,000	0	9,000	0.00%
Professional Services	41	8,228	20,000	20,000	0	20,000	27,000	0	27,000	35.00%
Communications	42	2,179	3,000	3,000	0	3,000	3,000	0	3,000	0.00%
Utility Service	47	17,916	17,000	17,000	0	17,000	18,000	0	18,000	5.88%
Repair & Maintenance	48	590	1,500	1,500	0	1,500	1,500	0	1,500	0.00%
Miscellaneous	49	6,963	7,000	7,000	0	7,000	7,500	0	7,500	7.14%
		366,171	325,529	325,529	0	325,529	356,673	0	356,673	9.57%
Total Water Distribution (15)		502,071	503,379	502,879	0	502,879	571,723	1,000	572,723	13.89%
Water Intake (19)										
Water Intake Maintenance 534.040										
Travel	43	45	0	0	0	0	0	0	0	0.00%
Miscellaneous	49	242	0	0	0	0	0	0	0	0.00%
Miscellaneous	49	287	0	0	0	0	0	0	0	0.00%
Water Intake Maintenance 534.050										
Supplies	31	1,754	2,200	2,200	0	2,200	2,200	0	2,200	0.00%
Small Tools & Minor Eq	35	393	2,200	2,200	0	2,200	1,000	0	1,000	-54.55%
Professional Services	41	0	0	0	0	0	0	0	0	0.00%
Rentals	45	0	0	0	0	0	0	0	0	0.00%
Repair & Maintenance	48	2,737	15,000	15,000	0	15,000	15,000	0	15,000	0.00%
Miscellaneous	49	0	0	0	0	0	0	0	0	0.00%
		4,884	19,400	19,400	0	19,400	18,200	0	18,200	-6.19%
Water: Intake Operations 405.19.534.080										
Salaries & Wages	11	47,922	50,615	50,615	0	50,615	54,333	0	54,333	7.35%
Overtime	12	7,532	0	0	0	0	7,000	0	7,000	0.00%
Personnel Benefits	21	26,587	29,525	29,525	0	29,525	31,955	0	31,955	8.23%
Uniforms & Clothing	24	184	300	300	0	300	300	0	300	0.00%
Supplies	31	0	1,000	1,000	0	1,000	1,000	0	1,000	0.00%
Fuel Consumed	32	2,545	3,500	3,500	0	3,500	4,000	0	4,000	14.29%
Professional Services	41	0	0	0	0	0	0	0	0	0.00%
Communications	42	1,035	1,000	1,000	0	1,000	1,500	0	1,500	50.00%
Utility Service	47	7,077	8,200	8,200	0	8,200	9,504	0	9,504	15.90%
Repair & Maintenance	48	0	0	0	0	0	0	0	0	0.00%
Miscellaneous	49	0	0	0	0	0	0	0	0	0.00%
		92,882	94,140	94,140	0	94,140	109,592	0	109,592	16.41%
Total Water Intake (19)		98,053	113,540	113,540	0	113,540	127,792	0	127,792	12.55%
Total Public Works Water Division		3,866,482	3,681,134	2,627,798	1,430,000	4,057,798	2,623,009	300,452	2,923,461	-27.95%
ENDING FUND BALANCES		4,844,778	4,892,265	4,945,601	1,430,000	4,515,851	4,723,726	(300,452)	4,423,274	-2.05%

CITY OF CHEHALIS 2018 BUDGET

FUND: 405 - WATER FUND

	ACTUAL	BUDGET AS OF 12/11/2017				BUDGET			% Chg 17/18
	Total	Original Adopted Budget 2017	Budget As Amended Recurring Exp	Budget As One-Time Expenditure	Total Amended 2017	Adopted Recurring 2018	Adopted One-Time 2018	Adopted Total 2018	
STAFFING									
<u>Classification</u>									
Public Works Director	0.25	0.20	0.20	0.00	0.20	0.20	0.00	0.20	0.00%
Public Works Office Manager	0.25	0.25	0.25	0.00	0.25	0.20	0.00	0.20	-20.00%
Community Development Director/Engine	0.00	0.00	0.00	0.00	0.00	0.10	0.00	0.10	#DIV/0!
Water Superintendent	1.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00	0.00%
Engineering Tech. III (formerly in GF Engineering)	0.40	0.45	0.45	0.00	0.45	0.49	0.00	0.49	8.89%
Equipment Maintenance Tech	1.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00	0.00%
Plant Operator II	1.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00	0.00%
Plant Operator I	2.00	2.00	2.00	0.00	2.00	2.00	0.00	2.00	0.00%
Distribution Specialist I	1.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00	0.00%
Distribution Specialist II	1.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00	0.00%
Meter Reader	1.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00	0.00%
Meter Reader/Maint Tech	1.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00	0.00%
Public Works Maintenance Aide	xs	0.00	0.00	0.68	0.68	0.68	0.00	0.68	0.00%
Vehicle Maintenance Tech	0.46	0.46	0.46	0.00	0.46	0.46	0.00	0.46	0.00%
Utility Customer Service Rep. Seasonal	xs	0.00	0.00	0.00	0.00	0.00	0.23	0.23	#DIV/0!
Utility Customer Service Rep. I	1.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00	0.00%
Utility Customer Service Rep. II	1.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00	0.00%
Full Time Equivalents	12.36	12.36	12.36	0.68	13.04	13.13	0.23	13.36	2.45%

Positions budgeted may be split across several Public Works funds.

STORM & SURFACE WATER

Storm & Surface Water Fund 406 Public Works Storm/Surface Water 06

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.

2017 Accomplishments:

- Replaced 120' of 64" x 43" culvert on SW Kelly Ave by tennis courts
- Removed numerous hazards and blockages from storm drainage system
- Replaced failed pipe sections on Market Blvd., National Avenue, and on Rhode Island
- Responded to customer complaints/concerns
- Cleaned catch basins throughout the city

2018 Goals and Objectives:

- Continue to repair/replace storm infrastructure as necessary
- Replace failing storm infrastructure on Pacific Avenue between North St. and Park St.
- Continue ditch cleaning
- Purchase new line camera to start inventorying the storm system, and identifying problems
- Make improvements to drainage on SW Chehalis Ave near Thorbecke's
- Continue to respond to customer complaints/concerns in a timely manner

Expenditure Summary		Storm & Surface Water	Fund 406		
	2017 Budget	2018 Budget	Difference	% Change	
Beginning Balance	\$834,820	\$866,832	\$32,012	3.83%	
Revenues	\$556,910	\$573,130	\$16,220	2.91%	
Expenditures	\$524,898	\$466,351	-\$58,547	-11.15%	
Capital Outlay	\$0	\$230,000	\$230,000	100%	
Ending Balance	\$866,832	\$743,611	-\$123,221	14.22%	

Significant Changes 2018:

Significant changes since the last fiscal year include \$22,600 salaries and benefits for the City Engineer that are included in the storm budget. \$25,000 is included in the budget as this divisions contribution for repairs and maintenance at the PW building. \$30,000 for a pipeline video camera is included to identify pipe locations and issues. \$175,000 for storm line replacement of a problematic 24" clay storm line on Pacific Avenue as part of a larger project. In addition, a \$19,000 reduction in professional services from 2017 is proposed in SSWU administration because a rate study anticipated for 2017 is not expected to be necessary until 2019 at the earliest.

CITY OF CHEHALIS 2018 BUDGET

FUND: 406- STORM & SURFACE WATER FUND									
DEPARTMENT: PUBLIC WORKS-STORM/SURFACE WATER (06)									
	ACTUAL	BUDGET AS OF 12/11/2017				BUDGET			
		Original Adopted	Budget As	Budget As	Total	Adopted	Adopted	Adopted	
	Total	Budget	Amended	One-Time	Amended	Recurring	One-Time	Total	% Chg
BEGINNING FUND BALANCES	2016	2017	Recurring Revenue	Revenue	2017	2018	2018	2018	17-18
January 1	682,478	834,820	834,820	0	834,820	866,832	0	866,832	3.83%
REVENUES Codes									
<i>Physical Environment 343.010 (formerly 343.083)</i>									
Single Family Residential 01	179,113	180,000	180,000	0	180,000	189,000	0	189,000	5.00%
Closed Non-Single Family Res. 02	289,096	282,750	282,750	0	282,750	297,000	0	297,000	5.04%
Open Non-Single Family Res. 03	77,755	75,160	75,160	0	75,160	79,000	0	79,000	5.11%
Utility Hook Up/Connection 30	5,819	2,000	2,000	8,000	10,000	2,100	0	2,100	-79.00%
Other Accts Rec-Repairs 96	3,745	3,000	3,000	0	3,000	4,000	0	4,000	33.33%
	555,528	542,910	542,910	8,000	550,910	571,100	0	571,100	3.66%
<i>Other Fines 359.000</i>									
Late Payment Fees 00	5,663	5,000	5,000	0	5,000	5,000	0	5,000	0.00%
<i>Interest Earnings 361.011</i>									
Interest Earnings 00	2,181	1,000	1,000	0	1,000	2,000	0	2,000	100.00%
<i>Other Miscellaneous Revenues 369.010</i>									
Sale of Scrap or Junk 00	0	0	0	0	0	0	0	0	0.00%
<i>Other Misc Revenue 369.090</i>									
Other Misc Revenue 04	0	0	0	0	0	0	0	0	0.00%
Misc Income .091 00	0	0	0	0	0	0	0	0	0.00%
	0	0	0	0	0	0	0	0	0.00%
<i>Due to State - Sales Tax 386.000</i>									
Due to State - Sales Tax 04	0	0	0	0	0	30	0	30	0.00%
	0	0	0	0	0	30	0	30	0.00%
Total Revenues	563,372	548,910	548,910	8,000	556,910	573,130	0	573,130	2.91%
Storm & Surface Water Detail:									
<i>SSWU Engineering Services 531.020</i>									
Salaries & Wages 11	3,381	3,874	3,874	0	3,874	2,074	0	2,074	-46.46%
Overtime 12	0	0	0	0	0	0	0	0	0.00%
Personnel Benefits 21	1,891	2,325	2,325	0	2,325	1,256	0	1,256	-45.98%
Personnel Benefits-Mech. (06) 21	0	0	0	0	0	0	0	0	0.00%
Personnel Benefits-UI Taxes (07) 21	0	0	0	0	0	0	0	0	0.00%
Uniforms & Clothing 24	15	14	14	0	14	7	0	7	-50.00%
Supplies 31	162	60	60	0	60	48	0	48	-20.00%
Fuel Consumed 32	74	84	84	0	84	42	0	42	-50.00%
Small Tools&Minor Equipment 35	0	0	0	0	0	0	0	0	0.00%
Professional Services 41	63	90	90	0	90	45	0	45	-50.00%
Communications 42	0	23	23	0	23	3	0	3	-86.96%
Travel 43	0	0	0	0	0	0	0	0	0.00%
Advertising 44	31	21	21	0	21	24	0	24	14.29%
Insurance 46	179	207	207	0	207	200	0	200	-3.38%
Repair & Maintenance 48	8	47	47	0	47	43	0	43	-8.51%
Miscellaneous 49	250	300	300	0	300	174	0	174	-42.00%
	6,054	7,045	7,045	0	7,045	3,916	0	3,916	-44.41%
<i>SSWU Administration 531.031</i>									
Salaries & Wages 11	58,275	54,916	54,916	0	54,916	63,099	0	63,099	14.90%
Admin.Supp. Sal&Wages (02) 11	13,173	10,565	10,565	0	10,565	11,321	0	11,321	7.16%
Personnel Benefits 21	21,737	21,718	21,718	0	21,718	25,292	0	25,292	16.46%
Admin. Supp. Pers. Ben. (02) 21	7,618	6,473	6,473	0	6,473	6,475	0	6,475	0.03%
Personnel Benefits-UI Taxes(07) 21	0	0	0	0	0	0	0	0	0.00%
Supplies 31	786	1,200	1,200	0	1,200	1,200	0	1,200	0.00%
Fuel Consumed 32	569	700	700	0	700	850	0	850	21.43%
Small Tools & Minor Equip. 35	0	500	500	0	500	500	0	500	0.00%
Professional Services 41	77	20,000	20,000	0	20,000	1,000	0	1,000	-95.00%
Communications 42	2,276	2,500	2,500	0	2,500	2,500	0	2,500	0.00%
Travel 43	0	100	100	0	100	100	0	100	0.00%
Advertising 44	0	100	100	0	100	200	0	200	100.00%
Insurance 46	6,228	6,459	6,459	0	6,459	6,750	0	6,750	4.51%
Utility Service 47	1,965	2,600	2,600	0	2,600	2,600	0	2,600	0.00%
Repair & Maintenance 48	865	1,700	1,700	0	1,700	1,700	0	1,700	0.00%
Miscellaneous 49	218	500	500	0	500	500	0	500	0.00%
External Taxes & Oper Assess. 53	11,732	10,748	10,748	0	10,748	10,325	0	10,325	-3.94%
	125,519	140,779	140,779	0	140,779	134,412	0	134,412	-4.52%
<i>SSWU Training 531.034</i>									
Travel 43	0	100	100	0	100	300	0	300	200.00%
Miscellaneous 49	68	300	300	0	300	800	0	800	166.67%
	68	400	400	0	400	1,100	0	1,100	175.00%
<i>SSWU Maintenance 531.035</i>									
Salaries & Wages 11	101,292	98,964	98,964	0	98,964	103,519	0	103,519	4.60%
Salaries & Wages - PT (05) 11	2,292	8,000	8,000	0	8,000	8,000	0	8,000	0.00%
Salaries & Wages - Mech. (06) 11	10,396	0	0	0	0	0	0	0	0.00%
Overtime 12	66	1,500	1,500	0	1,500	1,500	0	1,500	0.00%
Overtime - Mechanic (06) 12	0	0	0	0	0	0	0	0	0.00%
Personnel Benefits 21	44,438	59,031	59,031	0	59,031	68,744	0	68,744	16.45%
Personnel Benefits - PT (05) 21	417	1,120	1,120	0	1,120	1,120	0	1,120	0.00%
Personnel Benefits - Mech.(06) 21	5,331	0	0	0	0	0	0	0	0.00%
Uniforms & Clothing 24	573	650	650	0	650	600	0	600	-7.69%
Uniforms & Clothing-Mech. (06) 24	0	0	0	0	0	0	0	0	0.00%

CITY OF CHEHALIS 2018 BUDGET

FUND: 406- STORM & SURFACE WATER FUND										
DEPARTMENT: PUBLIC WORKS-STORM/SURFACE WATER (06)										
EXPENDITURES	Object Codes	ACTUAL	BUDGET AS OF 12/11/2017				BUDGET			% Chg 17-18
		Total 2016	Original Adopted Budget 2017	Budget As Amended Recurring Exp	Budget As One-Time Expenditure	Total Amended 2017	Adopted Recurring 2018	Adopted One-Time 2018	Adopted Total 2018	
Supplies	31	5,928	85,000	85,000	0	85,000	30,000	0	30,000	-64.71%
Office & Operating Supplies (01)	31	0	0	0	0	0	0	0	0	0.00%
Fuel Consumed	32	5,537	8,000	8,000	0	8,000	8,000	0	8,000	0.00%
Small Tools & Minor Equipment	35	720	1,000	1,000	0	1,000	1,000	0	1,000	0.00%
Professional Services	41	3,724	0	0	0	0	0	0	0	0.00%
Communications	42	0	100	100	0	100	100	0	100	0.00%
Advertising	44	696	100	100	0	100	100	0	100	0.00%
Rentals	45	0	2,500	2,500	0	2,500	2,000	0	2,000	-20.00%
Utility Service	47	3,097	7,000	7,000	0	7,000	7,000	0	7,000	0.00%
Repair & Maintenance	48	44,586	3,000	3,000	0	3,000	2,000	0	2,000	-33.33%
Miscellaneous	49	630	300	300	0	300	250	0	250	-16.67%
		229,723	276,265	276,265	0	276,265	233,933	0	233,933	-15.32%
<i>SSWU Operations 531.038</i>										
Office & Operating Supplies	31	73	12,000	12,000	0	12,000	0	0	0	-100.00%
Operating Supplies-Auto (01/02)	31	7,965	0	0	0	0	12,000	0	12,000	0.00%
Repair & Maintenance	48	225	5,000	5,000	0	5,000	5,000	7,500	12,500	150.00%
		8,263	17,000	17,000	0	17,000	17,000	7,500	24,500	44.12%
<i>SSWU Contra Expenditure Offsets - General Fund 531.091</i>										
Transfer Out Offsets	0A	0	0	0	0	0	0	0	0	0.00%
Wage Offsets	1A	13,332	13,924	13,924	0	13,924	6,993	0	6,993	-49.78%
Benefit Offsets	2A	6,771	7,072	7,072	0	7,072	3,914	0	3,914	-44.65%
Supplies Offsets	3A	864	845	845	0	845	215	0	215	-74.56%
Services Offsets	4A	2,436	5,335	5,335	0	5,335	1,324	0	1,324	-75.18%
Inter Govt Svcs. Offsets	5A	0	139	139	0	139	0	0	0	-100.00%
		23,403	27,315	27,315	0	27,315	12,446	0	12,446	-54.44%
<i>SSWU Contra Expenditure Offsets - Water Fund 531.099/031</i>										
Wage Offsets	1A	0	26,584	26,584	0	26,584	26,584	0	26,584	0.00%
Benefit Offsets	2A	0	18,241	18,241	0	18,241	18,241	0	18,241	0.00%
Supplies Offsets	3A	0	9,524	9,524	0	9,524	9,524	0	9,524	0.00%
Services Offsets	4A	0	1,645	1,645	0	1,645	1,645	0	1,645	0.00%
		0	55,994	55,994	0	55,994	55,994	0	55,994	0.00%
<i>Due to State - Sales Tax 589.004</i>										
Due to State - Sales Tax	00	0	100	100	0	100	50	0	50	-50.00%
		0	100	100	0	100	50	0	50	-50.00%
<i>SSWU Capital Expenditures 594.031</i>										
Buildings & Structures	62	0	0	0	0	0	0	25,000	25,000	0.00%
Machinery & Equipment	64	0	0	0	0	0	0	30,000	30,000	0.00%
Construction Project	65	0	0	0	0	0	0	175,000	175,000	0.00%
		0	0	0	0	0	0	230,000	230,000	0.00%
<i>Transfers Out 597.000.05</i>										
Transfer Out - Fund 001	01	18,000	0	0	0	0	0	0	0	0.00%
		18,000	0	0	0	0	0	230,000	230,000	0.00%
Total Expenditures		411,030	524,898	524,898	0	524,898	458,851	237,500	696,351	32.66%
ENDING FUND BALANCE		834,820	858,832	858,832	8,000	866,832	981,111	(237,500)	743,611	-14.22%
STAFFING										
Classification										
Public Works Director		0.25	0.20	0.20	0.00	0.20	0.20	0.00	0.20	0.00%
Street/Storm Superintendent		0.50	0.50	0.50	0.00	0.50	0.50	0.00	0.50	0.00%
Public Works Office Manager		0.25	0.20	0.20	0.00	0.20	0.20	0.00	0.20	0.00%
Community Development Director/Engineer		0.00	0.00	0.00	0.00	0.00	0.05	0.00	0.05	0.00%
Stormwater Collection Specialist		1.00	1.00	1.00	0.00	1.00	1.00	0.00	1.00	0.00%
Stormwater Collection Sp/Equip Op I		0.00	0.50	0.50	0.00	0.50	0.50	0.00	0.50	0.00%
Engineering Tech. III (formerly in Engineering)		0.13	0.06	0.06	0.00	0.06	0.03	0.00	0.03	-50.00%
Equipment Operator I		0.25	0.25	0.25	0.00	0.25	0.25	0.00	0.25	0.00%
Equipment Operator II		0.25	0.25	0.25	0.00	0.25	0.25	0.00	0.25	0.00%
PW Property Maint. Aide		0.26	0.00	0.00	0.26	0.26	0.26	0.00	0.26	0.00%
Vehicle Maintenance Tech.		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Full Time Equivalents		2.89	2.96	2.96	0.26	3.22	3.24	0.00	3.24	0.62%

Positions budgeted may be split across several Public Works funds.

Mission and Responsibilities:

With an ideal location in Chehalis, midway between Seattle and Portland, the Chehalis-Centralia Airport provides a safe and convenient airport for area residents and visitors. The Airport is properly maintained and professionally managed to fulfill regulatory requirements and meet or exceed all Federal standards, as well as the expectations of its customers.

The Airport Department is also responsible for managing the commercial leases for property owned by the Airport. The proceeds from these leases generate revenue to fund the airport operations and the commercial development contributes to the economy of Chehalis and all of Lewis County.

2017 Accomplishments:

- Completed Apron Rehabilitation Project consisting of resetting drain basins and associated drainage pipes, grinding and resurfacing main apron area.
- Completed Pump Station Rebuild Project to modernize a WW2 era pump station and to increase safety and protection for the levee and its protected properties.
- Completed fill of Tract 5A to increase options for future commercial development.
- Taco Bell and Burger King completed construction and opened for business.
- Airport was awarded a .09 Grant to create a Commercial Development Master Plan.

2018 Goals and Objectives:

- Initiate Commercial Development Master Plan.
- Re-asphalt in front of Hangar H as part of our continued maintenance for the airport.
- Begin the transition process to above ground fuel storage system with an updated fuel terminal.
- Purchase an updated courtesy car to replace a 17-year-old aging Ford Taurus wagon that was purchased as surplus. These are to be used for pilots and their passengers visiting the Chehalis-Centralia area and are a major attractant to pilots.
- Purchase a new mower deck to be used to mow along and around the airports 5000-foot runway. This will be used in conjunction with the airport's tractor. This is roughly 1 mile in length and it is essential to keep manicured to help keep wildlife clear of the active runway for the safety of pilots and passengers.
- Perform bathroom and shower renovation for pilot use at the Chehalis-Centralia Airport. Currently we have a very modest facility that does not offer adequate facilities to pilots traveling cross country. We currently do not offer shower facilities and the existing restroom facilities need renovation.
- Initiate taxiway realignment project provided there is discretionary FAA funding. This will increase the safety of aircraft entering the active runway and aircraft landing at the airport. This will also help satisfy the desire of the FAA by standardizing the entry onto the active runway.
- Begin update of the Airport Layout Plan (ALP) and the Airport Master Plan provided there is discretionary FAA funding available. 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). Both documents are at or near the end of their useful life for future development.

Significant Changes 2018:

- Professional Services increased to help pay for future development costs such as appraisals, realtors, site studies, etc.
- The General Obligation Bond was paid off in 2017. This reduced the outstanding liabilities of the airport by \$1.5 million dollars.
- The Buildings and Structures account was decreased by \$944,000 due to the completion of the Pump Station Project in 2017.
- Other Improvements account was increased to cover reimbursable development of the proposed Discover! Children's Museum site.

CITY OF CHEHALIS 2018 BUDGET

FUND: 407 - AIRPORT FUND
DEPARTMENT: AIRPORT (O9)

	ACTUAL	BUDGET AS OF 12/11/2017				BUDGET			% Chg
		Original Adopted	Budget As	Budget As	Total	Adopted	Adopted	Adopted	
	Total	Budget	Amended	One-Time	Amended	Recurring	One-Time	Total	
BEGINNING FUND BALANCES	2016	2017	Recurring Revenue	Revenue	2017	2018	2018	2018	17-18
January 1	1,901,081	1,817,718	1,817,718	0	1,817,718	237,974	0	237,974	-86.91%
REVENUES									
Codes									
<i>Occupancy Permits 322.040</i>									
Other Rents and Uses 0	1,455	1,450	1,450	0	1,450	1,350	0	1,350	-6.90%
<i>Federal Direct Grants 331.020</i>									
FAA Airport Impr. Revs. 10	727,807	0	0	341,657	341,657	0	0	0	-100.00%
<i>Federal Indirect Grants 333.020</i>									
Indirect DOT Grant 00	0	0	0	0	0	0	0	0	0.00%
<i>State Grants 334.020</i>									
State RCO Grant 70	227,629	944,587	0	944,587	944,587	0	0	0	-100.00%
<i>State Grants 334.036</i>									
DOT Grant 00	4,952	0	0	18,947	18,947	0	0	0	-100.00%
<i>Local Grants 337.090</i>									
Distressed Counties 38	16,027	0	0	0	0	308,000	0	308,000	0.00%
Fuel Sales 344.050	484,827	533,622	533,622	0	533,622	486,000	0	486,000	-8.92%
Recreation - Leap the Levy 347	765	945	945	0	945	1,000	0	1,000	5.82%
Fines & Forfeitures 00	0	0	0	0	0	0	0	0	0.00%
Interest Earnings 361.011	5,824	5,325	5,325	0	5,325	0	0	0	-100.00%
<i>Rents & Royalties 362.000</i>									
Rental Car Fees 010.00	1,622	2,700	2,700	0	2,700	1,000	0	1,000	-62.96%
Parking/Deposits 020.00	109	150	150	0	150	150	0	150	0.00%
Hangars 050.00	79,925	77,026	77,026	0	77,026	85,000	0	85,000	10.35%
Capital Lease Receipts 050.01	924,116	900,961	900,961	0	900,961	1,025,000	0	1,025,000	13.77%
Other Rents & Leases 362.090	80	600	600	0	600	0	0	0	-100.00%
Local Grants & Donations 367.000	419	400	400	0	400	400	0	400	0.00%
Miscellaneous - Other 369.09	151	300	300	0	300	300	0	300	0.00%
<i>Due to Other Entities 389.030</i>									
Due to State - Rental Car Tax 000.00	96	160	160	0	160	59	0	59	-63.13%
Due to State - Sales Tax 000.04	38,919	42,690	42,690	0	42,690	40,000	0	40,000	-6.30%
Due to State - Excise Tax 000.06	129,079	125,574	125,574	0	125,574	142,000	0	142,000	13.08%
<i>Proceeds of L/T Debt-Fill Project 391.090</i>									
Proceeds of L/T Debt 00	0	0	0	300,000	300,000	0	0	0	-100.00%
<i>Disposition of Fixed Assets 395.010</i>									
Proceeds from Sales of Cap As 000	23,000	0	1,440	0	1,440	0	0	0	-100.00%
<i>Operating Transfer In 397 - Arkansas Rd</i>									
Transfer In from Other Funds 404	32,500	0	0	0	0	0	0	0	0.00%
Total Revenues	2,699,302	2,636,490	1,693,343	1,605,191	3,298,534	2,090,259	0	2,090,259	-36.63%

CITY OF CHEHALIS 2018 BUDGET

FUND: 407 - AIRPORT FUND
DEPARTMENT: AIRPORT (09)

		ACTUAL	BUDGET AS OF 12/11/2017				BUDGET			
	Object Codes	Total 2016	Original Adopted Budget 2017	Budget As Amended Recurring Exp	Budget As One-Time Expenditure	Total Amended 2017	Adopted Recurring 2018	Adopted One-Time 2018	Adopted Total 2018	% Chg 17-18
EXPENDITURES										
Airport (09) Detail:										
Wages	11	224,437	228,544	228,544	0	228,544	234,074	0	234,074	2.42%
Benefits	21	107,725	111,650	111,650	0	111,650	121,122	0	121,122	8.48%
Uniforms & Clothing	24	0	1,000	1,000	0	1,000	1,000	0	1,000	0.00%
Office and Operating Supplies	31	12,170	15,444	15,444	0	15,444	15,000	5,500	20,500	32.74%
Fuel Consumed	32	5,470	8,000	8,000	0	8,000	8,000	0	8,000	0.00%
Fuel Purchased for Resale	33	388,981	459,130	459,130	0	459,130	400,000	0	400,000	-12.88%
Small Tools and Equipment	35	186	20,000	17,089	0	17,089	6,500	3,500	10,000	-41.48%
Professional Services	41	65,130	77,499	102,499	38,000	140,499	88,500	0	88,500	-37.01%
Communications	42	6,424	6,319	6,319	0	6,319	6,300	0	6,300	-0.30%
Travel	43	329	5,000	500	0	500	3,000	0	3,000	500.00%
Promotional Hosting	43.46	0	500	200	0	200	500	0	500	150.00%
Advertising	44	3,104	5,000	5,000	0	5,000	5,000	0	5,000	0.00%
Operating Rentals and Leases	45	892	2,000	2,000	0	2,000	2,000	0	2,000	0.00%
Rental Car Leases	45.01	3,266	0	0	0	0	0	0	0	0.00%
Insurance	46	21,568	22,231	22,231	0	22,231	25,000	0	25,000	12.46%
Utilities	47	19,971	19,745	19,745	0	19,745	21,720	0	21,720	10.00%
Repairs and Maintenance	48	213,080	41,772	41,772	0	41,772	42,000	0	42,000	0.55%
Miscellaneous	49	2,990	12,000	2,000	0	2,000	1,000	5,800	6,800	240.00%
Miscellaneous - CC Fees	49.03	7,139	1,960	1,960	0	1,960	12,150	0	12,150	519.90%
Intergovernmental Prof Svs	51	116	0	0	0	0	0	0	0	0.00%
External Taxes & Oper. Assess	53	2,854	2,737	2,737	0	2,737	3,250	0	3,250	18.74%
Other Debt Service Costs	89	42	0	0	0	0	0	0	0	0.00%
		1,085,874	1,040,531	1,047,820	38,000	1,085,820	996,116	14,800	1,010,916	-6.90%
Educational Activities - 571.000										
Professional Services	41	314	0	0	0	0	0	0	0	0.00%
Contra Expense Transfer Out										
Transfer Out Offsets/Wages	1A	46,513	66,500	66,500	0	66,500	47,868	0	47,868	-28.02%
Transfer Out Offsets/Benefits	2A	29,676	35,329	35,329	0	35,329	26,796	0	26,796	-24.15%
Transfer Out Offsets	3A	4,801	1,400	4,311	0	4,311	1,470	0	1,470	-65.90%
Transfer Out Offsets	4A	12,029	14,762	14,762	0	14,762	8,378	0	8,378	-43.25%
Transfer Out Offsets	5A	0	525	525	0	525	0	0	0	-100.00%
		93,019	118,516	121,427	0	121,427	84,512	0	84,512	-30.40%
Due to Other Entities - 586.000										
Due to State - Sales Tax	004.00	38,919	42,690	42,690	0	42,690	40,000	0	40,000	-6.30%
Due to State - Excise Tax	006.00	130,191	125,574	125,574	0	125,574	141,955	0	141,955	13.04%
Due to State - Rental Car Tax	010.00	103	160	160	0	160	59	0	59	-63.13%
		169,213	168,424	168,424	0	168,424	182,014	0	182,014	8.07%
Debt Service - Debt Redemption 591.046										
Principal - G.O. Bonds (00)	71	242,122	1,532,672	0	1,532,672	1,532,672	0	0	0	-100.00%
Principal - Arkansas Way (01)	71	13,671	65,178	15,178	50,000	65,178	15,640	0	15,640	-76.00%
Principal - Tract 5A (02)	71	0	0	2,916	0	2,916	21,000	0	21,000	620.16%
		255,793	1,597,850	18,094	1,582,672	1,600,766	36,640	0	36,640	-97.71%
Debt Service - Interest 592.046										
Interest - GO Bonds (00)	83	74,084	33,106	0	33,106	33,106	0	0	0	-100.00%
Interest - Arkansas Way (01)	83	10,788	11,276	11,276	0	11,276	10,814	0	10,814	-4.10%
Interest - Tract 5A (02)	83	0	0	3,454	0	3,454	12,400	0	12,400	259.00%
		84,872	44,382	14,730	33,106	47,836	23,214	0	23,214	-51.47%
Capital Expenditures: Airport 594.046										
Buildings and Structures	62	63,980	944,587	0	944,587	944,587	150,000	0	150,000	-84.12%
Other Improvements	63	1,007,390	10,000	0	689,618	689,618	279,973	0	279,973	-59.40%
Other Improvements	63	0	150,000	0	150,000	150,000	120,000	0	120,000	-20.00%
Machinery and Equipment	64	22,210	80,000	0	69,800	69,800	70,000	0	70,000	0.29%
		1,093,580	1,184,587	0	1,854,005	1,854,005	619,973	0	619,973	-66.56%
Total Fund Expenditures										
		2,782,665	4,154,290	1,370,495	3,507,783	4,878,278	1,942,469	14,800	1,957,269	-59.88%

ENDING FUND BALANCE	1,817,718	299,918	2,140,566	(1,902,592)	237,974	385,764	(14,800)	370,964	55.88%
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STAFFING

Airport Director	1.00		1.00	0.00	1.00	1.00	0.00	1.00	0.00%
Community Development Director	0.00		0.15	0.00	0.15	0.10	0.00	0.10	-33.33%
Airport Maintenance Specialist	1.00		1.00	0.00	1.00	1.00	0.00	1.00	0.00%
Office Manager	1.00		1.00	0.00	1.00	1.00	0.00	1.00	0.00%
Airport Maintenance Worker	1.00		1.00	0.00	1.00	1.00	0.00	1.00	0.00%
Summer Intern	0.25		0.25	0.00	0.25	0.25	0.00	0.25	0.00%
Full Time Equivalents	4.25		4.40	0.00	4.40	4.35	0.00	4.35	-1.14%

FIREMAN'S PENSION

Fireman's Pension Fund 611 Department 36

Purpose

Expenses in this fund are used solely for the senior firefighter's that retired prior to the evolvement of the former Law Enforcement Officers and Fire Fighters (LEOFF 1) system. These "pre-LEOFF" retirees may receive medical costs reimbursements and pension supplements paid from this fund.

Significant Changes 2018

No significant changes are planned for this fund.

CITY OF CHEHALIS 2018 BUDGET

FUND: 611 - FIREMAN'S PENSION FUND
DEPARTMENT: FIREMEN'S PENSION (36)

	ACTUAL	BUDGET AS OF 12/11/2017				BUDGET			% Chg
		Original Adopted	Budget As	Budget As	Total	Adopted	Adopted	Adopted	
BEGINNING FUND BALANCES	Total	Budget	Recurring	One-Time	Amended	Recurring	One-Time	Total	17-18
January 1	2016	2017	Recurring Rev/Exp	Rev/Exp	2017	2018	2018	2018	
	490,266	602,022	602,022	0	602,022	696,307	0	696,307	15.66%
REVENUES									
Codes									
<i>Property Taxes 311.010</i>									
Real/Pers Prop Tax 00	131,879	159,235	159,235	0	159,235	132,000	0	132,000	-17.10%
Real/Pers Prop Tax-Delinquent 01	2,547	1,550	1,550	0	1,550	1,700	0	1,700	9.68%
Real/Pers Prop Tax 00	134,426	160,785	160,785	0	160,785	133,700	0	133,700	-16.85%
<i>State Distributed Taxes 336.006</i>									
Fire Insurance Premium Tax 91	13,272	11,800	11,800	0	11,800	13,500	0	13,500	14.41%
<i>Interest Earnings 361.011</i>									
Interest Earnings 00	1,461	200	200	0	200	1,750	0	1,750	775.00%
<i>Investment Service Fees 361.019</i>									
Service Fees 00	0	0	0	0	0	0	0	0	0.00%
Total Revenues	149,159	172,785	172,785	0	172,785	148,950	0	148,950	-13.79%
EXPENDITURES									
Codes									
<i>Firemen's Pension (36) Detail:</i>									
<i>Other Benefits to Retirees (LEOFF1) 517.021</i>									
Pension Pmts (medical)-FD (01) 29	29,524	67,500	67,500	0	67,500	67,500	0	67,500	0.00%
Pension Pmts. - FD (02) 29	7,879	11,000	11,000	0	11,000	11,000	0	11,000	0.00%
Total Fund Expenditures	37,403	78,500	78,500	0	78,500	78,500	0	78,500	0.00%
ENDING FUND BALANCES									
December 31	602,022	696,307	696,307	0	696,307	766,757	0	766,757	10.12%

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 2018:

No significant changes are planned for this fund.

CITY OF CHEHALIS 2018 BUDGET

FUND: 633 - CITY AGENCY FUND
DEPARTMENT: NON-DEPARTMENTAL

	ACTUAL	BUDGET AS OF 12/11/2017				BUDGET			% Chg 17-18
	Total 2016	Original Adopted Budget 2017	Budget As Amended Recurring Revenue	Budget As One-Time Rev/Exp	Total Amended 2017	Adopted Recurring 2018	Adopted One-Time 2018	Adopted Total 2018	
BEGINNING FUND BALANCES									
January 1	8,000	9,560	9,560	0	9,560	9,560	0	9,560	0.00%
REVENUES	Codes								
Misc Court Deposits/Prepmt 386.002									
Misc Court Dep/Prepmt Rec'd 00	343,781	360,000	360,000	0	360,000	360,000	0	360,000	0.00%
Total Revenues	343,781	360,000	360,000	0	360,000	360,000	0	360,000	0.00%
EXPENDITURES	Codes								
City Agency Fund (00) Detail:									
Due to Other Entities	342,221	0	360,000	0	360,000	360,000	0	360,000	0.00%
Total Expenditures	342,221	0	360,000	0	360,000	360,000	0	360,000	0.00%
ENDING FUND BALANCES									
December 31	9,560	369,560	9,560	0	9,560	9,560	0	9,560	0.00%

CITY OF CHEHALIS
2018 ADOPTED BUDGET
SCHEDULE OF INTERFUND TRANSFERS

Transfer In:

Dedicated Street Fund	184,625
Building Abatement Fund	9,596
2011 G. O. Bond Fund	102,510
Total	296,731

Transfers Out:

General Fund

Dedicated Street Fund	184,625
Building Abatement Fund	9,596
Debt Service	25,970
General Fund Sub-total	220,191

1st Quarter REET Fund - Debt Service	42,865
2nd Quarter REET Fund - Debt Service	33,675
Total	296,731

City of Chehalis
Summary of Debt Service Payments to Be Made in 2018

Loan ID	Maturity Date	Debt Type	Payment #	Date	1/1/2018 Balance	Total Payment	Principal	Interest	12/31/2018 Balance	Principal Acct#	Interest Acct#	
2011 G.O. Bond		GO	13	6/1/18	755,000.00	13,453.13		13,453.13		200.OC.591.03X.71.00	200.OC.592.014.83.00	DSF
2011 G.O. Bond		GO	14	12/1/18		88,453.13	75,000.00	13,453.13	680,000.00	200.OC.591.03X.71.00	200.OC.592.014.83.00	
						101,906.26	75,000.00	26,906.26				
2014 Fire Truck Purchase		GO	Various	Monthly	435,713.59	100,171.92	88,308.17	11,863.75	347,405.42	001.J1.591.022.71.00	001.J1.592.022.83.00	FIRE
2017 Chip Spreader Purchase	10/25/2024	GO	Various	Monthly	259,056.50	42,780.00	34,139.67	8,640.33	224,916.83	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					1,449,770.09	244,858.18	197,447.84	47,410.34	1,252,322.25			
79 Revenue Bond	8/1/2019	Revenue		2/1/18	50,000.00	12,250.00	11,000.00	1,250.00	39,000.00	405.10.591.034.72.00	405.10.592.034.83.00	WATER
79 Revenue Bond		Revenue		8/1/18		12,975.00	12,000.00	975.00	27,000.00	405.10.591.034.72.00	405.10.592.034.83.00	
						25,225.00	23,000.00	2,225.00				
99-65199-013 SRFL #4	10/1/2020	Revenue	18	10/1/18	150,001.94	53,750.69	50,000.64	3,750.05	100,001.30	405.10.591.034.78.00	405.10.592.T34.83.00	WATER
05-96300-008 Wtr Ph IV #5	10/1/2026	Revenue		10/1/18	567,683.07	65,914.32	63,075.90	2,838.42	504,607.17	405.10.591.034.78.01	405.10.592.T34.83.01	WATER
Redundant Floc	10/1/2037	Revenue	annual	10/1/18	1,212,000.00	82,234.25	60,600.00	21,634.25	1,151,400.00	405.10.591.034.78.02	405.10.592.T34.83.02	WATER
Water Fund Total					1,979,685.01	227,124.26	196,676.54	30,447.72	1,783,008.47			
L0400015 SRFL#1	5/1/2024	Revenue	27	5/1/18	1,027,585.16	83,270.27	75,539.26	7,731.01	952,045.90	404.11.591.035.72.00	404.11.592.035.83.10	WW
L0400015 SRFL#1		Revenue	28	10/1/18		83,270.27	76,107.57	7,162.70	875,938.33	404.11.591.035.72.00	404.11.592.035.83.10	
						166,540.54	151,646.83	14,893.71				
L0400016 SRFL #2		Revenue	27	6/30/18	112,382.86	9,829.51	8,984.00	845.51	103,398.86	404.11.591.035.72.13	404.11.592.C35.83.00	WW
L0400016 SRFL #2		Revenue	28	12/30/18		9,829.51	9,051.59	777.92	94,347.27	404.11.591.035.72.13	404.11.592.C35.83.00	
						19,659.02	18,035.59	1,623.43				
L050014A SRFL #3A		Revenue	21	6/30/18	15,490,918.91	815,311.52	815,311.52	0.00	14,675,607.39	404.11.591.035.72.11	N/A	WW
L050014A SRFL #3A		Revenue	22	12/30/18		815,311.52	815,311.52	0.00	13,860,295.87	404.11.591.035.72.11	N/A	
						1,630,623.04	1,630,623.04	0.00				
L050014B SRFL #3B		Revenue	18	3/30/18	435,001.57	19,772.80	19,772.80	0.00	415,228.77	404.11.591.035.72.12	N/A	WW
L050014B SRFL #3B		Revenue	19	9/30/18		19,772.80	19,772.80	0.00	395,455.97	404.11.591.035.72.12	N/A	
						39,545.60	39,545.60	0.00				
EL150003 - Estimate I & I		Revenue	2	6/30/18	357,023.31	11,767.66	7,461.90	4,305.76	349,561.41	404.11.591.035.78.14	404.11.592.035.83.00	WW
EL150003 - Estimate I & I		Revenue	3	12/31/18		11,767.66	7,551.89	4,215.77	342,009.52	404.11.591.035.78.14	404.11.592.035.83.00	
						23,535.32	15,013.79	8,521.53				
Wastewater Fund Total					17,422,911.81	1,879,903.52	1,854,864.85	25,038.67	15,568,046.96			
Lewis County .09 Loan	12/1/2035	Revenue	Various	Various	369,466.27	26,682.60	15,814.87	10,867.73	353,651.40	407.09.591.046.71.01	407.09.592.046.83.01	AIRPORT
SSB - Tract 5A Loan	10/25/2027	Revenue	Various	Monthly	297,084.26	38,200.00	23,706.45	14,513.55	273,377.81	407.09.591.046.71.02	407.09.592.046.83.02	AIRPORT
Airport Fund Total					666,550.53	64,882.60	39,521.32	25,381.28	627,029.21			
Grand Total					21,518,917.44	2,416,768.56	2,288,510.55	128,278.01	19,230,406.89			

2018 Salary Schedule - Effective January 1, 2018							
Class Title	Collective Bargaining Organization	Pay Range	Step A	Step B	Step C	Step D	Step E
Accountant	Teamsters Non-Uniform	24A	4,677	4,911	5,157	5,415	5,686
Accounting Technician II	Teamsters Non-Uniform	17A	3,324	3,490	3,665	3,848	4,040
Administrative Assistant (not Fire or Airport)	Teamsters Non-Uniform	17A	3,324	3,490	3,665	3,848	4,040
Airport Director (5/2017)	Non-Represented	8N	5,978	6,277	6,591	6,921	7,266
Airport Office Manager	Non-Represented	2N	3,171	3,329	3,495	3,670	3,854
Airport Property Maintenance Technician I	Non-Represented	2N	3,171	3,329	3,495	3,670	3,854
Airport Property Maintenance Worker	Non-Represented	1N	2,876	3,019	3,171	3,329	3,495
Building Official	Teamsters Non-Uniform	24A	4,677	4,911	5,157	5,415	5,686
Chief of Police	Non-Represented	9N	6,277	6,591	6,921	7,266	7,630
City Clerk	Non-Represented	4N	4,333	4,549	4,777	5,016	5,267
City Councilor	Elected	Monthly	100				
City Manager	Non-Represented	Contract	11,993				
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(*)	2,735	2,872	3,015	3,166	3,324
Community Development Director	Non-Represented	9N	6,277	6,591	6,921	7,266	7,630
Community Services Officer	Teamsters Non-Uniform	18A	3,490	3,665	3,848	4,040	4,242
Court Clerk	Teamsters Non-Uniform	16A	3,166	3,324	3,490	3,665	3,848
Department Administrative Assistant (Fire)	Non-Represented	2N	3,171	3,329	3,495	3,670	3,854
Deputy Police Chief	Non-Represented	6N	5,585	5,865	6,158	6,466	6,789
Development Review Specialist/Permit Technician	Teamsters Non-Uniform	21A	4,040	4,242	4,454	4,677	4,911
Engineering Technician III	Teamsters Non-Uniform	24A	4,677	4,911	5,157	5,415	5,686
Equipment Operator I	Teamsters Non-Uniform	19A	3,665	3,848	4,040	4,242	4,454
Equipment Operator II	Teamsters Non-Uniform	20A	3,848	4,040	4,242	4,454	4,677
Finance Manager	Non-Represented	8N	5,978	6,277	6,591	6,921	7,266
Fire Captain	IAFF	22F	5,190	5,344	5,697	5,978	6,262
Fire Chief	Non-Represented	9N	6,277	6,591	6,921	7,266	7,630
Firefighter/Engineer	IAFF	20F	4,387	4,596	4,815	5,046	5,285
Human Resources Admin./Risk Manager	Non-Represented	8N	5,978	6,277	6,591	6,921	7,266
Journeyman Electrician/Equip. Maint. Tech.	Teamsters Non-Uniform	21A	4,040	4,242	4,454	4,677	4,911
Judicial Assistant for Sentence Monitoring	Teamsters Non-Uniform	15A	3,015	3,166	3,324	3,490	3,665
Lead Wastewater Treatment Operator	Teamsters Non-Uniform	24A	4,677	4,911	5,157	5,415	5,686
Maintenance Technician - Electrical, Electronics	Teamsters Non-Uniform	21A	4,040	4,242	4,454	4,677	4,911

2018 Salary Schedule - Effective January 1, 2018							
Class Title	Collective Bargaining Organization	Pay Range	Step A	Step B	Step C	Step D	Step E
Mayor	Elected	Monthly	150				
Municipal Court Administrator	Non-Represented	3N	4,248	4,461	4,683	4,918	5,164
Municipal Court Judge	Non-Represented	Contract	3,481				
Municipal Court Judge Pro-Tem	Non-Represented	Hourly Rate	50.00				
Parking Enforcement/Evidence Officer	Teamsters Non-Uniform	16A	3,166	3,324	3,490	3,665	3,848
Permit Technician	Teamsters Non-Uniform						
Police Officer (Academy graduate)	Teamsters-Police	22P	5,113	5,359	5,625	5,897	6,189
Police Officer (Non-academy graduate)	Teamsters-Police	21P	4,090				
Police Officer Assigned as Detective	Teamsters-Police	23P	5,368	5,627	5,906	6,192	6,497
Police Sergeant	Teamsters-Police	24P	6,878	7,167			
Police Sergeant Assigned as Detective	Teamsters-Police	25P	7,222	7,525			
Poplar Tree Plantation Worker/Utility Worker I	Teamsters Non-Uniform	17A	3,324	3,490	3,665	3,848	4,040
Poplar Tree Plantation Worker/Utility Worker II	Teamsters Non-Uniform	18A	3,490	3,665	3,848	4,040	4,242
Property Maintenance Technician I	Teamsters Non-Uniform	19A	3,665	3,848	4,040	4,242	4,454
Property Maintenance Technician II	Teamsters Non-Uniform	21A	4,040	4,242	4,454	4,677	4,911
Property Maintenance Worker	Teamsters Non-Uniform	15A	3,015	3,166	3,324	3,490	3,665
Public Works Director	Non-Represented	9N	6,277	6,591	6,921	7,266	7,630
Public Works Office Manager	Teamsters Non-Uniform	20A	3,848	4,040	4,242	4,454	4,677
Records Technician	Teamsters Non-Uniform	15A	3,015	3,166	3,324	3,490	3,665
Recreation Assistant	Teamsters Non-Uniform	13A	2,735	2,872	3,015	3,166	3,324
Recreation/Aquatics Manager	Non-Represented	5N	5,016	5,267	5,531	5,807	6,098
Storm/Wastewater Collection Specialist	Teamsters Non-Uniform	19A	3,665	3,848	4,040	4,242	4,454
Street/Stormwater Superintendent	Non-Represented	5N	5,016	5,267	5,531	5,807	6,098
Traffic Control Technician	Teamsters Non-Uniform	20A	3,848	4,040	4,242	4,454	4,677
Utility Customer Service Representative I	Teamsters Non-Uniform	15A	3,015	3,166	3,324	3,490	3,665
Utility Customer Service Representative II	Teamsters Non-Uniform	16A	3,166	3,324	3,490	3,665	3,848
Vehicle Maintenance Technician	Teamsters Non-Uniform	20A	3,848	4,040	4,242	4,454	4,677
Wastewater Laboratory Assistant	Teamsters Non-Uniform	17A	3,324	3,490	3,665	3,848	4,040
Wastewater Laboratory Technician II	Teamsters Non-Uniform	20A	3,848	4,040	4,242	4,454	4,677
Wastewater Superintendent	Non-Represented	7N	5,608	5,888	6,182	6,492	6,816
Wastewater Treatment Operator	Teamsters Non-Uniform	20A	3,848	4,040	4,242	4,454	4,677
Water Distribution Operator I	Teamsters Non-Uniform	18A	3,490	3,665	3,848	4,040	4,242
Water Distribution Operator I / Meter Reader	Teamsters Non-Uniform	18A	3,490	3,665	3,848	4,040	4,242
Water Distribution Operator II	Teamsters Non-Uniform	19A	3,665	3,848	4,040	4,242	4,454
Water Superintendent	Non-Represented	5N	5,016	5,267	5,531	5,807	6,098
Water Treatment Operator I	Teamsters Non-Uniform	19A	3,665	3,848	4,040	4,242	4,454
Water Treatment Operator II	Teamsters Non-Uniform	22A	4,242	4,454	4,677	4,911	5,157

2018 Salary Schedule - Effective January 1, 2018							
Class Title	Collective Bargaining Organization	Pay Range	Step A	Step B	Step C	Step D	Step E
Temporary and Seasonal Hourly Rates - 2018 (change to minimum wage \$11.50 per hour in 2018)							
			Step A	Step B	Step C		
Lifeguard	pt1	Pool	11.50	12.08	12.68		
Swimming Pool Cashier	pt1	Pool	11.50	12.08	12.68		
Lifeguard/Instructor	pt2	Pool	12.05	12.65	13.28		
Water Safety Instructor	pt2	Pool	12.05	12.65	13.28		
Senior Instructor	pt3	Pool	12.63	13.26	13.92		
Senior Lifeguard	pt3	Pool	12.63	13.26	13.92		
Swimming Pool Assistant Manager	pt4	Pool	14.55	15.28	16.04		
Swimming Pool Manager	pt8	Pool	20.50	21.53	22.61		
Recreation Aide	pt1	Parks and Recreation	11.50	12.08	12.68		
Property Maintenance Aide	pt5	Facility, Parks and Recreation	11.50	12.50	13.50		
Tournament Director	pt12	Parks and Recreation	18.50	19.40	20.35		

