City of Chehalis, Washington

2020 Proposed Budget

January 1, 2020 - December 31, 2020

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City Officials

Chehalis Mayor and City Council

Dennis Dawes*, Mayor*
At Large: Expires 12/31/2021

Terry Harris, *Mayor Pro-Tem*
District 1: Expires 12/31/2019

Dr. Isaac Pope, *Councilor*
District 4: Expires 12/31/2019

Anthony Ketchum, *Councilor*
District 3: Expires 12/31/2019

Robert Spahr, *Councilor*
At Large: Expires 12/31/2021

Daryl Lund, *Councilor*
District 2: Expires 12/31/2019

Chad Taylor, *Councilor*
At Large: Expires 12/31/2021

Appointed City Officials (City Staff)

Jill Anderson, City Manager

Bill Hillier, City Attorney

Caryn Foley, City Clerk

Judy Schave, Human Resources/Risk Manager

Glenn Schaffer, Police Chief

Ken Cardinale, Fire Chief

Trent Lougheed, Public Works Director

Chun Saul, Finance Director

Lilly Wall, Recreation Manager

Dale McBeth, Municipal Court Judge

Melody Guenther, Municipal Court Administrator

Contact Information

Mailing Address: 350 N. Market Boulevard
Chehalis, WA 98532
Telephone: (360) 748-0271

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About Chehalis

Where is Chehalis?

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

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

City Government

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

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

Chehalis History

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

Living in Chehalis

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

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

About Chehalis

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

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

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

Strategic Plan

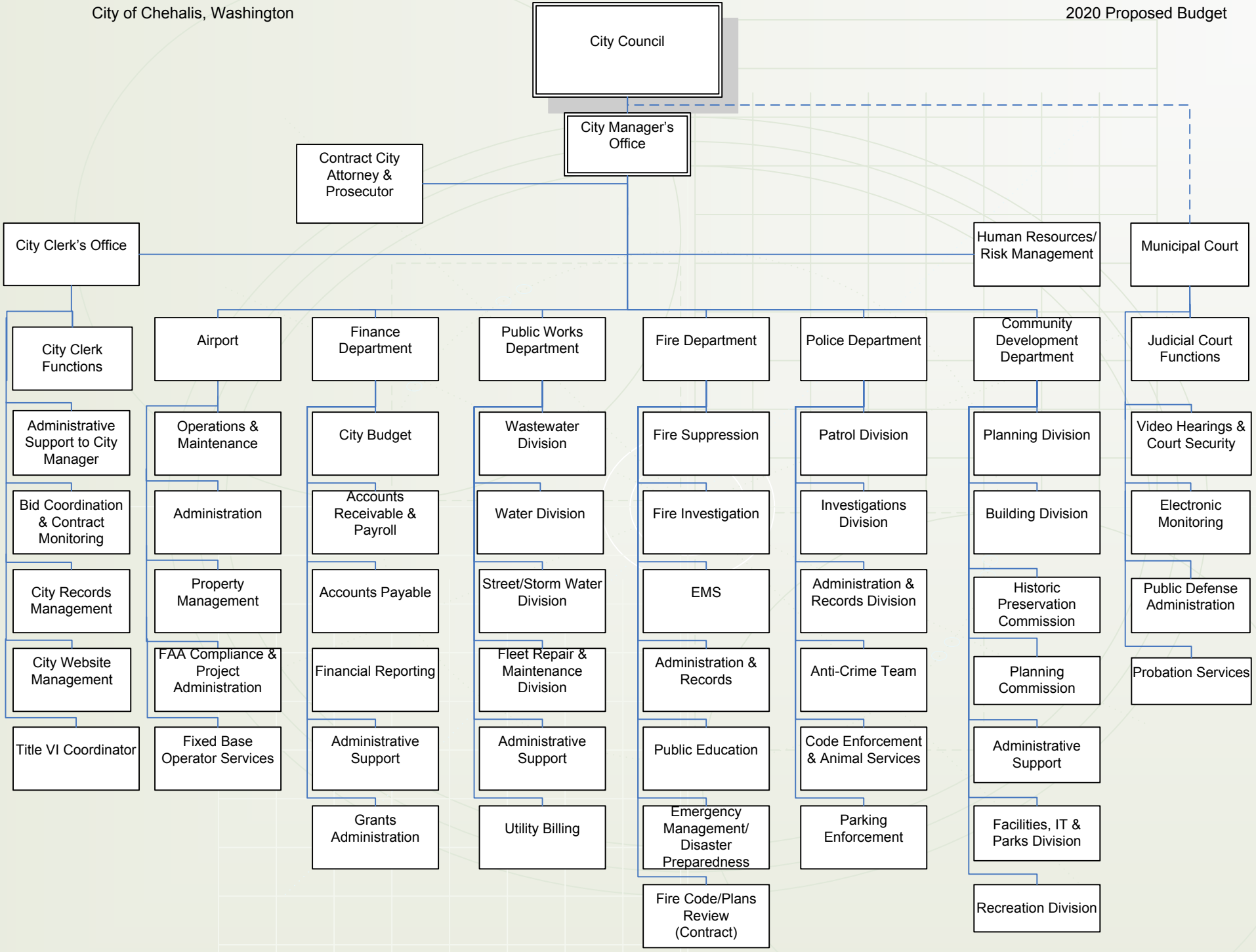
Mission Statement

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

Three Year Goals
2018-2020

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

  (*Recreation Park, Dispatch Center, and Fire Station)*


City Council
City Manager's Office
Contract City Attorney & Prosecutor
City Clerk's Office
Human Resources/ Risk Management
Municipal Court
City Clerk Functions
Administrative Support to City Manager
Bid Coordination & Contract Monitoring
City Records Management
City Website Management
Title VI Coordinator
Airport
Operations & Maintenance
Administration
Property Management
FAA Compliance & Project Administration
Fixed Base Operator Services
Finance Department
City Budget
Accounts Receivable & Payroll
Accounts Payable
Financial Reporting
Administrative Support
Grants Administration
Public Works Department
Wastewater Division
Water Division
Street/Storm Water Division
Fleet Repair & Maintenance Division
Administrative Support
Utility Billing
Fire Department
Fire Suppression
Fire Investigation
EMS
Administration & Records
Public Education
Emergency Management/ Disaster Preparedness
Fire Code/Plans Review (Contract)
Police Department
Patrol Division
Investigations Division
Administration & Records Division
Anti-Crime Team
Code Enforcement & Animal Services
Parking Enforcement
Community Development Department
Planning Division
Building Division
Historic Preservation Commission
Planning Commission
Administrative Support
Facilities, IT & Parks Division
Recreation Division
Judicial Court Functions
Video Hearings & Court Security
Electronic Monitoring
Public Defense Administration
Probation Services

BUDGET PROCEDURE

SCOPE OF BUDGET

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

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

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

PROCEDURES FOR ADOPTING THE ORIGINAL BUDGET

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

A. The city council has a work session in July to review the mid-year current budget status and provide guidelines for the next year's budget preparation. Public input is encouraged.

B. Department budget requests for the next year are submitted in August, with mission statements, service highlights, goals and objectives, and service and performance measures. These requests are reviewed by the city manager and finance director.

C. The recommended budget is balanced by the end of September and the document is assembled and distributed by the end of October.

D. The council reviews the recommended budget in work sessions and regular meetings beginning in late October or early November. A formal public hearing on the budget is also held during this process.

E. The council makes adjustments to the recommended budget and adopts, by ordinance, a final balanced budget by December 31.

F. Within 30 days of adoption, the final budget document is made available to the public.

AMENDING THE BUDGET

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

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

BASIS OF ACCOUNTING/BUDGETING

BASIS OF PRESENTATION - FUND ACCOUNTING

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

GOVERNMENTAL FUND TYPES:

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

General Fund
This fund is the primary operating fund of the City of Chehalis. It accounts for all financial resources except those required or elected to be accounted for in another fund and is generally considered to represent the ordinary operations of the City. In addition to the regular General Fund, the City has established sub-funds per Council direction to set aside and account for specific activities. They include the Building Abatement Fund, Dedicated Street Fund, LEOFF 1 OPEB Reserve Fund, and Compensated Absences Fund. The General Fund covers Police, Fire, Administration, Planning and Building Development, Finance, Legal, and Legislative Services. Major revenue sources include property, sales, and utility taxes and licenses and permit fees, and state shared revenues.

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

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

Debt Service Funds
These funds are used to account for the accumulation of resources for, and payment of general long-term debt principal and interest from governmental resources. Payment for general obligation bonds is backed by full faith and credit of the City. Typically, primary source of revenue to these fund is from property tax. The General Obligation Bonds Fund is the only debt service fund currently used in the City. A portion of the general fund revenues and a portion of the revenues received in the two REET funds are used for the City’s L.T.G.O. debt service payment.

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

PROPRIETARY FUND TYPES:

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

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

FIDUCIARY FUND TYPES:

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

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

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

BASIS OF ACCOUNTING

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

Budgets and Budgetary Accounting
The City of Chehalis adopts an annual appropriated budget for 22 funds. These budgets are appropriated at the fund level. The budget constitutes the legal authority for expenditures at that level. Annual appropriations for these funds lapse at fiscal year-end. Annual appropriated budgets are adopted on the same basis of accounting as used for financial reporting. When Council

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

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

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CITY OF CHEHALIS
2020
PROPOSED BUDGET MEMO

November 1, 2019

Dear Honorable Mayor Dawes and Members of the City Council,

The 2020 Proposed Budget was prepared to reflect a realistic assessment of the cost to maintain the current level of municipal services for the residents, businesses and visitors in the City of Chehalis. While the majority of the City's 22 separate funds are stable, the condition of the City's General Fund is less than healthy, and the 2020 Proposed General Fund Budget is balanced with one-time revenues. The proposed use of one-time revenues, such as the City's General Fund reserves, is needed because the cost of providing general municipal services has gone up faster than the revenues that can be used to pay for them. This made the review and analysis of the 2020 Draft Budget more challenging for all those involved, particularly the City Council Budget Committee. As in years past, Mayor Dennis Dawes, Mayor Pro Tem Terry Harris, and Councilor Bob Spahr invested significant time and effort to provide guidance and insights through the preliminary draft budget review process.

The 2020 Proposed Budget is the result of the work done by many members of the staff throughout the organization over the course of several months, as well as the careful review done by the City Council Budget Committee. The City's Finance Director, Chun Saul, also needs to be recognized for the large amounts of time and energy that she devoted to the preparation of a complete budget document and the accompanying financial analysis. She worked well with the department directors, managers, and program administrators and their staffs, who did a commendable job of preparing their budgets. Special thanks to Betty Brooks, Accountant; Tim McGuire, Financial Analyst (part-time); Nichole Paulis, Public Works Office Manager; and Kiley Franz, Administrative Assistant to the City Manager for the extra work that went into the preparation of the 2020 Proposed Budget.

GENERAL FUND

Background

The City's General Fund, which funds basic municipal services, including Police and Fire, had been experiencing significant increases in revenues since the depths of the recession; however, it took until 2016 to meet and just barely exceed 2008 sales tax revenues. Sales tax continued to increase in 2017 and 2018, buoyed by significant construction spending on two new schools. In 2019, the City's revenues began to level off and the City experienced a notable reduction in sales tax related to construction activity.

Unfortunately, costs continue to rise faster than revenues in all areas, particularly in the cost of providing salaries and maintaining benefits at a level near the average for similar size municipal agencies in WA to attract and retain high-quality employees. The State's Revised Code of Washington (RCW) provides legal direction on what agencies are comparable to Chehalis and provides binding arbitration for the settlement of Police and Fire collective bargaining contracts. The cost of services the City uses to conduct business have also increased, such as the cost of the 911 Communications Services which will increase 7% in 2020.

Budget Process

The process of preparing the budget document begins in late July. At that time, the City departments were directed to prepare their respective draft budgets consistent with the level of service provided in 2019. After the compilation of the requests by the Finance Department, the Finance Director and I met with each department to review their 2020 proposed budget. Modifications to the initial draft budget requests were made and information was updated as more details became available.

The Preliminary Draft Budget was then prepared and distributed to the City Council Budget Committee, which met multiple times to carefully review the budgets for each Department, including those that are fully funded by enterprise funds, which can only be used consistent with legal restrictions.

Financial Assumptions

For the General Fund, the 2020 Draft Budget that was presented to the City Council Budget Committee for review in October was balanced using $721,500 beginning fund balance, which means that the proposed expenditures exceed estimated revenues by $721,500. The projected ending General Fund Reserve was only $377,870 or 3.57% of the General Fund's operating expenditures. This was a significant concern and options for increasing the ending reserve were presented to the City Council Budget Committee, which then provided direction that is discussed below.

Estimated Beginning Cash: In an effort to estimate the 2020 beginning cash more accurately based on estimated actuals, we reviewed the 2019 revenues and expenditures status as of August 2019. The prior year history for September through December was also evaluated to identify the end-of-year actual estimates for 2019 revenues, expenditures, and ending fund balance. ***This exercise led to the following assumptions:***

- The 2019 end-of year revenue is estimated to be $97,518 **below** the 2019 Budget projection; and
- 2019 expenditures are estimated to be $406,457 **below** the 2019 Budget, so
- 2019 estimated ending cash has been **increased** by $308,939.

Therefore, the beginning cash for the 2020 Draft Budget was changed from 2019 Amended Budget ending cash to 2019 estimated end-of-year cash balance to reflect a realistic ending fund balance for 2019.

After careful review of each budget and considering options to close the gap between proposed revenues and expenditures, the Budget Committee concluded that it would be premature to make additional cuts to the budget, recognizing that it would require a corresponding reduction in services by leaving recently vacated positions in Police, Fire, and Streets unfilled. The

Committee also concluded that use of a banked capacity in 2020 is not advisable, as the City may have a greater need for it in 2021.

Closing the Gap: The Committee recommended closing the funding gap in the General Fund by:

- *Moving* some of the budget expenditure requests to other reserve funds, when appropriate, for a total of $408,571 *(For example, vehicle purchases were moved to the Vehicle Replacement Reserve.)*
- *Reducing* the 4% sales tax transfer to the Dedicated Street Fund to 1% or by $148,590
- *Transferring* in $45,000 from the Building Abatement Fund to the General Fund reserve

This helped close the gap between the revenues and expenditures by $602,161 and to establish the projected ending reserve at $752,528. The 2020 Proposed Budget presented before you is balanced using $346,842 of the General Fund beginning reserve, with the projected ending reserve of $752,528. However, the 2020 Proposed Budget remains structurally imbalanced, i.e. ongoing expenses are exceeding ongoing revenues. This is of significant concern because the City is currently relying on one-time revenues to fund ongoing operations, which includes salaries and benefits. This also creates tremendous financial pressure on the City moving forward.

General Fund Operating Reserve: If revenues and expenditures are in line with projections, the General Fund Operating Reserve will be 7.1% at the end of 2020. This is less than the 10% Reserve that the City Council has determined to be the policy goal and the Government Finance Officers Association recommends 2 months of operating expenses, which is 16.2%. So, 7.1% is not a healthy annual reserve over the long-term. Therefore, it is recommended that that City Council use 2020 to assess the City' long-term financial condition and consider options for increasing revenues and reducing costs in the years to come. It is important to do this in 2020 so there is time to develop a reasonable plan to move toward a structurally balanced budget in 2021 and in 2022.

Looking Ahead

When planning for the future, there are some uncertainties in the economy that are of concern. Financial analysts report that the economy, which is in the longest recovery on record, is potentially vulnerable to a recession in 2020 or 2021. Sales Tax represents 52.4% of the City's estimated revenues, making the City particularly vulnerable to economic fluctuations. In 2020, there will be very close monitoring of revenues and expenses, along with economic trends to assess any reductions in sales tax revenue associated with consumer spending.

In the unfortunate event that there is a significant increase in unexpected expenditures and/or drop in revenues, the City will have to carefully assess its financial condition and make adjustments as early as March 2020 as we close the 2019 fiscal year. This is particularly difficult because most City services are delivered through people and about 73% of the General Fund Budget is attributed to salaries and benefits. Furthermore, 56% of expenditures are related to Police and Fire services. Therefore, if significant reductions are needed to restore structural balance to the budget, it will likely require very difficult decisions related to what level of service can be maintained over the long-term.

While the possibility of revenue reductions is sobering, the City does have some very positive revenue enhancement possibilities projected for 2021, namely the lease of 16+ acres adjacent

to I-5 for a shopping center development. The one major caveat is that development is very sensitive to the economy and could be delayed if economic indicators start to suggest that the economy is contracting. In addition, the City has a strategic goal to proceed with an annexation plan along its borders in 2020, which when completed would add residential and commercial property to the City leading to some increases in sales and property tax revenue in 2021 or 2022.

RESTRICTED FUNDS

The City's restricted funds, including the City's utility enterprise funds, are generally stable. The Enterprise funds, which are legally restricted funds for the operation of the City's utilities and the airport, include budgets for needed capital projects in the City's water, sewer, and airport divisions, primarily paid for by grants and state low interest loans. The Dedicated Street Fund, which is supported through a transfer from General Fund Sales tax revenues consistent with Council policy, continues to be used to fund the program for chip sealing and crack sealing of street and road miles within city limits. However, due to financial constraints, the funding level was reduced from 4% to 1% for year 2020. The Proposed Budget includes a new reserve fund for LEOFF 1 retiree medical benefits (LEOFF 1 OPEB) with dedicating the pension levy authorized at 22.5 cents per $1,000 assessed valuation. In addition, the City will continue to make street improvements made possible by the Transportation Benefit District, which is funded by a 0.2% increase in the sales tax approved by voters and went into effect in July 2017. Each fund is summarized in the pages that follow this budget memo and presented in detail in the body of the budget document.

ONGOING BUDGET CONSIDERATIONS

Fortunately, the City is addressing its current fiscal issues while the economy is still relatively stable. However, there are some issues that will have significant budget impacts in the coming years, including the following concerns, which are also addressed in the City's Strategic Plan:

- ***Facility Maintenance:*** Ongoing maintenance and repair or replacement of the City's aging buildings and facilities, particularly the building of a new fire station, will continue to require investment of very limited General fund resources. The City is in the process of purchasing property that would be suitable for a new fire station and is planning to initiate preliminary architectural design in 2020. Financing of the property purchase will further strain the General Fund and it is anticipated that a voter approved levy will be needed to construct the new station. This issue can no longer be delayed because the old building can no longer be used as a fire station due to seismic and extreme weather vulnerability.

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

- ***Retirements:*** Planning for the tangible and intangible costs associated with the anticipated retirement of 15% of City's workforce in the next two years. This includes payments for vacation and sick leave accruals that are 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. The Administration is aware of nine planned retirements in 2021 alone, with an estimated cost of $310,000 to the General Fund for the associated payments due when they leave the City.

- ***911 Dispatch:*** The City is continuing to explore options for improving the delivery of 911 Dispatch services in cooperation with the City of Centralia and the Riverside Fire Authority (RFA), as well as Lewis County which is the current provider. Lewis County, with support from the Cities and RFA, is now working on developing a scope of work for a feasibility study of joining Thurston County Communications (TCOMM) which is a highly effective 911 service provider. Regardless of the path chosen, the costs associated with 911 will increase in the years to come, regardless of the options chosen due to the technology and infrastructure demands associated with making any changes.

CLOSING COMMENTS

The budget challenges identified in the 2020 Proposed Budget being presented with this memo are very concerning and I will remain vigilant, along with the Finance Director in monitoring expenditures and revenue trends. The City Council Budget Committee plans to meet quarterly in 2020 to provide careful oversight of the situation and preliminary policy guidance as necessary. As always, financial reports will be provided throughout the year to keep the City Council informed and request policy direction as needed.

Due to the concerns about the status of the City's General Fund, I expect that there will be a City Council workshop in the first half of 2020 to consider the implications of the structural deficit and develop a plan to move toward a structurally balanced budget in 2021 and 2022. I appreciate the City Council's commitment to maintaining the current level of service in response to community expectations, while considering opportunities to reduce costs and increase revenues to achieve revenue stability with a fiscally responsible approach.

I am honored to serve you, the staff, and the community as your City Manager. Your continued support as we move through the 2020 Budget preparation process and beyond is truly appreciated. While the challenges before us are significant, I look forward to working with you to identify solutions that will serve our community now and in the years to come.

Sincerely,

Jill Anderson

Jill Anderson
City Manager

SUMMARIES OF THE GENERAL FUND AND RESTRICTED FUNDS

General Fund *(Fund 001)*

The General Fund budget is $10,324,818. The budget is balanced with a total revenue projection of $9,977,976 and use of $346,842 General Fund reserves (beginning cash).

Revenues: It is projected that overall General Fund revenues will be up by $36,126 or 0.4% from 2019. Total tax revenues make up 87.0% of the General Fund revenues.

Sales tax is the largest revenue source for the City and makes up 51.6% of the 2020 General Fund revenues. The sales tax is projected to increase 0.1% over the amount estimated in the amended 2019 budget and 0.8% over the 2019 estimated year-end totals. The 0.1% estimate is based on the last three-year average revenue plus 1.5% inflation rate, which is based on the June Consumer Price Index for last ten years (average 2.08%) with an adjustment for potential reduction in consumer spending in 2020.

In 2017 and 2018, sales tax was bolstered by significant construction spending, primarily related to the building of two new elementary schools has been in April 2019. Typically, sales tax revenues from construction activities are considered one-time in nature and are recommended to be excluded from future revenue projections unless other economic or financial data can support the continued growth. During the 2019 budget preparation, it was projected that no large-scale construction will take place in 2019 and that sales tax growth was projected to level off in the coming year. However, the sales tax revenue projection in the 2019 proposed budget was not adjusted for possible sales tax revenue reduction from construction activities.

As predicted, at the end of September 2019, sales tax from aggregated construction sector has declined by $156,100 or 41.2% from 2018. On the positive note, sales tax from non-construction sales increase by $152,600 or 4.6% during the same period. At the close of September, the year-to-date sale tax revenue is about 1.2% or $57,000 below the nine-month target. With the construction activities currently taking place at the Airport and Recreation Park, we are hopeful that the gap between the budget projection and actual revenue would be lessened by the end of 2019.

At this time, there is uncertainty surrounding the unknowns related to construction spending, or lack thereof in the coming year. Sales tax is closely tied to the economy which is cyclical in nature, with a downturn in the economy approximately every 10 years. The great recession occurred in 2007 to 2009, which suggests that there may be another downturn in the next 18 months (in 2020). Therefore, sales tax trends will be monitored closely.

Property tax is the second largest revenue source for the City and makes up about 19.4% of the 2020 General Fund revenues. Property tax revenue is projected at $1,937,842, up by $11,093 or 0.6% from the 2019 amended budget. The proposed budget includes the estimated 1% maximum allowed increase of $19,031, estimated the tax levy for new construction $15,733, and removing delinquent tax from projection. 100% of tax levy is budgeted, but typically only about 98.5% of the levy is collected in the levy year. In previous years, estimated delinquent tax collection was added to the budget projection and causing the budget being inflated by that amount.

Utility tax is the third largest revenue source used to fund municipal services. Utility tax revenue is projected at $1,592,635, which is a $16,145 or 1.0% decrease from the 2019 amended budget. 2020 utility tax revenues are projected using last three-year average collection. Telephone utility tax revenue projection shows a $42,112 decrease from the 2019 budget.

Other revenues are expected to remain relatively stable.

Expenditures: The proposed budget projects expenditures of $13,324,818, which is $812,675 or 7.3% less than in 2019. $630,520 of the $812,575 is for transfers to reserve funds. The combined budgets of the Police and Fire Departments represent 56.4% of General Fund expenditures in 2020, which reflects the high priority of keeping residents and visitors in Chehalis safe.

Municipal services are delivered primarily through people, which is the largest ongoing cost to the General Fund. Salaries and benefits make up almost 73% of General Fund expenditures. The proposed expenditures reflect increases for health insurance premiums and salary and wage increases for all employees, including non-represented employees, consistent with contracts, collective bargaining agreements, and policy direction consistent with applicable State law.

Ending Fund Balance: The projected General Fund ending balance, also referred to as fund reserve, is estimated to be 7.5% of General Fund revenues at the end of 2020. This does not meet the City Council policy of maintaining a 10% fund 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)*

In 2014, the City Council adopted a policy to allocate 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. Unfortunately, the City is facing financial constraints as it enters 2020. The Budget Committee has recommended that the local sale tax contribution to this fund reduced from 4% to 1% for 2020 Proposed Budget. In 2020, it is anticipated that there will be a transfer in of $49,530 from the General Fund, with expenditures of $208,520. The estimated fund balance at the end of 2020 is $54,510.

Building Abatement Fund *(Fund 004)*

The Building Abatement Fund was established by the City Council in 2017 for the purpose of removing hazards to public health and safety and potentially address aesthetic concerns related to abandoned buildings in our community. The 2020 budget includes a $45,000 transfer back to the General Fund as a one-time fix to help reduce the gap between revenue projections and increasing costs estimated for 2020. The estimated fund balance at the end of 2019 is $59,665.

LEOFF1 OPEB Reserve Fund (*Fund 005*)

The LEOFF1 OPEB Reserve Fund is created with the 2020 Budget adoption to provide funding for the LEOFF 1 retiree medical benefits. The pension levy at 22.5 cents per $1,000 assessed

value is the main source of the funding, which is restricted by law and must be used to pay LEOFF 1 medical benefits. The 2020 Budget includes transfer in of $166,049 from the General Fund for pension levy and $67,500 from the Firemen's Pension Fund, with expenditures of $223,500.

Arterial Street Fund *(Fund 102)*

The Arterial Street Fund is a special revenue fund that accounts for the state distributed motor vehicle fuel tax (MVFT) that is restricted to be used for city street purposes. The MVTF distribution is based on population. The MVFT is the only revenue source for this fund. The City uses this fund primarily for the "oiling and chip sealing" program for our city streets. The 2020 revenue is projected at $162,399, which is a $3,105 or 1.9% decrease from the 2019 budget.

Transportation Benefit District Fund *(Fund 103)*

On February 14, 2017, the voters of Chehalis approved a 0.2% increase to the sales tax to fund the Transportation Benefit District. The increase went into effect in July 2017. The use of these funds is restricted by law and must be used for specific transportation projects contained in the City's transportation improvement plan. Improvements can range from roads and transit service to sidewalks and transportation demand management. Projects may also include the operation, preservation, and maintenance of these facilities or programs.

2020 revenue is estimated at $1,174,960 which is a $182,442 or 18.4% increase from the 2019 budget. Total project costs budgeted in 2020 is $1,500,000, and the estimated fund balance at the end of 2020 is $1,695,340.

Tourism Fund *(Fund 107)*

The Lodging Tax Advisory Committee (LTAC) requested funding for organizations that advertise and promote tourism in the City and "put heads in beds". The sole revenue source (except for interest earnings on the fund balance) for this fund is the local Hotel/Motel sales tax and special local Hotel/Motel tax. 2020 revenue is projected at $243,6305, which is a $17,645 or 7.8% increase from the 2019 budget. The Council approved the 2020 recommendations of the LTAC on October 14, 2019. The 2020 approved expenditures are $342,831, including $63,396 for the debt service payment of the 2019 L.T.G.O. for the Recreation Park renovation project. LTAC reserves will be used to fund the difference between the proposed revenues and expenditures, per the recommendation of the LTAC. The estimated fund balance at the end of 2020 is $114,417.

Compensated Absences Reserve Fund (*Fund 110)*

The Compensated Absences Reserve Fund was established in 1985 for the purpose of setting aside funds to be used for compensation of employees for cash outs for unused accrued leaves, approved disability leaves, approved unemployment benefits, and authorized severance pay. During the great recession of 2007-2009 and the subsequent long recovery, all funds had been expended. During 2019, the Council approved a transfer of $100,000 to this fund from the General Fund. Ideally, an amount of money would be set aside every year to more effectively manage the one-time payments for retiring General Fund employees and potential unemployment benefit liabilities. Unfortunately, no additional funding is planned for 2020 due to financial constraints. Additionally, the 2020 Budget includes $71,488 expenditures and $3,640 interest revenue. The estimated fund balance at the end of 2020 is $128,914. Additional funding

will be needed as the City anticipate several general fund employees retiring in 2021 with significant amount of cash out values.

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

The CDBG and HUD Block Grant Funds are used to provide home rehabilitation loans which were funded by the Community Development Block Grant and the Department of Housing & Urban Development Grant. The balance of the loans will be received by the City as ownership of these properties are transferred to anyone other than the loan holder. As of September 1, 2019, the outstanding loan principal on CDBG loan and HUD loan were $81,963.91 and $38,148.94, respectively.

No revenues are projected for 2020. The estimated fund balance for the CDBG and HUD Grant funds at the end of 2020 are $23,958 and $87,559, respectively. There are no plans to spend the remaining balances in 2020; however, the Council Budget Committee would like to explore how the City might best use these funds in the future consistent with any legal restriction on their use.

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

The Debt Service Fund was created to record the payments on the 2011 General Obligation Bonds. Additionally, in 2019, the City issued Limited Tax General Obligation (LTGO) Bond, 2019 for the Recreation Park renovation project. The General Fund and the two REET funds provide funds to cover the 2011 LTGO debt service and the Tourism fund provides the funds for the 2019 LTGO debt service. For 2020 total debt service expenditures are $160,915.

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 fund for future public facilities improvements due to a lack of funds.

During 2019, the Council approved a transfer of $284,000 to this fund from the General Fund to set aside for future fire station land acquisition and other major facilitate maintenance or repairs. Ideally, an amount of money would be set aside every year to more effectively manage the one-time payments for vehicles and large equipment. Unfortunately, the City is facing financial constrains again as it enters 2020, there is no additional funding is provided in the 2020 Proposed Budget.

The 2020 Proposed Budget includes $911,393 expenditures to complete the Recreation Park renovation project. The estimated fund balance at the end of 2020 is $343,702, which is assigned for the repairs at the Library, Fire Station land acquisition, and other major general city facility maintenance.

Automotive/Equipment Reserve Fund *(Fund 302)*

This fund was established for the purpose of setting aside money on a regular basis to be able to replace the City's vehicles and equipment as needed. However, after the recession of 2007-

2009, and the subsequent long recovery, all funds had been expended. During 2019, the City Council approved the transfer of $181,780 from the General Fund into this fund to replenish $81,780 that was used in 2019 plus $100,000 set aside for future needs.

Unfortunately, the City is facing financial constrains again as it enters 2020. Not only there is no additional funding provided but also a $181,083 budget request from police and fire for vehicles and equipment were moved to this fund, with the Council Budget Committee recommendation to close the funding gap in the General Fund.

The 2020 Proposed Budget includes $181,083 expenditures to purchase three vehicles: one police patrol car ($40,000); one police admin car ($25,000), and a one-ton brush fire truck ($40,000) to reduce potential damage to the other fire engines which are not designed for off-street terrain; and an electric gurney ($45,306) and Hurst tool ($30,777) for the fire department

The estimated fund balance at the end of 2020 is $50,525.

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.

The 2020 Proposed Budget includes transfers out to fund the debt service for the 2011 General Obligation Bonds, which was issued to fund the city hall acquisition cost.

The 2019 projected revenues and expenditures for the First Quarter Percent REET fund are $112,980 and $39,982, respectively, with an estimated fund balance of $200,975 at the end of 2020.

The 2020 projected revenues and expenditures for the Second Quarter Percent REET fund are $113,300 and $33,156, respectively, with an estimated fund balance of $224,228 at the end of 2020.

Garbage Fund *(Fund 402)*

This fund is used to account for the revenues and expenditures associated with the City's organic waste disposal site at Stan Hedwall park. For 2020, the projected revenue is $6,730 and expenditures is $6,610, with an ending fund balance of $8,336.

Wastewater Fund *(Fund 404)*

The 2020 revenues for the Wastewater Fund are projected to be $5,580,395, and expenditures are projected to be $5,124,563. The projected fund balance at the end of 2020 is $5,245,881.

Water Fund *(Fund 405)*

The 2020 revenues for the Water Fund are projected to be $3,208,280, and expenditures are projected to be $4,672,394 which includes one-time expenditures of $2,043,965 for capital projects. The projected fund balance at the end of 2020 is $5,731,957.

Storm & Surface Water Utility Fund *(Fund 406)*

CITY REVENUE DESCRIPTION

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

Each of the funds detailed within the 2020 Budget have a specific purpose and responsibility. The funds act much like separate checking accounts maintained by family members. Each fund accounts for all revenues and all expenditures/expense transactions that occur throughout the year. This allows the City to accurately record revenues and authorize and monitor expenditures as to source and purpose for greater accountability and improved efficiency. This is critical because most of the City's funds are legally restricted to specific activities.

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

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

TAXES

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

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

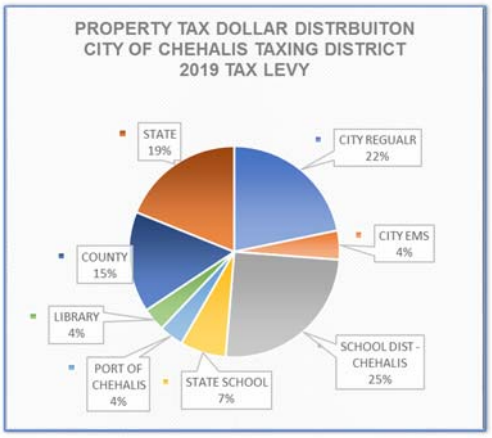
Property taxes are the second largest source of revenue in the General Fund for the City. All real and personal property (except where exempt by law) is assessed by the Lewis County Assessor at 100 percent of the property's true and fair market value. Every parcel in the county must be physically inspected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

Cities and counties with a population under 10,000 may not increase their total levy amount more than 1% annually, known as the "levy lid" (excluding levies for new construction or increases in state-assessed utility valuations) over the previous year's lawful levy amount. However, local governments can exceed the 1% levy lid if they have banked capacity available under RCW 84.55.092. If a jurisdiction did not take the maximum 1% increase in the past, it will have banked capacity available. The City of Chehalis has a banked capacity of approximately $243,000 going into 2020 tax levy year.

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

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

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



Regular Levy: The 2019 regular property tax levy by the City was $2.202 per $1,000 of assessed valuation. $0.225 of the $2.202 was allocated by statue to the Firemen's Pension Fund. The remaining revenue generated by the regular tax levy is currently used for operations and maintenance.

EMS Levy: The state authorizes a rate up to $0.50 per $1,000 AV in property tax for emergency medical purposes. The citizens of Chehalis passed an emergency medical service ballot measure in 1989 to assess $0.25 per $1,000 AV for EMS equipment and supplies. In 1993, they again passed an additional $0.25 per $1,000 AV, and the use was broadened to include all emergency medical costs including staffing. The 2019 EMS levy rate was $0.450 per $1,000 AV.

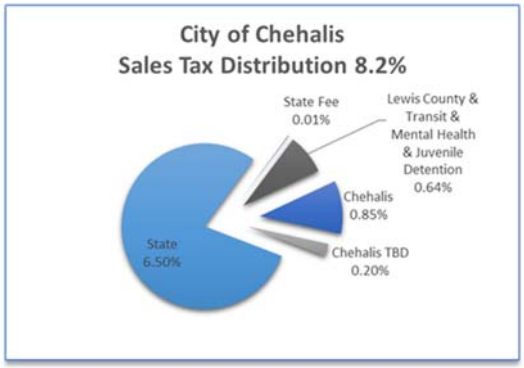
The following schedule shows property tax receipts for the last ten years.

USE	2019^	2018	2017 [1]	2016	2015	2014	2013	2012 [2]	2011	2010
General Fund	$864,505	$1,284,729	$1,317,799	$1,239,018	$1,247,319	$1,221,741	$1,205,330	$1,211,882	$1,193,144	$1,186,966
Firemen's Pension	99,398	156,379	143,492	134,426	134,353	130,733	129,107	133,322	-	-
EMS Levy	197,320	309,136	314,676	297,504	234,598	231,302	228,349	230,646	228,407	227,206
TOTAL	$1,161,223	$1,750,244	$1,775,967	$1,670,948	$1,616,270	$1,583,776	$1,562,786	$1,575,850	$1,421,551	$1,414,172

Foot Notes:
^ Tax Collected Year-to-date 10/29/2019
[1] Industrial Area Annexation
[2] Ordinance 884.B. 10.7% increase over 2011 regular levy amount

Retail Sales and Use Tax

Sales tax is levied on the sale of consumer goods (except most food products and services) and construction. The amount of revenue generated by sales tax fluctuates from year to year due to changes in the economy, buying habits of consumers, and the level of construction taking place in the City. Local governments may collect a tax on retail sales of up to 1.0%.
Counties pay impose a non-voted 0.1% sales tax for criminal justice purposes. This sales tax may only be imposed by the county, but the county must share its revenue with all cities and towns in the county.



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

Utility Taxes

Utility taxes are levied on the gross operating revenues that public and private utilities earn from operations within the boundaries of the City. This applies to electric, natural gas, water, sewer, surface water, solid waste, cable TV, and telephone. There are no restrictions on the tax rates for water, sewer, surface water, and solid waste utilities. However, legislation passed in 1982 limits the tax rate on electric, gas, steam, and telephone utilities to 6%. The city must ask voters to approve a rate higher than 6% for these utilities.

Cell phone and pager services may be taxed at the same rate as other telephone services; however, the federal internet Tax Freedom Act Amendments Act of 2007, Public Law 110-108, prohibits the imposition of state and local taxes on internet services.

In Chehalis, a 6% tax is collected on cable TV, electricity, natural gas, telephone, water, sewer, and garbage.

Real Estate Excise Tax (REET)

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

Cities are also authorized (RCW 82.46) to impose a local tax of 0.25% of the purchase price of real estate within the city limits. The Growth Management Act authorizes collection of another 0.25%. Both the first and second 0.25% are to be used solely for financing capital projects specified in the City's Capital Facilities Plan. Capital projects are defined as those public works projects of a local government for the planning, acquisition, construction, reconstruction, repair, replacement, rehabilitation, or improvement of streets, roads, highways, sidewalks, street and road lighting systems, traffic signals, bridges, domestic water systems, storm and sanitary sewer systems, and parks. In additional, the first 0.25% may be used for acquisition of parks and recreation facilities. However, the acquisition of land for parks is not a permitted use of the second 0.25% funds.

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

Business & Occupation (B&O) Tax

RCW 35.11 authorizes cities to collect this tax on the gross revenue or grow income of businesses conducting business within the City limits, not to exceed a rate of 0.2%.

B&O taxes are imposed by the legislative body and do not require voter approval unless the rate exceeds 0.2% of gross receipts or gross income. However, all ordinances that imposes B&O tax for the first time or raise rates must provide for a referendum procedure using the procedures in RCW 35.21.706, regardless of whether or not the city has otherwise adopted powers of initiative and referendum.

All revenues generated by a B&O tax are unrestricted and may be used for any lawful governmental purposes. The City of Chehalis does not have this tax, so this revenue source is not available.

Hotel/Motel Tax

Hotel/Motel tax is levied upon charges made for the furnishing of lodging by a hotel, rooming house, tourist court, motel, trailer camp and other transient accommodations in the City. Most cities may impose a "basic" 2% tax under RCW 67.28.180 on all charges for furnishing lodging at hotels, motels, and similar establishments (including bed & breakfasts and RV parks) for a continuous period of less than one month. The tax is taken as a credit against the state sales tax, so that what a patron pays in retail sales tax and the hotel/motel tax combined is equal to the retail sales tax in the jurisdiction. It is collected and administered by the Washington State Department of Revenue. State law requires that these taxes be credited to a

special fund with limitations on use, principally to generate tourism/convention activities that bring new visitors to our area, as prescribed by RCW 67.28.310. The City of Chehalis has created the Tourism Fund for this purpose. Cities with over 5,000 population, like Chehalis, are required to have a "Lodging Tax Advisory Committee" of at least five members appointed by the City Council.

Leasehold Excise Tax

The State of Washington imposes a 12.84% leasehold excise tax on the act or privilege of occupying or using publicly owned, or specified privately owned, real or personal property. In addition, any city or town is authorized to levy and collect a leasehold excise tax up to 4% of the taxable rent on the occupancy or use of the same publicly owned real or personal property within its jurisdictional limits. Counties have similar leasehold excise tax authority up to a rate of 6%. These local leasehold excise taxes do not require voter approval. The City imposes a 4% leasehold excise tax of taxable rent. The City collects the 12.84% leasehold tax and remits the full amount to the Department of Revenue (DOR). The DOR, after deducting an administrative fee, distributes the taxes back to cities on a bimonthly basis.

LICENSES & PERMITS

Building Related Permits

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

Planning/Land Development Permits

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

Business Licenses and Permits

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

Franchise Fees

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

INTERGOVERNMENTAL REVENUES

State Shared Revenues

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

2020 State Shared Revenues - Estimated		
Share Revenues	Per Capita Amount	Est. 2020 Revenue
Liquor Profits	$ 8.02	$ 60,430
Liquor Tax	$ 5.49	$ 41,370
Criminal Justice - Population Based	$ 0.31	$ 2,340
Criminal Justice - Special Program	$ 1.12	$ 8,440
Gas Tax	$ 20.06	$ 151,152
Increased Gas Tax	$ 1.19	$ 8,967
Multi-Modal Distribution	$ 1.36	$ 10,250
Marijuana Excise Tax	$ -	$ -
Total	**$ 37.55**	**$ 282,949**

The population figure used in the 2020 Budget is 7,535 as determined by the Office of Financial Management for Washington State as of April 1, 2019. This figure is important when determining distribution of state shared revenues on a per capita basis. The above table shows the amount of state shared revenues projected in the 2020 Budget.

Motor Vehicle Excise Tax

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

Liquor Excise Tax and Liquor Profits

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

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

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

Marijuana Excise Tax

The Legislature amended the state’s marijuana regulatory and taxation system in 2013, providing for revenue sharing with cities and counties. The state distributes a portion of the marijuana excise taxes to the Liquor and Cannabis Board (LCB) and various state agencies and programs on a quarterly basis. The intent for the use of this fund in Initiative 502 are: to allow law enforcement resources to be focused on violent and property crimes, education, health care, research, substance abuse prevention, and drug enforcement activities. The 2020 budget includes an estimated revenue of $39,280.

Criminal Justice Revenues

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

Motor Vehicle Fuel Tax (Gas Tax)

Fuel taxes in Washington are assessed as cents per gallon sold, not the dollar value of the sales, which means that MVFT distributions depend on the number of gallons sold, not the price per gallon. Cities and towns receive MVFT distributions on a per capita basis. Revenues must be placed in a designated city street fund and used for highway or street purposes, including the construction, maintenance, and operations of city streets and roads. Cities must use at least 0.42% for pedestrian, equestrian, or bicycle trails, unless such amount would be $500 or less per year. The gas tax revenue is budgeted in the Arterial Street fund.

Increased Motor Vehicle Fuel Tax and Multi-Modal Distribution

Counties, cities and towns receives a share of the multi-modal funds and the increase in fuel tax as a result of 2ESSB 5987. The state provides a set amount of revenue deposited into the Multimodal Transportation Account to counties, cities and towns. One-half of the funds are to be distributed to cities as provided under RCW 46.68.110(4). The legislation, adopted in 2015, provided for direct distributions to be phased in from

FY 2016-2017. Beginning with FY 2018, 2ESSB 5987 provides over $25 million annually to counties, cities, and towns, allocable as follows: Increase MVFT $11,719,000 per year; Muti-modal funds $13,393,000 per year. These revenues are split equally between cities and counties. City distributions are based on population, while county distributions are established by the same County Road Administration Board (CRAB) formula as the MVFT and set at the annual CRAB board meeting in late July,

CHARGES FOR SERVICES

Planning and Development Fees

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

Water Utility Rates

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

Wastewater Utility Rates

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

Stormwater Utility Rates

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

MISCELLANEOUS REVENUE

Investment Income

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

Rentals and Leases

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

Other Financing Sources

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

Interfund Transfers

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

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Ordinance No. XXX-B

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Ordinance XXX-B
Exhibit "A"
2020 BUDGET SUMMARY - ALL FUNDS

FUND NO.	FUND NAME	ESTIMATED BEGINNING FUND BALANCE 01/01/2020	REVENUES	TRANSFER IN	TOTAL RESOURCES	EXPENDITURES	TRANSFER OUT	ESTIMATED ENDING FUND BALANCE 12/31/2020	INCRESAE (DECREASE) IN FUND BALANCE	% CHANGE
001	General Fund	$ 1,099,370	$ 9,932,976	$ 45,000	$ 11,077,346	$ 10,084,859	$ 239,959	$ 752,528	$ (346,842)	-31.5%
003	Dedicated Street Fund	203,450	3,050	49,530	256,030	201,520	-	54,510	(148,940)	-73.2%
004	Building Abatement Fund	103,065	1,600	-	104,665	-	45,000	59,665	(43,400)	-42.1%
005	LEOFF 1 OPEB Reserve Fund	-	-	233,549	233,549	223,500	-	10,049	10,049	0.0%
102	Arterial Street Fund	122,264	162,399	-	284,663	166,019	-	118,644	(3,620)	-3.0%
103	Transportation Benefit District Fund	2,020,380	1,174,960	-	3,195,340	1,500,000	-	1,695,340	(325,040)	-16.1%
107	Tourism Fund	213,618	243,630	-	457,248	279,435	63,396	114,417	(99,201)	-46.4%
110	Compensated Absences Reserve Fund	196,762	3,640	-	200,402	71,488	-	128,914	(67,848)	-34.5%
195	Community Development Block Grant Fund	24,478	480	-	24,958	1,000	-	23,958	(520)	-2.1%
197	HUD Block Grant Fund	87,839	1,720	-	89,559	2,000	-	87,559	(280)	-0.3%
200	General Obligation Bond Fund	1	-	160,914	160,915	160,915	-	-	(1)	-100.0%
301	Public Facilities Reserve Fund	1,246,695	8,400	-	1,255,095	911,393	-	343,702	(902,993)	-72.4%
302	Automotive/Equipment Reserve Fund	227,968	3,640	-	231,608	181,083	-	50,525	(177,443)	-77.8%
305	First Quarter REET Fund	127,977	112,980	-	240,957	-	39,982	200,975	72,998	57.0%
306	Second Quarter REET Fund	144,084	113,300	-	257,384	-	33,156	224,228	80,144	55.6%
402	Garbage Fund	8,216	6,730	-	14,946	6,610	-	8,336	120	1.5%
404	Wastewater Fund	4,790,049	5,580,395	-	10,370,444	5,124,563	-	5,245,881	455,832	9.5%
405	Water Fund	7,196,071	3,208,280	-	10,404,351	4,672,394	-	5,731,957	(1,464,114)	-20.3%
406	Storm and Surface Water Fund	1,391,545	735,695	-	2,127,240	682,833	-	1,444,407	52,862	3.8%
407	Airport Fund	1,403,454	1,872,094	-	3,275,548	1,483,238	-	1,792,310	388,856	27.7%
611	Firemen's Pension Fund	1,019,936	31,050	-	1,050,986	12,770	67,500	970,716	(49,220)	-4.8%
633*	Agency Fund	9,904	275,340	-	285,244	272,510	-	12,734	2,830	28.6%
TOTALS		**$ 21,637,126**	**$ 23,472,359**	**$ 488,993**	**$ 45,598,478**	**$ 26,038,130**	**$ 488,993**	**$ 19,071,355**	**$ (2,565,771)**	**-11.9%**

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

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2020 REVENUE BUDGET SUMMARY - ALL FUNDS

FUND NO.	FUND NAME	ESTIMATED BEGINNING CASH JANUARY 1, 2020	REVENUES	TRANSFER IN	TRANSFER TYPE	TOTAL REVENUES	TOTAL APPROPRIATION WITH FUND BALANCE
001	General Fund	$ 1,099,370	$ 9,932,976	$ 45,000	1	$ 9,977,976	$ 11,077,346
003	Dedicated Street Fund	203,450	3,050	49,530	1, 2	52,580	256,030
004	Building Abatement Fund	103,065	1,600	-		1,600	104,665
005	LEOFF 1 OPEB Reserve Fund	-	-	233,549	1	233,549	233,549
102	Arterial Street Fund	122,264	162,399			162,399	284,663
103	Transportation Benefit District Fund	2,020,380	1,174,960			1,174,960	3,195,340
107	Tourism Fund	213,618	243,630			243,630	457,248
110	Compensated Absences Reserve Fund	196,762	3,640			3,640	200,402
195	Community Development Block Grant Fund	24,478	480			480	24,958
197	HUD Block Grant Fund	87,839	1,720			1,720	89,559
200	General Obligation Bond Fund	1	-	160,914	2	160,914	160,915
301	Public Facilities Reserve Fund	1,246,695	8,400	-		8,400	1,255,095
302	Automotive/Equipment Reserve Fund	227,968	3,640			3,640	231,608
305	First Quarter REET Fund	127,977	112,980			112,980	240,957
306	Second Quarter REET Fund	144,084	113,300			113,300	257,384
402	Garbage Fund	8,216	6,730			6,730	14,946
404	Wastewater Fund	4,790,049	5,580,395			5,580,395	10,370,444
405	Water Fund	7,196,071	3,208,280			3,208,280	10,404,351
406	Storm and Surface Water Fund	1,391,545	735,695			735,695	2,127,240
407	Airport Fund	1,403,454	1,872,094			1,872,094	3,275,548
611	Firemen's Pension Fund	1,019,936	31,050			31,050	1,050,986
633*	Agency Fund	9,904	275,340			275,340	285,244
TOTALS		**$ 21,637,126**	**$ 23,472,359**	**$ 488,993**		**$ 23,961,352**	**$ 45,598,478**
						-	-

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

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2020 EXPENDITURE BUDGET SUMMARY - ALL FUNDS

FUND NO.	FUND NAME	OPERATING PURPOSE	DEBT SERVICE PURPOSE	CAPITAL PURPOSE	TRANSFER OUT	TRANSFER TYPE	TOTAL EXPENDITURES	ESTIMATED ENDING CASH	2020 TOTAL APPROPRIATION WITH FUND BALANCE
001	General Fund	$ 9,885,496	$ 114,432	$ 84,931	$ 239,959	1, 2	$ 10,324,818	$ 752,528	$ 11,077,346
003	Dedicated Street Fund	156,000	28,520	17,000			201,520	54,510	256,030
004	Building Abatement Fund	-			45,000	1	45,000	59,665	104,665
005	LEOFF 1 OPEB Reserve Fund	223,500					223,500	10,049	233,549
102	Arterial Street Fund	166,019					166,019	118,644	284,663
103	Transportation Benefit District Fund			1,500,000			1,500,000	1,695,340	3,195,340
107	Tourism Fund	279,435			63,396	2	342,831	114,417	457,248
110	Compensated Absences Reserve Fund	71,488					71,488	128,914	200,402
195	Community Development Block Grant Fund	1,000					1,000	23,958	24,958
197	HUD Block Grant Fund	2,000					2,000	87,559	89,559
200	General Obligation Bond Fund		160,915				160,915	-	160,915
301	Public Facilities Reserve Fund			911,393			911,393	343,702	1,255,095
302	Automotive/Equipment Reserve Fund			181,083			181,083	50,525	231,608
305	First Quarter REET Fund				39,982	2	39,982	200,975	240,957
306	Second Quarter REET Fund				33,156	2	33,156	224,228	257,384
402	Garbage Fund	6,610					6,610	8,336	14,946
404	Wastewater Fund	3,143,675	1,880,055	100,833			5,124,563	5,245,881	10,370,444
405	Water Fund	2,341,951	286,478	2,043,965			4,672,394	5,731,957	10,404,351
406	Storm and Surface Water Fund	507,633		175,200			682,833	1,444,407	2,127,240
407	Airport Fund	1,347,453	100,285	35,500			1,483,238	1,792,310	3,275,548
611	Firemen's Pension Fund	12,770			67,500	1	80,270	970,716	1,050,986
633*	Agency Fund	272,510					272,510	12,734	285,244
TOTALS		**$ 18,417,540**	**$ 2,570,685**	**$ 5,049,905**	**$ 488,993**		**$ 26,527,123**	**$ 19,071,355**	**$ 45,598,478**
							-	-	-

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

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ALL FUNDS

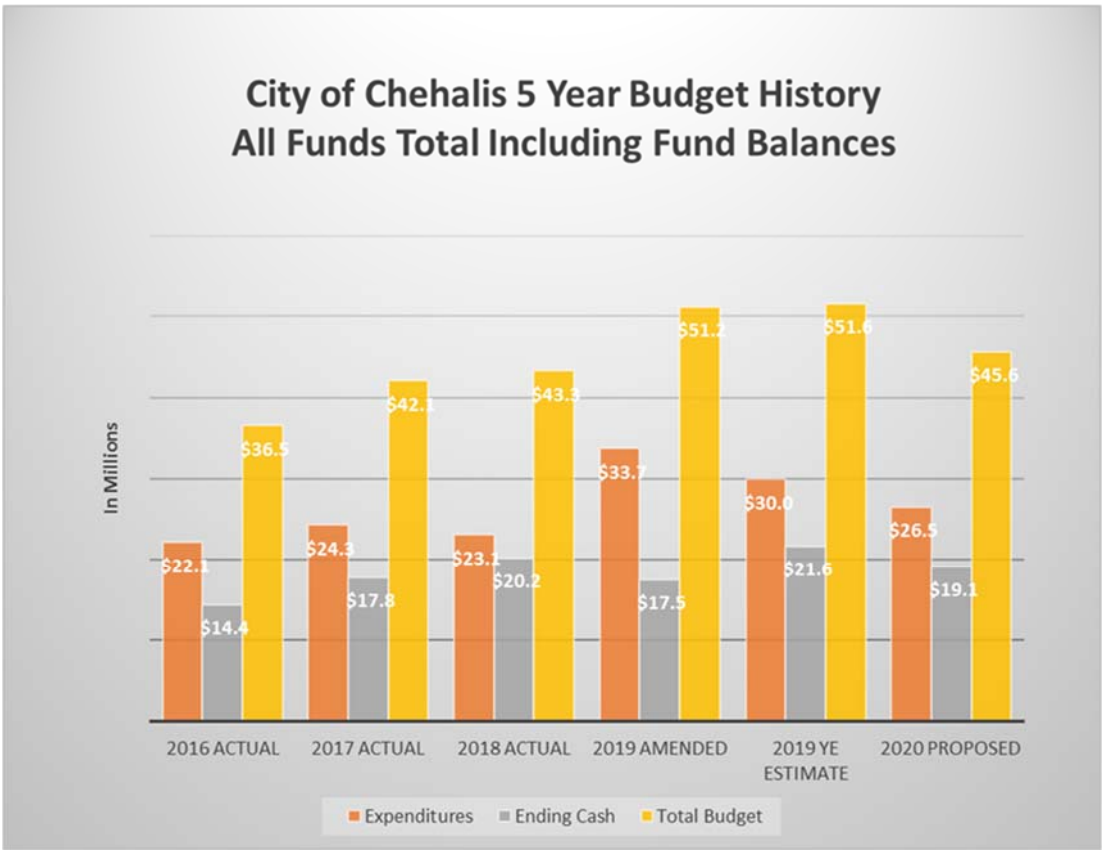
SUMMARY OF BUDGET TOTALS
FUND TOTALS INCLUDING FUND BALANCES
Expenditures Plus Ending Cash Balance

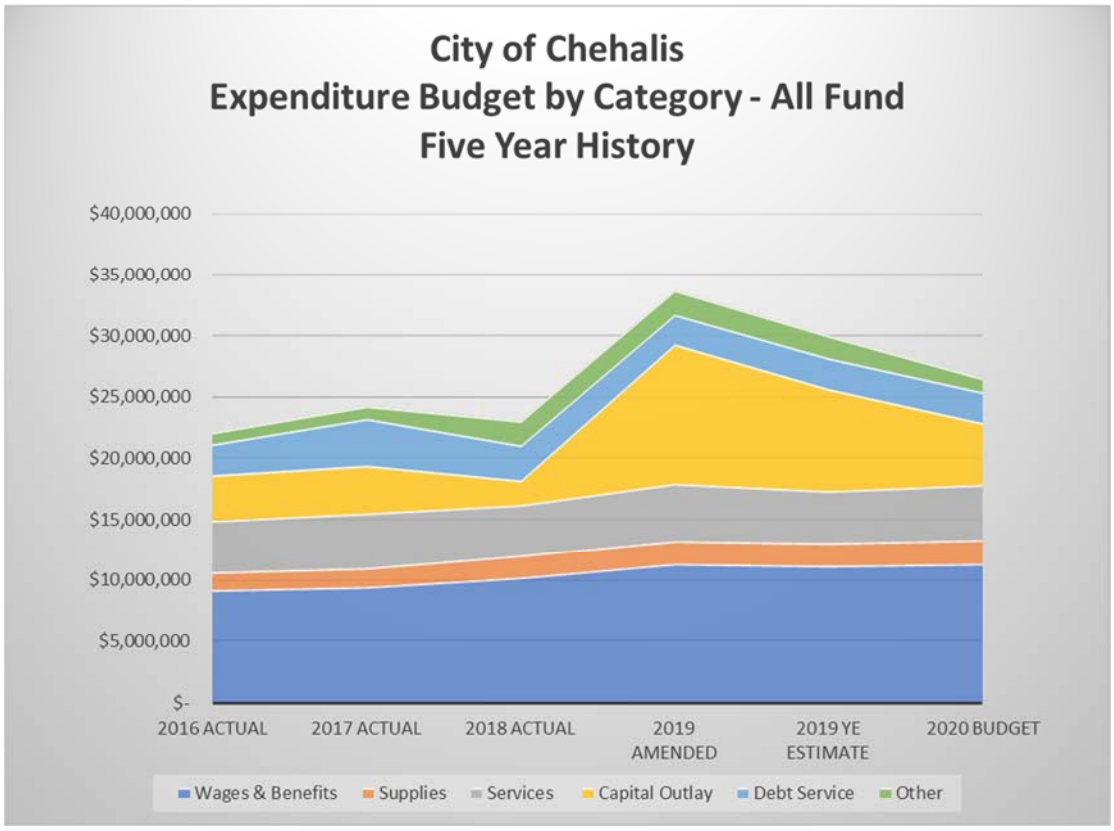
FUND NAME	2017 Actual	2018 Actual	2019 Amended Budget	2019 Year-End Estimate	2020 Proposed Budget	2020 Change from 2019 Amended Budget	% Change from 2019 Amended Budget
General	$ 11,287,541	$ 11,810,404	$ 11,927,924	$ 11,830,406	$11,077,346	$ (850,578)	-7.1%
Dedicated Street	459,906	338,928	363,290	374,165	256,030	(107,260)	-29.5%
Building Abatement	100,109	101,209	181,539	183,065	104,665	(76,874)	-42.3%
LEOFF 1 OPEB Reserve	-	-	-	-	233,549	233,549	0.0%
Arterial Street	266,438	280,050	290,646	292,666	284,663	(5,983)	-2.1%
Transportation Benefit District	382,637	1,528,637	2,102,676	2,274,280	3,195,340	1,092,664	52.0%
Tourism	524,855	566,829	589,928	607,053	457,248	(132,680)	-22.5%
Compensated Absences Reserve	-	93,841	195,691	196,762	200,402	4,711	2.4%
1982-93 CDBG	111	24,190	25,190	24,678	24,958	(232)	-0.9%
HUD Block Grant	70,943	86,259	87,679	87,839	89,559	1,880	2.1%
General Obligation Bonds	98,956	102,507	99,564	99,564	160,915	61,351	61.6%
Public Facilities Reserve	100,040	920,666	4,787,914	4,794,910	1,255,095	(3,532,819)	-73.8%
Auto/Equipment Reserve	463	94,311	276,321	279,748	231,608	(44,713)	-16.2%
First Quarter Percent REET	317,673	305,576	168,992	168,798	240,957	71,965	42.6%
Second Quarter Percent REET	297,397	394,958	178,239	177,935	257,384	79,145	44.4%
Garbage	14,034	13,797	14,451	14,506	14,946	495	3.4%
Wastewater	10,722,510	10,304,332	10,585,142	10,635,725	10,370,444	(214,698)	-2.0%
Water	10,027,320	10,250,673	10,323,512	10,495,412	10,404,351	80,839	0.8%
Storm and Surface Water	1,528,069	1,772,044	2,065,432	2,002,602	2,127,240	61,808	3.0%
Airport	4,821,672	3,075,673	5,474,591	5,701,863	3,275,548	(2,199,043)	-40.2%
Firemen's Pension	762,320	911,124	1,068,555	1,069,929	1,050,986	(17,569)	-1.6%
Agency	278,044	284,930	364,114	279,454	285,244	(78,870)	-21.7%
TOTALS	**$ 42,061,038**	**$ 43,260,938**	**$ 51,171,390**	**$ 51,591,360**	**$ 45,598,478**	**$ (5,572,912)**	**-10.9%**

ALL FUNDS

SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

Category	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 Year-End Estimates	2020 Proposed Budget	2020 Change from 2019 Amended Budget	% Change from 2019 Amended Budget
REVENUE SOURCE							
Tax Revenues:							
Property Tax	$ 1,775,967	$ 1,906,623	$ 1,926,749	$ 1,892,920	$ 1,937,842	$ 11,093	0.6%
Sales Tax	4,732,017	5,108,799	5,142,110	5,104,797	5,147,500	5,390	0.1%
Sales Tax - TBD	382,257	1,154,400	989,591	1,133,748	1,156,420	166,829	16.9%
Hotel/Motel Tax	258,654	248,811	225,185	236,400	239,950	14,765	6.6%
Utility Tax	1,638,636	1,594,782	1,576,490	1,489,542	1,592,635	16,145	1.0%
Real Estate Excise Tax	197,967	255,354	211,660	209,172	220,840	9,180	4.3%
Other Taxes	51,213	55,336	46,670	43,956	50,168	3,498	7.5%
Total Tax Revenues	**9,036,711**	**10,324,105**	**10,118,455**	**10,110,535**	**10,345,355**	**226,900**	**2.2%**
Other Revenues:							
Licenses and Permits	201,154	172,745	187,925	225,418	199,780	11,855	6.3%
Intergovernmental Grants	2,457,424	537,898	4,372,562	4,425,354	38,906	(4,333,656)	-99.1%
State Shared Revenues	397,571	423,024	398,558	426,859	410,979	12,421	3.1%
Fees for Goods and Services	9,265,837	9,384,667	9,408,974	9,478,844	9,473,340	64,366	0.7%
Hookup/Connection Fees	507,680	137,265	144,940	163,370	269,440	124,500	85.9%
Capacity Charge	277,378	277,378	277,378	277,378	277,380	2	0.0%
Fines and Penalties	194,670	214,207	195,740	221,600	210,160	14,420	7.4%
Interest Earnings	117,858	307,997	142,978	465,394	326,280	183,302	128.2%
Rents and Leases	1,149,680	1,254,574	1,214,507	1,165,617	1,235,604	21,097	1.7%
Other Misc. Revenues	95,730	300,623	1,505,624	1,497,671	28,250	(1,477,374)	-98.1%
Custodial Receipts	543,995	672,396	647,998	582,307	573,845	(74,153)	-11.4%
Interfund Loan Repayment	-	16,590	68,095	68,095	69,490	1,395	2.0%
Interfund Loan Financing	-	279,427	-	-	-	-	0.0%
Proceeds from Disposal of Asset	2,873	19,769	-	467	-	-	0.0%
Other Financing	2,909,276	19,539	900,000	903,939	-	(900,000)	-100.0%
Contributions from General Fund- Prop Tax	-	-	165,126	165,126	-	-	0.0%
Contributions from General Fund- Fire Ins Tax	-	-	13,550	13,934	13,550	-	0.0%
Transfers In	481,967	1,134,555	1,212,583	1,207,965	488,993	-	0.0%
Total Other Revenues	**18,603,093**	**15,152,654**	**20,856,538**	**21,289,338**	**13,615,997**	**(6,351,825)**	**-30.5%**
TOTAL REVENUES	**$ 27,639,804**	**$ 25,476,759**	**$ 30,974,993**	**$ 31,399,873**	**$ 23,961,352**	**$ (6,124,925)**	**-19.8%**
EXPENDITURES							
Salaries/Wages	$ 6,308,139	$ 6,747,664	$ 7,478,258	$ 7,421,277	$ 7,593,670	115,412	1.5%
Benefits	3,161,314	3,518,067	3,924,395	3,807,424	3,785,818	(138,577)	-3.5%
Supplies	1,552,082	1,794,739	1,880,970	1,881,830	2,001,936	120,966	6.4%
Services and Charges	4,526,815	4,198,967	4,686,200	4,276,180	4,476,390	(209,810)	-4.5%
Capital Outlay	3,885,973	1,979,098	11,305,872	8,313,322	5,049,905	(6,255,967)	-55.3%
Debt Service and Issuance Cost	3,820,145	2,816,202	2,495,383	2,489,630	2,497,085	1,702	0.1%
Interfund Loan	-	279,427	-	-	-	-	0.0%
Interfund Loan Repayment	-	16,590	68,095	68,095	73,600	5,505	8.1%
Other Use	267,374	281,047	360,252	269,780	272,730	(87,522)	-24.3%
Custodial Disbursement	273,050	298,182	287,474	250,797	296,825	9,351	3.3%
Transfer Out	481,967	1,134,555	1,212,583	1,202,533	488,993	(723,590)	-59.7%
Interfund Service	-	3	(5)	(21,724)	(9,829)	(9,824)	196480.0%
TOTAL EXPENDITURES	**$ 24,276,859**	**$ 23,064,541**	**$ 33,699,477**	**$ 29,959,144**	**$ 26,527,123**	**$ (7,172,354)**	**-21.3%**
Increase (Decrease) in Fund Balance	**$ 3,362,945**	**$ 2,412,218**	**$ (2,724,484)**	**$ 1,440,729**	**$ (2,565,771)**	**$ 158,713**	-5.8%
Beginning Cash, January 1	**14,421,234**	**17,784,179**	**20,196,397**	**20,196,397**	**21,637,126**	**1,440,729**	**7.1%**
ENDING CASH, DECEMBER 31	**$ 17,784,179**	**$ 20,196,397**	**$ 17,471,913**	**$ 21,637,126**	**$ 19,071,355**	**$ 1,599,442**	**9.2%**


City of Chehalis 5 Year Budget History
All Funds Total Including Fund Balances
In Millions
$22.1
$14.4
$36.5
$24.3
$17.8
$42.1
$23.1
$20.2
$43.3
$33.7
$17.5
$51.2
$30.0
$21.6
$51.6
$26.5
$19.1
$45.6
2016 ACTUAL
2017 ACTUAL
2018 ACTUAL
2019 AMENDED
2019 YE ESTIMATE
2020 PROPOSED
Expenditures
Ending Cash
Total Budget


City of Chehalis
Expenditure Budget by Category - All Fund
Five Year History
$40,000,000
$35,000,000
$30,000,000
$25,000,000
$20,000,000
$15,000,000
$10,000,000
$5,000,000
$-
2016 ACTUAL
2017 ACTUAL
2018 ACTUAL
2019 AMENDED
2019 YE ESTIMATE
2020 BUDGET
Wages & Benefits
Supplies
Services
Capital Outlay
Debt Service
Other

2020 Capital Budget

Department/Description	2019 2nd Amended Budget	2019 Year-End Estimate	2020 Budget
General Fund (001)			
Non-Department - Cashiering software	$ 5,000	$ -	$ 15,000
Finance - Fixed Assets Software			15,280
Facilities and Parks - Capital Lease Payment for Mowers			7,500
Facilities and Parks - Spare Pump			12,542
Facilities and Parks - Mower			15,000
Street - 3% Public Works Director vehicle	1,200	510	-
Street - Generator set for Public Works Office			18,935
Street - Lease payment for KIP plotter			674
Total General Fund	**6,200**	**510**	**84,931**
Dedicated Street Fund			
Variable message board	15,000	16,332	17,000
Total Dedicated Street Fund	**15,000**	**16,332**	**17,000**
Transportation Benefit District (TBD) Fund			
Design work for National Avenue, Chehalis Avenue & Pacific Avenue	350,000	188,900	-
Design work for Kresky			13,000
Design work for Pacific Avenue			195,000
Design work for Chehalis Avenue			45,000
Construction of Pacific Avenue between Main and Park Street	825,000	85,000	1,150,000
Construction work for Kresky			97,000
Total TBD Fund	**1,175,000**	**273,900**	**1,500,000**
Public Facilities Reserve Fund			
Complete Recreation Park Plan	14,724	14,724	-
Shaw Aquatics Center Pool Liner Project	285,215	285,215	-
Recreation Park Renovation Construction	4,146,669	3,235,276	911,393
Total Public Facilities Reserve Fund	**4,446,608**	**3,535,215**	**911,393**
Automotive Equipment Reserve Fund			
Police - Patrol vehicle	39,780	39,780	40,000
Police - Admin Car			25,000
Fire - 1 Ton Truck for Brush Fire	30,000	-	40,000
Fire - Electronic Gurney			45,306
Fire - Hurst Tool			30,777
Parks and recreation - Admin car (used)	12,000	12,000	-
Total Automotive Equipment Reserve Fund	**81,780**	**51,780**	**181,083**
Wastewater Fund			
Riverside Force Main Replacement Project	712,868	800,000	-
Utility billing software (35%)	52,500	-	-
Various New Equipment	43,800	28,790	-
Public Works Director Vehicle	7,600	7,600	-
Design of SBR Waste Piping Modification Project	25,000	18,000	-
WAS Piping Modification			75,000
Replace 2 computers			4,000
Generator Set for Public Works Office			18,935
Lease payment for Kip Plotter			2,898
Total Wastewater Fund	**841,768**	**854,390**	**100,833**
Water Fund			
Engineering services for the 2018 Water System Plan update	100,000	75,000	-
Engineering for High-Level Pump Station Construction	100,000	50,000	-
Design of Environmental Permitting of the Chehalis River Pump Line Replacement	250,000	180,000	-
Engineering Service for Water Main Replacement from Main Street to Park Street	80,000	40,000	-
Construction of High-Level Pump Station Replacement	350,000	-	350,000
Design & Engineering for Chehalis Pump line			275,000
Design & Engineering other			20,000
Advertising			1,000

Department/Description	2019 2nd Amended Budget	2019 Year-End Estimate	2020 Budget
Replace windows and ceiling at WFP			35,000
Utility billing software (45%)	67,500	-	-
Generator set for Public Works Office			19,000
Replace a totaled vehicle			40,000
Fork Life at WFP			11,000
Fluoride Machine	40,000	-	40,000
Public Works Director Vehicle & Various new equipment	25,600	25,600	-
Pacific Avenue Water Line replacement	450,000	-	450,000
Chehalis Avenue Waterline Replacement			800,000
Lease payment for KIP Plotter			2,965
Total Water Fund	**1,463,100**	**370,600**	**2,043,965**
Storm & Surface Water Fund			
Pacific Avenue storm line replacement	175,000	-	175,000
Utility Billing Software (20%)	30,000	-	-
Public Works Director Vehicle	800	338	-
Rate Study	35,000	-	-
Lease payment for KIP Plotter			200
Total Storm & Surface Water Fund	**240,800**	**338**	**175,200**
Airport Fund			
Taxiway realignment project	2,803,678	2,803,678	-
New roof and windows for restroom facilities	30,000	-	1,000
Above ground fuel storage	60,000	-	-
Pull tank sprayer and tractor	80,000	54,000	-
Zero turn mower and other	-	-	23,000
New Printer/Copier			11,500
Total Airport Fund	**2,973,678**	**2,857,678**	**35,500**
GRAND TOTAL	**$ 11,243,934**	**$ 7,960,743**	**$ 5,049,905**

City of Chehalis
2020 Budget
Schedule of Interfund Transfers

		Transfer-In (Receiving Funds)					
Transfer-out (Transferring Fund)	**Total Transfer Out**	**General Fund Current Expense (001)**	**Dedicated Street Fund (003)**	**LEOFF 1 OPEB Reserve Fund (005)**	**G.O Bond Fund (200)**	**Total Transfer In**	**Purposes**
General Fund	$ 24,380				$ 24,380	$ 24,380	2011 LTGO City Hall debt service share 25%
General Fund	49,530		49,530			49,530	1% of sales tax for street maintenance
General Fund	166,049			166,049		166,049	22.5 cents pension levy for LEOFF 1 OPEB
General Fund	-	45,000				45,000	From Building Abatement Fund for operating
Total General Fund (001)	**239,959**	**45,000**	**49,530**	**166,049**	**24,380**	**284,959**	
Building Abatement Fund	45,000					-	To General Fund for general operating
Total Building Abatement Fund	**45,000**	-	-	-	-	-	
Tourism Fund	63,396				63,396	63,396	2019 LTGO Bond Debt Service - Rec Park
Total Tourism Fund (107)	**63,396**	-	-	-	**63,396**	**63,396**	
						-	
Frist Quarter REET Fund	39,982				39,982	39,982	2011 LTGO Bond City Hall debt service share 41%
Total First Quarter REET Fund (305)	**39,982**	-	-	-	**39,982**	**39,982**	
Second Quarter REET Fund	33,156				33,156	33,156	2011 LTGO City Hall debt service share 34%
Total Second Quarter REET Fund (306)	**33,156**	-	-	-	**33,156**	**33,156**	
Firemen's Pension Fund	67,500			67,500		67,500	Pre-LEOFF firefighter medical benefits
Total Firemen's Pension Fund (611)	**67,500**		-	**67,500**	-	**67,500**	
						-	
Total Transfers	**$ 488,993**	**$ 45,000**	**$ 49,530**	**$ 233,549**	**$ 160,914**	**$ 488,993**	

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

Department / Classification	2017 Actual	2018 Actual	2019 Amended Budget	2020 Proposed Budget	2020 Changes from 2019
GENERAL FUND					
CITY MANAGER					
City Manager	1.00	1.00	1.00	1.00	0.00
Administrative Assistant	1.00	1.00	1.00	1.00	0.00
Total City Manager Employees (FTE)	**2.00**	**2.00**	**2.00**	**2.00**	**0.00**
CITY CLERK					
City Clerk	1.00	1.00	1.00	1.00	0.00
Total City Clerk Employees (FTE)	**1.00**	**1.00**	**1.00**	**1.00**	**0.00**
MUNICIPAL COURT					
Judge	0.35	0.35	0.35	0.35	0.00
Court Administrator	1.00	1.00	1.00	1.00	0.00
Court Clerk	1.00	1.00	1.00	1.00	0.00
Judicial Assistant /Sentence Monitor	0.73	0.73	0.73	0.73	0.00
Court Bailiff (PT)	0.10	0.10	0.10	0.10	0.00
Total Municipal Court Employees (FTE)	**3.18**	**3.18**	**3.18**	**3.18**	**0.00**
FINANCE					
Finance Director	1.00	1.00	1.00	1.00	0.00
Financial Analyst (PT)	0.00	0.80	0.30	0.30	0.00
Payroll Accountant	1.00	1.00	1.00	1.00	0.00
Accounting Tech II	1.00	1.00	1.00	1.00	0.00
Total Finance Employees (FTE)	**3.00**	**3.80**	**3.30**	**3.30**	**0.00**
HUMAN RESOURCES					
Human Resources/Risk Manager	1.00	1.00	1.00	1.00	0.00
Total Human Resources Employees (FTE)	**1.00**	**1.00**	**1.00**	**1.00**	**0.00**
FACILITIES AND PARKS					
Public Works Director	0.20	0.20	0.05	0.05	0.00
Public Works Office Manager	0.00	0.20	0.20	0.20	0.00
Community Development Director/Engineer	0.00	0.00	0.05	0.00	-0.05
Property/Facilities Manager	0.00	1.00	1.00	1.00	0.00
Property Maintenance Tech. II (Vacant) 1 FTE	0.00	0.00	0.00	0.00	0.00
Property Maintenance Tech. I	5.00	4.00	4.00	4.00	0.00
Property Maintenance Worker (Vacant) 1 FTE	0.00	0.00	0.00	0.00	0.00
Property Maintenance Aide (seasonal)	2.10	0.98	3.10	3.10	0.00
Total Facilities & Parks Employees (FTE)	**7.30**	**6.38**	**8.40**	**8.35**	**-0.05**
FIRE					
Fire Chief	1.00	1.00	1.00	1.00	0.00
Department Administrative Assistant	1.00	1.00	1.00	1.00	0.00
Fire Captain	4.00	4.00	4.00	4.00	0.00
Firefighter/Engineer	7.00	7.00	8.00	8.00	0.00
Firefighter/Paramedic	1.00	1.00	0.00	0.00	0.00
Civil Service Examiner (PT)	0.10	0.10	0.10	0.10	0.00
Total Fire Employees (FTE)	**14.10**	**14.10**	**14.10**	**14.10**	**0.00**
PLANNING AND BUILDING					
Community Development Director/Engineer	0.60	0.55	0.05	0.00	-0.05

FTE Schedule 1 of 4

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

Department / Classification	2017 Actual	2018 Actual	2019 Amended Budget	2020 Proposed Budget	2020 Changes from 2019
Public Works Director	0.00	0.00	0.00	0.05	0.05
Permit Technician	1.00	1.00	1.00	1.00	0.00
Development Review Specialist/Bldg. Inspector	1.00	1.00	1.00	1.00	0.00
Planning and Building Manager	0.00	0.00	0.60	0.60	0.00
Total Planning & Building Employees (FTE)	**2.60**	**2.55**	**2.65**	**2.65**	**0.00**
POLICE					
Chief of Police	1.00	1.00	1.00	1.00	0.00
Deputy Chief	1.00	1.00	1.00	1.00	0.00
Administrative Assistant	1.00	1.00	1.00	1.00	0.00
Records Technician	2.00	2.00	2.00	2.00	0.00
Records Assistant/Evidence Tech	0.00	0.00	1.00	1.00	0.00
Police Sergeant	4.00	4.00	4.00	4.00	0.00
Police Officer	12.00	12.00	12.00	12.00	0.00
Police Officer (vacant) - 1 FTE	0.00	0.00	0.00	0.00	0.00
Parking Enforcement/Evidence Technician	1.00	1.00	0.00	0.00	0.00
Downtown Parking Enforcement (PT)	0.00	0.00	0.50	0.50	0.00
Community Services Officer	1.00	1.00	1.00	1.00	0.00
Civil Service Examiner (PT)	0.05	0.05	0.05	0.05	0.00
Total Police Employees (FTE)	**23.05**	**23.05**	**23.55**	**23.55**	**0.00**
RECREATION					
Administrative Assistant	1.50	1.50	1.50	1.50	0.00
Swimming Pool Staff (Seasonal)	3.00	2.00	3.00	3.00	0.00
Recreational Aides (Seasonal)	1.00	2.08	0.00	0.00	0.00
Recreation/Aquatics Manager	1.00	1.00	1.00	1.00	0.00
Community Development Director	0.00	0.00	0.02	0.00	-0.02
Public Works Director	0.00	0.00	0.00	0.02	0.02
Total Recreation Employees (FTE)	**6.50**	**6.58**	**5.52**	**5.52**	**0.00**
PUBLIC WORKS - STREETS					
Public Works Director	0.20	0.20	0.20	0.08	-0.12
Public Works Office Manager	0.25	0.20	0.20	0.20	0.00
Street/Stormwater Superintendent	0.50	0.50	0.50	0.50	0.00
Vehicle Maintenance Tech.	1.00	1.00	1.00	1.00	0.00
Engineering Tech. III	0.06	0.06	0.30	0.10	-0.20
Engineering Tech II	0.00	0.00	0.30	0.10	-0.20
Equipment Operator I	0.50	0.50	0.50	0.50	0.00
Equipment Operator II	0.50	0.50	0.50	0.50	0.00
Community Development Director	0.00	0.05	0.08	0.00	-0.08
Planning and Building Manager	0.00	0.00	0.10	0.10	0.00
Property Maint. Aide (Seasonal)	0.80	1.20	0.80	0.96	0.16
Traffic Control Technicial	0.00	0.00	0.00	0.00	0.00
Total PW Street Employees (FTE)	**3.81**	**4.21**	**4.48**	**4.04**	**-0.44**
TOTAL GENERAL FUND	**67.54**	**67.85**	**69.18**	**68.69**	**-0.49**
PUBLIC WORKS - ARTERIAL STREET					
Equipment Operator I	0.25	0.25	0.25	0.25	0.00
Equipment Operator II	0.25	0.25	0.25	0.25	0.00
Storm/Wastewater Collection Specialist	0.50	0.50	0.50	0.50	0.00
Total Arterial Street Employees (FTE)	**1.00**	**1.00**	**1.00**	**1.00**	**0.00**

FTE Schedule 2 of 4

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

Department / Classification	2017 Actual	2018 Actual	2019 Amended Budget	2020 Proposed Budget	2020 Changes from 2019
PUBLIC WORKS - WASTEWATER					
Public Works Director	0.20	0.20	0.20	0.20	0.00
Public Works Office Manager	0.25	0.20	0.20	0.20	0.00
Administrative Assistant-PT 0.5 FTE (unfilled)	0.00	0.00	0.50	0.00	-0.50
Wastewater Superintendent	1.00	1.00	1.00	1.00	0.00
Community Development Director/Engineer	0.00	0.10	0.20	0.00	-0.20
Planning and Building Manager	0.00	0.00	0.10	0.10	0.00
Engineering Tech. III	0.43	0.42	0.46	0.43	-0.03
Engineering Tech II	0.00	0.00	0.46	0.43	-0.03
Maintenance Tech - Electrical	1.00	1.00	1.00	1.00	0.00
Lead Wastewater Treatment Plant Operator	1.00	1.00	1.00	1.00	0.00
WW Treatment Operator	3.00	3.00	3.00	3.00	0.00
Wastewater Laboratory Tech. II	1.00	1.00	1.00	1.00	0.00
Wastewater Laboratory Assistant 0.5 FTE (unfilled)	0.00	0.00	0.00	0.00	0.00
Storm/Wastewater Collection Specialist	2.00	2.00	2.00	2.00	0.00
Poplar Tree Plantation Worker/Utility Worker 1	1.00	1.00	1.00	**0.50**	-0.50
Poplar Tree Plantation Worker/Utility Worker II	0.50	0.50	0.50	1.00	0.50
Property Maintenance Aide (Seasonal)	0.92	0.92	0.92	1.22	0.30
Wastewater Operator In-Training	0.00	0.00	0.00	1.00	1.00
Total Wastewater Employees (FTE)	**12.30**	**12.34**	**13.54**	**14.08**	**0.54**
PUBLIC WORKS - WATER					
Public Works Director	0.20	0.20	0.20	0.20	0.00
Public Works Office Manager	0.25	0.20	0.20	0.20	0.00
Community Development Director	0.10	0.10	0.20	0.00	-0.20
Planning and Building Manager	0.00	0.00	0.10	0.10	0.00
Water Superintendent	1.00	1.00	1.00	1.00	0.00
Engineering Tech. III	0.45	0.49	0.49	0.44	-0.05
Engineering Tech II	0.00	0.00	0.49	0.44	-0.05
Maintenance Tech -Electrical	1.00	1.00	1.00	1.00	0.00
Water Treatment Plant Operator II	1.00	1.00	1.00	1.00	0.00
Water Treatment Plant Operator I	2.00	2.00	2.00	2.00	0.00
Water Distribution Operator II	2.00	2.00	2.00	2.00	0.00
Water Distribution Operator I/Meter Reader	2.00	2.00	2.00	2.00	0.00
Public Works Maintenance Aide (Seasonal)	0.68	0.68	0.68	0.48	-0.20
Vehicle Maintenance Tech.	1.00	1.00	1.00	1.00	0.00
Utility Customer Service Rep. (Seasonal)	0.23	0.00	0.00	0.00	0.00
Utility Customer Service Rep. I	1.00	1.00	1.00	1.00	0.00
Utility Customer Service Rep. II	1.00	1.00	1.00	1.00	0.00
Total Water Employees (FTE)	**13.91**	**13.67**	**14.36**	**13.86**	**-0.50**
STORM WATER					
Public Works Director	0.20	0.20	0.20	0.15	-0.05
Street/Stormwater Superintendent	0.50	0.50	0.50	0.50	0.00
Public Works Office Manager	0.25	0.20	0.20	0.20	0.00
Community Development Director	0.15	0.05	0.15	0.00	-0.15
Planning and Building Manager	0.00	0.00	0.10	0.10	0.00
Storm/Wastewater Collection Specialist	1.00	1.00	1.00	1.00	0.00
Storm/Wastewater Collection Specialist	0.50	0.50	0.50	0.50	0.00
Engineering Tech. III	0.06	0.03	0.20	0.03	-0.17
Engineering Tech II	0.00	0.00	0.20	0.03	-0.17

FTE Schedule 3 of 4

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

Department / Classification	2017 Actual	2018 Actual	2019 Amended Budget	2020 Proposed Budget	2020 Changes from 2019
Equipment Operator I	0.25	0.25	0.25	0.25	0.00
Equipment Operator II	0.25	0.25	0.25	0.25	0.00
PW Property Maint. Aide (Seasonal)	0.26	0.26	0.26	0.26	0.00
Total Storm Water Employees (FTE)	**3.42**	**3.24**	**3.81**	**3.27**	**-0.54**
AIRPORT					
Airport Director	1.00	0.00	0.00	0.00	0.00
Community Development Director	0.15	0.15	0.25	0.00	-0.25
Public Works Director	0.00	0.00	0.00	0.25	0.25
Airport Operations Coordinator	0.00	1.00	1.00	1.00	0.00
Airport Maintenance Technician	1.00	1.00	1.00	1.00	0.00
Office Manager	1.00	1.00	1.00	1.00	0.00
Airport Maintenance Worker	1.00	1.00	1.00	1.00	0.00
Planning and Building Manager	0.00	0.00	0.10	0.10	0.00
Summer Intern (Seasonal)	0.25	0.25	0.25	0.25	0.00
Total Airport Employees (FTE)	**4.40**	**4.40**	**4.60**	**4.60**	**0.00**
TOTAL CITY-WIDE EMPLOYEES (FTE)	**102.57**	**102.50**	**106.49**	**105.50**	**-0.99**
Seasonal & Hourly PT	9.16	8.52	9.16	9.42	0.26
Regular FT & Regular PT	93.41	93.98	97.33	96.08	-1.25

FTE Schedule 4 of 4

GENERAL FUND &
GENERAL FUND RESERVE FUNDS

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

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

BUILDING ABATEMENT FUND -The Building Abatement Fund was established by the City Council in 2017 for the purpose of removing hazards to public health and safety and potentially address aesthetic concerns related to abandoned buildings in our community.

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

LEOFF1 OPEB RESERVE FUND – The LEOFF1 OPEB Reserve Fund was established in 2020 for the purpose of providing funds to be used to pay for medical and long-term care benefits to LEOFF1 retirees.

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

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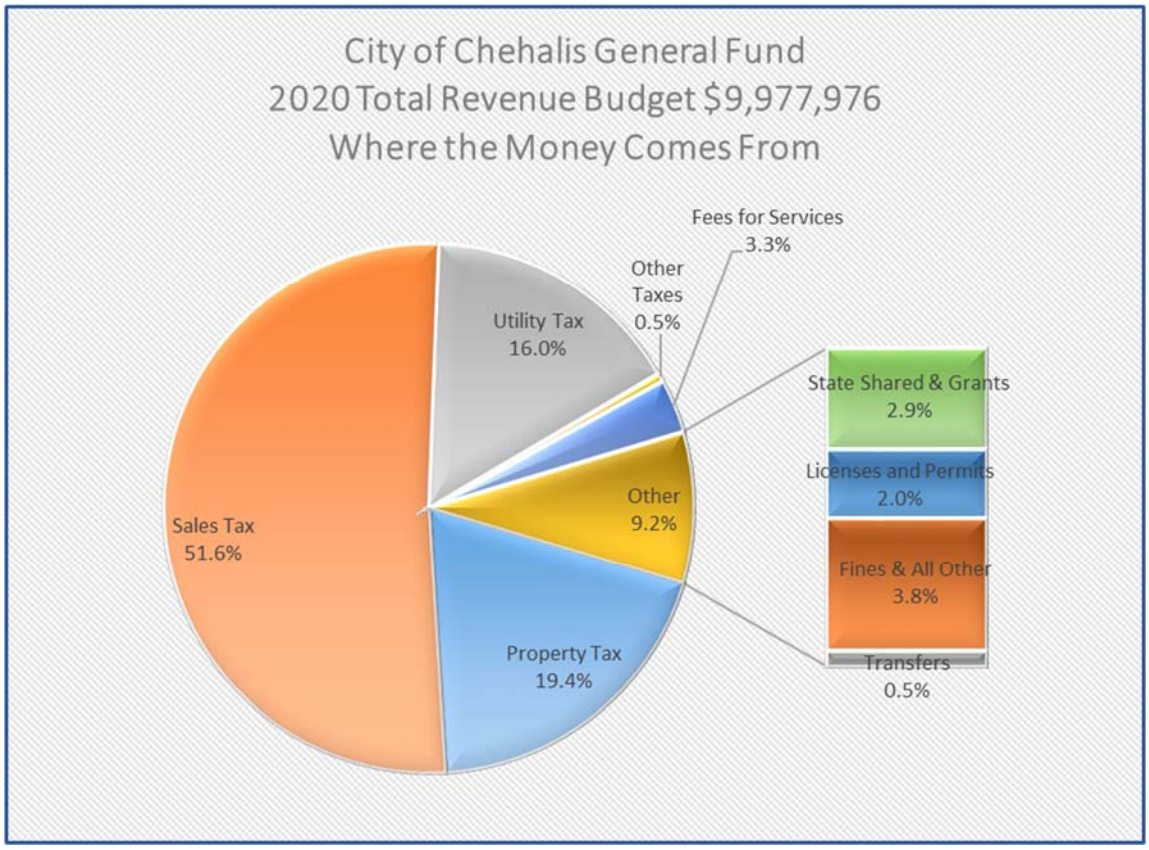
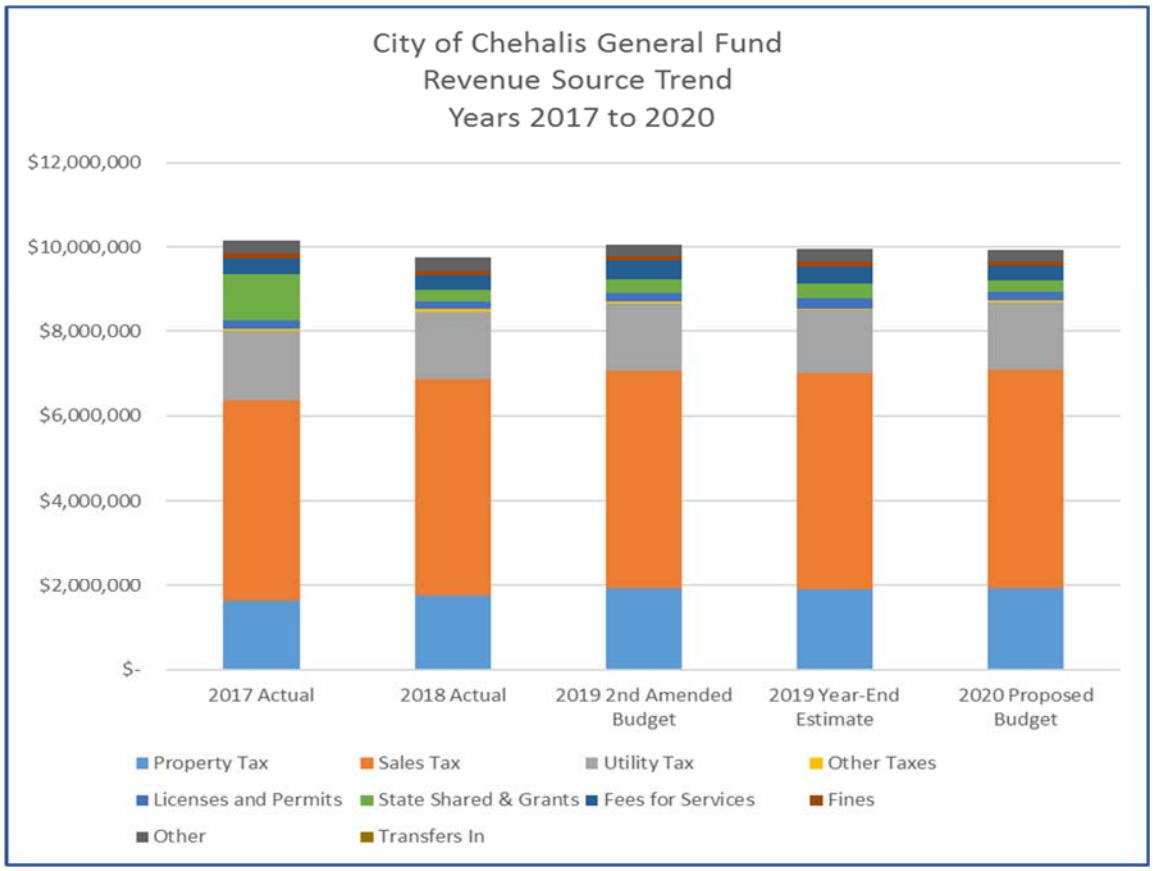
GENERAL FUND

SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

GENERAL FUND	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 Year-End Estimate	2020 Proposed Budget	Change 2020-2019	% Change 2020-2019
REVENUE SOURCE							
Tax Revenues:							
Property Tax	$ 1,632,475	$ 1,750,244	$ 1,926,749	$ 1,892,920	$ 1,937,842	$ 11,093	0.6%
Sales Tax	4,732,017	5,108,799	5,142,110	5,104,797	5,147,500	5,390	0.1%
Utility Tax	1,638,636	1,594,782	1,576,490	1,489,542	1,592,635	16,145	1.0%
Other Taxes	51,213	55,336	46,670	43,956	50,168	3,498	7.5%
Total Tax Revenues	**8,054,341**	**8,509,161**	**8,692,019**	**8,531,215**	**8,728,145**	**36,126**	**0.4%**
Other Revenues:							
Licenses and Permits	201,154	172,745	187,925	225,418	199,780	11,855	6.3%
Intergovernmental Grants	891,694	73,689	127,767	131,940	38,906	(88,861)	-69.5%
State Shared Revenues	222,389	244,994	233,754	262,055	250,860	17,106	7.3%
Fees for Services	370,144	325,759	430,737	380,149	332,380	(98,357)	-22.8%
Fines and Penalties	108,247	116,089	120,110	136,200	120,190	80	0.1%
Interest Earnings	25,921	43,682	28,540	52,790	40,800	12,260	43.0%
Rents and Leases	83,760	98,600	89,020	90,817	88,710	(310)	-0.3%
Other Misc. Revenues	92,221	59,895	29,385	20,463	26,180	(3,205)	-10.9%
Custodial Receipts	98,321	106,314	104,405	114,630	107,025	2,620	2.5%
Proceeds of Long-Term Debt Issue	-	-	-	-	-	-	0.0%
Proceeds from Disposal of Asset	1,433	17,036	-	467	-	-	0.0%
Transfers In	-	-	80,000	80,000	45,000	(35,000)	-43.8%
Total Other Revenues	**2,095,284**	**1,258,803**	**1,431,643**	**1,494,929**	**1,249,831**	**(181,812)**	**-12.7%**
TOTAL REVENUES	**$ 10,149,625**	**$ 9,767,964**	**$ 10,123,662**	**$ 10,026,144**	**$ 9,977,976**	**$ (145,686)**	**-1.4%**
EXPENDITURES							
Salaries/Wages	$ 4,423,387	$ 4,783,975	$ 5,062,185	4,991,882	$ 5,173,876	$ 111,691	2.2%
Benefits	2,148,792	2,439,551	2,619,140	2,538,292	2,354,177	(264,963)	-10.1%
Supplies	415,968	421,715	401,513	380,572	478,656	77,143	19.2%
Services	1,970,040	1,842,591	2,361,242	2,171,559	2,196,811	(164,431)	-7.0%
Capital Outlay	273,270	164,764	18,412	24,052	84,931	66,519	361.3%
Debt Service	102,549	114,432	114,432	114,432	114,432	-	0.0%
Other Use	-	-	-	-		-	0.0%
Custodial Disbursement	98,921	107,554	104,415	101,800	106,125	1,710	1.6%
Transfer Out	307,742	568,502	870,479	865,861	239,959	(630,520)	-72.4%
Interfund Charges	(495,568)	(436,942)	(414,325)	(457,414)	(424,149)	(9,824)	2.4%
TOTAL EXPENDITURES	**$ 9,245,101**	**$ 10,006,142**	**$ 11,137,493**	**$ 10,731,036**	**$ 10,324,818**	**$ (812,675)**	**-7.3%**
Increase (Decrease) in Fund Balance	**904,524**	**(238,178)**	**(1,013,831)**	**(704,892)**	**(346,842)**	**666,989**	**-65.8%**
Plus, Beginning Cash, January 1	**$ 1,137,916**	**$ 2,042,440**	**$ 1,804,262**	**1,804,262**	**$ 1,099,370**	**$ (704,892)**	**-39.1%**
ENDING CASH, DECEMBER 31	**$ 2,042,440**	**$ 1,804,262**	**$ 790,431**	**$ 1,099,370**	**$ 752,528**	**$ (37,903)**	**-4.8%**
Ending Cash % of Revenues	*20.1%*	*18.5%*	*7.8%*	*11.0%*	*7.5%*		
Ending Cash % of Expenditures	*22.1%*	*18.0%*	*7.1%*	*10.2%*	*7.3%*		

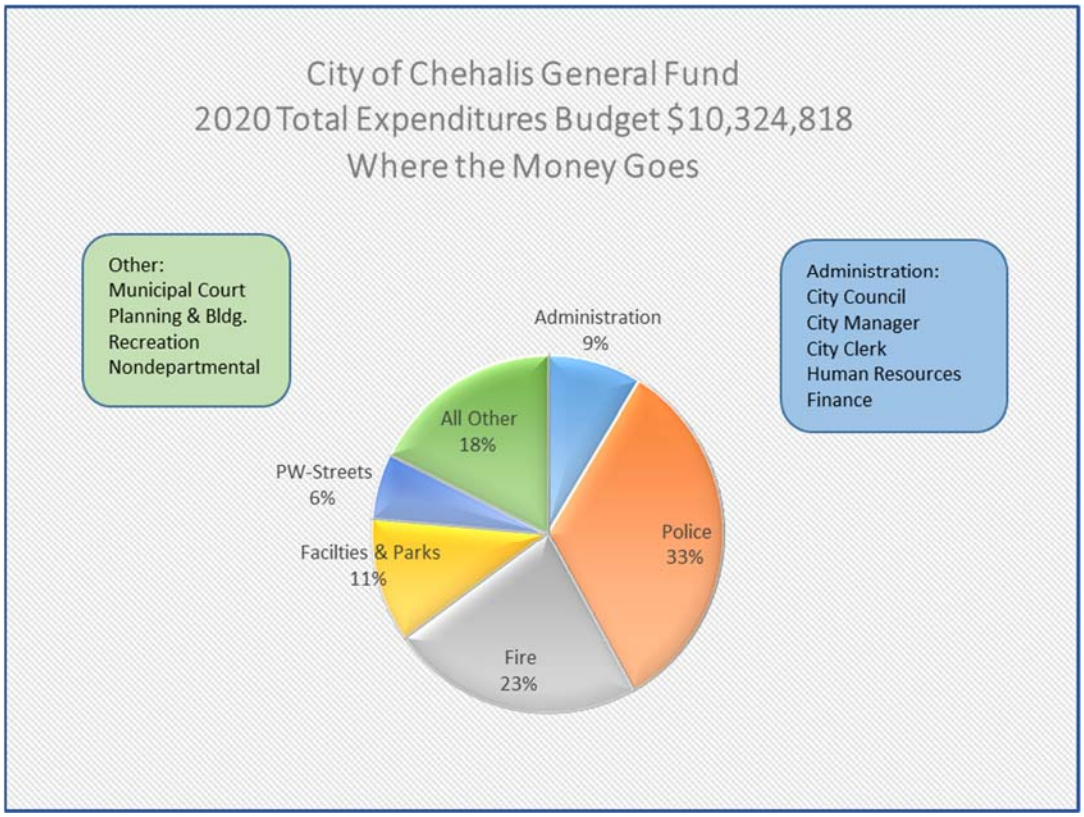

City of Chehalis General Fund
2020 Total Revenue Budget $9,977,976
Where the Money Comes From
Fees for Services 3.3%
Other Taxes 0.5%
Utility Tax 16.0%
State Shared & Grants 2.9%
Licenses and Permits 2.0%
Other 9.2%
Sales Tax 51.6%
Fines & All Other 3.8%
Property Tax 19.4%
Transfers 0.5%

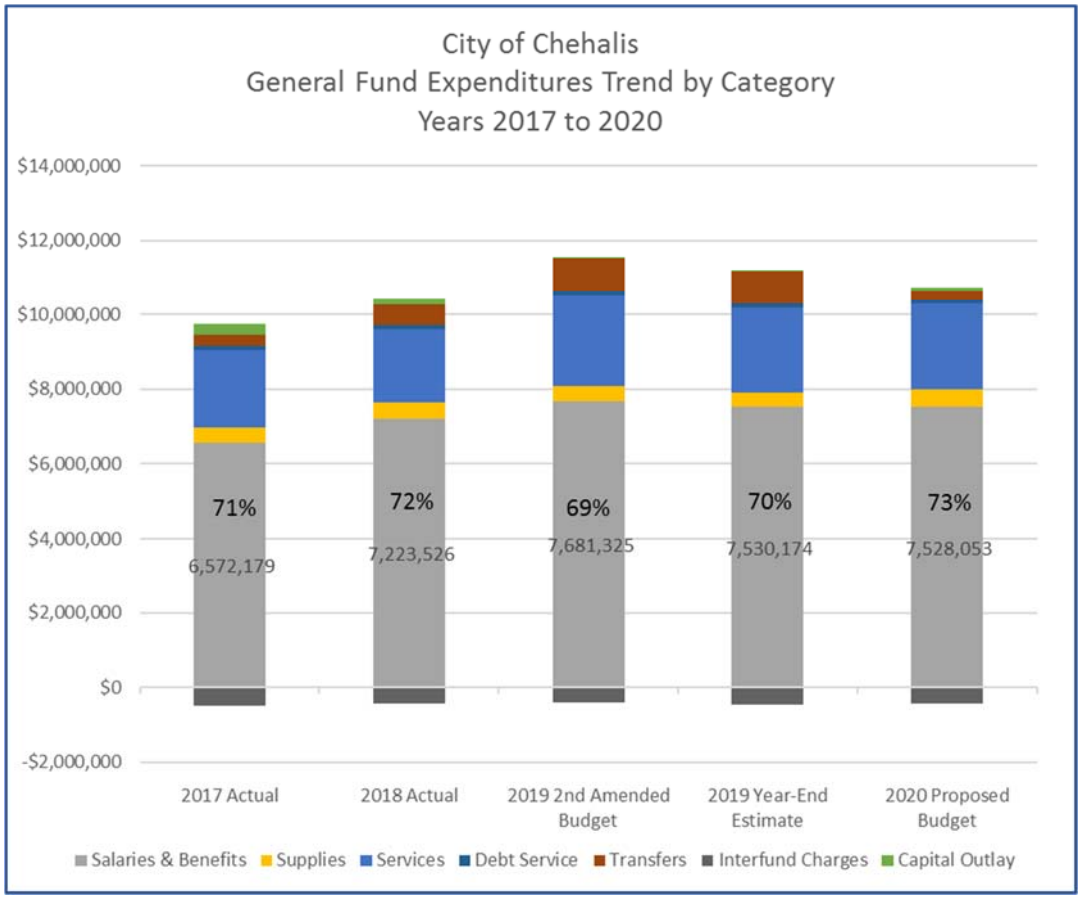

City of Chehalis General Fund
Revenue Source Trend
Years 2017 to 2020
$12,000,000
$10,000,000
$8,000,000
$6,000,000
$4,000,000
$2,000,000
$-
2017 Actual
2018 Actual
2019 2nd Amended Budget
2019 Year-End Estimate
2020 Proposed Budget
Property Tax
Sales Tax
Utility Tax
Other Taxes
Licenses and Permits
State Shared & Grants
Fees for Services
Fines
Other
Transfers In

GENERAL FUND

EXPENDITURE SUMMARY BY DEPARTMENT

GENERAL FUND DEPARTMENTS	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 Year-End Estimate	2020 Proposed Budget	2020 Change from 2019 Amended Budget	% Change from 2019 Amended Budget
City Council	$ 61,833	$ 76,333	$ 97,825	95,450	$ 98,801	976	1.0%
City Manager	233,599	251,458	190,628	196,125	194,331	3,703	1.9%
City Clerk	54,824	73,304	86,347	84,916	85,367	(980)	-1.1%
Finance	182,165	224,967	296,333	277,739	316,578	20,245	6.8%
Facilities & Parks	917,002	1,014,852	1,173,217	1,144,634	1,163,272	(9,945)	-0.8%
Nondepartmental	584,615	1,004,542	1,384,722	1,296,222	518,045	(866,677)	-62.6%
Human Resources	82,784	108,180	194,278	154,265	127,761	(66,517)	-34.2%
Fire	2,205,903	2,271,952	2,350,779	2,318,414	2,398,727	47,948	2.0%
Legal Service	-	-	74,633	69,800	74,633	-	0.0%
Municipal Court	442,757	457,249	497,978	472,573	501,538	3,560	0.7%
Planning and Building	438,127	317,148	391,443	360,009	306,161	(85,282)	-21.8%
Police	3,043,281	3,186,765	3,299,621	3,190,879	3,425,292	125,671	3.8%
Public Works - Streets	521,970	550,995	616,810	595,765	613,687	(3,123)	-0.5%
Recreation	476,241	468,397	482,879	474,245	500,625	17,746	3.7%
TOTAL EXPENDITURES	**$ 9,245,101**	**$ 10,006,142**	**$ 11,137,493**	**10,731,036**	**$ 10,324,818**	**(812,675)**	**-7.3%**


City of Chehalis General Fund
2020 Total Expenditures Budget $10,324,818
Where the Money Goes
Other:
Municipal Court
Planning & Bldg.
Recreation
Nondepartmental
Administration:
City Council
City Manager
City Clerk
Human Resources
Finance
Administration 9%
Police 33%
Fire 23%
Facilties & Parks 11%
PW-Streets 6%
All Other 18%


City of Chehalis
General Fund Expenditures Trend by Category
Years 2017 to 2020
$14,000,000
$12,000,000
$10,000,000
$8,000,000
$6,000,000
$4,000,000
$2,000,000
$0
-$2,000,000
71%
6,572,179
72%
7,223,526
69%
7,681,325
70%
7,530,174
73%
7,528,053
2017 Actual
2018 Actual
2019 2nd Amended Budget
2019 Year-End Estimate
2020 Proposed Budget
Salaries & Benefits
Supplies
Services
Debt Service
Transfers
Interfund Charges
Capital Outlay

FUND: **001 - GENERAL FUND** **REVENUES**

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
REVENUE SOURCE									
Property Taxes									
001.311.010.00	REAL AND PERSONAL PROPERTY TAX	$ 1,302,598	$ 1,275,262	$ 1,414,864	$ 1,389,396	$ 1,442,862		$ 1,442,862	2.0%
001.311.010.01	REAL/PERSONAL PROP TAX DELINQ	15,201	9,467	19,529	19,910	-		-	-100.0%
001.311.010.10	PROPERTY TAX-FIRE PENSION %	-	155,291	162,675	159,747	166,049		166,049	2.1%
001.311.010.11	PROPERTY TAX-DELQ-FIRE PENSION%	-	1,088	2,451	2,370	-		-	-100.0%
001.311.011.00	REAL/PERSONAL TAXES-EMS LEVY	311,439	307,070	322,512	316,707	328,931		328,931	2.0%
001.311.011.01	DELINQUENT PROP TAXES-EMS LEVY	3,237	2,066	4,718	4,790	-		-	-100.0%
Total Property Taxes		**1,632,475**	**1,750,244**	**1,926,749**	**1,892,920**	**1,937,842**	**-**	**1,937,842**	**0.6%**
Sales and Use Taxes									
001.313.011.00	LOCAL RETAIL SALES & USE TAX	4,575,263	4,915,030	4,970,180	4,879,760	4,952,960		4,952,960	-0.3%
001.313.061.00	BROKERED NATURAL GAS SALES & USE TAX	30,611	55,281	27,200	74,741	53,460		53,460	96.5%
001.313.071.00	CRIMINAL JUSTICE SALES & USE TAX	126,143	138,488	144,730	150,296	141,080		141,080	-2.5%
Total Sales and Use Taxes		**4,732,017**	**5,108,799**	**5,142,110**	**5,104,797**	**5,147,500**	**-**	**5,147,500**	**0.1%**
Utility Business Taxes									
001.316.041.00	ELECTRIC	571,441	583,712	546,320	526,013	560,389		560,389	2.6%
001.316.043.00	GAS	156,816	142,900	154,480	131,563	143,760		143,760	-6.9%
001.316.045.00	GARBAGE/SOLID WASTE UTIL TAXES	69,053	77,531	73,480	82,219	76,268		76,268	3.8%
001.316.046.01	CABLE UTILITY TAX	106,274	101,915	87,430	98,908	102,365		102,365	17.1%
001.316.047.00	TELEPHONE	223,612	210,175	250,180	190,418	208,068		208,068	-16.8%
001.316.048.00	B&O TAXES ON UTILITIES - WATER	189,919	178,849	160,514	153,249	172,135		172,135	7.2%
001.316.049.00	B&O TAXES ON UTILITIES - WW	321,521	299,700	304,086	307,172	329,650		329,650	8.4%
Total Utility Business Taxes		**1,638,636**	**1,594,782**	**1,576,490**	**1,489,542**	**1,592,635**	**-**	**1,592,635**	**1.0%**
Other Taxes									
001.317.020.00	LEASEHOLD EXCISE TAX	51,213	55,336	46,630	43,956	50,168		50,168	7.6%
001.317.040.00	TIMBER EXCISE TAX	-	-	40	-	-		-	-100.0%
Total Other Taxes		**51,213**	**55,336**	**46,670**	**43,956**	**50,168**	**-**	**50,168**	**7.5%**
Business License & Permit Fees									
001.321.030.00	POLICE & PROTECTIVE-FIREWORKS	600	500	800	750	620		620	-22.5%
001.321.080.00	CONCESSIONS	-	-	385	-	-		-	-100.0%
001.321.091.01	FRANCHISE TAXES-US SPRINT	180	360	150	-	180		180	20.0%
001.321.091.02	FRANCHISE TAX - COMCAST	82,675	79,160	84,860	81,185	81,010		81,010	-4.5%
001.321.099.00	OTHER BUSINESS LICENSES & PERMITS	24,735	27,322	24,320	35,050	29,040		29,040	19.4%
001.322.010.00	BUILDING PERMITS	84,872	55,644	81,610	98,403	79,640		79,640	-2.4%
001.322.030.00	ANIMAL LICENSES	2,100	1,905	2,080	2,840	2,280		2,280	9.6%
001.322.040.00	RIGHT-OF-WAY OCCUPANCY PERMITS	5,150	6,350	5,210	5,250	5,580		5,580	7.1%
001.322.090.00	OTHER LICENSES & PERMITS-FIRE SAFETY	-	630	230	740	460		460	100.0%
001.322.090.01	GUN PERMITS/DEALERS	842	874	930	1,200	970		970	4.3%
Total Business License & Permit Fees		**201,154**	**172,745**	**200,575**	**225,418**	**199,780**	**-**	**199,780**	**-0.4%**
Intergovernmental Revenues									
001.331.016.60	DOJ - BULLET-PROOF VEST PROGRAM	2,586	1,614	-	1,411	-		-	0.0%
001.333.020.20	DOT/FEDERAL HWY ADMIN	324,446	-	-	-	-		-	0.0%
001.333.020.60	US DOT STATE & COMMUNITY HWY SAFETY	1,725	1,304	-	-	-		-	0.0%
001.333.097.03	FEMA DISASTER GRANT-07 FLOOD	-	19,621		5,633			-	0.0%
001.316.010.00	MAIN STREET B&O CREDIT	41,250	-	-	-	-		-	0.0%
001.334.000.90	MAIN STREET B & O CREDIT	-	37,500	37,500	37,500	37,500		37,500	0.0%
001.334.001.20	OTHER JUDICIAL AGENCIES	-	4,623	-	-	-		-	0.0%
001.334.001.83	07 FLOOD MILITARY DEPT DISASTER GRANT	-	3,270		940			-	0.0%
001.334.001.85	09 FLOOD MILITARY DEPT DISASTER GRANT	-	100	-	-	-		-	0.0%
001.334.002.70	ST GRANT - REC & CONSERVATION FUNDING	146,479	-	-	-	-		-	0.0%
001.334.003.10	STATE GRANT - ECOLOGY	-	-	85,000	85,000	-		-	-100.0%
001.334.003.82	TIB GRANT	371,367	-	-	-	-		-	0.0%
001.334.004.90	DEPT OF HEALTH	1,270	1,222	1,222	1,266	1,266		1,266	3.6%
001.335.000.91	PUD PRIVILEGE TAX	70,769	75,113	75,113	75,880	73,920		73,920	-1.6%
001.336.000.71	MULTIMODAL TRANSPORTATION	7,847	10,554	10,371	10,400	10,250		10,250	-1.2%
001.336.000.99	STREAMLINED SALES TAX MITIGATION	14,748	3,539	-	-	-		-	0.0%
001.336.000.20	CRIM JUST-POP/HIGH CRIM	-	-	-	14,681			-	0.0%
001.336.006.21	CRIM JUST-POP/VIO CRIM	2,110	2,175	2,480	2,230	2,340		2,340	-5.6%

FUND: **001 - GENERAL FUND** **REVENUES**

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
001.336.006.26	CRIM JUST - SPECIAL PROGRAMS	7,659	7,861	8,191	8,040	8,440		8,440	3.0%
001.336.006.41	MARIJUANA ENFORCEMENT	12,231	-	-	-	-		-	0.0%
001.336.006.42	MARIJUANA EXCISE TAX	6,898	44,584	24,100	33,970	39,280		39,280	63.0%
001.336.006.51	DUI CITIES	1,131	1,109	-	1,590	1,280		1,280	0.0%
001.336.006.91	FIRE INSURANCE PREMIUM TAX	-	-	13,550	13,934	13,550		13,550	0.0%
001.336.006.94	LIQUOR EXCISE TAX	35,978	37,915	38,627	40,060	41,370		41,370	7.1%
001.336.006.95	LIQUOR BOARD PROFITS	63,018	62,144	61,322	61,270	60,430		60,430	-1.5%
001.337.009.22	INTERLOCAL-TRAINING COST SHARE LCFD#6	-	4,000	4,000	-	-		-	-100.0%
001.337.009.41	WCIA GRANTS-REIMBURSEMENTS	2,000	320	-	-	-		-	0.0%
001.337.009.42	AWC Grants	465	-	-	-	-		-	0.0%
001.337.009.80	LC Fire District #6	-	-	-		-		-	0.0%
001.337.009.K9	BNSF GRANT	-	-	-	-	-		-	0.0%
001.337.040.00	TIMBER EXCISE TAX - LC	106	115	45	190	140		140	211.1%
Total Intergovernmental Revenues		**1,114,083**	**318,683**	**361,521**	**393,995**	**289,766**	**-**	**289,766**	**-19.8%**
Charges for Services									
001.341.032.00	D/M COURT RECORD SERVICES	57	42	50	30	40		40	-20.0%
001.341.033.00	WARRANT COSTS	9,043	8,532	10,000	11,330	9,640		9,640	-3.6%
001.341.062.00	MUNICIPAL COURT COPIES	33	41	80	-	20		20	-75.0%
001.341.070.01	CONCESSION PROCEEDS/POOL	-	-	3,570	4,302	2,940		2,940	-17.6%
001.341.070.02	CONCESSION PROCEEDS/REC	-	-	30	60	20		20	-33.3%
001.341.070.03	CONCESSION PROCEEDS/COMMISSIONS	-	-	350	250	310		310	-11.4%
001.341.081.00	WORD PROCESSING/PRINTING	234	211	120	90	180		180	50.0%
001.341.081.01	PRINTING/COPYING - PD	226	96	150	-	110		110	-26.7%
001.341.081.02	PRINTING/COPYING - PUBLIC RECORDS	-	58	-	500	190		190	0.0%
001.342.010.00	LAW ENFORCEMENT SERVICES	1,790	1,018	1,800	1,066	1,290		1,290	-28.3%
001.342.010.01	LAW ENFORCEMENT-RANGE USE	-	-	-	-	-		-	0.0%
001.342.010.02	LAW ENFORCEMENT - DNA COLLECTION	-	6	-	50	20		20	0.0%
001.342.010.03	LAW ENFORCEMENT SVCS - OCDETF	776	5,069	-	422	-		-	0.0%
001.342.020.00	FIRE PROTECTION SERVICES	-	-	-	-	-		-	0.0%
001.342.021.00	FIRE PROTECTION SERVICES	4,647	-	-	-	-		-	0.0%
001.342.021.01	INTERGOVT'L FIRE INVESTIGATIONS	27,608	14,108	18,225	14,513	-		-	-100.0%
001.342.021.02	INTERGOVT'L FIRE - SCBA AIR	-	900	-	-	-		-	0.0%
001.342.021.03	FIRE PROTECTIVE SVCS-GREEN HILL	25,053	25,053	25,053	25,053	25,050		25,050	0.0%
001.342.021.04	EMS - LIFE SAFETY FUND	-	-	-	-	-		-	0.0%
001.342.021.05	FIRE CHIEF SERVICE - LCFD#6	-	-	37,744	37,744	-		-	-100.0%
001.342.033.00	ADULT PROBATION SERVICE CHARGE	16,311	12,525	17,480	20,430	16,420		16,420	-6.1%
001.342.036.00	ELECTRONIC MONITORING-PRISONER	6,153	7,785	6,240	9,370	7,770		7,770	24.5%
001.342.037.00	LAW ENFORCEMENT SER (FNGRPRNT)	535	150	460	50	250		250	-45.7%
001.342.038.00	PRE-CONVICTION SUPERVISION COSTS	14,363	12,760	14,030	10,410	12,510		12,510	-10.8%
001.342.050.00	DUI EMERGENCY RESPONSE	746	751	830	830	780		780	-6.0%
001.343.030.00	ELECTRICITY/GAS SALES SERVICES	100	-	80	-	30		30	-62.5%
001.344.010.93	ADMINISTRATIVE FEE	134	1,068	135	-	400		400	196.3%
001.345.011.00	DUMP/DISPOSAL FEES	1,424	1,690	1,500	2,750	1,950		1,950	30.0%
001.345.023.00	ANIMAL CONTROL	1,165	1,725	1,370	1,520	1,470		1,470	7.3%
001.345.081.00	ZONING, SUBDIVISION FEES	575	-	260	-	190		190	-26.9%
001.345.083.00	PLAN CHECKS	52,685	30,716	88,030	56,450	46,620		46,620	-47.0%
001.345.083.01	HEARING EXAMINER SERVICES	450	450	440	3,060	1,320		1,320	200.0%
001.345.089.01	COM DEV ADMINISTRATIVE FEES	185	300	110	150	210		210	90.9%
001.341.070.01	POOL - ICE CREAM SALE	-	-	-	-	-		-	0.0%
001.347.030.01	OPEN SWIM / POOL ADMISSION	101,276	90,130	86,180	79,746	90,380		90,380	4.9%
001.347.030.02	POOL RENTALS	-	5,860	-	7,615	6,740		6,740	0.0%
001.347.060.00	PROGRAM FEES/CLASS	78,352	67,008	77,960	52,460	65,940		65,940	-15.4%
001.347.060.01	PROGRAM FEES/SWIM LESSONS	26,223	32,197	29,760	29,565	29,330		29,330	-1.4%
001.347.060.02	REC TOURNEY/LEAGUES/EVENTS	-	5,510	-	5,653	5,580		5,580	0.0%
001.347.060.03	FITNESS CLASSES	-	-	-	4,680	4,680		4,680	0.0%
Total Charges for Services		**370,144**	**325,759**	**422,037**	**380,149**	**332,380**	**-**	**332,380**	**-21.2%**
Fines/Forfeitures									
001.352.030.00	MANDATORY INSURANCE COST	112	76	110	210	130		130	18.2%
001.353.010.00	TRAFFIC INFRACTIONS/NON-PARKIN	27,746	35,993	33,140	36,330	33,360		33,360	0.7%
001.353.070.00	NON-TRAFFIC INFRACTIONS	945	1,321	1,170	2,780	1,680		1,680	43.6%
001.354.009.00	PARKING INFRACTIONS	6,700	6,570	6,910	11,090	8,120		8,120	17.5%
001.355.020.00	DRIVING WHILE INTOXICATED	6,521	9,234	8,570	9,220	8,330		8,330	-2.8%
001.355.080.00	OTHER CRIMINAL TRAFFIC	21,918	20,364	23,200	24,880	22,390		22,390	-3.5%

FUND: **001 - GENERAL FUND** **REVENUES**

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
001.356.050.03	DRUG/ALCOHOL SPEC ASSESSMENT	1,350	1,685	1,830	2,110	1,720		1,720	-6.0%
001.356.090.00	NON-TRAFFIC MISDEMEANOR	12,748	13,503	15,050	15,620	13,960		13,960	-7.2%
001.357.032.00	WITNESS COSTS	6	-	10	-	-		-	-100.0%
001.357.033.00	PUBLIC DEFENSE COSTS	30,126	27,159	30,000	33,590	30,290		30,290	1.0%
001.359.000.00	LATE PAYMENT FEES	30	150	80	320	170		170	112.5%
001.359.000.03	FINES & PENALTIES - NSFs	45	34	40	50	40		40	0.0%
Total Fines/Forfeitures		**108,247**	**116,089**	**120,110**	**136,200**	**120,190**	**-**	**120,190**	**0.1%**
Interest Earnings									
001.361.011.00	INTEREST EARNINGS	6,763	23,122	8,690	24,350	18,080		18,080	108.1%
001.361.040.00	INTEREST-CONTRACTS,NOTES,A/R	3,970	8,040	4,500	11,170	7,730		7,730	71.8%
001.361.040.01	D/M COURT INTEREST INCOME	15,188	12,520	15,350	17,270	14,990		14,990	-2.3%
Total Interest Earnings		**25,921**	**43,682**	**28,540**	**52,790**	**40,800**	**-**	**40,800**	**43.0%**
Rents & Leases									
001.362.000.00	RENTS & LEASES	150	-	150	-	50		50	-66.7%
001.362.000.10	RENTALS - EQUPMENT/VEHICLES	-	2,000	-		1,000		1,000	0.0%
001.362.040.00	SPACE & FACILITIES RENTALS	34,560	38,710	33,340	38,040	37,100		37,100	11.3%
001.362.040.01	SPACE RENTALS - RV PARK	24,491	24,681	22,640	20,621	23,260		23,260	2.7%
001.362.040.02	FIELD RENTALS	1,280	1,555	1,000	760	1,200		1,200	20.0%
001.362.050.00	PARKING SPACE RENTALS L/T-LET)	19,099	13,338	19,070	15,770	16,070		16,070	-15.7%
001.362.050.02	RV PARK LEASES (L/T)	-	8,000	8,000	8,000	5,330		5,330	-33.4%
001.362.050.03	PARKING SPACE RENTALS <$250/YEAR	-	4,815	-	6,886	3,900		3,900	0.0%
001.362.080.00	OTHER RENTS & USES-RV SHOWERS	556	507	570	440	500		500	-12.3%
001.362.080.01	CONCESSION PROCEEDS/POOL	2,952	4,233		-	-		-	0.0%
001.362.080.02	CONCESSION PROCEEDS/REC	57	-		-	-		-	0.0%
001.362.080.03	CONCESSION PROCEEDS/COMMISSIONS	465	461		-	-		-	0.0%
001.362.090.00	OTHER RENTS & USE CHARGES	150	300	300	300	300		300	0.0%
Total Rents & Leases		**83,760**	**98,600**	**85,070**	**90,817**	**88,710**	**-**	**88,710**	**4.3%**
Other Misc. Revenues									
001.367.000.00	PRIVATE GRANTS & DONATIONS	-	-	-	-	-		-	0.0%
001.367.000.01	CHEHALIS FOUNDATION DONATION	6,894	-	-	-	-		-	0.0%
001.367.011.21	DONATIONS - POLICE DEPT	-	-	-	-	-		-	0.0%
001.367.011.76	DONATIONS FOR FACILITIES	31,749	23,955	-	2,123	-		-	0.0%
001.367.011.79	DONATION-OTHER CULTURE & RECREATION	16,993	10,376	-	-	-		-	0.0%
001.367.011.K9	DONATIONS - CHE POLICE OFFICER ASSOC	-	-	-	-	-		-	0.0%
001.369.010.00	SALE OF SCRAP OR JUNK	1,538	734	10	-	760		760	7500.0%
001.369.020.00	UNCLAIMED PROPERTY & PROCEEDS	1,093	372	500	3,070	1,510		1,510	202.0%
001.369.030.00	CONFISC & FORFEIT - DRUGS/UNET	32,100	21,568	10,000	14,960	22,880		22,880	128.8%
001.369.040.00	OTHER JUDGEMENTS & SETTLEMENTS	407	1,536	400	10	650		650	62.5%
001.369.040.01	POLICE DEPT MEDICAL REIMB	196	351	250	150	230		230	-8.0%
001.369.080.00	CASH OVERAGES/SHORTAGES	1	-	-	-	-		-	0.0%
001.369.090.00	OTHER - NSF CHECKS	-	-	175	-	-		-	-100.0%
001.369.091.00	MISCELLANEOUS INCOME (NON-TAX)	1,250	1,003	18,050	150	150		150	-99.2%
Total Other Misc. Revenues		**92,221**	**59,895**	**29,385**	**20,463**	**26,180**	**-**	**26,180**	**-10.9%**
Agency Deposits									
001.389.010.00	FIREWORK STAND DEPOSITS	600	-	-	-	-		-	0.0%
001.389.030.00	DUE TO OTHER GOVT UNIT-BKG INV	312	192	-	140	210		210	0.0%
001.389.030.04	DUE TO STATE - SALES TAX	10,614	10,002	11,665	13,620	11,665		11,665	0.0%
001.389.030.06	DUE TO STATE - LET	-	1,027	1,030	770	1,020		1,020	-1.0%
001.389.030.10	DUE TO STATE - AUTO THEFT PREVENTION	2,257	2,926	2,265	3,280	2,820		2,820	24.5%
001.389.030.11	DUE TO STATE-ACCESSCOMM/MULTITRANS	265	2	240	-	90		90	-62.5%
001.389.030.12	DUE TO OTHER GOVT UNIT - CRIME VICTIMS	1,924	2,067	2,035	2,060	2,020		2,020	-0.7%
001.389.030.14	DUE TO STATE - HOTEL/MOTEL TAX	490	492	540	530	550		550	1.9%
001.389.030.24	DUE TO STATE - ST BLDG CODE FEES	276	763	100	1,370	800		800	700.0%
001.389.030.82	DUE TO STATE- VEHICLE LICENSE FRAUD	-	-	-	120	40		40	0.0%
001.389.030.83	DUE TO STATE - TRAUMA CARE	1,587	2,052	1,590	2,310	1,980		1,980	24.5%
001.389.030.90	DUE TO STATE - DOMESTIC VIOLENCE PREV	1	2	325	40	100		100	-69.2%
001.389.030.91	DUE TO STATE - STATE REMIT - COURT	43,018	47,281	45,500	47,870	46,060		46,060	1.2%
001.389.030.92	DUE TO STATE - PSEA	20,356	22,856	21,500	21,960	21,720		21,720	1.0%
001.389.030.94	DUE TO STATE - HWY SAFETY	567	962	600	1,320	950		950	58.3%
001.389.030.96	DUE TO STATE - LAB/BLOOD BREATH	2,402	2,378	2,650	2,530	2,440		2,440	-7.9%
001.389.030.97	DUE TO STATE - JIS	12,809	13,000	13,500	16,350	14,050		14,050	4.1%

FUND: **001 - GENERAL FUND** **REVENUES**

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
001.389.030.98	DUE TO STATE - DNA DATABASE ACCOUNT	-	25	-	200	80		80	0.0%
001.389.030.99	DUE TO STATE - SCHOOL ZONE SAFETY	843	287	865	160	430		430	-50.3%
Total Agency Deposits		**98,321**	**106,314**	**104,405**	**114,630**	**107,025**	**-**	**107,025**	**2.5%**
Proceeds from Disposal of Assets									
001.395.010.00	PROCEEDS FROM SALES OF CAP ASSETS	1,433	12,762	-	467	-		-	0.0%
001.395.010.K9	PROCEEDS FROM SALES OF CAP ASSETS	-	-	-	-	-		-	0.0%
001.395.020.00	INS RECOVERY - CAPITAL ASSETS	-	-	-	-	-		-	0.0%
001.395.020.04	INSURANCE RECOVERIES - STREETS	-	4,274	-	-	-		-	0.0%
Total Proceeds from Disposal of Assets		**1,433**	**17,036**	**-**	**467**	**-**	**-**	**-**	**0.0%**
Transfers In									
001.397.000.04	TRANSFER IN - FUND 004	-	-	80,000	80,000	-	45,000	45,000	-43.8%
001.397.000.46	TRANSFER IN - FUND 406	-	-	-	-	-		-	0.0%
Total Transfers In		**-**	**-**	**80,000**	**80,000**	**-**	**45,000**	**45,000**	**-43.8%**
TOTAL CURRENT YEAR REVENUES		**$ 10,149,625**	**$ 9,767,964**	**$ 10,123,662**	**$ 10,026,144**	**$ 9,932,976**	**$ 45,000**	**$ 9,977,976**	**-1.4%**
PLUS, BEGINNING CASH, JANUARY 1		**$ 1,137,916**	**$ 2,042,442**	**$ 1,804,262**	**$ 1,804,262**	**$ 1,099,370**	**$ -**	**$ 1,099,370**	**-39.1%**
TOTAL REVENUE APPROPRIATION		**$ 11,287,541**	**$ 11,810,406**	**$ 11,927,924**	**$ 11,830,406**	**$ 11,032,346**	**$ 45,000**	**$ 11,077,346**	**-7.1%**

CITY COUNCIL
General Fund 001, Department B1

Mission and Responsibilities:

The City Council is the legislative branch of city government. The seven Councilors, who elect 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 special projects needed to move the City forward within the limited budgetary resources available. The Council appoints a City Manager who is responsible for implementing the City Council's policy direction and manages the daily operations of the municipal organization consistent with the City Council's direction.

Legislative decisions are made by the City Council by passing ordinances, adopting resolutions, awarding contracts, approving intergovernmental agreements, and adopting an annual budget. The Council meets twice a month to hold public hearings, take 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.

2019 Accomplishments:

- Approved the budget for the improvements at Recreation Park, including renovations to the ballfield complex and a new playground.
- Authorized the construction of the Recreation Park Improvements.
- Approved a lease agreement for airport owned property for the development of a car wash, which is a service not currently in the City.
- In partnership with Lewis County Fire District #6, authorized a financial feasibility study of consolidating the provision of fire services through an annexation to District #6 in order to improve cost effectiveness and service delivery.
- Participated in Semi-Annual Strategic Planning Workshops with the City Manager and Management Team.
- Authorized the initiation of the first phase of annexation of property to the south of the City consistent with the approved Annexation Plan to expand the City's borders.
- Continued to support efforts to advance a regional solution to flooding in the Chehalis Basin.
- Continued to advance a regional solution to improve the delivery of 9-1-1 Communications services, including consideration of joining with Thurston County Communications to stabilize costs and improve service through technology and other infrastructure improvements over the long-term.
- Authorized staff to proceed with the selection and acquisition of a site for a new fire station that will meet current standards for essential service buildings.
- Continued working cooperatively and building relationships with other local government and non-profit entities.

2020 Goals and Objectives:

- Continue to advance efforts to purchase a location suitable for construction of a new fire station and initiate architectural and engineering design activities.
- Continue to work with Lewis County Fire District #6 to determine the feasibility of annexation into the District to improve fire delivery service.

- Continue to work together with partner agencies to address regional flood issues, including providing comment on the Chehalis Basin Strategy Environmental Impact Statement that is expected to be released in early 2020.
- 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.
- Provide policy support and directions related to the implementation of the City's Strategic Plan.
- Continue to explore options for improving 9-1-1 dispatch services in the City and surrounding areas in cooperation with the Riverside Fire Authority and the City of Centralia, as well as Lewis County.

CITY COUNCIL EXPENDITURE SUMMARY

City Council Department Primary Cost Summary	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Proposed Budget	Change 2020-2019	% Change 2020-2019
Salary & Wages	$ 9,000	$ 9,000	$ 9,000	$ 9,000	$ 9,000	$ -	0.0%
Benefits	96,033	95,644	99,327	97,910	99,768	441	0.4%
Supplies	2,824	2,001	2,400	2,880	2,200	(200)	-8.3%
Services	4,938	7,016	26,660	27,490	27,395	735	2.8%
Total Expenditures	**112,795**	**113,661**	**137,387**	**137,280**	**138,363**	**976**	0.7%
Interfund Charges	(50,962)	(37,328)	(39,562)	(41,830)	(39,562)	-	0.0%
Net Expenditures	**61,833**	**76,333**	**97,825**	**95,450**	**98,801**	**976**	**1.0%**
Funding from General Revenues	**$ 61,833**	**$ 76,333**	**$ 97,825**	**$ 95,450**	**$ 98,801**	**$ 976**	**1.0%**

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

EXPENDITURES

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
EXPENDITURES									
Council Services									
001.B1.511.060.11.00	SALARIES AND WAGES	$ 9,000	$ 9,000	$ 9,000	$ 9,000	$ 9,000		$ 9,000	0.0%
001.B1.511.060.21.00	PERSONNEL BENEFITS	96,033	95,644	99,327	97,910	99,768		99,768	0.4%
001.B1.511.060.31.00	OFFICE & OPERATING SUPPLIES	2,824	2,001	2,400	1,960	2,200		2,200	-8.3%
001.B1.511.060.35.00	SMALL TOOLS & MINOR EQUIPMENT	-	-	-	920	-		-	0.0%
001.B1.511.060.41.01	PROF SVC - STRATEGIC PLANNING	-	-	12,000	12,000	12,000		12,000	0.0%
001.B1.511.060.42.00	COMMUNICATIONS	594	645	650	650	650		650	0.0%
001.B1.511.060.43.00	TRAVEL/HOTEL/PER DIEMS	-	639	1,000	1,200	1,000		1,000	0.0%
001.B1.511.060.45.00	RENTALS	-	421	1,400	2,350	1,600		1,600	14.3%
001.B1.511.060.46.00	INSURANCE	1,024	1,138	1,200	1,200	1,240		1,240	3.3%
001.B1.511.060.48.00	REPAIR & MAINT- FACILITIES	2,974	3,070	3,410	-	-		-	-100.0%
001.B1.511.060.48.02	R & M - SOFTWARE/HARDWARE	-	-	-	4,170	3,800	650	4,450	0.0%
001.B1.511.060.49.00	MISCELLANEOUS	346	565	2,000	150	500		500	-75.0%
001.B1.511.060.49.01	REGISTRATION	-	-	-	700	700		700	0.0%
001.B1.511.060.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	-	-	-	150	200		200	0.0%
001.B1.511.064.43.00	TRAVEL/HOTEL/PER DIEMS								
001.B1.511.064.49.00	MISCELLANEOUS								
001.B1.594.011.71.00	CAPITAL LEASES-PRINCIPLE		381		-	-		-	0.0%
001.B1.594.011.81.00	CAPITAL LEASES-INTEREST		157		-	-		-	0.0%
Total Council Services		**112,795**	**113,661**	**132,387**	**132,360**	**132,658**	**650**	**133,308**	**0.7%**
Boards/Memberships									
001.B1.519.020.49.02	MEMBERSHIP DUES - AWC	-	-	5,000	4,920	5,055	-	5,055	1.1%
Total Boards/Memberships		**-**	**-**	**5,000**	**4,920**	**5,055**	**-**	**5,055**	**1.1%**
Council Contra Expenditures									
001.B1.511.069.1C.00	WAGE CONTRA EXP	(4,066)	(2,956)	(3,063)	(2,790)	(3,063)		(3,063)	0.0%
001.B1.511.069.2C.00	BENEFIT CONTRA EXP	(43,389)	(31,411)	(32,543)	(30,330)	(32,543)		(32,543)	0.0%
001.B1.511.069.3C.00	SUPPLIES CONTRA EXP	(1,276)	(657)	(745)	(890)	(745)		(745)	0.0%
001.B1.511.069.4C.00	SERVICES CONTRA EXP	(2,231)	(2,304)	(3,211)	(7,820)	(3,211)		(3,211)	0.0%
Total Council Contra Expenditures		**(50,962)**	**(37,328)**	**(39,562)**	**(41,830)**	**(39,562)**	**-**	**(39,562)**	**0.0%**
TOTAL CITY COUNCIL		**$ 61,833**	**$ 76,333**	**$ 97,825**	**$ 95,450**	**$ 98,151**	**$ 650**	**$ 98,801**	**1.0%**

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MUNICIPAL COURT
General Fund 001 Department C1

Employees:

Department / Classification	2017 Actual	2018 Actual	2019 Amended Budget	2020 Proposed Budget	Changes 2020 from 2019
MUNICIPAL COURT					
Judge	0.35	0.35	0.35	0.35	0.00
Court Administrator	1.00	1.00	1.00	1.00	0.00
Court Clerk	1.00	1.00	1.00	1.00	0.00
Judicial Assistant /Sentence Monitor	0.73	0.73	0.73	0.73	0.00
Court Bailiff (PT)	0.10	0.10	0.10	0.10	0.00
Total Municipal Court Employees (FTE)	**3.18**	**3.18**	**3.18**	**3.18**	**0.00**

Mission and Responsibilities:

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

2019 Accomplishments:

- Developed and implemented procedures to ensure compliance with firearms surrender orders and tracking of weapons to the Administrative Office of the Courts per the new domestic violence law SHB1786
- Monitored defendant legal financial obligations consistent with legal parameters established by State legislation (E2SHB 1783)
- Implemented enhanced indigency screening for court appointed counsel
- Revised and updated court policies, including criminal complaint filing and license adjudications

2020 Goals and Objectives:

- Continue to monitor defendant legal financial obligations consistent with legal parameters established by State Legislation (E2SHB 1783)
- Monitor compliance with firearms surrender orders and weapons tracking as established by State Legislation (SHB 1786)
- Maintain compliance with all court rules; local, state, and federal statutes
- Evaluate court office procedures to increase efficiency
- Provide excellent customer service to internal and external customers

2020 Significant Changes:

- New domestic violence law SHB1786 revised the standards and procedures for all protection order types, surrender of firearms, dangerous weapons, and concealed pistol licenses. The court developed procedures to ensure timely and complete compliance with orders to surrender firearms, including compliance hearings and capturing receipt of firearms information per the new statute.

MUNICIPAL COURT DEPARTMENT EXPENDITURE SUMMARY

Municipal Court Department Primary Cost Summary	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Proposed Budget	Change 2020-2019	% of Change 2020-2019
Salaries & Wages	$ 175,467	$ 184,613	$ 194,146	$ 193,010	$ 195,626	$ 1,480	0.8%
Benefits	71,290	76,374	80,385	80,282	81,345	960	1.2%
Supplies	2,998	2,897	7,832	7,500	5,250	(2,582)	-33.0%
Services	107,020	99,526	124,545	103,681	126,537	1,992	1.6%
Custodial Activity	85,982	93,839	91,070	88,100	92,780	1,710	1.9%
Total Expenditures	**$ 442,757**	**$ 457,249**	**$ 497,978**	**$ 472,573**	**$ 501,538**	**$ 3,560**	0.7%
Service Related Fees/Revenues							
Intergovernmental grants	$ -	$ 4,623	$ -	$ -	$ -	$ -	0.0%
Record service and other fees	9,367	8,826	10,250	11,450	9,880	(370)	-3.6%
Dui Emergency Response	746	751	830	830	780	(50)	-6.0%
Pre-Conviction Supervision	14,363	12,760	14,030	10,410	12,510	(1,520)	-10.8%
Electronic Monitoring - Prisoner	6,153	7,785	6,240	9,370	7,770	1,530	24.5%
Adult Probation	16,311	12,525	17,480	20,430	16,420	(1,060)	-6.1%
Fines & Forfeiture	108,172	115,905	119,990	135,830	119,980	(10)	0.0%
Interest Earnings	15,188	12,520	15,350	17,270	14,990	(360)	-2.3%
Custodial Activity	86,029	93,838	91,070	98,200	92,780	1,710	1.9%
Total Service Related Fees/Revenues	**$ 256,329**	**$ 269,533**	**$ 275,240**	**$ 303,790**	**$ 275,110**	**$ (130)**	**0.0%**
Funding from General Revenues	**$ 186,428**	**$ 187,716**	**$ 222,738**	**$ 168,783**	**$ 226,428**	**$ 3,690**	**1.7%**

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

EXPENDITURES

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
EXPENDITURES									
Municipal Court Administration									
001.C1.512.050.11.00	SALARIES AND WAGES	$ 101,910	$ 109,110	$ 115,668	$ 115,668	$ 115,668		$ 115,668	0.0%
001.C1.512.050.12.00	OVERTIME	8		100	-	100		100	0.0%
001.C1.512.050.21.00	PERSONNEL BENEFITS	48,103	51,988	55,209	55,210	55,424		55,424	0.4%
001.C1.512.050.31.00	OFFICE & OPERATING SUPPLIES	2,947	2,560	3,150	3,000	3,150		3,150	0.0%
001.C1.512.050.32.00	FUEL CONSUMED	51	132	100	-	100		100	0.0%
001.C1.512.050.35.00	SMALL TOOLS & MINOR EQUIPMENT	-	205	4,582	4,500	1,300	$700.00	2,000	-56.4%
001.C1.512.050.41.00	PROFESSIONAL SERVICES	8,912	8,011	8,200	8,000	8,300		8,300	1.2%
001.C1.512.050.41.01	PROFESSIONAL SERVICES-LC IT	-	-	662	662	1,134		1,134	71.3%
001.C1.512.050.41.28	PROF. SVCS - INTERPRETER	-	-	3,700	2,030	3,700		3,700	0.0%
001.C1.512.050.42.00	COMMUNICATIONS	5,585	5,561	5,800	6,320	6,326		6,326	9.1%
001.C1.512.050.43.00	TRAVEL/HOTEL/PER DIEMS	1,152	1,126	600	400	1,500		1,500	150.0%
001.C1.512.050.46.00	INSURANCE	5,868	6,311	6,311	5,904	6,501		6,501	3.0%
001.C1.512.050.47.00	PUBLIC UTILITY SERVICE	234	274	340	320	450		450	32.4%
001.C1.512.050.47.03	PUBLIC UTILITY SERVICE - CITY	-	-	-	-	-		-	0.0%
001.C1.512.050.48.00	REPAIR & MAINT- FACILITIES	3,785	3,833	100	-	100		100	0.0%
001.C1.512.050.48.01	REPAIR & MAINT - EQUIPMENT	-	-	500	450	500		500	0.0%
001.C1.512.050.48.02	R & M - SOFTWARE/HARDWARE	-	-	4,807	5,000	4,036	250	4,286	-10.8%
001.C1.512.050.49.00	MISCELLANEOUS	4,864	3,881	1,785	200	1,785		1,785	0.0%
001.C1.512.050.49.01	REGISTRATION	-	-	350	200	565		565	61.4%
001.C1.512.050.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	-	-	690	500	690		690	0.0%
001.C1.512.050.53.00	EXTERNAL TAXES & OPER ASSESS	1	8	-	5	-		-	0.0%
Total Municipal Court Administration		**183,420**	**193,000**	**212,654**	**208,369**	**211,329**	**950**	**212,279**	-0.2%
Municipal Court Judges									
001.C1.512.J50.11.00	SALARIES AND WAGES	41,772	41,772	41,772	41,772	41,772		41,772	0.0%
001.C1.512.J50.21.00	PERSONNEL BENEFITS	9,858	9,895	10,162	10,060	10,183		10,183	0.2%
001.C1.512.P50.11.00	SALARIES AND WAGES	1,175	588	1,300	650	1,300		1,300	0.0%
001.C1.512.P50.21.00	PERSONNEL BENEFITS	94	47	104	52	104		104	0.0%
Total Municipal Court Judges		**52,899**	**52,302**	**53,338**	**52,534**	**53,359**	**-**	**53,359**	0.0%
Municipal Court Indigent Defense									
001.C1.515.091.41.00	PROFESSIONAL SERVICES	75,800	69,975	90,000	73,130	90,000		90,000	0.0%
Total Municipal Court Indigent Defense		**75,800**	**69,975**	**90,000**	**73,130**	**90,000**	**-**	**90,000**	0.0%
Municipal Court EHM									
001.C1.523.020.11.00	SALARIES AND WAGES	-	-	-	-	32,618		32,618	0.0%
001.C1.523.020.11.05	SALARIES AND WAGES - PT	30,410	33,143	35,256	34,920	4,068		4,068	-88.5%
001.C1.523.020.12.00	OVERTIME	-	-	50	-	100		100	100.0%
001.C1.523.020.12.05	OVERTIME	192	-	-		-		-	0.0%
001.C1.523.020.21.00	PERSONNEL BENEFITS	-	-	-		14,935		14,935	0.0%
001.C1.523.020.21.05	PERSONNEL BENEFITS	13,235	14,380	14,810	14,960	599		599	-96.0%
001.C1.523.020.24.00	UNIFORMS & CLOTHING	-	64	100	-	100		100	0.0%
001.C1.523.020.41.00	PROFESSIONAL SERVICES	819	-	-		-		-	0.0%
001.C1.523.020.51.00	INTERGOVT PROF SERVICES	-	546	700	560	700		700	0.0%
Total Municipal Court EHM		**44,656**	**48,133**	**50,916**	**50,440**	**53,120**	**-**	**53,120**	4.3%
Agency Disbursement						**-**			
001.C1.589.030.00.10	DUE TO STATE - AUTO THEFT PREV	2,257	2,926	2,265	2,930	2,820		2,820	24.5%
001.C1.589.030.00.11	DUE TO STATE-ACCESS COMM/MULTIT	265	2	240	-	90		90	-62.5%
001.C1.589.030.00.12	DUE TO OTHER GOVT UNIT-CRIME VIC	1,924	2,067	2,035	1,840	2,020		2,020	-0.7%
001.C1.589.030.00.20	DUE TO STATE-DISTRACTED DRIVING I	-	-	-	-	-		-	0.0%
001.C1.589.030.00.82	DUE TO STATE-VEH LICENSE FRAUD	-	-	-	90	40		40	0.0%
001.C1.589.030.00.83	DUE TO STATE - TRAUMA CARE	1,587	2,052	1,590	2,050	1,980		1,980	24.5%
001.C1.589.030.00.90	DUE TO STATE - DOMESTIC VIOLENCE	1	2	325	10	100		100	-69.2%
001.C1.589.030.00.91	DUE TO STATE - ST REMIT - COURT	43,017	47,282	45,500	43,060	46,060		46,060	1.2%
001.C1.589.030.00.92	DUE TO OTHER ENTITIES	20,355	22,857	21,500	19,710	21,720		21,720	1.0%
001.C1.589.030.00.94	DUE TO STATE - HWY SAFETY	522	962	600	1,130	950		950	58.3%

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

EXPENDITURES

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
001.C1.589.030.00.96	DUE TO STATE-LAB/BLOOD BREATH	2,402	2,378	2,650	2,230	2,440		2,440	-7.9%
001.C1.589.030.00.97	DUE TO STATE - JIS	12,809	11,485	13,500	14,700	14,050		14,050	4.1%
001.C1.589.030.00.98	DUE TO STATE - DNA DATABASE ACCT	-	1,539	-	180	80		80	0.0%
001.C1.589.030.00.99	DUE TO STATE - SCHOOL ZONE SAFET	843	287	865	170	430		430	-50.3%
Total Agency Disbursements		**85,982**	**93,839**	**91,070**	**88,100**	**92,780**	**-**	**92,780**	1.9%
TOTAL MUNICIPAL COURT		**$ 442,757**	**$ 457,249**	**$ 497,978**	**$ 472,573**	**$ 500,588**	**$ 950**	**$ 501,538**	**0.7%**

CITY MANAGER
General Fund 001 Department D1

Employees:

Department / Classification	2017 Actual	2018 Actual	2019 Amended Budget	2020 Proposed Budget	Changes 2020 from 2019
CITY MANAGER					
City Manager	1.00	1.00	1.00	1.00	0.00
Administrative Assistant	1.00	1.00	1.00	1.00	0.00
Total City Manager Employees (FTE)	**2.00**	**2.00**	**2.00**	**2.00**	**0.00**

Mission and Responsibilities:

The City Manager is appointed by the City Council and 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, as well as the City's 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 City Council meeting agenda reports prepared by members of the City staff; serves as the primary administrative contact for the news media; prepares informational reports about City activities as needed; and responds to citizen inquiries, questions, and concerns.

2019 Accomplishments:

- Presented a financial plan to proceed with the Recreation Park Improvement Project, which was approved by the City Council.
- Continued Strategic Planning through two semi-annual workshops in partnership with the City Council.
- Advanced the development of a property annexation plan accepted by the City Council.
- Worked with Lewis County Fire District #6 to develop a long-term plan for the use of District #6 by the City Fire Department, while evaluating sites for a new fire station.
- Provided responsible recommendations to the City Council, including those related to collective bargaining, advancing economic development at the airport, and addressing regional issues.

2020 Goals and Objectives:

- Represent the City in the negotiations to purchase a site suitable for the construction of a new fire station that meets current standards for essential facilities.
- Monitor Economic and Revenue Trends for short and long-term impacts on the City's Budget.
- Continue Strategic Planning Process with the City Council.
- Identify opportunities for succession planning, including training for current members of the staff.
- Develop a plan for a Chehalis Beautification Committee, consistent with the Strategic Plan.
- Continue to work closely with the Chehalis Community Renaissance Team and the Chehalis Foundation, as well as other community partners, to accomplish projects beyond the City's scope and financial capabilities.

- Continue to lead the professional development of the organization.
- Work with the staff to develop and/or refine multi-year capital improvement work plans to improve long-term maintenance of streets and facilities.
- Continue the work to identify a path toward improved 9-1-1 Dispatch Services with the leadership of the City's Police and Fire Chiefs, as well the City of Centralia and the Riverside Fire Authority, as well as Lewis County.
- Work with the Community Development staff to proceed with the City's annexation plan consistent with City Council direction.

Significant Changes 2020:

None.

CITY MANAGER DEPARTMENT EXPENDITURE SUMMARY

City Manager Department Primary Cost Summary	2017 Actual	2018 Actual	2019 Amended Budget	2019 YE Estimate	2020 Proposed Budget	Change 2020-2019	% Change 2020-2019
Salaries & Wages	180,597	181,252	191,071	191,280	193,202	2,131	1.1%
Benefits	64,670	75,379	78,850	80,240	79,892	1,042	1.3%
Supplies	5,679	2,413	1,850	1,170	3,400	1,550	83.8%
Services & Charges	175,185	115,378	14,955	12,635	13,935	(1,020)	-6.8%
Capital Outlay	-	-	-	-	-	-	0.0%
Total Expenditures	**426,131**	**374,422**	**286,726**	**285,325**	**290,429**	**3,703**	**1.3%**
Interfund Service Charges	(192,532)	(122,964)	(96,098)	(89,200)	(96,098)	-	0.0%
Net Expenditures	**233,599**	**251,458**	**190,628**	**196,125**	**194,331**	**3,703**	**1.9%**
Funding from General Revenues	**233,599**	**251,458**	**190,628**	**196,125**	**194,331**	**3,703**	**1.9%**

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

EXPENDITURES

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
EXPENDITURES									
Administration									
001.D1.513.010.11.00	SALARIES AND WAGES	$ 139,005	$ 144,688	$ 148,521	$ 148,530	$ 148,524		$ 148,524	0.0%
001.D1.513.010.11.02	SALARIES AND WAGES	41,592	36,564	42,550	42,750	44,678		44,678	5.0%
001.D1.513.010.21.00	PERSONNEL BENEFITS	42,337	51,725	53,435	54,860	53,846		53,846	0.8%
001.D1.513.010.21.01	PERSONNEL BENEFITS-CAR ALLOW	6,000	6,000	6,000	6,000	6,000		6,000	0.0%
001.D1.513.010.21.02	PERSONNEL BENEFITS	16,333	17,654	19,415	19,380	20,046		20,046	3.3%
001.D1.513.010.31.00	OFFICE & OPERATING SUPPLIES	1,797	990	1,850	940	1,600		1,600	-13.5%
001.D1.513.010.35.00	SMALL TOOLS & MINOR EQUIPMENT	1,432	-	-	230	-	1,800	1,800	0.0%
001.D1.513.010.41.00	PROFESSIONAL SERVICES	57,657	41	-		-		-	0.0%
001.D1.513.010.42.00	COMMUNICATIONS	3,926	4,101	4,150	4,400	4,320		4,320	4.1%
001.D1.513.010.43.00	TRAVEL/HOTEL/PER DIEMS	965	603	1,400	1,000	1,200		1,200	-14.3%
001.D1.513.010.44.00	ADVERTISING	326	-	-		-		-	0.0%
001.D1.513.010.45.00	RENTALS	-	140	1,400	780	1,400		1,400	0.0%
001.D1.513.010.46.00	INSURANCE	3,526	3,710	4,055	3,595	4,165		4,165	2.7%
001.D1.513.010.48.00	REPAIR & MAINT- FACILITIES	905	779	800	-	600		600	-25.0%
001.D1.513.010.48.02	R & M - SOFTWARE/HARDWARE	-	-	-	360	-	-	-	0.0%
001.D1.513.010.49.00	MISCELLANEOUS	3,237	2,890	3,150	100	100		100	-96.8%
001.D1.513.010.49.01	REGISTRATION	-	-	-	600	650		650	0.0%
001.D1.513.010.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	-	-	-	1,800	1,500		1,500	0.0%
Total Administration		**319,038**	**269,885**	**286,726**	**285,325**	**288,629**	**1,800**	**290,429**	**1.3%**
								-	
Administration Interfund Charges								**-**	
001.D1.513.019.1C.00	WAGE CONTRA EXP	(81,596)	(59,525)	(60,608)	(59,250)	(60,608)		(60,608)	0.0%
001.D1.513.019.2C.00	BENEFIT CONTRA EXP	(29,219)	(24,755)	(25,812)	(24,850)	(25,812)		(25,812)	0.0%
001.D1.513.019.3C.00	SUPPLIES CONTRA EXP	(2,566)	(325)	(371)	(360)	(371)		(371)	0.0%
001.D1.513.019.4C.00	SERVICES CONTRA EXP	(79,151)	(4,087)	(9,307)	(4,740)	(9,307)		(9,307)	0.0%
Total Administration Interfund Charges		**(192,532)**	**(88,692)**	**(96,098)**	**(89,200)**	**(96,098)**	**-**	**(96,098)**	**0.0%**
Legal Services									
001.D1.515.030.31.00	OFFICE & OPERATING SUPPLIES	2,450	1,423	-	-	-		-	0.0%
001.D1.515.030.41.00	PROFESSIONAL SERVICES	104,643	102,935	-	-	-		-	0.0%
Total Legal Services		**107,093**	**104,358**	**-**	**-**	**-**	**-**	**-**	**0.0%**
Legal Services Contra Expenditures									
001.D1.515.039.3C.00	SUPPLIES CONTRA EXP	-	(467)	-	-	-		-	0.0%
001.D1.515.039.4C.00	SERVICES CONTRA EXP	-	(33,805)	-	-	-		-	0.0%
Total Legal Services Contra Expenditures		**-**	**(34,272)**	**-**	**-**	**-**	**-**	**-**	**0.0%**
Capital Outlays									
001.D1.594.013.71.00	CAPITAL LEASES-PRINCIPAL		127			-		-	0.0%
001.D1.594.013.81.00	CAPITAL LEASES-INTEREST		52			-		-	0.0%
Total Capital Outlays		**-**	**179**	**-**	**-**	**-**	**-**	**-**	**0.0%**
TOTAL CITY MANAGER		**$ 233,599**	**$ 251,458**	**$ 190,628**	**$ 196,125**	**$ 192,531**	**$ 1,800**	**$ 194,331**	**1.9%**

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FINANCE
General Fund 001 Department E1

Employees:

Department / Classification	2017 Actual	2018 Actual	2019 Amended Budget	2020 Proposed Budget	Changes 2020 from 2019
FINANCE					
Finance Director	1.00	1.00	1.00	1.00	0.00
Financial Analyst (PT)	0.00	0.80	0.30	0.30	0.00
Payroll Accountant	1.00	1.00	1.00	1.00	0.00
Accounting Tech II	1.00	1.00	1.00	1.00	0.00
Total Finance Employees (FTE)	**3.00**	**3.80**	**3.30**	**3.30**	**0.00**

Mission and Responsibilities:

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

2019 Accomplishments:

- Received a clean audit of the City's 2017 Financial Statement Reports.
- Submitted 2018 annual financial reporting packages to the State Auditor's Office in timely manner
- Implemented policies and procedures for capital and small and attractive asset accounting and physical inventory.
- Updated the City's Meal Reimbursement Policy.
- Updated the City's Investment Policy.
- Established a new cash receipting and reconciliation procedures for Parks and Recreation department to achieve improve audit trail and efficiency.
- Improved and streamlined monthly combined excise tax return calculations and reconciliations.

- Researched and provided recommendations to facilitate expanding payment options by credit/debit cards both online and over-the-counter and bank bill pay via ACH and providing an online self-service for the City's utility customers.
- Assisted with the Recreation Park Renovation Project financing options and issuance of Limited Tax General Obligation Bonds for the Project through a private placement.
- Began implementation of accounts payable (AP) vendor ACH payment program.

2020 Goals and Objectives:

- Maintain compliance with all financial reporting standards.
- Continue monitoring budget and provide analysis of the city's financial activities.
- Provide excellent customer service to external and internal customers.
- Work to achieve a "clean" audit of the city's 2019 Financial Statement Audit.
- Prepare and submit the 2019 annual reports to the State Auditor's Office in timely manner.

- Procure and implement centralized cashiering system to standardize the city's revenue receipting process and enhance accuracy, efficiency, accountability, and internal control.
- Staff training on the city's financial software including Budget Preparation module and General Ledger account maintenance.
- Draft and recommend financial policies including reserve policies to the City Manager.
- Provide accurate and useful financial information to the city departments and assist them with budget monitoring.
- Continue review of departmental procedures to increase efficiency.

Significant Changes 2020:

- $2,800 request to replace two(2) old computers
- $15,280 one-time budget request for new software for a Fixed Asset Management module $15,280.
- $6,500 one-time training of financial software, focusing on budget module, position budgeting, general ledger reporting, which includes 4 days of on-site training from EDEN/Tyler specialists.

FINANCE DEPARTMENT EXPENDITURE SUMMARY

Finance Department Primary Cost Summary	2017 Actual	2018 Actual	2019 Amended Budget	2019 YE Estimate	2020 Proposed Budget	Change 2020-2019	% Change 2020-2019
Salaries & Wages	$ 213,520	$ 242,747	$ 261,557	$ 254,198	$ 261,632	$ 75	0.0%
Benefits	81,449	97,827	102,945	98,107	103,259	314	0.3%
Supplies	6,237	4,559	6,870	9,383	9,660	2,790	40.6%
Services	50,654	43,523	91,492	80,961	93,278	1,786	2.0%
Capital Outlay	-	1,612	-	-	15,280	15,280	0.0%
Total Expenditures	**$ 351,860**	**$ 390,268**	**$ 462,864**	**$ 442,649**	**$ 483,109**	**$ 20,245**	**4.4%**
Interfund Charges	(169,695)	(165,301)	(166,531)	(164,910)	(166,531)	-	0.0%
Net Expenditures	**$ 182,165**	**$ 224,967**	**$ 296,333**	**$ 277,739**	**$ 316,578**	**$ 20,245**	**6.8%**
Funding from General Revenues	**$ 182,165**	**$ 224,967**	**$ 296,333**	**$ 277,739**	**$ 316,578**	**$ 20,245**	**6.8%**

FUND: 001 - GENERAL FUND
DEPARTMENT: E1 - FINANCE

EXPENDITURES

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
EXPENDITURES									
Administration									
001.E1.514.023.11.00	SALARIES AND WAGES	$ 197,425	$ 222,906	$ 235,557	$ 235,878	$ 235,632		$ 235,632	0.0%
001.E1.514.023.11.05	SALARIES AND WAGES - PT	12,173	17,845	24,000	16,320	24,000		24,000	0.0%
001.E1.514.023.12.00	OVERTIME	3,922	1,996	2,000	2,000	2,000		2,000	0.0%
001.E1.514.023.21.00	PERSONNEL BENEFITS	80,474	96,386	100,945	96,762	101,259		101,259	0.3%
001.E1.514.023.21.05	PERSONNEL BENEFITS - PT	975	1,441	2,000	1,345	2,000		2,000	0.0%
001.E1.514.023.31.00	OFFICE & OPERATING SUPPLIES	5,480	4,132	5,650	5,650	5,820		5,820	3.0%
001.E1.514.023.35.00	SMALL TOOLS & MINOR EQUIPMENT	757	427	1,220	3,733	1,040	2,800	3,840	214.8%
001.E1.514.023.41.00	PROFESSIONAL SERVICES	10,136		-	205	250		250	0.0%
001.E1.514.023.41.50	PROFESSIONAL SERVICES - AUDIT	-		35,000	32,375	36,000		36,000	2.9%
001.E1.514.023.42.00	COMMUNICATIONS	4,053	4,443	4,100	4,580	4,640		4,640	13.2%
001.E1.514.023.43.00	TRAVEL/HOTEL/PER DIEMS	118	745	1,275	1,275	1,275		1,275	0.0%
001.E1.514.024.43.00	TRAVEL/HOTEL/PER DIEMS	-		-		-		-	0.0%
001.E1.514.023.44.00	ADVERTISING	330		330	-	330		330	0.0%
001.E1.514.023.45.00	RENTALS	904	24	1,640	1,697	1,700		1,700	3.7%
001.E1.514.023.46.00	INSURANCE	5,241	4,875	5,505	5,171	5,320		5,320	-3.4%
001.E1.514.023.47.00	PUBLIC UTILITY SERVICE	195	69	300	56	300		300	0.0%
001.E1.514.023.47.03	PUBLIC UTILITY SERVICE - CITY	-	-	-	-	-	-	-	0.0%
001.E1.514.023.48.00	REPAIR & MAINT- FACILITIES	29,012	30,776	1,000	-	200		200	-80.0%
001.E1.514.023.48.02	R & M - SOFTWARE/HARDWARE	-		39,632	33,132	34,053	6,500	40,553	2.3%
001.E1.514.023.49.00	MISCELLANEOUS	665	2,591	960	720	960		960	0.0%
001.E1.514.023.49.01	REGISTRATION	-		1,250	1,250	1,250		1,250	0.0%
001.E1.514.023.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	-		500	500	500		500	0.0%
001.E1.514.024.43.00	TRAVEL/HOTEL/PER DIEMS								
001.E1.592.014.89.00	INVESTMENT SERVICE FEES	-		-	-	-		-	0.0%
001.E1.594.014.64.00	MACHINARY & EQUIPMENT	-	-	-	-	-	15,280	15,280	0.0%
001.E1.594.014.71.00	CAPITAL LEASES-PRINCIPAL		1,206			-		-	0.0%
001.E1.594.014.81.00	CAPITAL LEASES-INTEREST		406			-		-	0.0%
Total Administration		**351,860**	**390,268**	**462,864**	**442,649**	**458,529**	**24,580**	**483,109**	**4.4%**
Finance Contra Expenditures									
001.E1.514.029.1C.00	WAGE CONTRA EXP	(102,976)	(102,816)	(99,505)	(94,650)	(99,505)		(99,505)	0.0%
001.E1.514.029.2C.00	BENEFIT CONTRA EXP	(39,281)	(41,436)	(39,351)	(37,970)	(39,351)		(39,351)	0.0%
001.E1.514.029.3C.00	SUPPLIES CONTRA EXP	(3,008)	(1,932)	(1,501)	(3,930)	(1,501)		(1,501)	0.0%
001.E1.514.029.4C.00	SERVICES CONTRA EXP	(24,430)	(19,117)	(26,174)	(28,360)	(26,174)		(26,174)	0.0%
Total Finance Contra Expenditures		**(169,695)**	**(165,301)**	**(166,531)**	**(164,910)**	**(166,531)**	**-**	**(166,531)**	**0.0%**
TOTAL FINANCE		**$ 182,165**	**$ 224,967**	**$ 296,333**	**$ 277,739**	**$ 291,998**	**$ 24,580**	**$ 316,578**	**6.8%**

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CITY CLERK
General Fund 001 Department E4

Employees:

Department / Classification	2017 Actual	2018 Actual	2019 Amended Budget	2020 Proposed Budget	Changes 2020 from 2019
CITY CLERK					
City Clerk	1.00	1.00	1.00	1.00	0.00
Total City Clerk Employees (FTE)	**1.00**	**1.00**	**1.00**	**1.00**	**0.00**

Mission and Responsibilities:

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

2019 Accomplishments:

- Coordinated required Open Government Training for City Council members and employees, and certain board/commission members
- Responded to 24 public records requests
- Transferred essential City records to secure location at the Washington State Archives Office

2020 Goals and Objectives:

- Maintain City records and transfer essential records to Washington State Archives
- Continue update of City's Procurement Policy
- Ensure City's compliance with Title VI (Civil Rights) requirements

Significant Changes 2020:

There are no significant changes since the last fiscal year.

CITY CLERK DEPARTMENT EXPENDITURE SUMMARY

City Clerk Department Primary Cost Summary	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Proposed Budget	Change 2020-2019	% Change 2020-2019
Salaries & Wages	$ 58,761	$ 64,422	69,744	69,663	69,744	-	0.0%
Benefits	30,680	33,416	35,486	34,916	35,386	(100)	-0.3%
Supplies	1,210	422	1,600	1,240	1,500	(100)	-6.3%
Services & Charges	9,358	10,712	14,807	15,867	14,027	(780)	-5.3%
Capital Outlay	-	179	-	-	-	-	0.0%
Transfers	-		-		-	-	0.0%
Total Expenditures	**100,009**	**109,151**	**121,637**	**121,686**	**120,657**	**(980)**	**-0.8%**
Interfund Charges	(45,185)	(35,847)	(35,290)	(36,770)	(35,290)	-	0.0%
Net Expenditures	**$ 54,824**	**$ 73,304**	**$ 86,347**	**$ 84,916**	**$ 85,367**	**$ (980)**	**-1.1%**
Funding from General Revenues	**$ 54,824**	**$ 73,304**	**$ 86,347**	**$ 84,916**	**$ 85,367**	**$ (980)**	**-1.1%**

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

EXPENDITURES

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
EXPENDITURES									
City Clerk General									
001.E4.514.020.11.00	SALARIES AND WAGES	58,761	64,422	69,744	69,663	69,744		69,744	0.0%
001.E4.514.020.21.00	PERSONNEL BENEFITS	30,680	33,416	35,486	34,916	35,386		35,386	-0.3%
001.E4.514.020.31.00	OFFICE & OPERATING SUPPLIES	1,210	422	1,500	1,200	1,500		1,500	0.0%
001.E4.514.020.32.00	FUEL CONSUMED	-		100	-	-		-	-100.0%
001.E4.514.020.35.00	SMALL TOOLS & MINOR EQUIPMENT	-		-	40	-		-	0.0%
001.E4.514.020.41.00	PROFESSIONAL SERVICES	1,919	1,686	2,500	2,000	2,000		2,000	-20.0%
001.E4.514.020.42.00	COMMUNICATIONS	1,456	1,601	1,500	1,710	1,560		1,560	4.0%
001.E4.514.020.43.00	TRAVEL/HOTEL/PER DIEMS	157		200	-	200		200	0.0%
001.E4.514.020.44.00	ADVERTISING	1,419	1,460	1,500	5,000	1,500		1,500	0.0%
001.E4.514.020.45.00	RENTALS	-	140	1,400	780	1,000		1,000	-28.6%
001.E4.514.020.46.00	INSURANCE	1,763	1,855	2,027	1,797	2,087		2,087	3.0%
001.E4.514.020.47.00	PUBLIC UTILITY SERVICE	-	237	500	500	500		500	0.0%
001.E4.514.020.47.03	PUBLIC UTILITY SERVICE - CITY	-	-	-	-	-	-	-	0.0%
001.E4.514.020.48.00	REPAIR & MAINT- FACILITIES	318	253	-	-	-		-	0.0%
001.E4.514.020.48.02	R & M - SOFTWARE/HARDWARE	-		1,000	500	1,000		1,000	0.0%
001.E4.514.020.49.00	MISCELLANEOUS	399	130	100	100	100		100	0.0%
001.E4.514.020.49.01	REGISTRATION	-		100	-	100		100	0.0%
001.E4.514.020.40.15	INTERGOVT'L SVC/CHARGES	77		500	-	500		500	0.0%
Total City Clerk General		**98,159**	**105,622**	**118,157**	**118,206**	**117,177**	**-**	**117,177**	-0.8%
City Clerk Contras General									
001.E4.514.028.1C.00	WAGE CONTRA EXP	(26,549)	(21,157)	(21,650)	(21,580)	(21,650)		(21,650)	0.0%
001.E4.514.028.2C.00	BENEFIT CONTRA EXP	(13,861)	(10,974)	(11,300)	(10,820)	(11,300)		(11,300)	0.0%
001.E4.514.028.3C.00	SUPPLIES CONTRA EXP	(547)	(139)	(130)	(170)	(130)		(130)	0.0%
001.E4.514.028.4C.00	SERVICES CONTRA EXP	(4,228)	(3,577)	(2,210)	(4,200)	(2,210)		(2,210)	0.0%
Total City Clerk Contras General		**(45,185)**	**(35,847)**	**(35,290)**	**(36,770)**	**(35,290)**	**-**	**(35,290)**	0.0%
City Clerk Website Management									
001.E4.518.080.48.00	REPAIR & MAINT- FACILITIES	1,850	3,350	-	-	-		-	0.0%
001.E4.518.080.48.02	R & M - SOFTWARE/HARDWARE	-		3,480	3,480	3,480		3,480	0.0%
Total City Clerk Website Management		**1,850**	**3,350**	**3,480**	**3,480**	**3,480**	**-**	**3,480**	0.0%
City Clerk Capital Outlays									
001.E4.594.014.71.00	CAPITAL LEASES-PRINCIPAL	-	127	-	-	-	-	-	0.0%
001.E4.594.014.81.00	CAPITAL LEASES-INTEREST		52	-	-	-	-	-	0.0%
Total City Clerk Capital Outlays		**-**	**179**	**-**	**-**	**-**	**-**	**-**	**0.0%**
TOTAL CITY CLERK		**$ 54,824**	**$ 73,304**	**$ 86,347**	**$ 84,916**	**$ 85,367**	**$ -**	**$ 85,367**	**-1.1%**

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LEGAL SERVICES
General Fund 001 Department F1

Employees:

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

Mission and Responsibilities:

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

Significant Changes 2020:

Prior to 2019, the contract for legal services was included with the City Manager's budget. It is now represented as its own activity to acknowledge the distinct role of the City Attorney.

LEGAL SERVICE DEPARTMENT EXPENDITURE SUMMARY

Legal Service Department Primary Cost Summary	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Proposed Budget	Change 2020-2019	%Change 2020-2019
Supplies	$ -		$ -	$ 470	$ -	-	0.0%
Services	-		110,000	106,000	110,000	-	0.0%
Total Expenditures	**-**		**110,000**	**106,470**	**110,000**	**-**	0.0%
Interfund Charges	-		(35,367)	(36,670)	(35,367)	-	0.0%
Net Expenditures	-	-	74,633	69,800	74,633	-	0.0%
Funding from General Revenues	**$ -**	**$ -**	**$ 74,633**	**$ 69,800**	**$ 74,633**	**$ -**	0.0%

FUND: GENERAL FUND
DEPARTMENT: F1 - LEGAL SERVICE

EXPENDITURES

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
EXPENDITURES									
Legal Services									
001.F1.515.041.31.00	OFFICE & OPERATING SUPPLIES	$ -		$ -	$ 470	$ -		$ -	0.0%
001.F1.515.041.41.00	PROF SVS. - GENERAL SERVICES	-		102,500	102,500	102,500		102,500	0.0%
001.F1.515.041.41.31	PROF SVS. - SUPPORT SERVICES	-		2,500	1,000	2,500		2,500	0.0%
001.F1.515.041.41.32	PROF SVS. - LITIGATION/SPECIAL	-		5,000	2,500	5,000		5,000	0.0%
Total Legal Services		**-**	**-**	**110,000**	**106,470**	**110,000**	**-**	**110,000**	**0.0%**
Legal Services Contra Expenditures									
001.F1.515.049.3C.00	SUPPLIES CONTRA EXP	-		(429)	(150)	(429)		(429)	0.0%
001.F1.515.049.4C.00	SERVICES CONTRA EXP	-		(34,938)	(36,520)	(34,938)		(34,938)	0.0%
Total Legal Services Contra Expenditures		**-**		**(35,367)**	**(36,670)**	**(35,367)**	**-**	**(35,367)**	**0.0%**
TOTAL LEGAL SERVICE		**$ -**		**$ 74,633**	**$ 69,800**	**$ 74,633**	**$ -**	**$ 74,633**	**0.0%**

FACILITIES & PARKS
General Fund 001 Department F2

Employees:

Department / Classification	2017 Actual	2018 Actual	2019 Amended Budget	2020 Proposed Budget	Changes 2020 from 2019
FACILITIES AND PARKS					
Public Works Director	0.20	0.20	0.05	0.05	0.00
Public Works Office Manager	0.00	0.20	0.20	0.20	0.00
Community Development Director/Engineer	0.00	0.00	0.05	0.00	-0.05
Property/Facilities Manager	0.00	1.00	1.00	1.00	0.00
Property Maintenance Tech. II (Vacant) 1 FTE	0.00	0.00	0.00	0.00	0.00
Property Maintenance Tech. I	5.00	4.00	4.00	4.00	0.00
Property Maintenance Worker (Vacant) 1 FTE	0.00	0.00	0.00	0.00	0.00
Property Maintenance Aide (seasonal)	2.10	0.98	3.10	3.10	0.00
Total Facilities & Parks Employees (FTE)	**7.30**	**6.38**	**8.40**	**8.35**	**-0.05**

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.

2019 Accomplishments:

- Renovated bathrooms in Stan Hedwall Park at the covered kitchen
- Created a new walkway and landscaping at Parks and Community Development Offices

- Replaced the old roof on Girls Fast Pitch Facility with a new metal roof
- Replaced broken toys at the pool and new rain tree top
- Filled the playgrounds with new wood chips at Stan Hedwall and Spray Park
- Finished the Library landscape improvements
- Removed overgrown shrubs on National Ave in preparation of renovation in 2020
- Assisted Babe Ruth and Little League with Ballfield Improvements
- Installed infield irrigation for Little League on field #2 at Stan Hedwall Park
- Had the trees in front of City Hall pruned and shaped
- Managed the work related to the replacement of the leaking roof at the City's building used for the Tiny Tot Program

2020 Goals and Objectives:

- Continue to assess the facility needs and plan to continue improvement projects
- Bathroom Renovation to the center area facility at Stan Hedwall
- Continue to paint facilities as time and financial resources allow
- Purchase Fencing for Little League
- Finish Fast pitch complex and Penny Playground Projects
- Purchase a mower for small mowing and mowing of the new ballfields at Recreation Park
- Finish landscaping on the North side of National Ave

Significant Changes 2020:

The 2020 Budget includes moderate funding to complete projects needed to replace or maintain older facilities or leverage donations from other organizations. Some projects may have to be postponed if 2020 revenues do not meet the projections made at the time the budget was prepared. The goal is to address facility and equipment maintenance issues that are most pressing and start investing in facilities on a regular basis before they start deteriorating.

- $5,000 one time for National Ave landscaping
- $10,000 one time for bathroom renovation at center area in Stan Hedwall Park
- $25,000 one-time purchase of fencing to replace old fencing at Little League, this for supplies only as they agreed to do the installation portion of this.
- 15,000 one time to purchase a mower for small mowing and mowing the new fields at Recreation Park
- $7,500 one-time to purchase new filter pump for pool to have on hand to prevent lengthy pool closures in the event of an equipment failure

FACILITIES AND PARKS DEPARTMENT EXPENDITURE SUMMARY

Facilities and Parks Primary Cost Summary	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Proposed Budget	Change 2020-2019	% Change 2020-2019
Salaries & Wages	$ 326,179	$ 362,732	$ 405,824	$ 405,214	$ 380,269	$ (25,555)	-6.3%
Benefits	166,020	186,644	206,626	188,025	188,928	(17,698)	-8.6%
Supplies	102,534	154,380	119,496	159,289	162,875	43,379	36.3%
Services	318,194	292,148	437,701	389,296	392,588	(45,113)	-10.3%
Capital Outlay	-	15,182	-	-	35,042	35,042	0.0%
Agency Disbursements	4,075	3,766	3,570	2,820	3,570	-	0.0%
Total Expenditures	**$ 917,002**	**$ 1,014,852**	**$ 1,173,217**	**$ 1,144,644**	**$ 1,163,272**	**$ (9,945)**	**-0.8%**
Service Related Fees/Revenues							
Dump/Disposal Fees	1,424	1,690	1,500	2,750	1,950	450	30.0%
Leases and Rentals	79,006	85,536	84,070	83,171	82,610	(1,460)	-1.7%
Donations	38,643	23,955	-	2,123	-	-	0.0%
Miscellaneous Other	2,971	13,496	10	467	760	750	0.0%
Agency Receipts	490	1,519	1,570	1,300	1,570	-	0.0%
Total Service Related Fees/Revenues	**$ 122,534**	**$ 126,196**	**$ 87,150**	**$ 89,811**	**$ 86,890**	**$ (260)**	**-0.3%**
Funding from General Revenues	**$ 794,468**	**$ 888,656**	**$ 1,086,067**	**$ 1,054,833**	**$ 1,076,382**	**$ (9,685)**	**-0.9%**

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

EXPENDITURES

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
EXPENDITURES									
General Facilities Maintenance									
001.F2.518.030.11.00	SALARIES AND WAGES	266,865	242,677	227,584	202,820	227,892		227,892	0.1%
001.F2.518.030.11.05	SALARIES AND WAGES - PT	29,051	29,002	50,000	50,000	50,000		50,000	0.0%
001.F2.518.030.11.06	SALARIES AND WAGES - VEH MC	14,487	4,409	-	3,200	-		-	0.0%
001.F2.518.030.12.00	OVERTIME	6,364	5,685	6,000	9,335	6,000		6,000	0.0%
001.F2.518.030.12.05	OVERTIME - PT	441	838	500	1,500	500		500	0.0%
001.F2.518.030.21.00	PERSONNEL BENEFITS	148,669	142,587	133,719	117,040	123,411		123,411	-7.7%
001.F2.518.030.21.05	PERSONNEL BENEFITS - PT	5,352	5,309	16,650	12,440	16,650		16,650	0.0%
001.F2.518.030.21.06	PERSONNEL BENEFITS - VEH MC	4,836	1,102	-	835	-		-	0.0%
001.F2.518.030.21.07	PERSONNEL BENEFITS	3,166	1,219	-	235	-		-	0.0%
001.F2.518.030.24.00	UNIFORMS & CLOTHING	1,602	1,543	1,500	1,500	1,500		1,500	0.0%
001.F2.518.030.31.00	OFFICE & OPERATING SUPPLIES	59,227	83,999	60,950	90,970	48,029	45,000	93,029	52.6%
001.F2.518.030.32.00	FUEL CONSUMED	13,431	14,965	11,209	14,450	11,466		11,466	2.3%
001.F2.518.030.35.00	SMALL TOOLS & MINOR EQUIPMENT	3,977	4,883	2,500	4,500	2,500		2,500	0.0%
001.F2.518.030.41.00	PROFESSIONAL SERVICES	50,440	48,847	47,920	46,280	40,000		40,000	-16.5%
001.F2.518.030.42.00	COMMUNICATIONS	1,003	276	2,800	2,010	2,800		2,800	0.0%
001.F2.518.030.43.00	TRAVEL/HOTEL/PER DIEMS	313	920	400	400	400		400	0.0%
001.F2.518.030.44.00	ADVERTISING	129	64	400	520	400		400	0.0%
001.F2.518.030.45.00	RENTALS	4,390	5,415	17,260	17,260	6,718		6,718	-61.1%
001.F2.518.030.46.00	INSURANCE	17,967	20,654	20,654	20,859	21,354		21,354	3.4%
001.F2.518.030.47.00	PUBLIC UTILITY SERVICE	68,600	71,927	64,859	65,500	58,534		58,534	-9.8%
001.F2.518.030.47.03	PUBLIC UTILITY SERVICE - CITY	-	-	-	-	57,100		57,100	0.0%
001.F2.518.030.48.00	REPAIR & MAINT- FACILITIES	74,976	62,752	134,000	134,000	37,000		37,000	-72.4%
001.F2.518.030.48.01	REPAIR & MAINT - EQUIPMENT	-		10,000	470	10,000		10,000	0.0%
001.F2.518.030.48.02	REPAIR & MAINT - IT SOFTWARE/HARDW	-		-	90	-		-	0.0%
001.F2.518.030.49.00	MISCELLANEOUS	1,754	2,115	-	210	-		-	0.0%
001.F2.518.030.49.01	REGISTRATION	-		2,000	80	2,000		2,000	0.0%
001.F2.518.030.40.03	EXTERNAL TAXES & OPER ASSESS	189	744	200	690	200		200	0.0%
Total General Facilities Maintenance		**777,229**	**751,932**	**811,105**	**797,194**	**724,454**	**45,000**	**769,454**	**-5.1%**
Facilities Administration									
001.F2.518.031.11.00	SALARIES AND WAGES	3,545	55,066	110,196	102,820	84,333	-	84,333	-23.5%
001.F2.518.031.11.02	SALARIES AND WAGES - ADM SUPPORT	-	11,315	11,544	11,540	11,544		11,544	0.0%
001.F2.518.031.21.00	PERSONNEL BENEFITS	900	25,271	47,954	43,650	40,619	-	40,619	-15.3%
001.F2.518.031.21.02	PERSONNEL BENEFITS - ADM SUPPORT	-	6,460	6,803	6,600	6,748		6,748	-0.8%
001.F2.518.031.31.00	OFFICE & OPERATING SUPPLIES	1,006	2,303	1,750	770	1,800		1,800	2.9%
001.F2.518.031.32.00	FUEL CONSUMED	-		1,500	1,060	1,500		1,500	0.0%
001.F2.518.031.35.00	SMALL TOOLS & MINOR EQUIPMENT	342	922	-		-		-	0.0%
001.F2.518.031.41.00	PROFESSIONAL SERVICES	164		200	100	200		200	0.0%
001.F2.518.031.42.00	COMMUNICATIONS	15,483	12,003	10,376	10,890	10,486		10,486	1.1%
001.F2.518.031.43.00	TRAVEL/HOTEL/PER DIEMS	-		100	-	354		354	254.0%
001.F2.518.031.44.00	ADVERTISING	-	524	-		-		-	0.0%
001.F2.518.031.45.00	RENTALS	904	24	1,680	1,720	1,680		1,680	0.0%
001.F2.518.031.46.00	INSURANCE	790	1,433	1,433	2,667	1,513		1,513	5.6%
001.F2.518.031.48.00	REPAIR & MAINT- FACILITIES	101	650	-	-	-		-	0.0%
001.F2.518.031.48.02	REPAIR & MAINT - IT SOFTWARE/HARDW	-		-	-	-		-	0.0%
001.F2.518.031.49.00	MISCELLANEOUS	176	183	-		-		-	0.0%
001.F2.518.031.49.01	REGISTRATION	-		500	200	680		680	36.0%
001.F2.518.031.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	-		25	25	25		25	0.0%
Total Facilities Administration		**23,411**	**116,154**	**194,061**	**182,042**	**161,482**	**-**	**161,482**	**-16.8%**
Library Facilities									
001.F2.572.050.11.00	SALARIES AND WAGES	4,604	4,705	-	3,110	-		-	0.0%
001.F2.572.050.11.05	SALARIES AND WAGES - PT	437	4,047	-	5,870	-		-	0.0%
001.F2.572.050.12.00	OVERTIME	385	1,092	-	100	-		-	0.0%
001.F2.572.050.12.05	OVERTIME - PT	-	94	-	-	-		-	0.0%
001.F2.572.050.21.00	PERSONNEL BENEFITS	1,418	1,441	-	780	-		-	0.0%
001.F2.572.050.21.05	PERSONNEL BENEFITS - PT	77	760	-	1,000	-		-	0.0%

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

EXPENDITURES

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
001.F2.572.050.31.00	OFFICE & OPERATING SUPPLIES	1,510	9,973	8,500	8,500	3,584	-	3,584	-57.8%
001.F2.572.050.41.00	PROFESSIONAL SERVICES	3,477	6,490	6,600	6,600	6,600		6,600	0.0%
001.F2.572.050.42.00	COMMUNICATIONS	21		-		-		-	0.0%
001.F2.572.050.45.00	RENTALS	-	322	-		-		-	0.0%
001.F2.572.050.46.00	INSURANCE	5,086	5,386	5,395	5,410	5,655		5,655	4.8%
001.F2.572.050.47.00	PUBLIC UTILITY SERVICE	9,245	7,718	8,804	7,220	9,015		9,015	2.4%
001.F2.572.050.47.03	PUBLIC UTILITY SERVICE - CITY	-	-	-	-	6,630		6,630	0.0%
001.F2.572.050.48.00	REPAIR & MAINT- FACILITIES	9,465	8,973	53,500	25,000	10,000	-	10,000	-81.3%
001.F2.572.050.48.01	REPAIR & MAINT - EQUIPMENT	-		1,200	1,200	1,200		1,200	0.0%
001.F2.572.050.49.00	MISCELLANEOUS	-	23	-	-	-		-	0.0%
Total Library Facilities		**35,725**	**51,024**	**83,999**	**64,790**	**42,684**	**-**	**42,684**	**-49.2%**
Swimming Pools									
001.F2.576.020.11.00	SALARIES AND WAGES	-	3,313	-	10,550	-		-	0.0%
001.F2.576.020.11.05	SALARIES AND WAGES - PT	-	156	-	2,359	-		-	0.0%
001.F2.576.020.12.00	OVERTIME	-	333	-	2,010	-		-	0.0%
001.F2.576.020.21.00	PERSONNEL BENEFITS	-	925	-	3,380	-		-	0.0%
001.F2.576.020.21.05	PERSONNEL BENEFITS - PT	-	27	-	565	-		-	0.0%
001.F2.576.020.31.00	OFFICE & OPERATING SUPPLIES	23,041	29,837	30,587	32,569	42,000		42,000	37.3%
001.F2.576.020.35.00	SMALL TOOLS & MINOR EQUIPMENT	-	7,498	2,500	6,470	2,500	400	2,900	16.0%
001.F2.576.020.41.00	PROFESSIONAL SERVICES	7,033	150	-	225	-		-	0.0%
001.F2.576.020.42.00	COMMUNICATIONS	914	917	1,200	920	1,200		1,200	0.0%
001.F2.576.020.43.00	TRAVEL/HOTEL/PER DIEMS	-		400	95	400		400	0.0%
001.F2.576.020.45.00	RENTALS	815	895	1,000	775	1,000		1,000	0.0%
001.F2.576.020.46.00	INSURANCE	8,083	3,787	4,570	3,530	4,640		4,640	1.5%
001.F2.576.020.47.00	PUBLIC UTILITY SERVICE	32,403	26,867	30,925	30,000	31,667		31,667	2.4%
001.F2.576.020.47.03	PUBLIC UTILITY SERVICE - CITY	-	-	-	-	37,860		37,860	0.0%
001.F2.576.020.48.00	REPAIR & MAINT - FACILITY	3,559	1,464	7,000	2,000	-	-	-	-100.0%
001.F2.576.020.48.01	REPAIR & MAINT - EQUIPMENT	-		1,000	1,550	1,000		1,000	0.0%
001.F2.576.020.48.02	REPAIR & MAINT - IT SOFTWARE/HARDW	-		-	-	-	400	400	0.0%
001.F2.576.020.49.00	MISCELLANEOUS	714	625	-	-	-		-	0.0%
001.F2.576.020.49.01	REGISTRATION	-		1,000	500	1,000		1,000	0.0%
001.F2.576.020.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	-		300	100			-	-100.0%
001.F2.576.020.49.04	COVT PERMIT/CERTIFICATION/RECORDII	-		-	200	300		300	0.0%
001.F2.594.076.64.00	CAPITAL OUTLAY- MACHINERY & EQUIP	-	-	-	-	-	22,500	22,500	0.0%
Total Swimming Pools		**76,562**	**76,794**	**80,482**	**97,798**	**123,567**	**23,300**	**146,867**	**82.5%**
Recreation Park									
001.F2.576.080.31.00	OFFICE & OPERATING SUPPLIES	-	-	-	-	4,096		4,096	0.0%
001.F2.576.080.41.00	PROFESSIONAL SERVICES	-	-	-	-	10,000		10,000	0.0%
001.F2.576.080.45.00	RENTALS	-	-	-	-	500		500	0.0%
001.F2.576.080.47.00	PUBLIC UTILITY SERVICE	-	-	-	-	6,477		6,477	0.0%
001.F2.576.080.47.03	PUBLIC UTILITY SERVICE - CITY	-	-	-	-	2,600		2,600	0.0%
001.F2.576.080.48.00	REPAIR & MAINT- FACILITIES	-	-	-	-	2,000		2,000	0.0%
001.F2.576.080.48.01	REPAIR & MAINT - EQUIPMENT	-	-	-	-	1,000		1,000	0.0%
Tota; Recreation Park		**-**	**-**	**-**	**-**	**26,673**	**-**	**26,673**	0.0%
Due to Other Entities									
001.F2.589.030.00.04	DUE TO STATE - SALES TAX	3,585	2,245	2,000	1,670	2,000		2,000	0.0%
001.F2.589.030.00.06	DUE TO OTHERS - LET	-	1,027	1,030	770	1,030		1,030	0.0%
001.F2.589.030.00.14	DUE TO STATE - HOTEL/MOTEL TAX	490	494	540	380	540		540	0.0%
Total Due to Other Entities		**4,075**	**3,766**	**3,570**	**2,820**	**3,570**	**-**	**3,570**	**0.0%**
Capital Leases									
001.F2.594.018.71.00	CAPITAL LEASES-PRINCIPAL	-	1,206	-	-	-		-	**0.0%**
001.F2.594.018.71.01	CAPITAL LEASES-MOWER-PRINCIPAL	-	13,570	-	-	10,879		10,879	**0.0%**
001.F2.594.018.81.00	CAPITAL LEASES-INTEREST	-	406	-	-	1,663		1,663	**0.0%**
Total Capital Leases		**-**	**15,182**	**-**	**-**	**12,542**	**-**	**12,542**	**0.0%**
TOTAL FACILITIES AND PARKS		**$ 917,002**	**$ 1,014,852**	**$ 1,173,217**	**$ 1,144,644**	**$ 1,094,972**	**$ 68,300**	**$ 1,163,272**	**-0.8%**

NON-DEPARTMENTAL
General Fund 001 Department G1

Mission and Responsibilities:

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

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

2019 Accomplishment

The City Council authorized non-routine transfers out of $645,780 to various reserve funds for the following purposes:

- $80,000 to Building Abatement Fund to replenish reserve funds transferred to General Fund with the original 2019 adopted budget
- $100,000 to Compensated Absences Fund to additional reserves
- $284,000 to Public Facilities Reserve Fund for:
    - $19,000 Pool liner replacement project
    - $150,000 for future fire station land acquisition
    - $115,000 for reserves for future major facility maintenance
- $181,780 to Automotive Equipment Reserve Fund to replenish $81,780 budgeted for equipment purchases in 2019 and $100,000 additional reserves for future equipment replacements

2020 Significant Changes

LEOFF 1 retiree medical benefits for police and fire are moved to the new LEOFF 1 OPEB Reserve Fund.

- $156,000 budget for police and fire LEOFF 1 retiree medical benefit is moved to the new LEOFF 1 OPEB Reserve Fund.
- Fire pension levy at 22.5 cent per $1,000 assessed value is transferred to the new LEOFF 1 OPEB Reserve fund to provide funds for all LEOFF 1 retiree medical benefits, including pre-LOEFF firefighter retirees, which was accounted for in the Freemen's Pension Fund in previous years.

The 2020 Budget includes $99,950 in the suspense account for potential funding needs for increase in payroll costs due to the labor union negotiations that are currently in process.

NONDEPARTMENTAL DEPARTMENT EXPENDITURE SUMMARY

Non-departmental Primary Cost Summary	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Proposed Budget	Change 2020-2019	% Change 2020-2019
Salaries/Wages	-	-	-	-	99,950	99,950	0.0%
LEOFF1 Retiree Medical	$ 131,788	$ 115,564	$ 156,000	$ 104,410	$ -	$ (156,000)	-100.0%
Firemen's Pension	-	156,379	178,676	179,060	13,550	(165,126)	-92.4%
Supplies	5,498	2,647	4,600	2,020	11,500	6,900	150.0%
Services	208,244	193,984	169,967	154,695	147,910	(22,057)	-13.0%
Capital Outlay	31,343		5,000	-	15,000	10,000	200.0%
Transfers Out	207,742	558,906	870,479	865,861	239,959	(630,520)	-72.4%
Total Expenditures	**584,615**	**1,027,480**	**1,384,722**	**1,306,046**	**527,869**	**(856,853)**	**-61.9%**
Interfund Charges	-	(22,938)	-	(9,824)	(9,824)	(9,824)	0.0%
Net Expenditures	**$ 584,615**	**$1,004,542**	**$1,384,722**	**$1,296,222**	**$ 518,045**	**$ (866,677)**	**-62.6%**
Service Related Fees/Revenues							
Funding from General Revenues	**$ 584,615**	**$1,004,542**	**$1,384,722**	**$1,296,222**	**$ 518,045**	**$ (866,677)**	**-62.6%**

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

EXPENDITURES

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
EXPENDITURES									
Advisory/Finance Services									
001.G1.513.020.49.01	REGISTRATION	$ 4,734	$ 4,869	$ -	$ -	$ -		$ -	0.0%
001.G1.513.029.4C.00	SERVICES CONTRA EXP	-	(992)	-	-	-		-	0.0%
001.G1.514.089.41.00	PROFESSIONAL SERVICES - AUDIT	48,749	23,355	-	-	-		-	0.0%
001.G1.514.089.4C.00	SERVICES CONTRA EXP	-	(10,085)	-	-	-		-	0.0%
Total Advisory/Finance Services		**53,483**	**17,147**	**-**	**-**	**-**	**-**	**-**	**0.0%**
LEOFF 1 Retiree OPEB									
001.G1.517.021.29.00	PENSION PMTS (MEDICAL) - PD	85,465	57,120	91,000	54,380	-		-	-100.0%
001.G1.517.021.29.01	PENSION PMTS (MEDICAL) - FD	46,323	58,444	65,000	50,030	-		-	-100.0%
Total LEOFF 1 Retiree OPEB		**131,788**	**115,564**	**156,000**	**104,410**	**-**	**-**	**-**	**-100.0%**
Pre-LEOFF Pension Contiribution									
001.G1.522.010.29.01	FIRE PENSION CONTRIBUTION - PROPERTY TA	-	156,379	165,126	165,126	-		-	-100.0%
001.G1.522.010.29.02	FIRE PENSION CONTRIBUTION - FIRE INS TAX	-	-	13,550	13,934	13,550		13,550	0.0%
Total LEOFF 1 Retiree OPEB		**-**	**156,379**	**178,676**	**179,060**	**13,550**	**-**	**13,550**	**-92.4%**
Wellness Program									
001.G1.518.011.31.00	SUPPLIES - WELLNESS PROGRAM	1,387	598	-	-	-		-	0.0%
Total Wellness Program		**1,387**	**598**	**-**	**-**	**-**	**-**	**-**	**0.0%**
Information Technology Service									
001.G1.518.080.31.00	OFFICE & OPERATING SUPPLIES	988	920	1,500	-	1,500		1,500	0.0%
001.G1.518.080.35.00	SMALL TOOLS & MINOR EQUIPMENT	3,059	-	3,000	2,020	1,000	8,900	9,900	230.0%
001.G1.518.080.41.00	PROFESSIONAL SERVICES - IT	1,029	1,909	15,000	580	3,000		3,000	-80.0%
001.G1.518.080.48.00	REPAIR & MAINT- FACILITIES	26,115	33,928	-	-	-		-	0.0%
001.G1.518.080.48.01	REPAIR & MAINT - EQUIPMENT	-		10,000	-	-		-	-100.0%
001.G1.518.080.48.02	R & M - SOFTWARE/HARDWARE	-		25,000	36,825	31,910		31,910	27.6%
001.G1.518.080.49.00	MISCELLANEOUS	25,880	40	2,000	-	2,000		2,000	0.0%
001.G1.518.089.3C.00	SUPPLIES CONTRA EXP	-	(272)	-	(272)	(272)		(272)	0.0%
001.G1.518.089.4C.00	SERVICES CONTRA EXP	-	(9,552)	-	(9,552)	(9,552)		(9,552)	0.0%
Total Information Technology Service		**57,071**	**26,973**	**56,500**	**29,601**	**29,586**	**8,900**	**38,486**	**-31.9%**
Common Facility Maintenance									
001.G1.518.090.31.00	OFFICE & OPERATING SUPPLIES	64	1,129	100	-	100		100	0.0%
001.G1.518.090.41.00	PROFESSIONAL SERVICES-Stragetic Planning	-	9,996		-	-		-	0.0%
001.G1.518.090.42.00	COMMUNICATIONS	2,388	(18)	1,000	510	1,000		1,000	0.0%
001.G1.518.090.45.00	RENTALS	1,977	1,583	2,000	1,190	2,000		2,000	0.0%
001.G1.518.090.46.00	INSURANCE	3,790	4,248	5,500	4,156	6,200		6,200	12.7%
001.G1.518.090.49.00	MISCELLANEOUS	32	131	200	40	200		200	0.0%
001.G1.518.090.40.03	EXTERNAL TAXES & OPER ASSESS	(4)	94	20	100	100		100	400.0%
001.G1.589.090.00.00	SUSPENSE/CLEARING ACCOUNT	-	-	-	-	99,950		99,950	0.0%
Total Common Facility Maintenance		**8,247**	**17,163**	**8,820**	**5,996**	**109,550**	**-**	**109,550**	**1142.1%**
Other Contracted Services									
001.G1.514.040.40.01	INTERGOVT PROF SVCS - LC ELECTIONS	6,508	-	8,000	8,000	-		-	-100.0%
001.G1.514.090.40.02	INTERGOVT SVCS -VOTER REGISTRATION	7,131	7,101	8,500	8,500	8,500		8,500	0.0%
001.G1.518.099.5C.00	INTERGOVT SVCS CONTRA EXP	-	(2,037)	-	-	-		-	0.0%
001.G1.553.030.40.11	INTERGOVT SVCS - LC FLOOD WARNING	6,000	4,000	4,000	4,000	4,000		4,000	0.0%
001.G1.553.030.41.00	PROF. SVCS - LC FLOOD MITIGATION FUNDING	15,000	15,000	15,000	15,000	15,000		15,000	0.0%
001.G1.553.070.40.07	INTERGOVT SERVICES - SW CLEAN AIR	2,431	3,208	3,247	3,247	3,500		3,500	7.8%
001.G1.558.070.41.00	PROF SERVICES - MAIN STREET PROGRAM	54,500	51,500	50,000	50,000	50,000		50,000	0.0%
001.G1.558.070.41.01	PROF SERVICES - PORT OF OLY FTZ	4		-	-	-		-	0.0%
001.G1.558.070.40.09	INTERGOVT SERVICES - LC EDC	-	8,000	8,000	10,000	8,000		8,000	0.0%
001.G1.565.040.40.05	HOMELESS SERVICES - CENTRALIA	-	3,000	3,000	3,000	3,000		3,000	0.0%
001.G1.566.000.41.00	2% LIQ PROFITS/TAX - CHEM DEP SVCS - LC	1,980	2,001	2,000	2,027	2,000		2,000	0.0%
001.G1.569.000.40.06	INTERGOVT SERVICES - LC SR CENTER	-	20,000	7,500	7,500	7,500		7,500	0.0%
001.G1.589.030.00.06	DUE TO STATE-LET	-	39	-	20	-		-	0.0%
Total Other Contracted Services		**93,554**	**111,812**	**109,247**	**111,294**	**101,500**	**-**	**101,500**	**-7.1%**
Capital Expenditures									
001.G1.594.018.64.00	MACHINERY & EQUIPMENT	31,343		5,000	-	-	15,000	15,000	200.0%
Total Capital Expenditures		**31,343**	**-**	**5,000**	**-**	**-**	**15,000**	**15,000**	**200.0%**

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

EXPENDITURES

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
Transfers Out									
001.G1.597.000.05.03	TRANSFER OUT - FUND 003	183,011	196,601	198,808	195,190	49,530		49,530	-75.1%
001.G1.597.000.05.04	TRANSFER OUT - FUND 004			80,000	80,000	-		-	-100.0%
001.G1.597.000.05.05	TRANSFER OUT - FUND 005			-	-	166,049		166,049	0.0%
001.G1.597.000.05.10	TRANSFER OUT - FUND 110	-	92,868	100,000	100,000	-		-	-100.0%
001.G1.597.000.05.20	TRANSFER OUT - FUND 200	24,731	25,969	24,891	24,891	24,380		24,380	-2.1%
001.G1.597.000.05.31	TRANSFER OUT - FUND 301	-	150,000	284,000	284,000	-		-	-100.0%
001.G1.597.000.05.32	TRANSFER OUT - FUND 302	-	92,868	181,780	181,780	-		-	-100.0%
001.G1.597.000.05.95	TRANSFER OUT - FUND 195	-	600	1,000	-	-		-	-100.0%
Total Transfers Out		**207,742**	**558,906**	**870,479**	**865,861**	**239,959**	**-**	**239,959**	**-72.4%**
TOTAL NON-DEPARTMENTAL EXPENDITURES		**$ 584,615**	**$ 1,004,542**	**$ 1,384,722**	**$ 1,296,222**	**$ 494,145**	**$ 23,900**	**$ 518,045**	**-62.6%**

HUMAN RESOURCES
General Fund 001 Department G2

Employees:

Department / Classification	2017 Actual	2018 Actual	2019 Amended Budget	2020 Proposed Budget	Changes 2020 from 2019
HUMAN RESOURCES					
Human Resources/Risk Manager	1.00	1.00	1.00	1.00	0.00
Total Human Resources Employees (FTE)	**1.00**	**1.00**	**1.00**	**1.00**	**0.00**

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

2019 Accomplishments:

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

2020 Goals and Objectives:

- Continue to work with City Manager and department heads on succession planning needs and goals of each department
- Continue to update position job descriptions
- Manage workforce needs within budgetary constraints
- Plan for and implement requirements associated with health care reform acts
- Participate in annual audit by WCIA
- Continue working with City Manager to update the employee personnel manual
- Evaluate medical plans for non-uniformed and fire personnel
- Develop and identify a Professional Development Program for managers and supervisors

Significant Changes 2020:

- Decreased Labor Negotiations contract services in anticipation that the collective bargaining agreements will be completed prior to 2020.

HUMAN RESOURCES DEPARTMENT EXPENDITURE SUMMARY

Human Resources Primary Cost Summary	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Proposed Budget	Change 2020-2019	% Change 2020-2019
Salaries & Wages	$ 80,802	$ 88,595	$ 95,940	$ 95,830	$ 95,960	$ 20	0.0%
Benefits	31,311	34,262	36,850	36,330	36,878	28	0.1%
Supplies	2,509	1,040	4,350	2,300	3,225	(1,125)	-25.9%
Services	5,356	36,847	98,615	98,015	33,175	(65,440)	-66.4%
Total Expenditures	**$ 119,978**	**$ 160,744**	**$ 235,755**	**$ 232,475**	**$ 169,238**	**$ (66,517)**	**-28.2%**
Interfund Charges	(37,194)	(52,564)	(41,477)	(78,210)	(41,477)	-	0.0%
Net Expenditures	**$ 82,784**	**$ 108,180**	**$ 194,278**	**$ 154,265**	**$ 127,761**	**$ (66,517)**	**-34.2%**
Related Service Fees/Revenues							
Grant reimbursement	2,465	320	-	-	-	-	0.0%
Total Related Service Fees/Revenues	**$ 2,465**	**$ 320**	**$ -**	**$ -**	**$ -**	**$ -**	**0.0%**
Funding from General Revenues	**$ 80,319**	**$ 107,860**	**$ 194,278**	**$ 154,265**	**$ 127,761**	**$ (66,517)**	**-34.2%**

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

EXPENDITURES

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
EXPENDITURES - HUMAN RESOURCES									
Administration									
001.G2.518.010.11.00	SALARIES AND WAGES	$ 80,802	$ 88,595	$ 95,940	$ 95,830	$ 95,960		$ 95,960	0.0%
001.G2.518.010.21.00	PERSONNEL BENEFITS	31,311	34,262	36,850	$ 36,330	36,878		36,878	0.1%
001.G2.518.010.31.00	OFFICE & OPERATING SUPPLIES	2,412	967	1,500	800	1,500		1,500	0.0%
001.G2.518.010.31.04	SUPPLIES - WELLNESS PROGRAM	-		1,500	1,000	1,500		1,500	0.0%
001.G2.518.010.32.00	FUEL CONSUMED	97	73	150	-	100		100	-33.3%
001.G2.518.010.35.00	SMALL TOOLS & MINOR EQUIPMENT	-		1,200	500	125		125	-89.6%
001.G2.518.010.41.00	PROFESSIONAL SERVICES	-	30,674	90,000	90,000	25,000		25,000	-72.2%
001.G2.518.010.41.01	PROF SVCS - AWC Drug/ Alcohol testing	-		-		1,355		1,355	0.0%
001.G2.518.010.42.00	COMMUNICATIONS	1,613	1,672	1,950	1,900	2,010		2,010	3.1%
001.G2.518.010.43.00	TRAVEL/HOTEL/PER DIEM	416	556	600	400	600		600	0.0%
001.G2.518.010.44.00	ADVERTISING	-		250	-	250		250	0.0%
001.G2.518.010.45.00	RENTALS	-	140	2,220	780	1,200		1,200	-45.9%
001.G2.518.010.46.00	INSURANCE	1,680	1,625	1,625	2,520	1,740		1,740	7.1%
001.G2.518.010.47.00	PUBLIC UTILITY SERVICE	37	8	20	20	20		20	0.0%
001.G2.518.010.48.00	REPAIR & MAINT- FACILITY	135	303	200	200	200		200	0.0%
001.G2.518.010.48.02	R & M - SOFTWARE/HARDWARE	-		-	240	200		200	0.0%
001.G2.518.010.49.00	MISCELLANEOUS	156	1,690	1,350	400	200		200	-85.2%
001.G2.518.010.49.01	REGISTRATION	1,319	-	400	200	400		400	0.0%
001.G2.518.010.49.02	MEMBERSHIP DUES/SUBSCRIPTION	-	-	-	1,355	-		-	0.0%
001.G2.594.018.71.00	CAPITAL LEASES-PRINCIPAL	-	127	-		-		-	0.0%
001.G2.594.018.81.00	CAPITAL LEASES-INTEREST	-	52	-		-		-	0.0%
Total Administration		**119,978**	**160,744**	**235,755**	**232,475**	**169,238**	**-**	**169,238**	**-28.2%**
Contra Expenditures									
001.G2.518.019.1C.00	WAGE CONTRA EXP	(25,049)	(28,971)	(27,665)	(33,290)	(27,665)		(27,665)	0.0%
001.G2.518.019.2C.00	BENEFIT CONTRA EXP	(9,707)	(11,204)	(10,671)	(12,620)	(10,671)		(10,671)	0.0%
001.G2.518.019.3C.00	SUPPLIES CONTRA EXP	(778)	(340)	(471)	(330)	(471)		(471)	0.0%
001.G2.518.019.4C.00	SERVICES CONTRA EXP	(1,660)	(12,049)	(2,670)	(31,970)	(2,670)		(2,670)	0.0%
Total Contra Expenditures		**(37,194)**	**(52,564)**	**(41,477)**	**(78,210)**	**(41,477)**	**-**	**(41,477)**	**0.0%**
TOTAL HUMAN RESOURCES		**$ 82,784**	**$ 108,180**	**$ 194,278**	**$ 154,265**	**$ 127,761**	**$ -**	**$ 127,761**	**-34.2%**

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POLICE
General Fund 001 Department H1

Employees:

Department / Classification	2017 Actual	2018 Actual	2019 Amended Budget	2020 Proposed Budget	Changes 2020 from 2019
POLICE					
Chief of Police	1.00	1.00	1.00	1.00	0.00
Deputy Chief	1.00	1.00	1.00	1.00	0.00
Administrative Assistant	1.00	1.00	1.00	1.00	0.00
Records Technician	2.00	2.00	2.00	2.00	0.00
Records Assistant/Evidence Tech	0.00	0.00	1.00	1.00	0.00
Police Sergeant	4.00	4.00	4.00	4.00	0.00
Police Officer	12.00	12.00	12.00	12.00	0.00
Police Officer (vacant) - 1 FTE	0.00	0.00	0.00	0.00	0.00
Parking Enforcement/Evidence Technician	1.00	1.00	0.00	0.00	0.00
Downtown Parking Enforcement (PT)	0.00	0.00	0.50	0.50	0.00
Community Services Officer	1.00	1.00	1.00	1.00	0.00
Civil Service Examiner (PT)	0.05	0.05	0.05	0.05	0.00
Total Police Employees (FTE)	**23.05**	**23.05**	**23.55**	**23.55**	**0.00**

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.

2019 Accomplishments:

- Revised and updated many policies.
- Exceeded the State's minimum training requirements for officer's annual training
- Purchased one patrol vehicle

- Continued efforts to improve the quality of dispatch services and determine feasibility of pursuing dispatch service options

- Hired one patrol officer to fill a vacancy, and reorganized the parking, evidence, and records divisions.
- Improved major crime investigation and reporting procedures.
- Conducted a full audit and purge of the evidence room.
- Researched and began purchasing exterior patrol vests for officers.

2020 Goals and Objectives:

- Continue our efforts with improving services from Lewis County's Dispatch Center and determining the feasibility of finding other options.
- Begin final preparations for re-accreditation which is due in 2021.
- Create a secure evidence storage area for large evidence items such as vehicles or equipment.

Significant Changes 2020:

Copy Machine: The police department's copy machine was purchased in 2014 and is becoming increasingly difficult to operate, suffering significant jams, and the quality of copies is deteriorating. This machine gets and enormous amount of use every day. We looked at several options and believe the lease of a new copier is the way to go. We received three estimates for copiers and the one most suited to our needs leases for $200.95 per month, 60 months comes to $12,057. To purchase outright would cost $10,360.

Routinely, the Chehalis Police Department has purchased one new police vehicle per year, rotating out the oldest and highest mileage vehicles. 2019 was scheduled to also rotate out an administrative vehicle (The Police Chief's) due to its age and high mileage. While the patrol vehicle was ultimately purchased in 2019, the Administrative Vehicle purchase was put on hold, I have again added it to the 2020 budget as we will likely need to replace the Deputy Chief's car in 2021. The budget for this will be presented in the fund established as an automotive equipment reserve.

In 2018 we began a lease program with Taser International, so instead of a large one time purchase we have again budgeted the smaller lease amount of approximately $5,600. We have no major equipment purchases planned for 2020.

Eliminated from the the budget in 2019 was a garage that was to be built at the police firing range. Currently, the Chehalis Police Department does not have a location to securely store vehicles. At times, we have vehicles that are evidence in a crime, recovered stolen vehicles, or vehicles that we have surplused. Evidentiary vehicles need to be secured and stored out of the weather; we currently have a small garage attached to City Hall, but this only accommodates smaller vehicles and lacks any real security that would be more consistent with an evidence garage. Surplused vehicles are often stored at the range, but in the case of the last three just moved from there to auction, we needed to hire a professional car detailer to remove the mold that had grown inside due to the weather. A three-bay garage was planned to be able to keep these vehicles dry and provide a secure area for vehicle evidence storage.

That garage was estimated to cost approximately $30K. In 2019 we were able to acquire a large connex container. This container could potentially hold a mid-sized car for storage, although it would not allow enough room to work on the vehicle, as in execute a search warrant. This year we sought an estimate for 150 feet of fencing to create a storage yard around this container. While this would not provide weather proof storage, it would give us another option for vehicles, trailers, or larger evidence item storage. A good example of this need was the WSECU ATM theft this spring, where we needed to utilize the County's storage facility for the large evidentiary items.

The Dispatch service contract has increase by 7%, and we saw a 5% increase in our jail fees for 2020.

POLICE DEPARTMENT EXPENDITURE SUMMARY

Police Department Primary Cost Summary	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Proposed Budget	Change 2020-2019	% Change 2020-2019
Salary & Wages	$ 1,675,061	$1,841,987	1,886,342	1,822,665	1,901,215	14,873	0.9%
Benefits	744,320	778,845	826,834	830,145	901,680	74,846	9.1%
Supplies	76,696	84,273	77,127	62,040	75,500	(1,627)	-2.1%
Services and Charges	420,156	442,257	497,106	463,059	546,897	49,791	10.0%
Capital Outlay	127,048	39,403	12,212	12,970	-	(12,212)	-100.0%
Total Expenditures	**$ 3,043,281**	**$3,186,765**	**3,299,621**	**3,190,879**	**3,425,292**	**125,671**	**3.8%**
Service Related Fees/Revenues							
Criminal Justice Sales Tax	$ 126,143	$ 138,488	$ 144,730	$ 150,296	$ 141,770	$ (2,960)	-2.0%
Animal Licenses & Gun Permits	3,542	3,279	3,810	4,790	3,870	60	1.6%
Grants	4,311	2,918	-	1,411	-	-	0.0%
State Shared Revenues	129,025	155,788	134,720	161,841	153,140	18,420	13.7%
Law Enforcement Services	3,327	6,397	2,410	2,088	1,860	(550)	-22.8%
Contributions and Other	-	-	-	-	-	-	0.0%
Confiscation & Forfeiture	32,296	21,919	10,250	15,110	23,110	12,860	125.5%
Total Service Related Fees/Revenues	**$ 298,644**	**$ 328,789**	**$ 295,920**	**$ 335,536**	**$ 323,750**	**$ 27,830**	**9.4%**
Funding from General Revenues	**$ 2,744,637**	**$2,857,976**	**$3,003,701**	**$2,855,343**	**$3,101,542**	**$ 97,841**	**3.3%**

FUND: 001 - GENERAL FUND
DEPARTMENT: H1 - POLICE

EXPENDITURES

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
EXPENDITURES									
General Administration									
001.H1.521.010.11.00	SALARIES AND WAGES	$ 174,432	$ 235,108	$ 221,700	$ 223,400	$ 221,700		$ 221,700	0.0%
001.H1.521.010.11.02	SALARIES AND WAGES	47,630	49,054	50,052	50,000	50,102		50,102	0.1%
001.H1.521.010.11.05	PART TIME SALARIES AND WAGES	290	680	-	-	-		-	0.0%
001.H1.521.010.21.00	PERSONNEL BENEFITS	68,967	77,823	79,914	78,610	80,483		80,483	0.7%
001.H1.521.010.21.02	PERSONNEL BENEFITS	19,035	25,549	20,951	20,850	21,166		21,166	1.0%
001.H1.521.010.21.05	PART TIME PERSONNEL BENEFITS	25	58	-	-	-		-	0.0%
001.H1.521.010.31.01	OFFICE & OPERATING SUPPLIES	5,730	6,491	6,677	4,310	6,500		6,500	-2.7%
001.H1.521.010.31.02	RANGE OFFICE & OPERATING SUP	3,479	3,392	3,500	3,340	3,500		3,500	0.0%
001.H1.521.010.35.00	SMALL TOOLS & MINOR EQUIPMENT	3,039	2,938	5,500	4,050	4,500	-	4,500	-18.2%
001.H1.521.010.41.00	PROFESSIONAL SERVICES	3,890	1,988	2,600	2,290	2,500		2,500	-3.8%
001.H1.521.010.41.01	PROFESSIONAL SERVICES - LC IT	-	4,320	4,300	4,320	5,640		5,640	31.2%
001.H1.521.010.42.00	COMMUNICATIONS	32,368	32,766	34,700	31,830	35,020		35,020	0.9%
001.H1.521.010.44.00	ADVERTISING	-	-	-	144	150		150	0.0%
001.H1.521.010.45.00	RENTALS	1,500	1,500	10,000	1,500	13,600		13,600	36.0%
001.H1.521.010.46.00	INSURANCE	41,932	45,977	46,140	41,488	47,480		47,480	2.9%
001.H1.521.010.48.00	REPAIR & MAINT- FACILITIES	8,724	9,639	-	-	-		-	0.0%
001.H1.521.010.48.01	REPAIR & MAINT - EQUIPMENT	4,320	-	-	-	-		-	0.0%
001.H1.521.010.48.02	REPAIR & MAINT - IT SOFTWARE/HARDW	-	-	8,500	7,500	8,500		8,500	0.0%
001.H1.521.010.49.00	MISCELLANEOUS	2,177	2,134	-	-	-		-	0.0%
001.H1.521.010.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	-	150	3,500	3,500	4,200		4,200	20.0%
001.H1.521.010.40.03	EXTERNAL TAXES & OPER ASSESS	-	8	-	-	-		-	0.0%
Total General Administration		**417,538**	**499,575**	**498,034**	**477,132**	**505,041**	**-**	**505,041**	**1.4%**
Records									
001.H1.521.R10.11.00	SALARIES AND WAGES	85,786	88,413	115,761	112,980	146,844		146,844	26.9%
001.H1.521.R10.21.00	PERSONNEL BENEFITS	57,032	61,074	77,497	85,470	102,054		102,054	31.7%
Total Records		**142,818**	**149,487**	**193,258**	**198,450**	**248,898**	**-**	**248,898**	**28.8%**
Investigation									
001.H1.521.021.11.00	SALARIES AND WAGES	213,607	218,366	261,694	258,020	256,056		256,056	-2.2%
001.H1.521.021.12.00	OVERTIME	20,118	36,047	16,286	15,130	16,286		16,286	0.0%
001.H1.521.021.21.00	PERSONNEL BENEFITS	107,104	89,963	115,684	119,220	118,028		118,028	2.0%
001.H1.521.021.24.00	UNIFORMS & CLOTHING	1,620	1,300	1,800	1,800	1,800		1,800	0.0%
001.H1.521.021.41.00	PROFESSIONAL SERVICES	1,643	1,033	3,000	1,800	3,000		3,000	0.0%
Total Investigation		**344,092**	**346,709**	**398,464**	**395,970**	**395,170**	**-**	**395,170**	**-0.8%**
Patrol									
001.H1.521.022.11.00	SALARIES AND WAGES	935,588	1,025,036	1,057,112	1,019,000	1,044,807		1,044,807	-1.2%
001.H1.521.022.12.00	OVERTIME	95,726	80,720	84,320	66,270	84,320		84,320	0.0%
001.H1.521.022.21.00	PERSONNEL BENEFITS	426,222	452,061	468,110	470,070	500,049		500,049	6.8%
001.H1.521.022.24.00	UNIFORMS & CLOTHING	5,644	9,076	13,500	5,820	13,500		13,500	0.0%
001.H1.521.022.31.00	OFFICE & OPERATING SUPPLIES	16,107	14,296	18,000	9,970	18,000		18,000	0.0%
001.H1.521.022.32.00	FUEL CONSUMED	26,842	31,094	28,000	24,810	28,000		28,000	0.0%
001.H1.521.022.35.00	SMALL TOOLS & MINOR EQUIPMENT	19,605	25,916	14,300	14,300	13,850	-	13,850	-3.1%
001.H1.521.022.41.00	PROFESSIONAL SERVICES	4,313	5,093	3,000	4,370	3,000		3,000	0.0%
001.H1.521.022.42.01	COMMUNICATIONS - MOBILE	3,315	4,139	4,000	3,420	4,000		4,000	0.0%
001.H1.521.022.45.00	RENTALS	-	4,461	-	-	-		-	0.0%
001.H1.521.022.48.00	REPAIR & MAINT- FACILITIES	3,411	10,391	-		-		-	0.0%
001.H1.521.022.48.01	REPAIR & MAINT - EQUIPMENT	-	-	6,000	8,560	6,000		6,000	0.0%
001.H1.521.022.49.00	MISCELLANEOUS	25	-	-		-		-	0.0%
Total Patrol		**1,536,798**	**1,662,283**	**1,696,342**	**1,626,590**	**1,715,526**	**-**	**1,715,526**	**1.1%**
Special Unit - JNET									
001.H1.521.023.43.00	TRAVEL/HOTEL/PER DIEM	-	-	3,300	3,000	1,800		1,800	-45.5%
001.H1.521.023.45.00	RENTAL	-	-	9,339	8,220	19,500		19,500	108.8%
001.H1.521.023.49.00	MISCELLANEOUS - BUY MONEY	2,848	1,787	6,000	2,600	6,000		6,000	0.0%
001.H1.521.023.49.01	REGISTRATION	-	-	1,500	600	1,200		1,200	-20.0%
Total Special Unit - JNET		**2,848**	**1,787**	**20,139**	**14,420**	**28,500**	**-**	**28,500**	**41.5%**
Special Weapons and Tactics (SWAT)									
001.H1.521.C23.24.00	UNIFORMS & CLOTHING	-	-	500	500	500		500	0.0%
001.H1.521.C23.31.00	OFFICE & OPERATING SUPPLIES	1,380	-	1,000	1,000	1,000		1,000	0.0%

FUND: 001 - GENERAL FUND
DEPARTMENT: H1 - POLICE

EXPENDITURES

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
Total Special Weapons and Tactics (SWAT)		**1,380**	**-**	**1,500**	**1,500**	**1,500**	**-**	**1,500**	**0.0%**
Training									
001.H1.521.040.43.00	TRAVEL/HOTEL/PER DIEMS	1,439	1,214	7,000	4,430	12,200		12,200	74.3%
001.H1.521.040.43.01	TRAVEL - STAFF	3,018	3,362	-		-		-	0.0%
001.H1.521.040.49.00	MISCELLANEOUS	1,950	495	-		-		-	0.0%
001.H1.521.040.49.01	REGISTRATION	10,107	3,592	8,500	7,170	9,500		9,500	11.8%
Total Training		**16,514**	**8,663**	**15,500**	**11,600**	**21,700**	**-**	**21,700**	**40.0%**
Facilities									
001.H1.521.050.11.00	SALARIES AND WAGES	-	-	10,000	-	10,000		10,000	0.0%
001.H1.521.050.11.06	SALARIES AND WAGES	10,602	12,307	-	14,620	-		-	0.0%
001.H1.521.050.21.00	PERSONNEL BENEFITS	-	-	3,500		3,500		3,500	0.0%
001.H1.521.050.21.06	PERSONNEL BENEFITS	3,079	3,096	-	3,680	-		-	0.0%
001.H1.521.050.31.00	OFFICE & OPERATING SUPPLIES	-	-	-	260	-		-	0.0%
001.H1.521.050.47.00	PUBLIC UTILITY SERVICE	884	923	880	910	880		880	0.0%
001.H1.521.050.47.03	PUBLIC UTILITY SERVICE - CITY	-	-	-	-	2,965		2,965	0.0%
001.H1.521.050.48.00	REPAIR & MAINT- FACILITIES	501	-	500	1,750	1,300	4,500	5,800	1060.0%
001.H1.521.050.49.00	MISCELLANEOUS	383	768	800	-	-		-	-100.0%
Total Facilities		**15,449**	**17,094**	**15,680**	**21,220**	**18,645**	**4,500**	**23,145**	**47.6%**
Prisoner Service									
001.H1.523.060.41.00	PROFESSIONAL SERVICES	2,670	4,112	5,000	3,000	5,000		5,000	0.0%
001.H1.523.060.40.13	INTERGOVT PROF SVCS -LC JAIL SVCS	83,522	84,915	82,407	82,407	86,527		86,527	5.0%
Total Prisoner Service		**86,192**	**89,027**	**87,407**	**85,407**	**91,527**	**-**	**91,527**	**4.7%**
Contracted Services - Alarm & Dispatch									
001.H1.528.060.40.12	INTERGOVT SVCS-LC DISPATCHING	198,140	210,364	232,790	232,790	249,085		249,085	7.0%
Total Contracted Services - Alarm & Dispatch		**198,140**	**210,364**	**232,790**	**232,790**	**249,085**	**-**	**249,085**	**7.0%**
Parking Facilities									
001.H1.542.065.11.00	SALARIES AND WAGES	41,302	44,689	16,773	10,625	18,456		18,456	10.0%
001.H1.542.065.21.00	PERSONNEL BENEFITS	20,194	22,117	5,501	4,625	19,217		19,217	249.3%
001.H1.542.065.24.00	UNIFORMS & CLOTHING	-	-	-		500		500	0.0%
001.H1.542.065.40.03	EXTERNAL TAXES & OPER ASSESS	2,033	1,712	9,500	2,200	9,500		9,500	0.0%
Total Parking Facilities		**63,529**	**68,518**	**31,774**	**17,450**	**47,673**	**-**	**47,673**	**50.0%**
Nuisance Control									
001.H1.554.020.11.00	SALARIES AND WAGES	24,990	25,784	26,322	26,310	26,322		26,322	0.0%
001.H1.554.020.21.00	PERSONNEL BENEFITS	17,699	18,364	19,939	19,750	20,442		20,442	2.5%
Total Nuisance Control		**42,689**	**44,148**	**46,261**	**46,060**	**46,764**	**-**	**46,764**	**1.1%**
Animal Control									
001.H1.554.030.11.00	SALARIES AND WAGES	24,990	25,783	26,322	26,310	26,322		26,322	0.0%
001.H1.554.030.21.00	PERSONNEL BENEFITS	17,699	18,364	19,938	19,750	20,441		20,441	2.5%
001.H1.554.030.31.00	OFFICE & OPERATING SUPPLIES	514	146	150	-	150		150	0.0%
001.H1.554.030.47.00	PUBLIC UTILITY SERVICE	736	459	350	430	350		350	0.0%
001.H1.554.030.47.03	PUBLIC UTILITY SERVICE - CITY	-	-	-	-	-		-	0.0%
001.H1.554.030.49.00	MISCELLANEOUS	34	-	-	-	-		-	0.0%
001.H1.554.030.40.14	INTERGOVT SVCS-LC ANIMAL SHELTER	3,257	4,000	3,500	1,730	3,500		3,500	0.0%
Total Animal Control		**47,230**	**48,752**	**50,260**	**48,220**	**50,763**	**-**	**50,763**	**1.0%**
Due to Other Agencies									
001.H1.589.030.00.00	DUE TO OTHER GOVT UNIT-BKG INV	1,016	955	-	1,100	-		-	0.0%
Total Due to Other Agencies		**1,016**	**955**	**-**	**1,100**	**-**	**-**	**-**	**0.0%**
Capital Outlays									
001.H1.594.021.62.00	BUILDINGS & STRUCTURES	-	-	7,939	7,939	-		-	-100.0%
001.H1.594.021.64.00	MACHINERY & EQUIPMENT	90,002	39,403	4,273	5,031	-	-	-	-100.0%
001.H1.594.021.64.K9	MACHINERY & EQUIPMENT	37,046	-	-		-		-	0.0%
Total Capital Outlays		**127,048**	**39,403**	**12,212**	**12,970**	**-**	**-**	**-**	**-100.0%**
TOTAL POLICE		**$ 3,043,281**	**$ 3,186,765**	**$ 3,299,621**	**$ 3,190,879**	**$ 3,420,792**	**$ 4,500**	**$ 3,425,292**	**3.8%**

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FIRE
General Fund 001 Department I1

Employees:

Department / Classification	2017 Actual	2018 Actual	2019 Amended Budget	2020 Proposed Budget	2020 Changes from 2019
FIRE					
Fire Chief	1.00	1.00	1.00	1.00	0.00
Department Administrative Assistant	1.00	1.00	1.00	1.00	0.00
Fire Captain	4.00	4.00	4.00	4.00	0.00
Firefighter/Engineer	7.00	7.00	8.00	8.00	0.00
Firefighter/Paramedic	1.00	1.00	0.00	0.00	0.00
Civil Service Examiner (PT)	0.10	0.10	0.10	0.10	0.00
Total Fire Employees (FTE)	**14.10**	**14.10**	**14.10**	**14.10**	**0.00**

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. Department 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 fire fighters. The division performs fire rescue, suppression, and overhaul or salvage functions. EMS consists of 24-hour basic life support with the ability to defibrillate heart patients and provide backup emergency transportation. The response goal of fire and emergency medical services is to be on the scene within 4 minutes or less upon of notification and to have the full structure alarm arriving in 8 minutes of less.

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

2019 Accomplishments:

- Completed Co-habitation of the crews to Station 61 and added personnel lockers
- LC-Tac-1 The frequency built by RFA & CFD going operational Sept. 1st, 2019
- Started conversion of all CFD outdated Policies to Lexipol
- Converted all of paper Pre-Fire Plans to electronic that can be accessed in field
- Updated our Auto-aide Deployments Plans with neighboring districts
- Re-Negotiate Ambulance Consortium Contract
- Developed New Medical Program Director Contract

2020 Goals and Objectives:

- Purchase 1Ton Truck for Brush Unit – Differed from 2019 budget
- Continue to Explore Options for 911 Communications
- Continue work on $750K HUD Grant for new Fire station
- Purchase New Hurst Tool for E48-1 Replacing Outdated Equipment
- Purchase Electronic Gury for A-48, to Reduce Lifting Injuries
- Hire Part-Time Fire Marshall $45K

Significant Changes in the 2020:

General Expenses

Increases in our 2020 budget have been due to rising fees from 911 Dispatch, Fire Marshall contract with RFA, need for Replacement Hurst Rescue Tool, Electronic Gurney and Brush Truck.

Hurst Tool: $30,777

Our current Hurst Tool requires a considerable amount of set up time on the scene of an emergency. The new generation of Hurst Tools (Jaws of Life) require no set up time because they are self-contained. In a trauma/rescue situation time is critical and if we can extricate a victim faster and get them to a Level I Trauma Center within an hour the survivability increases. A longer on-scene time, defined as the total time it takes to depart from the scene with the trauma patient, is associated with increased mortality in air transported trauma patients. The findings supported our hypothesis in that both dispatch times and on-scene times <10 min are associated with the lower mortality. Therefore, I am requesting to purchase the new generation Hurst Tool in 2020.

Electronic Gurney: $45.306

Due to AMR out of Service increase we have had to transport patients to the hospital this year 25 times to date. Lifting patients on traditional gurney can cause significant lifting injuries to first responder backs, knees resulting in loss of work and surgeries in some cases. All the EMS transporting agencies currently use electric powered gurney to lift and transport patients to a hospital. Chehalis Fire still has manual gurney that require manpower to lift. To reduce the chance of Lifting injuries and loss of work injuries. I am recommending we purchase the Electronic Gurney for CFD for 2020 and is reflected in this budget.

Brush Truck: $40K

Due to budget concerns in 2019, we did not go ahead with our purchase of a Brush Truck in 2019 and decided to delay that expenditure until 2020. Therefore, that Brush Truck request is reflected in this budget and I requesting funds for 2020. Presently, using Fire Engine that are designed for street use off road can cause significant and costly damages. Brush Trucks are designed to go off road and are better suited for this type of firefighting. The funds for the proposed purchase of the Brush Truck are included in the Automotive Equipment Reserve.

Training

The training budget was returned to 2018 levels, as training was reduced in 2019.

Capital Outlay

As noted above, funding for one-time Capital Expenditure 1 Ton Pick-up to replace 1999 Ford F-150 for Brush Patrol Unit was again requested because the purchase was delayed in 2019 due to budget concerns. This is still needed so we can reduce the need to drive the larger, more costly fire engines designed for street use on undeveloped terrain, which could damage the vehicle.

Additional Capital Expenditures for this year include the Electronic Gurney and Replacement Hurst Rescue Tool.

FIRE DEPARTMENT EXPENDITURE SUMMARY

Fire Department Primary Cost Summary	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Proposed Budget	Change 2020-2019	% Change 2020-2019
Wages	$ 1,130,087	$ 1,200,038	$ 1,280,077	$ 1,284,230	$ 1,323,078	$ 43,001	3.4%
Benefits	488,644	524,134	527,450	540,060	531,060	3,610	0.7%
Supplies	98,179	84,212	77,670	48,800	89,506	11,836	15.2%
Services	277,842	293,300	365,410	335,450	354,911	(10,499)	-2.9%
Capital Outlay	110,979	70,096	-	9,702	-	-	0.0%
Debt Service	100,172	100,172	100,172	100,172	100,172	-	0.0%
Total Expenditures	**$ 2,205,903**	**$ 2,271,952**	**$ 2,350,779**	**$ 2,318,414**	**$ 2,398,727**	**$ 47,948**	**2.0%**
Service Related Fees/Revenues							
Property Tax - EMS	314,676	309,136	327,230	323,360	333,777	6,547	2.0%
Grants & Reimbursements	1,270	5,222	5,222	1,266	1,266	(3,956)	-75.8%
Fire Investigation & Protection Service	57,308	40,061	81,022	77,310	25,050	(55,972)	-69.1%
Total Service Related Fees/Revenues	**$ 373,254**	**$ 354,419**	**$ 413,474**	**$ 401,936**	**$ 360,093**	**$ (53,381)**	**-12.9%**
Funding from General Revenues	**$ 1,832,649**	**$ 1,917,533**	**$ 1,858,478**	**$ 1,916,478**	**$ 2,038,634**	**$ 101,329**	**5.5%**

FUND: 001 - GENERAL FUND
DEPARTMENT: I1 - FIRE

EXPENDITURES

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
EXPENDITURES									
Administration									
001.I1.522.010.11.00	SALARIES AND WAGES	$ 91,560	$ 100,464	$ 137,805	$ 137,720	$ 115,832	$ -	$ 115,832	-15.9%
001.I1.522.010.11.02	SALARIES AND WAGES - ADM	47,088	49,176	51,348	51,290	51,348	-	51,348	0.0%
001.I1.522.010.11.05	SALARIES AND WAGES - PT	290	680	522	-	600		600	14.9%
001.I1.522.010.21.00	PERSONNEL BENEFITS	17,218	18,269	21,269	$ 21,260	19,864	-	19,864	-6.6%
001.I1.522.010.21.02	PERSONNEL BENEFITS - ADM	17,143	18,630	19,461	19,300	19,501	-	19,501	0.2%
001.I1.522.010.21.05	PERSONNEL BENEFITS - PT	25	58	44	-	60		60	36.4%
001.I1.522.010.24.00	UNIFORMS & CLOTHING	-	-	2,000	800	1,200		1,200	-40.0%
001.I1.522.010.31.00	OFFICE & OPERATING SUPPLIES	2,427	2,555	2,500	1,800	2,500		2,500	0.0%
001.I1.522.010.35.00	SMALL TOOLS & MINOR EQUIPMENT	3,885	11,473	5,200	2,500	-		-	-100.0%
001.I1.522.010.41.00	PROFESSIONAL SERVICES	1,188	4,000	20,700	17,480			-	-100.0%
001.I1.522.010.42.00	COMMUNICATIONS	16,391	16,112	18,140	18,000	18,320		18,320	1.0%
001.I1.522.010.45.00	RENTALS	-	81	3,100	3,050	3,000		3,000	-3.2%
001.I1.522.010.48.00	REPAIR & MAINT- FACILITIES	1,293	2,004	-	-	-		-	0.0%
001.I1.522.010.48.01	REPAIR & MAINT - EQUIPMENT	-	-	2,000	7,500	1,000		1,000	-50.0%
001.I1.522.010.48.02	REPAIR & MAINT - IT SOFTWARE/HARDWARE	-	-	-	3,000	500		500	0.0%
001.I1.522.010.49.00	MISCELLANEOUS	2,289	8,253	-	-	-		-	0.0%
001.I1.522.010.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	-	-	6,654	8,200	3,000		3,000	-54.9%
001.I1.522.010.40.08	INTERGOVT PROF SVCS- LC FD #6	33,203	24,028	11,500	11,970	-		-	-100.0%
Total Administration		**234,000**	**255,783**	**302,243**	**303,870**	**236,725**	**-**	**236,725**	**-21.7%**
Fire Suppression and EMS									
001.I1.522.020.11.00	SALARIES AND WAGES	165,694	184,458	177,980	178,040	178,960	-	178,960	0.6%
001.I1.522.020.12.00	OVERTIME	32,515	25,463	50,000	36,780	110,000		110,000	120.0%
001.I1.522.020.21.00	PERSONNEL BENEFITS	83,493	89,541	89,914	102,230	92,465	-	92,465	2.8%
001.I1.522.020.24.00	UNIFORMS & CLOTHING	37,711	40,194	35,000	20,000	28,000		28,000	-20.0%
001.I1.522.020.31.00	OFFICE & OPERATING SUPPLIES	24,438	9,093	15,000	3,650	18,056	20,000	38,056	153.7%
001.I1.522.020.31.01	OFFICE & OP SUPPLIES-HYDRANTS	3,800	-	3,000	2,000	3,000		3,000	0.0%
001.I1.522.020.32.00	FUEL CONSUMED	13,019	14,838	10,000	12,850	10,000		10,000	0.0%
001.I1.522.020.35.00	SMALL TOOLS & MINOR EQUIPMENT	9,587	20,152	2,100	1,500	5,700		5,700	171.4%
001.I1.522.020.41.00	PROFESSIONAL SERVICES	18,158	11,389	7,000	13,930	10,750		10,750	53.6%
001.I1.522.020.46.00	INSURANCE	42,944	43,239	45,685	42,226	46,036		46,036	0.8%
001.I1.522.020.48.00	REPAIR & MAINT- FACILITIES	25,040	45,126	-	-	-		-	0.0%
001.I1.522.020.48.01	REPAIR & MAINT - EQUIPMENT	-		31,500	9,880	33,365		33,365	5.9%
001.I1.522.020.48.02	R & M - SOFTWARE/HARDWARE	-	-	12,960	13,419	8,500		8,500	-34.4%
001.I1.522.020.49.00	MISCELLANEOUS	153	-	1,035	400	1,035		1,035	0.0%
001.I1.522.020.40.12	INTERGOVT SVCS - LC DISPATCHING	79,259	79,595	86,464	84,865	89,508		89,508	3.5%
001.I1.525.060.40.03	EXTERNAL TAXES & OPER ASSESS	9,788	16,313	14,722	12,900	14,722		14,722	0.0%
001.I1.525.060.40.16	INTERGOVT SVCS - LC EMERGENCY MGMT	-	-	-	-	-		-	0.0%
Total Fire Suppression and EMS		**545,599**	**579,401**	**582,360**	**534,670**	**650,097**	**20,000**	**670,097**	**15.1%**
Ambulance Services									
001.I1.522.026.31.00	OFFICE & OPERATING SUPPLIES	1,181	1,600	3,330	1,500	14,850		14,850	345.9%
001.I1.522.026.35.00	SMALL TOOLS & MINOR EQUIPMENT	19,536	15,148	2,890	1,500	300		300	-89.6%
001.I1.522.026.41.00	PROFESSIONAL SERVICES	-	-	500	2,125	10,000		10,000	1900.0%
Total Ambulance Services		**20,717**	**16,748**	**6,720**	**5,125**	**25,150**	**-**	**25,150**	**274.3%**
Rescue & Emergency Aid									
001.I1.522.028.11.00	SALARIES AND WAGES	662,774	737,833	711,922	713,300	715,838		715,838	0.6%
001.I1.522.028.12.00	OVERTIME	130,058	101,853	150,000	166,400	150,000		150,000	0.0%
001.I1.522.028.21.00	PERSONNEL BENEFITS	333,027	357,414	359,654	376,270	369,862		369,862	2.8%
Total Rescue and Emergency Aid		**1,125,859**	**1,197,100**	**1,221,576**	**1,255,970**	**1,235,700**	**-**	**1,235,700**	**1.2%**
Fire Prevention & Investigation						**-**			
001.I1.522.030.31.00	OFFICE & OPERATING SUPPLIES	2,204	2,640	2,000	1,000	2,000		2,000	0.0%
001.I1.522.030.35.00	SMALL TOOLS & MINOR EQUIPMENT	153	798	500	250	-		-	-100.0%
001.I1.522.030.41.00	PROFESSIONAL SERVICES	289	-	-	-	45,000		45,000	0.0%
001.I1.522.030.48.00	REPAIR & MAINT- FACILITIES	-	-	-	-	-		-	0.0%
001.I1.522.030.49.00	MISCELLANEOUS	-	-	350	200	200		200	-42.9%
001.I1.522.030.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	-	-	-	-	-		-	0.0%
001.I1.522.030.40.17	INTERGOVT SVCS-RFA CODE ENFORCEMENT	20,000	20,000	27,500	27,500	-		-	-100.0%
Total Fire Prevention & Investigation		**22,646**	**23,438**	**30,350**	**28,950**	**47,200**	**-**	**47,200**	**55.5%**

Fire 1 of 2

FUND: 001 - GENERAL FUND
DEPARTMENT: I1 - FIRE

EXPENDITURES

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
Employee Training									
001.I1.522.045.31.00	OFFICE & OPERATING SUPPLIES	4,172	890	750	500	1,800		1,800	140.0%
001.I1.522.045.32.00	FUEL CONSUMED	-	35	200	100	200		200	0.0%
001.I1.522.045.32.01	FUEL CONSUMED	-	68	300	150	300		300	0.0%
001.I1.522.045.35.00	SMALL TOOLS & MINOR EQUIPMENT	-	1,073	8,000	4,000	1,700		1,700	-78.8%
001.I1.522.045.41.00	PROFESSIONAL SERVICES	-	-	-	-	3,000		3,000	0.0%
001.I1.522.045.43.00	TRAVEL/HOTEL/PER DIEMS	-	563	5,000	2,500	-		-	-100.0%
001.I1.522.045.43.01	TRAVEL/HOTEL/PER DIEMS	8,335	2,226	10,000	4,000	10,000		10,000	0.0%
001.I1.522.045.45.00	RENTALS	27	-	-	-	620		620	0.0%
001.I1.522.045.49.00	MISCELLANEOUS	50	100	2,000	1,000	-		-	-100.0%
001.I1.522.045.49.01	REGISTRATION	5,029	4,455	6,600	3,000	9,250		9,250	40.2%
001.I1.522.045.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	-		-	3,000	2,500		2,500	0.0%
Total Employee Training		**17,613**	**9,410**	**32,850**	**18,250**	**29,370**	**-**	**29,370**	**-10.6%**
Facilities									
001.I1.522.050.11.00	SALARIES AND WAGES	-	-	500	-	-		-	-100.0%
001.I1.522.050.11.06	SALARIES AND WAGES	108	111	-	700	-		-	0.0%
001.I1.522.050.21.00	PERSONNEL BENEFITS	-	-	108	-	-		-	-100.0%
001.I1.522.050.21.06	PERSONNEL BENEFITS	27	28	-	200	-		-	0.0%
001.I1.522.050.31.00	FACILITIES SUPPLIES	2,744	2,702	3,300	5,500	4,500		4,500	36.4%
001.I1.522.050.35.00	SMALL TOOLS & MINOR EQUIPMENT	11,033	1,147	18,600	10,000	4,600		4,600	-75.3%
001.I1.522.050.41.00	PROFESSIONAL SERVICES	1,929	321	-	300	-		-	0.0%
001.I1.522.050.45.00	RENTALS	43	5,683	36,000	36,000	36,000		36,000	0.0%
001.I1.522.050.47.00	PUBLIC UTILITY SERVICE	11,106	9,163	12,000	4,800	5,000		5,000	-58.3%
001.I1.522.050.47.03	PUBLIC UTILITY SERVICE - CITY	-	-	-	-	2,605		2,605	0.0%
001.I1.522.050.48.00	REPAIR & MAINT- FACILITIES	1,328	556	4,000	4,205	1,000		1,000	-75.0%
001.I1.522.050.49.00	MISCELLANEOUS	-	93	-	-	-		-	0.0%
Total Facilities		**28,318**	**19,804**	**74,508**	**61,705**	**53,705**	**-**	**53,705**	**-27.9%**
Contra Expenditures									
001.I1.522.029.1A.00	WAGE CONTRA OFFSETS	-	-	-	-	500		500	0.0%
001.I1.522.029.2A.00	BENEFIT CONTRA OFFSETS	-	-	-	-	108		108	0.0%
Total Contra Expenditures		**-**	**-**	**-**	**-**	**608**	**-**	**608**	**0.0%**
Debt Service Payments									
001.I1.591.022.71.00	DEBT PRINCIPAL - FIRE TRUCK	85,178	88,090	90,853	90,853	93,635		93,635	3.1%
001.I1.592.022.83.00	DEBT INTEREST - FIRE TRUCK	14,994	12,082	9,319	9,319	6,537		6,537	-29.9%
Total Debt Service Payments		**100,172**	**100,172**	**100,172**	**100,172**	**100,172**	**-**	**100,172**	**0.0%**
Capital Expenditures									
001.I1.594.022.64.00	MACHINERY & EQUIPMENT	110,979	67,175	-	9,702	-	-	-	0.0%
001.I1.594.022.71.00	CAPITAL LEASES-PRINCIPAL	-	2,108	-	-	-		-	0.0%
001.I1.594.022.81.00	CAPITAL LEASES-INTEREST	-	813	-	-	-		-	0.0%
Total Capital Expenditures		**110,979**	**70,096**	**-**	**9,702**	**-**	**-**	**-**	**0.0%**
TOTAL FIRE		**$ 2,205,903**	**$ 2,271,952**	**$ 2,350,779**	**$ 2,318,414**	**$ 2,378,727**	**$ 20,000**	**$ 2,398,727**	**2.0%**

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PUBLIC WORKS STREETS
General Fund 001 Department K1

Employees:

Department / Classification	2017 Actual	2018 Actual	2019 Amended Budget	2020 Proposed Budget	2020 Changes from 2019
PUBLIC WORKS - STREETS					
Public Works Director	0.20	0.20	0.20	0.08	-0.12
Public Works Office Manager	0.25	0.20	0.20	0.20	0.00
Street/Stormwater Superintendent	0.50	0.50	0.50	0.50	0.00
Vehicle Maintenance Tech.	1.00	1.00	1.00	1.00	0.00
Engineering Tech. III	0.06	0.06	0.30	0.10	-0.20
Engineering Tech II	0.00	0.00	0.30	0.10	-0.20
Equipment Operator I	0.50	0.50	0.50	0.50	0.00
Equipment Operator II	0.50	0.50	0.50	0.50	0.00
Community Development Director	0.00	0.05	0.08	0.00	-0.08
Planning and Building Manager	0.00	0.00	0.10	0.10	0.00
Property Maint. Aide (Seasonal)	0.80	1.20	0.80	0.96	0.16
Traffic Control Technicial	0.00	0.00	0.00	0.00	0.00
Total PW Street Employees (FTE)	**3.81**	**4.21**	**4.48**	**4.04**	**-0.44**

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 inspections and 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 of 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 includes 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.)

2019 Accomplishments:

- Continued the street oiling program and oiled 8 lane miles
- Performed pothole repair and general street maintenance
- Continued traffic sign maintenance and repair as needed
- Purchased and installed flashing pedestrian beacon at City Hall
- Responded to customer inquiries

- Aided other city departments in accomplishing their goals (flag installation, weekend road closures, stormwater repairs, ditch cleaning and dead animal removal)
- Painted curbs and pavement markings
- Completed the Interstate Avenue Paving Improvement Project
- Completed the National Avenue Slide Repair Project
- Completed design for Pacific Avenue improvements
- Completed design of Kresky Avenue Resurfacing
- Began design work on Chehalis Avenue Reconstruction
- Completed isolated base failure repairs on Chehalis Avenue
- Work with consultant to improve signal function at State and Main
- Purchased variable message reader board

2020 Goals and Objectives:

- Continue the street oiling program
- Continue crack sealing program
- Continue to perform sign maintenance and repair as needed
- Continue to respond to customer inquiries in a professional manner
- Continue working on pothole repair and general street maintenance
- Complete street improvements on Pacific Avenue between Main Street and Park
- Finish design work on the Chehalis Avenue Reconstruction Project
- Complete the Kresky Avenue Resurfacing Project
- Continue painting curb and pavement markings
- Secure funding for Market Blvd downtown improvements and Main Street resurfacing
- Purchase second variable message reader board

Significant Changes 2020:

Shared cost for PW facility generator has been included in this year's budget totaling $18935.

STREET DEPARTMENT EXPENDITURE SUMMARY

Street Department Primary Cost Summary	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Proposed Budget	Change 2020-2019	% Change 2020-2019
Wages	$ 189,403	$ 208,638	$ 268,384	$ 267,803	$ 233,454	$ (34,930)	-13.0%
Benefits	85,228	93,631	108,564	102,854	103,931	(4,633)	-4.3%
Supplies	78,773	52,450	53,518	48,680	61,340	7,822	14.6%
Services	162,289	165,507	170,884	160,788	181,093	10,209	6.0%
Capital Outlay	3,900	16,509	1,200	1,380	19,609	18,409	1534.1%
Debt Service	2,377	14,260	14,260	14,260	14,260	-	0.0%
Total Expenditures	**$ 521,970**	**$ 550,995**	**$ 616,810**	**$ 595,765**	**$ 613,687**	**$ (3,123)**	**-0.5%**
Related Service Fees/Revenues							
Grants	842,292	3,370	-	940	-	-	0.0%
State Shared Revenue - Multimodal	7,847	10,554	10,371	10,400	10,250	(121)	0.0%
Miscellaneous	134	5,342	135	-	400	265	196.3%
Total Related Service Fees/Revenues	**$ 850,273**	**$ 19,266**	**$ 10,506**	**$ 11,340**	**$ 10,650**	**$ 144**	**1.4%**
Funding from General Revenues	**$ (328,303)**	**$ 531,729**	**$ 606,304**	**$ 584,425**	**$ 603,037**	**$ (3,267)**	**-0.5%**

FUND: 001 - GENERAL FUND
DEPARTMENT: K1 - STREET

EXPENDITURES

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
EXPENDITURES									
Vehicle Shop Maintenance									
001.K1.518.032.11.06	SALARIES AND WAGES	26,374	31,353	60,520	41,900	62,268		62,268	2.9%
001.K1.518.032.21.00	PERSONNEL BENEFITS	-	75	-	-	-		-	0.0%
001.K1.518.032.21.06	PERSONNEL BENEFITS	14,644	17,359	25,440	20,710	26,131		26,131	2.7%
001.K1.518.032.24.06	UNIFORMS & CLOTHING	184	184	184	184	184		184	0.0%
001.K1.518.032.31.00	OFFICE & OPERATING SUPPLIES	-	-	200	200	200		200	0.0%
001.K1.518.032.31.01	OFFICE & OPERATING SUPPLIES	15,599	14,582	17,000	14,990	17,400	7,500	24,900	46.5%
001.K1.518.032.32.00	FUEL CONSUMED	900	586	800	860	800		800	0.0%
001.K1.518.032.41.00	PROFESSIONAL SERVICES	175	-	-	-	-		-	0.0%
001.K1.518.032.42.00	COMMUNICATIONS	226	349	250	500	250		250	0.0%
001.K1.518.032.43.00	TRAVEL/HOTEL/PER DIEMS	-	-	250	150	250		250	0.0%
001.K1.518.032.48.00	REPAIR & MAINT- FACILITIES	88	-	-	-	-		-	0.0%
001.K1.518.032.48.01	REPAIR & MAINT- EQUIPMENT	9,298	12,841	6,000	5,000	6,000		6,000	0.0%
001.K1.518.032.49.00	MISCELLANEOUS	-	65	250	-	250		250	0.0%
001.K1.518.032.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	-	-	-	1,623	1,623		1,623	0.0%
Total Vehicle Shop Maintenance		**67,488**	**77,394**	**110,894**	**86,117**	**115,356**	**7,500**	**122,856**	**10.8%**
Vehicle Shop Maintenance - City-Wide Supplies									
001.K1.518.033.31.02	OFFICE & OPERATING SUPPLIES	8,758	12,266	12,225	10,210	12,500		12,500	2.2%
001.K1.518.033.35.02	SMALL TOOLS & MINOR EQUIPMENT	-	203	1,000	500	1,000		1,000	0.0%
001.K1.518.033.41.02	PROFESSIONAL SERVICES	843	958	900	830	900		900	0.0%
001.K1.518.033.43.02	REGISTRATION				16	-		-	0.0%
001.K1.518.033.47.02	PUBLIC UTILITY SERVICE- SHOP WASTE	-	203	-	-	-		-	0.0%
001.K1.518.033.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	1,722	1,623	2,500	75	2,500		2,500	0.0%
001.K1.518.033.49.04	GOV PERMIT/RECORDING FEE	-	-	-	102	-		-	0.0%
Total Vehicle Shop Maintenance - City-Wide Supplies		**11,323**	**15,253**	**16,625**	**11,733**	**16,900**	**-**	**16,900**	**1.7%**
Bridges/Structures									
001.K1.542.050.31.00	OFFICE & OPERATING SUPPLIES	16	-	-	-	-		-	0.0%
Total Bridges/Structures		**16**	**-**	**-**	**-**	**-**	**-**	**-**	**0.0%**
Roadways									
001.K1.542.030.11.00	SALARIES AND WAGES	58,184	57,325	71,927	81,540	58,398	-	58,398	-18.8%
001.K1.542.030.11.05	PART SALARIES AND WAGES	23,191	23,234	25,963	25,963	25,963		25,963	0.0%
001.K1.542.030.11.06	SALARIES AND WAGES	2,560	6,215	-	5,310	-		-	0.0%
001.K1.542.030.12.00	OVERTIME	503	2,639	1,500	890	1,500		1,500	0.0%
001.K1.542.030.12.06	OVERTIME	341	538	500	720	500		500	0.0%
001.K1.542.030.21.00	PERSONNEL BENEFITS	31,733	33,146	34,023	36,320	33,413		33,413	-1.8%
001.K1.542.030.21.05	PART TIME PERSONNEL BENEFITS	4,082	3,986	4,431	3,920	4,431		4,431	0.0%
001.K1.542.030.21.06	PERSONNEL BENEFITS	791	1,696	-	1,520	-		-	0.0%
001.K1.542.030.24.00	UNIFORMS & CLOTHING	251	317	350	400	350		350	0.0%
001.K1.542.030.31.00	OFFICE & OPERATING SUPPLIES	6,172	5,126	1,700	2,720	1,750		1,750	2.9%
001.K1.542.030.32.00	FUEL CONSUMED	9,673	10,919	10,000	11,120	10,000		10,000	0.0%
001.K1.542.030.35.00	SMALL TOOLS & MINOR EQUIPMENT	580	-	1,000	1,610	1,000		1,000	0.0%
001.K1.542.030.41.00	PROFESSIONAL SERVICES	-	110	1,000	-	1,000		1,000	0.0%
001.K1.542.030.42.00	COMMUNICATIONS	24	26	200	40	200		200	0.0%
001.K1.542.030.43.00	TRAVEL/HOTEL/PER DIEMS	-	-	-	40	-		-	0.0%
001.K1.542.030.44.00	ADVERTISING	782	219	500	100	500		500	0.0%
001.K1.542.030.45.00	RENTALS	2,694	6,169	4,000	7,000	4,000		4,000	0.0%
001.K1.542.030.47.00	PUBLIC UTILITY SERVICE	55	171	6,000	-	5,000		5,000	-16.7%
001.K1.542.030.48.00	REPAIR & MAINT- FACILITIES	126	23	1,000	500	1,000		1,000	0.0%
001.K1.542.030.48.01	REPAIR & MAINT - EQUIPMENT	-	-	-	10	-		-	0.0%
001.K1.542.030.48.02	REPAIR & MAINT - IT SOFTWARE/HARDWARE	-	-	-	100	-		-	0.0%
001.K1.542.030.49.00	MISCELLANEOUS	191	175	-	150	-		-	0.0%
001.K1.542.030.49.01	REGISTRATION	-	-	-	210	-		-	0.0%
001.K1.542.030.49.04	GOV PERMIT/RECORDING FEE	-	-	-	110	-		-	0.0%
Total Roadways		**141,933**	**152,034**	**164,094**	**180,293**	**149,005**	**-**	**149,005**	**-9.2%**
Streetlights									
001.K1.542.063.31.00	OFFICE & OPERATING SUPPLIES	-	5,463	3,500	1,800	3,500		3,500	0.0%
001.K1.542.063.47.00	PUBLIC UTILITY SERVICE	74,669	74,035	79,225	79,225	81,100		81,100	2.4%
001.K1.542.063.47.03	PUBLIC UTILITY SERVICE - CITY	-	-	-	-	-		-	0.0%
001.K1.542.063.48.00	REPAIR & MAINT- FACILITIES	2,770	7,476	5,000	1,000	5,000		5,000	0.0%

FUND: 001 - GENERAL FUND
DEPARTMENT: K1 - STREET

EXPENDITURES

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
001.K1.542.063.48.01	REPAIR & MAINT - EQUIPMENT	-	-	-	350	-		-	0.0%
Total Streetlights		**77,439**	**86,974**	**87,725**	**82,375**	**89,600**	**-**	**89,600**	**2.1%**
Traffic Control									
001.K1.542.064.11.00	SALARIES AND WAGES	855	558	-	610	-		-	0.0%
001.K1.542.064.12.00	OVERTIME	672	657	750	-	750		750	0.0%
001.K1.542.064.12.06	OVERTIME	794	762	500	650	500		500	0.0%
001.K1.542.064.21.00	PERSONNEL BENEFITS	492	306	-	160	-		-	0.0%
001.K1.542.064.21.06	PERSONNEL BENEFITS	199	191	-	170	-		-	0.0%
001.K1.542.064.31.00	OFFICE & OPERATING SUPPLIES	32,669	117	-	420	-		-	0.0%
001.K1.542.064.35.00	SMALL TOOLS & MINOR EQUIPMENT	1,279	-	1,000	500	1,000		1,000	0.0%
001.K1.542.064.41.00	PROFESSIONAL SERVICES	4,707	14,636	15,000	10,000	15,000		15,000	0.0%
001.K1.542.064.47.00	PUBLIC UTILITY SERVICE	8,976	9,205	9,025	9,000	9,225		9,225	2.2%
001.K1.542.064.48.00	REPAIR & MAINT- FACILITIES	6,647	4,682	5,000	2,500	5,000		5,000	0.0%
001.K1.542.064.48.01	REPAIR & MAINT - EQUIPMENT	-	-	-	1,800	-		-	0.0%
Total Traffic Control		**57,290**	**31,114**	**31,275**	**25,810**	**31,475**	**-**	**31,475**	**0.6%**
Snow and Ice Control									
001.K1.542.066.11.00	SALARIES AND WAGES	-	-	-	200	-		-	0.0%
001.K1.542.066.12.00	OVERTIME	3,046	896	1,200	2,400	1,500		1,500	25.0%
001.K1.542.066.12.06	OVERTIME	468	306	400	540	400		400	0.0%
001.K1.542.066.21.00	PERSONNEL BENEFITS	1,636	227	-	900	-		-	0.0%
001.K1.542.066.21.06	PERSONNEL BENEFITS	188	77	-	170	-		-	0.0%
001.K1.542.066.31.00	OFFICE & OPERATING SUPPLIES	-	436	500	300	500		500	0.0%
001.K1.542.066.48.00	REPAIR & MAINT- FACILITIES	-	-	500	250	500		500	0.0%
Total Snow and Ice Control		**5,338**	**1,942**	**2,600**	**4,760**	**2,900**	**-**	**2,900**	**11.5%**
Roadside Maintenance									
001.K1.542.070.41.00	PROFESSIONAL SERVICES	3,240	3,246	5,000	2,500	5,000		5,000	0.0%
Total Roadside Maintenance		**3,240**	**3,246**	**5,000**	**2,500**	**5,000**	**-**	**5,000**	**0.0%**
Street Administration									
001.K1.543.010.11.00	SALARIES AND WAGES	55,710	67,491	87,743	90,540	57,891		57,891	-34.0%
001.K1.543.010.11.02	ADMIN SUPPORT SALARIES & WAGES	13,719	11,315	11,544	11,540	11,544		11,544	0.0%
001.K1.543.010.21.00	PERSONNEL BENEFITS	21,332	26,855	33,212	29,810	24,589		24,589	-26.0%
001.K1.543.010.21.02	ADMIN SUPPORT PERSONNEL BENEFITS	7,860	6,460	6,803	6,600	6,748		6,748	-0.8%
001.K1.543.010.31.00	OFFICE & OPERATING SUPPLIES	948	1,162	1,000	1,310	1,000		1,000	0.0%
001.K1.543.010.32.00	FUEL CONSUMED	695	791	750	580	750		750	0.0%
001.K1.543.010.35.00	SMALL TOOLS & MINOR EQUIPMENT	1,349	574	2,000	1,000	1,000		1,000	-50.0%
001.K1.543.010.41.00	PROFESSIONAL SERVICES	-	-	200	100	200		200	0.0%
001.K1.543.010.42.00	COMMUNICATIONS	4,639	4,622	4,600	4,750	4,680		4,680	1.7%
001.K1.543.010.43.00	TRAVEL/HOTEL/PER DIEMS	-	-	200	15	200		200	0.0%
001.K1.543.010.44.00	ADVERTISING	-	170	750	-	750		750	0.0%
001.K1.543.010.46.00	INSURANCE	16,855	16,910	16,910	25,380	19,300		19,300	14.1%
001.K1.543.010.47.00	PUBLIC UTILITY SERVICE	1,667	1,685	1,836	1,930	1,875		1,875	2.1%
001.K1.543.010.47.03	PUBLIC UTILITY SERVICE - CITY	-	-	-	-	2,350		2,350	0.0%
001.K1.543.010.48.00	REPAIR & MAINT- FACILITIES	872	1,054	1,000	560	1,000		1,000	0.0%
001.K1.543.010.48.01	REPAIR & MAINT - EQUIPMENT	-	-	-	480	-		-	0.0%
001.K1.543.010.48.02	REPAIR & MAINT - IT SOFTWARE/HARDWARE	-	-	-	520	220		220	0.0%
001.K1.543.010.49.00	MISCELLANEOUS	175	128	-	-	300		300	0.0%
001.K1.543.010.49.01	REGISTRATION	-	-	300	-	-		-	-100.0%
001.K1.543.010.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	-	-	-	35	-		-	0.0%
001.K1.543.010.40.03	EXTERNAL TAXES & OPER ASSESS	2,467	4,139	2,500	3,300	2,500		2,500	0.0%
001.K1.543.010.40.16	INTERGOVT SVCS - LC EMERGENCY MGMT	-	-	-	-	-		-	0.0%
Total Street Administration		**128,288**	**143,356**	**171,348**	**178,450**	**136,897**	**-**	**136,897**	**-20.1%**
Street Engineering Services									
001.K1.544.020.11.00	SALARIES AND WAGES	2,986	5,349	5,837	5,000	12,240		12,240	109.7%
001.K1.544.020.21.00	PERSONNEL BENEFITS	1,825	2,734	4,101	1,970	8,019		8,019	95.5%
001.K1.544.020.24.00	UNIFORMS & CLOTHING	11	18	20	20	66		66	230.0%
001.K1.544.020.31.00	OFFICE & OPERATING SUPPLIES	66	39	123	20	410		410	233.3%
001.K1.544.020.32.00	FUEL CONSUMED	69	69	84	40	430		430	411.9%
001.K1.544.020.35.00	SMALL TOOLS & MINOR EQUIPMENT	-	117	636	500	600		600	-5.7%
001.K1.544.020.41.00	PROFESSIONAL SERVICES	59	80	90	90	300		300	233.3%
001.K1.544.020.42.00	COMMUNICATIONS	2	-	6	-	90		90	1400.0%

FUND: 001 - GENERAL FUND
DEPARTMENT: K1 - STREET

EXPENDITURES

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
001.K1.544.020.43.00	TRAVEL/HOTEL/PER DIEMS	-	3	24	24	265		265	1004.2%
001.K1.544.020.44.00	ADVERTISING	6	6	36	36	120		120	233.3%
001.K1.544.020.46.00	INSURANCE	174	163	211	137	530		530	151.2%
001.K1.544.020.48.00	REPAIR & MAINT- FACILITIES	-	7	-	-	-		-	0.0%
001.K1.544.020.48.01	REPAIR & MAINT - EQUIPMENT	-	-	48	-	100		100	108.3%
001.K1.544.020.48.02	R & M - SOFTWARE/HARDWARE	-	-	24	30	140		140	483.3%
001.K1.544.020.49.00	MISCELLANEOUS	146	240	-	10	-		-	0.0%
001.K1.544.020.49.01	REGISTRATION	-	-	60	60	200		200	233.3%
001.K1.544.020.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	-	-	489	150	1,675		1,675	242.5%
001.K1.594.048.71.00	CAPITAL LEASES - PRINCIPAL	-	-	-	-	528		528	0.0%
001.K1.594.048.81.00	CAPITAL LEASES - INEREST	-	-	-	-	146		146	0.0%
Total Street Engineering Services		**5,344**	**8,825**	**11,789**	**8,087**	**25,859**	**-**	**25,859**	**119.3%**
Due to State									
001.K1.589.030.00.04	DUE TO STATE - SALES TAX	18	88	-	-	-		-	0.0%
Total Due to State		**18**	**88**	**-**	**-**	**-**	**-**	**-**	**0.0%**
Debt Service Payments									
001.K1.591.095.71.00	PRINCIPAL - CHIP SPREADER	1,669	11,374	11,790	11,790	11,790		11,790	0.0%
001.K1.592.095.81.00	INTEREST - CHIP SPREADER	708	2,886	2,470	2,470	2,470		2,470	0.0%
Total Debt Service Payments		**2,377**	**14,260**	**14,260**	**14,260**	**14,260**	**-**	**14,260**	**0.0%**
Capital Outlays - Administration									
001.K1.594.042.64.00	MACHINERY & EQUIPMENT	3,900	-	1,200	510	-	18,935	18,935	1477.9%
001.K1.594.048.62.00	BUILDINGS AND STRUCTURES	-	16,509	-	-	-		-	0.0%
001.K1.594.048.71.00	CAPITAL LEASES-PRINCIPAL				200				
001.K1.594.048.81.00	CAPITAL LEASES-INTEREST				70				
Total Capital Outlays - Administration		**3,900**	**16,509**	**1,200**	**780**	**-**	**18,935**	**18,935**	**1477.9%**
Capital Outlays - Roads & Streets									
001.K1.595.064.62.00	BUILDINGS AND STRUCTURES	-	-	-	600	-		-	0.0%
001.K1.595.070.41.00	PROFESSIONAL SERVICES	17,976	-	-	-	-	-	-	0.0%
Total Capital Outlays - Roads & Streets		**17,976**	**-**	**-**	**600**	**-**	**-**	**-**	**0.0%**
TOTAL STREET		**$ 521,970**	**$ 550,995**	**$ 616,810**	**$ 595,765**	**$ 587,252**	**$ 26,435**	**$ 613,687**	**-0.5%**

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PLANNING & BUILDING
General Fund 001 Department P2

Employees:

Department / Classification	2017 Actual	2018 Actual	2019 Amended Budget	2020 Proposed Budget	2020 Changes from 2019
PLANNING AND BUILDING					
Community Development Director/Engineer	0.60	0.55	0.05	0.00	-0.05
Public Works Director	0.00	0.00	0.00	0.05	0.05
Permit Technician	1.00	1.00	1.00	1.00	0.00
Development Review Specialist/Bldg. Inspector	1.00	1.00	1.00	1.00	0.00
Planning and Building Manager	0.00	0.00	0.60	0.60	0.00
Total Planning & Building Employees (FTE)	**2.60**	**2.55**	**2.65**	**2.65**	**0.00**

Mission and Responsibilities:

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

- Approximately 313 application requests were processed through the Department in the first nine months. 148 of those permits were building construction permits.
- Completed the Flood Storage Basin Master Plan - Phase II.
- Notified of award of $316,675.53 grant from the Flood Authority to complete the Flood Storage Basin Master Plan.
- Continued working toward achieving full implementation of permitting software program.
- Completed Surveys of all areas in the proposed annexation areas, and met with Alderwood Homeowners to initiate discussions regarding possible water system improvements required in their Annexation Agreement.
- Filled Building Inspector Vacancy
- Filled Planning and Building Manager Vacancy

2020 Goals and Objectives:

- Advance the Annexation Plan approved by the City Council in 2018
- Continue to administer land use and building permits
- Continue working with the Flood Authority on grant projects/applications
- Receive and implement Flood Authority Grant Application for the Chehalis Flood Storage and Habitat Enhancement Master Plan – Phase 3 (Completion of Master Plan)
- Complete the Shoreline Master Program update
- Complete the Critical Areas Ordinance update
- Update Municipal Codes to remedy conflicting codes and clarify others (house-keeping)
- Continue developing Annual Work Plan process to ensure all compliance issues and deadlines are met
- Continue working toward achieving full implementation of permitting program

Significant Changes 2020:

The Planning and Building Manager position was vacated in July, 2019, and a new Building Inspector was hired in September, 2019. With change in staff, the department will review Standard Operating Procedures and make changes to increase efficiency if possible.

- An increase of $2,800 in Small Tools & Minor Equipment for one-time purchase of new computers for the Planning/Building Manager and Building Inspector

PLANNING AND BUILDING DEPARTMENT EXPENDITURE SUMMARY

Planning and Building Primary Cost Summary	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Proposed Budget	Change 2020-2019	% Change 2020-2019
Wages	$ 158,300	$ 164,008	$ 158,180	$ 147,730	$ 156,803	$ (1,377)	-0.9%
Benefits	72,995	77,775	79,423	67,003	77,468	(1,955)	-2.5%
Supplies	12,056	10,154	13,700	8,675	16,500	2,800	20.4%
Services	93,948	34,344	140,030	134,921	55,280	(84,750)	-60.5%
Capital Outlay	-	20,171	-		-	-	0.0%
Other	828	1,100	110	1,680	110	-	0.0%
Transfers Out	100,000	9,596	-	-	-	-	0.0%
Total Expenditures	**$ 438,127**	**$ 317,148**	**$ 391,443**	**$ 360,009**	**$ 306,161**	**$ (85,282)**	**-21.8%**
Service Related Fees/Revenues							
Business License & Permit	$ 24,735	$ 27,322	$ 24,320	$ 35,050	$ 29,040	$ 4,720	19.4%
Building Permit Fees	90,022	62,624	74,400	104,393	85,680	11,280	15.2%
Grants			85,000	85,000	-	(85,000)	-100.0%
Plan Checks	55,060	33,191	102,860	61,180	49,810	(53,050)	-51.6%
Other	276	763	100	1,370	800	700	700.0%
Total Service Related Fees/Revenues	**$ 170,093**	**$ 123,900**	**$ 286,680**	**$ 286,993**	**$ 165,330**	**$ (121,350)**	**-42.3%**
Funding from General Revenues	**$ 268,034**	**$ 193,248**	**$ 104,763**	**$ 73,016**	**$ 140,831**	**$ 36,068**	**34.4%**

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

EXPENDITURES

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
EXPENDITURE									
Inspections & Permits Administration									
001.P2.524.011.11.00	SALARIES AND WAGES	$ 96,414	$ 53,393	$ 57,240	$ 49,120	$ 57,240		$ 57,240	0.0%
001.P2.524.011.12.00	OVERTIME	1,064	636	771	-	771		771	0.0%
001.P2.524.011.21.00	PERSONNEL BENEFITS	47,680	23,335	24,772	21,033	25,096		25,096	1.3%
001.P2.524.011.24.00	UNIFORMS & CLOTHING	184	184	-	184	-		-	0.0%
001.P2.524.011.31.00	OFFICE & OPERATING SUPPLIES	6,574	3,707	7,000	4,200	7,000		7,000	0.0%
001.P2.524.011.32.00	FUEL CONSUMED	52	-	500	200	500		500	0.0%
001.P2.524.011.35.00	SMALL TOOLS & MINOR EQUIPMENT	2,297	1,329	2,500	1,300	2,500	1,400	3,900	56.0%
001.P2.524.011.41.00	PROFESSIONAL SERVICES	10,455	2,422	3,000	1,000	3,000		3,000	0.0%
001.P2.524.011.42.00	COMMUNICATIONS	3,136	5,610	6,232	5,880	6,342		6,342	1.8%
001.P2.524.011.43.00	TRAVEL/HOTEL/PER DIEMS	1,357	1,132	1,500	-	1,500		1,500	0.0%
001.P2.524.011.45.00	RENTALS	452	96	300	860	300		300	0.0%
001.P2.524.011.46.00	INSURANCE	4,625	4,146	4,860	3,573	4,970		4,970	2.3%
001.P2.524.011.47.00	PUBLIC UTILITY SERVICE	51	61	-	50	-		-	0.0%
001.P2.524.011.47.03	PUBLIC UTILITY SERVICE - CITY	-	-	-	-	-		-	0.0%
001.P2.524.011.48.00	REPAIR & MAINT- FACILITIES	444	224	-	-	-		-	0.0%
001.P2.524.011.48.01	REPAIR & MAINT - EQUIPMENT	-	-	-	200	-		-	0.0%
001.P2.524.011.48.02	REPAIR & MAINT - IT SOFTWARE/HARDWARE	-	-	9,000	9,000	9,000		9,000	0.0%
001.P2.524.011.49.00	MISCELLANEOUS	9,917	9,401	-	99	-		-	0.0%
001.P2.524.011.49.01	REGISTRATION	-	-	-	165	-		-	0.0%
001.P2.524.011.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	-	-	-	100	-		-	0.0%
001.P2.524.011.40.15	INTERGOVT PROF SVCS - LEWIS COUNTY	3,615	207	4,000	2,000	4,000		4,000	0.0%
Total Inspections & Permits Administration		**188,317**	**105,883**	**121,675**	**98,964**	**122,219**	**1,400**	**123,619**	**1.6%**
Flood Authority & Environmental									
001.P2.553.030.31.00	OFFICE & OPERATING SUPPLIES	-	-	100	-	100		100	0.0%
001.P2.553.030.41.00	PROFESSIONAL SERVICES - FLOOD STORAGE	-	-	85,000	85,000	-		-	-100.0%
001.P2.553.030.43.00	TRAVEL - FLOOD AUTHORITY	411	425	300	-	300		300	0.0%
001.P2.554.090.41.00	PROFESSIONAL SERVICES	5,450	-	-		-		-	0.0%
Total Flood Authority & Environmental		**5,861**	**425**	**85,400**	**85,000**	**400**	**-**	**400**	**-99.5%**
Planning									
001.P2.558.060.11.00	SALARIES AND WAGES	60,822	50,851	54,516	57,630	54,516		54,516	0.0%
001.P2.558.060.12.00	OVERTIME	-	358	-	-	-		-	0.0%
001.P2.558.060.12.02	OVERTIME	-	-	734	-	734		734	0.0%
001.P2.558.060.21.00	PERSONNEL BENEFITS	25,131	28,415	29,846	30,390	30,159		30,159	1.0%
001.P2.558.060.31.00	OFFICE & OPERATING SUPPLIES	836	2,200	2,500	1,600	2,500		2,500	0.0%
001.P2.558.060.32.00	FUEL CONSUMED	-	97	-	575	-		-	0.0%
001.P2.558.060.35.00	SMALL TOOLS & MINOR EQUIPMENT	2,297	2,424	-		-	1,400	1,400	0.0%
001.P2.558.060.41.00	PROFESSIONAL SERVICES	9,562	2,023	16,000	14,000	16,000		16,000	0.0%
001.P2.558.060.42.00	COMMUNICATIONS	1,783	1,722	2,018	2,020	2,018		2,018	0.0%
001.P2.558.060.43.00	TRAVEL/HOTEL/PER DIEMS	-	660	1,500	500	1,500		1,500	0.0%
001.P2.558.060.44.00	ADVERTISING	2,606	2,687	5,000	5,000	5,000		5,000	0.0%
001.P2.558.060.45.00	RENTALS	452	818	-	850	-		-	0.0%
001.P2.558.060.48.00	REPAIR & MAINT- FACILITIES	328	548	200	-	200		200	0.0%
001.P2.558.060.48.02	REPAIR & MAINT - IT SOFTWARE/HARDWARE	-	-	-	120	-		-	0.0%
001.P2.558.060.49.00	MISCELLANEOUS	69	391	-	-	-		-	0.0%
001.P2.558.060.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	-	-	-	25	-		-	0.0%
001.P2.558.060.40.15	INTERGOVT SVCS/CHARGES	1,278	1,408	-	3,460	-		-	0.0%
001.P2.558.060.40.03	EXTERNAL TAXES & OPER ASSESS	1	5	-	-	-		-	0.0%
Total Planning		**105,165**	**94,607**	**112,314**	**116,170**	**112,627**	**1,400**	**114,027**	**1.5%**
Property Development/Strategic Planning									
001.P2.559.030.11.00	SALARIES AND WAGES	-	58,770	44,919	40,980	43,542		43,542	-3.1%
001.P2.559.030.21.00	PERSONNEL BENEFITS	-	25,841	24,805	15,396	22,213		22,213	-10.4%
001.P2.559.030.31.00	OFFICE & OPERATING SUPPLIES	-	397	1,100	800	1,100		1,100	0.0%
001.P2.559.030.41.00	PROFESSIONAL SERVICES	37,514	-	-	-	-		-	0.0%
001.P2.559.030.45.00	RENTALS	-	-	700	-	700		700	0.0%
001.P2.559.030.46.00	INSURANCE	395	358	420	1,019	450		450	7.1%
001.P2.559.030.49.00	MISCELLANEOUS	47	-	-		-		-	0.0%
Total Property Development/Strategic Planning		**37,956**	**85,366**	**71,944**	**58,195**	**68,005**	**-**	**68,005**	**-5.5%**
Due to State									

FUND: **001 - GENERAL FUND**
DEPARTMENT: P2 - PLANNING AND BUILDING

EXPENDITURES

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
001.P2.589.010.00.00	FIREWORK STAND DEPOSITS	500	100	-		-		-	0.0%
001.P2.589.030.00.04	DUE TO STATE - SALES TAX	8	237	10	10	10		10	0.0%
001.P2.589.030.00.24	DUE TO STATE - ST BLDG CODE FEES	320	763	100	1,670	100		100	0.0%
Total Due to State		**828**	**1,100**	**110**	**1,680**	**110**	**-**	**110**	**0.0%**
Capital Outlay									
001.P2.594.024.64.00	MACHINERY & EQUIPMENT	-	19,449	-		-		-	0.0%
001.P2.594.024.71.00	CAPITAL LEASES-PRINCIPAL		540			-		-	0.0%
001.P2.594.024.81.00	CAPITAL LEASES-INTEREST		182			-		-	0.0%
Total Capital Outlay		**-**	**20,171**	**-**	**-**	**-**	**-**	**-**	**0.0%**
Transfers Out									
001.P2.597.000.05.04	TRANSFER OUT - FUND 004	100,000	9,596	-	-	-		-	0.0%
Total Transfers Out		**100,000**	**9,596**	**-**	**-**	**-**	**-**	**-**	**0.0%**
TOTAL PLANNING AND BUILDING		**$ 438,127**	**$ 317,148**	**$ 391,443**	**$ 360,009**	**$ 303,361**	**$ 2,800**	**$ 306,161**	**-21.8%**

RECREATION
General Fund 001 Department R1

Employees:

Department / Classification	2017 Actual	2018 Actual	2019 Amended Budget	2020 Proposed Budget	2020 Changes from 2019
RECREATION					
Administrative Assistant	1.50	1.50	1.50	1.50	0.00
Swimming Pool Staff (Seasonal)	3.00	2.00	3.00	3.00	0.00
Recreational Aides (Seasonal)	1.00	2.08	0.00	0.00	0.00
Recreation/Aquatics Manager	1.00	1.00	1.00	1.00	0.00
Community Development Director	0.00	0.00	0.02	0.00	-0.02
Public Works Director	0.00	0.00	0.00	0.02	0.02
Total Recreation Employees (FTE)	**6.50**	**6.58**	**5.52**	**5.52**	**0.00**

Mission and Responsibilities:

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

2019 Accomplishments:

- Held the Music in the Park series consisting of three Friday evenings of free music entertainment at Recreation Park, all of which were very well attended
- Assist the recreational youth sports leagues to offer opportunities for the youth of Chehalis utilizing the park system
- Worked closely with the Chehalis School District to maintain our Inter-Governmental Cooperation Agreement to share Chehalis School District and City of Chehalis facilities for community use
- Hosted a variety of invitational sport tournaments bringing 69 teams to our community
- Sold 262 season passes for the Gail and Carolyn Shaw Aquatics Center to Chehalis School District Residents
- Accommodated 30,762 visitors at the Shaw Aquatics Center this summer
- Registered 716 children for swim lessons
- Maintained a free spray park that is enjoyed by thousands of users throughout the Spring and Summer months
- Assisted with design and project management of the Recreation Park Project Renovation Project
- Applied for and awarded two State and one Federal grant in support of the Recreation Park Renovation Program totaling $1,350,000
- Applied for in partnership with the Chehalis Foundation and awarded a State Commerce Grant in the amount of $250,000

- Worked in partnership with the Penny Playground Strategic Planning Committee who assisted with the playground design and fundraising efforts for the project
- Worked closely with the Finance Department to manage multiple grants for the Recreation Park Renovation Project

2020 Goals and Objectives:

- Work towards completion of the Recreation Park renovation project by October 2020
- 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 to maintain an excellent working relationship with the Chehalis School District in sharing school district and City of Chehalis facilities
- Maintain a high attendance level at the Shaw Aquatics Center by providing a beautifully maintained, safe and fun environment

Significant Changes 2020:

Recreation Administration 571.011

- 48.02 $3,500 Repair and Maintenance – 3 computers need replacement

Pool – 571.022

- 11.05 $10.875 increase 12.5 % in wages to accommodate the increase in minimum wage from $12.00 per hour to $13.50 per hour
- 12.05 $2,000 increase 12.5% in benefits

RECREATION DEPARTMENT EXPENDITURE SUMMARY

Recreation Department Primary Cost Summary	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Proposed Budget	Change 2020-2019	% Change 2020-2019
Wages	$ 226,210	$ 235,943	$ 241,920	$ 251,259	$ 253,943	$ 12,023	5.0%
Benefits	84,364	93,677	101,724	98,950	101,032	(692)	-0.7%
Supplies	20,775	20,267	30,500	26,125	36,200	5,700	18.7%
Services	137,872	109,004	99,070	89,811	99,785	715	0.7%
Capital Outlay	-	1,612	-	-	-	-	0.0%
Agency Disbursements	7,020	7,894	9,665	8,100	9,665	-	0.0%
Total Expenditures	**$ 476,241**	**$ 468,397**	**$ 482,879**	**$ 474,245**	**$ 500,625**	**$ 17,746**	**3.7%**
Service Related Fees/Revenues							
Program Fees	$ 205,851	$ 200,705	$ 193,900	$ 179,719	$ 202,650	$ 8,750	4.5%
Concession	3,474	4,694	4,335	4,612	3,270	(1,065)	-24.6%
Field Rental	1,280	1,555	1,000	760	1,200	200	20.0%
Donations	16,993	10,376				-	0.0%
Agency Receipts	10,614	10,002	11,665	13,620	11,665	-	0.0%
Total Service Related Fees/Revenues	**$ 238,212**	**$ 227,332**	**$ 210,900**	**$ 198,711**	**$ 218,785**	**$ 7,885**	**3.7%**
Funding from General Revenues	**$ 238,029**	**$ 241,065**	**$ 271,979**	**$ 275,534**	**$ 281,840**	**$ 9,861**	**3.6%**

FUND: 001 - GENERAL FUND
DEPARTMENT: R1 - RECREATION

EXPENDITURES

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
EXPENDITURES									
Recreation Administration									
001.R1.571.011.11.00	SALARIES AND WAGES	$ 132,583	$ 147,980	$ 154,920	$ 154,770	**$ 156,068**		$ 156,068	0.7%
001.R1.571.011.11.05	PART TIME SALARIES AND WAGES	4,692	-	-	-	-		-	0.0%
001.R1.571.011.21.00	PERSONNEL BENEFITS	68,086	78,498	85,724	82,290	**83,032**		83,032	-3.1%
001.R1.571.011.21.05	PERSONNEL BENEFITS PT	400	-	-	-	-		-	0.0%
001.R1.571.011.31.00	OFFICE & OPERATING SUPPLIES	1,122	3,035	3,000	6,000	4,000		4,000	33.3%
001.R1.571.011.32.00	FUEL CONSUMED	-	-	-	60	500		500	0.0%
001.R1.571.011.35.00	SMALL TOOLS & MINOR EQUIPMENT	342	1,081	-	-	-	3,500	3,500	0.0%
001.R1.571.011.41.00	PROFESSIONAL SERVICES	101	19,825	-	5,000	-		-	0.0%
001.R1.571.011.42.00	COMMUNICATIONS	530	535	550	1,025	1,050		1,050	90.9%
001.R1.571.011.43.00	TRAVEL/HOTEL/PER DIEMS	86	137	-	60	-		-	0.0%
001.R1.571.011.44.00	ADVERTISING	47	-	-	-	-		-	0.0%
001.R1.571.011.45.00	RENTALS	904	24	1,700	1,860	1,700		1,700	0.0%
001.R1.571.011.46.00	INSURANCE	4,741	4,875	5,025	3,949	5,135		5,135	2.2%
001.R1.571.011.48.00	REPAIR & MAINT- FACILITIES	1,527	603	-	-	-		-	0.0%
001.R1.571.011.48.01	REPAIR & MAINT - EQUIPMENT	-	-	1,000	400	500		500	-50.0%
001.R1.571.011.48.02	R & M - SOFTWARE/HARDWARE	-	-	-	500	-	-	-	0.0%
001.R1.571.011.49.00	MISCELLANEOUS	267	61	500	-	500		500	0.0%
001.R1.571.011.49.01	REGISTRATION	-	-	500	250	500		500	0.0%
001.R1.571.011.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	-	-	300	100	300		300	0.0%
Total Rec Administration		**215,428**	**256,654**	**253,219**	**256,264**	**253,285**	**3,500**	**256,785**	1.4%
Recreation Services									
001.R1.571.020.11.05	PART TIME SALARIES AND WAGES	1,441	1,758	-	-	-		-	0.0%
001.R1.571.020.21.05	PERSONNEL BENEFITS - PT	567	458	-	140	-		-	0.0%
001.R1.571.020.21.07	PERSONNEL BENEFITS - U I TAXES	-	-	-	20	-		-	0.0%
001.R1.571.020.31.00	OFFICE & OPERATING SUPPLIES	12,011	9,790	16,000	13,000	16,000		16,000	0.0%
001.R1.571.020.34.00	ITEMS PURCH'D FOR INV & RESALE	370	-	500	-	500		500	0.0%
001.R1.571.020.41.00	PROFESSIONAL SERVICES	108,535	54,675	64,000	48,538	64,000		64,000	0.0%
001.R1.571.020.42.00	COMMUNICATIONS	166	477	400	400	400		400	0.0%
001.R1.571.020.43.00	TRAVEL/HOTEL/PER DIEMS	-	190	-		-		-	0.0%
001.R1.571.020.44.00	ADVERTISING	-	-	300	150	300		300	0.0%
001.R1.571.020.45.00	RENTALS	967	1,174	900	900	1,085		1,085	20.6%
001.R1.571.020.46.00	INSURANCE	136	136	145	136	145		145	0.0%
001.R1.571.020.48.00	REPAIR & MAINT- FACILITIES	-	-	-	100	-		-	0.0%
001.R1.571.020.48.02	R & M - SOFTWARE/HARDWARE	-	-	-	130	-		-	0.0%
001.R1.571.020.49.00	MISCELLANEOUS	24	48	-	12	-		-	0.0%
001.R1.571.020.49.98	REC PROGRAM SCHOLARSHIPS	-	-	-	320	-		-	0.0%
001.R1.571.020.40.03	EXTERNAL TAXES & OPER ASSESS	409	2	-		-		-	0.0%
Total Recreation Services		**124,626**	**68,708**	**82,245**	**63,846**	**82,430**	**-**	**82,430**	0.2%
Recreation Pool									
001.R1.571.022.11.05	PART TIME SALARIES AND WAGES	87,494	85,554	87,000	96,059	97,875		97,875	12.5%
001.R1.571.022.12.05	OVERTIME	-	651	-	430	-		-	0.0%
001.R1.571.022.21.05	PERSONNEL BENEFITS	15,311	14,721	16,000	16,500	18,000		18,000	12.5%
001.R1.571.022.31.00	OFFICE & OPERATING SUPPLIES	6,075	4,777	9,500	5,000	9,500		9,500	0.0%
001.R1.571.022.34.00	ITEMS PURCH'D FOR INV & RESALE	855	1,584	1,500	2,065	2,200		2,200	46.7%
001.R1.571.022.41.00	PROFESSIONAL SERVICES	-	-	350	-	350		350	0.0%
001.R1.571.022.42.00	COMMUNICATIONS	-	1,032	900	1,140	1,100		1,100	22.2%
001.R1.571.022.43.00	TRAVEL/HOTEL/PER DIEMS	-	-	400	200	400		400	0.0%
001.R1.571.022.44.00	ADVERTISING	214	102	200	135	200		200	0.0%
001.R1.571.022.45.00	RENTALS	-	89	200	50	200		200	0.0%
001.R1.571.022.46.00	INSURANCE	2,023	4,998	5,000	5,456	5,220		5,220	4.4%
001.R1.571.022.48.00	REPAIR & MAINT- FACILITIES	1,461	1,686	-	-	-		-	0.0%
001.R1.571.022.49.00	MISCELLANEOUS	734	1,285	1,200	1,200	850		850	-29.2%
001.R1.571.022.49.01	REGISTRATION	-	-	500	200	500		500	0.0%
001.R1.571.022.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	-	-	-	400	350		350	0.0%
001.R1.571.022.40.03	EXTERNAL TAXES & OPER ASSESS	-	2,050	-	2,200	-		-	0.0%
Total Recreation Pool		**114,167**	**118,529**	**122,750**	**131,035**	**136,745**	**-**	**136,745**	**11.4%**

FUND: **001 - GENERAL FUND**
DEPARTMENT: R1 - RECREATION

EXPENDITURES

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
Spectator/Community Events									
001.R1.573.090.49.00	MISCELLANEOUS	15,000	15,000	15,000	15,000	15,000		15,000	0.0%
Total Spectator/Com Events		**15,000**	**15,000**	**15,000**	**15,000**	**15,000**	**-**	**15,000**	**0.0%**
Due to State									
001.R1.589.030.00.04	DUE TO STATE - SALES TAX	7,020	7,894	9,665	8,100	9,665		9,665	0.0%
Total Due to State		**7,020**	**7,894**	**9,665**	**8,100**	**9,665**	**-**	**9,665**	**0.0%**
Capital Outlay									
001.R1.594.071.64.00	MACHINERY & EQUIPMENT	-	1,206	-	-	-	-	-	0.0%
001.R1.594.071.71.00	CAPITAL LEASES-PRINCIPAL		406			-		-	0.0%
Total Capital Outlay		**-**	**1,612**	**-**	**-**	**-**	**-**	**-**	**0.0%**
TOTAL RECREATION		**$ 476,241**	**$ 468,397**	**$ 482,879**	**$ 474,245**	**$ 497,125**	**$ 3,500**	**$ 500,625**	**3.7%**

DEDICATED STREET
Dedicated Street Fund 003, Department K1

Purpose

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

Significant Changes 2020

Unfortunately, the City is facing financial constraints again as it enters 2020. The Budget Committee has recommended that the local sales tax contribution to this fund reduced from 4% to 1%. The sales tax transfer amount was reduced from $198,120 to $49,530.

The 2020 Budget includes a $17,000 for the purchase of a second variable message board, which will aid in providing safe work zones and advise the public of upcoming work and events. In addition, there is an $8,000 increase in professional services as bridge inspections are required in 2020.

DEDICATED STREET FUND
SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

Dedicated Street Fund	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 Year-End Estimate	2020 Proposed Budget	Change 2020-2019	% Change 2020-2019
REVENUE SOURCE							
Services	$ -	$ 4,480	$ -	$ 2,249	$ -	$ -	0.0%
Interest Earnings	451	2,086	710	3,960	3,050	2,340	329.6%
Other Financing	264,062	17,919	-	8,994	-	-	0.0%
Transfers in	183,011	196,601	198,808	195,190	49,530	(149,278)	-75.1%
TOTAL REVENUES	**$ 447,524**	**$ 221,086**	**$ 199,518**	**$ 210,393**	**$ 52,580**	**$ (146,938)**	**-73.6%**
EXPENDITURES						-	
Supplies	$ 36,083	$ 76,199	$ 115,500	$ 115,500	$ 135,500	$ 20,000	17.3%
Services	22,363	41,557	13,500	10,363	20,500	7,000	51.9%
Capital Outlay	278,864	28,880	15,000	16,332	17,000	2,000	13.3%
Debt Service	4,754	28,520	28,520	28,520	28,520	-	0.0%
TOTAL EXPENDITURES	**$ 342,064**	**$ 175,156**	**$ 172,520**	**$ 170,715**	**$ 201,520**	**$ 29,000**	**16.8%**
Increase (Decrease) in Fund Balance	**105,460**	**45,930**	**26,998**	**39,678**	**(148,940)**	**(175,938)**	**-651.7%**
Beginning Cash, January 1	$ 12,382	$ 117,842	$ 163,772	$ 163,772	$ 203,450	$ 39,678	24.2%
ENDING CASH, DECEMBER 31	**$ 117,842**	**$ 163,772**	**$ 190,770**	**$ 203,450**	**$ 54,510**	**$ (136,260)**	**-71.4%**

FUND: 003 - DEDICATED STREET FUND **REVENUES**

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Total Proposed Budget	% Change 2020-2019
REVENUE SOURCE									
Charges of Goods & Services									
003.344.010.93	Admin Fees-Prop Damage Recovery	$ -	$ 4,480	$ -	$ 2,249	$ -		$ -	0.0%
Total Charges of Goods & Services		**-**	**4,480**	**-**	**2,249**	**-**	**-**	**-**	**0.0%**
Interest Earnings									
003.361.011.00	INTEREST EARNINGS	451	2,086	710	3,960	3,050		3,050	329.6%
003.369.091.00	MISCELLANEOUS REVENUE	-	17,919					-	
Total Interest Earnings		**451**	**20,005**	**710**	**3,960**	**3,050**	**-**	**3,050**	**329.6%**
Other Financing Source									
003.391.090.00	PROCEEDS OF L/T DEBT-CHIP SPREADER	264,062		-	-	-		-	0.0%
Total Other Financing Source		**264,062**	**-**	**-**	**-**	**-**	**-**	**-**	**0.0%**
Disposition of Fixed Assets									
003.395.020.00	INSURANCE RECOVERY - DED STREETS	-	-	-	8,994	-	-	-	0.0%
Total Disposition of Fixed Assets		**-**	**-**	**-**	**8,994**	**-**	**-**	**-**	**0.0%**
Transfers In									
003.397.000.01	TRANSFER IN - FUND 001	183,011	196,601	198,808	195,190	49,530		49,530	-75.1%
Total Transfers In		**183,011**	**196,601**	**198,808**	**195,190**	**49,530**	**-**	**49,530**	**-75.1%**
TOTAL REVENUES		**$ 447,524**	**$ 221,086**	**$ 199,518**	**$ 210,393**	**$ 52,580**	**$ -**	**$ 52,580**	**-73.6%**
PLUS, BEGINNING CASH, JANUARY 1		**12,382**	**117,842**	**163,772**	163,772	**203,450**	**-**	**203,450**	**24.2%**
TOTAL APPROPRIATION		**$ 459,906**	**$ 338,928**	**$ 363,290**	**$ 374,165**	**$ 256,030**	**$ -**	**$ 256,030**	**-29.5%**

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

EXPENDITURES

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
EXPENDITURES									
Roadway									
003.K1.542.030.31.00	OFFICE & OPERATING SUPPLIES	$ 33,984	$ 45,256	$ 80,000	80,000	$ 100,000		$ 100,000	25.0%
003.K1.542.030.48.00	REPAIR & MAINT- FACILITIES	18,378	2,523	10,000	10,000	10,000		10,000	0.0%
Total Roadway		**52,362**	**47,779**	**90,000**	**90,000**	**110,000**	**-**	**110,000**	**22.2%**
Bridges/Structures									
003.K1.542.050.41.00	PROFESSIONAL SERVICES	-	21,115	2,500	363	10,500		10,500	320.0%
003.K1.542.050.48.00	REPAIR & MAINT- FACILITIES	-	17,919	1,000	-	-		-	-100.0%
Total Bridges/Structures		**-**	**39,034**	**3,500**	**363**	**10,500**	**-**	**10,500**	**200.0%**
Traffic Control									
003.K1.542.064.31.00	OFFICE & OPERATING SUPPLIES	2,099	30,943	35,500	35,500	35,500		35,500	0.0%
003.K1.542.064.48.00	REPAIR & MAINT- FACILITIES	2,012		-		-		-	0.0%
Total Traffic Control		**4,111**	**30,943**	**35,500**	**35,500**	**35,500**	**-**	**35,500**	**0.0%**
003.K1.591.095.71.00	PRINCIPAL - CHIP SPREADER	3,338	22,749	23,581	23,581	24,420		24,420	3.6%
003.K1.592.095.81.00	INTEREST - CHIP SPREADER	1,416	5,771	4,939	4,939	4,100		4,100	-17.0%
Total Debt Service Principal & Interest		**4,754**	**28,520**	**28,520**	**28,520**	**28,520**	**-**	**28,520**	**0.0%**
Capital Outlays									
003.K1.594.042.64.00	MACHINERY & EQUIPMENT	264,062	12,843	15,000	16,332		17,000	17,000	13.3%
003.K1.595.010.41.00	PROFESSIONAL SERVICES	1,973		-		-		-	0.0%
003.K1.595.030.63.00	OTHER IMPROVEMENTS	-	16,037	-		-		-	0.0%
003.K1.595.050.63.00	OTHER IMPROVEMENTS	14,802		-		-		-	0.0%
Total Capital Outlays		**280,837**	**28,880**	**15,000**	**16,332**	**-**	**17,000**	**17,000**	**13.3%**
TOTAL EXPENDITURES		**$ 342,064**	**$ 175,156**	**$ 172,520**	**$ 170,715**	**$ 184,520**	**$ 17,000**	**$ 201,520**	**16.8%**
PLUS, ENDING CASH, DECEMBER 31		**117,842**	**163,772**	**190,770**	**203,450**	**54,510**	**-**	**54,510**	**-71.4%**
TOTAL APPROPRIATION		**$ 459,906**	**$ 338,928**	**$ 363,290**	**$ 374,165**	**$ 239,030**	**$ 17,000**	**$ 256,030**	**-29.5%**

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BUILDING ABATEMENT
Fund 004 Building Department 59

Purpose:

The Building Abatement Fund was created to provide 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 a lien process. This fund provides staff with the revenue necessary to finance the direct costs associated with the abatement of a property. Property owners 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 the City intervention.

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

Significant Changes in 2020

Unfortunately, the 2020 budget includes a $45,000 transfer out to the General Fund due to the financial constraints facing the City and the need to fund essential services. A reallocation of funds for general or specific abatement purposes can be considered to address building abatement needs with consideration of actual revenues as the budget year proceeds.

BUILDING ABATEMENT FUND
SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

Building Abatemennt Fund	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 Year-End Estimate	2020 Proposed Budget	Change 2020 -2019	% Change 2020-2019
REVENUE SOURCE							
Interest Earnings	$ 109	$ 1,300	$ 330	$ 1,856	$ 1,600	$ 1,270	384.8%
Transfers in	100,000	9,596	80,000	80,000	-	(80,000)	-100.0%
TOTAL REVENUES	**$ 100,109**	**$ 10,896**	**$ 80,330**	**$ 81,856**	**$ 1,600**	**$ (78,730)**	**-98.0%**
EXPENDITURES							
Services	$ 9,796	$ -	$ -	$ -	$ -	-	0.0%
Transfers out			80,000	80,000	45,000	(35,000)	-43.8%
TOTAL EXPENDITURES	**$ 9,796**	**$ -**	**$ 80,000**	**$ 80,000**	**$ 45,000**	**$ (35,000)**	**-43.8%**
Increase (Decrease) in Fund Balance	**$ 90,313**	**$ 10,896**	**$ 330**	**$ 1,856**	**$ (43,400)**	**$ (43,730)**	**-13251.5%**
Beginning Cash, January 1	-	90,313	101,209	101,209	103,065	1,856	1.8%
ENDING CASH, DECEMBER 31	**$ 90,313**	**$ 101,209**	**$ 101,539**	**$ 103,065**	**$ 59,665**	**$ (41,874)**	**-41.2%**

FUND: 004 - BUILIDING ABATEMENT FUND **REVENUES**

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Total Adopted Budget	% Change 2020-2019
REVENUE SOURCE									
Interest Earnings									
004.361.011.00	INTEREST EARNINGS	109	1,300	330	1,856	1,600		1,600	384.8%
Total Interest Earnings		**109**	**1,300**	**330**	**1,856**	**1,600**	**-**	**1,600**	**384.8%**
Transfers In									
004.397.000.01	TRANSFER IN - FUND 001	100,000	9,596	80,000	80,000	-	-	-	-100.0%
Total Transfers In		**100,000**	**9,596**	**80,000**	**80,000**	**-**	**-**	**-**	**-100.0%**
TOTAL REVENUES		**$ 100,109**	**$ 10,896**	**$ 80,330**	**$ 81,856**	**$ 1,600**	**$ -**	**$ 1,600**	**-98.0%**
PLUS, BEGINNING CASH, JANAURY 1		**-**	**90,313**	**101,209**	**101,209**	**103,065**	**-**	**103,065**	**1.8%**
TOTAL REVENUE APPROPRIATION		**$ 100,109**	**$ 101,209**	**$ 181,539**	**$ 183,065**	**$ 104,665**	**$ -**	**$ 104,665**	**-42.3%**

FUND: 004 - BUILDING ABATEMENT FUND **EXPENDITURES**

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
EXPENDITURES									
Operations									
004.59.559.030.31.00	OPPERATING SUPPLIES	$ 9,795	$ -	$ -		$ -	$ -	$ -	0.0%
Transfers Out									
004.59.597.000.55.01	TRANSFER OUT - 001	-	-	80,000	80,000	-	45,000	45,000	-43.8%
Total Transfers Out		**-**	**-**	**80,000**	**80,000**	**-**	**45,000**	**45,000**	**-43.8%**
TOTAL EXPENDITURES		**$ 9,795**	**$ -**	**$ 80,000**	**$ 80,000**	**$ -**	**$ 45,000**	**$ 45,000**	**-43.8%**
PLUS, ENDING CASH,DECEMBER 31		**90,313**	**101,209**	**101,539**	**103,065**	**59,665**	**-**	**59,665**	**-41.2%**
TOTAL APPROPRIATIONS		**$ 100,108**	**$ 101,209**	**$ 181,539**	**$ 183,065**	**$ 59,665**	**$ 45,000**	**$ 104,665**	**-42.3%**

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LEOFF1 OPEB RESERVE
Fund 005 LEOFF1 OPEB Department 60

Purpose:

LEOFF 1 OPEB Reserve Fund was created during the 2020 Budget adoption to provide funding for the LEOFF 1 retiree medical benefits.

The Law Enforcement Officers and Fire Fighters (LEOFF) 1 is a retirement status for those LEOFF members who established membership with the Washington State Department of Retirement System prior to October 1, 1977. Under LEOFF 1 the last employer of a retired LEOFF 1 member is responsible for the full cost of any post-employment medical benefits. The LEOFF Board is required to approve payment of retirement claims for all medical services defined in RCW 41.26.030 under the condition set forth in RCW 41.26.150.

The City of Chehalis provides full medical insurance through its regular carrier and reimburses the full cost of Medicare premiums of those retirees eligible for Medicare. Upon reaching age 65, the retirees are enrolled in Medicare Part B Coverage, with the City reimbursing these Medicare premiums. In addition, the City reimburses the necessary usual and customary medical expenses, in excess of those covered by the applicable insurance plans, including prescriptions and long-term care. Dental costs and dependents are not covered.

The City has two groups of LEOFF 1 members: 1) Those firefighters who joined the service prior to the establishment of LEOFF on March 1, 1970 (pre-LEOFF) and 2) all other law enforcement officers (police) and firefighters who joined service between March 1, 1970 and October 1, 1977.

As of October 25, 2019, there are sixteen (16) LEOFF 1 retired members (5 firefighter retirees, 8 police retirees, and 3 Pre-LEOFF firefighter retirees) and no active members.

Funding Policy: Prior to 2020, medical benefits for pre-LEOFF firefighters were funded by the City's Firemen's Pension Fund and all other LEOFF 1 members' medical benefits were paid by the General Fund on a pay-as-you-go basis.

In July 28, 2019, SSB 5894 was enacted which provides that a municipality that no longer has beneficiaries receiving benefits under RCW Chapter 41.16 (firefighter's pension) may continue imposing the pension levy at 22.5 cents per $1,000 assessed value to fund medical benefits under LEOFF 1 and other municipal purposes until the municipality no longer has any LEOFF 1 retirees receiving medical benefits. The proceeds of the pension levy must first be expended for payment of medical benefits under LEOFF 1 prior to being used for any other municipal purpose.

On October 14, 2019, the City Council approved an actuarial valuation of the Firemen's Pension Fund and authorized the use of future pension levy and transfer any excess funds from the Firemen's Pension Fund into this fund that is used solely to pay LEOFF 1 medical benefits, if the actuarial valuation report establishes all or part of the levy is unnecessary to meet the estimated demands of the pension fund.

An actuarial valuation of the City of Chehalis Firefighter's Pension Fund was performed by Milliman, Inc. The actuarial valuation report dated October 29, 2019, provided that the current assets in the FPF as of January 1, 2019 is sufficient to pay all future FPF pension benefits, and the Fund is larger than the value of the expected FPF pension benefits; therefore, a portion of the excess could be used to pay these benefits. The report further recommended that use of the excess fund limited to $78,000 per year over the next 10 years.

Significant Changes 2020

2020 Proposed Budget includes, a total revenue projection of $233,549 including the following:

- $166,049 pension levy transfer in from the General Fund

- $67,500 transfer from the Firemen's Pension Fund for pre-LEOFF firefighters' medical benefits

Total expenditures $223,500:

- $91,000 for LEOFF 1 Police
- $65,000 for LEOFF 1 Firefighters
- $67,500 for pre-LOEFF Firefighters

LEOFF 1 OPEB RESERVE FUND

SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

LEOFF 1 OPEB Reserve Fund	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 Year-End Estimate	2020 Proposed Budget	Change 2020-2019	% Change 2020-2019
REVENUE SOURCE							
Interest Earnings	$ -	$ -	$ -	$ -	$ -	$ -	0.0%
Transfers in	-	-	-	-	233,549	233,549	0.0%
TOTAL REVENUES	**$ -**	**$ -**	**$ -**	**$ -**	**$ 233,549**	**$ 233,549**	**0.0%**
EXPENDITURES						-	
Benefits	-	-	-	-	223,500	223,500	0.0%
TOTAL EXPENDITURES	**$ -**	**$ -**	**$ -**	**$ -**	**$ 223,500**	**$ 223,500**	**0.0%**
Increase (Decrease) in Fund Balance	**$ -**	**$ -**	**$ -**	**$ -**	**$ 10,049**	**$ 10,049**	**0.0%**
Beginning Cash, January 1	-	-	-	-	-	-	0.0%
ENDING CASH, DECEMBER 31	**$ -**	**$ -**	**$ -**	**$ -**	**$ 10,049**	**$ 10,049**	**0.0%**

FUND: 005 - LEOFF 1 OPEB RESERVE FUND **REVENUES**

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
REVENUE SOURCE									
Transfers In									
005.397.000.01	TRANSFERS IN - FUND 001					166,049		166,049	0.0%
005.397.000.61	TRANSFERS IN - FUND 611	-	-	-	-	-	67,500	67,500	0.0%
Total Transfers In		-	-	-	-	**166,049**	**67,500**	**233,549**	
TOTAL REVENUES		**$ -**	**$ -**	**$ -**	**$ -**	**$ 166,049**	**$ 67,500**	**$ 233,549**	**0.0%**
PLUS, BEGINNING CASH, JANUARY 1		-	-	-	-	-	-	-	**0.0%**
TOTAL REVENUE APPROPRIATION		**$ -**	**$ -**	**$ -**	**$ -**	**$ 166,049**	**$ 67,500**	**$ 233,549**	**0.0%**

FUND: **005 - LEOFF 1 OPEB RESERVE FUND**
DEPARTMENT: 60 LEOFF 1 OPEB

EXPENDITURES

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
EXPENDITURES									
Administration									
005.60.517.020.41.00	PROFESSIONAL SERVICES	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0.0%
Total Administration		**-**	**-**	**-**	**-**	**-**	**-**	**-**	**0.0%**
Pension & Medical Benefits									
005.60.517.021.29.00	LEOFF 1 MEDICAL - PD	$ -	$ -	$ -	$ -	91,000		91,000	0.0%
005.60.517.021.29.01	LEOFF 1 MEDICAL - FIRE	-	-	-	-	65,000		65,000	0.0%
005.60.517.021.29.03	LEOFF 1 MEDICAL - PRE-LEOFF FIRE	-	-	-	-	67,500		67,500	0.0%
Total Pension & Medical Benefits		**-**	**-**	**-**	**-**	**223,500**	**-**	**223,500**	**0.0%**
TOTAL EXPENDITURES		**$ -**	**$ -**	**$ -**	**$ -**	**$ 223,500**	**$ -**	**$ 223,500**	**0.0%**
PLUS, ENDING CASH, DECEMBER 31		**$ -**	**$ -**	**$ -**	**$ -**	**$ 10,049**	**$ -**	**$ 10,049**	**0.0%**
TOTAL APPROPRIATION		**$ -**	**$ -**	**$ -**	**$ -**	**$ 233,549**	**$ -**	**$ 233,549**	**0.0%**

COMPENSATED ABSENCES FUND
Fund 110 Department 47

Purpose

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

Significant Changes 2019

Received $100,000 contribution from the General Fund. The estimated fund balance at December 31, 2019 is $196,762.

Significant Changes 2020

Unfortunately, the City is again facing constraints as it enters 2020. The $71,488 for accrual cash outs for retiring general fund employees has been moved from department requests to this fund.

COMPENSATED ABSENCES RESERVE FUND
SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

Compensated Absences Reserve Fund	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 Year-End Estimate	2020 Proposed Budget	Change 2020-2019	% Change 2020-2019
REVENUE SOURCE							
Interest Earnings	$ -	$ 973	$ 1,850	$ 2,921	$ 3,640	$ 1,790	96.8%
Transfers in	-	92,868	100,000	100,000	-	(100,000)	-100.0%
TOTAL REVENUES	**$ -**	**$ 93,841**	**$ 101,850**	**$ 102,921**	**$ 3,640**	**$ (98,210)**	**-96.4%**
EXPENDITURES						-	
Salaries & Wages	-	-	-	-	69,397	69,397	0.0%
Benefits	-	-	-	-	2,091	2,091	0.0%
TOTAL EXPENDITURES	**$ -**	**$ -**	**$ -**	**$ -**	**$ 71,488**	**$ 71,488**	**0.0%**
Increase (Decrease) in Fund Balance	**$ -**	**$ 93,841**	**$ 101,850**	**$ 102,921**	**$ (67,848)**	**$(169,698)**	**-166.6%**
Beginning Cash, January 1	-	-	93,841	93,841	196,762	102,921	109.7%
ENDING CASH, DECEMBER 31	**$ -**	**$ 93,841**	**$ 195,691**	**$ 196,762**	**$ 128,914**	**$ (66,777)**	**-34.1%**

FUND: 110 - COMPENSATED ABSENCES RESERVE FUND **REVENUES**

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Total Proposed Budget	% Change 2020-2019
REVENUE SOURCE									
Interest Earnings									
110.361.011.00	INTEREST EARNINGS	$ -	$ 973	$ 1,850	$ 2,921	$ 3,640		$ 3,640	96.8%
Total Interest Earnings		**-**	**973**	**1,850**	**2,921**	**3,640**	**-**	**3,640**	**96.8%**
Transfers In									
110.397.000.01	TRANSFER IN - FUND 001	-	92,868	100,000	100,000	-	-	-	-100.0%
Total Transfers In		**-**	**92,868**	**100,000**	**100,000**	**-**	**-**	**-**	**-100.0%**
TOTAL REVENUES		**$ -**	**$ 93,841**	**$ 101,850**	**$ 102,921**	**$ 3,640**	**$ -**	**$ 3,640**	**-96.4%**
PLUS, BEGINNING CASH, JANUARY 1		**-**	**-**	**93,841**	93,841	**196,762**	**-**	**196,762**	**109.7%**
TOTAL REVENUE APPROPRIATION		**$ -**	**$ 93,841**	**$ 195,691**	**$ 196,762**	**$ 200,402**	**$ -**	**$ 200,402**	**2.4%**

FUND: **110 - COMPENSATED ABSENCES RESERVE FUND**
DEPARTMENT: 47 - COMPENSATED ABSENCES

EXPENDITURES

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
EXPENDITURES									
Fire									
110.47.522.010.11.00	SALARIES AND WAGES	-	-	-	-	-	13,480	13,480	0.0%
110.47.522.010.11.02	SALARIES AND WAGES-ADMIN						15,600	15,600	0.0%
110.47.522.010.21.00	PERSONNEL BENEFITS	-	-	-	-	-	215	215	0.0%
110.47.522.010.21.02	PERSONNEL BENEFITS-ADMIN						1,216	1,216	0.0%
110.47.522.020.12.00	OVERTIME	-	-	-	-	-	40,317	40,317	0.0%
110.47.522.020.21.00	PERSONNEL BENEFITS	-	-	-	-	-	660	660	0.0%
Total Fire		**-**	**-**	**-**	**-**	**-**	**71,488**	**71,488**	**0.0%**
TOTAL EXPENDITURES		**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 71,488**	**$ 71,488**	**0.0%**
PLUS, ENDING CASH, DECEMBER 31		**-**	**93,841**	**195,691**	**196,762**	**128,914**	**-**	**128,914**	**0.0%**
TOTAL APPROPRIATION		**$ -**	**$ 93,841**	**$ 195,691**	**$ 196,762**	**$ 128,914**	**$ 71,488**	**$ 200,402**	**36.5%**

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SPECIAL REVENUE FUNDS

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

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

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

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

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

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

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ARTERIAL STREET
Arterial Street Fund 102 Department 03

Employees:

Department / Classification	2017 Actual	2018 Actual	2019 Amended Budget	2020 Proposed Budget	2020 Changes from 2019
PUBLIC WORKS - ARTERIAL STREET					
Equipment Operator I	0.25	0.25	0.25	0.25	0.00
Equipment Operator II	0.25	0.25	0.25	0.25	0.00
Storm/Wastewater Collection Specialist	0.50	0.50	0.50	0.50	0.00
Total Arterial Street Employees (FTE)	**1.00**	**1.00**	**1.00**	**1.00**	**0.00**

Purpose:

The primary purpose of an arterial street is to serve traffic moving through the area. 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.

Significant Changes 2020:

None.

ARTERIAL STREET FUND
SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

Arterial Street Fund	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 Year-End Estimate	2020 Proposed Budget	Change 2020-2019	% Change 2020-2019
REVENUE SOURCE							
Intergovernmental Revenues	$ 161,649	$ 164,198	$ 164,804	$ 164,804	$ 160,119	$ (4,685)	-2.8%
Interest Earnings	523	1,727	700	2,720	2,280	1,580	225.7%
TOTAL REVENUES	**$ 162,172**	**$ 165,925**	**$ 165,504**	**$ 167,524**	**$ 162,399**	**$ (3,105)**	**-1.9%**
EXPENDITURES						-	
Salaries & Wages	$ 50,067	$ 49,417	$ 60,493	$ 60,493	$ 56,255	$ (4,238)	-7.0%
Benefits	31,151	30,995	34,725	34,909	34,764	$ 39	0.1%
Supplies	71,095	74,365	75,000	75,000	75,000	$ -	0.0%
Services	-	131	-	-	-	-	0.0%
Transfer out			5,432	-	-	(5,432)	-100.0%
TOTAL EXPENDITURES	**$ 152,313**	**$ 154,908**	**$ 175,650**	**$ 170,402**	**$ 166,019**	**$ (9,631)**	**-5.5%**
Increase (Decrease) in Fund Balance	**9,859**	**11,017**	**(10,146)**	**(2,878)**	**(3,620)**	**6,526**	**-64.3%**
Beginning Cash, January 1	$ 104,266	$ 114,125	$ 125,142	$ 125,142	$ 122,264	$ (2,878)	-2.3%
ENDING CASH, DECEMBER 31	**$ 114,125**	**$ 125,142**	**$ 114,996**	**$ 122,264**	**$ 118,644**	**$ 3,648**	**3.2%**

FUND: 102 - ARTERIAL STREET FUND **REVENUES**

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Total Proposed Budget	% Change 2020-2019
REVENUE SOURCE									
Intergovernmental Revenues									
102.336.000.87	MOTOR VEHICLE FUEL TAX - CITIES	$ 161,649	$ 164,198	$ 164,804	164,804	$ 160,119		$ 160,119	-2.8%
Total Intergovernmental Revenues		**161,649**	**164,198**	**164,804**	**164,804**	**160,119**	**-**	**160,119**	**-2.8%**
Interest Earnings									
102.361.011.00	INTEREST EARNINGS	523	1,727	700	2,720	2,280		2,280	225.7%
Total Interest Earnings		**523**	**1,727**	**700**	**2,720**	**2,280**	**-**	**2,280**	**225.7%**
TOTAL REVENUES		**$ 162,172**	**$ 165,925**	**$ 165,504**	**$ 167,524**	**$ 162,399**	**$ -**	**$ 162,399**	**-1.9%**
PLUS, BEGINNING CASH, JANUARY 1		**104,266**	**114,125**	**125,142**	125,142	**122,264**	**-**	**122,264**	**-2.3%**
TOTAL REVENUE APPROPRIATION		**$ 266,438**	**$ 280,050**	**$ 290,646**	**$ 292,666**	**$ 284,663**	**$ -**	**$ 284,663**	**-2.1%**

FUND: **102- ARTERIAL STREET FUND**
DEPARTMENT: 03 - ARTERIAL STREETS

EXPENDITURES

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
EXPENDITURES									
Roadway Supplies									
102.03.542.G30.11.00	SALARIES AND WAGES	$ 50,067	$ 49,307	$ 60,493	$ 60,493	$ 56,255		$ 56,255	-7.0%
102.03.542.G30.12.00	OVERTIME	-	110	-		-		-	0.0%
102.03.542.G30.21.00	PERSONNEL BENEFITS	30,967	30,769	34,725	34,725	34,764		34,764	0.1%
102.03.542.G30.24.00	UNIFORMS & CLOTHING	184	226	-	184	-		-	0.0%
102.03.542.G30.31.00	OFFICE & OPERATING SUPPLIES	71,095	74,365	75,000	75,000	75,000		75,000	0.0%
102.03.542.G30.41.00	PROFESSIONAL SERVICES	-	27	-		-		-	0.0%
102.03.542.G30.49.00	MISCELLANEOUS	-	104	-		-		-	0.0%
Total Roadway Supplies		**152,313**	**154,908**	**170,218**	**170,402**	**166,019**	**-**	**166,019**	-2.5%
Transfers - Out									
103.03.597.000.05.31	TRANSFER OUT - 301 FUND	-	-	5,432		-		-	-100.0%
Total Transfers - Out		**-**	**-**	**5,432**	**-**	**-**	**-**	**-**	**-100.0%**
TOTAL EXPENDITURES		**$ 152,313**	**$ 154,908**	**$ 175,650**	**$ 170,402**	**$ 166,019**	**$ -**	**$ 166,019**	**-5.5%**
PLUS, ENDING CASH, DECEMBER 31		**114,125**	**125,142**	**114,996**	**122,264**	**118,644**	**-**	**118,644**	**3.2%**
TOTAL APPROPRIATION		**$ 266,438**	**$ 280,050**	**$ 290,646**	**$ 292,666**	**$ 284,663**	**$ -**	**$ 284,663**	**-2.1%**

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TRANSPORTATION BENEFIT DISTRICT(TBD)
TBD Fund 103 Department PW Street 03

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.

2019 Accomplishments:

- Completed the Interstate Avenue Repaving Project
- Completed the National Avenue Slide Repair Project
- Received funding and completed design for Kresky Avenue Resurfacing Project
- Began design work on Chehalis Avenue Reconstruction Project
- Completed design on Pacific Avenue Improvements.

2020 Goals and Objectives:

- Complete street improvements on Pacific Avenue between Main Street and Park
- Complete the Kresky Avenue Resurfacing Project
- Finish design work for Chehalis Avenue Reconstruction (project scheduled to be constructed by 2021)

Significant Changes 2020:

Cost for reconstruction of Pacific Avenue between Main Street & Park Street is included in the 2020 budget in the amount of $1,150,000. The local match for construction of the Kresky Avenue project is included for $ 97,000. Engineering cost for the design and construction management of three projects is included for $253,000.

TRANSPORTATION BENEFIT DISTRICT FUND
SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

Transportation Benefit District Fund	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 Year-End Estimate	2020 Proposed Budget	Change 2020-2019	% Change 2020-2019
REVENUE SOURCE							
Sales Tax - TBD	$ 382,257	$ 1,154,400	$ 989,591	$ 1,133,748	$ 1,156,420	$ 166,829	16.9%
Interest Earnings	380	14,182	2,927	30,374	18,540	15,613	533.4%
TOTAL REVENUES	**$ 382,637**	**$ 1,168,582**	**$ 992,518**	**$ 1,164,122**	**$ 1,174,960**	**$ 182,442**	**18.4%**
EXPENDITURES						-	
Services	$ 22,582	$ 1,068	$ -	$ -	-	-	0.0%
Capital Outlay	-	417,411	1,175,000	253,900	1,500,000	325,000	27.7%
TOTAL EXPENDITURES	**$ 22,582**	**$ 418,479**	**$ 1,175,000**	**$ 253,900**	**$ 1,500,000**	**$ 325,000**	**27.7%**
Increase (Decrease) in Fund Balance	**$ 360,055**	**$ 750,103**	**$ (182,482)**	**$ 910,222**	**$ (325,040)**	**$ (142,558)**	**78.1%**
Beginning Cash, January 1	-	360,055	1,110,158	1,110,158	2,020,380	910,222	82.0%
ENDING CASH, DECEMBER 31	**$ 360,055**	**$ 1,110,158**	**$ 927,676**	**$ 2,020,380**	**$ 1,695,340**	**$ 767,664**	**82.8%**

FUND: 103 - TRANSPORTATION BENEFIT DISTRICT FUND **REVENUES**

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Total Proposed Budget	% Change 2020-2019
REVENUE SOURCE									
Sales Tax									
103.313.021.00	PUBLIC TRANSPORTATION TAX -TBD	$ 382,257	$ 1,154,400	$ 989,591	$ 1,133,748	$ 1,156,420		$ 1,156,420	16.9%
Total Sales Tax		**382,257**	**1,154,400**	**989,591**	**1,133,748**	**1,156,420**	**-**	**1,156,420**	16.9%
Interest Earnings									
103.361.011.00	INTEREST EARNINGS	380	14,182	2,927	30,374	18,540		18,540	533.4%
Total Interest Earnings		**380**	**14,182**	**2,927**	**30,374**	**18,540**	**-**	**18,540**	**533.4%**
TOTAL REVENUES		**$ 382,637**	**$ 1,168,582**	**$ 992,518**	**$ 1,164,122**	**$ 1,174,960**	**$ -**	**$ 1,174,960**	**18.4%**
PLUS, BEGINNING CASH, JANUARY 1		**-**	**360,055**	**1,110,158**	**1,110,158**	**2,020,380**	**-**	**2,020,380**	**82.0%**
TOTAL REVENUE APPROPRIATION		**$ 382,637**	**$ 1,528,637**	**$ 2,102,676**	**$ 2,274,280**	**$ 3,195,340**	**$ -**	**$ 3,195,340**	**52.0%**

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

EXPENDITURES

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
EXPENDITURES									
Bridges/Structure Maintenance									
103.03.542.050.41.00	PROFESSIONAL SERVICES	22,582	1,068	-		-		-	0.0%
Total Bridges/Structure Maintenance		**22,582**	**1,068**	**-**	**-**	**-**	**-**	**-**	**0.0%**
Capital Outlay - Construction Projects									
103.03.595.010.65.41	CONSTRUCTION PROJECTS-ENGINEERING	-	15,584	350,000	168,900	253,000		253,000	-27.7%
103.03.595.030.63.00	OTHER IMPROVEMENTS	-	401,827	-		-		-	0.0%
103.03.595.030.65.30	CONSTRUCTION PROJECTS-ROADWAY	-		825,000	85,000	1,247,000		1,247,000	51.2%
103.03.595.030.65.33	CONSTRUCTION PROJECTS-STREET OVERLAY	-		-		-		-	0.0%
Total Capital Outlay - Construction Projects		**-**	**417,411**	**1,175,000**	**253,900**	**1,500,000**	**-**	**1,500,000**	**27.7%**
TOTAL EXPENDITURES		**$ 22,582**	**$ 418,479**	**$ 1,175,000**	**$ 253,900**	**$ 1,500,000**	**$ -**	**$ 1,500,000**	**27.7%**
PLUS, ENDING CASH, DECEMBER 31		**360,055**	**1,110,158**	**927,676**	**2,020,380**	**1,695,340**	**-**	**1,695,340**	**82.8%**
TOTAL APPROPRIATION		**$ 382,637**	**$ 1,528,637**	**$ 2,102,676**	**$ 2,274,280**	**$ 3,195,340**	**$ -**	**$ 3,195,340**	**52.0%**

TOURISM
Tourism Fund 107 Department 05

Purpose:

The Tourism fund provides for the tracking of Lodging Tax receipts. The Lodging Tax is also referred to as the hotel-motel tax, which 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 (RCW) to review proposals for use of the special excise tax on lodging for tourism promotion. Recommendations from the Lodging Tax Advisory Committee are considered by the City Council, which awards the lodging tax revenues to recipients on an annual basis for projects, activities, marketing, and advertising to promote tourism. The awarded funds are disbursed by the City's Finance Department on a reimbursement basis and recipients are responsible for fulfilling the goals and objectives proposed in the awarded funding requests.

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

On October 14, 2019, the following organizations were awarded funding by the City Council consistent with the recommendations from LTAC. (Tentative)

Organization	Recommendation
1. Chehalis-Centralia Railroad & Museum – Marketing	$ 35,000
2. Chehalis-Centralia Railroad & Museum – Personnel	$ 15,000
3. Lewis County Historical Museum	$ 40,000
4. Veterans Memorial Museum	$ 30,000
5. Friends of the Chehalis Community Renaissance	$ 27,000
6. Centralia-Chehalis Chamber (Visitor Center Services)	$ 40,000
7. Centralia-Chehalis Chamber/City of Chehalis – Utilities	$ 50,000
8. Chehalis Wedding Show	$ 12,435
9. Youth Athletic Tournaments	$ 15,000
10. Southwest Washington Fairgrounds	$ 10,000
11. ARTrails	$ 5,000
Total	***$279,435***

A $50,000 reserve was also set aside for projects/activities that may come up during the year.

On June 4, 2019, the LTAC also approved the reoccurring bond payment for Recreation Park/Penny Playground not to exceed $75,000/year, which was then approved by the Chehalis City Council on October 14, 2019. In 2020, the bond payment will be $63,395.91.

TOURISM FUND
SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

Dedicated Street Fund	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 Year-End Estimate	2020 Proposed Budget	Change 2020-2019	% Change 2020-2019
REVENUE SOURCE							
Hotel/Motel Lodging Tax	$ 258,654	$ 248,811	$ 225,185	$ 236,400	$ 239,950	$ 14,765	6.6%
Interest Earnings	1,619	4,932	800	6,710	3,680	2,880	360.0%
TOTAL REVENUES	**$ 260,273**	**$ 253,743**	**$ 225,985**	**$ 243,110**	**$ 243,630**	**$ 17,645**	**7.8%**
EXPENDITURES						-	
Services	$ 211,769	$ 202,886	$ 223,435	$ 211,435	$ 279,435	56,000	25.1%
Transfers out	-		182,000	182,000	63,396	(118,604)	-65.2%
TOTAL EXPENDITURES	**$ 211,769**	**$ 202,886**	**$ 405,435**	**$ 393,435**	**$ 342,831**	**$ (62,604)**	**-15.4%**
Increase (Decrease) in Fund Balance	**$ 48,504**	**$ 50,857**	**$ (179,450)**	**$ (150,325)**	**$ (99,201)**	**$ 80,249**	**-44.7%**
Beginning Cash, January 1	264,582	313,086	363,943	363,943	213,618	(150,325)	-41.3%
ENDING CASH, DECEMBER 31	**$ 313,086**	**$ 363,943**	**$ 184,493**	**$ 213,618**	**$ 114,417**	**$ (70,076)**	**-38.0%**

FUND: 107 - TOURISM FUND **REVENUES**

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Total Proposed Budget	% Change 2020-2019
REVENUE SOURCE									
Other Tax									
107.313.031.00	HOTEL/MOTEL LODGING TAX	$ 258,654	$ 248,812	$ 225,185	$ 236,400	$ 239,950		$ 239,950	6.6%
Total Other Tax		**258,654**	**248,812**	**225,185**	**236,400**	**239,950**	**-**	**239,950**	**6.6%**
Interest Earnings									
107.361.011.00	INTEREST EARNINGS	1,619	4,932	800	6,710	3,680		3,680	360.0%
Total Interest Earnings		**1,619**	**4,932**	**800**	**6,710**	**3,680**	**-**	**3,680**	**360.0%**
TOTAL REVENUES		**$ 260,273**	**$ 253,744**	**$ 225,985**	**$ 243,110**	**$ 243,630**	**$ -**	**$ 243,630**	**7.8%**
PLUS, BEGINNING CASH, JANAURY 1		**264,582**	**313,086**	**363,943**	363,943	**213,618**	**-**	**213,618**	**-41.3%**
TOTAL REVENUE APPROPRIATION		**$ 524,855**	**$ 566,830**	**$ 589,928**	$ 607,053	**$ 457,248**	**$ -**	**$ 457,248**	**-22.5%**

FUND: 107 - TOURISM FUND
DEPARTMENT: 05 - TOURISM

EXPENDITURES

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
EXPENDITURES									
Website Management									
107.05.557.030.48.00	REPAIR & MAINT- FACILITIES	$ 1,500	$ -	$ -		$ -		$ -	0.0%
Total Website Management		**1,500**	**-**	**-**	**-**	**-**	**-**	**-**	**0.0%**
Tourism Outreach									
107.05.557.030.41.04	LC HISTORICAL MUSEUM	17,350	35,279	40,000	40,000	40,000		40,000	0.0%
107.05.557.030.41.05	CHEHALIS-CENTRALIA RR & MUSEUM - Marketing	29,957	35,000	35,000	35,000	35,000		35,000	0.0%
107.05.557.030.41.22	CHEHALIS-CENTRALIA RR & MUSEUM - Personnel	-	-	-	-	15,000		15,000	0.0%
107.05.557.030.41.06	VETERAN'S MEMORIAL MUSEUM	22,993	29,907	30,000	30,000	30,000		30,000	0.0%
107.05.557.030.41.18	CHAMBER OF COMMERCE	40,000	40,000	40,000	40,000	40,000		40,000	0.0%
107.05.557.030.41.27	Chamber/City of Chehalis - Utility Project	-	-	-	-	50,000		50,000	0.0%
107.05.557.030.41.21	CHE. BRIDAL SHOW-PREMIER BROADCASTERS	7,985	12,435	12,435	12,435	12,435		12,435	0.0%
107.05.557.030.41.24	RENAISSANCE COMMITTEE	45,666	39,889	46,000	46,000	27,000		27,000	-41.3%
107.05.557.030.41.26	LEWIS COUNTY COMMUNITY TRAILS	29,324		-	-	-		-	0.0%
107.05.557.030.41.20	CITY REC DEPT - YOUTH TOURNAMENTS	16,993	10,376	20,000	8,000	15,000		15,000	-25.0%
107.05.557.030.41.28	Southwest Washington Fairgrounds	-	-	-	-	10,000		10,000	0.0%
107.05.557.030.41.10	ARTrails	-	-	-	-	5,000		5,000	0.0%
Total Tourism Outreach		**210,268**	**202,886**	**223,435**	**211,435**	**279,435**	**-**	**279,435**	**25.1%**
Transfers Out									
107.05.597.000.05.20	TRANSFER OUT - FUND 200	-	-	-	-	63,396		63,396	0.0%
107.05.597.000.05.31	TRANSFER OUT - FUND 301	-	-	182,000	182,000	-		-	-100.0%
Total Transfers Out		**-**	**-**	**182,000**	**182,000**	**63,396**	**-**	**63,396**	**-65.2%**
TOTAL EXPENDITURES		**$ 211,768**	**$ 202,886**	**$ 405,435**	**$ 393,435**	**$ 342,831**	**$ -**	**$ 342,831**	**-15.4%**
PLUS, ENDING CASH, DECEMBER 31		**313,086**	**363,943**	**184,493**	**213,618**	**114,417**	**-**	**114,417**	**-38.0%**
TOTAL APPROPRIATION		**$ 524,854**	**$ 566,829**	**$ 589,928**	**$ 607,053**	**$ 457,248**	**$ -**	**$ 457,248**	**-22.5%**

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, 2019, the outstanding principal on those loans that were deferred is $81,963.91. This amount will be received by the City over time as the ownership of the properties is transferred to anyone other than the loan holder.

Significant Changes 2020:

There are no significant changes anticipated in 2020.

COMMUNITY DEVELOPMENT BLOCK GRANT FUND
SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

Community Development Block Grant Fund	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 Year-End Estimate	2020 Proposed Budget	Change 2020-2019	% Change 2020-2019
REVENUE SOURCE							
Intergovernmental Revenues	$ -	$ 23,223	$ -	$ -	$ -	$ -	0.0%
Interest Earnings	1	256	-	488	480	480	0.0%
Transfer in	-	600	1,000	-	-	(1,000)	-100.0%
TOTAL REVENUES	**$ 1**	**$ 24,079**	**$ 1,000**	**$ 488**	**$ 480**	**$ (520)**	**-52.0%**
EXPENDITURES						-	
Services	$ -	$ -	$ 1,000	$ 200	$ 1,000	$ -	0.0%
TOTAL EXPENDITURES	**$ -**	**$ -**	**$ 1,000**	**$ 200**	**$ 1,000**	**$ -**	**0.0%**
Increase (Decrease) in Fund Balance	**$ 1**	**$ 24,079**	**$ -**	**$ 288**	**$ (520)**	**$ (520)**	0.0%
Beginning Cash, January 1	110	111	24,190	24,190	24,478	288	1.2%
ENDING CASH, DECEMBER 31	**$ 111**	**$ 24,190**	**$ 24,190**	**$ 24,478**	**$ 23,958**	**$ (232)**	**-1.0%**

FUND: 195 - COMMUNITY DEVELOPMENT BLOCK GRANT FUND (CDBG) **REVENUES**

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Total Proposed Budget	% Change 2020-2019
REVENUE SOURCE									
Charges for Services									
195.345.090.00	LOAN PRINCIPAL	$ -	$ 23,223	$ -	$ -	$ -		$ -	0.0%
Total Charges for Services		**-**	**23,223**	**-**	**-**	**-**	**-**	**-**	**0.0%**
Interest Earnings									
195.361.011.00	INTEREST EARNINGS	1	256	-	488	480		480	0.0%
Total Interest Earnings		**1**	**256**	**-**	**488**	**480**	**-**	**480**	**0.0%**
Transfers In									
195.397.000.01	TRANSFER IN - FUND 001	-	600	1,000	-	-		-	-100.0%
195.397.000.07	TRANSFER IN - FUND 197	-		-	-	-		-	0.0%
Total Transfers		**-**	**600**	**1,000**	**-**	**-**	**-**	**-**	**-100.0%**
TOTAL REVENUE		**$ 1**	**$ 24,079**	**$ 1,000**	**$ 488**	**$ 480**	**$ -**	**$ 480**	**-52.0%**
PLUS, BEGINNING CASH, JANUARY 1		**110**	**111**	**24,190**	24,190	**24,478**	**-**	**24,478**	**1.2%**
TOTAL REVENUE APPROPRIATION		**$ 111**	**$ 24,190**	**$ 25,190**	**$ 24,678**	**$ 24,958**	**$ -**	**$ 24,958**	**-0.9%**

FUND: 195 - COMMUNITY DEV BLOCK GRANT FUND (CDBG)
DEPARTMENT: 46 - 1982-93 CDBG

EXPENDITURES

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
EXPENDITURES									
Administration									
195.46.559.030.41.00	PROFESSIONAL SERVICES	$ -	$ -	$ 1,000	$ 200	$ 1,000		$ 1,000	0.0%
Total Administration		**-**	**-**	**1,000**	**200**	**-**	**-**	**1,000**	**0.0%**
TOTAL EXPENDITURES		**-**	**-**	**1,000**	**200**	**1,000**	**-**	**1,000**	**0.0%**
PLUS, ENDING CASH, DECEMBER 31		**111**	**24,190**	**24,190**	**24,478**	**23,958**	**-**	**23,958**	**-1.0%**
TOTAL APPROPRIATION		**$ 111**	**$ 24,190**	**$ 25,190**	**$ 24,678**	**$ 24,958**	**$ -**	**$ 24,958**	**-0.9%**

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HUD BLOCK GRANT
HUD Block Grant Fund 197 Department 07

Purpose

The City used federal funds received from the Department of Housing & Urban Development to provide home rehabilitation loans. As of September 1, 2019, the outstanding principal on those loans that were deferred is $38,148.94. The balance due from the loans will be received by the City over time as ownership of these properties transfer to anyone other than the loan holder.

Significant Changes 2020

No significant changes are currently planned for 2020; however, there have been questions on how these funds may be used to support goals in the community consistent with funding requirements. In the coming year, the City may revisit the available funds so that they can be reinvested into projects that could benefit the community consistent with any applicable restrictions and/or requirements.

Estimated fund balance at December 31, 2020 is $87,559.

HUD BLOCK GRANT FUND
SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

HUD Block Grant Fund	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 Year-End Estimate	2020 Proposed Budget	Change 2020-2019	% Change 2020-2019
REVENUE SOURCE							
Intergovernmental Revenues	$ 13,100	$ 14,131	$ -	$ -	$ -	$ -	0.0%
Interest Earnings	337	1,185	1,420	1,580	1,720	300	21.1%
TOTAL REVENUES	**$ 13,437**	**$ 15,316**	**$ 1,420**	**$ 1,580**	**$ 1,720**	**$ 300**	**21.1%**
EXPENDITURES						-	
Services	$ -	$ -	$ 1,000	$ -	$ 2,000	$ 1,000	100.0%
TOTAL EXPENDITURES	**$ -**	**$ -**	**$ 1,000**	**$ -**	**$ 2,000**	**$ 1,000**	**100.0%**
Increase (Decrease) in Fund Balance	**$ 13,437**	**$ 15,316**	**$ 420**	**$ 1,580**	**$ (280)**	**$ (700)**	-166.7%
Beginning Cash, January 1	57,506	70,943	86,259	86,259	87,839	1,580	1.8%
ENDING CASH, DECEMBER 31	**$ 70,943**	**$ 86,259**	**$ 86,679**	**$ 87,839**	**$ 87,559**	**$ 880**	**1.0%**

FUND: 197 - HUD BLOCK GRANT FUND **REVENUES**

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Total Proposed Budget	% Change 2020-2019
REVENUE SOURCE									
Intergovernmental Revenues									
197.345.090.00	LOAN PRINCIPAL	$ 13,100	$ 14,131	$ -	$ -	$ -		$ -	0.0%
Total Intergovernmental Revenues		**13,100**	**14,131**	**-**	**-**	**-**	**-**	**-**	**0.0%**
Interest Earnings									
197.361.011.00	INTEREST EARNINGS	337	1,185	1,420	1,580	1,720		1,720	21.1%
Total Interest Earnings		**337**	**1,185**	**1,420**	**1,580**	**1,720**	**-**	**1,720**	**21.1%**
TOTAL REVENUES		**$ 13,437**	**$ 15,316**	**$ 1,420**	**$ 1,580**	**$ 1,720**	**$ -**	**$ 1,720**	**21.1%**
PLUS, BEGINNING CASH, JANUARY 1		**57,506**	**70,943**	**86,259**	86,259	**87,839**	**-**	**87,839**	**1.8%**
TOTAL REVENUE APPROPRIATION		**$ 70,943**	**$ 86,259**	**$ 87,679**	**$ 87,839**	**$ 89,559**	**$ -**	**$ 89,559**	**2.1%**

FUND: **197 - HUD BLOCK GRANT FUND**
DEPARTMENT: 07 - HUD BLOCK GRANT

EXPENDITURES

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
EXPENDITURES									
Administration									
197.07.576.080.41.00	PROFESSIONAL SERVICES	$ -	$ -	$ 1,000	$ -	$ 2,000		$ 2,000	100.0%
Total Administration		**-**	**-**	**1,000**	**-**	**2,000**	**-**	**2,000**	**100.0%**
TOTAL EXPENDITURES		**$ -**	**$ -**	**$ 1,000**	**$ -**	**$ 2,000**	**$ -**	**$ 2,000**	**100.0%**
PLUS, ENDING CASH, DECEMBER 31		**70,943**	**86,259**	**86,679**	**87,839**	**87,559**	**-**	**87,559**	**1.0%**
TOTAL APPROPRIATION		**$ 70,943**	**$ 86,259**	**$ 87,679**	**$ 87,839**	**$ 89,559**	**$ -**	**$ 89,559**	**2.1%**

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DEBT SERVICE FUNDS

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

G.O. Bonds Fund – This fund was established in October 2011, with the passage of Ordinance 878-B providing for the issuance of General Obligation Debt. It is used to make the debt service payments to the holders of the City's G.O. Bonds. The title of this fund was changed from "2011 General Obligation Bond Fund" to "General Obligation Bond Fund" with the adoption of 2020 budget.

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GENERAL OBLIGATION BOND
G.O. Bond Fund 200, General Debt Service OC

Purpose

When the City issued the Limited Tax General Obligation (LTGO) Bond of 2011, it accepted the condition that a bond fund be established to account for all bond payments.

In 2019, the City issued Limited Tax General Obligation (LTGO) Bond, 2019 for Recreation Park renovation project. Instead of creating an additional General Obligation (G.O.) Bond fund, debt service for all G.O. Bonds will be accounted for in this fund

For 2011 LTGO Bond, 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.

On June 4, 2019, the Chehalis Lodging Tax Advisory Committee (LTAC) approved to provide funding for the annual debt service payments for the 2019 LTGO Bond, not to exceed $75,000 per year through the final maturity of the Bond (15-year term, first payment starting year 2020 through final payment in year 2034).

Significant Changes 2020

The title of fund 200 is changed from “2011 General Obligation Bond Fund” to “General Obligation Bond Fund”.

The 2020 budget for the G.O. Bond Fund is **$160,915** which includes the following debt service payments:

- $97,219 for 2011 LTGO Bond principal and interest
- $300 for Fiscal services relating to 2019 LTGO Bond
- $63,396 for 2019 LTGO Bond principal and interest

GENERAL OBLIGATION BONDS FUND
SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

General Obligation Bonds Fund	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 Year-End Estimate	2020 Proposed Budget	Change 2020-2019	% Change 2020-2019
REVENUE SOURCE							
Transfers in	$ 98,956	$ 102,507	$ 99,563	$ 99,563	$ 160,914	$ 61,351	61.6%
TOTAL REVENUES	**$ 98,956**	**$ 102,507**	**$ 99,563**	**$ 99,563**	**$ 160,914**	**$ 61,351**	**61.6%**
EXPENDITURES						-	
Debt Service	$ 98,956	$ 102,506	$ 99,563	$ 99,563	$ 160,915	$ 61,352	61.6%
TOTAL EXPENDITURES	**$ 98,956**	**$ 102,506**	**$ 99,563**	**$ 99,563**	**$ 160,915**	**$ 61,352**	**61.6%**
Increase (Decrease) in Fund Balance	**$ -**	**$ 1**	**$ -**	**$ -**	**$ (1)**	**$ (1)**	**0.0%**
Beginning Cash, January 1	-	-	1	1	1	-	0.0%
ENDING CASH, DECEMBER 31	**$ -**	**$ 1**	**$ 1**	**$ 1**	**$ -**	**$ (1)**	**-100.0%**

FUND: 200 - GENERAL OBLIGATION BONDS FUND **REVENUES**

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Total Proposed Budget	% Change 2020-2019
REVENUE SOURCE									
Transfers In									
200.397.000.01	TRANSFER IN - FUND 001	24,731	25,969	24,891	24,891	24,380		24,380	-2.1%
200.397.000.07	TRANSFER IN - FUND 107	-	-	-	-	63,396		63,396	0.0%
200.397.000.35	TRANSFER IN - FUND 305	41,566	42,864	40,821	40,821	39,982		39,982	-2.1%
200.397.000.36	TRANSFER IN - FUND 306	32,659	33,674	33,851	33,851	33,156		33,156	-2.1%
Total Transfers In		**98,956**	**102,507**	**99,563**	**99,563**	**160,914**	**-**	**160,914**	**61.6%**
TOTAL REVENUES		**$ 98,956**	**$ 102,507**	**$ 99,563**	**$ 99,563**	**$ 160,914**	**$ -**	**$ 160,914**	**61.6%**
PLUS, BEGINNING CASH, JANUARY 1		**-**	**-**	**1**	**1**	**1**	**-**	**1**	**0.0%**
TOTAL REVENUE APPROPRIATION		**$ 98,956**	**$ 102,507**	**$ 99,564**	**$ 99,564**	**$ 160,915**	**$ -**	**$ 160,915**	**61.6%**

FUND: **200 - GENERAL OBLIGATION BOND FUND**
DEPARTMENT: OC - GENERAL DEBT SERVICE

EXPENDITURES

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
EXPENDITURE									
Debt Service Principal									
200.OC.591.034.71.00	G.O. BONDS - PRINCIPAL - 2011 LTGO	70,000	75,000	75,000	75,000	75,000		75,000	0.0%
200.OC.591.076.71.01	G.O. BONDS - PRINCIPAL - 2019 LTGO	-		-		45,000		45,000	0.0%
Total Debt Service Principal		**70,000**	**75,000**	**75,000**	**75,000**	**120,000**	**-**	**120,000**	**60.0%**
Debt Service - Interest									
200.OC.592.014.83.00	L/T DEBT - INTEREST - 2011 LTGO	28,656	26,906	24,563	24,563	22,219		22,219	-9.5%
200.OC.592.076.83.01	L/T DEBT - INTEREST - 2019 LTGO	-	-	-		18,396		18,396	0.0%
200.OC.592.014.89.00	OTHER INTEREST & DEBT SVC COSTS	300	600	-	-	300		300	0.0%
Total Debt Service Interest		**28,956**	**27,506**	**24,563**	**24,563**	**40,915**	**-**	**40,915**	**66.6%**
TOTAL EXPENDITURES		**$ 98,956**	**$ 102,506**	**$ 99,563**	**$ 99,563**	**$ 160,915**	**$ -**	**$ 160,915**	**61.6%**
PLUS, ENDING CASH, DECEMBER 31		**-**	**1**	**1**	**1**	**-**	**-**	**-**	**-100.0%**
TOTAL APPROPRIATION		**$ 98,956**	**$ 102,507**	**$ 99,564**	**$ 99,564**	**$ 160,915**	**$ -**	**$ 160,915**	**61.6%**

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CAPITAL PROJECT FUNDS

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

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

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

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

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

Purpose

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

Significant Changes 2020

The 2020 capital outlay budget of $911,393 is to complete the Recreation Park renovation project.

Background

The 2019 total capital outlay budget for the Public Facilities Reserve Fund significantly increased in 2019 due to the pool liner replacement project in the amount of $285,215 and construction of Recreation Park renovation project in the amount of $4,161,393. As of October 25, 2019, about $911,393 of the 2019 Recreation Park renovation budget is expected to be spent in 2020; therefore, the same amount is included in the 2020 budget request.

Bond proceeds in the amount of $894,000 were received in 2019. The bond proceeds, net of issuance cost of $13,500, in the amount of $881,000 is available for the project.

In addition, the fund received a one-time transfer of $265,000 from the General Fund: $150,000 for future fire station land acquisition and $115,000 reserve for future large maintenance and repairs projects.

PUBLIC FACILITIES RESERVE FUND
SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

Public Facilities Reserve Fund	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 Year-End Estimate	2020 Proposed Budget	Change 2020-2019	% Change 2020-2019
REVENUE SOURCE							
Grants	$ -	$ -	$ 1,600,000	$ 1,600,000	$ -	$(1,600,000)	-100.0%
Interest Earnings	40	3,790	3,780	16,776	8,400	4,620	122.2%
Donations and other	-	187,176	1,473,064	1,473,064	-	(1,473,064)	-100.0%
G.O. Bond Issue-Parks	-	-	900,000	894,000	-	(900,000)	-100.0%
Transfers in	100,000	639,515	471,432	471,432	-	(471,432)	-100.0%
TOTAL REVENUES	**$ 100,040**	**$ 830,481**	**$ 4,448,276**	**$ 4,455,272**	**$ 8,400**	**$(4,439,876)**	**-99.8%**
EXPENDITURES						-	
Capital Outlay	$ 9,855	$ 581,028	$ 4,446,608	$ 3,535,215	$ 911,393	$(3,535,215)	-79.5%
Debt Issuance Cost			19,000	13,000	-	$ (19,000)	-100.0%
TOTAL EXPENDITURES	**$ 9,855**	**$ 581,028**	**$ 4,465,608**	**$ 3,548,215**	**$ 911,393**	**$(3,554,215)**	**-79.6%**
Increase (Decrease) in Fund Balance	**$ 90,185**	**$ 249,453**	**$ (17,332)**	**$ 907,057**	**$ (902,993)**	**$ (885,661)**	5110.0%
Beginning Cash, January 1	-	90,185	339,638	339,638	1,246,695	907,057	267.1%
ENDING CASH, DECEMBER 31	**$ 90,185**	**$ 339,638**	**$ 322,306**	**$ 1,246,695**	**$ 343,702**	**$ 21,396**	**6.6%**

FUND: 301 - PUBLIC FACILITIIES RESERVE FUND **REVENUES**

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Total Proposed Budget	% Change 2020-2019
REVENUE SOURCE									
Intergovernmental Revenue									
301.333.015.91	INDIRECT FEDERAL - DEPT INTERIOR / RCO	-		500,000	500,000	-		-	-100.0%
301.334.000.10	STATE GRANT - CAPITAL BUDGET	-		250,000	250,000	-		-	-100.0%
301.334.002.70	STATE GRANT - RCO	-		850,000	850,000	-		-	-100.0%
Total Intergovernmental Revenues		**-**	**-**	**1,600,000**	**1,600,000**	**-**	**-**	**-**	-100.0%
Interest Earnings									
301.361.011.00	INTEREST EARNINGS	$ 40	$ 3,790	$ 3,780	$ 16,776	$ 8,400		$ 8,400	122.2%
Total Interest Earnings		**40**	**3,790**	**3,780**	**16,776**	**8,400**	**-**	**8,400**	122.2%
Miscellaneous Revenues									
301.367.011.76	DONATIONS FOR BALLFIELD	-	187,176	823,064	823,064	-		-	-100.0%
301.367.011.77	DONATIONS FOR PENNY PLAYGROUND	-	-	650,000	650,000			-	-100.0%
Total Miscellaneous Revenues		**-**	**187,176**	**1,473,064**	**1,473,064**	**-**	**-**	**-**	**-100.0%**
Other Financing Source:									
301.391.010.01	G.O. BOND ISSUE - PAR	-		900,000	894,000	-	-	-	-100.0%
Total Other Financing Source		**-**	**-**	**900,000**	**894,000**	**-**	**-**	**-**	**-100.0%**
Transfers In									
301.397.000.01	TRANSFER IN - FUND 001	-	150,000	284,000	284,000	-		-	-100.0%
301.397.000.02	TRANSFER IN - FUND 102	-		5,432	5,432	-		-	-100.0%
301.397.000.07	TRANSFER IN - FUND 107	-		182,000	182,000	-	-	-	-100.0%
301.397.000.35	TRANSFER IN - FUND 305	100,000	200,000	-	-	-		-	0.0%
301.397.000.36	TRANSFER IN - FUND 306	-	289,515	-	-	-		-	0.0%
Total Transfers In		**100,000**	**639,515**	**471,432**	**471,432**	**-**	**-**	**-**	**-100.0%**
TOTAL REVENUES		**$ 100,040**	**$ 830,481**	**$ 4,448,276**	**$ 4,455,272**	**$ 8,400**	**$ -**	**$ 8,400**	**-99.8%**
PLUS, BEGINNING CASH, JANUARY 1		**-**	**90,185**	**339,638**	339,638	**1,246,695**	**-**	**1,246,695**	**267.1%**
TOTAL REVENUE APPROPRIATION		**$ 100,040**	**$ 920,666**	**$ 4,787,914**	**$ 4,794,910**	**$ 1,255,095**	**$ -**	**$ 1,255,095**	**-73.8%**

FUND: **301 - PUBLIC FACILTIIES RESERVE FUND**
DEPARTMENT: 44 - PUBLIC FACILITIES

EXPENDITURES

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
EXPENDITURES									
Debt Service									
301.44.592.076.84.00	DEBT ISSUANCE COST	$ -	$ -	$ 19,000	$ 13,000	$ -		$ -	-100.0%
Total Debt Service		**-**	**-**	**19,000**	**13,000**	**-**	**-**	**-**	**-100.0%**
Capital Outlay									
301.44.594.022.62.00	BLDGS/STRUCTURES - FIRE STATION	$ -	$ 242,262	$ -	$ -	$ -	$ -	$ -	0.0%
301.44.594.072.62.00	BLDGS/STRUCTURES - LIBRARY	9,855	178,214	-	-	-	-	-	0.0%
301.44.594.076.63.00	OTHER IMPROVEMENTS - POOL	-	41,038	285,215	285,215	-	-	-	-100.0%
301.44.594.076.63.01	OTHER IMPROVEMENTS-REC PARK PROJE	-	119,514	4,161,393	3,250,000	-	911,393	911,393	-78.1%
Total Capital Outlay		**9,855**	**581,028**	**4,446,608**	**3,535,215**	**-**	**-**	**911,393**	**-79.5%**
TOTAL EXPENDITURES		**$ 9,855**	**$ 581,028**	**$ 4,465,608**	**$ 3,548,215**	**$ -**	**$ 911,393**	**$ 911,393**	**-79.6%**
PLUS, ENDING CASH, DECEMBER 31		**90,185**	**339,638**	**322,306**	**1,246,695**	**343,702**	**-**	**343,702**	**6.6%**
TOTAL APPROPRIATION		**$ 100,040**	**$ 920,666**	**$ 4,787,914**	**$ 4,794,910**	**$ 343,702**	**$ 911,393**	**$ 1,255,095**	**-73.8%**

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AUTOMOTIVE/EQUIPMENT RESERVE FUND
Automotive/Equip Reserve Fund 302 Auto/Equip. Reserve 45

Purpose

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

The goal is to review the City's financial position each year to determine if an additional allocation can be made to this account in 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.

2019 Accomplishments:

As 2018 finished more favorable than expected, the City was able to replenish the funds used in 2019 plus set aside an additional $100,000 from the General Fund to the Automotive/Equipment fund during the second 2019 budget amendment in July 2019. The estimated ending cash and investment balance at the end of 2019 is estimated at $227,968.

Significant Changes 2020

Unfortunately, the City is facing financial constraints again as it enters 2020, and the Council Budget Committee has recommended to move the $181,083 budget requested by the Police and Fire departments moved to this fund.

Police Department: Routinely, the Chehalis Police Department has purchased one new police vehicle per year, rotating out the oldest and highest mileage vehicles. The Police Department requests funding for $40,000 for one patrol car and $25,000 for one administrative car in 2020.

Fire Department: Funding for a 1-Ton pick-up to replace a 1999 Ford F-150 for Brush Patrol Unit was approved in 2019 to reduce the need to drive the larger, more costly fire engines designed for street use on undeveloped terrain, which could damage the vehicle. Purchase of this vehicle was postponed to 2020. 2020 budget request includes $40,000 for this vehicle, $45,306 for an electronic gurney, and $30,777 for Hurst tool.

AUTOMOTIVE EQUIPMENT RESERVE FUND
SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

Automotive Equipment Reserve Fund	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 Year-End Estimate	2020 Proposed Budget	Change 2020-2019	% Change 2020-2019
REVENUE SOURCE							
Interest Earnings	$ 2	$ 980	$ 230	$ 3,657	$ 3,640	$ 3,410	1482.6%
Transfers in		92,868	181,780	181,780	-	(181,780)	-100.0%
TOTAL REVENUES	**$ 2**	**$ 93,848**	**$ 182,010**	**$ 185,437**	**$ 3,640**	**$ (178,370)**	**-98.0%**
EXPENDITURES						-	
Capital Outlay	$ -	$ -	$ 81,780	$ 51,780	$ 181,083	$ 99,303	121.4%
TOTAL EXPENDITURES	**$ -**	**$ -**	**$ 81,780**	**$ 51,780**	**$ 181,083**	**$ 99,303**	**121.4%**
Increase (Decrease) in Fund Balance	**$ 2**	**$ 93,848**	**$ 100,230**	**$ 133,657**	**$ (177,443)**	**$ (277,673)**	-277.0%
Beginning Cash, January 1	461	463	94,311	94,311	227,968	133,657	141.7%
ENDING CASH, DECEMBER 31	**$ 463**	**$ 94,311**	**$ 194,541**	**$ 227,968**	**$ 50,525**	**$ (144,016)**	**-74.0%**

FUND: 302 - AUTOMOTIVE EQUIPMENT RESERVE FUND **REVENUES**

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Total Proposed Budget	% Change 2020-2019
REVENUE SOURCE									
Interest Earnings									
302.361.011.00	INTEREST EARNINGS	$ 2	$ 980	$ 230	$ 3,657	$ 3,640		$ 3,640	1482.6%
Total Interest Earnings		**2**	**980**	**230**	**3,657**	**3,640**	**-**	**3,640**	**1482.6%**
Transfers In									
302.397.000.01	TRANSFER IN - FUND 001	-	92,868	181,780	181,780	-	-	-	-100.0%
Total Transfers		**-**	**92,868**	**181,780**	**181,780**	**-**	**-**	**-**	**-100.0%**
TOTAL REVENUES		**$ 2**	**$ 93,848**	**$ 182,010**	**$ 185,437**	**$ 3,640**	**$ -**	**$ 3,640**	**-98.0%**
PLUS, BEGINNING CASH, JANUARY 1		**461**	**463**	**94,311**	94,311	**227,968**	**-**	**227,968**	**141.7%**
TOTAL REVENUE APPROPRIATION		**$ 463**	**$ 94,311**	**$ 276,321**	**$ 279,748**	**$ 231,608**	**$ -**	**$ 231,608**	**-16.2%**

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

EXPENDITURES

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
EXPENDITURES									
Capital Expenditures									
302.45.594.021.64.00	MACHINERY & EQUIPMENT - POLICE	-	-	39,780	39,780	-	65,000	65,000	63.4%
302.45.594.022.64.00	MACHINERY & EQUIPMENT - FIRE	-	-	30,000	-	-	116,083	116,083	286.9%
302.45.594.076.64.00	MACHINERY & EQUIP - PARK&FACILITY	-	-	12,000	12,000	-		-	-100.0%
Total Capital Expenditures		**-**	**-**	**81,780**	**51,780**	**-**	**181,083**	**181,083**	**121.4%**
TOTAL EXPENDITURES		**$ -**	**$ -**	**$ 81,780**	**$ 51,780**	**$ -**	**$ 181,083**	**$ 181,083**	**121.4%**
PLUS, ENDING CASH, DECEMBER 31		**463**	**94,311**	**194,541**	**227,968**	**50,525**	**-**	**50,525**	**-74.0%**
TOTAL APPROPRIATION		**$ 463**	**$ 94,311**	**$ 276,321**	**$ 279,748**	**$ 50,525**	**$ 181,083**	**$ 231,608**	**-16.2%**

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

Purpose

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

Significant Changes 2020:

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

The 2020 total budget for the First Quarter Percent REET fund is **$39,982.**

FIRST QUARTER PERCENT REET FUND
SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

First Quarter Percent REET Fund	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 Year-End Estimate	2020 Proposed Budget	Change 2020-2019	% Change 2020-2019
REVENUE SOURCE							
Other Taxes	$ 98,984	$ 127,677	$ 105,830	$ 104,586	$ 110,420	$ 4,590	4.3%
Interest Earnings	1,291	1,792	450	1,500	2,560	2,110	468.9%
TOTAL REVENUES	**$ 100,275**	**$ 129,469**	**$ 106,280**	**$ 106,086**	**$ 112,980**	**$ 6,700**	**6.3%**
EXPENDITURES						-	
Transfers Out	$ 141,566	$ 242,864	$ 40,821	$ 40,821	$ 39,982	$ (839)	-2.1%
TOTAL EXPENDITURES	**$ 141,566**	**$ 242,864**	**$ 40,821**	**$ 40,821**	**$ 39,982**	**$ (839)**	**-2.1%**
Increase (Decrease) in Fund Balance	**$ (41,291)**	**$ (113,395)**	**$ 65,459**	**$ 65,265**	**$ 72,998**	**$ 7,539**	11.5%
Beginning Cash, January 1	217,398	176,107	62,712	62,712	127,977	65,265	104.1%
ENDING CASH, DECEMBER 31	**$ 176,107**	**$ 62,712**	**$ 128,171**	**$ 127,977**	**$ 200,975**	**$ 72,804**	**56.8%**

FUND: 305 - FIRST QUARTER PERCENT REET FUND **REVENUES**

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Total Proposed Budget	% Change 2020-2019
REVENUE SOURCE									
Other Taxes									
305.318.034.00	REET 1 - 1ST QUARTER PERCENT	$ 98,984	$ 127,677	$ 105,830	$ 104,586	$ 110,420	$ -	$ 110,420	4.3%
Total Other Taxes		**98,984**	**127,677**	**105,830**	**104,586**	**110,420**	**-**	**110,420**	**4.3%**
Interest Earnings									
305.361.011.00	INTEREST EARNINGS	1,291	1,792	450	1,500	2,560	-	2,560	468.9%
Total Interest Earnings		**1,291**	**1,792**	**450**	**1,500**	**2,560**	**-**	**2,560**	**468.9%**
TOTAL REVENUES		**$ 100,275**	**$ 129,469**	**$ 106,280**	**$ 106,086**	**$ 112,980**	**$ -**	**$ 112,980**	**6.3%**
PLUS, BEGINNING CASH, JANUARY 1		**217,398**	**176,107**	**62,712**	**62,712**	**127,977**	**-**	**127,977**	**104.1%**
TOTAL REVENUE APPROPRIATION		**$ 317,673**	**$ 305,576**	**$ 168,992**	**$ 168,798**	**$ 240,957**	**$ -**	**$ 240,957**	**42.6%**

FUND: 305 - FIRST QUARTER PERCENT REET FUND
DEPARTMENT: 44 - PUBLIC FACILITIES

EXPENDITURES

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
EXPENDITURES									
Transfers Out									
305.44.597.000.05.20	TRANSFER OUT - FUND 200	41,566	42,864	40,821	40,821	39,982		39,982	-2.1%
305.44.597.000.05.31	TRANSFER OUT - FUND 301	100,000	200,000	-		-		-	0.0%
Total Transfers Out		**141,566**	**242,864**	**40,821**	**40,821**	**39,982**	**-**	**39,982**	**-2.1%**
TOTAL EXPENDITURES		**$ 141,566**	**$ 242,864**	**$ 40,821**	**$ 40,821**	**$ 39,982**	**$ -**	**$ 39,982**	**-2.1%**
PLUS, ENDING CASH, DECEMBER 31		**176,107**	**62,712**	**128,171**	**127,977**	**200,975**	**-**	**200,975**	**56.8%**
TOTAL APPROPRIATION		**$ 317,673**	**$ 305,576**	**$ 168,992**	**$ 168,798**	**$ 240,957**	**$ -**	**$ 240,957**	**42.6%**

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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 2020

While there are no significant changes proposed for 2020, a portion of the Second Quarter Percent REET proceeds is transferred out to fund a portion (34%) of the General Obligation Bond, consistent with previous budget practice.

The 2020 total budget for the Second Quarter Percent REET fund is **$33,156.**

SECOND QUARTER PERCENT REET FUND
SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

Second Quarter Percent REET Fund	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 Year-End Estimate	2020 Proposed Budget	Change 2020-2019	% Change 2020-2019
REVENUE SOURCE							
Other Taxes	$ 98,983	$ 127,677	$ 105,830	$ 104,586	$ 110,420	$ 4,590	4.3%
Interest Earnings	1,201	2,543	640	1,580	2,880	2,240	350.0%
TOTAL REVENUES	**$ 100,184**	**$ 130,220**	**$ 106,470**	**$ 106,166**	**$ 113,300**	**$ 6,830**	**6.4%**
EXPENDITURES						-	
Transfers Out	$ 32,659	$ 323,189	$ 33,851	$ 33,851	$ 33,156	$ (695)	-2.1%
TOTAL EXPENDITURES	**$ 32,659**	**$ 323,189**	**$ 33,851**	**$ 33,851**	**$ 33,156**	**$ (695)**	**-2.1%**
Increase (Decrease) in Fund Balance	**$ 67,525**	**$ (192,969)**	**$ 72,619**	**$ 72,315**	**$ 80,144**	**$ 7,525**	10.4%
Beginning Cash, January 1	197,213	264,738	71,769	71,769	144,084	72,315	100.8%
ENDING CASH, DECEMBER 31	**$ 264,738**	**$ 71,769**	**$ 144,388**	**$ 144,084**	**$ 224,228**	**$ 79,840**	**55.3%**

FUND: 306 - SECOND QUARTER PERCENT REET FUND **REVENUES**

Account Number	Account Title	2017 Actual	2018 Acttual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Total Proposed Budget	% Change 2020-2019
REVENUE SOURCE									
Taxes									
306.318.035.00	REET 2 - 2ND QUARTER PERCENT	$ 98,983	$ 127,677	$ 105,830	$ 104,586	$ 110,420		$ 110,420	4.3%
Total Taxes		**98,983**	**127,677**	**105,830**	**104,586**	**110,420**	**-**	**110,420**	**4.3%**
Miscellaneous Revenue									
306.361.011.00	INTEREST REVENUE	1,201	2,543	640	1,580	2,880		2,880	350.0%
Total Miscellaneous Revenue		**1,201**	**2,543**	**640**	**1,580**	**2,880**	**-**	**2,880**	**350.0%**
TOTAL REVENUES		**$ 100,184**	**$ 130,220**	**$ 106,470**	**$ 106,166**	**$ 113,300**	**$ -**	**$ 113,300**	**6.4%**
PLUS, BEGINNING CASH, JANUARY 1		**197,213**	**264,738**	**71,769**	**71,769**	**144,084**	**-**	**144,084**	**100.8%**
TOTAL REVENUE APPROPRIATION		**$ 297,397**	**$ 394,958**	**$ 178,239**	**$ 177,935**	**$ 257,384**	**$ -**	**$ 257,384**	**44.4%**

FUND: 306- SECOND QUARTER PERCENT REET FUND
DEPARTMENT: 44 - PUBLIC FACILTIIES

EXPENDITURES

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
EXPENDITURES									
Transfers Out									
306.44.597.000.05.20	TRANSFER OUT - FUND 200	$ 32,659	$ 33,674	$ 33,851	$ 33,851	$ 33,156		$ 33,156	-2.1%
306.44.597.000.05.31	TRANSFER OUT- FUND 301	-	289,515	-		-		-	0.0%
Total Transfers Out		**32,659**	**323,189**	**33,851**	**33,851**	**33,156**	**-**	**33,156**	**-2.1%**
TOTAL EXPENDITURES		**$ 32,659**	**$ 323,189**	**$ 33,851**	**$ 33,851**	**$ 33,156**	**$ -**	**$ 33,156**	**-2.1%**
PLUS, ENDING CASH, DECEMBER 31		**264,738**	**71,769**	**144,388**	**144,084**	**224,228**	**-**	**224,228**	**55.3%**
TOTAL APPROPRIATION		**$ 297,397**	**$ 394,958**	**$ 178,239**	**$ 177,935**	**$ 257,384**	**$ -**	**$ 257,384**	**44.4%**

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PROPRIETARY FUND TYPES

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

ENTERPRISE FUNDS

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

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

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

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

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

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

Significant Changes 2020:

No changes are planned for 2020.

GARBAGE FUND
SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

Garbage Fund	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 Year-End Estimate	2020 Proposed Budget	Change 2018-2019	% Change 2020-2019
REVENUE SOURCE							
Charges for Services	$ 6,100	$ 6,409	$ 6,500	$ 6,300	$ 6,270	$ (230)	-3.5%
Interest Earnings	41	133	25	200	170	145	580.0%
Miscellaneous Revenue	-	-	-	-	-	-	0.0%
Agency Deposits	220	231	220	300	290	70	31.8%
TOTAL REVENUES	**$ 6,361**	**$ 6,773**	**$ 6,745**	**$ 6,800**	**$ 6,730**	**$ (15)**	**-0.2%**
EXPENDITURES						-	
Services	$ 6,790	$ 5,860	$ 7,000	$ 6,060	$ 6,390	$ (610)	-8.7%
Agency Disbursements	220	231	252	230	220	(32)	-12.7%
TOTAL EXPENDITURES	**$ 7,010**	**$ 6,091**	**$ 7,252**	**$ 6,290**	**$ 6,610**	**$ (642)**	**-8.9%**
Increase (Decrease) in Fund Balance	**$ (649)**	**$ 682**	**$ (507)**	**$ 510**	**$ 120**	**$ 627**	**-123.7%**
Beginning Cash, January 1	7,673	7,024	7,706	7,706	8,216	510	6.6%
ENDING CASH, DECEMBER 31	**$ 7,024**	**$ 7,706**	**$ 7,199**	**$ 8,216**	**$ 8,336**	**$ 1,137**	**15.8%**

FUND: 402 - GARBAGE FUND **REVENUES**

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Total Proposed Budget	% Change 2020-2019
REVENUE SOURCE									
Charges for Services									
402.343.070.00	GARBAGE/SOLID WASTE SERVICES	$ -		$ -	$ -	$ -		$ -	0.0%
402.343.070.31	ORGANIC DUMP PASS	6,100	6,409	6,500	6,300	6,270		6,270	-3.5%
Total Charges for Services		**6,100**	**6,409**	**6,500**	**6,300**	**6,270**	**-**	**6,270**	**-3.5%**
Interest Earnings									
402.361.011.00	INTEREST EARNINGS	41	133	25	200	170		170	580.0%
Total Interest Earnings		**41**	**133**	**25**	**200**	**170**	**-**	**170**	**580.0%**
Misc. Other Revenues									
402.369.091.00	MISCELLANEOUS INCOME	-		-	-	-		-	0.0%
Total Misc. Other Revenues		**-**	**-**	**-**	**-**	**-**	**-**	**-**	**0.0%**
Agency Deposits:									
402.389.030.04	DUE TO STATE - SALES TAX	220	231	220	300	290		290	31.8%
Total Agency Deposits:		**220**	**231**	**220**	**300**	**290**	**-**	**290**	**31.8%**
TOTAL REVENUES		**$ 6,361**	**$ 6,773**	**$ 6,745**	**$ 6,800**	**$ 6,730**	**$ -**	**$ 6,730**	-0.2%
PLUS, BEGINNING CASH, JANUARY 1		**7,673**	**7,024**	**7,706**	7,706	**8,216**	**-**	**8,216**	**6.6%**
TOTAL REVENUE APPROPRIATION		**$ 14,034**	**$ 13,797**	**$ 14,451**	**$ 14,506**	**$ 14,946**	**$ -**	**$ 14,946**	**3.4%**

FUND: **402 - GARBAGE FUND**
DEPARTMENT: 12 - GARBAGE

EXPENDITURES

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recuring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
EXPENDITURES									
Administration									
402.12.537.070.47.01	UTIL SERV-YARD WASTES	$ 6,790	$ 5,860	$ 7,000	$ 6,060	$ 6,390		$ 6,390	-8.7%
Total Administration		**6,790**	**5,860**	**7,000**	**6,060**	**6,390**	**-**	**6,390**	**-8.7%**
Custodial Activity									
402.12.589.030.00.04	DUE TO STATE - SALES TAX	220	231	252	230	220		220	-12.7%
Total Custodial Activity		**220**	**231**	**252**	**230**	**220**	**-**	**220**	**-12.7%**
TOTAL EXPENDITURES		**$ 7,010**	**$ 6,091**	**$ 7,252**	**$ 6,290**	**$ 6,610**	**$ -**	**$ 6,610**	**-8.9%**
PLUS, ENDING CASH, DECEMBER 31		**7,024**	**7,706**	**7,199**	**8,216**	**8,336**	**-**	**8,336**	**15.8%**
TOTAL APPROPRIATION		**$ 14,034**	**$ 13,797**	**$ 14,451**	**$ 14,506**	**$ 14,946**	**$ -**	**$ 14,946**	**3.4%**

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WASTEWATER
Wastewater Fund 404 Public Works Wastewater Divisions

Employees:

Department / Classification	2017 Actual	2018 Actual	2019 Amended Budget	2020 Proposed Budget	2020 Changes from 2019
PUBLIC WORKS - WASTEWATER					
Public Works Director	0.20	0.20	0.20	0.20	0.00
Public Works Office Manager	0.25	0.20	0.20	0.20	0.00
Administrative Assistant-PT 0.5 FTE (unfilled)	0.00	0.00	0.50	0.00	-0.50
Wastewater Superintendent	1.00	1.00	1.00	1.00	0.00
Community Development Director/Engineer	0.00	0.10	0.20	0.00	-0.20
Planning and Building Manager	0.00	0.00	0.10	0.10	0.00
Engineering Tech. III	0.43	0.42	0.46	0.43	-0.03
Engineering Tech II	0.00	0.00	0.46	0.43	-0.03
Maintenance Tech - Electrical	1.00	1.00	1.00	1.00	0.00
Lead Wastewater Treatment Plant Operator	1.00	1.00	1.00	1.00	0.00
WW Treatment Operator	3.00	3.00	3.00	3.00	0.00
Wastewater Laboratory Tech. II	1.00	1.00	1.00	1.00	0.00
Wastewater Laboratory Assistant 0.5 FTE (unfilled)	0.00	0.00	0.00	0.00	0.00
Storm/Wastewater Collection Specialist	2.00	2.00	2.00	2.00	0.00
Poplar Tree Plantation Worker/Utility Worker 1	1.00	1.00	1.00	**0.50**	-0.50
Poplar Tree Plantation Worker/Utility Worker II	0.50	0.50	0.50	1.00	0.50
Property Maintenance Aide (Seasonal)	0.92	0.92	0.92	1.22	0.30
Wastewater Operator In-Training	0.00	0.00	0.00	1.00	1.00
Total Wastewater Employees (FTE)	**12.30**	**12.34**	**13.54**	**14.08**	**0.54**

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.

2019 Accomplishments:

- Completed replacement of belt filter press camber zone to minimize belt wear (dewatering of raw sludge)
- Replaced four 12” isolation valves and rebuilt 4 check valves for Sequencing Batch Reactor (SBR) blowers to prevent air leakage into the SBRs (Secondary treatment process)
- Completed design of Waste Active Sludge (WAS) Piping Modification Project to enhance wasting efficiency & maximize holding tank capacity.

- Initiated construction of Riverside Force Main Replacement Project to increase capacity and minimize sewer leak potential
- Replaced sand filter turbidimeters and SBR single board computer to improve process reliability
- Jetted over 8,000 ft. of sewer line to maintain collection system flow and capacity
- Began cross-training of various staff to increase staffing flexibility and provide adequate coverage when short-handed

2020 Goals and Objectives:

- Complete biannual outfall inspection
- Continue efforts to achieve 100% permit compliance
- Complete Waste Piping Modification Project (required as part of legal settlement)

Significant Changes 2020:

- $75,000 for WAS Piping Modification Project construction
- $2,000 for pressure washer
- $8,000 for biosolids bldg. HVAC modification
- $52,500 carried over for WW share of new utility billing software
- Minor increases in some chemical costs
- $90,000 for new Operator-In-Training position (+ 1.0 FTE)
- No funding for PT administrative assistant (- 0.5 FTE)

WASTEWATER FUND

SUMMARY BY REVENUE AND EXPENDITURE CATETORY

Wastewater Fund	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 Year-End Estimate	2020 Proposed Budget	Change 2020-2019	% Change 2020-2019
REVENUE SOURCE							
Grants	$ 590,043	$ 25,918	$ -	$ -	$ -	$ -	0.0%
Charges for Services	4,937,846	4,988,977	5,068,094	5,028,292	5,056,865	(11,229)	-0.2%
Hookup/Connection Fees	234,825	48,480	48,400	40,450	107,920	59,520	123.0%
Capacity Charge	277,378	277,378	277,378	277,378	277,380	2	
Fines/Forfeiture	49,150	50,528	42,910	51,680	50,450	7,540	17.6%
Interest Earnings	27,076	73,385	29,130	119,380	82,250	53,120	182.4%
Rents & Leases	3,545	3,545	4,140	3,545	3,550	(590)	-14.3%
Misc. Other Revenues	1,334	1,984	1,550	1,300	1,540	(10)	-0.6%
Proceeds from Sale of Assets	-	-	-		-	-	0.0%
Agency Deposits	563	618	660	820	440	(220)	-33.3%
Other Financing Source	287,924	-	-	-	-	-	0.0%
TOTAL REVENUES	**$ 6,409,684**	**$ 5,470,813**	**$ 5,472,262**	**$ 5,522,845**	**$ 5,580,395**	**$ 108,133**	**2.0%**
EXPENDITURES							
Salaries & Wages	$ 676,112	$ 724,038	$ 871,955	$ 872,131	$ 941,533	$ 69,578	8.0%
Benefits	355,756	384,283	418,746	418,767	459,234	40,488	9.7%
Supplies	326,241	416,514	449,626	428,398	415,792	(33,834)	-7.5%
Services	1,393,137	1,195,394	1,100,367	1,036,989	1,043,296	(57,071)	-5.2%
Capital Outlay	976,384	293,015	890,294	925,516	100,833	(789,461)	-88.7%
Interfund Loan	-	-	-	-	-	-	0.0%
Debt Service	1,868,286	1,895,658	1,880,055	1,880,055	1,880,055	-	0.0%
Interfund Service	293,075	282,550	283,820	283,820	283,820	-	0.0%
Transfers Out	-	-	-	-	-	-	0.0%
TOTAL EXPENDITURES	**$ 5,888,991**	**$ 5,191,452**	**$ 5,894,863**	**$ 5,845,676**	**$ 5,124,563**	**$ (770,300)**	**-13.1%**
Increase (Decrease) in Fund Balance	**$ 520,693**	**$ 279,361**	**$ (422,601)**	**$ (322,831)**	**$ 455,832**	**$ 878,433**	**-207.9%**
Beginning Cash, January 1	4,312,826	4,833,519	5,112,880	5,112,880	4,790,049	(322,831)	-6.3%
ENDING CASH, DECEMBER 31	**$ 4,833,519**	**$ 5,112,880**	**$ 4,690,279**	**$ 4,790,049**	**$ 5,245,881**	**$ 555,602**	**11.8%**

FUND: 404 - WASTEWATER FUND **REVENUES**

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
REVENUE SOURCE									
Intergovernmental Revenues									
404.333.097.03	FEMA DISASTER GRANT-07 FLOOD	$ -	$ 12,870	$ -	$ -	$ -		$ -	0.0%
404.334.001.83	DEPT OF MILITARY/07 FEMA FLOOD	-	2,145	-	-	-		-	0.0%
404.334.003.10	STATE GRANT - DEPT OF ECOLOGY	290,018	10,903	-	-	-		-	0.0%
404.334.003.11	STATE GRANT - DOE FORGIVABLE	286,613		-	-	-	-	-	0.0%
404.337.000.52	COAL CREEK EXTENSION	13,412		-	-	-	-	-	0.0%
Total Intergovernmental Revenues		**590,043**	**25,918**	**-**	**-**	**-**	**-**	**-**	**0.0%**
Charges for Goods and Services									
404.343.050.21	RESIDENTIAL	2,283,123	2,318,777	2,325,617	2,324,685	2,308,860	-	2,308,860	-0.7%
404.343.050.22	COMMERCIAL	2,258,925	2,248,718	2,325,142	2,278,697	2,262,110	-	2,262,110	-2.7%
404.343.050.23	INTER-DEPARTMENT	-	-	-	-	65,165		65,165	0.0%
404.343.050.30	UTILITY HOOK UP/CONNECTION	234,825	48,480	48,400	40,450	107,920	-	107,920	123.0%
404.343.050.49	CHARGES TO PUBLIC AGENCIES	230,652	230,652	230,655	230,650	230,650	-	230,650	0.0%
404.343.050.50	DISCHARGE FEES	155,000	175,000	175,000	175,000	175,000	-	175,000	0.0%
404.343.050.70	WTP LOAN PRINCIPAL-SRFL #3 REIMB	277,378	277,378	277,378	277,378	277,380	-	277,380	0.0%
404.343.050.96	OTHER A/R-BAL SEWER INSTALL CHARGES	7,737	4,757	3,810	9,590	7,360	-	7,360	93.2%
404.343.050.99	OTHER FEES & CHARGES (LCSD#4)	2,409	11,073	7,870	9,670	7,720	-	7,720	-1.9%
Total Charges for Goods & Services		**5,450,049**	**5,314,835**	**5,393,872**	**5,346,120**	**5,442,165**	**-**	**5,442,165**	**0.9%**
Fines/Forfeiture									
404.359.000.00	LATE PAYMENT FEES	49,150	50,528	42,910	51,680	50,450	-	50,450	17.6%
Total Fines/Forfeiture		**49,150**	**50,528**	**42,910**	**51,680**	**50,450**	**-**	**50,450**	**17.6%**
Interest Earnings									
404.361.011.00	INTEREST EARNINGS	27,076	73,385	29,130	119,380	82,250	-	82,250	182.4%
Total Interest Earnings		**27,076**	**73,385**	**29,130**	**119,380**	**82,250**	**-**	**82,250**	**182.4%**
Rents & Leases									
404.362.050.01	LONG TERM RENTAL INCOME	3,545	3,545	4,140	3,545	3,550	-	3,550	-14.3%
Total Rents and Leases		**3,545**	**3,545**	**4,140**	**3,545**	**3,550**	**-**	**3,550**	**-14.3%**
Misc. Other Revenues									
404.369.010.00	SALE OF SCRAP & JUNK	-	-	-	-	-	-	-	0.0%
404.369.010.01	SALE OF SCRAP & JUNK - BIOSOLIDS	1,334	1,984	1,550	1,300	1,540	-	1,540	-0.6%
404.388.080.00	PRIOR YEAR CORRECTIONS	-	-	-	-	-	-	-	0.0%
Total Misc Other Revenues		**1,334**	**1,984**	**1,550**	**1,300**	**1,540**	**-**	**1,540**	**-0.6%**
Proceeds from Sale of Assets									
404.395.010.00	PROCEEDS FROM SALES OF CAP ASSETS	-		-	-	-	-	-	0.0%
Total Proceeds from Sale of Assets		**-**	**-**	**-**	**-**	**-**	**-**	**-**	**0.0%**
Agency Deposits									
404.389.030.04	DUE TO STATE - SALES TAX	108	163	130	40	-	-	-	-100.0%
404.389.030.06	LEASEHOLD EXCISE TAX LIABILITY	455	455	530	780	440	-	440	-17.0%
Total Agency Deposits		**563**	**618**	**660**	**820**	**440**	**-**	**440**	**-33.3%**
Other Financing Source									
404.391.080.01	SRF LOAN - I & I	287,924		-	-	-	-	-	0.0%
404.391.080.02	SRF LOAN - I & I - FORGIVABLE	-		-	-	-	-	-	0.0%
404.391.080.03	SRF LOAN - COAL CREEK EXTENSION	-		-	-	-	-	-	0.0%
404.391.080.04	SRF LOAN - COAL CRK EXT - FORGIVABLE	-		-	-	-	-	-	0.0%
Total Other Financing Source		**287,924**	**-**	**-**	**-**	**-**	**-**	**-**	**0.0%**
TOTAL REVENUES		**$ 6,409,684**	**$ 5,470,813**	**$ 5,472,262**	**$ 5,522,845**	**$ 5,580,395**	**$ -**	**$ 5,580,395**	**2.0%**
PLUS, BEGINNING CASH, JANUARY 1		**4,312,826**	**4,822,519**	**5,112,880**	**5,112,880**	**4,790,049**	**-**	**4,790,049**	**-6.3%**
TOTAL REVENUE APPROPRIATION		**$ 10,722,510**	**$ 10,293,332**	**$ 10,585,142**	**$ 10,635,725**	**$ 10,370,444**	**$ -**	**$ 10,370,444**	**-2.0%**

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

EXPENDITURES

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-time	2020 Proposed Budget	% Change 2020-2019
EXPENDITURES									
PW - Wastewater Administration (11)									
Administration (535.010)									
404.11.535.010.11.00	SALARIES AND WAGES	$ 100,630	$ 122,406	$ 189,178	$ 189,178	$ 164,445		$ 164,445	-13.1%
404.11.535.010.11.02	SALARIES AND WAGES - ADMIN SUPPORT	13,719	11,315	11,544	11,544	11,544		11,544	0.0%
404.11.535.010.21.00	PERSONNEL BENEFITS	40,620	50,003	63,874	63,874	55,222		55,222	-13.5%
404.11.535.010.21.02	PERSONNEL BENEFITS -ADMIN SUPPORT	7,860	6,460	6,803	6,803	6,748		6,748	-0.8%
404.11.535.010.31.00	OFFICE & OPERATING SUPPLIES	1,165	1,023	1,500	1,500	1,500		1,500	0.0%
404.11.535.010.32.00	FUEL CONSUMED	739	941	600	600	600		600	0.0%
404.11.535.010.35.00	SMALL TOOLS & MINOR EQUIPMENT	1,215	1,356	2,500	2,500	2,500		2,500	0.0%
404.11.535.010.41.00	PROFESSIONAL SERVICES	555	1,701	46,300	46,300	6,300		6,300	-86.4%
404.11.535.010.42.00	COMMUNICATIONS	4,367	1,628	3,000	3,000	3,080		3,080	2.7%
404.11.535.010.43.00	TRAVEL/HOTEL/PER DIEMS	-	-	1,000	1,000	1,508		1,508	50.8%
404.11.535.010.44.00	ADVERTISING	-	170	-	1,117	-		-	0.0%
404.11.535.010.46.00	INSURANCE	95,419	90,213	101,145	101,145	105,645		105,645	4.4%
404.11.535.010.47.00	PUBLIC UTILITY SERVICE	2,456	3,212	2,750	2,750	2,750		2,750	0.0%
404.11.535.010.47.03	PUBLIC UTILITY SERVICE - CITY	-	-	-	-	2,340		2,340	0.0%
404.11.535.010.48.00	REPAIR & MAINT- FACILITIES	711	1,109	1,200	1,200	-		-	-100.0%
404.11.535.010.48.01	REPAIR & MAINT - EQUIPMENT	-		-	319	400		400	0.0%
404.11.535.010.48.02	REPAIR & MAINT - IT SOFTWARE/HARDWARE	-		-	25	800		800	0.0%
404.11.535.010.49.00	MISCELLANEOUS	185	63	900	900	900		900	0.0%
404.11.535.010.49.01	REGISTRATION	-		-		360		360	0.0%
404.11.535.010.40.15	INTERGOVT PROF SVCS - LEWIS COUNTY	2,025	-	-		-		-	0.0%
404.11.535.010.40.03	EXTERNAL TAXES & OPER ASSESS	108,190	107,415	106,500	106,500	106,500		106,500	0.0%
404.11.535.010.40.10	UT TAXES & OPER ASSESSMT - GF	321,521	299,700	304,086	304,086	329,650		329,650	8.4%
Total Administration (535.010)		**701,377**	**698,715**	**842,880**	**844,341**	**802,792**	**-**	**802,792**	-4.8%
Engineering Services (535.020)									
404.11.535.020.11.00	SALARIES AND WAGES	30,225	29,127	32,419	32,419	52,632		52,632	62.3%
404.11.535.020.21.00	PERSONNEL BENEFITS	16,866	17,110	19,728	19,728	34,485		34,485	74.8%
404.11.535.020.24.00	UNIFORMS & CLOTHING	79	123	302	302	282		282	-6.6%
404.11.535.020.31.00	OFFICE & OPERATING SUPPLIES	475	384	1,886	1,886	1,763		1,763	-6.5%
404.11.535.020.32.00	FUEL CONSUMED	494	485	1,288	1,288	1,849		1,849	43.6%
404.11.535.020.35.00	SMALL TOOLS & MINOR EQUIPMENT	-	817	9,752	9,752	2,580		2,580	-73.5%
404.11.535.020.41.00	PROFESSIONAL SERVICES	374	333	1,381	1,381	1,290		1,290	-6.6%
404.11.535.020.42.00	COMMUNICATIONS	-	-	92	92	387		387	320.7%
404.11.535.020.43.00	TRAVEL/HOTEL/PER DIEMS	-	-	368	368	1,140		1,140	209.8%
404.11.535.020.44.00	ADVERTISING	102	45	552	552	516		516	-6.5%
404.11.535.020.46.00	INSURANCE	411	406	1,266	2,091	2,190		2,190	73.0%
404.11.535.020.48.00	REPAIR & MAINT- FACILITIES	-	51	-		-		-	0.0%
404.11.535.020.48.01	REPAIR & MAINT - EQUIPMENT	-	-	736	736	430		430	-41.6%
404.11.535.020.48.02	REPAIR & MAINT - IT SOFTWARE/HARDWARE	-	-	368	368	602		602	63.6%
404.11.535.020.49.00	MISCELLANEOUS	1,492	1,509	-		-		-	0.0%
404.11.535.020.49.01	REGISTRATION	-	-	920	920	860		860	-6.5%
404.11.535.020.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	-	-	7,498	7,498	7,203		7,203	-3.9%
404.11.594.048.71.00	CAPITAL LEASES - PRINCIPAL	-	-	-	-	2,269		2,269	0.0%
404.11.594.048.81.00	CAPTIAL LEASES - INTEREST	-	-	-	-	629		629	0.0%
Total Engineering Services (535.020)		**50,518**	**50,390**	**78,556**	**79,381**	**111,107**	**-**	**111,107**	**41.4%**
Maintenance (535.050)									
404.11.535.050.11.00	SALARIES AND WAGES	1,006	636	-				-	0.0%
404.11.535.050.11.06	SALARIES AND WAGES - VEH MC	15,364	13,000	25,000	25,000	25,000		25,000	0.0%
404.11.535.050.12.00	OVERTIME	-	325	-	84	-		-	0.0%
404.11.535.050.12.06	OVERTIME - VEH MC	81	370	-		-		-	0.0%
404.11.535.050.21.00	PERSONNEL BENEFITS	475	239	-	21	-		-	0.0%
404.11.535.050.21.06	PERSONNEL BENEFITS - VEH MC	4,965	3,354	11,750	11,750	11,750		11,750	0.0%
404.11.535.050.41.00	PROFESSIONAL SERVICES	679	-	-		-		-	0.0%
Total Maintenance (535.050)		**22,570**	**17,924**	**36,750**	**36,855**	**36,750**	**-**	**36,750**	**0.0%**
Operations (535.080)									
404.11.535.080.31.00	OFFICE & OPERATING SUPPLIES	-	-	-	17	-		-	0.0%
404.11.535.080.41.00	PROFESSIONAL SERVICES	34,705	54	-	305				
404.11.535.080.42.00	COMMUNICATIONS	155	104	-	69	-		-	0.0%
404.11.535.080.44.00	ADVERTISING	129	64	-	-	-		-	0.0%
Total Operations (535.080)		**34,989**	**222**	**-**	**391**	**-**	**-**	**-**	**0.0%**
Contra Expenditure Offsets (General Fund)									
404.11.535.091.1A.00	WAGE CONTRA OFFSETS	91,727	89,677	91,340	91,340	91,340		91,340	0.0%
404.11.535.091.2A.00	BENEFIT CONTRA OFFSETS	50,523	49,348	50,100	50,100	50,100		50,100	0.0%
404.11.535.091.3A.00	SUPPLIES CONTRA OFFSETS	3,091	1,617	1,550	1,550	1,550		1,550	0.0%
404.11.535.091.4A.00	SERVICES CONTRA OFFSETS	41,009	36,835	32,990	32,990	32,990		32,990	0.0%
Total Contra Expenditures Offsets (General Fund)		**186,350**	**177,477**	**175,980**	**175,980**	**175,980**	**-**	**175,980**	**0.0%**
Contra Expense Offsets (Water Fund)									

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

EXPENDITURES

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-time	2020 Proposed Budget	% Change 2020-2019
404.11.535.099.1A.00	WAGE CONTRA OFFSETS	48,959	52,568	52,300	52,300	52,300		52,300	0.0%
404.11.535.099.2A.00	BENEFIT CONTRA OFFSETS	32,292	35,556	35,390	35,390	35,390		35,390	0.0%
404.11.535.099.3A.00	SUPPLIES CONTRA OFFSETS	13,151	4,503	6,310	6,310	6,310		6,310	0.0%
404.11.535.099.4A.00	SERVICES CONTRA OFFSETS	12,323	12,446	13,840	13,840	13,840		13,840	0.0%
Total Contra Expenditures Offsets (Water Fund)		**106,725**	**105,073**	**107,840**	**107,840**	**107,840**	**-**	**107,840**	**0.0%**
Due to State									
404.11.589.030.00.04	DUE TO STATE - SALES TAX	108	163	100	100	100		100	0.0%
404.11.589.030.00.06	LEASEHOLD EXCISE TAX LIABILITY	455	455	500	500	500		500	0.0%
Total Due to State		**563**	**618**	**600**	**600**	**600**	**-**	**600**	**0.0%**
Debt Service Principal									
404.11.591.035.72.00	PTP LOAN PRINCIPAL - SRFL #1	149,391	151,647	153,938	153,938	156,262		156,262	1.5%
404.11.591.035.72.11	WTP LOAN PRINCIPAL SRFL#3A	1,630,623	1,630,623	1,630,623	1,630,623	1,630,623		1,630,623	0.0%
404.11.591.035.72.12	WTP LOAN PRINCIPAL SRFL #3B	39,546	39,546	39,546	39,546	39,546		39,546	0.0%
404.11.591.035.72.13	WTP LOAN PRINCIPAL - SRFL #2	17,767	18,035	18,308	18,308	18,585		18,585	1.5%
404.11.591.035.78.00	DOE - I & I LOAN	8,308	15,014	15,378	15,378	15,752		15,752	2.4%
404.11.591.035.78.04	DOE - LOAN PRINCIPAL - COAL CREEK	-	15,000	-	-	-		-	0.0%
404.11.594.048.71.00	CAPITAL LEASES - PRINCIPAL	-	-	-		-		-	0.0%
Total Debt Service Principal		**1,845,635**	**1,869,865**	**1,857,793**	**1,857,793**	**1,860,768**	**-**	**1,860,768**	**0.2%**
Debt Service Interest									
404.11.592.035.83.00	INT ON LONG TERM EXTERNAL DEBT	3,460	8,521	8,157	8,157	7,784		7,784	-4.6%
404.11.592.035.83.04	DOE - LOAN INTEREST - COAL CREEK	-	665	-		-		-	0.0%
404.11.592.035.83.10	INT ON LONG TERM EXTERNAL DEBT	17,150	14,894	12,604	12,604	10,278		10,278	-18.5%
404.11.592.035.89.00	INVESTMENT SERVICE FEES	149	90	150	150	150		150	0.0%
404.11.592.C35.83.00	SRF LT LOAN INTEREST	1,892	1,623	1,351	1,351	1,075		1,075	-20.4%
404.11.594.048.81.00	CAPITAL LEASES - INTEREST	-		-	-	-		-	0.0%
Total Debt Service Interest		**22,651**	**25,793**	**22,262**	**22,262**	**19,287**	**-**	**19,287**	**-13.4%**
Capital Outlays									
404.11.594.035.41.00	PROFESSIONAL SERVICES	47,462	-	73,526	73,526			-	-100.0%
404.11.594.035.44.00	ADVERTISING	-	-	-		-		-	0.0%
404.11.594.035.62.00	BUILDINGS AND STRUCTURES	-	16,509	-	590	-		-	0.0%
404.11.594.035.64.00	MACHINERY & EQUIPMENT	64,127	-	103,900	51,400	-	22,935	22,935	-77.9%
404.11.594.035.65.00	CONSTRUCTION PROJECTS	864,795	276,506	712,868	800,000	-	75,000	75,000	-89.5%
Total Capital Outlays		**976,384**	**293,015**	**890,294**	**925,516**	**-**	**97,935**	**97,935**	**-89.0%**
Total PW Wastewater Administration (11)		**3,947,762**	**3,239,092**	**4,012,955**	**4,050,959**	**3,115,124**	**97,935**	**3,213,059**	**-19.9%**
Wastewater Treatment Plant (WWTP) (16)									
WWTP - Training									
404.16.535.040.43.00	TRAVEL/HOTEL/PER DIEMS	570	766	-	15	-		-	0.0%
404.16.535.040.49.00	MISCELLANEOUS	833	1,507	-		-		-	0.0%
Total WWTP - Training		**1,403**	**2,273**	**-**	**15**	**-**	**-**	**-**	**0.0%**
WWTP Maintenance									
404.16.535.050.31.00	OFFICE & OPERATING SUPPLIES	59,699	113,887	102,000	102,000	82,000		82,000	-19.6%
404.16.535.050.32.00	FUEL CONSUMED	-	-	2,000	2,000	-		-	-100.0%
404.16.535.050.35.00	SMALL TOOLS & MINOR EQUIPMENT	-	236	-		2,000		2,000	0.0%
404.16.535.050.45.00	RENTALS	707	3,576	600	600	600		600	0.0%
404.16.535.050.48.00	REPAIR & MAINT- FACILITIES	56,505	49,665	11,000	2,000	-		-	-100.0%
404.16.535.050.48.01	REPAIR & MAINT - EQUIPMENT	-	-	31,300	31,300	20,700	8,000	28,700	-8.3%
404.16.535.050.48.02	REPAIR & MAINT - IT SOFTWARE/HARDWARE	-	931	27,050	27,050	29,500		29,500	9.1%
Total WWTP Maintenance		**116,911**	**168,295**	**173,950**	**164,950**	**134,800**	**8,000**	**142,800**	**-17.9%**
WWTP Operations									
404.16.535.080.11.00	SALARIES AND WAGES	288,473	325,879	319,520	319,520	389,928	-	389,928	22.0%
404.16.535.080.11.05	SALARIES AND WAGES	8,579	8,237	10,374	10,374	10,374		10,374	0.0%
404.16.535.080.11.07	SALARIES AND WAGES	-	-	11,425	11,425	11,425		11,425	0.0%
404.16.535.080.12.00	OVERTIME	8,286	9,658	9,000	9,000	9,000		9,000	0.0%
404.16.535.080.21.00	PERSONNEL BENEFITS	165,632	185,037	185,696	185,696	210,203		210,203	13.2%
404.16.535.080.21.05	PART TIME PERSONNEL BENEFITS	1,758	1,548	1,844	1,844	1,844		1,844	0.0%
404.16.535.080.24.00	UNIFORMS & CLOTHING	1,761	1,127	3,000	3,000	3,000		3,000	0.0%
404.16.535.080.31.00	OFFICE & OPERATING SUPPLIES	209,159	236,531	219,900	219,900	244,100		244,100	11.0%
404.16.535.080.32.00	FUEL CONSUMED	2,291	2,290	6,000	2,000	6,000		6,000	0.0%
404.16.535.080.35.00	SMALL TOOLS & MINOR EQUIPMENT	19,575	9,783	15,800	15,800	4,000	2,000	6,000	-62.0%
404.16.535.080.41.00	PROFESSIONAL SERVICES	98,328	193,533	97,000	97,000	45,000		45,000	-53.6%
404.16.535.080.42.00	COMMUNICATIONS	18,241	18,526	17,000	17,000	17,000		17,000	0.0%
404.16.535.080.43.00	TRAVEL/HOTEL/PER DIEMS	-	-	6,300	2,000	6,300		6,300	0.0%
404.16.535.080.44.00	ADVERTISING	2,591	-	-		-		-	0.0%
404.16.535.080.45.00	RENTALS	523	1,005	-	157	-		-	0.0%
404.16.535.080.47.00	PUBLIC UTILITY SERVICE	177,481	172,527	180,000	150,000	180,000		180,000	0.0%
404.16.535.080.47.03	PUBLIC UTILITY SERVICE - CITY	-	-	-	-	13,840		13,840	0.0%
404.16.535.080.48.00	REPAIR & MAINT- FACILITIES	8,113	8,464	-	479	-		-	0.0%

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

EXPENDITURES

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-time	2020 Proposed Budget	% Change 2020-2019
404.16.535.080.48.01	REPAIR & MAINT - EQUIPMENT	-	-	-	97	-		-	0.0%
404.16.535.080.48.02	REPAIR & MAINT - IT SOFTWARE/HARDWARE	-	-	-	1,380	-		-	0.0%
404.16.535.080.49.00	MISCELLANEOUS	28,031	27,047	-	2,163	-		-	0.0%
404.16.535.080.49.01	REGISTRATION	-	-	8,900	8,900	8,900		8,900	0.0%
404.16.535.080.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	-	-	-	2,428	1,250		1,250	0.0%
404.16.535.080.49.04	GOVT PERMIT/CERTIFICATION/RECORDING FEE	-	-	17,000	13,000	17,950		17,950	5.6%
Total WWTP Operations		**1,038,822**	**1,201,192**	**1,108,759**	**1,073,163**	**1,180,114**	**2,000**	**1,182,114**	**6.6%**
Total Wastewater Treatment Plant (WWTP) (16)		**1,157,136**	**1,371,760**	**1,282,709**	**1,238,128**	**1,314,914**	**10,000**	**1,324,914**	**3.3%**
Wastewater Collection (17)									
WW Collections Training									
404.17.535.040.49.00	MISCELLANEOUS	62	65	-		-		-	0.0%
Total Collections Training		**62**	**65**	**-**	**-**	**-**	**-**	**-**	**0.0%**
Collections Maintenance									
404.17.535.050.31.00	OFFICE & OPERATING SUPPLIES	14,724	27,393	43,600	25,000	28,600		28,600	-34.4%
404.17.535.050.34.00	ITEMS PURCH'D FOR INV & RESALE	-	1,175	2,000	2,000	2,000		2,000	0.0%
404.17.535.050.35.00	SMALL TOOLS & MINOR EQUIPMENT	-	828	5,000	5,000	2,000		2,000	-60.0%
404.17.535.050.41.00	PROFESSIONAL SERVICES	890	-	-		-		-	0.0%
404.17.535.050.45.00	RENTALS	-	2,566	-	2,382	4,000		4,000	0.0%
404.17.535.050.48.00	REPAIR & MAINT- FACILITIES	349,787	89,119	14,830	14,830	5,000		5,000	-66.3%
404.17.535.050.48.01	REPAIR & MAINT - EQUIPMENT	-	-	11,500	11,500	11,500		11,500	0.0%
404.17.535.050.48.02	REPAIR & MAINT - IT SOFTWARE/HARDWARE	-	-	6,000	2,000	6,000		6,000	0.0%
Total Collections Maintenance		**365,401**	**121,081**	**82,930**	**62,712**	**59,100**	**-**	**59,100**	**-28.7%**
Collections Operations									
404.17.535.080.11.00	SALARIES AND WAGES	137,053	115,042	160,261	160,261	160,236		160,236	0.0%
404.17.535.080.11.05	SALARIES AND WAGES	1,104	-	-		-		-	0.0%
404.17.535.080.12.00	OVERTIME	290	2,225	3,500	3,500	3,500		3,500	0.0%
404.17.535.080.21.00	PERSONNEL BENEFITS	88,459	84,783	96,581	96,581	97,752		97,752	1.2%
404.17.535.080.21.05	PART TIME PERSONNEL BENEFITS	256	-	-		-		-	0.0%
404.17.535.080.24.00	UNIFORMS & CLOTHING	570	1,109	2,000	2,000	2,000		2,000	0.0%
404.17.535.080.31.00	OFFICE & OPERATING SUPPLIES	2,648	2,083	1,600	1,600	1,600		1,600	0.0%
404.17.535.080.32.00	FUEL CONSUMED	6,429	9,108	9,200	15,000	9,200		9,200	0.0%
404.17.535.080.35.00	SMALL TOOLS & MINOR EQUIPMENT	-	-	-		-	1,500	1,500	0.0%
404.17.535.080.41.00	PROFESSIONAL SERVICES	4,321	45,928	4,000	4,000	4,000		4,000	0.0%
404.17.535.080.42.00	COMMUNICATIONS	8,828	8,043	9,000	6,000	9,000		9,000	0.0%
404.17.535.080.43.00	TRAVEL/HOTEL/PER DIEMS	-	-	450	450	450		450	0.0%
404.17.535.080.45.00	RENTALS	10,124	11,744	10,000	2,000	10,000		10,000	0.0%
404.17.535.080.47.00	PUBLIC UTILITY SERVICE	41,473	39,978	45,000	45,000	45,000		45,000	0.0%
404.17.535.080.47.03	PUBLIC UTILITY SERVICE - CITY	-	-	-	-	1,080		1,080	2.4%
404.17.535.080.48.00	REPAIR & MAINT- FACILITIES	49	-	-		-		-	0.0%
404.17.535.080.49.00	MISCELLANEOUS	6,087	6,619	-		-		-	0.0%
404.17.535.080.49.01	REGISTRATION	-	-	450	450	450		450	0.0%
404.17.535.080.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	-	-	-	(20)	-		-	0.0%
404.17.535.080.49.04	GOVT PERMIT/CERTIFICATION/RECORDING FEE	-	-	-	**102**	-		-	0.0%
Total Collections Operations		**307,691**	**326,662**	**342,042**	**336,924**	**344,268**	**1,500**	**345,768**	**0.0%**
Total Wastewater Collections (17)		**673,154**	**447,808**	**424,972**	**399,636**	**403,368**	**1,500**	**404,868**	**0.0%**
Wastewater Poplar Tree Plant (PTP) (18)									
PTP Training									
404.18.535.040.43.00	TRAVEL/HOTEL/PER DIEMS	100	50	-	55	-		-	0.0%
404.18.535.040.49.00	MISCELLANEOUS	81	300	-		-		-	0.0%
Total PTP Training		**181**	**350**	**-**	**55**	**-**	**-**	**-**	0.0%
PTP Maintenance									
404.18.535.050.31.00	OFFICE & OPERATING SUPPLIES	1,710	2,585	13,500	13,500	8,500		8,500	-37.0%
404.18.535.050.35.00	SMALL TOOLS & MINOR EQUIPMENT	-	-	1,000	-	1,000		1,000	0.0%
404.18.535.050.45.00	RENTALS	-	-	-	55	-		-	0.0%
404.18.535.050.48.00	REPAIR & MAINT- FACILITIES	107	530	3,000	1,000	3,000		3,000	0.0%
404.18.535.050.48.02	REPAIR & MAINT - IT SOFTWARE/HARDWARE	-	-	3,500	3,500	3,500		3,500	0.0%
Total PTP Maintenance		**1,817**	**3,115**	**21,000**	**18,055**	**16,000**	**-**	**16,000**	0.0%
PTP Operations									
404.18.535.080.11.00	SALARIES AND WAGES	28,564	43,876	45,791	45,791	70,823		70,823	0.0%
404.18.535.080.11.05	SALARIES AND WAGES	42,738	41,941	46,297	46,297	25,000		25,000	-46.5%
404.18.535.080.21.00	PERSONNEL BENEFITS	15,068	21,736	22,322	22,322	31,082		31,082	0.0%
404.18.535.080.21.05	PERSONNEL BENEFITS	11,195	11,249	11,992	11,992	11,992		11,992	0.0%
404.18.535.080.21.07	PERSONNEL BENEFITS-U&I TAXES	8	-	-		-		-	0.0%
404.18.535.080.24.00	UNIFORMS & CLOTHING	92	312	500	500	500		500	0.0%
404.18.535.080.24.05	UNIFORMS & CLOTHING	92	92	-	92	-		-	0.0%
404.18.535.080.31.00	OFFICE & OPERATING SUPPLIES	3,032	1,640	5,500	2,000	5,500		5,500	0.0%

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

EXPENDITURES

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-time	2020 Proposed Budget	% Change 2020-2019
404.18.535.080.32.00	FUEL CONSUMED	2,886	4,207	5,000	5,000	5,000		5,000	0.0%
404.18.535.080.35.00	SMALL TOOLS & MINOR EQUIPMENT	-	-	-		-		-	0.0%
404.18.535.080.41.00	PROFESSIONAL SERVICES	2,354	292	12,000	1,000	12,000		12,000	0.0%
404.18.535.080.42.00	COMMUNICATIONS	802	843	1,000	1,000	1,000		1,000	0.0%
404.18.535.080.44.00	ADVERTISING	212	-	500	500	500		500	0.0%
404.18.535.080.47.00	PUBLIC UTILITY SERVICE	1,851	979	2,100	2,100	2,100		2,100	0.0%
404.18.535.080.47.03	PUBLIC UTILITY SERVICE - CITY	-	-	-	-	-		-	0.0%
404.18.535.080.48.00	REPAIR & MAINT- FACILITIES	15	1,948	-		-		-	0.0%
404.18.535.080.49.00	MISCELLANEOUS	33	212	-	24	-		-	0.0%
404.18.535.080.49.01	REGISTRATION	-	-	225	225	225		225	0.0%
Total PTP Operations		**108,942**	**129,327**	**153,227**	**138,843**	**165,722**	**-**	**165,722**	0.0%
Total Poplar Tree Plantation (PTP) (18)		**110,940**	**132,792**	**174,227**	**156,953**	**181,722**	**-**	**181,722**	0.0%
TOTAL EXPENDITURES		**$ 5,888,992**	**$ 5,191,452**	**$ 5,894,863**	**$ 5,845,676**	**$ 5,015,128**	**$ 109,435**	**$ 5,124,563**	**-13.1%**
PLUS, ENDING CASH, DECEMBER 31		**4,833,519**	**5,112,880**	**4,690,279**	**4,790,049**	**5,245,881**	**-**	**5,245,881**	**12.2%**
TOTAL APPROPRIATION		**$ 10,722,511**	**$ 10,304,332**	**$ 10,585,142**	**$ 10,635,725**	**$ 10,261,009**	**$ 109,435**	**$ 10,370,444**	**-4.6%**

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WATER
Water Fund 405 Public Works Water Divisions

Employees:

Department / Classification	2017 Actual	2018 Actual	2019 Amended Budget	2020 Proposed Budget	2020 Changes from 2019
PUBLIC WORKS - WATER					
Public Works Director	0.20	0.20	0.20	0.20	0.00
Public Works Office Manager	0.25	0.20	0.20	0.20	0.00
Community Development Director	0.10	0.10	0.20	0.00	-0.20
Planning and Building Manager	0.00	0.00	0.10	0.10	0.00
Water Superintendent	1.00	1.00	1.00	1.00	0.00
Engineering Tech. III	0.45	0.49	0.49	0.44	-0.05
Engineering Tech II	0.00	0.00	0.49	0.44	-0.05
Maintenance Tech -Electrical	1.00	1.00	1.00	1.00	0.00
Water Treatment Plant Operator II	1.00	1.00	1.00	1.00	0.00
Water Treatment Plant Operator I	2.00	2.00	2.00	2.00	0.00
Water Distribution Operator II	2.00	2.00	2.00	2.00	0.00
Water Distribution Operator I/Meter Reader	2.00	2.00	2.00	2.00	0.00
Public Works Maintenance Aide (Seasonal)	0.68	0.68	0.68	0.48	-0.20
Vehicle Maintenance Tech.	1.00	1.00	1.00	1.00	0.00
Utility Customer Service Rep. (Seasonal)	0.23	0.00	0.00	0.00	0.00
Utility Customer Service Rep. I	1.00	1.00	1.00	1.00	0.00
Utility Customer Service Rep. II	1.00	1.00	1.00	1.00	0.00
Total Water Employees (FTE)	**13.91**	**13.67**	**14.36**	**13.86**	**-0.50**

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.

2019 Accomplishments

- Water System Plan update 80% complete, carry over in 2020
- Chehalis River Pump line Replacement Project Design and Permitting
- Hired Three New Employees due to Retirements

- 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
- Engineering Complete for High Level Reservoir Pump Station Replacement, Construction Started

2020 Goals and Objectives

- Complete Water System Plan Update
- Complete Construction on High Level Reservoir Pump Station Replacement
- Replace Water System Infrastructure on Chehalis Ave. From 3rd Street to 9th Street, in connection with the Stormwater Project
- Replace Water System Infrastructure on Pacific Ave. in connection with the Stormwater Project
- 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

Significant Changes 2020:

Significant changes since the last fiscal year include; The Water System Plan will be completed in 2020 in accordance with the Washington Administrative Code (WAC) 246-290-100 and the Washington State Department of Health (DOH) requirements of every 6 years. Subsequent reports will be required every 10 years. This Plan documents and evaluates the City's water system and includes recommendations for future projects and the rescheduling of previous projects that have not yet been completed. City staff is working with a consulting engineer Gibbs & Olson to evaluate the existing water system and provide recommendations regarding how the city should prepare for the future.

The proposed 2020 Budget includes:

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

$ 450,000 For Pacific Avenue water line replacement cost share with storm water division project.

$ 70,000 For Chehalis pump line which inludes engineering services for design, environmental permitting and seek funding

$ 800,000 For Chehalis Ave. water line replacement cost share with storm water division project.

$ 40,000 For the replacement of a truck that was deemed "totaled" in 2018.

WATER FUND
SUMMARY BY REVENUES AND EXPENDITURE CATEGORY

Water Fund	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 Year-End Estimate	2020 Proposed Budget	Change 2020-2019	% Change 2020-2019
REVENUE SOURCE							
Charges for goods and services	$ 2,863,471	$ 2,888,244	$ 2,648,500	$ 2,701,926	$ 2,864,810	216,310	8.2%
Hookup/Connection Charges	195,879	87,073	94,440	112,360	131,770	37,330	39.5%
Fines/Forfeiture	31,479	38,690	27,720	28,300	32,820	5,100	18.4%
Interest Earnings	38,610	115,126	46,176	146,890	109,110	62,934	136.3%
Other Misc. Revenues	1,213	8,487	1,220	700	230	(990)	-81.1%
Interfund Loan Payment	-	16,590	68,095	68,095	69,490	1,395	2.0%
Other Financing	2,050,000	-	-	-	-	-	0.0%
Agency Deposits	448	570	270	50	50	(220)	-81.5%
Proceeds from Sale of Assets	1,440	2,733	-	-	-	-	0.0%
TOTAL REVENUES	**$ 5,182,540**	**$ 3,157,513**	**$ 2,886,421**	**$ 3,058,321**	**$ 3,208,280**	**$ 321,859**	**11.2%**
EXPENDITURES							
Salaries & Wages	$ 765,359	$ 794,847	$ 991,764	$ 998,257	$ 881,836	(109,928)	-11.1%
Benefits	387,298	411,764	507,752	496,945	442,221	(65,531)	-12.9%
Supplies	261,805	296,046	345,069	270,065	355,036	9,967	2.9%
Services	649,917	677,793	703,758	638,065	724,608	20,850	3.0%
Capital Outlay	745,821	51,077	1,464,300	632,908	2,043,965	579,665	39.6%
Debt Service	146,769	338,737	321,662	321,909	286,478	(35,184)	-10.9%
Interfund Loan	-	279,427	-	-	-	-	0.0%
Interfund Service	(22,809)	(36,109)	(61,750)	(58,808)	(61,750)	-	0.0%
TOTAL EXPENDITURES	**$ 2,934,160**	**$ 2,813,582**	**$ 4,272,555**	**$ 3,299,341**	**$ 4,672,394**	**399,839**	**9.4%**
Increase (Decrease) in Fund Balance	**$ 2,248,380**	**$ 343,931**	**$(1,386,134)**	**$ (241,020)**	**$ (1,464,114)**	**$ (77,980)**	**5.6%**
Beginning Cash, January 1	4,844,780	7,093,160	7,437,091	7,437,091	7,196,071	(241,020)	-3.2%
ENDING CASH, DECEMBER 31	**$ 7,093,160**	**$ 7,437,091**	**$ 6,050,957**	**$ 7,196,071**	**$ 5,731,957**	**$ (319,000)**	**-5.3%**

FUND: 405 - WATER FUND **REVENUES**

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
REVENUE SOURCE									
Charges for Goods & Services									
405.343.040.21	RESIDENTIAL	$ 1,360,294	$ 1,159,526	$ 1,120,670	$ 1,053,183	$ 1,191,000		$ 1,191,000	6.3%
405.343.040.22	COMMERCIAL	1,436,261	1,655,320	1,480,460	1,579,823	1,557,130		1,557,130	5.2%
405.343.040.23	INTER-DEPARTMENT	-	-	-	-	47,090		47,090	0.0%
405.343.040.25	WHOLESALE	32,693	31,212	22,420	41,440	35,120		35,120	56.6%
405.343.040.29	OTHER SALES	6,206	19,044	6,950	6,670	10,640		10,640	53.1%
405.343.040.30	UTILITY HOOK UP/CONNECTION	195,879	87,073	94,440	112,360	131,770		131,770	39.5%
405.343.040.51	COUNTY FILING FEE	225	925	330	530	400		400	21.2%
405.343.040.91	SERVICE FEE-TURN ONS/OFFS, ETC	11,585	12,069	12,130	10,700	11,450		11,450	-5.6%
405.343.040.93	ADMINISTRATIVE FEE	166	2,806	650	-	990		990	52.3%
405.343.040.96	OTHER A/R-BAL INSTALL CHGS	16,041	7,342	4,890	9,580	10,990		10,990	124.7%
Total Charges for Goods & Services		**3,059,350**	**2,975,317**	**2,742,940**	**2,814,286**	**2,996,580**	**-**	**2,996,580**	**9.2%**
Fines/Forfeiture									
405.359.000.00	LATE PAYMENT FEES-NSFs	31,479	38,690	27,720	28,300	32,820		32,820	18.4%
Total Fines/Forfeiture		**31,479**	**38,690**	**27,720**	**28,300**	**32,820**	**-**	**32,820**	**18.4%**
Interest Earnings									
405.361.011.00	INTEREST EARNINGS	38,610	113,520	40,710	141,020	105,000		105,000	157.9%
405.361.040.02	OTHER INTEREST - INTERFUND LOAN	-	1,606	5,466	5,870	4,110		4,110	-24.8%
Total Interest Earnings		**38,610**	**115,126**	**46,176**	**146,890**	**109,110**	**-**	**109,110**	**136.3%**
Other Misc. Revenues									
405.369.011.00	SALE OF SCRAP OR JUNK-SEWR	-	538	-	700	230		230	0.0%
405.369.080.00	CASH OVERAGES/SHORTAGES	60	(10)	(20)	-	-		-	-100.0%
405.369.081.00	CASHIER OVERAGES/SHORTAGES	-	-	(10)	-	-		-	-100.0%
405.369.091.00	MISCELLANEOUS INCOME	451		-	-	-		-	0.0%
405.369.091.01	MISCELLANEOUS INCOME	38		-	-	-		-	0.0%
405.369.091.04	OTHER MISC REV - TAXED	664	7,959	1,250	-	-		-	-100.0%
Total Other Misc. Revenues		**1,213**	**8,487**	**1,220**	**700**	**230**	**-**	**230**	**-81.1%**
Interfund Loans									
405.381.020.07	INTERFUND PRINCIPAL REPAYMENT	-	16,590	68,095	68,095	69,490		69,490	2.0%
Total Interfund Loans		**-**	**16,590**	**68,095**	**68,095**	**69,490**	**-**	**69,490**	**2.0%**
Other Financing Source									
405.391.020.00	DRINKING WATER - SRF LOAN	850,000	-	-	-	-		-	0.0%
405.391.020.01	DRINKING WATER - SRF LOAN	1,200,000	-	-	-	-		-	0.0%
Total Other Financing Source		**2,050,000**	**-**	**-**	**-**	**-**	**-**	**-**	**0.0%**
Agency Deposits									
405.389.000.00	OTHER NON-REVENUES	-	-	-	-	-		-	0.0%
405.389.010.06	LATECOMER DEPOSITS	382	(382)	-	-	-		-	0.0%
405.389.030.04	DUE TO STATE - SALES TAX	66	952	270	50	50		50	-81.5%
Total Agency Deposits		**448**	**570**	**270**	**50**	**50**	**-**	**50**	**-81.5%**
Proceeds from Sale of Assets									
405.395.010.00	PROCEEDS FROM SALES OF CAP ASSETS	1,440	-	-	-	-		-	0.0%
405.395.020.00	INS RECOVERY - CAPITAL ASSETS	-	2,733	-	-	-		-	0.0%
Total Proceeds from Sale of Assets		**1,440**	**2,733**	**-**	**-**	**-**	**-**	**-**	**0.0%**
TOTAL REVENUES		**$ 5,182,540**	**$ 3,157,513**	**$ 2,886,421**	**$ 3,058,321**	**$ 3,208,280**	**$ -**	**$ 3,208,280**	**11.2%**
PLUS, BEGINNING CASH, JANUARY 1		**4,844,780**	**7,093,160**	**7,437,091**	**7,437,091**	**7,196,071**	**-**	**7,196,071**	**-3.2%**
TOTAL REVENUE APPROPRIATION		**$ 10,027,320**	**$ 10,250,673**	**$ 10,323,512**	**$ 10,495,412**	**$ 10,404,351**	**$ -**	**$ 10,404,351**	**0.8%**

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

EXPENDITURES

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
EXPENDITURES									
Public Works Water Division General (10)									
Water General Administration (534.010)									
405.10.534.010.11.00	SALARIES AND WAGES	$ 102,391	$ 113,513	$ 143,145	$ 143,145	$ 133,499		$ 133,499	-6.7%
405.10.534.010.11.02	SALARIES & WAGES - ADM SUPPORT	13,719	11,315	11,544	11,544	11,544		11,544	0.0%
405.10.534.010.21.00	PERSONNEL BENEFITS	44,130	56,497	60,297	60,297	51,496		51,496	-14.6%
405.10.534.010.21.02	PERSONNEL BENEFITS - ADM SUPPORT	7,860	6,459	6,803	6,803	6,748		6,748	-0.8%
405.10.534.010.31.00	OFFICE & OPERATING SUPPLIES	2,188	1,504	2,000	2,000	2,000		2,000	0.0%
405.10.534.010.32.00	FUEL CONSUMED	1,216	1,481	1,200	1,200	1,200		1,200	0.0%
405.10.534.010.35.00	SMALL TOOLS & MINOR EQUIPMENT	2,076	1,356	2,000	2,000	2,000		2,000	0.0%
405.10.534.010.41.00	PROFESSIONAL SERVICES	1,530	1,701	36,980	36,980	1,980		1,980	-94.6%
405.10.534.010.42.00	COMMUNICATIONS	5,563	7,140	7,255	7,256	7,336		7,336	1.1%
405.10.534.010.43.00	TRAVEL/HOTEL/PER DIEMS	15	105	500	500	1,008		1,008	101.6%
405.10.534.010.44.00	ADVERTISING	-	499	405	598	405		405	0.0%
405.10.534.010.46.00	INSURANCE	44,597	51,979	51,979	55,225	54,559		54,559	5.0%
405.10.534.010.47.00	PUBLIC UTILITY SERVICE	2,456	2,652	2,751	2,751	2,751		2,751	0.0%
405.10.534.010.47.03	PUBLIC UTILITY SERVICE - CITY	-	-	-	-	2,350		2,350	0.0%
405.10.534.010.48.00	REPAIR & MAINT- FACILITIES	1,561	2,045	1,000	1,000	1,000		1,000	0.0%
405.10.534.010.48.01	REPAIR & MAINT - EQUIPMENT	-		300	319	300		300	0.0%
405.10.534.010.48.02	R & M - SOFTWARE/HARDWARE	-		700	700	700		700	0.0%
405.10.534.010.49.00	MISC - LATECOMER DEPOSITS	6,396	7,484	800	800	800		800	0.0%
405.10.534.010.49.01	REGISTRATION	-		2,000	2,000	2,400		2,400	20.0%
405.10.534.010.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	-		10,000	10,000	10,000		10,000	0.0%
405.10.534.010.40.15	INTERGOVT PROF SVCS - LEWIS COUNTY	2,025		-		-		-	0.0%
405.10.534.010.40.03	EXTERNAL TAXES & OPER ASSESS	152,129	152,489	136,700	136,700	136,700		136,700	0.0%
405.10.534.010.40.10	UT TAXES & OPER ASSESSMT - GF	189,919	178,849	160,514	160,514	172,135		172,135	7.2%
Total Water General Administration		**579,771**	**597,068**	**638,873**	**642,332**	**602,911**	**-**	**602,911**	-5.6%
Water Engineering Services (534.021)									
405.10.534.021.11.00	SALARIES AND WAGES	31,327	33,717	58,003	58,003	53,856		53,856	-7.1%
405.10.534.021.11.06	SALARIES AND WAGES- VEH MC	1,040	106	-		-		-	0.0%
405.10.534.021.12.00	OVERTIME	-	25	-		-		-	0.0%
405.10.534.021.21.00	PERSONNEL BENEFITS	17,836	19,911	38,755	38,755	35,287		35,287	-8.9%
405.10.534.021.21.06	PERSONNEL BENEFITS - VEH MC	416	27	-		-		-	0.0%
405.10.534.021.24.00	UNIFORMS & CLOTHING	83	143	321	321	289		289	-10.0%
405.10.534.021.31.00	OFFICE & OPERATING SUPPLIES	503	578	2,009	2,009	1,804		1,804	-10.2%
405.10.534.021.32.00	FUEL CONSUMED	517	566	1,372	700	1,892		1,892	37.9%
405.10.534.021.35.00	SMALL TOOLS & MINOR EQUIPMENT	-	4,725	10,388	10,388	2,640		2,640	-74.6%
405.10.534.021.41.00	PROFESSIONAL SERVICES	446	383	1,471	1,471	1,320		1,320	-10.3%
405.10.534.021.42.00	COMMUNICATIONS	-	-	98	98	396		396	304.1%
405.10.534.021.43.00	TRAVEL/HOTEL/PER DIEMS	-	-	392	392	1,166		1,166	197.4%
405.10.534.021.44.00	ADVERTISING	104	53	588	588	528		528	-10.2%
405.10.534.021.46.00	INSURANCE	474	504	1,348	2,227	2,240		2,240	66.2%
405.10.534.021.48.00	REPAIR & MAINT- FACILITIES	-	60	-		-		-	0.0%
405.10.534.021.48.01	REPAIR & MAINT - EQUIPMENT	-		784	784	440		440	-43.9%
405.10.534.021.48.02	R & M - SOFTWARE/HARDWARE	-		392	392	616		616	57.1%
405.10.534.021.49.00	MISCELLANEOUS	1,562	1,756	-		-		-	0.0%
405.10.534.021.49.01	REGISTRATION	-		980	980	880		880	-10.2%
405.10.534.021.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	-		7,987	7,987	7,370		7,370	-7.7%
405.10.594.048.71.00	CAPITAL LEASES - PRINCIPAL	-	-	-	1,200	2,322		2,322	0.0%
405.10.594.048.81.00	CAPITAL LEASES - INREREST	-	-	-	318	643		643	0.0%
Total Water Engineering Services		**54,308**	**62,554**	**124,888**	**126,613**	**113,689**	**-**	**113,689**	**-9.0%**
Vehicle Maintenance Shop (534.050)									
405.10.534.050.11.00	SALARIES AND WAGES	1,857	51	-	225	-		-	0.0%
405.10.534.050.11.05	PART TIME SALARIES AND WAGES	1,301	2,062	1,976		1,976		1,976	0.0%
405.10.534.050.11.06	SALARIES AND WAGES - VEH MC	38,377	31,293	56,332	56,332	57,840		57,840	2.7%
405.10.534.050.12.00	OVERTIME	1,488	2,809	-	178	-		-	0.0%
405.10.534.050.12.06	OVERTIME	161	727	500	612	500		500	0.0%
405.10.534.050.21.00	PERSONNEL BENEFITS	1,083	722	-	200	-		-	0.0%
405.10.534.050.21.05	PART TIME PERSONNEL BENEFITS	279	374	351	-	351		351	0.0%
405.10.534.050.21.06	PERSONNEL BENEFITS - VEH MC	22,811	24,178	39,991	39,991	40,811		40,811	2.1%
405.10.534.050.24.06	UNIFORMS & CLOTHING	184	-	-	184	-		-	0.0%
405.10.534.050.31.00	OFFICE & OPERATING SUPPLIES	145	51	-	11	-		-	0.0%

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

EXPENDITURES

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
405.10.534.050.41.00	PROFESSIONAL SERVICES	621	55	-	-	-		-	0.0%
405.10.534.050.49.00	MISCELLANEOUS	36	24	-	-	-		-	0.0%
Total Vehicle Maintenance Shop		**68,343**	**62,346**	**99,150**	**97,733**	**101,478**	**-**	**101,478**	**2.3%**
Customer Service Operations (534.070)									
405.10.534.070.11.00	SALARIES AND WAGES	133,740	134,351	238,956	238,956	195,493		195,493	-18.2%
405.10.534.070.11.05	PART TIME SALARIES AND WAGES	-	10,980	11,520	11,520	11,520		11,520	0.0%
405.10.534.070.12.00	OVERTIME	274	-	500	500	500		500	0.0%
405.10.534.070.21.00	PERSONNEL BENEFITS	87,989	94,978	153,543	153,543	119,880		119,880	-21.9%
405.10.534.070.21.05	PART TIME PERSONNEL BENEFITS	-	2,342	932	932	932		932	0.0%
405.10.534.070.24.00	UNIFORMS & CLOTHING	445	386	500	613	500		500	0.0%
405.10.534.070.31.00	OFFICE & OPERATING SUPPLIES	4,492	923	5,000	3,000	5,000		5,000	0.0%
405.10.534.070.31.02	OFFICE & OPERATING SUPPLIES	3,794	6,405	8,000	8,000	8,000		8,000	0.0%
405.10.534.070.32.00	FUEL CONSUMED	3,673	3,346	4,500	4,500	4,500		4,500	0.0%
405.10.534.070.35.00	SMALL TOOLS & MINOR EQUIPMENT	4,221	2,965	2,700	2,700	2,700	6,600	9,300	244.4%
405.10.534.070.41.00	PROFESSIONAL SERVICES	-	-	-	150	-		-	0.0%
405.10.534.070.42.00	COMMUNICATIONS	11,788	14,147	10,000	10,000	10,000		10,000	0.0%
405.10.534.070.43.00	TRAVEL/HOTEL/PER DIEMS	-	75	1,000	1,000	1,000		1,000	0.0%
405.10.534.070.45.00	RENTALS	8,990	3,561	11,000	11,000	11,000		11,000	0.0%
405.10.534.070.46.00	INSURANCE	6,321	6,728	6,730	6,730	6,820		6,820	1.3%
405.10.534.070.47.00	PUBLIC UTILITY SERVICE	-	-	100	100	100		100	0.0%
405.10.534.070.47.03	PUBLIC UTILITY SERVICE - CITY	-	-	-	-	-		-	0.0%
405.10.534.070.48.00	REPAIR & MAINT- FACILITIES	7,812	9,998	500	500	500		500	0.0%
405.10.534.070.48.01	REPAIR & MAINT - EQUIPMENT	-	-	500	643	500		500	0.0%
405.10.534.070.48.02	R & M - SOFTWARE/HARDWARE	-	-	12,000	12,000	16,010		16,010	33.4%
405.10.534.070.49.00	MISCELLANEOUS	2,413	1,375	1,000	1,000	1,000		1,000	0.0%
405.10.534.070.49.01	REGISTRATION	-	-	1,400	1,400	1,400		1,400	0.0%
405.10.534.070.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	-	-	600	600	600		600	0.0%
405.10.534.070.49.03	MISCELLANEOUS-CC FEES	-	-	-	-	26,000		26,000	0.0%
405.10.534.070.49.04	GOVT PERMIT & RECORDING FEES	-	-	-	225	400		400	0.0%
Total Customer Service Operations		**275,952**	**292,560**	**470,981**	**469,612**	**424,355**	**6,600**	**430,955**	**-8.5%**
Customer Services Operations Contra Expenses (534.071)									
405.10.534.071.1C.00	WAGE CONTRA EXP	(71,494)	(78,597)	(80,010)	(80,010)	(80,010)		(80,010)	0.0%
405.10.534.071.2C.00	BENEFIT CONTRA EXP	(47,208)	(52,404)	(52,300)	(52,300)	(52,300)		(52,300)	0.0%
405.10.534.071.3C.00	SUPPLIES CONTRA EXP	(17,596)	(8,249)	(11,550)	(11,550)	(11,550)		(11,550)	0.0%
405.10.534.071.4C.00	SERVICES CONTRA EXP	(22,575)	(22,802)	(25,360)	(25,360)	(25,360)		(25,360)	0.0%
Total Customer Services Operations Contra Expenses		**(158,873)**	**(162,052)**	**(169,220)**	**(169,220)**	**(169,220)**	**-**	**(169,220)**	**0.0%**
Water Division Operations (534.080)									
405.10.534.080.31.00	OFFICE & OPERATING SUPPLIES	-	-	-	17	-		-	0.0%
405.10.534.080.32.00	FUEL CONSUMED	489	-	-		-		-	0.0%
405.10.534.080.41.00	PROFESSIONAL SERVICES	1,125	303	-		-		-	0.0%
405.10.534.080.44.00	ADVERTISING	-	64	-		-		-	0.0%
405.10.534.080.47.00	PUBLIC UTILITY SERVICE	-	66	-		-		-	0.0%
405.10.534.080.49.00	MISCELLANEOUS	352	2,840	-		-		-	0.0%
405.10.534.080.49.01	REGISTRATION	-	-	-	35	-		-	0.0%
405.10.534.080.49.04	MISCELLANEOUS	-	-	-	4,741	-		-	0.0%
Total Water Division Operations		**1,966**	**3,273**	**-**	**4,793**	**-**	**-**	**-**	**0.0%**
Water Division Contra Expense Offsets,(General Fund) (534.091)									
405.10.534.091.1A.00	WAGE CONTRA OFFSETS	68,523	62,229	57,570	57,570	57,570		57,570	0.0%
405.10.534.091.2A.00	BENEFIT CONTRA OFFSETS	36,614	32,498	30,040	30,040	30,040		30,040	0.0%
405.10.534.091.3A.00	SUPPLIES CONTRA OFFSETS	2,285	1,226	970	1,194	970		970	0.0%
405.10.534.091.4A.00	SERVICES CONTRA OFFSETS	28,642	29,990	18,890	21,608	18,890		18,890	0.0%
Total Water Division Contra Expense Offsets (General Fund)		**136,064**	**125,943**	**107,470**	**110,412**	**107,470**	**-**	**107,470**	**0.0%**
Water Utility Interfund Loans (581.010)									
405.10.581.010.07.00	INTERFUND LOAN - ISSUED TO 407	-	279,427	-	-	-		-	0.0%
Total Water Utility Interfund Loans		**-**	**279,427**	**-**	**-**	**-**	**-**	**-**	**0.0%**
Due to State (589.00)									
405.10.589.030.00.04	DUE TO STATE - SALES TAX	66	953	100	100	100		100	0.0%
Total Due to State		**66**	**953**	**100**	**100**	**100**	**-**	**100**	**0.0%**
Debt Service Payment - Principal (591.034)									

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

EXPENDITURES

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
405.10.591.034.72.00	REDEMPTION OF L/T DEBT	22,000	23,000	27,000	27,000	-	-	-	-100.0%
405.10.591.034.78.00	PWTF- LOAN PRINCIPAL SRFL #4	50,001	53,371	50,001	50,001	46,630		46,630	-6.7%
405.10.591.034.78.01	PWTF- LOAN PRINCIPAL PH IV	63,076	63,631	63,076	63,076	63,076		63,076	0.0%
405.10.591.034.78.02	DWSRF LOAN PRINC - REDUNDANT FLOC	-	60,600	60,600	60,600	60,600		60,600	0.0%
405.10.591.034.78.03	WSRF-LOAN PRINCIPAL HIGH LEVEL RSVR		85,850	85,850	85,850	85,850		85,850	0.0%
405.10.594.048.71.00	CAPITAL LEASES - PRINCIPAL	-	-	-	184	-		-	0.0%
Total Debt Service Payment - Principal		**135,077**	**286,452**	**286,527**	**286,711**	**256,156**	**-**	**256,156**	**-10.6%**
Debt Service Payment - Interest (592.034)						**-**			
405.10.592.034.83.00	INTEREST/OTHER DEBT SVC COSTS	3,325	2,225	1,050	1,050	-		-	-100.0%
405.10.592.034.83.03	WSFR- LOAN INTEREST-HIGH LEVEL RSV	-	15,299	11,590	11,590	10,302		10,302	-11.1%
405.10.592.034.89.00	INVESTMENT SERVICE FEES	213	248	200	200	200		200	0.0%
405.10.592.T34.83.00	PWTF-WTRRB INTEREST LONG TERM	5,000	3,750	2,500	2,500	1,250		1,250	-50.0%
405.10.592.T34.83.01	PWTF-WTRRB INT ON LONG TERM EXTEI	3,154	2,838	2,524	2,524	2,208		2,208	-12.5%
405.10.592.T34.83.02	DWSRF - LOAN INT - REDUNDANT FLOC	-	21,634	17,271	17,271	16,362		16,362	-5.3%
405.10.594.048.81.00	CAPITAL LEASES - INTEREST	-	-	-	63	-		-	0.0%
Total Debt Service Payment - Interest		**11,692**	**45,994**	**35,135**	**35,198**	**30,322**	**-**	**30,322**	**-13.7%**
Capital Outlays (594.034)									
405.10.594.034.41.00	PROFESSIONAL SERVICES	-	15,753	545,000	80,000	-	645,000	645,000	18.3%
405.10.594.034.41.01	PROFESSIONAL SVCS - HIGH LEVEL	15,670		-		-		-	0.0%
405.10.594.034.41.02	PROFESSIONAL SVCS - FLOCCULATION	37,776		-		-		-	0.0%
405.10.594.034.44.02	ADVERTISING	-		1,000	-	1,000		1,000	0.0%
405.10.594.034.61.00	LAND	-	-	1,200	1,200	-		-	-100.0%
405.10.594.034.62.00	BUILDINGS AND STRUCTURES	-	16,509	-	590	-	35,000	35,000	0.0%
405.10.594.034.64.00	MACHINERY & EQUIPMENT	26,734		117,100	49,600	-	110,000	110,000	-6.1%
405.10.594.034.65.00	CONSTRUCTION PROJECTS	-		800,000	500,000		1,250,000	1,250,000	56.3%
405.10.594.034.65.01	CONSTRUCTION PROJECTS-HIGH LEVEL	96,964	34,568	-	-	-		-	0.0%
405.10.594.034.65.02	CONSTRUCTION PROJECTS-FLOC TRAIN	568,677		-	-	-		-	0.0%
405.10.594.034.71.00	CAPITAL LEASE-PRINCIPAL	-	4,705	-	-	-		-	0.0%
405.10.594.034.81.00	CAPITAL LEASE-INTEREST	-	1,585	-	-	-		-	0.0%
Total Capital Outlays		**745,821**	**73,120**	**1,464,300**	**631,390**	**1,000**	**2,040,000**	**2,041,000**	**39.4%**
Total Public Works Water Division- General (10)		**1,850,187**	**1,667,638**	**3,058,204**	**2,235,674**	**1,468,261**	**2,046,600**	**3,514,861**	**14.9%**
Public Works - Water Filter Plant (14)									
Water Filter Plant Training									
405.14.534.040.43.00	TRAVEL/HOTEL/PER DIEMS	30	30	-	-	-		-	0.0%
405.14.534.040.49.00	MISCELLANEOUS	366	570	-	-	-		-	0.0%
Total Water Filter Plant Training		**396**	**600**	**-**	**-**	**-**	**-**	**-**	**0.0%**
Water Filter Plant Maintenance									
405.14.534.050.31.00	OFFICE & OPERATING SUPPLIES	9,334	14,548	12,000	8,000	12,000		12,000	0.0%
405.14.534.050.35.00	SMALL TOOLS & MINOR EQUIPMENT	1,344	1,320	3,000	3,000	3,000		3,000	0.0%
405.14.534.050.41.00	PROFESSIONAL SERVICES	-		-	27	-		-	0.0%
405.14.534.050.48.00	REPAIR & MAINT- FACILITIES	47,444	24,323	53,000	10,000	53,000		53,000	0.0%
405.14.534.050.48.01	REPAIR & MAINT - EQUIPMENT	-		1,000	1,668	1,000		1,000	0.0%
405.14.534.050.48.02	R & M - SOFTWARE/HARDWARE	-		2,000	2,000	2,000		2,000	0.0%
Total Water Filter Plant Maintenance		**58,122**	**40,191**	**71,000**	**24,695**	**71,000**	**-**	**71,000**	**0.0%**
Water Filter Plant Operations									
405.14.534.080.11.00	SALARIES AND WAGES	134,086	150,955	150,988	150,988	133,228		133,228	-11.8%
405.14.534.080.11.05	SALARIES AND WAGES - PT	-	-	8,600	8,600	8,600		8,600	0.0%
405.14.534.080.12.00	OVERTIME	19,688	22,595	25,000	25,000	25,000		25,000	0.0%
405.14.534.080.21.00	PERSONNEL BENEFITS	68,506	74,691	65,823	65,823	62,619		62,619	-4.9%
405.14.534.080.21.05	PERSONNEL BENEFITS - PT	-	-	2,800	2,800	2,800	-	2,800	0.0%
405.14.534.080.24.00	UNIFORMS & CLOTHING	368	432	900	500	900		900	0.0%
405.14.534.080.31.00	OFFICE & OPERATING SUPPLIES	3,915	10,096	10,000	10,000	10,000		10,000	0.0%
405.14.534.080.31.RP	OFFICE & OPERATING SUPPLIES/RESALE	66,124	65,627	80,000	40,000	88,000		88,000	10.0%
405.14.534.080.32.00	FUEL CONSUMED	2,230	2,239	4,500	2,200	4,500		4,500	0.0%
405.14.534.080.35.00	SMALL TOOLS & MINOR EQUIPMENT	-	2,818	-	1,064	-	2,800	2,800	0.0%
405.14.534.080.41.00	PROFESSIONAL SERVICES	73,892	60,818	55,000	25,000	55,000		55,000	0.0%
405.14.534.080.42.00	COMMUNICATIONS	4,570	6,418	6,000	6,000	6,000		6,000	0.0%
405.14.534.080.43.00	TRAVEL/HOTEL/PER DIEMS	-	-	1,600	1,600	1,600		1,600	0.0%
405.14.534.080.44.00	ADVERTISING	-	-	-	215	-		-	0.0%

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

EXPENDITURES

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
405.14.534.080.47.00	PUBLIC UTILITY SERVICE	14,348	13,846	14,307	14,307	14,307		14,307	0.0%
405.14.534.080.47.03	PUBLIC UTILITY SERVICE - CITY	-	-	-	-	6,045		6,045	0.0%
405.14.534.080.48.00	REPAIR & MAINT- FACILITIES	-	12,379	-	-	-		-	0.0%
405.14.534.080.49.00	MISCELLANEOUS	2,023	4,102	-	-	-		-	0.0%
405.14.534.080.49.01	REGISTRATION	-	-	2,500	2,500	2,500		2,500	0.0%
405.14.534.080.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	-	-	2,000	2,000	2,000		2,000	0.0%
405.14.534.080.49.04	GOV PERMIT/RECORDING FEE	-	-	-	2,076	-		-	0.0%
Total Water Filter Plant Operations		**389,750**	**427,016**	**430,018**	**360,673**	**423,099**	**2,800**	**425,899**	**-1.0%**
Total Water Filter Plant (14)		**448,268**	**467,807**	**501,018**	**385,368**	**494,099**	**2,800**	**496,899**	**-0.8%**
Water Distribution (15)									
Water Distribution Training (534.040)						**-**			
405.15.534.040.43.00	TRAVEL/HOTEL/PER DIEMS	-	45	-	-	-		-	0.0%
405.15.534.040.49.00	MISCELLANEOUS	62	470	-	-	-		-	0.0%
Total Water Distribution Training		**62**	**515**	**-**	**-**	**-**	**-**	**-**	**0.0%**
Water Distribution Maintenance (534.050)									
405.15.534.050.11.00	SALARIES AND WAGES	-	53	-	-	-		-	0.0%
405.15.534.050.11.05	PART TIME SALARIES AND WAGES	-	-	-	-	-		-	0.0%
405.15.534.050.12.00	OVERTIME	420	-	-	-	-		-	0.0%
405.15.534.050.21.00	PERSONNEL BENEFITS	106	14	-	-	-		-	0.0%
405.15.534.050.31.00	OFFICE & OPERATING SUPPLIES	27,218	24,249	40,000	32,000	40,000		40,000	0.0%
405.15.534.050.34.00	ITEMS PURCH'D FOR INV & RESALE	103,357	122,892	130,000	120,000	130,000		130,000	0.0%
405.15.534.050.35.00	SMALL TOOLS & MINOR EQUIPMENT	9,720	8,096	9,000	4,000	9,000		9,000	0.0%
405.15.534.050.41.00	PROFESSIONAL SERVICES	26	-	-	27	-		-	0.0%
405.15.534.050.45.00	RENTALS	449	1,981	500	500	500		500	0.0%
405.15.534.050.48.00	REPAIR & MAINT- FACILITIES	5,284	34,104	18,950	18,950	18,950		18,950	0.0%
405.15.534.050.48.01	REPAIR & MAINT - EQUIPMENT	-	-	1,500	700	1,500		1,500	0.0%
405.15.534.050.48.02	R & M - SOFTWARE/HARDWARE	-	-	400	200	400		400	0.0%
405.15.534.050.49.04	GOV PERMIT/RECORDING FEE	-	-	-	125	-		-	0.0%
Total Water Distribution Maintenance		**146,580**	**191,389**	**200,350**	**176,502**	**200,350**	**-**	**200,350**	**0.0%**
Water Distribution Operations (534.080)									
405.15.534.080.11.00	SALARIES AND WAGES	212,852	208,140	177,159	177,159	162,072		162,072	-8.5%
405.15.534.080.11.05	SALARIES AND WAGES - PT	13,406	10,438	7,464	7,464	7,464		7,464	0.0%
405.15.534.080.12.00	OVERTIME	4,316	2,525	5,000	2,500	5,000		5,000	0.0%
405.15.534.080.12.05	OVERTIME	20	-	1,308	1,308	1,308		1,308	0.0%
405.15.534.080.21.00	PERSONNEL BENEFITS	103,833	95,992	93,296	93,296	84,210		84,210	-9.7%
405.15.534.080.21.05	PERSONNEL BENEFITS - PT	2,614	1,859	5,000	5,000	5,000		5,000	0.0%
405.15.534.080.24.00	UNIFORMS & CLOTHING	590	552	900	900	900		900	0.0%
405.15.534.080.31.00	OFFICE & OPERATING SUPPLIES	397	4,378	200	200	200		200	0.0%
405.15.534.080.32.00	FUEL CONSUMED	9,055	11,117	9,000	7,000	9,000		9,000	0.0%
405.15.534.080.35.00	SMALL TOOLS & MINOR EQUIPMENT	-	-	-	1,076	-		-	0.0%
405.15.534.080.41.00	PROFESSIONAL SERVICES	13,535	9,704	27,000	27,000	27,000		27,000	0.0%
405.15.534.080.42.00	COMMUNICATIONS	2,099	1,880	3,000	2,000	3,000		3,000	0.0%
405.15.534.080.43.00	TRAVEL/HOTEL/PER DIEMS	-	-	1,000	500	1,000		1,000	0.0%
405.15.534.080.47.00	PUBLIC UTILITY SERVICE	19,118	20,217	18,342	18,342	18,342		18,342	0.0%
405.15.534.080.47.03	PUBLIC UTILITY SERVICE - CITY	-	-	-	-	850		850	0.0%
405.15.534.080.48.00	REPAIR & MAINT- FACILITIES	-	392	-	-	-		-	0.0%
405.15.534.080.48.02	R & M - SOFTWARE/HARDWARE	-	-	1,500	6,833	8,333		8,333	455.5%
405.15.534.080.49.00	MISCELLANEOUS	6,707	7,679	-	9	-		-	0.0%
405.15.534.080.49.01	REGISTRATION	-	-	1,500	700	1,500		1,500	0.0%
405.15.534.080.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	-	-	8,000	3,000	1,167		1,167	-85.4%
Total Water Distribution Operations		**388,542**	**374,873**	**359,669**	**354,287**	**336,346**	**-**	**336,346**	**-6.5%**
Total Water Distribution(15)		**535,184**	**566,777**	**560,019**	**530,789**	**536,696**	**-**	**536,696**	**-4.2%**
Water Intake (19)									
Water Intake Maintenance Training (534.040)									
405.19.534.040.49.00	MISCELLANEOUS	21	-	-	-	-		-	0.0%
Total Water Intake Maintenance Training		**21**	**-**	**-**	**-**	**-**	**-**	**-**	0.0%
Water Intake Maintenance (534.050)									
405.19.534.050.31.00	OFFICE & OPERATING SUPPLIES	2,829	1,765	2,200	700	2,200		2,200	0.0%
405.19.534.050.35.00	SMALL TOOLS & MINOR EQUIPMENT	-	-	1,000	1,000	1,000		1,000	0.0%

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

EXPENDITURES

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
405.19.534.050.48.00	REPAIR & MAINT- FACILITIES	1,844	5,402	1,500	1,500	1,500		1,500	0.0%
405.19.534.050.48.01	REPAIR & MAINT - EQUIPMENT	-	-	1,000	1,000	1,000		1,000	0.0%
Total Water Intake Maintenance		**4,673**	**7,167**	**5,700**	**4,200**	**5,700**	**-**	**5,700**	**0.0%**
Water Intake Operations (534.080)									
405.19.534.080.11.00	SALARIES AND WAGES	44,913	50,388	86,770	86,770	54,516		54,516	-37.2%
405.19.534.080.12.00	OVERTIME	9,983	8,805	7,000	7,000	7,000		7,000	0.0%
405.19.534.080.21.00	PERSONNEL BENEFITS	27,981	32,024	37,240	37,240	40,118		40,118	7.7%
405.19.534.080.24.00	UNIFORMS & CLOTHING	184	184	300	200	300		300	0.0%
405.19.534.080.31.00	OFFICE & OPERATING SUPPLIES	78	-	1,000	1,000	1,000		1,000	0.0%
405.19.534.080.32.00	FUEL CONSUMED	2,890	3,002	4,000	2,300	4,000		4,000	0.0%
405.19.534.080.42.00	COMMUNICATIONS	1,156	1,235	1,500	1,500	1,500		1,500	0.0%
405.19.534.080.43.00	TRAVEL/HOTEL/PER DIEMS	-	-	100	100	100		100	0.0%
405.19.534.080.47.00	PUBLIC UTILITY SERVICE	8,642	8,494	9,504	7,000	9,504		9,504	0.0%
405.19.534.080.47.03	PUBLIC UTILITY SERVICE - CITY	-	-	-	-	-		-	0.0%
405.19.534.080.49.00	MISCELLANEOUS	-	65	-	-	-		-	0.0%
405.19.534.080.49.01	REGISTRATION	-	-	200	200	200		200	0.0%
Total Water Intake Operations		**95,827**	**104,197**	**147,614**	**143,310**	**118,238**	**-**	**118,238**	**-19.9%**
Total Water Intake (19)		**100,521**	**111,364**	**153,314**	**147,510**	**123,938**	**-**	**123,938**	**-19.2%**
TOTAL EXPENDITURES		**$ 2,934,160**	**$ 2,813,586**	**$ 4,272,555**	**$ 3,299,341**	**$ 2,622,994**	**$ 2,049,400**	**$ 4,672,394**	**9.4%**
PLUS, ENDING CASH, DECEMBER 31		**7,093,160**	**7,437,091**	**6,050,957**	**7,196,071**	**5,731,957**	**-**	**5,731,957**	**-5.3%**
TOTAL APPROPRIATION		**$ 10,027,320**	**$ 10,250,677**	**$ 10,323,512**	**$ 10,495,412**	**$ 8,354,951**	**$ 2,049,400**	**$ 10,404,351**	**0.8%**

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

Employees:

Department / Classification	2017 Actual	2018 Actual	2019 Amended Budget	2020 Proposed Budget	2020 Changes from 2019
STORM WATER					
Public Works Director	0.20	0.20	0.20	0.15	-0.05
Street/Stormwater Superintendent	0.50	0.50	0.50	0.50	0.00
Public Works Office Manager	0.25	0.20	0.20	0.20	0.00
Community Development Director	0.15	0.05	0.15	0.00	-0.15
Planning and Building Manager	0.00	0.00	0.10	0.10	0.00
Storm/Wastewater Collection Specialist	1.00	1.00	1.00	1.00	0.00
Storm/Wastewater Collection Specialist	0.50	0.50	0.50	0.50	0.00
Engineering Tech. III	0.06	0.03	0.20	0.03	-0.17
Engineering Tech II	0.00	0.00	0.20	0.03	-0.17
Equipment Operator I	0.25	0.25	0.25	0.25	0.00
Equipment Operator II	0.25	0.25	0.25	0.25	0.00
PW Property Maint. Aide (Seasonal)	0.26	0.26	0.26	0.26	0.00
Total Storm Water Employees (FTE)	**3.42**	**3.24**	**3.81**	**3.27**	**-0.54**

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.

2019 Accomplishments:

- Removed numerous hazards and blockages from storm drainage system
- Installed new storm line on NW Center Street and added catch basin
- Installed new storm line on NW Geary and added catch basins

- Identified and replaced several failing brick catch basins
- Cleaned catch basins throughout the city
- Cleaned catch basins in Lewis County through our interlocal agreement

2020 Goals and Objectives:

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

Significant Changes 2020:

$175,000 for storm line replacement of a problematic 24" clay storm line on Pacific Avenue as part of a larger project has been carried forward to 2020. $30,000 is included for the Stormwater portion of new billing software, which is also a carryover from 2019.

STORM WATER FUND

SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

STORM WATER FUND	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 Year-End Estimate	2020 Proposed Budget	Change 2018-2019	% Change 2020-2019
REVENUE SOURCE							
Charges for services	$ 604,626	$ 645,495	$ 784,070	$ 693,710	$ 677,015	$ (107,055)	-13.7%
Hookup/Connection Charge	76,976	1,712	2,100	10,560	29,750	27,650	1316.7%
Fines/Forfeitures	5,794	8,900	5,000	5,420	6,700	1,700	34.0%
Interest Earnings	5,129	17,371	9,570	27,320	22,230	12,660	132.3%
Misc. Other Revenues	697	343	30	930	-	(30)	-100.0%
Agendy Deposits	25	-	-	-	-	-	0.0%
TOTAL REVENUES	**$ 693,247**	**$ 673,821**	**$ 800,770**	**$ 737,940**	**$ 735,695**	**$ (65,075)**	**-8.1%**
EXPENDITURES						-	
Salaries & Wages	$ 179,635	$ 182,122	$ 238,360	$ 235,952	$ 206,831	$ (31,529)	-13.2%
Benefits	97,290	100,870	119,866	119,420	110,520	$ (9,346)	-7.8%
Supplies	40,955	66,119	55,762	57,953	55,352	$ (410)	-0.7%
Services	41,774	42,534	42,948	74,573	46,140	3,192	7.4%
Capital Outlay	-	30,190	240,800	15,941	175,200	(65,600)	-27.2%
Interfund Service	70,192	85,547	88,790	107,218	88,790	-	0.0%
TOTAL EXPENDITURES	**$ 429,846**	**$ 507,382**	**$ 786,526**	**$ 611,057**	**$ 682,833**	**$ (103,693)**	**-13.2%**
Increase (Decrease) in Fund Balance	**$ 263,401**	**$ 166,439**	**$ 14,244**	**$ 126,883**	**$ 52,862**	**$ 38,618**	**271.1%**
Beginning Cash, January 1	834,822	1,098,223	1,264,662	1,264,662	1,391,545	126,883	10.0%
ENDING CASH, DECEMBER 31	**$ 1,098,223**	**$ 1,264,662**	**$ 1,278,906**	**$ 1,391,545**	**$ 1,444,407**	**$ 165,501**	**12.9%**

FUND: 406 -STORM AND SURFACE WATER FUND **REVENUES**

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Changes 2020-2019
REVENUE SOURCE									
Charges for Goods & Services									
406.343.010.01	SINGLE FAMILY RESIDENTIAL	$ 185,956	$ 199,456	$ 246,340	$ 212,440	$ 199,280	$ -	$ 199,280	-19.1%
406.343.010.02	CLOSED NON-SINGLE FAMILY RESID	324,129	355,542	435,740	381,030	353,570	-	353,570	-18.9%
406.343.010.03	OPEN NON-SINGLE FAMILY RESID	86,302	83,879	96,690	89,890	86,690	-	86,690	-10.3%
406.343.010.23	INTER-DEPARTMENT	-	-	-	-	29,075		29,075	0.0%
406.343.010.30	UTILITY HOOK UP/CONNECTION	76,976	1,712	2,100	10,560	29,750	-	29,750	1316.7%
406.343.010.93	ADMINISTRATIVE FEE	313	260	300	-	190	-	190	-36.7%
406.343.010.96	OTHER ACCTS REC-REPAIRS,ETC	7,926	6,358	5,000	10,350	8,210	-	8,210	64.2%
Total Charges for Goods & Services		**681,602**	**647,207**	**786,170**	**704,270**	**706,765**	**-**	**706,765**	**-10.1%**
Fines/Forfeitures									
406.359.000.00	LATE PAYMENT FEES	5,794	8,900	5,000	5,420	6,700	-	6,700	34.0%
Total Fines/Forfeitures		**5,794**	**8,900**	**5,000**	**5,420**	**6,700**	**-**	**6,700**	**34.0%**
Interest Earnings									
406.361.011.00	INTEREST EARNINGS	5,129	17,371	9,570	27,320	22,230	-	22,230	132.3%
Total Interest Earnings		**5,129**	**17,371**	**9,570**	**27,320**	**22,230**	**-**	**22,230**	**132.3%**
Misc. Other Revenues									
406.369.010.00	SALE OF SCRAP OR JUNK	697	100	-	850	-	-	-	0.0%
406.369.010.01	SALE OF SCRAP OR JUNK-Taxed	-	197		-			-	0.0%
Total Misc. Other Revenues		**697**	**297**	**-**	**850**	**-**	**-**	**-**	**0.0%**
Agency Deposits									
406.389.030.04	DUE TO STATE - SALES TAX	25	46	30	80	-	-	-	-100.0%
Total Agency Deposits		**25**	**46**	**30**	**80**	**-**	**-**	**-**	**-100.0%**
TOTAL REVENUES		**$ 693,247**	**$ 673,821**	**$ 800,770**	**$ 737,940**	**$ 735,695**	**$ -**	**$ 735,695**	**-8.1%**
PLUS, BEGINNING CASH, JANUARY 1		**834,822**	**1,098,223**	**1,264,662**	1,264,662	**1,391,545**	**-**	**1,391,545**	**10.0%**
TOTAL REVENUE APPROPRIATION		**$ 1,528,069**	**$ 1,772,044**	**$ 2,065,432**	**$ 2,002,602**	**$ 2,127,240**	**$ -**	**$ 2,127,240**	**3.0%**

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

EXPENDITURES

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
EXPENDITURES									
SSWU Engineering Services									
406.06.531.020.11.00	SALARIES AND WAGES	$ 2,530	$ 1,659	$ 4,696	$ 4,696	$ 3,672		$ 3,672	-21.8%
406.06.531.020.21.00	PERSONNEL BENEFITS	1,833	1,124	3,342	3,342	2,406		2,406	-28.0%
406.06.531.020.24.00	UNIFORMS & CLOTHING	11	9	13	13	20		20	53.8%
406.06.531.020.31.00	OFFICE & OPERATING SUPPLIES	66	27	82	82	123		123	50.0%
406.06.531.020.32.00	FUEL CONSUMED	69	35	56	56	129		129	130.4%
406.06.531.020.35.00	SMALL TOOLS & MINOR EQUIPMENT	1,148	632	424	424	180		180	-57.5%
406.06.531.020.41.00	PROFESSIONAL SERVICES	78	59	60	60	90		90	50.0%
406.06.531.020.42.00	COMMUNICATIONS	2	-	4	4	27		27	575.0%
406.06.531.020.43.00	TRAVEL/HOTEL/PER DIEMS	-	-	16	16	80		80	400.0%
406.06.531.020.44.00	ADVERTISING	6	3	24	24	36		36	50.0%
406.06.531.020.46.00	INSURANCE	190	228	228	228	170		170	-25.4%
406.06.531.020.48.00	REPAIR & MAINT- FACILITIES	-	4	-		-		-	0.0%
406.06.531.020.48.01	REPAIR & MAINT - EQUIPMENT	-	-	32	32	30		30	-6.3%
406.06.531.020.48.02	R & M - SOFTWARE/HARDWARE	-	-	16	16	42		42	162.5%
406.06.531.020.49.00	MISCELLANEOUS	146	135	-		-		-	0.0%
406.06.531.020.49.01	REGISTRATION	-	-	40	40	60		60	50.0%
406.06.531.020.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	-	-	326	326	503		503	54.3%
406.06.531.020.49.04	GOVT PERMIT & RECORDING FEES	-	-	326	326	-		-	-100.0%
406.06.594.048.71.00	CAPITAL LEASES - PRINCIPAL	-	-	-		158		158	0.0%
406.06.594.048.71.00	CAPITAL LEASES - INTEREST	-	-	-		42		42	0.0%
Total SSWU Engineering Services		**6,079**	**3,915**	**9,685**	**9,685**	**7,768**	**-**	**7,768**	**-19.8%**
SSWU Administration									
406.06.531.031.11.00	SALARIES AND WAGES	70,915	69,513	96,618	96,618	71,666		71,666	-25.8%
406.06.531.031.11.02	SALARIES AND WAGES - ADM SUPPORT	13,719	11,315	11,544	11,544	11,544		11,544	0.0%
406.06.531.031.21.00	PERSONNEL BENEFITS	27,615	27,676	36,742	36,742	28,105		28,105	-23.5%
406.06.531.031.21.02	PERSONNEL BENEFITS- ADM SUPPORT	7,859	6,460	6,803	6,803	6,749		6,749	-0.8%
406.06.531.031.31.00	OFFICE & OPERATING SUPPLIES	1,386	1,173	1,200	1,200	1,200		1,200	0.0%
406.06.531.031.32.00	FUEL CONSUMED	758	791	850	700	850		850	0.0%
406.06.531.031.35.00	SMALL TOOLS & MINOR EQUIPMENT	201	-	1,500	1,500	500		500	-66.7%
406.06.531.031.40.16	INTERGOVERNMENTAL-LC EMERGENCY				2,415			-	0.0%
406.06.531.031.41.00	PROFESSIONAL SERVICES	108	110	500	35,000	-		-	-100.0%
406.06.531.031.42.00	COMMUNICATIONS	4,401	3,019	2,545	3,100	2,680		2,680	5.3%
406.06.531.031.43.00	TRAVEL/HOTEL/PER DIEMS	-	-	100	100	481		481	381.0%
406.06.531.031.44.00	ADVERTISING	197	169	200	-	200		200	0.0%
406.06.531.031.46.00	INSURANCE	6,369	6,506	6,878	8,379	7,148		7,148	3.9%
406.06.531.031.47.00	PUBLIC UTILITY SERVICE	2,457	2,652	2,650	2,650	2,700		2,700	1.9%
406.06.531.031.47.03	PUBLIC UTILITY SERVICE - CITY	-	-	-	-	2,350		2,350	0.0%
406.06.531.031.48.00	REPAIR & MAINT- FACILITIES	764	1,272	-	193	-		-	0.0%
406.06.531.031.48.01	REPAIR & MAINT - EQUIPMENT	-	-	700	700	700		700	0.0%
406.06.531.031.48.02	R & M - SOFTWARE/HARDWARE	-	-	1,000	1,000	1,000		1,000	0.0%
406.06.531.031.49.00	MISCELLANEOUS	175	129	-		-		-	0.0%
406.06.531.031.49.01	REGISTRATION	-	-	200	200	470		470	135.0%
406.06.531.031.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	-	-	200	200	200		200	0.0%
406.06.531.031.49.04	GOVT PERMIT & RECORDING FEES	-	-	326	326	326		326	0.0%
406.06.531.031.40.03	EXTERNAL TAXES & OPER ASSESS	12,870	13,935	10,325	10,448	10,325		10,325	0.0%
Total SSWU Administration		**149,794**	**144,720**	**180,881**	**219,818**	**149,194**	**-**	**149,194**	**-17.5%**
SSWU Training									
406.06.531.034.43.00	TRAVEL/HOTEL/PER DIEMS	30	-	300	200	300		300	0.0%
406.06.531.034.49.00	MISCELLANEOUS	21	-	-		-		-	0.0%
406.06.531.034.49.01	REGISTRATION	-	-	800	300	800		800	0.0%
406.06.531.034.49.04	GOVT PERMIT & RECORDING FEES	-	-	326	326	326		326	0.0%
Total SSWU Training		**51**	**-**	**1,426**	**826**	**1,426**	**-**	**1,426**	**0.0%**
SSWU Maintenance									
406.06.531.035.11.00	SALARIES AND WAGES	82,730	98,860	117,889	117,889	112,579		112,579	-4.5%
406.06.531.035.11.05	SALARIES AND WAGES - PT	4,821	-	6,000	3,500	6,000		6,000	0.0%
406.06.531.035.11.06	SALARIES AND WAGES - VEH MC	4,621	415	-		-		-	0.0%

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

EXPENDITURES

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
406.06.531.035.12.00	OVERTIME	299	274	1,000	1,000	750		750	-25.0%
406.06.531.035.12.06	OVERTIME - PT	-	86	-	92	-		-	0.0%
406.06.531.035.21.00	PERSONNEL BENEFITS	56,794	64,886	71,859	71,859	72,140		72,140	0.4%
406.06.531.035.21.05	PERSONNEL BENEFITS - PT	854	-	1,120	650	1,120		1,120	0.0%
406.06.531.035.21.06	PERSONNEL BENEFITS - VEH MC	1,269	126	-	24	-		-	0.0%
406.06.531.035.24.00	UNIFORMS & CLOTHING	1,055	590	600	600	600		600	0.0%
406.06.531.035.31.00	OFFICE & OPERATING SUPPLIES	22,162	38,652	30,500	30,500	31,200		31,200	2.3%
406.06.531.035.32.00	FUEL CONSUMED	8,253	12,391	8,150	8,000	8,150		8,150	0.0%
406.06.531.035.35.00	SMALL TOOLS & MINOR EQUIPMENT	-	492	1,000	1,076	1,020		1,020	2.0%
406.06.531.035.41.00	PROFESSIONAL SERVICES	495	3,409	-	810	1,250		1,250	0.0%
406.06.531.035.42.00	COMMUNICATIONS	33	18	100	120	120		120	20.0%
406.06.531.035.43.00	TRAVEL/HOTEL/PER DIEMS	-	-	-	16	-		-	0.0%
406.06.531.035.44.00	ADVERTISING	-	839	100	-	100		100	0.0%
406.06.531.035.45.00	RENTALS	-	2,298	2,000	1,000	1,500		1,500	-25.0%
406.06.531.035.47.00	PUBLIC UTILITY SERVICE	1,196	59	5,000	2,500	5,000		5,000	0.0%
406.06.531.035.47.03	PUBLIC UTILITY SERVICE - CITY	-	-	-	-	-		-	0.0%
406.06.531.035.48.00	REPAIR & MAINT- FACILITIES	243	41	-		-		-	0.0%
406.06.531.035.48.01	REPAIR & MAINT - EQUIPMENT	-	-	1,000	1,000	1,000		1,000	0.0%
406.06.531.035.48.02	R & M - SOFTWARE/HARDWARE	-	-	1,000	1,000	500		500	-50.0%
406.06.531.035.49.00	MISCELLANEOUS	-	103	250	250	250		250	0.0%
406.06.531.035.49.01	REGISTRATION	-	-	-	495	-		-	0.0%
406.06.531.034.49.04	GOVT PERMIT & RECORDING FEES	-	-	326	326	326		326	0.0%
Total SSWU Maintenance		**184,825**	**223,539**	**247,894**	**242,707**	**243,605**	**-**	**243,605**	**-1.7%**
SSWU Operations									
406.06.531.038.31.00	OFFICE & OPERATING SUPPLIES	804	-	-		-		-	0.0%
406.06.531.038.31.01	OFFICE & OPERATING SUPPLIES	6,108	11,925	12,000	12,000	12,000		12,000	0.0%
406.06.531.038.48.00	REPAIR & MAINT- FACILITIES	11,968	7,500	5,000	2,500	5,000		5,000	0.0%
406.06.531.038.48.01	REPAIR & MAINT - EQUIPMENT	-	-	-	312	-		-	0.0%
Total SSWU Operations		**18,880**	**19,425**	**17,000**	**14,812**	**17,000**	**-**	**17,000**	**0.0%**
SSWU Contra Expense Offsets (General Fund)									
406.06.531.091.1A.00	WAGE CONTRA OFFSETS	9,883	13,786	14,430	18,234	14,430		14,430	0.0%
406.06.531.091.2A.00	BENEFIT CONTRA OFFSETS	4,693	7,313	7,790	8,826	7,790		7,790	0.0%
406.06.531.091.3A.00	SUPPLIES CONTRA OFFSETS	316	274	250	528	250		250	0.0%
406.06.531.091.4A.00	SERVICES CONTRA OFFSETS	3,152	7,196	4,940	9,474	4,940		4,940	0.0%
Total SSWU Contra Expense Offsets (General Fund)		**18,044**	**28,569**	**27,410**	**37,062**	**27,410**	**-**	**27,410**	**0.0%**
SSWU Contra Expense Offsets (Water Fund)									
406.06.531.099.1A.00	WAGE CONTRA OFFSETS	22,535	26,029	27,710	33,506	27,710		27,710	0.0%
406.06.531.099.2A.00	BENEFIT CONTRA OFFSETS	14,916	16,848	16,900	22,220	16,900		16,900	0.0%
406.06.531.099.3A.00	SUPPLIES CONTRA OFFSETS	4,445	3,746	5,250	3,985	5,250		5,250	0.0%
406.06.531.099.4A.00	SERVICES CONTRA OFFSETS	10,252	10,355	11,520	10,445	11,520		11,520	0.0%
Total SSWU Contra Expense Offsets (Water Fund)		**52,148**	**56,978**	**61,380**	**70,156**	**61,380**	**-**	**61,380**	**0.0%**
SSWU Due to State									
406.06.589.030.00.04	DUE TO STATE - SALES TAX	25	46	50	50	50	-	50	0.0%
Total SSWU Due to State		**25**	**46**	**50**	**50**	**50**	**-**	**50**	**0.0%**
SSWU Capital Outlays									
406.06.594.031.62.00	BUILDINGS AND STRUCTURES	-	16,509	35,000	590	-	-	-	-100.0%
406.06.594.031.64.00	MACHINERY & EQUIPMENT	-	13,681	30,800	338	-	-	-	-100.0%
406.06.594.031.65.00	CONSTRUCTION PROJECT	-		175,000	-	-	175,000	175,000	0.0%
406.06.594.038.41.00	CONSTRUCTION PROJECT-ENGINEERING	-		-	15,000	-	-	-	0.0%
406.06.594.038.81.00	CAPITAL LEASES - INTEREST	-	-	-	13	-		-	0.0%
Total SSWU Capital Outlays		**-**	**30,190**	**240,800**	**15,941**	**-**	**175,000**	**175,000**	**-27.3%**
TOTAL EXPENDITURES		**$ 429,846**	**$ 507,382**	**$ 786,526**	**$ 611,057**	**$ 507,833**	**$ 175,000**	**$ 682,833**	**-13.2%**
PLUS, ENDING CASH, DECEMBER 31		**1,098,223**	**1,264,662**	**1,278,906**	**1,391,545**	**1,444,407**	**-**	**1,444,407**	**12.9%**
TOTAL APPROPRIATION		**$ 1,528,069**	**$ 1,772,044**	**$ 2,065,432**	**$ 2,002,602**	**$ 1,952,240**	**$ 175,000**	**$ 2,127,240**	**3.0%**

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AIRPORT
Airport Fund 407 Department 09

Employees:

Department / Classification	2017 Actual	2018 Actual	2019 Amended Budget	2020 Proposed Budget	2020 Changes from 2019
AIRPORT					
Airport Director	1.00	0.00	0.00	0.00	0.00
Community Development Director	0.15	0.15	0.25	0.00	-0.25
Public Works Director	0.00	0.00	0.00	0.25	0.25
Airport Operations Coordinator	0.00	1.00	1.00	1.00	0.00
Airport Maintenance Technician	1.00	1.00	1.00	1.00	0.00
Office Manager	1.00	1.00	1.00	1.00	0.00
Airport Maintenance Worker	1.00	1.00	1.00	1.00	0.00
Planning and Building Manager	0.00	0.00	0.10	0.10	0.00
Summer Intern (Seasonal)	0.25	0.25	0.25	0.25	0.00
Total Airport Employees (FTE)	**4.40**	**4.40**	**4.60**	**4.60**	**0.00**

Mission and Responsibilities:

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

2019 Accomplishments:

- Successfully negotiated an Offer to Lease for Tract 16-B (The Wave Car Wash) for 1 acre of non-aeronautical Airport property, which was approved by the City Council.
- Anticipate successful negotiation of an Offer to Lease for Tract 10 for 3.28 acres of non-aeronautical Airport property, which will be presented to the Council for consideration.
- In 2018 an aviation-based STEM program was presented to five local high schools. In 2019 W.F. West High School adopted the STEM program and for 2020 Centralia High School is planning on implementation.
- Completed the closing FAA paperwork for the Apron Rehabilitation Project
- Closed out an infrastructure project funded by .09 funds which created infrastructure for the future development of the Discover! Children's Museum.

- Initiated the Taxiway Realignment Project which is the largest single project undertaken by the Airport using federal funding for 90% of the $2.8 million project and an additional 5% from the State of Washington.
- Helped to create and/or sustain local jobs through the use of local contractors, the Taxiway Realignment Project being the most noteworthy.
- Completed an infrastructure project as a partner in the construction of Chehalis' first electric vehicle fast charge station, using State grant monies as the major source of funds.
- Leap the Levee was completed for the fourth consecutive year. This 5K run helps raise awareness for local events or groups such as the Discover! Children's Museum. All proceeds from the run are donated to a local cause. This year was Discover! Children's Museum.
- The airport helped host the Experimental Aircraft Association (EAA) and their Young Eagles Day on July 27th. This event typically coincides with Chehalis Fest and was a great success again this year with much more community involvement that included two food vendors, and children's activities in addition to the flights. The EAA flew 210 Young Eagle Flights this year in one day.

- Continued to work with the FAA on the Airport Layout Plan (ALP) update, which is expected to be approved in early 2020.
- Assisted with the creation of a Coalition for Safety, Security, and Cleanliness to focus on the commercial district that is on the east side of the Airport. Members of the group include several local tenants and businesses located in Chehalis as well as Twin Transit and the CCRT.
- Assisted with the creation of a group focused on Aviation and Education with the goal of creating a clear career path for aviation professionals within our community. Members of the group include the President of Centralia College, a CTE teacher from W.F. West, the CTE Director from Centralia High School, the Director of Aviation from the WSDOT as well as others.

2020 Goals and Objectives:

- Work with Rich Development in coordinating the full development of the 16.22 acres of Airport owned land that they have leased from the City.
- Work with the owners of The Wave Carwash in developing their new site located at 1815 NW Louisiana Avenue, which is leased from the City.
- Apply for a Community Airport Revitalization Board (CARB) grant for the above-ground fuel storage system project, which is estimated to cost $750,000
- Contingent on the CARB grant, complete the transition process to an above-ground fuel storage system with an updated fuel terminal for improved efficiency and environmental safety
- Perform bathroom facilities maintenance on the exterior restrooms. Currently, the facilities are adequate. However, they require some minor cosmetic and structural refurbishment

Significant Changes 2020:

Notable changes since the last fiscal year include:

- Estimated revenue is decreased significantly in 2020 due to the expected completion of the Taxiway Realignment Project that was funded with one-time grant funds. However, other revenues are increasing slightly due to a modest increase in hangar lease rates, increased fuel sales, and additional monthly leases from ground leases that have expired at the Airport reverting the improved property to Airport.
- Estimated expenditures are decreased significantly in the preparation of potentially significant investments required related to above-ground fuel storage and a potential for an upcoming project with the FAA. This will also help prepare for increased development costs related to compensatory fill requirements.

AIRPORT FUND
SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

AIRPORT FUND	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Proposed Budget	Change 2020-2019	% Change 2020-2019
REVENUE SOURCE							
Intergovernmental Revenues	$ 962,587	$ 400,937	$ 2,644,795	$ 2,693,414	$ -	(2,644,795)	-100.0%
Charges for Goods and Services	483,650	525,303	471,073	666,218	536,000	64,927	13.8%
Imterest Earnings	11,853	10,971	3,140	26,232	1,750	(1,390)	-44.3%
Rents and Leases	1,062,375	1,152,429	1,121,347	1,071,255	1,143,344	21,997	2.0%
Miscellaneous Other Revenues	265	42,738	375	1,214	300	(75)	-20.0%
Interfund Loan	-	279,427	-	-	-	-	0.0%
Agency Deposits	175,934	290,623	182,443	191,167	190,700	8,257	4.5%
Other Financing Source	307,290	1,620	-	945	-	-	0.0%
TOTOAL REVENUES	**$ 3,003,954**	**$ 2,704,048**	**$ 4,423,173**	**$ 4,650,445**	**$ 1,872,094**	**$ (2,551,079)**	**-57.7%**
EXPENDITURES							
Salaries & Wages	$ 213,579	$ 213,265	$ 253,501	$ 262,562	$ 263,942	10,441	4.1%
Benefits	108,037	116,799	145,666	144,188	146,541	875	0.6%
Supplies	399,935	443,781	438,500	554,342	486,600	48,100	11.0%
Services	198,647	189,153	231,950	126,936	156,210	(75,740)	-32.7%
Capital Outlay	1,601,779	412,733	2,973,678	2,857,678	35,500	(2,938,178)	-98.8%
Interfund Loan Repayment	-	16,590	68,095	68,095	73,600	5,505	8.1%
Debt Service	1,598,831	336,349	32,151	32,151	26,685	(5,466)	-17.0%
Custodial Disbursement	174,129	190,628	183,059	148,997	190,700	7,641	4.2%
Interfund Service	155,110	104,957	103,460	103,460	103,460	-	0.0%
TOTAL EXPENDITURES	**$ 4,450,047**	**$ 2,024,255**	**$ 4,430,060**	**$ 4,298,409**	**$ 1,483,238**	**$ (2,946,822)**	**-66.5%**
Increase (Decrease) in Fund Balance	**$(1,446,093)**	**$ 679,793**	**$ (6,887)**	**$ 352,036**	**$ 388,856**	**$ 395,743**	**-5746.2%**
Beginning Cash, January 1	1,817,718	371,625	1,051,418	1,051,418	1,403,454	352,036	33.5%
ENDING CASH, DECEMBER 31	**$ 371,625**	**$ 1,051,418**	**$ 1,044,531**	**$ 1,403,454**	**$ 1,792,310**	**$ 747,779**	**71.6%**

FUND: 407 - AIRPORT FUND **REVENUES**

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimates	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
REVENUE SOURCE									
Intergovernmental Revenues									
407.331.020.00	FAA AIRPORT IMPROVEMENT GRANT	$ 108,672	$ 18,034	$ 2,505,611	$ 2,505,611	$ -	$ -	$ -	-100.0%
407.334.002.70	STATE RCO GRANT	803,771	114,600	-	-	-		-	0.0%
407.334.003.60	STATE DOT GRANTS	40,472	12,839	-	-	-		-	0.0%
407.334.036.00	STATE DOT Grants	-		139,184	139,184	-	-	-	-100.0%
407.337.009.36	Lewis County Board of Commissioners	-	37,485	-		-		-	0.0%
407.337.009.38	DISTRESSED COUNTIES - DISCOVERY!	9,672	217,979	-	48,619	-	-	-	0.0%
Total Intergovernmental Revenues		**962,587**	**400,937**	**2,644,795**	**2,693,414**	**-**	**-**	**-**	**-100.0%**
Charges for Goods and Services									
407.344.050.00	FUEL SALES	480,885	524,221	470,073	665,073	535,000		535,000	13.8%
407.344.050.01	FUEL FOR RENTAL CARS	10		-	-	-		-	0.0%
407.322.040.00	RIGHT-OF-WAY OCCUPANCY PERMITS	1,350		-	-	-		-	0.0%
407.347.030.00	CULTURE & RECREATION REVENUE	1,405	1,082	1,000	1,145	1,000		1,000	0.0%
Total Charges for Goods and Services		**483,650**	**525,303**	**471,073**	**666,218**	**536,000**	**-**	**536,000**	**13.8%**
Penalties									
407.359.000.00	Other Fines	-	60		14	-		-	
Total Penalties		**-**	**60**	**-**	**14**	**-**	**-**	**-**	**-**
Interest Earnings									
407.361.011.00	INTEREST EARNINGS	11,853	10,971	3,140	26,232	1,750		1,750	-44.3%
Total Interest Earnings		**11,853**	**10,971**	**3,140**	**26,232**	**1,750**	**-**	**1,750**	**-44.3%**
Rents & Leases									
407.362.010.00	RENTAL CAR FEES	1,950	1,530	1,000	500	500		500	-50.0%
407.362.020.00	PARKING/DEPOSITS	67	-	150	-	150		150	0.0%
407.362.050.00	HANGARS	82,426	97,165	92,323	95,295	116,501		116,501	26.2%
407.362.050.01	CAPITAL LEASE RECEIPTS	977,932	1,050,964	1,023,944	968,435	1,022,263		1,022,263	-0.2%
407.362.090.00	OTHER RENTS/USES	-	2,770	3,930	2,025	3,930		3,930	0.0%
407.362.090.02	LEASE DEPOSITS	-	-	-	5,000	-		-	0.0%
Total Rents and Leases		**1,062,375**	**1,152,429**	**1,121,347**	**1,071,255**	**1,143,344**	**-**	**1,143,344**	**2.0%**
Other Misc. Revenues									
407.369.091.00	MISCELLANEOUS INCOME	190	42,603	300	1,200	300		300	0.0%
407.369.091.04	OTHER MISC REV - TAXED	75	75	75	-	-		-	-100.0%
Total Misc Revenues		**265**	**42,678**	**375**	**1,200**	**300**	**-**	**300**	**-20.0%**
Interfund Loan									
407.381.010.05	INTERFUND LOAN PROCEED -405	-	279,427	-	-	-		-	0.0%
Total Interfund Loan		**-**	**279,427**	**-**	**-**	**-**	**-**	**-**	**0.0%**
Agency Deposits									
407.313.023.00	RENTAL CAR TAX	-	-	-		30		30	0.0%
407.389.010.01	LEASE ESCROW DEPOSIT	-	100,000	-	21	-		-	0.0%
407.389.030.00	RENTAL CAR TAX	115	90	82	27	-		-	-100.0%
407.389.030.04	DUE TO STATE - SALES TAX	39,089	43,113	39,032	54,536	43,950		43,950	12.6%
407.389.030.06	LEASEHOLD EXCISE TAX LIABILITY	136,730	147,420	143,329	136,583	146,720		146,720	2.4%
Total Agency Deposits		**175,934**	**290,623**	**182,443**	**191,167**	**190,700**	**-**	**190,700**	**4.5%**
Other Financing Source									
407.391.090.00	PROCEEDS OF L/T DEBT-FILL PROJECT	300,000	1,620	-	-	-		-	0.0%
407.395.010.00	PROCEEDS FROM SALES OF CAP ASSETS	7,290		-	945	-		-	0.0%
Total Other Financing Source		**307,290**	**1,620**	**-**	**945**	**-**	**-**	**-**	**0.0%**
TOTAL REVENUES		**$ 3,003,954**	**$ 2,704,048**	**$ 4,423,173**	**$ 4,650,445**	**$ 1,872,094**	**$ -**	**$ 1,872,094**	**-57.7%**
PLUS, BEGINNING CASH, JANUARY 1		**1,817,718**	**371,625**	**1,051,418**	**1,051,418**	**1,403,454**	**-**	**1,403,454**	**33.5%**
TOTAL REVENUE APPROPRIATION		**$ 4,821,672**	**$ 3,075,673**	**$ 5,474,591**	**$ 5,701,863**	**$ 3,275,548**	**$ -**	**$ 3,275,548**	-40.2%

Airport Fund 1 of 1

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

EXPENDITURES

Account Number	Account Titles	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
EXPENDITURES									
General Administration									
407.09.546.010.11.00	SALARIES AND WAGES	$ 209,473	$ 203,224	$ 155,949	$ 157,393	$ 166,390		$ 166,390	6.7%
407.09.546.010.11.05	SALARIES AND WAGES - PT	4,106	9,319	-	7,995	-		-	0.0%
407.09.546.010.21.00	PERSONNEL BENEFITS	106,793	115,739	79,333	77,570	79,914		79,914	0.7%
407.09.546.010.21.05	PERSONNEL BENEFITS - PT	466	1,060	-	1,000	-		-	0.0%
407.09.546.010.24.00	UNIFORMS & CLOTHING	778	722	500	300	500		500	0.0%
407.09.546.010.31.00	OFFICE & OPERATING SUPPLIES	24,659	30,849	4,000	8,162	6,000		6,000	50.0%
407.09.546.010.32.00	FUEL CONSUMED	7,030	5,888	1,000	998	1,100		1,100	10.0%
407.09.546.010.33.00	FUEL PURCHASED FOR RESALE	366,019	398,971	400,000	495,516	440,000		440,000	10.0%
407.09.546.010.35.00	SMALL TOOLS & MINOR EQUIPMENT	2,227	8,073	1,000	3,000	1,000	3,500	4,500	350.0%
407.09.546.010.41.00	PROFESSIONAL SERVICES	102,515	85,911	21,000	22,436	12,000		12,000	-42.9%
407.09.546.010.42.00	COMMUNICATIONS	6,117	5,993	6,300	7,808	7,500		7,500	19.0%
407.09.546.010.43.00	TRAVEL/HOTEL/PER DIEMS	334	977	3,000	1,730	4,000		4,000	33.3%
407.09.546.010.43.46	PROMOTIONAL HOSTING	-	-	1,250	647	1,250		1,250	0.0%
407.09.546.010.44.00	ADVERTISING	3,691	2,686	5,000	1,883	5,000		5,000	0.0%
407.09.546.010.45.00	OPERATING RENTALS/LEASES	4,004	2,481	-	351	550		550	0.0%
407.09.546.010.46.00	INSURANCE	22,271	24,534	27,500	25,219	33,640		33,640	22.3%
407.09.546.010.47.00	PUBLIC UTILITY SERVICE	22,470	18,167	24,000	22,848	24,650		24,650	2.7%
407.09.546.010.47.03	PUBLIC UTILITY SERVICE - CITY	-	-	-	-	350		350	0.0%
407.09.546.010.48.00	REPAIR & MAINT- FACILITIES	13,551	23,399	-	7,763	-		-	0.0%
407.09.546.010.48.02	REPAIR & MAINT - IT SOFTWARE/HARDWARE	-	-	2,000	1,773	1,000		1,000	-50.0%
407.09.546.010.49.00	MISCELLANEOUS	6,127	8,355	1,300	6,000	500		500	-61.5%
407.09.546.010.49.01	REGISTRATION	-	285	4,200	1,200	4,200		4,200	0.0%
407.09.546.010.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	-	-	3,000	1,600	3,000		3,000	0.0%
407.09.546.010.49.03	MISCELLANEOUS - CC FEES	7,038	7,705	12,150	11,645	13,375		13,375	10.1%
407.09.546.010.49.04	GOV/RECORDING FEES	-	-	-	372	200		200	0.0%
407.09.546.010.40.15	INTERGOVT PROF SVCS - LEWIS COUNTY	6,799	5,763	-	-	-		-	0.0%
407.09.546.010.40.03	EXTERNAL TAXES & OPER ASSESS	2,687	2,637	3,250	2,711	3,250		3,250	0.0%
Total General Administration		**919,155**	**962,738**	**755,732**	**867,920**	**809,369**	**3,500**	**812,869**	**7.6%**
Contra Expense Offsets (General Fund)									
407.09.546.091.1A.00	WAGE CONTRA OFFSETS	70,103	49,737	49,150	49,150	49,150		49,150	0.0%
407.09.546.091.2A.00	BENEFIT CONTRA OFFSETS	43,627	30,621	31,750	31,750	31,750		31,750	0.0%
407.09.546.091.3A.00	SUPPLIES CONTRA OFFSETS	2,483	1,015	880	880	880		880	0.0%
407.09.546.091.4A.00	SERVICES CONTRA OFFSETS	38,897	23,584	21,680	21,680	21,680		21,680	0.0%
Total Contra Expense Offsets (General Fund)		**155,110**	**104,957**	**103,460**	**103,460**	**103,460**	**-**	**103,460**	**0.0%**
Educational Activities									
407.09.571.010.41.00	PROFESSIONAL SERVICES	1,043	260	2,000	466	-		-	-100.0%
Total Educational Activities		**1,043**	**260**	**2,000**	**466**	**-**	**-**	**-**	**-100.0%**
Due to Other Agencies									
407.09.589.030.00.04	DUE TO STATE - SALES TAX	39,056	43,118	40,000	36,026	43,950		43,950	9.9%
407.09.589.030.00.06	LEASEHOLD EXCISE TAX LIABILITY	134,908	147,420	143,000	112,911	146,720		146,720	2.6%
407.09.589.030.00.10	RENTAL CAR TAXES	165	90	59	60	30		30	-49.2%
Total Due to Other Agencies		**174,129**	**190,628**	**183,059**	**148,997**	**190,700**	**-**	**190,700**	**4.2%**
Debt Service Payments - Principal									
407.09.581.020.05.00	INTERFUND LOAN REPAYMENT - 405	-	16,590	68,095	68,095	69,490		69,490	2.0%
407.09.591.046.71.00	PRINCIPAL - G.O. BONDS	1,532,672		-		-		-	0.0%
407.09.591.046.71.01	PRINCIPAL - ARKANSAS WAY	15,348	15,815	16,296	16,296	16,793		16,793	3.0%
407.09.591.046.71.02	LOAN PRINCIPAL - TRACT 5A	2,958	297,042	-		-		-	0.0%
Total Debt Service Payment - Principal		**1,550,978**	**329,447**	**84,391**	**84,391**	**86,283**	**-**	**86,283**	**2.2%**
Debt Service Payment - Interest									
407.09.592.046.83.00	INTEREST - L/T EXTERNAL DEBT	33,106	-	-	-	-		-	0.0%
407.09.592.046.83.01	INTEREST - ARKANSAS WAY	11,335	10,868	10,389	10,389	9,892		9,892	-4.8%
407.09.592.046.83.02	LOAN INTEREST - TRACT 5A	3,412	11,018	-	-	-		-	0.0%
407.09.592.046.83.05	INTERFUND LOAN INTEREST - 405 FUND	-	1,606	5,466	5,466	4,110		4,110	-24.8%
Total Debt Service Payment - Interest		**47,853**	**23,492**	**15,855**	**15,855**	**14,002**	**-**	**14,002**	**-11.7%**
Capital Outlays									
407.09.594.046.62.00	BUILDINGS AND STRUCTURES	924,460		2,803,678	2,803,678	-		-	-100.0%
407.09.594.046.63.00	OTHER IMPROVEMENTS	642,126	393,246	30,000	-	1,000		1,000	-96.7%
407.09.594.046.63.01	OTHER IMPROVEMENTS	-	2,069	60,000	-	-		-	-100.0%
407.09.594.046.64.00	MACHINERY & EQUIPMENT	35,193	17,418	80,000	54,000	-	34,500	34,500	-56.9%

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

EXPENDITURES

Account Number	Account Titles	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
Total Capital Outlays		**1,601,779**	**412,733**	**2,973,678**	**2,857,678**	**1,000**	**34,500**	**35,500**	**-98.8%**
Maintenance									
407.9A.546.010.11.00	SALARIES AND WAGES	-	-	96,552	96,440	96,552		96,552	0.0%
407.9A.546.010.12.00	OVER TIME				99				
407.9A.546.010.21.00	PERSONNEL BENEFITS	-	-	66,333	65,618	66,627		66,627	0.4%
407.9A.546.010.24.00	UNIFORMS & CLOTHING	-	-	500	335	500		500	0.0%
407.9A.546.010.31.00	OFFICE & OPERATING SUPPLIES	-	-	16,500	26,895	20,000		20,000	21.2%
407.9A.546.010.32.00	FUEL CONSUMED	-	-	7,000	5,771	6,000		6,000	-14.3%
407.9A.546.010.35.00	SMALL TOOLS & MINOR EQUIPMENT	-	-	9,000	14,000	9,000		9,000	0.0%
407.9A.546.010.41.00	PROFESSIONAL SERVICES	-	-	70,000	1,395	27,745		27,745	-60.4%
407.9A.546.010.45.00	RENTALS	-	-	6,000	3,972	6,000		6,000	0.0%
407.9A.546.010.48.00	REPAIR & MAINT - FACILITIES	-	-	32,000	3,416	6,000		6,000	-81.3%
407.9A.546.010.48.01	REPAIR & MAINT - EQUIPMENT	-	-	8,000	1,701	2,000		2,000	-75.0%
Total Maintenance		**-**	**-**	**311,885**	**219,642**	**240,424**	**-**	**240,424**	**-22.9%**
TOTAL EXPENDITURES		**$ 4,450,047**	**$ 2,024,255**	**$ 4,430,060**	**$ 4,298,409**	**$ 1,445,238**	**$ 38,000**	**$ 1,483,238**	**-66.5%**
PLUS, ENDING CASH, DECEMBER 31		**371,625**	**1,051,418**	**1,044,531**	**1,403,454**	**1,792,310**	**-**	**1,792,310**	**71.6%**
TOTAL APPROPRIATION		**$ 4,821,672**	**$ 3,075,673**	**$ 5,474,591**	**$ 5,701,863**	**$ 3,237,548**	**$ 38,000**	**$ 3,275,548**	**-40.2%**

FIDUCIARY FUND TYPES

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

PENSION TRUST FUND

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

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

CITY AGENCY FUND

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

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

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

Purpose:

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

Funding Policy: Prior to 2020, a property tax rate of 22.5 cents per $1,000 of assessed value is levied for this fund. In addition, the annual Fire Insurance Premium Tax distribution from the state is received by this fund.

In July 28, 2019, SSB 5894 was enacted which provides that a municipality that no longer has beneficiaries receiving benefits under RCW Chapter 41.16 (firefighter's pension) may continue imposing the pension levy at 22.5 cents per $1,000 assessed value to fund medical benefits under LEOFF 1 and other municipal purposes until the municipality no longer has any LEOFF 1 retirees receiving medical benefits. The proceeds of the pension levy must first be expended for payment of medical benefits under LEOFF 1 prior to being used for any other municipal purpose.

On October 14, 2019, the City Council approved an actuarial valuation of the Firemen's Pension Fund and authorized the use of future pension levy and any excess funds from the Firemen's Pension Fund to pay LEOFF 1 medical benefits, if the actuarial valuation report establishes all or part of the levy is unnecessary to meet the estimated demands of the pension fund.

An actuarial valuation of the City of Chehalis Firefighter's Pension Fund was performed by Milliman, Inc. The actuarial valuation report dated October 29, 2019, provided that the current assets in the FPF as of January 1, 2019 is sufficient to pay all future FPF pension benefits, and the Fund is larger than the value of the expected FPF pension benefits; therefore, a portion of the excess could be used to pay these benefits. The report further recommended that use of the excess fund limited to $78,000 per year over the next 10 years.

Significant Changes 2020:

Starting 2020, the pension levy is no longer received in this fund as the actuarial valuation provided that the Fund has sufficient fund to pay all future pension benefits. As authorized by the City Council on October 14, 2019, future pension levy will be dedicated for the LEOFF1 OPEB reserve fund. The fire insurance premium tax will continue to be received in this fund.

The total 2020 budget is $80,270, including $12,770 for pension benefits and $67,500 transfer out to the LEOFF1 OPEB reserve fund for medical benefits.

The projected fund balance at the end of 2020 is $970,716.

FIREMEN'S PENSION FUND
SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

Firemen's Pension Fund	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 Year-End Estimate	2020 Proposed Budget	Change 2020-2019	% Change 2020-2019
REVENUE SOURCE							
Taxes	$ 143,492	$ 156,379	$ -	$ -	$ -	$ -	0.0%
Intergovernmental Revenues	13,533	13,832	-	-	-	-	0.0%
Interest Earnings	3,274	11,583	12,560	18,460	17,500	4,940	39.3%
Contribution from GF Prop Tax	-	-	165,126	165,126	-	(165,126)	-100.0%
Contribution from GF Fire Ins Tax	-	-	13,550	13,934	13,550	-	0.0%
TOTAL REVENUES	**$ 160,299**	**$ 181,794**	**$ 191,236**	**$ 197,520**	**$ 31,050**	**$ (160,186)**	**-83.8%**
EXPENDITURES							
Benefits	$ 32,990	$ 33,805	$ 78,500	$ 54,903	$ 12,770	$ (65,730)	-83.7%
Transfers Out	-	-	-	-	67,500	67,500	0.0%
TOTAL EXPENDITURES	**$ 32,990**	**$ 33,805**	**$ 78,500**	**$ 54,903**	**$ 80,270**	**$ 1,770**	**2.3%**
Increase (decrease) in Fund Balance	**$ 127,309**	**$ 147,989**	**$ 112,736**	**$ 142,617**	**$ (49,220)**	**$ (161,956)**	**-143.7%**
Beginning Cash, January 1	602,021	729,330	877,319	877,319	1,019,936	142,617	16.3%
ENDING CASH, DECEMBER 31	**$ 729,330**	**$ 877,319**	**$ 990,055**	**$ 1,019,936**	**$ 970,716**	**$ (19,339)**	**-2.0%**

FUND: 611 - FIREMEN'S PENSION FUND **REVENUES**

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
REVENUE SOURCE									
Property Taxes									
611.311.010.00	REAL AND PERSONAL PROPERTY TAX	$ 141,837	$ -	$ -	$ -	$ -		$ -	0.0%
611.311.010.01	REAL/PERSONAL PROP TAX DELINQ	1,655	-	-	-	-		-	0.0%
Total Property Taxes		**143,492**	**-**	**-**	**-**	**-**	**-**	**-**	**0.0%**
Intergovernmental Revenues									
611.336.006.91	FIRE INSURANCE PREMIUM TAX	13,533	13,832	-	-	-		-	0.0%
Total Intergovernmental Revenues		**13,533**	**13,832**	**-**	**-**	**-**	**-**	**-**	**0.0%**
Interest Earnings									
611.361.011.00	INTEREST EARNINGS	3,274	11,583	12,560	18,460	17,500		17,500	39.3%
Total Interest Earnings		**3,274**	**11,583**	**12,560**	**18,460**	**17,500**	**-**	**17,500**	**39.3%**
Contributions									
611.369.070.01	PENSION CONTRIBUTION - GF PROP TAX	-	156,379	165,126	165,126	-		-	
611.369.070.02	PENSION CONTRIBUTION - FIRE INS TAX	-	-	13,550	13,934	13,550		13,550	
Total Contributions		**-**	**156,379**	**178,676**	**179,060**	**13,550**	**-**	**13,550**	**-92.4%**
TOTAL REVENUES		**$ 160,299**	**$ 181,794**	**$ 191,236**	**$ 197,520**	**$ 31,050**	**$ -**	**$ 31,050**	**-83.8%**
PLUS, BEGINNING CASH, JANUARY 1		**602,021**	**729,330**	**877,319**	877,319	**1,019,936**	**-**	**1,019,936**	**16.3%**
TOTAL REVENUE APPROPRIATION		**$ 762,320**	**$ 911,124**	**$ 1,068,555**	**$ 1,074,839**	**$ 1,050,986**	**$ -**	**$ 1,050,986**	**-1.6%**

FUND: **611 - FIREMEN'S PENSION FUND**
DEPARTMENT: 36 FIREMEN'S PENSION

EXPENDITURES

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
EXPENDITURES									
Administration									
611.36.517.020.41.00	PROFESSIONAL SERVICES	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0.0%
Total Administration		**-**	**-**	**-**	**-**	**-**	**-**	**-**	**0.0%**
Pension & Medical Benefits									
611.36.517.021.29.01	PENSION & DISABILITY - MEDICAL	26,528	27,665	67,500	30,122	-		-	-100.0%
611.36.517.021.29.02	PENSION & DISABILITY - PENSION	6,462	6,140	11,000	24,782	12,770		12,770	16.1%
Total Pension & Medical Benefits		**32,990**	**33,805**	**78,500**	**54,903**	**12,770**	**-**	**12,770**	**-83.7%**
Transfers Out									
611.36.597.000.05.05	TRANSFERS OUT - FUND 005	-	-	-	-	-	67,500	67,500	0.0%
Total Transfers Out		**-**	**-**	**-**	**-**	**-**	**67,500**	**67,500**	
TOTAL EXPENDITURES		**$ 32,990**	**$ 33,805**	**$ 78,500**	**$ 54,903**	**$ 12,770**	**$ 67,500**	**$ 80,270**	**2.3%**
PLUS, ENDING CASH, DECEMBER 31		**$ 729,330**	**$ 877,319**	**$ 990,055**	**$ 1,019,936**	**$ 970,716**	**$ -**	**$ 970,716**	**-2.0%**
TOTAL APPROPRIATION		**$ 762,320**	**$ 911,124**	**$ 1,068,555**	**$ 1,074,839**	**$ 983,486**	**$ 67,500**	**$ 1,050,986**	**-1.6%**

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 2020:

No significant changes are planned for this fund.

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

Agency Fund - Municipal Court Trust Fund	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 Year-End Estimate	2020 Proposed Budget	Change 2020-2019	% Change 2020-2019
REVENUE SOURCE							
Agency Deposits	$ 268,484	$ 274,040	$ 360,000	$ 275,340	$ 275,340	$ (84,660)	-23.5%
TOTAL REVENUES	**$ 268,484**	**$ 274,040**	**$ 360,000**	**$ 275,340**	**$ 275,340**	**$ (84,660)**	**-23.5%**
EXPENDITURES						-	
Agency Disbursments	$ 267,154	$ 280,816	$ 360,000	$ 269,550	$ 272,510	$ (87,490)	-24.3%
TOTAL EXPENDITURES	**$ 267,154**	**$ 280,816**	**$ 360,000**	**$ 269,550**	**$ 272,510**	**$ (87,490)**	**-24.3%**
Increase (decrease) in Fund Balance	1,330	(6,776)	-	5,790	2,830	2,830	0.0%
Beginning Cash, January 1	$ 9,560	$ 10,890	$ 4,114	$ 4,114	$ 9,904	$ 5,790	140.7%
ENDING CASH, DECEMBER 31	**$ 10,890**	**$ 4,114**	**$ 4,114**	**$ 9,904**	**$ 12,734**	**$ 8,620**	**209.5%**

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

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Total Proposed Budget	% Change 2020-2019
REVENUES SOURCE									
Agency Deposits									
633.389.030.00	MISC COURT DEPOSITS/PREPMT REC'D	268,484	274,040	360,000	275,340	275,340	-	275,340	-23.5%
Total Agency Deposits		**268,484**	**274,040**	**360,000**	**275,340**	**275,340**	**-**	**275,340**	**-23.5%**
TOTAL REVENUES		**$ 268,484**	**$ 274,040**	**$ 360,000**	**$ 275,340**	**$ 275,340**	**$ -**	**$ 275,340**	**-23.5%**
PLUS, BEGINNING CASH, JANUARY 1		**$ 9,560**	**$ 10,890**	**$ 4,114**	**$ 4,114**	**$ 9,904**	**$ -**	**$ 9,904**	**140.7%**
TOTAL REVENUE APPROPRIATION		**$ 278,044**	**$ 284,930**	**$ 364,114**	**$ 279,454**	**$ 285,244**	**$ -**	**$ 285,244**	**-21.7%**

FUND: 633 - AGENCY FUND - MUNICIPAL COURT TRUST
DEPARTMENT: NON-DEPARTMENTAL

EXPENDITURES

Account Number	Account Title	2017 Actual	2018 Actual	2019 2nd Amended Budget	2019 YE Estimate	2020 Recurring	2020 One-Time	2020 Proposed Budget	% Change 2020-2019
EXPENDITURES									
Custodial Activity									
633.00.589.030.00.00	DUE TO OTHER ENTITIES	267,154	280,816	360,000	269,550	272,510		272,510	-24.3%
Total Custodial Activity		**267,154**	**280,816**	**360,000**	**269,550**	**272,510**	**-**	**272,510**	**-24.3%**
TOTAL EXPENDITURES		**$ 267,154**	**$ 280,816**	**$ 360,000**	**$ 269,550**	**$ 272,510**	**$ -**	**$ 272,510**	**-24.3%**
PLUS, ENDING CASH, DECEMBER 31		**$ 10,890**	**$ 4,114**	**$ 4,114**	**$ 9,904**	**$ 12,734**	**$ -**	**$ 12,734**	**209.5%**
TOTAL APPROPRIATION		**$ 278,044**	**$ 284,930**	**$ 364,114**	**$ 279,454**	**$ 285,244**	**$ -**	**$ 285,244**	**-21.7%**

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Supplemental Schedules

City of Chehalis
Summary of Debt Service Payments to Be Made in 2020

Loan ID	Maturity Date	Debt Type	Payment #	Date	1/1/2020 Balance	2020 Total Payment	2020 Principal	2020 Interest	12/31/2020 Balance	Principal Acct#	Interest Acct#	
2011 LTGO Bond (US Bank)		GO	15	6/1/20	605,000.00	11,109.38		11,109.38		200.OC.591.034.71.00	200.OC.592.014.83.00	***DSF***
2011 LTGO Bond (US Bank)	12/1/2026	GO	16	12/1/20		86,109.38	75,000.00	11,109.38	530,000.00	200.OC.591.034.71.00	200.OC.592.014.83.00	***DSF***
						97,218.76	75,000.00	22,218.76				
2014 Fire Truck Purchase (SSB)	9/25/2022	GO	Various	Monthly	256,995.83	100,171.92	93,634.66	6,537.26	163,361.17	001.I1.591.022.71.00	001.I1.592.022.83.00	***FIRE***
2017 Chip Spreader Purchhse (SSB)	10/25/2024	GO	Various	Monthly	189,545.75	14,260.00	12,209.51	2,050.49		001.K1.591.095.71.00	001.K1.592.095.81.00	***STREETS (1/3)***
						28,520.00	24,419.01	4,100.99	152,917.23	003.K1.591.095.71.00	003.K1.592.095.81.00	***DED ST 4% (2/3)***
						42,780.00	36,628.52	6,151.48				
2019 LTGO Bond (Commerce Bank)	8/1/2034	GO	1	2/1/2020	894,000.00	30,193.51	22,000.00	8,193.51		200.OC.591.076.71.01	200.OC.592.014.83.01	***DSF***
2019 LTGO Bond (Commerce Bank)	8/1/2034	GO	2	8/1/2020		33,202.40	23,000.00	10,202.40	849,000.00	200.OC.591.076.71.01	200.OC.592.014.83.01	***DSF***
						63,395.91	45,000.00	18,395.91				
			General Fund Total		**1,945,541.58**	**303,566.59**	**250,263.18**	**53,303.41**	**1,695,278.40**			
L0400015 SRFL#1, Reuse (DOE)		Revenue	**29**	5/1/20	722,001.09	83,270.27	77,838.31	5,431.96	644,162.78	404.11.591.035.72.00	404.11.592.035.83.10	***WW***
L0400015 SRFL#1 (DOE)	11/1/2024	Revenue	**30**	11/1/20		83,270.27	78,423.93	4,846.34	565,738.85	404.11.591.035.72.00	404.11.592.035.83.10	***WW***
						166,540.54	156,262.24	10,278.30				
L0400016 SRFL #2, CRWRF (DOE)		Revenue	**29**	6/30/20	76,039.28	9,829.51	9,257.43	572.08	66,781.85	404.11.591.035.72.13	404.11.592.C35.83.00	***WW***
L0400016 SRFL #2 (DOE)	12/30/2023	Revenue	**30**	12/30/20		9,829.51	9,327.08	502.43	57,454.77	404.11.591.035.72.13	404.11.592.C35.83.00	***WW***
						19,659.02	18,584.51	1,074.51				
L050014A SRFL #3A, CRWRF (DOE)	6/30/2027	Revenue	**23**	6/30/20	12,229,672.83	815,311.52	815,311.52	0.00	11,414,361.31	404.11.591.035.72.11	N/A	***WW***
L050014A SRFL #3A (DOE)		Revenue	**24**	12/30/20		815,311.52	815,311.52	0.00	10,599,049.79	404.11.591.035.72.11	N/A	***WW***
						1,630,623.04	1,630,623.04	0.00				
L050014B SRFL #3B, RTB (DOE)		Revenue	**20**	3/30/20	355,910.37	19,772.80	19,772.80	0.00	336,137.57	404.11.591.035.72.12	N/A	***WW***
L050014B SRFL #3B (DOE)	9/30/2028	Revenue	**21**	9/30/20		19,772.80	19,772.80	0.00	316,364.77	404.11.591.035.72.12	N/A	***WW***
						39,545.60	39,545.60	0.00				
EL150003 SRFL , I & I (DOE)		Revenue	**4**	6/30/20	326,631.40	11,767.66	7,828.43	3,939.23	318,802.97	404.11.591.035.78.00	404.11.592.035.83.00	***WW***
EL150003 SRFL , I & I (DOE)	12/31/2036	Revenue	**5**	12/31/20		11,767.66	7,922.85	3,844.81	310,880.12	404.11.591.035.78.00	404.11.592.035.83.00	***WW***
						23,535.32	15,751.28	7,784.04				
			Wastewater Fund Total		**13,710,254.97**	**1,879,903.52**	**1,860,766.67**	**19,136.85**	**11,849,488.30**			
99-65199-013, SRFL#4, WTRRB (DOH)	10/1/2020	Revenue	20	10/1/20	48,315.28	49,523.17	48,315.28	1,207.89	0.00	405.10.591.034.78.00	405.10.592.T34.83.00	***WATER***
05-96300-008, SRFL#5, WTP Ph IV (DOH)	10/1/2026	Revenue	annual	10/1/20	441,045.35	65,211.71	63,006.48	2,205.23	378,038.87	405.10.591.034.78.01	405.10.592.T34.83.01	***WATER***
DM13-952-179 High Level (DOH)	10/1/2027	Revenue	annual	10/1/20	686,800.00	96,152.00	85,850.00	10,302.00	600,950.00	405.10.591.034.78.03	405.10.592.T34.83.03	***WATER***
DM13-952-180 Redundant Floc (DOH)	10/1/2037	Revenue	annual	10/1/20	1,090,800.00	76,962.00	60,600.00	16,362.00	1,030,200.00	405.10.591.034.78.02	405.10.592.T34.83.02	***WATER***
			Water Fund Total		**2,266,960.63**	**287,848.88**	**257,771.76**	**30,077.12**	**2,009,188.87**			
Lewis County .09 Loan Arkansas	12/1/2035	Revenue	Various	Various	337,355.51	26,682.60	16,791.57	9,891.03	320,563.94	407.09.591.046.71.01	407.09.592.046.83.01	***AIRPORT***
Interfund Loan (WA) - Tract 5A Payoff	9/30/2022	Revenue	Various	Monthly	194,534.41	73,599.00	69,489.00	4,110.00	125,045.41	407.09.581.020.05.00	407.09.592.046.83.05	***AIRPORT***
			Airport Fund Total		**531,889.92**	**100,281.60**	**86,280.57**	**14,001.03**	**445,609.3**			
			Grand Total		**18,454,647.10**	**2,571,600.59**	**2,455,082.18**	**116,518.41**	**15,999,564.92**			

2020 Salary Schedule - Effective January Payroll

Class Title	Collective Bargaining Organization	Pay Range	Step A	Step B	Step C	Step D	Step E
Accountant	Teamsters Non-Uniform	24A	4,770	5,009	5,259	5,522	5,798
Accounting Technician II	Teamsters Non-Uniform	17A	3,390	3,560	3,738	3,925	4,121
Administrative Assistant (not Fire or Airport)	Teamsters Non-Uniform	17A	3,390	3,560	3,738	3,925	4,121
Airport Operations Coordinator	Non-Represented	5N	5,478	5,752	6,039	6,341	6,658
Airport Office Manager	Non-Represented	2N	3,462	3,636	3,817	4,009	4,209
Airport Property Maintenance Technician	Non-Represented	2N	3,462	3,636	3,817	4,009	4,209
Airport Property Maintenance Worker	Non-Represented	1N	3,140	3,297	3,462	3,636	3,817
Building Official	Teamsters Non-Uniform	24A	4,770	5,009	5,259	5,522	5,798
Chief of Police	Non-Represented	12N	7,935	8,332	8,749	9,187	9,646
City Clerk	Non-Represented	4N	4,732	4,968	5,217	5,478	5,752
City Councilor	Elected	Monthly	100				
City Manager	Non-Represented	Contract	12,687				
Civil Service Secretary	Non-Represented	Hourly Rate	20.00				
Code Inspector	Non-Represented	Hourly Rate	29.00				
Community Corrections Officer (formerly Court Bailiff/Transport Officer)	Non-Represented	13A(*)	2,790	2,929	3,075	3,229	3,390
Community Services Officer	Teamsters Non-Uniform	18A	3,560	3,738	3,925	4,121	4,327
Court Clerk	Teamsters Non-Uniform	16A	3,229	3,390	3,560	3,738	3,925
Department Administrative Assistant (Fire)	Non-Represented	2N	3,462	3,636	3,817	4,009	4,209
Deputy Police Chief	Non-Represented	10N	7,197	7,556	7,935	8,332	8,749
Development Review Specialist/Building Inspector	Teamsters Non-Uniform	21A	4,121	4,327	4,543	4,770	5,009
Engineering Technician II	Teamsters Non-Uniform	22A	4,327	4,543	4,770	5,009	5,259
Engineering Technician III	Teamsters Non-Uniform	24A	4,770	5,009	5,259	5,522	5,798
Equipment Operator I	Teamsters Non-Uniform	19A	3,738	3,925	4,121	4,327	4,543
Equipment Operator II	Teamsters Non-Uniform	20A	3,925	4,121	4,327	4,543	4,770
Finance Director	Non-Represented	9N	6,854	7,197	7,556	7,935	8,332
Fire Captain	IAFF	22F	5,726	5,896	6,285	6,595	6,907
Fire Chief	Non-Represented	12N	7,935	8,332	8,749	9,187	9,646
Firefighter/Engineer	IAFF	20F	4,839	5,070	5,312	5,567	5,830
Human Resources Admin./Risk Manager	Non-Represented	8N	6,528	6,854	7,197	7,556	7,935
Journeyman Electrician/Equip. Maint. Tech.	Teamsters Non-Uniform	21A	4,121	4,327	4,543	4,770	5,009
Judicial Assistant for Sentence Monitoring	Teamsters Non-Uniform	15A	3,075	3,229	3,390	3,560	3,738
Lead Wastewater Treatment Plant Operator	Teamsters Non-Uniform	24A	4,770	5,009	5,259	5,522	5,798
Maintenance Technician - Electrical, Electronics &	Teamsters Non-Uniform	21A	4,121	4,327	4,543	4,770	5,009
Mayor	Elected	Monthly	150				
Municipal Court Administrator	Non-Represented	3N	4,639	4,871	5,114	5,370	5,639
Municipal Court Judge	Non-Represented	Contract	3,481				

Last updated 10/28/19 10/31/2019

Class Title	Collective Bargaining Organization	Pay Range	Step A	Step B	Step C	Step D	Step E
Municipal Court Judge Pro-Tem	Non-Represented	Hourly Rate	50.00				
Parking Enforcement Officer	Non-Represented	16A	3,229	3,390	3,560	3,738	3,925
Permit Technician	Teamsters Non-Uniform	19A	3,738	3,925	4,121	4,327	4,543
Police Officer (Academy graduate)	Teamsters-Police	22P	5,318	5,573	5,850	6,133	6,437
Police Officer (Non-academy graduate)	Teamsters-Police	21P	4,254				
Police Officer Assigned as Detective	Teamsters-Police	23P	5,584	5,852	6,142	6,440	6,759
Police Sergeant	Teamsters-Police	24P	7,153	7,454			
Police Sergeant Assigned as Detective	Teamsters-Police	25P	7,511	7,826			
Poplar Tree Plantation Worker/Utility Worker I	Teamsters Non-Uniform	17A	3,390	3,560	3,738	3,925	4,121
Poplar Tree Plantation Worker/Utility Worker II	Teamsters Non-Uniform	18A	3,560	3,738	3,925	4,121	4,327
Planning and Building Manager	Non-Represented	7N	6,124	6,430	6,752	7,089	7,444
Property/Facilities Manager	Non-Represented	5N	5,478	5,752	6,039	6,341	6,658
Property Maintenance Technician I	Teamsters Non-Uniform	19A	3,738	3,925	4,121	4,327	4,543
Property Maintenance Technician II	Teamsters Non-Uniform	21A	4,121	4,327	4,543	4,770	5,009
Property Maintenance Worker	Teamsters Non-Uniform	15A	3,075	3,229	3,390	3,560	3,738
Public Works Director	Non-Represented	11N	7,556	7,935	8,332	8,749	9,187
Public Works Office Manager	Teamsters Non-Uniform	20A	3,925	4,121	4,327	4,543	4,770
Records Asst./Evidence Technician	Teamsters Non-Uniform	16A	3,229	3,390	3,560	3,738	3,925
Records Technician	Teamsters Non-Uniform	17A	3,390	3,560	3,738	3,925	4,121
Recreation Assistant	Teamsters Non-Uniform	13A	2,790	2,929	3,075	3,229	3,390
Recreation/Aquatics Manager	Non-Represented	5N	5,478	5,752	6,039	6,341	6,658
Storm/Wastewater Collection Specialist	Teamsters Non-Uniform	19A	3,738	3,925	4,121	4,327	4,543
Street/Stormwater Superintendent	Non-Represented	5N	5,478	5,752	6,039	6,341	6,658
Traffic Control Technician	Teamsters Non-Uniform	20A	3,925	4,121	4,327	4,543	4,770
Utility Customer Service Representative I	Teamsters Non-Uniform	15A	3,075	3,229	3,390	3,560	3,738
Utility Customer Service Representative II	Teamsters Non-Uniform	16A	3,229	3,390	3,560	3,738	3,925
Vehicle Maintenance Technician	Teamsters Non-Uniform	20A	3,925	4,121	4,327	4,543	4,770
Wastewater Laboratory Assistant	Teamsters Non-Uniform	17A	3,390	3,560	3,738	3,925	4,121
Wastewater Laboratory Technician II	Teamsters Non-Uniform	20A	3,925	4,121	4,327	4,543	4,770
Wastewater Superintendent	Non-Represented	8N	6,528	6,854	7,197	7,556	7,935
Wastewater Collection System Technician	Teamsters Non-Uniform	19A	3,738	3,925	4,121	4,327	4,543
Wastewater Treatment Operator	Teamsters Non-Uniform	20A	3,925	4,121	4,327	4,543	4,770
Wastewater Treatment Operator/In-Training	Teamsters Non-Uniform	18A	3,560	3,738	3,925	4,121	4,327
Water Distribution Operator I	Teamsters Non-Uniform	18A	3,560	3,738	3,925	4,121	4,327
Water Distribution Operator I / Meter Reader	Teamsters Non-Uniform	18A	3,560	3,738	3,925	4,121	4,327
Water Distribution Operator II	Teamsters Non-Uniform	19A	3,738	3,925	4,121	4,327	4,543
Water Superintendent	Non-Represented	5N	5,478	5,752	6,039	6,341	6,658
Water Treatment Operator I	Teamsters Non-Uniform	19A	3,738	3,925	4,121	4,327	4,543
Water Treatment Operator II	Teamsters Non-Uniform	22A	4,327	4,543	4,770	5,009	5,259

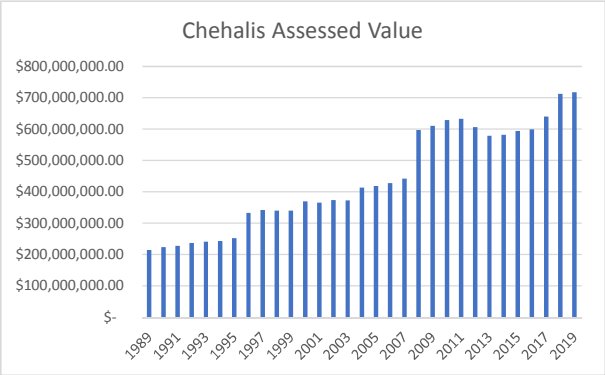
Last updated 10/28/19 10/31/2019

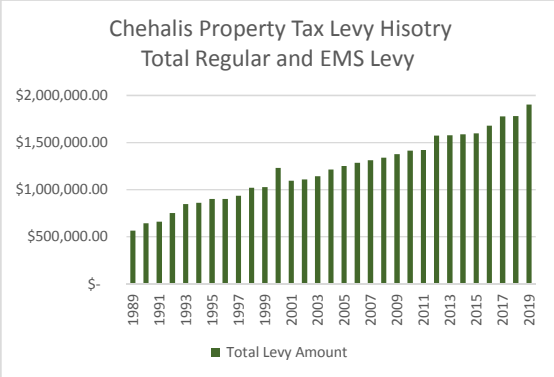
Class Title	Collective Bargaining Organization	Pay Range	Step A	Step B	Step C	Step D	Step E

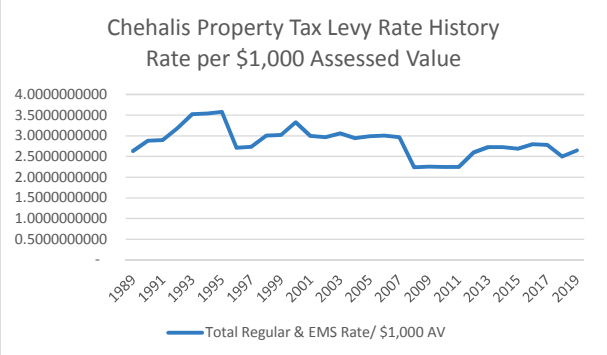
Temporary and Seasonal Hourly Rates - 2020 (change minimum wage to $13.50 per hour in 2020)					
			Step A	Step B	Step C
Lifeguard	pt1	Pool	13.50	14.18	14.89
Swimming Pool Cashier	pt1	Pool	13.50	14.18	14.89
Lifeguard/Instructor	pt2	Pool	14.18	14.89	15.63
Water Safety Instructor	pt2	Pool	14.18	14.89	15.63
Senior Instructor	pt3	Pool	14.89	15.63	16.41
Senior Lifeguard	pt3	Pool	14.89	15.63	16.41
Swimming Pool Assistant Manager	pt8	Pool	19.00	19.95	20.95
Swimming Pool Manager	pt12	Pool	23.09	24.24	25.45
Recreation Aide	pt1	Parks and Recreation	13.50	14.10	14.73
Property Maintenance Aide	pt5	Facility, Parks and Recreation	16.41	17.23	18.09
Tournament Director	pt12	Parks and Recreation	23.09	24.24	25.45

City of Chehalis Property Tax and Levy Rate History

		Regular Levy		EMS Levy		Total Regular & EMS	
Tax Year	Assessed Value	Regular Levy Rate	Regular Levy Amount	EMS Levy Rate*	EMS Levy Amount	Rate/ $1,000 AV	Total Levy Amount
1989	$ 214,600,624.00	2.690000000	**$ 564,600.00**	-	**$ -**	2.6309336361	$ 564,600.00
1990	$ 223,567,564.00	2.690000000	**$ 589,587.00**	0.250000000	**$ 54,794.00**	2.8822651572	$ 644,381.00
1991	$ 227,848,909.00	2.690000000	**$ 601,713.00**	0.250000000	**$ 57,701.00**	2.8940845181	$ 659,414.00
1992	$ 236,698,360.00	3.100000000	**$ 717,495.00**	0.250000000	**$ 35,305.00**	3.1804191630	$ 752,800.00
1993	$ 241,030,009.00	3.100000000	**$ 729,638.00**	0.150000000	**$ 119,088.00**	3.5212461864	$ 848,726.00
1994	$ 243,540,900.00	3.100000000	**$ 738,346.00**	0.500000000	**$ 123,717.00**	3.5397052405	$ 862,063.00
1995	$ 252,186,104.00	3.100000000	**$ 767,049.00**	0.500000000	**$ 135,926.00**	3.5805898330	$ 902,975.00
1996	$ 332,598,144.00	2.312700000	**$ 755,661.00**	0.416000000	**$ 145,873.00**	2.7105803693	$ 901,534.00
1997	$ 341,598,144.00	2.312700000	**$ 778,583.00**	0.433300000	**$ 156,285.00**	2.7367478905	$ 934,868.00
1998	$ 339,777,131.00	2.568400000	**$ 861,010.00**	0.466200000	**$ 158,404.10**	3.0002434109	$ 1,019,414.10
1999	$ 340,554,560.79	2.553411700	**$ 869,576.00**	0.464333820	**$ 158,131.00**	3.0177455200	$ 1,027,707.00
2000	$ 369,629,439.45	2.892897280	**$ 1,069,300.00**	0.432865950	**$ 160,000.00**	3.3257632300	$ 1,229,300.00
2001	$ 365,422,079.00	2.564746505	**$ 937,215.00**	0.434787631	**$ 158,881.00**	2.9995341360	$ 1,096,096.00
2002	$ 373,907,703.00	2.533194669	**$ 947,181.00**	0.429437529	**$ 160,570.00**	2.9626321980	$ 1,107,751.00
2003	$ 372,808,257.00	2.6255185652	**$ 978,815.00**	0.436315444	**$ 162,662.00**	3.0618340087	$ 1,141,477.00
2004	$ 413,338,242.00	2.4660063029	**$ 1,019,294.71**	0.473100212	**$ 195,550.41**	2.9391065151	$ 1,214,845.12
2005	$ 418,695,033.00	2.5121458749	**$ 1,051,823.00**	0.477275784	**$ 199,833.00**	2.9894216586	$ 1,251,656.00
2006	$ 427,452,470.00	2.5261327183	**$ 1,079,801.67**	0.480358998	**$ 205,330.64**	3.0064917159	$ 1,285,132.31
2007	$ 442,010,092.00	2.4937550973	**$ 1,102,264.92**	0.474095827	**$ 209,555.14**	2.9678509241	$ 1,311,820.06
2008	$ 597,253,751.00	1.8818314462	**$ 1,123,930.89**	0.357761052	**$ 213,674.13**	2.2395924978	$ 1,337,605.02
2009	$ 610,719,108.00	1.8951702097	**$ 1,157,416.66**	0.360296898	**$ 220,040.20**	2.2554671075	$ 1,377,456.86
2010	$ 628,436,031.00	1.8866982342	**$ 1,185,669.15**	0.361214171	**$ 227,000.00**	2.2479124053	$ 1,412,669.15
2011	$ 632,359,410.00	1.8855481410	**$ 1,192,344.11**	0.360985772	**$ 228,272.75**	2.2465339134	$ 1,420,616.86
2012	$ 605,989,787.00	2.2170216542	**$ 1,343,492.48**	0.378952426	**$ 229,641.30**	2.5959740803	$ 1,573,133.78
2013	$ 579,109,033.00	2.3255115242	**$ 1,346,724.73**	0.397498065	**$ 230,194.72**	2.7230095891	$ 1,576,919.45
2014	$ 582,108,287.00	2.3294349527	**$ 1,355,983.39**	0.398176826	**$ 231,782.03**	2.7276117785	$ 1,587,765.42
2015	$ 593,843,068.00	2.3002841215	**$ 1,366,007.78**	0.390465836	**$ 231,875.43**	2.6907499575	$ 1,597,883.21
2016	$ 599,335,477.00	2.2977357805	**$ 1,377,114.57**	0.500000000	**$ 299,667.74**	2.7977357805	$ 1,676,782.31
2017	$ 639,490,698.00	2.2865449561	**$ 1,462,224.00**	0.492996772	**$ 315,266.85**	2.7795413687	$ 1,777,490.85
2018	$ 711,910,025.00	2.0582736983	**$ 1,465,305.68**	0.441804454	**$ 314,525.02**	2.5000781524	$ 1,779,830.70
2019	$ 717,643,811.00	2.2016911116	**$ 1,580,030.00**	0.450151029	**$ 323,048.10**	2.6518421407	$ 1,903,078.10







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