



City of Chehalis, Washington

2022 Proposed Budget





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2022 Proposed Budget

Elected Officials and City Administration

Elected Officials

Dennis Dawes, *Mayor*

At Large: Expires 12/31/2021

Daryl Lund, *Mayor Pro-Tem*

District 2: 12/31/2023

Gerald Lord, *Councilor*

District 1: Expires 12/31/2023

Terry Harris, *Councilor*

At Large: Expires 12/31/2021

Dr. Isaac Pope, *Councilor*

District 4: Expires 12/31/2023

Anthony Ketchum, *Councilor*

District 3: Expires 12/31/2023

Robert Spahr, *Councilor*

At Large: Expires 12/31/2021

City Administration

Jill Anderson, City Manager

Erin Hillier, City Attorney

Kiley Franz, City Clerk

Glenn Schaffer, Human Resources/Risk Manager

Randy Kaut, Police Chief

Tedd Hendershot, Fire Chief

Trent Lougheed, Public Works Director

Chun Saul, Finance Director

Lilly Wall, Recreation Manager

Tammy Baraconi, Planning & Building Manager

Dale McBeth, Municipal Court Judge

Melody Guenther, Municipal Court Administrator

Contact Information

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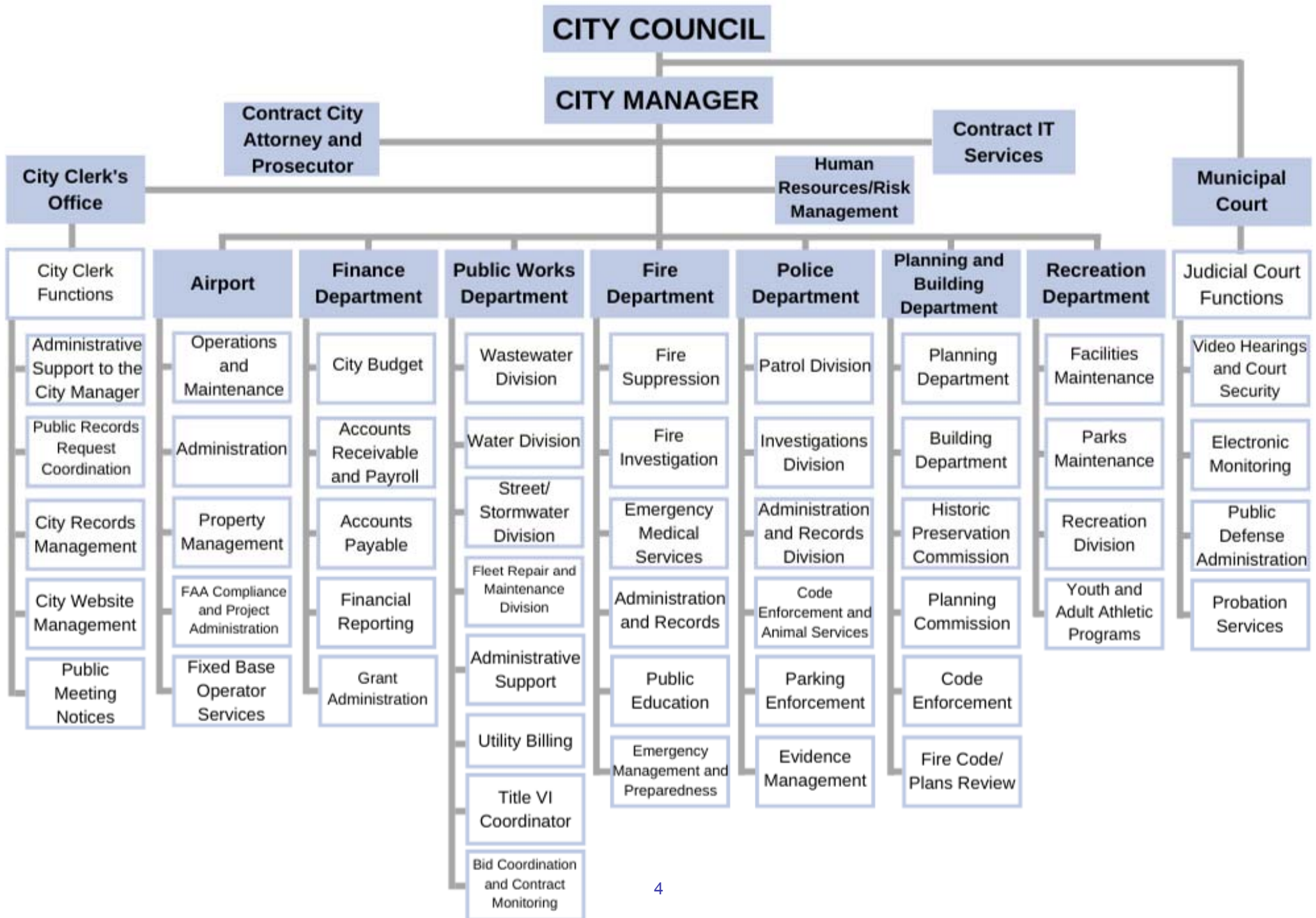
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About Chehalis

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 Willapa 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 to 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, 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 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 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.

About 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.

Mission Statement and 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.

Four Year Goals 2019-2022

- ❖ ***Maintain*** and enhance financial stability
- ❖ ***Enhance*** and modernize technology
- ❖ ***Increase*** and optimize staffing levels
- ❖ ***Improve*** and maintain the infrastructure
- ❖ ***Enhance*** and maintain facilities (Recreation Park, Dispatch Center, and Fire Station)

BUDGET PROCEDURE

SCOPE OF BUDGET

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

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

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

PROCEDURES FOR ADOPTING THE ORIGINAL BUDGET

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

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

AMENDING THE BUDGET

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

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

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 and 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 and General Fund Sub-Funds

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 (managerial funds) per Council direction to provide revenues and reserve monies for specific activities and purposes. They include the Street Fund, Building Abatement Fund, LEOFF 1 OPEB Reserve Fund, Compensated Absences Reserve Fund, and Automotive/Equipment Reserve Fund. The General Fund covers Police, Fire, Administration, Planning and Building Development, Finance, Legal, and Legislative Services. Major revenue sources include property, sales, utility taxes, licenses and permit fees, fees for services, 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, Transportation Benefit District (TBD), Tourism, 1982-90 CDBG, HUD Block Grant, and Federal Grant Control funds. Gas taxes are collected into the Arterial Street Fund and must be used for the maintenance of our city roads and streets. Beginning with the adoption of the 2022 budget, the Arterial Street Fund will be combined into the Street Fund. 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, a portion of the revenues received in the two REET funds, and a portion of the hotel/motel taxes as approved by the LTAC are used for the City's general obligation bonds debt service payments.

Capital Project Funds

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, First Quarter Percent REET, Second Quarter Percent REET, and Park Improvement 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 and debt service relating to those 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.

Custodial Funds

Custodial funds are used to account for funds that are held by the City for the benefit of others. Include such items as court trust revenues, sales and leasehold taxes collected for the state, and fees collected for other entities. There are no appropriated budget in these funds.

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 27 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.

CITY OF CHEHALIS PROPOSED BUDGET MESSAGE FOR 2022



November 2, 2021

Dear Honorable Mayor Dawes and Members of the City Council,

I am honored to serve you, as the City Manager of the City of Chehalis. It is a privilege to be a part of this team, which includes you, the City Council, as well as the dedicated staff and a generous community. Together, we continued to make significant progress on major strategic goals in 2021 while dealing with the additional professional and personal challenges created by the ongoing response to the COVID-19 pandemic.

In 2021, the City completed three street/utility improvement projects; made substantial progress on developing an interim/long-term temporary fire station; responded to an unprecedented demand in development services; updated its Building Codes and Fee Schedule; and approved cost-sharing agreement with the City of Centralia that establishes a path toward the acquisition of water rights that are needed for the City to continue to develop over the next 50 years.

The most notable achievement includes the celebration of the completion of the Recreation Park Project. This included the increasing use of the renovated Sports Complex by local and travelling teams, which repeatedly commented on the high caliber of the facility; and the re-opening of a brand-new Penny Playground that is attracting hundreds of kids every day in honor of the community spirit that made the original and new playgrounds possible.

Budget Process

The process of preparing the budget document begins in late July. At that time, each department prepared their respective draft budgets consistent with the level of service provided in 2021, with the notable exception of adding back the positions that were not budgeted in 2021.

After the compilation of the requests, the Finance Director, Chun Saul, and I met with each department to review their 2022 proposed budget. Modifications to the initial draft budget requests were made and information was updated as more details became available. Reductions in discretionary expenses were made when possible; however, the cost of insurance, supplies, and services continue to increase at a faster pace than in previous years.

The Preliminary Draft Budget was then prepared and distributed to the City Council Budget Committee, which invested nearly 20 hours of time in meetings to carefully review the budgets for each department, including enterprise funds that are restricted and can only be used consistent within the applicable legal parameters.

Current Conditions Create Cautious Optimism

The 2022 Proposed Budget was prepared as the State's response to the COVID-19 pandemic continued to require adaptations to the way businesses and schools operate. Fortunately, the City has been able to adjust to the requirements while continuing to maintain service levels.

When the United States was first impacted by the spread of the COVID-19 virus in March of 2020, there was a very negative impact on the City's revenues, followed by a strong rebound. When the books were closed on 2020 in February of 2021, there was a larger than expected fund balance, which provided the foundation that was further strengthened by salary savings and sales tax revenues that remained consistent through the year. The estimated sales tax revenues for 2021 are on track to exceed 2020.

There is speculation that sales tax levels remain strong in part due to the Governor's proclamations that continued to allow the deferral of rent and utility payments through most of 2021, as well as the continuing infusion of federal stimulus dollars that propped up the economy. Yet, the housing market continues to be strong and there are several large multi-family housing developments in the permitting process for construction in the City's Urban Growth Area. Another positive sign is that there are several large commercial-industrial projects in the preliminary development stage that would be built in the City's UGA. Inside City limits, there are three projects scheduled for construction in 2022, including a Honda dealership, which is expected to open in 2023.

These factors influenced revenue projections which reflect cautious optimism. The 2022 Proposed Budget assumes that sales tax revenue will be at 97% of 2021 level. This is a significant influencing factor on the 2022 Proposed Budget, which has been prepared using fund balance estimated to be available at the close of 2021 and estimates a fund balance of \$1,370,250 at the end of 2022, which is approximately 12% of the General Fund Budget.

The 2022 Budget also includes the five positions that were not budgeted in 2021:

- ***Two Firefighters***
- ***One Police Officer***
- ***One part-time Parking Enforcement Officer***
- ***One part-time Administrative Assistant in Recreation (Funding starts in April of 2022)***

In addition, the following positions were added to the Proposed 2022 Budget:

- ***Planner position:*** This position was added in June of 2021 and is included in the 2021 Budget to help the City be responsive to the continuing demand for building and planning services, particularly in the UGA.
- ***Financial Analyst:*** The City's ambitious agenda over the last five years has included two bond issuances, multiple grant funded projects; as well as other restricted funds that have increased the tracking and reporting requirements. In 2020, COVID-19 relief money was distributed by the State of WA and in 2021, the U.S. Congress approved American Rescue Plan Act (ARPA) funding. These financial developments have increased financial activity and reporting requirements, particularly those related to Federal money. The burden of this increased activity has been borne by the Finance Director, Chun Saul, who is now

planning to retire in early 2023. The position would be needed in any circumstance but is critical with the anticipated retirement of an extremely skilled and hard-working Finance Director. This position is funded for 9 months, starting in April of 2022.

- ***Property Maintenance Worker I:*** When planning for the renovation of Recreation Park, it was acknowledged that additional staff would be needed to maintain the new facility. With the completion of the Sports Complex in 2021 and Penny Playground in 2021, the time has come to add a Property Maintenance Worker. This position is funded for 9 months, starting in April of 2022.

A complete financial summary of the budget has been prepared by the Finance Director, Chun Saul. It includes an overview of the major funds, including the General Fund and can be found immediately following this budget message.

Risks Remain

The staff additions have been proposed, recognizing the risk of the economy taking a turn as well as the general concern that costs continue to rise faster than revenues in all areas, particularly in the cost of providing salaries and maintaining benefits to attract and retain high-quality employees.

This is particularly concerning because most City services are delivered through people and almost 65% of the General Fund expenditures in 2022 are attributed to salaries and benefits. Furthermore, 52% of total 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.

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 about six (6) percent in 2022. Health insurance for employees is increasing an average of seven (7) percent and the City's insurance through the Washington Cities Insurance Authority (a risk pool) is increasing over eleven (11) percent. Supplies like chemicals and fuel are also increasing.

The proposed 2022 Budget reflects a realistic assessment of the cost to maintain municipal services in what appears to be an inflationary environment and add staff positions that are now critically needed. However, it also uses ending fund balance anticipated at the end of 2021 to pay for the positions. This use of one-time money to fund ongoing operating costs is of concern when planning for the future and will require careful monitoring of revenues and expenditures in the months and years to come. There also continues to be an underlying concern about how the economy is going to respond to the removal of the COVID-19 stimulus funding and payment deferral programs.

Budget Committee Recommendations

The biggest decision facing the Budget Committee during its review of the 2022 Preliminary Budget was regarding the City's staffing levels. The Budget Committee recognized that the City was at times in a precarious position in 2021 with such limited staffing, particularly in police and fire. In addition, there was a recognition that the additional positions are needed for the City to fulfill its fiduciary responsibilities related to finance and maintaining the City's facilities which exist for the benefit of the community.

After careful review of each budget and considering the proposals, the City Council Budget Committee concluded that the City's strong starting and ending fund balance estimates justified adding back the positions left unbudgeted in 2021 and recommends the new positions identified above. These conclusions were made in recognition that the City Budget is not structurally balanced at the time of adoption and that revenues would need to increase over the next three years to maintain the proposed staffing level.

One way to offset the staffing cost is through use of ARPA funds for eligible positions. The Budget Committee is recommending that ARPA funds be used to fund two firefighters and one police officer in 2022, 2023 and 2024, as well as the one-time expense to purchase police body cameras and the associated software in 2021. The Committee also concluded that use of a banked capacity in 2022 is not advisable, as the City may have a greater need for it in future years.

Ongoing Budget Considerations

While the City is experiencing strong revenue growth, adding the positions necessary to make strides toward providing the increasing level of service required adds ongoing expenses. Again, the positions are needed to operate the City in a responsible manner to provide public safety, maintain City facilities, and comply with state and federal financial requirements.

While the City is addressing its current fiscal issues in a cautiously optimistic environment; the economic indicators for the U.S. economy remain inconclusive. There are also some issues that will have significant budget impacts in the coming years, including but not limited to the following:

- **Collective Bargaining:** The City's three labor groups have collective bargaining agreements that expire on December 31, 2022. Negotiations with the three separate groups will begin as early as April 2022. There will be significant pressure to increase salaries and wages to keep pace with the cost of living and to remain competitive with other agencies that also need a skilled workforce. In addition, the State's Revised Code of Washington (RCW) provides legal parameters on what agencies are comparable to Chehalis. The State also has binding arbitration for the settlement of Police and Fire collective bargaining contracts.
- **Facility Maintenance:** There is a need to make a long-term commitment to properly maintain the recently completed renovations at Recreation Park, Stan Hedwall Park, and the developing plan to improve Westside Park in cooperation with a community led effort. In addition, ongoing maintenance and repair or replacement of the City's aging buildings and facilities, particularly the building of a new permanent fire station, will continue to require investment of very limited General Fund and other potentially applicable resources. In October of 2020, the City purchased a property for a new permanent fire station with funding through a Limited Tax General Obligation Bond. It is anticipated that a voter approved levy will be needed to construct the new permanent station. The City is currently in the process of setting-up temporary fire station structures at the new site; however, planning for the new station will need to begin as soon as feasible. This will be a multi-year planning process for design and preliminary engineering to identify cost; development of a funding plan; preparation of construction ready planning documents; and ultimately construction.
- **Vehicle 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. 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. The Fire Department Aid Car and Ladder Truck will also need to be replaced as soon as financially feasible.

- **Retirements:** The City has replaced almost a quarter of its full-time workforce in 2021, primarily due to the retirement of many long-term employees. Fortunately, the City had set aside funds to address this a couple of years ago in anticipation of transition, which has helped reduce the one-time burden of the payments of vacation and sick leave accruals cash outs due to long-time employees, which was particularly high in 2021. This trend is continuing with several more retirements planned in 2022, most notably the Municipal Court Administrator, the Fire Chief, and the Water Superintendent. There are intangible and tangible costs associated with the departure of so many employees retiring in a short period of time. The City is dealing with and will continue to work through the challenges associated with the loss of institutional knowledge and establishing a positive and productive organizational culture with so many new employees that we trust will serve the City well in the years to come.
- **911 Dispatch:** In 2020 the City joined Lewis County, City of Centralia, and Riverside Fire Authority to fund and coordinate a feasibility study to determine the potential for regionalization of Lewis County emergency dispatch operations with Thurston County Communications (TCOMM). This study was completed in 2021 with the conclusion that regionalization is not an option. The County will use the results of the study to work with stakeholders, including Chehalis, to identify how to improve 911 in Lewis County, including the serious consideration of a different governance model. Regardless of the path chosen, the costs associated with 911 will increase in the years to come, due to the staffing, technology and infrastructure demands associated with making any changes, including the much-needed replacement of the antiquated equipment currently being used.
- **Annexations:** The City Council would like to proceed with annexation of portions of the Urban Growth Area. The in-depth planning and analysis needed to update the City's Comprehensive Plan to support the City's annexation application started in 2021. There are several steps needed to proceed, including discussions with the impacted agencies, most notably Lewis County Fire District #6. It is a potentially complicated process that will need specialized legal and other professional expertise.
- **Water Rights Acquisition:** In September of 2021, the City Council approved an agreement with Centralia to share in the costs of obtaining water rights from TransAlta. The agreement includes commitments to invest an estimated \$5 million dollars in the acquisition of the water rights, as well as the legal and administrative costs related to the application. The financial burden will be on the water fund; however, the effort involves legal and financial consultants; Finance and Public Works staff; as well as the City Manager, City Council Growth Management Committee, and City Council. It is a significant endeavor to make the most of the opportunity to secure water rights needed for the City to develop to its full potential over the next 50 years.

Closing Comments and Recognition

The 2022 Proposed Budget includes the allocation of much needed resources to improve the City's operational effectiveness. It is very encouraging to budget for positions left vacant in 2021

and add positions that have been needed for some time. On the other hand, the City is taking on a new level of commitment by adding staff. Revenues will need to increase significantly in the next three years to maintain the increased staffing levels, that while truly needed, are increasing the cost of doing business.

I will remain vigilant, along with the Finance Director in monitoring expenditures and revenue trends, including the potentially complicating factors created by anticipated reduction in State and Federal financial interventions that were put in place shortly after the start of the pandemic in March of 2020. The 2021 City Council Budget Committee recommends that those selected to serve on the Committee in 2022 continue to meet quarterly in 2022, as it did in 2021, 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 entire City Council informed and to obtain policy direction as needed.

As you know, the City's budget represents 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. Chun Saul, the City's Finance Director, deserves special recognition 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 extremely well with the department directors, managers, and program administrators and their staffs, who also did a commendable job of preparing their budgets. I am very appreciative of Chun's financial acumen, ongoing commitment, and high standard of professionalism.

The City Council Budget Committee took on the challenge of balancing the need for additional staffing and strong revenues with the ongoing risk that sales tax, the City's largest General Fund revenue, is vulnerable if consumer confidence wanes in the face of inflation and supply chain interruptions. Mayor Dennis Dawes, Councilor Bob Spahr, and Councilor Jerry Lord invested significant time and effort to provide guidance and insights through the preliminary draft budget review process. Their recommendations are woven through the document and reflect an optimism that budget estimates will be met and that the City has the time and ability to identify changing economic conditions to be able to adapt accordingly. Special thanks to Mayor Dawes for his 16 years of service on the City Council, many of those which included participation on the Budget Committee.

Your support through the unique circumstances posed by the ongoing pandemic and continued support as we move through the 2022 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

2022 BUDGET SUMMARY OVERVIEW



CITYWIDE – ALL FUNDS

The 2022 proposed budget includes combined expenditure appropriations of \$41,615,222. This is a \$11,153,734 or 44.7% increase from the 2021 amended budget. This increase is substantially all due to one-time intra-fund transfers within each of the city’s utility funds and within the Airport funds.

Beginning with the adoption of the 2022 Budget, the City is establishing five new capital funds: Wastewater Capital Fund, Water Capital Fund, Storm and Surface Water Capital Fund, Airport Capital Fund, and Parks Improvement Fund. The 2022 budget includes one-time transfers of fund balances in excess over the operating reserves at three and one-half months of annual operating expenditures and an annual debt serve reserves to their prospective capital funds. The Park Improvement Fund receives one-time transfer of designated fund balance from the Public Facilities Reserve Fund. The total one-time transfers due to establishment of these five capital funds totals \$11,409,000. Without these one-time transfer amounts, the 2022 budget is a \$255,266 or 0.84% decrease from the amended 2021 budget. The City continues to live within its means.

The many funds that comprise the city-wide budget are used to separate the primary functions and activities. Funds can be grouped by type: **Governmental** which includes the General Fund, Special Revenue Funds, Debt Service Fund, and Capital Project Funds; **Proprietary** which includes Enterprise Funds (utilities and Airport), and **Fiduciary**. Each fund has specific functions to perform and in each, the revenues and expenditures must be self-balancing.

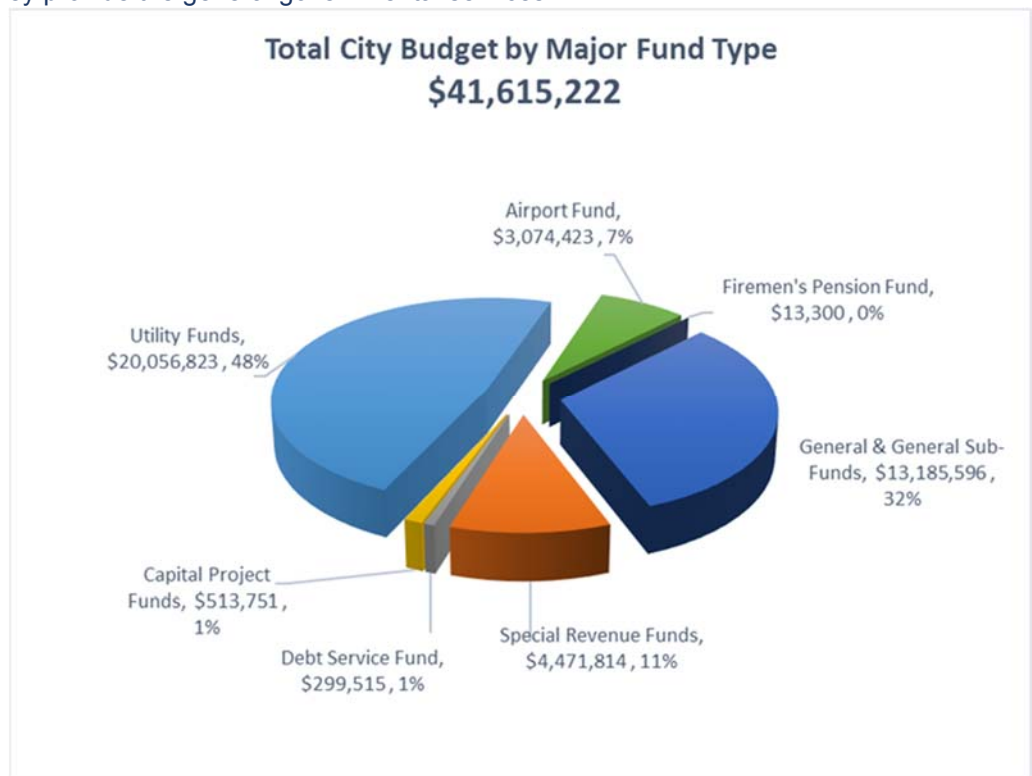
The General Fund provides the primary general governmental functions. In addition to the General Fund, the City maintains six sub-funds of the general fund for specific purposes: the Street Fund, Building Abatement Fund, Compensated Absences Reserve Fund, LEOFF 1 OPEB Reserve Fund, and Automotive/Equipment Reserve Funds. Together, they provide the general governmental services.

Special Revenue Funds include: the Transportation Benefit District Fund, Tourism Fund, Community Development Block Grant Fund, HUD Grant Fund, and Federal Grant Control Fund.

Capital Project Funds include: the Public Facilities Reserve Fund, Park Improvement Fund, and the First Quarter Percent and the Second Quarter Percent REET funds.

There are seven separate funds that account for the city’s utilities and two separate funds for the Airport Fund.

The Fiduciary Fund with budget appropriation is the City’s Firemen’s Pension Fund.



Overall, the City has twenty-seven funds in which it records its revenues and expenditures associated with providing services to its citizens.

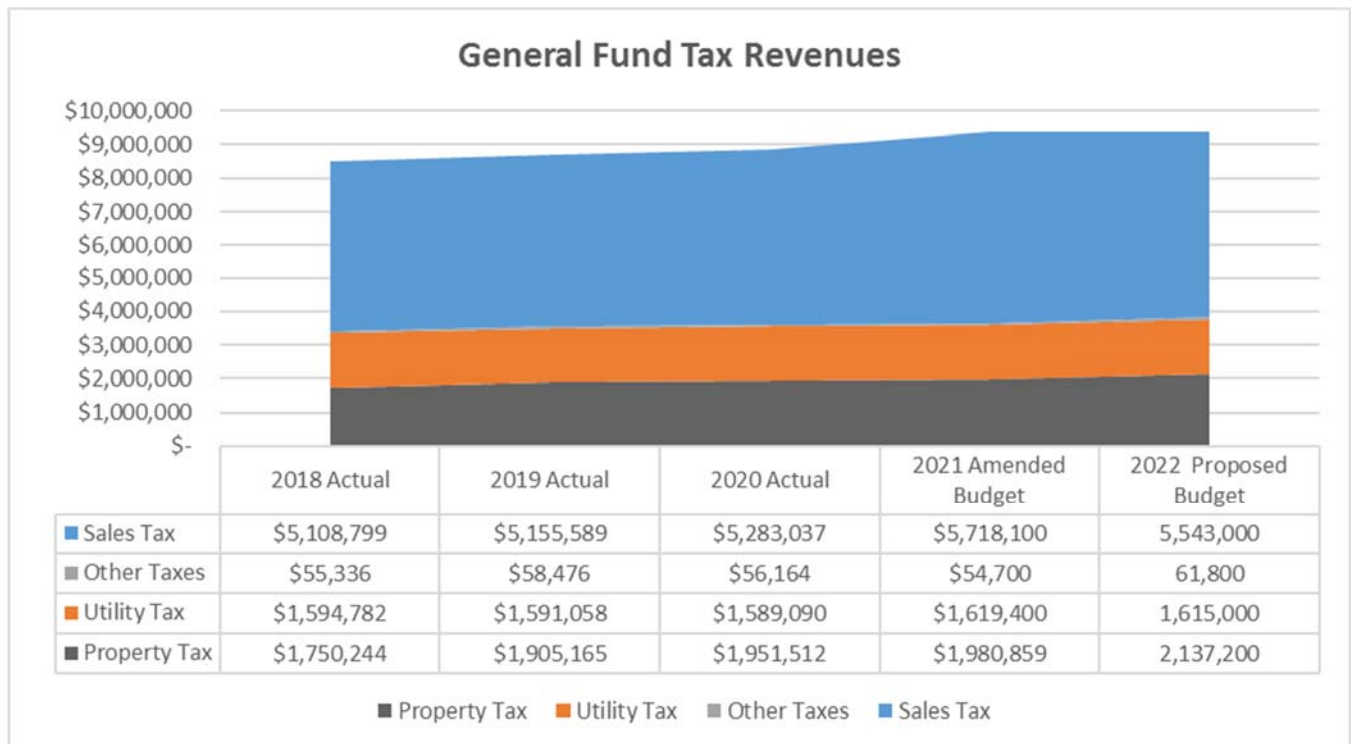
GENERAL FUND (FUND 001)

The 2022 General Fund budget is \$11,909,220. The 2022 proposed budget is balanced with a total revenue projection of \$11,447,010 with use of \$462,210 of General Fund reserves (beginning cash).

General Fund Revenues

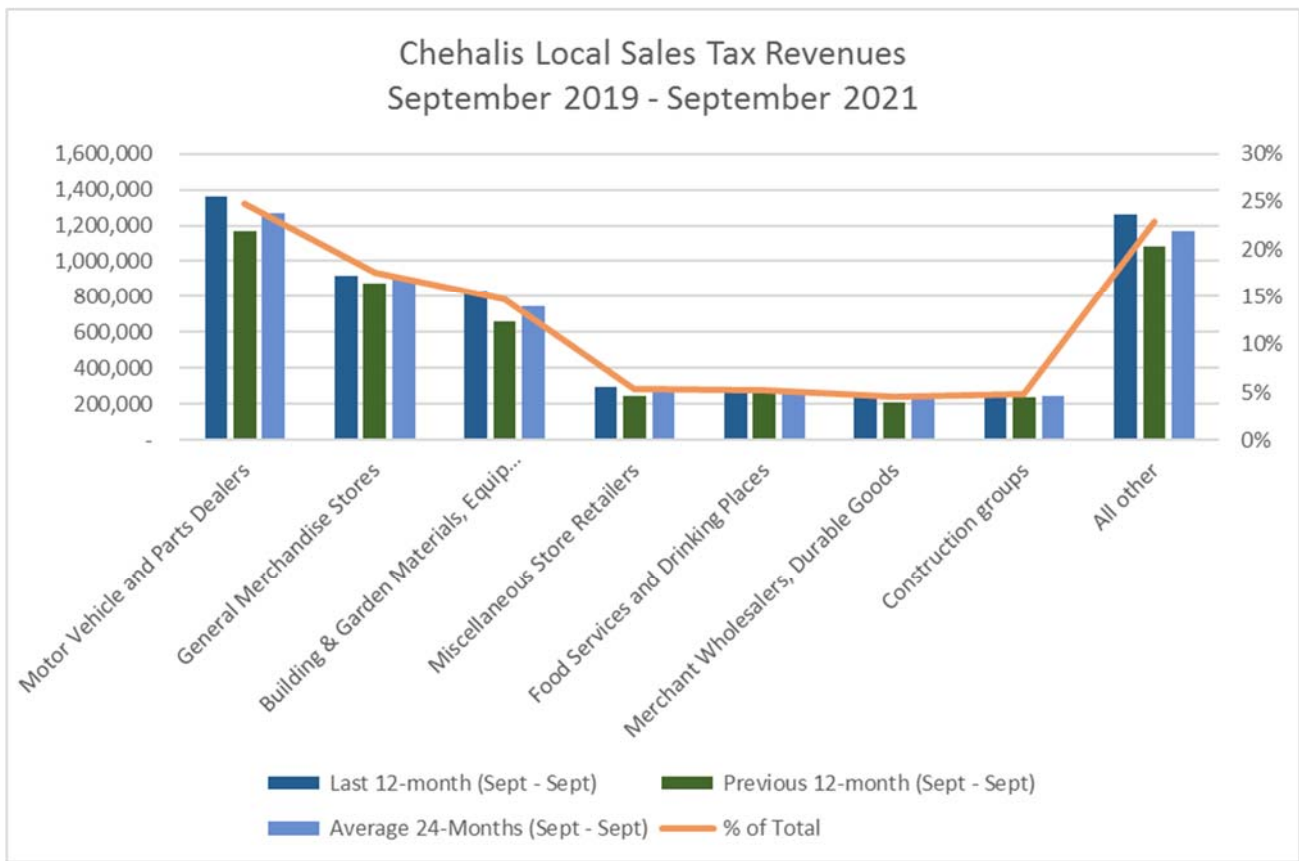
The 2022 projected revenue totals \$11,447,010 which includes \$457,340 transfers in from other city funds. Compared to the 2021 amended budget, this is an increase of 3.7% or \$412,207.

Total tax revenue projected is \$9,357,000 and makes up 81.7% of the General Fund revenues which support the governmental services provided by the General Fund. The total tax revenue projected in the 2022 budget is 0.2% or \$16,059 decrease from the amended 2021 budget.



Sales tax is the largest revenue source for the City and makes up about 48.4% of the 2022 General Fund revenue budget. The average growth rate for sales tax from September to September since 2018 to 2021 is about 7%. However, the level of uncertainty remains high with the COVID-19 crisis and the economic forecasts are inconsistent regarding whether or not collections over the next several months will show the same strength. Therefore, the 2022 sales tax is projected at 97% of the amended 2021 budget and is up by approximately 5.0% or \$255,000 over the 2020 actual revenues.

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. Therefore, the 2022 proposed budget does not include potential construction sales taxes from large-scale constructions that are anticipated to take place in 2022.



However, the 2022 projected revenue includes the typical average construction sales tax, which is about 5% of total local sales tax during the past ten-year period. The major categories of sales taxes are motor vehicle and part dealers, general merchandise stores, building and garden materials and equipment, and other retailers and wholesalers, and food services; together these comprise about 77% of all sales tax revenues.

Property tax is the second largest revenue source for the City and makes up about 18.7% of the 2022 General Fund revenues. Property tax revenue is projected at \$2,137,200 in the 2022 budget, up by \$156,341 or 7.9% from the 2021 amended budget. The proposed budget includes 2021 regular levy amount of \$1,648,618 plus 1% statutory maximum allowed increase and estimated tax for new construction for the regular levy and an estimated increase of \$120,972 or 22.5% over 2021 levy for EMS levy. The current EMS levy expires on December 31, 2021; however, in August 2021, Chehalis voters approved renewal of Chehalis EMS levy for the next six-years which reset the levy rate from \$0.408 to \$0.500 in 2022 for the new 2022 assessed valuation.

Utility tax is the third largest revenue source used to fund municipal services. Utility tax revenue is projected at \$1,615,000 based on the last three-year average collections and makes up about 14.1% of the 2022 General Fund revenues. Revenue projected is a \$4,400 decrease from the 2021 amended budget. The telephone utility tax continues to decline whereas all other utility taxes remain steady with only slight increases over the last few years. Overall, the average growth rate for total utility tax is about 0.3% over the last four years.

Licenses and Permits. The revenue is projected at \$459,700 in the 2022 budget. Compared to the 2021 amended budget, this is an increase of 36.9% or \$123,980. The 2022 budget projection includes anticipated increase in building permit activities in the UGA.

Intergovernmental grants. The proposed 2022 budget includes a \$234,955 reduction in intergovernmental grant revenues from 2021. The 2021 budget included one-time awards from state Recreation and Conservation Office (RCO) for flood storage basin master plan study in the amount of \$233,425.

Fees for Services. The revenue is projected at \$481,100 in the 2022 budget. Compared to the 2021 amended budget, this is an increase of 17.2% or \$70,525. This increase is mostly from the anticipated increase in development permit review and plan check fees.

Transfers In. The proposed 2022 budget includes a \$457,340 interfund transfers which includes a \$420,000 of the American Rescue Plan Act (ARPA) funds from the Federal Grant Control Fund and a \$37,340 from the Tourism Fund. ARPA funds are designated to fund the purchase of police body cameras and staffing of one police officer and two firefighter positions that were left unfilled since 2020 due to the anticipated revenue constraints from the COVID-19 pandemic. The lodging tax funds is designated for LTAC approved parks and recreation programs and facility maintenance expenses.

Other revenues are expected to remain relatively stable.

General Fund Expenditures

The proposed 2022 expenditure budget is \$11,909,220, which is a \$466,138 or 4.1% increase from 2021 amended budget.

Municipal services are delivered primarily through people, which is the largest ongoing cost to the General Fund. Salaries and benefits make up almost 65% of the total General Fund expenditures. Additional salaries and benefits of \$441,520 (or 3.7% of the total General Fund expenditures) is budgeted in the Street Fund, which is a sub-fund of the General Fund. 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. A significant burden that the city continues to struggle is the rising cost of employee salaries and benefits, which is significantly higher than revenue growth.

The proposed 2022 budget includes filling five General Fund vacant positions that were left unfilled during 2020/2021 due to revenue constraints anticipated due to the COVID-19 pandemic crisis and two new proposed positions. Four of these positions are budgeted for full-year and three positions are budgeted for 9 months. Total estimated 2022 payroll budget for these positions is \$525,000.

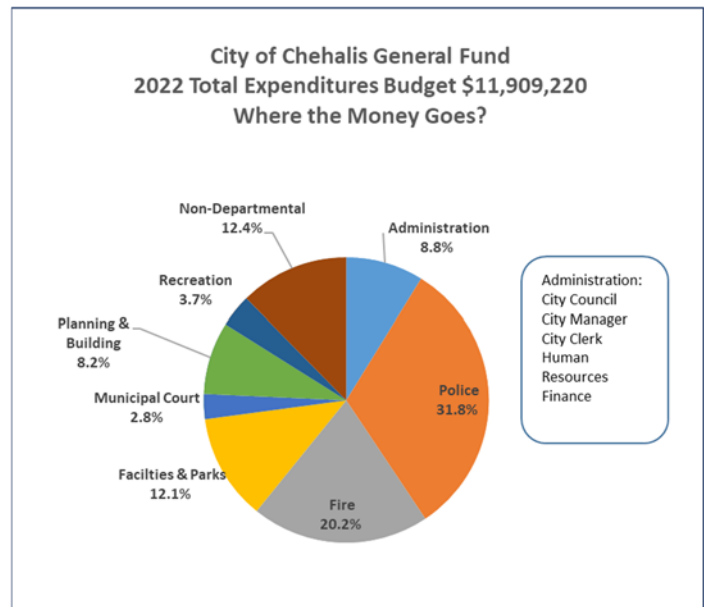
The proposed 2022 budget includes \$200,000 transfer out to the Public Facilities Reserve Fund to provide funds for future permanent fire station related expenses.

The combined budgets of the Police and Fire Departments represent 52.0% of General Fund expenditures in 2022, which reflects the high priority of keeping residents and visitors in Chehalis safe. The facilities and parks maintenance receives the next single highest level of funding. About 6.6% of General Fund budget is allocated for city street maintenance which is included in the non-departmental budget as transfers out to the Street Fund.

Ending General Fund Balance

Based on current projections, the ending 2022 fund balance of the General Fund, also referred to as operating fund reserve, is estimated to be \$1,370,250 or 12.0% of 2022 General Fund projected revenues. Maintaining operating reserves at 10% of the revenue budget is the policy goal of the City Council, and the projected ending fund balance at the end of 2022 meets the suggested reserve goals.

While the 12% operating reserve may seem large, it still comes far short of actual needs when considering the total cost of all of the infrastructure needs, deferred capital improvements for general and park facilities, and vehicle and equipment replacements. In addition to the General Fund, the City maintains the following sub-funds of the general fund for specific purposes: Street Fund, Building Abatement Fund, Compensated Absences Reserve Fund, LEOFF 1 OPEB Reserve Fund, and Automotive/Equipment Reserve Fund. However, the fund balances in these funds are less than adequate when considering the ongoing need.



SUMMARIES OF RESTRICTED FUNDS

Street Fund (Fund 003), Formerly Dedicated Street Fund – 4% Sales Tax

In 2014, the City Council adopted a policy to allocate 4% of the City's sales tax revenue be transferred to this fund to be used and accumulated for needed city street repairs and improvements. Beginning in 2022, the General Fund Street Department and Arterial Street Funds are combined to the formerly Dedicated Street Fund – 4% Sales Tax and renamed as the Street Fund. The funding sources for the Street Fund come from transfers from the General Fund, state shared Motor Vehicle Fuel Tax, state and Federal grants, and other revenues that are restricted to be used for street purposes.

The 2022 projected revenue and funding source is \$1,038,301 which includes a \$786,000 transfer in from the General Fund. The expenditures budget is \$1,057,976. The estimated 2022 ending fund balance is \$101,230 which is about 9.7% of the 2022 revenue budget. Maintaining certain level of fund balance in this fund can be used to leverage grants and loans in the future.

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 2022 budget includes a \$50 interest earnings and no expenditures. The estimated fund balance at the end of 2022 is \$51,764.

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 use for city street purposes. The MVFT distribution is based on population. The MVFT is the only revenue source for this fund. The City uses this fund primarily for the "oiling and chip sealing" program for our city streets. Beginning in 2022, this fund is combined with the Street Fund. The 2022 budget includes a \$90,828 transfer out of the remaining fund balance to the Street Fund, which results in the ending fund balance of zero in 2022.

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 for a term of ten years. 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.

2022 revenue is estimated at \$4,283,000 which includes a state grant fund of \$3,025,000. Total project costs budgeted in 2022 is \$3,700,000. The estimated fund balance at the end of 2022 is \$3,802,250.

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. 2022 revenue is projected at \$235,070, which is a \$15,570 or 7.1% increase from the 2021 amended budget. The proposed expenditure budget is \$257,986, and an estimated ending fund balance is \$50,074. The operating reserve level currently set by the LTAC is \$50,000.

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. No additional funding is in the 2022 budget. Total expenditures budget is \$61,700 which is for cash outs of three General Fund employees retiring in 2022.

LEOFF1 OPEB Reserve Fund (Fund 115)

The LEOFF1 OPEB Reserve Fund was created with the 2020 Budget adoption to provide funding for LEOFF 1 retiree medical benefits. A portion of the regular property tax levy up to \$22.5 cents per \$1,000 assessed valuation is the sole funding source other than interest earnings on the fund balance. Once the funds are contributed into this fund, the money is restricted by law and must be used to pay LEOFF 1 retiree medical benefits. The proposed 2022 budget includes \$205,800 transfer in from the General Fund for a portion of the regular property tax levy, with expenditures budget of \$156,700. The estimated fund balance at the end of 2022 is \$80,607.

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

The CDBG and HUD Block Grant Funds were created 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 October 31, 2021, the outstanding loan principal on CDBG and HUD loans were \$81,963.91 and \$38,148.94, respectively.

No loan repayment revenue is projected in the 2022 budget. The estimated fund balance for the CDBG and HUD Grant funds at the end of 2022 are \$22,667 and \$84,689, respectively. If loan repayment in a year is less than \$35,000, the income is considered miscellaneous income and can be used for any community development activity including a CDBG eligible activity or a project benefiting low-and moderate-income persons. There are no plans to spend the remaining fund balances in 2022; 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.

Federal Grant Control Fund (Fund 199)

This fund was established in 2012 to track and manage various federal and state grant funds and has not had any activity since 2015. With receipt of the Coronavirus Local Fiscal Recovery Funds under the American Rescue Plan Act (ARPA) of 2021, this fund was re-activated to track and manage the ARPA funds. The ARPA funds are restricted funds and must be used for the eligible costs defined in the U.S. Treasury Interim Final Rules. The 2022 budget includes \$1,069,443 in additional ARPA funds and \$420,000 in expenditures. The estimated ending fund balance in the 2022 budget is \$1,380,561. The ARPA funds must be used by 12/31/2024.

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, the City issued a Limited Tax General Obligation (LTGO) Bond in 2019 for the Recreation Park improvement project and Limited Tax General Obligation (LTGO) Bond in 2020 for future fire station land acquisition and the temporary fire station project. The General Fund and the two REET funds provide funds to cover the 2011 LTGO and 2020 LTGO debt services payment and the Tourism fund provides funds for the 2019 LTGO debt service payment. 2021 total debt service expenditures are budgeted for \$299,515.

Public Facilities Reserve Fund (Fund 301)

The Public Facilities Reserve Fund was established many years ago to set aside monies 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. The funding sources for this fund come from the General Fund reserves, bonds and loans, state and federal grants, REET funds, and other dedicated funding such as community donations for park facility improvement projects.

The proposed 2022 budget includes \$200,000 transfer in from the General Fund. The expenditure budget is \$310,000 which includes \$130,000 for facility improvements and acquisition of police evidence garage and \$180,000 transfer out to the newly created Park Improvement Fund. The \$180,000 transfer-out includes \$140,000 unspent private donations received for the Recreation Park project and \$40,000 Council committed for future improvements to the Westside and Lintott/Alexander parks.

The estimated fund balance at the end of 2022 is \$300,521, which includes future fire station project and other general city buildings and facilities improvements.

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.

No additional funding or expenditures are in the 2022 proposed budget. The estimated fund balance at the end of 2022 is \$268,292.

Park Improvement Fund (Fund 303)

The Park Improvement Fund is being established in 2022 to accumulate and provide funds for capital improvements to the city's park facilities. The 2022 budget includes \$180,000 transfers in from the Public Facilities Reserve Fund. The transferred funds are restricted for Recreation Park ball fields capital improvements and the Westside and Lintott/Alexander parks. No expenditures are planned in the 2022 budget.

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 2022 proposed budget includes transfers out to the G.O. Debt Service Fund to provide funding for the 2011 LTGO Bonds and 2020 LTGO Bond debt service payments.

The 2022 projected revenues and expenditures for the First Quarter Percent REET fund are \$126,400 and \$130,494, respectively, with an estimated ending fund balance of \$198,185.

The 2022 projected revenues and expenditures for the Second Quarter Percent REET fund are \$126,475 and \$73,257, respectively, with an estimated ending fund balance of \$329,414.

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 2022, the projected revenue is \$6,110 and expenditures is \$7,000, with an estimated ending fund balance of \$7,443.

Wastewater Fund (Fund 404) and Wastewater Capital Fund (Fund 414)

The 2022 revenues for the Wastewater Fund are projected to be \$5,531,200 which is substantially the same as the 2021 amended budget. Total expenditure budget in 2022 is \$6,074,359. The proposed 2022 budget is balanced with using \$542,994 beginning reserves due to one-time capital project expenditures. The projected fund balance at the end of 2022 is \$4,544,511, which includes \$1,055,837 for operating reserves, \$1,882,874 for annual debt service reserves, and \$1,605,800 for capital reserves.

The Wastewater Capital Fund will be established with the adoption of the 2022 Annual Budget to provide dedicated revenues and reserve dollars for capital improvements and replacements of new and existing wastewater collection and treatment facilities and systems. A portion of the wastewater service revenues and all of the hookup/connection charges are allocated and budgeted in the Wastewater Capital Fund with a \$2,000,000 one-time transfer of the fund balance in excess over the operating reserves at three and one-half months of operating expenditures plus an annual debt service reserve is transferred from the Wastewater Fund to the Wastewater Capital Fund in the 2022 budget.

Water Fund (Fund 405) and Water Capital Fund (Fund 415)

The 2022 revenues for the Water Fund are projected to be \$3,249,601 which is substantially the same as the 2021 amended budget. Total expenditure budget in 2022 is \$3,641,709. The proposed budget is balanced with using \$392,108 of beginning reserves due to one-time capital project budget of \$841,000. The projected fund balance at the end of 2022 is \$6,918,506, which includes \$765,562 for operating reserves, \$236,344 for debt service reserves, and \$5,916,600 for capital reserves.

The Water Capital Fund will be established with the adoption of the 2022 Annual Budget to provide dedicated revenues and reserve dollars for capital improvements and replacements of new and existing water production and distribution facilities and systems. A portion of the water service revenues and all of the hookup/connection charges are allocated and budgeted in the Water Capital Fund with a \$6,400,000 one-time transfer of the fund balance in excess over the operating reserves at three and one-half months of operating expenditures plus an annual debt service reserve is transferred from the Water Fund to the Water Capital Fund in the 2022 budget.

Storm & Surface Water Fund (Fund 406) and Storm & Surface Water Capital Fund (Fund 416)

The Storm & Surface Water Utility Fund provides planning, construction, operation, and maintenance of the City's storm drainage system. In 2022, the total projected revenue is \$719,770 which is substantially the same as the 2021 amended budget. Total 2022 expenditures budget is \$639,920. The projected fund balance at the end of 2022 is \$1,541,634, which includes \$169,134 for operating reserves and \$1,372,600 for capital reserves.

The Storm & Surface Water Capital Fund will be established with the adoption of the 2022 Annual Budget to provide dedicated revenues and reserve dollars for capital improvements and replacements of new and existing stormwater collection and treatment facilities and systems. A portion of the stormwater service revenues and all of the hookup/connection charges are allocated and budgeted in the Storm & Surface Water Capital Fund with a \$1,295,000 one-time transfer of the fund balance in excess over the operating reserves at three and one-half months of operating expenditures is transferred from the Storm & Surface Water Fund to the Storm & Surface Water Capital Fund in the 2022 budget.

Airport Fund (Fund 407) and Airport Capital Fund (417)

The Airport Fund is dedicated and restricted to the operation of the Chehalis-Centralia Airport. In 2022, the total projected revenue is \$1,859,880. Total expenditures are estimated at \$1,540,423. The estimated fund balance at the end of 2022 is \$2,315,872, which includes \$396,070 for operating reserves, \$72,552 for annual debt service reserves, and \$1,847,250 for capital reserves.

The Airport Capital Fund will be established with the adoption of the 2022 Annual Budget to provide dedicated revenues and reserve dollars for capital improvements and replacements of new and existing Airport facilities and capital assets. A portion of the Airport fuel sales and lease revenues are allocated and budgeted in the Airport Capital Fund with a \$1,534,000 one-time transfer of the fund balance in excess over the operating reserves at three and one-half months of operating expenditures and an annual debt service reserve from the Airport Fund to the Airport Capital Fund in the 2022 budget.

Firemen's Pension Fund (Fund 611)

This fund is restricted to payments for supplemental or "excess pension benefits" to retirees who had pre-LEOFF service credits. LEOFF is the acronym for Law Enforcement Officers and Firefighters Retirement System. Funding was provided with a property tax of \$22.5 cents per \$1,000 assessed valuation from the City's regular property tax levy and the annual Fire Insurance Premium Tax distribution from the state.

The pension levy is no longer received in this fund starting 2020, as the 2019 actuarial study determined that this fund is sufficiently funded to pay all future pension benefits. However, the annual fire insurance premium tax will continue to be received in this fund.

The 2022 Proposed Budget includes \$15,480 in revenues and \$13,300 in expenditures for pension benefits. The projected fund balance at the end of 2022 is \$1,027,916.

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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 2022 will continue to be reviewed throughout the year and will be adjusted accordingly.

Each of the funds detailed within the 2022 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 are budgeted within the General Fund. Starting in 2022, street maintenance is budgeted in the Street Fund, which is a sub-fund of 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 had a banked capacity of approximately \$235,000 going into 2022 tax levy year.

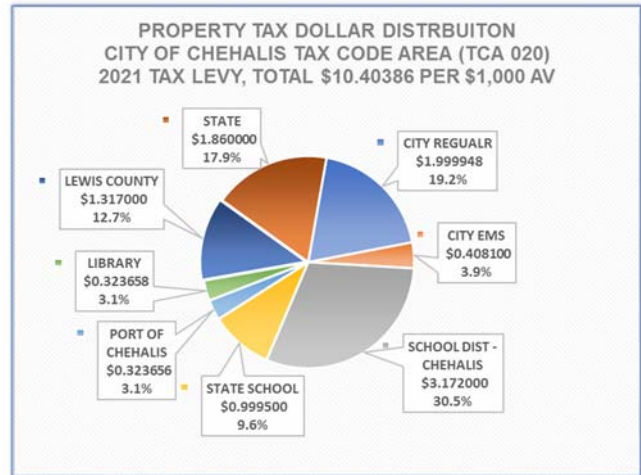
Local governments may also exceed the 1% levy lid for one or more years if they have not reached their statutory levy rate limit through a "levy lid lift". This option requires voter approval with a simple majority of votes. The maximum rate allowed by state law for cities is \$3.60 per \$1,000 assessed 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 2021 regular property tax levy by the City was \$1.99948 per \$1,000 of assessed valuation. \$0.225 of the \$2.100 was allocated by the Council to the LEOFF 1 OPEB reserve fund to provide funding for the City's LEOFF 1 police and firefighter retiree healthcare benefits. 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. 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 2021 EMS levy rate was \$0.4081 per \$1,000 AV.



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

City of Chehalis Property Tax Revenue Collections (Last Ten Years)

USE	2021 [^]	2020	2019 ¹	2018	2017 ²	2016	2015	2014	2013	2012 ³
General Purpose	\$ 938,863	\$ 1,447,434	\$ 1,419,034	\$ 1,284,729	\$ 1,317,799	\$ 1,239,018	\$ 1,247,319	\$ 1,221,741	\$ 1,205,330	\$ 1,211,882
Firemen's Pension & LEOFF 1 OPEB [^]	\$ 99,009	\$ 172,852	\$ 162,518	\$ 156,379	\$ 143,492	\$ 134,426	\$ 134,353	\$ 130,733	\$ 129,107	\$ 133,322
EMS	\$ 211,823	\$ 331,227	\$ 323,613	\$ 309,136	\$ 314,676	\$ 297,504	\$ 234,598	\$ 231,302	\$ 228,349	\$ 230,646
TOTAL	\$ 1,249,696	\$ 1,951,512	\$ 1,905,165	\$ 1,750,244	\$ 1,775,967	\$ 1,670,948	\$ 1,616,270	\$ 1,583,776	\$ 1,562,786	\$ 1,575,850

Foot Notes:

[^] Tax Collected Year-to-date 10/30/2021

[^]Starting 2020, \$0.225/\$1000 AV is being allocated to provide funding for LEOFF1 retiree medical benefits (OPEB).

¹ Ord NO. 994-B authorized \$81,719 use of banked capacity. The City has approximately \$243,000 banked capacity going into 2021 tax levy year.

² Industrial Area Annexation

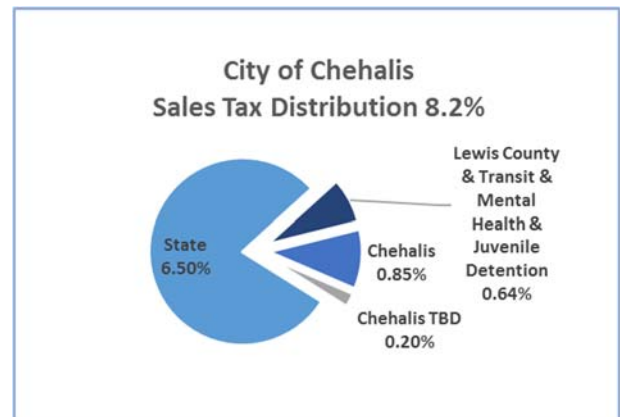
³ Ordinance 884.B. 10.7% increase over 2011 regular levy amount to provide funding for Firemen's Pension Fund.

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%. The City of Chehalis imposes 1.0% on local retail sales tax. A 0.15% of the 1.0% goes to the County.

Counties may 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. 0.01% is shared with the City Chehalis.

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 solid waste.

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 addition, 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 gross 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 purpose. 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 or towns may impose a lodging tax up to 4%. There are two lodging tax options: 1) A "basic" or "state-shared" lodging tax up to 2% (RCW 67.28.180) that is taken as a credit against the 6.5% state sales tax rate, so that the lodging patron does not see any tax increase. Since the tax is taken as a credit against the state sales tax, what a patron pays in retail sales tax and the hotel/motel tax combined is equal to the retail sales tax in the jurisdiction. 2) An "additional" or "special" lodging tax up to 2% on top of the state sales tax rate that results in a higher tax bill for the patron. If a city imposes both options at the maximum rate, that would bring the total local lodging tax rate to 4%. The City of Chehalis imposes both options at the maximum rate.

The lodging tax is imposed 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. 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%. Revenues are unrestricted and may be used for any lawful governmental purpose. Leasehold excise taxes imposed by cities and counties are credited against the 12.84% state leasehold excise tax. 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.

The population figure used in the 2022 Budget is 7,575 as determined by the Office of Financial Management for Washington State as of April 1, 2021. This figure is important when determining distribution of state shared revenues on a per capita basis. The table shows the amount of state shared revenues projected in the 2022 Budget as provided by MRSC.

2022 State Shared Revenues - Estimated			
	Per Capita	Total	Est. 2022
Share Revenues	Amount	Population	Revenue
Liquor Profits	\$ 7.79	7,575	\$ 59,010
Liquor Tax	\$ 6.45	7,575	\$ 48,860
Criminal Justice - Population Based	\$ 0.35	7,575	\$ 2,650
Criminal Justice - Special Program	\$ 1.24	7,575	\$ 9,390
Motor Vehicle Fuel Tax	\$ 18.15	7,575	\$ 137,490
Increased MVFT	\$ 1.16	7,575	\$ 8,787
Multi-Modal Distribution	\$ 1.32	7,575	\$ 10,000
Marijuana Excise Tax*	\$ -	7,575	\$ 39,400
Total	\$ 36.46		\$ 315,587

*Combination of per capita and retail sales. Used last 3-year average revenues.

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 actual liquor and wine sales. Revenues are partially restricted. At least 2% of the distribution must be used to support approved alcoholism or drug addiction treatment programs and at least 20.23% must be used for public safety programs. The remaining 77.77% is unrestricted and may be used for any lawful governmental purpose.

Liquor profits are flat distribution from liquor licensing fees. Revenues are partially restricted. At least 2% must be used for a drug or alcohol treatment program and the remaining 98% is unrestricted and may be used for any lawful governmental purpose.

Marijuana Excise Tax

Initiative 502 (I-502), which was approved by voters in 2012, legalized recreational marijuana and authorized marijuana excise taxes. Marijuana excise taxes are imposed and collected by the State of Washington; as of 2018, the state imposes a 37% marijuana excise tax on the retail sale of marijuana, marijuana concentrates, and marijuana-infused products. Cities and counties may *not* impose additional local excise taxes upon sale of marijuana. However, the state shares some of the excise tax revenues with the cities and counties. The actual revenues received by cities depend on legislative appropriations from the state budget. Marijuana excise tax distributions depend in significant part upon local marijuana policies and regulations.

There are two separate components to marijuana excise tax distributions: 1) Per capita share: Distributed on a strictly per capita (population) basis to all cities, towns, and counties that allow the siting of marijuana producers, processors, and retailers. Any jurisdiction that prohibits marijuana producers, processors, or retailers is not eligible. 2) Retail share: Distributed to all cities, towns, and counties where licensed marijuana retailers are physically located, and in proportional share to total statewide marijuana retail sales.

The restrictions on the use of marijuana excise tax revenues are somewhat murky, as there is no clear statute stating how the funds must be used. However, the notes in RCW 69.50.540 reference RCW 69.50.101 and the state intent of Initiative 502, which states that marijuana legalization will “[allow] law enforcement resources to be focused on violent and property crimes, education, health care, research, substance abuse prevention”. Payments are distributed quarterly on the last business day of March, June, September, and December. The 2022 budget includes an estimated revenue of \$35,300.

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 2022 gas tax revenue is budgeted in the Street Fund

Increased Motor Vehicle Fuel Tax and Multi-Modal Distribution

All cities and town receive a share of the increases to the state multimodal funds and increased motor vehicle fuel tax (“MVFT”) passed by the legislature in 2015 (RCW 46.68.126) on a strictly per capital (population) basis. Unlike the regular MVFT distributions, the multimodal distributions and increased MVFT funds are direct appropriations from the “connecting Washington” account established within the state motor vehicle fund. These distributions are

not adjusted for inflation and will remain the same each year unless changed by the state legislature. Unlike regular MVFT distributions, these allocations are not impacted by actual fuel tax collections or transportation licensing fees.

Revenues are restricted. Multimodal funds may be used for any transportation purpose. Increased MVFT funds must be used for street or highway purposes (including eligible pedestrian, equestrian, or bicycle trails).

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 and fees.

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 revenues 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.

OTHER 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 issue such as general obligation bonds, bank loans, interfund loans, 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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Place Holder for Budget Ordinance

CITY OF CHEHALIS
2022 BUDGET SUMMARY - ALL FUNDS
PROPOSED BUDGET

Fund No.	Fund Name	Estimated Beginning Fund Balance 01/01/2022	Revenues	Transfers In	Expenditures	Transfers Out	Estimated Ending Fund Balance 12/31/2022	Change in Fund Balance (Increase) (Decrease)	% Change
001	General Fund	\$ 1,832,460	\$ 10,989,670	\$ 457,340	\$ 10,693,001	\$ 1,216,219	\$ 1,370,250	\$ (462,210)	-25.2%
003	Street Fund	120,905	161,473	876,828	1,057,976	-	101,230	(19,675)	-16.3%
004	Building Abatement Fund	51,714	50	-	-	-	51,764	50	0.1%
102	Arterial Street Fund	90,828	-	-	-	90,828	-	(90,828)	-100.0%
103	Transportation Benefit District Fund	3,219,250	4,283,000	-	3,700,000	-	3,802,250	583,000	18.1%
107	Tourism Fund	72,990	235,070	-	149,300	108,686	50,074	(22,916)	-31.4%
110	Compensated Absences Reserve Fund	247,420	240	-	61,700	-	185,960	(61,460)	-24.8%
115	LEOFF 1 OPEB Reserve Fund	31,407	100	205,800	156,700	-	80,607	49,200	156.7%
195	Community Development Block Grant Fund	23,642	25	-	1,000	-	22,667	(975)	-4.1%
197	HUD Block Grant Fund	86,604	85	-	2,000	-	84,689	(1,915)	-2.2%
199	Federal Grant Control Fund	731,118	1,069,443	-	-	420,000	1,380,561	649,443	88.8%
200	General Obligation Bond Fund	5	-	299,516	299,515	-	6	1	20.0%
301	Public Facilities Reserve Fund	410,271	250	200,000	130,000	180,000	300,521	(109,750)	-26.8%
302	Automotive/Equipment Reserve Fund	268,192	100	-	-	-	268,292	100	0.0%
303	Parks Improvement Fund	-	-	180,000	-	-	180,000	180,000	0.0%
305	First Quarter REET Fund	202,279	126,400	-	-	130,494	198,185	(4,094)	-2.0%
306	Second Quarter REET Fund	276,196	126,475	-	-	73,257	329,414	53,218	19.3%
402	Garbage Fund	8,333	6,110	-	7,000	-	7,443	(890)	-10.7%
404	Wastewater Fund	5,087,505	5,383,400	-	5,532,194	2,000,000	2,938,711	(2,148,794)	-42.2%
414	Wastewater Capital Fund	-	147,800	2,000,000	542,000	-	1,605,800	1,605,800	0.0%
405	Water Fund	7,310,614	2,892,001	-	2,800,709	6,400,000	1,001,906	(6,308,708)	-86.3%
415	Water Capital Fund	-	357,600	6,400,000	841,000	-	5,916,600	5,916,600	0.0%
406	Storm and Surface Water Fund	1,460,784	584,370	-	581,020	1,295,000	169,134	(1,291,650)	-88.4%
416	Storm and Surface Water Capital Fund	-	135,400	1,295,000	57,900	-	1,372,500	1,372,500	0.0%
407	Airport Fund	1,996,415	1,470,130	-	1,463,923	1,534,000	468,622	(1,527,793)	-76.5%
417	Airport Capital Fund	-	389,750	1,534,000	76,500	-	1,847,250	1,847,250	0.0%
611	Firemen's Pension	1,025,736	15,480	-	13,300	-	1,027,916	2,180	0.2%
TOTALS		\$ 24,554,668	\$ 28,374,422	\$ 13,448,484	\$ 28,166,738	\$ 13,448,484	\$ 24,762,352	\$ 207,684	0.8%

CITY OF CHEHALIS
2022 REVENUE BUDGET SUMMARY - ALL FUNDS
PROPOSED BUDGET

Fund No.	Fund Name	Estimated Beginning Fund Balance 01/01/2022	Revenues	Transfers In	Transfer Type	2022 Total Revenues & Transfers In	Total Appropriation with Fund Balance
001	General Fund	\$ 1,832,460	\$ 10,989,670	\$ 457,340	1	\$ 11,447,010	\$ 13,279,470
003	Street Fund	120,905	161,473	876,828	1, 2	1,038,301	1,159,206
004	Building Abatement Fund	51,714	50	-		50	51,764
102	Arterial Street Fund	90,828	-	-		-	90,828
103	Transportation Benefit District Fund	3,219,250	4,283,000	-		4,283,000	7,502,250
107	Tourism Fund	72,990	235,070	-		235,070	308,060
110	Compensated Absences Reserve Fund	247,420	240	-		240	247,660
115	LEOFF 1 OPEB Reserve Fund	31,407	100	205,800	1	205,900	237,307
195	Community Development Block Grant Fund	23,642	25	-		25	23,667
197	HUD Block Grant Fund	86,604	85	-		85	86,689
199	Federal Grant Control Fund	731,118	1,069,443	-		1,069,443	1,800,561
200	General Obligation Bond Fund	5	-	299,516	2	299,516	299,521
301	Public Facilities Reserve Fund	410,271	250	200,000		200,250	610,521
302	Automotive/Equipment Reserve Fund	268,192	100	-		100	268,292
303	Parks Improvement Fund	-	-	180,000	3	180,000	180,000
305	First Quarter REET Fund	202,279	126,400	-		126,400	328,679
306	Second Quarter REET Fund	276,196	126,475	-		126,475	402,671
402	Garbage Fund	8,333	6,110	-		6,110	14,443
404	Wastewater Fund	5,087,505	5,383,400	-		5,383,400	10,470,905
414	Wastewater Capital Fund	-	147,800	2,000,000	3	2,147,800	2,147,800
405	Water Fund	7,310,614	2,892,001	-		2,892,001	10,202,615
415	Water Capital Fund	-	357,600	6,400,000	3	6,757,600	6,757,600
406	Storm and Surface Water Fund	1,460,784	584,370	-		584,370	2,045,154
416	Storm and Surface Water Capital Fund	-	135,400	1,295,000	3	1,430,400	1,430,400
407	Airport Fund	1,996,415	1,470,130	-		1,470,130	3,466,545
417	Airport Capital Fund	-	389,750	1,534,000	3	1,923,750	1,923,750
611	Firemen's Pension	1,025,736	15,480	-		15,480	1,041,216
TOTALS		\$ 24,554,668	\$ 28,374,422	\$ 13,448,484		\$ 41,822,906	\$ 66,377,574

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

CITY OF CHEHALIS
2022 EXPENDITURE BUDGET SUMMARY - ALL FUNDS
PROPOSED BUDGET

Fund No.	Fund Name	Operating Purpose	Debt Service Purpose	Capital Purpose	Transfers Out	Transfer Type	Total Expenditures	Estimated Ending Fund Balance 12/31/2022	2022 Total Appropriation with Fund Balance
001	General Fund	\$ 10,343,681	\$ 67,933	\$ 281,387	\$ 1,216,219	1, 2	\$ 11,909,220	\$ 1,370,250	\$ 13,279,470
003	Street Fund	1,014,775	43,201	-	-		1,057,976	101,230	1,159,206
004	Building Abatement Fund	-	-	-	-		-	51,764	51,764
102	Arterial Street Fund	-	-	-	90,828	1	90,828	-	90,828
103	Transportation Benefit District Fund	100,000	-	3,600,000	-		3,700,000	3,802,250	7,502,250
107	Tourism Fund	149,300	-	-	108,686	1, 2	257,986	50,074	308,060
110	Compensated Absences Reserve Fund	61,700	-	-	-		61,700	185,960	247,660
115	LEOFF 1 OPEB Reserve Fund	156,700	-	-	-		156,700	80,607	237,307
195	Community Development Block Grant Fund	1,000	-	-	-		1,000	22,667	23,667
197	HUD Block Grant Fund	2,000	-	-	-		2,000	84,689	86,689
199	Federal Grant Control Fund	-	-	-	420,000	1, 3	420,000	1,380,561	1,800,561
200	General Obligation Bond Fund	-	299,515	-	-		299,515	6	299,521
301	Public Facilities Reserve Fund	-	-	130,000	180,000	3	310,000	300,521	610,521
302	Automotive/Equipment Reserve Fund	-	-	-	-		-	268,292	268,292
303	Parks Improvement Fund	-	-	-	-		-	180,000	180,000
305	First Quarter REET Fund	-	-	-	130,494	2	130,494	198,185	328,679
306	Second Quarter REET Fund	-	-	-	73,257	2	73,257	329,414	402,671
402	Garbage Fund	7,000	-	-	-		7,000	7,443	14,443
404	Wastewater Fund	3,649,320	1,882,874	-	2,000,000	3	7,532,194	2,938,711	10,470,905
414	Wastewater Capital Fund	-	-	542,000	-		542,000	1,605,800	2,147,800
405	Water Fund	2,564,365	236,344	-	6,400,000	3	9,200,709	1,001,906	10,202,615
415	Water Capital Fund	-	-	841,000	-		841,000	5,916,600	6,757,600
406	Storm and Surface Water Fund	580,600	420	-	1,295,000	3	1,876,020	169,134	2,045,154
416	Storm and Surface Water Capital Fund	-	-	57,900	-		57,900	1,372,500	1,430,400
407	Airport Fund	1,336,780	127,143	-	1,534,000	3	2,997,923	468,622	3,466,545
417	Airport Capital Fund	-	-	76,500	-		76,500	1,847,250	1,923,750
611	Firemen's Pension	13,300	-	-	-		13,300	1,027,916	1,041,216
TOTALS		\$ 19,980,521	\$ 2,657,430	\$ 5,528,787	\$ 13,448,484		\$ 41,615,222	\$ 24,762,352	\$ 66,377,574

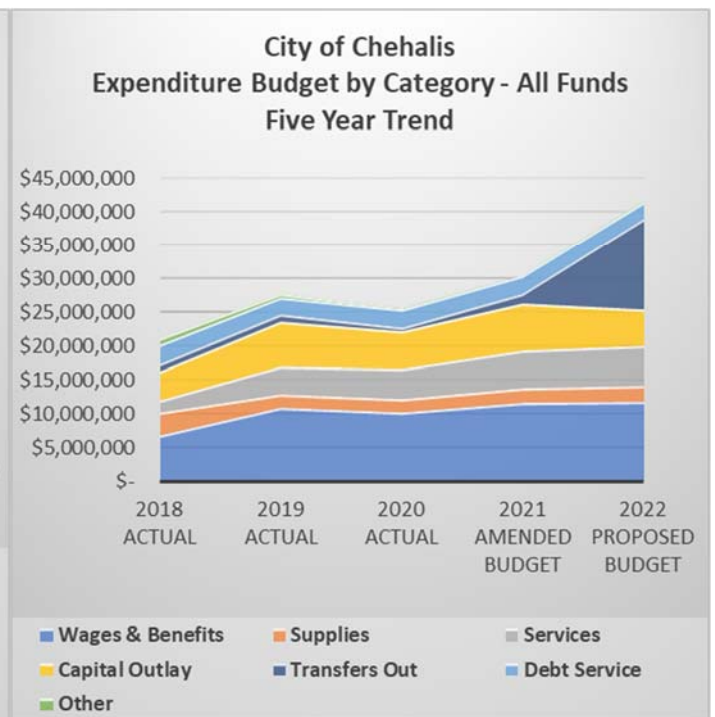
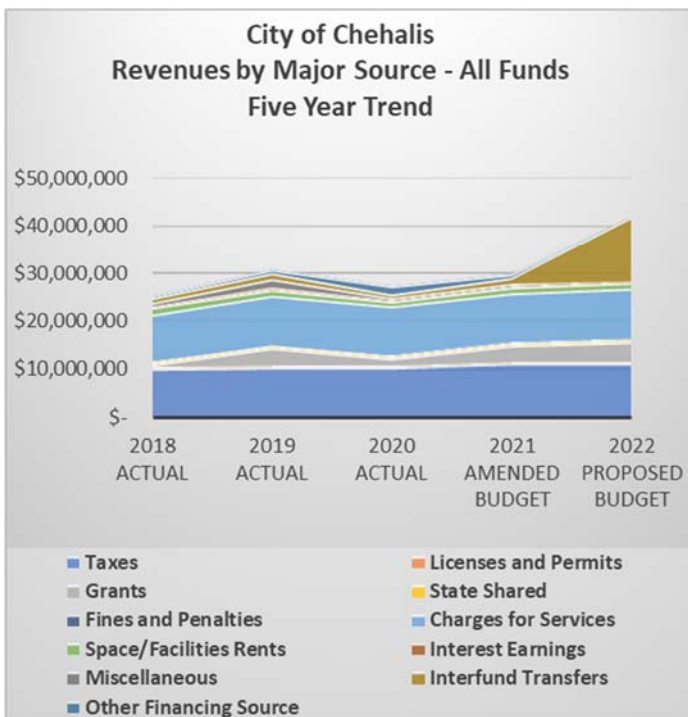
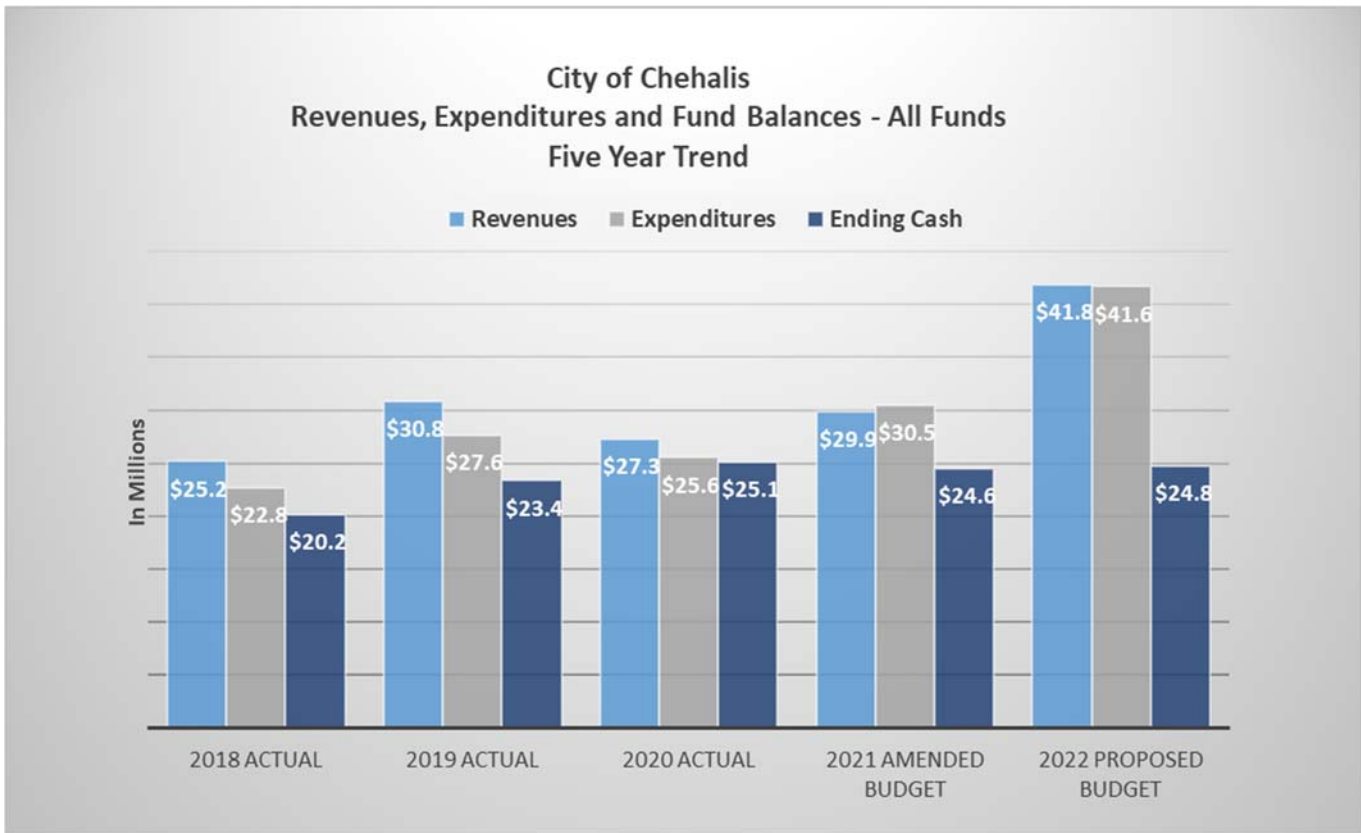
Transfer Types: 1=Operating, 2=Debt Service, 3=Capital, Equity or Reserves

ALL FUNDS
SUMMARY OF BUDGET TOTALS
FUND TOTALS INCLUDING FUND BALANCES
PROPOSED BUDGET

Fund No.	Fund Name	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
001	General Fund	\$ 12,081,154	\$ 11,765,084	\$ 13,275,542	\$ 13,279,470	\$ 3,928	0.0%
003	Street Fund	375,602	274,092	305,425	1,159,206	853,781	279.5%
004	Building Abatement Fund	183,032	13,593	51,714	51,764	50	0.1%
102	Arterial Street Fund	286,068	261,500	259,128	90,828	(168,300)	-64.9%
103	Transportation Benefit District Fund	2,335,556	3,812,304	4,856,900	7,502,250	2,645,350	54.5%
107	Tourism Fund	629,147	635,082	329,553	308,060	(21,493)	-6.5%
110	Compensated Absences Reserve Fund	196,908	198,020	398,420	247,660	(150,760)	-37.8%
115	LEOFF 1 OPEB Reserve Fund	-	173,172	199,707	237,307	37,600	18.8%
195	Community Development Block Grant Fund	24,654	24,592	24,642	23,667	(975)	-4.0%
197	HUD Block Grant Fund	87,927	88,424	88,604	86,689	(1,915)	-2.2%
199	Federal Grant Control Fund	-	-	1,066,299	1,800,561	734,262	68.9%
200	General Obligation Bond Fund	99,864	160,915	301,939	299,521	(2,418)	-0.8%
301	Public Facilities Reserve Fund	3,847,443	3,737,356	1,670,456	610,521	(1,059,935)	-63.5%
302	Automotive/Equipment Reserve Fund	279,906	241,884	314,692	268,292	(46,400)	-14.7%
303	Parks Improvement Fund	-	-	-	180,000	180,000	0.0%
305	First Quarter REET Fund	177,193	257,357	332,475	328,679	(3,796)	-1.1%
306	Second Quarter REET Fund	186,524	273,783	351,327	402,671	51,344	14.6%
402	Garbage Fund	13,769	13,072	14,433	14,443	10	0.1%
404	Wastewater Fund	10,731,464	10,855,818	10,900,075	10,470,905	(429,170)	-3.9%
414	Wastewater Capital Fund	-	-	-	2,147,800	2,147,800	0.0%
405	Water Fund	10,866,113	11,257,584	11,228,721	10,202,615	(1,026,106)	-9.1%
415	Water Capital Fund	-	-	-	6,757,600	6,757,600	0.0%
406	Storm and Surface Water Fund	1,999,853	2,202,377	2,408,884	2,045,154	(363,730)	-15.1%
416	Storm and Surface Water Capital Fund	-	-	-	1,430,400	1,430,400	0.0%
407	Airport Fund	5,561,908	3,353,452	5,598,184	3,466,545	(2,131,639)	-38.1%
417	Airport Capital Fund	-	-	-	1,923,750	1,923,750	0.0%
611	Firemen's Pension	1,071,679	1,033,346	1,039,036	1,041,216	2,180	0.2%
TOTAL TOTALS		\$ 51,035,764	\$ 50,632,807	\$ 55,016,156	\$ 66,377,574	\$ 11,361,418	26.3%

ALL FUNDS
SUMMARY BY REVENUE AND EXPENDITURE CATEGORY
2022 PROPOSED BUDGET

Category	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021 to 2022	% Change
REVENUE SOURCE						
Tax Revenues:						
Property Tax	\$ 2,067,683	\$ 1,951,512	\$ 1,980,859	\$ 2,137,200	\$ 156,341	7.9%
Sales Tax	5,155,589	5,283,037	5,718,100	5,543,000	(175,100)	-3.1%
Sales Tax - TBD	1,153,653	1,196,187	1,286,000	1,256,000	(30,000)	-2.3%
Hotel/Motel Tax	258,216	212,388	219,500	235,000	15,500	7.1%
Utility Tax	1,591,058	1,589,090	1,619,400	1,615,000	(4,400)	-0.3%
Leasehold Excise Tax	58,476	56,164	54,700	61,800	7,100	13.0%
Real Estate Excise Tax	225,624	240,440	224,900	252,400	27,500	12.2%
Total Tax Revenues	10,510,299	10,528,818	11,103,459	11,100,400	(3,059)	0.0%
Other Revenues:						
Licenses and Permits	235,162	224,054	335,720	459,700	123,980	36.9%
Intergovernmental Grants	3,620,571	1,550,887	3,477,072	4,143,203	666,131	19.2%
State Shared	461,150	479,129	513,496	472,233	(41,263)	-8.0%
Charges for Services	10,275,063	10,040,413	10,303,230	10,402,490	99,260	1.0%
Fines and Forfeits	210,616	141,993	122,705	190,770	68,065	55.5%
Interest Earnings	454,369	199,020	63,601	44,041	(19,560)	-30.8%
Rents and Leases	1,284,108	1,198,162	1,292,211	1,362,580	70,369	5.4%
Miscellaneous	1,391,287	401,019	252,538	48,450	(204,088)	-80.8%
Custodial and Refundable Deposits	409,776	150,852	226,220	96,420	(129,800)	-57.4%
Interfund Loan Repayment	68,308	69,482	70,911	54,135	(16,776)	-23.7%
Interfund Loan Financing	-	-	-	-	-	0.0%
Debt Issuance Proceeds	894,945	1,724,000	750,000	-	(750,000)	-100.0%
Proceeds from Disposal of Capital Asset	-	-	-	-	-	0.0%
Transfers In	1,027,827	619,499	1,359,915	13,448,484	12,088,569	888.9%
Total Other Revenues	20,333,182	16,798,510	18,767,619	30,722,506	11,954,887	63.7%
TOTAL REVENUES	\$ 30,843,481	\$ 27,327,328	\$ 29,871,078	\$ 41,822,906	\$ 11,951,828	40.0%
EXPENDITURES						
Salaries/Wages	\$ 7,219,654	\$ 6,971,327	\$ 7,805,120	\$ 8,020,570	215,450	2.8%
Benefits	3,637,094	3,242,323	3,762,843	3,808,190	45,347	1.2%
Supplies	1,967,900	1,932,859	2,136,715	2,320,371	183,656	8.6%
Services	4,185,678	4,445,626	5,538,416	5,782,590	244,174	4.4%
Capital Outlay	6,641,893	5,502,872	7,060,101	5,528,787	(1,531,314)	-21.7%
Debt Service	2,493,601	2,586,323	2,675,291	2,602,839	(72,452)	-2.7%
Interfund Loan Repayment	73,841	72,787	72,787	54,591	(18,196)	-25.0%
Custodial Disbursements	392,789	204,121	48,800	48,800	-	0.0%
Interfund Service	(2)	2	1,500	-	(1,500)	-100.0%
Transfer Out	1,027,827	619,499	1,359,915	13,448,484	12,088,569	888.9%
TOTAL EXPENDITURES	\$ 27,640,275	\$ 25,577,739	\$ 30,461,488	\$ 41,615,222	\$ 11,153,734	36.6%
Increase (Decrease) in Fund Balance	\$ 3,203,206	\$ 1,749,589	\$ (590,410)	\$ 207,684	\$ 798,094	-135.2%
Beginning Cash, January 1	20,192,283	23,395,489	25,145,078	24,554,668	(590,410)	-2.3%
ENDING CASH, DECEMBER 31	\$ 23,395,489	\$ 25,145,078	\$ 24,554,668	\$ 24,762,352	\$ 207,684	0.8%



2022 Capital Budget

Department/Description	Project Code	2022 Proposed Budget
Facilities and Parks		
Mower Lease Payment		12,542
3 Utility Trailers		9,000
One Small Area Mower		9,000
One Pickup Truck		15,000
Hammerhead Manual Vacuum		3,040
		48,582
Police		
Body Cameras with Software		120,000
One Patrol Car		47,000
		167,000
Fire		
Fire - Fire Brush Truck F350 with communications equipment		65,805
Total General Fund		281,387
Transportation Benefit District (TBD) Fund		
Chehalis Avenue Reconstruction - Design & Engineering	T011.1003	150,000
Chehalis Avenue Reconstruction - Construction		1,350,000
National Avenue Resurfacing - Design, Engineering		150,000
National Avenue Resurfacing - Construction		600,000
Main Street Resurfacing - Design, Engineering		150,000
Main Street Resurfacing - Construction		600,000
Downtown Market Boulevard Reconstruction - Design		600,000
Total TBD Fund		3,600,000
Public Facilities Reserve Fund		
Police Evidence Garage		80,000
Parks and Recreation and Finance Office Renovation		50,000
Total Public Facilities Reserve Fund		130,000
Wastewater Fund		
Repair of I&I in Sewer System		250,000
Upgrade Pump Station Communications and Control Systems		130,000
Riverside WWTP Spare Pump		40,000
Prindle WWTP Spare Pump		107,000
Chlorine Tablet Skid		15,000
Total Wastewater Fund		542,000
Water Fund		
Lime Machine		40,000
Replace windows and ceiling at WFP		35,000
Chehalis Avenue Waterline Replacement - Construction & Engineering	T011.1003	600,000
Chehalis Raw Water Pump Line Design & Preliminary Engineering		60,000
Geenwood Avenue area Waterline Replacement - Design		31,000
Water Rights Application		75,000
Total Water Fund		841,000
Storm & Surface Water Fund		
Chehalis Avenue Reconstruction - Construction		46,300
Chehalis Avenue Reconstruction - Engineering	T011.1003	11,600
Total Storm & Surface Water Fund		57,900
Airport Fund		
Restroom facilities renovation		15,000
One Tractor and Vehicle Lift for Shop		11,500
Arkansas Way Extension - Design		50,000
Total Airport Fund		76,500
TOTAL		5,528,787

City of Chehalis
2022 Budget Schedule of Interfund Transfers

Transfer-out (Transferring Fund)	Total Transfer Out	Transfer-In (Receiving Funds)								Total Transfer In	Note
		General Fund (001)	Street Fund (003)	LEOFF 1 OPEB Reserve Fund (115)	G.O Bond Fund (200)	Public Facilities Reserve Fund (301)	Park Improve- ment Fund (303)	Utility Capital Funds (414,415,416)	Airport Capital Fund (417)		
General Fund	\$ 24,419				\$ 24,419					\$ 24,419	1
General Fund	786,000		786,000							786,000	2
General Fund	205,800			205,800						205,800	3
General Fund	200,000					200,000				200,000	4
Total General Fund (001)	1,216,219	-	786,000	205,800	24,419	200,000	-	-	-	1,216,219	
Arterial Street Fund (102)	90,828		90,828							90,828	5
Tourism Fund	71,346				71,346					71,346	6
Tourism Fund	37,340	37,340								37,340	7
Total Tourism Fund (107)	108,686	37,340			71,346					108,686	
Federal Grant Control Fund (199)	420,000	420,000								420,000	8
Public Facilities Reserve Fund (301)	180,000						180,000			180,000	9
First Quarter REET Fund (305)	130,494				130,494					130,494	10
Second Quarter REET Fund (306)	73,257				73,257					73,257	11
Wastewater Fund (404)	2,000,000							2,000,000		2,000,000	12
Water Fund (405)	6,400,000							6,400,000		6,400,000	12
Storm & Surface Water Fund (406)	1,295,000							1,295,000		1,295,000	12
Airport Fund (407)	1,534,000								1,534,000	1,534,000	12
Total Transfers	\$ 13,448,484	\$ 457,340	\$ 876,828	\$ 205,800	\$ 299,516	\$ 200,000	\$ 180,000	\$ 9,695,000	\$ 1,534,000	\$ 13,448,484	

- Purposes
1. 2011 LTGO City Hall debt service share 25%
 2. Street Maintenance and Operations
 3. \$0.225 per \$1,000 AV Fire Pension levy for LEOFF 1 OPEB
 4. Reserve for future permanent fire station A&E
 5. Closing the Fund. Transfer of residual fund balance to Street Fund
 6. 2019 LTGO Bond (Recreation Park) Debt Service
 7. Recreation Service and Pool Sand Filter Replacement
 8. ARPA funds for Police Body Cameras and Police and Fire Staffing
 9. Balance of Recreation Ball Park Donations
 10. 2020 LTGO Bond (Fire Station Land) Debt Service
 11. 2011 LTGO Bond (City Hall) Debt Service
 12. For capital replacement reserves

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

Department / Classification	Class	2019 Actual	2020 Actual	2021 Budget	2022 Budget	Changes 2021-2022
GENERAL FUND						
MUNICIPAL COURT						
Judge	Non-Represented	0.35	0.35	0.35	0.35	0.00
Court Administrator	Non-Represented	1.00	1.00	1.00	1.00	0.00
Court Clerk	Teamster	1.00	1.00	1.00	1.00	0.00
Judicial Assistant /Sentence Monitor	Teamster	0.73	0.73	0.73	0.73	0.00
Community Corrections Officer	Non-Represented	0.10	0.10	0.10	0.10	0.00
Total Municipal Court		3.18	3.18	3.18	3.18	0.00
CITY MANAGER						
City Manager	Non-Represented	1.00	1.00	1.00	1.00	0.00
Administrative Assistant	Teamster	1.00	1.00	1.00	1.00	0.00
Total City Manager		2.00	2.00	2.00	2.00	0.00
CITY CLERK						
City Clerk	Non-Represented	1.00	1.00	1.00	1.00	0.00
Total City Clerk		1.00	1.00	1.00	1.00	0.00
FINANCE						
Finance Director	Non-Represented	1.00	1.00	1.00	1.00	0.00
Financial Analyst	Non-Represented	0.00	0.00	0.00	1.00	1.00
Payroll Accountant	Teamster	1.00	1.00	1.00	1.00	0.00
Accounting Technician II	Teamster	1.00	1.00	1.00	1.00	0.00
Financial Analyst (Variable PT)	Hourly	0.30	0.30	0.20	0.10	-0.10
Total Finance		3.30	3.30	3.20	4.10	0.90
FACILITIES AND PARKS						
Property/Facilities Manager	Non-Represented	1.00	1.00	1.00	1.00	0.00
Property Maintenance Tech. I	Teamster	4.00	4.00	4.00	4.00	0.00
Property Maintenance Worker 1 FTE	Teamster	0.00	0.00	0.00	1.00	1.00
Property Maintenance Aide (seasonal)	Hourly	3.10	3.10	2.10	2.10	0.00
Administrative Assistant - Recreation	Teamster	0.00	0.00	0.40	0.40	0.00
Recreation Manager	Non-Represented	0.00	0.00	0.20	0.20	0.00
Public Works Director	Non-Represented	0.05	0.05	0.00	0.00	0.00
Public Works Office Manager	Teamster	0.20	0.20	0.00	0.00	0.00
Total Facilities & Parks		8.35	8.35	7.70	8.70	1.00
HUMAN RESOURCES						
Human Resources/Risk Manager	Non-Represented	1.00	1.00	1.00	1.00	0.00
Total Human Resources		1.00	1.00	1.00	1.00	0.00
POLICE						
Chief of Police	Non-Represented	1.00	1.00	1.00	1.00	0.00
Deputy Chief	Non-Represented	1.00	1.00	1.00	1.00	0.00
Administrative Assistant	Teamster	1.00	1.00	1.00	1.00	0.00
Records Technician	Teamster	2.00	2.00	2.00	2.00	0.00
Records Assistant/Evidence Tech	Teamster	1.00	1.00	1.00	1.00	0.00
Police Sergeant	Guild	4.00	4.00	4.00	4.00	0.00
Police Officer (Patrol & Detective)	Guild	12.00	11.00	11.00	12.00	1.00
Parking Enforcement/Evidence Technician	Teamster	0.00	0.00	0.00	0.00	0.00
Parking Enforcement Officer (PT)	Teamster	0.50	0.00	0.00	0.50	0.50
Community Services Officer	Teamster	1.00	1.00	1.00	1.00	0.00
Civil Service Examiner (Variable)	Hourly	0.05	0.05	0.05	0.05	0.00
Total Police		23.55	22.05	22.05	23.55	1.50
FIRE						
Fire Chief	Non-Represented	1.00	1.00	1.00	1.00	0.00
Department Administrative Assistant	Non-Represented	1.00	1.00	1.00	1.00	0.00
Fire Captain	IAFF	4.00	4.00	4.00	4.00	0.00
Firefighter/Engineer	IAFF	8.00	8.00	6.00	8.00	2.00
Civil Service Examiner (PT)	Hourly	0.10	0.10	0.10	0.10	0.00
Total Fire		14.10	14.10	12.10	14.10	2.00

FTE Schedule page 1 of 4

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

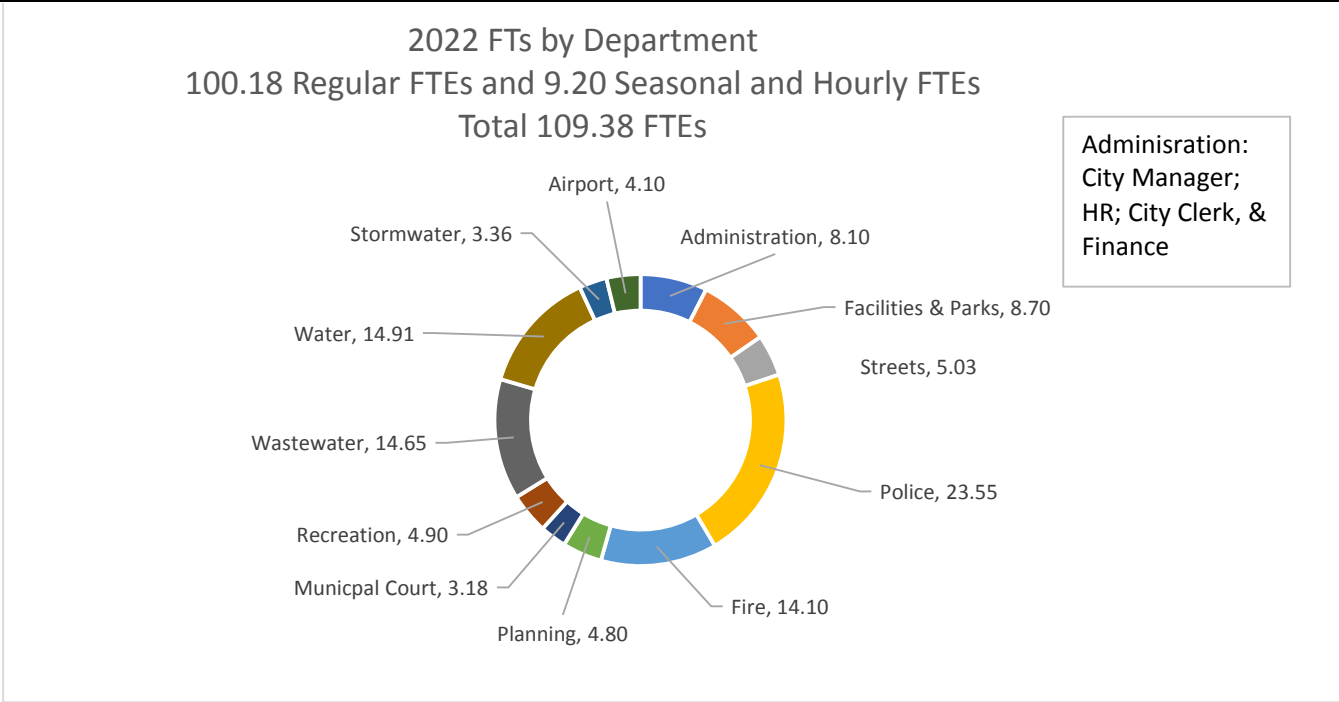
Department / Classification	Class	2019 Actual	2020 Actual	2021 Budget	2022 Budget	Changes 2021-2022
STREET						
Street/Stormwater Superintendent	Non-Represented	0.50	0.50	0.50	0.50	0.00
Public Works Director	Non-Represented	0.20	0.08	0.20	0.20	0.00
Public Works Office Manager	Teamster	0.20	0.20	0.25	0.25	0.00
Vehicle Maintenance Tech.	Teamster	1.00	1.00	1.00	1.00	0.00
Equipment Operator II	Teamster	0.75	0.75	0.75	0.75	0.00
Equipment Operator I	Teamster	0.75	0.75	0.75	0.75	0.00
Engineering Tech. III	Teamster	0.30	0.10	0.00	0.00	0.00
Engineering Tech II	Teamster	0.30	0.10	0.12	0.12	0.00
Storm/Wastewater Collection Specialist	Teamster	0.50	0.50	0.50	0.50	0.00
Property Maint. Aide (Seasonal)	Hourly	0.80	0.96	0.96	0.96	0.00
Community Development Director	Non-Represented	0.08	0.00	0.00	0.00	0.00
Planning and Building Manager	Non-Represented	0.10	0.10	0.00	0.00	0.00
Traffic Control Technician	Teamster	0.00	0.00	0.00	0.00	0.00
Total Street		5.48	5.04	5.03	5.03	0.00
PLANNING AND BUILDING						
Planning and Building Manager	Non-Represented	0.50	0.75	0.75	0.75	0.00
Planner (Limited Term, Full-Time)	Non-Represented	0.00	0.00	0.00	1.00	1.00
Permit Technician	Teamster	1.00	1.00	2.00	2.00	0.00
Building Code/Fire Marshal (PT)	Hourly	0.00	0.45	0.45	0.45	0.00
Temp Records Assistant (PT)	Hourly	0.00	0.00	0.50	0.50	0.00
Development Review Specialist/Bldg. Inspector	Teamster	1.00	1.00	0.00	0.00	0.00
Public Works Director	Non-Represented	0.00	0.05	0.10	0.10	0.00
Community Development Director/Engineer	Non-Represented	0.05	0.00	0.00	0.00	0.00
Total Planning & Building		2.55	3.25	3.80	4.80	1.00
RECREATION						
Recreation Manager	Non-Represented	1.00	1.00	0.80	0.80	0.00
Administrative Assistant	Teamster	1.00	1.00	0.60	0.60	0.00
Temp Administrative Assistant	Non-Represented	0.50	0.50	0.00	0.50	0.50
Swimming Pool Part time (Seasonal)	Hourly	3.00	3.00	3.00	3.00	0.00
Recreational Aides Part time (Seasonal)	Hourly	0.00	0.00	0.00	0.00	0.00
Public Works Director	Non-Represented	0.02	0.02	0.00	0.00	0.00
Total Recreation		5.52	5.52	4.40	4.90	0.50
TOTAL GENERAL FUND		70.03	68.79	65.46	72.36	6.90
WASTEWATER						
Wastewater Superintendent	Non-Represented	1.00	1.00	1.00	1.00	0.00
Public Works Director	Non-Represented	0.20	0.20	0.25	0.25	0.00
Public Works Office Manager	Teamster	0.20	0.20	0.25	0.25	0.00
Maintenance Tech - Electrical	Teamster	1.00	1.00	1.00	1.00	0.00
Lead Wastewater Treatment Plant Operator	Teamster	1.00	1.00	1.00	1.00	0.00
WW Treatment Operator	Teamster	3.00	3.00	3.00	3.00	0.00
Wastewater Laboratory Tech. II	Teamster	1.00	1.00	1.00	1.00	0.00
Wastewater Operator In-Training	Teamster	0.00	1.00	1.00	1.00	0.00
Storm/Wastewater Collection Specialist	Teamster	2.00	2.00	2.00	2.00	0.00
Poplar Tree Farm Worker/Utility Worker 1	Teamster	1.00	0.50	1.00	1.00	0.00
Poplar Tree Farm Worker/Utility Worker II	Teamster	0.50	1.00	1.00	1.00	0.00
Engineering Tech. III	Teamster	0.46	0.43	0.00	0.00	0.00
Engineering Tech II	Teamster	0.46	0.43	0.88	0.88	0.00
Wastewater Laboratory Assistant 0.5 FTE	Teamster	0.00	0.00	0.00	0.00	0.00
Property Maintenance Aide (Seasonal)	Hourly	0.92	1.22	1.22	1.22	0.00
Planning and Building Manager	Non-Represented	0.10	0.10	0.05	0.05	0.00
Community Development Director/Engineer	Non-Represented	0.20	0.00	0.00	0.00	0.00
Total Wastewater		13.04	14.08	14.65	14.65	0.00
WATER						
Water Superintendent	Non-Represented	1.00	1.00	1.00	1.00	0.00

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

Department / Classification	Class	2019 Actual	2020 Actual	2021 Budget	2022 Budget	Changes 2021-2022
Public Works Director	Non-Represented	0.20	0.20	0.25	0.25	0.00
Public Works Office Manager	Teamster	0.20	0.20	0.25	0.25	0.00
Maintenance Tech -Electrical	Teamster	1.00	1.00	1.00	1.00	0.00
Water Treatment Plant Operator II	Teamster	1.00	1.00	1.00	1.00	0.00
Water Treatment Plant Operator I	Teamster	2.00	2.00	2.00	2.00	0.00
Water PTP Operator In-Training	Teamster	0.00	0.00	1.00	1.00	0.00
Water Distribution Operator II	Teamster	2.00	2.00	2.00	2.00	0.00
Water Distribution Operator I/Meter Reader	Teamster	2.00	2.00	2.00	2.00	0.00
Vehicle Maintenance Tech.	Teamster	1.00	1.00	1.00	1.00	0.00
Utility Customer Service Rep. I	Teamster	1.00	1.00	1.00	1.00	0.00
Utility Customer Service Rep. II	Teamster	1.00	1.00	1.00	1.00	0.00
Engineering Tech. III	Teamster	0.49	0.44	0.00	0.00	0.00
Engineering Tech II	Teamster	0.49	0.44	0.88	0.88	0.00
Community Development Director	Non-Represented	0.20	0.00	0.00	0.00	0.00
Planning and Building Manager	Non-Represented	0.10	0.10	0.05	0.05	0.00
Public Works Maintenance Aide (Seasonal)	Hourly	0.68	0.48	0.48	0.48	0.00
Total Water		14.36	13.86	14.91	14.91	0.00
STORM & SURFACE WATER						
Street/Stormwater Superintendent	Non-Represented	0.50	0.50	0.50	0.50	0.00
Public Works Director	Non-Represented	0.20	0.15	0.20	0.20	0.00
Public Works Office Manager	Teamster	0.20	0.20	0.25	0.25	0.00
Storm/Wastewater Collection Specialist	Teamster	1.50	1.50	1.50	1.50	0.00
Engineering Tech. III	Teamster	0.20	0.03	0.00	0.00	0.00
Engineering Tech II	Teamster	0.20	0.03	0.12	0.12	0.00
Equipment Operator I	Teamster	0.25	0.25	0.25	0.25	0.00
Equipment Operator II	Teamster	0.25	0.25	0.25	0.25	0.00
Community Development Director	Non-Represented	0.15	0.00	0.00	0.00	0.00
Planning and Building Manager	Non-Represented	0.10	0.10	0.05	0.05	0.00
PW Property Maint. Aide (Seasonal)	Hourly	0.26	0.26	0.24	0.24	0.00
Total Storm & Surface Water		3.81	3.27	3.36	3.36	0.00
AIRPORT						
Airport Operations Coordinator	Non-Represented	1.00	1.00	1.00	1.00	0.00
Office Manager	Non-Represented	1.00	1.00	1.00	1.00	0.00
Airport Maintenance Technician	Non-Represented	1.00	1.00	1.00	1.00	0.00
Airport Maintenance Worker	Non-Represented	1.00	1.00	1.00	1.00	0.00
Public Works Director	Non-Represented	0.00	0.20	0.00	0.00	0.00
Planning and Building Manager	Non-Represented	0.10	0.10	0.10	0.10	0.00
Community Development Director	Non-Represented	0.25	0.00	0.00	0.00	0.00
Summer Intern (Seasonal)	Hourly	0.25	0.00	0.00	0.00	0.00
Total Airport		4.60	4.30	4.10	4.10	0.00
TOTAL CITY-WIDE		105.84	104.30	102.48	109.38	6.90
Regular Full-Time & Part-Time Total	REGULAR	96.38	94.38	93.18	100.18	7.00
Seasonal & Hourly Part-Time Total	Hourly	9.46	9.92	9.30	9.20	-0.1
		-	-	-	-	0.00
TOTAL BY SALARY GROUP						
Non-Represented		21.75	21.15	20.45	22.95	2.50
GUILD		16.00	15.00	15.00	16.00	1.00
IAFF		12.00	12.00	10.00	12.00	2.00
Teamster		46.63	46.23	47.73	49.23	1.50
Hourly		9.46	9.92	9.30	9.20	(0.10)
TOTAL		105.84	104.30	102.48	109.38	6.90

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

Department / Classification	Class	2019 Actual	2020 Actual	2021 Budget	2022 Budget	Changes 2021-2022
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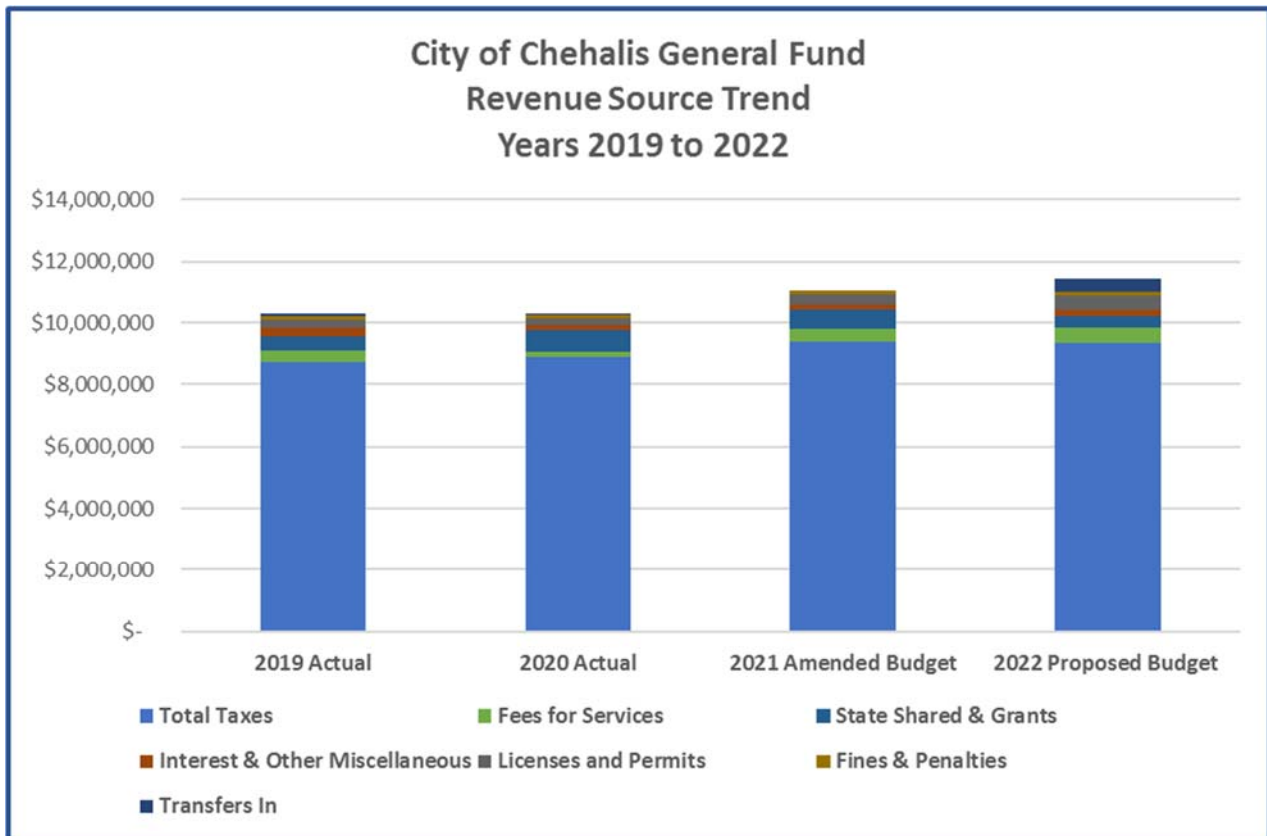
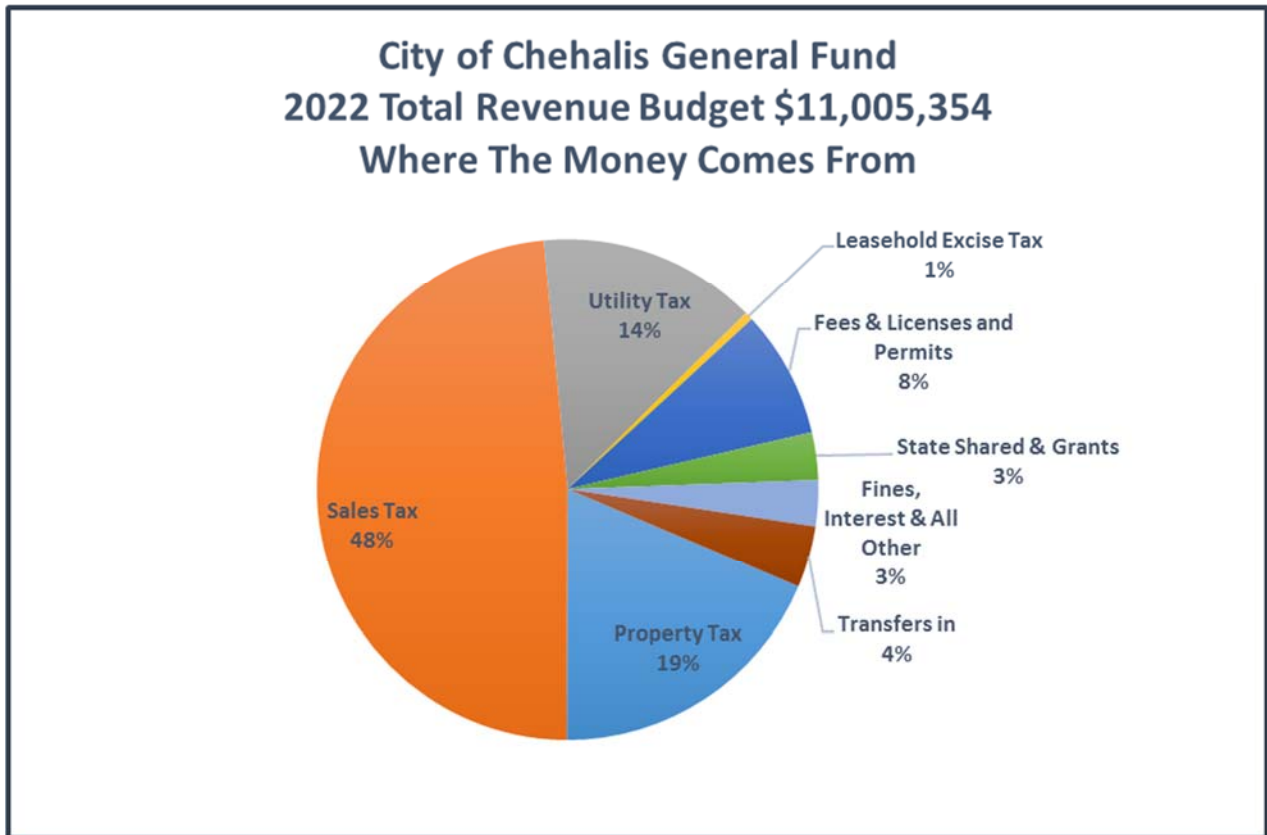
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GENERAL FUND (001)

SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

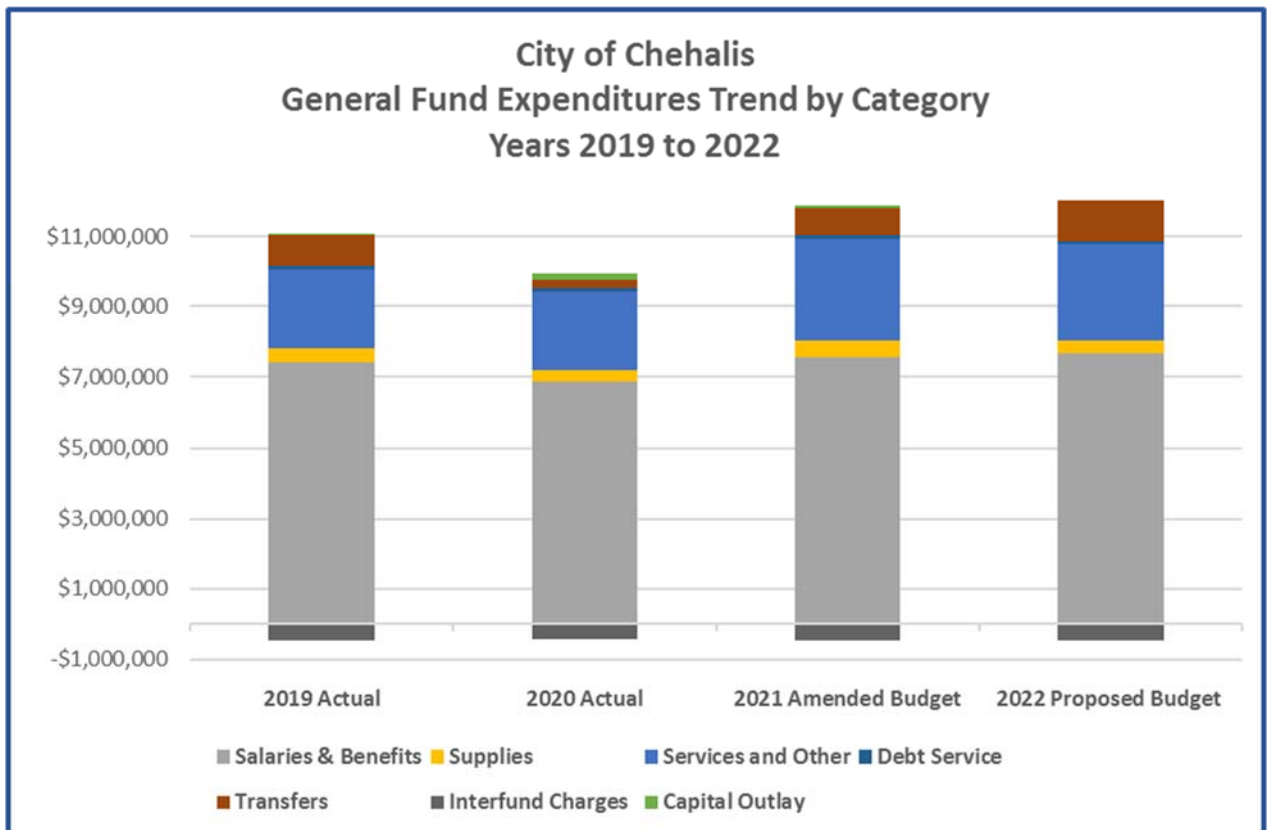
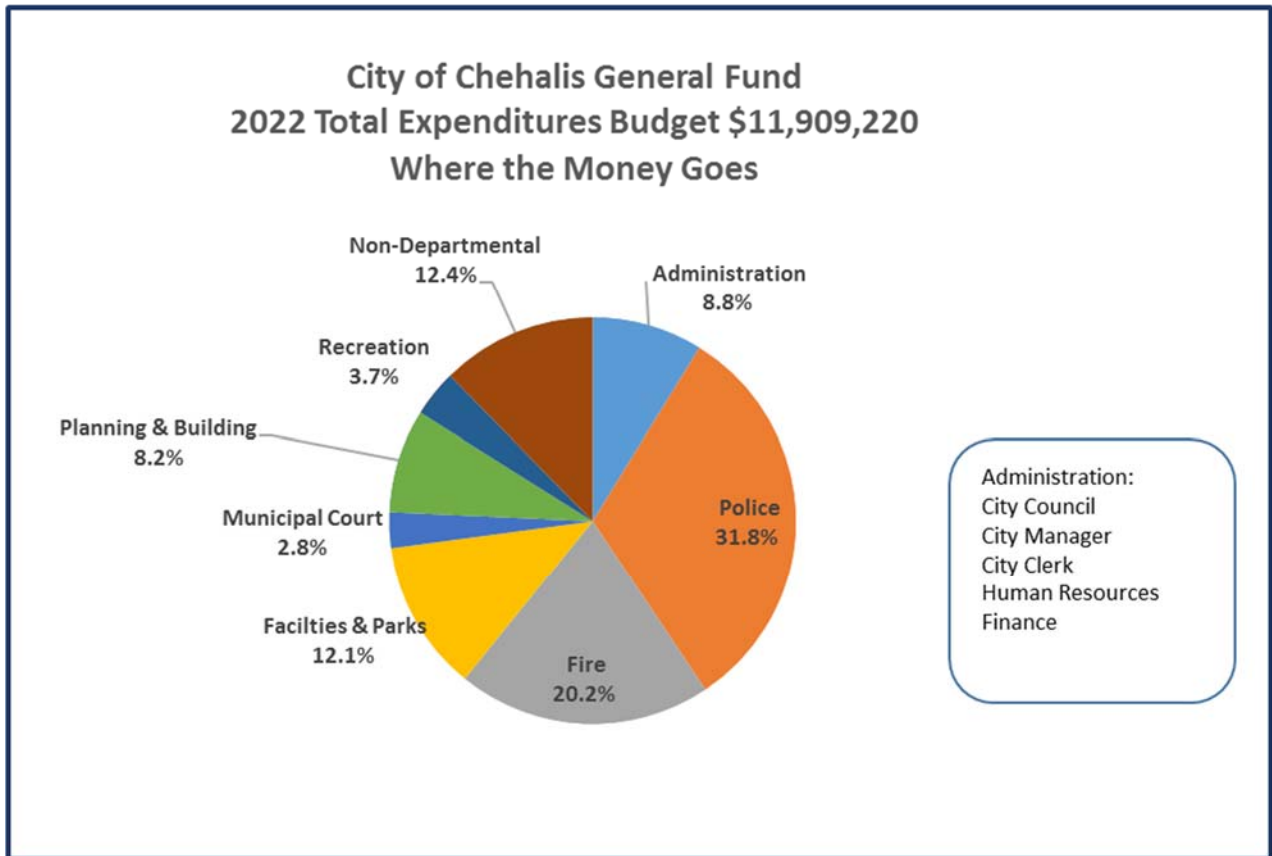
PROPOSED BUDGET

GENERAL FUND	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2020- 2021	% Change
REVENUE SOURCE						
Tax Revenues:						
Property Tax	\$ 1,905,165	\$ 1,951,512	\$ 1,980,859	\$ 2,137,200	\$ 156,341	7.9%
Sales Tax	5,155,589	5,283,037	5,718,100	5,543,000	(175,100)	-3.1%
Utility Tax	1,591,058	1,589,090	1,619,400	1,615,000	(4,400)	-0.3%
Leasehold Excise Tax	58,476	56,164	54,700	61,800	7,100	13.0%
Total Tax Revenues	8,710,288	8,879,803	9,373,059	9,357,000	(16,059)	-0.2%
Other Revenues:						
Licenses and Permits	235,162	224,054	335,720	459,700	123,980	36.9%
Intergovernmental	424,373	681,917	623,361	351,270	(272,091)	-43.6%
Fees for Services	390,811	176,139	410,575	481,100	70,525	17.2%
Fines and Penalties	121,965	117,562	120,705	120,100	(605)	-0.5%
Interest Earnings	52,876	30,842	25,100	20,700	(4,400)	-17.5%
Rents and Leases	93,227	29,044	90,100	152,000	61,900	68.7%
Miscellaneous Other	168,190	118,599	56,183	47,800	(8,383)	-14.9%
Transfers In	80,000	45,000	-	457,340	457,340	0.0%
Total Other Revenues	1,566,604	1,423,157	1,661,744	2,090,010	428,266	25.8%
TOTAL REVENUES	\$ 10,276,892	\$ 10,302,960	\$ 11,034,803	\$ 11,447,010	\$ 412,207	3.7%
EXPENDITURES						
Salaries/Wages	\$ 4,965,435	\$ 4,832,667	5,244,050	\$ 5,259,590	\$ 15,540	0.3%
Benefits	2,469,406	2,037,347	2,312,533	2,409,950	97,417	4.2%
Supplies	380,576	344,103	490,129	382,545	(107,584)	-22.0%
Services	2,125,452	2,177,022	2,895,280	2,731,796	(163,484)	-5.6%
Capital Outlay	31,495	158,495	79,014	281,387	202,373	256.1%
Debt Service	122,958	127,596	114,432	67,933	(46,499)	-40.6%
Custodial Disbursement	115,921	15,751	6,000	6,000	-	0.0%
Interfund Charges	(459,711)	(424,601)	(446,200)	(446,200)	-	0.0%
Transfers Out	867,498	255,965	747,844	1,216,219	468,375	62.6%
TOTAL EXPENDITURES	\$ 10,619,030	\$ 9,524,345	\$ 11,443,082	\$ 11,909,220	\$ 466,138	4.1%
Increase (Decrease) in Fund Balance	(342,138)	778,615	(408,279)	(462,210)	(53,931)	13.2%
Beginning Cash, January 1	1,804,262	1,462,124	2,240,739	1,832,460	(408,279)	-18.2%
ENDING CASH, DECEMBER 31	\$ 1,462,124	\$ 2,240,739	\$ 1,832,460	\$ 1,370,250	\$ (462,210)	-25.2%
<i>Ending Cash % of Revenues</i>	14.2%	21.7%	16.6%	12.0%		
<i>Ending Cash % of Expenditures</i>	13.8%	23.5%	16.0%	11.5%		



GENERAL FUND (001)
EXPENDITURE SUMMARY BY DEPARTMENT
2022 PROPOSED BUDGET

GENERAL FUND DEPARTMENTS	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Changes 2021-2022	% Change
City Council	\$ 92,510	\$ 71,691	\$ 94,430	\$ 113,300	18,870	20.0%
Municipal Court	479,432	410,988	428,316	338,850	(89,466)	-20.9%
City Manager	198,952	202,330	228,215	223,570	(4,645)	-2.0%
Finance	270,212	278,215	286,635	338,400	51,765	18.1%
City Clerk	81,195	81,218	100,176	64,100	(36,076)	-36.0%
Legal Service	72,700	73,646	79,700	76,700	(3,000)	-3.8%
Facilities & Parks	1,096,475	1,046,497	1,302,886	1,436,217	133,331	10.2%
Nondepartmental	1,287,101	534,576	974,887	1,472,469	497,582	51.0%
Human Resources	165,809	117,917	123,750	232,720	108,970	88.1%
Police	3,195,859	3,247,541	3,425,310	3,790,180	364,870	10.7%
Fire	2,275,940	2,218,158	2,374,715	2,403,704	28,989	1.2%
Public Works - Streets	574,084	502,670	606,257	-	(606,257)	-100.0%
Planning and Building	352,714	459,945	1,031,455	977,150	(54,305)	-5.3%
Recreation	476,047	278,953	386,350	441,860	55,510	14.4%
TOTAL EXPENDITURES	\$ 10,619,030	\$ 9,524,345	11,443,082	\$ 11,909,220	466,138	4.1%
ENDING CASH, DECEMBER 31	\$ 1,462,124	\$ 2,240,739	\$ 1,832,460	\$ 1,370,250	\$ (462,210)	-25.2%
TOTAL APPROPRIATION	\$ 12,081,154	\$ 11,765,084	\$ 13,275,542	\$ 13,279,470	\$ 3,928	0.0%



FUND: 001 - GENERAL FUND REVENUES (001)

Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
REVENUE SOURCE							
Property Taxes							
001.311.010.00	PROPERTY TAX - REGULAR	\$ 1,402,982	\$ 1,421,459	\$ 1,466,851	\$ 1,474,000	\$ 7,149	0.5%
001.311.010.01	PROPERTY TAX - REGULAR DELIQUENT	16,052	25,974	-	-	-	0.0%
001.311.010.10	PROPERTY TAX - FIRE PENSION/OPEB	160,624	169,853	177,977	205,800	27,823	15.6%
001.311.010.11	PROPERTY TAX - FIRE PENSION/OPEB DELIQUENT	1,894	2,999	-	-	-	0.0%
001.311.011.00	PROPERTY TAX - EMS	319,755	325,118	336,031	457,400	121,369	36.1%
001.311.011.01	PROPERTY TAX - EMS DELIQUENT	3,858	6,109	-	-	-	0.0%
Total Property Taxes		1,905,165	1,951,512	1,980,859	2,137,200	156,341	7.9%
Sales and Use Taxes							
001.313.011.00	SALES TAX - LOCAL REGULAR & OPTIONAL	4,918,795	5,087,886	5,493,200	5,342,000	(151,200)	-2.8%
001.313.061.00	SALES TAX - BROKERED NATURAL GAS	80,344	42,443	76,300	43,700	(32,600)	-42.7%
001.313.071.00	SALES TAX - LOCAL CRIMINAL JUSTICE	156,450	152,708	148,600	157,300	8,700	5.9%
Total Sales and Use Taxes		5,155,589	5,283,037	5,718,100	5,543,000	(175,100)	-3.1%
Utility Business Taxes							
001.316.041.00	UTILITY TAX - ELECTRIC 6%	610,697	595,780	584,900	597,100	12,200	2.1%
001.316.043.00	UTILITY TAX - GAS 6%	126,810	139,661	137,800	134,800	(3,000)	-2.2%
001.316.045.00	UTILITY TAX - SOLID WASTE 6%	82,167	85,357	78,700	82,100	3,400	4.3%
001.316.046.01	UTILITY TAX - CABLE 6%	99,369	99,770	101,200	100,100	(1,100)	-1.1%
001.316.047.00	UTILITY TAX - TELEPHONE 6%	186,231	162,974	201,500	183,600	(17,900)	-8.9%
001.316.048.00	UTILITY TAX - WATER 6%	178,343	180,924	185,100	185,800	700	0.4%
001.316.049.00	UTILITY TAX - WASTEWATER 6%	307,441	324,624	330,200	331,500	1,300	0.4%
Total Utility Business Taxes		1,591,058	1,589,090	1,619,400	1,615,000	(4,400)	-0.3%
Other Taxes							
001.317.020.00	LEASEHOLD EXCISE TAX	58,476	56,164	54,700	61,800	7,100	13.0%
001.317.040.00	TIMBER EXCISE TAX	-	-	-	-	-	0.0%
Total Other Taxes		58,476	56,164	54,700	61,800	7,100	13.0%
Business License & Permit Fees							
001.321.030.00	POLICE & PROTECTIVE-FIREWORKS	500	500	500	500	-	0.0%
001.321.091.01	FRANCHISE TAXES-US SPRINT	180	-	200	100	(100)	-50.0%
001.321.091.02	FRANCHISE TAX - COMCAST	81,164	81,003	80,400	80,900	500	0.6%
001.321.099.00	OTHER BUSINESS LICENSES & PERMITS	33,663	32,252	30,000	32,000	2,000	6.7%
001.322.010.00	BUILDING PERMITS	109,972	100,049	205,400	338,000	132,600	64.6%
001.322.030.00	ANIMAL LICENSES	2,250	1,525	2,100	2,000	(100)	-4.8%
001.322.040.00	RIGHT-OF-WAY OCCUPANCY PERMITS	5,600	3,450	5,800	-	(5,800)	-100.0%
001.322.090.00	OTHER LICENSES & PERMITS-FIRE SAFETY	835	3,776	10,600	5,100	(5,500)	-51.9%
001.322.090.01	GUN PERMITS/DEALERS	998	1,499	720	1,100	380	52.8%
Total Business License & Permit Fees		235,162	224,054	335,720	459,700	123,980	36.9%
Intergovernmental Revenues							
001.331.016.60	DOJ - BULLET-PROOF VEST PROGRAM	1,411	520	1,530	-	(1,530)	-100.0%
001.333.020.60	US DOT STATE & COMMUNITY HWY SAFETY	-	-	-	-	-	0.0%
001.333.021.01	US TREASURY CARES FUND	-	219,686	-	-	-	0.0%
001.333.097.03	FEMA DISASTER GRANT-07 FLOOD	5,633	-	-	-	-	0.0%
001.334.000.90	MAIN STREET B & O CREDIT	37,500	37,500	37,500	37,500	-	0.0%
001.334.001.20	OTHER JUDICIAL AGENCIES	3,720	10,350	10,000	10,000	-	0.0%
001.334.001.83	07 FLOOD MILITARY DEPT DISASTER GRANT	940	-	-	-	-	0.0%
001.334.002.70	ST GRANT - REC & CONSERVATION FUNDING	85,000	83,251	233,425	-	(233,425)	-100.0%
001.334.004.90	DEPT OF HEALTH	1,266	1,260	1,260	1,260	-	0.0%
001.335.000.91	PUD PRIVILEGE TAX	75,880	81,388	78,560	78,600	40	0.1%
001.335.004.01	EE & CJ LEG ONE-TIME COST	-	-	29,916	-	(29,916)	-100.0%
001.336.000.71	MULTIMODAL TRANSPORTATION	10,403	10,272	10,250	-	(10,250)	-100.0%
001.336.000.98	CITY ASSISTANCE	10,945	38,012	23,120	24,000	880	3.8%
001.336.000.99	STREAMLINED SALES TAX MITIGATION	-	-	-	-	-	0.0%
001.336.000.20	CRIM JUST-POP/HIGH CRIM	29,380	29,104	29,100	29,100	-	0.0%
001.336.006.21	CRIM JUST-POP/VIO CRIM	2,253	2,360	2,490	2,650	160	6.4%
001.336.006.26	CRIM JUST - SPECIAL PROGRAMS	8,105	8,448	8,830	9,390	560	6.3%
001.336.006.41	MARIJUANA ENFORCEMENT	-	-	-	-	-	0.0%
001.336.006.42	MARIJUANA EXCISE TAX	34,485	31,924	39,400	35,300	(4,100)	-10.4%
001.336.006.51	DUI CITIES	1,047	1,095	1,100	1,100	-	0.0%
001.336.006.91	FIRE INSURANCE PREMIUM TAX	13,934	14,875	14,400	14,400	-	0.0%
001.336.006.94	LIQUOR EXCISE TAX	41,088	47,494	42,730	48,860	6,130	14.3%
001.336.006.95	LIQUOR BOARD PROFITS	61,260	60,483	59,650	59,010	(640)	-1.1%
001.337.009.22	INTERLOCAL-TRAINING COST SHARE LCFD#6	-	-	-	-	-	0.0%
001.337.009.41	WCIA GRANTS-REIMBURSEMENTS	-	3,715	-	-	-	0.0%
001.337.009.42	AWC Grants	-	-	-	-	-	0.0%
001.337.040.00	TIMBER EXCISE TAX - LC	123	180	100	100	-	0.0%
Total Intergovernmental Revenues		424,373	681,917	623,361	351,270	(272,091)	-43.6%
Charges for Services							
001.341.032.00	D/M COURT RECORD SERVICES	42	74	-	-	-	0.0%

FUND: 001 - GENERAL FUND REVENUES (001)

Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
001.341.033.00	WARRANT COSTS	10,793	10,910	9,700	10,500	800	8.2%
001.341.062.00	MUNICIPAL COURT COPIES	-	35	-	-	-	0.0%
001.341.070.01	CONCESSION PROCEEDS/POOL	4,241	-	1,400	4,500	3,100	221.4%
001.341.070.02	CONCESSION PROCEEDS/REC	52	-	-	-	-	0.0%
001.341.070.03	CONCESSION PROCEEDS/COMMISSIONS	357	-	200	400	200	100.0%
001.341.081.00	WORD PROCESSING/PRINTING	60	-	200	100	(100)	-50.0%
001.341.081.01	PRINTING/COPYING - PD	-	-	100	-	(100)	-100.0%
001.341.081.02	PRINTING/COPYING - PUBLIC RECORDS	333	466	200	300	100	50.0%
001.342.010.00	LAW ENFORCEMENT SERVICES	1,066	1,768	1,100	1,300	200	18.2%
001.342.010.02	LAW ENFORCEMENT - DNA COLLECTION	69	-	-	-	-	0.0%
001.342.010.03	LAW ENFORCEMENT SVCS - OCDETF	977	693	2,000	2,700	700	35.0%
001.342.021.01	INTERGOVT'L FIRE INVESTIGATIONS	20,925	-	-	-	-	0.0%
001.342.021.02	INTERGOVT'L FIRE - SCBA AIR	-	1,000	500	700	200	40.0%
001.342.021.03	FIRE PROTECTIVE SVCS-GREEN HILL	25,053	25,053	28,075	28,600	525	1.9%
001.342.021.05	FIRE CHIEF SERVICE - LCFD#6	31,139	31,139	-	-	-	0.0%
001.343.021.06	INTERGOVT AMBULACE SVC CONSORTIUM	-	1,333	1,200	1,200	-	0.0%
001.342.033.00	ADULT PROBATION SERVICE CHARGE	18,496	15,292	15,800	16,500	700	4.4%
001.342.036.00	ELECTRONIC MONITORING-PRISONER	8,557	9,259	8,000	8,600	600	7.5%
001.342.037.00	LAW ENFORCEMENT SER (FNGRPRNT)	70	100	200	100	(100)	-50.0%
001.342.038.00	PRE-CONVICTION SUPERVISION COSTS	10,105	8,205	11,800	10,000	(1,800)	-15.3%
001.342.050.00	DUI EMERGENCY RESPONSE	781	527	800	700	(100)	-12.5%
001.344.010.00	ROADS MAINT & REPAIR CHGS	-	3,000	-	-	-	0.0%
001.344.010.93	ADMINISTRATIVE FEE	50	-	500	-	(500)	-100.0%
001.345.011.00	DUMP/DISPOSAL FEES	2,538	1,592	2,100	4,000	1,900	90.5%
001.345.023.00	ANIMAL CONTROL	1,730	735	1,600	1,400	(200)	-12.5%
001.345.081.00	ZONING, SUBDIVISION FEES	-	-	100	-	(100)	-100.0%
001.345.083.00	PLAN CHECK FEES	59,211	43,549	107,000	182,000	75,000	70.1%
001.345.083.01	HEARING EXAMINER SERVICES	2,838	450	1,500	1,600	100	6.7%
001.345.089.01	COM DEV ADMINISTRATIVE FEES	100	300	200	200	-	0.0%
001.347.030.01	OPEN SWIM / POOL ADMISSION	80,763	277	96,900	96,900	-	0.0%
001.347.030.02	POOL RENTALS	7,777	277	7,800	7,800	-	0.0%
001.347.060.00	PROGRAM FEES/CLASS	57,024	20,030	62,000	62,000	-	0.0%
001.347.060.01	PROGRAM FEES/SWIM LESSONS	29,565	75	30,900	30,900	-	0.0%
001.347.060.02	REC TOURNEY/LEAGUES/EVENTS	12,982	-	15,600	5,000	(10,600)	-67.9%
001.347.060.03	FITNESS CLASSES	3,117	-	3,100	3,100	-	0.0%
Total Charges for Services		390,811	176,139	410,575	481,100	70,525	17.2%
Fines/Forfeitures							
001.352.030.00	MANDATORY INSURANCE COST	148	66	100	100	-	0.0%
001.353.010.00	TRAFFIC INFRACTIONS/NON-PARKIN	33,613	36,681	34,300	34,900	600	1.7%
001.353.070.00	NON-TRAFFIC INFRACTIONS	1,707	625	1,600	1,300	(300)	-18.8%
001.354.009.00	PARKING INFRACTIONS	8,858	6,359	7,800	7,700	(100)	-1.3%
001.355.020.00	DRIVING WHILE INTOXICATED	7,686	6,534	8,400	7,500	(900)	-10.7%
001.355.080.00	OTHER CRIMINAL TRAFFIC	24,056	23,826	22,300	23,400	1,100	4.9%
001.356.050.03	DRUG/ALCOHOL SPEC ASSESSMENT	1,856	7,793	3,105	4,300	1,195	38.5%
001.356.090.00	NON-TRAFFIC MISDEMEANOR	13,729	10,097	13,700	12,500	(1,200)	-8.8%
001.357.033.00	PUBLIC DEFENSE COSTS	30,048	25,476	29,200	28,200	(1,000)	-3.4%
001.359.000.00	LATE PAYMENT FEES	230	75	200	200	-	0.0%
001.359.000.03	FINES & PENALTIES - NSF's	34	30	-	-	-	0.0%
Total Fines/Forfeitures		121,965	117,562	120,705	120,100	(605)	-0.5%
Interest Earnings							
001.361.011.00	INTEREST EARNINGS	25,186	7,090	1,500	1,500	-	0.0%
001.361.040.00	INTEREST-CONTRACTS,NOTES,A/R	10,966	7,763	8,900	9,200	300	3.4%
001.361.040.01	D/M COURT INTEREST INCOME	16,724	15,989	14,700	10,000	(4,700)	-32.0%
Total Interest Earnings		52,876	30,842	25,100	20,700	(4,400)	-17.5%
Rents & Leases							
001.362.000.10	RENTALS - EQUIPMENT/VEHICLES	-	-	-	-	-	0.0%
001.362.040.00	SPACE & FACILITIES RENTALS	39,145	7,255	38,900	38,900	-	0.0%
001.362.040.01	SPACE RENTALS - RV PARK	23,903	-	24,300	45,000	20,700	85.2%
001.362.040.02	FIELD RENTALS	505	50	1,100	1,000	(100)	-9.1%
001.362.040.03	FIELD RENTALS - REC PARK	-	1,850	-	30,000	30,000	0.0%
001.362.040.04	FIELD RENTALS - REC PARK - YOUTH NPO	-	-	-	-	-	0.0%
001.362.040.06	HEDWALL FIELD RENTALS-YOUTH NPO	-	910	-	3,000	3,000	0.0%
001.362.040.07	RENTS/LEASE - CONCESSION STAND REC PARK	-	-	-	2,000	2,000	0.0%
001.362.050.00	PARKING SPACE RENTALS L/T-LET)	15,825	8,112	13,300	20,000	6,700	50.4%
001.362.050.02	RV PARK LEASES (L/T)	8,400	8,400	7,200	8,000	800	11.1%
001.362.050.03	PARKING SPACE RENTALS <\$250/YEAR	4,747	2,167	4,500	3,800	(700)	-15.6%
001.362.080.00	OTHER RENTS & USES-RV SHOWERS	402	-	500	-	(500)	-100.0%
001.362.090.00	OTHER RENTS - DOE L/T	300	300	300	300	-	0.0%
Total Rents & Leases		93,227	29,044	90,100	152,000	61,900	68.7%
Other Misc. Revenues							
001.367.000.00	PRIVATE GRANTS & DONATIONS	2,555	909	1,533	-	(1,533)	-100.0%
001.367.011.21	DONATIONS - POLICE DEPT	-	10,608	-	-	-	0.0%

FUND: 001 - GENERAL FUND		REVENUES (001)					
Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
001.367.011.71	DONATION FOR RECREATION PROGRAMS	1,000	-	-	-	-	0.0%
001.367.011.76	DONATIONS FOR FACILITIES	2,124	2,074	-	-	-	0.0%
001.367.011.79	DONATION-OTHER CULTURE & RECREATION	-	9,898	-	-	-	0.0%
001.369.010.00	SALE OF SCRAP OR JUNK	119	-	3,000	-	(3,000)	-100.0%
001.369.020.00	UNCLAIMED PROPERTY & PROCEEDS	4,830	4,597	2,200	3,900	1,700	77.3%
001.369.030.00	CONFISC & FORFEIT - DRUGS/UNET	20,876	11,423	43,250	25,200	(18,050)	-41.7%
001.369.040.00	OTHER JUDGEMENTS & SETTLEMENTS	80	36,738	800	12,500	11,700	1462.5%
001.369.040.01	POLICE DEPT MEDICAL REIMB	101	176	-	-	-	0.0%
001.369.080.00	CASH OVERRAGES/SHORTAGES	(14)	(5)	-	-	-	0.0%
001.369.090.00	OTHER - NSF CHECKS	-	-	-	-	-	0.0%
001.369.090.04	OTHER MISC REV - TAXED BILLING	-	-	-	-	-	0.0%
001.369.091.00	MISCELLANEOUS INCOME (NON-TAX)	169	36	400	200	(200)	-50.0%
001.382.010.00	FIREWORK STAND DEPOSITS	-	-	-	-	-	0.0%
001.382.010.01	MUNICIPAL COURT BAIL DEPOSITS	-	17,251	5,000	6,000	1,000	20.0%
Total Other Misc. Revenues		31,840	93,705	56,183	47,800	(8,383)	-14.9%
Agency Deposits							
001.388.010.00	PRIOR YEAR ADJUSTMENT	-	6,000	-	-	-	0.0%
001.389.030.00	DUE TO STATE- WSP BKG INV	156	-	-	-	-	0.0%
001.389.030.04	DUE TO STATE - SALES TAX	10,489	-	-	-	-	0.0%
001.389.030.06	DUE TO STATE - LET	1,079	-	-	-	-	0.0%
001.389.030.10	DUE TO STATE - AUTO THEFT PREVENTION	3,405	-	-	-	-	0.0%
001.389.030.11	DUE TO STATE-ACCESSCOMM/MULTITRANS	11	-	-	-	-	0.0%
001.389.030.12	DUE TO OTHER GOVT UNIT - CRIME VICTIMS	2,134	-	-	-	-	0.0%
001.389.030.14	DUE TO STATE - HOTEL/MOTEL TAX	478	-	-	-	-	0.0%
001.389.030.20	DISTRACTED DRIVING PREVENTION	4	-	-	-	-	0.0%
001.389.030.24	DUE TO STATE - ST BLDG CODE FEES	1,417	-	-	-	-	0.0%
001.389.030.82	DUE TO STATE- VEHICLE LICENSE FRAUD	81	-	-	-	-	0.0%
001.389.030.83	DUE TO STATE - TRAUMA CARE	2,622	-	-	-	-	0.0%
001.389.030.90	DUE TO STATE - DOMESTIC VIOLENCE PREV	62	-	-	-	-	0.0%
001.389.030.91	DUE TO STATE - STATE REMIT - COURT	49,077	-	-	-	-	0.0%
001.389.030.92	DUE TO STATE - PSEA	22,996	-	-	-	-	0.0%
001.389.030.94	DUE TO STATE - HWY SAFETY	1,277	-	-	-	-	0.0%
001.389.030.96	DUE TO STATE - LAB/BLOOD BREATH	2,433	-	-	-	-	0.0%
001.389.030.97	DUE TO STATE - JIS	16,267	-	-	-	-	0.0%
001.389.030.98	DUE TO STATE - DNA DATABASE ACCOUNT	277	-	-	-	-	0.0%
001.389.030.99	DUE TO STATE - SCHOOL ZONE SAFETY	280	-	-	-	-	0.0%
001.389.090.00	DUE TO STATE - HOLDING/CLEARING ACCT	-	-	-	-	-	0.0%
Total Agency Deposits		114,545	6,000	-	-	-	0.0%
Proceeds from Disposal of Assets							
001.391.050.00	CAPITAL LEASE & INSTALLMENT SALES	-	9,467	-	-	-	0.0%
001.395.010.00	PROCEEDS FROM SALES OF CAP ASSETS	5,967	8,200	-	-	-	0.0%
001.395.020.00	INS RECOVERY - CAPITAL ASSETS	9,131	1,227	-	-	-	0.0%
001.395.020.02	INSURANCE RECOVERIES - FIRE	6,612	-	-	-	-	0.0%
001.395.020.04	INSURANCE RECOVERIES - STREETS	95	-	-	-	-	0.0%
001.398.000.00	INSURANCE RECOVERIES - NON-CAPITAL	-	-	-	-	-	0.0%
Total Proceeds from Disposal of Assets		21,805	18,894	-	-	-	0.0%
Transfers In							
001.397.000.04	TRANSFER IN - FUND 004	80,000	45,000	-	-	-	0.0%
001.397.001.17	TRANSFER IN - FUND 107 LTAC REC	-	-	-	15,000	15,000	0.0%
001.397.002.17	TRANSFER IN - FUND 107 LTAC PARK FAC	-	-	-	22,340	22,340	0.0%
001.397.000.19	TRANSFER IN - FUND 199	-	-	-	420,000	420,000	0.0%
Total Transfers In		80,000	45,000	-	457,340	457,340	0.0%
TOTAL REVENUES		\$ 10,276,892	\$ 10,302,960	\$ 11,034,803	\$ 11,447,010	\$ 412,207	3.7%
BEGINNING CASH, JANUARY 1		\$ 1,804,262	\$ 1,462,124	\$ 2,240,739	\$ 1,832,460	\$ (408,279)	-18.2%
TOTAL APPROPRIATION		\$ 12,081,154	\$ 11,765,084	\$ 13,275,542	\$ 13,279,470	\$ 3,928	0.0%

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CITY COUNCIL (B1)

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 City 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.

2021 Accomplishments:

- After providing leadership and financial support, in partnership with other agencies, the Council received the completed Deltawrx report that concluded that a regionalization of 9-1-1 services with Thurston County Communications was not practical option and therefore, identified next steps for creating a new governance structure for 9-1-1 services in Lewis County.
- Authorized the placement of a ballot measure to give voters the opportunity to determine whether or not the City's EMS levy should be renewed for another six years. The voters approved the renewal in August 2021.
- Conducted two City Council Appointment Recruitments to fill vacancies created by the resignation of former Mayor Pro Tem Chad Taylor and former Councilor Michael Bannan.
- Approved contracts for three street/utility improvement projects on Pacific Avenue, Snively Avenue and Main Street as well as the Taxiway Improvement Project at the Airport.
- Approved the lease of City owned property that is now being developed as a Honda dealership and the lease of the adjacent parcel that is expected to be home to another automobile dealership.
- Continued to support efforts to advance a regional solution to flooding in the Chehalis Basin.
- Authorized the work needed to proceed with the construction of a temporary/interim fire station on the property purchased in 2020.
- Continued to provide policy direction regarding development agreements in the Airport area, creating the potential for new opportunities in the coming years.
- Approved the 2018 International Building Code (IBC) to increase clarity for developers and comply with the WA State Energy Code.
- Supported volunteer efforts to improve and maintain the City's parks by making a budget allocation of \$20,000 to be set aside for Lintott Alexander Park and \$20,000 to be set aside for Westside Park in May 2021.
- Continued working cooperatively and building relationships with other local government and non-profit entities.
- Approved proceeding with a regional water supply agreement with the City of Centralia to purchase water rights available through Trans Alta to ensure that the City has sufficient water for the City's projected growth over the next 50 years.
- Honored the community with a celebration of the completion of Recreation Park Improvement Project, including Penny Playground in August 2021.
- Led the City through the challenges created by the COVID-19 pandemic.

2022 Goals and Objectives:

- Participate in the Lewis County Energy Coalition
- Continue to provide policy direction regarding the development opportunities in the City, particularly on the Airport property.
- Provide direction through the City Manager through the negotiation process to reach new collective bargaining agreements with the City's Police, Fire, and Non-Uniformed employee groups by December 31, 2022.
- Work with Lewis County and other stakeholders to define the next steps in improving 9-1-1 services in Lewis County, using the study completed by Deltawrx in August 2021 as a guide.
- Resume Strategic Planning workshops after the break due to COVID-19 meeting restrictions.
- Provide direction on annexation opportunities.
- Continue to monitor the City's budget and provide policy guidance, with input from the City Council Budget Committee.
- Continue to work together with partner agencies to address regional flood issues.
- Continue to improve street maintenance and partner with other agencies using Transportation Benefit District funding to complete large street projects and improvements, including the renovation of a section of Chehalis Avenue.

CITY COUNCIL EXPENDITURE SUMMARY

City Council Department Primary Cost Summary	2019	2020	2021	2022	Change 2021-2022	% Change
	Actual	Actual	Amended Budget	Proposed Budget		
Salary & Wages	9,000	9,000	9,000	9,000	-	0.0%
Benefits	96,303	82,924	89,400	107,720	18,320	20.5%
Supplies	3,300	1,484	2,200	2,000	(200)	-9.1%
Services	22,346	8,486	26,530	27,280	750	2.8%
Debt Service	1,076	1,076	-	-	-	0
Total Expenditures	132,025	102,970	127,130	146,000	18,870	14.8%
Less:						
Interfund Charges	(39,515)	(31,279)	(32,700)	(32,700)	-	0.0%
Net Expenditures	92,510	71,691	94,430	113,300	18,870	20.0%
Funding from General Revenues	92,510	71,691	94,430	113,300	18,870	20.0%

FUND: 001 - GENERAL FUND		EXPENDITURES (B1)						
DEPARTMENT: B1 - CITY COUNCIL								
Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change	
EXPENDITURES								
Council Services								
001.B1.511.060.11.00	SALARIES AND WAGES	\$ 9,000	\$ 9,000	\$ 9,000	\$ 9,000	\$ -	0.0%	
001.B1.511.060.21.00	PERSONNEL BENEFITS	96,303	82,924	89,400	107,720	18,320	20.5%	
001.B1.511.060.31.00	OFFICE & OPERATING SUPPLIES	2,687	1,484	2,200	2,000	(200)	-9.1%	
001.B1.511.060.32.00	FUEL CONSUMED	-	-	-	-	-	0.0%	
001.B1.511.060.35.00	SMALL TOOLS & MINOR EQUIPMENT	613	-	-	-	-	0.0%	
001.B1.511.060.41.00	PROFESSIONAL SERVICES	41	-	-	-	-	0.0%	
001.B1.511.060.41.01	PROF SVC - STRATEGIC PLANNING	8,182	-	12,000	12,000	-	0.0%	
001.B1.511.060.42.00	COMMUNICATIONS	652	624	710	710	-	0.0%	
001.B1.511.060.43.00	TRAVEL/HOTEL/PER DIEMS	1,062	-	1,000	1,200	200	20.0%	
001.B1.511.060.44.00	ADVERTISING	-	-	-	-	-	0.0%	
001.B1.511.060.45.00	RENTALS	1,462	886	1,600	1,600	-	0.0%	
001.B1.511.060.46.00	INSURANCE	1,119	493	900	990	90	10.0%	
001.B1.511.060.47.00	PUBLIC UTILITY SERVICE	-	11	-	-	-	0.0%	
001.B1.511.060.48.00	REPAIR & MAINT- FACILITIES	-	-	-	-	-	0.0%	
001.B1.511.060.48.01	REPAIR & MAINT - EQUIPMENT	-	-	-	200	200	0.0%	
001.B1.511.060.48.02	R & M - SOFTWARE/HARDWARE	4,059	1,217	4,100	4,100	-	0.0%	
001.B1.511.060.49.00	MISCELLANEOUS	100	-	200	200	-	0.0%	
001.B1.511.060.49.01	REGISTRATION	650	200	700	700	-	0.0%	
001.B1.511.060.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	99	-	200	200	-	0.0%	
001.B1.591.011.71.03	L/T LEASE - COPIER/PRINTER	-	-	-	-	-	0.0%	
001.B1.594.011.71.00	CAPITAL LEASES-PRINCIPLE	805	865	-	-	-	0.0%	
001.B1.594.011.81.00	CAPITAL LEASES-INTEREST	271	211	-	-	-	0.0%	
Total Council Services		127,105	97,915	122,010	140,620	18,610	15.3%	
Boards/Memberships								
001.B1.519.020.49.02	MEMBERSHIP DUES - AWC	4,920	5,055	5,120	5,380	260	5.1%	
Total Boards/Memberships		4,920	5,055	5,120	5,380	260	5.1%	
Council Contra Expenditures								
001.B1.511.069.1C.00	WAGE CONTRA EXP	(2,694)	(2,734)	(2,800)	(2,800)	-	0.0%	
001.B1.511.069.2C.00	BENEFIT CONTRA EXP	(28,823)	(25,189)	(25,800)	(25,800)	-	0.0%	
001.B1.511.069.3C.00	SUPPLIES CONTRA EXP	(988)	(451)	(500)	(500)	-	0.0%	
001.B1.511.069.4C.00	SERVICES CONTRA EXP	(7,010)	(2,905)	(3,600)	(3,600)	-	0.0%	
Total Council Contra Expenditures		(39,515)	(31,279)	(32,700)	(32,700)	-	0.0%	
TOTAL CITY COUNCIL		\$ 92,510	\$ 71,691	\$ 94,430	\$ 113,300	\$ 18,870	20.0%	

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MUNICIPAL COURT(C1) General Fund 001 Department C1

Employees:

Department / Classification	Class	2019 Actual	2020 Actual	2021 Budget	2022 Budget	Changes
						2021- 2022
MUNICIPAL COURT						
Judge	Non-Represented	0.35	0.35	0.35	0.35	0.00
Court Administrator	Non-Represented	1.00	1.00	1.00	1.00	0.00
Court Clerk	Teamster	1.00	1.00	1.00	1.00	0.00
Judicial Assistant /Sentence Monitor	Teamster	0.73	0.73	0.73	0.73	0.00
Community Corrections Officer	Non-Represented	0.10	0.10	0.10	0.10	0.00
Total Municipal Court		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.

2021 Accomplishments:

- Continued to monitor defendant legal financial obligations consistent with legal parameters established by State Legislation (E2SHB 1783)
- Maintained compliance with all court rules; local, state, and federal statutes
- Submitted application for public defense grant funding for 2022-2023
- Continued to review court office procedures to increase efficiency
- Continued to provide excellent customer service to internal and external customers
- Enhanced and streamlined virtual court procedures to provide judicial services in a safe environment for court staff, judicial partners, and court participants in continuing response to the COVID-19 pandemic

2022 Goals and Objectives:

- Continue to monitor defendant legal financial obligations consistent with legal parameters established by State Legislation (E2SHB 1783)
- Monitor and implement changes in court processes to comply with recent court decision Pierce v. Department of Licensing
- Maintain compliance with all court rules; local, state, and federal statutes
- Continue to enhance and streamline virtual court procedures to provide judicial services in a safe environment for court staff, judicial partners, and court participants in response to the continuing COVID-19 pandemic
- Continue to review court office procedures to increase efficiency
- Continue to provide excellent customer service to internal and external customers
- Hire a new Court Administrator to fill position that will be vacated due to retirement

2022 Significant Changes:

Retirement of Court Administrator and hiring of a replacement

Indigent Defense Professional Services moved to non-departmental budget

MUNICIPAL COURT BUDGET SUMMARY

Municipal Court Department Primary Cost Summary	2019 Actual	2020 Actual	2021	2022	Change	
			Amended Budget	Proposed Budget	2021-2022	% Change
Salaries & Wages	193,197	196,291	202,300	205,350	3,050	1.5%
Benefits	79,777	80,215	88,401	82,810	(5,591)	-6.3%
Supplies	7,294	2,931	3,300	5,700	2,400	72.7%
Services	98,237	115,800	128,315	38,990	(89,325)	-69.6%
Custodial Activity	100,927	15,751	6,000	6,000	-	0.0%
Total Expenditures	479,432	410,988	428,316	338,850	(89,466)	-20.9%
Service Related Fees/Revenues						
Intergovernmental grants	3,720	10,350	10,000	-	(10,000)	-100.0%
Court Service Fees	48,774	44,302	46,100	46,300	200	0.4%
Fines & Forfeiture	121,701	117,457	120,505	119,900	(605)	-0.5%
Interest Charges	16,724	15,989	14,700	10,000	(4,700)	-32.0%
Bail Deposits	-	17,251	5,000	6,000	1,000	20.0%
Custodial Activity	100,926	-	-	-	-	0.0%
Total Service Related Fees/Revenues	291,845	205,349	196,305	182,200	(14,105)	-7.2%
Funding from General Revenues	187,587	205,639	232,011	156,650	(75,361)	-32.5%

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

Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
EXPENDITURES							
Municipal Court Administration							
001.C1.512.050.11.00	SALARIES AND WAGES	\$ 115,808	\$ 117,039	\$ 120,700	\$ 122,660	\$ 1,960	1.6%
001.C1.512.050.11.05	SALARIES AND WAGES - PT	-	-	-	-	-	0.0%
001.C1.512.050.12.00	OVERTIME	-	-	100	100	-	0.0%
001.C1.512.050.21.00	PERSONNEL BENEFITS	54,690	54,832	57,800	55,950	(1,850)	-3.2%
001.C1.512.050.21.05	PERSONNEL BENEFITS - PT	-	-	-	-	-	0.0%
001.C1.512.050.31.00	OFFICE & OPERATING SUPPLIES	2,953	2,746	2,700	2,800	100	3.7%
001.C1.512.050.32.00	FUEL CONSUMED	51	45	100	100	-	0.0%
001.C1.512.050.35.00	SMALL TOOLS & MINOR EQUIPMENT	4,290	140	500	2,800	2,300	460.0%
001.C1.512.050.41.00	PROFESSIONAL SERVICES	8,234	6,580	8,300	8,500	200	2.4%
001.C1.512.050.41.01	PROFESSIONAL SERVICES-LC IT	661	1,116	1,100	1,100	-	0.0%
001.C1.512.050.41.28	PROF. SVCS - INTERPRETER	2,652	2,470	3,300	3,300	-	0.0%
001.C1.512.050.42.00	COMMUNICATIONS	5,642	5,891	6,400	6,400	-	0.0%
001.C1.512.050.43.00	TRAVEL/HOTEL/PER DIEMS	798	-	-	1,800	1,800	0.0%
001.C1.512.050.44.00	ADVERTISING	-	-	-	300	300	0.0%
001.C1.512.050.46.00	INSURANCE	5,904	6,205	7,900	8,790	890	11.3%
001.C1.512.050.47.00	PUBLIC UTILITY SERVICE	302	311	500	500	-	0.0%
001.C1.512.050.47.03	PUBLIC UTILITY SERVICE - CITY	-	-	-	-	-	0.0%
001.C1.512.050.48.00	REPAIR & MAINT- FACILITIES	-	-	100	100	-	0.0%
001.C1.512.050.48.01	REPAIR & MAINT - EQUIPMENT	494	388	500	500	-	0.0%
001.C1.512.050.48.02	R & M - SOFTWARE/HARDWARE	5,092	2,132	6,915	4,000	(2,915)	-42.2%
001.C1.512.050.49.00	MISCELLANEOUS	(200)	-	1,800	1,800	-	0.0%
001.C1.512.050.49.01	REGISTRATION	200	-	200	600	400	200.0%
001.C1.512.050.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	190	352	700	700	-	0.0%
001.C1.512.050.40.03	EXTERNAL TAXES & OPER ASSESS	7	11	-	-	-	0.0%
Total Municipal Court Administration		207,768	200,258	219,615	222,800	3,185	1.5%
Municipal Court Judges							
001.C1.512.J50.11.00	SALARIES AND WAGES	41,772	41,772	41,800	42,400	600	1.4%
001.C1.512.J50.21.00	PERSONNEL BENEFITS	10,057	10,067	10,500	10,930	430	4.1%
001.C1.512.P50.11.00	SALARIES AND WAGES	613	725	1,000	1,000	-	0.0%
001.C1.512.P50.21.00	PERSONNEL BENEFITS	49	58	100	100	-	0.0%
Total Municipal Court Judges		52,491	52,622	53,400	54,430	1,030	1.9%
Municipal Court Indigent Defense							
001.C1.515.091.41.00	PROFESSIONAL SERVICES	67,688	89,900	90,000	-	(90,000)	-100.0%
001.C1.515.091.49.00	MISCELLANEOUS	-	-	-	-	-	0.0%
Total Municipal Court Indigent Defense		67,688	89,900	90,000	-	(90,000)	-100.0%
Municipal Court EHM							
001.C1.523.020.11.00	SALARIES AND WAGES	-	33,498	34,400	34,890	490	1.4%
001.C1.523.020.11.05	SALARIES AND WAGES - PT	35,004	3,257	4,300	4,300	-	0.0%
001.C1.523.020.12.00	OVERTIME	-	-	-	-	-	0.0%
001.C1.523.020.12.05	OVERTIME - PT	-	-	-	-	-	0.0%
001.C1.523.020.21.00	PERSONNEL BENEFITS	-	14,830	15,500	15,140	(360)	-2.3%
001.C1.523.020.21.05	PERSONNEL BENEFITS - PT	14,981	428	600	590	(10)	-1.7%
001.C1.523.020.21.07	PERSONNEL BENEFITS- U I TAXES	-	-	3,801	-	(3,801)	-100.0%
001.C1.523.020.24.00	UNIFORMS & CLOTHING	-	-	100	100	-	0.0%
001.C1.523.020.31.00	OFFICE & OPERATING SUPPLIES	-	-	-	-	-	0.0%
001.C1.523.020.41.00	PROFESSIONAL SERVICES	-	-	-	-	-	0.0%
001.C1.523.020.42.00	COMMUNICATIONS	-	-	-	-	-	0.0%
001.C1.523.020.49.00	MISCELLANEOUS	-	65	-	-	-	0.0%
001.C1.523.020.40.04	INTERGOVT PROF SERVICES	573	379	600	600	-	0.0%
Total Municipal Court EHM		50,558	52,457	59,301	55,620	(3,681)	-6.2%
Agency Disbursements							
001.C1.582.010.00.01	MUNICIPAL COURT BAIL DEPOSIT REFUNDS	-	15,751	6,000	6,000	-	0.0%
001.C1.589.030.00.10	DUE TO STATE - AUTO THEFT PREV	3,405	-	-	-	-	0.0%
001.C1.589.030.00.11	DUE TO STATE-ACCESS COMM/MULTITRANS	11	-	-	-	-	0.0%
001.C1.589.030.00.12	DUE TO OTHER GOVT UNIT-CRIME VICTIMS	2,134	-	-	-	-	0.0%
001.C1.589.030.00.20	DUE TO STATE-DISTRACTED DRIVING PREV	4	-	-	-	-	0.0%
001.C1.589.030.00.82	DUE TO STATE-VEH LICENSE FRAUD	81	-	-	-	-	0.0%
001.C1.589.030.00.83	DUE TO STATE - TRAUMA CARE	2,622	-	-	-	-	0.0%
001.C1.589.030.00.90	DUE TO STATE - DOMESTIC VIOLENCE PREV	62	-	-	-	-	0.0%
001.C1.589.030.00.91	DUE TO STATE - ST REMIT - COURT	49,077	-	-	-	-	0.0%
001.C1.589.030.00.92	DUE TO OTHER ENTITIES	22,996	-	-	-	-	0.0%
001.C1.589.030.00.94	DUE TO STATE - HWY SAFETY	1,277	-	-	-	-	0.0%
001.C1.589.030.00.96	DUE TO STATE-LAB/BLOOD BREATH	2,433	-	-	-	-	0.0%

FUND:		001 - GENERAL FUND			EXPENDITURES (C1)		
DEPARTMENT:		C1 - MUNICIPAL COURT					
Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change	
						2021-2022	% Change
001.C1.589.030.00.97	DUE TO STATE - JIS	16,268	-	-	-	-	0.0%
001.C1.589.030.00.98	DUE TO STATE - DNA DATABASE ACCT	277	-	-	-	-	0.0%
001.C1.589.030.00.99	DUE TO STATE - SCHOOL ZONE SAFETY	280	-	-	-	-	0.0%
Total Agency Disbursements		100,927	15,751	6,000	6,000	-	0.0%
Capital Outlay							
001.C1.594.012.64.00	MACHINERY & EQUIPMENT	-	-	-	-	-	0.0%
Total Capital Outlay		-	-	-	-	-	0.0%
TOTAL MUNICIPAL COURT		\$ 479,432	\$ 410,988	\$ 428,316	\$ 338,850	\$ (89,466)	-20.9%

CITY MANAGER (D1) General Fund 001 Department D1

Employees:

Department / Classification	Class	2019 Actual	2020 Actual	2021 Budget	2022 Budget	Changes
						2021- 2022
CITY MANAGER						
City Manager	Non-Represented	1.00	1.00	1.00	1.00	0.00
Administrative Assistant	Teamster	1.00	1.00	1.00	1.00	0.00
Total City Manager		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 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.

2021 Accomplishments:

- Continued to lead the City’s response to the COVID-19 Pandemic, which continued to impact City operations throughout 2021, including the implementation of policies and safety procedures to comply with the multiple proclamations made by Governor Inslee, which set forth rules and requirements that impacted ongoing programs and operations.
- Hired a new HR Manager and City Clerk to fill positions that were vacated by the retirement of two key members of the Management Team.
- Appointed the Deputy Police Chief as the City’s Police Chief after the former Chief accepted the position of HR Manager/Risk Manager.
- Assisted the Recreation Manager in decisions relating to the reopening of the newly renovated Penny Playground in compliance with applicable State Mandated COVID-19 protocols, which was further delayed by a car accident in January 2021 that caused significant damage to the southeast end of the park. The Playground was opened to the delight of children of all ages in May of 2021 and there was a community celebration in August.
- Made substantial progress on the development of a long-term temporary/interim Fire Station on land purchased by the City in October 2020 to be used for a permanent fire station site.
- Worked with the City Council, City Attorney and Airport Operations Coordinator on the completion of leases for Airport property to for the development of a Honda Dealership and another property that could potentially be the home of another automobile dealership.
- Continued to participate in the work of the Chehalis Community Renaissance Team and the Chehalis Foundation.
- Worked with City of Centralia, Riverside Fire Authority and Lewis County to complete a feasibility study for emergency dispatch service consolidation with TCOMM, which was completed in July 2021.
- Work with the Public Works director to develop recommendations to the City Council regarding the acquisition of water rights needed to serve future residential and industrial development.

- Presented the materials related to the renewal of the Emergency Management Services Levy before the City Council, which approved its placement on the August 2021 ballot. The measure was approved by the voters, so this revenue source will continue to be available to fund only expenses related to emergency response by the City's Fire Department.
- Partnered with the City of Centralia to develop a draft Agreement to share costs associated with the acquisition of water rights from TransAlta, which was approved by the City Council in September 2021, with the assistance of the Public Works Director and Water Superintendent. The completion of the water rights purchase, and receipt of related approvals from the Department of Ecology, will secure the ability to access water to serve the City's future residential and industrial development over the next 50 years.

2022 Goals and Objectives:

- Work with the City Council to initiate implementation of a plan to strategically utilize the federal America Rescue Plan Act funds available for use until December 2024.
- Hire a new Water Superintendent to fill the position that will be vacated due to a retirement in January 2022 by the person who has been in the position for many years.
- Resume the Strategic Planning Process with the City Council after a hiatus due to COVID-19 gathering restrictions.
- Hire a new Fire Chief to fill the position that is currently filled by a contract employee who plans to resume his retirement in July 2022.
- In August 2022, present a draft agreement to the City Council for action that will set forth the cost sharing provisions for the development and use of the infrastructure needed to ensure the delivery of water available through the Trans Alta water rights acquisition. This effort will involve the City's Public Works Director, Water Superintendent, Finance Director, as well as City of Centralia staff.
- Hire a new Director of Finance to fill the position that will be open in early 2023 due to the planned retirement of the City's current Finance Director.
- Review the City's Annexation Plan with the City Council Growth Management Committee and City Council with the added information prepared in 2021 that will help meet the County's requirements and inform relevant decisions, with the assistance of the City Attorney's office and the Planning and Building Manager.
- Develop a plan with for a Chehalis Beautification Committee, consistent with the Strategic Plan.
- Continue to monitor economic and revenue trends for short and long-term impacts on the City's Budget.
- 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.
- Research various funding resources that can be accessed to help fund the construction of the new fire station and other key capital improvement projects
- Provide leadership for the City's negotiation team during the negotiation of the City's three employee groups to have new agreements in place by January 1, 2023 in consultation with the City Council.

Significant Budget Changes in 2022:

There are no significant changes from the 2021 Budget to the 2022 Budget.

CITY MANAGER DEPARTMENT BUDGET SUMMARY

City Manager Department Primary Cost Summary			2021	2022	Change	
	2019 Actual	2020 Actual	Amended Budget	Proposed Budget	2021-2022	% Change
Salaries & Wages	191,884	198,322	216,300	202,740	(13,560)	-6.3%
Benefits	79,017	80,514	83,800	94,810	11,010	13.1%
Supplies	1,208	1,265	4,200	3,200	(1,000)	-23.8%
Services & Charges	11,465	10,146	15,715	14,620	(1,095)	-7.0%
Debt Service	358	358	-	-	-	0.0%
Total Expenditures	283,932	290,605	320,015	315,370	(4,645)	0.0%
Less:						
Interfund Service Charge	(84,980)	(88,275)	(91,800)	(91,800)	-	0.0%
Net Expenditures	198,952	202,330	228,215	223,570	(4,645)	-2.0%
Funding from General Revenues	198,952	202,330	228,215	223,570	(4,645)	-2.0%

FUND: 001 - GENERAL FUND		EXPENDITURES (D1)					
DEPARTMENT: D1 - CITY MANAGER							
Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Chang
EXPENDITURES							
Administration							
001.D1.513.010.11.00	SALARIES AND WAGES	\$ 149,144	\$ 152,748	\$ 152,300	\$ 157,620	\$ 5,320	3.5%
001.D1.513.010.11.02	SALARIES AND WAGES - ADM	42,740	45,574	49,000	45,120	(3,880)	-7.9%
001.D1.513.010.11.05	SALARIES AND WAGES - PT	-	-	15,000	-	(15,000)	-100.0%
001.D1.513.010.12.02	OVERTIME	-	-	-	-	-	0.0%
001.D1.513.010.21.00	PERSONNEL BENEFITS	53,661	54,602	55,300	51,320	(3,980)	-7.2%
001.D1.513.010.21.01	PERSONNEL BENEFITS-CAR ALLOW	6,000	6,000	6,000	6,000	-	0.0%
001.D1.513.010.21.02	PERSONNEL BENEFITS - ADM	19,356	19,912	21,200	37,490	16,290	76.8%
001.D1.513.010.21.05	PERSONNEL BENEFITS - PT	-	-	1,300	-	(1,300)	-100.0%
001.D1.513.010.24.00	UNIFORMS & CLOTHING	-	-	-	-	-	0.0%
001.D1.513.010.31.00	OFFICE & OPERATING SUPPLIES	1,057	1,265	1,400	1,400	-	0.0%
001.D1.513.010.32.00	FUEL CONSUMED	-	-	-	-	-	0.0%
001.D1.513.010.35.00	SMALL TOOLS & MINOR EQUIPMENT	151	-	2,800	1,800	(1,000)	-35.7%
001.D1.513.010.41.00	PROFESSIONAL SERVICES	-	-	-	-	-	0.0%
001.D1.513.010.42.00	COMMUNICATIONS	3,764	2,440	4,400	4,400	-	0.0%
001.D1.513.010.43.00	TRAVEL/HOTEL/PER DIEMS	631	-	1,200	1,200	-	0.0%
001.D1.513.010.44.00	ADVERTISING	-	-	-	-	-	0.0%
001.D1.513.010.45.00	RENTALS	487	295	1,000	600	(400)	-40.0%
001.D1.513.010.46.00	INSURANCE	3,595	3,815	4,765	5,270	505	10.6%
001.D1.513.010.47.00	PUBLIC UTILITY SERVICE	28	13	-	-	-	0.0%
001.D1.513.010.47.03	PUBLIC UTILITY SERVICE - CITY	-	-	-	-	-	0.0%
001.D1.513.010.48.00	REPAIR & MAINT- FACILITIES	-	-	-	-	-	0.0%
001.D1.513.010.48.01	REPAIR & MAINT - EQUIPMENT	-	-	-	-	-	0.0%
001.D1.513.010.48.02	R & M - SOFTWARE/HARDWARE	465	687	1,800	600	(1,200)	-66.7%
001.D1.513.010.49.00	MISCELLANEOUS	35	1	50	50	-	0.0%
001.D1.513.010.49.01	REGISTRATION	704	50	1,000	1,000	-	0.0%
001.D1.513.010.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	1,756	2,845	1,500	1,500	-	0.0%
Total Administration		283,574	290,247	320,015	315,370	(4,645)	-1.5%
Administration Interfund Charges							
001.D1.513.019.1C.00	WAGE CONTRA EXP	(57,430)	(60,243)	(62,100)	(62,100)	-	0.0%
001.D1.513.019.2C.00	BENEFIT CONTRA EXP	(23,650)	(24,457)	(25,700)	(25,700)	-	0.0%
001.D1.513.019.3C.00	SUPPLIES CONTRA EXP	(361)	(384)	(400)	(400)	-	0.0%
001.D1.513.019.4C.00	SERVICES CONTRA EXP	(3,539)	(3,191)	(3,600)	(3,600)	-	0.0%
Total Administration Interfund Charges		(84,980)	(88,275)	(91,800)	(91,800)	-	0.0%
Capital Outlays							
001.D1.591.013.71.03	L/T LEASE - COPIER/PRINTER	-	-	-	-	-	0.0%
001.D1.594.013.71.00	CAPITAL LEASES-PRINCIPAL	268	288	-	-	-	0.0%
001.D1.594.013.81.00	CAPITAL LEASES-INTEREST	90	70	-	-	-	0.0%
Total Capital Outlays		358	358	-	-	-	0.0%
TOTAL CITY MANAGER		\$ 198,952	\$ 202,330	\$ 228,215	\$ 223,570	\$ (4,645)	-2.0%

FINANCE(E1) General Fund 001 Department E1

Employees:

Department / Classification	Class	2019	2020	2021	2022	Changes
		Actual	Actual	Budget	Budget	2021-2022
FINANCE						
Finance Director	Non-Represented	1.00	1.00	1.00	1.00	0.00
Financial Analyst	Non-Represented	0.00	0.00	0.00	1.00	1.00
Payroll Accountant	Teamster	1.00	1.00	1.00	1.00	0.00
Accounting Technician II	Teamster	1.00	1.00	1.00	1.00	0.00
Financial Analyst (Variable PT)	Hourly	0.30	0.30	0.20	0.10	-0.10
Total Finance		3.30	3.30	3.20	4.10	0.90

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 revenue receipts; issues payroll and benefit checks; and submits mandatory financial reports to external agencies. Additional analysis and information is also provided as needed.

2021 Accomplishments:

- Submitted 2020 annual reporting packages to the State Auditor’s Office in a timely manner.
- Received clean audit of the City’s 2019 Financial Statement audit.
- Maintained chart of accounts according to changes made to the SAO BARS Manual throughout the year.
- Managed the city’s temporarily available cash funds according to the City’s investment policy.
- Implemented accounting procedures for the American Rescue Plan Act, Local Fiscal Recovery Fund.
- Received WFOA scholarship grant to fund an accounting intern we had employed for a couple of months.
- Hired a new Payroll Accountant, filling the position vacated due to a retirement.

2022 Goals and Objectives:

- Maintain compliance with all financial reporting standards.
- Continue monitoring budget and revenues and provide analysis of the city’s financial activities and status.
- Continue to provide excellent customer service to external and internal customers.
- Strive to achieve a “clean” audit of the city’s Financial Statement Audit.
- Provide staff training on the city’s financial software modules and State Auditor’s BARS updates.
- Hire a new Financial Analyst position.

Significant Changes 2022:

- 2022 budget includes one new full-time Financial Analyst position.
- Reduced part-time hourly staff budget by half from 0.2 FTE (400 hours) to 0.1 FTE (200 hours).
- Includes one-time costs for office furniture, equipment, and a computer for new staff.
- Not included in the 2022 Finance Department budget is the budget for adding a new office space for one new staff. This budget is being requested in the Public Facilities Reserve Fund as a part of a larger project which involves remodeling of Recreation Department front counter and public reception area, workroom area for finance, recreation and planning departments, and replacing carpet/flooring of finance/recreation side of the building.

FINANCE DEPARTMENT BUDGET SUMMARY

Finance Department Primary Cost Summary			2021	2022	Change 2021-2022	% Change
	2019 Actual	2020 Actual	Amended Budget	Proposed Budget		
Salaries & Wages	252,485	245,268	265,400	303,700	38,300	14.4%
Benefits	98,226	93,693	99,800	101,560	1,760	1.8%
Supplies	12,496	10,197	6,500	11,000	4,500	69.2%
Services	74,961	88,945	93,435	100,640	7,205	7.7%
Debt Service	1,471	1,533	-	-	-	0.0%
Total Expenditures	439,639	439,636	465,135	516,900	51,765	11.1%
Less:						
Interfund Charges	(169,427)	(161,421)	(178,500)	(178,500)	-	0.0%
Net Expenditures	270,212	278,215	286,635	338,400	51,765	18.1%
Funding From General Revenues	270,212	278,215	286,635	338,400	51,765	18.1%

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

Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
EXPENDITURES							
Administration							
001.E1.514.023.11.00	SALARIES AND WAGES	\$ 235,878	\$ 238,712	\$ 245,700	\$ 291,700	\$ 46,000	18.7%
001.E1.514.023.11.05	SALARIES AND WAGES - PT	14,960	5,160	16,500	8,000	(8,500)	-51.5%
001.E1.514.023.12.00	OVERTIME	1,647	1,396	3,200	4,000	800	25.0%
001.E1.514.023.21.00	PERSONNEL BENEFITS	96,994	93,272	98,700	101,000	2,300	2.3%
001.E1.514.023.21.05	PERSONNEL BENEFITS - PT	1,232	421	1,100	560	(540)	-49.1%
001.E1.514.023.31.00	OFFICE & OPERATING SUPPLIES	6,093	6,334	6,000	6,500	500	8.3%
001.E1.514.023.35.00	SMALL TOOLS & MINOR EQUIPMENT	6,403	3,863	500	4,500	4,000	800.0%
001.E1.514.023.41.00	PROFESSIONAL SERVICES	707	1,029	500	1,200	700	140.0%
001.E1.514.023.41.50	PROFESSIONAL SERVICES - AUDIT	26,974	39,505	38,300	41,000	2,700	7.0%
001.E1.514.023.42.00	COMMUNICATIONS	4,647	5,397	5,200	5,600	400	7.7%
001.E1.514.023.43.00	TRAVEL/HOTEL/PER DIEMS	795	-	1,275	500	(775)	-60.8%
001.E1.514.023.44.00	ADVERTISING	-	-	600	500	(100)	-16.7%
001.E1.514.023.45.00	RENTALS	224	260	1,800	1,800	-	0.0%
001.E1.514.023.46.00	INSURANCE	5,171	5,416	6,000	6,200	200	3.3%
001.E1.514.023.47.00	PUBLIC UTILITY SERVICE	71	533	600	700	100	16.7%
001.E1.514.023.47.03	PUBLIC UTILITY SERVICE - CITY	-	-	-	-	-	0.0%
001.E1.514.023.48.00	REPAIR & MAINT- FACILITIES	34,003	-	200	200	-	0.0%
001.E1.514.023.48.01	REPAIR & MAINTENANCE - EQUIP.	-	-	-	-	-	0.0%
001.E1.514.023.48.02	R & M - SOFTWARE/HARDWARE	-	35,207	36,300	40,300	4,000	11.0%
001.E1.514.023.49.00	MISCELLANEOUS	720	785	960	960	-	0.0%
001.E1.514.023.49.01	REGISTRATION	1,295	455	1,300	1,300	-	0.0%
001.E1.514.023.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	354	358	400	380	(20)	-5.0%
001.E1.594.014.64.00	MACHINERY & EQUIPMENT	-	-	-	-	-	0.0%
001.E1.591.014.71.03	L/T LEASE - COPIER/PRINTER	-	-	-	-	-	0.0%
001.E1.594.014.71.00	CAPITAL LEASES-PRINCIPAL	1,182	1,324	-	-	-	0.0%
001.E1.594.014.81.00	CAPITAL LEASES-INTEREST	289	209	-	-	-	0.0%
Total Administration		439,639	439,636	465,135	516,900	51,765	11.1%
Finance Contra Expenditures							
001.E1.514.029.1C.00	WAGE CONTRA EXP	(97,302)	(90,055)	(92,600)	(92,600)	-	0.0%
001.E1.514.029.2C.00	BENEFIT CONTRA EXP	(37,854)	(34,401)	(35,500)	(35,500)	-	0.0%
001.E1.514.029.3C.00	SUPPLIES CONTRA EXP	(4,816)	(3,744)	(3,000)	(3,000)	-	0.0%
001.E1.514.029.4C.00	SERVICES CONTRA EXP	(29,455)	(33,221)	(47,400)	(47,400)	-	0.0%
Total Finance Contra Expenditures		(169,427)	(161,421)	(178,500)	(178,500)	-	0.0%
TOTAL FINANCE		\$ 270,212	\$ 278,215	\$ 286,635	\$ 338,400	\$ 51,765	18.1%

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CITY CLERK(E4) General Fund 001 Department E4

Employees:

Department / Classification	Class	2019 Actual	2020 Actual	2021 Budget	2022 Budget	Changes
						2021- 2022
CITY CLERK						
City Clerk	Non-Represented	1.00	1.00	1.00	1.00	0.00
Total City Clerk		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. The City Clerk is a member of and secretary to the Fireman’s Pension Board.

2021 Accomplishments:

- Responded to 80+ public records requests
- Prepared essential City records for secure location at the Washington State Archives Office
- Continued organization of City agreements

2022 Goals and Objectives:

- Maintain City records and transfer essential records to Washington State Archives
- Create a more efficient Public Records Request system

Significant Changes 2022:

- None

CITY CLERK DEPARTMENT BUDGET SUMMARY

City Clerk Department Primary Cost Summary	2019 Actual	2020 Actual	2021	2022	Change	
			Amended Budget	Proposed Budget	2021-2022	% Change
Salaries & Wages	69,690	70,176	79,000	62,260	(16,740)	-21.2%
Benefits	34,916	34,953	38,600	21,300	(17,300)	-44.8%
Supplies	1,392	1,872	1,200	1,000	(200)	-16.7%
Services & Charges	9,521	9,294	17,576	15,740	(1,836)	-10.4%
Debt Service	358	358	-	-	-	0.0%
Total Expenditures	115,877	116,653	136,376	100,300	(36,076)	-26.5%
Less						
Interfund charges	(34,682)	(35,435)	(36,200)	(36,200)	-	0.0%
Net Expenditures	81,195	81,218	100,176	64,100	(36,076)	-36.0%
Funding from General Revenues	81,195	81,218	100,176	64,100	(36,076)	-36.0%

FUND: 001 - GENERAL FUND		EXPENDITURES (E4)					
DEPARTMENT: E4 - CITY CLERK							
Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
EXPENDITURES							
City Clerk General							
001.E4.514.020.11.00	SALARIES AND WAGES	69,690	70,176	79,000	62,260	(16,740)	-21.2%
001.E4.514.020.21.00	PERSONNEL BENEFITS	34,916	34,953	38,600	21,300	(17,300)	-44.8%
001.E4.514.020.31.00	OFFICE & OPERATING SUPPLIES	455	220	1,200	1,000	(200)	-16.7%
001.E4.514.020.32.00	FUEL CONSUMED	-	-	-	-	-	0.0%
001.E4.514.020.35.00	SMALL TOOLS & MINOR EQUIPMENT	937	1,652	-	-	-	0.0%
001.E4.514.020.41.00	PROFESSIONAL SERVICES	244	494	2,000	500	(1,500)	-75.0%
001.E4.514.020.42.00	COMMUNICATIONS	1,490	1,043	1,600	1,400	(200)	-12.5%
001.E4.514.020.43.00	TRAVEL/HOTEL/PER DIEMS	-	-	200	500	300	150.0%
001.E4.514.020.44.00	ADVERTISING	1,480	1,040	1,700	1,300	(400)	-23.5%
001.E4.514.020.45.00	RENTALS	487	296	750	800	50	6.7%
001.E4.514.020.46.00	INSURANCE	1,797	1,995	2,300	2,640	340	14.8%
001.E4.514.020.47.00	PUBLIC UTILITY SERVICE	97	225	500	300	(200)	-40.0%
001.E4.514.020.47.03	PUBLIC UTILITY SERVICE - CITY	-	-	-	-	-	0.0%
001.E4.514.020.48.00	REPAIR & MAINT- FACILITIES	-	-	-	-	-	0.0%
001.E4.514.020.48.01	REPAIR & MAINT - EQUIPMENT	-	-	-	50	50	0.0%
001.E4.514.020.48.02	R & M - SOFTWARE/HARDWARE	446	676	1,000	1,200	200	20.0%
001.E4.514.020.49.00	MISCELLANEOUS	-	-	100	50	(50)	-50.0%
001.E4.514.020.49.01	REGISTRATION	-	45	100	400	300	300.0%
001.E4.514.020.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	-	-	75	100	25	33.3%
001.E4.514.020.40.15	INTERGOVT'L SVC/CHARGES	-	-	500	500	-	0.0%
001.E4.591.014.71.03	L/T LEASE -COPIER/PRINTER	-	-	-	-	-	0.0%
001.E4.594.014.71.00	CAPITAL LEASES-PRINCIPAL	268	288	-	-	-	0.0%
001.E4.594.014.81.00	CAPITAL LEASES-INTEREST	90	70	-	-	-	0.0%
Total City Clerk General		112,397	113,173	129,625	94,300	(35,325)	-27.3%
City Clerk Contras General							
001.E4.514.028.1C.00	WAGE CONTRA EXP	(20,858)	(21,317)	(22,000)	(22,000)	-	0.0%
001.E4.514.028.2C.00	BENEFIT CONTRA EXP	(10,450)	(10,617)	(11,000)	(11,000)	-	0.0%
001.E4.514.028.3C.00	SUPPLIES CONTRA EXP	(416)	(569)	(900)	(900)	-	0.0%
001.E4.514.028.4C.00	SERVICES CONTRA EXP	(2,958)	(2,932)	(2,300)	(2,300)	-	0.0%
Total City Clerk Contras General		(34,682)	(35,435)	(36,200)	(36,200)	-	0.0%
City Clerk Website Management							
001.E4.518.080.41.00	PROFESSIONAL SERVICES	-	-	3,251	3,000	(251)	-7.7%
001.E4.518.080.48.00	REPAIR & MAINT- FACILITIES	-	-	-	-	-	0.0%
001.E4.518.080.48.01	REPAIR & MAINT - EQUIPMENT	-	-	-	-	-	0.0%
001.E4.518.080.48.02	R & M - SOFTWARE/HARDWARE	3,480	3,480	3,500	3,000	(500)	-14.3%
001.E4.518.080.49.00	MISCELLANEOUS	-	-	-	-	-	0.0%
Total City Clerk Website Management		3,480	3,480	6,751	6,000	(751)	-11.1%
City Clerk Capital Outlays							
001.E4.594.014.64.00	MACHINERY & EQUIPMENT	-	-	-	-	-	0.0%
Total City Clerk Capital Outlays		-	-	-	-	-	0.0%
TOTAL CITY CLERK		\$ 81,195	\$ 81,218	\$ 100,176	\$ 64,100	(36,076)	-36.0%

LEGAL SERVICES(CITY ATTORNEY) (F1) 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 2022:

None.

LEGAL SERVICE DEPARTMENT BUDGET SUMMARY

Legal Service Department Primary Cost Summary	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
Supplies	662	-	-	-	-	0.0%
Services	103,091	105,778	113,000	110,000	(3,000)	-2.7%
Total Expenditures	103,753	105,778	113,000	110,000	(3,000)	-2.7%
Less:						
Interfund charge	(31,053)	(32,132)	(33,300)	(33,300)	-	0.0%
Net Expenditures	72,700	73,646	79,700	76,700	(3,000)	-3.8%
Funding from General Revenues	72,700	73,646	79,700	76,700	(3,000)	-3.8%

FUND:	GENERAL FUND	EXPENDITURES (F1)
DEPARTMENT:	F1 - LEGAL SERVICES (CITY ATTORNEY)	

Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
EXPENDITURES							
Legal Service - General							
001.F1.515.041.31.00	OFFICE & OPERATING SUPPLIES	\$ 662	\$ -	\$ -	\$ -	\$ -	0.0%
001.F1.515.041.41.00	PROF SVS. - CITY ATTORNEY GENERAL	102,775	103,535	102,500	102,500	-	0.0%
001.F1.515.041.41.31	PROF SVS. - ADMIN SUPPORT	316	2,243	2,500	2,500	-	0.0%
001.F1.515.041.41.32	PROF SVS. - LITIGATION/SPECIAL	-	-	8,000	5,000	(3,000)	-37.5%
Total Legal Services - General		103,753	105,778	113,000	110,000	(3,000)	-2.7%
Legal Services Contra Expenditures							
001.F1.515.041.3C.00	SUPPLIES CONTRA EXP	(198)	-	-	-	-	0.0%
001.F1.515.041.4C.00	SERVICES CONTRA EXP	(30,855)	(32,132)	(33,300)	(33,300)	-	0.0%
Total Legal Services Contra Expenditures		(31,053)	(32,132)	(33,300)	(33,300)	-	0.0%
TOTAL LEGAL SERVICES		\$ 72,700	\$ 73,646	\$ 79,700	\$ 76,700	\$ (3,000)	-3.8%

FACILITIES & PARKS (F2) General Fund 001 Department F2

Employees:

Department / Classification	Class	2019 Actual	2020 Actual	2021 Budget	2022 Budget	Changes
						2021- 2022
FACILITIES AND PARKS						
Property/Facilities Manager	Non-Represented	1.00	1.00	1.00	1.00	0.00
Property Maintenance Tech. I	Teamster	4.00	4.00	4.00	4.00	0.00
Property Maintenance Worker 1 FTE	Teamster	0.00	0.00	0.00	1.00	1.00
Property Maintenance Aide (seasonal)	Hourly	3.10	3.10	2.10	2.10	0.00
Administrative Assistant - Recreation	Teamster	0.00	0.00	0.40	0.40	0.00
Recreation Manager	Non-Represented	0.00	0.00	0.20	0.20	0.00
Public Works Director	Non-Represented	0.05	0.05	0.00	0.00	0.00
Public Works Office Manager	Teamster	0.20	0.20	0.00	0.00	0.00
Total Facilities & Parks		8.35	8.35	7.70	8.70	1.00

Mission and Responsibilities:

The Facilities and Parks Department is responsible for the maintenance, improvement and development of all municipal buildings and property including parking lots, landscaping, and irrigation systems.

Municipal buildings: Chehalis City Hall, old Chehalis Fire Station, current Chehalis Fire Station, Vernetta Smith Timberland Library, Parks & Recreation/Finance, Community Development, Parks and Facilities Shop, Activity Building, Carpenter Shop, and Scout Lodge.

Miscellaneous facilities: CC White landscape triangle, National Ave. landscape island, 13th Street landscape island, exit 78 Park N Ride, 2 vacant residential lots on Chehalis Ave., and Central Business District planter beds, sidewalks, hanging baskets, restroom facility, 7 parking lots.

City of Chehalis Parks:

Stan Hedwall Park ~ 204-acres with irrigation system in the sport facilities

- Babe Ruth Baseball Complex - 2 full size baseball fields, 1 lighted field, 2 scoreboards, 2 press boxes, concession stand with restroom
- Little League Complex - 4 youth size baseball fields, 1 lighted field, 2 scoreboards, club house/press box, concession stand with restrooms facilities and 1 press boxes
- Softball Complex - 4 adult/youth multi use fields used for softball and soccer
- Soccer Complex - 18 multi-sized soccer fields placed throughout the park, concession stand with restrooms and storage space.
- RV Park - 29 rental spaces with electric and water hook-ups, caretaker site with storage building, waste disposal site, restroom/shower facility, organic waste disposal site.
- Large batting cage building and small batting cage building
- Center loop road, public restrooms, playground
- Rental shelter with restrooms, volleyball court, horseshoe pit
- Pavilion
- 6 parking lots
- Public river access

Recreation Park ~ 12-acres with an irrigation system

- Chehalis Sports Complex - 4 synthetic youth sized softball/baseball fields, 2 scoreboards, 2 lighted fields, concession stand with restrooms and meeting space
- Gail and Carolyn Shaw Aquatics Center - locker rooms, meeting room, family restroom, outdoor showers, zero depth entry with interactive toys, 2 large slides, 1 toddler slide, diving board, parking lot
- Spray Park - restrooms, 2 picnic shelters, playground
- Penny Playground – inclusive toys, shade shelter, picnic shelter, restrooms, walking path, parking lot
- VR Lee Community Building rental facility, full kitchen, restrooms, parking lot
- Fred Hess Kitchen rental facility, restrooms
- Walking path around perimeter of park
- Maintenance shop

Westside Park ~ ¾ acre

- Picnic shelter
- 2 covered picnic tables
- Playground
- 2 outdoor basketball courts

Lintott Alexander Park ~ 5.5 acres

- Restrooms
- Caretaker site
- 2 rental shelters
- Playground
- Walking path around perimeter of the park
- Public river access
- Parking lot

. Millett Field ~ 3.3-acres

- Basketball court
- Playground
- Open space

Dobson Park ~ 26-acres, inactive

McFadden Park ~ 28-acres, inactive

Duffy Park ~ 4.6- acres, inactive

2021 Accomplishments:

- Staff assisted in the completion and opening of the sports complex and penny playground projects.
- Renovated the RV Park bathroom facility.
- New landscaping installed in front of Lintott Alexander Park.
- Lintott Alexander Park Parking Lot cleaned and striped.
- Downtown Parking Lot cleaned, and parking stops replaced.
- Installed Automatic door locks at the penny restrooms.
- Cleaned up brush along the RV park at Stan Hedwall and along the river road.
- Drainage installed at the Scout Lodge
- City hall signs refurbished.
- Two new Variable Speed Drives installed on the filter and toy pumps at the pool.
- Installed gates and fencing at the entrance to Babe Ruth and Little League complexes.
- Dangerous trees trimmed at Lintott Alexander Park.
- Staff completed over 200 work orders using the new asset management software.

2022 Goals and Objectives:

- Continue to assess the facility needs and plan to continue improvement projects.
- To maintain the new sports complex and the Penny Playground to the highest standard.
- Renovation to the Babe Ruth Bathroom Facility.
- Replace Roof on the Center area Bathroom at Stan Hedwall Park.
- Replace irrigation system in planters downtown.
- Purchase of a vehicle for Parks and Facilities staff to replace one older vehicle.
- Purchase a mower for small mowing.
- Purchase 3 small utility Trailers for hauling equipment.
- Continue to paint facilities as time and financial resources allow.
- Fill the Property Maintenance worker position FTE.
- Fill the Property Maintenance Tech. II position.
- Repair and cleanup Parking Lot C.
- Pool slides Gel coated.
- Pool outdoor showers replaced.
- Pool sand filters media replacement.

Significant Changes 2022:

The 2022 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 2023 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.

- \$25,000 onetime for pool slide resurfacing.
- \$25,000 onetime for sand filter media replacement.
- \$5,000 onetime for outdoor shower replacement.
- \$7,000 onetime for Babe Ruth bathroom Renovation.
- \$8,000 onetime for center area bathroom roof replacement.
- \$5,000 one-time blacktop seal coat at the sports complex.
- \$15,000 one-time vehicle purchase.
- \$9,000 one-time purchase of 3 small utility trailers.
- \$9,000 one-time purchase of a mower for the small mowing areas.
- \$6,000 one-time parking lot c cleanup and stripe.
- \$3,000 one-time purchase of automatic locks at the downtown restrooms.
- \$2,700 impeller replacement on toy pump at the pool.
- \$6,400 synthetic turf cleaning and Gmax testing.
- \$2,800 purchase of handheld manual vacuum for the pool.

FACILITIES AND PARKS DEPARTMENT BUDGET SUMMARY

Facilities and Parks Primary Cost Summary	2019	2020	2021	2022	Change	
	Actual	Actual	Amended Budget	Proposed Budget	2021-2022	% Change
Salaries & Wages	401,510	386,786	452,900	502,900	50,000	11.0%
Benefits	180,228	178,968	208,250	236,150	27,900	13.4%
Supplies	159,861	123,550	153,700	149,240	(4,460)	-2.9%
Services	337,655	291,212	409,426	499,345	89,919	22.0%
Capital Outlay	13,570	65,981	78,610	48,582	(30,028)	-38.2%
Custodial Disbursement	3,651	-	-	-	-	0.0%
Total Expenditures	1,096,475	1,046,497	1,302,886	1,436,217	133,331	10.2%
Service Related Fees/Funds						
Dump/Disposal Fees	2,538	1,592	2,100	4,000	1,900	90.5%
Field rental	505	2,810	1,100	34,000	32,900	2990.9%
Facility rentals & leases	72,150	15,955	71,200	92,200	21,000	29.5%
Donations	2,124	2,074	-	-	-	0.0%
Miscellaneous Other	15,217	9,427	3,000	-	(3,000)	-100.0%
Custodial Receipts	1,557	-	-	-	-	0.0%
Transfers In - Fund 107 LTAC	-	-	-	22,340	-	0.0%
Total Service Related Fees/Funds	94,091	31,858	77,400	152,540	52,800	68.2%
Funding from General Revenues	1,002,384	1,014,639	1,225,486	1,283,677	80,531	6.6%

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

Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
EXPENDITURES							
General Facilities Maintenance							
001.F2.518.030.11.00	SALARIES AND WAGES	205,305	225,481	222,900	261,500	38,600	17.3%
001.F2.518.030.11.02	SALARIES AND WAGES - ADM SUPPORT	-	-	-	-	-	0.0%
001.F2.518.030.11.05	SALARIES AND WAGES - PT	45,305	32,258	61,000	63,000	2,000	3.3%
001.F2.518.030.11.06	SALARIES AND WAGES - VEH MC	4,232	5,007	4,500	5,000	500	11.1%
001.F2.518.030.12.00	OVERTIME	8,271	3,861	6,000	6,000	-	0.0%
001.F2.518.030.12.05	OVERTIME - PT	979	-	500	500	-	0.0%
001.F2.518.030.21.00	PERSONNEL BENEFITS	114,877	118,951	117,200	146,500	29,300	25.0%
001.F2.518.030.21.02	PERSONNEL BENEFITS - ADM SUPPORT	-	-	-	-	-	0.0%
001.F2.518.030.21.05	PERSONNEL BENEFITS - PT	7,655	4,512	12,000	12,000	-	0.0%
001.F2.518.030.21.06	PERSONNEL BENEFITS - VEH MC	1,070	1,226	1,100	1,000	(100)	-9.1%
001.F2.518.030.21.07	PERSONNEL BENEFITS- U I TAXES	136	-	1,600	-	(1,600)	-100.0%
001.F2.518.030.24.00	UNIFORMS & CLOTHING	1,072	1,025	1,150	1,150	-	0.0%
001.F2.518.030.31.00	OFFICE & OPERATING SUPPLIES	85,863	64,321	68,000	65,000	(3,000)	-4.4%
001.F2.518.030.32.00	FUEL CONSUMED	14,646	11,747	11,000	14,000	3,000	27.3%
001.F2.518.030.34.00	ITEMS PURCH'D FOR INV & RESALE	-	-	-	-	-	0.0%
001.F2.518.030.35.00	SMALL TOOLS & MINOR EQUIPMENT	6,056	5,629	2,500	2,500	-	0.0%
001.F2.518.030.41.00	PROFESSIONAL SERVICES	49,389	47,011	40,000	48,400	8,400	21.0%
001.F2.518.030.42.00	COMMUNICATIONS	1,988	2,048	2,900	2,900	-	0.0%
001.F2.518.030.43.00	TRAVEL/HOTEL/PER DIEMS	322	110	600	600	-	0.0%
001.F2.518.030.44.00	ADVERTISING	408	306	400	400	-	0.0%
001.F2.518.030.45.00	RENTALS	4,293	4,645	4,500	4,500	-	0.0%
001.F2.518.030.46.00	INSURANCE	20,859	21,791	31,000	34,590	3,590	11.6%
001.F2.518.030.47.00	PUBLIC UTILITY SERVICE	69,521	58,646	59,500	61,120	1,620	2.7%
001.F2.518.030.47.03	PUBLIC UTILITY SERVICE - CITY	-	33,558	40,000	41,080	1,080	2.7%
001.F2.518.030.48.00	REPAIR & MAINT- FACILITIES	106,874	22,090	44,500	44,000	(500)	-1.1%
001.F2.518.030.48.01	REPAIR & MAINT - EQUIPMENT	1,078	3,122	6,000	6,200	200	3.3%
001.F2.518.030.48.02	REPAIR & MAINT - IT SOFTWARE/HARDWARE	142	2,078	-	-	-	0.0%
001.F2.518.030.49.00	MISCELLANEOUS	298	508	-	-	-	0.0%
001.F2.518.030.49.01	REGISTRATION	560	119	2,000	2,000	-	0.0%
001.F2.518.030.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	132	132	3,165	3,250	85	2.7%
001.F2.518.030.49.04	GOVT PERMIT/CERTIFICATION/RECORDING FEE	-	127	-	-	-	0.0%
001.F2.518.030.40.03	EXTERNAL TAXES & OPER ASSESS	726	166	200	200	-	0.0%
001.F2.518.030.64.00	MACHINERY & EQUIPMENT	-	-	-	-	-	0.0%
Total General Facilities Maintenance		752,057	670,475	744,215	827,390	83,175	11.2%
Facilities Administration							
001.F2.518.031.11.00	SALARIES AND WAGES	102,816	98,219	119,700	124,900	5,200	4.3%
001.F2.518.031.11.02	SALARIES AND WAGES - ADM SUPPORT	11,540	5,772	-	-	-	0.0%
001.F2.518.031.21.00	PERSONNEL BENEFITS	43,652	46,540	59,600	60,300	700	1.2%
001.F2.518.031.21.02	PERSONNEL BENEFITS - ADM SUPPORT	6,605	3,334	-	-	-	0.0%
001.F2.518.031.21.07	PERSONNEL BENEFITS	-	-	-	-	-	0.0%
001.F2.518.031.31.00	OFFICE & OPERATING SUPPLIES	919	332	1,200	1,200	-	0.0%
001.F2.518.031.32.00	FUEL CONSUMED	1,191	645	1,100	1,100	-	0.0%
001.F2.518.031.35.00	SMALL TOOLS & MINOR EQUIPMENT	-	352	-	-	-	0.0%
001.F2.518.031.41.00	PROFESSIONAL SERVICES	104	-	200	200	-	0.0%
001.F2.518.031.42.00	COMMUNICATIONS	10,884	8,902	10,700	10,700	-	0.0%
001.F2.518.031.43.00	TRAVEL/HOTEL/PER DIEMS	-	32	500	500	-	0.0%
001.F2.518.031.44.00	ADVERTISING	46	-	-	-	-	0.0%
001.F2.518.031.45.00	RENTALS	1,694	1,685	1,680	1,680	-	0.0%
001.F2.518.031.46.00	INSURANCE	2,667	2,475	4,279	4,800	521	12.2%
001.F2.518.031.47.00	PUBLIC UTILITY SERVICE	-	13	-	-	-	0.0%
001.F2.518.031.48.00	REPAIR & MAINT- FACILITIES	-	-	-	-	-	0.0%
001.F2.518.031.48.01	REPAIR & MAINT - EQUIPMENT	245	-	-	-	-	0.0%
001.F2.518.031.48.02	REPAIR & MAINT - IT SOFTWARE/HARDWARE	272	434	-	-	-	0.0%
001.F2.518.031.49.00	MISCELLANEOUS	-	-	-	-	-	0.0%
001.F2.518.031.49.01	REGISTRATION	19	26	500	500	-	0.0%
001.F2.518.031.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	25	25	25	25	-	0.0%
001.F2.518.031.49.04	COVT PERMIT/CERT/RECORDING FEE	-	-	-	-	-	0.0%
Total Facilities Administration		182,679	168,786	199,484	205,905	6,421	3.2%
Library Facilities							
001.F2.572.050.11.00	SALARIES AND WAGES	4,035	2,388	-	-	-	0.0%
001.F2.572.050.11.05	SALARIES AND WAGES - PT	4,908	3,208	1,800	-	(1,800)	-100.0%
001.F2.572.050.12.00	OVERTIME	265	272	-	-	-	0.0%
001.F2.572.050.12.05	OVERTIME - PT	-	-	-	-	-	0.0%

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

Account Number	Account Title	2019 Acutal	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
001.F2.572.050.21.00	PERSONNEL BENEFITS	1,081	663	-	-	-	0.0%
001.F2.572.050.21.05	PERSONNEL BENEFITS - PT	831	450	-	-	-	0.0%
001.F2.572.050.31.00	OFFICE & OPERATING SUPPLIES	10,523	3,500	3,500	3,500	-	0.0%
001.F2.572.050.35.00	SMALL TOOLS & MINOR EQUIPMENT	259	-	-	-	-	0.0%
001.F2.572.050.41.00	PROFESSIONAL SERVICES	6,365	5,950	6,700	6,700	-	0.0%
001.F2.572.050.42.00	COMMUNICATIONS	-	-	-	-	-	0.0%
001.F2.572.050.45.00	RENTALS	425	-	-	-	-	0.0%
001.F2.572.050.46.00	INSURANCE	5,402	5,786	7,477	8,330	853	11.4%
001.F2.572.050.47.00	PUBLIC UTILITY SERVICE	8,414	7,506	10,000	10,280	280	2.8%
001.F2.572.050.47.03	PUBLIC UTILITY SERVICE - CITY	-	5,707	6,500	6,680	180	2.8%
001.F2.572.050.48.00	REPAIR & MAINT- FACILITIES	5,138	583	10,000	10,280	280	2.8%
001.F2.572.050.48.01	REPAIR & MAINT - EQUIPMENT	1,055	2,813	1,200	1,200	-	0.0%
001.F2.572.050.48.02	REPAIR & MAINT - IT SOFTWARE/HARDWARE	-	-	-	-	-	0.0%
001.F2.572.050.49.00	MISCELLANEOUS	-	-	-	-	-	0.0%
001.F2.572.050.49.04	COVT PERMIT/CERT/RECORDING FEE	-	25	-	-	-	0.0%
Total Library Facilities		48,701	38,851	47,177	46,970	(207)	-0.4%
Swimming Pools							
001.F2.576.020.11.00	SALARIES AND WAGES	8,126	4,370	-	-	-	0.0%
001.F2.576.020.11.05	SALARIES AND WAGES - PT	2,671	2,481	1,200	-	(1,200)	-100.0%
001.F2.576.020.12.00	OVERTIME	3,057	1,238	-	-	-	0.0%
001.F2.576.020.12.05	OVERTIME - PT	-	-	-	-	-	0.0%
001.F2.576.020.21.00	PERSONNEL BENEFITS	2,817	1,372	-	-	-	0.0%
001.F2.576.020.21.05	PERSONNEL BENEFITS - PT	432	345	-	-	-	0.0%
001.F2.576.020.31.00	OFFICE & OPERATING SUPPLIES	33,936	12,791	45,000	40,000	(5,000)	-11.1%
001.F2.576.020.34.00	ITEMS PURCH'D FOR INV & RESALE	-	-	-	-	-	0.0%
001.F2.576.020.35.00	SMALL TOOLS & MINOR EQUIPMENT	6,468	-	1,400	1,400	-	0.0%
001.F2.576.020.41.00	PROFESSIONAL SERVICES	200	670	-	-	-	0.0%
001.F2.576.020.42.00	COMMUNICATIONS	961	1,049	1,250	1,250	-	0.0%
001.F2.576.020.43.00	TRAVEL/HOTEL/PER DIEMS	95	-	400	400	-	0.0%
001.F2.576.020.44.00	ADVERTISING	-	-	-	-	-	0.0%
001.F2.576.020.45.00	RENTALS	1,087	1,375	1,100	1,100	-	0.0%
001.F2.576.020.46.00	INSURANCE	2,351	2,462	5,150	5,720	570	11.1%
001.F2.576.020.47.00	PUBLIC UTILITY SERVICE	25,361	6,305	33,000	34,000	1,000	3.0%
001.F2.576.020.47.03	PUBLIC UTILITY SERVICE - CITY	-	19,475	37,000	38,000	1,000	2.7%
001.F2.576.020.48.00	REPAIR & MAINT - FACILITY	4,251	476	500	500	-	0.0%
001.F2.576.020.48.01	REPAIR & MAINT - EQUIPMENT	2,630	8,021	1,000	58,500	57,500	5750.0%
001.F2.576.020.48.02	REPAIR & MAINT - IT SOFTWARE/HARDWARE	-	-	400	400	-	0.0%
001.F2.576.020.49.00	MISCELLANEOUS	-	-	-	-	-	0.0%
001.F2.576.020.49.01	REGISTRATION	425	-	1,000	1,000	-	0.0%
001.F2.576.020.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	-	-	-	-	-	0.0%
001.F2.576.020.49.04	COVT PERMIT/CERTIFICATION/RECORDING FEE	153	-	300	300	-	0.0%
001.F2.594.076.64.00	CAPITAL OUTLAY- MACHINERY & EQUIP	-	-	14,500	2,500	(12,000)	-82.8%
Total Swimming Pools		95,021	62,430	143,200	185,070	41,870	29.2%
Recreation Park (Sports Complex)							
001.F2.576.080.11.00	SALARIES AND WAGES	-	1,403	17,300	14,000	(3,300)	-19.1%
001.F2.576.080.11.05	SALARIES AND WAGES - PT	-	-	18,000	28,000	10,000	55.6%
001.F2.576.080.12.00	OVERTIME	-	828	-	-	-	0.0%
001.F2.576.080.12.05	OVERTIME - PT	-	-	-	-	-	0.0%
001.F2.576.080.21.00	PERSONNEL BENEFITS	-	550	9,600	5,900	(3,700)	-38.5%
001.F2.576.080.21.05	PERSONNEL BENEFITS - PT	-	-	6,000	9,300	3,300	55.0%
001.F2.576.080.31.00	OFFICE & OPERATING SUPPLIES	-	21,545	20,000	20,540	540	2.7%
001.F2.576.080.32.00	FUEL CONSUMED	-	-	-	-	-	0.0%
001.F2.576.080.35.00	SMALL TOOLS & MINOR EQUIPMENT	-	2,688	-	-	-	0.0%
001.F2.576.080.41.00	PROFESSIONAL SERVICES	-	-	10,000	11,000	1,000	10.0%
001.F2.576.080.42.00	COMMUNICATIONS	-	-	-	-	-	0.0%
001.F2.576.080.43.00	TRAVEL/HOTEL/PER DIEMS	-	-	-	-	-	0.0%
001.F2.576.080.44.00	ADVERTISING	-	-	-	-	-	0.0%
001.F2.576.080.45.00	RENTALS	-	1,116	500	500	-	0.0%
001.F2.576.020.46.00	INSURANCE	-	-	3,300	3,700	400	12.1%
001.F2.576.080.47.00	PUBLIC UTILITY SERVICE	796	2,302	7,000	7,190	190	2.7%
001.F2.576.080.47.03	PUBLIC UTILITY SERVICE - CITY	-	3,947	10,000	10,270	270	2.7%
001.F2.576.080.48.00	REPAIR & MAINT- FACILITIES	-	3,460	2,000	13,400	11,400	570.0%
001.F2.576.080.48.01	REPAIR & MAINT - EQUIPMENT	-	2,135	1,000	1,000	-	0.0%
001.F2.576.080.48.02	REPAIR & MAINT - IT SOFTWARE/HARDWARE	-	-	-	-	-	0.0%
001.F2.576.080.49.00	MISCELLANEOUS	-	-	-	-	-	0.0%

FUND: 001 - GENERAL FUND		EXPENDITURES (F2)					
DEPARTMENT: F2 - FACILITIES AND PARKS							
Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change	
						2021-2022	% Change
001.F2.576.080.49.01	REGISTRATION	-	-	-	-	-	0.0%
001.F2.576.080.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	-	-	-	-	-	0.0%
001.F2.594.076.64.00	MACHINERY & EQUIPMENT	-	-	-	-	-	0.0%
Total Recreation Park		796	39,974	104,700	124,800	20,100	19.2%
Due to Other Entities							
001.F2.589.030.00.04	DUE TO STATE - SALES TAX	2,094	-	-	-	-	0.0%
001.F2.589.030.00.06	DUE TO OTHERS - LET	1,079	-	-	-	-	0.0%
001.F2.589.030.00.14	DUE TO STATE - HOTEL/MOTEL TAX	478	-	-	-	-	0.0%
Total Due to Other Entities		3,651	-	-	-	-	0.0%
Capital Outlay							
001.F2.594.018.64.00	CAPITAL OUTLAY-MACHINERY & EQUIP	-	849	540	540	-	0.0%
001.F2.594.018.71.01	CAPITAL LEASES-MOWER-PRINCIPAL	11,226	11,771	12,342	10,879	(1,463)	-11.9%
001.F2.594.018.81.00	CAPITAL LEASES-INTEREST	2,344	1,799	1,228	1,663	435	35.4%
001.F2.594.076.63.00	CAPITAL OUTLAY-OTHER IMPROVEMENTS	-	33,763	50,000	-	(50,000)	-100.0%
001.F2.594.076.64.00	CAPITAL OUTLAY-MACHINERY & EQUIP	-	17,799	-	33,000	33,000	0.0%
Total Capital Outlays		13,570	65,981	64,110	46,082	(18,028)	-28.1%
TOTAL FACILITIES AND PARKS		\$ 1,096,475	\$ 1,046,497	\$ 1,302,886	\$ 1,436,217	133,331	10.2%

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NON-DEPARTMENTAL (G1)

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
- 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
- Costs for LEOFF 1 Retiree health benefit plan

2021 Accomplishment:

The General Fund sales tax revenue came in stronger than anticipated in 2020, and City Council approved one-time transfer of \$400,000 to the following reserve funds for future budget needs:

- Transferred \$100,000 to Compensated Absences Fund
- Transferred \$100,000 to Auto/Equipment Reserve Fund for vehicle and equipment replacement
- Transferred \$100,000 to Auto/Equipment Reserve Fund to accumulate funding needed for financial software upgrade

2022 Goals and Objectives:

- Provide funding for recurring budget needs for the following:
 - Provide 25% of 2011 LTGO debt service
 - Provide funding to LEOFF 1 OPEB Reserve Fund
 - Provide funding for annual street maintenance operations
- Transfer \$200,000 to the Public Facilities Reserve Fund to provide funding for future permanent fire station project costs.

2022 Changes

The 2022 budget includes a transfer of \$577,000 utility tax and \$209,000 local sales tax to the Street Fund (003) to fund the city's street maintenance and operations budget needs.

This change is due to consolidating the City's street maintenance operations from three different departments and funds to one fund. Starting 2022 budget year, the General Fund Street Department (001.K1), Dedicated Street Fund-4% Sales Tax (Fund 003), and Arterial Street Fund (Fund 102) are combined to the existing Fund 003 with the name of fund changed from Dedicated Street Fund – 4% Sales Tax to Street Fund.

Also, starting 2022 the budget for contracted services for indigent defense attorney is moved from the Municipal Court department to the non-departmental department.

NON-DEPARTMENTAL DEPARTMENT BUDGET SUMMARY

Non-departmental Primary Cost Summary	2019	2020	2021	2022	Change 2021-2022	% Change
	Actual	Actual	Amended Budget	Proposed Budget		
LEOFF1 Retiree Medical	106,565	-	-	-	-	0.0%
Firemen's Pension	176,452	14,875	15,000	15,000	-	0.0%
Supplies	3,640	10,618	3,600	2,600	(1,000)	-27.5%
Services	144,734	268,945	218,343	248,550	30,207	13.8%
Transfers Out	867,498	255,965	747,844	1,216,219	468,375	62.6%
Total Expenditures	1,298,889	550,403	984,787	1,482,369	497,582	50.5%
Less:						
Interfund Charges	(11,788)	(15,827)	(9,900)	(9,900)	-	0.0%
Net Expenditures	1,287,101	534,576	974,887	1,472,469	497,582	51.0%
Funding from General Revenues	1,287,101	534,576	974,887	1,472,469	497,582	51.0%

Transfers Out:

TRANSFER OUT - FUND 003 -SALES TAX	4% of local sales tax	209,000
TRANSFER OUT - FUND 003 - UTILITY TAX	About 36% of utility tax	577,000
TRANSFER OUT - FUND 115	\$0.225/\$1000 AV up to 2022 exp	205,800
TRANSFER OUT - FUND 200	25% of 2011 LTGO Bond Debt Service	24,419
TRANSFER OUT - FUND 301	Reserve for permanent fire station A&E	200,000
Total Transfers Out		1,216,219

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

Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
EXPENDITURES							
LEOFF 1 Retiree OPEB							
001.G1.517.021.29.00	PENSION PMTS (MEDICAL) - PD	54,507	-	-	-	-	0.0%
001.G1.517.021.29.01	PENSION PMTS (MEDICAL) - FD	52,058	-	-	-	-	0.0%
Total LEOFF 1 Retiree OPEB		106,565	-	-	-	-	0.0%
Pre-LEOFF Pension Contribution							
001.G1.522.010.29.03	FIRE PENSION CONTRIB - PROPERTY TAX	162,518	-	-	-	-	0.0%
001.G1.522.010.29.04	FIRE PENSION CONTRIB - FIRE INS TAX	13,934	14,875	15,000	15,000	-	0.0%
Total LEOFF 1 Retiree OPEB		176,452	14,875	15,000	15,000	-	0.0%
Information Technology Service							
001.G1.518.080.31.00	OFFICE & OPERATING SUPPLIES	-	-	1,500	-	(1,500)	-100.0%
001.G1.518.080.35.00	SMALL TOOLS & MINOR EQUIPMENT	1,347	7,944	2,000	2,500	500	25.0%
001.G1.518.080.41.00	PROFESSIONAL SERVICES - IT	2,538	1,177	3,000	3,000	-	0.0%
001.G1.518.080.48.00	REPAIR & MAINT- FACILITIES	-	-	-	-	-	0.0%
001.G1.518.080.48.02	R & M - SOFTWARE/HARDWARE	35,586	43,238	34,400	41,950	7,550	21.9%
001.G1.518.080.49.00	MISCELLANEOUS	-	43	-	-	-	0.0%
001.G1.518.080.49.02	SUBSCRIPTIONS/MEMBERSHIPS	-	297	200	200	-	0.0%
001.G1.518.089.3C.00	SUPPLIES CONTRA EXP	(402)	(1,884)	(1,100)	(1,100)	-	0.0%
001.G1.518.089.4C.00	SERVICES CONTRA EXP	(11,386)	(13,083)	(8,800)	(8,800)	-	0.0%
Total Information Technology Service		27,683	37,732	31,200	37,750	6,550	21.0%
Common Facility Maintenance							
001.G1.518.090.31.00	OFFICE & OPERATING SUPPLIES	2,293	2,674	100	100	-	0.0%
001.G1.518.090.42.00	COMMUNICATIONS	-	1,590	1,000	1,000	-	0.0%
001.G1.518.090.45.00	RENTALS	1,359	971	2,000	2,000	-	0.0%
001.G1.518.090.46.00	INSURANCE	4,156	4,321	6,500	6,200	(300)	-4.6%
001.G1.518.090.49.00	MISCELLANEOUS	25	34	200	200	-	0.0%
001.G1.518.090.4C.00	SERVICES CONTRA EXP	-	-	-	-	-	0.0%
001.G1.518.090.40.03	EXTERNAL TAXES & OPER ASSESS	78	213	100	100	-	0.0%
001.G1.589.090.00.00	SUSPENSE/CLEARING ACCOUNT	-	-	-	-	-	0.0%
Total Common Facility Maintenance		7,911	9,803	9,900	9,600	(300)	-3.0%
Other Contracted Services							
001.G1.514.040.40.01	INTERGOVT PROF SVCS - LC ELECTIONS	1,385	-	17,000	-	(17,000)	-100.0%
001.G1.514.090.40.02	INTERGOVT SVCS -VOTER REGISTRATION	7,047	5,918	9,000	9,000	-	0.0%
001.G1.515.091.41.05	INDIGENT DEFENSE ATTORNEY	-	-	-	90,000	90,000	0.0%
001.G1.518.061.49.90	SETTLEMENT TO PUBLIC RECORDS	-	-	18,000	-	(18,000)	-100.0%
001.G1.518.063.40.20	GENERAL GRANT PASS-THRU - CARES	-	122,500	-	-	-	0.0%
001.G1.518.099.5C.00	INTERGOVT SVCS CONTRA EXP	-	(860)	-	-	-	0.0%
001.G1.553.030.40.11	INTERGOVT SVCS - LC FLOOD WARNING	4,000	-	5,000	5,200	200	4.0%
001.G1.553.030.41.00	PROF. SVCS - LC FLOOD MITIGATION FUNDING	15,000	15,000	15,000	15,000	-	0.0%
001.G1.553.070.40.07	INTERGOVT SERVICES - SW CLEAN AIR	3,975	3,983	4,100	4,100	-	0.0%
001.G1.558.070.41.00	PROF SERVICES - MAIN STREET PROGRAM	50,000	50,000	50,000	50,000	-	0.0%
001.G1.558.070.41.01	PROF SERVICES - PORT OF OLY FTZ	-	-	-	-	-	0.0%
001.G1.558.070.40.09	INTERGOVT SERVICES - LC EDC	10,000	7,000	8,000	8,000	-	0.0%
001.G1.565.040.40.05	HOMELESS SERVICES - CENTRALIA	-	3,000	3,000	3,000	-	0.0%
001.G1.566.000.41.00	2% LIQ PROFITS/TAX - CHEM DEP SVCS - LC	2,047	2,160	2,100	2,100	-	0.0%
001.G1.569.000.40.06	INTERGOVT SERVICES - LC SR CENTER	7,500	7,500	7,500	7,500	-	0.0%
001.G1.588.010.00.00	PRIOR PERIOD ADJUSTMENT	-	-	32,243	-	(32,243)	-100.0%
001.G1.589.030.00.06	DUE TO STATE-LET	38	-	-	-	-	0.0%
Total Other Contracted Services		100,992	216,201	170,943	193,900	22,957	13.4%
Capital Expenditures							
001.G1.594.018.64.00	MACHINERY & EQUIPMENT	-	-	-	-	-	0.0%
001.G1.594.018.62.00	BUILDINGS & STRUCTURES	-	-	-	-	-	0.0%
Total Capital Expenditures		-	-	-	-	-	0.0%
Transfers Out							
001.G1.597.000.05.03	TRANSFER OUT - FUND 003 - SALES TAX	196,752	50,879	116,800	209,000	92,200	78.9%
001.G1.597.000.06.03	TRANSFER OUT - FUND 003 - UTILITY TAX	-	-	-	577,000	577,000	0.0%

FUND: 001 - GENERAL FUND		EXPENDITURES (G1)						
DEPARTMENT: G1 - NON-DEPARTMENTAL								
Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change		
						2021-2022	% Change	
001.G1.597.000.05.04	TRANSFER OUT - FUND 004	80,000	-	-	-	-	0.0%	
001.G1.597.000.05.10	TRANSFER OUT - FUND 110	100,000	-	200,000	-	(200,000)	-100.0%	
001.G1.597.000.05.15	TRANSFER OUT - FUND 115	-	172,852	166,000	205,800	39,800	24.0%	
001.G1.597.000.05.20	TRANSFER OUT - FUND 200	24,966	24,380	25,044	24,419	(625)	-2.5%	
001.G1.597.000.05.31	TRANSFER OUT - FUND 301	284,000	7,854	40,000	200,000	160,000	400.0%	
001.G1.597.000.05.32	TRANSFER OUT - FUND 302	181,780	-	200,000	-	(200,000)	-100.0%	
Total Transfers Out		867,498	255,965	747,844	1,216,219	468,375	62.6%	
TOTAL NON-DEPARTMENTAL EXPENDITURES		\$ 1,287,101	\$ 534,576	\$ 974,887	\$ 1,472,469	\$ 497,582	51.0%	

HUMAN RESOURCES/RISK MANAGEMENT (G2) General Fund 001 Department G2

Employees:

Department / Classification	Class	2019 Actual	2020 Actual	2021 Budget	2022 Budget	Changes
						2021- 2022
HUMAN RESOURCES						
Human Resources/Risk Manager	Non-Represented	1.00	1.00	1.00	1.00	0.00
Total Human Resources		1.00	1.00	1.00	1.00	0.00

Mission and Responsibilities:

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

2021 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.
- Worked on significant number of COVID/Vaccination related issues and policies.
- 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.
 - As of September 16, 2021 we have filled 21 vacancies in the City.
 - Two are currently in progress.
 - I anticipate a minimum of three more positions to fill by year end.
 - These numbers do not include the roughly 30 pool/seasonal positions filled.
- Significant progress on updating City Rules and Regulations.
- Implemented Harassment Training city-wide for employees and managers.

2022 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 as positions open.
- Manage workforce needs within budgetary constraints.
- Participate in annual audit by WCIA.
- Publish the new City Rules and Regulations.
- Develop and identify a Professional Development Program for managers and supervisors.
- Enhance our Performance Evaluation criteria and occurrence city-wide.

Significant Changes 2022:

- Increase in advertising budget, as HR has subscribed to advertising services with NeoGov and AWC Jobnet; and will continue to look for other resources to advertise position openings.

HUMAN RESOURCES & RISK MANAGEMENT DEPARTMENT BUDGET SUMMARY

Human Resources Primary Cost Summary			2021	2022	Change	
	2019 Actual	2020 Actual	Amended Budget	Proposed Budget	2021-2022	% Change
Salaries & Wages	95,866	96,554	108,800	98,600	(10,200)	-9.4%
Benefits	36,534	36,649	41,800	35,970	(5,830)	-13.9%
Supplies	2,145	2,491	1,800	1,800	-	0.0%
Services	119,172	42,097	35,150	160,150	125,000	355.6%
Long-term Leases	358	358	-	-	-	0.0%
Total Expenditures	254,075	178,149	187,550	296,520	108,970	58.1%
Less:						
Interfund Charges	(88,266)	(60,232)	(63,800)	(63,800)	-	0.0%
Net Expenditures	165,809	117,917	123,750	232,720	108,970	88.1%
Funding From General Revenue	165,809	117,917	123,750	232,720	108,970	88.1%

FUND:	001 - GENERAL FUND	EXPENDITURES (G2)
DEPARTMENT:	G2 - HUMAN RESOURCES & RISK MANAGEMENT	

Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
EXPENDITURES							
Administration							
001.G2.518.010.11.00	SALARIES AND WAGES	\$ 95,866	\$ 96,554	\$ 108,800	\$ 98,600	\$ (10,200)	-9.4%
001.G2.518.010.11.05	SALARIES AND WAGES PT		-	-	-	-	0.0%
001.G2.518.010.21.00	PERSONNEL BENEFITS	36,534	36,649	41,800	35,970	(5,830)	-13.9%
001.G2.518.010.21.05	PERSONNEL BENEFITS PT		-	-	-	-	0.0%
001.G2.518.010.21.07	PERSONNEL BENEFITS		-	-	-	-	0.0%
001.G2.518.010.31.00	OFFICE & OPERATING SUPPLIES	469	839	1,200	1,200	-	0.0%
001.G2.518.010.31.04	SUPPLIES - WELLNESS PROGRAM	739	-	-	-	-	0.0%
001.G2.518.010.32.00	FUEL CONSUMED	-	-	100	100	-	0.0%
001.G2.518.010.35.00	SMALL TOOLS & MINOR EQUIPMENT	937	1,652	500	500	-	0.0%
001.G2.518.010.41.00	PROFESSIONAL SERVICES	112,914	36,706	25,000	150,000	125,000	500.0%
001.G2.518.010.41.01	PROF SVCS - AWC Drug/ Alcohol testing		-	1,300	1,300	-	0.0%
001.G2.518.010.42.00	COMMUNICATIONS	1,694	1,077	2,010	2,010	-	0.0%
001.G2.518.010.43.00	TRAVEL/HOTEL/PER DIEM	690	-	600	600	-	0.0%
001.G2.518.010.44.00	ADVERTISING	-	211	1,750	2,250	500	28.6%
001.G2.518.010.45.00	RENTALS	487	295	1,200	500	(700)	-58.3%
001.G2.518.010.46.00	INSURANCE	1,677	1,641	1,940	2,140	200	10.3%
001.G2.518.010.47.00	PUBLIC UTILITY SERVICE	28	10	50	50	-	0.0%
001.G2.518.010.47.03	PUBLIC UTILITY SERVICE - CITY	-	-	-	-	-	0.0%
001.G2.518.010.48.00	REPAIR & MAINT- FACILITY	-	122	-	-	-	0.0%
001.G2.518.010.48.01	REPAIR & MAINT - EQUIPMENT	-	-	-	-	-	0.0%
001.G2.518.010.48.02	R & M - SOFTWARE/HARDWARE	304	637	500	500	-	0.0%
001.G2.518.010.49.00	MISCELLANEOUS	23	153	200	200	-	0.0%
001.G2.518.010.49.01	REGISTRATION	-	-	400	400	-	0.0%
001.G2.518.010.49.02	MEMBERSHIP DUES/SUBSCRIPTION	1,355	1,245	200	200	-	0.0%
001.G2.518.014.32.00	MISCELLANEOUS	-	-	-	-	-	0.0%
001.G2.518.014.43.00	REGISTRATION	-	-	-	-	-	0.0%
001.G2.591.018.71.03	L/T LEASE - COPIER/PRINTER	-	-	-	-	-	0.0%
001.G2.594.018.71.00	CAPITAL LEASES-PRINCIPAL	268	288	-	-	-	0.0%
001.G2.594.018.81.00	CAPITAL LEASES-INTEREST	90	70	-	-	-	0.0%
Total Administration		254,075	178,149	187,550	296,520	108,970	58.1%
Contra Expenditures							
001.G2.518.019.1C.00	WAGE CONTRA EXP	(33,304)	(32,645)	(33,100)	(33,100)	-	0.0%
001.G2.518.019.2C.00	BENEFIT CONTRA EXP	(12,692)	(12,391)	(12,500)	(12,500)	-	0.0%
001.G2.518.019.3C.00	SUPPLIES CONTRA EXP	(745)	(842)	(1,000)	(1,000)	-	0.0%
001.G2.518.019.4C.00	SERVICES CONTRA EXP	(41,525)	(14,354)	(17,200)	(17,200)	-	0.0%
Total Contra Expenditures		(88,266)	(60,232)	(63,800)	(63,800)	-	0.0%
TOTAL HUMAN RESOURCES & RISK MANAGEMENT		\$ 165,809	\$ 117,917	\$ 123,750	\$ 232,720	\$ 108,970	88.1%

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POLICE (H1)

General Fund 001 Department H1

Employees:

Department / Classification	Class	2019 Actual	2020 Actual	2021 Budget	2022 Budget	Changes
						2021- 2022
POLICE						
Chief of Police	Non-Represented	1.00	1.00	1.00	1.00	0.00
Deputy Chief	Non-Represented	1.00	1.00	1.00	1.00	0.00
Administrative Assistant	Teamster	1.00	1.00	1.00	1.00	0.00
Records Technician	Teamster	2.00	2.00	2.00	2.00	0.00
Records Assistant/Evidence Tech	Teamster	1.00	1.00	1.00	1.00	0.00
Police Sergeant	Guild	4.00	4.00	4.00	4.00	0.00
Police Officer (Patrol & Detective)	Guild	12.00	11.00	11.00	12.00	1.00
Parking Enforcement/Evidence Technician	Teamster	0.00	0.00	0.00	0.00	0.00
Parking Enforcement Officer (PT)	Teamster	0.50	0.00	0.00	0.50	0.50
Community Services Officer	Teamster	1.00	1.00	1.00	1.00	0.00
Civil Service Examiner (Variable)	Hourly	0.05	0.05	0.05	0.05	0.00
Total Police		23.55	22.05	22.05	23.55	1.50

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, 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.

2021 Accomplishments:

- Completed 2021 re-accreditation.
- Exceeded the State's minimum training requirements for officer's annual training
- Continued efforts to improve the quality of dispatch services and determine feasibility of pursuing dispatch service options.
- Revised and updated policies related to new legislation. Trained Officers on these new laws and policies.
- Dispatch feasibility study related to TCOM was completed.
- Filled vacant positions: Chief, Deputy Chief. Sergeant, and two Police Officers. Began process for replacing Parking Enforcement Officer.
- Review and update of Field Training Program was completed.
- Completed Emergency Vehicle Operator Training.
- Purchased and transitioned over to new scheduling software.

2022 Goals and Objectives:

- Continue discussions related to improving services from Lewis County's Dispatch Center.
- Send two officers to the I-940 Patrol Tactics training. Training had been delayed due to COVID closures.
- Obtain required supervisor certification for newly appointed Sergeant and Deputy Chief.
- Build new vehicle evidence storage building.

Significant Changes 2021:

In 2021, a series of bills related to police reform were passed in Washington State, limiting what physical force could be used and requiring measures be put into place to ensure officer accountability. As a result of these changes, there has been a significant increase in department and employee liability, especially considering the lack of guidance we've received related to conflicting and vague language. In an effort to protect the city and employees from allegations of wrongdoing, we are proposing the purchase of vehicle and body mounted cameras along with redaction software to assist with records requests related to the recordings. We are only in the preliminary stages of reviewing available systems but have included a proposed budget request based on quotes we've received from several vendors.

The Dispatch service contract has not been finalized at the time of this writing, but I am anticipating a 7% increase from 2021.

Due to COVID restrictions and credit we received from our inability to book suspects due to COVID in 2020, our jail expenditures were significantly lower than projected in 2021. Although we did receive notice the jail rate would increase a small amount in 2022, I anticipate that continued COVID restrictions and the new laws limiting when someone can be taken into custody will reduce our jail bookings, which is why I made no changes to the jail budget for next year.

POLICE DEPARTMENT BUDGET SUMMARY

Police Department Primary Cost Summary	2019	2020	2021	2022	Change	
	Actual	Actual	Amended Budget	Proposed Budget	2021-2022	% Change
Salary & Wages	1,836,376	1,874,801	1,919,700	2,003,210	83,510	4.4%
Benefits	815,026	809,461	859,600	958,540	98,940	11.5%
Supplies	66,489	59,468	73,550	75,050	1,500	2.0%
Services and Charges	463,759	482,557	572,460	586,380	13,920	2.4%
Capital Outlay	12,969	18,718	-	167,000	167,000	0.0%
Custodial Activity	1,240	-	-	-	-	0.0%
Debt Service	-	2,536	-	-	-	0.0%
Total Expenditures	3,195,859	3,247,541	3,425,310	3,790,180	364,870	10.7%
Service Related Fees/Revenues						
Criminal Justice Sales Tax	156,450	152,708	148,600	163,400	14,800	10.0%
Animal Licenses & Gun Permits	3,748	3,524	3,320	3,600	280	8.4%
Governmental Grants	1,411	520	1,530	-	(1,530)	-100.0%
State Shared Revenues	177,618	180,908	183,300	185,410	2,110	1.2%
Law Enforcement Services	3,912	3,296	4,900	5,500	600	12.2%
Parking Enforcement	20,572	10,279	17,800	23,800	6,000	33.7%
Confiscation & Forfeiture	20,876	11,423	43,250	25,200	(18,050)	-41.7%
Contributions	-	10,608	-	-	-	0.0%
Other	590	10,109	300	300	-	0.0%
Total Service Related Fees/Revenues	385,177	383,375	403,000	407,210	4,210	1.0%
Funding from General Revenues	2,810,682	2,864,166	3,022,310	3,382,970	360,660	11.9%

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

Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
EXPENDITURES							
General Administration							
001.H1.521.010.11.00	SALARIES AND WAGES	\$ 222,835	\$ 227,765	\$ 230,700	\$ 219,900	\$ (10,800)	-4.7%
001.H1.521.010.11.02	SALARIES AND WAGES - ADMIN	50,019	51,086	52,200	52,940	740	1.4%
001.H1.521.010.11.05	SALARIES AND WAGES - PT	500	710	-	-	-	0.0%
001.H1.521.010.12.00	OVERTIME	-	-	-	-	-	0.0%
001.H1.521.010.12.02	OVERTIME - ADMIN	-	-	-	-	-	0.0%
001.H1.521.010.21.00	PERSONNEL BENEFITS	78,515	77,054	79,000	80,560	1,560	2.0%
001.H1.521.010.21.02	PERSONNEL BENEFITS - ADMIN	20,839	21,012	21,900	21,290	(610)	-2.8%
001.H1.521.010.21.05	PART TIME PERSONNEL BENEFITS	43	61	-	-	-	0.0%
001.H1.521.010.24.00	UNIFORMS & CLOTHING	-	-	-	-	-	0.0%
001.H1.521.010.31.01	OFFICE & OPERATING SUPPLIES	5,098	6,677	6,500	6,500	-	0.0%
001.H1.521.010.31.02	RANGE OFFICE & OPERATING SUP	3,298	2,080	3,500	4,000	500	14.3%
001.H1.521.010.31.03	CIVIL SERVICE OPERATING SUPPLI	157	-	-	-	-	0.0%
001.H1.521.010.35.00	SMALL TOOLS & MINOR EQUIPMENT	3,262	3,063	4,500	4,500	-	0.0%
001.H1.521.010.35.02	RANGE SMALL TOOLS & MINOR EQUIP.	-	-	-	-	-	0.0%
001.H1.521.010.41.00	PROFESSIONAL SERVICES	1,648	7,175	2,500	2,500	-	0.0%
001.H1.521.010.41.01	PROFESSIONAL SERVICES - LC IT	4,320	4,180	5,700	6,000	300	5.3%
001.H1.521.010.41.03	PROFESSIONAL SERVICES - CIVIL SERVICE	-	-	-	-	-	0.0%
001.H1.521.010.42.00	COMMUNICATIONS	34,937	36,631	35,500	35,500	-	0.0%
001.H1.521.010.44.00	ADVERTISING	224	-	150	150	-	0.0%
001.H1.521.010.44.03	CIVIL SERVICE ADVERTISING	-	-	-	-	-	0.0%
001.H1.521.010.45.00	RENTALS	1,500	850	4,200	4,200	-	0.0%
001.H1.521.010.46.00	INSURANCE	41,488	44,058	50,480	56,430	5,950	11.8%
001.H1.521.010.48.00	REPAIR & MAINT- FACILITIES	-	-	-	-	-	0.0%
001.H1.521.010.48.01	REPAIR & MAINT - EQUIPMENT	-	-	-	-	-	0.0%
001.H1.521.010.48.02	REPAIR & MAINT - IT SOFTWARE/HARDWARE	8,277	8,057	9,800	12,500	2,700	27.6%
001.H1.521.010.49.00	MISCELLANEOUS	-	-	-	-	-	0.0%
001.H1.521.010.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	2,726	2,785	2,900	6,000	3,100	106.9%
001.H1.521.010.40.03	EXTERNAL TAXES & OPER ASSESS	-	-	-	-	-	0.0%
001.H1.591.021.71.03	L/T LEASE - COPIER/PRINER	-	-	-	-	-	0.0%
001.H1.594.021.71.00	CAPITAL LEASES -PRINCIPAL	-	1,465	-	-	-	0.0%
001.H1.594.021.81.00	CAPITAL LEASES -INTEREST	-	1,071	-	-	-	0.0%
Total General Administration		479,686	495,780	509,530	512,970	3,440	0.7%
Records							
001.H1.521.R10.11.00	SALARIES AND WAGES	115,225	149,745	152,800	155,070	2,270	1.5%
001.H1.521.R10.12.00	OVERTIME	-	-	-	-	-	0.0%
001.H1.521.R10.21.00	PERSONNEL BENEFITS	78,256	92,932	97,700	98,160	460	0.5%
Total Records		193,481	242,677	250,500	253,230	2,730	1.1%
Investigation							
001.H1.521.021.11.00	SALARIES AND WAGES	258,640	267,648	275,800	272,840	(2,960)	-1.1%
001.H1.521.021.12.00	OVERTIME	14,870	27,334	16,300	16,300	-	0.0%
001.H1.521.021.21.00	PERSONNEL BENEFITS	119,206	123,353	127,600	142,430	14,830	11.6%
001.H1.521.021.24.00	UNIFORMS & CLOTHING	1,800	1,800	1,800	1,800	-	0.0%
001.H1.521.021.31.00	OFFICE & OPERATING SUPPLIES	-	-	-	-	-	0.0%
001.H1.521.021.35.00	SMALL TOOLS & MINOR EQUIPMENT	-	-	-	-	-	0.0%
001.H1.521.021.41.00	PROFESSIONAL SERVICES	1,211	540	2,000	2,000	-	0.0%
001.H1.521.021.42.00	COMMUNICATIONS	-	-	-	-	-	0.0%
Total Investigation		395,727	420,675	423,500	435,370	11,870	2.8%
Patrol							
001.H1.521.022.11.00	SALARIES AND WAGES	1,028,249	1,000,861	1,037,700	1,113,000	75,300	7.3%
001.H1.521.022.12.00	OVERTIME	68,459	87,681	84,300	90,000	5,700	6.8%
001.H1.521.022.21.00	PERSONNEL BENEFITS	462,884	449,599	471,300	536,300	65,000	13.8%
001.H1.521.022.21.07	PERSONNEL BENEFITS-UI TAXES	-	-	-	-	-	0.0%
001.H1.521.022.24.00	UNIFORMS & CLOTHING	5,812	2,186	13,500	13,500	-	0.0%
001.H1.521.022.31.00	OFFICE & OPERATING SUPPLIES	9,773	11,971	16,000	16,000	-	0.0%
001.H1.521.022.32.00	FUEL CONSUMED	28,540	24,687	28,000	30,000	2,000	7.1%
001.H1.521.022.35.00	SMALL TOOLS & MINOR EQUIPMENT	16,017	10,867	13,900	13,900	-	0.0%
001.H1.521.022.41.00	PROFESSIONAL SERVICES	4,207	2,980	3,000	3,000	-	0.0%

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

Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
001.H1.521.022.42.00	COMMUNICATIONS	-	355	-	-	-	0.0%
001.H1.521.022.42.01	COMMUNICATIONS - MOBILE	4,003	3,958	4,000	5,500	1,500	37.5%
001.H1.521.022.45.00	RENTALS	-	-	-	-	-	0.0%
001.H1.521.022.48.00	REPAIR & MAINT- FACILITIES	-	-	-	-	-	0.0%
001.H1.521.022.48.01	REPAIR & MAINT - EQUIPMENT	7,208	3,996	6,000	6,000	-	0.0%
001.H1.521.022.48.02	REPAIR & MAINT - IT SOFTWARE/HARDWARE	-	-	-	-	-	0.0%
001.H1.521.022.49.00	MISCELLANEOUS	-	-	-	-	-	0.0%
Total Patrol		1,635,152	1,599,141	1,677,700	1,827,200	149,500	8.9%
Special Unit - JNET							
001.H1.521.023.35.00	SMALL TOOLS & EQUIPMENT	-	-	-	-	-	0.0%
001.H1.521.023.43.00	TRAVEL/HOTEL/PER DIEM	2,646	-	1,800	1,800	-	0.0%
001.H1.521.023.45.00	RENTAL	12,400	11,346	19,500	12,000	(7,500)	-38.5%
001.H1.521.023.48.01	REPAIR & MAINT - EQUIPMENT	-	-	-	-	-	0.0%
001.H1.521.023.49.00	MISCELLANEOUS - BUY MONEY	999	2,802	6,000	6,000	-	0.0%
001.H1.521.023.49.01	REGISTRATION	395	-	1,200	1,200	-	0.0%
Total Special Unit - JNET		16,440	14,148	28,500	21,000	(7,500)	-26.3%
Special Weapons and Tactics (SWAT)							
001.H1.521.C23.24.00	UNIFORMS & CLOTHING	-	-	1,000	-	(1,000)	-100.0%
001.H1.521.C23.31.00	OFFICE & OPERATING SUPPLIES	-	-	1,000	-	(1,000)	-100.0%
001.H1.521.C23.42.00	COMMUNICATIONS	-	-	-	-	-	0.0%
Total Special Weapons and Tactics (SWAT)		-	-	2,000	-	(2,000)	-100.0%
Training							
001.H1.521.040.32.01	FUEL CONSUMED-TRAINING	-	-	-	-	-	0.0%
001.H1.521.040.43.00	TRAVEL/HOTEL/PER DIEMS	5,292	2,045	12,200	17,200	5,000	41.0%
001.H1.521.040.49.00	MISCELLANEOUS	-	-	-	-	-	0.0%
001.H1.521.040.49.01	REGISTRATION	6,215	1,660	9,500	11,800	2,300	24.2%
Total Training		11,507	3,705	21,700	29,000	7,300	33.6%
Facilities							
001.H1.521.050.11.00	SALARIES AND WAGES	-	49	-	-	-	0.0%
001.H1.521.050.11.06	SALARIES AND WAGES - VEH MECH	14,330	8,234	15,100	8,100	(7,000)	-46.4%
001.H1.521.050.21.00	PERSONNEL BENEFITS	-	12	-	-	-	0.0%
001.H1.521.050.21.06	PERSONNEL BENEFITS - VEH MECH	3,613	2,016	3,800	1,600	(2,200)	-57.9%
001.H1.521.050.31.00	OFFICE & OPERATING SUPPLIES	173	-	-	-	-	0.0%
001.H1.521.050.45.00	RENTALS	-	-	-	-	-	0.0%
001.H1.521.050.47.00	PUBLIC UTILITY SERVICE	966	896	880	880	-	0.0%
001.H1.521.050.47.03	PUBLIC UTILITY SERVICE - CITY	-	2,600	3,000	3,000	-	0.0%
001.H1.521.050.48.00	REPAIR & MAINT- FACILITIES	1,525	4,468	1,300	2,000	700	53.8%
001.H1.521.050.49.00	MISCELLANEOUS	-	-	-	-	-	0.0%
Total Facilities		20,607	18,275	24,080	15,580	(8,500)	-35.3%
Prisoner Service							
001.H1.523.060.41.00	PROFESSIONAL SERVICES	892	-	5,000	5,000	-	0.0%
001.H1.523.060.40.13	INTERGOVT PROF SVCS -LC JAIL SVCS	82,407	87,022	105,000	105,000	-	0.0%
001.H1.528.060.41.00	PROFESSIONAL SERVICES	-	1,170	-	-	-	0.0%
Total Prisoner Service		83,299	88,192	110,000	110,000	-	0.0%
Contracted Services - Alarm & Dispatch							
001.H1.528.060.40.12	INTERGOVT SVCS-LC DISPATCHING	232,782	249,077	267,500	267,220	(280)	-0.1%
Total Contracted Services - Alarm & Dispatch		232,782	249,077	267,500	267,220	(280)	-0.1%
Parking Facilities							
001.H1.542.065.11.00	SALARIES AND WAGES	10,623	-	-	19,500	19,500	0.0%
001.H1.542.065.12.00	OVERTIME	-	-	-	-	-	0.0%
001.H1.542.065.21.00	PERSONNEL BENEFITS	4,621	-	-	19,900	19,900	0.0%
001.H1.542.065.24.00	UNIFORMS & CLOTHING	-	-	-	-	-	0.0%
001.H1.542.065.31.00	OFFICE & OPERATING SUPPLIES	-	-	-	-	-	0.0%
001.H1.542.065.42.00	COMMUNICATIONS	-	-	-	-	-	0.0%
001.H1.542.065.40.03	EXTERNAL TAXES & OPER ASSESS	2,032	1,040	9,500	9,500	-	0.0%
Total Parking Facilities		17,276	1,040	9,500	48,900	39,400	414.7%

FUND: 001 - GENERAL FUND		EXPENDITURES (H1)					
DEPARTMENT: H1 - POLICE							
Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
Nuisance Control							
001.H1.554.020.11.00	SALARIES AND WAGES	26,313	26,844	27,400	27,780	380	1.4%
001.H1.554.020.12.00	OVERTIME	-	-	-	-	-	0.0%
001.H1.554.020.21.00	PERSONNEL BENEFITS	19,718	19,718	21,000	21,500	500	2.4%
001.H1.554.020.31.00	OFFICE & OPERATING SUPPLIES	-	-	-	-	-	0.0%
001.H1.554.020.41.00	PROFESSIONAL SERVICES	-	-	-	-	-	0.0%
001.H1.554.020.49.00	MISCELLANEOUS	-	-	-	-	-	0.0%
Total Nuisance Control		46,031	46,562	48,400	49,280	880	1.8%
Animal Control							
001.H1.554.030.11.00	SALARIES AND WAGES	26,313	26,844	27,400	27,780	380	1.4%
001.H1.554.030.21.00	PERSONNEL BENEFITS	19,719	19,718	21,000	21,500	500	2.4%
001.H1.554.030.24.00	UNIFORMS & CLOTHING	-	-	-	-	-	0.0%
001.H1.554.030.31.00	OFFICE & OPERATING SUPPLIES	171	123	150	150	-	0.0%
001.H1.554.030.35.00	SMALL TOOLS & MINOR EQUIPMENT	-	-	-	-	-	0.0%
001.H1.554.030.47.00	PUBLIC UTILITY SERVICE	509	516	350	500	150	42.9%
001.H1.554.030.49.00	MISCELLANEOUS	-	-	-	-	-	0.0%
001.H1.554.030.40.14	INTERGOVT SVCS-LC ANIMAL SHELTER	2,950	2,350	3,500	3,500	-	0.0%
Total Animal Control		49,662	49,551	52,400	53,430	1,030	2.0%
Due to Other Agencies							
001.H1.589.030.00.00	DUE TO STATE - WSP BKG INV	1,240	-	-	-	-	0.0%
Total Due to Other Agencies		1,240	-	-	-	-	0.0%
Capital Outlays							
001.H1.594.021.62.00	BUILDINGS & STRUCTURES	7,938	-	-	-	-	0.0%
001.H1.594.021.64.00	MACHINERY & EQUIPMENT	5,031	9,251	-	167,000	167,000	0.0%
001.H1.594.021.64.01	MACHINERY & EQUIPMENT-UNET	-	-	-	-	-	0.0%
001.H1.594.021.64.K9	MACHINERY & EQUIPMENT- K9	-	-	-	-	-	0.0%
001.H1.594.021.66.00	CAPITAL LEASE-RICOH COPIER	-	9,467	-	-	-	0.0%
Total Capital Outlays		12,969	18,718	-	-	167,000	0.0%
TOTAL POLICE		\$ 3,195,859	\$ 3,247,541	\$ 3,425,310	\$ 3,790,180	\$ 364,870	10.7%

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FIRE (I1)

General Fund 001 Department I1

Employees:

Department / Classification	Class	2019 Actual	2020 Actual	2021 Budget	2022 Budget	Changes
						2021- 2022
FIRE						
Fire Chief	Non-Represented	1.00	1.00	1.00	1.00	0.00
Department Administrative Assistant	Non-Represented	1.00	1.00	1.00	1.00	0.00
Fire Captain	IAFF	4.00	4.00	4.00	4.00	0.00
Firefighter/Engineer	IAFF	8.00	8.00	6.00	8.00	2.00
Civil Service Examiner (PT)	Hourly	0.10	0.10	0.10	0.10	0.00
Total Fire		14.10	14.10	12.10	14.10	2.00

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 or less.

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

2021 Accomplishments:

- Set up Mobile home and steel building for temporary fire station at new site
- Explored Options for 911 Communications w/ Thurston County
- Hired three Firefighters and sent a conditional offer to a fourth.
- Update Mobile data terminals on A-48, E-48-2
- Purchase programming software for Mobile and portable radio
- Hose testing completed. Only 1 50' section failed
- All engines completed and passed pump testing
- Purchased 4 APX 4000 portable radios
- Replaced PC in E48-1
- Purchased and install headsets in Aid 48
- Purchased PC for aid 48
- Purchased headsets for Ladder 48
- Surplus E48-4
- Moved E48-3 to the airport
- 11 fire department staff were vaccinated against Covid-19
- Eliminated EMS Records from 1975 to 2010 following the city retention schedule.

2022 Goals and Objectives:

- Hire 2 additional Firefighters
- Purchase F-350 Pickup to install skid unit for brush fire responses
- Conversion of all CFD outdated Policies to Lexipol on-going
- Move apparatus and personnel to new station site on State St.
- Have all firefighters trained in wildland firefighting (red card) by DNR
- Surplus turnout washer and dryer
- Continue to review and change run cards
- Maintain good working relations with neighboring agencies
- Create a fire apparatus replacement schedule

Significant Changes in the 2022:**General Expenses**

- Increase in our 2022 budget is in part due to rising fees from 911 Dispatch.
- The purchases of turnouts for new firefighters \$18,000
- Budget includes \$68,00 for the purchase of an F350 and includes purchase and installation of warning lights and communication equipment.
- New furniture for crew quarters to include new mattresses, office desks, chairs , refrigerator and washer and dryer \$ 16,000

Training 2021

- 2 firefighters attended the Nozzle forward class
- 1 firefighter attended an advanced vehicle extrication class
- 1 firefighter attended assisting people in crises
- 1 firefighter attended a crises intervention class
- 1 captain attended the EVIP 3.0 update class
- 6 firefighters attended county wide rope rescue exercise
- 3 firefighters attended the swift water rescue exercise.
- 2 firefighters will attend initial swift water rescue training
- All staff attended electric bus training

FIRE DEPARTMENT BUDGET SUMMARY

Fire Department Primary Cost Summary	2019	2020	2021	2022	Change	
	Actual	Actual	Amended Budget	Proposed Budget	2021-2022	% Change
Wages	1,271,643	1,257,468	1,292,100	1,323,830	31,730	2.5%
Benefits	502,454	413,443	499,800	548,990	49,190	9.8%
Supplies	39,016	68,298	115,375	78,695	(36,680)	-31.8%
Services	358,101	346,097	367,268	318,451	(48,817)	-13.3%
Capital Outlay	1,633	29,759	-	65,805	65,805	0.0%
Debt Service	103,093	103,093	100,172	67,933	(32,239)	-32.2%
Total Expenditures	2,275,940	2,218,158	2,374,715	2,403,704	28,989	1.2%
Related Service Fees/Revenues						
EMS levy	323,613	331,227	336,031	439,895	103,864	30.9%
Fire protection service	77,117	58,525	29,775	29,300	(475)	-1.6%
Intergovernmental Revenue	1,266	1,260	1,260	1,260	-	0.0%
Insurance Recovery	6,612	-	-	-	-	0.0%
Total Service Fees/Revenues	408,608	391,012	367,066	470,455	103,389	28.2%
Funding from General Revenues	1,867,332	1,827,146	2,007,649	1,933,249	(74,400)	-3.7%

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

Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
EXPENDITURES							
Administration							
001.11.522.010.11.00	SALARIES AND WAGES	\$ 137,719	\$ 160,179	\$ 120,500	\$ 119,970	\$ (530)	-0.4%
001.11.522.010.11.02	SALARIES AND WAGES - ADM	51,309	66,824	53,700	48,600	(5,100)	-9.5%
001.11.522.010.11.05	SALARIES AND WAGES - PT	500	710	600	600	-	0.0%
001.11.522.010.12.00	OVERTIME	-	-	-	-	-	0.0%
001.11.522.010.12.02	OVERTIME - ADM	-	-	-	-	-	0.0%
001.11.522.010.21.00	PERSONNEL BENEFITS	21,114	21,933	35,600	35,600	-	0.0%
001.11.522.010.21.02	PERSONNEL BENEFITS - ADM	19,288	19,055	20,200	20,200	-	0.0%
001.11.522.010.21.05	PERSONNEL BENEFITS - PT	43	61	60	50	(10)	-16.7%
001.11.522.010.24.00	UNIFORMS & CLOTHING	1,566	2,461	4,300	4,300	-	0.0%
001.11.522.010.31.00	OFFICE & OPERATING SUPPLIES	1,880	8,232	2,500	2,500	-	0.0%
001.11.522.010.31.03	CIVIL SERVICE OPERATING SUPPLI	-	-	-	-	-	0.0%
001.11.522.010.35.00	SMALL TOOLS & MINOR EQUIPMENT	2,066	560	-	10,000	10,000	0.0%
001.11.522.010.41.00	PROFESSIONAL SERVICES	16,269	6,298	-	-	-	0.0%
001.11.522.010.42.00	COMMUNICATIONS	16,503	11,972	18,650	18,650	-	0.0%
001.11.522.010.43.00	TRAVEL/HOTEL/PER DIEMS	197	-	2,000	2,000	-	0.0%
001.11.522.010.44.00	ADVERTISING	179	765	1,000	1,000	-	0.0%
001.11.522.010.45.00	RENTALS	(117)	70	3,000	3,000	-	0.0%
001.11.522.010.46.00	INSURANCE	-	-	-	-	-	0.0%
001.11.522.010.47.00	PUBLIC UTILITY SERVICE	-	-	-	-	-	0.0%
001.11.522.010.48.00	REPAIR & MAINT- FACILITIES	-	-	-	-	-	0.0%
001.11.522.010.48.01	REPAIR & MAINT - EQUIPMENT	8,477	720	1,000	1,000	-	0.0%
001.11.522.010.48.02	REPAIR & MAINT - IT SOFTWARE/HARDWARE	3,342	3,968	1,500	3,720	2,220	148.0%
001.11.522.010.49.00	MISCELLANEOUS	-	1,542	100	100	-	0.0%
001.11.522.010.49.01	REGISTRATION	-	-	2,000	3,000	1,000	50.0%
001.11.522.010.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	8,079	1,340	8,100	8,611	511	6.3%
001.11.522.010.40.08	INTERGOVT PROF SVCS- LC FD #6	11,968	-	-	-	-	0.0%
001.11.522.010.64.00	MACHINERY & EQUIPMENT	-	-	-	-	-	0.0%
001.11.591.022.71.03	L/T LEASE - COPIER/PRINTER	-	-	-	-	-	0.0%
001.11.594.022.71.00	CAPITAL LEASES-PRINCIPAL	2,265	2,434	-	-	-	0.0%
001.11.594.022.81.00	CAPITAL LEASES-INTEREST	656	487	-	-	-	0.0%
Total Administration		303,303	309,611	274,810	282,901	8,091	2.9%
Fire Suppression and EMS							
001.11.522.020.11.00	SALARIES AND WAGES	177,401	157,778	217,800	177,920	(39,880)	-18.3%
001.11.522.020.11.05	SALARIES AND WAGES - PT	-	-	-	-	-	0.0%
001.11.522.020.12.00	OVERTIME	38,909	45,788	110,000	110,000	-	0.0%
001.11.522.020.21.00	PERSONNEL BENEFITS	89,193	73,319	80,300	92,670	12,370	15.4%
001.11.522.020.21.05	PART TIME PERSONNEL BENEFITS	-	-	-	-	-	0.0%
001.11.522.020.24.00	UNIFORMS & CLOTHING	14,829	2,500	42,150	25,000	(17,150)	-40.7%
001.11.522.020.31.00	OFFICE & OPERATING SUPPLIES	6,711	4,125	36,186	16,190	(19,996)	-55.3%
001.11.522.020.31.01	OFFICE & OP SUPPLIES-HYDRANTS	-	-	3,000	3,000	-	0.0%
001.11.522.020.32.00	FUEL CONSUMED	14,404	9,981	11,000	11,000	-	0.0%
001.11.522.020.35.00	SMALL TOOLS & MINOR EQUIPMENT	734	21,458	32,150	1,150	(31,000)	-96.4%
001.11.522.020.41.00	PROFESSIONAL SERVICES	12,720	7,605	10,750	12,750	2,000	18.6%
001.11.522.020.45.00	RENTALS	-	-	-	-	-	0.0%
001.11.522.020.46.00	INSURANCE	42,226	44,581	51,884	57,960	6,076	11.7%
001.11.522.020.48.00	REPAIR & MAINT- FACILITIES	-	-	-	-	-	0.0%
001.11.522.020.48.01	REPAIR & MAINT - EQUIPMENT	46,855	64,607	41,250	41,250	-	0.0%
001.11.522.020.48.02	R & M - SOFTWARE/HARDWARE	13,422	5,167	8,500	8,500	-	0.0%
001.11.522.020.49.00	MISCELLANEOUS	169	272	1,035	1,040	5	0.5%
001.11.522.020.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	-	141	-	-	-	0.0%
001.11.522.020.40.12	INTERGOVT SVCS - LC DISPATCHING	84,865	87,090	92,629	94,300	1,671	1.8%
001.11.525.060.40.03	EXTERNAL TAXES & OPER ASSESS	12,879	14,796	-	-	-	0.0%
001.11.525.060.40.16	INTERGOVT SVCS - LC EM MGT	-	-	15,000	15,000	-	0.0%
Total Fire Suppression and EMS		555,317	539,208	753,634	667,730	(85,904)	-11.4%
Ambulance Services							
001.11.522.026.31.00	OFFICE & OPERATING SUPPLIES	862	14,019	13,100	13,100	-	0.0%
001.11.522.026.35.00	SMALL TOOLS & MINOR EQUIPMENT	-	-	600	2,200	1,600	266.7%
001.11.522.026.41.00	PROFESSIONAL SERVICES -EMS	2,125	4,265	10,000	5,000	(5,000)	-50.0%
Total Ambulance Services		2,987	18,284	23,700	20,300	(3,400)	-14.3%
Rescue & Emergency Aid							
001.11.522.028.11.00	SALARIES AND WAGES	709,606	631,113	634,000	711,680	77,680	12.3%
001.11.522.028.11.05	SALARIES AND WAGES - RESERVES	-	-	-	-	-	0.0%
001.11.522.028.12.00	OVERTIME	155,636	183,153	150,000	150,000	-	0.0%
001.11.522.028.21.00	PERSONNEL BENEFITS	356,280	292,909	316,600	370,650	54,050	17.1%
001.11.522.028.21.05	PERSONNEL BENEFITS - RESERVES	-	-	-	-	-	0.0%
001.11.522.028.21.07	PERSONNEL BENEFITS-UI	-	-	-	-	-	0.0%
Total Rescue and Emergency Aid		1,221,522	1,107,175	1,100,600	1,232,330	131,730	12.0%

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

Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
Fire Prevention & Investigation							
001.11.522.030.11.05	SALARIES AND WAGES-PT	-	11,923	4,900	5,060	160	3.3%
001.11.522.030.21.05	PERSONNEL BENEFITS-PT	-	1,205	490	520	30	6.1%
001.11.522.030.31.00	OFFICE & OPERATING SUPPLIES	2,343	196	2,000	2,000	-	0.0%
001.11.522.030.35.00	SMALL TOOLS & MINOR EQUIPMENT	-	-	-	-	-	0.0%
001.11.522.030.41.00	PROFESSIONAL SERVICES	-	-	-	-	-	0.0%
001.11.522.030.48.00	REPAIR & MAINT- FACILITIES	-	-	-	-	-	0.0%
001.11.522.030.49.00	MISCELLANEOUS	-	6	500	500	-	0.0%
001.11.522.030.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	255	240	-	-	-	0.0%
001.11.522.030.40.17	INTERGOVT SVCS-RFA CODE ENFCMNT	27,500	-	-	-	-	0.0%
Total Fire Prevention & Investigation		30,098	13,570	7,890	8,080	190	2.4%
Employee Training							
001.11.522.045.31.00	OFFICE & OPERATING SUPPLIES	1,044	444	1,800	1,800	-	0.0%
001.11.522.045.32.00	FUEL CONSUMED	38	-	200	200	-	0.0%
001.11.522.045.32.01	FUEL CONSUMED	-	-	300	300	-	0.0%
001.11.522.045.35.00	SMALL TOOLS & MINOR EQUIPMENT	-	-	1,700	1,700	-	0.0%
001.11.522.045.41.00	PROFESSIONAL SERVICES	-	4,350	3,000	3,000	-	0.0%
001.11.522.045.43.00	TRAVEL/HOTEL/PER DIEMS	-	-	-	-	-	0.0%
001.11.522.045.43.01	TRAVEL/HOTEL/PER DIEMS	562	183	8,000	4,000	(4,000)	-50.0%
001.11.522.045.43.02	REGISTRATION	-	-	-	-	-	0.0%
001.11.522.045.45.00	RENTALS	-	-	620	620	-	0.0%
001.11.522.045.49.00	MISCELLANEOUS	-	-	-	-	-	0.0%
001.11.522.045.49.01	REGISTRATION	2,240	1,149	9,250	7,950	(1,300)	-14.1%
001.11.522.045.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	2,426	792	2,000	2,000	-	0.0%
Total Employee Training		6,310	6,918	26,870	21,570	(5,300)	-19.7%
Facilities							
001.11.522.050.11.06	SALARIES AND WAGES - VEH MECH	563	-	600	-	(600)	-100.0%
001.11.522.050.21.06	PERSONNEL BENEFITS - VEH MECH	141	-	100	-	(100)	-100.0%
001.11.522.050.31.00	FACILITIES SUPPLIES	4,967	1,639	10,839	6,570	(4,269)	-39.4%
001.11.522.050.35.00	SMALL TOOLS & MINOR EQUIPMENT	3,967	7,644	-	6,985	6,985	0.0%
001.11.522.050.41.00	PROFESSIONAL SERVICES	267	-	-	-	-	0.0%
001.11.522.050.45.00	RENTALS	36,000	72,428	63,000	1,000	(62,000)	-98.4%
001.11.522.050.47.00	PUBLIC UTILITY SERVICE	4,491	8,298	5,000	5,000	-	0.0%
001.11.522.050.47.03	PUBLIC UTILITY SERVICE - CITY	-	3,252	5,000	5,000	-	0.0%
001.11.522.050.48.00	REPAIR & MAINT- FACILITIES	4,202	-	2,500	12,500	10,000	400.0%
001.11.522.050.48.01	REPAIR & MAINT - EQUIPMENT	-	-	-	-	-	0.0%
001.11.522.050.48.02	REPAIR & MAINT - IT SOFTWARE/HARDWARE	-	-	-	-	-	0.0%
001.11.522.050.49.00	MISCELLANEOUS	-	-	-	-	-	0.0%
001.11.522.050.49.04	GOVT PERMIT/CERTIFICATION/RECORD FEES	-	200	-	-	-	0.0%
Total Facilities		54,598	93,461	87,039	37,055	(49,984)	-57.4%
Debt Service Payments							
001.11.591.022.71.00	DEBT PRINCIPAL - FIRE TRUCK	90,807	93,583	96,543	67,162	(29,381)	-30.4%
001.11.592.022.83.00	DEBT INTEREST - FIRE TRUCK	9,365	6,589	3,629	771	(2,858)	-78.8%
Total Debt Service Payments		100,172	100,172	100,172	67,933	(32,239)	-32.2%
Capital Expenditures							
001.11.594.022.62.00	BUILDINGS AND STRUCTURES	-	3,219	-	-	-	0.0%
001.11.594.022.64.00	MACHINERY & EQUIPMENT	1,633	26,540	-	65,805	65,805	0.0%
001.11.594.022.65.00	CONSTRUCTION PROJECTS	-	-	-	-	-	0.0%
Total Capital Expenditures		1,633	29,759	-	65,805	65,805	0.0%
TOTAL FIRE		\$ 2,275,940	\$ 2,218,158	\$ 2,374,715	\$ 2,403,704	\$ 28,989	1.2%

PUBLIC WORKS STREETS (K1) General Fund 001 Department K1

Employees:

Department / Classification	Class	2019 Actual	2020 Actual	2021 Budget	2022 Proposed Budget	Changes from 2021
PUBLIC WORKS - STREETS (001.K1)						
Street/Stormwater Superintendent	Non-Represented	0.50	0.50	0.50	0.00	-0.50
Vehicle Maintenance Tech.	Teamster	1.00	1.00	1.00	0.00	-1.00
Equipment Operator II	Teamster	0.50	0.50	0.50	0.00	-0.50
Equipment Operator I	Teamster	0.50	0.50	0.50	0.00	-0.50
Engineering Tech. III	Teamster	0.30	0.10	0.00	0.00	0.00
Engineering Tech II	Teamster	0.30	0.10	0.12	0.00	-0.12
Public Works Director	Non-Represented	0.20	0.08	0.15	0.00	-0.15
Public Works Office Manager	Teamster	0.20	0.20	0.20	0.00	-0.20
Community Development Director	Non-Represented	0.08	0.00	0.00	0.00	0.00
Planning and Building Manager	Non-Represented	0.10	0.10	0.00	0.00	0.00
Traffic Control Technical	Teamster	0.00	0.00	0.00	0.00	0.00
Property Maint. Aide (Seasonal)	Hourly	0.80	0.96	0.96	0.00	-0.96
Total PW Street (001.K1)		4.48	4.04	3.93	0.00	-3.93

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, pothole 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.)

2021 Accomplishments:

- Continued the street oiling program and oiled 9.8 lane miles
- Performed pothole repair and general street maintenance
- Continued traffic sign maintenance and repair as needed
- 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 Main Street Resurfacing Project (Market Street to BNSF R/R)

- Completed the Pacific Avenue Reconstruction Project (Main Street to Park Street)
- Progressed engineering plans and specifications for the Chehalis Avenue Reconstruction Project
- Completed isolated base failure repairs on Hilltop and Park Hill
- Completed replacement of curb & gutter and driveway approaches as part of the Snively Avenue Utility Reconstruction Project (16th to R/R)
- Completed Sitka Avenue Improvements between State Street and BNSF R/R
- Work with consultant to improve signal functions
- Applied for TIB grants for the Downtown Market Blvd. Reconstruction Project (Park Street to National Avenue), Main Street Resurfacing Project (BNSF R/R to I-5), and National Avenue Resurfacing Project (Chamber Way to Kresky Avenue)
- Hired new Street/Stormwater Superintendent

2022 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 the Chehalis Avenue Reconstruction Project (3rd Street to 9th Street)
- Continue painting curb and pavement markings
- Secure funding for Downtown Market Boulevard Reconstruction
- Secure funding for Main Street Resurfacing between BNSF R/R an I-5
- Secure funding for National Avenue Resurfacing between Chamber Way and Kresky Avenue
- Fully Develop Annual Safety Improvements Program

Significant Changes 2022:

Starting 2022, the Public Works Street Department budget is consolidated into the Street Fund 003 (formerly Dedicated Street Fund – 4% Sales Tax). See the budget summaries and details in the Street Fund 003.

STREET DEPARTMENT BUDGET SUMMARY

Street Department Primary Cost Summary	2021		2022		Change	
	2019 Actual	2020 Actual	Amended Budget	Proposed Budget	2021-2022	% Change
Wages	251,568	198,397	224,550	-	(224,550)	-100.0%
Benefits	97,396	77,976	96,932	-	(96,932)	-100.0%
Supplies	47,598	39,164	72,704	-	(72,704)	-100.0%
Services	162,041	156,755	197,407	-	(197,407)	-100.0%
Capital Outlay	1,098	15,444	-	-	-	0.0%
Debt Service	14,383	14,934	14,664	-	(14,664)	-100.0%
Total Expenditures	574,084	502,670	606,257	-	(606,257)	-100.0%

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

Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
EXPENDITURES							
Vehicle Shop Maintenance							
001.K1.518.032.11.06	SALARIES AND WAGES - VEH MECH	\$ 45,941	\$ 43,842	\$ 53,800	\$ -	(53,800)	-100.0%
001.K1.518.032.12.06	OVERTIME - VEH MECH	-	-	-	-	-	0.0%
001.K1.518.032.21.00	PERSONNEL BENEFITS	-	-	-	-	-	0.0%
001.K1.518.032.21.06	PERSONNEL BENEFITS - VEH MECH	21,439	20,461	23,600	-	(23,600)	-100.0%
001.K1.518.032.24.00	UNIFORMS & CLOTHING	-	-	-	-	-	0.0%
001.K1.518.032.24.06	UNIFORMS & CLOTHING	184	184	460	-	(460)	-100.0%
001.K1.518.032.31.00	OFFICE & OPERATING SUPPLIES	2	-	200	-	(200)	-100.0%
001.K1.518.032.31.01	OFFICE & OPERATING SUPPLIES	13,502	12,647	17,400	-	(17,400)	-100.0%
001.K1.518.032.32.00	FUEL CONSUMED	941	962	800	-	(800)	-100.0%
001.K1.518.032.41.00	PROFESSIONAL SERVICES	-	-	-	-	-	0.0%
001.K1.518.032.42.00	COMMUNICATIONS	543	270	250	-	(250)	-100.0%
001.K1.518.032.43.00	TRAVEL/HOTEL/PER DIEMS	-	500	250	-	(250)	-100.0%
001.K1.518.032.45.01	RENTALS	-	-	-	-	-	0.0%
001.K1.518.032.48.00	REPAIR & MAINT- FACILITIES	-	-	-	-	-	0.0%
001.K1.518.032.48.01	REPAIR & MAINT- EQUIPMENT	2,787	6,687	6,000	-	(6,000)	-100.0%
001.K1.518.032.49.00	MISCELLANEOUS	-	-	250	-	(250)	-100.0%
001.K1.518.032.49.01	REGISTRATION	-	26	-	-	-	0.0%
001.K1.518.032.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	1,623	-	1,623	-	(1,623)	-100.0%
Total Vehicle Shop Maintenance		86,962	85,579	104,633	-	(104,633)	-100.0%
Vehicle Shop Maintenance - City-Wide Supplies							
001.K1.518.033.31.02	OFFICE & OPERATING SUPPLIES	8,707	4,657	12,500	-	(12,500)	-100.0%
001.K1.518.033.35.02	SMALL TOOLS & MINOR EQUIPMENT	2,390	3,548	1,000	-	(1,000)	-100.0%
001.K1.518.033.41.02	PROFESSIONAL SERVICES	902	1,106	900	-	(900)	-100.0%
001.K1.518.033.43.02	REGISTRATION	16	-	-	-	-	0.0%
001.K1.518.033.47.02	PUBLIC UTILITY SERVICE- SHOP WASTE	18	153	-	-	-	0.0%
001.K1.518.033.47.03	PUBLIC UTILITY SERVICE - CITY	-	-	-	-	-	0.0%
001.K1.518.033.48.02	REPAIR & MAINT- IT SOFTWARE/HARDWARE	-	1,868	-	-	-	0.0%
001.K1.518.033.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	75	-	2,500	-	(2,500)	-100.0%
001.K1.518.033.49.04	GOV PERMIT/RECORDING FEE	102	-	-	-	-	0.0%
Total Vehicle Shop Maintenance - City-Wide Supplies		12,210	11,332	16,900	-	(16,900)	-100.0%
Roadways							
001.K1.542.030.11.00	SALARIES AND WAGES	78,964	61,145	56,600	-	(56,600)	-100.0%
001.K1.542.030.11.05	PART SALARIES AND WAGES - PT	21,098	1,592	26,000	-	(26,000)	-100.0%
001.K1.542.030.11.06	SALARIES AND WAGES - VEH MECH	3,543	7,429	-	-	-	0.0%
001.K1.542.030.12.00	OVERTIME	765	710	1,500	-	(1,500)	-100.0%
001.K1.542.030.12.05	OVERTIME - PT	-	176	-	-	-	0.0%
001.K1.542.030.12.06	OVERTIME - VEH MECH	665	2,438	1,500	-	(1,500)	-100.0%
001.K1.542.030.21.00	PERSONNEL BENEFITS	33,965	29,352	29,000	-	(29,000)	-100.0%
001.K1.542.030.21.05	PERSONNEL BENEFITS - PT	3,525	230	4,500	-	(4,500)	-100.0%
001.K1.542.030.21.06	PERSONNEL BENEFITS - VEH MECH	1,059	2,400	-	-	-	0.0%
001.K1.542.030.21.07	PERSONNEL BENEFITS	-	-	-	-	-	0.0%
001.K1.542.030.24.00	UNIFORMS & CLOTHING	250	184	350	-	(350)	-100.0%
001.K1.542.030.31.00	OFFICE & OPERATING SUPPLIES	1,815	534	1,750	-	(1,750)	-100.0%
001.K1.542.030.32.00	FUEL CONSUMED	10,237	5,426	10,000	-	(10,000)	-100.0%
001.K1.542.030.35.00	SMALL TOOLS & MINOR EQUIPMENT	1,076	-	1,000	-	(1,000)	-100.0%
001.K1.542.030.41.00	PROFESSIONAL SERVICES	134	338	1,000	-	(1,000)	-100.0%
001.K1.542.030.42.00	COMMUNICATIONS	35	26	200	-	(200)	-100.0%
001.K1.542.030.43.00	TRAVEL/HOTEL/PER DIEMS	25	-	-	-	-	0.0%
001.K1.542.030.44.00	ADVERTISING	112	173	500	-	(500)	-100.0%
001.K1.542.030.45.00	RENTALS	7,228	5,823	11,000	-	(11,000)	-100.0%
001.K1.542.030.46.00	INSURANCE	-	-	-	-	-	0.0%
001.K1.542.030.47.00	PUBLIC UTILITY SERVICE	107	-	5,250	-	(5,250)	-100.0%
001.K1.542.030.47.03	PUBLIC UTILITY SERVICE - CITY	-	-	-	-	-	0.0%
001.K1.542.030.48.00	REPAIR & MAINT- FACILITIES	-	-	1,000	-	(1,000)	-100.0%
001.K1.542.030.48.01	REPAIR & MAINT - EQUIPMENT	8	-	-	-	-	0.0%
001.K1.542.030.48.02	REPAIR & MAINT - IT SOFTWARE/HARDWARE	81	-	-	-	-	0.0%
001.K1.542.030.49.00	MISCELLANEOUS	107	75	-	-	-	0.0%
001.K1.542.030.49.01	REGISTRATION	210	26	-	-	-	0.0%

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

Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
001.K1.542.030.49.04	GOV PERMIT/RECORDING FEE	102	-	-	-	-	0.0%
Total Roadways		165,111	118,077	151,150	-	(151,150)	-100.0%
Special Purpose Path							
001.K1.542.061.48.00	REPAIR & MAINT- FACILITIES	-	-	-	-	-	0.0%
Total Special Purpose Path		-	-	-	-	-	0.0%
Streetlights							
001.K1.542.063.31.00	OFFICE & OPERATING SUPPLIES	5,780	6,895	21,500	-	(21,500)	-100.0%
001.K1.542.063.41.00	PROFESSIONAL SERVICES	-	-	-	-	-	0.0%
001.K1.542.063.47.00	PUBLIC UTILITY SERVICE	85,089	73,331	81,100	-	(81,100)	-100.0%
001.K1.542.063.47.03	PUBLIC UTILITY SERVICE - CITY	-	-	-	-	-	0.0%
001.K1.542.063.48.00	REPAIR & MAINT- FACILITIES	2,859	1,010	11,000	-	(11,000)	-100.0%
001.K1.542.063.48.01	REPAIR & MAINT - EQUIPMENT	347	3,190	6,000	-	(6,000)	-100.0%
001.K1.542.063.48.02	REPAIR & MAINT - IT SOFTWARE/HARDWARE	-	-	-	-	-	0.0%
Total Streetlights		94,075	84,426	119,600	-	(119,600)	-100.0%
Traffic Control							
001.K1.542.064.11.00	SALARIES AND WAGES	1,297	111	-	-	-	0.0%
001.K1.542.064.11.05	SALARIES AND WAGES - PT	-	-	-	-	-	0.0%
001.K1.542.064.11.06	SALARIES AND WAGES -VEH MECH	-	-	-	-	-	0.0%
001.K1.542.064.12.00	OVERTIME	836	71	750	-	(750)	-100.0%
001.K1.542.064.12.05	OVERTIME - PT	68	285	-	-	-	0.0%
001.K1.542.064.12.06	OVERTIME - VEH MECH	780	659	500	-	(500)	-100.0%
001.K1.542.064.21.00	PERSONNEL BENEFITS	538	45	-	-	-	0.0%
001.K1.542.064.21.05	PERSONNEL BENEFITS-PT	11	37	-	-	-	0.0%
001.K1.542.064.21.06	PERSONNEL BENEFITS - VEH MECH	196	156	-	-	-	0.0%
001.K1.542.064.24.00	UNIFORMS & CLOTHING	-	-	-	-	-	0.0%
001.K1.542.064.31.00	OFFICE & OPERATING SUPPLIES	277	-	-	-	-	0.0%
001.K1.542.064.32.00	FUEL CONSUMED	-	335	-	-	-	0.0%
001.K1.542.064.35.00	SMALL TOOLS & MINOR EQUIPMENT	-	-	1,000	-	(1,000)	-100.0%
001.K1.542.064.41.00	PROFESSIONAL SERVICES	15,706	19,122	15,000	-	(15,000)	-100.0%
001.K1.542.064.42.00	COMMUNICATIONS	-	-	-	-	-	0.0%
001.K1.542.064.45.00	RENTALS	-	-	-	-	-	0.0%
001.K1.542.064.47.00	PUBLIC UTILITY SERVICE	9,991	8,410	9,700	-	(9,700)	-100.0%
001.K1.542.064.47.03	PUBLIC UTILITY SERVICE - CITY	-	-	-	-	-	0.0%
001.K1.542.064.48.00	REPAIR & MAINT- FACILITIES	1,353	-	5,000	-	(5,000)	-100.0%
001.K1.542.064.48.01	REPAIR & MAINT - EQUIPMENT	1,421	1,080	-	-	-	0.0%
Total Traffic Control		32,474	30,311	31,950	-	(31,950)	-100.0%
Snow and Ice Control							
001.K1.542.066.11.00	SALARIES AND WAGES	108	-	-	-	-	0.0%
001.K1.542.066.11.06	SALARIES AND WAGES - VEH MECH	-	-	-	-	-	0.0%
001.K1.542.066.12.00	OVERTIME	1,849	-	1,500	-	(1,500)	-100.0%
001.K1.542.066.12.06	OVERTIME - VEH MECH	333	87	400	-	(400)	-100.0%
001.K1.542.066.21.00	PERSONNEL BENEFITS	489	-	-	-	-	0.0%
001.K1.542.066.21.06	PERSONNEL BENEFITS - VEH MECH	84	21	-	-	-	0.0%
001.K1.542.066.31.00	OFFICE & OPERATING SUPPLIES	-	-	500	-	(500)	-100.0%
001.K1.542.066.32.00	FUEL CONSUMED	-	-	-	-	-	0.0%
001.K1.542.066.48.00	REPAIR & MAINT- FACILITIES	-	-	500	-	(500)	-100.0%
Total Snow and Ice Control		2,863	108	2,900	-	(2,900)	-100.0%
Roadside Maintenance							
001.K1.542.070.31.00	OFFICE & OPERATING SUPPLIES	-	-	-	-	-	0.0%
001.K1.542.070.41.00	PROFESSIONAL SERVICES	-	-	5,000	-	(5,000)	-100.0%
Total Roadside Maintenance		-	-	5,000	-	(5,000)	-100.0%
Street Administration							
001.K1.543.010.11.00	SALARIES AND WAGES	78,593	60,222	61,700	-	(61,700)	-100.0%
001.K1.543.010.11.02	SALARIES & WAGES - ADMIN SUPPORT	11,540	12,690	12,000	-	(12,000)	-100.0%
001.K1.543.010.21.00	PERSONNEL BENEFITS	26,743	15,091	27,400	-	(27,400)	-100.0%
001.K1.543.010.21.02	PERSONNEL BENEFITS - ADMIN	6,605	6,919	7,200	-	(7,200)	-100.0%
001.K1.543.010.31.00	OFFICE & OPERATING SUPPLIES	1,953	1,443	1,500	-	(1,500)	-100.0%

FUND: 001 - GENERAL FUND		EXPENDITURES (K1)					
DEPARTMENT: K1 - STREET							
Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
001.K1.543.010.32.00	FUEL CONSUMED	627	1,077	940	-	(940)	-100.0%
001.K1.543.010.35.00	SMALL TOOLS & MINOR EQUIPMENT	67	851	1,750	-	(1,750)	-100.0%
001.K1.543.010.41.00	PROFESSIONAL SERVICES	27	12	200	-	(200)	-100.0%
001.K1.543.010.42.00	COMMUNICATIONS	4,736	4,482	4,680	-	(4,680)	-100.0%
001.K1.543.010.43.00	TRAVEL/HOTEL/PER DIEMS	79	-	200	-	(200)	-100.0%
001.K1.543.010.44.00	ADVERTISING	-	138	1,250	-	(1,250)	-100.0%
001.K1.543.010.46.00	INSURANCE	16,921	17,900	16,300	-	(16,300)	-100.0%
001.K1.543.010.47.00	PUBLIC UTILITY SERVICE	2,027	1,171	1,970	-	(1,970)	-100.0%
001.K1.543.010.47.03	PUBLIC UTILITY SERVICE - CITY	-	2,160	2,350	-	(2,350)	-100.0%
001.K1.543.010.48.00	REPAIR & MAINT- FACILITIES	2,060	532	1,000	-	(1,000)	-100.0%
001.K1.543.010.48.01	REPAIR & MAINT - EQUIPMENT	319	318	-	-	-	0.0%
001.K1.543.010.48.02	REPAIR & MAINT - IT SOFTWARE/HARDWARE	1,102	1,495	600	-	(600)	-100.0%
001.K1.543.010.49.00	MISCELLANEOUS	-	51	300	-	(300)	-100.0%
001.K1.543.010.49.01	REGISTRATION	27	-	-	-	-	0.0%
001.K1.543.010.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	119	76	-	-	-	0.0%
001.K1.543.010.49.04	GOVT PERMIT/CERTIFICATION/RECORDING	25	13	-	-	-	0.0%
001.K1.543.010.40.03	EXTERNAL TAXES & OPER ASSESS	3,261	26	2,500	-	(2,500)	-100.0%
001.K1.543.010.40.16	INTERGOVT SVCS - LC EMERGENCY MGMT	-	3,699	-	-	-	0.0%
Total Street Administration		156,831	130,366	143,840	-	(143,840)	-100.0%
Street Engineering Services							
001.K1.544.020.11.00	SALARIES AND WAGES	5,188	6,940	8,300	-	(8,300)	-100.0%
001.K1.544.020.21.00	PERSONNEL BENEFITS	2,302	2,878	4,400	-	(4,400)	-100.0%
001.K1.544.020.24.00	UNIFORMS & CLOTHING	6	18	22	-	(22)	-100.0%
001.K1.544.020.31.00	OFFICE & OPERATING SUPPLIES	63	346	246	-	(246)	-100.0%
001.K1.544.020.32.00	FUEL CONSUMED	49	128	258	-	(258)	-100.0%
001.K1.544.020.35.00	SMALL TOOLS & MINOR EQUIPMENT	112	315	360	-	(360)	-100.0%
001.K1.544.020.41.00	PROFESSIONAL SERVICES	30	89	180	-	(180)	-100.0%
001.K1.544.020.42.00	COMMUNICATIONS	13	121	54	-	(54)	-100.0%
001.K1.544.020.43.00	TRAVEL/HOTEL/PER DIEMS	9	-	159	-	(159)	-100.0%
001.K1.544.020.44.00	ADVERTISING	25	21	72	-	(72)	-100.0%
001.K1.544.020.46.00	INSURANCE	136	328	300	-	(300)	-100.0%
001.K1.544.020.48.01	REPAIR & MAINT - EQUIPMENT	-	3	60	-	(60)	-100.0%
001.K1.544.020.48.02	R & M - SOFTWARE/HARDWARE	123	901	84	-	(84)	-100.0%
001.K1.544.020.49.00	MISCELLANEOUS	8	-	-	-	-	0.0%
001.K1.544.020.49.01	REGISTRATION	-	-	120	-	(120)	-100.0%
001.K1.544.020.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	9	5	1,005	-	(1,005)	-100.0%
001.K1.594.048.71.00	CAPITAL LEASES - PRINCIPAL	92	528	336	-	(336)	-100.0%
001.K1.594.048.81.00	CAPITAL LEASES - INEREST	31	146	68	-	(68)	-100.0%
Total Street Engineering Services		8,196	12,767	16,024	-	(16,024)	-100.0%
Due to State							
001.K1.589.030.00.04	DUE TO STATE - SALES TAX	4	-	-	-	-	0.0%
Total Due to State		4	-	-	-	-	0.0%
Debt Service Payments							
001.K1.591.095.71.00	PRINCIPAL - CHIP SPREADER	11,785	12,203	12,656	-	(12,656)	-100.0%
001.K1.592.095.81.00	INTEREST - CHIP SPREADER	2,475	2,057	1,604	-	(1,604)	-100.0%
Total Debt Service Payments		14,260	14,260	14,260	-	(14,260)	-100.0%
Capital Outlays - Administration							
001.K1.594.042.64.00	MACHINERY & EQUIPMENT	508	15,444	-	-	-	0.0%
001.K1.594.048.62.00	BUILDINGS AND STRUCTURES	590	-	-	-	-	0.0%
Total Capital Outlays - Administration		1,098	15,444	-	-	-	0.0%
TOTAL STREET		\$ 574,084	\$ 502,670	\$ 606,257	\$ -	(606,257)	-100.0%

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PLANNING & BUILDING (P2)

General Fund 001 Department P2

Employees:

Department / Classification	Class	2019 Actual	2020 Actual	2021 Budget	2022 Budget	Changes
						2021- 2022
PLANNING AND BUILDING						
Planning and Building Manager	Non-Represented	0.50	0.75	0.75	0.75	0.00
Planner (Limited Term, Full-Time)	Non-Represented	0.00	0.00	0.00	1.00	1.00
Permit Technician	Teamster	1.00	1.00	2.00	2.00	0.00
Building Code/Fire Marshal (PT)	Hourly	0.00	0.45	0.45	0.45	0.00
Temp Records Assistant (PT)	Hourly	0.00	0.00	0.00	0.50	0.50
Development Review Specialist/Bldg. Inspector	Teamster	1.00	1.00	0.00	0.00	0.00
Public Works Director	Non-Represented	0.00	0.05	0.10	0.10	0.00
Community Development Director/Engineer	Non-Represented	0.05	0.00	0.00	0.00	0.00
Total Planning & Building		2.55	3.25	3.30	4.80	1.50

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.

2021 Accomplishments:

- Issued 111 permits in 2020. From January 1, 2021 to September 28, 2021 we have issued 173 permits.
- Hired a second permit technician to assist with customer service and office administration.
- Hired a city planner to assist with current planning projects such as the multifamily currently being constructed.
- Hired a part time records specialist to assist with the archiving of all building, planning, and engineering permits.
- Refocused one of the permit technicians to assist customers, perform field inspections for buildings, and work with citizens on code enforcement related issues.
- Updated the Planning, Building, and Engineering Fee Schedule.
- Updated the building code to the 2018 International Building Code.
- Updated the processes and procedures for the zoning regulations.
- Continued work on the Shoreline Master Plan update.
- Began the necessary analysis to annex areas of the Urban Growth Area.

2022 Goals and Objectives:

- Complete the Annexation process.
- Complete the 2021 Comprehensive Plan Update and Rezone.
- Complete the updates to the Shoreline Master Plan and adopt.
- Begin updates to the Critical Areas Ordinance.
- Continue to update Municipal Codes to remedy conflicting code language and clarify ambiguities.
- Continue the training of new staff, ensuring the highest level of professionalism and working knowledge of codes.
- 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)

Significant Changes 2021:

Staffing levels have been increased to accommodate the increase in permitting.

PLANNING AND BUILDING DEPARTMENT BUDGET SUMMARY

Planning and Building Primary Cost Summary			2021	2022	Change 2021-2022	% Change
	2019 Actual	2020 Actual	Amended Budget	Proposed Budget		
Wages	141,555	157,294	277,400	326,900	49,500	17.8%
Benefits	67,479	64,284	120,950	124,500	3,550	1.3%
Supplies	8,608	12,734	19,300	19,300	-	0.0%
Services	132,184	196,640	613,805	506,450	(107,355)	-17.5%
Long-Term Lease	1,471	1,448	-	-	-	-
Total Expenditures	352,714	459,945	1,031,455	977,150	(54,305)	-5.3%
Service Related Fees/Revenues						
Business License	33,663	32,252	30,000	32,000	2,000	6.7%
Building Permit Fees	109,972	100,049	205,400	338,000	132,600	64.6%
Plan Check Fees	59,211	43,549	107,000	182,000	75,000	70.1%
Other Permit Fees	3,773	4,526	12,400	6,900	(5,500)	-44.4%
Governmental Grants	85,000	83,251	233,425	-	(233,425)	-100.0%
Total Service Related Revenues	291,619	263,627	588,225	558,900	(29,325)	-5.0%
% of total expenditures		57%	57%	57%		
Funding from General Revenues	61,095	196,318	443,230	418,250	(24,980)	-5.6%
% of total expenditures		44%	43%	43%		

FUND:	001 - GENERAL FUND	EXPENDITURES (P2)
DEPARTMENT:	P2 - PLANNING AND BUILDING	

Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
EXPENDITURES							
Inspections & Permits Administration							
001.P2.524.011.11.00	SALARIES AND WAGES	\$ 49,756	\$ 26,308	\$ -	\$ 48,360	\$ 48,360	0.0%
001.P2.524.011.11.05	SALARIES AND WAGES-PT	-	11,924	60,300	45,510	(14,790)	-24.5%
001.P2.524.011.12.00	OVERTIME	62	725	800	800	-	0.0%
001.P2.524.011.21.00	PERSONNEL BENEFITS	21,706	9,715	-	37,950	37,950	0.0%
001.P2.524.011.21.05	PERSONNEL BENEFITS-PT	-	1,205	5,700	4,670	(1,030)	-18.1%
001.P2.524.011.21.07	PERSONNEL BENEFITS	-	-	-	-	-	0.0%
001.P2.524.011.24.00	UNIFORMS & CLOTHING	184	167	750	400	(350)	-46.7%
001.P2.524.011.31.00	OFFICE & OPERATING SUPPLIES	4,123	7,639	7,000	7,000	-	0.0%
001.P2.524.011.32.00	FUEL CONSUMED	-	71	500	500	-	0.0%
001.P2.524.011.35.00	SMALL TOOLS & MINOR EQUIPMENT	2,300	1,691	5,300	5,300	-	0.0%
001.P2.524.011.41.00	PROFESSIONAL SERVICES	-	68,681	187,000	383,000	196,000	104.8%
001.P2.524.011.42.00	COMMUNICATIONS	5,657	5,128	6,342	6,350	8	0.1%
001.P2.524.011.43.00	TRAVEL/HOTEL/PER DIEMS	219	-	1,500	3,000	1,500	100.0%
001.P2.524.011.44.00	ADVERTISING	-	-	-	-	-	0.0%
001.P2.524.011.45.00	RENTALS	112	118	300	300	-	0.0%
001.P2.524.011.46.00	INSURANCE	3,573	3,823	5,270	5,860	590	11.2%
001.P2.524.011.47.00	PUBLIC UTILITY SERVICE	71	104	-	-	-	0.0%
001.P2.524.011.47.03	PUBLIC UTILITY SERVICE - CITY	-	-	-	-	-	0.0%
001.P2.524.011.48.00	REPAIR & MAINT- FACILITIES	-	-	-	16,000	16,000	0.0%
001.P2.524.011.48.01	REPAIR & MAINT - EQUIPMENT	522	-	-	500	500	0.0%
001.P2.524.011.48.02	REPAIR & MAINT - IT SOFTWARE/HARDWARE	10,333	10,827	17,900	13,400	(4,500)	-25.1%
001.P2.524.011.49.00	MISCELLANEOUS	101	114	-	-	-	0.0%
001.P2.524.011.49.01	REGISTRATION	565	2,323	-	1,750	1,750	0.0%
001.P2.524.011.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	405	712	6,000	2,000	(4,000)	-66.7%
001.P2.524.011.40.15	INTERGOVT PROF SVCS - LEWIS COUNTY	-	-	-	-	-	0.0%
001.P2.591.024.71.03	L/T LEASE - COPIER/PRINTER	-	-	-	-	-	0.0%
001.P2.594.024.71.00	CAPITAL LEASES-PRINCIPAL	1,182	1,251	-	-	-	0.0%
001.P2.594.024.81.00	CAPITAL LEASES-INTEREST	289	197	-	-	-	0.0%
Total Inspections & Permits Administration		101,160	152,723	304,662	582,650	277,988	91.2%
Flood Authority & Environmental							
001.P2.553.030.31.00	OFFICE & OPERATING SUPPLIES	-	-	100	100	-	0.0%
001.P2.553.030.41.00	PROFESSIONAL SERVICES - FLOOD STORAGE	85,000	83,251	233,425	-	(233,425)	-100.0%
001.P2.553.030.43.00	TRAVEL - FLOOD AUTHORITY	-	-	300	300	-	0.0%
001.P2.554.090.41.00	PROFESSIONAL SERVICES	(412)	-	-	-	-	0.0%
Total Flood Authority & Environmental		84,588	83,251	233,825	400	(233,425)	-99.8%
Planning							
001.P2.558.060.11.00	SALARIES AND WAGES	56,297	57,764	132,300	121,610	(10,690)	-8.1%
001.P2.558.060.11.05	SALARIES AND WAGES-PT	-	1,327	-	25,000	25,000	0.0%
001.P2.558.060.12.00	OVERTIME	333	147	700	700	-	0.0%
001.P2.558.060.21.00	PERSONNEL BENEFITS	30,111	34,173	87,900	56,020	(31,880)	-36.3%
001.P2.558.060.21.05	PERSONNEL BENEFITS-PT	-	112	-	-	-	0.0%
001.P2.558.060.21.07	PERSONNEL BENEFITS- U I TAXES	-	-	-	-	-	0.0%
001.P2.558.060.31.00	OFFICE & OPERATING SUPPLIES	1,390	3,093	2,500	2,500	-	0.0%
001.P2.558.060.32.00	FUEL CONSUMED	543	117	-	-	-	0.0%
001.P2.558.060.35.00	SMALL TOOLS & MINOR EQUIPMENT	-	-	2,800	2,800	-	0.0%
001.P2.558.060.41.00	PROFESSIONAL SERVICES	9,420	10,429	136,000	50,000	(86,000)	-63.2%
001.P2.558.060.42.00	COMMUNICATIONS	1,807	495	2,018	2,020	2	0.1%
001.P2.558.060.43.00	TRAVEL/HOTEL/PER DIEMS	-	-	2,500	2,500	-	0.0%
001.P2.558.060.44.00	ADVERTISING	8,288	1,691	5,000	5,000	-	0.0%
001.P2.558.060.45.00	RENTALS	112	326	-	-	-	0.0%
001.P2.558.060.46.00	INSURANCE	-	-	-	-	-	0.0%
001.P2.558.060.48.00	REPAIR & MAINT- FACILITIES	-	-	800	200	(600)	-75.0%
001.P2.558.060.48.01	REPAIR & MAINT - EQUIPMENT	-	-	-	-	-	0.0%
001.P2.558.060.48.02	REPAIR & MAINT - IT SOFTWARE/HARDWARE	1,576	5,365	2,100	5,500	3,400	161.9%
001.P2.558.060.49.00	MISCELLANEOUS	74	72	-	-	-	0.0%
001.P2.558.060.49.01	REGISTRATION	-	-	-	750	750	0.0%
001.P2.558.060.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	687	1,232	3,000	3,000	-	0.0%
001.P2.558.060.49.04	GOVT PERMIT/CERT/RECORDING FEES	-	-	-	-	-	0.0%
001.P2.558.060.40.15	INTERGOVT SVCS/CHARGES	3,026	877	2,000	2,000	-	0.0%

FUND:	001 - GENERAL FUND	EXPENDITURES (P2)
DEPARTMENT:	P2 - PLANNING AND BUILDING	

Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
001.P2.558.060.40.03	EXTERNAL TAXES & OPER ASSESS	2	5	-	500	500	0.0%
Total Planning		113,666	117,225	379,618	280,100	(99,518)	-26.2%
Property Development/Strategic Planning							
001.P2.559.030.11.00	SALARIES AND WAGES	35,107	59,099	83,300	84,920	1,620	1.9%
001.P2.559.030.21.00	PERSONNEL BENEFITS	15,478	18,912	26,600	25,460	(1,140)	-4.3%
001.P2.559.030.31.00	OFFICE & OPERATING SUPPLIES	252	123	1,100	1,100	-	0.0%
001.P2.559.030.35.00	SMALL TOOLS & MINOR EQUIPMENT	-	-	-	-	-	0.0%
001.P2.559.030.41.00	PROFESSIONAL SERVICES	-	-	-	-	-	0.0%
001.P2.559.030.45.00	RENTALS	-	-	700	700	-	0.0%
001.P2.559.030.46.00	INSURANCE	1,019	1,067	1,650	1,820	170	10.3%
001.P2.559.030.48.00	REPAIR & MAINT- FACILITIES	-	-	-	-	-	0.0%
001.P2.559.030.48.01	REPAIR & MAINT - EQUIPMENT	-	-	-	-	-	0.0%
001.P2.559.030.48.02	REPAIR & MAINT - IT SOFTWARE/HARDWARE	-	-	-	-	-	0.0%
001.P2.559.030.49.00	MISCELLANEOUS	27	-	-	-	-	0.0%
Total Property Development/Strategic Planning		51,883	79,201	113,350	114,000	650	0.6%
Due to State							
001.P2.589.030.00.24	DUE TO STATE - ST BLDG CODE FEES	1,417	-	-	-	-	0.0%
Total Due to State		1,417	-	-	-	-	0.0%
Capital Outlay							
001.P2.594.024.64.00	MACHINERY & EQUIPMENT	-	-	-	-	-	0.0%
001.P2.594.058.64.00	MACHINERY & EQUIPMENT	-	27,545	-	-	-	0.0%
Total Capital Outlay		-	27,545	-	-	-	0.0%
TOTAL PLANNING AND BUILDING		\$ 352,714	\$ 459,945	\$ 1,031,455	\$ 977,150	\$ (54,305)	-5.3%

RECREATION (R1) General Fund 001 Department R1

Employees:

Department / Classification	Class	2019	2020	2021	2022	Changes
		Actual	Actual	Budget	Budget	2021-2022
RECREATION						
Recreation Manager	Non-Represented	1.00	1.00	0.80	0.80	0.00
Administrative Assistant	Teamster	1.00	1.00	0.60	0.60	0.00
Temp Administrative Assistant	Non-Represented	0.50	0.50	0.00	0.50	0.50
Swimming Pool Part time (Seasonal)	Hourly	3.00	3.00	3.00	3.00	0.00
Recreational Aides Part time (Seasonal)	Hourly	0.00	0.00	0.00	0.00	0.00
Public Works Director	Non-Represented	0.02	0.02	0.00	0.00	0.00
Total Recreation		5.52	5.52	4.40	4.90	0.50

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.

• 2021 Accomplishments:

- Managed the project to repair the damaged Penny Playground prior to it being opened to the public. This was due to an intoxicated driver entering the playground at a high rate of speed causing approximately \$145,473.00 in damage.
- Worked with the Human Resource Manager to complete the appropriated paperwork to receive full compensation for the damage done to the Penny Playground.
- Worked with the Human Resource Manager to apply for and receive a 2021 Risk Mitigation Grant from WCIA the Cities insurance provider in the amount of \$18,560.00. The grant funded three concrete benches and 7 concrete bollards to protect the playground from future accidents.
- Continued to work on many on many aspects of the Recreation Park Project through 2021.
- Managed a Shaw Aquatics Center project to increase the deck size by 1200 square ft. and add shade sails over the deck expansion. The Chehalis Foundation secured a donation to fund this project.
- Worked with recreational youth sports leagues and the Boy and Girl Scouts of America on ways to offer safe opportunities for the youth of our community that met the ever-changing Covid-19 regulations while utilizing city facilities.
- 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. This was done in a limited capacity this year due to Covid-19 restrictions
- Utilized one volunteer group to paint two picnic shelters at the Chet and Henrietta Spray Park.
- Hosted the USA Softball 10 & Under State Championship Tournament July 9 – 11, 2021. There were 9 teams with approximately 110 players and 350 spectators. Over the three days there were over 1,400 visitors at the complex.
- Facilitated 13 tournaments at the Chehalis Sports Complex accommodating 167 teams with approximately 2,400 players and 7,400 spectators. Each player and spectator visited/played on multiple days during each tournament. The tournaments brought a minimum of 18,800 visitors to Chehalis. We had to cancel 11 tournaments due to covid and have 8 tournaments scheduled for the Fall.
- Offered new summer programs partnering with the Skyhawks Sports Academy from June thru August to offer a wide variety of activities including arts and crafts, soccer, baseball, basketball, flag football, volleyball, golf, frisbee, dodgeball, and capture the flag. There were 181 children who participated in one

or more all-day camps offered for 11 straight weeks. 132 children participated in one or more half-day sport themed camps offered over 5 separate weeks.

- Hosted a Grand Opening Ceremony for community members and project donors to celebrate the opening of the Chehalis Sports Complex and Penny Playground.
- Held the Music in the Park series consisting of three Friday evenings of free music entertainment at Recreation Park. The program was well attended
- The Shaw Aquatics Center opened on July 1 after Covid-19 restrictions were relaxed allowing the pool to operate under mostly normal operating conditions. This summer the aquatics center accommodated 22,216 swimmers, averaging 336 visitors a day, 292 season passes were sold, and 682 children took swim lessons.
- Assisted the Chehalis Foundation with the use of Lintott/Alexander Park to host a fundraiser “Party in the Park” to raise money for on-going maintenance of the park. The event was a success and raised approximately \$40,000.

2022 Goals and Objectives:

- Focus on marketing and securing rental agreements for the use of the Chehalis Sports Complex for youth fastpitch and baseball user groups beginning in March through October.
- Continue to focus on offering a variety of programs that attract visitors to our community
- Assist the recreational youth sports leagues to offer opportunities for the youth of Chehalis utilizing the park system
- Continue to maintain an excellent working relationship with the Chehalis School District in sharing school district and City of Chehalis facilities for community-based events
- Maintain a high attendance level at the Shaw Aquatics Center by providing a beautifully maintained, safe, and fun environment

Significant Changes 2022:

- Reinstate the 20 hour per week Administrative Assistant position

RECREATION DEPARTMENT BUDGET SUMMARY

Recreation Department Primary Cost Summary			2021	2022	Change	
	2019 Actual	2020 Actual	Amended Budget	Proposed Budget	2021-2022	% Change
Wages	250,661	142,310	196,600	221,100	24,500	12.5%
Benefits	99,033	69,392	70,200	82,600	12,400	17.7%
Supplies	26,867	10,031	32,700	32,960	260	0.8%
Services	88,185	54,270	86,850	105,200	18,350	21.1%
Capital Outlay	2,102	374	-	-	-	0.0%
Long-Term Lease	513	2,576	-	-	-	0.0%
Custodial Disbursements	8,686	-	-	-	-	
Total Expenditures	476,047	278,953	386,350	441,860	55,510	14.4%
Service Related Fees/Revenues						
Pool Activity	118,105	629	135,600	135,600	-	0.0%
Recreation Classes	60,141	20,030	65,100	65,100	-	0.0%
Tourney	12,982	-	15,600	5,000	(10,600)	-67.9%
Concession	4,650	-	1,600	4,900	3,300	206.3%
Donations	3,555	10,807	1,533	-	(1,533)	-100.0%
Transfer In - Fund 107 LTAC	-	-	-	15,000	(1,533)	0
Custodial Receipts	10,489	-	-	-	-	0.0%
Total Service Related Fees/Revenues	209,922	31,466	219,433	225,600	(10,366)	-4.7%
% of total expenditures	44%	7%	46%	47%	-2%	
Funding from General Revenues	266,125	247,487	166,917	216,260	65,876	39.5%

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

Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
EXPENDITURES							
Recreation Administration							
001.R1.571.011.11.00	SALARIES AND WAGES	\$ 155,003	\$ 134,233	\$ 98,700	\$ 123,200	\$ 24,500	24.8%
001.R1.571.011.12.00	OVERTIME	434	-	-	-	-	0.0%
001.R1.571.011.21.00	PERSONNEL BENEFITS	82,376	68,168	52,200	64,600	12,400	23.8%
001.R1.571.011.31.00	OFFICE & OPERATING SUPPLIES	7,125	2,069	4,000	4,000	-	0.0%
001.R1.571.011.32.00	FUEL CONSUMED	57	-	500	500	-	0.0%
001.R1.571.011.35.00	SMALL TOOLS & MINOR EQUIPMENT	-	4,884	-	-	-	0.0%
001.R1.571.011.41.00	PROFESSIONAL SERVICES	5,000	-	-	-	-	0.0%
001.R1.571.011.42.00	COMMUNICATIONS	1,348	2,002	1,500	2,500	1,000	66.7%
001.R1.571.011.43.00	TRAVEL/HOTEL/PER DIEMS	100	237	-	-	-	0.0%
001.R1.571.011.44.00	ADVERTISING	-	-	-	-	-	0.0%
001.R1.571.011.45.00	RENTALS	235	161	1,700	1,700	-	0.0%
001.R1.571.011.46.00	INSURANCE	3,949	4,136	2,600	3,000	400	15.4%
001.R1.571.011.47.00	PUBLIC UTILITY SERVICE	-	13	-	-	-	0.0%
001.R1.571.011.48.00	REPAIR & MAINT- FACILITIES	-	-	-	-	-	0.0%
001.R1.571.011.48.01	REPAIR & MAINT - EQUIPMENT	-	-	500	500	-	0.0%
001.R1.571.011.48.02	R & M - SOFTWARE/HARDWARE	508	809	-	1,000	1,000	0.0%
001.R1.571.011.49.00	MISCELLANEOUS	-	42	500	500	-	0.0%
001.R1.571.011.49.01	REGISTRATION	129	-	500	500	-	0.0%
001.R1.571.011.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	25	25	300	300	-	0.0%
001.R1.591.071.71.03	L/T LEASE - COPIER/PRINTER	-	-	-	-	-	0.0%
001.R1.594.071.71.00	CAPITAL LEASES-PRINCIPAL	513	2,225	-	-	-	0.0%
001.R1.594.071.81.00	CAPITAL LEASES-INTEREST	-	351	-	-	-	0.0%
Total Recreation Administration		256,802	219,355	163,000	202,300	39,300	24.1%
Recreation Services							
001.R1.571.020.11.00	SALARIES AND WAGES	-	-	-	-	-	0.0%
001.R1.571.020.11.05	SALARIES AND WAGES - PT	-	-	-	-	-	0.0%
001.R1.571.020.12.00	OVERTIME	-	-	-	-	-	0.0%
001.R1.571.020.12.05	OVERTIME - PT	-	-	-	-	-	0.0%
001.R1.571.020.21.00	PERSONNEL BENEFITS	-	-	-	-	-	0.0%
001.R1.571.020.21.05	PERSONNEL BENEFITS - PT	307	2	-	-	-	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	13,342	2,001	16,000	16,000	-	0.0%
001.R1.571.020.34.00	ITEMS PURCH'D FOR INV & RESALE	-	-	500	500	-	0.0%
001.R1.571.020.35.00	SMALL TOOLS & MINOR EQUIPMENT	287	129	-	-	-	0.0%
001.R1.571.020.41.00	PROFESSIONAL SERVICES	49,504	18,561	62,700	62,700	-	0.0%
001.R1.571.020.42.00	COMMUNICATIONS	422	363	400	410	10	2.5%
001.R1.571.020.43.00	TRAVEL/HOTEL/PER DIEMS	-	-	-	-	-	0.0%
001.R1.571.020.44.00	ADVERTISING	-	95	300	300	-	0.0%
001.R1.571.020.45.00	RENTALS	162	74	1,140	1,140	-	0.0%
001.R1.571.020.46.00	INSURANCE	211	145	145	40	(105)	-72.4%
001.R1.571.020.48.00	REPAIR & MAINT- FACILITIES	87	-	-	-	-	0.0%
001.R1.571.020.48.01	REPAIR & MAINT - EQUIPMENT	-	-	-	-	-	0.0%
001.R1.571.020.48.02	R & M - SOFTWARE/HARDWARE	122	4,481	4,700	5,000	300	6.4%
001.R1.571.020.49.00	MISCELLANEOUS	12	-	-	-	-	0.0%
001.R1.571.020.49.01	REGISTRATION	-	-	-	-	-	0.0%
001.R1.571.020.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	-	-	-	-	-	0.0%
001.R1.571.020.49.98	REC PROGRAM SCHOLARSHIPS	320	-	-	-	-	0.0%
001.R1.571.020.40.03	EXTERNAL TAXES & OPER ASSESS	-	-	-	-	-	0.0%
Total Recreation Services		64,796	25,851	85,885	86,090	205	0.2%
Recreation Pool							
001.R1.571.022.11.05	SALARIES AND WAGES - PT	95,050	8,077	97,900	97,900	-	0.0%
001.R1.571.022.12.05	OVERTIME	174	-	-	-	-	0.0%
001.R1.571.022.21.05	PERSONNEL BENEFITS - PT	16,330	1,050	18,000	18,000	-	0.0%
001.R1.571.022.21.07	PERSONNEL BENEFITS - UI TAXES	-	172	-	-	-	0.0%
001.R1.571.022.24.00	UNIFORMS & CLOTHING	-	-	-	-	-	0.0%
001.R1.571.022.31.00	OFFICE & OPERATING SUPPLIES	4,193	948	9,500	9,760	260	2.7%
001.R1.571.022.34.00	ITEMS PURCH'D FOR INV & RESALE	1,863	-	2,200	2,200	-	0.0%
001.R1.571.022.41.00	PROFESSIONAL SERVICES	-	-	350	350	-	0.0%
001.R1.571.022.42.00	COMMUNICATIONS	1,053	961	1,120	1,150	30	2.7%
001.R1.571.022.43.00	TRAVEL/HOTEL/PER DIEMS	128	-	400	400	-	0.0%
001.R1.571.022.44.00	ADVERTISING	134	-	200	200	-	0.0%
001.R1.571.022.45.00	RENTALS	14	190	200	200	-	0.0%
001.R1.571.022.46.00	INSURANCE	5,456	5,788	5,895	6,610	715	12.1%
001.R1.571.022.48.00	REPAIR & MAINT- FACILITIES	-	-	-	-	-	0.0%

FUND: 001 - GENERAL FUND		EXPENDITURES (R1)					
DEPARTMENT: R1 - RECREATION							
Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
001.R1.571.022.48.01	REPAIR & MAINT - EQUIPMENT	-	-	-	-	-	0.0%
001.R1.571.022.48.02	R & M - SOFTWARE/HARDWARE	-	-	-	-	-	0.0%
001.R1.571.022.49.00	MISCELLANEOUS	1,546	281	850	850	-	0.0%
001.R1.571.022.49.01	REGISTRATION	565	570	500	500	-	0.0%
001.R1.571.022.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	337	-	350	350	-	0.0%
001.R1.571.022.40.03	EXTERNAL TAXES & OPER ASSESS	1,818	336	-	-	-	0.0%
Total Recreation Pool		128,661	18,373	137,465	138,470	1,005	0.7%
Spectator/Community Events							
001.R1.573.090.31.00	OFFICE & OPERATING SUPPLIES	-	-	-	-	-	0.0%
001.R1.573.090.35.00	SMALL TOOLS & MINOR EQUIPMENT	-	-	-	-	-	0.0%
001.R1.573.090.49.00	PROF SVC - MUSIC-IN-THE-PARK	15,000	15,000	-	15,000	15,000	0.0%
Total Spectator/Community Events		15,000	15,000	-	15,000	15,000	0.0%
Due to State							
001.R1.589.030.00.04	DUE TO STATE - SALES TAX	8,686	-	-	-	-	0.0%
Total Due to State		8,686	-	-	-	-	0.0%
Capital Outlay							
001.R1.594.071.64.00	MACHINERY & EQUIPMENT	2,102	374	-	-	-	0.0%
Total Capital Outlay		2,102	374	-	-	-	0.0%
TOTAL RECREATION		\$ 476,047	\$ 278,953	\$ 386,350	\$ 441,860	\$ 55,510	14.4%

STREET FUND (003) (Formerly Dedicated Street Fund – 4% Sales Tax) Public Works Street Maintenance Divisions

Employees:

Department / Classification	Class	2019 Actual	2020 Actual	2021 Budget	2022 Budget	Changes 2021-2022
STREET						
Street/Stormwater Superintendent	Non-Represented	0.50	0.50	0.50	0.50	0.00
Public Works Director	Non-Represented	0.20	0.08	0.20	0.20	0.00
Public Works Office Manager	Teamster	0.20	0.20	0.20	0.20	0.00
Vehicle Maintenance Tech.	Teamster	1.00	1.00	1.00	1.00	0.00
Equipment Operator II	Teamster	0.75	0.75	0.75	0.75	0.00
Equipment Operator I	Teamster	0.75	0.75	0.75	0.75	0.00
Engineering Tech. III	Teamster	0.30	0.10	0.00	0.00	0.00
Engineering Tech II	Teamster	0.30	0.10	0.12	0.12	0.00
Storm/Wastewater Collection Specialist	Teamster	0.50	0.50	0.50	0.50	0.00
Property Maint. Aide (Seasonal)	Hourly	0.80	0.96	0.96	0.96	0.00
Community Development Director	Non-Represented	0.08	0.00	0.00	0.00	0.00
Planning and Building Manager	Non-Represented	0.10	0.10	0.00	0.00	0.00
Traffic Control Technician	Teamster	0.00	0.00	0.00	0.00	0.00
Total Street		5.48	5.04	4.98	4.98	0.00

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.

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.

The “combined” Street Fund 003 includes the funding and purpose of the Dedicated Street Fund and Arterial Street Fund.

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, 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, pothole 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.)

2022 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 the Chehalis Avenue Reconstruction Project (3rd Street to 9th Street)
- Continue painting curb and pavement markings
- Secure funding for Downtown Market Boulevard Reconstruction
- Secure funding for Main Street Resurfacing between BNSF R/R and I-5
- Secure funding for National Avenue Resurfacing between Chamber Way and Kresky Avenue
- Fully Develop Annual Safety Improvements Program

Significant Changes 2022:

Starting 2022, the General Fund Street Department (001.K1) and Arterial Street Fund (102) are combined to the Dedicated Street Fund (003) and renamed as Street Fund (003). Estimated ending fund balance from the Arterial Fund is being transferred into the Street Fund and state shared revenues dedicated for transportation purposes are received in this fund. The funding sources for the Street Fund come from the following sources:

- State and Federal Grants
- State Shared Motor Vehicle Fuel Tax
- State Shared Multimodal
- General Fund Transfers – Sales Tax
- General Fund Transfers – Utility Tax
- Right-of-Way Occupancy Permit Fees

STREET FUND (003)
SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

Dedicated Street Fund	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
REVENUE SOURCE						
State Shared Revenues	\$ -	\$ -	\$ -	\$ 156,273	\$ 156,273	0.0%
Fees and Charges	-	-	-	5,000	5,000	0.0%
Interest Earnings	3,835	1,199	150	200	50	33.3%
Miscellaneous	11,243	-	-	-	-	0.0%
Transfers in	196,752	50,879	116,800	876,828	760,028	650.7%
TOTAL REVENUES	\$ 211,830	\$ 52,078	\$ 116,950	\$ 1,038,301	\$ 921,351	787.8%
EXPENDITURES						
Salaries and Wages	\$ -	\$ -	\$ -	\$ 308,860	\$ 308,860	0.0%
Benefits	-	-	-	132,660	132,660	0.0%
Supplies	101,216	26,705	135,500	343,540	208,040	153.5%
Services	7,521	14,060	20,500	229,715	209,215	1020.6%
Capital Outlay	16,331	16,332	-	-	-	0.0%
Debt Service	28,520	28,520	28,520	43,201	14,681	51.5%
TOTAL EXPENDITURES	\$ 153,588	\$ 85,617	\$ 184,520	\$ 1,057,976	\$ 873,456	473.4%
Increase (Decrease) in Fund						
Balance	58,242	(33,539)	(67,570)	(19,675)	47,895	-70.9%
Beginning Cash, January 1	163,772	222,014	188,475	120,905	(67,570)	-35.9%
ENDING CASH, DECEMBER 31	\$ 222,014	\$ 188,475	\$ 120,905	\$ 101,230	\$ (19,675)	-16.3%

FUND: 003 - STREET FUND		REVENUES (003)					
Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
REVENUE SOURCE							
003.322.040.00	RIGHT-OF-WAY OCCUPANCY PERMIT	\$ -	\$ -	\$ -	\$ 5,000	5,000	0.0%
003.336.000.71	MULTIMODAL TRANSPORTATION	-	-	-	10,000	10,000	0.0%
003.336.000.87	MOTOR VEHICLE FUEL TAX - CITIES	-	-	-	146,273	146,273	0.0%
003.344.010.93	ADMIN FEE - PROP DAMAGE RECOVERY	2,249	-	-	-	-	0.0%
003.361.011.00	INTEREST EARNINGS	3,835	1,199	150	200	50	133.3%
003.362.010.00	EQUIPMENT/VEHICLE RENTAL	-	-	-	-	-	0.0%
003.369.091.00	MISCELLANEOUS REVENUE (NON-TAX)	-	-	-	-	-	0.0%
003.395.020.00	INSURANCE RECOVERY - CAPITAL ASSETS	8,994	-	-	-	-	0.0%
003.395.020.93	COST RECOVERY - PROPERTY DAMAGE	-	-	-	-	-	0.0%
003.397.000.01	TRANSFER IN - FUND 001 - SALES TAX	196,752	50,879	116,800	209,000	92,200	178.9%
003.397.001.01	TRANSFER IN - FUND 001 - UTILITY TAX	-	-	-	577,000	577,000	0.0%
003.397.000.02	TRANSFER IN - FUND 102	-	-	-	90,828	90,828	0.0%
TOTAL REVENUES		\$ 211,830	\$ 52,078	\$ 116,950	\$ 1,038,301	\$ 921,351	787.8%
BEGINNING CASH, JANUARY 1		\$ 163,772	\$ 222,014	\$ 188,475	\$ 120,905	\$ (67,570)	-35.9%
TOTAL APPROPRIATION		\$ 375,602	\$ 274,092	\$ 305,425	\$ 1,159,206	\$ 853,781	279.5%

FUND:	003 - STREET FUND	EXPENDITURES (003)
DEPARTMENT:	VARIOUS	

Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
EXPENDITURES							
Street Administration (01)							
003.01.543.010.11.00	SALARIES AND WAGES	-	-	-	65,030	65,030	0.0%
003.01.543.010.11.02	SALARIES & WAGES - ADMIN	-	-	-	12,210	12,210	0.0%
003.01.543.010.11.05	SALARIES AND WAGES - PT	-	-	-	-	-	0.0%
003.01.543.010.12.02	OVERTIME - ADMIN	-	-	-	-	-	0.0%
003.01.543.010.21.00	PERSONNEL BENEFITS	-	-	-	29,140	29,140	0.0%
003.01.543.010.21.02	PERSONNEL BENEFITS - ADMIN	-	-	-	7,230	7,230	0.0%
003.01.543.010.21.05	PERSONNEL BENEFITS - PT	-	-	-	-	-	0.0%
003.01.543.010.21.07	PERSONNEL BENEFITS - UI TAXES	-	-	-	-	-	0.0%
003.01.543.010.31.00	OFFICE & OPERATING SUPPLIES	-	-	-	2,000	2,000	0.0%
003.01.543.010.32.00	FUEL CONSUMED	-	-	-	2,000	2,000	0.0%
003.01.543.010.35.00	SMALL TOOLS & MINOR EQUIPMENT	-	-	-	1,750	1,750	0.0%
003.01.543.010.40.03	EXTERNAL TAXES & OPER ASSESS	-	-	-	2,500	2,500	0.0%
003.01.543.010.40.16	INTERGOVT SVCS - LC EMERGENCY MGMT	-	-	-	-	-	0.0%
003.01.543.010.41.00	PROFESSIONAL SERVICES	-	-	-	500	500	0.0%
003.01.543.010.42.00	COMMUNICATIONS	-	-	-	4,850	4,850	0.0%
003.01.543.010.43.00	TRAVEL/HOTEL/PER DIEMS	-	-	-	250	250	0.0%
003.01.543.010.44.00	ADVERTISING	-	-	-	1,250	1,250	0.0%
003.01.543.010.46.00	INSURANCE	-	-	-	18,280	18,280	0.0%
003.01.543.010.47.00	PUBLIC UTILITY SERVICE	-	-	-	2,070	2,070	0.0%
003.01.543.010.47.03	PUBLIC UTILITY SERVICE - CITY	-	-	-	2,470	2,470	0.0%
003.01.543.010.48.00	REPAIR & MAINT- FACILITIES	-	-	-	1,050	1,050	0.0%
003.01.543.010.48.01	REPAIR & MAINT - EQUIPMENT	-	-	-	-	-	0.0%
003.01.543.010.48.02	REPAIR & MAINT - IT SOFTWARE/HARDWARE	-	-	-	750	750	0.0%
003.01.543.010.49.00	MISCELLANEOUS	-	-	-	310	310	0.0%
003.01.543.010.49.01	REGISTRATION	-	-	-	-	-	0.0%
003.01.543.010.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	-	-	-	-	-	0.0%
003.01.543.010.49.04	GOVT PERMIT/CERTIFICATION/RECORDING	-	-	-	-	-	0.0%
003.01.591.048.71.03	L-T LEASE - COPIER/PRINTER	-	-	-	-	-	0.0%
003.01.594.048.62.00	BUILDINGS AND STRUCTURES	-	-	-	-	-	0.0%
003.01.594.048.64.00	MACHINERY & EQUIPMENT	-	-	-	-	-	0.0%
Total Street Administration		-	-	-	153,640	153,640	0.0%
Engineering (02)							
003.02.544.020.11.00	SALARIES AND WAGES	-	-	-	7,730	7,730	0.0%
003.02.544.020.12.00	OVERTIME	-	-	-	-	-	0.0%
003.02.544.020.21.00	PERSONNEL BENEFITS	-	-	-	3,580	3,580	0.0%
003.02.544.020.24.00	UNIFORMS & CLOTHING	-	-	-	30	30	0.0%
003.02.544.020.31.00	OFFICE & OPERATING SUPPLIES	-	-	-	250	250	0.0%
003.02.544.020.32.00	FUEL CONSUMED	-	-	-	260	260	0.0%
003.02.544.020.35.00	SMALL TOOLS & MINOR EQUIPMENT	-	-	-	380	380	0.0%
003.02.544.020.41.00	PROFESSIONAL SERVICES	-	-	-	200	200	0.0%
003.02.544.020.42.00	COMMUNICATIONS	-	-	-	60	60	0.0%
003.02.544.020.43.00	TRAVEL/HOTEL/PER DIEMS	-	-	-	160	160	0.0%
003.02.544.020.44.00	ADVERTISING	-	-	-	80	80	0.0%
003.02.544.020.45.00	RENTALS	-	-	-	-	-	0.0%
003.02.544.020.46.00	INSURANCE	-	-	-	260	260	0.0%
003.02.544.020.48.00	REPAIR & MAINT- FACILITIES	-	-	-	-	-	0.0%
003.02.544.020.48.01	REPAIR & MAINT - EQUIPMENT	-	-	-	70	70	0.0%
003.02.544.020.48.02	R & M - SOFTWARE/HARDWARE	-	-	-	90	90	0.0%
003.02.544.020.49.00	MISCELLANEOUS	-	-	-	-	-	0.0%
003.02.544.020.49.01	REGISTRATION	-	-	-	130	130	0.0%
003.02.544.020.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	-	-	-	1,080	1,080	0.0%
003.02.591.048.71.03	L-T LEASE - COPIER/PRINTER	-	-	-	420	420	0.0%
Total Engineering		-	-	-	14,780	14,780	0.0%
Roadway (03)							
003.03.542.030.11.00	SALARIES AND WAGES	-	-	-	140,080	140,080	0.0%
003.03.542.030.11.05	PART SALARIES AND WAGES - PT	-	-	-	26,000	26,000	0.0%
003.03.542.030.11.06	SALARIES AND WAGES - VEH MECH	-	-	-	-	-	0.0%
003.03.542.030.12.00	OVERTIME	-	-	-	1,500	1,500	0.0%
003.03.542.030.12.05	OVERTIME - PT	-	-	-	-	-	0.0%
003.03.542.030.12.06	OVERTIME - VEH MECH	-	-	-	1,500	1,500	0.0%
003.03.542.030.21.00	PERSONNEL BENEFITS	-	-	-	64,370	64,370	0.0%
003.03.542.030.21.05	PERSONNEL BENEFITS - PT	-	-	-	4,500	4,500	0.0%
003.03.542.030.21.06	PERSONNEL BENEFITS - VEH MECH	-	-	-	-	-	0.0%
003.03.542.030.24.00	UNIFORMS & CLOTHING	-	-	-	350	350	0.0%
003.03.542.030.31.00	OFFICE & OPERATING SUPPLIES	-	-	-	126,800	126,800	0.0%
003.03.542.030.32.00	FUEL CONSUMED	-	-	-	10,500	10,500	0.0%
003.03.542.030.35.00	SMALL TOOLS & MINOR EQUIPMENT	-	-	-	1,050	1,050	0.0%
003.03.542.030.41.00	PROFESSIONAL SERVICES	-	-	-	1,000	1,000	0.0%
003.03.542.030.42.00	COMMUNICATIONS	-	-	-	230	230	0.0%

FUND:	003 - STREET FUND	EXPENDITURES (003)
DEPARTMENT:	VARIOUS	

Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
003.03.542.030.43.00	TRAVEL/HOTEL/PER DIEMS	-	-	-	-	-	0.0%
003.03.542.030.44.00	ADVERTISING	-	-	-	500	500	0.0%
003.03.542.030.45.00	RENTALS	-	-	-	9,000	9,000	0.0%
003.03.542.030.46.00	INSURANCE	-	-	-	2,140	2,140	0.0%
003.03.542.030.47.00	PUBLIC UTILITY SERVICE	-	-	-	5,420	5,420	0.0%
003.03.542.030.47.03	PUBLIC UTILITY SERVICE - CITY	-	-	-	-	-	0.0%
003.03.542.030.48.00	REPAIR & MAINT- FACILITIES	-	-	-	11,550	11,550	0.0%
003.03.542.030.48.01	REPAIR & MAINT - EQUIPMENT	-	-	-	-	-	0.0%
003.03.542.030.48.02	REPAIR & MAINT - IT SOFTWARE/HARDWARE	-	-	-	-	-	0.0%
003.03.542.030.49.00	MISCELLANEOUS	-	-	-	-	-	0.0%
003.03.542.030.49.01	REGISTRATION	-	-	-	-	-	0.0%
003.03.542.030.49.04	GOV PERMIT/RECORDING FEE	-	-	-	-	-	0.0%
003.03.595.030.65.00	CONSTRUCTION - ROADWAY	-	-	-	-	-	0.0%
003.K1.542.030.31.00	OFFICE & OPERATING SUPPLIES	63,895	13,400	100,000	-	(100,000)	-100.0%
003.K1.542.030.48.00	REPAIR & MAINT- FACILITIES	7,158	-	10,000	-	(10,000)	-100.0%
Total Roadway		71,053	13,400	110,000	406,490	296,490	269.5%
Roadway Chip-Sealing (04)							
003.04.542.030.11.00	SALARIES AND WAGES	-	-	-	-	-	0.0%
003.04.542.030.12.00	OVERTIME	-	-	-	-	-	0.0%
003.04.542.030.21.00	PERSONNEL BENEFITS	-	-	-	-	-	0.0%
003.04.542.030.31.00	OFFICE & OPERATING SUPPLIES	-	-	-	100,000	100,000	0.0%
003.04.591.095.71.00	PRINCIPAL - CHIP SPREADER	-	-	-	39,338	39,338	0.0%
003.04.592.095.81.00	INTEREST - CHIP SPREADER	-	-	-	3,443	3,443	0.0%
003.04.594.042.64.00	MACHINERY & EQUIPMENT	-	-	-	-	-	0.0%
003.04.595.030.65.00	CONSTRUCTION - CHIP SEAL	-	-	-	-	-	0.0%
003.04.595.010.65.41	CONSTRUCTION - ENGINEERING	-	-	-	-	-	0.0%
003.K1.591.095.71.00	PRINCIPAL - CHIP SPREADER	23,569	24,370	24,420	-	(24,420)	-100.0%
003.K1.592.095.81.00	INTEREST - CHIP SPREADER	4,951	4,150	4,100	-	(4,100)	-100.0%
003.K1.594.042.64.00	MACHINERY & EQUIPMENT	16,331	16,332	-	-	-	0.0%
003.K1.595.030.65.00	OTHER IMPROVEMENT	-	-	-	-	-	0.0%
Total Roadway Chip-Sealing		44,851	44,852	28,520	142,781	114,261	400.6%
Bridges/Structures (05)							
003.05.542.050.41.00	PROFESSIONAL SERVICES	-	-	-	17,500	17,500	0.0%
003.05.595.050.63.00	OTHER IMPROVEMENTS	-	-	-	-	-	0.0%
003.05.595.050.65.00	CONSTRUCTION - BRIDGE	-	-	-	-	-	0.0%
003.K1.542.050.41.00	PROFESSIONAL SERVICES	363	14,060	10,500	-	(10,500)	-100.0%
003.K1.542.050.48.00	REPAIR & MAINT- FACILITIES	-	-	-	-	-	0.0%
Total Bridges/Structures		363	14,060	10,500	17,500	7,000	66.7%
Street Lighting (06)							
003.06.542.063.11.00	SALARIES AND WAGES	-	-	-	-	-	0.0%
003.06.542.063.12.00	OVERTIME	-	-	-	-	-	0.0%
003.06.542.063.21.00	PERSONNEL BENEFITS	-	-	-	-	-	0.0%
003.06.542.063.31.00	OFFICE & OPERATING SUPPLIES	-	-	-	20,000	20,000	0.0%
003.06.542.063.41.00	PROFESSIONAL SERVICES	-	-	-	-	-	0.0%
003.06.542.063.47.00	PUBLIC UTILITY SERVICE	-	-	-	85,150	85,150	0.0%
003.06.542.063.47.03	PUBLIC UTILITY SERVICE - CITY	-	-	-	-	-	0.0%
003.06.542.063.48.00	REPAIR & MAINT- FACILITIES	-	-	-	12,500	12,500	0.0%
003.06.542.063.48.01	REPAIR & MAINT - EQUIPMENT	-	-	-	-	-	0.0%
Total Street Lighting		-	-	-	117,650	117,650	0.0%
Traffic Control Devices (07)							
003.07.542.064.11.00	SALARIES AND WAGES	-	-	-	-	-	0.0%
003.07.542.064.11.05	SALARIES AND WAGES - PT	-	-	-	-	-	0.0%
003.07.542.064.12.00	OVERTIME	-	-	-	750	750	0.0%
003.07.542.064.12.05	OVERTIME - PT	-	-	-	-	-	0.0%
003.07.542.064.12.06	OVERTIME - VEH MECH	-	-	-	500	500	0.0%
003.07.542.064.21.00	PERSONNEL BENEFITS	-	-	-	-	-	0.0%
003.07.542.064.21.05	PERSONNEL BENEFITS-PT	-	-	-	-	-	0.0%
003.07.542.064.21.06	PERSONNEL BENEFITS - VEH MECH	-	-	-	-	-	0.0%
003.07.542.064.31.00	OFFICE & OPERATING SUPPLIES	-	-	-	36,000	36,000	0.0%
003.07.542.064.32.00	FUEL CONSUMED	-	-	-	-	-	0.0%
003.07.542.064.35.00	SMALL TOOLS & MINOR EQUIPMENT	-	-	-	1,000	1,000	0.0%
003.07.542.064.40.03	EXTERNAL TAXES & OPER ASSESS	-	-	-	-	-	0.0%
003.07.542.064.41.00	PROFESSIONAL SERVICES	-	-	-	15,000	15,000	0.0%
003.07.542.064.45.00	RENTALS	-	-	-	-	-	0.0%
003.07.542.064.47.00	PUBLIC UTILITY SERVICE	-	-	-	10,200	10,200	0.0%
003.07.542.064.47.03	PUBLIC UTILITY SERVICE - CITY	-	-	-	-	-	0.0%
003.07.542.064.48.00	REPAIR & MAINT- FACILITIES	-	-	-	5,000	5,000	0.0%
003.07.542.064.48.01	REPAIR & MAINT - EQUIPMENT	-	-	-	-	-	0.0%
003.07.595.064.63.00	OTHER IMPROVEMENTS -TRAFFIC CONTROL	-	-	-	-	-	0.0%
003.K1.542.064.31.00	OFFICE & OPERATING SUPPLIES	37,321	13,305	35,500	-	(35,500)	-100.0%

FUND:	003 - STREET FUND	EXPENDITURES (003)
DEPARTMENT:	VARIOUS	

Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
003.K1.542.064.40.03	EXTERNAL TAXES & OPER ASSESS	-	-	-	-	-	0.0%
Total Traffic Control Devices		-	-	-	68,450	68,450	0.0%
Snow & Ice Control (08)							
003.08.542.066.11.00	SALARIES AND WAGES	-	-	-	-	-	0.0%
003.08.542.066.11.06	SALARIES AND WAGES - VEH MECH	-	-	-	-	-	0.0%
003.08.542.066.12.00	OVERTIME	-	-	-	1,500	1,500	0.0%
003.08.542.066.12.06	OVERTIME - VEH MECH	-	-	-	400	400	0.0%
003.08.542.066.21.00	PERSONNEL BENEFITS	-	-	-	-	-	0.0%
003.08.542.066.21.06	PERSONNEL BENEFITS - VEH MECH	-	-	-	-	-	0.0%
003.08.542.066.24.00	UNIFORMS & CLOTHING	-	-	-	-	-	0.0%
003.08.542.066.31.00	OFFICE & OPERATING SUPPLIES	-	-	-	500	500	0.0%
003.08.542.066.32.00	FUEL CONSUMED	-	-	-	-	-	0.0%
003.08.542.066.48.00	REPAIR & MAINT- FACILITIES	-	-	-	500	500	0.0%
003.08.542.066.48.01	REPAIR & MAINT - EQUIPMENT	-	-	-	-	-	0.0%
Total Snow & Ice Control		-	-	-	2,900	2,900	0.0%
Roadside (ROW) (09)							
003.09.542.070.31.00	OFFICE & OPERATING SUPPLIES	-	-	-	-	-	0.0%
003.09.542.070.41.00	PROFESSIONAL SERVICES	-	-	-	5,150	5,150	0.0%
003.09.542.070.48.00	REPAIR & MAINT- FACILITIES	-	-	-	-	-	0.0%
003.09.542.070.48.01	REPAIR & MAINT - EQUIPMENT	-	-	-	-	-	0.0%
003.09.595.070.63.00	OTHER IMPROVEMENTS - ROADSIDE	-	-	-	-	-	0.0%
Total Roadside (ROW)		-	-	-	5,150	5,150	0.0%
Vehicle Maintenance Shop (10)							
003.10.518.032.11.06	SALARIES AND WAGES - VEH MECH	-	-	-	\$ 51,660	51,660	0.0%
003.10.518.032.12.06	OVERTIME - VEH MECH	-	-	-	-	-	0.0%
003.10.518.032.21.06	PERSONNEL BENEFITS - VEH MECH	-	-	-	23,000	23,000	0.0%
003.10.518.032.24.06	UNIFORMS & CLOTHING	-	-	-	460	460	0.0%
003.10.518.032.31.01	OFFICE & OPERATING SUPPLIES - STR VEH	-	-	-	17,900	17,900	0.0%
003.10.518.032.31.02	OFFICE & OPERATING SUPPLIES - CITYWIDE	-	-	-	21,300	21,300	0.0%
003.10.518.032.32.00	FUEL CONSUMED	-	-	-	800	800	0.0%
003.10.518.032.35.02	SMALL TOOLS & MINOR EQUIPMENT	-	-	-	1,050	1,050	0.0%
003.10.518.032.41.00	PROFESSIONAL SERVICES	-	-	-	-	-	0.0%
003.10.518.032.41.02	PROFESSIONAL SERVICES	-	-	-	1,000	1,000	0.0%
003.10.518.032.42.00	COMMUNICATIONS	-	-	-	500	500	0.0%
003.10.518.032.43.00	TRAVEL/HOTEL/PER DIEMS	-	-	-	250	250	0.0%
003.10.518.032.43.02	REGISTRATION	-	-	-	-	-	0.0%
003.10.518.032.45.01	RENTALS	-	-	-	-	-	0.0%
003.10.518.032.47.02	PUBLIC UTILITY SERVICE- SHOP WASTE	-	-	-	-	-	0.0%
003.10.518.032.47.03	PUBLIC UTILITY SERVICE - CITY	-	-	-	-	-	0.0%
003.10.518.032.48.00	REPAIR & MAINT- FACILITIES	-	-	-	-	-	0.0%
003.10.518.032.48.01	REPAIR & MAINT- EQUIPMENT	-	-	-	6,180	6,180	0.0%
003.10.518.032.48.02	REPAIR & MAINT- IT SOFTWARE/HARDWARE	-	-	-	-	-	0.0%
003.10.518.032.49.00	MISCELLANEOUS	-	-	-	260	260	0.0%
003.10.518.032.49.01	REGISTRATION	-	-	-	-	-	0.0%
003.10.518.032.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	-	-	-	4,275	4,275	0.0%
003.10.518.032.49.04	GOV PERMIT/RECORDING FEE	-	-	-	-	-	0.0%
Total Vehicle Maintenance Shop		-	-	-	128,635	128,635	0.0%
Special Purpose Path/Trail (11)							
003.11.542.061.48.00	REPAIR & MAINT- FACILITIES	-	-	-	-	-	0.0%
Total Special Purpose Path/Trail		-	-	-	-	-	0.0%
TOTAL EXPENDITURES		\$ 153,588	\$ 85,617	\$ 184,520	\$ 1,057,976	\$ 873,456	473.4%
ENDING CASH, DECEMBER 31		\$ 222,014	\$ 188,475	\$ 120,905	\$ 101,230	\$ (19,675)	-16.3%
TOTAL APPROPRIATION		\$ 375,602	\$ 274,092	\$ 305,425	\$ 1,159,206	\$ 853,781	279.5%

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BUILDING ABATEMENT FUND (004)

Fund 004 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 City intervention.

Budgeting for 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.

BUILDING ABATEMENT FUND (004) SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

Building Abatement Fund	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
REVENUE SOURCE						
Interest Earnings	\$ 1,823	\$ 561	\$ 100	\$ 50	\$ (50)	-50.0%
Transfers in	80,000	-	-	-	-	0.0%
TOTAL REVENUES	\$ 81,823	\$ 561	\$ 100	\$ 50	\$ (50)	-50.0%
EXPENDITURES						
Supplies	\$ -	\$ 6,979	\$ -	\$ -	\$ -	0.0%
Transfers out	80,000	45,000	-	-	-	0.0%
TOTAL EXPENDITURES	\$ 80,000	\$ 51,979	\$ -	\$ -	\$ -	0.0%
Increase (Decrease) in Fund Balance	1,823	(51,418)	100	50	(50)	-50.0%
Beginning Cash, January 1	101,209	103,032	51,614	51,714	100	0.2%
ENDING CASH, DECEMBER 31	\$ 103,032	\$ 51,614	\$ 51,714	\$ 51,764	\$ 50	0.1%

FUND: 004 - BUILDING ABATEMENT FUND		REVENUES (004)					
Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change 2021-2022
REVENUE SOURCE							
Charges for Services							
004.345.029.00	OTHER ENVIRONMENTAL/ABATEMENT FEES	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Total Charges for Services		-	-	-	-	-	0.0%
Interest Earnings							
004.361.011.00	INTEREST EARNINGS	1,823	561	100	50	(50)	-50.0%
Total Interest Earnings		1,823	561	100	50	(50)	-50.0%
Transfers In							
004.397.000.01	TRANSFER IN - FUND 001	80,000	-	-	-	-	0.0%
Total Transfers In		80,000	-	-	-	-	0.0%
TOTAL REVENUES		\$ 81,823	\$ 561	\$ 100	\$ 50	\$ (50)	-50.0%
BEGINNING CASH, JANUARY 1		\$ 101,209	\$ 103,032	\$ 51,614	\$ 51,714	\$ 100	0.2%
TOTAL APPROPRIATION		\$ 183,032	\$ 103,593	\$ 51,714	\$ 51,764	\$ 50	0.1%

FUND: 004 - BUILDING ABATEMENT FUND		EXPENDITURES (004)						
Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022 % Change		
EXPENDITURES								
Operations								
004.59.559.030.31.00	OPPERATING SUPPLIES	\$ -	\$ 6,979	\$ -	\$ -	\$ -	0.0%	
004.59.559.030.35.00	SMALL TOOLS & MINOR EQUIPMENT	-	-	-	-	-	0.0%	
004.59.559.030.41.00	PROFESSIONAL SERVICES	-	-	-	-	-	0.0%	
Total Operations		-	6,979	-	-	-	0.0%	
Transfers Out								
004.59.597.000.05.01	TRANSFER OUT - 001	80,000	45,000	-	-	-	0.0%	
Total Transfers Out		80,000	45,000	-	-	-	0.0%	
TOTAL EXPENDITURES		\$ 80,000	\$ 51,979	\$ -	\$ -	\$ -	0.0%	
ENDING CASH,DECEMBER 31		\$ 103,032	\$ 51,614	\$ 51,714	\$ 51,764	\$ 50	0.1%	
TOTAL APPROPRIATION		\$ 183,032	\$ 103,593	\$ 51,714	\$ 51,764	\$ 50	0.1%	

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ARTERIAL STREET (102)

Fund 102 Department 03

Employees:

Department / Classification	Class	2019	2020	2021	2022	Changes from 2021
		Actual	Actual	Budget	Proposed Budget	
PUBLIC WORKS - ARTERIAL STREET						
Equipment Operator I	Teamster	0.25	0.25	0.25	0.00	-0.25
Equipment Operator II	Teamster	0.25	0.25	0.25	0.00	-0.25
Storm/Wastewater Collection Specialist	Teamster	0.50	0.50	0.50	0.00	-0.50
Total Arterial Street		1.00	1.00	1.00	0.00	-1.00

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 2022:

Starting in year 2022, Arterial Street Fund is consolidated to the Street Fund 003 (formerly Dedicated Street Fund – 4% Sales Tax). 2022 budget includes transfer out of estimated 2021 ending fund balance to the Street Fund.

ARTERIAL STREET FUND (102) SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

Arterial Street Fund	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
REVENUE SOURCE						
Intergovernmental	\$ -	\$ 270	\$ -	\$ -	-	0.0%
State Shared Revenues	158,436	138,799	160,400	-	(160,400)	-100.0%
Interest Earnings	2,442	728	200	-	(200)	-100.0%
Miscellaneous	48	-	-	-	-	0.0%
TOTAL REVENUES	\$ 160,926	\$ 139,797	\$ 160,600	\$ -	\$ (160,600)	-100.0%
EXPENDITURES						
Salaries & Wages	\$ 60,134	\$ 55,808	\$ 56,400	\$ -	\$ (56,400)	-100.0%
Benefits	33,263	33,425	35,000	-	(35,000)	-100.0%
Supplies	65,471	73,739	76,900	-	(76,900)	-100.0%
Services	65	-	-	-	-	0.0%
Transfer out	5,432	-	-	90,828	90,828	0.0%
TOTAL EXPENDITURES	\$ 164,365	\$ 162,972	\$ 168,300	\$ 90,828	\$ (77,472)	-46.0%
Excess Revenue Over (Under)						
Expenditure	(3,439)	(23,175)	(7,700)	(90,828)	(83,128)	1079.6%
Beginning Cash, January 1	125,142	121,703	98,528	90,828	(7,700)	-7.8%
ENDING CASH, DECEMBER 31	\$ 121,703	\$ 98,528	\$ 90,828	\$ -	\$ (90,828)	-100.0%

FUND: 102 - ARTERIAL STREET FUND		REVENUES (102)					
Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
REVENUE SOURCE							
Intergovernmental Revenues							
102.333.021.01	US TREASURY CARES FUND	\$ -	\$ 270	\$ -	\$ -	\$ -	0.0%
102.334.003.60	DEPT OF TRANSPORTATION	-	-	-	-	-	0.0%
102.336.000.87	MOTOR VEHICLE FUEL TAX - CITIES	158,436	138,799	160,400	-	(160,400)	-100.0%
Total Intergovernmental Revenues		158,436	139,069	160,400	-	(160,400)	-100.0%
Interest Earnings							
102.361.011.00	INTEREST EARNINGS	2,442	728	200	-	(200)	-100.0%
Total Interest Earnings		2,442	728	200	-	(200)	-100.0%
Other Miscellaneous Revenues							
102.369.090.01	OTHER MISC REVENUE-NON TAXED	-	-	-	-	-	0.0%
Total Other Miscellaneous Revenues		-	-	-	-	-	0.0%
Disposition of Fixed Assets							
102.395.020.00	INSURANCE RECOVERY - DED STREETS	48	-	-	-	-	0.0%
Total Disposition of Fixed Assets		48	-	-	-	-	0.0%
TOTAL REVENUES		\$ 160,926	\$ 139,797	\$ 160,600	\$ -	\$ (160,600)	-100.0%
BEGINNING CASH, JANUARY 1		\$ 125,142	\$ 121,703	\$ 98,528	\$ 90,828	\$ (7,700)	-7.8%
TOTAL APPROPRIATION		\$ 286,068	\$ 261,500	\$ 259,128	\$ 90,828	\$ (168,300)	-64.9%

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

Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
EXPENDITURES							
Roadway							
102.03.542.G30.11.00	SALARIES AND WAGES	\$ 60,134	\$ 55,808	\$ 56,400	\$ -	\$ (56,400)	-100.0%
102.03.542.G30.11.05	SALARIES AND WAGES-PT	-	-	-	-	-	0.0%
102.03.542.G30.12.00	OVERTIME	-	-	-	-	-	0.0%
102.03.542.G30.21.00	PERSONNEL BENEFITS	33,087	33,241	35,000	-	(35,000)	-100.0%
102.03.542.G30.21.05	PERSONNEL BENEFITS-PT	-	-	-	-	-	0.0%
102.03.542.G30.24.00	UNIFORMS & CLOTHING	176	184	-	-	-	0.0%
102.03.542.G30.31.00	OFFICE & OPERATING SUPPLIES	65,471	73,739	75,000	-	(75,000)	-100.0%
102.03.542.G30.41.00	PROFESSIONAL SERVICES	26	-	-	-	-	0.0%
102.03.542.G30.44.00	ADVERTISING	24	-	-	-	-	0.0%
102.03.542.G30.44.00	INSURANCE	-	-	1,900	-	(1,900)	-100.0%
102.03.542.G30.49.00	MISCELLANEOUS	15	-	-	-	-	0.0%
Total Roadway		158,933	162,972	168,300	-	(168,300)	-100.0%
Capital Outlays							
102.03.595.030.65.00	CONSTRUCTION PROJECTS - ROADWAY	-	-	-	-	-	0.0%
102.03.595.050.65.00	CONSTRUCTION PROJECTS-BRIDGE	-	-	-	-	-	0.0%
Total Capital Outlays		-	-	-	-	-	0.0%
Transfers Out							
102.03.597.000.05.31	TRANSFER OUT - 301 FUND	5,432	-	-	-	-	0.0%
102.03.597.000.05.03	TRANSFER OUT - 003 FUND	-	-	-	90,828	90,828	0.0%
Total Transfers Out		5,432	-	-	90,828	90,828	0.0%
TOTAL EXPENDITURES		\$ 164,365	\$ 162,972	\$ 168,300	\$ 90,828	\$ (77,472)	-46.0%
ENDING CASH, DECEMBER 31		\$ 121,703	\$ 98,528	\$ 90,828	\$ -	\$ (90,828)	-100.0%
TOTAL APPROPRIATION		\$ 286,068	\$ 261,500	\$ 259,128	\$ 90,828	\$ (168,300)	-64.9%

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TRANSPORTATION BENEFIT DISTRICT(103)

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. 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.

2021 Accomplishments:

- Completed roadway improvements on Sitka Avenue between State Street and BNSF R/R
- Continued design work on Chehalis Avenue Reconstruction Project
- Completed the Pacific Avenue Reconstruction Project.
- Completed the Main Street Resurfacing Project
- Completed the Snively Avenue Reconstruction Project (curb & gutter and driveway replacement as part of the water & sewer replacement project)
- Planning for Annual Safety Improvements Project

2022 Goals and Objectives:

- Complete street improvements on Chehalis Avenue between 3rd Street and 9th Street
- Secure funding for Downtown Market Boulevard Reconstruction
- Secure funding for Main Street Resurfacing between BNSF R/R and I-5
- Secure funding for National Avenue Resurfacing between Chamber Way and Kresky Avenue
- Implement Annual Safety Improvements Project

Significant Changes 2022:

Cost for reconstruction of Chehalis Avenue between 3rd Street & 9th Street is included in the 2022 budget in the amount of \$1,350,000. The National Avenue and Main Street Resurfacing projects are included at \$600,000 for each project. Engineering costs for the design and construction management of the three projects plus the design of the Downtown Market Boulevard Reconstruction Project is included for \$1,050,000.

With the exception of the Chehalis Avenue project, the projects identified above are anticipated to be completed contingent upon receiving grant funding. In the event funding is not awarded for these projects, other small projects identified in the 6-year TIP will be completed with the anticipated matching funds.

The Annual Safety Improvements Project consists of installing parking stops in areas of angled parking to prevent collisions with pedestrians on sidewalk, installation of flashing crosswalk signals, and guardrail installation.

**TRANSPORTATION BENEFIT DISTRICT FUND (103)
SUMMARY BY REVENUE AND EXPENDITURE CATEGORY**

Transportation Benefit District Fund	2019 Actual	2020 Actual	2021	2022	Change 2021-2022	% Change
			Amended Budget	Proposed Budget		
REVENUE SOURCE						
Sales Tax - TBD	\$ 1,153,653	\$ 1,196,187	\$ 1,286,000	\$ 1,256,000	\$ (30,000)	-2.3%
Intergovernmental Grants	39,963	435,906	461,740	3,025,000	2,563,260	555.1%
Interest Earnings	31,782	13,567	4,000	2,000	(2,000)	-50.0%
TOTAL REVENUES	\$ 1,225,398	\$ 1,645,660	\$ 1,751,740	\$ 4,283,000	\$ 2,531,260	144.5%
EXPENDITURES						
Services	\$ 250	\$ -	\$ -	\$ 100,000	\$ 100,000	0.0%
Capital Outlay	168,662	707,144	1,637,650	3,600,000	1,962,350	119.8%
TOTAL EXPENDITURES	\$ 168,912	\$ 707,144	\$ 1,637,650	\$ 3,700,000	\$ 2,062,350	125.9%
Increase (Decrease) in Fund Balance	1,056,486	938,516	114,090	583,000	468,910	411.0%
Beginning Cash, January 1	1,110,158	2,166,644	3,105,160	3,219,250	114,090	3.7%
ENDING CASH, DECEMBER 31	\$ 2,166,644	\$ 3,105,160	\$ 3,219,250	\$ 3,802,250	\$ 583,000	18.1%

FUND: 103 - TRANSPORTATION BENEFIT DISTRICT FUND		REVENUES (103)					
Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Total Proposed Budget	Change 2021-2022	% Change
REVENUE SOURCE							
Sales Tax							
103.313.021.00	PUBLIC TRANSPORTATION TAX -TBD	\$ 1,153,653	\$ 1,196,187	\$ 1,286,000	\$ 1,256,000	\$ (30,000)	-2.3%
Total Sales Tax		1,153,653	1,196,187	1,286,000	1,256,000	(30,000)	-2.3%
Intergovernmental Revenues							
103.333.020.20	DOT/FEDERAL HWY ADMIN	39,963	435,906	-	-	-	0.0%
103.334.003.82	STATE GRANT - TIB	-	-	461,740	3,025,000	2,563,260	555.1%
Total Intergovernmental Revenues		39,963	435,906	461,740	3,025,000	2,563,260	555.1%
Interest Earnings							
103.361.011.00	INTEREST EARNINGS	31,782	13,567	4,000	2,000	(2,000)	-50.0%
Total Interest Earnings		31,782	13,567	4,000	2,000	(2,000)	-50.0%
TOTAL REVENUES		\$ 1,225,398	\$ 1,645,660	\$ 1,751,740	\$ 4,283,000	\$2,531,260	144.5%
BEGINNING CASH, JANUARY 1		\$ 1,110,158	\$ 2,166,644	\$ 3,105,160	\$ 3,219,250	\$ 114,090	3.7%
TOTAL REVENUE APPROPRIATION		\$ 2,335,556	\$ 3,812,304	\$ 4,856,900	\$ 7,502,250	\$2,645,350	54.5%

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

Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
EXPENDITURES							
City-wide Preservation							
103.03.542.030.31.00	OFFICE & OPERATING SUPPLIES	\$ -	\$ -	\$ -	\$ 100,000	\$ 100,000	0.0%
103.03.542.040.41.00	PROFESSIONAL SERVICES	-	-	-	-	-	0.0%
103.03.542.050.48.00	REPAIRS & MAINT - FACILITIES	-	-	-	-	-	0.0%
Total City-Wide Preservation		-	-	-	100,000	100,000	0.0%
Bridges/Structure Maintenance							
103.03.542.050.41.00	PROFESSIONAL SERVICES	-	-	-	-	-	0.0%
Total Bridges/Structure Maintenance		-	-	-	-	-	0.0%
Planning/Preliminary Engineering							
103.03.544.020.41.00	PROFESSIONAL SERVICES	250	-	-	-	-	0.0%
Total Planning/Preliminary Engineering		250	-	-	-	-	0.0%
Capital Outlay - Construction Projects							
103.03.595.010.65.41	CONSTRUCTION PROJECTS-ENGINEERING	110,869	190,304	252,700	1,050,000	797,300	315.5%
103.03.595.020.65.32	CONSTRUCTION PROJECTS-RIGHT OF WAY	-	-	-	-	-	0.0%
103.03.595.030.65.30	CONSTRUCTION PROJECTS-ROADWAY	56,094	516,840	879,750	1,350,000	470,250	53.5%
103.03.595.030.65.33	CONSTRUCTION PROJECTS-STREET OVERLAY	1,699	-	505,200	1,200,000	694,800	137.5%
103.03.595.050.65.35	CONSTRUCTION PROJECTS-STRUCTURE	-	-	-	-	-	0.0%
Total Capital Outlay - Construction Projects		168,662	707,144	1,637,650	3,600,000	1,962,350	119.8%
TOTAL EXPENDITURES		\$ 168,912	\$ 707,144	\$ 1,637,650	\$ 3,700,000	\$2,062,350	125.9%
ENDING CASH, DECEMBER 31		\$ 2,166,644	\$ 3,105,160	\$ 3,219,250	\$ 3,802,250	\$ 583,000	18.1%
TOTAL APPROPRIATION		\$ 2,335,556	\$ 3,812,304	\$ 4,856,900	\$ 7,502,250	\$2,645,350	54.5%

TOURISM (107)

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.

City of Chehalis – Recreation Park Debt Service

In 2020, LTAC has committed to provide funds for debt service payment of the 2019 LTGO Bond issued for Recreation Park Improvement project, not to exceed \$75,000 a year until maturity (8/1/2034), which was approved by the City Council at the October 14, 2019 meeting. The allocated amount for 2022 debt service payment is \$71,350.

Significant Changes 2022:

For 2022, the projected hotel/motel tax revenue is \$235,000. The proposed budget includes preliminary expenditures of \$257,990 including \$186,640 allocated for potential awards to various applicants and \$71,350 for debt service payment for the 2019 LTGO Bond.

The LTAC's goal is to maintain \$50,000 operating reserves to provide funding for any projects/activities that may come up during the year.

The LTAC recommended that roughly 20% of 2022 available revenues be allocated to the City of Chehalis to be utilized for lodging tax appropriate activities at the discretion of the City. It was further recommended that the City be allocated 25% of available revenues annually beginning in 2023 to be utilized for lodging tax appropriate activities at the discretion of the City.

The LTAC presented the final total appropriation and each award amounts for action by the City Council on September 27, 2021. The various allocations and recommendations were approved by City Council on September 27, 2021.

TOURISM FUND (107)
SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

Tourism Fund	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
REVENUE SOURCE						
Hotel/Motel Lodging Tax	\$ 258,216	\$ 212,388	\$ 219,500	\$ 235,000	\$ 15,500	7.1%
Interest Earnings	6,988	2,193	-	70	70	0.0%
TOTAL REVENUES	\$ 265,204	\$ 214,581	\$ 219,500	\$ 235,070	\$ 15,570	7.1%
EXPENDITURES						
Services	\$ 208,646	\$ 279,633	\$ 185,000	\$ 149,300	\$ (35,700)	-19.3%
Transfer out - Fund 001	-	-	-	37,340	37,340	0.0%
Transfers out - Debt Service	-	63,396	71,563	71,346	(217)	-0.3%
Transfers out - Fund 301	-	182,000	-	-	-	0.0%
TOTAL EXPENDITURES	\$ 208,646	\$ 525,029	\$ 256,563	\$ 257,986	\$ 1,423	0.6%
Increase (Decrease) in Fund Balance	56,558	(310,448)	(37,063)	(22,916)	14,147	-38.2%
Beginning Cash, January 1	363,943	420,501	110,053	72,990	(37,063)	-33.7%
ENDING CASH, DECEMBER 31	\$ 420,501	\$ 110,053	\$ 72,990	\$ 50,074	\$ (22,916)	-31.4%

FUND:		107 - TOURISM FUND			REVENUES (107)			
Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change	
REVENUE SOURCE								
Hotel/Motel Tax								
107.313.031.00	HOTEL/MOTEL LODGING TAX	\$ 258,216	\$ 212,388	\$ 219,500	\$ 235,000	\$ 15,500	7.1%	
Total Hoel/Motel Tax		258,216	212,388	219,500	235,000	15,500	7.1%	
Interest Earnings								
107.361.011.00	INTEREST EARNINGS	6,988	2,193	-	70	70	0.0%	
Total Interest Earnings		6,988	2,193	-	70	70	0.0%	
Transfers In:								
107.397.000.01	TRANSFER IN - FUND 001	-	-	-	-	-	0.0%	
Total Transfers		-	-	-	-	-	0.0%	
TOTAL REVENUES		\$ 265,204	\$ 214,581	\$ 219,500	\$ 235,070	\$ 15,570	7.1%	
BEGINNING CASH, JANUARY 1		\$ 363,943	\$ 420,501	\$ 110,053	\$ 72,990	\$ (37,063)	-33.7%	
TOTAL REVENUE APPROPRIATION		\$ 629,147	\$ 635,082	\$ 329,553	\$ 308,060	\$ (21,493)	-6.5%	

FUND: 107 - TOURISM FUND		EXPENDITURES (107)							
DEPARTMENT: 05 - TOURISM									
Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change		
EXPENDITURES									
Website Management									
107.05.557.030.48.00	REPAIR & MAINT- FACILITIES	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%		
107.05.557.030.48.02	REPAIR & MAINT- IT SOFTWARE/HARDWARE	-	-	-	-	-	0.0%		
Total Website Management		-	-	-	-	-	0.0%		
Tourism Outreach									
107.05.557.030.41.04	LC HISTORICAL MUSEUM	39,955	16,934	35,000	29,860	(5,140)	-14.7%		
107.05.557.030.41.05	CHEHALIS-CENTRALIA RR & MUSEUM - Marketing	34,886	35,000	30,000	29,860	(140)	-0.5%		
107.05.557.030.41.22	CHEHALIS-CENTRALIA RR & MUSEUM - Personne	-	15,000	10,000	-	(10,000)	-100.0%		
107.05.557.030.41.06	VETERAN'S MEMORIAL MUSEUM	30,000	29,940	25,000	29,860	4,860	19.4%		
107.05.557.030.41.18	CHAMBER OF COMMERCE	40,000	40,000	35,000	29,860	(5,140)	-14.7%		
107.05.557.030.41.27	Chamber/City of Chehalis - Utility Project	-	50,000	-	-	-	0.0%		
107.05.557.030.41.21	CHE. BRIDAL SHOW-PREMIER BROADCASTERS	12,411	11,534	-	-	-	0.0%		
107.05.557.030.41.22	REC. PARK IMPROVEMENT MASTERPLAN	-	-	-	-	-	0.0%		
107.05.557.030.41.24	CHEHALIS RENAISSANCE TEAM	41,496	20,573	32,500	29,860	(2,640)	-8.1%		
107.05.557.030.41.20	CITY REC DEPT - YOUTH TOURNAMENTS	9,898	8,000	15,000	-	(15,000)	-100.0%		
107.05.557.030.41.28	SOUTHWEST WASHINGTON FAIRGROUNDS	-	10,000	-	-	-	0.0%		
107.05.557.030.41.29	CHEHALIS-CENTRALIA RAILROAD MUSEUM	-	37,652	-	-	-	0.0%		
107.05.557.030.41.10	ARTrails	-	5,000	2,500	-	(2,500)	-100.0%		
Total Tourism Outreach		208,646	279,633	185,000	149,300	(35,700)	-19.3%		
Capital Expenditures									
107.05.594.019.64.13	MACHINERY & EQUIP-WEBSITE REDESIGN	-	-	-	-	-	0.0%		
107.05.594.079.63.00	OTHER IMPROVEMENTS	-	-	-	-	-	0.0%		
107.05.594.079.64.00	MACHINERY & EQUIPMENT	-	-	-	-	-	0.0%		
Total Capital Expenditures		-	-	-	-	-	0.0%		
Transfers Out									
107.05.597.000.05.01	TRANSFER OUT - FUND 001	-	-	-	37,340	37,340	0.0%		
107.05.597.000.05.20	TRANSFER OUT - FUND 200	-	63,396	71,563	71,346	(217)	-0.3%		
107.05.597.000.05.31	TRANSFER OUT - FUND 301	-	182,000	-	-	-	0.0%		
Total Transfers Out		-	245,396	71,563	108,686	37,123	51.9%		
TOTAL EXPENDITURES		\$ 208,646	\$ 525,029	\$ 256,563	\$ 257,986	\$ 1,423	0.6%		
ENDING CASH, DECEMBER 31		\$ 420,501	\$ 110,053	\$ 72,990	\$ 50,074	\$ (22,916)	-31.4%		
TOTAL APPROPRIATION		\$ 629,147	\$ 635,082	\$ 329,553	\$ 308,060	\$ (21,493)	-6.5%		

COMPENSATED ABSENCES RESERVE 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.

2022 Goals and Objective:

The 2022 budget for the Compensated Absences Reserve Fund is \$61,700 which is for three anticipated General Fund retirees' accrual cash outs in 2022. No additional funding is received in 2022.

COMPENSATED ABSENCES RESERVE FUND (110) SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

Compensated Absences Reserve Fund	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
REVENUE SOURCE						
Interest Earnings	\$ 3,067	\$ 1,112	\$ 400	\$ 240	\$ (160)	-40.0%
Transfers in	100,000	-	200,000	-	(200,000)	-100.0%
TOTAL REVENUES	\$ 103,067	\$ 1,112	\$ 200,400	\$ 240	\$ (200,160)	-99.9%
EXPENDITURES						
Salaries & Wages	-	-	164,100	58,900	(105,200)	-64.1%
Benefits	-	-	34,400	2,800	(31,600)	-91.9%
Interfund Service	-	-	(47,500)	-	47,500	-100.0%
TOTAL EXPENDITURES	\$ -	\$ -	\$ 151,000	\$ 61,700	\$ (89,300)	-59.1%
Increase (Decrease) in Fund Balance	103,067	1,112	49,400	(61,460)	(110,860)	-224.4%
Beginning Cash, January 1	93,841	196,908	198,020	247,420	49,400	24.9%
ENDING CASH, DECEMBER 31	\$ 196,908	\$ 198,020	\$ 247,420	\$ 185,960	\$ (61,460)	-24.8%

FUND: 110 - COMPENSATED ABSENCES RESERVE FUND		REVENUES (110)						
Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change	
REVENUE SOURCE								
Interest Earnings								
110.361.011.00	INTEREST EARNINGS	\$ 3,067	\$ 1,112	\$ 400	\$ 240	\$ (160)	-40.0%	
Total Interest Earnings		3,067	1,112	400	240	(160)	-40.0%	
Transfers In								
110.397.000.01	TRANSFER IN - FUND 001	100,000	-	200,000	-	(200,000)	-100.0%	
Total Transfers In		100,000	-	200,000	-	(200,000)	-100.0%	
TOTAL REVENUES		\$ 103,067	\$ 1,112	\$ 200,400	\$ 240	\$ (200,160)	-99.9%	
BEGINNING CASH, JANUARY 1		\$ 93,841	\$ 196,908	\$ 198,020	\$ 247,420	\$ 49,400	24.9%	
TOTAL APPROPRIATION		\$ 196,908	\$ 198,020	\$ 398,420	\$ 247,660	\$ (150,760)	-37.8%	

FUND:	110 - COMPENSATED ABSENCES RESERVE FUND	EXPENDITURES (110)
DEPARTMENT:	47 - COMPENSATED ABSENCES	

Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
EXPENDITURES							
Administrative Departments							
110.47.512.050.11.00	SALARIES AND WAGES - COURT	\$ -	\$ -	\$ -	\$ 36,300	\$ 36,300	0.0%
110.47.512.050.21.00	PERSONNEL BENEFITS - COURT	-	-	-	2,800	2,800	0.0%
110.47.514.020.11.00	SALARIES AND WAGES - CLERK	-	-	30,900	-	\$ (30,900)	-100.0%
110.47.514.020.1C.00	WAGE CONTRA EXP - CLERK	-	-	(11,200)	-	11,200	-100.0%
110.47.514.020.21.00	PERSONNEL BENEFITS - CLERK	-	-	2,400	-	(2,400)	-100.0%
110.47.514.020.2C.00	BENEFIT CONTRA EXP -CLERK	-	-	(900)	-	900	-100.0%
110.47.514.023.11.00	SALARIES AND WAGES - FINANCE	-	-	29,200	-	(29,200)	-100.0%
110.47.514.023.1C.00	WAGE CONTRA EXP -FINANCE	-	-	(15,200)	-	15,200	-100.0%
110.47.514.023.21.00	PERSONNEL BENEFITS - FINANCE	-	-	2,300	-	(2,300)	-100.0%
110.47.514.023.2C.00	BENEFIT CONTRA EXP - FINANCE	-	-	(1,200)	-	1,200	-100.0%
110.47.518.010.11.00	SALARIES AND WAGES - HR	-	-	52,200	-	(52,200)	-100.0%
110.47.518.010.21.00	PERSONNEL BENEFITS - HR	-	-	4,100	-	(4,100)	-100.0%
110.47.518.019.1C.00	WAGE CONTRA EXP - HR	-	-	(19,000)	-	19,000	-100.0%
110.47.518.019.2C.00	BENEFIT CONTRA EXP - HR	-	-	(1,500)	-	1,500	-100.0%
Total Administrative Departments		-	-	72,100	39,100	(33,000)	-45.8%
Police							
110.47.521.010.11.00	SALARIES AND WAGES	-	-	-	-	-	0.0%
110.47.521.010.21.00	PERSONNEL BENEFITS	-	-	-	-	-	0.0%
110.47.521.021.11.00	SALARIES AND WAGES	-	-	-	-	-	0.0%
110.47.521.021.12.00	OVERTIME	-	-	-	-	-	0.0%
110.47.521.021.21.00	PERSONNEL BENEFITS	-	-	-	-	-	0.0%
110.47.521.022.11.00	SALARIES AND WAGES	-	-	48,100	22,600	(25,500)	-53.0%
110.47.521.022.12.00	OVERTIME	-	-	3,700	-	(3,700)	-100.0%
110.47.521.022.21.00	PERSONNEL BENEFITS	-	-	-	-	-	0.0%
Total Police		-	-	51,800	22,600	(29,200)	-56.4%
Fire							
110.47.522.010.11.00	SALARIES AND WAGES	-	-	-	-	-	0.0%
110.47.522.010.11.02	SALARIES AND WAGES-ADMIN	-	-	-	-	-	0.0%
110.47.522.010.21.00	PERSONNEL BENEFITS	-	-	-	-	-	0.0%
110.47.522.010.21.02	PERSONNEL BENEFITS-ADMIN	-	-	26,800	-	(26,800)	-100.0%
110.47.522.020.12.00	OVERTIME	-	-	-	-	-	0.0%
110.47.522.020.21.00	PERSONNEL BENEFITS	-	-	300	-	(300)	-100.0%
Total Fire		-	-	27,100	-	(27,100)	-100.0%
TOTAL EXPENDITURES		\$ -	\$ -	\$ 151,000	\$ 61,700	\$ (89,300)	-59.1%
ENDING CASH, DECEMBER 31		\$ 196,908	\$ 198,020	\$ 247,420	\$ 185,960	\$ (61,460)	-24.8%
TOTAL APPROPRIATION		\$ 196,908	\$ 198,020	\$ 398,420	\$ 247,660	\$ (150,760)	-37.8%

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LEOFF 1 RETIREE OPEB RESERVE FUND (115)

Department 60

Purpose:

The 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 plan 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 conditions 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 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 1, 2021, there are thirteen (13) LEOFF 1 retired members (5 firefighter retirees, 6 police retirees, and 2 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.

On 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.

In October 2019, actuarial valuation of the City of Chehalis Firefighter's Pension Fund was performed by Milliman, Inc. The actuarial valuation report provided that as of January 1, 2019, the actuarial present value of future excess pension benefits to be provided by the City is \$152,453 and that the Firemen's Pension Fund has access funds.

With the 2020 budget adoption, the City Council dedicated future pension levy (a portion of the regular property tax levy at 22.5 cents per \$1,000 assessed value) to be provided to this fund.

2022 Budget

2022 Proposed Budget includes a transfer in of \$205,800 of the regular property tax at \$0.225 /1000 AV. 2022 expenditure budget includes the following:

- \$71,900 for LEOFF 1 Police retirees
- \$59,700 for LEOFF 1 Firefighter retirees
- \$25,100 for pre-LOEFF Firefighter retirees

**LEOFF 1 OPEB RESERVE FUND (115)
SUMMARY BY REVENUE AND EXPENDITURE CATEGORY**

LEOFF 1 OPEB Reserve Fund	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
<u>REVENUE SOURCE</u>						
Interest Earnings	\$ -	\$ 320	\$ 100	\$ 100	\$ -	0.0%
Transfers in - Fund 001	-	172,852	166,000	205,800	39,800	24.0%
TOTAL REVENUES	\$ -	\$ 173,172	\$ 166,100	\$ 205,900	\$ 39,800	24.0%
<u>EXPENDITURES</u>						
Benefits	\$ -	\$ 139,565	\$ 168,300	\$ 156,700	\$ (11,600)	-6.9%
TOTAL EXPENDITURES	\$ -	\$ 139,565	\$ 168,300	\$ 156,700	\$ (11,600)	-6.9%
Increase (Decrease) in Fund Balance	-	33,607	(2,200)	49,200	51,400	-2336.4%
Beginning Cash, January 1	-	-	33,607	31,407	(2,200)	-6.5%
ENDING CASH, DECEMBER 31	\$ -	\$ 33,607	\$ 31,407	\$ 80,607	\$ 49,200	156.7%

FUND: 115 - LEOFF 1 OPEB RESERVE FUND		REVENUES (115)						
Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change	
REVENUE SOURCE								
Interest Earnings								
115.361.011.00	INTEREST EARNINGS	\$ -	\$ 320	\$ 100	\$ 100	\$ -	0.0%	
Total Interest Earnings		-	320	100	100	-	0.0%	
Transfers In								
115.397.000.01	TRANSFERS IN - FUND 001	-	172,852	166,000	205,800	39,800	24.0%	
115.397.000.61	TRANSFERS IN - FUND 611	-	-	-	-	-	0.0%	
Total Transfers In		-	172,852	166,000	205,800	39,800	24.0%	
TOTAL REVENUES		\$ -	\$ 173,172	\$ 166,100	\$ 205,900	\$ 39,800	24.0%	
BEGINNING CASH, JANUARY 1		\$ -	\$ -	\$ 33,607	\$ 31,407	\$ (2,200)	-6.5%	
TOTAL REVENUE APPROPRIATION		\$ -	\$ 173,172	\$ 199,707	\$ 237,307	\$ 37,600	18.8%	

FUND:	115 - LEOFF 1 OPEB RESERVE FUND	EXPENDITURES (115)
DEPARTMENT:	60 LEOFF 1 OPEB	

Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change 2021-2022
EXPENDITURES							
Administration							
115.60.517.020.41.00	PROFESSIONAL SERVICES	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Total Administration		-	-	-	-	-	0.0%
Pension & Medical Benefits							
115.60.517.021.29.00	LEOFF 1 MEDICAL - PD	\$ -	\$ 52,017	\$ 74,700	71,900	(2,800)	-3.7%
115.60.517.021.29.01	LEOFF 1 MEDICAL - FIRE	-	57,242	59,100	59,700	600	1.0%
115.60.517.021.29.03	LEOFF 1 MEDICAL - PRE-LEOFF FIRE	-	30,306	34,500	25,100	(9,400)	-27.2%
Total Pension & Medical Benefits		-	139,565	168,300	156,700	(11,600)	-6.9%
TOTAL EXPENDITURES		\$ -	\$ 139,565	\$ 168,300	\$ 156,700	\$ (11,600)	-6.9%
ENDING CASH, DECEMBER 31		\$ -	\$ 33,607	\$ 31,407	\$ 80,607	\$ 49,200	156.7%
TOTAL APPROPRIATION		\$ -	\$ 173,172	\$ 199,707	\$ 237,307	\$ 37,600	18.8%

1982-93 COMMUNITY DEV. BLOCK GRANT FUND (195)

Fund 195 Department 46

Purpose:

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

At September 1, 2020, 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 2022:

There are no significant changes anticipated in 2022.

COMMUNITY DEVELOPMENT BLOCK GRANT FUND (195)
SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

Community Development Block Grant Fund	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
REVENUE SOURCE						
Loan Repayment	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Interest Earnings	464	138	50	25	(25)	-50.0%
Transfer in		-	-	-	-	0.0%
TOTAL REVENUES	\$ 464	\$ 138	\$ 50	\$ 25	\$ (25)	-50.0%
EXPENDITURES						
Services	\$ 200	\$ -	\$ 1,000	\$ 1,000	\$ -	0.0%
TOTAL EXPENDITURES	\$ 200	\$ -	\$ 1,000	\$ 1,000	\$ -	0.0%
Increase (Decrease) in Fund Balance	264	138	(950)	(975)	(25)	2.6%
Beginning Cash, January 1	24,190	24,454	24,592	23,642	(950)	-3.9%
ENDING CASH, DECEMBER 31	\$ 24,454	\$ 24,592	\$ 23,642	\$ 22,667	\$ (975)	-4.1%

FUND: 195 - COMMUNITY DEVELOPMENT BLOCK GRANT FUND		REVENUES (195)					
Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Changes 2021-2022	% Change
REVENUE SOURCE							
Charges for Services							
195.343.095.00	ABATEMENT CHARGES	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
195.345.090.00	LOAN PRINCIPAL	-	-	-	-	-	0.0%
Total Charges for Services		-	-	-	-	-	0.0%
Interest Earnings							
195.361.011.00	INTEREST EARNINGS	464	138	50	25	(25)	-50.0%
Total Interest Earnings		464	138	50	25	(25)	-50.0%
Transfers In							
195.397.000.01	TRANSFER IN - FUND 001	-	-	-	-	-	0.0%
195.397.000.07	TRANSFER IN - FUND 197	-	-	-	-	-	0.0%
Total Transfers		-	-	-	-	-	0.0%
TOTAL REVENUE		\$ 464	\$ 138	\$ 50	\$ 25	\$ (25)	-50.0%
BEGINNING CASH, JANUARY 1		\$ 24,190	\$ 24,454	\$ 24,592	\$ 23,642	\$ (950)	-3.9%
TOTAL APPROPRIATION		\$ 24,654	\$ 24,592	\$ 24,642	\$ 23,667	\$ (975)	-4.0%

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

Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
EXPENDITURES							
Administration							
195.46.559.030.41.00	PROFESSIONAL SERVICES	\$ 200	\$ -	\$ 1,000	\$ 1,000	\$ -	0.0%
Total Administration		200	-	1,000	1,000	-	0.0%
TOTAL EXPENDITURES		\$ 200	\$ -	\$ 1,000	\$ 1,000	\$ -	0.0%
ENDING CASH, DECEMBER 31		\$ 24,454	\$ 24,592	\$ 23,642	\$ 22,667	\$ (975)	-4.1%
TOTAL APPROPRIATION		\$ 24,654	\$ 24,592	\$ 24,642	\$ 23,667	\$ (975)	-4.0%

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HUD BLOCK GRANT FUND (197)

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, 2020, 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 2022:

No significant changes are currently planned for 2022; 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.

HUD BLOCK GRANT FUND (197) SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

HUD Block Grant Fund	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
REVENUE SOURCE						
Loan Repayment	\$ -	\$ -	\$ -	\$ -	-	0.0%
Interest Earnings	1,668	497	180	85	(95)	-52.8%
TOTAL REVENUES	\$ 1,668	\$ 497	\$ 180	\$ 85	\$ (95)	-52.8%
EXPENDITURES						
Services	\$ -	\$ -	\$ 2,000	\$ 2,000	-	0.0%
TOTAL EXPENDITURES	\$ -	\$ -	\$ 2,000	\$ 2,000	\$ -	0.0%
Increase (Decrease) in Fund Balance	1,668	497	(1,820)	(1,915)	(95)	5.2%
Beginning Cash, January 1	86,259	87,927	88,424	86,604	(1,820)	-2.1%
ENDING CASH, DECEMBER 31	\$ 87,927	\$ 88,424	\$ 86,604	\$ 84,689	\$ (1,915)	-2.2%

FUND: 197 - HUD BLOCK GRANT FUND		REVENUES (197)					
Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
REVENUE SOURCE							
Intergovernmental Revenues							
197.345.090.00	LOAN PRINCIPAL	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Total Intergovernmental Revenues		-	-	-	-	-	0.0%
Interest Earnings							
197.361.011.00	INTEREST EARNINGS	1,668	497	180	85	(95)	-52.8%
Total Interest Earnings		1,668	497	180	85	(95)	-52.8%
TOTAL REVENUES		\$ 1,668	\$ 497	\$ 180	\$ 85	\$ (95)	-52.8%
BEGINNING CASH, JANUARY 1		\$ 86,259	\$ 87,927	\$ 88,424	\$ 86,604	\$ (1,820)	-2.1%
TOTAL APPROPRIATION		\$ 87,927	\$ 88,424	\$ 88,604	\$ 86,689	\$ (1,915)	-2.2%

FUND:	197 - HUD BLOCK GRANT FUND	EXPENDITURES (197)
DEPARTMENT:	07 - HUD BLOCK GRANT	

Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
EXPENDITURES							
Administration							
197.07.576.080.41.00	PROFESSIONAL SERVICES	\$ -	\$ -	\$ 2,000	\$ 2,000	\$ -	0.0%
Total Administration		-	-	2,000	2,000	-	0.0%
TOTAL EXPENDITURES		\$ -	\$ -	\$ 2,000	\$ 2,000	\$ -	0.0%
ENDING CASH, DECEMBER 31		\$ 87,927	\$ 88,424	\$ 86,604	\$ 84,689	\$ (1,915)	-2.2%
TOTAL APPROPRIATION		\$ 87,927	\$ 88,424	\$ 88,604	\$ 86,689	\$ (1,915)	-2.2%

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FEDERAL GRANT CONTROL FUND (199)

Purpose:

This fund was established in 2012 and used to track and manage various federal and state grant funds received and has not had any activity since 2015. With receipt of the Coronavirus Local Fiscal Recovery Funds under the American Rescue Plan Act (ARPA) of 2021, this fund was re-activated to track and manage the ARPA funds. Federal funds are received into this fund and disbursed to other city funds that incur eligible costs as approved by the City Council on a cost reimbursement basis.

The ARPA funds are restricted funds and must only be used for the eligible costs defined in the U.S. Treasury Interim Final Rules and must comply with the Federal procurement rules and regulations. Expenditure of the ARPA funds is subject to the State Auditor's Single Audit (Federal Grant Audit). The City also must submit an annual reporting to the U.S. Treasury.

The City must use the ARPA funds by December 31, 2024.

2021 Accomplishments:

The total amount of the ARPA funds allocated to the City of Chehalis is \$2,138,686. One half of the total allocated amount is to be distributed to the City in 2021 with the other one half scheduled to be distributed to the City in 2022. The City has received \$1,068,299 in June 2021.

On August 9, 2021, the City Council approved and committed \$335,181 of the ARPA funds to supplement the costs associated with the preparation of the temporary (interim) fire station project.

2022 Goals and Objectives:

- Receive the second disbursement of \$1,069,343.
- To identify projects and programs to use the ARPA funds and allocate budget.
- To establish timeline for use of the ARPA funds.
- 2022 budget includes \$120,000 transfer out to the General Fund to provide funding for police body camera purchase and \$300,000 for staffing of one police officer and two firefighter positions that were left unfilled in 2020/2021 due to anticipated revenue loss from the COVID-19 pandemic.

FEDERAL GRANT CONTROL FUND (199) SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

Federal Grant Control Fund	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021- 2022	% Change
REVENUE SOURCE						
Intergovernmental Grant	\$ -	\$ -	\$ 1,066,299	\$ 1,069,343	\$ 3,044	0.3%
Interest Earnings	-	-	-	100	100	0.0%
TOTAL REVENUES	\$ -	\$ -	\$ 1,066,299	\$ 1,069,443	\$ 3,144	0.3%
EXPENDITURES						
Services	\$ -	\$ -	\$ -	\$ -	-	0.0%
Transfers Out	-	-	335,181	420,000	84,819	25.3%
TOTAL EXPENDITURES	\$ -	\$ -	\$ 335,181	\$ 420,000	\$ 84,819	25.3%
Increase (Decrease) in Fund Balance	-	-	731,118	649,443	(81,675)	-11.2%
Beginning Cash, January 1	-	-	-	731,118	731,118	0.0%
ENDING CASH, DECEMBER 31	\$ -	\$ -	\$ 731,118	\$ 1,380,561	\$ 649,443	88.8%

FUND: 199 - FEDERAL GRANT CONTROL FUND		REVENUES (199)					
Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Total Proposed Budget	Change 2021-2022	% Change
REVENUE SOURCE							
Intergovernmental Revenues							
199.331.021.01	US TREASURY - CORONAVIRUS SLFRF	\$ -	\$ -	\$ 1,066,299	\$ 1,069,343	\$ 3,044	0.3%
Total Intergovernmental Revenues		-	-	1,066,299	1,069,343	3,044	0.3%
Interest Earnings							
199.361.011.00	INTEREST EARNINGS	-	-	-	100	100	0.0%
Total Interest Earnings		-	-	-	100	100	0.0%
TOTAL REVENUES		\$ -	\$ -	\$ 1,066,299	\$ 1,069,443	\$ 3,144	0.3%
BEGINNING CASH, JANUARY 1		\$ -	\$ -	\$ -	\$ 731,118	\$ 731,118	0.0%
TOTAL REVENUE APPROPRIATION		\$ -	\$ -	\$ 1,066,299	\$ 1,800,561	\$ 734,262	68.9%

FUND:	199 - FEDERAL GRANT CONTROL FUND	EXPENDITURES (199)
DEPARTMENT:	48 - FEDERAL GRANT CONTROL	

Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
EXPENDITURES							
Transfers Out							
199.48.597.000.05.01	TRANSFERS OUT - FUND 001	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
199.48.597.000.05.01	TRANSFERS OUT - FUND 001	-	-	-	420,000	420,000	0.0%
199.48.597.000.05.31	TRANSFERS OUT - FUND 301	-	-	335,181	-	(335,181)	-100.0%
Total Transfers Out		-	-	335,181	420,000	84,819	25.3%
TOTAL EXPENDITURES		\$ -	\$ -	\$ 335,181	\$ 420,000	\$ 84,819	25.3%
ENDING CASH, DECEMBER 31		\$ -	\$ -	\$ 731,118	\$ 1,380,561	\$ 649,443	88.8%
TOTAL APPROPRIATION		\$ -	\$ -	\$ 1,066,299	\$ 1,800,561	\$ 734,262	68.9%

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GENERAL OBLIGATION BOND FUND (200)

Department 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 the Limited Tax General Obligation (LTGO) Bond, 2019 for the 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 the 2011 LTGO Bond, funds are transferred into this fund from the General Fund and 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 2022:

No significant changes. The 2021 budget for the G.O. Bond Fund is **\$299,515** which includes the following debt service payments:

- \$97,375 for 2011 LTGO Bond (WA/WW/City Hall) principal and interest
- \$71,346 for 2019 LTGO Bond (Rec Park) principal and interest
- \$130,494 for 2020 LTGO Bond (Fire Station) principal and interest
- \$300 for annual fiscal services fee relating to 2011 LTGO Bond.

GENERAL OBLIGATION BOND FUND (200) SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

General Obligation Bond Fund	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
REVENUE SOURCE						
Transfers in	\$ 99,863	\$ 160,914	\$ 301,934	\$ 299,516	\$ (2,418)	-0.8%
TOTAL REVENUES	\$ 99,863	\$ 160,914	\$ 301,934	\$ 299,516	\$ (2,418)	-0.8%
EXPENDITURES						
Debt Service	\$ 99,863	\$ 160,910	\$ 301,934	\$ 299,515	\$ (2,419)	-0.8%
TOTAL EXPENDITURES	\$ 99,863	\$ 160,910	\$ 301,934	\$ 299,515	\$ (2,419)	-0.8%
Increase (Decrease) in Fund Balance	-	4	-	1	1	0.0%
Beginning Cash, January 1	1	1	5	5	-	0.0%
ENDING CASH, DECEMBER 31	\$ 1	\$ 5	\$ 5	\$ 6	\$ 1	20.0%

FUND: 200 - GENERAL OBLIGATION BOND FUND		REVENUES (200)					
Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change 2021-2022
REVENUE SOURCE							
Interest Earnings							
200.361.011.00	INTEREST EARNINGS	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Total Interest Earnings		-	-	-	-	-	0.0%
Other Financing Source							
200.391.010.00	PROCEEDS OF LONG-TERM DEBT	-	-	-	-	-	0.0%
Total Other Financing Source		-	-	-	-	-	0.0%
Transfers In							
200.397.000.01	TRANSFER IN - FUND 001	24,966	24,380	25,044	24,419	(625)	-2.5%
200.397.000.07	TRANSFER IN - FUND 107		63,396	71,563	71,346	(217)	-0.3%
200.397.000.35	TRANSFER IN - FUND 305	40,944	39,982	130,196	130,494	298	0.2%
200.397.000.36	TRANSFER IN - FUND 306	33,953	33,156	75,131	73,257	(1,874)	-2.5%
Total Transfers In		99,863	160,914	301,934	299,516	(2,418)	-0.8%
TOTAL REVENUES		\$ 99,863	\$ 160,914	\$ 301,934	\$ 299,516	\$ (2,418)	-0.8%
BEGINNING CASH, JANUARY 1		\$ 1	\$ 1	\$ 5	\$ 5	\$ -	0.0%
TOTAL REVENUE APPROPRIATION		\$ 99,864	\$ 160,915	\$ 301,939	\$ 299,521	\$ (2,418)	-0.8%

FUND:	200 - GENERAL OBLIGATION BOND FUND	EXPENDITURES (200)
DEPARTMENT:	OC - GENERAL DEBT SERVICE	

Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
EXPENDITURE							
Debt Service Principal							
200.OC.591.034.71.00	G.O. BONDS - PRINCIPAL - 2011 LTGO CITYHALL	75,000	75,000	80,000	80,000	-	0.0%
200.OC.591.076.71.01	G.O. BONDS - PRINCIPAL - 2019 LTGO PARKS	-	45,000	52,000	53,000	1,000	1.9%
200.OC.591.022.71.02	G.O. BONDS - PRINCIPAL - 2020 LTGO FIRE	-	-	102,000	104,000	2,000	2.0%
Total Debt Service Principal		75,000	120,000	234,000	237,000	3,000	1.3%
Debt Service Interest							
200.OC.592.014.83.00	L/T DEBT - INTEREST - 2011 LTGO CITY HALL	24,563	22,219	19,875	17,375	(2,500)	-12.6%
200.OC.592.076.83.01	L/T DEBT - INTEREST - 2019 LTGO PARKS	-	18,391	19,563	18,346	(1,217)	-6.2%
200.OC.592.022.83.02	L/T DEBT - INTEREST - 2020 LTGO FIRE	-	-	28,196	26,494	(1,702)	-6.0%
200.OC.592.014.89.00	OTHER INTEREST & DEBT SVC COSTS	300	300	300	300	-	0.0%
Total Debt Service Interest		24,863	40,910	67,934	62,515	(5,419)	-8.0%
TOTAL EXPENDITURES		\$ 99,863	\$ 160,910	\$ 301,934	\$ 299,515	\$ (2,419)	-0.8%
ENDING CASH, DECEMBER 31		\$ 1	\$ 5	\$ 5	\$ 6	\$ 1	20.0%
TOTAL APPROPRIATION		\$ 99,864	\$ 160,915	\$ 301,939	\$ 299,521	\$ (2,418)	-0.8%

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PUBLIC FACILITIES RESERVE FUND (301)

Department 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.

2021 Accomplishments:

- Completed Recreation Park and Penny Playground project
- Provided funding for temporary fire station relocation project including site improvement construction, fire apparatus building acquisition, and purchase of a modular building.
- Estimated 2021 year-end fund balance of \$410,521 includes the following:
 - \$140,000 private donations restricted for Recreation Park related costs
 - \$40,000 ear-marked for Westside Park and Lintott/Alexander Park improvement projects.
 - \$230,521 for remaining commitment for the temporary fire station project and other future facilities improvement projects identified in the City's CIP list and approved by the City Council.

2022 Goals and Objectives:

- \$200,000 transfer in from the General Fund to provide reserves for future fire station project
- \$50,000 is requested for remodeling of the Recreation Department front counter and workspace and adding an office for Finance Department.
- \$80,000 is requested for purchase of police evidence garage.
- \$180,000 transfer-out includes \$140,000 remaining balance of private donations received for the Recreation Park project and \$40,000 committed for future improvements to Westside and Lintott/Alexander Park to the new Park Improvement Fund (303).

PUBLIC FACILITIES RESERVE FUND (301) SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

Public Facilities Reserve Fund	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
REVENUE SOURCE						
Intergovernmental Grants	\$ 992,416	\$ 475,424	\$ 153,560	\$ -	\$ (153,560)	-100.0%
Interest Earnings	19,823	4,244	500	250	(250)	-50.0%
Donations and other	1,312,134	276,839	35,441	-	(35,441)	-100.0%
G.O. Bond Issue	894,000	1,724,000	-	-	-	0.0%
Insurance Recovery	-	-	147,300	-	(147,300)	-100.0%
Transfers in	289,432	189,854	375,181	200,000	(175,181)	-46.7%
TOTAL REVENUES	\$3,507,805	\$2,670,361	\$ 711,982	\$ 200,250	\$ (511,732)	-71.9%
EXPENDITURES						
Services	\$ 28,358	\$ -	\$ 160,580	\$ -	\$ (160,580)	-100.0%
Capital Outlay	2,739,056	2,778,882	1,099,605	130,000	(969,605)	-88.2%
Debt Issuance Cost	13,034	-	-	-	-	0.0%
Transfer out	-	-	-	180,000	180,000	0.0%
TOTAL EXPENDITURES	\$2,780,448	\$2,778,882	\$1,260,185	\$ 310,000	\$ (950,185)	-75.4%
Increase (Decrease) in Fund Balance	727,357	(108,521)	(548,203)	(109,750)	438,453	-80.0%
Beginning Cash, January 1	339,638	1,066,995	958,474	410,271	(548,203)	-57.2%
ENDING CASH, DECEMBER 31	\$1,066,995	\$ 958,474	\$ 410,271	\$ 300,521	\$ (109,750)	-26.8%

FUND: 301 - PUBLIC FACILITIES RESERVE FUND		REVENUES (301)					
Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
REVENUE SOURCE							
Intergovernmental Revenue							
301.333.015.91	INDIRECT FEDERAL - DEPT INTERIOR / RCO	\$ 500,000	\$ -	\$ -	\$ -	\$ -	0.0%
301.334.002.70	STATE GRANT - RCO	492,416	222,584	135,000	-	(135,000)	-100.0%
301.334.003.60	STATE GRANT - DEPT OF TRANSPORTATION	-	-	-	-	-	0.0%
301.334.004.21	STATE GRANT - COMMERCE/CHEHALIS FOUNDA	-	252,840	-	-	-	0.0%
301.337.000.10	WCIA GRANT	-	-	18,560	-	(18,560)	-100.0%
Total Intergovernmental Revenues		992,416	475,424	153,560	-	(153,560)	-100.0%
Interest Earnings							
301.361.011.00	INTEREST EARNINGS	19,823	4,244	500	250	(250)	-50.0%
Total Interest Earnings		19,823	4,244	500	250	(250)	-50.0%
Rents & Lease Revenues							
301.362.000.00	RENTS AND LEASES	-	-	19,850	-	(19,850)	-100.0%
Total Rents and Lease Revenues		-	-	19,850	-	(19,850)	-100.0%
Miscellaneous Revenues							
301.367.011.71	DONATIONS - BALLFIELD	10,000	-	-	-	-	0.0%
301.367.011.76	DONATIONS - BALLFIELD - CHEHALIS FOUNDATI	652,134	86,839	6,000	-	(6,000)	-100.0%
301.367.011.77	DONATIONS - PENNY PLAYGROUND-FOUNDATIC	650,000	190,000	9,591	-	(9,591)	-100.0%
Total Miscellaneous Revenues		1,312,134	276,839	15,591	-	(15,591)	-100.0%
Other Financing Source:							
301.391.010.01	G.O. BOND ISSUE - PAR	894,000	1,724,000	-	-	-	0.0%
301.395.010.01	SALE OF SURPLUS PROPERTY	-	-	-	-	-	0.0%
301.395.020.00	INS RECOVERY - CAPITALASSETS	-	-	147,300	-	-	0.0%
Total Other Financing Source		894,000	1,724,000	147,300	-	-	0.0%
Transfers In							
301.397.000.01	TRANSFER IN - FUND 001	284,000	7,854	40,000	200,000	160,000	400.0%
301.397.000.02	TRANSFER IN - FUND 102	5,432	-	-	-	-	0.0%
301.397.000.07	TRANSFER IN - FUND 107	-	182,000	-	-	-	0.0%
301.397.000.19	TRANSFER IN - FUND 199	-	-	335,181	-	-	0.0%
301.397.000.32	TRANSFER IN - FUND 302	-	-	-	-	-	0.0%
301.397.000.35	TRANSFER IN - FUND 305	-	-	-	-	-	0.0%
301.397.000.36	TRANSFER IN - FUND 306	-	-	-	-	-	0.0%
Total Transfers In		289,432	189,854	375,181	200,000	160,000	42.6%
TOTAL REVENUES		\$ 3,507,805	\$ 2,670,361	\$ 711,982	\$ 200,250	\$ (511,732)	-71.9%
BEGINNING CASH, JANUARY 1		\$ 339,638	\$ 1,066,995	\$ 958,474	\$ 410,271	\$ (548,203)	-57.2%
TOTAL REVENUE APPROPRIATION		\$ 3,847,443	\$ 3,737,356	\$ 1,670,456	\$ 610,521	\$ (1,059,935)	-63.5%

FUND:	301 - PUBLIC FACILITIES RESERVE FUND	EXPENDITURES (301)
DEPARTMENT:	44 - PUBLIC FACILITIES	

Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
EXPENDITURES							
Debt Service							
301.44.592.076.84.00	DEBT ISSUANCE COST	\$ 13,034	\$ -	\$ -	\$ -	\$ -	0.0%
301.44.592.022.84.00	DEBT ISSUANCE COST	-	23,665	-	-	-	0.0%
Total Debt Service		13,034	23,665	-	-	-	0.0%
Repairs and Maintenance							
301.44.518.030.48.00	REPAIRS & MAINTENANCE - PW FAC SHOP	23,814	-	-	-	-	0.0%
301.44.575.050.48.00	REPAIRS & MAINTENANCE - ACTIVITY BLDG	4,544	-	-	-	-	0.0%
301.44.576.080.48.03	REPAIRS & MAINTENANCE - REC PARK	-	-	147,300	-	(147,300)	-100.0%
Total Repairs and Maintenance		28,358	-	147,300	-	(147,300)	-100.0%
Rent & Leases							
301.44.522.010.40.03	EXTERNAL TAXES - FIRE	-	-	2,550	-	(2,550)	-100.0%
301.44.522.050.45.00	RENTS/LEASES - FIRE	-	-	10,730	-	(10,730)	-100.0%
Total Rents & Leases		-	-	13,280	-	(13,280)	-100.0%
Capital Outlay							
301.44.594.018.62.00	BLDGS/STRUCTURES - REC/FINANCE BLDG	-	-	-	50,000	50,000	0.0%
301.44.594.021.62.00	BLDGS/STRUCTURES - EVIDENCE GRAGE	-	-	-	80,000	80,000	0.0%
301.44.594.022.61.00	LAND - FIRE STATION	1,500	1,169,825	-	-	-	0.0%
301.44.594.022.61.01	LAND - FIRE STATION	-	35,000	425,221	-	(425,221)	-100.0%
301.44.594.022.62.00	BLDGS/STRUCTURES - FIRE STATION	-	101,928	347,856	-	(347,856)	-100.0%
301.44.594.072.62.00	BLDGS/STRUCTURES - LIBRARY	-	-	-	-	-	0.0%
301.44.594.076.11.00	SALARIES AND WAGES	4,395	-	-	-	-	0.0%
301.44.594.076.12.00	OVERTIME	433	-	-	-	-	0.0%
301.44.594.076.21.00	PERSONNEL BENEFITS	1,206	-	-	-	-	0.0%
301.44.594.076.63.00	OTHER IMPROVEMENTS - POOL	1,252	303,287	15,828	-	(15,828)	-100.0%
301.44.594.076.63.01	OTHER IMPROVEMENTS-REC PARK PROJECT	2,730,270	1,145,177	225,700	-	(225,700)	-100.0%
301.44.594.076.63.02	IMPROVEMENTS-WESTSIDE PARKS	-	-	20,000	-	-	0.0%
301.44.594.076.63.03	IMPROVEMENTS-LINLOTT/ALEXANDER PARKS	-	-	20,000	-	-	0.0%
301.44.594.076.64.00	MACHINERY & EQUIPMENT	-	-	45,000	-	(45,000)	-100.0%
Total Capital Outlay		2,739,056	2,755,217	1,099,605	130,000	(929,605)	-84.5%
Transfers Out							
301.44.597.000.05.33	TRANSFER OUT - FUND 303	-	-	-	180,000	180,000	0.0%
Total Transfers Out		-	-	-	180,000	180,000	0.0%
TOTAL EXPENDITURES		\$ 2,780,448	\$ 2,778,882	\$ 1,260,185	\$ 310,000	\$ (950,185)	-75.4%
ENDING CASH, DECEMBER 31		\$ 1,066,995	\$ 958,474	\$ 410,271	\$ 300,521	\$ (109,750)	-26.8%
TOTAL APPROPRIATION		\$ 3,847,443	\$ 3,737,356	\$ 1,670,456	\$ 610,521	\$ (1,059,935)	-63.5%

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AUTOMOTIVE/EQUIPMENT RESERVE FUND (302)

Department 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.

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

2021 Accomplishments:

- Received \$100,000 transfer in from the General Fund for vehicle replacement reserves
- Received \$100,000 transfer in from the General Fund for financial software system upgrades.
- \$45,000 funding made available for replacement of one police detective car and one used car for the Recreation Department.

2022 Goals and Objectives:

- No additional funding is budgeted in 2022

AUTOMOTIVE EQUIPMENT RESERVE FUND (302) SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

Automotive Equipment Reserve Fund	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
REVENUE SOURCE						
Interest Earnings	\$ 3,815	\$ 1,254	\$ 100	\$ 100	\$ -	0.0%
Insurance Recovery	-	-	6,414	-	(6,414)	-100.0%
Transfers in	181,780	-	200,000	-	(200,000)	-100.0%
TOTAL REVENUES	\$ 185,595	\$ 1,254	\$ 206,514	\$ 100	\$ (206,414)	-100.0%
EXPENDITURES						
Capital Outlay	\$ 39,276	\$ 133,706	\$ 46,500	\$ -	\$ (46,500)	-100.0%
TOTAL EXPENDITURES	\$ 39,276	\$ 133,706	\$ 46,500	\$ -	\$ (46,500)	-100.0%
Increase (Decrease) in Fund Balance	146,319	(132,452)	160,014	100	(159,914)	-99.9%
Beginning Cash, January 1	94,311	240,630	108,178	268,192	160,014	147.9%
ENDING CASH, DECEMBER 31	\$ 240,630	\$ 108,178	\$ 268,192	\$ 268,292	\$ 100	0.0%

FUND:		302 - AUTOMOTIVE EQUIPMENT RESERVE FUND			REVENUES (302)		
Account Number	Actual	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
REVENUE SOURCE							
Interest Earnings							
302.361.011.00	INTEREST EARNINGS	\$ 3,815	\$ 1,254	\$ 100	\$ 100	-	0.0%
Total Interest Earnings		3,815	1,254	100	100	-	0.0%
Miscellaneous Revenues							
302.367.009.21	DONATIONS - POLICE	-	-	-	-	-	0.0%
302.367.009.22	DONATIONS - FIRE DEPT	-	-	-	-	-	0.0%
302.369.010.00	SALE OF SCRAP AND JUNK	-	-	-	-	-	0.0%
302.369.040.00	OTHER JUDGEMENTS & SETTLEMENTS	-	-	-	-	-	0.0%
302.395.020.00	INSURANCE RECOVERY - CAPITAL ASSETS	-	-	6,414	-	(6,414)	-100.0%
Total Miscellaneous Revenues		-	-	6,414	-	(6,414)	-100.0%
Transfers In							
302.397.000.01	TRANSFER IN - FUND 001	181,780	-	200,000	-	(200,000)	-100.0%
302.397.000.31	TRANSFER IN - FUND 301	-	-	-	-	-	0.0%
Total Transfers		181,780	-	200,000	-	(200,000)	-100.0%
TOTAL REVENUES		\$ 185,595	\$ 1,254	\$ 206,514	\$ 100	(206,414)	-100.0%
BEGINNING CASH, JANUARY 1		\$ 94,311	\$ 240,630	\$ 108,178	\$ 268,192	160,014	147.9%
TOTAL APPROPRIATION		\$ 279,906	\$ 241,884	\$ 314,692	\$ 268,292	(46,400)	-14.7%

FUND:	302 - AUTOMOTIVE EQUIPMENT RESERVE FUND	EXPENDITURES (302)
DEPARTMENT:	45 - AUTOMOTIVE EQUIPMENT RESERVE	

Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2020-2021	% Change
EXPENDITURES							
Capital Expenditures							
302.45.594.018.64.00	MACHINERY & EQUIPMENT - ADMIN		\$ -	\$ -	\$ -	\$ -	0.0%
302.45.594.021.64.00	MACHINERY & EQUIPMENT - POLICE	39,276	65,476	31,500	-	(31,500)	-100.0%
302.45.594.022.64.00	MACHINERY & EQUIPMENT - FIRE	-	68,230	-	-	-	0.0%
302.45.594.024.64.00	MACHINERY & EQUIPMENT - CD	-	-	-	-	-	0.0%
302.45.594.042.64.00	MACHINERY & EQUIPMENT - STREET	-	-	-	-	-	0.0%
302.45.594.076.64.00	MACHINERY & EQUIP - PARK&FACILITY	-	-	15,000	-	(15,000)	-100.0%
Total Capital Expenditures		39,276	133,706	46,500	-	(46,500)	-100.0%
TOTAL EXPENDITURES		\$ 39,276	\$ 133,706	\$ 46,500	\$ -	\$ (46,500)	-100.0%
ENDING CASH, DECEMBER 31		\$ 240,630	\$ 108,178	\$ 268,192	\$ 268,292	\$ 100	0.0%
TOTAL APPROPRIATION		\$ 279,906	\$ 241,884	\$ 314,692	\$ 268,292	\$ (46,400)	-14.7%

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PARK IMPROVEMENT FUND (303) Department 70

Purpose:

The Park Improvement Fund is being established with the adoption of 2022 Budget to accumulate and provide funds for capital improvements to the city’s park and recreation facilities including but not limited to:

- Recreation Park
- Penny Playground
- Shaw Aquatic Center
- Stan Hedwall Park
- Lintott Alexander Park
- Westside Park

2022 Goals and Objectives:

- \$180,000 is transferred in from the Public Facilities Reserve Fund, which includes \$140,000 unspent balance of restricted donations received for the Recreation Park project. The other \$40,000 is committed by the City Council for future improvements to the Westside Park and Lintott Alexander Park, \$20,000 each.

SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

Park Improvement Fund	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
<u>REVENUE SOURCE</u>						
Interest Earnings	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Private Contributions	-	-	-	-	-	0.0%
Transfers in	-	-	-	180,000	180,000	0.0%
TOTAL REVENUES	\$ -	\$ -	\$ -	\$ 180,000	\$ 180,000	0.0%
<u>EXPENDITURES</u>						
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
TOTAL EXPENDITURES	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Increase (Decrease) in Fund Balance	-	-	-	180,000	180,000	0.0%
Beginning Cash, January 1	-	-	-	-	-	0.0%
ENDING CASH, DECEMBER 31	\$ -	\$ -	\$ -	\$ 180,000	\$ 180,000	0.0%

FUND: 303 - PARK IMPROVEMENT FUND		REVENUES (303)						
Account Number	Actual	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change	
REVENUE SOURCE								
Interest Earnings								
303.361.011.00	INTEREST EARNINGS	- \$	- \$	-	\$ -	\$ -	0.0%	
Total Interest Earnings		-	-	-	-	-	0.0%	
Miscellaneous Revenues								
303.367.011.71	DONATIONS - REC PARK	-	-	-	-	-	0.0%	
303.367.011.72	DONATIONS - WESTSIDE	-	-	-	-	-	0.0%	
303.367.011.73	DONATIONS - LINTOT/ALEXANDER	-	-	-	-	-	0.0%	
Total Miscellaneous Revenues		-	-	-	-	-	0.0%	
Transfers In								
302.397.071.01	TRANSFER IN - FUND 301 REC PARK	-	-	-	140,000	140,000	0.0%	
302.397.072.01	TRANSFER IN - FUND 301 WESTSIDE	-	-	-	20,000	20,000	0.0%	
302.397.073.01	TRANSFER IN - FUND 301 LINTOTT/ALEXANDER	-	-	-	20,000	20,000	0.0%	
Total Transfers		-	-	-	180,000	180,000	0.0%	
TOTAL REVENUES		\$ -	\$ -	\$ -	\$ 180,000	\$ 180,000	0.0%	
BEGINNING CASH, JANUARY 1		\$ -	\$ -	\$ -	\$ -	\$ -	0.0%	
TOTAL APPROPRIATION		\$ -	\$ -	\$ -	\$ 180,000	\$ 180,000	0.0%	

FUND:	303 - PARKS IMPROVEMENT FUND	EXPENDITURES (303)
DEPARTMENT:	70 - PARKS CAPITAL	

Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
EXPENDITURES							
Capital Expenditures							
303.70.594076.63.01	OTHER IMPROVEMENTS - Rec Park	\$ -	\$ -	\$ -	\$ -	-	0.0%
303.70.594076.63.02	OTHER IMPROVEMENTS -Westside	-	-	-	-	-	0.0%
303.70.594076.63.03	OTHER IMPROVEMENTS - Lintodd/Alexander	-	-	-	-	-	0.0%
303.70.594076.63.04	OTHER IMPROVEMENTS - Acquatic Cener	-	-	-	-	-	0.0%
303.70.594076.63.05	OTHER IMPROVEMENTS - Stan Headwall	-	-	-	-	-	0.0%
Total Capital Expenditures		-	-	-	-	-	0.0%
TOTAL EXPENDITURES		\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
ENDING CASH, DECEMBER 31		\$ -	\$ -	\$ -	\$ 180,000	\$ 180,000	0.0%
TOTAL APPROPRIATION		\$ -	\$ -	\$ -	\$ 180,000	\$ 180,000	0.0%

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FIRST QUARTER PERCENT REET FUND (305)

Department 44

Purpose:

This fund is for the first quarter percent (0.25%) real estate tax (known as “REET 1”) levied by the City on all sales of real estate. REET 1 revenues are restricted and may only be used for “capital projects” that are listed in the capital facilities plan (CFP) element of the City’s comprehensive plan or capital improvement plan (CIP).

RCW 82.46.010(6) defines “capital projects” as: Those 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; parks; recreational facilities; law enforcement facilities; fire protection facilities; trails; libraries; administrative facilities; judicial facilities; river flood control projects [...] and technology infrastructure that is integral to the capital project.

Capital projects not listed in the local improvement status (for example, a fire station, city hall, courthouse, or library) are also permitted uses as long as they are included in the city’s capital improvement plan.

On October 1, 2020, the City issued a 15-year (maturity 10/1/2035) LTGO Bond 2020 in the amount of \$1,725,000 to provide funding for future fire station land and temporary fire station buildings purchase, committing the REET funds for the annual debt service payments. The average annual debt service payment is \$130,303.72 and the maximum annual debt service payment is \$130,758.90.

Prior to 2021, the First Quarter Percent REET Fund provided 41% of the LTGO Bond 2011 annual debt service payments.

Starting in 2021, the First Quarter Percent REET Fund provides 100% of the LTGO Bond 2020 (fire station land and temporary fire station facilities) annual debt service payments. The Second Quarter Percent REET Fund will provide 100% of the LTGO Bond 2011 (city hall acquisition) annual debt service payments.

The 2022 total budget for the First Quarter Percent REET Fund is **\$130,494** for the LTGO Bond 2020 annual debt service payment.

FIRST QUARTER PERCENT REET FUND (305) SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

First Quarter Percent REET Fund	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
REVENUE SOURCE						
REET 1 - First Quarter Percent	\$ 112,812	\$ 120,220	\$ 114,700	\$ 126,200	\$ 11,500	10.0%
Interest Earnings	1,669	888	400	200	(200)	-50.0%
TOTAL REVENUES	\$ 114,481	\$ 121,108	\$ 115,100	\$ 126,400	\$ 11,300	9.8%
EXPENDITURES						
Transfers Out	\$ 40,944	\$ 39,982	\$ 130,196	\$ 130,494	\$ 298	0.2%
TOTAL EXPENDITURES	\$ 40,944	\$ 39,982	\$ 130,196	\$ 130,494	\$ 298	0.2%
Increase (Decrease) in Fund Balance	73,537	81,126	(15,096)	(4,094)	11,002	-72.9%
Beginning Cash, January 1	62,712	136,249	217,375	202,279	(15,096)	-6.9%
ENDING CASH, DECEMBER 31	\$ 136,249	\$ 217,375	\$ 202,279	\$ 198,185	\$ (4,094)	-2.0%

FUND: 305 - FIRST QUARTER PERCENT REET FUND		REVENUES (305)						
Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change	
REVENUE SOURCE								
Other Taxes								
305.318.034.00	REET 1 - 1ST QUARTER PERCENT	\$ 112,812	\$ 120,220	\$ 114,700	\$ 126,200	11,500	10.0%	
Total Other Taxes		112,812	120,220	114,700	126,200	11,500	10.0%	
Interest Earnings								
305.361.011.00	INTEREST EARNINGS	1,669	888	400	200	(200)	-50.0%	
Total Interest Earnings		1,669	888	400	200	(200)	-50.0%	
TOTAL REVENUES		\$ 114,481	\$ 121,108	\$ 115,100	\$ 126,400	11,300	9.8%	
BEGINNING CASH, JANUARY 1		\$ 62,712	\$ 136,249	\$ 217,375	\$ 202,279	\$ (15,096)	-6.9%	
TOTAL REVENUE APPROPRIATION		\$ 177,193	\$ 257,357	\$ 332,475	\$ 328,679	(3,796)	-1.1%	

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

Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
EXPENDITURES							
Transfers Out							
305.44.597.000.05.20	TRANSFER OUT - FUND 200	\$ 40,944	\$ 39,982	\$ 130,196	\$ 130,494	\$ 298	0.2%
305.44.597.000.05.31	TRANSFER OUT - FUND 301	-	-	-	-	-	0.0%
Total Transfers Out		40,944	39,982	130,196	130,494	298	0.2%
TOTAL EXPENDITURES		\$ 40,944	\$ 39,982	\$ 130,196	\$ 130,494	\$ 298	0.2%
ENDING CASH, DECEMBER 31		\$ 136,249	\$ 217,375	\$ 202,279	\$ 198,185	\$ (4,094)	-2.0%
TOTAL APPROPRIATION		\$ 177,193	\$ 257,357	\$ 332,475	\$ 328,679	\$ (3,796)	-1.1%

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SECOND QUARTER PERCENT REET FUND (306)

Department 44

Purpose:

This fund is for the second quarter percent (0.25%) real estate tax (known as REET 2) 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).

REET 2 revenues are restricted and may only be used for certain transportation, water/storm/sewer, and park capital purposes and for financing "capital projects" specified in the capital facilities plan element of the city's comprehensive land use plan. RCW 82.46.035(5) defines "capital project" as: 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". REET 2 funds are more specifically directed to infrastructure and park capital project.

REET 2 revenues may also be used, with additional reporting requirement, for limited capital facility maintenance and REET 1 capital projects.

On October 1, 2020, the City issued a 15-year (maturity 10/1/2035) LTGO Bond 2020 in the amount of \$1,725,000 to provide funding for future fire station land and temporary fire station buildings purchase, committing the REET funds for the annual debt service payments. The average annual debt service payment is \$130,303.72 and the maximum annual debt service payment is \$130,758.90,

Prior to 2021, the Second Quarter Percent REET Fund provided 34% of the LTGO Bond 2011 annual debt service payments.

Starting 2021, the Second Quarter Percent REET Fund will provide 100% of the LTGO Bond 2011 annual debt service payments, while the First Quarter Percent REET Fund will provide 100% of the LTGO Bond 2020 annual debt service payments.

The 2022 total budget for the Second Quarter Percent REET Fund is **\$73,257** for the LTGO Bond 2011 annual debt service payment.

SECOND QUARTER PERCENT REET FUND (306) SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

Second Quarter Percent REET Fund	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
REVENUE SOURCE						
REET 2 - Secon Quarter Percent	\$ 112,812	\$ 120,220	\$ 110,200	\$ 126,200	\$ 16,000	14.5%
Interest Earnings	1,943	992	500	275	\$ (225)	-45.0%
TOTAL REVENUES	\$ 114,755	\$ 121,212	\$ 110,700	\$ 126,475	\$ 15,775	14.3%
EXPENDITURES						
Transfers Out	\$ 33,953	\$ 33,156	\$ 75,131	\$ 73,257	\$ (1,874)	-2.5%
TOTAL EXPENDITURES	\$ 33,953	\$ 33,156	\$ 75,131	\$ 73,257	\$ (1,874)	-2.5%
Increase (Decrease) in Fund Balance	80,802	88,056	35,569	53,218	17,649	49.6%
Beginning Cash, January 1	71,769	152,571	240,627	276,196	35,569	14.8%
ENDING CASH, DECEMBER 31	\$ 152,571	\$ 240,627	\$ 276,196	\$ 329,414	\$ 53,218	19.3%

FUND: 306 - SECOND QUARTER PERCENT REET FUND		REVENUES (306)						
Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change	
REVENUE SOURCE								
Taxes								
306.318.035.00	REET 2 - 2ND QUARTER PERCENT	\$ 112,812	\$ 120,220	\$ 110,200	\$ 126,200	16,000	14.5%	
Total Taxes		112,812	120,220	110,200	126,200	16,000	14.5%	
Miscellaneous Revenue								
306.361.011.00	INTEREST EARNINGS	1,943	992	500	275	(225)	-45.0%	
Total Miscellaneous Revenue		1,943	992	500	275	(225)	-45.0%	
TOTAL REVENUES		\$ 114,755	\$ 121,212	\$ 110,700	\$ 126,475	15,775	14.3%	
BEGINNING CASH, JANUARY 1		\$ 71,769	\$ 152,571	\$ 240,627	\$ 276,196	\$ 35,569	14.8%	
TOTAL APPROPRIATION		\$ 186,524	\$ 273,783	\$ 351,327	\$ 402,671	51,344	14.6%	

FUND:	306- SECOND QUARTER PERCENT REET FUND	EXPENDITURES (306)
DEPARTMENT:	44 - PUBLIC FACILITIES	

Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
EXPENDITURES							
Transfers Out							
306.44.597.000.05.20	TRANSFER OUT - FUND 200	\$ 33,953	\$ 33,156	\$ 75,131	\$ 73,257	\$ (1,874)	-2.5%
306.44.597.000.05.31	TRANSFER OUT- FUND 301	-	-	-	-	-	0.0%
Total Transfers Out		33,953	33,156	75,131	73,257	(1,874)	-2.5%
TOTAL EXPENDITURES		\$ 33,953	\$ 33,156	\$ 75,131	\$ 73,257	\$ (1,874)	-2.5%
ENDING CASH, DECEMBER 31		\$ 152,571	\$ 240,627	\$ 276,196	\$ 329,414	\$ 53,218	19.3%
TOTAL APPROPRIATION		\$ 186,524	\$ 273,783	\$ 351,327	\$ 402,671	\$ 51,344	14.6%

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GARBAGE FUND (402)

Fund 402 Department 12

Purpose:

This fund was established to account for the revenues and expenditures 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 2022:

No changes are planned for 2022.

GARBAGE FUND (402)
SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

Garbage Fund	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
REVENUE SOURCE						
Charges for Services	\$ 5,676	\$ 5,019	\$ 6,100	\$ 6,100	\$ -	0.0%
Interest Earnings	183	51	15	10	(5)	-33.3%
Custodial Deposits	204	-	-	-	-	0.0%
TOTAL REVENUES	\$ 6,063	\$ 5,070	\$ 6,115	\$ 6,110	\$ (5)	-0.1%
EXPENDITURES						
Services	\$ 5,563	\$ 4,754	\$ 6,100	\$ 7,000	\$ 900	14.8%
Custodial Disbursements	204	-	-	-	-	0.0%
TOTAL EXPENDITURES	\$ 5,767	\$ 4,754	\$ 6,100	\$ 7,000	\$ 900	14.8%
Increase (Decrease) in Fund Balance	296	316	15	(890)	(905)	-6033.3%
Beginning Cash, January 1	7,706	8,002	8,318	8,333	15	0.2%
ENDING CASH, DECEMBER 31	\$ 8,002	\$ 8,318	\$ 8,333	\$ 7,443	\$ (890)	-10.7%

FUND:		402 - GARBAGE FUND			REVENUES (402)			
Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change	
REVENUE SOURCE								
Charges for Services								
402.343.070.31	ORGANIC DUMP PASS	\$ 5,676	\$ 5,019	\$ 6,100	\$ 6,100	\$ -	0.0%	
Total Charges for Services		5,676	5,019	6,100	6,100	-	0.0%	
Interest Earnings								
402.361.011.00	INTEREST EARNINGS	183	51	15	10	(5)	-33.3%	
Total Interest Earnings		183	51	15	10	(5)	-33.3%	
Agency Deposits:								
402.389.030.04	DUE TO STATE - SALES TAX	204	-	-	-	-	0.0%	
Total Agency Deposits:		204	-	-	-	-	0.0%	
TOTAL REVENUES		\$ 6,063	\$ 5,070	\$ 6,115	\$ 6,110	\$ (5)	-0.1%	
BEGINNING CASH, JANUARY 1		\$ 7,706	\$ 8,002	\$ 8,318	\$ 8,333	\$ 15	0.2%	
TOTAL REVENUE APPROPRIATION		\$ 13,769	\$ 13,072	\$ 14,433	\$ 14,443	\$ 10	0.1%	

FUND:	402 - GARBAGE FUND	EXPENDITURES (402)
DEPARTMENT:	12 - GARBAGE	

Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
EXPENDITURES							
Administration							
402.12.537.070.47.01	UTIL SERV-YARD WASTES	\$ 5,563	\$ 4,754	\$ 6,100	\$ 7,000	\$ 900	14.8%
Total Administration		5,563	4,754	6,100	7,000	900	14.8%
Custodial Activity							
402.12.589.030.00.04	DUE TO STATE - SALES TAX	204	-	-	-	-	0.0%
Total Custodial Activity		204	-	-	-	-	0.0%
TOTAL EXPENDITURES		\$ 5,767	\$ 4,754	\$ 6,100	\$ 7,000	\$ 900	14.8%
ENDING CASH, DECEMBER 31		\$ 8,002	\$ 8,318	\$ 8,333	\$ 7,443	\$ (890)	-10.7%
TOTAL APPROPRIATION		\$ 13,769	\$ 13,072	\$ 14,433	\$ 14,443	\$ 10	0.1%

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WASTEWATER (404)

Fund 404 Public Works Wastewater Divisions

Employees:

Department / Classification	Class	2019 Actual	2020 Actual	2021 Budget	2022 Budget	Changes 2021-2022
WASTEWATER						
Wastewater Superintendent	Non-Represented	1.00	1.00	1.00	1.00	0.00
Public Works Director	Non-Represented	0.20	0.20	0.25	0.25	0.00
Public Works Office Manager	Teamster	0.20	0.20	0.25	0.25	0.00
Maintenance Tech - Electrical	Teamster	1.00	1.00	1.00	1.00	0.00
Lead Wastewater Treatment Plant Operator	Teamster	1.00	1.00	1.00	1.00	0.00
WW Treatment Operator	Teamster	3.00	3.00	3.00	3.00	0.00
Wastewater Laboratory Tech. II	Teamster	1.00	1.00	1.00	1.00	0.00
Wastewater Operator In-Training	Teamster	0.00	1.00	1.00	1.00	0.00
Storm/Wastewater Collection Specialist	Teamster	2.00	2.00	2.00	2.00	0.00
Poplar Tree Farm Worker/Utility Worker 1	Teamster	1.00	0.50	1.00	1.00	0.00
Poplar Tree Farm Worker/Utility Worker II	Teamster	0.50	1.00	1.00	1.00	0.00
Engineering Tech. III	Teamster	0.46	0.43	0.00	0.00	0.00
Engineering Tech II	Teamster	0.46	0.43	0.88	0.88	0.00
Wastewater Laboratory Assistant 0.5 FTE	Teamster	0.00	0.00	0.00	0.00	0.00
Property Maintenance Aide (Seasonal)	Hourly	0.92	1.22	1.22	1.22	0.00
Planning and Building Manager	Non-Represented	0.10	0.10	0.05	0.05	0.00
Community Development Director/Engineer	Non-Represented	0.20	0.00	0.00	0.00	0.00
Total Wastewater		13.04	14.08	14.65	14.65	0.00

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.

2021 Accomplishments:

- To this point we have only had 1 violation this year which is reduced from an average of 25 violations per year in the previous decade. We are working towards better process control through pilot projects to improve the wastewater facilities effluent discharge quality.
- Received a FEMA grant in the amount of \$36,211 for the repairs of the wastewater plants headworks fine screens that were damaged from a declared disaster in January 2020.
- Equalization Basins were both fully cleaned this year. The crew found that we could send the solids content from cleaning the equalization basins to the seasonally unused sequence batch reactor so that the solids

can be processed more slowly from the SBR. In the past when an equalization basin activity took place it would cause a process upset from overloading the solids handling equipment which caused high filtrate solids concentrations from the belt filter press. This discovery also reduced the need in the meantime to build a secondary solid holding storage tank.

- Located new farmers that are hauling away our biosolids to apply to their fields agronomically. In the winter it is difficult to find farmers to purchase biosolids from us because the fields are too wet to drive on. We had considered creating a new solids storage facility where the future SBR is scheduled to be built. With the assistance of the new farmers, we should not need another storage facility this next year.
- The WW collection staff is now maintaining the pumpstation equipment weekly. Prindle pumpstation pump 2 after having its volute and impeller rebuilt has increased its pumping capacity from 2mgd to 4mgd. Budgeting in the following year to have more of the major pumpstation pumps refurbished.
- Began building the city's new asset maintenance management software. 68 equipment assets tracking tags and 37 city location tracking tags have been added to the wastewater department portion of the software. The new program replaced the old maintenance management system program that the wastewater department used.
- Located sequence batch reactor program coding that was causing the SBR blowers to fail without sending an alarm. This issue has been going on since commissioning the facility. Fixing this programming has helped to keep the SBR process from being upset due to lack of air in the process.
- Completed all annual department of Ecology required reports ahead of schedule for this year.
- Located and repaired a long-standing issue which caused two UV Channel banks to run when only one was needed. This reduced energy consumption.
- The poplar tree farm was able to get ahead on mowing, pruning and ditch cleaning because the effluent discharge clarity was such high quality there was less of a need to clean out the effluent water emitters.

2022 Goals and Objectives:

- Planning to construct the new gravity pipe to connect the equalization basins. This still needs to be approved by the department of Ecology. The pilot program using a temporary pipe and one of the filter feed pumps connected the two EQ basins contributed the great effluent quality this year.
- Begin upgrading 7 small pumpstation control and communications systems to replace the obsolete control systems currently in use.
- Install a backup Chlorine Tablet Skid as an emergency backup in case there are more chlorine shortage like in 2021.

Budgeting Changes 2022:

Wastewater Capital Fund (414) is created starting in the 2022 budget year to provide revenues and reserve dollars to construct new or replace portions of existing wastewater collection and treatment systems.

2022 budget includes a \$2,000,000 one-time transfer out to the Wastewater Capital Fund.

- Hookup/Connection fee revenue is budgeted in the Wastewater Capital Fund.
- A portion \$46,100 (or 0.9%) of the wastewater user fee is allocated and budgeted in the Wastewater Capital Fund.

- All capital outlay budget is moved to the Wastewater Capital Fund.
- 2022 estimated ending fund balance presents about three- and one-half months of operating budget reserves and the required annual debt service reserves.

WASTEWATER FUND (404)
SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

Wastewater Fund	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
REVENUE SOURCE						
Intergovernmental Grants	\$ -	\$ 6,370	\$ 36,211	\$ -	\$ (36,211)	-100.0%
Charges for Services	5,071,267	5,062,790	5,082,600	5,054,100	(28,500)	-0.6%
Hookup/Connection Fees	105,156	54,068	119,200	-	(119,200)	-100.0%
Capacity Charge	277,378	277,378	277,400	277,400	-	0.0%
Lates Fees & Penalties	52,742	14,707	1,200	40,700	39,500	3291.7%
Interest Earnings	106,041	61,343	10,000	6,500	(3,500)	-35.0%
Rents & Leases	3,545	3,545	3,500	3,500	-	0.0%
Misc. Other Revenues	1,892	626	1,600	1,200	(400)	-25.0%
Custodial Receipts	563	-	-	-	-	0.0%
TOTAL REVENUES	\$ 5,618,584	\$ 5,480,827	\$ 5,531,711	\$ 5,383,400	\$ (148,311)	-2.7%
EXPENDITURES						
Salaries & Wages	\$ 865,893	\$ 817,506	\$ 929,300	\$ 979,620	\$ 50,320	5.4%
Benefits	417,183	403,283	480,200	467,700	(12,500)	-2.6%
Supplies	465,283	493,574	452,566	565,536	112,970	25.0%
Services	968,744	962,633	1,246,934	1,338,164	91,230	7.3%
Capital Outlay	490,528	638,419	508,300	-	(508,300)	-100.0%
Debt Service	1,881,262	1,882,801	1,882,870	1,882,874	4	0.0%
Interfund Services	267,580	289,238	312,400	298,300	(14,100)	-4.5%
Transfer Out	-	-	-	2,000,000	2,000,000	0.0%
TOTAL EXPENDITURES	\$ 5,356,473	\$ 5,487,454	\$ 5,812,570	\$ 7,532,194	\$ 1,719,624	29.6%
Increase (Decrease) in Fund Balance	262,111	(6,627)	(280,859)	(2,148,794)	(1,867,935)	665.1%
Beginning Cash, January 1	5,112,880	5,374,991	5,368,364	5,087,505	(280,859)	-5.2%
ENDING CASH, DECEMBER 31	\$ 5,374,991	\$ 5,368,364	\$ 5,087,505	\$ 2,938,711	\$ (2,148,794)	-42.2%

FUND: 404 - WASTEWATER FUND		REVENUES (404)					
Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Changes 2021-2022	% Change
REVENUE SOURCE							
Intergovernmental Revenues							
404.333.021.01	US TREASURY CARES FUND	\$ -	\$ 6,370	\$ -	\$ -	-	0.0%
404.333.097.03	FEMA DISASTER GRANT-07 FLOOD	-	-	31,038	-	(31,038)	-100.0%
404.334.001.80	STATE MILITARY DEPT	-	-	5,173	-	(5,173)	-100.0%
404.334.001.83	DEPT OF MILITARY/07 FEMA FLOOD	-	-	-	-	-	0.0%
404.334.003.10	STATE GRANT - DEPT OF ECOLOGY	-	-	-	-	-	0.0%
Total Intergovernmental Revenues		-	6,370	36,211	-	(36,211)	-100.0%
Charges for Goods and Services							
404.343.050.21	RESIDENTIAL	2,310,676	2,314,724	2,312,800	2,289,600	(23,200)	-1.0%
404.343.050.22	COMMERCIAL	2,340,085	2,279,960	2,283,600	2,278,200	(5,400)	-0.2%
404.343.050.23	INTERDEPARTMENTAL - CITY	-	46,254	65,200	65,200	-	0.0%
404.343.050.28	FORFEITED DISC & LATE CHARGES	-	-	-	-	-	0.0%
404.343.050.29	OTHER SALES	-	-	-	-	-	0.0%
404.343.050.30	UTILITY HOOK UP/CONNECTION	105,156	54,068	119,200	-	(119,200)	-100.0%
404.343.050.49	CHARGES TO PUBLIC AGENCIES	230,652	235,830	230,700	232,400	1,700	0.7%
404.343.050.50	DISCHARGE FEES	175,000	175,000	175,000	175,000	-	0.0%
404.343.050.70	WTP LOAN PRINCIPAL-SRFL #3 REIMB	277,378	277,378	277,400	277,400	-	0.0%
404.343.050.93	ADMINISTRATIVE FEE	-	-	-	-	-	0.0%
404.343.050.96	OTHER A/R-BAL SEWER INSTALL CHARGES	6,390	4,643	6,200	5,700	(500)	-8.1%
404.343.050.99	OTHER FEES & CHARGES (LCSD#4)	8,464	6,379	9,100	8,000	(1,100)	-12.1%
404.349.018.06	INTERFUND SVCS-FIRE HYDRANTS	-	-	-	-	-	0.0%
404.366.020.00	INTERFUND RENTALS	-	-	-	-	-	0.0%
Total Charges for Goods & Services		5,453,801	5,394,236	5,479,200	5,331,500	(147,700)	-2.7%
Fines/Forfeiture							
404.359.000.00	LATE PAYMENT FEES	52,742	14,707	1,200	42,200	41,000	3416.7%
Total Fines/Forfeiture		52,742	14,707	1,200	42,200	41,000	3416.7%
Interest Earnings							
404.361.011.00	INTEREST EARNINGS	106,041	61,343	10,000	5,000	(5,000)	-50.0%
Total Interest Earnings		106,041	61,343	10,000	5,000	(5,000)	-50.0%
Rents & Leases							
404.362.010.00	EQUIP & VEH RENTALS - SHORT TERM	-	-	-	-	-	0.0%
404.362.050.01	LONG TERM RENTAL INCOME	3,545	3,545	3,500	3,500	-	0.0%
Total Rents and Leases		3,545	3,545	3,500	3,500	-	0.0%
Misc. Other Revenues							
404.369.010.01	SALE OF SCRAP & JUNK - BIOSOLIDS	1,313	626	1,600	1,200	(400)	-25.0%
404.369.040.00	OTHER JUDGEMENTS & SETTLEMENTS	-	-	-	-	-	0.0%
404.369.081.00	CASHIER OVERAGES / SHORTAGES	-	-	-	-	-	0.0%
404.369.090.00	OTHER MISCELLANEOUS REVENUE	-	-	-	-	-	0.0%
404.388.080.00	PRIOR YEAR CORRECTIONS	579	-	-	-	-	0.0%
404.367.011.00	CONTRIBUTIONS/DONATIONS	-	-	-	-	-	0.0%
Total Misc Other Revenues		1,892	626	1,600	1,200	(400)	-25.0%
Proceeds from Sale of Assets & Insurance Recovery							
404.395.020.00	INS RECOVERY - CAPITAL ASSETS	-	-	-	-	-	0.0%
404.395.010.00	PROCEEDS FROM SALES OF CAP ASSETS	-	-	-	-	-	0.0%
404.398.000.00	INSURANCE RECOVERY - NON CAPITAL	-	-	-	-	-	0.0%
Total Proceeds from Sale of Assets		-	-	-	-	-	0.0%
Agency Deposits							
404.389.030.04	DUE TO STATE - SALES TAX	108	-	-	-	-	0.0%
404.389.030.06	LEASEHOLD EXCISE TAX LIABILITY	455	-	-	-	-	0.0%
Total Agency Deposits		563	-	-	-	-	0.0%
TOTAL REVENUES		\$ 5,618,584	\$ 5,480,827	\$ 5,531,711	\$ 5,383,400	\$ (148,311)	-2.7%
BEGINNING CASH, JANUARY 1		\$ 5,112,880	\$ 5,374,991	\$ 5,368,364	\$ 5,087,505	\$ (280,859)	-5.2%
TOTAL REVENUE APPROPRIATION		\$ 10,731,464	\$ 10,855,818	\$ 10,900,075	\$ 10,470,905	\$ (429,170)	-3.9%

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

Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
EXPENDITURES							
Public Works Wastewater General (11)							
Administration (535.010)							
404.11.535.010.11.00	SALARIES AND WAGES	\$ 215,863	\$ 116,802	\$ 123,000	\$ 137,520	\$ 14,520	11.8%
404.11.535.010.11.02	SALARIES AND WAGES - ADMIN SUPPORT	11,582	14,420	15,000	15,260	260	1.7%
404.11.535.010.21.00	PERSONNEL BENEFITS	68,626	52,011	54,200	58,960	4,760	8.8%
404.11.535.010.21.02	PERSONNEL BENEFITS -ADMIN SUPPORT	6,614	7,816	9,000	9,050	50	0.6%
404.11.535.010.31.00	OFFICE & OPERATING SUPPLIES	2,520	1,769	1,500	1,500	-	0.0%
404.11.535.010.32.00	FUEL CONSUMED	699	1,241	600	1,200	600	100.0%
404.11.535.010.35.00	SMALL TOOLS & MINOR EQUIPMENT	67	743	2,500	2,500	-	0.0%
404.11.535.010.41.00	PROFESSIONAL SERVICES	12,869	2,403	21,300	6,300	(15,000)	-70.4%
404.11.535.010.42.00	COMMUNICATIONS	2,405	479	3,080	3,080	-	0.0%
404.11.535.010.43.00	TRAVEL/HOTEL/PER DIEMS	133	-	1,508	1,508	-	0.0%
404.11.535.010.44.00	ADVERTISING	1,117	194	-	-	-	0.0%
404.11.535.010.46.00	INSURANCE	90,536	97,535	166,045	185,450	19,405	11.7%
404.11.535.010.47.00	PUBLIC UTILITY SERVICE	2,854	1,921	2,900	2,900	-	0.0%
404.11.535.010.47.03	PUBLIC UTILITY SERVICE - CITY	-	2,160	2,340	2,340	-	0.0%
404.11.535.010.48.00	REPAIR & MAINT- FACILITIES	1,689	532	-	-	-	0.0%
404.11.535.010.48.01	REPAIR & MAINT - EQUIPMENT	319	461	400	400	-	0.0%
404.11.535.010.48.02	R & M - IT SOFTWARE/HARDWARE	843	1,231	800	800	-	0.0%
404.11.535.010.49.00	MISCELLANEOUS	381	84	900	900	-	0.0%
404.11.535.010.49.01	REGISTRATION	37	100	360	360	-	0.0%
404.11.535.010.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	89	168	-	-	-	0.0%
404.11.535.010.49.04	GOVT PERMIT/CERT/RECORDING FEE	25	13	-	-	-	0.0%
404.11.535.010.49.07	MISCELLANEOUS-BANK FEES	-	241	-	-	-	0.0%
404.11.535.010.40.15	INTERGOVT PROF SVCS - LEWIS COUNTY	-	433	-	-	-	0.0%
404.11.535.010.40.16	INTERGOVT PROF SVCS - LC EMS MGMT	-	3,699	3,800	3,800	-	0.0%
404.11.535.010.40.03	EXTERNAL TAXES & OPER ASSESS	108,990	110,871	102,700	102,700	-	0.0%
404.11.535.010.40.16	INTERGOVT PROF SVCS - LC EMS MGMT	-	-	-	-	-	0.0%
404.11.535.010.40.10	UT TAXES & OPER ASSESSMT - GF	307,441	324,624	330,200	331,500	1,300	0.4%
404.11.597.009.55.14	TRANSFER OUT - FUND 414 CAPITAL	-	-	-	2,000,000	2,000,000	0.0%
Total Administration (535.010)		835,699	741,951	842,133	2,868,028	2,025,895	240.6%
Engineering Services (535.020)							
404.11.535.020.11.00	SALARIES AND WAGES	39,649	47,601	60,900	76,650	15,750	25.9%
404.11.535.020.12.00	OVERTIME	43	23	-	-	-	0.0%
404.11.535.020.21.00	PERSONNEL BENEFITS	21,276	16,683	32,200	26,240	(5,960)	-18.5%
404.11.535.020.24.00	UNIFORMS & CLOTHING	85	79	200	200	-	0.0%
404.11.535.020.31.00	OFFICE & OPERATING SUPPLIES	595	1,564	1,804	1,804	-	0.0%
404.11.535.020.32.00	FUEL CONSUMED	747	613	1,892	1,892	-	0.0%
404.11.535.020.35.00	SMALL TOOLS & MINOR EQUIPMENT	1,717	861	2,640	2,640	-	0.0%
404.11.535.020.41.00	PROFESSIONAL SERVICES	440	383	1,320	1,320	-	0.0%
404.11.535.020.42.00	COMMUNICATIONS	205	544	396	396	-	0.0%
404.11.535.020.43.00	TRAVEL/HOTEL/PER DIEMS	142	-	1,166	1,166	-	0.0%
404.11.535.020.44.00	ADVERTISING	383	91	528	528	-	0.0%
404.11.535.020.45.00	RENTALS	-	-	-	-	-	0.0%
404.11.535.020.46.00	INSURANCE	2,091	1,411	1,690	1,880	190	11.2%
404.11.535.020.48.00	REPAIR & MAINT- FACILITIES	5	-	-	-	-	0.0%
404.11.535.020.48.01	REPAIR & MAINT - EQUIPMENT	-	14	440	440	-	0.0%
404.11.535.020.48.02	R & M - IT SOFTWARE/HARDWARE	1,893	5,413	616	616	-	0.0%
404.11.535.020.49.00	MISCELLANEOUS	64	-	-	-	-	0.0%
404.11.535.020.49.01	REGISTRATION	-	-	880	880	-	0.0%
404.11.535.020.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	136	21	7,370	7,370	-	0.0%
404.11.535.020.49.04	GOVT PERMIT/CERTIFICATION/RECORDING FEE	-	-	-	-	-	0.0%
404.11.591.048.71.03	L/T LEASE - COPIER/PRINTER	-	-	-	2,966	2,966	0.0%
404.11.594.048.71.00	CAPITAL LEASES - PRINCIPAL	957	2,268	2,464	-	(2,464)	-100.0%
404.11.594.048.81.00	CAPITAL LEASES - INTEREST	318	630	502	-	(502)	-100.0%
Total Engineering Services (535.020)		70,746	78,199	117,008	126,988	9,980	8.5%
Maintenance (535.050)							
404.11.535.050.11.00	SALARIES AND WAGES	-	4,428	-	-	-	0.0%
404.11.535.050.11.06	SALARIES AND WAGES - VEH MC	17,612	18,212	18,500	18,500	-	0.0%

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

Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
404.11.535.050.12.00	OVERTIME	84	-	-	-	-	0.0%
404.11.535.050.12.06	OVERTIME - VEH MC	-	-	-	-	-	0.0%
404.11.535.050.21.00	PERSONNEL BENEFITS	21	1,053	-	-	-	0.0%
404.11.535.050.21.06	PERSONNEL BENEFITS - VEH MC	4,433	4,440	4,700	3,700	(1,000)	-21.3%
404.11.535.050.31.00	OFFICE & OPERATING SUPPLIES	58	-	-	-	-	0.0%
404.11.535.050.35.00	SMALL TOOLS & MINOR EQUIPMENT	-	108	-	-	-	0.0%
Total Maintenance (535.050)		22,208	28,241	23,200	22,200	(1,000)	-4.3%
Operations (535.080)							
404.11.535.080.31.00	OFFICE & OPERATING SUPPLIES	17	357	-	-	-	0.0%
404.11.535.080.41.00	PROFESSIONAL SERVICES	305	-	-	-	-	0.0%
404.11.535.080.42.00	COMMUNICATIONS	117	159	-	-	-	0.0%
Total Operations (535.080)		439	516	-	-	-	0.0%
Contra Expenditure Offsets (General Fund)							
404.11.535.091.1A.00	WAGE CONTRA OFFSETS	74,687	78,404	97,900	81,000	(16,900)	-17.3%
404.11.535.091.2A.00	BENEFIT CONTRA OFFSETS	39,122	39,110	40,800	40,500	(300)	-0.7%
404.11.535.091.3A.00	SUPPLIES CONTRA OFFSETS	2,851	3,078	2,000	2,200	200	10.0%
404.11.535.091.4A.00	SERVICES CONTRA OFFSETS	44,506	38,418	41,400	44,300	2,900	7.0%
404.11.535.091.5A.00	INTERGOVT SVCS CONTRA OFFSETS	-	-	-	-	-	0.0%
Total Contra Expenditures Offsets (General Fund)		161,166	159,010	182,100	168,000	(14,100)	-7.7%
Contra Expense Offsets (Water Fund)							
404.11.535.099.1A.00	WAGE CONTRA OFFSETS	51,524	62,910	62,900	62,900	-	0.0%
404.11.535.099.2A.00	BENEFIT CONTRA OFFSETS	37,202	38,146	40,200	40,200	-	0.0%
404.11.535.099.3A.00	SUPPLIES CONTRA OFFSETS	4,786	6,074	6,100	6,100	-	0.0%
404.11.535.099.4A.00	SERVICES CONTRA OFFSETS	12,902	23,098	21,100	21,100	-	0.0%
Total Contra Expenditures Offsets (Water Fund)		106,414	130,228	130,300	130,300	-	0.0%
Due to State							
404.11.589.030.00.04	DUE TO STATE - SALES TAX	108	-	-	-	-	0.0%
404.11.589.030.00.06	LEASEHOLD EXCISE TAX LIABILITY	455	-	-	-	-	0.0%
Total Due to State		563	-	-	-	-	0.0%
Debt Service Principal							
404.11.591.035.72.00	PTF LOAN PRINCIPAL - SRFL #1	153,937	156,262	158,622	161,019	2,397	1.5%
404.11.591.035.72.11	WTP LOAN PRINCIPAL SRFL#3A	1,630,623	1,630,623	1,630,623	1,630,624	1	0.0%
404.11.591.035.72.12	WTP LOAN PRINCIPAL SRFL #3B	39,546	39,546	39,546	39,546	-	0.0%
404.11.591.035.72.13	WTP LOAN PRINCIPAL - SRFL #2	18,308	18,585	18,865	19,151	286	1.5%
404.11.591.035.78.00	DOE - I & I LOAN PRINCIPAL	15,378	15,751	16,134	16,525	391	2.4%
404.11.591.035.78.04	DOE - LOAN PRINCIPAL - COAL CREEK	-	-	-	-	-	0.0%
Total Debt Service Principal		1,857,792	1,860,767	1,863,790	1,866,865	3,075	0.2%
Debt Service Interest							
404.11.592.035.83.00	INT ON LT EXTERNAL DEBT-SRFL I&I	8,157	7,784	7,402	7,011	(391)	-5.3%
404.11.592.035.83.10	INT ON LT EXTERNAL DEBT-SRFL#1	12,603	10,278	7,918	5,523	(2,395)	-30.2%
404.11.592.C35.83.00	SRF LT LOAN INTEREST - SRFL#2	1,351	1,074	794	509	(285)	-35.9%
Total Debt Service Interest		22,195	19,136	16,114	13,043	(3,071)	-19.1%
Capital Outlays							
404.11.594.035.62.00	BUILDINGS AND STRUCTURES	590	-	-	-	-	0.0%
404.11.594.035.63.00	OTHER IMPROVEMENTS	-	-	-	-	-	0.0%
404.11.594.035.64.00	MACHINERY & EQUIPMENT	53,103	38,875	30,000	-	(30,000)	-100.0%
404.11.594.035.65.00	CONSTRUCTION PROJECTS	312,283	537,375	478,300	-	(478,300)	-100.0%
404.11.594.035.65.41	CONSTRUCTION PROJECTS-ENG SVC	124,552	62,169	-	-	-	0.0%
Total Capital Outlays		490,528	638,419	508,300	-	(508,300)	-100.0%
Total PW Wastewater Administration (11)		3,567,750	3,656,467	3,682,945	5,195,424	1,512,479	41.1%
Wastewater Treatment Plant (WWTP) (16)							
WWTP - Training							
404.16.535.040.43.00	TRAVEL/HOTEL/PER DIEMS	15	-	-	-	-	0.0%
404.16.535.040.49.00	MISCELLANEOUS	-	-	-	-	-	0.0%

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

Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
Total WWTP - Training		15	-	-	-	-	0.0%
WWTP Maintenance							
404.16.535.050.31.00	OFFICE & OPERATING SUPPLIES	86,323	82,782	82,000	145,000	63,000	76.8%
404.16.535.050.32.00	FUEL CONSUMED	-	-	-	-	-	0.0%
404.16.535.050.35.00	SMALL TOOLS & MINOR EQUIPMENT	295	2,856	2,000	2,000	-	0.0%
404.16.535.035.41.00	PROFESSIONAL SERVICES - TESTING	-	-	110,000	110,000	-	0.0%
404.16.535.050.45.00	RENTALS	1,616	458	600	1,200	600	100.0%
404.16.535.050.48.00	REPAIR & MAINT- FACILITIES	1,098	6,044	-	10,000	10,000	0.0%
404.16.535.050.48.01	REPAIR & MAINT - EQUIPMENT	20,239	30,378	35,700	35,700	-	0.0%
404.16.535.050.48.02	R & M - IT SOFTWARE/HARDWARE	12,719	15,092	29,500	29,500	-	0.0%
404.16.535.050.49.04	GOVT PERMIT/CERT/RECORDING FEE	-	-	-	-	-	0.0%
Total WWTP Maintenance		122,290	137,610	259,800	333,400	73,600	28.3%
WWTP Operations							
404.16.535.080.11.00	SALARIES AND WAGES	325,419	381,866	399,400	402,430	3,030	0.8%
404.16.535.080.11.05	SALARIES AND WAGES - PT	2,108	-	10,400	10,400	-	0.0%
404.16.535.080.12.00	OVERTIME	16,494	23,972	9,000	14,000	5,000	55.6%
404.16.535.080.21.00	PERSONNEL BENEFITS	186,338	201,540	212,500	197,500	(15,000)	-7.1%
404.16.535.080.21.05	PERSONNEL BENEFITS - PT	331	-	1,900	1,900	-	0.0%
404.16.535.080.24.00	UNIFORMS & CLOTHING	1,973	1,216	3,000	3,000	-	0.0%
404.16.535.080.31.00	OFFICE & OPERATING SUPPLIES	277,352	331,720	278,510	283,880	5,370	1.9%
404.16.535.080.32.00	FUEL CONSUMED	1,263	1,232	6,000	6,000	-	0.0%
404.16.535.080.35.00	SMALL TOOLS & MINOR EQUIPMENT	15,461	8,629	4,000	4,000	-	0.0%
404.16.535.080.41.00	PROFESSIONAL SERVICES	82,304	38,948	45,000	57,500	12,500	27.8%
404.16.535.080.42.00	COMMUNICATIONS	18,072	18,640	17,000	17,000	-	0.0%
404.16.535.080.43.00	TRAVEL/HOTEL/PER DIEMS	255	-	6,300	6,300	-	0.0%
404.16.535.080.44.00	ADVERTISING	-	240	-	250	250	0.0%
404.16.535.080.45.00	RENTALS	3,883	1,786	-	-	-	0.0%
404.16.535.080.47.00	PUBLIC UTILITY SERVICE	164,530	182,535	189,000	189,000	-	0.0%
404.16.535.080.47.03	PUBLIC UTILITY SERVICE - CITY	-	14,537	13,840	13,840	-	0.0%
404.16.535.080.48.00	REPAIR & MAINT- FACILITIES	3,318	-	-	-	-	0.0%
404.16.535.080.48.01	REPAIR & MAINT - EQUIPMENT	162	382	-	2,000	2,000	0.0%
404.16.535.080.48.02	R & M - IT SOFTWARE/HARDWARE	9,941	7,835	-	-	-	0.0%
404.16.535.080.49.00	MISCELLANEOUS	2,163	75	-	-	-	0.0%
404.16.535.080.49.01	REGISTRATION	2,620	242	8,900	8,900	-	0.0%
404.16.535.080.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	3,757	506	1,250	1,250	-	0.0%
404.16.535.080.49.04	GOVT PERMIT/CERT/RECORDING FEE	14,875	14,908	17,950	17,950	-	0.0%
Total WWTP Operations		1,132,619	1,230,809	1,223,950	1,237,100	13,150	1.1%
Total Wastewater Treatment Plant (WWTP) (16)		1,254,924	1,368,419	1,483,750	1,570,500	86,750	5.8%
Wastewater Collection (17)							
Collections Maintenance							
404.17.535.050.31.00	OFFICE & OPERATING SUPPLIES	37,111	29,999	34,320	64,320	30,000	87.4%
404.17.535.050.34.00	ITEMS PURCH'D FOR INV & RESALE	1,095	-	2,000	2,000	-	0.0%
404.17.535.050.35.00	SMALL TOOLS & MINOR EQUIPMENT	2,985	1,728	2,000	2,000	-	0.0%
404.17.535.050.41.00	PROFESSIONAL SERVICES	-	-	-	-	-	0.0%
404.17.535.050.45.00	RENTALS	2,382	1,915	4,000	4,000	-	0.0%
404.17.535.050.48.00	REPAIR & MAINT- FACILITIES	12,061	-	5,000	5,000	-	0.0%
404.17.535.050.48.01	REPAIR & MAINT - EQUIPMENT	5,119	3,729	11,500	60,000	48,500	421.7%
404.17.535.050.48.02	R & M - IT SOFTWARE/HARDWARE	-	-	6,000	6,000	-	0.0%
404.17.535.050.49.04	GOVT PERMIT/CERTIFICATION/RECORDING FEE	-	-	-	-	-	0.0%
Total Collections Maintenance		60,753	37,371	64,820	143,320	78,500	121.1%
Collections Operations							
404.17.535.080.11.00	SALARIES AND WAGES	143,353	132,536	167,600	174,210	6,610	3.9%
404.17.535.080.11.05	SALARIES AND WAGES - PT	-	-	-	-	-	0.0%
404.17.535.080.12.00	OVERTIME	3,565	4,805	3,500	3,500	-	0.0%
404.17.535.080.21.00	PERSONNEL BENEFITS	94,011	87,838	100,000	105,600	5,600	5.6%
404.17.535.080.21.05	PERSONNEL BENEFITS - PT	-	-	-	-	-	0.0%
404.17.535.080.24.00	UNIFORMS & CLOTHING	524	524	2,000	2,000	-	0.0%
404.17.535.080.31.00	OFFICE & OPERATING SUPPLIES	6,213	2,949	1,600	1,600	-	0.0%

FUND: 404 - WASTEWATER FUND		EXPENDITURES (404)						
DEPARTMENT: VARIOUS (11, 16, 17 18)								
Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change	
404.17.535.080.32.00	FUEL CONSUMED	14,606	7,427	9,200	9,200	-	0.0%	
404.17.535.080.35.00	SMALL TOOLS & MINOR EQUIPMENT	-	4,612	-	-	-	0.0%	
404.17.535.080.41.00	PROFESSIONAL SERVICES	5,787	1,532	4,000	14,000	10,000	250.0%	
404.17.535.080.42.00	COMMUNICATIONS	7,097	8,971	9,000	9,000	-	0.0%	
404.17.535.080.43.00	TRAVEL/HOTEL/PER DIEMS	125	-	450	450	-	0.0%	
404.17.535.080.45.00	RENTALS	11,538	11,967	10,000	10,000	-	0.0%	
404.17.535.080.47.00	PUBLIC UTILITY SERVICE	42,644	40,803	47,250	47,250	-	0.0%	
404.17.535.080.47.03	PUBLIC UTILITY SERVICE - CITY	-	1,965	1,080	1,565	485	44.9%	
404.17.535.080.48.00	REPAIR & MAINT- FACILITIES	-	-	-	-	-	0.0%	
404.17.535.080.48.01	REPAIR & MAINT - EQUIPMENT	208	819	-	-	-	0.0%	
404.17.535.080.49.00	MISCELLANEOUS	-	120	-	-	-	0.0%	
404.17.535.080.49.01	REGISTRATION	820	75	450	450	-	0.0%	
404.17.535.080.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	-	122	-	-	-	0.0%	
404.17.535.080.49.04	GOVT PERMIT/CERT/RECORDING FEE	102	97	-	-	-	0.0%	
Total Collections Operations		330,593	307,162	356,130	378,825	22,695	6.4%	
Total Wastewater Collections (17)		391,346	344,533	420,950	522,145	101,195	24.0%	
Wastewater Poplar Tree Farm (PTF) (18)								
PTF Training								
404.18.535.040.43.00	TRAVEL/HOTEL/PER DIEMS	55	-	-	-	-	0.0%	
404.18.535.040.49.00	MISCELLANEOUS	-	-	-	-	-	0.0%	
Total PTF Training		55	-	-	-	-	0.0%	
PTF Maintenance								
404.18.535.050.31.00	OFFICE & OPERATING SUPPLIES	10,774	4,681	8,500	22,500	14,000	164.7%	
404.18.535.050.35.00	SMALL TOOLS & MINOR EQUIPMENT	-	3,584	1,000	1,000	-	0.0%	
404.18.535.050.41.00	PROFESSIONAL SERVICES	27	-	-	-	-	0.0%	
404.18.535.050.45.00	RENTALS	55	-	-	1,000	1,000	0.0%	
404.18.535.050.48.00	REPAIR & MAINT- FACILITIES	-	-	3,000	3,000	-	0.0%	
404.18.535.050.48.01	REPAIR & MAINT - EQUIPMENT	23	224	-	-	-	0.0%	
404.18.535.050.48.02	R & M - IT SOFTWARE/HARDWARE	-	-	3,500	3,500	-	0.0%	
404.18.535.050.49.04	GOVT PERMIT/CERT/RECORDING FEE	-	-	-	-	-	0.0%	
Total PTF Maintenance		10,879	8,489	16,000	31,000	15,000	93.8%	
PTF Operations								
404.18.535.080.11.00	SALARIES AND WAGES	44,685	72,841	97,000	102,150	5,150	5.3%	
404.18.535.080.11.05	SALARIES AND WAGES - PT	45,012	-	25,000	25,000	-	0.0%	
404.18.535.080.12.00	OVERTIME	424	-	-	-	-	0.0%	
404.18.535.080.21.00	PERSONNEL BENEFITS	22,084	29,807	36,600	35,650	(950)	-2.6%	
404.18.535.080.21.05	PERSONNEL BENEFITS - PT	10,591	-	12,000	12,000	-	0.0%	
404.18.535.080.21.07	PERSONNEL BENEFITS-U&I TAXES	-	-	11,400	11,400	-	0.0%	
404.18.535.080.24.00	UNIFORMS & CLOTHING	184	276	500	500	-	0.0%	
404.18.535.080.31.00	OFFICE & OPERATING SUPPLIES	1,041	1,184	5,500	5,500	-	0.0%	
404.18.535.080.32.00	FUEL CONSUMED	4,344	2,935	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	-	-	12,000	12,000	-	0.0%	
404.18.535.080.42.00	COMMUNICATIONS	863	886	1,000	1,000	-	0.0%	
404.18.535.080.43.00	TRAVEL/HOTEL/PER DIEMS	90	64	-	-	-	0.0%	
404.18.535.080.44.00	ADVERTISING	150	-	500	500	-	0.0%	
404.18.535.080.47.00	PUBLIC UTILITY SERVICE	1,262	1,404	2,200	2,200	-	0.0%	
404.18.535.080.49.00	MISCELLANEOUS	24	123	-	-	-	0.0%	
404.18.535.080.49.01	REGISTRATION	640	26	225	225	-	0.0%	
404.18.535.080.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	33	-	-	-	-	0.0%	
404.18.535.080.49.04	GOVT PERMIT/CERT/RECORDING FEE	-	-	-	-	-	0.0%	
Total PTF Operations		131,519	109,546	208,925	213,125	4,200	2.0%	
Total Poplar Tree Farm (PTF) (18)		142,453	118,035	224,925	244,125	19,200	8.5%	
TOTAL EXPENDITURES		\$ 5,356,473	\$ 5,487,454	\$ 5,812,570	\$ 7,532,194	\$ 1,719,624	29.6%	
ENDING CASH, DECEMBER 31		\$ 5,374,991	\$ 5,368,364	\$ 5,087,505	\$ 2,938,711	\$(2,148,794)	-42.2%	
TOTAL APPROPRIATION		\$10,731,464	\$10,855,818	\$10,900,075	\$10,470,905	\$ (429,170)	-3.9%	

WATER FUND (405) Public Works Water Divisions

Employees:

Department / Classification	Class	2019 Actual	2020 Actual	2021 Budget	2022 Budget	Changes 2021-2022
WATER						
Water Superintendent	Non-Represented	1.00	1.00	1.00	1.00	0.00
Public Works Director	Non-Represented	0.20	0.20	0.25	0.25	0.00
Public Works Office Manager	Teamster	0.20	0.20	0.25	0.25	0.00
Maintenance Tech -Electrical	Teamster	1.00	1.00	1.00	1.00	0.00
Water Treatment Plant Operator II	Teamster	1.00	1.00	1.00	1.00	0.00
Water Treatment Plant Operator I	Teamster	2.00	2.00	2.00	2.00	0.00
Water PTP Operator In-Training	Teamster	0.00	0.00	1.00	1.00	0.00
Water Distribution Operator II	Teamster	2.00	2.00	2.00	2.00	0.00
Water Distribution Operator I/Meter Reader	Teamster	2.00	2.00	2.00	2.00	0.00
Vehicle Maintenance Tech.	Teamster	1.00	1.00	1.00	1.00	0.00
Utility Customer Service Rep. I	Teamster	1.00	1.00	1.00	1.00	0.00
Utility Customer Service Rep. II	Teamster	1.00	1.00	1.00	1.00	0.00
Engineering Tech. III	Teamster	0.49	0.44	0.00	0.00	0.00
Engineering Tech II	Teamster	0.49	0.44	0.88	0.88	0.00
Community Development Director	Non-Represented	0.20	0.00	0.00	0.00	0.00
Planning and Building Manager	Non-Represented	0.10	0.10	0.05	0.05	0.00
Public Works Maintenance Aide (Seasonal)	Hourly	0.68	0.48	0.48	0.48	0.00
Total Water		14.36	13.86	14.91	14.91	0.00

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.

2021 Accomplishment

- Implemented COVID-19 response process for utility billing consistent with the Governor’s Orders
- Complete Construction on Water System Infrastructure Snively Reconstruction Project
- Complete Construction on Water System Infrastructure on Pacific Ave. Reconstruction Project
- Continued performing large meter and backflow testing
- Continued the water leak detection program on 10+ miles of water pipe
- Continued to respond to customer comments/concerns
- Continued water meter replacement program

- Regional water supply agreement between the City of Chehalis and Centralia

2022 Goals and Objective

- Complete Water System Plan Update
- Begin Chehalis River Raw Waterline Replacement Project Design and Permitting
- Construct Water System Infrastructure on Chehalis Ave. From 3rd Street to 9th Street, in connection with the Stormwater/Street 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 (large water meters 4" to 10")

Significant Changes 2022:

Significant changes since the last fiscal year include; The Water System Plan will be completed in 2022 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.

Budgeting and Accounting Changes in 2022

The Water Capital Fund (415) is created starting in 2022 budget year to provide revenues and reserve dollars to construct new or replace portions of existing water production and distribution systems and facilities.

- All capital budget is moved to the Water Capital Fund.
- A portion (\$242,400 or about 8%) of water user fees and all of the hookup/connection fee revenues are budgeted in the Water Capital Fund.
- The 2022 budget includes a \$6,400,000 one-time transfer out to Water Capital Fund.
- 2022 estimated ending fund balance presents about three- and one-half months of operating budget reserves and the required annual debt service reserves.

WATER FUND (405)
SUMMARY BY REVENUES AND EXPENDITURE CATEGORY

Water Fund	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021- 2022	% Change
REVENUE SOURCE						
Intergovernmental	\$ -	\$ 5,480	\$ -	\$ -	\$ -	0.0%
Charges for goods and services	2,943,346	2,945,363	2,930,290	2,718,690	(211,600)	-7.2%
Hookup/Connection Charges	142,194	65,004	120,300	-	(120,300)	-100.0%
Late Fees & Penalties	29,835	7,629	800	23,900	23,100	2887.5%
Interest Earnings	145,959	56,963	13,876	1,456	(12,420)	-89.5%
Other Misc. Revenues	8,877	4,161	4,300	3,400	(900)	-20.9%
Interfund Loan Payment	68,308	69,482	70,911	54,135	(16,776)	-23.7%
Refundable Deposits	90,420	135,596	98,120	90,420	(7,700)	-7.8%
Insurance Recovery	-	-	-	-	-	0.0%
Custodial Receipts	83	-	-	-	-	0.0%
TOTAL REVENUES	\$3,429,022	\$3,289,678	\$3,238,597	\$2,892,001	\$ (346,596)	-10.7%
EXPENDITURES						
Salaries & Wages	\$ 851,480	\$ 823,153	\$ 925,720	\$ 942,360	\$ 16,640	1.8%
Benefits	415,908	395,626	474,000	413,230	(60,770)	-12.8%
Supplies	360,064	291,424	345,636	346,050	414	0.1%
Services	625,688	779,972	774,099	880,925	106,826	13.8%
Capital Outlay	275,989	671,864	1,176,200	-	(1,176,200)	-100.0%
Debt Service	321,150	290,814	238,852	236,344	(2,508)	-1.1%
Interfund Service	(24,737)	(73,677)	(59,200)	(61,000)	(1,800)	3.0%
Utility Deposit Refunds	72,655	88,294	42,800	42,800	-	0.0%
Transfer Out	-	-	-	6,400,000	6,400,000	0.0%
TOTAL EXPENDITURES	\$2,898,197	\$3,267,470	\$3,918,107	\$9,200,709	5,282,602	134.8%
Increase (Decrease) in Fund Balance	530,825	22,208	(679,510)	(6,308,708)	(5,629,198)	828.4%
Beginning Cash, January 1	7,437,091	7,967,916	7,990,124	7,310,614	(679,510)	-8.5%
ENDING CASH, DECEMBER 31	\$7,967,916	\$7,990,124	\$7,310,614	\$1,001,906	\$ (6,308,708)	-86.3%

WATER FUND (405)
SUMMARY BY REVENUES AND EXPENDITURE CATEGORY

Water Fund	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
REVENUE SOURCE						
Intergovernmental	\$ -	\$ 5,480	\$ -	\$ -	\$ -	0.0%
Charges for goods and services	2,943,346	2,945,363	2,930,290	2,718,690	(211,600)	-7.2%
Hookup/Connection Charges	142,194	65,004	120,300	-	(120,300)	-100.0%
Late Fees & Penalties	29,835	7,629	800	23,900	23,100	2887.5%
Interest Earnings	145,959	56,963	13,876	1,456	(12,420)	-89.5%
Other Misc. Revenues	8,877	4,161	4,300	3,400	(900)	-20.9%
Interfund Loan Payment	68,308	69,482	70,911	54,135	(16,776)	-23.7%
Refundable Deposits	90,420	135,596	98,120	90,420	(7,700)	-7.8%
Insurance Recovery	-	-	-	-	-	0.0%
Custodial Receipts	83	-	-	-	-	0.0%
TOTAL REVENUES	\$ 3,429,022	\$ 3,289,678	\$ 3,238,597	\$ 2,892,001	\$ (346,596)	-10.7%
EXPENDITURES						
Salaries & Wages	\$ 851,480	\$ 823,153	\$ 925,720	\$ 942,360	\$ 16,640	1.8%
Benefits	415,908	395,626	474,000	413,230	(60,770)	-12.8%
Supplies	360,064	291,424	345,636	346,050	414	0.1%
Services	625,688	779,972	774,099	955,925	181,826	23.5%
Capital Outlay	275,989	671,864	1,176,200	-	(1,176,200)	-100.0%
Debt Service	321,150	290,814	238,852	236,344	(2,508)	-1.1%
Interfund Service	(24,737)	(73,677)	(59,200)	(61,000)	(1,800)	3.0%
Utility Deposit Refunds	72,655	88,294	42,800	42,800	-	0.0%
Transfer Out	-	-	-	6,320,000	6,320,000	0.0%
TOTAL EXPENDITURES	\$ 2,898,197	\$ 3,267,470	\$ 3,918,107	\$ 9,195,709	5,277,602	134.7%
Increase (Decrease) in Fund Balance	530,825	22,208	(679,510)	(6,303,708)	(5,624,198)	827.7%
Beginning Cash, January 1	7,437,091	7,967,916	7,990,124	7,310,614	(679,510)	-8.5%
ENDING CASH, DECEMBER 31	\$ 7,967,916	\$ 7,990,124	\$ 7,310,614	\$ 1,006,906	\$ (6,303,708)	-86.2%

FUND: 405 - WATER FUND		REVENUES (405)					
Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
REVENUE SOURCE							
Intergovernmental Revenues							
406.333.021.01	US TREASURY CARES FUND	\$ -	\$ 5,480	\$ -	\$ -	\$ -	0.0%
Total Intergovernmental Grants		-	5,480	-	-	-	0.0%
Charges for Goods & Services							
405.343.040.21	RESIDENTIAL	1,136,621	1,109,303	1,162,400	1,039,500	(122,900)	-10.6%
405.343.040.22	COMMERCIAL	1,741,100	1,752,308	1,651,200	1,569,100	(82,100)	-5.0%
405.343.040.23	INTERDEPARTMENTAL - CITY	-	30,064	47,090	47,090	-	0.0%
405.343.040.25	WHOLESALE	40,086	30,620	35,500	35,400	(100)	-0.3%
405.343.040.29	OTHER SALES	5,203	12,544	11,600	9,800	(1,800)	-15.5%
405.343.040.30	UTILITY HOOK UP/CONNECTION	142,194	65,004	120,300	-	(120,300)	-100.0%
405.343.040.49	CHARGES TO PUBLIC AGENCIES	-	-	-	-	-	0.0%
405.343.040.51	COUNTY FILING FEE	800	784	700	700	-	0.0%
405.343.040.91	SERVICE FEE-TURN ONS/OFFS, ETC	11,455	3,412	11,700	8,900	(2,800)	-23.9%
405.343.040.93	ADMINISTRATIVE FEE	120	1,179	1,300	900	(400)	-30.8%
405.343.040.96	OTHER A/R-BAL INSTALL CHGS	7,961	5,149	8,800	7,300	(1,500)	-17.0%
405.343.040.99	OTHER FEES & CHARGES	-	-	-	-	-	0.0%
Total Charges for Goods & Services		3,085,540	3,010,367	3,050,590	2,718,690	(331,900)	-10.9%
Fines/Forfeiture							
405.359.000.00	LATE PAYMENT FEES-NSFs	29,835	7,629	800	23,900	23,100	2887.5%
Total Fines/Forfeiture		29,835	7,629	800	23,900	23,100	2887.5%
Interest Earnings							
405.361.011.00	INTEREST EARNINGS	140,426	53,658	12,000	1,000	(11,000)	-91.7%
405.361.040.07	OTHER INTEREST - INTERFUND LOAN	5,533	3,305	1,876	456	(1,420)	-75.7%
Total Interest Earnings		145,959	56,963	13,876	1,456	(12,420)	-89.5%
Other Misc. Revenues							
405.369.010.00	SALE OF SCRAP OR JUNK	407	-	400	400	-	0.0%
405.369.040.00	OTHER JUDGEMENTS & SETTLEMENTS	-	-	-	-	-	0.0%
405.369.041.00	SWR OTHER JUDGE/SETTLEMENTS	-	-	-	-	-	0.0%
405.369.080.00	CASH OVERAGES/SHORTAGES	-	(553)	-	-	-	0.0%
405.369.090.00	OTHER - NSF CHECKS	-	-	-	-	-	0.0%
405.369.091.00	MISCELLANEOUS INCOME	-	-	-	-	-	0.0%
405.369.091.04	OTHER MISC REV - TAXED	480	-	2,800	2,000	(800)	-28.6%
405.398.000.00	INSURANCE RECOVERY - NON CAPITAL	-	-	-	-	-	0.0%
Total Other Misc. Revenues		887	(553)	3,200	2,400	(800)	-25.0%
Interfund Loans							
405.381.020.07	INTERFUND PRINCIPAL REPAYMENT	68,308	69,482	70,911	54,135	(16,776)	-23.7%
Total Interfund Loans		68,308	69,482	70,911	54,135	(16,776)	-23.7%
Refundable Deposits							
405.382.010.01	UTILITY DEPOSIT RECEIVED	78,600	80,300	78,600	78,600	-	0.0%
405.382.010.02	UTILITY HOLD DEPOSIT RECEIVED	10,720	10,000	10,720	10,720	-	0.0%
405.382.010.03	UTILITY HYDRANT DEPOSIT RECEIVED	1,100	800	1,100	1,100	-	0.0%
405.389.010.06	LATECOMER DEPOSITS	-	44,496	7,700	-	(7,700)	-100.0%
Total Refundable Deposits		90,420	135,596	98,120	90,420	(7,700)	-7.8%
Capital Contribution							
405.388.080.00	PRIOR YEAR CORRECTIONS	7,308	-	-	-	-	0.0%
Total Contributed Capital		7,308	-	-	-	-	0.0%
Agency Deposits							
405.389.030.04	DUE TO STATE - SALES TAX	83	-	-	-	-	0.0%
Total Agency Deposits		83	-	-	-	-	0.0%
Proceeds from Sale of Assets							
405.395.010.00	PROCEEDS FROM SALES OF ASSETS	-	-	-	-	-	0.0%
405.395.020.00	INS RECOVERY - CAPITAL ASSETS	682	4,714	1,100	1,000	(100)	-9.1%
Total Proceeds from Sale of Assets		682	4,714	1,100	1,000	(100)	-9.1%
TOTAL REVENUES		\$ 3,429,022	\$ 3,289,678	\$ 3,238,597	\$ 2,892,001	\$ (346,596)	-10.7%
BEGINNING CASH, JANUARY 1		\$ 7,437,091	\$ 7,967,916	\$ 7,990,124	\$ 7,310,614	\$ (679,510)	-8.5%
TOTAL APPROPRIATION		\$ 10,866,113	\$ 11,257,594	\$ 11,228,721	\$ 10,202,615	\$ (1,026,106)	-9.1%

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

Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
EXPENDITURES							
Public Works Water Division General (10)							
Water General Administration (534.010)							
405.10.534.010.11.00	SALARIES AND WAGES	\$ 133,852	\$ 113,691	\$ 115,500	\$ 172,270	\$ 56,770	49.2%
405.10.534.010.11.02	SALARIES & WAGES - ADM SUPPORT	11,540	14,420	15,000	15,260	260	1.7%
405.10.534.010.21.00	PERSONNEL BENEFITS	53,202	44,903	44,700	46,270	1,570	3.5%
405.10.534.010.21.02	PERSONNEL BENEFITS - ADM SUPPORT	6,605	7,815	8,900	9,040	140	1.6%
405.10.534.010.31.00	OFFICE & OPERATING SUPPLIES	2,428	1,507	2,000	2,000	-	0.0%
405.10.534.010.32.00	FUEL CONSUMED	1,312	1,359	1,200	1,600	400	33.3%
405.10.534.010.35.00	SMALL TOOLS & MINOR EQUIPMENT	67	851	2,000	2,000	-	0.0%
405.10.534.010.41.00	PROFESSIONAL SERVICES	12,842	2,733	1,980	71,980	70,000	3535.4%
405.10.534.010.42.00	COMMUNICATIONS	7,595	7,578	7,336	8,000	664	9.1%
405.10.534.010.43.00	TRAVEL/HOTEL/PER DIEMS	194	-	1,008	1,100	92	9.1%
405.10.534.010.44.00	ADVERTISING	598	408	405	500	95	23.5%
405.10.534.010.46.00	INSURANCE	55,225	57,939	81,859	91,450	9,591	11.7%
405.10.534.010.47.00	PUBLIC UTILITY SERVICE	2,843	1,918	2,900	2,900	-	0.0%
405.10.534.010.47.03	PUBLIC UTILITY SERVICE - CITY	-	2,160	2,350	2,350	-	0.0%
405.10.534.010.48.00	REPAIR & MAINT- FACILITIES	2,087	532	1,000	1,000	-	0.0%
405.10.534.010.48.01	REPAIR & MAINT - EQUIPMENT	319	350	300	300	-	0.0%
405.10.534.010.48.02	R & M - SOFTWARE/HARDWARE	1,798	4,154	700	700	-	0.0%
405.10.534.010.49.00	MISC - LATECOMER DEPOSITS	333	47	800	800	-	0.0%
405.10.534.010.49.01	REGISTRATION	705	-	2,400	2,400	-	0.0%
405.10.534.010.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	1,174	1,348	10,000	10,000	-	0.0%
405.10.534.010.49.04	GOVT PERMIT & RECORDING FEES	75	4,754	-	-	-	0.0%
405.10.534.010.49.07	MISCELLANEOUS-BANK FEE	-	191	-	-	-	0.0%
405.10.534.010.40.15	INTERGOVT PROF SVCS - LEWIS COUNTY	-	-	-	-	-	0.0%
405.10.534.010.40.03	EXTERNAL TAXES & OPER ASSESS	152,386	146,232	132,900	132,900	-	0.0%
405.10.534.010.40.16	INTERGOVT SVCS - LC EMERGENCY MGMT	-	3,699	3,800	3,800	-	0.0%
405.10.534.010.40.10	UT TAXES & OPER ASSESSMT - GF	178,343	180,924	185,100	185,800	700	0.4%
405.10.597.009.55.15	TRANSFER OUT - FUND 415 CAPITAL	-	-	-	6,400,000	6,400,000	0.0%
Total Water General Administration		625,523	599,513	624,138	7,164,420	6,540,282	1047.9%
Water Engineering Services (534.021)							
405.10.534.021.11.00	SALARIES AND WAGES	40,013	47,801	60,900	56,650	(4,250)	-7.0%
405.10.534.021.11.06	SALARIES AND WAGES- VEH MC	-	227	-	-	-	0.0%
405.10.534.021.12.00	OVERTIME	87	23	-	-	-	0.0%
405.10.534.021.21.00	PERSONNEL BENEFITS	22,071	16,852	32,200	26,240	(5,960)	-18.5%
405.10.534.021.21.06	PERSONNEL BENEFITS - VEH MC	-	55	-	-	-	0.0%
405.10.534.021.24.00	UNIFORMS & CLOTHING	90	81	200	200	-	0.0%
405.10.534.021.31.00	OFFICE & OPERATING SUPPLIES	830	1,875	1,804	1,800	(4)	-0.2%
405.10.534.021.32.00	FUEL CONSUMED	795	623	1,892	1,900	8	0.4%
405.10.534.021.35.00	SMALL TOOLS & MINOR EQUIPMENT	1,829	877	2,640	2,650	10	0.4%
405.10.534.021.41.00	PROFESSIONAL SERVICES	501	392	1,320	1,320	-	0.0%
405.10.534.021.42.00	COMMUNICATIONS	218	556	396	650	254	64.1%
405.10.534.021.43.00	TRAVEL/HOTEL/PER DIEMS	151	-	1,166	1,170	4	0.3%
405.10.534.021.44.00	ADVERTISING	408	93	528	550	22	4.2%
405.10.534.021.46.00	INSURANCE	2,227	1,444	1,640	1,880	240	14.6%
405.10.534.021.48.00	REPAIR & MAINT- FACILITIES	5	-	-	-	-	0.0%
405.10.534.021.48.01	REPAIR & MAINT - EQUIPMENT	-	13	440	440	-	0.0%
405.10.534.021.48.02	R & M - SOFTWARE/HARDWARE	2,016	5,398	616	620	4	0.6%
405.10.534.021.49.00	MISCELLANEOUS	36	-	-	-	-	0.0%
405.10.534.021.49.01	REGISTRATION	-	-	880	880	-	0.0%
405.10.534.021.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	145	22	7,370	7,370	-	0.0%
405.10.534.021.49.04	GOVT PERMIT & RECORDING FEES	-	-	-	-	-	0.0%
405.10.591.048.71.03	L/T LEASE - COPIER/PRINTER	-	-	-	2,970	2,970	0.0%
405.10.594.048.71.00	CAPITAL LEASES - PRINCIPAL	1,012	2,321	2,464	-	(2,464)	-100.0%
405.10.594.048.81.00	CAPITAL LEASES - INTEREST	266	644	502	-	(502)	-100.0%
Total Water Engineering Services		72,700	79,297	116,958	107,290	(9,668)	-8.3%
Vehicle Maintenance Shop (534.050)							
405.10.534.050.11.00	SALARIES AND WAGES	225	526	-	-	-	0.0%
405.10.534.050.11.05	SALARIES AND WAGES - PT	-	-	2,000	2,000	-	0.0%
405.10.534.050.11.06	SALARIES AND WAGES - VEH MC	32,664	38,961	33,800	36,860	3,060	9.1%
405.10.534.050.12.00	OVERTIME	529	500	-	-	-	0.0%

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

Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
405.10.534.050.12.06	OVERTIME - VEH MECH	1,274	1,091	500	500	-	0.0%
405.10.534.050.21.00	PERSONNEL BENEFITS	288	252	-	-	-	0.0%
405.10.534.050.21.05	PERSONNEL BENEFITS - PT	-	-	400	400	-	0.0%
405.10.534.050.21.06	PERSONNEL BENEFITS - VEH MC	33,759	35,155	35,300	37,590	2,290	6.5%
405.10.534.050.24.06	UNIFORMS & CLOTHING - VEH MECH	184	184	-	-	-	0.0%
405.10.534.050.31.00	OFFICE & OPERATING SUPPLIES	192	351	-	-	-	0.0%
405.10.534.050.41.00	PROFESSIONAL SERVICES	100	-	-	-	-	0.0%
405.10.534.050.48.00	REPAIR & MAINT- FACILITIES	-	-	-	-	-	0.0%
405.10.534.050.48.01	REPAIR & MAINT - EQUIPMENT	-	-	-	-	-	0.0%
405.10.534.050.48.02	R & M - SOFTWARE/HARDWARE	-	81	-	-	-	0.0%
405.10.534.050.49.00	MISCELLANEOUS	23	-	-	-	-	0.0%
405.10.534.050.49.04	GOVT PERMIT & RECORDING FEES	-	-	-	-	-	0.0%
Total Vehicle Maintenance Shop		69,238	77,101	72,000	77,350	5,350	7.4%
Customer Service Operations (534.070)							
405.10.534.070.11.00	SALARIES AND WAGES	148,661	179,311	219,600	199,300	(20,300)	-9.2%
405.10.534.070.11.05	SALARIES AND WAGES - PT	-	-	11,520	11,520	-	0.0%
405.10.534.070.12.00	OVERTIME	59	-	500	500	-	0.0%
405.10.534.070.21.00	PERSONNEL BENEFITS	105,162	109,309	124,900	92,150	(32,750)	-26.2%
405.10.534.070.21.05	PERSONNEL BENEFITS - PT	-	-	900	900	-	0.0%
405.10.534.070.24.00	UNIFORMS & CLOTHING	613	368	500	500	-	0.0%
405.10.534.070.31.00	OFFICE & OPERATING SUPPLIES	1,457	1,771	5,000	5,000	-	0.0%
405.10.534.070.31.02	OFFICE & OPERATING SUPPLIES	7,878	8,482	8,000	8,000	-	0.0%
405.10.534.070.32.00	FUEL CONSUMED	4,297	3,902	4,500	4,500	-	0.0%
405.10.534.070.35.00	SMALL TOOLS & MINOR EQUIPMENT	863	4,386	2,700	2,700	-	0.0%
405.10.534.070.41.00	PROFESSIONAL SERVICES	263	211	-	-	-	0.0%
405.10.534.070.42.00	COMMUNICATIONS	14,465	10,104	10,000	13,000	3,000	30.0%
405.10.534.070.43.00	TRAVEL/HOTEL/PER DIEMS	-	90	1,000	1,000	-	0.0%
405.10.534.070.45.00	RENTALS	3,919	3,606	11,000	11,000	-	0.0%
405.10.534.070.46.00	INSURANCE	3,134	3,362	3,820	4,280	460	12.0%
405.10.534.070.47.00	PUBLIC UTILITY SERVICE	155	-	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	-	-	500	500	-	0.0%
405.10.534.070.48.01	REPAIR & MAINT - EQUIPMENT	2,797	422	500	500	-	0.0%
405.10.534.070.48.02	R & M - SOFTWARE/HARDWARE	11,927	29,600	26,640	26,640	-	0.0%
405.10.534.070.49.00	MISCELLANEOUS	16	69	1,000	1,000	-	0.0%
405.10.534.070.49.01	REGISTRATION	300	53	1,400	1,400	-	0.0%
405.10.534.070.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	42	373	600	600	-	0.0%
405.10.534.070.49.03	MISCELLANEOUS-CC FEES	-	16,410	26,000	29,000	3,000	11.5%
405.10.534.070.49.04	GOVT PERMIT & RECORDING FEES	225	235	400	400	-	0.0%
Total Customer Service Operations		306,233	372,064	461,080	414,490	(46,590)	-10.1%
Customer Services Operations Contra Expenses (534.071)							
405.10.534.071.1C.00	WAGE CONTRA EXP	(85,035)	(98,802)	(97,000)	(97,000)	-	0.0%
405.10.534.071.2C.00	BENEFIT CONTRA EXP	(59,351)	(61,117)	(62,700)	(62,700)	-	0.0%
405.10.534.071.3C.00	SUPPLIES CONTRA EXP	(8,767)	(11,102)	(11,200)	(11,200)	-	0.0%
405.10.534.071.4C.00	SERVICES CONTRA EXP	(23,637)	(42,220)	(38,600)	(38,600)	-	0.0%
Total Customer Services Operations Contra Expenses		(176,790)	(213,241)	(209,500)	(209,500)	-	0.0%
Water Division Operations (534.080)							
405.10.534.080.31.00	OFFICE & OPERATING SUPPLIES	17	53	-	-	-	0.0%
405.10.534.080.32.00	FUEL CONSUMED	930	583	-	-	-	0.0%
405.10.534.080.41.00	PROFESSIONAL SERVICES	-	10,199	-	-	-	0.0%
405.10.534.080.47.00	PUBLIC UTILITY SERVICE	12	-	-	-	-	0.0%
405.10.534.080.49.01	REGISTRATION	35	-	-	-	-	0.0%
405.10.534.080.49.04	MISCELLANEOUS	4,841	30	-	-	-	0.0%
Total Water Division Operations		5,835	10,865	-	-	-	0.0%
Water Division Contra Expense Offsets,(General Fund) (534.091)							
405.10.534.091.1A.00	WAGE CONTRA OFFSETS	69,359	68,292	78,000	70,900	(7,100)	-9.1%
405.10.534.091.2A.00	BENEFIT CONTRA OFFSETS	36,464	34,380	34,600	36,400	1,800	5.2%
405.10.534.091.3A.00	SUPPLIES CONTRA OFFSETS	2,619	2,715	1,700	1,900	200	11.8%
405.10.534.091.4A.00	SERVICES CONTRA OFFSETS	43,611	34,177	36,000	39,300	3,300	9.2%
Total Water Division Contra Expense Offsets (General Fund)		152,053	139,564	150,300	148,500	(1,800)	-1.2%
Water Utility Deposit Refunds							

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

Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
405.10.582.010.01.00	UTILTIY DEPOSIT REFUND/APPLIED	64,310	62,095	34,400	34,400	-	0.0%
405.10.582.010.02.00	UTILITY HOLD DEPOSIT REFUND/APPLIED	7,145	10,375	7,200	7,200	-	0.0%
405.10.582.010.03.00	HYDRANT DEPOSIT REFUND/APPLIED	1,200	800	1,200	1,200	-	0.0%
405.10.582.010.06.00	LATECOMER FEE REIMBURSEMENTS	-	15,024	-	-	-	0.0%
Total Water Utility Deposit Refunds		72,655	88,294	42,800	42,800	-	0.0%
Due to State (589.00)							
405.10.589.030.00.04	DUE TO STATE - SALES TAX	33	-	-	-	-	0.0%
Total Due to State		33	-	-	-	-	0.0%
Debt Service Payment - Principal (591.034)							
405.10.591.034.72.00	REV BOND REDEMPTION OF L/T DEBT	27,000	-	-	-	-	0.0%
405.10.591.034.78.00	PWTF- LOAN PRINCIPAL SRFL #4	48,315	48,315	-	-	-	0.0%
405.10.591.034.78.01	PWTF- LOAN PRINCIPAL - WTP PH IV	63,006	63,007	63,076	63,076	-	0.0%
405.10.591.034.78.02	DWSRF LOAN PRINC - REDUNDANT FLOC	60,600	60,600	60,600	60,600	-	0.0%
405.10.591.034.78.03	WSRF-LOAN PRINCIPAL HIGH LEVEL RSVR	85,850	85,850	85,850	85,850	-	0.0%
Total Debt Service Payment - Principal		284,771	257,772	209,526	209,526	-	0.0%
Debt Service Payment - Interest (592.034)							
405.10.592.034.83.00	INTEREST/OTHER DEBT SVC COSTS	1,050	-	-	-	-	0.0%
405.10.592.034.89.00	INVESTMENT SERVICE FEES	254	-	-	-	-	0.0%
405.10.592.T34.83.00	PWTF-WTRRB INTEREST LONG TERM	2,416	1,208	-	-	-	0.0%
405.10.592.T34.83.01	PWTF-WTRRB INT ON LONG TERM EXTER DEBT	2,520	2,205	1,893	1,577	(316)	-16.7%
405.10.592.T34.83.02	DWSRF - LOAN INT - REDUNDANT FLOC	17,271	16,362	15,453	14,544	(909)	-5.9%
405.10.592.T34.83.03	WSFR- LOAN INTEREST-HIGH LEVEL	11,590	10,302	9,014	7,727	(1,287)	-14.3%
Total Debt Service Payment - Interest		35,101	30,077	26,360	23,848	(2,512)	-9.5%
Capital Outlays (594.034)							
405.10.594.034.61.00	LAND	1,200	-	-	-	-	0.0%
405.10.594.034.62.00	BUILDINGS AND STRUCTURES	590	2,142	35,000	-	(35,000)	-100.0%
405.10.594.034.63.00	OTHER IMPROVEMENTS	-	-	-	-	-	0.0%
405.10.594.034.64.00	MACHINERY & EQUIPMENT	24,820	78,902	72,000	-	(72,000)	-100.0%
405.10.594.034.65.00	CONSTRUCTION PROJECTS	-	434,133	779,200	-	(779,200)	-100.0%
405.10.594.034.65.41	CONSTRUCTION PROJECTS-ENG SVC	243,090	150,398	290,000	-	(290,000)	-100.0%
405.10.594.034.71.00	CAPITAL LEASE-PRINCIPAL	5,055	5,432	-	-	-	0.0%
405.10.594.034.81.00	CAPITAL LEASE-INTEREST	1,234	857	-	-	-	0.0%
Total Capital Outlays		275,989	671,864	1,176,200	-	(1,176,200)	-100.0%
Total Public Works Water Division- General (10)		1,723,341	2,113,170	2,669,862	7,978,724	5,308,862	198.8%
Public Works - Water Filter Plant (14)							
Water Filter Plant Maintenance							
405.14.534.050.31.00	OFFICE & OPERATING SUPPLIES	8,388	6,183	12,000	12,000	-	0.0%
405.14.534.050.35.00	SMALL TOOLS & MINOR EQUIPMENT	1,516	2,217	3,000	3,000	-	0.0%
405.14.534.050.41.00	PROFESSIONAL SERVICES	27	-	-	-	-	0.0%
405.14.534.050.45.00	RENTALS	-	-	-	-	-	0.0%
405.14.534.050.48.00	REPAIR & MAINT- FACILITIES	26,158	-	53,000	56,000	3,000	5.7%
405.14.534.050.48.01	REPAIR & MAINT - EQUIPMENT	1,668	11,313	1,000	1,000	-	0.0%
405.14.534.050.48.02	R & M - SOFTWARE/HARDWARE	1,999	427	2,000	2,000	-	0.0%
Total Water Filter Plant Maintenance		39,756	20,140	71,000	74,000	3,000	4.2%
Water Filter Plant Operations							
405.14.534.080.11.00	SALARIES AND WAGES	187,772	167,641	184,300	171,730	(12,570)	-6.8%
405.14.534.080.11.05	SALARIES AND WAGES - PT	-	2,695	8,600	8,600	-	0.0%
405.14.534.080.12.00	OVERTIME	25,370	25,281	25,000	25,000	-	0.0%
405.14.534.080.21.00	PERSONNEL BENEFITS	73,948	72,541	99,900	76,930	(22,970)	-23.0%
405.14.534.080.21.05	PERSONNEL BENEFITS - PT	-	352	2,800	2,800	-	0.0%
405.14.534.080.24.00	UNIFORMS & CLOTHING	184	368	900	900	-	0.0%
405.14.534.080.31.00	OFFICE & OPERATING SUPPLIES	2,139	14,544	10,000	10,000	-	0.0%
405.14.534.080.31.RP	OFFICE & OPERATING SUPPLIES/RESALE PERM	69,592	44,640	88,000	88,000	-	0.0%
405.14.534.080.32.00	FUEL CONSUMED	3,492	3,315	4,500	4,500	-	0.0%
405.14.534.080.35.00	SMALL TOOLS & MINOR EQUIPMENT	1,064	-	-	-	-	0.0%
405.14.534.080.41.00	PROFESSIONAL SERVICES	29,421	88,964	55,000	55,000	-	0.0%
405.14.534.080.42.00	COMMUNICATIONS	6,689	6,226	6,000	6,000	-	0.0%
405.14.534.080.43.00	TRAVEL/HOTEL/PER DIEMS	-	-	1,600	1,600	-	0.0%

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

Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
405.14.534.080.44.00	ADVERTISING	215	-	-	-	-	0.0%
405.14.534.080.47.00	PUBLIC UTILITY SERVICE	15,719	13,084	15,000	15,000	-	0.0%
405.14.534.080.47.03	PUBLIC UTILITY SERVICE - CITY	-	5,532	6,045	6,045	-	0.0%
405.14.534.080.48.00	REPAIR & MAINT- FACILITIES	20,333	51,721	-	-	-	0.0%
405.14.534.080.48.01	REPAIR & MAINT- EQUIPMENT	-	-	-	-	-	0.0%
405.14.534.080.48.02	R & M - SOFTWARE/HARDWARE	-	649	-	-	-	0.0%
405.14.534.080.49.00	MISCELLANEOUS	-	65	-	-	-	0.0%
405.14.534.080.49.01	REGISTRATION	-	600	2,500	5,500	3,000	120.0%
405.14.534.080.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	42	84	2,000	2,000	-	0.0%
405.14.534.080.49.04	GOV PERMIT/RECORDING FEE	3,952	4,104	-	-	-	0.0%
Total Water Filter Plant Operations		439,932	502,406	512,145	479,605	(32,540)	-6.4%
Total Water Filter Plant (14)		479,688	522,546	583,145	553,605	(29,540)	-5.1%
Water Distribution (15)							
Water Distribution Maintenance (534.050)							
405.15.534.050.11.00	SALARIES AND WAGES	773	-	-	-	-	0.0%
405.15.534.050.11.05	PART TIME SALARIES AND WAGES	120	-	-	-	-	0.0%
405.15.534.050.12.00	OVERTIME	-	-	-	-	-	0.0%
405.15.534.050.21.00	PERSONNEL BENEFITS	202	-	-	-	-	0.0%
405.15.534.050.21.05	PART TIME PERSONNEL BENEFITS	20	-	-	-	-	0.0%
405.15.534.050.31.00	OFFICE & OPERATING SUPPLIES	29,978	31,013	40,000	40,000	-	0.0%
405.15.534.050.34.00	ITEMS PURCH'D FOR INV & RESALE	203,674	137,564	130,000	130,000	-	0.0%
405.15.534.050.35.00	SMALL TOOLS & MINOR EQUIPMENT	1,705	7,061	9,000	9,000	-	0.0%
405.15.534.050.41.00	PROFESSIONAL SERVICES	27	25	-	-	-	0.0%
405.15.534.050.42.00	COMMUNICATIONS	-	61	-	-	-	0.0%
405.15.534.050.45.00	RENTALS	860	1,394	500	500	-	0.0%
405.15.534.050.48.00	REPAIR & MAINT- FACILITIES	754	6,123	18,950	18,950	-	0.0%
405.15.534.050.48.01	REPAIR & MAINT - EQUIPMENT	731	31,224	1,500	1,500	-	0.0%
405.15.534.050.48.02	R & M - SOFTWARE/HARDWARE	188	527	400	400	-	0.0%
405.15.534.050.49.00	MISCELLANEOUS	-	-	-	-	-	0.0%
405.15.534.050.49.04	GOV PERMIT/RECORDING FEE	125	-	-	-	-	0.0%
Total Water Distribution Maintenance		239,157	214,992	200,350	200,350	-	0.0%
Water Distribution Operations (534.080)							
405.15.534.080.11.00	SALARIES AND WAGES	202,742	183,659	171,000	163,790	(7,210)	-4.2%
405.15.534.080.11.05	SALARIES AND WAGES - PT	13,380	16,389	7,500	7,500	-	0.0%
405.15.534.080.12.00	OVERTIME	887	269	5,000	5,000	-	0.0%
405.15.534.080.12.05	OVERTIME - PT	203	109	1,300	1,300	-	0.0%
405.15.534.080.21.00	PERSONNEL BENEFITS	87,931	75,207	78,900	75,680	(3,220)	-4.1%
405.15.534.080.21.05	PERSONNEL BENEFITS - PT	2,269	2,123	5,000	5,000	-	0.0%
405.15.534.080.24.00	UNIFORMS & CLOTHING	548	552	900	900	-	0.0%
405.15.534.080.31.00	OFFICE & OPERATING SUPPLIES	2,977	86	200	200	-	0.0%
405.15.534.080.32.00	FUEL CONSUMED	7,904	9,487	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	4,038	540	27,000	27,000	-	0.0%
405.15.534.080.42.00	COMMUNICATIONS	1,937	1,702	3,000	3,000	-	0.0%
405.15.534.080.43.00	TRAVEL/HOTEL/PER DIEMS	25	-	1,000	1,000	-	0.0%
405.15.534.080.47.00	PUBLIC UTILITY SERVICE	26,796	27,339	19,300	28,000	8,700	45.1%
405.15.534.080.47.03	PUBLIC UTILITY SERVICE - CITY	-	843	850	850	-	0.0%
405.15.534.080.48.00	REPAIR & MAINT- FACILITIES	-	-	-	-	-	0.0%
405.15.534.080.48.01	REPAIR & MAINT - EQUIPMENT	-	-	-	-	-	0.0%
405.15.534.080.48.02	R & M - SOFTWARE/HARDWARE	6,873	6,984	8,333	8,333	-	0.0%
405.15.534.080.49.00	MISCELLANEOUS	78	87	-	-	-	0.0%
405.15.534.080.49.01	REGISTRATION	210	131	1,500	1,500	-	0.0%
405.15.534.080.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	42	101	1,167	1,167	-	0.0%
405.15.534.080.49.04	GOV PERMITS/CERTIFICATIONS	-	42	-	-	-	0.0%
Total Water Distribution Operations		359,916	325,650	340,950	339,220	(1,730)	-0.5%
Total Water Distribution(15)		599,073	540,642	541,300	539,570	(1,730)	-0.3%
Water Intake (19)							
Water Intake Maintenance (534.050)							
405.19.534.050.31.00	OFFICE & OPERATING SUPPLIES	1,344	4,876	2,200	2,200	-	0.0%

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

Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
405.19.534.050.35.00	SMALL TOOLS & MINOR EQUIPMENT	-	-	1,000	1,000	-	0.0%
405.19.534.050.45.00	RENTALS	-	253	-	-	-	0.0%
405.19.534.050.48.00	REPAIR & MAINT- FACILITIES	-	6,825	1,500	1,500	-	0.0%
405.19.534.050.48.01	REPAIR & MAINT - EQUIPMENT	-	85	1,000	1,000	-	0.0%
Total Water Intake Maintenance		1,344	12,039	5,700	5,700	-	0.0%
Water Intake Operations (534.080)							
405.19.534.080.11.00	SALARIES AND WAGES	42,991	22,661	56,700	57,580	880	1.6%
405.19.534.080.11.05	SALARIES AND WAGES - PT	-	145	-	-	-	0.0%
405.19.534.080.12.00	OVERTIME	8,338	7,753	7,000	7,000	-	0.0%
405.19.534.080.21.00	PERSONNEL BENEFITS	28,755	29,306	37,400	37,530	130	0.3%
405.19.534.080.21.05	PERSONNEL BENEFITS - PT	-	19	-	-	-	0.0%
405.19.534.080.24.00	UNIFORMS & CLOTHING	77	184	200	200	-	0.0%
405.19.534.080.31.00	OFFICE & OPERATING SUPPLIES	415	1,444	1,000	1,000	-	0.0%
405.19.534.080.32.00	FUEL CONSUMED	1,905	2,375	4,000	4,000	-	0.0%
405.19.534.080.41.00	PROFESSIONAL SERVICES	-	100	-	-	-	0.0%
405.19.534.080.42.00	COMMUNICATIONS	1,893	1,390	1,500	1,500	-	0.0%
405.19.534.080.43.00	TRAVEL/HOTEL/PER DIEMS	-	-	100	100	-	0.0%
405.19.534.080.47.00	PUBLIC UTILITY SERVICE	10,377	13,670	10,000	14,000	4,000	40.0%
405.19.534.080.49.00	MISCELLANEOUS	-	-	-	-	-	0.0%
405.19.534.080.49.01	REGISTRATION	-	26	200	200	-	0.0%
Total Water Intake Operations		94,751	79,073	118,100	123,110	5,010	4.2%
Total Water Intake (19)		96,095	91,112	123,800	128,810	5,010	4.0%
TOTAL EXPENDITURES		\$ 2,898,197	\$ 3,267,470	\$ 3,918,107	\$ 9,200,709	\$ 5,282,602	134.8%
ENDING CASH, DECEMBER 31		\$ 7,967,916	\$ 7,990,124	\$ 7,310,614	\$ 1,001,906	\$ (6,308,708)	-86.3%
TOTAL APPROPRIATION		\$ 10,866,113	\$ 11,257,594	\$ 11,228,721	\$ 10,202,615	\$ (1,026,106)	-9.1%

STORM & SURFACE WATER (406)

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

Employees:

Department / Classification	Class	2019 Actual	2020 Actual	2021 Budget	2022 Budget	Changes 2021-2022
STORM & SURFACE WATER						
Street/Stormwater Superintendent	Non-Represented	0.50	0.50	0.50	0.50	0.00
Public Works Director	Non-Represented	0.20	0.15	0.20	0.20	0.00
Public Works Office Manager	Teamster	0.20	0.20	0.30	0.30	0.00
Storm/Wastewater Collection Specialist	Teamster	1.50	1.50	1.50	1.50	0.00
Engineering Tech. III	Teamster	0.20	0.03	0.00	0.00	0.00
Engineering Tech II	Teamster	0.20	0.03	0.12	0.12	0.00
Equipment Operator I	Teamster	0.25	0.25	0.25	0.25	0.00
Equipment Operator II	Teamster	0.25	0.25	0.25	0.25	0.00
Community Development Director	Non-Represented	0.15	0.00	0.00	0.00	0.00
Planning and Building Manager	Non-Represented	0.10	0.10	0.05	0.05	0.00
PW Property Maint. Aide (Seasonal)	Hourly	0.26	0.26	0.24	0.24	0.00
Total Storm & Surface Water		3.81	3.27	3.41	3.41	0.00

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.

2021 Accomplishments:

- Removed numerous hazards and blockages from storm drainage system
- Installed new storm line on Pacific Avenue and Prindle Street
- Began mapping collection system with GPS survey
- Identified and replaced several failing brick catch basins
- Cleaned catch basins throughout the city
- Cleaned catch basins in Lewis County through our interlocal agreement

2022 Goals and Objectives:

- Continue to repair/replace storm infrastructure as necessary
- Replace failing storm infrastructure on Chehalis Avenue between 3rd Street and 9th Street as part of roadway reconstruction project.
- Continue ditch cleaning
- Use line camera to continue to inventory the storm system, and identify problems
- Continue GPS survey for accurate mapping of system
- Continue to respond to customer complaints/concerns in a timely manner

Significant Changes 2022:

\$46,300 for storm line and catch basin replacements on Chehalis Avenue (part of the roadway reconstruction project) and increase of \$40,000 in operating supplies for in-house stormwater improvements encountered throughout the year.

Budgeting Changes 2022:

The Stormwater Capital Fund is created in 2022 to provide revenues and reserve dollars to construct new or replaced portions of the existing stormwater collection and treatment system.

A portion (\$120,000 or about 17%) of stormwater user fee revenue and all of the hookup/connection fee revenues are budgeted in the Stormwater Capital Fund. Also the 2022 budget includes a \$1,295,000 one-time capital transfers out to the Stormwater Capital Fund.

The ending fund balance at the end of 2022 represents about three and one-half months of operating budget reserves.

**STORM AND SURFACE WATER FUND (406)
SUMMARY BY REVENUE AND EXPENDITURE CATEGORY**

STORM AND SURFACE WATER FUND	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
REVENUE SOURCE						
Intergovernmental	\$ -	\$ 3,097	\$ -	\$ -	\$ -	0.0%
Charges for services	692,787	724,679	677,015	577,500	(99,515)	-14.7%
Hookup/Connection Charge	8,997	3,472	29,750	-	(29,750)	-100.0%
Late Fee & Penalties	6,074	2,095	-	6,070	6,070	0.0%
Interest Earnings	26,483	8,669	3,000	800	(2,200)	-73.3%
Misc. Other Revenues	850	311	-	-	-	0.0%
TOTAL REVENUES	\$ 735,191	\$ 742,323	\$ 709,765	\$ 584,370	\$ (125,395)	-17.7%
EXPENDITURES						
Salaries & Wages	\$ 217,091	\$ 192,171	\$ 214,450	\$ 221,500	\$ 7,050	3.3%
Benefits	107,773	95,096	118,210	93,760	(24,450)	-20.7%
Supplies	46,633	69,005	60,884	105,700	44,816	73.6%
Services	42,098	32,023	48,954	51,140	2,186	4.5%
Capital Outlay	13,755	4,950	393,902	-	(393,902)	-100.0%
Debt Service	131	-	-	420	420	0.0%
Interfund Service	112,318	110,013	111,700	108,500	(3,200)	-2.9%
Transfers out	-	-	-	1,295,000	1,295,000	0.0%
TOTAL EXPENDITURES	\$ 539,799	\$ 503,258	\$ 948,100	\$ 1,876,020	\$ 927,920	97.9%
Increase (Decrease) in Fund Balance	195,392	239,065	(238,335)	(1,291,650)	(1,053,315)	441.9%
Beginning Cash, January 1	1,264,662	1,460,054	1,699,119	1,460,784	(238,335)	-14.0%
ENDING CASH, DECEMBER 31	\$ 1,460,054	\$ 1,699,119	\$ 1,460,784	\$ 169,134	\$(1,291,650)	-88.4%

FUND: 406 -STORM AND SURFACE WATER FUND		REVENUES (406)					
Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Changes 2021-2022	% Changes
REVENUE SOURCE							
Intergovernmental Revenues							
406.333.021.01	US TREASURY CARES FUND	\$ -	\$ 3,097	\$ -	\$ -	\$ -	0.0%
Total Intergovernmental Revenues		-	3,097	-	-	-	0.0%
Charges for Goods & Services							
406.343.010.01	SINGLE FAMILY RESIDENTIAL	212,082	213,934	199,280	170,900	(28,380)	-14.2%
406.343.010.02	CLOSED NON-SINGLE FAMILY RESID	374,308	371,913	353,570	300,600	(52,970)	-15.0%
406.343.010.03	OPEN NON-SINGLE FAMILY RESID	99,500	98,863	86,690	77,900	(8,790)	-10.1%
406.343.010.23	INTERDEPARTMENTAL - CITY	-	28,112	29,075	19,100	(9,975)	-34.3%
406.343.010.30	UTILITY HOOK UP/CONNECTION	8,997	3,472	29,750	-	(29,750)	-100.0%
406.343.010.93	ADMINISTRATIVE FEE	-	525	190	200	10	5.3%
406.343.010.96	OTHER ACCTS REC-REPAIRS,ETC	6,897	11,332	8,210	8,800	590	7.2%
Total Charges for Goods & Services		701,784	728,151	706,765	577,500	(129,265)	-18.3%
Fines/Forfeitures							
406.359.000.00	LATE PAYMENT FEES	6,074	2,095	-	6,070	6,070	-
Total Fines/Forfeitures		6,074	2,095	-	6,070	6,070	0.0%
Interest Earnings							
406.361.011.00	INTEREST EARNINGS	26,483	8,669	3,000	800	(2,200)	(1)
Total Interest Earnings		26,483	8,669	3,000	800	(2,200)	-73.3%
Misc. Other Revenues							
406.369.010.00	SALE OF SCRAP OR JUNK	659	311	-	-	-	-
406.369.040.00	OTHER JUDGEMENTS & SETTLEMENTS	-	-	-	-	-	-
406.369.091.00	MISCELLANEOUS INCOME	-	-	-	-	-	-
406.369.091.04	OTHER MISC REV - TAXED	-	-	-	-	-	-
406.388.080.00	PRIOR YEAR CORRECTIONS	-	-	-	-	-	-
406.398.000.00	INSURANCE RECOVERY - NON CAPITAL	-	-	-	-	-	-
Total Misc. Other Revenues		659	311	-	-	-	0.0%
Agency Deposits							
406.389.030.04	DUE TO STATE - SALES TAX	55	-	-	-	-	-
Total Agency Deposits		55	-	-	-	-	0.0%
Proceeds from Sale of Assets							
406.395.020.00	INS RECOVERY - CAPITAL ASSETS	136	-	-	-	-	-
Total Proceeds from Sales of Assets		136	-	-	-	-	0.0%
TOTAL REVENUES		\$ 735,191	\$ 742,323	\$ 709,765	\$ 584,370	\$ (125,395)	-17.7%
BEGINNING CASH, JANUARY 1		\$ 1,264,662	\$ 1,460,054	\$ 1,699,119	\$ 1,460,784	\$ (238,335)	-14.0%
TOTAL REVENUE APPROPRIATION		\$ 1,999,853	\$ 2,202,377	\$ 2,408,884	\$ 2,045,154	\$ (363,730)	-15.1%

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

Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
EXPENDITURES							
SSWU Engineering Services							
406.06.531.020.11.00	SALARIES AND WAGES	\$ 4,185	\$ 4,485	\$ 8,300	\$ 7,800	\$ (500)	-6.0%
406.06.531.020.12.00	OVERTIME	173	-	-	-	-	0.0%
406.06.531.020.21.00	PERSONNEL BENEFITS	1,650	1,443	4,400	3,600	(800)	-18.2%
406.06.531.020.24.00	UNIFORMS & CLOTHING	4	6	30	30	-	0.0%
406.06.531.020.31.00	OFFICE & OPERATING SUPPLIES	27	73	246	250	4	1.6%
406.06.531.020.32.00	FUEL CONSUMED	32	50	258	280	22	8.5%
406.06.531.020.35.00	SMALL TOOLS & MINOR EQUIPMENT	75	200	360	370	10	2.8%
406.06.531.020.41.00	PROFESSIONAL SERVICES	52	27	180	190	10	5.6%
406.06.531.020.42.00	COMMUNICATIONS	9	42	54	100	46	85.2%
406.06.531.020.43.00	TRAVEL/HOTEL/PER DIEMS	6	-	159	180	21	13.2%
406.06.531.020.44.00	ADVERTISING	17	6	72	80	8	11.1%
406.06.531.020.45.00	RENTALS	-	-	-	-	-	0.0%
406.06.531.020.46.00	INSURANCE	91	98	300	300	-	0.0%
406.06.531.020.48.00	REPAIR & MAINT- FACILITIES	-	-	-	-	-	0.0%
406.06.531.020.48.01	REPAIR & MAINT - EQUIPMENT	-	1	60	100	40	66.7%
406.06.531.020.48.02	R & M - SOFTWARE/HARDWARE	656	-	84	100	16	19.0%
406.06.531.020.49.00	MISCELLANEOUS	2	1,186	-	-	-	0.0%
406.06.531.020.49.01	REGISTRATION	-	-	120	100	(20)	-16.7%
406.06.531.020.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	6	2	1,005	1,050	45	4.5%
406.06.531.020.49.04	GOVT PERMIT & RECORDING FEES	-	-	-	-	-	0.0%
406.06.591.048.71.03	L/T LEASE - COPIER/PRINTER	-	-	-	420	420	0.0%
406.06.594.048.71.00	CAPITAL LEASES - PRINCIPAL	-	158	336	-	(336)	-100.0%
406.06.594.048.81.00	CAPITAL LEASES - INTEREST	-	42	68	-	(68)	-100.0%
Total SSWU Engineering Services		6,985	7,819	16,032	14,950	(1,082)	-6.7%
SSWU Administration							
406.06.531.031.11.00	SALARIES AND WAGES	87,461	67,619	66,400	62,900	(3,500)	-5.3%
406.06.531.031.11.02	SALARIES AND WAGES - ADM SUPPORT	11,540	16,150	18,000	18,300	300	1.7%
406.06.531.031.12.00	OVERTIME	-	-	-	-	-	-
406.06.531.031.12.05	OVERTIME - PT	-	-	-	-	-	-
406.06.531.031.21.00	PERSONNEL BENEFITS	30,222	17,865	28,800	28,000	(800)	-2.8%
406.06.531.031.21.02	PERSONNEL BENEFITS- ADM SUPPORT	6,605	8,712	10,700	10,850	150	1.4%
406.06.531.031.31.00	OFFICE & OPERATING SUPPLIES	1,859	1,416	1,500	1,600	100	6.7%
406.06.531.031.32.00	FUEL CONSUMED	577	1,077	1,100	2,000	900	81.8%
406.06.531.031.35.00	SMALL TOOLS & MINOR EQUIPMENT	50	438	1,250	1,800	550	44.0%
406.06.531.031.40.16	INTERGOVERNMENTAL-LC EMERGENCY	3,220	3,699	-	-	-	0.0%
406.06.531.031.41.00	PROFESSIONAL SERVICES	11,101	1,020	-	-	-	0.0%
406.06.531.031.42.00	COMMUNICATIONS	3,000	2,582	2,680	2,760	80	3.0%
406.06.531.031.43.00	TRAVEL/HOTEL/PER DIEMS	107	-	481	500	19	4.0%
406.06.531.031.44.00	ADVERTISING	-	138	700	300	(400)	-57.1%
406.06.531.031.46.00	INSURANCE	8,379	6,927	8,348	9,450	1,102	13.2%
406.06.531.031.47.00	PUBLIC UTILITY SERVICE	2,860	1,918	2,850	3,000	150	5.3%
406.06.531.031.47.03	PUBLIC UTILITY SERVICE - CITY	-	2,160	2,350	2,600	250	10.6%
406.06.531.031.48.00	REPAIR & MAINT- FACILITIES	1,866	532	-	-	-	0.0%
406.06.531.031.48.01	REPAIR & MAINT - EQUIPMENT	319	318	700	800	100	14.3%
406.06.531.031.48.02	R & M - SOFTWARE/HARDWARE	487	921	1,300	1,530	230	17.7%
406.06.531.031.49.00	MISCELLANEOUS	-	78	-	-	-	0.0%
406.06.531.031.49.01	REGISTRATION	40	-	470	600	130	27.7%
406.06.531.031.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	119	53	200	200	-	0.0%
406.06.531.031.49.04	GOVT PERMIT & RECORDING FEES	25	13	326	400	74	22.7%
406.06.531.031.40.03	EXTERNAL TAXES & OPER ASSESS	10,583	11,831	10,325	10,400	75	0.7%
406.06.591.038.71.03	L/T LEASE - COPIER/PRINTER	-	-	-	-	-	0.0%
406.06.594.038.71.00	CAPITAL LEASES - PRINCIPAL	46	-	-	-	-	0.0%
406.06.594.038.81.00	CAPITAL LEASES - INTEREST	85	-	-	-	-	0.0%
406.06.597.009.55.16	TRANSFER OUT - FUND 416 CAPITAL	-	-	-	1,295,000	1,295,000	0.0%
Total SSWU Administration		180,551	145,467	158,480	1,452,990	1,294,510	816.8%
SSWU Training							
406.06.531.034.43.00	TRAVEL/HOTEL/PER DIEMS	54	-	300	300	-	0.0%
406.06.531.034.49.01	REGISTRATION	-	-	800	800	-	0.0%
406.06.531.034.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	-	-	-	-	-	0.0%
406.06.531.034.49.04	GOVT PERMIT & RECORDING FEES	-	-	300	300	-	0.0%
Total SSWU Training		54	-	1,400	1,400	-	0.0%
SSWU Maintenance							
406.06.531.035.11.00	SALARIES AND WAGES	109,490	101,423	114,200	123,700	9,500	8.3%

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

Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
406.06.531.035.11.05	SALARIES AND WAGES - PT	3,090	-	6,000	6,000	-	0.0%
406.06.531.035.11.06	SALARIES AND WAGES - VEH MC	-	2,209	800	2,000	1,200	150.0%
406.06.531.035.12.00	OVERTIME	422	86	750	800	50	6.7%
406.06.531.035.12.06	OVERTIME - VEH MECH	730	199	-	-	-	0.0%
406.06.531.035.21.00	PERSONNEL BENEFITS	68,139	66,122	72,500	49,300	(23,200)	-32.0%
406.06.531.035.21.05	PERSONNEL BENEFITS - PT	518	-	1,120	1,120	-	0.0%
406.06.531.035.21.06	PERSONNEL BENEFITS - VEH MC	184	580	200	400	200	100.0%
406.06.531.035.24.00	UNIFORMS & CLOTHING	451	368	460	460	-	0.0%
406.06.531.035.31.00	OFFICE & OPERATING SUPPLIES	22,026	45,224	35,000	76,000	41,000	117.1%
406.06.531.035.32.00	FUEL CONSUMED	9,957	8,742	8,150	9,000	850	10.4%
406.06.531.035.35.00	SMALL TOOLS & MINOR EQUIPMENT	1,143	1,608	1,020	2,000	980	96.1%
406.06.531.035.41.00	PROFESSIONAL SERVICES	824	-	250	250	-	0.0%
406.06.531.035.42.00	COMMUNICATIONS	205	249	240	250	10	4.2%
406.06.531.035.43.00	TRAVEL/HOTEL/PER DIEMS	16	-	-	-	-	0.0%
406.06.531.035.44.00	ADVERTISING	24	-	500	500	-	0.0%
406.06.531.035.45.00	RENTALS	-	-	1,500	1,500	-	0.0%
406.06.531.035.47.00	PUBLIC UTILITY SERVICE	12	-	5,250	5,400	150	2.9%
406.06.531.035.48.00	REPAIR & MAINT- FACILITIES	-	1,374	-	-	-	0.0%
406.06.531.035.48.01	REPAIR & MAINT - EQUIPMENT	-	18	1,000	1,000	-	0.0%
406.06.531.035.48.02	R & M - SOFTWARE/HARDWARE	-	-	500	500	-	0.0%
406.06.531.035.49.00	MISCELLANEOUS	15	-	200	200	-	0.0%
406.06.531.035.49.01	REGISTRATION	495	26	50	100	50	100.0%
406.06.531.034.49.04	GOVT PERMIT & RECORDING FEES	-	-	300	300	-	0.0%
Total SSWU Maintenance		217,741	228,228	249,990	280,780	30,790	12.3%
SSWU Operations							
406.06.531.038.31.01	OFFICE & OPERATING SUPPLIES	7,667	6,478	12,000	12,400	400	3.3%
406.06.531.038.48.00	REPAIR & MAINT- FACILITIES	254	-	5,000	5,000	-	0.0%
406.06.531.038.48.01	REPAIR & MAINT - EQUIPMENT	420	503	-	-	-	0.0%
Total SSWU Operations		8,341	6,981	17,000	17,400	400	2.4%
SSWU Contra Expense Offsets (General Fund)							
406.06.531.091.1A.00	WAGE CONTRA OFFSETS	19,317	13,435	17,800	14,200	(3,600)	-20.2%
406.06.531.091.2A.00	BENEFIT CONTRA OFFSETS	9,630	6,198	7,000	6,700	(300)	-4.3%
406.06.531.091.3A.00	SUPPLIES CONTRA OFFSETS	735	596	300	400	100	33.3%
406.06.531.091.4A.00	SERVICES CONTRA OFFSETS	12,260	6,771	7,400	8,000	600	8.1%
Total SSWU Contra Expense Offsets (General Fund)		41,942	27,000	32,500	29,300	(3,200)	-9.8%
SSWU Contra Expense Offsets (Water Fund)							
406.06.531.099.1A.00	WAGE CONTRA OFFSETS	33,511	35,892	34,100	34,100	-	0.0%
406.06.531.099.2A.00	BENEFIT CONTRA OFFSETS	22,149	22,971	22,500	22,500	-	0.0%
406.06.531.099.3A.00	SUPPLIES CONTRA OFFSETS	3,982	5,028	5,100	5,100	-	0.0%
406.06.531.099.4A.00	SERVICES CONTRA OFFSETS	10,734	19,122	17,500	17,500	-	0.0%
Total SSWU Contra Expense Offsets (Water Fund)		70,376	83,013	79,200	79,200	-	0.0%
SSWU Due to State							
406.06.589.030.00.04	DUE TO STATE - SALES TAX	54	-	-	-	-	0.0%
Total SSWU Due to State		54	-	-	-	-	0.0%
SSWU Capital Outlays							
406.06.594.031.62.00	BUILDINGS AND STRUCTURES	590	-	-	-	-	0.0%
406.06.594.031.64.00	MACHINERY & EQUIPMENT	338	-	-	-	-	0.0%
406.06.594.031.65.00	CONSTRUCTION PROJECT	-	-	380,898	-	(380,898)	-100.0%
406.06.594.038.65.41	CONSTRUCTION PROJECT-ENG SVC	12,827	4,750	12,600	-	(12,600)	-100.0%
Total SSWU Capital Outlays		13,755	4,750	393,498	-	(393,498)	-100.0%
TOTAL EXPENDITURES		\$ 539,799	\$ 503,258	\$ 948,100	\$ 1,876,020	\$ 927,920	97.9%
ENDING CASH, DECEMBER 31		\$ 1,460,054	\$ 1,699,119	\$ 1,460,784	\$ 169,134	\$ (1,291,650)	-88.4%
TOTAL APPROPRIATION		\$ 1,999,853	\$ 2,202,377	\$ 2,408,884	\$ 2,045,154	\$ (363,730)	-15.1%

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AIRPORT FUND (407) Department 09

Employees:

Department / Classification	Class	2019 Actual	2020 Actual	2021 Budget	2022 Budget	Changes 2021-2022
AIRPORT						
Airport Operations Coordinator	Non-Represented	1.00	1.00	1.00	1.00	0.00
Office Manager	Non-Represented	1.00	1.00	1.00	1.00	0.00
Airport Maintenance Technician	Non-Represented	1.00	1.00	1.00	1.00	0.00
Airport Maintenance Worker	Non-Represented	1.00	1.00	1.00	1.00	0.00
Public Works Director	Non-Represented	0.00	0.20	0.00	0.00	0.00
Planning and Building Manager	Non-Represented	0.10	0.10	0.10	0.10	0.00
Community Development Director	Non-Represented	0.25	0.00	0.00	0.00	0.00
Summer Intern (Seasonal)	Hourly	0.25	0.00	0.00	0.00	0.00
Total Airport		4.60	4.30	4.10	4.10	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.

2021 Accomplishments:

- Successfully negotiated an Offer to Lease for Tract 15 (WSECU) for 2.74 acres of non-aeronautical Airport property, which was approved by the City Council.
- Successfully negotiated an Offer to Lease for Tract 8 (Auto Dealership) for 3.22 acres of non-aeronautical Airport property, which was approved by the City Council.
- Successfully negotiated an Offer to Lease for Tract 9 (Auto Dealership) for 4 acres of non-aeronautical Airport property, which was approved by the City Council.
- Initiated installation of Above-Ground Fuel Storage Project. This will double capacity, increase safety, and increase reliability.
- Applied for and received grant approval for the Airfield Pavement Rehabilitation Project with the FAA. The grant is 100% funded by the FAA and totals \$944,377.
- Applied for and received a \$23,000 grant through the CRRSA. These funds were used to pay down the principal loan amount for infrastructure that was performed on Arkansas Way.
- Applied for and received a \$59,000 grant through the ARGP. These funds were used to pay down the principal loan amount for infrastructure that was performed on Arkansas Way.
- Completed the Above Ground Fuel Storage Project. This project will transition the Airport from underground fuel storage with tanks that have exceeded their expected life expectancy to above-ground fuel storage with twice the capacity.
- Successfully adapted to conducting business during the COVID-19 Pandemic with little disruption to services.
- Hired a new Administrative Assistant for the Chehalis-Centralia Airport.
- Maintained consistent fuel sales. Fuel sales were less than 2020 which was a record year, but they were consistent with 2019 which was our second highest sales year next to 2015.
- Resumed activities with the Aviation and Education Group. The Airport Operations Coordinator began prior to the COVID-19 Pandemic. This group is integral to advancing aviation in our community and will assist youth entering into aviation or aerospace professions.

2022 Goals and Objectives:

- Work to continue development of the non-aeronautical portion of the Chehalis-Centralia Airport
- Initiate preliminary design and engineering for Arkansas Way to facilitate development.
- Work with the O'Brien Auto Team in developing their new site located at 1850 NW Arkansas Way, which is leased from the City
- Work with the owners of WSECU in developing their new site located at 1715 NW Arkansas Way, which is leased from the City
- Complete the transition process to an above-ground fuel storage system with an updated fuel terminal for improved efficiency and environmental safety
- Enhance the observation area located on the south end of the Chehalis-Centralia Airport
- Renew efforts to engage the community at the Airport with planned events such as Leap the Levee, ChehalisFest, and Horsepower Fest.
- Attract private investment in the Airport with the addition of executive hangars and T-hangars
- Attract additional aeronautical businesses to the Chehalis-Centralia Airport
- Attract Advanced Air Mobility (AAM) to the Chehalis-Centralia Airport
- Initiate preliminary design and engineering of T-hangar facilities

Significant Changes 2022:

- We continue to develop the non-aeronautical commercial area and will begin seeing revenue from the new leases in 2022 or 2023. When the three new commercial tenants begin paying rent it will result in an additional \$268,000 in annual revenue.

Budgeting Changes in 2022

The Airport Capital Fund (417) is created starting in 2022 budget year to provide revenues and reserve dollars to construct new or replace portions of Airport property

- 2022 budget includes a \$1,534,000 one-time transfer of fund balance to the Airport Capital Fund.
- A portion (about 21%) of fuel sales and lease revenues are budgeted in the Airport Capital Fund.
- All capital budget is moved to the Airport Capital Fund.
- 2022 estimated ending fund balance presents about three and one-half months of operating budget reserves and one annual debt service reserves.

AIRPORT FUND (407)
SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

AIRPORT FUND	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021- 2022	% Change
REVENUE SOURCE						
Intergovernmental Grants	\$2,452,599	\$ 267,878	\$1,475,447	\$ -	\$(1,475,447)	-100.0%
Fuel Sales	637,451	726,501	650,000	513,500	(136,500)	-21.0%
Rents and Leases	1,187,336	1,165,573	1,198,611	954,580	(244,031)	-20.4%
Interest Earnings	25,600	8,131	3,000	750	(2,250)	-75.0%
Miscellaneous Revenues	2,598	483	1,300	1,300	-	0.0%
Refundable Deposit	46	15,256	128,100	-	(128,100)	-100.0%
Custodial Receipts	203,915	-	-	-	-	0.0%
Other Financing Source	945	-	750,000	-	(750,000)	-100.0%
TOTAL REVENUES	\$4,510,490	\$2,183,822	\$4,206,458	\$1,470,130	\$(2,736,328)	-65.1%
EXPENDITURES						
Salaries & Wages	\$ 259,621	\$ 250,022	\$ 271,100	\$ 249,740	\$(21,360)	-7.9%
Benefits	143,525	128,191	126,900	118,090	(8,810)	-6.9%
Supplies	548,657	627,330	575,100	577,000	1,900	0.3%
Services	164,593	195,529	197,969	291,550	93,581	47.3%
Capital Outlay	2,866,801	393,080	2,118,930	-	(2,118,930)	-100.0%
Interfund Loan Repayment	73,841	72,787	72,787	54,591	(18,196)	-25.0%
Debt Service	26,683	95,682	108,683	72,552	(36,131)	-33.2%
Custodial Disbursement	204,009	-	-	-	-	0.0%
Refund Lease Deposits	-	100,076	-	-	-	0.0%
Interfund Service	104,548	99,029	130,300	100,400	(29,900)	-22.9%
Transfer Out	-	-	-	1,534,000	1,534,000	0.0%
TOTAL EXPENDITURES	\$4,392,278	\$1,961,726	\$3,601,769	\$2,997,923	\$(603,846)	-16.8%
Increase (Decrease) in Fund Balance	118,212	222,096	604,689	(1,527,793)	(2,132,482)	-352.7%
Beginning Cash, January 1	1,051,418	1,169,630	1,391,726	1,996,415	604,689	43.4%
ENDING CASH, DECEMBER 31	\$1,169,630	\$1,391,726	\$1,996,415	\$ 468,622	\$(1,527,793)	-76.5%

FUND: 407 - AIRPORT FUND		REVENUES (407)					
Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Changes 2021-2022	% Change
REVENUE SOURCE							
Intergovernmental Revenues							
407.331.020.00	FAA AIRPORT IMPROVEMENT GRANT	\$ 2,403,980	\$ 118,689	\$ 1,475,447	\$ -	\$ (1,475,447)	-100.0%
407.333.020.00	Federal Indirect DOT Grant	-	-	-	-	-	0.0%
407.333.021.01	US TREASURY CARES FUND	-	2,302	-	-	-	0.0%
407.334.002.70	STATE RCO GRANT	-	-	-	-	-	0.0%
407.334.003.60	STATE DOT GRANTS	-	139,184	-	-	-	0.0%
407.337.009.36	LEWIS COUNTY BOARD OF COMMISSIONERS	-	-	-	-	-	0.0%
407.337.009.38	DISTRESSED COUNTIES - DISCOVERY!	48,619	7,703	-	-	-	0.0%
407.337.009.39	DISTRESSED COUNTIES GRANT	-	-	-	-	-	0.0%
Total Intergovernmental Revenues		2,452,599	267,878	1,475,447	-	(1,475,447)	-100.0%
Charges for Goods and Services							
407.322.040.00	RIGHT-OF-WAY OCCUPANCY PERMITS	-	-	-	-	-	0.0%
407.344.050.00	FUEL SALES	637,451	726,501	650,000	513,500	(136,500)	-21.0%
407.347.030.00	CULTURE & RECREATION REVENUE	1,145	-	1,000	1,000	-	0.0%
Total Charges for Goods and Services		638,596	726,501	651,000	514,500	(136,500)	-21.0%
Rents & Leases							
407.344.060.01	RENTAL CAR FEES	420	900	500	500	-	0.0%
407.344.060.02	PARKING/DEPOSITS	-	-	150	150	-	0.0%
407.344.060.03	HANGARS	103,704	128,611	121,301	94,800	(26,501)	-21.8%
407.344.060.04	CAPITAL LEASE RECEIPTS	1,076,862	1,034,712	1,072,730	855,200	(217,530)	-20.3%
407.344.060.05	OTHER RENTS/USES	1,350	1,350	3,930	3,930	-	0.0%
407.344.060.06	LEASE DEPOSITS (NON-REFUNDABLE)	5,000	-	-	-	-	0.0%
407.344.060.07	CAPITAL LEASE - LET EXEMPT	-	-	-	-	-	0.0%
Total Rents and Leases		1,187,336	1,165,573	1,198,611	954,580	(244,031)	-20.4%
Penalties							
407.359.000.00	OTHER FINES	103	89	-	-	-	0.0%
Total Penalties		103	89	-	-	-	0.0%
Interest Earnings							
407.361.011.00	INTEREST EARNINGS	25,600	8,131	3,000	750	(2,250)	-75.0%
Total Interest Earnings		25,600	8,131	3,000	750	(2,250)	-75.0%
Other Misc. Revenues							
407.369.010.00	SALE OF SCRAP OR JUNK	-	-	-	-	-	0.0%
407.369.080.00	CASH OVERRAGES/SHORTAGES	-	-	-	-	-	0.0%
407.359.000.00	FINES & PENALTIES	-	-	-	-	-	0.0%
407.369.091.00	MISCELLANEOUS INCOME	1,350	325	300	300	-	0.0%
407.369.091.04	OTHER MISC REV - TAXED	-	69	-	-	-	0.0%
407.367.000.00	DONATIONS	-	-	-	-	-	0.0%
407.386.000.50	SPECIAL EVENTS	-	-	-	-	-	0.0%
Total Misc Revenues		1,350	394	300	300	-	0.0%
Interfund Loans							
407.381.010.05	INTERFUND LOAN PROCEED -405	-	-	-	-	-	0.0%
Total Interfund Loan		-	-	-	-	-	0.0%
Refundable Deposits							
407.382.010.00	LEASE ESCROW DEPOSIT - REFUNDABLE	46	15,256	128,100	-	(128,100)	-100.0%
Total Refundable Deposits		46	15,256	128,100	-	(128,100)	-100.0%
Agency Deposits							
407.389.030.00	RENTAL CAR TAX	25	-	-	-	-	0.0%
407.389.030.04	DUE TO STATE - SALES TAX	52,305	-	-	-	-	0.0%
407.389.030.06	LEASEHOLD EXCISE TAX LIABILITY	151,585	-	-	-	-	0.0%
Total Agency Deposits		203,915	-	-	-	-	0.0%
Other Financing Source							
407.391.080.05	INTERGOV'N'T LOAN - CARB LOAN	-	-	750,000	-	(750,000)	-100.0%
407.395.010.00	PROCEEDS FROM SALES OF CAP ASSETS	945	-	-	-	-	0.0%
Total Other Financing Source		945	-	750,000	-	(750,000)	-100.0%
TOTAL REVENUES		\$ 4,510,490	\$ 2,183,822	\$ 4,206,458	\$ 1,470,130	\$ (2,736,328)	-65.1%
BEGINNING CASH, JANUARY 1		\$ 1,051,418	\$ 1,169,630	\$ 1,391,726	\$ 1,996,415	\$ 604,689	43.4%
TOTAL APPROPRIATION WITH FUND BALANCE		\$ 5,561,908	\$ 3,353,452	\$ 5,598,184	\$ 3,466,545	\$ (2,131,639)	-38.1%

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

Account Number	Account Titles	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
EXPENDITURES							
General Administration							
407.09.546.010.11.00	SALARIES AND WAGES	\$ 156,063	\$ 152,833	\$ 166,000	\$ 147,290	\$ (18,710)	-11.3%
407.09.546.010.11.05	SALARIES AND WAGES - PT	6,915	-	-	-	-	0.0%
407.09.546.010.21.00	PERSONNEL BENEFITS	77,070	66,594	63,100	52,740	(10,360)	-16.4%
407.09.546.010.21.05	PERSONNEL BENEFITS - PT	868	-	-	-	-	0.0%
407.09.546.010.24.00	UNIFORMS & CLOTHING	320	-	500	500	-	0.0%
407.09.546.010.31.00	OFFICE & OPERATING SUPPLIES	7,141	2,348	6,000	6,000	-	0.0%
407.09.546.010.32.00	FUEL CONSUMED	1,125	509	1,100	2,000	900	81.8%
407.09.546.010.33.00	FUEL PURCHASED FOR RESALE	498,278	597,819	525,000	525,000	-	0.0%
407.09.546.010.35.00	SMALL TOOLS & MINOR EQUIPMENT	3,733	2,477	8,000	9,000	1,000	12.5%
407.09.546.010.41.00	PROFESSIONAL SERVICES	33,741	59,703	40,000	110,000	70,000	175.0%
407.09.546.010.41.50	PROFESSIONAL SERVICES - AUDIT	-	7,442	-	-	-	0.0%
407.09.546.010.42.00	COMMUNICATIONS	7,697	8,359	8,500	8,500	-	0.0%
407.09.546.010.43.00	TRAVEL/HOTEL/PER DIEMS	2,044	(170)	4,000	4,000	-	0.0%
407.09.546.010.49.05	PROMOTIONAL HOSTING	668	-	1,250	1,250	-	0.0%
407.09.546.010.44.00	ADVERTISING	2,050	1,078	5,000	5,000	-	0.0%
407.09.546.010.45.00	OPERATING RENTALS/LEASES	234	95	550	500	(50)	-9.1%
407.09.546.010.46.00	INSURANCE	32,020	42,272	25,600	34,700	9,100	35.5%
407.09.546.010.47.00	PUBLIC UTILITY SERVICE	23,396	21,440	25,000	29,300	4,300	17.2%
407.09.546.010.47.03	PUBLIC UTILITY SERVICE - CITY	-	4,074	3,500	3,500	-	0.0%
407.09.546.010.48.00	REPAIR & MAINT- FACILITIES	9,262	1,375	-	-	-	0.0%
407.09.546.010.48.01	REPAIR & MAINT - EQUIPMENT	-	429	-	-	-	0.0%
407.09.546.010.48.02	REPAIR & MAINT - IT SOFTWARE/HARDWARE	2,116	2,236	1,500	3,500	2,000	133.3%
407.09.546.010.49.00	MISCELLANEOUS	7,202	16	500	500	-	0.0%
407.09.546.010.49.01	REGISTRATION	1,556	1,254	2,200	2,200	-	0.0%
407.09.546.010.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	1,499	2,613	3,000	3,000	-	0.0%
407.09.546.010.49.03	MISCELLANEOUS - CC FEES	10,690	14,894	13,750	14,000	250	1.8%
407.09.546.010.49.04	GOV/RECORDING FEES	248	2,792	1,000	3,900	2,900	290.0%
407.09.546.010.40.15	INTERGOVT PROF SVCS - LEWIS COUNTY	-	198	-	-	-	0.0%
407.09.546.010.40.03	EXTERNAL TAXES & OPER ASSESS	3,092	3,469	6,400	6,400	-	0.0%
407.09.597.010.40.03	TRANSFER OUT - FUND 417 CAPITAL	-	-	-	1,534,000	1,534,000	0.0%
Total General Administration		889,028	996,149	911,450	2,506,780	1,595,330	175.0%
Contra Expense Offsets (General Fund)							
407.09.546.091.1A.00	WAGE CONTRA OFFSETS	48,224	46,863	69,600	46,600	(23,000)	-33.0%
407.09.546.091.2A.00	BENEFIT CONTRA OFFSETS	28,253	27,369	30,900	26,900	(4,000)	-12.9%
407.09.546.091.3A.00	SUPPLIES CONTRA OFFSETS	1,722	1,485	1,500	1,200	(300)	-20.0%
407.09.546.091.4A.00	SERVICES CONTRA OFFSETS	26,349	23,312	28,300	25,700	(2,600)	-9.2%
Total Contra Expense Offsets (General Fund)		104,548	99,029	130,300	100,400	(29,900)	-22.9%
Educational Activities							
407.09.571.010.41.00	PROFESSIONAL SERVICES	466	-	-	-	-	0.0%
Total Educational Activities		466	-	-	-	-	0.0%
Refund of Deposits							
407.09.589.010.01.00	REFUND OF DEPOSITS	-	100,076	-	-	-	0.0%
Total Educational Activities		-	100,076	-	-	-	0.0%
Due to Other Agencies							
407.09.589.030.00.04	DUE TO STATE - SALES TAX	52,399	-	-	-	-	0.0%
407.09.589.030.00.06	LEASEHOLD EXCISE TAX LIABILITY	151,585	-	-	-	-	0.0%
407.09.589.030.00.10	RENTAL CAR TAXES	25	-	-	-	-	0.0%
Total Due to Other Agencies		204,009	-	-	-	-	0.0%
Debt Service Payments - Principal							
407.09.581.020.05.00	INTERFUND LOAN REPAYMENT - 405	68,308	69,482	70,911	54,135	(16,776)	-23.7%
407.09.591.046.71.00	PRINCIPAL - G.O. BONDS	-	-	-	-	-	0.0%
407.09.591.046.71.01	PRINCIPAL - ARKANSAS WAY	16,296	86,310	101,422	20,008	(81,414)	-80.3%
407.09.591.046.71.02	LOAN PRINCIPAL - TRACT 5A	-	-	-	-	-	0.0%
407.09.591.046.71.03	PRINCIPAL - CARB LOAN	-	-	-	30,868	30,868	0.0%
Total Debt Service Payment - Principal		84,604	155,792	172,333	105,011	(67,322)	-39.1%
Debt Service Payment - Interest							
407.09.592.046.83.00	INTEREST - L/T EXTERNAL DEBT	-	-	-	-	-	0.0%
407.09.592.046.83.01	INTEREST - ARKANSAS WAY	10,387	9,372	7,261	6,676	(585)	-8.1%
407.09.592.046.83.02	LOAN INTEREST - TRACT 5A	-	-	-	-	-	0.0%
407.09.592.046.83.05	INTERFUND LOAN INTEREST - 405 FUND	5,533	3,305	1,876	456	(1,420)	-75.7%
407.09.592.046.83.03	INTEREST - CARB LOAN	-	-	-	15,000	15,000	0.0%
Total Debt Service Payment - Interest		15,920	12,677	9,137	7,132	(2,005)	-21.9%
Capital Outlays							
407.09.594.046.62.00	BUILDINGS AND STRUCTURES	1,033,303	66,330	42,800	-	(42,800)	-100.0%

FUND: 407- AIRPORT FUND		EXPENDITURES (407)					
DEPARTMENT: VARIOUS (09, 9A)							
Account Number	Account Titles	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
407.09.594.046.63.00	OTHER IMPROVEMENTS	1,763,092	233,762	954,377	-	(954,377)	-100.0%
407.09.594.046.63.01	OTHER IMPROVEMENTS -AG FUEL STORAGE	273	78,247	1,121,753	-	(1,121,753)	-100.0%
407.09.594.046.63.40	OTHER IMPROVEMENTS - PREM ENGINEERING	-	-	-	-	-	0.0%
407.09.594.046.64.00	MACHINERY & EQUIPMENT	70,133	14,741	-	-	-	0.0%
Total Capital Outlays		2,866,801	393,080	2,118,930	-	(2,118,930)	-100.0%
Maintenance							
407.9A.546.010.11.00	SALARIES AND WAGES	96,477	97,152	105,100	102,450	(2,650)	-2.5%
407.9A.546.010.11.05	SALARIES AND WAGES - PT	-	-	-	-	-	0.0%
407.9A.546.010.12.00	OVER TIME	166	37	-	-	-	0.0%
407.9A.546.010.21.00	PERSONNEL BENEFITS	64,932	61,403	62,800	64,350	1,550	2.5%
407.9A.546.010.21.05	PERSONNEL BENEFITS - PT	-	-	-	-	-	0.0%
407.9A.546.010.24.00	UNIFORMS & CLOTHING	335	194	500	500	-	0.0%
407.9A.546.010.31.00	OFFICE & OPERATING SUPPLIES	25,976	16,646	20,000	20,000	-	0.0%
407.9A.546.010.32.00	FUEL CONSUMED	4,903	3,486	6,000	6,000	-	0.0%
407.9A.546.010.35.00	SMALL TOOLS & MINOR EQUIPMENT	7,501	4,045	9,000	9,000	-	0.0%
407.9A.546.010.41.00	PROFESSIONAL SERVICES	930	8,705	27,745	32,300	4,555	16.4%
407.9A.546.010.42.00	COMMUNICATIONS	-	-	-	-	-	0.0%
407.9A.546.010.43.00	TRAVEL/HOTAL/PER DIEMS	-	-	-	-	-	0.0%
407.9A.546.010.44.00	ADVERTISING	-	-	-	-	-	0.0%
407.9A.546.010.45.00	RENTALS	2,695	3,611	6,000	6,000	-	0.0%
407.9A.546.010.46.00	INSURANCE	-	-	-	-	-	0.0%
407.9A.546.010.48.00	REPAIR & MAINT - FACILITIES	21,304	9,398	6,000	21,000	15,000	250.0%
407.9A.546.010.48.01	REPAIR & MAINT - EQUIPMENT	1,683	246	16,474	2,000	(14,474)	-87.9%
407.9A.546.010.48.02	REPAIR & MAINT - IT SOFTWARE/HARDWARE	-	-	-	-	-	0.0%
407.9A.546.010.49.00	MISCELLANEOUS	-	-	-	-	-	0.0%
407.9A.546.010.49.01	REGISTRATION	-	-	-	-	-	0.0%
407.9A.546.010.49.02	MEMBERSHIP DUES/SUBSCRIPTIONS	-	-	-	-	-	0.0%
Total Maintenance		226,902	204,923	259,619	263,600	3,981	1.5%
TOTAL EXPENDITURES		\$ 4,392,278	\$ 1,961,726	\$ 3,601,769	\$ 2,997,923	\$ (603,846)	-16.8%
ENDING CASH, DECEMBER 31		\$ 1,169,630	\$ 1,391,726	\$ 1,996,415	\$ 468,622	\$ (1,527,793)	-76.5%
TOTAL APPROPRIATION WITH FUND BALANCE		\$ 5,561,908	\$ 3,353,452	\$ 5,598,184	\$ 3,466,545	\$ (2,131,639)	-38.1%

WASTEWATER CAPITAL FUND (414)

Fund 414 Public Works Wastewater Divisions

Purpose:

The Wastewater Capital Fund is created in 2022 to provide revenues and reserve dollars to construct new or replace portions of existing wastewater collection and treatment systems. Revenues also provide funding for special studies and resources of system improvements. Revenues in this fund come from bond sales, grants and loans, and user fees including hook up/connection fees and a portion of rate charges which will be evaluated each budget year to ensure an adequate operating and debt service reserves are maintained in the Water O&M fund.

2022 Goals and Objectives:

- Planning to construct the new gravity pipe to connect the equalization basins. This still needs to be approved by the department of Ecology. The pilot program using a temporary pipe and one of the filter feed pumps connected the two EQ basins contributed the great effluent quality this year.
- Begin upgrading 7 small pumpstation control and communications systems to replace the obsolete control systems currently in use.
- Install a backup Chlorine Tablet Skid as an emergency backup in case there are more chlorine shortage like in 2021.

2022 Budget Summary:

2022 funding sources includes:

- 100% of Hookup/connection fee budget
- \$46,100 or about 0.9% of wastewater user fee revenue budget
- \$2,000,000 one-time transfer in from Wastewater Fund

Wastewater capital budget \$542,000 includes:

- \$250,000 to locate and repair I&I issues in the sewer collections system.
- \$130,000 to upgrade the small pump station communications and control systems.
- \$107,000 to purchase one spare pump for Prindle WWTP
- \$40,000 to purchase one spare pump for Riverside WWTP
- \$15,000 to purchase one chlorine tablet skid

WASTEWATER CAPITAL FUND (414)
SUMMARY BY REVENUE AND EXPENDITURE CATETORY

Wastewater Fund	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
REVENUE SOURCE						
Intergovernmental Grants	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Charges for Services	-	-	-	46,100	46,100	0.0%
Hookup/Connection Fees	-	-	-	100,200	100,200	0.0%
Interest Earnings	-	-	-	1,500	1,500	0.0%
Transfers in	-	-	-	2,000,000	2,000,000	0.0%
TOTAL REVENUES	\$ -	\$ -	\$ -	\$ 2,147,800	\$ 2,147,800	0.0%
EXPENDITURES						
Capital Outlay	-	-	-	542,000	542,000	0.0%
TOTAL EXPENDITURES	\$ -	\$ -	\$ -	\$ 542,000	\$ 542,000	0.0%
Increase (Decrease) in Fund Balance	-	-	-	1,605,800	1,605,800	0.0%
Beginning Cash, January 1	-	-	-	-	-	0.0%
ENDING CASH, DECEMBER 31	\$ -	\$ -	\$ -	\$ 1,605,800	\$ 1,605,800	0.0%

FUND: 414 - WASTEWATER CAPITAL FUND		REVENUES (414)					
Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Changes 2021-2022	% Change
REVENUE SOURCE							
Charges for Goods and Services							
414.343.050.21	RESIDENTIAL - REPLACEMENT SALES	-	-	-	23,100	23,100	0.0%
414.343.050.22	COMMERCIAL - REPLACEMENT SALES	-	-	-	23,000	23,000	0.0%
414.343.050.30	UTILITY HOOK UP/CONNECTION	-	-	-	100,200	100,200	0.0%
Total Charges for Goods & Services		-	-	-	146,300	146,300	0.0%
Interest Earnings							
414.361.011.00	INTEREST EARNINGS	-	-	-	1,500	1,500	0.0%
Total Interest Earnings		-	-	-	1,500	1,500	0.0%
Transfer in							
414.397.030.04	TRANSFER IN - FUND 404	-	-	-	2,000,000	2,000,000	0.0%
Total Transfer In		-	-	-	2,000,000	2,000,000	0.0%
TOTAL REVENUES		\$ -	\$ -	\$ -	\$ 2,147,800	\$2,147,800	0.0%
BEGINNING CASH, JANUARY 1		\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
TOTAL REVENUE APPROPRIATION		\$ -	\$ -	\$ -	\$ 2,147,800	\$2,147,800	0.0%

FUND: 414 - WASTEWATER CAPITAL FUND		EXPENDITURES (414)					
DEPARTMENT: 11 - Wastewater							
Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
EXPENDITURES							
Capital Outlays							
414.11.594.035.62.00	BUILDINGS AND STRUCTURES	-	-	-	-	-	0.0%
414.11.594.035.63.00	OTHER IMPROVEMENTS	-	-	-	-	-	0.0%
414.11.594.035.64.00	MACHINERY & EQUIPMENT	-	-	-	162,000	162,000	0.0%
414.11.594.035.65.00	CONSTRUCTION	-	-	-	355,000	355,000	0.0%
414.11.594.035.65.40	PRELIMINARY ENGINEERING	-	-	-	-	-	0.0%
414.11.594.035.65.41	CONSTRUCTION - ENGINEERING	-	-	-	25,000	25,000	0.0%
Total Capital Outlays		-	-	-	542,000	542,000	0.0%
TOTAL EXPENDITURES		\$ -	\$ -	\$ -	\$ 542,000	\$ 542,000	0.0%
ENDING CASH, DECEMBER 31		\$ -	\$ -	\$ -	\$ 1,605,800	\$1,605,800	34.2%
TOTAL APPROPRIATION		\$ -	\$ -	\$ -	\$ 2,147,800	\$2,147,800	45.7%

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WATER CAPITAL FUND (415) Public Works Water Divisions

Purpose

The Water Capital Fund is created to provide revenues and reserve dollars to construct new or replace older water production and distribution systems and facilities. Revenues also may provide resources for studies and resources to fund system improvements. Revenues in this fund come from GFC's, user fees, bond sales, grants, and loans.

2022 Goals and Objective

- Begin Chehalis River Raw Waterline Replacement Project Design and Permitting
- Construct Water System Infrastructure on Chehalis Ave. From 3rd Street to 9th Street, in connection with the Stormwater/Street Project

The proposed 2022 Budget includes:

The 2022 funding sources include 100% of GFCs, \$242,400 or approximately 8% of user fees, \$6,000 in investment earnings, and \$6,320,000 one-time transfer in from the Water fund.

The 2022 capital outlays include:

- \$600,000 for Chehalis Avenue water line replacement cost share with street/storm project.
- \$60,000 for Chehalis raw water pump line including engineering for design, environmental permitting and seeking funding
- \$31,000 for design for Green Ave. area water line replacement project.
- \$40,000 for lime machine
- \$35,000 for windows and ceiling at WFP
- \$75,000 for water rights application

WATER CAPITAL FUND (415) SUMMARY BY REVENUES AND EXPENDITURE CATEGORY

Water Fund	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
REVENUE SOURCE						
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Charges for goods and services	-	-	-	242,400	242,400	0.0%
Hookup/Connection Charges	-	-	-	109,200	109,200	0.0%
Interest Earnings	-	-	-	6,000	6,000	0.0%
Transfers In	-	-	-	6,400,000	6,400,000	0.0%
TOTAL REVENUES	\$ -	\$ -	\$ -	\$ 6,757,600	\$ 6,757,600	0.0%
EXPENDITURES						
Capital Outlay	-	-	-	841,000	841,000	0.0%
TOTAL EXPENDITURES	\$ -	\$ -	\$ -	\$ 841,000	\$ 841,000	0.0%
Increase (Decrease) in Fund Balance	-	-	-	5,916,600	5,916,600	0.0%
Beginning Cash, January 1	-	-	-	-	-	0.0%
ENDING CASH, DECEMBER 31	\$ -	\$ -	\$ -	\$ 5,916,600	\$ 5,916,600	0.0%

FUND: 415 - WATER CAPITAL FUND		REVENUES (415)							
Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022		% Change	
REVENUE SOURCE									
Charges for Goods & Services									
415.343.040.21	RESIDENTIAL	\$ -	\$ -	\$ -	\$ 96,600	\$ 96,600		0.0%	
415.343.040.22	COMMERCIAL	-	-	-	145,800	145,800		0.0%	
415.343.040.30	UTILITY HOOK UP/CONNECTION	-	-	-	109,200	109,200		0.0%	
Total Charges for Goods & Services		-	-	-	351,600	351,600		0.0%	
Interest Earnings									
415.361.011.00	INTEREST EARNINGS	-	-	-	6,000	6,000		0.0%	
Total Interest Earnings		-	-	-	6,000	6,000		0.0%	
Transfer In									
415.397.010.05	Transfer in - Fund 405	-	-	-	6,400,000	6,400,000		0.0%	
Total Transfer In		-	-	-	6,400,000	6,400,000		0.0%	
TOTAL REVENUES		\$ -	\$ -	\$ -	\$ 6,757,600	\$ 6,757,600		0.0%	
BEGINNING CASH, JANUARY 1		\$ -	\$ -	\$ -	\$ -	\$ -		0.0%	
TOTAL REVENUE APPROPRIATION		\$ -	\$ -	\$ -	\$ 6,757,600	\$ 6,757,600		0.0%	

FUND:	415 - WATER CAPITAL FUND	EXPENDITURES (415)
DEPARTMENT:	10 - WATER	

Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
EXPENDITURES							
Capital Outlays (594.034)							
415.10.594.034.61.00	LAND	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
415.10.594.034.62.00	BUILDINGS AND STRUCTURES	-	-	-	35,000	35,000	0.0%
415.10.594.034.63.00	OTHER IMPROVEMENTS	-	-	-	-	-	0.0%
415.10.594.034.64.00	MACHINERY & EQUIPMENT	-	-	-	40,000	40,000	0.0%
415.10.594.034.65.00	CONSTRUCTION	-	-	-	600,000	600,000	0.0%
415.10.594.034.65.40	PRE ENGINEERING & DESIGN	-	-	-	91,000	91,000	0.0%
415.10.594.034.65.41	CONSTRUCTION - ENG SVC	-	-	-	-	-	0.0%
415.10.594.034.66.00	WATER RIGHTS	-	-	-	75,000	75,000	0.0%
Total Capital Outlays					841,000	841,000	0.0%
TOTAL EXPENDITURES		\$ -	\$ -	\$ -	\$ 841,000	\$ 841,000	0.0%
ENDING CASH, DECEMBER 31		\$ -	\$ -	\$ -	\$ 5,916,600	\$ 5,916,600	99.8%
TOTAL APPROPRIATION		\$ -	\$ -	\$ -	\$ 6,757,600	\$ 6,757,600	114.0%

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STORM & SURFACE WATER CAPITAL FUND (416)

Public Works Storm and Surface Water Department 06

Purpose:

The Storm and Surface Water Capital Fund is created in 2022 to provide revenues to construct new or replace portions of the stormwater collection and treatment system. Revenues may also provide resources for studies and resources to fund system improvements.

Revenues in this fund come from hookup/connection fees, user rates, bond sales, loans, and grants. Budget for a portion of user rate revenue will be evaluated each budget year to ensure an adequate operating reserve is maintained in the Storm and Surface Water O&M Fund.

2022 Programs, Goals and Objectives:

- Chehalis Avenue (part of the roadway reconstruction project) storm line and catch basin replacements. 2020 budget is \$57,000.

2022 Budget Summary:

2022 revenue sources include:

- 100% of hookup/connection fee budget
- \$120,600 or about 17% of stormwater user fee revenue budget
- \$1,295,000 one-time capital transfer in from the Storm and Surface Water Fund.

STORM AND SURFACE WATER CAPITAL FUND (416) SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

STORM AND SURFACE WATER FUND	2018 Actual	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
REVENUE SOURCE							
Intergovernmental	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Charges for services	-	-	-	-	120,600	120,600	0.0%
Hookup/Connection Charge	-	-	-	-	14,100	14,100	0.0%
Interest Earnings	-	-	-	-	700	700	0.0%
Transfer In	-	-	-	-	1,295,000	1,295,000	0.0%
TOTAL REVENUES	\$ -	\$ -	\$ -	\$ -	\$ 1,430,400	\$ 1,430,400	0.0%
EXPENDITURES							
Capital Outlay	-	-	-	-	57,900	57,900	0.0%
TOTAL EXPENDITURES	\$ -	\$ -	\$ -	\$ -	\$ 57,900	\$ 57,900	0.0%
Increase (Decrease) in Fund Balance	-	-	-	-	1,372,500	1,372,500	0.0%
Beginning Cash, January 1	-	-	-	-	-	-	0.0%
ENDING CASH, DECEMBER 31	\$ -	\$ -	\$ -	\$ -	\$ 1,372,500	\$ 1,372,500	0.0%

FUND: 416 -STORM AND SURFACE WATER CAPITAL FUND		REVENUES (416)							
Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Changes 2021-2022	% Changes		
REVENUE SOURCE									
Charges for Goods & Services									
416.343.010.01	SINGLE FAMILY RESIDENTIAL	\$ -	\$ -	\$ -	\$ 37,500	\$ 37,500	0.0%		
416.343.010.02	CLOSED NON-SINGLE FAMILY RESID	-	-	-	66,000	66,000	0.0%		
416.343.010.03	OPEN NON-SINGLE FAMILY RESID	-	-	-	17,100	17,100	0.0%		
416.343.010.30	UTILITY HOOK UP/CONNECTION	-	-	-	14,100	14,100	0.0%		
Total Charges for Goods & Services		-	-	-	134,700	134,700	0.0%		
Interest Earnings									
416.361.011.00	INTEREST EARNINGS	-	-	-	700	700	-		
Total Interest Earnings		-	-	-	700	700	0.0%		
Transfer In									
416.397.020.06	TRANSFER IN - FUND 406	-	-	-	1,295,000	1,295,000	-		
Total Transfer In		-	-	-	1,295,000	1,295,000	0.0%		
TOTAL REVENUES		\$ -	\$ -	\$ -	\$ 1,430,400	\$ 1,430,400	0.0%		
BEGINNING CASH, JANUARY 1		\$ -	\$ -	\$ -	\$ -	\$ -	0.0%		
TOTAL REVENUE APPROPRIATION		\$ -	\$ -	\$ -	\$ 1,430,400	\$ 1,430,400	0.0%		

FUND:	416 - STORM AND SURFACE WATER CAPITAL FUND	EXPENDITURES (416)
DEPARTMENT:	06 - STORMWATER	

Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
EXPENDITURES							
Capital Outlays							
416.06.594.031.62.00	BUILDINGS AND STRUCTURES	-	-	-	-	-	0.0%
416.06.594.031.64.00	MACHINERY & EQUIPMENT	-	-	-	-	-	0.0%
416.06.594.031.65.40	CONSTRUCTION - PREM ENGINEERING	-	-	-	-	-	0.0%
416.06.594.031.65.00	CONSTRUCTION	-	-	-	46,300	46,300	0.0%
416.06.594.038.65.41	CONSTRUCTION ENGINEERING	-	-	-	11,600	11,600	0.0%
Total Capital Outlays		-	-	-	57,900	57,900	0.0%
TOTAL EXPENDITURES		\$ -	\$ -	\$ -	\$ 57,900	\$ 57,900	0.0%
ENDING CASH, DECEMBER 31		\$ -	\$ -	\$ -	\$ 1,372,500	\$ 1,372,500	0.0%
TOTAL APPROPRIATION		\$ -	\$ -	\$ -	\$ 1,430,400	\$ 1,430,400	0.0%

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AIRPORT CAPITAL FUND (417)

Department 09

Purpose:

The Airport Capital Fund is created in 2022 to provide revenues and reserve dollars to construct new or replace portions of the airport facilities and properties. Revenues may also provide resources for studies and resources to fund property improvements and capital equipment replacement.

Revenues in this fund come from a portion of fuel sales and lease revenues, bond sales, loans, and grants. Budget for a portion of fuel sales and lease revenues will be evaluated each budget year to ensure an adequate operating reserve is maintained in the Airport O&M fund.

2022 Goals and Objectives:

- Initiate preliminary design and engineering of T-hangar facilities
- Arkansas Way Extension – Design
- Restroom Facilities Renovation
- Purchase One Tractor Implement and Vehicle Lift for Shop

2022 Budget Summary:

2022 revenue sources include:

- \$135,500 or about 21.0% of the 2022 fuel sales budget
- \$252,500 or about 20.8% of the 2022 hangar and commercial lease revenue
- \$1,534,000 in one-time capital transfer in from the Airport O&M Fund.

AIRPORT CAPITAL FUND (417) SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

AIRPORT FUND	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
REVENUE SOURCE						
Intergovernmental Grants	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Fuel Sales	-	-	-	136,500	136,500	0.0%
Rents and Leases	-	-	-	252,500	252,500	0.0%
Interest Earnings	-	-	-	750	750	0.0%
Other Financing Source	-	-	-	-	-	0.0%
Transfers in	-	-	-	1,534,000	1,534,000	0.0%
TOTAL REVENUES	\$ -	\$ -	\$ -	\$ 1,923,750	\$ 1,923,750	0.0%
EXPENDITURES						
Capital Outlay	-	-	-	76,500	76,500	0.0%
TOTAL EXPENDITURES	\$ -	\$ -	\$ -	\$ 76,500	\$ 76,500	0.0%
Increase (Decrease) in Fund Balance	-	-	-	1,847,250	1,847,250	0.0%
Beginning Cash, January 1	-	-	-	-	-	0.0%
ENDING CASH, DECEMBER 31	\$ -	\$ -	\$ -	\$ 1,847,250	\$ 1,847,250	0.0%

FUND: 417 - AIRPORT CAPITAL FUND		REVENUES (417)							
Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Changes 2021-2022	% Change		
REVENUE SOURCE									
Intergovernmental Revenues									
417.331.020.00	FAA AIRPORT IMPROVEMENT GRANT	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%		
417.333.020.00	FEDERAL INDIRECT - DOT GRANT	-	-	-	-	-	0.0%		
417.334.002.70	STATE RCO GRANT	-	-	-	-	-	0.0%		
417.334.003.60	STATE DOT GRANTS	-	-	-	-	-	0.0%		
Total Intergovernmental Revenues		-	-	-	-	-	0.0%		
Charges for Goods and Services									
417.344.050.00	FUEL SALES	-	-	-	136,500	136,500	0.0%		
Total Charges for Goods and Services		-	-	-	136,500	136,500	0.0%		
Rents & Leases									
407.344.060.03	HANGARS	-	-	-	25,200	25,200	0.0%		
417.344.060.04	CAPITAL LEASE RECEIPTS	-	-	-	227,300	227,300	0.0%		
Total Rents and Leases		-	-	-	252,500	252,500	0.0%		
Interest Earnings									
417.361.011.00	INTEREST EARNINGS	-	-	-	750	750	0.0%		
Total Interest Earnings		-	-	-	750	750	0.0%		
Transfer In									
417.397.080.07	Transfer in - Fund407	-	-	-	1,534,000	1,534,000	0.0%		
Total Transfer In		-	-	-	1,534,000	1,534,000	0.0%		
TOTAL REVENUES		\$ -	\$ -	\$ -	\$ 1,923,750	\$ 1,923,750	0.0%		
BEGINNING CASH, JANUARY 1		\$ -	\$ -	\$ -	\$ -	\$ -	0.0%		
TOTAL APPROPRIATION WITH FUND BALANCE		\$ -	\$ -	\$ -	\$ 1,923,750	\$ 1,923,750	0.0%		

FUND:	417- AIRPORT CAPITAL FUND	EXPENDITURES (417)
DEPARTMENT:	09 - AIRPORT	

Account Number	Account Titles	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
EXPENDITURES							
Capital Outlays							
417.09.594.046.62.00	BUILDINGS AND STRUCTURES	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
417.09.594.046.63.00	OTHER IMPROVEMENTS	-	-	-	15,000	15,000	0.0%
417.09.594.046.63.01	OTHER IMPROVEMENTS - AG FUEL STORAGE	-	-	-	-	-	0.0%
407.09.594.046.63.40	OTHER IMPROVEMENTS - PREM ENGINEERING	-	-	-	50,000	50,000	0.0%
417.09.594.046.64.00	MACHINERY & EQUIPMENT	-	-	-	11,500	11,500	0.0%
Total Capital Outlays		-	-	-	76,500	76,500	0.0%
TOTAL EXPENDITURES		\$ -	\$ -	\$ -	\$ 76,500	\$ 76,500	0.0%
ENDING CASH, DECEMBER 31		\$ -	\$ -	\$ -	\$ 1,847,250	\$ 1,847,250	0.0%
TOTAL APPROPRIATION WITH FUND BALANCE		\$ -	\$ -	\$ -	\$ 1,923,750	\$ 1,923,750	0.0%

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FIREMEN'S PENSION FUND (611)

Department 36

Purpose:

This fund is used solely to pay the supplemental pension payments 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 Firefighters plan (LEOFF 1). As of October 1, 2021, there are two (2) retired pre-LEOFF firefighters who are eligible to receive benefits from this fund.

Background:

Funding was provided with a property tax rate of \$22.5 cents per \$1,000 of assessed value (firemen's pension levy) from the City's regular property tax levy and the annual Fire Insurance Premium Tax distribution from the state is received by this fund.

In October 2019, actuarial valuation of the City of Chehalis Firefighter's Pension Fund was performed by Milliman, Inc. The actuarial valuation report provided that as of January 1, 2019, the actuarial present value of future excess pension benefits to be provided by the city is \$152,453. The actuarial study further provided that firefighter retiree medical and long-term care benefits may be paid from the excess pension fund, up to \$78,000 per year for the next 10 years.

SSB No.5894 was passed effective July 28, 2019 which authorizes the use of the access fund over the pension obligation to pay for LEOFF 1 medical benefits under RCW 41.26.150(1).

Since there is no additional funding is needed in the Firemen's Pension Fund, with the 2020 budget adoption, the City Council dedicated future pension levy (a portion of the regular property tax levy at 22.5 cents per \$1,000 assessed value) to be provided to the LEOFF1 OPEB Fund (115).

2022 Goals and Objectives:

The total 2022 budget for the Firemen's Pension Fund is **\$13,300**, which is for pre-LEOFF firefighter retirees' supplemental pension benefits.

FIREMEN'S PENSION FUND (611) SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

Firemen's Pension Fund	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
REVENUE SOURCE						
Fire Insurance Premium Tax	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Interest Earnings	17,908	5,328	1,930	1,930	-	0.0%
Contribution from GF Prop Tax	162,518	-	-	-	-	0.0%
Contribution from GF Fire Ins Tax	13,934	14,875	13,550	13,550	-	0.0%
TOTAL REVENUES	\$ 194,360	\$ 20,203	\$ 15,480	\$ 15,480	\$ -	0.0%
EXPENDITURES						
Benefits	\$ 50,036	\$ 9,790	\$ 13,300	\$ 13,300	\$ -	0.0%
Services	8,500	-	-	-	-	0.0%
Transfers Out	-	-	-	-	-	0.0%
TOTAL EXPENDITURES	\$ 58,536	\$ 9,790	\$ 13,300	\$ 13,300	\$ -	0.0%
Increase (decrease) in Fund Balance	135,824	10,413	2,180	2,180	-	0.0%
Beginning Cash, January 1	877,319	1,013,143	1,023,556	1,025,736	2,180	0.2%
ENDING CASH, DECEMBER 31	\$ 1,013,143	\$ 1,023,556	\$ 1,025,736	\$ 1,027,916	\$ 2,180	0.2%

FUND: 611 - FIREMEN'S PENSION FUND		REVENUES (611)					
Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
REVENUE SOURCE							
Intergovernmental Revenues							
611.336.006.91	FIRE INSURANCE PREMIUM TAX	-	-	-	-	-	0.0%
Total Intergovernmental Revenues		-	-	-	-	-	0.0%
Interest Earnings							
611.361.011.00	INTEREST EARNINGS	17,908	5,328	1,930	1,930	-	0.0%
Total Interest Earnings		17,908	5,328	1,930	1,930	-	0.0%
Contributions							
611.369.070.01	PENSION CONTRIBUTION - GF PROP TAX	162,518	-	-	-	-	0.0%
611.369.070.02	PENSION CONTRIBUTION - FIRE INS TAX	13,934	14,875	13,550	13,550	-	0.0%
Total Contributions		176,452	14,875	13,550	13,550	-	0.0%
TOTAL REVENUES		\$ 194,360	\$ 20,203	\$ 15,480	\$ 15,480	\$ -	0.0%
BEGINNING CASH, JANUARY 1		\$ 877,319	\$ 1,013,143	\$ 1,023,556	\$ 1,025,736	\$ 2,180	0.2%
TOTAL REVENUE APPROPRIATION		\$ 1,071,679	\$ 1,033,346	\$ 1,039,036	\$ 1,041,216	\$ 2,180	0.2%

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

Account Number	Account Title	2019 Actual	2020 Actual	2021 Amended Budget	2022 Proposed Budget	Change 2021-2022	% Change
EXPENDITURES							
Administration							
611.36.517.020.41.00	PROFESSIONAL SERVICES	\$ 8,500	\$ -	\$ -	\$ -	\$ -	0.0%
Total Administration		8,500	-	-	-	-	0.0%
Pension & Medical Benefits							
611.36.517.021.29.01	PENSION & DISABILITY - MEDICAL	30,146	-	-	-	-	0.0%
611.36.517.021.29.02	PENSION & DISABILITY - PENSION	19,890	9,790	13,300	13,300	-	0.0%
Total Pension & Medical Benefits		50,036	9,790	13,300	13,300	-	0.0%
TOTAL EXPENDITURES		\$ 58,536	\$ 9,790	\$ 13,300	\$ 13,300	\$ -	0.0%
ENDING CASH, DECEMBER 31		\$ 1,013,143	\$ 1,023,556	\$ 1,025,736	\$ 1,027,916	\$ 2,180	0.2%
TOTAL APPROPRIATION		\$ 1,071,679	\$ 1,033,346	\$ 1,039,036	\$ 1,041,216	\$ 2,180	0.2%

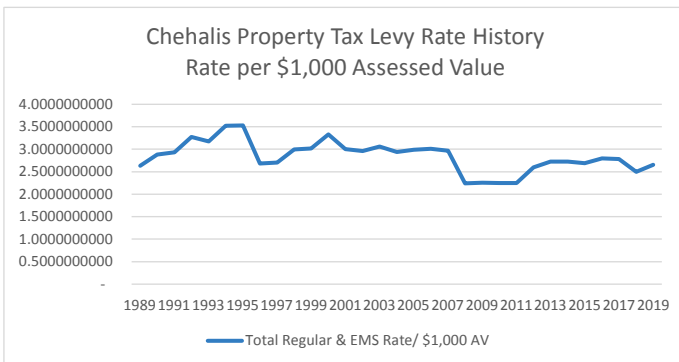
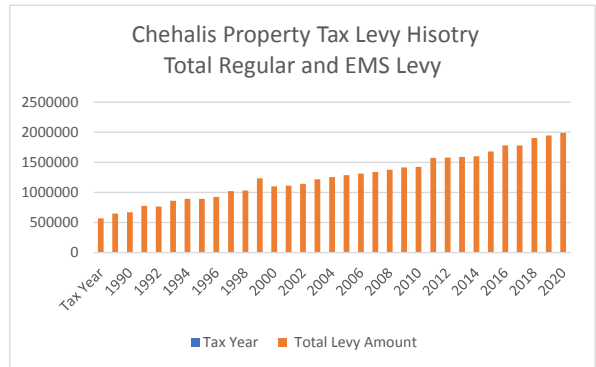
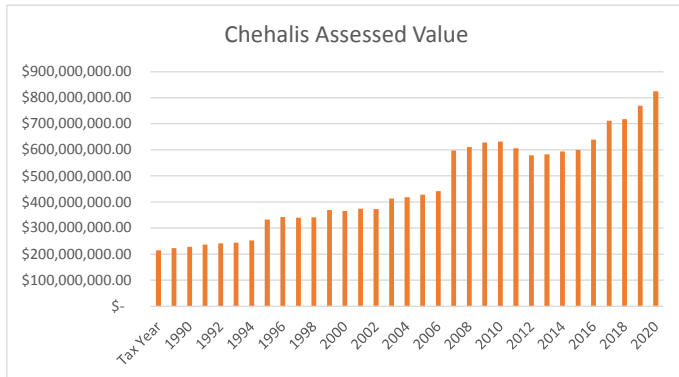
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**City of Chehalis
Summary of Debt Service Payments to Be Made in 2022**

Loan ID	Maturity Date	Debt Type	Payment #	Date	1/1/2022 Balance	2022 Total Payment	2022 Principal	2022 Interest	12/31/2022 Balance	Principal Acct#	Interest Acct#	
2011 LTGO Bond (US Bank)		GO	19	6/1/2022	450,000.00	8,687.50		8,687.50		200.OC.591.034.71.00	200.OC.592.014.83.00	<i>DSF</i>
2011 LTGO Bond (US Bank)	12/1/2026	GO	20	12/1/2022		88,687.50	80,000.00	8,687.50	370,000.00	200.OC.591.034.71.00	200.OC.592.014.83.00	<i>DSF</i>
						97,375.00	80,000.00	17,375.00				
2014 Fire Truck Purchase (SSB)	9/25/2022	GO	Various	Monthly	67,161.52	67,932.98	67,161.52	771.46	0.00	001.11.591.022.71.00	001.11.592.022.83.00	<i>FIRE</i>
2017 Chip Spreader Purchse (SSB)	10/25/2024	GO	Various	Monthly	115,037.27	42,780.00	39,337.48	3,442.52	72,257.27	003.K1.591.095.71.00	003.K1.592.095.81.00	<i>DED ST</i>
2019 LTGO Parks Bond (Commerce Bank)	8/1/2034	GO	3	2/1/2022	797,000.00	35,824.90	26,500.00	9,324.90		200.OC.591.076.71.01	200.OC.592.014.83.01	<i>DSF</i>
2019 LTGO Parks Bond (Commerce Bank)	8/1/2034	GO	4	8/1/2022		35,520.70	26,500.00	9,020.70	744,000.00	200.OC.591.076.71.01	200.OC.592.014.83.01	<i>DSF</i>
						71,345.60	53,000.00	18,345.60				
2020 LTGO Fire Bond (JPMorgan Chase)	10/1/2035	GO	1	4/1/2022	1,622,000.00	65,462.60	52,000.00	13,462.60		200.OC.591.076.71.02	200.OC.592.014.83.02	<i>DSF</i>
2020 LTGO Fire Bond (JPMorgan Chase)	10/1/2035	GO	2	10/1/2022		65,031.00	52,000.00	13,031.00	1,518,000.00	200.OC.591.076.71.02	200.OC.592.014.83.02	<i>DSF</i>
						130,493.60	104,000.00	26,493.60				
General Fund Total					3,051,198.79	409,927.18	343,499.00	66,428.18	2,704,257.27			
L0400015 SRFL#1, Reuse (DOE)		Revenue	33	5/1/2022	407,116.49	83,270.27	80,207.34	3,062.93		404.11.591.035.72.00	404.11.592.035.83.10	<i>WW</i>
L0400015 SRFL#1 (DOE)	11/1/2024	Revenue	34	11/1/2022		83,270.27	80,810.78	2,459.49	246,098.37	404.11.591.035.72.00	404.11.592.035.83.10	<i>WW</i>
						166,540.54	161,018.12	5,522.42				
L0400016 SRFL #2, CRWRF (DOE)		Revenue	33	6/30/2022	38,589.57	9,829.51	9,539.18	290.33		404.11.591.035.72.13	404.11.592.C35.83.00	<i>WW</i>
L0400016 SRFL #2 (DOE)	12/30/2023	Revenue	34	12/30/2022		9,829.51	9,610.95	218.56	19,439.44	404.11.591.035.72.13	404.11.592.C35.83.00	<i>WW</i>
						19,659.02	19,150.13	508.89				
L050014A SRFL #3A, CRWRF (DOE)	6/30/2027	Revenue	27	6/30/2022	8,968,426.75	815,311.52	815,311.52	0.00		404.11.591.035.72.11	N/A	<i>WW</i>
L050014A SRFL #3A (DOE)		Revenue	28	12/30/2022		815,311.52	815,311.52	0.00	7,337,803.71	404.11.591.035.72.11	N/A	<i>WW</i>
						1,630,623.04	1,630,623.04	0.00				
L050014B SRFL #3B, RTB (DOE)		Revenue	24	3/30/2022	276,819.17	19,772.80	19,772.80	0.00		404.11.591.035.72.12	N/A	<i>WW</i>
L050014B SRFL #3B (DOE)	9/30/2028	Revenue	25	9/30/2022		19,772.80	19,772.80	0.00	237,273.57	404.11.591.035.72.12	N/A	<i>WW</i>
						39,545.60	39,545.60	0.00				
EL150003 SRFL , I & I (DOE)		Revenue	8	6/30/2022	294,746.62	11,767.66	8,212.97	3,554.69		404.11.591.035.78.00	404.11.592.035.83.00	<i>WW</i>
EL150003 SRFL , I & I (DOE)	12/31/2036	Revenue	9	12/30/2022		11,767.66	8,312.02	3,455.64	278,221.63	404.11.591.035.78.00	404.11.592.035.83.00	<i>WW</i>
						23,535.32	16,524.99	7,010.33				
Wastewater Fund Total					9,985,698.60	1,879,903.52	1,866,861.88	13,041.64	8,118,836.72			
05-96300-008, SRFL#5, WTP Ph IV (DOH)	10/1/2026	Revenue	annual	10/1/2022	314,963.07	64,652.79	63,075.89	1,576.90	251,887.18	405.10.591.034.78.01	405.10.592.T34.83.01	<i>WATER</i>
DM13-952-179 High Level (DOH)	10/1/2027	Revenue	annual	10/1/2022	515,100.00	93,576.50	85,850.00	7,726.50	429,250.00	405.10.591.034.78.03	405.10.592.T34.83.03	<i>WATER</i>
DM13-952-180 Redundant Floc (DOH)	10/1/2037	Revenue	annual	10/1/2022	969,600.00	75,144.00	60,600.00	14,544.00	909,000.00	405.10.591.034.78.02	405.10.592.T34.83.02	<i>WATER</i>
Water Fund Total					1,799,663.07	233,373.29	209,525.89	23,847.40	1,590,137.18			
Lewis County .09 Loan Arkansas	12/1/2035	Revenue	Various	Monthly	208,281.18	26,682.60	20,717.49	5,965.11	187,563.69	407.09.591.046.71.01	407.09.592.046.83.01	<i>AIRPORT</i>
Interfund Loan (WA) - Tract 5A Payoff	9/30/2022	Interfund	Various	Monthly	54,134.59	54,590.07	54,134.59	455.48	0.00	407.09.581.020.05.00	407.09.592.046.83.05	<i>AIRPORT</i>
CARB Loan - Above Grond Fuel Storage	1/1/2041	Revenue	1	1/1/2022	750,000.00	45,867.54	30,867.54	15,000.00	719,132.46	407.09.591.046.71.03	407.09.592.046.83.03	<i>AIRPORT</i>
Airport Fund Total					1,012,415.77	127,140.21	105,719.62	21,420.59	906,696.15			
*Totals excluding long-term lease payments					15,848,976.23	2,650,344.20	2,525,606.39	124,737.81	13,319,927.32			

City of Chehalis Property Tax and Levy Rate History

Tax Year	Assessed Value	% Change	Regular Levy		EMS Levy		Total Regular & EMS	
			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	4.2%	2.690000000	\$ 589,587.00	0.250000000	\$ 54,794.00	2.8822651572	\$ 644,381.00
1991	\$ 227,848,909.00	1.9%	2.690000000	\$ 601,713.00	0.250000000	\$ 65,921.00	2.9301610569	\$ 667,634.00
1992	\$ 236,698,360.00	3.9%	3.100000000	\$ 717,495.00	0.250000000	\$ 57,701.00	3.2750374781	\$ 775,196.00
1993	\$ 241,030,009.00	1.8%	3.100000000	\$ 729,638.00	0.150000000	\$ 35,305.00	3.1736421667	\$ 764,943.00
1994	\$ 243,540,900.00	1.0%	3.100000000	\$ 738,346.00	0.500000000	\$ 119,088.00	3.5206981661	\$ 857,434.00
1995	\$ 252,186,104.00	3.5%	3.100000000	\$ 767,049.00	0.500000000	\$ 123,717.00	3.5321771734	\$ 890,766.00
1996	\$ 332,598,144.00	31.9%	2.312700000	\$ 755,661.00	0.416000000	\$ 135,926.00	2.6806734075	\$ 891,587.00
1997	\$ 341,598,144.00	2.7%	2.312700000	\$ 778,583.00	0.433300000	\$ 145,873.00	2.7062676312	\$ 924,456.00
1998	\$ 339,777,131.00	-0.5%	2.568400000	\$ 861,010.00	0.466200000	\$ 156,285.00	2.9940066802	\$ 1,017,295.00
1999	\$ 340,554,560.79	0.2%	2.553411700	\$ 869,576.00	0.464333820	\$ 158,131.00	3.0177455200	\$ 1,027,707.00
2000	\$ 369,629,439.45	8.5%	2.892897280	\$ 1,069,300.00	0.432865950	\$ 160,000.00	3.3257632300	\$ 1,229,300.00
2001	\$ 365,422,079.00	-1.1%	2.564746505	\$ 937,215.00	0.434787631	\$ 158,881.00	2.9995341360	\$ 1,096,096.00
2002	\$ 373,907,703.00	2.3%	2.533194669	\$ 947,181.00	0.429437529	\$ 160,570.00	2.9626321980	\$ 1,107,751.00
2003	\$ 372,808,257.00	-0.3%	2.6255185652	\$ 978,815.00	0.436315444	\$ 162,662.00	3.0618340087	\$ 1,141,477.00
2004	\$ 413,338,242.00	10.9%	2.4660063029	\$ 1,019,294.71	0.473100212	\$ 195,550.41	2.9391065151	\$ 1,214,845.12
2005	\$ 418,695,033.00	1.3%	2.5121458749	\$ 1,051,823.00	0.477275784	\$ 199,833.00	2.9894216586	\$ 1,251,656.00
2006	\$ 427,452,470.00	2.1%	2.5261327183	\$ 1,079,801.67	0.480358998	\$ 205,330.64	3.0064917159	\$ 1,285,132.31
2007	\$ 442,010,092.00	3.4%	2.4937550973	\$ 1,102,264.92	0.474095827	\$ 209,555.14	2.9678509241	\$ 1,311,820.06
2008	\$ 597,253,751.00	35.1%	1.8818314462	\$ 1,123,930.89	0.357761052	\$ 213,674.13	2.2395924978	\$ 1,337,605.02
2009	\$ 610,719,108.00	2.3%	1.8951702097	\$ 1,157,416.66	0.360296898	\$ 220,040.20	2.2554671075	\$ 1,377,456.86
2010	\$ 628,436,031.00	2.9%	1.8866982342	\$ 1,185,669.15	0.361214171	\$ 227,000.00	2.2479124053	\$ 1,412,669.15
2011	\$ 632,359,410.00	0.6%	1.8855481410	\$ 1,192,344.11	0.360985772	\$ 228,272.75	2.2465339134	\$ 1,420,616.86
2012	\$ 605,989,787.00	-4.2%	2.2170216542	\$ 1,343,492.48	0.378952426	\$ 229,641.30	2.5959740803	\$ 1,573,133.78
2013	\$ 579,109,033.00	-4.4%	2.3255115242	\$ 1,346,724.73	0.397498065	\$ 230,194.72	2.7230095891	\$ 1,576,919.45
2014	\$ 582,108,287.00	0.5%	2.3294349527	\$ 1,355,983.39	0.398176826	\$ 231,782.03	2.7276117785	\$ 1,587,765.42
2015	\$ 593,843,068.00	2.0%	2.3002841215	\$ 1,366,007.78	0.390465836	\$ 231,875.43	2.6907499575	\$ 1,597,883.21
2016	\$ 599,335,477.00	0.9%	2.2977357805	\$ 1,377,114.57	0.500000000	\$ 299,667.74	2.7977357805	\$ 1,676,782.31
2017	\$ 639,490,698.00	6.7%	2.2865449561	\$ 1,462,224.00	0.492996772	\$ 315,266.85	2.7795413687	\$ 1,777,490.85
2018	\$ 711,910,025.00	11.3%	2.0582736983	\$ 1,465,305.68	0.441804454	\$ 314,525.02	2.5000781524	\$ 1,779,830.70
2019	\$ 717,643,811.00	0.8%	2.2016911116	\$ 1,580,030.00	0.450151029	\$ 323,048.10	2.6518421407	\$ 1,903,078.10
2020	\$ 769,615,890.00	7.2%	2.09999562249	\$ 1,616,190.00	0.4290438962	\$ 330,199.00	2.52903951866	\$ 1,946,389.00
2021	\$ 824,330,209.00	7.1%	1.99994804509	\$ 1,648,617.59	0.4081008699	\$ 336,409.23	2.40804813208	\$ 1,985,026.82



2022 Salary Schedule

Updated with 3% increase - Police Guild effective 1/1/2022
 Updated with 1.5% increase - IAFF Fire effective 12/25/2021
 Updated with 1.5% - Non-Uniformed effective 12/25/2021
 Updated with 1.5% - Non-Represented effective 12/25/2021

Class Title	Collective Bargaining Organization		Step A	Step B	Step C	Step D	Step E
Accountant	Teamsters Non-Uniform	24A	5036	5289	5553	5831	6122
Accounting Technician II	Teamsters Non-Uniform	17A	3580	3760	3947	4145	4351
Administrative Assistant (not Fire or Airport)	Teamsters Non-Uniform	17A	3580	3760	3947	4145	4351
Airport Operations Coordinator	Non-Represented	5N	5813	6104	6409	6729	7064
Airport Administrative Assistant	Non-Represented	2N	3674	3859	4050	4254	4466
Airport Property Maintenance Tech.	Non-Represented	2N	3674	3859	4050	4254	4466
Airport Property Maintenance Worker	Non-Represented	1N	3332	3499	3674	3859	4050
Building Official	Teamsters Non-Uniform	24A	5036	5289	5553	5831	6122
Chief of Police	Non-Represented	12N	8390	8810	9251	9714	10199
City Clerk	Non-Represented	4N	5021	5272	5536	5813	6104
City Councilor	Elected	Monthly	100.00				
City Manager	Non-Represented	Contract	12941.00				
Civil Service Secretary	Non-Represented	Hourly Rate	20.00				
Code Inspector	Non-Represented	Hourly Rate	29.00				
Code Inspector/Fire Marshal	Non-Represented	Hourly Rate	46.50				
Community Corrections Officer (formerly Court Bailiff/Transport Officer)	Non-Represented	13A(*)	2947	3094	3248	3410	3580
Community Services Officer	Teamsters Non-Uniform	18A	3760	3947	4145	4351	4570
Court Clerk	Teamsters Non-Uniform	16A	3410	3580	3760	3947	4145
Department Administrative Assistant (Fire)	Non-Represented	2N	3674	3859	4050	4254	4466
Deputy Police Chief	Non-Represented	10N	7628	8008	8408	8829	9271
Development Review Specialist/Building Inspector	Teamsters Non-Uniform	21A	4351	4570	4798	5036	5289
Engineering Technician II	Teamsters Non-Uniform	22A	4570	4798	5036	5289	5553
Engineering Technician III	Teamsters Non-Uniform	24A	5036	5289	5553	5831	6122
Equipment Operator I	Teamsters Non-Uniform	19A	3947	4145	4351	4570	4798
Equipment Operator II	Teamsters Non-Uniform	20A	4145	4351	4570	4798	5036
Finance Director	Non-Represented	9N	7273	7638	8019	8420	8842
Fire Captain	IAFF	22F	6047	6226	6637	6965	7294
Fire Chief	Non-Represented	12N	8390	8810	9251	9714	10199
Firefighter/Engineer	IAFF	20F	5111	5353	5609	5879	6157
Human Resources Admin./Risk Manager	Non-Represented	8N	6927	7273	7638	8019	8420

Class Title	Collective Bargaining Organization		Step A	Step B	Step C	Step D	Step E
Journeyman Electrician/Equip. Maint. Tech.	Teamsters Non-Uniform	21A	4351	4570	4798	5036	5289
Judicial Assistant for Sentence Monitoring	Teamsters Non-Uniform	15A	3248	3410	3580	3760	3947
Lead Wastewater Treatment Plant Operator	Teamsters Non-Uniform	24A	5036	5289	5553	5831	6122
Maintenance Technician - Electrical, Electronics & Equip	Teamsters Non-Uniform	21A	4351	4570	4798	5036	5289
Mayor	Elected	Monthly	150				
Municipal Court Administrator	Non-Represented	3N	4923	5169	5427	5698	5984
Municipal Court Judge	Non-Represented	Contract	3481				
Municipal Court Judge Pro-Tem	Non-Represented	Hourly Rate	50				
Parking Enforcement Officer	Non-Represented	16A	3410	3580	3760	3947	4145
Permit Technician	Teamsters Non-Uniform	19A	3947	4145	4351	4570	4798
Police Officer (Academy graduate)	Police Guild	22P	5811	6089	6393	6702	7034
Police Officer (Non-academy graduate)	Police Guild	21P	4648				
Police Officer Assigned as Detective	Police Guild	23P	6103	6395	6711	7037	7386
Police Sergeant	Police Guild	24P	7817	8145			
Police Sergeant Assigned as Detective	Police Guild	25P	8251	8552			
Poplar Tree Plantation Worker/Utility Worker I	Teamsters Non-Uniform	17A	3580	3760	3947	4145	4351
Poplar Tree Plantation Worker/Utility Worker II	Teamsters Non-Uniform	18A	3760	3947	4145	4351	4570
Planning and Building Manager	Non-Represented	7N	6499	6824	7165	7522	7900
Property/Facilities Manager	Non-Represented	5N	5813	6104	6409	6729	7064
Property Maintenance Technician I	Teamsters Non-Uniform	19A	3947	4145	4351	4570	4798
Property Maintenance Technician II	Teamsters Non-Uniform	21A	4351	4570	4798	5036	5289
Property Maintenance Worker	Teamsters Non-Uniform	15A	3248	3410	3580	3760	3947
Public Works Director	Non-Represented	11N	8019	8420	8842	9284	9749
Public Works Office Manager	Teamsters Non-Uniform	20A	4145	4351	4570	4798	5036
Records Asst./Evidence Technician	Teamsters Non-Uniform	16A	3410	3580	3760	3947	4145
Records Technician	Teamsters Non-Uniform	17A	3580	3760	3947	4145	4351
Recreation Assistant	Teamsters Non-Uniform	13A	2947	3094	3248	3410	3580
Recreation/Aquatics Manager	Non-Represented	5N	5813	6104	6409	6729	7064
Storm/Wastewater Collection Specialist	Teamsters Non-Uniform	19A	3947	4145	4351	4570	4798
Street/Stormwater Superintendent	Non-Represented	5N	5813	6104	6409	6729	7064
Traffic Control Technician	Teamsters Non-Uniform	20A	4145	4351	4570	4798	5036
Utility Customer Service Representative I	Teamsters Non-Uniform	15A	3248	3410	3580	3760	3947
Utility Customer Service Representative II	Teamsters Non-Uniform	16A	3410	3580	3760	3947	4145
Vehicle Maintenance Technician	Teamsters Non-Uniform	20A	4145	4351	4570	4798	5036
Wastewater Laboratory Assistant	Teamsters Non-Uniform	17A	3580	3760	3947	4145	4351
Wastewater Laboratory Technician II	Teamsters Non-Uniform	20A	4145	4351	4570	4798	5036
Wastewater Superintendent	Non-Represented	8N	6927	7273	7638	8019	8420
Wastewater Collection System Technician	Teamsters Non-Uniform	19A	3947	4145	4351	4570	4798
Wastewater Treatment Operator	Teamsters Non-Uniform	20A	4145	4351	4570	4798	5036

Class Title	Collective Bargaining Organization		Step A	Step B	Step C	Step D	Step E
Wastewater Treatment Operator/In-Training	Teamsters Non-Uniform	18A	3760	3947	4145	4351	4570
Water Distribution Operator I	Teamsters Non-Uniform	18A	3760	3947	4145	4351	4570
Water Distribution Operator I / Meter Reader	Teamsters Non-Uniform	18A	3760	3947	4145	4351	4570
Water Distribution Operator II	Teamsters Non-Uniform	19A	3947	4145	4351	4570	4798
Water Superintendent	Non-Represented	5N	5813	6104	6409	6729	7064
Water Treatment Operator I/In-Training	Teamsters Non-Uniform	17A	3580	3760	3947	4145	4351
Water Treatment Operator I	Teamsters Non-Uniform	19A	3947	4145	4351	4570	4798
Water Treatment Operator II	Teamsters Non-Uniform	22A	4570	4798	5036	5289	5553

Temporary and Seasonal Hourly Rates - 2022 (change minimum wage to \$14.49 per hour in 2022)

			Step A	Step B	Step C
Lifeguard	pt1	Pool	14.49	15.22	15.99
Swimming Pool Cashier	pt1	Pool	14.49	15.22	15.99
Lifeguard/Instructor	pt2	Pool	15.21	15.98	16.79
Water Safety Instructor	pt2	Pool	15.21	15.98	16.79
Senior Instructor	pt3	Pool	15.98	16.79	17.64
Senior Lifeguard	pt3	Pool	15.98	16.79	17.64
Swimming Pool Assistant Manager	pt8	Pool	20.39	21.42	22.50
Swimming Pool Manager	pt12	Pool	24.78	26.03	27.34
Recreation Aide	pt1	Parks and Recreation	14.49	15.22	15.99
Property Maintenance Aide	pt5	Facility, Parks and Recreation	17.61	18.49	19.41
Tournament Director	pt12	Parks and Recreation	24.78	26.03	27.34

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