



CITY OF TENINO

2018 Budget

Abstract

The 2018 Budget reflects the City's continued emphasis on Capital Improvement and Economic Development. It remains a balanced budget that reflects the wishes and goals of our citizens, Council, staff, and the Mayor.

John Millard, Clerk/Treasurer
clerktreasurer@ci.tenino.wa.us

TO: Citizens of Tenino and The Honorable Members of the Tenino City Council
FROM: Wayne Fournier, City of Tenino Mayor
SUBJECT: 2018 Budget

The 2017 budget was a successful one; several projects have been completed and we have supported a great staff that included hiring three new personnel. We have re-roofed the Quarryhouse, replaced the fencing of the Quarry Pool, created a new public space within the Pool, constructed a new grand entrance to the park, repaired the front of City Hall's records area, restored the existence of our Police Department, and continued to provide for the regular ongoing maintenance of the City. The 2017 budget showed that financial stability is possible, our revenue is predictable and growing (our sales tax revenue growth from 2014-2017 was 18.5%!), the B&O revenue is improving as we get better at implementing, and property values are clearly post-recession. The sewer fund however continues to be a difficult beast to tame that will continue to require a watchful eye.

We have set out in this 2018 budget a few clear priorities that we feel embody the vision and goals that have been expressed in various town halls, workshops and our annual council retreat. Those priorities are and will likely always be our employees and our facilities. Our staffing plan for 2018 has changed in a number of ways, including the elimination of one part-time seasonal employee in favor of adding a full-time regular Maintenance Helper, eliminating the Judge as an employee in favor of a contractual arrangement, and extending the number of hours available for the City's Building Official, who will also act as the City's primary Code Compliance Officer.

Within the Police Department, by shifting the cost of leasing the new Police Vehicles to the Municipal Capital Improvement Fund, we have freed approximately \$22,000.00 for use by Chief Moody in other ways. We have contracted with the Tenino School District to provide a School Resource Officer and continue to negotiate with other local communities to provide Police services via contract.

With Public Works the issue is getting on top of our needed maintenance especially regarding our Water System and to curb the accrual of comp time due to off duty call back. We fear that the current lack of staff within PW is deferring maintenance of critical infrastructure that will lead to eventual costs that far exceed what they would if we were better able to take care of them now.

We have also adjusted the pay schedule to the left by adding an new 2018 Step 6 that is 2.5% above the current Step 5, providing a small increase to those few employees who would not otherwise see any pay increase during 2018.

With staffing needs addressed and built on, we are wanting to maintain some of our new programs including the Façade Improvement Grant program and bring in the ability to hire on through contract a grant writer. Our Capital Facility needs are great and to address the needs will require long term multi-year planning and grant preparation that is greater than year of submissions, that will take expertise and understanding that we do not currently have. I would like to see us able to submit for Washington State RCO grants in 2018 for Youth Playground

upgrades and Youth Athletic Facility upgrades using the Park planning documents that were presented in December of 2017.

The biggest and most ambitious thing that we are trying to pull together is an attempt to retrofit the Quarry Pool so that we can ensure its continued use for many more generations. As we've discussed at various times throughout the year, the pool is grossly inefficient to the point that it's operation is borderline negligent. The current method of operating both the lake and pool involves the flushing, dumping and filling of literally millions of gallons of water multiple times throughout the summer. This is due to the construction and function of the site, our water capacity is already stretched thin (see our CFP, it has identified the conservation of water as a TOP PRIORITY), improved efficiencies here will increase our water capacity and also improve our community's marketability so it's a two for one shot. Although the price tag for this effort is considerable, it's VERY REASONABLE and achievable through the use of our existing funds and through aggressive pursuit of outside funding sources once we have started down the path toward better stewardship.

The above items represent the biggest NEW things for 2018, but we have also made numerous process improvements that will help the City get better at identifying, tracking, and managing expenses and revenues. For example, this budget incorporates several items as a result of decisions made in this past year, including:

Annual contracts for :

HVAC Maintenance (ActionAire)
Public Records Act Requirements (PageFreezer)
Web Bill Pay (Provider TBD at time of publication)

Itemization of the component costs of communications and electronics.

FCS Rate Study recommended water and sewer rate increases (2% water, 3% sewer)

Creation of a Stormwater Plan, updating the City's Water Plan, and the closing out of the Fire Services contract and annexation of the City into South Thurston Fire and EMS District.

Sincerely,

Wayne R Fournier
Mayor of the City of Tenino

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CITY OF TENINO

2018 BUDGET

This budget has been adopted as required by the Revised Code of Washington (RCW) for the operation of the City during the Fiscal Year, January 1, 2018 through December 31, 2018. This budget will assist you in understanding the budget process as required for a municipal government, as well as the goals and priorities for the City of Tenino.

This document contains basic information outlining the operating plan for the upcoming year and is designed as a working document for City staff as well as an informational tool for the citizens of Tenino. Included are fund explanations and spending parameters, which will assist the readers in understanding the budgeting philosophy and city management policies for this fiscal year.

Please feel free to contact Tenino City Hall at (360) 264-2368 if you have any questions. Your comments and suggestions for improvement are welcome.

The Budgeting Process

The City of Tenino Comprehensive Plan is the foundation for the City's operations. The annual operating budget is the primary tool for resourcing the goals and directives of the citizens of the community, as expressed by their elected Representatives, the City Council, and articulated via the Comprehensive Plan. The Council and Mayor together establish the financial planning for the ensuing fiscal year informed by the Comprehensive Plan.

The City of Tenino is an optional code city, and is required to format, adopt and implement an operating budget under the Revised Code of Washington (RCW), Chapter 35A. The City, as is required by statute, operates under cash basis accounting principles. What this means is that revenue is recognized when received, and expenditures are recognized when paid (with the sole exception of a twenty day period after the close of any fiscal year in which expenditures are appropriately accounted for in the previous year.) Revenues and expenditures appropriated will determine the level of service provided by each department within the City.

Annual appropriated budgets for the City of Tenino are adopted by fund, and expenditures may not exceed the appropriations. The budget constitutes the legal authority for the expenditure of funds. These appropriations lapse at the end of each fiscal year and cannot be carried forward, except within the Capital accounts. This necessitates the adoption of a new budget for each year.

Legal Requirements

The official legal calendar for the development and adoption of a budget is specified by State statute. The process must begin by the second Monday in September, and must be completed by the last day of the current year. The calendar for 2018 has already been prepared and is available from the Clerk/Treasurer upon request.

Budgeting Policies

During the preparation of the 2018 Budget, new budgetary policies were developed by and for the City in order to ensure that the resources of the community will be handled in the most efficient manner possible. The following budgetary policies have been adopted by the City Council in a separate Resolution available for download from the City's website at: www.ci.tenino.wa.us and are summarized here:

- A. General Policies. The City of Tenino's general financial policy goals seek to: 1) ensure the financial integrity of the City; 2) manage the financial assets of the City in a sound and prudent manner; 3) improve financial information for decision makers at all levels; 4) maintain and further develop programs to ensure the long term ability to pay all costs necessary to provide the level and quality of service required by the citizens of Tenino; and 5) maintain a spirit of openness and transparency while being fully accountable to the public for the City's fiscal activities.
- B. Cost Allocation Policy. All service rendered by, or property transferred from, one department, public improvement, undertaking, institution, or public service industry to another, shall be paid for at its true and full value by the department, public improvement, undertaking, institution, or public service industry receiving the same, and no department, public improvement, undertaking, institution, or public service industry shall benefit in any financial manner whatever by an appropriation or fund made for the support of another. (RCW 43.09.210)
- C. Debt Management Policy. Guidelines for debt financing that provide needed capital for equipment or infrastructure improvements while minimizing the impact of debt payments on current revenues.
- D. Operating Budget Policy. Guidelines for the management of the City's funds, revenues, expenditures, and accounting practices.
- E. Fund Balance and Reserve Policy. Guidelines for the establishment and maintenance of reserves, contingencies, and ending fund balances of the various operating funds at levels sufficient to protect the City's credit as well as its financial position from emergencies.

- F. Investment Policy. Investing public funds is highly regulated. These guidelines ensure the City complies with all Washington State statutes, laws, and regulations when investing public funds, and are mandatory for use by City Officials whose duties involve the investment of public funds, where those statutes, laws, and regulations allow for discretion on the part of the City.
- G. Procurement Policy. The city desires a fair and open process for procurement of goods and services that is free from the potential for bias and conflict of interest. In addition, the City desires consistent and appropriate practices for solicitations and contracting. These guidelines are mandatory for use by City Officials whose duties involve procuring goods and services on behalf of the City.
- H. Capital Improvement Policy. The City reviews its Capital Facilities Plan on an annual basis and monitors the state of the City's capital equipment and infrastructure on a daily basis. This review and monitoring helps the City Council in setting priorities for its replacement and renovation based on needs, funding alternatives, and availability of resources. These guidelines are mandatory for use by City Officials whose duties involve the operation and maintenance of City property, either real or personal.
- I. Asset Management Policy. Once acquired, managing and disposing of the City's property must be approached in as methodical a manner as the acquisition itself. These guidelines are mandatory for use by all City Officials, whether their duties specifically include the management of the City's assets, or not. All City Officials are charged with being ethical stewards of the public property entrusted to the City.

Budget Development Process

The budget is developed through the cooperation of all department heads within the City, in conjunction with the budgetary policies adopted by the Council. Although state law dictates the minimum criteria which must be met in order to comply with law, the criteria mandated deals primarily with deadlines for submission of information, notices, holding of public meetings, and adoption of the completed budget by ordinance.

The process for the Creation of a Budget in any given fiscal year is:

Beginning in August –

Clerk-Treasurer

1. Reviews year-to-date revenues and expenditures, current fiscal year projected to represent a 12-month total.

2. Comparison of the previous four years expenditures and revenues on a line item basis.
3. Evaluating any trends revealed through historical data.
4. Projection of adjustments to on-going/predictable expenditures such as salary, benefits, insurance, utilities, communications, leases and long-term debt.
5. Evaluation of whether expenditures are on-going or are one-time events.
6. Request information from Department Heads for their projected needs in the coming year.

Department Heads

1. Review historical data to project expenditures variances anticipated for upcoming budget year.
2. Analyze departmental needs for upgrade of equipment or facilities, maintenance or replacement of equipment, capital expenditures.
3. Identify any projects or unmet needs/goals from prior year.
4. Present requests to Clerk/Treasurer.

In September & October –

Clerk-Treasurer

1. Present to the Mayor for review a proposed preliminary budget for the upcoming fiscal year.
2. Budget discussions, negotiations and changes are made working with the Mayor and Department Heads.
3. Schedule and advertise workshops and Public Hearings to review budget requests, discuss financial options available, and determine if the budget requests from each department will allow the adoption of a balanced budget which will continue to provide an acceptable level of basic services.

Mayor

1. Present to the Council the Clerk's Proposed Preliminary Budget along with the requests from the Department Heads.

2. Meet with the City Clerk-Treasurer and Department Heads to discuss, review and negotiate funding, projects and service parameters for the upcoming year.
3. Prepare a budget message to be included with the Preliminary Budget.

Department Heads

1. Meet with the Mayor and Clerk-Treasurer to review requests and discuss needs for the upcoming fiscal year; negotiate changes to the Proposed Preliminary Budget.

On October 14th, 2017, and again on October 28th, 2017, Public Hearings were held on Revenue Sources for the 2018 budget, including consideration of possible increases in property tax revenues.

In November

1. Public hearings. By statute, the City must conduct a minimum of two Public Hearings in order to give the public an opportunity to comment.
2. Levy Certification. The Clerk/Treasurer must certify the Ad Valorem Tax Levy to the Clerk of the Board of the Thurston County Commission prior to the last day of November.

On November 14th, 2017, a Public Hearing was held with a focus on revenues, and on November 28th, 2017, a Public Hearing was held on with a focus on expenditures. Resolution 2017-13 was adopted after the Public Hearings at a Regular Meeting of the City Council on November 28, 2017, increasing the Ad Valorem tax revenues by 1% from 2017 levels. In addition, Resolution 2017-14, establishing the 2018 Consolidated Fee Schedule, was also adopted at that same meeting. The Ad Valorem Tax Levy was certified to the Clerk of the Board of the Thurston County Commission on November 29th, 2017.

In December

1. The City Council must adopt a budget for the succeeding fiscal year by the last day of December of the current year.
2. The budget must be adopted by Ordinance, and the Ordinance must be given two readings prior to adoption.

The first reading of Ordinance 883, the City of Tenino 2018 Budget, occurred on November 28, 2017. After a second reading on December 12, 2017, Ordinance 883 was formally adopted during a Regular meeting of the Tenino City Council.

GOVERNMENTAL STRUCTURE

Incorporated on July 19, 1906, Tenino operated under the laws applicable to a Fourth Class City until July 29, 1990. At that time, the Town of Tenino became a Non-Charter Code City. This was accomplished by adopting Ordinance #479 following the proper referendum measures. As such, the City of Tenino functions under RCW, Chapter 35A.

The City of Tenino has a Mayor/Council form of municipal government. This means the Mayor is the Chief Executive of the City, and the Council, comprised of five positions at large, is the legislative arm of the City Government. In this form of government, policy and administration is separated. All legislative and policy-making powers are vested in the Council. The administrative authority, including a veto power, is vested in the Mayor. Council elects a Council member to serve as Mayor Pro-Tempore in the event the Mayor is unavailable. The following is a short description of the responsibilities of these elected officials.

Mayor: In the City of Tenino, the Mayor does not have regular working hours. To keep abreast of City business, the Mayor makes regular contact with the department heads: the Clerk-Treasurer, the Public Works Director, and the Police Chief.

The Mayor is the authorized signatory for the City for many purposes, including: checks, ordinances, minutes, resolutions, proclamations, and contractual agreements of any kind. The Mayor is responsible for the conduct of all regular and special meetings, executive sessions, and sometimes administering oaths of office. With proper written notice, the Mayor may call a special council meeting.

The Mayor is also responsible for ensuring departmental compliance with all statutes, ordinances, resolutions, and policies adopted by the City. At the discretion of the Mayor, all or some of these duties can be delegated to the appropriate department head. All city employees who are not protected by Civil Service guidelines are considered "at will", and work at the pleasure of the Chief Executive, the Mayor.

The Mayor is the official representative of the City for various groups, committees and associations. A representative from the Council may be appointed by the Mayor to serve in his/her place in these various organizations.

Mayor Pro-Tempore: Each January, the Council elects one member from their number to serve as Mayor Pro-Tempore in the event the Mayor is not available. The Mayor Pro-Tempore presides at meetings of the council, administers oaths, and signs instruments in the absence of the Mayor. A council member acting as Mayor Pro-Tempore generally retains his/her council member vote. The Mayor Pro-Tempore generally

serves only in a bona fide emergency situation, or when the Mayor's absence is known beforehand and will be temporary. If a vacancy in the office of the Mayor occurs, a Temporary Mayor would be appointed by the council.

Council: The Council is comprised of five members at large, who are elected by the constituents of the City of Tenino. As such, they are the legislative body of the City. It is the duty of the Council to gather information, discuss and make decisions regarding official city policy and law (ordinance). Regular meetings are held twice a month on the second and fourth Tuesdays. This schedule exceeds the state statutory requirements of a minimum of one meeting per month. Public hearings required by RCW 35A.33.070 are conducted by the Council, and officiated by the Mayor. Council also adopts ordinances; passes resolutions; sets utility rates, user fees, license and permit fees, and ad valorem taxes; sets staffing levels and employee salaries; and authorizes the Mayor to enter into contractual agreements. Council adopts the annual budget and reviews the annual report. All final decisions regarding annexations, zoning amendments, subdivisions, comprehensive plan amendments, and street vacations are made by Council. Payment of all vouchers is approved by Council. A majority vote of the Council, along with proper public notice, may call a special meeting or an executive session.

2018 Elected Officials and Terms of Office

Name	Position	Term
Wayne Fournier	Mayor	11/24/15 – 12/31/19
Linda Gotovac	Council No. 1	01/01/18 – 12/31/21
Dave Watterson	Council No. 2	01/01/16 – 12/31/19
John O'Callahan	Council No. 3	01/01/18 – 12/31/21
Jason Lawton	Council No. 4	01/01/18 – 12/31/21
Susan Copeland	Council No. 5	01/01/16 – 12/31/19

Fund Accounts

The City of Tenino is a general purpose government that provides public safety, street improvements, parks and recreation, health and social services, and general administrative services. The City owns and operates both a water and a sewer utility system.

The accounts of the City are organized on the basis of funds, each of which is considered a separate accounting entity, that identify the City's assets, liabilities, fund equity, revenues (income) and expenditures (expenses), as appropriate. The City resources are allocated to, and accounted for, in these individual funds, depending on their intended purpose. Governmental fund operating statements focus on measuring changes in financial position, rather than net income. They present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets (cash).

Governmental Type Fund (000 to 100 series):

These are the primary operating funds of the City of Tenino. The General Fund accounts for all financial resources except those required or elected to be accounted for in another fund.

Fund 001 – General Fund

REVENUES

The general government fund is comprised of revenues received from a combination of taxes, state-shared revenues, and miscellaneous fees derived from charges for services. The following is a summary of these types of revenues:

TAXES

Property Taxes (Ad Valorem Tax)

The Thurston County Treasurer acts as the official agent to collect all property taxes levied within Thurston County for all taxing authorities. Collections are distributed by the 10th day of the month following the receipt of the collections. Property tax revenues are recognized when cash is collected. Delinquent taxes are considered fully collectible because a lien affixes to the property when taxes are levied.

Retail Sales Taxes

The City of Tenino licensed approximately 144 businesses in 2016, 140 businesses in 2015 and 124 in 2014. The retail sales tax rate within the City of Tenino is 7.9%, of which the City realizes 1.3%.

Gambling/Local Criminal Justice Taxes

There are three establishments in the City that currently offer pull-tab gaming. Predicting revenues from these have been difficult because of the uncertainty of the economy and the citizen participation in gambling.

Business Taxes

Utility taxes vary on a year-to-year basis. The City assesses a 6% Utility Tax and a 2% Business & Occupation (B&O) Tax.

LICENSES/PERMITS

Business Licenses and Permits

Charges for business licenses are \$55 for a new license and \$45/yr for renewals.

Franchises

The City of Tenino currently has three telecommunication franchises; AT&T, US Sprint, and Verizon for right-of-way and cell tower land lease. The City also has a non-exclusive franchise agreement with Comcast.

STATE SHARED REVENUES

The State of Washington acts as the Agent for the City in respect to the disbursement of the City's portion of State-generated revenues. The most significant of these revenues are:

City Assistance
DUI Enforcement

Criminal Justice
Liquor Excise Tax

Marijuana Enforcement
Liquor Control Board

CHARGES FOR SERVICES

General Services

The City of Tenino charges for services, such as providing police reports, traffic school, fees for planning services and park facility charges.

FINES & FORFEITURES

Fines & Forfeitures

The City of Tenino collects some fees through the Municipal Court for individuals who have been found to have broken the law. The majority of the fees charged are

remitted to the State and the County; however, a portion is kept by the local jurisdiction.

MISCELLANEOUS REVENUES

Miscellaneous Revenue

The City of Tenino receives some miscellaneous income for things such as interest for investing resources, camping fees, use of the Quarry House, and miscellaneous donations.

EXPENDITURES

Legislative& Executive

Expenditures for the legislative branch of the City include a small salary for the Mayor, and Council as well as funding for Council supplies, training, travel, City advertising and election expenses.

Municipal Court

The Municipal Court is responsible for the processing of all infractions and citations issued by the Tenino Police Department. This processing includes the scheduling of all court hearings for defendants, maintenance of all related case files including input into the DISCIS automated information system, preparation of all fine payment notices, receipt of payments made for court imposed fines and forfeitures, reporting for the transmittal of fees to county and state agencies, maintenance of separate banking/checkbook functions, all resulting correspondence, as well as research and documentation of each case status.

Expenditures for this department are comprised of a part-time court clerk, plus a small percentage of the Administrative Clerks time to help with court and the Clerk-Treasurer's time for administrative services. Also included are the costs of the court for the municipal judge, supplies, and small equipment, training, travel, printing and communication expenses.

Administration

The Administration Department for the City of Tenino is responsible for the day-to-day operation of City Hall. The current staffing for City Hall is comprised of the Clerk/Treasurer and 2 clerks all sharing responsibilities for other departments.

The Administrative Department is responsible for customer service and assistance; receipting, depositing, investing, accounting for all funds received; budget preparation, monitoring and modifications; preparation of the annual report and assistance with biannual audits. They also are responsible for all Records Management

and Secretarial duties. Additionally, processing of payroll, accounts payable, reservation of City facilities, and support services for the City Council.

Central Services

Central Services has been divided into two sections; 1) Central Services – General and 2) Central Services – Maintenance. The General section is under the direction of the Clerk-Treasurer and the Maintenance section is under the Public Works Director. The Public Works Director is responsible for the maintenance, repair and improvement of all City owned buildings and grounds. These buildings include City Hall, Tenino Timberland Library, Police Department, Tenino Depot Museum, Quarry House, Maintenance Shop and all other miscellaneous facilities. Additionally, Central Services tracks word processing, data processing and printing and copying costs for the City.

Law Enforcement

The 2018 law enforcement department consists of one full-time Police Chief, three full-time Police Officers, and one full-time Police Clerk. The police department also fosters and encourages a small contingent of volunteer reserve officers. The reserve officers assist as a second officer in the patrol car and for special events. Reserve officers must maintain a degree of performance and twenty volunteer hours each month in order to remain certified. This year's budget also includes a new mechanical gate for the Police Department perimeter security fence, as well as procurement of new equipment, replacement of outdated equipment, and the funds necessary for the operations and maintenance of all assets assigned to the Police Department.

Fire Services

Effective January 1, 2018, the City has been annexed into South Thurston Fire and EMS. However, because the District may not levy any Ad Valorem taxes upon residents of the City until January of 2019, the City will pay the District an amount negotiated by the Commissioners of the District and the Tenino City Council.

Physical Environment

Services for the physical environment of the City of Tenino include a contract with the Olympic Region Clear Air Agency.

Also included in physical environment services are animal control services for the community. The City's Public Works Department provides extremely limited animal control services for a period not to exceed 48 hours and for canines only; there are no provisions for animal control services for felines. Local volunteers work to find homes

for unclaimed animals, and assist with the care of impounded dogs. Animals not reclaimed within 48 hours are transported to the County Animal Control Agency.

Community Development

The Tenino Building Department issues permits for construction and remodel projects and works with other City departments and the Planning Commission to ensure consistent and comprehensive compliance with the Tenino Municipal Code.

The City contracts with the Thurston Regional Planning Council for its planning needs. The contract includes the presence of a professional Community Planner every other Tuesday, from 8:00 a.m. through 12:00 p.m.

The City has its own Planning Commission, which is comprised of five members and is responsible for the review of all applications received for zoning and land use issues. These issues including zoning variances, conditional use permits, short plats, large lot subdivisions and boundary line adjustments. The Planning Commission presents recommendations to the Tenino City Council for final approval on all issues except street vacations. The Planning Commission meets on the second Wednesday of every month in Council Chambers at City Hall.

The City also contracts with the Thurston Economic Development Council (EDC) for professional services related to the promotion of, and planning for, economic development within the Tenino Urban Growth Area.

Mental & Physical Health

Mental and Physical Health services are available to the citizens of Tenino through an intergovernmental agreement with the Thurston County Department of Social and Health Services. This agreement allows for the use of the monthly Health Mobile, as well as social services to assist in the treatment of alcoholism and drug dependency.

Fees for public health services are calculated on a per capita basis. Social services are calculated based upon a percentage formula of the liquor excise taxes received by the City.

Culture and Recreation

There are three departments that provide culture and recreational facilities for the City of Tenino, not including the Parks Department, which follows this section. The three departments included in this section are:

Library

Library services for the City are obtained through an agreement with the Timberland Regional Library services. In exchange for building operation and maintenance by the City, materials and staffing are provided by the Timberland Regional Library.

Tenino Depot Museum

Staffed and operated through volunteer members of the South Thurston County Historical Society (S.T.C.H.S), the Tenino Depot Museum is housed in the former Burlington Northern Train Depot, which was donated to the City and relocated to its present location within the Tenino City Park. The Museum is constructed of Tenino Sandstone, and has been placed adjacent to the old abandoned Burlington Northern Tenino to Yelm Prairie Line. This abandoned rail spur was purchased by the Thurston County Parks and Recreation Department during 1994 to be used as part of the Rails-to-Trails program.

In 2002, the STCHS organization received a donation of a building that served as what is known as the Ticknor School from Thurston County Fire District #12. In 2003, the building was moved from its site in the Skookumchuck Valley to the Tenino City Park adjacent to the Depot Museum and has become part of that historic display.

Tenino Quarry House

The Tenino Quarry House serves as the Community Center for Tenino and is the meeting place for a variety of clubs and organizations. This building is located within the scenic City Park, adjacent to the Quarry Swimming Pool. The Quarry House was the original family home of the owners of the Tenino Sandstone Company, and remains in its original location. The building was constructed with rough sandstone pillars at the entrance. A few paces from the steps are the remnants of a once elaborate sandstone porch. Every Tuesday and Thursday, from 11:00 a.m. – 1:00 p.m., Senior Services of South Sound provides hot lunches for Senior Citizens using Quarry House facilities.

General Parks

The City of Tenino has approximately 44 acres of land designated as parks. The majority of this property is located along the southern boundary of the City, and is bisected by the abandoned Tenino to Yelm Prairie Line, as described above. Tenino's park facilities meet the recommendations for park sizes as established by the National Recreation and Parks Association. The park facilities are maintained and under the supervision of the Public Works Department.

The City Park is the site of the former Tenino Stone Company quarry and office. In addition to park and recreation uses, with the former quarry office (Quarry House)

being utilized as a community center, the city park is the site of the Quarry Swimming Pool.

In 2010 the land above the Quarry Pool was acquired from Weyerhaeuser to protect the forest and hillside behind the pool. This acquisition is the result of a multi-year project working with Weyerhaeuser; funding was provided by State and Federal Grants and fundraising activities of local volunteers.

There are also four ball fields, picnic/play areas, primitive overnight camping facilities, and the multi-user concession/bathroom facilities that were completed during 1994.

This year's budget includes a modest increase in funds in order to remediate the significant damage caused by flooding over the course of the last several years.

Staffing

Salaries, wages, and personnel-related benefits are largely paid from the General Fund, although cost-allocation policies require that some staffing costs are borne by the fund that is receiving the staff support. Regardless of which fund is being supported, the City has a single Salary Schedule that is approved by the City Council and is adopted along with this budget.

Fund 002 - Pool

At the request of the City Council, the Quarry Pool is separated from the General Fund for accounting. The Quarry Pool is part of the Park System maintained and supervised by Public Works. This pool is the actual site of the sandstone quarry for the Tenino Stone Company. Abandoned when quarrying activities struck the aquifer, the old quarry has been developed as a swimming pool. The eastern end of the quarry has been filled and developed into a graduated depth wading pool, which qualifies as a swimming pool by the health department standards, including chlorinated water. The middle portion of the quarry remains in its natural state, with a depth of 25', and is available for swimming during the operating hours of the pool. The remaining western end of the quarry is off limits, as portions of it are approximately 90' deep, and still contain the quarrying equipment that was abandoned when the aquifer was struck. Since the pool is fed by springs into the aquifer, it is classified as an inland lake. Funding to operate the pool is derived from donations, entrance fees during pool operating hours and cash transfers from the General Fund.

Special Revenue Fund Type (100):

These funds account for revenue that is legally restricted because they are derived from

specific taxes, grants, or other sources and is designated to finance particular activities of the City.

Fund 101 - Streets

There are approximately 17 miles of roadways within the city. These roadways are comprised of three functional classifications of: Minor Arterial, Major Collector, and Local Access Streets. There are 4 miles of roadways classified as Minor Arterial, for which the city is not responsible for the upkeep. The remaining 13 miles are comprised of 4 designated as Major Collector, and 9 as Local Access. The City is responsible for the maintenance of these roadways.

Most of the Local Access roadways within the city have a chip-sealed surface, and serve relatively light traffic loads, with the exception of Garfield, Howard, Lincoln and Central Streets, which are part of the local school bus route and receive heavy traffic.

This year's budget includes a substantial increase in funds to allow the Department of Public Works to focus their efforts this year on the upkeep of the roadways within the City. The services necessary for this upkeep includes seal coating, street sweeping, pothole patching, storm drain maintenance, snow and ice control, and the maintenance/repair of all traffic control signs.

Fund 109 - Contingency

The Contingency fund is a Special Revenue Type Fund. The purpose of this fund is to provide resources to funds, which cannot financially meet required expenses. Any use of these funds must be specifically approved by the City Council.

In previous years there have been modest amounts held in this fund to defray unexpected expenditures.

This is an important fiscally responsible tool. The City recognizes that it is especially important to have reserve funds in times of financial instability, and commits to contributing to this fund on an annual basis even if the contribution is minimal.

Note: *The State Auditor requires that all "Special Revenue Funds" be "rolled up" and reported as part of the General Fund. So, even though Funds 002, 101, and 119 are managed on a day-to-day basis as separate funds, at the end of the year, the amounts in these funds are reported as part of the General Fund (001) as shown on the City's Annual Financial Report.*

Capital Project Funds (300 series):

These funds account for financial resources which are designated for the acquisition or construction of general government capital improvements.

Fund 310 - Municipal Capital Improvement

The Municipal Capital Improvement Fund is a Capital Project type fund and is used to provide for the acquisition of capital assets, as well as the improvement or maintenance of existing capital assets.

The City receives a local real estate excise tax (REET) available to cities that are planning under the Growth Management Act. The City may collect up to a .5% tax that will help fund any capital purpose identified in a capital improvement plan.

Proprietary Fund Type (400 series):

These funds are classified as Enterprise Funds and account for operations that are organized to be self-supporting through user charges. Enterprise Funds are established to account for operations that are financed and operated in a manner similar to private business, where the intent is that the costs of providing goods or services to the general public on a continuing basis must be financed or recovered through user charges. State law requires these funds to be totally self-supporting.

Fund 401 – Water Fund

The Water Fund is proprietary fund type. This fund is used for the provision of water services, and the maintenance and upkeep of the City water system.

As a proprietary type fund, this Fund is required by state law to be totally self-supporting, through the implementation of user fees. Revenues are primarily based on fees for water; other revenue comes from hook-up charges, late fees, hydrant rentals, and investment interest. When necessary for capital projects, the Water Fund may legally apply for, and receive, loans and/or grants. Any such loans must be repaid from revenues received through the provision of services from the Fund.

Appropriations for expenditures include supplies, utilities, salaries, benefits, inter-fund transfers, and miscellaneous charges.

Fund 402 - Water Capital Improvement

The Water Capital Improvement Fund is a Capital Project Fund type. As such, this fund will be used for the development and implementation of improved water and sewer facilities for the City of Tenino.

Revenue for the Fund are received from new hook up fees for new construction as well as transfers from Fund #401 and any interest earned from investments.

This year's budget includes funds for acquiring additional water rights, drilling an additional well (Well #3), construction of new shop facilities, and water main replacement.

Fund 403 - Stormwater Fund

The Stormwater Fund is a Special Revenue Fund type. Created in 1995 as a result of identified needed capital facilities improvements through the Comprehensive Plan, this fund has been established for use in planning, design, and construction of a new stormwater drainage system.

Revenues received within this fund are through inter-fund transfers from Fund #401 and interest received from investments.

Stormwater work is often times part of street improvements.

Fund 410- Sewer Fund

The Sewer Fund is proprietary fund type. This fund is used for the provision of sewer services and the maintenance and upkeep of the City sewer system.

As a proprietary type fund, this Fund is required by state law to be totally self-supporting, through the implementation of user fees. Revenues are primarily based on fees for sewer; other revenue comes from hook-up charges, late fees, and investment interest. When necessary for capital projects, the Sewer Fund may legally apply for, and receive, loans and/or grants. Any such loans must be repaid from revenues received through the provision of services from the Fund.

Appropriations for expenditures include supplies, utilities, salaries, benefits, inter-fund transfers, debt services and miscellaneous charges.

In 2015 the City of Tenino contracted for a utility rate study. The results of that study were provided to the City in August of 2016 and the recommendations of that study continue to be incorporated into this budget.

Fund 421 - Sewer Capital Improvement

The Sewer Capital Improvement Fund is a Capital Project Fund type. This fund was created when the City was building its wastewater treatment plant and the sewer collection system to connect customers to the plant and was originally known as the Sewer Construction Fund. Now that construction is complete, the system must be maintained and improved. As such, this fund is now used exactly like the other capital improvement funds, but for the express purpose of making capital expenditures to both the wastewater treatment plant, the collection system, and other capital expenditures in support of sewer operations.

Fund 422 - Sewer Reserve Fund

The Sewer Reserve Fund is a Debt Service Fund. This fund was created for the accumulation of resources to enable payments of principal, interest, and related costs for the city's outstanding long-term (bonded) debt from USDA Water and Sewer Bond.

Revenues for this fund are received through inter-fund transfers from Fund #410 (Sewer fund). All other revenues are received from investment interest only.

In addition to monthly transfers to ensure there are funds for the semi-annual bond repayments, USDA requires a monthly transfer of \$834.00 to accrue \$10,008 each year for a total of 10 years to be used for Short-Lived Asset reserves.

Fund 631 – Municipal Court Trust Fund

The Court Trust Fund is a fiduciary type fund that is used to account for assets held by the City as an agent of the State Court System.

Whenever the Tenino Municipal Court imposes a fine or fee, the City collects those fines or fees from the Defendant, and deposits those monies into the City's Court Trust Fund. Once a month, this fund is reconciled with the agencies in whose name the City is holding those funds in trust. Approximately 2/3's of these funds are then released to those agencies and approximately 1/3 is then disbursed to the City of Tenino General Fund.

Glossary of Terms

BARS	Budgeting, Accounting and Reporting System as developed by the State Auditor's Office. This system is required for all governmental entities within the State of Washington.
Benefit	In relation to benefits paid by the City for employees. These benefits include: Retirement, Social Security, Medicare, Worker's Compensation, Medical Insurance, Vision Insurance and Dental Insurance.
Capital Facilities Plan	(CFP) The plan or schedule of project expenditures for public facilities and infrastructure sources of funding and timing of work over a multiple year period.
Capital Project	The largely one-time cost for acquisition, construction, improvement, replacement, or renovation of land, structures and improvements thereon.
Capital Requirements	A plan or schedule of project expenditures for public facilities and infrastructure sources of funding and timing of work over a one-year period.
Cash Basis Accounting	Revenue is acknowledged when received. Likewise, expenses are recorded when payment is issued.
City Official(s)	This is a "catch all" term that includes both Elected and Appointed Councilmembers, Commission Members, Committee Members, Department Heads, and all other City employees, regardless of how they may be otherwise categorized.
Comprehensive Plan	Also known as the "Comp Plan." The City's long-term plan as required by the State's Growth Management Act. The purpose of the plan is to 1) catalog existing conditions within the City, 2) provide policy and direction regarding future development, and 3) specify how to get there from here. Updated on a regular basis, the Comp Plan is the official policy document that guides future development of the City of Tenino.
Clerk-Treasurer	Washington State Law requires each city or town to have a City Clerk to perform administrative operations for the entity. The City Clerk is the certifying official of the City. The City of Tenino has combined the functions of City Clerk with those of the City Treasurer, who is responsible for accurate financial records and handling of city investments.

Debt Service	The annual payment of principal and interest on the City's indebtedness. Bonds are issued to finance the construction of capital projects such as public buildings, parks, roads, storm sewers and water system improvements.
Fees	A general term used for any charge for services levied by government associated with providing a service, permitting an activity, or imposing a fine or penalty. Major types of fees include business and non-business licenses, fines, and user charges.
Fines and Forfeitures	Revenue category which primarily includes court, police, traffic and parking fines and forfeitures.
General Obligation Bond	Bonds for which the full faith and credit of the insuring government are pledged for payment.
Inter-Governmental Revenues	Revenue from other governments, primarily state shared revenue.
Legal Notices	The City is required to publish certain items in the official newspaper of record for the City. The Tenino Independent is the paper of record for the City. All Public Hearings, Ordinances, Requests for Project Bids, and certain Resolutions are required by RCW to be published.
Licenses and Permits	Revenue category that includes building permits, business and amusement licenses and any other miscellaneous license or permit.
LID	Local Improvement District or Special Assessments made against certain properties to defray part or all of the cost of a specified improvement or service deemed to primarily benefit those properties.
Operating Expense	An operations plan, expressed in financial terms, by which an operating program is funded for a single fiscal year.
Preliminary Budget	The recommended and unapproved City budget submitted to the City Council and public in October and November of each year.
RCW	Revised Code of Washington; State Law or State Statute

Revenue	Income received by the City in support of the program of services to the community. Includes such items as property taxes, fees, user charges, grants, interest income and miscellaneous fees.
Revenue Bonds	Bonds issued pledging future revenues, usually water, sewer, garbage, or storm water charges to cover debt payments in addition to operating costs.
Salaries and Wages	All non-elected officials of the City are paid employees. Employees are categorized as either salaried or hourly. Salaried employees are further categorized as "Exempt," or "Non-Exempt," in reference to the federal Fair Labor Standards Act, which has been adopted by the State of Washington and which must be followed by the City. All part-time positions are paid hourly wages. Hourly and Non-Exempt employees are compensated by the payment of overtime or credited with compensatory time for any hours worked in excess of FSLA standards. Exempt employees are not entitled to overtime or compensatory time
Standard Work Year	2,080 hours, or 260 days, is the equivalent of one work year.
Supplemental Appropriation	An appropriation approved by the Council after the initial budget appropriation. Supplemental appropriations are approved by Council during the year and a budget amendment ordinance is passed to amend the budget for those appropriations.
User Charges	The amount the City receives for the provision of services and commodities, or the performance of specific services benefiting the person charged. User charges tend to be voluntary in nature, in contrast to mandatory property and income taxes. Citizens only pay user charges when a specific service is received.

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Revenues		Amt Budgeted	Revenues	Remaining	
308 Beginning Balances					
308 00 00 00	Beginning Balance	115,000.00	0.00	115,000.00	0.0%
308 Beginning Balances		115,000.00	0.00	115,000.00	0.0%
310 Taxes					
311 10 00 00	Real & Personal Property Taxes	284,722.00	0.00	284,722.00	0.0%
313 11 00 00	Sales & Use	215,000.00	0.00	215,000.00	0.0%
313 71 00 00	Local Criminal Justice	26,975.00	0.00	26,975.00	0.0%
316 10 00 00	Business And Occupation Taxes	47,000.00	0.00	47,000.00	0.0%
316 41 00 00	Business Utility Tax-electri	100,000.00	0.00	100,000.00	0.0%
316 42 00 00	Utility Tax - Water	13,662.00	0.00	13,662.00	0.0%
316 44 00 00	Utility Tax-Sewer	53,131.00	0.00	53,131.00	0.0%
316 45 00 00	Business Utility Tax-garbage	15,072.00	0.00	15,072.00	0.0%
316 46 00 00	Business Utility Tax-tv/cabl	37,712.00	0.00	37,712.00	0.0%
316 47 00 00	Business Utility Tax-telepho	33,658.00	0.00	33,658.00	0.0%
316 81 00 00	Gambling Taxes	3,750.00	0.00	3,750.00	0.0%
310 Taxes		830,682.00	0.00	830,682.00	0.0%
320 Licenses & Permits					
321 91 01 00	Right Of Way Fee	9,000.00	0.00	9,000.00	0.0%
321 99 00 00	Business Licenses - New	2,000.00	0.00	2,000.00	0.0%
321 99 01 00	Business License Renewal	4,500.00	0.00	4,500.00	0.0%
322 10 00 00	Building Permits	22,500.00	0.00	22,500.00	0.0%
322 30 00 00	Animal License	592.00	0.00	592.00	0.0%
322 90 00 00	Parades / Special Events	1,175.00	0.00	1,175.00	0.0%
359 49 00 00	Business License Penalties	405.00	0.00	405.00	0.0%
320 Licenses & Permits		40,172.00	0.00	40,172.00	0.0%
330 State Generated Revenues					
336 00 98 00	City Assistance	22,477.00	0.00	22,477.00	0.0%
336 06 21 00	Criminal Justice - Populatio	1,000.00	0.00	1,000.00	0.0%
336 06 26 00	Criminal Justice - Special Programs	1,892.00	0.00	1,892.00	0.0%
336 06 41 00	Marijuana Enforcement	2,000.00	0.00	2,000.00	0.0%
336 06 42 00	Marijuana Excise Tax	700.00	0.00	700.00	0.0%
336 06 51 00	DUI Cities	480.00	0.00	480.00	0.0%
336 06 94 00	Liquor Excise Tax	7,000.00	0.00	7,000.00	0.0%
336 06 95 00	Liquor Control Board Profits	14,798.00	0.00	14,798.00	0.0%
342 10 02 00	Law Enforcement Services	20,000.00	0.00	20,000.00	0.0%
330 State Generated Revenues		70,347.00	0.00	70,347.00	0.0%
340 Charges For Services					
341 33 00 00	Compliance Fee	190.00	0.00	190.00	0.0%
341 33 02 00	Warrant Cost	711.00	0.00	711.00	0.0%
341 33 03 00	Court Admin Cost	400.00	0.00	400.00	0.0%
341 35 00 00	Photocopies	42.00	0.00	42.00	0.0%
341 35 01 00	Police Reports	115.00	0.00	115.00	0.0%
341 49 00 01	Court Conv Fee	74.00	0.00	74.00	0.0%

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Revenues	Amt Budgeted	Revenues	Remaining	
340 Charges For Services				
341 95 00 00 Legal Services	356.00	0.00	356.00	0.0%
342 33 00 00 Probation Fees	187.00	0.00	187.00	0.0%
342 33 06 00 Traffic Safety School	3,426.00	0.00	3,426.00	0.0%
342 36 00 00 Housing And Monitoring Of Prisoners	115.00	0.00	115.00	0.0%
342 37 00 00 Booking Fees	995.00	0.00	995.00	0.0%
345 29 00 00 Sales Of Electricity Solar Incentive	2,675.00	0.00	2,675.00	0.0%
345 81 00 00 Zoning & Subdivision Fees	3,000.00	0.00	3,000.00	0.0%
345 83 00 00 Plan Check Fees	8,680.00	0.00	8,680.00	0.0%
347 30 01 00 Ball Field Fees	355.00	0.00	355.00	0.0%
355 21 00 00 Crim Conv Fee	40.00	0.00	40.00	0.0%
340 Charges For Services	21,361.00	0.00	21,361.00	0.0%

350 Fines & Forfeitures

352 30 00 00 Mandatory Insurance Cost	361.00	0.00	361.00	0.0%
353 10 00 00 Traffic Infractions	12,750.00	0.00	12,750.00	0.0%
354 00 00 00 Parking Infractions	12.00	0.00	12.00	0.0%
355 20 00 00 DUI Patrol Remittance	1,769.00	0.00	1,769.00	0.0%
355 80 00 00 Criminal Traffic	6,338.00	0.00	6,338.00	0.0%
356 50 00 00 Investigative Fund Assessments	255.00	0.00	255.00	0.0%
356 90 00 00 Criminal Non-traffic	1,890.00	0.00	1,890.00	0.0%
357 33 00 00 Public Defense Cost	3,701.00	0.00	3,701.00	0.0%
357 37 00 00 Court Cost Recoup	171.00	0.00	171.00	0.0%
359 10 00 00 B&O Penalties	2,148.00	0.00	2,148.00	0.0%
350 Fines & Forfeitures	29,395.00	0.00	29,395.00	0.0%

360 Misc Revenues

361 11 00 00 Investment Interest	6,000.00	0.00	6,000.00	0.0%
361 40 00 00 Sales Interest	106.00	0.00	106.00	0.0%
361 40 01 00 D/M Interest Income	494.00	0.00	494.00	0.0%
362 40 01 00 Camping Fees	2,500.00	0.00	2,500.00	0.0%
362 40 02 00 Quarry House Rent	6,500.00	0.00	6,500.00	0.0%
362 40 04 00 Concession Stand Rental	202.00	0.00	202.00	0.0%
362 40 05 00 Food Warehouse Rental	2,461.00	0.00	2,461.00	0.0%
367 11 06 00 AWC Loss Control Grant	5,000.00	0.00	5,000.00	0.0%
369 10 01 00 Surplus Property Sale	5,000.00	0.00	5,000.00	0.0%
369 10 01 01 Sale Of Scrap And Junk	2,500.00	0.00	2,500.00	0.0%
369 30 00 00 Confiscated And Forfeited Property	774.00	0.00	774.00	0.0%
369 40 12 00 Restitution	1,009.00	0.00	1,009.00	0.0%
369 91 00 00 Other Miscellaneous Revenue	356.00	0.00	356.00	0.0%
369 91 01 00 Court Overpayment	25.00	0.00	25.00	0.0%
360 Misc Revenues	32,927.00	0.00	32,927.00	0.0%

380 Non Revenues

336 06 51 10 Crime Victims Compensation	497.00	0.00	497.00	0.0%
389 10 00 01 Deposit / Facility Rental	2,600.00	0.00	2,600.00	0.0%
389 10 00 02 Deposit / Land Use	848.00	0.00	848.00	0.0%
389 10 00 03 Deposit / Special Events	750.00	0.00	750.00	0.0%
389 10 00 04 Hydrant Meter Deposit	312.00	0.00	312.00	0.0%

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Revenues	Amt Budgeted	Revenues	Remaining	
380 Non Revenues				
389 30 00 00 Emergency Medical Services	381.00	0.00	381.00	0.0%
389 30 00 01 Sales Tax To Be Remitted To DOR	94.00	0.00	94.00	0.0%
389 30 00 02 Building Code Fees	177.00	0.00	177.00	0.0%
389 30 00 04 EMS/Trauma	2,251.00	0.00	2,251.00	0.0%
389 30 00 05 Auto Theft	2,116.00	0.00	2,116.00	0.0%
389 30 00 06 Trama Brain Injury	421.00	0.00	421.00	0.0%
389 30 00 07 PSEA 3	233.00	0.00	233.00	0.0%
389 30 00 08 WSP Highway Account	373.00	0.00	373.00	0.0%
389 30 00 09 Highway Safety	109.00	0.00	109.00	0.0%
389 30 00 10 Death Investigation	69.00	0.00	69.00	0.0%
389 30 00 11 Public Safety/education PSEA 1	13,180.00	0.00	13,180.00	0.0%
389 30 00 12 PSEA 2	6,733.00	0.00	6,733.00	0.0%
389 30 00 13 JIS	4,445.00	0.00	4,445.00	0.0%
389 30 00 14 School Zone Safety	631.00	0.00	631.00	0.0%
380 Non Revenues	36,220.00	0.00	36,220.00	0.0%

Fund Revenues:	1,176,104.00	0.00	1,176,104.00	0.0%
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Expenditures	Amt Budgeted	Expenditures	Remaining	
511 Legislative				
511 30 44 00 Advertising & Publications	750.00	0.00	750.00	0.0%
511 40 41 00 Professional Services - Leader Wkshp	2,500.00	0.00	2,500.00	0.0%
511 40 42 03 Communications - IT Services	784.00	0.00	784.00	0.0%
511 40 42 04 Communications - E-Governance System	1,500.00	0.00	1,500.00	0.0%
511 40 42 05 Communications - PRA Compliance Software	300.00	0.00	300.00	0.0%
511 40 42 06 Communications - City Web Site	180.00	0.00	180.00	0.0%
511 40 42 08 Communications - Postage	50.00	0.00	50.00	0.0%
511 40 42 10 Communications - Office Productivity Software	675.00	0.00	675.00	0.0%
511 50 10 00 Legislative - Salaries & Wages	2,823.00	0.00	2,823.00	0.0%
511 50 20 00 Legislative - Personnel Benefits	847.00	0.00	847.00	0.0%
511 60 10 00 Council Stipend	4,500.00	0.00	4,500.00	0.0%
511 60 20 00 Benefits	450.00	0.00	450.00	0.0%
511 60 31 00 Supplies	500.00	0.00	500.00	0.0%
511 60 43 01 Travel/lodging/meals	750.00	0.00	750.00	0.0%
511 60 43 02 Education	500.00	0.00	500.00	0.0%
514 40 51 00 Election Services	2,250.00	0.00	2,250.00	0.0%
511 Legislative	19,359.00	0.00	19,359.00	0.0%

512 Judicial

512 50 10 00 Salaries & Wages	26,371.00	0.00	26,371.00	0.0%
512 50 20 00 Benefits	8,438.00	0.00	8,438.00	0.0%
512 50 31 00 Office Supplies	300.00	0.00	300.00	0.0%
512 50 35 00 Small Tools And Equipment	100.00	0.00	100.00	0.0%
512 50 42 00 Communications - Telephone (Land Line)	814.00	0.00	814.00	0.0%
512 50 42 01 Communications - Internet Access	573.00	0.00	573.00	0.0%
512 50 42 03 Communications - IT Service Provider	980.00	0.00	980.00	0.0%
512 50 42 05 Communications - PRA Compliance Software	210.00	0.00	210.00	0.0%

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Expenditures	Amt Budgeted	Expenditures	Remaining	
512 Judicial				
512 50 42 06 Communications - City Web Site	126.00	0.00	126.00	0.0%
512 50 42 07 Communications - Web Bill Pay Services	240.00	0.00	240.00	0.0%
512 50 42 08 Communications - Postage	265.00	0.00	265.00	0.0%
512 50 42 10 Communications - Office Productivity Software	135.00	0.00	135.00	0.0%
512 50 43 00 Travel/lodging/meals	300.00	0.00	300.00	0.0%
512 50 49 00 Dues/membership/misc	150.00	0.00	150.00	0.0%
512 50 49 01 Printing	100.00	0.00	100.00	0.0%
512 Judicial	39,102.00	0.00	39,102.00	0.0%
513 Executive				
513 10 10 00 Executive - Mayor Stipend	7,200.00	0.00	7,200.00	0.0%
513 10 20 00 Executive - Personnel Benefits Mayor	750.00	0.00	750.00	0.0%
513 10 42 03 Communications - IT Service Provider	784.00	0.00	784.00	0.0%
513 10 42 04 Communications - E-Governance System	750.00	0.00	750.00	0.0%
513 10 42 05 Communications - PRA Compliance Software	300.00	0.00	300.00	0.0%
513 10 42 06 Communications - City Web Site	126.00	0.00	126.00	0.0%
513 10 42 08 Communications - Postage	50.00	0.00	50.00	0.0%
513 10 42 10 Communications - Office Productivity Software	1,755.00	0.00	1,755.00	0.0%
513 10 43 01 Travel, Meals, And Lodging	1,000.00	0.00	1,000.00	0.0%
513 10 43 02 Training	1,000.00	0.00	1,000.00	0.0%
513 Executive	13,715.00	0.00	13,715.00	0.0%
514 Finance				
514 20 10 00 Salaries & Wages	30,120.00	0.00	30,120.00	0.0%
514 20 20 00 Benefits	9,634.00	0.00	9,634.00	0.0%
514 20 31 00 Supplies	1,000.00	0.00	1,000.00	0.0%
514 20 35 00 Small Equipment	300.00	0.00	300.00	0.0%
514 20 41 00 Professional Services	750.00	0.00	750.00	0.0%
514 20 42 00 Communications - Telephone (Land Line)	1,231.00	0.00	1,231.00	0.0%
514 20 42 01 Communications - Internet Access	574.00	0.00	574.00	0.0%
514 20 42 03 Communications - IT Service Provider	980.00	0.00	980.00	0.0%
514 20 42 05 Communications - PRA Compliance Software	210.00	0.00	210.00	0.0%
514 20 42 06 Communications - City Web Site	126.00	0.00	126.00	0.0%
514 20 42 07 Communications - Web Bill Pay Services	210.00	0.00	210.00	0.0%
514 20 42 08 Communications - Postage	965.00	0.00	965.00	0.0%
514 20 42 10 Communications - Office Productivity Software	270.00	0.00	270.00	0.0%
514 20 48 00 Equipment Repair/maintenance	2,500.00	0.00	2,500.00	0.0%
514 20 49 00 Dues/memberships/misc.	100.00	0.00	100.00	0.0%
514 20 49 01 Bank Charges	500.00	0.00	500.00	0.0%
514 23 41 00 Audit Service	5,000.00	0.00	5,000.00	0.0%
514 40 43 00 Travel/lodging/meals	750.00	0.00	750.00	0.0%
514 40 49 00 Education & Training	500.00	0.00	500.00	0.0%
514 Finance	55,720.00	0.00	55,720.00	0.0%

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Expenditures		Amt Budgeted	Expenditures	Remaining	
515 Legal Services					
515 32 41 01	City Attorney	35,000.00	0.00	35,000.00	0.0%
515 32 41 02	Prosecuting Attorney	12,000.00	0.00	12,000.00	0.0%
515 32 41 03	Public Defender	12,000.00	0.00	12,000.00	0.0%
515 32 41 05	Judge Fees	3,000.00	0.00	3,000.00	0.0%
515 32 41 06	Interpreter Services	500.00	0.00	500.00	0.0%
515 Legal Services		62,500.00	0.00	62,500.00	0.0%
518 Central Services					
518 10 41 00	Professional Services	500.00	0.00	500.00	0.0%
518 10 43 00	Training	500.00	0.00	500.00	0.0%
518 10 49 00	Dues/misc. AWC Services	928.00	0.00	928.00	0.0%
518 10 49 01	Code Book Publications	5,000.00	0.00	5,000.00	0.0%
518 20 10 00	Salaries / Facilities Maint.	25,514.00	0.00	25,514.00	0.0%
518 20 20 00	Benefits	8,164.00	0.00	8,164.00	0.0%
518 20 31 00	Office Supplies	1,000.00	0.00	1,000.00	0.0%
518 20 35 00	Small Equipment	250.00	0.00	250.00	0.0%
518 20 42 03	Communications - IT Service Provider	1,078.00	0.00	1,078.00	0.0%
518 20 42 05	Communications - PRA Compliance Software	210.00	0.00	210.00	0.0%
518 20 42 06	Communications - City Web Site	180.00	0.00	180.00	0.0%
518 20 42 08	Communications - Postage	475.00	0.00	475.00	0.0%
518 20 42 10	Communications - Office Productivity Software	405.00	0.00	405.00	0.0%
518 20 47 00	Utilities	5,000.00	0.00	5,000.00	0.0%
518 20 47 01	Food Warehouse Utilities	1,500.00	0.00	1,500.00	0.0%
518 30 31 00	Maintenance Supplies	201.00	0.00	201.00	0.0%
518 30 41 01	Custodial Supplies	350.00	0.00	350.00	0.0%
518 30 48 00	Maintenance - Facility	2,000.00	0.00	2,000.00	0.0%
518 30 48 01	Maintenance - Equipment	500.00	0.00	500.00	0.0%
518 30 48 02	Food Warehouse Maintenance	750.00	0.00	750.00	0.0%
518 30 48 10	Repairs - Computer Equipment	3,000.00	0.00	3,000.00	0.0%
518 70 46 00	Insurance	8,944.00	0.00	8,944.00	0.0%
518 Central Services		66,449.00	0.00	66,449.00	0.0%
521 Law Enforcement					
521 10 10 02	Law Enforcement - Overtime	11,000.00	0.00	11,000.00	0.0%
521 10 20 02	Law Enforcement - OT Benefits	3,080.00	0.00	3,080.00	0.0%
521 10 32 00	Fuel	12,000.00	0.00	12,000.00	0.0%
521 10 41 01	Professional Services	2,000.00	0.00	2,000.00	0.0%
521 10 42 00	Communications - Telephone (Land Line)	4,211.00	0.00	4,211.00	0.0%
521 10 42 01	Communications - Internet Access	1,279.00	0.00	1,279.00	0.0%
521 10 42 02	Communications - Alarm Services	500.00	0.00	500.00	0.0%
521 10 42 03	Communications - IT Service Provider	980.00	0.00	980.00	0.0%
521 10 42 05	Communications - PRA Compliance Software	210.00	0.00	210.00	0.0%
521 10 42 06	Communications - City Web Site	126.00	0.00	126.00	0.0%
521 10 42 08	Communications - Postage	424.00	0.00	424.00	0.0%
521 10 42 09	Communications - Telephone (Cellular)	3,952.00	0.00	3,952.00	0.0%
521 10 42 10	Communications - Office Productivity Software	675.00	0.00	675.00	0.0%
521 10 46 00	Insurance	13,416.00	0.00	13,416.00	0.0%

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001 General Government Fund #001

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Expenditures	Amt Budgeted	Expenditures	Remaining	
521 Law Enforcement				
521 10 47 00 Utilities	6,300.00	0.00	6,300.00	0.0%
521 10 48 01 Repair/maintenance (Admin)	500.00	0.00	500.00	0.0%
521 21 49 00 Investigations	500.00	0.00	500.00	0.0%
521 22 10 00 Salaries & Wages	250,926.00	0.00	250,926.00	0.0%
521 22 10 02 Standby	16,790.00	0.00	16,790.00	0.0%
521 22 20 00 Benefits	80,314.00	0.00	80,314.00	0.0%
521 22 20 01 Uniforms	3,720.00	0.00	3,720.00	0.0%
521 22 20 02 Retiree Medical/deductible	14,500.00	0.00	14,500.00	0.0%
521 22 31 00 Supplies	2,000.00	0.00	2,000.00	0.0%
521 22 35 00 Small Equipment	3,000.00	0.00	3,000.00	0.0%
521 22 48 01 Law Enforcement Equipment- Repairs & Maintenance	4,000.00	0.00	4,000.00	0.0%
521 22 49 01 Education/training	5,000.00	0.00	5,000.00	0.0%
521 22 49 02 Dues/memberships/misc.	550.00	0.00	550.00	0.0%
521 30 49 00 Traffic Safety School	250.00	0.00	250.00	0.0%
521 30 49 01 Crime Prevention Education	2,500.00	0.00	2,500.00	0.0%
521 31 41 00 Computer Hardware/software	5,000.00	0.00	5,000.00	0.0%
521 50 40 01 Custodial Services/supplies	200.00	0.00	200.00	0.0%
521 50 40 02 Repair & Maintenance (building)	1,100.00	0.00	1,100.00	0.0%
528 60 42 02 Cad Communications	1,000.00	0.00	1,000.00	0.0%
528 80 40 00 RMS System	5,500.00	0.00	5,500.00	0.0%
521 Law Enforcement	457,503.00	0.00	457,503.00	0.0%
522 Fire Control				
522 20 41 00 Contracted Services - STFEMS	117,522.00	0.00	117,522.00	0.0%
522 60 49 00 Emergency Management Council	267.00	0.00	267.00	0.0%
522 Fire Control	117,789.00	0.00	117,789.00	0.0%
523 Jail Costs				
523 60 51 00 Detention/correction-Chehalis	2,518.00	0.00	2,518.00	0.0%
523 60 51 01 Detention/correction-Nisqually	1,661.00	0.00	1,661.00	0.0%
523 60 51 02 Detention/correction-Thurston	187.00	0.00	187.00	0.0%
523 Jail Costs	4,366.00	0.00	4,366.00	0.0%
531 Natural Resources				
533 70 50 00 Air Pollution Control	1,367.00	0.00	1,367.00	0.0%
531 Natural Resources	1,367.00	0.00	1,367.00	0.0%
539 Other Environment Services				
539 30 10 00 Salaries & Wages	942.00	0.00	942.00	0.0%
539 30 20 00 Benefits	283.00	0.00	283.00	0.0%
539 30 31 00 Supplies	400.00	0.00	400.00	0.0%
539 30 41 00 Disposal Fees/county	200.00	0.00	200.00	0.0%
539 30 46 00 Insurance	358.00	0.00	358.00	0.0%
539 30 47 00 Utilities	500.00	0.00	500.00	0.0%
539 30 48 00 Kennel Maintenance	250.00	0.00	250.00	0.0%

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001 General Government Fund #001

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Expenditures	Amt Budgeted	Expenditures	Remaining
539 Other Environment Services			
539 Other Environment Services	2,933.00	0.00	2,933.00 0.0%
558 Planning & Community Devel			
558 50 10 00 Salaries & Wages - Building Official	9,000.00	0.00	9,000.00 0.0%
558 50 20 00 Benefits - Building Official	2,700.00	0.00	2,700.00 0.0%
558 50 31 00 Supplies	300.00	0.00	300.00 0.0%
558 50 42 03 Communications - IT Service Provider	784.00	0.00	784.00 0.0%
558 50 42 04 Communications - E-Governance System	750.00	0.00	750.00 0.0%
558 50 42 05 Communications - PRA Compliance Software	300.00	0.00	300.00 0.0%
558 50 42 06 Communications - City Web Site	180.00	0.00	180.00 0.0%
558 50 42 07 Communications - Web Bill Pay Services	240.00	0.00	240.00 0.0%
558 50 42 10 Communications - Office Productivity Software	675.00	0.00	675.00 0.0%
558 50 49 00 Dues/membership/misc.	500.00	0.00	500.00 0.0%
558 60 10 00 Salaries & Wages	834.00	0.00	834.00 0.0%
558 60 20 00 Benefits	266.00	0.00	266.00 0.0%
558 60 31 00 Supplies	1,250.00	0.00	1,250.00 0.0%
558 60 41 00 Professional Services - TRPC Contract	27,000.00	0.00	27,000.00 0.0%
558 60 42 00 Engineering Services Planning	1,000.00	0.00	1,000.00 0.0%
558 60 43 00 Travel/lodging/meals	500.00	0.00	500.00 0.0%
558 60 44 00 Advertising/planning	500.00	0.00	500.00 0.0%
558 60 46 00 Insurance	448.00	0.00	448.00 0.0%
558 60 49 00 TRPC Dues	1,800.00	0.00	1,800.00 0.0%
558 60 49 02 Dues/membership/misc	500.00	0.00	500.00 0.0%
558 60 49 03 Education / Training	125.00	0.00	125.00 0.0%
558 60 49 05 Printing	100.00	0.00	100.00 0.0%
558 70 40 00 Professional Services - EDC Contract	5,000.00	0.00	5,000.00 0.0%
558 70 41 00 Professional Services - Grant Writer	10,000.00	0.00	10,000.00 0.0%
558 Planning & Community Devel	64,752.00	0.00	64,752.00 0.0%
566 Substance Abuse			
566 30 00 00 Alcoholism	150.00	0.00	150.00 0.0%
566 Substance Abuse	150.00	0.00	150.00 0.0%
572 Libraries			
572 50 10 00 Libraries - Salaries & Wages	4,238.00	0.00	4,238.00 0.0%
572 50 20 00 Libraries - Personnel Benefits	1,356.00	0.00	1,356.00 0.0%
572 50 31 00 Supplies & Maintenance	250.00	0.00	250.00 0.0%
572 50 31 01 Janitorial Supplies	150.00	0.00	150.00 0.0%
572 50 46 00 Insurance	1,789.00	0.00	1,789.00 0.0%
572 50 47 00 Utilities	4,060.00	0.00	4,060.00 0.0%
572 50 48 00 Repairs/maintenance	750.00	0.00	750.00 0.0%
572 Libraries	12,593.00	0.00	12,593.00 0.0%
575 Cultural & Recreational Fac			
575 30 42 03 Communications - IT Service Provider	147.00	0.00	147.00 0.0%

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001 General Government Fund #001

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Expenditures	Amt Budgeted	Expenditures	Remaining	
575 Cultural & Recreational Fac				
575 30 42 05 Communications - PRA Compliance Software	180.00	0.00	180.00	0.0%
575 30 42 06 Communications - City Web Site	101.00	0.00	101.00	0.0%
575 30 42 10 Communications - Office Productivity Software	135.00	0.00	135.00	0.0%
575 50 42 03 Communications - IT Service Provider	588.00	0.00	588.00	0.0%
575 50 42 05 Communications - PRA Compliance Software	180.00	0.00	180.00	0.0%
575 50 42 06 Communications - City Web Site	101.00	0.00	101.00	0.0%
575 50 42 07 Communications - Web Bill Pay Services	90.00	0.00	90.00	0.0%
575 50 42 10 Communications - Office Productivity Software	135.00	0.00	135.00	0.0%
000	1,657.00	0.00	1,657.00	0.0%
575 30 42 00 Communications - Telephone (Land Line)	605.00	0.00	605.00	0.0%
575 30 46 00 Insurance (Museum)	2,684.00	0.00	2,684.00	0.0%
575 30 47 00 Utilities	4,500.00	0.00	4,500.00	0.0%
575 30 48 00 Repairs & Maintenance	1,400.00	0.00	1,400.00	0.0%
001 Museum	9,189.00	0.00	9,189.00	0.0%
575 50 10 00 Quarry House Salaries & Wages	2,825.00	0.00	2,825.00	0.0%
575 50 20 00 Quarry House Personnel Benefits	904.00	0.00	904.00	0.0%
575 50 31 00 Supplies	500.00	0.00	500.00	0.0%
575 50 31 01 Janitorial Supplies	350.00	0.00	350.00	0.0%
575 50 42 00 Communications - Telephone (Land Line)	605.00	0.00	605.00	0.0%
575 50 46 00 Insurance (Quarry House)	1,789.00	0.00	1,789.00	0.0%
575 50 47 00 Utilities	3,500.00	0.00	3,500.00	0.0%
575 50 48 00 Repairs & Maintenance	1,000.00	0.00	1,000.00	0.0%
575 50 53 00 QH External Txns & Oper Assess.	175.00	0.00	175.00	0.0%
002 Quarry House	11,648.00	0.00	11,648.00	0.0%
575 Cultural & Recreational Fac	22,494.00	0.00	22,494.00	0.0%
576 Park Facilities				
576 30 53 00 Camping - External Taxes & Operating Assessments	125.00	0.00	125.00	0.0%
576 40 42 03 Communications - IT Service Provider	588.00	0.00	588.00	0.0%
576 40 42 05 Communications - PRA Compliance Software	180.00	0.00	180.00	0.0%
576 40 42 06 Communications - City Web Site	101.00	0.00	101.00	0.0%
576 40 42 10 Communications - Office Productivity Software	135.00	0.00	135.00	0.0%
576 65 48 76 Park Facilities - Repairs & Maintenance	700.00	0.00	700.00	0.0%
576 80 32 00 Park Facilities - Fuel Consumed	1,400.00	0.00	1,400.00	0.0%
576 90 32 76 Park Facilities - Fuel Consumed	600.00	0.00	600.00	0.0%
000	3,829.00	0.00	3,829.00	0.0%
576 40 31 00 Supplies	200.00	0.00	200.00	0.0%
576 40 46 00 Insurance (Consession Stand)	895.00	0.00	895.00	0.0%
576 40 47 00 Utilities	1,000.00	0.00	1,000.00	0.0%
576 40 48 00 Repairs & Maintenance (Consession Stand)	500.00	0.00	500.00	0.0%
004 Concession Stand	2,595.00	0.00	2,595.00	0.0%

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001 General Government Fund #001

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Expenditures	Amt Budgeted	Expenditures	Remaining	
576 Park Facilities				
576 80 10 00 Salaries & Wages	38,614.00	0.00	38,614.00	0.0%
576 80 20 00 Benefits	12,356.00	0.00	12,356.00	0.0%
576 80 31 00 Supplies	1,500.00	0.00	1,500.00	0.0%
576 80 35 00 Small Equipment	1,000.00	0.00	1,000.00	0.0%
576 80 46 00 Insurance (Park)	4,472.00	0.00	4,472.00	0.0%
576 80 47 00 Utilities	9,000.00	0.00	9,000.00	0.0%
576 80 48 00 Repairs & Maintenance (Park)	1,000.00	0.00	1,000.00	0.0%
576 80 53 00 Property Taxes	237.00	0.00	237.00	0.0%
005 Camping, Playground, Ballfields	68,179.00	0.00	68,179.00	0.0%
576 Park Facilities	74,603.00	0.00	74,603.00	0.0%
580 Non Expenditures				
581 20 00 01 Interfund Loan #401 - Principal	12,286.00	0.00	12,286.00	0.0%
586 00 00 02 Deposit Refund / Special Events	400.00	0.00	400.00	0.0%
589 10 00 01 Deposit Refunds / Facility Rental	2,534.00	0.00	2,534.00	0.0%
589 10 00 04 Deposit Refund/Hydrant Meter	183.00	0.00	183.00	0.0%
589 30 00 02 Building Code Fees	133.00	0.00	133.00	0.0%
589 30 00 03 Crime Victim Comp Fund	225.00	0.00	225.00	0.0%
589 30 00 04 Trauma	1,051.00	0.00	1,051.00	0.0%
589 30 00 05 Auto Theft Prevention	2,040.00	0.00	2,040.00	0.0%
589 30 00 06 Trauma Brain Injury	406.00	0.00	406.00	0.0%
589 30 00 07 State Fees 3	227.00	0.00	227.00	0.0%
589 30 00 08 WSP Highway Account	359.00	0.00	359.00	0.0%
589 30 00 09 Highway Safety	107.00	0.00	107.00	0.0%
589 30 00 10 Death Investigation	68.00	0.00	68.00	0.0%
589 30 00 15 Liquor Board Profits & Excise Taxes	395.00	0.00	395.00	0.0%
589 91 00 00 State Fees	12,825.00	0.00	12,825.00	0.0%
589 92 00 00 State Fees 2	6,665.00	0.00	6,665.00	0.0%
589 97 00 00 JIS	4,025.00	0.00	4,025.00	0.0%
589 99 00 00 School Zone Safety	386.00	0.00	386.00	0.0%
580 Non Expenditures	44,315.00	0.00	44,315.00	0.0%
591 Debt Service				
592 18 80 01 Interfund Loan #401 - Interest	573.00	0.00	573.00	0.0%
591 Debt Service	573.00	0.00	573.00	0.0%
999 Ending Balance				
508 00 00 00 Estimated Ending Fund Balanc	0.00	0.00	0.00	0.0%
999 Ending Balance	0.00	0.00	0.00	0.0%
Fund Expenditures:	1,060,283.00	0.00	1,060,283.00	0.0%

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001 General Government Fund #001

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Fund Excess/(Deficit):	115,821.00	0.00
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002 Quarry Pool Fund #002 01/01/2018 To: 12/31/2018

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances				
308 00 00 02 Beginning Balance	1.00	0.00	1.00	0.0%
308 Beginning Balances	1.00	0.00	1.00	0.0%
340 Charges For Services				
347 30 00 02 Swimming Pool Revenues	26,000.00	0.00	26,000.00	0.0%
340 Charges For Services	26,000.00	0.00	26,000.00	0.0%
360 Misc Revenues				
367 11 05 02 Quarry Pool Donations	13,000.00	0.00	13,000.00	0.0%
360 Misc Revenues	13,000.00	0.00	13,000.00	0.0%
Fund Revenues:	39,001.00	0.00	39,001.00	0.0%
Expenditures	Amt Budgeted	Expenditures	Remaining	
576 Park Facilities				
576 20 42 03 Communications - IT Service Provider	147.00	0.00	147.00	0.0%
576 20 42 05 Communications - PRA Compliance Software	180.00	0.00	180.00	0.0%
576 20 42 06 Communications - City Web Site	101.00	0.00	101.00	0.0%
576 20 42 07 Communications - Web Bill Pay Service Provider	90.00	0.00	90.00	0.0%
000	518.00	0.00	518.00	0.0%
576 20 10 02 Salaries & Wages - Lifeguards	16,100.00	0.00	16,100.00	0.0%
576 20 10 03 Salaries & Wages - Full Time Employee	4,773.00	0.00	4,773.00	0.0%
576 20 20 02 Benefits - Lifeguard	4,830.00	0.00	4,830.00	0.0%
576 20 20 03 Benefits - Full Time Employees	1,432.00	0.00	1,432.00	0.0%
576 20 31 02 Supplies	2,000.00	0.00	2,000.00	0.0%
576 20 42 02 Communications - Telephone (Land Line)	357.00	0.00	357.00	0.0%
576 20 46 02 Insurance (Pool)	895.00	0.00	895.00	0.0%
576 20 47 02 Utilities	3,000.00	0.00	3,000.00	0.0%
576 20 48 02 Repairs & Maintenance (Pool)	2,000.00	0.00	2,000.00	0.0%
576 20 49 02 Operating Permit/Taxes	800.00	0.00	800.00	0.0%
576 20 49 03 Lifeguard Training	1,000.00	0.00	1,000.00	0.0%
003 Pool	37,187.00	0.00	37,187.00	0.0%
576 Park Facilities	37,705.00	0.00	37,705.00	0.0%
999 Ending Balance				
508 00 00 02 Ending Balance	0.00	0.00	0.00	0.0%
999 Ending Balance	0.00	0.00	0.00	0.0%
Fund Expenditures:	37,705.00	0.00	37,705.00	0.0%

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002 Quarry Pool Fund #002

01/01/2018 To: 12/31/2018

Fund Excess/(Deficit):	1,296.00	0.00
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101 City Street Fund #101 01/01/2018 To: 12/31/2018

Revenues	Amt Budgeted	Revenues	Remaining
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308 Beginning Balances

308 01 01 00 Beginning Balance	65,000.00	0.00	65,000.00	0.0%
308 Beginning Balances	65,000.00	0.00	65,000.00	0.0%

310 Taxes

318 35 00 00 REET	12,071.00	0.00	12,071.00	0.0%
310 Taxes	12,071.00	0.00	12,071.00	0.0%

320 Licenses & Permits

322 40 00 00 Street Use Permit	478.00	0.00	478.00	0.0%
320 Licenses & Permits	478.00	0.00	478.00	0.0%

330 State Generated Revenues

334 03 81 01 Nisqually Tribe Grant	11,500.00	0.00	11,500.00	0.0%
336 00 71 00 Multimodal Transpo City	2,517.00	0.00	2,517.00	0.0%
336 00 87 00 Mv Fuel Tax - Streets	38,671.00	0.00	38,671.00	0.0%
330 State Generated Revenues	52,688.00	0.00	52,688.00	0.0%

360 Misc Revenues

361 11 01 01 Investment Interest	108.00	0.00	108.00	0.0%
360 Misc Revenues	108.00	0.00	108.00	0.0%

Fund Revenues:	130,345.00	0.00	130,345.00	0.0%
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Expenditures	Amt Budgeted	Expenditures	Remaining
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542 Streets - Maintenance

542 30 10 00 Salaries & Wages	35,598.00	0.00	35,598.00	0.0%
542 30 20 00 Benefits	10,679.00	0.00	10,679.00	0.0%
542 30 31 00 Supplies	750.00	0.00	750.00	0.0%
542 30 32 00 Road And Street Maint - Fuel	1,700.00	0.00	1,700.00	0.0%
542 30 35 00 Small Tools & Equipment	150.00	0.00	150.00	0.0%
542 30 42 01 Communications - Internet Service	357.00	0.00	357.00	0.0%
542 30 42 03 Communications - IT Service Provider	588.00	0.00	588.00	0.0%
542 30 42 05 Communications - PRA Compliance Software	180.00	0.00	180.00	0.0%
542 30 42 06 Communications - City Web Site	126.00	0.00	126.00	0.0%
542 30 42 10 Communications - Office Productivity Software	135.00	0.00	135.00	0.0%
542 30 46 00 Insurance	2,684.00	0.00	2,684.00	0.0%
542 30 48 01 Auto Repair	1,500.00	0.00	1,500.00	0.0%
542 30 48 02 Maintenance/repair	5,000.00	0.00	5,000.00	0.0%
542 63 47 00 Utilities / Street Lighting	38,000.00	0.00	38,000.00	0.0%
542 64 48 00 Traffic Control Devices	1,000.00	0.00	1,000.00	0.0%
542 67 00 00 Street Cleaning	3,000.00	0.00	3,000.00	0.0%

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101 City Street Fund #101			01/01/2018 To: 12/31/2018	
Expenditures	Amt Budgeted	Expenditures	Remaining	
542 Streets - Maintenance				
542 Streets - Maintenance	101,447.00	0.00	101,447.00	0.0%
594 Capital Expenditures				
595 10 41 01 Professional Engineering Services	5,000.00	0.00	5,000.00	0.0%
595 30 00 00 Roads/Streets Const. & Other Infrastructure - Other Costs Allocations	1,000.00	0.00	1,000.00	0.0%
595 30 63 03 Roads/Streets Const. & Other Infrastructure - Other Improvements	3,900.00	0.00	3,900.00	0.0%
595 30 63 04 Backhoe Payments	1,336.00	0.00	1,336.00	0.0%
595 30 63 05 Bus Shelters	10,000.00	0.00	10,000.00	0.0%
594 Capital Expenditures	21,236.00	0.00	21,236.00	0.0%
999 Ending Balance				
508 01 01 00 Ending Balance	0.00	0.00	0.00	0.0%
999 Ending Balance	0.00	0.00	0.00	0.0%
Fund Expenditures:	122,683.00	0.00	122,683.00	0.0%
Fund Excess/(Deficit):	7,662.00	0.00		

2018 BUDGET POSITION

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109 Contingency Fund #109		01/01/2018 To: 12/31/2018			
Revenues	Amt Budgeted	Revenues	Remaining		
308 Beginning Balances					
308 01 09 00 Beginning Balance	119,000.00	0.00	119,000.00	0.0%	
308 Beginning Balances	119,000.00	0.00	119,000.00	0.0%	
360 Misc Revenues					
361 11 01 09 Investment Interest	500.00	0.00	500.00	0.0%	
360 Misc Revenues	500.00	0.00	500.00	0.0%	
Fund Revenues:	119,500.00	0.00	119,500.00	0.0%	
Expenditures	Amt Budgeted	Expenditures	Remaining		
999 Ending Balance					
508 01 09 00 Ending Balance	0.00	0.00	0.00	0.0%	
999 Ending Balance	0.00	0.00	0.00	0.0%	
Fund Expenditures:	0.00	0.00	0.00	0.0%	
Fund Excess/(Deficit):	119,500.00	0.00			

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310 Municipal Capital Imp Fund 310		01/01/2018 To: 12/31/2018			
Revenues	Amt Budgeted	Revenues	Remaining		
308 Beginning Balances					
308 03 10 00 Beginning Balance	280,000.00	0.00	280,000.00	0.0%	
308 Beginning Balances	280,000.00	0.00	280,000.00	0.0%	
310 Taxes					
318 34 03 01 REET	24,729.00	0.00	24,729.00	0.0%	
310 Taxes	24,729.00	0.00	24,729.00	0.0%	
330 State Generated Revenues					
334 01 30 01 WASPC Traffic Safety Grant	3,500.00	0.00	3,500.00	0.0%	
334 02 73 12 Y-T Trail Feasibility Study Grant	64,875.00	0.00	64,875.00	0.0%	
337 03 81 00 Port Of Olympia Small Cities Grant	10,000.00	0.00	10,000.00	0.0%	
330 State Generated Revenues	78,375.00	0.00	78,375.00	0.0%	
360 Misc Revenues					
361 11 03 10 Investment Interest	542.00	0.00	542.00	0.0%	
360 Misc Revenues	542.00	0.00	542.00	0.0%	
390 Other Revenues					
395 10 00 01 Sale Of Fire Station	26,572.00	0.00	26,572.00	0.0%	
395 11 00 01 Interest From Sale Of Fire Station	7,033.00	0.00	7,033.00	0.0%	
390 Other Revenues	33,605.00	0.00	33,605.00	0.0%	
Fund Revenues:	417,251.00	0.00	417,251.00	0.0%	
Expenditures	Amt Budgeted	Expenditures	Remaining		
521 Law Enforcement					
594 21 45 00 Law Enforcement - Vehicle Lease	22,000.00	0.00	22,000.00	0.0%	
521 Law Enforcement	22,000.00	0.00	22,000.00	0.0%	
576 Park Facilities					
594 75 60 01 Museum	7,000.00	0.00	7,000.00	0.0%	
576 Park Facilities	7,000.00	0.00	7,000.00	0.0%	
594 Capital Expenditures					
558 70 40 01 Facade Improvement Grants	5,000.00	0.00	5,000.00	0.0%	
594 18 60 01 City Hall Foundation Sealing	6,000.00	0.00	6,000.00	0.0%	
594 18 60 02 Professional Services - Engineer Cont	1,500.00	0.00	1,500.00	0.0%	
594 18 60 03 Danger Tree Management	12,000.00	0.00	12,000.00	0.0%	
594 18 60 04 PW Shop Add-on	15,000.00	0.00	15,000.00	0.0%	
594 18 60 05 City Hall Yard Sprinkler System	3,000.00	0.00	3,000.00	0.0%	

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310 Municipal Capital Imp Fund 310

01/01/2018 To: 12/31/2018

Expenditures	Amt Budgeted	Expenditures	Remaining	
594 Capital Expenditures				
594 18 60 06 City Hall Roof Repair	15,000.00	0.00	15,000.00	0.0%
594 18 60 07 Quarry Pool Master Plan	5,483.00	0.00	5,483.00	0.0%
594 18 62 01 Library	500.00	0.00	500.00	0.0%
594 21 60 01 PD Buiding Security Fence	12,500.00	0.00	12,500.00	0.0%
594 21 60 02 Traffic RADAR Trailer	3,500.00	0.00	3,500.00	0.0%
594 73 62 01 Quarry House Porch Rehab	15,000.00	0.00	15,000.00	0.0%
594 73 62 02 Quarry Pool Renovation	100,000.00	0.00	100,000.00	0.0%
594 76 60 00 Park Improvements - General	20,000.00	0.00	20,000.00	0.0%
594 76 60 02 Park Improvements (Top Soil Leveling)	5,000.00	0.00	5,000.00	0.0%
594 76 62 01 Park Improvements - Restrooms	2,500.00	0.00	2,500.00	0.0%
594 76 62 03 Park Improvement - Museum Exterior Maintenance	500.00	0.00	500.00	0.0%
594 76 63 02 Campground Improvements	5,000.00	0.00	5,000.00	0.0%
594 79 41 01 Y-T Trail Feasibility Study Match	13,125.00	0.00	13,125.00	0.0%
594 Capital Expenditures	240,608.00	0.00	240,608.00	0.0%
Fund Expenditures:	269,608.00	0.00	269,608.00	0.0%
Fund Excess/(Deficit):	147,643.00	0.00		

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401 Water Fund		01/01/2018 To: 12/31/2018			
Revenues	Amt Budgeted	Revenues	Remaining		
308 Beginning Balances					
308 04 01 00 Beginning Balance	935,000.00	0.00	935,000.00	0.0%	
308 Beginning Balances	935,000.00	0.00	935,000.00	0.0%	
340 Charges For Services					
343 40 00 00 Water Services	215,323.00	0.00	215,323.00	0.0%	
343 40 03 00 Excise Tax	10,892.00	0.00	10,892.00	0.0%	
343 40 04 00 Hydrant Permits	103.00	0.00	103.00	0.0%	
343 80 00 00 Water Account Activation Fee	2,362.00	0.00	2,362.00	0.0%	
359 90 04 01 Late Charge Penalty	28,532.00	0.00	28,532.00	0.0%	
340 Charges For Services	257,212.00	0.00	257,212.00	0.0%	
360 Misc Revenues					
361 11 04 01 Investment Interest	1,351.00	0.00	1,351.00	0.0%	
361 40 04 01 Interfund Loan Interest Revenue	572.00	0.00	572.00	0.0%	
369 91 00 02 Other Miscellaneous Revenue	75.00	0.00	75.00	0.0%	
360 Misc Revenues	1,998.00	0.00	1,998.00	0.0%	
380 Non Revenues					
381 20 04 01 Interfund Loan Repayment From #001 - Principal	18,546.00	0.00	18,546.00	0.0%	
380 Non Revenues	18,546.00	0.00	18,546.00	0.0%	
Fund Revenues:	1,212,756.00	0.00	1,212,756.00	0.0%	
Expenditures	Amt Budgeted	Expenditures	Remaining		
534 Water Utilities					
534 23 41 00 Audit Costs	1,000.00	0.00	1,000.00	0.0%	
534 80 10 00 Salaries & Wages	97,833.00	0.00	97,833.00	0.0%	
534 80 20 00 Benefits	29,350.00	0.00	29,350.00	0.0%	
534 80 20 01 Water Utilities - Safety Clothing	1,000.00	0.00	1,000.00	0.0%	
534 80 31 00 Supplies	8,133.00	0.00	8,133.00	0.0%	
534 80 31 01 Corrosion Control Supplies	4,000.00	0.00	4,000.00	0.0%	
534 80 32 00 Fuel & Oil	3,500.00	0.00	3,500.00	0.0%	
534 80 35 00 Small Tools And Equipment	1,500.00	0.00	1,500.00	0.0%	
534 80 41 00 Professional Testing Service	3,000.00	0.00	3,000.00	0.0%	
534 80 42 00 Communications - Telephone (Land Line)	2,118.00	0.00	2,118.00	0.0%	
534 80 42 01 Communications - Internet Connectivity	357.00	0.00	357.00	0.0%	
534 80 42 03 Communications - IT Service Provider	784.00	0.00	784.00	0.0%	
534 80 42 05 Communications - PRA Compliance Software	180.00	0.00	180.00	0.0%	
534 80 42 06 Communications - City Web Site	126.00	0.00	126.00	0.0%	
534 80 42 07 Communications - Web Bill Pay Service Provider	240.00	0.00	240.00	0.0%	
534 80 42 08 Communications - Postage	1,500.00	0.00	1,500.00	0.0%	
534 80 42 09 Communications - Telephone (Cellular)	1,820.00	0.00	1,820.00	0.0%	

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401 Water Fund			01/01/2018 To: 12/31/2018		
Expenditures		Amt Budgeted	Expenditures	Remaining	
534 Water Utilities					
534 80 42 10	Communications - Office Productivity Software	135.00	0.00	135.00	0.0%
534 80 43 00	Education / Training	2,000.00	0.00	2,000.00	0.0%
534 80 46 00	Insurance	19,676.00	0.00	19,676.00	0.0%
534 80 47 00	Utilities	12,519.00	0.00	12,519.00	0.0%
534 80 48 00	Repair & Maintenance	15,000.00	0.00	15,000.00	0.0%
534 80 48 01	Computer Software Maintenance	5,000.00	0.00	5,000.00	0.0%
534 80 49 00	Misc Dues, Subs & Tuition	3,500.00	0.00	3,500.00	0.0%
534 80 53 00	State Water Excise Tax	13,000.00	0.00	13,000.00	0.0%
534 Water Utilities		227,271.00	0.00	227,271.00	0.0%
999 Ending Balance					
508 04 01 00	Ending Balance	0.00	0.00	0.00	0.0%
999 Ending Balance		0.00	0.00	0.00	0.0%
Fund Expenditures:		227,271.00	0.00	227,271.00	0.0%
Fund Excess/(Deficit):		985,485.00	0.00		

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402 Water Capital Imp Fund 01/01/2018 To: 12/31/2018

Revenues	Amt Budgeted	Revenues	Remaining	
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308 Beginning Balances

308 04 20 00 Beginning Balance	625,000.00	0.00	625,000.00	0.0%
308 Beginning Balances	625,000.00	0.00	625,000.00	0.0%

340 Charges For Services

343 40 01 00 Water Surcharge/cap. Improve	60,530.00	0.00	60,530.00	0.0%
343 40 02 00 Tapping Fees	10,532.00	0.00	10,532.00	0.0%
343 40 05 00 Meter Installation	1,253.00	0.00	1,253.00	0.0%
340 Charges For Services	72,315.00	0.00	72,315.00	0.0%

360 Misc Revenues

361 11 04 20 Investment Interest	939.00	0.00	939.00	0.0%
360 Misc Revenues	939.00	0.00	939.00	0.0%

Fund Revenues:	698,254.00	0.00	698,254.00	0.0%
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Expenditures	Amt Budgeted	Expenditures	Remaining	
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534 Water Utilities

534 20 41 00 Water Comp Plan	30,000.00	0.00	30,000.00	0.0%
534 Water Utilities	30,000.00	0.00	30,000.00	0.0%

591 Debt Service

591 34 70 00 DWRSF Loan Repayment	6,546.00	0.00	6,546.00	0.0%
591 Debt Service	6,546.00	0.00	6,546.00	0.0%

594 Capital Expenditures

594 18 62 00 Public Works Shop Construction	11,666.00	0.00	11,666.00	0.0%
594 34 61 00 Water Rights	40,000.00	0.00	40,000.00	0.0%
594 34 61 01 Third Well	30,000.00	0.00	30,000.00	0.0%
594 34 63 01 Well #1	10,000.00	0.00	10,000.00	0.0%
594 34 63 02 Fire Hydrants	2,000.00	0.00	2,000.00	0.0%
594 34 63 09 Water Main Replacement	10,000.00	0.00	10,000.00	0.0%
594 34 64 00 Computer Purchase	3,000.00	0.00	3,000.00	0.0%
594 34 64 05 Radio Read Meter Reading	2,000.00	0.00	2,000.00	0.0%
594 34 64 06 Backhoe Payment	5,364.00	0.00	5,364.00	0.0%
594 34 65 00 Water System Repairs	10,000.00	0.00	10,000.00	0.0%
594 Capital Expenditures	124,030.00	0.00	124,030.00	0.0%

999 Ending Balance

508 04 20 00 Ending Balance	0.00	0.00	0.00	0.0%
999 Ending Balance	0.00	0.00	0.00	0.0%

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402 Water Capital Imp Fund

01/01/2018 To: 12/31/2018

Expenditures	Amt Budgeted	Expenditures	Remaining	
Fund Expenditures:	160,576.00	0.00	160,576.00	0.0%
Fund Excess/(Deficit):	537,678.00	0.00		

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403 Stormwater Fund		01/01/2018 To: 12/31/2018			
Revenues	Amt Budgeted	Revenues	Remaining		
308 Beginning Balances					
308 04 02 00 Beginning Balance	35,000.00	0.00	35,000.00	0.0%	
308 Beginning Balances	35,000.00	0.00	35,000.00	0.0%	
360 Misc Revenues					
361 11 04 02 Investment Interest	90.00	0.00	90.00	0.0%	
360 Misc Revenues	90.00	0.00	90.00	0.0%	
Fund Revenues:	35,090.00	0.00	35,090.00	0.0%	
Expenditures	Amt Budgeted	Expenditures	Remaining		
538 Other Utilities/Activities					
538 00 10 00 Salaries And Wages	1,884.00	0.00	1,884.00	0.0%	
538 00 10 01 Benefits	565.00	0.00	565.00	0.0%	
538 10 41 01 Stormwater Plan Update	15,000.00	0.00	15,000.00	0.0%	
538 30 31 00 Maintenance & Repairs	1,500.00	0.00	1,500.00	0.0%	
538 38 40 00 Stormwater	1,000.00	0.00	1,000.00	0.0%	
538 38 40 01 Old 99 Ditch Cleaning	5,000.00	0.00	5,000.00	0.0%	
538 Other Utilities/Activities	24,949.00	0.00	24,949.00	0.0%	
594 Capital Expenditures					
594 34 64 01 Backhoe	1,337.00	0.00	1,337.00	0.0%	
594 38 64 03 Storm Drain	2,000.00	0.00	2,000.00	0.0%	
594 Capital Expenditures	3,337.00	0.00	3,337.00	0.0%	
999 Ending Balance					
508 04 02 00 Ending Balance	0.00	0.00	0.00	0.0%	
999 Ending Balance	0.00	0.00	0.00	0.0%	
Fund Expenditures:	28,286.00	0.00	28,286.00	0.0%	
Fund Excess/(Deficit):	6,804.00	0.00			

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410 Sewer Fund 01/01/2018 To: 12/31/2018

Revenues	Amt Budgeted	Revenues	Remaining
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308 Beginning Balances

308 80 00 10 Estimated Beginning Balance	140,000.00	0.00	140,000.00	0.0%
308 Beginning Balances	140,000.00	0.00	140,000.00	0.0%

340 Charges For Services

343 50 00 10 Sewer Services	1,000,000.00	0.00	1,000,000.00	0.0%
343 50 03 10 Excise Tax - Sewer	32,378.00	0.00	32,378.00	0.0%
340 Charges For Services	1,032,378.00	0.00	1,032,378.00	0.0%

350 Fines & Forfeitures

359 90 04 02 Late Charge Penalty - Sewer	15,000.00	0.00	15,000.00	0.0%
350 Fines & Forfeitures	15,000.00	0.00	15,000.00	0.0%

Fund Revenues:	1,187,378.00	0.00	1,187,378.00	0.0%
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Expenditures	Amt Budgeted	Expenditures	Remaining
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535 Sewer

535 10 10 10 Sewer Admin Salaries & Wages	49,032.00	0.00	49,032.00	0.0%
535 10 20 10 Personnel Benefits	14,710.00	0.00	14,710.00	0.0%
535 10 31 00 Office & Operating Supplies	650.00	0.00	650.00	0.0%
535 10 40 00 Other Services And Charges	1,300.00	0.00	1,300.00	0.0%
535 10 53 00 External Taxes/Op. Assessmts	34,000.00	0.00	34,000.00	0.0%
535 23 41 00 Audit Costs	1,000.00	0.00	1,000.00	0.0%
535 50 10 00 Collection System - Salaries	11,302.00	0.00	11,302.00	0.0%
535 50 20 00 Collection System - Benefits	3,391.00	0.00	3,391.00	0.0%
535 50 31 10 Collection System Supplies	1,500.00	0.00	1,500.00	0.0%
535 50 32 00 Collection System - Fuel	700.00	0.00	700.00	0.0%
535 50 35 00 Small Tools/ Minor Equip	500.00	0.00	500.00	0.0%
535 50 40 00 Collection System - Prof Serv	1,500.00	0.00	1,500.00	0.0%
535 50 42 00 Collection System - Commun	150.00	0.00	150.00	0.0%
535 50 45 00 Collection System Rep/Maint	25,000.00	0.00	25,000.00	0.0%
535 80 10 10 Salaries & Wages	50,717.00	0.00	50,717.00	0.0%
535 80 20 01 Personnal Safety Equip/clothes	500.00	0.00	500.00	0.0%
535 80 20 10 Personnel Benefits	15,215.00	0.00	15,215.00	0.0%
535 80 30 10 Supplies	5,500.00	0.00	5,500.00	0.0%
535 80 31 10 Operating Supplies (Chemicals)	3,500.00	0.00	3,500.00	0.0%
535 80 32 00 Fuel (generators)	1,000.00	0.00	1,000.00	0.0%
535 80 32 01 Sewer Utilities - Fuel Consumed	700.00	0.00	700.00	0.0%
535 80 35 01 Small Tools And Minor Equipment	500.00	0.00	500.00	0.0%
535 80 40 00 WWTP Professional Services	80,000.00	0.00	80,000.00	0.0%
535 80 41 01 Prof Services (Engineering)	1,000.00	0.00	1,000.00	0.0%
535 80 41 02 Crane Services For Lifting	4,500.00	0.00	4,500.00	0.0%
535 80 41 10 Laboratory Services	16,000.00	0.00	16,000.00	0.0%
535 80 42 00 Communications - Telephone (Land Line)	1,944.00	0.00	1,944.00	0.0%
535 80 42 01 Communications - Internet Connectivity	1,824.00	0.00	1,824.00	0.0%
535 80 42 03 Communications - IT Service Provider	588.00	0.00	588.00	0.0%
535 80 42 05 Communications - PRA Compliance Software	180.00	0.00	180.00	0.0%
535 80 42 06 Communications - City Web Site	101.00	0.00	101.00	0.0%

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410 Sewer Fund		01/01/2018 To: 12/31/2018			
Expenditures	Amt Budgeted	Expenditures	Remaining		
535 Sewer					
535 80 42 07 Communications - Web Bill Pay Service Provider	90.00	0.00	90.00	0.0%	
535 80 42 08 Communications - Postage	1,200.00	0.00	1,200.00	0.0%	
535 80 42 09 Communications - Telephone (Cellular)	1,820.00	0.00	1,820.00	0.0%	
535 80 42 10 Communications - Office Productivity Software	135.00	0.00	135.00	0.0%	
535 80 43 00 Education & Training	1,000.00	0.00	1,000.00	0.0%	
535 80 46 00 Insurance	31,303.00	0.00	31,303.00	0.0%	
535 80 47 10 Utilities	36,000.00	0.00	36,000.00	0.0%	
535 80 48 01 Sewer Equipment & Maintenance	10,000.00	0.00	10,000.00	0.0%	
535 80 48 02 Computer Rep/Maint	2,500.00	0.00	2,500.00	0.0%	
535 80 48 10 WWTP Repairs & Maintenance	15,000.00	0.00	15,000.00	0.0%	
535 80 49 00 Dues/Memberships/Misc	150.00	0.00	150.00	0.0%	
535 80 49 02 Permits/Licenses/Fees	3,098.00	0.00	3,098.00	0.0%	
535 80 49 03 Manuals/Software/support	1,800.00	0.00	1,800.00	0.0%	
535 Sewer	432,600.00	0.00	432,600.00	0.0%	
591 Debt Service					
591 35 71 00 PWB PRE 119 Principal Payment	53,882.00	0.00	53,882.00	0.0%	
591 35 72 00 PWB 044 Principal Payment	387,226.00	0.00	387,226.00	0.0%	
592 35 80 00 PWB 044 Interest Payment	22,750.00	0.00	22,750.00	0.0%	
592 35 82 00 PWB PRE 119 Interest Payment	2,902.00	0.00	2,902.00	0.0%	
591 Debt Service	466,760.00	0.00	466,760.00	0.0%	
594 Capital Expenditures					
594 60 45 00 Collection System Capital Expenses	8,000.00	0.00	8,000.00	0.0%	
594 Capital Expenditures	8,000.00	0.00	8,000.00	0.0%	
597 Interfund Transfers					
597 00 00 10 Transfer To 403 For USDA Interest Payment	68,070.00	0.00	68,070.00	0.0%	
597 00 00 11 Tranfer To 403 For Short-Lived Asset Reserve	10,008.00	0.00	10,008.00	0.0%	
597 11 00 01 Transfer To 403 For USDA Principal Payment	36,955.00	0.00	36,955.00	0.0%	
597 Interfund Transfers	115,033.00	0.00	115,033.00	0.0%	
999 Ending Balance					
508 80 00 10 Ending Balance	0.00	0.00	0.00	0.0%	
999 Ending Balance	0.00	0.00	0.00	0.0%	
Fund Expenditures:	1,022,393.00	0.00	1,022,393.00	0.0%	

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410 Sewer Fund

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Fund Excess/(Deficit):	164,985.00	0.00
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421 Sewer Capital Improvement Fund		01/01/2018 To: 12/31/2018			
Revenues	Amt Budgeted	Revenues	Remaining		
308 Beginning Balances					
308 04 21 00 Beginning Balance	558,000.00	0.00	558,000.00	0.0%	
308 Beginning Balances	558,000.00	0.00	558,000.00	0.0%	
340 Charges For Services					
343 50 00 00 Facility Charges-New Connection	15,000.00	0.00	15,000.00	0.0%	
343 50 00 01 Sewer Capital Improvement Fee	15,000.00	0.00	15,000.00	0.0%	
343 50 04 21 Facility Charge-Loan Repayment	27,500.00	0.00	27,500.00	0.0%	
340 Charges For Services	57,500.00	0.00	57,500.00	0.0%	
360 Misc Revenues					
361 11 42 01 Investment Interest-	3,777.00	0.00	3,777.00	0.0%	
360 Misc Revenues	3,777.00	0.00	3,777.00	0.0%	
Fund Revenues:	619,277.00	0.00	619,277.00	0.0%	
Expenditures	Amt Budgeted	Expenditures	Remaining		
594 Capital Expenditures					
594 35 62 00 PW Shop Extension	11,667.00	0.00	11,667.00	0.0%	
594 35 64 00 New Mower	10,000.00	0.00	10,000.00	0.0%	
594 Capital Expenditures	21,667.00	0.00	21,667.00	0.0%	
999 Ending Balance					
508 04 21 00 Ending Balance	0.00	0.00	0.00	0.0%	
999 Ending Balance	0.00	0.00	0.00	0.0%	
Fund Expenditures:	21,667.00	0.00	21,667.00	0.0%	
Fund Excess/(Deficit):	597,610.00	0.00			

2018 BUDGET POSITION

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422 Sewer Reserve Fund		01/01/2018 To: 12/31/2018			
Revenues	Amt Budgeted	Revenues	Remaining		
308 Beginning Balances					
308 84 03 00 Beginning Balance	50,000.00	0.00	50,000.00	0.0%	
308 Beginning Balances	50,000.00	0.00	50,000.00	0.0%	
360 Misc Revenues					
361 11 04 03 Investment Interest	116.00	0.00	116.00	0.0%	
360 Misc Revenues	116.00	0.00	116.00	0.0%	
397 Interfund Transfers					
397 00 00 10 Transfer In For USDA Interest Payment	68,070.00	0.00	68,070.00	0.0%	
397 00 00 11 Interfund Trans Short Lived Asset Reserve	10,008.00	0.00	10,008.00	0.0%	
397 11 00 01 Transfer From 410 USDA Principal Pay	35,236.00	0.00	35,236.00	0.0%	
397 Interfund Transfers	113,314.00	0.00	113,314.00	0.0%	
Fund Revenues:	163,430.00	0.00	163,430.00	0.0%	
Expenditures	Amt Budgeted	Expenditures	Remaining		
591 Debt Service					
591 34 77 00 USDA Principal Payment	36,955.00	0.00	36,955.00	0.0%	
592 34 83 00 USDA Interest Payment	68,070.00	0.00	68,070.00	0.0%	
591 Debt Service	105,025.00	0.00	105,025.00	0.0%	
999 Ending Balance					
508 04 03 00 Ending Balance	0.00	0.00	0.00	0.0%	
999 Ending Balance	0.00	0.00	0.00	0.0%	
Fund Expenditures:	105,025.00	0.00	105,025.00	0.0%	
Fund Excess/(Deficit):	58,405.00	0.00			

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631 Municipal Court Trust Fund #631

01/01/2018 To: 12/31/2018

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances				
308 00 06 00 Beginning Balance	5,000.00	0.00	5,000.00	0.0%
308 Beginning Balances	5,000.00	0.00	5,000.00	0.0%
380 Non Revenues				
386 00 00 00 Receipts From Court	42,238.00	0.00	42,238.00	0.0%
380 Non Revenues	42,238.00	0.00	42,238.00	0.0%
Fund Revenues:	47,238.00	0.00	47,238.00	0.0%
Expenditures	Amt Budgeted	Expenditures	Remaining	
580 Non Expenditures				
586 00 00 03 Expenditures For TMC	42,238.00	0.00	42,238.00	0.0%
580 Non Expenditures	42,238.00	0.00	42,238.00	0.0%
999 Ending Balance				
508 06 31 00 Ending Balance	0.00	0.00	0.00	0.0%
999 Ending Balance	0.00	0.00	0.00	0.0%
Fund Expenditures:	42,238.00	0.00	42,238.00	0.0%
Fund Excess/(Deficit):	5,000.00	0.00		

2018 BUDGET POSITION TOTALS

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Fund	Revenue Budgeted	Received		Expense Budgeted	Spent	
001 General Government Fund #001	1,176,104.00	0.00	0.0%	1,060,283.00	0.00	0.0%
002 Quarry Pool Fund #002	39,001.00	0.00	0.0%	37,705.00	0.00	0.0%
101 City Street Fund #101	130,345.00	0.00	0.0%	122,683.00	0.00	0.0%
109 Contingency Fund #109	119,500.00	0.00	0.0%	0.00	0.00	0.0%
310 Municipal Capital Imp Fund 310	417,251.00	0.00	0.0%	269,608.00	0.00	0.0%
401 Water Fund	1,212,756.00	0.00	0.0%	227,271.00	0.00	0.0%
402 Water Capital Imp Fund	698,254.00	0.00	0.0%	160,576.00	0.00	0.0%
403 Stormwater Fund	35,090.00	0.00	0.0%	28,286.00	0.00	0.0%
410 Sewer Fund	1,187,378.00	0.00	0.0%	1,022,393.00	0.00	0.0%
421 Sewer Capital Improvement Fund	619,277.00	0.00	0.0%	21,667.00	0.00	0.0%
422 Sewer Reserve Fund	163,430.00	0.00	0.0%	105,025.00	0.00	0.0%
631 Municipal Court Trust Fund #631	47,238.00	0.00	0.0%	42,238.00	0.00	0.0%
	<u>5,845,624.00</u>	<u>0.00</u>	<u>0.0%</u>	<u>3,097,735.00</u>	<u>0.00</u>	<u>0.0%</u>

2018 SALARY SCHEDULE

Position	FTE	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Police Chief	1.00	\$4,214.00	\$4,425.00	\$4,646.00	\$4,878.00	\$5,122.00	\$5,250.00
Police Officer *	3.00	\$3,247.00	\$3,491.00	\$3,753.00	\$4,033.00	\$4,235.00	\$4,342.00
Police Clerk	1.00	\$15.95	\$17.15	\$18.43	\$19.82	\$21.35	\$21.88
Public Works Director	1.00	\$4,214.00	\$4,425.00	\$4,646.00	\$4,878.00	\$5,122.00	\$5,250.00
Maintenance Worker **	3.00	\$17.08	\$18.36	\$19.74	\$21.22	\$22.81	\$23.38
Maintenance Helper	1.00	\$11.00	\$11.55	\$12.13	\$12.74	\$13.06	\$13.39
Seasonal - Supervisory Lifeguard	***	\$15.00	\$15.55	\$16.13	\$16.74	\$17.06	\$17.39
Seasonal-Pool attend/Lifeguards	***	\$11.00	\$11.55	\$12.13	\$12.74	\$13.06	\$13.39
Clerk/Treasurer	1.00	\$4,214.00	\$4,425.00	\$4,646.00	\$4,878.00	\$5,122.00	\$5,250.00
Admin/Utility Clerk	1.00	\$15.55	\$16.59	\$17.84	\$19.18	\$20.61	\$21.13
Court/Admin Clerk	1.00	\$15.55	\$16.59	\$17.84	\$19.18	\$20.61	\$21.13
Building Official	0.25						
Total FTE	13.3						
* Duty Differential of \$75.00/month for extra Police Officer Duties - Field Training Officer, Detective, Corporal							
** Duty Differential of \$50.00/month for Animal Control Duties							

Mayor Elected \$600.00 per month

Council members Elected \$25.00 per month plus \$25/meeting (max 4 meetings/month)

*** Required for pool operation: Supervisory Lifeguard, 4-6 Lifeguards (one of whom acts as gatekeeper.) Typical hours are 12:00 - 6:00 p.m.

City of Tenino Organization Chart 2018

