



# CITY OF TENINO

## 2019 Budget

### Abstract

The 2019 Budget continues to reflect the City's emphasis on Capital Improvement and Economic Development and increases our efforts to attract and retain quality employees. It remains a balanced budget that reflects the wishes and goals of our citizens, Council, Mayor, and City staff.

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# **CITY OF TENINO**

## **2019 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, 2019 through December 31, 2019. 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 2019 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.CityOfTenino.us](http://www.CityOfTenino.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.

## **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.

## **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 Public Hearing on Capital Improvements occurred during a Regular Meeting of the Tenino City Council on July 24, 2018. The second Public Hearing occurred during a Regular Meeting of the Tenino City Council on August 14, 2018.*

*The Department Heads returned their Budget Estimates to the Clerk on September 17, 2018, and the Clerk provided revenue estimates to the Mayor on September 24, 2018. The Mayor presented the Executive Budget to the City Council at a Regular meeting thereof on September 25, 2018.*

*The first Public Hearing on the issue of Ad Valorem Taxes was held at a Regular Meeting of the City Council on October 23, 2018. The second Public Hearing occurred at a Regular City Council meeting on November 13, 2018. Resolution 2018-10, fixing the Ad Valorem Tax Levy for 2019 was adopted on November 13, 2018.*

*The first Public Hearing on the Proposed 2019 Budget was held at a Regular Meeting of the Tenino City Council on November 13, 2018. The second Public Hearing occurred at a Regular City Council meeting on November 27, 2018.*

*The first reading of Ordinance 894, the City of Tenino 2019 Budget, occurred on November 28, 2017. After a second reading on December 11, 2018, Ordinance 894 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.

## **2019 Elected Officials and Terms of Office**

<b>Name</b>	<b>Position</b>	<b>Term</b>
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
Vacant	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 119 businesses in 2018, 115 in 2017, and , 111 in 2016, and 90 in 2015. 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.

In the spring of 2019, the City will be a full partner in the Washington State Department of Revenue's Business License Service. Beginning with the December 2019 renewal cycle, the State Department of Revenue will issue a Tenino Endorsement to the State Business License and will remit all fees for the endorsements to the City.

### **Franchises**

The City of Tenino currently has four telecommunication franchises; AT&T, Comcast, US Sprint, and Verizon for right-of-way and cell tower land lease.

## **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 2019 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. The Police Department provides a School Resource Officer to the Tenino School District under the terms of an Interlocal Agreement put into place in September of 2017.

### **Fire Services**

Effective January 1, 2018, the City has been annexed into South Thurston Fire and EMS. At the time of publication of this budget, no agreement for Fire Protection Services has been reached between the City and the Fire District.

### **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 Lacey-based firm of SCJ Alliance for its planning needs. The contract includes the presence of a professional Community Planner at Tenino City Hall on a regular basis. The City is also a member of the Thurston Regional Planning Council.

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 funds that will allow the Department of Public Works to manage 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.

USDA requires a monthly transfer of funds from the Sewer Fund sufficient to cover the cost of all principal and interest payments for each year and to maintain a minimum balance in this fund of \$100,000.00.



## **Fund 601 – SW Washington Agriculture & Innovation Park Trust Fund**

This fund was established by the City Council in order to allow the City to administer funding for the initial planning effort in support of the proposed Southwest Washington Agriculture and Innovation Park.

Ordinance 888 established the fund, which is a fiduciary type fund, that is used to account for assets held by the City as an agent for the Port of Olympia.

It is envisioned that this fund will not be required beyond 2019.

## **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	
<b>308 Beginning Balances</b>					
308 00 00 01	Beginning Balance	59,235.00	0.00	59,235.00	0.0%
308 Beginning Balances		59,235.00	0.00	59,235.00	0.0%
<b>310 Taxes</b>					
311 10 00 00	Real & Personal Property Taxes	249,945.00	0.00	249,945.00	0.0%
313 11 00 00	Sales & Use	235,000.00	0.00	235,000.00	0.0%
313 71 00 00	Local Criminal Justice	28,938.00	0.00	28,938.00	0.0%
316 10 00 00	Business And Occupation Taxes	55,000.00	0.00	55,000.00	0.0%
316 41 00 00	Business Utility Tax-electri	95,445.00	0.00	95,445.00	0.0%
316 42 00 00	Utility Tax - Water	13,573.00	0.00	13,573.00	0.0%
316 44 00 00	Utility Tax-Sewer	59,647.00	0.00	59,647.00	0.0%
316 45 00 00	Business Utility Tax-garbage	15,502.00	0.00	15,502.00	0.0%
316 46 00 00	Business Utility Tax-tv/cabl	40,937.00	0.00	40,937.00	0.0%
316 47 00 00	Business Utility Tax-telepho	39,609.00	0.00	39,609.00	0.0%
316 81 00 00	Gambling Taxes	5,298.00	0.00	5,298.00	0.0%
317 40 00 00	Timber Excise Tax (4X)	188.00	0.00	188.00	0.0%
310 Taxes		839,082.00	0.00	839,082.00	0.0%
<b>320 Licenses &amp; Permits</b>					
321 91 01 00	Right Of Way Fee	9,137.00	0.00	9,137.00	0.0%
321 99 00 00	Business Licenses - New	1,800.00	0.00	1,800.00	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	23,593.00	0.00	23,593.00	0.0%
322 30 00 00	Animal License	517.00	0.00	517.00	0.0%
322 40 00 01	Parades / Special Events	1,168.00	0.00	1,168.00	0.0%
320 Licenses & Permits		40,715.00	0.00	40,715.00	0.0%
<b>330 Intergovernmental Revenues</b>					
336 00 98 00	City Assistance	28,869.00	0.00	28,869.00	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	1,946.00	0.00	1,946.00	0.0%
336 06 41 00	Marijuana Enforcement	0.00	0.00	0.00	0.0%
336 06 42 00	Marijuana Excise Tax	6,442.00	0.00	6,442.00	0.0%
336 06 51 00	DUI Cities	320.00	0.00	320.00	0.0%
336 06 94 00	Liquor Excise Tax	9,175.00	0.00	9,175.00	0.0%
336 06 95 00	Liquor Control Board Profits	14,566.00	0.00	14,566.00	0.0%
337 00 00 10	RMSA Lexipol Cost Share	3,800.00	0.00	3,800.00	0.0%
337 00 00 11	AWC Loss Control Grant	5,000.00	0.00	5,000.00	0.0%
330 Intergovernmental Revenues		71,118.00	0.00	71,118.00	0.0%
<b>340 Charges For Services</b>					
341 33 00 00	Compliance Fee	126.00	0.00	126.00	0.0%
341 33 02 00	Warrant Cost	956.00	0.00	956.00	0.0%
341 33 03 00	Court Admin Cost	409.00	0.00	409.00	0.0%
341 35 01 00	Police Reports	109.00	0.00	109.00	0.0%
341 49 00 01	Court Conv Fee	338.00	0.00	338.00	0.0%
341 81 00 00	Photocopies	46.00	0.00	46.00	0.0%

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Revenues		Amt Budgeted	Revenues	Remaining	
<b>340 Charges For Services</b>					
341 95 00 00	Legal Services	252.00	0.00	252.00	0.0%
341 95 00 01	Notary Fee	50.00	0.00	50.00	0.0%
342 10 00 02	TSD School Resource Officer Contract	18,000.00	0.00	18,000.00	0.0%
342 33 06 00	Traffic Safety School	3,598.00	0.00	3,598.00	0.0%
342 36 00 00	Housing And Monitoring Of Prisoners	83.00	0.00	83.00	0.0%
342 37 00 00	Booking Fees	175.00	0.00	175.00	0.0%
345 29 00 00	Sales Of Electricity Solar Incentive	2,340.00	0.00	2,340.00	0.0%
345 81 00 00	Zoning & Subdivision Fees	3,003.00	0.00	3,003.00	0.0%
345 83 00 00	Plan Check Fees	10,020.00	0.00	10,020.00	0.0%
347 30 01 00	Ball Field Fees	323.00	0.00	323.00	0.0%
<b>340 Charges For Services</b>		<b>39,828.00</b>	<b>0.00</b>	<b>39,828.00</b>	<b>0.0%</b>
<b>350 Fines, Penalties, &amp; Forfeitures</b>					
352 30 00 00	Mandatory Insurance Cost	250.00	0.00	250.00	0.0%
353 10 00 00	Traffic Infractions	12,000.00	0.00	12,000.00	0.0%
354 00 00 00	Parking Infractions	3.00	0.00	3.00	0.0%
355 20 00 00	DUI Patrol Remittance	2,185.00	0.00	2,185.00	0.0%
355 80 00 00	Criminal Traffic	6,452.00	0.00	6,452.00	0.0%
356 90 00 00	Criminal Non-traffic	1,564.00	0.00	1,564.00	0.0%
357 33 00 00	Public Defense Cost	4,487.00	0.00	4,487.00	0.0%
357 37 00 00	Court Cost Recoup	299.00	0.00	299.00	0.0%
359 00 00 02	B&O Penalties	1,989.00	0.00	1,989.00	0.0%
359 00 00 03	Gambling Tax Penalty	22.00	0.00	22.00	0.0%
<b>350 Fines, Penalties, &amp; Forfeitures</b>		<b>29,251.00</b>	<b>0.00</b>	<b>29,251.00</b>	<b>0.0%</b>
<b>360 Misc Revenues</b>					
361 11 45 20	Investment Interest	908.00	0.00	908.00	0.0%
361 40 00 00	Sales Interest	179.00	0.00	179.00	0.0%
361 40 01 00	D/M Interest Income	725.00	0.00	725.00	0.0%
362 40 01 00	Camping Fees	1,963.00	0.00	1,963.00	0.0%
362 40 02 00	Quarry House Rent	11,375.00	0.00	11,375.00	0.0%
362 40 03 00	Park & Picnic Shelter Rental	36.00	0.00	36.00	0.0%
362 40 04 00	Concession Stand Rental	214.00	0.00	214.00	0.0%
362 40 05 00	Food Warehouse Rental	5,000.00	0.00	5,000.00	0.0%
369 10 00 01	Surplus Property Sale	1,925.00	0.00	1,925.00	0.0%
369 10 00 02	Sale Of Scrap And Junk	2,500.00	0.00	2,500.00	0.0%
369 30 00 00	Confiscated And Forfeited Property	968.00	0.00	968.00	0.0%
369 40 12 00	Restitution	1,033.00	0.00	1,033.00	0.0%
369 80 00 00	Other Miscellaneous Revenue	445.00	0.00	445.00	0.0%
369 91 01 00	Court Overpayment	36.00	0.00	36.00	0.0%
<b>360 Misc Revenues</b>		<b>27,307.00</b>	<b>0.00</b>	<b>27,307.00</b>	<b>0.0%</b>
<b>380 Non Revenues</b>					
336 06 51 10	Crime Victims Compensation	466.00	0.00	466.00	0.0%
389 10 00 01	Deposit / Facility Rental	3,216.00	0.00	3,216.00	0.0%
389 10 00 02	Deposit / Land Use	2,000.00	0.00	2,000.00	0.0%
389 10 00 03	Deposit / Special Events	416.00	0.00	416.00	0.0%
389 10 00 04	Hydrant Meter Deposit	237.00	0.00	237.00	0.0%



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Revenues		Amt Budgeted	Revenues	Remaining	
<b>380 Non Revenues</b>					
389 30 00 02	Building Code Fees	617.00	0.00	617.00	0.0%
389 30 00 04	EMS/Trauma	1,630.00	0.00	1,630.00	0.0%
389 30 00 05	Auto Theft	1,584.00	0.00	1,584.00	0.0%
389 30 00 06	Trama Brain Injury	315.00	0.00	315.00	0.0%
389 30 00 07	PSEA 3	278.00	0.00	278.00	0.0%
389 30 00 08	WSP Highway Account	315.00	0.00	315.00	0.0%
389 30 00 09	Highway Safety	99.00	0.00	99.00	0.0%
389 30 00 10	Death Investigation	67.00	0.00	67.00	0.0%
389 30 00 11	Public Safety/education PSEA 1	13,750.00	0.00	13,750.00	0.0%
389 30 00 12	PSEA 2	7,000.00	0.00	7,000.00	0.0%
389 30 00 13	JIS	6,000.00	0.00	6,000.00	0.0%
389 30 00 14	School Zone Safety	936.00	0.00	936.00	0.0%
389 30 00 15	Distracted Driving Prevention Account	0.00	0.00	0.00	0.0%
389 30 00 16	CC Convenience Fee	450.00	0.00	450.00	0.0%
<b>380 Non Revenues</b>		<b>39,376.00</b>	<b>0.00</b>	<b>39,376.00</b>	<b>0.0%</b>

<b>Fund Revenues:</b>	<b>1,145,912.00</b>	<b>0.00</b>	<b>1,145,912.00</b>	<b>0.0%</b>
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Expenditures		Amt Budgeted	Expenditures	Remaining	
<b>511 Legislative</b>					
511 20 45 00	Professional Services - Leader Wkshp	2,500.00	0.00	2,500.00	0.0%
511 30 45 01	Code Book Publications	5,000.00	0.00	5,000.00	0.0%
511 60 10 00	Council Stipend	12,000.00	0.00	12,000.00	0.0%
511 60 20 00	Council Benefits - Taxes	1,800.00	0.00	1,800.00	0.0%
511 60 21 00	Council Benefits - Health Care	1,440.00	0.00	1,440.00	0.0%
511 60 22 00	Council Benefits - Retirement	360.00	0.00	360.00	0.0%
511 60 31 00	Janitorial Supplies	500.00	0.00	500.00	0.0%
511 60 42 03	IT Services	1,980.00	0.00	1,980.00	0.0%
511 60 42 04	E-Governance System	1,079.00	0.00	1,079.00	0.0%
511 60 42 05	PRA Compliance Software	249.00	0.00	249.00	0.0%
511 60 42 06	City Web Site	138.00	0.00	138.00	0.0%
511 60 42 08	Postage	13.00	0.00	13.00	0.0%
511 60 42 10	Office Productivity Software	1,008.00	0.00	1,008.00	0.0%
511 60 47 00	Advertising & Publications	593.00	0.00	593.00	0.0%
511 60 48 01	Education/Training	2,000.00	0.00	2,000.00	0.0%
511 60 48 02	Meals/Lodging/Travel	2,000.00	0.00	2,000.00	0.0%
511 61 10 00	Salaries & Wages	19,200.00	0.00	19,200.00	0.0%
511 61 20 00	Benefits - Taxes	4,800.00	0.00	4,800.00	0.0%
511 61 21 00	Benefits - Health Care	3,840.00	0.00	3,840.00	0.0%
511 61 22 00	Benefits - Retirement	960.00	0.00	960.00	0.0%
<b>511 Legislative</b>		<b>61,460.00</b>	<b>0.00</b>	<b>61,460.00</b>	<b>0.0%</b>

## 512 Judicial

512 50 10 00	Salaries & Wages	23,438.00	0.00	23,438.00	0.0%
512 50 20 00	Benefits - Taxes	3,516.00	0.00	3,516.00	0.0%
512 50 21 00	Benefits - Health Care	2,813.00	0.00	2,813.00	0.0%
512 50 22 00	Benefits - Retirement	703.00	0.00	703.00	0.0%
512 50 30 00	Office Supplies	300.00	0.00	300.00	0.0%
512 50 33 00	Small Tools & Equipment	100.00	0.00	100.00	0.0%

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Expenditures		Amt Budgeted	Expenditures	Remaining	
512 Judicial					
512 50 42 00	Telephone (Land Line)	1,000.00	0.00	1,000.00	0.0%
512 50 42 01	Internet Access	143.00	0.00	143.00	0.0%
512 50 42 03	IT Service Provider	391.00	0.00	391.00	0.0%
512 50 42 05	PRA Compliance Software	249.00	0.00	249.00	0.0%
512 50 42 06	City Web Site	109.00	0.00	109.00	0.0%
512 50 42 08	Postage	300.00	0.00	300.00	0.0%
512 50 42 10	Office Productivity Software	216.00	0.00	216.00	0.0%
512 50 45 01	Printing	100.00	0.00	100.00	0.0%
512 50 48 01	Education/Training	300.00	0.00	300.00	0.0%
512 50 48 02	Meals/Lodging/Travel	300.00	0.00	300.00	0.0%
512 50 49 00	Dues/membership/misc	150.00	0.00	150.00	0.0%
512 Judicial		34,128.00	0.00	34,128.00	0.0%
513 Executive					
513 10 10 00	Mayor Stipend	12,000.00	0.00	12,000.00	0.0%
513 10 20 00	Mayor Benefits - Taxes	1,800.00	0.00	1,800.00	0.0%
513 10 21 00	Mayor Benefits - Health Care	1,440.00	0.00	1,440.00	0.0%
513 10 22 00	Mayor Benefits - Retirement	360.00	0.00	360.00	0.0%
010 Office of the Chief Executive		15,600.00	0.00	15,600.00	0.0%
513 10 42 03	IT Service Provider	1,564.00	0.00	1,564.00	0.0%
513 10 42 04	E-Governance System	550.00	0.00	550.00	0.0%
513 10 42 05	PRA Compliance Software	249.00	0.00	249.00	0.0%
513 10 42 06	City Web Site	109.00	0.00	109.00	0.0%
513 10 42 08	Postage	50.00	0.00	50.00	0.0%
513 10 42 10	Office Productivity Software	864.00	0.00	864.00	0.0%
513 10 48 01	Education/Training	1,000.00	0.00	1,000.00	0.0%
513 10 48 02	Travel, Meals, And Lodging	1,000.00	0.00	1,000.00	0.0%
513 11 10 00	Salaries & Wages	7,352.00	0.00	7,352.00	0.0%
513 11 20 00	Benefits - Taxes	1,103.00	0.00	1,103.00	0.0%
513 11 21 00	Benefits - Health Care	882.00	0.00	882.00	0.0%
513 11 22 00	Benefits - Retirement	221.00	0.00	221.00	0.0%
030 Shared Executive Resources		14,944.00	0.00	14,944.00	0.0%
513 Executive		30,544.00	0.00	30,544.00	0.0%
514 Finance, Recording, And Elections					
514 20 10 00	Salaries & Wages	37,672.00	0.00	37,672.00	0.0%
514 20 20 00	Benefits - Taxes	5,651.00	0.00	5,651.00	0.0%
514 20 21 00	Benefits - Health Care	4,520.00	0.00	4,520.00	0.0%
514 20 22 00	Benefits - Retirement	1,130.00	0.00	1,130.00	0.0%
514 20 30 00	Office Supplies	600.00	0.00	600.00	0.0%
514 20 31 00	Janitorial Supplies	150.00	0.00	150.00	0.0%
514 20 35 00	Small Tools & Equipment	300.00	0.00	300.00	0.0%
514 20 42 00	Telephone (Land Line)	1,000.00	0.00	1,000.00	0.0%
514 20 42 01	Internet Access	574.00	0.00	574.00	0.0%
514 20 42 03	IT Service Provider	391.00	0.00	391.00	0.0%
514 20 42 05	PRA Compliance Software	249.00	0.00	249.00	0.0%
514 20 42 06	City Web Site	109.00	0.00	109.00	0.0%
514 20 42 07	Web Bill Pay Services	275.00	0.00	275.00	0.0%



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Expenditures		Amt Budgeted	Expenditures	Remaining	
514 Finance, Recording, And Elections					
514 20 42 08	Postage	750.00	0.00	750.00	0.0%
514 20 42 10	Office Productivity Software	216.00	0.00	216.00	0.0%
514 20 45 00	Professional Services	750.00	0.00	750.00	0.0%
514 20 45 01	Equipment Repair/maintenance	200.00	0.00	200.00	0.0%
514 20 45 02	Bank Charges	750.00	0.00	750.00	0.0%
514 20 48 01	Education & Training	750.00	0.00	750.00	0.0%
514 20 48 02	Travel/lodging/meals	1,000.00	0.00	1,000.00	0.0%
514 20 49 00	Dues/memberships/misc.	100.00	0.00	100.00	0.0%
514 23 40 00	Audit Service	2,442.00	0.00	2,442.00	0.0%
514 40 51 00	Election Services	2,500.00	0.00	2,500.00	0.0%
514 Finance, Recording, And Elections		62,079.00	0.00	62,079.00	0.0%
515 Legal					
512 50 41 04	Judge Fees	3,000.00	0.00	3,000.00	0.0%
515 41 41 01	City Attorney	35,000.00	0.00	35,000.00	0.0%
515 41 41 02	Prosecuting Attorney	12,000.00	0.00	12,000.00	0.0%
515 41 41 05	Outside Counsel	1,500.00	0.00	1,500.00	0.0%
515 93 41 03	Public Defender	18,000.00	0.00	18,000.00	0.0%
515 93 41 06	Interpreter Services	500.00	0.00	500.00	0.0%
515 Legal		70,000.00	0.00	70,000.00	0.0%
518 Centralized/General Services					
518 10 41 00	Professional Services	500.00	0.00	500.00	0.0%
518 10 45 02	OASI Benefits DRS	25.00	0.00	25.00	0.0%
518 10 48 01	Education/Training	2,500.00	0.00	2,500.00	0.0%
518 10 48 02	Meals/Lodging/Travel	750.00	0.00	750.00	0.0%
518 20 31 00	Office Supplies	800.00	0.00	800.00	0.0%
518 20 33 00	Small Tools & Equipment	200.00	0.00	200.00	0.0%
010 Personnel Services		4,775.00	0.00	4,775.00	0.0%
518 20 10 00	Salaries & Wages	13,390.00	0.00	13,390.00	0.0%
518 20 20 00	Benefits - Taxes	2,009.00	0.00	2,009.00	0.0%
518 20 21 00	Benefits - Health Care	1,607.00	0.00	1,607.00	0.0%
518 20 22 00	Benefits - Retirement	402.00	0.00	402.00	0.0%
518 20 45 06	Utilities	5,300.00	0.00	5,300.00	0.0%
518 30 23 00	Safety Clothing	500.00	0.00	500.00	0.0%
518 30 31 01	Janitorial Supplies	250.00	0.00	250.00	0.0%
518 30 35 06	Fuel, F-150	100.00	0.00	100.00	0.0%
518 30 45 05	Maintenance - Facilities	2,000.00	0.00	2,000.00	0.0%
030 Maintenance/Janitorial Services		25,558.00	0.00	25,558.00	0.0%
518 20 42 11	Copier	6,500.00	0.00	6,500.00	0.0%
070 Printing Services		6,500.00	0.00	6,500.00	0.0%
518 20 42 03	IT Service Provider	391.00	0.00	391.00	0.0%
518 20 42 06	City Web Site	109.00	0.00	109.00	0.0%
518 20 42 10	Office Productivity Software	216.00	0.00	216.00	0.0%
518 30 45 03	Maintenance - Office Equipment	50.00	0.00	50.00	0.0%
518 30 45 04	Maintenance - Electronics	750.00	0.00	750.00	0.0%

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Expenditures		Amt Budgeted	Expenditures	Remaining	
<b>518 Centralized/General Services</b>					
080 Information Technology		1,516.00	0.00	1,516.00	0.0%
518 10 49 00	Dues/misc. AWC Services	966.00	0.00	966.00	0.0%
518 30 32 00	Bldg Hdw/Materials	50.00	0.00	50.00	0.0%
518 50 53 00	Surplus Sales External Taxes	30.00	0.00	30.00	0.0%
518 70 46 00	Insurance	9,748.00	0.00	9,748.00	0.0%
090 Other Centralized Services		10,794.00	0.00	10,794.00	0.0%
<b>518 Centralized/General Services</b>		<b>49,143.00</b>	<b>0.00</b>	<b>49,143.00</b>	<b>0.0%</b>
<b>521 Law Enforcement</b>					
521 10 48 03	Prof Svc (Public Safety Testing)	500.00	0.00	500.00	0.0%
000		500.00	0.00	500.00	0.0%
521 10 10 00	Salaries & Wages	42,462.00	0.00	42,462.00	0.0%
521 10 10 02	Overtime	1,000.00	0.00	1,000.00	0.0%
521 10 20 00	Benefits - Taxes	6,369.00	0.00	6,369.00	0.0%
521 10 20 02	OT Benefits - Taxes	150.00	0.00	150.00	0.0%
521 10 21 00	Benefits - Health Care	5,095.00	0.00	5,095.00	0.0%
521 10 21 02	OT Benefits - Health Care	120.00	0.00	120.00	0.0%
521 10 22 00	Benefits - Retirement	1,274.00	0.00	1,274.00	0.0%
521 10 22 02	OT Benefits - Retirement	30.00	0.00	30.00	0.0%
521 10 24 02	Retiree Medical/deductible	14,500.00	0.00	14,500.00	0.0%
521 10 31 00	Supplies	2,000.00	0.00	2,000.00	0.0%
521 10 33 00	Small Equipment	3,000.00	0.00	3,000.00	0.0%
521 10 36 00	Computer Hardware/software	5,000.00	0.00	5,000.00	0.0%
521 10 40 00	Audit Services	2,200.00	0.00	2,200.00	0.0%
521 10 42 00	Telephone (Land Line)	4,500.00	0.00	4,500.00	0.0%
521 10 42 01	Internet Access	1,500.00	0.00	1,500.00	0.0%
521 10 42 03	IT Service Provider	391.00	0.00	391.00	0.0%
521 10 42 05	PRA Compliance Software	249.00	0.00	249.00	0.0%
521 10 42 06	City Web Site	109.00	0.00	109.00	0.0%
521 10 42 08	Postage	450.00	0.00	450.00	0.0%
521 10 42 10	Office Productivity Software	216.00	0.00	216.00	0.0%
521 10 45 01	Investigations	500.00	0.00	500.00	0.0%
521 10 45 04	Repair/maintenance	300.00	0.00	300.00	0.0%
521 10 46 00	Insurance	14,489.00	0.00	14,489.00	0.0%
521 10 47 00	Publications	300.00	0.00	300.00	0.0%
521 10 48 01	Education/Training	500.00	0.00	500.00	0.0%
521 10 48 02	Meals/Lodging/Travel	1,000.00	0.00	1,000.00	0.0%
521 10 49 00	Dues/memberships/misc.	500.00	0.00	500.00	0.0%
<b>010 Admin</b>		<b>108,204.00</b>	<b>0.00</b>	<b>108,204.00</b>	<b>0.0%</b>
521 20 10 02	Overtime	4,500.00	0.00	4,500.00	0.0%
521 20 20 02	OT Benefits - Taxes	675.00	0.00	675.00	0.0%
521 20 21 02	OT Benefits - Health Care	540.00	0.00	540.00	0.0%
521 20 22 02	OT Benefits - Retirement	135.00	0.00	135.00	0.0%
521 20 35 20	Fuel, K8 7418	2,500.00	0.00	2,500.00	0.0%
521 20 35 21	Fuel, K8 7419	2,500.00	0.00	2,500.00	0.0%
521 20 35 22	Fuel, K8 7420	2,500.00	0.00	2,500.00	0.0%
521 20 35 23	Fuel, Tahoe 3013	2,500.00	0.00	2,500.00	0.0%



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Expenditures		Amt Budgeted	Expenditures	Remaining	
521 Law Enforcement					
521 20 35 24	Fuel, Crown Vic 9052	2,500.00	0.00	2,500.00	0.0%
521 20 35 25	Fuel, Crown Vic 9061	2,500.00	0.00	2,500.00	0.0%
521 20 42 03	IT Service Provider	2,772.00	0.00	2,772.00	0.0%
521 20 42 09	Telephone (Cellular)	3,900.00	0.00	3,900.00	0.0%
521 20 42 10	Office Productivity Software	1,296.00	0.00	1,296.00	0.0%
521 20 48 02	Lexipol	7,600.00	0.00	7,600.00	0.0%
521 21 10 00	Salaries & Wages	213,198.00	0.00	213,198.00	0.0%
521 21 10 02	Standby	10,000.00	0.00	10,000.00	0.0%
521 21 20 00	Benefits - Taxes	31,980.00	0.00	31,980.00	0.0%
521 21 21 00	Benefits - Health Care	25,584.00	0.00	25,584.00	0.0%
521 21 22 00	Benefits - Retirement	6,396.00	0.00	6,396.00	0.0%
521 21 23 00	Benefits - Uniforms	5,000.00	0.00	5,000.00	0.0%
521 22 31 00	Supplies	1,500.00	0.00	1,500.00	0.0%
521 22 33 00	Small Equipment	2,500.00	0.00	2,500.00	0.0%
521 22 45 05	LE Equipment Repairs & Maintenance	500.00	0.00	500.00	0.0%
521 22 45 11	Maintenance, K8 7418	500.00	0.00	500.00	0.0%
521 22 45 12	Maintenance, K8 7419	500.00	0.00	500.00	0.0%
521 22 45 13	Maintenance, K8 7420	500.00	0.00	500.00	0.0%
521 22 45 14	Maintenance, Tahoe	1,000.00	0.00	1,000.00	0.0%
521 22 45 15	Maintenance, Crown Vic 9052	1,250.00	0.00	1,250.00	0.0%
521 22 45 16	Maintenance, Crown Vic 9061	1,250.00	0.00	1,250.00	0.0%
521 22 48 01	Education/training	3,000.00	0.00	3,000.00	0.0%
521 22 48 02	Meals/Lodging/Travel	4,000.00	0.00	4,000.00	0.0%
528 20 42 11	Cad Communications	1,000.00	0.00	1,000.00	0.0%
528 20 42 12	RMS System	5,500.00	0.00	5,500.00	0.0%
020 Operations		351,576.00	0.00	351,576.00	0.0%
521 30 49 01	Crime Prevention Education	2,500.00	0.00	2,500.00	0.0%
030 Crime Prevention		2,500.00	0.00	2,500.00	0.0%
521 50 42 02	Alarm Services	600.00	0.00	600.00	0.0%
521 50 45 00	Custodial Services	1,000.00	0.00	1,000.00	0.0%
521 50 45 04	Repair & Maintenance	500.00	0.00	500.00	0.0%
521 50 45 06	Utilities	5,500.00	0.00	5,500.00	0.0%
050 Facilities		7,600.00	0.00	7,600.00	0.0%
521 70 49 00	Traffic Safety School	250.00	0.00	250.00	0.0%
070 Traffic		250.00	0.00	250.00	0.0%
521 Law Enforcement		470,630.00	0.00	470,630.00	0.0%
522 Fire And Emergency Medical Activities					
522 20 50 00	Contracted Services - STFEMS	4,500.00	0.00	4,500.00	0.0%
522 60 49 00	Emergency Management Council Dues	305.00	0.00	305.00	0.0%
522 Fire And Emergency Medical Activities		4,805.00	0.00	4,805.00	0.0%
523 Detention/Correction Activities					
523 60 51 00	Detention/correction-Chehalis	5,000.00	0.00	5,000.00	0.0%
523 60 51 01	Detention/correction-Nisqually	0.00	0.00	0.00	0.0%

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Expenditures	Amt Budgeted	Expenditures	Remaining	
<b>523 Detention/Correction Activities</b>				
523 60 51 02 Detention/correction-Thurston	0.00	0.00	0.00	0.0%
523 Detention/Correction Activities	5,000.00	0.00	5,000.00	0.0%
<b>553 Conservation</b>				
553 70 50 00 Air Pollution Control	1,410.00	0.00	1,410.00	0.0%
553 70 50 01 DNR Forest Land Assessment	18.00	0.00	18.00	0.0%
553 Conservation	1,428.00	0.00	1,428.00	0.0%
<b>554 Environmental Services</b>				
554 30 10 00 Salaries & Wages	2,223.00	0.00	2,223.00	0.0%
554 30 20 00 Benefits - Taxes	333.00	0.00	333.00	0.0%
554 30 21 00 Benefits - Health Care	269.00	0.00	269.00	0.0%
554 30 22 00 Benefits - Retirement	67.00	0.00	67.00	0.0%
554 30 31 00 Supplies	58.00	0.00	58.00	0.0%
554 30 35 00 Fuel	25.00	0.00	25.00	0.0%
554 30 41 00 Disposal Fees/county	25.00	0.00	25.00	0.0%
554 30 45 04 Kennel Maintenance	300.00	0.00	300.00	0.0%
554 30 45 06 Utilities	312.00	0.00	312.00	0.0%
554 30 46 00 Insurance	362.00	0.00	362.00	0.0%
554 Environmental Services	3,974.00	0.00	3,974.00	0.0%
<b>558 Community PLanning &amp; Economic Developme:</b>				
524 60 10 00 Salaries & Wages - Building Official	9,000.00	0.00	9,000.00	0.0%
524 60 20 00 Benefits - Building Official	1,500.00	0.00	1,500.00	0.0%
524 60 21 00 Benefits - Health Care	1,200.00	0.00	1,200.00	0.0%
524 60 22 00 Benefits - Retirement	300.00	0.00	300.00	0.0%
524 60 30 00 Supplies	250.00	0.00	250.00	0.0%
524 60 42 08 Postage	250.00	0.00	250.00	0.0%
001 Protective Inspection Services	12,500.00	0.00	12,500.00	0.0%
557 30 00 00 Tourism Promotional Items	2,500.00	0.00	2,500.00	0.0%
557 30 44 00 Tourism (VCB Interlocal)	5,000.00	0.00	5,000.00	0.0%
557 30 47 00 Tourism Expenses	2,500.00	0.00	2,500.00	0.0%
557 30 48 02 Lodging/Meals/Travel	3,000.00	0.00	3,000.00	0.0%
557 30 48 03 City-Nation Conference Travel	3,000.00	0.00	3,000.00	0.0%
002 Tourism	16,000.00	0.00	16,000.00	0.0%
558 50 31 00 Supplies	300.00	0.00	300.00	0.0%
558 50 42 03 IT Service Provider	2,346.00	0.00	2,346.00	0.0%
558 50 42 04 E-Governance System	550.00	0.00	550.00	0.0%
558 50 42 05 PRA Compliance Software	249.00	0.00	249.00	0.0%
558 50 42 06 City Web Site	109.00	0.00	109.00	0.0%
558 50 42 07 Web Bill Pay Services	60.00	0.00	60.00	0.0%
558 50 42 08 Postage	150.00	0.00	150.00	0.0%
558 50 42 10 Office Productivity Software	1,296.00	0.00	1,296.00	0.0%
558 50 49 00 Dues/membership/misc.	125.00	0.00	125.00	0.0%
558 60 10 00 Salaries & Wages	12,151.00	0.00	12,151.00	0.0%
558 60 20 00 Benefits	1,823.00	0.00	1,823.00	0.0%



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Expenditures		Amt Budgeted	Expenditures	Remaining	
<b>558 Community PLanning &amp; Economic Developme</b>					
558 60 21 00	Benefits - Health Care	1,458.00	0.00	1,458.00	0.0%
558 60 22 00	Benefits - Retirement	365.00	0.00	365.00	0.0%
558 60 31 00	Supplies	250.00	0.00	250.00	0.0%
558 60 42 00	Engineering Services Planning	7,500.00	0.00	7,500.00	0.0%
558 60 44 00	Planning Services Contract	29,000.00	0.00	29,000.00	0.0%
558 60 45 01	Printing	100.00	0.00	100.00	0.0%
558 60 46 00	Insurance	484.00	0.00	484.00	0.0%
558 60 47 00	Advertising/planning	250.00	0.00	250.00	0.0%
558 60 48 01	Training/Education	250.00	0.00	250.00	0.0%
558 60 48 02	Meals/Lodging/Travel	750.00	0.00	750.00	0.0%
558 60 49 00	TRPC Dues	1,875.00	0.00	1,875.00	0.0%
<b>003 Planning</b>		<b>61,441.00</b>	<b>0.00</b>	<b>61,441.00</b>	<b>0.0%</b>
558 70 45 00	Professional Services - EDC Contract	5,000.00	0.00	5,000.00	0.0%
558 70 45 07	Professional Services - Grant Writer	5,000.00	0.00	5,000.00	0.0%
<b>004 Economic Development</b>		<b>10,000.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>0.0%</b>
<b>558 Community PLanning &amp; Economic Developme</b>		<b>99,941.00</b>	<b>0.00</b>	<b>99,941.00</b>	<b>0.0%</b>
<b>560 Social Services</b>					
565 10 45 05	Food Warehouse Maintenance	750.00	0.00	750.00	0.0%
565 10 45 06	Food Warehouse Utilities	2,155.00	0.00	2,155.00	0.0%
565 40 49 01	CIP Dues	1,186.00	0.00	1,186.00	0.0%
566 00 00 00	Employee Assistance Program	150.00	0.00	150.00	0.0%
<b>560 Social Services</b>		<b>4,241.00</b>	<b>0.00</b>	<b>4,241.00</b>	<b>0.0%</b>
<b>572 Libraries</b>					
572 50 10 00	Salaries & Wages	2,477.00	0.00	2,477.00	0.0%
572 50 20 00	Personnel Benefits	529.00	0.00	529.00	0.0%
572 50 21 00	Personnel Benefits - Health Care	423.00	0.00	423.00	0.0%
572 50 22 00	Personnel Benefits - Retirement	106.00	0.00	106.00	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 35 06	Fuel, F-150	100.00	0.00	100.00	0.0%
572 50 45 06	Utilities	4,836.00	0.00	4,836.00	0.0%
572 50 46 00	Insurance	1,932.00	0.00	1,932.00	0.0%
572 50 48 00	Repairs/maintenance	750.00	0.00	750.00	0.0%
<b>572 Libraries</b>		<b>11,553.00</b>	<b>0.00</b>	<b>11,553.00</b>	<b>0.0%</b>
<b>575 Cultural &amp; Recreational Facilities</b>					
575 30 10 00	Salaries & Wages	2,287.00	0.00	2,287.00	0.0%
575 30 20 00	Benefits - Taxes	343.00	0.00	343.00	0.0%
575 30 21 00	Benefits - Health Care	274.00	0.00	274.00	0.0%
575 30 22 00	Benefits - Retirement	69.00	0.00	69.00	0.0%
575 30 42 00	Telephone (Land Line)	782.00	0.00	782.00	0.0%
575 30 42 03	IT Service Provider	391.00	0.00	391.00	0.0%
575 30 42 05	PRA Compliance Software	249.00	0.00	249.00	0.0%
575 30 42 06	City Web Site	109.00	0.00	109.00	0.0%

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Expenditures		Amt Budgeted	Expenditures	Remaining	
<b>575 Cultural &amp; Recreational Facilities</b>					
575 30 42 10	Office Productivity Software	216.00	0.00	216.00	0.0%
575 30 45 05	Repairs & Maintenance	1,000.00	0.00	1,000.00	0.0%
575 30 45 06	Utilities	5,200.00	0.00	5,200.00	0.0%
575 30 46 00	Insurance	2,899.00	0.00	2,899.00	0.0%
030 Museum		13,819.00	0.00	13,819.00	0.0%
575 50 10 00	Salaries & Wages	11,371.00	0.00	11,371.00	0.0%
575 50 20 00	Benefits - Taxes	1,706.00	0.00	1,706.00	0.0%
575 50 21 00	Benefits - Health Care	1,364.00	0.00	1,364.00	0.0%
575 50 22 00	Benefits - Retirement	341.00	0.00	341.00	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 35 06	Fuel, F-150	100.00	0.00	100.00	0.0%
575 50 42 00	Telephone (Land Line)	500.00	0.00	500.00	0.0%
575 50 42 05	PRA Compliance Software	249.00	0.00	249.00	0.0%
575 50 42 06	City Web Site	109.00	0.00	109.00	0.0%
575 50 42 07	Web Bill Pay Services	35.00	0.00	35.00	0.0%
575 50 45 05	Repairs & Maintenance	1,000.00	0.00	1,000.00	0.0%
575 50 45 06	Utilities	3,500.00	0.00	3,500.00	0.0%
575 50 46 00	Insurance	1,933.00	0.00	1,933.00	0.0%
050 Quarry House		23,058.00	0.00	23,058.00	0.0%
575 Cultural & Recreational Facilities		36,877.00	0.00	36,877.00	0.0%
<b>576 Park Facilities</b>					
576 30 10 00	Salaries & Wages	13,349.00	0.00	13,349.00	0.0%
576 30 20 00	Benefits - Taxes	2,003.00	0.00	2,003.00	0.0%
576 30 21 00	Benefits - Health Care	1,602.00	0.00	1,602.00	0.0%
576 30 22 00	Benefits - Retirement	401.00	0.00	401.00	0.0%
576 30 35 08	Fuel, Ford Ranger	150.00	0.00	150.00	0.0%
576 30 53 00	Taxes & Assessments	125.00	0.00	125.00	0.0%
030 Campgrounds		17,630.00	0.00	17,630.00	0.0%
576 40 10 00	Salaries & Wages	13,349.00	0.00	13,349.00	0.0%
576 40 20 00	Benefits - Taxes	2,003.00	0.00	2,003.00	0.0%
576 40 21 00	Benefits - Health Care	1,602.00	0.00	1,602.00	0.0%
576 40 22 00	Benefits - Retirement	401.00	0.00	401.00	0.0%
576 40 31 00	Supplies	200.00	0.00	200.00	0.0%
576 40 35 06	Fuel, F-150	25.00	0.00	25.00	0.0%
576 40 35 08	Fuel, Ford Ranger	75.00	0.00	75.00	0.0%
576 40 35 10	Fuel, John Deer Tractor	950.00	0.00	950.00	0.0%
576 40 35 34	Fuel, Dump Truck	50.00	0.00	50.00	0.0%
576 40 45 05	Repairs & Maintenance	800.00	0.00	800.00	0.0%
576 40 45 06	Utilities	1,000.00	0.00	1,000.00	0.0%
576 40 46 00	Insurance	967.00	0.00	967.00	0.0%
040 Ballfields & Concession Stand		21,422.00	0.00	21,422.00	0.0%
576 80 10 00	Salaries & Wages	13,349.00	0.00	13,349.00	0.0%
576 80 20 00	Benefits - Taxes	2,003.00	0.00	2,003.00	0.0%
576 80 21 00	Benefits - Health Care	1,602.00	0.00	1,602.00	0.0%
576 80 22 00	Benefits - Retirement	401.00	0.00	401.00	0.0%



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Expenditures		Amt Budgeted	Expenditures	Remaining	
<b>576 Park Facilities</b>					
576 80 31 00	Supplies	1,500.00	0.00	1,500.00	0.0%
576 80 34 00	Small Equipment	500.00	0.00	500.00	0.0%
576 80 35 03	Fuel, Chevy C2500	300.00	0.00	300.00	0.0%
576 80 35 04	Fuel, Dump Truck	50.00	0.00	50.00	0.0%
576 80 35 06	Fuel, F-150	100.00	0.00	100.00	0.0%
576 80 35 08	Fuel, Ford Ranger	75.00	0.00	75.00	0.0%
576 80 35 11	Fuel, Kubota (Diesel)	950.00	0.00	950.00	0.0%
576 80 42 03	IT Service Provider	391.00	0.00	391.00	0.0%
576 80 42 05	PRA Compliance Software	249.00	0.00	249.00	0.0%
576 80 42 06	City Web Site	109.00	0.00	109.00	0.0%
576 80 42 10	Office Productivity Software	216.00	0.00	216.00	0.0%
576 80 45 05	Repairs & Maintenance (Park)	1,000.00	0.00	1,000.00	0.0%
576 80 45 06	Utilities	7,500.00	0.00	7,500.00	0.0%
576 80 46 00	Insurance (Park)	4,830.00	0.00	4,830.00	0.0%
576 80 53 00	Property Taxes	237.00	0.00	237.00	0.0%
<b>080 Park Core &amp; Playground</b>		<b>35,362.00</b>	<b>0.00</b>	<b>35,362.00</b>	<b>0.0%</b>
<b>576 Park Facilities</b>		<b>74,414.00</b>	<b>0.00</b>	<b>74,414.00</b>	<b>0.0%</b>
<b>580 Other Decreases In Fund Resources</b>					
586 00 00 02	Deposit Refund / Special Events	750.00	0.00	750.00	0.0%
589 10 00 01	Deposit Refunds / Facility Rental	2,456.00	0.00	2,456.00	0.0%
589 10 00 04	Deposit Refund/Hydrant Meter	102.00	0.00	102.00	0.0%
589 30 00 02	Building Code Fees	119.00	0.00	119.00	0.0%
589 30 00 03	Crime Victim Comp Fund	500.00	0.00	500.00	0.0%
589 30 00 04	Trauma	831.00	0.00	831.00	0.0%
589 30 00 05	Auto Theft Prevention	1,600.00	0.00	1,600.00	0.0%
589 30 00 06	Trauma Brain Injury	319.00	0.00	319.00	0.0%
589 30 00 07	State Fees 3	279.00	0.00	279.00	0.0%
589 30 00 08	WSP Highway Account	354.00	0.00	354.00	0.0%
589 30 00 09	Highway Safety	82.00	0.00	82.00	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	500.00	0.00	500.00	0.0%
589 30 00 16	Distracted Driving Prevention Account	0.00	0.00	0.00	0.0%
589 91 00 00	State Fees	14,000.00	0.00	14,000.00	0.0%
589 92 00 00	State Fees 2	6,137.00	0.00	6,137.00	0.0%
589 97 00 00	JIS	4,208.00	0.00	4,208.00	0.0%
589 99 00 00	School Zone Safety	425.00	0.00	425.00	0.0%
599 99 00 99	Payroll Benefit Clearing Account	0.00	0.00	0.00	0.0%
<b>580 Other Decreases In Fund Resources</b>		<b>32,730.00</b>	<b>0.00</b>	<b>32,730.00</b>	<b>0.0%</b>
<b>597 Interfund Transfers</b>					
597 00 00 01	Transfer To Quarry Pool (Fund 002)	7,468.00	0.00	7,468.00	0.0%
597 00 00 02	Transfer To Street Fund (#101)	8,620.00	0.00	8,620.00	0.0%
<b>597 Interfund Transfers</b>		<b>16,088.00</b>	<b>0.00</b>	<b>16,088.00</b>	<b>0.0%</b>
<b>999 Ending Balance</b>					
508 80 00 01	Ending Balance	0.00	0.00	0.00	0.0%

## 2019 BUDGET POSITION

City Of Tenino  
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001 General Government Fund #001

01/01/2019 To: 12/31/2019

Expenditures	Amt Budgeted	Expenditures	Remaining	
999 Ending Balance				
999 Ending Balance	0.00	0.00	0.00	0.0%
<b>Fund Expenditures:</b>	<b>1,069,035.00</b>	<b>0.00</b>	<b>1,069,035.00</b>	<b>0.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>76,877.00</b>	<b>0.00</b>		



# 2019 BUDGET POSITION

City Of Tenino  
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002 Quarry Pool Fund #002

01/01/2019 To: 12/31/2019

Revenues	Amt Budgeted	Revenues	Remaining	
<b>308 Beginning Balances</b>				
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%
<b>340 Charges For Services</b>				
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%
<b>360 Misc Revenues</b>				
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%
<b>397 Interfund Transfers</b>				
397 00 00 01 Transfer From #001	7,468.00	0.00	7,468.00	0.0%
397 Interfund Transfers	7,468.00	0.00	7,468.00	0.0%
<b>Fund Revenues:</b>	<b>46,469.00</b>	<b>0.00</b>	<b>46,469.00</b>	<b>0.0%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
<b>576 Park Facilities</b>				
576 20 10 02 Salaries & Wages - Lifeguards	18,000.00	0.00	18,000.00	0.0%
576 20 20 00 Benefits - Taxes - Lifeguards	2,700.00	0.00	2,700.00	0.0%
576 20 21 02 Benefits - Health Care - Lifeguards	2,160.00	0.00	2,160.00	0.0%
576 20 22 00 Benefits - Retirement - Lifeguards	540.00	0.00	540.00	0.0%
576 20 42 05 PRA Compliance Software	249.00	0.00	249.00	0.0%
576 20 42 06 City Web Site	109.00	0.00	109.00	0.0%
576 20 42 07 Web Bill Pay Service Provider	90.00	0.00	90.00	0.0%
576 20 44 00 Lifeguard Vacancy Announcements	350.00	0.00	350.00	0.0%
576 20 46 02 Insurance (Pool)	967.00	0.00	967.00	0.0%
576 20 47 02 Utilities	3,500.00	0.00	3,500.00	0.0%
576 20 49 00 Visitor & Convention Bureau Dues	100.00	0.00	100.00	0.0%
576 20 49 02 Operating Permit/Taxes	1,324.00	0.00	1,324.00	0.0%
576 20 49 03 Lifeguard Training	1,000.00	0.00	1,000.00	0.0%
100 Pool Operations	31,089.00	0.00	31,089.00	0.0%
576 20 10 03 Salaries & Wages - Full Time Employees	9,676.00	0.00	9,676.00	0.0%
576 20 20 01 Benefits - Taxes - Full Time	1,452.00	0.00	1,452.00	0.0%
576 20 21 03 Benefits - Health Care - Full Time Employees	761.00	0.00	761.00	0.0%
576 20 22 01 Benefits - Retirement - Full Time	290.00	0.00	290.00	0.0%
576 20 31 02 Supplies	2,200.00	0.00	2,200.00	0.0%
576 20 48 02 Repairs & Maintenance (Pool)	1,000.00	0.00	1,000.00	0.0%
200 Pool Maintenance	15,379.00	0.00	15,379.00	0.0%
576 Park Facilities	46,468.00	0.00	46,468.00	0.0%

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002 Quarry Pool Fund #002

01/01/2019 To: 12/31/2019

Expenditures	Amt Budgeted	Expenditures	Remaining	
<hr/>				
999 Ending Balance				
508 80 00 02 Ending Balance	0.00	0.00	0.00	0.0%
999 Ending Balance	0.00	0.00	0.00	0.0%
<hr/>				
<b>Fund Expenditures:</b>	<b>46,468.00</b>	<b>0.00</b>	<b>46,468.00</b>	<b>0.0%</b>
<hr/>				
<b>Fund Excess/(Deficit):</b>	<b>1.00</b>	<b>0.00</b>		



## 2019 BUDGET POSITION

City Of Tenino  
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101 City Street Fund #101

01/01/2019 To: 12/31/2019

Revenues	Amt Budgeted	Revenues	Remaining	
<b>308 Beginning Balances</b>				
308 00 00 03 Beginning Balance	26,624.00	0.00	26,624.00	0.0%
308 Beginning Balances	26,624.00	0.00	26,624.00	0.0%
<b>310 Taxes</b>				
318 35 00 00 REET	15,559.00	0.00	15,559.00	0.0%
310 Taxes	15,559.00	0.00	15,559.00	0.0%
<b>320 Licenses &amp; Permits</b>				
322 40 00 00 Street Use Permit	621.00	0.00	621.00	0.0%
320 Licenses & Permits	621.00	0.00	621.00	0.0%
<b>330 Intergovernmental Revenues</b>				
336 00 71 00 Multimodal Transpo City	2,463.00	0.00	2,463.00	0.0%
336 00 87 00 Mv Fuel Tax - Streets	36,985.00	0.00	36,985.00	0.0%
330 Intergovernmental Revenues	39,448.00	0.00	39,448.00	0.0%
<b>360 Misc Revenues</b>				
361 11 45 21 Investment Interest	248.00	0.00	248.00	0.0%
360 Misc Revenues	248.00	0.00	248.00	0.0%
<b>397 Interfund Transfers</b>				
397 00 00 02 Transfer From #001	8,620.00	0.00	8,620.00	0.0%
397 Interfund Transfers	8,620.00	0.00	8,620.00	0.0%
<b>Fund Revenues:</b>	<b>91,120.00</b>	<b>0.00</b>	<b>91,120.00</b>	<b>0.0%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
<b>542 Roads/Streets Ordinary Maintenance</b>				
542 30 10 00 Salaries & Wages	26,951.00	0.00	26,951.00	0.0%
542 30 20 00 Benefits - Taxes	6,738.00	0.00	6,738.00	0.0%
542 30 21 00 Benefits - Health Care	5,390.00	0.00	5,390.00	0.0%
542 30 22 00 Benefits - Retirement	1,348.00	0.00	1,348.00	0.0%
542 30 31 00 Supplies	1,000.00	0.00	1,000.00	0.0%
542 30 33 00 Small Tools	200.00	0.00	200.00	0.0%
542 30 35 00 Fuel, Unspecified	50.00	0.00	50.00	0.0%
542 30 35 02 Fuel, Chevy 1/2t	1,000.00	0.00	1,000.00	0.0%
542 30 35 04 Fuel, Dump Truck	150.00	0.00	150.00	0.0%
542 30 35 09 Fuel, Grader	50.00	0.00	50.00	0.0%
542 30 35 11 Fuel, Street Sweeper	150.00	0.00	150.00	0.0%
542 30 35 12 Fuel, Vactor Truck	150.00	0.00	150.00	0.0%
542 30 42 01 Internet Service	200.00	0.00	200.00	0.0%
542 30 42 03 IT Service Provider	391.00	0.00	391.00	0.0%

## 2019 BUDGET POSITION

City Of Tenino  
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101 City Street Fund #101

01/01/2019 To: 12/31/2019

Expenditures		Amt Budgeted	Expenditures	Remaining	
542 Roads/Streets Ordinary Maintenance					
542 30 42 06	City Web Site	109.00	0.00	109.00	0.0%
542 30 42 10	Office Productivity Software	216.00	0.00	216.00	0.0%
542 30 46 00	Insurance	2,899.00	0.00	2,899.00	0.0%
542 30 48 01	Auto Repair	1,500.00	0.00	1,500.00	0.0%
542 30 48 02	Maintenance/repair	3,500.00	0.00	3,500.00	0.0%
542 63 47 00	Utilities / Street Lighting	32,000.00	0.00	32,000.00	0.0%
542 64 48 00	Traffic Control Devices	1,000.00	0.00	1,000.00	0.0%
542 67 50 00	Street Cleaning	500.00	0.00	500.00	0.0%
542 67 50 01	Street Painting/Striping	1,000.00	0.00	1,000.00	0.0%
542 Roads/Streets Ordinary Maintenance		86,492.00	0.00	86,492.00	0.0%
594 Capital Expenditures					
595 10 41 01	Professional Engineering Services	1,000.00	0.00	1,000.00	0.0%
595 30 50 00	Street Sign Replacement	2,000.00	0.00	2,000.00	0.0%
595 30 63 03	Pot Hole Supplies	1,500.00	0.00	1,500.00	0.0%
594 Capital Expenditures		4,500.00	0.00	4,500.00	0.0%
999 Ending Balance					
508 80 00 03	Ending Balance	0.00	0.00	0.00	0.0%
999 Ending Balance		0.00	0.00	0.00	0.0%
Fund Expenditures:		90,992.00	0.00	90,992.00	0.0%
Fund Excess/(Deficit):		128.00	0.00		



## 2019 BUDGET POSITION

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109 Contingency Fund #109

01/01/2019 To: 12/31/2019

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances				
308 00 00 04 Beginning Balance	120,903.00	0.00	120,903.00	0.0%
308 Beginning Balances	120,903.00	0.00	120,903.00	0.0%
360 Misc Revenues				
361 11 45 22 Investment Interest	236.00	0.00	236.00	0.0%
360 Misc Revenues	236.00	0.00	236.00	0.0%
<b>Fund Revenues:</b>	<b>121,139.00</b>	<b>0.00</b>	<b>121,139.00</b>	<b>0.0%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
999 Ending Balance				
508 10 00 01 Ending Balance	0.00	0.00	0.00	0.0%
999 Ending Balance	0.00	0.00	0.00	0.0%
<b>Fund Expenditures:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>121,139.00</b>	<b>0.00</b>		

## 2019 BUDGET POSITION

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310 Municipal Capital Imp Fund 310

01/01/2019 To: 12/31/2019

Revenues	Amt Budgeted	Revenues	Remaining	
<b>308 Beginning Balances</b>				
308 00 00 05 Beginning Balance	244,963.00	0.00	244,963.00	0.0%
308 Beginning Balances	244,963.00	0.00	244,963.00	0.0%
<b>310 Taxes</b>				
318 34 03 01 REET	28,957.00	0.00	28,957.00	0.0%
310 Taxes	28,957.00	0.00	28,957.00	0.0%
<b>330 Intergovernmental Revenues</b>				
333 14 00 00 CDBG Grant - Quarry Pool Renovation	217,000.00	0.00	217,000.00	0.0%
334 02 73 12 Y-T Trail Feasibility Study Grant	64,875.00	0.00	64,875.00	0.0%
337 00 00 01 Port Of Olympia Small Cities Grant	10,000.00	0.00	10,000.00	0.0%
337 00 00 02 2019 Heritage Grant	10,000.00	0.00	10,000.00	0.0%
337 00 00 03 Nisqually Tribe Grant	5,000.00	0.00	5,000.00	0.0%
337 00 00 04 TRPC Chip Seal Funds	37,000.00	0.00	37,000.00	0.0%
330 Intergovernmental Revenues	343,875.00	0.00	343,875.00	0.0%
<b>360 Misc Revenues</b>				
361 11 45 23 Investment Interest	730.00	0.00	730.00	0.0%
360 Misc Revenues	730.00	0.00	730.00	0.0%
<b>390 Other Financing Sources</b>				
395 10 00 01 Sale Of Fire Station	30,346.00	0.00	30,346.00	0.0%
395 11 00 01 Interest From Sale Of Fire Station	3,259.00	0.00	3,259.00	0.0%
390 Other Financing Sources	33,605.00	0.00	33,605.00	0.0%
<b>Fund Revenues:</b>	<b>652,130.00</b>	<b>0.00</b>	<b>652,130.00</b>	<b>0.0%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
<b>521 Law Enforcement</b>				
594 21 45 00 Law Enforcement - Vehicle Lease	27,627.00	0.00	27,627.00	0.0%
521 Law Enforcement	27,627.00	0.00	27,627.00	0.0%
<b>558 Community PLanning &amp; Economic Developme:</b>				
558 70 60 01 Facade Improvement Grants	5,000.00	0.00	5,000.00	0.0%
558 Community PLanning & Economic Developme:	5,000.00	0.00	5,000.00	0.0%
<b>576 Park Facilities</b>				
594 75 60 01 Museum	500.00	0.00	500.00	0.0%
576 Park Facilities	500.00	0.00	500.00	0.0%



## 2019 BUDGET POSITION

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310 Municipal Capital Imp Fund 310

01/01/2019 To: 12/31/2019

Expenditures	Amt Budgeted	Expenditures	Remaining	
<b>594 Capital Expenditures</b>				
594 18 60 02 Professional Services - Engineer Cont	500.00	0.00	500.00	0.0%
594 18 60 03 Danger Tree Management	5,000.00	0.00	5,000.00	0.0%
594 18 60 04 PW Shop Add-on	15,000.00	0.00	15,000.00	0.0%
594 18 62 01 Library	500.00	0.00	500.00	0.0%
594 42 60 62 Street Striping Machine	6,000.00	0.00	6,000.00	0.0%
594 76 00 01 Bicycle Kiosk	47,000.00	0.00	47,000.00	0.0%
594 76 60 00 Park Improvements - General	15,000.00	0.00	15,000.00	0.0%
594 76 60 04 Quarry Pool Renovation Project	217,000.00	0.00	217,000.00	0.0%
594 76 63 02 Campground Improvements	1,250.00	0.00	1,250.00	0.0%
594 79 41 01 Y-T Trail Feasibility Study	64,875.00	0.00	64,875.00	0.0%
594 Capital Expenditures	372,125.00	0.00	372,125.00	0.0%
<b>999 Ending Balance</b>				
508 80 00 04 Ending Balance	0.00	0.00	0.00	0.0%
999 Ending Balance	0.00	0.00	0.00	0.0%
<b>Fund Expenditures:</b>	<b>405,252.00</b>	<b>0.00</b>	<b>405,252.00</b>	<b>0.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>246,878.00</b>	<b>0.00</b>		

# 2019 BUDGET POSITION

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401 Water Fund

01/01/2019 To: 12/31/2019

Revenues		Amt Budgeted	Revenues	Remaining	
308 Beginning Balances					
308 00 00 06	Beginning Balance	1,047,508.00	0.00	1,047,508.00	0.0%
308 Beginning Balances		1,047,508.00	0.00	1,047,508.00	0.0%
340 Charges For Services					
343 40 00 00	Water Services	231,971.00	0.00	231,971.00	0.0%
343 40 00 02	Water Account Activation Fee	3,403.00	0.00	3,403.00	0.0%
343 40 03 00	Excise Tax	11,527.00	0.00	11,527.00	0.0%
343 40 04 00	Hydrant Permits	103.00	0.00	103.00	0.0%
359 00 00 04	Late Charge Penalty - Water	15,000.00	0.00	15,000.00	0.0%
340 Charges For Services		262,004.00	0.00	262,004.00	0.0%
360 Misc Revenues					
361 11 45 24	Interest	2,006.00	0.00	2,006.00	0.0%
360 Misc Revenues		2,006.00	0.00	2,006.00	0.0%
<b>Fund Revenues:</b>		<b>1,311,518.00</b>	<b>0.00</b>	<b>1,311,518.00</b>	<b>0.0%</b>
Expenditures		Amt Budgeted	Expenditures	Remaining	
534 Water Utilities					
534 00 40 00	Audit Costs	1,284.00	0.00	1,284.00	0.0%
534 80 10 00	Salaries & Wages	91,803.00	0.00	91,803.00	0.0%
534 80 20 00	Benefits - Taxes	13,770.00	0.00	13,770.00	0.0%
534 80 21 00	Benefits - Health Care	11,016.00	0.00	11,016.00	0.0%
534 80 22 00	Benefits - Retirement	2,754.00	0.00	2,754.00	0.0%
534 80 23 00	Safety Clothing	1,200.00	0.00	1,200.00	0.0%
534 80 31 00	Supplies	7,000.00	0.00	7,000.00	0.0%
534 80 31 01	Corrosion Control Supplies	3,000.00	0.00	3,000.00	0.0%
534 80 33 00	Small Tools & Equipment	1,500.00	0.00	1,500.00	0.0%
534 80 35 00	Fuel, Unspecified	500.00	0.00	500.00	0.0%
534 80 35 01	Fuel, Backhoe	100.00	0.00	100.00	0.0%
534 80 35 03	Fuel, Chevy 3/4t	2,600.00	0.00	2,600.00	0.0%
534 80 35 04	Fuel, Dump Truck	100.00	0.00	100.00	0.0%
534 80 35 13	Fuel, Kumatsu	100.00	0.00	100.00	0.0%
534 80 35 15	Fuel, Vactor Truck	100.00	0.00	100.00	0.0%
534 80 42 00	Telephone (Land Line)	2,000.00	0.00	2,000.00	0.0%
534 80 42 01	Internet Connectivity	900.00	0.00	900.00	0.0%
534 80 42 03	IT Service Provider	391.00	0.00	391.00	0.0%
534 80 42 05	PRA Compliance Software	249.00	0.00	249.00	0.0%
534 80 42 06	City Web Site	109.00	0.00	109.00	0.0%
534 80 42 07	Web Bill Pay Service Provider	420.00	0.00	420.00	0.0%
534 80 42 08	Postage	2,750.00	0.00	2,750.00	0.0%
534 80 42 09	Telephone (Cellular)	1,500.00	0.00	1,500.00	0.0%
534 80 42 10	Office Productivity Software	216.00	0.00	216.00	0.0%
534 80 45 03	Professional Testing Service	2,000.00	0.00	2,000.00	0.0%
534 80 45 04	Repair & Maintenance	15,000.00	0.00	15,000.00	0.0%
534 80 45 05	Computer Software Maintenance	15,000.00	0.00	15,000.00	0.0%
534 80 46 00	Insurance	21,250.00	0.00	21,250.00	0.0%



## 2019 BUDGET POSITION

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401 Water Fund

01/01/2019 To: 12/31/2019

Expenditures	Amt Budgeted	Expenditures	Remaining	
<b>534 Water Utilities</b>				
534 80 47 00 Utilities	13,750.00	0.00	13,750.00	0.0%
534 80 48 01 Education / Training	1,000.00	0.00	1,000.00	0.0%
534 80 48 02 Meals/Lodging/Travel	1,500.00	0.00	1,500.00	0.0%
534 80 49 00 Misc Dues, Subs & Tuition	2,000.00	0.00	2,000.00	0.0%
534 80 50 00 Lien Fees	170.00	0.00	170.00	0.0%
534 80 53 00 State Water Excise Tax	13,000.00	0.00	13,000.00	0.0%
534 Water Utilities	230,032.00	0.00	230,032.00	0.0%
<b>999 Ending Balance</b>				
508 80 00 05 Ending Balance	0.00	0.00	0.00	0.0%
999 Ending Balance	0.00	0.00	0.00	0.0%
<b>Fund Expenditures:</b>	<b>230,032.00</b>	<b>0.00</b>	<b>230,032.00</b>	<b>0.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>1,081,486.00</b>	<b>0.00</b>		

## 2019 BUDGET POSITION

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402 Water Capital Imp Fund

01/01/2019 To: 12/31/2019

Revenues	Amt Budgeted	Revenues	Remaining	
<b>308 Beginning Balances</b>				
308 00 00 07 Beginning Balance	638,116.00	0.00	638,116.00	0.0%
308 Beginning Balances	638,116.00	0.00	638,116.00	0.0%
<b>340 Charges For Services</b>				
343 40 01 00 Water Surcharge/cap. Improve	60,733.00	0.00	60,733.00	0.0%
343 40 02 00 Tapping Fees	78,750.00	0.00	78,750.00	0.0%
343 40 06 00 Meter Installation	500.00	0.00	500.00	0.0%
340 Charges For Services	139,983.00	0.00	139,983.00	0.0%
<b>360 Misc Revenues</b>				
361 11 45 25 Investment Interest	523.00	0.00	523.00	0.0%
360 Misc Revenues	523.00	0.00	523.00	0.0%
<b>Fund Revenues:</b>	<b>778,622.00</b>	<b>0.00</b>	<b>778,622.00</b>	<b>0.0%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
<b>591 Debt Repayment</b>				
591 34 70 00 DWSRF Loan Repayment	6,546.00	0.00	6,546.00	0.0%
591 Debt Repayment	6,546.00	0.00	6,546.00	0.0%
<b>594 Capital Expenditures</b>				
534 20 41 00 Water Comp Plan Update	7,000.00	0.00	7,000.00	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	2,500.00	0.00	2,500.00	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	750.00	0.00	750.00	0.0%
594 34 64 05 Radio Read Meter Reading	2,000.00	0.00	2,000.00	0.0%
594 34 65 00 Water System Repairs	7,500.00	0.00	7,500.00	0.0%
594 34 66 01 Water Valve Exercise Tool	5,000.00	0.00	5,000.00	0.0%
594 34 66 02 Mower Head	6,500.00	0.00	6,500.00	0.0%
595 50 60 02 PW Shop Extension	15,000.00	0.00	15,000.00	0.0%
594 Capital Expenditures	136,250.00	0.00	136,250.00	0.0%
<b>999 Ending Balance</b>				
508 80 00 06 Ending Balance	0.00	0.00	0.00	0.0%
999 Ending Balance	0.00	0.00	0.00	0.0%
<b>Fund Expenditures:</b>	<b>142,796.00</b>	<b>0.00</b>	<b>142,796.00</b>	<b>0.0%</b>



## 2019 BUDGET POSITION

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402 Water Capital Imp Fund

01/01/2019 To: 12/31/2019

<b>Fund Excess/(Deficit):</b>	<b>635,826.00</b>	<b>0.00</b>
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## 2019 BUDGET POSITION

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403 Stormwater Fund

01/01/2019 To: 12/31/2019

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances				
308 00 00 08 Beginning Balance	37,674.00	0.00	37,674.00	0.0%
308 Beginning Balances	37,674.00	0.00	37,674.00	0.0%
360 Misc Revenues				
361 11 45 26 Investment Interest	147.00	0.00	147.00	0.0%
360 Misc Revenues	147.00	0.00	147.00	0.0%
<b>Fund Revenues:</b>	<b>37,821.00</b>	<b>0.00</b>	<b>37,821.00</b>	<b>0.0%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
543 Roads/Streets General Administration And Ove:				
543 40 10 00 Salaries And Wages	5,764.00	0.00	5,764.00	0.0%
543 40 20 00 Benefits - Taxes	865.00	0.00	865.00	0.0%
543 40 21 00 Benefits - Health Care	692.00	0.00	692.00	0.0%
543 40 22 00 Benefits - Retirement	173.00	0.00	173.00	0.0%
543 40 31 00 Maintenance & Repairs	375.00	0.00	375.00	0.0%
543 40 45 01 Old 99 Ditch Cleaning	1,250.00	0.00	1,250.00	0.0%
595 50 64 03 Storm Drain Installation	2,500.00	0.00	2,500.00	0.0%
543 Roads/Streets General Administration And Ove:	11,619.00	0.00	11,619.00	0.0%
999 Ending Balance				
508 80 00 07 Ending Balance	0.00	0.00	0.00	0.0%
999 Ending Balance	0.00	0.00	0.00	0.0%
<b>Fund Expenditures:</b>	<b>11,619.00</b>	<b>0.00</b>	<b>11,619.00</b>	<b>0.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>26,202.00</b>	<b>0.00</b>		



# 2019 BUDGET POSITION

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410 Sewer Fund

01/01/2019 To: 12/31/2019

Revenues	Amt Budgeted	Revenues	Remaining	
<b>308 Beginning Balances</b>				
308 00 00 09 Beginning Balance	236,653.00	0.00	236,653.00	0.0%
308 Beginning Balances	236,653.00	0.00	236,653.00	0.0%
<b>340 Charges For Services</b>				
343 50 00 10 Sewer Services	1,082,292.00	0.00	1,082,292.00	0.0%
343 50 03 10 Excise Tax - Sewer	36,901.00	0.00	36,901.00	0.0%
340 Charges For Services	1,119,193.00	0.00	1,119,193.00	0.0%
<b>350 Fines, Penalties, &amp; Forfeitures</b>				
359 90 04 02 Late Charge Penalty - Sewer	15,000.00	0.00	15,000.00	0.0%
350 Fines, Penalties, & Forfeitures	15,000.00	0.00	15,000.00	0.0%
<b>Fund Revenues:</b>	<b>1,370,846.00</b>	<b>0.00</b>	<b>1,370,846.00</b>	<b>0.0%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
<b>535 Sewer/Reclaimed Water Utilities</b>				
535 10 10 10 Salaries & Wages	29,591.00	0.00	29,591.00	0.0%
535 10 20 10 Benefits - Taxes	4,439.00	0.00	4,439.00	0.0%
535 10 21 10 Benefits - Health Care	3,549.00	0.00	3,549.00	0.0%
535 10 22 10 Benefits - Retirement	887.00	0.00	887.00	0.0%
535 10 31 00 Office Supplies	650.00	0.00	650.00	0.0%
535 10 45 10 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 40 00 Audit Costs	2,600.00	0.00	2,600.00	0.0%
010 Admin	77,016.00	0.00	77,016.00	0.0%
535 50 10 00 Salaries & Wages	29,827.00	0.00	29,827.00	0.0%
535 50 20 00 Benefits - Taxes	4,474.00	0.00	4,474.00	0.0%
535 50 21 00 Benefits - Health Care	3,592.00	0.00	3,592.00	0.0%
535 50 22 00 Benefits - Retirement	895.00	0.00	895.00	0.0%
535 50 31 10 Supplies	1,500.00	0.00	1,500.00	0.0%
535 50 33 00 Small Tools & Equipment	500.00	0.00	500.00	0.0%
535 50 35 00 Fuel	100.00	0.00	100.00	0.0%
535 50 35 01 Fuel, Backhoe	100.00	0.00	100.00	0.0%
535 50 35 04 Fuel, Dump Truck	100.00	0.00	100.00	0.0%
535 50 35 13 Fuel, Kumatsu	100.00	0.00	100.00	0.0%
535 50 35 15 Fuel, Vactor Truck	100.00	0.00	100.00	0.0%
535 50 35 16 Fuel, Chevy S-10	200.00	0.00	200.00	0.0%
535 50 40 00 Professional Services	2,000.00	0.00	2,000.00	0.0%
535 50 42 00 Commun	150.00	0.00	150.00	0.0%
535 50 45 00 Repairs & Maintenance	31,613.00	0.00	31,613.00	0.0%
535 50 45 06 Utility Locator Service (811)	100.00	0.00	100.00	0.0%
050 Collection System	75,351.00	0.00	75,351.00	0.0%
535 10 42 05 PRA Compliance Software	249.00	0.00	249.00	0.0%
535 10 42 06 City Web Site	109.00	0.00	109.00	0.0%
535 10 42 07 Web Bill Pay Service Provider	416.00	0.00	416.00	0.0%

# 2019 BUDGET POSITION

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410 Sewer Fund

01/01/2019 To: 12/31/2019

Expenditures		Amt Budgeted	Expenditures	Remaining	
535 Sewer/Reclaimed Water Utilities					
535 10 42 08	Postage	2,500.00	0.00	2,500.00	0.0%
535 80 10 10	Salaries & Wages	34,808.00	0.00	34,808.00	0.0%
535 80 20 10	Benefits - Taxes	5,221.00	0.00	5,221.00	0.0%
535 80 21 10	Benefits - Health Care	4,177.00	0.00	4,177.00	0.0%
535 80 22 10	Benefits - Retirement	1,044.00	0.00	1,044.00	0.0%
535 80 25 01	Personnal Safety Equip/clothes	500.00	0.00	500.00	0.0%
535 80 30 10	Supplies	5,250.00	0.00	5,250.00	0.0%
535 80 33 00	Small Tools & Equipment	400.00	0.00	400.00	0.0%
535 80 34 00	Chemicals	4,000.00	0.00	4,000.00	0.0%
535 80 35 00	Fuel (generators)	900.00	0.00	900.00	0.0%
535 80 35 12	Fuel, Kubota, Gas	300.00	0.00	300.00	0.0%
535 80 35 16	Fuel, Chevy S-10	500.00	0.00	500.00	0.0%
535 80 42 00	Telephone (Land Line)	1,500.00	0.00	1,500.00	0.0%
535 80 42 01	Internet Connectivity	450.00	0.00	450.00	0.0%
535 80 42 03	IT Service Provider	391.00	0.00	391.00	0.0%
535 80 42 09	Telephone (Cellular)	1,800.00	0.00	1,800.00	0.0%
535 80 42 10	Office Productivity Software	216.00	0.00	216.00	0.0%
535 80 43 00	Education & Training	1,000.00	0.00	1,000.00	0.0%
535 80 45 08	Water/WasteWater Services Contract	80,000.00	0.00	80,000.00	0.0%
535 80 45 09	Laboratory Services	17,089.00	0.00	17,089.00	0.0%
535 80 45 10	Crane Services For Lifting	2,500.00	0.00	2,500.00	0.0%
535 80 45 43	Prof Services (Engineering)	1,000.00	0.00	1,000.00	0.0%
535 80 46 00	Insurance	33,808.00	0.00	33,808.00	0.0%
535 80 47 10	Utilities	39,235.00	0.00	39,235.00	0.0%
535 80 48 01	Sewer Equipment & Maintenance	12,949.00	0.00	12,949.00	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	2,750.00	0.00	2,750.00	0.0%
535 80 49 03	Manuals/Software/support	1,800.00	0.00	1,800.00	0.0%
080 WWTP		274,512.00	0.00	274,512.00	0.0%
535 Sewer/Reclaimed Water Utilities		426,879.00	0.00	426,879.00	0.0%
597 Interfund Transfers					
597 00 00 20	USDA-RD Bond Principal Payment	64,915.00	0.00	64,915.00	0.0%
597 00 00 22	USDA-RD Bond Interest Payment	40,109.00	0.00	40,109.00	0.0%
597 00 00 30	PRE-119 Principal Payment	53,882.00	0.00	53,882.00	0.0%
597 00 00 31	PRE-119 Interest Payment	2,155.00	0.00	2,155.00	0.0%
597 00 00 40	PW-044 Principal Payment	387,226.00	0.00	387,226.00	0.0%
597 00 00 41	PW-044 Interest Payment	15,489.00	0.00	15,489.00	0.0%
597 Interfund Transfers		563,776.00	0.00	563,776.00	0.0%
999 Ending Balance					
508 80 00 08	Ending Balance	0.00	0.00	0.00	0.0%
999 Ending Balance		0.00	0.00	0.00	0.0%
Fund Expenditures:		990,655.00	0.00	990,655.00	0.0%



## 2019 BUDGET POSITION

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410 Sewer Fund

01/01/2019 To: 12/31/2019

<b>Fund Excess/(Deficit):</b>	<b>380,191.00</b>	<b>0.00</b>
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# 2019 BUDGET POSITION

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421 Sewer Capital Improvement Fund

01/01/2019 To: 12/31/2019

Revenues	Amt Budgeted	Revenues	Remaining	
<b>308 Beginning Balances</b>				
308 00 00 10 Beginning Balance	616,805.00	0.00	616,805.00	0.0%
308 Beginning Balances	616,805.00	0.00	616,805.00	0.0%
<b>340 Charges For Services</b>				
343 50 00 00 Facility Charges - New Connection	177,622.00	0.00	177,622.00	0.0%
343 50 00 01 Sewer Capital Improvement Fee	15,000.00	0.00	15,000.00	0.0%
343 50 00 02 Facility Charge - Loan Repayment	27,500.00	0.00	27,500.00	0.0%
340 Charges For Services	220,122.00	0.00	220,122.00	0.0%
<b>360 Misc Revenues</b>				
361 11 45 27 Investment Interest-	3,575.00	0.00	3,575.00	0.0%
360 Misc Revenues	3,575.00	0.00	3,575.00	0.0%
<b>Fund Revenues:</b>	<b>840,502.00</b>	<b>0.00</b>	<b>840,502.00</b>	<b>0.0%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
<b>594 Capital Expenditures</b>				
594 35 62 00 PW Shop Extension	15,000.00	0.00	15,000.00	0.0%
594 35 64 00 New Mower	7,500.00	0.00	7,500.00	0.0%
594 Capital Expenditures	22,500.00	0.00	22,500.00	0.0%
<b>999 Ending Balance</b>				
508 80 00 09 Ending Balance	0.00	0.00	0.00	0.0%
999 Ending Balance	0.00	0.00	0.00	0.0%
<b>Fund Expenditures:</b>	<b>22,500.00</b>	<b>0.00</b>	<b>22,500.00</b>	<b>0.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>818,002.00</b>	<b>0.00</b>		



## 2019 BUDGET POSITION

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422 Sewer Reserve Fund

01/01/2019 To: 12/31/2019

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances				
308 00 00 11 Beginning Balance	188,993.00	0.00	188,993.00	0.0%
308 Beginning Balances	188,993.00	0.00	188,993.00	0.0%
397 Interfund Transfers				
397 00 00 20 USDA-RD Bond Principal From #410	64,915.00	0.00	64,915.00	0.0%
397 00 00 21 USDA-RD Bond Interest From #410	40,109.00	0.00	40,109.00	0.0%
397 00 00 30 PRE 119 Principal From #410	53,882.00	0.00	53,882.00	0.0%
397 00 00 31 PRE-119 Interest From #410	2,155.00	0.00	2,155.00	0.0%
397 00 00 40 PW-044 Principal From #410	387,226.00	0.00	387,226.00	0.0%
397 00 00 41 PW-044 Interest From #410	15,489.00	0.00	15,489.00	0.0%
397 Interfund Transfers	563,776.00	0.00	563,776.00	0.0%
<b>Fund Revenues:</b>	<b>752,769.00</b>	<b>0.00</b>	<b>752,769.00</b>	<b>0.0%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
591 Debt Repayment				
591 35 72 20 USDA RD Bond Principal Payment	17,644.00	0.00	17,644.00	0.0%
591 35 78 30 PRE-119 & PW-044 Principal Payments	441,107.00	0.00	441,107.00	0.0%
591 35 83 21 USDA RD Bond Interest Payment	64,915.00	0.00	64,915.00	0.0%
591 35 83 31 PRE-119 & PW-044 Interest Payments	40,109.00	0.00	40,109.00	0.0%
591 Debt Repayment	563,775.00	0.00	563,775.00	0.0%
999 Ending Balance				
508 10 00 02 Ending Balance	0.00	0.00	0.00	0.0%
999 Ending Balance	0.00	0.00	0.00	0.0%
<b>Fund Expenditures:</b>	<b>563,775.00</b>	<b>0.00</b>	<b>563,775.00</b>	<b>0.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>188,994.00</b>	<b>0.00</b>		

## 2019 BUDGET POSITION

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601 SWWAIP Trust Fund

01/01/2019 To: 12/31/2019

Revenues	Amt Budgeted	Revenues	Remaining	
<b>308 Beginning Balances</b>				
308 00 00 12 Beginning Balance	(1,400.00)	0.00	(1,400.00)	0.0%
308 Beginning Balances	(1,400.00)	0.00	(1,400.00)	0.0%
<b>330 Intergovernmental Revenues</b>				
337 00 00 60 SWWAIP Funding From Port Of Olympia	41,609.00	0.00	41,609.00	0.0%
330 Intergovernmental Revenues	41,609.00	0.00	41,609.00	0.0%
<b>Fund Revenues:</b>	<b>40,209.00</b>	<b>0.00</b>	<b>40,209.00</b>	<b>0.0%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
<b>580 Other Decreases In Fund Resources</b>				
589 40 00 01 SWWAIP Initial Master Planning Effort	40,209.00	0.00	40,209.00	0.0%
580 Other Decreases In Fund Resources	40,209.00	0.00	40,209.00	0.0%
<b>999 Ending Balance</b>				
508 10 00 03 Ending Balance	0.00	0.00	0.00	0.0%
999 Ending Balance	0.00	0.00	0.00	0.0%
<b>Fund Expenditures:</b>	<b>40,209.00</b>	<b>0.00</b>	<b>40,209.00</b>	<b>0.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>0.00</b>	<b>0.00</b>		



## 2019 BUDGET POSITION

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631 Municipal Court Trust Fund #631

01/01/2019 To: 12/31/2019

Revenues	Amt Budgeted	Revenues	Remaining	
<b>308 Beginning Balances</b>				
308 00 00 13 Beginning Balance	7,780.00	0.00	7,780.00	0.0%
308 Beginning Balances	7,780.00	0.00	7,780.00	0.0%
<b>380 Non Revenues</b>				
386 00 00 00 Receipts From Court	45,000.00	0.00	45,000.00	0.0%
380 Non Revenues	45,000.00	0.00	45,000.00	0.0%
<b>Fund Revenues:</b>	<b>52,780.00</b>	<b>0.00</b>	<b>52,780.00</b>	<b>0.0%</b>
Expenditures	Amt Budgeted	Expenditures	Remaining	
<b>580 Other Decreases In Fund Resources</b>				
586 00 00 03 Expenditures For TMC	45,000.00	0.00	45,000.00	0.0%
580 Other Decreases In Fund Resources	45,000.00	0.00	45,000.00	0.0%
<b>999 Ending Balance</b>				
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%
<b>Fund Expenditures:</b>	<b>45,000.00</b>	<b>0.00</b>	<b>45,000.00</b>	<b>0.0%</b>
<b>Fund Excess/(Deficit):</b>	<b>7,780.00</b>	<b>0.00</b>		

## 2019 BUDGET POSITION TOTALS

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Fund	Revenue Budgeted	Received		Expense Budgeted	Spent	
001 General Government Fund #001	1,145,912.00	0.00	0.0%	1,069,035.00	0.00	0%
002 Quarry Pool Fund #002	46,469.00	0.00	0.0%	46,468.00	0.00	0%
101 City Street Fund #101	91,120.00	0.00	0.0%	90,992.00	0.00	0%
109 Contingency Fund #109	121,139.00	0.00	0.0%	0.00	0.00	0%
310 Municipal Capital Imp Fund 310	652,130.00	0.00	0.0%	405,252.00	0.00	0%
401 Water Fund	1,311,518.00	0.00	0.0%	230,032.00	0.00	0%
402 Water Capital Imp Fund	778,622.00	0.00	0.0%	142,796.00	0.00	0%
403 Stormwater Fund	37,821.00	0.00	0.0%	11,619.00	0.00	0%
410 Sewer Fund	1,370,846.00	0.00	0.0%	990,655.00	0.00	0%
421 Sewer Capital Improvement Func	840,502.00	0.00	0.0%	22,500.00	0.00	0%
422 Sewer Reserve Fund	752,769.00	0.00	0.0%	563,775.00	0.00	0%
601 SWWAIP Trust Fund	40,209.00	0.00	0.0%	40,209.00	0.00	0%
631 Municipal Court Trust Fund #631	52,780.00	0.00	0.0%	45,000.00	0.00	0%
	7,241,837.00	0.00	0.0%	3,658,333.00	0.00	0.0%



## 2019 SALARY SCHEDULE

Position		FTE	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Police Chief	1.00	exempt	\$4,340.00	\$4,558.00	\$4,785.00	\$5,024.00	\$5,276.00	\$5,408.00
Police Officer *	3.00	non-exempt	\$3,344.00	\$3,596.00	\$3,866.00	\$4,154.00	\$4,362.00	\$4,472.00
Police Clerk	1.00	hourly	\$16.43	\$17.66	\$18.98	\$20.41	\$21.99	\$22.54
Public Works Director	1.00	exempt	\$4,340.00	\$4,558.00	\$4,785.00	\$5,024.00	\$5,276.00	\$5,408.00
Maintenance Worker **	3.00	hourly	\$17.59	\$18.91	\$20.33	\$21.86	\$23.49	\$24.08
Maintenance Helper	1.00	hourly	\$12.00	\$12.90	\$13.87	\$14.90	\$16.02	\$16.43
Seasonal - Supervisory Lifeguard	***	hourly	\$15.45	\$16.02	\$16.61	\$17.24	\$17.57	\$17.91
Seasonal-Pool attend/Lifeguards	***	hourly	\$12.00	\$12.90	\$13.87	\$14.90	\$16.02	\$16.43
Clerk/Treasurer	1.00	exempt	\$4,340.00	\$4,558.00	\$4,785.00	\$5,024.00	\$5,276.00	\$5,408.00
Admin/Utility Clerk	1.00	hourly	\$16.43	\$17.66	\$18.98	\$20.41	\$21.99	\$22.54
Court/Admin Clerk	1.00	hourly	\$16.43	\$17.66	\$18.98	\$20.41	\$21.99	\$22.54
Building Official	0.25	hourly						\$25.75
Total FTE	13.3							

\* Duty Differential of \$100.00/month for extra Police Officer Duties -1) Field Training Officer, 2) RangeMaster/Armorer, 3) Sergeant, 4) SRO  
\*\* \$10.00 per animal control event (Maximum of five (5) per month per employee)

Mayor	Elected	\$1000.00 per month
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Council members	Elected	\$50.00 per month plus \$50/meeting (max 3 meetings/month)

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

# City of Tenino Organization Chart 2019

