

City of Tenino

149 Hodgen Street South
Tenino, WA 98589

City Council Meeting
Tuesday, September 26, 2023 at 7:00 PM

Agenda

WORK SESSION

CALL TO ORDER

AGENDA APPROVAL

1. Agenda for the Regular Meeting of the 9/26/23.

Recommended Action: Motion to approve the agenda as presented.

APPROVAL OF MINUTES

- [2.](#) Meeting Minutes for 9/12/2023

Recommended Action: Motion to approve 9/12/2023 meeting minutes as presented.

CONSENT CALENDAR

- [3.](#) Consent Calendar consisting of September 13, 2023 through September 26, 2023:

Payroll EFT's in the amount of \$47,663.03 and Checks #31775 through #31809 in the amount of \$47,265.42

for a grand total of \$94,928.45

Liquor Cannabis License: None

Fee Waiver Request for THS and PTA for Homecoming Parade and Trunk or Treat.

Recommended Action: Move to approve the consent calendar as presented.

EXECUTIVE SESSION

PRESENTATIONS

PUBLIC COMMENTS

PUBLIC HEARING

PROCLAMATIONS

OLD BUSINESS

- [4.](#) Managed Service Agreement for RIGHT Systems

Recommended Action: Motion to approve Right Systems agreement

NEW BUSINESS

- [5.](#) 2024 Budget Estimates on Revenues & Preliminary budget

Recommended Action: None, Discussion only

- [6.](#) Steel Sculpture Donation from Bill Wilson. Sculpture will have Rocks spilling out and surrounding and will surround the piece on the ground. Sculpture measures 15.5 feet tall and 8 feet wide.

Recommended Action: Motion to accept Donation of Sculpture.

- [7.](#) Housing Action Plan Review

Recommended Action: Review and motion to approve Housing Action Plan.

RESOLUTIONS

- [8.](#) Resolution 2023-09 Adopting HAP

Recommended Action: Motion to approve Resolution 2023-09

ORDINANCES

REPORTS

9. 1) Chamber of Commerce
2) Economic Development Council (EDC)
3) South Thurston Economic Development Initiative (STEDI)
4) ARCH Commission
5) Experience Olympia & Beyond (VCB)
6) South Thurston Fire
7) Library
8) Museum
9) Tenino Community Service Center
10. 1) Civil Service Commission
2) Façade Improvement Grant Review Committee
3) Finance Committee
4) Planning Commission
5) Public Safety Committee
11. 1) Chief of Police

- 2) Director of Public Works
- 3) City Planner
- 4) Code Enforcement/Building Inspector
- 5) PARC Specialist
- 6) City Attorney
- 7) Clerk/Treasurer
- 8) Mayor

12. 1) Bucoda/Tenino Healthy Action Team (BTHAT)

- 2) Solid Waste Advisory Board
- 3) TCOMM/911
- 4) Tenino School Board
- 5) Thurston Regional Planning Council (TRPC)
- 6) Transportation Policy Board
- 7) Legislature

PUBLIC COMMENTS 2

ANNOUNCEMENTS

ADJOURNMENT

File Attachments for Item:

2. Meeting Minutes for 9/12/2023

Recommended Action: Motion to approve 9/12/2023 meeting minutes as presented.

**City Council Meeting
Tuesday, September 12, 2023**

Minutes

WORK SESSION

CALL TO ORDER

AGENDA APPROVAL

- 1. Agenda for the Regular Meeting of the 9/12/23.

Recommended Action: Motion to approve the agenda as presented.

APPROVAL OF MINUTES

- 2. Meeting Minutes for 8/8/2023

Recommended Action: Motion to approve 8/8/2023 meeting minutes as presented.

CONSENT CALENDAR

- 3. Consent Calendar consisting of August 23, 2023 through September 12, 2023:

Payroll EFT's and Checks #31713 through #31717 in the amount of \$61,223.46

Claims Checks #31719 through #31774 in the amount of \$434,470.65.

Check #31708-31712 and check 31718 voiced due to misprint with copier.

for a grand total of \$495,693.51

Liquor Cannabis License: Pizza Mia, Tenino Eagles, Tenino Short Stop.

Recommended Action: Move to approve the consent calendar as presented.

EXECUTIVE SESSION

PRESENTATIONS

PUBLIC COMMENTS

PUBLIC HEARING

PROCLAMATIONS

- 4. National Voter Registration Day Proclamation

Recommended Action: Motion to approve September 19th as National Voter Registration Day.

OLD BUSINESS

5. Bucoda Code Enforcement ILA. This agreement would allow City of Tenino to do Code Enforcement in Bucoda.

Recommended Action: Motion to approve Tenino-Bucoda Code Enforcement ILA

6. Change order for the Quarry House, this change order is to increase the contract price for the Electrical to account for the late invoice.

Recommended Action: Motion to approve change order.

7. MOU PARC Foundation. This is the same MOU the City currently has with PARC with the exception this is a 4-year agreement instead of 1 year.

Recommended Action: Motion to approve PARC MOU

NEW BUSINESS

8. Facade Improvement Grant for Sandstone Cafe and Classy Cuts

Recommended Action: Motion to approve Facade improvement Grant for Sandstone Cafe and Classy Cuts.

9. Authorization for engineering services. AG Park north building improvements bid phase services.

Recommended Action: Motion to approve Authorization for engineering services.

10. Springbrook Software upgrade agreement.

Recommended Action: Motion to approve agreement.

RESOLUTIONS

11. Resolution 2023-06

A resolution of the City of Tenino, Washington, authorizing and directing Wayne Fournier, City of Tenino Mayor to execute on behalf of the City of Tenino an agreement between the Washington State Community Economic Revitalization Board and the City of Tenino for aid in financing the costs of public facilities consisting of Southwest Washington Agricultural Business and Innovation Park project.

Recommended Action: Motion to approve Resolution 2023-06

12. Resolution 2023-07

A Resolution of the City of Tenino, Washington, Declaring certain City vehicle, to be surplus and of no further use of to the city and authorizing the sale and disposition thereof.

Recommended Action: Motion to approve Resolution 2023-07

13. Resolution 2023-08

A Resolution Supporting the Acquisition and Management of parcel numbers 11619440000 and 11619410201 from Norseman Timber Company to be added to Tenino City Park

Recommended Action: Motion to Approve Resolution 2023-08

ORDINANCES

REPORTS

14. 1) Chamber of Commerce
 - 2) Economic Development Council (EDC)
 - 3) South Thurston Economic Development Initiative (STEDI)
 - 4) ARCH Commission
 - 5) Experience Olympia & Beyond (VCB)
 - 6) South Thurston Fire
 - 7) Library
 - 8) Museum
 - 9) Tenino Community Service Center
15. 1) Civil Service Commission
 - 2) Façade Improvement Grant Review Committee
 - 3) Finance Committee
 - 4) Planning Commission
 - 5) Public Safety Committee
16. 1) Chief of Police
 - 2) Director of Public Works
 - 3) Clerk/Treasurer
 - 4) Code Enforcement/Building Inspector
 - 5) PARC Specialist
 - 6) City Attorney
 - 7) City Planner
 - 8) Mayor
17. 1) Bucoda/Tenino Healthy Action Team (BTHAT)
 - 2) Solid Waste Advisory Board
 - 3) TCOMM/911
 - 4) Tenino School Board

5) Thurston Regional Planning Council (TRPC)

6) Transportation Policy Board

7) Legislature

PUBLIC COMMENTS 2

ANNOUNCEMENTS

ADJOURNMENT

File Attachments for Item:


3. Consent Calendar consisting of September 13, 2023 through September 26, 2023: Payroll EFT's in the amount of \$47,663.03 and Checks #31775 through #31809 in the amount of \$47,265.42

for a grand total of \$94,928.45

Liquor Cannabis License: None

Fee Waiver Request for THS and PTA for Homecoming Parade and Trunk or Treat.

Recommended Action: Move to approve the consent calendar as presented.

	<p style="text-align: center;">City of Tenino <u>Parades/Special Events Application</u></p> <p style="text-align: center;">149 S Hodgden St. South P O Box 4019 Tenino, WA 98589 (360) 264-2368</p>
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Organization: Tenino High School
Contact Person: Geraldine Maxfield
Address: PO Box 4024
Telephone: 360-264-3500 Fax: _____
Email: maxfieldg@tenino.k12.wa.us

It is respectfully requested that a special event permit be issued to the above-named organization.

The following items of information are submitted:

- (1) Purpose of the special event/exhibition is: Homecoming Parade
- (2) Description of organizing group: Tenino High School Students
- (3) Date and time of special event/exhibition: Oct 6th 6:00 pm - 6:30 pm
- (4) There will be an estimated 100 persons, 0 animals, 5 floats, and 7 motor vehicles participating or engaging in the special event/exhibition.
- (5) Place, area, route or location, as applicable to the special event/exhibition: (Please attach a map or describe)
Down Sussex from Ketchikan st to Sheridan street then back down Garfield to Howard st.
- (6) What portion of the sidewalks and streets indicated will be occupied by the special event/exhibition: See above
- (7) Please provide 3 references and dates of last 3 events/exhibitions:
1) Scott Hyder
2) Clint Endicott
3) Jennifer Van de Wege

(8) Are any temporary structures going to be erected? Yes ___ No If yes, you must attach plans indicating clearly the (a) type of construction, (b) seating arrangements, (c) aisle arrangements, (d) structural details and calculations of the seats and supports and (e) location of all exits.

(9) Is any open flame going to be used within the structure? Yes No X If yes, what precautions are to be taken to render it safe? _____

(10) What provisions have been made for sanitary facilities for persons using the premises? none needed

(11) Will you deposit with the City Clerk at or before the time of the special event/exhibition a surety or cash bond for \$500.00 (Ordinance #) conditioned upon holding the City harmless from all liabilities or causes of action? Yes No X

(12) Will you furnish evidence to the City Clerk at or before the special event/exhibition that a public liability insurance policy in the amount of not less that \$50,000 for one person and \$300,000 for any one accident will be in effect during the time the structure is to be occupied as a place of assembly? Yes X No

(13) The undersigned has authority to execute this application and the requesting organized group, unincorporated association of persons, partnership or corporation promises and agrees to abide by all the terms and conditions of the special event/exhibition permit issued, and to abide by all the rules and regulations of the City of Tenino.

(14) The undersigned agrees to abide by the laws of the State of Washington and the Laws and Ordinances of the City of Tenino, and further agrees to hold the City of Tenino, their elected officials and their employees or agents harmless and to indemnify them from any and all claims or causes of action arising by reason of the negligent acts or omissions by the individual stated herein or their agents with respect to their usage of city property and participation in this event. Said individual also assumes all legal responsibility for their own negligence or omissions in regard to other participants in this event.

 [Signature]
Signature of Applicant

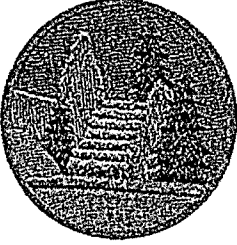
Together with any supplementary information as may be required by the City of Tenino, this form must be filed with the office of the City Clerk, (Mailing - P.O. Box 4019, Tenino, WA 98589) 149 S. Hodgden Street, Tenino, WA 98589 not less than 60 days prior to the special event/exhibition date to insure proper processing.

Please answer all questions. If they do not apply, put N/A. Thank You.

Department approvals:

Administration: _____ Finance: _____ Police: _____

PARC: _____ Public Works: _____ Clerk Treasurer: _____

	<p align="center">City of Tenino <u>Special Events/Parades</u></p>
	<p align="center">149 Hodgden St. South – P O Box 4019 Tenino, WA 98589 (360) 264-2368 www.ci.tenino.wa.us</p>

SPECIAL EVENTS/PARADE CONTRACT

I have applied for use as legal representative of Tenino Combined PTSA
(name of organization/group)

I hereby certify, on behalf of my organization, that we understand and agree:

- The User shall procure and maintain for the duration of the agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the use of the premises. The User shall provide a certificate of insurance to the City of Tenino evidencing general liability insurance covering premises, products-completed operations and contractual liability. The City of Tenino shall be named as insured on the Users General Liability insurance policy. The General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence. The insurance policy shall contain, or be endorsed to contain that the User’s insurance coverage shall be primary insurance as respect to the City of Tenino. Any insurance, self-insurance, or insurance pool coverage maintained by the City of Tenino shall be excess of the User’s insurance and shall not contribute with it. Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII. This certificate evidencing required insurance shall be provided before using City of Tenino facilities.
- To defend, indemnify and hold harmless the City of Tenino, their officers, officials, employees and volunteers from and against any and all claims, suits, actions, or liabilities for injury or death of any person, or for loss or damage to property, which arises out of the use of premises or from any activity, or thing done, permitted, or suffered by User in or about the premises, except only such injury or damage as shall have been occasioned by the sole negligence of the City of Tenino.
- That permission to use the facilities granted may be revoked or canceled at any time by the City of Tenino and our association will have no claim or right to damages reimbursement for any loss, damage, or expense resulting for revocation or cancellation.
- All parties acknowledge and agree that the City of Tenino reserves the right to revoke this Special Events/Parade Contact for a group/organization at any time.

I have read and understand all conditions, rules, and regulations specified in the Special Events/Parade contract. I am authorized to sign on behalf of the group listed above.

Name (please print) Angela Salisbury

Address 2731 Merideth Dr SW

City Tenino Zip 98589 Phone 360-513-4804

Signature ASalisbury Date 9/22/23

City Approval _____ Date _____

(9) Is any open flame going to be used within the structure? Yes ___ No X If yes, what precautions are to be taken to render it safe? _____

(10) What provisions have been made for sanitary facilities for persons using the premises? None/NA

(11) Will you deposit with the City Clerk at or before the time of the special event/exhibition a surety or cash bond for \$500.00 (Ordinance # ___) conditioned upon holding the City harmless from all liabilities or causes of action? Yes ___ No ___

(12) Will you furnish evidence to the City Clerk at or before the special event/exhibition that a public liability insurance policy in the amount of not less that \$50,000 for one person and \$300,000 for any one accident will be in effect during the time the structure is to be occupied as a place of assembly? Yes ___ No ___ NA

(13) The undersigned has authority to execute this application and the requesting organized group, unincorporated association of persons, partnership or corporation promises and agrees to abide by all the terms and conditions of the special event/exhibition permit issued, and to abide by all the rules and regulations of the City of Tenino. We agree that the structure shall not be used as a place of assembly until the Fire Chief has inspected the entire premises.

(14) The undersigned agrees to abide by the laws of the State of Washington and the Laws and Ordinances of the City of Tenino, and further agrees to hold the City of Tenino, their elected officials and their employees or agents harmless and to indemnify them from any and all claims or causes of action arising by reason of the negligent acts or omissions by the individual stated herein or their agents with respect to their usage of city property and participation in this event. Said individual also assumes all legal responsibility for their own negligence or omissions in regards to other participants in this event.

Adalberto
Signature of Applicant


Together with any supplementary information as may be required by the City of Tenino, this form must be filed with the office of the City Clerk, (Mailing – P.O. Box 4019, Tenino, WA 98589) 149 S. Hodgden Street, Tenino, WA 98589 not less than 60 days prior to the special event/exhibition date to insure proper processing.

Please answer all questions. If they do not apply, put N/A. Thank You.

Department approvals:

Administration: _____ Finance: _____ Police: _____

Fire Dept: _____ Pubic Works: _____ Parks: _____

	<p style="text-align: center;">City of Tenino <u>Parades/Special Events Application</u></p> <p style="text-align: center;">149 S Hodgden St. South P O Box 4019 Tenino, WA 98589 (360) 264-2368</p>
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Organization: Tenino Combined PTSA

Contact Person: Angela Salisbury

Address: 2731 Merideth Dr SW Tenino

Telephone 360-513-4804 Fax _____

Email a.salisburyrdh@gmail.com

It is respectfully requested that a special event permit be issued to the above named organization.

The following items of information are submitted:

- (1) Purpose of the special event/exhibition is: PTSA Trunk or Treat
- (2) Description of organizing group: Tenino School District PTSA
- (3) Date and time of special event/exhibition: Saturday Oct 28, 2022
- (4) There will be an estimated 1000+ persons, 0 animals, 0 floats, and 30-40 motor vehicles participating or engaging in the special event/exhibition.
- (5) Place, area, route or location, as applicable to the special event/exhibition: (Please attach a map or describe)
See attached map

(6) What portion of the sidewalks and streets indicated will be occupied by the special event/exhibition: E Central Ave (Blocked at Custer and S. Stage St)
Shenidan (Blocked @ Sussex)

- (7) Please provide 3 references and dates of last 3 events/exhibitions:
- 1) Trunk or Treat 2022
 - 2) Twinkle Tour 2022
 - 3) Fall Fest 2022

(8) Are any temporary structures going to be erected? Yes ___ No If yes, you must attach plans indicating clearly the (a) type of construction, (b) seating arrangements, (c) aisle arrangements, (d) structural details and calculations of the seats and supports and (e) location of all exits.

DEPARTMENT USE ONLY:

Department Approval:

Public Works Director: _____ Date: _____

Fire Marshal: _____ Date: _____

Chief of Police: _____ Date: _____

Administration: _____ Date: _____

Building Official: _____ Date: _____

Permit Approved / Denied (circle one) Date: _____

City Official: _____ Title: _____

PERMIT # 20 ____ - ____

Internal Use Only

Amount	Description	BARS	TR #	Date
\$100.00	Fee	001..322.90.00		
\$500.00	Deposit	001..389.00.00.02		
	Refund	001..586.00.00.02	Ck#	

Consent Calendar September 26, 2023 consisting of:

- **Payroll EFT's in the amount of \$47,663.03**
- **Claims Checks #31775 through #31809 in the amount of \$47,265.42.**

for a grand total of \$94,928.45

a) Liquor & Cannabis License:

CHECK REGISTER

3. City Of Tenino

Time: 14:44:56 Date: 09/26/2023

09/13/2023 To: 09/26/2023

Page: 2

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
2928	09/26/2023	Claims	5	31806	Valley Nut & Bolt	8.76	
2929	09/26/2023	Claims	5	31807	Gayle Vassar	150.00	
2930	09/26/2023	Claims	5	31808	Wells Fargo Vendor Fin Serv	448.30	
2931	09/26/2023	Claims	5	31809	Wilson Parts Corporation	333.63	
						001 General Government Fund #001	55,429.46
						002 Quarry Pool Fund #002	925.38
						101 City Street Fund #101	13,775.18
						310 Municipal Capital Imp Fund 310	6,836.40
						401 Water Fund	8,189.17
						410 Sewer Fund	9,772.86
							<hr/>
							Claims: 47,265.42
						* Transaction Has Mixed Revenue And Expense Accounts	94,928.45 Payroll: 47,663.03

WE, the members of the City Council of the City of Tenino, Thurston County, Washington, DO HEREBY certify that the merchandise or services listed above have been received and that the above listed vouchers and the related checks have been reviewed and approved for payment by the Tenino City Council.

DATED this _____ day of _____ 2023.

Clerk/Treasurer

Mayor

Councilmember

Councilmember

Councilmember

Councilmember

Councilmember

CHECK REGISTER

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
2783	09/20/2023	Payroll	5	EFT	Robert A Auderer	2,532.59	
2784	09/20/2023	Payroll	5	EFT	Veronica A Barnes	1,928.20	
2785	09/20/2023	Payroll	5	EFT	Troy LK Cannon	2,824.60	
2786	09/20/2023	Payroll	5	EFT	Rene Durand	2,045.55	
2787	09/20/2023	Payroll	5	EFT	Brent L Gibbs	2,644.90	
2788	09/20/2023	Payroll	5	EFT	Drew Johnson	3,473.24	
2789	09/20/2023	Payroll	5	EFT	Aaron Lee	2,829.86	
2790	09/20/2023	Payroll	5	EFT	Patrick H Maguire	2,334.04	
2791	09/20/2023	Payroll	5	EFT	Alec C McClelland	2,799.22	
2792	09/20/2023	Payroll	5	EFT	Cole Plaja	1,613.22	
2793	09/20/2023	Payroll	5	EFT	Jason M Plaja	2,420.74	
2794	09/20/2023	Payroll	5	EFT	Jessica Reeves-Rush	1,420.43	
2795	09/20/2023	Payroll	5	EFT	Maria Rodriguez	1,794.13	
2796	09/20/2023	Payroll	5	EFT	Jennifer N Scharber	2,284.01	
2797	09/20/2023	Payroll	5	EFT	Courtney N Sheldon	1,312.31	
2823	09/20/2023	Payroll	5	EFT	Timberland Bank	12,225.99	941 Deposit for Pay Cycle(s) 09/20/2023 - 09/20/2023
2932	09/26/2023	Payroll	5	EFT	WA State Dept of Retirement Systems	410.00	Pay Cycle(s) 09/20/2023 To 09/20/2023 - Deffered Comp
2933	09/26/2023	Payroll	5	EFT	WA State Dept of Retirement Systems	770.00	Pay Cycle(s) 08/20/2023 To 08/20/2023 - Deffered Comp; Pay Cycle(s) 09/05/2023 To 09/05/2023 - Deffered Comp
2896	09/26/2023	Claims	5	31775	911 Supply - Keizer	123.32	
2898	09/26/2023	Claims	5	31776	ALS Group USA, Corp	233.00	
2899	09/26/2023	Claims	5	31777	Heather & Christian Bowman	75.00	
2900	09/26/2023	Claims	5	31778	CSD Attorneys at Law	608.00	
2901	09/26/2023	Claims	5	31779	Robin Carter	100.00	RR Days Music
2902	09/26/2023	Claims	5	31780	Centralia OK Tire	76.12	
2903	09/26/2023	Claims	5	31781	Chehalis Outfitters	378.67	
2904	09/26/2023	Claims	5	31782	Cindy Compton	100.00	RR Days Music
2905	09/26/2023	Claims	5	31783	DPI Legal & Classified Publishing	30.00	
2906	09/26/2023	Claims	5	31784	Shelly Forest	301.05	307400.20 - 262 OLYMPIA ST N
2907	09/26/2023	Claims	5	31785	Gibbs & Olson Inc	12,612.01	
2908	09/26/2023	Claims	5	31786	H D Fowler Co	304.31	
2909	09/26/2023	Claims	5	31787	JBM Mechanical	1,313.42	
2910	09/26/2023	Claims	5	31788	Joe Enbody	1,300.00	
2911	09/26/2023	Claims	5	31789	Joes Refuse	355.74	Missed Payment In May
2913	09/26/2023	Claims	5	31791	Lincoln Creek Lumber	53.29	
2914	09/26/2023	Claims	5	31792	Mountain Mist Water	37.69	
2915	09/26/2023	Claims	5	31793	Olympia Highlanders Pipes/Drums	300.00	RR Days Music
2916	09/26/2023	Claims	5	31794	Tina Paull	75.00	
2917	09/26/2023	Claims	5	31795	Puget Sound Energy	4,334.14	
2918	09/26/2023	Claims	5	31796	Quill	199.93	
2919	09/26/2023	Claims	5	31797	Kaela Reuell	150.00	
2920	09/26/2023	Claims	5	31798	Right Systems Inc	7,162.00	
2921	09/26/2023	Claims	5	31799	Rosity LLC	2,000.00	
2922	09/26/2023	Claims	5	31800	Abigail Ryle	150.00	
2923	09/26/2023	Claims	5	31801	SCJ Alliance	11,346.57	
2924	09/26/2023	Claims	5	31802	Rodell Sunga	100.00	RR Days
2925	09/26/2023	Claims	5	31803	Thomas L. Meyer	2,250.00	
2926	09/26/2023	Claims	5	31804	USA BlueBook	180.47	
2927	09/26/2023	Claims	5	31805	Misty Ulrich	75.00	

File Attachments for Item:

4. Managed Service Agreement for RIGHT Systems

Recommended Action: Motion to approve Right Systems agreement



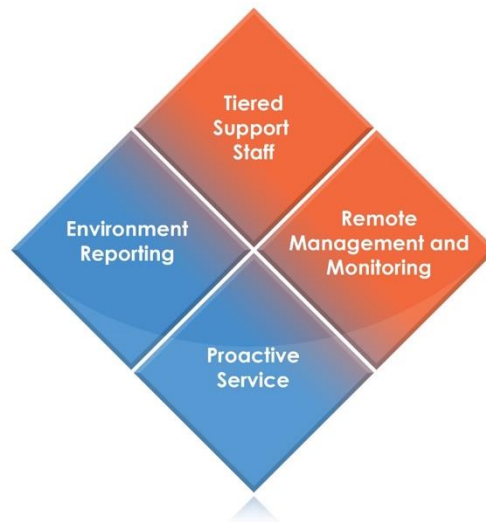
MANAGED SERVICE AGREEMENT

City of Tenino
September 18, 2023

EXECUTIVE SUMMARY

Since 1993, Right! Systems, Inc. has provided business-driven, multi-vendor IT solutions to clients worldwide. Drawing on deep industry expertise and a portfolio of interrelated consulting, application, and infrastructure services, our solutions can help you gain control of your enterprise-wide technology, increase productivity and end-user satisfaction, refocus talent and energies on your core business, and decrease total cost of ownership. Our ability to provide solutions that adapt to our customers' ever-changing markets begins with a collaborative effort that allows you to seamlessly integrate technologies to meet your changing needs. As a leading technology services company and a comprehensive provider of consulting, integration, procurement and support services, Right! Systems professionals are there every step of the way. We work directly with you to provide insightful analysis and industry-specific counsel on strategy, best-practices, technology and management; from the design stage through implementation and beyond you can be sure we have a solution that will work for you.

THE RSI SUPPORT DIAMOND



Tiered Support Staff:

RSI utilizes a 3-tiered support staff of local engineers based in the Pacific Northwest. Our tiers are designed to help our customers get access to the engineering resources they need- right when they need it.

Remote Management and Monitoring

At the core of RSI's managed service practice is our remote management platform. RSI is able to monitor and alert on thresholds defined by both RSI and the customer utilizing 3rd party tools. This allows our support staff to actively monitor your environment and make sure everything is running as expected. Alert histories are preserved as allowed by each tool, allowing us to look at trends, and forecast possible outages in the future.

Environment Reporting

Included with all RSI managed service contracts is your company's entitlement to reports delivered on a regular basis.

Proactive Service

Utilizing all the previously outlined areas of RSI's managed service practice, Right Systems is able to get ahead of issues we see on the horizon. We look at your infrastructure's service dashboards each day and notate areas that might pose potential issues down the road. We prefer to deal with issues from a proactive perspective, making recommendations for upgrades and future projects when applicable, rather than rely solely on reactive.

SCOPE OF OFFERING

The following section defines the activities, services levels and procedures associated with the Managed Service offering for City of Tenino. For further definition of what is included in coverage, see Appendix A – Coverage and Current Equipment.

Supported Locations and Users	
City of Tenino Tenino Police Department	Up to 50 Total users

Supported Devices/	
Microsoft Azure Tenant, Cloud Infrastructure, and Virtual Machines	YES
Network device monitoring, patching and support including wireless, wired switching, and firewalls	YES
Desktops: PC's and Laptops Thin Clients for Virtual Desktop Delivery	YES
Microsoft & Office 365 Subscriptions for Email & Office suite Apps, Security, Patching & App Delivery	YES
End User Productivity Support	YES

Services	
Microsoft CSP License Management	YES
Proactive Management	8am-5pm, Monday-Friday
24x7x365 monitoring & critical issue support	YES
On Demand Monthly Reporting	YES
Quarterly Business Reviews	YES
Vendor Management Microsoft Nerdio IGEL Fortinet Meraki Mimecast Sentinel One TCOMM Tenino Telephone BIAS 11:11 Systems	YES
Patching of supported technology	Mutually agreeable schedule
System upgrades	Mutually agreeable schedule
Backup Management	Mutually agreeable schedule

	Service
Onboarding	<ul style="list-style-type: none">• Project kickoff call with City of Tenino and RSI Engineering to review SOW, project goals, expectations and timeline• Obtain and review existing documentation. Enhance and update documentation where required• Inventory all systems covered by contract• Perform review of key technology areas• Stage 1- Network Deployment<ul style="list-style-type: none">○ City Hall<ul style="list-style-type: none">▪ Configure and install HA pair of Fortigate firewalls▪ Configure SDWAN to support two ISP connections with local internet handoff▪ Create site-to-site VPN tunnel to Azure▪ Test connectivity○ Public Works<ul style="list-style-type: none">▪ Configure and install Fortigate firewall▪ Create site-to-site VPN tunnel to Azure▪ Configure local internet handoff▪ Test connectivity○ Quarry House<ul style="list-style-type: none">▪ Configure and install Fortigate firewall▪ Configure switch ports on Fortigate for two access points▪ Create site-to-site VPN tunnel to Azure▪ Test connectivity○ Police<ul style="list-style-type: none">▪ Create site-to-site VPN tunnel to Azure▪ Create site-to-site VPN tunnel from TCOM and Azure▪ Test connectivity○ Configure four Cradlepoint routers for police vehicles<ul style="list-style-type: none">▪ Test and validate connectivity○ Provide documentation and environment turnover to Managed Services• Stage 2 – Microsoft Azure Deployment<ul style="list-style-type: none">○ Configure Microsoft Azure tenant<ul style="list-style-type: none">▪ Create new Azure tenant▪ Optimize and secure Azure tenant

- Create VPN connection between on premise network and Azure
- Migrate on-premises Virtual Machines to Azure
 - Domain Controllers (City of Tenino)
 - File Servers (City of Tenino and Tenino Police Department)
 - Application Server (City of Tenino)
- Create Utility Server
- Deploy Virtual Desktop (VDI) environment
 - Perform base Nerdio configuration and integration
 - Perform base IGEL configuration
 - Configure FSLogix profile management
 - Create master Windows 10/11 multi-user image(s) with applications
 - Configure Nerdio for Pooled Desktop delivery
 - Review existing master image for configuration and optimization. Optimize for virtual delivery
 - Create image management process and required number of Virtual Desktops
 - Configure Microsoft Policies as required
 - Optimize the environment per best practices for VDI delivery
- Migrate Tenino Police Department users from current domain to City of Tenino domain
 - User accounts
 - Email
- Configure home folder redirection to OneDrive
- Migrate users from physical Windows delivery to virtual desktop on a user-by-user basis
- Perform turnover with Managed Services support team for each work effort outlined in the SOW

Assumptions:

- All equipment will be on current supported versions of software from the OEM
- All hardware on contract will be supportable by the OEM
- All core infrastructure equipment will have OEM support available and current maintenance
- Environment is currently stable and up to best practices

	<ul style="list-style-type: none">• Documentation on current state will be provided by customer including: network diagram, current directory structure, configuration workbooks, vendor and phone contacts, full inventory of covered equipment• If RSI need to update, upgrade, or replace any systems to meet the above standards, then additional charges for equipment and services will be charged via a change request or addendum to this contract
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	Support
Standard Operating Procedure	<ul style="list-style-type: none">• Tickets are defined as issues and problems that are user-impacting and not administrative in nature.• Tickets can be initiated via email or phone, from technical contacts previously designated by the customer.• Tickets will be addressed by severity.• Tickets may be auto generated from the RSI monitoring and management solution.• Vendor-initiated communication will be determined and managed by RSI based on ticket cause and severity.• Tickets determined not to be related to the managed technologies will be sent back to City of Tenino. Repeated events where tickets are not related to supported equipment may result in additional charges or termination of the agreement.• Proactive Change Management. As determined by RSI, with schedule and approval coordinated by City of Tenino, RSI may perform changes necessary to maintain the appropriate level of service in the environment.• Backup Checks weekly• Emergency Change Management. For changes necessary to resolve user impacting system outages or other emergency situations where immediate action is required to prevent a user impacting outage, approval is granted retroactively by the customer. After the emergency or outage situation has been resolved, RSI will promptly notify the customer contacts and provide sufficient detail regarding the issues, the changes implemented, and the recommended preventative measures.• It is understood that any services requested by City of Tenino that fall outside of the terms of this agreement will be quoted and billed as separate services. Services will be billed at the agreed to rates for hourly work outlined in the pricing section of this document• City of Tenino grants RSI authorization to view any data within the regular routine of the repair and support of the environment. City of Tenino also authorizes RSI to reasonably delete, change, and/or rewrite any necessary information to complete the system repair or support that is consistent with the standards and practices in the industry.

Proactive Monitoring tasks done monthly include the following for in-scope systems:

- Datacenter/Cloud:
 1. View the Drive Detail Automate report for servers and create tickets for devices needing attention.
 2. View the patch compliance report for servers and create tickets for devices needing Windows updates. If a device is struggling to update, create a ticket and schedule during planned monthly maintenance.
 3. Perform cursory review of server event logs and act where appropriate.
 4. Check all storage devices (Servers, SAN, NAS)
 5. Verify and update hypervisor
 5. Update documentation, create follow-up tickets

- Network:
 1. Check networking device health
 - a) Firewall
 - b) Switches
 - c) APs
 2. Check for firmware updates. Note any changes. Schedule updates if required.

- EUC:
 1. Review and validate Citrix environment. Update if necessary
 2. Review prior month tickets to identify recurring tickets and themes.
 3. Review cloud environment and endpoint management
 4. Update documentation, create follow-up tickets

- Security:
 1. Check AV portal for any threats on network. Create ticket and address immediately if threats are found.
 2. Review servers in AD and make sure AV is installed. If servers do not have the agent installed, schedule time with the customer to install.
 3. Review security products (MFA, S1, etc..)
 4. Update documentation, create follow-up tickets

MANAGED SERVICES SLO'S				RESPONSE TIME	ESCALATION
		8:00 AM - 6:00 PM PST	Service not available (all users affected)	Critical	
Significant degradation of service (large number of users affected)	High			15 minutes	1 hour
Limited degradation of service	Medium			15 minutes	1 day
Small service degradation (business process can continue)	Low			15 minutes	2 days
Reserved for special requests / changes	No SLO			~	~
				RESPONSE TIME	ESCALATION
After hours, Weekends, Federal Holidays	Service not available (all users affected)	Critical		1 hour	1 hour
	Significant degradation of service (large number of users affected)	High		1 hour	2 hours
	Limited degradation of service	Medium		1 hour	2 days
	Small service degradation (business process can continue)	Low		1 hour	3 days
	Reserved for special requests / changes	No SLO		~	~

Support	
Ticket Priority Levels	<ul style="list-style-type: none"> • Priority level 1 tickets are for errors or defects that render the supported environment (or any portion thereof) inoperative, or materially impairs the use of the environment for the entire company (all users and functions unavailable). • Priority level 2 tickets are for errors or defects that substantially impair the use of the environment (large number of users or business critical functions affected). • Priority level 3 means an error that has some impact on the performance or operation of the environment (limited number of users or functions affected, business process can continue). • Priority level 4 classifies a small service degradation (business process can continue, one user affected). • Priority level 5 is reserved for requests for change to the existing environment. • Hardware failure resolution time will be dependent on vendor hardware warranty status and terms. • Customer-led changes in the environment that lead to service tickets may result in additional charges

Support	
Support Tiers	<p>TIER 0 – Customer Technical Contacts</p> <ul style="list-style-type: none"> All Managed Service requests begin in Tier 0, where the initial request is formulated, either from the customer’s end user or the customer’s technical support. In the case of the end user, the issue is escalated to in-house technical support, if applicable, or a designated Customer Technical Contact. Basic troubleshooting and documentation of the issue is provided by in-house support and Tier 0 escalates to RSI Tier 1 when an issue cannot be resolved internally. <p>TIER 1 – RSI Support Services</p> <ul style="list-style-type: none"> All incidents that need escalation from Tier 0 route through RSI’s Tier 1 technicians. Via email or phone, our Tier 1 resources triage the service ticket and either resolve it immediately or route to the next tier. RSI’s Tier 1 will perform routine discovery on the issue and possibly escalate directly to vendor support, if applicable. RSI will deliver Tier 1 technical support to the Customer Technical Contacts (Tier 0). <p>TIER 2 – RSI Support Services</p> <ul style="list-style-type: none"> Complex assistance and troubleshooting of service tickets will be performed by the Tier 2 engineers. Tier 1 is responsible for all escalation of tickets to Tier 2. Our experienced, certified engineers can also perform ongoing administration as described in the offering above. RSI will deliver Tier 2 technical support to the Customer Technical Contacts (Tier 0). <p>TIER 3 – RSI Project Services / Subject Matter Experts</p> <ul style="list-style-type: none"> Any tickets that cannot be resolved by Tier 1 or Tier 2 are escalated to RSI’s Tier 3, which includes our resident, certified Subject Matter Experts. Our Tier 3 resources have over 10 years of experience supporting large complex environments. Escalation to Tier 3 is at the discretion of Tier 1 and Tier 2 resources. Collaboration with vendor Technical Support and other 3rd party vendors may be applicable in some instances. RSI will deliver Tier 3 technical support through Tier 1 and Tier 2 resources, who will interact directly with the Customer Technical Contacts (Tier 0).

	Support
<p>Service Escalation Procedure</p>	<p>Origin of Issue</p> <ol style="list-style-type: none"> 1. Support Request is received 2. Ticket is created 3. Issue is identified 4. Issue is qualified to determine if it can be resolved through TIER 1 support <p>If issue can be resolved through TIER 1</p> <ol style="list-style-type: none"> 5. Issue is worked to successful resolution 6. Issue is verified to be resolved 7. Ticket is marked “complete”, and customer notified <p>If issue cannot be resolved through TIER 1</p> <ol style="list-style-type: none"> 8. Issue is escalated to TIER 2 9. Issue is qualified to determine if it can be resolved through TIER 2 support <p>If issue can be resolved through TIER 2</p> <ol style="list-style-type: none"> 10. Issue is worked to successful resolution 11. Issue is verified to be resolved 12. Ticket is marked “complete”, and customer notified <p>If issue cannot be resolved through TIER 2</p> <ol style="list-style-type: none"> 13. Issue is escalated to TIER 3 <p>If issue can be resolved through TIER 3</p> <ol style="list-style-type: none"> 14. Issue is worked to successful resolution 15. Issue is verified to be resolved 16. Ticket is marked “complete”, and customer notified

Managed Backup and Continuity Service (BaaS)	
Backup Management	<ol style="list-style-type: none">1. Review Backups weekly2. Confirm success of backups across environment<ul style="list-style-type: none">o Vendor escalation for errors3. Daily backups will be run with a 30 day retention period.4. Monthly reports will be provided on backup success <p>Please Note: Mass restores (entire servers or directories) will incur an egress charge from Azure which will be charged at actual rates to City of Tenino</p>

OUT OF SCOPE TECHNOLOGIES AND SERVICES

Any technologies other than those specifically noted in the Scope of Offering section of this proposal are not included as part of this agreement.

Providing information for internal audits and reviews required by compliance either internal or third-party requests including but not limited to Cyber Insurance information, Financial audits, CJIS compliance requests, etc.

AGREEMENT PRICING AND CONDITIONS

The following table represents the firm committed pricing related to this managed service. This agreement is effective upon the date signed and shall remain in force for a period of **three (3) years**, to be reviewed at the customer’s request and the annual anniversary date, to address any necessary adjustments or modifications. Should adjustments or modifications be required that affect the monthly price for the services rendered under this agreement, these will be negotiated and agreed upon by City of Tenino and RSI in advance.

RECURRING CHARGES

Offering	Length of Contract	Price Per Month (Excludes cloud usage services)
Managed Services	36 Months	\$8,000.00
Subscription licenses included in above Managed Services	LogicMonitor ConnectWise Automate Nerdio SentinelOne 11:11 Mimecast	
Billed In addition monthly based on actual consumption	Microsoft 365 E3, Month to Month Microsoft Azure Consumption	

***Periodic price changes to subscriptions from OEMs if required based on OEM announced cost increase will be discussed with City of Tenino and an addendum written if required.**

Onboarding

Onboarding is being provided as a fixed-fee engagement. This will be bill upon completion of onboarding tasks.

Service	Price
Managed Services Onboarding	\$37,400.00

Upon receipt of this signed agreement, RSI will begin the onboarding process. Upon successful completion of onboarding, RSI will then begin taking tickets and support at the date commensurate with the completion of onboarding.

Upon completion of the onboarding, RSI will issue an invoice for the first month's coverage as defined by the completion date of onboarding.

*****Annual Price Adjustments.** Commencing one year after the Effective Date of this Agreement, and at each subsequent anniversary thereof, RSI shall increase the monthly rate by 3% over the previous year's monthly rate.

This agreement automatically renews for a subsequent one (1) year term beginning on the day immediately following the end of the previous term, unless either party gives the other sixty (60) day's prior written notice of its intent not to renew.

Cloud Usage Services: Prices billed for a service or item based on City of Tenino consumption or usage, rather than a fixed price for a specified service, item, or period of time. City of Tenino is required to pay for the services or items used in Azure ("usage-based services"). Usage-based services include, but are not limited to, Virtual Servers (per Virtual Server), Virtual CPU's (per virtual CPU), Memory (RAM, per GB), Storage (per GB), and data ingress/egress

Subscription services will be billed one month in arrears for any subscription services and will be based on actual usage.

Hourly Services Rates

If project or support services are performed beyond the scope of the managed services agreement, they will be billed at the following rates. For project work, fixed-fee scopes can also be created.

Role	Hourly Rate	After Hours and Holiday Rates
Service Desk Technician	\$125.00	\$200.00
Service Desk Engineer	\$165.00	\$300.00
Practice Engineer	\$200.00	\$350.00
Senior Practice Engineer	\$250.00	\$350.00
Practice Lead/CISO	\$400.00	\$600.00
Project Coordinator	\$125.00	\$125.00
Project Manager	\$175.00	\$175.00

TERMS AND CONDITIONS

I. PURPOSE AND MEANING OF SIGNATURES

City of Tenino signature on this document indicates that City of Tenino agrees that the content, terms, conditions, and deliverables contained herein accurately reflect the services required by City of Tenino. City of Tenino decision to purchase the services described will be based on this document in its entirety. RSI signature on this document indicate that RSI's obligation to undertake the services as defined in this Statement of Work, in the time frames described herein effective as of the date of City of Tenino decision to purchase and providing that City of Tenino provides appropriate purchase/payment commitments.

II. WARRANTIES

RSI Warranties. RSI represents and warrants that (a) RSI has the power and authority to enter into and perform its obligations under this Agreement, and (b) RSI's Services under this Agreement shall be performed in a workmanlike manner in accordance with the highest standards of quality, shall conform strictly to the requirements as set forth in this agreement, and shall be fit for their intended uses. RSI shall take all reasonable precautions to protect the equipment and data of City of Tenino against loss, damage, theft or disappearance while in the care, custody, or control of RSI, its representatives, agents, and subcontractors. City of Tenino Warranties. City of Tenino represents and warrants that it has the power and authority to enter into and perform its obligations under this Agreement.

Disclaimer of Warranty. Except for the limited warranty set forth previously, RSI makes no warranties hereunder, and RSI expressly disclaims all other warranties, express or implied, including, without limitation, warranties of merchantability and fitness for a particular purpose.

III. INVOICING AND PAYMENT

Payment. All invoices are to be paid to RSI in net 30 days. In addition, RSI and City of Tenino mutually agree to a progressive invoicing schedule on bi-weekly basis. If City of Tenino requires a purchase order to process payments, please provide a purchase order number during signature of this agreement.

Late Payment. City of Tenino shall pay to RSI all undisputed fees within 30 days of the date of the applicable RSI invoice. If City of Tenino fails to pay any undisputed fees within 30 days from the date of an invoice, where applicable, late charges of 1.5% per month or the maximum allowable under applicable law shall also become payable by City of Tenino to RSI. In addition, failure of City of Tenino to fully pay any undisputed fees within forty-five 45 days after the applicable due date shall be deemed a material breach of this Agreement, justifying suspension of the performance of the Services by RSI, and will be

sufficient cause for immediate termination of this Agreement by RSI. Any such suspension does not relieve City of Tenino from paying past undisputed due fees plus interest and in the event of collection enforcement, City of Tenino shall be liable for any costs associated with such collection, including, but not limited to, legal costs, attorneys' fees, court costs and collection agency fees.

Taxes. In any case or jurisdiction where RSI is required to charge tax for services provided pursuant to this Agreement, RSI shall invoice to and collect from City of Tenino, and remit, such sales tax. Each party shall be responsible for any other taxes assessed against it.

IV. NO HIRE

During the course of this project and for a period of twelve months following the conclusion of this SOW, City of Tenino shall not directly or indirectly hire, solicit, or encourage RSI employees or contractors to leave the employment of RSI in an effort to gain employment with City of Tenino.

V. CONFIDENTIAL INFORMATION

Each party agrees that during the course of this Agreement, information that is confidential or reasonably understood to be proprietary, trade secret or similar designation due to its nature and circumstances of disclosure, may be disclosed to the other Party, including, but not limited to, software, technology, technical processes and formulas, source codes, business and product plans, email, voicemail, wireless communications, firewalls, passwords and other business, personal, or unique identifiers ("Confidential Information"). Confidential Information shall not include information that the receiving Party can demonstrate (a) is, as of the time of its disclosure, or thereafter becomes part of the public domain through a source other than the receiving Party, (b) was known to the receiving Party as of the time of its disclosure, (c) is independently developed by the receiving Party, or (d) is subsequently learned from a third party not under a confidentiality obligation to the providing Party. Except as provided for in this Agreement, each Party shall not make any disclosure of the Confidential Information to anyone other than its employees who have a need to know in connection with this Agreement. Each Party shall notify its employees of their confidentiality obligations with respect to the Confidential Information and shall require its employees to comply with these obligations. The confidentiality obligations of each Party and its employees shall survive the expiration or termination of this Agreement. Neither party shall disclose, advertise, or publish the terms and conditions of this Agreement without the prior written consent of the other party. Any press release or publication regarding this Agreement is subject to prior review and written approval of the parties.

VI. **LICENSE AND PROPRIETARY RIGHTS**

Proprietary Rights of City of Tenino. As between City of Tenino and RSI, City of Tenino information shall remain the sole and exclusive property of City of Tenino, including, without limitation, all copyrights, trademarks, patents, trade secrets, and any other proprietary rights. City of Tenino hereby grants to RSI a non-exclusive, worldwide, royalty-free license for the duration of this Agreement to edit, modify, adapt, translate, exhibit, publish, transmit, participate in the transfer of, reproduce, create derivative works from, distribute, perform, display, and otherwise use City of Tenino information as necessary to render the Services to City of Tenino under this Agreement.

Proprietary Rights of RSI. All materials, including but not limited to any computer software (in object code and source code form), data or information developed or provided by RSI or its suppliers under this Agreement, and any know-how, methodologies, equipment, or processes used by RSI to provide the Services to City of Tenino, including, without limitation, all copyrights, trademarks, patents, trade secrets, and any other proprietary rights inherent therein and appurtenant thereto (collectively "RSI Materials") shall remain the sole and exclusive property of RSI or its suppliers. To the extent, if any, that ownership of the RSI Materials does not automatically vest in RSI by virtue of this Agreement or otherwise, City of Tenino hereby transfers and assigns to RSI all rights, title and interest which City of Tenino may have in and to the RSI Materials. City of Tenino acknowledges and agrees that RSI is in the business of providing network protection services, and that RSI shall have the right to provide to third parties' services which are the same or similar to the Services, and to use or otherwise exploit any RSI Materials in providing such services.

VII. **INDEMNIFICATION**

Both parties agree to indemnify, defend, and hold harmless the other party, its directors, officers, affiliates, employees and agents, and defend any action brought against same with respect to any claim, demand, cause of action, debt or liability, including reasonable attorneys, fees, to the extent that such action is based upon a claim that: (i) if true, would constitute a breach of any of the indemnifying party's representations, warranties, or agreements hereunder; (ii) arises out of the indemnifying party's negligence or willful misconduct; or (iii) hereunder results or arises from a party's violation of the law or any rights of third parties, including without limitation, rights of publicity, rights of privacy, patents, copyrights, trademarks, trade secrets, and/or licenses.

Notice: In claiming any indemnification hereunder, the indemnified Party shall promptly provide the indemnifying party with written notice of any claim which the indemnified party believes falls within the scope of the foregoing paragraphs. The indemnified party may, at its own expense, assist in the defense if it

so chooses, provided that the indemnifying Party shall control such defense and all negotiations relative to the settlement of any such claim and further provided that any settlement intended to bind the indemnified Party shall not be final without the indemnified Party's written consent, which shall not be unreasonably withheld.

VIII. **LIMITATION OF LIABILITY**

Except for instances of RSI negligence or willful misconduct, RSI shall have no liability for unauthorized access to, or alteration, theft or destruction of, City of Tenino data files, programs or information through accident, fraudulent means, or devices. Neither party shall have liability for consequential, exemplary, special, incidental, or punitive damages even if RSI has been advised of the possibility of such damages.

Except for instances of RSI negligence or willful misconduct, the liability of RSI to City of Tenino for any reason and upon any cause of action shall be limited to the amount actually paid to RSI by City of Tenino under this Agreement during the four (4) months immediately preceding the date on which such claim occurred.

IX. **TERMINATION AND RENEWAL**

Term. This Agreement shall be effective when signed by the Parties and thereafter shall remain in effect for ninety (90) days or until the completion of this service engagement, unless earlier terminated as otherwise provided in this Agreement.

Termination. Either party may terminate this Agreement if a bankruptcy proceeding is instituted against the other Party which is acquiesced in and not dismissed within sixty (60) days, or results in an adjudication of bankruptcy, or the other Party materially breaches any of its representations, warranties or obligations under this Agreement, and such breach is not cured within ten (10) days of receipt of notice specifying the breach. Either party may terminate this Agreement at any time and for any reason by providing written notice of termination to the other party and a pro rata portion of the fees will be paid to RSI for Services not yet rendered on the date of termination.

Termination and Payment. Upon any termination or expiration of this Agreement, City of Tenino shall pay all unpaid and outstanding fees through the effective date of termination or expiration of this Agreement.

X. **MISCELLANEOUS**

Entire Agreement. This Agreement and attached Schedules constitute the entire agreement between City of Tenino and RSI with respect to the subject matter hereof and there are no representations, understandings or agreements which are not fully expressed in this Agreement.

Cooperation. The Parties acknowledge and agree that successful completion of the Services shall require the full and mutual good faith cooperation of each of the Parties.

Independent Contractors. RSI and its personnel, in performance of this Agreement, are acting as

independent contractors and not employees or agents of City of Tenino.

Amendments. No amendment, change, waiver, or discharge hereof shall be valid unless in writing and signed by the Party against which such amendment, change, waiver, or discharge is sought to be enforced.

Customer Identification. RSI may use the name of and identify City of Tenino as an RSI Customer in advertising, publicity, or similar materials distributed or displayed to prospective RSI Customers.

Force Majeure. Except for the payment of fees by City of Tenino, if the performance of any part of this Agreement by either Party is prevented, hindered, delayed or otherwise made impracticable by reason of any flood, riot, fire, judicial or governmental action, labor disputes, act of God or any other causes beyond the control of either Party, that Party shall be excused from such to the extent that it is prevented, hindered or delayed by such causes.

Washington Law. This Agreement shall be governed in all respects by the laws of the State of Washington without regard to its conflict of law's provisions, and City of Tenino and RSI agree that the sole venue and jurisdiction for disputes arising from this Agreement shall be the: appropriate state or federal court located in the City of Seattle, and City of Tenino and RSI hereby submit to the jurisdiction of such courts.

Assignment. Both parties shall not assign, without the prior written consent of the other party, its rights, duties or obligations under this Agreement to any person or

entity, in whole or in part, whether by assignment, merger, transfer of assets, sale of stock, operation of law or otherwise, and any attempt to do so shall be deemed a material breach of this Agreement.

Waiver. The waiver of failure of either Party to exercise any right in any respect provided for herein shall not be deemed a waiver of any further right hereunder.

Severability. If any provision of this Agreement is determined to be invalid under any applicable statute or rule of law, it is to that extent to be deemed omitted, and the balance of the Agreement shall remain enforceable.

Counterparts. This Agreement may be executed in several counterparts, all of which taken together shall constitute the entire agreement between the Parties hereto.

Headings. The section headings used herein are for reference and convenience only and shall not enter into the interpretation hereof.

Approvals and Similar Actions. Where agreement, approval, acceptance, consent or similar action by either Party hereto is required by any provision of this Agreement, such action shall not be unreasonably delayed or withheld.

Survival. All provisions of this Agreement relating to City of Tenino warranties, confidentiality, non-disclosure, proprietary rights, and limitation of liability, City of Tenino indemnification obligations, and payment obligations shall survive the termination or expiration of this Agreement.

ADDITIONAL TERMS FOR MANAGED BACKUP AND CONTINUITY SERVICES OFFERING IF SELECTED

Managed Backup and Continuity Services

The following additional special terms and conditions apply when Managed Backup and Continuity Services ("Backup Service", or "BaaS") is accepted as part of the Managed Services Agreement (MSA).

General Terms

Right! Systems, Inc. ("Right! Systems") will provide Backup as a Service (BaaS) during the term of the applicable Managed Services Agreement consisting of cloud-based backup and recovery services in connection with City of Tenino use of Proprietary Software or with City of Tenino use of Proprietary Hosted Services (collectively, "Software").

Backup and recovery services for Right! Systems, Inc. Cloud Servers, Managed Backup for Microsoft Azure Virtual Machines, and Managed Backup for Microsoft Office 365 Exchange Online and SharePoint Online services may be provided in connection with City of Tenino use of Software and cloud-based services.

Backup and recovery services of on-premise, physical and virtual servers may be provided in connection with City of Tenino use of Right! Systems, Inc. BaaS solution.

Right! Systems agrees to provide up to 30 days of cloud-based backup as part of this BaaS offering, with one (1) daily backup created at a mutually agreed upon time between Right! Systems and customer. Recovery of data and systems from Right! Systems' BaaS will be done on an as needed basis, with best effort applied to meet mutually agreed upon Service Level Objectives.

Recovery testing will be a separate, scheduled service and billed out an agreed upon hourly rate.

Right! Systems will not be responsible for or guarantee viability, accessibility, recoverability, or integrity of any data or systems provided by customer under this BaaS agreement.

Security

Right! Systems, Inc. agrees to hold confidential all of City of Tenino data in its possession, exercising the same degree of care that a company utilizing industry-accepted business practices would exercise with similar data of its own.

Right! Systems, Inc. will implement reasonable security and environmental precautions to promote an appropriate level of system availability and data protection and recovery.

License

Right! Systems, Inc. grants you a non-exclusive, non-transferable license to use the Software solely for City of Tenino internal business purposes and in accordance with this Agreement.

Right! Systems, Inc. does not convey any intellectual property rights of ownership of the Software, including all

copyrights and other intellectual property rights vested in the Software, and all modifications to the Software (including derivative works), and changes to the Software made during the Agreement. In no event will title to all or any part of the Software pass to you.

You agree that, as between the Parties, the Software (in whole or part) remains the exclusive property of Right! Systems, Inc. and may not be copied or used except as expressly authorized by this Agreement. Any rights not expressly granted to you under this Agreement are retained by Right! Systems, Inc..

You acknowledge and agree that you are acquiring only the right to use the Software during the term of the Agreement, and you will not, and will not permit others to modify, customize, reverse engineer, reverse assemble, or reverse compile the Software or any part thereof.

When the Software used in the service is produced or manufactured by an entity other than Right! Systems, Inc., and you interact with the Software, you agree to separately obtain and independently adhere to all applicable terms of use of the Software, as may be published and periodically updated by the Software manufacturer.

Use

You are responsible for any communication costs associated with the connection between City of Tenino site and third-party data services, and between City of Tenino hosted infrastructure and third-party data services.

You must implement reasonable security and environmental precautions to ensure a high level of system availability and data protection and recovery if not managed by Right! Systems Managed Services

You covenant and agree that you will not place any data in Right! Systems, Inc.'s offsite storage that (i) infringes the intellectual property rights or privacy rights of any third party, (ii) violates any law, statute, ordinance or regulation, (iii) is defamatory, libelous, unlawfully threatening or harassing,

(iv) is obscene, or contains any viruses, Trojan horses, malware, worms, time bombs, cancel bots or other programming routines that are intended to or have the effect of damaging, detrimentally interfering with, surreptitiously intercepting, or expropriating any system, data or personal information. You will defend, indemnify and hold Right! Systems, Inc. harmless against any third party claim, suit or proceeding alleging any breach of these covenants.

Right! Systems, Inc. reserves the right to limit or restrict off-site data retention if, as determined by Right! Systems, Inc., you engage in any activity or use the off-site retention in a manner that: (i) adversely impacts Right! Systems, Inc.; (ii) results in excessive bandwidth or storage usage; or (iii)

harms, disrupts, or otherwise diminishes the Right! Systems, Inc. brand, services, network, or computer system.

Warranty and Limitation of Liability

You acknowledge that you are responsible for determining whether the Backup Service is appropriate for City of Tenino data protection needs.

You agree to contact Right! Systems, Inc. immediately if you believe that the Software is not functioning according to standard written specifications.

You acknowledge that many factors contribute to successful recovery of data and agree that Right! Systems, Inc. cannot guarantee recovery of any data and that any assistance provided by Right! Systems, Inc. in recovering data is provided on a best-efforts basis.

Right! Systems, Inc.'s sole warranty is that the Backup Service substantially complies with any standard specifications provided in writing by Right! Systems, Inc.. City of Tenino sole and exclusive remedy, and Right! Systems, Inc.'s entire liability under this Agreement is limited to the following: (i) Right! Systems, Inc. will use reasonable commercial efforts to correct any substantial noncompliance with the above warranty; and (ii) if such non-compliance cannot be corrected after using commercially reasonable efforts, you may terminate the Agreement and receive a refund of any amounts paid since the time of the non-compliance.

EXCEPT FOR THE LIMITED WARRANTY IN THE PARAGRAPH IMMEDIATELY ABOVE, RIGHT! SYSTEMS, INC. MAKES NO WARRANTIES, EXPRESS, IMPLIED, OR STATUTORY, REGARDING THE BACKUP SERVICE OR THE SOFTWARE, INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, NON-INFRINGEMENT, WORKMANLIKE EFFORT, AND NEGLIGENCE. YOU ACKNOWLEDGE YOU HAVE RELIED ON NO WARRANTIES WITH RESPECT TO THE BACKUP SERVICE OR THE SOFTWARE IN ENTERING INTO THIS AGREEMENT. IN NO EVENT WILL RIGHT! SYSTEMS, INC. BE LIABLE FOR ANY CONSEQUENTIAL, INDIRECT, INCIDENTAL, EXEMPLARY, PUNITIVE, SPECIAL, ECONOMIC, EXPECTANCY, RELIANCE, RESTITUTIONARY, OR PROPERTY DAMAGES WHATSOEVER, INCLUDING ANY DAMAGES FOR LOSS OF DATA, LOST BUSINESS PROFITS, LOST REVENUE, BUSINESS INTERRUPTION, OR OTHER PECUNIARY LOSS ARISING FROM OR RELATING TO THE AGREEMENT. FURTHER, IN NO EVENT SHALL RIGHT! SYSTEMS, INC.'S TOTAL CUMULATIVE LIABILITY IN CONNECTION WITH THE AGREEMENT EXCEED THE AMOUNT OF FEES AND AMOUNTS YOU PAID UNDER THE BACKUP SERVICE AGREEMENT. YOU ACKNOWLEDGE THAT THE AMOUNTS PAID UNDER THE BACKUP SERVICE AGREEMENT REFLECT THE ALLOCATION OF RISK SET FORTH IN THE AGREEMENT AND THAT RIGHT! SYSTEMS, INC. WOULD NOT ENTER INTO THE AGREEMENT WITHOUT THESE LIMITATIONS ON ITS

LIABILITY. NO CLAIM MAY BE ASSERTED BY EITHER PARTY AGAINST THE OTHER WITH RESPECT TO ANY EVENT, ACT, OR OMISSION THAT OCCURRED MORE THAN ONE YEAR PRIOR TO SUCH CLAIM BEING ASSERTED.

YOU HEREBY COVENANT NOT TO SUE, AND YOU WAIVE, DISCHARGE, AND RELEASE RIGHT! SYSTEMS, INC. FROM ANY AND ALL LIABILITY FOR ANY AND ALL LOSS OR DAMAGE TO City of Tenino ELECTRONIC DATA ARISING OUT OF, CAUSED BY, OR RELATED IN ANY WAY TO HOW YOU BACKED UP THE ELECTRONIC DATA.

You release Right! Systems, Inc. from any liability for loss of productivity resulting from or concurrent with the failover as part of this Agreement.

Service Suspension and Data Forfeiture

Right! Systems, Inc. may suspend Backup Service if you do not pay all amounts due on or before the due date of each related invoice. If payment is not received, Right! Systems, Inc. will notify you of non-payment and that City of Tenino service will be suspended. If payment is still not received within thirty (30) days following the non-payment notice, Right! Systems, Inc. may suspend service without further notice. If Right! Systems, Inc. does not receive payment within sixty (60) days of the non-payment notice, Right! Systems, Inc. may terminate City of Tenino services, remove stored data without additional notice, and is under no obligation to provide the forfeited data in any form nor via any means.

Termination

Upon termination, you must promptly pay any amounts due and owing to Right! Systems, Inc. and return the Software. If Software has been installed on a device, you must promptly uninstall the Software and at Right! Systems, Inc.'s sole discretion, either destroy or return all Software copies and documentation. You will certify to Right! Systems, Inc. in writing within five (5) business days following the termination date that you have so complied and that no Software is being used or retained on any of City of Tenino computers or storage devices. If any Rented Equipment is related to the Services in this Backup Services Agreement, City of Tenino obligation with respect to such Rented Equipment shall be solely governed by the Equipment Rental Agreement as specified in the Managed Services Agreement governing this Service. You understand that upon termination all City of Tenino data, including any data maintained in a Right! Systems, Inc. data center, will be deleted.

Governance

This Agreement is not governed by the United Nations Convention on the International Sale of Goods, the application of which is expressly excluded. The Software is subject to the customs and export control laws and regulations of the United States and may be

subject to the customs and export laws and regulations of the country in which the products are manufactured or received. If the Software is licensed for use outside of the United States, you agree to comply fully with all relevant export laws and regulations of the United States and the country or territory in which the Proprietary Software is used, to assure that neither the Software, nor any direct product thereof, are exported, directly or indirectly, in violation of such laws. Under United States law, the Software may not be sold, leased or otherwise transferred to restricted

countries, or used by a restricted end-user or an end-user engaged in activities related to weapons of mass destruction.

If you are a branch or agency of the United States Government, the following provision applies: As defined in

FAR section 2.101, DFAR section 252.227-7014(a)(1) and DFAR section 252.227- 7014(a)(5) or otherwise, all Software and accompanying documentation provided by Right! Systems, Inc. are “commercial items,” “commercial computer software,” and/or “commercial computer software documentation.” Consistent with DFAR section 227.7202 and FAR section 12.212, any use, modification, reproduction, release, performance, display, disclosure, or distribution thereof by or for the US. Government is governed solely by the terms of the Agreement and is prohibited except to the extent expressly permitted by the terms of the Agreement.

AGREEMENT

i *The signatures below indicate that Right! Systems, Inc. and City of Tenino agree to all Terms and Conditions detailed in this Proposal; and if a City of Tenino Purchase Order number is required for invoicing by Right! Systems, Inc., City of Tenino agrees to provide a Purchase Order number and/or a copy of a Purchase Order with signed Proposal.*

Customer PO: _____

This Agreement is valid for signature 30 days from September 18, 2023.

Right! Systems Inc.

City of Tenino

Authorized Signature

Authorized Signature

Printed or Typed Name

Printed or Typed Name

Title

Title

Date

Date

Please sign and email this entire document to managed@rightsys.com

APPENDIX A – COVERAGE AND CURRENT EQUIPMENT

Description – Servers	Frequency	Included
Manage Servers	Ongoing	Yes
Check Print Queues	Ongoing	Yes
Monitor all server services	Ongoing	Yes
Maintain server patching, hotfixes per company policy	Ongoing	Yes
Check server event logs and identify potential issues	Ongoing	Yes
Anti-Virus management and updates	Ongoing	Yes
Monitor hard drive space on servers	Ongoing	Yes
Exchange-Office 365 user/mailbox management	Ongoing	Yes
Monitor Active Directory Replication	Ongoing	Yes
Monitor DNS&DHCP	Ongoing	Yes
SQL server management, as required	Ongoing	Yes
Reboot servers if needed	As needed	Yes
Scheduled off time server maintenance	As needed	Yes
Install supported software upgrades	As needed	Yes
Set up and maintain groups and permissions	As needed	Yes
Check status of backups	Ongoing	Yes
Alert Client to dangerous conditions	Ongoing	Yes
- Memory running low	Ongoing	Yes
- Hard drive running out of disk space	Ongoing	Yes
- Hardware showing sign of failure	Ongoing	Yes
Educate and correct user errors (deleted files, corrupted files, etc)	As needed	Yes
Clean and maintain directory structure	As needed	Yes
Parts and labor on servers	As needed	No

Description – Workstation and Help Desk Support	Frequency	Included
24x7x365 critical issue support	As Needed	Yes
8x5 Monday-Friday proactive management	As Needed	Yes
Anti-Virus updates	Ongoing	Yes
Spyware scan and removal	Ongoing	No
Patch management (Intune)	Ongoing	Yes
Parts and labor on workstations	As Needed	No

Disaster Recovery and Backup As A Service	Frequency	Included
Data recovery	As Needed	No
Backups per company retention policy	Ongoing	No
Offsite backup per company retention policy	Ongoing	No
Backup data validation	As needed	No

Devices	Frequency	Included
Manage network printers	As Needed	Yes
Manage other networked devices	Ongoing	No
Manage smartphones and tablets	As needed	No

Network	Frequency	Included
Check router logs	As Needed	Yes
Performance monitoring/capacity planning	Ongoing	Yes
Switch management	As Needed	Yes
Wireless management	As Needed	Yes
Firewall management	As Needed	Yes

Security	Frequency	Included
Check firewall logs	As Needed	Yes
Manage directories, shares, security groups, user accounts and policies	As Needed	Yes
Permissions and file system management	Ongoing	Yes
Email SPAM protection	Ongoing	Yes
Mointor for unusual acivity among users	Ongoing	No

Applications	Frequency	Included
Ensure Microsoft Office applications are functioning as designed	Ongoing	Yes
Ensure line of business applications are functioning as designed	Ongoing	Yes

Vendor Management	Frequency	Included
Manage the following vendor relationships	As Needed	No
- Phone, Telco, and Internet	As Needed	Yes
- Copiers, faxes, scanners	As Needed	No
- Website designer and hosting company	As Needed	No
- Proprietary software applications	As Needed	Yes

Professional Services	Frequency	Included
Technology solution design and development	As Needed	No
Proof of concept lab testing	As Needed	No
Onsite implementation and project management	As Needed	No
Technology meetings with trusted advisor	Quarterly	Yes

Service Expectations	Time of Day/Week	Rate
Remote PC management/Help Desk	Ongoing	Yes
Remote printer management	Ongoing	Yes
Remote network management	Ongoing	Yes
Remote server management	Ongoing	Yes
PC/Laptop/Printer addition or replacement	As Needed	N/A
Major Software Upgrades: Operating system upgrades, new management systems, database implementations, etc.	As Needed	See Hourly Service Rates
Installation and configuration of new equipment, major systems/hardware upgrades, virtualization, major network reconfiguration, etc.	As Needed	See Hourly Service Rates

File Attachments for Item:

5. 2024 Budget Estimates on Revenues & Preliminary budget

Recommended Action: None, Discussion only

Fund	Program	Dept	Sub Dept	Account	Title	2020 Actual	2021 Actual	2022 Actual	2022 Budgeted	2023 Actual	2023 Budgeted	2024 Proposed
TAXES												
1	0	310	0	311 10 00 00	Real & Personal Property Taxes	228,699.36	278,029.30	192,412.77	308,916.00	178,467.11	321,191.93	265,858.87
1	0	310	0	311 30 00 00	Sale Of Tax Title Property	1,521.06	0.00	0	0	0	0	
1	0	310	0	313 11 00 00	Sales & Use	258,638.99	385,420.65	413,078.14	350,000.00	284,839.29	395,855.00	380,000.00
1	0	310	0	313 71 00 00	Local Criminal Justice	35,033.49	44,424.37	49,343.25	37,111.00	33,414.77	40,017.25	37,204.59
1	0	310	0	316 10 00 00	Business And Occupation Taxes	53,712.66	56,374.93	77,791.96	55,669.00	78,983.38	61,598.66	61,029.44
1	0	310	0	316 41 00 00	Business Utility Tax-electri	105,556.66	109,983.67	131,232.07	101,721.00	110,843.73	103,622.70	110,423.22
1	0	310	0	316 42 00 00	Utility Tax - Water	14,133.35	13,930.55	15,241.77	13,886.00	14,153.59	14,065.24	14,247.38
1	0	310	0	316 44 00 00	Utility Tax-Sewer	65,354.78	67,880.16	70,803.42	61,993.00	51,811.48	68,018.14	66,809.90
1	0	310	0	316 44 01 00	Utility Tax-Septic Receiving	0.00	0.00	0.00	0.00	-2,692.51	40,000.00	0.00
1	0	310	0	316 45 00 00	Business Utility Tax (Solid Waste)	20,179.09	20,522.24	21,298.34	17,387.00	16,667.11	18,598.98	19,597.13
1	0	310	0	316 46 00 00	Business Utility Tax (Cable)	29,891.60	7,127.54	42,431.34	42,359.00	14,122.55	38,597.00	32,081.29
1	0	310	0	316 47 00 00	Business Utility Tax (Telephone)	21,384.64	28,331.20	19,493.08	41,272.00	13,922.89	29,721.40	28,040.46
1	0	310	0	316 81 00 00	Gambling Taxes	10,966.71	7,456.65	13,020.63	8,220.00	12,279.20	9,805.94	9,893.98
1	0	310	0	317 40 00 00	Timber Excise Tax (4X)	231.11	271.8	481.52	478	159.04	352.03	362.89
1	0	310	0	337 00 01 00	Timber Excise Tax (4X)	575.52	0.00	0.00	0.00	0.00	0.00	0.00
Total Tax Revenue						845,879.02	1,019,753.06	1,046,628.29	1,039,012.00	806,971.63	1,141,444.27	1,025,549.15
Licenses & Permits												
1	0	320	0	321 91 00 01	Comcast Franchise Fees	13,046.81	10,731.48	26,123.69	17,200.00	12,250.24	25,967.66	18,613.92
1	0	320	0	321 91 00 02	Verizon Franchise Fees	0.00	9,954.00	8,166.69	9,954.00	9,426.68	9,954.00	9,507.17
1	0	320	0	321 99 00 00	Business Licenses - New	7,660.00	11,858.75	6,882.50	4,000.00	4,936.25	8,500.00	7,780.25
1	0	320	0	321 99 01 00	Business License Renewal	1,720.00	176.25	7,417.50	4,765.00	5,576.25	4,765.00	3,768.75
1	0	320	0	322 10 00 00	Building Permits	92,323.60	24,707.21	43,805.13	33,704.00	73,253.79	37,704.00	46,448.78
1	0	320	0	322 30 00 00	Animal License	524.00	181.00	113.00	412.00	775.00	150.00	274.00
1	0	320	0	322 40 00 01	Parades / Special Events	400.00	100.00	360.00	903.00	400.00	550.00	383.00
1	0	320	0	322 30 00 00	Animal License	421.60	524.00	181.00	412.00	113.00	412.00	390.00
1	0	320	0	322 40 00 01	Parades / Special Events	600.00	400	100.00	903.00	360.00	903.00	581.00
1	0	320	0	322 10 00 00	Building Permits	92,323.60	24,707.21	43,805.13	33,704.00	62,243.84	37,704.00	55,390.23
Total License & Permit Revenue						209,019.61	83,339.90	136,954.64	105,957.00	169,335.05	126,609.66	143,137.10

				Intergovernmental Revenues								
1	0	330	0 331 16 60 00	Bulletproof Vest Partnership Progran	0	0	66	0	0	0	0	0
1	0	330	0 333 14 00 02	JIS	80,777.66	255	0	0	0	0	0	0
1	0	330	0 334 03 10 01	SMP Update Grant - DoE	1,163.75	0	0	0	0	0	0	0
1	0	330	0 334 05 80 00	Capital Project Pilot Grant - ARTS	5,000.00	26,416.66	2,000.00	17,000.00	0	5,000.00	10,000.00	
1	0	330	0 336 00 98 00	City Assistance	54,991.68	82,166.22	60,801.69	72,388.00	18,904.98	55,904.00	65,250.31	
1	0	330	0 336 06 21 00	Criminal Justice - Populatio	4,507.26	1,000.00	1,000.00	1,000.00	750.00	1,000.00	1,701.00	
1	0	330	0 336 06 26 00	Criminal Justice - Special Programs	2,087.77	2,166.65	2,449.39	2,461.00	1,923.34	2,578.00	2,408.56	
1	0	330	0 336 06 42 00	Marijuana Excise Tax	3,892.93	4,545.36	6,351.47	4,953.00	2,954.99	4,953.00	4,939.15	
1	0	330	0 336 06 51 00	Police OT Reimbursement / DUI	267.44	224.12	163.83	1,883.00	72.72	1,883.00	65.30	
1	0	330	0 336 06 51 10	Crime Vicitims Compensation	228.25	280.62	150.01	459.00	148.15	0.00	223.57	
1	0	330	0 336 06 94 00	Liquor Excise Tax	11,597.65	13,029.29	14,211.17	12,803.00	10,883.35	13,926.00	13,113.21	
1	0	330	0 336 06 95 00	Liquor Control Board Profits	14,769.62	14,616.58	15,588.96	15,463.00	7,760.03	15,530.00	15,193.63	
1	0	330	0 337 00 00 04	2021 ARPA	0.00	260,880.86	0.00	0.00	0.00	0.00	0.00	
1	0	330	0 337 00 00 10	RMSA Lexipol Cost Share	1,840.50	1,895.50	1,952.36	3,798.00	0.00	3,798.00	2,658.07	
1	0	330	0 337 00 00 11	AWC Loss Control Grant	2,410.22	0.00	0.00	5,000.00	0.00	5,000.00	5,000.00	
1	0	330	0 337 00 00 04	2021 ARPA	0.00	0.00	260,880.86	0.00	0.00	0.00	0.00	
1	0	330	0 337 00 00 10	RMSA Lexipol Cost Share	3,537.50	1,840.50	1,895.50	1,896.00	1,952.36	3,798.00	2,972.80	
				Total Intergovernmental Revenues	187072.23	409,317.36	367511.24	139,104.00	45349.92	113,370.00	123,525.60	
				Charges for Service								
1	0	340	0 341 33 00 00	Compliance Fee	44.99	187.32	93.12	119.00	44.33	119.00	112.68	
1	0	340	0 341 33 02 00	Warrant Cost	553.83	175	246.91	835.00	180.27	149.76	392.1	
1	0	340	0 341 33 03 00	Court Admin Cost	265.23	387.5	0	391	900	0	208.74	
1	0	340	0 341 35 01 00	Police Reports	65	70	50	83	50	25	58	
1	0	340	0 341 49 00 01	Court Conviction Fees	408.08	167.92	191.88	189	132.81	198.97	231.17	
1	0	340	0 341 81 00 00	Photocopies	35.25	33.5	21.75	82	56.9	49	45.28	
1	0	340	0 341 95 00 00	Legal Services	81.21	110.64	380.02	243	488.22	171.75	197.32	
1	0	340	0 341 95 00 01	Notary Fee	20	20	50	50	140	50	42	
1	0	340	0 342 10 00 02	TSD School Resource Officer Contrac	0	19,104.50	19,678.00	19,678.00	50,000.00	50,000.00	50,000	
1	0	340	0 342 10 00 03	Code Enforcement/Building Official	0	0	3,175.00	12,000.00	3,425.00	20,000.00	3,039.00	
1	0	340	0 342 33 06 00	Traffic Safety School	290	0	0	2,697.00	100.72	1,404.00	100	
1	0	340	0 342 36 00 00	Housing And Monitoring Of Prisoner	30	0	562.5	162	0	175	179.96	

1	0	340	0 342 37 00 00	Booking Fees	0.00	0	0.00	175.00	0.00	175.00	0.00
1	0	340	0 345 29 00 00	Sales Of Electricity Solar Incentive	2,189.88	0.00	0.00	0.00	0.00	0.00	0.00
1	0	340	0 345 81 00 00	Zoning & Subdivision Fees	1,648.00	0	3,321.50	2,788.00	312.00	2,146.62	1,980.82
1	0	340	0 345 83 00 00	Plan Check Fees	29,096.32	10,310.59	18,832.31	11,660.00	39,106.89	15,174.20	17,014.68
1	0	340	0 347 30 01 00	Ball Field Fees	0	2,230.00	2,320.00	2,500.00	1,535.00	2,320.00	2,320.00
				Total Charge for Service Revenues	34,727.79	32,796.97	48,922.99	53,652.00	96,472.14	92,158.30	75,921.75
				Fines, Penalties, & Forfeitures							
1	0	350	0 352 30 00 00	Mandatory Insurance Cost	7.87	4.38	0.00	125.00	0.00	125.00	52.45
1	0	350	0 353 10 00 00	Traffic Infractions	5,904.26	2,790.05	2,040.74	9,775.00	2,932.83	6,883.92	5,478.88
1	0	350	0 354 00 00 00	Parking Infractions	0	56.75	0	37	0	0	0
1	0	350	0 355 80 00 00	Criminal Traffic	4,295.47	4,483.57	1,970.31	6,647.00	1,396.39	6,647.00	4,808.67
1	0	350	0 356 90 00 00	Criminal Non-traffic	791.64	1,632.44	940.3	1,382.00	715.2	1,096.54	999.98
1	0	350	0 357 33 00 00	Public Defense Cost	2,493.41	3,014.42	2,138.37	3,964.00	1,500.14	3,006.84	3,323.34
1	0	350	0 357 37 00 00	Court Cost Recoup	1,087.13	94.24	0.00	417.00	370.89	344.80	388.63
1	0	350	0 359 00 00 01	Business License Renewal Penalty	190.00	0	0	633	0	549	0.00
1	0	350	0 359 00 00 02	B&O Penalties	245.10	0.00	394.01	1,916.00	3,164.39	1,171.00	745.22
1	0	350	0 355 80 00 00	Criminal Traffic	6,177.35	4,295.47	4,483.57	6,647.00	1,970.31	6,647.00	5,650.07
1	0	350	0 356 90 00 00	Criminal Non-traffic	1,087.39	791.64	1,632.44	1,382.00	715.20	1,382.00	1,255.09
1	0	350	0 357 33 00 00	Public Defense Cost	3,857.83	2,493.41	3,014.42	3,964.00	1,500.14	3,964.00	3,458.93
				Total Fines, Penalties Revenue	26,137.45	19,656.37	16,614.16	36,889.00	14,265.49	31,817.10	26,161.26
				Misc Revenues							
1	0	360	0 361 11 45 20	Investment Interest	481.87	70.61	268.4	1,046.00	751.81	163.8	405.99
1	0	360	0 361 40 00 00	Sales Interest	326.99	236.47	423.59	368.00	1,449.49	338.90	338.79
1	0	360	0 361 40 01 00	D/M Interest Income	616.39	881.91	331.94	773.00	178.18	773.00	675.24
1	0	360	0 362 00 00 00	Ag Park Lease	0	20	22,450.00	0	0	0	0.00
1	0	360	0 362 40 01 00	Camping Fees	95	693	395	1,500.00	2,270.00	3,500.00	1,236.60
1	0	360	0 362 40 02 00	Quarry House Rent	2,655.00	75	35	6,406.00	7,125.00	10,000.00	10,000.00
1	0	360	0 362 40 03 00	Park & Picnic Shelter Rental	0.00	150	60	150.00	400.00	150.00	475.00
1	0	360	0 362 40 04 00	Concession Stand Rental	0.00	100	200	232.00	250	200.00	250.00
1	0	360	0 362 40 05 00	Food Warehouse Rental	3,300.00	3,200.00	3,410.03	5,000.00	2,778.29	3,200.00	3,200.00
1	0	360	0 362 40 06 00	Old PW Building Rental	0	0	0	14,000.00	1,700.00	16,800.00	16,800.00
1	0	360	0 362 40 07 00	Programs-Paks & Rec	0.00	0	0	0.00	2,107.00	0.00	5,000.00

1	0	360	0 367 00 00 00	Donations	0.00	500.00	0	500.00	90	500.00	500.00
1	0	360	0 367 00 00 01	Donations/Jubilee	440.00	0.00	0	0.00	1,850.00	0.00	0.00
1	0	360	0 367 00 00 02	Donations To COVID-10 Relief Fund	6,320.00	0.00	0.00	0.00	0.00	0.00	0.00
1	0	360	0 367 00 00 03	ARTS WA GRANT/ Banner Donations	0.00	0.00	0.00	0.00	3,500.00	0.00	0.00
1	0	360	0 369 10 00 02	Sale Of Scrap And Junk	216.75	0	1,840.00	1,368.00	1,735.00	1,141.00	913.15
1	0	360	0 369 80 00 00	Other Miscellaneous Revenue	255.34	0	305.06	307	1,018.20	307	307.00
				Total Misc Revenues	14707.34	5,926.99	29,719.02	31,650.00	27,202.97	37,073.70	40101.77
				Non Revenues							
1	0	380	0 389 10 00 01	Deposit / Facility Rental	1,480.00	175	150	3,249.00	4,450.00	3,249.00	1660.6
1	0	380	0 389 10 00 02	Deposit / Land Use	0.00	0	450	1,931.00	0	1,931.00	450
1	0	380	0 389 10 00 03	Deposit / Special Events	0.00	500	500	556	0	500	500
1	0	380	0 389 10 00 04	Hydrant Meter Deposit	0.00	250	250	250	0	250	250
1	0	380	0 389 30 00 02	Building Code Fees	5,837.20	3,578.38	-494.56	2,853.00	1,858.13	2,853.00	3,024.31
1	0	380	0 389 30 00 04	EMS/Trauma	385.47	233.49	123.14	1,132.00	308.05	1,132.00	601.22
1	0	380	0 389 30 00 05	Auto Theft	597.45	469.02	140.16	1,506.00	567.8	1,506.00	843.72
1	0	380	0 389 30 00 06	Trama Brain Injury	357.92	178.4	102.37	307	284.49	307	250.53
1	0	380	0 389 30 00 07	PSEA 3	308.59	263.16	210.37	281	83.82	281	268.82
1	0	380	0 389 30 00 08	WSP Highway Account	231.68	112.39	3.5	316.00	77.74	316.00	195.91
1	0	380	0 389 30 00 09	Highway Safety	284.65	92.48	2.92	167.00	241.75	167.00	142.81
1	0	380	0 389 30 00 10	Death Investigation	40.77	144.73	0.61	145.00	16.32	145.00	95.22
1	0	380	0 389 30 00 11	Public Safety/education PSEA 1	7,000.54	5,855.37	3,064.33	11,856.00	3,702.16	11,856.00	7,926.44
1	0	380	0 389 30 00 12	PSEA 2	3,814.57	2,892.48	1,816.20	6,309.00	2,161.21	6,309.00	4,228.25
1	0	380	0 389 30 00 13	JIS	2,244.12	2,357.87	930.97	5,352.00	2,182.78	5,352.00	3,247.39
1	0	380	0 389 30 00 14	School Zone Safety	138.88	454.05	150.72	864.00	562.56	864.00	794.33
1	0	380	0 389 30 00 15	Distracted Driving	27.08	3,354.21	431.05	19.00	15,187.45	324.22	831.11
				Non Revenues Total	22,748.92	20911.03	7,831.78	37,093.00	31,684.26	37,342.22	25310.66
				Legal							
1	0	515	0 315 41 41 05	Outside Counsel Retainer Refund	0.00	0.00	0.00	0	10,039.00	0	
				Legislative							
1	0	511	0 511 20 45 00	Professional Services - Leader Wkshj	0	2,135.00	2,000.00	2,500.00	0	2,500.00	0

1	0	511	0 511 30 45 01	Code Book Publications	1,125.00	1,125.00	5,122.11	1,500.00	0.00	1,500.00	0
1	0	511	0 511 60 10 00	Council Stipend	5,625.00	6,450.00	10,025.00	13,500.00	7,150.00	15,000.00	0
1	0	511	0 511 60 20 00	Council Benefits - Taxes	474.49	443.86	648.32	1,033.00	547.11	650	0
1	0	511	0 511 60 31 00	Janitorial Supplies	0	158.43	184.32	350	0	350	0
1	0	511	0 511 60 42 03	MNS Service Provider	4,792.95	7,580.32	13,194.75	9,092.00	8,933.64	8,000.00	0
1	0	511	0 511 60 42 04	E Governance Software	791.26	1,594.73	1,522.65	1,611.00	1,689.91	1,611.00	0
1	0	511	0 511 60 42 05	PRA Compliance Software	249.00	249.00	273.90	249.00	290.33	249.00	0
1	0	511	0 511 60 42 06	City Web Site	115.38	121.23	121.23	125.00	0	125	0
1	0	511	0 511 60 42 08	Postage	15	25.76	22.86	22	25.43	22	0
1	0	511	0 511 60 42 10	Office Productivity Software	997.06	8.67	0.00	0.00	0.00	0.00	0
1	0	511	0 511 60 46 00	Insurance	3,122.00	9,759.62	9,329.00	9,800.00	10,436.18	9,800.00	0
1	0	511	0 511 60 47 00	Advertising & Publications	388.89	627.4	104.39	788	230.3	788	0
1	0	511	0 511 60 48 01	Education/Training	-65.00	0	1,098.19	1,000.00	1,850.38	1,000.00	0.00
1	0	511	0 511 60 48 02	Meals/Lodging/Travel	0.00	535.00	59.40	1,000.00	866.74	1,000.00	0.00
1	0	511	0 511 61 10 00	Leg Spt Salaries & Wages	21,938.28	22,396.90	25,911.16	15,079.00	22,007.46	16,682.16	0.00
1	0	511	0 511 61 20 00	Leg Spt - Benefits-Taxes	1,974.67	1,524.72	2,072.02	1,189.00	1,654.06	1,236.56	0.00
1	0	511	0 511 61 21 00	Leg Spt - Benefits-Health Care	2,590.12	622.66	4,362.82	2,450.00	898.80	3,200.00	0.00
1	0	511	0 511 61 22 00	Leg Spt - Benefits-Retirement	3,053.40	1,268.12	2,449.33	1,546.00	2,044.94	1,900.86	0
1	0	511	0 511 61 22 01	Legislative -DCP	0	0	0	80.00	25.61	0.00	0
Judicial											
1	0	512	0 512 50 10 00	Judicial Spt Salaries & Wages	4,500.00	4,500.00	37,053.33	27,957.00	25,848.63	31,177.38	0.00
1	0	512	0 512 50 20 00	Judicial Spt - Benefits-Taxes	167.22	0	2,022.61	2,455.00	1,604.12	2,455.00	0
1	0	512	0 512 50 21 00	Judicial Spt - Benefits-Health Care	193.75	0	4,601.95	5,537.00	1,406.19	5,446.90	0
1	0	512	0 512 50 22 00	Judicial Spt - Benefits-Retirement	120.64	0.00	2,771.81	2,866.00	2,049.96	2,980.64	0.00
1	0	512	0 512 50 22 01	Judicial -DCP	0.00	0	0	180	128.07	180	0
1	0	512	0 512 50 30 00	Office Supplies	73.69	115.11	0.00	300.00	56.55	150.00	0.00
1	0	512	0 512 50 33 00	Small Tools & Equipment	9.67	0	0.00	150.00	0.00	150.00	0.00
1	0	512	0 512 50 41 04	Judge Fees	2,250.00	4,500.00	0.00	4,917.00	0.00	1,917.00	0.00
1	0	512	0 512 50 42 00	Telephone (Land Line)	1,001.30	1,033.84	774.31	950.00	603.64	750.00	0.00
1	0	512	0 512 50 42 03	MNS Service Provider	1,023.12	1,483.13	3,059.51	1,779.00	1,747.85	2,345.00	0.00
1	0	512	0 512 50 42 05	PRA Compliance Software	0.00	0.00	273.90	249.00	290.33	300.00	0.00
1	0	512	0 512 50 42 06	City Web Site	115.38	121.23	121.23	125.00	0.00	125.00	0.00

1	0	512	0 512 50 42 08	Postage	282.14	398.08	698.98	403.00	498.88	550.00	0.00
1	0	512	0 512 50 42 10	Office Productivity Software	695.28	195.14	0	200	0	150	0
1	0	512	0 512 50 45 01	Printing	0.00	0.00	519.27	196.00	0.00	550.00	0
1	0	512	0 512 50 46 00	Insurance	3,122.00	4,160.62	4,290.00	4,390.00	5,026.18	4,390.00	0
1	0	512	0 512 50 48 01	Education/Training	50.00	0.00	0.00	100.00	125.00	250.00	0.00
1	0	512	0 512 50 48 02	Meals/Lodging/Travel	0.00	0	0	250.00	0.00	250.00	0.00
1	0	512	0 512 50 49 00	Dues/membership/misc	150.00	150.00	150.00	150.00	150.00	150.00	0.00
Executive											
1	0	513	10 513 10 10 00	Mayor Stipend	12,000.00	13,000.00	15,000.00	15,000.00	12,000.00	18,000.00	0
1	0	513	10 513 10 20 00	Mayor Benefits - Taxes	994.50	918.00	1,032.80	1,148.00	918	1,193.92	0.00
1	0	513	10 513 10 42 03	MNS Service Provider	941.84	1,483.13	2,647.35	1,779.00	1,747.85	1,779.00	0
1	0	513	10 513 10 42 05	PRA Compliance Software	0	0.00	0.00	124.00	0	124.00	0.00
1	0	513	10 513 10 42 06	City Web Site	115.38	121.23	0.00	125.00	0.00	125.00	0.00
1	0	513	10 513 10 42 08	Postage	15.00	21.43	22.86	33.00	25.43	33.00	0
1	0	513	10 513 10 42 10	Office Productivity Software	815.23	8.67	0.00	0.00	0.00	0.00	0.00
1	0	513	10 513 10 46 00	Insurance	1,117.10	6,026.62	5,847.00	6,027.00	6,663.18	6,027.00	0
1	0	513	10 513 10 48 01	Executive - Education/Training	75	1,539.00	134.35	1,000.00	44.84	1,500.00	0
1	0	513	10 513 10 48 02	Executive - Meals, Travel, & Lodging	31.91	260.79	0	1,000.00	339.4	1,000.00	0
1	0	513	20 513 20 10 00	Executive Spt Salaries & Wages	21,938.28	22,396.90	20,300.50	14,672.00	17,689.73	14,672.00	0.00
1	0	513	20 513 20 20 00	Executive Spt Benefits - Taxes	1,800.94	1,524.72	1,667.44	2,044.00	1,333.32	2,125.76	0
1	0	513	20 513 20 21 00	Executive Spt Benefits - Health Care	2,578.49	622.66	3,442.50	2,842.00	617.57	2,955.68	0.00
1	0	513	20 513 20 22 00	Executive Spt Benefits - Retirement	2,927.42	1,268.12	1,895.04	2,327.00	1,634.88	2,000.00	0
1	0	513	20 513 20 22 01	Executive Spt Benefits - Retirement	0	0	0	92.00	112.38	92.00	0
1	0	513	21 513 20 42 03	MNS Service Provider	2,797.64	4,394.39	7,702.06	5,271.00	5,178.91	4,700.00	0
1	0	513	21 513 20 42 04	E Governance Software	791.27	766.67	1,066.75	767.00	0.00	1,256.00	0
1	0	513	21 513 20 42 05	PRA Compliance Software	249.00	249.00	273.90	249.00	290.33	249.00	0.00
1	0	513	21 513 20 42 06	City Web Site	0.00	0.00	0.00	125.00	0.00	125.00	0.00
1	0	513	21 513 20 42 10	Office Productivity Software	36.24	0.00	0.00	0.00	0.00	0.00	0.00
1	0	513	21 513 20 45 10	CS Commission - Examiner	0.00	0.00	0.00	500.00	0.00	500.00	0.00
1	0	513	21 513 20 46 00	CS Commission - Insurance	2,082.00	0	4,050.00	4,170.00	4,972.98	4,336.80	0.00
1	0	513	21 513 20 48 01	CS Commission - Training	0	0	0	300	0	300	0
1	0	513	21 513 20 48 02	CS Commission - Travel, Meals, & Lo	0	0	0.00	800.00	0.00	800.00	0.00

1	0	513	10 513 10 42 05	PRA Compliance Software	0	0	0	124	0	124	124
Finance, Recording & Elections											
1	0	514	0 514 20 10 00	Salaries & Wages	27,519.04	27,111.39	70,806.20	42,714.00	31,187.50	68,921.45	0.00
1	0	514	0 514 20 20 00	Benefits - Taxes	2,497.13	1,895.48	3,056.39	3,489.00	2,329.25	3,625.56	0.00
1	0	514	0 514 20 21 00	Benefits - Health Care	3,783.72	830.20	6,508.55	6,106.00	1,404.59	6,350.24	0.00
1	0	514	0 514 20 22 00	Benefits - Retirement	3,734.34	1,604.15	3,658.63	3,149.00	3,048.52	3,274.96	0.00
1	0	514	0 514 20 22 01	Benefits - Retirement (DCP)	0	0.00	0.00	198.00	200.89	198.00	0.00
1	0	514	0 514 20 30 00	Office Supplies	1,044.44	1,020.16	2,327.44	949.00	533.68	1,365.12	0.00
1	0	514	0 514 20 31 00	Janitorial Supplies	14.48	277.24	499.59	708.00	7.49	147.82	0.00
1	0	514	0 514 20 42 00	Telephone (Land Line)	1,653.43	950.62	993.88	2,888.00	689.44	1,151.24	0.00
1	0	514	0 514 20 42 03	MNS Service Provider	2,230.36	2,841.47	5,074.18	3,294.00	3,236.81	2,266.98	0.00
1	0	514	0 514 20 42 05	PRA Compliance Software	249.00	249.00	273.90	249	290.33	249.00	0.00
1	0	514	0 514 20 42 07	Web Bill Pay Services	439	0	0	420	43.55	420	0
1	0	514	0 514 20 42 08	Postage	566.6	1,046.17	2,252.33	800	1,458.91	800	0
1	0	514	0 514 20 42 10	Office Productivity Software	695.28	195.14	0	200.00	0.00	200.00	0.00
1	0	514	0 514 20 42 13	Financial Software (BIAS)	1,741.51	2,976.98	4,084.38	2,977.00	0.00	2,977.00	0
1	0	514	0 514 20 45 00	Professional Services	238.2	979.00	1,153.08	777.00	605.88	777.00	0.00
1	0	514	0 514 20 45 01	Equipment Repair/maintenance	0	531.9	0	200	162.09	200	0
1	0	514	0 514 20 46 00	Insurance	3,122.00	4,160.62	4,070.00	4,390.00	5,026.18	4,390.00	0
1	0	514	0 514 20 48 01	Education & Training	0	1,686.00	180	1,500.00	540	1,500.00	0
1	0	514	0 514 20 48 02	Travel/lodging/meals	0.00	34.00	33.33	1,000.00	465	1,000.00	0
1	0	514	0 514 20 49 01	Bank Charges	7,416.09	1,830.71	25	1,830.00		1,830.00	0
1	0	514	0 514 20 49 02	Dues/memberships/misc.	160.00	190.00	375.00	100.00	50.00	100.00	0
1	0	514	0 514 20 49 03	Fines And Penalties	1,892.86	29.68	5,116.22	61.00	49.49	61.00	0
1	0	514	0 514 23 40 00	Audit Costs	13,611.10	4,759.45	9,775.51	8,042.00	4,751.83	5,000.00	0.00
1	0	514	0 514 40 51 00	Election Services	3,321.08	2,319.83	3,668.05	2,618.00	2,512.16	2,618.00	0.00
1	0	514	0 514 89 35 00	Small Tools & Equipment	412.56	105.77	118.83	198	29.18	198	0
1	0	515	0 515 41 41 01	City Attorney	50,538.00	51,898.50	43,192.50	30,000.00	88,931.31	30,000.00	0.00
1	0	515	0 515 41 41 02	Prosecuting Attorney	8,513.80	11,170.73	13,622.97	12,000.00	9,789.84	13,000.00	0

1	0	515	0 515 41 41 05	Outside Counsel	0	29,890.00	0.00	1,500.00	0.00	500.00	0.00
1	0	515	0 515 93 41 03	Public Defender	8,820.00	11,185.00	12,200.00	18,000.00	12,800.00	14,000.00	0.00
1	0	515	0 515 93 41 06	Interpreter Services	100.00	0.00	88.75	500.00	179.30	500.00	0.00

Centralized/General Services

Personnel Services

1	0	518	10 518 10 10 00	Pers Svc-Salaries	27,010.08	27,111.39	25,911.16	25,361.00	22,007.46	26,391.83	0.00
1	0	518	10 518 10 20 00	Pers Svc-Benefits-Taxes	2,209.08	1,880.17	2,102.54	2,206.00	1,654.06	2,272.18	0.00
1	0	518	10 518 10 21 00	Pers Svc - Benefits-Health Care	3,552.41	830.2	4,653.38	4,660.00	898.8	4,846.40	0.00
1	0	518	10 518 10 22 00	Pers Svc-Benefits-Retirement	3,563.67	1,604.15	2,490.96	2,575.00	2,044.94	2,576.03	0
1	0	518	10 518 10 22 01	Pers Svc-Benefits-Retirement-(DCP)	0.00	0.00	0.00	152.00	177.35	152.00	0.00
1	0	518	10 518 10 30 00	Office Supplies	1,251.68	961.97	1,023.21	900.00	473.12	900.00	0
1	0	518	10 518 10 41 00	Professional Services	178.72	654.30	13.65	500.00	0.00	500.00	0.00
1	0	518	10 518 10 45 02	OASI Benefits DRS	0.00	0.00	0.00	25.00	25.00	25.00	0
1	0	518	10 518 10 46 00	Insurance - HR	1,040.00	4,160.62	4,070.00	4,390.00	5,026.18	4,390.00	0
1	0	518	10 518 10 47 00	Advertising/Publication	42.00	0.00	0.00	0.00	0.00	0.00	0.00
1	0	518	10 518 10 48 01	Education/Training	285.00	5,728.87	354.92	2,500.00	0.00	1,500.00	0.00
1	0	518	10 518 10 48 02	Meals/Lodging/Travel	0	533.59	773.55	750.00	0.00	750.00	0.00

Maintenance/Janitorial Services

1	0	518	30 518 30 10 00	Central Svc-Salaries & Wages	11,432.12	49,144.56	40,294.62	31,258.00	33,884.00	40,988.00	0.00
1	0	518	30 518 30 20 00	Central Svc-Benefits-Taxes	1,210.43	3,194.47	4,455.73	2,536.00	2,117.76	2,644.44	0
1	0	518	30 518 30 21 00	Central Svc-Benefits-Health Care	1,882.36	766.96	6,338.60	6,448.00	1,339.13	6,448.00	0.00
1	0	518	30 518 30 22 00	Central Svc-Benefits-Retirement	1,760.66	3,308.07	4,792.30	4,130.00	2,541.65	4,130.00	0
1	0	518	30 518 30 22 01	Central Services-Benefits-Retiremen	0.00	0.00	0	209	10.65	209	0
1	0	518	30 518 30 23 00	Safety Clothing	0.00	136.08	0.00	250.00	0.00	250.00	0
1	0	518	30 518 30 30 00	Small Tools & Equipment	0.00	50.00	225.67	200.00	0.00	200.00	0.00
1	0	518	30 518 30 31 01	Janitorial Supplies	44.90	165.87	219.63	200.00	51.53	200.00	0.00
1	0	518	30 518 30 32 00	Bldg Hdw/Materials	19.37	0.00	29.04	150.00	30.26	150.00	0
1	0	518	30 518 30 35 06	Fuel, F-150	0.00	216.82	284.38	250.00	164.05	250.00	0.00
1	0	518	30 518 30 45 03	Maintenance - Office Equipment	0.00	0.00	0.00	100.00	0.00	100.00	0.00

1	0	518	30 518 30 45 04	Maintenance - Electronics	0	0	0	750	0	750	0
1	0	518	30 518 30 45 05	Maintenance - Facilities	8,310.42	1,050.24	4,125.45	2,000.00	4,012.09	2,000.00	0
1	0	518	30 518 30 45 06	Utilities	5,660.20	6,200.71	6,377.33	6,060.00	4,378.94	6,000.00	0
Information Technology											
1	0	518	80 518 70 42 11	Copier Costs	5,740.18	5,693.66	5,863.25	6,500.00	4,228.97	5,072.28	0
1	0	518	80 518 80 42 00	Telephone (Land Line)	0.00	0	0	4,359.00	0	0	0
1	0	518	80 518 80 42 01	Internet Service Provider	5,310.99	5,188.59	4,527.80	4,118.00	1,928.69	4,859.86	0
1	0	518	80 518 80 42 03	MNS Service Provider	13,125.87	8,898.56	14,884.87	10,673.00	10,639.64	10,673.00	0.00
1	0	518	80 518 80 42 06	City Web Site	115.38	121.23	121.23	125.00	0.00	140.00	0.00
1	0	518	80 518 80 42 08	Postage	0.00	0.00	0.00	300.00	0.00	300.00	0.00
1	0	518	80 518 80 42 09	Telephone (Cellular)	0.00	0.00	0.00	2,000.00	0.00	0.00	0.00
1	0	518	80 518 80 42 10	Office Productivity Software	1,549.25	8.67	0.00	0.00	0.00	0.00	0.00
1	0	518	80 518 80 42 13	HR Accounting Software (BIAS)	2,241.51	1,813.48	3,905.38	1,988.00	0.00	1,988.00	0.00
Other Centralized Services											
1	0	518	90 518 90 10 01	Pers Svc-Salaries (P&R Manager)	0	0.00	0	12,000.00	0.00	0	0
1	0	518	90 518 90 20 00	Pers Services - Personnel Benefits	0	0	0	0.00	0	0	0
1	0	518	90 518 90 20 01	Pers Svc-SalariesBenefits-Taxes (P&F	0.00	0	0	946	0	946	0
1	0	518	90 518 90 40 00	Audit Costs	0.00	0.00	0.00	6,701.00	0.00	0.00	0.00
1	0	518	90 518 90 46 00	Insurance (City Hall & PW)	6,426.00	10,434.62	9,774.00	11,009.00	11,645.18	11,009.00	0
1	0	518	90 518 90 49 00	AWC Dues	1,020.00	1,025.00	1,131.00	1,163.00	2,318.19	1,163.00	0.00
1	0	518	90 518 90 49 02	WMCA Dues	0	0	0	200	0	200	0
Law Enforcement											
Admin											
1	0	521	10 521 10 10 00	Salaries & Wages	36,339.38	57,085.30	54,522.63	50,969.00	39,354.22	51,014.28	55,571.20
1	0	521	10 521 10 10 02	Overtime	0	0	0	1,000.00	333.29	1,000.00	1000
1	0	521	10 521 10 20 00	Benefits - Taxes	3,046.18	3,829.22	4,757.46	3,900.00	907.01	4,056.00	0
1	0	521	10 521 10 20 02	OT Benefits - Taxes	0	0	0	98	25.44	98	98
1	0	521	10 521 10 21 00	Benefits - Health Care	8,005.73	189.32	10,397.79	11,056.00	1,105.71	11,498.24	0

1	0	521	10 521 10 22 00	Benefits - Retirement	4,900.02	1,523.35	5,508.61	5,225.00	968.7	5,434.00	0
1	0	521	10 521 10 22 01	Benefits-Retirement (DCP)	0.00	0.00	0.00	360.00	256.15	360.00	360.00
1	0	521	10 521 10 22 02	OT Benefits - Retirement	0	0	0	103	31.29	103	103
1	0	521	10 521 10 24 02	Retiree Medical/Deductible	0.00	0.00	11,508.75	9,450.00	0.00	13,000.00	N/A
1	0	521	10 521 10 31 00	Office Supplies	1,015.09	1,510.27	1,202.07	1,500.00	851.91	1,000.00	1,500.00
1	0	521	10 521 10 33 00	Small Equipment	1,402.95	2,584.65	761.71	2,500.00	1,461.52	1,500.00	1500
1	0	521	10 521 10 36 00	Computer Hardware/software	37.80	440.64	766.49	500	0	500	1000
1	0	521	10 521 10 40 00	Audit Services	0.00	0	0	2,132.00	0	0	0
1	0	521	10 521 10 42 03	MNS Service Provider	1,325.04	1,483.13	3,080.48	1,779.00	3,197.25	1,467.69	3500
1	0	521	10 521 10 42 05	PRA Compliance Software	249.00	249.00	273.90	249.00	290.33	249.00	250
1	0	521	10 521 10 42 06	City Web Site	115.38	121.23	121.23	125.00	0.00	125.00	150.00
1	0	521	10 521 10 42 08	Postage	365.33	553.98	1,603.33	500.00	817.23	500.00	1,000.00
1	0	521	10 521 10 42 09	Telephone (Cellular)	48.33	235.10	565.00	1,655.00	423.62	506.00	506.00
1	0	521	10 521 10 42 10	Office Productivity Software	495.81	8.67	0.00	0.00	0.00	0.00	0.00
1	0	521	10 521 10 45 01	Prof Svc -Background Investigations	650	1,567.84	3,109.65	2,000.00	0	1,000.00	1000
1	0	521	10 521 10 45 02	Repair/Maintenance (Office Equipm	0	78.49	0	850	43.56	750	1000
1	0	521	10 521 10 47 00	Advertising	234.19	250	0.00	250.00	250	250.00	250
1	0	521	10 521 10 48 01	Education/Training	0	0.00	0	500.00	275	500	500
1	0	521	10 521 10 48 02	Meals/Lodging/Travel	47.49	0.00	72.78	1,000.00	822.26	500.00	500.00
1	0	521	10 521 10 49 00	Dues/Memberships/Misc.	292.55	115.47	60.00	116.00	110	125.00	150
Operations											
1	0	521	20 521 20 10 00	Salaries & Wages	234,512.29	235,703.23	283,868.34	271,438.00	218,474.52	322,715.57	344,569.20
1	0	521	20 521 20 10 01	Standby	1,779.61	371.38	0	2,500.00	15,864.40	2,500.00	5000
1	0	521	20 521 20 10 02	Overtime	8,144.86	664.89	0.00	10,000.00	18,824.06	5,000.00	5,000.00
1	0	521	20 521 20 20 00	Benefits - Taxes	32,403.32	18,513.57	33,111.71	34,955.00	24,931.85	37,808.80	30,000.00
1	0	521	20 521 20 20 01	Standby Benefits - Taxes	336.82	0	13.84	313	768.37	325.52	400
1	0	521	20 521 20 20 02	OT Benefits - Taxes	98.56	58.15	0.00	1,405.00	1,061.85	1,461.00	1000
1	0	521	20 521 20 21 00	Benefits - Health Care	52,957.41	11,497.99	54,683.19	56,258.00	88,271.66	58,535.32	60,000
1	0	521	20 521 20 22 00	Benefits - Retirement	14,377.23	7,916.30	14,815.74	13,898.00	13,856.79	14,452.92	15000
1	0	521	20 521 20 22 01	Standby Benefits-Retirement	95.55	0	0	130.00	387.41	160.00	160
1	0	521	20 521 20 22 02	OT Benefits-Retirement	47.66	0.00	0.00	550.00	539.60	550.00	550.00
1	0	521	20 521 20 22 03	Benefits-Retirement (DCP)	0	0	934.76	1,800.00	1157.33	1,872.00	1800

1	0	521	20 521 20 23 00	Benefits - Uniforms	2,648.17	3,084.41	4,389.31	3,500.00	2,260.36	3,000.00	3,000.00
1	0	521	20 521 20 30 00	Office Supplies	456.83	390.98	716.97	500.00	531.55	500.00	1,000.00
1	0	521	20 521 20 33 00	Small Equipment	588.10	3,178.01	1,402.61	2,500.00	1,489.00	1,500.00	1500
1	0	521	20 521 20 33 01	Firearm Inventory Replacement	2,619.67	0	0	1,000.00	0	0	0
1	0	521	20 521 20 35 20	Fuel, K8 7418	2,191.17	3,197.11	4,628.49	3,500.00	3,403.74	3,500.00	3500
1	0	521	20 521 20 35 21	Fuel, K8 7419	1,609.89	228.53	3,348.43	3,500.00	1,802.57	3,500.00	3500
1	0	521	20 521 20 35 22	Fuel, K8 7420	3,994.21	3,184.85	1,062.65	3,500.00	1,979.77	3,500.00	3,500.00
1	0	521	20 521 20 35 23	Fuel, Explorer (Black)	205.27	281.41	2,309.52	3,500.00	2,079.97	3,500.00	3500
1	0	521	20 521 20 35 24	Fuel, Ford F150	644.00	2,311.51	5,370.74	3,500.00	4,291.17	3,500.00	3,500.00
1	0	521	20 521 20 37 00	Bullet-proof Vests	2,766.53	1,677.99	1,347.20	3,000.00	0.00	1,500.00	0.00
1	0	521	20 521 20 38 00	Pistol Ammunition	1,500.00	1,500.00	1,319.50	1,500.00	1,000.00	1,500.00	1000
1	0	521	20 521 20 38 01	Rifle Ammunition	480.63	906.07	1,119.60	1,000.00	0.00	1,000.00	1,000.00
1	0	521	20 521 20 42 03	MNS Service Provider	7,897.74	12,084.49	19,902.94	14,494.00	15,658.49	13,000.00	15000
1	0	521	20 521 20 42 09	Telephone (Cellular)	5,457.39	5,339.58	5,691.97	4,976.00	3,895.06	4,976.00	4,976.00
1	0	521	20 521 20 42 10	Office Productivity Software	1,781.88	8.67	0.00	0.00	0	0.00	500
1	0	521	20 521 20 42 11	Cad Communications	0.00	0.00	0.00	500.00	0.00	500.00	500.00
1	0	521	20 521 20 42 12	RMS System	6,040.00	5,649.00	5,598.00	6,526.00	5,631.00	6,526.00	6,526.00
1	0	521	20 521 20 45 05	LE Equipment Repairs & Maintenanc	2,692.43	1,024.20	75.61	1,500.00	390.11	1,000.00	1,500.00
1	0	521	20 521 20 45 11	Maintenance, K8 7418	3.80	1,168.96	467.89	1,500.00	1,082.47	1,000.00	1,000.00
1	0	521	20 521 20 45 12	Maintenance, K8 7419	835.60	62.87	136.86	1,500.00	65.3	1,000.00	1000
1	0	521	20 521 20 45 13	Maintenance, K8 7420	1,174.99	1,000.00	2,315.32	1,500.00	0	1,000.00	1000
1	0	521	20 521 20 45 14	Maintenance, Explorer (Black)	449.45	856.98	250.18	1,500.00	590.95	1,000.00	1000
1	0	521	20 521 20 45 15	Maintenance, Ford F150	5,078.56	0.00	2,507.54	1,500.00	4,299.72	1,000.00	1000
1	0	521	20 521 20 45 20	TCSO Interlocal	1,067.84	1,223.14	29.17	3,500.00	0	2,000.00	6000
1	0	521	20 521 20 45 21	Lexipol	3,681.00	3,859.74	3,904.73	5,795.00	4,217.11	4,500.00	4500
1	0	521	20 521 20 46 00	Insurance	17,171.00	20,958.62	19,637.00	22,112.00	23,633.97	22,996.88	22966.88
1	0	521	20 521 20 48 01	Education/Training	3,105.00	5,000.00	5,253.71	5,000.00	664.38	2,500.00	4000
1	0	521	20 521 20 48 02	Meals/Lodging/Travel	203.78	1,636.46	1,509.19	5,000.00	717.39	3,000.00	3000
				Crime Prevention							
1	0	521	30 521 30 49 01	Crime Prevention Education	148.78	871.89	931.28	1,000.00	145.94	1,000.00	1,000.00

				Facilities								
1	0	521	50 521 50 42 00	Telephone (Land Line)	3,428.28	3,807.78	3,949.39	3,308.00	3,388.83	3,308.00	3,308.00	
1	0	521	50 521 50 42 01	Internet Service Provider	349.45	101.52	0.00	2,040.00	0.00	2,040.00	2,040.00	
1	0	521	50 521 50 42 02	Alarm Services	751.19	556.12	533.51	800.00	533.51	800.00	800.00	
1	0	521	50 521 50 45 00	Custodial Services	250.77	334.83	662.47	500.00	263.89	500.00	500	
1	0	521	50 521 50 45 04	Repair & Maintenance	1,733.24	996.67	3,859.51	1,500.00	2,396.18	1,500.00	1,500.00	
1	0	521	50 521 50 45 06	Utilities	5,006.46	6,001.10	6,419.99	5,500.00	5,148.19	5,500.00	5500	
1	0	521	50 521 50 46 00	Insurance	5,759.00	7,327.62	7,077.00	7,731.00	650.19	7,731.00	7,731.00	
1	0	521	10 521 10 24 02	Retiree Medical/Deductible	6,246.00	0.00	0.00	9,450.00	11,508.75	9,450.00	13,000.00	
				Fire & Emergency Medical activities								
1	0	522	0 522 20 50 00	Contracted Services - STFEMS	0.00	10,000.00	0.00	10,000.00	5,942.04	10,000.00	0.00	
1	0	522	0 522 60 49 00	Emergency Management Council Du	0.00	336.52	75	337	75	337	0	
				Detention/Correction Activities								
1	0	523	0 523 60 40 00	Detention/Correction-Chehalis	0	0	85	2,500.00	1,070.00	500	0	
1	0	523	0 523 60 40 01	Detention/Correction-Nisqually	0	0	0	280	0	250.00	0.00	
1	0	523	0 523 60 40 02	Detention/Correction-Thurston	0	0.00	75.90	500.00	0.00	500.00	0.00	
1	0	523	0 523 60 40 03	Inmate Medical Expenses	0	0	151.8	1,500.00	0	1,500.00	0	
				Disaster Services								
1	0	521	10 521 10 46 00	Insurance	14,489.00	0.00	0.00	0.00	0.00	0.00	0.00	
1	0	521	10 521 10 47 00	Advertising	144.47	234.19	250	250.00	0.00	250.00	250.00	
1	0	521	10 521 10 48 01	Education/Training	504	0	0.00	500.00	0.00	500.00	500.00	
1	0	525	0 525 20 33 01	Recovery Grant Supplies	29.15	0.00	820.58	0.00	0.00	0.00	0.00	
1	0	525	0 525 20 33 02	COVID-19 Cleaning Materials	970.6	6.47	0.00	0.00	0.00	0.00	0.00	
1	0	525	0 525 20 33 03	COVID-19 PPE	556.10	0.00	0.00	0.00	0.00	0.00	0.00	
1	0	525	0 525 20 45 01	Recovery Grant Printing Svc	500.00	0.00	0.00	0.00	0.00	0.00	0.00	
1	0	525	0 525 20 45 13	Vehicle Maintenance	0	0	0	0.00	0	0	0	
1	0	525	0 525 30 45 50	COVID-19 Grant Proceeds	4,575.00	2,950.00	0.00	0.00	0.00	0.00	0.00	
1	0	525	0 525 30 45 51	Food Bank Plus Donation	19,416.00	0.00	0.00	0.00	0.00	0.00	0.00	

1	0	525	0 525 30 45 52	CARES Act Disbursement To EDC	45,000.00	0	0	0	0	0	0	
Building Services												
1	0	526	0 524 10 07 00	Vehicle Fuel	0	0.00	0.00	0.00	0.00	1,781.79	2,500.00	0.00
1	0	526	0 524 10 10 00	Salaries And Wages	0	0.00	0.00	0.00	0.00	37,214.61	57,854.40	0.00
1	0	526	0 524 10 20 00	Benefits-Taxes	0	0.00	0.00	0.00	0.00	2,660.30	1,905.28	0.00
1	0	526	0 524 10 21 00	Benefits-Healthcare	0.00	0.00	0.00	0.00	0.00	1,893.68	4,033.00	0.00
1	0	526	0 524 10 22 00	Benefits-Retirement	0.00	0.00	0.00	0.00	0.00	3,669.12	2,253.00	0.00
1	0	526	0 524 20 06 00	Benefits-Safety Uniforms	0.00	0.00	0.00	0.00	0.00	150.12	500.00	0.00
1	0	526	0 524 20 20 00	Overtime	0	0	0	0.00	0.00	0.00	1,000.00	0.00
1	0	526	0 524 30 01 00	Office Productivity Software	0	0	0.00	0.00	0.00	0.00	500.00	0.00
1	0	526	0 524 30 02 00	PRA Compliance Software	0.00	0	0	0	0	290.33	500.00	0
1	0	526	0 524 30 03 00	Small Equipment/Tools	0.00	0.00	0.00	0.00	0.00	0.00	1,500.00	0.00
1	0	526	0 524 30 06 00	Vehicle Maintenance	0.00	0.00	0.00	0.00	0.00	1,744.22	1,500.00	0.00
1	0	526	0 524 30 07 00	Office Supplies	0.00	0	0	0.00	0.00	120.83	500.00	0.00
1	0	526	0 524 30 08 00	Cell Phone	0.00	0.00	0.00	0.00	0.00	378.61	600.00	0.00
1	0	526	0 524 30 09 00	Postage	0.00	0.00	0.00	0.00	0.00	26.72	500.00	0.00
1	0	526	0 524 30 10 00	Legal-City Attorney	0	0.00	0	0	0	0	500.00	0
1	0	526	0 524 30 11 00	Computer Hardware/Software	0	0	0	0.00	0.00	0.00	1,000.00	0
1	0	526	0 524 30 12 00	MNS Service Provider	0	0.00	0.00	0.00	0.00	0.00	500.00	0.00
1	0	526	0 524 30 13 00	Equipment-Repairs/Maintenance	0	0.00	0.00	0.00	0.00	0	500.00	0.00
1	0	526	0 524 40 01 00	Dues/Memberships/Misc	0.00	0	0	0	0	0	250	0
1	0	526	0 524 40 02 00	Education/Training	0.00	0	0.00	0.00	0.00	1,176.50	1,000.00	0.00
1	0	526	0 524 40 03 00	Travel/Lodging/Meals	0.00	0	0	0.00	0.00	1,197.50	500.00	0.00
Conservation												
1	0	553	0 553 70 40 01	DNR FFPA Assessment	19.40	27.38	0	20.00	133.78	20.00	0	
1	0	553	0 553 70 51 00	Air Pollution Control	1,454.78	1,499.60	1,528.10	1,529.00	1,746.69	1,529.00	0.00	
1	0	521	20 521 20 46 00	Insurance	0	17,171.00	20,958.62	20,750.00	19,637.00	22,112.00	22,996.88	
1	0	521	20 521 20 48 01	Education/Training	0	3,105.00	5,000.00	5,000.00	5,253.71	5,000.00	2,500.00	
1	0	521	20 521 20 48 02	Meals/Lodging/Travel	7,075.00	203.78	1,636.46	7,500.00	1,509.19	5,000.00	3,000.00	

1	0	554	0 554 30 45 06	Utilities	387.56	217.73	215.46	531	127.25	531	0
1	0	554	0 554 30 45 30	Join Animal Services Contract	0.00	0	0	12,000.00	0	3,000.00	0
1	0	554	0 554 30 46 00	Insurance	781.00	1,360.62	1,216.00	1,435.00	1,300.38	1,435.00	0
Community Planning & Economic Development											
Protective Inspection Services											
1	0	558	10 524 60 10 00	Salaries & Wages - Building Inspecto	6,437.51	17,590.57	90,030.15	21,134.00	15,460.48	40,230.57	0
1	0	558	10 524 60 20 00	Benefits - Taxes	555.26	136.29	1,653.22	1,832.00	216.9	1,905.28	0
1	0	558	10 524 60 21 00	Benefits - Healthcare	0	0	3,221.32	3,878.00	321.54	4,033.00	0
1	0	558	10 524 60 22 00	Benefits - Retirement	0.00	0	1,841.41	2,167.00	178.83	2,253.00	0
1	0	558	10 524 60 22 01	Benefits - Retirement (DCP)	0.00	0.00	0	126.00	0	131.04	0
1	0	558	10 524 60 30 00	Office Supplies	0.00	0.00	363.40	150.00	21.06	150.00	0.00
1	0	558	10 524 60 42 03	MNS Service Provider	941.84	1,483.13	3,059.51	1,779.00	1,747.85	2,028.26	0.00
1	0	558	10 524 60 42 05	PRA Compliance Software	249	249	273.90	249.00	0	273.90	0
1	0	558	10 524 60 42 06	City Web Site	115.38	121.23	121.23	125.00	0	820.83	0
1	0	558	10 524 60 42 08	Postage	28.80	21.43	30.71	50.00	25.43	50.00	0.00
1	0	558	10 524 60 42 10	Office Productivity Software	13.59	0.00	0.00	0.00	0.00	0.00	0.00
1	0	558	10 524 60 45 01	Code Publications	1,221.83	0.00	0.00	1,222.00	0.00	1,222.00	0.00
1	0	558	10 524 60 46 00	Insurance	1,040.00	7,893.62	7,604.00	8,328.00	1,300.38	7,604.00	0
1	0	558	10 524 60 49 00	Dues	95	95.00	195	145	95	195	0
Tourism											
1	0	558	30 557 30 00 00	Tourism Promotional Items	291.99	0.00	0	500	0	2,000.00	0
1	0	558	30 557 30 31 00	Supplies	0	0	0	125	0	125	0
1	0	558	30 557 30 44 00	Tourism (VCB Interlocal)	0.00	0	5,000.00	5,000.00	5,000.00	5,000.00	0.00
1	0	558	30 557 30 47 00	Tourism Expenses	670.00	0.00	0.00	1,000.00	319.75	1,000.00	0
1	0	558	30 557 30 48 02	Lodging/Meals/Travel	0	0	895	750	0	895	0
1	0	558	30 557 30 49 00	VCB Dues	0	0	0	200	0	200.00	0
Planning											
1	0	558	60 558 60 10 00	Salaries & Wages	21,937.95	34,710.96	15,673.50	12,625.00	0	16,673.00	16673
1	0	558	60 558 60 20 00	Benefits - Taxes	1,861.11	1,524.65	156.41	1,120.00	0.00	1,164.80	0.00

1	0	558	60 558 60 21 00	Benefits - Health Care	2,590.06	622.7	871.68	711.00	0	906.54	0.00
1	0	558	60 558 60 22 00	Benefits - Retirement	2,968.06	1,267.97	209.05	582	0	582	
1	0	558	60 558 60 22 01	Benefits - Retirement - (DCP)	0	0	0	24	0	24	
1	0	558	60 558 60 31 00	Supplies	50.39	26.56	176.38	500.00	41.46	500.00	500.00
1	0	558	60 558 60 42 03	MNS Service Provider	4,792.98	7,580.32	12,820.34	9,092.00	8,933.64	9,092.00	9292
1	0	558	60 558 60 42 04	E-Governance System	791.27	1,316.66	1,088.66	550	1,689.91	1,088.66	108,866.00
1	0	558	60 558 60 42 05	PRA Compliance Software	249.00	249.00	273.9	249	290.33	249	249
1	0	558	60 558 60 42 06	City Web Site	115.38	121.23	121.23	125	0	125	125
1	0	558	60 558 60 42 08	Postage	123.14	100.71	443.69	150	345.85	304	304.00
1	0	558	60 558 60 42 10	Office Productivity Software	1,261.06	8.67	0.00	0.00	0.00	0.00	0.00
1	0	558	60 558 60 43 00	Engineering Services Planning	1,324.50	1,967.50	1,447.50	2,500.00	294.26	2,500.00	2500
1	0	558	60 558 60 44 00	Planning Services Contract	29,130.97	11,338.75	90,469.65	30,000.00	33,195.08	30,000.00	35000
1	0	558	60 558 60 44 01	Strategic Visioning Facilitator	0	0.00	103.3	2,500.00	0	2,000.00	200
1	0	558	60 558 60 44 02	SMP Update	7,375.00	0	650	0	0	650	650
1	0	558	60 558 60 45 01	Printing	207.12	0	0	50	0	50	50.00
1	0	558	60 558 60 46 00	Insurance	3,122.00	12,559.62	11,799.00	13,251.00	13,887.18	13,251.00	13,251
1	0	558	60 558 60 47 00	Advertising/planning	0.00	308.98	110.64	225.00	239.70	225.00	225
1	0	558	60 558 60 48 01	Training/Education	35	40	540	250.00	0	500.00	500
1	0	558	60 558 60 48 02	Meals/Lodging/Travel	0.00	724.75	55.68	500	0	500	500.00
1	0	558	60 558 60 49 00	TRPC Dues	1,888.00	1,898.23	2,037.00	1,899.00	2,083.00	1,899.00	2,500
Economic Development											
1	0	558	70 558 70 10 00	Salaries & Wages - Econ Dev	6,008.75	28,387.10	38.31	12,156.00	3,836.16	3,500.00	0
1	0	558	70 558 70 20 00	Benefits - Taxes	503.44	1,662.00	803.67	1,068.00	314.41	1,068.00	0
1	0	558	70 558 70 22 00	Benefits - Retirement	827.42	1,520.45	745.09	1,246.00	398.57	1,000.00	0
1	0	558	70 558 70 45 00	Professional Services - EDC Contract	3,750.00	6,250.00	9,675.00	10,000.00	8,750.00	12,500.00	0
1	0	558	70 558 70 45 07	Professional Services - Grant Writer	3,750.00	1,250.00	0.00	3,000.00	0.00	3,000.00	0.00
1	0	558	70 558 70 45 08	P.A.R.C. Foundation	0.00	0.00	3,500.00	2,500.00	3,500.00	2,500.00	0
Social Services											
1	0	560	0 565 10 45 05	Food Warehouse Maintenance	387.67	0.00	0	300.00	483.75	300.00	400.00
1	0	560	0 565 10 45 06	Food Warehouse Utilities	2,717.57	3,783.19	3,914.69	3,711.00	3,242.44	3,711.00	3,711.00
1	0	560	0 565 10 46 00	Food Warehouse Insurance	347	0	623	673	650.19	673	675.00

				Libraries							
1	0	572	0 572 50 10 00	Salaries & Wages	1,447.42	2,475.69	8,990.31	8,886.00	7,250.95	9,241.44	12,886.00
1	0	572	0 572 50 20 00	Benefits - Taxes	168.16	179.6	854.52	784.00	446.35	815.36	1,000.00
1	0	572	0 572 50 21 00	Benefits - Health Care	235.51	114.99	1,514.81	1,775.00	385.66	1,846.00	2000
1	0	572	0 572 50 22 00	Benefits-Retirement	195.6	162.69	857.03	911	488.85	947.44	1300
1	0	572	0 572 50 22 01	Benefits -Retirement (DCP)	0	0	0	58	5.12	60.32	100
1	0	572	0 572 50 31 00	Office Supplies	32.39	0.00	0.00	100.00	0.00	100.00	100.00
1	0	572	0 572 50 31 01	Janitorial Supplies	264.27	250	311.45	250	488.81	250	250
1	0	572	0 572 50 35 06	Fuel	131.36	150.29	558.46	250.00	273.22	250.00	250
1	0	572	0 572 50 45 06	Utilities	4,963.41	4,725.82	5,533.63	4,410.00	4,180.58	4,500.00	5200
1	0	572	0 572 50 46 00	Insurance	2,773.00	3,781.62	3,682.00	3,990.00	4,626.18	3,990.00	3,990.00
1	0	572	0 572 50 48 00	Repairs/Maintenance	1,293.23	605.88	560.68	1,000.00	1,114.37	1,000.00	1000
				Museum							
1	0	575	30 575 30 10 00	Salaries & Wages	13.19	124.69	16,777.63	6,556.00	7,467.96	14,331.77	20,000
1	0	575	30 575 30 20 00	Benefits - Taxes	1.32	6.34	1,321.05	578.00	467.41	601.12	700.00
1	0	575	30 575 30 21 00	Benefits - Health Care	2.08	0.00	1,014.74	1,222.00	381.58	1,270.88	1800
1	0	575	30 575 30 22 00	Benefits - Retirement	1.71	9.24	718.32	731	504.64	760.24	1000
1	0	575	30 575 30 22 01	Benefits - Retirement (DCP)	0	0	0	40	0	40	60
1	0	575	30 575 30 31 00	Office Supplies	61	0	0.00	200.00	0.00	100.00	800
1	0	575	30 575 30 31 01	Janitorial Supplies	190.94	150	0.00	250	200.45	150	250
1	0	575	30 575 30 42 00	Telephone (Land Line)	528.4	573.65	678.77	600.00	508.14	600.00	600
1	0	575	30 575 30 42 02	Alarm Services	0	504	343.76	200	190.8	250	200
1	0	575	30 575 30 42 03	MNS Service Provider	941.86	1,483.03	3,059.45	1,779.00	1,747.85	1,779.00	2500
1	0	575	30 575 30 42 05	PRA Compliance Software	249.00	249.00	273.90	249.00	290.33	300.00	300.00
1	0	575	30 575 30 42 06	City Web Site	115.38	301.23	242.47	302	0.00	945.83	302.00
1	0	575	30 575 30 45 05	Repairs & Maintenance	1,550.57	2,317.76	1,842.94	2,500.00	2,008.73	2,000.00	2,500.00
1	0	575	30 575 30 45 06	Utilities	7,537.79	8,239.09	6,775.42	7,886.00	5,015.28	7,886.00	7886
1	0	575	30 575 30 46 00	Insurance	2,773.00	6,297.62	6,118.00	6,644.00	7,280.18	6,644.00	7,000.00
1	0	575	30 575 30 47 00	Advertising	360	0	0.00	0.00	0.00	0.00	0.00

				Quarry House							
1	0	575	50 575 50 10 00	Salaries & Wages	920.79	1,715.15	4,301.77	4,056.00	12,022.62	4,592.24	8056
1	0	575	50 575 50 20 00	Benefits - Taxes	148.35	127.10	409.20	358.00	973.06	372.32	800
1	0	575	50 575 50 21 00	Benefits - Health Care	163.34	0.00	652.64	1,222.00	534.29	588.28	2400
1	0	575	50 575 50 22 00	Benefits - Retirement	124.52	98.23	455.04	416.00	849.60	432.64	850.00
1	0	575	50 575 50 22 01	Benefits - Retirement (DCP)	0	0.00	0	26.00	12.84	26.00	50.00
1	0	575	50 575 50 31 00	Supplies	0	0.00	0.00	244.00	431.32	150.00	800.00
1	0	575	50 575 50 31 01	Janitorial Supplies	327.4	4.95	81.27	186	900.15	150	186
1	0	575	50 575 50 35 06	Fuel	104.13	0	0	100.00	207.28	200	200.00
1	0	575	50 575 50 42 00	Telephone (Land Line)	646.1	560.12	519.56	651	670.35	651	651
1	0	575	50 575 50 42 01	Internet Service Provider	1,407.86	3,125.49	2,371.05	3,000.00	1,928.70	1,600.00	3,000.00
1	0	575	50 575 50 42 05	PRA Compliance Software	249.00	249	273.9	249.00	290.33	249.00	300.00
1	0	575	50 575 50 42 06	City Web Site	115.38	301.23	121.23	302	0	820.83	500
1	0	575	50 575 50 45 05	Repairs & Maintenance	1,036.59	1,227.06	1,079.67	1,000.00	2,165.92	1,100.00	1000
1	0	575	50 575 50 45 06	Utilities	3,727.68	2,988.37	3,054.94	4,000.00	2,391.34	4,000.00	4,000.00
1	0	575	50 575 50 46 00	Insurance	3,466.00	4,620.62	4,520.00	4,875.00	5,511.18	4,875.00	5,000.00
				Campgrounds							
1	0	576	30 576 30 10 00	Salaries & Wages	5,329.31	20,562.31	7,811.61	3,948.00	9,840.24	5,585.84	10,585.84
1	0	576	30 576 30 20 00	Benefits - Taxes	880.11	1,593.60	1,161.69	348	607.76	856.91	1699.76
1	0	576	30 576 30 21 00	Benefits - Health Care	627.52	685.04	1,123.59	777	350.78	1,400.00	2900
1	0	576	30 576 30 22 00	Benefits - Retirement	481.81	1,406.32	502.43	405	589.3	810	1700
1	0	576	30 576 30 22 01	Benefits - Retirement (DCP)	0	0.00	0.00	26	12.81	26	60
1	0	576	30 576 30 35 08	Fuel	241.72	0.00	357.65	200.00	83.82	200.00	300.00
1	0	576	30 576 30 45 06	Utilities - Campground	0.00	0.00	0.00	300.00	0.00	300.00	300.00
1	0	576	30 576 30 46 00	Insurance - Campground	613	1,530.62	1,501.00	1,615.00	2,251.18	1,615.00	1,615.00
1	0	576	30 576 30 53 00	Taxes & Assessments	35.93	0.00	0	150	0	150	150
				Ballfields & Concessions							
1	0	576	40 576 40 10 00	Salaries & Wages	8,675.14	10,917.56	10,901.70	6,227.00	16,088.51	8,543.41	15795.58
1	0	576	40 576 40 20 00	Benefits - Taxes	963.40	725.36	1,104.32	549.00	1,106.87	701.02	1,236.07

1	0	576	40 576 40 21 00	Benefits - Health Care	929.11	103.17	1,562.42	112	664.45	1,146.25	1703.56
1	0	576	40 576 40 22 00	Benefits - Retirement	1,021.01	944.21	731.91	639.00	1,131.41	639.00	1170.95
1	0	576	40 576 40 22 01	Benefits - Retirement (DCP)	0	0	0	36	20.49	36	50
1	0	576	40 576 40 31 00	Supplies	703.23	195.29	1,132.77	300.00	720.73	300.00	1,000.00
1	0	576	40 576 40 35 06	Fuel	458.65	477.39	785.16	250.00	240.05	500.00	600.00
1	0	576	40 576 40 35 08	Fuel, Diesel	175.85	120.81	289.44	250.00	17.1	500.00	500.00
1	0	576	40 576 40 45 05	Repairs & Maintenance	457.32	131.38	603.57	550.00	855.91	600.00	1,000.00
1	0	576	40 576 40 45 06	Utilities	3,406.63	2,771.94	3,299.93	4,000.00	5,615.83	3,000.00	7,000.00
1	0	576	40 576 40 46 00	Insurance - Ball Fields	613	2,367.62	2,318.00	2,498.00	3,134.18	2,498.00	2500
Park Core & Playground											
1	0	576	80 576 80 10 00	Salaries & Wages	10,053.91	17,398.34	12,282.11	10,369.00	13,503.55	15,261.45	16024.52
1	0	576	80 576 80 20 00	Benefits - Taxes	1,461.58	1,242.08	1,308.46	914.00	964.99	1,300.00	1,365.00
1	0	576	80 576 80 21 00	Benefits - Health Care	1,055.30	316.85	2,504.10	1,889.00	650.19	2,200.00	2310
1	0	576	80 576 80 22 00	Benefits - Retirement	997.43	1,241.20	1,275.91	1,063.00	1,038.52	1,600.00	1,680.00
1	0	576	80 576 80 22 01	Benefits - Retirement (DCP)	0	0	0	62.00	25.63	62	80
1	0	576	80 576 80 31 00	Office Supplies	95.21	291.69	0.00	500.00	47.08	500.00	500
1	0	576	80 576 80 32 00	Hardware & Materials	681.78	748.83	761.97	800.00	1263.21	800.00	1,000.00
1	0	576	80 576 80 34 00	Small Equipment	0.00	894.58	274.93	900.00	1,218.94	900.00	1,200.00
1	0	576	80 576 80 35 03	Fuel	293.33	732.74	2,464.80	1,000.00	948.30	1,000.00	1800
1	0	576	80 576 80 35 04	Fuel, Diesel	0.00	0.00	255.86	800.00	157.60	800.00	800.00
1	0	576	80 576 80 42 05	PRA Compliance Software	249	249	273.9	249	290.33	300	300
1	0	576	80 576 80 42 06	City Web Site	115.38	121.24	121.23	125.00	0.00	820.83	820.00
1	0	576	80 576 80 42 10	Office Productivity Software	190.56	8.65	0.00	0.00	0.00	0.00	0.00
1	0	576	80 576 80 45 05	Repairs & Maintenance (Park)	1,773.40	1,000.56	3,522.18	1,500.00	3,342.73	5,500.00	5500
1	0	576	80 576 80 45 06	Utilities	5,046.84	4,883.57	4,862.71	4,414.00	3,112.57	2,940.00	4,414.00
1	0	576	80 576 80 46 00	Insurance (Park)	2,867.00	2,786.62	2,736.00	2,940.00	3,576.18	2,940.00	2940
1	0	576	80 576 80 53 00	Property Taxes	245.29	245.29	225.52	250	247.29	250	250
1	0	558	60 558 60 42 03	MNS Service Provider	0	4,792.98	7,580.32	9,092.00	12,820.34	9,092.00	9,092.00
1	0	558	60 558 60 42 04	E-Governance System	0.00	791.27	1,316.66	550.00	1,088.66	550.00	1,088.66
1	0	558	60 558 60 42 05	PRA Compliance Software	0.00	249.00	249.00	249.00	273.90	249.00	249

Other Decreases in fund resources											
1	0	580	0 582 00 00 02	Deposit Refund / Special Events	0.00	400.00	400.00	900.00	0.00	400.00	0
1	0	580	0 582 10 00 04	Deposit Refund/Hydrant Meter	0	184.14	0.00	61.00	0.00	61.00	0.00
1	0	580	0 588 10 00 00	Prior Period(s) Adjustments - Other	6,612.02	0.00	0	0	0	0	0
1	0	580	0 589 00 00 02	Deposit Refund / Special Events	100	0.00	0.00	0.00	0.00	0.00	0.00
1	0	580	0 589 10 00 01	Deposit Refunds / Facility Rental	1,890.00	75.00	185.00	3,434.00	3,130.00	200.00	0.00
1	0	580	0 589 10 00 04	Deposit Refund/Hydrant Meter	0.00	0.00	108.89	0.00	0.00	0.00	0.00
1	0	580	0 589 30 00 02	Building Code Fees	480.50	416.00	473.00	207.00	221.50	480.00	0.00
1	0	580	0 589 30 00 03	Crime Victim Comp Fund	272.76	214.04	150.01	461.00	145.98	461.00	0.00
1	0	580	0 589 30 00 04	Trauma	380.36	188.37	123.14	776.00	308.05	175.00	0.00
1	0	580	0 589 30 00 05	Auto Theft Prevention	660.97	365.4	246.99	1,507.00	567.80	175.00	0.00
1	0	580	0 589 30 00 06	Trauma Brain Injury	269.95	145.76	102.37	301	284.49	301	0
1	0	580	0 589 30 00 07	State Fees 3	294.71	238.55	210.37	281	373.08	281.00	0
1	0	580	0 589 30 00 08	WSP Highway Account	432.26	101.86	6.42	420.00	170.28	420.00	0.00
1	0	580	0 589 30 00 09	Highway Safety	0	0.00	0.00	39.00	0	39.00	0.00
1	0	580	0 589 30 00 10	Death Investigation	39.99	135.15	0.61	150.00	16.32	150.00	0.00
1	0	580	0 589 30 00 15	Thurston-Mason Behavioral Health	0	0	591.11	500.00	475.05	500.00	0.00
1	0	580	0 589 90 00 01	Claims/Receipt Clearing	12,105.95	1,655.19	0.00	0.00	0.00	0.00	0.00
1	0	580	0 589 91 00 00	State Fees	6,825.74	4,365.69	3,064.59	11,869.00	3,702.16	2,500.00	0.00
1	0	580	0 589 92 00 00	State Fees 2	3,707.49	2,554.51	1,816.22	6,266.00	2,161.21	2,500.00	0.00
1	0	580	0 589 97 00 00	JIS	2,112.96	1,029.15	723.47	4,035.00	1,535.85	500	0
1	0	580	0 589 99 00 00	School Zone Safety	137.85	144.17	49.63	443	279.93	150	0
1	0	580	0 599 14 00 99	Payroll Benefit Clearing Account	29,823.63	-30,582.99	-2,659.87	0	-12,696.39	0	0
1	0	560	0 565 10 45 05	Food Warehouse Maintenance	0.00	387.67	0.00	300.00	0.00	300.00	300.00
1	0	560	0 565 10 45 06	Food Warehouse Utilities	2,366.44	2,717.57	3,783.19	3,711.00	3,914.69	3,711.00	3,711.00
1	0	560	0 565 10 46 00	Food Warehouse Insurance	0.00	347.00	0.00	673.00	623.00	673.00	673.00

1	0	597	0 597 00 00 01	Transfer To Quarry Pool (Fund 002)	0	0	0	15,810.19	20,000.00	20,000.00	0
1	0	597	0 597 00 00 02	Transfer To Street Fund (#101)	0.00	0.00	0.00	38,785.48	0.00	0	0
1	0	597	0 597 00 00 05	Transfer To Contingency	0	0	0	0	60,000.00	60,000.00	0
1	0	597	0 597 00 00 18	Transfer To #310	0	0	0.00	0	325,000.00	325,000.00	0
1	0	576	0 576 80 45 04	Replacement Of Damaged Park PG E	0	0	0	0	15,191.28	0	0
1	0	576	30 576 30 10 00	Salaries & Wages	0	5,329.31	20,562.31	8,740.00	7,811.61	3,948.00	5,585.84
2	0	397	0 397 00 00 01	Transfer From #001	0.00	0.00	0.00	15,810.19	20,000.00	20,000.00	0.00
2	0	397	0 397 00 00 08	Transfer From #109	9,084.33	0.00	0	0	0.00	0.00	0.00
Park Facilities											
1	0	576	40 576 40 21 00	Benefits - Health Care	0	929.11	103.17	1,046.00	1,562.42	112.00	1,146.25
1	0	576	40 576 40 22 00	Benefits - Retirement	0	1,021.01	944.21	815	731.91	639	639
1	0	576	40 576 40 22 01	Benefits - Retirement (DCP)	0	0	0	0	0	36	36
Pool Operations											
2	0	576	100 576 20 47 00	Advertising	0	0	0	142	0.00	142	0
2	0	576	100 576 20 48 01	Lifeguard Training	0	0	0	600.00	900.00	600.00	0.00
2	0	576	100 576 21 10 00	Salaries & Wages - Lifeguards	0	0	0	28,725.00	1,849.45	28,725.00	0
2	0	576	100 576 21 20 00	Benefits - Taxes - Lifeguards	0	0	0	2,198.00	141.50	2,198.00	0.00
Pool Maintenance											
2	0	576	200 576 20 10 00	Salaries & Wages - Full Time Employ	2,825.46	1,913.00	5,045.26	2,070.00	7,865.50	2,152.80	0
2	0	576	200 576 20 20 00	Benefits - Taxes - Full Time	0	142.67	449.96	214	456.53	434	0
2	0	576	200 576 20 20 03	Benefits - Taxes - Full Time	299.32	0.00	0.00	0.00	0.00	0.00	0.00
2	0	576	200 576 20 21 00	Benefits - Health Care - Full Time	0	0	740.28	889.00	392.10	924.56	0.00
2	0	576	200 576 20 21 03	Benefits - Health Care - Full Time	580.51	0	0	0	0	0	0
2	0	576	200 576 20 22 00	Benefits - Retirement - Full Time	0	206.96	496.31	213	560.23	372	0

2	0	576	200 576 20 22 01	Benefits - Retirement -(DCP) Full Tir	0	0	0.00	29.00	0.00	29.00	0.00
2	0	576	200 576 20 22 03	Benefits - Retirement - Full Time	517.44	0	0	0	0	0	0
2	0	576	200 576 20 31 00	Supplies	7.1	163.04	34.55	1,651.00	702.45	1,651.00	0
2	0	576	200 576 20 32 00	Bldg Hdw/Materials	0	0	0	110	13.18	110	0
2	0	576	200 576 20 42 02	Telephone (Land Line)	0.00	0.00	0.00	466.00	0.00	466.00	0.00
2	0	576	200 576 20 42 05	PRA Compliance Software	0.00	0.00	0.00	249.00	0.00	249.00	0.00
2	0	576	200 576 20 42 06	City Web Site	115.38	121.23	121.23	125.00	0.00	820.83	0.00
2	0	576	200 576 20 45 02	Repairs & Maintenance (Pool)	2,061.90	1,026.33	322.04	1,516.00	2,010.99	1,516.00	0.00
2	0	576	200 576 20 45 06	Utilities	1,210.75	1,180.43	1,155.83	4,037.00	819.80	4,037.00	0.00
2	0	576	200 576 20 46 00	Insurance (Pool)	900.00	2,520.91	2,471.00	2,660.00	1,300.38	2,660.00	0.00
2	0	576	200 576 20 47 00	Advertising	0.00	0	0.00	0.00	0.00	0.00	0.00
2	0	576	200 576 20 49 02	Operating Permit/Taxes	750	0	785	1,223.00	2,557.40	1,223.00	0
				Quarry House							
1	0	575	50 575 50 22 01	Benefits - Retirement (DCP)	0.00	0	0	0.00	0	26	26
1	0	575	50 575 50 31 00	Supplies	233.93	0	0	244	0	244	150
1	0	575	50 575 50 31 01	Janitorial Supplies	33.43	327.4	4.95	186	81.27	186	150
3	0	340	0 342 10 00 00	Tuition Fees	0	0	0	10,000.00	0.00	10,000.00	0.00
1	0	575	50 575 50 42 00	Telephone (Land Line)	833.24	646.1	560.12	651	519.56	651	651
1	0	575	50 575 50 42 01	Internet Service Provider	0	1,407.86	3,125.49	1,100.00	2,371.05	3,000.00	1,600.00
1	0	575	50 575 50 42 05	PRA Compliance Software	249	249	249	249	273.9	249	249
101	0	310	0 318 35 00 00	REET	34,812.36	16,626.46	47,609.64	21,234.00	14,725.75	37,136.00	0.00
1	0	576	30 576 30 53 00	Taxes & Assessments	0	35.93	0	15,064.00	0	150	150
1	0	576	40 576 40 10 00	Salaries & Wages	0.00	8,675.14	10,917.56	6,471.00	10,901.70	6,227.00	8,543.41
1	0	576	40 576 40 20 00	Benefits - Taxes	0	963.4	725.36	817.00	1,104.32	549.00	701.02
101	0	320	0 322 40 00 00	Street Use Permit	900	500	1,705.00	539.00	505.00	539	0.00
1	0	576	40 576 40 22 00	Benefits - Retirement	0	1,021.01	944.21	815	731.91	639	639
1	0	576	40 576 40 22 01	Benefits - Retirement (DCP)	0.00	0	0	0.00	0	36.00	36
1	0	576	40 576 40 31 00	Supplies	281.4	703.23	195.29	285	1,132.77	300	300

101	0	330	0 334 03 80 01	Ritter Street SCAP Grant	0	0	0	545,003.00	634,862.00	545,003.00	0
101	0	330	0 334 05 90 01	Hodgden Street Intersection	0	0	0	0	0	137,000.00	0
101	0	330	0 336 00 71 00	Multimodal Transpo City	2,508.25	2,483.26	2,647.40	2,620.00	1,894.42	2,620.00	0
101	0	330	0 336 00 87 00	Mv Fuel Tax - Streets	33,893.87	35,246.64	37,732.04	36,028.00	23,620.07	36,028.00	0
101	0	360	0 361 11 45 21	Investment Interest	14.10	84,358.65	-12.29	171.00	0.00	435.00	0.00
1	0	576	40 576 40 45 05	Repairs & Maintenance	784.72	457.32	131.38	513	603.57	550	600
1	0	576	40 576 40 45 06	Utilities	8,307.67	3,406.63	2,771.94	3,859.00	3,299.93	4,000.00	3,000.00
1	0	576	40 576 40 46 00	Insurance - Ball Fields	967	613.00	2,367.62	2,159.00	2,318.00	2,498.00	2,498.00
1	0	576	80 576 80 20 00	Benefits - Taxes	5,708.90	1,461.58	1,242.08	1,097.00	1,308.46	914.00	1,300.00
1	0	576	80 576 80 21 00	Benefits - Health Care	3,073.29	1,055.30	316.85	2,182.00	2,504.10	1,889.00	2,200.00
1	0	576	80 576 80 22 00	Benefits - Retirement	3,200.41	997.43	1,241.20	1,122.00	1,275.91	1,063.00	1,600.00
Roads/Streets											
101	0	542	0 542 30 10 00	Salaries & Wages	19,116.40	21,077.79	22,570.43	22,603.00	24,856.68	23,507.12	24,682.48
101	0	542	0 542 30 20 00	Benefits - Taxes	2,332.00	1,677.61	2,341.23	1,993.00	1,899.40	2,372.72	2,491.36
101	0	542	0 542 30 21 00	Benefits - Health Care	3,262.13	644.79	4,858.65	4,546.00	1,335.09	4,527.84	4754.23
101	0	542	0 542 30 22 00	Benefits - Retirement	2,451.86	1,672.94	2,262.30	2,317.00	2,216.44	2,409.68	2530.16
101	0	542	0 542 30 22 01	Benefits - Retirement (DCP)	0	0	0	148	0.00	148.00	155.40
101	0	542	0 542 30 31 00	Supplies	392.25	606.42	674.81	800.00	272.16	800.00	1,000.00
101	0	542	0 542 30 33 00	Small Tools	139.25	405.36	128.2	500	270.05	500	500
101	0	542	0 542 30 35 00	Fuel	336.86	542.59	2,187.79	800	2,298.55	2,000.00	3000
101	0	542	0 542 30 35 02	Fuel, Diesel	440.98	622.89	554.86	800	804.07	800	1000
101	0	542	0 542 30 46 00	Insurance	468	1,360.62	1,310.00	1,436.00	1,300.38	1,436.00	1464
101	0	542	0 542 30 48 01	Auto Repair	246.47	0.00	604.69	500	691.5	1,000.00	1500
101	0	542	0 542 30 48 02	Maintenance/repair	2,356.76	3,633.98	4,665.96	4,000.00	847.96	5,000.00	5000
101	0	542	0 542 63 47 00	Utilities / Street Lighting	33,009.39	35,776.04	36,337.85	37,000.00	26,048.50	37,000.00	37000
101	0	542	0 542 64 48 00	Traffic Control Devices	504.62	1,266.61	165.72	2,500.00	186.59	1,500.00	1500
101	0	542	0 542 67 50 00	Street Cleaning	0	0	0	1,500.00	0	1,500.00	1500
101	0	542	0 542 67 50 01	Street Painting/Striping	0.00	0	0	750	0	1,000.00	1000

Capital Expenditures

101	0	594	0 595 10 41 01	Professional Engineering Services	0.00	2,134.00	3,126.93	2,241.00	1,353.00	2,241.00	0.00
101	0	594	0 595 10 43 01	Ritter Street Engineering	0.00	62,959.69	69,370.43	25,665.00	0	0.00	0.00
101	0	594	0 595 30 50 00	Street Sign Replacement	1,224.59	944.91	0.00	1,500.00	1,206.58	1,500.00	1,500.00
101	0	594	0 595 30 62 01	Ritter Street Roadway	0	0	483,574.68	480,865.00	42,047.34	480,865.00	0
101	0	594	0 595 30 63 03	Pot Hole Supplies	2,121.12	1,571.49	1,632.67	1,500.00	686.53	1,500.00	0
101	0	594	0 595 40 62 02	Ritter Street Drainage	0.00	0.00	14,335.00	14,335.00	7,515.47	14,335.00	0
101	0	594	0 595 61 62 03	Ritter Street Sidewalks	0.00	0	14,335.00	14,335.00	7,599.97	14,335.00	0
101	0	594	0 595 62 62 00	Hodgden Street Intersection	0.00	0.00	0.00	0.00	29,498.56	137,000.00	0
				Other Decreases in fund revenues							
1	0	580	0 589 10 00 01	Deposit Refunds / Facility Rental	0	1,890.00	75	3,434.00	185	3,434.00	200
1	0	580	0 589 30 00 08	WSP Highway Account	618.84	432.26	101.86	420	6.42	420	420
1	0	580	0 589 30 00 09	Highway Safety	0	0	0	39	0	39	39
1	0	580	0 589 30 00 10	Death Investigation	97.86	39.99	135.15	78.00	0.61	150.00	150.00
102	0	308	0 313 27 10 00	Beginning Balance	0.00	0	0.00	0	0.00	8,011.92	0
1	0	580	0 589 90 00 01	Claims/Receipt Clearing	0	12,105.95	1,655.19	0	0	0	0
1	0	580	0 589 91 00 00	State Fees	10,693.24	6,825.74	4,365.69	11,869.00	3,064.59	11,869.00	2,500.00
102	0	310	0 313 27 00 00	Affordable & Supportive Housing Sal	0.00	0.00	16,635.63	36,000.00	28,707.93	36,000.00	0.00
1	0	580	0 589 97 00 00	JIS	3,495.00	2,112.96	1,029.15	4,035.00	723.47	4,035.00	500.00
1	0	580	0 589 99 00 00	School Zone Safety	286.03	137.85	144.17	443.00	49.63	443.00	150.00
1	0	580	0 589 99 00 99	Draw Clearing	0	0	0.00	0.00	0.00	0.00	0.00
109	0	360	0 361 11 45 22	Investment Interest	269.88	41.13	0	435	0	435	0
1	0	580	0 599 14 00 99	Payroll Benefit Clearing Account	0	29,823.63	-30,582.99	0.00	-2,659.87	0.00	0.00
101	0	542	0 542 30 46 00	Insurance	468	1,360.62	1,310.00	1,436.00	1,300.38	1,436.00	0
101	0	542	0 542 30 48 01	Auto Repair	246.47	0	604.69	500	691.5	1,000.00	0
109	0	397	0 397 00 00 49	Transfer From Water Fund	0.00	0.00	0.00	0.00	0	0.00	0
109	0	397	0 397 00 10 01	Transfer From #001	0.00	0.00	0.00	0.00	60,000.00	60,000.00	0.00

1	0	597	0 597 00 00 02	Transfer To Street Fund (#101)	26,800.16	0.00	0	5,703.00	0	38,785.48	0
1	0	597	0 597 00 00 03	Transfer To Contingency Fund (#109)	3,510.73	0	0	0.00	0	0.00	0
1	0	597	0 597 00 00 05	Transfer To Contingency	0	0	0	0	0	0.00	60,000.00
2	0	360	0 367 11 05 02	Quarry Pool Donations	9,020.00	100	0.00	10,000.00	0.00	10,000.00	0
310	0	310	0 318 34 03 01	REET	54,155.49	42,819.87	72,220.65	37,136.00	27,347.91	26,905.00	0
2	0	397	0 397 00 00 01	Transfer From #001	10,752.47	0	0	9,010.00	0	15,810.19	20,000.00
2	0	397	0 397 00 00 08	Transfer From #109	0	9,084.33	0	0.00	0	0.00	0
310	0	330	0 330 14 00 00	CDBG Quarry Pool 2022 Funds	0	0	0	0	107,721.53	450,000.00	0
310	0	330	0 331 14 00 01	Housing Rehab Loan Payments	20,217.54	32,000.00	0	0	0	0	0
310	0	330	0 333 14 00 00	CDBG Grant - Quarry Pool Renovatic	0	0	18,597.38	172,318.00	153,720.00	153,720.00	0
310	0	330	0 333 14 00 01	CDBG Grant - Quarry House Renoval	0.00	0	106,737.92	256,481.00	298,321.81	256,481.00	0
310	0	330	0 334 10 00 01	Leg Direct Grant - City Hall Renovatic	21,015.27	0.00	479,704.35	339,409.00	3,980.38	0.00	0.00
310	0	330	0 334 40 00 00	HAPI Grant-WA Dept Of Commerce	0	0	0	74,260.00	74,260.00	74,260.00	0
310	0	330	0 337 00 00 01	Port Of Olympia Small Cities Grant	0	0	10,000.00	10,000.00	6,000.00	10,000.00	0
310	0	330	0 337 00 00 02	2022 Heritage Grant	0	0	10,000.00	5,000.00	0	5,000.00	0
310	0	330	0 337 00 00 03	Nisqually Tribe Grant	5,000.00	0	0	0	13,647.93	0	0
310	0	330	0 337 00 00 04	ARPA-2021	0	0	-3,024.00	135,305.00	0.00	80,000.00	0
310	0	330	0 337 00 00 05	ARPA-2022	0	0	260,559.00	260,305.00	0	92,921.80	0
310	0	330	0 337 00 00 06	Leg Direct Grant-Park Bathrooms	0	0	0	0	0	575,000.00	0
310	0	330	0 337 00 00 07	2023 Lodging Tax Award	0.00	0	0	0.00	0	3,000.00	0.00
Park Facilities											
Pool Operations											
2	0	576	100 576 20 48 01	Lifeguard Training	0.00	0	0	600	0	600	600.00
2	0	576	100 576 21 10 00	Salaries & Wages - Lifeguards	16,616.56	0	0	19,986.00	0	28,725.00	28,725.00
2	0	576	100 576 21 20 00	Benefits - Taxes - Lifeguards	0	0	0	416	0	2,198.00	2,198.00

Pool Maintenance												
2	0	576	200 576 20 10 00	Salaries & Wages - Full Time Employ	6,861.10	2,825.46	1,913.00	4,620.00	5,045.26	2,070.00	2,152.80	
2	0	576	200 576 20 21 00	Benefits - Health Care - Full Time	0	0	0	1,290.00	740.28	889	924.56	
2	0	576	200 576 20 21 03	Benefits - Health Care - Full Time	0.00	580.51	0	0.00	0.00	0.00	0	
2	0	576	200 576 20 22 00	Benefits - Retirement - Full Time	0	0	206.96	582	496.31	213	372	
2	0	576	200 576 20 31 00	Supplies	0	7.1	163.04	1,651.00	34.55	1,651.00	1,651.00	
2	0	576	200 576 20 31 02	Supplies	2,277.33	0	0	0	0	0	0	
2	0	576	200 576 20 42 02	Telephone (Land Line)	0	0	0	466	0	466	466	
2	0	576	200 576 20 42 05	PRA Compliance Software	0.00	0	0	249	0	249	249	
2	0	576	200 576 20 42 06	City Web Site	0.00	115.38	121.23	125.00	121.23	125.00	820.83	
2	0	576	200 576 20 45 02	Repairs & Maintenance (Pool)	0.00	2,061.90	1,026.33	1,516.00	322.04	1,516.00	1,516.00	
2	0	576	200 576 20 45 06	Utilities	0.00	1,210.75	1,180.43	4,037.00	1,155.83	4,037.00	4,037.00	
2	0	576	200 576 20 46 00	Insurance (Pool)	0.00	900.00	2,520.91	1,790.00	2,471.00	2,660.00	2,660.00	
310	0	330	0 594 76 60 11	ARPA 2022	0	0	167,383.20	260,305.00	94,529.53	92,921.80	0	
2	0	576	200 576 20 48 02	Repairs & Maintenance (Pool)	1,542.02	0	0	0	0	0	0	
2	0	576	200 576 20 49 02	Operating Permit/Taxes	0	750	0	1,223.00	785	1,223.00	1,223.00	
Capital Expenditures												
310	0	558	0 594 58 60 01	Port/Facade Grants	1,000.00	2,000.00	6,000.00	10,000.00	9,250.69	10,000.00	10000	
310	0	558	0 594 70 00 00	Leg Direct Grant-Park Bathrooms	0.00	0.00	0.00	0.00	0.00	575,000.00	0	
310	0	594	0 594 18 60 03	Danger Tree Management	0.00	0	0.00	0.00	5,296.90	15,000.00	15,000.00	
310	0	594	0 594 21 45 02	PW Truck-Street Sweeper	0.00	0.00	739.16	40,000.00	51,952.02	150,000.00	40,000.00	
310	0	594	0 594 75 60 01	Museum Reno	0	0	17,447.27	20,000.00	0.00	1,000.00	1,000.00	
310	0	594	0 594 76 50 05	ARPA 2021	0.00	0	0	0.00	35,001.03	80,000.00	0	
310	0	594	0 594 76 60 00	Park Improvements - General	2,289.79	2,094.80	8,102.75	5,000.00	49,802.35	210,000.00	100000	
310	0	594	0 594 76 60 01	Interpretive Signs	61.32	0	2,262.40	3,000.00	1,087.65	3,000.00	3000	
310	0	594	0 594 76 60 02	Quarry Pool Renovation Project	14,189.27	24,840.51	15,670.15	172,318.00	264,359.95	440,000.00	0.00	
310	0	594	0 594 76 60 03	Quarry House Renovation Project	5,331.36	2,719.00	240,259.50	237,192.00	175,276.87	237,192.00	0	
310	0	594	0 594 76 60 04	Caboose Restoration	21,517.96	7,781.26	931.85	6,560.00	0	0	0	
310	0	594	0 594 76 60 05	Pump Track	0.00	0.00	27,916.46	50,000.00	0.00	0.00	0.00	

310	0	594	0 594 76 60 06	HAPI Grant - WA Dept Of Commerce	0	60,351.81	1,573.75	74,260.00	34,163.10	74,260.00	0.00
310	0	594	0 594 76 60 07	Quarry House-Ramp	0.00	0.00	4,442.48	20,000.00	8,603.10	10,000.00	0.00
310	0	594	0 594 76 60 08	Library-Exterior Wall	0	0	0	2,300.00	0.00	2,300.00	3,500.00
310	0	594	0 594 76 60 09	CDBG 2022 Quarry Pool	0	0	0	0.00	7,543.18	450,000.00	0.00
310	0	594	0 594 76 60 10	Old PW Shop Repair/Maint.	0	0	24,053.73	30,000.00	1,306.18	2,500.00	10,000.00
310	0	594	0 594 76 63 02	Campground Improvements	0.00	0.00	1,499.21	1,500.00	0	1,500.00	0
			594 76 60 11	RTV-XG850 Sidekick Utility Vehicle							20,000.00
310	0	594	0 595 10 42 01	Engineering - City Hall Reno	30,308.73	9,337.68	83,775.93	95,591.00	0	0	0
310	0	594	0 595 50 42 02	Structures - City Hall Reno	0	136,527.57	241,473.00	241,473.00	22,503.93	0.00	0.00
310	0	594	0 595 76 64 01	ARTS WA Grant	0	0	0	0	10,805.93	13,583.34	0.00
310	0	594	0 595 76 65 01	2023 Lodging Tax Award	0.00	0.00	0.00	0.00	1,900.00	3,000.00	0.00
101	0	330	0 336 00 87 00	Mv Fuel Tax - Streets	37,632.52	33,893.87	35,246.64	37,130.00	37,732.04	36,028.00	36,028.00
102	0	310	0 313 27 00 00	Affordable & Supportive Housing Sal	0	0	0	0	16,635.63	36,000.00	36,000.00
310	80	594	0 594 60 70 00	Playground Funds	0	0	429,306.22	499,550.00	79,498.36	70,000.00	0
101	0	360	0 361 11 45 21	Investment Interest	52.42	14.1	84,358.65	171.00	-12.29	171.00	435
109	0	360	0 361 11 45 22	Investment Interest	533.16	269.88	41.13	435	0	435	435
101	0	397	0 397 00 00 02	Transfer From #001	26,800.16	0	0	5,703.00	0	38,785.48	0
101	0	397	0 397 00 00 09	Transfer From #109	0	9.06	0	0	0	0	0
330	0	330	0 334 01 10 00	State Direct/Indirect Grant From Crii	0.00	0	15,464.16	15,464.16	0	15,464.16	0
109	0	397	0 397 00 00 49	Transfer From Water Fund	0	0	0.00	0.00	0.00	0.00	0
109	0	397	0 397 00 10 01	Transfer From #001	0	0	0	0	0	0	60,000.00
101	0	308	0 594 38 00 04	Beginning Balance	0	0	0	0	0	0	0
330	0	594	0 594 21 00 03	Nisqually Tribe Grant	0	0	0	0	7,427.00	13,647.93	0
310	0	521	0 594 21 45 00	Law Enforcement - Vehicle Lease	27,926.65	27,926.65	0	0	0	0	0
109	0	308	0 594 38 00 05	Ending Balance	0	0.00	0.00	0.00	0.00	96,985.00	0
101	0	542	0 542 30 10 00	Salaries & Wages	40,448.56	19,116.40	21,077.79	15,873.00	22,570.43	22,603.00	23,507.12
401	0	340	0 343 40 00 00	Water Services	244,733.17	236,191.82	250,687.57	242,647.00	221,503.51	230,000.00	0.00

401	0	340	0 343 40 00 02	Water Account Activation Fee	3,240.00	3,480.00	3,120.00	3,000.00	1,520.00	3,000.00	0.00
401	0	340	0 343 40 03 00	Excise Tax	12,136.71	12,097.51	12,605.68	11,724.00	11,098.24	12,000.00	0.00
401	0	340	0 343 40 04 00	Hydrant Permits	885.61	152.49	93.22	231	0	231.00	0
401	0	340	0 359 00 00 04	Late Charge Penalty - Water	4,249.64	602.52	11,918.97	27,163.00	7,293.99	12,000.00	0
101	0	542	0 542 30 33 00	Small Tools	214.62	139.25	405.36	83	128.2	500	500
101	0	542	0 542 30 35 00	Fuel	19.71	336.86	542.59	151	2,187.79	800	2,000.00
101	0	542	0 542 30 35 02	Fuel, Diesel	1,991.34	440.98	622.89	458	554.86	800.00	800
401	0	360	0 361 11 45 24	Interest	2,257.86	351.73	0.00	2,500.00	-0.69	2,500.00	0.00
101	0	542	0 542 30 35 09	Fuel, Grader	16.63	0	0	23.00	0.00	0.00	0
101	0	542	0 542 30 35 11	Fuel, Street Sweeper	214.83	0	46.4	63	0	0	0
101	0	542	0 542 30 35 12	Fuel, Vactor Truck	286.23	161.26	354.89	77	0	0	0
Water Utilities											
401	0	534	0 534 00 40 00	Audit Costs	0	0	0	4,963.00	5,588.05	4,963.00	5,000.00
401	0	534	0 534 80 10 00	Salaries & Wages	106,037.53	66,689.46	77,434.09	79,953.00	70,947.24	93,301.05	97,966.1
401	0	534	0 534 80 20 00	Benefits - Taxes	12,377.17	5,827.10	7,439.89	7,042.00	5,716.83	7,394.05	7,763.75
401	0	534	0 534 80 21 00	Benefits - Health Care	16,898.17	2,775.48	13,680.98	14,655.00	3,569.73	15,387.75	16,157.14
401	0	534	0 534 80 22 00	Benefits - Retirement	14,888.92	4,947.28	7,838.99	8,196.00	6,765.83	8,605.80	9,036.09
401	0	534	0 534 80 22 01	Benefits - Retirement (DCP)	0.00	0	0.00	476.00	0.00	476.00	500.00
401	0	534	0 534 80 23 00	Safety Clothing	547.48	1,887.46	1,242.45	1,200.00	538.29	1,500.00	1,500.00
401	0	534	0 534 80 31 00	Supplies	6,844.07	3,133.17	5,609.47	5,500.00	5,696.82	8,500.00	8,500.00
401	0	534	0 534 80 31 01	Corrosion Control Supplies	2,225.86	1,440.35	2,910.13	2,500.00	1,815.01	2,500.00	3,500.00
401	0	534	0 534 80 33 00	Small Tools & Equipment	1,012.94	1,947.59	1,122.67	1,500.00	2,048.34	1,500.00	2,500.00
401	0	534	0 534 80 35 00	Fuel	976.83	1,454.79	4,830.51	3,000.00	2,476.03	4,000.00	5000
401	0	534	0 534 80 35 01	Fuel - Diesel	70.45	415.2	2,004.64	2,000.00	531.47	2,000.00	3,000.00
401	0	534	0 534 80 41 03	Water Utilities - Professional Service	0.00	0.00	22,146.25	30,265.00	15,968.75	30,265.00	30,265.00
401	0	534	0 534 80 42 00	Telephone (Land Line)	2,876.23	2,836.18	3,018.33	4,500.00	2,794.22	2,850.00	4500
401	0	534	0 534 80 42 03	MNS Service Provider	1,393.29	1,433.80	3,059.51	1,779.00	1,962.15	2,500.00	2500
401	0	534	0 534 80 42 05	PRA Compliance Software	249	249.00	273.9	249.00	290.38	249.00	400.00
401	0	534	0 534 80 42 06	City Web Site	115.38	121.23	121.23	125.00	0.00	125.00	125.00
401	0	534	0 534 80 42 08	Postage	4,621.72	1,855.29	2,451.67	3,648.00	1,681.95	3,000.00	3,000.00
401	0	534	0 534 80 42 09	Telephone (Cellular)	1,604.74	1,390.90	1,394.32	1,688.00	1,300.79	1,688.00	1,688.00

401	0	534	0 534 80 42 10	Office Productivity Software	926.87	187.41	109.7	190.00	214.30	190.00	250.00
401	0	534	0 534 80 42 13	BIAS Financial Software	500.00	1,813.48	2,001.22	2,200.00	0.00	2,200.00	2,200.00
401	0	534	0 534 80 45 03	Professional Testing Service	1,900.00	1,839.00	3,052.96	2,500.00	1,049.00	2,500.00	2500
401	0	534	0 534 80 45 04	Repair & Maintenance	5,963.06	13,963.02	7,899.26	15,000.00	4,888.21	15,000.00	15000
401	0	534	0 534 80 45 05	Computer Software Maintenance	1,500.00	0	0	1,500.00	0	1,500.00	1500
401	0	534	0 534 80 46 00	Insurance	13,529.00	6,036.62	5,856.00	6,370.00	1,300.38	6,370.00	6,370.00
401	0	534	0 534 80 47 00	Utilities	13,020.22	13,322.17	17,234.89	13,079.00	15,489.59	13,079.00	15000
401	0	534	0 534 80 48 01	Education / Training	872	820	260	1,000.00	150	1,000.00	1000
401	0	534	0 534 80 48 02	Meals/Lodging/Travel	0	0	0	500	0.00	500.00	500.00
401	0	534	0 534 80 49 00	Misc Dues, Subs & Tuition	580.2	2,147.20	1,555.20	2,500.00	1,300.00	2,500.00	2,500.00
401	0	534	0 534 80 53 00	State Water Excise Tax	16,051.77	17,200.84	14,884.89	13,300.00	0	13,300.00	13300
330	0	330	0 334 01 10 00	State Direct/Indirect Grant From Crii	0	0	15,464.16	15,464.16	0	15,464.16	0
109	0	360	0 361 11 45 22	Investment Interest	533.16	269.88	41.13	435	0	435	435
402	0	340	0 343 40 01 00	Water Surcharge/Cap. Improve	39,863.35	39,681.24	56,960.07	38,542.00	28,068.15	38,542.00	32542
402	0	340	0 343 40 02 00	Tapping Fees	70,000.00	15,000.00	20,000.00	10,000.00	7,500.00	10,000.00	10000
401	0	340	0 343 40 00 00	Water Services	244,733.17	236,191.82	250,687.57	242,647.00	215,281.62	230,000.00	0
310	0	310	0 318 34 03 01	REET	48,580.52	54,155.49	42,819.87	37,136.00	72,220.65	37,136.00	26,905.00
310	0	594	0 594 18 60 03	Danger Tree Management	6,581.90	0	0	0	0	0	15,000.00
402	0	591	0 591 34 70 00	DWSRF Loan Repayment	6,686.39	6,519.23	6,519.23	6,545.00	0	6,545.00	0
				Capital Expenditures							
402	0	594	0 594 34 43 00	Water Comp Plan Update	0.00	6,346.50	5,257.50	6,425.00	11,300.50	6,425.00	6,425.00
402	0	594	0 594 34 45 03	Reservoir Cleaning	0.00	0.00	5,967.00	7,000.00	0.00	0.00	0.00
402	0	594	0 594 34 61 00	Water Rights	0.00	0.00	0.00	10,000.00	0.00	10,000.00	10000
402	0	594	0 594 34 61 01	Third Well	0	0	0	7,500.00	0.00	10,000.00	10,000.00
402	0	594	0 594 34 62 01	Emergency Response Vehicle	84,684.88	-88.25	38,164.33	40,000.00	38,875.44	40,000.00	53822.96
402	0	594	0 594 34 63 01	Well #1	7,270.81	2,500.00	2,105.00	2,500.00	4,754.84	5,000.00	10,000.00
402	0	594	0 594 34 63 02	Fire Hydrants	0.00	0.00	339.21	516.00	0.00	1,000.00	1,000.00

402	0	594	0 594 34 63 09	Water Main Replacement	0.00	4,223.73	375,591.62	219,292.79	61,974.23	50,000.00	100,000.00
402	0	594	0 594 34 64 05	Radio Read Meter Reading	103,620.59	1,847.40	728.35	10,000.00	211.95	10,000.00	10,000.00
402	0	594	0 594 34 64 06	Meter Read Tower	0.00	0.00	0.00	0.00	0.00	0.00	0.00
402	0	594	0 594 34 64 07	Street Sweeper Finance Payment	0.00	0.00	0.00	0.00	0.00	32,500.00	32,500.00
402	0	594	0 594 34 65 00	Water System Repairs	5,575.59	6,818.00	55,471.66	10,000.00	1,050.00	10,000.00	10,000.00
402	0	594	0 594 50 60 02	PW Shop Maintenance	0	0	1,305.61	2,500.00	0.00	2,500.00	2,500.00
310	0	594	0 594 76 60 08	Library-Exterior Wall	0	0	0.00	0.00	0.00	2,300.00	2,300.00
310	0	594	0 594 76 60 09	CDBG 2022 Quarry Pool	0.00	0.00	0.00	0.00	0.00	0.00	450,000.00
310	0	360	0 361 11 45 23	Investment Interest	640.29	260.70	38.40	400.00	0.00	40.00	435.00
403	0	360	0 361 11 45 26	Investment Interest	83.76	12.8	0	80.00	0.00	80.00	0.00
310	0	594	0 595 10 42 01	Engineering - City Hall Reno	2,511.25	30,308.73	9,337.68	103,339.00	83,775.93	95,591.00	0
310	0	594	0 595 50 42 02	Structures - City Hall Reno	0.00	0.00	136,527.57	378,000.00	241,473.00	241,473.00	0
401	0	534	0 534 80 47 00	Utilities	13,020.22	13,322.17	17,234.89	13,079.00	15,489.59	13,079.00	0
401	0	534	0 534 80 48 01	Education / Training	872	820	260	1,000.00	150	1,000.00	0
401	0	534	0 534 80 48 02	Meals/Lodging/Travel	0	0	0	500	0	500	0
410	0	340	0 343 50 00 10	Sewer Services	1,095,473.74	1,131,799.20	1,194,197.72	1,066,292.00	832,876.22	1,066,292.00	0.00
410	0	340	0 343 50 00 11	Septage Receiving	0.00	42,228.00	68,890.27	550,000.00	154,748.02	350,000.00	0
410	0	340	0 343 50 03 10	Excise Tax - Sewer	42,234.04	43,951.79	45,692.93	39,702.00	31,272.56	39,702.00	0.00
401	0	597	0 597 00 00 15	Transfer To #402	287,447.43	0	0	0	0	0	0
410	0	350	0 359 90 04 02	Late Charge Penalty - Sewer	3,303.74	230.97	11,881.03	7,828.00	7,807.46	10,000.00	0.00
310	0	330	0 594 76 60 11	ARPA 2022	0	0	0	0	167,383.20	260,305.00	92,921.80
310	0	521	0 594 21 45 01	Police Cruiser	0.00	0.00	25,092.66	40,000.00	9,183.35	9,492.00	0.00

401	0	340	0 343 40 04 00	Hydrant Permits	235	885.61	152.49	231	93.22	231	231
410	0	535	10 535 10 10 00	Salaries & Wages	12,628.09	12,444.87	13,049.20	22,873.00	9,588.81	27,527.16	
410	0	535	10 535 10 20 00	Benefits - Taxes	1,397.48	871.57	1,112.65	2,011.00	743.21	2,091.44	
410	0	535	10 535 10 21 00	Benefits - Health Care	1,655.22	311.34	2,094.62	4,651.00	479.71	2,357.00	
410	0	535	10 535 10 22 00	Benefits - Retirement	1,660.87	726.41	1,391.09	2,345.00	966.35	2,345.00	0
410	0	535	10 535 10 22 01	Benefits - Retirement (DCP)	0.00	0.00	0.00	152.00	0.00	152.00	0
410	0	535	10 535 10 31 00	Office Supplies	765.80	243.90	192.41	500.00	344.62	500.00	0
410	0	535	10 535 10 42 08	Postage	2,084.47	1,872.85	2,391.84	2,500.00	2,657.96	2,500.00	0.00
410	0	535	10 535 10 53 00	External Taxes/Op. Assessmts	10,162.69	11,240.01	8,499.56	15,000.00	0.00	15,000.00	0.00
410	0	535	10 535 23 40 00	Audit Costs	0.00	0.00	0.00	4,963.00	0.00	0.00	0.00
				Sewer- Septage Recieving							
410	0	535	30 535 30 10 00	SR Salaries & Wages	0.00	0.00	26,505.78	30,148.00	3,010.88	33,525.48	31,655.40
410	0	535	30 535 30 20 00	SR Benefits - Taxes	0.00	0.00	2,505.83	2,655.00	315.44	2,787.75	2,787.75
410	0	535	30 535 30 21 00	SR Benefits - Health Care	0.00	0	3,215.34	5,550.00	417.27	3,293.35	5827.5
410	0	535	30 535 30 22 00	SR Benefits - Retirement	0.00	0	2,629.32	3,091.00	506.96	3,245.55	3,245.55
410	0	535	30 535 30 22 01	SR Benefits - Retirement (DCP)	0.00	0.00	0.00	180.00	0.00	180.00	189.00
410	0	535	30 535 30 31 00	SR Office & Operating Supplies	0.00	0.00	224.51	500.00	168.20	500.00	525.00
410	0	535	30 535 30 53 10	SR Excise Tax	0.00	244.50	109.67	19,851.00	0.00	19,851.00	20,000.00
				Collection System							
410	0	535	50 535 50 10 00	Salaries & Wages	34,836.37	51,873.02	78,582.16	66,537.00	70,874.24	77,343.85	81,211.04
410	0	535	50 535 50 20 00	Benefits - Taxes	4,648.48	4,051.10	7,936.58	5,865.00	6,065.89	6,158.00	6,465.90
410	0	535	50 535 50 21 00	Benefits - Health Care	5,036.66	2,434.50	12,311.62	11,672.00	4,127.04	12,255.60	12868.38
410	0	535	50 535 50 22 00	Benefits - Retirement	4,570.25	3,541.10	7,840.97	6,820.00	6,947.15	7,161.00	7519.05
410	0	535	50 535 50 22 01	Benefits - Retirement (DCP)	0.00	0	0	378	0	396	415.8
410	0	535	50 535 50 32 00	Hdw/Maint Supplies	1,714.53	1,095.48	1,121.91	1,000.00	507.13	1,000.00	1,200.00
410	0	535	50 535 50 33 00	Small Tools & Equipment	328.80	1,209.80	757.68	1,000.00	543.75	500	1000
410	0	535	50 535 50 35 00	Fuel	245.33	596.51	3,340.93	1,000.00	244.30	1,000.00	1,500.00
410	0	535	50 535 50 35 01	Fuel, Diesel	0.00	0.00	145.08	1,000.00	0.00	1,000.00	1,000.00

410	0	535	50 535 50 42 12	Utility Locator Service (811)	152.46	129.36	104.87	200	78.69	200.00	200
410	0	535	50 535 50 45 03	Repairs & Maintenance	31,294.14	38,159.06	42,572.66	35,000.00	35,872.67	40,000.00	45,000.00
410	0	535	50 535 50 45 17	Maintenance - Vactor Truck	5,597.35	0.00	0.00	0.00	338.38	0.00	
410	0	535	50 535 50 46 00	Insurance	5,749.00	1,666.62	1,647.00	1,759.00	1,300.38	1,759.00	2,000.00
Sewer WWTP											
410	0	535	80 535 80 10 10	Salaries & Wages	44,268.80	34,769.65	46,545.08	87,256.00	21,095.56	95,358.16	100,126.07
410	0	535	80 535 80 20 10	Benefits - Taxes	5,187.12	2,539.70	4,688.38	7,691.00	1,889.14	8,075.55	8,479.35
410	0	535	80 535 80 21 10	Benefits - Health Care	7,990.80	771.76	7,157.99	15,557.00	1,202.29	16,334.85	16,715.00
410	0	535	80 535 80 22 03	Benefits - Retirement (DCP)	0.00	0.00	0	504.00	0	506.70	532.00
410	0	535	80 535 80 22 10	Benefits - Retirement	6,084.56	2,256.14	4,278.65	3,387.00	2,138.17	3,556.35	3734.17
410	0	535	80 535 80 23 00	Personnel Safety Equip/clothes	547.23	659.11	1,912.11	1,000.00	221.75	1,500.00	1,500.00
410	0	535	80 535 80 31 00	Supplies	5,711.50	9,601.16	8,044.28	8,000.00	3,749.05	8,500.00	8,500.00
410	0	535	80 535 80 33 00	Small Tools & Equipment	533.26	977.04	621.55	800.00	1,236.85	1,000.00	1,500.00
410	0	535	80 535 80 34 00	Chemicals	4,274.49	8,394.78	5,751.76	4,500.00	6,186.15	5,000.00	7000
410	0	535	80 535 80 35 00	Fuel	44.96	511.23	2,061.38	800.00	1,631.93	2,500.00	2,500.00
410	0	535	80 535 80 35 12	Fuel, Diesel	164.58	41.72	2,926.59	800	2,214.76	2,500.00	5000
410	0	535	80 535 80 41 03	Sewer/Reclaimed Water Utilities - Pi	0.00	0.00	270	30,265.00	135.2	30,265.00	30265
410	0	535	80 535 80 42 00	Telephone (Land Line)	2,636.02	2,604.75	2,736.40	2,500.00	1,822.17	2,500.00	2500
410	0	535	80 535 80 42 01	Internet Service Provider	1,042.42	938.88	1,049.75	900	607.6	1,000.00	1000
410	0	535	80 535 80 42 03	MNS Service Provider	1,583.58	2,746.48	7,075.35	3,294.00	3,236.93	3,500.00	3500
410	0	535	80 535 80 42 05	PRA Compliance Software	249	249.00	273.9	249	290.33	249	300
410	0	535	80 535 80 42 06	City Web Site	115.44	121.23	121.23	125.00	0	125	125
410	0	535	80 535 80 42 09	Telephone (Cellular)	1,604.76	1,770.42	1,394.29	1,760.00	1,086.49	1,760.00	1,760.00
410	0	535	80 535 80 42 13	BIAS Financial Software	500	1,813.48	0	2,000.00	0	2,000.00	2000
410	0	535	80 535 80 45 03	WWTP Repairs & Maintenance	24,238.30	20,304.89	28,525.83	30,000.00	37,798.39	36,000.00	40,000.00
410	0	535	80 535 80 45 08	Water/WasteWater Services Contra	83,196.00	69,298.99	68,003.57	90,000.00	44,466.00	72,000.00	72,000.00
410	0	535	80 535 80 45 09	Laboratory Services	22,255.96	25,404.66	25,626.45	25,000.00	8,939.43	25,000.00	25000
410	0	535	80 535 80 45 10	Crane Services For Lifting	0	0	1,297.20	5,000.00	0	5,000.00	5000
410	0	535	80 535 80 46 00	Insurance	30,786.00	14,002.62	13,241.00	14,773.00	1,300.38	14,773.00	14773
410	0	535	80 535 80 47 10	Utilities	39,702.50	46,059.72	51,911.53	46,788.00	44,545.93	46,788.00	46,788.00
410	0	535	80 535 80 48 01	Education/Training	400.00	0.00	75.00	1,000.00	0.00	1,500.00	1,500.00
410	0	535	80 535 80 48 02	Meals/Lodging/Travel	106.08	0.00	0.00	1,500.00	0.00	1,500.00	1,500.00

410	0	535	80 535 80 49 00	Dues/Memberships/Misc	497.65	1,518.48	0	150	355.2	150	500
410	0	535	80 535 80 49 02	Permits/Licenses/Fees	3,490.88	3,168.57	5,842.99	3,500.00	2,045.85	3,500.00	6,000.00
410	0	535	80 535 80 49 03	Manuals/Software/support	1,741.52	2,200.00	1,904.15	1,800.00	0	2,000.00	2000
Interfund Transfers											
410	0	597	0 597 00 00 20	USDA-RD Bond Interest Payment	61,488.96	0.00	0	44,740.00	0	44,740.00	0
410	0	597	0 597 00 00 22	USDA-RD Bond Principal Payment	43,535.04	0.00	0.00	60,280.00	0.00	60,280.00	0.00
410	0	597	0 597 00 00 30	PRE-119 Principal Payment	53,881.58	0	0	53,882.00	0	53,882.00	0.00
410	0	597	0 597 00 00 31	PRE-119 Interest Payment	1,616.45	0.00	0.00	1,347.00	0.00	60,000.00	0.00
410	0	597	0 597 00 00 40	PW-044 Principal Payment	387,225.87	0.00	0.00	387,226.00	0.00	387,226.00	0.00
410	0	597	0 597 00 00 41	PW-044 Interest Payment	13,552.91	0.00	0.00	11,617.00	0.00	11,617.00	0.00
410	0	597	0 597 00 00 50	Transfer To Sewer Capital Improvem	0.00	0.00	0.00	363,123.64	0.00	363,123.64	0.00
401	0	534	0 534 80 23 00	Safety Clothing	896.96	547.48	1,887.46	1,124.00	1,242.45	1,200.00	1,500.00
401	0	534	0 534 80 31 00	Supplies	5,621.77	6,844.07	3,133.17	5,424.00	5,609.47	5,500.00	8,500.00
421	0	340	0 343 50 00 00	Facility Charges - New Connection	182,007.54	58,800.00	76,975.00	58,800.00	7,000.00	25,000.00	0.00
421	0	340	0 343 50 00 01	Sewer Capital Improvement Fee	14,270.25	14,778.21	14,779.77	15,546.00	10,314.28	15,546.00	0.00
421	0	340	0 343 50 00 02	Facility Charge - Loan Repayment	1,000.00	0	0.00	17,863.00	0.00	0.00	0.00
421	0	340	0 343 50 00 21	Sewer Services	5,052.21	851.35	3,150.42	0.00	0.00	0.00	0.00
401	0	534	0 534 80 41 03	Water Utilities - Professional Service	0.00	0	0	0	22,146.25	30,265.00	30,265.00
401	0	534	0 534 80 42 00	Telephone (Land Line)	2,384.42	2,876.23	2,836.18	4,306.00	3,018.33	4,500.00	2,850.00
421	0	397	0 397 00 00 16	Transfer From #420	260,222.02	0.00	0.00	0.00	0.00	0.00	0.00
421	0	397	0 397 00 00 50	Transfer From Sewer Fund (410)	0.00	0.00	0.00	363,123.64	0.00	363,123.64	0.00
401	0	534	0 534 80 42 05	PRA Compliance Software	249.00	249	249.00	249.00	273.9	249.00	249
401	0	534	0 534 80 42 06	City Web Site	0.00	115.38	121.23	125.00	121.23	125.00	125

421	0	594	0 594 35 60 02	Grinder Pump Replacement	27,185.96	33,286.64	36,369.88	35,000.00	50,314.50	50,000.00	50,000.00
421	0	594	0 594 35 62 01	Emergency Response Vehicle	0.00	438.46	0.00	0.00	0.00	0.00	0.00
421	0	594	0 594 35 68 01	Septage Receiving Facility Constructi	112,508.79	110,690.62	4,510.01	10,000.00	5,863.56	10,000.00	10000
421	0	594	0 594 35 68 02	Belt Press Rental	0	66,275.76	0.00	0.00	0.00	0.00	0.00
421	0	594	0 594 35 68 03	Composting Facility Construction	0.00	193,863.78	0.00	0.00	19,899.00	50,000.00	50,000.00
421	0	594	0 594 35 68 04	MBR Replacement	0.00	0.00	112,498.67	100,000.00	-22,600.00	110,000.00	300,000.00
421	0	594	0 594 35 68 05	Sludge Removal	0.00	0.00	167,820.13	150,000.00	0	100,000.00	150,000.00
421	0	594	0 594 35 68 06	Sludge Hauling Truck	0	0.00	30,660.84	100,000.00	0	100,000.00	53822.93
421	0	594	0 594 35 68 07	Vactor Truck Finance Payment	0.00	0.00	0.00	0.00	25,304.72	32,500.00	0.00
401	0	534	0 534 80 47 00	Utilities	12,053.04	13,020.22	13,322.17	13,079.00	17,234.89	13,079.00	13,079.00
401	0	534	0 534 80 48 01	Education / Training	484	872	820	1,000.00	260	1,000.00	1,000.00
401	0	534	0 534 80 48 02	Meals/Lodging/Travel	400.80	0.00	0.00	500.00	0.00	500.00	500
422	0	397	0 397 00 00 20	USDA-RD Bond Principal From #410	61,488.96	0.00	0.00	44,740.00	0.00	44,740.00	0.00
422	0	397	0 397 00 00 21	USDA-RD Bond Interest From #410	43,535.04	0.00	0.00	60,280.00	0.00	53,882.00	0
422	0	397	0 397 00 00 30	PRE 119 Principal From #410	53,881.58	0.00	0.00	53,882.00	0.00	0.00	0.00
422	0	397	0 397 00 00 31	PRE-119 Interest From #410	1,616.45	0	0	1,347.00	0	1,347.00	0
422	0	397	0 397 00 00 40	PW-044 Principal From #410	387,225.87	0.00	0.00	387,226.00	0	387,226.00	0
422	0	397	0 397 00 00 41	PW-044 Interest From #410	13,552.91	0.00	0	11,617.00	0	11,617.00	0
401	0	597	0 597 00 00 04	Transfer To Wat Cap Imp Fund (#402	586,585.00	0	0.00	0.00	0	0.00	0
401	0	597	0 597 00 00 15	Transfer To #402	0	287,447.43	0	0.00	0	0.00	0
401	0	597	0 597 00 00 49	Transfer To Water Capital Improverr	0.00	0.00	0.00	100,000.00	0.00	0.00	0.00
422	0	591	0 591 35 72 20	USDA RD Bond Principal Payment	43,535.04	15,000.00	22,832.68	44,740.00	0.00	44,740.00	0.00
422	0	591	0 591 35 78 30	PRE-119 & PW-044 Principal Paymer	441,107.45	441,107.46	450,788.09	441,107.00	387,225.88	387,226.00	0.00
422	0	591	0 592 35 83 21	USDA RD Bond Interest Payment	61,488.96	217.98	29,897.30	60,280.00	55,080.46	53,822.00	0

422	0	591	0 592 35 83 31	PRE-119 & PW-044 Interest Paymen	15,169.36	12,963.82	1,077.63	12,964.00	8,552.74	11,617.00	0.00
402	0	340	0 343 40 02 00	Tapping Fees	2,500.00	70,000.00	15,000.00	8,333.00	20,000.00	10,000.00	10,000.00
402	0	340	0 343 40 06 00	Meter Installation	0.00	0.00	0	0.00	0.00	0.00	0.00
410	0	535	50 535 50 46 00	Insurance	5,749.00	1,666.62	1,647.00	1,759.00	1,300.38	1,759.00	0
410	0	535	80 535 80 20 10	Benefits - Taxes	5,187.12	2,539.70	4,688.38	7,691.00	1,695.10	8,075.55	0
402	0	360	0 361 11 45 25	Investment Interest	2,794.31	1,460.37	214.72	1,301.00	0.00	1,301.00	1,301.00
410	0	535	80 535 80 22 03	Benefits - Retirement (DCP)	0	0	0	504	0	506.7	0
601	0	330	0 334 10 00 02	Leg Direct Grant- Ag Park Sewer/Wa	523,075.13	0.00	0.00	0.00	65,526.75	0.00	0
410	0	535	80 535 80 23 00	Personnel Safety Equip/clothes	547.23	659.11	1,912.11	1,000.00	221.75	1,500.00	0
402	0	397	0 397 00 00 04	Transfer From #401	586,585.00	0.00	0.00	0.00	0.00	0.00	0
402	0	397	0 397 00 00 15	Transfer From #401	0.00	287,447.43	0	0	0.00	0.00	0
601	0	594	0 595 10 60 01	Ag Park Sewer/Water Engineering	52,528.47	0.00	0.00	0.00	0.00	0.00	0.00
601	0	594	0 595 80 60 01	Ag Park Sewer/Water Line Extensior	444,799.94	0.00	0.00	0.00	0.00	0.00	0.00
601	0	594	0 595 80 68 01	Ag Park Sewer/Water Line Extensior	0.00	8,272.74	19,826.27	0	49,445.46	0	0
601	0	594	0 595 90 60 01	Ag Park Sewer/Water Const Permits	1,416.00	0.00	0.00	0.00	0.00	0.00	0.00
402	0	594	0 594 34 43 00	Water Comp Plan Update	0.00	0.00	6,346.50	6,425.00	5,257.50	6,425.00	6,425.00
402	0	594	0 594 34 45 03	Reservoir Cleaning	0.00	0.00	0.00	7,000.00	5,967.00	7,000.00	0
631	0	380	0 386 00 00 00	Receipts From Court	30,588.43	0.00	0.00	55,705.00	36.48	0.00	0.00
402	0	594	0 594 34 61 01	Third Well	0.00	0.00	0	7,500.00	0	7,500.00	10,000.00
402	0	594	0 594 34 62 01	Emergency Response Vehicle	0.00	84,684.88	-88.25	40,000.00	38,164.33	40,000.00	40,000.00
402	0	594	0 594 34 63 01	Well #1	5,911.20	7,270.81	2,500.00	2,500.00	2,105.00	2,500.00	5,000.00
631	0	580	0 586 00 00 03	Expenditures For TMC	31,524.74	0.00	0.00	50,282.00	0.00	0.00	0.00
402	0	594	0 594 34 63 09	Water Main Replacement	0	0	4,223.73	15,000.00	375,591.62	219,292.79	50,000.00
402	0	594	0 594 34 64 05	Radio Read Meter Reading	3,540.37	103,620.59	1,847.40	2,770.00	728.35	10,000.00	10,000.00
402	0	594	0 594 34 64 06	Meter Read Tower	0	0	0	163,000.00	0	0.00	0.00
402	0	594	0 594 34 64 07	Street Sweeper Finance Payment	0.00	0.00	0.00	0.00	0.00	0.00	32,500.00
402	0	594	0 594 34 65 00	Water System Repairs	1,677.80	5,575.59	6,818.00	6,157.00	55,471.66	10,000.00	10,000.00
402	0	594	0 594 34 66 01	Water Valve Exercise Tool	3,941.47	0.00	0.00	0.00	0.00	0.00	0.00
402	0	594	0 594 34 66 02	Mower Head	7,159.17	0.00	0.00	0.00	0.00	0.00	0.00
402	0	594	0 594 50 60 02	PW Shop Maintenance	0	0	0	0	1,305.61	2,500.00	2,500.00
402	0	594	0 595 50 60 02	PW Shop Extension	5,042.24	5,419.74	0	0	0	0	0

410	0	535	50 535 50 32 00	Hdw/Maint Supplies	0	1,714.53	1,095.48	1,000.00	1,121.91	1,000.00	1,000.00
410	0	535	50 535 50 33 00	Small Tools & Equipment	430.14	328.8	1,209.80	477	757.68	1,000.00	500
410	0	535	50 535 50 35 00	Fuel	330.38	245.33	596.51	248.00	3,340.93	1,000.00	1,000.00
403	0	360	0 361 11 45 26	Investment Interest	166.69	83.76	12.8	80.00	0	80.00	80.00
410	0	535	50 535 50 35 04	Fuel, Dump Truck	0.00	45.3	0	25.00	0	0.00	0
410	0	535	50 535 50 35 13	Fuel, Kumatsu	49.32	12.86	0	37.00	0	0.00	0
410	0	535	50 535 50 35 15	Fuel, Vactor Truck	144.07	165.06	46.61	105.00	0	0.00	0
403	0	543	0 542 40 40 00	Maintenance & Repairs	375.00	0	0	0	0	0	0
410	0	535	80 535 80 20 10	Benefits - Taxes	9,151.21	5,187.12	2,539.70	3,546.00	4,688.38	7,691.00	8,075.55
410	0	535	80 535 80 21 10	Benefits - Health Care	4,078.11	7,990.80	771.76	5,951.00	7,157.99	15,557.00	16,334.85
410	0	535	80 535 80 22 03	Benefits - Retirement (DCP)	0.00	0.00	0.00	0.00	0.00	504.00	506.7
410	0	340	0 343 50 00 10	Sewer Services	1,088,721.87	1,095,473.74	1,131,799.20	1,033,895.00	1,194,197.72	1,066,292.00	1,066,292.00
410	0	340	0 343 50 00 11	Septage Receiving	0.00	0	42,228.00	550,000.00	68,890.27	550,000.00	350,000.00
410	0	340	0 343 50 03 10	Excise Tax - Sewer	41,944.98	42,234.04	43,951.79	39,702.00	45,692.93	39,702.00	39,702.00
410	0	535	80 535 80 30 10	Supplies	6,158.24	0	0	0	0	0	0
410	0	535	80 535 80 31 00	Supplies	0	5,711.50	9,601.16	5,987.00	8,044.28	8,000.00	8,500.00
410	0	535	80 535 80 33 00	Small Tools & Equipment	816.39	533.26	977.04	416	621.55	800	1,000.00
410	0	350	0 359 90 04 02	Late Charge Penalty - Sewer	6,120.44	3,303.74	230.97	7,828.00	11,881.03	7,828.00	10,000.00
410	0	535	80 535 80 35 00	Fuel	681.98	44.96	511.23	859	2,061.38	800	2,500.00
410	0	535	80 535 80 35 12	Fuel, Diesel	120.18	164.58	41.72	98	2,926.59	800	2,500.00
410	0	535	80 535 80 35 16	Fuel, Chevy S-10	585.72	772.11	1,289.14	355	0	0	0
410	0	380	0 385 00 00 01	Refund Of Overpayment	0.00	0	0	0	105.06	0.00	0.00
410	0	535	80 535 80 42 00	Telephone (Land Line)	3,051.71	2,636.02	2,604.75	2,490.00	2,736.40	2,500.00	2,500.00
410	0	535	80 535 80 42 01	Internet Service Provider	0	1,042.42	938.88	869	1,049.75	900	1,000.00
410	0	535	80 535 80 42 03	MNS Service Provider	702.2	1,583.58	2,746.48	3,294.00	7,075.35	3,294.00	3,500.00

410	0	535	0 535 10 10 10	Salaries 2019	0	0	0	0	0	0	0
410	0	535	0 535 10 20 10	Sewer/Reclaimed Water Utilities - Pr	0.00	144.90	0.00	0.00	0.00	0.00	0
410	0	535	0 535 50 32 00	Hdw/Maint Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00
410	0	535	10 535 10 10 00	Salaries & Wages	0.00	12,628.09	12,444.87	16,632.00	13,049.20	22,873.00	27,527.16
410	0	535	10 535 10 10 10	Salaries & Wages	20,269.22	0.00	0.00	0.00	0	0.00	0.00
410	0	535	10 535 10 20 00	Benefits - Taxes	0	1,397.48	871.57	1,136.00	1,112.65	2,011.00	2,091.44
410	0	535	10 535 10 20 10	Benefits - Taxes	2,545.03	0.00	0.00	0.00	0.00	0.00	0.00
410	0	535	10 535 10 21 00	Benefits - Health Care	0.00	1,655.22	311.34	1,984.00	2,094.62	4,651.00	2,357.00
410	0	535	10 535 10 21 10	Benefits - Health Care	2,354.29	0.00	0.00	0.00	0.00	0.00	0.00
410	0	535	10 535 10 22 00	Benefits - Retirement	0	1,660.87	726.41	2,094.00	1,391.09	2,345.00	2,345.00
410	0	535	10 535 10 22 01	Benefits - Retirement (DCP)	0	0	0	0	0	152	152
410	0	535	10 535 10 22 10	Benefits - Retirement	2,166.78	0.00	0.00	0.00	0.00	0.00	0.00
410	0	535	10 535 10 31 00	Office Supplies	705.92	765.80	243.90	500.00	192.41	500.00	500.00
410	0	535	10 535 10 40 00	External Taxes/Op. Assessmts	10,707.23	0	0	0.00	0	0.00	0.00
410	0	535	10 535 10 42 08	Postage	0	2,084.47	1,872.85	2,500.00	2,391.84	2,500.00	2,500.00
410	0	535	10 535 10 45 10	Other Services And Charges	0.00	0	0	0	0	0	0
410	0	535	10 535 10 53 00	External Taxes/Op. Assessmts	0	10,162.69	11,240.01	15,000.00	8,499.56	15,000.00	15,000.00
410	0	535	10 535 23 40 00	Audit Costs	4,663.53	0.00	0.00	0.00	0.00	4,963.00	0.00
410	0	535	30 535 30 10 00	SR Salaries & Wages	0.00	0.00	0.00	41,200.00	26,505.78	30,148.00	33,525.48
410	0	535	30 535 30 20 00	SR Benefits - Taxes	0.00	0.00	0	4,000.00	2,505.83	2,655.00	2,787.75
410	0	535	30 535 30 21 00	SR Benefits - Health Care	0	0	0.00	10,440.00	3,215.34	5,550.00	3,293.35
410	0	535	30 535 30 22 00	SR Benefits - Retirement	0	0	0	5,000.00	2,629.32	3,091.00	3,245.55
410	0	535	30 535 30 22 01	SR Benefits - Retirement (DCP)	0	0.00	0	0	0	180	180
410	0	535	30 535 30 31 00	SR Office & Operating Supplies	0.00	0.00	0	0.00	224.51	500.00	500.00
410	0	535	30 535 30 53 10	SR Excise Tax	0.00	0.00	244.5	174,000.00	109.67	19,851.00	19,851.00
410	0	597	0 597 00 00 16	Transfer To #421	0	260,222.02	0	0	0	0	0
410	0	597	0 597 00 00 20	USDA-RD Bond Interest Payment	62,661.93	61,488.96	0	44,740.00	0	44,740.00	44,740.00
410	0	597	0 597 00 00 22	USDA-RD Bond Principal Payment	42,362.07	43,535.04	0	60,280.00	0	60,280.00	60,280.00
410	0	597	0 597 00 00 30	PRE-119 Principal Payment	53,881.58	53,881.58	0	53,882.00	0	53,882.00	53,882.00
410	0	597	0 597 00 00 31	PRE-119 Interest Payment	1,885.86	1,616.45	0	1,347.00	0	1,347.00	60,000.00
410	0	597	0 597 00 00 40	PW-044 Principal Payment	387,225.88	387,225.87	0	387,226.00	0	387,226.00	387,226.00

410	0	597	0 597 00 00 41	PW-044 Interest Payment	15,489.03	13,552.91	0	11,617.00	0	11,617.00	11,617.00
410	0	597	0 597 00 00 50	Transfer To Sewer Capital Improvem	0	0	0	365,000.00	0	363,123.64	363,123.64
421	0	340	0 343 50 00 00	Facility Charges - New Connection	6,862.41	182,007.54	58,800.00	28,337.00	76,975.00	58,800.00	25,000.00
421	0	340	0 343 50 00 01	Sewer Capital Improvement Fee	17,632.06	14,270.25	14,778.21	15,546.00	14,779.77	15,546.00	15,546.00
421	0	340	0 343 50 00 02	Facility Charge - Loan Repayment	2,385.43	1,000.00	0	17,863.00	0	17,863.00	0
421	0	340	0 343 50 00 21	Sewer Services	0	5,052.21	851.35	0	3,150.42	0	0
421	0	360	0 361 11 45 27	Investment Interest-	3,447.30	1,364.82	356.08	1,500.00	0	1,500.00	1,500.00
601	0	330	0 334 10 00 02	Leg Direct Grant- Ag Park Sewer/Wa	0	523,075.13	0	0	0	0	0
601	0	330	0 337 00 00 60	SWWAIP Funding From Port Of Olyn	31,210.60	0	0	0	0	0	0
421	0	397	0 397 00 00 16	Transfer From #420	0	260,222.02	0	0	0	0	0
421	0	397	0 397 00 00 50	Transfer From Sewer Fund (410)	0	0	0	365,000.00	0	363,123.64	363,123.64
601	0	580	0 589 40 00 01	SWWAIP Initial Master Planning Effo	29,810.60	0	0	0	0	0	0
421	0	594	0 594 35 60 02	Grinder Pump Replacement	0	27,185.96	33,286.64	30,000.00	36,369.88	35,000.00	50,000.00
421	0	594	0 594 35 62 00	PW Shop Extension	10,971.76	0	0	0	0	0	0
421	0	594	0 594 35 62 01	Emergency Response Vehicle	0	0.00	438.46	40,000.00	0	0	0
421	0	594	0 594 35 64 00	New Mower	5,556.03	0	0	0	0	0	0
421	0	594	0 594 35 68 01	Septage Receiving Facility Constructi	4,587.19	112,508.79	110,690.62	48,570.00	4,510.01	10,000.00	10,000.00
421	0	594	0 594 35 68 02	Belt Press Rental	0	0.00	66,275.76	174,000.00	0	0	0
421	0	594	0 594 35 68 03	Composting Facility Construction	0	0	193,863.78	150,000.00	0.00	0	50,000.00
421	0	594	0 594 35 68 04	MBR Replacement	0	0.00	0	0	112,498.67	100,000.00	110,000.00
421	0	594	0 594 35 68 05	Sludge Removal	0	0.00	0	0	167,820.13	150,000.00	100,000.00
421	0	594	0 594 35 68 06	Sludge Hauling Truck	0	0	0	0	30,660.84	100,000.00	100,000.00
421	0	594	0 594 35 68 07	Vactor Truck Finance Payment	0	0	0	0	0	0	32,500.00
422	0	397	0 397 00 00 20	USDA-RD Bond Principal From #410	62,661.93	61,488.96	0	44,740.00	0	44,740.00	44,740.00
422	0	397	0 397 00 00 21	USDA-RD Bond Interest From #410	42,362.07	43,535.04	0	60,280.00	0	60,280.00	53,882.00

422	0	397	0 397 00 00 30	PRE 119 Principal From #410	53,881.58	53,881.58	0	53,882.00	0	53,882.00	0
422	0	397	0 397 00 00 31	PRE-119 Interest From #410	1,885.86	1,616.45	0	1,347.00	0	1,347.00	1,347.00
422	0	397	0 397 00 00 40	PW-044 Principal From #410	387,225.88	387,225.87	0	387,226.00	0	387,226.00	387,226.00
422	0	397	0 397 00 00 41	PW-044 Interest From #410	15,489.03	13,552.91	0	11,617.00	0	11,617.00	11,617.00
422	0	591	0 591 35 72 20	USDA RD Bond Principal Payment	42,362.07	43,535.04	15,000.00	44,740.00	22,832.68	44,740.00	44,740.00
422	0	591	0 591 35 78 30	PRE-119 & PW-044 Principal Paymer	441,107.46	441,107.45	441,107.46	441,107.00	450,788.09	441,107.00	387,226.00
422	0	591	0 592 35 83 21	USDA RD Bond Interest Payment	62,661.93	61,488.96	217.98	60,280.00	29,897.30	60,280.00	53,822.00
422	0	591	0 592 35 83 31	PRE-119 & PW-044 Interest Paymen	0	15,169.36	12,963.82	12,964.00	1,077.63	12,964.00	11,617.00
422	0	591	0 592 38 83 31	PRE-119 & PW-044 Interest Paymen	17,374.89	0	0	0	0	0	0
631	0	380	0 386 00 00 00	Receipts From Court	53,040.16	30,588.43	0	56,475.00	0	55,705.00	0
631	0	580	0 586 00 00 03	Expenditures For TMC	51,026.05	31,524.74	0	56,305.00	0	50,282.00	0

5.

Notes

File Attachments for Item:

6. Steel Sculpture Donation from Bill Wilson. Sculpture will have Rocks spilling out and surrounding and will surround the piece on the ground. Sculpture measures 15.5 feet tall and 8 feet wide.

Recommended Action: Motion to accept Donation of Sculpture.



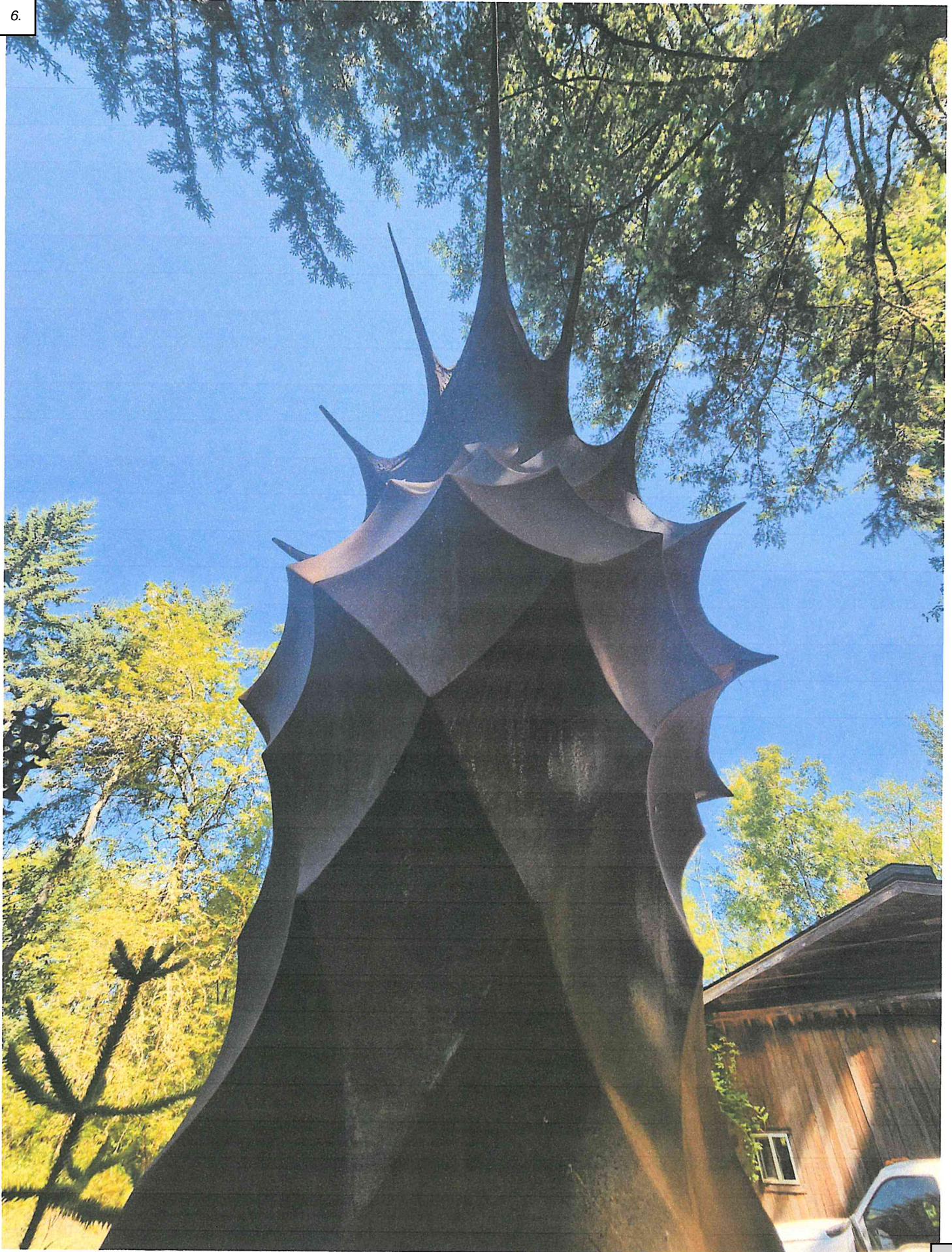
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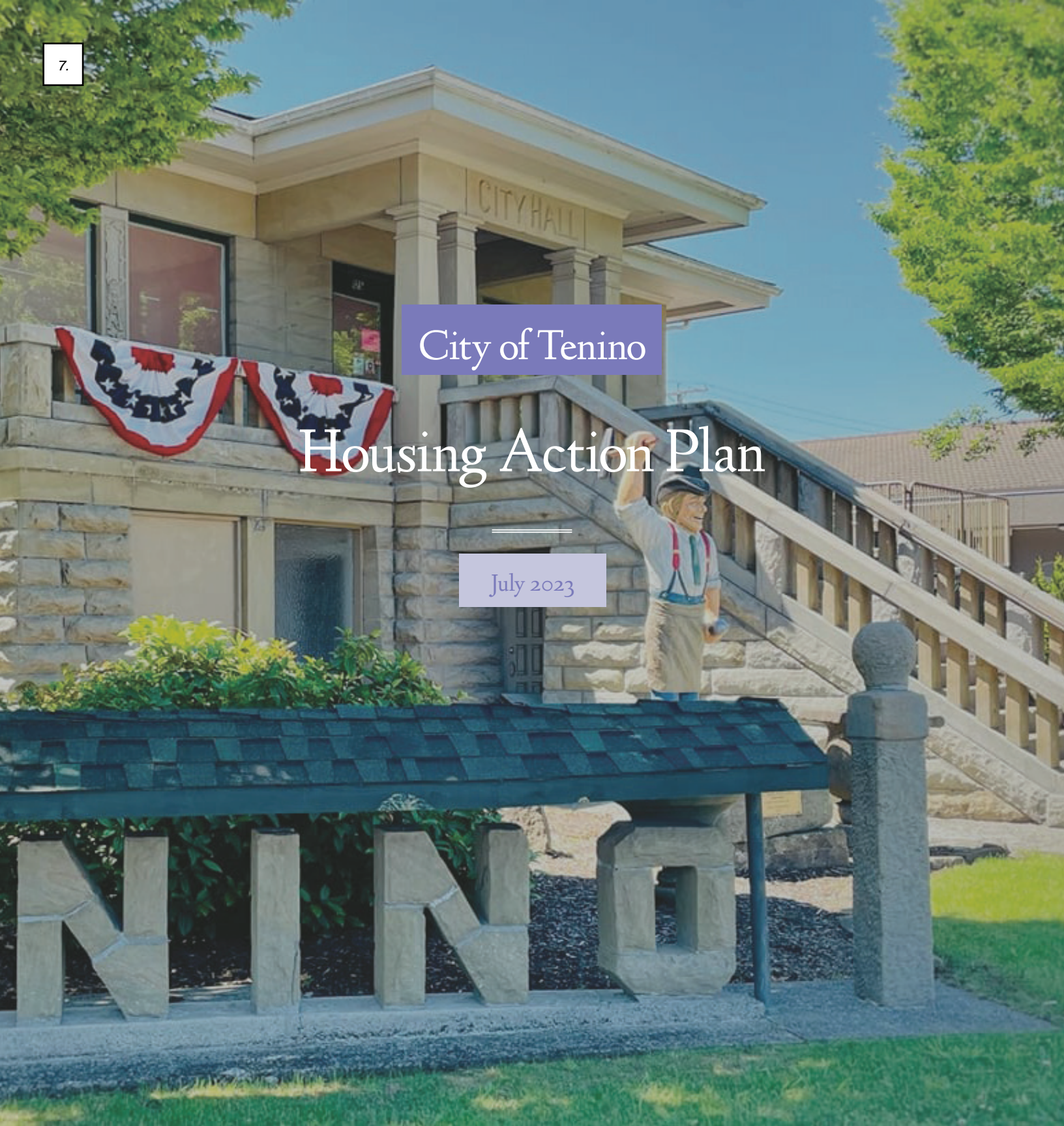
6.



File Attachments for Item:

7. Housing Action Plan Review

Recommended Action: Review and motion to approve Housing Action Plan.



City of Tenino

Housing Action Plan

July 2023



City of Tenino
Washington



Project Information

Project: Housing Action Plan
Prepared for: City of Tenino
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Project Representative

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Courtney Sheldon, Utility Clerk

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SCJ Alliance Consulting Services

This plan was made possible by Department of Commerce funding to support planning to complete specific actions that can increase housing options and support housing affordability.

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Overview

The City of Tenino has prepared this Housing Action Plan (HAP) with support from the Washington Department of Commerce. In 2019, the Washington State Legislature enacted planning grants through House Bill 1923 to encourage cities which plan under the Growth Management Act (GMA) to complete specific actions that can increase housing options and support housing affordability.

The HAP provides a variety of community-led initiatives that encourage the provision of housing at prices attainable to all residents, now and in the future. This plan identifies immediate housing needs and associated tools to address the housing needs in Tenino.

Relationship to Comprehensive Plan

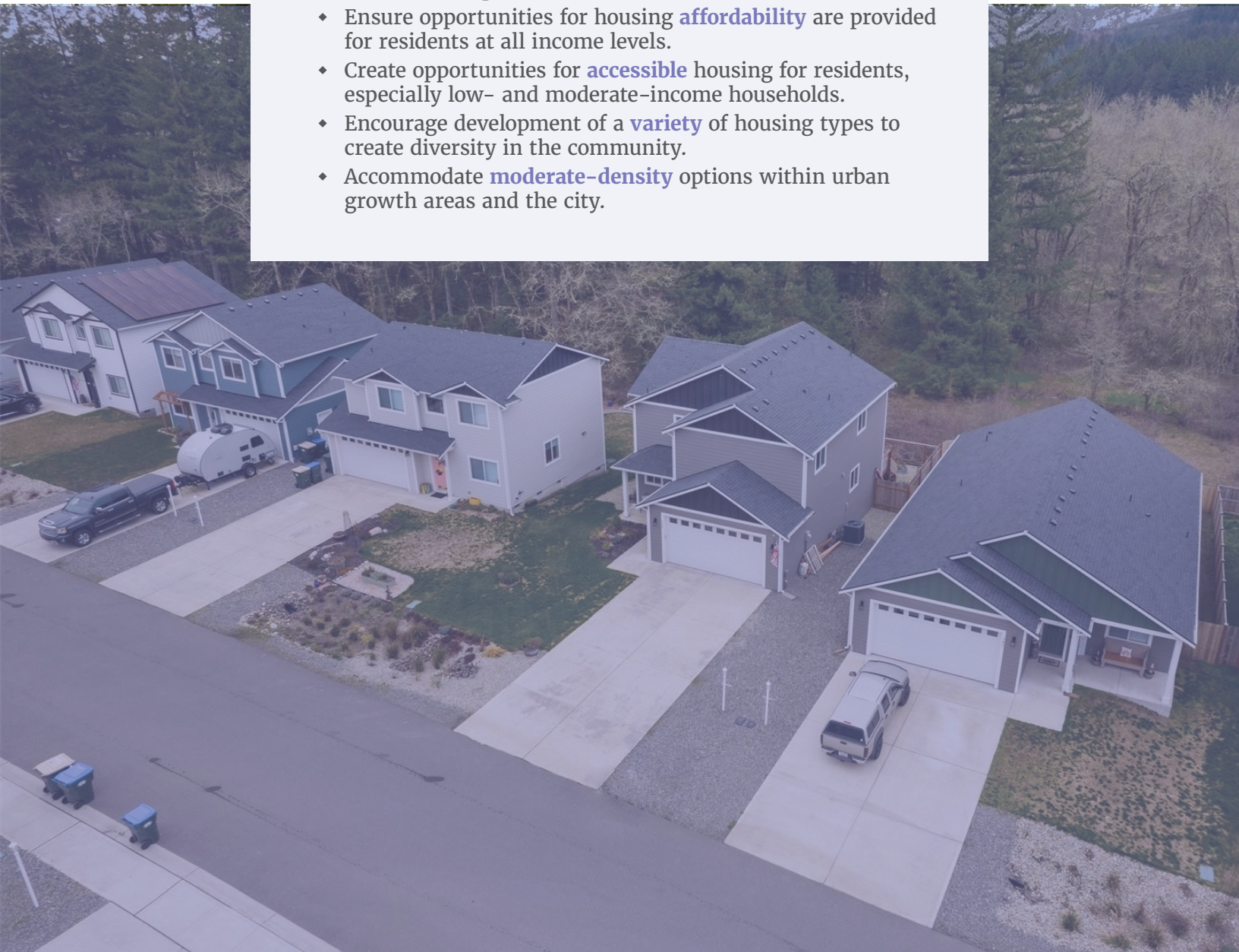
A HAP is a tool that defines strategies and implementing actions that promote greater housing diversity, affordability, and access to opportunity for residents of all income levels. It is an early step to gather data and community input that will save the city time and effort in preparing the upcoming State-mandated major periodic update of the Tenino Comprehensive Plan.

Photo Credit: Orin Blomberg

Tenino Housing Objectives

The HAP objectives listed below are the result of the housing needs assessment. The objectives drive the recommended actions and strategies. The strategies proposed in this plan aim to address six overall objectives for housing in Tenino based on primary housing needs and outreach. These objectives are:

- ◆ Increase the **supply** and **variety** of housing to serve identified housing needs.
- ◆ Reduce **displacement** of low-income residents resulting from redevelopment.
- ◆ Ensure opportunities for housing **affordability** are provided for residents at all income levels.
- ◆ Create opportunities for **accessible** housing for residents, especially low- and moderate-income households.
- ◆ Encourage development of a **variety** of housing types to create diversity in the community.
- ◆ Accommodate **moderate-density** options within urban growth areas and the city.



Housing Glossary

TERM

DEFINITION

Accessory Dwelling Unit (ADU)

Sometimes referred to as a mother-in-law unit; a secondary dwelling unit that shares a lot with a larger, primary single-family home. ADUs are smaller, independent residential dwelling units that can be attached or detached from the primary residence. Attached accessory dwelling units are referred to as AADUs, while detached accessory dwelling units are referred to as DADUs.

Affordable Housing

Residential housing whose monthly costs, including utilities other than telephone, do not exceed thirty percent of the monthly income of a household whose income is:

- a. **For rental housing**, sixty percent of the median household income adjusted for household size, for the county where the household is located, as reported by the United States Department of Housing and Urban Development (HUD); or
- b. **For owner-occupied housing**, eighty percent of the median household income adjusted for household size, for the county where the household is located, as reported by HUD.¹

Area Median Income (AMI)

The midpoint of a region’s income distribution – half of families in a region earn more than the median and half earn less than the median. For housing policy, income thresholds set relative to the area median income—such as 50% of the area median income—identify households eligible to live in income-restricted housing units and the affordability of housing units to low-income households.

Comprehensive Housing Affordability Strategy (CHAS)

A data set provided by HUD that demonstrates the extent of housing problems and housing needs, particularly for low-income households.²

¹ Definitions are set by the Washington State Legislature, for the state housing definition; see <https://app.leg.wa.gov/RCW/default.aspx?cite=84.14.010>
² <https://www.huduser.gov/portal/datasets/cp.html>

Cost-Burdened Households

A household which spends more than 30 percent of their monthly income on housing costs, including rent and utilities. A severely cost-burdened household spends more than 50 percent of its monthly income on housing costs.

Cottage Housing

A group of small homes oriented around an open space that are pedestrian-oriented and minimize the visibility of off-street parking by providing a consolidated parking area.

Emergency Housing

Temporary indoor accommodations for individuals or families who are homeless or at imminent risk of becoming homeless that is intended to address the basic health, food, clothing, and personal hygiene needs of individuals or families. Emergency housing may or may not require occupants to enter into a lease or an occupancy agreement.¹

Emergency Shelter

A facility that provides a temporary shelter for individuals or families who are currently homeless. Emergency shelters may not require occupants to enter into a lease or an occupancy agreement. Emergency shelter facilities may include day and warming centers that do not provide overnight accommodations.¹

Extremely Low-Income Household

A single person, family, or unrelated persons living together whose adjusted income is at or below thirty percent of the median household income adjusted for household size, for the county where the household is located, as reported by HUD.

Household

All the people who occupy a housing unit, whether a single person, family, or unrelated persons living together.¹

Housing Unit

All the people who occupy a housing unit, whether a single person, family, or unrelated persons living together.¹



Household

A house, an apartment or other group of rooms, or a single room when it is occupied or intended for occupancy as separate living quarters.

Income-Restricted Housing

Housing units that are only available to households with incomes at or below a set income limit and are offered for rent or sale at a below-market rate.

Low-Income Household

A single person, family, or unrelated persons living together whose adjusted income is at or below 80 percent of the median family income adjusted for family size, for the county, city, or metropolitan statistical area where the project is located, as reported by HUD.¹

Median Family Income (MFI)

The median income based on the distribution of the total number of households and families, including those with no income.³

Moderate-Income Household

A single person, family, or unrelated persons living together whose adjusted income is more than 80 percent but is at or below 115 percent of the median household income adjusted for household size, for the county, city, or metropolitan statistical area where the household is located, as reported by HUD.¹

Permanent Supportive Housing

Permanent housing in which housing assistance (e.g., long-term leasing or rental assistance) and supportive services are provided to assist households with at least one member (adult or child) with a disability in achieving housing stability.

Tenure

Relates to the ownership status of a housing unit. A housing unit is “owned” if the owner or co-owner lives in the unit, even if it is mortgaged or not fully paid for. A cooperative or condominium unit is “owned” only if the owner or co-owner lives in it. All other occupied units are classified as “rented,” including units rented for cash rent and those occupied without payment of cash rent.

³ <https://www.census.gov/quickfacts/fact/note/US/INC110221>

⁴ <https://universaldesign.ie/What-is-Universal-Design/>

Universal Design

“The design and composition of an environment so that it can be accessed, understood, and used to the greatest extent possible by all people regardless of their age, size, or ability.” When integrated into the built environment, universal design principles ensure that residents who are aging or who have a disability are not blocked from accessing housing and services.⁴

Very-Low Income Household

A single person, family, or unrelated persons living together whose adjusted income is more than 30 percent but at or below 50 percent of the median household income adjusted for household size, for the county where the household is located, as reported by HUD.¹

Vouchers

Provided as part of the HUD housing choice program, also known as Section 8 housing. The housing choice voucher program is the federal government’s major program for assisting very low-income families, the elderly, and the disabled to afford decent, safe, and sanitary housing in the private market. Since housing assistance is provided on behalf of the family or individual, participants are able to find their own housing, including single-family homes, townhouses, and apartments.⁵

⁵ See https://www.hud.gov/topics/housing_choice_voucher_program_section_8 for more details on the Housing Choice Program

Introduction

This Housing Action Plan (HAP) is the City of Tenino’s comprehensive strategy to encourage construction of additional affordable and market rate housing in a greater variety of housing types and at prices that are accessible to a greater variety of incomes, including strategies aimed at the for-profit single-family home market. Consistent with RCW 36.70A.600 the housing action plan includes:

- ◆ A housing needs assessment that quantifies existing and projected housing needs for all income levels (Appendix A), to encourage construction of additional affordable and market rate housing in a greater variety of housing types and at prices that are accessible to a greater variety of incomes, including strategies aimed at the for-profit single-family home market;
- ◆ Analyzed population and employment trends with documentation of projections in the housing needs assessment;
- ◆ Strategies aimed to increase the supply of housing, and variety of housing types, needed to serve identified housing needs specific to Tenino;
- ◆ Strategies considered to minimize displacement of low-income residents resulting from redevelopment;
- ◆ A policy and regulation evaluation that reviews and evaluates the city’s current housing element adopted, including an evaluation of success in attaining planned housing types and units, achievement of goals and policies, and implementation of the schedule of programs and actions;
- ◆ Incorporates and provides for participation and input from community members, community groups, local builders, local realtors, nonprofit housing advocates, and local religious groups; and
- ◆ An implementation and monitoring plan that includes a schedule of programs and actions to implement the recommendations of the housing action plan.

The HAP provides actions that the city can take to facilitate the development of affordable and market-rate housing to support a variety of income levels for residents. The HAP also guides the implementation of the goals and policies outlined in the housing element of the Comprehensive Plan by identifying policy gaps and addressing those gaps in the strategies.

Housing Needs And Findings

The Housing Action Plan is informed by the analysis in the housing needs assessment (HNA), extensive community engagement and participation, and evaluation of existing policies and regulations. The full HNA (Appendix A) provides quantitative data of the city’s existing housing conditions, gaps, and projected needs. Community and stakeholder engagement results (Appendix C) lay out the community’s vision for housing and emphasize which housing gaps are most important to address in the strategies. Evaluating existing policies and regulations further highlights current barriers to housing development and opportunities to reduce these barriers.

The HNA was prepared for the City of Tenino by SCJ Alliance Consulting Services. It is a tool for communities to understand the ways in which their unique demographics, housing stock, economy, and available land determine current and future housing needs. By analyzing each of these components, the HNA can show important gaps between the housing needs of residents and the available housing in a community and create a plan to mitigate those gaps and ensure access to housing for all economic and demographic segments of a community. This is an overview of the key findings and housing needs identified in the HNA. This effort was driven by an issue statement developed as a result of stakeholder interviews:

Housing Issue Statement

Tenino is a predominately white, lower to middle-income community of 1,958 people with a core of small, older homes amongst a gridded network of short blocks that surround a historic business district and walkable destinations. As a bedroom community to other, more urbanized communities in Thurston County, Tenino faces exponential residential growth over the next 20 years, which indicates a need for higher density and additional housing units, including an increase in available rental units to balance the supply and demand of housing stock as the city grows.

Housing costs in Tenino continue to rise and are not attainable for a steadily growing population. Strategies need to be created to address the temporary and permanent housing gaps in the city. Key findings from the Tenino Housing Needs Assessment are as follows.

- ♦ **Tenino has a rapidly growing population.** The city’s population is expected to increase by more than 25% by 2045 with an estimated population growth to around 2,790 residents. Population projections are based on additional housing units that have been or are projected to be permitted within the next 20 years.
- ♦ **The housing stock is comprised primarily of single-family detached homes.** Tenino’s housing stock is comprised primarily of single-family homes, as shown in Figure 1, making up more than 78% of the total stock. A majority of the remaining 22% are mobile homes and apartment buildings with 10 or more units along with a smaller share of duplexes, triplexes, and quadplexes. This housing mix reflects the growth of the single-individual and family-oriented population and its demand on the housing market.
- ♦ **Much of the housing stock in Tenino is more than 50 years old.** The housing in Tenino is largely considered historic (more than 50 years old) with a mix of more recently constructed homes, as explained in the HNA. Just under 63% of the buildings in Tenino were built more than 50 years ago. While older buildings may contain lead paint and present ongoing maintenance problems, they can also provide a source of naturally occurring affordable housing units. The city’s housing stock has not developed in the same capacity as compared to the region; this is likely because Tenino has a preference to keep and revitalize historic structures rather than redevelop.

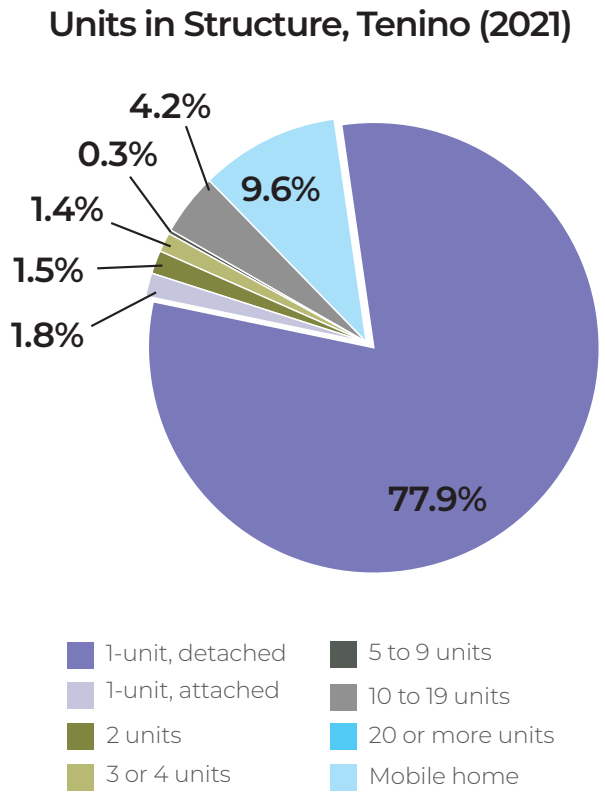


Figure 1: Units in Structure, Tenino (2021)

Regional Comparison of Children in Households by Age-Range (2021)

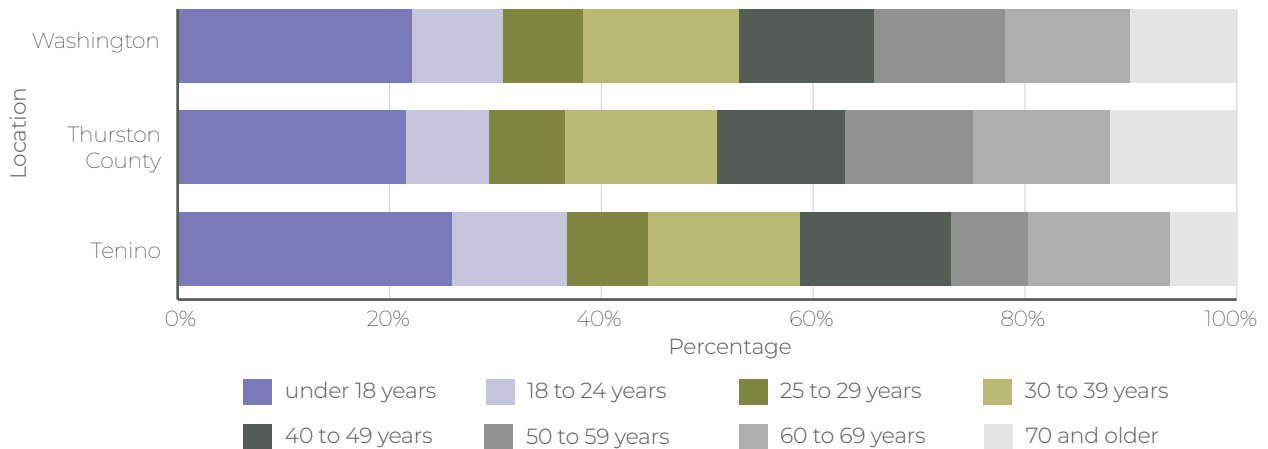


Figure 2. Regional Comparison of Children in Households by Age-Range (2021)



- ◆ **The city’s population skews younger than the countywide average.** The population of Tenino is slightly younger than Thurston County or Statewide demographics. Just under 45% of the population is below 29 years of age. Tenino also has a smaller percentage of individuals 50 years or older, with 27% of the population compared to the County and State, at 36% and 34% respectively. Reflected in Figure 2, the city sees a higher number of families looking for a tight-knit community with close recreational opportunities.
- ◆ **The Median Household Income (MHI) in Tenino is \$55,202.** In Tenino, MHI has not kept pace with the region, rising only 20% between 2010 and 2021, to \$55,202, when adjusted for inflation. While this is smaller than regionally, the MHI in Tenino fluctuates greatly with any variance in households.

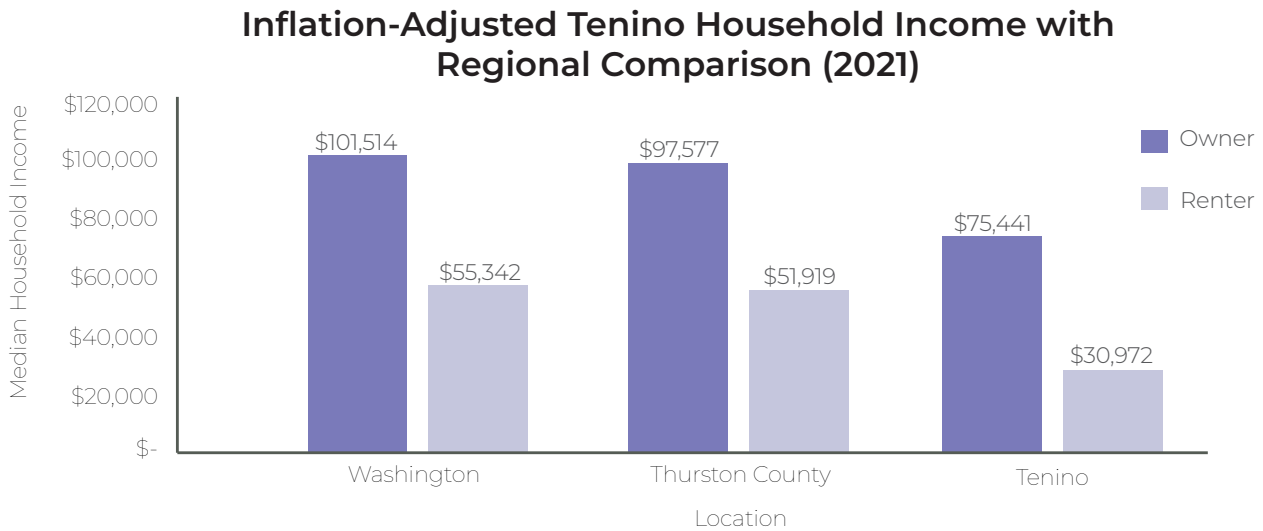


Figure 3. Inflation-adjusted Tenino Household Income with Regional Comparison (2021)
 Source: City of Tenino Housing Needs Assessment (2023)

Analysis of the housing prices, values, and supply indicate that Tenino’s residents face issues of housing availability and affordability.

- ♦ **Over 10% of Tenino’s households spend more than 30% of their income on housing.** Figure 4 shows that Tenino’s most cost-burdened households are also those earning the lowest incomes. The majority of households earning less than 30% AMI are also severely cost-burdened. Overall, nearly 11% of Tenino’s households are severely cost-burdened. Those residents fall in the lower end of the income spectrum, and they are typically renters, rather than homeowners. Cost-burdened residents can face difficult choices between prioritizing whether money is spent on housing and other household needs, or on food, clothing, transportation, and medical care, in addition to housing instability.

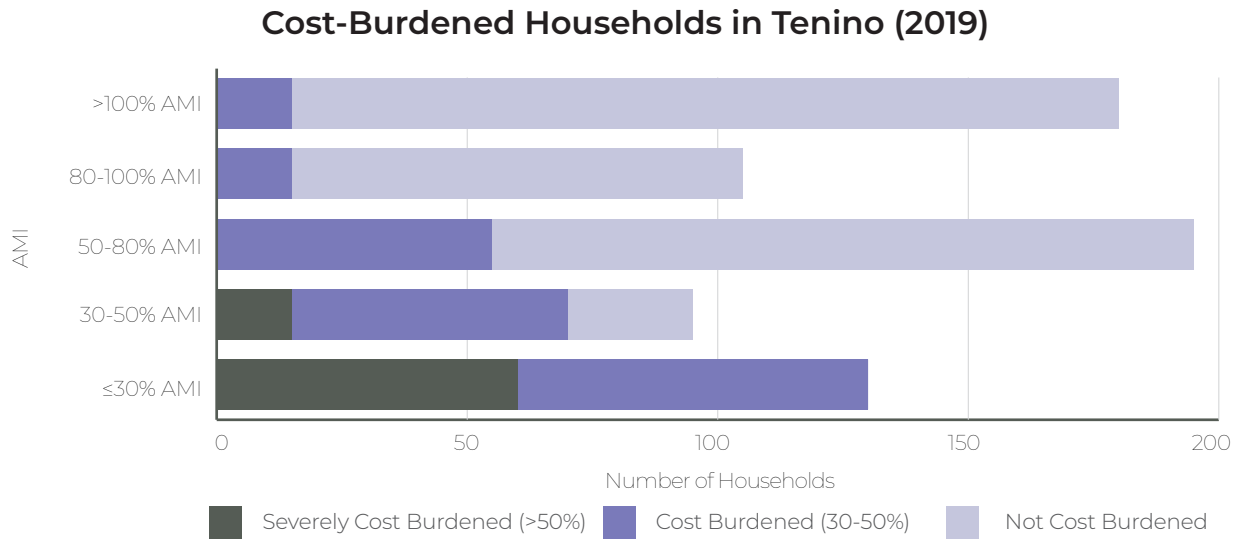


Figure 4. Cost-Burdened Households in Tenino (2019)

Source: HUD Comprehensive Housing Affordability Strategy (CHAS)

Summary Findings

Tenino is projected to grow in population over the next 20 years. While there is residential capacity for undeveloped areas and through infill of underdeveloped parcels, the city will need to consider areas to prioritize and ensure capacity does not expand too quickly and negatively impact the housing markets or vacancy rates. Currently, there is a shortage of low-income housing, senior housing, and nursing homes within the city. Some areas, particularly in the Master Planned Community in the western portion of the city, have additional environmental considerations. Reevaluating current zoning designations and density allowances, especially in the areas referenced above and for certain types of housing, will allow for increased density and development/redevelopment.

Renter Households and Affordable Rental Units by Income in Tenino (2021)

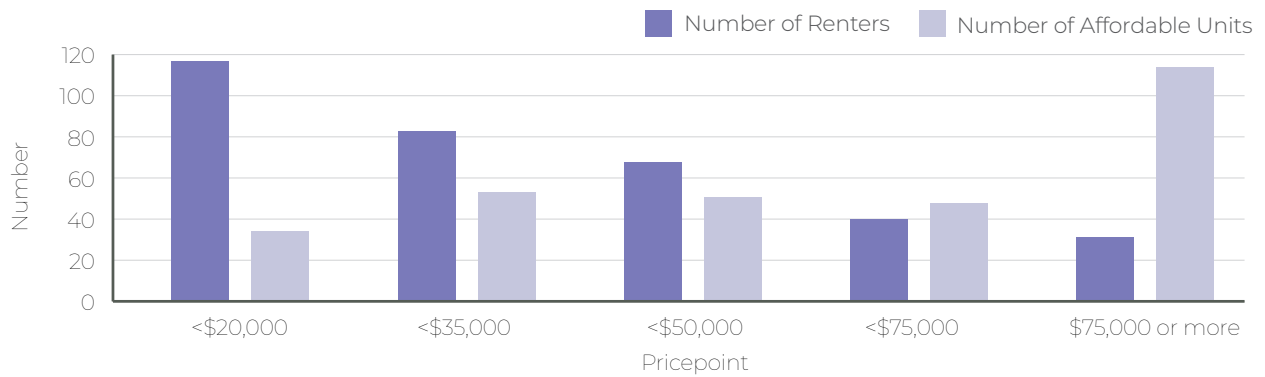


Figure 5. Renter Households and Affordable Rental Units by Income in Tenino (2021)

Source: City of Tenino Housing Needs Assessment (2023)

This same idea is reflected in the data in Figure 5 and Figure 6, where households making less than \$50,000 in annual income have a higher burden of cost due to lack of available affordable housing choices. The data shown below can help to better clarify where the City’s housing supply needs a boost. In this case, the gap between number of renters and number of affordable units would benefit from an increased supply of lower priced units. This may take the form of subsidized housing or rental assistance programs.

Owner Households and Affordable Housing Units in Tenino (2021)

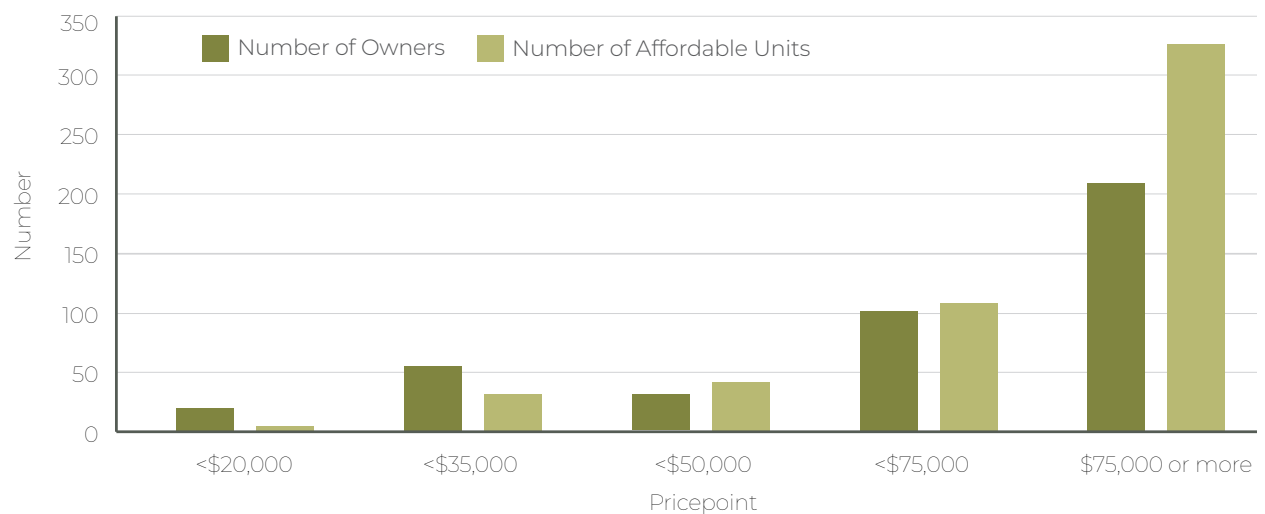


Figure 6. Owner Households and Affordable Housing Units in Tenino (2021)

Source: City of Tenino Housing Needs Assessment (2023)

Table 1. Estimated Housing Units Required in Tenino by Income (2030 - 2045)					
		2021	2030	2040	2045
% of Area Median Income	Total Housing Units	772	1,001	1,082	1,091
	Occupied Housing Units	725	953	1,029	1,038
Less than 19%	Less than \$20,000	18.3%	174	188	190
19% to 34%	\$20,000 to \$34,999	14.1%	134	145	146
34% to 48%	\$35,000 to \$49,999	10.9%	104	112	113
48% to 72%	\$50,000 to \$74,999	21.5%	205	221	223
72% or more	\$75,000 or more	33.8%	322	348	351
0%	Zero or negative income	1.4%	13	14	15

Source: 2021 American Community Survey 5-Year Estimates Table S2503, Thurston Regional Planning Council

Table 1 below shows a projection of the number of housing units required by income if the percentage of housing units per income were consistent through 2030, 2040, and 2045. With the information gleaned from Figures 6 and 7, it can be ascertained that the households making less than \$50,000 annually, or under 48% of the Area Median Income, are in need of additional available units, and that the percentage of housing units available to extremely low-, very low-, and low-income households should be increased.

Reevaluating current zoning designations and density allowances would help to increase density and allow for development or redevelopment of parcels in these areas. Remodel and/or demolition of older structures or underutilized parcels will be important to review as development within the West Tenino area would be difficult due to the Mazama Pocket Gopher habitat. Density is projected to increase to the south where the City has seen some annexations and new subdivisions, this will likely continue. Emphasis should be placed on accommodating affordable rental units, while encouraging developers to build various types of middle housing units, such as adding Accessory Dwelling Units to lots with Single-Family residences and bringing new concept ideas such as cottage style housing.

Summary Findings

While Tenino is projected to grow in population, the environmental constraints on the City make expansion of city limits and development of residential housing difficult. Review of the housing prices, values, and stock show that Tenino residents face a housing availability issue more than that of affordability. This is not to say that affordable housing is not necessary; rather, Tenino residents statistically make less than regional comparisons when looking at Median Household Income. There is also limited or no availability of low-income, senior housing, or nursing homes located within the city.



Community And Stakeholder Participation

Public comment was sought for the City of Tenino's Housing Action Plan through stakeholder interviews and meetings with the City Council and Planning Commission. These outreach opportunities provided insight and a better understanding of the community's interests and needs in terms of housing. The following themes were found throughout our discussions:

- ◆ **Affordability:** Residents and stakeholders stated that it's not just about affordability but attainability for the overall community. Suggestions included waiving permitting fees for nonprofits and small developers, and for the city to promote a variety of housing types.
- ◆ **Smaller Homes, Condos, and Townhomes:** In support of the increase in variety of residential unit types, input showed support for promoting construction or rehabilitation of smaller single-family residential homes, condos, and townhomes, as opposed to low-income apartments. Smaller units would assist both lower-income and senior populations looking for smaller, more affordable options.
 - Low-income apartments specifically received negative feedback due to poor connotations with the perceived quality of homeowner. Attainable or affordable housing for the community was the preferred description.
- ◆ **Short-Term Housing:** A large majority of stakeholders mentioned a need for short-term housing to assist seniors or military families that need a short-term solution until a long-term option became available. The length of time that was meant by "short-term" seemed to vary, but was generally around three to nine months.
- ◆ **Housing Maintenance:** Many homes in Tenino are more than 50 years old. The community expressed concern for residential maintenance, remarking that older homes show more disrepair and maintenance is more difficult and costly.

Recommendations From Stakeholders

- ◆ Evaluate policies to better appeal to developers
- ◆ Increase density while promoting walkability
- ◆ Promote infill of residential properties close to downtown
- ◆ Adjust SEPA thresholds
- ◆ Reduce setbacks for ADUs
- ◆ Balanced growth by promoting:
 - Commercial/Industrial development
 - Mobility and Transportation

Policy and Regulations Evaluation

The purpose of the policy and regulations evaluation is to evaluate the City of Tenino’s housing element, last adopted Comprehensive Plan in 2016, and development regulations to determine the City’s successes and barriers to developing housing related to the achievement of goals, policies, and implementation consistent with RCW 36.70A.600 (2)(e).

Washington State has requirements and guidelines for Housing Planning and the Growth Management Act (GMA) includes specific requirements for how cities should plan for housing, including housing affordable to lower-income households. The GMA’s housing goal is “to encourage the availability of affordable housing to all economic segments of the population of this state, promote a variety of residential densities and housing types.

Housing and Land Use Element Policy Review

The policy evaluation analyzes housing related goals and policies from the city’s 2016 Comprehensive Plan. In addition to primarily reviewing the Housing Element, this document reviews other related Comprehensive Plan elements, including Land Use and Capital Facilities where policies related to housing are mentioned. This evaluation informs the strategies in the Housing Action Plan. This evaluation takes into consideration the findings of the Housing Needs Assessment including anticipated growth, permit issuance trends, and identified gaps concerning the city’s Comprehensive Plan policy implementation. The review considers the following evaluation criteria in terms of success in achieving housing unit needs as well as the achievement status of each goal and policy referenced. The full evaluation matrix and analysis is included in Appendix B, however, a condensed breakdown can be found below:

Connection to the HNA or HAP Objectives		Achievement of Goals, Policies, and Actions	
C	Continuing need for the goal/policy to meet identified gaps in the HNA or HAP objectives	E	Early or not yet initiated
A	Amend to address HNA gaps	M	Moderate progress
N	Not directly related to housing needs or objectives	C	Completed

These goals and policies directly affect potential development regulations as they lay the groundwork for the support of new or altered regulations. The Comprehensive Plan is a visionary document that reflects goals to assist the City to realize their vision. In this way the policy and regulations are connected and there is crossover between the two.

Housing Goals & Policy Review

How well do the City of Tenino’s housing element policies meet the community’s needs for housing?

The housing element policies outlined in the 2016 City of Tenino Comprehensive Plan allow for many avenues to address the community’s needs for housing. Many of the policies encourage additional dwelling units through updates to the development code, allowing more accessory dwelling units per lot, or through a variety of housing types. One suggestion as part of the evaluation review was to consider updating housing policies to have an attainable, easily identifiable goal.

What is the City of Tenino’s progress in meeting housing targets or objectives for housing types and units?

According to the 2016 City of Tenino Comprehensive Plan, the projected housing units for 2021 within city limits was 785, whereas the estimated total according to the 2021 American Community Survey (ACS) was 725 – a difference of 60 units.

Table 2. Estimate New Housing Units Required in Tenino (2021, 2045)		
	2021 Estimates	2045 Projection
Population	1,870	2,790
People per Household	2.53	2.53
Households	725	1,068
(5% Vacancy Rate)		53
Total Housing Units	772	1,168
New Housing Units Required		396

Thurston County and the City of Tenino expect a population growth to 2,790 residents within city limits by 2045. Using this projection, and ACS population data from 2021, the projection would account for an additional 832 residents over the course of twenty-four years. This projection can be used to estimate the number of housing units that will be needed in Tenino by 2045, as shown on the left.

Source: SCJ Alliance, Washington Office of Financial Management (OFM), 2021 American Community Survey 5-Year Estimates Table DP04 and S1101, TRPC

The total number of housing units in Tenino has gradually increased over the past decade, while occupied units increased at a slightly higher rate, leading to a decrease in the housing vacancy rate over time (Figure 4). The vacancy rate was 6.62 in 2010 and has decreased every year until 2021, when it jumped back up to 6.09. While Tenino currently sits at a healthy vacancy rate, the city will need to increase the additional units per year to meet future demand and to keep the vacancy rate stable. Currently, the city averages 4 additional units per year, while the number of occupied units increases by 6 annually.

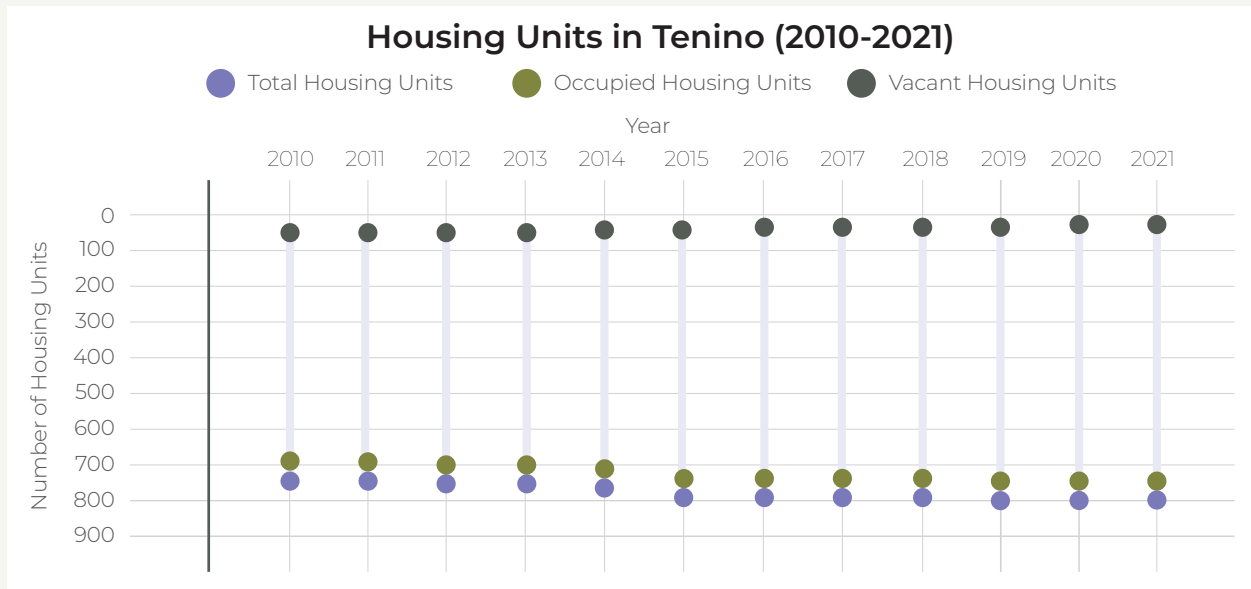


Figure 7. Housing Units in Tenino (2010-2021)

Source: 2010-2021 American Community Survey (ACS) 5-Year Estimates, Table DP04

Many of the policies have been implemented to allow for a variety of housing types and units in residential zones, including policies that consider the need for or encourage construction of special housing.

Permitting a variety of housing types and styles in both residential and commercial zoning districts allows developers to add more units and layout designs in their plans. Residential building developers typically look at the bottom line, cost, and try to include as many units as possible while still considering the marketability and demand for certain types of units. As both affordability and availability of residential units have dwindled, the need for increased density and smaller affordable units has risen. Tenino has done well in updating their development code to be consistent with the goals and policies outlined in the City’s 2016 Comprehensive Plan.

Special housing includes group homes and care facilities, income-restricted housing, and senior housing options (including independent and assisted living facilities). In 2021, more than 480 residents in Tenino earned less than the Median Renter Income of \$50,449, compared to only 292 total low-income rental units. Figure 5 on page 12 shows the disparity between the number of renter households and their income to the number of affordable units in their range.



Development Regulations Review

The city's development regulations can make or break housing production and supply specifically related to zoning, which regulates permitted uses. Zoning determines what can be built and where, including housing density, size, and type. As described in the Land Capacity Analysis of the HNA (Appendix A), Tenino's zoning code contains four residential and three commercial districts, not including the Master Planned West Tenino Zone: Single Family Environmentally Sensitive Residential (SF-ES), Single Family Residential (SF), Single Family Duplex (SFD), Multi-Family Residential (MF), Commercial 1 (C-1), Commercial 2 (C-2), and Commercial 3 (C-3). Additionally, some residential dwelling units are permitted in these zones as an accessory use or with a special use permit (for convalescent care, assisted living, and congregate care facilities). Overall, Tenino's zoning code is very straightforward and does not result in significant barriers to housing development. However, a code update could incentivize or facilitate intentional development that prioritizes housing, particularly in the SF and SFD Residential zones.

Tenino's permitted uses in both commercial and residential zones should be reviewed and updated to encourage a variety of dwelling units to accommodate an additional 396 dwelling units by 2045. According to the Thurston Regional Planning Council, the projected residential capacity within the City's commercial and residential zones is approximately 1,168 dwelling units. This number has been adjusted to reduce the amount of previously forecasted residential units within the West Tenino zone, which will need to be

redesignated during the Comprehensive Plan periodic Update due to the presence of Federally listed endangered species. To ensure projected capacity needs are met, the City will need to facilitate and incentivize housing development in all zones and also encourage higher densities in the residential zones.

Table 3 shows the permitted housing types within each zoning district, and whether they need a special permit or have considerations that further determine if the potential development of these dwelling units is permissible in each zone. The specific development regulation recommendations below were considered after careful review of the current regulations and use of the chart shown in Table 3:

1. Outright permit accessory dwelling units and/or secondary dwelling units across all residential zones, and on existing nonconforming residential lots within the commercial zones.
2. Raise SEPA thresholds for residential subdivisions
3. Expedite permitting for low- and moderate-income housing units to incentivize developers.
4. Permit longer-term (30 days to 6-months) transient lodging outright in residential districts.
5. Permit live-work structures throughout the commercial zones, remove the requirement for Mixed-Use Development for live-work structures, and reduce or eliminate density requirement in existing structures.
6. Add other innovative housing types (such as cottage style) to the permitted uses where appropriate.

Table 3. Permitted Housing Types by Zoning District (2023)

Residential Zone	Use	Detached Single Family	Duplex	Attached Single Family	ADU
SF-ES	Larger lots to allow for environmental constraints. Lots are in proximity to critical areas.	Permitted	X	X	Permitted
SF	Single-family residential units. Low-density residential area.	Permitted	X	X	Permitted
SFD	Single-family and Duplex units. Low-density residential area.	Permitted	Permitted	X	Permitted
MF	Small-lot detached dwellings and attached structures such as apartments, condominiums, and townhouses. The mix can take form on a single site or mixed within a general area.	Permitted	Permitted	Permitted	Permitted
C1	Some residential units allowed off ground level.	X	X	Administrative Use	X
C2	Primarily commercial uses, with some residential units allowed off ground level.	X	X	Administrative Use	X
C3	Mix of existing single-family uses, new and existing multifamily buildings, mixed use structures, and commercial uses.	Permitted if Existing	X	Administrative Use	X

Source: SCJ Alliance, City of Tenino

Accessory Dwelling Units

Accessory Dwelling Units (ADUs) create new housing opportunities while respecting the look and scale of single-family dwelling developments. ADUs provide a mix of housing options to support a variety of housing needs. For example, they provide a means for residents, particularly seniors, single parents, and families with grown children, to remain in their homes and neighborhoods, and obtain extra income, security, companionship, and care.

What is an ADU?



Internal
Unit conversion.



Attached
Unit conversion or new build.



Detached
Unit conversion or addition.

i ADU is short for Accessory Dwelling Unit.



Figure 8. What is an ADU?

Source: SCJ Alliance

During community interviews and Planning Commission meetings it was clear that the community desired to improve the supply of smaller affordable unit options such as ADUs. This sentiment was expressed by parents who felt their grown child(ren) could rent or use the space until they could afford to live on their own. This was a common example and included concerns for low-income seniors and individuals with developmental disabilities, as additional housing support is needed for those special populations.

As part of the update to the city’s ADU code standards, the City could offer density bonuses to infill ADUs and/or other types of middle housing options, such as cottage style and senior housing in all residential zones and in some low-intensity commercial zones. This can include permitting those types outright in all residential zones, increasing the number of accessory units allowed per lot, eliminating the parking minimum requirement for accessory units, reducing minimum lot area size requirements, and increasing maximum structure size requirements.



Cottage Housing

Cottage homes have historically served as working-class housing throughout the U.S. and are now being updated and reintroduced as an affordable alternative for a new generation of American families. Cottage developments are built in clusters designed to trade quantity of space for quality of life, while actively promoting a sense of community.

Cottages are typically clustered around a common open space, and depending on the lot size, can have anywhere from 4 to 20 units per development. These cottages are generally designed as one- or two-story detached housing units, with second storied built into the pitch of the roof.



Targeting singles, married couples, and empty nesters, this type of housing is considered moderate in size, but can be built smaller. Small cottages average 450 square feet on the main level, with a 100 square foot loft. Larger cottages can have up to 1,600 square feet and accommodate 2 bedrooms and 1.5 baths, though most cities limit the size of the units to approximately 800 to 1,000 square feet.⁶

Rehabilitation and Maintenance Resources for Homeowners and Landlords

Keeping a house in good shape requires time, money, and effort. Maintaining housing can be a stretch for many people, including low-income and elderly households.⁷ Just over 16% of the residential buildings in Tenino were built more than 50 years ago, and are now considered historic. This is far less than the countywide average and is likely due to Tenino's more recent growth and population boom since the 1990s.

The existing older housing stock can provide a source of naturally occurring affordable housing units, as they are smaller and often more centrally located to existing centers served by transit and commercial services. However, these buildings may also contain lead paint, and typically present ongoing maintenance problems which can be a source of financial burden on low- and moderate-income homeowners and senior residents.

Tenino can provide some resources, education, and incentives for homeowners and landlords to rehabilitate and maintain homes.

One possible resource to connect them with is the [USDA Rural Development division's Single Family Housing Repair Loans & Grants](#) (Section 504). This program provides loans to very-low-income homeowners to repair, improve, or modernize their homes, and grants to elderly very-low-income homeowners to remove health and safety hazards. As Tenino is in the eligible zone, homeowners should be aware of this opportunity. In other words, the City of Tenino can use its Comprehensive Plan as justification for code enforcement, making sure development aligns with the community goals and vision.

⁶ Regulatory Barriers Clearinghouse - Breakthroughs, Cutting Costs with Cottage Housing. Jan 2008. <https://archives.huduser.gov/rbc/archives/newsletter/vol7iss1more.html>

⁷ Brookings Institute - <https://www.brookings.edu/blog/the-avenue/2019/07/02/housing-affordability-and-quality-create-stress-for-heartland-families/>



Minimizing Displacement

Minimizing displacement has been an increasing concern and cities should look to support anti-displacement efforts to ensure that low- and moderate-income residents and special housing residents are not displaced by new development activities occurring in the area. Below are some considerations that the City and its residents might consider moving forward as the number of housing units and households in the City are projected to increase exponentially by 2045.

1. Ensure housing options remain affordable amongst new developments by requiring multifamily developments in certain overlay areas or zones to provide a certain percentage of affordable, market rate housing units.
2. Support aging-in-place services and goals that encourage development patterns that provide suitably scaled, daily needs services within walking distance of residential areas, allowing a measure of independence for those who cannot or choose not to drive. Connect homeowners with resources to adapt their homes to their needs as they age such as the [USDA's Single Family Housing Repair Loans & Grants](#) program, as mentioned above.
3. Support education programs on homeownership, such as the [NeighborWorks Center for Homeownership Education and Counseling \(NCHC\)](#). The NCHC program provides certifications in housing and financial counseling, which could be a beneficial resource for low- and moderate-income households in Tenino seeking help buying or staying in a home. The [Washington State Home Advantage Program](#) offers seminars and access to other resources for those buying their first home; the City of Tenino could partner with and participate in this program to make this statewide resource more accessible at the local level.
4. Explore grant programs to support the effort to reduce homelessness. Programs such as the [Washington State Department of Commerce's Consolidated Homeless Grant \(CHG\)](#) provide resources to fund homeless crisis response systems to support communities in ending homelessness.
5. Adopt local tenant protections that require an increase to the notice time from 10-60 days to 90-180 days before the effective date and place a cap on rent payment late fees.

Land Use Goals and Policies

Many of the goals and policies in the Land Use element encourage adoption and consideration of tools that foster sustainable development, variety of type, density, and affordability of housing units, and encourage consistent review of determining factors such as healthy vacancy rates or permit processing speeds and review. Many of the Land Use principles are beneficial to the public and potential residents and can contribute to community growth through smart design.

- ♦ **Land Use Policy 1.1** encourages the development of excellent neighborhoods throughout Tenino, using the Great Neighborhoods approach of connected developments. New proposed subdivision applications require improvements, such as trails, sidewalks, well-connected streets, and street trees. Developments for residential structures in single-family residential zones do not have required design standards. The City has maintained and updated their zoning code to ensure that single-family residences on existing lots are minimally impacted by development requirements. The City's development code encourages off-street alleys and side streets to connect to parking lots behind the structure, while the structure is placed closer to the street. This creates safer conditions for pedestrians and takes cars off the main arterial streets sooner.
- ♦ **Land Use Policy 2.2** requires most residential zones allow for accessory dwelling units, but not different dwelling types, such as bungalow courts, cottage house, and small multi-family structures. The single-family/duplex (SFD) zone allows for duplexes but not triplexes, quadplexes, or small apartment buildings. The multi-family residential (MF) zone allows for duplexes, and attached single family units including townhomes, condos, tri/quadplexes, and apartments.
- ♦ **Land Use Policies 3.0 and 9.1** recommend that new residential development have a mix of housing type, especially near downtown. Some types of housing are limited in some residential zones. Density overlay shows urban densities are aligned with single family (SF) and single-family duplex (SFD) zones. During the next comp plan update, the zoning map should be revised to better align zones with urban density areas.



Housing Goals and Actions















This section discusses the specific local strategies that the City of Tenino will implement or further consider as part of the City’s review of development regulations and housing related policies, plans, and updates.






The City of Tenino has identified five goals for addressing housing needs within its community:






- ◆ Encourage a variety of housing types, densities, and a range of affordable housing.
- ◆ Utilize outside funding or assistance resources to pursue housing goals.
- ◆ Reduce costs to allow more low- and moderate-income housing options.
- ◆ Increase accessibility throughout urban and transit corridors.
- ◆ Add more permanent supportive housing.





The actions outlined for Tenino on the following tables are organized within each of the five goals. Each action also fills one or more of the six gaps identified through the Housing Needs Analysis and Public Outreach efforts.




LEGEND		
	Affordability	Reduce the cost of housing for low-income and cost-burdened households.
	Supply	Increase the inventory of housing for all households.
	Transit	Increase connectivity through accessible transit options to support housing.
	Middle Housing (Variety)	Increase the variety of housing sizes and types.
	Accessibility (Supportive Housing)	Increase permanent housing options for seniors, people with disabilities, and low- and extremely low-income households.
	Anti-Displacement	Managing neighborhood change resulting from new investment in housing.

<p>Goal: Encourage a variety of housing types, densities, and a range of affordable housing</p>	
<p>Action 1</p> 	<p>As part of comprehensive plan and development code changes, include an evaluation of the impact such changes will have on housing affordability, especially for low-income households.</p> 
<p>Action 2</p> 	<p>Mix market rate and low-income housing to avoid creating areas of concentrated low-income housing.</p> 
<p>Action 3</p> 	<p>Allow accessory dwelling units (ADUs) in all residential zones.</p> 
<p>Action 4</p> 	<p>Allow single-room occupancy (SRO) housing in all multifamily zones</p> 
<p>Action 5</p> 	<p>Strategically allow live-work units in nonresidential zones.</p> 
<p>Action 6</p> 	<p>Allow more housing types in commercial zones.</p> 
<p>Action 7</p> 	<p>Increase the types of housing allowed in low-density residential zones (duplexes, triplexes, small houses on small lots.).</p> 

Goal: Utilize outside funding or assistance resources to pursue housing goals.	
Action 1	<p>Identify and develop partnerships with organizations that provide or support low-income, workforce, and senior housing as well as other populations with unique housing needs.</p> 
Action 2	<p>Identify and develop partnerships with organizations that provide or support low-income, workforce, and senior housing as well as other populations with unique housing needs.</p> 
Action 3	<p>Use Community Development Block Grant (CDBG), Section 108 loans, and other federal resources for affordable housing.</p> 
Action 4	<p>Encourage local community groups, churches, and businesses to provide voluntary assistance with maintaining existing structures for the elderly, low-income, and those with special needs.</p> 
Action 5	<p>Encourage the Housing Authority of Thurston County to take greater advantage of State and Federal housing grants and tax incentives.</p> 




Goal: Reduce costs to allow more low- and moderate-income housing options	
Action 1	Offer density bonuses for low-income housing. 
Action 2	Review options to lower hook-up fees and other incentives for low-income affordable housing. 
Action 3	Offer developers density incentives for desired unit types. 
Action 4	Review fees/regulations to identify housing cost reductions. 
Action 5	Conduct education and outreach around city programs that support affordable housing 

Goal: Increase accessibility throughout urban and transit corridors	
Action 1	Reduce parking requirements for residential uses, including for multifamily developments near frequent transit routes. 
Action 2	Lower transportation impact fees for multifamily developments near frequent transit service routes. 
Action 3	Develop partnership with transportation providers to expand services to additional areas of the city. 
Action 4	Expand the multifamily tax exemption to make it available in all transit corridors 

Goal: Add more permanent Supportive Housing	
Action 1	Define income-restricted housing as a different use from other forms of housing in the zoning code. 
Action 2	Monitor the need for special housing and increase opportunities for such housing. 
Action 3	Explore barriers and policies that can increase access to housing for formally incarcerated individuals. 

Implementation and Monitoring

The City’s implementation of the five goals and accompanying actions will require coordinated efforts among City departments, staff, and local organizations. The majority of recommendations are intended to be achieved by the City with support from other organizations and entities. Each action is provided in the following implementation table to provide clear guidance on which department or entity is responsible for leading the implementation, the type of action process, and anticipated timing to complete the action.

LEGEND	
	Short-Term: Consider/ implement within 1-3 years from adoption of the plan
	Mid-Term: Consider/ implement within 6 years from adoption of the plan
	Long-Term: Consider/ implement within 10 years from adoption of the plan

This implementation table is meant to be reviewed and updated through the monitoring process to better meet the identified strategies.

The table of actions associated with each goal includes key information:

- ◆ Gaps or needs addressed by the action
- ◆ Timeframe for implementation




Table 4: Action and Implementation			
Action	Implementation Lead(s)	Type of Action	Proposed Timing
Goal: Encourage a variety of housing types, densities, and a range of affordable housing			
As part of the comprehensive plan and development code changes, include an evaluation of the impact such changes will have on housing affordability, especially for low-income households.	Community Development	Legislative	
Mix market rate and low-income housing to avoid creating concentrated areas of low-income housing.	Community Development	Legislative	
Allow accessory dwelling units (ADUs) in all residential zones.	Community Development	Legislative	
















Table 4: Action and Implementation			
Action	Implementation Lead(s)	Type of Action	Proposed Timing
Strategically allow live-work units in nonresidential zones.	Community Development	Legislative	
Allow more housing types in commercial zones.	Community Development	Legislative	
Increase the types of housing allowed in low-density residential zones (duplexes, triplexes, small houses on small lots).	Community Development	Legislative	 
Goal: Reduce costs to allow more low- and moderate-income housing options			
Offer density bonuses for low-income housing.	Community Development	Legislative	
Review options to lower hook-up fees and other incentives for low-income affordable housing.	Community Development, Public Services	Administrative	 
Offer developers density incentives for desired unit types.	Community Development	Legislative	 
Review fees/regulations to identify housing cost reductions.	Community Development, Public Services	Administrative	 
Goal: Increase accessibility through transit corridors			
Reduce parking requirements for residential uses, including for multifamily developments near frequent transit routes.	Community Development	Legislative	 
Develop partnership with transportation providers to expand services to additional areas of the city.	Community Development	Administrative	
Goal: Utilize outside funding or assistance resources to pursue housing goals			
Partner with low-income housing developers (such as Habitat for Humanity, HomesFirst) to expand homeownership opportunities.	Community Development	Administrative	

Table 4: Action and Implementation			
Action	Implementation Lead(s)	Type of Action	Proposed Timing
Identify and develop partnerships with organizations that provide or support low-income, workforce, and senior housing as well as other populations with unique housing needs.	Community Development	Administrative	⌚ ⌚
Use Community Development Block Grant (CDBG), Section 108 loans and other federal resources for affordable housing.	Community Development	Administrative	⌚ ⌚
Encourage local community groups, churches, and businesses to provide voluntary assistance with maintaining existing structures for the elderly, low-income, and those with special needs.	Community Development, Public Services	Administrative	⌚
Encourage the Housing Authority of Thurston County to take greater advantage of state and federal housing grants and tax incentives.	Community Development	Administrative	⌚ ⌚
Work with the Thurston County Regional Housing Council to consider funding sources for a regional response to homelessness and affordable housing, and coordinate with existing funding programs.	Community Development	Administrative	⌚
Goal: Add more permanent supportive housing			
Define income-restricted housing as a different use from other forms of housing in the zoning code.	Community Development	Legislative	⌚
Explore barriers and policies that can increase access to housing for formally incarcerated individuals.	Community Development	Administrative	⌚ ⌚ ⌚
Monitor the need for special housing and increase opportunities for such housing.	Community Development	Administrative	⌚

Appendix

Appendix A: Housing Needs Assessment

Project Information

Project: Housing Action Plan
Prepared for: City of Tenino
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Front Cover, Bottom Banner, and Section Covers Banner Photo Credit: Suzanne LaGasa

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Introduction

A Housing Needs Assessment (HNA) is a tool for communities to understand the way that their unique demographics, housing stock, economy, and available land determine current and future housing needs. By analyzing each of these components, the HNA can show important gaps between the housing needs of residents and the available housing in a community and help plan for mitigating those gaps and ensuring access to housing for all economic and demographic segments of a community.

Issue Statement

Tenino is a predominately white community of 1,958 people with unique housing needs and challenges stemming from its economy and demographics. Tenino faces a growth projection leading to a need for additional new housing units to balance the supply and demand of housing stock as the city grows.

Community Profile

The Community Profile discusses Tenino's current and future population and the age, race, and ethnicity of residents. It also discusses the size, income, and characteristics of the City's households, as well as households with specific needs and risks including cost-burdened households. These demographic and household characteristics provide background and context for the types of housing required to better serve all Tenino's current and future residents.

Photo Credit: Orin Blomberg

Population and Demographics

Historic and Future Populations

Tenino Historic Population (1910 – 2040)

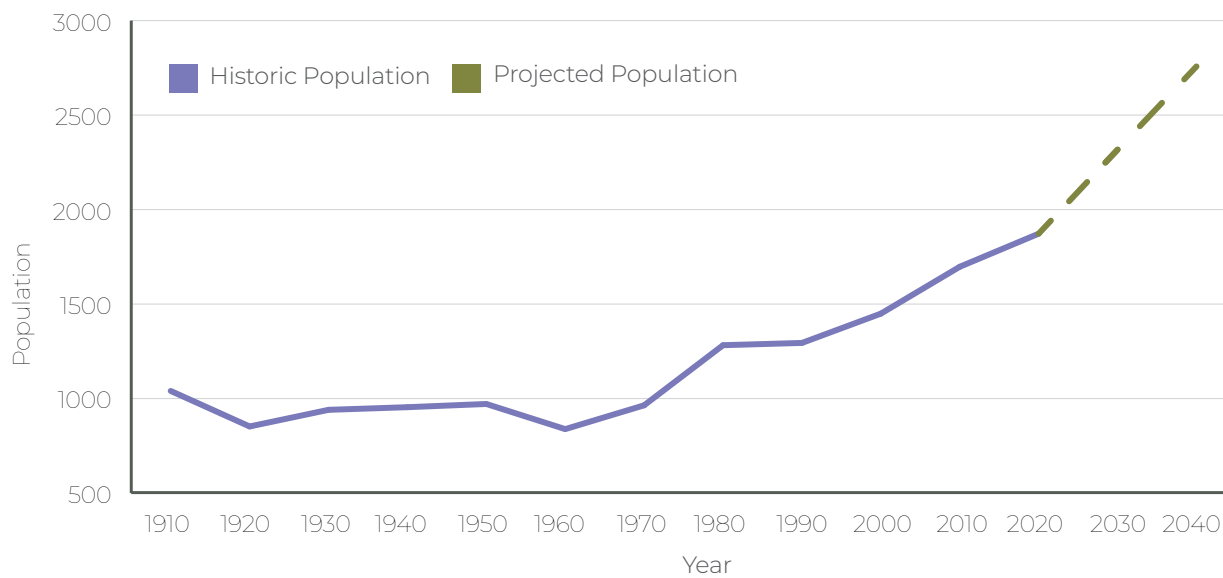


Figure 1: Tenino Historic Population (1910 – 2040)

Source: Washington Office of Financial Management (OFM), TRPC 2021 Statistical Profile

The City of Tenino was incorporated in 1906 and the 1910 Census showed a population of 1,038 people. The population dropped between 1910 and 1920, fluctuating but remaining below 1,000 until sometime in the 1970s when the city began to grow rapidly, as shown in Figure 1, with a 94% increase from 1970 to 2020. According to the Thurston County Historic Commission, the population had originally started to boom in the late 1800s with the construction of the Northern Pacific Railroad Depot and the opening of the sandstone quarries. Over the preceding decades the sandstone industry collapsed and by 1926 the quarry was closed leading to the decline of the population reflected above.

Currently, the population sits around 1,958, with a projected 25% increase by 2030, and a 33% increase by 2045 with an estimated population growth to around 2,790 residents. Population projections are based on additional housing units that have been or are projected to be permitted within the next twenty years.

Age and Race/Ethnicity

Age Distribution in Tenino (2021)

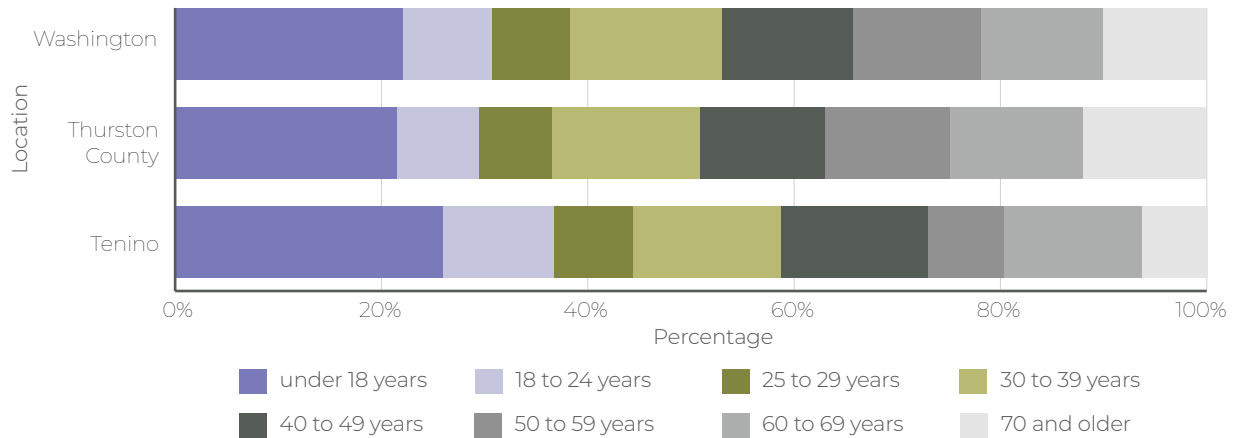


Figure 2: Age Distribution in Tenino (2021)

Source: 2021 American Community Survey (ACS) 5-year Estimates, Table S0101, 2020 U.S. Census

The population of Tenino is slightly younger than Thurston County or Statewide demographics. Just under 45% of the population is below 29 years of age. Tenino also has a smaller percentage of individuals 50 years or older, with 27% of the population compared to the County and State, at 36% and 34% respectively. Reflected in Figure 2, the city sees a higher number of families looking for a tight-knit community with close recreational opportunities.

Ethnicity in Tenino

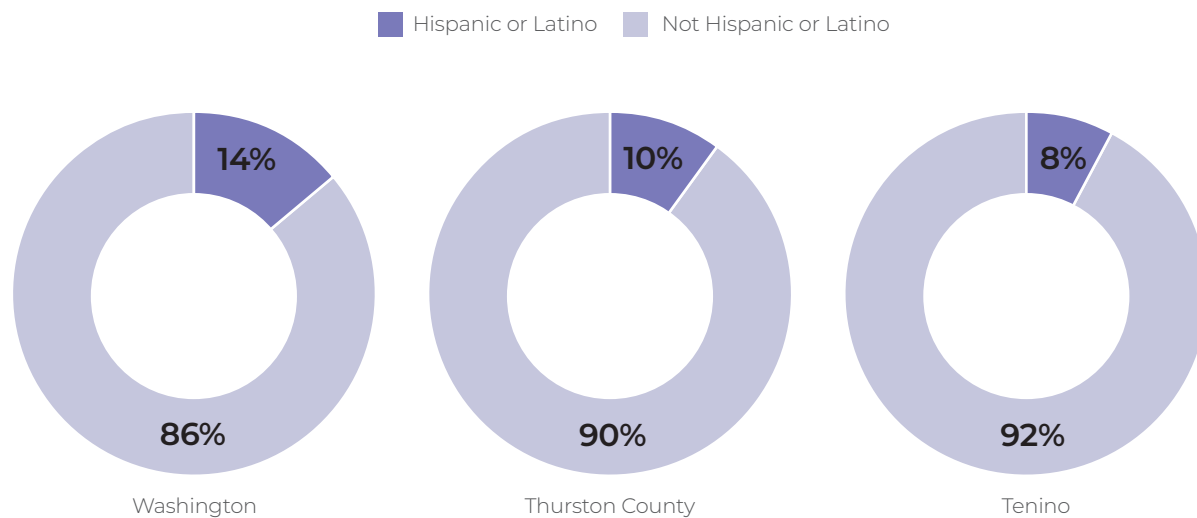


Figure 3: Ethnicity in Tenino (2020)

Source: 2020 American Community Survey (ACS) 5-year Estimates, Table P2, 2020 U.S. Census

As shown in Figures 3 and 4, Tenino’s population is predominately non-Hispanic, with approximately 80% of the population identifying as non-Hispanic white. Hispanic/Latino residents make up around 8% of the population.

Household Characteristics

Household Size, Type, and Tenure

The U.S. Census Bureau defines a household as “all the people who occupy a housing unit”. Households can be comprised of any combination of related family members, unrelated people, or individuals. The 2020 American Community Survey estimated 706 households in Tenino.

As shown above in Table 1, just shy of two-thirds Tenino’s households are family households with around half of those married couples.

Not Hispanic or Latino Ethnicity in Tenino (2021)

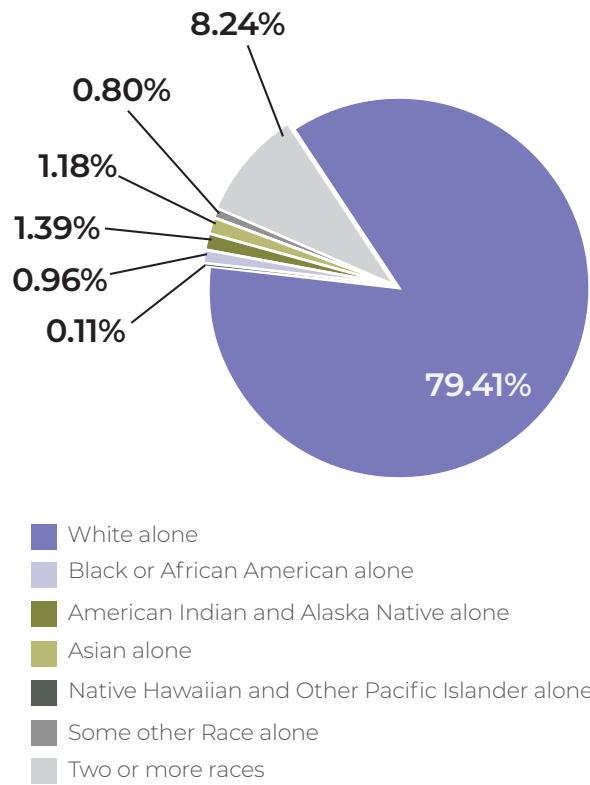


Figure 4: Not Hispanic or Latino Ethnicity in Tenino (2020)

Source: 2021 American Community Survey (ACS) 5-year Estimates, Table S0101, 2020 U.S. Census

Table 1: Household Types in Tenino with Regional Comparison (2021)				
Household Type	City of Tenino		Thurston County	
	Total	Percent	Total	Percent
Total Households	725	100%	114,556	100%
Family Households	425	66.0%	75,621	65.8%
Married-Couple Family	318	43.9%	58,376	51.0%
Other Family	107	14.8%	17,245	15.1%
Nonfamily Households	300	41.4%	38,935	34.0%
Householder living alone	208	28.7%	29,141	25.4%
Householder 65 years and over	71	9.8%	12,360	10.8%

Source: 2021 American Community Survey (ACS) 5-Year Estimates, Table S2501

Household data for Tenino from the 2021 American Community Survey (U.S. Census, Tables S1101, S2501, and DP02) show that while average household size for the city is slightly larger than regional comparison at 2.53 compared to 2.51 for Thurston County. This corresponds with 64.8% of those households having no related children under 18 years. However, average family sizes are larger than regional comparison, with an average 3.16 for Tenino and 2.99 at county level. This information, and the data shown in Figure 3 (Page 3) and Table 1, above, suggest that while many of the households in Tenino do not have children living in the home, those that do typically have more than one.

Renter-occupied housing also has a lower rate of multiple occupants per room as

compared to owner-occupied housing (0% vs. 1.9%, respectively). Households averaging more than one occupant per room are considered overcrowded, meaning that homeowners are in smaller housing units than what may be desired.

When compared regionally, Tenino's household sizes are smaller, as shown in Figure 5, with 29% of households comprised of only 1-person, compared to 27% statewide. Given the data on households and that 99% of households have one or less occupants per room, these are primarily smaller single-person households with a mix of younger families.

As compared to Thurston County, Tenino has a higher percentage of renter-occupied units, as shown in Figure 6.

Tenino Household Size with Regional Comparison (2021)

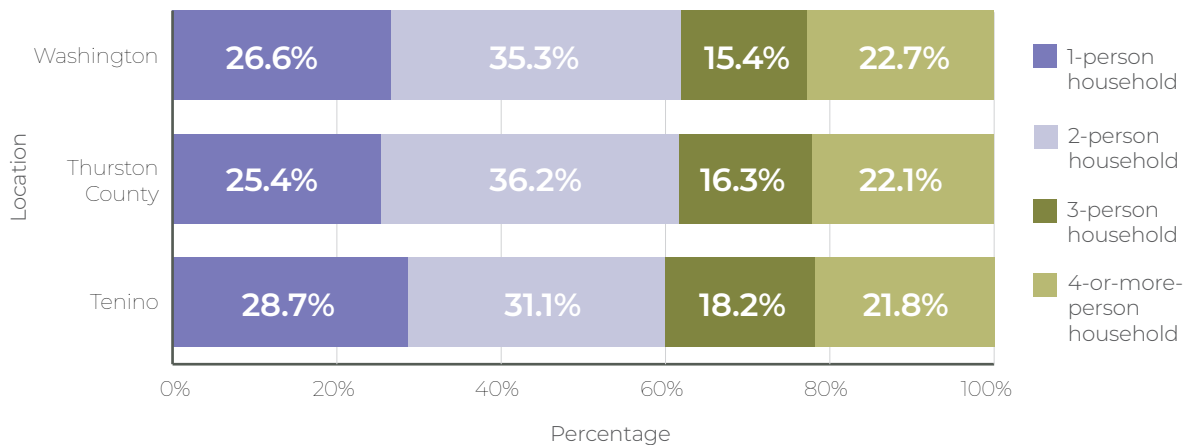


Figure 5: Tenino Household Size with Regional Comparison (2021)

Source: 2021 American Community Survey (ACS) 5-Year Estimates, Table S2501



Tenure in Tenino (2021)

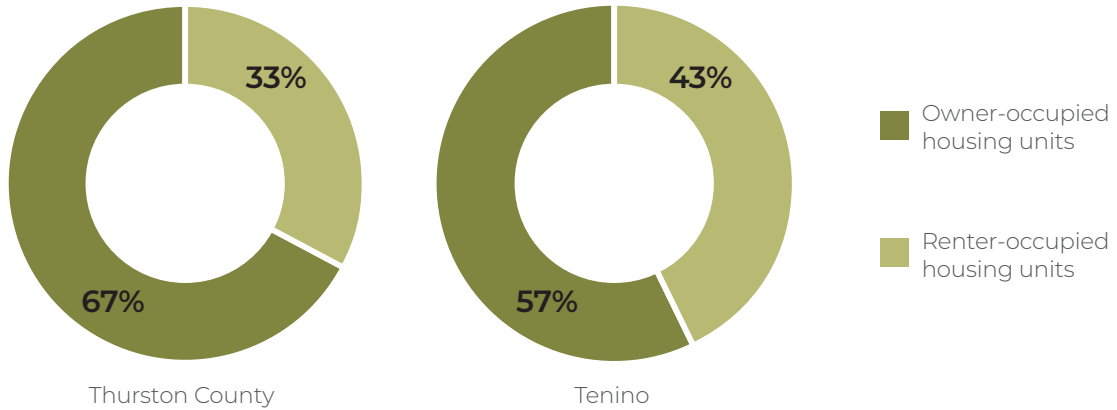


Figure 6: Tenure in Tenino (2021)
 Source: 2021 American Community Survey (ACS) 5-Year Estimates, Table S1101

Household Income

Inflation-Adjusted Tenino Household Income with Regional Comparison (2021)

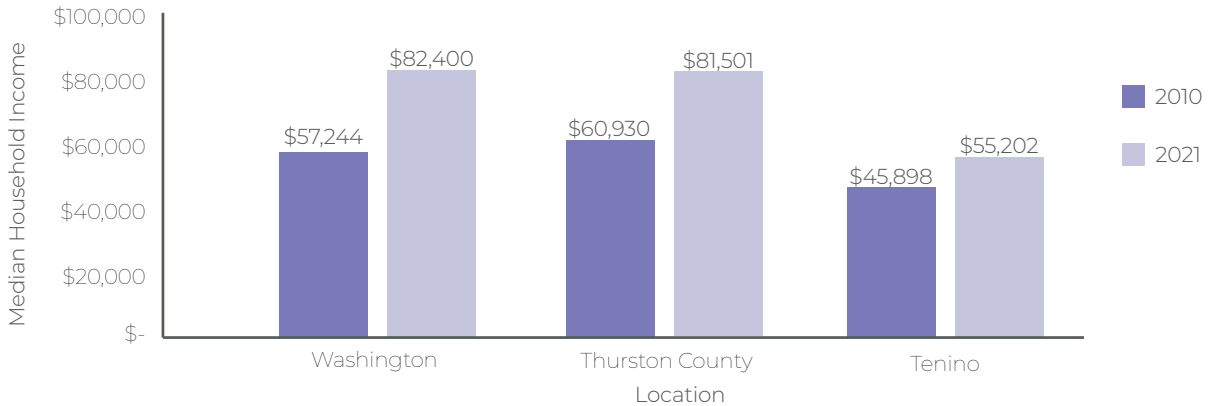


Figure 7: Inflation-Adjusted Tenino Household Income with Regional Comparison (2021)
 Source: 2010, 2021 American Community Survey (ACS) 5-Year Estimates, Table S2503

In Tenino, the Median Household Income (MHI) has not kept pace with the region, rising only 20% between 2010 and 2021, to \$55,202, when adjusted for inflation. While this is smaller than regionally, the MHI in Tenino fluctuates greatly with any variance in households.

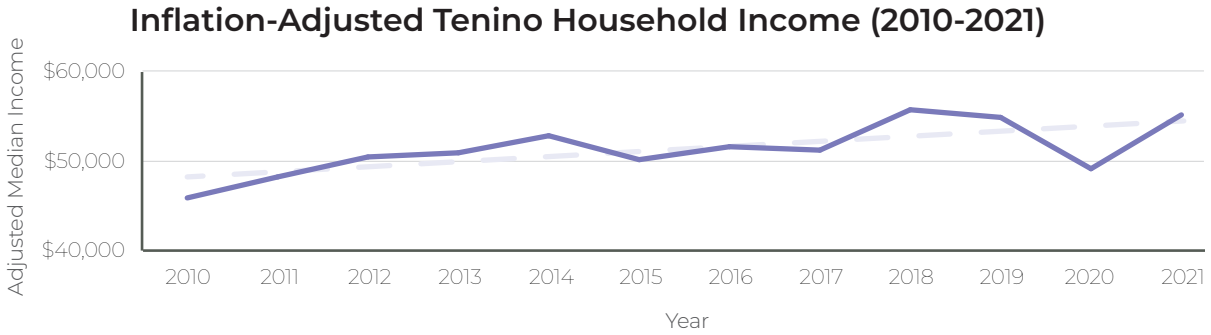


Figure 8: Inflation-Adjusted Tenino Household Income (2010-2021)

Source: 2010-2020 American Community Survey (ACS) 5-Year Estimates, Table S2503

While there has been an overall increase in MHI over the past decade, Tenino’s household incomes have fluctuated over the past decade, reflected in Figure 8. There were some periods of decline overall between 2014 and 2015, and 2018 to 2020 before it saw a jump back up in 2021.

Smaller cities typically see a greater fluctuation when comparing annual data. This is because the median household income is determined by selecting the middle value when the data is ordered from least to greatest. When there are smaller sets of data, combined with a wider spread (difference between lowest and highest

values) which is typical when reviewing incomes, the median tends to fluctuate greatly from year to year, in this case, showing decline even as the comprehensive view shoes an incline.

Median data can shift when a household leaves or enters the community, a household loses or gains employment, or changes jobs or positions.

Renters also earn significantly less than homeowners in Tenino. The MHI for homeowners in 2021 was \$75,441 compared with \$30,972 for renters – almost \$45,500 more, annually.

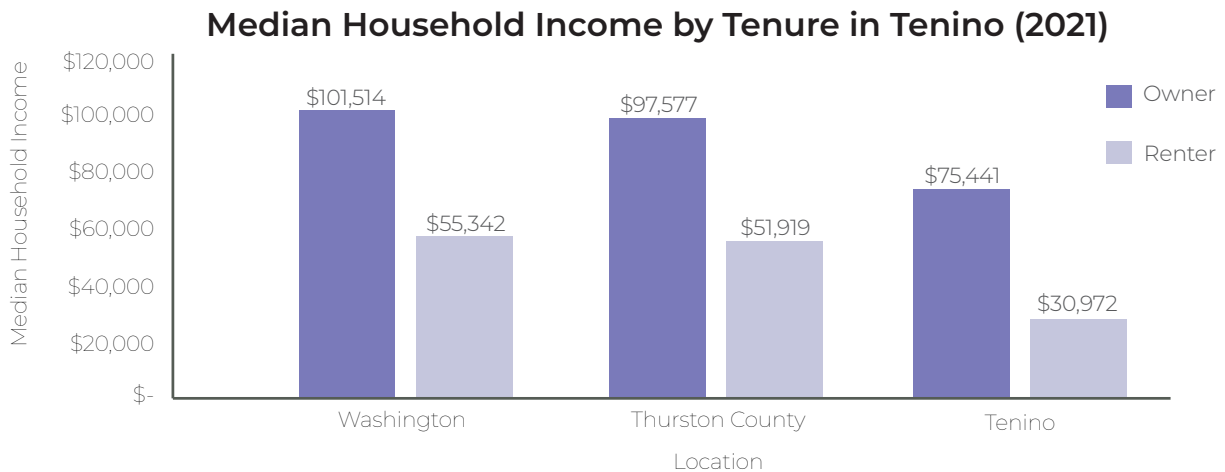


Figure 9: Median Household Income by Tenure in Tenino (2021)

Source: 2010-2020 American Community Survey (ACS) 5-Year Estimates, Table S2503

Household Needs and Risk

Low-Income and Cost-Burdened Households

The U.S. Department of Housing and Urban Development (HUD) calculates income thresholds to determine eligibility for subsidized affordable housing units. In Thurston County, the 2022 Area Median Income (AMI) was \$103,500. Table 2 shows the 2022 Thurston County HUD Income Limits for low, very low, and extremely low-income households making 80%, 50%, and 30% of the AMI, respectively.

Table 2: Olympia-Tumwater Metro Area (Thurston County) 2022 HUD Income Limits (\$)

Household Income Level	1-person Household	2-person Household	3-person Household	4-person Household	5-person Household
Extremely Low Income (30% AMI)	21,200	24,200	27,250	30,250	32,700
Very Low Income (50% AMI)	35,350	40,400	45,450	50,450	54,500
Low Income (80% AMI)	56,500	64,600	72,650	80,700	87,200

Source: HUD

Figure 10 shows a breakdown of Tenino’s households by income level and tenure. Overall, about 59% of Tenino households are earning less than 80% AMI, a common threshold for subsidized housing eligibility. As discussed previously, renters earn overall lower incomes than homeowners, with 80% of rental households earning under 80% AMI compared with 48% of ownership households, and over twice as many rental households earning under 30% AMI as ownership households.

Households with income at or below 30% AMI qualify to receive rental assistance through HUD’s Section 8 program; however, students and individuals under the age of 24 do not typically qualify for assistance.



Household Incomes in Tenino (2019)

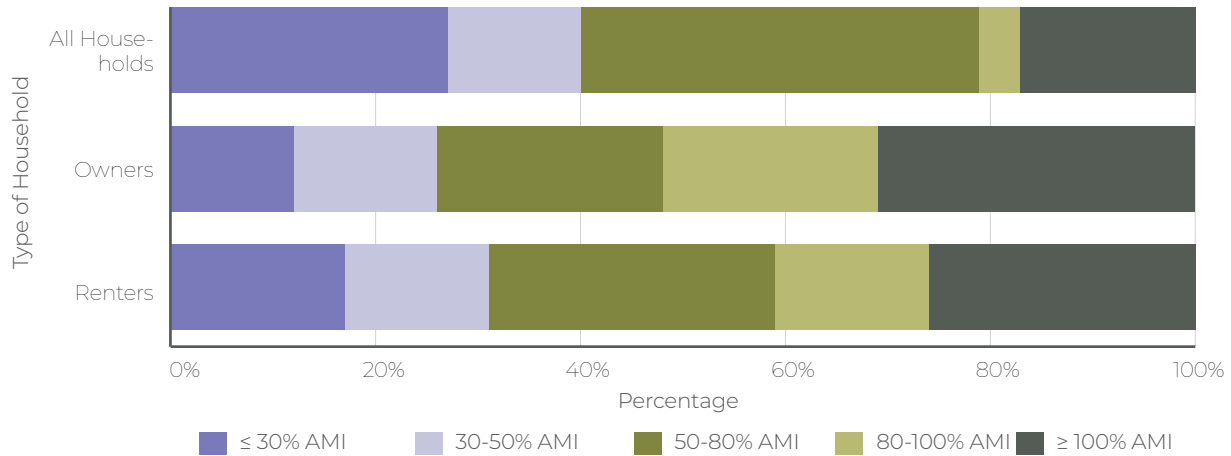


Figure 10: Household Incomes in Tenino (2019)

Source: HUD Comprehensive Housing Affordability Strategy (CHAS)

In addition to income, HUD used a measurement of “cost burden” to further determine which subset of a community’s residents are most in need of housing support or most at risk of displacement or housing hardship. A household is “cost-burdened” if they are spending more than 30% of their monthly income on housing costs (including rent and utilities). A “severely cost-burdened” household spends more than 50% of its monthly income on housing costs.

Figure 11 shows that Tenino’s most cost-burdened households are also those earning the lowest incomes. The majority of households earning less than 30% AMI are also severely cost-burdened. Overall, nearly 11% of Tenino’s households are severely cost-burdened. These households can face difficult choices between prioritizing spending on housing and other household needs such as food and health care.

Cost-Burdened Households in Tenino (2019)

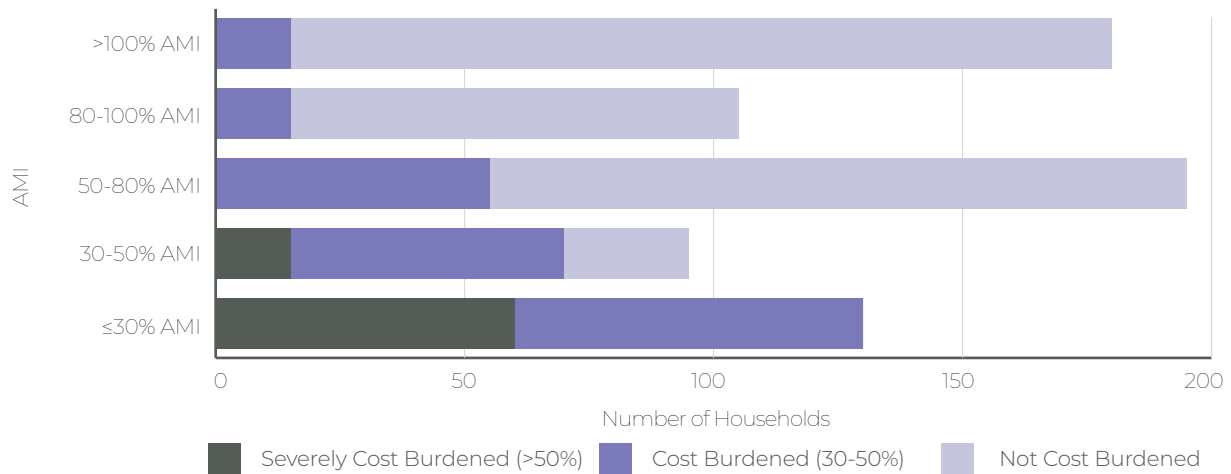


Figure 11: Cost-Burdened Households in Tenino (2019)

Source: HUD Comprehensive Housing Affordability Strategy (CHAS)

Housing Inventory

This section discusses the type and age of Tenino’s existing housing stock, current and future housing production, and trends in ownership and rental housing costs in the city. It also identifies special housing types in Tenino, including subsidized affordable units and senior housing. An inventory of the existing housing creates a baseline for future planning and identifies important trends.

Housing Characteristics

Housing Units, Production and Vacancy Rates

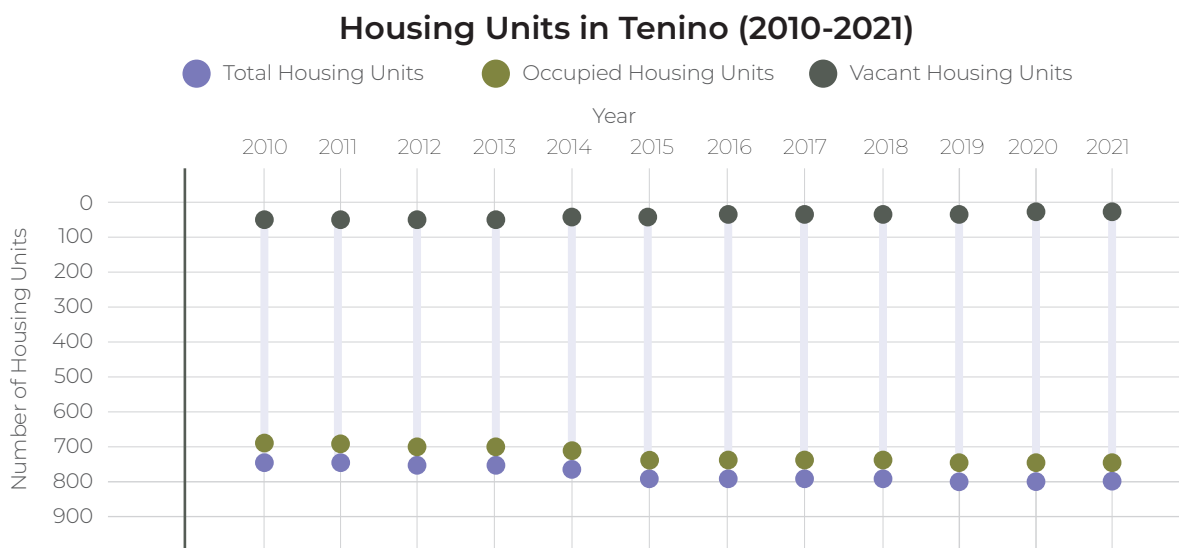


Figure 12: Housing Units in Tenino (2010–2021)
Source: 2010–2020 American Community Survey (ACS) 5-Year Estimates, Table DP04.

The 2022 Postcensal Estimates from the Office of Financial Managements count of housing units in Tenino was 846, of which 609 were single family residences, 83 multifamily, and 154 mobile home or other types of housing. As shown in Figure 12, the total number of housing units in Tenino has gradually increased over the past decade, while occupied units increased at a slightly higher rate, leading to a decrease in the housing vacancy rate over time. The vacancy rate was 6.62 in 2010 and has decreased every year until 2021 when it jumped back up to 6.09. While Tenino currently sits at a healthy vacancy rate, the city will need to increase the additional units per year to meet future demand and to keep the vacancy rate stable. Currently, the city averages 4 additional units per year, while the number of occupied units increases by 6 annually.

Housing Types by Tenure (2021)

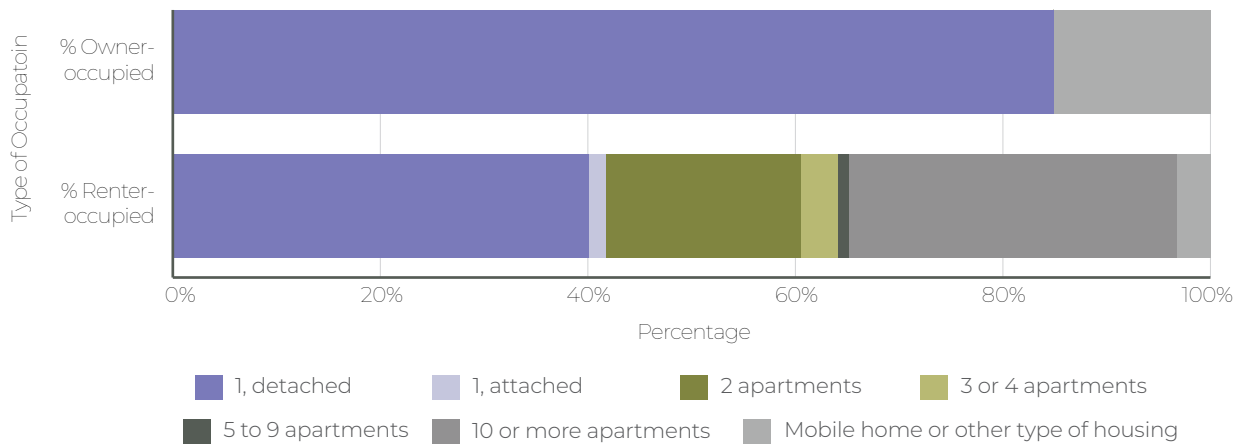


Figure 13: Housing Types by Tenure (2021)

Source: 2021 American Community Survey (ACS) 5-Year Estimates, Table S1101

Data from the 2021 ACS (U.S. Census, Table S2504) shows that most of the occupied units in the city are detached single-family homes, occupied by both owners and renters. Homeowners mostly live in single-family homes, with a smaller portion in mobile homes, and renters largely live in single-family or apartment buildings and duplexes (not including triplexes or quadplexes). Apartment buildings with 5 to 9 units make up the smallest percentage of housing type in Tenino.

Figure 14 breaks down recent construction of residential units as reported by the Thurston Regional Planning Council. The figure considers development per unit and not per structure, therefore this considers all individual units as separate living spaces or structures. Permit activity spiked in 2015 and 2020 with two single-family residential developments in the southwestern and eastern areas of the city.

Tenino Residential Permit Activity (2010-2021)

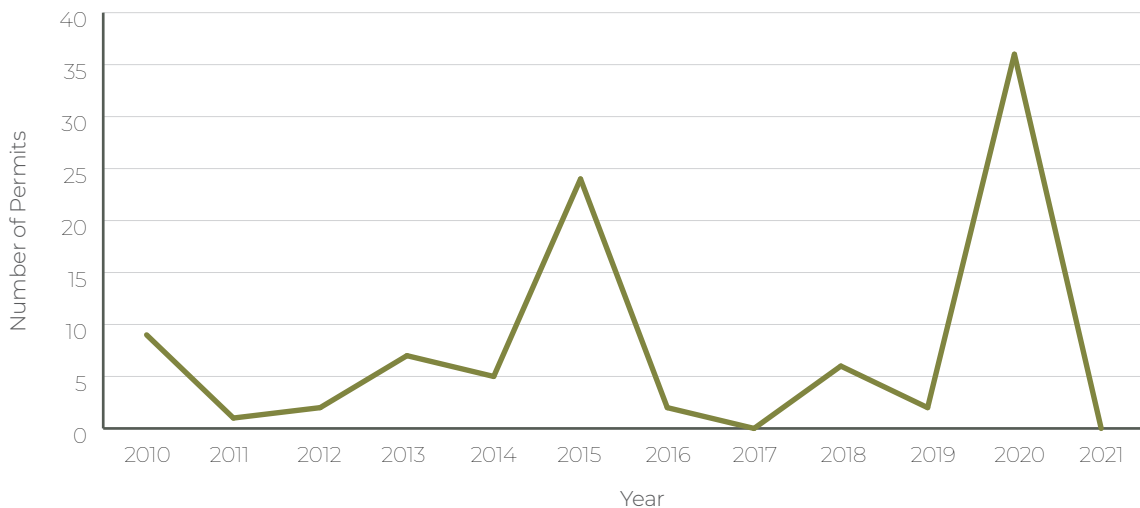


Figure 14: Tenino Residential Permit Activity (2010-2021)

Source: Thurston Regional Planning Council, 2022

Type, Size, and Age of Units

Tenino’s housing stock is comprised primarily of single-family homes, as shown in Figure 15, making up more than 78% of the total stock. A majority of the remaining 22% are mobile homes and apartment buildings with 10 or more units along with a smaller share of duplexes, triplexes, and quadplexes. This housing mix reflects the growth of the single-individual and family-oriented population as reflected in the Household Characteristics section on Page 4, and its demand on the housing market.

Figure 16, below, helps to describe the size of units within Tenino. This is an important consideration because unit size helps to assess how well the housing stock meets the needs of the community. In this case, a majority of the housing stock is comprised of units with 2 to 3 bedrooms. As discussed on Page 5, the average household size for Tenino is 2.53. Analysis of both of these numbers reflects that Tenino does not typically have an issue of overcrowding. Overcrowding is determined if an average household has more than one occupant per bedroom.

Units in Structure, Tenino (2021)

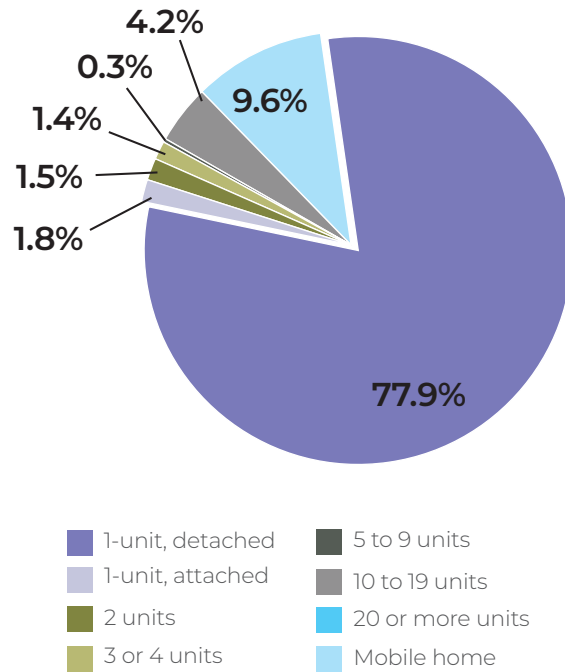


Figure 15: Units in Structure, Tenino (2021)
 Source: 2021 American Community Survey (ACS) 5-Year Estimates, Table DP04

Housing Units in Tenino by Number of Bedrooms (2021)

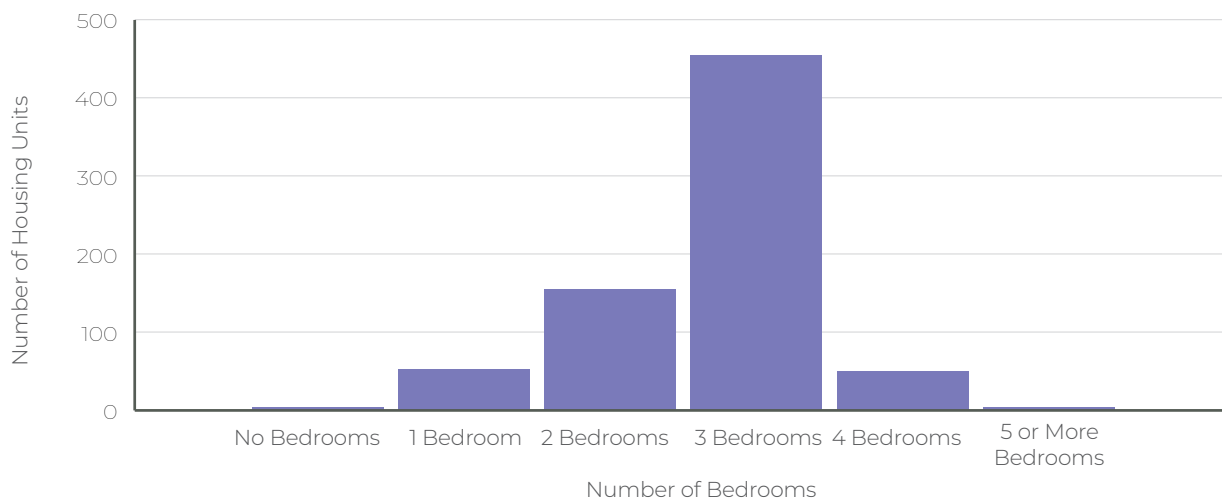


Figure 16: Housing Units in Tenino by Number of Bedrooms (2021)
 Source: 2020 American Community Survey (ACS) 5-Year Estimates, Table DP04

The housing in Tenino is largely considered historic (more than 50 years old) with a mix of more recently constructed homes, as shown in Figure 17. Just under 63% of the buildings in Tenino were built more than 50 years ago. While older buildings may contain lead paint and present ongoing maintenance problems, they can also provide a source of naturally occurring affordable housing units. The city’s housing stock has not developed in the same capacity as compared to the region, this is likely because Tenino has a preference to keep and revitalize historic structures rather than redevelop.

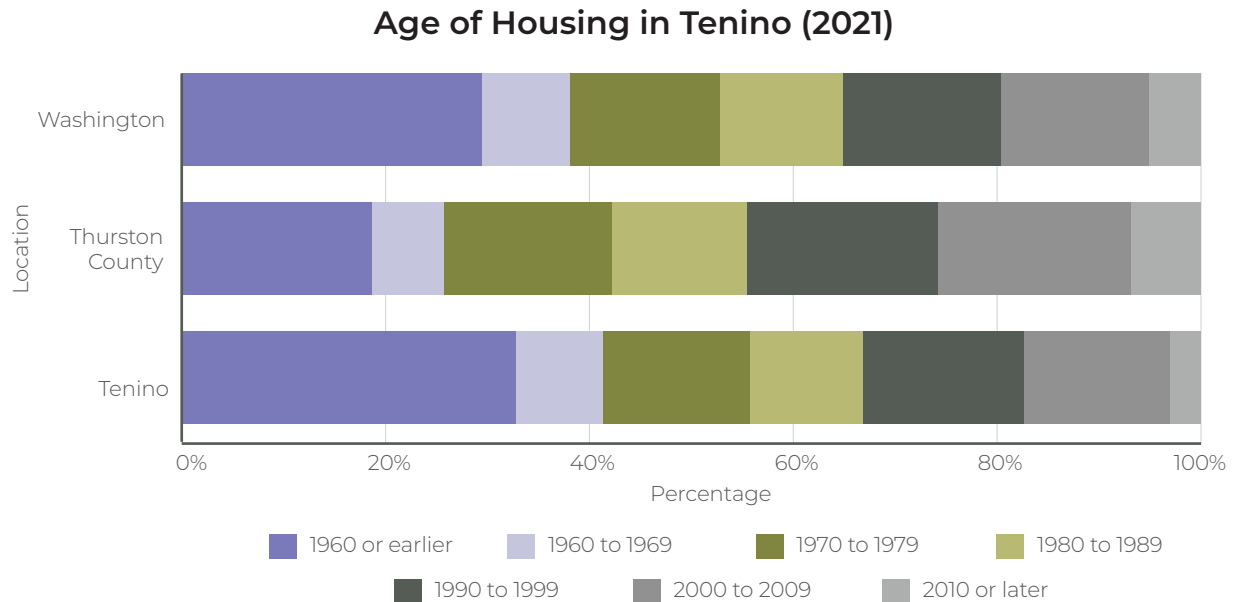


Figure 17: Age of Housing in Tenino (2021)
Source: 2021 American Community Survey (ACS) 5-Year Estimates, Table DP04

Housing Cost

Both rental and homebuying costs have increased in price over the past decade, and sales prices have increased particularly fast since the onset of the COVID-19 pandemic. Figure 18 shows Tenino’s median sales prices over the past decade. Overall, the trendline shows a steady increase in housing cost with a noticeable increase of sales in 2021. Zillow’s Home Value Index, which estimates the typical home value for a region, currently estimates the cost to purchase a home in Tenino at \$498,326 as of October 2022.



Median Sales Price vs Number of Sold Houses in Tenino (2012-2022)

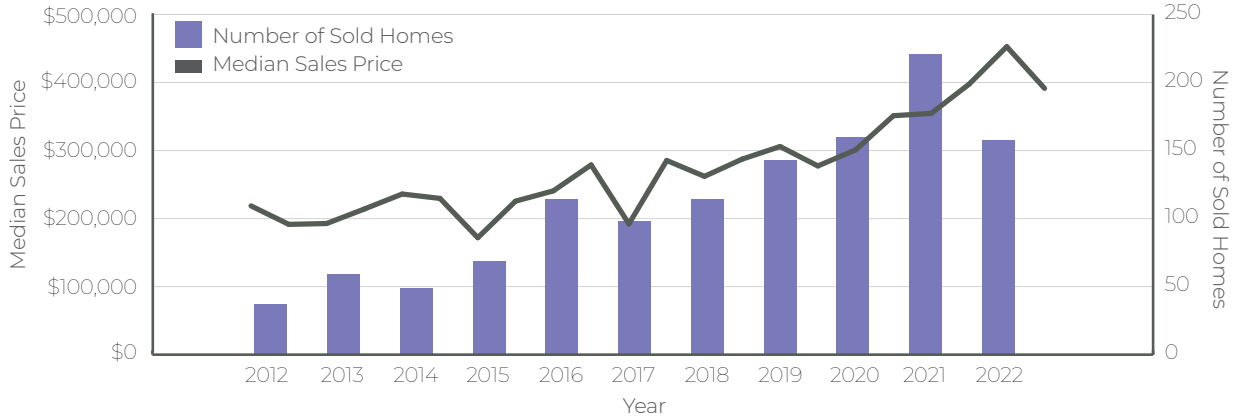


Figure 18: Median Sales Price vs Number of Sold Homes in Tenino (2012-2022)

Source: Thurston County Assessor’s Data, 2022 (through June 2022)

Rent cost is significantly more difficult to track, particularly for smaller geographies. Census data on rents is both delayed and self-reported and large real-estate websites do not track rent costs well for smaller communities. However, the Census data can provide a window into larger trends. In Tenino, rent costs are typically less than

those in Thurston County and have been increasing at a similar rate. Both County and City rent costs have not increased as quickly as they have Statewide, as shown in Figure 19. The 2021 ACS reports the Median Gross Rent in Tenino to be \$1,059, with an increase of 36% since 2010 however it is 23% less than Thurston County in the same year.

Inflation-Adjusted Median Gross Rent in Tenino with Regional Comparison (2010-2021)

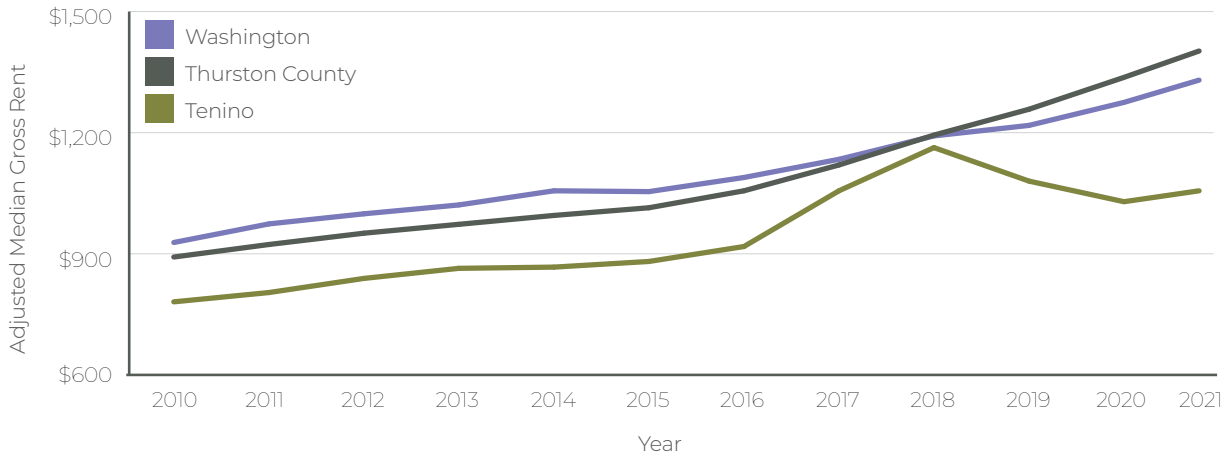


Figure 19: Inflation-Adjusted Median Gross Rent in Tenino with Regional Comparison (2010-2021)

Source: 2010–2021 American Community Survey (ACS) 5-Year Estimates, Table DP04

Comparing rent prices, home prices, and incomes can provide a window into housing affordability. Figure 20 takes 2014 as a baseline year and shows the change in each indicator over a 6-year period. Median household income is shown to fluctuate greatly, while median home values show a similar pattern but far more muted. Household income has greatly decreased, falling more than 15% between 2018 and 2021. As shown in Figure 8 (Page 7), median household income typically shows a greater fluctuation when there is a smaller number of data points within an entire set, which explains the exaggerated decline reflected in Figure 20, below. In 2017, Income and Home Values began to decline while the cost of rent increased – compounding the housing affordability difficulties in the community. These issues are also affecting communities across Thurston County, as demonstrated by the University of Washington Center

for Real Estate Research that shows the countywide Housing Affordability Index (HAI) falling since 2020. From 2020 to 2021, rent, home value, and household income saw a jump with increases across the board. These increases reflect the impacts of the Covid-19 pandemic and the work-from-home movement that found people searching for homes in more rural locations due to not having to commute. As most of these households had high-value jobs or careers, the intended residents started to compete to purchase homes as the number of homes available were far fewer than the households looking to purchase. This created momentum in the housing market, causing intended residents to compete in bidding wars to be able to purchase a home, increasing the purchase price and therefore the value of the home. When home values increase, rent also sees a similar change – but typically much more volatile.

Change in Rent, Home Value, and Income in Tenino (2014-2021)

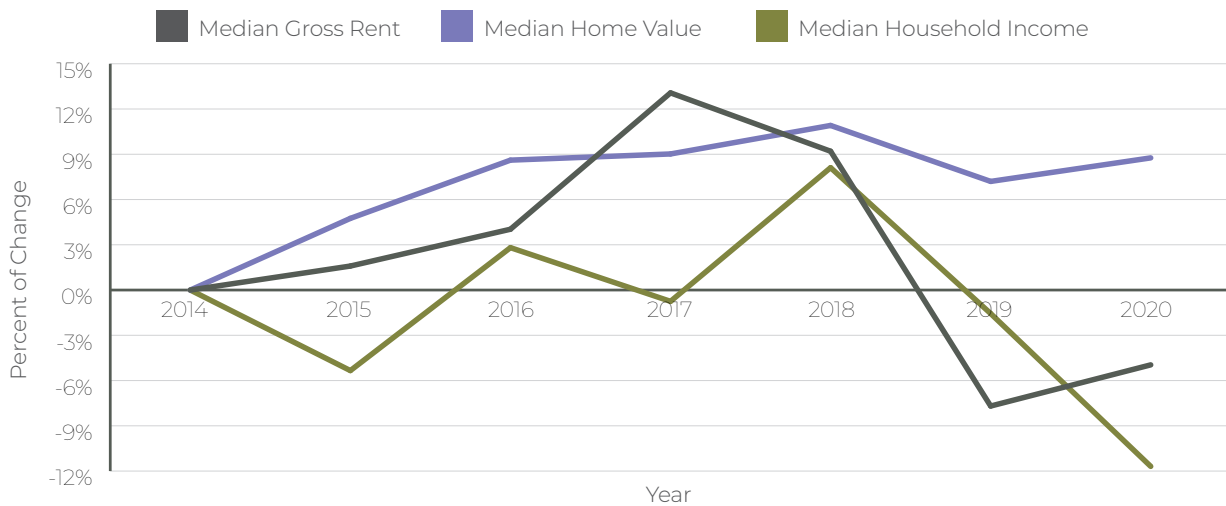


Figure 20: Change in Rent, Home Value, and Income in Tenino (2014-2021)

Source: 2014 - 2021 American Community Survey 5-Year Estimates, Tables S2503, DP04, Zillow

Special Housing Inventory

Special Housing Inventory includes Group Homes and Care Facilities, Income-Restricted Housing, and Senior Housing options. According to the 2021 Decennial Census there were no members of the population identified as residing in an institutionalized facility within the City of Tenino. Institutionalized facilities include Correctional or Healthcare facilities that can accommodate residents.

Income-Restricted & Senior Housing

Table 3 :Low Income Housing Availability in Tenino (2022)

Low Income Housing	Total Low-Income Units	Assistance Type
Sandstone Apartments Building B (298 Ritter St S)	30	Section 515
Sandstone Apartments Building A - Tenino Senior (118 McArthur St)	22	Senior & Disabled Persons, USDA Rental Assistance, Section 8

Source: HUD LIHTC Database, Affordable Housing Online

Income-restricted housing includes complexes and apartment communities that provide affordable housing options for low-income families, elderly, or developmentally delayed individuals. The reduction of cost to the renter is typically provided through subsidies paid to the complex or community by both local and federal government agencies.

The Sandstone apartments as mentioned in both Table 3 and 4, have two buildings that offer different types of assistance. Building B is an “affordable housing” option that follows requirements set by the HUDs Section 515 Rural Rental Housing

Loan program. According to the Housing Assistance Council (HAC), the Rural Rental Housing program facilitates mortgages made by USDA to provide affordable rental housing for very low-, low-, and moderate-income families, elderly persons, and persons with disabilities.

There are multiple types of senior housing, typically assessed at the different stages of care that a senior citizen may need. These types include senior living community (independent living), assisted living, memory care, and rehabilitation or skilled nursing.

Table 4: Senior Housing Types Available in Tenino (2022)

Senior Housing	Unit Types
Sandstone - Tenino Senior (Building A, 118 McArthur ST)	26 One-Bedroom
	4 Two-Bedroom

Source: Mercy Housing

Workforce Profile

Understanding workforce and employment trends is essential for housing planning. Tenino's economy, location, and housing shortage have negative impacts on its economic health. Understanding the relationship between the City's economy and housing challenges can provide better opportunities for economic development and access to jobs in the future.

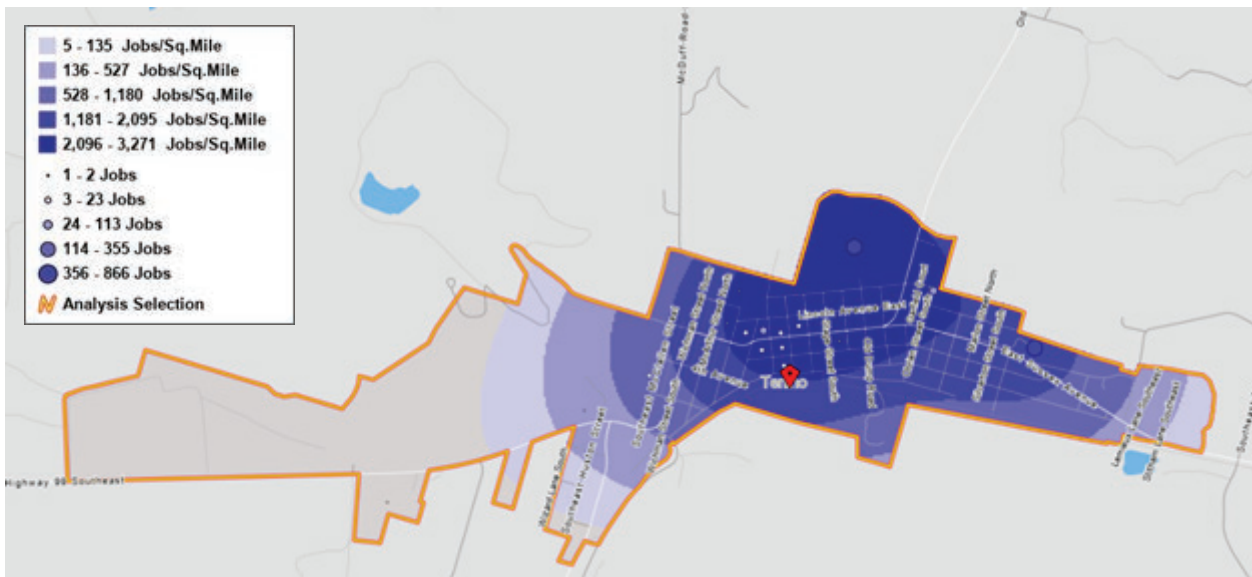


Figure 21: Job Density in Tenino (2019)

Source: Census OnTheMap

Job density is concentrated along the northeastern boundary of the city where the Elementary, Middle, and High Schools are located and the nearby commercial corridor, as shown in Figure 21. According to Census Data, the school district, retail, and food industries account for a large share of the jobs, as shown in Figure 22. As the population grows, the number of children in the area will grow and all three industries are expected to expand with the increased demand and educational needs. School Districts are dependent on taxes and levies for funding which will naturally see an increase with the growth of the population.



Top Industries in Tenino, 2019

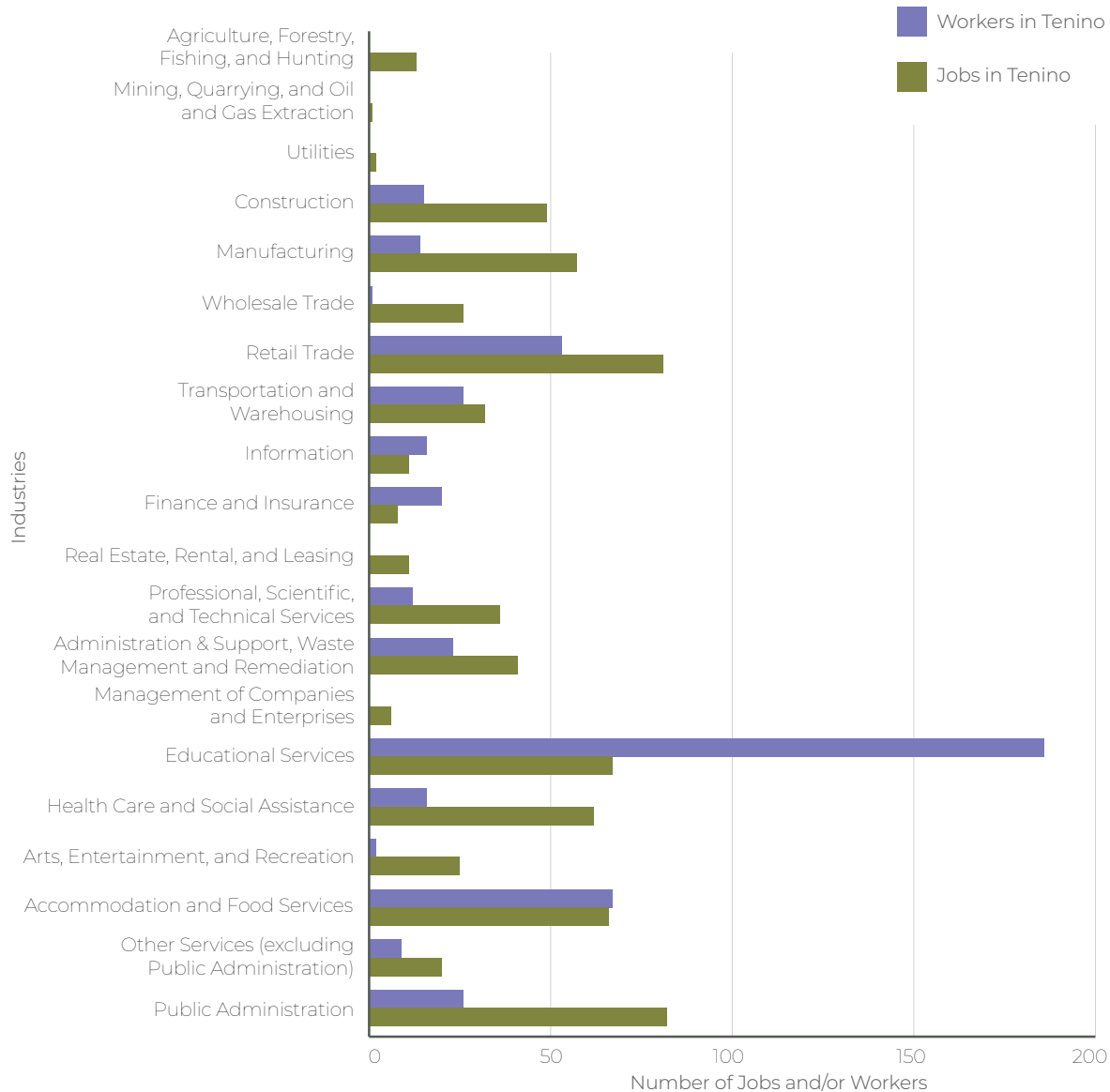


Figure 22: Top Industries in Tenino, 2019

Source: Census OnTheMap, 2020 American Community Survey 5-Year Estimates, Tables S2404

Employment Projections

According to the Washington State Employment Security Department (ESD), which provides regional employment projections, the Pacific Mountain workforce area (which encompasses Grays Harbor, Lewis, Mason, Pacific and Thurston Counties) will see annual growth of 2% between 2020 and 2025, which will taper to 1.64% annually by 2030. These projections are based on staffing patterns from occupational employment statistic surveys and converted to industry classifications based on industry control totals (ICT) definitions. Projections for the top industries in the City of Tenino are shown below in Table 5.

Table 5: Industry Growth Projections for Pacific Mountain Workforce Area (2022)		
Industry Title	Growth Projections	
	2020-2025	2025-2030
Construction	2.23%	1.68%
Retail Trade	1.55%	1.11%
Professional, Scientific, and Technical Services	3.13%	2.24%
Educational Services	2.62%	2.31%
Health Care and Social Assistance	2.10%	2.24%
Accommodation and Food Services	6.55%	1.59%

Source: 2022 Employment Security Department Industry Projections

Jobs in Tenino pay less than jobs in Thurston County as a whole, with 18% of jobs paying \$1,250 a month or less in the city compared to 17% in Thurston County, as shown in Table 6. Tenino residents who commute also tend to earn less than those who work in the city, and there are a significant number of residents and employees in Tenino earning less than \$3,333 per month, which increase the risk of being burdened by housing costs for sole earners, based on the rent estimates discussed earlier in this analysis.

Table 6 :Tenino and Thurston County Job Earnings (2019)			
Earnings	Jobs in Tenino	Jobs Worked by Tenino Residents	Jobs in Thurston County
\$1,250 per month or less	17.7%	28.2%	16.7%
\$1,251 to \$3,333 per month	35.2%	32.5%	28.3%
more than \$3,333 per month	47.1%	39.3%	55.0%

Source: Census OnTheMap

While the data from Table 6 and Figure 23 are from 2019, it is important to note that this is the most recent data available, and while not entirely accurate due to the age of that data – both the table and map provide valuable insight into the general tendencies with jobs, commuting, and pay for people who live and/or work in Tenino.

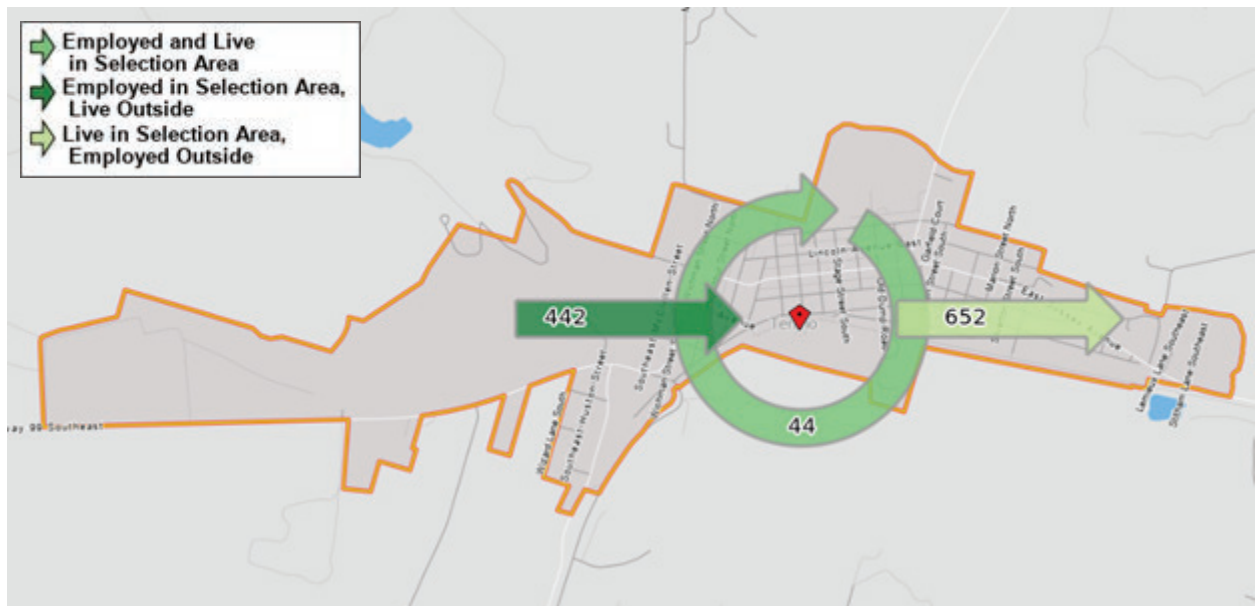


Figure 23: Commuting Patterns in Tenino (2019)

Source: Census OnTheMap

Tenino’s workforce faces long commute times and geographic challenges related to employment opportunities. The majority of residents in Tenino do not work in the City, and vice versa, as shown in Figure 23. According to community members interviewed by SCJ Alliance in the Fall of 2022, housing affordability is not the top concern for most residents as costs in Tenino tend to be less than other areas within Thurston County, but availability of affordable housing stock is a concern. This explains the high number of people who commute into, or out of the city, with a larger proportion commuting elsewhere.

Land Capacity Analysis

This section analyzes existing and potential capacity for housing production based on Tenino’s current zoning code and correlates the results with the number of housing units the City will need based on population and household forecasts. This section also discusses other opportunities and constraints to development, including availability of water, sewer, and other municipal services, environmental constraints, zoning, and other factors.

Zoning

Tenino’s zoning code contains four commercial and three residential districts, not including the West Tenino as shown in Figure 24, in light yellow. The City’s C-1 Commercial District covers historic downtown Tenino and is meant to “build on the historic and walkable nature of the area” (TMC 106.40.010). This model ensures that the downtown core stays vibrant and walkable with a variety of commercial offerings such as retail stores, service-oriented establishments, and apartments – with other residential uses allowed provided development occurs off ground level.

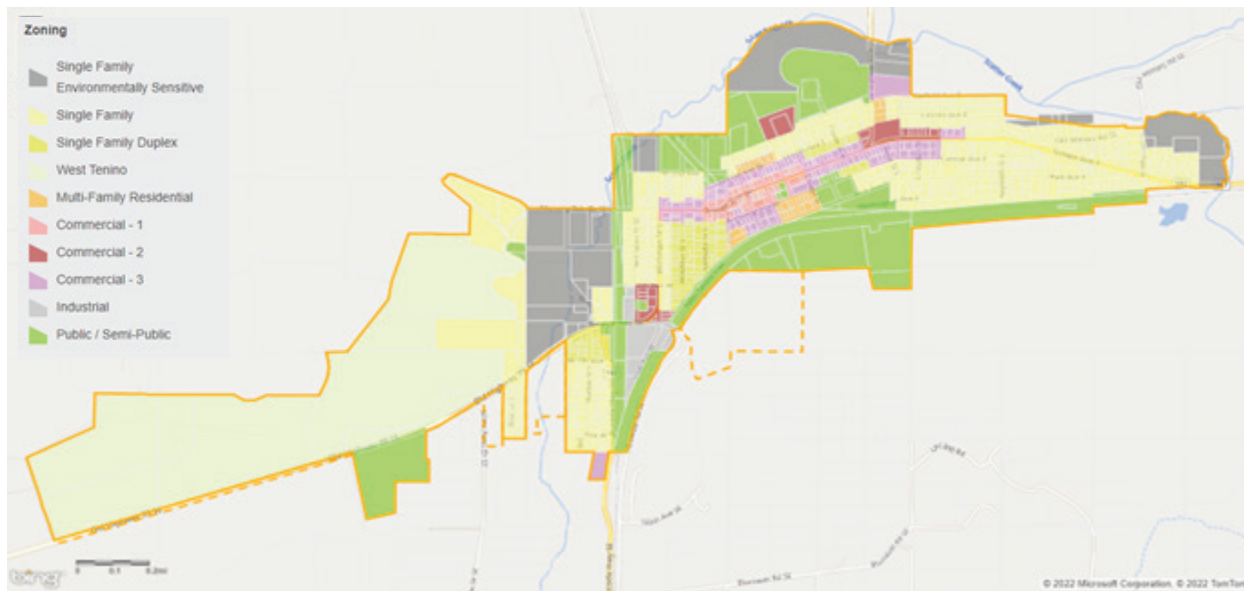


Figure 24: City of Tenino Zoning (2022)

Source: Esri, City of Tenino

The City of Tenino is 1,485 acres (2.32 square miles) not including the UGA, and a large portion of the land within city limits is designated West Tenino for master planned development proposals for residential units. While the land designated for the West Tenino is considered developable, the development would be slow as much of the encompassed area is home to the Mazama Pocket Gopher and therefore environmentally protected.

Table 7: Tenino Zoning Districts and Use Intent (2022)

Zoning District		Residential Use Allowance
Non-Residential		
C-1	Commercial 1	Some residential units allowed off ground level.
C-2	Commercial 2	Primarily commercial uses, with some residential units allowed off ground level.
C-3	Commercial 3	Mix of existing single-family uses, new and existing multifamily buildings, mixed use structures, and commercial uses.
I	Industrial	Commercial and Utilities activities and large-scale industrial. No residential units.
Residential		
SF-ES	Single Family Environmentally Sensitive	Larger lots to allow for environmental constraints. Lots are in proximity to critical areas.
SF	Single Family	Single-family residential units. Low-density residential area.
SFD	Single Family/Duplex	Single-family and Duplex units. Low-density residential area.
MF	Multi-Family Residential	Small-lot detached dwellings and attached structures such as apartments, condominiums, and townhouses. The mix can take form on a single site or mixed within a general area.
Special Purpose		
P/SP	Public/Semi-Public	No residential units.
WT	West Tenino	Intent is to allow for the land to be developed in a planned and structured capacity through the adoption of a master plan unless otherwise applicable.

Source: City of Tenino

Table 7 identifies the residential use allowances allowed by current zoning regulations within the City per zoning district. Controlling residential use allowances is similar to requirements of density in residential areas helps to control the type of housing and therefore supply. Not all types of housing are similar; typically, higher density equals lower housing cost. This is a general rule for the housing market, but not always accurate as

there are also different styles such as luxury apartments, which have larger living areas and square footage, or low-income housing that are packed as dense as the property and municipal code will allow. Low-income housing developers typically apply for the Low-Income Housing Tax Credit (LIHTC) through the Department of Housing and Urban Development (HUD) or other applicable tax credit or loan programs

Vacant and Underutilized Land

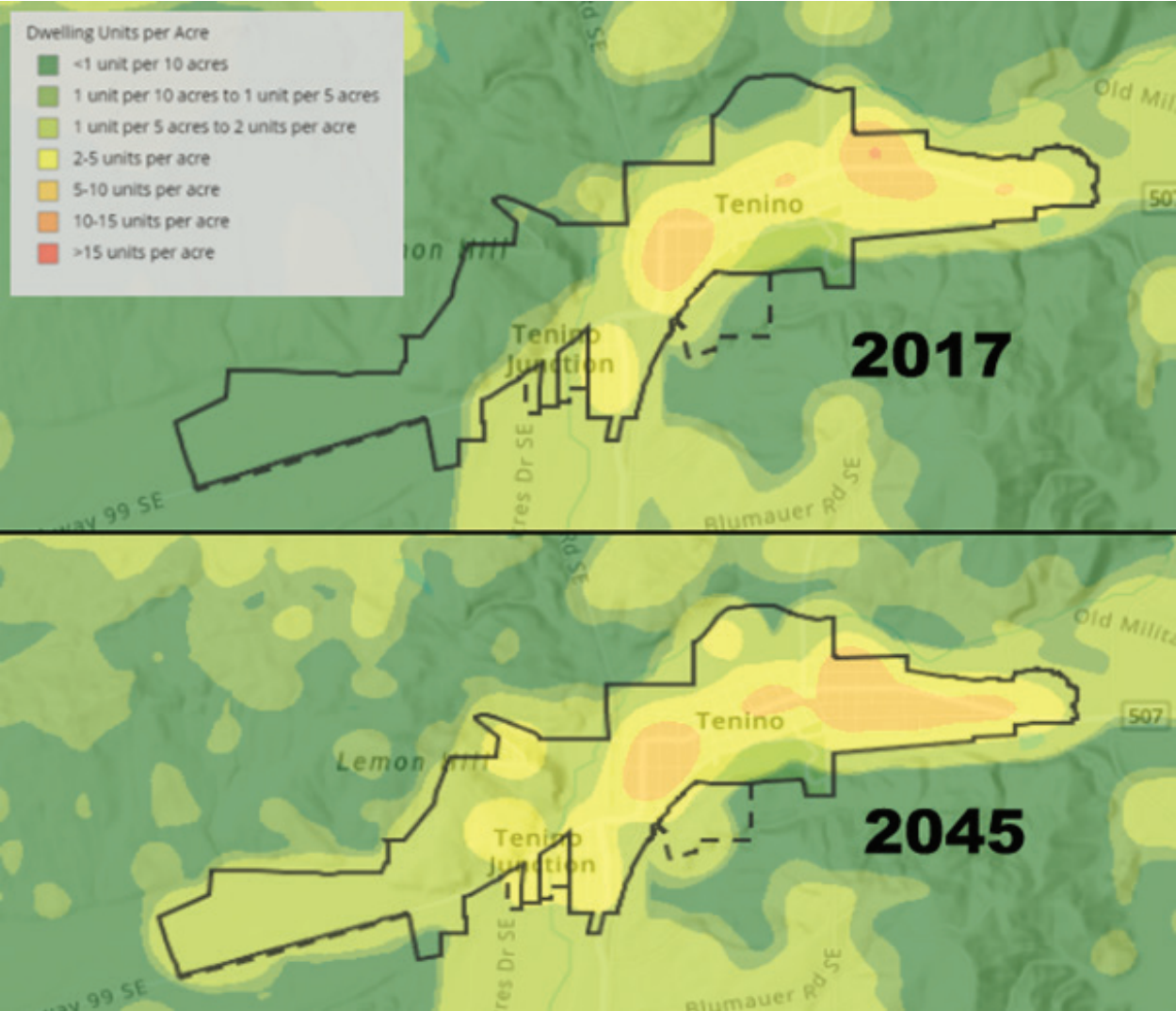


Figure 25: Comparison of 2017 vs Projected 2045 Residential Density in Tenino (2017)
 Source: Thurston Regional Planning Council, Thurston County Housing Density

The Thurston Regional Planning Council provides insight into future density areas, or areas where there will be a higher density of people living in the future. Figure 25 shows the Residential Density projected for 2045, where the density is mainly still in the eastern portion of the city where the R-1 and R-2 districts are and some increased density throughout West Tenino.

The above mapping does not take into consideration some environmental constraints on development including shoreline jurisdiction and Mazama Pocket Gopher Habitat. Residential capacity expansion is projected, but not likely in the most western portion of Tenino due to Mazama Pocket Gopher Habitat, further discussed in the Environmental Constraints section, below.

Environmental Constraints

While the recreational opportunities within and surrounding Tenino are plentiful, this also means that there are constraints to development that must be taken into account. Environmental regulations are codified under the city’s Shoreline Master Program (Title 109), Critical Areas Ordinance (Title 112), the State Environmental Policy Act (Title 110) and Floodplain Management standards (Chapter 5.24).

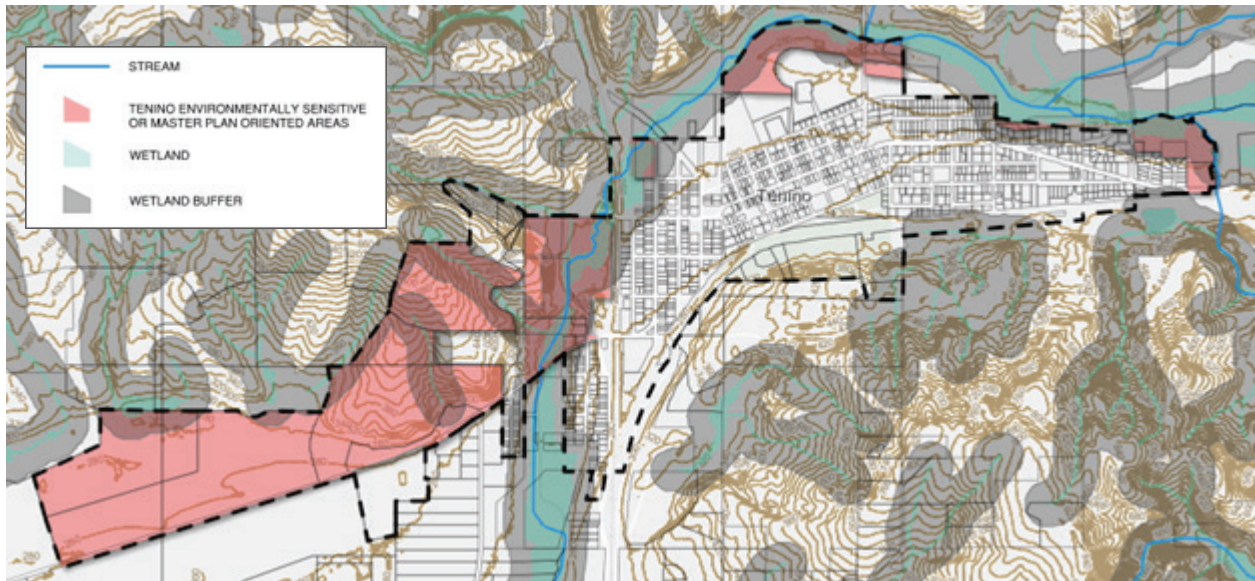


Figure 26: Environmentally Constrained Areas in Tenino (2022)

Source: Thurston GeoData, ESRI, City of Tenino, SCJ Alliance

Critical Areas

Tenino defines a critical area to include frequently flood areas, wetlands, fish and wildlife habitats and geologically hazardous areas. These areas can also overlap with Shoreline jurisdiction, as outlined in the next section.

Development within a critical area or its buffer requires an environmental review, including a critical area report to evaluate the proposal and all probable impacts to the critical area(s).

Shoreline Jurisdiction

Proposed development within shoreline jurisdiction (those lands which extend landward two hundred (200) feet as measured on a horizontal plane from the ordinary high-water mark (OHWM)) are regulated by the Shoreline Master Program, and Critical Areas Ordinance. The city has worked with the Washington State Department of Ecology to develop these regulations and ensure no net loss of ecological functions.

Scatter Creek, a protected shoreline runs along the northeast border and down through the middle of the city. The creek's shoreline designation is "Conservancy" and is defined as a Type S stream, which has a minimum environmental buffer of 150 feet landward from the OHWM. No development or alteration of the habitat or land is permitted without prior approval through the shoreline permit processes. However, uses aligned with single-family residences and their development are permitted, but may require a Substantial Development Permit or statement of exemption

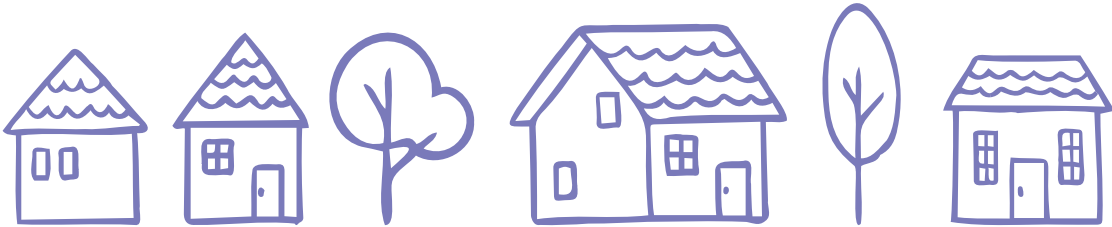
approval. These permits and processes add increased costs to development while.

As reflected in Figure 27, streams within the area, especially larger streams such as Scatter Creek present a flood hazard. Proposed residential development within flood hazard areas are required to build one to three feet above "Base Flood Elevation" and follow floodplain management regulations in Tenino's Critical Areas Ordinance and Floodplain Management standards and which can increase the cost of development.



Figure 27: Water-based Environmental Constraints

Source: Thurston GeoData, ESRI, City of Tenino, SCJ Alliance



Mazama Pocket Gopher

Much of West Tenino remains undeveloped due to high levels of Mazama Pocket Gopher activity and habitat. According to the U.S. Department of Fish and Wildlife, the name Mazama Pocket Gopher encompasses four subspecies that are only found in Thurston and south Pierce County, Washington. All four subspecies have been listed as threatened under the Endangered Species Act since April 2014. Their primary threat is degradation and loss of their habitat due to conversion of prairie land to agriculture, commercial and residential development.

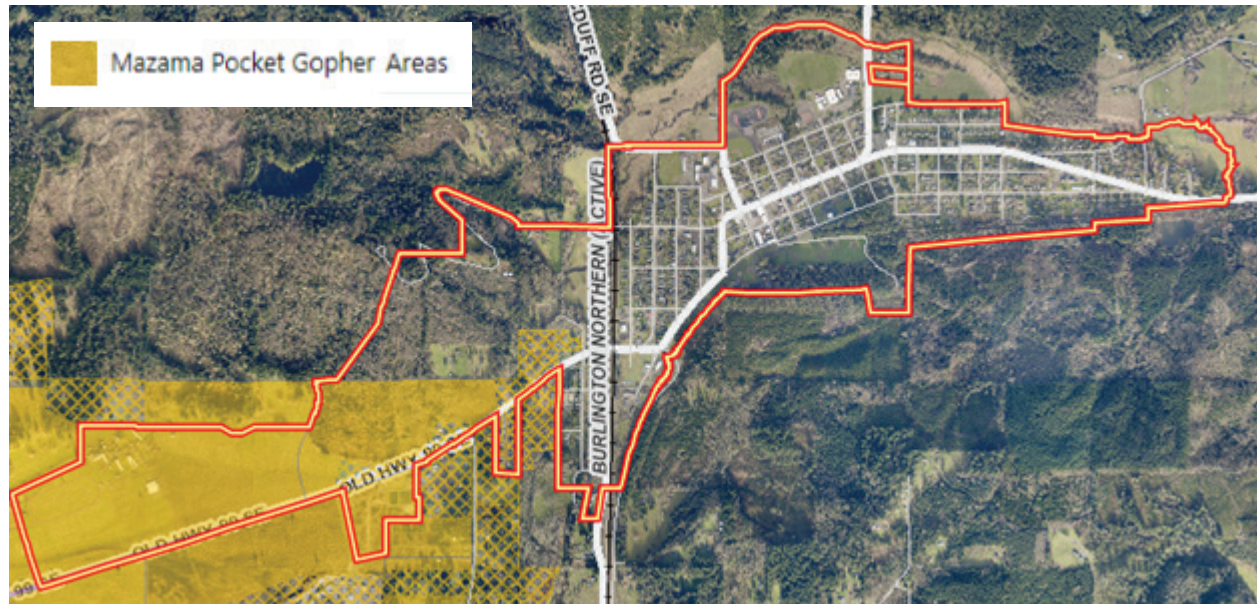


Figure 28: Mazama Pocket Gopher Areas

Source: Thurston GeoData, ESRI, City of Tenino, SCJ Alliance

Gap Analysis

This section identifies specific gaps following from the demographic, service member, and housing data discussed above. These gaps identify segments of the population with particular housing needs and important issues and trends which may emerge in coming years and should be used to formulate policy considerations to close these gaps.

Quantity of Housing Units to Income Levels

As discussed above, the housing market is typically thought of as two pieces: the rental market and the sales market. While there is overlap in household income levels between these two markets, typically there is a higher demand for affordable rental units and lower prices. This same idea is reflected in the data in Figure 29, below, where households making less than \$35,000 in annual income have a higher burden of cost due to lack of available affordable housing choices. Data like that shown below, helps to better understand where the City’s housing supply needs a boost. In this case, the gap would best benefit from an increase of subsidized housing or rental assistance programs.

Renter Households and Affordable Rental Units by Income in Tenino (2021)

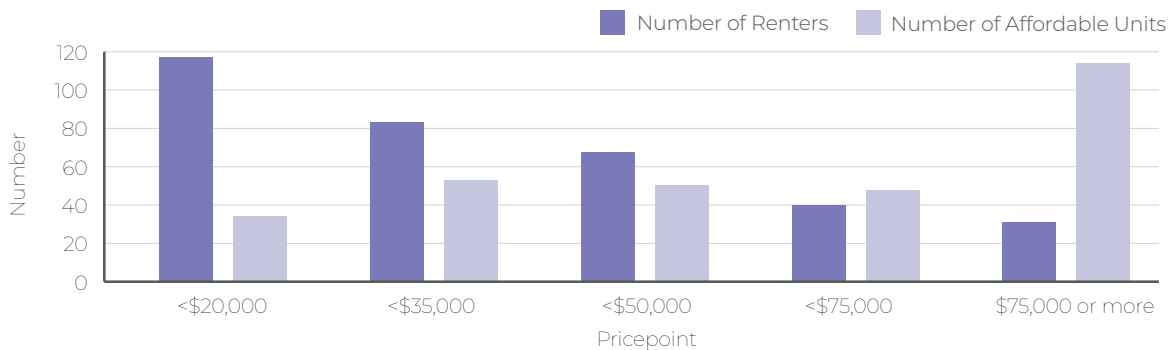


Figure 29: Renter Households and Affordable Rental Units by Income in Tenino (2021)

Source: 2021 American Community Survey 5-Year Estimates, Tables S2503



Owner Households and Affordable Housing Units in Tenino (2021)

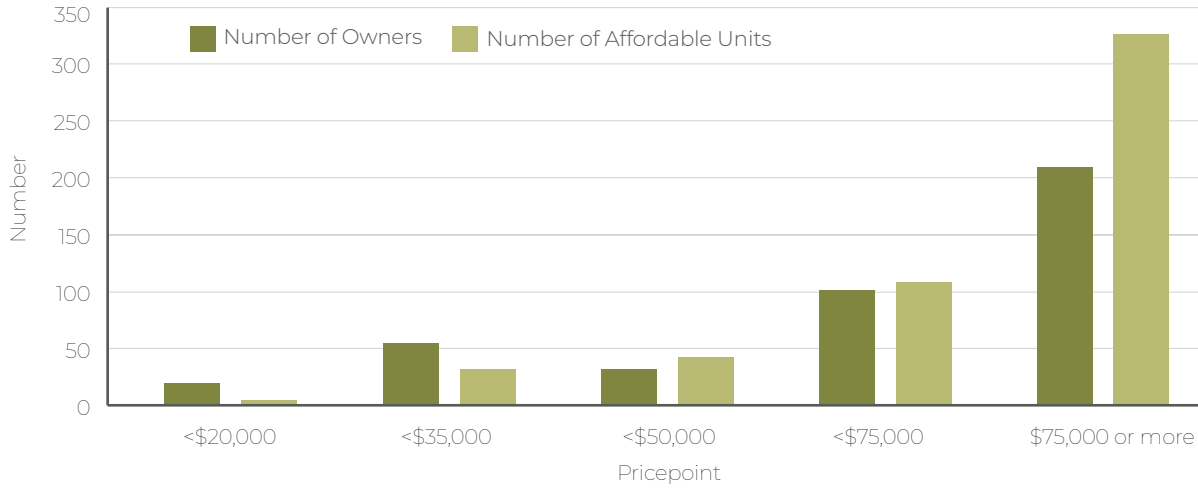


Figure 30: Owner Households and Affordable Housing Units in Tenino (2021)

Source: 2021 American Community Survey 5-Year Estimates, Tables S2503, B25106

Housing Units Needed to Accommodate Projected Population

Thurston County and the City of Tenino expect a population growth to 2,790 residents within city limits by 2045, as discussed in the Historic and Future Populations section on Page 2. Using this projection, and ACS population data from 2021, the projection would account for an additional 832 residents over the course of twenty-four years. This projection can be used to estimate the number of housing units that will be needed in Tenino by 2045, as shown below.

Table 8: Estimated New Housing Units Required in Tenino (2021, 2045)		
	2021 Estimates	2045 Projection
Population	1,870	2,790
People Per Household	2.53	2.53
Households	725	1068
(5% Vacancy Rate)		53
Total Housing Units	772	1,168
New Housing Units Required		396

Source: Washington Office of Financial Management (OFM), 2021 American Community Survey 5-Year Estimates Table DP04 and S1101, Thurston Regional Planning Council

Table 9 presents a breakdown of projected housing units for 2030, 2040, and 2045. The calculations are based off the 2021 ACS listed household size and percentage of occupied housing units by income, with an added 5% to account for the standard vacancy rate. The table uses the projected population to break down the total housing units using the same method as Table 8, then assumes a 5% vacancy rate to obtain the projected occupied housing units and further breaks down the occupied housing units by 2021 percentage of housing units by income.

Table 9: Estimated Housing Units Required in Tenino by Income (2030-2045)					
		2021	2030	2040	2045
% of Area Median Income	Total Housing Units	772	1,001	1,082	1,091
	Occupied Housing Units	725	953	1,029	1,038
Less than 19%	Less than \$20,000	18.30%	174	188	190
19% to 34%	\$20,000 to \$34,999	14.10%	134	145	146
34% to 48%	\$35,000 to \$49,999	10.90%	104	112	113
48% to 72%	\$50,000 to \$74,999	21.50%	205	221	223
72% or more	\$75,000 or more	33.80%	322	348	351
0%	Zero or negative income	1.40%	13	14	15

Source: 2021 American Community Survey 5-Year Estimates Table S2503, Thurston Regional Planning Council

Another way of breaking down the housing unit projections is by type of structure. Table 10 represents the projections of housing unit needs if the City chose to keep the statistical proportions of 2021. Just over 65% of the City’s housing units were 1-unit, detached (also known as Single Family residences (SFR)). If the same ratio is applied to growth by 2045, there would be a projected need of 712 SFRs by 2045 (an additional 208 units). The City’s current zoning requirements use lot size area minimums and regulate residential density by site area and availability of utilities (such as sewer and water).



Table 10: Estimated Housing Units Required in Tenino by Type (2030-2045)

Units in Structure	2021		2030	2040	2045
Total Housing Units	772	%	1002	1082	1091
1-unit, detached	504	65.3%	654	707	712
1-unit, attached	5	0.6%	6	6	7
2 units	68	8.8%	88	95	96
3 or 4 units	11	1.4%	14	15	15
5 to 9 units	3	0.4%	4	4	4
10 to 19 units	108	14.0%	140	151	153
20 or more units	0	0.0%	0	0	0
Mobile home	70	9.1%	91	98	99
Boat, RV, van, etc.	3	0.4%	4	4	4

Source: 2021 American Community Survey 5-Year Estimates Table DP04

This analysis does not consider other potential changes in the housing stock, particularly loss of housing stock due to age or poor condition, which could increase the number of new units required. The City’s average permit intake for housing units has fluctuated greatly over the last decade due to fluctuating need for multi-family structures. Though in recent years (aside from 2020, due to the onset of the COVID-19 pandemic) the overall number of permits has increased, the city will still likely see fluctuation based on demand from the increased population.

Conclusion

While Tenino is projected to grow in population, the environmental constraints on the City make expansion of city limits and development of residential housing difficult. Review of the housing prices, values, and stock show that Tenino residents face a housing availability issue more than that of affordability. This is not to say that affordable housing is not necessary but rather Tenino residents statistically make less than regional comparisons when looking at Median Household Income. There is also limited or no availability of low-income, senior housing, or nursing homes located within the city.

Growth projections from Thurston County show that residential density will increase along Sussex Ave E, with hot spots along Morning Side Dr SE and along the north side of Old Hwy 99, west of Bucoda Hwy. Reevaluating current zoning designations and density allowances, especially in the areas referenced above would help to increase density and allow for development or redevelopment of parcels in these areas. Remodel and/or demolition of older structures or underutilized parcels will be important to review as development within the West Tenino area would be difficult due to the Mazama Pocket Gopher habitat. Density is projected to increase to the south where the City has seen some annexations and new subdivisions, this will likely continue.

Appendix B: Housing Framework Review

Housing Policy Review

Policy Evaluation Criteria

This evaluation takes into consideration the findings of the Housing Needs Assessment including anticipated growth, permit issuance trends, and identified gaps concerning the city’s Comprehensive Plan policy implementation. The review considers the following evaluation criteria in terms of success in achieving housing unit needs as well as the achievement status of each goal and policy referenced:

Connection to the HNA or HAP Objectives		Achievement of Goals, Policies, and Actions	
C	Continuing need for the goal/policy to meet identified gaps in the HNA or HAP objectives	E	Early or not yet initiated
A	Amend to address HNA gaps	M	Moderate progress
N	Not directly related to housing needs or objectives	C	Completed

Table B1. Tenino Comprehensive Plan 2016–2036				
Goal, Policy, or Action Number	Adopted Housing Element Goals, Policies, and Actions	Status	Connection to the HNA or HAP	Achievement of Goals, Policies, and Actions
LAND USE				
Goal LU 1. Build excellent neighborhoods throughout Tenino (Great Neighborhoods)				
LU 1.1	Ensure that new residential and commercial developments include features such as trails, sidewalks, well-connected streets, and street trees.	New proposed subdivision applications require improvements such as trails, sidewalks, well-connected streets, and street trees. Developments for residential structures in single-family residential zones do not have required design standards.	N	M

Table B1. Tenino Comprehensive Plan 2016-2036				
Goal, Policy, or Action Number	Adopted Housing Element Goals, Policies, and Actions	Status	Connection to the HNA or HAP	Achievement of Goals, Policies, and Actions
Evaluation: The City has maintained and updated their zoning code to ensure that single-family residences on existing lots are minimally impacted by development requirements.				
LU 1.2	Require new developments to submit plans for streets, landscaping, stormwater, and pedestrian enhancement.	Non-SFR developments are required to submit plans for improvements.	N	M
Evaluation: The City has ensured new developments assist in expanding infrastructure while minimizing impact to SFR developments.				
Goal LU 2. The addition of housing units within residential neighborhoods does not detract from the character of existing single-family development. (Great Neighborhoods)				
LU 2.1	Identify methods to respectfully include new housing units within existing single-family residential neighborhoods	Current zones limit development by dwelling unit type, decreasing variety of housing types and densities permitted.	A	E
Evaluation: Update the zoning code to allow more diverse housing types and densities.				
LU 2.2	Consider changes to the zoning code to allow housing types that are similar to existing precedents found within the community such as bungalow courts, cottage house, accessory dwelling units, and small multifamily structures	Most residential zones allow for accessory dwelling units, but not different dwelling types such as bungalow courts, cottage house, and small multi-family structures. The SFD zone allows for duplexes but not triplexes, quadplexes, or small apartment buildings. The MF zone allows for duplexes, and attached single family units including townhomes, condos, tri/quadplexes and apartments.	C	M
Evaluation: Update zoning code to permit housing diversity.				
Goal LU 3. New residential development contains a mix of housing types that are constructed at urban densities. (Great Neighborhoods)				
LU 3.0	New residential development contains a mix of housing types that are constructed at urban densities	<i>No policies listed</i> Types of housing is limited in all residential zones. Density overlay shows urban densities are aligned with Single Family and Single-Family Duplex zones.	C	E
Evaluation: Update zoning map to better align zones with urban density areas.				

Table B1. Tenino Comprehensive Plan 2016-2036				
Goal, Policy, or Action Number	Adopted Housing Element Goals, Policies, and Actions	Status	Connection to the HNA or HAP	Achievement of Goals, Policies, and Actions
Goal LU 4. The boundaries of the Tenino UGA are modified to account for the loss of dwelling units planned for in West Tenino due to the federal listing of the Mazama pocket gopher. (Great Neighborhoods)				
LU 4.1	Work with Thurston Regional Planning Council and Thurston County to address proposed changes to the UGA.	The UGA boundary was reviewed in 2016 where potential changes to the UGA were reviewed.	C	E
Evaluation: Update the city’s maps and regulations to change the UGA boundaries.				
Goal LU 9. New multifamily and attached housing units are constructed near downtown and add vitality to the historic district. (Vital Historic Business District and Nonresidential Development)				
LU 9.1	Ensure that sufficient lands are zoned to accommodate additional housing units near the downtown, and the zoning code does not unnecessarily limit the development of the multifamily or attached housing types.	Current zoning shows multifamily zoning designated near commercial and historic downtown corridor. Multifamily zoning is limited past downtown area.	C	E
Evaluation: Update zoning map to better align zones with urban density areas.				
LU 9.2	Encourage landowners and developers to consider the construction of multifamily housing or options such as townhomes near downtown.	Multifamily zoning surrounds the current downtown and historic district.	C	M
Evaluation: Continuous need for evaluating multifamily zone and regulations to encourage higher density infill development.				
LU 9.3	Ensure that multifamily housing projects located in high-priority areas for pedestrian activity are sited such that the building is located near the street and the parking is situated behind the structure.	Pedestrian-Oriented Site Design is required under Table 108.30.140-1: Applicable Design Standards for Each Zone and Action, in C2, C3. MF and I zones for all new structures and major or minor remodels if expanding the footprint.	C	C
Evaluation: No action necessary.				
Goal LU 10. West Tenino is developed in a manner consistent with the community’s vision for the area.				

Table B1. Tenino Comprehensive Plan 2016–2036				
Goal, Policy, or Action Number	Adopted Housing Element Goals, Policies, and Actions	Status	Connection to the HNA or HAP	Achievement of Goals, Policies, and Actions
LU 10.1	Ensure that any master plan for west Tenino adequately addresses utilities, transportation infrastructure, land use, and park and open space features.	Development of West Tenino is a challenge as the area is known for active Mazama Pocket Gopher habitation.	A	E
Evaluation: Re-assess development potential of West Tenino.				
LU 10.2	Review future master plan(s) in accordance with the intent of the future land use designation and the standards of the Tenino Municipal Code.	Development of West Tenino is a challenge as the area is known for active Mazama Pocket Gopher habitation.	A	E
Evaluation: Re-assess development potential of West Tenino.				
HOUSING ELEMENT				
Goal HS 1. Maximize opportunity to redevelop land in priority areas by investing in infrastructure and environmental remediation.				
HS 1.1	Ensure that an adequate supply of land is zoned for a variety of housing types and budgets by periodically inventorying existing conditions and reviewing and amending the Comprehensive Plan and zoning code.	Current zones limit development by dwelling unit type, decreasing variety of housing types and densities permitted.	C	E
Evaluation: Re-assess zoning and vision to ensure variety of housing types and budgets available				
HS 1.2	Encourage new larger residential developments to include a mix of housing types.	Current zones limit development by dwelling unit type, decreasing variety of housing types and densities permitted.	C	E
Evaluation: Assess current subdivision regulations to encourage mix of housing types.				
HS 1.3	Ensure that zoning requirements do not hinder new developments intended for elderly residents or individuals subject to the Fair Housing Act.	Current zoning requirements do not hinder new developments subject to the Fair Housing Act, however they do not actively encourage developments for elderly residents or individuals subject to the FHA in all zones.	C	M

Table B1. Tenino Comprehensive Plan 2016–2036

Goal, Policy, or Action Number	Adopted Housing Element Goals, Policies, and Actions	Status	Connection to the HNA or HAP	Achievement of Goals, Policies, and Actions
<p>Evaluation: Review residential use language in zoning regulations to encourage developments for elderly residents or individuals subject to the Fair Housing Act.</p>				
HS 1.4	Monitor state laws regarding housing and ensure these laws are addressed in local regulations.	Continuing need for monitoring of state laws and updating local regulations for compliance.	C	M
<p>Evaluation: The city has done well in periodically reviewing state regulations and remaining in compliance.</p>				
HS 1.5	Ensure that manufactured housing constructed on an individual lot continues to be regulated similar to a site-built home.	Manufactured housing is regulated the same as a site-built home on an individual lot.	C	C
<p>Evaluation: The city has met this goal as it does not regulate manufactured homes on individual lots differently than site-built homes on individual lots.</p>				
HS 1.6	Cooperate with public and private housing agencies to promote a fair and equitable distribution of housing for all income groups throughout the region.	Continuous effort to engage with local housing agencies.	C	M
<p>Evaluation: Continue encouraging and cooperating with local housing agencies.</p>				
<p>Goal HS 2. The structural and aesthetic integrity of the existing housing stock is preserved and enhanced</p>				
HS 2.1	Actively review building permits for home remodels and enforce life safety requirements of the City’s regulations throughout Yelm, its UGA, and adjacent areas of Thurston County.	The City regulates all building permit applications for parcels within City jurisdiction/boundaries.	C	M
<p>Evaluation: Continue reviewing building permits for home remodels and enforcing life safety requirements within City jurisdiction.</p>				
HS 2.2	Participate in federal, state, and regional rehabilitation programs and actively pursue Community Development Block Grant (CDBG) monies and other funding sources to rehabilitate the existing housing stock.	Continuous effort to participate and engage with rehabilitation programs. 2019 CDBG grant received by City for renovation of the Quarry House.	C	E

Table B1. Tenino Comprehensive Plan 2016-2036				
Goal, Policy, or Action Number	Adopted Housing Element Goals, Policies, and Actions	Status	Connection to the HNA or HAP	Achievement of Goals, Policies, and Actions
Evaluation: Continue to review for CDBG grant application and project opportunities for rehabilitation of local structures.				
HS 2.3	Maintain information about and connections to housing agencies and services to assist property owners and renters in the rehabilitation of the existing housing stock.	Continuous need to ensure public knowledge/education of maintenance assistance programs.	C	E
Evaluation: N/A.				
Goal HS 3. Provide sufficient housing for low- and moderate-income households within each jurisdiction.				
HS 3.1	Promote adequate maintenance of the existing housing stock as a means of preserving more affordable housing options for individuals and families	Continuous need to ensure public knowledge/education of maintenance assistance programs. City established façade improvement grant in 2018.	C	E
Evaluation: Evaluate current public education efforts for maintenance assistance programs.				
HS 3.2	Promote innovative housing types that may reduce the cost of housing, such as smaller-scale multifamily homes, small-lot housing, and accessory dwelling units	Attached single-family units (see definition) are only permitted in Multifamily zoning districts, which makes up the smallest percentage of zoning in the City.	C	E
Evaluation: Re-assess zoning and vision to ensure variety of housing types and budgets available.				
HS 3.3	Encourage public, private, and nonprofit associations and joint public/private partnerships to build low- to moderate- income housing.	The city is open to associations and joint public-private partnerships to build low to moderate-income housing.	C	M
Evaluation: Continuous need for the City to support.				
HS 3.4	Evaluate local development standards and regulations for their effects on housing costs, and modify development regulations that unnecessarily add to the price of homes.	This effort is needed and can be conducted during periodic update to Comprehensive Plan.	C	E
Evaluation: Make sure periodic update to Comprehensive Plan includes regulatory analysis				

Table B1. Tenino Comprehensive Plan 2016–2036

Goal, Policy, or Action Number	Adopted Housing Element Goals, Policies, and Actions	Status	Connection to the HNA or HAP	Achievement of Goals, Policies, and Actions
HS 3.5	Facilitate home ownership by low and moderate-income families through federal, state and local programs.	The city operates a resource page for Affordable Housing options within the City of Tenino limits.	C	M
Evaluation: City should continue to facilitate home ownership for low- and moderate-income families.				
Goal HS 4. Indirect costs associated with living in Tenino are minimized				
HS 4.2	Find ways to reduce sewer rates whenever possible without jeopardizing the maintenance and operation of the wastewater treatment system	Continuous effort by City staff.	N	E
Evaluation: Continuing review of sewer rate reduction options.				
CAPITAL FACILITIES ELEMENT				
Goal CF 1. Expansion and location of public facilities are coordinated and timed to meet present and future demand.				
CF 1.2	Require new development to assume the costs of providing onsite public facilities and services such as road improvements, sidewalks, street lights, connection to water mains, and connection to sewer mains.	New multi-family developments and subdivisions within the City are required to make improvements to city services and roads, if necessary, when development occurs.	C	C
Evaluation: Continue to ensure development assumes costs where applicable to ensure public facilities and services are provided for.				
CF 1.3	Allow new development only when and where all public facilities are adequate and does not reduce the level of service elsewhere.	New development must either assume costs and/or develop where existing public facilities are located and ensure adequacy prior to development occurring.	C	M
Evaluation: Continue to ensure that development occurs when and where public facilities and level of service are adequate.				
CF 1.4	Guarantee new development within Tenino’s urban growth area builds water and other public facility systems to City standards to ensure efficient transition to City public facilities in the future.	Thurston County regulates the UGA and development within. City staff will need to work with Thurston County or create joint plan for regulating the UGA.	A	E

Table B1. Tenino Comprehensive Plan 2016-2036				
Goal, Policy, or Action Number	Adopted Housing Element Goals, Policies, and Actions	Status	Connection to the HNA or HAP	Achievement of Goals, Policies, and Actions
Evaluation: Discuss working opportunities with Thurston County				
Goal CF 3. The Capital Facilities Plan is consistent with other chapters of the Comprehensive Plan and coordinates with other jurisdictions.				
CF 3.1	Update the Capital Improvement Program at least every six years.	City completed 2020 Capital Improvement Plan in 2019.	N	C
Evaluation: City has completed an update to the Capital Improvement Program at least every six years				
CF 3.2	Review the Capital Facilities Plan whenever changes are made to other chapters of the Comprehensive Plan to ensure that the entire plan remains internally consistent.	Comprehensive Plan update will start July 2023 and completed by June 2025.	N	M
Evaluation: Review the Capital Facilities/Improvement Plan with 2025 Comprehensive update.				
Goal CF 11. Tenino has sufficient water rights to accommodate the community’s projected population growth.				
CF 11.2	Require properties with water rights within the Unincorporated Urban Growth Area to transfer their water rights prior to annexation as a means of providing water for future development.	No language in TMC Chapter 104.30 – Annexations requiring water rights to be transferred.	N	E
Evaluation: City should consider changing language to reflect policy goal				
UTILITIES ELEMENT				
Goal UT 1. Tenino coordinates with utility providers to ensure that sufficient service is available for development.				
UT 1.2	Ensure that development regulations are consistent with and do not otherwise impair the fulfillment of public service obligations imposed upon utilities by State and Federal law.	The City regulates all ROW permit applications within City jurisdiction/boundaries.	N	C
Evaluation: Continue review of policies to ensure compliance				

Appendix C: Stakeholder Interviews Summary

Question 1: Who are you? How long have you worked/lived in the community? What does your organization do?

- ◆ **Beckie Stephens:** Realtor. Have lived in the area for 33 years and served on the Tenino Planning Commission for 5 years. Property owner in Tenino.
- ◆ **Aslan Meade:** Thurston County EDC Director of Strategic Alliances. Tenino resident for 5 years.
- ◆ **Brock Williams:** Resident of Tenino and principal of Parkside Elementary School.
- ◆ **Ron Stewart:** Director of Programs & Assets for Housing First. Homes First buys houses to rehab and get folks in there that have trouble affording houses. They are a nonprofit organization that are focused on getting lower income folks into homes. 50% AMI is typical but it's going to 30% AMI and really squeezing people's ability to pay rent. They are heavily regulated by the feds when it comes to applications/requirements to get into their system. Homes First has been around 32 years and has 46 properties and close to 90 units.
- ◆ **Jessie Simmons:** Director of Government Affairs with Master Builders.
- ◆ **Clint Endicott:** Clint is the superintendent of Tenino School District. Has been in the district for a couple years and is experienced with building houses, real estate market, and smaller development projects.
- ◆ **Tyler Whitworth:** Local business owner and Chamber President from 2013–2021.

Question 2: In terms of housing in town, what do you think is working? Please provide a brief description.

- ◆ **Beckie Stephens:** New construction is helping immensely. People remodeling unlivable/old houses and making them

viable via USDA home loans. Many of the old homes in Tenino won't finance via FAHA. Contractors can go in and get them into HUD standards and can be sold for more affordable because of HUD standards via \$0. Example: 3 bed, 1 bath, built in 1930s w/ fire damage in attic, foundation issues, wiring issues – couldn't sell it. However, turned around and did a 5% conventional. 20% down in sales right now from last year.

- ◆ **Aslan Meade:** People still seem to want single family. Folks seem to want to move to Tenino if they COULD find housing. Plan for expansion into West Tenino is very limited due to environmental regulations. Putting housing into the prairie is not really an option.
- ◆ **Brock Williams:** Sewer came online finally so this is helping the city grow. Infill is being developed, specifically 3 bed, 2 bath rentals. What he is hearing is that we need more smaller units for the elderly. The 65+ don't need a huge yard or lots of stuff. Rental inventory is increasing and doesn't seem to necessarily be an issue within Tenino. It seems like sidewalks are not necessarily being required uniformly. Walkability is connected to affordability and when it's hard to walk it's making the housing situation worse. Tenino COULD be a retirement area and sidewalks are a big part of that.
- ◆ **Ron Stewart:** There is NO affordable housing in the area. Housing First is trying to correct that with what they do. Nothing really seems to be working right now. Things like ADUs ARE helping though. Some of the apartments being constructed in downtown might help things.
- ◆ **Jessie Simmons:** Jessie thinks that increasing density in the central areas is a positive. Getting density in areas where services exist. Their goal is to create housing for every economic levels.
- ◆ **Clint Endicott:** Clint would not put affordability at the top of the list. Clint thinks that the City of Tenino

not interfering with the expansion of housing. Some new construction is underway which are positives. Thurston County is kind of on the opposing end of this. They are generally pro development.

- ♦ **Tyler Whitworth:** Diverse mix of homes in town. Starter homes, high end homes, and some apartment buildings. There seems to be a variety of options in town.

Question 3: What do you consider the top obstacles preventing affordable and attainable housing options in town?

- ♦ **Beckie Stephens:** Lack of land and too much water. Scatter creek is a big hurdle. The pocket gophers are preventing annexation. Water rights are also heavily restricting expansion and water rights of the Alpaca Farm are needed to expand outward. The sewer system is also substandard and doesn't really support expansion. Affordable housing is absolutely a top priority. Need more projects like the one in Lemieux – this one created really affordable housing.
- ♦ **Aslan Meade:** Land availability and cost of materials right now. The market in general is creating crazy costs right now.
- ♦ **Brock Williams:** Lack of supply affecting affordability. Constructing industry on the west side of town could be a solution for Tenino that would create living wage jobs.
- ♦ **Ron Stewart:** Not exactly sure where it is but it needs to be corrected. We need to build more affordable housing. Ron said everything has been going up in price. Prices for a roof he is doing has doubled in about 3 or 4 years.
- ♦ **Jessie Simmons:** Code compliance is one of the major obstacles. Conformance to IRC/IBC is constantly in flux at the Washington. No major obstacles locally that Jessie can think of. Constructing housing compliant to HB 1220 will be more difficult in smaller communities.
- ♦ **Clint Endicott:** It appears that there

are many single-family homes and not enough multifamily housing. Not enough diversity in housing. The size of Tenino is difficult because it's a smaller and building a giant apartment building may not be the best solution because residents desire the small-town atmosphere.

- ♦ **Tyler Whitworth:** Rental side, there's at least one person a day looking for a rental in the 1000-1800 range. There are two rentals in his neighborhood and the rentals fly off the market. For the average person, the down payment/interest rates are a huge hurdle to obtain a house. If you have equity/job you can do that but there's a lot of folks over there that can't afford.

Question 4: How would you describe current housing market needs in town? (Business needs, full time residents, seasonal staffing, etc.)

- ♦ **Beckie Stephens:** It's more balanced now because of the recent change in the market for sale. Still need more houses to sell. Not every buyer wants 2 bed/1 bath. Tenino WAS the affordable alternative with Bucoda being the bedroom community for Tenino.
- ♦ **Aslan Meade:** No employers have stated that they need housing necessarily.
- ♦ **Brock Williams:** Rentals have been a big issue. We need more apartments. Not assisted living facilities with all the medical needs, but something that is ADA compliant for elderly.
- ♦ **Ron Stewart:** We NEED affordable housing. We have a lot of homeless people and many of these homeless people (and families) need a home. Housing tracts with 400-500k homes are not affordable. Apartments being built downtown look like they may be a solution. Housing First has 50-100 people a month call looking for a home and are willing to take anything.
- ♦ **Jessie Simmons:** The major needs in town is multifamily needs like duplexes, small apartments.
- ♦ **Clint Endicott:** The current needs are consistent with other areas. Tenino

isn't necessarily unique with the trends of the region. There's a decent volume of available homes and affordability is increasing from what Clint's been seeing. One developer is building a mini single-family development to rent. There are 2 properties available in Tenino in the entire city.

- ♦ **Tyler Whitworth:** More inventory which are primarily for purchases.

Question 5: How would you describe the quality or the condition of the housing & neighborhoods in town?

- ♦ **Beckie Stephens:** Still in need of restoration and beautification. Planning Commission received beautification to help commercial but not for residential. Broken RVs, garbage, etc. is still laying around and making neighborhoods more desirable. Previous City Planner worked hard on promoting beautification measures by making improvements in the public right of way.
- ♦ **Aslan Meade:** There are some rough neighborhoods in town which are quite noticeable throughout town. The main core is the more desirable part of town. There are some underutilized properties here.
- ♦ **Brock Williams:** Aged. The housing near the high school is the older part of Tenino and were built from the 1890s through the 50s. East of Downtown was built 70s and 80s. The new development is occurring on the east end and the west end. Residents feel strongly about the historic character of Tenino but want to be careful with heavy regulations.
- ♦ **Ron Stewart:** In general, houses are in good shape in the area. They looked at one in Tenino close to the High School. Tenino seems like a nice little town and doesn't remember seeing anything that looked ragged or worn.
- ♦ **Jessie Simmons:** Tenino looks like it is in good condition and the residents seem to take pride in homeownership.
- ♦ **Clint Endicott:** Above average for like communities. Individual home

ownership pride is high and the city does a really good job making sure that nuisances.

- ♦ **Tyler Whitworth:** It has been excellent with a lot of new homes being built. Most folks in the City keep up with their houses in town and fix things up. The community seems to have a lot of pride with ownership. City seems to keep up with nuisances.

Question 6: What incentives can be offered to encourage property owners to make attainable (or affordable) housing units available for rent or purchase?

- ♦ **Beckie Stephens:** Tenino could waive water and sewer hook up fees for a while. Tacoma waived property taxes for a while. Would Thurston County be able to do something like this? If you want affordable housing in Tenino you need more transit. Without transit you have senior citizens how do they get around properly?
- ♦ **Aslan Meade:** Not sure.
- ♦ **Brock Williams:** Sewer rates are very high right now because of the relatively new sewer plant. \$150/month is an expensive monthly fee that generally must be passed on to the renters. It is generally cheaper to subdivide property. Siting apartments so that they are walkable is very important. The current apartments, especially the ones on the east side are not walkable. Siting them closer to the schools will help a lot with families with children get to and from school and using the playgrounds after hours.
- ♦ **Ron Stewart:** Trying to make it so tenants can actually afford units is what we need to focus on.
- ♦ **Jessie Simmons:** If there's incentive to give some breaks on permit fees, impact fees, reducing upfront costs in some way shape or form could be great. Maybe a break on providing affordable housing and increasing density allowances.
- ♦ **Clint Endicott:** Ensuring that

developments are compatible with surrounding areas. Not a huge fan of tax abatement programs. The City should focus on is continued improvement to wastewater/water and this is necessary to attracting developers. A roundabout at 99 and 507 would help the community quite a bit. Allowing increased density is important to attracting more investment in the community.

- ♦ **Tyler Whitworth:** His lot has 3 lots and has the ability to add an ADU on his property. If there was a program that promoted ADUs there would likely be more folks like him that explore that option. Perhaps something like promotion of ADUs would be helpful.

Question 7: Are there specific code updates that could support more housing development (i.e., lot size, setback requirements, protected views/height restrictions, etc.)?

- ♦ **Beckie Stephens:** Right now if you have 12,000 sf lot you can have two homes. This could be changed to allow more density pretty easily. The City of Olympia allows ADUs that can be rented out, why not in Tenino? There are plenty of lots that are big enough that could support ADUs. Sewer hookup reductions. There's only about 6 duplexes in town and 1 multiplex right now. We NEED more of these, they are highly desirable on the rental market. Condo's aren't really a valid option for Tenino. Fourplexes would be GREAT to see more of. Beckie owns a duplex and has never NOT had it rent out. Plenty of parking is in Tenino and parking requirements are too onerous. 8 spaces for a fourplex is too much and takes up too much space. If there's housing above commercial what's wrong with this?? Nonconforming code is too onerous too, if a commercial property changes to residential and then wants to go back again who cares?
- ♦ **Aslan Meade:** There's not many opportunities that he can think of.
- ♦ **Brock Williams:** Not necessarily.

Growth in Tenino should be well planned and well thought out in order to fit in. Urban growth shouldn't necessarily be popping up everywhere.

- ♦ **Ron Stewart:** No, not really. They focus on things like bus lines/transit routes. Housing First doesn't really deal with permitting and restrictions. They are constructing two ADUs on two properties to help provide more units. ADUs are very difficult in City of Olympia. City of Lacey is easiest to work with and Thurston County is difficult to deal with. The prime hurdle for Housing First is just getting the funding to buy a house.
- ♦ **Jessie Simmons:** Environmental regulations are important but in some cases they can be very burdensome. Thurston County processes that require inspections for environmental regulations can take a very long time to complete.
- ♦ **Clint Endicott:** City of Tenino requirements seem like they're in a pretty good spot. Have not heard anyone critique.
- ♦ **Tyler Whitworth:** Not that he's aware of. Tenino supports adding housing so it seems that folks can build housing fairly easy. The City seems pretty fair with sewer and fees are kind of normal rates. The mayor wants more diverse housing and options and he thinks the City is a good incubator that is willing to try a lot of things. The subsidized housing has a large waiting list so building something similar would fill up very quickly.



City of Tenino

Washington

File Attachments for Item:

8. Resolution 2023-09 Adopting HAP

Recommended Action: Motion to approve Resolution 2023-09

RESOLUTION NO. 2023-09
A RESOLUTION OF THE CITY OF TENINO, WASHINGTON,
ADOPTING THE CITY OF TENINO HOUSING ACTION PLAN (HAP) DATED
AUGUST 2023.

WHEREAS, on October 28, 2021, the City was awarded a State -funded grant of \$74,260 from the Washington State Department of Commerce under the authority granted by Chapter 39.34 RCW for the development of a Housing Action Plan (HAP); and

WHEREAS, on June 30, 2022 the City of Tenino approved a grant agreement, 22-63314-117, between the City and the Washington State Department of Commerce for the Housing Action Plan Implementation Grant to adopt a HAP in the amount of \$74,260; and

WHEREAS, the City has recently completed City of Tenino HAP in accordance with Commerce grant agreement 22-63314-117 and state guidelines; and

WHEREAS, the HAP quantifies existing and projected housing needs for all income levels, including extremely low-income households, with documentation of housing and household characteristics, and cost -burdened households; and

WHEREAS, the HAP identifies strategies to increase the supply of housing, and variety of housing types, needed to serve the housing; and

WHEREAS, the HAP analyzes population and employment trends and documents projections; and

WHEREAS, the HAP considers strategies to minimize displacement of low-income residents resulting from redevelopment; and

WHEREAS, the HAP evaluates the current housing element adopted pursuant to RCW 36.70A.070; and

WHEREAS, the development of the HAP provided participation and input from community members, community groups, local builders, local realtors, nonprofit housing advocates, and local non-profit groups; and

WHEREAS, the HAP includes a schedule of programs and actions to implement the recommendations of the HAP; and

WHEREAS, the City utilized a variety of approaches to ensure public involvement, including interviews and public meetings; and

WHEREAS, the City has incorporated the input of the community to produce a HAP that will address the City's priorities and needs in order to promote housing opportunities for all City residents; and

WHEREAS, the HAP was reviewed under the State Environmental Policy Act (SEPA) and the City's SEPA Official issued a Determination of Nonsignificance (DNS) on August 11, 2023; and

WHEREAS, the City of Tenino Planning Commission conducted a ~~an open record~~ public hearing on the Housing Action Plan on August 16, 2023; and

WHEREAS, on August 13, 2023 after closing the public hearing, the Planning Commission voted to recommend acceptance of the HAP by the City Council; and

WHEREAS, the City Council finds that the City has complied with the substantive, procedural and notice requirements for this action, and that it is in the best interests of the City and its residents to approve the City of Tenino Housing Action Plan; now, therefore,

THE CITY COUNCIL OF THE CITY OF TENINO, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

THAT: It is the intent of the Tenino City Council that the recitals set forth above are hereby adopted and incorporated as findings in support of this Resolution.

THAT: The Planning Commission's Recommendation is hereby adopted and ratified by the Tenino City Council as its decision herein. The City Council adopts the recommendation of the Planning Commission as its own herein.

THAT: The City Council, after reviewing all the evidence and the Planning Commission's recommendation, hereby approves and accepts the City of Tenino’s Housing Action Plan dated August 13, 2023.

THEREFORE, THE CITY COUNCIL HEREBY RESOLVES AND DECLARES that the above-described rate plan serves the City of Tenino.

Dated this ____ day of September, 2023

Wayne Fournier, Mayor

ATTEST:

Jen Scharber, Clerk Treasurer

APPROVED AS TO FORM:

Richard L. Hughes, City Attorney