

City of Tenino

149 Hodgen Street South
Tenino, WA 98589

City Council Meeting
Tuesday, November 27, 2018 at 6:30 PM

Agenda

WORK SESSION

1. The RMSA Board of Directors recently adopted a revised set of Required Member Standards, including the adoption of one new Required Standard.

"Required Standards" are mandatory. An RMSA member's failure to comply with Required Member Standards will result in a deductible, applicable to the claim costs resulting from that member's non-compliance with the Standard, to include defense, investigative, and settlement costs.

Many of these standards can be met through the use of on-line resources, such as RMSA-U, free of cost to the City.

2. Mayor Wayne Fournier will administer the Oath of Office for our newest Reserve Police Officer, Samantha Garcia.
3. Chief Swain would like to re-invigorate the City's participation in Special Emphasis patrols that result in reimbursements to the City from the Washington State Patrol.
4. In an effort to better meet the needs of Tenino's citizens, the Administration approached the TRPC with a proposal to bifurcate the City's Planning Services Contract into a Long-Term portion, and a Short-Term portion. The proposal was to keep TRPC as the City's provider of long-term planning services and seek the services of separate provider for short-term services. This action is completely independent of the City's status as a dues-paying member of the TRPC; whatever the result of this action, the City shall remain a dues-paying member of the TRPC.

After due consideration, Executive Director Marc Daily made the decision that bifurcating the provision of planning services would not be in the best interests of either the City or the TRPC. Given the challenges our two agencies have been having in recent months regarding the direction the City is wanting to move relative to planning under the State's Growth Management Act, Mayor Fournier agreed and directed C/T Millard to prepare a Request for Proposal for Planning Services, which was sent to three providers listed on the City's Consultant Roster as maintained by MRSC Rosters.

Two of the three potential providers elected to provide a proposal: Local Planning Solutions (Olympia, WA) and SCJ Alliance (Lacey, WA) are the two firms who are competing for our business.

5. Councilmember Susan Copeland has tendered her resignation to become effective following the December 11, 2018 Regular Meeting of the Tenino City Council.

CALL TO ORDER

AGENDA APPROVAL

APPROVAL OF MINUTES

6. Minutes from the November 13, 2018, Regular Meeting.

CONSENT CALENDAR

7. Vouchers for the period 14-27 November, 2018.

8. None.

EXECUTIVE SESSION - None

PRESENTATIONS

PUBLIC COMMENTS

9. The "Public Comments" portion of the Business Meeting, while specifically designed to afford any interested person the opportunity to notify the City Council regarding any issues or concerns particular to the individual making the comments, it is also the opportunity for such persons to indicate their approval or disapproval of any Council action, City Policy, City employee, or to just comment about any particular interest the person may have. Such remarks are limited to three (3) minutes.

Please note that the Public Comment Period is NOT intended, nor does the City allow it to be used, as a forum for discussion between the person making the comments and the Council or any one particular person on the Council. The Council will NOT take any "action" (as that term is defined by RCW 42.30, *et seq*). The Council may, as a result of Public Comments made, direct Staff to research the issue for action at a future meeting. Persons desiring to present an issue for resolution must raise that issue with a member of Council, the Mayor, or the City Clerk at least five calendar days prior to a regularly scheduled meeting of the City Council.

PUBLIC HEARING

10. 2nd Public Hearing on the 2019 Budget.

PROCLAMATIONS

OLD BUSINESS

11. As discussed during the budget hearings, the Administration requests authority to enter into an agreement with LEXIPOL to provide education, training, and administrative support to the

Tenino Police Department. The stated cost of the proposed agreement is \$7075 per annum, but the RMSA will reimburse up to half of those costs in the name of risk reduction.

NEW BUSINESS

12. Proposed Ordinance 895 would amend the 2018 budget in order to zero-balance the 2018 budget in preparation for establishment of the 2019 budget.

13. Proposed Ordinance 894 would adopt the 2019 Budget.

14. The Administration, having just received two proposals, must score each proposal on its merits and the winning proposal shall be the proposal scoring the highest. In the event of a tie, Mayor Fournier may avail himself of any of the options as published in the RFP to resolve the tie.

The Administration is, therefore, seeking authority to enter into an appropriate agreement with the winning Proposer in an amount not to exceed \$29,000.00 per annum for an initial period of three years.

Such an agreement must be negotiated and, as always, we will have the City Attorney review the agreement and would not enter the agreement until his approval has been obtained.

RESOLUTIONS

ORDINANCES

REPORTS

15. Library

Fire District

Museum

16. Chief of Police

Director of Public Works

City Planner

City Attorney

Clerk/Treasurer

Mayor

17. Civil Service Commission

Park Commission

Planning Commission

Finance Committee

Public Safety Committee

Facade Improvement Grant Review (FIGR) Committee

18. Bucoda/Tenino Healthy Action Team (BTHAT)

Community Investment Partnership (CIP)

Solid Waste Advisory Board

TCOMM-911

Tenino School Board

Thurston Regional Planning Council (TRPC)

Transportation Policy Board

PUBLIC COMMENTS 2

19. The "Public Comments" portion of the Business Meeting, while specifically designed to afford any interested person the opportunity to notify the City Council regarding any issues or concerns particular to the individual making the comments, it is also the opportunity for such persons to indicate their approval or disapproval of any Council action, City Policy, City employee, or to just comment about any particular interest the person may have. Such remarks are limited to three (3) minutes.

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ADJOURNMENT

Backup material for agenda item:

1. The RMSA Board of Directors recently adopted a revised set of Required Member Standards, including the adoption of one new Required Standard.

"Required Standards" are mandatory. An RMSA member's failure to comply with Required Member Standards will result in a deductible, applicable to the claim costs resulting from that member's non-compliance with the Standard, to include defense, investigative, and settlement costs.

Many of these standards can be met through the use of on-line resources, such as RMSA-U, free of cost to the City.



Member Standards

Required & Advisory

RMSA

Risk Management

SERVICE AGENCY

SECURITY | STABILITY | SERVICE

Introduction

The AWC Risk Management Service Agency's Member Standards were adopted by the RMSA Board of Directors in an effort to provide consistent administrative practices for members, reducing property and liability losses.

The Standards selected were identified as those which have historically driven RMSA's claims expenses and where compliance with these Standards would either eliminate or greatly reduce exposure for RMSA and its membership. By following these Standards, the Board is confident that members will reduce costs for themselves and help the long-term financial stability of the RMSA.

Required Member Standards are mandatory. An RMSA member's failure to comply with certain Required Member Standards, will result in a deductible, applicable to the claim costs resulting from that member's non-compliance with the Standard, to include defense, investigative and settlement costs.

Advisory Member Standards are principles and practices which, while not required, have been identified and recognized by the industry, and by the RMSA, as sound best practices which help increase members' day-to-day operations and lend toward efficient municipal administration. The RMSA strongly believes that following these Advisory Member Standards will significantly decrease the likelihood of experiencing property and liability losses.

Compliance with these Member Standards can be accomplished in various ways, including through multiple RMSA online, on-site and on-demand training. RMSA will work with the membership and each member individually to assist with achieving compliance with all Standards, and in tracking and documenting that satisfactory compliance.

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Frequently asked questions

The ultimate benefit of the Member Standards is to educate our members, provide technical assistance and reduce claim exposures. Below are answers to the most frequently asked questions regarding the AWC RMSA Member Standards.

Must we be fully compliant by January 1, 2016?

YES, RMSA has had member standards in place since 2013 and all members should be in compliance by this time. The goal is that you start working in 2016 on meeting the advisory standards. AWC RMSA staff can provide assistance in helping you meet the training standards.

What if we can't afford the training?

Most of the training standards can be completed for FREE using RMSA-U, the AWC RMSA lending library, webinars, or from our on-site workshops. We also provide a limited number of scholarships for training offered by both AWC and other organizations.

Are we required to send all contracts and interlocal agreements to AWC RMSA before we approve and sign?

NO. AWC RMSA is happy to review the insurance and indemnification portions of contracts and agreements to protect our member's interest. AWC RMSA can provide standard insurance and indemnification language which you can incorporate into your contracts and agreements.

Does the contract review standard include labor agreements?

NO. It was never our intent to review your labor or collective bargaining agreements.

Is it required for us to contact AWC RMSA prior to terminating an employee?

NO; however, if a claim or lawsuit is filed, a deductible will apply if you did not contact AWC RMSA prior to taking an action which results in termination of an employee. AWC RMSA can provide some FREE attorney services for employment matters. Our FREE pre-litigation service is designed to reduce the potential liability on employment related matters.

Do other risk pools have member standards?

YES, and in many cases they are more rigorous and expensive to comply with than the AWC RMSA Member Standards.

Must we have AWC RMSA review all land use ordinances, moratorium, and/or proposed land use actions?

NO. However, if a claim or lawsuit is filed as a result of not contacting RMSA before the adoption or extension of a land use moratorium, a deductible will apply.

Does RMSA have resources to help with meeting the Standards?

YES, RMSA has many free resources such as model polices, loss prevention guides, inspection forms, and training which can be used to help meet these standards. In addition, using the free AWC RMSA HR Helpline (Enquiron) template or the AWC RMSA personnel policies manual template will meet this standard.

Do the deductibles apply immediately to all of the Standards?

The deductibles only apply to the required Member Standards, not to the advisory Member Standards. The deductible for required standards EP-RS1 and LU-RS1 are effective January, 2016 and the deductibles for required standards DR-RS1, LE-RS1 and PW-RS1 will be effective January, 2017.

The deductibles increase for additional occurrences. Do these apply for multiple occurrences during a calendar year?

The Member Standards are effective on January 1, 2016, and will remain in effect until the Board of Directors approves revisions. If initial and subsequent occurrences occur after January 1, 2016, and while the Standards remain in effect, the applicable increased deductible(s) will apply.

Who is responsible for maintaining the training records?

RMSA will track attendance for RMSA conducted or sponsored trainings, however, the member is responsible for maintaining training records for any non-RMSA sponsored training which they want credit for in meeting a standard.

Abbreviation key

AD	Administration standard	LU	Land use standard
CR	Contract review standard	LE	Law enforcement standard
DR	Driving standard	PW	Public works standard
EO	Elected officials standard	FA	Facilities standard
EP	Employment practices standard		

Department reference

All staff

DR-RS1	Driving – Required standard
DR-AS1	Driving – Advisory standard
DR-AS2	Driving – Advisory standard
CR-AS1	Contract review – Advisory standard

HR/Administration

AD-AS1	Disaster plan – Advisory standard
AD-AS2	Electronic communications – Advisory standard
AD-AS3	Program orientation – Advisory standard
EP-RS1	Employment practice – Required standard
EP-RS2	Employment practice – Required standard
EP-AS1	Employment practice – Advisory standard

Elected officials

EO-AS1	Elected officials – Advisory standard
EO-AS2	Elected officials – Advisory standard

Land use/Planning

LU-RS1	Land use/planning – Required standard
LU-AS1	Land use/planning – Advisory standard
LU-AS2	Land use/planning – Advisory standard

Law enforcement

LE-RS1	Law enforcement – Required standard
LE-AS1	Law enforcement – Advisory standard
LE-AS2	Law enforcement – Advisory standard
LE-AS3	Law enforcement – Advisory standard

Public works/Facilities

FA-AS1	Fire protection inspections – Advisory standard
FA-2	Fire protection maintenance – Advisory standard
FA-3	Hot work permit – Advisory standard
PW-RS1	Public works/Facilities – Required standard

Deductibles

When RMSA members are in compliance with all of the Required Member Standards, deductibles will not apply to claims which may arise. It is when a member is out of compliance that the following deductibles will be applied.

Deductibles are applied in two ways to claims which result from a member’s non-compliance with a Required Standard. The following deductibles apply to every RMSA member, regardless of size, for the first occurrence.

DR-RS1	Driving – Required standard	\$5,000**
EP-RS1	Employment practice – Required standard	\$10,000*
LU-RS1	Land use/Planning – Required standard	\$10,000*
LE-RS1	Law enforcement – Required standard	\$10,000**
PW-RS1	Public works/Facilities – Required standard	\$5,000**

For the second and third occurrences where deductibles are warranted, members will be charged the deductible described above, plus an additional deductible based on the size, identified by worker hours reported to the Washington State Department of Labor & Industries (L&I). Each RMSA member will fall into one of the following deductible tiers and the corresponding additional deductibles will be enforced for subsequent occurrences.

RMSA reserves the right to waive or reduce a deductible, on a case-by-case basis and based on extenuating circumstances.

Worker hours	Additional deductible	
	2nd occurrence	3rd occurrence
Less than 5,000	\$10,000	\$25,000
5,000 – 10,000	\$15,000	\$30,000
10,000 – 30,000	\$20,000	\$35,000
30,000 – 60,000	\$30,000	\$40,000
60,000 – 100,000	\$40,000	\$45,000
Greater than 100,000	\$45,000	\$50,000

**Deductibles for required standards EP-RS1 and LU-RS1 are effective January, 2016.*

***Deductibles for required standards DR-RS1, LE-RS1 and PW-RS1 are effective January, 2017.*

Standards

Administration

Advisory standards

Purpose: Those responsible for providing management, supervision and direction to various city/town departments are critical to reducing risk and maintaining consistent day-to-day municipal operations. Ensuring that proper plans and policies are in place and understood by all staff assists with and supports loss prevention efforts.

AD-AS1 – The mayor, all department heads and others identified with emergency management responsibilities should annually review the member’s disaster plan. The plan should also be tested annually by an emergency operations exercise such as a table top, sand table, or full scale test of a part of the plan; or by an actual local emergency declaration.

AD-AS2 – The member should adopt a policy addressing the member-related business use of electronic communication, including cell phones, computers, email, texting, and social media by elected officials, employees, and volunteers. The preferred method is for all member-related communications to be via member supplied equipment. If an individual is allowed to use personal communications devices, the policy should require the individual to follow the records retention schedule as adopted by the State Archives Office.

AD-AS3 – The city/town administrator, the mayor, and the designated RMSA contact should participate in an RMSA program orientation, which consists of an overview of claims reporting; grant, scholarship, and training opportunities; loss prevention inspections; and program administration.

Standards

Contract and inter-local agreement review

Advisory standard

Purpose: Contracts and inter-local agreements typically include an indemnification clause that places control of an exposure in the hands of a third party. It is easy for a member to inadvertently accept more risk than they should in these documents. By including proper indemnification and insurance language, a member can transfer significant risk to the appropriate party.

CR-AS1 – Any contract or inter-local agreement having a third party indemnification clause, or having an insurance coverage provision, should use RMSA's pre-approved insurance and indemnification language, or should be forwarded to the RMSA for review of the indemnification and insurance language, in advance of adoption by the member's governing body.

Standards

Driving

Required standard

Purpose: Every day, member owned vehicles are being driven in the course of business. Vehicle accident claims rank among the top 3 in claims frequency. Driving defensively can greatly reduce the potential for auto accidents.

DR-RS1 – All drivers (employees and volunteers, including public safety and law enforcement) who operate member owned vehicles shall complete a RMSA approved defensive/distracted driving course within six months of being hired and at least every three years thereafter.

Deductible

If an auto accident occurs and the operator of the member owned vehicle is at fault and has not completed a defensive driving course within the past three years, a deductible will be applied as described.

Advisory standards

Purpose: Specialized training in responding with emergency vehicles provides the skills necessary to safely operate these vehicles. An employee's/ volunteer's personal driving record is a good indicator of their driving habits, which can impact how well they drive member vehicles. Requiring specialized training and analyzing a driver's driving habits are two good ways to manage fleet exposure.

DR-AS1 – All drivers of emergency vehicles should complete an EVOC/EVIP training every three years. If the EVOC/EVIP course includes a defensive/distracted driving component, that will satisfy the DR-RS1 requirement.

DR-AS2 – Members should have on file a driver's abstract for all drivers who operate member-owned vehicles and should obtain updated abstracts every 3 years.

Standards

Elected official, Board member, Commissioner training

Advisory standards

Purpose: The role of elected officials, appointed board members, planning and civil service commissioners is not only that of community leadership, but also to ensure that their decisions and actions are lawful in intent, practice, and process. Knowing the roles and limitations of elected and appointed officials is important to reduce the risk for a potential lawsuit.

EO-AS1 – All newly elected or appointed mayors and councilmembers, board members and commissioners should complete either the AWC Elected Officials Essentials or AWC RMSA Public Officials Principles training within six months of taking office.

EO-AS2 – The entire council, board, or commission should receive a refresher training on open public meetings, public records request, and records retention at least every four years.

Standards

Employment practices

Required standards

Purpose: Employment practice litigation remains among the most expensive exposure for our members and RMSA. RMSA's litigation history demonstrates that defense costs for a termination matter can be very costly. Training and pre-termination case review significantly reduce the potential for employment related lawsuits.

EP-RS1 – Prior to taking any personnel action that may result in termination of an employee, and/or notifying the employee of such final disposition, the member shall notify RMSA.

Deductible

If a claim related to a termination is filed and the member had not previously contacted RMSA, a deductible will be applied as described.

EP-RS2 – All department heads, supervisors, and mayors of a strong-mayor form of government, shall complete at least one RMSA approved training course per year in any one of the following employment law related topics:

- Anti-harassment
- Disciplinary action and procedures
- Performance management
- Leadership vs. management
- Supervisory skills 101, 201
- ADA
- Understanding the Family and Medical Leave Act
- Handling angry employees

Advisory standard

Purpose: As new laws are passed and case law sets precedent, it is important to periodically review and revise personnel policies and procedures. This helps the member reduce the potential for a law suit related to out-of-date or illegal personnel practices.

EP-AS1 – Personnel policies and procedures should be reviewed at least every five years by an attorney who specializes in employment practices liability. When recommended, the personnel policies and procedures should be revised and the changes communicated to all employees.

Standards

Facilities

Advisory standards

Purpose: Built-in fire protection systems significantly reduce the potential for a damaging fire. However, these systems can only operate when maintained in accordance to state law and nationally recognized standards.

FA-AS1 – Control valves on automatic fire sprinkler systems, the alarm monitoring panel on fire detection systems, and all portable fire extinguishers should be visually inspected by the member at least monthly, and documentation of the inspections maintained.

FA-AS2 – All automatic fire sprinkler systems, fire alarm systems, fire detection systems, and portable fire extinguishers should be serviced annually by a licensed fire protection contractor.

FA-AS3 – The member should adopt procedures to issue a “hot work permit” and work standards anytime the member, or a contractor is conducting “hot work” such as cutting, welding, brazing, soldering, torch applied roofing etc. outside of a designated shop area.

Standards

Land use

Required standard

Purpose: Land use recommendations from Planning Commissions, and land use decisions by councils are highly regulated. Improper action by planning commissioners and council members can result in expensive lawsuits.

LU-RS1 – Any member considering adoption of a new moratorium, or renewal of an existing moratorium shall contact RMSA prior to council action. The proposed moratorium shall be reviewed by an RMSA approved attorney prior to adoption.

Deductible

When a member fails to meet the Land Use Standard LU-RS1 by adopting or extending a moratorium without contacting RMSA, and a lawsuit or legal action results, a deductible will be applied as described.

Advisory standards

Purpose: Land use recommendations from planning commissions and councils is specialized and highly regulated. A simple procedural error can result in costly lawsuits and penalties. Training for councilmembers and planning commissioners reduces the potential for costly errors.

LU-AS1 – The council and planning commission should complete training within six months of assuming responsibility for land use issues. This training should include a review of the moratorium process.

LU-AS2 – The council, planning commission and other appropriate staff should attend refresher training on land use hearings every four years. This training should include a review of the moratorium process. If the member uses an outside hearings examiner, the council does not need to complete this refresher training.

Standards

Law enforcement

Required standard

Purpose: The unreasonable use of force has resulted in numerous high profile law suits against law enforcement agencies and individual officers. Regular training on use of force can increase the potential that only the minimum use of force will be used to control a situation.

LE-RS1 – Commissioned officers and reserve officers shall annually complete training on the use of force policy adopted by the member.

Deductible

If an excessive use of force claim is filed, and the officer involved has not completed a use of force training within the past year, a deductible will be applied as described.

Advisory standards

Purpose: It is important that members of law enforcement are trained in specific operational areas to reduce or eliminate potential accidents and liability exposures.

LE-AS1 – Every three years, all sworn and reserve officers should have formal or certified training on the following:

- Use of lethal and less-lethal force
- Vehicle pursuit & termination of vehicle pursuit
- Responding to domestic violence incidents
- Search and seizure
- Civil liabilities/Unbiased policing
- EVOG
- Dealing with mentally ill and emotionally disturbed individuals
- Report writing
- Supervisory review of reports

LE-AS2 – All commissioned and reserve officers should receive annual recertification training in the use of firearms (including personal weapons carried while on duty), Tasers and stun guns.

LE-AS3 – If the member allows a non-police department individual to ride-along with officers while on duty, the department should adopt procedures to include the following:

- Ride-along program citizen policy and application
- Waiver and release of claim form
- Ride-along orientation check-off sheet

Standards

Public works

Required standard

Purpose: Regular inspections and maintenance of facilities is useful in identifying and correcting problems before damage occurs or people are injured. Written documentation of inspections and maintenance help determine conditions, establish budgets for repairs and replacement, and help prove that the member is being a responsible property owner.

PW-RS1 – The member shall maintain written procedure(s) that require the staff to document the inspection and maintenance of each of the following:

- Sidewalks
- Streets
- Sanitary sewer system
- SCADA or other sewer and water system liquid level alarms
- Domestic water system
- Retro-reflectivity on regulatory and warning signs
- Parks and recreational facilities

Deductible

If a claim is filed by a member not having an adopted written procedure, and the member has failed to follow that documentation procedure, a deductible will be applied as described.



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awcnet.org/RMSA

SECURITY | STABILITY | SERVICE

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Backup material for agenda item:

5. Councilmember Susan Copeland has tendered her resignation to become effective following the December 11, 2018 Regular Meeting of the Tenino City Council.

November 27, 2018

City of Tenino
149 Hodgden Street South
Tenino, WA 98589

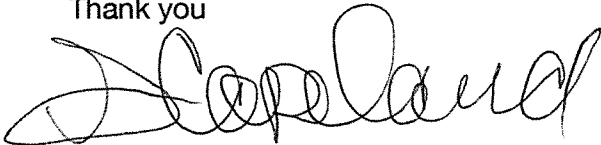
Dear Mayor and Fellow Council Members

I want to first start off with thanking all of you for the kindness and patience you have shown towards me over the past three years. It has not gone unnoticed or appreciated. After a lot of thought and conversations with my family I have decided to resign from my position as council member number 5. I feel that between the additional duties my career requires along with trying to take care of myself and my family that I am unable to dedicate the time to the position that the city and the community deserve. I have enjoyed my time on council and this was not an easy decision. I wish all of you the best and I will continue to support the city and the work that you do. A special thanks to the Mayor for convincing me to run. I would have never done it without a persistent nudge from him.

My last council meeting will be December 11th.

Again I am thankful to all of you for the work and dedication you do for our small town.

Thank you

A handwritten signature in black ink, appearing to read "Susan Copeland". The signature is fluid and cursive, with a large initial "S" and "C".

Susan Copeland

Backup material for agenda item:

6. Minutes from the November 13, 2018, Regular Meeting.

City Council (Tuesday, November 13, 2018)

Generated by Ronna Barnes on Tuesday, November 13, 2018

1. Work Session Convened at 6:30 pm Mayor Fournier and Councilmembers Gotovac, Watterson, O'Callahan, Lawton and Copeland all present.

Discussion, Information: A. Experience Olympia & Beyond (Visitors & Convention Bureau)

Ms. Shauna Stewart gave a short overview of EO&B's activities in support of the City.

Discussion, Information: B. Budget Workshop

Mayor Fournier went over the proposed changes for the 2019 budget.

Adjourned at 7:23 pm**2. Call to Order****Procedural: A. Attendance/Absence Statement**

Convened at 7:30 pm with Mayor Fournier and Councilmembers Gotovac, Watterson, O'Callahan, Lawton and Copeland all present.

Procedural: B. Flag Salute

Mayor Fournier led the flag salute

3. Agenda Approval**Action: A. Approval of Agenda****Recommended Action: Move to approve**

Councilmember O'Callahan motioned, seconded by Councilmember Copeland to approve the agenda. Mayor Fournier informed Council they needed to add Ordinance 893 to the agenda as it was omitted in error. Councilmember Gotovac motioned, seconded by Councilmember Watterson to amend the agenda to include Ordinance 893. Motion carries 5/0.

4. Approval of Minutes**Action: A. Regular Meeting Minutes****Recommended Action: Move to approve**

Councilmember O'Callahan motioned, seconded by Councilmember Gotovac to approve the minutes of the 10/23/18 meeting. Motion carries 5/0.

5. Consent Calendar**Action (Consent): A. Vouchers****Recommended Action: Move to approve.**

Councilmember O'Callahan motioned, seconded by Councilmember Lawton to approve the consent calendar of October 24, 2018 through November 13, 2018 of payroll EFT's in the amount of \$51,154.07 and Claims checks #27712 through #27766 in the amount of \$203,782.06 for a grand total of \$254,936.13 and liquor license renewal for Hedden's Pharmacy. Motion carries 5/0.

6. Executive Session -

None

7. Presentations**Discussion, Information: A. BTHAT Update**

Evan a representative of BTHAT presented a donation check to Mayor Fournier for the city in the amount of \$55.44.

8. Public Comments 1**Information: A. Guidelines**

Leslie Lamb 118 McArthur: Leslie thanked Chief Swain and Mayor Fournier for their speeches to the Citizens Police Academy on Saturday. He is looking forward to the next 3 weeks of the academy. John Stine the instructor did a very good job.

9. Public Hearing**Discussion, Information: A. Ad Valorem Tax Levy 2nd hearing:**

Mayor Fournier went over the procedures of the public hearing and introduced C/T Millard to advise the audience and council the reason for the hearing. Mayor Fournier then opened the public comment period to the audience at 7:42 pm, hearing r

comments, he then opened the floor to the Council. Hearing no comment from them, the public hearing was closed at 7:43 pm

Discussion, Information: B. Proposed 2019 Budget

Mayor Fournier went over the procedures of the public hearing and introduced C/T Millard to explain the proposed 2019 budget. Mayor Fournier then opened the public comment period for the audience at 7:53 pm. [John Kieley 198 Keithahan St.](#) He stated he likes the proposed budget, but he would also like an amortized reading of the loan payments for the WWTP. Hearing no further comments, Mayor Fournier then opened the comment period to the Council at 7:55 pm. Hearing no comments from the Council the 1st public hearing for the Proposed 2019 Budget closed at 7:55 pm.

10. Proclamations -

None

11. Old Business

Action, Discussion, Information: A. Topic One

None

12. New Business

Action, Discussion, Information: A. Acceptance of Splash Bash Donation

Recommended Action: Move to accept the cash donation from the Splash Bash Committee.

Councilmember O'Callahan motioned, seconded by Councilmember Watterson to accept the \$9000.00 check donated by the Splash Bash Committee. Motion carries 5/0.

13. Resolutions

Action, Discussion, Information: A. 2019 Ad Valorem Tax Levy Resolution 2018-10

Recommended Action: Move to adopt Resolution 2018-10, adopting the Highest Lawful Levy Amount of \$249,945.00 in Ad Valorem Taxes for 2019.

Councilmember O'Callahan motioned, seconded by Councilmember Lawton to adopt Resolution 2018-10, which would authorize the Thurston County Assessor to collect the Highest Lawful Levy from the residents of The City of Tenino. Publication of the Resolution to be delayed until Fire District #12 has computed its Ad Valorem levy, which will allow a more accurate levy calculation by the City. Motion carries 5/0.

14. Ordinances- Ordinance 893 Hazards Mitigation Plan

Councilmember Watterson motioned, seconded by Councilmember Gotovac to accept this as the 2nd reading and adoption of Ordinance 893 Hazards Mitigation Plan. Motion carries 5/0.

15. Reports

Reports: A. Outside Agencies

Museum: Councilmember O'Callahan stated this is the last month of the year for the museum meetings. They will be looking for a new president for 2019 as he has been for the last 3 years and needs to step down. He announced he just received some original wooden money from a person in Eugene, Oregon. The museum gained a new member from a tour they took on Sunday. He has one additional piece of paperwork to complete and sign to receive the \$4,000.00 grant monies for the roof.

Reports: B. Staff

Chief: Chief Swain thanked the organization for the dedication on Sunday. He was glad to be a part of it. They held the reserve testing on Saturday with 2 passing. He will be having the reserves do foot patrol, be in the schools and in the businesses. He will have the school resource officer start this next week. The first week in December they will be involved with a state wide DUI emphasis. He is now certified in the State of Washington. He is very happy here and thanks everyone for letting him be Chief.

Public Works: Director Cannon provided a written report.

Clerk/Treasurer: C/T Millard provided a written report.

Mayor: Mayor Fournier thanked everyone for the attendance at the dedication on Sunday. He has mainly been working on the budget and the ceremony. He also helped the police department with the reserves and citizens academy. He spoke to the 3rd graders at the Tenino Elementary School, attended a VCB bike meeting and met with owners of the circus that will be in town on June 1, 2019.

Reports: C. Committees/Commissions

FIGR: Meeting on Thursday at 8:00 am.

Reports: D. Liaisons

BTHAT: Meet on Monday.

CIP: Meet on the 19th.

Tenino School Board: Meeting tonight.

TRPC: Councilmember Watterson to forward the minutes to all.

TPB: Meet on 11/14/18.

16. Public Comments 2
Information: A. Guidelines

None

17. Announcements

None

18. Future Agenda/Work Session Item/Topic Request

Send to clerk/treasurer or Mayor.

19. Adjournment 8:34 pm

Backup material for agenda item:

7. Vouchers for the period 14-27 November, 2018.

Consent Calendar consisting of November 14, 2018 through November 27, 2018:

- **Payroll EFT's in the amount of \$27,523.26 and**
- **Claims Checks #27767 through #27789 in the amount of \$38,294.75**

for a grand total of \$65,818.01

**Liquor and Cannabis License Applications/
Renewals:**

CHECK REGISTER

City Of Tenino
MCAG #: 0757

11/14/2018 To: 11/27/2018

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
2913	11/14/2018	Payroll	5	EFT	Department Of Labor & Industries	6,125.58	3RD Quarter 07/01/2018 - 09/30/2018
2932	11/20/2018	Payroll	5	EFT	Tyler J Baker	1,338.87	
2933	11/20/2018	Payroll	5	EFT	Veronica A Barnes	1,414.71	
2934	11/20/2018	Payroll	5	EFT	Jack W Burnham	862.86	
2935	11/20/2018	Payroll	5	EFT	Troy LK Cannon	1,760.47	
2936	11/20/2018	Payroll	5	EFT	Brent L Gibbs	1,387.60	
2937	11/20/2018	Payroll	5	EFT	John C Millard	1,720.62	
2938	11/20/2018	Payroll	5	EFT	Denise C Nelson	1,431.80	
2939	11/20/2018	Payroll	5	EFT	Jason M Plaja	1,674.97	
2940	11/20/2018	Payroll	5	EFT	Maria Rodriguez	1,238.93	
2941	11/20/2018	Payroll	5	EFT	Seth D Sharp	1,622.37	
2942	11/20/2018	Payroll	5	EFT	Robert Swain	1,712.51	
2944	11/16/2018	Payroll	5	EFT	Timberland Bank	5,231.97	941 Deposit for Pay Cycle(s) 11/20/2018 - 11/20/2018
2956	11/20/2018	Claims	5	EFT	Excise WA State Dept Of Revenue	2,436.86	October 2018 Excise Tax
2979	11/27/2018	Claims	5	27767	American Stormwater Institute, LLC	750.00	
2980	11/27/2018	Claims	5	27768	Applied Concepts, Inc	3,946.98	
2981	11/27/2018	Claims	5	27769	BC Backflow Testing and Repair	185.00	
2982	11/27/2018	Claims	5	27770	Chehalis Tribal Jail	300.00	
2983	11/27/2018	Claims	5	27771	Comcast	340.30	
2984	11/27/2018	Claims	5	27772	Correct Equipment	514.43	
2985	11/27/2018	Claims	5	27773	DPI Legal & Classified Publishing	33.40	
2986	11/27/2018	Claims	5	27774	Dragon Analytical Laboratory	560.00	
2987	11/27/2018	Claims	5	27775	Employment Security	25.00	
2988	11/27/2018	Claims	5	27776	Enbody, Dugaw, Enbody	1,620.00	
2989	11/27/2018	Claims	5	27777	Goebel Septic Service	255.00	
2990	11/27/2018	Claims	5	27778	Tina Hoover	75.00	
2991	11/27/2018	Claims	5	27779	Les Schwab Tires	841.52	
2992	11/27/2018	Claims	5	27780	Mountain Mist Water	46.20	
2993	11/27/2018	Claims	5	27781	Puget Sound Energy	2,521.53	
2994	11/27/2018	Claims	5	27782	Quill	719.37	
2995	11/27/2018	Claims	5	27783	TRPC	1,659.47	
2996	11/27/2018	Claims	5	27784	Take Aim	1,330.69	
2997	11/27/2018	Claims	5	27785	Tenino Marketfresh	295.77	
2998	11/27/2018	Claims	5	27786	Thoren Electric, LLC	13,008.19	
2999	11/27/2018	Claims	5	27787	Thurston-Mason Behavior Health Org	101.37	
3000	11/27/2018	Claims	5	27788	Water & Wastewater Svcs, Inc	6,580.84	
3001	11/27/2018	Claims	5	27789	Wilson Parts Corporation	147.83	
						108.99	
000						108.99	
001 General Government Fund #001						28,250.01	
002 Quarry Pool Fund #002						1,469.07	
101 City Street Fund #101						2,931.57	
310 Municipal Capital Imp Fund 310						12,985.02	
401 Water Fund						6,463.78	
410 Sewer Fund						13,609.57	
						38,294.75	Claims:
						27,523.26	Payroll:
						65,818.01	

Backup material for agenda item:

10. 2nd Public Hearing on the 2019 Budget.

NOTES ON THE PROPOSED 2019 BUDGET (EXPENDITURES)

Good Evening Councilmembers, Mayor, and Members of the Public.

This evening, we're going to continue discussing the salient features of the City of Tenino's proposed 2019 Budget, but tonight with a particular focus on expenditures.

To remind you, we used a variety of methods to arrive at our projections that I will explain.

The preferred method is expenditures fixed by contract. For example, expenditures from the sale of the old Fire Station are fixed by contract; we know exactly what those expenditures will be.

The most prevalent method is simple averaging. The majority of the projected expenditures were arrived at by a simple averaging of the City's past record of expenses. Specifically, the actual expenditures made in 2015, 2016, 2017. We also included in this comparison the budgeted vice actual amounts received in 2018. Where the budgeted amount exceeded the actual expenditures, the budgeted amount was used in the averaging computations. Where the actual amount received was less than amount budgeted, the budgeted amount was used in the average.

Judgement & experience. In some cases, usually as a result of extreme variations in the years above mentioned, the budgeted amount for 2019 was either raised, or lowered, after a conversation between the affected Department Head, the Mayor, and the Clerk/Treasurer. Take "Collection System Rep/Maint" as an example. Simple averaging results in a figure that is significantly higher than the projected expenditures for the last two years. In the judgment of both the Mayor and the Director of Public Works, it is more likely than not that the City will not spend more on the collection system repairs because that particular expenditure is related to cost of repairing grinder pumps. The City has rebuilt virtually all of the grinder pumps used in the initial system start-up and, therefore, we should not need to rebuild more than a handful in 2018, not several dozen as in the past few years.

So, the above rationales are how we arrived at each of the projected expenditure amounts. I invite your questions as to each line item.

2019 BUDGET POSITION

City Of Tenino
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001 General Government Fund #001 01/01/2019 To: 12/31/2019

Revenues	Amt Budgeted	Revenues	Remaining	
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308 Beginning Balances

308 00 00 01	Beginning Balance	50,000.00	0.00	50,000.00	0.0%
308 Beginning Balances		50,000.00	0.00	50,000.00	0.0%

310 Taxes

311 10 00 00	Real & Personal Property Taxes	249,945.00	0.00	249,945.00	0.0%
313 11 00 00	Sales & Use	235,000.00	0.00	235,000.00	0.0%
313 71 00 00	Local Criminal Justice	28,939.00	0.00	28,939.00	0.0%
316 10 00 00	Business And Occupation Taxes	55,000.00	0.00	55,000.00	0.0%
316 41 00 00	Business Utility Tax-electri	95,445.00	0.00	95,445.00	0.0%
316 42 00 00	Utility Tax - Water	13,298.00	0.00	13,298.00	0.0%
316 44 00 00	Utility Tax-Sewer	57,503.00	0.00	57,503.00	0.0%
316 45 00 00	Business Utility Tax-garbage	15,503.00	0.00	15,503.00	0.0%
316 46 00 00	Business Utility Tax-tv/cabl	40,399.00	0.00	40,399.00	0.0%
316 47 00 00	Business Utility Tax-telepho	39,157.00	0.00	39,157.00	0.0%
316 81 00 00	Gambling Taxes	5,299.00	0.00	5,299.00	0.0%
317 40 00 00	Timber Excise Tax (4X)	189.00	0.00	189.00	0.0%
310 Taxes		835,677.00	0.00	835,677.00	0.0%

320 Licenses & Permits

321 91 01 00	Right Of Way Fee	9,137.00	0.00	9,137.00	0.0%
321 99 00 00	Business Licenses - New	1,800.00	0.00	1,800.00	0.0%
321 99 01 00	Business License Renewal	4,500.00	0.00	4,500.00	0.0%
322 10 00 00	Building Permits	23,137.00	0.00	23,137.00	0.0%
322 30 00 00	Animal License	518.00	0.00	518.00	0.0%
322 40 00 01	Parades / Special Events	1,169.00	0.00	1,169.00	0.0%
320 Licenses & Permits		40,261.00	0.00	40,261.00	0.0%

330 Intergovernmental Revenues

336 00 98 00	City Assistance	28,869.00	0.00	28,869.00	0.0%
336 06 21 00	Criminal Justice - Populatio	1,000.00	0.00	1,000.00	0.0%
336 06 26 00	Criminal Justice - Special Programs	1,946.00	0.00	1,946.00	0.0%
336 06 41 00	Marijuana Enforcement	0.00	0.00	0.00	0.0%
336 06 42 00	Marijuana Excise Tax	6,443.00	0.00	6,443.00	0.0%
336 06 51 00	DUI Cities	320.00	0.00	320.00	0.0%
336 06 94 00	Liquor Excise Tax	9,175.00	0.00	9,175.00	0.0%
336 06 95 00	Liquor Control Board Profits	14,566.00	0.00	14,566.00	0.0%
337 00 00 10	RMSA Lexipol Cost Share	3,800.00	0.00	3,800.00	0.0%
337 00 00 11	AWC Loss Control Grant	5,000.00	0.00	5,000.00	0.0%
330 Intergovernmental Revenues		71,119.00	0.00	71,119.00	0.0%

340 Charges For Services

341 33 00 00	Compliance Fee	126.00	0.00	126.00	0.0%
341 33 02 00	Warrant Cost	922.00	0.00	922.00	0.0%
341 33 03 00	Court Admin Cost	410.00	0.00	410.00	0.0%
341 35 01 00	Police Reports	109.00	0.00	109.00	0.0%
341 49 00 01	Court Conv Fee	337.00	0.00	337.00	0.0%
341 81 00 00	Photocopies	46.00	0.00	46.00	0.0%
341 95 00 00	Legal Services	252.00	0.00	252.00	0.0%
341 95 00 01	Notary Fee	50.00	0.00	50.00	0.0%

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Revenues	Amt Budgeted	Revenues	Remaining
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340 Charges For Services

342 10 00 02	TSD School Resource Officer Contract	18,000.00	0.00	18,000.00	0.0%
342 33 06 00	Traffic Safety School	3,561.00	0.00	3,561.00	0.0%
342 36 00 00	Housing And Monitoring Of Prisoners	83.00	0.00	83.00	0.0%
342 37 00 00	Booking Fees	175.00	0.00	175.00	0.0%
345 29 00 00	Sales Of Electricity Solar Incentive	2,340.00	0.00	2,340.00	0.0%
345 81 00 00	Zoning & Subdivision Fees	3,003.00	0.00	3,003.00	0.0%
345 83 00 00	Plan Check Fees	9,996.00	0.00	9,996.00	0.0%
347 30 01 00	Ball Field Fees	324.00	0.00	324.00	0.0%
340 Charges For Services		39,734.00	0.00	39,734.00	0.0%

350 Fines, Penalties, & Forfeitures

352 30 00 00	Mandatory Insurance Cost	250.00	0.00	250.00	0.0%
353 10 00 00	Traffic Infractions	12,000.00	0.00	12,000.00	0.0%
354 00 00 00	Parking Infractions	3.00	0.00	3.00	0.0%
355 20 00 00	DUI Patrol Remittance	2,144.00	0.00	2,144.00	0.0%
355 80 00 00	Criminal Traffic	6,325.00	0.00	6,325.00	0.0%
356 90 00 00	Criminal Non-traffic	1,531.00	0.00	1,531.00	0.0%
357 33 00 00	Public Defense Cost	4,298.00	0.00	4,298.00	0.0%
357 37 00 00	Court Cost Recoup	299.00	0.00	299.00	0.0%
359 00 00 02	B&O Penalties	1,989.00	0.00	1,989.00	0.0%
359 00 00 03	Gambling Tax Penalty	23.00	0.00	23.00	0.0%
350 Fines, Penalties, & Forfeitures		28,862.00	0.00	28,862.00	0.0%

360 Misc Revenues

361 11 45 20	Investment Interest	889.00	0.00	889.00	0.0%
361 40 00 00	Sales Interest	180.00	0.00	180.00	0.0%
361 40 01 00	D/M Interest Income	723.00	0.00	723.00	0.0%
362 40 01 00	Camping Fees	1,963.00	0.00	1,963.00	0.0%
362 40 02 00	Quarry House Rent	11,375.00	0.00	11,375.00	0.0%
362 40 03 00	Park & Picnic Shelter Rental	36.00	0.00	36.00	0.0%
362 40 04 00	Concession Stand Rental	215.00	0.00	215.00	0.0%
362 40 05 00	Food Warehouse Rental	5,000.00	0.00	5,000.00	0.0%
369 10 00 01	Surplus Property Sale	1,925.00	0.00	1,925.00	0.0%
369 10 00 02	Sale Of Scrap And Junk	2,500.00	0.00	2,500.00	0.0%
369 30 00 00	Confiscated And Forfeited Property	968.00	0.00	968.00	0.0%
369 40 12 00	Restitution	1,033.00	0.00	1,033.00	0.0%
369 80 00 00	Other Miscellaneous Revenue	445.00	0.00	445.00	0.0%
369 91 01 00	Court Overpayment	36.00	0.00	36.00	0.0%
360 Misc Revenues		27,288.00	0.00	27,288.00	0.0%

380 Non Revenues

336 06 51 10	Crime Victims Compensation	451.00	0.00	451.00	0.0%
389 10 00 01	Deposit / Facility Rental	3,092.00	0.00	3,092.00	0.0%
389 10 00 02	Deposit / Land Use	2,000.00	0.00	2,000.00	0.0%
389 10 00 03	Deposit / Special Events	417.00	0.00	417.00	0.0%
389 10 00 04	Hydrant Meter Deposit	237.00	0.00	237.00	0.0%
389 30 00 02	Building Code Fees	618.00	0.00	618.00	0.0%
389 30 00 04	EMS/Trauma	1,631.00	0.00	1,631.00	0.0%
389 30 00 05	Auto Theft	1,584.00	0.00	1,584.00	0.0%
389 30 00 06	Trama Brain Injury	315.00	0.00	315.00	0.0%

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Revenues	Amt Budgeted	Revenues	Remaining	
380 Non Revenues				
389 30 00 07 PSEA 3	269.00	0.00	269.00	0.0%
389 30 00 08 WSP Highway Account	315.00	0.00	315.00	0.0%
389 30 00 09 Highway Safety	99.00	0.00	99.00	0.0%
389 30 00 10 Death Investigation	65.00	0.00	65.00	0.0%
389 30 00 11 Public Safety/education PSEA 1	13,000.00	0.00	13,000.00	0.0%
389 30 00 12 PSEA 2	6,900.00	0.00	6,900.00	0.0%
389 30 00 13 JIS	6,000.00	0.00	6,000.00	0.0%
389 30 00 14 School Zone Safety	838.00	0.00	838.00	0.0%
389 30 00 15 Distracted Driving Prevention Account	0.00	0.00	0.00	0.0%
389 30 00 16 CC Convenience Fee	450.00	0.00	450.00	0.0%
380 Non Revenues	38,281.00	0.00	38,281.00	0.0%

Fund Revenues:	1,131,222.00	0.00	1,131,222.00	0.0%
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Expenditures	Amt Budgeted	Expenditures	Remaining	
511 Legislative				
511 20 45 00 Professional Services - Leader Wkshp	2,500.00	0.00	2,500.00	0.0%
511 30 45 01 Code Book Publications	5,000.00	0.00	5,000.00	0.0%
511 60 10 00 Council Stipend	12,000.00	0.00	12,000.00	0.0%
511 60 20 00 Council Benefits - Taxes	1,800.00	0.00	1,800.00	0.0%
511 60 21 00 Council Benefits - Health Care	1,440.00	0.00	1,440.00	0.0%
511 60 22 00 Council Benefits - Retirement	360.00	0.00	360.00	0.0%
511 60 31 00 Janitorial Supplies	500.00	0.00	500.00	0.0%
511 60 42 03 IT Services	1,980.00	0.00	1,980.00	0.0%
511 60 42 04 E-Governance System	1,079.00	0.00	1,079.00	0.0%
511 60 42 05 PRA Compliance Software	249.00	0.00	249.00	0.0%
511 60 42 06 City Web Site	138.00	0.00	138.00	0.0%
511 60 42 08 Postage	13.00	0.00	13.00	0.0%
511 60 42 10 Office Productivity Software	1,008.00	0.00	1,008.00	0.0%
511 60 47 00 Advertising & Publications	593.00	0.00	593.00	0.0%
511 60 48 01 Education/Training	2,000.00	0.00	2,000.00	0.0%
511 60 48 02 Meals/Lodging/Travel	2,000.00	0.00	2,000.00	0.0%
511 61 10 00 Salaries & Wages	19,200.00	0.00	19,200.00	0.0%
511 61 20 00 Benefits - Taxes	4,800.00	0.00	4,800.00	0.0%
511 61 21 00 Benefits - Health Care	3,840.00	0.00	3,840.00	0.0%
511 61 22 00 Benefits - Retirement	960.00	0.00	960.00	0.0%
511 Legislative	61,460.00	0.00	61,460.00	0.0%

512 Judicial				
512 50 10 00 Salaries & Wages	23,438.00	0.00	23,438.00	0.0%
512 50 20 00 Benefits - Taxes	3,516.00	0.00	3,516.00	0.0%
512 50 21 00 Benefits - Health Care	2,813.00	0.00	2,813.00	0.0%
512 50 22 00 Benefits - Retirement	703.00	0.00	703.00	0.0%
512 50 30 00 Office Supplies	300.00	0.00	300.00	0.0%
512 50 33 00 Small Tools & Equipment	100.00	0.00	100.00	0.0%
512 50 42 00 Telephone (Land Line)	1,000.00	0.00	1,000.00	0.0%
512 50 42 01 Internet Access	143.00	0.00	143.00	0.0%
512 50 42 03 IT Service Provider	391.00	0.00	391.00	0.0%
512 50 42 05 PRA Compliance Software	249.00	0.00	249.00	0.0%
512 50 42 06 City Web Site	109.00	0.00	109.00	0.0%
512 50 42 08 Postage	108.00	0.00	108.00	0.0%

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Expenditures	Amt Budgeted	Expenditures	Remaining	
512 Judicial				
512 50 42 10 Office Productivity Software	216.00	0.00	216.00	0.0%
512 50 45 01 Printing	100.00	0.00	100.00	0.0%
512 50 48 01 Education/Training	300.00	0.00	300.00	0.0%
512 50 48 02 Meals/Lodging/Travel	300.00	0.00	300.00	0.0%
512 50 49 00 Dues/membership/misc	150.00	0.00	150.00	0.0%
512 Judicial	33,936.00	0.00	33,936.00	0.0%
513 Executive				
513 10 10 00 Mayor Stipend	12,000.00	0.00	12,000.00	0.0%
513 10 20 00 Mayor Benefits - Taxes	1,800.00	0.00	1,800.00	0.0%
513 10 21 00 Mayor Benefits - Health Care	1,440.00	0.00	1,440.00	0.0%
513 10 22 00 Mayor Benefits - Retirement	360.00	0.00	360.00	0.0%
010 Office of the Chief Executive	15,600.00	0.00	15,600.00	0.0%
513 10 42 03 IT Service Provider	1,564.00	0.00	1,564.00	0.0%
513 10 42 04 E-Governance System	550.00	0.00	550.00	0.0%
513 10 42 05 PRA Compliance Software	249.00	0.00	249.00	0.0%
513 10 42 06 City Web Site	109.00	0.00	109.00	0.0%
513 10 42 08 Postage	50.00	0.00	50.00	0.0%
513 10 42 10 Office Productivity Software	864.00	0.00	864.00	0.0%
513 10 48 01 Education/Training	1,000.00	0.00	1,000.00	0.0%
513 10 48 02 Travel, Meals, And Lodging	1,000.00	0.00	1,000.00	0.0%
513 11 10 00 Salaries & Wages	7,352.00	0.00	7,352.00	0.0%
513 11 20 00 Benefits - Taxes	1,103.00	0.00	1,103.00	0.0%
513 11 21 00 Benefits - Health Care	882.00	0.00	882.00	0.0%
513 11 22 00 Benefits - Retirement	221.00	0.00	221.00	0.0%
030 Shared Executive Resources	14,944.00	0.00	14,944.00	0.0%
513 Executive	30,544.00	0.00	30,544.00	0.0%
514 Finance, Recording, And Elections				
514 20 10 00 Salaries & Wages	37,672.00	0.00	37,672.00	0.0%
514 20 20 00 Benefits - Taxes	5,651.00	0.00	5,651.00	0.0%
514 20 21 00 Benefits - Health Care	4,520.00	0.00	4,520.00	0.0%
514 20 22 00 Benefits - Retirement	1,130.00	0.00	1,130.00	0.0%
514 20 30 00 Office Supplies	600.00	0.00	600.00	0.0%
514 20 31 00 Janitorial Supplies	150.00	0.00	150.00	0.0%
514 20 35 00 Small Tools & Equipment	300.00	0.00	300.00	0.0%
514 20 42 00 Telephone (Land Line)	1,000.00	0.00	1,000.00	0.0%
514 20 42 01 Internet Access	574.00	0.00	574.00	0.0%
514 20 42 03 IT Service Provider	391.00	0.00	391.00	0.0%
514 20 42 05 PRA Compliance Software	249.00	0.00	249.00	0.0%
514 20 42 06 City Web Site	109.00	0.00	109.00	0.0%
514 20 42 07 Web Bill Pay Services	275.00	0.00	275.00	0.0%
514 20 42 08 Postage	250.00	0.00	250.00	0.0%
514 20 42 10 Office Productivity Software	216.00	0.00	216.00	0.0%
514 20 45 00 Professional Services	750.00	0.00	750.00	0.0%
514 20 45 01 Equipment Repair/maintenance	200.00	0.00	200.00	0.0%
514 20 45 02 Bank Charges	750.00	0.00	750.00	0.0%
514 20 48 01 Education & Training	750.00	0.00	750.00	0.0%
514 20 48 02 Travel/lodging/meals	1,000.00	0.00	1,000.00	0.0%
514 20 49 00 Dues/memberships/misc.	100.00	0.00	100.00	0.0%

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001 General Government Fund #001		01/01/2019 To: 12/31/2019			
Expenditures	Amt Budgeted	Expenditures	Remaining		
514 Finance, Recording, And Elections					
514 23 40 00	Audit Service	2,442.00	0.00	2,442.00	0.0%
514 40 51 00	Election Services	2,500.00	0.00	2,500.00	0.0%
514 Finance, Recording, And Elections		61,579.00	0.00	61,579.00	0.0%
515 Legal					
512 50 41 04	Judge Fees	3,000.00	0.00	3,000.00	0.0%
515 41 41 01	City Attorney	35,000.00	0.00	35,000.00	0.0%
515 41 41 02	Prosecuting Attorney	12,000.00	0.00	12,000.00	0.0%
515 41 41 05	Outside Counsel	1,500.00	0.00	1,500.00	0.0%
515 93 41 03	Public Defender	18,000.00	0.00	18,000.00	0.0%
515 93 41 06	Interpreter Services	500.00	0.00	500.00	0.0%
515 Legal		70,000.00	0.00	70,000.00	0.0%
518 Centralized/General Services					
518 10 41 00	Professional Services	500.00	0.00	500.00	0.0%
518 10 45 02	OASI Benefits DRS	25.00	0.00	25.00	0.0%
518 10 48 01	Education/Training	2,500.00	0.00	2,500.00	0.0%
518 10 48 02	Meals/Lodging/Travel	750.00	0.00	750.00	0.0%
518 20 31 00	Office Supplies	800.00	0.00	800.00	0.0%
518 20 33 00	Small Tools & Equipment	200.00	0.00	200.00	0.0%
010 Personnel Services		4,775.00	0.00	4,775.00	0.0%
518 20 10 00	Salaries & Wages	13,390.00	0.00	13,390.00	0.0%
518 20 20 00	Benefits - Taxes	2,009.00	0.00	2,009.00	0.0%
518 20 21 00	Benefits - Health Care	1,607.00	0.00	1,607.00	0.0%
518 20 22 00	Benefits - Retirement	402.00	0.00	402.00	0.0%
518 20 45 06	Utilities	5,300.00	0.00	5,300.00	0.0%
518 30 23 00	Safety Clothing	500.00	0.00	500.00	0.0%
518 30 31 01	Janitorial Supplies	250.00	0.00	250.00	0.0%
518 30 35 06	Fuel, F-150	100.00	0.00	100.00	0.0%
518 30 45 05	Maintenance - Facilities	2,000.00	0.00	2,000.00	0.0%
030 Maintenance/Janitorial Services		25,558.00	0.00	25,558.00	0.0%
518 20 42 11	Copier	6,500.00	0.00	6,500.00	0.0%
070 Printing Services		6,500.00	0.00	6,500.00	0.0%
518 20 42 03	IT Service Provider	391.00	0.00	391.00	0.0%
518 20 42 06	City Web Site	109.00	0.00	109.00	0.0%
518 20 42 10	Office Productivity Software	216.00	0.00	216.00	0.0%
518 30 45 03	Maintenance - Office Equipment	50.00	0.00	50.00	0.0%
518 30 45 04	Maintenance - Electronics	750.00	0.00	750.00	0.0%
080 Information Technology		1,516.00	0.00	1,516.00	0.0%
518 10 49 00	Dues/misc. AWC Services	966.00	0.00	966.00	0.0%
518 30 32 00	Bldg Hdw/Materials	50.00	0.00	50.00	0.0%
518 50 53 00	Surplus Sales External Taxes	30.00	0.00	30.00	0.0%
518 70 46 00	Insurance	9,748.00	0.00	9,748.00	0.0%
090 Other Centralized Services		10,794.00	0.00	10,794.00	0.0%
518 Centralized/General Services		49,143.00	0.00	49,143.00	0.0%

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001 General Government Fund #001 01/01/2019 To: 12/31/2019

Expenditures	Amt Budgeted	Expenditures	Remaining	
521 Law Enforcement				
521 10 10 00 Salaries & Wages	42,462.00	0.00	42,462.00	0.0%
521 10 10 02 Overtime	1,000.00	0.00	1,000.00	0.0%
521 10 20 00 Benefits - Taxes	6,369.00	0.00	6,369.00	0.0%
521 10 20 02 OT Benefits - Taxes	150.00	0.00	150.00	0.0%
521 10 21 00 Benefits - Health Care	5,095.00	0.00	5,095.00	0.0%
521 10 21 02 OT Benefits - Health Care	120.00	0.00	120.00	0.0%
521 10 22 00 Benefits - Retirement	1,274.00	0.00	1,274.00	0.0%
521 10 22 02 OT Benefits - Retirement	30.00	0.00	30.00	0.0%
521 10 24 02 Retiree Medical/deductible	14,500.00	0.00	14,500.00	0.0%
521 10 31 00 Supplies	500.00	0.00	500.00	0.0%
521 10 33 00 Small Equipment	500.00	0.00	500.00	0.0%
521 10 36 00 Computer Hardware/software	5,000.00	0.00	5,000.00	0.0%
521 10 40 00 Audit Services	2,200.00	0.00	2,200.00	0.0%
521 10 42 00 Telephone (Land Line)	4,500.00	0.00	4,500.00	0.0%
521 10 42 01 Internet Access	1,500.00	0.00	1,500.00	0.0%
521 10 42 03 IT Service Provider	391.00	0.00	391.00	0.0%
521 10 42 05 PRA Compliance Software	249.00	0.00	249.00	0.0%
521 10 42 06 City Web Site	109.00	0.00	109.00	0.0%
521 10 42 08 Postage	400.00	0.00	400.00	0.0%
521 10 42 10 Office Productivity Software	216.00	0.00	216.00	0.0%
521 10 45 01 Investigations	500.00	0.00	500.00	0.0%
521 10 45 04 Repair/maintenance	300.00	0.00	300.00	0.0%
521 10 46 00 Insurance	14,489.00	0.00	14,489.00	0.0%
521 10 47 00 Publications	300.00	0.00	300.00	0.0%
521 10 48 01 Education/Training	500.00	0.00	500.00	0.0%
521 10 48 02 Meals/Lodging/Travel	500.00	0.00	500.00	0.0%
521 10 49 00 Dues/memberships/misc.	500.00	0.00	500.00	0.0%
010 Admin	103,654.00	0.00	103,654.00	0.0%
521 20 10 02 Overtime	4,500.00	0.00	4,500.00	0.0%
521 20 20 02 OT Benefits - Taxes	675.00	0.00	675.00	0.0%
521 20 21 02 OT Benefits - Health Care	540.00	0.00	540.00	0.0%
521 20 22 02 OT Benefits - Retirement	135.00	0.00	135.00	0.0%
521 20 35 20 Fuel, K8 7418	2,500.00	0.00	2,500.00	0.0%
521 20 35 21 Fuel, K8 7419	2,500.00	0.00	2,500.00	0.0%
521 20 35 22 Fuel, K8 7420	2,500.00	0.00	2,500.00	0.0%
521 20 35 23 Fuel, Tahoe 3013	2,500.00	0.00	2,500.00	0.0%
521 20 35 24 Fuel, Crown Vic 9052	2,500.00	0.00	2,500.00	0.0%
521 20 35 25 Fuel, Crown Vic 9061	2,500.00	0.00	2,500.00	0.0%
521 20 42 03 IT Service Provider	2,772.00	0.00	2,772.00	0.0%
521 20 42 09 Telephone (Cellular)	3,900.00	0.00	3,900.00	0.0%
521 20 42 10 Office Productivity Software	1,296.00	0.00	1,296.00	0.0%
521 20 48 02 Lexipol	7,600.00	0.00	7,600.00	0.0%
521 21 10 00 Salaries & Wages	213,198.00	0.00	213,198.00	0.0%
521 21 10 02 Standby	10,000.00	0.00	10,000.00	0.0%
521 21 20 00 Benefits - Taxes	31,980.00	0.00	31,980.00	0.0%
521 21 21 00 Benefits - Health Care	25,584.00	0.00	25,584.00	0.0%
521 21 22 00 Benefits - Retirement	6,396.00	0.00	6,396.00	0.0%
521 21 23 00 Benefits - Uniforms	5,000.00	0.00	5,000.00	0.0%
521 22 31 00 Supplies	1,500.00	0.00	1,500.00	0.0%
521 22 33 00 Small Equipment	2,500.00	0.00	2,500.00	0.0%
521 22 45 05 LE Equipment Repairs & Maintenance	500.00	0.00	500.00	0.0%
521 22 45 11 Maintenance, K8 7418	500.00	0.00	500.00	0.0%
521 22 45 12 Maintenance, K8 7419	500.00	0.00	500.00	0.0%
521 22 45 13 Maintenance, K8 7420	500.00	0.00	500.00	0.0%

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001 General Government Fund #001 01/01/2019 To: 12/31/2019

Expenditures	Amt Budgeted	Expenditures	Remaining	
521 Law Enforcement				
521 22 45 14 Maintenance, Tahoe	1,000.00	0.00	1,000.00	0.0%
521 22 45 15 Maintenance, Crown Vic 9052	1,250.00	0.00	1,250.00	0.0%
521 22 45 16 Maintenance, Crown Vic 9061	1,250.00	0.00	1,250.00	0.0%
521 22 48 01 Education/training	3,000.00	0.00	3,000.00	0.0%
521 22 48 02 Meals/Lodging/Travel	4,000.00	0.00	4,000.00	0.0%
528 20 42 11 Cad Communications	1,000.00	0.00	1,000.00	0.0%
528 20 42 12 RMS System	5,500.00	0.00	5,500.00	0.0%
020 Operations	351,576.00	0.00	351,576.00	0.0%
521 30 49 01 Crime Prevention Education	2,500.00	0.00	2,500.00	0.0%
030 Crime Prevention	2,500.00	0.00	2,500.00	0.0%
521 50 42 02 Alarm Services	600.00	0.00	600.00	0.0%
521 50 45 00 Custodial Services	1,000.00	0.00	1,000.00	0.0%
521 50 45 04 Repair & Maintenance	5,000.00	0.00	5,000.00	0.0%
521 50 45 06 Utilities	5,500.00	0.00	5,500.00	0.0%
050 Facilities	12,100.00	0.00	12,100.00	0.0%
521 70 49 00 Traffic Safety School	250.00	0.00	250.00	0.0%
070 Traffic	250.00	0.00	250.00	0.0%
521 Law Enforcement	470,080.00	0.00	470,080.00	0.0%
522 Fire And Emergency Medical Activities				
522 20 50 00 Contracted Services - STFEMS	4,500.00	0.00	4,500.00	0.0%
522 60 49 00 Emergency Management Council Dues	305.00	0.00	305.00	0.0%
522 Fire And Emergency Medical Activities	4,805.00	0.00	4,805.00	0.0%
523 Detention/Correction Activities				
523 60 51 00 Detention/correction-Chehalis	5,000.00	0.00	5,000.00	0.0%
523 60 51 01 Detention/correction-Nisqually	0.00	0.00	0.00	0.0%
523 60 51 02 Detention/correction-Thurston	0.00	0.00	0.00	0.0%
523 Detention/Correction Activities	5,000.00	0.00	5,000.00	0.0%
553 Conservation				
553 70 50 00 Air Pollution Control	1,410.00	0.00	1,410.00	0.0%
553 70 50 01 DNR Forest Land Assessment	18.00	0.00	18.00	0.0%
553 Conservation	1,428.00	0.00	1,428.00	0.0%
554 Environmental Services				
554 30 10 00 Salaries & Wages	2,223.00	0.00	2,223.00	0.0%
554 30 20 00 Benefits - Taxes	333.00	0.00	333.00	0.0%
554 30 21 00 Benefits - Health Care	269.00	0.00	269.00	0.0%
554 30 22 00 Benefits - Retirement	67.00	0.00	67.00	0.0%
554 30 31 00 Supplies	58.00	0.00	58.00	0.0%
554 30 35 00 Fuel	25.00	0.00	25.00	0.0%
554 30 41 00 Disposal Fees/county	25.00	0.00	25.00	0.0%
554 30 45 04 Kennel Maintenance	300.00	0.00	300.00	0.0%

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001 General Government Fund #001 01/01/2019 To: 12/31/2019

Expenditures	Amt Budgeted	Expenditures	Remaining	
554 Environmental Services				
554 30 45 06 Utilities	312.00	0.00	312.00	0.0%
554 30 46 00 Insurance	362.00	0.00	362.00	0.0%
554 Environmental Services	3,974.00	0.00	3,974.00	0.0%
558 Community PLanning & Economic Developme				
524 60 10 00 Salaries & Wages - Building Official	9,000.00	0.00	9,000.00	0.0%
524 60 20 00 Benefits - Building Official	1,500.00	0.00	1,500.00	0.0%
524 60 21 00 Benefits - Health Care	1,200.00	0.00	1,200.00	0.0%
524 60 22 00 Benefits - Retirement	300.00	0.00	300.00	0.0%
524 60 30 00 Supplies	250.00	0.00	250.00	0.0%
524 60 42 08 Postage	250.00	0.00	250.00	0.0%
001 Protective Inspection Services	12,500.00	0.00	12,500.00	0.0%
557 30 00 00 Tourism Promotional Items	2,500.00	0.00	2,500.00	0.0%
557 30 44 00 Tourism (VCB Interlocal)	5,000.00	0.00	5,000.00	0.0%
557 30 47 00 Tourism Expenses	2,500.00	0.00	2,500.00	0.0%
557 30 48 02 Lodging/Meals/Travel	3,000.00	0.00	3,000.00	0.0%
557 30 48 03 City-Nation Conference Travel	3,000.00	0.00	3,000.00	0.0%
002 Tourism	16,000.00	0.00	16,000.00	0.0%
558 50 31 00 Supplies	300.00	0.00	300.00	0.0%
558 50 42 03 IT Service Provider	2,346.00	0.00	2,346.00	0.0%
558 50 42 04 E-Governance System	550.00	0.00	550.00	0.0%
558 50 42 05 PRA Compliance Software	249.00	0.00	249.00	0.0%
558 50 42 06 City Web Site	109.00	0.00	109.00	0.0%
558 50 42 07 Web Bill Pay Services	60.00	0.00	60.00	0.0%
558 50 42 08 Postage	150.00	0.00	150.00	0.0%
558 50 42 10 Office Productivity Software	1,296.00	0.00	1,296.00	0.0%
558 50 49 00 Dues/membership/misc.	125.00	0.00	125.00	0.0%
558 60 10 00 Salaries & Wages	12,151.00	0.00	12,151.00	0.0%
558 60 20 00 Benefits	1,823.00	0.00	1,823.00	0.0%
558 60 21 00 Benefits - Health Care	1,458.00	0.00	1,458.00	0.0%
558 60 22 00 Benefits - Retirement	365.00	0.00	365.00	0.0%
558 60 31 00 Supplies	250.00	0.00	250.00	0.0%
558 60 42 00 Engineering Services Planning	7,500.00	0.00	7,500.00	0.0%
558 60 44 00 Planning Services Contract	29,000.00	0.00	29,000.00	0.0%
558 60 45 01 Printing	100.00	0.00	100.00	0.0%
558 60 46 00 Insurance	484.00	0.00	484.00	0.0%
558 60 47 00 Advertising/planning	250.00	0.00	250.00	0.0%
558 60 48 01 Training/Education	250.00	0.00	250.00	0.0%
558 60 48 02 Meals/Lodging/Travel	750.00	0.00	750.00	0.0%
558 60 49 00 TRPC Dues	1,875.00	0.00	1,875.00	0.0%
003 Planning	61,441.00	0.00	61,441.00	0.0%
558 70 45 00 Professional Services - EDC Contract	5,000.00	0.00	5,000.00	0.0%
558 70 45 07 Professional Services - Grant Writer	5,000.00	0.00	5,000.00	0.0%
004 Economic Development	10,000.00	0.00	10,000.00	0.0%
558 Community PLanning & Economic Developme	99,941.00	0.00	99,941.00	0.0%

560 Social Services

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Expenditures	Amt Budgeted	Expenditures	Remaining	
560 Social Services				
565 10 45 05 Food Warehouse Maintenance	750.00	0.00	750.00	0.0%
565 10 45 06 Food Warehouse Utilities	2,155.00	0.00	2,155.00	0.0%
565 40 49 01 CIP Dues	1,186.00	0.00	1,186.00	0.0%
566 00 00 00 Employee Assistance Program	150.00	0.00	150.00	0.0%
560 Social Services	4,241.00	0.00	4,241.00	0.0%
572 Libraries				
572 50 10 00 Salaries & Wages	3,524.00	0.00	3,524.00	0.0%
572 50 20 00 Personnel Benefits	529.00	0.00	529.00	0.0%
572 50 21 00 Personnel Benefits - Health Care	423.00	0.00	423.00	0.0%
572 50 22 00 Personnel Benefits - Retirement	106.00	0.00	106.00	0.0%
572 50 31 00 Supplies & Maintenance	250.00	0.00	250.00	0.0%
572 50 31 01 Janitorial Supplies	150.00	0.00	150.00	0.0%
572 50 35 06 Fuel, F-150	100.00	0.00	100.00	0.0%
572 50 45 06 Utilities	4,737.00	0.00	4,737.00	0.0%
572 50 46 00 Insurance	1,932.00	0.00	1,932.00	0.0%
572 50 48 00 Repairs/maintenance	750.00	0.00	750.00	0.0%
572 Libraries	12,501.00	0.00	12,501.00	0.0%
575 Cultural & Recreational Facilities				
575 30 10 00 Salaries & Wages	2,287.00	0.00	2,287.00	0.0%
575 30 20 00 Benefits - Taxes	343.00	0.00	343.00	0.0%
575 30 21 00 Benefits - Health Care	274.00	0.00	274.00	0.0%
575 30 22 00 Benefits - Retirement	69.00	0.00	69.00	0.0%
575 30 42 00 Telephone (Land Line)	782.00	0.00	782.00	0.0%
575 30 42 03 IT Service Provider	391.00	0.00	391.00	0.0%
575 30 42 05 PRA Compliance Software	249.00	0.00	249.00	0.0%
575 30 42 06 City Web Site	109.00	0.00	109.00	0.0%
575 30 42 10 Office Productivity Software	216.00	0.00	216.00	0.0%
575 30 45 05 Repairs & Maintenance	1,000.00	0.00	1,000.00	0.0%
575 30 45 06 Utilities	5,200.00	0.00	5,200.00	0.0%
575 30 46 00 Insurance	2,899.00	0.00	2,899.00	0.0%
030 Museum	13,819.00	0.00	13,819.00	0.0%
575 50 10 00 Salaries & Wages	11,371.00	0.00	11,371.00	0.0%
575 50 20 00 Benefits - Taxes	1,706.00	0.00	1,706.00	0.0%
575 50 21 00 Benefits - Health Care	1,364.00	0.00	1,364.00	0.0%
575 50 22 00 Benefits - Retirement	341.00	0.00	341.00	0.0%
575 50 31 00 Supplies	500.00	0.00	500.00	0.0%
575 50 31 01 Janitorial Supplies	350.00	0.00	350.00	0.0%
575 50 35 06 Fuel, F-150	100.00	0.00	100.00	0.0%
575 50 42 00 Telephone (Land Line)	500.00	0.00	500.00	0.0%
575 50 42 05 PRA Compliance Software	249.00	0.00	249.00	0.0%
575 50 42 06 City Web Site	109.00	0.00	109.00	0.0%
575 50 42 07 Web Bill Pay Services	35.00	0.00	35.00	0.0%
575 50 45 05 Repairs & Maintenance	1,000.00	0.00	1,000.00	0.0%
575 50 45 06 Utilities	3,500.00	0.00	3,500.00	0.0%
575 50 46 00 Insurance	1,933.00	0.00	1,933.00	0.0%
050 Quarry House	23,058.00	0.00	23,058.00	0.0%

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001 General Government Fund #001 01/01/2019 To: 12/31/2019

Expenditures	Amt Budgeted	Expenditures	Remaining	
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575 Cultural & Recreational Facilities

575 Cultural & Recreational Facilities	36,877.00	0.00	36,877.00	0.0%
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576 Park Facilities

576 30 10 00 Salaries & Wages	13,349.00	0.00	13,349.00	0.0%
576 30 20 00 Benefits - Taxes	2,003.00	0.00	2,003.00	0.0%
576 30 21 00 Benefits - Health Care	1,602.00	0.00	1,602.00	0.0%
576 30 22 00 Benefits - Retirement	401.00	0.00	401.00	0.0%
576 30 35 08 Fuel, Ford Ranger	150.00	0.00	150.00	0.0%
576 30 53 00 Taxes & Assessments	125.00	0.00	125.00	0.0%

030 Campgrounds	17,630.00	0.00	17,630.00	0.0%
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576 40 10 00 Salaries & Wages	13,349.00	0.00	13,349.00	0.0%
576 40 20 00 Benefits - Taxes	2,003.00	0.00	2,003.00	0.0%
576 40 21 00 Benefits - Health Care	1,602.00	0.00	1,602.00	0.0%
576 40 22 00 Benefits - Retirement	401.00	0.00	401.00	0.0%
576 40 31 00 Supplies	200.00	0.00	200.00	0.0%
576 40 35 06 Fuel, F-150	25.00	0.00	25.00	0.0%
576 40 35 08 Fuel, Ford Ranger	75.00	0.00	75.00	0.0%
576 40 35 10 Fuel, John Deer Tractor	950.00	0.00	950.00	0.0%
576 40 35 34 Fuel, Dump Truck	50.00	0.00	50.00	0.0%
576 40 45 05 Repairs & Maintenance	800.00	0.00	800.00	0.0%
576 40 45 06 Utilities	1,000.00	0.00	1,000.00	0.0%
576 40 46 00 Insurance	967.00	0.00	967.00	0.0%

040 Ballfields & Concession Stand	21,422.00	0.00	21,422.00	0.0%
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576 80 10 00 Salaries & Wages	13,349.00	0.00	13,349.00	0.0%
576 80 20 00 Benefits - Taxes	2,003.00	0.00	2,003.00	0.0%
576 80 21 00 Benefits - Health Care	1,602.00	0.00	1,602.00	0.0%
576 80 22 00 Benefits - Retirement	401.00	0.00	401.00	0.0%
576 80 31 00 Supplies	1,500.00	0.00	1,500.00	0.0%
576 80 34 00 Small Equipment	500.00	0.00	500.00	0.0%
576 80 35 03 Fuel, Chevy C2500	300.00	0.00	300.00	0.0%
576 80 35 04 Fuel, Dump Truck	50.00	0.00	50.00	0.0%
576 80 35 06 Fuel, F-150	100.00	0.00	100.00	0.0%
576 80 35 08 Fuel, Ford Ranger	75.00	0.00	75.00	0.0%
576 80 35 11 Fuel, Kubota (Diesel)	950.00	0.00	950.00	0.0%
576 80 42 03 IT Service Provider	391.00	0.00	391.00	0.0%
576 80 42 05 PRA Compliance Software	249.00	0.00	249.00	0.0%
576 80 42 06 City Web Site	109.00	0.00	109.00	0.0%
576 80 42 10 Office Productivity Software	216.00	0.00	216.00	0.0%
576 80 45 05 Repairs & Maintenance (Park)	1,000.00	0.00	1,000.00	0.0%
576 80 45 06 Utilities	7,500.00	0.00	7,500.00	0.0%
576 80 46 00 Insurance (Park)	4,830.00	0.00	4,830.00	0.0%
576 80 53 00 Property Taxes	237.00	0.00	237.00	0.0%

080 Park Core & Playground	35,362.00	0.00	35,362.00	0.0%
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576 Park Facilities	74,414.00	0.00	74,414.00	0.0%
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580 Other Decreases In Fund Resources

586 00 00 02 Deposit Refund / Special Events	750.00	0.00	750.00	0.0%
589 10 00 01 Deposit Refunds / Facility Rental	2,400.00	0.00	2,400.00	0.0%

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001 General Government Fund #001 01/01/2019 To: 12/31/2019

Expenditures	Amt Budgeted	Expenditures	Remaining	
580 Other Decreases In Fund Resources				
589 10 00 04	Deposit Refund/Hydrant Meter	102.00	0.00	102.00 0.0%
589 30 00 02	Building Code Fees	119.00	0.00	119.00 0.0%
589 30 00 03	Crime Victim Comp Fund	500.00	0.00	500.00 0.0%
589 30 00 04	Trauma	750.00	0.00	750.00 0.0%
589 30 00 05	Auto Theft Prevention	1,500.00	0.00	1,500.00 0.0%
589 30 00 06	Trauma Brain Injury	300.00	0.00	300.00 0.0%
589 30 00 07	State Fees 3	250.00	0.00	250.00 0.0%
589 30 00 08	WSP Highway Account	255.00	0.00	255.00 0.0%
589 30 00 09	Highway Safety	62.00	0.00	62.00 0.0%
589 30 00 10	Death Investigation	75.00	0.00	75.00 0.0%
589 30 00 15	Liquor Board Profits & Excise Taxes	500.00	0.00	500.00 0.0%
589 30 00 16	Distracted Driving Prevention Account	0.00	0.00	0.00 0.0%
589 91 00 00	State Fees	13,000.00	0.00	13,000.00 0.0%
589 92 00 00	State Fees 2	6,137.00	0.00	6,137.00 0.0%
589 97 00 00	JIS	4,035.00	0.00	4,035.00 0.0%
589 99 00 00	School Zone Safety	300.00	0.00	300.00 0.0%
599 99 00 99	Payroll Benefit Clearing Account	0.00	0.00	0.00 0.0%
580 Other Decreases In Fund Resources		31,035.00	0.00	31,035.00 0.0%
597 Interfund Transfers				
597 00 00 01	Transfer To Quarry Pool (Fund 002)	7,467.00	0.00	7,467.00 0.0%
597 00 00 02	Transfer To Street Fund (#101)	8,620.00	0.00	8,620.00 0.0%
597 Interfund Transfers		16,087.00	0.00	16,087.00 0.0%
999 Ending Balance				
508 80 00 01	Ending Balance	0.00	0.00	0.00 0.0%
999 Ending Balance		0.00	0.00	0.00 0.0%
Fund Expenditures:		1,067,045.00	0.00	1,067,045.00 0.0%
Fund Excess/(Deficit):		64,177.00	0.00	

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002 Quarry Pool Fund #002 01/01/2019 To: 12/31/2019

Revenues	Amt Budgeted	Revenues	Remaining	
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308 Beginning Balances

308 00 00 02 Beginning Balance	0.00	0.00	0.00	0.0%
308 Beginning Balances	0.00	0.00	0.00	0.0%

340 Charges For Services

347 30 00 02 Swimming Pool Revenues	26,000.00	0.00	26,000.00	0.0%
340 Charges For Services	26,000.00	0.00	26,000.00	0.0%

360 Misc Revenues

367 11 05 02 Quarry Pool Donations	13,000.00	0.00	13,000.00	0.0%
360 Misc Revenues	13,000.00	0.00	13,000.00	0.0%

397 Interfund Transfers

397 00 00 01 Transfer From #001	7,467.00	0.00	7,467.00	0.0%
397 Interfund Transfers	7,467.00	0.00	7,467.00	0.0%

Fund Revenues:	46,467.00	0.00	46,467.00	0.0%
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Expenditures	Amt Budgeted	Expenditures	Remaining	
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576 Park Facilities

576 20 10 02 Salaries & Wages - Lifeguards	18,000.00	0.00	18,000.00	0.0%
576 20 20 00 Benefits - Taxes - Lifeguards	2,700.00	0.00	2,700.00	0.0%
576 20 21 02 Benefits - Health Care - Lifeguards	2,160.00	0.00	2,160.00	0.0%
576 20 22 00 Benefits - Retirement - Lifeguards	540.00	0.00	540.00	0.0%
576 20 42 05 PRA Compliance Software	249.00	0.00	249.00	0.0%
576 20 42 06 City Web Site	109.00	0.00	109.00	0.0%
576 20 42 07 Web Bill Pay Service Provider	90.00	0.00	90.00	0.0%
576 20 44 00 Lifeguard Vacancy Announcements	350.00	0.00	350.00	0.0%
576 20 46 02 Insurance (Pool)	967.00	0.00	967.00	0.0%
576 20 47 02 Utilities	3,500.00	0.00	3,500.00	0.0%
576 20 49 00 Visitor & Convention Bureau Dues	100.00	0.00	100.00	0.0%
576 20 49 02 Operating Permit/Taxes	1,324.00	0.00	1,324.00	0.0%
576 20 49 03 Lifeguard Training	1,000.00	0.00	1,000.00	0.0%

100 Pool Operations	31,089.00	0.00	31,089.00	0.0%
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576 20 10 03 Salaries & Wages - Full Time Employees	9,676.00	0.00	9,676.00	0.0%
576 20 20 01 Benefits - Taxes - Full Time	1,452.00	0.00	1,452.00	0.0%
576 20 21 03 Benefits - Health Care - Full Time Employees	761.00	0.00	761.00	0.0%
576 20 22 01 Benefits - Retirement - Full Time	290.00	0.00	290.00	0.0%
576 20 31 02 Supplies	2,200.00	0.00	2,200.00	0.0%
576 20 48 02 Repairs & Maintenance (Pool)	1,000.00	0.00	1,000.00	0.0%

200 Pool Maintenance	15,379.00	0.00	15,379.00	0.0%
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576 Park Facilities	46,468.00	0.00	46,468.00	0.0%
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999 Ending Balance

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002 Quarry Pool Fund #002		01/01/2019 To: 12/31/2019			
Expenditures	Amt Budgeted	Expenditures	Remaining		
999 Ending Balance					
508 80 00 02 Ending Balance	0.00	0.00	0.00	0.00	0.0%
999 Ending Balance	0.00	0.00	0.00	0.00	0.0%
<hr/>					
Fund Expenditures:	46,468.00	0.00	46,468.00	0.00	0.0%
<hr/>					
Fund Excess/(Deficit):	(1.00)	0.00			

2019 BUDGET POSITION

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101 City Street Fund #101 01/01/2019 To: 12/31/2019

	Amt Budgeted	Revenues	Remaining	
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308 Beginning Balances

308 00 00 03 Beginning Balance	26,624.23	0.00	26,624.23	0.0%
308 Beginning Balances	26,624.23	0.00	26,624.23	0.0%

310 Taxes

318 35 00 00 REET	15,559.00	0.00	15,559.00	0.0%
310 Taxes	15,559.00	0.00	15,559.00	0.0%

320 Licenses & Permits

322 40 00 00 Street Use Permit	591.00	0.00	591.00	0.0%
320 Licenses & Permits	591.00	0.00	591.00	0.0%

330 Intergovernmental Revenues

336 00 71 00 Multimodal Transpo City	2,463.00	0.00	2,463.00	0.0%
336 00 87 00 Mv Fuel Tax - Streets	36,985.00	0.00	36,985.00	0.0%
330 Intergovernmental Revenues	39,448.00	0.00	39,448.00	0.0%

360 Misc Revenues

361 11 45 21 Investment Interest	248.00	0.00	248.00	0.0%
360 Misc Revenues	248.00	0.00	248.00	0.0%

397 Interfund Transfers

397 00 00 02 Transfer From #001	8,620.00	0.00	8,620.00	0.0%
397 Interfund Transfers	8,620.00	0.00	8,620.00	0.0%

Fund Revenues:	91,090.23	0.00	91,090.23	0.0%
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	Amt Budgeted	Expenditures	Remaining	
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542 Roads/Streets Ordinary Maintenance

542 30 10 00 Salaries & Wages	26,951.00	0.00	26,951.00	0.0%
542 30 20 00 Benefits - Taxes	6,738.00	0.00	6,738.00	0.0%
542 30 21 00 Benefits - Health Care	5,390.00	0.00	5,390.00	0.0%
542 30 22 00 Benefits - Retirement	1,348.00	0.00	1,348.00	0.0%
542 30 31 00 Supplies	1,000.00	0.00	1,000.00	0.0%
542 30 33 00 Small Tools	200.00	0.00	200.00	0.0%
542 30 35 00 Fuel, Unspecified	50.00	0.00	50.00	0.0%
542 30 35 02 Fuel, Chevy 1/2t	1,000.00	0.00	1,000.00	0.0%
542 30 35 04 Fuel, Dump Truck	150.00	0.00	150.00	0.0%
542 30 35 09 Fuel, Grader	50.00	0.00	50.00	0.0%
542 30 35 11 Fuel, Street Sweeper	150.00	0.00	150.00	0.0%
542 30 35 12 Fuel, Vector Truck	150.00	0.00	150.00	0.0%
542 30 42 01 Internet Service	200.00	0.00	200.00	0.0%
542 30 42 03 IT Service Provider	391.00	0.00	391.00	0.0%
542 30 42 06 City Web Site	109.00	0.00	109.00	0.0%
542 30 42 10 Office Productivity Software	216.00	0.00	216.00	0.0%

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101 City Street Fund #101 01/01/2019 To: 12/31/2019

Expenditures	Amt Budgeted	Expenditures	Remaining	
542 Roads/Streets Ordinary Maintenance				
542 30 46 00 Insurance	2,899.00	0.00	2,899.00	0.0%
542 30 48 01 Auto Repair	1,500.00	0.00	1,500.00	0.0%
542 30 48 02 Maintenance/repair	3,500.00	0.00	3,500.00	0.0%
542 63 47 00 Utilities / Street Lighting	32,000.00	0.00	32,000.00	0.0%
542 64 48 00 Traffic Control Devices	1,000.00	0.00	1,000.00	0.0%
542 67 50 00 Street Cleaning	500.00	0.00	500.00	0.0%
542 67 50 01 Street Painting/Striping	1,000.00	0.00	1,000.00	0.0%
542 Roads/Streets Ordinary Maintenance	86,492.00	0.00	86,492.00	0.0%
594 Capital Expenditures				
595 10 41 01 Professional Engineering Services	1,000.00	0.00	1,000.00	0.0%
595 30 50 00 Street Sign Replacement	2,000.00	0.00	2,000.00	0.0%
595 30 63 03 Pot Hole Supplies	1,500.00	0.00	1,500.00	0.0%
594 Capital Expenditures	4,500.00	0.00	4,500.00	0.0%
999 Ending Balance				
508 80 00 03 Ending Balance	0.00	0.00	0.00	0.0%
999 Ending Balance	0.00	0.00	0.00	0.0%
Fund Expenditures:	90,992.00	0.00	90,992.00	0.0%
Fund Excess/(Deficit):	98.23	0.00		

2019 BUDGET POSITION

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109 Contingency Fund #109 01/01/2019 To: 12/31/2019

	Amt Budgeted	Revenues	Remaining	
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308 Beginning Balances

308 00 00 04 Beginning Balance	120,903.87	0.00	120,903.87	0.0%
308 Beginning Balances	120,903.87	0.00	120,903.87	0.0%

360 Misc Revenues

361 11 45 22 Investment Interest	236.00	0.00	236.00	0.0%
360 Misc Revenues	236.00	0.00	236.00	0.0%

Fund Revenues:	121,139.87	0.00	121,139.87	0.0%
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	Amt Budgeted	Expenditures	Remaining	
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999 Ending Balance

508 10 00 01 Ending Balance	0.00	0.00	0.00	0.0%
999 Ending Balance	0.00	0.00	0.00	0.0%

Fund Expenditures:	0.00	0.00	0.00	0.0%
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Fund Excess/(Deficit):	121,139.87	0.00		
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2019 BUDGET POSITION

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310 Municipal Capital Imp Fund 310 01/01/2019 To: 12/31/2019

Revenues	Amt Budgeted	Revenues	Remaining	
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308 Beginning Balances

308 00 00 05 Beginning Balance	85,000.00	0.00	85,000.00	0.0%
308 Beginning Balances	85,000.00	0.00	85,000.00	0.0%

310 Taxes

318 34 03 01 REET	28,957.00	0.00	28,957.00	0.0%
310 Taxes	28,957.00	0.00	28,957.00	0.0%

330 Intergovernmental Revenues

333 14 00 00 CDBG Grant - Quarry Pool Renovation	217,000.00	0.00	217,000.00	0.0%
334 02 73 12 Y-T Trail Feasibility Study Grant	64,875.00	0.00	64,875.00	0.0%
337 00 00 01 Port Of Olympia Small Cities Grant	10,000.00	0.00	10,000.00	0.0%
337 00 00 02 2019 Heritage Grant	10,000.00	0.00	10,000.00	0.0%
337 00 00 03 Nisqually Tribe Grant	5,000.00	0.00	5,000.00	0.0%
330 Intergovernmental Revenues	306,875.00	0.00	306,875.00	0.0%

360 Misc Revenues

361 11 45 23 Investment Interest	716.00	0.00	716.00	0.0%
360 Misc Revenues	716.00	0.00	716.00	0.0%

390 Other Financing Sources

395 10 00 01 Sale Of Fire Station	30,346.00	0.00	30,346.00	0.0%
395 11 00 01 Interest From Sale Of Fire Station	3,259.00	0.00	3,259.00	0.0%
390 Other Financing Sources	33,605.00	0.00	33,605.00	0.0%

Fund Revenues:	455,153.00	0.00	455,153.00	0.0%
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Expenditures	Amt Budgeted	Expenditures	Remaining	
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521 Law Enforcement

594 21 45 00 Law Enforcement - Vehicle Lease	27,627.00	0.00	27,627.00	0.0%
521 Law Enforcement	27,627.00	0.00	27,627.00	0.0%

558 Community PLanning & Economic Developme

558 70 60 01 Facade Improvement Grants	5,000.00	0.00	5,000.00	0.0%
558 Community PLanning & Economic Developme	5,000.00	0.00	5,000.00	0.0%

576 Park Facilities

594 75 60 01 Museum	500.00	0.00	500.00	0.0%
576 Park Facilities	500.00	0.00	500.00	0.0%

594 Capital Expenditures

594 18 60 02 Professional Services - Engineer Cont	500.00	0.00	500.00	0.0%
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310 Municipal Capital Imp Fund 310

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

Expenditures	Amt Budgeted	Expenditures	Remaining	
594 Capital Expenditures				
594 18 60 03 Danger Tree Management	5,000.00	0.00	5,000.00	0.0%
594 18 60 04 PW Shop Add-on	15,000.00	0.00	15,000.00	0.0%
594 18 62 01 Library	500.00	0.00	500.00	0.0%
594 42 60 62 Street Striping Machine	6,000.00	0.00	6,000.00	0.0%
594 76 60 00 Park Improvements - General	15,000.00	0.00	15,000.00	0.0%
594 76 60 04 Quarry Pool Renovation Project	217,000.00	0.00	217,000.00	0.0%
594 76 63 02 Campground Improvements	1,250.00	0.00	1,250.00	0.0%
594 79 41 01 Y-T Trail Feasibility Study	64,875.00	0.00	64,875.00	0.0%
594 Capital Expenditures	325,125.00	0.00	325,125.00	0.0%
999 Ending Balance				
508 80 00 04 Ending Balance	0.00	0.00	0.00	0.0%
999 Ending Balance	0.00	0.00	0.00	0.0%
Fund Expenditures:	358,252.00	0.00	358,252.00	0.0%
Fund Excess/(Deficit):	96,901.00	0.00		

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401 Water Fund 01/01/2019 To: 12/31/2019

Revenues	Amt Budgeted	Revenues	Remaining	
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308 Beginning Balances

308 00 00 06 Beginning Balance	800,000.00	0.00	800,000.00	0.0%
308 Beginning Balances	800,000.00	0.00	800,000.00	0.0%

340 Charges For Services

343 40 00 00 Water Services	227,135.00	0.00	227,135.00	0.0%
343 40 00 02 Water Account Activation Fee	3,403.00	0.00	3,403.00	0.0%
343 40 03 00 Excise Tax	291.00	0.00	291.00	0.0%
343 40 04 00 Hydrant Permits	150.00	0.00	150.00	0.0%
359 00 00 04 Late Charge Penalty - Water	15,000.00	0.00	15,000.00	0.0%
340 Charges For Services	245,979.00	0.00	245,979.00	0.0%

360 Misc Revenues

361 11 45 24 Interest	1,907.00	0.00	1,907.00	0.0%
360 Misc Revenues	1,907.00	0.00	1,907.00	0.0%

Fund Revenues:	1,047,886.00	0.00	1,047,886.00	0.0%
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Expenditures	Amt Budgeted	Expenditures	Remaining	
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534 Water Utilities

534 00 40 00 Audit Costs	1,284.00	0.00	1,284.00	0.0%
534 80 10 00 Salaries & Wages	91,803.00	0.00	91,803.00	0.0%
534 80 20 00 Benefits - Taxes	13,770.00	0.00	13,770.00	0.0%
534 80 21 00 Benefits - Health Care	11,016.00	0.00	11,016.00	0.0%
534 80 22 00 Benefits - Retirement	2,754.00	0.00	2,754.00	0.0%
534 80 23 00 Safety Clothing	1,200.00	0.00	1,200.00	0.0%
534 80 31 00 Supplies	7,000.00	0.00	7,000.00	0.0%
534 80 31 01 Corrosion Control Supplies	3,000.00	0.00	3,000.00	0.0%
534 80 33 00 Small Tools & Equipment	1,500.00	0.00	1,500.00	0.0%
534 80 35 00 Fuel, Unspecified	500.00	0.00	500.00	0.0%
534 80 35 01 Fuel, Backhoe	100.00	0.00	100.00	0.0%
534 80 35 03 Fuel, Chevy 3/4t	2,600.00	0.00	2,600.00	0.0%
534 80 35 04 Fuel, Dump Truck	100.00	0.00	100.00	0.0%
534 80 35 13 Fuel, Kumatsu	100.00	0.00	100.00	0.0%
534 80 35 15 Fuel, Vactor Truck	100.00	0.00	100.00	0.0%
534 80 42 00 Telephone (Land Line)	2,000.00	0.00	2,000.00	0.0%
534 80 42 01 Internet Connectivity	900.00	0.00	900.00	0.0%
534 80 42 03 IT Service Provider	391.00	0.00	391.00	0.0%
534 80 42 05 PRA Compliance Software	249.00	0.00	249.00	0.0%
534 80 42 06 City Web Site	109.00	0.00	109.00	0.0%
534 80 42 07 Web Bill Pay Service Provider	420.00	0.00	420.00	0.0%
534 80 42 08 Postage	2,500.00	0.00	2,500.00	0.0%
534 80 42 09 Telephone (Cellular)	1,500.00	0.00	1,500.00	0.0%
534 80 42 10 Office Productivity Software	216.00	0.00	216.00	0.0%
534 80 45 03 Professional Testing Service	2,000.00	0.00	2,000.00	0.0%
534 80 45 04 Repair & Maintenance	15,000.00	0.00	15,000.00	0.0%
534 80 45 05 Computer Software Maintenance	15,000.00	0.00	15,000.00	0.0%
534 80 46 00 Insurance	21,250.00	0.00	21,250.00	0.0%
534 80 47 00 Utilities	13,603.00	0.00	13,603.00	0.0%
534 80 48 01 Education / Training	1,000.00	0.00	1,000.00	0.0%

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401 Water Fund 01/01/2019 To: 12/31/2019

Expenditures	Amt Budgeted	Expenditures	Remaining	
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534 Water Utilities

534 80 48 02	Meals/Lodging/Travel	1,500.00	0.00	1,500.00	0.0%
534 80 49 00	Misc Dues, Subs & Tuition	2,000.00	0.00	2,000.00	0.0%
534 80 50 00	Lien Fees	170.00	0.00	170.00	0.0%
534 80 53 00	State Water Excise Tax	13,000.00	0.00	13,000.00	0.0%
534 Water Utilities		229,635.00	0.00	229,635.00	0.0%

999 Ending Balance

508 80 00 05	Ending Balance	0.00	0.00	0.00	0.0%
999 Ending Balance		0.00	0.00	0.00	0.0%

Fund Expenditures:	229,635.00	0.00	229,635.00	0.0%
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Fund Excess/(Deficit):	818,251.00	0.00
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402 Water Capital Imp Fund 01/01/2019 To: 12/31/2019

Revenues	Amt Budgeted	Revenues	Remaining	
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308 Beginning Balances

308 00 00 07 Beginning Balance	500,000.00	0.00	500,000.00	0.0%
308 Beginning Balances	500,000.00	0.00	500,000.00	0.0%

340 Charges For Services

343 40 01 00 Water Surcharge/cap. Improve	60,734.00	0.00	60,734.00	0.0%
343 40 02 00 Tapping Fees	78,750.00	0.00	78,750.00	0.0%
343 40 06 00 Meter Installation	500.00	0.00	500.00	0.0%
340 Charges For Services	139,984.00	0.00	139,984.00	0.0%

360 Misc Revenues

361 11 45 25 Investment Interest	461.00	0.00	461.00	0.0%
360 Misc Revenues	461.00	0.00	461.00	0.0%

Fund Revenues:	640,445.00	0.00	640,445.00	0.0%
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Expenditures	Amt Budgeted	Expenditures	Remaining	
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591 Debt Repayment

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

594 Capital Expenditures

534 20 41 00 Water Comp Plan Update	7,500.00	0.00	7,500.00	0.0%
594 34 61 00 Water Rights	40,000.00	0.00	40,000.00	0.0%
594 34 61 01 Third Well	30,000.00	0.00	30,000.00	0.0%
594 34 63 01 Well #1	10,000.00	0.00	10,000.00	0.0%
594 34 63 02 Fire Hydrants	2,500.00	0.00	2,500.00	0.0%
594 34 63 09 Water Main Replacement	10,000.00	0.00	10,000.00	0.0%
594 34 64 00 Computer Purchase	750.00	0.00	750.00	0.0%
594 34 64 05 Radio Read Meter Reading	2,000.00	0.00	2,000.00	0.0%
594 34 65 00 Water System Repairs	5,000.00	0.00	5,000.00	0.0%
594 34 66 01 Water Valve Exercise Tool	5,000.00	0.00	5,000.00	0.0%
594 34 66 02 Mower Head	6,500.00	0.00	6,500.00	0.0%
595 50 60 02 PW Shop Extension	15,000.00	0.00	15,000.00	0.0%
594 Capital Expenditures	134,250.00	0.00	134,250.00	0.0%

999 Ending Balance

508 80 00 06 Ending Balance	0.00	0.00	0.00	0.0%
999 Ending Balance	0.00	0.00	0.00	0.0%

Fund Expenditures:	140,796.00	0.00	140,796.00	0.0%
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Fund Excess/(Deficit):	499,649.00	0.00		
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2019 BUDGET POSITION

City Of Tenino
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403 Stormwater Fund 01/01/2019 To: 12/31/2019

Revenues	Amt Budgeted	Revenues	Remaining	
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308 Beginning Balances

308 00 00 08 Beginning Balance	35,000.00	0.00	35,000.00	0.0%
308 Beginning Balances	35,000.00	0.00	35,000.00	0.0%

360 Misc Revenues

361 11 45 26 Investment Interest	144.00	0.00	144.00	0.0%
360 Misc Revenues	144.00	0.00	144.00	0.0%

Fund Revenues:	35,144.00	0.00	35,144.00	0.0%
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Expenditures	Amt Budgeted	Expenditures	Remaining	
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543 Roads/Streets General Administration And Ove

543 40 10 00 Salaries And Wages	5,764.00	0.00	5,764.00	0.0%
543 40 20 00 Benefits - Taxes	865.00	0.00	865.00	0.0%
543 40 21 00 Benefits - Health Care	692.00	0.00	692.00	0.0%
543 40 22 00 Benefits - Retirement	173.00	0.00	173.00	0.0%
543 40 31 00 Maintenance & Repairs	375.00	0.00	375.00	0.0%
543 40 43 01 Stormwater Plan Update	3,750.00	0.00	3,750.00	0.0%
543 40 45 01 Old 99 Ditch Cleaning	1,250.00	0.00	1,250.00	0.0%
595 50 64 03 Storm Drain Installation	2,500.00	0.00	2,500.00	0.0%
543 Roads/Streets General Administration And Ove	15,369.00	0.00	15,369.00	0.0%

999 Ending Balance

508 80 00 07 Ending Balance	0.00	0.00	0.00	0.0%
999 Ending Balance	0.00	0.00	0.00	0.0%

Fund Expenditures:	15,369.00	0.00	15,369.00	0.0%
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Fund Excess/(Deficit):	19,775.00	0.00		
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2019 BUDGET POSITION

City Of Tenino
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410 Sewer Fund 01/01/2019 To: 12/31/2019

Revenues	Amt Budgeted	Revenues	Remaining	
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308 Beginning Balances

308 00 00 09 Beginning Balance	500,000.00	0.00	500,000.00	0.0%
308 Beginning Balances	500,000.00	0.00	500,000.00	0.0%

340 Charges For Services

343 50 00 10 Sewer Services	1,030,000.00	0.00	1,030,000.00	0.0%
343 50 03 10 Excise Tax - Sewer	35,831.00	0.00	35,831.00	0.0%
340 Charges For Services	1,065,831.00	0.00	1,065,831.00	0.0%

350 Fines, Penalties, & Forfeitures

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

Fund Revenues:	1,580,831.00	0.00	1,580,831.00	0.0%
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Expenditures	Amt Budgeted	Expenditures	Remaining	
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535 Sewer/Reclaimed Water Utilities

535 10 10 10 Salaries & Wages	29,591.00	0.00	29,591.00	0.0%
535 10 20 10 Benefits - Taxes	4,439.00	0.00	4,439.00	0.0%
535 10 21 10 Benefits - Health Care	3,549.00	0.00	3,549.00	0.0%
535 10 22 10 Benefits - Retirement	887.00	0.00	887.00	0.0%
535 10 31 00 Office Supplies	650.00	0.00	650.00	0.0%
535 10 45 10 Other Services And Charges	1,300.00	0.00	1,300.00	0.0%
535 10 53 00 External Taxes/Op. Assessmts	34,000.00	0.00	34,000.00	0.0%
535 23 40 00 Audit Costs	2,600.00	0.00	2,600.00	0.0%
010 Admin	77,016.00	0.00	77,016.00	0.0%

535 50 10 00 Salaries & Wages	29,827.00	0.00	29,827.00	0.0%
535 50 20 00 Benefits - Taxes	4,474.00	0.00	4,474.00	0.0%
535 50 21 00 Benefits - Health Care	3,592.00	0.00	3,592.00	0.0%
535 50 22 00 Benefits - Retirement	895.00	0.00	895.00	0.0%
535 50 31 10 Supplies	1,500.00	0.00	1,500.00	0.0%
535 50 33 00 Small Tools & Equipment	500.00	0.00	500.00	0.0%
535 50 35 00 Fuel	100.00	0.00	100.00	0.0%
535 50 35 01 Fuel, Backhoe	100.00	0.00	100.00	0.0%
535 50 35 04 Fuel, Dump Truck	100.00	0.00	100.00	0.0%
535 50 35 13 Fuel, Kumatsu	100.00	0.00	100.00	0.0%
535 50 35 15 Fuel, Vector Truck	100.00	0.00	100.00	0.0%
535 50 35 16 Fuel, Chevy S-10	200.00	0.00	200.00	0.0%
535 50 40 00 Professional Services	2,000.00	0.00	2,000.00	0.0%
535 50 42 00 Commun	150.00	0.00	150.00	0.0%
535 50 45 00 Repairs & Maintenance	31,613.00	0.00	31,613.00	0.0%
535 50 45 06 Utility Locator Service (811)	100.00	0.00	100.00	0.0%
050 Collection System	75,351.00	0.00	75,351.00	0.0%

535 10 42 05 PRA Compliance Software	249.00	0.00	249.00	0.0%
535 10 42 06 City Web Site	109.00	0.00	109.00	0.0%
535 10 42 07 Web Bill Pay Service Provider	416.00	0.00	416.00	0.0%
535 10 42 08 Postage	2,500.00	0.00	2,500.00	0.0%
535 80 10 10 Salaries & Wages	34,808.00	0.00	34,808.00	0.0%

2019 BUDGET POSITION

City Of Tenino
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410 Sewer Fund 01/01/2019 To: 12/31/2019

Expenditures	Amt Budgeted	Expenditures	Remaining
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535 Sewer/Reclaimed Water Utilities

535 80 20 10	Benefits - Taxes	5,221.00	0.00	5,221.00	0.0%
535 80 21 10	Benefits - Health Care	4,177.00	0.00	4,177.00	0.0%
535 80 22 10	Benefits - Retirement	1,044.00	0.00	1,044.00	0.0%
535 80 25 01	Personnal Safety Equip/clothes	500.00	0.00	500.00	0.0%
535 80 30 10	Supplies	5,000.00	0.00	5,000.00	0.0%
535 80 33 00	Small Tools & Equipment	400.00	0.00	400.00	0.0%
535 80 34 00	Chemicals	4,000.00	0.00	4,000.00	0.0%
535 80 35 00	Fuel (generators)	900.00	0.00	900.00	0.0%
535 80 35 12	Fuel, Kubota, Gas	300.00	0.00	300.00	0.0%
535 80 35 16	Fuel, Chevy S-10	500.00	0.00	500.00	0.0%
535 80 42 00	Telephone (Land Line)	1,500.00	0.00	1,500.00	0.0%
535 80 42 01	Internet Connectivity	450.00	0.00	450.00	0.0%
535 80 42 03	IT Service Provider	391.00	0.00	391.00	0.0%
535 80 42 09	Telephone (Cellular)	1,800.00	0.00	1,800.00	0.0%
535 80 42 10	Office Productivity Software	216.00	0.00	216.00	0.0%
535 80 43 00	Education & Training	1,000.00	0.00	1,000.00	0.0%
535 80 45 08	Water/WasteWater Services Contract	80,000.00	0.00	80,000.00	0.0%
535 80 45 09	Laboratory Services	16,000.00	0.00	16,000.00	0.0%
535 80 45 10	Crane Services For Lifting	2,500.00	0.00	2,500.00	0.0%
535 80 45 43	Prof Services (Engineering)	1,000.00	0.00	1,000.00	0.0%
535 80 46 00	Insurance	33,808.00	0.00	33,808.00	0.0%
535 80 47 10	Utilities	38,996.00	0.00	38,996.00	0.0%
535 80 48 01	Sewer Equipment & Maintenance	12,949.00	0.00	12,949.00	0.0%
535 80 48 02	Computer Rep/Maint	2,500.00	0.00	2,500.00	0.0%
535 80 48 10	WWTP Repairs & Maintenance	15,000.00	0.00	15,000.00	0.0%
535 80 49 00	Dues/Memberships/Misc	150.00	0.00	150.00	0.0%
535 80 49 02	Permits/Licenses/Fees	2,750.00	0.00	2,750.00	0.0%
535 80 49 03	Manuals/Software/support	1,800.00	0.00	1,800.00	0.0%

080 WWTP	272,934.00	0.00	272,934.00	0.0%
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535 Sewer/Reclaimed Water Utilities	425,301.00	0.00	425,301.00	0.0%
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597 Interfund Transfers

597 00 00 20	USDA-RD Bond Principal Payment	64,915.00	0.00	64,915.00	0.0%
597 00 00 22	USDA-RD Bond Interest Payment	40,109.00	0.00	40,109.00	0.0%
597 00 00 30	PRE-119 Principal Payment	53,882.00	0.00	53,882.00	0.0%
597 00 00 31	PRE-119 Interest Payment	2,155.00	0.00	2,155.00	0.0%
597 00 00 40	PW-044 Principal Payment	387,226.00	0.00	387,226.00	0.0%
597 00 00 41	PW-044 Interest Payment	15,489.00	0.00	15,489.00	0.0%

597 Interfund Transfers	563,776.00	0.00	563,776.00	0.0%
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999 Ending Balance

508 80 00 08	Ending Balance	0.00	0.00	0.00	0.0%
999 Ending Balance		0.00	0.00	0.00	0.0%

Fund Expenditures:	989,077.00	0.00	989,077.00	0.0%
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2019 BUDGET POSITION

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410 Sewer Fund

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

Fund Excess/(Deficit):	591,754.00	0.00
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2019 BUDGET POSITION

City Of Tenino
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421 Sewer Capital Improvement Fund 01/01/2019 To: 12/31/2019

Revenues	Amt Budgeted	Revenues	Remaining	
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308 Beginning Balances

308 00 00 10 Beginning Balance	500,000.00	0.00	500,000.00	0.0%
308 Beginning Balances	500,000.00	0.00	500,000.00	0.0%

340 Charges For Services

343 50 00 00 Facility Charges - New Connection	177,622.00	0.00	177,622.00	0.0%
343 50 00 01 Sewer Capital Improvement Fee	15,000.00	0.00	15,000.00	0.0%
343 50 00 02 Facility Charge - Loan Repayment	27,500.00	0.00	27,500.00	0.0%
340 Charges For Services	220,122.00	0.00	220,122.00	0.0%

360 Misc Revenues

361 11 45 27 Investment Interest-	3,575.00	0.00	3,575.00	0.0%
360 Misc Revenues	3,575.00	0.00	3,575.00	0.0%

Fund Revenues:	723,697.00	0.00	723,697.00	0.0%
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Expenditures	Amt Budgeted	Expenditures	Remaining	
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594 Capital Expenditures

594 35 62 00 PW Shop Extension	15,000.00	0.00	15,000.00	0.0%
594 35 64 00 New Mower	7,500.00	0.00	7,500.00	0.0%
594 Capital Expenditures	22,500.00	0.00	22,500.00	0.0%

999 Ending Balance

508 80 00 09 Ending Balance	0.00	0.00	0.00	0.0%
999 Ending Balance	0.00	0.00	0.00	0.0%

Fund Expenditures:	22,500.00	0.00	22,500.00	0.0%
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Fund Excess/(Deficit):	701,197.00	0.00		
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2019 BUDGET POSITION

City Of Tenino
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422 Sewer Reserve Fund 01/01/2019 To: 12/31/2019

Revenues	Amt Budgeted	Revenues	Remaining	
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308 Beginning Balances

308 00 00 11 Beginning Balance	0.00	0.00	0.00	0.0%
308 Beginning Balances	0.00	0.00	0.00	0.0%

360 Misc Revenues

361 11 45 28 Investment Interest	140.00	0.00	140.00	0.0%
360 Misc Revenues	140.00	0.00	140.00	0.0%

397 Interfund Transfers

397 00 00 20 USDA-RD Bond Principal From #410	64,915.00	0.00	64,915.00	0.0%
397 00 00 21 USDA-RD Bond Interest From #410	40,109.00	0.00	40,109.00	0.0%
397 00 00 30 PRE 119 Principal From #410	53,882.00	0.00	53,882.00	0.0%
397 00 00 31 PRE-119 Interest From #410	2,155.00	0.00	2,155.00	0.0%
397 00 00 40 PW-044 Principal From #410	387,226.00	0.00	387,226.00	0.0%
397 00 00 41 PW-044 Interest From #410	15,489.00	0.00	15,489.00	0.0%
397 Interfund Transfers	563,776.00	0.00	563,776.00	0.0%

Fund Revenues:	563,916.00	0.00	563,916.00	0.0%
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Expenditures	Amt Budgeted	Expenditures	Remaining	
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591 Debt Repayment

591 35 70 02 USDA PRE-119 & PW-044 Interest Payments	17,644.00	0.00	17,644.00	0.0%
591 35 77 00 USDA RD DCFO Principal	64,915.00	0.00	64,915.00	0.0%
591 35 80 01 USDA PRE-119 & PW-044 Principal Payments	441,107.00	0.00	441,107.00	0.0%
592 34 83 00 UDSA RD DCFO Interest	40,109.00	0.00	40,109.00	0.0%
591 Debt Repayment	563,775.00	0.00	563,775.00	0.0%

999 Ending Balance

508 10 00 02 Ending Balance	0.00	0.00	0.00	0.0%
999 Ending Balance	0.00	0.00	0.00	0.0%

Fund Expenditures:	563,775.00	0.00	563,775.00	0.0%
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Fund Excess/(Deficit):	141.00	0.00		
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2019 BUDGET POSITION

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601 SWWAIP Trust Fund 01/01/2019 To: 12/31/2019

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances				
308 00 00 12 Beginning Balance	0.00	0.00	0.00	0.0%
308 Beginning Balances	0.00	0.00	0.00	0.0%

330 Intergovernmental Revenues

337 00 00 60 SWWAIP Funding From Port Of Olympia	75,000.00	0.00	75,000.00	0.0%
330 Intergovernmental Revenues	75,000.00	0.00	75,000.00	0.0%

Fund Revenues:	75,000.00	0.00	75,000.00	0.0%
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Expenditures	Amt Budgeted	Expenditures	Remaining	
580 Other Decreases In Fund Resources				
589 40 00 01 SWWAIP Initial Master Planning Effort	75,000.00	0.00	75,000.00	0.0%
580 Other Decreases In Fund Resources	75,000.00	0.00	75,000.00	0.0%

999 Ending Balance

508 10 00 03 Ending Balance	0.00	0.00	0.00	0.0%
999 Ending Balance	0.00	0.00	0.00	0.0%

Fund Expenditures:	75,000.00	0.00	75,000.00	0.0%
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Fund Excess/(Deficit):	0.00	0.00		
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2019 BUDGET POSITION

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631 Municipal Court Trust Fund #631 01/01/2019 To: 12/31/2019

Revenues	Amt Budgeted	Revenues	Remaining	
308 Beginning Balances				
308 00 00 13 Beginning Balance	0.00	0.00	0.00	0.0%
308 Beginning Balances	0.00	0.00	0.00	0.0%
380 Non Revenues				
386 00 00 00 Receipts From Court	45,000.00	0.00	45,000.00	0.0%
380 Non Revenues	45,000.00	0.00	45,000.00	0.0%
Fund Revenues:	45,000.00	0.00	45,000.00	0.0%
Expenditures	Amt Budgeted	Expenditures	Remaining	
580 Other Decreases In Fund Resources				
586 00 00 03 Expenditures For TMC	45,000.00	0.00	45,000.00	0.0%
580 Other Decreases In Fund Resources	45,000.00	0.00	45,000.00	0.0%
999 Ending Balance				
508 80 00 10 Ending Balance	0.00	0.00	0.00	0.0%
999 Ending Balance	0.00	0.00	0.00	0.0%
Fund Expenditures:	45,000.00	0.00	45,000.00	0.0%
Fund Excess/(Deficit):	0.00	0.00		

2019 BUDGET POSITION TOTALS

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Fund	Revenue Budgeted	Received		Expense Budgeted	Spent	
001 General Government Fund #001	1,131,222.00	0.00	0.0%	1,067,045.00	0.00	0%
002 Quarry Pool Fund #002	46,467.00	0.00	0.0%	46,468.00	0.00	0%
101 City Street Fund #101	91,090.23	0.00	0.0%	90,992.00	0.00	0%
109 Contingency Fund #109	121,139.87	0.00	0.0%	0.00	0.00	0%
310 Municipal Capital Imp Fund 310	455,153.00	0.00	0.0%	358,252.00	0.00	0%
401 Water Fund	1,047,886.00	0.00	0.0%	229,635.00	0.00	0%
402 Water Capital Imp Fund	640,445.00	0.00	0.0%	140,796.00	0.00	0%
403 Stormwater Fund	35,144.00	0.00	0.0%	15,369.00	0.00	0%
410 Sewer Fund	1,580,831.00	0.00	0.0%	989,077.00	0.00	0%
421 Sewer Capital Improvement Func	723,697.00	0.00	0.0%	22,500.00	0.00	0%
422 Sewer Reserve Fund	563,916.00	0.00	0.0%	563,775.00	0.00	0%
601 SWWAIP Trust Fund	75,000.00	0.00	0.0%	75,000.00	0.00	0%
631 Municipal Court Trust Fund #631	45,000.00	0.00	0.0%	45,000.00	0.00	0%
	<u>6,556,991.10</u>	<u>0.00</u>	<u>0.0%</u>	<u>3,643,909.00</u>	<u>0.00</u>	<u>0.0%</u>

Backup material for agenda item:

11. As discussed during the budget hearings, the Administration requests authority to enter into an agreement with LEXIPOL to provide education, training, and administrative support to the Tenino Police Department. The stated cost of the proposed agreement is \$7075 per annum, but the RMSA will reimburse up to half of those costs in the name of risk reduction.



AGREEMENT FOR USE OF SUBSCRIPTION MATERIAL

Agency's Name: Tenino Police Department
Agency's Address: 358 McClellan St S
Tenino, Washington 98589

Attention: Chief Robert Swain

Lexipol's Address: 2801 Network Boulevard, Suite 500
Frisco, Texas 75034

Attention: Rosemarie Curran

Effective Date:

(to be completed by Lexipol upon receipt of signed Agreement)

The Agreement for Use of Subscription Material is between Lexipol, LLC, a Delaware limited liability company ("**Lexipol**"), and the Agency identified above. The Agreement consists of (a) this cover sheet; (b) **Exhibit A** (Subscriptions Being Purchased and Subscription Fees) attached to this cover sheet (consisting of 1 page), and (c) **Exhibit B** (General Terms and Conditions) attached to this cover sheet (consisting of 5 pages). Capitalized terms that are used in Exhibit A and not defined therein shall have the respective meanings given to them in Exhibit B.

Agency

Lexipol

Signature: _____

Signature: _____

Print Name: Wayne Fournier

Print Name: Van Holland

Title: Mayor

Title: Chief Financial Officer

Date Signed: _____

Date Signed: _____

EXHIBIT A

SUBSCRIPTIONS BEING PURCHASED AND SUBSCRIPTION FEES

Agency is purchasing the following:

Annual Subscription January
2019 through December 2019

QTY	DESCRIPTION	UNIT PRICE	DISC	DISC AMT	EXTENDED
1	Annual Law Enforcement Policy Manual & Daily Training Bulletins w/Supplemental Publication Service (12 Months)	USD 3,763.00	5%	USD 188.00	USD 3,575.00
1	Law Enforcement Full Implementation	USD 5,250.00	USD 1750	USD 1,750.00	USD 3,500.00
	Subscription Line Items Total			USD 1,938.00	USD 7,075.00
				USD 1,938.00	USD 7,075.00
	Annual Subscription January 2019 through December 2019 Discount:				USD 1,938.00
	Annual Subscription January 2019 through December 2019 TOTAL:				USD 7,075.00

*Law Enforcement pricing is based on 4 Law Enforcement Sworn Officers.

Notes

AWC Grant to cover 50% of Subscription and Implementation. AWC Implementation with no more than 10% edits

Discount Notes

AWC Discount No additional charge for Dec 2018 (13-months for Year 1). Invoice in Dec 2018 for full amount, with annual subscription renewal in January 2020.

EXHIBIT B

GENERAL TERMS AND CONDITIONS

1. **Definitions.** For purposes of this Agreement, each of the following terms will have the meaning indicated in this Section:

1.1 **Agency's Account.** "**Agency's Account**" means the account by which Agency accesses the Subscription Materials.

1.2 **Agreement.** "**Agreement**" means (a) the cover sheet to which these General Terms and Conditions are attached, (b) Exhibit A (Subscriptions Being Purchased and Subscription Fees) attached to that cover sheet, and (c) these General Terms and Conditions.

1.3 **Initial Term/Contract Year.** "**Initial Term**" means the twelve-month period commencing on the Effective Date and "**Contract Year**" means each twelve-month period commencing on each anniversary of the Effective Date, except as may otherwise be modified by Section 2.1 Term below.

1.4 **Derivative Work.** "**Derivative Work**" means a work that is based on the Subscription Material or any portion thereof, such as a revision, modification, abridgement, condensation, expansion, or any other form in which the Subscription Material or any portion thereof may be recast, transformed, or adapted. For purposes of this Agreement, a Derivative Work also includes any compilation that incorporates any portion of the Subscription Material. Further, "**Derivative Work**" includes any work considered a "derivative work" under United States copyright law.

1.5 **Effective Date.** "**Effective Date**" means the date specified on the cover sheet to which these General Terms and Conditions are attached.

1.6 **Subscription Materials.** "**Subscription Materials**" means the policy manuals, supplemental policy publications, daily training bulletins and other materials provided by Lexipol to Agency from time to time during the term of this Agreement under the subscriptions purchased by Agency as specified in Exhibit A.

2. **Term and Termination.**

2.1 **Term.** This Agreement is effective upon the execution and delivery of this Agreement by both Lexipol and Agency, and shall continue in effect until the expiration of the Initial Term; provided, however, that the term of this Agreement will automatically be extended for successive one-year periods thereafter (each a Contract Year), unless either party gives written notice to the other party to the contrary not less than thirty (30) days prior to the expiration of the Initial Term or the then current Contract Year, as the case may be. Notwithstanding the foregoing, however, this Agreement will be subject to termination as provided in Section 2.2 below.

2.2 **Termination.** This Agreement may be terminated by either party, effective immediately, (a) in the event that the other party fails to discharge any obligation or remedy any default under this Agreement for a period of more than thirty (30) calendar days after it has been given written notice of such failure or default; or (b) in the event that the other party makes an assignment for the benefit of creditors or commences or has commenced against it any proceeding in bankruptcy, insolvency or reorganization pursuant to the bankruptcy laws of any applicable jurisdiction.

2.3 **Effect of Expiration or Termination.** Upon the expiration or termination of this Agreement, all of the rights granted to Agency by this Agreement to the subscriptions identified on Exhibit A shall automatically terminate. The termination or expiration of this Agreement shall not, however,

relieve either party from any obligation or liability that has accrued under this Agreement prior to the date of such termination or expiration. The right to terminate this Agreement pursuant to Section 2.2 above shall be in addition to, and not in lieu of, any other remedy, legal or equitable, to which the terminating party shall be entitled at law or in equity. The provisions of Sections 1 (Definitions), 4 (Copyright; Derivative Works; Lexipol's Ownership), 5 (Right to Use; Limitations on Use of Subscription Material and Derivative Works), 7 (Privacy Policy), 8 (Policy Adoption), 9 (Disclaimer of Liability), 10 (Limitation of Liability), 13 (Miscellaneous), and this Section 2.3 shall survive the expiration or termination of this Agreement for any reason whatsoever.

3. Subscription Fees, Etc.

3.1 Subscription Fee/Invoicing. Lexipol will invoice Agency at the commencement of the Subscription Service (Initial Term) and thirty (30) days prior to the date for each Contract Year (refer to 2.1 above). Agency will pay to Lexipol the subscription fee specified on Exhibit A within thirty (30) days following Agency's receipt of the invoice for such subscription and renewal fees. All invoices will be sent to Agency at the address for Agency specified on the cover sheet to which these General Terms and Conditions are attached. All payments will be made to Lexipol at the address for Lexipol specified on the cover sheet to which these General Terms and Conditions are attached. Lexipol reserves the right to increase pricing for subsequent Contract Years.

3.2 Taxes; Past Due Amounts. All amounts required to be paid under this Agreement, unless otherwise stated on Exhibit A, are exclusive of all taxes and similar fees now in force or enacted in the future imposed on the subscriptions purchased by Agency under this Agreement and/or delivery by Lexipol to Agency of Subscription Material, all of which Agency will be responsible for and will pay in full, except for taxes based on Lexipol's net income. In the event any amount owed by Agency is not paid when due, and such failure is not cured within ten (10) days after written notice thereof from Lexipol, then in addition to any other amount due, Agency shall pay a late payment charge on the overdue amount at a rate equal to the lower of (a) one percent (1%) per month, or (b) the highest rate permitted by applicable law.

4. Copyright; Derivative Works; Lexipol's Ownership. Agency acknowledges and agrees that the Subscription Material is a proprietary product of Lexipol, protected under U.S. copyright law, and that Lexipol reserves all rights not expressly granted in this Agreement. Subject to the terms and conditions contained in this Agreement, Lexipol hereby grants Agency the right to prepare Derivative Works, except as limited by the terms of this agreement; provided, however, that Agency acknowledges and agrees that Lexipol will be the sole owner of all right, title and interest in and to all Derivative Works prepared by or for Agency, including all copyrights and other intellectual property and proprietary rights therein or pertaining thereto, and Agency hereby assigns and transfers to Lexipol all right, title and interest in and to all Derivative Works prepared by or for Agency, including all copyrights and other intellectual property and proprietary rights therein or pertaining thereto. Agency will not remove from any copies of the Subscription Material provided by Lexipol to Agency any copyright notice or other proprietary notice of Lexipol appearing thereon, and shall include such copyright and other notices at the appropriate place on each copy of the Subscription Material and each copy of any Derivative Work made by or for Agency, in any form.

5. Right to Use; Limitations on Use of Subscription Material and Derivative Works. Subject to the terms and conditions contained in this Agreement, Lexipol hereby grants to Agency a perpetual, personal, fully paid-up, right to use, except as limited by the terms of this agreement the Subscription Material and any Derivative Works prepared by or for Agency, solely for the Agency's internal purposes. Agency will not use, copy, republish, lend, distribute, post on servers, transmit, redistribute, display, in whole or in part, by any means or medium, electronic or mechanical, or by any information storage and retrieval system, any Subscription Material or any Derivative Work prepared by or for Agency other than as expressly authorized by the immediately preceding sentence. Without limiting the generality of the foregoing, Agency will not import, upload, or otherwise make available any Subscription Material or any Derivative Work prepared by or for Agency into or onto any third party

knowledge, document, or other content management system or service without Lexipol's prior written consent. The foregoing does not, however, prohibit or restrict Agency from providing Subscription Material or Derivative Works prepared by or for Agency pursuant to an order from a court or other governmental agency or other legal process, or Freedom of Information Act (FOIA) request, or Public Records Act (PRA) request, nor does it prohibit or restrict Agency from displaying the adopted/approved final policy document on a publicly accessible website for official Agency purposes, so long as Agency includes the appropriate copyright and other proprietary notices on such final policy document as required by Section 4 above.

6. Account Security. Agency is solely responsible for maintaining the confidentiality of Agency's user name(s) and password(s) and the security of Agency's Account. Agency will not permit access to Agency's Account, or use of Agency's user name(s) and/or password(s) by any person or entity other than authorized Agency personnel. Agency will immediately notify Lexipol in writing if Agency becomes aware that any person or entity other than authorized Agency personnel has used Agency's Account or Agency's user name(s) and/or password(s).

7. Privacy Policy. Lexipol will hold all information Agency provides in confidence unless required to provide information in accordance with an order from a court or other governmental agency or other legal process such as a Freedom of Information Act (FOIA) request, or Public Records Act (PRA) request. Lexipol will use commercially reasonable efforts to ensure the security of information provided by Agency. Lexipol's system also uses Secure Socket Layer (SSL) Protocol for browsers supported by Lexipol application(s). SSL encrypts information as it travels between the Agency and Lexipol. However, Agency acknowledges and agrees that Internet data transmission is not always 100% secure and Lexipol does not warrant or guaranty that information Agency transmits utilizing the Lexipol system or online platform is 100% secure.

Agency acknowledges that Lexipol may provide view-only access and summary information (including but not limited to, status of number of policies developed or in development, percentage of staff reviews of developed policies, and percentage of DTBs taken) to the Agency's affiliated Risk Management Authority, Insurance Pool or Group, or Sponsoring Association, if they are actively funding their member Agencies' Subscription Fees.

8. Policy Adoption. Agency hereby acknowledges and agrees that any and all policies and Daily Training Bulletins (DTBs) included in the Subscription Material provided by Lexipol have been individually reviewed, customized and adopted by Agency for use by Agency. Agency further acknowledges and agrees that neither Lexipol nor any of its agents, employees or representatives shall be considered "policy makers" in any legal or other sense and that the chief executive of Agency will, for all purposes, be considered the "policy maker" with regard to each and every such policy and DTB.

9. Disclaimer of Liability. Agency acknowledges and agrees that Lexipol its officers, agents, managers, and employees will have no liability to Agency or any other person or entity arising from or related to the Subscription Materials, or any act or omission by Agency or its personnel pursuant to, or in reliance on, any of the Subscription Materials.

10. Limitation of Liability. Lexipol's cumulative liability to Agency and any other person or entity for any loss or damages resulting from any claims, demands, or actions arising out of or relating to this Agreement or the use of any Subscription Materials shall not exceed the subscription fees actually paid to Lexipol for the use of the Subscription Materials under this Agreement during the twelve-month period immediately prior to the assertion of such claim, demand or action. In no event shall Lexipol be liable for any indirect, incidental, consequential, special, or exemplary damages or lost profits, even if Lexipol has been advised of the possibility of such damages. The limitations set forth in this Section shall apply whether Agency's claim is based on breach of contract, tort, strict liability, product liability or any other theory or cause of action.

11. **Non-Transferability.** The subscriptions and rights to use the Subscription Material granted by this Agreement are personal to Agency and Agency shall not assign or otherwise transfer the same to any other person or entity.

12. **Confidentiality.** From time to time during the term of this Agreement, either party may be required to disclose information to the other party that is marked “confidential” or the like, or that is of such a type that the confidentiality thereof is reasonably apparent (“Confidential Information”). The receiving party will: (a) limit disclosure of any Confidential Information of the other party to the receiving party’s directors, officers, employees, agents and other representatives (collectively “Representatives”) who have a need to know such Confidential Information in connection with the business relationship between the parties to which this Agreement relates, and only for that purpose; (b) advise its Representatives of the confidential nature of the Confidential Information and of the obligations set forth in this Agreement and require such Representatives to keep the Confidential Information confidential and to use it only as permitted by this Agreement; (c) keep all Confidential Information confidential by using a reasonable degree of care, but not less than the degree of care used by it in safeguarding its own confidential information; and (d) not disclose any Confidential Information received by it to any third party (except as otherwise provided for herein). Notwithstanding the foregoing, however, a party may disclose Confidential Information of the other party pursuant to any governmental, judicial, or administrative order, subpoena, discovery request, regulatory request, or Freedom of Information Act (FOIA) request, or Public Records Act (PRA) request, or similar method, provided that the party proposing to make any such disclosure will promptly notify, to the extent practicable, the other party in writing of such demand for disclosure so that the other party may, at its sole expense, seek to make such disclosure subject to a protective order or other appropriate remedy to preserve the confidentiality of the Confidential Information. Each party shall be responsible for any breach of this Section by any of such party’s Representatives.

Miscellaneous.

13.1 **Governing Law.** This Agreement shall be construed in accordance with, and governed by, the laws of the State of California, without giving effect to any choice of law doctrine that would cause the law of any other jurisdiction to apply.

13.2 **Entire Agreement.** This Agreement embodies the entire agreement and understanding of the parties hereto and hereby expressly supersedes any and all prior written and oral agreements and understandings with respect to the subject matter hereof, including without limitation any and all agreements and understandings pertaining to the use of the Subscription Materials by Agency. No representation, promise, inducement, or statement of intention has been made by any party hereto that is not embodied in this Agreement. Terms and conditions set forth in any purchase order, or any other form or document of Agency, which are inconsistent with, or in addition to, the terms and conditions set forth in this Agreement, are hereby objected to and rejected in their entirety, regardless of when received, without further action or notification by Lexipol, and shall not be considered binding on Lexipol unless specifically agreed to in writing by it.

13.3 **Headings.** The captions and other headings contained in this Agreement are for convenience only and shall not be considered a part of or affect the construction and interpretation of any provision of this Agreement.

13.4 **Counterparts.** This Agreement may be executed in any number of counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same document.

13.5 **Amendment.** No amendment, modification, or supplement to this Agreement shall be binding unless it is in writing and signed by the party sought to be bound thereby.

13.6 **Attorneys’ Fees.** If any action is brought by either party to this Agreement against the other party regarding the subject matter hereof, the prevailing party shall be entitled to recover, in addition to any other relief granted, reasonable attorneys’ fees and expenses of litigation.

13.7 General Interpretation. The language used in this Agreement shall be deemed to be the language chosen by the parties hereto to express their mutual intent. This Agreement shall be construed without regard to any presumption or rule requiring construction against the party causing such instrument or any portion thereof to be drafted, or in favor of the party receiving a particular benefit under the Agreement. No rule of strict construction will be applied against any person or entity.

13.8 Notices. Any notice required by this Agreement or given in connection with it, shall be in writing and shall be given by personal delivery, by certified mail, postage prepaid, or by recognized overnight delivery service to the appropriate party at the address of such party stated on the cover sheet to which these General Terms and Conditions are attached, or such other address as such party may indicate by a notice delivered to the other party in accordance with the terms of this Section. Alternatively, electronic mail or facsimile notice is acceptable when acknowledged by the receiving party.

13.9 Invalidity of Provisions. Each of the provisions contained in this Agreement is distinct and severable and a declaration of invalidity or unenforceability of any such provision or part thereof by a court of competent jurisdiction shall not affect the validity or enforceability of any other provision hereof. Further, if a court of competent jurisdiction finds any provision of this Agreement to be invalid or unenforceable, then the parties agree that the court should endeavor to give effect to the parties' intention as reflected in such provision to the maximum extent possible.

13.10 Waiver. Lexipol's failure to exercise, or delay in exercising, any right or remedy under any provision of this Agreement shall not constitute a waiver of such right or remedy.

End of General Terms and Conditions

EXHIBIT C

Scope of Services

Policy Manual

Legally defensible, up-to-date policies are the foundation for consistent, safe public safety operations and are key to lowering liability and risk. Lexipol's comprehensive policy manual covers all aspects of your agency's operations.

- More than 155 policies researched and written by public safety attorneys and subject matter experts
- Policies based on State and federal laws and regulations as well as nationwide best practices
- Content customized to reflect your agency's terminology and structure

Daily Training Bulletins (DTBs)

Even the best policy manual lacks effectiveness if it's not backed by training. Lexipol's Daily Training Bulletins are designed to help your personnel learn and apply your agency's policy content through 2-minute training exercises.

- Scenario-based training ties policy to real-world applications
- Understanding and retention of policy content is improved via a singular focus on one distinct aspect of the policy
- Each Daily Training Bulletin concludes with a question that confirms the user understood the training objective
- Daily Training Bulletins can be completed via computers or from smartphones, tablets or other mobile devices
- Reports show completion of Daily Training Bulletins by agency member and topic

Policy Updates

Lexipol's legal and content development teams continuously review state and federal laws and regulations, court decisions and evolving best practices. When needed, we create new and updated policies and provide them to your agency, making it simple and efficient to keep your policy content up to date.

- Updates delivered to you through Lexipol's web-based content delivery platform
- Changes presented in side-by-side comparison against existing policy so you can easily identify modifications/improvements
- Your agency can accept, reject or customize each update

Web-Based Delivery Platform and Mobile App (Knowledge Management System)

Lexipol's online content delivery platform, called KMS, provides secure storage and easy access to all your policy and training content, and our KMS mobile app facilitates staff use of policies and training completion.

- Ability to edit and customize content to reflect your agency's mission and philosophy
- Efficient distribution of policies, updates and training to staff
- Archival and easy retrieval of all versions of your agency's policy manual
- Mobile app provides in-the-field access to policy and training materials

Reports

Lexipol's Knowledge Management System provides intuitive reporting capabilities and easy-to-read reports that enhance command staff meetings and strategic planning.

- Track and report when your personnel have acknowledged policies and policy updates
- Produce reports showing completion of Daily Training Bulletins
- Sort reports by agency member, topic and other subgroups (e.g., shift, assignment)
- Reduce the time your supervisors spend verifying policy acknowledgement and training completion

Supplemental Publication Service

Lexipol's Supplemental Publication Service (SPS) streamlines the storage of your agency's content, giving you one place to access procedures, guidelines, general orders, training guides or secondary policy manuals.

- Electronically links department-specific procedural or supplemental content to your policy manual
- Provides electronic issuance and tracking for your agency's procedural or supplemental content
- Allows you to create Daily Training Bulletins against your procedural content
- Designed for standard operating guidelines, procedures, general orders or field guides

Full Implementation

Lexipol's Implementation Service is specifically tailored for agencies seeking to improve the process by which their Lexipol policy manual is implemented, integrated and maintained. The experience and knowledge brought by Lexipol's policy implementation specialists will:

- Streamline the process of policy implementation and liaison with agency policy-makers to deliver an agency-specific manual on an established timeline.
- Integrate pre-existing agency content into appropriate sections within the policy manual.
- Utilize a structured method of policy editing and content merging, which will provide a framework to expedite subsequent policy updates and DTB administration.

Backup material for agenda item:

12. Proposed Ordinance 895 would amend the 2018 budget in order to zero-balance the 2018 budget in preparation for establishment of the 2019 budget.

ORDINANCE 895

**AN ORDINANCE OF THE CITY OF TENINO
AMENDING THE BUDGET
FOR THE FISCAL YEAR ENDING DECEMBER 31, 2018**

WHEREAS, on December 12, 2017, the City Council adopted Ordinance No. 883 fixing the Budget for fiscal year 2018; and

WHEREAS, there are several instances where actual revenues and expenditures vary from projected revenues and expenditures; and

WHEREAS, the fiscal year ending December 31, 2018 saw the completion and closing out of several long-term terms and obligations; and

WHEREAS, a budget amendment is required to close the City's budget at the of the fiscal year;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF TENINO,
WASHINGTON DO ORDAIN AS FOLLOWS:**

Section 1. The Clerk/Treasurer is hereby directed to take the following actions not before December 30, 2018, and no later than January 20, 2019, in preparation for the implementation of the 2019 budget:

A. Bring the Quarry Pool Fund to an ending balance of \$1.00 by executing an Interfund Transfer from the General Fund (001) to the Quarry Pool Fund (002) in the approximate amount of \$4878.06.

B. Bring the Street Fund to an ending balance of \$26,624.23.00 by executing an Interfund Transfer from the General Fund (001) to the Street Fund (101) in the approximate amount of \$31,254.00.

Section 2. This ordinance shall be in full force and effective five (5) days from and after its passage, approval, and publication as provided by law.

ADOPTED by the City Council of the City of Tenino, Washington, and **APPROVED** by its Mayor, at a regularly scheduled open public meeting thereof this 11th day of December 2018.

Wayne Fournier, Mayor

Attest:

Approved as to form:

John C. Millard, Clerk/Treasurer

Richard L. Hughes, City Attorney

Backup material for agenda item:

13. Proposed Ordinance 894 would adopt the 2019 Budget.

ORDINANCE 894

**AN ORDINANCE OF THE CITY OF TENINO WASHINGTON
ADOPTING THE BUDGET FOR THE FISCAL YEAR
JANUARY 1, 2019 THROUGH DECEMBER 31, 2019**

WHEREAS, the City Council for the City of Tenino, Washington, held public hearings on October 23, 2018, and November 13, 2018 for the purpose of determining the Ad Valorem tax to be levied in 2019; and

WHEREAS, the City Council for the City of Tenino, Washington, held public hearings on November 13, 2018, and November 27, 2018 for the purpose of establishing the City's Budget for fiscal year 2019;

WHEREAS, the first reading of this Ordinance was held on November 27, 2018, and the second reading was held on December 11, 2018;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF TENINO, WASHINGTON DO ORDAIN AS FOLLOWS:

Section 1. The following budget is hereby adopted for the year 2019:

FUND		REVENUES	EXPENDITURES
001	General Government Fund	1,131,222	1,067,045
002	Quarry Pool Fund	46,467	46,468
101	Street Fund	91,090	90,992
109	Contingency Fund	121,140	0
310	Municipal Capital Improvement Fund	455,153	358,252
401	Water Fund	1,047,886	229,635
402	Water Capital Improvement Fund	640,445	140,796
403	Storm water Fund	35,144	15,369
410	Sewer Fund	1,580,831	989,077
421	Sewer Capital Improvement Fund	723,697	22,500
422	Sewer Reserve Fund	563,916	563,775
601	SWWAIP Trust Fund	75,000	75,000
631	Municipal Court Trust Fund	<u>45,000</u>	<u>45,000</u>
	Total All Funds	6,556,991	3,643,909

Section 2. This ordinance shall be in full force and effective five (5) days from and after its passage, approval, and publication as provided by law.

ADOPTED by the City Council of the City of Tenino, Washington, and **APPROVED** by its Mayor, at a regularly scheduled open public meeting thereof this 11th day of December 2018.

Wayne Fournier, Mayor

Attest:

Approved as to form:

John C. Millard, Clerk/Treasurer

Richard L. Hughes, City Attorney