



DAYTON CITY COUNCIL
111 S. 1st
Street Dayton,
WA 99328

ZAC WEATHERFORD,
MAYOR

PRELIMINARY AGENDA
SPECIAL MEETING
Wednesday, December 1, 2021
6:00 p.m.

*The December 1, 2021 special meeting will be held at **111 S. 1st Street**, Dayton, WA 99328*

NOTE: Meetings are open to the public; however, in order to comply with the Governor's social distancing mandate, we are limiting attendance in person to City of Dayton Personnel and those scheduled on the agenda only

1. CALL TO ORDER
 - A. Roll Call
2. CONSENT AGENDA – RECOMMENDED ACTION:
3. Public Hearing for Final Public Review and Comment on 2022 City of Dayton Final Budget.
4. Consider authorizing Ordinance No. 2021-1986- Adopting the Budget for the City of Dayton, WA for the fiscal year ending December 31, 2022.
5. **ADJOURN**

City of Dayton is inviting you to a scheduled Zoom meeting.

Topic: City of Dayton Special Meeting

Time: Dec 1, 2021 06:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/82443005252>

Meeting ID: 824 4300 5252

One tap mobile

+12532158782,,82443005252# US (Tacoma)

Dial by your location

+1 253 215 8782 US (Tacoma)

Meeting ID: 824 4300 5252

Next regular meeting is January 11, 2022 at 6:00 p.m. at **111 S. 1st Street**, Dayton, WA 99328.



2022 Final Budget

City of Dayton, Washington

November 23, 2021

Table of Contents

<i>Mayor's Budget Message</i>	4
<i>Dayton's History</i>	6
<i>Form of Government</i>	7
<i>City of Dayton Budget Process</i>	7
<i>2021 City Council Members</i>	8
<i>2022 Budget Ordinance</i>	9
<i>Schedules of Sources and Uses</i>	11
<i>2022 Salary Schedule</i>	14
<i>2022 FTE Allocations</i>	15
<i>Current Expense Fund:</i>	
<i>Current Expense Revenue Sources</i>	17
<i>City Street and Road Revenue Sources</i>	
<i>City Street & Road Fund Expenditures by Department:</i>	24
<i>Hotel/Motel Excise Tax</i>	27
<i>Affordable and Supportive Housing</i>	28
<i>Capital Improvements Fund</i>	30
<i>Sewer Revenue Sources</i>	32
<i>Water Revenue Fund by Department:</i>	36
<i>Water and Sewer System Reserve Fund</i>	39
<i>Debt Service/Interfund Loans Summary</i>	39
<i>Endowment Funds</i>	40
<i>2022 Total Budget Summary</i>	41
<i>Glossary of Terms</i>	43

Honorable Dayton City Councilmembers and Residents:

Within the framework and policies established by the City of Dayton, this budget has been prepared after analyzing and evaluating requests from each of the City departments, Council Committees, and the voices of our constituents. The intent of this budget document is to provide a clear picture of the financial condition of the City and the planning needed to properly manage our financial resources for the coming year. As usual, sincere appreciation should be expressed to the staff and department heads for the amount of work and effort expended in this process under tremendous time pressures.

In preparing this budget, there were significant issues that impacted our ability to develop the 2022 budget in a timely manner such as the changes in staff positions, COVID-19, and Union negotiations. I acknowledge this uncertainty and reinforce our commitment to creating a budget that reflects our commitment to moving our community forward by maintaining and building essential infrastructure and providing efficient, quality services while being conscientious of our financial position and in compliance. An annual budget will allow us to concentrate on the short-term economic indicators and be nimble in our response to the uncertainty of the current economic condition. While we have been able to work through many challenges, they have created delays to our normal process that have had a domino effect for our departments as they developed their budgets.

I always have health, safety, and welfare of our community at the forefront of my mind and am constantly looking at how to enhance and promote Dayton. Being proactive and planning for the future frequently means change. It's often said that change is the only constant in life. This budget continues our commitment to balance fiscal responsibility while meeting City Council and community priorities of public safety, essential services, and infrastructure that allows for growth. Organizations and people that don't embrace change are bound to lose ground and stagnate. In our evolving and changing world it is our responsibility as your City leadership to make the strategic decisions that will support sustainability, technological progress, and preserve the quality of life that is the hallmark of Dayton.

It is after extensive consultation with city staff and reviewing of our long-range and strategic plans and leveraging the best available information and revenue projections to establish this annual budget. I am prepared to submit to you the fiscal year 2022 City of Dayton Budget for your consideration.

We all want successful schools, reliable roads, and safe sidewalks. We want a superb senior center and a sound and balanced budget. We all want the best bond ratings and our operations to be more effective and efficient than ever. Whenever and wherever possible, we look to generate real revenue to help offset the cost of City operations. We want the character of our neighborhoods protected and our local businesses vibrant and bustling. We want a safe and secure place to raise our children and grandchildren with beautiful green open spaces and stellar parks. What we really want here in Dayton is a city that we are proud to share with visiting family and friends who are so wowed by all that Dayton has to offer that they consider moving here too.

Public Works is the City's largest department and is responsible for managing the construction and maintenance of streets, water, sewer, and stormwater lines; the production and distribution of water to the region; purchasing and maintaining the City's vehicle fleet; maintenance, repair and construction of City-owned buildings; and resource conservation. The 2022 budget focuses on many capital improvements and maintenance of infrastructure. Including moving forward with our S. 3rd Street Project, several side street improvements, continuing the crack seal program, increasing our GIS program, ongoing enhancement and maintenance of our parks and cemetery.

Our ILA agreement with Columbia County for law enforcement, dispatch, and Municipal court services costs the city \$612,500 a year, with a price increase at 100% of All Urban Consumers CPI, West size Class B/C, effective January of each year. The City Council passed a 12% Utility Tax in May 2020 to help offset the cost of these services. The focus of these departments has been to prevent and respond to crimes and emergency situations professionally and with integrity. We have cultivated partnerships with these agencies and strengthened our community's readiness and reliance. The City of Dayton supports our public safety departments and remains committed to providing our residents with the security and resources needed to keep our community safe.

Through smart planning efforts, our city has proven to weather the past year's unforeseen challenges. I am grateful for the dedicated work of our City Council. I am grateful for their support and dedication in serving our great residents. I am also grateful for our residents that continue to exemplify and set the standard of what it means to be part of a great community.

It is my fiscal responsibility to continuously evaluate City revenue and expenditures with a view of maintaining a strong financial position while providing quality municipal services. It is after extensive consultation with city staff and reviewing of our long-range and strategic plans and leveraging the best available information and revenue projections to establish this annual budget. I am prepared to submit to you the fiscal year 2022 City of Dayton Budget for your consideration.

I encourage all to read through this budget and provide feedback to your elected representatives. As always, please do not hesitate to reach out to me if you have questions or comments.

Respectfully, Mayor Zac Weatherford

Any change, even a change for the better, is always accompanied by drawbacks and discomforts. -*Arnold Bennett*

HISTORY OF DAYTON, WASHINGTON

Rich in history, Dayton was originally explored by Lewis and Clark during their expedition, Corps of Discovery. They camped on the Patit Creek just east of Dayton on their return in 1806. At that time Dayton's Main Street was a racetrack for regional Indian Tribes. The first settlers in 1859 used the land for grazing, but by 1861 had turned to farming wheat and other grain because of the highly fertile soil and the adequate rainfall. The town was platted in 1871 by Jesse N. and Elizabeth Day and was officially incorporated by Jesse Day on November 10, 1881.

Dayton boasts the oldest train depot in the state (1881) and the oldest working county courthouse (1887). Both have been lovingly restored to their original splendor. Today, this thriving county seat honors its rich past with walking tours, annual festivals, home tours, and continued preservation and restoration of the community's history.

Dayton offers a warm and friendly rural, small town atmosphere with spectacular views of the Blue Mountains. The city is nestled in the foothills close to one of the most magnificent natural wonders of our region, Palouse Falls. Also, Dayton is within an easy drive to some of the most prestigious wineries in Washington State.

Dayton, WA



Location of Dayton,
Washington
Coordinates:
117°58'40"W, Total
sq. miles,
Elevation: 1660
2565 (2020
Office of Financial

Columbia County,
46°19'11"N
Area of Land: 1.5
feet, Population:
Washington State
Management)

FORM

OF

GOVERNMENT

The City of Dayton is a "Code City" as described under Title 35A in the Revised Code of Washington. It operates under a mayor-council form of government with seven (7) elected council members serving various terms. The Mayor serves as the chief administrative officer of the City and the Council functions as the legislative body.

The City is also served by Congressional District 5 and Legislative District 16.

BUDGET PROCESS

Budgeting is an essential element of the financial planning, control, and evaluation process of government. The planning process involves determining the types and levels of services to be provided at the various departments, programs, and functions.

The City of Dayton budgets annually on the calendar year beginning January 1 and ending December 31. Budget amendments are limited by state law (RCW 35A.33.120).

Allocations are made based on fund structure, limiting uses outside of each fund. Funds are segregated to carry on specific objectives of each fund and budgeted on a cash basis in accordance with the Revised Code of Washington, RCW 35.33.

In simpler terms, money generated from your monthly water bill cannot be used to fix our swimming pool, or money from your monthly sewer bill cannot pay to fix a street unless the damage to the street is a result of the sewer failing.

Appropriations for each fund in the budget constitute maximum expenditure authorizations during the year and cannot be legally exceeded until subsequently amended by the City Council.



2021 CITY OF DAYTON CITY COUNCILMEMBERS

Dayton's City Councilmembers are part-time City employees. Is a seven members council and councilmembers are elected to four-year terms from the community as a whole (commonly called at-large elections), not from districts or wards. The positions are non-partisan.

Council Members

Heather Hiebert
Term expiring 12/31/2021

Christine Broughton
Term expiring 12/31/2021

Byron Kaczmariski
Term expiring 12/31/2023

Michael Paris
Term expiring 12/31/2021

Dain Nysoe
Term expiring 12/31/2023

Fred Crowe
Term expiring 12/31/2021

Misty Yost
Term expiring 12/31/2023

ORDINANCE NO. 2021-1986

AN ORDINANCE ADOPTING THE BUDGET FOR THE CITY OF DAYTON, WASHINGTON FOR THE FISCAL YEAR ENDING DECEMBER 31, 2022.

WHEREAS, the Mayor of the City of Dayton, Washington completed and placed on file with the city clerk a proposed budget and estimate of the amount of the moneys required to meet the public expenses, bond

retirement and interest, reserve funds and expenses of government of said city for the fiscal year ending December 31, 2022 and a notice was published that the Council of said city would meet on the 10th and 23rd days of November, 2021 and the 1st day of December, 2021, at the hour of 6:00 p.m., or soon thereafter, via ZOOM and in person, for the purpose of making a preliminary and adopting a final budget for said fiscal year and giving taxpayers within the limits of said city an opportunity to be heard upon said budget; and,

WHEREAS, the said City Council met at said time and place and did then consider the matter of said proposed budget; and,

WHEREAS, the said proposed budget does not exceed the lawful limit of taxation allowed by law to be levied on the property within the City of Dayton for the purpose set forth in said budget, and the estimated expenditures set forth in said budget being all necessary to carry on the government of said city for said year and being sufficient to meet the various needs of Dayton during said period.

NOW, THEREFORE, the City Council of the City of Dayton do ordain as follows:

Section 1. The estimated budget for the City of Dayton, Washington, for the year 2022 is hereby adopted, at the fund level, in its final form and estimated content as set forth in the document entitled City of Dayton, 2022 Budget (Attachment “A”), three copies of which are on file in the Office of the Clerk.

Section 2. Estimated resources for each separate fund of the City of Dayton, and aggregate expenditures for all such funds for the year 2022 are set forth in a summary form below, and are hereby appropriated for expenditure at the fund level during the year 2022 as set forth in the City of Dayton, 2021 Budget:

Fund	Resources/Appropriations
001-Current Expense	\$1,539,315
103-City Street & Road	\$524,234
106-Motel/Hotel Excise Tax	\$65,000
110-Affordable Housing & Supportive Housing Fund	\$4,700
301-Capital Improvements	\$173,100
401-Sewer Operations & Maintenance Fund	\$1,331,300
402-Sewer Capital Improvement Fund	\$1,077,961
403-Water Operations and Maintenance Fund	\$1,489,500
404-Water Capital Improvement Fund	\$478,000
413-W&S System Debt Reserve	\$245,000
414-W&S Debt Service	\$637,800
701-Cemetery Endowment	\$319,000
702-Historic Pathway Endowment	\$9,002
Total 2022 Budget	\$7,892,912

Section 3. As prescribed by RCW 35A.33.075, the City Clerk-Treasurer is directed to transmit a certified copy of the budget hereby adopted to the Washington State Auditor’s Office and to the Association of Washington Cities.

Section 4. The salaries and wages set forth in the City of Dayton, 2022 Budget constitute the appropriations for salaries and wages that will be paid to the legislative body and employees of the City of Dayton. The number of full-time positions as stated in the budget is, insofar as can be ascertained, the number of positions ordinarily filled. The compensation to each employee affected may differ from the amount specified in the budget, so long as the compensation does not exceed the amount appropriated in the 2022 budget

appropriations as established at the fund level that of which includes a proposed 3% cost of living increase for full-time status employees.

Section 5. A summary of this Ordinance consisting of its title shall be published in the official newspaper of the City, and shall take effect and be in full force five (5) days after the date of publication.

PASSED by the Council of the City of Dayton and approved by the Mayor on this ____ day of _____, 2021.

Zac Weatherford, Mayor

Attested/Authenticated:

Deb Hays, Interim City Clerk

Approved as to form:
Menke Jackson Beyer, LLP

By: Quinn N. Plant, City Attorney

2022 SCHEDULE OF SOURCES AND USES

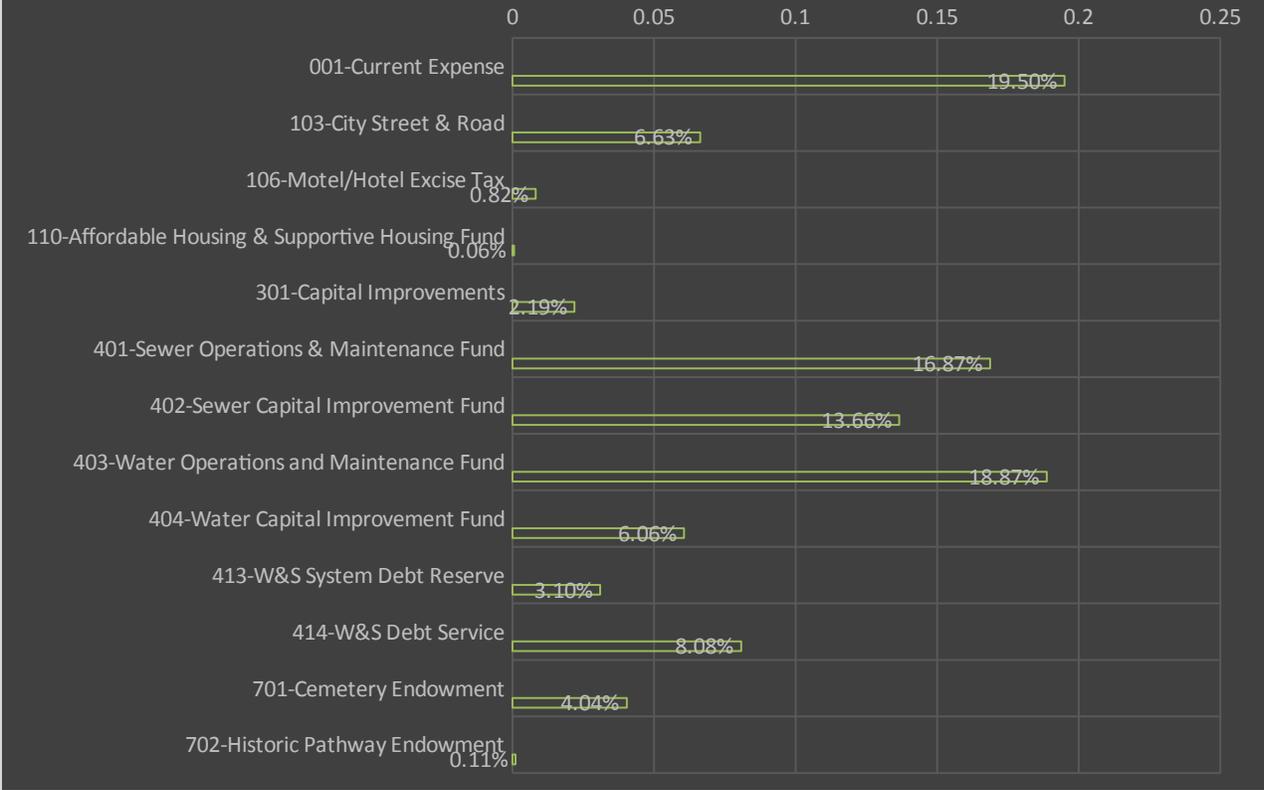
001 - CURRENT EXPENSE		
	Ending Fund Balance	\$318,564
	Legislative	\$217,220
	Executive	\$74,646
	Security	\$443,686
	Dikes	\$99,133

	Parks	\$170,613
	Planning	\$127,527
	Cemetery	\$85,942
	Total Current Expense Expenditures	\$1,539,315
<u>FUND 103 - CITY STREET & ROAD FUND</u>		
	Ending Fund Balance	\$250,000
	Street Lighting	\$26,500
	Street & Road Preservation/Maintenance	\$247,734
	Total city Street Expenditures	\$524,234
<u>FUND 106 - PROMOTION FUND</u>		
	Tourism Promotion	\$25,000
	Misc. Exps	\$40,000
	Total Promotion Expenditures	\$65,000
<u>FUND 110 - A&SHF</u>		
	Services	\$500
	Supplies	\$4,200
	Total A&SHF Expenditures	\$4,700
<u>FUND 301- MUNICIPAL CAP. IMP. FUND</u>		
	Ending Fund Balance	\$66,000
	Debt Service	\$39,600
	capital Outlay	\$67,500
	Total MCIP Expenditures	\$173,100
<u>FUND 401 - SEWER REVENUE</u>		
	Ending Fund Balance	\$78,507
	Sewer Expenses	\$645,702
	Transfers Out	\$565,300
	Total Water Sewer Expenditures	\$1,331,300
<u>Fund 402 - Sewer Cumulative Reserve Fund</u>		
	Ending Fund Balance	\$200,000
	Sewer Expenses	\$527,961
	Land Acquisition	\$350,000
	Total Sewer Expenditures	\$1,077,961
<u>FUND 403 - WATER REVENUE</u>		
	Ending Fund Balance	\$354,710
	Water Expenses	\$716,000
	Transfers Out	\$378,000
	Total Water Sewer Expenditures	\$1,489,500

<u>Fund 404 - Water Cumulative Reserve Fund</u>	
Ending Fund Balance	\$300,000
Water Expenses	\$178,000
Total Water Expenditures	\$478,000
<u>Fund 413 - Water/Sewer Bond Reserve</u>	
Ending Fund Balance	\$245,000
Water/Sewer Bond Expenditures	\$245,000
<u>Fund 414 - Water/Sewer System Debt Service Fund</u>	
Ending Fund Balance	\$72,800
Debt Service	\$565,000
Water/Sewer Debt Expenditures	\$637,800
<u>701 - CEM IMPRVMENT FUND</u>	
Ending Fund Balance	\$319,000
TOTAL CEM IMPRMNT FUND	\$319,000
<u>702 - Historic Pathway Endowment Fund</u>	
Ending Fund Balance	\$9,002
TOTAL LIB HPEF	\$9,002
TOTAL ALL FUNDS	\$7,893,912

2022 BUDGET
TOTAL ALL FUNDS
= \$7,893,912

Percentage of Total Budget Per Fund



ORDINANCE NO. 2021-1987

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DAYTON, WASHINGTON
ADOPTING THE
2021¹² SALARY SCHEDULE FOR NON-CONTRACTUAL EMPLOYEES OF THE CITY OF
DAYTON.**

WHEREAS, the City Council of the City of Dayton, Washington has by Ordinance No. 2021-1986 adopted a budget for 2022; and,

WHEREAS, appropriated Salaries and Wages were set forth within the 2022 City of Dayton Budget at fund level; and

WHEREAS, there are no new positions intended for fiscal year 2022.

NOW, THEREFORE, the City Council of the City of Dayton do ordain as follows:

Section 1. The following will serve as the 2022 Salary Schedules for non-contractual full-time and hourly wage employees:

Classification	Salary Schedule
Public Works Director	\$74,304
Assistant Public Works Director	\$70,360
Wastewater Treatment Plant Operator	\$55,037
Public Works Employee 1	\$46,384
Public Works Employee 2	\$51,709
Public Works Employee 3	\$51,501
Public Works Employee 4	\$56,077
Public Works Employee 5	\$50,045
Public Works Employee 6	\$46,488
Seasonal Public Works Employees	\$7,514
City Clerk/Treasurer	\$80,400
Deputy City Clerk	\$73,302
Utility Accounting Clerk	\$53,810
Director of Planning and Development	\$75,000

Section 2. Appropriations. The salaries and wages set forth in the 2022 City of Dayton Budget as adopted by Ordinance No. _____ at the fund level constitute the appropriations for salaries and wages that will be paid to the legislative body, non-contractual and contractual (union) employees of the City of Dayton. The numbers of positions as stated in the budget are, insofar as can be ascertained, the number of positions to be filled.

Section 3. Exclusions. The salary and wage schedules are exclusive of cost of living allowances, overtime, compensatory time and/or merit compensation as provided by the City of Dayton Personnel Policies, effecting contractual and non-contractual exempt employees or as specified in the current bargaining unit contract effecting union contractual employees. As a result, the compensation to each employee affected may differ from the amount specified in this schedule, so long as the compensation does not exceed each fund's appropriated amounts of the 2022 City of Dayton Budget.

SECTION 4. Effective Date. A summary thereof of this Ordinance consisting of its title shall be published in the official newspaper of the City, and shall take effect and be in full force five (5) days after the date of publication.

Passed by the City Council of the City of Dayton on this _____ day of _____, 2022.

City of Dayton

By: Zac Weatherford

Attest:

Deb Hays, Interim City Clerk

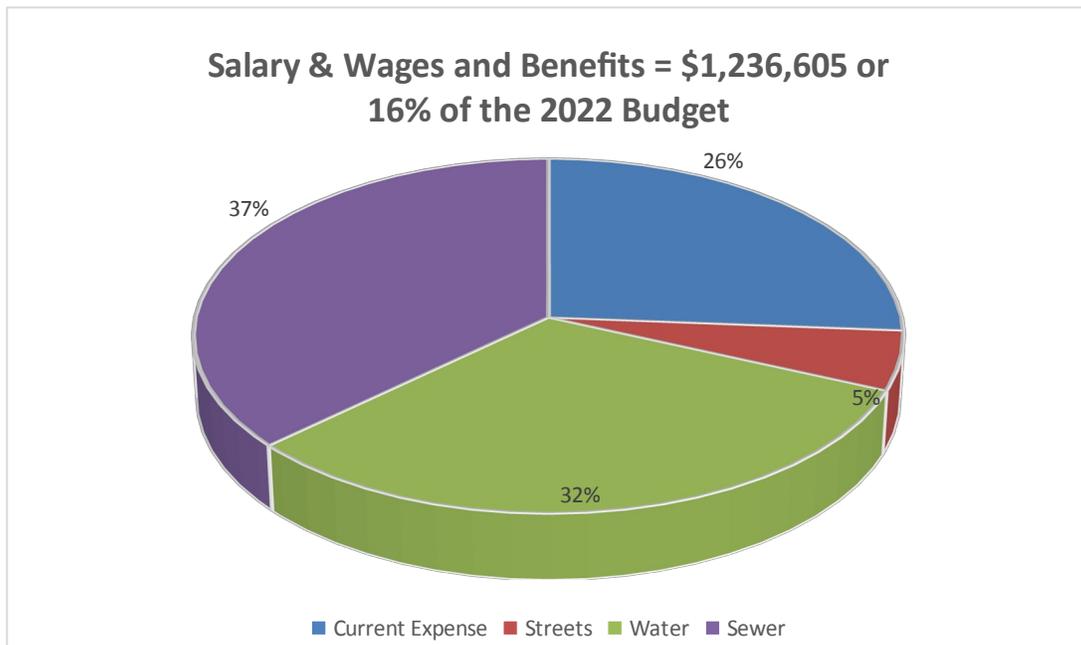
Approved as to form:
Menke Jackson Beyer, LLP

By: Quinn N. Plant, City Attorney

2022 Employee Allocations by Funding Source

Positions	Current Expense	City Street/Road Fund	Sewer O & M Fund	Water M & O Fund
Mayor	100%			

City Council	100%			
Public Works Director	10%		45%	45%
Assistant Public Works Director			50%	50%
Wastewater Treatment Plant Operator			92.50%	7.50%
Public Works Employee 1	17%	13.80%	10.50%	58.70%
Public Works Employee 2	26.30%	7.50%	46.30%	20%
Public Works Employee 3	20%	10%	32.20%	37.80%
Public Works Employee 4	7.08%	10%	48.75%	20%
Public Works Employee 5	16.30%	37.50%	16.30%	30%
Public Works Employee 6	73.80%			26.30%
Seasonal Public Works Employees	100%			
City Clerk/Treasurer	16.75%	3.30%	40%	40%
Deputy City Clerk	5%		47.50%	47.50%
Utility Accounting Clerk			50%	50%
Director of Planning and Development	100%			

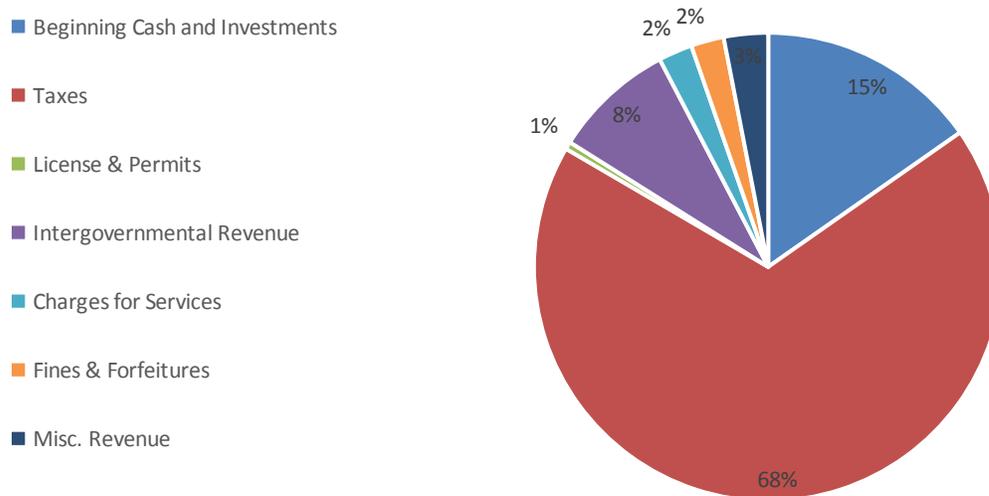


001 CURRENT EXPENSE FUND REVENUES

Beginning Cash & Investments	2022 Budget	2021 Budget	2020 Actual
Assigned	\$100,000.00	\$160,000.00	
Unassigned	\$135,000.00	\$126,401.00	\$375,541.85
Total Beginning Cash & Investments	\$235,000.00	\$286,401.00	\$375,541.85
Taxes			
Real & Personal Property Tax	\$405,000.00	\$350,000.00	\$372,251.98
Local Retail Sales and Use Tax	\$190,000.00	\$213,567.00	\$165,858.49
Local Criminal Justice Funding	\$50,000.00	\$48,462.00	\$30,302.47
Business and Occupation Taxes on Utilities	\$135,000.00	\$152,507.00	\$129,193.56
Sheriff/Court/Dispatch Tax	\$264,000.00	\$0.00	\$0.00
Leasehold Excise Tax	\$5,000.00	\$3,500.00	\$4,185.56
Total Taxes	\$1,049,000.00	\$768,036.00	\$701,792.06
Non-Business Licenses & Permit			
Animal Licenses	\$8,000.00	\$8,000.00	\$7,890.00
Total Non-Business Licenses & Permit	\$8,000.00	\$8,000.00	\$7,890.00
Intergovernmental Revenue			
State Grants			
Cares Act	\$0.00	\$0.00	\$115,200.00
Total State Grants	\$0.00	\$0.00	\$115,200.00
State Entitlements			
City-County Assistance	\$85,000.00	\$70,000.00	\$86,614.26
Criminal Justice - Violent Crimes/Population	\$1,000.00	\$1,000.00	\$1,000.00
Criminal Justice - Contracted Services	\$5,000.00	\$4,000.00	\$4,926.86
Criminal Justice - Special Programs	\$3,000.00	\$2,500.00	\$2,870.24
DUI & Other Criminal Justice Assistance	\$350.00	\$0.00	\$372.08
Liquor/Beer Excise Tax	\$15,000.00	\$14,518.00	\$16,135.86
Liquor Control Board Profits	\$20,000.00	\$20,264.00	\$20,549.03
Total State Entitlements	\$129,350.00	\$112,282.00	\$132,468.33
Other Payments			
Court - Other Payments	\$35,000.00	\$23,500.00	\$58,463.32
Public Record Copies	\$50.00	\$0.00	\$33.88
Cemetery Sales & Services	\$35,000.00	\$25,000.00	\$41,100.00
Total General Government	\$70,050.00	\$48,500.00	\$99,597.20
Natural/economic Environment			
Animal Control & Shelter Services	\$500.00	\$250.00	\$679.50
Planning Service Fees	\$500.00	\$0.00	\$50.00
Total Natural/economic Environment	\$1,000.00	\$250.00	\$729.50
Interest Earnings			
Investment Earnings - CE	\$600.00	\$1,700.00	\$1,733.52
Investment Earnings - Cemetery	\$1,000.00	\$1,400.00	\$1,982.31
Investment Int.- H. Pathway	\$65.00	\$65.00	\$61.57
Other Interest	\$250.00	\$0.00	\$283.88
Total Other Interest	\$1,915.00	\$3,165.00	\$4,061.28
Contributions and Donations			
Contribution: Booker - Cemetery	\$7,500.00	\$4,000.00	\$15,238.31
Culbertson Estate - Cemetery	\$25,000.00	\$20,000.00	\$22,688.00
Ganguet - Cemetery	\$7,500.00	\$6,500.00	\$6,636.30

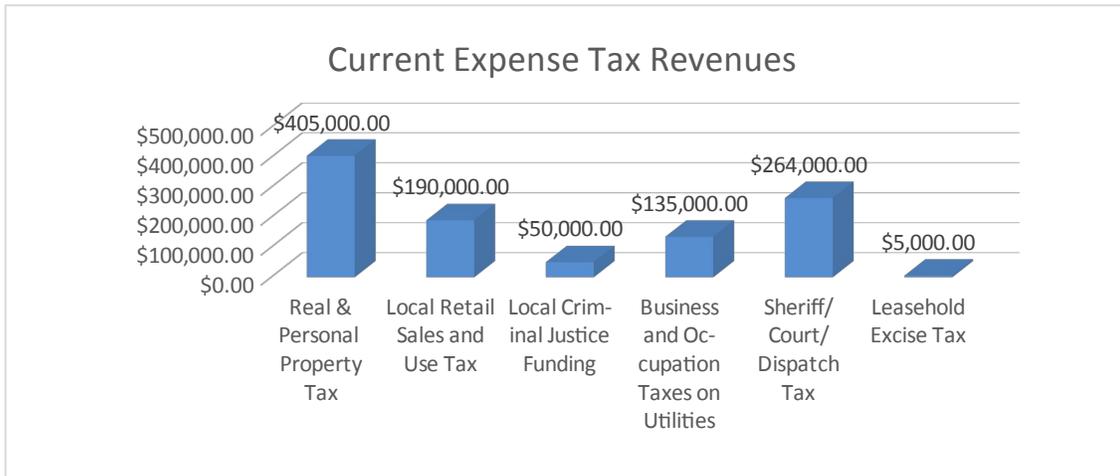
Contributions: Nongov. Sources	\$2,500.00	\$0.00	\$54.20
Total Contributions and Donations	\$42,500.00	\$30,500.00	\$44,616.81
Other Miscellaneous Revenues			14012.85
Sale Of Surplus	\$2,500.00	\$0.00	\$2,225.00
Total Other Miscellaneous Revenues	\$2,500.00	\$0.00	\$16,237.85
Total Revenues	\$1,539,315.00	\$1,257,134.00	\$1,498,134.88
Custodial Activities	\$0.00	\$0.00	\$207.58
Total Current Expense Fund	\$1,539,315.00	\$1,257,134.00	\$1,498,134.88

**Total Projected Current Expense Revenues for 2022:
\$1,539,315**



NARRATIVE: The Current Expense Fund provides various services the community, including Legislative (Mayor-Council), Finance (Clerk-Treasurer), City Attorney, Law Enforcement, Dispatch Services, Animal Control, Municipal Court, Parks, Planning and Code Compliance, and Cemetery services. None of these services are self-supporting and rely upon the general taxation authority provided to cities which includes, but is not limited to Excise, Business & Occupation, Sales & Use, and Real & Personal Property Taxes. About 68%, or \$1,049,000, of the Current Expense’s revenues is generated by these taxing authorities. Details are reflected in Figure D below.

***2022 CURRENT EXPENSE TAX AUTHORITY REVENUES =
\$1,049,000***



CURRENT EXPENSE FUND – EXPENDITURES

Legislative Services	2022 Budget	2021 Budget	2020 Actual
Legal Publication	\$3,500.00	\$3,000.00	\$3,722.58
Services-Professional Municode	\$3,000.00	\$5,300.00	\$217.83
Salaries & Wages - Legislative	\$24,600.00	\$24,600.00	\$24,600.00
Personnel Benefits	\$1,869.60	\$2,000.00	\$1,962.57
Supplies	\$1,500.00	\$600.00	\$1,470.24
Communications	\$750.00	\$700.00	\$74.79
Travel	\$500.00	\$750.00	\$750.00
Liability Insurance	\$20,000.00	\$13,400.00	\$13,100.00
Contracted Repairs and Maintenance	\$500.00	\$0.00	\$300.00
Services - Other	\$3,500.00	\$7,834.00	\$2,112.91
Total Legislative Services	\$59,719.60	\$58,184.00	\$48,310.92

NARRATIVE: Legislative Services reports all costs associated with activities of the Mayor and Council and other general expenses of the local government. Some examples of the general expenses are legal publication services, election services, voter registration costs, and liability insurance.

Judicial Department	2022 Budget	2021 Budget	2020 Actual
Municipal Court Contract	\$120,000.00	\$112,000.00	\$106,216.59
State Court Remittances	\$30,000.00	\$27,000.00	\$0.00
Total Judicial Department	\$150,000.00	\$139,000.00	\$106,216.59

NARRATIVE: The mission of any municipal court is to administer justice lawfully, ethically, and efficiently for misdemeanor, traffic, and municipal code violations within the City. The City contracts with Columbia County to provide Dayton with municipal court services.

City Clerk-Treasurer	2022 Budget	2021 Budget	2020 Actual
Salaries & Wages: City Clerk-Treasurer	\$17,579.81	\$35,121.00	\$23,122.32
Personnel Benefits	\$7,701.46	\$15,474.00	\$15,337.12
Supplies	\$1,000.00	\$1,000.00	\$1,668.98
Services	\$500.00	\$500.00	\$2,705.38
Audit Services	\$0.00	\$0.00	\$25,956.45
Communications	\$500.00	\$500.00	\$479.88
Travel	\$500.00	\$500.00	\$171.70

Services - Utilities	\$5,000.00	\$1,200.00	\$3,291.52
Contracted Repairs and Maintenance	\$7,500.00	\$1,000.00	\$12,137.76
Services - Other	\$0.00	\$0.00	\$2,785.55
Dues/subscriptions/memberships	\$350.00	\$0.00	\$229.45
2% Liquor Distribution Col CO	\$0.00	\$0.00	\$90.10
Services - Professional: Municode	\$0.00	\$0.00	\$6,725.12
Total Operating Expenditures	\$40,631.28	\$55,295.00	\$94,701.33

NARRATIVE: The City Clerk-Treasurer Department serves as the chief advisory department to the legislative body, administration, and department staff on all municipal matters, provides leadership in the development and implementation of long- and short-term goals, and makes recommendations to the city council for action based on the objectives established throughout the budget the various short and long-term planning tools. The employees that comprise the Administrator/City Clerk-Treasurer's Office include the Deputy City Clerk, Utilities Accounting Clerk, and the Director of Planning & Community Development. Each of these employees play various roles and serve several varied functions, not only for the public, but for the municipality as well. Some of these roles include, but are not limited to: Billing and collections of revenues for utilities and various other community services; human resources support; preparation and processing of city vendor payments; managing bids and contracts; preparation of council agenda packets and meeting minutes; finalization and publication of all ordinances and resolutions; central repository of city government records; central depository for all city funds; to receive and fulfill public records requests as prescribed by the Revised Code of Washington; code compliance services and planning and community development efforts.

City Attorney	2022 Budget	2021 Budget	2020 Actual
Services - Professional	\$0.00	\$0.00	\$1,545.90
Consultation	\$30,000.00	\$30,000.00	\$49,380.59
Claims and Litigation	\$5,000.00	\$5,000.00	\$1,128.00
Total City Attorney	\$35,000.00	\$35,000.00	\$52,054.49

NARRATIVE: The City contracts for legal services with a Menke Jackson Beyer, LLP, on an hourly basis. The City Attorney acts as the legal adviser to the Mayor, City Council and Staff. This includes reviewing ordinances, resolutions, contracts, to name a few. Also, the City Attorney is heavily involved in personnel issues, including bargaining unit negotiations, hiring procedures, grievances, and disciplinary actions. In 2021, the City begin bargaining unit negotiations for 2022-2024. In addition, the City's Personnel Policies will be reviewed and updated to include any new legislation action.

Dike Maintenance	2022 Budget	2021 Budget	2020 Actual
Public Works	\$10,000.00	\$10,000.00	\$41,732.22
Personnel Benefits	\$5,000.00	\$5,500.00	\$17,015.54
Supplies	\$4,133.00	\$2,500.00	\$3,538.40
Services - Professional	\$30,000.00	\$0.00	\$32,197.52
Contracted Repairs and Maintenance	\$50,000.00	\$500.00	\$30,839.72
Total Dike Maintenance	\$99,133.00	\$18,500.00	\$125,323.40

NARRATIVE: The City is required to operate and maintain its levee system along the Touchet River in compliance with the United States Army Corps of Engineers (USACE) levee requirements. The purpose of this levee is to protect our community in the event of a highwater event. As you know, the Flood of February [2020](#) challenged our levee system, but with Columbia County's mutual aid, the City was able to stabilize and fight off

any breaching of the system. Following this flood event, Corps of Engineers inspected the levee system and concluded that there were four areas along the Touchet River Levee System that required complete a levee rehabilitation project.

Also, the Patit Creek has not gone unnoticed. The City has been researching options to address the issues that has exacerbated the damages within flood prone areas, specifically the role that the confluence at the Touchet River has played.

In 2022, the City expects to work closely with the Columbia County Flood Control Zone District and ~~to begin~~ **continue** planning for ways to mitigate the hazards and deficiencies of both the Touchet River and Patit Creek.

2022 Levee/Dike Maintenance Services Objectives:

- *Research Hazard Mitigation Funding to mitigate flood-prone areas related to Patit Creek and Touchet River events.*
- *Utilize the Washington State Department of Corrections to perform maintenance needs on the levee removing vegetation within the Touchet River system.*
- *Cooperatively work with Columbia County Flood Control Zone District to create an interlocal partnership that reflects the hazard mitigation needs to adequately maintain both the Touchet River and the Patit Creek river systems.*
- *Research maintenance alternatives to address the vegetation overgrowth along the levee system.*
- *Complete the Sediment Removal Project to increase the capacity of the Touchet River channel as provided in the Corps of Engineers Levee Construction Project 1964.*

Planning & Economic Development	2022 Budget	2021 Budget	2021 Actual
Supplies	\$500.00	\$0.00	\$348.77
Abatement Services	\$5,000.00	\$0.00	\$5,762.50
Services - Communications	\$100.00	\$0.00	\$16.24
Communications	\$250.00	\$0.00	\$243.25
Salaries and Wages - Planner	\$77,250.00	\$73,458.00	\$71,354.87
Personnel Benefits	\$36,926.86	\$39,575.00	\$23,910.91
Personnel Benefits - Insurance	\$0.00	\$0.00	\$243.28
Supplies	\$2,500.00	\$2,500.00	\$1,295.48
Services - Professional	\$5,000.00	\$8,210.00	\$1,131.26
Land Use Reviews	\$0.00	\$0.00	(\$600.10)
General Planning Services	\$0.00	\$0.00	\$173.72
Services - Travel	\$0.00	\$0.00	\$112.40
Services - Utilities	\$0.00	\$0.00	\$254.52
Contracted Repairs and Maintenance	\$0.00	\$0.00	\$549.98
Services - Other	\$0.00	\$0.00	\$115,200.00
Planning Services	\$0.00	\$0.00	\$1,177.33
Total Planning & Economic Development	\$127,526.86	\$123,743.00	\$221,174.41

NARRATIVE: The Director of Planning and Community Development is responsible for a wide range of planning, code compliance, historic preservation, and community development programs. The Director uses innovative approaches to: Researching, analyzing, and drafting policy with broad implications to the City’s Municipal Code and Comprehensive Plan; Responding to planning policy proposals by local municipalities, civic/non-profit groups, regional bodies and State agencies; researching and analyzing legislative policies at both the local and State level; assisting in project management, formulation and implementation of both current and long-range plans and other policy matters as directed by the City

Administrator. The Director also serves to bridge the gap between planning theory, policy creation and implementation.

2022 Planning and Community Development Objectives:

- ✓ Establish a stakeholder advisory committee and begin the development of a complete, 20-year City Parks and Public Grounds Enhancement Plan
- ✓ Create a new City of Dayton website to eliminate ongoing technical difficulties and create a user-friendly system for the public
- ✓ Perform an assessment of code violations on city-owned properties and create a city-owned code violation mitigation plan
- ✓ **Continue to work complete** the Main Street Safety Action Plan
- ✓ Continue work on the Commercial Corridor enhancements and capital facilities improvements as provided in the Commercial Street Corridor Plan, Main Street Trees Maintenance Plan, and Main Street Safety Action Plan
- ✓ Research grant opportunities to implement the Main Street Safety Action Plan
- ✓ Work cooperatively with the Department of Transportation on their Main Street Restriping Project
- ✓ Create a project scope and timeline for creating a City-wide Capital Improvement Plan
- ✓ **Resume the Initiate** City Right of Way Vacation Project
- ✓ Work hand in hand with the Port of Columbia and the Chamber of Commerce to progress economic development efforts

Law Enforcement	2022 Budget	2021 Budget	2020 Actual
LEOFF Pension/Other Benefits	\$0.00	\$0.00	\$24,540.10
Law Enforcement Contract	\$400,000.00	\$371,250.00	\$337,428.00
Dispatch Services	\$32,000.00	\$28,000.00	\$0.00
Salaries & Wages: ACO	\$7,212.57	\$25,950.04	\$15,484.52
Personnel Benefits	\$3,323.38	\$8,900.00	\$7,457.26
Supplies	\$0.00	\$1,100.00	\$2,302.38
Services - Professional - Blue Mtn Humane Society	\$600.00	\$600.00	\$600.00
Communications	\$50.00	\$0.00	\$52.68
Postage	\$0.00	\$0.00	\$19.87
Services - Utilities	\$500.00	\$576.00	\$528.00
Total Public Safety	\$443,685.96	\$436,376.04	\$388,412.81

NARRATIVE: The City of Dayton contracts with Columbia County for law enforcement services and dispatch services. The contract provides for 24-7 law enforcement coverage and dispatch services for our citizens. The purpose of the City of Dayton Animal Control Office is to provide a safe community, free of stray and dangerous dogs, by enforcing animal control ordinances and laws including ensuring up to date rabies vaccinations and by educating the public to be responsible pet owners.

The Animal Control Department consists of one part-time Animal Control Officer (ACO) and his designees. The Clerk’s Office provides licensing services.

2022 Animal Control Services Objectives:

- Continue researching Dog Impound Shelter Alternatives
- Implement humane impound strategies as prescribed by Association of Shelter Veterans, Guidelines for Standards of Care in Animal Shelters

City Park Department	2022 Budget	2021 Budget	2020 Actual
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Salaries and Wages: Park Maintenance	\$66,396.93	\$68,659.00	\$59,434.49
Personnel Benefits	\$31,495.70	\$36,368.00	\$25,517.77
Personnel Benefits - Clothing Allowance	\$250.00	\$0.00	\$250.00
Supplies	\$20,000.00	\$12,800.00	\$13,458.21
Caboose Park Restrooms	\$1,000.00	\$1,000.00	\$175.26
Supplies - Fuel	\$2,500.00	\$0.00	\$2,536.95
Communications	\$250.00	\$0.00	\$262.97
Services - Travel	\$200.00	\$0.00	\$194.00
Services - Utilities	\$25,000.00	\$22,680.00	\$15,849.06
Contracted Repairs and Maintenance	\$20,000.00	\$0.00	\$65.04
Services - Other	\$0.00	\$0.00	\$156.00
Transfer TO Fund 301 - Park Mower Payment	\$3,520.00	\$3,520.00	\$0.00
Total City Park Department	\$170,612.63	\$145,027.00	\$117,899.75

2022 Parks & Recreation Primary Objectives:

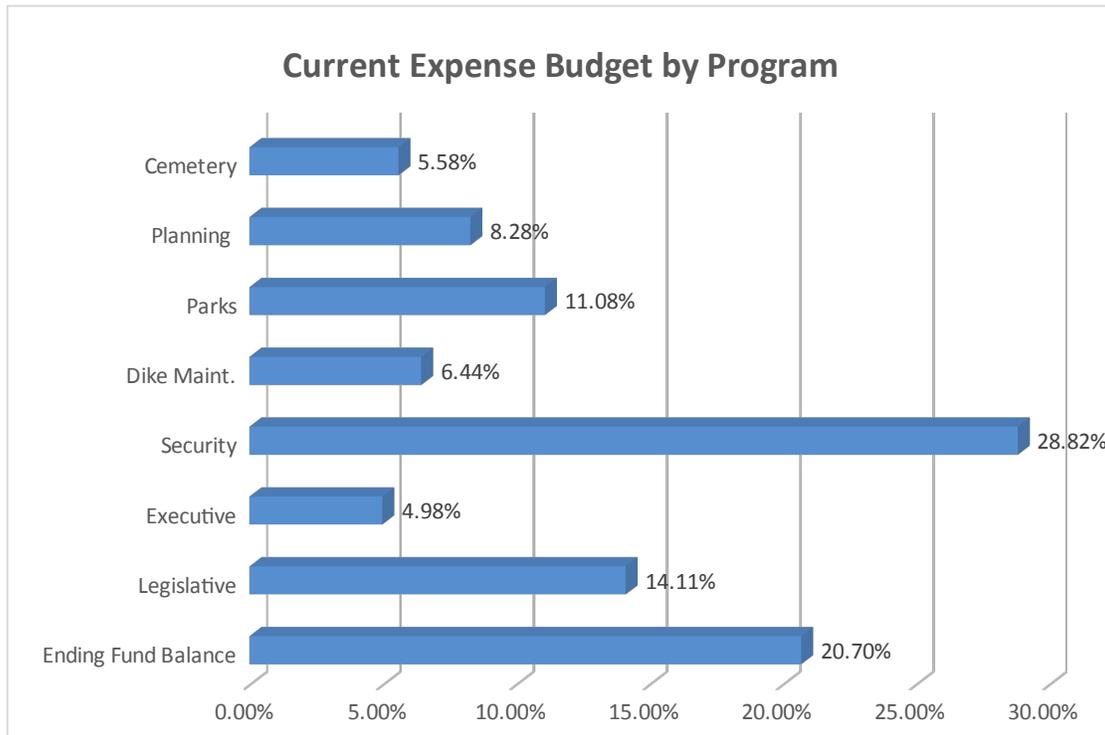
- *Research constructing a Sports Complex Restroom*
- *Planning for a Park Splash Pad*
- *Create a plan to improve Pietryzcki Park Play Equipment including potential relocation of equipment and installation of fencing barriers around the structures*
- *Install Phase 4 of Pietryzcki Park Irrigation system - Fishpond-Ball Field phase*
- *Perform a condition assessment of park trees to formulate a maintenance, removal, and replacement program*
- *Research, discuss and prioritize community-wide innovative and unique parks and recreation opportunities*
- *Implementation of Pietryzski Park Sign Upgrades*

Cemetery Services	2022 Budget	2021 Budget	2020 Actual
Salaries and Wages - Cemetery	\$37,747.08	\$60,948.00	\$47,744.84
Personnel Benefits	\$11,544.52	\$25,564.00	\$16,771.68
Personnel Benefits - Labor & Industries	\$0.00	\$0.00	(\$11.10)
Supplies	\$5,000.00	\$5,839.00	\$4,154.59
Supplies - Fuel	\$2,500.00	\$0.00	\$1,587.24
Services - Professional	\$0.00	\$0.00	\$154.47
Services - Professional: DOC	\$1,500.00	\$0.00	\$0.98
Excise Taxes	\$100.00	\$100.00	\$54.28
Communications	\$50.00	\$30.00	\$105.13
Services - Travel	\$0.00	\$0.00	\$0.00
Services - Utilities	\$27,500.00	\$26,000.00	\$26,143.37
Contracted Repairs and Maintenance	\$0.00	\$900.00	\$0.00
Services - Other	\$0.00	\$0.00	\$245.00
Supplies	\$0.00	\$0.00	\$56.69
Fuel - Vehicle	\$0.00	\$0.00	\$550.58
Utilities	\$0.00	\$0.00	\$593.90
Total Cemetery Services	\$85,941.60	\$119,381.00	\$98,151.65

NARRATIVE: The Dayton City Memorial Cemetery serves the community with respect and dignity in the time of personal need. The Dayton City Memorial Cemetery contains approximately 24 acres with twelve (12) plotted blocks. The Public Works Department is responsible for the maintenance of the grounds. City Administrator's Office is responsible for receiving customer calls, finding grave and plot locations, selling of sections or plots and scheduling interments.

→ **2022 Cemetery Services Primary Objectives:**

- Utilize available funding options to recreate and preserve the existing historic cemetery maps and other historic cemetery data
- Use Washington State Department of Corrections to perform routine maintenance including annual tree trimming maintenance
- Perform a condition assessment of park trees to formulate a maintenance, removal, and replacement program



103 CITY STREET AND ROAD FUND

NARRATIVE: The Street Department is a division of the Public Works Department. The Public Works Director is responsible for the maintenance and operation functions related to city streets, which includes, but is not limited to: basic maintenance of the paved streets and roads within the city, various

traffic control striping of curbs and crosswalks and exempt areas, snow and ice removal, upkeep of Main Street lights, vegetation control, street cleaning, and patching of surfaced streets, to name a few. While this list is not all inclusive, the City has completed the following transportation-related projects since 2007:

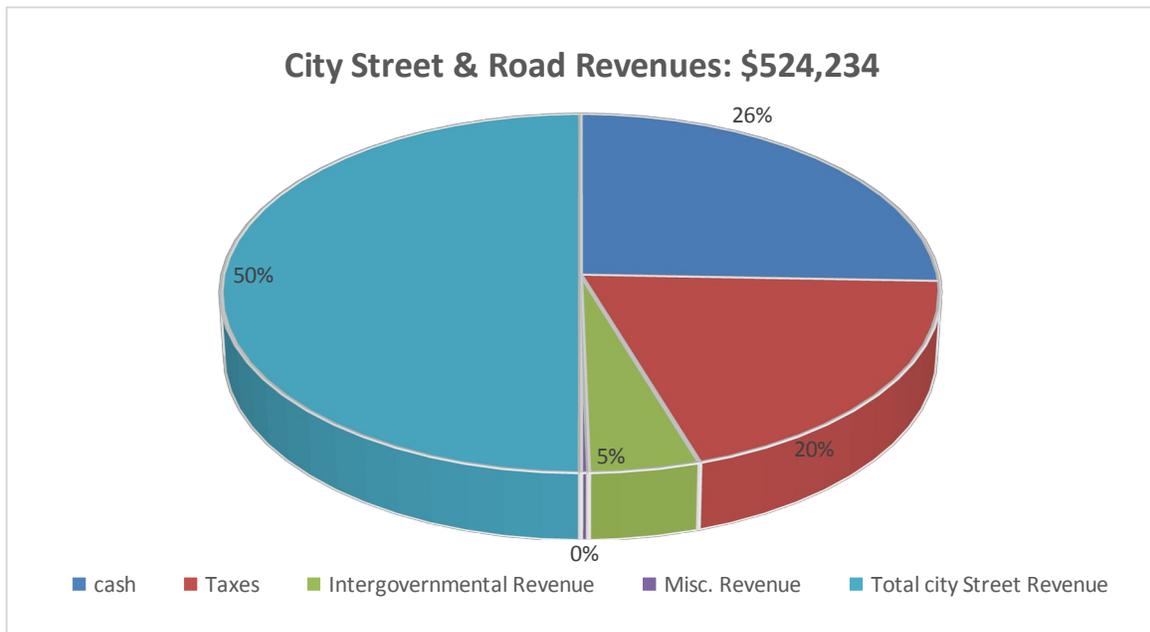
2007-Chip Seal Project - various locations	2018-FEMA Street Repairs (multiple locations)
2008-Chip Seal Project - Various streets	2018 - W Washington St Overlay (N Front St to N Cottonwood St)
2008-S. 3rd Street Reconstruction Project - School Bus Lane to E. Jackson St	2018 - N Cottonwood St Overlay (W Washington Ave to W Patit Ave)
Cameron Street (along SR12)	2018-E Patit Ave overlay (E. 5 th St to Seneca Way)
2009-Dayton Ave Overlay (Front St to SR12)	2018- N 5 th St Overlay (E. Patit to RR Tracks)
2010-S 2 nd St (Main St to Park St)	2018 - City-wide LED Streetlight Conversion Project
2011-S 2 nd to S 3 rd Alley Reconstruction (south of Main St)	2019-S 5 th St BST (Day St to South end)
2012-S 1st to S 2nd Alley Reconstruction Project (south of Main St)	2019-N Cherry St BST (Commercial to Golf Course)
2013-West End Chip Seal Project (W Clay, W Spring, S Cottonwood, Willow, Pine)	2019-E Clay St Reconstruction (7 th St to 8 th St)
2016-N Front St Overlay (Main to Dayton Ave)	2019 City-owned LED Streetlight Conversion Project
2017- S 1 st St Reconstruction (Main to Oak)	2020 S 3rd St Sidewalk Replacement Project
2017/2018 - Main St Sidewalk (Pine St to Cottonwood St)	2020/2021 W Cameron St Seal Coat Project (S Cottonwood to SR12)

These projects were possible through a combination of city street and road tax revenues such as the Transportation Benefit District Sales Tax Revenue, competitive grant funds awarded by the Transportation Improvement Board, Washington State Department of Transportation, and various federal funding programs.

RCW mandated Six Year Transportation Improvement Program

Fund Balance	2022 Budget	2021 Budget	2020 Budget
Committed	\$200,000.00	\$22,800.00	\$184,649.28
Assigned	\$68,000.00	\$198,700.00	\$22,800.00
Total Fund Balance	\$268,000.00	\$221,500.00	\$207,449.28
Taxes			
Local Retail Sales and Use Tax	\$185,000.00	\$205,384.00	\$165,858.43
Business and Occupation Taxes on Utilities	\$60,000.00	\$0.00	\$76,562.47
Total Taxes	\$205,384.00	\$205,384.00	\$242,420.90
Non-Business License/permits			
Street and Curb Permits	\$1,000.00	\$0.00	\$678.75
Total Non-Business License/permits	\$0.00	\$0.00	\$678.75
Intergovernmental Revenues			
State Entitlements			12744.3
Multimodal Transportation - Cities	\$2,500.00	\$0.00	\$3,489.74
Motor Vehicle Fuel Tax - City Streets	\$45,000.00	\$0.00	\$47,156.76
Total State Entitlements	\$47,500.00	\$0.00	\$63,390.80
Total Intergovernmental Revenues	\$47,500.00	\$0.00	\$63,390.80
Miscellaneous Revenues			
Interest Earnings			3385.52
Investment Earnings	\$600.00	\$0.00	\$1,281.97
Other Interest	\$250.00	\$0.00	\$283.81
Total Interest Earnings	\$850.00	\$0.00	\$4,951.30
Other Miscellaneous Revenue			
Sale of Surplus	\$2,500.00	\$0.00	\$4,634.60

Total Other Miscellaneous Revenue	\$2,500.00	\$0.00	\$4,634.60
Total Miscellaneous Revenues	\$3,350.00	\$0.00	\$9,585.90
Total Revenues	\$524,234.00	\$426,884.00	\$523,525.63
Total City Street Fund	\$524,234.00	\$426,884.00	\$523,525.63



CITY STREET AND ROAD FUND - EXPENDITURES

City Street Operations	2022 Budget	2021 Budget	2020 Actual
Supplies	\$0.00	\$0.00	\$456.51
Supplies - Fuel	\$250.00	\$0.00	\$185.43
Services - Utilities	\$500.00	\$0.00	\$287.40
Salaries and Wages: Public Works	\$43,731.58	\$77,482.00	\$83,143.02
Personnel Benefits	\$22,790.15	\$48,413.00	\$37,976.51
Personnel Benefits - Labor & Industries	\$0.00	\$0.00	\$5.87
Supplies	\$15,000.00	\$10,000.00	\$19,294.13
Crack sealing Program	\$25,000.00	\$20,000.00	\$23,876.95
Supplies - Fuel	\$5,000.00	\$5,000.00	\$5,583.05
Professional Services	\$0.00	\$0.00	\$27.20
Communications	\$500.00	\$1,440.00	\$381.00
Contracted Repairs & Maintenance	\$15,000.00	\$14,100.00	\$109.70
Improvements-Main ST Trees Rep	\$15,000.00	\$10,000.00	\$15,228.01
Services - Other	\$1,500.00	\$1,500.00	\$245.54
Services - Professional	\$25,000.00	\$2,500.00	\$801.42
Contracted Repairs and Maintenance - Culvert	\$30,000.00	\$30,000.00	\$142.09
Supplies	\$2,500.00	\$2,500.00	\$72.58
Supplies - Fuel	\$0.00	\$50.00	\$310.67
Professional Services	\$0.00	\$1,500.00	\$0.00
Travel	\$0.00	\$0.00	\$9.36
Other	\$1,000.00	\$0.00	\$780.00
Services - Professional: Engineering	\$5,500.00	\$0.00	\$5,430.00
Supplies	\$5,000.00	\$6,300.00	\$4,696.23

Services - Utilities	\$25,000.00	\$24,000.00	\$19,644.97
Salaries and Wages:TCD - PW	\$0.00	\$13,670.00	\$12,320.49
Personnel Benefits	\$0.00	\$8,553.00	\$6,683.96
Supplies	\$0.00	\$8,500.00	\$0.00
Salaries & Wages: Snow/Ice	\$0.00	\$15,000.00	\$2,319.89
Personnel Benefits	\$0.00	\$9,359.00	\$655.05
Supplies	\$2,500.00	\$6,650.00	\$322.86
Supplies - Fuel	\$1,850.00	\$1,000.00	\$0.00
Contracted Repairs and Maintenance	\$0.00	\$1,000.00	\$0.00
Salaries & Wages: Street Clean	\$0.00	\$13,534.00	\$9,174.55
Personnel Benefits	\$0.00	\$8,446.00	\$3,514.70
Supplies	\$0.00	\$1,000.00	\$14.62
Supplies - Fuel	\$1,000.00	\$1,200.00	\$931.94
Contracted Repairs and Maintenance	\$2,112.00	\$500.00	\$0.00
Salaries and Wages: General Administration	\$0.00	\$9,407.00	\$5,580.78
Personnel Benefits	\$0.00	\$4,048.00	\$2,253.74
Supplies	\$250.00	\$250.00	\$26.13
Services - Professional	\$2,500.00	\$3,950.00	\$1,217.83
Services - Communications	\$750.00	\$837.00	\$614.13
Services - Liability Insurance	\$8,500.00	\$7,800.00	\$7,800.00
Contracted Repairs and Maintenance	\$0.00	\$500.00	\$0.00
Supplies	\$0.00	\$500.00	\$22.00
Services - Utilities	\$1,500.00	\$1,785.00	\$1,513.30
Repairs/maintenance	\$5,000.00	\$5,000.00	\$1,270.00
Street Planning Services - Salaries & Wages	\$0.00	\$8,162.00	\$1,984.66
Personnel Benefits	\$0.00	\$4,398.00	\$147.70
Personnel Benefits - Labor & Industries	\$0.00	\$0.00	\$16.74
Personnel Benefits - Employment Security	\$0.00	\$0.00	\$15.86
Personnel Benefits - DRS	\$0.00	\$0.00	\$256.72
Personnel Benefits - Insurance	\$0.00	\$0.00	\$91.90
Supplies	\$0.00	\$500.00	\$0.00
Professional Services	\$10,000.00	\$13,750.00	\$8,259.09
	\$524,234	\$404,084.00	\$285,696.28

2022 City Street and Road Ordinary Maintenance Department Primary Objectives:

- *Research equipment options for performing an effective crack sealing program.*
- *Perform maintenance on city alleyways by grading and shaping by re-graveling.*
- *City will implement a Main Street Trees Maintenance Program*
- *Implement Main Street Trees Maintenance Plan*
- *Remedy city-owned property code compliance violations*
- *Replace the bridge in the alley between S. 3rd and S. 4th Street over the Mustard Ditch*

106 HOTEL MOTEL EXCISE TAX

Beginning Fund Balance	2022 Budget	2021 Budget	2020 Actual
Restricted	\$15,000.00	\$0.00	\$20,760.41
Restricted - City	\$6,000.00	\$3,618.00	\$5,800.00
Total Beginning Fund Balance	\$21,000.00	\$3,618.00	\$26,560.41

Retail Sales & Use Tax			
Hotel/Motel Sales and Use Tax	\$40,000.00	\$36,249.00	\$39,889.62
Hotel/Motel Lodge Tx - City	\$4,000.00	\$4,027.00	\$4,432.18
Total Retail Sales & Use Tax	\$44,000.00	\$40,276.00	\$44,321.80
Total Revenues	\$65,000.00	\$43,894.00	\$70,882.21
	\$65,000.00	\$43,894.00	\$70,882.21

Motel/hotel Excise Tax Fund	2022 Budget	2021 Budget	2020 Actual
Restricted - City Portion	\$20,000.00	\$2,395.00	\$19,900.45
Salaries/wages - Public Works	\$3,500.00	\$3,500.00	\$117.12
Personnel Benefits	\$1,500.00	\$1,750.00	\$24.90
Services - Other: Chamber of Commerce - Tourism	\$40,000.00	\$36,249.00	\$50,890.29
Total Motel/Hotel Excise Tax Fund	\$65,000.00	\$43,894.00	\$70,932.76

NARRATIVE: The Hotel Motel Excise Tax Fund’s revenues come from the Motel/Hotel Lodging Excise Tax. The City collects a four percent special excise tax on charges for overnight lodging (RCW 67.28.181) inside the city limits.

These taxes can be used for tourism marketing, marketing and operations of special events and festivals, operations of tourism-related facilities owned or operated by nonprofit organizations, and operations and capital expenditures of tourism related facilities owned by the City of Dayton.

Historically the City has contracted with the Historic Dayton Chamber of Commerce for tourism promotion and marketing services. Also, the City uses a portion of this tax source to support the City’s involvement in community events. The Finance Committee recommended, and the 2022 Budget withholds ten percent (10%) to use towards other tourism and promotion events.

Motel Hotel Tax Funding is available to all non-profits through an annual application and review process that begins in August of each year.

110 AFFORDABLE AND SUPPORTIVE HOUSING

Affordable & Supportive Housing Fund Revenues	2022 Budget	2021 Budget	2020 Actual
Restricted	\$1,700.00	\$1,576.00	\$0.00
Total Beginning Cash & Investments	\$1,700.00	\$1,576.00	\$0.00
Taxes			
A & SH Sales & Use Tax	\$3,000.00	\$2,880.00	\$1,494.62

Total Taxes	\$3,000.00	\$2,880.00	\$1,494.62
Total Affordable & Supportive House Fund Revenues	\$4,700.00	\$4,456.00	\$1,494.62

Affordable & Supportive Housing Fund Expenditures			
Supplies	\$500.00	\$500.00	\$0.00
Services	\$4,200.00	\$3,956.00	\$1,494.62
Total Operating Expenditures	\$4,700.00	\$4,456.00	\$1,494.62

Narrative: The Affordable and Supportive Housing is a new program that was formed in 2019. A five members commission was created to serve as an advisory body to the City Council. The purpose for this program is to support the development of safe and affordable housing and related services in the City. The Commission is tasked with determining the gaps in Dayton's housing inventory and making recommendations to the Council on identified housing needs in our City. During the 2019 cycle, the State legislature authorized RCW 82.14.540, granting cities the option to utilize a portion of the state's sales and tax revenues earmarked specifically for the affordable and supportive housing programs. In February 2020, the City Council formally enacted legislation to take advantage of the funding opportunity to elevate the City's affordable and supportive housing efforts.

2021 Affordable & Supportive Housing Objectives:

- Marketing and Campaigning housing and development opportunities within Dayton
- Inventory and assess city-owned real property for affordable housing development potential

301 CAPITAL IMPROVEMENTS FUND

Revenues	2022 Budget	2021 Budget	2020 Actual
Beginning Fund Balance			
Restricted = REET	\$36,100.00	\$106,000.00	\$63,423.30
Committed = Cemetery	\$0.00	\$0.00	\$0.00
Committed = Park	\$36,000.00	\$18,250.00	\$21,779.00
Total Beginning Fund Balance	\$72,100.00	\$124,250.00	\$85,202.30

Taxes			
Public Transportation Systems Sales and Use Tax	\$75,000.00	\$70,000.00	\$77,986.43
REET 1 - First Quarter Percent	\$25,000.00	\$10,000.00	\$33,057.16
Total Taxes	\$100,000.00	\$80,000.00	\$111,043.59
State Direct/Indirect Grants			
State Military Department Grant	\$0.00	\$0.00	\$63,256.98
Total State Direct/Indirect Grants	\$0.00	\$0.00	\$63,256.98
Investment Earnings	\$500.00	\$0.00	\$395.43
Investment Interest	\$500.00	\$0.00	\$579.13
Total Investment Earnings	\$1,000.00	\$0.00	\$974.56
Total Revenues	\$173,100.00	\$204,250.00	\$197,220.45

Expenditures	2022 Budget	2021 Budget	2020 Actual
Restricted_REET	\$65,000.00	\$35,153.00	\$67,397.11
Capital Outlays	\$35,000.00	\$0.00	\$5,089.71
Park Lawn Mower Purchase	\$20,000.00	\$18,250.00	\$26,119.72
Professional Services - Engineering	\$0.00	\$0.00	\$1,961.98
Interfund Loan Principal	\$25,000.00	\$25,367.00	\$13,216.83
E Clay Street Project 2019	\$0.00	\$0.00	\$11,288.48
WA St Treasurer - LOCAL (P)	\$9,600.00	\$9,557.00	\$9,101.13
Interfund Loan — Interest	\$2,600.00	\$2,601.00	\$1,698.13
WA State Treasurer - LOCAL (I)	\$2,400.00	\$2,402.00	\$2,635.41
S. 3rd St Sidewalk Project. - Eng.	\$0.00	\$0.00	\$26,101.69
S 3rd St_2021/2022_ Design/Construction Eng.	\$0.00	\$44,920.00	\$83,764.48
Cameron St_2021_CE	\$0.00	\$2,500.00	\$1,823.61
Cameron St_2021_Construction	\$0.00	\$22,500.00	\$0.00
E. Clay St. Project - Construct.	\$0.00	\$0.00	\$1,880.00
Salaries/Wages	\$0.00	\$7,000.00	\$0.00
Personnel Benefits	\$0.00	\$3,500.00	\$0.00
Supplies	\$7,500.00	\$9,500.00	\$0.00
Other - Dog Park Reserve	\$1,000.00	\$1,000.00	\$0.00
E. Tremont St Improvements	\$5,000.00	\$20,000.00	\$8,399.15
Total Capital Improvement Fund	\$173,100.00	\$204,250.00	\$260,477.43

NARRATIVE: The Capital Improvements Fund’s primary resources include Real Estate Excise Tax (REET) and Transportation Benefit District Sales Tax revenues. This Fund replaced the Current Expense Cumulative Reserve Fund and the Equipment Repair and Replacement Fund. Certain aspects of this Fund are limited by RCW and can only be utilized for capital improvements established within the City’s Growth Management Comprehensive Plan, 6-Year Capital Improvement Plan, and 6-Year Transportation Improvement Plans.

2022 Capital Improvement Fund’s Objectives:

- Annual loan payment towards the purchase of a new street sweeper
- Annual interfund loan payment towards the S. 1st St. and W. Main St. Improvements
- S. 3rd Street Sidewalk Replacement Project Interfund Loan Repayment
- Installation of Phase 4 of the automated sprinkler system in Pietryzcki Park - Fish Pond/Ball Field
- Complete the W. Cameron Street Seal Coat Project
- Park and Cemetery Equipment Replacement Reserves

- *City Hall Deferred Maintenance Improvements*
- *E. Tremont Street BST Project*
- *Complete S. 3rd Street Road Project*
- *Design N. 3rd St. Project*

401 SEWER OPERATION & MAINTENANCE FUND, 402 SEWER CAPITAL IMPROVEMENT FUND, 414 WATER AND SEWER DEBT SERVICE FUND - SEWER PORTION

Beginning Cash Balances	<u>2022 Budget</u>	<u>2021 Budget-</u>	<u>-2020 Budget</u>
401 - Sewer Revenue	\$225,000.00	\$114,000.00	\$325,760.06
402 - Sewer Reserve	\$440,961.00	\$189,000.00	\$238,752.90
414 - Water/Sewer Debt Service	\$84,000.00	\$0.00	\$10,930.10

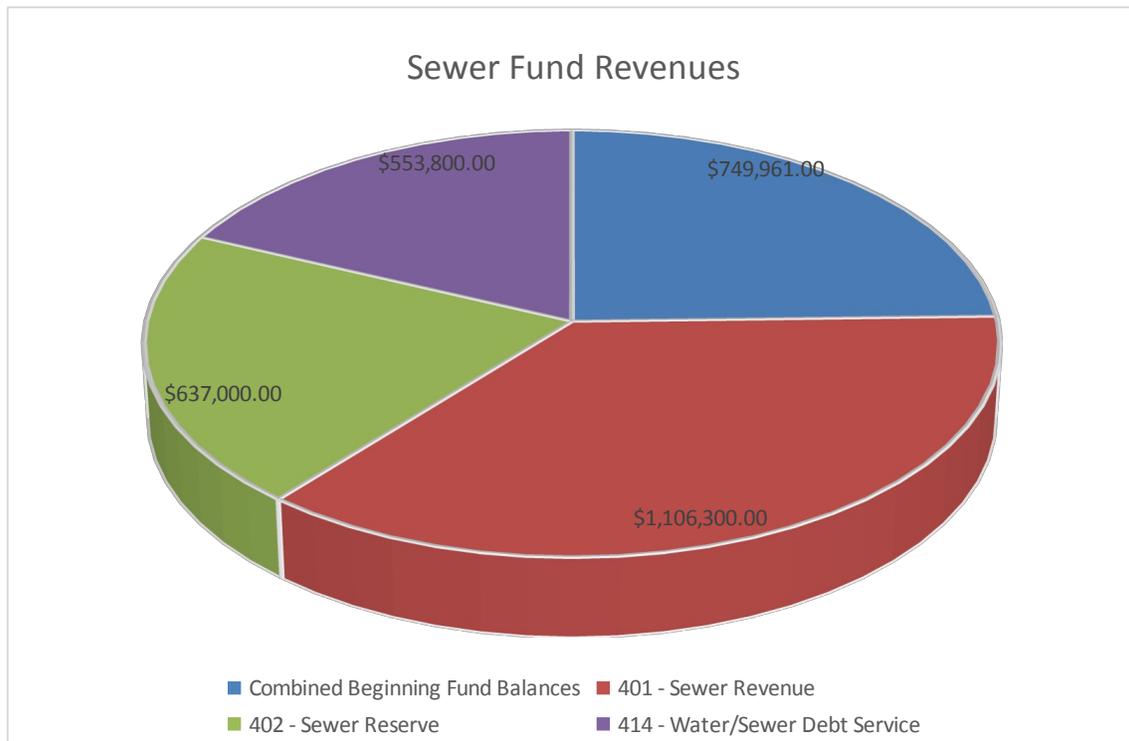
Total Fund Balances	\$749,961.00	\$303,000.00	\$575,443.06
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Revenues

401 - Sewer Revenue			
Buildings, Structures and Equipment - Plumbing Permit	\$1,500.00	\$0.00	\$1,521.42
Sewer Permit/inspections	\$50.00	\$0.00	\$39.50
Sewer Sales and Services	\$1,100,000.00	\$666,473.00	\$1,021,677.12
Sewer Service Charges	\$1,500.00	\$0.00	\$1,620.00
Greywater Treatment	\$2,500.00	\$0.00	\$1,890.00
Investment Earnings	\$750.00	\$2,000.00	\$3,107.53
Sale of Surplus	\$0.00	\$0.00	\$195.75
Total 401 Revenue Sources	\$1,106,300.00	\$668,473.00	\$1,030,051.32
402 - Sewer Reserve			
Dept of Ecology Grant - WWTP	\$0.00	\$790,000.00	\$0.00
Investment Earnings	\$0.00	\$0.00	\$2,402.53
Special Assessment - Capital: CFC Charges	\$5,000.00	\$0.00	\$5,039.50
Revenue Bonds Issued	\$0.00	\$350,000.00	\$0.00
ARPA - 3rd Street Sewer	\$340,000.00	\$0.00	\$0.00
Transfers-In	\$292,000.00	\$146,326.00	\$292,300.74
Total 402 Revenue Sources	\$637,000.00	\$1,286,326.00	\$299,742.77
414 - Water/Sewer Debt Service			
Investment Earnings	\$5,800.00	\$0.00	\$5,749.14
Transfers-In	\$0.00	\$589,451.00	\$1,182,086.25
Transfers-In: 403	\$275,000.00	\$0.00	\$226,100.00
Transfers-In: 401	\$273,000.00	\$0.00	\$223,000.00
Total 414 Revenue Sources	\$553,800.00	\$589,451.00	\$1,636,935.39
Total Revenues all Sources	\$3,047,061.00	\$2,847,250.00	\$3,542,172.54

SEWER RATE INCREASES

The 2021 Budget included a sewer utility rate increase of 10% or \$6.26 per residential unit located inside city limits for 2021. The City has not experienced an increase sewer utility rates since 2019. In 2020, the City Council delayed an increase in sewer utility rates in exchange for deferring capital improvement programs for one-year. Throughout the Budget process, it was relayed that sewer utility rates increases would be necessary beyond 2020 to provide current operation and maintenance service levels; meet capital improvement and/or replacement priorities to keep up with the system's demands, and to mitigate system failures and interruption of services; and, meet outstanding debt service requirements.



Sewer Operation and Maintenance (O & M) Fund 401 – Expenditures

Narrative: The Sewer Operation and Maintenance Fund provides for ongoing maintenance and operation of the City’s sewer collection system and Wastewater Treatment Facility.

The Wastewater Treatment Plant’s National Pollutant Discharge Elimination System (NPDES) Waste Discharge Permit No. WA0020729 effective October 1, 2011 and amended July 1, 2015 (Appendix A) established the City’s effluent limits at a discharge rate not to exceed 750,000 gallons per day. On an average, the City discharges approximately 200,000 gallons per day.

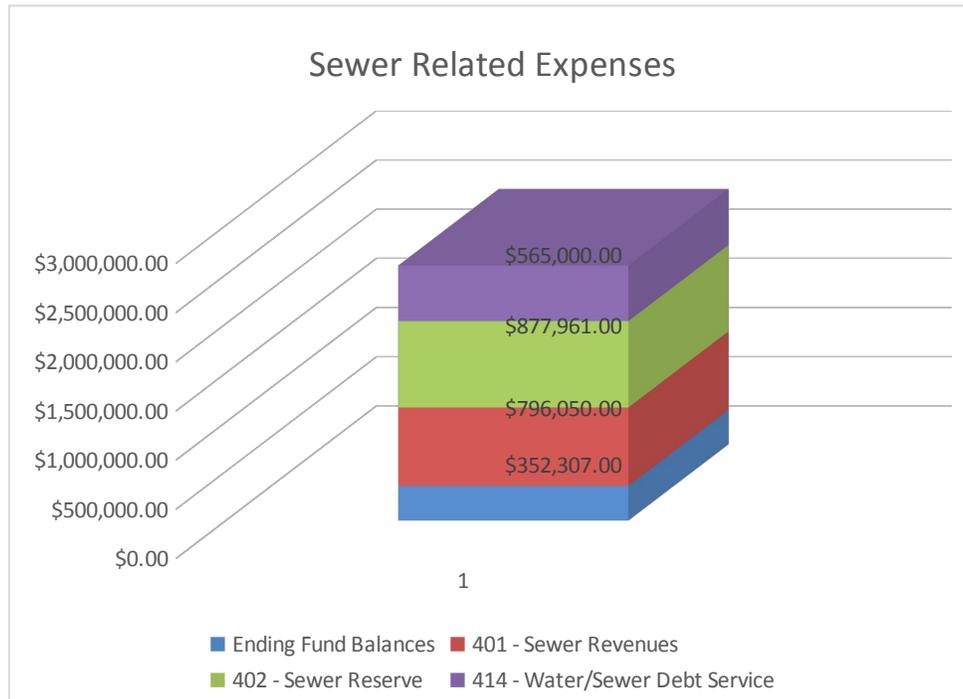
The sanitary sewer collection system consists of approximately 86,514 lineal feet of collection mains. Based on 2019’s gross revenue receipts and annual user charges for single-family residential unit (inside city), there were approximately 1395 residential equivalent units being served by the City of Dayton Wastewater Collection and Treatment Facilities into 2020.

Sewer utility collection and administration is also funded through the Sewer Operation and Maintenance Fund.

Ending Fund Balances			
401 - Sewer Expenditures	\$79,507.00	\$90,000.00	\$201,123.94
402 - Sewer Reserve	\$200,000.00	\$80,577.00	\$390,371.92
414 - Water/Sewer Debt Service	\$72,800.00	\$14,541.00	\$74,270.24
Total Ending Fund Balances	\$352,307.00	\$185,118.00	\$665,766.10
Expenditures			
401 - Sewer Expenditures			
Sewer Utility Refunds	\$2,500.00	\$0.00	\$2,081.85
Salaries & Wages:WWTP Operator	\$0.00	\$79,186.00	\$76,071.03
Personnel Benefits	\$0.00	\$41,073.00	\$34,543.44
Personnel Benefits - Clothing Allowance	\$250.00	\$0.00	\$231.18
Supplies	\$20,000.00	\$12,000.00	\$25,855.25
Supplies - Fuel	\$10,000.00	\$8,830.00	\$5,779.92

Services - Professional	\$10,000.00	\$8,780.00	\$15,009.59
Communications	\$5,500.00	\$5,480.00	\$5,050.68
Services - Travel	\$1,500.00	\$3,000.00	\$224.00
Services - Utilities	\$33,000.00	\$31,000.00	\$28,865.72
Contracted Repairs and Maintenance	\$10,000.00	\$15,000.00	\$2,927.17
Services - Other	\$5,000.00	\$2,500.00	\$4,893.76
Permits/dues/subscriptions	\$500.00	\$0.00	\$500.00
Salaries and Wages: Utility Billing	\$0.00	\$136,494.00	\$80,672.92
Personnel Benefits	\$0.00	\$46,409.00	\$35,959.86
Supplies	\$5,000.00	\$4,000.00	\$3,987.90
Services - Professional	\$10,000.00	\$9,000.00	\$10,120.36
Excise Taxes	\$25,000.00	\$20,000.00	\$20,386.10
Communications	\$2,000.00	\$1,900.00	\$2,034.12
Services - Travel	\$1,000.00	\$1,000.00	\$25.01
Services - Utilities	\$2,500.00	\$2,300.00	\$2,914.74
Contracted Repairs and Maintenance	\$10,000.00	\$9,000.00	\$15,085.60
Services - Other	\$500.00	\$500.00	\$1,812.67
Salaries & Wages: PW	\$0.00	\$115,845.00	\$96,650.87
Personnel Benefits	\$0.00	\$73,647.00	\$46,857.73
Personnel Benefits - Labor & Industries	\$0.00	\$0.00	\$26.74
Personnel Benefits - Clothing Allowance	\$1,500.00	\$0.00	\$1,475.00
Supplies	\$15,000.00	\$11,000.00	\$20,035.50
Supplies - Fuel	\$5,000.00	\$3,500.00	\$5,067.10
Services - Professional	\$5,000.00	\$5,000.00	\$12,017.08
Communications	\$4,000.00	\$3,640.00	\$2,788.02
Services - Travel	\$2,500.00	\$2,450.00	\$149.30
Services - Liability Insurance	\$30,000.00	\$26,400.00	\$18,161.00
Services - Utilities	\$3,500.00	\$3,539.00	\$3,456.19
Contracted Repairs and Maintenance	\$5,000.00	\$5,000.00	\$9,063.17
Services - Other	\$5,000.00	\$5,000.00	\$625.20
Transfers-Out: 414	\$273,000.00	\$0.00	\$223,000.00
Transfers-Out: 402	\$292,300.00	\$0.00	\$292,300.74
401 - Sewer Expenditure Totals	\$796,050.00	\$692,473.00	\$1,106,706.51
402 - Sewer Reserve			
Services - Professional: WWTP and TMDL	\$20,000.00	\$790,000.00	\$12,786.50
Professional Services - Camera services	\$50,000.00	\$50,000.00	\$0.00
Equipment Replacement	\$50,000.00	\$42,737.00	\$101,266.25
Sewer Utilities: System Improvements	\$400,000.00	\$157,512.00	\$22,807.77
Computer Hardware and Software Components	\$7,961.00	\$4,500.00	\$1,908.58
Land Acquistion Acquisition - WWTP	\$350,000.00	\$350,000.00	\$9,486.25
402 - Sewer Reserve Totals	\$877,961.00	\$1,394,749.00	\$148,255.35
414 - Water/Sewer Debt Service			
Debt Repayment - Combined Water and Sewer System: W/S Revenue Bonds	\$485,000.00	\$485,189.00	\$1,596,466.98
Interest and Other Debt Service Cost - Combined Water and Sewer System: W/S Revenue Bonds	\$80,000.00	\$7,539.00	(\$22,820.46)
Principal	\$0.00	\$0.00	\$23,159.59
Interest	\$0.00	\$0.00	\$27,560.18
Principal	\$0.00	\$13,001.00	\$82,682.83

Interest	\$0.00	\$1,321.00	\$28,570.54
414 - Water/Sewer Debt Service Totals	\$565,000.00	\$507,050.00	\$1,735,619.66
Total Sewer Fund Expenditures	\$2,591,318.00	\$2,779,390.00	\$3,656,347.62



Sewer Capital Improvement Fund 402 – Expenditures

NARRATIVE: The Sewer Capital Improvement Fund provides for major improvements to the City's collection and wastewater treatment systems. In 2021, the City anticipates^{sd} expending approximately \$1.4 million on capital improvement projects including, but not limited to the sewer videoing project, Wastewater Treatment Facility Upgrade, S. 3rd Street Sewer Mainline Design and various rolling stock equipment.

Wastewater Treatment Plant Upgrade Project: Background

The City of Dayton has been working diligently with Ecology in evaluating alternative wastewater treatment upgrade solutions needed to meet surface water quality standards. Alternatives for the treatment upgrades are limited by stringent Touchet River wasteload allocations as well as water rights constraints.

Previous alternatives Dayton pursued and invested in over the years included: 1) Producing reclaimed water to irrigate the existing city-owned golf course near the WWTP, but this option was precluded due to water rights impairment issues that would be identified in the water rights impairment analysis required for reclaimed water projects; and 2) Year-round land treatment and storage to remove discharge from the river; identified as the most technologically and economically feasible alternative based on a comprehensive Facilities Plan analysis, but this option became infeasible due to rising property purchase costs formerly considered viable.

The City, Anderson Perry & Associates, Inc., the Confederated Tribes of the Umatilla Indian Reservation (CTUIR), Washington Water Trust (WWT), Washington State Department of Ecology, State Representatives, and other local and state agencies (collectively referred as "Group" hereafter) have partnered, to evaluate innovative treatment alternative options to meet Ecology requirements for water quality standards and water rights as well as to provide a holistic, environmentally sustainable, cost-effective, solution for the Touchet River with expanded benefits to the river ecosystem.

The Group has been developing an innovative design alternative that Anderson Perry & Associates, Inc. has successfully employed in central Oregon under similar circumstances. The Group has also been in contact with several programs in Ecology's Eastern Regional Office for their input, with Water Quality Program (WQP) Permit Unit staff as the primary point of contact.

Proposed Innovative Design Alternative

At its core, the proposed upgrade alternative includes the following design elements.

- Advanced secondary treatment facilities for year-round treatment.
- Seasonal tertiary treatment using an unlined constructed wetland system with hydraulic continuity to the Touchet River.
- Constructed treatment wetlands designed to provide enhanced nutrient removal and cooling of the advanced secondary system discharge.
- Final alternative design is expected to include expanded benefits through multiple projects to restore wetlands and floodplains areas to improve habitat and river functions.

Progress on the Innovative Alternative

- The Group began monthly meetings to streamline communications and coordination to meet Ecology requirements and deadlines as well as overall environmental goals for the Walla Walla Watershed and the Dayton community.
- Anderson Perry, Inc. submitted a Technical Memorandum assessing the feasibility of the proposed constructed wetlands alternative based on company experience with successful projects and in absence of state guidance for designing such systems.
- WWT prepared a draft report providing an initial evaluation of potential constructed wetlands sites, and a second report with further evaluation of specific sites.
- The reports were submitted to the WQP Permit Unit for review. Based on discussion with the WQP Section Manager, a path forward has been identified and the project proposal has subsequently gone through reviews several DOE Program Units, and overall feedback concluded in support of further development of the proposed alternative.

At this time, Dayton has asked for more formal feedback from Ecology in hopes of getting a reasonable level of assurance that the proposed alternative is feasible in terms of meeting all Ecology requirements. The city requested feedback before proceeding to detailed design to invest their limited funds wisely in a WWTP upgrade that Ecology can review, provide reasonable comments, and eventually approve as appropriate.

Water & Sewer (W & S) Debt Service Fund 414 - Sewer Portion Expenditures

Narrative: The Debt Service Fund is used to repay all outstanding proprietary debt.

403 WATER REVENUE (OPERATION AND MAINTENANCE) FUND 404 WATER CUMULATIVE RESERVE (CAPITAL IMPROVEMENT) FUND

Beginning Fund Balances	<u>2022 Budget</u>	<u>-2021 Budget</u>	<u>-2020 Budget</u>
403 - Water Revenue	\$387,000.00	\$109,008.00	\$362,403.83
404 - Water Reserve	\$370,000.00	\$325,000.00	\$295,124.58
Total Fund Balances	\$757,000.00	\$434,008.00	\$657,528.41
Revenues			
403 - Water Revenue			
Buildings, Structures, Equipment - Water Permit	\$500.00	\$0.00	\$505.50
Water Sales and Services	\$1,100,000.00	\$706,288.00	\$992,444.10
Non-Court Fines and Penalties	\$500.00	\$0.00	\$7,904.78
Investment Earnings	\$1,500.00	\$3,000.00	\$2,798.61
Sale of Surplus	\$500.00	\$0.00	\$195.75
Total 403 Water Revenue	\$1,103,000.00	\$709,288.00	\$1,003,848.74
404 - Water Reserve			
CFC Charges	\$5,000.00	\$0.00	\$5,050.00
Total 404 - Water Reserve	\$5,000.00	\$0.00	\$5,050.00
Total Revenue All Water Sources	\$1,865,000.00	\$1,143,296.00	\$1,666,427.15

WATER UTILITY RATE INCREASES

The City of Dayton had not increased water utility rates since 2018, until 2021, rate increases are never easy, but they are necessary to keep up with the water systems needs. The City of Dayton has not increased water utility rates since 2018. As noted in the 2020 Budget, the City deferred capital improvement projects in exchange for foregoing water utility rate increases in fiscal years 2019 and 2020. The 2020 Budget also made it clear that water utility rates increases would be necessary beyond 2020 to provide current operation and maintenance service levels; meet capital improvement and/or replacement needs to not only keep up with the system's demands, but to mitigate system failures and interruption of services; and, meet outstanding debt service requirements.

In 2022 the City Council will determine debt load versus the "pay as you go" approach to determine water utility rate levels beyond 2022 in effort to meet the City's capital improvement plan.

Rates increases are never easy, but they are a necessity to keep up with the water system's needs. The proposed water utility rate increase^d for fiscal year 2021 was 10%, OR, \$4.40 per month per residential unit located within city limits with a standard 1" or less water meter (Appendix A).

In 2022 the City Council will determine debt load versus the "pay as you go" approach to determine water utility rate levels beyond 2022 in effort to meet the City's capital improvement plan.

Water Revenue (Operation and Maintenance) Fund 403 and Water Cumulative Reserve (Capital Improvement) Fund 404 - Expenditures

Ending Fund Balances	2022 Budget	2021 Budget	2020 Actual
403 - Water Revenue Ending Cash Balance	\$354,710.00	\$60,000.00	\$342,641.33
404 - Water Reserve Ending Cash Balance	\$300,000.00	\$135,000.00	\$328,482.88
Total Ending Fund Balances	\$654,710.00	\$195,000.00	\$671,124.21
Expenditures			
403 - Water Revenue			
Supplies	\$0.00	\$0.00	\$0.00
Water Utility Refunds	\$1,500.00	\$0.00	\$1,593.71
Salaries and Wages: Utility Billing	\$0.00	\$116,494.00	\$84,266.31
Personnel Benefits	\$0.00	\$52,909.00	\$37,657.22
Personnel Benefits - Labor & Industries	\$0.00	\$0.00	(\$0.10)
Supplies	\$3,500.00	\$3,000.00	\$3,407.98
Services - Professional	\$15,000.00	\$11,600.00	\$10,114.08
Excise Taxes	\$65,000.00	\$60,000.00	\$47,618.02
Communications	\$2,500.00	\$2,400.00	\$2,928.43
Services - Travel	\$1,500.00	\$1,500.00	\$25.01
Services - Utilities	\$2,600.00	\$2,600.00	\$2,233.05
Contracted Repairs and Maintenance	\$20,000.00	\$15,000.00	\$15,202.70
Services - Other	\$2,500.00	\$1,000.00	\$7,154.96
Salaries and Wages: PW	\$18,766.66	\$163,530.00	\$118,035.97
Personnel Benefits	\$0.00	\$94,599.00	\$58,630.19
Personnel Benefits - Labor & Industries	\$0.00	\$0.00	\$26.73
Personnel Benefits - Insurance	\$0.00	\$0.00	\$48.84
Personnel Benefits - Clothing Allowance	\$0.00	\$0.00	\$400.00
Supplies	\$25,000.00	\$21,000.00	\$38,531.65
Supplies - Fuel	\$7,500.00	\$7,500.00	\$4,156.16
Services - Professional	\$15,000.00	\$11,000.00	\$15,814.33
Communications	\$4,500.00	\$4,164.00	\$2,921.17
Services - Travel	\$1,500.00	\$1,500.00	\$1,369.64
Services - Liability Insurance	\$30,000.00	\$26,000.00	\$21,499.00
Services - Utilities	\$150,000.00	\$145,000.00	\$129,891.41
Contracted Repairs and Maintenance	\$15,000.00	\$15,000.00	\$9,547.06
Services - Other	\$3,498.00	\$2,500.00	\$711.32
Transfers-Out: 414	\$275,000.00	\$0.00	\$226,100.00
Transfers-Out: 404	\$103,000.00	\$0.00	\$75,000.00
Total Water Revenue Expenditures	\$762,864.66	\$758,296.00	\$914,884.84
404 - Water Reserve			
Services - Professional	\$20,000.00	\$20,000.00	\$0.00
Engineering-Levee Improvements	\$0.00	\$45,000.00	(\$1,018.00)
Equipment Replacement - Rolling Stock	\$75,000.00	\$94,362.00	\$43,037.30
N. Touchet Water Main Line	\$50,000.00	\$50,000.00	\$0.00
Capital Expenditures/Expenses	\$18,000.00	\$56,100.00	\$3,140.12
Meter Replacement	\$15,000.00	\$12,000.00	\$1,477.50

Computer Software/Hardware Components	\$0.00	\$15,000.00	\$3,161.55
Total Water Reserve Expenditures	\$178,000.00	\$292,462.00	\$49,798.47
Total Water Related Expenditures	\$1,595,574.66	\$1,245,758.00	\$1,635,807.52

NARRATIVE: The primary function of the Water Department is to provide the citizens of Dayton with quality potable water supply, while keeping within the Washington Administrative code (WAC) 245-290 related to the Washington State Department of Health (DOH). The physical facilities of the Department consist of three (3) wells, each with their own filtration system, a 220,000-gallon Standpipe and Water Reservoir with a 2-million-gallon storage capacity, and approximately 131,525 lineal feet of water distribution lines ranging in size from ½ inch to 12 inches in diameter. The Water Department maintains the system distribution lines, service lines and physical facilities. There are approximately 1,350 service connections within and outside the corporate city limits. The Department also maintains, replaces, and installs new fire hydrants on an as needed basis in conjunction with the Fire Department’s needs and good engineering practice. There is also an active Cross-Connection Control Program that protects the public water system from contamination through the elimination of any actual or potential physical connection between the water distribution system and the consumer’s water system source of non-potable liquid, solid, or gas that could contaminate the potable water by backflow. Sampling stations are located throughout the distribution system to monitor water quality and chlorine residual.

The operational portion of the Water Department falls under the auspices of the Public Works Department and administration falls under the Administrator's Department; both departments are operated by the Water Operation and Maintenance Fund.

Narrative: The Water Cumulative Reserve (Capital Improvement) Fund provides for major improvements to the City's water system. In 2021, the City anticipates^{sd} expending approximately \$292,000 on capital improvement projects for the City's water system.

2021 Water Capital Improvement Fund Objectives:

- *Continue updating the water system’s asset inventory.*
- *Maintain reserve to assist with the levee improvement program.*
- *Complete the Energy Audit research to determine if the installation of automated water meter readers and replacement program is a cost-benefit project to implement.*
- *Research and improve city-wide fire suppression system, specifically hydrants.*

413 WATER & SEWER BOND RESERVE FUND

Water/Sewer Bond Reserve			
Beginning Fund Balance	2022 Budget	2021 Budget	2020 Actual
Restricted_EFB_Water	\$95,000.00	\$105,750.00	\$354,106.00
Restricted_EFB_Sewer	\$150,000.00	\$105,750.00	\$150,151.16
Total Beginning Fund Balance	\$245,000.00	\$211,500.00	\$504,257.16

Water/Sewer Bond Reserve			
Ending Fund Balance	2022 Budget	2021 Budget	2020 Actual
Restricted_EFB_Water	\$122,500.00	\$105,750.00	\$108,795.06
Restricted_EFB_Sewer	\$122,500.00	\$105,750.00	\$108,795.07
Total Ending Fund Balance	\$245,000.00	\$211,500.00	\$217,590.13
Interest & Other Activity	\$0.00	\$0.00	\$286,667.03
Total Water/Sewer Bond Reserve	\$245,000.00	\$211,500.00	\$504,257.16

NARRATIVE: As required by water and sewer revenue bond covenants, the City must maintain a debt reserve totaling approximately one full payment for each bond obligation until bond obligations have been met, that is, until both principal and interest has been paid off. The bond reserve for 2021 has been considerably reduced. This reduction was due to the reserve requirements as part of the 2020A, B, and C Water and Sewer Refunding Bond Project.

Debt Service Summary

In 2020, the City paid off the 2004 USDA Water Revenue Bond, Phase 1 and refinanced the USDA Water Revenue Bond - Phase 11, 2010 Refunding Water and Sewer Revenue Bonds, and the 2017 Junior Lien Water and Sewer Revenue Bonds. The City now has three outstanding Water and Sewer Revenue Bonds, two non-voted, general obligation bond, three (3) Interfund Loan and two (2) Public Works Board Loans consisting of water debt. Below is a table that provides a list of these debts, the 2021 debt service payments including principal and interest and the outstanding principal balances as of 12/31/2020 as follows:

Debt Service	2021 Debt Service Payments including Principal & Interest	Principal Balance as of 12/31/2021	Pay-Off Date
<i>General Obligation Non-Voted Bond:</i>			
2017 Street Sweeper	\$ 11,957	\$ 43,248	6/1/2025
2007 S. 3rd Street Sewer Project	\$ 14,322	\$ 13,377	03/15/22
Sub-Total	\$ 26,280	\$ 56,625	
<i>Public Works Board Debts:</i>			
2001 Water System Improvements	\$ 26,333	\$ -	06/01/21
2004 Water System Improvements	\$ 11,410	\$ 10,971	06/01/22
Sub-Total	\$ 37,743	\$ 10,971	
<i>Interfund Loans:</i>			
S. 3rd Street Sidewalk Replacement	\$ 15,126	\$ 59,415	12/31/25
2017 Street & Road Improvements	\$ 15,040	\$ 43,197	09/30/20
E. Clay Street Improvements	\$ 12,927	\$ 48,776	04/30/25
Sub-Total	\$ 27,967	\$ 91,974	
<i>Water & Sewer Revenue Bonds:</i>			
2020A Refunding Bonds	\$ 69,767	\$ 1,126,762	12/01/44
2020B Refunding Bonds	\$ 333,534	\$ 648,723	12/01/23
2020C Refunding Bonds	\$ 134,044	\$ 799,585	06/01/28
Sub-Total	\$ 537,345	\$ 1,448,308	
Total	\$ 629,334	\$ 1,607,878	

701 CEMETERY ENDOWMENT FUND

Beginning Fund Balances	2022 Budget	2021 Budget	2020 Actual
Nonspendable	\$317,000.00	\$231,457.00	\$278,758.78
Total Beginning Fund Balances	\$317,000.00	\$231,457.00	\$278,758.78
Cemetery Sales & Services			
Endowment Charges	\$2,000.00	\$0.00	\$1,755.00
Total Cemetery Sales & Services	\$2,000.00	\$0.00	\$1,755.00
Total Revenues	\$319,000.00	\$231,457.00	\$280,513.78
Interfund Loan Repayments			
IFL: Street Sweeper	\$0.00	\$0.00	
Interfund Loan Repayments	\$0.00	\$37,100.00	\$222,926.48
Total Interfund Loan Repayments	\$0.00	\$37,100.00	\$222,926.48
Total Cemetery Endowment Fund	\$319,000.00	\$268,557.00	\$503,440.26

Ending Fund Balances	2022 Budget	2021 Budget	2020 Actual
Nonspendable	\$319,000.00	\$268,557.00	\$280,615.95
Total Ending Fund Balances	\$319,000.00	\$268,557.00	\$280,615.95

NARRATIVE: The City charges a perpetual care fee on the sale of all cemetery plots. The money is deposited and held in the City Cemetery Endowment Fund. The City utilizes principal income from this fund to support its obligations associated with the upkeep of the Dayton City Cemetery. From time to time, this fund is also used to perform capital improvement projects through an interfund loan process (BARS Cash Manual Section 3.9.1). Current Funds owing the Cemetery Endowment Fund is as follows:

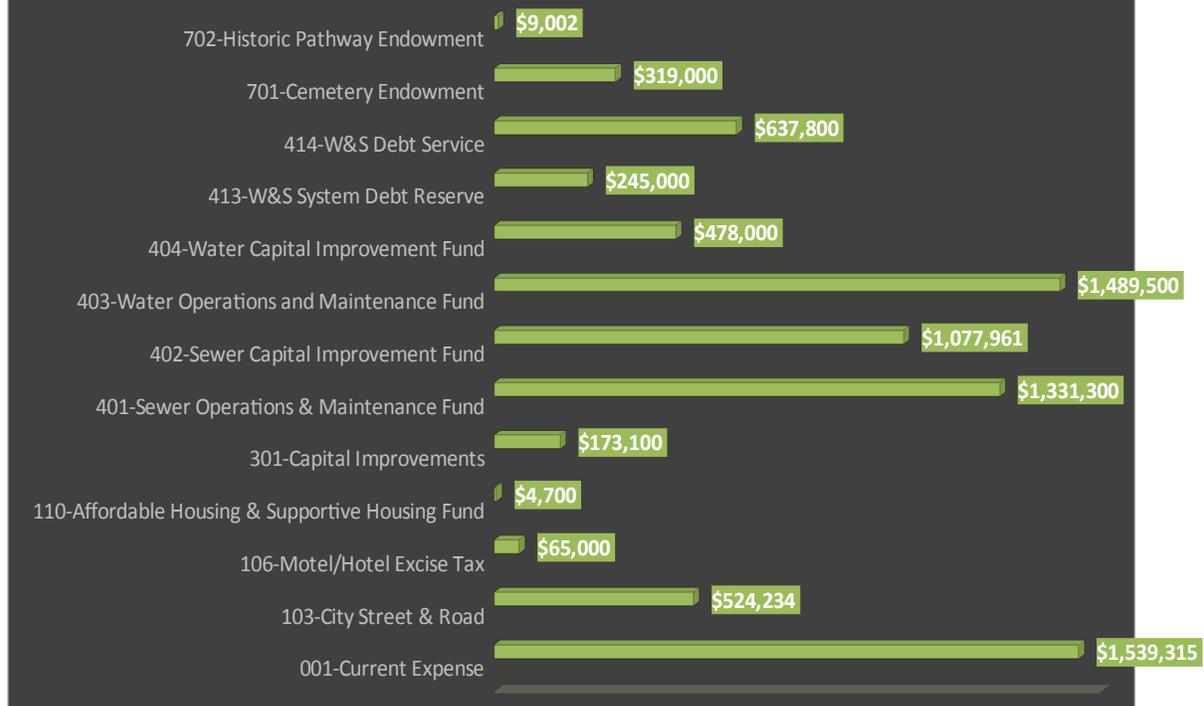
703 PATHWAY ENDOWMENT FUND

Beginning Fund Balances			
Nonspendable	\$9,002.00	\$9,002.00	\$9,001.55
Total Beginning Fund Balances	\$9,002.00	\$9,002.00	\$9,001.55

Ending Fund Balances			
Nonspendable	\$9,002.00	\$9,002.00	\$9,001.55
Total Historic Pathway Endowment Fund	\$9,002.00	\$9,002.00	\$9,001.55

NARRATIVE: In 2009, the Historic Pathway was constructed. In an effort to provide funding for long-term maintenance and operation the City established this fund and periodically accepts donations for this purpose.

2022 City of Dayton Budget: \$7,892,912



GLOSSARY OF TERMS:

BARS

Office of the Washington State Auditor Budgeting, Accounting, Reporting System Cash Manual

Bond

A written promise to pay a specified sum of money, called the face value or principal amount, at a specified date or dates in the future, called the maturity date(s), together with periodic interest at a specified rate. The difference between a note and a bond is that the latter runs for a longer period of time and requires greater legal formality.

Budget

A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. Used without any modifier, the term usually indicates a financial plan for a single fiscal year. The term budget is used in two senses in practice. Sometimes it designates the financial plan presented to the appropriating body for adoption and sometimes the plan finally approved by that body. It is usually necessary to specify whether the budget under consideration is preliminary and tentative or whether the appropriating body has approved it.

Budget Document

The instrument used by the budget-making authority to present a comprehensive financial program to the appropriating body. The budget document usually consists of two parts. The first part contains a message from the budget-making authority, together with a summary of the proposed expenditures and the means of financing them. The second consists of schedules supporting the summary. These schedules show in detail the information as to the past years' actual revenues, expenditures, and other data used in making the estimates. In addition to the budget document, an appropriation ordinance and revenue and borrowing measures will be necessary to put the budget into effect.

Budget Message

A general discussion of the proposed budget as presented in writing by the Chief Administrative Officer (Mayor) to the legislative body. The budget message should contain an explanation of the principal budget items, an outline of the government's experience during the past period and its financial status at the time of the message, and recommendations regarding the financial policy for the coming period.

Business & Occupation Taxes

The City levy's a business and occupation tax, also known as a utility tax, on the total gross operating revenues derived from the operation of light and power, telegraph, telephone, and cable television businesses within the City.

Capital Outlay

Expenditures which result in the acquisition of, rights to, or additions to capital assets, including incidental costs such as legal, appraisal and brokerage fees, land preparation and demolishing of structures including, but not limited to land and land improvements, building and structures, machinery and equipment purchases and other improvements, ex. Storm drain construction, alley reconstruction, water and sewer improvements, etc.

Debt

An obligation resulting from the borrowing of money or from the purchase of goods and services. Debts of governments include bonds, registered warrants, notes, contracts, and accounts payable.

Debt Service

Interest and principle payments on debt.

Debt Service

The type of fund that accounts for the payment of debt service on obligations of the city.

Debt Service Requirement

The amount of money required to pay interest on outstanding debt, serial maturities of principal for serial bonds, and required contributions to accumulate monies for future retirement of term bonds.

Expenditures

Decreases in net current assets, expenditures include debt service, capital outlays, and those current operating costs, which require the use of current assets. The difference between expenditure and an expense is a difference in what is being measured. Expenditures measure current outlays (the flow of current resources) while expenses measure total costs (total resources used). For example, purchases of capital assets (buildings and equipment) and of inventories are expenditures at the date of purchase, because they cause the outflow or the tie up of current assets. They are not expenses, however, until they are used or used up, because they are still a resource until consumed.

Another example is depreciation, which is not an expenditure because no current assets are used when depreciation is incurred, but which is an expense because it allocates the total cost as the depreciable capital asset is used.

Fund

A fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

Fund Accounts

All accounts necessary to set forth the financial position and results of operations of a fund.

Fund Balance

The difference between assets and liabilities reported in a governmental fund.

Interfund Activities

Expenditures made to other funds or departments for services rendered. Interfund activity includes, but is not limited to the following:

- 1) Interfund loans – amounts provided with a requirement for repayment from the borrowing fund to the repaying fund.
- 2) Interfund transfers – flows of assets (such as cash or goods) without equivalent flows or assets in return and without requirement for repayment.

Maintenance

Activities that ensure that the facility and its structures remain, as nearly as practical, in its original, as constructed condition or its subsequent improved condition.

Reserved Fund Balance

Portion of fund balance that reflects constraints placed on the use of resources that are either: a) externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or b) imposed by law through constitutional provisions or enabling legislation.

Retail Sales & Use Tax

A tax on a tangible sale of personal property, services such as construction, improving real & personal property, amusement, and recreational activities. The City currently has a rate of 8.4%.

Rolling Stock

Self-propelled (such as trucks and trains) or pulled (such as trailers and coaches) transportation equipment that moves on wheels.

Services

This is a basic classification for services other than personal services which are needed by the government including but not limited to: professional services, communication, travel, advertising, insurance, utility services, contracted repairs, and maintenance services.

Supplies

This is a basic classification of expenditures for articles and commodities purchased for consumption or resale including, but not limited to items such as office and operating supplies, fuel, small tools, and minor equipment purchases.

Unreserved Ending Fund Balance:

The total of committed fund balance assigned fund balance and unassigned fund balance.

