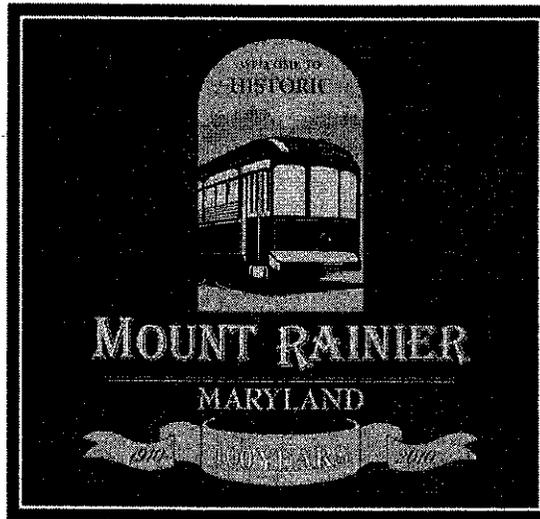


# City of Mount Rainier Maryland



**ADOPTED  
BUDGET  
FY 2018**

City of Mount Rainier

Fiscal Year 2018

Budget

**Table of Contents**

CITY MANAGERS BUDGET LETTER..... 1- 3

BUDGET CALENDAR..... 4

TAX RATES..... 5

PERSONNEL SCHEDULE..... 6 -7

ORGANIZATIONAL STRUCTURE..... 8

COMBINED FUNDS STATEMENT..... 9 - 10

GENERAL FUND REVENUES..... 11 - 18

GENERAL FUND EXPENDITURES..... 19 - 24

SPECIAL FUND REVENUES AND EXPENDITURES..... 25 - 26

WHERE FUNDS COME FROM AND WHERE FUNDS GO..... 27 - 28

MAYOR AND COUNCIL BUDGET..... 29 - 30

CITY HALL BUDGET ..... 31 - 35

DEPARTMENT OF ADMINISTRATIVE SERVICES BUDGET..... 36 - 39

ECONOMIC DEVELOPMENT DEPARTMENT BUDGET..... 40 - 43

CODE ENFORCEMENT DEPARTMENT BUDGET..... 44 - 47

LEGAL AND ELECTIONS BUDGET..... 48 - 49

COMMUNICATIONS AND NEWSLETTER BUDGET..... 50 - 51

City of Mount Rainier

Fiscal Year 2018

Budget

**Table of Contents**

MRTV BUDGET..... 52

**PROPERTIES BUDGET..... 53**

    3601 BUNKER HILL ROAD..... 54

    3405 RHODE ISLAND AVE.....54

    3409 RHODE ISLAND AVE (LIBRARY).....55

    3408 RHODE ISLAND AVE .....55

    3200 RHODE ISLAND AVE..... 56

    3204-3208 RHODE ISLAND AVE.....56

DEPARTMENT OF PUBLIC SAFETY BUDGET.....57 - 62

PARKING ENFORCEMENT BUDGET.....63 - 65

DEPARTMENT OF PUBLIC WORKS BUDGET.....66 - 70

CALL A BUS BUDGET..... 71

HIGHWAYS AND STREETS BUDGET.....72 - 73

WASTE DISPOSAL BUDGET.....74

STREET LIGHT BUDGET.....75

GENERAL INSURANCE BUDGET.....76

DEBT SERVICES BUDGET.....77 - 78

COMMUNITY PROGRAMS BUDGET..... 79

MOUNT RAINIER DAY BUDGET..... 80

NATIONAL NIGHT OUT BUDGET..... 81

BIKE CO-OP BUDGET.....82

City of Mount Rainier

Fiscal Year 2018

Budget

**Table of Contents**

TOOL SHED BUDGET..... 83

TAX CREDIT BUDGET..... 84

FIRE DEPARTMENT BUDGET..... 85

CONTINGENCY FUND..... 86 - 87

TRANSFER TO RESERVES..... 88

FY 18 CAPITAL PLAN..... 89 - 90

FIVE YEAR CAPITAL OUTLAY..... 91

PAYSCALE..... 92 - 103

BUDGET ORDINANCE..... xx  
(enclosed)



March 20, 2017

The Honorable Malinda Miles, Mayor

Members of the City Council

Residents of Mount Rainier

Mount Rainier, MD 20712

It is with great pleasure that I present to you the Operating Budget of the City of Mount Rainier, Maryland for the fiscal year ending June 30, 2018 (Fiscal Year 2018 (FY 18)), and the five year Capital Improvement Plan (CIP). This document and the process leading to its publication establish the programs and objectives that the City will pursue in the upcoming fiscal year. As directed by the Mayor and City Council, the budget represents the conversion of resources into city services. This document also works to fulfill the mission and vision of the City of Mount Rainier, a City truly on the move over the next year.

### **The Budget Document**

I present to you a new look and feel in the FY 18 Budget document. A concise and less lengthy document, relays purely on numbers and straight-forward data. My goal with implementing some of the changes seen here is to make the budget document easier to read and understand. A simplified version of a Capital Improvement Plan is included.

### **Budget Approach**

FY 18 Tax levels remain constant and unwavering, the City is in good financial health with over 2 million in reserves. An increase in economic development, business development, and home values over FY 17 bolstered the City's financial position. Throughout FY 17, re-organizing and renegotiating contracts and purchasing allowed for cost savings across the board. My approach in the FY 18 Budget is one that is conservative in many ways, I looked at every line item to maximize resources and made cuts where needed.

### **Budget Highlights**

**General Fund** – The FY 18 Budget provides operating revenues of \$5,939,275. The FY 18 operating revenues represent an increase of \$416,575 or approximately 11% over FY 17 operating revenues. The tax rate of \$.86 for \$100 assessed value remained constant. The FY 18



# *City of Mount Rainier*

*One Municipal Place, Mount Rainier, MD 20712*

*Phone 301-985-6585 Fax 301-985-6595*

*Incorporated 1910*

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Budget is a balanced budget which does not rely on funding from reserves to balance, it also includes a one-time “good faith” deposit of \$75,000 into reserves as a nod to the future and to bolster the City’s healthy savings. An operating contingency of \$25,000 is established for possible emergencies that may arise.

With the City’s successes in generating attention and interest through economic development and annexation efforts, as well as interests in additional municipal projects such as a proposed civic center a proposed \$142,800 is marked in a “Municipal and Economic Development” reserve fund. The FY 18 Budget includes \$506,925 for Capital Projects.

**Staffing** – FY 18 represents some re-organizing in two City Departments. In Public Works the elimination of the Assistant Director position is recommended as a necessary step from significant restructuring and maximization of resources seen in FY 17. Also, in Public Works the reclassification of the “Administrative Assistant” position to “Public Works Projects Coordinator” showcases a more modern approach to public works services provided to the community.

In MRTV, an opportunity to use a media and tv vendor rather than a part-time employee will allow for a more uniform approach. The overall success of the Code Enforcement Department has shown that more staffing is needed on peak times during the nights and weekends, where an additional part-time night and weekend code enforcement officer position is recommended.

**Overall the FY 18 Budget allows for the net decrease of one full time employee.**

**Economic Development** – The FY 18 Budget funds a significant investment in the Economic Development and Annexation efforts of the City. It also anticipates the sale and disposition of the 3200 Rhode Island Avenue property, allowing for significant savings on debt services payments.

**Use of Potts Hall** – Potts Hall continues to be an underutilized source for the City. The FY 18 Budget allows for more renovations to the space for increased use and programs.

**Code Enforcement** – The FY 18 Budget fully funds a highly functioning and certified code enforcement staff. Allows for the increase in coverage to nights and weekends, and finances an online Code hosting system with codification services throughout the year.

**Continued Commitment to Green and Trees** – Funding levels in FY 18 were increased to show the City’s continued commitment to green and tree programs. The community places a high value on these programs, committees, and resources.

**Youth and Community Engagement in the Police Department** – Additional funding for Youth and Community Engagement programs in the Police Department is given in FY 18. The creation of a Police Junior Explorers program for the youth of our community to explore future



careers in law enforcement, and an additional over-time allocation is set aside to allow a part time Mount Rainier Police Officer to be present in Mount Rainier schools. Policing in the community programs and discussions have been given additional funding.

**Streets and Sidewalks** – The FY 18 Budget showcases a commitment to re-construct and repair approximately 5% of the City’s sidewalks in FY 18, an industry standard recommendation for a yearly repair commitment. Approximately \$176,000 of Community Development Block Grant Funds is set to repair several roadways in the City.

**Mayor and City Council Retreat** – As a step towards strategic planning a Council retreat is funded in the FY 18 Budget. Increased engagement with staff and setting priorities are planned takeaways of the retreat.

**Employee Engagement and Recognition** – A 3% across the board employee cost of living increase is recommended in FY 18 for all employees, funding remains at constant levels for an employee holiday bonus, and an employee performance incentive program is proposed for implementation. FY 18 continues its focus on employee appreciation by funding popular functions such as the employee barbeque, holiday party, and other meetings. Funding is specifically set aside for a two day employee retreat and training, and a strong commitment to training, certifications, and professional development is funded in each department.

#### Acknowledgements

We appreciate the significant efforts of many staff in the undertaking of the budget process, specifically the Director of Finance Mr. Vijay Manjani. His many years of experience and expertise in municipal government finance continue to be a valuable resource for the City. The input from the residents and committees of the City of Mount Rainier is greatly appreciated and continues to be a valuable tool for the City Staff as we strive to provide great services to the City of Mount Rainier. The excellent commitment to fine public policy guidance by the Mayor and City Council sets a positive direction for the City.

Sincerely,

Miranda Braatz

City Manager

# BUDGET CALENDAR FY 2018

DATE	EVENT
December 6, 2016	Adopt Resolution setting proposed budget calendar for FY 2018 Budget
January 6, 2017	Budget instructions issued to all City Departments and Community Groups (including Bunker Hill Fire Dept.)
February 24, 2017	Deadline for all City Departments and Community Groups (including Bunker Hill Fire Dept.) to submit Budget FY 2018 to City Manager
March 20, 2017	City Manager submits Proposed Budget FY 2018 to the Council
March 21, 2017	City Manager presents Proposed Budget FY 2018 to the Council. Council holds work session on Proposed Budget and discussion of Constant Yield Tax Rate
April 6, 2017	Notice published in Prince George's Post and/or Sentinel of Public Hearing on Proposed FY 2018 Budget and on Constant Yield Tax Rate scheduled for April 18, 2017
April 11, 2017	The Council Meeting - Special Work Session on Proposed FY 2018 Budget
April 18, 2017	Public Hearing and Public comment on Proposed FY 2018 Budget and Constant Yield Tax Rate; Special Meeting for First Reading on FY 2018 Budget
April 25, 2017	Special Meeting for Proposed FY 2018 Budget
May 2, 2017	The Council Meeting on FY 2018 Budget, Constant Yield Tax Rate, and Tax Rates
May 4, 2017	The Council Meeting; Second Reading and Vote on FY 2018 Budget, Constant Yield Tax Rate, and Tax Rates

## TAX RATES FY 2018

### **REAL PROPERTY TAX**

A real property tax is a local tax on the value of real estate. The property owner will receive a property tax bill each year. The property tax bills for the City of Mount Rainier residents are issued in July/August of each year by Prince George's County. The amount of the tax bill is determined by two factors: (1) the assessment and (2) the property tax rate.

The Assessments are based on the fair market value of the property and are issued by the Department of Assessments and Taxation, State of Maryland. The properties are reassessed once every three years.

The real property tax rate is proposed at **\$0.84 per \$100 of the assessed valuation**. The Constant Yield Tax Rate (CYTR) is 0.7760. The City anticipates approximately \$3.6 million in real property tax revenue during FY 2018.

### **BUSINESS PERSONAL PROPERTY TAX**

Business Personal Property tax is levied upon the assessed value of all furniture, fixtures, office equipment, machinery, tools, supplies, inventory and any other property not classified as a real property of businesses.

The Business Personal Property Tax Rate FY 2018 is proposed at **\$0.99 per \$100 of the assessed valuation**.

### **RAILROAD AND PUBLIC UTILITY TAX**

In the State of Maryland, the Public Utilities are regulated as "public service companies." The Railroad and Public Utility assessments are certified by the Department of Assessments and Taxation, State of Maryland. The Public utility and railroad property includes all property needed to operate the business in the City. It includes real property such as land and buildings. It also includes personal property such as telephone or electric poles, towers, lines, cables, meters, transmission, distribution mains, and other equipment used to operate the utility.

The Railroad and Public Utilities tax rate FY 2018 is proposed at the same level as the last fiscal year at **\$2.50 per \$100 of assessed valuation**.

**PERSONNEL SCHEDULE FULL TIME EQUIVALENT**

<b>GENERAL GOVERNMENT</b>	<b>BUDGET</b>	<b>BUDGET</b>	<b>BUDGET</b>
<b>POSITIONS</b>	<b>FY 16</b>	<b>FY 17</b>	<b>FY 18</b>
City Manager	1	1	1
Treasurer / Director of Finance	1	1	1
Deputy Director of Finance	0	0	1
Accounting Assistant	1	1	1
Municipal Clerk	1	0	0
Social Services Coordinator	0	0	0.625
Director of MRTV	0.375	0.375	0
Technician MRTV	0.125	0.125	0
<b>TOTAL GENERAL GOVERNMENT</b>	<b>4.5</b>	<b>3.5</b>	<b>4.625</b>

<b>ADMINISTRATIVE SERVICES</b>	<b>BUDGET</b>	<b>BUDGET</b>	<b>BUDGET</b>
<b>POSITIONS</b>	<b>FY 16</b>	<b>FY 17</b>	<b>FY 18</b>
Director of Administrative Services	0	1	1
City Clerk	0	1	1
<b>TOTAL ADMINISTRATIVE SERVICES</b>	<b>0</b>	<b>2</b>	<b>2</b>

<b>ECONOMIC DEVELOPMENT</b>	<b>BUDGET</b>	<b>BUDGET</b>	<b>BUDGET</b>
<b>POSITIONS</b>	<b>FY 16</b>	<b>FY 17</b>	<b>FY 18</b>
Director of Economic Development	1	1	1
Intern Economic Development	0	0	0
<b>TOTAL ECONOMIC DEVELOPMENT</b>	<b>1</b>	<b>1</b>	<b>1</b>

<b>PUBLIC SAFETY</b>	<b>BUDGET</b>	<b>BUDGET</b>	<b>BUDGET</b>
<b>POSITIONS</b>	<b>FY 16</b>	<b>FY 17</b>	<b>FY 18</b>
Chief of Police	1	1	1
Assistant Chief of Police	1	1	1
Police Officer - Sergeant	3	3	3
Police Officer - Corporal	4	4	4
Police Officer Private / First Class	8	8	8
Records Manager	1	1	1
Administrative Assistant	2	2	2
<b>TOTAL PUBLIC SAFETY</b>	<b>20</b>	<b>20</b>	<b>20</b>

**PERSONNEL SCHEDULE FULL TIME EQUIVALENT**

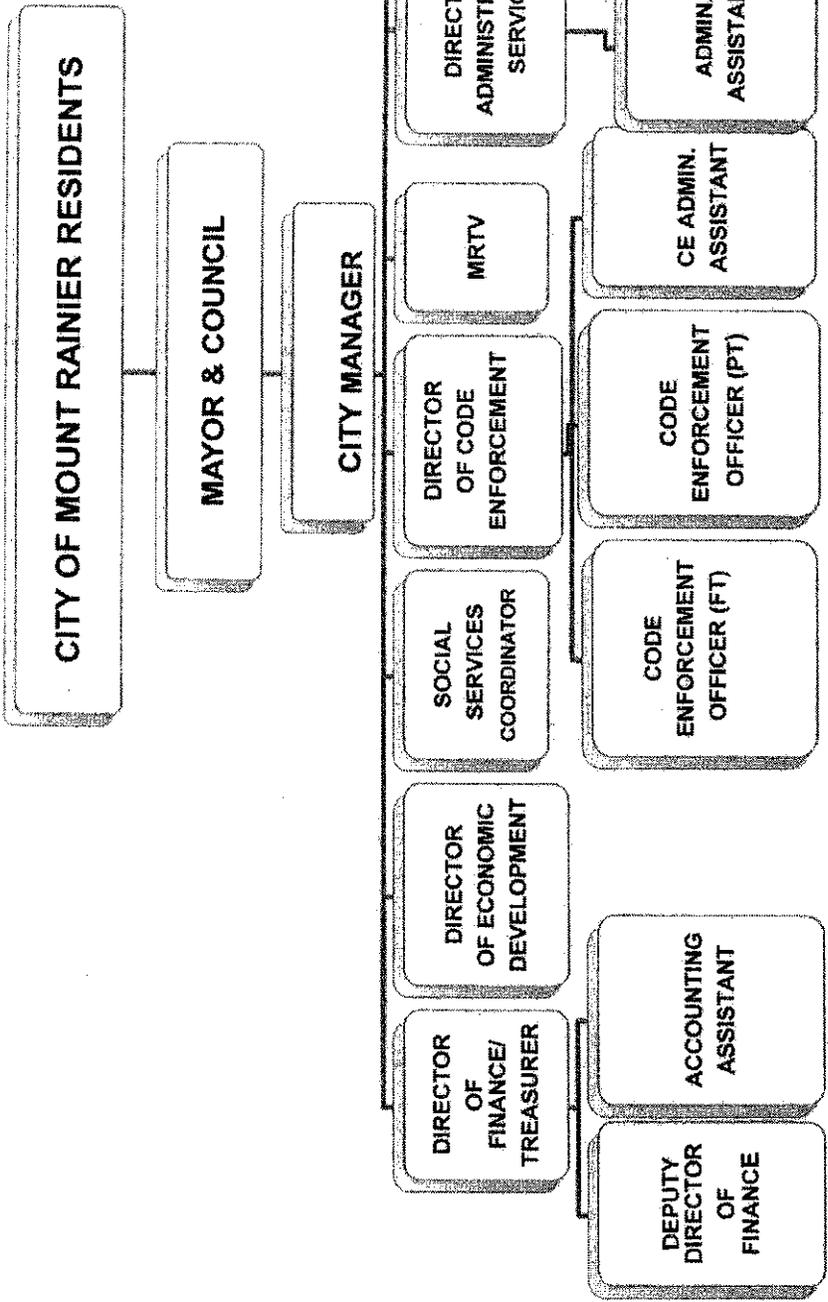
<b>PARKING ENFORCEMENT</b>	<b>BUDGET</b>	<b>BUDGET</b>	<b>BUDGET</b>
<b>POSITIONS</b>	<b>FY 16</b>	<b>FY 17</b>	<b>FY 18</b>
Parking Enforcement Officer	1	1	1
<b>TOTAL PARKING ENFORCEMENT</b>	<b>1</b>	<b>1</b>	<b>1</b>

<b>CODE ENFORCEMENT</b>	<b>BUDGET</b>	<b>BUDGET</b>	<b>BUDGET</b>
<b>POSITIONS</b>	<b>FY 16</b>	<b>FY 17</b>	<b>FY 18</b>
Director of Code Enforcement	1	1	1
Code Enforcement Officer	1	1	1
Code Enforcement Officer	0	0	0.625
Administrative Assistant	0	0.5	0.625
<b>TOTAL CODE ENFORCEMENT</b>	<b>2</b>	<b>2.5</b>	<b>3.25</b>

<b>PUBLIC WORKS</b>	<b>BUDGET</b>	<b>BUDGET</b>	<b>BUDGET</b>
<b>POSITIONS</b>	<b>FY 16</b>	<b>FY 17</b>	<b>FY 18</b>
Director of Public Works	1	1	1
Assistant Director of Public Works	1	1	0
Maintenance Manager	0	0	1
Administrative Assistant	1	1	0
PW Programs Manager	0	0	1
CDL Driver	2	2	2
Laborer	4	4	4
<b>TOTAL PUBLIC WORKS</b>	<b>9</b>	<b>9</b>	<b>9</b>

<b>CALL-A-BUS</b>	<b>BUDGET</b>	<b>BUDGET</b>	<b>BUDGET</b>
<b>POSITIONS</b>	<b>FY 16</b>	<b>FY 17</b>	<b>FY 18</b>
Call-A-Bus Driver	0.5	0.375	0.65
<b>TOTAL CALL-A-BUS</b>	<b>0.5</b>	<b>0.375</b>	<b>0.65</b>

<b>CITY PERSONNEL</b>	<b>BUDGET</b>	<b>BUDGET</b>	<b>BUDGET</b>
<b>POSITIONS</b>	<b>FY 16</b>	<b>FY 17</b>	<b>FY 18</b>
<b>TOTAL CITY POSITIONS (FTE)</b>	<b>38</b>	<b>39.375</b>	<b>41.525</b>



# CITY OF MOUNT RAINIER

## COMBINED FUNDS STATEMENT

The "Combined Funds Statement" includes the total revenues and expenditures of both governmental funds: the general fund and the special revenue fund. It shows how much revenue is generated through various avenues. In Fiscal Year 2018 (July 1<sup>st</sup>, 2017 to June 30, 2018), the City expects to generate over six million dollars (\$6,186,375) in revenue.

The note on the page shows that the City of Mount Rainier has over three million dollars in reserves (\$3,168,923). A reserve acts much like a "savings account" for the city, which is funding which can be spent as directed by the Mayor and City Council.

It is recommended by the Government Financial Officers Association (GFOA) that city's the size of Mount Rainier have six to nine month of expenditures in their reserves (savings) in case of difficult financial times. You can see that the City of Mount Rainier has approximately six months of expenditures in our reserve, this shows that the City is in healthy fiscal condition.

**CITY OF MOUNT RAINIER**

**COMBINED FUNDS STATEMENT**

DESCRIPTION	FY 2016	FY 2017	FY 2018	FY17-FY18
	Unaudited	Adopted	Proposed	%
	Actual	Budget	Budget	Change
<b>COMBINED REVENUES</b>				
General Fund Revenues	5,088,551	5,101,250	5,375,400	5.37%
Transfer from Reserves	0	421,450	560,975	33.11%
Special Fund Revenues	241,349	1,407,250	250,000	-82.23%
<b>Total Combined Revenues</b>	<b>5,329,900</b>	<b>6,929,950</b>	<b>6,186,375</b>	<b>-10.73%</b>
<b>COMBINED EXPENDITURES</b>				
General Fund Expenditures	4,908,986	5,522,700	5,936,375	7.49%
Special Fund Expenditures	484,407	1,407,250	250,000	-82.23%
<b>Total Combined Expenditures</b>	<b>5,393,393</b>	<b>6,929,950</b>	<b>6,186,375</b>	<b>-10.73%</b>
<b>Excess (Deficit) of Combined Revenues over Expenditures</b>	<b>(63,494)</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>

**NOTE**

At the end of the fiscal year 2015, the governmental funds reported combined fund balance of \$3,916,600. Of this total amount, \$3,168,923 represents unassigned fund balance. The remainder of the fund balance consists of nonspendable for prepaid items of \$31,695, restricted for Public Safety of \$199,810, and assigned for subsequent expenditures of \$516,172.

# CITY OF MOUNT RAINIER

## GENERAL FUNDS REVENUES – EXPLANATIONS

### TAX REVENUES

- 7111 Real Property Tax:** Levied upon the assessed value of all real estate within the City.
- 7112 Business Personal Property Tax:** Levied upon the assessed value of all furniture, fixtures, office equipment, inventory, stock, and personal business assets of incorporated and unincorporated businesses.
- 7113 Railroad and Utilities Tax:** Levied upon the inventory and domestic shares of railroads and public utilities within the City.
- 7114 Property Tax Liens:** Legal claims against property's for amounts owed.
- 7120 Penalties / Interest on Taxes:** Interest revenue from past due Real Property Taxes.
- 7121 Penalties BPPT and BOL:** Revenue derived from late fees on business licenses.
- 7140 County Admissions and Amusements:** Levied at a rate of 4.25% for swimming pools and 10% for motion picture theaters and coin-operated amusement devices, and 6% for all other entertainment, and on amusement activities for which an entrance fee is charged. Distribution is made quarterly.
- 8061 Shared State Income Tax:** The State Comptroller is required to annually certify the amount of the State Income Tax liability of the residents of each municipality and special taxing district and to return 8.5% of the total for each jurisdiction to the respective governments. Distribution is made quarterly.

# CITY OF MOUNT RAINIER

## GENERAL FUNDS REVENUES – EXPLANATIONS

### Licenses and Permits

- 7264 Comcast / Verizon P.E. G:** Three percent (3%) of Gross Revenues from subscribers within the City. Capital grant to the City per the 2006 Verizon Maryland Inc. Cable Franchise Agreement; shall be used by the City exclusively for MRTV studio facilities, studio and portable production equipment, editing equipment, and program playback equipment. I-Net equipment or capacity, computers, dark fiber, and other costs associated with the PEG/I-Net (including I-Net maintenance costs), or any other PEG or I-Net item eligible for capital treatment or otherwise not classified as Franchise Fee under Applicable Law.
- 7272 CDMA Fees:** Fee collected by the City and given to Mount Rainier Business Association
- 7520 Business Occupancy License:** From annual license fees paid to the City by each business operating in the City:
- 7521 Residential Rental License:** Revenues derived from the rental property licenses
- 7523 Traders Licenses:** Receipts from license fees paid to the State by businesses operating within the City. Ninety-two percent of the fees are, in turn, distributed to the City. Distribution is made several times during the year with the bulk of the revenues received by municipalities in May or each year.
- 7524 Church Occupancy License:** Revenues derived from churches for an occupancy license.
- 7531 Mitigation Fees:** Fees charged for impervious surfaces
- 7532 Building Permit Fees:** Fees charged to issue building construction and repair permits.
- 7533 Vacant Building Registration Fees:** Fees derived from the registration of vacant buildings within the City.
- 7534 Tree Removal Permit:** Revenue generated from permits issued to residents to remove trees.

- 7535 Burglar Alarm Registration:** Revenue generated from the registration of burglar alarms with the City.
- 7599 Other License and Permits:** Revenue generated from “other” licenses and permits as assigned
- 8546 Comcast/Verizon Franchise:** Five percent (5%) of annual gross subscriber charges received by the Cable Television Franchisee (Comcast and Verizon) from municipal residents are returned to the City in accordance with the provisions of the City Franchise Agreement. Distribution is made quarterly.
- 9105 Parking Permit Fees:** Fees derived from the issuance of parking permits within the City

## **Intergovernmental Revenue**

- 7156 State Highway User Fees:** 17.5% of the tax receipts on motor fuel and vehicle registrations are distributed to the counties and municipalities. The County receives one-half in the same ratio that its road mileage bears to the total road mileage in the State, and one-half based on the ratio of vehicles in the County to the total number of vehicles in the State. The City then receives a percentage based on the ratio of mileage of City streets to the total mileage of all streets in the County, and also a percentage based on the ratio of vehicle registrations in the City to the total vehicle registrations in the County.
- 7158 SHA-MOU:** Revenue derived from a memorandum of understanding agreement with the State Highway Administration for the landscaping and upkeep of the median of Rhode Island Avenue.
- 8051 State Aid for Police Protection:** Funds from general revenues of the State based upon the ratio of the City’s expenditures for police services in relation to the total expenditures for police services provided by the Prince George’s County Police Department and all other municipal departments in the County. Distribution is made quarterly. Estimates provided by the Maryland State Police.
- 8071 County Disposal Fee Rebate:** Rebate of County trash disposal fees
- 8400 Financial Corps:** The State requires Counties to provide municipalities an amount equal to the amount the municipality received in fiscal year 1968 from the local property tax on financial institutions’ stocks, a tax that was discontinued in 1968.

# CITY OF MOUNT RAINIER

## GENERAL FUNDS REVENUES – EXPLANATIONS

### Charges for Services

- 8533 Parking Meter Coin Revenue:** Fees derived from parking meters within the City
- 8542 Multi-Family Trash Fees:** Fees derived from single family home rental trash pickup
- 8543 Refuse Collection Fees:** Fees derived from bulk trash pick up
- 8544 Trash Hauler Fees:** Fees derived from commercial business trash pickup
- 8545 CDMA Administration Fees:** Fees generated from the administration of the CDMA collection
- 8555 Call A Bus Revenues:** Revenues generated from use of the Call A Bus
- 8556 Fees for City Services:** Other fees as legislated or miscellaneous fees charged
- 8557 City Abatement Services:** Fees generated from the abatement of properties for Code Violations
- 8599 Other Service Charges:** Fees generated from Police Take Home Car Program

### Fines and Forfeitures

- 9091 Parking Violations:** Revenue generated from payment of parking violations
- 9092 Meter Violations:** Revenue generated from payment of parking meter violations
- 9093 Municipal Code Violations:** Revenue generated from violations issued for code infractions
- 9094 MRPD Confiscated Funds:** Mount Rainier Police Department confiscates assets from persons suspected of being involved with crime or illegal activity
- 9095 Impoundment Fees:** Fees generated from the impoundment and release of vehicles
- 9099 Other Fines and Forfeitures:** Generated from fines as legislated

**9100 Parking Citation Recovery:** Funds generated from the recovery of outdated parking citations

## **Miscellaneous Revenue**

**7157 Rent Income:** Funds generated from rental of city properties

**9511 Bank Interest:** Interest generated from bank accounts

**9512 Interest on Investments:** Interest generated on investments

**9590 Sale of Real Property:** Funds generated from the sale of city property

**9591 Sale of Police Property:** Funds generated from the sale of police property

**9592 Insurance Damage Recovery:** Funds generated from insurance claims

**9595 Bus Shelter Advertising:** Funds generated from advertisements on bus shelters

**9596 Mount Rainier Day Revenues:** Funds generated from vendor fees from Mount Rainier Day

**9597 National Night Out Revenues:** Funds generated from vendor fees from National Night Out

**9598 Tool Shed Revenues:** Revenues derived from use of the community toolshed

**9599 Miscellaneous Revenues:** Revenues as legislated

**9600 Other Financing:** Revenues generated from bank loans

**9601 Bike Co-op Revenues:** Revenues generated from the Bike Co-op

**9602, 9602, 9603, 9604, 9605, 9608:** No longer revenue generators

**9606 Gateway 5K Revenue:** Revenue generated from the Gateway 5K program

**9607 Compost Revenue:** Revenue generated from the selling of compost bins

**9610 Egg Hunt Revenue:** Revenue generated from the spring egg hunt event

**CITY OF MOUNT RAINIER**

**GENERAL FUND REVENUES**

REVENUES	FY 2016	FY 2017	FY 2018	FY17-FY18
	Unaudited	Adopted	Proposed	%
	Actual	Budget	Budget	Change
<b>Tax Revenue</b>				
7111 · Real Property Tax	2,948,200	3,310,000	3,589,500	8.44%
7112 · Business Personal Prpty. Tax	68,834	45,000	35,000	-22.22%
7113 · RR & Utilities Tax	84,396	80,000	85,000	6.25%
7114 · Property Tax Liens	0	10,000	2,500	-75.00%
7120 · Penalties/Interest on Taxes	13,135	7,500	7,500	0.00%
7121 · Penalties BPPT & BOL	3,080	1,500	1,500	0.00%
7140 · County Admissions & Amus.	3,725	6,000	4,500	-25.00%
8061 · Shared State Income Tax	643,664	580,000	625,000	7.76%
<b>Total Tax Revenue</b>	<b>3,765,033</b>	<b>4,040,000</b>	<b>4,350,500</b>	<b>7.69%</b>
<b>Licenses &amp; Permits</b>				
7264 · Comcast/Verizon P.E.G	73,066	70,000	61,000	-12.86%
7273 · CDMA Fees	0	23,000	24,000	4.35%
7520 · Business Occupancy Lic.	10,254	9,500	10,000	5.26%
7521 · Residential Rental Lic.	402,050	365,000	390,000	6.85%
7523 · Traders Licenses	1,627	500	750	50.00%
7524 · Church Occupancy Lic.	560	500	500	0.00%
7531 · Mitigation Fees	14,945	1,000	1,000	0.00%
7532 · Building Permit Fees	47,043	4,000	4,000	0.00%
7533 · Vacant Bldg Regist. Fees	5,550	6,000	6,000	0.00%
7534 · Tree Removal Permit	280	0	250	250.00%
7535 · Burglar Alarm Registration	735	750	750	0.00%
7599 · Other Licenses & Permits	2,893	1,500	1,500	0.00%
8546 · Comcast/Verizon Franchise	119,365	110,000	110,000	0.00%
9105 · Parking Permit Fees	240	0	250	250.00%
<b>Total Licenses &amp; Permits</b>	<b>678,608</b>	<b>591,750</b>	<b>610,000</b>	<b>3.08%</b>
<b>Intergovernmental Revenue</b>				
7156 · State Highway User Fees	148,423	41,000	40,500	-1.22%
7158 · SHA - MOU	6,800	15,000	15,000	0.00%
8051 · State Police Aid	106,680	115,500	115,500	0.00%
8071 · County Disposal Fee Rebate	22,180	22,000	22,000	0.00%
8400 · Financial Corps	6,554	6,500	6,500	0.00%
<b>Total Intergovernment Revenue</b>	<b>290,637</b>	<b>200,000</b>	<b>199,500</b>	<b>-0.25%</b>

# CITY OF MOUNT RAINIER

## GENERAL FUND REVENUES

REVENUES	FY 2016	FY 2017	FY 2018	FY17-FY18
	Unaudited	Adopted	Proposed	%
	Actual	Budget	Budget	Change
<b>Charges for Services</b>				
8533 · Parking Meter Coin Rev.	31,059	25,000	27,500	10.00%
8542 · Mult-Family Trash Fees	6,600	3,000	5,000	66.67%
8543 · Refuse Collection Fees	743	750	750	0.00%
8544 · Trash Hauler Fees	2,055	1,000	2,000	100.00%
8545 · CDMA Administration Fees	1,655	1,750	1,750	0.00%
8555 · Call-A-Bus Revenues	6,575	2,000	5,000	150.00%
8556 · Fees for City Services	1,051	1,000	1,000	0.00%
8557 · City Abatement Services	10,055	1,250	10,000	700.00%
8599 · Other Service Charges	7,508	7,500	7,500	0.00%
<b>Total Charges for Services</b>	<b>67,299</b>	<b>43,250</b>	<b>60,500</b>	<b>39.88%</b>
<b>Fines &amp; Forfeitures</b>				
9091 · Parking Violations	103,711	75,000	95,000	26.67%
9092 · Meter Violations	10,195	18,500	12,500	-32.43%
9093 · Municipal Code Violations	700	2,000	2,000	0.00%
9094 · MRPD Confiscated Funds	0	0	0	0.00%
9095 · Impoundment Fees	8,715	10,000	10,000	0.00%
9099 · Other Fines & Forfeitures	0	0	0	0.00%
9100 · Parking Citation Recovery	1,590	75,000	0	-100.00%
<b>Total Fines &amp; Forfeitures</b>	<b>124,911</b>	<b>180,500</b>	<b>119,500</b>	<b>-33.80%</b>
<b>Miscellaneous Revenue</b>				
7157 · Rent Income	23,200	31,000	23,500	-24.19%
9511 · Bank Interest	454	1,000	500	-50.00%
9512 · Interest on Investments	6,540	2,000	5,000	150.00%
9590 · Sale of Real Property	0	0	0	0.00%
9591 · Sale of Police Property	0	0	0	0.00%
9592 · Insurance Damage Recovery	24,332	0	0	0.00%
9595 · Bus Shelter Advertising	1,327	750	1,250	66.67%
9596 · Mt. Rainier Day Revenues	40	8,250	2,500	-69.70%
9597 · National Night Out Revenues	0	500	500	0.00%
9598 · Tool Shed Revenues	5	250	150	-40.00%
9599 · Miscellaneous Revenues	2,882	1,000	1,000	0.00%
9600 · Other Financing	95,000	0	0	0.00%

**CITY OF MOUNT RAINIER**

**GENERAL FUND REVENUES**

REVENUES	FY 2016	FY 2017	FY 2018	FY17-FY18
	Unaudited	Adopted	Proposed	%
	Actual	Budget	Budget	Change
<b>Miscellaneous Revenue Contd.</b>				
9601 · Bike Co-op Revenues	4,762	0	0	0.00%
9602 · Youth Recreational Income	0	0	0	0.00%
9603 · Farmer's Market Revenue	0	0	0	0.00%
9604 · Home Tour Revenue	0	0	0	0.00%
9605 · Centennial Items Revenue	10	0	0	0.00%
9606 · Gateway 5K Revenue	1,078	0	0	0.00%
9607 · Compost Revenue	445	1,000	1,000	0.00%
9608 · Craft Sale Revenue	0	0	0	0.00%
9610 · Egg Hunt Revenue	550	0	0	0.00%
<b>Total Miscellaneous Revenue</b>	<b>160,624</b>	<b>45,750</b>	<b>35,400</b>	<b>-22.62%</b>
9900 · Speed Camera Violations	1,440	0	0	0.00%
9010 · Transfer from Reserves				
(1) For Bond Obligations	0	179,250	179,250	0.00%
(2) For Operating Expenses	0	242,200	97,600	-59.70%
(3) For Speed Camera Related	0	0	0	0.00%
(4) For Street & Sidewalk Projects	0	0	284,125	284425.00%
<b>TOTAL GENERAL FUND REVENUE</b>	<b>5,088,551</b>	<b>5,522,700</b>	<b>5,936,375</b>	<b>7.49%</b>

# CITY OF MOUNT RAINIER

## General Funds Expenditures

The "General Fund Expenditures" tally sheet showcases overall which line items funding is allocated. The next five pages show the overall financial picture of where each dollar is being spent. At the end of the last page you can see that the (Deficit) line of the Fiscal Year 18 Budget is \$0. Our spending matches our revenue. The City is required by law to adopt a balanced budget.

**CITY OF MOUNT RAINIER**

**GENERAL FUND EXPENDITURES**

EXPENDITURES	FY 2016	FY 2017	FY 2018	FY17-FY18
	Unaudited	Adopted	Proposed	%
	Actual	Budget	Budget	Change
<b>Wages &amp; Leave Pay</b>				
3010 · Regular Pay	2,187,082	2,263,000	2,410,500	6.52%
3020 · Overtime Pay	66,658	83,750	102,000	21.79%
3022 · Court Pay	11,109	13,000	13,000	0.00%
3023 · Shift Differential	20,089	20,000	20,000	0.00%
3024 · Officer Field Training	400	1,000	1,000	0.00%
<b>Total Wages &amp; Leave Pay</b>	<b>2,285,338</b>	<b>2,380,750</b>	<b>2,546,500</b>	<b>6.96%</b>
<b>Employee Benefits &amp; Services</b>				
3030 · FICA Expense	171,394	185,150	202,700	9.48%
3040 · Life Insurance Expense	1,217	1,850	1,950	5.41%
3043 · Dental Insurance Expense	12,581	15,650	18,100	15.65%
3052 · Medical Insurance Expense	260,376	331,250	306,000	-7.62%
3070 · Workers' Compensation Ins.	261,213	250,250	228,000	-8.89%
3080 · Unemployment Insurance	6,780	12,000	8,750	-27.08%
3090 · Retirement Contribution	167,109	195,250	215,050	10.14%
<b>Total Employee Benefits &amp; Services</b>	<b>880,669</b>	<b>991,400</b>	<b>980,550</b>	<b>-1.09%</b>
<b>Materials &amp; Supplies</b>				
4129 · Office Supplies	10,989	11,000	12,000	9.09%
4130 · Postage & Delivery	9,918	13,250	21,000	58.49%
4131 · Computer Equip. & Supplies	462	1,000	2,250	125.00%
4233 · Materials & Supplies	56,663	38,500	53,000	37.66%
4234 · Police Supplies & Equip.	8,799	6,250	5,250	-16.00%
4235 · Uniforms	3,531	7,250	7,950	9.66%
4236 · Firearms Supplies	14,364	8,000	8,000	0.00%
4237 · Uniform cleaning expenses	10,784	11,000	13,500	22.73%
4325 · Street Signs	2,492	4,000	2,000	-50.00%
4326 · Traffic Calming Devices	499	1,500	1,500	0.00%
4330 · Vehicle Fuel & Oil	53,198	89,750	69,250	-22.84%
<b>Total Materials &amp; Supplies</b>	<b>171,699</b>	<b>191,500</b>	<b>195,700</b>	<b>2.19%</b>

**CITY OF MOUNT RAINIER**

**GENERAL FUND EXPENDITURES**

EXPENDITURES	FY 2016	FY 2017	FY 2018	FY17-FY18
	Unaudited	Adopted	Proposed	%
	Actual	Budget	Budget	Change
<b>Repairs &amp; Maintenance</b>				
4133 · Vehicle Exp. Reimbursement	894	1,500	2,000	33.33%
4316 · Radio Repair	0	250	250	0.00%
4317 · Vehicle Repair & Maint.	75,467	77,500	66,500	-14.19%
4318 · Equipment Repairs & Maint.	9,112	11,750	8,000	-31.91%
4319 · Radio Maintenance	0	250	250	0.00%
5610 · MRBA Security Cameras	0	1,000	1,000	0.00%
<b>Total Repairs &amp; Maintenance</b>	<b>85,473</b>	<b>92,250</b>	<b>78,000</b>	<b>-15.45%</b>
<b>Professional Services</b>				
4315 · Parking Meter Maintenance	0	500	500	0.00%
4323 · Vehicle Tracking - GPS	2,558	0	8,000	8000.00%
5109 · Election Costs	0	3,000	0	-100.00%
5110 · Legal Services	38,367	40,000	50,000	25.00%
5112 · Computer Services	41,192	34,750	43,250	24.46%
5113 · Engineering Services	0	2,000	0	-100.00%
5115 · Penalties & Bank Charges	1,821	1,250	1,250	0.00%
5116 · Audit	15,900	16,500	17,000	3.03%
5119 · Dispatch Services	62,000	67,000	61,000	-8.96%
5120 · Office Equipment Lease	10,075	12,300	12,000	-2.44%
5121 · Off Equip Maint. Contracts	17,057	25,250	18,500	-26.73%
5122 · Computer Software	240	500	0	-100.00%
5125 · Janitorial Maint. Services	15,650	15,500	0	-100.00%
5126 · Professional. Services	53,822	20,000	93,750	368.75%
5130 · Employee Training	17,522	12,250	18,000	46.94%
5138 · Recruitment & Testing	1,630	3,000	3,000	0.00%
5139 · Temporary Labor	50,103	29,000	37,250	28.45%
5160 · Classified Advertising	2,686	4,750	4,500	-5.26%
5161 · Printing & Copying	2,345	5,750	5,250	-8.70%
5180 · Police Liability Insurance	25,974	27,000	27,000	0.00%
5181 · Public Official Liability Ins.	9,949	9,500	9,500	0.00%
5182 · General Liability Insurance	12,563	12,000	12,000	0.00%
5184 · Vehicle Insurance	36,478	40,000	41,000	2.50%
5187 · Other General Insurance	0	2,250	1,250	-44.44%

# CITY OF MOUNT RAINIER

## GENERAL FUND EXPENDITURES

EXPENDITURES	FY 2016	FY 2017	FY 2018	FY17-FY18
	Unaudited	Adopted	Proposed	%
	Actual	Budget	Budget	Change
<b>Professional Services Contd.</b>				
5411 · Parking Meter Admin.	388	750	2,500	233.33%
5412 · Parking Citation Recovery	24,628	25,000	30,000	20.00%
5620 · Recreational Program	5,500	10,000	15,000	50.00%
5621 · Web Master Fees	257	1,000	1,000	0.00%
6560 · Payroll Expenses	7,647	9,000	16,000	77.78%
<b>Total Professional Services</b>	<b>456,353</b>	<b>429,800</b>	<b>528,500</b>	<b>22.96%</b>
<b>Other Services &amp; Charges</b>				
4201 · City Sponsored Meetings	1,030	2,250	2,250	0.00%
4202 · Administrative Devel. Progms	0	0	500	500.00%
4203 · Economic Devel. Programs	124	750	23,000	2966.67%
4204 · Historic Preservation Tax Cr.	3,682	5,000	5,000	0.00%
4205 · Homeowners Tax Credit	22,854	23,500	27,500	17.02%
5403 · Veterans/LTR Tax Credit	0	0	19,500	19500.00%
4500 · Contingency	0	25,000	25,000	0.00%
4700 · Reserve	0	0	0	75000.00%
4900 · Fire Department	0	1,500	5,000	233.33%
5150 · Travel Expense	0	450	250	-44.44%
5250 · CDL Testing	0	250	250	0.00%
5310 · Tipping & Recycling Fees	76,955	85,000	85,000	0.00%
5311 · CDMA Fees Paid	0	23,000	24,000	4.35%
5321 · Message Production	14,973	16,000	30,000	87.50%
5323 · Cable Charges	6,523	11,000	11,500	4.55%
5324 · Police Explorer Program	0	0	7,500	7500.00%
5325 · Community Policing/Outreach	0	0	2,500	2500.00%
5326 · Computer Networking	2,795	3,500	3,500	0.00%
5340 · Conference/Convention Exp.	21,144	31,500	34,000	7.94%
5350 · Association Dues	10,734	10,800	11,750	8.80%
5360 · Subscriptions & Publication	502	1,250	1,500	20.00%
5380 · Flowers & Gifts	369	1,250	750	-40.00%
5400 · Miscellaneous Expense	13,458	3,000	3,250	8.33%
5401 · National Night Out Exp.	930	5,000	2,500	-50.00%

**CITY OF MOUNT RAINIER**

**GENERAL FUND EXPENDITURES**

EXPENDITURES	FY 2016	FY 2017	FY 2018	FY17-FY18
	Unaudited	Adopted	Proposed	%
	Actual	Budget	Budget	Change
5415 · Team Building/Appreciation	0	7,500	7,500	0.00%
5416 · Employee Performance Incent	0	0	7,500	1500.00%
5417 · Employee Health/Wellness	0	0	2,500	2500.00%
5449 · Intrest - PW Trucks Lease	2,860	2,250	3,000	33.33%
5454 · Interest Line of Credit	0	0	0	0.00%
5458 · Interest - Police Veh. Leases	2,105	3,500	3,500	0.00%
5459 · Principal - Police Veh. Leases	36,763	38,500	82,750	114.94%
5460 · Principal - PW Truck Lease	48,650	57,500	81,500	41.74%
5560 · I - Net Services	9,856	10,000	10,000	0.00%
5600 · Mt. Rainier Day Expense	0	20,000	15,000	-25.00%
5603 · Tool Shed Expense	603	1,500	1,250	-16.67%
5604 · Bike Co-op Expense	4,993	1,250	1,250	0.00%
5633 · 5K Gateway Expense	1,495	0	0	0.00%
5634 · Compost Bin Expense	1,040	1,500	1,500	0.00%
5635 · Community Garden Expense	0	1,250	1,250	0.00%
5636 · Green Team Expense	854	1,250	1,250	0.00%
5637 · Veterans Celebration Exp.	400	0	0	0.00%
5638 · Other Community Events	6,923	7,500	7,500	0.00%
5639 · Immigration Outreach Prgm	0	0	1,500	0.00%
5640 · Community Engagement Prgm	0	0	5,000	0.00%
6030 · Interest - Bass Property	29,189	34,250	30,250	-11.68%
6070 · Principal - Bass Property	88,589	83,500	87,750	5.09%
5456 · Interest -1996 City Hall	7,086	6,750	6,000	-11.11%
5457 · Interest -1997 Police Bldg.	16,851	15,750	14,250	-9.52%
5556 · Principal -1996 City Hall	15,250	15,750	16,500	4.76%
5557 · Principal -1997 Police Bldg.	36,265	37,500	39,000	4.00%
6040 · Interest Funeral Home	19,440	18,250	16,250	-10.96%
6080 · Principal Funeral Home	41,836	43,250	45,000	4.05%
6481 · Computer Purchase	9,959	4,000	4,000	0.00%
6482 · Equipment Purchase	28,943	22,000	27,500	25.00%
<b>Total Other Services &amp; Charges</b>	<b>586,022</b>	<b>684,500</b>	<b>846,250</b>	<b>23.63%</b>

**CITY OF MOUNT RAINIER**

**GENERAL FUND EXPENDITURES**

EXPENDITURES	FY 2016	FY 2017	FY 2018	FY17-FY18
	Unaudited	Adopted	Proposed	%
	Actual	Budget	Budget	Change
<b>Infrastructure &amp; Facility Maint.</b>				
5140 · Telephone	42,264	53,000	53,250	0.47%
5141 · Alarm Services	1,800	1,500	2,000	33.33%
5200 · Electricity	37,139	44,500	43,250	-2.81%
5210 · Street Lights Electricity Exp.	92,469	100,000	95,000	-5.00%
5211 · Street Lights Repairs	8,262	12,500	10,000	-20.00%
5220 · Heat	16,679	22,000	21,750	-1.14%
5225 · Property Taxes	2,909	3,500	3,500	0.00%
5230 · Sidewalk & Street Maint.	44,300	30,000	16,000	-46.67%
5240 · Building Repair & Maint.	51,227	36,000	63,500	76.39%
5241 · Pest Control	2,520	3,000	3,000	0.00%
5420 · Tree Maintenance	23,945	20,000	25,000	25.00%
5421 · Grounds Maintenance	9,712	15,000	35,000	133.33%
5426 · Equipment Rental	0	3,000	3,000	0.00%
5440 · Tree Purchases	3,135	5,000	2,500	-50.00%
5700 · Property Abatement Exp.	7,030	7,500	10,000	33.33%
<b>Total Infrastructure &amp; Facil Maint</b>	<b>343,391</b>	<b>356,500</b>	<b>386,750</b>	<b>8.49%</b>
<b>Capital Outlay</b>				
5800 · Capital Outlay Projects	0	396,000	374,125	-5.52%
<b>Total Capital Outlay</b>	<b>99,480</b>	<b>396,000</b>	<b>374,125</b>	<b>-5.52%</b>
<b>Other Expenditures</b>				
5900 · Speed Camera Charges	562	0	0	0.00%
<b>Total Other Expenditures</b>	<b>562</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>TOTAL GENERAL FUND EXP.</b>	<b>4,908,986</b>	<b>5,522,700</b>	<b>5,936,375</b>	<b>7.49%</b>
<b>Excess (Deficit) of General Fund Revenues over Expenditures</b>	<b>179,565</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>

## **CITY OF MOUNT RAINIER**

### **Special Fund Revenues and Expenditures**

The “Special Fund” is the City’s designated grant fund. Here you will see a list of grants the City anticipates receiving and how they are allocated.

In Fiscal Year 2018 the City expects to receive \$250,000 in grants.

A grant is a sum of money allocated to the City via the Federal, State, County government or an organization for a specific purpose.

**CITY OF MOUNT RAINIER**

**SPECIAL FUND REVENUES**

REVENUES	FY 2016	FY 2017	FY 2018	FY17-FY18
	Unaudited	Adopted	Proposed	%
	Actual	Budget	Budget	Change
<b>Special Fund Revenues</b>				
7266 · Soft Body Armor	3,082	1,500	1,500	0.00%
7272 · County Tree Grant	0	10,000	10,000	0.00%
7274 · LGIT Training Grant	4,500	4,000	4,000	0.00%
7281 · Chesapeake Bay Trust	109,125	391,000	0	-100.00%
7285 · Community Legacy	0	100,000	0	-100.00%
7287 · Mount Rainier Day Grant	0	2,500	2,500	0.00%
7288 · National Night Out	0	1,000	1,000	0.00%
7297 · FTA-Transportation Grant	0	80,000	0	-100.00%
7298 · AFF Equitable Share (OJP)	0	0	2,500	2500.00%
7306 · CDBG	0	200,000	176,500	-11.75%
7323 · ATHA Grant	775	0	2,000	2000.00%
7330 · Community Legacy Program	103,944	100,000	50,000	-50.00%
7331 · MD Energy Admin Grant	18,000	164,750	0	-100.00%
7350 · Aging - Senior Program Grant	1,923	2,500	0	-100.00%
0000 · Art Place America	0	350,000	0	-100.00%
<b>TOTAL REVENUES</b>	<b>241,349</b>	<b>1,407,250</b>	<b>250,000</b>	<b>-82.23%</b>

**SPECIAL FUND EXPENDITURES**

EXPENDITURES	FY 2016	FY 2017	FY 2018	FY17-FY18
	Unaudited	Adopted	Proposed	%
	Actual	Budget	Budget	Change
<b>Special Fund Expenditures</b>				
6751 · CDBG Grant Contract Work	0	200,000	176,500	-11.75%
6752 · Contractor Services (Grant)	462,407	1,092,250	8,500	-99.22%
6753 · Community Legacy Grant	0	100,000	50,000	-50.00%
6754 · National Night Out Grant Exp	0	1,000	1,000	0.00%
6755 · Mount Rainier Day Grant Exp	0	2,500	2,500	0.00%
6757 · Material & Supplies Grant	0	11,500	11,500	0.00%
6759 · Other Grant Expenditures	22,000	0	0	0.00%
<b>TOTAL EXPENDITURES</b>	<b>484,407</b>	<b>1,407,250</b>	<b>250,000</b>	<b>-82.23%</b>
<b>Excess (Deficit) of Special Fund Revenues over Expenditures</b>	<b>(243,058)</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>

## CITY OF MOUNT RAINIER

### WHERE FUNDS COME FROM

Tax Revenue	\$ 4,350,500	73.29%
Licenses and Permits	\$ 610,000	10.28%
Intergovernmental Revenue	\$ 199,500	3.36%
Charges for Services	\$ 60,500	1.02%
Fines and Forfeitures	\$ 119,500	2.01%
Miscellaneous Revenue	\$ 35,400	0.60%
Transfer from Reserves	\$ 560,975	9.45%
<b>TOTAL REVENUE</b>	<b><u>\$ 5,936,375</u></b>	<b>100.00%</b>

### WHERE FUNDS GO

Wages and Leave Pay	\$ 2,546,500	42.90%
Employee Benefits and Services	\$ 980,550	16.52%
Material and Supplies	\$ 195,700	3.30%
Repairs and Maintenance	\$ 78,000	1.31%
Professional Services	\$ 528,500	8.90%
Other Services and Charges	\$ 846,250	14.26%
Infrastructure and Facility Maintenance	\$ 386,750	6.51%
Capital Improvement Plan	\$ 374,125	6.30%
<b>TOTAL EXPENDITURES</b>	<b><u>\$ 5,936,375</u></b>	<b>100.00%</b>

**CITY OF MOUNT RAINIER**

**WHERE FUNDS GO - DEPARTMENTAL**

Mayor and Council	\$ 69,000	1.16%
City Hall	\$ 594,150	10.01%
Administrative Services	\$ 193,550	3.26%
Economic Development	\$ 130,500	2.20%
Code Enforcement Department	\$ 274,700	4.63%
Legal and Election	\$ 77,000	1.30%
Newsletter and Communication	\$ 68,250	1.15%
MRTV	\$ 77,000	1.30%
<b><u>Properties</u></b>		0.00%
(i) 3601 Bunker Hill Road	\$ 17,250	0.29%
(ii) 3405 Rhode Island Avenue	\$ 20,500	0.35%
(iii) 3409 Rhode Island Avenue (Library)	\$ 9,750	0.16%
(iv) 3409 Rhode Island Avenue	\$ 18,750	0.32%
(v) 3200 Rhode Island Avenue (Funeral)	\$ 2,500	0.04%
(vi) 3204 Rhode Island Avenue (Bass)	\$ 2,750	0.05%
Police Department	\$ 2,116,500	35.65%
Parking Enforcement	\$ 100,250	1.69%
Public Works Department	\$ 760,250	12.81%
Call-A-Bus	\$ 44,750	0.75%
Highway and Streets	\$ 125,000	2.11%
Waste Disposal	\$ 85,000	1.43%
Street Lights	\$ 105,000	1.77%
Insurance	\$ 90,750	1.53%
Debt Services	\$ 425,750	7.17%
Community Programs	\$ 36,250	0.61%
Mount Rainier Day	\$ 27,400	0.46%
National Night Out	\$ 5,200	0.09%
Bike Co-op	\$ 1,250	0.02%
Tool Shed	\$ 1,250	0.02%
City Tax Credit	\$ 52,000	0.88%
Fire Department	\$ 5,000	0.08%
Contingency	\$ 25,000	0.42%
Reserves	\$ -	0.00%
Capital Improvement Plan	\$ 374,125	6.30%
<b>TOTAL DEPT. EXPENDITURES</b>	<b><u>\$ 5,936,375</u></b>	<b>100.00%</b>

# CITY OF MOUNT RAINIER

## Mayor and Council

### Expenditures by Object and Program Classification

#### Narrative Description of Program Accounts

##### Wages and Leave Pay

**3010 Regular Pay:** Pay to the Mayor and City Council

##### Employee Benefits and Services

**3030 FICA Expenses:** Federal Insurance Contributions Act, employers portion of social security

**3070 Workers Comp Insurance:** Funds to cover the cost of workers compensation insurance, provides care for employees injured on the job

**3080 Unemployment Insurance:** Funds to cover the cost of unemployment insurance

**3090 Retirement Contribution:** Employers contribution to the State retirement and pension system

##### Professional Services

**5126 Professional Services Contract:** Designated \$4,000 for a Council Retreat and \$5,750 for the purchase of a community engagement application

##### Other Services and Charges

**4201 City Sponsored Meetings:** Funds allocated for meetings held by the City

**5150 Travel Expense:** Funds for travel expenses by the Mayor and City Council

**5340 Conference and Convention Expenses:** Funds designated for the Maryland Municipal League conference and other conferences as decided

**5350 Association Dues:** Funds for dues payments to various associations

**5380 Flowers and Gifts:** Funds for the purchase of flowers and gifts

**5400 Miscellaneous Expenses:** Funds designated for miscellaneous expenses as needed

**6482 Equipment Purchase:** Funds designated for the purchase of equipment and supplies

**CITY OF MOUNT RAINIER**

**MAYOR & COUNCIL**

EXPENDITURES	FY 2016	FY 2017	FY 2018	FY17-FY18
	Unaudited	Adopted	Proposed	%
	Actual	Budget	Budget	Change
<b>Wages &amp; Leave Pay</b>				
3010 · Regular Pay	29,395	30,000	34,000	13.33%
<b>Total Wages &amp; Leave Pay</b>	<b>29,395</b>	<b>30,000</b>	<b>34,000</b>	13.33%
<b>Employee Benefits &amp; Services</b>				
3030 · FICA Expenses	1,973	2,500	2,250	-10.00%
3070 · Workers' Comp. Insurance	171	500	250	-50.00%
3080 · Unemployment Insurance	478	750	500	-33.33%
3090 · Retirement Contribution	13	2,500	2,500	0.00%
<b>Total Employee Benefits &amp; Services</b>	<b>2,636</b>	<b>6,250</b>	<b>5,500</b>	-12.00%
<b>Professional Services</b>				
5126 · Professional Svcs./ Contract	0	0	4,000	9750.00%
<b>Total Professional Services</b>	<b>0</b>	<b>0</b>	<b>4,000</b>	9750.00%
<b>Other Services &amp; Charges</b>				
4201 · City Sponsored Meetings	1,030	2,250	2,250	0.00%
5150 · Travel Expense	0	450	250	-44.44%
5340 · Conference/Convention Exp.	6,987	15,000	15,000	0.00%
5350 · Association Dues	6,500	6,625	6,750	1.89%
5380 · Flowers & Gifts	369	1,250	750	-40.00%
5400 · Miscellaneous Expenses	390	250	500	100.00%
6482 · Equipment Purchase	0	250	0	-100.00%
<b>Total Professional Services</b>	<b>15,276</b>	<b>26,075</b>	<b>25,500</b>	-2.21%
<b>TOTAL EXPENDITURES</b>	<b>47,307</b>	<b>62,325</b>	<b>69,000</b>	10.71%

**NOTE**

Line Item 5126 · Professional Svcs. is for Council Retreat \$4,000

# CITY OF MOUNT RAINIER

## City Hall (City Manager and Finance Department Functions)

### Expenditures by Object and Program Classification

#### Narrative Description of Program Accounts

##### Wages and Leave Pay

- 3010 Regular Pay:** Designated pay for employees
- 3020 Overtime Pay:** Funds available for work performed beyond regular work hours

##### Employee Benefits and Services

- 3030 FICA Expenses:** Federal Insurance Contributions Act, employer's portion of social security
- 3040 Life Insurance Expenses:** Employee monthly life insurance premium paid by the City
- 3043 Dental Insurance Expenses:** Employee monthly dental insurance premium paid by the City
- 3052 Medical Insurance Expenses:** Employee monthly medical insurance premium paid by the City
- 3070 Workers Comp Insurance:** Funds to cover the cost of workers compensation insurance, provides care for employees injured on the job
- 3080 Unemployment Insurance:** Funds to cover the cost of unemployment insurance
- 3090 Retirement Contribution:** Employer's contribution to the State retirement and pension system

##### Materials and Supplies

- 4129 Office Supplies:** Stationary, office supplies, and materials needed for the administrative offices
- 4130 Postage and Delivery:** Funds for postage and mailing costs
- 4131 Computer Equipment and Supplies:** Funds for the purchase of computer equipment and supplies

### Repairs and Maintenance

- 4133 Vehicle Expense Reimbursement:** Funds designated for the reimbursement of mileage on personal vehicles
- 4318 Equipment Repair and Maintenance:** Funds designated for the repair and general maintenance of office equipment

### Professional Services

- 5112 Computer Services:** Departments shared cost of the IT support fees
- 5115 Bank Charges:** Fees paid to banks for administration of accounts
- 5120 Office Equipment Lease:** Costs incurred for leasing office equipment
- 5121 Office Equipment Maintenance Contracts:** Costs incurred for office equipment maintenance repair
- 5130 Employee Training:** Funds designated for employee training courses and programs
- 5139 Temporary Labor:** Funds designated for the cost of temporary labor
- 5160 Classified Advertising:** Funds designated for advertising in newspapers of record things such as legal notices, job posting, RFQ, etc...
- 5161 Printing and Copying:** Funds designated for printing and copying costs
- 6560 Payroll Expenses:** Funds for payroll software and expenses, includes \$7,000 in FY 18 for a module upgrade

### Other Services and Charges

- 5311 CDMA Fees Paid:** CDMA Fees transferred to the Mount Rainier Business Association
- 5323 Cable Charges:** Funds designated for the cost of cable TV
- 5340 Conference and Convention Expenses:** Funds designated for attendance at conferences and conventions
- 5350 Association Dues:** Funds for dues payments to government associations
- 5360 Subscriptions and Publications:** Funds designated for the cost of subscription and relevant government publications purchases
- 5400 Miscellaneous Expenses:** Funds designated for miscellaneous expenses as needed

- 5415 Team Building and Appreciation:** Moved to Administrative Services Department
- 6481 Computer Purchases:** Funds designated for the purchase of computers or computer equipment
- 6482 Equipment Purchase:** Funds designated for the purchase of equipment and supplies

Infrastructure and Facility Maintenance

- 5140 Telephone:** Funds designated for the expense of employee phones
- 5200 Electricity:** Funds designated for electricity charges
- 5220 Heat:** Funds designated for maintaining water and heat expenses
- 5240 Building Repairs and Maintenance (City Hall):** Funds designated for the repairs and maintenance of public building

**CITY OF MOUNT RAINIER**

**CITY HALL**

EXPENDITURES	FY 2016	FY 2017	FY 2018	FY17-FY18
	Unaudited	Adopted	Proposed	%
	Actual	Budget	Budget	Change
<b>Wages &amp; Leave Pay</b>				
3010 · Regular Pay	377,053	367,250	357,100	-2.76%
3020 · Overtime Pay	2,019	0	1,500	1500.00%
<b>Total Wages &amp; Leave Pay</b>	<b>379,072</b>	<b>367,250</b>	<b>358,600</b>	<b>-2.36%</b>
<b>Employee Benefits &amp; Services</b>				
3030 · FICA Expenses	28,832	28,750	28,750	0.00%
3040 · Life Insurance Expenses	112	250	300	20.00%
3043 · Dental Medical Insurance	1,379	2,250	2,000	-11.11%
3052 · Medical Insurance Expenses	25,618	40,000	34,500	-13.75%
3070 · Workers' Compensation Ins.	22,611	20,500	11,000	-46.34%
3080 · Unemployment Insurance	1,043	1,500	1,250	-16.67%
3090 · Retirement Contribution	33,630	33,000	32,250	-2.27%
<b>Total Employee Benefits &amp; Services</b>	<b>113,224</b>	<b>126,250</b>	<b>110,050</b>	<b>-12.83%</b>
<b>Materials &amp; Supplies</b>				
4129 · Office Supplies	9,732	10,000	10,000	0.00%
4130 · Postage & Delivery	2,631	2,500	2,500	0.00%
4131 · Computer Equip. & Supplies	0	500	500	0.00%
<b>Total Materials &amp; Supplies</b>	<b>12,363</b>	<b>13,000</b>	<b>13,000</b>	<b>0.00%</b>
<b>Repairs &amp; Maintenance</b>				
4133 · Vehicle Exp. Reimbursement	712	750	750	0.00%
4318 · Equipment Repairs & Maint.	360	250	250	0.00%
<b>Total Repairs &amp; Maintenance</b>	<b>1,072</b>	<b>1,000</b>	<b>1,000</b>	<b>0.00%</b>
<b>Professional Services</b>				
5112 · Computer Services	4,053	3,500	3,500	0.00%
5115 · Bank Charges	1,537	1,250	1,250	0.00%
5120 · Office Equipment Lease	6,055	7,500	7,500	0.00%
5121 · Off Equip Maint. Contracts	7,382	7,500	7,500	0.00%
5130 · Employee Training	8,059	750	3,000	300.00%
5139 · Temporary Labor	19,679	2,000	3,000	50.00%
5160 · Classified Advertising	2,661	4,000	4,000	0.00%

**CITY OF MOUNT RAINIER**

**CITY HALL CONTD.**

EXPENDITURES	FY 2016	FY 2017	FY 2018	FY17-FY18
	Unaudited	Adopted	Proposed	%
	Actual	Budget	Budget	Change
<b>Professional Services Contd.</b>				
5161 · Printing & Copying	1,066	1,250	1,250	0.00%
6560 · Payroll Expenses	7,647	9,000	16,000	77.78%
<b>Total Professional Services</b>	<b>58,139</b>	<b>36,750</b>	<b>47,000</b>	27.89%
<b>Other Services &amp; Charges</b>				
5311 · CDMA Fees Paid	0	23,000	24,000	4.35%
5323 · Cable Charges	761	1,250	1,250	0.00%
5340 · Conference/Convention Exp.	4,336	5,500	6,000	9.09%
5350 · Association Dues	1,553	1,000	1,250	25.00%
5360 · Subscriptions & Publications	0	250	250	0.00%
5400 · Miscellaneous Expenses	5,773	500	500	0.00%
5415 · Team Building/Appreciation	0	0	0	0.00%
6481 · Computer Purchases	6,000	1,500	1,500	0.00%
6482 · Equipment Purchases	2,637	500	500	0.00%
<b>Total Other Services &amp; Charges</b>	<b>21,060</b>	<b>33,500</b>	<b>35,250</b>	5.22%
<b>Infrastructure &amp; Facility Maint.</b>				
5140 · Telephone	8,998	11,000	11,000	0.00%
5200 · Electricity	8,201	8,000	8,000	0.00%
5220 · Heat	0	250	250	0.00%
5240 · Building Repairs & Maint.	9,777	42,050	10,000	-76.22%
<b>Total Infrastructure &amp; Facil Maint</b>	<b>26,975</b>	<b>61,300</b>	<b>29,250</b>	-52.28%
<b>TOTAL EXPENDITURES</b>	<b>611,906</b>	<b>639,050</b>	<b>594,150</b>	-7.03%

**NOTE**

Line Item 5415 · Team Building/Appreciation is moved from City Hall to the Department of Administrative Services.

Line Item 6560 · Payroll Expenses includes \$7,000 for electronic payroll module

# CITY OF MOUNT RAINIER

## Department of Administrative Services

### Expenditures by Object and Program Classification

#### Narrative Description of Program Accounts

##### Wages and Leave Pay

- 3010 Regular Pay:** Designated pay for employees
- 3020 Overtime Pay:** Funds available for work performed beyond regular work hours

##### Employee Benefits and Services

- 3030 FICA Expenses:** Federal Insurance Contributions Act, employer's portion of social security
- 3040 Life Insurance Expenses:** Employee monthly life insurance premium paid by the City
- 3043 Dental Insurance Expenses:** Employee monthly dental insurance premium paid by the City
- 3052 Medical Insurance Expenses:** Employee monthly medical insurance premium paid by the City
- 3070 Workers Comp Insurance:** Funds to cover the cost of workers compensation insurance, provides care for employees injured on the job
- 3080 Unemployment Insurance:** Funds to cover the cost of unemployment insurance
- 3090 Retirement Contribution:** Employer's contribution to the State retirement and pension system

##### Materials and Supplies

- 4129 Office Supplies:** Stationary, office supplies, and materials needed for the administrative offices
- 4130 Postage and Delivery:** Funds for postage and mailing costs
- 4131 Computer Equipment and Supplies:** Funds for the purchase of computer equipment and supplies

### Repairs and Maintenance

- 4133 Vehicle Expense Reimbursement:** Funds designated for the reimbursement of mileage on personal vehicles
- 4318 Equipment Repair and Maintenance:** Funds designated for the repair and general maintenance of office equipment

### Professional Services

- 5126 Professional Services:** Funds designated for a staff retreat/training

### Other Services and Charges

- 4202 Administrative Development Programs:** \$250 designated for hosting a job fair, and \$250 designated for hosting an employer symposium
- 5340 Conference and Convention Expenses:** Funds designated for attendance at conferences and conventions
- 5350 Association Dues:** Funds for dues payments to various associations
- 5360 Subscriptions and Publications:** Funds designated for the cost of subscription and relevant publications purchases
- 5400 Miscellaneous Expenses:** Funds designated for miscellaneous expenses as needed
- 5415 Team Building and Appreciation:** Funds designated for employee team building events and activities, including staff meetings and employee holiday party
- 5416 Employee Performance Incentives:** Funds designated for the creation on an employee performance incentive program and employee performance incentive payments
- 5417 Employee Health and Wellness:** Funds designated for the creation of an employee health and wellness program

### Infrastructure and Facility Maintenance

- 5140 Telephone:** Funds designated for the expense of employee cell phones

**CITY OF MOUNT RAINIER**

**ADMINISTRATIVE SERVICES**

EXPENDITURES	FY 2016	FY 2017	FY 2018	FY17-FY18
	Unaudited	Adopted	Proposed	%
	Actual	Budget	Budget	Change
<b>Wages &amp; Leave Pay</b>				
3010 · Regular Pay	0	0	123,250	123250.00%
3020 · Overtime Pay	0	0	3,000	3000.00%
<b>Total Wages &amp; Leave Pay</b>	<b>0</b>	<b>0</b>	<b>126,250</b>	126250.00%
<b>Employee Benefits &amp; Services</b>				
3030 · FICA Expenses	0	0	10,000	10000.00%
3040 · Life Insurance Expenses	0	0	50	50.00%
3043 · Dental Medical Insurance	0	0	750	750.00%
3052 · Medical Insurance Expenses	0	0	7,250	7250.00%
3070 · Workers' Compensation Ins.	0	0	6,000	6000.00%
3080 · Unemployment Insurance	0	0	250	250.00%
3090 · Retirement Contribution	0	0	11,000	11000.00%
<b>Total Employee Benefits &amp; Services</b>	<b>0</b>	<b>0</b>	<b>35,300</b>	35300.00%
<b>Materials &amp; Supplies</b>				
4129 · Office Supplies	0	0	1,250	1250.00%
4130 · Postage & Delivery	0	0	750	750.00%
<b>Total Materials &amp; Supplies</b>	<b>0</b>	<b>0</b>	<b>2,000</b>	2000.00%
<b>Repairs &amp; Maintenance</b>				
4133 · Vehicle Exp. Reimbursement	0	0	750	750.00%
4318 · Equipment Repairs & Maint.	0	0	250	250.00%
<b>Total Repairs &amp; Maintenance</b>	<b>0</b>	<b>0</b>	<b>1,000</b>	1000.00%
<b>Professional Services</b>				
5126 · Professional. Services	0	0	7,500	7500.00%
<b>Total Professional Services</b>	<b>0</b>	<b>0</b>	<b>7,500</b>	7500.00%
<b>Other Services &amp; Charges</b>				
4202 · Administrative Develop Prgm.	0	0	500	500.00%
5340 · Conference/Convention Exp.	0	0	2,000	2000.00%
5350 · Association Dues	0	0	250	250.00%
5360 · Subscriptions & Publications	0	0	250	250.00%
5400 · Miscellaneous Expenses	0	0	250	250.00%

**CITY OF MOUNT RAINIER**

**ADMINISTRATIVE SERVICES CONTD.**

EXPENDITURES	FY 2016	FY 2017	FY 2018	FY17-FY18
	Unaudited	Adopted	Proposed	%
	Actual	Budget	Budget	Change
<b>Other Services &amp; Charges Contd.</b>				
5415 · Team Building/Appreciation	0	7,500	7,500	0.00%
5416 · Employee Perform Incentives	0	0	7,500	15000.00%
5417 · Employee Health/Wellness	0	0	2,500	2500.00%
<b>Total Other Services &amp; Charges</b>	<b>0</b>	<b>7,500</b>	<b>20,750</b>	<b>176.67%</b>
<b>Infrastructure &amp; Facility Maint.</b>				
5140 · Telephone	0	0	750	750.00%
<b>Total Infrastructure &amp; Facil Maint</b>	<b>0</b>	<b>0</b>	<b>750</b>	<b>750.00%</b>
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>7,500</b>	<b>193,550</b>	<b>2480.67%</b>

**NOTE**

Line Item 5126 · Professional. Services is for Staff Retreat/Training \$7,500

Line Item 4202 · Administrative Deveopment Programs includes:

- (i) Job Fair \$250
- (ii) Employer Symposium \$250

Line Item 5415 · Team Building/Appreciation is transferred from City Hall

Line Item 5416 · Employee Perform Incentives \$7,500 is a new line item

Line Item 5417 · Employee Health/Wellness \$2,500 is a new line item

# CITY OF MOUNT RAINIER

## Department of Economic Development

### Expenditures by Object and Program Classification

#### Narrative Description of Program Accounts

##### Wages and Leave Pay

**3010 Regular Pay:** Designated pay for employees

##### Employee Benefits and Services

**3030 FICA Expenses:** Federal Insurance Contributions Act, employer's portion of social security

**3040 Life Insurance Expenses:** Employee monthly life insurance premium paid by the City

**3043 Dental Insurance Expenses:** Employee monthly dental insurance premium paid by the City

**3052 Medical Insurance Expenses:** Employee monthly medical insurance premium paid by the City

**3070 Workers Comp Insurance:** Funds to cover the cost of workers compensation insurance, provides care for employees injured on the job

**3080 Unemployment Insurance:** Funds to cover the cost of unemployment insurance

**3090 Retirement Contribution:** Employer's contribution to the State retirement and pension system

##### Materials and Supplies

**4129 Office Supplies:** Stationary, office supplies, and materials needed for the administrative offices

**4130 Postage and Delivery:** Funds for postage and mailing costs

##### Repairs and Maintenance

**4133 Vehicle Expense Reimbursement:** Funds designated for the reimbursement of mileage on personal vehicles

**4318 Equipment Repair and Maintenance:** Funds designated for the repair and general maintenance of office equipment

Professional Services

**5122 Computer Software Equipment:** Funds for the purchase of software

**5126 Professional Services Contracts:** Funds for professional services, such as consultants

**5130 Employee Training:** Funds designated for employee training courses and programs

**5139 Temporary Labor:** Funds designated for the cost of temporary labor

**5160 Classified Advertising:** Funds designated for advertising in newspapers of record things such as legal notices, RFQ, etc...

**5161 Printing and Copying:** Funds designated for printing and copying costs

Other Services and Charges

**4203 Economic Development Programs:** Funds the following programs and activities: Advertising, Marketing, Business Meetings, Sponsorships, ICSC Exhibit, Place-making and Outreach, Public Art, Business Association Support, Events, Forums, Meetings, Tours, and Small Business Assistance

**5340 Conference and Convention Expenses:** Funds designated for attendance at conferences and conventions

**5350 Association Dues:** Funds for dues payments to associations

**5360 Subscriptions and Publications:** Funds designated for the cost of subscription and publications purchases

**5400 Miscellaneous Expenses:** Funds designated for miscellaneous expenses as needed

Infrastructure and Facility Maintenance

**5140 Telephone:** Funds designated for the expense of employee cell phones

**CITY OF MOUNT RAINIER**

**ECONOMIC DEVELOPMENT**

EXPENDITURES	FY 2016	FY 2017	FY 2018	FY17-FY18
	Unaudited	Adopted	Proposed	%
	Actual	Budget	Budget	Change
<b>Wages &amp; Leave Pay</b>				
3010 · Regular Pay	65,558	66,500	68,550	3.08%
<b>Total Wages &amp; Leave Pay</b>	<b>65,558</b>	<b>66,500</b>	<b>68,550</b>	3.08%
<b>Employee Benefits &amp; Services</b>				
3030 · FICA Expenses	4,639	5,250	5,250	0.00%
3040 · Life Insurance Expenses	35	50	50	0.00%
3043 · Dental Medical Insurance	368	450	650	44.44%
3052 · Medical Insurance Expenses	9,321	10,500	10,500	0.00%
3070 · Workers' Compensation Ins.	2,000	4,750	3,250	-31.58%
3080 · Unemployment Insurance	141	750	250	-66.67%
3090 · Retirement Contribution	5,422	6,000	6,250	4.17%
<b>Total Employee Benefits &amp; Services</b>	<b>21,926</b>	<b>27,750</b>	<b>26,200</b>	-5.59%
<b>Materials &amp; Supplies</b>				
4129 · Office Supplies	1,257	1,000	750	-25.00%
4130 · Postage & Delivery	61	250	250	0.00%
<b>Total Materials &amp; Supplies</b>	<b>1,318</b>	<b>1,250</b>	<b>1,000</b>	-20.00%
<b>Repairs &amp; Maintenance</b>				
4133 · Vehicle Exp. Reimbursement	182	750	500	-33.33%
4318 · Equipment Repairs & Maint.	241	250	250	0.00%
<b>Total Repairs &amp; Maintenance</b>	<b>423</b>	<b>1,000</b>	<b>750</b>	-25.00%
<b>Professional Services</b>				
5122 · Computer Software Equipmen	811	500	0	-100.00%
5126 · Professional. Services	240	3,000	0	-100.00%
5130 · Employee Training	207	500	2,750	450.00%
5139 · Temporary Labor	500	1,000	0	-100.00%
5160 · Classified Advertising	0	750	500	-33.33%
5161 · Printing & Copying	170	750	0	-100.00%
<b>Total Professional Services</b>	<b>1,928</b>	<b>6,500</b>	<b>3,250</b>	-50.00%
<b>Other Services &amp; Charges</b>				
4203 · Economic Devel. Programs	124	750	23,000	2966.67%

**CITY OF MOUNT RAINIER**

**ECONOMIC DEVELOPMENT CONTD.**

EXPENDITURES	FY 2016	FY 2017	FY 2018	FY17-FY18
	Unaudited	Adopted	Proposed	%
	Actual	Budget	Budget	Change
<b>Other Services &amp; Charges Contd.</b>				
5340 · Conference/Convention Exp.	4,535	3,000	4,000	33.33%
5350 · Association Dues	1,706	1,675	1,750	4.48%
5360 · Subscriptions & Publications	502	500	500	0.00%
5400 · Miscellaneous Expenses	30	500	250	-50.00%
<b>Total Other Services &amp; Charges</b>	<b>6,897</b>	<b>21,675</b>	<b>29,500</b>	<b>36.10%</b>
<b>Infrastructure &amp; Facility Maint.</b>				
5140 · Telephone	1,016	1,250	1,250	0.00%
<b>Total Infrastructure &amp; Facil Maint</b>	<b>1,016</b>	<b>1,250</b>	<b>1,250</b>	<b>0.00%</b>
<b>TOTAL EXPENDITURES</b>	<b>99,066</b>	<b>125,925</b>	<b>130,500</b>	<b>3.63%</b>

# CITY OF MOUNT RAINIER

## Department of Code Enforcement

### Expenditures by Object and Program Classification

#### Narrative Description of Program Accounts

##### Wages and Leave Pay

- 3010 Regular Pay:** Designated pay for employees
- 3020 Overtime Pay:** Funds available for work performed beyond regular work hours

##### Employee Benefits and Services

- 3030 FICA Expenses:** Federal Insurance Contributions Act, employer's portion of social security
- 3040 Life Insurance Expenses:** Employee monthly life insurance premium paid by the City
- 3043 Dental Insurance Expenses:** Employee monthly dental insurance premium paid by the City
- 3052 Medical Insurance Expenses:** Employee monthly medical insurance premium paid by the City
- 3070 Workers Comp Insurance:** Funds to cover the cost of workers compensation insurance, provides care for employees injured on the job
- 3080 Unemployment Insurance:** Funds to cover the cost of unemployment insurance
- 3090 Retirement Contribution:** Employer's contribution to the State retirement and pension system

##### Materials and Supplies

- 4235 Uniforms:** Funds designated for the purchase and maintenance of the departments uniforms
- 4330 Vehicle Fuel and Oil:** Funds designated for the purchase vehicle fuel for department cars

### Repairs and Maintenance

**4317 Vehicle Repairs and Maintenance:** Funds designated for needed vehicle repairs and general maintenance costs

### Professional Services

**4323 Vehicle Tracking – GPS:** Departments costs for GPS tracking on department vehicles

**5112 Computer Services:** Departments shared cost of the IT support fees

**5121 Office Equipment Maintenance Contracts:** Costs incurred for office equipment maintenance repair

**5126 Professional Services Contracts:** \$5,000 for codification services (updates to municipal code) and \$750 for online hosting of the code

**5130 Employee Training:** Funds designated for employee training courses and programs

**5161 Printing and Copying:** Funds designated for printing and copying costs

### Other Services and Charges

**5340 Conference and Convention Expenses:** Funds designated for attendance at conferences and conventions

**5350 Association Dues:** Funds for dues payments to government associations

**5400 Miscellaneous Expenses:** Funds designated for miscellaneous expenses as needed

**6481 Computer Purchases:** Funds designated for the purchase of computers or computer equipment

**6482 Equipment Purchase:** Funds designated for the purchase of equipment and supplies

### Infrastructure and Facility Maintenance

**5140 Telephone:** Funds designated for the expense of employee cell phones

**5700 Abatement on Property Expenses:** Costs incurred to rectify code violations

**CITY OF MOUNT RAINIER**

**CODE ENFORCEMENT**

EXPENDITURES	FY 2016	FY 2017	FY 2018	FY17-FY18
	Unaudited	Adopted	Proposed	%
	Actual	Budget	Budget	Change
<b>Wages &amp; Leave Pay</b>				
3010 · Regular Pay	96,913	138,250	162,500	17.54%
3020 · Overtime Pay	3,404	2,500	2,500	0.00%
<b>Total Wages &amp; Leave Pay</b>	<b>100,318</b>	<b>140,750</b>	<b>165,000</b>	<b>17.23%</b>
<b>Employee Benefits &amp; Services</b>				
3030 · FICA Expenses	7,169	13,750	13,250	-3.64%
3040 · Life Insurance Expenses	116	250	250	0.00%
3043 · Dental Medical Insurance	675	1,000	1,000	0.00%
3052 · Medical Insurance Expenses	26,707	40,000	27,000	-32.50%
3070 · Worker's Comp. Insurance	7,772	12,000	8,000	-33.33%
3080 · Unemployment Insurance	265	750	500	-33.33%
3090 · Retirement Contributions	7,866	15,000	14,500	-3.33%
<b>Total Employee Benefits &amp; Services</b>	<b>50,571</b>	<b>82,750</b>	<b>64,500</b>	<b>-22.05%</b>
<b>Materials &amp; Supplies</b>				
4235 · Uniforms	145	500	1,950	290.00%
4330 · Vehicle Fuel & Oil	704	2,500	2,000	-20.00%
<b>Total Materials &amp; Supplies</b>	<b>848</b>	<b>3,000</b>	<b>3,950</b>	<b>31.67%</b>
<b>Repairs &amp; Maintenance</b>				
4317 · Vehicle Repairs & Maint.	3,147	4,000	3,500	-12.50%
<b>Total Repairs &amp; Maintenance</b>	<b>3,147</b>	<b>4,000</b>	<b>3,500</b>	<b>-12.50%</b>
<b>Professional Services</b>				
4323 · Vehicle Tracking - GPS	190	0	500	500.00%
5112 · Computer Services	1,621	2,000	2,500	25.00%
5121 · Office Equip. Maint. Contract	4,961	5,000	5,000	0.00%
5126 · Professional Svcs./ Contract	0	0	5,750	5750.00%
5130 · Employee Training	885	1,750	4,000	128.57%
5161 · Printing & Copying	607	1,250	1,500	20.00%
<b>Total Professional Services</b>	<b>8,264</b>	<b>10,000</b>	<b>19,250</b>	<b>92.50%</b>
<b>Other Services &amp; Charges</b>				
5340 · Conference/Convention Exp.	0	1,750	2,500	42.86%

**CITY OF MOUNT RAINIER**

**CODE ENFORCEMENT CONTD.**

EXPENDITURES	FY 2016	FY 2017	FY 2018	FY17-FY18
	Unaudited	Adopted	Proposed	%
	Actual	Budget	Budget	Change
<b>Other Services &amp; Charges contd.</b>				
5350 · Association Dues	185	250	500	100.00%
5400 · Miscellaneous Expenses	0	500	500	0.00%
6481 · Computer Purchase	0	0	0	0.00%
6482 · Equipment Purchases	673	500	500	0.00%
<b>Total Other Services &amp; Charges</b>	<b>858</b>	<b>3,000</b>	<b>4,000</b>	<b>33.33%</b>
<b>Infrastructure &amp; Facil Maint</b>				
5140 · Telephone	3,554	4,500	4,500	0.00%
5700 · Abatement on Property Exp.	7,030	7,500	10,000	33.33%
<b>Total Infrastructure &amp; Facil Maint</b>	<b>10,584</b>	<b>12,000</b>	<b>14,500</b>	<b>20.83%</b>
<b>TOTAL EXPENDITURES</b>	<b>174,590</b>	<b>255,500</b>	<b>274,700</b>	<b>7.51%</b>

**NOTE**

Line Item 3010 · Regular Pay includes \$21,500 for a new part-time/weekend CE Officer

Line Item 5126 · Professional Svcs./ Contract includes:

- (i) Codification Services \$5,000
- (ii) Online Code Hosting \$750

# CITY OF MOUNT RAINIER

## Legal and Elections

### Expenditures by Object and Program Classification

#### Narrative Description of Program Accounts

##### Professional Services

- 5109 Election Costs:** Costs for running the municipal election
- 5110 Legal Services:** Funds designated for legal bills
- 5116 Audit:** Funds designated for the cost of an independent annual financial audit
- 5126 Professional Services Contract:** Funds designated for a market / feasibility study

**CITY OF MOUNT RAINIER**

**LEGAL & ELECTIONS**

EXPENDITURES	FY 2016	FY 2017	FY 2018	FY17-FY18
	Unaudited	Adopted	Proposed	%
	Actual	Budget	Budget	Change
<b>Professional Services</b>				
5109 · Election Costs	0	3,000	0	-100.00%
5110 · Legal Services	38,367	40,000	50,000	25.00%
5116 · Audit	15,900	16,500	17,000	3.03%
5126 · Professional Svcs./ Contract	33,640	6,000	10,000	66.67%
<b>Total Professional Services</b>	<b>87,907</b>	<b>65,500</b>	<b>77,000</b>	<b>17.56%</b>
<b>TOTAL EXPENDITURES</b>	<b>87,907</b>	<b>65,500</b>	<b>77,000</b>	<b>17.56%</b>

**NOTE**

Line Item 5126 · Professional Svcs is for consultant charges for market/feasibility study

# CITY OF MOUNT RAINIER

## Communications and Newsletter

### Expenditures by Object and Program Classification

#### Narrative Description of Program Accounts

##### Materials and Supplies

**4130 Postage and Delivery:** Costs incurred for mailing out the newsletter

##### Professional Services

**5112 Computer Services:** Funds for software purchases to aid communications such as design software

**5126 Professional Services Contract:** Funds to pay a newsletter designer and editor

**5621 Web Master Fees:** Fees paid to web hosting company

##### Other Services and Charges

**5321 Message Production:** Costs paid to the printer of the city newsletter

**5323 Cable Charges:** Funds designated for the cost of cable TV

**5326 Computer Networking:** Funds for the operation and communication of computer and software programs

**CITY OF MOUNT RAINIER**

**COMMUNICATIONS & NEWSLETTER**

EXPENDITURES	FY 2016	FY 2017	FY 2018	FY17-FY18
	Unaudited Actual	Adopted Budget	Proposed Budget	% Change
<b>Materials &amp; Supplies</b>				
4130 · Postage & Delivery	7,179	10,000	17,000	70.00%
<b>Total Materials &amp; Supplies</b>	<b>7,179</b>	<b>10,000</b>	<b>17,000</b>	70.00%
<b>Professional Services</b>				
5112 · Computer Services	2,432	3,000	3,000	0.00%
5126 · Professional. Services	0	6,000	12,000	100.00%
5621 · Web Master Fees	257	1,000	1,000	0.00%
<b>Total Professional Services</b>	<b>2,689</b>	<b>10,000</b>	<b>16,000</b>	60.00%
<b>Other Services &amp; Charges</b>				
5321 · Message Production	14,973	16,000	30,000	87.50%
5323 · Cable Charges	1,461	1,750	1,750	0.00%
5326 · Computer Networking	2,795	3,500	3,500	0.00%
<b>Total Other Services &amp; Charges</b>	<b>19,229</b>	<b>21,250</b>	<b>35,250</b>	65.88%
<b>TOTAL EXPENDITURES</b>	<b>29,097</b>	<b>41,250</b>	<b>68,250</b>	65.45%

**CITY OF MOUNT RAINIER**

**MRTV**

EXPENDITURES	FY 2016	FY 2017	FY 2018	FY17-FY18
	Unaudited	Adopted	Proposed	%
	Actual	Budget	Budget	Change
<b>Wages &amp; Leave Pay</b>				
3010 · Regular Pay	47,747	30,000	0	-100.00%
<b>Total Wages &amp; Leave Pay</b>	<b>47,747</b>	<b>30,000</b>	<b>0</b>	<b>-100.00%</b>
<b>Employee Benefits &amp; Services</b>				
3030 · FICA Expenses	3,653	2,500	0	-100.00%
3070 · Workers' Comp. Insurance	1,433	2,000	0	-100.00%
3080 · Unemployment Insurance	380	500	0	-100.00%
<b>Total Employee Benefits &amp; Services</b>	<b>5,465</b>	<b>5,000</b>	<b>0</b>	<b>-100.00%</b>
<b>Materials &amp; Supplies</b>				
4233 · Materials & Supplies	1,412	2,500	2,500	0.00%
<b>Total Materials &amp; Supplies</b>	<b>1,412</b>	<b>2,500</b>	<b>2,500</b>	<b>0.00%</b>
<b>Repairs &amp; Maintenance</b>				
4318 · Equipment Repairs & Maint.	0	1,500	1,500	0.00%
<b>Total Repairs &amp; Maintenance</b>	<b>0</b>	<b>1,500</b>	<b>1,500</b>	<b>0.00%</b>
<b>Professional Services</b>				
5126 · Professional Svcs./ Contract	6,366	5,000	35,000	600.00%
5130 · Employee Training	906	2,500	0	-100.00%
<b>Total Repairs &amp; Maintenance</b>	<b>7,272</b>	<b>7,500</b>	<b>35,000</b>	<b>366.67%</b>
<b>Other Services &amp; Charges</b>				
5323 · Cable Charges	0	3,000	3,000	0.00%
5340 · Conference Expenses	2,422	3,000	0	-100.00%
5560 · I-Net Services	9,856	10,000	10,000	0.00%
6482 · Equipment Purchases	3,451	20,000	25,000	25.00%
<b>Total Other Services &amp; Charges</b>	<b>15,729</b>	<b>36,000</b>	<b>38,000</b>	<b>5.56%</b>
<b>Infrastructure &amp; Facility Maint.</b>				
5140 · Telephone	782	1,000	0	-100.00%
<b>Total Infrastructure &amp; Facil Maint</b>	<b>782</b>	<b>1,000</b>	<b>0</b>	<b>-100.00%</b>
<b>TOTAL EXPENDITURES</b>	<b>78,408</b>	<b>83,500</b>	<b>77,000</b>	<b>-7.78%</b>

**NOTE**

Line Item 5126 · Professional Svcs. \$35,000 includes \$30,000 for third party contractual services

## CITY OF MOUNT RAINIER

### Upkeep and Use of Public Properties

The City of Mount Rainier owns the following properties (other than City Hall, the Police Department, and the Public Works building):

- 3601 Bunker Hill Road (Bike Co-op and Tool Shed)
  - 3405 Rhode Island Ave (Potts Hall)
  - 3409 Rhode Island Ave (Library)
    - 3200 Rhode Island Ave
    - 3204-3208 Rhode Island Ave

In the upcoming Fiscal Year 2018 there is a plan to conduct \$10,000 of needed upgrades to the Bike Co-op / Toolshed, based off of a report stating that the overall condition of the building is deteriorating. An additional increase is slated for the repair and renovation of Potts Hall, which has been increasingly used as a public gathering space for meetings and events.

It is expected in Fiscal Year 18 that the City will sell its properties of 3200 Block of Rhode Island Ave and will only incur six months of expenses on those property loans.

**CITY OF MOUNT RAINIER**

**3601 BUNKER HILL ROAD**

EXPENDITURES	FY 2016	FY 2017	FY 2018	FY17-FY18
	Unaudited	Adopted	Proposed	%
	Actual	Budget	Budget	Change
<b>Infrastructure &amp; Facility Maint.</b>				
5140 · Telephone	1,607	1,250	1,500	20.00%
5141 · Alarm Services	675	750	750	0.00%
5200 · Electricity	363	1,000	1,000	0.00%
5220 · Heat	419	1,500	1,500	0.00%
5240 · Building Repairs & Maint.	7,189	2,500	12,500	400.00%
<b>Total Infrastructure &amp; Facil Maint</b>	<b>10,253</b>	<b>7,000</b>	<b>17,250</b>	<b>146.43%</b>
<b>TOTAL EXPENDITURES</b>	<b>10,253</b>	<b>7,000</b>	<b>17,250</b>	<b>146.43%</b>

**NOTE**

Line Item 5240 · Building Repairs & Maint includes \$10,000 for upgrades renovation

**3405 RHODE ISLAND AVE.**

EXPENDITURES	FY 2016	FY 2017	FY 2018	FY17-FY18
	Unaudited	Adopted	Proposed	%
	Actual	Budget	Budget	Change
<b>Infrastructure &amp; Facil Maint</b>				
5200 · Electricity	2,388	3,750	3,000	-20.00%
5220 · Heat	5,247	3,250	5,000	53.85%
5240 · Building Repairs & Maint.	7,298	5,000	12,500	150.00%
<b>Total Infrastructure &amp; Facil Maint</b>	<b>14,932</b>	<b>12,000</b>	<b>20,500</b>	<b>70.83%</b>
<b>TOTAL EXPENDITURES</b>	<b>14,932</b>	<b>12,000</b>	<b>20,500</b>	<b>70.83%</b>

**NOTE**

Line Item 5240 · Building Repairs & Maint. Includes \$7,500 for upgrades renovation

**CITY OF MOUNT RAINIER**

**3409 RHODE ISLAND AVE. (LIBRARY)**

EXPENDITURES	FY 2016	FY 2017	FY 2018	FY17-FY18
	Unaudited	Adopted	Proposed	%
	Actual	Budget	Budget	Change
<b>Infrastructure &amp; Facil Maint</b>				
5200 · Electricity	1,821	2,250	2,250	0.00%
5220 · Heat	3,470	5,000	5,000	0.00%
5240 · Building Repairs & Maint.	3,516	2,500	2,500	0.00%
<i>Total Infrastructure &amp; Facil Maint</i>	<b>8,807</b>	<b>9,750</b>	<b>9,750</b>	0.00%
<b>TOTAL EXPENDITURES</b>	<b>8,807</b>	<b>9,750</b>	<b>9,750</b>	0.00%

**3409 RHODE ISLAND AVE.**

EXPENDITURES	FY 2016	FY 2017	FY 2018	FY17-FY18
	Unaudited	Adopted	Proposed	%
	Actual	Budget	Budget	Change
<b>Infrastructure &amp; Facil Maint</b>				
5140 · Telephone	1,298	1,000	1,250	25.00%
5141 · Alarm Services	1,125	750	1,250	66.67%
5200 · Electricity	2,169	2,500	2,500	0.00%
5220 · Heat	3,932	6,500	4,500	-30.77%
5225 · Property Taxes	2,437	2,750	2,750	0.00%
5240 · Building Repairs & Maint.	695	1,500	6,500	333.33%
<i>Total Infrastructure &amp; Facil Maint</i>	<b>11,656</b>	<b>15,000</b>	<b>18,750</b>	25.00%
<b>TOTAL EXPENDITURES</b>	<b>11,656</b>	<b>15,000</b>	<b>18,750</b>	25.00%

**CITY OF MOUNT RAINIER**

**3200 RHODE ISLAND AVE. (FUNERAL HOME)**

EXPENDITURES	FY 2016	FY 2017	FY 2018	FY17-FY18
	Unaudited	Adopted	Proposed	%
	Actual	Budget	Budget	Change
<b>Infrastructure &amp; Facil Maint</b>				
5225 · Property Taxes	149	250	250	0.00%
5240 · Building Repairs & Maint.	1,184	250	2,250	800.00%
<b>Total Infrastructure &amp; Facil Maint</b>	<b>1,333</b>	<b>500</b>	<b>2,500</b>	<b>400.00%</b>
<b>TOTAL EXPENDITURES</b>	<b>1,333</b>	<b>500</b>	<b>2,500</b>	<b>400.00%</b>

**3204 - 3208 RHODE ISLAND AVE. (BASS PROPERTY)**

EXPENDITURES	FY 2016	FY 2017	FY 2018	FY17-FY18
	Unaudited	Adopted	Proposed	%
	Actual	Budget	Budget	Change
<b>Infrastructure &amp; Facil Maint</b>				
5225 · Property Taxes	323	500	500	0.00%
5240 · Building Repairs & Maint.	1,184	250	2,250	800.00%
<b>Total Infrastructure &amp; Facil Maint</b>	<b>1,506</b>	<b>750</b>	<b>2,750</b>	<b>266.67%</b>
<b>TOTAL EXPENDITURES</b>	<b>1,506</b>	<b>750</b>	<b>2,750</b>	<b>266.67%</b>

# CITY OF MOUNT RAINIER

## Department of Public Safety (Police Department)

### Expenditures by Object and Program Classification

#### Narrative Description of Program Accounts

##### Wages and Leave Pay

- 3010 Regular Pay:** Designated pay for employees
- 3020 Overtime Pay:** Funds available for work performed beyond regular work hours, increased by \$15,000 for funding a part-time school resource officer
- 3022 Court Pay:** Pay for Officers to attend court hearings
- 3023 Shift Differential:** Pay designated to cover the cost difference for those working the night shift
- 3024 Officer Field Training:** Pay designated to cover the cost difference for field training of officers

##### Employee Benefits and Services

- 3030 FICA Expenses:** Federal Insurance Contributions Act, employer's portion of social security
- 3040 Life Insurance Expenses:** Employee monthly life insurance premium paid by the City
- 3043 Dental Insurance Expenses:** Employee monthly dental insurance premium paid by the City
- 3052 Medical Insurance Expenses:** Employee monthly medical insurance premium paid by the City
- 3070 Workers Comp Insurance:** Funds to cover the cost of workers compensation insurance, provides care for employees injured on the job
- 3080 Unemployment Insurance:** Funds to cover the cost of unemployment insurance
- 3090 Retirement Contribution:** Employer's contribution to the State retirement and pension system

### Materials and Supplies

- 4130 Postage and Delivery:** Funds for postage and mailing costs
- 4131 Computer Equipment and Supplies:** Funds for the purchase of computer equipment and supplies
- 4235 Uniforms:** Funds designated for the purchase and maintenance of the departments uniforms
- 4236 Firearms Supplies:** Funds for the purchase of ammunition and supplies for cleaning firearms
- 4237 Uniform Cleaning Expenses:** Funds for the cleaning of the departments uniforms
- 4330 Vehicle Fuel and Oil:** Funds designated for the purchase vehicle fuel for department cars

### Repairs and Maintenance

- 4316 Radio Repair:** Funds designated for the repair of police radios
- 4317 Vehicle Repair and Maintenance:** Funds designated for the repair and maintenance of vehicles
- 4318 Equipment Repair and Maintenance:** Funds designated for the repair and general maintenance of office equipment
- 4319 Radio Maintenance:** Funds designated for the maintenance of police radios
- 5610 Security Camera Maintenance:** Funds designated for the maintenance and access of security cameras

### Professional Services

- 4323 Vehicle Tracking – GPS:** Departments costs for GPS tracking on department vehicles
- 5112 Computer Services:** Departments shared cost of the IT support fees
- 5119 Dispatch Services:** Funds designated for the dispatch of calls
- 5120 Office Equipment Lease:** Costs incurred for leasing office equipment
- 5121 Office Equipment Maintenance Contracts:** Costs incurred for office equipment maintenance repair
- 5130 Employee Training:** Funds designated for employee training courses and programs

**5138 Recruitment and Testing:** Funds designated for the recruitment and testing of new officers

**5161 Printing and Copying:** Funds designated for printing and copying costs

Other Services and Charges

**5323 Cable Charges:** Funds designated for the cost of cable TV

**5324 Police Junior Explorer Program:** Funds for the creation of a Police Junior Explorer Program

**5325 Community Policing and Outreach:** Funds for "Policing in the community" events and meetings

**5340 Conference and Convention Expenses:** Funds designated for attendance at conferences and conventions

**5350 Association Dues:** Funds for dues payments to associations

**5360 Subscriptions and Publications:** Funds designated for the cost of subscription and publications purchases

**5400 Miscellaneous Expenses:** Funds designated for miscellaneous expenses as needed

**6481 Computer Purchases:** Funds designated for the purchase of computers or computer equipment

**6482 Equipment Purchase:** Funds designated for the purchase of equipment and supplies

Infrastructure and Facility Maintenance

**5140 Telephone:** Funds designated for the expense of telephones

**5200 Electricity:** Funds designated for maintaining electricity in the public building

**5220 Heat:** Funds designated for maintaining water and heat in the public building

**5240 Building Repairs and Maintenance (Police Department):** Funds designated for the repairs and maintenance of public buildings

**CITY OF MOUNT RAINIER**

**DEPT. OF PUBLIC SAFETY**

EXPENDITURES	FY 2016	FY 2017	FY 2018	FY17-FY18
	Unaudited	Adopted	Proposed	%
	Actual	Budget	Budget	Change
<b><u>Wages &amp; Leave Pay</u></b>				
3010 · Regular Pay	1,173,808	1,180,250	1,206,250	2.20%
3020 · Overtime Pay	28,691	40,000	46,000	15.00%
3022 · Court Pay	11,109	13,000	13,000	0.00%
3023 · Shift Differential	20,089	20,000	20,000	0.00%
3024 · Officer Field Training	400	1,000	1,000	0.00%
<b>Total Wages &amp; Leave Pay</b>	<b>1,234,097</b>	<b>1,254,250</b>	<b>1,286,250</b>	<b>2.55%</b>
<b><u>Employee Benefits &amp; Services</u></b>				
3030 · FICA Expenses	91,089	95,000	103,500	8.95%
3040 · Life Insurance Expenses	694	750	750	0.00%
3043 · Dental Medical Insurance	6,629	7,500	9,000	20.00%
3052 · Medical Insurance Expenses	133,153	145,000	145,000	0.00%
3070 · Workers' Comp. Insurance	192,778	175,000	175,000	0.00%
3080 · Unemployment Insurance	2,687	4,500	3,250	-27.78%
3090 · Retirement Contribution	95,270	100,000	107,500	7.50%
<b>Total Employee Benefits &amp; Services</b>	<b>522,299</b>	<b>527,750</b>	<b>544,000</b>	<b>3.08%</b>
<b><u>Materials &amp; Supplies</u></b>				
4130 · Postage & Delivery	46	500	500	0.00%
4131 · Computer Equip. & Supplies	462	500	1,750	250.00%
4234 · Police Supplies & Equip.	8,799	6,000	5,000	-16.67%
4235 · Uniforms	2,475	5,000	5,000	0.00%
4236 · Firearms Supplies	14,364	8,000	8,000	0.00%
4237 · Uniform Cleaning Expenses	3,458	4,500	4,500	0.00%
4330 · Vehicle Fuel & Oil	37,739	56,000	45,000	-19.64%
<b>Total Materials &amp; Supplies</b>	<b>67,344</b>	<b>80,500</b>	<b>69,750</b>	<b>-13.35%</b>
<b><u>Repairs &amp; Maintenance</u></b>				
4316 · Radio Repair	0	250	250	0.00%
4317 · Vehicle Repair & Maint.	29,741	30,000	20,000	-33.33%
4318 · Equipment Repairs & Maint.	110	750	750	0.00%
4319 · Radio Maintenance	0	250	250	0.00%
5610 · Security Camera Maint.	0	1,000	1,000	0.00%
<b>Total Repairs &amp; Maintenance</b>	<b>29,851</b>	<b>32,250</b>	<b>22,250</b>	<b>-31.01%</b>

**CITY OF MOUNT RAINIER**

**DEPT. OF PUBLIC SAFETY CONTD.**

EXPENDITURES	FY 2016	FY 2017	FY 2018	FY17-FY18
	Unaudited	Adopted	Proposed	%
	Actual	Budget	Budget	Change
<b>Professional Services</b>				
4323 · Vehicle Tracking - GPS	1,706	0	5,250	5250.00%
5112 · Computer Services	30,654	24,000	32,000	33.33%
5119 · Dispatch Services	62,000	67,000	61,000	-8.96%
5120 · Office Equipment Lease	4,020	4,800	4,500	-6.25%
5121 · Office Equip. Maint. Contract	2,825	11,000	4,000	-63.64%
5130 · Employee Training	3,464	5,500	5,000	-9.09%
5138 · Recruitment & Testing	1,630	3,000	3,000	0.00%
5161 · Printing & Copying	78	1,500	1,500	0.00%
<b>Total Professional Services</b>	<b>106,377</b>	<b>116,800</b>	<b>116,250</b>	<b>-0.47%</b>
<b>Other Services &amp; Charges</b>				
5323 · Cable Charges	1,201	3,500	3,500	0.00%
5324 · Police Explorer Program	0	0	7,500	7500.00%
5325 · Community Policing/Outreach	0	0	2,500	2500.00%
5340 · Conference/Convention Exp.	1,351	1,500	1,500	0.00%
5350 · Association Dues	365	1,000	1,000	0.00%
5360 · Subscriptions & Publications	0	500	500	0.00%
5400 · Miscellaneous Expenses	623	500	500	0.00%
6481 · Computer Purchases	3,959	2,500	2,500	0.00%
6482 · Equipment Purchases	19,816	0	0	0.00%
<b>Total Other Services &amp; Charges</b>	<b>27,315</b>	<b>9,500</b>	<b>19,500</b>	<b>105.26%</b>
<b>Infrastructure &amp; Facility Maint.</b>				
5140 · Telephone	20,379	28,500	28,500	0.00%
5200 · Electricity	16,231	19,000	19,000	0.00%
5220 · Heat	529	1,000	1,000	0.00%
5240 · Building Repairs & Maint.	19,026	10,000	10,000	0.00%
<b>Total Infrastructure &amp; Facil Maint</b>	<b>56,165</b>	<b>58,500</b>	<b>58,500</b>	<b>0.00%</b>
<b>Capital Outlay</b>				
6487 · Vehicle Purchase / CIP	89,056	0	0	0.00%
<b>Total Capital Outlay</b>	<b>89,056</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>TOTAL EXPENDITURES</b>	<b>2,132,504</b>	<b>2,079,550</b>	<b>2,116,500</b>	<b>1.78%</b>

**CITY OF MOUNT RAINIER**

**DEPT. OF PUBLIC SAFETY CONTD.**

**NOTE**

Line Item 5119 · Dispatch Services is reduced - contract will be awarded to Hyattsville

Line Item 5324 · Police Explorer Program \$7,500 is a new line item

Line Item 5325 · Community Policing/Outreach \$2,500 is a new line item

# CITY OF MOUNT RAINIER

## Parking Enforcement

### Expenditures by Object and Program Classification

#### Narrative Description of Program Accounts

##### Wages and Leave Pay

**3010 Regular Pay:** Designated pay for employees

**3020 Overtime Pay:** Funds available for work performed beyond regular work hours

##### Employee Benefits and Services

**3030 FICA Expenses:** Federal Insurance Contributions Act, employer's portion of social security

**3040 Life Insurance Expenses:** Employee monthly life insurance premium paid by the City

**3043 Dental Insurance Expenses:** Employee monthly dental insurance premium paid by the City

**3052 Medical Insurance Expenses:** Employee monthly medical insurance premium paid by the City

**3070 Workers Comp Insurance:** Funds to cover the cost of workers compensation insurance, provides care for employees injured on the job

**3080 Unemployment Insurance:** Funds to cover the cost of unemployment insurance

**3090 Retirement Contribution:** Employer's contribution to the State retirement and pension system

##### Materials and Supplies

**4234 Supplies and Equipment:** Funds for needed supplies and equipment

**4235 Uniforms:** Funds designated for the purchase and maintenance of the departments uniforms

**4330 Vehicle Fuel and Oil:** Funds designated for the purchase vehicle fuel for department cars

Professional Services

- 4315 Parking Meter Maintenance:** Funds for the maintenance and repair of parking meters
- 4323 Vehicle Tracking – GPS:** Departments costs for GPS tracking on department vehicles
- 5130 Employee Training:** Funds designated for employee training courses and programs
- 5161 Printing and Copying:** Funds designated for printing and copying costs
- 5411 Parking Meter Administration:** Funds for the administering of parking meters
- 5412 Parking Citation Contract:** Funds for the administering and upkeep of parking citation recovery

**CITY OF MOUNT RAINIER**

**PARKING ENFORCEMENT**

EXPENDITURES	FY 2016	FY 2017	FY 2018	FY17-FY18
	Unaudited	Adopted	Proposed	%
	Actual	Budget	Budget	Change
<b>Wages &amp; Leave Pay</b>				
3010 · Regular Pay	39,333	40,250	41,500	3.11%
3020 · Overtime Pay	980	750	1,000	33.33%
<b>Total Wages &amp; Leave Pay</b>	<b>40,314</b>	<b>41,000</b>	<b>42,500</b>	<b>3.66%</b>
<b>Employee Benefits &amp; Services</b>				
3030 · FICA Expenses	3,084	3,000	3,250	8.33%
3040 · Life Insurance Expenses	35	50	50	0.00%
3043 · Dental Medical Insurance	368	450	450	0.00%
3052 · Medical Insurance Expenses	9,734	10,750	10,750	0.00%
3070 · Worker's Comp. Insurance	3,741	4,000	2,250	-43.75%
3080 · Unemployment Insurance	132	750	250	-66.67%
3090 · Retirement Contributions	3,235	3,750	3,750	0.00%
<b>Total Employee Benefits &amp; Services</b>	<b>20,328</b>	<b>22,750</b>	<b>20,750</b>	<b>-8.79%</b>
<b>Materials &amp; Supplies</b>				
4234 · Supplies & Equipment	0	250	250	0.00%
4235 · Uniforms	100	250	250	0.00%
4330 · Vehicle Fuel & Oil	1,491	2,500	2,000	-20.00%
<b>Total Materials &amp; Supplies</b>	<b>1,591</b>	<b>3,000</b>	<b>2,500</b>	<b>-16.67%</b>
<b>Professional Services</b>				
4315 · Parking Meter Maintenance	0	500	500	0.00%
4323 · Vehicle Tracking - GPS	95	0	250	#DIV/0!
5130 · Employee Training	0	250	250	0.00%
5161 · Printing & Copying	424	1,000	1,000	0.00%
5411 · Parking Meter Admin.	388	750	2,500	233.33%
5412 · Parking Citation Contract	24,628	25,000	30,000	20.00%
<b>Total Professional Services</b>	<b>25,535</b>	<b>27,500</b>	<b>34,500</b>	<b>25.45%</b>
<b>TOTAL EXPENDITURES</b>	<b>87,768</b>	<b>94,250</b>	<b>100,250</b>	<b>6.37%</b>

# CITY OF MOUNT RAINIER

## Department of Public Works

### Expenditures by Object and Program Classification

#### Narrative Description of Program Accounts

##### Wages and Leave Pay

- 3010 Regular Pay:** Designated pay for employees
- 3020 Overtime Pay:** Funds available for work performed beyond regular work hours, increased by \$15,000 for janitorial services

##### Employee Benefits and Services

- 3030 FICA Expenses:** Federal Insurance Contributions Act, employer's portion of social security
- 3040 Life Insurance Expenses:** Employee monthly life insurance premium paid by the City
- 3043 Dental Insurance Expenses:** Employee monthly dental insurance premium paid by the City
- 3052 Medical Insurance Expenses:** Employee monthly medical insurance premium paid by the City
- 3070 Workers Comp Insurance:** Funds to cover the cost of workers compensation insurance, provides care for employees injured on the job
- 3080 Unemployment Insurance:** Funds to cover the cost of unemployment insurance
- 3090 Retirement Contribution:** Employer's contribution to the State retirement and pension system

##### Materials and Supplies

- 4233 Materials and Supplies:** Funds for the purchase of materials and supplies needed for the everyday upkeep of the City such as small tools, wood, plastic fencing, purchases from Home Depot, etc..
- 4235 Uniforms:** Funds designated for the purchase and maintenance of the departments uniforms

**4237 Uniform Cleaning Expenses:** Funds for the cleaning of the departments uniforms

**4330 Vehicle Fuel and Oil:** Funds designated for the purchase vehicle fuel for department cars

Repairs and Maintenance

**4317 Vehicle Repair and Maintenance:** Funds designated for the repair and maintenance of vehicles

Professional Services

**4323 Vehicle Tracking – GPS:** Departments costs for GPS tracking on department vehicles

**5112 Computer Services:** Departments shared cost of the IT support fees

**5113 Engineering Services:** Funds for project engineering costs

**5121 Office Equipment Maintenance Contracts:** Costs incurred for office equipment maintenance repair

**5130 Employee Training:** Funds designated for employee training courses and programs

**5139 Temporary Labor:** Funds designated for the cost of temporary labor

**5160 Classified Advertising:** Funds designated for advertising in newspapers of record things such as legal notices, RFQ, etc..

Other Services and Charges

**5250 CDL Testing:** Funds for the testing and upkeep of CDL licensed drivers

**5323 Cable Charges:** Funds designated for the cost of cable TV

**5340 Conference and Convention Expenses:** Funds designated for attendance at conferences and conventions

**5350 Association Dues:** Funds for dues payments to associations

**5400 Miscellaneous Expenses:** Funds designated for miscellaneous expenses as needed

**6482 Equipment Purchase:** Funds designated for the purchase of equipment and supplies

Infrastructure and Facility Maintenance

**5140 Telephone:** Funds designated for the expense of telephones

**5200 Electricity:** Funds designated for maintaining electricity in the public building

**5220 Heat:** Funds designated for maintaining Heat in the public building

**5240 Building Repairs and Maintenance (Public Works Building):** Funds designated for the repairs and maintenance of public buildings

**5241 Pest Control:** Funds for the spraying of the buildings to prevent bugs and pests

**CITY OF MOUNT RAINIER**

**DEPT. OF PUBLIC WORKS**

EXPENDITURES	FY 2016	FY 2017	FY 2018	FY17-FY18
	Unaudited	Adopted	Proposed	%
	Actual	Budget	Budget	Change
<b><u>Wages &amp; Leave Pay</u></b>				
3010 · Regular Pay	326,825	390,500	392,350	0.47%
3020 · Overtime Pay	28,921	17,500	35,000	100.00%
<b>Total Wages &amp; Leave Pay</b>	<b>355,746</b>	<b>408,000</b>	<b>427,350</b>	<b>4.74%</b>
<b><u>Employee Benefits &amp; Services</u></b>				
3030 · FICA Expenses	28,412	31,000	33,350	7.58%
3040 · Life Insurance Expenses	225	500	500	0.00%
3043 · Dental Medical Insurance	3,161	4,000	4,250	6.25%
3052 · Medical Insurance Expenses	53,116	85,000	71,000	-16.47%
3070 · Workers' Comp. Insurance	30,676	30,000	21,000	-30.00%
3080 · Unemployment Insurance	1,365	2,000	2,250	12.50%
3090 · Retirement Contribution	21,674	35,000	35,300	0.86%
<b>Total Employee Benefits &amp; Services</b>	<b>138,629</b>	<b>187,500</b>	<b>167,650</b>	<b>-10.59%</b>
<b><u>Materials &amp; Supplies</u></b>				
4233 · Materials & Supplies	31,026	16,000	33,000	106.25%
4235 · Uniforms	811	1,500	750	-50.00%
4237 · Uniform Cleaning Expenses	7,327	6,500	9,000	38.46%
4330 · Vehicle Fuel & Oil	11,109	25,000	17,250	-31.00%
<b>Total Materials &amp; Supplies</b>	<b>50,272</b>	<b>49,000</b>	<b>60,000</b>	<b>22.45%</b>
<b><u>Repairs &amp; Maintenance</u></b>				
4317 · Vehicle Repairs & Maint.	31,840	36,000	33,000	-8.33%
<b>Total Repairs &amp; Maintenance</b>	<b>31,840</b>	<b>36,000</b>	<b>33,000</b>	<b>-8.33%</b>
<b><u>Professional Services</u></b>				
4323 · Vehicle Tracking System-GPS	569	0	2,000	2000.00%
5112 · Computer Services	1,621	2,250	2,250	0.00%
5113 · Engineering Services	0	2,000	0	-100.00%
5121 · Office Equip. Maint. Contract	1,888	1,750	2,000	14.29%
5125 · Janitorial Maint. Services	15,650	15,500	0	-100.00%
5130 · Employee Training	0	1,000	3,000	200.00%
5139 · Temporary Labor	29,924	17,500	30,000	71.43%

**CITY OF MOUNT RAINIER**

**DEPT. OF PUBLIC WORKS CONTD.**

EXPENDITURES	FY 2016	FY 2017	FY 2018	FY17-FY18
	Unaudited	Adopted	Proposed	%
	Actual	Budget	Budget	Change
<b>Professional Services Contd.</b>				
5126 · Professional Services/educatio	0	0	2,000	0.00%
<b>Total Professional Services</b>	<b>49,652</b>	<b>40,000</b>	<b>41,250</b>	<b>3.13%</b>
<b>Other Services &amp; Charges</b>				
5250 · CDL Testing	0	250	250	0.00%
5323 · Cable Charges	1,906	1,500	2,000	33.33%
5340 · Conference/Convention Exp.	0	1,750	3,000	71.43%
5350 · Association Dues	0	250	250	0.00%
5400 · Miscellaneous Expenses	909	500	500	0.00%
6482 · Equipment Purchases	180	750	1,500	100.00%
<b>Total Other Services &amp; Charges</b>	<b>2,996</b>	<b>5,000</b>	<b>7,500</b>	<b>50.00%</b>
<b>Infrastructure &amp; Facility Maint.</b>				
5140 · Telephone	3,669	3,500	3,500	0.00%
5200 · Electricity	5,966	8,000	7,500	-6.25%
5220 · Heat	3,083	4,500	4,500	0.00%
5240 · Building Repairs & Maint.	3,727	5,000	5,000	0.00%
5241 · Pest Control	2,520	3,000	3,000	0.00%
<b>Total Infrastructure &amp; Facil Maint</b>	<b>18,964</b>	<b>24,000</b>	<b>23,500</b>	<b>-2.08%</b>
<b>TOTAL EXPENDITURES</b>	<b>648,099</b>	<b>749,500</b>	<b>760,250</b>	<b>1.43%</b>

**NOTE**

Line Item 3010 · Regular Pay \$392,500 includes pay for nine positions

(i) Asst. Director of PW position is eliminated

(ii) Maintenance Supervisor position (new) is created

(iii) Administrative Asst. position is changed to Programs Coordinator-3 steps pay increase

Line Item 3020 · Overtime Pay \$35,000 includes \$15,000 for Janitorial Services

Line Item 5125 · Janitorial Maint. Service is transferred to Line Item 3020 · Overtime Pay

**CITY OF MOUNT RAINIER**

**CALL - A - BUS**

EXPENDITURES	FY 2016	FY 2017	FY 2018	FY17-FY18
	Unaudited	Adopted	Proposed	%
	Actual	Budget	Budget	Change
<b>Wages &amp; Leave Pay</b>				
3010 · Regular Pay	30,250	20,000	25,000	25.00%
<b>Total Wages &amp; Leave Pay</b>	<b>30,250</b>	<b>20,000</b>	<b>25,000</b>	25.00%
<b>Employee Benefits &amp; Services</b>				
3030 · FICA Expenses	2,314	1,750	2,000	14.29%
3070 · Workers' Comp. Insurance	2,031	1,500	1,250	-16.67%
3080 · Unemployment Insurance	284	500	250	-50.00%
3090 · Retirement Contribution	0	0	2,000	2000.00%
<b>Total Employee Benefits &amp; Svcs.</b>	<b>4,629</b>	<b>3,750</b>	<b>5,500</b>	46.67%
<b>Materials &amp; Supplies</b>				
4330 · Vehicle Fuel & Oil	2,155	3,750	3,000	-20.00%
<b>Total Materials &amp; Supplies</b>	<b>2,155</b>	<b>3,750</b>	<b>3,000</b>	-20.00%
<b>Repairs &amp; Maintenance</b>				
4317 · Vehicle Repairs & Maint.	10,739	7,500	10,000	33.33%
<b>Total Repairs &amp; Maintenance</b>	<b>10,739</b>	<b>7,500</b>	<b>10,000</b>	33.33%
<b>Professional Services</b>				
4323 · Vehicle Tracking - GPS	0	0	250	250.00%
<b>Total Other Services &amp; Charges</b>	<b>0</b>	<b>0</b>	<b>250</b>	250.00%
<b>Other Services &amp; Charges</b>				
5400 · Miscellaneous Expenses	60	250	250	0.00%
<b>Total Other Services &amp; Charges</b>	<b>60</b>	<b>250</b>	<b>250</b>	0.00%
<b>Infrastructure &amp; Facil Maint</b>				
5140 · Telephone	962	1,000	1,000	0.00%
<b>Total Infrastructure &amp; Facil Maint</b>	<b>962</b>	<b>1,000</b>	<b>1,000</b>	0.00%
<b>TOTAL EXPENDITURES</b>	<b>48,796</b>	<b>36,250</b>	<b>44,750</b>	23.45%

**Upkeep and Use of Highways and Streets**

The Fiscal Year 2018 Budget allocates funding for several new initiatives, the first being a street sweeper. The street sweeper will clean the City streets sweeping up trash and debris on a regular basis.

Additional funding is concentrated on the effort of park landscaping and maintenance to ensure a clean and well maintained look of all public areas.

The City's commitment to trees and tree upkeep and maintenance is strengthened in FY 18 Funding.

**CITY OF MOUNT RAINIER**

**HIGHWAYS & STREETS**

EXPENDITURES	FY 2016	FY 2017	FY 2018	FY17-FY18
	Unaudited	Adopted	Proposed	%
	Actual	Budget	Budget	Change
<b>Materials &amp; Supplies</b>				
4233 · Materials & Supplies	24,225	20,000	17,500	-12.50%
4325 · Street Signs	2,492	4,000	2,000	-50.00%
4326 · Traffic Control Devices	499	1,500	1,500	0.00%
<b>Total Materials &amp; Supplies</b>	<b>27,216</b>	<b>25,500</b>	<b>21,000</b>	<b>-17.65%</b>
<b>Repairs &amp; Maintenance</b>				
4318 · Equipment Repairs & Maint.	8,401	9,000	5,000	-44.44%
<b>Total Repairs &amp; Maintenance</b>	<b>8,401</b>	<b>9,000</b>	<b>5,000</b>	<b>-44.44%</b>
<b>Professional Services</b>				
5126 · Professional/Contract Svc.	2,252	0	17,500	17500.00%
<b>Total Professional Services</b>	<b>2,252</b>	<b>0</b>	<b>17,500</b>	<b>17500.00%</b>
<b>Infrastructure &amp; Facil Maint</b>				
5230 · Sidewalk & Street Maint.	44,300	30,000	16,000	-46.67%
5420 · Tree Maintenance	23,945	20,000	25,000	25.00%
5421 · Grounds Maintenance	9,712	15,000	35,000	133.33%
5426 · Equipment Rental	0	3,000	3,000	0.00%
5440 · Tree Purchases	3,135	5,000	2,500	-50.00%
<b>Total Infrastructure &amp; Facil Maint</b>	<b>81,092</b>	<b>73,000</b>	<b>81,500</b>	<b>11.64%</b>
<b>TOTAL EXPENDITURES</b>	<b>118,961</b>	<b>107,500</b>	<b>125,000</b>	<b>16.28%</b>

**NOTE**

Line Item 5126 · Professional Services is for a third party Street Sweeping Contract

Line Item 5230 · Sidewalk & Street Maint. \$16,000 includes:

- (i) Snow related expenses \$10,000
- (ii) Buchanan Green Street Bioretention Maintenance \$6,000

Line Item 5421 · Grounds Maintenance \$35,000 includes:

- (i) Rhode Island Avenue Landscape Maintenance \$15,000
- (ii) Park Landscaping and Maintenance \$20,000

WASTE DISPOSAL

EXPENDITURES	FY 2016	FY 2017	FY 2018	FY17-FY18
	Unaudited	Adopted	Proposed	%
	Actual	Budget	Budget	Change
<b>Other Services &amp; Charges</b>				
5310 · Tipping & Recycling Fees	76,955	85,000	85,000	0.00%
<b>Total Other Services &amp; Charges</b>	<b>76,955</b>	<b>85,000</b>	<b>85,000</b>	0.00%
<b>TOTAL EXPENDITURES</b>	<b>76,955</b>	<b>85,000</b>	<b>85,000</b>	0.00%

**STREET LIGHTS**

EXPENDITURES	FY 2016	FY 2017	FY 2018	FY17-FY18
	Unaudited	Adopted	Proposed	%
	Actual	Budget	Budget	Change
<b>Infrastructure &amp; Facil Maint</b>				
5210 · Street Lights Electricity Exp.	92,469	100,000	95,000	-5.00%
5211 · Street Lights & Signal Repair	8,262	12,500	10,000	-20.00%
<b>Total Infrastructure &amp; Facil Maint</b>	<b>100,731</b>	<b>112,500</b>	<b>105,000</b>	<b>-6.67%</b>
<b>TOTAL EXPENDITURES</b>	<b>100,731</b>	<b>112,500</b>	<b>105,000</b>	<b>-6.67%</b>

**GENERAL INSURANCE**

EXPENDITURES	FY 2016	FY 2017	FY 2018	FY17-FY18
	Unaudited	Adopted	Proposed	%
	Actual	Budget	Budget	Change
<b>Professional Services</b>				
5180 · Police Liability Insurance	25,974	27,000	27,000	0.00%
5181 · Public Official Liability Ins.	9,949	9,500	9,500	0.00%
5182 · General Liability Insurance	12,563	12,000	12,000	0.00%
5184 · Vehicle Insurance	36,478	40,000	41,000	2.50%
5187 · Other General Insurance	0	2,250	1,250	-44.44%
<b>Total Professional Services</b>	<b>84,964</b>	<b>90,750</b>	<b>90,750</b>	<b>0.00%</b>
<b>TOTAL EXPENDITURES</b>	<b>84,964</b>	<b>90,750</b>	<b>90,750</b>	<b>0.00%</b>

**Debt Services**

“Debt Services” is the term used to describe the funds paid on behalf of the City debts. The City finances items such as police cars, properties, and large trucks. This means each fiscal year we must pay a portion of our loan financing. The next page details the debt payments the City is making on all equipment and properties.

**CITY OF MOUNT RAINIER**

**DEBT SERVICES**

EXPENDITURES	FY 2016	FY 2017	FY 2018	FY17-FY18
	Unaudited	Adopted	Proposed	%
	Actual	Budget	Budget	Change
<b>Other Services &amp; Charges</b>				
<b>Capital Leases - Public Safety</b>				
5458 · Interest - Police Cars	2,105	3,500	3,500	0.00%
5459 · Principal - Police Cars	36,763	38,500	82,750	114.94%
<b>Capital Leases - Public Works</b>				
5449 · Interest - PW Trucks	2,860	2,250	3,000	33.33%
5460 · Principal - PW Truck	48,650	57,500	81,500	41.74%
<b>Debt \$1.5 Million</b>				
5456 · Interest - 1996 Series Bond	7,086	6,750	6,000	-11.11%
5457 · Interest - 1997 Series Bond	16,851	15,750	14,250	-9.52%
5556 · Principal -1996 Series Bond	15,250	15,750	16,500	4.76%
5557 · Principal -1997 Series Bond	36,265	37,500	39,000	4.00%
6040 · Interest - Funeral Home	19,440	18,250	16,250	-10.96%
6080 · Principal - Funeral Home	41,836	43,250	45,000	4.05%
<b>Debt \$1.25 Million</b>				
6030 · Interest - Bass Property	29,189	34,250	30,250	-11.68%
6070 · Principal - Bass Property	88,589	83,500	87,750	5.09%
<b>Total Other Services &amp; Charges</b>	<b>344,884</b>	<b>356,750</b>	<b>425,750</b>	19.34%
<b>TOTAL EXPENDITURES</b>	<b>344,884</b>	<b>356,750</b>	<b>425,750</b>	19.34%

**CITY OF MOUNT RAINIER**

**COMMUNITY PROGRAMS**

EXPENDITURES	FY 2016	FY 2017	FY 2018	FY17-FY18
	Unaudited	Adopted	Proposed	%
	Actual	Budget	Budget	Change
<b>Wages &amp; Leave Pay</b>				
3020 · Overtime Pay	2,643	3,000	3,000	0.00%
<b>Total Wages &amp; Leave Pay</b>	<b>2,643</b>	<b>3,000</b>	<b>3,000</b>	0.00%
<b>Employee Benefits &amp; Services</b>				
3030 · FICA Expenses	229	250	250	0.00%
<b>Total Employee Benefits &amp; Services</b>	<b>229</b>	<b>250</b>	<b>250</b>	0.00%
<b>Professional Services</b>				
5620 · Recreational Program	5,500	10,000	15,000	50.00%
<b>Total Other Services &amp; Charges</b>	<b>5,500</b>	<b>10,000</b>	<b>15,000</b>	50.00%
<b>Other Services &amp; Charges</b>				
5633 · 5K Gateway Expenses	1,495	0	0	0.00%
5634 · Compost Bin Expense	1,040	1,500	1,500	0.00%
5635 · Community Garden Exp.	0	1,250	1,250	0.00%
5636 · Green Team Expense	851	1,250	1,250	0.00%
5637 · Veterans Celebration Exp.	400	0	0	0.00%
5638 · Other Community Events	5,000	7,500	7,500	0.00%
5639 · Immigration Outreach Prgm	0	0	1,500	1500.00%
5640 · Community Engagement Prgm	0	0	5,000	5000.00%
<b>Total Other Services &amp; Charges</b>	<b>8,787</b>	<b>11,500</b>	<b>18,000</b>	56.52%
<b>TOTAL EXPENDITURES</b>	<b>17,159</b>	<b>24,750</b>	<b>36,250</b>	46.46%

**CITY OF MOUNT RAINIER**

**MOUNT RAINIER DAY**

EXPENDITURES	FY 2016	FY 2017	FY 2018	FY17-FY18
	Unaudited	Adopted	Proposed	%
	Actual	Budget	Budget	Change
<b>Wages &amp; Leave Pay</b>				
3020 · Overtime Pay	6,959	15,000	7,500	-50.00%
<b>Total Wages &amp; Leave Pay</b>	<b>6,959</b>	<b>15,000</b>	<b>7,500</b>	<b>-50.00%</b>
<b>Employee Benefits &amp; Services</b>				
3030 · FICA Expenses	532	1,000	650	-35.00%
<b>Total Employee Benefits &amp; Services</b>	<b>532</b>	<b>1,000</b>	<b>650</b>	<b>-35.00%</b>
<b>Professional Services</b>				
5139 · Temporary Labor	2,466	8,500	4,250	-50.00%
<b>Total Professional Services</b>	<b>2,466</b>	<b>8,500</b>	<b>4,250</b>	<b>-50.00%</b>
<b>Other Services &amp; Charges</b>				
5600 · Mount Rainier Day Expenses	16,613	20,000	15,000	-25.00%
<b>Total Other Services &amp; Charges</b>	<b>16,613</b>	<b>20,000</b>	<b>15,000</b>	<b>-25.00%</b>
<b>TOTAL EXPENDITURES</b>	<b>26,569</b>	<b>44,500</b>	<b>27,400</b>	<b>-38.43%</b>

**NATIONAL NIGHT OUT**

<b>EXPENDITURES</b>	<b>FY 2016</b>	<b>FY 2017</b>	<b>FY 2018</b>	<b>FY17-FY18</b>
	<b>Unaudited</b>	<b>Adopted</b>	<b>Proposed</b>	<b>%</b>
	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>	<b>Change</b>
<b>Wages &amp; Leave Pay</b>				
3020 · Overtime Pay	0	5,000	2,500	-50.00%
<b>Total Wages &amp; Leave Pay</b>	<b>0</b>	<b>5,000</b>	<b>2,500</b>	<b>-50.00%</b>
<b>Employee Benefits &amp; Services</b>				
3030 · FICA Expenses	0	400	200	-50.00%
<b>Total Employee Benefits &amp; Services</b>	<b>0</b>	<b>400</b>	<b>200</b>	<b>-50.00%</b>
<b>Other Services &amp; Charges</b>				
5401 · National Night Out Expenses	930	5,000	2,500	-50.00%
<b>Total Other Services &amp; Charges</b>	<b>930</b>	<b>5,000</b>	<b>2,500</b>	<b>-50.00%</b>
<b>TOTAL EXPENDITURES</b>	<b>930</b>	<b>10,400</b>	<b>5,200</b>	<b>-50.00%</b>

**CITY OF MOUNT RAINIER**

**BIKE CO-OP**

EXPENDITURES	FY 2016	FY 2017	FY 2018	FY17-FY18
	Unaudited	Adopted	Proposed	%
	Actual	Budget	Budget	Change
<b><u>Other Services &amp; Charges</u></b>				
5323 · Cable Charges	1,194	0	0	0.00%
5604 · Bike Co-op Expenses	4,993	1,250	1,250	0.00%
<b><i>Total Other Services &amp; Charges</i></b>	<b>6,187</b>	<b>1,250</b>	<b>1,250</b>	0.00%
<b>TOTAL EXPENDITURES</b>	<b>6,187</b>	<b>1,250</b>	<b>1,250</b>	0.00%

**CITY OF MOUNT RAINIER**

**TOOL SHED**

EXPENDITURES	FY 2016	FY 2017	FY 2018	FY17-FY18
	Unaudited	Adopted	Proposed	%
	Actual	Budget	Budget	Change
<b>Other Services &amp; Charges</b>				
5603 · Tool Shed Expenses	603	1,500	1,250	-16.67%
<b>Total Other Services &amp; Charges</b>	<b>603</b>	<b>1,500</b>	<b>1,250</b>	<b>-16.67%</b>
<b>TOTAL EXPENDITURES</b>	<b>603</b>	<b>1,500</b>	<b>1,250</b>	<b>-16.67%</b>

**CITY OF MOUNT RAINIER**

**CITY TAX CREDIT**

EXPENDITURES	FY 2016	FY 2017	FY 2018	FY17-FY18
	Unaudited	Adopted	Proposed	%
	Actual	Budget	Budget	Change
<b>Other Services &amp; Charges</b>				
4204 · Historic Preservation Tax Cr.	3,682	5,000	5,000	0.00%
4205 · City Homeowner's Tax Credit	20,395	23,500	27,500	17.02%
5403 · Veterans/LTR Tax Credit	0	0	19,500	19500.00%
<b>Total Other Services &amp; Charges</b>	<b>24,077</b>	<b>28,500</b>	<b>52,000</b>	<b>82.46%</b>
<b>TOTAL EXPENDITURES</b>	<b>24,077</b>	<b>28,500</b>	<b>52,000</b>	<b>82.46%</b>

**NOTE**

Line Item 5403 · Veterans/Long Term Resident Tax Credit \$19,500 is a new line item

**CITY OF MOUNT RAINIER**

**FIRE DEPARTMENT**

EXPENDITURES	FY 2016	FY 2017	FY 2018	FY17-FY18
	Unaudited	Adopted	Proposed	%
	Actual	Budget	Budget	Change
<b>Other Services &amp; Charges</b>				
4900 - Fire Department Exp. . . . .	0	1,500	5,000	0.00%
<b>Total Other Services &amp; Charges</b>	<b>0</b>	<b>1,500</b>	<b>5,000</b>	<b>233.33%</b>
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>1,500</b>	<b>5,000</b>	<b>233.33%</b>

### Contingency and Reserve

In local government budgeting it is important to incorporate into your yearly plan several “safety nets” in case unforeseen emergencies or circumstances arise. On the next two pages you see a “contingency” and a “transfer to reserves”.

A contingency fund is an amount of money the City sets aside each year in case of emergency. An example would be a flood or an unexpected major repair. Contingency funds can be used to cover the unexpected that may arise throughout the year.

A “transfer to reserves” is revenue that the City has generated that it does not plan to spend in the current fiscal year which is transferred into the City’s reserve (savings).

**CITY OF MOUNT RAINIER**

**CONTINGENCY**

EXPENDITURES	FY 2016	FY 2017	FY 2018	FY17-FY18
	Unaudited	Adopted	Proposed	%
	Actual	Budget	Budget	Change
<b>Other Services &amp; Charges</b>				
4500 - Contingency	0	25,000	25,000	0.00%
<b>Total Other Services &amp; Charges</b>	<b>0</b>	<b>25,000</b>	<b>25,000</b>	<b>0.00%</b>
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>25,000</b>	<b>25,000</b>	<b>0.00%</b>

**CITY OF MOUNT RAINIER**

**RESERVE**

<b>EXPENDITURES</b>	<b>FY 2016</b>	<b>FY 2017</b>	<b>FY 2018</b>	<b>FY17-FY18</b>
	<b>Unaudited</b>	<b>Adopted</b>	<b>Proposed</b>	<b>%</b>
	<b>Actual</b>	<b>Budget</b>	<b>Budget</b>	<b>Change</b>
<b><u>Other Services &amp; Charges</u></b>				
4700 · General Fund Reserve	0	0	0	0.00%
<b><i>Total Other Services &amp; Charges</i></b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>

**CITY OF MOUNT RAINIER**

**RESERVE**

EXPENDITURES	FY 2016	FY 2017	FY 2018	FY17-FY18
	Unaudited	Adopted	Proposed	%
	Actual	Budget	Budget	Change
<b><u>Other Services &amp; Charges</u></b>				
4700 - General Fund Reserve	0	0	0	0.00%
<b><i>Total Other Services &amp; Charges</i></b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>

# CITY OF MOUNT RAINIER

## Fiscal Year 2018 Capital Improvement Plan

And

## 5 Year Capital Outlay

The Fiscal Year 2018 Capital Improvement Plan is a plan for the purchase and financing of large equipment and large financial priorities. FY 18's Capital plan provides for the financing of the purchase of two police cars, money for the costs of engineering and legal services for annexation (expanding the City's boundaries), painting the floor of the public works garage, repairing the fence in the public works department, painting and fixing the lawn room in the public works garage, replacing rusted signs throughout the city, and painting curbs and fire hydrants throughout the city.

Specifically there is funding allocated to repair and replace approximately 5% of the City's sidewalks. The "special fund" page includes grant funding to cover the cost of repairing and replacing \$176,000 worth of City roads, it is important that funds are allocated to help the sidewalks too.

Also included in the Capital Improvement Plan in funding for Mayor and City Council priorities – capital projects, funds set aside for projects such as a proposed civic center or municipal economic development projects.

The 5 Year Capital Outlay shows what the City anticipates its future capital purchases and obligations to be over the next few years. This outlay helps build a clearer picture of larger purchases that may need to be anticipated and planned for.

**CITY OF MOUNT RAINIER**

**CAPITAL IMPROVEMENT PLAN (CIP)**

EXPENDITURES	FY 2016	FY 2017	FY 2018	FY17-FY18
	Unaudited	Adopted	Proposed	%
	Actual	Budget	Budget	Change
<b>City Hall</b>				
Digital Document Management	0	10,000	0	-100.00%
Website	0	10,000	30,000	200.00%
<b>Total City Hall</b>	<b>0</b>	<b>20,000</b>	<b>30,000</b>	50.00%
<b>Police Department</b>				
Police Vehicles	13,500	20,000	10,000	-50.00%
Vehicle Tracking System	16,500	0	0	0.00%
<b>Total Police Department</b>	<b>30,000</b>	<b>20,000</b>	<b>10,000</b>	-50.00%
<b>Economic Development Dept.</b>				
Annexation	0	6,000	15,000	150.00%
<b>Total Econ. Development Dept.</b>	<b>0</b>	<b>6,000</b>	<b>15,000</b>	150.00%
<b>Public Works Dept.</b>				
PW Vehicles	0	12,500	0	-100.00%
Trash Truck Body	0	60,000	0	-100.00%
PW Facility Plan	0	12,500	0	-100.00%
(i) Flooring	0	0	8,000	8000.00%
(ii) Yard Fence	0	0	6,000	6000.00%
(iii) Lawn Room Door	0	0	2,750	2750.00%
(iv) Paint Lawn Room	0	0	1,250	1250.00%
<b>Total Public Works Dept.</b>	<b>0</b>	<b>85,000</b>	<b>18,000</b>	-78.82%
<b>Highway &amp; Streets</b>				
Council Priorities - Street Project	65,000	265,000	284,125	7.22%
Painting Curbs	0	0	10,000	10000.00%
Replace Rusted Signs	0	0	7,000	7000.00%
<b>Total Highway &amp; Streets</b>	<b>65,000</b>	<b>265,000</b>	<b>301,125</b>	13.63%
<b>Mayor &amp; Council</b>				
Council Priorities - Capital Projects	0	0	0	0.00%
<b>Total Mayor &amp; Council</b>	<b>0</b>	<b>0</b>	<b>0</b>	0.00%
<b>TOTAL CIP EXPENDITURES</b>	<b>95,000</b>	<b>396,000</b>	<b>374,125</b>	-5.52%

**CAPITAL IMPROVEMENT PLAN (CIP) - FOUR YEAR PROJECTION**

EXPENDITURES	FY 2019	FY 2020	FY 2021	FY 2022
	<b>Police Department</b>			
Police Vehicles - Two each year	20,000	20,000	20,000	
Paint Interior Police Station	15,000			
New Carpet in Police Station		10,000		
Basement Renovation				75,000
<b>Total Police Department</b>	<b>35,000</b>	<b>30,000</b>	<b>20,000</b>	<b>75,000</b>
<b>Public Works Department</b>				
Salt Room Repairs	6,000			
PW Main Gate Replacement	23,000			
Storage Room Repairs		15,000		
Lot Paving			15,000	
<b>Total Public Works Dept.</b>	<b>29,000</b>	<b>15,000</b>	<b>15,000</b>	<b>0</b>
<b>TOTAL CIP EXPENDITURES</b>	<b>64,000</b>	<b>45,000</b>	<b>35,000</b>	<b>75,000</b>

# CITY OF MOUNT RAINIER

## EXECUTIVE AND AMINISTRATIVE POSITIONS POLICE DEPT. COMPENSATION SCHEDULE FY 2018

Grade Steps	PEO	PD - EA 1	PD - EA 2	PD - EA 3	PD - EA 4	PD - EA 5
Hourly	16,5906	18,6645	22,4388	27,3406	30,5950	36,8692
Bi-Weekly	1,327.25	1,493.16	1,795.10	2,187.25	2,447.60	2,949.53
Annually	34,508	38,822	46,673	56,869	63,638	76,688
Hourly	17,0883	19,2245	23,1119	28,1608	31,5129	37,9752
Bi-Weekly	1,367.07	1,537.96	1,848.95	2,252.87	2,521.03	3,038.02
Annually	35,544	39,987	48,073	58,575	65,547	78,988
Hourly	17,6010	19,8012	23,8053	29,0057	32,4583	39,1145
Bi-Weekly	1,408.08	1,584.10	1,904.42	2,320.45	2,596.66	3,129.16
Annually	36,610	41,186	49,515	60,332	67,513	81,358
Hourly	18,1290	20,3952	24,5194	29,8758	33,4320	40,2879
Bi-Weekly	1,450.32	1,631.62	1,961.55	2,390.07	2,674.56	3,223.03
Annually	37,708	42,422	51,000	62,142	69,539	83,799
Hourly	18,6729	21,0071	25,2550	30,7721	34,4350	41,4966
Bi-Weekly	1,493.83	1,680.57	2,020.40	2,461.77	2,754.80	3,319.73
Annually	38,840	43,695	52,530	64,006	71,625	86,313
Hourly	19,2331	21,6373	26,0127	31,6953	35,4680	42,7415
Bi-Weekly	1,538.65	1,730.98	2,081.01	2,535.62	2,837.44	3,419.32
Annually	40,005	45,006	54,106	65,926	73,773	88,902

Grade	Position
PEO	Parking Enforcement
PD - EA 1	Administrative Assistant
PD - EA 2	Records Manager
PD - EA 3	Police Officer, Sergeant
PD - EA 4	Assistant Chief Police
PD - EA 5	Chief of Police

# CITY OF MOUNT RAINIER

## EXECUTIVE AND AMINISTRATIVE POSITIONS POLICE DEPT. COMPENSATION SCHEDULE FY 2018

Grade Steps	PEO	PD - EA 1	PD - EA 2	PD - EA 3	PD - EA 4	PD - EA 5
7	19,8101 1,584.81 41,205	22,2864 1,782.91 46,356	26,7930 2,143.44 55,730	32,6461 2,611.69 67,904	36,5321 2,922.56 75,987	44,0237 3,521.90 91,569
8	20,4044 1,632.35 42,441	22,9550 1,836.40 47,746	27,5968 2,207.75 57,401	33,6255 2,690.04 69,941	37,6280 3,010.24 78,266	45,3444 3,627.55 94,316
9	21,0165 1,681.32 43,714	23,6437 1,891.49 49,179	28,4247 2,273.98 59,123	34,6343 2,770.74 72,039	38,7569 3,100.55 80,614	46,7047 3,736.38 97,146
10	21,6470 1,731.76 45,026	24,3530 1,948.24 50,654	29,2775 2,342.20 60,897	35,6733 2,853.87 74,201	39,9196 3,193.56 83,033	48,1059 3,848.47 100,060
11	22,2964 1,783.71 46,377	25,0836 2,006.69 52,174	30,1558 2,412.46 62,724	36,7435 2,939.48 76,427	41,1171 3,289.37 85,524	49,5491 3,963.93 103,062
12	22,9653 1,837.22 47,768	25,8361 2,066.89 53,739	31,0605 2,484.84 64,606	37,8458 3,027.67 78,719	42,3507 3,388.05 88,089	51,0355 4,082.84 106,154

Grade	Position
PEO	Parking Enforcement
PD - EA 1	Administrative Assistant
PD - EA 2	Records Manager
PD - EA 3	Police Officer, Sergeant
PD - EA 4	Assistant Chief Police
PD - EA 5	Chief of Police

# CITY OF MOUNT RAINIER

## EXECUTIVE AND AMINISTRATIVE POSITIONS POLICE DEPT. COMPENSATION SCHEDULE FY 2018

Grade Steps	PEO	PD - EA 1	PD - EA 2	PD - EA 3	PD - EA 4	PD - EA 5
Hourly	23.6543	26.6112	31.9923	38.9812	43.6212	52.5666
Bi-Weekly	1,892.34	2,128.89	2,559.38	3,118.50	3,489.69	4,205.33
Annually	49,201	55,351	66,544	81,081	90,732	109,339
Hourly	24.3639	27.4095	32.9521	40.1506	44.9298	54.1436
Bi-Weekly	1,949.11	2,192.76	2,636.17	3,212.05	3,594.39	4,331.49
Annually	50,677	57,012	68,540	83,513	93,454	112,619
Hourly	25.0948	28.2318	33.9406	41.3552	46.2777	55.7679
Bi-Weekly	2,007.58	2,258.54	2,715.25	3,308.41	3,702.22	4,461.43
Annually	52,197	58,722	70,597	86,019	96,258	115,997

Grade	Position
PEO	Parking Enforcement
PD - EA 1	Administrative Assistant
PD - EA 2	Records Manager
PD - EA 3	Police Officer, Sergeant
PD - EA 4	Assistant Chief Police
PD - EA 5	Chief of Police

For employees with contracts of employment, the terms of the contract (merits increases, etc.) supersede the compensation schedule.

No employees salary shall exceed the maximum step amount of their pay grade.

All step increases are contingent upon appropriation of funds by the Mayor and Council and a performance rating of satisfactory or greater on the employee's annual performance evaluation.

No pay increases after Step 15 - Maximum Payment Level. Longevity bonus (lump sum payment of \$1,500) on the 16th year of continuous service and a satisfactory performance for 15th and 16th year.

# CITY OF MOUNT RAINIER

## COLLECTIVE BARGAINING UNIT EMPLOYEES POLICE DEPT. COMPENSATION SCHEDULE FY 2018

Grade Steps	PD - POC	PD - 1	PD - 2	PD - 3
Hourly	21,7638	22,9093	24,2838	25,9838
Bi-Weekly	1,741.10	1,892.74	1,942.70	2,078.70
Annually	45,269	47,651	50,510	54,046
Hourly		23,5965	25,0123	26,7633
Bi-Weekly		1,887.72	2,000.98	2,141.07
Annually		49,081	52,026	55,668
Hourly		24,3044	25,7627	27,5662
Bi-Weekly		1,944.35	2,061.01	2,205.30
Annually		50,553	53,586	57,338
Hourly		25,0336	26,5356	28,3932
Bi-Weekly		2,002.69	2,122.84	2,271.46
Annually		52,070	55,194	59,058
Hourly		25,7846	27,3316	29,2450
Bi-Weekly		2,062.77	2,186.53	2,339.60
Annually		53,632	56,850	60,830
Hourly			28,1516	30,1224
Bi-Weekly			2,252.13	2,409.79
Annually			58,555	62,655

Grade	Position
PD-POC	Police Officer, Candidate
PD - 1	Police Officer, Private
PD - 2	Police Officer, Private First Class
PD - 3	Police Officer, Corporal

# CITY OF MOUNT RAINIER

## COLLECTIVE BARGAINING UNIT EMPLOYEES POLICE DEPT. COMPENSATION SCHEDULE FY 2018

Grade Steps	PD - POC	PD - 1	PD - 2	PD - 3
7				
Hourly			28,996.1	31,026.0
Bi-Weekly			2,319.69	2,482.08
Annually			60,312	64,534
8				
Hourly			29,866.0	31,956.8
Bi-Weekly			2,389.28	2,556.54
Annually			62,121	66,470
9				
Hourly			30,762.0	32,915.5
Bi-Weekly			2,460.96	2,633.24
Annually			63,985	68,464
10				
Hourly			31,684.8	33,903.0
Bi-Weekly			2,534.79	2,712.24
Annually			65,904	70,518
11				
Hourly			32,635.4	34,920.1
Bi-Weekly			2,610.83	2,793.61
Annual			67,882	72,634
12				
Hourly			33,614.5	35,967.7
Bi-Weekly			2,689.16	2,877.41
Annually			69,918	74,813

Grade	Position
PD-POC	Police Officer, Candidate
PD - 1	Police Officer, Private
PD - 2	Police Officer, Private First Class
PD - 3	Police Officer, Corporal

**CITY OF MOUNT RAINIER**

**COLLECTIVE BARGAINING UNIT EMPLOYEES POLICE DEPT.  
COMPENSATION SCHEDULE FY 2018**

Grade Steps	PD - POC	PD - 1	PD - 2	PD - 3
13 Hourly Bi-Weekly Annually			34,622.9 2,769.83 72,016	37,046.7 2,963.74 77,057
			35,661.6 2,852.93 74,176	38,158.1 3,052.65 79,369
14 Hourly Bi-Weekly Annually			36,731.4 2,938.51 76,401	39,302.8 3,144.23 81,750

Grade	Position
PD-POC	Police Officer, Candidate
PD - 1	Police Officer, Private
PD - 2	Police Officer, Private First Class
PD - 3	Police Officer, Corporal

For employees with contracts of employment, the terms of the contract (merits increases, etc.) supersede the compensation schedule.

No employees salary shall exceed the maximum step amount of their pay grade.

All step increases are contingent upon appropriation of funds by the Mayor and Council and a performance rating of satisfactory or greater on the employee's annual performance evaluation.

No pay increases after Step 15 - Maximum Payment Level. Longevity bonus (lump sum payment of \$1,500) on the 16th year of continuous service and a satisfactory performance for 15th and 16th year.

# CITY OF MOUNT RAINIER

## PUBLIC WORKS DEPARTMENT (PW) COMPENSATION SCHEDULE FY 2018

Grade Steps	PW - 1	PW - 2	PW - 3	PW - 4	PW - 5	PW - 6	PW - 7
Hourly	15,5537	16,5906	17,2820	18,6645	20,5310	26,0135	31,9281
Bi-Weekly	1,244.30	1,327.25	1,382.56	1,493.16	1,642.48	2,081.08	2,554.25
Annually	32,352	34,508	35,946	38,822	42,704	54,108	66,411
Hourly	16,0203	17,0883	17,8004	19,2245	21,1469	26,7939	32,8860
Bi-Weekly	1,281.63	1,367.07	1,424.03	1,537.96	1,691.75	2,143.51	2,630.88
Annually	33,322	35,544	37,025	39,987	43,986	55,731	68,403
Hourly	16,5009	17,6010	18,3344	19,8012	21,7813	27,5977	33,8726
Bi-Weekly	1,320.08	1,408.08	1,466.75	1,584.10	1,742.51	2,207.82	2,709.81
Annually	34,322	36,610	38,136	41,186	45,305	57,403	70,455
Hourly	16,9960	18,1290	18,8845	20,3952	22,4348	28,4256	34,8887
Bi-Weekly	1,359.68	1,450.32	1,510.76	1,631.62	1,794.78	2,274.05	2,791.10
Annually	35,352	37,708	39,280	42,422	46,664	59,125	72,569
Hourly	17,5059	18,6729	19,4510	21,0071	23,1078	29,2784	35,9354
Bi-Weekly	1,400.47	1,493.83	1,556.08	1,680.57	1,848.62	2,342.27	2,874.83
Annually	36,412	38,840	40,458	43,695	48,064	60,899	74,746
Hourly	18,0310	19,2331	20,0345	21,6373	23,8010	30,1567	37,0135
Bi-Weekly	1,442.48	1,538.65	1,602.76	1,730.98	1,904.08	2,412.54	2,961.08
Annually	37,505	40,005	41,672	45,006	49,506	62,726	76,988

Grade	Position
PW - 1	Laborer
PW - 2	Call A Bus Coordinator
PW - 3	CDL Driver
PW - 4	Administrative Assistant PW Programs Manager
PW - 5	Code Enforcement Officer Maintenance Manager
PW - 6	Assistant Director PW
PW - 7	Director of Public Works Director Code Enforcement

# CITY OF MOUNT RAINIER

## PUBLIC WORKS DEPARTMENT (PW) COMPENSATION SCHEDULE FY 2018

Grade Steps	PW - 1	PW - 2	PW - 3	PW - 4	PW - 5	PW - 6	PW - 7
Hourly	18,5720	19,8101	20,6356	22,2864	24,5151	31,0614	38,1239
Bi-Weekly	1,485.76	1,584.81	1,650.84	1,782.91	1,961.21	2,484.92	3,049.91
Annually	38,630	41,205	42,922	46,356	50,991	64,608	79,298
Hourly	19,1291	20,4044	21,2546	22,9550	25,2505	31,9933	39,2676
Bi-Weekly	1,530.33	1,632.35	1,700.37	1,836.40	2,020.04	2,559.46	3,141.41
Annually	39,789	42,441	44,210	47,746	52,521	66,546	81,677
Hourly	19,7030	21,0165	21,8923	23,6437	26,0080	32,9531	40,4456
Bi-Weekly	1,576.24	1,681.32	1,751.38	1,891.49	2,080.64	2,636.25	3,235.65
Annually	40,982	43,714	45,536	49,179	54,097	68,542	84,127
Hourly	20,2941	21,6470	22,5490	24,3530	26,7883	33,9417	41,6590
Bi-Weekly	1,623.53	1,731.76	1,803.92	1,948.24	2,143.06	2,715.33	3,332.72
Annually	42,212	45,026	46,902	50,654	55,720	70,599	86,651
Hourly	20,9029	22,2964	23,2255	25,0836	27,5919	34,9599	42,9088
Bi-Weekly	1,672.23	1,783.71	1,858.04	2,006.69	2,207.35	2,796.79	3,432.70
Annual	43,478	46,377	48,309	52,174	57,391	72,717	89,250
Hourly	21,5300	22,9653	23,9223	25,8361	28,4197	36,0087	44,1960
Bi-Weekly	1,722.40	1,837.22	1,913.78	2,066.89	2,273.58	2,880.70	3,535.68
Annually	44,782	47,768	49,758	53,739	59,113	74,898	91,928

Grade	Position
PW - 1	Laborer
PW - 2	Call A Bus Coordinator
PW - 3	CDL Driver
PW - 4	Administrative Assistant PW Programs Manager
PW - 5	Code Enforcement Officer Maintenance Manager
PW - 6	Assistant Director PW
PW - 7	Director of Public Works Director Code Enforcement

# CITY OF MOUNT RAINIER

## PUBLIC WORKS DEPARTMENT (PW) COMPENSATION SCHEDULE FY 2018

Grade Steps	PW - 1	PW - 2	PW - 3	PW - 4	PW - 5	PW - 6	PW - 7
Hourly	22,1759	23,6543	24,6399	26,6112	29,2723	37,0890	45,5219
Bi-Weekly	1,774.07	1,892.34	1,971.20	2,128.89	2,341.78	2,967.12	3,641.75
Annually	46,126	49,201	51,251	55,351	60,886	77,145	94,686
Hourly	22,8412	24,3639	25,3791	27,4095	30,1505	38,2017	46,8876
Bi-Weekly	1,827.29	1,949.11	2,030.33	2,192.76	2,412.04	3,056.13	3,751.00
Annually	47,510	50,677	52,789	57,012	62,713	79,459	97,526
Hourly	23,5264	25,0948	26,1405	28,2318	31,0550	39,3477	48,2942
Bi-Weekly	1,882.11	2,007.58	2,091.24	2,258.54	2,484.40	3,147.82	3,863.53
Annually	48,935	52,197	54,372	58,722	64,594	81,843	100,452

For employees with contracts of employment, the terms of the contract (merits increases, etc.) supersede the compensation schedule.

No employees salary shall exceed the maximum step amount of their pay grade.

All step increases are contingent upon appropriation of funds by the Mayor and Council and a performance rating of satisfactory or greater on the employee's annual performance evaluation.

No pay increases after Step 15 - Maximum Payment Level. Longevity bonus (lump sum payment of \$1,500) on the 16th year of continuous service and a satisfactory performance for 15th and 16th year.

Grade	Position
<b>PW - 1</b>	Laborer
<b>PW - 2</b>	Call A Bus Coordinator
<b>PW - 3</b>	CDL Driver
<b>PW - 4</b>	Administrative Assistant PW Programs Manager
<b>PW - 5</b>	Code Enforcement Officer Maintenance Manager
<b>PW - 6</b>	Assistant Director PW
<b>PW - 7</b>	Director of Public Works Director Code Enforcement

# CITY OF MOUNT RAINIER

## EXECUTIVE AND ADMINISTRATIVE POSITIONS (CH) COMPENSATION SCHEDULE FY 2018

Grade Steps	EA - 1	EA - 2	EA - 3	EA - 4	EA - 5	EA - 6
Hourly	15,5537	18,6645	23,6277	31,9281	37,0134	38,3220
Bi-Weekly	1,244.30	1,493.16	1,890.21	2,554.25	2,961.07	3,065.76
Annually	32,352	38,822	49,146	66,411	76,988	79,710
Hourly	16,0203	19,2245	24,3365	32,8860	38,1238	39,4716
Bi-Weekly	1,281.63	1,537.96	1,946.92	2,630.88	3,049.90	3,157.73
Annually	33,322	39,987	50,620	68,403	79,297	82,101
Hourly	16,5009	19,8012	25,0666	33,8726	39,2675	40,6558
Bi-Weekly	1,320.08	1,584.10	2,005.33	2,709.81	3,141.40	3,252.46
Annually	34,322	41,186	52,139	70,455	81,676	84,564
Hourly	16,9960	20,3952	25,8186	34,8887	40,4455	41,8755
Bi-Weekly	1,359.68	1,631.62	2,065.49	2,791.10	3,235.64	3,350.04
Annually	35,352	42,422	53,703	72,569	84,127	87,101
Hourly	17,5059	21,0071	26,5932	35,9354	41,6589	43,1317
Bi-Weekly	1,400.47	1,680.57	2,127.45	2,874.83	3,332.71	3,450.54
Annually	36,412	43,695	55,314	74,746	86,650	89,714
Hourly	18,0310	21,6373	27,3910	37,0135	42,9086	44,4257
Bi-Weekly	1,442.48	1,730.98	2,191.28	2,961.08	3,432.69	3,554.05
Annually	37,505	45,006	56,973	76,988	89,250	92,405

Grade	Position
EA - 1	Cable TV Technician
EA - 2	Administrative Assistant Social Svcs. Coordinator
EA - 3	Municipal Clerk Accounting Assistant
EA - 4	Director Administrative Svc. Director Economic Develop. Deputy Director of Finance
EA - 5	Director of Finance/CFO/ City Treasurer
EA - 6	City Manager

# CITY OF MOUNT RAINIER

## EXECUTIVE AND ADMINISTRATIVE POSITIONS (CH) COMPENSATION SCHEDULE FY 2018

Grade Steps	EA - 1	EA - 2	EA - 3	EA - 4	EA - 5	EA - 6
Hourly	18,5720	22,2864	28,2127	38,1239	44,1959	45,7584
Bi-Weekly	1,485.76	1,782.91	2,257.02	3,049.91	3,535.67	3,660.68
Annually	38,630	46,356	58,682	79,298	91,927	95,178
Hourly	19,1291	22,9550	29,0591	39,2676	45,5218	47,1312
Bi-Weekly	1,530.33	1,836.40	2,324.73	3,141.41	3,641.74	3,770.50
Annually	39,789	47,746	60,443	81,677	94,685	98,033
Hourly	19,7030	23,6437	29,9308	40,4456	46,8874	48,5451
Bi-Weekly	1,576.24	1,891.49	2,394.47	3,235.65	3,750.99	3,883.61
Annually	40,982	49,179	62,256	84,127	97,526	100,974
Hourly	20,2941	24,3530	30,8288	41,6590	48,2940	50,0015
Bi-Weekly	1,623.53	1,948.24	2,466.30	3,332.72	3,863.52	4,000.12
Annually	42,212	50,654	64,124	86,651	100,452	104,003
Hourly	20,9029	25,0836	31,7536	42,9088	49,7429	51,5015
Bi-Weekly	1,672.23	2,006.69	2,540.29	3,432.70	3,979.43	4,120.12
Annual	43,478	52,174	66,048	89,250	103,465	107,123
Hourly	21,5300	25,8361	32,7062	44,1960	51,2351	53,0466
Bi-Weekly	1,722.40	2,066.89	2,616.50	3,535.68	4,098.81	4,243.73
Annually	44,782	53,739	68,029	91,928	106,569	110,337

Grade	Position
EA - 1	Cable TV Technician
EA - 2	Administrative Assistant Social Svcs. Coordinator
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EA - 5	Director of Finance/CFO/ City Treasurer
EA - 6	City Manager

# CITY OF MOUNT RAINIER

## EXECUTIVE AND ADMINISTRATIVE POSITIONS (CH) COMPENSATION SCHEDULE FY 2018

Grade Steps	EA - 1	EA - 2	EA - 3	EA - 4	EA - 5	EA - 6
Hourly	22,1759	26,6112	33,6874	45,5219	52,7722	54,6380
Bi-Weekly	1,774.07	2,128.89	2,694.99	3,641.75	4,221.78	4,371.04
Annually	46,126	55,351	70,070	94,686	109,766	113,647
Hourly	22,8412	27,4095	34,6981	46,8876	54,3554	56,2771
Bi-Weekly	1,827.29	2,192.76	2,775.84	3,751.00	4,348.43	4,502.17
Annually	47,510	57,012	72,172	97,526	113,059	117,056
Hourly	23,5264	28,2318	35,7390	48,2942	55,9860	57,9654
Bi-Weekly	1,882.11	2,258.54	2,859.12	3,863.53	4,478.88	4,637.23
Annually	48,935	58,722	74,337	100,452	116,451	120,568

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