

CITY OF LACEY, WASHINGTON 2012 BUDGET

City of Lacey, Washington 2012 Proposed Budget



City of Lacey
420 College St SE
Lacey, WA 98503-1238

CITY OF LACEY, WASHINGTON
2012 City Officials

Council

<i>Mayor</i>	<i>Thomas L. Nelson</i>	<i>Term - Dec. 2011</i>
<i>Deputy Mayor</i>	<i>Virgil Clarkson</i>	<i>Term - Dec. 2013</i>
<i>Councilmember</i>	<i>Jason Hearn</i>	<i>Term - Dec. 2011</i>
<i>Councilmember</i>	<i>Jeff Gadman</i>	<i>Term - Dec. 2011</i>
<i>Councilmember</i>	<i>Ron Lawson</i>	<i>Term - Dec. 2013</i>
<i>Councilmember</i>	<i>Cynthia Pratt</i>	<i>Term - Dec. 2013</i>
<i>Councilmember</i>	<i>Andy Ryder</i>	<i>Term - Dec. 2013</i>

Administration

<i>Scott H. Spence</i>	<i>City Manager</i>
<i>Kenneth R. Ahlf</i>	<i>City Attorney</i>
<i>Frederick O. Walk</i>	<i>Community Development Director</i>
<i>Troy M. Woo</i>	<i>Finance Director</i>
<i>Merri A. Lannoye</i>	<i>Human Resources Director</i>
<i>Lorraine M. Flemm</i>	<i>Parks and Recreation Director</i>
<i>Dusty D. Pierpoint</i>	<i>Police Chief</i>
<i>Scott Egger</i>	<i>Public Works Director</i>

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A Message from Scott H. Spence, City Manager December 15, 2012

Citizens of Lacey, Honorable Mayor,
Councilmembers and City Staff:

I am pleased to present a balanced budget for the 2012 calendar year that continues the City's commitment to sound financial principles and focused priorities necessary to meet the needs of the community.

The 2012 budget maintains core services and addresses essential priorities that will help the Lacey community accomplish its long-term goals. It cares for the efficient delivery of services while at the same time enhances city parks, addresses priority transportation projects, expands and preserves water utility capabilities, builds upon Lacey's environmental stewardship, promotes an economic vision, and continues successful public safety programs.

This year's budget totals \$110,453,689, a \$31.7 million decrease compared to the amended 2011 budget. The difference is primarily due to one-time capital purchases and transactions necessary to commit fund balances according to Council priorities. For example, Lacey City Council committed funds totaling approximately \$16.8 to complete important community facilities such as the Lacey Senior Center and continued investment in the city transportation system. Additionally, amendments allowed for the purchase of 407 acres of pastoral and forest land adjacent to the future Pleasant Glade Park in the northeast section of Lacey, which has been named Greg J. Cuoio Community Park; Mr. Cuoio was Lacey's former City Manager who served the community in that role for 24 years.



The 2012 General Fund Budget totals \$31,648,300, a \$15.2 million or 32.4 percent reduction compared to the amended 2011 Budget. The variance or change to the General Fund Budget expenditures is also attributed to one-time transfer of funds within the City's overall budget. In 2012, the General Fund maintains historic service levels with no increase in the current city workforce. The City's successful street overlay and rehabilitation program continues, and is funded by next year's budget. The street overlay program will pave Ruddell Road SE from Pacific Avenue SE to Yelm Highway SE. Lacey's streets are some of the best maintained roads in the State of Washington with 96% of its streets rated as being in "good" or "very good" condition.

The 2012 Budget also incorporates funding for the completion of the widening of Carpenter Road SE from Pacific Avenue SE to Martin Way SE, heading into its second and final construction season. This multi-million public improvement is Lacey's highest priority transportation project. It relieves traffic congestion along this corridor, enhances bicycle and pedestrian travel, and addresses historic storm water treatment challenges in Woodland Creek.

The Senior Center Expansion construction phase will begin in 2012. The \$2.9 million project will add approximately 5,000 square

feet to the facility. A \$1 million Community Development Block Grant has been awarded. Committed reserves and anticipated fundraising will provide the remaining funds for the project. The expanded center is scheduled for completion in 2013.

Additional capital improvements incorporated in the 2012 budget include:

- Construction of a second trailhead at Woodland Creek Community Park
- Initiation of Phase 2 of the College Street Corridor Improvements Plan (design of College Street and 22nd Avenue roundabout)
- Commencement of preliminary architectural and engineering services for the Lacey Depot Museum
- Preliminary work on Phase 2 of the Martin Way/Marvin Road interchange justification report
- Initiation of Smart Corridor improvements
- Completion of select water well and wastewater lift station improvements
- Engineering site work and parking improvements at the historic Jacob Smith House
- Design of reclaimed water infiltration facility

The preparation of the budget was prepared under, and carefully considered, the economic

conditions confronting the nation, state, and region. Resources and responsibilities were focused on maintaining the key priorities and responsibilities of the City of Lacey, and at the same time safeguarding assets and preserving financial flexibility in the worst economic times since the Great Depression.

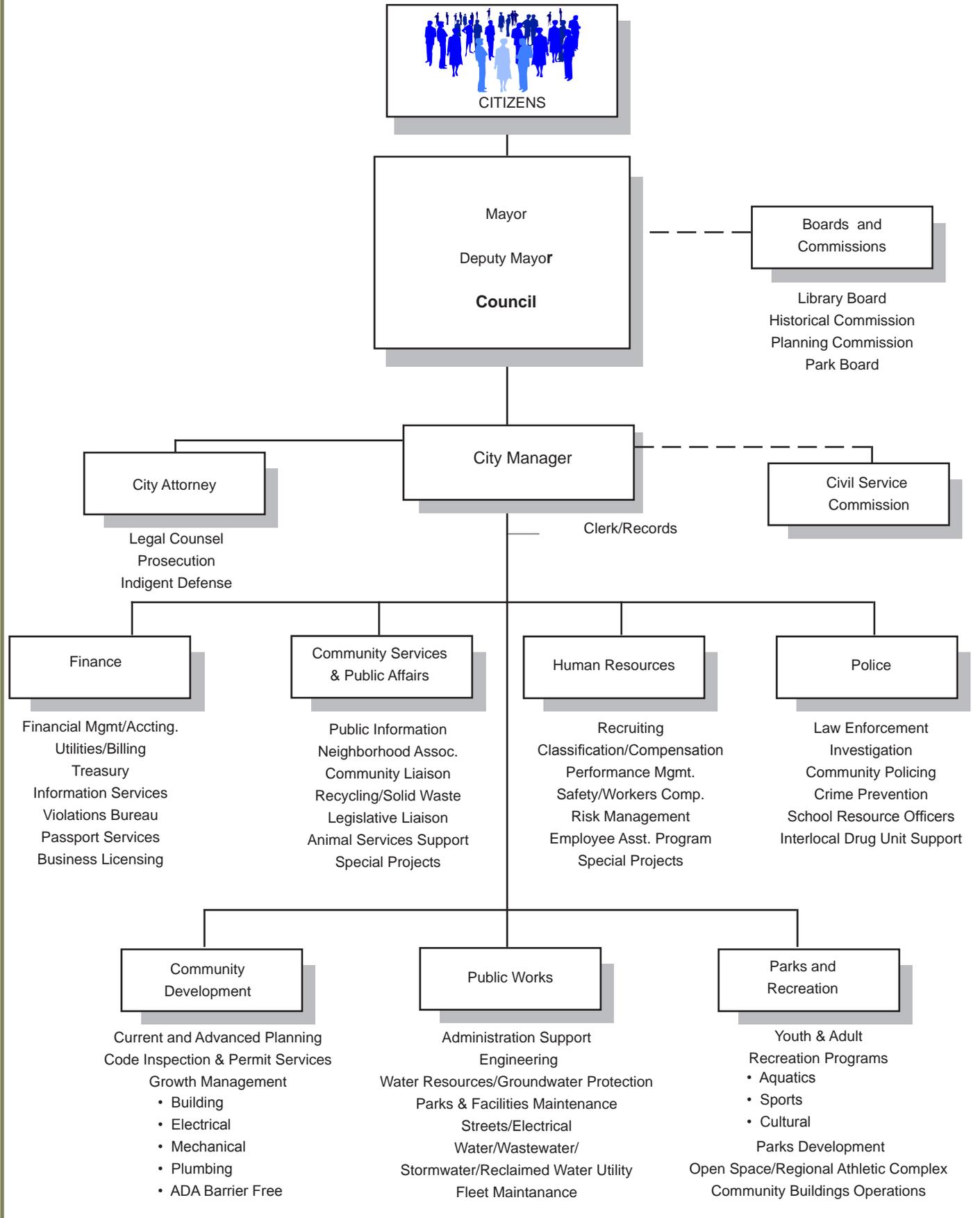
Finally, it is important to note the budget ensures the delivery of quality, timely, and efficient services and provides Lacey employees with the necessary tools, equipment, resources, and training to effectively perform their duties and tasks on behalf of the public. The City of Lacey is a wonderful community with a reputation for low crime, well maintained streets and utility infrastructure, excellent parks and community facilities, environmental stewardship, and outstanding customer service to its citizens.

I personally want to thank the City Council, our citizen boards and commissions, department directors, and staff for work on behalf of the citizens of Lacey. Their dedication and community service is reflected in the budget. Our City is well-served through the leadership and commitment of these exceptional public servants.

Scott H. Spence
City Manager



LACEY CITY GOVERNMENT





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Budget 2012 Summary

The 2012 budget maintains core services and addresses essential priorities that will help the Lacey community accomplish its long-term goals.

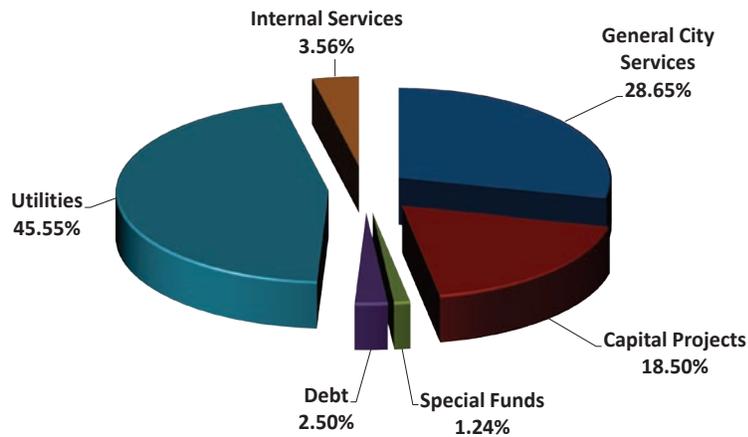
The 2012 budget totals \$110,453,689, a decrease compared to the 2011 amended budget of \$131,657,199 or 22.3%. The City continues to live within its means. Service levels are maintained, and the City continues its long-term track record of investing significantly in quality of life improvements and infrastructure maintenance and construction. The budget is balanced.

balanced and each fund must be closely monitored to ensure accuracy, accountability, and efficiency as well as remain solvent during the course of the fiscal year.

The Funds

The Current Expense, Criminal Justice, Community Buildings, City Street, and Capital Equipment

Total City Budget by Funds
\$110,453,689

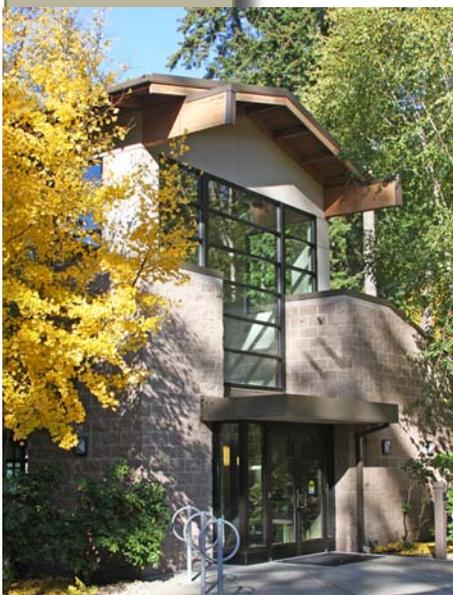


This summary section of the 2012 budget will focus on the activities, goals, and priorities of the many funds making up the City's budget. It is our hope that this document becomes more than pages of numbers but an understandable and informative message to you, the reader.

Funds combine to make up the City's GENERAL FUND. There are ten separate funds that account for the major components of the City's water, wastewater, stormwater utilities, and reclaimed water utility. These are referred to as the *enterprise funds* of the City.

Each of the funds that make up the budget has a specific role and responsibility. Revenues and expenditures must be

Other special purpose funds have been created to account for capital improvement expenditures for streets, buildings, parks and open space, the Regional Athletic Complex, and activities of the Lodging Tax Fund. Voter approved General obligation debt along with local improvement district (LID) debt also are accounted for separately.



The City established two additional funds that account for the resources and assets of internal support activities. These are the Equipment Rental Fund that manages all vehicles and equipment used in providing services, and, the Information Management Services Fund that accounts for expenses associated with all of the City's computer and communications equipment used by all departments.

A Community Block Grant Fund has been

established to facilitate the pass through of state and federal grants to address special needs within the community such as housing rehabilitation, a child care facility, low income housing, the Lacey Senior Center and the Community Action Council building.

Overall, the City accounts for its resources and expenditures in twenty-six separate funds. It also maintains two joint-venture funds for Animal Services and Drug Enforcement activities.

The General Fund

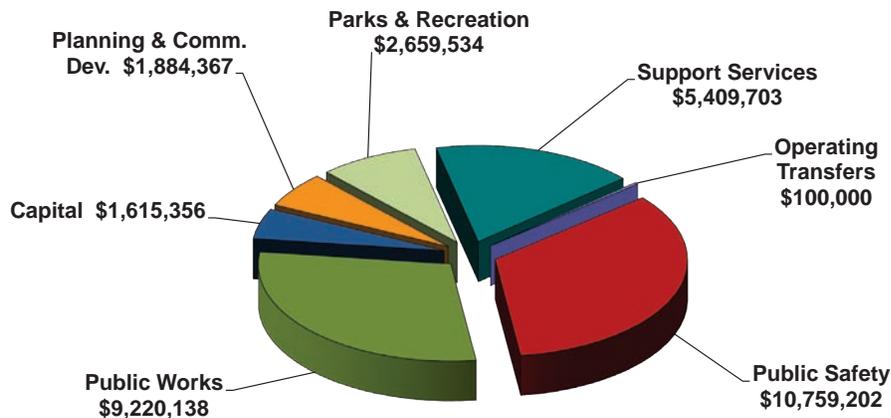
The General Fund provides and accounts for most traditionally recognized local government functions. These include: police services, health and social services, recreation programs, financial and administrative services, community development including planning, zoning, permits, code enforcement and building inspection, maintenance of parks, streets and rights-of-way, public works administration and engineering services, administration of contracts

amendments allowed for the purchase of 407 acres of pastoral and forest land adjacent to the future Pleasant Glade Park in the northeast section of Lacey, which has been named Greg J. Cuoio Community Park; Mr. Cuoio was Lacey's former City Manager who served the community in that role for 24 years.

General Fund services and activities constitute 28.7 percent of the total \$110.4 million budget proposal. Excluding the transfers, the difference is largely associated with cost of labor adjustments, the aforementioned 2011 budget amendments, and inflation.

Expenditures

The General Fund Budget
2012 General Fund \$31,648,300



with other agencies that provide emergency communications, district court, jail services, and the like.

The total General Fund budget for 2012 is \$31,648,300 which is 32.4 percent or \$15,153,574 less than the 2011 amended budget. The variance or change to the General Fund Budget expenditures is attributed to one-time transfer of funds within the City's overall budget. For example, Lacey City Council committed funds totaling approximately \$16.8 million to complete important community facilities such as the Lacey Senior Center and continued investment in the city transportation system. Additionally,

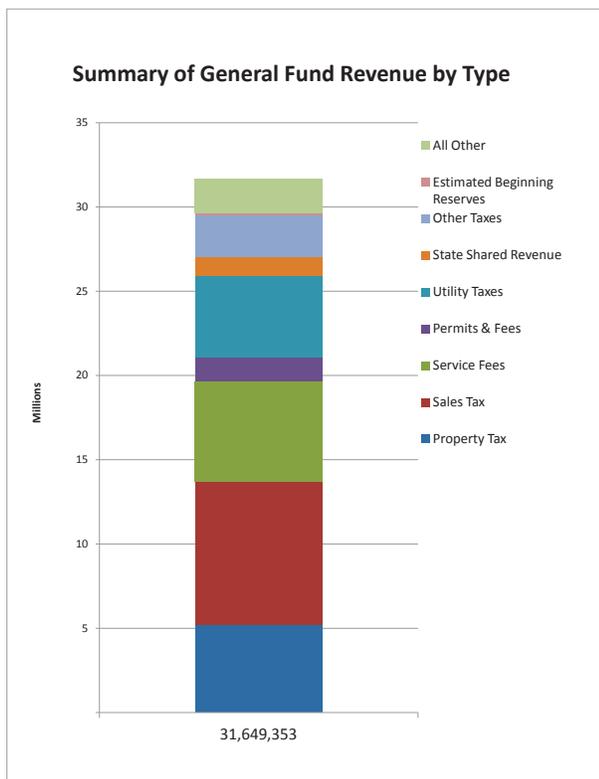
General Fund - Revenue Summary

Property and sales tax revenues are the dominant income sources for the General Fund. Combined, they total \$13,702,693. Of this amount, \$332,600 is transferred to the General Obligation Debt Fund for principal and interest expense for councilmanic bonds issued in 2006 for the 25,000 square-foot addition to City Hall.

The *property tax* levy for 2012 has been determined by calculating the one percent allowable limitation, recovering the value of refunds, and adding new construction. The

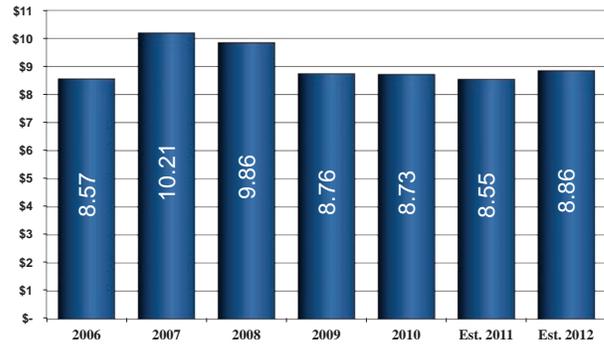
one percent adjustment amounts to a \$49,718 increase in the property tax levy. While this tax limitation is appreciated by property owners, the one percent maximum adjustment in the property tax levy remains insufficient to meet the inflation and fixed cost increases associated with a \$31.6 million public service operating budget. As such, it is critical that the City also experience strong performance from new construction and other General Fund revenues in order to maintain service levels each year. Unfortunately, this is not the case.

Preliminary values issued by Thurston County Assessor’s Office indicate that the City’s total new construction value will increase \$65.4 million.



This increase is very significant because it helps offset an expected overall decrease to assessment valuations. The preliminary estimate indicates that existing property assessments may decrease 7.0 percent due to market value declines. Based on this information, the City’s regular levy is estimated to be \$5,175,434. As a result, it is estimated that levy rate will increase \$0.1121 to \$1.1979 per \$1,000 of assessed property value.

Sales Tax Revenue
In Millions



Sales tax receipts for 2011 are meeting projections, but are not expanding in large part due to slow recovery from the recent economic crisis. 2012 sales tax receipts are projected to experience minimal growth. This is following the \$56,556 decline in sales tax from 2009 to 2010 and \$1.07 million decline in sales tax from 2008 to 2009. The construction activity decline has ended, but remains significantly lower than before the recent recession. Overall consumer spending remains stagnant.

The 2012 budget anticipates an increase in sales tax receipts to \$8,859,858 or 3.6 percent. Retail sales receipts will be distributed to the Current Expense \$7,990,758, and General Obligation Debt \$332,600 Funds. The Criminal Justice Fund will receive \$536,501 in sales tax revenue that is collected from a special levy and distributed by the County.

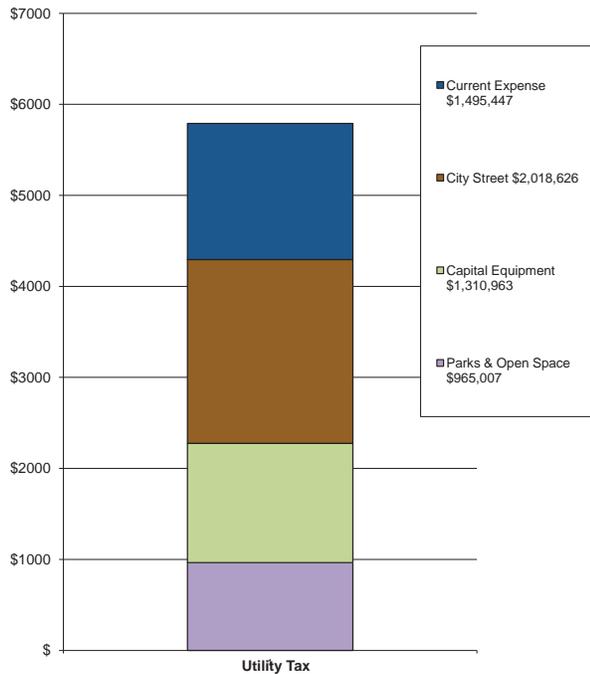
Sales tax receipts will be monitored very closely in case current economic conditions worsen and retail sales volumes decline further. These are uncertain times and the General Fund portion of this revenue source accounts for a significant 27.0 percent of the 2012 General Fund budget.

Lacey’s retail sales per capita remains low compared to the surrounding communities. Even so, Lacey has recently benefitted from new developments that have strengthened its collections – making a substantial contribution to supporting our public safety, parks, and transportation needs.

The City’s *utility tax* continues to be a very stable

and flexible source of General Fund revenue. Income from this tax is distributed to the Current Expense, City Street, Capital Equipment, and the Parks and Open Space funds. It is estimated that

Distribution of Utility Tax



utility tax receipts for 2012 will be \$5.79 million.

The Parks and Open Space Fund will receive approximately \$965,007 of utility tax revenue. Since 1990, these funds have been dedicated to acquiring hundreds of acres of park and open space property for the benefit of Lacey citizens. Beginning in 2004, a portion of these revenues were transferred to the Current Expense Fund to cover the cost of operating and maintaining Rainier Vista Park. The 2012 Budget continues this practice. As planned, a transfer also will be made to help support the maintenance and operation budget of the Regional Athletic Complex. This practice began with the 2010 Budget. These transfers will be \$371,662 and \$278,329 respectively in 2012.

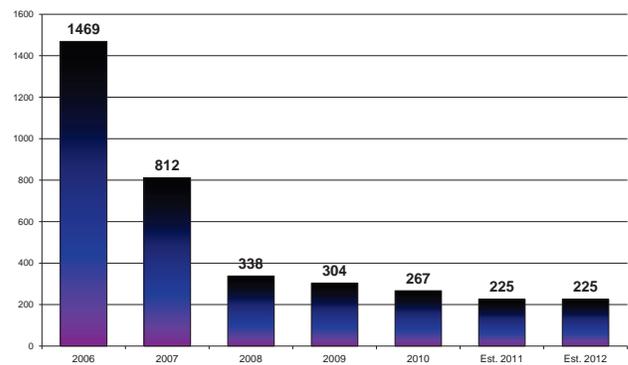
The balance of utility tax revenue is used to fund capital projects and to provide matching funds for transportation grants, street maintenance, and general government purposes. Over the past several years, this source of revenue has made

it possible for the City to undertake numerous transportation projects that otherwise would not have been possible.

“Other taxes” total \$2,484,322 or 7.85 percent of General Fund revenues. It is anticipated that *Business and Occupation tax* revenue will decrease compared to the 2011 Budget and total \$1,553,381 in 2012. Admissions taxes are expected to decrease to \$330,000. Gambling taxes are expected to increase due to the sunset of the temporary card games gambling tax rate decrease. The gambling tax revenues are expected to be \$593,691 in 2012.

Anticipated revenue from *building permits, development review fees, and related services* declined \$775,467 from 2008 to 2009, increased \$31,779 from 2009 to 2010, and are estimated to decline \$132,435 in 2011 from 2010 receipts. Projections for these revenues in 2012 total \$972,500, a modest increase compared to the 2011 estimated revenues. This illustrates the dramatic development downturn that has impacted the construction industry.

Residential Building Permits



Residential housing construction volume has slowed considerably. As of the end of this past September, 192 single-family permits have been issued. 836, 1,200, 807, 338, 244, and 184 residential permits were issued in 2005, 2006, 2007, 2008, 2009, and 2010 respectively. It is likely that this lower volume of permit issuance will continue through 2012. Also, it is not expected

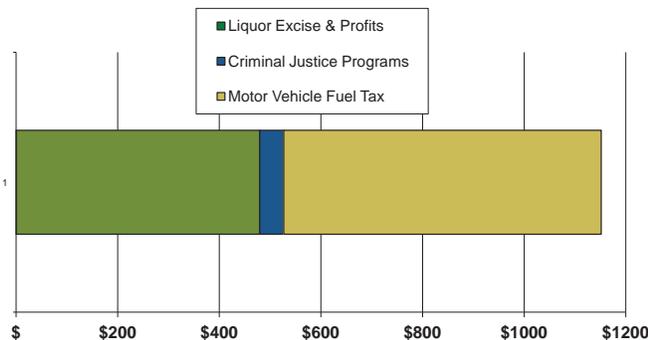
that commercial construction activity will fully recover in 2012.

Many of the functions performed by the City are financed or partially reimbursed through service fees and user charges. These *fees for service* total \$5,945,760 and represent 18.8 percent of the General Fund revenues. The most significant amount, \$4,317,797, comes from Public Works engineering, water resources, and maintenance support services performed for the benefit of the City's utilities and capital projects. These services include utility planning, ground and surface water protection activities, water conservation, wellhead protection, capital facilities planning, engineering design, construction oversight, and facilities maintenance. Parks & Recreation program fees are anticipated to decrease \$28,803 to \$690,801.

Also incorporated into this category of revenue are charges for administrative services to Animal Services and Metro Drug Unit, the North Thurston Public Schools pool and field use contracts, and other contracted and internal services.

Each year, every city receives a per capita share

State Shared Revenue \$1,151,850



of taxes collected by the State of Washington. These are commonly referred to as *state shared revenues* and include Liquor Profits Tax, Fuel Tax, and Criminal Justice funds. The General Fund will receive state-shared revenues totaling \$1,151,850 in fiscal year 2012. State shared revenues have gradually increased but are still below historical amounts received prior to the elimination of the Motor Vehicle tax with passage

of Initiative 695 in 1999. State shared revenues, including the Fuel Tax allocated to the Arterial Street Fund \$280,815, total \$33.45 per capita and have decreased \$2.61 in the past six years.

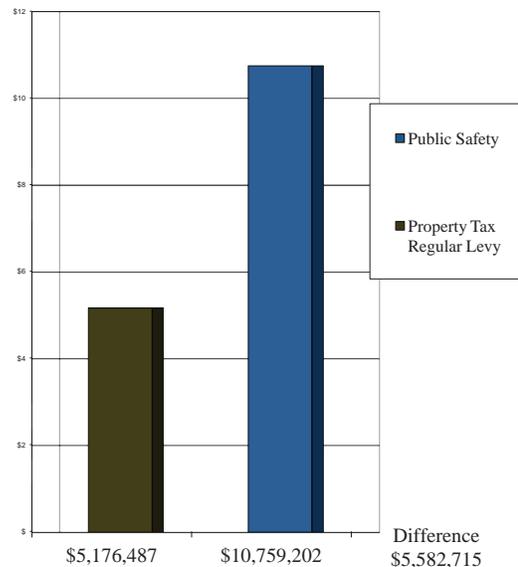
Initiative 1183 creates some uncertainty for the 2012 state shared revenue projections. If the voters approve the initiative, the City's liquor excise tax and profit distributions may be positively impacted. The 2012 state share revenues do not include adjustments to the liquor excise and profit distributions. If the initiative passes in November, the budget may be amended in 2012.

General Fund - Expenditure Summary

The City of Lacey is a general-purpose government agency providing numerous services through its employees and other contracted sources. The cost of *public safety* services (i.e., police, emergency preparedness, district court, jail, prisoner medical expenses, prosecution, indigent defense, and victim advocacy) represents the single largest expenditure from the General Fund. These services will require \$10,759,202 in 2012, which represents 33.9 percent of all expenses within this \$31.6 million fund.

The corresponding chart on the previous page

Public Safety Compared to Entire Regular Property Tax Levy



illustrates the cost of our public safety services in relation to the City's regular property tax levy and other revenues associated with these services (e.g. court fines). As demonstrated by this chart, revenue from property taxes falls \$5,582,715 short of meeting public safety costs and \$4,033,100 short when all applicable public safety revenues are considered in the comparison.

It is always interesting to note that although property taxes are likely the single most frustrating to citizens, every last penny Lacey collects cannot fund the most basic purpose for which the City was incorporated (i.e., public safety).

Police Services

The police budget totals \$9,170,126, an increase of \$244,678 over the amended 2011 budget. The Police Department budget represents 29.0 percent of the General Fund budget.



The police department's outreach effort to businesses, youth, seniors, ethnic, and citizen groups is noteworthy and has produced positive benefits for the City and the community. The department's partnership with the Nisqually Indian Tribe and Lewis County for prisoner support services has also served the community well. Lacey allocates \$588,000 annually for prisoner support and medical expenses.

The department has established two police substations, one in south Lacey, the second in Hawks Prairie. These substations are strategically located to support patrol officers and enhance

their efficiency.

In 2009, the Lacey Police Department (LPD) became the first city in Thurston County and only the 5th in the Washington to be state accredited. This means the LPD is meeting the best practices of professional performance established by the State of Washington.

Lacey residents are most fortunate to have such a fine group of professional men and women dedicated to providing innovative and quality public safety services. Once again, local crime statistics indicate that Lacey's residents enjoy one of the lowest crime rates per capita among municipalities in the state. Lacey's 2010 uniform crime rate is 17% lower than the previous 10-year average.

Parks and Recreation

This budget proposal maintains funding for Lacey's highly successful recreation, aquatics, sport, cultural and special events programming including the Lacey Activities Coalition for Teens (ACT), and the After School and Day Camp programs.

Lacey's parks and recreation programs are held in high regard by jurisdictions throughout the state because of their excellent variety, organization, planning, and supervision. The popularity of the Friday evening ACT event is a testimony to the effectiveness of this program and the caring



attitude of the staff and numerous volunteers who are dedicated to serving our community's youth.

During 2009, the City assumed the management and programming of the newly completed Regional Athletic Complex developed in partnership with Thurston County. During 2010, the City and Thurston County successfully negotiated an agreement that allowed Thurston County to transfer ownership and responsibility of the Regional Athletic Complex to the City of Lacey. Since 2011, the City has had sole responsibility for operating and maintaining the Regional Athletic Complex.

The Community Center continues to grow in use as does the historic Jacob Smith House. The Senior Center is a very active place operated by Senior Services For South Sound with the City maintaining the facility. This budget provides for the expansion of the Senior Center by 5,000



square feet. The operation and maintenance of these three buildings are funded out of the Community Buildings Fund budget which is included in the General Fund.

The Community Center and Jacob Smith House will generate combined rental income estimated at \$216,000 with additional revenue coming from the City's regular property tax levy. The 2012 Community Buildings Fund budget totals \$511,611.

Registration and service fees, for the myriad of recreation programs Lacey Parks offers, are estimated at \$690,801, or about 32.2 percent of the \$2,147,923 Parks and Recreation's program budgets. General Fund revenues support the balance of the cost of these quality of life activities.

Some of the cultural programs offered by

Lacey's Parks and Recreation department are supported through Lodging Tax receipts. (This fund is not included in the composition of the General Fund.) These programs include *Music in the Park*, the Cinema series, Summer's End, Ethnic Celebration, Regional Athletic Complex Rampage at the RAC, and other events that attract visitors to our community. A portion of the operation of the City's museum is also financed by Lodging Tax revenues.



Health, Library and Human Services

Many of the services provided Lacey residents for public health, social services, youth initiatives, library services, cultural and community enrichment programs are performed by contract through other agencies and volunteer groups. Each is important to the quality of life and well being of our citizens.

The City owns and maintains the Lacey Timberland Library building located next to City Hall. Maintaining the building and grounds will cost \$153,478 in 2012. Each year the City replaces furniture and fixtures as required. The 2012 Budget includes one Library building capital improvement. The Library's HVAC controls will be upgraded.



Lacey continues its participation in the Human Services Review Council (HSRC), an intergovernmental organization responsible for the distribution of social service dollars

contributed by each funding jurisdiction. As participating jurisdictions face increasing financial challenges, funding for these services have been impacted. The new formula is being considered. A new contribution formula will likely result in a lower contribution amount for the City of Lacey. The 2012 budget assumes that the City's contribution will be reduced to \$41,617. Despite the challenging economic times and revenue projections the City is able to maintain its other human services contributions.

The cost of providing Indigent Defense counsel is not projected to grow in 2012, but the cost of this mandated service has risen 46.6 percent in five years to a total \$145,000.

Planning and Community Development

The department of Planning and Community Development is responsible for building code enforcement, and planning services including commercial and residential construction. Transportation and utility infrastructure improvements in the Gateway Project continued in 2011 with the completed construction of a major wastewater lift station and conveyance system and the completion of the second west



bound lane of Britton Parkway. The utility infrastructure improvements will continue in 2012 with the Marvin Road and 32nd Avenue left turn lane construction, Willamette Drive and 31st Avenue intersection improvements, and Hogum Bay road improvements.

It has been the vision of the City Council, for nearly twenty years, that this area zoned Hawks Prairie Business District develop as a high intensity, mixed-use urban center. This coming year, the City Council will approve a Master Plan and a Development Agreement that will guide construction of the Gateway Town Center project.

The transportation and utility infrastructure improvements represent an important step towards achieving this long-standing goal.

The number of residential housing permit applications as of the end of September totaled 192 compared to 184 this time last year and 244 the year before that. 739 residential housing permits were issued through September in 2007 when development was near its peak. It is anticipated that single-family permits issued will continue at the same slow pace through 2012. Revenues projections for development proposals, permits, and building fees for 2012 have been adjusted accordingly.

The Community Development Department budget totals \$1,884,367, a 3.7 percent decrease compared to the amended 2011 budget.

Public Works – Engineering and Maintenance Services

Public Works administration, project and utility engineering, construction management, transportation planning and engineering, water resource management, and parks and street maintenance services all are included in the General Fund budget. Where appropriate, the cost of these services is reimbursed from city capital construction projects, charges to utilities, and from fees assessed to private development. Fees and charges collected for these services account for \$4,314,797 or 13.6 percent of General Fund revenues. Expenditures will be \$9,220,138, or 29.1 percent of all General Fund activity.

The *Engineering Division* work program for 2012 continues to be dominated the demands of transportation and utility capital improvement projects. The focus remains fixed on obtaining additional water rights, the widening of Carpenter Road from Pacific Avenue to Martin Way, the extension of a reclaimed water line Carpenter Road to Woodland Creek Community Park, well rehabilitation, lift station rehabilitation, construction of a reclaimed water infiltration facility, and residential roadway rehabilitation. A detailed listing of projects is provided in the

summary pages entitled Arterial Street Fund, Water, Wastewater and Stormwater Utility Funds. The Engineering Division services budget is \$2,725,510, an increase of \$78,920 or 3.0 percent.



IJR Study Martin Way

The *Water Resource Division* of Public Works faces a full schedule of responsibilities and projects for 2012. Water Resource personnel are not only heavily involved in securing water rights but also monitoring the quality of surface and groundwater, development review, flooding issues, treatment facility design and construction, water system modeling, and water conservation efforts.

Implementing the state and federal requirements of Phase 2 NPDES (Stormwater treatment and discharge) also continues as a top priority for the City's Water Resource staff. Clearly, however,



there is a long-term positive benefit to local waterways and Puget Sound. This budget initiates a ten-year program to focus on salmon recovery efforts in Woodland Creek as part of a long-term water rights mitigation and stream improvement strategy. Budget

requirements for this division total \$990,243. This is a \$37,178 increase.

The *Facilities Management Division* will have a budget of \$432,546, an increase of \$28,802 from last year. This division is responsible for the care and upkeep of numerous city owned buildings and facilities including City Hall, Library, Community Center, Maintenance Center, Jacob Smith House, and the Senior Center.

The *Parks Maintenance Division* is responsible for the care and upkeep of City parks, park structures, planter strips, street trees, and other vegetated street rights-of-way. Maintenance staff also provides coordination and supervision for the Council's WIN (Work Involvement Now) program that is an award winning community service partnership between the City and youth organizations within the community.

Part-time and



seasonal employees are a key ingredient in meeting the significant workload of this division. The Parks Maintenance operating budget totals \$2,318,097, an increase of \$80,937. This increase can be attributed to rising utility costs, the addition of right-of-way maintenance responsibilities, and benefit adjustments.

The *Street Maintenance Division* is responsible for the cleaning, upkeep, and repair of all City streets, sidewalks, street lighting, markings, and signals. Repair and maintenance responsibilities continue to grow as new streets are added to the inventory of transportation infrastructure. The 2012 City Street fund budget totals \$2,673,666, an

increase of \$68,819. Funds for this program come primarily from the motor vehicle fuel tax and dedicated utility tax revenues. Lacey annually evaluates the condition of its streets utilizing nationally recognized pavement management criteria. City streets continue to be very well

maintained with 96% of our roadways rated as being in good or very good condition.

Capital Equipment Fund

The acquisition of tools and equipment for staff to effectively perform their work is provided for in the Capital Equipment Fund. One of the key reasons Lacey is able to operate with fewer employees than typical cities has been its willingness to ensure that our employees have the tools and working environment necessary to perform at high levels. This fund provides the desks, chairs, software, computers, vehicles, and equipment that are required each year. A listing of all operating capital is located at the end of this summary section of the budget document.

The 2012 Capital Equipment Fund budget totals \$1,615,356. This fund provides for an \$850,000



transfer to the Arterial Street Fund for the City's annual street overlay and rehabilitation program. The transfer was reduced from \$1 million in 2009 due to shortfalls in revenue collections experienced because of the recession. The annual street overlay and rehabilitation program will have a one-year increase to \$2 million in 2012 for the overlay of Ruddell Road between Pacific Avenue and the Yelm Highway. The remaining amount needed will be funded by the Arterial Street Fund's reserves. The budget decrease within the Capital Equipment

Fund is due to an overall smaller capital budget due to limited growth to revenues and increases operation and maintenance expenditures.

Building Improvement Fund

The Building Improvement Fund was created to provide for the source and use of funds to account

for the acquisition of property and construction of City owned facilities.

The Building Improvement Fund budget for 2012 totals \$1,690,000 and includes the following projects:

Depot Museum Architect and Engineering	\$ 50,000
Senior Center Expansion	1,600,000
Jacob Smith House Parking Lot Architect and Engineering	30,000

The funding resources for these projects come from facility replacement reserves.



Senior Center Expansion Project

Parks and Open Space Fund

The Parks and Open Space Fund was created to acquire property for future park development and the preservation of open space. Funding was provided by dedicating a one percent utility tax to this purpose. Over the years, the City has been very successful in acquiring property and leveraging grant funds to augment resources. This fund also is the depository of the revenue from the sale of voter approved Park



Improvement Bonds to construct improvements at various park properties.

As more parks have been developed and others improved, the City has planned to transfer some of the utility tax revenue to the Current Expense and the RAC maintenance Fund to assist with the ongoing cost of maintaining these facilities. The 2012 budget provides \$649,991 for this purpose. This is an increase because of the rising costs to maintain Rainier Vista Park.

Arterial Street Fund

The 2012 Arterial Street Fund totals \$16,777,351 which is \$2,369,559 less than last year's budget. There are several significant projects that have been under construction in 2011 and will



continue in 2012. These include Carpenter Road improvements, College Street corridor improvements, and Interchange Justification Reports for Marvin Road and Martin Way.

Finding the necessary resources for roadway improvements always is a challenge. Over the years, our transportation engineers have done an exceptional job of securing funding through various regional, state, and federal programs. Recently, they have secured grants for the

additional south bound I-5 exit lane at Marvin Road, Woodland Trail Phase 2, Carpenter Road design and right-of-way acquisition, major upgrade to Mullen Road east, the westbound land of Britton Parkway, and the College Street and 22nd Avenue roundabout. Their skill in matching our needs with potential grant funds is second to none.



In 2012, the City will allocate the following resources to match grants and construct several transportation improvements: \$942,620 Real Estate Excise Tax, \$280,815 State Fuel Tax, and a special transfer-in of \$850,000 from the General Fund. Approximately \$691,240 in collected mitigation fees will be used as well.

Many of the projects listed on this page have been *in process* for several months and/or will be

in process in 2012 and will require the following resources during the 2012 budget year:

Carpenter Road Widening	\$ 3,459,350
Marvin Road & 32nd Avenue Left Turn Lane	275,000
Smart Corridors	1,000,000
College St. & 22nd Ave Roundabout Design	501,355
College St. Corridor Right of Way Acquisition	500,000
College St. NE Extension Design	145,785
Golf Club Road Extension	475,000
Hogum Bay Road Improvements	827,485
Martin Way/Marvin Road Interchange Justification Report	250,000
Rainier Road Right of Way Acquisition	185,000
Hawks Prairie Road/Marvin Road Roundabout Design	75,000
Marvin Road/Britton Parkway Roundabout Design	50,000
Willamette Dr. & 31st Ave Intersection Improvements	62,860
Ruddell Road Overlay & Rehabilitation	1,946,300
Yelm Highway Sidewalk Connection	15,000
Miscellaneous 2012 Minor Projects	194,780
Ending Cash	<u>6,814,436</u>
Total	\$ 16,777,351

Lodging Tax Fund

Particular mention needs to be made of the growing significance of this fund. It was not until the number of motels in our community grew beyond one and the state legislature permitted the doubling of the room tax rate (with certain use restrictions), that the revenue generated from this tax could have a truly meaningful and beneficial impact on our community. There are now eight hotel/motels in Lacey.

The statute that increased the tax rate from 2 percent to 4 percent also required the formation of a Lodging Tax Advisory Committee comprised of representatives of the motel industry, authorized beneficiaries of the tax, and a member of the City Council. This committee has adopted the following mission statement:



"Invest lodging tax revenues in community events and projects that attract the greatest number of visitors and tourism dollars to Lacey."

With this mission statement in mind and in accordance with the uses authorized by state statute, the following expenditures are for 2012:

Lacey Museum Operations	\$	48,500
Lacey Chamber of Commerce – Visitor Services & Community Profile		25,000
Washington Center for the Performing Arts		12,400
Visitor and Convention Bureau – Events Guide and Visitor Services		80,000
Fun Fair		7,000
Fun Fair Parade		1,000
Jazz Festival		20,000
Summer's End at Lacey (classic car show)		4,000
Alternate Fuel Fair		2,000
Senior Games		10,000
Lacey Community Market		7,000
Mushroom Festival – Hawks Prairie Rotary		25,000
Southsound Barbeque Festival		10,000
Huntamer Park Concerts and Events		4,500
Ethnic Celebration		3,500
Regional Sports & Events Complex (Marketing & Promotion)		133,500
Electronic Message Board (Marvin Road/Steilacoom)		<u>60,000</u>
Total	\$	453,400

In 2001, the Lodging Tax Advisory Committee concluded that sport tournament play had a direct and beneficial impact to the community. In keeping with this determination, the Committee agreed that a substantial contribution to the Regional Athletic Complex (The RAC) was in total harmony with its mission statement. Lodging Tax contributions will focus on the

marketing and promotion of this facility.

Total revenues are estimated at \$350,593 with \$102,807 coming from cash on hand and interest earnings. The economy has negatively impacted lodging revenues and interest earnings. Revenues are not expected to grow in 2012 despite the additional hotel opening.

Regional Athletic Complex - Operating and Capital Funds

Beginning with the 2008 budget, capital expenditures relating to construction of improvements for the second phase of the Regional Athletic Complex (RAC) were budgeted as a separate fund. The 2010 budget was the first year that the City assumed full responsibility for management and maintenance of the RAC. To account properly for revenues, management, and operating expenses, the City created The RAC operating fund. Prior to 2010, Thurston County



took the lead for scheduling and maintaining this facility.

During 2010, the City and Thurston County successfully negotiated an agreement that allowed Thurston County to transfer ownership and responsibility of the Regional Athletic Complex to the City of Lacey. Starting in 2011, the City has had sole responsibility of operating and maintaining the Regional Athletic Complex. The financial settlement was receipted into the Parks and Open Space Fund. Annual transfers will take place until 2014 when a long-range financial plan will be developed.

As part of the Public Facilities District interlocal agreement, an additional 26-acres was purchased

in 2007. This property is located on the southwest corner of Steilacoom and Marvin Roads. This land will be held in reserve until such time as funding for the third phase of the RAC is available for development. It is anticipated that all future improvements beyond Phase 2 will be funded by Public Facility District (PFD) revenues.

The operating budget for the RAC is \$912,329. Because it will take a few years for this facility to mature and attract the activity level it is able to handle, field use, sponsorship, concession contracts, and rental fees of \$300,500 will need to be supplemented by contributions from Lacey's Lodging Tax fund (\$133,500), \$278,329

from the City, and \$200,000 for PFD revenues. This operating budget provides for a full-time manager to promote and schedule the facility, two maintenance personnel, and appropriate part-time and seasonal workers.

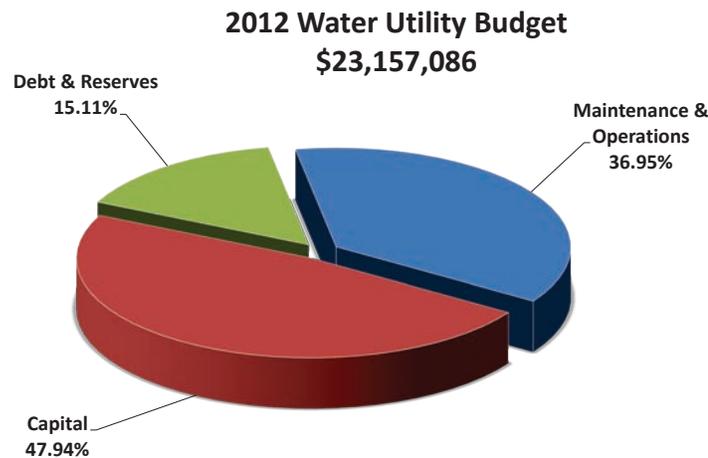
The Regional Athletic Complex capital budget totals \$939,801. Of that amount, \$586,330 will be used to pay the interest and principal due on the \$8 million of debt issued to help finance recent improvements. \$120,000 has been allocated to construct additional backstops and netting to keep balls within the ballfield play areas. The remaining capital balance includes the installation of a flagpole, purchase of a golf cart, and installation of an electronic message board. The balance will be used to pay for the City's share of PFD expenses (\$8,000).

Water Utility Fund

The growth rate of the City’s Water Utility has slowed as the number of new residential and commercial structures has declined. With over

an additional 1,200 gallons per minute of groundwater.

The cost of building chlorination facilities and a water treatment plant has required an interfund loan from the Wastewater Construction Fund in the amount of \$10 million. There is a repayment



22,750 water accounts, the City’s Water Utility serves approximately 56,058 customers. As an enterprise fund, the Water Utility must be self-supporting through the collection of fees for service and system connection charges.

Each year, through the budget process, improvements to the system’s service delivery capacity are initiated. In 2007, the City completed the construction of permanent chlorination facilities at various well sites. This required a significant capital investment in equipment and facilities. Another significant project completed in 2008 is the Hawks Prairie water treatment plant next to the well and reservoir on Marvin Road. This \$12 million facility is now functioning and is capable of treating



plan in place, which includes \$525,000 principle and interest payment in 2012. In spite of the challenges acquiring additional water rights and financing essential capital improvements, Lacey continues to take aggressive steps to ensure its water system is in peak condition to guarantee the consistent delivery of high-quality water to our customers.

There are three major categories under which the Water Utility allocates revenues and expenditures. These are *Maintenance and Operations, Replacement and Capital Construction, and Debt and Reserves.*

Maintenance and Operations

The 2012 Maintenance and Operations budget

totals \$8,556,420, an \$188,303 or 2.5 percent increase over the 2011 amended budget. In recent years personnel was added to operate and maintain all the new treatment facilities including Hawks Prairie treatment plant.



The 2012 budget does not budget the addition of any personnel or new operating requirements.

However, operating a major new treatment plant, rising power costs, and adjustments to labor expenses all combine to increase production costs and subsequently impacted rates. Unfortunately, it is necessary to budget a 4.0 percent increase in water rates for 2012 to stay current with these expenses and future capital improvement program needs. As a result of this increase, a customer using 900 cubic feet of water will pay approximately \$0.94 more per month.

Water System Improvements – Replacement and Construction

Within the Water Comprehensive Plan is a schedule of system improvements determined to be necessary to maintain and meet service demands for the next several years. Replacement dollars are allocated to perform well replacements, telemetry improvements, designing waterline replacement projects for 2012, and complete waterline modifications in various service areas. Each year, 15 percent of each water sales dollar collected is set aside for water system replacement projects.

The capital budget for 2012 totals \$11,100,666 and includes the following significant projects:

ATEC Water Treatment Facility Backwash	\$ 400,000
Corrosion Control – Well #4	1,880,000
Lacey Share of the Brewery Studies	150,000
Telemetry Control Cla-Vals	200,000
Telemetry Data Management	50,000
Union Mills Altitude Valve	407,000
Well Rehabilitation – Source 7 (ATEC)	60,000
Equipping Hawks Prairie Well 2	1,200,000
Water Rights Allocation	85,000
Water Rights Mitigation	1,185,000
Transmission Line Improvement (Pacific Avenue)	80,000
College Street and 22nd Avenue Watermain Improvements	50,000
Critical Valves – Union Mills/College Street	90,000
Watermain Improvements - Ruddell Road SE	90,000
Friendship Water District	100,000
Transfer to Replacement Capital for Well #4	1,000,000
Debt Service Obligations	525,000

Revenue for system construction projects comes from General Facility Connection (GFC) charges, front footage charges, and user rates. Major system improvements are funded in large part through the assessment of the General Facility Charge (GFC) which is paid by all new customers connecting to the City's water system. The 2012 GFC fee for a standard 5/8" connection, a typical single family home meter size, will increase 6.0 percent to \$4,850. Larger meter connections will increase in proportion to the new cost of a residential meter.

Water System Debt and Reserves

Debt obligations of the Water Utility are normally secured by revenue bonds that are sold to investors. Until such time as the City sells revenue bonds, the Water Utility has the obligation to repay interim financing provided by the Wastewater Construction Fund. A principal and interest payment of \$525,000 is scheduled for 2012. The tremendous cost associated with current water system improvements will likely require issuing revenue bonds. Currently, the Council has authorized up to \$15 million in

interfund loans to meet capital improvement needs. To date \$10 million has been borrowed. Revenue to retire debt obligations comes



from user fees, connection charges, and local improvement district payments by benefiting property owners.

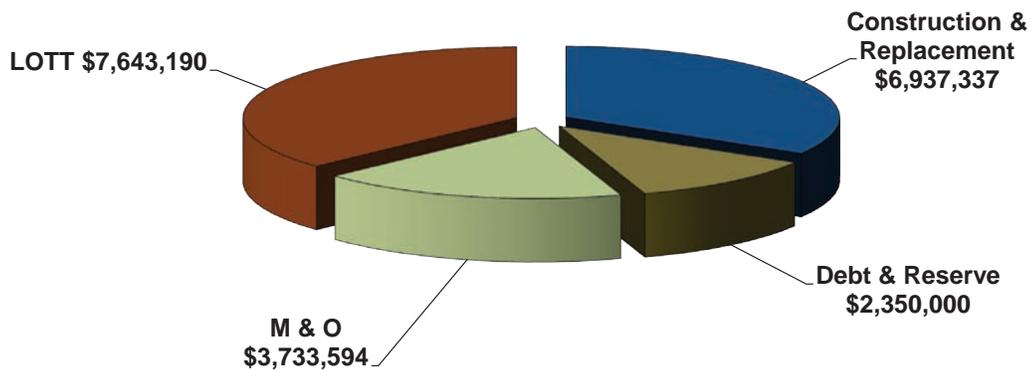
Wastewater Utility Fund

Lacey’s Wastewater Utility provides service to over 15,500 connections. Lacey is responsible for the utility’s collection system, while the

service connections or Equivalent Residential Units (ERUs) and the planned \$1.50 increase in LOTT fees which the City collects and forwards to them.

The user fee collected for LOTT (\$33.00 per month per equivalent residential unit) is the most significant expenditure or pass-through

2012 Wastewater Budget
\$20,664,121



Lacey, Olympia, Tumwater, Thurston County Clean Water Alliance aka LOTT, provides wastewater treatment services.

payment. The estimated total LOTT fee for 2012 is \$7,643,190 or 67.2 percent of the Wastewater Utility’s operating budget.

The Wastewater Utility also is divided into three major categories for budgeting and cost accounting purposes, *Maintenance and Operations, Replacement and Capital Construction, and, Debt and Reserves*. Revenue for the utility comes from monthly user fees and connection charges.



The 2012 revenues for Wastewater Utility activities that fund City operations are estimated at \$3,563,942. A rate increase of \$0.25 per month is included in this budget. Lacey’s portion of the monthly user charge will increase from \$15.75 to \$16.00 effective January 2012.

Maintenance and Operations

The 2012 maintenance and operating budget totals \$11,376,784, which is \$391,259 or 3.6 percent more than the 2011 amended budget. This increase reflects the estimate for new

Replacement and Construction Activity

Replacement and construction of wastewater facilities is funded in the capital budget. Revenue for replacement projects comes from a \$1.25

component incorporated in the monthly rates. When this is not sufficient to meet replacement needs, additional resources are allocated from

General Facility Connection (GFC) charges. The 2012 capital budget totals \$6,937,337.

Replacement and construction activity scheduled for 2012 are as follows:

Replacement Projects	
LS #10 Relocation	\$ 1,000
STEP Main Upgrade/Replacement	180,000
Upgrade Lift Station #14	260,000
Upgrade Lift Station #18	475,000
Wastewater Comprehensive Plan	450,000
Wastewater Main Rehab – 8th and Pacific at Sleater Kinney	160,000
Capital Projects	
Lift Station #9	\$ 100,000
Convert Lift Station #21	480,000

Wastewater Debt and Reserves

As of 2007, there is no outstanding debt in this utility.

Stormwater Utility Fund

The Stormwater Utility is divided into two funds. One provides for the maintenance and operation of existing facilities as well as engineering services for planning. The other fund is for the acquisition and construction of stormwater treatment facilities. Since there is no *connection*



charge for this utility, funding for construction projects and improvements must come from monthly rates not required for maintenance and operation.

The Stormwater Utility operates and maintains storm drain facilities that serve the public right of way. An emphasis is placed on remediating water quality and flooding concerns; cleaning and maintaining catch basins, storm ponds, swales, and other rainwater treatment facilities; monitoring water quality to address pollution problems; and, ensuring compliance with state and federal standards for stormwater treatment. In 2012, an emphasis will be placed on the rehabilitation of aged and under performing stormwater facilities.

The operating budget for 2012 totals \$3,754,867, which is a \$14,301 or 0.4 percent decrease

compared to the 2011 budget. Implementation of Phase 2 NPDES requirements of inspecting and monitoring stormwater treatment facilities continues to place increased demands on this utility. This budget proposes no increase to the monthly fee.

Capital Improvement Projects

Over the past several years, Lacey has taken aggressive steps to address stormwater flooding and treatment problems in the community. Lacey continues to be in the forefront of communities within the state and across the nation in addressing water quality issues associated with stormwater runoff. Lacey also takes great pride in taking steps to improve habitat, stream flows, and spawning beds to help restore salmon runs in Woodland Creek.

The 2012 budget provides for the ongoing commitment for stormwater treatment and water rights mitigation. Planned for 2012 is the preparation of a stormwater comprehensive plan that will guide future capital construction and rehabilitation projects.



As mentioned above, funding of stormwater improvement projects comes from monthly system charges. For the past several years, \$250,000 has been transferred out of the Maintenance and Operations portion of the budget into the Construction Fund. Other funding has come from grants, mitigation fees, and loans.

Reclaimed Water Fund

The City created the Reclaimed Water Fund in 2008. This fund also is divided into two functions – Maintenance and Operations and Capital Projects.

Reclaimed water is highly treated wastewater that is environmentally safe to use as irrigation water or to supplement stream flows.

The Maintenance and Operations portion of the fund will begin by addressing the planning and design of the infrastructure of this utility. This will be accomplished through professional service contracts. Development of a tradition maintenance and operation budget will not begin until such time as there is a “system” to maintain and customers to be served.

Upon completion of a comprehensive plan for this new utility, connection and user fees will be

established and implemented to fund operations and capital projects.

The 2012 budget provides \$100,000 for miscellaneous Maintenance and Operations expenditures that may arise. The capital budget totals \$1,654,785 and includes a minor reclaimed water project and the construction of the Carpenter Road Reclaimed Waterline.



*LOTT Reclaimed Water Martin Way
Plant*

Over the past two years, the City has pursued federal and state assistance in initiating its reclaimed water utility. We are pleased to report that a \$500,000 federal grant has been secured to assist with the construction of a reclaimed water conveyance system from the LOTT wastewater treatment plant to the city-owned regional 72-acre Woodland Creek Community Park. From

there, reclaimed water will be used to bolster stream flows in Woodland Creek, benefitting salmon migration and improving water quality.

General Obligation Debt Funds

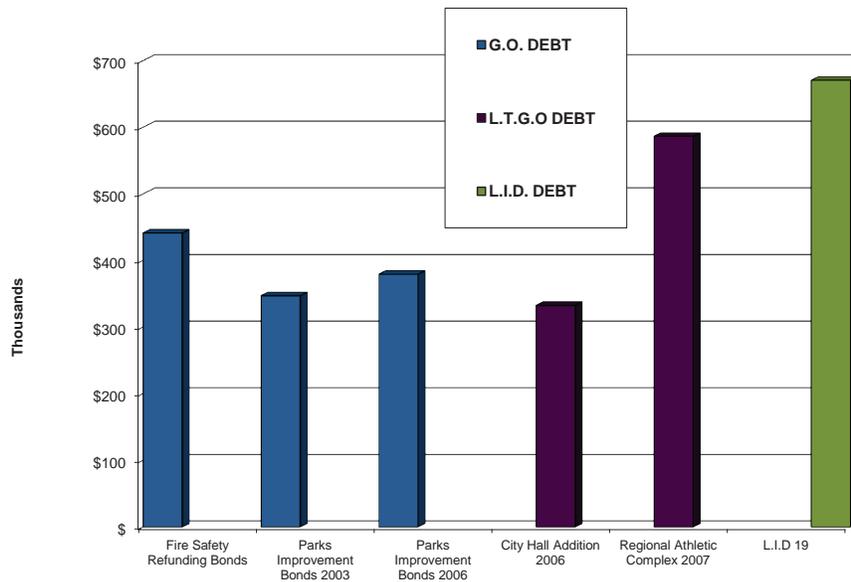
Voter Approved G. O. Debt

The General Obligation (G.O.) Debt Fund was created to provide for the payment of principal and interest on all general-purpose bonds issued by the City for facilities and equipment. When significant capital expenditures are funded by voter approval, the necessary revenue for debt

retirement comes from an excess property tax levy.

The 2012 excess levy rate for *voter approved* debt is estimated to be \$0.2728 per \$1,000 assessed value based on a \$1,167,798 levy. This includes a \$441,326 excess levy that began in 2002 and is for Fire Safety Improvements and will mature in 2021; a \$347,072 excess levy that began in 2003 for the first group of park improvements maturing in 2023; and, a \$379,400 levy that began in 2007 for the final group of parks improvement projects.

2012 Debt Service



The following table provides additional information about each G.O. Bond.

	Original Issue Amount	Jan. 1, 2012 Outstanding Balance	Maturity Date
2010 (2002) Fire Safety Refunded GO Bond	3,790,000	3,755,000	Dec. 2021
2003 Parks Improvement GO Bond	5,000,000	3,335,000	Dec. 2023
2006 Parks Improvement GO Bond	4,985,000	4,235,000	Dec. 2026
Total	13,775,000	11,325,000	

Councilmanic or L.T.G.O. Debt

State statutes permit city councils authority to issue a limited amount of debt without voter approval. This is referred to as Limited Tax General Obligation (L.T.G.O.) bonded indebtedness. Income to pay annual principal and interest obligations must come from general revenue sources of the City. L.T.G.O. debt has been issued in the past to construct the Library, Community Center, and an addition to City Hall. Some of the revenue from property, sales, business and occupation, and utility taxes was committed to debt retirement.

As a result of good fiscal management, the City was able to pay off all outstanding L.T.G.O. debt in 2005 saving \$433,019 in interest payments. However, new L.T.G.O. debt of \$3.5 million was issued in December 2006 to assist in the financing to construct a much needed 25,000 square foot addition to City Hall. \$332,600 of Sales Tax revenue is allocated in the 2012 budget toward retiring this debt obligation.

Local Improvement District Bond Fund

One of the tools available to assist property

owners finance public improvements in their neighborhood is the formation of a special taxing district called a Local Improvement District (L.I.D.). This is accomplished by petitioning the City Council to hold a public hearing for the purpose of creating a *benefit district*. When these improvements are solely for the purpose of water or wastewater services, it is referred to as a Utility Local Improvement District (U.L.I.D.) and is accounted for in the utility debt portion of the budget. Transportation improvements funded through this mechanism are referred to as Local Improvement Districts (LIDs). In either case, benefiting property owners are assessed for their portion of improvement costs and are required to make annual payments to the City until their assessment is paid in full.

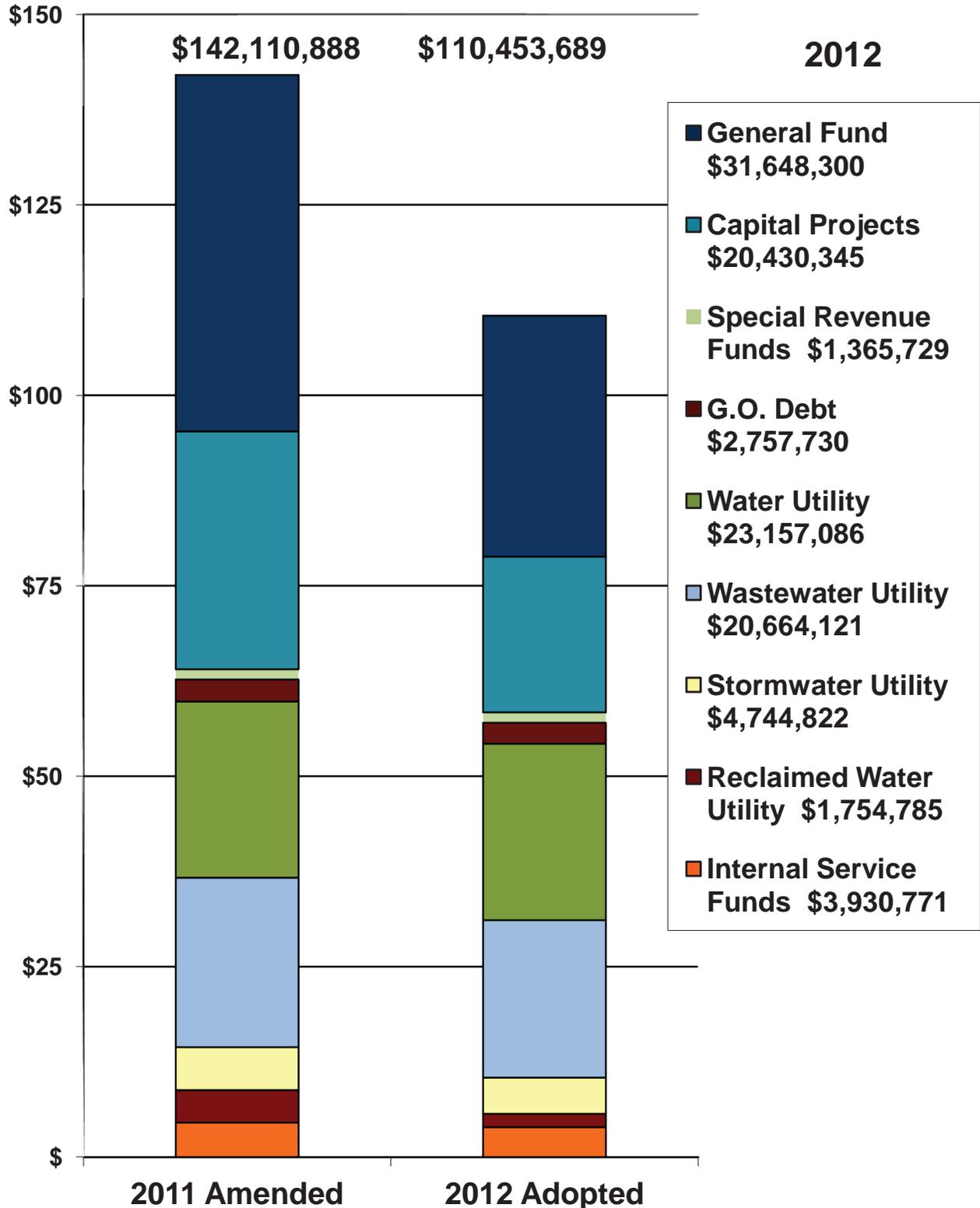
The L.I.D. Fund has only one active transportation improvement taxing district in the 2012 budget: L.I.D. #19 - Northeast Lacey Transportation Improvements.

Assessments receivable scheduled for 2012 total \$670,000 and will provide the revenue necessary to meet all debt obligations. No City funds are used to pay L.I.D. debt.



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2011 - 2012 Comparison Total City Budget



Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Revenue Summary by Fund</i>			
Current Expense Fund	30,302,375	34,822,644	26,262,052
Criminal Justice Fund	616,492	567,303	585,615
Community Buildings Fund	252,208	522,254	511,611
City Street Fund	2,887,275	2,604,847	2,673,666
Arterial Street Fund	7,189,003	19,146,910	16,777,351
Regional Athletic Complex Fund	921,363	938,255	912,329
Lodging Tax Fund	349,810	405,500	453,400
Community Block Grant Fund	326,066	55,400	44,800
General Obligation Bonds Fund	5,976,317	2,123,685	2,087,230
L.I.D. Debt Fund	558,002	768,560	670,500
Building Improvement Fund	8,758	6,197,752	1,690,000
Capital Equipment Fund	1,991,830	8,284,826	1,615,356
Parks & Open Space Fund	2,315,070	4,969,047	978,393
Regional Athletic Complex Capital Fund	838,007	903,354	939,801
Water Utility Fund	7,643,865	8,368,117	8,556,420
Wastewater Utility Fund	10,470,267	10,985,525	11,376,784
Stormwater Utility Fund	3,717,962	3,769,168	3,754,867
Reclaimed Water Utility Fund	-	100,000	100,000
Water Capital Fund	4,040,711	11,252,908	11,100,666
Wastewater Capital Fund	1,744,481	8,911,649	6,937,337
Stormwater Capital Fund	252,459	1,871,300	989,955
Reclaimed Water Capital fund	5,015	4,167,965	1,654,785
Water Debt Fund	1,353,615	3,500,000	3,500,000
Wastewater Debt Fund	1,597,004	2,350,000	2,350,000
Equipment Rental Fund	1,868,806	2,752,044	2,159,620
Information Mgmt Services Fund	1,513,841	1,771,875	1,771,151
Total Revenues	88,740,602	142,110,888	110,453,689

Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Expenditure Summary by Fund</i>			
City Council	169,871	186,219	195,794
Contracted Services	6,829,801	1,934,406	1,959,331
City Manager	455,762	511,118	483,516
Personnel Department	529,426	732,400	715,618
Comm Services & Public Affairs	401,144	433,227	446,627
Finance	653,257	746,161	728,477
Legal Services	435,408	453,175	462,353
Common Facilities	1,724,851	1,938,195	2,007,063
Police	7,838,944	8,358,145	8,584,511
P.W.-Support Services	72,213	84,239	80,076
P.W.-Engineering	2,496,277	2,646,590	2,725,510
P.W.-Parks Maintenance	2,018,201	2,237,160	2,318,097
P.W.-Facilities Maintenance	334,508	403,744	432,546
Planning & Comm Development	1,648,632	1,957,304	1,884,367
P.W.- Water Resources	850,032	953,065	990,243
Parks & Recreation	1,980,542	2,180,168	2,147,923
Other Operating Transfers/Unencumbered	100,000	9,067,328	100,000
Current Expense Fund	28,538,869	34,822,644	26,262,052
Criminal Justice Fund	543,142	567,303	585,615
Community Buildings Fund	408,932	522,254	511,611
City Street Fund	2,579,135	2,604,847	2,673,666
Arterial Street Fund	5,543,147	19,146,910	16,777,351
Regional Athletic Complex Fund	800,644	938,255	912,329
Lodging Tax Fund	357,502	405,500	453,400
Community Block Grant Fund	300,728	55,400	44,800
General Obligation Bonds Fund	5,985,702	2,123,685	2,087,230
L.I.D. Debt Fund	535,648	768,560	670,500
Building Improvement Fund	102,530	6,197,752	1,690,000
Capital Equipment Fund	1,266,838	8,284,826	1,615,356
Parks & Open Space Fund	693,089	4,969,047	978,393
Regional Athletic Complex Capital Fund	698,102	903,354	939,801
Water Utility Fund	7,233,904	8,368,117	8,556,420
Wastewater Utility Fund	10,373,477	10,985,525	11,376,784
Stormwater Utility Fund	3,407,491	3,769,168	3,754,867
Reclaimed Water Utility Fund	-	100,000	100,000
Water Capital Fund	594,423	11,252,908	11,100,666

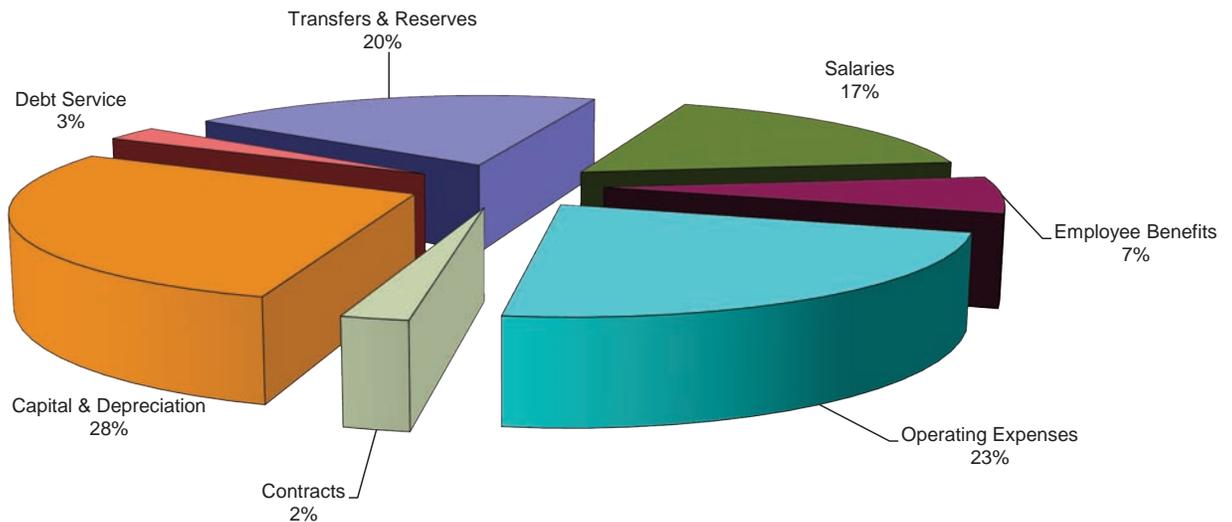
Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Expenditure Summary by Fund</i>			
Wastewater Capital Fund	52,979	8,911,649	6,937,337
Stormwater Capital Fund	21,723	1,871,300	989,955
Reclaimed Water Capital Fund	120,000	4,167,965	1,654,785
Water Debt Fund	3,041,157	3,500,000	3,500,000
Wastewater Debt Fund	1,638,476	2,350,000	2,350,000
Equipment Rental Fund	1,645,926	2,752,044	2,159,620
Information Mgmt Services Fund	1,567,758	1,771,875	1,771,151
Total Expenditures	78,051,322	142,110,888	110,453,689

Budget At A Glance 2012 Budget Comparison to 2011 Amended Budget				
	2011 Amended	2012 Adopted	Dollar Difference	Percent Difference
General Fund				
Current Expense Fund:				
City Council	186,219	195,794	9,575	5.14%
Contract Services	1,934,406	1,959,331	24,925	1.29%
City Manager	511,118	483,516	(27,602)	-5.40%
Human Resources	732,400	715,618	(16,782)	-2.29%
Comm. Services & Public Affairs	433,227	446,627	13,400	3.09%
Finance	746,161	728,477	(17,684)	-2.37%
City Attorney	453,175	462,353	9,178	2.03%
Common Facilities	1,938,195	2,007,063	68,868	3.55%
Police	8,358,145	8,584,511	226,366	2.71%
Public Works - Support Services	84,239	80,076	(4,163)	-4.94%
Public Works -Engineering	2,646,590	2,725,510	78,920	2.98%
Public Works - Parks Maintenance	2,237,160	2,318,097	80,937	3.62%
Public Works - Facilities Maintenance	403,744	432,546	28,802	7.13%
Community Development	1,957,304	1,884,367	(72,937)	-3.73%
Public Works - Water Resources	953,065	990,243	37,178	3.90%
Parks & Recreation	2,180,168	2,147,923	(32,245)	-1.48%
Sub-total Without Transfer	25,755,316	26,162,052	406,736	1.58%
Operating Tranfers - Transfer Out	9,067,328	100,000	(8,967,328)	-98.90%
Total Current Expense Fund	34,822,644	26,262,052	(8,560,328)	-24.58%
Criminal Justice Fund:				
Criminal Justice - Police	567,303	585,615	18,312	3.23%
Community Buildings Fund:				
Community Buildings	522,254	511,611	(10,643)	-2.04%
City Street Fund:				
Public Works - Street Maintenance	2,604,847	2,673,666	68,819	2.64%
Capital Equipment Fund:				
Capital Equipment/Projects	7,434,826	765,356	(6,669,470)	-89.71%
Transfers	850,000	850,000	-	0.00%
Total Capital Equipment Fund	8,284,826	1,615,356	(6,669,470)	-80.50%
Total General Fund	46,801,874	31,648,300	(15,153,574)	-32.38%
General Fund less Transfers Out	37,734,546	31,548,300	(6,183,246)	-16.39%
Capital Projects & Special Funds				
Arterial Street Fund	19,146,910	16,777,351	(2,369,559)	-12.38%
Regional Athletic Complex	938,255	912,329	(25,926)	-2.76%
Lodging Tax Fund	405,500	453,400	47,900	11.35%
Community Block Grant Fund	55,400	44,800	(10,600)	-19.13%
Building Improvement Fund	6,197,752	1,690,000	(4,507,752)	-72.73%
Parks & Open Space/R.A.C. Fund	4,969,047	978,393	(3,990,654)	-80.31%
Regional Athletic Complex - Capital	903,354	939,801	36,447	4.03%
Total Capital Projects & Special Funds	32,616,218	21,796,074	(10,820,144)	-33.17%
General Obligation Debt Funds				
General Obligation - Tax Supported	1,164,635	1,167,800	3,165	0.27%
Limited Tax G. O. and Loans	959,050	919,430	(39,620)	-4.13%
Local Improvement District Debt	768,560	670,500	(98,060)	-12.76%
Total G.O. and L.I.D. Debt	2,892,245	2,757,730	(134,515)	-4.65%

Budget At A Glance 2012 Budget Comparison to 2011 Amended Budget				
	2011 Amended	2012 Adopted	Dollar Difference	Percent Difference
Enterprise Funds				
Water Utility:				
Maintenance & Operations	8,368,117	8,556,420	188,303	2.25%
Capital Projects & Reserves	11,252,908	11,100,666	(152,242)	-1.35%
Debt & Debt Reserves	3,500,000	3,500,000	-	0.00%
Total Water Utility	23,121,025	23,157,086	36,061	0.16%
Wastewater Utility:				
Maintenance & Operations	10,985,525	11,376,784	391,259	3.56%
Capital Projects & Reserves	8,911,649	6,937,337	(1,974,312)	-22.15%
Debt & Debt Reserves	2,350,000	2,350,000	-	0.00%
Total Wastewater Utility	22,247,174	20,664,121	(1,583,053)	-7.12%
Stormwater Utility:				
Maintenance & Operations	3,769,168	3,754,867	(14,301)	-0.38%
Capital Projects & Reserves	1,871,300	989,955	(881,345)	-47.10%
Total Stormwater Utility	5,640,468	4,744,822	(895,646)	-15.88%
Reclaimed Water Utility:				
Maintenance & Operations	100,000	100,000	-	0.00%
Capital Projects & Reserves	4,167,965	1,654,785	(2,513,180)	-60.30%
Total Reclaimed Water Utility	4,267,965	1,754,785	(2,513,180)	-58.88%
Total Enterprise Funds	55,276,632	50,320,814	(4,955,818)	-8.97%
Internal Service Funds				
Equipment Rental Fund	2,752,044	2,159,620	(592,424)	-21.53%
Information Services Fund	1,771,875	1,771,151	(724)	-0.04%
Total Internal Service Funds	4,523,919	3,930,771	(593,148)	-13.11%
Total All Funds	142,110,888	110,453,689	(31,657,199)	-22.28%
Total All Funds less Transfer Out - General Fund	133,043,560	110,353,689	(22,689,871)	-17.05%

2012 SUMMARY OF EXPENDITURES BY BUDGET CLASSIFICATION						
Classification	General Fund	Capital Projects & Special Funds	G.O. & L.I.D. Debt Funds	Enterprise Funds	Internal Service Funds	Total
Salaries	14,428,473	358,568	-	3,635,417	931,233	19,353,691
Employee Benefits	5,111,818	130,800	-	1,603,171	386,878	7,232,667
Operating Supplies	803,347	152,423	-	804,805	873,700	2,634,275
Professional Services	1,474,215	47,000	-	2,714,524	21,750	4,257,489
Communications	272,500	5,300	-	127,455	24,620	429,875
Training/Travel	160,589	2,950	-	63,608	34,650	261,797
Advertising	54,150	-	-	-	-	54,150
Rentals/Internal Service Charges	3,039,685	94,133	-	992,740	6,984	4,133,542
Insurance	450,318	26,977	-	144,946	29,567	651,808
Utilities	1,062,300	125,179	-	8,706,590	-	9,894,069
Repairs & Maintenance	114,901	7,000	-	279,058	57,346	458,305
Other Miscellaneous	776,255	229,899	-	1,017,651	258,239	2,282,044
Contractual Services	2,144,001	-	-	382,059	16,471	2,542,631
Capital Equipment & Projects	623,355	11,887,655	-	9,551,815	386,406	22,449,231
Debt Service	182,393	-	2,757,230	-	-	2,939,623
Depreciation	-	-	-	7,500,000	902,927	8,402,927
Operating Transfers Out	950,000	1,474,421	-	2,593,547	-	5,017,968
Estimated Ending Fund Balance	-	7,253,769	500	10,203,428	-	17,457,697
Total Budget	31,648,300	21,796,074	2,757,730	50,320,814	3,930,771	110,453,689

2012 Summary of Expenditures
by Budget Classification



FTE'S By Department	Actual 2007	Actual 2008	Actual 2009	Actual 2010	Actual 2011	Adopted 2012
<u>FTE SUMMARY BY CLASSIFICATION - GENERAL GOVERNMENT</u>						
<u>CITY MANAGER DEPARTMENT</u>						
City Manager	1.00	1.00	1.00	1.00	1.00	1.00
City Clerk	1.00	1.00	1.00	1.00	1.00	1.00
Deputy City Clerk/Admin Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Department Assistant II	0.50	-	-	-	-	-
Department Assistant III	-	0.50	0.50	0.50	0.50	0.50
Total Department	3.50	3.50	3.50	3.50	3.50	3.50
<u>HUMAN RESOURCES DEPARTMENT</u>						
Director-Human Resources	1.00	1.00	1.00	1.00	1.00	1.00
Human Resources Analyst	2.00	2.00	2.00	2.00	2.00	2.00
Management Analyst	1.00	1.00	1.00	1.00	1.00	1.00
Department Assistant II	1.00	-	-	-	-	-
Department Assistant III	-	1.00	1.00	1.00	1.00	1.00
Total Department	5.00	5.00	5.00	5.00	5.00	5.00
<u>COMM. SERVICES & PUBLIC AFFAIRS</u>						
Director-Assistant City Manager	1.00	1.00	1.00	1.00	1.00	1.00
Senior Management Analyst	1.00	1.00	1.00	1.00	1.00	1.00
Management Analyst	-	1.00	1.00	1.00	1.00	1.00
Department Assistant II	0.50	-	-	-	-	-
Department Assistant III	-	0.50	0.50	0.50	0.50	0.50
Total Department	2.50	3.50	3.50	3.50	3.50	3.50
<u>FINANCE DEPARTMENT</u>						
Director-Finance	1.00	1.00	1.00	1.00	1.00	1.00
Financial Services Manager	1.00	1.00	1.00	1.00	1.00	-
Accounting Manager	1.00	1.00	1.00	1.00	1.00	1.00
Senior Accountant	1.00	1.00	1.00	1.00	1.00	1.00
Accountant	-	-	-	-	-	1.00
Payroll/Accounting Svc Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Accounting Technician	-	1.00	1.00	1.00	1.00	1.00
Department Assistant III	1.00	2.00	2.00	2.00	3.00	3.00
Department Assistant II	2.00	1.00	1.00	1.00	1.00	1.00
Department Assistant I	1.00	-	-	-	-	-
Total Department	9.00	9.00	9.00	9.00	10.00	10.00
<u>INFORMATION SERVICES</u>						
Information Services Manager	1.00	1.00	1.00	1.00	1.00	1.00
IS Tech Project Administrator	-	-	-	1.00	1.00	1.00
Systems Application Specialist	3.00	3.00	3.00	3.00	3.00	3.00
GIS Coordinator	-	1.00	1.00	1.00	1.00	1.00
Web Developer	-	1.00	1.00	1.00	1.00	1.00
Application Support Specialist	1.00	1.00	1.00	-	-	-
Computer Support Technician	1.00	1.00	1.00	1.00	1.00	1.00
Help Desk Tech Support	1.00	1.00	1.00	1.00	1.00	1.00
Total Department	7.00	9.00	9.00	9.00	9.00	9.00
<u>COMMUNITY DEVELOPMENT</u>						
Director-Community Development	1.00	1.00	1.00	1.00	1.00	1.00
Building Official	1.00	1.00	1.00	1.00	1.00	1.00
Assist Bldg Code Official (Unfunded 2011/2012)	1.00	1.00	1.00	1.00	1.00	1.00
Building Code Compliance Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Building/Fire Code Inspector	1.00	1.00	1.00	1.00	1.00	1.00
Building Code Specialist II	2.00	2.00	2.00	2.00	2.00	2.00
Building Code Specialist I	1.00	1.00	1.00	1.00	1.00	1.00
Electrical Inspector	1.00	1.00	1.00	1.00	1.00	1.00

FTE'S By Department	Actual 2007	Actual 2008	Actual 2009	Actual 2010	Actual 2011	Adopted 2012
<u>FTE SUMMARY BY CLASSIFICATION - GENERAL GOVERNMENT</u>						
<u>COMMUNITY DEVELOPMENT</u>						
Principal Planner (1 position unfunded)	1.00	2.00	2.00	2.00	2.00	2.00
Senior Planner	1.00	-	-	-	-	-
Associate Planner	2.00	2.00	2.00	3.00	3.00	3.00
Assistant Planner	1.00	1.00	1.00	-	-	-
Land Management Database Specialist	-	1.00	1.00	1.00	1.00	1.00
Department Assistant III	3.00	2.00	2.00	2.00	2.00	2.00
Department Assistant II	0.75	0.75	0.75	0.75	0.75	0.75
Total Department	17.75	17.75	17.75	17.75	17.75	17.75
<u>PARKS & RECREATION</u>						
Director-Parks & Recreation	1.00	1.00	1.00	1.00	1.00	1.00
Facilities Manager (RAC)	-	-	1.00	1.00	1.00	1.00
Recreation Supervisor II (1 unfunded)	5.00	5.00	5.00	5.00	5.00	5.00
Recreation Coordinator	3.00	3.00	3.00	4.00	4.00	4.00
Recreation Assistant	2.00	2.00	2.00	1.00	1.00	1.00
Department Assistant III	1.00	1.00	1.00	1.00	1.00	1.00
Department Assistant II	2.00	2.00	2.00	2.00	2.00	2.00
Department Assistant I	-	-	-	-	-	-
Museum Curator	-	0.88	1.00	1.00	1.00	1.00
Total Department	14.00	14.88	16.00	16.00	16.00	16.00
<u>POLICE DEPARTMENT</u>						
Chief	1.00	1.00	1.00	1.00	1.00	1.00
Commander	2.00	2.00	2.00	2.00	3.00	3.00
Lieutenant	5.00	5.00	5.00	5.00	2.00	2.00
*Sergeant	6.00	6.00	7.00	7.00	7.00	7.00
Police Officer/Detective	5.00	5.00	5.00	5.00	5.00	5.00
Police Officer (1 unfunded officer)	32.00	35.00	36.00	36.00	37.00	37.00
Customer Services Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
Management Analyst	1.00	1.00	1.00	1.00	1.00	1.00
Police Services Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Evidence/Property Tech	1.00	1.00	1.00	1.00	1.00	1.00
Department Assistant II	5.00	5.00	5.00	5.00	5.00	5.00
Community Service Officer (3 unfunded)	5.28	5.28	5.28	5.28	5.28	5.28
Total Department	65.28	68.28	70.28	70.28	69.28	69.28
* 1 salary reimbursed officer at WCJTC						
<u>PUBLIC WORKS DEPARTMENT- ENGINEERING DIVISION</u>						
<u>ADMINISTRATION</u>						
Director-Public Works	1.00	1.00	1.00	1.00	1.00	1.00
Department Assistant III (1 position unfunded)	2.00	2.00	2.00	2.00	2.00	2.00
Management Analyst	1.00	1.00	1.00	1.00	1.00	1.00
Total Department	4.00	4.00	4.00	4.00	4.00	4.00
<u>ENGINEERING</u>						
City Engineer	1.00	1.00	1.00	1.00	1.00	1.00
Project Administrator	1.00	1.00	1.00	1.00	1.00	1.00
Transportation Design Services Manager	1.00	1.00	1.00	1.00	1.00	1.00
Civil Engineer (1 position unfunded)	3.00	3.00	3.00	3.00	3.00	3.00
Construction/Design Manager	1.00	1.00	1.00	1.00	1.00	1.00
City Surveyor	1.00	1.00	1.00	1.00	1.00	1.00
Development Review Engineer	1.00	1.00	1.00	1.00	1.00	1.00
Engineering Technician III (1 unfunded)	15.00	16.00	16.00	16.00	16.00	16.00
Engineering Technician II	1.00	-	-	-	-	-
Total Department	25.00	25.00	25.00	25.00	25.00	25.00

FTE'S By Department	Actual 2007	Actual 2008	Actual 2009	Actual 2010	Actual 2011	Adopted 2012
<u>FTE SUMMARY BY CLASSIFICATION - GENERAL GOVERNMENT CONT.</u>						
<u>WATER RESOURCE</u>						
Water Resource Manager	1.00	1.00	1.00	1.00	1.00	1.00
Sr Civil Engineer/Utilities	1.00	1.00	1.00	1.00	1.00	1.00
Water Resource Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Water Quality Analyst	1.00	1.00	1.00	1.00	1.00	1.00
Engineering Tech III	1.00	2.00	2.00	2.00	2.00	2.00
Civil Engineer	3.00	3.00	3.00	3.00	3.00	3.00
Total Department	8.00	9.00	9.00	9.00	9.00	9.00
Total Engineering Division	37.00	38.00	38.00	38.00	38.00	38.00
<u>OPERATIONS DIVISION</u>						
<u>ADMINISTRATION</u>						
Operations Manager	1.00	1.00	1.00	1.00	1.00	1.00
Department Assistant III	1.00	1.00	1.00	1.00	1.00	1.00
Total Department	2.00	2.00	2.00	2.00	2.00	2.00
<u>EQUIPMENT RENTAL</u>						
Equipment Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
Equipment Mechanic	1.00	1.00	2.00	2.00	2.00	2.00
Total Department	2.00	2.00	3.00	3.00	3.00	3.00
<u>PARKS MAINTENANCE</u>						
Parks Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
Senior Maintenance Technician (includes 1 at RAC)	2.00	2.00	3.00	3.00	3.00	3.00
Maint Tech Journey Level (Includes 1 at RAC)	11.00	10.00	11.00	11.00	11.00	11.00
Horticulture Technician	-	1.00	1.00	1.00	1.00	1.00
Maintenance Assistant	-	-	-	-	-	-
Total Department	14.00	14.00	16.00	16.00	16.00	16.00
<u>FACILITIES MAINTENANCE</u>						
Senior Facilities Maintenance Technician	1.00	1.00	1.00	1.00	1.00	1.00
Total Department	1.00	1.00	1.00	1.00	1.00	1.00
<u>CITY STREETS</u>						
Elec/Streets/Strmwtr Maint. Supervisor	0.50	0.50	0.50	0.50	0.50	0.50
Senior Maintenance Technician	2.00	2.00	2.00	2.00	2.00	2.00
Maintenance Technician Journey Level	6.00	6.00	6.00	6.00	6.00	6.00
Sr. Electrical Maintenance Technician	1.00	1.00	1.00	1.00	1.00	1.00
Sweeper Operator	0.18	-	-	-	-	-
Maintenance Assistant	-	-	-	-	-	-
Electrical Maintenance Technician	2.00	2.00	2.00	2.00	2.00	2.00
Total Department	11.68	11.50	11.50	11.50	11.50	11.50
Total Operations Division	30.68	30.50	33.50	33.50	33.50	33.50
Total PW Dept (General Governmental)	67.68	68.50	71.50	71.50	71.50	71.50
Total General Government	191.71	199.41	205.53	205.53	205.53	205.53

FTE'S By Department	Actual 2007	Actual 2008	Actual 2009	Actual 2010	Actual 2011	Adopted 2012
<u>FTE SUMMARY BY CLASSIFICATION - ENTERPRISE FUNDS</u>						
CUSTOMER SERVICE-FINANCE						
<u>WATER DIVISION</u>						
Customer Service Supervisor	0.80	0.80	0.80	0.80	0.80	0.80
Meter Reader	2.75	1.75	1.75	1.75	1.75	1.75
Department Assistant II	0.90	-	-	-	-	-
Department Assistant III	-	0.90	0.90	0.90	0.90	0.90
<u>WASTEWATER DIVISION</u>						
Customer Service Supervisor	0.20	0.20	0.20	0.20	0.20	0.20
Meter Readers	0.25	0.25	0.25	0.25	0.25	0.25
Department Assistant II	0.10	-	-	-	-	-
Department Assistant III	-	0.10	0.10	0.10	0.10	0.10
Total Customer Service-Finance	5.00	4.00	4.00	4.00	4.00	4.00
PUBLIC WORKS OPERATIONS						
<u>WATER DIVISION</u>						
Department Assistant III	1.00	1.00	1.00	1.00	1.00	1.00
Water/Wastewater Maint. Supervisor	0.50	0.50	0.50	0.50	0.50	0.50
Senior Maintenance Technician	1.50	1.50	1.50	1.50	1.50	1.50
Quality Control Technician	1.00	1.00	1.00	1.00	1.00	1.00
Sr.Utility Control Tech/Plant Operations Tech	0.50	1.00	1.00	1.00	1.00	1.00
Maint. Tech Control Spec. Plant Operator	-	1.00	1.00	1.00	1.00	1.00
Maintenance Tech Control Specialist JL	5.00	3.00	3.00	3.00	3.00	3.00
Maintenance Tech. Plant Operator JL	1.00	-	-	-	-	-
Maintenance Technician Journey Level	9.00	11.00	11.00	11.00	11.00	11.00
Water Treatment Plant Operator	-	2.00	2.00	2.00	2.00	2.00
Total Department	19.50	22.00	22.00	22.00	22.00	22.00
<u>WASTEWATER DIVISION</u>						
Water/Wastewater Maint. Supervisor	0.50	0.50	0.50	0.50	0.50	0.50
Senior Maintenance Technician	2.50	1.50	1.50	1.50	1.50	1.50
Senior Electrical Control Technician	-	1.00	1.00	1.00	1.00	1.00
Quality Control Technician	-	-	-	-	-	-
Utility Control Technician	0.50	-	-	-	-	-
Maintenance Tech Control Specialist JL	1.00	1.00	1.00	1.00	1.00	1.00
Maintenance Technician Journey Level	11.00	10.00	10.00	10.00	10.00	10.00
Total Department	15.50	14.00	14.00	14.00	14.00	14.00
<u>STORMWATER DIVISION</u>						
Elec/Streets/Stormwater Maint. Supervisor	0.50	0.50	0.50	0.50	0.50	0.50
Senior Maintenance Technician	1.00	1.00	1.00	1.00	1.00	1.00
Stormwater Code Compliance Specialist	-	-	-	1.00	1.00	1.00
Maintenance Technician Journey Level	3.00	4.00	4.00	3.00	3.00	3.00
Sweeper Operator	0.82	1.00	1.00	1.00	1.00	1.00
Maintenance Assistant	-	-	-	-	-	-
Total Department	5.32	6.50	6.50	6.50	6.50	6.50
Total Operations	40.32	42.50	42.50	42.50	42.50	42.50
TOTAL ENTERPRISE FUNDS	45.32	46.50	46.50	46.50	46.50	46.50
TOTAL CITY FTE'S	237.03	245.91	252.03	252.03	252.03	252.03
Salary information available upon request. Contact Human Resource Department						

2012 Capital Budget	
Department/Description	Adopted Budget
<u>City Manager/HR/CS&PA</u>	
Laptop	2,704
Video Editing Software	1,000
<u>Finance - IS</u>	
Expand storage area network (SAN)	11,467
<u>Common Facilities - Maint. Center</u>	
Computer for Projector	2,838
Chairs for lunchroom and conference room	2,500
New shared forklift	14,350
<u>PW - Admin/Support Services</u>	
Soundproofing pictures (6)/Council Photos	7,800
RAC Capital:	
Flagpole	4,022
Fencing and netting for RAC carryforward	120,000
Used golf cart to be used as a utility vehicle	5,717
RAC visual display board	80,000
<u>Parks & Recreation</u>	
Office furniture for Recreation Coordinator	2,500
Recreation equipment (reserves)	16,670
Senior Center Expansion Project	1,600,000
Lacey Community Center hardwood floor sanding/refinishing	14,755
Lacey Community Center furniture re-upholstery	5,052
Jacob Smith House improvements A&E	30,000
Lacey Museum at the Depot	50,000
Replace play equipment at Homann Park	65,000
Wood fiber safety zone under play equipment (11 parks)	9,000
Woodland trailhead	25,000
Monument sign for Lake Lois Park	9,000
<u>PW - City Streets</u>	
Replace 2 sanders (upgrades for deicer tanks)	23,000
New computer and software (sign database)	2,904
Metal shear	5,400
(2) 2000 watt portable generators	3,000
<u>PW - Water M&O</u>	
Replace Radix Handheld Meter Reading System	6,000
Data Collection Unit Replacement	40,500
<u>PW - Wastewater M&O</u>	
Replace Wastewater SCADA with digital equipment	26,000
Total Capital	2,186,179

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Current Expense Fund - Revenues</i>				
Revenues				
001-0000-308.00-00	Estimated Beginning Cash	-	8,363,992	-
001-0000-311.10-00	Property Taxes-Current	9,043,036	4,491,789	4,731,073
001-0000-311.15-00	Property Taxes-Delinquent	193,437	150,000	150,000
001-0000-313.10-00	Sales Taxes	7,831,494	7,698,052	7,990,758
001-0000-316.10-00	Business & Occupation Tax	1,653,093	1,737,813	1,553,381
001-0000-316.20-00	Admissions Tax	334,170	375,000	330,000
001-0000-316.41-00	Utility Tax/Electric	319,780	508,562	547,347
001-0000-316.42-00	Utility Tax/Water-Private	505	887	899
001-0000-316.43-00	Utility Tax/Gas	120,498	174,098	215,249
001-0000-316.45-00	Utility Tax/Solid Waste	47,393	66,451	76,629
001-0000-316.47-01	Utility Tax/Telephone	233,785	400,402	376,315
001-0000-316.52-00	Utility Tax/Olympia City	225	150	191
001-0000-316.70-00	Utility Tax/Lacey Utility	-	320,999	278,817
001-0000-316.72-00	Water	75,730	-	-
001-0000-316.74-00	Wastewater	98,235	-	-
001-0000-316.78-00	Stormwater	18,352	-	-
001-0000-317.20-00	Leasehold Excise Taxes	2,417	5,750	6,250
001-0000-317.51-00	Punch Board & Pull Tabs	90,678	93,408	105,482
001-0000-317.53-00	Amusement Games	107	100	100
001-0000-317.54-00	Card Games	332,110	335,080	488,109
001-0000-319.60-00	B & O Penalties	463	1,000	1,000
001-0000-321.60-00	Professional & Occupation	2,715	4,000	4,000
001-0000-321.70-00	Amusement Licenses	3,990	750	750
001-0000-321.90-00	Business Licenses	11,225	10,000	10,000
001-0000-321.91-00	Franchise Fees	584,004	550,980	619,628
001-0000-322.10-00	Building Permits	525,725	460,000	500,000
001-0000-322.11-00	Mechanical Permits	52,517	46,000	46,000
001-0000-322.12-00	Plumbing Permits	65,885	60,000	60,000
001-0000-322.13-00	Electrical Permits	109,423	95,000	100,000
001-0000-322.14-00	Tree Protection Fees	8,608	4,000	7,500
001-0000-322.40-00	Street & Curb Permits	16,952	18,000	20,000
001-0000-322.90-00	Gun Permits	6,019	6,000	6,000
001-0000-322.91-00	Farmers Market Proceeds	5,834	7,500	7,500
001-0000-331.16-72	Law Enforce Grant-Vests	1,709	-	-
001-0000-332.99-99	HITDA Grant	39,357	-	-
001-0000-333.10-55	Child Nutrition Program	-	70,000	70,000
001-0000-333.15-90	DOI-National Parks Svc	-	8,000	-

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Current Expense Fund - Revenues</i>				
Revenues				
001-0000-333.16-00	DOJ	237,916	-	-
001-0000-333.20-60	CFDA 20.60X	34,176	42,895	42,895
001-0000-333.45-02	Arts Commission	-	1,000	-
001-0000-334.02-31	DNR - Wonderwood Prk	-	10,000	-
001-0000-334.03-51	WTSC Grant	36,528	-	-
001-0000-334.04-21	DU - Commerce	73,701	-	-
001-0000-334.04-90	Health - WREMS Prevention	259	-	-
001-0000-334.05-40	Work Study	4,192	3,000	3,000
001-0000-334.05-80	Arts Commission	-	500	-
001-0000-336.94-00	Liquor Excise Tax	195,224	199,847	214,578
001-0000-336.95-00	Liquor Board Profits	313,964	294,554	265,118
001-0000-337.05-00	AWC Wellness Grant	500	-	-
001-0000-337.14-00	Thurs Cty Board of Comm.	-	5,000	-
001-0000-338.21-00	Law Enforcement Service	716	-	-
001-0000-338.27-00	NTPS Security Contract	185,000	135,000	135,000
001-0000-338.37-00	Inspection Services	424	-	-
001-0000-338.39-00	Animal Services Admin	80,621	80,621	88,456
001-0000-338.40-00	Drug Unit Services	152,034	120,000	-
001-0000-338.74-00	Lydia Hawk Summer Program	20,000	20,000	10,000
001-0000-339.18-11	DOE / EECBG	38,390	-	-
001-0000-339.21-65	DOJ/ Violence Against WM	52,662	-	-
001-0000-339.21-68	DU - DOJ Byrne JAG	77,741	-	-
001-0000-341.50-00	Sales of Maps/Publication	584	750	750
001-0000-341.53-00	Notary Services	150	-	-
001-0000-341.55-00	Other Taxable Fees	5,134	4,500	4,500
001-0000-341.99-00	Passport Fees	29,100	30,000	30,000
001-0000-342.11-00	Criminal Justice Training	133,389	130,000	100,000
001-0000-342.14-00	Polygraph - Document Fees	300	-	-
001-0000-342.40-00	Overtime-Police Services	53,964	45,000	50,000
001-0000-345.81-00	Zoning & Subdivision Fees	50,285	42,500	50,000
001-0000-345.83-00	Plan Checking Fees	213,648	175,000	200,000
001-0000-345.83-01	Plan Check Fees-Streets	6,708	10,000	10,000
001-0000-345.83-02	Inspection Svs-Streets	3,244	6,500	6,500
001-0000-347.60-20	Youth & Teen Programs	172,612	147,675	155,000
001-0000-347.60-40	Aquatics Programs	186,714	173,710	176,710
001-0000-347.60-50	Physical Activities Prog	222,407	155,750	144,600
001-0000-347.60-60	Cultural Arts & Educ Prog	67,595	51,000	51,000

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Current Expense Fund - Revenues</i>				
Revenues				
001-0000-347.60-70	Outdoor Activities Prog	17,431	32,840	23,100
001-0000-347.60-80	Fitness Program	26,483	27,250	24,100
001-0000-347.60-90	Special Events Program	40,203	16,500	16,500
001-0000-347.61-00	Program Fees-Replacement	-	11,688	-
001-0000-347.62-00	Shelter Fees	6,175	4,800	6,000
001-0000-347.63-00	Tumwater Pool Agreement	16,291	16,291	16,291
001-0000-347.64-00	Lacey ACT-Program Fees	34,502	37,500	34,500
001-0000-347.65-00	Field Use Fees	31,111	40,000	10,000
001-0000-347.65-10	Field Use Fees-NTSD	-	-	29,000
001-0000-347.66-00	Parks-Day Camp Scholarshi	-	-	1,000
001-0000-347.67-00	Concession Agreement	1,260	4,600	3,000
001-0000-348.95-00	Engineering Services Fees	1,516,954	1,692,556	1,549,363
001-0000-348.95-10	Engineering Svc - Culture	19,697	-	-
001-0000-348.95-20	Engineering Svc - Transp	804,142	911,376	1,138,463
001-0000-348.96-00	Parks Maintenance Service	11,303	65,083	65,083
001-0000-348.96-20	Parks Maint - Streets	299,351	361,066	361,066
001-0000-348.99-00	Water Resources Services	1,158,213	1,149,222	1,200,822
001-0000-349.18-00	Common Facilities Charges	203,091	235,117	263,530
001-0000-349.18-10	Common Fac. - Culture	25,386	29,390	32,941
001-0000-349.18-20	Common Fac. - Transp.	25,386	29,390	32,941
001-0000-349.19-00	Overhead & Services	135,000	135,000	135,000
001-0000-349.20-00	Administration-Charges	120,705	9,000	9,000
001-0000-351.10-00	District Court	286,062	275,000	275,000
001-0000-351.20-00	Lacey Violations	236,746	250,000	250,000
001-0000-351.40-00	Red Light Cameras	224,358	250,000	150,000
001-0000-361.11-00	Investment Interest	139,424	125,000	125,000
001-0000-361.40-00	Interest Sales Tax	12,240	15,000	10,000
001-0000-362.40-00	Facility Rentals	4,109	4,000	4,000
001-0000-362.80-00	Concession Commission	-	-	1,000
001-0000-367.03-00	Donation-Crime Prevention	7,565	500	500
001-0000-367.04-00	Donations-Police	650	-	-
001-0000-367.14-00	Donations-Concert/Events	13,840	25,000	25,000
001-0000-367.16-00	Donations-Senior Patrol	170	-	-
001-0000-367.20-00	Donations - Misc. Parks	5	2,000	500
001-0000-367.21-00	Parks - Youth Scholarship	-	13,100	1,250
001-0000-367.22-00	Summer Lunch Program	17,854	14,000	10,855
001-0000-367.22-10	Wild Waves Donations	4,958	-	9,000

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Current Expense Fund - Revenues</i>				
Revenues				
001-0000-369.10-00	Sale of Scrap & Surplus	-	1,000	1,000
001-0000-369.20-00	Sale/Unclaimed Property	1,842	2,500	2,500
001-0000-369.40-00	Court Fees/Judgments	5,423	3,000	3,000
001-0000-369.41-00	False Alarm	3,700	3,500	3,500
001-0000-369.43-00	Seizure Funds	7,732	-	-
001-0000-369.81-00	Cash Over & Short	(79)	-	-
001-0000-369.90-00	Other Misc Revenue	10,299	25,000	25,000
001-0000-369.93-00	LMC Book Sales	-	500	500
001-0000-369.95-00	Multi-Housing Program	3,165	-	-
001-0000-381.20-00	Loan Repayment Issued	-	750,000	-
001-0000-391.50-00	Capital Lease (noncash)	34,927	-	-
001-0000-397.00-00	Transfers In	-	5,000	-
001-0000-397.09-00	Parks/ Open Space	315,348	301,310	371,662
Total Current Expense Fund Revenues		30,302,375	34,822,644	26,262,052

CITY COUNCIL

The City Council is the elected governing body of the City of Lacey. The Council is comprised of seven members elected at large, each serving four year staggered terms of office. Council members act as the City's legislative body with authority to enact laws, adopt the budget, determine service priorities, make public policy, and appoint citizen boards, commissions, and committees.

Every two years, the City Council selects a mayor and deputy mayor from among its membership. The Mayor presides over public meetings, recommends appointments to boards and commissions, and represents the City at community activities, events, and functions.

Members of the City Council serve on numerous intergovernmental committees, boards, and commissions responsible for regional service delivery, oversight and policy development. Council members also serve on one or more committees responsible for policy development on City finances and economic development, community relations, transportation planning, utility oversight, and general government activities.

BUDGET SUMMARY

The 2012 budget for the City Council is **\$195,794**. This amount funds salaries, travel and training, special community events, youth initiatives, and related materials, supplies, and services. The Council budget is organized into three program areas.

- City Council Services
- Boards, Commissions, and Special Activities
- Youth Initiatives

2012 PROGRAMS, GOALS AND PRIORITIES

- Obtain water rights necessary to meet the City's service requirements
- Fund Street Overlay program at current level to ensure our roads are well maintained
- Continue City's long-standing water quality, energy conservation, and environmental stewardship efforts
- Complete design of College Street and 22nd Avenue roundabout and pursue grant funding for construction of this project
- Monitor revenues and expenditures to ensure the financial solvency of the City
- Initiate a community-oriented Town Center planning process to review and modify where appropriate the current downtown goals, vision, and policies
- Update all Council members on Incident Command Training
-
- Ensure there continues to be an emphasis on the proper funding and maintenance of the City's utility and transportation infrastructure
- Adopt a multi-year rate study to address operating, capital, and debt requirements
- Collaborate with neighboring jurisdictions, the County, Thurston Regional Planning Council, and Department of Transportation (WSDOT) in the development of a regional plan for relieving congestion along I-5 through Thurston County

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
City Council				
Council Services				
001-0301-511.10-01	Salaries-Regular	94,380	94,639	101,233
001-0301-511.20-01	Employer Paid Benefits	8,797	9,558	9,151
001-0301-511.31-01	Office & Operating Supply	1,926	2,000	2,000
001-0301-511.41-01	Prof. Svc-Other	-	4,000	4,000
001-0301-511.42-01	Communications-Telephone	230	-	-
001-0301-511.43-01	Transportation/Per Diem	5,041	6,500	7,500
001-0301-511.43-03	Registrations	3,985	3,500	3,500
001-0301-511.45-02	IMS Rentals	2,640	2,545	2,707
001-0301-511.46-03	Insurance-Fidelity	2,229	2,229	2,229
001-0301-573.49-12	Special Events	7,470	8,300	8,300
Total Council Services		126,698	133,271	140,620
Boards/Memberships				
001-0302-519.49-14	Association of WA Cities	25,733	27,148	28,974
001-0302-519.49-15	National League of Cities	3,258	3,250	3,250
001-0302-519.49-41	ICLEI	600	600	600
001-0302-572.31-30	Other Boards/Memberships	-	4,950	4,950
Total Boards/Memberships		29,591	35,948	37,774
Youth Initiatives				
001-0304-511.49-42	WIN Program	12,333	15,200	15,200
001-0304-511.49-47	Sister City Program	1,249	1,800	2,200
Total Youth Initiatives		13,582	17,000	17,400
Total City Council		169,871	186,219	195,794

CONTRACTED SERVICES

This budget details the cost of a variety of public services the City of Lacey purchases from or contracts with other agencies. When quality public services can be contracted cost-effectively, the City will frequently negotiate contractual agreements to provide these services rather than performing services through our own programs and staff. We will continue to contract for these services as long as the quality of service meets the public's needs in a cost-effective manner.

BUDGET SUMMARY

The 2012 budget for Contracted Services is **\$1,959,331**. This amount maintains current services while providing for increases as negotiated and approved by the Council.

CONTRACTUAL - INTERLOCAL AGREEMENTS

Public Safety

COURT SERVICES:

Thurston County District Court currently provides court services for traffic and criminal citations issued by Lacey Police. These services include provision of a judge, court and process, probationary services, and the collection of fines and forfeitures.

PUBLIC DEFENDER:

The criminal justice system requires the City provide an attorney for those unable to afford one when charged with a criminal offense. All legal defense fees are paid by the City of Lacey.

JAIL SERVICES:

The City currently contracts with Thurston and Lewis County and the Nisqually Indian Tribe for incarceration of individuals charged or convicted of offenses committed in Lacey. Thurston County also conducts a work release and electronic monitoring program. Included in these charges are all medical and dental expenses that may be incurred while an individual is in the City's custody.

911/EMERGENCY DISPATCH:

911/CAPCOM provides dispatch services county-wide to police, fire, and medic agencies. Lacey is a partner in an inter-local agreement for these services. Operating costs are funded by a voter approved 1/10th of 1% sales tax. This budget allocation is for services provided to Public Works operations.

ANIMAL SERVICES:

Joint Animal Services is a service provider created through an Intergovernmental Cooperative Agreement to provide animal control and related services to Lacey, Olympia, Tumwater and unincorporated Thurston County. Services include licensing, adoption, education, complaint investigation, enforcement and a shelter for lost animals. Each member jurisdiction is charged an assessment for Animal Services' maintenance and operation expenses.

EMERGENCY DISASTER PREPAREDNESS:

In 1991, a multi-agency emergency preparedness task force was organized. The task force has developed a regional program to coordinate the communities' response in the event of a major disaster. The City continues in its efforts to implement a disaster plan within City departments and also provides ongoing education and training in the community.

Health and Human Services

SOCIAL SERVICES:

Lacey, Olympia, and Tumwater annually contribute funding through an Intergovernmental partnership called the Human Services Review Council (HSRC) to help support various social services programs. Annually the cities distribute public funding for these critical social services needs that are provided through a number of local human service agencies.

VICTIM ADVOCATE:

This program provides an advocate to crime victims in helping them convey impacts to the Court and City Attorney's office. The Victim's Advocate also helps create a safety plan; obtains counseling services; keeps court dates; and provides access to community resources.

Planning/Growth ManagementREGIONAL PLANNING:

The City of Lacey is a partner with the Thurston Regional Planning Council that offers a mechanism to address common regional issues and provide for area-wide coordination and planning. This budget reflects the City's contribution for these general services. The City also contracts with TRPC for special planning studies relating to transportation, growth, and environmental issues.

FOREIGN TRADE ZONE:

The Port of Olympia is the Grantee for the South Puget Sound Foreign Trade Zone where customs duty can be deferred or reduced. The zone includes 389 acres in northeast Lacey. There are 12 sites in a four county area (Thurston, Mason, Lewis, and Kitsap). As business sites are activated within the zone, the funding from the governmental partners in the zone will be reduced.

Community ServicesELECTION/VOTER REGISTRATION:

The City is billed by the Thurston County Auditor's Office for its share of all general and special election costs. These amounts are based on the number of registered voters in the City.

THURSTON COMMUNITY TELEVISION:

Under contract with local jurisdictions, Thurston Community Television (TCTV) operates, maintains, and administers a public access channel and production facility as a part of its television cable services. The public access channel is available for public broadcasting by non-profit organizations and the general public.

ECONOMIC DEVELOPMENT COUNCIL:

The Economic Development Council (EDC) is a partnership between local public agencies and private business to promote and maintain a healthy economic environment. The focus of the EDC has been to nurture already existing businesses looking at expansion and to develop strategies to attract new manufacturing and warehousing companies that will create livable wage local jobs.

MISCELLANEOUS CONTRACTS:

The City also provides funding to a number of other public service agencies that provide public services for Lacey residents. Included in this category is funding to Intercity Transit for the Amtrak Depot and the Olympic Air Pollution Control Authority for monitoring and enforcement of air quality issues.

TOGETHER!:

TOGETHER! is a community partnership comprised of a coalition of local government entities, interested citizens, social service agencies, and community activists. The mission of TOGETHER! is to motivate community commitment to the health and safety of our youth through active community coalitions and neighborhood centers.

COMMUNITY MARKET:

This community event, held during the summer months at Huntamer Park, is in its fifth year of operation. The Lacey Community Market venue brings together a diverse vendor base offering fresh produce, nursery items, baked goods, antiques, personal treasures, and handcraft items to the public. Music and entertainment is also a major feature of this market.

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Contracted Services				
Contracted Services				
001-0401-511.58-18	Election/Voter Registrare	122,050	50,000	50,000
001-0401-511.58-21	Inter-governmental	93,153	180,958	181,064
001-0401-512.58-12	District Court	205,578	300,000	350,000
001-0401-512.58-13	Public Defender-Indigent	141,375	145,000	145,000
001-0401-521.58-24	Victim Advocate	70,140	36,000	37,449
001-0401-522.58-08	Fire District #3	4,589,706	-	-
001-0401-523.58-10	Th Co Corrections	82,516	93,000	93,000
001-0401-523.58-11	Other Jail Services	486,167	455,000	455,000
001-0401-523.58-12	Medical Services	43,778	40,000	40,000
001-0401-525.58-22	Emergency Services Prog.	11,180	11,000	11,000
001-0401-528.58-05	Central Dispatch	5,037	6,086	6,274
001-0401-531.58-01	Pollution Control Auth.	17,118	17,663	18,059
001-0401-539.58-04	Joint Animal Services	190,238	215,000	221,251
001-0401-552.58-14	Dispute Resolution Center	2,700	2,800	3,000
001-0401-552.58-15	Social Services-HSRC	84,463	85,000	41,617
001-0401-552.58-16	TOGETHER	12,900	14,000	15,000
001-0401-552.58-17	Social Svc-Local Grants	-	15,000	15,000
001-0401-552.58-18	G.R.U.B.	2,500	3,000	3,000
001-0401-552.58-24	Foreign Trade Zone	2,694	3,350	3,350
001-0401-557.58-17	Th Community TV	84,994	93,000	95,800
001-0401-558.58-02	Thurston Region Planning	80,546	82,352	87,893
001-0401-559.58-03	Economic Develop. Council	25,000	25,000	25,000
001-0401-566.58-07	Th Co Social Services S/A	8,117	8,360	8,360
001-0401-573.58-20	IT/Amtrak	9,973	9,837	10,214
001-0401-573.58-23	Farmer's Market	29,163	43,000	43,000
001-0401-598.52-10	Grant Proceeds	428,715	-	-
Total Contracted Services		6,829,801	1,934,406	1,959,331



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CITY MANAGER

The City Manager is the chief administrative officer of the City, appointed by and accountable to the City Council.

The City Manager is responsible for the effective administration and management of the City and the efficient delivery of all City services. All department directors are appointed by and report directly to the City Manager. The City Manager is responsible for all hiring and employment decisions, the approval of all operating rules and procedures, ensuring quality performance, proper financial management of City funds, and carrying out the policy directives of the City Council.

The City Manager prepares the annual budget for Council approval, assists in the identification of community priorities, and facilitates public involvement and participation in key areas of policy development and service delivery. The City Manager proposes policy recommendations to the City Council, advises them on matters of community interest, and supplies facts and information as appropriate to provide the Council with a comprehensive basis for making decisions and establishing annual goals and priorities for the City. The City Manager also attends and represents the City on various intergovernmental committees.

BUDGET SUMMARY

The 2012 budget for the office of the City Manager is **\$483,516**. This amount maintains current levels of staffing and service. In addition to covering operating expenses, the Manager's budget includes funding for the City Clerk, Deputy City Clerk, and a one half-time Department Assistant III to provide technical and administrative support to the City Manager and the City Council.

2012 PROGRAMS, GOALS AND PRIORITIES

- Monitor revenues and expenditures to ensure the financial solvency of the City
- Pursue new water rights to meet Lacey short and long term needs
- Continue to promote business growth and economic development with the objective of improving Lacey's sales tax base, expanding shopping opportunities for area residents, and diversifying the community's employment base
- Enhance Lacey's emergency preparedness capability by initiating on-going staff training to improve the City's ability to respond to events and disasters
- Implement web and telephone based e-government improvements that enhance registrations, payment options, stream Council meetings, and improve service to the community
- Continue efforts to develop a funding strategy for I-5 Interchange improvements at Martin Way Exit 108/109
- Continue to build upon the City's strong environmental stewardship efforts with an emphasis on water quality improvements and energy efficiency
- Pursue additional funding of \$500,000 for the Senior Center expansion project
- Develop an infrastructure improvement strategy for addressing the City's east-Lacey wastewater capacity requirements
- Provide 2012 budget financing necessary to sustain Lacey's excellent street infrastructure maintenance program
- Advertise and promote Lacey's energy conservation, water savings, and environmental programs Acquire property along Woodland Creek Corridor to support Lacey's watermitigation and habitat protection goals
- Effectively coordinate the accomplishment of the City Council's strategic goals and priorities

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
City Manager				
Administration				
001-0501-513.10-01	Salaries-Regular	254,109	273,307	236,199
001-0501-513.10-06	Salaries-Part-Time	-	2,600	2,600
001-0501-513.20-01	Employer Paid Benefits	73,090	94,916	99,311
001-0501-513.31-01	Office & Operating Supply	1,817	2,600	2,600
001-0501-513.41-01	Prof. Svc-Other	-	1,000	1,000
001-0501-513.43-01	Transportation/Per Diem	1,284	3,000	3,000
001-0501-513.43-02	Dues, Subscriptions, Publ	3,441	3,750	3,750
001-0501-513.43-03	Registrations	50	1,700	1,700
001-0501-513.45-02	IMS Rental	7,285	7,761	9,163
Total Administration		341,076	390,634	359,323
City Clerk/Records Management				
001-0502-514.10-01	Salaries-Regular	79,387	79,605	81,374
001-0502-514.20-01	Employer Paid Benefits	18,645	22,086	23,340
001-0502-514.31-01	Office & Operating Supply	731	1,000	1,000
001-0502-514.41-06	Codification/Microfilm	4,218	5,500	5,500
001-0502-514.41-07	Records Destruction	2,940	2,500	3,000
001-0502-514.43-02	Dues, Subscriptions, Publ	525	500	1,000
001-0502-514.43-03	Registrations	30	1,000	1,000
001-0502-514.44-04	Ordinances & Resolutions	4,475	3,500	2,500
001-0502-514.45-02	IMS Rental	3,482	3,793	4,479
001-0502-514.49-30	Software Maintenance	253	1,000	1,000
Total City Clerk/Records Management		114,686	120,484	124,193
Total City Manager		455,762	511,118	483,516

HUMAN RESOURCES

The Human Resources Department provides administrative and support services to all City departments related to the recruitment, training, performance, and compensation of the City's work force. In addition, this department manages labor contract negotiations, and the employee relations and benefits program. Human Resources is also responsible for the City's loss control and safety programs, administration of the City's liability and worker's injury claims, and co-management of the City's emergency preparedness programs.

There are nine areas of program responsibility:

- Recruitment and selection
- Employee and labor relations
- Risk management, safety and wellness programs
- Personnel policy development and implementation
- Employee training and development
- Salary and employee benefits administration
- Compliance with employment law
- Emergency preparedness
- Claims administration for City liability, worker's compensation and unemployment insurance

Human Resources staffing includes the Director, two Human Resource Analysts, a Management Analyst, and a Department Assistant III.

BUDGET SUMMARY

The Human Resources Department budget is organized into two program areas.

- General Services
- Risk Management/Loss Control

The total 2012 budget for Human Resources is **\$715,618**. Recruitment activity for 2011 was steady throughout the year; including assisting the City Council with the hiring of a new City Manager, and recruiting for a number of key supervisory positions including: Customer Services Supervisor, Commander, and Assistant City Manager. Recruitment efforts were also concentrated on assisting departments with retirements and/or resignations. Key efforts were focused in the following areas: Finance, Public Works Operations, and the Police Department.

Activities in risk management included continued participation in the AWC Retrospective Rating Program for the City's L & I worker's compensation program. Due to the City's active management of claims, we experienced a claims experience rating runs approximately 80% of the industry standard. Since joining this program, we have received \$112,312 in refunds. A key safety initiative included updating or Respirator Testing Standards and ensuring that all employees who use respirators received updated training and fit testing. In the Emergency Preparedness arena, staff has prioritized updating the City's Emergency Management Plan and working with the City's Emergency Operations Committee to update procedures and training as necessary. Due to continued risk management initiatives and monitoring, the City additionally continues to have a lower general liability claims in comparison to other similar cities in Washington..

Additional noteworthy program efforts in 2011 included the Department's work on the City's Wellness Program, which resulted in the City being awarded the Association of Washington Cities Wellness Award. This Award provides an additional benefit of reducing the City's premiums for medical, dental and vision coverage by 2% in 2012.

2012 PROGRAMS, GOALS AND PRIORITIES

- Bargain contract renewals with the City's three represented groups. They are AFSCME 618-L, the Lacey Police Guild, and the Lacey Police Management Association
- Introduce a new medical insurance option that encourages wise health care consumerism and reduces premium cost
- Research and implement policies addressing social media issues relative to City employment
- Implement employee training in support of the City's Emergency Preparedness Plan
- Continue needed updates to the City's Safety Program
- Continue implementation of HR software module to improve our capability to produce helpful reports and data for City supervisors and HR staff

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Human Resources				
General Services				
001-0701-516.10-01	Salaries-Regular	262,546	326,306	329,353
001-0701-516.20-01	Employer Paid Benefits	106,551	138,511	126,178
001-0701-516.31-01	Office & Operating Supply	3,440	10,275	10,275
001-0701-516.31-04	Supplies - Testing/Exam	5,209	15,060	15,060
001-0701-516.41-01	Prof. Svc-Other	710	500	500
001-0701-516.41-03	Prof. Svc-Consultant	14,097	42,500	42,500
001-0701-516.41-04	EAP/SPS Labor Management	5,236	5,073	5,073
001-0701-516.43-01	Transportation/Per Diem	308	2,800	2,800
001-0701-516.43-02	Dues, Subscriptions, Publ	2,558	2,700	2,700
001-0701-516.43-03	Registrations	359	1,725	1,725
001-0701-516.44-01	Adv/Full-Time Position	7,378	30,000	30,000
001-0701-516.44-02	Adv/Part-Time Position	8,503	5,000	5,000
001-0701-516.45-02	IMS Rental	19,741	19,432	12,365
001-0701-516.49-02	Printing & Binding	289	3,500	3,500
001-0701-516.49-04	Employee Relations Proj	6,085	5,384	6,500
001-0701-516.49-05	Professional Development	19,610	23,750	26,590
001-0701-516.49-56	Emp Perform Recognition	2,344	5,000	6,500
Total General Services		464,964	637,516	626,619
Risk Management/Loss Control				
001-0702-514.10-01	Salaries-Regular	35,747	52,896	46,257
001-0702-514.20-01	Employer Paid Benefits	14,391	22,127	21,131
001-0702-514.41-03	Prof. Svc-Consultant	1,001	5,000	5,000
001-0702-514.42-01	Communications-Telephone	-	150	150
001-0702-514.43-02	Dues, Subscriptions, Publ	-	961	961
001-0702-514.49-17	Pre-employment Medicals	3,386	5,000	5,000
001-0702-514.49-18	Wellness Prog. AWC-Grant	6,532	6,000	6,000
001-0702-514.49-43	Drug & Alcohol Testing	3,405	2,750	4,500
Total Risk Management/Loss Control		64,462	94,884	88,999
Total Human Resources		529,426	732,400	715,618



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COMMUNITY SERVICES AND PUBLIC AFFAIRS

The Community Services and Public Affairs Office is responsible for administering the City's public information programs, supporting or developing activities that will foster community pride, assisting the Council and City Manager on a full array of special projects, providing legislative support, and serving as a resource for the resolution of citizen concerns and/or complaints. These activities include:

- Publication of the City's e-newsletter, Lacey Life
- Providing information about City activities through community meetings and public forums
- Fostering creation of ongoing relationships with neighborhood and homeowners' associations
- Administering the City's contractual agreements with Joint Animal Services, Comcast Cable, Thurston Community Television, and Thurston/Mason Head Start/ECEAP
- Responding to citizen questions, complaints, and concerns
- Provide staff representation for the regional Solid Waste Advisory Committee as needed
- Acting as liaison to Washington State Legislature on proposed bills, which would impact the City
- Provide staff representation for the HOME Consortium Committee as needed
- Coordinating efforts to acquire art for public facilities
- Grant writing and administration for special community projects
- Provide oversight related to content on City's website
- Assist local and regional media agencies by providing timely information and response to stories affecting Lacey
- Representing the City Manager on the Site Plan Review Committee
- Coordinate and produce programming for local cable access

Department services are provided by a Director, two Management Analysts, and a one half-time Department Assistant III.

BUDGET SUMMARY

The total 2012 budget for Community Services and Public Affairs is **\$446,627**.

2012 PROGRAMS, GOALS AND PRIORITIES

- Coordinate City's Emergency Cold Weather Response Plan for the Homeless
- Maintain a Neighborhood Resource Guide for Lacey neighborhoods
- Enhance communication between City Hall and neighborhood associations
- Continue Work Involvement Now (W.I.N.) project coordination
- Provide support to Lacey Area Youth Task Force as needed
- Work with TCTV, Olympia, and Thurston County to more fully utilize the government and education channels
- Provide ongoing support to the City's official website
- Acquire grant funding for economic development and other city projects
- Provide legislative evaluation and support services
- Provide staff and research support to the City Council and City Manager as needed
- Provide information to the local media about programs and events affecting Lacey residents
- Explore opportunities for partnerships with other organizations (Saint Martin's, Panorama, and Lacey Chamber of Commerce) that will benefit the Lacey community
- Coordinate 11 programs for broadcast on Panorama City's closed circuit television
- Oversee Lacey Community Market
- Oversee Lacey's Energy Efficiency Community Block Grant
- Assist the Lacey Community Development Department with the Local Revitalization Financing Program
- Develop and distribute the "Report to the Community" for 2012

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Community Services and Public Affairs				
General Services				
001-0901-513.10-01	Salaries-Regular	272,626	278,493	286,897
001-0901-513.10-05	Salaries-Overtime	620	-	-
001-0901-513.10-06	Salaries-Part-Time	11,541	-	-
001-0901-513.20-01	Employer Paid Benefits	83,293	98,561	102,600
001-0901-513.31-01	Office & Operating Supply	3,908	3,800	3,800
001-0901-513.41-01	Prof. Svc-Other	-	15,000	15,000
001-0901-513.43-01	Transportation/Per Diem	17	750	750
001-0901-513.43-02	Dues, Subscriptions, Publ	2,393	2,700	2,700
001-0901-513.43-03	Registrations	60	1,000	1,000
001-0901-513.45-02	IMS Rental	8,240	8,423	9,380
001-0901-513.49-02	Printing & Binding	-	2,500	2,500
001-0901-573.49-12	Special Events	144	1,000	1,000
001-0901-573.49-20	Special Projects	4,550	3,000	3,000
001-0901-573.49-21	LaceyLife Newsletter	8,752	18,000	18,000
001-0901-598.97-52	Pass ThroughGrant	5,000	-	-
Total Community Services and Public Affairs		401,144	433,227	446,627

FINANCE

The Finance Department is responsible for ensuring the sound financial management of all City operations, the safekeeping of City assets, budget development, debt administration, and the administration of Lacey's Information Systems. Major program areas include:

- Payroll and Benefits
- Central Purchasing
- Miscellaneous Receivables, Accounts Payable and General Ledger Accounting
- Utilities Billing and Customer Services
- Budget and Financial Statements
- Investments and Debt Management
- Business Licensing, Registration and Passport processing
- Violations Bureau
- Information Systems, Support and Services

These services are provided by 23 full-time employees that are budgeted in the Current Expense, Utilities, and Information Management Services Funds.

BUDGET SUMMARY

The 2012 budget for the Finance Department is **\$728,477**. The Information Services division is listed under a separate budget because their expenses are managed as a separate fund. Finance Department payroll costs assigned to Utility Billing are budgeted in each of the Utilities.

2012 PROGRAMS, GOALS AND PRIORITIES

- Enhance financial reporting and compliance
- Revenue monitoring, forecasting and enhancement
- Pursue GFOA certification of Lacey's Comprehensive Financial Report
- Complete implementation of LID/ULID software being developed in-house
- Start conversion of 26 DCU's to comply with change in technology being enacted in 2014

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Finance				
General Services				
001-1401-514.10-01	Salaries-Regular	426,037	460,686	433,221
001-1401-514.10-05	Salaries-Overtime	-	850	850
001-1401-514.20-01	Employer Paid Benefits	155,513	193,022	203,114
001-1401-514.31-01	Office & Operating Supply	4,491	5,000	5,000
001-1401-514.41-05	Prof. Svc-Audit	30,177	32,900	34,050
001-1401-514.43-01	Transportation/Per Diem	962	2,515	2,515
001-1401-514.43-02	Dues, Subscriptions, Publ	1,045	2,175	2,175
001-1401-514.43-03	Registrations	989	2,450	2,450
001-1401-514.45-02	IMS Rental	26,274	33,161	31,700
001-1401-514.48-01	Rep & Maint-Equipment	-	100	100
001-1401-514.49-02	Printing & Binding	24	3,950	3,950
001-1401-514.49-06	Maintenance Contracts	-	500	500
001-1401-514.49-08	Witness Fee-Court	354	1,000	1,000
001-1401-514.49-09	Interpreter Svcs-Court	5,923	6,500	6,500
001-1401-514.49-30	Software Maintenance	1,468	1,352	1,352
Total Finance		653,257	746,161	728,477

LEGAL SERVICES

The City Attorney's office provides legal counsel and related services to the City. This office is also responsible for the prosecution of all misdemeanors and infractions resulting from citations by Lacey Police officers, Animal Service officers, and code enforcement personnel. Legal services include advising the Council, City Manager, and all other departments, representing the city in litigation, and preparing legislation for consideration by the Council. The City contracts for these services through its adopted budget.

Personnel staffing includes 5 employees in the City Attorney's office. The Finance Department staffs the Violations Bureau at City Hall, which processes traffic, parking, and other citations issued by Lacey Police and the City Attorney's office. City staff also receipts paid fines or forfeitures for traffic and parking violations, and refers more serious citations to District Court.

BUDGET SUMMARY

The total 2012 budget for City Attorney is **\$462,353**.

2012 PROGRAMS, GOALS AND PRIORITIES

- Provide legal guidance to the Council and City administration on the planning and regulatory functions of the City
- Continue a positive approach to the City's legal ability to accomplish tasks and projects necessary for its citizens
- Acquire necessary property rights for future street, water, wastewater and other City projects.

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Legal Services				
Legal Services				
001-1501-515.10-01	Salaries-Regular	92,291	92,545	94,654
001-1501-515.20-01	Employer Paid Benefits	7,060	7,080	7,241
001-1501-515.31-01	Office & Operating Supply	761	4,200	4,200
001-1501-515.41-01	Prof. Svc-Other	109,221	108,348	114,948
001-1501-515.41-08	Prof. Svc-Litigation	2,074	3,000	3,000
001-1501-515.41-09	Prof. Svc-Prosecution	198,817	212,142	211,270
001-1501-515.43-01	Transportation/Per Diem	-	1,500	2,000
001-1501-515.43-02	Dues, Subscriptions, Publ	625	500	500
001-1501-515.43-03	Registrations	-	1,000	1,440
001-1501-515.45-05	Rentals-Other	12,840	12,960	13,200
001-1501-515.49-07	Support Services	11,719	9,900	9,900
Total Legal Services		435,408	453,175	462,353

COMMON FACILITIES

The Common Facilities budget provides funding for maintaining and operating City Hall, the Maintenance Service Center and the Library. Expenditures include all utilities, maintenance contracts, insurance, janitorial services, common supplies, postage, computer system replacement charges, maintenance of pooled vehicles, miscellaneous charges for services, and contract copying and support.

BUDGET SUMMARY

The Common Facilities budget is organized into two programs.

- Facilities - City Hall/Library Operations
- Facilities - Maintenance Service Center

The 2012 budget for Common Facilities is **\$2,007,063**. This amount maintains the current level of services while reducing the impact of Information Services support by direct allocation of expense to departments. Where appropriate, Common Facility charges are allocated back to various operating funds (e.g., Streets and utilities).

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Common Facilities Overhead				
City Hall & Library Operations				
001-1901-514.31-01	Office & Operating Supply	21,945	20,370	20,370
001-1901-514.41-01	Prof. Svc-Other	17,462	40,846	40,846
001-1901-514.42-01	Communications-Telephone	45,931	52,913	52,913
001-1901-514.42-02	Communications-Postage	57,584	44,000	56,300
001-1901-514.45-01	Equipment Rental	21,655	19,229	28,251
001-1901-514.45-02	IMS Rental	625,651	697,350	733,261
001-1901-514.45-03	Copier Rental	71,733	73,700	73,700
001-1901-514.45-07	Rentals-Mailing Equipment	-	12,300	-
001-1901-514.45-08	Lease Miscellaneous	100	4,980	500
001-1901-514.46-01	Insurance-Liability	316,936	339,601	339,601
001-1901-514.46-02	Insurance-Fire/Property	32,992	32,788	32,788
001-1901-514.46-06	AWC-L & I Pool	11,117	12,294	12,294
001-1901-514.47-01	Utility-Electric	99,557	148,000	148,000
001-1901-514.47-02	Utility-City of Lacey	14,074	9,300	9,300
001-1901-514.47-07	Utility-Solid Waste	3,279	6,000	6,000
001-1901-514.48-01	Rep & Maint-Equipment	889	3,700	3,700
001-1901-514.49-02	Printing & Binding	1,865	8,000	8,000
001-1901-514.49-06	Maintenance Contracts	32,867	38,974	38,974
001-1901-514.49-25	Assessments/Taxes	5,210	2,050	2,050
001-1901-514.49-27	Bad Debt Expense	1,234	1,000	1,000
001-1901-572.46-02	Insurance-Fire/Property	8,342	8,317	8,317
001-1901-572.47-01	Utility-Electric	49,371	50,000	50,000
001-1901-572.47-02	Utility-City of Lacey	5,168	9,000	9,000
001-1901-572.47-07	Utility-Solid Waste	1,449	1,500	1,500
001-1901-572.48-01	Rep & Maint-Equipment	-	250	250
001-1901-572.49-06	Maintenance Contracts	-	736	736
001-1901-591.75-01	Capital Leases	1,184	-	-
001-1901-591.83-10	Capital Lease interest	363	-	-
001-1901-594.66-01	Capital Leases	9,200	-	-
Total City Hall & Library Operations		19,592,633	15,601,285	14,837,358
Maintenance Service Center				
001-1902-514.31-01	Office & Operating Supply	6,539	6,900	6,900
001-1902-514.31-02	Small Tools & Equipment	4,291	4,367	4,367
001-1902-514.31-23	Supplies-Building Maint.	2,500	3,600	3,600

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Common Facilities Overhead				
Maintenance Service Center-continued				
001-1902-514.41-01	Prof. Svc-Other	1,414	2,200	2,200
001-1902-514.41-31	Prof. Svc-Building Maint.	178	1,500	1,500
001-1902-514.42-01	Communications-Telephone	1,660	2,750	2,750
001-1902-514.42-02	Communications-Postage	-	100	100
001-1902-514.43-02	Dues, Subscriptions, Publ	186	400	400
001-1902-514.44-03	Adv/Call for Bids	-	50	50
001-1902-514.45-01	Equipment Rental	17,104	19,203	46,885
001-1902-514.45-02	IMS Rental	73,788	80,920	86,335
001-1902-514.45-03	Copier Rental	5,255	4,912	7,125
001-1902-514.46-02	Insurance-Fire/Property	4,880	4,835	4,835
001-1902-514.47-01	Utility-Electric	31,192	39,000	39,000
001-1902-514.47-02	Utility-City of Lacey	12,424	9,900	9,900
001-1902-514.47-03	Utility-Natural Gas	12,845	22,000	22,000
001-1902-514.47-07	Utility-Solid Waste	22,265	30,000	30,000
001-1902-514.48-01	Rep & Maint-Equipment	2,727	1,000	1,000
001-1902-514.48-03	Rep & Maint-Facilities	1,005	8,100	1,000
001-1902-514.49-02	Printing & Binding	-	150	150
001-1902-514.49-06	Maintenance Contracts	14,013	14,546	14,546
001-1902-514.49-23	Custodial	38,801	43,764	43,764
001-1902-514.49-25	Assessments/Taxes	796	700	905
001-1902-514.49-31	Hardware Maintenance	-	100	100
001-1902-594.66-01	Capital Leases	13,830	-	-
Total Maintenance Service Center		267,693	300,997	329,412
Total Common Facilities Overhead		1,724,851	1,938,195	2,007,063



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POLICE

The Police Department's mission is to partner with the community to make Lacey a safe and desirable place to live, work, learn, and play. To accomplish this mission, the department operates under the following philosophies:

Community Based Policing, Problem Solving Policing, No Tolerance Policing, Preventative Policing, and Knowledge Based Innovative Policing.

As a part of these philosophies, officers work to establish professional, yet personable relationships with businesses, school officials, citizens, and youth.

Police Department services in 2012 will be provided by 55 commissioned officers, 9.5 non-commissioned employees and 3 part-time Community Service Officers. Included is one commissioned officer assigned to the Criminal Justice Training Academy, and one officer assigned to the county-wide Drug Unit. Volunteer services are provided by Reserve Officers, Senior Patrol Officers, the Explorer Post and one civilian. The department is a partner in the Thurston County DUI Task Force and is aggressive in drug, alcohol and tobacco enforcement, prevention and education, working with community partners such as TOGETHER, Drug Court, DUI Court, Washington Traffic Safety Commission, and others.

PATROL DIVISION:

The patrol division is made up of one Commander, three School Resource Officers, a Crime Prevention Officer, 30 police officers and 6 sergeants who work in six squads providing 24-hour coverage to the city. The City is divided into 3 patrol districts to allow each officer to focus on a more concentrated area and provide quicker response times. Officers respond to calls for service, pro-actively seek out and attempt to prevent crime, enforce criminal codes, and work with the community on ways to reduce future problems.

SUPPORT SERVICES DIVISION:

The Support Services Division is made up of one Commander, an Administrative Sergeant, and the Records Division consisting of five Police Assistants and a supervisor. Our Evidence Technician is responsible for the evidence room function which includes processing, storing, retrieval, and disposal of all evidence and found property.

DETECTIVE DIVISION:

The Detective Division consists of one Commander, one Lieutenant, four Detectives, and a Police Service Specialist. The detective division is responsible for investigating major crimes and following up on complex cases. The division also works with other local agencies on criminal investigations, tracking sex offenders and the investigation of fraud, forgery and identity theft cases. They have several members trained in officer involved serious incidents and we are a member of the countywide Officer Involved Protocol Investigative Team.

PROGRAM DESCRIPTIONS:

The Police Department operates a variety of programs to help make Lacey a safe and enjoyable place to live, work, learn, and play. School Resource Officers are assigned to North Thurston Public School's four high schools and two middle schools providing not only enforcement and security, but also initiating proactive contact with the students, parents, and administration.

A Multi-Housing Crime Prevention Program, coordinated by the Crime Prevention Officer, has been implemented to reduce the number of police calls to rental property. To encourage citizen involvement and community outreach, the department will continue its annual Citizen Academy, the Chief of Police Roundtable and representation on the Hispanic Roundtable. The department has a K-9 Program, which is trained in tracking and drug detection. A successful Senior Patrol Program enlists senior citizen volunteers to assist the Patrol Division in many areas, including issuing citations for violations of handicapped parking spaces, checking on resident's homes while they are on vacation, operating the Inmate Litter Patrol Program, Graffiti Cleanup Program, and performing numerous administrative assignments.

BUDGET SUMMARY

The Police Department budget is organized into nine programs.

- General Services
- Investigations and Apprehension
- Records and Support Services
- Protection and Enforcement Patrol
- Property Control
- Traffic
- Training
- Volunteers
- Prevention/Suppression of Crime

The total 2012 budget for Police is **\$8,584,511**, not including expenditures in the Criminal Justice Fund. Funding for court, 911, and jail services is budgeted separately. These services are provided through a contractual agreement with Thurston County, Lewis County and the Nisqually Tribe.

2012 PROGRAMS, GOALS AND PRIORITIES

- Continue enhancement of the department's intelligence led policing philosophy
- Continue the close working relationship with the North Thurston Public Schools
- Continue to emphasize aggressive traffic enforcement to reduce accidents and related injuries.
- Continue community outreach programs to include the Citizens' Academy, Business Academy, Roundtable Meetings, Multi-housing Program, School Resource Officer's Program and cultural diversity enrichment programs
- Maintain high training and professional standards
- Upgrade the Records Management System and citizen reporting module
- Red Light Camera Intersection Safety Program; continually monitor effectiveness of program
- Increase participation in Multi-Family Crime Reduction Program
- Decrease calls for False alarms
- Reduce incidents of property crime
- Increase enforcement of drug violations
- Identify and reduce gang activity

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Police				
General Services				
001-2101-521.10-01	Salaries-Regular	413,689	417,293	432,784
001-2101-521.10-05	Salaries-Overtime	-	500	500
001-2101-521.20-01	Employer Paid Benefits	96,774	107,786	115,059
001-2101-521.20-02	LEOFF Disability-Retired	152,607	210,960	210,960
001-2101-521.31-01	Office & Operating Supply	2,221	2,250	2,250
001-2101-521.31-15	Evidence Monies	595	1,000	1,000
001-2101-521.41-01	Prof. Svc-Other	3,960	4,000	4,900
001-2101-521.42-01	Communications-Telephone	4,416	4,100	6,000
001-2101-521.43-02	Dues, Subscriptions, Publ	1,066	1,000	1,000
001-2101-521.45-01	Equipment Rental	11,006	11,398	14,712
001-2101-521.45-02	IMS Rental	11,235	7,962	7,987
001-2101-521.48-01	Rep & Maint-Equipment	-	20	20
001-2101-521.49-27	Bad Debt Expense	(410)	-	-
Total General Services		697,159	768,269	797,172
Records and Support Services				
001-2102-521.10-01	Salaries-Regular	267,925	278,048	289,324
001-2102-521.10-05	Salaries-Overtime	102	5,100	5,100
001-2102-521.10-06	Salaries-Part-Time	-	1,000	1,000
001-2102-521.20-01	Employer Paid Benefits	100,596	119,289	130,515
001-2102-521.31-01	Office & Operating Supply	7,334	8,100	8,100
001-2102-521.31-02	Small Tools & Equipment	205	600	600
001-2102-521.31-17	Supplies-Uniform Purchase	566	600	600
001-2102-521.41-06	Codification/Microfilm	4,050	-	-
001-2102-521.42-01	Communications-Telephone	2,976	2,540	2,540
001-2102-521.43-02	Dues, Subscriptions, Publ	302	275	275
001-2102-521.45-02	IMS Rental	11,235	8,215	8,242
001-2102-521.48-01	Rep & Maint-Equipment	-	100	100
001-2102-521.49-02	Printing & Binding	4,101	4,000	4,000
001-2102-521.50-04	Contract-RMS System	53,411	53,411	109,183
Total Records and Support Services		452,803	481,278	559,579
Property Control				
001-2103-521.10-01	Salaries-Regular	68,260	69,600	71,668
001-2103-521.10-05	Salaries-Overtime	66	1,800	1,800
001-2103-521.20-01	Employer Paid Benefits	17,730	21,472	23,341

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Police				
Property Control-continued				
001-2103-521.31-01	Office & Operating Supply	2,636	2,975	2,975
001-2103-521.31-02	Small Tools & Equipment	363	375	375
001-2103-521.31-17	Supplies-Uniform Purchase	347	250	250
001-2103-521.45-02	IMS Rental	2,247	2,203	2,210
001-2103-521.49-02	Printing & Binding	49	125	125
Total Property Control		91,698	98,800	102,744
Training				
001-2104-521.43-01	Transportation/Per Diem	15,220	15,000	15,000
001-2104-521.43-02	Dues, Subscriptions, Publ	514	450	450
001-2104-521.43-03	Registrations	10,417	15,000	15,000
001-2104-521.43-05	Memorial Fund-McMillen Sr	-	50	50
001-2104-521.49-05	Professional Development	2,845	3,000	9,568
Total Training		28,996	33,500	40,068
Crime Prevention				
001-2105-521.10-01	Salaries-Regular	99,795	101,026	103,048
001-2105-521.10-05	Salaries-Overtime	2,690	6,000	6,000
001-2105-521.20-01	Employer Paid Benefits	22,291	24,048	24,874
001-2105-521.31-01	Office & Operating Supply	7,948	1,965	1,965
001-2105-521.31-10	Supplies-Multi-Housing	324	400	400
001-2105-521.31-17	Supplies-Uniform Purchase	-	400	400
001-2105-521.41-01	Prof. Svc-Other	-	100	100
001-2105-521.42-01	Communications-Telephone	1,694	1,800	1,800
001-2105-521.43-02	Dues, Subscriptions, Publ	-	100	100
001-2105-521.45-01	Equipment Rental	2,326	2,408	3,108
001-2105-521.48-01	Rep & Maint-Equipment	-	10	10
001-2105-521.49-02	Printing & Binding	3,101	3,500	3,500
001-2105-521.49-10	Uniform Contract/Cleaning	63	400	400
001-2105-521.49-11	Public Education	752	750	750
Total Crime Prevention		140,984	142,907	146,455
Investigation and Apprehension				
001-2106-521.10-01	Salaries-Regular	765,684	778,392	656,870
001-2106-521.10-05	Salaries-Overtime	36,539	46,000	46,000
001-2106-521.20-01	Employer Paid Benefits	164,552	179,025	201,130

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Police				
Investigation and Apprehension-continued				
001-2106-521.31-01	Office & Operating Supply	7,114	6,962	6,962
001-2106-521.31-02	Small Tools & Equipment	1,176	1,400	1,400
001-2106-521.31-17	Supplies-Uniform Purchase	(1,393)	1,500	1,500
001-2106-521.41-01	Prof. Svc-Other	489	500	500
001-2106-521.42-01	Communications-Telephone	8,466	5,040	5,040
001-2106-521.43-02	Dues, Subscriptions, Publ	140	300	300
001-2106-521.45-01	Equipment Rental	26,202	27,137	35,027
001-2106-521.45-02	IMS Rental	11,235	3,432	3,443
001-2106-521.48-01	Rep & Maint-Equipment	148	500	500
001-2106-521.49-02	Printing & Binding	-	100	100
001-2106-521.49-10	Uniform Contract/Cleaning	2,165	4,000	4,000
Total Investigation and Apprehension		1,022,517	1,054,288	962,772
Protective Enforcement Patrol				
001-2107-521.10-01	Salaries-Regular	3,155,417	3,311,801	3,352,280
001-2107-521.10-05	Salaries-Overtime	334,357	334,250	327,000
001-2107-521.10-06	Salaries-Part-Time	7,303	9,271	9,483
001-2107-521.20-01	Employer Paid Benefits	840,562	930,391	963,469
001-2107-521.31-01	Office & Operating Supply	17,952	16,560	16,560
001-2107-521.31-02	Small Tools & Equipment	2,928	2,442	2,442
001-2107-521.31-05	Firearms/Ammunition	9,336	20,000	20,000
001-2107-521.31-06	Supplies-Water Patrol	561	394	394
001-2107-521.31-07	Supplies-Tactical Team	777	1,249	1,249
001-2107-521.31-08	Supplies-K-9 Unit	3,040	1,875	1,875
001-2107-521.31-17	Supplies-Uniform Purchase	31,801	35,000	35,000
001-2107-521.31-33	Supplies-Tactical Vests	8,846	12,790	12,790
001-2107-521.31-35	Supplies-Replaced Equip	19,950	20,000	30,000
001-2107-521.41-01	Prof. Svc-Other	43,298	43,395	43,395
001-2107-521.42-01	Communications-Telephone	36,791	44,127	42,227
001-2107-521.43-02	Dues, Subscriptions, Publ	315	200	200
001-2107-521.45-01	Equipment Rental	281,250	336,600	434,459
001-2107-521.45-02	IMS Rental	138,070	180,671	181,255
001-2107-521.45-03	Copier Rental	16,612	18,900	18,900
001-2107-521.48-01	Rep & Maint-Equipment	7,277	8,000	8,000
001-2107-521.49-02	Printing & Binding	1,583	1,754	1,754
001-2107-521.49-10	Uniform Contract/Cleaning	7,170	13,310	13,310

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Police				
Protective Enforcement Patrol-continued				
001-2107-521.49-30	Software Maintenance	-	-	765
001-2107-521.50-01	Olympia Range	8,000	9,300	9,605
001-2107-591.75-01	Capital Leases	1,273	-	-
001-2107-591.83-10	Capital Lease interest	490	-	-
001-2107-594.66-01	Capital Leases	11,897	-	-
001-2107-598.52-20	Vessel Reg Fee Program	15,284	-	-
Total Protective Enforcement Patrol		5,002,140	5,352,280	5,526,412
Traffic				
001-2108-521.10-01	Salaries-Regular	156,043	162,906	171,056
001-2108-521.10-05	Salaries-Overtime	15,228	23,500	23,500
001-2108-521.20-01	Employer Paid Benefits	42,737	46,186	49,539
001-2108-521.31-01	Office & Operating Supply	261	1,450	1,450
001-2108-521.31-02	Small Tools & Equipment	-	500	500
001-2108-521.31-17	Supplies-Uniform Purchase	-	500	500
001-2108-521.42-01	Communications-Telephone	1,226	1,200	1,200
001-2108-521.43-02	Dues, Subscriptions, Publ	-	50	50
001-2108-521.45-01	Equipment Rental	27,719	28,708	37,054
001-2108-521.45-08	Lease Miscellaneous	119,682	113,685	113,685
001-2108-521.48-01	Rep & Maint-Equipment	-	200	200
001-2108-521.49-10	Uniform Contract/Cleaning	977	400	400
Total Traffic		363,873	379,285	399,134
Volunteers				
001-2109-521.10-01	Salaries-Regular	28,780	29,117	31,019
001-2109-521.10-05	Salaries-Overtime	240	3,500	3,500
001-2109-521.20-01	Employer Paid Benefits	6,520	7,601	8,336
001-2109-521.31-01	Office & Operating Supply	420	450	450
001-2109-521.31-02	Small Tools & Equipment	125	125	125
001-2109-521.31-18	Uniforms	1,035	2,525	2,525
001-2109-521.43-01	Transportation/Per Diem	-	400	400
001-2109-521.43-02	Dues, Subscriptions, Publ	300	320	500
001-2109-521.43-03	Registrations	45	250	70

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Police				
Volunteers-continued				
001-2109-521.49-10	Uniform Contract/Cleaning	381	750	750
001-2109-521.49-57	Senior Patrol	928	2,500	2,500
Total Volunteers		38,774	47,538	50,175
Total Police		7,838,944	8,358,145	8,584,511



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PUBLIC WORKS ADMINISTRATION

Public Works Administration provides administrative support and assistance to all Public Works divisions. The Director of Public Works is responsible for the overall management of Utility Operations, Engineering, Water Resources, Utility Operations and Maintenance, Parks Maintenance, Facility Maintenance, and Streets Maintenance.

Administrative services are provided by one Management Analyst and one Department Assistant. Staff are responsible for customer service at the front counter, providing telephone support, file maintenance of public works and development projects, issuing permits, issuing water meters, and collecting a variety of fees. Staff also coordinate all interdepartmental efforts including the annual operating budgets of the department, payroll and purchasing, and computer and software acquisition. In addition, administrative support is provided for a variety of special projects and research as needed by the Public Works Director.

BUDGET SUMMARY

The 2012 budget for Public Works Administration is **\$80,076**. Some operating costs are recovered through the assessment of plan fees and charges to utilities or projects.

2012 PROJECTS, GOALS AND PRIORITIES

- Continue to emphasize and improve customer service throughout the department
- Optimize all resources allocated to the department
- Continue to improve support to all Directors, the City Council, and the City Manager
- Ensure division goals and priorities are facilitated and achieved

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Public Works Support Services				
General Services				
001-3101-532.10-01	Salaries-Regular	34,073	37,426	32,896
001-3101-532.10-05	Salaries-Overtime	7	200	200
001-3101-532.20-01	Employer Paid Benefits	9,486	12,809	10,711
001-3101-532.31-01	Office & Operating Supply	6,013	7,850	7,850
001-3101-532.31-02	Small Tools & Equipment	-	461	461
001-3101-532.31-27	Software Upgrade	1,141	1,500	1,500
001-3101-532.41-01	Prof. Svc-Other	-	1,000	1,000
001-3101-532.41-06	Codification/Microfilm	450	2,950	2,950
001-3101-532.43-01	Transportation/Per Diem	111	250	250
001-3101-532.43-02	Dues, Subscriptions, Publ	4,875	5,700	5,700
001-3101-532.43-03	Registrations	505	500	500
001-3101-532.45-01	Equipment Rental	5,719	5,243	5,536
001-3101-532.45-02	IMS Rental	9,833	6,050	8,222
001-3101-532.48-02	Rep & Maint-Equip Non-Pwr	-	300	300
001-3101-532.49-02	Printing & Binding	-	2,000	2,000
Total Public Works Support Services		72,213	84,239	80,076

PUBLIC WORKS-ENGINEERING

The City Engineer oversees the transportation, survey, design/construction management, and development review sections of the Public Works Department.

The Engineering staff identifies public improvement needs, designs and manages City-funded construction projects for utility and transportation systems, and provides technical support and information to utilities operators and the public. Engineering costs for these activities are charged to the utility or project for which the service is provided.

Engineering also reviews development proposals and inspects private construction of public facilities. This includes identifying the need for transportation and utility improvements. These costs are partially recovered from fees assessed to development for plan review and inspection services.

BUDGET SUMMARY

The Engineering budget is organized into six programs.

- General Services
- Transportation Engineering
- Water Utility Engineering
- Wastewater Utility Engineering
- Stormwater Utility Engineering
- Project Engineering

The total 2012 budget for Public Works Engineering is **\$2,725,510**. Some operating costs are recovered through the assessment of plan fees and charges to utilities or projects.

2012 PROJECTS, GOALS AND PRIORITIES

- Plan and execute the 2012 Street Overlay (Ruddell Road)
- Complete construction of Carpenter Road capacity improvements from Martin Way to Pacific Avenue
- Construct the Golf Club Road Extension
- Continue preparation of the Interchange Justification Report (IJR) for the Marvin Road and Martin Way Interchanges
- Complete first phase of traffic signal controller and cabinet upgrades (Smart Corridors)
- Complete design and begin right of way acquisition for the Hogum Bay Road Improvements
- Complete design of the College Street and 22nd Ave Roundabout
- Complete design of the Willamette Drive and 31st Ave Roundabout
- Continue design and right of way acquisition for College Street Extension NE
- Complete right of way acquisition for Yelm Highway sidewalk connection
- Complete design of the Marvin Road and 32nd Avenue Left Turn Lane
- Initiate right of way acquisition for the Rainier Road sidewalk
- Complete design for the Marvin Road and Hawks Prairie Road multi-lane roundabout
- Complete design of the Marvin Road and Britton Parkway Roundabout Free Right Lane

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Public Works Engineering Division				
General Services				
001-3201-532.10-01	Salaries-Regular	432,008	347,871	359,667
001-3201-532.10-05	Salaries-Overtime	257	3,000	3,000
001-3201-532.20-01	Employer Paid Benefits	133,511	137,716	140,613
001-3201-532.31-01	Office & Operating Supply	12,763	12,000	12,000
001-3201-532.31-02	Small Tools & Equipment	2,635	2,500	2,500
001-3201-532.31-17	Supplies-Uniform Purchase	1,403	3,000	3,000
001-3201-532.31-27	Software Upgrade	-	-	2,174
001-3201-532.41-01	Prof. Svc-Other	-	1,600	1,600
001-3201-532.42-01	Communications-Telephone	6,202	9,750	9,750
001-3201-532.43-01	Transportation/Per Diem	2,043	500	3,000
001-3201-532.43-02	Dues, Subscriptions, Publ	1,109	1,775	1,775
001-3201-532.43-03	Registrations	4,891	3,170	5,670
001-3201-532.44-03	Adv/Call for Bids	407	-	-
001-3201-532.45-01	Equipment Rental	63,889	57,082	66,231
001-3201-532.45-02	IMS Rental	54,055	57,424	59,584
001-3201-532.45-08	Lease Miscellaneous	529	7,720	7,720
001-3201-532.48-02	Rep & Maint-Equip Non-Pwr	615	1,020	1,020
001-3201-532.49-02	Printing & Binding	1,822	2,400	2,400
001-3201-532.49-03	Recording Fees	549	2,800	2,800
001-3201-532.49-06	Maintenance Contracts	2,319	5,698	5,698
001-3201-532.49-10	Uniform Contract/Cleaning	-	200	200
001-3201-532.49-30	Software Maintenance	23,263	21,500	23,000
001-3201-591.75-01	Capital Leases	5,098	-	-
001-3201-591.83-10	Capital Lease interest	652	-	-
Total General Services		750,020	327,855	350,735
Transportation Engineering				
001-3202-532.10-01	Salaries-Regular	285,906	297,825	310,805
001-3202-532.10-05	Salaries-Overtime	-	3,000	3,000
001-3202-532.10-06	Salaries-Part-Time	11,494	9,700	9,700
001-3202-532.20-01	Employer Paid Benefits	94,811	114,774	116,738
001-3202-532.31-01	Office & Operating Supply	435	700	700
001-3202-532.31-02	Small Tools & Equipment	8	300	300
001-3202-532.31-03	Traffic Counting Supplies	421	1,010	1,010
001-3202-532.31-17	Supplies-Uniform Purchase	16	75	75
001-3202-532.41-02	Prof. Svc-Engineering	556	2,000	2,000

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Public Works Engineering Division				
Transportation Engineering-continued				
001-3202-532.43-01	Transportation/Per Diem	-	250	250
001-3202-532.43-02	Dues, Subscriptions, Publ	937	1,250	1,250
001-3202-532.43-03	Registrations	90	500	500
001-3202-532.45-01	Equipment Rental	3,246	2,901	3,366
001-3202-532.45-02	IMS Rental	8,694	-	-
001-3202-532.49-02	Printing & Binding	-	180	180
Total Transportation Engineering		406,614	434,465	449,874
Water Utility Engineering				
001-3203-532.10-01	Salaries-Regular	184,516	212,292	219,844
001-3203-532.10-05	Salaries-Overtime	-	8,000	8,000
001-3203-532.10-06	Salaries-Part-Time	-	3,980	3,980
001-3203-532.20-01	Employer Paid Benefits	62,406	83,500	84,273
Total Water Utility Engineering		246,922	307,772	316,097
Wastewater Utility Engineering				
001-3204-532.10-01	Salaries-Regular	148,687	171,601	177,867
001-3204-532.10-05	Salaries-Overtime	-	10,000	10,000
001-3204-532.10-06	Salaries-Part-Time	-	3,980	3,980
001-3204-532.20-01	Employer Paid Benefits	49,574	73,882	67,242
Total Wastewater Utility Engineering		198,261	259,463	259,089
Stormwater Utility Engineering				
001-3205-532.10-01	Salaries-Regular	104,337	106,288	110,118
001-3205-532.10-05	Salaries-Overtime	-	2,000	2,000
001-3205-532.20-01	Employer Paid Benefits	35,523	42,121	41,654
Total Stormwater Utility Engineering		139,860	150,409	153,772
Project Engineering				
001-3206-532.10-01	Salaries-Regular	537,602	556,842	579,253
001-3206-532.10-05	Salaries-Overtime	16,641	10,000	10,000
001-3206-532.10-06	Salaries-Part-Time	-	13,550	550
001-3206-532.20-01	Employer Paid Benefits	200,357	235,363	243,473
Total Project Engineering		754,600	815,755	833,276
Total Public Works Engineering Division		2,496,277	2,646,590	2,725,510



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PUBLIC WORKS-PARKS MAINTENANCE

The Public Works Parks Maintenance Division maintains the grounds of all City-owned and operated buildings, water/wastewater facilities, parks, open space, roundabouts, planter strips, and green belts. This includes over 1000 acres of park land, grounds adjacent to occupied buildings, 74 water and wastewater sites, and 15 miles of right-of-way containing over 4,000 street trees.

The work performed by the Parks Maintenance Division includes routine and preventative maintenance, as well as repairs and special projects. Staff performs site repair, turf and grounds preservation, urban forest management, support of Parks and Recreation programs, limited construction, and support for volunteer and youth work groups. Work is prioritized to address safety and high community use areas.

BUDGET SUMMARY

The Parks budget is organized into four programs under the general service categories of Grounds.

- General Services
- Utilities/Right-of-Way
- Buildings/Structures/Grounds - Parks
- Rainier Vista Park Operations

The total 2012 budget for Parks, Grounds, and Facilities Maintenance is **\$2,318,097**. This includes staffing to 14 full-time equivalents. The staff adjusts seasonally with temporary labor to meet the demands created by warm weather and park activity. Parks Maintenance Operations are supported by the revenues the General Fund and Utility Tax receipts dedicated to parks maintenance.

2012 PROJECTS, GOALS AND PRIORITIES

- Develop innovative maintenance techniques through networking and training.
- Develop resource and operations plans for the Parks Maintenance Team.
- Maintain or improve current service levels.

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Public Works Parks Maintenance Division				
General Services				
001-3301-576.10-01	Salaries-Regular	256,195	180,938	187,576
001-3301-576.10-05	Salaries-Overtime	2,501	3,000	3,000
001-3301-576.10-06	Salaries-Part-Time	2,126	15,106	15,033
001-3301-576.20-01	Employer Paid Benefits	88,920	71,117	76,341
001-3301-576.20-03	Unemployment Compensation	29,563	25,500	25,500
001-3301-576.31-01	Office & Operating Supply	5,254	7,672	7,672
001-3301-576.31-17	Supplies-Uniform Purchase	6,152	6,385	6,385
001-3301-576.42-01	Communications-Telephone	2,400	5,925	5,925
001-3301-576.43-01	Transportation/Per Diem	447	2,820	2,820
001-3301-576.43-02	Dues, Subscriptions, Publ	680	835	835
001-3301-576.43-03	Registrations	3,418	1,792	1,792
001-3301-576.45-01	Equipment Rental	16,534	19,750	15,480
001-3301-576.45-02	IMS Rental	8,552	9,958	8,469
001-3301-576.49-10	Uniform Contract/Cleaning	-	2,342	2,342
001-3301-576.49-35	CDL-Physicals/Licenses	1,670	958	958
001-3301-576.50-02	Common Facilities-1902	25,386	29,390	32,941
Total General Services		449,798	383,488	393,069
Utilities/Right of Way				
001-3302-576.10-01	Salaries-Regular	141,890	206,292	216,420
001-3302-576.10-05	Salaries-Overtime	298	600	600
001-3302-576.10-06	Salaries-Part-Time	81,154	70,496	75,165
001-3302-576.20-01	Employer Paid Benefits	82,569	123,796	126,511
001-3302-576.31-01	Office & Operating Supply	33,635	36,250	36,250
001-3302-576.31-02	Small Tools & Equipment	1,844	1,675	1,675
001-3302-576.41-01	Prof. Svc-Other	17,879	13,468	13,468
001-3302-576.42-01	Communications-Telephone	849	1,490	1,490
001-3302-576.45-01	Equipment Rental	47,501	51,454	40,332
001-3302-576.47-01	Utility-Electric	1,289	1,300	1,300
001-3302-576.47-02	Utility-City of Lacey	39,713	49,000	49,000
001-3302-576.48-01	Rep & Maint-Equipment	1,037	2,617	2,617
001-3302-576.48-15	Repairs & Maint - Grounds	-	1,350	1,350
Total Utilities/Right of Way		449,658	559,788	566,178

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Public Works Parks Maintenance Division				
Building/Structures/Grounds				
001-3303-576.10-01	Salaries-Regular	319,216	352,112	368,300
001-3303-576.10-05	Salaries-Overtime	299	1,500	1,500
001-3303-576.10-06	Salaries-Part-Time	77,366	95,673	100,220
001-3303-576.20-01	Employer Paid Benefits	148,723	182,358	193,512
001-3303-576.20-03	Unemployment Compensation	2,821	-	-
001-3303-576.31-01	Office & Operating Supply	60,596	55,470	55,470
001-3303-576.31-02	Small Tools & Equipment	5,012	5,323	5,323
001-3303-576.34-01	Fuel	4,217	4,238	4,238
001-3303-576.41-01	Prof. Svc-Other	12,657	16,882	16,882
001-3303-576.42-01	Communications-Telephone	369	950	950
001-3303-576.45-01	Equipment Rental	107,767	172,445	135,170
001-3303-576.45-05	Rentals-Other	3,996	6,300	6,300
001-3303-576.46-02	Insurance-Fire/Property	4,202	4,811	4,811
001-3303-576.47-01	Utility-Electric	16,505	14,000	14,000
001-3303-576.47-02	Utility-City of Lacey	56,995	76,000	76,000
001-3303-576.48-01	Rep & Maint-Equipment	1,126	4,000	4,000
001-3303-576.48-03	Rep & Maint-Facilities	-	512	512
Total Building/Structures/Grounds		821,867	992,574	987,188
Rainier Vista Park				
001-3304-576.10-01	Salaries-Regular	70,926	69,323	73,144
001-3304-576.10-05	Salaries-Overtime	61	1,000	1,000
001-3304-576.10-06	Salaries-Part-Time	53,119	55,390	60,132
001-3304-576.20-01	Employer Paid Benefits	31,343	35,737	36,842
001-3304-576.31-01	Office & Operating Supply	46,326	45,310	45,310
001-3304-576.31-02	Small Tools & Equipment	1,552	1,350	1,350
001-3304-576.41-01	Prof. Svc-Other	875	596	596
001-3304-576.42-01	Communications-Telephone	1,571	1,514	1,514
001-3304-576.45-01	Equipment Rental	49,723	36,038	96,562
001-3304-576.45-02	IMS Rental	1,581	1,402	1,562
001-3304-576.46-02	Insurance-Fire/Property	1,827	1,810	1,810
001-3304-576.47-01	Utility-Electric	5,006	6,500	6,500
001-3304-576.47-02	Utility-City of Lacey	23,816	38,000	38,000
001-3304-576.47-07	Utility-Solid Waste	6,037	5,700	5,700

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Public Works Parks Maintenance Division				
Rainier Vista Park-continued				
001-3304-576.48-01	Rep & Maint-Equipment	1,499	950	950
001-3304-576.48-03	Rep & Maint-Facilities	1,265	450	450
001-3304-576.48-15	Repairs & Maint - Grounds	351	-	-
001-3304-576.49-23	Custodial	-	240	240
Total Rainier Vista Park		296,878	301,310	371,662
Total Public Works Parks Maintenance Division		2,018,201	2,237,160	2,318,097

PUBLIC WORKS-FACILITIES MAINTENANCE

The Public Works Facilities Maintenance Division is responsible for the maintenance of over 125,000 square feet of occupied buildings, including City Hall, Lacey Timberline Library, Lacey Museum, Maintenance Service Center, Jacob Smith House, Community Center, Senior Center, and over 74 water/wastewater facilities. Support is also provided to the Water and Wastewater divisions on an as needed basis.

BUDGET SUMMARY

The Facilities Maintenance Division is organized into one budget program under the umbrella of the General Fund. Funding for work in Water and Wastewater is provided through the applicable utility on as needed basis.

The total 2012 budget is **\$432,546**. The department is staffed by one Senior Maintenance Technician and one Seasonal Assistant.

2012 PROJECTS, GOALS AND PRIORITIES

- Continue to emphasize and provide quick work order response times to our customers.

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Public Works Facilities Maintenance Division				
Facilities Maintenance				
001-3601-514.31-23	Supplies-Building Maint.	2,744	1,650	1,650
001-3601-514.31-24	Small Tools & Equip-Grnds	-	400	400
001-3601-514.31-29	Supplies-Grounds Maint.	3,631	3,930	3,930
001-3601-514.41-31	Prof. Svc-Building Maint.	9,854	6,870	6,870
001-3601-514.41-39	Prof. Svc-Tree Evaluation	-	585	585
001-3601-514.48-03	Rep & Maint-Facilities	15,404	29,778	37,450
001-3601-514.48-10	Rep & Maint-Equip-Grnds	200	200	200
001-3601-514.49-06	Maintenance Contracts	31,008	37,560	37,560
001-3601-514.49-23	Custodial	103,733	136,920	136,920
001-3601-519.10-01	Salaries-Regular	63,014	55,209	59,197
001-3601-519.10-05	Salaries-Overtime	2,188	1,000	1,000
001-3601-519.10-06	Salaries-Part-Time	13,129	15,106	13,920
001-3601-519.20-01	Employer Paid Benefits	28,764	30,429	32,096
001-3601-519.20-03	Unemployment Compensation	1,558	600	600
001-3601-519.31-17	Supplies-Uniform Purchase	236	500	500
001-3601-519.42-01	Communications-Telephone	527	741	741
001-3601-519.43-01	Transportation/Per Diem	-	500	500
001-3601-519.43-03	Registrations	-	345	345
001-3601-519.45-01	Equipment Rental	10,544	10,401	11,645
001-3601-519.45-02	IMS Rental	1,580	1,423	1,462
001-3601-519.49-06	Maintenance Contracts	-	350	350
001-3601-519.49-10	Uniform Contract/Cleaning	-	950	950
001-3601-572.31-23	Supplies-Building Maint.	1,481	5,385	5,385
001-3601-572.31-24	Small Tools & Equip-Grnds	-	503	503
001-3601-572.31-29	Supplies-Grounds Maint.	2,266	2,184	2,184
001-3601-572.41-01	Prof. Svc-Other	2,962	3,420	3,420
001-3601-572.41-31	Prof. Svc-Building Maint.	1,159	2,964	2,964
001-3601-572.48-03	Rep & Maint-Facilities	3,091	1,143	16,521
001-3601-572.48-10	Rep & Maint-Equip-Grnds	99	130	130
001-3601-572.49-06	Maintenance Contracts	19,601	22,220	22,220
001-3601-572.49-23	Custodial - Library	15,735	30,348	30,348
Total Public Works Facilities Maintenance		334,508	403,744	432,546

PLANNING & COMMUNITY DEVELOPMENT

The Department of Community Development is responsible for the City's full range of land use and construction code compliance services. The Department's mission is to ensure the highest quality of development and construction in the City, and provide citizens with timely and accurate assistance concerning City regulations, goals and policies. The major divisions in the Department include Building and Code Enforcement, Advanced and Current Planning, and support services to the Hearings Examiner. These program efforts are summarized below. Department services are provided by 17.75 full-time employees.

The Building and Code Enforcement Division assures compliance with the full family of International Codes including construction, fire safety, electrical and plumbing codes. This division is also responsible for coordination with other City departments to assure that land use codes, and other construction related regulations are fully met. The code enforcement section performs general City code enforcement including but not limited to zoning, property management, housing, grading and other enforcement and violation issues. Additionally, the Building Official/Fire Marshal oversees special building construction activity for projects such as the City Hall addition and Parks Buildings associated with the bond improvements.

No staff additions are proposed in 2012. Both current planning projects and construction activity are slower compared to the historic high of 2006. The Department does not anticipate activity will pick up for 2012.

The Advanced Planning staff, in conjunction with the Planning Commission, the City Council, and Administration, develop and administer long range plans to achieve the growth and development goals of the City and the State Growth Management Act. This division is responsible for the major citizen involvement process for compliance with the Growth Management Act public involvement process. Advanced Planning is dedicated primarily to drafting public land use policy, compliance with the State Growth Management Act, and inter-jurisdictional planning efforts. Due to recent and ongoing legislative and administrative actions at the State level, amendments to City ordinances will need to be reviewed and kept up-to-date.

Current Planning staff reviews land use applications and related development permits for compliance with federal, state and City guidelines and regulations. Permit activity to process major residential development is expected to slow over the next couple of years. With a strong emphasis in the City's economic development policies, current planning staff closely monitors the relationship between development permits and economic growth. The current planning division also closely monitors related ordinances for enforcement of environmental quality, wetland and tree regulations. Current planning staff frequently participates in strategic implementation plans at the direction of Council for specific planning projects. Implementation of strategic plans frequently leads to additional Site Design Review standards. Accelerated commercial construction and rehabilitation/re-development has increased the emphasis on design review of projects.

The Hearings Examiner provides an official quasi-judicial review and objective hearing process to respond to individual applications for land use permits, administrative interpretations, wetland permits, shoreline permits and appeals.

BUDGET SUMMARY

The 2012 budget for Community Development is **\$1,884,367**. The Department has generally been able to fund all expenses from permit and fee revenues assessed users of City services. Due to the current economic downturn, revenues from permits continue to be significantly reduced.

2012 PROGRAMS, GOALS & PRIORITIES:

- Maintain timely plan review and inspection level of service
- Continue implementation and enhancement of permit tracking system and new Geographical Information Services
- Maintain land use permit and customer response level of service
- Maintain ongoing monitoring of comprehensive plan and amend as necessary through annual process, and monitor success of regulatory reform efforts
- Continue economic development efforts, especially as related to timely development of permit processing
- Implement the policies and recommendations contained within the 2011 update of the Downtown 2000 plan and Woodland District Guidelines
- Update the Economic Development Plan and identify for economic development strategies to create jobs and revenue to serve the Lacey Community
- Respond to State Mandated land use, shoreline, and environmental requirements
- Regularly monitor development activity and approved projects to provide key information and reporting to Public Works on water system demands
- Conduct the 5 year review and update of the Urban Forestry Management Plan
- Coordinate, conduct and provide fire services, inspection and education.
- Implement and maintain the Resource Conservation Program
- Commence the review, analysis for the update of the Comprehensive Plan meeting the provisions of the Growth Management Act
- Continue in-house energy audit program through the Building Division with the goal of identifying significant energy savings

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Planning and Community Development				
General Services				
001-3701-558.10-01	Salaries-Regular	408,801	430,135	438,638
001-3701-558.10-05	Salaries-Overtime	7,983	5,000	5,000
001-3701-558.20-01	Employer Paid Benefits	151,182	182,021	182,319
001-3701-558.31-01	Office & Operating Supply	6,198	6,500	6,500
001-3701-558.31-27	Software Upgrade	-	-	2,174
001-3701-558.41-12	Special Needs Interpreter	-	500	500
001-3701-558.41-24	Tree Protection Specialist	24,353	38,000	38,000
001-3701-558.43-01	Transportation/Per Diem	554	2,000	3,500
001-3701-558.43-02	Dues, Subscriptions, Publ	2,838	3,000	3,000
001-3701-558.43-03	Registrations	750	2,300	3,300
001-3701-558.44-05	Adv/Public Hearings	7,920	14,000	14,000
001-3701-558.45-02	IMS Rental	81,496	77,366	69,420
001-3701-558.49-02	Printing & Binding	1,300	3,000	4,000
001-3701-558.49-20	Special Projects	-	4,000	4,000
Total General Services		693,375	767,822	774,351
Building Codes				
001-3702-524.10-01	Salaries-Regular	608,858	661,924	606,057
001-3702-524.10-05	Salaries-Overtime	1,492	13,000	13,000
001-3702-524.10-06	Salaries-Part-Time	-	6,200	6,200
001-3702-524.20-01	Employer Paid Benefits	220,014	285,903	256,553
001-3702-524.31-01	Office & Operating Supply	5,044	22,750	22,750
001-3702-524.41-01	Prof Svc-Other	10,364	59,000	55,000
001-3702-524.41-06	Codification/Microfilm	450	8,000	8,000
001-3702-524.41-35	Prof Svc-Hazard Abatement	-	-	5,000
001-3702-524.42-01	Communications-Telephone	1,755	2,400	2,400
001-3702-524.43-01	Transportation/Per Diem	392	2,600	3,100
001-3702-524.43-02	Dues, Subscriptions, Publ	1,016	11,715	11,715
001-3702-524.43-03	Registrations	885	3,000	3,000
001-3702-524.45-01	Equipment Rental	27,061	23,481	26,849
001-3702-524.49-02	Printing & Binding	770	800	800
Total Building Codes		878,101	1,100,773	1,020,424

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Planning and Community Development				
Hearings Examiner				
001-3703-558.10-01	Salaries-Regular	29,950	33,590	35,142
001-3703-558.10-05	Salaries-Overtime	407	500	500
001-3703-558.20-01	Employer Paid Benefits	10,961	14,619	13,950
001-3703-558.31-01	Office & Operating Supply	-	2,500	2,500
001-3703-558.41-10	Prof/Hearings Examiner	35,838	36,000	36,000
001-3703-558.44-05	Adv/Public Hearings	-	1,500	1,500
Total Hearings Examiner		77,156	88,709	89,592
Total Planning and Community Development		1,648,632	1,957,304	1,884,367

PUBLIC WORKS-WATER RESOURCES

The Water Resources Division of the Public Works Department provides a variety of technical, engineering and professional services relating to the water, wastewater, reclaimed water, and stormwater utilities. These services include planning, regulatory compliance, community education/outreach, design and capital facilities programming, comprehensive review of developer utility projects, and broad oversight within the utilities. The Water Resources Division draws upon resources both within and outside of the City to provide cross-departmental services throughout the City. The Water Resources Manager, a Senior Utility Engineer, three Utility Engineers, a Water Resource Specialist, a Water Quality Analyst, two Engineering Tech III's, and part-time and temporary employees provide Division services.

Water Resources is leading the City's efforts in a myriad of resource management issues, including: watershed planning, regional source development, water right acquisition, wastewater reduction, stormwater management, water conservation, water reuse, and ground/surface water quality monitoring. The Water Resource staff manages programs for cross-connection control, customer response, well-head protection, distribution system monitoring, volunteer programs, Project Green and Stream Team. Staff also participates with other local, state and federal agencies for regulatory issues, including wetland protection, water quality standards, permits, and environmental program evaluation. Additionally, Water Resources is the lead agency within the City for compliance with the Endangered Species Act. Water Resources is also the lead for providing engineering design/troubleshooting for the water, wastewater and stormwater utilities' comprehensive planning, capital projects and operational strategies.

BUDGET SUMMARY

Implementing sound management practices and enhancing service to both internal and external customers remain the foremost goals of the Water Resources Division for 2012. In addition, Water Resources will emphasize and enhance our cross connection control efforts to minimize exposure to system contamination. The total budget for Water Resources is **\$990,243**.

2012 PROJECTS, GOALS AND PRIORITIES

- Obtain the Betti & Hawks Prairie 2 water rights
- Implement the programmatic requirements of NPDES II
- Monitor WRIA activities and assist in developing policy to ensure appropriate protection of these critical water resource areas
- Follow progress with the two Shellfish Protection Districts and participate as appropriate
- Identify and pursue property acquisitions and grant funding to address stormwater treatment requirements
- Develop the Reclaimed Water Utility including support facilities necessary to serve the Gateway Project, Regional Athletic Complex, and future water right mitigation efforts
- Purchase water rights in the Deschutes River basin and commence with initial water rights mitigation efforts at a resource property

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Public Works Water Resource Division				
General Services				
001-3801-532.10-01	Salaries-Regular	102,680	135,833	147,692
001-3801-532.10-06	Salaries-Part-Time	-	13,026	-
001-3801-532.20-01	Employer Paid Benefits	36,758	60,456	61,855
001-3801-532.20-03	Unemployment Compensation	2,048	-	-
001-3801-532.31-01	Office & Operating Supply	2,934	8,000	8,000
001-3801-532.31-02	Small Tools & Equipment	1,787	5,000	5,000
001-3801-532.31-17	Supplies-Uniform Purchase	460	500	500
001-3801-532.31-27	Software Upgrade	576	6,000	6,000
001-3801-532.41-01	Prof. Svc-Other	1,500	1,500	1,500
001-3801-532.42-01	Communications-Telephone	310	100	100
001-3801-532.42-02	Communications-Postage	45	1,000	3,000
001-3801-532.43-01	Transportation/Per Diem	229	4,000	4,000
001-3801-532.43-02	Dues, Subscriptions, Publ	2,640	2,800	2,800
001-3801-532.43-03	Registrations	884	5,000	5,000
001-3801-532.45-01	Equipment Rental	12,571	12,184	13,571
001-3801-532.45-02	IMS Rental	19,639	18,497	15,752
001-3801-532.48-01	Rep & Maint-Equipment	-	350	350
001-3801-532.49-02	Printing & Binding	-	500	3,500
001-3801-532.49-03	Recording Fees	114	300	300
Total General Services		185,175	275,046	278,920
Water Utility				
001-3803-532.10-01	Salaries-Regular	188,644	163,133	172,756
001-3803-532.10-05	Salaries-Overtime	1,042	5,200	5,200
001-3803-532.10-06	Salaries-Part-Time	11,682	-	13,026
001-3803-532.20-01	Employer Paid Benefits	69,661	67,089	67,261
Total Water Utility		271,029	235,422	258,243
Wastewater Utility				
001-3804-532.10-01	Salaries-Regular	23,375	40,838	43,254
001-3804-532.10-05	Salaries-Overtime	-	500	500
001-3804-532.10-06	Salaries-Part-Time	3,815	3,200	3,200
001-3804-532.20-01	Employer Paid Benefits	8,965	18,779	18,657
Total Wastewater Utility		36,155	63,317	65,611

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Public Works Water Resource Division				
Stormwater Utility				
001-3805-532.10-01	Salaries-Regular	131,435	127,563	127,245
001-3805-532.10-05	Salaries-Overtime	1,842	3,000	3,000
001-3805-532.10-06	Salaries-Part-Time	9,095	22,491	22,491
001-3805-532.20-01	Employer Paid Benefits	55,737	63,422	60,369
Total Stormwater Utility		198,109	216,476	213,105
Water Resource Projects				
001-3806-532.10-01	Salaries-Regular	117,057	113,935	123,879
001-3806-532.10-05	Salaries-Overtime	-	500	500
001-3806-532.10-06	Salaries-Part-Time	508	500	500
001-3806-532.20-01	Employer Paid Benefits	41,999	47,869	49,485
Total Water Resource Projects		159,564	162,804	174,364
Total Public Works Water Resource Division		850,032	953,065	990,243



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PARKS AND RECREATION

The mission of the City of Lacey Parks and Recreation Department is to enhance our community with parks, open space and natural habitat areas, and to provide Lacey's citizens with the best possible recreational opportunities through its facilities, services, and programs. The Department plans City parks, trails, open space, and natural habitat areas to meet current and future community needs. Parks and Recreation staff include the Director, one Facility Manager at the Regional Athletic Complex, three full-time Department Assistants, four Recreation Supervisors, five Recreation Coordinators, one Recreation Assistant at the Lacey Community Center, one Museum Curator, and many seasonal part-time employees.

BUDGET SUMMARY

The Parks and Recreation Department budget is organized into nine programs.

- General Services
- Youth/Teens
- Recreation Administration
- Aquatics
- Physical Activities/Sports
- Cultural Arts and Education
- Outdoor Activities
- Fitness
- Special Events/Activities

The total 2012 budget for Parks and Recreation is **\$2,147,923**. The direct cost of most recreation programs and classes is recovered through user fees with the exception of the Long Lake Park lifeguards, some special events, and the Summer Playground Pals Program.

Many of the City's programs and indoor activities are possible and cost effective due to the use of school facilities under the long standing Joint Use Agreement between Lacey and North Thurston Public Schools. The cost to use the three pools is not fully recovered by fees charged for swim lessons and open swim, and is subsidized by the City.

The City does not offer its own specialized recreation program, but contributes financial support at historical levels to Thurston County to manage a county-wide program.

2012 PROGRAMS, GOALS AND PRIORITIES

- General Services: Provide for the continued operations of the Senior Center Services while construction is in progress.
- Youth/Teens: Continue the community and grant-supported summer playground and hot lunch program, and pursue a stable source of funds.
- Recreation Administration: Expand marketing of programs and activities. Improve on-line marketing.
- Aquatics: Offer new and more aquatic programs to increase revenues to reduce the subsidy for the Pool Agreement with NTPS.
- Physical Activities/Sports: Increase sponsorship revenues and volunteer recruitment to enhance current programs.
- Cultural Arts and Education: Ensure that revenues generated by course fees cover expenditures.
- Outdoor Activities: Work in partnership with the local sponsors and volunteers to offer the youth fishing program and other outdoor programs.
- Fitness: Actively market programs in partnership with the high schools and middle schools to increase participation in existing programs.
- Special Events/Activities: Expand visibility, offer events at different locations and times, and improve year-round special events to attract more participants.

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Parks and Recreation				
General Services				
001-7401-574.10-01	Salaries-Regular	121,390	122,035	139,623
001-7401-574.10-06	Salaries-Part-Time	112	-	-
001-7401-574.20-01	Employer Paid Benefits	38,668	46,777	47,756
001-7401-574.31-01	Office & Operating Supply	1,247	1,500	1,500
001-7401-574.31-02	Small Tools & Equipment	709	1,000	1,000
001-7401-574.41-01	Prof. Svc-Other	16,277	45,000	19,000
001-7401-574.41-40	Prof. Svc-Milfoil Project	414	1,500	1,500
001-7401-574.43-01	Transportation/Per Diem	-	670	128
001-7401-574.43-02	Dues, Subscriptions, Publ	200	720	977
001-7401-574.43-03	Registrations	477	750	600
001-7401-574.44-02	Adv/Part-time Position	-	-	200
001-7401-574.45-01	Equipment Rental	2,380	2,221	2,700
001-7401-574.45-02	IMS Rental	9,952	9,223	10,018
001-7401-574.48-01	Rep & Maint-Equipment	-	150	50
001-7401-574.49-02	Printing & Binding	217	400	200
001-7401-574.49-05	Professional Development	1,618	5,000	3,000
001-7401-574.49-06	Maintenance Contracts	-	50	50
001-7401-574.49-25	Assessments/Taxes	12,975	13,400	13,400
001-7401-574.49-30	Software Maintenance	-	1,675	1,675
001-7401-574.60-17	Replacement Reserves	11,072	11,450	16,670
Total General Services		217,708	263,521	260,047
Youth/Teens				
001-7402-574.10-01	Salaries-Regular	131,150	116,647	120,519
001-7402-574.10-05	Salaries-Overtime	2,982	2,000	2,000
001-7402-574.10-06	Salaries-Part-Time	120,336	126,070	120,080
001-7402-574.20-01	Employer Paid Benefits	63,545	63,778	70,138
001-7402-574.31-01	Office & Operating Supply	15,609	16,165	15,900
001-7402-574.31-02	Small Tools & Equipment	4,627	4,950	4,950
001-7402-574.41-01	Prof. Svc-Other	149,079	132,877	121,641
001-7402-574.45-06	Rentals-School Facilities	1,876	5,155	5,155
001-7402-574.49-02	Printing & Binding	828	880	880
001-7402-574.60-17	Replacement Reserves	-	3,657	-
Total Youth/Teens		490,032	472,179	461,263

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Parks and Recreation				
Recreation Administration				
001-7403-574.10-01	Salaries-Regular	138,315	158,811	155,529
001-7403-574.10-05	Salaries-Overtime	2,677	4,300	4,300
001-7403-574.10-06	Salaries-Part-Time	7,231	12,340	12,340
001-7403-574.20-01	Employer Paid Benefits	62,124	78,649	77,362
001-7403-574.31-01	Office & Operating Supply	5,674	7,500	7,500
001-7403-574.31-02	Small Tools & Equipment	1,011	500	500
001-7403-574.31-17	Supplies-Uniforms	-	500	500
001-7403-574.41-01	Prof. Svc-Other	4,155	22,500	9,500
001-7403-574.41-37	Prof Svc-Sunshine Program	8,055	8,200	8,200
001-7403-574.42-01	Communications-Telephone	1,781	2,000	2,000
001-7403-574.42-03	Communications-Recreation	52,005	66,000	64,450
001-7403-574.43-01	Transportation/Per Diem	475	1,201	1,201
001-7403-574.43-02	Dues, Subscriptions, Publ	1,877	725	725
001-7403-574.43-03	Registrations	2,966	3,180	4,180
001-7403-574.44-02	Adv/Part-time Position	371	1,850	850
001-7403-574.45-01	Equipment Rental	20,232	18,667	22,698
001-7403-574.45-02	IMS Rental	28,466	23,838	29,480
001-7403-574.45-05	Rentals-Other	12,018	11,000	1
001-7403-574.45-06	Rentals-School Facilities	825	800	800
001-7403-574.49-02	Printing & Binding	4,143	2,700	2,700
001-7403-574.49-06	Maintenance Contracts	9,277	7,700	9,250
001-7403-574.49-25	Assessments/Taxes	-	-	900
001-7403-574.49-58	Misc-Scholarships	2,621	10,000	6,678
Total Recreation Administration		366,299	442,961	421,644
Aquatics				
001-7404-574.10-01	Salaries-Regular	49,985	65,471	68,642
001-7404-574.10-05	Salaries-Overtime	2,592	1,000	1,000
001-7404-574.10-06	Salaries-Part-Time	103,803	104,500	106,500
001-7404-574.20-01	Employer Paid Benefits	31,720	44,174	42,827
001-7404-574.20-03	Unemployment Compensation	29	-	-
001-7404-574.31-01	Office & Operating Supply	5,763	6,050	7,050
001-7404-574.31-02	Small Tools & Equipment	2,254	2,500	2,500
001-7404-574.41-11	Prof. Svc-Recreational	-	200	200
001-7404-574.43-01	Transportation/Per Diem	-	200	200

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Parks and Recreation				
Aquatics-continued				
001-7404-574.43-03	Registrations	75	200	200
001-7404-574.45-09	North Thurston Pool Agree	113,236	100,000	100,000
001-7404-574.60-17	Replacement Reserves	-	3,034	-
Total Aquatics		309,457	327,329	329,119
Physical Activities				
001-7405-574.10-01	Salaries-Regular	96,505	105,104	108,542
001-7405-574.10-05	Salaries-Overtime	1,917	1,000	1,000
001-7405-574.10-06	Salaries-Part-Time	35,342	36,551	38,836
001-7405-574.20-01	Employer Paid Benefits	41,679	54,176	51,708
001-7405-574.20-03	Unemployment Compensation	1,413	-	-
001-7405-574.31-01	Office & Operating Supply	10,123	10,300	16,750
001-7405-574.31-02	Small Tools & Equipment	5,619	5,000	5,650
001-7405-574.41-11	Prof. Svc-Recreational	65,859	59,000	42,150
001-7405-574.45-05	Rentals-Other	1,895	3,150	17,880
001-7405-574.45-06	Rentals-School Facilities	28,246	37,250	35,805
001-7405-574.48-01	Rep & Maint-Equipment	230	350	600
001-7405-574.49-02	Printing & Binding	2,364	2,000	3,550
001-7405-574.60-17	Replacement Reserves	-	3,915	3,915
Total Physical Activities		291,192	317,796	326,386
Cultural Arts and Education				
001-7406-574.10-01	Salaries-Regular	14,826	15,241	15,977
001-7406-574.10-06	Salaries-Part-Time	17,179	26,418	19,418
001-7406-574.20-01	Employer Paid Benefits	7,555	9,928	11,190
001-7406-574.31-01	Office & Operating Supply	1,015	2,600	2,600
001-7406-574.31-02	Small Tools & Equipment	98	1,000	1,000
001-7406-574.41-01	Prof. Svc-Other	16,657	11,000	18,000
001-7406-574.44-02	Adv/Part-time Position	-	50	50
001-7406-574.45-05	Rentals-Other	3,058	6,000	6,000
001-7406-574.45-06	Rentals-School Facilities	1,046	1,000	1,000
001-7406-574.49-02	Printing & Binding	-	20	20
Total Cultural Arts and Education		61,434	73,257	75,255

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Parks and Recreation				
Outdoor Activities				
001-7407-574.10-01	Salaries-Regular	19,216	13,399	14,047
001-7407-574.10-05	Salaries-Overtime	550	200	200
001-7407-574.10-06	Salaries-Part-Time	5,725	6,500	6,500
001-7407-574.20-01	Employer Paid Benefits	7,049	6,561	6,232
001-7407-574.20-03	Unemployment Compensation	-	100	100
001-7407-574.31-01	Office & Operating Supply	580	2,000	1,740
001-7407-574.31-02	Small Tools & Equipment	30	200	200
001-7407-574.41-01	Prof. Svc-Other	7,403	20,338	10,550
001-7407-574.45-05	Rentals-Other	59	-	60
001-7407-574.45-06	Rentals-School Facilities	-	100	40
001-7407-574.60-17	Replacement Reserves	-	537	-
Total Outdoor Activities		40,612	49,935	39,669
Fitness				
001-7408-574.10-01	Salaries-Regular	13,035	13,399	14,047
001-7408-574.10-05	Salaries-Overtime	330	100	100
001-7408-574.10-06	Salaries-Part-Time	5,842	9,100	6,900
001-7408-574.20-01	Employer Paid Benefits	5,047	7,511	6,277
001-7408-574.31-01	Office & Operating Supply	947	400	200
001-7408-574.31-02	Small Tools & Equipment	1,892	1,700	1,700
001-7408-574.41-01	Prof. Svc-Other	10,635	9,190	7,900
001-7408-574.43-03	Registrations	388	-	-
001-7408-574.45-05	Rentals-Other	1,320	1,100	1,900
001-7408-574.45-06	Rentals-School Facilities	694	2,100	700
001-7408-574.60-17	Replacement Reserves	-	545	-
Total Fitness		40,130	45,145	39,724
Special Events				
001-7409-574.10-01	Salaries-Regular	75,255	78,402	82,370
001-7409-574.10-05	Salaries-Overtime	572	-	-
001-7409-574.10-06	Salaries-Part-Time	6,586	6,000	6,000
001-7409-574.20-01	Employer Paid Benefits	34,530	41,893	43,996
001-7409-574.31-01	Office & Operating Supply	7,491	9,500	11,700
001-7409-574.31-02	Small Tools & Equipment	2,217	2,000	2,000
001-7409-574.41-11	Prof. Svc-Recreational	28,230	42,500	41,000

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Parks and Recreation				
Special Events				
001-7409-574.43-01	Transportation/Per Diem	759	-	-
001-7409-574.43-03	Registrations	370	-	-
001-7409-574.45-05	Rentals-Other	4,448	4,500	4,500
001-7409-574.45-06	Rentals-School Facilities	-	200	200
001-7409-574.48-01	Rep & Maint-Equipment	-	50	50
001-7409-574.49-02	Printing & Binding	3,220	3,000	3,000
Total Special Events		163,678	188,045	194,816
Total Parks and Recreation		1,980,542	2,180,168	2,147,923

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Other Operating Expense				
Other Operating Expense				
001-7501-519.69-01	Estimated Ending Fund Bal	-	111,580	-
001-7501-581.10-00	Loan Issued to Other Fund	-	750,000	-
001-7501-597.02-01	Transfers out	100,000	8,205,748	100,000
Total Other Operating Expense		100,000	8,955,748	100,000
Total Current Expense Fund Expenditures		28,538,869	34,822,644	26,262,052



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CRIMINAL JUSTICE FUND

The Criminal Justice Fund was established in 1990 to account for the revenue and expenditures associated with special purpose public safety resources. State legislative action provided extra funding for criminal justice related activities with revenue coming from local option sales tax of .001 cents. Other funding comes from the Washington State Department of Community, Trade and Economic Development (CTED). The Criminal Justice Fund provides funding support for 4 full-time Police Officers and 3 Community Service Officers.

BUDGET SUMMARY

The total budget for 2012 is **\$585,615**. This budget amount maintains the current level of staffing and services.

2012 PROJECTS, GOALS AND PRIORITIES

- Continue enhancement of the department's policing philosophies

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Criminal Justice Fund - Revenues</i>				
Revenues				
003-0000-313.70-00	Sales Tax-Crim/Justice	564,846	523,167	536,501
003-0000-336.06-21	Criminal Justice - Pop	8,826	9,631	10,708
003-0000-336.06-26	Special Programs	33,380	32,505	36,406
003-0000-336.06-51	DUI/Other Criminal Asst	7,267	-	-
003-0000-361.11-00	Investment Interest	2,173	2,000	2,000
Total Criminal Justice Fund Revenues		616,492	567,303	585,615

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Criminal Justice Fund - Expenditures</i>				
Police				
Investigation and Apprehension				
003-2106-521.10-01	Salaries-Regular	345,728	337,563	370,807
003-2106-521.10-05	Salaries-Overtime	24,028	26,000	26,000
003-2106-521.10-06	Salaries-Part-Time	-	10,164	-
003-2106-521.20-01	Employer Paid Benefits	96,258	112,977	138,455
003-2106-521.31-01	Office & Operating Supply	698	725	725
003-2106-521.31-02	Small Tools & Equipment	1,162	1,100	1,100
003-2106-521.31-09	Supplies-Bike Patrol	972	2,000	2,000
003-2106-521.31-17	Supplies-Uniform Purchase	12,776	11,465	10,365
003-2106-521.41-01	Prof. Svc-Other	280	1,620	1,620
003-2106-521.45-01	Equipment Rental	24,322	22,447	28,973
003-2106-521.48-01	Rep & Maint-Equipment	-	500	500
003-2106-521.49-10	Uniform Contract/Cleaning	1,626	2,370	2,370
003-2106-521.49-30	Software Maintenance	4,292	1,600	2,700
003-2106-521.50-04	Contract-RMS System	31,000	36,772	-
Total Criminal Justice Fund Expenditures		543,142	567,303	585,615



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COMMUNITY BUILDINGS FUND

The Community Buildings Fund was established to manage revenues and expenditures directly related to operation of two of city's public facilities: the Lacey Community Center and Jacob Smith House. The Community Center opened for public use in 1996. The Jacob Smith House was acquired and renovated in 2003, and opened for public use in 2004.

Lacey's Senior Center was included in the fund in 2003. The Senior Center has been managed by Senior Services for South Sound since July 2003, under a contract that expires in 2013. The City was awarded a \$1 million Community Development Block Grant in 2011, and is proceeding with preparation of construction documents to expand the Senior Center.

BUDGET SUMMARY

Fifteen years of operations at the Community Center has provided a solid foundation for examining maintenance and operation costs for City public facilities, despite the recent decline in revenue given the current economic climate. That information has been used to project potential revenue in 2012 for the Community Center and the Jacob Smith House.

Senior Services uses revenues from membership fees, grants, and fundraising activities to offset operating expenses. The City pays for utilities and insurance, plus routine maintenance and repair of the building and grounds.

For 2012 the operating budget will be **\$511,611**. The individual operating and maintenance budgets for each facility are as follows:

- Community Center \$331,026
- Jacob Smith House \$97,852
- Senior Center \$82,733

2012 PROJECTS, GOALS AND PRIORITIES

- Market both facilities with a virtual tour on the website and a slide show to run continually at Lacey Community Center to attract more rental group use.
- Increase rentals at the Lacey Community Center and Jacob Smith House during the week by word of mouth and testimonials.
- Pursue grants and outside sources of capital funds necessary to construct the full phase one expansion of the Senior Center.
- Identify new revenue sources that can offset operating expenditures associated with expansion of the Senior Center.
- Estimate life cycle repairs at the Lacey Community Center, Jacob Smith House, and Lacey Senior Center, and develop a program for repair and replacement to keep the building in good sound operating condition.
- Partner with Saint Martin's University Senior Engineering Design students to plan site improvements at the Jacob Smith House in a student-learning project.

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Community Buildings Fund - Revenues</i>				
Revenues				
005-0000-308.00-00	Estimated Beginning Cash	-	36,665	-
005-0000-311.10-00	Property Taxes-Current	-	269,239	294,361
005-0000-361.11-00	Investment Interest	884	1,250	1,250
005-0000-362.40-00	Facility Rentals	204,843	181,000	181,000
005-0000-362.60-00	Smith Facility Rentals	46,421	33,000	35,000
005-0000-369.90-00	Other Misc Revenue	60	-	-
005-0000-397.00-00	Transfers In	-	1,100	-
Total Community Buildings Fund Revenue		252,208	522,254	511,611

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Community Buildings Fund - Expenditures</i>				
Parks and Recreation				
Community Center				
005-7601-575.10-01	Salaries-Regular	94,805	97,104	102,087
005-7601-575.10-06	Salaries-Part-Time	15,195	14,880	14,880
005-7601-575.20-01	Employer Paid Benefits	39,935	46,399	45,254
005-7601-575.31-01	Office & Operating Supply	3,095	2,900	2,900
005-7601-575.31-02	Small Tools & Equipment	1,997	3,000	3,000
005-7601-575.31-17	Supplies-Uniform Purchase	560	600	600
005-7601-575.41-01	Prof. Svc-Other	9,102	780	7,495
005-7601-575.42-01	Communications/Telephone	3,203	2,750	3,300
005-7601-575.45-02	IMS Rental	8,153	7,728	5,880
005-7601-575.45-03	Copier Rental	1,156	2,000	1,000
005-7601-575.46-01	Insurance-Liability	5,780	6,644	6,644
005-7601-575.46-02	Insurance-Fire/Property	3,217	3,185	3,185
005-7601-575.47-01	Utility-Electric	15,049	16,000	16,000
005-7601-575.47-02	Utility-City of Lacey	3,854	9,000	9,000
005-7601-575.47-03	Utility-Natural Gas	6,731	10,000	10,000
005-7601-575.47-07	Utility-Solid Waste	6,559	6,000	6,000
005-7601-575.48-01	Rep & Maint-Equipment	291	1,000	1,000
005-7601-575.48-10	Rep & Maint-Equip-Grnds	-	103	103
005-7601-575.49-02	Printing & Binding	1,000	1,000	1,000
005-7601-575.49-06	Maintenance Contracts	95	1,370	1,000
005-7601-575.49-23	Custodial	4,935	6,100	5,000
005-7601-575.49-25	Assessments/Taxes	-	10,165	-
005-7601-575.60-03	Capital Outlays-Improvmen	-	765	19,807
005-7601-597.02-01	Transfers out	-	22,900	-
Total Community Center		224,712	272,373	265,135
Jacob Smith Facility				
005-7602-575.10-01	Salaries-Regular	25,768	22,914	24,512
005-7602-575.10-06	Salaries-Part-Time	7,271	8,732	8,732
005-7602-575.20-01	Employer Paid Benefits	11,829	12,647	12,050
005-7602-575.31-01	Office & Operating Supply	1,022	1,850	1,850
005-7602-575.31-02	Small Tools & Equipment	753	2,500	2,500
005-7602-575.41-01	Prof. Svc-Other	8,071	8,650	8,650
005-7602-575.42-01	Communications/Telephone	2,065	4,000	3,000
005-7602-575.45-02	IMS Rental	1,627	1,504	1,798
005-7602-575.46-02	Insurance-Fire/Property	426	422	422

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Community Buildings Fund - Expenditures</i>				
Parks and Recreation				
Jacob Smith Facility-continued				
005-7602-575.47-01	Utility-Electric	1,666	2,800	2,800
005-7602-575.47-02	Utility-City of Lacey	10,309	8,000	8,000
005-7602-575.47-03	Utility-Natural Gas	1,507	2,500	2,500
005-7602-575.47-07	Utility-Solid Waste	(53)	-	-
005-7602-575.48-01	Rep & Maint-Equipment	-	400	400
005-7602-575.48-03	Rep & Maint-Facilities	-	1,965	1,965
005-7602-575.48-10	Rep & Maint-Equip-Grnds	1,933	-	2,000
005-7602-575.49-02	Printing & Binding	789	800	800
005-7602-575.49-06	Maintenance Contracts	75	3,000	1,300
005-7602-575.49-23	Custodial	5,171	4,000	4,700
Total Jacob Smith Facility		80,229	86,684	87,979
Senior Center				
005-7603-555.31-01	Office & Operating Supply	-	100	100
005-7603-555.46-02	Insurance-Fire/Property	1,835	1,816	1,816
005-7603-555.47-01	Utility-Electric	10,559	9,400	9,400
005-7603-555.47-02	Utility-City of Lacey	1,588	1,600	1,600
005-7603-555.47-03	Utility-Natural Gas	3,831	4,800	4,800
005-7603-555.49-06	Maintenance Contracts	-	450	450
005-7603-555.60-01	Capital Outlays-Equipment	-	1,100	-
Total Senior Center		17,813	19,266	18,166
Community Center Facility Maintenance				
005-7611-575.31-23	Supplies-Building Maint.	1,991	5,041	5,041
005-7611-575.31-24	Small Tools & Equip-Bldg	-	200	200
005-7611-575.31-29	Supplies-Grounds Maint.	-	1,000	1,000
005-7611-575.41-31	Prof. Svc-Building Maint.	2,198	5,100	5,100
005-7611-575.48-01	Rep & Maint-Equipment	-	103	103
005-7611-575.48-03	Rep & Maint-Facilities	5,209	8,350	4,750
005-7611-575.48-10	Rep & Maint-Equip-Grnds	-	200	200
005-7611-575.49-06	Maintenance Contracts	9,585	7,694	7,694
005-7611-575.49-23	Custodial	34,461	41,803	41,803
Total Community Center Facility Maintenance		53,444	69,491	65,891

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Community Buildings Fund - Expenditures</i>				
Parks and Recreation				
Jacob Smith Facility Maintenance				
005-7612-575.31-23	Supplies-Building Maint.	492	875	875
005-7612-575.31-29	Supplies-Grounds Maint.	1,737	1,750	1,750
005-7612-575.41-31	Prof. Svc-Building Maint.	5,979	2,018	2,018
005-7612-575.41-39	Prof. Svc-Tree Evaluation	151	250	250
005-7612-575.48-01	Rep & Maint-Equipment	250	250	250
005-7612-575.48-03	Rep & Maint-Facilities	495	750	750
005-7612-575.48-10	Rep & Maint-Equip-Grnds	191	200	200
005-7612-575.49-06	Maintenance Contracts	2,219	3,780	3,780
Total Jacob Smith Facility Maintenance		11,514	9,873	9,873
Senior Center Facility Maintenance				
005-7613-555.31-23	Supplies-Building Maint.	197	1,126	1,126
005-7613-555.31-24	Small Tools & Equip-Bldg	9	200	200
005-7613-555.31-29	Supplies-Grounds Maint.	1,074	1,000	1,000
005-7613-555.41-31	Prof. Svc-Building Maint.	156	500	500
005-7613-555.41-39	Prof. Svc-Tree Evaluation	-	3,700	3,700
005-7613-555.48-01	Rep & Maint-Equipment	247	250	250
005-7613-555.48-03	Rep & Maint-Facilities	487	8,750	8,750
005-7613-555.48-10	Rep & Maint-Equip-Grnds	222	250	250
005-7613-555.49-06	Maintenance Contracts	6,653	8,000	8,000
005-7613-555.49-23	Custodial	12,175	40,791	40,791
Total Senior Center Facility Maintenance		21,220	64,567	64,567
Total Community Buildings Fund Expenditures		408,932	522,254	511,611



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PUBLIC WORKS-CITY STREET FUND

The Public Works Transportation Maintenance Division is responsible for evaluating, maintaining and repairing all roadways, traffic signs, pavement markings, and signals, drainage systems, sidewalks and roadsides as well as roadway lighting. The Division is also responsible for street cleaning, snow and ice removal, and removing road debris from traffic lanes. Additionally, the Street Division performs special projects such as the Christmas tree pickup, hanging the College Street banners and supporting special events, such as Fun Fair and car shows. The division also manages the Adopt A Roadway Program.

BUDGET SUMMARY

The Transportation Maintenance Division budget is organized into nine programs comprised into three Sections outside of Supervision & Support.

- Supervision and Support
- Street Lights
- Signs & Markers
- Snow and Ice
- Street Cleaning
- Roadside Maintenance
- Road Maintenance
- Sidewalk Maintenance
- Traffic Signals/Electrical

The three Sections are broke down as:

SIGNS & MARKINGS SECTION

Responsible for evaluating, maintaining and the repair of all signs, pavement markings, stripes and guardrails within the city as well as installing and removal of all street banners. Currently we maintain 84 miles of road edge lines, 102 miles of traffic buttons 7,500 street signs and 281 intersections with legends and symbols.

ROADS SECTION

Responsible for snow & ice control, street sweeping, vegetation control encroaching into the right of way as well as sidewalk repair, litter pickup, crack sealing and Christmas tree pickup. Currently we maintain 350 lane miles of road, sweeping on average of 5,400 miles of road generating 1,500 yards of debris each year.

ELECTRICAL SECTION

Responsible for all street light repair and all traffic signals within the city. The section also maintains some signals that are owned by the State DOT and Thurston County by contract. The section is also responsible for all electrical issues related to city facilities. Currently we maintain 42 city traffic signals, 8 county signals, 4 state signals, 4,000 street lights and 9 flashing school beacons.

The total 2012 budget for the Transportation Maintenance Division is **\$2,673,666**. In addition to the general operating revenue, the City Street Fund receives State Fuel Tax revenue to partially offset the cost of street maintenance.

2012 PROJECTS, GOALS AND PRIORITIES

- Continue an active asphalt crack sealing program.
- Develop procedures for yearly manhole and valve box repairs.
- Develop a standard for documenting employee training
- Continue to expand the Adopt A Road Program
- Maintain City's pavement management performance rating
- Continue maintain all street signs to insure they are up to National Standards
- Continue to reduce labor costs as much as possible

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>City Street Fund - Revenues</i>				
Revenues				
101-0000-308.00-00	Estimated Beginning Cash	-	160,605	-
101-0000-316.41-00	Utility Tax/Electric	661,260	629,183	738,836
101-0000-316.42-00	Utility Tax/Water-Private	1,125	1,097	1,213
101-0000-316.43-00	Utility Tax/Gas	252,874	215,392	290,552
101-0000-316.45-00	Utility Tax/Solid Waste	99,820	82,212	103,438
101-0000-316.47-01	Utility Tax/Telephone	492,691	495,371	507,968
101-0000-316.52-00	Utility Tax/Olympia City	482	186	258
101-0000-316.70-00	Utility Tax/Lacey Utility	-	397,134	376,361
101-0000-316.72-00	Water	168,630	-	-
101-0000-316.74-00	Wastewater	218,615	-	-
101-0000-316.78-00	Stormwater	40,865	-	-
101-0000-336.87-00	Motor Vehicle Fuel Tax	602,829	593,667	625,040
101-0000-338.36-00	Signal Maintenance	12,056	10,000	10,000
101-0000-344.81-00	New Development Signage	1,064	-	-
101-0000-348.95-00	Engineering Services Fees	15,236	15,000	15,000
101-0000-361.11-00	Investment Interest	6,615	5,000	5,000
101-0000-369.10-00	Sale of Scrap & Surplus	2,544	-	-
101-0000-369.40-00	Court Fees/Judgments	99,455	-	-
101-0000-369.90-00	Other Misc Revenue	211,114	-	-
Total Public Works City Street Fund Revenues		2,887,275	2,604,847	2,673,666

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>City Street Fund - Expenditures</i>				
Public Works Street Division				
General Services				
101-4201-543.10-01	Salaries-Regular	204,390	157,968	163,398
101-4201-543.10-05	Salaries-Overtime	2,155	2,200	2,200
101-4201-543.10-06	Salaries-Part-Time	3,377	2,862	3,921
101-4201-543.20-01	Employer Paid Benefits	67,537	60,533	57,479
101-4201-543.20-03	Unemployment Compensation	24,578	4,200	4,200
101-4201-543.31-01	Office & Operating Supply	866	2,300	2,300
101-4201-543.31-02	Small Tools & Equipment	1,136	1,400	1,400
101-4201-543.31-17	Supplies-Uniform Purchase	3,723	3,000	3,000
101-4201-543.33-01	Small Tools-Electrical	433	500	500
101-4201-543.42-01	Communications-Telephone	2,672	1,900	1,900
101-4201-543.43-01	Transportation/Per Diem	457	1,815	1,815
101-4201-543.43-02	Dues, Subscriptions, Publ	440	500	500
101-4201-543.43-03	Registrations	270	900	500
101-4201-543.45-01	Equipment Rental	9,035	7,668	8,599
101-4201-543.45-02	IMS Rental	11,794	18,486	17,520
101-4201-543.46-01	Insurance-Liability	12,818	30,684	30,684
101-4201-543.46-06	AWC-L & I Pool	798	882	882
101-4201-543.49-10	Uniform Contract/Cleaning	63	500	500
101-4201-543.49-27	Bad Debt Expense	5,886	8,785	8,785
101-4201-543.49-35	CDL-Physicals/Licenses	902	600	600
101-4201-543.50-02	Common Facilities-1902	25,386	29,390	32,941
Total General Services		378,716	337,073	343,624
Street Lighting				
101-4204-542.10-01	Salaries-Regular	49,707	64,471	63,889
101-4204-542.10-05	Salaries-Overtime	629	500	500
101-4204-542.10-06	Salaries-Part-Time	9,192	4,906	5,273
101-4204-542.20-01	Employer Paid Benefits	24,190	32,365	30,225
101-4204-542.31-17	Supplies-Uniform Purchase	869	500	500
101-4204-542.32-01	Electrical Supplies	62,856	19,500	19,500
101-4204-542.33-01	Small Tools-Electrical	2,121	2,000	2,000
101-4204-542.41-13	Prof. Svc-Electrical	700	-	-
101-4204-542.41-32	Prof. Svc-Utility Locates	213	340	340
101-4204-542.43-03	Registrations	585	1,000	1,500
101-4204-542.45-01	Equipment Rental	22,061	19,170	21,828
101-4204-542.47-01	Utility-Electric	463,325	413,000	413,000

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>City Street Fund - Expenditures</i>				
Public Works Street Division				
Street Lighting-continued				
101-4204-542.49-10	Uniform Contract/Cleaning	-	950	950
Total Street Lighting		636,448	558,702	559,505
Street Signs & Markers				
101-4205-542.10-01	Salaries-Regular	112,616	151,829	164,724
101-4205-542.10-05	Salaries-Overtime	3,456	790	790
101-4205-542.10-06	Salaries-Part-Time	31,416	35,627	36,439
101-4205-542.20-01	Employer Paid Benefits	47,894	71,345	69,282
101-4205-542.31-01	Office & Operating Supply	2,982	3,000	3,000
101-4205-542.31-02	Small Tools & Equipment	898	500	500
101-4205-542.31-27	Software Upgrade	-	1,075	1,075
101-4205-542.31-31	Supplies-City Projects	145	2,000	2,000
101-4205-542.31-32	Sign Making Supplies	12,459	32,750	32,750
101-4205-542.31-34	Road Marking Supplies	50,865	41,000	41,000
101-4205-542.41-01	Prof. Svc-Other	38,284	31,900	31,900
101-4205-542.41-32	Prof. Svc-Utility Locates	133	50	50
101-4205-542.43-03	Registrations	-	-	1,500
101-4205-542.45-01	Equipment Rental	24,630	21,087	24,011
Total Street Signs & Markers		325,778	392,953	409,021
Snow & Ice Removal				
101-4206-542.10-01	Salaries-Regular	12,827	21,866	16,927
101-4206-542.10-05	Salaries-Overtime	2,070	3,500	3,500
101-4206-542.10-06	Salaries-Part-Time	174	-	-
101-4206-542.20-01	Employer Paid Benefits	5,206	10,282	7,535
101-4206-542.31-01	Office & Operating Supply	15,382	10,000	10,000
101-4206-542.45-01	Equipment Rental	6,062	5,751	6,548
Total Snow & Ice Removal		41,721	51,399	44,510
Street Cleaning				
101-4207-542.10-01	Salaries-Regular	6,256	14,032	14,720
101-4207-542.10-05	Salaries-Overtime	46	300	300
101-4207-542.20-01	Employer Paid Benefits	1,833	6,652	6,057
101-4207-542.31-01	Office & Operating Supply	183	600	600
Total Street Cleaning		8,318	21,584	21,677

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>City Street Fund - Expenditures</i>				
Public Works Street Division				
Roadside Maintenance				
101-4208-542.10-01	Salaries-Regular	82,254	96,911	101,564
101-4208-542.10-05	Salaries-Overtime	1,410	200	200
101-4208-542.10-06	Salaries-Part-Time	15,409	14,833	22,435
101-4208-542.20-01	Employer Paid Benefits	32,396	43,281	44,944
101-4208-542.31-01	Office & Operating Supply	5,297	7,900	7,900
101-4208-542.31-02	Small Tools & Equipment	1,439	2,000	2,000
101-4208-542.34-01	Fuel	2,244	-	-
101-4208-542.41-01	Prof. Svc-Other	-	1,000	1,000
101-4208-542.41-16	Prof. Svc-Parks	299,351	316,084	316,084
101-4208-542.45-01	Equipment Rental	15,960	13,419	15,279
Total Roadside Maintenance		455,760	495,628	511,406
Roadway Maintenance				
101-4209-542.10-01	Salaries-Regular	84,473	87,121	91,258
101-4209-542.10-05	Salaries-Overtime	878	400	400
101-4209-542.10-06	Salaries-Part-Time	17,666	33,906	41,922
101-4209-542.20-01	Employer Paid Benefits	33,950	43,504	45,131
101-4209-542.20-03	Unemployment Compensation	-	60	60
101-4209-542.31-01	Office & Operating Supply	20,088	22,000	22,000
101-4209-542.41-01	Prof. Svc-Other	15,492	21,000	21,000
101-4209-542.43-03	Registrations	-	-	3,000
101-4209-542.45-01	Equipment Rental	37,441	32,589	37,108
101-4209-542.45-05	Rentals-Other	10,668	11,000	11,000
101-4209-542.48-15	Repairs & Maint-Grounds	7,541	12,000	12,000
Total Roadway Maintenance		228,197	263,580	284,879
Sidewalk Maintenance				
101-4210-542.10-01	Salaries-Regular	34,068	38,665	40,476
101-4210-542.10-05	Salaries-Overtime	98	100	100
101-4210-542.10-06	Salaries-Part-Time	7,626	5,562	8,412
101-4210-542.20-01	Employer Paid Benefits	13,156	17,996	18,098
101-4210-542.31-01	Office & Operating Supply	1,161	1,000	1,000
101-4210-542.31-02	Small Tools & Equipment	-	500	500
101-4210-542.41-01	Prof. Svc-Other	20,398	48,000	48,000
101-4210-542.41-41	Sidewalk Spraying	9,913	10,000	10,000

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>City Street Fund - Expenditures</i>				
Public Works Street Division				
Sidewalk Maintenance -continued				
101-4210-542.45-01	Equipment Rental	4,318	3,834	4,366
Total Sidewalk Maintenance		90,738	125,657	130,952
Traffic Control Device/Electrical				
101-4211-542.10-01	Salaries-Regular	53,737	52,784	52,676
101-4211-542.10-05	Salaries-Overtime	495	200	200
101-4211-542.10-06	Salaries-Part-Time	5,956	13,490	14,501
101-4211-542.20-01	Employer Paid Benefits	25,443	29,298	27,002
101-4211-542.32-01	Electrical Supplies	49,412	22,572	22,572
101-4211-542.33-01	Small Tools-Electrical	615	1,000	1,000
101-4211-542.41-01	Prof. Svc-Other	-	2,000	2,000
101-4211-542.41-32	Prof. Svc-Utility Locates	-	250	250
101-4211-542.42-01	Communications-Telephone	1,519	960	960
101-4211-542.45-01	Equipment Rental	95,549	91,633	104,472
101-4211-542.45-02	IMS Rental	5,425	-	-
101-4211-542.47-01	Utility-Electric	67,584	64,000	64,000
Total Traffic Control Device/Electrical		305,735	278,187	289,633
Electrical Other				
101-4212-543.10-01	Salaries-Regular	57,843	46,941	47,070
101-4212-543.10-05	Salaries-Overtime	302	500	500
101-4212-543.10-06	Salaries-Part-Time	7,431	4,906	5,273
101-4212-543.20-01	Employer Paid Benefits	28,096	24,737	22,616
101-4212-543.31-01	Office & Operating Supply	369	500	500
101-4212-543.32-01	Electrical Supplies	13,683	2,500	2,500
Total Electrical Other		107,724	80,084	78,459
Total Public Works City Street Fund Expenditures		2,579,135	2,604,847	2,673,666

PUBLIC WORKS-ARTERIAL STREET FUND

The Arterial Street Fund provides funding for street construction and transportation improvement projects. Work accomplished includes right-of-way acquisition, design, and construction of roadways, storm drainage, sidewalks, street lighting, traffic signals, and landscaping.

Revenues for the Arterial Street Fund come from the following sources:

- State and Federal Grants
- State Shared Fuel Taxes
- General Revenues of the City – Utility Tax
- Mitigation
- Real Estate Excise Tax

BUDGET SUMMARY

All expenditures are for specific improvement projects included in the City's Six-Year Transportation Plan and Capital Facilities Plan. Expenditures from this fund fluctuate dramatically based on the City's success in obtaining grant funding, new development occurring in the City, and the number of street projects ready for construction. For 2012, budgeted expenditures are **\$16,777,351**.

2012 PROJECTS, GOALS AND PRIORITIES

- Complete Carpenter Road widening
- Complete Golf Club Rd extension
- Ruddell Road overlay
- Smart corridors
- College Street NE extension
- College Street Right of Way Acquisition
- College St & 22nd Ave roundabout
- Hogum Bay Rd Improvements
- Martin Way/Marvin Rd LJR (Phase 2)
- Rainier Road Right of Way
- Hawks Prairie Rd/Marvin Rd Roundabout Design
- Marvin Rd/Britton Pkwy Roundabout Design (Free Right)
- ADA retrofits/Misc Pedestrian Mobility/Communication Enhancements/Signal Timing
- Annual Street Overlay

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Arterial Street Fund - Revenues</i>				
Revenues				
102-0000-308.00-00	Estimated Beginning Cash	-	10,055,055	9,490,426
102-0000-317.34-00	Real Estate Excise Tax 1	872,328	1,051,000	942,620
102-0000-333.20-20	20.205 Highway Planning	94,722	410,750	1,654,880
102-0000-334.03-80	03.8x Trans Improv Board	2,014,388	2,255,870	2,692,170
102-0000-334.04-20	Commerce JDF - Gateway	106,549	242,670	-
102-0000-336.88-00	Motor Vehicle Fuel Tax	245,812	271,935	280,815
102-0000-344.85-00	Mitigation/Impact Fees	2,296,004	1,159,630	691,240
102-0000-361.11-00	Investment Interest	55,983	-	-
102-0000-362.40-00	Facility Rentals	10,103	-	22,200
102-0000-367.27-00	Developers	622,973	-	153,000
102-0000-369.90-00	Other Misc Revenue	20,141	-	-
102-0000-397.01-00	Capital Fund	850,000	3,700,000	850,000
Total Public Works Arterial Street Fund Revenues		7,189,003	19,146,910	16,777,351

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Arterial Street Fund - Expenditures</i>				
Public Works Arterial Streets				
Street and Transportation Improvements				
102-4101-508.40-00	Committed Funds	-	2,850,000	-
102-4101-595.69-01	Estimated Ending Fund Bal	-	8,393,240	6,814,435
102-4101-595.90-01	Preliminary Engineering	(51,373)	1,420,390	754,238
102-4101-595.90-02	Right of Way	971,287	1,610,990	685,000
102-4101-595.90-03	Road Way	3,829,708	3,395,340	7,726,407
102-4101-595.90-05	Construction Engineering	645,146	1,071,450	647,271
102-4101-595.90-06	Side Walks	-	50,000	50,000
102-4101-595.90-07	Special Purpose Paths	98,980	-	-
102-4101-595.90-08	Street Lighting	-	180,000	-
102-4101-595.90-09	Traffic Control Devices	609	75,500	-
102-4101-595.90-13	Side Walks-ADA	-	50,000	50,000
102-4101-595.90-14	Signal Timing	16,805	15,000	15,000
102-4101-595.90-15	Pavement Mgmt System	31,985	-	-
102-4101-595.90-16	Pavement Restoration/PMS	-	35,000	35,000
Total Public Works Arterial Street Fund Expenditures		5,543,147	19,146,910	16,777,351



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THE REGIONAL ATHLETIC COMPLEX (RAC)

The Regional Athletic Complex (the RAC) is comprised of 98 acres, 68 of which opened for public use in May of 2009. Phase III is a 26 acre parcel located west of Marvin Road, and scheduled for future development. A four acre parcel located in the southeastern corner of the Steilacoom Road/Marvin Road intersection offers potential for a commercial venture in partnership with the City of Lacey.

In 2009, a new facilities manager coordinated the scheduled use of the complex and all associated sponsorships and contracts. Since the softball/fastpitch/baseball complex opened in May 2009, revenue generated at the RAC has exceeded revenue projections. Thurston County transferred its share of ownership along with all responsibilities for operations and maintenance in June of 2010, and paid their share of costs, projected through March 2014. An on-site crew of two (2) full-time maintenance personnel and part-time staff maintain the 68 acre site as well as a full time RAC Manager who facilitates leagues, tournaments, and events.

The 2012 budget **\$912,329** is the estimated cost to operate the RAC. The costs to maintain this facility are covered by fees, and intergovernmental revenues. The intergovernmental revenues are made up of the City's contribution, the shared costs received from Thurston County through March of 2014 as well as revenues contractually received from the Capital Area Regional Public Facilities District.

2012 PROJECTS, GOALS AND PRIORITIES

- Increase revenues by optimizing tournament and league play
- Develop, promote, and maintain the complex as the premier athletic facility in Washington
- Market special events to a wider audience to increase revenue and off-season use

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Regional Athletic Complex - Revenues</i>				
Revenues				
107-0000-308.00-00	Estimated Beginning Cash	-	51,254	-
107-0000-338.10-10	Capital Area - PFD	160,000	160,000	200,000
107-0000-338.10-20	Thurston County	123,492	-	-
107-0000-347.62-00	Shelter Fees	6,199	3,700	5,000
107-0000-347.65-00	Field Use Fees	299,267	180,000	231,000
107-0000-347.68-00	League Fees	-	25,000	35,000
107-0000-361.11-00	Investment Interest	-	-	1,000
107-0000-362.50-00	Lease Long-Term	8,400	10,500	10,500
107-0000-362.80-00	Concession Commission	9,903	7,500	11,000
107-0000-367.23-00	Banner Sponsorship	3,800	7,000	7,000
107-0000-397.10-01	Transfer in 303 Fund	185,302	347,801	278,329
107-0000-397.10-02	Transfer in (109) Fund	125,000	145,500	133,500
Total Regional Athletic Complex Fund Revenues		921,363	938,255	912,329

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Regional Athletic Complex - Expenditures</i>				
Regional Athletic Complex				
Regional Athletic Complex Maintenance				
107-3305-576.10-01	Salaries-Regular	130,633	133,065	141,594
107-3305-576.10-05	Salaries-Overtime	3,060	2,500	2,500
107-3305-576.10-06	Salaries-Part-Time	92,579	105,892	105,695
107-3305-576.20-01	Employer Paid Benefits	87,838	130,291	97,278
107-3305-576.31-01	Office & Operating Supply	103,439	103,500	103,500
107-3305-576.31-02	Small Tools & Equipment	4,946	4,923	4,923
107-3305-576.31-17	Supplies-Uniform Purchase	1,558	-	-
107-3305-576.34-01	Fuel	6,977	25,000	25,000
107-3305-576.41-01	Prof. Svc-Other	7,407	8,000	8,000
107-3305-576.42-01	Communications-Telephone	3,612	3,000	3,000
107-3305-576.45-01	Equipment Rental	84,562	73,064	72,898
107-3305-576.45-02	IMS Rental	4,123	4,430	4,629
107-3305-576.45-05	Rentals-Other	262	5,000	5,000
107-3305-576.46-01	Insurance-Liability	5,112	12,498	12,498
107-3305-576.46-02	Insurance-Fire/Property	9,714	9,621	9,621
107-3305-576.47-01	Utility-Electric	53,906	46,879	46,879
107-3305-576.47-02	Utility-City of Lacey	52,449	65,000	65,000
107-3305-576.47-07	Utility-Solid Waste	9,713	10,000	10,000
107-3305-576.48-01	Rep & Maint-Equipment	2,325	3,500	3,500
107-3305-576.48-03	Rep & Maint-Facilities	2,048	3,500	3,500
107-3305-576.49-25	Assessments/Taxes	7,698	6,400	6,400
Total Regional Athletic Complex Maintenance		673,961	756,063	731,415
Regional Athletic Complex General Services				
107-7401-576.10-01	Salaries-Regular	61,734	61,904	63,314
107-7401-576.10-05	Salaries-Overtime	293	-	-
107-7401-576.10-06	Salaries-Part-Time	14,493	20,000	20,000
107-7401-576.20-01	Employer Paid Benefits	18,197	23,809	22,175
107-7401-576.31-01	Office & Operating Supply	2,408	7,000	8,000
107-7401-576.31-02	Small Tools & Equipment	4,060	8,500	8,500
107-7401-576.31-17	Supplies-Uniform Purchase	-	1,000	1,000
107-7401-576.41-01	Prof. Svc-Other	14,575	30,000	35,000
107-7401-576.42-01	Communications-Telephone	-	2,500	1,000
107-7401-576.43-01	Transportation/Per Diem	-	1,500	1,500

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Regional Athletic Complex - Expenditures</i>				
Regional Athletic Complex				
Regional Athletic Complex General Services-continued				
107-7401-576.43-02	Dues, Subscriptions, Publ	-	120	120
107-7401-576.43-03	Registrations	-	880	880
107-7401-576.45-02	IMS Rental	4,567	3,979	4,925
107-7401-576.45-05	Rentals-Other	-	5,000	5,000
107-7401-576.49-02	Printing & Binding	6,356	10,000	8,000
107-7401-576.49-06	Maintenance Contracts	-	2,000	1,500
107-7401-576.69-01	Estimated Ending Fund Bal	-	4,000	-
Total Regional Athletic Complex General Services		126,683	182,192	180,914
Total Regional Athletic Complex Fund Expenditures		800,644	938,255	912,329

LODGING TAX FUND

The Lodging Tax Fund is authorized by state law and must operate under the restrictive provision thereof. Revenue is generated from a 4% use tax on hotel/motel room rentals. Lodging tax receipts for 2012 are estimated at \$350,953. Expenditures of Lodging Tax dollars are limited to tourist promotion and for the acquisition and/or maintenance of tourism-related facilities. The budget is developed in concert with the Lodging Tax Advisory Committee.

Included in Contract Services expenditures are services performed by the Lacey Chamber of Commerce, Visitor and Convention Bureau, Washington Center for the Performing Arts, and publication of promotional materials. Community Events include Lacey Fun Fair, Jazz Festival, Summers End At Lacey (classic car show), Alternate Fuel Fair, Senior Games, Mushroom Festival, South Sound BBQ Festival, Lacey Community Market, and Concerts in the Park series. This budget also provides support to maintain and operate the Regional Athletic Complex (RAC), provide capital to add signage to promote events, as well as provide funding for special events held at the RAC.

The total 2012 budget for the Lodging Tax Fund is **\$453,400**.

The Lodging Tax budget is divided into 3 categories:

- Museum Operation
- Contracted Services
- Performing Arts & Events

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Lodging Tax Fund - Revenues</i>				
Revenues				
109-0000-308.00-00	Estimated Beginning Cash	-	52,407	100,307
109-0000-313.30-00	Hotel/Motel Taxes	333,750	350,593	350,593
109-0000-361.11-00	Investment Interest	2,460	2,500	2,500
109-0000-367.14-00	Donations-Concert/Events	13,300	-	-
109-0000-367.15-00	Donations-Miscellaneous	300	-	-
Total Lodging Tax Fund Revenues		349,810	405,500	453,400

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Lodging Tax Fund - Expenditures</i>				
Council / Parks and Recreation				
Museum Operation				
109-0303-575.10-01	Salaries-Regular	26,710	25,200	25,465
109-0303-575.20-01	Employer Paid Benefits	10,308	11,612	11,347
109-0303-575.31-01	Office & Operating Supply	2,265	1,150	1,150
109-0303-575.31-02	Small Tools & Equipment	30	189	50
109-0303-575.31-23	Supplies-Building Maint.	328	300	200
109-0303-575.31-29	Supplies-Grounds Maint.	-	100	100
109-0303-575.41-01	Prof. Svc-Other	40	500	500
109-0303-575.41-31	Prof. Svc-Building Maint.	21	100	100
109-0303-575.42-01	Communications/Telephone	1,234	1,300	1,300
109-0303-575.43-01	Transportation/Per Diem	-	50	50
109-0303-575.43-02	Dues, Subscriptions, Publ	49	350	350
109-0303-575.43-03	Registrations	50	50	50
109-0303-575.45-02	IMS Rental	1,631	1,631	1,631
109-0303-575.45-05	Rentals-Other	-	200	50
109-0303-575.46-02	Insurance-Fire/Property	260	258	258
109-0303-575.47-01	Utility-Electric	736	700	700
109-0303-575.47-02	Utility-City of Lacey	547	600	600
109-0303-575.47-03	Utility-Natural Gas	1,545	2,000	2,000
109-0303-575.49-02	Printing & Binding	-	100	90
109-0303-575.49-06	Maintenance Contracts	1,599	1,200	1,599
109-0303-575.49-23	Custodial	840	910	910
Total Museum Operation		48,193	48,500	48,500
Contracted Services				
109-0401-573.49-51	Promotion-Community Event	61,969	63,000	83,500
109-0401-575.49-33	Chamber of Commerce	25,000	25,000	25,000
109-0401-575.49-34	Washington Center	15,500	12,400	12,400
109-0401-575.49-38	Visitor/Convention Bureau	59,639	64,100	80,000
109-0401-597.02-01	Transfers out	125,000	145,500	193,500
Total Contracted Services		287,108	310,000	394,400

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Lodging Tax Fund - Expenditures</i>				
Council / Parks and Recreation				
Performing Arts & Parks Events				
109-0601-573.49-52	Promotion-Parks Events	5,702	6,000	6,000
109-0601-573.49-54	Concert Series/Events	16,499	4,500	4,500
109-0601-575.60-04	Capital Outlays-Equipment	-	36,500	-
Total Performing Arts & Parks Events		22,201	47,000	10,500
Total Lodging Tax Fund Expenditures		357,502	405,500	453,400

COMMUNITY DEVELOPMENT BLOCK GRANT FUND

The Community Development Block Grant (CDBG) Fund provides for the accounting of state and federal grant dollars awarded to qualifying agencies serving Lacey citizens. This fund also facilitates block grants awarded to Lacey for housing and capital improvement projects primarily benefiting low-income residents.

In the past, Lacey has received CDBG grant funding for housing rehabilitation, low-income apartment complex acquisition, a child care and family services center, and a new senior center.

The 2012 budget includes a transfer to the Building Improvement Fund to support the design and construction of the Senior Center expansion project.

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Community Development Block Grant Fund - Revenues</i>				
Revenues				
120-0000-308.00-00	Estimated Beginning Cash	-	-	44,600
120-0000-333.14-20	Community Development	300,728	55,400	-
120-0000-333.14-21	Program Income F96745006	25,338	-	-
120-0000-361.11-00	Investment Interest	-	-	200
Total Community Development Block Grant Fund Revenues		326,066	55,400	44,800

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Community Development Block Grant Fund - Expenditures</i>				
Public Affairs and Community Relations				
General Services				
120-3701-558.69-01	Estimated Ending Fund Bal	-	-	200
120-3701-597.02-01	Transfers out	-	-	44,600
120-3701-598.97-52	Pass Through Grant	300,728	55,400	-
Total Community Development Block Grant Fund Expenditures		300,728	55,400	44,800



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GENERAL OBLIGATION BOND FUND

The General Obligation (G.O.) Bond Fund was created to provide for the retirement of all general purpose bonds issued for City facilities or equipment. When capital expenditures are funded by debt authorized by voter approval, the revenues generated to retire this debt come from property taxes. Debt issued or bonds sold without the guarantee of City tax revenues (i.e. Limited Tax General Obligations) must depend on general revenues of the City to retire the debt.

General Obligation debt currently supported by property taxes includes \$3.79 million of General Obligated Refunding bonds (originally issued as \$5.99 million of Fire Safety Improvement Bonds approved by voters in September 2000). It also includes Parks Improvement Bonds sold in 2003, \$5 million and in 2006, \$4.985 million.

Non-property tax supported debt was issued in 2006 for \$3.5 million for the addition to City Hall and in 2007 for \$8.0 million to complete the 68 acres of the Regional Athletic Complex.

The total outstanding General Obligation Tax support debt is \$11,325,000. The total outstanding Limited Tax General Obligation debt is \$9,610,000.

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>G. O. Bond Fund - Revenues</i>				
Revenues				
201-0000-308.00-00	Estimated Beginning Cash	-	44,420	-
201-0000-311.10-00	Property Taxes-Current	1,138,972	1,157,135	1,160,300
201-0000-311.15-00	Property Taxes-Delinquent	24,649	7,500	7,500
201-0000-313.10-00	Sales Taxes	333,800	331,200	332,600
201-0000-361.11-00	Investment Interest	956	500	500
201-0000-392.00-00	Premium on Bonds	103,810	-	-
201-0000-393.00-00	Refunding Debt Issue	3,790,000	-	-
201-0000-397.01-00	Capital Fund	584,130	582,930	586,330
Total General Obligatio Bond Fund Revenues		5,976,317	2,123,685	2,087,230

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>G. O. Bond Fund - Expenditures</i>				
G.O. Debt - Finance				
G.O. Debt Tax Supported				
201-1904-591.70-11	Principal UTGO Bond 2002	265,000	280,000	-
201-1904-591.70-12	Principal UTGO Bond 2003	210,000	215,000	225,000
201-1904-591.70-13	Principal UTGO Bond 2006	190,000	200,000	210,000
201-1904-591.70-17	Principal 2010 Refunding	-	35,000	325,000
201-1904-591.80-11	Interest UTGO 2002	194,436	11,550	-
201-1904-591.80-12	Interest UTGO 2003	133,978	128,310	122,075
201-1904-591.80-13	Interest UTGO 2006	185,000	177,400	169,400
201-1904-591.80-17	Interest UTGO 2010 Refund	-	117,375	116,325
201-1904-592.84-00	Issue Cost	50,941	-	-
201-1904-599.89-00	Refunding Debt Escrow	3,842,817	-	-
Total G.O. Debt Tax Supported		5,072,172	1,164,635	1,167,800
L.T.G.O. & Loans				
201-1905-591.69-01	Estimated Ending Fund Bal	-	502	500
201-1905-591.70-14	Principal LTGO 2006	205,000	215,000	225,000
201-1905-591.70-16	Principal LTGO Bond 2007	280,000	290,000	305,000
201-1905-591.80-14	Interest LTGO 2006	124,400	116,200	107,600
201-1905-591.80-16	Interest LTGO 2007	304,130	292,930	281,330
201-1905-597.02-01	Transfers out	-	44,418	-
Total L.T.G.O. & Loans		913,530	959,050	919,430
Total General Obligation Bond Fund Expenditures		5,985,702	2,123,685	2,087,230



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LOCAL IMPROVEMENT DISTRICT BOND FUND

The Local Improvement District (L.I.D.) Bond Fund was created to provide for the retirement of all local improvement district bonds issued for City streets, utilities, and related equipment. Debt issued or bonds received without the guarantee of City tax revenues must depend on these special assessments against property owners.

There is one transportation improvement project in this fund: L.I.D. #19 – a variety of transportation improvements serving NE Lacey and Hawks Prairie area.

Although annual assessments are billed to property owners, the actual retirement of L.I.D. debt in any given year is based on the amount of dollars collected. The amount collected is either a result of billed assessment amounts received or payed-in-full as property changes ownership. Regardless when payments are received, the City must call (retire) outstanding bonds when funds are available to do so.

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>L.I.D. Bond Fund - Revenues</i>				
Revenues				
202-0000-361.11-00	Investment Interest	614	500	500
202-0000-361.50-01	Interest-L.I.D. # 13	19,229	9,200	8,500
202-0000-361.50-02	Interest-L.I.D. # 16	6	-	-
202-0000-361.50-03	Interest-L.I.D. # 19	126,308	100,000	185,000
202-0000-368.01-00	Principal-L.I.D. # 13	65,942	24,200	26,500
202-0000-368.03-00	Principal-L.I.D. # 19	345,903	634,660	450,000
Total L.I.D. Bond Fund Revenues		558,002	768,560	670,500

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>L.I.D. Bond Fund - Expenditures</i>				
L.I.D. Debt - Finance				
202-1906-591.73-03	Principal L.I.D. # 19	270,000	-	-
202-1906-591.73-04	Principal L.I.D.# 19 PWTF	196,416	696,420	634,000
202-1906-591.83-03	Interest L.I.D. # 19	16,200	-	-
202-1906-591.83-04	Interest L.I.D. # 19 PWTF	53,032	47,140	36,500
202-1906-597.02-01	Transfers out	-	25,000	-
Total L.I.D. Bond Fund Expenditures		535,648	768,560	670,500



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BUILDING IMPROVEMENT FUND

The Building Improvement Fund is only used when there is a need to account for a significant building project or equipment acquisition that is usually funded by a bond sale or special revenue.

In 2012, the City will utilize \$1 million in CDBG funding toward the 5,000-square-foot expansion project at the Lacey Senior Center.

The 2012 budget is **\$1,690,000**.

2012 PROJECTS, GOALS & PRIORITIES

- Jacob Smith House Parking Lot Design
- Senior Center Expansion Construction
- Lacey Museum at the Depot design development and site planning

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Building Improvement Fund - Revenues</i>				
Revenues				
301-0000-308.00-00	Estimated Beginning Cash	-	168,820	558,400
301-0000-333.14-22	CDBG Dept of Commerce	-	200,000	1,000,000
301-0000-361.11-00	Investment Interest	558	10,000	2,000
301-0000-367.00-00	Contributions	-	45,000	-
301-0000-367.25-00	Senior Center Expansion	5,700	8,614	85,000
301-0000-367.26-00	Museum Depot Project	2,500	-	-
301-0000-397.00-00	Transfers In	-	5,765,318	44,600
Total Building Improvement Fund Revenues		8,758	6,197,752	1,690,000

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Building Improvement Fund - Expenditures</i>				
City Facilities Development				
Building Improvements				
301-0101-508.30-00	Restricted Funds	-	8,614	-
301-0101-508.40-00	Committed Funds	-	5,300,000	-
301-0101-514.60-01	Capital Outlays-Equipment	16,760	140,445	-
301-0101-514.60-02	Capital Outlay-Public Art	29,475	10,000	10,000
301-0101-514.60-03	Capital-Improvements	-	3,950	30,000
301-0101-514.60-04	Capital Outlay-Buildings	56,295	690,325	1,650,000
301-0101-592.53-10	Arbitrage Tax Due	-	44,418	-
Total Building Improvement Fund Expenditures		102,530	6,197,752	1,690,000



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CAPITAL EQUIPMENT FUND

The Capital Equipment Fund accounts for special revenues dedicated to capital facility construction and equipment purchases that are required for general operating purposes. Utility and Real Estate Excise taxes are the main sources of revenue.

BUDGET SUMMARY

Expenditures are budgeted in three program areas.

- Operating Capital and Reserves
- Capital Improvement Projects
- Debt Service (transfer out to General Obligation Bond Fund)

THE 2012 BUDGET IS \$1,615,356.

2012 PROJECTS, GOALS AND PRIORITIES

A full listing of Capital Equipment expenditures is provided in the Budget Summary section of this document. Major expenditures for 2012 include:

- Public, education, and government channel access broadcast equipment
- Public affairs video editing software and equipment
- Soundproofing pictures and Council display wall
- Chairs and projector for conference and lunch rooms at Maintenance Center
- Forklift for Maintenance Center common use
- Resource Conservation project (lighting)
- Recreation Department equipment replacement and audio/video equipment for the Community Center
- Streets Deicer tanks/portable generators/miscellaneous equipment
- Finance/Information Services-expand storage area network
- \$850,000 transfer to the Arterial Street Fund for the 2012 Overlay Program
- Update the City's economic development element of the Comprehensive Plan

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Capital Equipment Fund - Revenues</i>				
Revenues				
302-0000-308.00-00	Estimated Beginning Cash	-	5,854,993	65,000
302-0000-316.41-00	Utility Tax/Electric	639,855	525,795	479,825
302-0000-316.42-00	Utility Tax/Water-Private	1,104	917	788
302-0000-316.43-00	Utility Tax/Gas	237,186	180,000	188,694
302-0000-316.45-00	Utility Tax/Solid Waste	96,936	68,703	67,176
302-0000-316.47-01	Utility Tax/Telephone	478,477	413,973	329,891
302-0000-316.52-00	Utility Tax/Olympia City	470	156	168
302-0000-316.70-00	Utility Tax/Lacey Utility	-	331,878	244,421
302-0000-316.72-00	Water	165,509	-	-
302-0000-316.74-00	Wastewater	214,696	-	-
302-0000-316.78-00	Stormwater	40,108	-	-
302-0000-321.91-01	PEG Fees	38,170	36,000	36,000
302-0000-331.16-71	COPS Grant	-	200,000	-
302-0000-331.16-77	BJA Byrne JAG Prgm 16.738	-	29,143	-
302-0000-333.20-60	CFDA 20.60X	3,000	-	-
302-0000-334.03-13	Dept of Ecology	5,425	-	-
302-0000-334.03-51	WTSC Grant	3,258	-	-
302-0000-339.11-68	DOJ(BJA) Byrne JAG Progm	42,045	19,100	-
302-0000-361.11-00	Investment Interest	19,591	17,000	17,000
302-0000-361.50-05	Interest-WA Local-TCOMM	-	-	29,684
302-0000-367.00-00	Contributions	6,000	4,000	4,000
302-0000-368.10-05	Principal-WA Local-TCOMM	-	-	152,709
302-0000-397.00-00	Transfers In	-	603,168	-
Total Capital Equipment Fund Revenue		1,991,830	8,284,826	1,615,356

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Capital Equipment Fund - Expenditures</i>				
General Fund Capital				
Capital Equipment				
302-0102-508.40-00	Committed Funds	-	500,000	-
302-0102-519.64-04	Capital-Community Relatio	-	-	12,704
302-0102-519.64-05	Capital-Finance	-	25,000	-
302-0102-519.64-06	Capital-Common Facilities	9,292	4,490	7,800
302-0102-519.64-07	Capital-Common Fac.-Shop	-	-	19,688
302-0102-519.64-10	Capital-Police	104,308	307,562	-
302-0102-519.64-11	Capital-Public Works-Admi	29,247	-	-
302-0102-519.64-12	Capital-Public Works-Pks	31,010	12,000	9,000
302-0102-519.64-15	Capital-Community Develop	4,496	-	5,500
302-0102-519.64-16	Capital-Parks & Recreatio	93,741	22,430	76,500
302-0102-519.64-17	Capital-City Streets	60,472	75,422	34,304
302-0102-519.64-19	Capital-Information Svcs	55,078	41,302	11,467
302-0102-519.64-20	Public Ed & Govt Prog	-	55,085	36,000
302-0102-554.48-00	Repairs & Maintenance	-	2,201	-
302-0102-594.60-02	Replacement Res-City Hall	13,020	-	-
302-0102-594.60-03	Replacement Res-Library	12,246	7,754	-
302-0102-594.60-04	Replacement Res-Telephone	109	-	-
302-0102-594.60-08	Replace Res-Child Care	1,737	11,580	-
302-0102-594.60-09	Replacement Res-Equipment	-	550,000	200,000
302-0102-594.60-10	Replacement Res-Facility	-	80,000	80,000
302-0102-597.01-05	Transfer to Fund 301	-	1,800,000	-
Total Capital Equipment		414,756	3,494,826	492,963
Projects				
302-0104-514.60-06	Capital-City Hall Repairs	-	20,000	20,000
302-0104-542.60-02	Capital-Streetscaping	1,582	20,000	20,000
302-0104-559.60-01	Economic Development	500	45,000	50,000
Total Projects		2,082	85,000	90,000

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Capital Equipment Fund - Expenditures</i>				
Capital Transfers				
302-0105-591.73-05	Principal-WA Local-TCOMM	-	-	152,709
302-0105-591.83-05	Interest-WA Local-TCOMM	-	-	29,684
302-0105-597.01-01	Tran Out-Arterial Streets	850,000	3,700,000	850,000
302-0105-597.02-01	Transfers out	-	1,005,000	-
Total Capital Transfers		850,000	4,705,000	1,032,393
Total Capital Equipment Fund Expenditures		1,266,838	8,284,826	1,615,356

PARKS AND OPEN SPACE FUND

The Parks and Open Space Fund was established by Council action in 1989 to set aside the revenue generated by a one-percent Utility Tax rate to acquire property for future parks and open space. The City maximizes this fund by securing local, state, and federal grant funds to finance a significant portion of acquisition and development costs. Other revenues from the sale of bonds and Public Facility District funds are deposited into this fund to re-develop existing parks and construct new parks. Park development has been accomplished primarily utilizing the 2002 and 2006 Park Bonds. Maintenance and operating dollars are transferred from this fund for Rainier Vista Community Park and the Regional Athletic Complex.

PARK AND OPEN SPACE ACQUISITION

Since 1989, over 700 acres have been acquired with utility tax revenue, including Rainier Vista Community Park, Woodland Creek Community Park, McAllister Park, Lake Lois Habitat Reserve, the Lacey Woodland Trail Abandoned Railroad corridor, the Regional Athletic Complex, Huntamer Park, Pleasant Glade Park, and the Jacob Smith House. In March of 2011, 407 acres were acquired north of I-5 for a future community park and named in honor of Greg J. Cuoio, city manager of Lacey for 24 years who retired in June of 2011.

RENOVATION AND EXPANSION OF EXISTING PARKS

Wonderwood Park was acquired in 1971-73, developed in 1974, and renovated in 2005 with Bond funds. Long Lake Park was acquired in 1983 – 86, developed in 1988, and renovated in 2005 with Bond funds. Lake Lois Habitat Reserve was acquired in 1993 with a state grant and city funds, and expanded by 17.6 acres in 2001.

NEW PARK DEVELOPMENT

A voter approved bond issue in 2002 and LTGO Bonds issued in 2006 have provided a significant portion of the funding necessary to develop ten new parks.

	SIZE	
THE REGIONAL ATHLETIC COMPLEX (RAC)	68	ACRES
RAINIER VISTA COMMUNITY PARK	46	ACRES
LAKEPOINTE PARK	8	ACRES
WOODLAND CREEK COMMUNITY PARK	70	ACRES
MERIDIAN PARK	24	ACRES
HORIZON POINTE PARK	9.5	ACRES
AVONLEA PARK	6	ACRES
WANSCHERS COMMUNITY PARK	16	ACRES
WILLIAM A. BUSH PARK	8.5	ACRES
THORNBURY PARK	9	ACRES

BUDGET SUMMARY

The 2012 budget is **\$978,393**. This includes a transfer out of \$371,662 to the Current Expense Fund to cover the cost of maintaining Rainier Vista Community Park; and \$278,329 for the RAC. The RAC is the sole responsibility of the City as a result of an agreement that allowed Thurston County to transfer ownership and responsibility of the RAC to the City. A financial settlement was included in the agreement, and will supplement the operating transfer until 2014 when a long-term financial plan will be developed.

2012 PROGRAMS, GOALS AND PRIORITIES

- Apply for state grant funds to develop the next phase of Wanschers Park, and the purchase of two properties for future park development.
- Prepare a land acquisition Program Plan that will provide direction over the next 25 years for the expenditure of this fund.

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Parks and Open Space Fund - Revenues</i>				
Revenues				
303-0000-308.00-00	Estimated Beginning Cash	-	1,542,951	-
303-0000-316.41-00	Utility Tax/Electric	327,562	346,608	366,629
303-0000-316.42-00	Utility Tax/Water-Private	1,344	1,425	1,425
303-0000-316.43-00	Utility Tax/Gas	121,013	112,947	137,664
303-0000-316.45-00	Utility Tax/Solid Waste	48,645	43,455	48,320
303-0000-316.47-01	Utility Tax/Telephone	222,329	243,200	226,621
303-0000-316.52-00	Utility Tax/Olympia City	789	303	303
303-0000-316.70-00	Utility Tax/Lacey Utility	-	214,772	184,045
303-0000-316.72-00	Water	81,965	-	-
303-0000-316.74-00	Wastewater	106,324	-	-
303-0000-316.78-00	Stormwater	19,863	-	-
303-0000-334.02-70	Outdoor Recreation IAC	39,774	-	-
303-0000-334.03-60	WWRP Grant	-	750,000	-
303-0000-337.20-00	Thurston County - RAC	1,320,910	200,000	-
303-0000-361.11-00	Investment Interest	8,526	1,000	1,000
303-0000-362.40-00	Facility Rentals	11,967	12,386	12,386
303-0000-367.00-00	Contributions	4,059	-	-
303-0000-381.10-00	Loans Received	-	750,000	-
303-0000-397.00-00	Transfers In	-	750,000	-
Total Parks and Open Space Fund Revenues		2,315,070	4,969,047	978,393
Acquisition and Park Improvements				

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Parks and Open Space Fund - Expenditures</i>				
Parks and Recreation				
303-0106-508.90-00	Unassigned Funds	-	-	303,402
303-0106-576.48-03	Rep & Maint-Facilities	4,292	-	-
303-0106-576.60-03	Capital-Improvements	83,749	255,451	25,000
303-0106-576.60-04	Capital Outlay-Buildings	-	50,000	-
303-0106-576.60-05	Capital Outlay-Land	4,398	2,010,226	-
303-0106-576.69-01	Estimated Ending Fund Bal	-	1,216,759	-
303-0106-581.20-00	Loan Repayment Issued	-	750,000	-
303-0106-597.02-01	Transfers out	315,348	318,810	371,662
303-0106-597.10-08	Transfer out (RAC)	285,302	367,801	278,329
Total Parks and Open Space Fund Expenditures		693,089	4,969,047	978,393



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REGIONAL ATHLETIC COMPLEX CAPITAL FUND

The Regional Athletic Complex (RAC) is a joint venture governed by Thurston County and the City of Lacey. In March of 1998, Thurston County and the City entered into an agreement to jointly purchase, own, and cooperatively develop recreational lands, then equally share the costs of maintaining the recreational facilities. Phase I of the facility was completed in September of 2005 and opened and dedicated for the benefit of the citizens of Thurston County. In 2006, the Capital Area Regional Public Facilities District (CARPFD) contracted with the City of Lacey to further develop the RAC, in conjunction with the Hands on Children's Museum, a City of Olympia approved project. As a result of amendments to the CARPFD Inter-local agreements, the City of Lacey receives 71.77% of the revenues received by the CARPFD which are dedicated to the future development of the RAC. These funds in conjunction with other city contributions and a 2007 Park Bond were used to finance Phase II of this project. Phase II of the Regional Athletic Complex (RAC) opened in May, 2009. In June of 2010, Thurston County transferred its share of ownership along with all responsibilities for operation and maintenance to the City of Lacey.

IMPROVEMENTS AND PROJECTS TO BE COMPLETED IN 2012

- Installation of an electronic message board at the corner of Marvin and Steilacoom Roads
- Installation of a kiosk that promotes area lodging, restaurants, shopping and attractions
- Regional Sports Complex Phase II Improvements: Backstops and Netting
- Phase III – Master Plan Revisions, 26 Acre parcel west of Marvin Road SE

BUDGET SUMMARY

The 2012 budget is **\$939,801** for capital improvements.

This budget accounts for the \$586,330 transferred out to cover debt service for the 2007 LTGO Park Bond. Phase III (26 acres) is slated for future development in approximately five years, dependant on generating sufficient revenue for operation, maintenance and development.

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Regional Athletic Complex Capital Fund - Revenues</i>				
Revenues				
307-0000-308.00-00	Estimated Beginning Cash	-	114,372	20,000
307-0000-338.10-10	Capital Area - PFD	738,007	764,526	855,211
307-0000-361.11-00	Investment Interest	-	4,456	4,590
307-0000-397.00-00	Transfers In	-	-	60,000
307-0000-397.10-01	Transfer in 303 Fund	100,000	20,000	-
Total Regional Athletic Complex Capital Fund Revenue		838,007	903,354	939,801

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Regional Athletic Complex Capital Fund - Expenditures</i>				
Parks and Recreation				
Regional Athletic Complex Capital				
307-0106-576.60-01	Capital Outlays-Equipment	5,628	49,340	209,739
307-0106-576.60-04	Capital Outlay-Buildings	101,203	94,372	-
307-0106-576.62-18	PFD - Administrative Cost	7,099	8,000	8,000
307-0106-576.62-26	Sport Com-Staff Services	42	-	-
307-0106-576.69-01	Estimated Ending Fund Bal	-	168,712	135,732
307-0106-597.69-01	Transf Out-Debt Service	584,130	582,930	586,330
Total Regional Athletic Complex Capital Fund Expenditures		698,102	903,354	939,801



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PUBLIC WORKS-WATER UTILITY FUND

The Water Utility provides high quality drinking water in sufficient quantity and pressure to support the citizens of Lacey and residents of the entire water service area. Virtually all of Lacey's water comes from groundwater wells owned and operated by the Utility. Water rates cover current operating expenses, maintenance of the system, and replacement of worn and failing waterlines, emergency repairs, and debt service. In addition to water rates, new connections to the water system are charged a one-time fee to cover costs of infrastructure requirements necessary to ensure continued quality service to serve utility customers. Such infrastructure includes City owned production wells, over 357 miles of distribution lines, numerous pressure control devices, and seven storage reservoirs

Public Works programs include distribution line maintenance and repair, water quality and regulatory compliance, resource management, conservation, wellhead protection, water production and storage operations, and system engineering. Financial services include meter reading, accounting, billing, and collection. The Operations Division is responsible for operating the system, repairs and preventive maintenance. Planning, capital improvements, regulatory compliance, community education/outreach, design and capital programming, development review, and source development are provided by the Water Resources and Engineering Divisions. Water Utility maintenance services are provided by 22 full-time employees. The Finance Department provides 3.45 full-time employees to provide customer services, billing and collections.

BUDGET SUMMARY

This budget reflects the Utility's current maintenance and operation expenses. Replacement projects and construction projects as well as debt payment for the utility are funded under the Water/Wastewater Replacement and Construction Fund and the Water/Wastewater Debt Service Fund.

The Water maintenance and operations budget is organized into six programs.

- Supervision and Support
- Utility Billing
- Production and Storage
- Maintenance - Water
- Cross Connection Control
- Water Quality

The 2012 operating budget for the Utility is **\$8,556,420**. Water revenues are obtained from water rates with no support from the City's operating levy or general fund.

2012 PROJECTS, GOALS AND PRIORITIES

- Pursue water rights to meet future demand requirements.
- Maximize production capabilities from existing water production facilities.
- Continue priority programs such as leak detection, cross connection control, flushing, water conservation, education, and outreach.
- Develop large water meter preventative maintenance program consisting of annual inspection, maintenance and calibration.
- Implement program for annual inspection and exercising of water valves over 16" and other critical valves

Explanation of Water Rates

Beginning in 2006, the City adopted a new water rate schedule that is designed to encourage conservation. These new rates place greater emphasis on the relationship of water usage to the amount paid by the customer. This change rewards the water conserving customer while encouraging, through a higher rate, the high water use consumer to conserve water resources. The new rates have 4 tier fees instead of the 2 tiers that were in place prior to 2006. The new rates are shown below.

The Base Rate reflects the cost of meter reading, billing, debt payment, debt reserves, replacement and replacement reserves. Revenues generated from consumption charges pay for maintaining and operating the utility as well as making additional contributions to replacement reserves and capital construction. The chart printed on this page illustrates rates for the years 2008 through 2011. The City has adopted two rate schedules - resident and nonresident. The nonresident rates are based on the schedule printed below plus 20%. This differential in charges reflects the costs associated with serving areas outside the City.

**2012
Rates and Cost Per 100 Cubic Feet (1)**

	2009	2010	2011	2012
Base Rate	\$10.43	\$10.85	\$11.28	\$11.73
First 600 c.f.	.8683	.9031	.9392	.9768
Tier 2 (601 to 1,200 c.f.) Per 100 c.f.	2.0381	2.2047	2.2929	
Tier 3 – 4 (1,201 c.f. plus) Per 100 c.f.	2.6048	2.7090	2.8174	2.9301
Tier 4 (2401 plus) Per 100 c.f.	3.4783	3.6174	3.7621	3.9126

**Example of Monthly Bill
900 Cubic Feet Consumption**

Description	2009	2010	2011	2012
Base Rate	\$10.43	\$10.85	\$11.28	\$11.73
Consumption	<u>11.32</u>	<u>11.78</u>	<u>12.25</u>	<u>12.74</u>
Total (1)	\$21.75	\$22.63	\$23.53	\$24.47
Change over Prior Year	\$2.41	\$.88	\$.90	\$.94
Percent Change	12.5%	14.0%	4.0%	4.0%

(1) The City provides a 50% discount for qualified low income senior and disabled citizens, earning less than 50% of the median income for Thurston County depending on the size of the household as it relates to income.

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Water Utility Fund - Revenues</i>				
Revenues				
401-0000-308.00-00	Estimated Beginning Cash	-	117,300	-
401-0000-343.05-00	Shut-Offs	118,413	124,320	124,320
401-0000-343.40-01	Sales	6,968,603	7,604,643	7,908,829
401-0000-343.40-02	Penalties	108,206	105,900	105,900
401-0000-345.83-00	Plan Checking Fees	3,840	6,151	6,330
401-0000-345.83-02	Inspection Svs-Streets	8,576	14,690	14,367
401-0000-345.83-06	Water/Fire Flow Analysis	500	1,030	-
401-0000-361.11-00	Investment Interest	415	-	1,908
401-0000-362.51-00	Cell Tower Lease	105,665	85,495	110,717
401-0000-362.90-00	Hydrant Meter Rental	16,642	29,500	13,500
401-0000-369.10-00	Sale of Scrap & Surplus	3,937	-	-
401-0000-369.11-00	Sale of Meters	177,054	160,000	160,000
401-0000-369.12-00	Construction Water	6,865	8,838	299
401-0000-369.14-00	Sale of H.E. Toilets	1,180	-	-
401-0000-369.40-00	Court Fees/Judgments	13,057	-	-
401-0000-369.81-00	Cash Over & Short	2	-	-
401-0000-369.90-00	Other Misc Revenue	110	750	750
401-0000-369.97-00	Escrow Search Fees	10,800	9,500	9,500
401-0000-397.11-01	Transfer In-Current Exp	100,000	100,000	100,000
Total Water Utility Fund Revenues		7,643,865	8,368,117	8,556,420

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Water Utility Fund - Expenditures</i>				
Public Works Water Division				
General Services				
401-3401-534.10-01	Salaries-Regular	480,350	482,974	455,856
401-3401-534.10-05	Salaries-Overtime	30,828	35,000	35,000
401-3401-534.20-01	Employer Paid Benefits	176,373	206,005	193,031
401-3401-534.31-01	Office & Operating Supply	1,130	4,000	4,000
401-3401-534.31-02	Small Tools & Equipment	-	500	500
401-3401-534.31-17	Supplies-Uniform Purchase	4,711	5,412	5,412
401-3401-534.31-27	Software Upgrade	-	6,630	6,630
401-3401-534.41-01	Prof. Svc-Other	14,539	47,300	47,300
401-3401-534.41-02	Prof. Svc-Engineering	431,438	532,044	547,921
401-3401-534.41-05	Prof. Svc-Audit	-	9,425	9,425
401-3401-534.41-15	Prof. Svc-Legal	37,299	20,000	20,000
401-3401-534.41-17	Prof. Svc-Water Resources	472,398	394,098	423,173
401-3401-534.41-32	Prof. Svc-Utility Locates	906	2,000	2,000
401-3401-534.43-01	Transportation/Per Diem	2,804	11,872	11,872
401-3401-534.43-02	Dues, Subscriptions, Publ	2,602	5,000	5,000
401-3401-534.43-03	Registrations	14,969	22,280	22,280
401-3401-534.45-01	Equipment Rental	2,439	2,566	2,997
401-3401-534.45-02	IMS Rental	143,637	140,071	149,269
401-3401-534.45-08	Lease Miscellaneous	4,135	4,400	6,900
401-3401-534.46-01	Insurance-Liability	55,455	53,563	53,563
401-3401-534.48-03	Rep & Maint-Facilities	4,095	2,000	2,000
401-3401-534.49-02	Printing & Binding	-	500	500
401-3401-534.49-03	Recording Fees	2,388	3,000	3,000
401-3401-534.49-06	Maintenance Contracts	-	1,000	1,000
401-3401-534.49-10	Uniform Contract/Cleaning	469	5,147	5,147
401-3401-534.49-25	Assessments/Taxes	1,582	-	-
401-3401-534.49-35	CDL-Physicals/Licenses	240	210	210
401-3401-534.50-02	Common Facilities-1902	88,852	102,864	115,294
401-3401-534.50-03	Intra-Governmental	112,550	112,550	112,550
401-3401-534.60-01	Capital Outlays-Equipment	-	10,000	-
Total General Services		2,086,189	2,222,411	2,241,830
Customer Service				
401-3402-514.10-01	Salaries-Regular	347,914	394,646	373,306
401-3402-514.10-05	Salaries-Overtime	51	100	100

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Water Utility Fund - Expenditures</i>				
Public Works Water Division				
Customer Service-continued				
401-3402-514.20-01	Employer Paid Benefits	125,556	164,274	175,238
401-3402-514.31-01	Office & Operating Supply	3,176	21,950	4,000
401-3402-514.31-02	Small Tools & Equipment	-	500	500
401-3402-514.31-17	Supplies-Uniform Purchase	376	650	650
401-3402-514.31-37	Meters	-	-	160,000
401-3402-514.41-25	Prof. Svc-Computer	846	750	750
401-3402-514.41-44	Community Action Council	-	7,500	-
401-3402-514.42-01	Communications-Telephone	16,705	11,500	11,500
401-3402-514.42-02	Communications-Postage	78,267	78,015	78,015
401-3402-514.43-01	Transportation/Per Diem	-	2,140	2,140
401-3402-514.43-03	Registrations	120	990	990
401-3402-514.45-01	Equipment Rental	10,179	10,003	12,018
401-3402-514.45-02	IMS Rental	33,062	32,964	33,260
401-3402-514.46-06	AWC-L & I Pool	2,116	2,340	2,340
401-3402-514.48-01	Rep & Maint-Equipment	282	3,650	150
401-3402-514.49-01	Excise Taxes	412,047	436,795	467,214
401-3402-514.49-02	Printing & Binding	19,680	23,900	23,900
401-3402-514.49-06	Maintenance Contracts	42,421	49,750	21,750
401-3402-514.49-10	Uniform Contract/Cleaning	-	500	500
401-3402-514.49-27	Bad Debt Expense	11,179	12,600	12,600
401-3402-514.49-30	Software Maintenance	4,183	7,900	7,900
401-3402-514.49-60	Contractual Services	42,122	45,700	45,700
401-3402-514.60-01	Capital Outlays-Equipment	-	-	46,500
401-3402-597.69-02	Transf Out-Construction	809,954	809,954	1,166,810
Total Customer Service		1,960,236	2,119,071	2,647,831
Production and Storage				
401-3403-534.10-01	Salaries-Regular	378,425	488,998	402,042
401-3403-534.10-05	Salaries-Overtime	9,410	19,000	19,000
401-3403-534.20-01	Employer Paid Benefits	157,625	240,489	190,468
401-3403-534.31-01	Office & Operating Supply	8,983	9,145	9,145
401-3403-534.31-02	Small Tools & Equipment	4,623	6,495	6,495
401-3403-534.31-11	Water Treatment Supplies	94,910	95,300	95,300
401-3403-534.31-28	Conf Space-Safety Equip	3,267	3,200	3,200

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Water Utility Fund - Expenditures</i>				
Public Works Water Division				
Production and Storage-continued				
401-3403-534.32-01	Electrical Supplies	1,798	5,000	5,000
401-3403-534.33-01	Small Tools-Electrical	629	700	700
401-3403-534.34-01	Fuel	490	-	-
401-3403-534.41-01	Prof. Svc-Other	33,564	84,100	84,100
401-3403-534.41-16	Prof. Svc-Parks	9,339	43,042	43,042
401-3403-534.41-23	Prof. Svc-H2O Smpls-DSHS	-	1,500	1,500
401-3403-534.42-01	Communications-Telephone	10,727	4,600	4,600
401-3403-534.45-01	Equipment Rental	40,909	43,618	50,936
401-3403-534.45-05	Rentals-Other	1,695	3,100	3,100
401-3403-534.46-02	Insurance-Fire/Property	34,545	34,108	34,108
401-3403-534.47-01	Utility-Electric	586,411	615,000	615,000
401-3403-534.47-02	Utility-City of Lacey	6,480	7,000	7,000
401-3403-534.47-06	Olympia Water Agreement	285,221	350,000	350,000
401-3403-534.48-01	Rep & Maint-Equipment	11,701	2,500	2,500
401-3403-534.48-02	Rep & Maint-Equip Non-Pwr	41	300	300
401-3403-534.48-03	Rep & Maint-Facilities	90,217	140,000	75,000
401-3403-534.48-11	Rep & Maint-Telemetry	6,953	23,000	23,000
401-3403-534.49-06	Maintenance Contracts	17,796	31,790	31,790
401-3403-534.60-01	Capital Outlays-Equipment	12,223	-	-
401-3403-534.60-99	Capitalized Assets	(12,223)	-	-
401-3403-587.60-99	Capital-Transferred Out	12,223	-	-
Total Production and Storage		1,807,982	2,251,985	2,057,326
System Maintenance				
401-3404-534.10-01	Salaries-Regular	529,593	427,328	595,187
401-3404-534.10-05	Salaries-Overtime	12,190	10,000	10,800
401-3404-534.10-06	Salaries-Part-Time	123	-	-
401-3404-534.20-01	Employer Paid Benefits	237,102	211,527	292,162
401-3404-534.31-01	Office & Operating Supply	14,382	10,700	12,150
401-3404-534.31-02	Small Tools & Equipment	8,065	9,518	11,668
401-3404-534.31-19	Inventory	102,120	55,000	70,000
401-3404-534.31-20	Street Restoration	21,261	20,000	20,000
401-3404-534.31-21	Non-Inventory-Under \$60	28,758	13,700	17,400
401-3404-534.31-22	Manhole/Ring/Lid Replace	-	250	250
401-3404-534.31-26	Valves	73,886	50,000	41,000

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Water Utility Fund - Expenditures</i>				
Public Works Water Division				
System Maintenance-continued				
401-3404-534.31-36	Hydrants	12,845	50,000	50,000
401-3404-534.31-38	Hydrant Meters	-	-	9,000
401-3404-534.41-01	Prof. Svc-Other	-	3,300	-
401-3404-534.41-30	Prof. Svc-Leak Survey	-	6,500	6,500
401-3404-534.42-01	Communications-Telephone	649	5,500	5,500
401-3404-534.45-01	Equipment Rental	187,189	202,534	254,492
401-3404-534.45-05	Rentals-Other	1,155	1,800	2,300
401-3404-534.48-01	Rep & Maint-Equipment	4,553	5,200	6,550
401-3404-534.48-02	Rep & Maint-Equip Non-Pwr	2,545	1,350	2,550
401-3404-534.60-01	Capital Outlays-Equipment	5,199	143,122	-
401-3404-534.60-99	Capitalized Assets	(5,199)	-	-
401-3404-587.60-99	Capital-Transferred Out	5,199	-	-
Total System Maintenance		1,241,615	1,227,329	1,407,509
Construction/Utility Crews				
401-3405-534.10-01	Salaries-Regular	23,494	95,888	-
401-3405-534.10-05	Salaries-Overtime	7	800	-
401-3405-534.20-01	Employer Paid Benefits	8,948	47,964	-
401-3405-534.31-01	Office & Operating Supply	550	1,450	-
401-3405-534.31-02	Small Tools & Equipment	2,121	2,150	-
401-3405-534.31-19	Inventory	41,374	15,000	-
401-3405-534.31-21	Non-Inventory-Under \$60	5,338	3,700	-
401-3405-534.31-37	Meters	-	160,000	-
401-3405-534.45-01	Equipment Rental	14,785	15,395	-
401-3405-534.45-05	Rentals-Other	-	500	-
401-3405-534.48-01	Rep & Maint-Equipment	109	1,350	-
401-3405-534.48-02	Rep & Maint-Equip Non-Pwr	14	1,200	-
401-3405-534.60-99	Capitalized Assets	(96,740)	-	-
Total Construction/Utility Crews		-	345,397	-
Cross Control Connections				
401-3406-534.31-01	Office & Operating Supply	-	1,600	1,600
401-3406-534.31-02	Small Tools & Equipment	-	1,200	1,200
401-3406-534.41-01	Prof. Svc-Other	543	500	500
401-3406-534.48-02	Rep & Maint-Equip Non-Pwr	-	750	750

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Water Utility Fund - Expenditures</i>				
Public Works Water Division				
Cross Control Connections-continued				
401-3406-534.49-35	CDL-Physicals/Licenses	-	120	120
Total Cross Control Connections		543	4,170	4,170
Water Quality				
401-3407-534.20-01	Employer Paid Benefits	14	-	-
401-3407-534.31-01	Office & Operating Supply	-	750	750
401-3407-534.31-02	Small Tools & Equipment	-	1,150	1,150
401-3407-534.31-17	Supplies-Uniform Purchase	-	500	500
401-3407-534.41-01	Prof. Svc-Other	-	14,225	14,225
401-3407-534.41-14	Prof. Svc-Grdwater Mgmt	-	25,000	25,000
401-3407-534.41-23	Prof. Svc-H2O Smpls-DSHS	59,491	51,279	51,279
401-3407-534.42-01	Communications-Telephone	-	500	500
401-3407-534.42-02	Communications-Postage	7,564	9,500	9,500
401-3407-534.43-02	Dues, Subscriptions, Publ	-	500	500
401-3407-534.48-01	Rep & Maint-Equipment	-	250	250
401-3407-534.49-02	Printing & Binding	9,991	18,600	18,600
401-3407-534.49-32	Operating Permit-DSHS	9,597	8,500	8,500
401-3407-534.49-44	Project Green	-	2,500	2,500
401-3407-534.49-55	Conservation Program	50,682	64,500	64,500
Total Water Quality		137,339	197,754	197,754
Total Water Utility Fund Expenditures		7,233,904	8,368,117	8,556,420

PUBLIC WORKS-WASTEWATER UTILITY FUND

This budget reflects the Utility's current maintenance and operating expenses. Replacement and construction projects, as well as debt services for the Utility, are funded under the Water/Wastewater Replacement and Construction Fund and Water/Wastewater Debt Service Fund.

The Wastewater maintenance and operations budget is organized into five programs.

- Supervision and Support
- Utility Billing
- Maintenance - Wastewater Lift Stations
- Maintenance - Wastewater Mains (collection system)
- Maintenance - STEP Systems

The total 2012 operating budget for the Wastewater Utility is **\$11,376,784** of which \$7,643,190 will be paid to LOTT Alliance for treatment plant operations and capital requirements.

2012 PROJECTS, GOALS AND PRIORITIES

- Repair suction pipes and pump rail slides at sewer lift stations #2 and #3.
- Convert wastewater radio communications system from analog to digital.
- Continue with sewer manhole grouting program.
- Complete painting the interior of five sewer lift station dry wells.

EXPLANATION OF CHARGES

The monthly Wastewater Utility rate is made up of several components listed below. The current rates and the increase approved by LOTT are as follows:

CITY CHARGES (1)	2010	2011	2012
MAINTENANCE/OPERATIONS	\$13.25	13.50	\$13.75
REPLACEMENT RESERVES	1.25	1.25	1.25
CONSTRUCTION/CAPITAL	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
SUBTOTAL	15.50	15.75	16.00
LOTT CHARGES	<u>30.00</u>	<u>31.50</u>	<u>33.00</u>
TOTAL MONTHLY CHARGES	\$45.50	\$47.25	\$49.00

(1) The City provides a 50% discount for qualified low income senior and disabled citizens earning less than 50% of the median income for Thurston County depending on the size of the household as it relates to income.

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Wastewater Utility Fund - Revenues</i>				
Revenues				
402-0000-308.00-00	Estimated Beginning Cash	-	188,422	-
402-0000-343.50-01	Sales	3,316,546	3,358,430	3,563,942
402-0000-343.50-02	Penalties	126,188	127,370	117,435
402-0000-343.50-03	LOTT Sales	7,008,215	7,295,905	7,643,190
402-0000-343.50-05	Community on site systems	4,475	4,250	4,250
402-0000-345.83-00	Plan Checking Fees	1,557	1,818	6,899
402-0000-345.83-02	Inspection Svs-Streets	2,807	3,191	14,607
402-0000-345.83-04	Inspection Services-STEP	4,978	2,591	21,642
402-0000-361.11-00	Investment Interest	4,602	3,548	4,819
402-0000-369.40-00	Court Fees/Judgments	899	-	-
Total Wastewater Utility Fund Revenues		10,470,267	10,985,525	11,376,784

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Wastewater Utility Fund - Expenditures</i>				
Public Works Wastewater Division				
General Services				
402-3501-535.10-01	Salaries-Regular	363,681	371,469	387,192
402-3501-535.10-05	Salaries-Overtime	5,200	8,200	8,200
402-3501-535.20-01	Employer Paid Benefits	122,505	151,614	157,115
402-3501-535.20-03	Unemployment Compensation	-	500	500
402-3501-535.31-01	Office & Operating Supply	-	950	950
402-3501-535.31-02	Small Tools & Equipment	-	850	850
402-3501-535.31-17	Supplies-Uniform Purchase	4,094	4,607	4,607
402-3501-535.31-27	Software Upgrade	-	285	285
402-3501-535.41-01	Prof. Svc-Other	6,035	1,500	1,500
402-3501-535.41-02	Prof. Svc-Engineering	346,949	445,044	450,936
402-3501-535.41-05	Prof. Svc-Audit	-	615	615
402-3501-535.41-15	Prof. Svc-Legal	2,391	2,890	2,890
402-3501-535.41-17	Prof. Svc-Water Resources	63,345	107,855	112,565
402-3501-535.41-32	Prof. Svc-Utility Locates	879	2,000	2,000
402-3501-535.43-01	Transportation/Per Diem	5,242	7,900	7,900
402-3501-535.43-02	Dues, Subscriptions, Publ	255	335	335
402-3501-535.43-03	Registrations	6,016	7,650	7,650
402-3501-535.45-01	Equipment Rental	3,093	3,374	3,657
402-3501-535.45-02	IMS Rental	45,200	43,504	58,222
402-3501-535.45-08	Lease Miscellaneous	340	500	3,000
402-3501-535.46-01	Insurance-Liability	29,714	33,900	33,900
402-3501-535.47-04	LOTT Treatment	7,009,071	7,295,905	7,643,190
402-3501-535.48-03	Rep & Maint-Facilities	538	2,000	2,000
402-3501-535.49-03	Recording Fees	1,053	3,000	3,000
402-3501-535.49-10	Uniform Contract/Cleaning	403	5,400	5,400
402-3501-535.49-25	Assessments/Taxes	55	50	50
402-3501-535.49-30	Software Maintenance	4,059	1,400	1,400
402-3501-535.49-35	CDL-Physicals/Licenses	955	340	340
402-3501-535.50-02	Common Facilities-1902	88,852	102,864	115,294
402-3501-535.50-03	Intra-Governmental	18,920	18,920	18,920
Total General Services		8,128,845	8,625,421	9,034,463

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Wastewater Utility Fund - Expenditures</i>				
Public Works Wastewater Division				
Customer Service				
402-3502-514.10-01	Salaries-Regular	39,559	45,499	41,813
402-3502-514.10-05	Salaries-Overtime	4	100	100
402-3502-514.20-01	Employer Paid Benefits	12,989	18,444	18,663
402-3502-514.31-01	Office & Operating Supply	651	100	100
402-3502-514.31-17	Supplies-Uniform Purchase	-	80	80
402-3502-514.42-01	Communications-Telephone	-	200	200
402-3502-514.42-02	Communications-Postage	-	8,080	8,080
402-3502-514.45-01	Equipment Rental	2,545	1,828	2,196
402-3502-514.45-02	IMS Rental	5,893	6,202	5,696
402-3502-514.45-08	Lease Miscellaneous	-	1,000	1,000
402-3502-514.46-06	AWC-L & I Pool	863	954	954
402-3502-514.49-01	Excise Taxes	138,874	146,905	146,905
402-3502-514.49-02	Printing & Binding	-	450	450
402-3502-514.49-10	Uniform Contract/Cleaning	-	60	60
402-3502-514.49-27	Bad Debt Expense	7,549	9,000	9,000
402-3502-597.69-02	Transf Out-Construction	233,856	233,855	176,737
Total Customer Service		442,783	472,757	412,034
Lift Station Maintenance				
402-3503-535.10-01	Salaries-Regular	339,669	225,595	346,704
402-3503-535.10-05	Salaries-Overtime	16,671	12,000	12,000
402-3503-535.10-06	Salaries-Part-Time	26	-	-
402-3503-535.20-01	Employer Paid Benefits	149,056	109,418	165,821
402-3503-535.31-01	Office & Operating Supply	15,918	11,000	11,000
402-3503-535.31-02	Small Tools & Equipment	1,787	5,800	5,800
402-3503-535.31-28	Conf Space-Safety Equip	2,708	3,200	3,200
402-3503-535.32-01	Electrical Supplies	1,220	4,000	4,000
402-3503-535.33-01	Small Tools-Electrical	240	700	700
402-3503-535.34-01	Fuel	914	1,300	1,300
402-3503-535.41-01	Prof. Svc-Other	5,326	10,400	10,400
402-3503-535.41-16	Prof. Svc-Parks	1,964	14,497	14,497
402-3503-535.42-01	Communications-Telephone	4,082	7,410	7,410
402-3503-535.45-01	Equipment Rental	34,799	37,116	40,229
402-3503-535.45-05	Rentals-Other	250	1,000	1,000
402-3503-535.46-02	Insurance-Fire/Property	3,367	3,334	3,334

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Wastewater Utility Fund - Expenditures</i>				
Public Works Wastewater Division				
Lift Station Maintenance-continued				
402-3503-535.47-01	Utility-Electric	71,731	71,000	71,000
402-3503-535.47-02	Utility-City of Lacey	2,192	6,500	6,500
402-3503-535.48-01	Rep & Maint-Equipment	1,270	3,000	3,000
402-3503-535.48-02	Rep & Maint-Equip Non-Pwr	276	2,500	2,500
402-3503-535.48-11	Rep & Maint-Telemetry	4,940	2,500	2,500
402-3503-535.48-12	Rep & Maint-Liftstations	149,827	110,000	70,000
402-3503-535.49-06	Maintenance Contracts	18,281	30,000	30,000
402-3503-535.60-01	Capital Outlays-Equipment	20,597	-	26,000
Total Lift Station Maintenance		847,111	672,270	838,895
Wastewater Main Maintenance				
402-3504-535.10-01	Salaries-Regular	248,697	344,506	307,836
402-3504-535.10-05	Salaries-Overtime	3,739	6,000	6,000
402-3504-535.10-06	Salaries-Part-Time	35	-	-
402-3504-535.20-01	Employer Paid Benefits	98,616	159,625	135,648
402-3504-535.31-01	Office & Operating Supply	12,545	8,230	8,230
402-3504-535.31-02	Small Tools & Equipment	2,039	6,850	6,850
402-3504-535.31-22	Manhole/Ring/Lid Replace	1,748	3,000	3,000
402-3504-535.41-01	Prof. Svc-Other	-	3,000	3,000
402-3504-535.41-38	Wastewater Testing	-	500	500
402-3504-535.42-01	Communications-Telephone	100	-	-
402-3504-535.45-01	Equipment Rental	69,902	84,014	91,060
402-3504-535.45-05	Rentals-Other	-	200	200
402-3504-535.48-01	Rep & Maint-Equipment	2,740	3,000	3,000
402-3504-535.48-02	Rep & Maint-Equip Non-Pwr	15,041	10,000	10,000
402-3504-535.49-28	Land Fill	-	2,000	2,000
402-3504-535.60-01	Capital Outlays-Equipment	-	31,141	-
Total Wastewater Main Maintenance		455,202	662,066	577,324
S.T.E.P. System Maintenance				
402-3505-535.10-01	Salaries-Regular	145,019	127,794	131,825
402-3505-535.10-05	Salaries-Overtime	10,493	10,000	10,000
402-3505-535.20-01	Employer Paid Benefits	68,069	69,278	68,776
402-3505-535.31-01	Office & Operating Supply	3,508	14,903	14,903
402-3505-535.31-02	Small Tools & Equipment	2,453	4,650	4,650
402-3505-535.31-13	Supplies-Locks/STEP Sys	-	1,300	1,300

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Wastewater Utility Fund - Expenditures</i>				
Public Works Wastewater Division				
S.T.E.P. System Maintenance-continued				
402-3505-535.31-25	Supplies-Odor Control	170,961	150,940	150,940
402-3505-535.41-38	Wastewater Testing	-	2,000	2,000
402-3505-535.41-41	On site septic system	-	950	950
402-3505-535.45-01	Equipment Rental	51,179	53,988	58,516
402-3505-535.45-05	Rentals-Other	1,028	50	50
402-3505-535.48-01	Rep & Maint-Equipment	553	2,500	2,500
402-3505-535.48-02	Rep & Maint-Equip Non-Pwr	2,698	1,300	1,300
402-3505-535.48-13	Rep & Maint-S.T.E.P. Sys	43,575	66,358	66,358
402-3505-535.60-01	Capital Outlays-Equipment	-	47,000	-
Total S.T.E.P. System Maintenance		499,536	553,011	514,068
Total Wastewater Utility Fund Expenditures		10,373,477	10,985,525	11,376,784

PUBLIC WORKS-STORMWATER UTILITY FUND

The Stormwater Utility operates and maintains City-owned storm drainage systems. The Utility is also responsible for developing plans and programs as necessary to comply with Federal, State and City non-point source surface water requirements. Significant resources are devoted to public education, responding to citizen and business inquiries, identifying water quality/ quantity concerns and developing solutions. An emphasis is placed on:

1. Identifying requirements for facilities to remediate known water quality and flooding concerns;
 2. Cleaning and maintaining catch basins, storm ponds, swales and other treatment devices;
 3. Developing water quality monitoring and maintenance plans for both public and private facilities to ensure resources devoted to maintenance; and,
 4. Maximizing pollutant removal efficiency of the storm water system through an aggressive street sweeping program.
- Stormwater Utility services are provided by 6.50 full-time employees.

BUDGET SUMMARY

This budget reflects the Utility’s current supervision and support, utility billing, and maintenance. Construction projects and land acquisition are funded in the Stormwater Construction Fund budget.

The Stormwater Utility budget is organized into four programs.

- Supervision and Support
- Customer Service
- Stormwater Facilities Maintenance
- Water Resources

The total 2012 budget for the Stormwater Utility is **\$3,754,867**. The rates provide for current operating expenses and reserves for future treatment facilities. Upon completion, the comprehensive capital improvement plan will identify new treatment facilities and programs that will be funded by rates.

2012 PROJECTS, GOALS AND PRIORITIES

- Complete development of a Stormwater Comprehensive Plan
- Initiate new programs and policies to maintain compliance with NPDES II requirements.
- Accomplish preventative maintenance goals on or ahead of schedule.
- Respond to citizen and business inquiries regarding maintenance of private facilities and provide technical assistance.
- Continue the implementation of the private facility monitoring program.
- Identify and improve stormwater flow problems in residential areas.
- Develop capital improvement plans for remaining unprotected outfalls

EXPLANATION OF RATE

RATES FOR STORMWATER	2010	2011	2012
RESIDENTIAL	7.15	7.15	7.15
DUPLEX	14.30	14.30	14.30

The City provides a 50% discount for qualified low income senior and disabled citizens, earning less than 50% of the median income for Thurston County, depending on the size of the household as it relates to income.

Commercial rates are calculated by a formula based on the parcel’s total impervious surface area.

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Stormwater Utility Fund - Revenues</i>				
Revenues				
403-0000-308.00-00	Estimated Beginning Cash	-	96,968	67,843
403-0000-308.04-00	Depreciation-Balancing	-	1,650,000	1,650,000
403-0000-334.03-13	Dept of Ecology	8,985	-	-
403-0000-343.51-01	Sales	1,986,681	2,013,766	2,013,766
403-0000-345.83-00	Plan Checking Fees	1,406	1,718	3,745
403-0000-345.83-02	Inspection Svs-Streets	3,763	5,419	17,088
403-0000-361.11-00	Investment Interest	1,689	1,297	2,425
403-0000-369.40-00	Court Fees/Judgments	1,007	-	-
403-0000-383.10-00	Contributed Capital	1,714,431	-	-
Total Stormwater Utility Fund Revenues		3,717,962	3,769,168	3,754,867

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Stormwater Utility Fund - Expenditures</i>				
Public Works Stormwater Division				
General Services				
403-4201-538.10-01	Salaries-Regular	178,970	218,332	171,060
403-4201-538.10-05	Salaries-Overtime	2,986	1,000	1,000
403-4201-538.10-06	Salaries-Part-Time	-	1,818	930
403-4201-538.20-01	Employer Paid Benefits	60,708	85,224	67,212
403-4201-538.31-01	Office & Operating Supply	652	1,500	1,500
403-4201-538.31-02	Small Tools & Equipment	1,857	1,500	1,500
403-4201-538.31-17	Supplies-Uniform Purchase	1,335	2,260	2,260
403-4201-538.31-27	Software Upgrade	-	5,260	5,260
403-4201-538.41-01	Prof. Svc-Other	13,608	15,500	15,500
403-4201-538.41-02	Prof. Svc-Engineering	244,196	258,697	265,890
403-4201-538.41-05	Prof. Svc-Audit	-	450	450
403-4201-538.41-15	Prof. Svc-Legal	2,189	2,200	2,200
403-4201-538.41-17	Prof. Svc-Water Resources	340,480	369,530	365,841
403-4201-538.41-23	Prof. Svc-Local Monitor	22,997	26,000	26,000
403-4201-538.41-27	Prof. Svc-PIE Program	21,182	22,750	22,750
403-4201-538.41-32	Prof. Svc-Utility Locates	533	725	725
403-4201-538.41-33	Prof. Svc-Facility Eval	-	4,600	4,600
403-4201-538.41-42	Illicit Discharge Detect.	-	9,000	9,000
403-4201-538.41-43	Analyze Stormwater Sample	304	10,000	10,000
403-4201-538.42-01	Communications-Telephone	692	350	350
403-4201-538.43-01	Transportation/Per Diem	1,328	2,228	2,228
403-4201-538.43-02	Dues, Subscriptions, Publ	-	145	145
403-4201-538.43-03	Registrations	765	2,568	2,568
403-4201-538.45-01	Equipment Rental	1,974	1,967	2,655
403-4201-538.45-02	IMS Rental	22,441	24,794	29,805
403-4201-538.45-08	Lease Miscellaneous	983	-	-
403-4201-538.46-01	Insurance-Liability	27,807	16,261	16,261
403-4201-538.49-25	Assessments/Taxes	10,200	12,000	12,000
403-4201-538.49-35	CDL-Physicals/Licenses	90	120	120
403-4201-538.49-43	Regional Monitoring Prog.	-	15,000	15,000
403-4201-538.49-44	Project Green	10,000	11,000	11,000
403-4201-538.49-45	Fones Road Treatment	-	8,250	8,250
403-4201-538.50-02	Common Facilities-1902	12,693	14,695	16,471
403-4201-538.50-03	Intra-Governmental	3,530	3,530	3,530

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Stormwater Utility Fund - Expenditures</i>				
Public Works Stormwater Division				
General Services-continued				
403-4201-538.60-01	Capital Outlays-Equipment	5,144	69,422	-
403-4201-538.60-99	Capitalized Assets	(5,144)	-	-
403-4201-587.60-99	Capital-Transferred Out	5,144	-	-
Total General Services		989,644	1,218,676	1,094,061
Customer Service				
403-4202-514.10-01	Salaries-Regular	3,783	5,489	4,955
403-4202-514.20-01	Employer Paid Benefits	1,317	2,216	2,473
403-4202-514.31-01	Office & Operating Supply	-	200	200
403-4202-514.42-01	Communications-Telephone	-	50	50
403-4202-514.42-02	Communications-Postage	-	1,750	1,750
403-4202-514.45-02	IMS Rental	5,245	5,452	5,036
403-4202-514.45-08	Lease Miscellaneous	-	500	500
403-4202-514.46-06	AWC-L & I Pool	439	486	486
403-4202-514.49-01	Excise Taxes	35,672	38,545	38,545
403-4202-514.49-02	Printing & Binding	-	500	500
403-4202-514.49-27	Bad Debt Expense	1,448	1,800	1,800
403-4202-514.82-01	Depreciation-Utilities	1,531,358	1,650,000	1,650,000
403-4202-597.69-02	Transf Out-Construction	250,000	250,000	250,000
Total Customer Service		1,829,262	1,956,988	1,956,295
Stormwater Facility Maintenance				
403-4203-538.10-01	Salaries-Regular	264,878	229,930	292,849
403-4203-538.10-05	Salaries-Overtime	4,030	4,000	4,000
403-4203-538.10-06	Salaries-Part-Time	18,165	34,536	17,662
403-4203-538.20-01	Employer Paid Benefits	111,841	116,314	136,064
403-4203-538.31-01	Office & Operating Supply	28,774	25,040	25,040
403-4203-538.31-02	Small Tools & Equipment	4,088	2,500	2,500
403-4203-538.31-17	Supplies-Uniform Purchase	110	1,600	1,600
403-4203-538.31-22	Manhole/Ring/Lid Replace	-	4,000	4,000
403-4203-538.41-01	Prof. Svc-Other	10,449	13,000	13,000
403-4203-538.45-01	Equipment Rental	128,760	129,434	174,646
403-4203-538.47-01	Utility-Electric	785	900	900
403-4203-538.47-02	Utility-City of Lacey	6,215	13,000	13,000
403-4203-538.48-01	Rep & Maint-Equipment	497	800	800
403-4203-538.48-03	Rep & Maint-Facilities	-	2,050	2,050

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Stormwater Utility Fund - Expenditures</i>				
Public Works Stormwater Division				
Stormwater Facility Maintenance-continued				
403-4203-538.49-10	Uniform Contract/Cleaning	-	500	500
403-4203-538.49-29	Vactor Waste	9,993	15,900	15,900
Total Stormwater Facility Maintenance		588,585	593,504	704,511
Total Stormwater Utility Fund Expenditures		3,407,491	3,769,168	3,754,867



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PUBLIC WORKS-RECLAIMED WATER UTILITY FUND

The Martin Way Reclaimed Water Treatment Plant, owned and operated by the LOTT Alliance, is currently online and, through use of a membrane bioreactor system, is producing Class A reclaimed water. In time, the reclaimed water available will provide the City of Lacey with the opportunity to reduce both peak and annual potable water demands by utilizing an alternative water supply for non-potable water applications such as irrigation, toilet flushing, and water rights mitigation. For the immediate future, reclaimed water will be used to mitigate the predicted impacts to surface and shallow ground water from water rights Lacey is planning to receive. Initially, the City of Lacey will have access to 1.06 MGD of reclaimed water daily.

BUDGET SUMMARY

The 2012 maintenance and operating budget for the Reclaimed Water Utility Fund is **\$100,000**.

2012 PROJECTS, GOALS AND PRIORITIES

- In time, LOTT plans to install a reclaimed water line under I-5 to connect to Lacey's purple pipe at Quinault Drive and Marvin Road. We will be coordinating with LOTT to identify appropriate system upgrades to the new line to ensure its future capability of serving the Regional Athletic Complex.
- Assist LOTT in its regional efforts to effect changes to the proposed Ecology Reclaimed Water Rules that are reasonable, justifiable, and affordable.

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Reclaimed Water Utility Fund - Revenues</i>				
Revenues				
404-0000-308.00-00	Estimated Beginning Cash	-	100,000	99,600
404-0000-361.11-00	Investment Interest	-	-	400
Total Reclaimed Water Utility Fund Revenues		-	100,000	100,000

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Reclaimed Water Utility Fund - Expenditures</i>				
Public Works Reclaimed Division				
General Services				
404-3501-535.41-17	Prof. Svc-Water Resources	-	100,000	100,000
Total Reclaimed Water Utility Fund Expenditures		-	100,000	100,000



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PUBLIC WORKS-WATER CAPITAL FUND

The Water Capital Fund provides revenues and reserve dollars to construct new or replace older water production and distribution facilities. Revenues also provide resources for studies and resources to fund system improvements.

BUDGET SUMMARY

Revenues in this fund come from GFC's, user fees, bond sales, and loans. The Water Utility rate structure includes a specific component for reserves to fund future replacement or construction projects. After all expenses are paid, remaining revenues are carried forward into the next fiscal year and are allocated to fund reserves for construction.

The total 2012 budget for this fund is **\$11,100,666**. The Water Replacement Fund total is \$3,981,301. The Water Construction Fund total is \$7,119,365.

2012 PROJECTS, GOALS AND PRIORITIES**WATER REPLACEMENT FUND:**

- Corrosion control, Well #4
- Union Mills Altitude Valve Replacement
- Complete Water Rate Study
- ATEC Water TF Backwash design
- Telemetry Control Valves
- Well Rehab – Source 7 (ATEC)

WATER CONSTRUCTION FUND:

- Water Rights Mitigation Study
- Purchase Water Rights
- Lacey Share of the Brewery Studies
- Add critical valves in College Street
- Equipping Hawks Prairie Well 2
- Annual Transmission Improvement (Pacific Avenue)
- College & 22nd Roundabout-Watermain Improvements
- Ruddell Road – Watermain Improvements

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Water Capital Fund - Revenues</i>				
Revenues				
410-0000-308.00-00	Estimated Beginning Cash	-	1,798,570	1,527,236
410-0000-308.01-00	Construction Cash	-	2,712,474	3,832,185
410-0000-343.40-05	Replacement Sales	1,229,541	1,452,425	1,454,065
410-0000-343.40-07	General Facilities Charge	1,875,989	1,700,000	2,120,370
410-0000-361.11-00	Investment Interest	3,672	-	-
410-0000-361.12-00	Interest Construction	678	-	-
410-0000-369.11-00	Sale of Meters	877	-	-
410-0000-397.02-00	Transfers In-Water Fund	809,954	2,059,954	1,166,810
410-0000-397.12-00	Transfer In-Water Mitigat	-	1,529,485	1,000,000
410-0000-397.13-00	Transfers in-414 Fund	120,000	-	-
Total Water Capital Fund Revenue		4,040,711	11,252,908	11,100,666

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Water Capital Fund - Expenditures</i>				
Public Works Water Capital				
Replacement Construction				
410-3417-534.60-99	Capitalized Assets	(727,362)	-	-
410-3417-534.69-01	Estimated Ending Fund Bal	-	-	939,301
410-3417-534.90-01	Preliminary Engineering	358,823	662,000	604,525
410-3417-534.90-05	Construction Engineering	64,493	261,500	191,525
410-3417-534.90-11	Construction Administrative	18,356	-	-
410-3417-534.90-13	Construction/Utilities	491,342	2,911,000	2,245,950
Total Replacement Construction		205,652	3,834,500	3,981,301
Construction				
410-3418-534.60-99	Capitalized Assets	(633,354)	-	-
410-3418-534.69-01	Estimated Ending Fund Bal	-	3,104,164	2,539,365
410-3418-534.90-01	Preliminary Engineering	457,221	305,760	34,875
410-3418-534.90-05	Construction Engineering	32,185	68,599	133,875
410-3418-534.90-11	Construction Administrative	43,240	-	-
410-3418-534.90-13	Construction/Utilities	488,904	640,400	1,991,250
410-3418-534.90-19	AMR Water Meter Project	425	-	-
410-3418-534.90-22	Purchase of Land	150	2,645,980	-
410-3418-534.90-25	Water Rights Mitigation	-	70,000	1,420,000
410-3418-597.02-01	Transfers out	-	583,505	1,000,000
Total Construction		388,771	7,418,408	7,119,365
Total Water Capital Fund Expenditures		594,423	11,252,908	11,100,666



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PUBLIC WORKS-WASTEWATER CAPITAL FUND

The Wastewater Capital Fund provides revenues to construct new or replace portions of existing wastewater collection and treatment systems. Revenues also provide funding for special studies and resources for system improvements.

BUDGET SUMMARY

Revenues in this fund come from user fees, bond sales, and loans. The Wastewater Utility rate structure includes a specific component of \$1.25 per month assessment for reserves to fund replacement projects. The Utility also has a separate component to fund future construction projects.

The total 2012 fund requirements are **\$6,937,337**. Wastewater Replacement Fund is budgeted at \$2,804,197. Wastewater Construction Fund is budgeted at \$4,133,140.

2012 PROJECTS, GOALS AND PRIORITIES**WASTEWATER REPLACEMENT FUND PROJECTS:**

- Upgrade Lift Station #14 & #18
- Wastewater Comprehensive Plan

WASTEWATER CONSTRUCTION FUND PROJECTS:

- Convert Lift Station #21 to gravity flow.
- Complete construction of major improvements to Lift Station #9 to relieve wastewater capacity construction in south Lacey

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Wastewater Capital Fund - Revenues</i>				
Revenues				
411-0000-308.00-00	Estimated Beginning Cash	-	1,027,284	2,286,875
411-0000-308.01-00	Construction Cash	-	3,476,160	2,352,640
411-0000-334.04-20	Commerce JDF - Gateway	48,728	-	-
411-0000-343.50-04	Replacement Sales	305,280	304,475	338,585
411-0000-343.50-08	General Facilities Charge	1,103,573	1,250,000	1,250,000
411-0000-361.11-00	Investment Interest	1,941	2,000	2,000
411-0000-361.12-00	Interest Construction	26,818	7,500	5,500
411-0000-366.10-00	Interfund Interest	24,285	100,000	25,000
411-0000-381.10-00	Loans Received	-	600,000	500,000
411-0000-397.03-00	Transfers In-Wastewater	233,856	233,855	176,737
411-0000-397.04-00	Transfers In-411 Const	-	1,910,375	-
Total Wastewater Capital Fund Revenues		1,744,481	8,911,649	6,937,337

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Wastewater Capital Fund - Expenditures</i>				
Public Works Wastewater Capital				
Replacement Construction				
411-3517-535.60-99	Capitalized Assets	(126,910)	-	-
411-3517-535.69-01	Estimated Ending Fund Bal	-	-	1,278,197
411-3517-535.90-01	Preliminary Engineering	116,396	485,000	490,000
411-3517-535.90-05	Construction Engineering	32	188,300	130,000
411-3517-535.90-11	Construction Administrative	4,270	-	-
411-3517-535.90-13	Construction/Utilities	49,124	2,062,500	906,000
Total Replacement Construction		42,912	2,735,800	2,804,197
Construction				
411-3518-535.60-99	Capitalized Assets	(2,922,649)	-	-
411-3518-535.69-01	Estimated Ending Fund Bal	-	2,852,140	3,553,140
411-3518-535.90-01	Preliminary Engineering	86,650	518,334	65,000
411-3518-535.90-05	Construction Engineering	168,310	105,000	70,000
411-3518-535.90-11	Construction Administrative	77,854	-	-
411-3518-535.90-13	Construction/Utilities	2,599,902	790,000	445,000
411-3518-597.02-03	411-All construction	-	1,910,375	-
Total Construction		10,067	6,175,849	4,133,140
Total Wastewater Capital Fund Expenditures		52,979	8,911,649	6,937,337



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PUBLIC WORKS-STORMWATER CAPITAL FUND

This fund provides revenues to construct new or replace portions of the stormwater collection and treatment system. Revenues also provide funding to purchase studies and resources for system improvements.

BUDGET SUMMARY

All expenditures are allocated for specific improvement projects included in the City's Capital Facilities Plan. Expenditures from this fund fluctuate significantly based on success in obtaining grant funding. Expenditures for 2012 are budgeted to be **\$989,955** Revenues for this fund come from rates, loans, and grants.

2012 PROJECTS, GOALS AND PRIORITIES

- Initiate Woodland Creek enhancement projects consistent with water right mitigation agreements
- Prepare Stormwater Comprehensive Plan
- Develop and implement NPDES 2 Permit outreach actions.
- Rehabilitate the Ruddell Road Stormwater Facility.
- Provide technical and financial assistance for residential storm pond rehabilitation projects.

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Stormwater Capital Fund - Revenues</i>				
Revenues				
412-0000-308.00-00	Estimated Beginning Cash	-	1,454,765	739,955
412-0000-333.66-46	66.460 SW Pond Maint	-	90,000	-
412-0000-334.03-13	Dept of Ecology	-	74,735	-
412-0000-361.11-00	Investment Interest	2,459	1,800	-
412-0000-397.05-00	Transfers In-Stormwater	250,000	250,000	250,000
Total Stormwater Capital Fund Revenues		252,459	1,871,300	989,955

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Stormwater Capital Fund - Expenditures</i>				
Public Works Stormwater Capital				
Construction				
412-4218-542.60-99	Capitalized Assets	(81,011)	-	-
412-4218-542.69-01	Estimated Ending Fund Bal	-	1,001,300	689,955
412-4218-542.90-01	Preliminary Engineering	25,379	275,000	195,000
412-4218-542.90-04	Storm Drainage	75,307	95,000	95,000
412-4218-542.90-05	Construction Engineering	-	-	10,000
412-4218-542.90-11	Construction Administrative	2,048	-	-
412-4218-542.90-17	Land	-	500,000	-
Total Stormwater Capital Fund Expenditures		21,723	1,871,300	989,955



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PUBLIC WORKS-RECLAIMED WATER CAPITAL FUND

The Martin Way Reclaimed Water Treatment Plant, owned and operated by the LOTT Alliance, is currently online and, through use of a membrane bioreactor system, is producing Class A reclaimed water. The reclaimed water will provide the City of Lacey with the opportunity to reduce both peak and annual potable water demands by utilizing an alternative water supply for non-potable water applications such as irrigation, toilet flushing, and fire suppression. Additionally, the reclaimed water will be used to mitigate predicted depletions of surface water bodies resulting from use of new water rights. Initially, the City of Lacey will have access to 1.06 MGD of reclaimed water daily.

The Reclaimed Water Capital Fund provides the revenues to construct reclaimed water storage and distribution systems.

BUDGET SUMMARY

The 2012 budget for the Reclaimed Water Capital Fund is **\$1,654,785**. This fund will provide for the construction of the facilities necessary to irrigate rights-of-way in northeast Lacey, Regional Athletic Complex, and provide future water right mitigation efforts.

2012 PROJECTS, GOALS AND PRIORITIES

- Identify property for a future storage reservoir and pumping station in northeast Lacey
- Complete installation of reclaimed waterline in Carpenter Road as part of the road improvement project.
- Coordinate with LOTT on necessary upgrades to the I-5/Marvin Road reclaimed waterline installation project to ensure service to the Regional Athletic Complex
- Complete design and begin construction of an infiltration facility at Woodland Creek Community Park to mitigate for the predicted impacts from using new water rights.

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Reclaimed Water Capital Fund - Revenues</i>				
Revenues				
414-0000-308.00-00	Estimated Beginning Cash	-	1,982,965	1,505,395
414-0000-361.11-00	Investment Interest	5,015	-	-
414-0000-369.90-00	Other Misc Revenue	-	485,000	149,390
414-0000-397.11-01	Transfer In-Current Exp	-	1,700,000	-
Total Reclaimed Water Capital Fund Revenues		5,015	4,167,965	1,654,785

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Reclaimed Water Capital Fund - Expenditures</i>				
Public Works Reclaimed Water Capital				
Construction				
414-3518-535.60-99	Capitalized Assets	(54,303)	-	-
414-3518-535.69-01	Estimated Ending Fund Bal	-	2,994,465	1,203,470
414-3518-535.90-01	Preliminary Engineering	54,303	95,000	40,000
414-3518-535.90-05	Construction Engineering	-	98,500	31,315
414-3518-535.90-13	Construction/Utilities	-	980,000	380,000
414-3518-597.01-07	Transfer Out to 410	120,000	-	-
Total Reclaimed Water Capital Fund Expenditures		120,000	4,167,965	1,654,785



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WATER DEBT SERVICE FUND

The Water Debt Service Fund was created to remove debt obligations from the operating budget. This enhances the accountability of utility maintenance supervisors for their individual areas of responsibility.

Debt obligations must be retired from utility system operating revenues or by special assessment against benefited properties. The Water Utility has a debt cost component built into its rate structure. Current debt obligations are the result various improvement projects including reservoirs, tanks, and major transmission lines.

There is no revenue debt outstanding at this time.

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Water Debt Fund - Revenues</i>				
Revenues				
450-0000-308.04-00	Depreciation-Balancing	-	3,500,000	3,499,900
450-0000-361.11-00	Investment Interest	20	-	100
450-0000-361.51-00	ULID 20 Interest	1,817	-	-
450-0000-373.00-00	Other Gains & Losses	(282,414)	-	-
450-0000-383.10-00	Contributed Capital	1,634,192	-	-
Total Water Debt Service Fund Revenues		1,353,615	3,500,000	3,500,000

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Water Debt Fund - Expenditures</i>				
Finance - Debt Retirement				
Debt Retirement				
450-3401-534.82-01	Depreciation-Utilities	3,041,157	3,500,000	3,500,000
Total Water Debt Service Fund Expenditures		3,041,157	3,500,000	3,500,000



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WASTEWATER DEBT SERVICE FUND

The Wastewater Debt Service Fund was created to separate the budgetary functions of this utility into three distinct funds including operations, construction and replacement, and debt. The change enhances the accountability of utility maintenance supervisors for their individual areas of responsibility.

Debt obligations must be retired from utility system operating revenues, general facility charges for new sewer connections, or by special assessment against benefited properties. Generally speaking, debt in the wastewater utility has been issued to finance lift stations and major transmission lines. When property owners request the formation of a local improvement district to finance the construction of sewer lines to serve their property, bonds are sold to provide financing. Property owners then make installment payments to retire the debt. Current debt obligations are for several projects completed including sewer interceptors, lift stations, force mains, and related equipment requirements.

There is no revenue debt outstanding at this time.

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Wastewater Debt Fund - Revenues</i>				
Revenues				
451-0000-308.04-00	Depreciation-Balancing	-	2,347,500	2,349,650
451-0000-361.13-00	Int. Earned Debt Reserve	434	2,500	350
451-0000-383.10-00	Contributed Capital	1,596,570	-	-
Total Wastewater Debt Service Fund Revenues		1,597,004	2,350,000	2,350,000

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Wastewater Debt Fund - Expenditures</i>				
Finance - Debt Retirement				
Debt Retirement				
451-3501-535.82-01	Depreciation-Utilities	1,638,476	2,350,000	2,350,000
Total Wastewater Debt Service Fund Expenditures		1,638,476	2,350,000	2,350,000



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EQUIPMENT RENTAL FUND

The Equipment Rental Fund is an internal service fund created to provide for the repair, maintenance, and replacement of City-owned vehicles and equipment. The Finance Department provides administrative support while the Public Works Department provides maintenance, management, and repair services. The Equipment Rental Division is responsible for the repair and maintenance of 251 vehicles and pieces of equipment in addition to the operation of the fueling facility. Work is performed in-house by three full-time equipment mechanics with some specialized work being contracted to local automotive repair shops.

BUDGET SUMMARY

The Equipment Rental Fund budget is organized into three programs.

- General Services
- Preventative Maintenance and Repairs
- Fuel, Oil, and Tires

The 2012 budget for the Equipment Rental Fund is **\$2,159,620** inclusive of annual replacement reserve expenses. This budget maintains current level of services. Equipment Rental operations are funded by direct charges assessed to all operating budgets based on vehicle use and maintenance costs.

2012 PROJECTS, GOALS AND PRIORITIES

- Ensure 2012 charges provide full funding of depreciation and replacement
- Continue systematic preventive maintenance and repair of vehicles
- Improve utilization of operations vehicle/equipment fleet

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Equipment Rental Fund - Revenues</i>				
Revenues				
501-0000-308.00-00	Estimated Beginning Cash	-	922,530	-
501-0000-361.11-00	Investment Interest	17,627	13,965	20,000
501-0000-365.10-07	Police	374,997	428,698	553,333
501-0000-365.10-08	Planning & Comm. Dev.	27,061	23,481	26,849
501-0000-365.10-09	Public Works	72,854	65,226	75,133
501-0000-365.10-10	Parks & Recreation	22,379	20,888	25,398
501-0000-365.10-11	Facilities Maintenance	10,544	10,401	11,645
501-0000-365.10-12	Parks Maintenance	225,742	279,687	287,544
501-0000-365.10-13	Water	255,513	274,116	320,443
501-0000-365.10-14	Wastewater	162,229	180,320	195,658
501-0000-365.10-15	Stormwater	130,734	131,401	177,301
501-0000-365.10-16	Streets	217,300	195,151	222,211
501-0000-365.10-17	Animal Services	19,667	22,500	22,500
501-0000-365.10-20	City Hall	21,655	19,229	28,251
501-0000-365.10-21	City Shops	17,104	19,203	46,885
501-0000-365.10-22	Fire District #3	51,776	60,000	60,000
501-0000-365.10-23	Water Resource	12,571	12,184	13,571
501-0000-365.10-24	Regional Athletic Complex	84,673	73,064	72,898
501-0000-369.13-00	Proceeds from Assets	84,348	-	-
501-0000-369.40-00	Court Fees/Judgments	7,855	-	-
501-0000-373.00-00	Other Gains & Losses	(30,001)	-	-
501-0000-383.11-00	From Governmental Funds	59,611	-	-
501-0000-387.00-00	Residual Equity Trans In	22,567	-	-
Total Equipment Rental Fund Revenues		1,868,806	2,752,044	2,159,620

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Equipment Rental Fund - Expenditures</i>				
Public Works Equipment Rental				
General Services				
501-4801-548.10-01	Salaries-Regular	143,042	115,032	116,245
501-4801-548.10-05	Salaries-Overtime	916	200	200
501-4801-548.20-01	Employer Paid Benefits	48,733	46,948	45,373
501-4801-548.31-01	Office & Operating Supply	1,026	750	750
501-4801-548.31-17	Supplies-Uniform Purchase	988	900	2,200
501-4801-548.41-01	Prof. Svc-Other	-	1,000	1,000
501-4801-548.41-26	Prof. Svc-Administration	-	250	250
501-4801-548.43-01	Transportation/Per Diem	-	450	450
501-4801-548.43-02	Dues, Subscriptions, Publ	100	300	300
501-4801-548.43-03	Registrations	10	800	1,500
501-4801-548.45-02	IMS Rental	3,020	3,253	6,984
501-4801-548.46-02	Insurance-Fire/Property	6,037	6,037	6,037
501-4801-548.46-04	Insurance-Vehicle	23,530	23,530	23,530
501-4801-548.48-01	Rep & Maint-Equipment	-	650	650
501-4801-548.48-03	Rep & Maint-Facilities	690	2,896	2,896
501-4801-548.49-10	Uniform Contract/Cleaning	1,098	2,300	1,000
501-4801-548.49-35	CDL-Physicals/Licenses	60	144	144
501-4801-548.50-02	Common Facilities-1902	12,693	14,694	16,471
501-4801-548.60-01	Capital Outlays-Equipment	15,688	-	-
501-4801-548.60-02	Capital Outlays-Replace	208,271	775,986	176,406
501-4801-548.60-99	Capitalized Fixed Asset	(222,726)	-	-
501-4801-548.65-02	Depreciation-Vehicles	652,364	662,927	662,927
Total General Services		895,540	1,659,047	1,065,313
Preventative Maintenance				
501-4802-548.10-01	Salaries-Regular	90,002	111,084	113,166
501-4802-548.10-05	Salaries-Overtime	426	200	200
501-4802-548.10-06	Salaries-Part-Time	6,175	9,292	9,483
501-4802-548.20-01	Employer Paid Benefits	35,994	56,297	53,335
501-4802-548.31-01	Office & Operating Supply	67,294	60,000	75,000
501-4802-548.31-02	Small Tools & Equipment	3,250	3,850	3,850
501-4802-548.31-27	Software Upgrade	2,701	2,550	2,900
501-4802-548.41-01	Prof. Svc-Other	383	1,000	1,000
501-4802-548.48-01	Rep & Maint-Equipment	51,322	50,000	50,000
501-4802-548.49-30	Software Maintenance	1,731	-	1,595
Total Preventative Maintenance		259,278	294,273	310,529

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Equipment Rental Fund - Expenditures</i>				
Public Works Equipment Rental				
Fuel, Oil, Tires				
501-4803-548.10-01	Salaries-Regular	17,177	20,342	20,769
501-4803-548.20-01	Employer Paid Benefits	6,467	9,582	9,209
501-4803-548.31-01	Office & Operating Supply	685	700	700
501-4803-548.34-01	Fuel	302,256	505,800	500,800
501-4803-548.34-02	Diesel	129,959	236,000	221,000
501-4803-548.34-03	Tires	31,998	22,500	27,500
501-4803-548.41-01	Prof. Svc-Other	240	2,000	2,000
501-4803-548.48-01	Rep & Maint-Equipment	2,326	1,800	1,800
Total Fuel, Oil, Tires		491,108	798,724	783,778
Total Equipment Rental Fund Expenditures		1,645,926	2,752,044	2,159,620

INFORMATION MANAGEMENT SERVICES FUND

Information Management Services (IMS) provides technical support and management of all computer software, hardware, and communication links for all city departments. Information Services Managements responsibilities include establishing standards and direction citywide, ensuring smooth operation of city services, and ensuring a total integrated solution. These services are accomplished through researching and evaluating new computer systems and technologies; correcting and revising programs to meet changing needs; and managing the City's networks, and iSeries operating systems to achieve maximum performance with minimum "downtime." Information Management Services staff also conducts word processing, desktop publishing, iSeries, PC, and telephone training for all city employees. Nine full-time employees provide support to this division.

BUDGET SUMMARY

The Information Management Fund is organized into three programs.

- Central System Support
- Personal Computer and Network Support
- Help Desk

The 2012 budget for Information Management Services is **\$1,771,151** including annual replacement expenses. Staff is comprised of an Information Services Manager, four System Application Specialists which provide network infrastructure and enterprise system support, a Computer Support Technician responsible for desktop hardware and software support, a GIS Coordinator responsible for facilitating the development and improvement of the City's geographic related information, a Web Developer responsible for supporting the City's website, and a Helpdesk/Telecommunication Specialist which provides technical support for software applications, telephone systems and the Help Desk. Information Management Services is totally funded by direct charges/user fees assessed back to all operating budgets.

2012 PROJECTS, GOALS AND PRIORITIES

- Continue to enhance and implement web services. This will allow more accessibility and flexibility for our citizens to perform city functions using the Internet.
- Setup and install replacement and new workstations.
- Expand Fiber-optic communication infrastructure
- Implement network improvements and develop procedures and standards to meet the payment card (PCI) requirements.
- Continue focusing on implementing solutions for disaster recovery and server consolidation.

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Information Management Service Fund - Revenues</i>				
Revenues				
502-0000-308.00-00	Estimated Beginning Cash	-	212,640	141,500
502-0000-361.11-00	Investment Interest	6,406	4,188	8,500
502-0000-365.90-01	City Manager	10,767	11,554	13,642
502-0000-365.90-02	Finance	26,274	33,161	31,700
502-0000-365.90-03	Council	2,640	2,545	2,707
502-0000-365.90-05	Personnel	19,741	19,432	12,365
502-0000-365.90-06	Community Relations	8,240	8,423	9,380
502-0000-365.90-07	Police	174,022	202,483	203,137
502-0000-365.90-08	Planning & Comm. Dev.	81,496	77,366	69,420
502-0000-365.90-09	Public Works	72,582	63,474	67,806
502-0000-365.90-10	Parks & Recreation	40,049	34,692	41,129
502-0000-365.90-11	Parks Maintenance	10,133	11,360	10,031
502-0000-365.90-12	Facility Maintenance	1,580	1,423	1,462
502-0000-365.90-13	Water	176,699	173,035	182,529
502-0000-365.90-14	Wastewater	51,093	49,706	63,918
502-0000-365.90-15	Stormwater	27,686	30,246	34,841
502-0000-365.90-16	City Streets	17,219	18,486	17,520
502-0000-365.90-18	Community Buildings	9,780	9,232	7,678
502-0000-365.90-19	Common Facilities	625,651	697,350	733,261
502-0000-365.90-20	Equipment Rental	3,020	3,253	6,984
502-0000-365.90-21	City Shops	73,788	80,920	86,335
502-0000-365.90-23	Water Resource	19,639	18,497	15,752
502-0000-365.90-24	Regional Athletic Complex	8,690	8,409	9,554
502-0000-369.10-00	Sale of Scrap & Surplus	1	-	-
502-0000-383.11-00	From Governmental Funds	46,645	-	-
Total Information Mgmt. Services Fund Revenues		1,513,841	1,771,875	1,771,151
Total City Revenues		88,740,602	142,110,888	110,453,689

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Information Management Service Fund - Expenditures</i>				
Finance				
Central System Support				
502-1801-518.10-01	Salaries-Regular	311,979	193,906	202,275
502-1801-518.10-05	Salaries-Overtime	319	3,000	3,000
502-1801-518.20-01	Employer Paid Benefits	120,911	81,700	85,473
502-1801-518.31-01	Office & Operating Supply	8,037	14,000	14,000
502-1801-518.31-27	Software Upgrade	3,290	8,000	8,000
502-1801-518.41-25	Prof. Svc-Computer	678	10,000	10,000
502-1801-518.42-01	Communications-Telephone	17,019	18,120	18,120
502-1801-518.42-05	Communications-Webhosting	4,140	6,000	6,000
502-1801-518.43-01	Transportation/Per Diem	1,748	8,000	8,000
502-1801-518.43-02	Dues, Subscriptions, Publ	570	2,000	2,000
502-1801-518.43-03	Registrations	985	8,000	8,000
502-1801-518.45-08	Lease Miscellaneous	-	59,584	-
502-1801-518.48-01	Rep & Maint-Equipment	1,570	2,000	2,000
502-1801-518.49-02	Printing & Binding	-	500	500
502-1801-518.49-05	Professional Development	6,272	9,000	9,000
502-1801-518.49-30	Software Maintenance	175,406	200,000	180,000
502-1801-518.49-31	Hardware Maintenance	50,723	40,500	52,000
502-1801-518.49-67	Web Services	4,554	2,000	2,000
Total Central System Support		708,201	666,310	610,368
PC & Network Support				
502-1802-518.10-01	Salaries-Regular	255,883	358,900	373,223
502-1802-518.10-05	Salaries-Overtime	189	3,000	3,000
502-1802-518.20-01	Employer Paid Benefits	90,584	150,326	154,659
502-1802-518.31-01	Office & Operating Supply	8,133	10,000	10,000
502-1802-518.41-25	Prof. Svc-Computer	6,699	7,500	7,500
502-1802-518.43-01	Transportation/Per Diem	-	6,000	6,000
502-1802-518.43-03	Registrations	-	5,000	5,000
502-1802-518.49-05	Professional Development	1,750	10,000	10,000
502-1802-518.60-01	Capital Outlays-Equipment	124,491	150,000	150,000
502-1802-518.60-09	Software Assurance	57,182	70,000	60,000
502-1802-518.60-99	Capitalize Assets	(68,380)	-	-
502-1802-518.65-04	Depreciation-IMS Equip	238,861	197,686	240,000
502-1802-587.60-99	Capital-Transferred Out	61,701	-	-
Total PC & Network Support		777,093	968,412	1,019,382

Account Number	Description	2010 Actual Revenue/Expense	2011 Amended Budget	2012 Adopted Budget
<i>Information Management Service Fund - Expenditures</i>				
Finance Expenditures				
Help Desk				
502-1803-518.10-01	Salaries-Regular	58,035	85,788	88,172
502-1803-518.10-05	Salaries-Overtime	247	1,500	1,500
502-1803-518.20-01	Employer Paid Benefits	21,497	36,965	38,829
502-1803-518.31-01	Office & Operating Supply	2,666	7,000	7,000
502-1803-518.42-01	Communications-Telephone	-	500	500
502-1803-518.43-01	Transportation/Per Diem	19	1,600	1,600
502-1803-518.43-02	Dues, Subscriptions, Publ	-	1,000	1,000
502-1803-518.43-03	Registrations	-	800	800
502-1803-518.49-05	Professional Development	-	2,000	2,000
Total Help Desk		82,464	137,153	141,401
Total Information Mgmt. Services Fund Expenditures		1,567,758	1,771,875	1,771,151
Total City Expenditures		78,051,322	142,110,888	110,453,689