



2013 BUDGET

CITY OF LACEY, WASHINGTON

City of Lacey, Washington 2013 Budget



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

CITY OF LACEY, WASHINGTON
2013 City Officials

Council

<i>Mayor</i>	<i>Virgil Clarkson</i>	<i>Term - Dec. 2013</i>
<i>Deputy Mayor</i>	<i>Jason Hearn</i>	<i>Term - Dec. 2015</i>
<i>Councilmember</i>	<i>Jeff Gadman</i>	<i>Term - Dec. 2015</i>
<i>Councilmember</i>	<i>Lenny Greenstein</i>	<i>Term - Dec. 2015</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>Lorraine M. Flemm</i>	<i>Parks and Recreation Director</i>
<i>Dusty D. Pierpoint</i>	<i>Police Chief</i>
<i>Liz P. Gotelli</i>	<i>Public Affairs/Human Resources Director</i>
<i>Scott D. Egger</i>	<i>Public Works Director</i>

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A Message from Scott H. Spence, City Manager December 6, 2012

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

I am pleased to present a balanced budget for the 2013 calendar year that maintains the City's commitment to the delivery of quality services and programs to the Lacey community.

Arguably, the city budget is the single most important document that charts the immediate path of our community's future by communicating the delivery of essential services to our citizens as well as signaling significant investments in the upcoming calendar year. The 2013 budget, as the previous year's, is shaped by the current state of the economy. Although technically the nation is no longer in a recession, it has not fully recovered. The nation's high unemployment remains as do future budget reductions within the State of Washington, which will be felt locally. Now more than ever, it is critical for the City to maintain its commitment to sound financial practices to safeguard the community's key responsibilities and priorities.

This year's total budget for the City is \$96,576,861, a \$24.9 million decrease compared to the amended 2012 budget. The primary difference is due to financial assistance to TCOMM 911 (i.e., public safety dispatch center) and an adjustment to the treatment of various capital project fund balances. Specifically, the City assisted TCOMM 911 in financing its narrowband communications upgrade in 2012. And, ending fund balances were included as line items in previous City budgets. The 2013 Budget does not include



ending fund balances within the Arterial Streets, Water Capital, Wastewater Capital, Stormwater Capital, or Reclaimed Water Capital funds, which is now consistent with the City's operating funds.

The General Fund Budget provides and accounts for most traditionally recognized local government functions and services such as police, parks and recreation, community development, public works, and streets. Compared to the amended 2012 Budget, the 2013 General Fund Budget totals \$33,171,855, a \$1.4 million or 4.1 percent reduction. The variance or change to the General Fund Budget expenditures can also be attributed to the TCOMM 911 fund transactions.

It is worth noting that the General Fund was not easily balanced for 2013. A long time practice of funding the annual street overlay program with General Fund dollars will be suspended in 2013 to ensure expenditures meet current revenues. As a result, the General Fund Budget is able to maintain traditional services at historic levels with the least impact to the community. In terms of the annual street overlay program's future, there is the potential to continue the program for at least two years by using one time funds set aside by the City Council as committed reserves in the Arterial Street Fund. The City Council's foresight in establishing reserves provides additional time to evaluate

a sustainable financing plan of the overlay street program.

The 2013 Budget also incorporates funding for the completion of the Senior Center Expansion, heading in to its second and final construction season. This \$3.0 million public improvement is Lacey's highest priority community improvement project. The project will add approximately 5,000 square feet to the existing facility. A \$1.0 million Community Development Block Grant, committed reserves, and other revenue will provide the remaining funds for the project.

Additional capital improvements incorporated in the 2013 budget include:

- 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
- Continued work on Phase 2 of the Martin Way/Marvin Road Interchange Justification Report
- Initiation of Smart Corridor improvements
- Completion of select water well, waterline replacements, wastewater main replacements, and wastewater lift station improvements
- Engineering site work and parking improvements at the historic Jacob Smith House
- Neighborhood Overlay Program (note: using one time reserves)
- Construction of reclaimed water infiltration facility

A much anticipated water rate study has also been completed and is ready for implementation for 2013. The rate study

covers a five-year period beginning next year. Rate adjustments will provide the revenues associated with operation and maintenance and a multi-year capital improvement program (CIP). The CIP anticipates an approximately \$44 million upgrade and investment in the water utility in anticipation of using newly acquired water rights and the continued delivery of high quality water to customers.

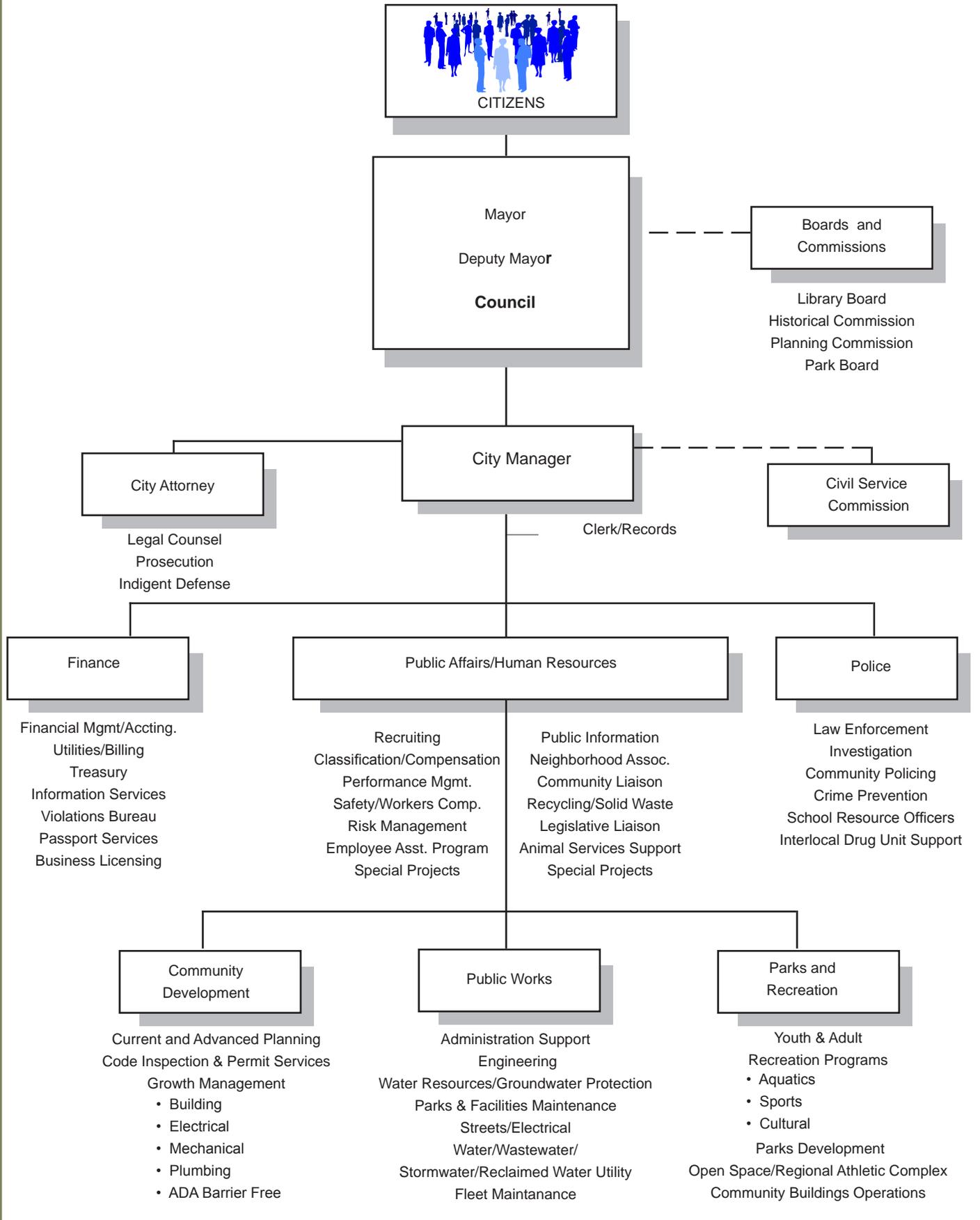
The City of Lacey has a solid reputation for low crime, well maintained streets, excellent parks, community facilities, environmental stewardship, and outstanding customer service to its citizens. Lacey's local government is also mindful of the impact of the cost of services upon its citizens, and will continue to strive to find new and innovative ways to reduce expenses and enhance efficiencies to the benefit of the community. Overall, the 2013 budget maintains essential services, promotes economic opportunities through specific planning efforts, and invests significantly in the community's utility infrastructure.

This year's budget is also a reflection of the hard work and dedication of the City Council, our citizen Boards and Commissions, the Executive Team, and staff. The Lacey community is well served by these public servants who tirelessly work to make Lacey a quality community.

Thank you.

Scott H. Spence
City Manager

LACEY CITY GOVERNMENT





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Budget 2013 Summary

Service levels are maintained, and the City continues its long-term track record of investing significantly in quality of life improvements, infrastructure maintenance & construction.

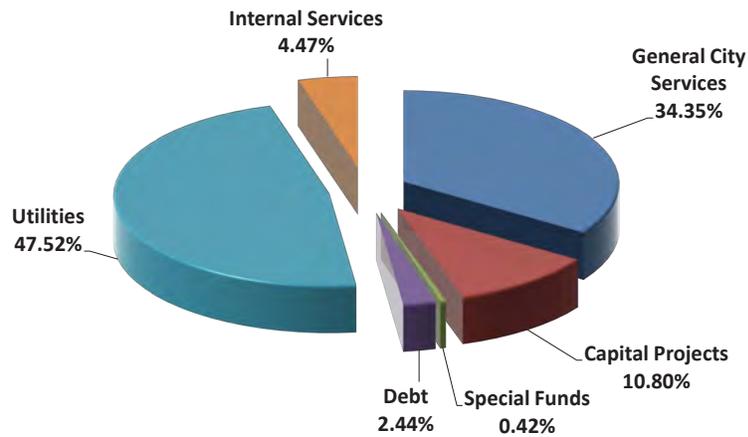
The 2013 budget totals \$96,576,861. Compared to the 2012 amended budget, this is a decrease of \$24,862,225 or 20.5 percent. The City continues to live within its means. Service levels are principally maintained, and the City continues its long-term track record of investing significantly in quality of life improvements and infrastructure maintenance and construction.

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, Regional Athletic Complex (RAC),

Total City Budget by Funds
\$96,576,861

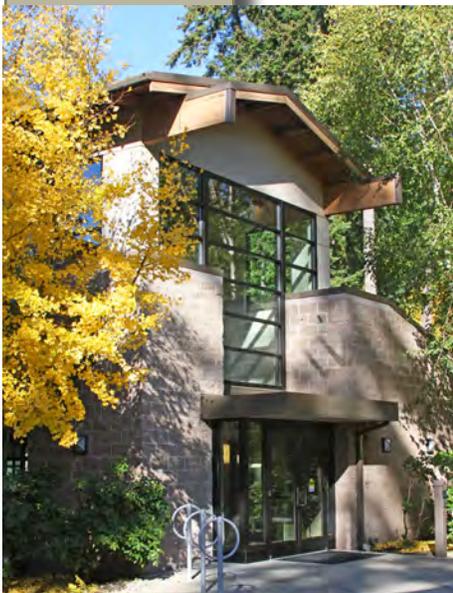


This summary section of the 2013 budget will focus on the activities, goals, and priorities of the many funds making up the City’s budget. It is our hope that this document becomes more than pages of numbers but an understandable and informative message to you, the reader.

City Street, and Capital Equipment 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, 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 Governmental



Accounting Standards Board (GASB) Statement No. 54 changed the definition of a special revenue or special purpose fund. Under the new definition the Regional Athletic Complex Fund no longer qualifies as a special revenue fund. The Regional Athletic Complex fund will continue to be accounted for separately, but will now be reported under the General Fund.

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

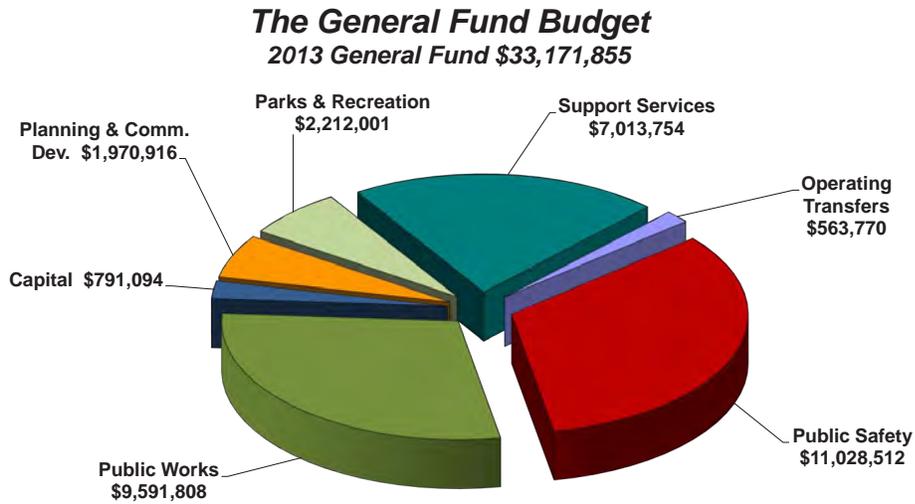
The General Fund provides and accounts for most traditionally recognized local government functions. These include: police services, health and social services, recreation programs, financial and administrative services, community development including planning, zoning, permits, code enforcement and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

34.4 percent of the total \$96.6 million budget proposal. Excluding the transfers, the difference is largely associated with cost of labor adjustments, the aforementioned 2012 budget amendments, and inflation.

General Fund - Revenue Summary

Property and sales tax revenues are the dominant income sources for the General Fund. Combined, they total \$13,625,060. Additionally, sales tax in the amount of \$328,600 is received in the General Obligation Debt Fund for principal and interest expense for councilmanic bonds issued in 2006

Expenditures



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

The total General Fund budget for 2013 is \$33,171,855, which is 4.1 percent or \$1,407,215 less than the 2012 amended budget. The variance or change to the General Fund Budget expenditures is attributed to one-time transactions related to the TCOMM 911 narrowband communications upgrade project and the suspension of the capital transfer to the Arterial Streets Fund for the annual overlay program.

General Fund services and activities constitute

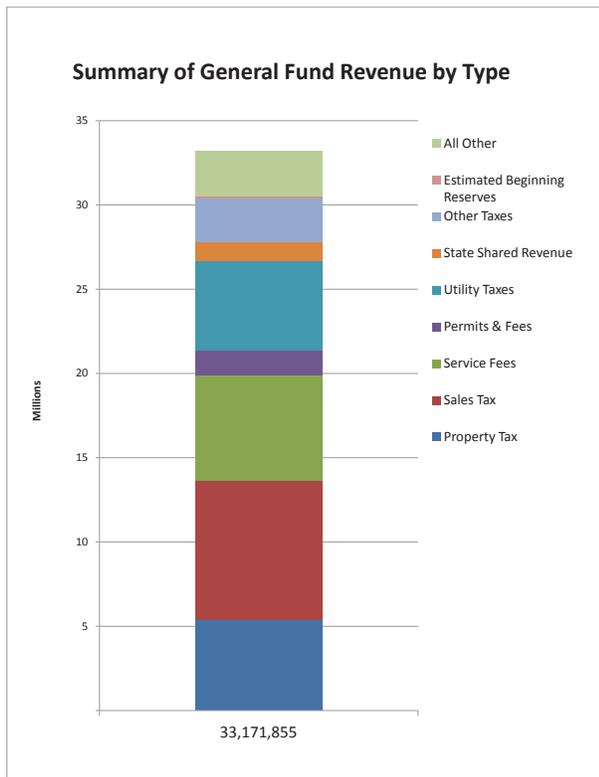
for the 25,000 square foot addition to City Hall.

The *property tax* levy for 2013 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 \$51,796 increase in the property tax levy. It should be noted that the one percent maximum adjustment in the property tax levy remains insufficient to meet the inflation and fixed cost increases associated with a \$33.2 million public service operating budget. As such, it is critical that the City also experience a strong performance from new construction and other General Fund revenues in order to maintain

service levels each year.

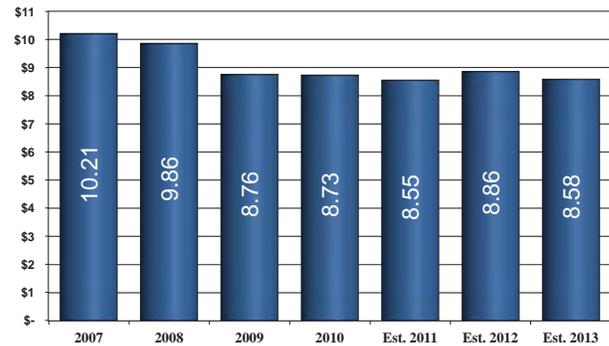
Preliminary values issued by Thurston County Assessor’s Office indicate that the City’s total new construction value will increase \$83.5 million. This increase is very significant because it helps offset an expected overall decrease to assessment valuations. The preliminary estimate indicates that existing property assessments may decrease 7.7 percent due to market value declines. Based on this information, the City’s regular levy is estimated to be \$5,370,029. As a result, the levy rate will increase \$0.1195 to \$1.3177 per \$1,000 of assessed property value.

Sales tax receipts for 2012 are not meeting



projections in large part due to slow recovery from the recent economic crisis and potential sales tax leakage. The 2012 projections optimistically included a slight increase, but actual collections are only keeping pace with the 2011 collection level. 2013 sales tax receipts are not projected to experience growth and have been reset to the 2011 collection level. This is following the \$181,142 decline in sales tax from 2010 to 2011,

**Sales Tax Revenue
In Millions**



\$28,172 decline in sales tax from 2009 to 2010, and \$1.1 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 with some major categories experiencing declines.

The 2013 budget anticipates a decrease in sales tax receipts to \$8,583,631 or 3.1 percent. Retail sales receipts will be distributed to the Current Expense (\$7,717,892), and General Obligation Debt (\$328,600) Funds. The Criminal Justice Fund will receive \$537,139 in sales tax revenue that is collected from a special levy and distributed by the County.

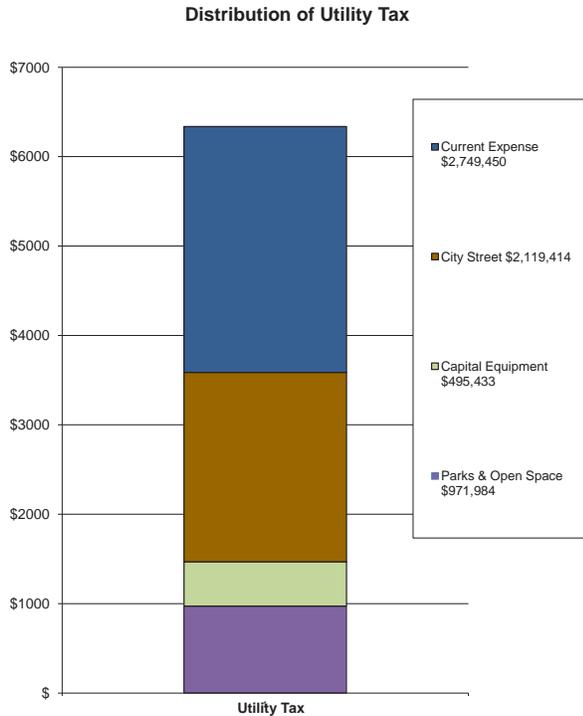
Sales tax receipts will be monitored very closely in case current economic conditions worsen and retail sales volumes decline further. These are uncertain times and the General Fund portion of this revenue source accounts for a significant 25.9 percent of the 2013 General Fund budget.

Lacey’s retail sales per capita remains low compared to the surrounding communities. Even so, Lacey has recently benefitted from recent 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 utility tax receipts for 2013 will be \$6.34 million.

The Parks and Open Space Fund will receive



approximately \$971,984 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 2013 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 \$411,955 and \$293,814 respectively in 2013.

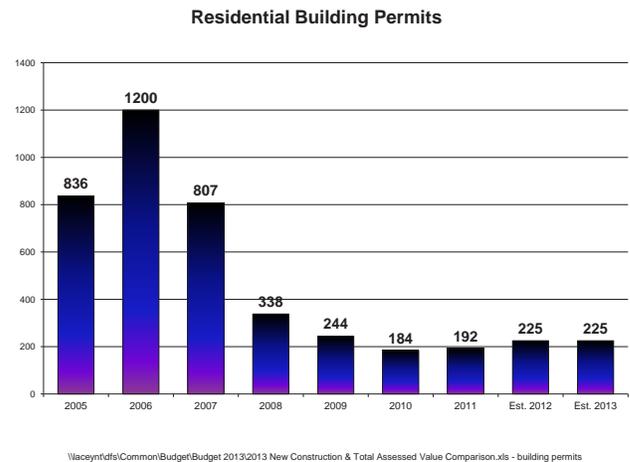
The balance of utility tax revenue is used to fund capital projects and to provide matching funds for transportation grants, street maintenance, and general government purposes. Over the past several years, this source of revenue has made it possible for the City to undertake numerous transportation projects that otherwise would not

have been possible.

The budget includes a 6.04 percent addition to the water utility tax. This increase will fund the General Fund \$504,380 increase to fire protection expenses that will be paid directly to the water utility. The total water utility tax is 12.04 percent. The water rates reflect a decrease as a result of the General Fund payment. There is no net impact to the water customer as a result of the water rate decrease and utility tax increase. For more details, see the Water Utility Fund budget within the detailed budget section.

“Other taxes” total \$2,617,549 or 7.89 percent of General Fund revenues. It is anticipated that *Business and Occupation tax* revenue will increase compared to the 2012 Budget and total \$1,821,949 in 2013. Admissions taxes are expected to decrease to \$275,000. Gambling taxes are expected to decline. The gambling tax revenues are expected to be \$515,100 in 2013.

Anticipated revenue from *building permits, development review fees, and related services* declined \$744,168 from 2008 to 2009, increased



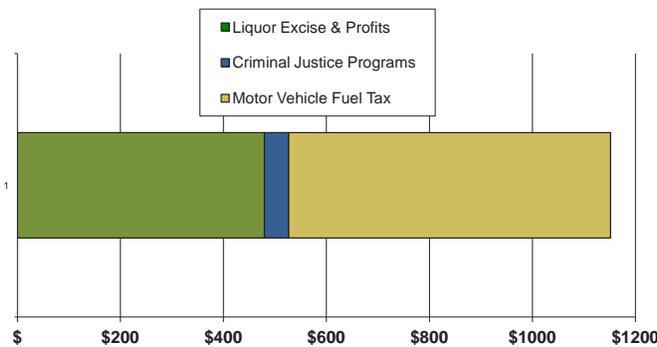
\$36,066 from 2009 to 2010, increased \$311,607 from 2010 to 2011, and are estimated to decline \$370,905 in 2012 from 2011 receipts. Projections for these revenues in 2013 total \$1,022,500, a modest increase compared to the 2012 estimated revenues.

Residential housing construction volume has slowed considerably. As of the end of this past September, 223 single family permits have been issued. 836, 1,200, 807, 338, 244, 184, and 192 residential permits were issued in 2005, 2006, 2007, 2008, 2009, 2010, and 2011 respectively. It is likely that this lower volume of permit issuance will continue through 2013. Also, it is not expected that commercial construction activity will be robust in 2013.

Many of the functions performed by the City are financed or partially reimbursed through service fees and user charges. These *fees for service* total \$6,280,875 and represent 18.9 percent of the General Fund revenues. The most significant amount, \$4,385,758, 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 increase \$40,600

Each year, every city receives a per capita share of taxes collected by the State of Washington. These are commonly referred to as *state shared revenues* and include Liquor Revolving Funds, Liquor Excise Tax, Fuel Tax, and Criminal Justice Funds. The General Fund will receive state-shared revenues totaling \$1,098,790 in fiscal year 2013. Beginning in 2012, Initiative-1183 changed the liquor tax and revolving fund distributions. Initiative-1183 sets the minimum liquor revolving fund distributions at the 2011 levels, but does not protect the liquor excise tax distribution. As a result, the current State Budget shifts the local liquor excise distributions to the State's General Fund Budget through the end of the biennium. This will result in an approximate liquor excise tax distribution decrease of \$225,613 during the second half of 2012 through the first half of 2013. Fuel Tax 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 (\$278,970), total \$31.60 per capita and have decreased \$5.48 per capita in the past six years.

2013 State Shared Revenue
\$1,098,790

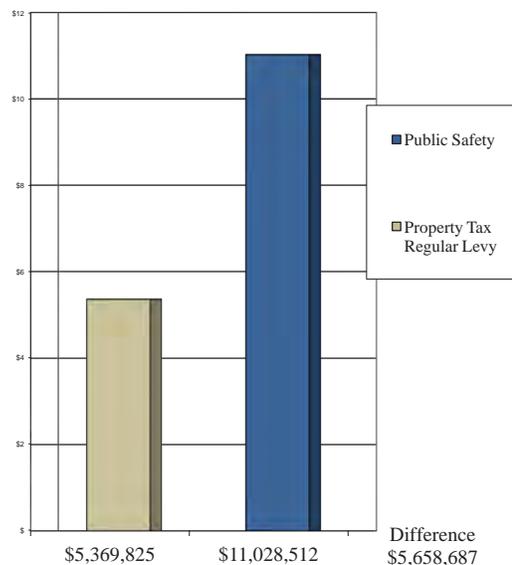


to \$728,401.

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.

General Fund - Expenditure Summary

Public Safety Compared to
Entire Regular Property Tax Levy



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 \$11,028,512 in 2013, which represents 33.3 percent of all expenses within this \$33.2 million fund.

The corresponding chart on the previous page 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 \$5,658,687 short of meeting public safety costs.

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 \$9,254,325, an increase of \$34,199 over the amended 2012 budget. The Police Department budget alone represents 27.9 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 \$710,054 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 2011 uniform crime rate is 28.5 percent 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 of South Sound with the City maintaining the facility. This budget provides for the completion of 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 \$223,000 with additional revenue coming

from the City's regular property tax levy. The 2013 Community Buildings Fund budget totals \$575,247.



Registration and service fees, for the myriad of recreation programs Lacey Parks offers, are estimated at \$728,401, or about 32.9 percent of the \$2,212,001 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. (Note: 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 \$83,675 in 2013. Each year the City replaces furniture and fixtures as required.

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 2013 budget assumes that the City's contribution will be \$41,617. Despite the challenging economic times and revenue projections, the City is able to maintain its human services contributions.

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. The Planning Division is in the process of updating the City's Comprehensive Plan as mandated by the State Growth Management Act. This planning



effort is a multi-year process that will be completed in 2016. Work in 2013 will primarily be focused on updating the general policy section of the Land Use Element, the Woodland District Strategy Plan, the Depot District Sub-Area plan and updating the Economic Development element.

The new ownership of key property located in the City's northeast area creates opportunity to develop key partnerships and realize a significant part of the City's long term vision. It has been the vision of the City Council, for nearly twenty years, that this area zoned Hawks Prairie Business District develop as high intensity, mixed-use

urban center. This coming year, the Community Development Department will continue to focus time and energy on the Gateway Town Center project.

The number of residential housing permit applications as of the end of November totaled 276 compared to 205 this time last year and 250 the year before last. 798 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 to remain steady into 2013. 2012 has also seen the completion of several commercial and industrial building projects, including the Trader Joes Distribution Facility, Providence Medical Facility, College Street Corner and, Whitman Village Storage Facility. It is anticipated that commercial and industrial development will continue at the same slow pace through 2013. Revenues projections for development proposals, permits, and building fees for 2013 have been adjusted accordingly.

The proposed Community Development Department budget totals \$1,970,916, a 3.6 percent increase compared to the amended 2012 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 \$4,385,758 or 13.2 percent of General Fund revenues. Expenditures will be \$9,591,808, or 28.9 percent of all General Fund activity.

The *Engineering Division* work program for 2013 continues to be dominated by the

demands of transportation and utility capital improvement projects. The focus remains fixed on water rights mitigation, well rehabilitation, waterline replacement, lift station rehabilitation,



IJR Study Martin Way

construction of a reclaimed water infiltration facility, College Street improvements, Smart Corridors (traffic controllers), Interchange Justification Reports, 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 \$2,829,671, an increase of \$104,161 or 3.8 percent.

The *Water Resource Division* of Public Works faces a full schedule of responsibilities and projects for 2013. 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 continues 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 \$1,034,998. This is a \$44,755 increase.

The *Facilities Management Division* will have a budget of \$436,754, an increase of \$564 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 \$2,440,267, an increase of \$122,170. 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 2013 City Street fund budget totals \$2,771,348, an increase of \$72,217. 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 percent of our roadways rated as being in good or very good condition.

Regional Athletic Complex - Operating 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. 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.

The operating budget for the RAC is \$1,013,314. 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 \$386,000 will need to be supplemented by contributions from Lacey's Lodging Tax fund (\$133,500), \$293,814 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 Governmental Accounting Standards Board (GASB) Statement No. 54 changed the definition of a special revenue or special purpose fund. Under the new definition the Regional Athletic Complex fund no longer qualifies as a special revenue fund. The Regional Athletic Complex fund will continue to be accounted for separately, but will now be reported under the General Fund.

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.



\$791,094. In the past, this fund provided for the \$850,000 transfer to the Arterial Street Fund for the City’s annual street overlay and rehabilitation program. The transfer is suspended for 2013 due to shortfalls in revenue collections experienced

because of the recession and the cost of labor rising faster than the rate of inflation. The annual street overlay and rehabilitation program will continue in 2013 by using committed reserves established by the City Council in 2011. Other budget decreases within the Capital Equipment Fund are due to limited growth

to revenues and increases in operation and maintenance expenditures.

The 2013 Capital Equipment Fund budget totals

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 2013 totals \$1,157,880 and includes the following projects:

Depot Museum Architect and Engineering	\$ 491,000
Senior Center Expansion	423,000
Jacob Smith House Parking Lot Architect and Engineering	220,000

The majority of the funding resources for these projects come from facility replacement reserves and committed fund 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 to 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 2013 budget provides \$705,769 for this purpose. This is an increase because of the rising costs to maintain these parks.

Arterial Street Fund

The 2013 Arterial Street Fund totals \$7,414,915, which is \$10,388,481 less than last year's budget. The significant decrease is due to the completion of the Carpenter Road Widening Project and



a budget structure change that eliminates the accounting of ending fund balance for future transportation projects. There are several significant projects that have been under construction in 2012 and will continue in 2013. These include College Street corridor improvements, corridor improvements in the Hawks Prairie area, 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, 6th Avenue realignment project, major upgrade to



Mullen Road east, the westbound lane 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 2013, the City will allocate the following resources to match grants and construct several transportation improvements: \$911,677 Real Estate Excise Tax and \$278,970 State Fuel Tax. Approximately \$343,437 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 2013 and will require the following resources during the 2013 budget year:

Willamette Dr. & 31st Ave Intersection Improvements	\$1,000,000
Carpenter Road Widening	30,000
Smart Corridors	1,100,000
College St. & 22nd Ave Roundabout Design	603,879
College St. Corridor Right of Way Acquisition	500,000
Golf Club Road Extension	652,500
Hogum Bay Road Improvements	506,536
Martin Way/Marvin Road Interchange Justification Report	931,500
Rainier Road Improvement	13,000
Hawks Prairie Road/Marvin Road Roundabout Design	95,000
Marvin Road/Britton Parkway Roundabout Design	50,000
Yelm Highway Sidewalk Connection	315,900
2013 Street Overlay	818,519
One-Way Couplet Pedestrian Signals	270,000
Lebanon Street Extension	326,600
Miscellaneous 2013 Minor Projects	<u>201,481</u>
Total	\$ 7,414,915

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 2013:

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	82,700
Fun Fair	8,000
Fun Fair Parade	2,000
Jazz Festival	25,000
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
Lacey Community Center and Jacob Smith House Marketing	2,200
Black Hills Triathlon in Lacey	1,700
Regional Sports & Events Complex (Marketing & Promotion/Operations)	<u>133,500</u>
Total	<u>\$407,000</u>

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 \$400,000 with \$7,000 coming from cash on hand and interest earnings. Recently, the economy has negatively impacted lodging revenues and interest earnings, but it revenues are expected to grow slightly in 2013.

Regional Athletic Complex - Capital Fund

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.

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.

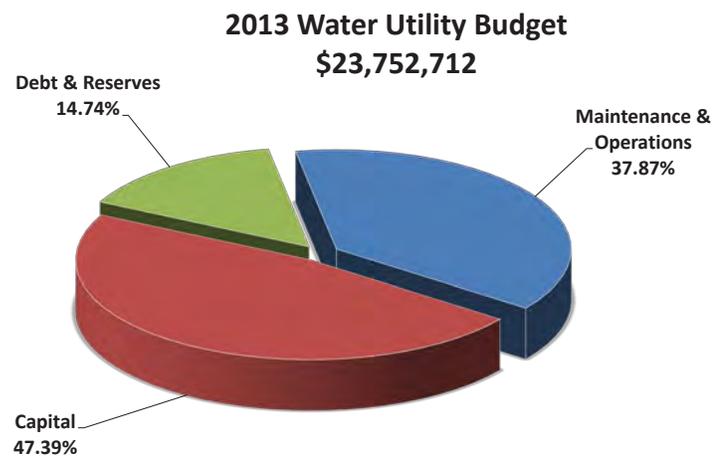
The Regional Athletic Complex capital budget totals \$856,711. Of that amount, \$589,130 will be used to pay the interest and principal due on the \$8 million of debt issued to help finance recent improvements. The remaining capital balance includes the purchase of an airless field marker. The balance will be used to pay for the City's share of PFD expenses



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

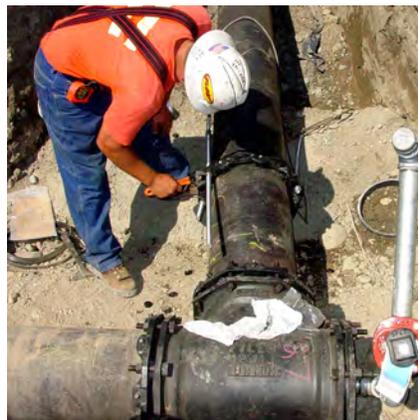
Each year, through the budget process, improvements to the system’s service delivery capacity are initiated. In 2007, the City completed the construction of permanent chlorination facilities at various well sites. This required a significant capital investment in equipment and facilities. Another significant project completed



23,145 water accounts, the City’s Water Utility serves approximately 57,031 customers. As an enterprise fund, the Water Utility must be self-supporting through the collection of fees for service and system connection charges.

The much anticipated water rate study has been completed and is ready for implementation. The rate study covers a five-year period beginning with 2013. It will provide for operation and maintenance cost increases and the multi-year capital improvement program (CIP). The several million dollar CIP will provide for future service, scheduled infrastructure replacements, and will ensure continued high quality water delivery.

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 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 plan in place, which includes \$613,004 principle and interest payment in 2013. 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 2013 Maintenance and Operations budget totals \$8,996,259, a \$365,698 or 4.2 percent increase over the 2012 amended budget. In recent years personnel was added to operate and maintain all the new treatment facilities including

Hawks Prairie treatment plant.

The 2013 budget does not include 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. The multi-year water rate study includes a 6.5 percent increase in water rates for 2013 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 \$1.68 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 2013, 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 2013 totals \$11,256,453 and includes the following significant projects:

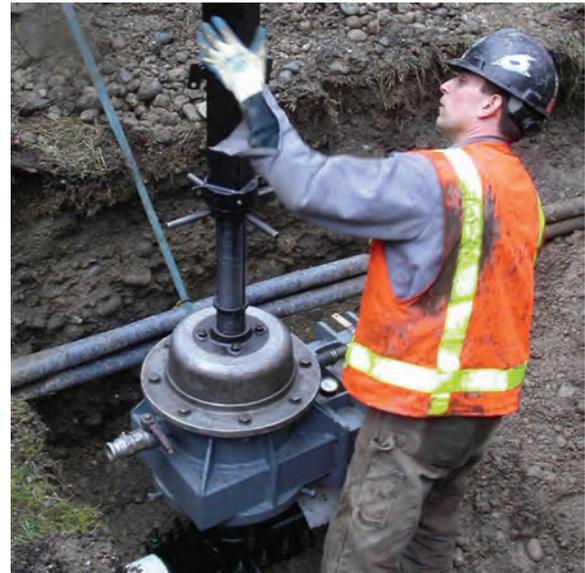
ATEC Water Treatment Facility Backwash	\$ 230,000
Lacey Share of the Brewery Studies	150,000
Telemetry Control Cla-Vals	200,000
Union Mills Altitude Valve	370,400
Well 15 and 16 Replacement	435,000
Water Rights Mitigation	300,000
Transmission Line Improvement (Pacific Avenue)	958,800
2012 Waterline Replacement (Skyline/Irene Area)	1,029,000
20th Avenue Waterline Replacement	470,000
Westside BPS VFD's and Onsite Generator	65,000
2014 Waterline Replacement (Skokomish)	470,000
Seawater Intrusion Well (Water Mitigation)	374,000
Reclaimed Water Infiltration Facility	3,400,000
Train Depot Watermain	180,000
Debt Service Obligations	613,004

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 2013 GFC fee for a standard 5/8" connection, a typical single family home meter size, will increase 6.0 percent to \$5,141. Larger meter connections will increase in proportion to the new cost of a residential meter.

Water System Debt and Reserves

The Water Utility has the obligation to repay long-term financing provided by the Wastewater Construction Fund. A principal and interest payment of \$613,004 is scheduled for 2013. The tremendous cost associated with current water system improvements will require issuing revenue bonds and securing Public Work Trust Fund loans. 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.



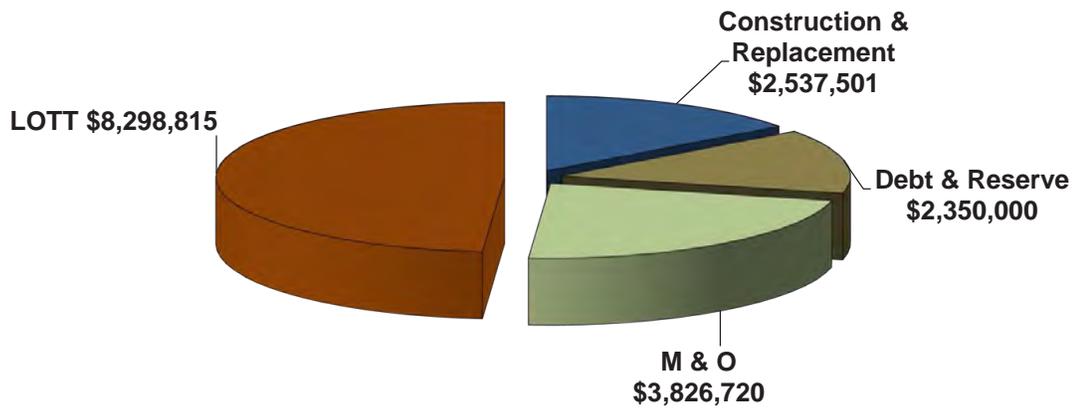
Wastewater Utility Fund

Lacey’s Wastewater Utility provides service to over 15,839 connections. Lacey is responsible for the utility’s collection system, while the

Maintenance and Operations

The 2013 maintenance and operating budget totals \$12,125,535, which is \$748,311 or 6.6 percent more than the 2012 amended budget. This increase reflects the estimate for new service connections or Equivalent Residential Units (ERUs) and the planned \$0.99 increase in LOTT

2013 Wastewater Budget \$17,013,036



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

Unfortunately, it is necessary to include a 3.0 percent increase to wastewater rates for 2013 to stay current with these expenses and future capital improvement program needs. As a result of this increase, a residential customer will pay approximately \$0.48 more per month.



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.

fees which the City collects and forwards to them.

The user fee collected for LOTT (\$33.99 per month per equivalent residential unit, which includes a 3% rate increase) is the most significant expenditure or pass-through payment. The estimated total LOTT fee for 2013 is \$8,298,815 or 68.4 percent of the Wastewater Utility’s operating budget.

The 2013 revenues for Wastewater Utility activities that fund City operations are estimated at \$3,678,568. A rate increase of 3.0 percent is included in this budget. Lacey’s portion of the monthly user charge will increase from \$16.00 to \$16.48 effective January 2013.

Construction Activity

Construction of wastewater facilities is funded in the capital budget. Planned for 2013 is the preparation of a wastewater comprehensive plan that will guide future capital construction and rehabilitation projects. 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 2013 capital budget totals \$2,537,501.

Significant construction activity scheduled for 2013 are as follows:

Upgrade Lift Station #14 (Diamond Loop)	\$ 124,500
Upgrade Lift Station #18 (Yelm and Intelco)	310,000
Wastewater Comprehensive Plan	225,000
Lift Stations #25 and #31 Pump and Electrical Upgrades	50,000
Lift Stations #28 and #29 Pump Upgrades	48,000
STEP Main Air-Vacs	100,000
Carpenter Road Air-Releases and Manholes	50,000
Lift Station #19 Upgrade	500,000
Steilacoom Road Gravity Main – Husky Way Part 1	60,000
Bowker Services and Connections (ATEC Main)	400,000
Train Depot Sewer	50,000

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.

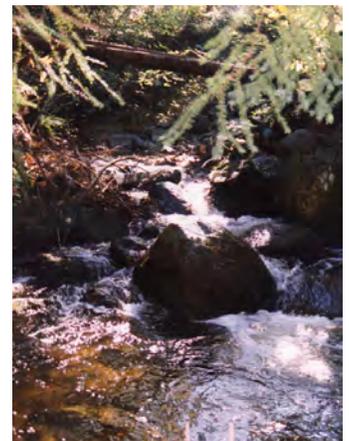
The Stormwater Utility operates and maintains storm drain facilities that serve the public right of way. An emphasis is placed on remediating water quality and flooding concerns; cleaning and maintaining catch basins, storm ponds, swales, and other rainwater treatment facilities; monitoring water quality to address pollution problems; and, ensuring compliance with state and federal standards for stormwater treatment. In 2013, an emphasis will be placed on the rehabilitation of aged and under performing stormwater facilities.

The operating budget for 2013 totals \$3,822,063, which is a \$6,896 or 0.2 percent increase compared to the 2012 budget. Implementation of Phase 2 NPDES requirements of inspecting and monitoring stormwater treatment facilities

continues to place increased demands on this utility. Unfortunately, it is necessary to include a 3.0 percent increase to stormwater rates for 2013 to stay current with these expenses and future capital improvement program needs. As a result of this increase, a residential customer will pay approximately \$0.21 more per month.

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 2013 budget provides for the ongoing commitment for stormwater treatment and water rights mitigation. Planned for 2013 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, \$200,000 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. Significant construction activity scheduled for 2013 are as follows:

Stormwater Comprehensive Plan	\$ 51,000
Vector Waste Decant Facility	50,000

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 M&O 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 2013 budget provides \$100,000 for miscellaneous Maintenance and Operations expenditures that may arise.

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. There is no revenue source for this fund, so this project has been transferred to the Water Capital Fund along with \$1,000,000 of capital funds.



*LOTT Reclaimed Water Martin Way
Plant*

General Obligation Debt Funds

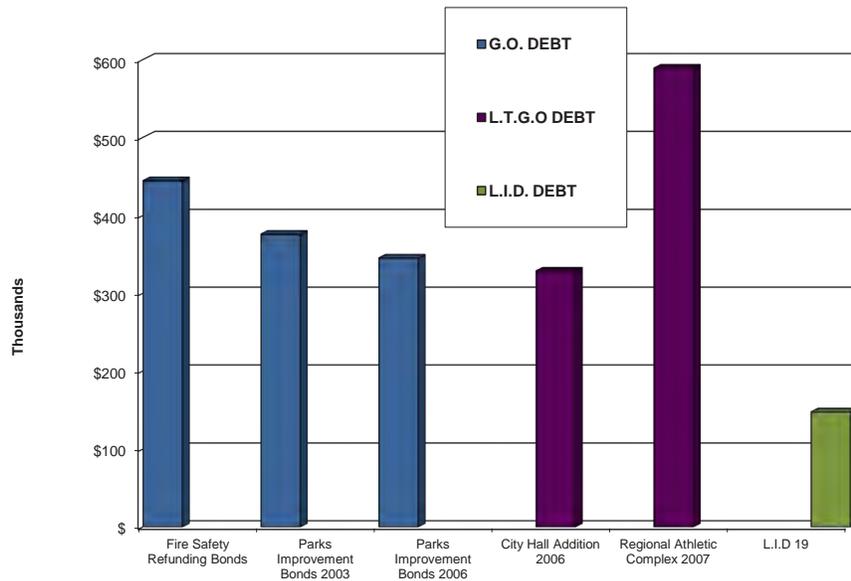
Voter Approved G. O. Debt

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 2013 excess levy rate for *voter approved* debt is estimated to be \$0.2887 per \$1,000 assessed value based on a \$1,166,148 levy. This includes a \$444,826 excess levy that began in 2002 is for Fire Safety Improvements and will mature in 2021; a \$345,322 excess levy that began in 2003 for the first group of Park Improvements maturing in 2023; and, a \$376,000 levy that began in 2007 for the final group of Parks Improvement projects.

2013 Debt Service



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

	Original Issue Amount	Jan. 1, 2013 Outstanding Balance	Maturity Date
2002 Fire Safety Refunded GO Bond	3,790,000	3,430,000	Dec. 2021
2003 Parks Improvement GO Bond	5,000,000	3,110,000	Dec.2023
2006 Parks Improvement GO Bond	<u>4,985,000</u>	<u>4,025,000</u>	Dec.2026
Total	13,775,000	10,565,000	

The 2003 Parks Improvement GO Bonds are eligible for refunding during 2013. If adequate savings can be realized, the bonds will be refunded and Lacey property owners will experience lower levy amounts in future budgets.

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. \$328,600 of Sales Tax revenue is allocated in the 2013 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.

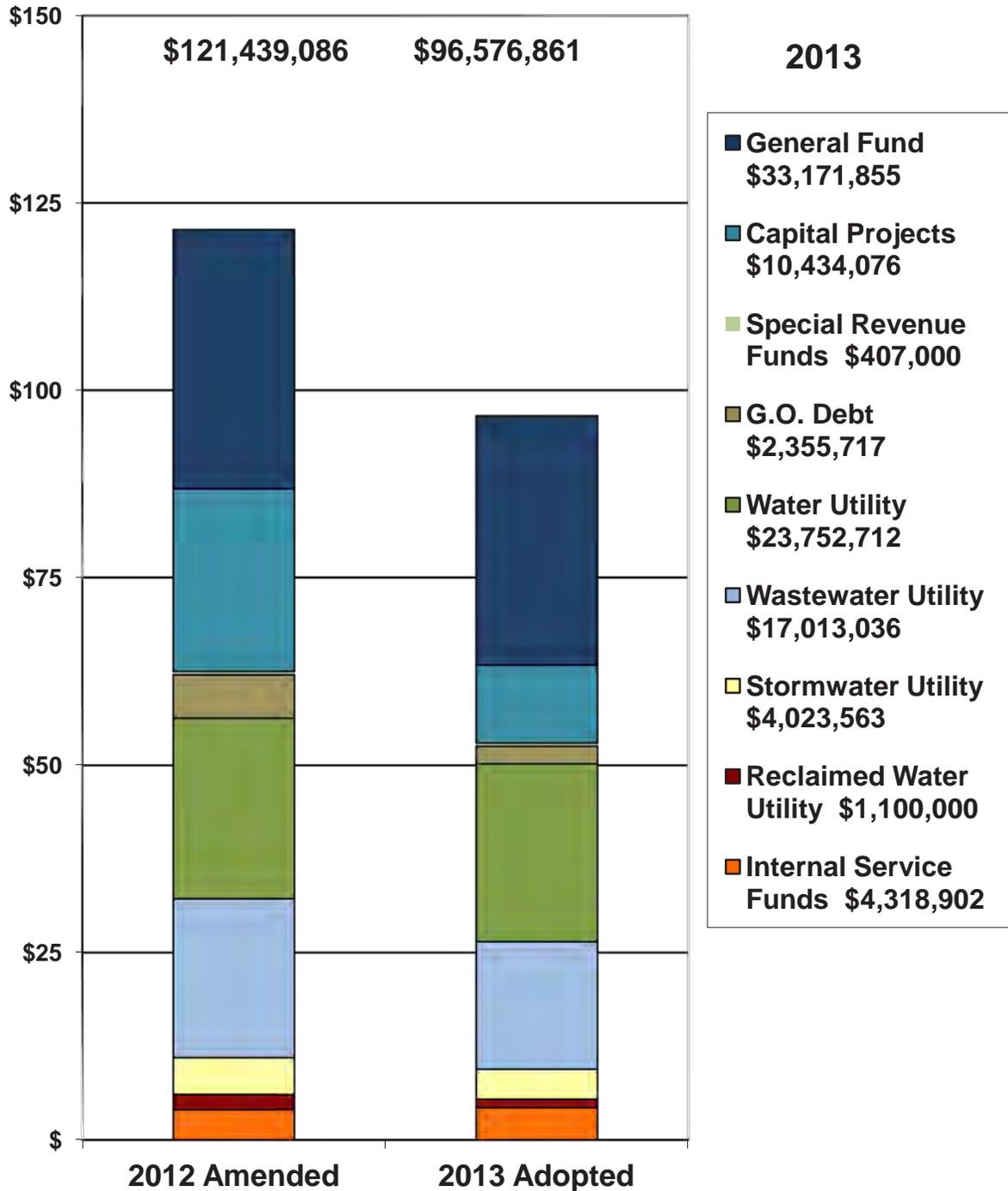
The L.I.D. Fund has only one active transportation improvement taxing district in the 2013 budget: L.I.D. #19 - Northeast Lacey Transportation Improvements.

Assessments receivable scheduled for 2013 total \$271,340 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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2012 - 2013 Comparison Total City Budget



Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Revenue Summary by Fund</i>			
Current Expense Fund	26,196,983	26,830,053	27,431,573
Criminal Justice Fund	649,593	585,615	589,279
Community Buildings Fund	500,208	515,396	575,247
Regional Athletic Complex Fund	1,108,397	927,727	1,013,314
City Street Fund	2,556,592	2,699,131	2,771,348
Arterial Street Fund	9,595,909	17,803,396	7,414,915
Lodging Tax Fund	383,945	453,400	407,000
Community Block Grant Fund	63,963	44,800	200
General Obligation Bonds Fund	2,033,278	5,115,510	2,084,377
L.I.D. Debt Fund	777,936	670,500	271,340
Building Improvement Fund	5,977,247	2,882,111	1,157,880
Capital Equipment Fund	2,311,373	3,021,148	791,094
Parks & Open Space Fund	1,216,491	2,657,593	1,004,370
Regional Athletic Complex Capital Fund	707,586	939,801	856,711
Water Utility Fund	8,389,801	8,630,561	8,996,259
Wastewater Utility Fund	11,394,573	11,377,224	12,125,535
Stormwater Utility Fund	2,535,645	3,815,167	3,822,063
Reclaimed Water Utility Fund	431	100,000	100,000
Water Capital Fund	7,064,552	11,965,748	11,256,453
Wastewater Capital Fund	4,279,725	7,480,370	2,537,501
Stormwater Capital Fund	343,626	1,117,142	201,500
Reclaimed Water Capital fund	1,910,534	1,934,735	1,000,000
Water Debt Fund	1,672,703	3,500,000	3,500,000
Wastewater Debt Fund	632,613	2,350,000	2,350,000
Equipment Rental Fund	2,177,210	2,245,100	2,616,408
Information Mgmt Services Fund	1,573,916	1,776,858	1,702,494
Total Revenues	96,054,830	121,439,086	96,576,861

Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Expenditure Summary by Fund</i>			
City Council	177,717	207,794	215,592
Contracted Services	2,186,110	2,109,138	2,151,201
City Manager	463,633	483,516	509,428
Personnel Department	614,270	720,618	733,881
Comm Services & Public Affairs	375,305	446,627	437,266
Finance	699,266	746,227	799,755
Legal Services	442,867	462,353	470,663
Common Facilities	1,816,525	2,007,063	1,881,594
Police	8,017,269	8,634,511	8,665,046
P.W.-Support Services	65,664	80,076	78,770
P.W.-Engineering	2,577,036	2,725,510	2,829,671
P.W.-Parks Maintenance	2,207,153	2,318,097	2,440,267
P.W.-Facilities Maintenance	375,624	436,190	436,754
Planning & Comm Development	1,676,555	1,901,867	1,970,916
P.W.- Water Resources	901,876	990,243	1,034,998
Parks & Recreation	2,033,804	2,160,223	2,212,001
Other Operating Transfers/Unencumbered	7,455,748	400,000	563,770
Current Expense Fund	32,086,422	26,830,053	27,431,573
Criminal Justice Fund	567,239	585,615	589,279
Community Buildings Fund	447,633	515,396	575,247
Regional Athletic Complex Fund	910,267	927,727	1,013,314
City Street Fund	2,646,002	2,699,131	2,771,348
Arterial Street Fund	8,904,282	17,803,396	7,414,915
Lodging Tax Fund	369,232	453,400	407,000
Community Block Grant Fund	53,860	44,800	200
General Obligation Bonds Fund	2,123,181	5,115,510	2,084,377
L.I.D. Debt Fund	768,556	670,500	271,340
Building Improvement Fund	579,348	2,882,111	1,157,880
Capital Equipment Fund	6,837,350	3,021,148	791,094
Parks & Open Space Fund	2,721,430	2,657,593	1,004,370
Regional Athletic Complex Capital Fund	599,554	939,801	856,711
Water Utility Fund	7,524,227	8,630,561	8,996,259
Wastewater Utility Fund	11,264,775	11,377,224	12,125,535
Stormwater Utility Fund	3,538,603	3,815,167	3,822,063
Reclaimed Water Utility Fund	-	100,000	100,000
Water Capital Fund	956,398	11,965,748	11,256,453

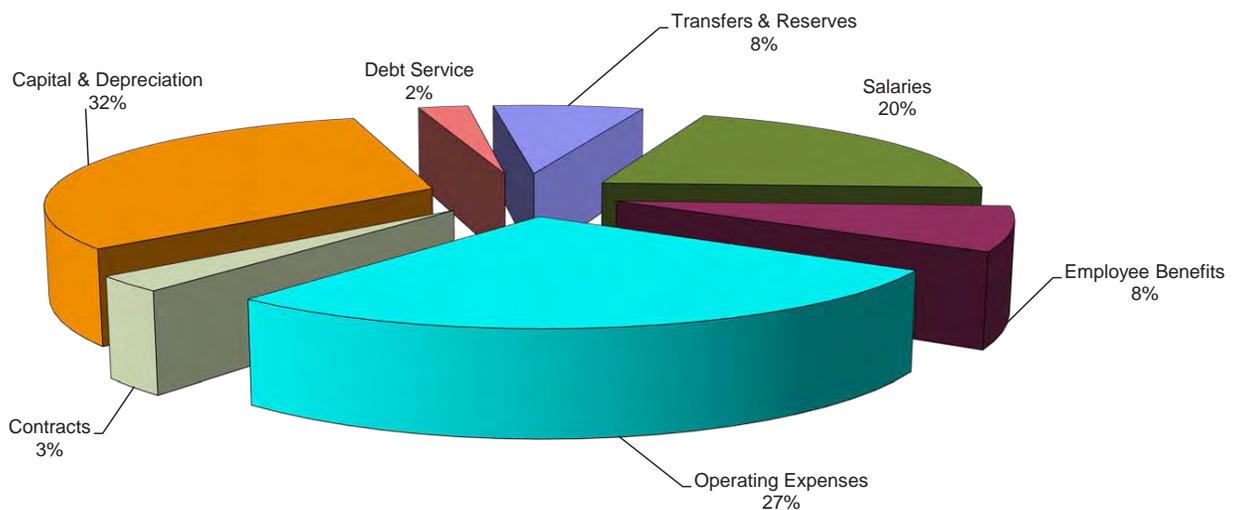
Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Expenditure Summary by Fund</i>			
Wastewater Capital Fund	1,966,379	7,480,370	2,537,501
Stormwater Capital Fund	120,073	1,117,142	201,500
Reclaimed Water Capital Fund	1	1,934,735	1,000,000
Water Debt Fund	3,087,108	3,500,000	3,500,000
Wastewater Debt Fund	1,748,764	2,350,000	2,350,000
Equipment Rental Fund	1,778,057	2,245,100	2,616,408
Information Mgmt Services Fund	1,480,761	1,776,858	1,702,494
Total Expenditures	93,079,502	121,439,086	96,576,861

Budget At A Glance 2013 Budget Comparison to 2012 Amended Budget				
	2012 Amended	2013 Adopted	Dollar Difference	Percent Difference
General Fund				
Current Expense Fund:				
City Council	207,794	215,592	7,798	3.75%
Contract Services	2,109,138	2,151,201	42,063	1.99%
City Manager	483,516	509,428	25,912	5.36%
Human Resources	720,618	733,881	13,263	1.84%
Comm. Services & Public Affairs	446,627	437,266	(9,361)	-2.10%
Finance	746,227	799,755	53,528	7.17%
City Attorney	462,353	470,663	8,310	1.80%
Common Facilities	2,007,063	1,881,594	(125,469)	-6.25%
Police	8,634,511	8,665,046	30,535	0.35%
Public Works - Support Services	80,076	78,770	(1,306)	-1.63%
Public Works -Engineering	2,725,510	2,829,671	104,161	3.82%
Public Works - Parks Maintenance	2,318,097	2,440,267	122,170	5.27%
Public Works - Facilities Maintenance	436,190	436,754	564	0.13%
Community Development	1,901,867	1,970,916	69,049	3.63%
Public Works - Water Resources	990,243	1,034,998	44,755	4.52%
Parks & Recreation	2,160,223	2,212,001	51,778	2.40%
Sub-total Without Transfer	26,430,053	26,867,803	437,750	1.66%
Operating Tranfers - Transfer Out	400,000	563,770	163,770	40.94%
Total Current Expense Fund	26,830,053	27,431,573	601,520	2.24%
Criminal Justice Fund:				
Criminal Justice - Police	585,615	589,279	3,664	0.63%
Community Buildings Fund:				
Community Buildings	515,396	575,247	59,851	11.61%
Regional Athletic Complex Fund				
Regional Athletic Complex	927,727	1,013,314	85,587	9.23%
City Street Fund:				
Public Works - Street Maintenance	2,699,131	2,771,348	72,217	2.68%
Capital Equipment Fund:				
Capital Equipment/Projects	2,171,148	791,094	(1,380,054)	-63.56%
Transfers	850,000	-	(850,000)	-100.00%
Total Capital Equipment Fund	3,021,148	791,094	(2,230,054)	-73.81%
Total General Fund	34,579,070	33,171,855	(1,407,215)	-4.07%
General Fund less Transfers Out	34,179,070	32,608,085	(1,570,985)	-4.60%
Capital Projects & Special Funds				
Arterial Street Fund	17,803,396	7,414,915	(10,388,481)	-58.35%
Lodging Tax Fund	453,400	407,000	(46,400)	-10.23%
Community Block Grant Fund	44,800	200	(44,600)	-99.55%
Building Improvement Fund	2,882,111	1,157,880	(1,724,231)	-59.83%
Parks & Open Space/R.A.C. Fund	2,657,593	1,004,370	(1,653,223)	-62.21%
Regional Athletic Complex - Capital	939,801	856,711	(83,090)	-8.84%
Total Capital Projects & Special Funds	24,781,101	10,841,076	(13,940,025)	-56.25%

Budget At A Glance 2013 Budget Comparison to 2012 Amended Budget				
	2012 Amended	2013 Adopted	Dollar Difference	Percent Difference
General Obligation Debt Funds				
General Obligation - Tax Supported	5,115,510	2,084,377	(3,031,133)	-59.25%
Limited Tax Gen. Obligations and Loans	-	-	-	-
Local Improvement District Debt	670,500	271,340	(399,160)	-59.53%
Total G.O. and L.I.D. Debt	5,786,010	2,355,717	(3,430,293)	-59.29%
Enterprise Funds				
Water Utility:				
Maintenance & Operations	8,630,561	8,996,259	365,698	4.24%
Capital Projects & Reserves	11,965,748	11,256,453	(709,295)	-5.93%
Debt & Debt Reserves	3,500,000	3,500,000	-	0.00%
Total Water Utility	24,096,309	23,752,712	(343,597)	-1.43%
Wastewater Utility:				
Maintenance & Operations	11,377,224	12,125,535	748,311	6.58%
Capital Projects & Reserves	7,480,370	2,537,501	(4,942,869)	-66.08%
Debt & Debt Reserves	2,350,000	2,350,000	-	0.00%
Total Wastewater Utility	21,207,594	17,013,036	(4,194,558)	-19.78%
Stormwater Utility:				
Maintenance & Operations	3,815,167	3,822,063	6,896	0.18%
Capital Projects & Reserves	1,117,142	201,500	(915,642)	-81.96%
Total Stormwater Utility	4,932,309	4,023,563	(908,746)	-18.42%
Reclaimed Water Utility:				
Maintenance & Operations	100,000	100,000	-	0.00%
Capital Projects & Reserves	1,934,735	1,000,000	(934,735)	-48.31%
Total Reclaimed Water Utility	2,034,735	1,100,000	(934,735)	-45.94%
Total Enterprise Funds	52,270,947	45,889,311	(6,381,636)	-12.21%
Internal Service Funds				
Equipment Rental Fund	2,245,100	2,616,408	371,308	16.54%
Information Services Fund	1,776,858	1,702,494	(74,364)	-4.19%
Total Internal Service Funds	4,021,958	4,318,902	296,944	7.38%
Total All Funds	121,439,086	96,576,861	(24,862,225)	-20.47%
Total All Funds less Transfer Out - General Fund	121,039,086	96,013,091	(25,025,995)	-20.68%

2013 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	14,928,715	25,649	-	3,681,469	964,416	19,600,249
Employee Benefits	5,621,150	11,163	-	1,698,292	406,723	7,737,328
Operating Supplies	990,284	1,500	-	880,855	874,850	2,747,489
Professional Services	1,532,170	8,600	-	2,631,235	21,750	4,193,755
Communications	263,595	1,300	-	127,455	24,620	416,970
Training/Travel	194,189	450	-	63,608	34,650	292,897
Advertising	54,900	-	-	-	-	54,900
Rentals/Internal Service Charges	3,148,135	1,681	-	1,187,644	7,345	4,344,805
Insurance	481,118	258	-	147,314	30,226	658,916
Utilities	1,227,795	3,300	-	9,362,215	-	10,593,310
Repairs & Maintenance	123,101	-	-	329,058	57,346	509,505
Other Miscellaneous	846,894	227,599	-	1,047,151	258,267	2,379,911
Contractual Services	2,331,178	-	-	362,974	15,197	2,709,349
Capital Equipment & Projects	669,777	8,866,893	-	12,009,027	790,000	22,335,697
Debt Service	173,361	-	2,231,362	-	-	2,404,723
Depreciation	-	-	-	7,500,000	833,512	8,333,512
Operating Transfers Out	526,903	1,428,399	-	2,834,382	-	4,789,684
Estimated Ending Fund Balance	58,590	264,284	124,355	2,026,632	-	2,473,861
Total Budget	33,171,855	10,841,076	2,355,717	45,889,311	4,318,902	96,576,861

2013 Summary of Expenditures
by Budget Classification



FTE'S By Department	Actual 2008	Actual 2009	Actual 2010	Actual 2011	Actual 2012	Adopted 2013
<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 III	0.50	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 & Public Affairs	1.00	1.00	1.00	1.00	1.00	0.50
Senior Management Analyst	-	-	-	-	-	0.50
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 III	1.00	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-Human Resources & Public Affairs	1.00	1.00	1.00	1.00	1.00	0.50
Senior Management Analyst	1.00	1.00	1.00	1.00	1.00	1.50
Management Analyst	1.00	1.00	1.00	1.00	1.00	1.00
Department Assistant III	0.50	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>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	-	-
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	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	1.00
Department Assistant III	2.00	2.00	2.00	2.00	3.00	3.00
Department Assistant II	1.00	1.00	1.00	1.00	1.00	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	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	1.00
Web Developer	1.00	1.00	1.00	1.00	1.00	1.00
Application Support Specialist	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	9.00	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 (Position unfunded)	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
Senior Code Specialist	-	-	-	-	-	-
Electrical Inspector	1.00	1.00	1.00	1.00	1.00	1.00
Principal Planner (1 position unfunded)	2.00	2.00	2.00	2.00	2.00	2.00

FTE'S By Department	Actual 2008	Actual 2009	Actual 2010	Actual 2011	Actual 2012	Adopted 2013
<u>FTE SUMMARY BY CLASSIFICATION - GENERAL GOVERNMENT</u>						
Senior Planner	-	-	-	-	-	-
Associate Planner	2.00	2.00	3.00	3.00	3.00	3.00
Assistant Planner	1.00	1.00	-	-	-	-
Land Management Database Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Department Assistant III	2.00	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	1.00
Recreation Supervisor II (1 position unfunded)	5.00	5.00	5.00	5.00	5.00	5.00
Recreation Supervisor I	-	-	-	-	1.00	1.00
Recreation Coordinator	3.00	3.00	4.00	4.00	3.00	3.00
Recreation Assistant	2.00	2.00	1.00	1.00	1.00	1.00
Department Assistant III	1.00	1.00	1.00	1.00	3.00	3.00
Department Assistant II	2.00	2.00	2.00	2.00	-	-
Museum Curator	0.88	1.00	1.00	1.00	1.00	1.00
Total Department	14.88	16.00	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	3.00	3.00	3.00
Lieutenant	5.00	5.00	5.00	2.00	1.00	1.00
Sergeant	6.00	7.00	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)	35.00	36.00	36.00	37.00	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 positions unfunded)	5.28	5.28	5.28	5.28	5.28	5.28
Total Department	68.28	70.28	70.28	69.28	68.28	68.28
<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 position unfunded)	16.00	16.00	16.00	16.00	16.00	16.00
Total Department	25.00	25.00	25.00	25.00	25.00	25.00

FTE'S By Department	Actual 2008	Actual 2009	Actual 2010	Actual 2011	Actual 2012	Adopted 2013
<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	2.00	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	9.00	9.00	9.00	9.00	9.00	9.00
Total Engineering Division	38.00	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	2.00	2.00	2.00	2.00	2.00	2.00
Total Department	3.00	3.00	3.00	3.00	3.00	3.00
<u>EQUIPMENT RENTAL</u>						
Equipment Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
Equipment Mechanic	1.00	2.00	2.00	2.00	2.00	2.00
Total Department	2.00	3.00	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	3.00	3.00	3.00	3.00	3.00
Maint Tech Journey Level (Incudes 1 at RAC)	10.00	11.00	11.00	11.00	11.00	11.00
Horticulture Technician	1.00	1.00	1.00	1.00	1.00	1.00
Total Department	14.00	16.00	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
Electrical Maintenance Technician	2.00	2.00	2.00	2.00	2.00	2.00
Total Department	11.50	11.50	11.50	11.50	11.50	11.50
Total Operations Division	31.50	34.50	34.50	34.50	34.50	34.50
Total PW Dept (General Governmental)	69.50	72.50	72.50	72.50	72.50	72.50
Total General Government	200.41	206.53	206.53	205.53	205.53	205.53

FTE'S By Department	Actual 2008	Actual 2009	Actual 2010	Actual 2011	Actual 2012	Adopted 2013
<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	1.75	1.75	1.75	1.75	1.75	1.75
Department Assistant II	-	-	-	-	-	-
Department Assistant III	0.90	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	-	-	-	-	-	-
Department Assistant III	0.10	0.10	0.10	0.10	0.10	0.10
Total Customer Service-Finance	4.00	4.00	4.00	4.00	4.00	4.00
PUBLIC WORKS OPERATIONS						
<u>WATER DIVISION</u>						
Department Assistant III	-	-	-	-	0.50	0.50
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	1.00	1.00
Sr. Water Distribution Tech	1.00	1.00	1.00	1.00	1.00	1.00
Sr Water Production Tech	1.00	1.00	1.00	1.00	1.00	1.00
Maint Tech Control Specialist Plant Operator	1.00	1.00	1.00	1.00	2.00	2.00
Maintenance Tech Control Specialist JL	3.00	3.00	3.00	3.00	1.00	1.00
Maintenance Technician Journey Level	11.00	11.00	11.00	11.00	11.00	11.00
Water Treatment Plant Operator	2.00	2.00	2.00	2.00	2.00	2.00
Total Department	21.00	21.00	21.00	21.00	20.00	20.00
<u>WASTEWATER DIVISION</u>						
Department Assistant III	-	-	-	-	0.50	0.50
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	1.00	1.00
Sr. Liftstation Tech	1.00	1.00	1.00	1.00	1.00	1.00
Maintenance Tech Control Specialist JL	1.00	1.00	1.00	1.00	2.00	2.00
Maintenance Technician Journey Level	10.00	10.00	10.00	10.00	10.00	10.00
Total Department	14.00	14.00	14.00	14.00	15.00	15.00
<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	1.00
Maintenance Technician Journey Level	4.00	4.00	3.00	3.00	3.00	3.00
Sweeper Operator	1.00	1.00	1.00	1.00	1.00	1.00
Total Department	6.50	6.50	6.50	6.50	6.50	6.50
Total Operations	41.50	41.50	41.50	41.50	41.50	41.50
TOTAL ENTERPRISE FUNDS	45.50	45.50	45.50	45.50	45.50	45.50
TOTAL CITY FTE'S	245.91	252.03	252.03	251.03	251.03	251.03
Salary information available upon request. Contact Human Resource Department						

2013 Capital Budget	
Department/Description	Adopted Budget
<u>City Manager/HR/CS&PA</u>	
Solar Project - PSE	20,000
<u>Information Services</u>	
Projector for executive board room	3,000
<u>Police</u>	
Dual Authenticity	2,715
Evidence Camera	800
Leads Online	3,475
<u>PW - Parks Maintenance</u>	
Flag Pole Replacements (3) at Flag Plaza	6,620
Diesel Fuel Tank for Rainier Vista	5,700
RAC Capital:	
Airless Field Marker	5,997
<u>Building Improvement</u>	
Police Dept Admin Remodel	5,000
Maint Center Exterior Painting	14,000
Exhaust Fan Concession Stand-Rainier Vista	2,723
Senior Center Expansion	423,157
Jacob Smith House Site Improvements	220,000
Lacey Museum at the Depot A/E Services	441,000
Demolition of Concrete at Depot Site	50,000
<u>Parks & Recreation</u>	
Play equipment Homann Park	65,000
Trash Receptacles for Disc Golf Course	3,000
Monument Sign for Wonderwood Park: Brentwood Entrance	9,200
<u>PW - Water M&O</u>	
Handheld Automatic Valve Wrench	8,245
Truck Mounted Automatic Valve Wrench	23,960
<u>PW - Wastewater M&O</u>	
Steam Cleaner	8,000
<u>PW - Equipment Rental</u>	
6,000 Gallon Diesel Fuel Tank	80,000
Grand Total	1,401,592

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Current Expense Fund - Revenues</i>				
Revenues				
001-0000-308.00-00	Estimated Beginning Cash	-	528,718	14,494
001-0000-311.10-00	Property Taxes-Current	4,572,370	4,731,073	4,869,082
001-0000-311.15-00	Property Taxes-Delinquent	6,716	150,000	150,000
001-0000-313.10-00	Sales Taxes	7,624,202	7,990,758	7,717,892
001-0000-316.10-00	Business & Occupation Tax	1,742,190	1,553,381	1,821,949
001-0000-316.20-00	Admissions Tax	256,473	330,000	275,000
001-0000-316.41-00	Utility Tax/Electric	489,447	547,347	776,058
001-0000-316.42-00	Utility Tax/Water-Private	663	899	983
001-0000-316.43-00	Utility Tax/Gas	203,539	215,249	309,761
001-0000-316.45-00	Utility Tax/Solid Waste	70,473	76,629	97,145
001-0000-316.47-01	Utility Tax/Telephone	355,795	376,315	529,779
001-0000-316.52-00	Utility Tax/Olympia City	339	191	319
001-0000-316.70-00	Utility Tax/Lacey Utility	-	278,817	1,035,405
001-0000-316.72-00	Water	139,191	-	-
001-0000-316.74-00	Wastewater	176,505	-	-
001-0000-316.78-00	Stormwater	31,850	-	-
001-0000-317.20-00	Leasehold Excise Taxes	15,955	6,250	5,000
001-0000-317.51-00	Punch Board & Pull Tabs	73,260	105,482	75,000
001-0000-317.53-00	Amusement Games	176	100	100
001-0000-317.54-00	Card Games	367,185	488,109	440,000
001-0000-319.60-00	B & O Penalties	485	1,000	500
001-0000-321.60-00	Professional & Occupation	5,690	4,000	4,000
001-0000-321.70-00	Amusement Licenses	4,280	750	750
001-0000-321.90-00	Business Licenses	12,006	10,000	10,000
001-0000-321.91-00	Franchise Fees	582,450	619,628	580,000
001-0000-322.10-00	Building Permits	672,834	500,000	525,000
001-0000-322.11-00	Mechanical Permits	45,348	46,000	46,000
001-0000-322.12-00	Plumbing Permits	56,414	60,000	60,000
001-0000-322.13-00	Electrical Permits	127,585	100,000	125,000
001-0000-322.14-00	Tree Protection Fees	8,425	7,500	7,500
001-0000-322.40-00	Street & Curb Permits	34,651	20,000	20,000
001-0000-322.90-00	Gun Permits	7,068	6,000	6,000
001-0000-322.91-00	Farmers Market Proceeds	5,699	7,500	7,500
001-0000-331.16-72	Law Enforce Grant-Vests	3,197	-	-
001-0000-332.99-99	HITDA Grant	47,613	-	-
001-0000-333.07-01	DU - WSP NMI	12,610	-	-
001-0000-333.10-55	Child Nutrition Program	61,322	70,000	70,000

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Current Expense Fund - Revenues</i>				
Revenues				
001-0000-333.10-60	Forest Service DNR	8,537	10,000	-
001-0000-333.15-90	DOI-National Parks Svc	7,996	-	-
001-0000-333.16-00	DOJ	173,781	-	-
001-0000-333.16-01	DU - TSCO Marijuana Erad	2,505	-	-
001-0000-333.20-60	CFDA 20.60X	10,535	42,895	15,000
001-0000-333.45-02	Arts Commission	1,000	-	-
001-0000-334.03-13	Dept of Ecology	1,757	-	-
001-0000-334.03-51	WTSC Grant	18,264	-	-
001-0000-334.04-21	DU - Commerce	13,743	-	-
001-0000-334.04-90	Health - WREMS Prevention	1,202	-	-
001-0000-334.05-10	SPI - SFSP	1,794	-	-
001-0000-334.05-40	Work Study	791	3,000	3,000
001-0000-334.05-80	Arts Commission	500	-	-
001-0000-336.94-00	Liquor Excise Tax	206,950	214,578	36,624
001-0000-336.95-00	Liquor Board Profits	295,485	265,118	391,092
001-0000-337.14-00	Thurs Cty Board of Comm.	4,266	-	-
001-0000-338.07-00	Personnel Services	2,415	-	-
001-0000-338.21-00	Law Enforcement Service	1,706	-	-
001-0000-338.21-01	RMS Cordinator	12,683	-	-
001-0000-338.27-00	NTPS Security Contract	130,000	135,000	135,000
001-0000-338.38-00	Engineering Services	5,000	-	-
001-0000-338.39-00	Animal Services Admin	83,040	88,456	91,110
001-0000-338.40-00	Drug Unit Services	70,307	-	-
001-0000-338.74-00	Lydia Hawk Summer Program	10,000	10,000	10,000
001-0000-339.18-11	DOE / EECBG	56,671	-	-
001-0000-339.21-68	DU - DOJ Byrne JAG	4,090	-	-
001-0000-341.50-00	Sales of Maps/Publication	1,118	750	750
001-0000-341.53-00	Notary Services	201	-	-
001-0000-341.54-00	NSF Fees	20	-	-
001-0000-341.55-00	Other Taxable Fees	6,907	4,500	4,500
001-0000-341.99-00	Passport Fees	22,675	30,000	25,000
001-0000-342.11-00	Criminal Justice Training	155,455	100,000	-
001-0000-342.14-00	Polygraph - Document Fees	1,350	-	-
001-0000-342.40-00	Overtime-Police Services	69,648	50,000	50,000
001-0000-343.95-00	RBRRP Abatement Charges	3,825	-	-
001-0000-345.81-00	Zoning & Subdivision Fees	89,093	50,000	50,000
001-0000-345.83-00	Plan Checking Fees	326,537	200,000	200,000

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Current Expense Fund - Revenues</i>				
Revenues				
001-0000-345.83-01	Plan Check Fees-Streets	18,169	10,000	10,000
001-0000-345.83-02	Inspection Svs-Streets	15,247	6,500	6,500
001-0000-347.60-20	Youth & Teen Programs	168,759	155,000	162,500
001-0000-347.60-40	Aquatics Programs	216,550	176,710	185,710
001-0000-347.60-50	Physical Activities Prog	153,586	144,600	144,600
001-0000-347.60-60	Cultural Arts & Educ Prog	69,702	51,000	51,000
001-0000-347.60-70	Outdoor Activities Prog	15,078	23,100	23,100
001-0000-347.60-80	Fitness Program	23,707	24,100	24,100
001-0000-347.60-90	Special Events Program	22,074	16,500	18,500
001-0000-347.62-00	Shelter Fees	7,645	6,000	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	31,970	34,500	34,500
001-0000-347.65-00	Field Use Fees	48,152	10,000	30,000
001-0000-347.65-10	Field Use Fees-NTSD	38,066	29,000	29,000
001-0000-347.66-00	Parks-Day Camp Scholarshi	-	1,000	100
001-0000-347.67-00	Concession Commission	-	-	3,000
001-0000-348.95-00	Engineering Services Fees	1,378,305	1,549,363	1,764,298
001-0000-348.95-10	Engineering Svc - Culture	1,205	-	-
001-0000-348.95-20	Engineering Svc - Transp	1,143,838	1,138,463	950,007
001-0000-348.96-00	Parks Maintenance Service	26,948	65,083	63,547
001-0000-348.96-20	Parks Maint - Streets	289,444	361,066	352,863
001-0000-348.99-00	Water Resources Services	1,120,040	1,200,822	1,255,043
001-0000-348.99-20	Water Resource-Trans	209	-	-
001-0000-349.18-00	Common Facilities Charges	224,161	263,530	243,172
001-0000-349.18-10	Common Fac. - Culture	28,020	32,941	30,397
001-0000-349.18-20	Common Fac. - Transp.	24,221	32,941	30,397
001-0000-349.19-00	Overhead & Services	135,000	135,000	135,000
001-0000-349.20-00	Administration-Charges	75,458	9,000	9,000
001-0000-351.10-00	District Court	292,116	275,000	275,000
001-0000-351.20-00	Lacey Violations	279,828	250,000	250,000
001-0000-351.40-00	Red Light Cameras	156,219	150,000	150,000
001-0000-361.11-00	Investment Interest	70,196	125,000	50,000
001-0000-361.40-00	Interest Sales Tax	6,478	10,000	10,000
001-0000-362.40-00	Facility Rentals	4,109	4,000	4,000
001-0000-362.50-00	Concession Lease Longterm	784	1,000	1,200
001-0000-362.80-00	Concession Commission	3,217	3,000	1,750
001-0000-366.10-00	Interfund Interest	603	-	-

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Current Expense Fund - Revenues</i>				
Revenues				
001-0000-367.03-00	Donation-Crime Prevention	750	500	500
001-0000-367.14-00	Donations-Concert/Events	48,088	25,000	35,000
001-0000-367.15-00	Donations-Miscellaneous	11	-	-
001-0000-367.20-00	Donations - Misc. Parks	25	500	500
001-0000-367.21-00	Parks - Youth Scholarship	325	1,250	1,250
001-0000-367.22-00	Summer Lunch Program	1,351	10,855	5,000
001-0000-367.22-10	Wild Waves Donations	5,023	9,000	9,000
001-0000-369.10-00	Sale of Scrap & Surplus	561	1,000	1,000
001-0000-369.20-00	Sale/Unclaimed Property	4,211	2,500	2,500
001-0000-369.30-00	Merchandise Sales	3	-	-
001-0000-369.40-00	Court Fees/Judgments	8,460	3,000	3,000
001-0000-369.41-00	False Alarm	5,500	3,500	3,500
001-0000-369.43-00	Seizure Funds	19,359	-	-
001-0000-369.45-00	AWC-Well City Discount	4,225	29,283	20,000
001-0000-369.81-00	Cash Over & Short	27	-	-
001-0000-369.90-00	Other Misc Revenue	35,347	25,000	25,000
001-0000-369.93-00	LMC Book Sales	-	500	500
001-0000-369.95-00	Multi-Housing Program	40	-	-
001-0000-391.50-00	Capital Lease (noncash)	36,119	-	-
001-0000-397.00-00	Transfers In	5,000	-	-
001-0000-397.09-00	Parks/ Open Space	301,310	371,662	411,955
Total Current Expense Fund Revenues		26,196,983	26,830,053	27,431,573

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 2013 budget for the City Council is **\$215,592**. 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

2013 PROGRAMS, GOALS AND PRIORITIES

- Maintain Lacey's record as a safe and secure community.
- Explore partnership opportunities with the Port of Olympia.
- Support efforts for job creation, new livable wage jobs, and promote the diversification of the community's businesses and employment sector.
- Support regional funding for the completion of the Chehalis Trail Bridging the Gap Project.
- Monitor revenues and expenditures to ensure the financial solvency of the City.
- Maintain partnership with the 3rd Stryker Brigade/NTPS/and the Lacey Chamber in the "adopt the unit" program.
- Update all Council members on Incident Command Training.
- Secure the Gateway Town Center vision and promote the construction on a major urban center along Interstate 5.
- 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.
- Continue City's stewardship initiative within the Woodland Creek basin.

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
City Council				
Council Services				
001-0301-511.10-01	Salaries-Regular	96,255	101,233	106,980
001-0301-511.20-01	Employer Paid Benefits	8,394	9,151	9,753
001-0301-511.31-01	Office & Operating Supply	2,294	2,000	2,000
001-0301-511.41-01	Prof. Svc-Other	3,261	4,000	4,000
001-0301-511.42-01	Communications-Telephone	726	-	-
001-0301-511.43-01	Transportation/Per Diem	7,676	13,500	13,500
001-0301-511.43-03	Registrations	3,360	9,500	9,500
001-0301-511.45-02	IMS Rentals	2,545	2,707	3,072
001-0301-511.46-03	Insurance-Fidelity	2,466	2,229	2,229
001-0301-573.49-12	Special Events	8,435	8,300	8,300
Total Council Services		135,412	152,620	159,334
Boards/Memberships				
001-0302-519.49-14	Association of WA Cities	27,148	28,974	29,495
001-0302-519.49-15	National League of Cities	3,258	3,250	3,813
001-0302-519.49-41	ICLEI	600	600	600
001-0302-572.31-30	Other Boards/Memberships	-	4,950	4,950
Total Boards/Memberships		31,006	37,774	38,858
Youth Initiatives				
001-0304-511.49-42	WIN Program	9,810	15,200	15,200
001-0304-511.49-47	Sister City Program	1,489	2,200	2,200
Total Youth Initiatives		11,299	17,400	17,400
Total City Council		177,717	207,794	215,592

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 2013 budget for Contracted Services is **\$2,151,201**. 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:

TCOMM 911 provides dispatch services county-wide to police, fire, and medic agencies. Lacey is a partner in an interlocal 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 Management

REGIONAL 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 Services

ELECTION/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	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Contracted Services				
Contracted Services				
001-0401-511.58-18	Election/Voter Registrare	99,547	50,000	50,000
001-0401-511.58-21	Inter-governmental	103,626	181,064	181,064
001-0401-512.58-12	District Court	300,000	350,000	400,000
001-0401-512.58-13	Public Defender-Indigent	144,900	145,000	148,000
001-0401-521.58-24	Victim Advocate	34,080	37,449	39,196
001-0401-523.58-10	Th Co Corrections	57,347	37,775	37,775
001-0401-523.58-11	Other Jail Services	513,007	632,279	632,279
001-0401-523.58-12	Medical Services	98,311	65,370	40,000
001-0401-525.58-22	Emergency Services Prog.	7,897	11,000	11,000
001-0401-528.58-05	Central Dispatch	5,037	6,274	6,274
001-0401-531.58-01	Pollution Control Auth.	17,663	18,059	19,274
001-0401-539.58-04	Joint Animal Services	200,853	221,251	232,219
001-0401-552.58-14	Dispute Resolution Center	2,800	3,000	3,100
001-0401-552.58-15	Social Services-HSRC	82,275	44,000	41,617
001-0401-552.58-16	TOGETHER	14,000	15,000	15,000
001-0401-552.58-17	Social Svc-Local Grants	-	15,000	15,000
001-0401-552.58-18	G.R.U.B.	3,000	3,000	2,000
001-0401-552.58-24	Foreign Trade Zone	2,020	3,350	3,000
001-0401-557.58-17	Th Community TV	87,000	95,800	98,578
001-0401-558.58-02	Thurston Region Planning	82,352	87,893	89,473
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	10,049	8,360	8,360
001-0401-573.58-20	IT/Amtrak	12,486	10,214	9,992
001-0401-573.58-23	Farmer's Market	28,517	43,000	43,000
001-0401-598.52-10	Grant Proceeds	254,343	-	-
Total Contracted Services		2,186,110	2,109,138	2,151,201



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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 2013 budget for the office of the City Manager is **\$509,428**. 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.

2013 PROGRAMS, GOALS AND PRIORITIES

- Monitor revenues and expenditures to ensure the financial solvency of the City.
- 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 the Martin Way Interchange (Exit 109) and the Marvin Road Interchange (Exit 111).
- Continue to build upon the City's strong environmental stewardship efforts with an emphasis on water quality improvements and energy efficiency.
- Develop an infrastructure improvement strategy for addressing the City's east-Lacey wastewater capacity requirements.
- Represent Lacey on the South Sound Military and Communities Partnership initiative.
- 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	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
City Manager				
Administration				
001-0501-513.10-01	Salaries-Regular	255,627	236,199	246,851
001-0501-513.10-06	Salaries-Part-Time	-	2,600	5,000
001-0501-513.20-01	Employer Paid Benefits	80,241	99,311	103,431
001-0501-513.31-01	Office & Operating Supply	2,479	2,600	2,600
001-0501-513.41-01	Prof. Svc-Other	1,200	1,000	1,000
001-0501-513.43-01	Transportation/Per Diem	2,608	3,000	3,000
001-0501-513.43-02	Dues, Subscriptions, Publ	1,504	3,750	3,750
001-0501-513.43-03	Registrations	430	1,700	1,700
001-0501-513.45-02	IMS Rental	7,761	9,163	9,865
Total Administration		351,850	359,323	377,197
City Clerk/Records Management				
001-0502-514.10-01	Salaries-Regular	79,387	81,374	87,067
001-0502-514.20-01	Employer Paid Benefits	19,612	23,340	24,340
001-0502-514.31-01	Office & Operating Supply	1,240	1,000	1,000
001-0502-514.41-06	Codification/Microfilm	-	5,500	5,500
001-0502-514.41-07	Records Destruction	3,878	3,000	3,000
001-0502-514.43-02	Dues, Subscriptions, Publ	730	1,000	1,000
001-0502-514.43-03	Registrations	-	1,000	1,000
001-0502-514.44-04	Ordinances & Resolutions	2,884	2,500	3,500
001-0502-514.45-02	IMS Rental	3,793	4,479	4,824
001-0502-514.49-30	Software Maintenance	259	1,000	1,000
Total City Clerk/Records Management		111,783	124,193	132,231
Total City Manager		463,633	483,516	509,428

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 two Human Resource Analysts, a Management Analyst, and a Department Assistant III. The Director of Public Affairs and Human Resources manages this Division as well as Public Affairs.

BUDGET SUMMARY

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

- General Services
- Risk Management/Loss Control

The total 2013 budget for Human Resources is **\$733,881**. Recruitment activity for 2012 was steady throughout the year; including assisting the City Manager with the hiring of a new Director of Public Affairs and Human Resources. Recruitment efforts were also concentrated on assisting departments with retirements and/or resignations. Key efforts were focused in the following areas: Information Services, Public Works Engineering, Public Works Operations, and the Police Department.

The recruitment process has been enhanced by the 2012 installation of an on-line application program facilitated by NEOGOV. The on-line application process will reduce costs, improve the selection process, and make the application process easier for our potential workforce.

In 2012, the City began negotiation with all three of the employee bargaining units. Contract negotiations were a large part of the work load for 2012 in Human Resources. Efforts were focused on providing a competitive salary and benefits package for employees while keeping our programs fiscally responsible during these uncertain financial times.

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 have a low claims experience rating which keeps our rates low. A key safety initiative focused on ensuring that all employees are receiving required safety training. 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-sized cities in Washington.

The City's Wellness Program continues to be an award winning program and the events provided in 2012 are on target to earn a 13th Association of Washington Cities WellCity Award. This Award provides an additional benefit of reducing the City's premiums for medical, dental and vision coverage by 2% in 2012.

2013 PROGRAMS, GOALS AND PRIORITIES

- Implement contract renewals with the City's three represented groups. They are AFSCME 618-L, the Lacey Police Guild, and the Lacey Police Management Association.
- Implement required Health Care Reform Act changes to the City's medical insurance plans; look for opportunities to introduce options to employees 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	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Human Resources				
General Services				
001-0701-516.10-01	Salaries-Regular	267,694	329,353	336,292
001-0701-516.10-05	Salaries-Overtime	29	-	-
001-0701-516.20-01	Employer Paid Benefits	99,368	126,178	149,645
001-0701-516.31-01	Office & Operating Supply	4,161	10,275	10,275
001-0701-516.31-04	Supplies - Testing/Exam	7,848	15,060	15,060
001-0701-516.41-01	Prof. Svc-Other	-	500	500
001-0701-516.41-03	Prof. Svc-Consultant	83,025	42,500	42,500
001-0701-516.41-04	EAP/SPS Labor Management	5,825	5,073	5,073
001-0701-516.43-01	Transportation/Per Diem	2,406	2,800	2,800
001-0701-516.43-02	Dues, Subscriptions, Publ	1,515	2,700	2,700
001-0701-516.43-03	Registrations	1,659	1,725	1,725
001-0701-516.44-01	Adv/Full-Time Position	14,885	30,000	30,000
001-0701-516.44-02	Adv/Part-Time Position	6,039	5,000	5,000
001-0701-516.45-02	IMS Rental	19,432	12,365	15,468
001-0701-516.49-02	Printing & Binding	1,306	3,500	3,500
001-0701-516.49-05	Professional Development	13,611	26,590	26,590
001-0701-516.49-56	Emp Perform Recognition	12,365	13,000	13,000
Total General Services		541,168	626,619	660,128
Risk Management/Loss Control				
001-0702-514.10-01	Salaries-Regular	38,576	46,257	29,964
001-0702-514.10-05	Salaries-Overtime	29	-	-
001-0702-514.20-01	Employer Paid Benefits	17,867	21,131	17,178
001-0702-514.41-03	Prof. Svc-Consultant	2,897	5,000	5,000
001-0702-514.42-01	Communications-Telephone	-	150	150
001-0702-514.43-02	Dues, Subscriptions, Publ	957	961	961
001-0702-514.49-17	Pre-employment Medicals	2,550	5,000	5,000
001-0702-514.49-18	Wellness Prog. AWC-Grant	6,934	11,000	11,000
001-0702-514.49-43	Drug & Alcohol Testing	3,292	4,500	4,500
Total Risk Management/Loss Control		73,102	93,999	73,753
Total Human Resources		614,270	720,618	733,881



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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 the Director of Public Affairs and Human Resources, two Management Analysts, and a one half-time Department Assistant III.

BUDGET SUMMARY

The total 2013 budget for Community Services and Public Affairs is **\$437,266**.

2013 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 2013.

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Community Services and Public Affairs				
General Services				
001-0901-513.10-01	Salaries-Regular	227,742	286,897	275,914
001-0901-513.10-05	Salaries-Overtime	1,817	-	-
001-0901-513.10-06	Salaries-Part-Time	578	-	-
001-0901-513.20-01	Employer Paid Benefits	73,468	102,600	101,514
001-0901-513.31-01	Office & Operating Supply	8,181	3,800	3,800
001-0901-513.41-01	Prof. Svc-Other	6,620	15,000	15,000
001-0901-513.43-01	Transportation/Per Diem	98	750	750
001-0901-513.43-02	Dues, Subscriptions, Publ	2,657	2,700	2,700
001-0901-513.43-03	Registrations	41	1,000	1,000
001-0901-513.45-02	IMS Rental	8,423	9,380	12,088
001-0901-513.49-02	Printing & Binding	-	2,500	2,500
001-0901-573.49-12	Special Events	923	1,000	1,000
001-0901-573.49-20	Special Projects	3,226	3,000	3,000
001-0901-573.49-21	LaceyLife Newsletter	9,490	18,000	18,000
001-0901-598.97-52	Pass ThroughGrant	32,041	-	-
Total Community Services and Public Affairs		375,305	446,627	437,266

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 2013 budget for the Finance Department is **\$799,755**. 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.

2013 PROGRAMS, GOALS AND PRIORITIES

- Enhance financial reporting and compliance
- Revenue monitoring, forecasting and enhancement
- Pursue GFOA certification of Lacey's Comprehensive Financial Report
- Continue conversion of 26 DCU's to comply with change in technology being enacted in 2014

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Finance				
General Services				
001-1401-514.10-01	Salaries-Regular	442,758	433,221	468,365
001-1401-514.10-05	Salaries-Overtime	123	850	850
001-1401-514.20-01	Employer Paid Benefits	177,592	220,864	223,910
001-1401-514.31-01	Office & Operating Supply	3,938	5,000	5,000
001-1401-514.41-05	Prof. Svc-Audit	31,775	34,050	42,225
001-1401-514.41-06	Codification/Microfilm	-	-	2,500
001-1401-514.43-01	Transportation/Per Diem	1,308	2,515	2,515
001-1401-514.43-02	Dues, Subscriptions, Publ	877	2,175	2,175
001-1401-514.43-03	Registrations	982	2,450	2,450
001-1401-514.45-02	IMS Rental	33,161	31,700	36,363
001-1401-514.48-01	Rep & Maint-Equipment	-	100	100
001-1401-514.49-02	Printing & Binding	464	3,950	3,950
001-1401-514.49-06	Maintenance Contracts	300	500	500
001-1401-514.49-08	Witness Fee-Court	210	1,000	1,000
001-1401-514.49-09	Interpreter Svcs-Court	5,778	6,500	6,500
001-1401-514.49-30	Software Maintenance	-	1,352	1,352
Total Finance		699,266	746,227	799,755

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 2013 budget for City Attorney is **\$470,663**.

2013 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	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Legal Services				
Legal Services				
001-1501-515.10-01	Salaries-Regular	92,291	94,654	96,593
001-1501-515.20-01	Employer Paid Benefits	7,060	7,241	7,389
001-1501-515.31-01	Office & Operating Supply	631	4,200	4,200
001-1501-515.41-01	Prof. Svc-Other	112,140	114,948	117,822
001-1501-515.41-08	Prof. Svc-Litigation	70	3,000	3,000
001-1501-515.41-09	Prof. Svc-Prosecution	200,140	211,270	214,262
001-1501-515.43-01	Transportation/Per Diem	-	2,000	2,000
001-1501-515.43-02	Dues, Subscriptions, Publ	625	500	500
001-1501-515.43-03	Registrations	-	1,440	1,440
001-1501-515.45-05	Rentals-Other	15,935	13,200	13,557
001-1501-515.49-07	Support Services	13,975	9,900	9,900
Total Legal Services		442,867	462,353	470,663

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 2013 budget for Common Facilities is **\$1,881,594**. 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	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Common Facilities Overhead				
City Hall & Library Operations				
001-1901-514.31-01	Office & Operating Supply	19,177	20,370	20,370
001-1901-514.41-01	Prof. Svc-Other	12,255	40,846	40,846
001-1901-514.42-01	Communications-Telephone	12,096	52,913	52,913
001-1901-514.42-02	Communications-Postage	46,921	56,300	56,300
001-1901-514.45-01	Equipment Rental	19,229	28,251	22,217
001-1901-514.45-02	IMS Rental	697,350	733,261	630,604
001-1901-514.45-03	Copier Rental	33,398	73,700	73,700
001-1901-514.45-08	Lease Miscellaneous	-	500	500
001-1901-514.46-01	Insurance-Liability	339,601	339,601	339,601
001-1901-514.46-02	Insurance-Fire/Property	32,218	32,788	32,788
001-1901-514.46-06	AWC-L & I Pool	13,812	12,294	16,418
001-1901-514.47-01	Utility-Electric	150,661	148,000	148,000
001-1901-514.47-02	Utility-City of Lacey	11,314	9,300	9,300
001-1901-514.47-07	Utility-Solid Waste	1,378	6,000	6,000
001-1901-514.48-01	Rep & Maint-Equipment	2,680	3,700	3,700
001-1901-514.49-02	Printing & Binding	1,287	8,000	8,000
001-1901-514.49-06	Maintenance Contracts	28,069	38,974	38,974
001-1901-514.49-25	Assessments/Taxes	1,652	2,050	2,050
001-1901-514.49-27	Bad Debt Expense	1,711	1,000	1,000
001-1901-572.46-02	Insurance-Fire/Property	8,172	8,317	8,317
001-1901-572.47-01	Utility-Electric	48,594	50,000	50,000
001-1901-572.47-02	Utility-City of Lacey	5,179	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	9,665	-	-
001-1901-591.83-10	Capital Lease interest	2,337	-	-
001-1901-594.66-01	Capital Leases	36,119	-	-
Total City Hall & Library Operations		1,536,324	1,677,651	1,573,084
Maintenance Service Center				
001-1902-514.31-01	Office & Operating Supply	6,980	6,900	6,900
001-1902-514.31-02	Small Tools & Equipment	3,737	4,367	4,367
001-1902-514.31-23	Supplies-Building Maint.	3,785	3,600	3,600
001-1902-514.41-01	Prof. Svc-Other	635	2,200	2,200

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Common Facilities Overhead				
Maintenance Service Center-Cont.				
001-1902-514.41-31	Prof. Svc-Building Maint.	103	1,500	1,500
001-1902-514.42-01	Communications-Telephone	1,629	2,750	2,750
001-1902-514.42-02	Communications-Postage	-	100	100
001-1902-514.43-02	Dues, Subscriptions, Publ	386	400	400
001-1902-514.44-03	Adv/Call for Bids	-	50	50
001-1902-514.45-01	Equipment Rental	19,203	46,885	21,438
001-1902-514.45-02	IMS Rental	80,920	86,335	90,880
001-1902-514.45-03	Copier Rental	2,872	7,125	7,125
001-1902-514.46-02	Insurance-Fire/Property	4,751	4,835	4,835
001-1902-514.47-01	Utility-Electric	35,647	39,000	39,000
001-1902-514.47-02	Utility-City of Lacey	11,203	9,900	9,900
001-1902-514.47-03	Utility-Natural Gas	19,493	22,000	22,000
001-1902-514.47-07	Utility-Solid Waste	25,212	30,000	30,000
001-1902-514.48-01	Rep & Maint-Equipment	1,448	1,000	1,000
001-1902-514.48-03	Rep & Maint-Facilities	7,450	1,000	1,000
001-1902-514.49-02	Printing & Binding	-	150	150
001-1902-514.49-06	Maintenance Contracts	10,654	14,546	14,546
001-1902-514.49-23	Custodial	39,480	43,764	43,764
001-1902-514.49-25	Assessments/Taxes	903	905	905
001-1902-514.49-31	Hardware Maintenance	-	100	100
001-1902-591.75-01	Capital Leases	2,794	-	-
001-1902-591.83-10	Capital Lease interest	916	-	-
Total Maintenance Service Center		280,201	329,412	308,510
Total Common Facilities Overhead		1,816,525	2,007,063	1,881,594



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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 2013 will be provided by 53 commissioned officers, 9 non-commissioned employees and 3 part-time Community Service Officers. Included is one commissioned officer assigned to the county-wide Drug Unit. Volunteer services are provided by Reserve Officers, Senior Patrol Officers, and the Explorer Post. The department is a partner in the Thurston County DUI Task Force and is aggressive in drug, alcohol and tobacco enforcement. The Lacey Police Department believes in drug and alcohol prevention and education, working with community partners such as TOGETHER, Drug Court, DUI Court, Washington Traffic Safety Commission, and others to help prevent crime and decrease traffic fatalities.

PATROL DIVISION:

The patrol division is made up of one Commander, 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 and traffic 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, three School Resource Officers, one Evidence Technician, 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.

INVESTIGATIONS DIVISION:

The Investigations Division consists of one Commander, one Lieutenant, four Detectives, a Crime Prevention Officer, 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, and the investigation of fraud, forgery and identity theft cases. The Investigations Division has several members trained in officer involved serious incidents and are members of the countywide Officer Involved Protocol Investigative Team.

PROGRAM DESCRIPTIONS:

The Police Department operates a variety of programs to help support our mission to 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, locating evidence, 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 2013 budget for Police is **\$8,665,046**, 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.

2013 PROGRAMS, GOALS AND PRIORITIES

- Enhancement of the department’s intelligence led policing philosophy.
- Continue the close working relationship with the North Thurston Public Schools.
- Identify problem locations and work to reduce calls for service.
- 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.
- Implement a new Records Management System and citizen reporting module.
- Monitor effectiveness of the Red Light Camera Intersection Safety Program.
- Increase participation in the Multi-Family Crime Reduction Program.
- Reduce incidents of property crime.
- Identify and reduce gang activity using a “no tolerance” approach.

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Police				
General Services				
001-2101-521.10-01	Salaries-Regular	385,037	432,784	350,076
001-2101-521.10-05	Salaries-Overtime	687	500	500
001-2101-521.20-01	Employer Paid Benefits	98,214	115,059	89,614
001-2101-521.20-02	LEOFF Disability-Retired	201,704	210,960	210,960
001-2101-521.31-01	Office & Operating Supply	2,380	2,250	2,250
001-2101-521.31-15	Evidence Monies	690	1,000	1,000
001-2101-521.41-01	Prof. Svc-Other	4,200	4,900	4,900
001-2101-521.42-01	Communications-Telephone	5,431	6,000	8,000
001-2101-521.43-02	Dues, Subscriptions, Publ	1,055	1,000	1,100
001-2101-521.45-01	Equipment Rental	11,398	14,712	14,255
001-2101-521.45-02	IMS Rental	7,962	7,987	8,196
001-2101-521.48-01	Rep & Maint-Equipment	-	20	20
001-2101-521.49-27	Bad Debt Expense	150	-	-
Total General Services		718,908	797,172	690,871
Records and Support Services				
001-2102-521.10-01	Salaries-Regular	277,204	289,324	299,437
001-2102-521.10-05	Salaries-Overtime	1,687	5,100	5,100
001-2102-521.10-06	Salaries-Part-Time	-	1,000	1,000
001-2102-521.20-01	Employer Paid Benefits	111,314	130,515	130,422
001-2102-521.31-01	Office & Operating Supply	8,367	8,100	8,100
001-2102-521.31-02	Small Tools & Equipment	129	600	1,100
001-2102-521.31-17	Supplies-Uniform Purchase	552	600	600
001-2102-521.42-01	Communications-Telephone	2,468	2,540	2,540
001-2102-521.43-02	Dues, Subscriptions, Publ	260	275	475
001-2102-521.45-02	IMS Rental	8,215	8,242	8,457
001-2102-521.48-01	Rep & Maint-Equipment	-	100	100
001-2102-521.49-02	Printing & Binding	3,482	4,000	4,000
001-2102-521.49-24	Drug Education-10%	1,936	-	-
001-2102-521.50-04	Contract-RMS System	52,499	109,183	109,183
Total Records and Support Services		468,113	559,579	570,514
Property Control				
001-2103-521.10-01	Salaries-Regular	67,379	71,668	96,667
001-2103-521.10-05	Salaries-Overtime	2,731	1,800	1,800
001-2103-521.20-01	Employer Paid Benefits	18,804	23,341	34,227

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Police				
Property Control-continued				
001-2103-521.31-01	Office & Operating Supply	5,546	2,975	2,975
001-2103-521.31-02	Small Tools & Equipment	318	375	375
001-2103-521.31-17	Supplies-Uniform Purchase	199	250	250
001-2103-521.45-02	IMS Rental	2,203	2,210	2,268
001-2103-521.49-02	Printing & Binding	-	125	125
Total Property Control		97,180	102,744	138,687
Training				
001-2104-521.43-01	Transportation/Per Diem	10,061	15,000	15,000
001-2104-521.43-02	Dues, Subscriptions, Publ	459	450	450
001-2104-521.43-03	Registrations	17,095	15,000	30,000
001-2104-521.43-05	Memorial Fund-McMillen Sr	-	50	50
001-2104-521.49-05	Professional Development	6,004	9,568	26,733
Total Training		33,619	40,068	72,233
Crime Prevention				
001-2105-521.10-01	Salaries-Regular	98,827	103,048	104,376
001-2105-521.10-05	Salaries-Overtime	6,468	6,000	6,000
001-2105-521.20-01	Employer Paid Benefits	24,287	24,874	31,262
001-2105-521.31-01	Office & Operating Supply	2,026	1,965	1,965
001-2105-521.31-10	Supplies-Multi-Housing	310	400	400
001-2105-521.31-17	Supplies-Uniform Purchase	400	400	400
001-2105-521.41-01	Prof. Svc-Other	-	100	100
001-2105-521.42-01	Communications-Telephone	665	1,800	1,800
001-2105-521.43-02	Dues, Subscriptions, Publ	-	100	100
001-2105-521.45-01	Equipment Rental	2,408	3,108	3,012
001-2105-521.48-01	Rep & Maint-Equipment	-	10	10
001-2105-521.49-02	Printing & Binding	3,061	3,500	3,500
001-2105-521.49-10	Uniform Contract/Cleaning	33	400	400
001-2105-521.49-11	Public Education	308	750	750
Total Crime Prevention		138,793	146,455	154,075
Investigation and Apprehension				
001-2106-521.10-01	Salaries-Regular	696,501	656,870	665,804
001-2106-521.10-05	Salaries-Overtime	40,449	56,000	46,000
001-2106-521.20-01	Employer Paid Benefits	160,936	201,130	189,518

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Police				
Investigation and Apprehension-continued				
001-2106-521.31-01	Office & Operating Supply	7,197	6,962	18,156
001-2106-521.31-02	Small Tools & Equipment	984	1,400	1,400
001-2106-521.31-17	Supplies-Uniform Purchase	529	1,500	1,500
001-2106-521.41-01	Prof. Svc-Other	350	500	500
001-2106-521.42-01	Communications-Telephone	5,593	5,040	5,040
001-2106-521.43-02	Dues, Subscriptions, Publ	266	300	300
001-2106-521.45-01	Equipment Rental	27,137	35,027	33,941
001-2106-521.45-02	IMS Rental	3,432	3,443	3,533
001-2106-521.48-01	Rep & Maint-Equipment	26	500	500
001-2106-521.49-02	Printing & Binding	-	100	100
001-2106-521.49-10	Uniform Contract/Cleaning	2,456	4,000	4,000
Total Investigation and Apprehension		945,856	972,772	970,292
Protective Enforcement Patrol				
001-2107-521.10-01	Salaries-Regular	3,188,309	3,352,280	3,335,582
001-2107-521.10-05	Salaries-Overtime	367,390	367,000	327,000
001-2107-521.10-06	Salaries-Part-Time	7,899	9,483	9,677
001-2107-521.20-01	Employer Paid Benefits	926,847	963,469	1,126,453
001-2107-521.31-01	Office & Operating Supply	16,946	16,560	16,560
001-2107-521.31-02	Small Tools & Equipment	2,599	2,442	2,442
001-2107-521.31-05	Firearms/Ammunition	20,194	20,000	18,000
001-2107-521.31-06	Supplies-Water Patrol	382	394	394
001-2107-521.31-07	Supplies-Tactical Team	245	1,249	1,249
001-2107-521.31-08	Supplies-K-9 Unit	1,855	1,875	1,875
001-2107-521.31-17	Supplies-Uniform Purchase	31,865	35,000	35,000
001-2107-521.31-33	Supplies-Tactical Vests	4,850	12,790	12,790
001-2107-521.31-35	Supplies-Replaced Equip	18,888	30,000	30,000
001-2107-521.41-01	Prof. Svc-Other	21,809	43,395	3,000
001-2107-521.42-01	Communications-Telephone	31,739	42,227	40,227
001-2107-521.43-02	Dues, Subscriptions, Publ	275	200	300
001-2107-521.45-01	Equipment Rental	336,604	434,459	420,989
001-2107-521.45-02	IMS Rental	180,671	181,255	185,990
001-2107-521.45-03	Copier Rental	14,466	18,900	18,900
001-2107-521.48-01	Rep & Maint-Equipment	5,109	8,000	8,000
001-2107-521.49-02	Printing & Binding	926	1,754	1,754
001-2107-521.49-10	Uniform Contract/Cleaning	5,882	13,310	13,310

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Police				
Protective Enforcement Patrol-continued				
001-2107-521.49-30	Software Maintenance	3,772	765	2,525
001-2107-521.50-01	Olympia Range	9,300	9,605	10,000
001-2107-591.75-01	Capital Leases	2,954	-	-
001-2107-591.83-10	Capital Lease interest	866	-	-
Total Protective Enforcement Patrol		5,202,642	5,566,412	5,622,017
Traffic				
001-2108-521.10-01	Salaries-Regular	162,164	171,056	174,121
001-2108-521.10-05	Salaries-Overtime	18,436	23,500	23,500
001-2108-521.20-01	Employer Paid Benefits	43,121	49,539	54,366
001-2108-521.31-01	Office & Operating Supply	1,135	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	338	1,200	1,200
001-2108-521.43-02	Dues, Subscriptions, Publ	-	50	50
001-2108-521.45-01	Equipment Rental	28,708	37,054	35,905
001-2108-521.45-08	Lease Miscellaneous	115,613	113,685	113,685
001-2108-521.48-01	Rep & Maint-Equipment	-	200	200
001-2108-521.49-10	Uniform Contract/Cleaning	50	400	400
Total Traffic		369,565	399,134	405,877
Volunteers				
001-2109-521.10-01	Salaries-Regular	30,037	31,019	21,856
001-2109-521.10-05	Salaries-Overtime	-	3,500	3,500
001-2109-521.20-01	Employer Paid Benefits	7,786	8,336	6,504
001-2109-521.31-01	Office & Operating Supply	659	450	750
001-2109-521.31-02	Small Tools & Equipment	-	125	125
001-2109-521.31-18	Uniforms	2,935	2,525	2,525
001-2109-521.43-01	Transportation/Per Diem	-	400	400
001-2109-521.43-02	Dues, Subscriptions, Publ	500	500	500
001-2109-521.43-03	Registrations	-	70	1,070
001-2109-521.49-10	Uniform Contract/Cleaning	162	750	750
001-2109-521.49-57	Senior Patrol	514	2,500	2,500
Total Volunteers		42,593	50,175	40,480
Total Police		8,017,269	8,634,511	8,665,046

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 2013 budget for Public Works Administration is **\$78,770**. Some operating costs are recovered through the assessment of plan fees and charges to utilities or projects.

2013 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	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Public Works Support Services				
General Services				
001-3101-532.10-01	Salaries-Regular	33,332	32,896	33,234
001-3101-532.10-05	Salaries-Overtime	40	200	200
001-3101-532.20-01	Employer Paid Benefits	9,394	10,711	10,839
001-3101-532.31-01	Office & Operating Supply	4,386	7,850	7,850
001-3101-532.31-02	Small Tools & Equipment	-	461	461
001-3101-532.31-27	Software Upgrade	420	1,500	1,500
001-3101-532.41-01	Prof. Svc-Other	1,410	1,000	1,000
001-3101-532.41-06	Codification/Microfilm	-	2,950	2,950
001-3101-532.43-01	Transportation/Per Diem	-	250	250
001-3101-532.43-02	Dues, Subscriptions, Publ	5,214	5,700	5,700
001-3101-532.43-03	Registrations	175	500	500
001-3101-532.45-01	Equipment Rental	5,243	5,536	4,245
001-3101-532.45-02	IMS Rental	6,050	8,222	7,741
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		65,664	80,076	78,770

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 2013 budget for Public Works Engineering is **\$2,829,671**. Some operating costs are recovered through the assessment of plan fees and charges to utilities or projects.

2013 PROJECTS, GOALS AND PRIORITIES

- Plan and execute the 2013 Street Overlay.
- Construct the Golf Club Road Extension and 3rd Avenue Overlay.
- Continue preparation of the Interchange Justification Report (IJR) for the Marvin Road and Martin Way Interchanges.
- Begin the first phase of traffic signal controller and cabinet upgrades (Smart Corridors).
- Complete design and right-of-way acquisition for the Hogum Bay Road Improvements.
- Complete design and begin right-of-way acquisition for the College Street and 22nd Ave Roundabout.
- Construct the Willamette Drive and 31st Ave Roundabout.
- Start design of the Martin Way and Hoh Street Intersection Improvements.
- Construct the Yelm Highway sidewalk connection.
- Complete design of the Marvin Road and Hawks Prairie Road multi-lane roundabout.
- Start design for the Marvin Road and Britton Parkway Roundabout Improvements.
- Install pedestrian signals at the One-Way Couplet crosswalks.
- Construct the Lebanon Street Extension.

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Public Works Engineering Division				
General Services				
001-3201-532.10-01	Salaries-Regular	432,729	359,667	350,614
001-3201-532.10-05	Salaries-Overtime	2,025	3,000	3,000
001-3201-532.10-06	Salaries-Part-Time	197	-	-
001-3201-532.20-01	Employer Paid Benefits	142,584	140,613	146,710
001-3201-532.20-03	Unemployment Compensation	4,394	-	-
001-3201-532.31-01	Office & Operating Supply	9,235	12,000	12,000
001-3201-532.31-02	Small Tools & Equipment	1,871	2,500	2,500
001-3201-532.31-17	Supplies-Uniform Purchase	1,670	3,000	3,000
001-3201-532.31-27	Software Upgrade	93	2,174	2,174
001-3201-532.41-01	Prof. Svc-Other	800	1,600	1,600
001-3201-532.42-01	Communications-Telephone	5,084	9,750	9,750
001-3201-532.43-01	Transportation/Per Diem	5,847	3,000	3,000
001-3201-532.43-02	Dues, Subscriptions, Publ	2,411	1,775	1,775
001-3201-532.43-03	Registrations	3,481	5,670	5,670
001-3201-532.45-01	Equipment Rental	57,082	66,231	91,919
001-3201-532.45-02	IMS Rental	57,424	59,584	57,318
001-3201-532.45-08	Lease Miscellaneous	551	7,720	7,720
001-3201-532.48-02	Rep & Maint-Equip Non-Pwr	1,379	1,020	1,020
001-3201-532.49-02	Printing & Binding	-	2,400	2,400
001-3201-532.49-03	Recording Fees	266	2,800	2,800
001-3201-532.49-06	Maintenance Contracts	2,328	5,698	5,698
001-3201-532.49-10	Uniform Contract/Cleaning	-	200	200
001-3201-532.49-30	Software Maintenance	21,300	23,000	23,000
001-3201-591.75-01	Capital Leases	5,621	-	-
001-3201-591.83-10	Capital Lease interest	608	-	-
Total General Services		758,980	713,402	733,868
Transportation Engineering				
001-3202-532.10-01	Salaries-Regular	255,208	310,805	347,717
001-3202-532.10-05	Salaries-Overtime	1,349	3,000	3,000
001-3202-532.10-06	Salaries-Part-Time	7,209	9,700	9,953
001-3202-532.20-01	Employer Paid Benefits	89,020	116,738	133,004
001-3202-532.31-01	Office & Operating Supply	440	700	700
001-3202-532.31-02	Small Tools & Equipment	-	300	300
001-3202-532.31-03	Traffic Counting Supplies	1,313	1,010	1,010
001-3202-532.31-17	Supplies-Uniform Purchase	-	75	75

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Public Works Engineering Division				
Transportation Engineering-continued				
001-3202-532.41-02	Prof. Svc-Engineering	1,875	2,000	2,000
001-3202-532.43-01	Transportation/Per Diem	5	250	250
001-3202-532.43-02	Dues, Subscriptions, Publ	628	1,250	1,250
001-3202-532.43-03	Registrations	2,284	500	500
001-3202-532.45-01	Equipment Rental	2,901	3,366	4,672
001-3202-532.49-02	Printing & Binding	-	180	180
Total Transportation Engineering		362,232	449,874	504,611
Water Utility Engineering				
001-3203-532.10-01	Salaries-Regular	151,650	219,844	204,223
001-3203-532.10-05	Salaries-Overtime	3,102	8,000	8,000
001-3203-532.10-06	Salaries-Part-Time	-	3,980	3,980
001-3203-532.20-01	Employer Paid Benefits	55,181	84,273	86,772
Total Water Utility Engineering		209,933	316,097	302,975
Wastewater Utility Engineering				
001-3204-532.10-01	Salaries-Regular	139,974	177,867	161,561
001-3204-532.10-05	Salaries-Overtime	2,463	10,000	10,000
001-3204-532.10-06	Salaries-Part-Time	-	3,980	4,084
001-3204-532.20-01	Employer Paid Benefits	50,046	67,242	69,221
Total Wastewater Utility Engineering		192,483	259,089	244,866
Stormwater Utility Engineering				
001-3205-532.10-01	Salaries-Regular	118,206	110,118	101,313
001-3205-532.10-05	Salaries-Overtime	1,245	2,000	2,000
001-3205-532.20-01	Employer Paid Benefits	41,910	41,654	42,719
Total Stormwater Utility Engineering		161,361	153,772	146,032
Project Engineering				
001-3206-532.10-01	Salaries-Regular	610,503	579,253	617,402
001-3206-532.10-05	Salaries-Overtime	20,801	10,000	10,000
001-3206-532.10-06	Salaries-Part-Time	12,363	550	550
001-3206-532.20-01	Employer Paid Benefits	248,380	243,473	269,367
Total Project Engineering		892,047	833,276	897,319
Total Public Works Engineering Division		2,577,036	2,725,510	2,829,671



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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 17 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 2013 budget for Parks, Grounds, and Facilities Maintenance is **\$2,440,267**. 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.

2013 PROJECTS, GOALS AND PRIORITIES

- Develop innovative maintenance techniques to maximize efficiency.
- Develop resource and operations plans for the Parks Maintenance Team.
- Maintain or improve current service levels.

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Public Works Parks Maintenance Division				
General Services				
001-3301-576.10-01	Salaries-Regular	298,781	187,576	208,898
001-3301-576.10-05	Salaries-Overtime	2,847	3,000	3,000
001-3301-576.10-06	Salaries-Part-Time	19,519	15,033	15,767
001-3301-576.20-01	Employer Paid Benefits	125,457	76,341	90,684
001-3301-576.20-03	Unemployment Compensation	32,435	25,500	25,500
001-3301-576.31-01	Office & Operating Supply	7,263	7,672	10,672
001-3301-576.31-17	Supplies-Uniform Purchase	6,469	6,385	6,385
001-3301-576.42-01	Communications-Telephone	1,877	5,925	5,925
001-3301-576.43-01	Transportation/Per Diem	356	2,820	2,820
001-3301-576.43-02	Dues, Subscriptions, Publ	707	835	835
001-3301-576.43-03	Registrations	3,208	1,792	4,292
001-3301-576.45-01	Equipment Rental	19,750	15,480	19,293
001-3301-576.45-02	IMS Rental	9,958	8,469	10,314
001-3301-576.49-10	Uniform Contract/Cleaning	17	2,342	2,342
001-3301-576.49-35	CDL-Physicals/Licenses	1,648	958	958
001-3301-576.50-02	Common Facilities-1902	28,020	32,941	30,397
Total General Services		558,312	393,069	438,082
Utilities/Right of Way				
001-3302-576.10-01	Salaries-Regular	146,645	216,420	196,258
001-3302-576.10-05	Salaries-Overtime	391	600	600
001-3302-576.10-06	Salaries-Part-Time	70,407	75,165	73,581
001-3302-576.20-01	Employer Paid Benefits	87,645	126,511	121,631
001-3302-576.31-01	Office & Operating Supply	36,193	36,250	36,250
001-3302-576.31-02	Small Tools & Equipment	1,745	1,675	1,675
001-3302-576.41-01	Prof. Svc-Other	12,878	13,468	13,468
001-3302-576.42-01	Communications-Telephone	897	1,490	1,490
001-3302-576.45-01	Equipment Rental	51,454	40,332	50,266
001-3302-576.47-01	Utility-Electric	1,376	1,300	1,300
001-3302-576.47-02	Utility-City of Lacey	56,320	49,000	49,000
001-3302-576.48-01	Rep & Maint-Equipment	1,593	2,617	2,617
001-3302-576.48-15	Repairs & Maint - Grounds	1,817	1,350	1,350
Total Utilities/Right of Way		469,361	566,178	549,486

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Public Works Parks Maintenance Division				
Building/Structures/Grounds				
001-3303-576.10-01	Salaries-Regular	288,396	368,300	374,826
001-3303-576.10-05	Salaries-Overtime	197	1,500	1,500
001-3303-576.10-06	Salaries-Part-Time	94,222	100,220	99,859
001-3303-576.20-01	Employer Paid Benefits	156,469	193,512	206,004
001-3303-576.31-01	Office & Operating Supply	46,114	55,470	55,470
001-3303-576.31-02	Small Tools & Equipment	5,422	5,323	5,323
001-3303-576.34-01	Fuel	6,358	4,238	4,238
001-3303-576.41-01	Prof. Svc-Other	15,813	16,882	16,882
001-3303-576.42-01	Communications-Telephone	287	950	950
001-3303-576.45-01	Equipment Rental	172,445	135,170	168,461
001-3303-576.45-05	Rentals-Other	4,784	6,300	6,300
001-3303-576.46-02	Insurance-Fire/Property	4,727	4,811	4,811
001-3303-576.47-01	Utility-Electric	19,242	14,000	14,000
001-3303-576.47-02	Utility-City of Lacey	67,331	76,000	76,000
001-3303-576.48-01	Rep & Maint-Equipment	2,524	4,000	4,000
001-3303-576.48-03	Rep & Maint-Facilities	502	512	512
Total Building/Structures/Grounds		884,833	987,188	1,039,136
Rainier Vista Park				
001-3304-576.10-01	Salaries-Regular	72,712	73,144	99,362
001-3304-576.10-05	Salaries-Overtime	41	1,000	1,000
001-3304-576.10-06	Salaries-Part-Time	44,202	60,132	57,813
001-3304-576.20-01	Employer Paid Benefits	32,252	36,842	54,738
001-3304-576.31-01	Office & Operating Supply	51,341	45,310	45,310
001-3304-576.31-02	Small Tools & Equipment	889	1,350	1,350
001-3304-576.41-01	Prof. Svc-Other	895	596	596
001-3304-576.42-01	Communications-Telephone	1,828	1,514	1,514
001-3304-576.45-01	Equipment Rental	36,038	96,562	95,060
001-3304-576.45-02	IMS Rental	1,402	1,562	3,170
001-3304-576.46-02	Insurance-Fire/Property	1,779	1,810	1,810
001-3304-576.47-01	Utility-Electric	9,017	6,500	6,500
001-3304-576.47-02	Utility-City of Lacey	36,915	38,000	38,000
001-3304-576.47-07	Utility-Solid Waste	4,894	5,700	5,700
001-3304-576.48-01	Rep & Maint-Equipment	442	950	950

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Public Works Parks Maintenance Division				
Rainier Vista Park - continued				
001-3304-576.48-03	Rep & Maint-Facilities	-	450	450
001-3304-576.49-23	Custodial	-	240	240
Total Rainier Vista Park		294,647	371,662	413,563
Total Public Works Parks Maintenance Division		2,207,153	2,318,097	2,440,267

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 2013 budget is **\$436,754**. The department is staffed by one Senior Maintenance Technician and one Seasonal Assistant.

2013 PROJECTS, GOALS AND PRIORITIES

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

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Public Works Facilities Maintenance Division				
Facilities Maintenance				
001-3601-514.31-23	Supplies-Building Maint.	4,748	1,650	1,650
001-3601-514.31-24	Small Tools & Equip-Grnds	450	400	400
001-3601-514.31-29	Supplies-Grounds Maint.	3,801	3,930	3,930
001-3601-514.41-31	Prof. Svc-Building Maint.	30,276	6,870	6,870
001-3601-514.41-39	Prof. Svc-Tree Evaluation	898	585	585
001-3601-514.48-01	Rep & Maint-Equipment	38	-	-
001-3601-514.48-03	Rep & Maint-Facilities	37,975	41,094	37,450
001-3601-514.48-10	Rep & Maint-Equip-Grnds	131	200	200
001-3601-514.49-06	Maintenance Contracts	28,858	37,560	40,260
001-3601-514.49-23	Custodial	100,135	136,920	136,920
001-3601-519.10-01	Salaries-Regular	65,141	59,197	60,651
001-3601-519.10-05	Salaries-Overtime	2,514	1,000	1,000
001-3601-519.10-06	Salaries-Part-Time	12,378	13,920	15,767
001-3601-519.20-01	Employer Paid Benefits	32,279	32,096	34,350
001-3601-519.20-03	Unemployment Compensation	4,012	600	600
001-3601-519.31-17	Supplies-Uniform Purchase	-	500	500
001-3601-519.42-01	Communications-Telephone	426	741	741
001-3601-519.43-01	Transportation/Per Diem	-	500	500
001-3601-519.43-03	Registrations	55	345	345
001-3601-519.45-01	Equipment Rental	10,401	11,645	7,527
001-3601-519.45-02	IMS Rental	1,423	1,462	1,533
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.	2,645	5,385	5,385
001-3601-572.31-24	Small Tools & Equip-Grnds	550	503	503
001-3601-572.31-29	Supplies-Grounds Maint.	2,392	2,184	2,184
001-3601-572.41-01	Prof. Svc-Other	-	3,420	3,420
001-3601-572.41-31	Prof. Svc-Building Maint.	1,421	2,964	2,964
001-3601-572.48-03	Rep & Maint-Facilities	1,591	16,521	16,521
001-3601-572.48-10	Rep & Maint-Equip-Grnds	169	130	130
001-3601-572.49-06	Maintenance Contracts	16,466	22,220	22,220
001-3601-572.49-23	Custodial - Library	14,451	30,348	30,348
Total Public Works Facilities Maintenance		375,624	436,190	436,754

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 15.75 full-time employee positions.

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 building and land use 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 2013. Both current planning projects and construction activity are back to historic levels prior to the high of 2006. The Department does anticipate 2013 activity to remain steady and consistent with historic levels.

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 administering the citizen involvement process for compliance with the Growth Management Act. Advanced Planning is dedicated primarily to drafting public land use policy, ensuring compliance with the State Growth Management Act, and fostering inter-jurisdictional planning efforts. Due to recent and ongoing legislative and administrative actions at the State level, amendments to the City Comprehensive Plan and ordinances need constant analysis 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 and commercial development has slightly increased in 2012 and is expected to continue in 2013. 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 2013 budget for Community Development is **\$1,970,916**. The Department has generally been able to fund all expenses from permit and fee revenues assessed for City services. Due to the current economic downturn, revenues from permits has been reduced.

2013 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.
- Complete the Woodland District Strategy Plan.
- Complete the Depot District Sub-Area Plan.
- Update the Economic Development Plan and identify 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.
- Complete 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	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Planning and Community Development				
General Services				
001-3701-558.10-01	Salaries-Regular	422,064	438,638	462,396
001-3701-558.10-05	Salaries-Overtime	4,752	5,000	5,000
001-3701-558.20-01	Employer Paid Benefits	162,150	182,319	187,941
001-3701-558.31-01	Office & Operating Supply	6,465	6,500	6,500
001-3701-558.31-27	Software Upgrade	-	2,174	2,174
001-3701-558.41-01	Prof. Svc-Other	-	10,000	-
001-3701-558.41-12	Special Needs Interpreter	-	500	500
001-3701-558.41-24	Tree Protection Specialist	15,663	38,000	32,000
001-3701-558.43-01	Transportation/Per Diem	2,493	3,500	3,500
001-3701-558.43-02	Dues, Subscriptions, Publ	2,240	3,000	3,000
001-3701-558.43-03	Registrations	3,851	3,300	3,300
001-3701-558.44-05	Adv/Public Hearings	9,374	14,000	14,000
001-3701-558.45-02	IMS Rental	77,366	69,420	80,487
001-3701-558.49-02	Printing & Binding	-	4,000	4,000
001-3701-558.49-20	Special Projects	9,472	11,500	10,000
001-3701-558.49-30	Software Maintenance	2,606	-	-
Total General Services		718,496	791,851	814,798
Building Codes				
001-3702-524.10-01	Salaries-Regular	587,436	606,057	632,436
001-3702-524.10-05	Salaries-Overtime	1,049	13,000	13,000
001-3702-524.10-06	Salaries-Part-Time	-	6,200	6,200
001-3702-524.20-01	Employer Paid Benefits	226,485	256,553	275,202
001-3702-524.31-01	Office & Operating Supply	7,239	22,750	22,750
001-3702-524.41-01	Prof Svc-Other	17,148	55,000	55,000
001-3702-524.41-06	Codification/Microfilm	-	8,000	8,000
001-3702-524.41-35	Prof Svc-Hazard Abatement	-	5,000	5,000
001-3702-524.42-01	Communications-Telephone	3,146	2,400	2,400
001-3702-524.43-01	Transportation/Per Diem	222	3,100	3,100
001-3702-524.43-02	Dues, Subscriptions, Publ	1,190	11,715	11,715
001-3702-524.43-03	Registrations	1,210	3,000	3,000
001-3702-524.45-01	Equipment Rental	23,481	26,849	24,865
001-3702-524.49-02	Printing & Binding	141	800	800
Total Building Codes		868,747	1,020,424	1,063,468

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Planning and Community Development				
Hearings Examiner				
001-3703-558.10-01	Salaries-Regular	33,641	35,142	37,558
001-3703-558.10-05	Salaries-Overtime	242	500	500
001-3703-558.20-01	Employer Paid Benefits	12,421	13,950	14,592
001-3703-558.31-01	Office & Operating Supply	-	2,500	2,500
001-3703-558.41-10	Prof/Hearings Examiner	43,008	36,000	36,000
001-3703-558.44-05	Adv/Public Hearings	-	1,500	1,500
Total Hearings Examiner		89,312	89,592	92,650
Total Planning and Community Development		1,676,555	1,901,867	1,970,916

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 2013. 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 **\$1,034,998**.

2013 PROJECTS, GOALS AND PRIORITIES

- 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.
- Commence with initial water rights mitigation efforts in the Deschutes basin at a resource property.

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Public Works Water Resource Division				
General Services				
001-3801-532.10-01	Salaries-Regular	138,161	147,692	159,536
001-3801-532.20-01	Employer Paid Benefits	51,829	61,855	65,350
001-3801-532.20-03	Unemployment Compensation	4,552	-	-
001-3801-532.31-01	Office & Operating Supply	1,550	8,000	8,000
001-3801-532.31-02	Small Tools & Equipment	1,736	5,000	5,000
001-3801-532.31-17	Supplies-Uniform Purchase	247	500	500
001-3801-532.31-27	Software Upgrade	8,176	6,000	-
001-3801-532.41-01	Prof. Svc-Other	232	1,500	1,500
001-3801-532.42-01	Communications-Telephone	293	100	300
001-3801-532.42-02	Communications-Postage	-	3,000	3,000
001-3801-532.43-01	Transportation/Per Diem	1,831	4,000	4,000
001-3801-532.43-02	Dues, Subscriptions, Publ	3,207	2,800	2,800
001-3801-532.43-03	Registrations	3,818	5,000	5,000
001-3801-532.45-01	Equipment Rental	12,184	13,571	13,873
001-3801-532.45-02	IMS Rental	18,497	15,752	24,570
001-3801-532.48-01	Rep & Maint-Equipment	-	350	350
001-3801-532.49-02	Printing & Binding	-	3,500	4,000
001-3801-532.49-03	Recording Fees	396	300	300
001-3801-532.49-30	Software Maintenance	2,393	-	7,100
Total General Services		249,102	278,920	305,179
Water Utility				
001-3803-532.10-01	Salaries-Regular	185,078	172,756	179,347
001-3803-532.10-05	Salaries-Overtime	979	5,200	5,200
001-3803-532.10-06	Salaries-Part-Time	14,013	13,026	13,026
001-3803-532.20-01	Employer Paid Benefits	72,111	67,261	73,618
Total Water Utility		272,181	258,243	271,191
Wastewater Utility				
001-3804-532.10-01	Salaries-Regular	26,726	43,254	45,132
001-3804-532.10-05	Salaries-Overtime	-	500	500
001-3804-532.10-06	Salaries-Part-Time	2,155	3,200	3,200
001-3804-532.20-01	Employer Paid Benefits	11,137	18,657	19,207
Total Wastewater Utility		40,018	65,611	68,039

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Public Works Water Resource Division				
Stormwater Utility				
001-3805-532.10-01	Salaries-Regular	120,520	127,245	131,629
001-3805-532.10-05	Salaries-Overtime	2,252	3,000	3,000
001-3805-532.10-06	Salaries-Part-Time	13,368	22,491	20,691
001-3805-532.20-01	Employer Paid Benefits	54,459	60,369	61,999
Total Stormwater Utility		190,599	213,105	217,319
Water Resource Projects				
001-3806-532.10-01	Salaries-Regular	109,252	123,879	122,499
001-3806-532.10-05	Salaries-Overtime	353	500	500
001-3806-532.10-06	Salaries-Part-Time	-	500	500
001-3806-532.20-01	Employer Paid Benefits	40,371	49,485	49,771
Total Water Resource Projects		149,976	174,364	173,270
Total Public Works Water Resource Division		901,876	990,243	1,034,998



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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, five Recreation Supervisors, three 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 2013 budget for Parks and Recreation is **\$2,212,001**. 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 (NTPS).

The City does not offer its own specialized recreation program, but contributes financial support, as do the cities of Olympia and Tumwater, to Thurston County to manage this county-wide program.

2013 PROGRAMS, GOALS AND PRIORITIES

- General Services: Provide for the continued operations of the Senior Center Services while construction is in progress. Develop a funding strategy and raise funds to the Depot Museum.
- 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. Enhance the look of our online registration.
- Aquatics: Increase marketing and promotion of current programs to increase registration and generate sufficient revenue for the Pool Agreement with NTPS.
- Physical Activities/Sports: Increase sponsorship revenues and volunteer recruitment to enhance current programs.
- Cultural Arts and Education: Expand program offerings.
- Outdoor Activities: Work in partnership with the local sponsors and volunteers to offer the youth fishing program. Offer new outdoor programs targeted to seniors and families.
- Fitness: Actively market programs. Offer "current" programs for wider audience appeal. Use contracted instructors to improve service to participants.
- Special Events/Activities: Expand visibility with more advertising, offer an event at a different location, and improve year-round special events to attract more participants.

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Parks and Recreation				
General Services				
001-7401-574.10-01	Salaries-Regular	123,670	139,623	134,196
001-7401-574.10-06	Salaries-Part-Time	-	-	500
001-7401-574.20-01	Employer Paid Benefits	40,671	47,756	49,904
001-7401-574.31-01	Office & Operating Supply	1,321	1,500	3,000
001-7401-574.31-02	Small Tools & Equipment	860	1,000	1,000
001-7401-574.35-35	Replaced Equipment	-	-	12,500
001-7401-574.41-01	Prof. Svc-Other	24,856	19,000	12,000
001-7401-574.41-40	Prof. Svc-Milfoil Project	471	1,500	1,500
001-7401-574.43-01	Transportation/Per Diem	54	128	78
001-7401-574.43-02	Dues, Subscriptions, Publ	1,140	977	1,177
001-7401-574.43-03	Registrations	314	600	650
001-7401-574.44-02	Adv/Part-time Position	-	200	-
001-7401-574.45-01	Equipment Rental	2,221	2,700	3,792
001-7401-574.45-02	IMS Rental	9,223	10,018	9,821
001-7401-574.45-05	Rentals-Other	-	-	100
001-7401-574.48-01	Rep & Maint-Equipment	-	50	200
001-7401-574.49-02	Printing & Binding	-	200	50
001-7401-574.49-05	Professional Development	-	3,000	-
001-7401-574.49-06	Maintenance Contracts	-	50	50
001-7401-574.49-25	Assessments/Taxes	14,258	13,400	13,400
001-7401-574.49-30	Software Maintenance	-	1,675	1,675
001-7401-574.60-17	Replacement Reserves	8,662	16,670	12,500
Total General Services		227,721	260,047	258,093
Youth/Teens				
001-7402-574.10-01	Salaries-Regular	116,325	120,519	109,867
001-7402-574.10-05	Salaries-Overtime	737	2,000	2,000
001-7402-574.10-06	Salaries-Part-Time	116,701	120,080	127,330
001-7402-574.20-01	Employer Paid Benefits	63,831	70,138	69,976
001-7402-574.31-01	Office & Operating Supply	17,187	15,900	16,300
001-7402-574.31-02	Small Tools & Equipment	4,797	4,950	4,950
001-7402-574.41-01	Prof. Svc-Other	138,870	121,641	123,811
001-7402-574.45-05	Rentals-Other	39	-	-
001-7402-574.45-06	Rentals-School Facilities	4,100	5,155	5,155

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Parks and Recreation				
Youth/Teens - continued				
001-7402-574.49-02	Printing & Binding	682	880	880
Total Youth/Teens		463,269	461,263	460,269
Recreation Administration				
001-7403-574.10-01	Salaries-Regular	148,611	155,529	176,531
001-7403-574.10-05	Salaries-Overtime	1,075	4,300	2,300
001-7403-574.10-06	Salaries-Part-Time	12,558	12,340	14,340
001-7403-574.20-01	Employer Paid Benefits	68,085	77,362	85,557
001-7403-574.31-01	Office & Operating Supply	6,038	7,500	7,000
001-7403-574.31-02	Small Tools & Equipment	512	500	500
001-7403-574.31-17	Supplies-Uniforms	-	500	500
001-7403-574.41-01	Prof. Svc-Other	12,291	9,500	10,000
001-7403-574.41-37	Prof Svc-Sunshine Program	8,055	8,200	8,055
001-7403-574.42-01	Communications-Telephone	1,550	2,000	2,000
001-7403-574.42-02	Postage	141	-	145
001-7403-574.42-03	Communications-Recreation	45,792	64,450	51,200
001-7403-574.43-01	Transportation/Per Diem	1,371	1,201	1,201
001-7403-574.43-02	Dues, Subscriptions, Publ	786	725	725
001-7403-574.43-03	Registrations	1,587	4,180	4,180
001-7403-574.44-02	Adv/Part-time Position	492	850	850
001-7403-574.45-01	Equipment Rental	18,842	22,698	31,879
001-7403-574.45-02	IMS Rental	23,838	29,480	28,902
001-7403-574.45-05	Rentals-Other	11,694	1	1,276
001-7403-574.45-06	Rentals-School Facilities	-	800	800
001-7403-574.49-02	Printing & Binding	163	2,700	2,700
001-7403-574.49-06	Maintenance Contracts	13,431	9,250	13,500
001-7403-574.49-25	Assessments/Taxes	6,072	900	9,900
001-7403-574.49-58	Misc-Scholarships	8,773	6,678	6,678
Total Recreation Administration		391,757	421,644	460,719
Aquatics				
001-7404-574.10-01	Salaries-Regular	65,289	68,642	92,017
001-7404-574.10-05	Salaries-Overtime	3,698	1,000	1,000
001-7404-574.10-06	Salaries-Part-Time	116,496	106,500	112,000
001-7404-574.20-01	Employer Paid Benefits	41,551	42,827	50,529

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Parks and Recreation				
Aquatics - continued				
001-7404-574.31-01	Office & Operating Supply	6,395	7,050	7,050
001-7404-574.31-02	Small Tools & Equipment	3,473	2,500	3,500
001-7404-574.41-11	Prof. Svc-Recreational	1,044	200	1,000
001-7404-574.43-01	Transportation/Per Diem	-	200	200
001-7404-574.43-03	Registrations	-	200	200
001-7404-574.45-09	North Thurston Pool Agree	95,903	100,000	100,000
001-7404-574.60-17	Replacement Reserves	-	2,300	-
Total Aquatics		333,849	331,419	367,496
Physical Activities				
001-7405-574.10-01	Salaries-Regular	105,407	108,542	85,945
001-7405-574.10-05	Salaries-Overtime	1,019	1,000	1,000
001-7405-574.10-06	Salaries-Part-Time	33,551	38,836	39,836
001-7405-574.20-01	Employer Paid Benefits	47,851	51,708	40,783
001-7405-574.20-03	Unemployment Compensation	3,225	-	-
001-7405-574.31-01	Office & Operating Supply	10,215	16,750	16,500
001-7405-574.31-02	Small Tools & Equipment	3,676	5,650	5,900
001-7405-574.41-11	Prof. Svc-Recreational	56,518	42,150	42,150
001-7405-574.43-03	Registrations	45	-	-
001-7405-574.45-05	Rentals-Other	3,688	17,880	16,605
001-7405-574.45-06	Rentals-School Facilities	28,119	35,805	35,805
001-7405-574.48-01	Rep & Maint-Equipment	215	600	600
001-7405-574.49-02	Printing & Binding	2,037	3,550	3,550
001-7405-574.60-17	Replacement Reserves	3,738	3,915	-
Total Physical Activities		299,304	326,386	288,674
Cultural Arts and Education				
001-7406-574.10-01	Salaries-Regular	15,199	15,977	16,716
001-7406-574.10-06	Salaries-Part-Time	17,095	19,418	19,418
001-7406-574.20-01	Employer Paid Benefits	9,041	11,190	10,249
001-7406-574.20-03	Unemployment Compensation	167	-	-
001-7406-574.31-01	Office & Operating Supply	883	2,600	2,820
001-7406-574.31-02	Small Tools & Equipment	159	1,000	1,000
001-7406-574.41-01	Prof. Svc-Other	21,678	18,000	18,000

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Parks and Recreation				
Cultural Arts and Education - continued				
001-7406-574.44-02	Adv/Part-time Position	-	50	-
001-7406-574.45-05	Rentals-Other	3,866	6,000	5,000
001-7406-574.45-06	Rentals-School Facilities	544	1,000	1,000
001-7406-574.49-02	Printing & Binding	-	20	-
Total Cultural Arts and Education		68,632	75,255	74,203
Outdoor Activities				
001-7407-574.10-01	Salaries-Regular	13,361	14,047	14,404
001-7407-574.10-05	Salaries-Overtime	372	200	200
001-7407-574.10-06	Salaries-Part-Time	5,073	6,500	6,500
001-7407-574.20-01	Employer Paid Benefits	5,599	6,232	5,327
001-7407-574.20-03	Unemployment Compensation	-	100	100
001-7407-574.31-01	Office & Operating Supply	795	1,740	1,740
001-7407-574.31-02	Small Tools & Equipment	239	200	200
001-7407-574.41-01	Prof. Svc-Other	5,990	10,550	10,550
001-7407-574.45-05	Rentals-Other	22	60	60
001-7407-574.45-06	Rentals-School Facilities	-	40	40
Total Outdoor Activities		31,451	39,669	39,121
Fitness				
001-7408-574.10-01	Salaries-Regular	13,359	14,047	20,655
001-7408-574.10-05	Salaries-Overtime	372	100	100
001-7408-574.10-06	Salaries-Part-Time	4,824	6,900	6,900
001-7408-574.20-01	Employer Paid Benefits	5,336	6,277	9,027
001-7408-574.31-01	Office & Operating Supply	248	200	200
001-7408-574.31-02	Small Tools & Equipment	560	1,700	1,700
001-7408-574.41-01	Prof. Svc-Other	9,961	7,900	7,900
001-7408-574.45-05	Rentals-Other	1,689	1,900	1,900
001-7408-574.45-06	Rentals-School Facilities	428	700	700
Total Fitness		36,777	39,724	49,082
Special Events				
001-7409-574.10-01	Salaries-Regular	79,074	82,370	92,862
001-7409-574.10-05	Salaries-Overtime	474	-	-
001-7409-574.10-06	Salaries-Part-Time	5,596	6,000	8,000

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Parks and Recreation				
Special Events - continued				
001-7409-574.20-01	Employer Paid Benefits	40,828	43,996	47,532
001-7409-574.31-01	Office & Operating Supply	6,896	11,700	12,200
001-7409-574.31-02	Small Tools & Equipment	1,767	2,000	2,000
001-7409-574.41-11	Prof. Svc-Recreational	38,758	51,000	44,000
001-7409-574.45-05	Rentals-Other	4,673	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	2,978	3,000	3,000
Total Special Events		181,044	204,816	214,344
Total Parks and Recreation		2,033,804	2,160,223	2,212,001

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Other Operating Expense				
Other Operating Expense				
001-7501-519.69-01	Estimated Ending Fund Bal	-	-	58,590
001-7501-597.02-01	Transfers out	7,455,748	400,000	505,180
Total Other Operating Expense		7,455,748	400,000	563,770
Total Current Expense Fund Expenditures		32,086,422	26,830,053	27,431,573



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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 2013 is **\$589,279**. This budget amount maintains the current level of staffing and services.

2013 PROJECTS, GOALS AND PRIORITIES

- Continue enhancement of the department's policing philosophies.

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Criminal Justice Fund - Revenues</i>				
Revenues				
003-0000-313.70-00	Sales Tax-Crim/Justice	593,596	536,501	537,139
003-0000-336.06-21	Criminal Justice - Pop	9,392	10,708	11,336
003-0000-336.06-26	Special Programs	35,453	36,406	38,804
003-0000-336.06-51	DUI/Other Criminal Asst	9,068	-	-
003-0000-361.11-00	Investment Interest	2,084	2,000	2,000
Total Criminal Justice Fund Revenues		649,593	585,615	589,279

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Criminal Justice Fund - Expenditures</i>				
Police				
Investigation and Apprehension				
003-2106-521.10-01	Salaries-Regular	352,783	370,807	377,009
003-2106-521.10-05	Salaries-Overtime	35,244	26,000	26,000
003-2106-521.20-01	Employer Paid Benefits	107,517	138,455	136,815
003-2106-521.20-03	Unemployment Compensation	1,172	-	-
003-2106-521.31-01	Office & Operating Supply	625	725	725
003-2106-521.31-02	Small Tools & Equipment	983	1,100	1,100
003-2106-521.31-09	Supplies-Bike Patrol	1,262	2,000	2,000
003-2106-521.31-17	Supplies-Uniform Purchase	5,965	10,365	10,365
003-2106-521.41-01	Prof. Svc-Other	1,004	1,620	1,620
003-2106-521.45-01	Equipment Rental	22,447	28,973	28,075
003-2106-521.48-01	Rep & Maint-Equipment	-	500	500
003-2106-521.49-10	Uniform Contract/Cleaning	1,465	2,370	2,370
003-2106-521.49-30	Software Maintenance	-	2,700	2,700
003-2106-521.50-04	Contract-RMS System	36,772	-	-
Total Criminal Justice Fund Expenditures		567,239	585,615	589,279



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COMMUNITY BUILDINGS FUND

The Community Buildings Fund was established to manage revenues and expenditures directly related to operation of two city's 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. The contract was extended and expires in 2023. The City was awarded a \$1 million Community Development Block Grant in 2011 to expand the Senior Center by 5344 square feet. Construction began in May 2012, and is scheduled to be complete by March 2013.

BUDGET SUMMARY

Sixteen 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. This information has been used to project potential revenue in 2013 for both 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 2013 the operating budget will be **\$575,247**. The individual operating and maintenance budgets for each facility are as follows:

- Community Center \$319,286
- Jacob Smith House \$96,643
- Senior Center \$159,318

2013 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 funds necessary to furnish the 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.
- Retain a consulting team to engineer site improvements at the Jacob Smith House, and bid the project for fall 2013 construction. Market the house and grounds for special occasion rentals.

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Community Buildings Fund - Revenues</i>				
Revenues				
005-0000-308.00-00	Estimated Beginning Cash	-	3,785	-
005-0000-311.10-00	Property Taxes-Current	269,239	294,361	350,947
005-0000-361.11-00	Investment Interest	1,205	1,250	1,250
005-0000-362.40-00	Facility Rentals	186,296	181,000	190,000
005-0000-362.60-00	Smith Facility Rentals	42,308	35,000	33,000
005-0000-369.90-00	Other Misc Revenue	60	-	50
005-0000-397.00-00	Transfers In	1,100	-	-
Total Community Buildings Fund Revenue		500,208	515,396	575,247

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Community Buildings Fund - Expenditures</i>				
Parks and Recreation				
Community Center				
005-7601-575.10-01	Salaries-Regular	95,792	102,087	92,321
005-7601-575.10-05	Salaries-Overtime	93	-	-
005-7601-575.10-06	Salaries-Part-Time	14,836	14,880	14,880
005-7601-575.20-01	Employer Paid Benefits	42,497	45,254	44,603
005-7601-575.31-01	Office & Operating Supply	2,543	2,900	2,900
005-7601-575.31-02	Small Tools & Equipment	2,096	3,000	3,000
005-7601-575.31-17	Supplies-Uniform Purchase	447	600	600
005-7601-575.41-01	Prof. Svc-Other	-	7,495	12,400
005-7601-575.42-01	Communications/Telephone	3,164	3,300	3,300
005-7601-575.45-02	IMS Rental	7,728	5,880	5,589
005-7601-575.45-03	Copier Rental	386	1,000	1,000
005-7601-575.46-01	Insurance-Liability	6,644	6,644	6,644
005-7601-575.46-02	Insurance-Fire/Property	3,130	3,185	3,185
005-7601-575.46-06	AWC-L & I Pool	-	-	393
005-7601-575.47-01	Utility-Electric	15,756	16,000	16,000
005-7601-575.47-02	Utility-City of Lacey	6,571	9,000	9,000
005-7601-575.47-03	Utility-Natural Gas	11,117	10,000	10,000
005-7601-575.47-07	Utility-Solid Waste	6,607	6,000	6,000
005-7601-575.48-01	Rep & Maint-Equipment	898	1,000	1,000
005-7601-575.48-10	Rep & Maint-Equip-Grnds	-	103	103
005-7601-575.49-02	Printing & Binding	768	1,000	500
005-7601-575.49-06	Maintenance Contracts	-	1,000	1,000
005-7601-575.49-23	Custodial	4,060	5,000	5,500
005-7601-575.49-25	Assessments/Taxes	10,526	-	-
005-7601-575.49-27	Bad Debt Expense	1,911	-	-
005-7601-575.60-03	Capital Outlays-Improven	-	23,592	13,477
005-7601-597.02-01	Transfers out	22,900	-	-
Total Community Center		260,470	268,920	253,395
Jacob Smith Facility				
005-7602-575.10-01	Salaries-Regular	26,105	24,512	23,427
005-7602-575.10-05	Salaries-Overtime	62	-	-
005-7602-575.10-06	Salaries-Part-Time	6,676	8,732	8,732
005-7602-575.20-01	Employer Paid Benefits	12,801	12,050	12,116
005-7602-575.31-01	Office & Operating Supply	500	1,850	1,550
005-7602-575.31-02	Small Tools & Equipment	1,258	2,500	2,500

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Community Buildings Fund - Expenditures</i>				
Parks and Recreation				
Jacob Smith Facility-continued				
005-7602-575.41-01	Prof. Svc-Other	7,868	8,650	8,650
005-7602-575.42-01	Communications/Telephone	1,889	3,000	3,000
005-7602-575.45-02	IMS Rental	1,504	1,798	1,608
005-7602-575.46-02	Insurance-Fire/Property	415	422	422
005-7602-575.47-01	Utility-Electric	1,721	2,800	2,800
005-7602-575.47-02	Utility-City of Lacey	5,805	8,000	8,000
005-7602-575.47-03	Utility-Natural Gas	2,003	2,500	2,500
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	-	2,000	2,000
005-7602-575.49-02	Printing & Binding	685	800	800
005-7602-575.49-06	Maintenance Contracts	1,128	1,300	1,300
005-7602-575.49-23	Custodial	4,935	4,700	5,000
Total Jacob Smith Facility		75,355	87,979	86,770
Senior Center				
005-7603-555.31-01	Office & Operating Supply	37	100	100
005-7603-555.46-02	Insurance-Fire/Property	1,784	1,816	3,766
005-7603-555.47-01	Utility-Electric	11,893	9,400	24,500
005-7603-555.47-02	Utility-City of Lacey	1,762	1,600	3,635
005-7603-555.47-03	Utility-Natural Gas	3,943	4,800	8,160
005-7603-555.48-01	Rep & Maint-Equipment	-	-	250
005-7603-555.49-06	Maintenance Contracts	-	450	4,950
005-7603-555.60-01	Capital Outlays-Equipment	1,087	-	47,790
Total Senior Center		20,506	18,166	93,151
Community Center Facility Maintenance				
005-7611-575.31-23	Supplies-Building Maint.	1,731	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.	1,437	5,100	5,100
005-7611-575.48-01	Rep & Maint-Equipment	-	103	103
005-7611-575.48-03	Rep & Maint-Facilities	8,704	4,750	4,750
005-7611-575.48-10	Rep & Maint-Equip-Grnds	-	200	200

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Community Buildings Fund - Expenditures</i>				
Parks and Recreation				
Community Center Facility Maintenance - continued				
005-7611-575.49-06	Maintenance Contracts	7,881	7,694	7,694
005-7611-575.49-23	Custodial	34,074	41,803	41,803
Total Community Center Facility Maintenance		53,827	65,891	65,891
Jacob Smith Facility Maintenance				
005-7612-575.31-23	Supplies-Building Maint.	37	875	875
005-7612-575.31-24	Small Tools & Equip-Bldg	337	-	-
005-7612-575.31-29	Supplies-Grounds Maint.	8,428	1,750	1,750
005-7612-575.41-31	Prof. Svc-Building Maint.	132	2,018	2,018
005-7612-575.41-39	Prof. Svc-Tree Evaluation	-	250	250
005-7612-575.48-01	Rep & Maint-Equipment	192	250	250
005-7612-575.48-03	Rep & Maint-Facilities	-	750	750
005-7612-575.48-10	Rep & Maint-Equip-Grnds	114	200	200
005-7612-575.49-06	Maintenance Contracts	1,077	3,780	3,780
005-7612-575.49-23	Custodial	936	-	-
Total Jacob Smith Facility Maintenance		11,253	9,873	9,873
Senior Center Facility Maintenance				
005-7613-555.31-23	Supplies-Building Maint.	1,053	1,126	1,126
005-7613-555.31-24	Small Tools & Equip-Bldg	24	200	200
005-7613-555.31-29	Supplies-Grounds Maint.	1,188	1,000	1,000
005-7613-555.41-31	Prof. Svc-Building Maint.	350	500	1,300
005-7613-555.41-39	Prof. Svc-Tree Evaluation	1,433	3,700	3,700
005-7613-555.48-01	Rep & Maint-Equipment	-	250	250
005-7613-555.48-03	Rep & Maint-Facilities	3,002	8,750	9,500
005-7613-555.48-10	Rep & Maint-Equip-Grnds	236	250	300
005-7613-555.49-06	Maintenance Contracts	6,795	8,000	8,000
005-7613-555.49-23	Custodial	12,141	40,791	40,791
Total Senior Center Facility Maintenance		26,222	64,567	66,167
Total Community Buildings Fund Expenditures		447,633	515,396	575,247



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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 2013 budget **\$1,013,314** 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 as well as revenues contractually received from the Capital Area Regional Public Facilities District.

2013 PROJECTS, GOALS AND PRIORITIES

- Increase revenues by optimizing tournament and league play, and special events.
- 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, and insure gender equitable use of the facility.
- Develop a marketing program for visitors to the RAC, in conjunction with the Visitor and Convention Bureau, and construct necessary amenities.
- Investigate the cost effectiveness of a city managed and operated concessions.
- Develop a long-term financial plan for operations of the complex.

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Regional Athletic Complex - Revenues</i>				
Revenues				
007-0000-308.00-00	Estimated Beginning Cash	-	5,928	-
007-0000-338.10-10	Capital Area - PFD	199,251	200,000	200,000
007-0000-347.62-00	Shelter Fees	9,460	8,200	8,000
007-0000-347.65-00	Field Use Fees	309,853	231,000	314,000
007-0000-347.68-00	League Fees	59,374	35,000	35,000
007-0000-361.11-00	Investment Interest	1,897	1,000	1,000
007-0000-362.50-00	Concession Lease Longterm	10,500	10,500	10,500
007-0000-362.80-00	Concession Commission	7,182	11,000	9,500
007-0000-367.23-00	Banner Sponsorship	7,150	7,000	8,000
007-0000-369.40-00	Court Fees/Judgments	2,292	-	-
007-0000-369.90-00	Other Misc Revenue	8,137	6,270	-
007-0000-397.10-01	Transfer in 303 Fund	347,801	278,329	293,814
007-0000-397.10-02	Transfer in (109) Fund	145,500	133,500	133,500
Total Regional Athletic Complex Fund Revenues		1,108,397	927,727	1,013,314

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Regional Athletic Complex - Expenditures</i>				
Regional Athletic Complex				
Regional Athletic Complex Maintenance				
007-3305-576.10-01	Salaries-Regular	140,596	141,594	151,443
007-3305-576.10-05	Salaries-Overtime	2,177	2,500	2,500
007-3305-576.10-06	Salaries-Part-Time	94,881	105,695	105,952
007-3305-576.20-01	Employer Paid Benefits	88,362	97,278	111,913
007-3305-576.20-03	Unemployment Compensation	11,972	9,500	-
007-3305-576.31-01	Office & Operating Supply	93,293	103,500	110,000
007-3305-576.31-02	Small Tools & Equipment	4,335	4,923	4,923
007-3305-576.31-17	Supplies-Uniform Purchase	1,748	-	2,000
007-3305-576.34-01	Fuel	25,303	25,000	25,000
007-3305-576.41-01	Prof. Svc-Other	8,512	8,000	8,000
007-3305-576.42-01	Communications-Telephone	3,714	3,000	3,000
007-3305-576.43-02	Dues, Subscriptions, Publ	50	-	-
007-3305-576.45-01	Equipment Rental	73,064	72,898	83,883
007-3305-576.45-02	IMS Rental	4,430	4,629	5,389
007-3305-576.45-05	Rentals-Other	220	5,000	5,000
007-3305-576.46-01	Insurance-Liability	12,498	12,498	12,498
007-3305-576.46-02	Insurance-Fire/Property	9,454	9,621	9,621
007-3305-576.46-06	AWC L&I POOL	-	-	1,015
007-3305-576.47-01	Utility-Electric	67,291	46,879	70,000
007-3305-576.47-02	Utility-City of Lacey	62,520	65,000	65,000
007-3305-576.47-07	Utility-Solid Waste	10,416	10,000	10,000
007-3305-576.48-01	Rep & Maint-Equipment	3,054	3,500	3,500
007-3305-576.48-03	Rep & Maint-Facilities	609	6,555	3,500
007-3305-576.49-25	Assessments/Taxes	8,829	9,243	6,400
Total Regional Athletic Complex Maintenance		727,328	746,813	800,537
Regional Athletic Complex General Services				
007-7401-576.10-01	Salaries-Regular	61,734	63,314	77,069
007-7401-576.10-06	Salaries-Part-Time	21,228	20,000	24,000
007-7401-576.20-01	Employer Paid Benefits	20,340	22,175	31,491
007-7401-576.31-01	Office & Operating Supply	9,989	8,000	10,000
007-7401-576.31-02	Small Tools & Equipment	9,447	8,500	8,500
007-7401-576.31-17	Supplies-Uniform Purchase	607	1,000	1,000
007-7401-576.41-01	Prof. Svc-Other	34,920	35,000	38,000

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Regional Athletic Complex - Expenditures</i>				
Regional Athletic Complex				
Regional Athletic Complex General Services-continued				
007-7401-576.42-01	Communications-Telephone	550	1,000	1,000
007-7401-576.43-01	Transportation/Per Diem	321	1,500	1,500
007-7401-576.43-02	Dues, Subscriptions, Publ	120	120	120
007-7401-576.43-03	Registrations	662	880	880
007-7401-576.45-02	IMS Rental	3,979	4,925	4,717
007-7401-576.45-05	Rentals-Other	4,982	5,000	5,000
007-7401-576.49-02	Printing & Binding	13,519	8,000	8,000
007-7401-576.49-06	Maintenance Contracts	541	1,500	1,500
Total Regional Athletic Complex General Services		182,939	180,914	212,777
Total Regional Athletic Complex Fund Expenditures		910,267	927,727	1,013,314

PUBLIC WORKS-CITY STREET FUND

The Public Works Transportation Maintenance Division is responsible for the maintenance and operation of the City's transportation infrastructure. In addition, the division performs special projects such as Christmas tree recycling, hanging street and holiday banners, and supporting community events. The division also manages the volunteer Adopt-a-Roadway litter program.

BUDGET SUMMARY

The Transportation Maintenance Division budget is organized into ten programs.

- Supervision and Support
- Street Lights
- Signs & Markings
- Snow and Ice
- Street Cleaning
- Roadside
- Roadways
- Sidewalks
- Traffic Signals
- City Buildings, 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 2013 budget for the Transportation Maintenance Division is **\$2,771,348**. In addition to the general operating revenue, the City Street Fund receives State Fuel Tax revenue to partially offset the cost of street maintenance.

2013 PROJECTS, GOALS AND PRIORITIES

- Initiate a yearly manhole lid and valve box replacement program.
- Continue an active and volunteer oriented Adopt-a-Roadway litter program.
- Accomplish preventive maintenance goals on time and within budget.
- Complete inventory backlog of street lights.

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>City Street Fund - Revenues</i>				
Revenues				
101-0000-308.00-00	Estimated Beginning Cash	-	25,465	-
101-0000-316.41-00	Utility Tax/Electric	626,402	738,836	732,621
101-0000-316.42-00	Utility Tax/Water-Private	820	1,213	928
101-0000-316.43-00	Utility Tax/Gas	256,044	290,552	292,424
101-0000-316.45-00	Utility Tax/Solid Waste	87,178	103,438	91,709
101-0000-316.47-01	Utility Tax/Telephone	440,270	507,968	500,128
101-0000-316.52-00	Utility Tax/Olympia City	421	258	301
101-0000-316.70-00	Utility Tax/Lacey Utility	-	376,361	501,303
101-0000-316.72-00	Water	172,226	-	-
101-0000-316.74-00	Wastewater	218,395	-	-
101-0000-316.78-00	Stormwater	39,410	-	-
101-0000-333.83-00	FEMA xxxx-DRWA	3,850	-	-
101-0000-334.83-00	State Share of FEMA	625	-	-
101-0000-336.87-00	Motor Vehicle Fuel Tax	621,870	625,040	620,934
101-0000-338.36-00	Signal Maintenance	12,297	10,000	10,000
101-0000-344.81-00	New Development Signage	7,758	-	-
101-0000-348.95-00	Engineering Services Fees	1,890	15,000	15,000
101-0000-348.95-20	Engineering Svc - Transp	19,757	-	-
101-0000-361.11-00	Investment Interest	7,891	5,000	6,000
101-0000-369.10-00	Sale of Scrap & Surplus	2,777	-	-
101-0000-369.40-00	Court Fees/Judgments	36,711	-	-
Total Public Works City Street Fund Revenues		2,556,592	2,699,131	2,771,348

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>City Street Fund - Expenditures</i>				
Public Works Street Division				
General Services				
101-4201-543.10-01	Salaries-Regular	222,146	163,398	186,004
101-4201-543.10-05	Salaries-Overtime	3,048	2,200	2,200
101-4201-543.10-06	Salaries-Part-Time	4,402	3,921	6,085
101-4201-543.20-01	Employer Paid Benefits	77,569	57,479	73,344
101-4201-543.20-03	Unemployment Compensation	14,012	4,200	4,200
101-4201-543.31-01	Office & Operating Supply	2,437	2,300	2,300
101-4201-543.31-02	Small Tools & Equipment	641	1,400	1,400
101-4201-543.31-17	Supplies-Uniform Purchase	3,143	3,000	3,500
101-4201-543.32-01	Electrical Supplies	93	-	-
101-4201-543.33-01	Small Tools-Electrical	389	500	-
101-4201-543.42-01	Communications-Telephone	2,181	1,900	1,900
101-4201-543.43-01	Transportation/Per Diem	16	1,815	1,815
101-4201-543.43-02	Dues, Subscriptions, Publ	240	500	500
101-4201-543.43-03	Registrations	3,035	500	500
101-4201-543.45-01	Equipment Rental	7,668	8,599	10,098
101-4201-543.45-02	IMS Rental	18,486	17,520	18,235
101-4201-543.46-01	Insurance-Liability	30,684	30,684	30,684
101-4201-543.46-06	AWC-L & I Pool	991	882	2,081
101-4201-543.49-10	Uniform Contract/Cleaning	74	500	-
101-4201-543.49-27	Bad Debt Expense	11,616	8,785	8,785
101-4201-543.49-35	CDL-Physicals/Licenses	282	600	600
101-4201-543.50-02	Common Facilities-1902	28,020	32,941	30,397
Total General Services		431,173	343,624	384,628
Street Lighting				
101-4204-542.10-01	Salaries-Regular	37,790	63,889	76,220
101-4204-542.10-05	Salaries-Overtime	387	500	500
101-4204-542.10-06	Salaries-Part-Time	9,053	5,273	6,400
101-4204-542.20-01	Employer Paid Benefits	18,414	30,225	33,285
101-4204-542.31-17	Supplies-Uniform Purchase	1,358	500	1,450
101-4204-542.32-01	Electrical Supplies	31,883	19,500	19,500
101-4204-542.33-01	Small Tools-Electrical	1,784	2,000	2,000
101-4204-542.41-13	Prof. Svc-Electrical	699	-	-
101-4204-542.41-32	Prof. Svc-Utility Locates	232	340	340
101-4204-542.43-03	Registrations	1,040	1,500	1,500
101-4204-542.45-01	Equipment Rental	19,170	21,828	25,632

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>City Street Fund - Expenditures</i>				
Public Works Street Division				
Street Lighting-continued				
101-4204-542.47-01	Utility-Electric	519,442	435,644	413,000
101-4204-542.49-10	Uniform Contract/Cleaning	-	950	-
Total Street Lighting		641,252	582,149	579,827
Street Signs & Markers				
101-4205-542.10-01	Salaries-Regular	130,275	164,724	148,517
101-4205-542.10-05	Salaries-Overtime	1,997	790	790
101-4205-542.10-06	Salaries-Part-Time	34,410	36,439	36,030
101-4205-542.20-01	Employer Paid Benefits	57,692	69,282	83,565
101-4205-542.31-01	Office & Operating Supply	1,741	3,000	3,000
101-4205-542.31-02	Small Tools & Equipment	443	500	500
101-4205-542.31-27	Software Upgrade	2,507	1,075	1,075
101-4205-542.31-31	Supplies-City Projects	-	2,000	2,000
101-4205-542.31-32	Sign Making Supplies	18,028	32,750	32,750
101-4205-542.31-34	Road Marking Supplies	67,662	41,000	41,000
101-4205-542.41-01	Prof. Svc-Other	17,227	31,900	31,900
101-4205-542.41-32	Prof. Svc-Utility Locates	144	50	50
101-4205-542.43-03	Registrations	-	1,500	1,500
101-4205-542.45-01	Equipment Rental	21,087	24,011	28,196
Total Street Signs & Markers		353,213	409,021	410,873
Snow & Ice Removal				
101-4206-542.10-01	Salaries-Regular	16,527	16,927	15,261
101-4206-542.10-05	Salaries-Overtime	4,251	3,500	3,500
101-4206-542.10-06	Salaries-Part-Time	35	-	-
101-4206-542.20-01	Employer Paid Benefits	8,113	7,535	7,665
101-4206-542.31-01	Office & Operating Supply	21,250	10,000	10,000
101-4206-542.45-01	Equipment Rental	5,751	6,548	7,689
Total Snow & Ice Removal		55,927	44,510	44,115
Street Cleaning				
101-4207-542.10-01	Salaries-Regular	3,439	14,720	3,791
101-4207-542.10-05	Salaries-Overtime	36	300	300
101-4207-542.20-01	Employer Paid Benefits	928	6,057	1,221
101-4207-542.31-01	Office & Operating Supply	160	600	600
Total Street Cleaning		4,563	21,677	5,912

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>City Street Fund - Expenditures</i>				
Public Works Street Division				
Roadside Maintenance				
101-4208-542.10-01	Salaries-Regular	65,770	101,564	103,038
101-4208-542.10-05	Salaries-Overtime	1,130	200	200
101-4208-542.10-06	Salaries-Part-Time	19,583	22,435	23,266
101-4208-542.20-01	Employer Paid Benefits	29,821	44,944	50,353
101-4208-542.31-01	Office & Operating Supply	6,590	7,900	7,900
101-4208-542.31-02	Small Tools & Equipment	362	2,000	2,000
101-4208-542.34-01	Fuel	2,809	-	1,750
101-4208-542.41-01	Prof. Svc-Other	902	1,000	1,000
101-4208-542.41-16	Prof. Svc-Parks	289,444	316,084	352,863
101-4208-542.45-01	Equipment Rental	13,419	15,279	17,942
Total Roadside Maintenance		429,830	511,406	560,312
Roadway Maintenance				
101-4209-542.10-01	Salaries-Regular	91,108	91,258	99,247
101-4209-542.10-05	Salaries-Overtime	1,195	400	400
101-4209-542.10-06	Salaries-Part-Time	19,936	41,922	23,266
101-4209-542.20-01	Employer Paid Benefits	41,647	45,131	49,286
101-4209-542.20-03	Unemployment Compensation	-	60	60
101-4209-542.31-01	Office & Operating Supply	21,272	24,821	22,000
101-4209-542.31-02	Small Tools & Equipment	22	-	-
101-4209-542.41-01	Prof. Svc-Other	20,401	21,000	21,000
101-4209-542.43-03	Registrations	-	3,000	3,000
101-4209-542.45-01	Equipment Rental	32,589	37,108	43,575
101-4209-542.45-05	Rentals-Other	6,310	11,000	11,000
101-4209-542.48-15	Repairs & Maint-Grounds	8,411	12,000	12,000
Total Roadway Maintenance		242,891	287,700	284,834
Sidewalk Maintenance				
101-4210-542.10-01	Salaries-Regular	31,502	40,476	41,993
101-4210-542.10-05	Salaries-Overtime	71	100	100
101-4210-542.10-06	Salaries-Part-Time	7,913	8,412	8,725
101-4210-542.20-01	Employer Paid Benefits	14,455	18,098	20,652
101-4210-542.31-01	Office & Operating Supply	244	1,000	1,000
101-4210-542.31-02	Small Tools & Equipment	1,317	500	500

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>City Street Fund - Expenditures</i>				
Public Works Street Division				
Sidewalk Maintenance-continued				
101-4210-542.41-01	Prof. Svc-Other	40,601	48,000	48,000
101-4210-542.41-41	Sidewalk Spraying	4,509	10,000	10,000
101-4210-542.45-01	Equipment Rental	3,834	4,366	5,127
Total Sidewalk Maintenance		104,446	130,952	136,097
Traffic Control Device/Electrical				
101-4211-542.10-01	Salaries-Regular	57,766	52,676	54,699
101-4211-542.10-05	Salaries-Overtime	120	200	200
101-4211-542.10-06	Salaries-Part-Time	7,438	14,501	14,081
101-4211-542.20-01	Employer Paid Benefits	26,843	27,002	26,013
101-4211-542.32-01	Electrical Supplies	26,852	22,572	22,572
101-4211-542.33-01	Small Tools-Electrical	918	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	1,548	960	960
101-4211-542.45-01	Equipment Rental	91,633	104,472	122,679
101-4211-542.47-01	Utility-Electric	80,885	64,000	64,000
Total Traffic Control Device/Electrical		294,003	289,633	308,454
Electrical Other				
101-4212-543.10-01	Salaries-Regular	50,757	47,070	33,177
101-4212-543.10-05	Salaries-Overtime	603	500	500
101-4212-543.10-06	Salaries-Part-Time	4,231	5,273	3,840
101-4212-543.20-01	Employer Paid Benefits	23,524	22,616	15,279
101-4212-543.31-01	Office & Operating Supply	436	500	500
101-4212-543.32-01	Electrical Supplies	9,121	2,500	2,500
101-4212-543.33-01	Small Tools-Electrical	32	-	500
Total Electrical Other		88,704	78,459	56,296
Total Public Works City Street Fund Expenditures		2,646,002	2,699,131	2,771,348

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 2013, budgeted expenditures are **\$7,414,915**.

2013 PROJECTS, GOALS AND PRIORITIES

- Complete Carpenter Road widening
- Complete Willamette DR/31 Ave intersection improvements
- Complete Golf Club Rd extension
- Complete Yelm Hwy sidewalk connection
- 2013 Street Overlay program
- Smart corridors
- 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

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Arterial Street Fund - Revenues</i>				
Revenues				
102-0000-308.00-00	Estimated Beginning Cash	-	10,516,471	2,200,955
102-0000-317.34-00	Real Estate Excise Tax 1	925,913	942,620	911,677
102-0000-333.20-20	20.205 Highway Planning	111,891	1,654,880	2,026,104
102-0000-334.03-61	WADOT	-	-	1,463,700
102-0000-334.03-80	03.8x Trans Improv Board	3,329,744	2,692,170	178,572
102-0000-334.04-20	Commerce JDF - Gateway	(32,474)	-	-
102-0000-336.88-00	Motor Vehicle Fuel Tax	262,320	280,815	278,970
102-0000-338.60-00	I-5 Martin IJR Study	55,429	-	-
102-0000-344.85-00	Mitigation/Impact Fees	959,177	691,240	343,437
102-0000-345.81-00	Zoning & Subdivision Fees	212,415	-	-
102-0000-361.11-00	Investment Interest	55,440	-	-
102-0000-362.40-00	Facility Rentals	16,054	22,200	-
102-0000-367.27-00	Developers	-	153,000	11,500
102-0000-397.01-00	Capital Fund	3,700,000	850,000	-
Total Public Works Arterial Street Fund Revenues		9,595,909	17,803,396	7,414,915

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Arterial Street Fund - Expenditures</i>				
Public Works Arterial Streets				
Street and Transportation Improvements				
102-4101-595.69-01	Estimated Ending Fund Bal	-	6,814,435	-
102-4101-595.70-10	PSE	-	743,454	-
102-4101-595.90-01	Preliminary Engineering	948,820	811,818	2,018,322
102-4101-595.90-02	Right of Way	1,144,154	685,000	513,000
102-4101-595.90-03	Road Way	5,919,498	7,832,699	4,349,788
102-4101-595.90-05	Construction Engineering	592,020	664,789	383,805
102-4101-595.90-06	Side Walks	-	96,324	50,000
102-4101-595.90-07	Special Purpose Paths	28,862	-	-
102-4101-595.90-08	Street Lighting	90,174	11,020	-
102-4101-595.90-09	Traffic Control Devices	124,749	35,657	-
102-4101-595.90-11	Facility Maint/Non-Const	8,613	8,200	-
102-4101-595.90-13	Side Walks-ADA	-	50,000	50,000
102-4101-595.90-14	Signal Timing	18,203	15,000	15,000
102-4101-595.90-15	Pavement Mgmt System	29,189	-	-
102-4101-595.90-16	Pavement Restoration/PMS	-	35,000	35,000
Total Public Works Arterial Street Fund Expenditures		8,904,282	17,803,396	7,414,915



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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 2013 are estimated at \$400,000. 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 2013 budget for the Lodging Tax Fund is **\$407,000**.

The Lodging Tax budget is divided into 3 categories:

- Museum Operation
- Contracted Services
- Performing Arts & Events

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Lodging Tax Fund - Revenues</i>				
Revenues				
109-0000-308.00-00	Estimated Beginning Cash	-	100,307	4,600
109-0000-313.30-00	Hotel/Motel Taxes	381,186	350,593	400,000
109-0000-337.14-00	Thurs Cty Board of Comm.	734	-	-
109-0000-361.11-00	Investment Interest	1,868	2,500	2,400
109-0000-367.15-00	Donations-Miscellaneous	157	-	-
Total Lodging Tax Fund Revenues		383,945	453,400	407,000

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Lodging Tax Fund - Expenditures</i>				
Council / Parks and Recreation				
Museum Operation				
109-0303-575.10-01	Salaries-Regular	25,199	25,465	25,649
109-0303-575.10-05	Salaries-Overtime	269	-	-
109-0303-575.20-01	Employer Paid Benefits	10,000	11,347	11,163
109-0303-575.31-01	Office & Operating Supply	778	1,150	1,150
109-0303-575.31-02	Small Tools & Equipment	160	50	50
109-0303-575.31-23	Supplies-Building Maint.	160	200	200
109-0303-575.31-29	Supplies-Grounds Maint.	62	100	100
109-0303-575.41-01	Prof. Svc-Other	734	500	500
109-0303-575.41-31	Prof. Svc-Building Maint.	-	100	100
109-0303-575.42-01	Communications/Telephone	1,492	1,300	1,300
109-0303-575.43-01	Transportation/Per Diem	-	50	50
109-0303-575.43-02	Dues, Subscriptions, Publ	205	350	350
109-0303-575.43-03	Registrations	-	50	50
109-0303-575.45-02	IMS Rental	1,631	1,631	1,631
109-0303-575.45-05	Rentals-Other	-	50	50
109-0303-575.46-02	Insurance-Fire/Property	254	258	258
109-0303-575.47-01	Utility-Electric	752	700	700
109-0303-575.47-02	Utility-City of Lacey	553	600	600
109-0303-575.47-03	Utility-Natural Gas	1,791	2,000	2,000
109-0303-575.49-02	Printing & Binding	24	90	90
109-0303-575.49-06	Maintenance Contracts	1,796	1,599	1,599
109-0303-575.49-23	Custodial	840	910	910
Total Museum Operation		46,700	48,500	48,500
Contracted Services				
109-0401-573.49-51	Promotion-Community Event	63,000	83,500	96,500
109-0401-575.49-33	Chamber of Commerce	25,000	25,000	25,000
109-0401-575.49-34	Washington Center	12,400	12,400	12,400
109-0401-575.49-38	Visitor/Convention Bureau	64,100	80,000	82,700
109-0401-597.02-01	Transfers out	145,500	193,500	133,500
Total Contracted Services		310,000	394,400	350,100

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Lodging Tax Fund - Expenditures</i>				
Council / Parks and Recreation				
Performing Arts & Parks Events				
109-0601-573.49-52	Promotion-Parks Events	5,999	6,000	3,900
109-0601-573.49-54	Concert Series/Events	4,500	4,500	4,500
109-0601-575.60-04	Capital Outlays-Equipment	2,033	-	-
Total Performing Arts & Parks Events		12,532	10,500	8,400
Total Lodging Tax Fund Expenditures		369,232	453,400	407,000

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.

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 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	53,860	-	-
120-0000-333.14-21	Program Income F96745006	9,852	-	-
120-0000-361.11-00	Investment Interest	251	200	200
Total Community Development Block Grant Fund Revenues		63,963	44,800	200

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 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	200
120-3701-597.02-01	Transfers out	-	44,600	-
120-3701-598.97-52	Pass Through Grant	53,860	-	-
Total Community Development Block Grant Fund Expenditures		53,860	44,800	200



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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 \$10,565,000. The total outstanding Limited Tax General Obligation debt is \$9,080,000.

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>G. O. Bond Fund - Revenues</i>				
Revenues				
201-0000-311.10-00	Property Taxes-Current	1,115,870	1,160,300	1,158,647
201-0000-311.15-00	Property Taxes-Delinquent	(193)	7,500	7,500
201-0000-313.10-00	Sales Taxes	331,200	332,600	328,600
201-0000-361.11-00	Investment Interest	3,471	500	500
201-0000-392.00-00	Premium on Bonds	-	158,280	-
201-0000-393.00-00	Refunding Debt Issue	-	2,870,000	-
201-0000-397.01-00	Capital Fund	582,930	586,330	589,130
Total General Obligation Bond Fund Revenues		2,033,278	5,115,510	2,084,377

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 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	280,000	-	-
201-1904-591.70-12	Principal UTGO Bond 2003	215,000	225,000	230,000
201-1904-591.70-13	Principal UTGO Bond 2006	200,000	210,000	215,000
201-1904-591.70-17	Principal 2010 Refunding	35,000	325,000	335,000
201-1904-591.80-11	Interest UTGO 2002	11,550	-	-
201-1904-591.80-12	Interest UTGO 2003	128,308	122,075	115,322
201-1904-591.80-13	Interest UTGO 2006	177,400	169,400	161,000
201-1904-591.80-17	Interest UTGO 2010 Refund	117,375	116,325	109,825
201-1904-592.84-00	Issue Cost	-	45,072	-
201-1904-599.89-00	Refunding Debt Escrow	-	2,983,208	-
Total G.O. Debt Tax Supported		1,164,633	4,196,080	1,166,147
L.T.G.O. & Loans				
201-1905-591.69-01	Estimated Ending Fund Bal	-	500	500
201-1905-591.70-14	Principal LTGO 2006	215,000	225,000	230,000
201-1905-591.70-16	Principal LTGO Bond 2007	290,000	305,000	320,000
201-1905-591.80-14	Interest LTGO 2006	116,200	107,600	98,600
201-1905-591.80-16	Interest LTGO 2007	292,930	281,330	269,130
201-1905-597.02-01	Transfers out	44,418	-	-
Total L.T.G.O. & Loans		958,548	919,430	918,230
Total General Obligation Bond Fund Expenditures		2,123,181	5,115,510	2,084,377



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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	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>L.I.D. Bond Fund - Revenues</i>				
Revenues				
202-0000-361.11-00	Investment Interest	1,150	500	1,000
202-0000-361.55-02	LID 13	5,402	8,500	11,480
202-0000-361.55-06	LID 19	228,701	185,000	100,000
202-0000-368.10-02	LID 13	36,747	26,500	24,200
202-0000-368.10-06	LID 19	505,936	450,000	134,660
Total L.I.D. Bond Fund Revenues		777,936	670,500	271,340

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>L.I.D. Bond Fund - Expenditures</i>				
L.I.D. Debt - Finance				
202-1906-508.90-00	Unassigned Funds	-	-	123,855
202-1906-591.73-04	LID 19 - PWTF	696,416	634,000	124,987
202-1906-591.83-04	LID 19 - PWTF	47,140	36,500	22,498
202-1906-597.02-01	Transfers out	25,000	-	-
Total L.I.D. Bond Fund Expenditures		768,556	670,500	271,340



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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 2013, the City will complete the construction of the 5,000-square-foot expansion project at the Lacey Senior Center.

The 2013 budget is **\$1,157,880**.

2013 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	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Building Improvement Fund - Revenues</i>				
Revenues				
301-0000-308.00-00	Estimated Beginning Cash	-	1,450,511	724,157
301-0000-333.14-22	CDBG Dept of Commerce	141,659	1,000,000	300,000
301-0000-361.11-00	Investment Interest	7,161	2,000	2,000
301-0000-367.00-00	Contributions	45,000	-	-
301-0000-367.25-00	Senior Center Expansion	18,059	85,000	110,000
301-0000-367.26-00	Museum Depot Project	50	-	-
301-0000-397.00-00	Transfers In	5,765,318	344,600	21,723
Total Building Improvement Fund Revenues		5,977,247	2,882,111	1,157,880

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Building Improvement Fund - Expenditures</i>				
City Facilities Development				
Building Improvements				
301-0101-508.30-00	Restricted Funds	-	-	2,000
301-0101-514.60-01	Capital Outlays-Equipment	9,329	131,116	-
301-0101-514.60-02	Capital Outlay-Public Art	-	10,000	-
301-0101-514.60-03	Capital-Improvements	3,933	30,000	21,723
301-0101-514.60-04	Capital Outlay-Buildings	519,208	2,710,995	1,134,157
301-0101-592.53-10	Arbitrage Tax Due	46,878	-	-
Total Building Improvement Fund Expenditures		579,348	2,882,111	1,157,880



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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 2013 budget is **\$791,094**.

2013 PROJECTS, GOALS AND PRIORITIES

A full listing of Capital Equipment expenditures is provided in the Budget Summary section of this document. Major expenditures for 2013 include:

- PSE community solar project
- Computer projector
- Dual authenticity (Police Department Records Management System)
- Police evidence camera
- Leads Online (Police stolen goods registry)
- Flag pole replacement at Civic Plaza
- Diesel fuel tank – Rainier Vista Park
- Replace play equipment at Homann Park
- Trash receptacles for disc golf course

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Capital Equipment Fund - Revenues</i>				
Revenues				
302-0000-308.00-00	Estimated Beginning Cash	-	315,792	65,000
302-0000-316.41-00	Utility Tax/Electric	531,285	479,825	171,258
302-0000-316.42-00	Utility Tax/Water-Private	685	788	216
302-0000-316.43-00	Utility Tax/Gas	215,407	188,694	68,356
302-0000-316.45-00	Utility Tax/Solid Waste	72,852	67,176	21,438
302-0000-316.47-01	Utility Tax/Telephone	367,954	329,891	116,909
302-0000-316.52-00	Utility Tax/Olympia City	353	168	71
302-0000-316.70-00	Utility Tax/Lacey Utility	-	244,421	117,185
302-0000-316.72-00	Water	143,908	-	-
302-0000-316.74-00	Wastewater	182,486	-	-
302-0000-316.78-00	Stormwater	32,930	-	-
302-0000-321.91-01	PEG Fees	36,641	36,000	36,500
302-0000-331.16-71	COPS Grant	67,060	-	-
302-0000-331.16-77	BJA Byrne JAG Program 16.738	12,264	-	-
302-0000-334.03-51	WTSC Grant	5,652	-	-
302-0000-339.11-68	DOJ(BJA) Byrne JAG Program	19,096	-	-
302-0000-361.11-00	Investment Interest	13,632	17,000	6,000
302-0000-361.50-05	WA Local - TCOMM	-	29,684	22,642
302-0000-367.00-00	Contributions	6,000	4,000	14,000
302-0000-368.10-05	Local - TCOMM	-	152,709	150,719
302-0000-391.90-02	Debt Issued LOCAL (TCOMM)	-	1,155,000	-
302-0000-397.00-00	Transfers In	603,168	-	800
Total Capital Equipment Fund Revenues		2,311,373	3,021,148	791,094

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Capital Equipment Fund - Expenditures</i>				
General Fund Capital				
Capital Equipment				
302-0102-519.64-01	Capital-Council	41	-	-
302-0102-519.64-04	Capital-Community Relation	-	12,704	20,000
302-0102-519.64-06	Capital-Common Facilities	4,109	7,800	-
302-0102-519.64-07	Capital-Common Fac.-Shop	-	19,688	-
302-0102-519.64-08	Capital-Common Fac.-Libra	808	-	-
302-0102-519.64-10	Capital-Police	161,851	152,036	6,990
302-0102-519.64-11	Capital-Public Works-Admi	-	4,500	-
302-0102-519.64-12	Capital-Public Works-Pks	12,165	9,000	12,320
302-0102-519.64-15	Capital-Community Develop	-	5,500	-
302-0102-519.64-16	Capital-Parks & Recreation	-	80,980	77,200
302-0102-519.64-17	Capital-City Streets	75,395	34,304	-
302-0102-519.64-19	Capital-Information Svcs	14,663	36,582	3,000
302-0102-519.64-20	Public Ed & Govt Prog	37,404	36,000	36,000
302-0102-554.48-00	Repairs & Maintenance	2,750	-	-
302-0102-594.60-03	Replacement Res-Library	3,717	-	-
302-0102-594.60-04	Replacement Res-Telephone	318	-	-
302-0102-594.60-08	Replace Res-Child Care	11,741	-	20,500
302-0102-594.60-09	Replacement Res-Equipment	-	220,352	200,000
302-0102-594.60-10	Replacement Res-Facility	7,388	124,309	80,000
302-0102-597.01-05	Transfer to Fund 301	1,800,000	-	21,723
Total Capital Equipment		2,132,350	743,755	477,733
Projects				
302-0104-514.60-06	Capital-City Hall Repairs	-	20,000	20,000
302-0104-542.60-02	Capital-Streetscaping	-	20,000	20,000
302-0104-559.60-01	Economic Development	-	50,000	100,000
Total Projects		-	90,000	140,000

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Capital Equipment Fund - Expenditures</i>				
Capital Transfers				
302-0105-591.79-05	Local - TCOMM 911	-	152,709	150,719
302-0105-591.89-05	Local - TCOMM 911	-	29,684	22,642
302-0105-597.01-01	Tran Out-Arterial Streets	3,700,000	850,000	-
302-0105-597.02-01	Transfers out	1,005,000	-	-
302-0105-598.52-30	TCOMM Loan	-	1,155,000	-
Total Capital Transfers		4,705,000	2,187,393	173,361
Total Capital Equipment Fund Expenditures		6,837,350	3,021,148	791,094

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 also 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, Greg J. Cuoio Community Park, and the Jacob Smith House.

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 2013 budget is **\$1,004,370**. This includes a transfer out of \$411,955 to the Current Expense Fund to cover the cost of maintaining Rainier Vista Community Park; and \$293,814 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.

2013 PROGRAMS, GOALS AND PRIORITIES

- Update the master plan for Wanschers Park.
- Initiate preparation of a land acquisition Program Plan that will provide direction over the next 25 years for the expenditure of this fund.
- Initiate the planning process for Greg J. Cuoio Community Park.
- Master plan the five acre site known as Meridian Campus North Neighborhood Park.
- Develop a long-term financial Plan for the Regional Athletic Complex.

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Parks and Open Space Fund - Revenues</i>				
Revenues				
303-0000-308.00-00	Estimated Beginning Cash	-	727,200	-
303-0000-316.41-00	Utility Tax/Electric	342,518	366,629	337,462
303-0000-316.42-00	Utility Tax/Water-Private	1,065	1,425	1,126
303-0000-316.43-00	Utility Tax/Gas	133,862	137,664	136,441
303-0000-316.45-00	Utility Tax/Solid Waste	46,078	48,320	39,952
303-0000-316.47-01	Utility Tax/Telephone	216,131	226,621	219,282
303-0000-316.52-00	Utility Tax/Olympia City	685	303	509
303-0000-316.70-00	Utility Tax/Lacey Utility	-	184,045	237,212
303-0000-316.72-00	Water	91,055	-	-
303-0000-316.74-00	Wastewater	115,464	-	-
303-0000-316.78-00	Stormwater	20,836	-	-
303-0000-334.02-70	Outdoor Recreation IAC	6,742	750,000	-
303-0000-337.20-10	Regional Athletic Complex	200,000	-	-
303-0000-337.20-20	Cuoio Park	-	202,000	-
303-0000-361.11-00	Investment Interest	27,258	1,000	20,000
303-0000-362.40-00	Facility Rentals	12,230	12,386	12,386
303-0000-367.00-00	Contributions	2,567	-	-
Total Parks and Open Space Fund Revenues		1,216,491	2,657,593	1,004,370

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Parks and Open Space Fund - Expenditures</i>				
Parks and Recreation				
Acquisition and Park Improvements				
303-0106-508.90-00	Unassigned Funds	-	303,402	-
303-0106-576.48-03	Rep & Maint-Facilities	87	-	-
303-0106-576.60-03	Capital-Improvements	20,707	364,200	-
303-0106-576.60-05	Capital Outlay-Land	2,013,422	590,000	-
303-0106-576.69-01	Estimated Ending Fund Bal	-	-	298,601
303-0106-576.78-00	Interfund loan-principal	-	750,000	-
303-0106-576.82-00	Interfund Loan-Interest	603	-	-
303-0106-597.02-01	Transfers out	318,810	371,662	411,955
303-0106-597.10-08	Transfer out (RAC)	367,801	278,329	293,814
Total Parks and Open Space Fund Expenditures		2,721,430	2,657,593	1,004,370



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REGIONAL ATHLETIC COMPLEX CAPITAL FUND

The Regional Athletic Complex (RAC) was a joint venture between 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 2013

- Installation of an electronic message board at the corner of Marvin and Steilacoom Roads.
- Initiate Phase III – Master Plan Revisions, 26 Acre parcel west of Marvin Road SE.

BUDGET SUMMARY

The 2013 budget is **\$856,711** for capital improvements.

This budget accounts for the \$589,130 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	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Regional Athletic Complex Capital Fund - Revenues</i>				
Revenues				
307-0000-308.00-00	Estimated Beginning Cash	-	20,000	-
307-0000-338.10-10	Capital Area - PFD	687,055	855,211	855,211
307-0000-361.11-00	Investment Interest	531	4,590	1,500
307-0000-397.00-00	Transfers In	-	60,000	-
307-0000-397.10-01	Transfer in 303 Fund	20,000	-	-
Total Regional Athletic Complex Capital Fund Revenues		707,586	939,801	856,711

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 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	11,865	209,739	5,997
307-0106-576.62-18	PFD - Administrative Cost	4,759	8,000	8,000
307-0106-576.69-01	Estimated Ending Fund Bal	-	135,732	253,584
307-0106-597.69-01	Transf Out-Debt Service	582,930	586,330	589,130
Total Regional Athletic Complex Capital Fund Expenditures		599,554	939,801	856,711



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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 2013 operating budget for the Utility is **\$8,996,259**. Water revenues are obtained from water rates with no support from the City's operating levy or general fund.

2013 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.

**2013
Rates and Cost Per 100 Cubic Feet (1)**

	2010	2011	2012	2013
Base Rate	\$10.85	\$11.28	\$11.74	\$11.82
First 600 c.f.	.9031	.9392	.9767	.9841
Tier 2 (601 to 1,200 c.f.) Per 100 c.f.	2.1199	2.2047	2.2926	2.3100
Tier 3 – 4 (1,201 c.f. plus) Per 100 c.f.	2.7090	2.8174	2.9301	2.9524
Tier 4 (2401 plus) Per 100 c.f.	3.6174	3.7621	3.9126	3.9423

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

Description	2010	2011	2012	2013 (2)
Base Rate	\$10.85	\$11.28	\$11.74	\$11.82
Consumption	11.78	12.24	12.74	12.84
Total (1)	\$22.63	\$23.52	\$24.48	\$24.66

The City of Lacey engaged the services of a rate consultant to prepare a multi-year water rate study in conjunction with the preparation of its water comprehensive plan update. The rate study determined that 6.5% per year rate increases were necessary to address ongoing operation, maintenance, and replacement costs and to fund the capital improvement plan and related debt. The above table includes a 6.5% rate increase net of the rate reduction related to the implementation of the Lane v. City of Seattle court ruling.

In 2008, the Washington State Supreme Court ruled in the Lane v. City of Seattle case that all fire suppression costs are to be allocated to the governmental functions and not paid by the water ratepayers. The City's water rate consultant identified that 5.39% of the water utility's expenditures are related to fire suppression. The 2013 Proposed Budget includes a \$504,380 transfer into the water fund from the general fund to pay for fire suppression. The result is a decrease to water rates. However, to fund the new general fund expense it is necessary to increase the water utility tax by 6.04%. Note: The increase to the water utility tax is not reflected in the above example of a monthly water bill. The bottom-line result to the water customer is no net change due to the Lane v. City of Seattle court ruling. The table below illustrates the net zero impact of the implementation of the 2013 water rate structure.

**Example of Monthly Bill
900 Cubic Feet Consumption
Fire Suppression Cost Allocation**

Description	2012	2012 Net of Fire Suppression	2013
Base Rate	\$11.74	\$11.11	\$11.82
Consumption	12.74	12.05	12.84
Total (1)	\$24.48	\$23.16	\$24.66
6.0% Utility Tax	1.47	1.39	1.48
Additional 6.04% Utility Tax	0.00	1.40	1.49
Total Water Charge	\$25.95	\$25.95	27.63
Change over Prior Year			\$1.68
Percent Change		0.0%	6.5%

(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.
 (2) The 2013 column reflects a 5.39% reduction in the water for Lane v. City of Seattle and proposed 6.5% rate increase. The utility tax increase necessary to fund the General Fund's increased costs associated with fire suppression costs are not included.

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Water Utility Fund - Revenues</i>				
Revenues				
401-0000-308.00-00	Estimated Beginning Cash	-	74,141	-
401-0000-343.05-00	Shut-Offs	120,675	124,320	124,320
401-0000-343.40-01	Sales	7,748,574	7,908,829	7,918,523
401-0000-343.40-02	Penalties	86,727	105,900	90,000
401-0000-345.83-00	Plan Checking Fees	5,002	6,330	2,939
401-0000-345.83-02	Inspection Svs-Streets	11,784	14,367	4,814
401-0000-345.83-06	Water/Fire Flow Analysis	-	-	1,030
401-0000-361.11-00	Investment Interest	3,618	1,908	5,753
401-0000-362.51-00	Cell Tower Lease	109,891	110,717	114,250
401-0000-362.90-00	Hydrant Meter Rental	17,292	13,500	20,000
401-0000-369.10-00	Sale of Scrap & Surplus	3,583	-	-
401-0000-369.11-00	Sale of Meters	164,307	160,000	200,000
401-0000-369.12-00	Construction Water	190	299	-
401-0000-369.40-00	Court Fees/Judgments	9,009	-	-
401-0000-369.90-00	Other Misc Revenue	73	750	750
401-0000-369.97-00	Escrow Search Fees	9,076	9,500	9,500
401-0000-397.11-01	Transfer In-Current Exp	100,000	100,000	504,380
Total Water Utility Fund Revenues		8,389,801	8,630,561	8,996,259

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Water Utility Fund - Expenditures</i>				
Public Works Water Division				
General Services				
401-3401-534.10-01	Salaries-Regular	477,687	455,856	476,653
401-3401-534.10-05	Salaries-Overtime	28,624	35,000	35,000
401-3401-534.10-06	Salaries-Part-Time	587	-	-
401-3401-534.20-01	Employer Paid Benefits	188,981	193,031	216,656
401-3401-534.20-03	Unemployment Compensation	6,080	-	-
401-3401-534.31-01	Office & Operating Supply	606	4,000	4,000
401-3401-534.31-02	Small Tools & Equipment	637	500	500
401-3401-534.31-17	Supplies-Uniform Purchase	7,634	5,412	5,412
401-3401-534.31-27	Software Upgrade	-	6,630	6,630
401-3401-534.41-01	Prof. Svc-Other	402	47,300	47,300
401-3401-534.41-02	Prof. Svc-Engineering	364,683	547,921	519,178
401-3401-534.41-05	Prof. Svc-Audit	9,425	9,425	9,425
401-3401-534.41-15	Prof. Svc-Legal	22,868	20,000	20,000
401-3401-534.41-17	Prof. Svc-Water Resources	472,251	423,173	468,764
401-3401-534.41-32	Prof. Svc-Utility Locates	985	2,000	2,000
401-3401-534.43-01	Transportation/Per Diem	6,752	11,872	11,872
401-3401-534.43-02	Dues, Subscriptions, Publ	1,875	5,000	5,000
401-3401-534.43-03	Registrations	7,904	22,280	22,280
401-3401-534.45-01	Equipment Rental	2,566	2,997	3,849
401-3401-534.45-02	IMS Rental	140,071	149,269	135,788
401-3401-534.45-08	Lease Miscellaneous	4,273	4,400	6,900
401-3401-534.46-01	Insurance-Liability	53,563	53,563	53,563
401-3401-534.48-03	Rep & Maint-Facilities	469	2,000	2,000
401-3401-534.49-02	Printing & Binding	-	500	500
401-3401-534.49-03	Recording Fees	2,361	3,000	3,000
401-3401-534.49-06	Maintenance Contracts	-	1,000	1,000
401-3401-534.49-10	Uniform Contract/Cleaning	507	5,147	5,147
401-3401-534.49-25	Assessments/Taxes	1,958	-	-
401-3401-534.49-30	Software Maintenance	326	-	-
401-3401-534.49-35	CDL-Physicals/Licenses	121	210	210
401-3401-534.50-02	Common Facilities-1902	98,070	115,294	106,388
401-3401-534.50-03	Intra-Governmental	112,550	112,550	112,550
401-3401-534.60-01	Capital Outlays-Equipment	1,778	-	-
Total General Services		2,016,594	2,239,330	2,281,565

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Water Utility Fund - Expenditures</i>				
Public Works Water Division				
Customer Service				
401-3402-514.10-01	Salaries-Regular	400,292	373,306	365,007
401-3402-514.10-05	Salaries-Overtime	969	100	100
401-3402-514.20-01	Employer Paid Benefits	158,393	175,238	171,819
401-3402-514.31-01	Office & Operating Supply	7,500	4,000	4,000
401-3402-514.31-02	Small Tools & Equipment	-	500	500
401-3402-514.31-17	Supplies-Uniform Purchase	278	650	650
401-3402-514.31-37	Meters	-	160,000	200,000
401-3402-514.41-25	Prof. Svc-Computer	276	750	750
401-3402-514.41-44	Community Action Council	7,500	-	-
401-3402-514.42-01	Communications-Telephone	17,280	11,500	11,500
401-3402-514.42-02	Communications-Postage	112,062	78,015	78,015
401-3402-514.43-01	Transportation/Per Diem	-	2,140	2,140
401-3402-514.43-03	Registrations	-	990	990
401-3402-514.45-01	Equipment Rental	10,003	12,018	15,435
401-3402-514.45-02	IMS Rental	32,964	33,260	30,256
401-3402-514.46-06	AWC-L & I Pool	2,629	2,340	3,312
401-3402-514.48-01	Rep & Maint-Equipment	14,098	150	150
401-3402-514.49-01	Excise Taxes	449,952	467,214	467,214
401-3402-514.49-02	Printing & Binding	11,944	23,900	23,900
401-3402-514.49-06	Maintenance Contracts	62,402	21,750	21,750
401-3402-514.49-10	Uniform Contract/Cleaning	-	500	500
401-3402-514.49-27	Bad Debt Expense	2,486	12,600	12,600
401-3402-514.49-30	Software Maintenance	1,546	7,900	7,900
401-3402-514.49-60	Contractual Services	31,707	45,700	45,700
401-3402-514.60-01	Capital Outlays-Equipment	-	46,500	-
401-3402-597.69-02	Transf Out-Construction	809,954	1,166,810	1,342,516
Total Customer Service		2,134,235	2,647,831	2,806,704
Production and Storage				
401-3403-534.10-01	Salaries-Regular	338,391	402,042	409,498
401-3403-534.10-05	Salaries-Overtime	7,235	19,000	19,000
401-3403-534.20-01	Employer Paid Benefits	152,158	190,468	207,345
401-3403-534.31-01	Office & Operating Supply	8,530	9,145	9,145
401-3403-534.31-02	Small Tools & Equipment	7,421	6,495	6,495

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Water Utility Fund - Expenditures</i>				
Public Works Water Division				
Production and Storage - continued				
401-3403-534.31-11	Water Treatment Supplies	77,136	95,300	95,300
401-3403-534.31-28	Conf Space-Safety Equip	3,353	3,200	3,200
401-3403-534.32-01	Electrical Supplies	795	5,000	5,000
401-3403-534.33-01	Small Tools-Electrical	504	700	700
401-3403-534.34-01	Fuel	680	-	800
401-3403-534.41-01	Prof. Svc-Other	2,420	84,100	91,100
401-3403-534.41-16	Prof. Svc-Parks	19,153	43,042	47,592
401-3403-534.41-23	Prof. Svc-H2O Smpls-DSHS	-	1,500	1,500
401-3403-534.42-01	Communications-Telephone	8,273	4,600	4,600
401-3403-534.45-01	Equipment Rental	43,683	50,936	65,417
401-3403-534.45-05	Rentals-Other	1,771	3,100	3,100
401-3403-534.46-02	Insurance-Fire/Property	33,515	34,108	34,108
401-3403-534.47-01	Utility-Electric	590,049	615,000	615,000
401-3403-534.47-02	Utility-City of Lacey	31,168	7,000	7,000
401-3403-534.47-06	Olympia Water Agreement	255,654	350,000	350,000
401-3403-534.48-01	Rep & Maint-Equipment	631	2,500	2,500
401-3403-534.48-02	Rep & Maint-Equip Non-Pwr	-	300	300
401-3403-534.48-03	Rep & Maint-Facilities	201,758	75,000	75,000
401-3403-534.48-11	Rep & Maint-Telemetry	2,938	23,000	23,000
401-3403-534.49-06	Maintenance Contracts	6,064	31,790	31,790
401-3403-534.49-30	Software Maintenance	326	-	-
Total Production and Storage		1,793,606	2,057,326	2,108,490
System Maintenance				
401-3404-534.10-01	Salaries-Regular	549,083	595,187	608,964
401-3404-534.10-05	Salaries-Overtime	12,458	10,800	10,800
401-3404-534.20-01	Employer Paid Benefits	269,068	292,162	310,174
401-3404-534.31-01	Office & Operating Supply	10,832	12,150	12,150
401-3404-534.31-02	Small Tools & Equipment	3,381	11,668	11,668
401-3404-534.31-19	Inventory	135,635	70,000	94,500
401-3404-534.31-20	Street Restoration	29,950	20,000	20,000
401-3404-534.31-21	Non-Inventory-Under \$60	15,890	17,400	17,400
401-3404-534.31-22	Manhole/Ring/Lid Replace	784	250	250
401-3404-534.31-26	Valves	47,561	41,000	41,000
401-3404-534.31-36	Hydrants	23,159	50,000	50,000

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Water Utility Fund - Expenditures</i>				
Public Works Water Division				
System Maintenance - continued				
401-3404-534.31-38	Hydrant Meters	8,614	9,000	9,000
401-3404-534.41-01	Prof. Svc-Other	2,578	-	-
401-3404-534.41-30	Prof. Svc-Leak Survey	-	6,500	6,500
401-3404-534.42-01	Communications-Telephone	716	5,500	5,500
401-3404-534.45-01	Equipment Rental	202,534	254,492	326,844
401-3404-534.45-05	Rentals-Other	1,543	2,300	2,300
401-3404-534.48-01	Rep & Maint-Equipment	1,348	6,550	6,550
401-3404-534.48-02	Rep & Maint-Equip Non-Pwr	1,859	2,550	2,550
401-3404-534.60-01	Capital Outlays-Equipment	69,982	76,641	32,205
401-3404-534.60-99	Capitalized Assets	(69,982)	-	-
401-3404-587.60-99	Capital-Transferred Out	69,982	-	-
Total System Maintenance		1,386,975	1,484,150	1,568,355
Construction/Utility Crews				
401-3405-534.10-01	Salaries-Regular	23,511	-	-
401-3405-534.20-01	Employer Paid Benefits	9,547	-	-
401-3405-534.45-01	Equipment Rental	15,395	-	-
Total Construction/Utility Crews		48,453	-	-
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	-	500	500
401-3406-534.48-02	Rep & Maint-Equip Non-Pwr	-	750	750
401-3406-534.49-35	CDL-Physicals/Licenses	210	120	120
Total Cross Connection Controls		210	4,170	4,170
Water Quality				
401-3407-534.20-01	Employer Paid Benefits	18	-	-
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	14	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 Smples-DSHS	58,829	51,279	66,000

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Water Utility Fund - Expenditures</i>				
Public Works Water Division				
Water Quality - continued				
401-3407-534.42-01	Communications-Telephone	-	500	500
401-3407-534.42-02	Communications-Postage	7,843	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	10,344	18,600	18,600
401-3407-534.49-32	Operating Permit-DSHS	7,557	8,500	23,000
401-3407-534.49-44	Project Green	1,000	2,500	2,500
401-3407-534.49-55	Conservation Program	58,549	64,500	64,500
Total Water Quality		144,154	197,754	226,975
Total Water Utility Fund Expenditures		7,524,227	8,630,561	8,996,259

PUBLIC WORKS-WASTEWATER UTILITY FUND

Lacey’s Wastewater Utility consists of a collection system of sewer pipelines, sewage pump stations, STEP systems, and community on-site septic systems. These facilities serve to collect, initiate treatment, and transport wastewater to the regional LOTT Treatment Facilities. Lacey’s Wastewater Utility is responsible for operation and maintenance of approximately 220 miles of wastewater lines, 47 lift stations and nearly 3,000 residential and community STEP systems.

Utility operations are funded through wastewater service fees. These revenues cover current operating expenses, maintenance of the system, replacement, and emergency repairs. Capital improvements are also supported from the general facility charge (GFC) that all new connections must pay.

Management and administration of the Wastewater Utility is provided by 17 full-time employees in the Public Works Operations and Maintenance Division. This support includes repair and maintenance of collection systems, planning and capital improvements, design and construction compliance, and administrative support. The City’s Finance Department allocates 0.55 full-time employees to customer services, billing and collections.

BUDGET SUMMARY

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 2013 operating budget for the Wastewater Utility is **\$12,125,535** of which **\$8,298,815** will be paid to LOTT Alliance for treatment plant operations and capital requirements.

2013 PROJECTS, GOALS AND PRIORITIES

- Repair suction pipes and pump rail slides at sewer lift stations #2 and #3.
- Continue with sewer manhole grouting program.
- Improve SCADA System radio communication.

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)	2011	2012	2013
MAINTENANCE/OPERATIONS	\$13.50	13.75	\$14.23
REPLACEMENT RESERVES	1.25	1.25	1.25
CONSTRUCTION/CAPITAL	1.00	1.00	1.00
SUBTOTAL	15.75	16.00	16.48
LOTT CHARGES	31.50	33.00	33.99
TOTAL MONTHLY CHARGES	\$47.25	\$49.00	\$50.47

(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	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Wastewater Utility Fund - Revenues</i>				
Revenues				
402-0000-308.00-00	Estimated Beginning Cash	-	440	-
402-0000-343.50-01	Sales	3,532,678	3,563,942	3,678,568
402-0000-343.50-02	Penalties	113,473	117,435	117,435
402-0000-343.50-03	LOTT Sales	7,702,029	7,643,190	8,298,815
402-0000-343.50-05	Community on site systems	5,409	4,250	4,250
402-0000-345.83-00	Plan Checking Fees	4,098	6,899	2,883
402-0000-345.83-02	Inspection Svs-Streets	8,918	14,607	4,656
402-0000-345.83-04	Inspection Services-STEP	18,611	21,642	14,929
402-0000-348.97-00	Shop Operations Services	2,488	-	-
402-0000-361.11-00	Investment Interest	3,791	4,819	3,999
402-0000-369.40-00	Court Fees/Judgments	186	-	-
402-0000-369.90-00	Other Misc Revenue	2,892	-	-
Total Wastewater Utility Fund Revenues		11,394,573	11,377,224	12,125,535

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Wastewater Utility Fund - Expenditures</i>				
Public Works Wastewater Division				
General Services				
402-3501-535.10-01	Salaries-Regular	363,478	387,192	382,629
402-3501-535.10-05	Salaries-Overtime	5,990	8,200	8,200
402-3501-535.10-06	Salaries-Part-Time	254	-	-
402-3501-535.20-01	Employer Paid Benefits	122,578	157,115	162,265
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	4,203	4,607	4,607
402-3501-535.31-27	Software Upgrade	-	285	285
402-3501-535.41-01	Prof. Svc-Other	-	1,500	1,500
402-3501-535.41-02	Prof. Svc-Engineering	334,920	450,936	420,511
402-3501-535.41-05	Prof. Svc-Audit	615	615	615
402-3501-535.41-15	Prof. Svc-Legal	13,135	2,890	2,890
402-3501-535.41-17	Prof. Svc-Water Resources	68,900	112,565	120,871
402-3501-535.41-32	Prof. Svc-Utility Locates	956	2,000	2,000
402-3501-535.43-01	Transportation/Per Diem	666	7,900	7,900
402-3501-535.43-02	Dues, Subscriptions, Publ	255	335	335
402-3501-535.43-03	Registrations	3,554	7,650	7,650
402-3501-535.45-01	Equipment Rental	3,374	3,657	5,418
402-3501-535.45-02	IMS Rental	43,504	58,222	62,042
402-3501-535.45-08	Lease Miscellaneous	340	500	3,000
402-3501-535.46-01	Insurance-Liability	33,900	33,900	33,900
402-3501-535.47-04	LOTT Treatment	7,702,029	7,643,190	8,298,815
402-3501-535.48-03	Rep & Maint-Facilities	-	2,000	2,000
402-3501-535.49-03	Recording Fees	3,582	3,000	3,000
402-3501-535.49-10	Uniform Contract/Cleaning	507	5,400	5,400
402-3501-535.49-25	Assessments/Taxes	55	50	50
402-3501-535.49-30	Software Maintenance	-	1,400	1,400
402-3501-535.49-35	CDL-Physicals/Licenses	735	340	340
402-3501-535.50-02	Common Facilities-1902	98,070	115,294	106,388
402-3501-535.50-03	Intra-Governmental	18,920	18,920	18,920
402-3501-535.60-01	Capital Outlays-Equipment	7,504	-	-
Total General Services		8,832,024	9,031,963	9,665,231

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Wastewater Utility Fund - Expenditures</i>				
Public Works Wastewater Division				
Customer Service				
402-3502-514.10-01	Salaries-Regular	46,147	41,813	37,487
402-3502-514.10-05	Salaries-Overtime	125	100	100
402-3502-514.20-01	Employer Paid Benefits	16,830	18,663	16,889
402-3502-514.31-01	Office & Operating Supply	-	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	1,828	2,196	3,253
402-3502-514.45-02	IMS Rental	6,202	5,696	6,070
402-3502-514.45-08	Lease Miscellaneous	-	1,000	1,000
402-3502-514.46-06	AWC-L & I Pool	1,072	954	2,071
402-3502-514.49-01	Excise Taxes	153,561	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	598	9,000	9,000
402-3502-597.69-02	Transf Out-Construction	233,855	176,737	191,866
Total Customer Service		460,218	412,034	423,611
Lift Station Maintenance				
402-3503-535.10-01	Salaries-Regular	391,562	346,704	357,475
402-3503-535.10-05	Salaries-Overtime	20,417	12,000	12,000
402-3503-535.10-06	Salaries-Part-Time	196	-	-
402-3503-535.20-01	Employer Paid Benefits	183,016	165,821	175,553
402-3503-535.31-01	Office & Operating Supply	25,763	11,000	11,000
402-3503-535.31-02	Small Tools & Equipment	7,796	5,800	5,800
402-3503-535.31-28	Conf Space-Safety Equip	3,346	3,200	3,200
402-3503-535.32-01	Electrical Supplies	3,324	4,000	4,000
402-3503-535.33-01	Small Tools-Electrical	909	700	700
402-3503-535.34-01	Fuel	1,274	1,300	1,300
402-3503-535.41-01	Prof. Svc-Other	13,006	10,400	10,400
402-3503-535.41-16	Prof. Svc-Parks	7,795	14,497	15,955
402-3503-535.42-01	Communications-Telephone	4,028	7,410	7,410
402-3503-535.45-01	Equipment Rental	37,116	40,229	59,598
402-3503-535.45-05	Rentals-Other	13,162	1,000	1,000
402-3503-535.46-02	Insurance-Fire/Property	3,276	3,334	3,334

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Wastewater Utility Fund - Expenditures</i>				
Public Works Wastewater Division				
Lift Station Maintenance - continued				
402-3503-535.47-01	Utility-Electric	91,266	71,000	71,000
402-3503-535.47-02	Utility-City of Lacey	2,603	6,500	6,500
402-3503-535.48-01	Rep & Maint-Equipment	2,665	3,000	3,000
402-3503-535.48-02	Rep & Maint-Equip Non-Pwr	3,268	2,500	2,500
402-3503-535.48-11	Rep & Maint-Telemetry	10,167	2,500	2,500
402-3503-535.48-12	Rep & Maint-Lift stations	146,684	70,000	70,000
402-3503-535.49-06	Maintenance Contracts	5,379	30,000	30,000
402-3503-535.60-01	Capital Outlays-Equipment	580	26,000	8,000
Total Lift Station Maintenance		978,598	838,895	862,225
Wastewater Main Maintenance				
402-3504-535.10-01	Salaries-Regular	196,664	307,836	304,791
402-3504-535.10-05	Salaries-Overtime	3,846	6,000	6,000
402-3504-535.20-01	Employer Paid Benefits	88,814	135,648	143,176
402-3504-535.31-01	Office & Operating Supply	10,519	8,230	8,230
402-3504-535.31-02	Small Tools & Equipment	5,152	6,850	6,850
402-3504-535.31-22	Manhole/Ring/Lid Replace	-	3,000	3,000
402-3504-535.41-01	Prof. Svc-Other	185	3,000	3,000
402-3504-535.41-38	Wastewater Testing	-	500	500
402-3504-535.42-01	Communications-Telephone	125	-	-
402-3504-535.45-01	Equipment Rental	84,014	91,060	134,902
402-3504-535.45-05	Rentals-Other	-	200	200
402-3504-535.48-01	Rep & Maint-Equipment	1,087	3,000	3,000
402-3504-535.48-02	Rep & Maint-Equip Non-Pwr	9,887	10,000	10,000
402-3504-535.49-28	Land Fill	-	2,000	2,000
402-3504-535.60-01	Capital Outlays-Equipment	23,934	2,940	-
402-3504-535.60-99	Capitalized Assets	(31,437)	-	-
402-3504-587.60-99	Capital-Transferred Out	31,437	-	-
Total Wastewater Main Maintenance		424,227	580,264	625,649
S.T.E.P. System Maintenance				
402-3505-535.10-01	Salaries-Regular	146,094	131,825	133,647
402-3505-535.10-05	Salaries-Overtime	12,594	10,000	10,000
402-3505-535.10-06	Salaries-Part-Time	13	-	-
402-3505-535.20-01	Employer Paid Benefits	71,685	68,776	73,531
402-3505-535.31-01	Office & Operating Supply	6,887	14,903	14,903

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Wastewater Utility Fund - Expenditures</i>				
Public Works Wastewater Division				
S.T.E.P. System Maintenance - continued				
402-3505-535.31-02	Small Tools & Equipment	3,852	4,650	4,650
402-3505-535.31-13	Supplies-Locks/STEP Sys	552	1,300	1,300
402-3505-535.31-25	Supplies-Odor Control	187,222	150,940	150,940
402-3505-535.41-38	Wastewater Testing	-	2,000	2,000
402-3505-535.41-41	On site septic system	110	950	950
402-3505-535.45-01	Equipment Rental	53,988	58,516	86,690
402-3505-535.45-05	Rentals-Other	25	50	50
402-3505-535.48-01	Rep & Maint-Equipment	508	2,500	2,500
402-3505-535.48-02	Rep & Maint-Equip Non-Pwr	2,779	1,300	1,300
402-3505-535.48-13	Rep & Maint-S.T.E.P. Sys	36,733	66,358	66,358
402-3505-535.60-01	Capital Outlays-Equipment	46,666	-	-
402-3505-535.60-99	Capitalized Assets	(46,666)	-	-
402-3505-587.60-99	Capital-Transferred Out	46,666	-	-
Total S.T.E.P. System Maintenance		569,708	514,068	548,819
Total Wastewater Utility Fund Expenditures		11,264,775	11,377,224	12,125,535

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, stormponds, 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 stormwater system through an aggressive street sweeping program.

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 2013 budget for the Stormwater Utility is **\$3,822,063**. 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.

2013 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	2011	2012	2013
RESIDENTIAL	7.15	7.15	7.36
DUPLEX	14.30	14.30	14.73

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	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Stormwater Utility Fund - Revenues</i>				
Revenues				
403-0000-308.00-00	Estimated Beginning Cash	-	83,143	25,367
403-0000-308.04-00	Depreciation-Balancing	-	1,650,000	1,650,000
403-0000-334.03-13	Dept of Ecology	32,402	-	-
403-0000-343.51-01	Sales	2,085,964	2,013,766	2,133,749
403-0000-345.83-00	Plan Checking Fees	2,932	3,745	4,405
403-0000-345.83-02	Inspection Svs-Streets	13,857	17,088	5,621
403-0000-361.11-00	Investment Interest	2,231	2,425	2,921
403-0000-369.40-00	Court Fees/Judgments	248	-	-
403-0000-383.10-00	Contributed Capital	398,011	-	-
403-0000-397.05-00	Transfers In-Stormwater	-	45,000	-
Total Stormwater Utility Fund Revenues		2,535,645	3,815,167	3,822,063

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Stormwater Utility Fund - Expenditures</i>				
Public Works Stormwater Division				
General Services				
403-4201-538.10-01	Salaries-Regular	169,246	171,060	187,728
403-4201-538.10-05	Salaries-Overtime	3,181	1,000	1,000
403-4201-538.10-06	Salaries-Part-Time	-	930	948
403-4201-538.20-01	Employer Paid Benefits	59,467	67,212	77,039
403-4201-538.31-01	Office & Operating Supply	1,180	1,500	1,500
403-4201-538.31-02	Small Tools & Equipment	1,079	1,500	1,500
403-4201-538.31-17	Supplies-Uniform Purchase	1,696	2,260	2,260
403-4201-538.31-27	Software Upgrade	-	5,260	5,260
403-4201-538.41-01	Prof. Svc-Other	217	15,500	15,500
403-4201-538.41-02	Prof. Svc-Engineering	280,811	265,890	249,345
403-4201-538.41-05	Prof. Svc-Audit	450	450	450
403-4201-538.41-15	Prof. Svc-Legal	1,712	2,200	2,200
403-4201-538.41-17	Prof. Svc-Water Resources	326,738	365,841	372,639
403-4201-538.41-23	Prof. Svc-Local Monitor	22,939	26,000	30,000
403-4201-538.41-27	Prof. Svc-PIE Program	45,045	22,750	22,750
403-4201-538.41-32	Prof. Svc-Utility Locates	580	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	-	10,000	10,000
403-4201-538.42-01	Communications-Telephone	331	350	350
403-4201-538.43-01	Transportation/Per Diem	-	2,228	2,228
403-4201-538.43-02	Dues, Subscriptions, Publ	-	145	145
403-4201-538.43-03	Registrations	1,890	2,568	2,568
403-4201-538.45-01	Equipment Rental	1,967	2,655	2,900
403-4201-538.45-02	IMS Rental	24,794	29,805	34,525
403-4201-538.45-05	Rentals-Other	-	5,000	-
403-4201-538.46-01	Insurance-Liability	16,261	16,261	16,261
403-4201-538.49-25	Assessments/Taxes	10,728	12,000	12,900
403-4201-538.49-35	CDL-Physicals/Licenses	180	120	120
403-4201-538.49-43	Regional Monitoring Prog.	-	15,000	15,000
403-4201-538.49-44	Project Green	11,000	11,000	11,000
403-4201-538.49-45	Fones Road Treatment	-	8,250	8,250
403-4201-538.50-02	Common Facilities-1902	14,010	16,471	15,198
403-4201-538.50-03	Intra-Governmental	3,530	3,530	3,530

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Stormwater Utility Fund - Expenditures</i>				
Public Works Stormwater Division				
General Services - continued				
403-4201-538.60-01	Capital Outlays-Equipment	71,775	-	-
403-4201-538.60-99	Capitalized Assets	(71,045)	-	-
403-4201-587.60-99	Capital-Transferred Out	71,045	-	-
Total General Service		1,070,807	1,099,061	1,119,419
Customer Service				
403-4202-514.10-01	Salaries-Regular	5,689	4,955	5,034
403-4202-514.10-05	Salaries-Overtime	37	-	-
403-4202-514.20-01	Employer Paid Benefits	2,446	2,473	2,640
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	5,452	5,036	5,834
403-4202-514.45-08	Lease Miscellaneous	515	500	500
403-4202-514.46-06	AWC-L & I Pool	546	486	765
403-4202-514.49-01	Excise Taxes	39,833	38,545	38,545
403-4202-514.49-02	Printing & Binding	-	500	500
403-4202-514.49-27	Bad Debt Expense	167	1,800	1,800
403-4202-514.82-01	Depreciation-Utilities	1,554,140	1,650,000	1,650,000
403-4202-597.69-02	Transf Out-Construction	250,000	250,000	200,000
Total Customer Service		1,858,825	1,956,295	1,907,618
Stormwater Facility Maintenance				
403-4203-538.10-01	Salaries-Regular	272,250	292,849	287,393
403-4203-538.10-05	Salaries-Overtime	5,443	4,000	4,000
403-4203-538.10-06	Salaries-Part-Time	18,884	17,662	18,015
403-4203-538.20-01	Employer Paid Benefits	122,959	136,064	140,705
403-4203-538.31-01	Office & Operating Supply	24,539	25,040	35,040
403-4203-538.31-02	Small Tools & Equipment	3,634	2,500	2,500
403-4203-538.31-17	Supplies-Uniform Purchase	938	1,600	1,600
403-4203-538.31-22	Manhole/Ring/Lid Replace	-	4,000	4,000
403-4203-538.34-01	Fuel	-	-	750
403-4203-538.41-01	Prof. Svc-Other	6,031	13,000	13,000
403-4203-538.45-01	Equipment Rental	130,298	174,646	190,773
403-4203-538.47-01	Utility-Electric	547	900	900
403-4203-538.47-02	Utility-City of Lacey	7,520	13,000	13,000

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Stormwater Utility Fund - Expenditures</i>				
Public Works Stormwater Division				
Stormwater Facility Maintenance-continued				
403-4203-538.48-01	Rep & Maint-Equipment	103	800	800
403-4203-538.48-03	Rep & Maint-Facilities	516	2,050	52,050
403-4203-538.49-10	Uniform Contract/Cleaning	-	500	500
403-4203-538.49-29	Vactor Waste	15,309	71,200	30,000
403-4203-538.60-99	Capitalized Assets	(2,006)	-	-
403-4203-587.60-99	Capital-Transferred Out	2,006	-	-
Total Stormwater Facility Maintenance		608,971	759,811	795,026
Total Stormwater Utility Fund Expenditures		3,538,603	3,815,167	3,822,063



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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 2013 maintenance and operating budget for the Reclaimed Water Utility Fund is **\$100,000**.

2013 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	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Reclaimed Water Utility Fund - Revenues</i>				
Revenues				
404-0000-308.00-00	Estimated Beginning Cash	-	99,600	99,600
404-0000-361.11-00	Investment Interest	431	400	400
Total Reclaimed Water Utility Fund Revenues		431	100,000	100,000

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 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 2013 budget for this fund is **\$11,256,453**.

2013 PROJECTS, GOALS AND PRIORITIES**WATER CONSTRUCTION FUND:**

- Union Mills Altitude Valve Replacement
- ATEC Water TF Residuals Disposal design
- Telemetry Control Valves
- Water Line Replacement Projects
- Well 15 and 16 Replacement
- Lacey Share of the Brewery Studies.
- Add critical valves in College Street.
- Annual Transmission Improvement (Pacific Avenue).
- College & 22nd Roundabout-Watermain Improvements.

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Water Capital Fund - Revenues</i>				
Revenues				
410-0000-308.00-00	Estimated Beginning Cash	-	1,814,952	-
410-0000-308.01-00	Construction Cash	-	4,409,551	-
410-0000-334.04-20	Commerce JDF - Gateway	18,724	-	-
410-0000-343.40-05	Replacement Sales	1,367,395	1,454,065	1,517,490
410-0000-343.40-07	General Facilities Charge	2,067,586	2,120,370	2,032,447
410-0000-361.11-00	Investment Interest	20,440	-	25,000
410-0000-361.12-00	Interest Construction	968	-	1,000
410-0000-382.20-00	Revenue Bond Proceeds	-	-	3,000,000
410-0000-382.70-00	PWTF Loan	-	-	2,338,000
410-0000-397.02-00	Transfers In-Water Fund	2,059,954	1,166,810	1,342,516
410-0000-397.12-00	Transfer In-Water Mitigat	1,529,485	1,000,000	-
410-0000-397.13-00	Transfers in-414 Fund	-	-	1,000,000
Total Water Capital Fund Revenues		7,064,552	11,965,748	11,256,453

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Water Capital Fund - Expenditures</i>				
Public Works Water Capital				
Replacement Construction				
410-3417-534.60-99	Capitalized Assets	(862,635)	-	-
410-3417-534.69-01	Estimated Ending Fund Bal	-	939,301	-
410-3417-534.90-01	Preliminary Engineering	226,657	830,168	-
410-3417-534.90-05	Construction Engineering	116,154	246,108	-
410-3417-534.90-11	Construction Administrative	11,655	-	-
410-3417-534.90-13	Construction/Utilities	765,992	2,253,440	-
Total Replacement Construction		257,823	4,269,017	-
Construction				
410-3418-534.60-99	Capitalized Assets	(2,104,517)	-	-
410-3418-534.69-01	Estimated Ending Fund Bal	-	2,539,365	1,931,132
410-3418-534.90-01	Preliminary Engineering	135,439	60,487	2,768,328
410-3418-534.90-05	Construction Engineering	57,494	133,875	487,328
410-3418-534.90-11	Construction Administrative	34,246	-	-
410-3418-534.90-13	Construction/Utilities	644,191	2,296,384	5,523,045
410-3418-534.90-22	Purchase of Land	1,348,118	246,620	246,620
410-3418-534.90-25	Water Rights Mitigation	99	1,420,000	300,000
410-3418-597.02-01	Transfers out	583,505	1,000,000	-
Total Construction		698,575	7,696,731	11,256,453
Total Water Capital Fund Expenditures		956,398	11,965,748	11,256,453



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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 2013 fund requirements are **\$2,537,501**.

2013 PROJECTS, GOALS AND PRIORITIES**WASTEWATER CONSTRUCTION FUND PROJECTS:**

- Wastewater Comprehensive Plan
- Lift Station 25 and 31 upgrades
- Complete construction of major improvements to Lift Station #9 to relieve wastewater capacity construction in south Lacey
- Steilacoom Road Gravity Line (Husky Way Part 1)
- Upgrade Lift Station #19

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Wastewater Capital Fund - Revenues</i>				
Revenues				
411-0000-308.00-00	Estimated Beginning Cash	-	2,629,908	-
411-0000-308.01-00	Construction Cash	-	2,552,640	116,283
411-0000-334.04-20	Commerce JDF - Gateway	670,178	-	-
411-0000-343.50-04	Replacement Sales	319,630	338,585	315,698
411-0000-343.50-08	General Facilities Charge	1,109,578	1,250,000	1,285,650
411-0000-361.11-00	Investment Interest	3,291	2,000	2,500
411-0000-361.12-00	Interest Construction	18,720	5,500	12,500
411-0000-366.10-00	Interfund Interest	14,098	25,000	231,000
411-0000-381.10-00	Loans Received	-	500,000	382,004
411-0000-397.03-00	Transfers In-Wastewater	233,855	176,737	191,866
411-0000-397.04-00	Transfers In-411 Const	1,910,375	-	-
Total Wastewater Capital Fund Revenues		4,279,725	7,480,370	2,537,501

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Wastewater Capital Fund - Expenditures</i>				
Public Works Wastewater Capital				
Replacement Construction				
411-3517-535.60-99	Capitalized Assets	(1,014,730)	-	-
411-3517-535.69-01	Estimated Ending Fund Bal	-	1,278,197	-
411-3517-535.90-01	Preliminary Engineering	113,221	598,739	-
411-3517-535.90-05	Construction Engineering	20,751	201,976	-
411-3517-535.90-11	Construction Administrative	8,354	-	-
411-3517-535.90-13	Construction/Utilities	918,225	1,068,318	-
Total Replacement Construction		45,821	3,147,230	-
Construction				
411-3518-535.60-99	Capitalized Assets	(1,720,662)	-	-
411-3518-535.69-01	Estimated Ending Fund Bal	-	3,553,140	-
411-3518-535.90-01	Preliminary Engineering	54,864	65,000	1,177,088
411-3518-535.90-05	Construction Engineering	158,379	70,000	94,088
411-3518-535.90-11	Construction Administrative	38,510	-	-
411-3518-535.90-13	Construction/Utilities	1,479,092	445,000	1,066,325
411-3518-535.90-22	Purchase of Land	-	200,000	200,000
411-3518-597.02-03	411-All construction	1,910,375	-	-
Total Construction		1,920,558	4,333,140	2,537,501
Total Wastewater Capital Fund Expenditures		1,966,379	7,480,370	2,537,501



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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 2013 are budgeted to be **\$201,500** Revenues for this fund come from rates, loans, and grants.

2013 PROJECTS, GOALS AND PRIORITIES

- Initiate Woodland Creek enhancement projects consistent with water right mitigation agreements.
- Complete 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.
- Design Lacey Vector Waste Decant Facility.

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Stormwater Capital Fund - Revenues</i>				
Revenues				
412-0000-308.00-00	Estimated Beginning Cash	-	817,142	-
412-0000-334.03-13	Dept of Ecology	91,626	50,000	-
412-0000-361.11-00	Investment Interest	2,000	-	1,500
412-0000-397.05-00	Transfers In-Stormwater	250,000	250,000	200,000
Total Stormwater Capital Fund Revenues		343,626	1,117,142	201,500
Construction				

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Stormwater Capital Fund - Expenditures</i>				
Public Works Stormwater Capital				
412-4218-542.60-99	Capitalized Assets	(500,000)	-	-
412-4218-542.69-01	Estimated Ending Fund Bal	-	689,955	95,500
412-4218-542.90-01	Preliminary Engineering	104,750	277,187	54,750
412-4218-542.90-04	Storm Drainage	15,323	95,000	47,500
412-4218-542.90-05	Construction Engineering	-	10,000	3,750
412-4218-542.90-17	Land	500,000	-	-
412-4218-597.02-01	Transfers out	-	45,000	-
Total Stormwater Capital Fund Expenditures		120,073	1,117,142	201,500



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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 2013 budget for the Reclaimed Water Capital Fund is **\$1,000,000**. This fund will provide for the future construction of the facilities necessary to irrigate rights-of-way in northeast Lacey, Regional Athletic Complex, and provide future water right mitigation efforts.

2013 PROJECTS, GOALS AND PRIORITIES

- Identify property for a future storage reservoir and pumping station in northeast Lacey.
- 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	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Reclaimed Water Capital Fund - Revenues</i>				
Revenues				
414-0000-308.00-00	Estimated Beginning Cash	-	1,785,345	995,000
414-0000-331.66-20	Office of Water/WaterShed	192,350	-	-
414-0000-334.04-20	Commerce JDF - Gateway	9,773	-	-
414-0000-361.11-00	Investment Interest	8,411	-	5,000
414-0000-369.90-00	Other Misc Revenue	-	149,390	-
414-0000-397.11-01	Transfer In-Current Exp	1,700,000	-	-
Total Reclaimed Water Capital Fund Revenues		1,910,534	1,934,735	1,000,000

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Reclaimed Water Capital Fund - Expenditures</i>				
Public Works Reclaimed Water Capital				
Construction				
414-3518-535.60-99	Capitalized Assets	(535,045)	-	-
414-3518-535.69-01	Estimated Ending Fund Bal	-	1,203,470	-
414-3518-535.90-01	Preliminary Engineering	159,103	40,000	-
414-3518-535.90-05	Construction Engineering	6,038	71,315	-
414-3518-535.90-13	Construction/Utilities	369,905	619,950	-
414-3518-597.01-07	Transfer Out to 410	-	-	1,000,000
Total Reclaimed Water Capital Fund Expenditures		1	1,934,735	1,000,000



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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	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Water Debt Fund - Revenues</i>				
Revenues				
450-0000-308.04-00	Depreciation-Balancing	-	3,499,900	3,499,900
450-0000-361.11-00	Investment Interest	104	100	100
450-0000-361.55-07	ULID 20	1,083	-	-
450-0000-383.10-00	Contributed Capital	1,671,516	-	-
Total Water Debt Service Fund Revenues		1,672,703	3,500,000	3,500,000

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Water Debt Fund - Expenditures</i>				
Finance - Debt Retirement				
Debt Retirement				
450-3401-534.82-01	Depreciation-Utilities	3,087,108	3,500,000	3,500,000
Total Water Debt Service Fund Expenditures		3,087,108	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	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Wastewater Debt Fund - Revenues</i>				
Revenues				
451-0000-308.04-00	Depreciation-Balancing	-	2,349,650	2,349,650
451-0000-361.13-00	Int. Earned Debt Reserve	317	350	350
451-0000-383.10-00	Contributed Capital	632,296	-	-
Total Wastewater Debt Service Fund Revenues		632,613	2,350,000	2,350,000

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Wastewater Debt Fund - Expenditures</i>				
Finance - Debt Retirement				
Debt Retirement				
451-3501-535.82-01	Depreciation-Utilities	1,748,764	2,350,000	2,350,000
Total Wastewater Debt Service Fund Expenditures		1,748,764	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 237 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 2013 budget for the Equipment Rental Fund is **\$2,616,408** 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.

2013 PROJECTS, GOALS AND PRIORITIES

- Ensure 2013 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	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Equipment Rental Fund - Revenues</i>				
Revenues				
501-0000-308.00-00	Estimated Beginning Cash	-	85,480	152,120
501-0000-361.11-00	Investment Interest	17,550	20,000	13,238
501-0000-365.10-07	Police	429,504	553,333	536,177
501-0000-365.10-08	Planning & Comm. Dev.	23,481	26,849	24,865
501-0000-365.10-09	Public Works	65,226	75,133	100,836
501-0000-365.10-10	Parks & Recreation	20,888	25,398	35,671
501-0000-365.10-11	Facilities Maintenance	10,401	11,645	7,527
501-0000-365.10-12	Parks Maintenance	286,045	287,544	333,080
501-0000-365.10-13	Water	274,444	320,443	411,545
501-0000-365.10-14	Wastewater	181,552	195,658	289,861
501-0000-365.10-15	Stormwater	131,401	177,301	193,673
501-0000-365.10-16	Streets	197,960	222,211	260,938
501-0000-365.10-17	Animal Services	18,267	22,500	30,292
501-0000-365.10-20	City Hall	19,229	28,251	22,217
501-0000-365.10-21	City Shops	19,203	46,885	21,438
501-0000-365.10-22	Fire District #3	67,256	60,000	85,174
501-0000-365.10-23	Water Resource	12,184	13,571	13,873
501-0000-365.10-24	Regional Athletic Complex	73,064	72,898	83,883
501-0000-369.10-00	Sale of Scrap & Surplus	1,685	-	-
501-0000-369.13-00	Proceeds from Assets	24,220	-	-
501-0000-369.40-00	Court Fees/Judgments	51,628	-	-
501-0000-369.90-00	Other Misc Revenue	200	-	-
501-0000-383.11-00	From Governmental Funds	67,181	-	-
501-0000-387.00-00	Residual Equity Trans In	184,641	-	-
Total Equipment Rental Fund Revenues		2,177,210	2,245,100	2,616,408

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Equipment Rental Fund - Expenditures</i>				
Public Works Equipment Rental				
General Services				
501-4801-548.10-01	Salaries-Regular	116,378	116,245	122,623
501-4801-548.10-05	Salaries-Overtime	21	200	200
501-4801-548.20-01	Employer Paid Benefits	48,211	45,373	48,856
501-4801-548.31-01	Office & Operating Supply	507	750	750
501-4801-548.31-17	Supplies-Uniform Purchase	805	2,200	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	1,213	1,500	1,500
501-4801-548.45-02	IMS Rental	3,253	6,984	7,345
501-4801-548.46-02	Insurance-Fire/Property	6,037	6,037	6,037
501-4801-548.46-04	Insurance-Vehicle	24,634	23,530	23,530
501-4801-548.46-06	AWC-L & I Pool	-	-	515
501-4801-548.48-01	Rep & Maint-Equipment	609	650	650
501-4801-548.48-03	Rep & Maint-Facilities	118	2,896	2,896
501-4801-548.49-10	Uniform Contract/Cleaning	565	1,000	1,000
501-4801-548.49-35	CDL-Physicals/Licenses	-	144	172
501-4801-548.50-02	Common Facilities-1902	10,211	16,471	15,197
501-4801-548.60-01	Capital Outlays-Equipment	-	-	80,000
501-4801-548.60-02	Capital Outlays-Replace	628,171	261,886	500,000
501-4801-548.60-99	Capitalized Fixed Asset	(606,579)	-	-
501-4801-548.65-02	Depreciation-Vehicles	681,510	662,927	693,512
Total General Services		915,764	1,150,793	1,508,983
Preventative Maintenance				
501-4802-548.10-01	Salaries-Regular	108,733	113,166	118,502
501-4802-548.10-05	Salaries-Overtime	-	200	200
501-4802-548.10-06	Salaries-Part-Time	8,553	9,483	9,647
501-4802-548.20-01	Employer Paid Benefits	51,896	53,335	58,004
501-4802-548.31-01	Office & Operating Supply	62,700	75,000	75,000
501-4802-548.31-02	Small Tools & Equipment	4,187	3,850	5,000
501-4802-548.31-27	Software Upgrade	2,227	2,900	2,900
501-4802-548.41-01	Prof. Svc-Other	441	1,000	1,000
501-4802-548.48-01	Rep & Maint-Equipment	33,682	50,000	50,000

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Equipment Rental Fund - Expenditures</i>				
Public Works Equipment Rental				
Preventative Maint.-Cont.				
501-4802-548.49-30	Software Maintenance	1,734	1,595	1,595
Total Preventative Maintenance		274,153	310,529	321,848
Fuel, Oil, Tires				
501-4803-548.10-01	Salaries-Regular	19,941	20,769	21,834
501-4803-548.20-01	Employer Paid Benefits	9,317	9,209	9,943
501-4803-548.31-01	Office & Operating Supply	1,878	700	700
501-4803-548.34-01	Fuel	354,659	500,800	500,800
501-4803-548.34-02	Diesel	173,079	221,000	221,000
501-4803-548.34-03	Tires	27,737	27,500	27,500
501-4803-548.41-01	Prof. Svc-Other	961	2,000	2,000
501-4803-548.48-01	Rep & Maint-Equipment	469	1,800	1,800
501-4801-548.60-01	Capital Outlays-Equipment	99	-	-
Total Fuel, Oil, Tires		588,041	783,778	785,577
Total Equipment Rental Fund Expenditures		1,778,057	2,245,100	2,616,408

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 2013 budget for Information Management Services is **\$1,702,494** 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.

2013 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	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Information Management Service Fund - Revenues</i>				
Revenues				
502-0000-308.00-00	Estimated Beginning Cash	-	147,207	143,501
502-0000-361.11-00	Investment Interest	5,748	8,500	4,500
502-0000-365.90-01	City Manager	11,554	13,642	14,689
502-0000-365.90-02	Finance	33,161	31,700	36,363
502-0000-365.90-03	Council	2,545	2,707	3,072
502-0000-365.90-05	Personnel	19,432	12,365	15,468
502-0000-365.90-06	Community Relations	8,423	9,380	12,088
502-0000-365.90-07	Police	202,483	203,137	208,444
502-0000-365.90-08	Planning & Comm. Dev.	77,366	69,420	80,487
502-0000-365.90-09	Public Works	63,474	67,806	65,059
502-0000-365.90-10	Parks & Recreation	34,692	41,129	42,383
502-0000-365.90-11	Parks Maintenance	11,360	10,031	13,484
502-0000-365.90-12	Facility Maintenance	1,423	1,462	1,533
502-0000-365.90-13	Water	173,035	182,529	166,044
502-0000-365.90-14	Wastewater	49,706	63,918	68,112
502-0000-365.90-15	Stormwater	30,246	34,841	40,359
502-0000-365.90-16	City Streets	18,486	17,520	18,235
502-0000-365.90-18	Community Buildings	9,232	7,678	7,197
502-0000-365.90-19	Common Facilities	697,350	733,261	628,575
502-0000-365.90-20	Equipment Rental	3,253	6,984	7,345
502-0000-365.90-21	City Shops	80,920	86,335	90,880
502-0000-365.90-23	Water Resource	18,497	15,752	24,570
502-0000-365.90-24	Regional Athletic Complex	8,409	9,554	10,106
502-0000-369.10-00	Sale of Scrap & Surplus	196	-	-
502-0000-369.90-00	Other Misc Revenue	1,740	-	-
502-0000-383.11-00	From Governmental Funds	11,185	-	-
Total Information Mgmt. Services Fund Revenues		1,573,916	1,776,858	1,702,494
Total City Revenues		96,054,830	121,439,086	96,576,861

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Information Management Service Fund - Expenditures</i>				
Finance				
Central System Support				
502-1801-518.10-01	Salaries-Regular	239,173	202,275	209,575
502-1801-518.10-05	Salaries-Overtime	-	3,000	3,000
502-1801-518.20-01	Employer Paid Benefits	95,359	85,473	89,698
502-1801-518.31-01	Office & Operating Supply	6,723	14,000	14,000
502-1801-518.31-27	Software Upgrade	3,006	8,000	8,000
502-1801-518.41-25	Prof. Svc-Computer	365	10,000	10,000
502-1801-518.42-01	Communications-Telephone	16,879	18,120	18,120
502-1801-518.42-05	Communications-Webhosting	60	6,000	6,000
502-1801-518.43-01	Transportation/Per Diem	1,696	8,000	8,000
502-1801-518.43-02	Dues, Subscriptions, Publ	432	2,000	2,000
502-1801-518.43-03	Registrations	1,938	8,000	8,000
502-1801-518.46-06	AWC-L & I Pool	-	-	144
502-1801-518.48-01	Rep & Maint-Equipment	26	2,000	2,000
502-1801-518.49-02	Printing & Binding	-	500	500
502-1801-518.49-05	Professional Development	865	9,000	9,000
502-1801-518.49-30	Software Maintenance	146,074	180,000	180,000
502-1801-518.49-31	Hardware Maintenance	50,566	52,000	52,000
502-1801-518.49-67	Web Services	163	7,707	2,000
Total Central System Support		563,325	616,075	622,037
PC & Network Support				
502-1802-518.10-01	Salaries-Regular	313,233	373,223	384,144
502-1802-518.10-05	Salaries-Overtime	-	3,000	3,000
502-1802-518.20-01	Employer Paid Benefits	118,145	154,659	160,309
502-1802-518.31-01	Office & Operating Supply	6,907	10,000	10,000
502-1802-518.41-25	Prof. Svc-Computer	1,153	7,500	7,500
502-1802-518.43-01	Transportation/Per Diem	1,339	6,000	6,000
502-1802-518.43-03	Registrations	-	5,000	5,000
502-1802-518.49-05	Professional Development	-	10,000	10,000
502-1802-518.60-01	Capital Outlays-Equipment	149,693	150,000	150,000
502-1802-518.60-09	Software Assurance	50,494	60,000	60,000
502-1802-518.60-99	Capitalize Assets	(60,257)	-	-
502-1802-518.65-04	Depreciation-IMS Equip	210,850	240,000	140,000
Total PC & Network Support		791,557	1,019,382	935,953

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Information Management Service Fund - Expenditures</i>				
Finance Expenditures				
Help Desk				
502-1803-518.10-01	Salaries-Regular	85,448	88,172	90,191
502-1803-518.10-05	Salaries-Overtime	-	1,500	1,500
502-1803-518.20-01	Employer Paid Benefits	33,536	38,829	39,913
502-1803-518.31-01	Office & Operating Supply	6,895	7,000	7,000
502-1803-518.42-01	Communications-Telephone	-	500	500
502-1803-518.43-01	Transportation/Per Diem	-	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		125,879	141,401	144,504
Total Information Mgmt. Services Fund Expenditures		1,480,761	1,776,858	1,702,494
Total City Expenditures		93,079,502	121,439,086	96,576,861

ANIMAL SERVICES



2013 BUDGET



Serving the communities of
Lacey • Olympia • Tumwater • Thurston County

3120 MARTIN WAY
OLYMPIA, WA 98506
(360) 352-2510

www.jointanimalservices.org

JOINT ANIMAL SERVICES

Thurston County and the cities of Lacey, Olympia, and Tumwater established Animal Services through an Intergovernmental Agreement. This agreement provides for the governance and funding structure to operate and maintain an animal shelter on behalf of the participating jurisdictions. The shelter holds impounded or lost animals, animals involved in court action, and owner-relinquished animals. This is the eleventh full year in the new shelter, located at 3120 Martin Way NE. Additional services include licensing, adoption, education, complaint investigation, and enforcement of animal regulations.

The City of Lacey is the lead agency for Animal Services providing administrative and financial management for the intergovernmental agency. Each participating jurisdiction pays an assessment to fund the maintenance and operations of Animal Services. A jurisdiction’s population and direct services received are the basis for calculating assessments. The Joint Animal Services Fund reflects these assessments as revenue. Additional funding comes from shelter and license fees charged for services used by the public. In 2012, Animal Services employed 15.39 FTE.

BUDGET SUMMARY

The Animal Services budget is organized into six programs.

- Administrative and Support Services
- Shelter Operation
- Field Services
- Licensing
- Grants
- Shelter Debt & Depreciation

The 2013 budget for the Animal Services Fund is \$2,058,005.

2013 PROGRAMS, GOALS & PRIORITIES

- Maintain or increase current levels of pet adoption.
- Maximize community awareness of pet-related grants available through this agency for pet spay/neuter services and urgent care.
- Utilize trained volunteers for community outreach efforts addressing appropriate species-specific animal care and safety awareness.
- Maintain spay/neuter and microchip identification programs.
- Expand public awareness of shelter programs and animal issues.
- Improve and maintain quality of educational and informational materials and venues such as pamphlets, TV programs, website, and media spots.
- Administer community grants specific to animal-related health and care.
- Administer a twelve month, from date of purchase, pet license program and maintain remote license sales to enhance convenience for pet owners.
- Maintain a network system for information management and retrieval that increases staff efficiency and effectively documents department interactions with the community.
- Continue to encourage a high level of volunteer activity and support for sheltered animals.
- Enhance data collection capabilities to increase effectiveness of animal enforcement.
- Continue to effectively respond to complaints of noncompliance to local ordinance and to animal cruelty including investigation, prosecution, and education.
- Work with animal advocacy and rescue groups to enhance the alternatives for animals in the care of Animal Services.
- Enhance licensing participation beyond current (2011) per capita rates: Thurston County 6.1%; Olympia 8.8%; Lacey 7.3%; and Tumwater 6.7%.

2013 COST DISTRIBUTION BY PARTICIPATING AGENCIES:

	M & O	DEBT RETIREMENT
THURSTON COUNTY	\$ 568,695	\$ -
OLYMPIA	\$ 247,080	\$ 23,821
LACEY	\$ 233,562	\$ -
TUMWATER	\$ 98,363	\$ -

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Joint Animal Services</i>				
Revenues				
503-0000-308.00-00	Estimated Beginning Cash	-	467,875	395,855
503-0000-322.30-01	Th County-License Sales	78,711	89,500	85,000
503-0000-322.30-02	Olympia-License Sales	51,460	45,250	51,500
503-0000-322.30-03	Lacey-License Sales	42,231	32,500	42,200
503-0000-322.30-04	Tumwater-License Sales	15,302	12,000	15,500
503-0000-322.30-05	Dangerous Dog Registrare	508	200	200
503-0000-337.06-00	Grants-Educ & Vet Care	22,000	-	-
503-0000-337.08-00	Restricted-Sup/Med/Vaccin	2,773	2,750	2,750
503-0000-337.09-00	Restricted-Prof Svc Other	16,638	2,500	2,500
503-0000-337.10-00	Restricted-Vet Services	18,049	5,000	5,000
503-0000-337.12-00	Restricted-Public Educ	6,658	2,500	2,500
503-0000-338.39-01	Th County-Assessment	528,752	523,576	568,695
503-0000-338.39-02	Olympia-Assessment	217,400	229,641	247,080
503-0000-338.39-03	Lacey-Assessment	200,853	221,251	233,562
503-0000-338.39-04	Tumwater-Assessment	86,060	92,577	98,363
503-0000-343.93-01	Reclaims-Thurston County	11,545	13,500	13,500
503-0000-343.93-02	Reclaims-Olympia	4,168	5,000	5,000
503-0000-343.93-03	Reclaims-Lacey	4,395	4,000	4,400
503-0000-343.93-04	Reclaims-Tumwater	1,029	1,300	1,400
503-0000-343.93-05	Reclaims-Non City/county	1,080	1,100	1,200
503-0000-361.11-00	Investment Interest	5,283	5,000	6,000
503-0000-362.40-00	Facility Rentals	6,000	6,000	6,000
503-0000-362.41-00	Rental Fees Traps	1,413	2,500	2,500
503-0000-367.05-00	Donation-Catalog Sales	35,990	34,000	34,000
503-0000-367.06-00	Donation-Private Sources	322,973	13,200	13,200
503-0000-367.12-00	Donations-Special Events	155	5,000	6,500
503-0000-367.24-00	Off Leash Park Donations	286	-	-
503-0000-369.13-00	Proceeds from Assets	3,250	-	-
503-0000-369.20-01	Adoptions-Thurston County	9,973	15,000	12,250
503-0000-369.20-02	Adoptions-Olympia	5,101	6,000	6,000
503-0000-369.20-03	Adoptions-Lacey	3,726	4,000	4,000
503-0000-369.20-04	Adoptions-Tumwater	1,207	1,500	1,400
503-0000-369.20-05	Adoptions-Non City/County	6,567	7,400	7,000
503-0000-369.20-06	Adoptions-Promo Project	74,729	85,000	75,000
503-0000-369.40-00	Court Fees/Judgments	2,105	2,000	2,000
503-0000-369.40-01	Shelter Fees	24,688	26,000	26,000

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Joint Animal Services</i>				
Revenues				
503-0000-369.81-00	Cash Over & Short	1	-	-
503-0000-369.90-00	Other Misc Revenue	477	-	-
503-0000-379.10-00	From Private Sector	14,885	-	-
503-0006-308.05-00	Bldg Depreciation Asset	-	56,129	56,129
503-0006-338.39-06	Olympia-Loan Assessment	23,821	23,821	23,821
Total Joint Animal Services Revenue		1,852,242	2,044,570	2,058,005

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Joint Animal Services</i>				
Animal Services Expenditures				
General Services				
503-3901-539.10-01	Salaries-Regular	106,705	109,625	112,975
503-3901-539.20-01	Employer Paid Benefits	35,952	40,270	41,326
503-3901-539.31-01	Office & Operating Supply	864	800	800
503-3901-539.31-14	Supplies-Catalog Donation	9,764	10,000	10,000
503-3901-539.41-01	Prof. Svc-Other	625	1,500	1,500
503-3901-539.41-05	Prof. Svc-Audit	6,765	3,000	3,000
503-3901-539.41-26	Prof. Svc-Administration	83,040	88,456	91,110
503-3901-539.42-02	Communications-Postage	-	600	600
503-3901-539.43-01	Transportation/Per Diem	-	650	650
503-3901-539.43-02	Dues, Subscriptions, Publ	535	550	550
503-3901-539.43-03	Registrations	40	750	750
503-3901-539.46-01	Insurance-Liability	23,454	23,454	23,454
503-3901-539.46-06	AWC-L & I Pool	1,022	910	1,428
503-3901-539.48-01	Rep & Maint-Equipment	-	350	350
503-3901-539.49-02	Printing & Binding	52	450	450
503-3901-539.49-11	Public Education	1,681	7,000	7,000
503-3901-539.49-12	Special Events	1,323	1,200	2,000
503-3901-539.49-25	Assessments/Taxes	7	-	-
503-3901-539.49-27	Bad Debt Expense	607	500	500
503-3901-539.49-30	Software Maintenance	379	3,000	3,000
503-3901-539.49-32	Bankcard Service Fees	3,342	3,000	3,000
Total General Services		276,157	296,065	304,443
Shelter Operations				
503-3902-539.10-01	Salaries-Regular	293,717	298,781	306,475
503-3902-539.10-05	Salaries-Overtime	1,243	1,500	1,500
503-3902-539.10-06	Salaries-Part-Time	14,243	3,366	7,424
503-3902-539.20-01	Employer Paid Benefits	155,260	158,953	187,988
503-3902-539.31-01	Office & Operating Supply	4,343	5,000	5,000
503-3902-539.31-02	Small Tools & Equipment	1,554	1,500	1,500
503-3902-539.31-17	Supplies-Uniform Purchase	2,125	2,500	2,500
503-3902-539.35-01	Supplies-Food & Cleaning	14,455	15,000	15,000
503-3902-539.35-02	Supplies-Medical/Vaccine	8,460	8,000	8,000
503-3902-539.35-03	Supplies-Euthanasia	4,578	5,500	5,500
503-3902-539.41-19	Prof. Svc-Vet Services	13,318	15,000	15,000
503-3902-539.41-20	Prof. Svc-Spay, Neuter	57,445	82,000	70,000

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Joint Animal Services</i>				
Animal Services Expenditures				
Shelter Operations - continued				
503-3902-539.41-21	Prof. Svc-Disposal	22,800	23,500	23,500
503-3902-539.41-22	Prof. Svc-Security System	818	1,000	1,500
503-3902-539.42-01	Communications-Telephone	8,688	8,500	8,700
503-3902-539.42-02	Communications-Postage	405	1,500	1,500
503-3902-539.43-01	Transportation/Per Diem	-	1,525	1,525
503-3902-539.43-02	Dues, Subscriptions, Publ	477	450	450
503-3902-539.43-03	Registrations	1,105	1,725	1,725
503-3902-539.44-03	Adv/Call for Bids	-	100	100
503-3902-539.45-03	Copier Rental	1,754	3,800	3,800
503-3902-539.46-02	Insurance-Fire/Property	2,611	2,657	2,657
503-3902-539.47-01	Utility-Electric	22,790	16,500	20,500
503-3902-539.47-03	Utility-Natural Gas	9,176	11,400	9,500
503-3902-539.47-05	Utility-City of Olympia	10,902	12,000	12,000
503-3902-539.47-08	Utility-Recycled Waste	981	1,000	1,200
503-3902-539.48-01	Rep & Maint-Equipment	4,852	92,800	92,800
503-3902-539.48-03	Rep & Maint-Facilities	9,174	19,000	13,000
503-3902-539.49-02	Printing & Binding	1,489	2,000	2,000
503-3902-539.49-23	Custodial	10,663	10,000	10,000
503-3902-539.49-25	Assessments/Taxes	11	-	-
503-3902-539.49-66	Senior Animal Adoptions	2,459	-	-
503-3902-539.60-01	Capital Outlays-Equipment	6,981	15,400	53,000
503-3902-539.60-02	Capital Outlays-Replace	-	19,475	13,150
503-3902-539.60-03	Capital-Improvements	11,605	105,000	90,000
503-3902-539.65-04	Depreciation-Equipment	15,007	19,475	13,150
503-3902-539.80-83	Interest-Capital Lease	641	-	-
Total Shelter Operations		716,130	965,907	1,001,644
Field Services				
503-3903-539.10-01	Salaries-Regular	173,368	177,493	184,037
503-3903-539.10-05	Salaries-Overtime	320	3,500	3,500
503-3903-539.10-06	Salaries-Part-Time	47,497	57,932	54,288
503-3903-539.20-01	Employer Paid Benefits	101,928	107,581	123,305
503-3903-539.31-01	Office & Operating Supply	1,821	1,500	1,500
503-3903-539.31-02	Small Tools & Equipment	1,210	1,600	1,600
503-3903-539.31-17	Supplies-Uniform Purchase	1,826	2,000	2,000

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Joint Animal Services</i>				
Animal Services Expenditures				
Field Services - continued				
503-3903-539.42-01	Communications-Telephone	4,180	3,750	3,750
503-3903-539.42-04	Communications-Base Radio	2,834	2,950	3,025
503-3903-539.42-05	Comm-Answering Svc	-	1,400	1,400
503-3903-539.43-01	Transportation/Per Diem	-	1,425	1,425
503-3903-539.43-03	Registrations	305	1,625	1,625
503-3903-539.46-04	Insurance-Vehicle	878	839	839
503-3903-539.48-01	Rep & Maint-Equipment	157	750	750
503-3903-539.48-09	Rep & Maint-Fleet Mgmt	18,267	22,500	22,500
503-3903-539.49-02	Printing & Binding	509	1,000	1,000
503-3903-539.60-01	Capital Outlays-Equipment	9,494	-	-
503-3903-539.60-02	Capital Outlays-Replace	26,776	13,000	15,705
503-3903-539.60-99	Capitalize Asset	(35,126)	-	-
503-3903-539.65-02	Depreciation-Vehicles	15,598	13,000	15,705
Total Field Services		371,842	413,845	437,954
Licensing				
503-3904-539.10-01	Salaries-Regular	55,001	56,364	57,461
503-3904-539.10-05	Salaries-Overtime	51	-	-
503-3904-539.10-06	Salaries-Part-Time	2,616	4,264	3,860
503-3904-539.20-01	Employer Paid Benefits	16,816	17,950	17,468
503-3904-539.31-01	Office & Operating Supply	99	400	400
503-3904-539.31-17	Supplies-Uniform Purchase	366	275	275
503-3904-539.42-02	Communications-Postage	7,725	7,300	7,300
503-3904-539.43-03	Registrations	-	200	200
503-3904-539.44-06	Adv/Public Notices	1,750	1,500	2,500
503-3904-539.48-01	Rep & Maint-Equipment	-	200	200
503-3904-539.49-02	Printing & Binding	5,211	5,600	5,600
Total Licensing		89,635	94,053	95,264
Grants, Education and Vet Care				
503-3905-539.35-02	Supplies-Medical/Vaccine	8,584	19,750	21,750
503-3905-539.41-01	Prof. Svc-Other	3,683	27,500	27,500
503-3905-539.41-19	Prof. Svc-Vet Services	36,288	130,000	70,000
503-3905-539.49-11	Public Education	10,891	17,500	19,500
503-3905-539.49-69	Licensing Assistance Prog	513	-	-
Total Grants, Education and Vet Care		59,959	194,750	138,750

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Joint Animal Services</i>				
Animal Services Expenditures				
Shelter Debt				
503-3906-539.65-06	Replacement-Building	56,129	56,129	56,129
503-3906-539.70-01	Principal on Loan	-	17,590	17,590
503-3906-539.80-21	Interest on Loan	6,928	6,231	6,231
Total Shelter Debt		63,057	79,950	79,950
Total Joint Animal Services Expenditures		1,576,780	2,044,570	2,058,005

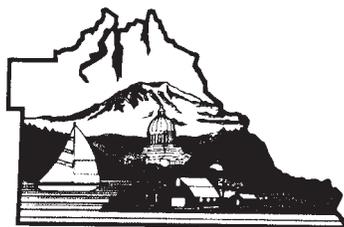


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2013 Budget

Thurston County Narcotics Task Force





THURSTON COUNTY
WASHINGTON

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THURSTON COUNTY NARCOTICS TASK FORCE

The Thurston County Regional Narcotics Task Force is a partnership of local police agencies responsible for reducing illegal drug trafficking in Thurston County. This group investigates violations of the Uniform Controlled Substance Act and provides training and assistance to nine local law enforcement agencies in Thurston County. It focuses primarily on drug trafficking organizations and mid-to-upper level drug dealers.

The City of Lacey is the administrative lead agency for the Drug Unit. In this capacity, the City provides clerical support, budget, and financial reporting services. Evidence services are provided by the Thurston County Sheriff's Office. Legal services are provided by Thurston County Prosecutor's Office.

The Drug Unit is comprised of one grant-covered Lieutenant from Lacey with oversight by an Olympia Commander, a WSP Sergeant, one Olympia Detective, one Tumwater Detective, two Thurston County Detectives (one covered by grant), one Lacey Detective, one Prosecutor, a Washington National Guard Analyst, a part-time DEA agent, and two support staff. Except for clerical and prosecutor support, other personnel costs are provided by each member agency and the drug grant.

BUDGET SUMMARY

The 2011 budget for the Drug Unit is **\$962,500**. This amount maintains the current level of staffing and expanded services. This does not include the cost of member agency personnel assigned to the unit.

2011 PROJECTS, GOALS & PRIORITIES

- Focus on middle and upper level drug dealers, especially DTO's (Drug Trafficking Organizations)
- Continue focus of removing illegal drugs from streets and communities
- Continue to disrupt and dismantle DTOs through aggressive investigation, prosecution and asset forfeiture
- Continue public education efforts
- Increase the focus on gang-related drug trafficking
- Continue to address the escalating problem of pharmaceutical diversion

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Thurston County Narcotics Task Force</i>				
Revenue				
504-0000-332.21-00	Forfeited Property	6,880	-	39,176
504-0000-332.99-99	HITDA Grant	47,613	52,000	52,000
504-0000-333.07-01	DU - WSP NMI	12,610	15,000	15,000
504-0000-333.16-00	DOJ	173,781	171,797	176,268
504-0000-333.16-01	DU - TSCO Marijuana Erad	2,505	-	-
504-0000-334.04-21	DU - Commerce	13,743	-	30,932
504-0000-338.21-00	Law Enforcement Service	100	-	-
504-0000-339.21-68	DU - DOJ Byrne JAG	4,090	-	-
504-0000-361.11-00	Investment Interest	341	100	100
504-0000-369.10-00	Sale of Scrap & Surplus	221	-	-
504-0000-369.40-00	Court Fees/Judgments	591,241	340,000	340,000
504-0000-369.40-30	Retained Seizure Property	37,931	-	-
504-0000-369.81-00	Cash Over & Short	20	-	-
504-0000-369.90-00	Other Misc Revenue	5,013	20,000	-
Total Thurston County Narcotics Task Force Revenue		896,089	598,897	653,476

Account Number.	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Thurston County Narcotics Task Force</i>				
Drug Unit Expenditures				
Investigation and Apprehension				
504-2106-521.10-01	Salaries-Regular	101,421	49,675	50,467
504-2106-521.20-01	Employer Paid Benefits	42,485	49,505	31,000
504-2106-521.31-01	Office & Operating Supply	8,937	10,000	15,000
504-2106-521.31-15	Evidence Monies	36,539	35,000	52,000
504-2106-521.31-39	Sized SmallEquip-Noncash	9,220	-	-
504-2106-521.41-01	Prof. Svc-Other	6,140	15,000	15,000
504-2106-521.41-05	Prof. Svc-Audit	-	4,750	-
504-2106-521.41-09	Prof. Svc-Prosecution	43,457	-	-
504-2106-521.41-15	Prof Svc-Hearings Officer	2,250	3,000	5,000
504-2106-521.41-24	Prof. Svc-Police Agencies	188,498	161,940	134,000
504-2106-521.41-25	Police Agency Overtime	-	-	27,000
504-2106-521.41-26	Prof. Svc-Administration	9,925	9,925	9,925
504-2106-521.42-01	Communications-Telephone	19,490	20,000	23,000
504-2106-521.42-02	Communications-Postage	2,560	2,565	2,600
504-2106-521.43-01	Transportation/Per Diem	6,888	3,000	3,000
504-2106-521.43-02	Dues, Subscriptions, Publ	52	-	-
504-2106-521.43-03	Registrations	-	3,000	5,000
504-2106-521.45-02	IMS Rental	10,900	7,000	20,000
504-2106-521.45-03	Copier Rental	4,061	3,800	3,800
504-2106-521.45-10	Rental Facilities	71,200	17,000	-
504-2106-521.46-04	Insurance-Vehicles	628	800	800
504-2106-521.46-06	AWC-L & I Pool	202	180	200
504-2106-521.47-01	Utility-Electric	5,132	1,600	-
504-2106-521.47-03	Utility-Natural Gas	1,566	450	-
504-2106-521.47-05	Utility-City of Tumwater	828	207	-
504-2106-521.47-07	Utility-Solid Waste	303	100	-
504-2106-521.48-01	Rep & Maint-Equipment	4,202	4,000	10,000
504-2106-521.49-06	Maintenance Contracts	996	150	1,000
504-2106-521.49-23	Custodial	1,260	-	-
504-2106-521.49-24	Drug Education-10%	46,292	20,000	20,000
504-2106-521.60-01	Capital Outlays-Equipment	4,090	-	-
504-2106-521.65-05	Depreciation-Equipment	16,378	4,360	12,320
504-2106-521.69-01	Estimated Ending Fund Bal	-	92	5,164
Total Investigation and Apprehension		645,900	427,099	446,276

Account Number	Description	2011 Actual Revenue/Expense	2012 Amended Budget	2013 Adopted Budget
<i>Thurston County Narcotics Task Force</i>				
Drug Unit Expenditures				
Protective Enforcement				
504-2107-521.41-09	Prof. Svc-Prosecution	114,049	85,899	85,899
504-2107-521.41-24	Prof. Svc-Police Agencies	92,220	85,899	121,301
Total Protective Enforcement		206,269	171,798	207,200
Total Thurston County Narcotics Task Force Expenditures		852,169	598,897	653,476