



# 2014 BUDGET

CITY OF LACEY, WASHINGTON



# City of Lacey, Washington 2014 Adopted Budget



City of Lacey  
420 College St SE  
Lacey, WA 98503-1238  
[www.ci.lacey.wa.us](http://www.ci.lacey.wa.us)

---

---

CITY OF LACEY, WASHINGTON  
2014 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>Liz P. Gotelli</i>	<i>Human Resources/Public Affairs Director</i>
<i>Lorraine M. Flemm</i>	<i>Parks and Recreation Director</i>
<i>Dusty D. Pierpoint</i>	<i>Police Chief</i>
<i>Scott D. Egger</i>	<i>Public Works Director</i>

\*Not updated until November 5, 2013 election results are complete

---

## Table of Contents

**Budget Introductory Section:**

Budget Message .....	1-1
Organizational Chart .....	1-3

**Budget Summary Section:**

Budget 2014 Summary .....	2-1
2013 - 2014 Comparison Total City Budget .....	2-29
Revenue Summary by Fund .....	2-30
Expenditure Summary by Fund .....	2-31
Budget at a Glance 2014 Budget Comparison to 2013 Amended Budget .....	2-33
2014 Summary of Expenditures by Budget Classification .....	2-35
FTE's By Department 2009 - 2014 .....	2-36
2014 Capital Budget .....	2-40

**Budget Detail Section:**

<b>Current Expense Fund:</b>	
Detailed Revenue .....	3-1
<b>Department Expenditures:</b>	
City Council .....	3-5
Contracted Services .....	3-7
City Manager .....	3-11
Public Affairs and Human Resources .....	3-13
Finance .....	3-17
Legal Services .....	3-19
Common Facilities .....	3-21
Police .....	3-25
Public Works Administration .....	3-31
Public Works Engineering .....	3-33
Public Works Parks Maintenance .....	3-37
Public Works Facilities Maintenance .....	3-41
Planning and Community Development .....	3-43
Public Works Water Resource .....	3-47
Parks and Recreation .....	3-51
Other Operating Expense .....	3-57
<b>Criminal Justice Fund</b> .....	3-59
<b>Community Buildings Fund</b> .....	3-63
<b>Regional Athletic Complex Fund</b> .....	3-69
<b>Public Works - City Street Fund</b> .....	3-73
<b>Public Works - Arterial Street Fund</b> .....	3-79
<b>Lodging Tax Fund</b> .....	3-83
<b>Community Development Block Grant Fund</b> .....	3-87
<b>General Obligation Bond Fund</b> .....	3-91

## Table of Contents

<i>Local Improvement District Bond Fund .....</i>	3-95
<i>Building Improvement Fund: .....</i>	3-99
<i>Capital Equipment Fund.....</i>	3-103
<i>Parks and Open Space Fund.....</i>	3-107
<i>Regional Athletic Complex Capital Fund.....</i>	3-111
<i>Public Works - Water Utility Fund.....</i>	3-115
<i>Public Works - Wastewater Utility Fund .....</i>	3-123
<i>Public Works - Stormwater Utility Fund.....</i>	3-129
<i>Public Works - Reclaimed Water Utility Fund.....</i>	3-135
<i>Public Works - Water Capital Fund .....</i>	3-139
<i>Public Works - Wastewater Capital Fund.....</i>	3-143
<i>Public Works - Stormwater Capital Fund .....</i>	3-147
<i>Public Works - Reclaimed Water Capital Fund .....</i>	3-151
<i>Water Debt Service Fund.....</i>	3-155
<i>Wastewater Debt Service Fund.....</i>	3-159
<i>Stormwater Debt Service Fund .....</i>	3-163
<i>Equipment Rental Fund .....</i>	3-167
<i>Information Management Services Fund .....</i>	3-171
<b>Agency Funds</b>	
<i>Animal Services .....</i>	AS-1
<i>Thurston County Narcotics Task Force.....</i>	TNT-1



# INTRODUCTION

# Introduction



2014 ADOPTED BUDGET

---

## A Message from Scott H. Spence, City Manager December 5, 2013

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

Although the economy in many ways has improved, complete confidence in the future remains somewhat elusive. The Great Recession is already a half-decade old but it still shapes our approach to budgeting Lacey's financial future. As a result, the City's financial approach to the budget remains unchanged — current expenditures must meet current revenues, matching one-time dollars with one-time expenses, leveraging strategic investments for the future, and incorporating financial flexibility to preserve the City's ability to make better financial decisions when more information becomes available.

This year's total budget is \$109,045,041, an \$1,862,656 decrease compared to the amended 2013 total budget. This decrease is the direct result of a change in practice to how utility taxes are receipted into the budget, transfers of 2013 bond debt proceeds, how debt payments will be appropriated when retiring utility revenue bonds and one-time capital transfers.

For Lacey's 44,350 residents, the General Fund Budget is the primary revenue source used to pay for direct services such as police, parks and recreation, public works, community development, and streets. The General Fund Budget for 2014 totals \$38,194,288, a \$3.0 million, or an 8.6 percent increase, compared to the amended 2013 General Fund Budget. As with the total budget, the increase is attributed to a change in how utility taxes are accounted for in this fund.

It is important to note that at the time of budget preparations, the City had to confront an approximately \$763,000 projected deficit



to the General Fund. Similar to last year's budget, the City had to reduce expenditures by roughly a million dollars. To resolve last year's budget, the Lacey City Council approved the suspension of annual funding for the street overlay program. This was not an easy decision; however, it ensured all other services and programs would be maintained at historical levels for Lacey residents. To allow additional time for a long-term funding solution, Lacey City Council committed one-time reserves to continue the street overlay program until 2015.

Balancing the 2014 budget requires multiple solutions. One percent of the City's utility tax typically applied to the Parks and Open Space Fund is being dedicated to the General Fund. This is a necessary action to balance the 2014 budget. Historically, this revenue source was used for acquiring park property, and roughly two-thirds used for parks maintenance. Also, the City's insurance provider, AWC, changed the status of its medical coverage to self-insured late this summer. This restructuring will allow medical increases to be avoided this coming year, providing needed relief to the budget. The remainder of the projected budget deficit will be balanced by using one-time reserves set aside specifically for pension contribution increases.

This year's budget, as in previous years, maintains core city services and addresses priorities identified by the Lacey City Council for the betterment of the community. Included

---

is the City's highest priority community improvement project, the Lacey Museum at the Depot; planning and design for this project will continue into 2014. It incorporates specific action items recommended in the Woodland District Strategic Plan (i.e., form-based code, etc.) to address this economically challenged area. The budget also affords the opportunity to create partnerships with South Puget Sound Community College and Thurston Economic Development Council to address an emerging workforce of exiting military personnel from Joint Base Lewis-McChord.

Additionally, public infrastructure projects are a centerpiece of the 2014 budget. Highlighted projects include:

- Initiation of the Smart Corridor improvement program (i.e., new traffic signal cabinets and software upgrades).
- Completion of major utility work to include select water well upgrades, waterline replacements, water quality improvements, wastewater main replacements, wastewater septic system elimination utility local improvement district, wastewater lift station improvements and a new stormwater facility.
- Initiation of Phase 2 of the College Street Corridor Improvements Plan (Design of College Street and 22nd Avenue roundabout).
- Continued work on Phase 2 of the Martin Way/Marvin Road Interchange Justification Report
- Neighborhood Street Overlay Program (note: using one time reserves).

The City is also nearing final completion of its first ever Comprehensive Plan for the

Stormwater Utility, which will be completed in time for the 2014 budget. The financial chapter includes rate recommendations covering a six-year period beginning next year. Rate adjustments will provide the revenues associated with operation and maintenance, National Pollutant Discharge Elimination System (NPDES) permit compliance and a multi-year capital improvement program (CIP).

Over the last five years, the City of Lacey has reduced its workforce by almost 5% in response to a poor economy. This year's budget incorporates a new position within Public Works specifically to design and administer utility infrastructure projects. This new position is necessary to respond to the current and projected needs within the water, wastewater, and stormwater utilities.

The City of Lacey is a great community. Strong schools, safe neighborhoods, excellent parks, and well maintained streets are Lacey's hallmarks. This 2014 budget carries forth those services and programs desired of our citizens and those necessary to maintain the quality of life within our community. I credit the leadership of the Lacey City Council, its citizen Boards and Commissions, and dedicated public employees working on behalf of the City for making the 2014 budget proposal possible.

Thank you.

Scott H. Spence  
City Manager

# LACEY CITY GOVERNMENT



CITIZENS

## Boards and Commissions

Library Board  
 Historical Commission  
 Planning Commission  
 Park Board  
 LEOFF  
 TCTV  
 Lodging Tax  
 Public Facilities District

Mayor  
 Deputy Mayor  
 Council

City Manager

## City Attorney

Legal Counsel  
 Prosecution  
 Indigent Defense

## Civil Service Commission

Clerk/Records

## Finance

Financial Mgmt/Accting.  
 Utilities/Billing  
 Treasury  
 Information Services  
 Violations Bureau  
 Passport Services  
 Business Licensing

## Public Affairs and Human Resources

Public Information	Recruiting
Neighborhood Assoc.	Classification/Compensation
Community Liaison	Performance Mgmt.
Recycling/Solid Waste	Safety/Workers Comp.
Legislative Liaison	Risk Management
Animal Services Support	Employee Asst. Program
Special Projects	Special Projects

## Police

Law Enforcement  
 Investigation  
 Community Policing  
 Crime Prevention  
 School Resource Officers  
 Interlocal Drug Unit Support

## Community Development

Current and Advanced Planning  
 Code Inspection & Permit Services  
 Growth Management

- Building
- Electrical
- Mechanical
- Plumbing
- ADA Barrier Free

## Public Works

Administration Support  
 Engineering  
 Water Resources/Groundwater Protection  
 Parks & Facilities Maintenance  
 Streets/Electrical  
 Water/Wastewater/  
 Stormwater/Reclaimed Water Utility  
 Fleet Maintenance

## Parks and Recreation

Youth & Adult  
 Recreation Programs

- Aquatics/Physical activities
- Sports/Fitness/Special Events
- Cultural/Outdoor Activities

Parks Development  
 Open Space/Regional Athletic Complex  
 Community Buildings Operations/Events



This Page Intentionally Left Blank



# BUDGET SUMMARY

# Summary



2014 ADOPTED BUDGET

# Budget 2014 Summary

*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.*

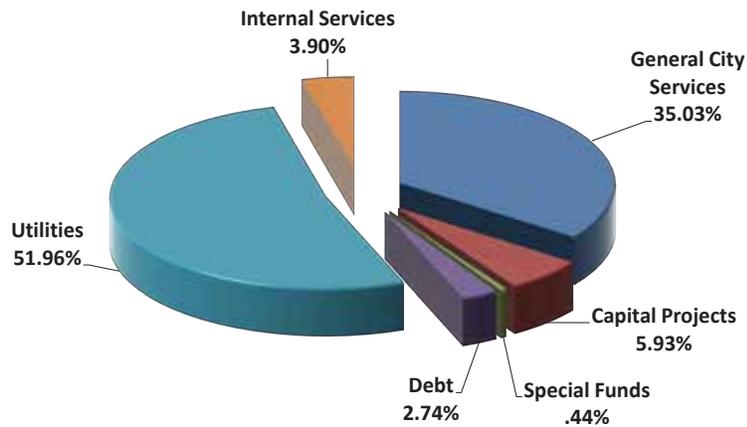
The 2014 budget totals \$109,045,041. This is a \$1,862,656 or 1.68 percent decrease compared to the amended 2013 budget. The City continues to live within its means. Service levels are principally maintained and the City continues its long-term track record of investing significantly in quality of life improvements and infrastructure maintenance and construction.

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), City Street, and Capital Equipment

**Total City Budget by Funds  
\$109,045,041**



This summary section of the 2014 budget will focus on the activities, goals, and priorities of the many funds making up the City's budget.

Funds combine to make up the City's GENERAL FUND. There are eleven 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.

It is our hope that this document becomes more than pages of numbers but an understandable and informative message to you, the reader.

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 is accounted for separately.

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

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-seven separate funds. It also maintains two joint-venture funds for Animal Services and Drug Enforcement activities as well as an agency fund for the Capital Area Public Facilities District.

# 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

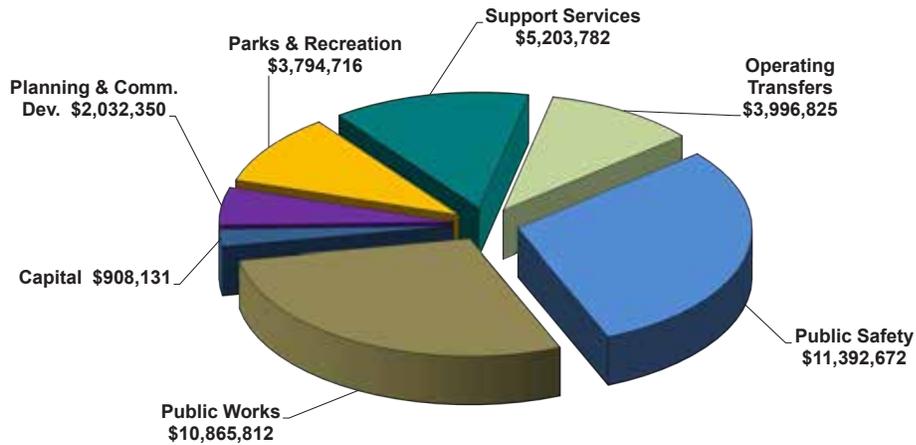
General Fund services and activities constitute 35.1 percent of the total \$108.8 million budget proposal. Excluding the transfers, the difference is largely associated with cost of labor adjustments, the aforementioned utility tax change, and inflation.

### General Fund - Revenue Summary

**Property and sales tax** revenues are the dominant income sources for the General Fund. Combined, they total \$13,866,401. Additionally, sales tax in the amount of \$329,400 is receipted in the General Obligation Debt Fund for principal and interest

## Expenditures

**The General Fund Budget**  
2014 General Fund \$38,194,288



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

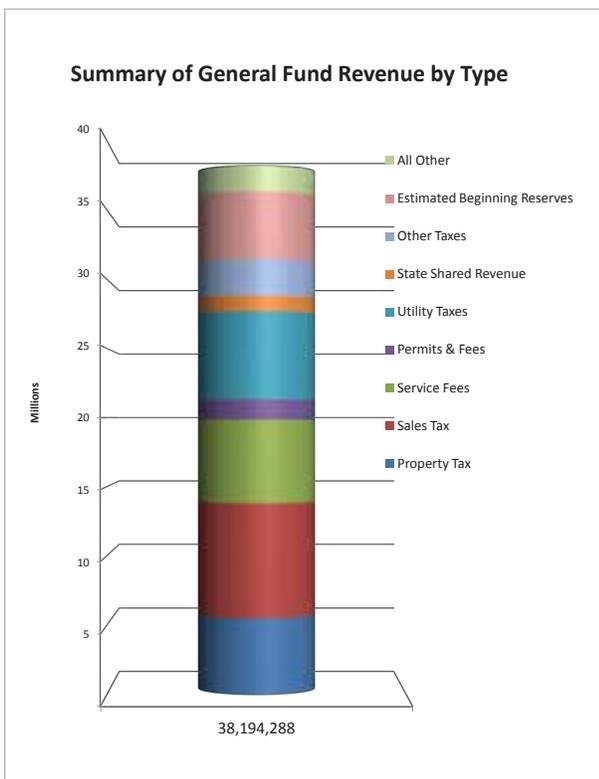
The total General Fund budget for 2014 is \$38,194,288, which is 8.6 percent or \$3,033,139 more than the 2013 amended budget. The variance or change to the General Fund Budget expenditures is mostly attributed to new guidance relating to the receipts of utility taxes. All utility taxes should be receipted into the General Fund. Prior to 2014, the City had directly receipted utility taxes into other capital funds. This funding source will now be receipted into the General Fund and then transferred into other funds.

expense for councilmanic bonds issued in 2006 for the 25,000 square foot addition to City Hall.

The **property tax** levy for 2014 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 \$53,700 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 \$38.2 million public service operating budget. As such, it is critical that the City also experience a strong performance from new construction and

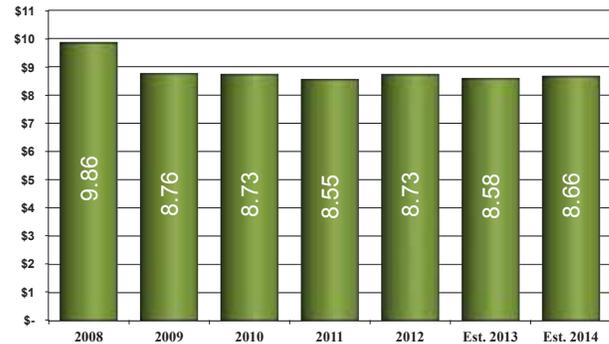
other General Fund revenues in order to maintain service levels each year.

Preliminary values issued by Thurston County Assessor’s Office indicate that the City’s total new construction value will increase \$70.2 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 increase 4.5 percent due to market value increases. Based on this information, the City’s regular levy is estimated to be \$5,533,994. As a result, the levy rate will decrease \$0.0435 to \$1.2738 per \$1,000 of assessed property value.



**Sales tax** receipts for 2013 are meeting projections, but the slow recovery from the recent economic crisis continues to hinder growth. 2014 sales tax receipts are projected to experience modest growth compared to the 2013 budgeted sales tax projection. This is following the \$178,804 increase in sales tax from 2011 to 2012, \$181,142 decline in sales tax from 2010 to 2011, \$28,172 decline in sales tax from 2009 to 2010, and \$1.1

Sales Tax Revenue  
In Millions



million decline in sales tax from 2008 to 2009. Overall consumer spending is experiencing some increase, but construction activity declines have offset the majority of the increases.

The 2014 budget anticipates an increase in sales tax receipts to \$8,661,807 or 0.9 percent. Retail sales receipts will be distributed to the Current Expense (\$7,795,268), and General Obligation Debt (\$329,400) 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 begin to decline. These are uncertain times and the General Fund portion of this revenue source accounts for a significant 22.6 percent of the 2014 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 has historically been distributed to the Current Expense, City Street, Capital Equipment, and the Parks and Open Space funds. It is estimated that utility tax receipts for 2014 will be \$6.38 million.

Beginning in 2014, all utility taxes will be receipted by the Current Expense Fund and then transferred to the City Street, Parks and Open Space, and Capital Equipment funds.

2014 Utility Tax Collections	Revenue
Utility Tax/Electric	1,993,859
Utility Tax/Water-Private	3,916
Utility Tax/Gas	770,475
Utility Tax/Solid Waste	308,922
Utility Tax/Telephone	1,349,661
Utility Tax/Olympia City Water	1,779
Utility Tax/Lacey Utility	1,414,322
<b>Total Utility Tax</b>	<b>5,842,934</b>

1.0 percent utility has been dedicated to the Parks and Open Space Fund. In 2013, 1.0 percent utility tax is expected to generate \$971,984. 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. Transfers have also been made to help support the maintenance and operation budget of the Regional Athletic Complex. This practice began with the 2010 Budget. The balance of the 1.0 percent utility tax has been used to acquire parks and open space property. Unfortunately, beginning in the 2014 it will be necessary to use the entire 1.0 percent utility tax for parks operations and maintenance. The City Council has designated committed fund balance for the future high priority acquisitions. If other acquisitions are identified, a different funding source will need to be identified.

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 the 2013 Budget 6.04 percent addition to the water utility tax. This utility tax funds fire protection expenses that are incurred by the water utility. The total water utility tax is 12.04 percent. This utility tax is expected to increase \$35,246 due to growth and scheduled water rate increases.

“Other taxes” total \$2,602,579 or 6.8 percent of General Fund revenues. It is anticipated that *Business and Occupation tax* revenue will decrease slightly compared to the 2013 Budget and total \$1,811,979 in 2014. Admissions taxes projections are unchanged at \$275,000. Gambling taxes are expected to decline \$5,000. The gambling tax revenues are expected to be \$510,100 in 2014.

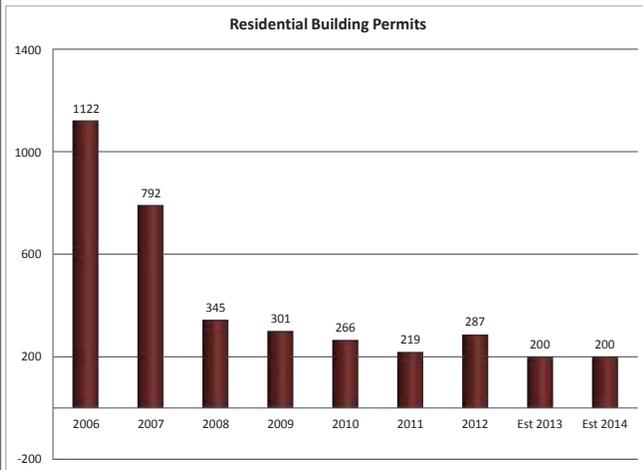
Anticipated revenue from *building permits, development review fees, and related services* includes modest increases compared to the 2013 estimated revenues. It is worth noting that recent revenue from these sources has declined significantly compared to the pre-recession levels. The following table illustrates the historic revenue levels.

<b>Building permits, development review fees and related services</b>	
2008	1,740,896
2009	996,732
2010	1,032,798
2011	1,344,405
2012	1,285,102
<b>2013 Budget</b>	<b>1,023,500</b>
<b>2014 Budget</b>	<b>1,031,000</b>

Residential housing construction volume has slowed considerably. As of the end of this past September, 156 single family permits have been

issued. 836, 1,122, 792, 345, 301, 266, 219 and 287 residential permits were issued in 2005, 2006, 2007, 2008, 2009, 2010, 2011 and 2012 respectively. It is likely that this lower volume of permit issuance will continue through 2014. Also, it is not expected that commercial construction activity will be robust in 2014.

Many of the functions performed by the City are financed or partially reimbursed through service fees and user charges. These *fees for service*



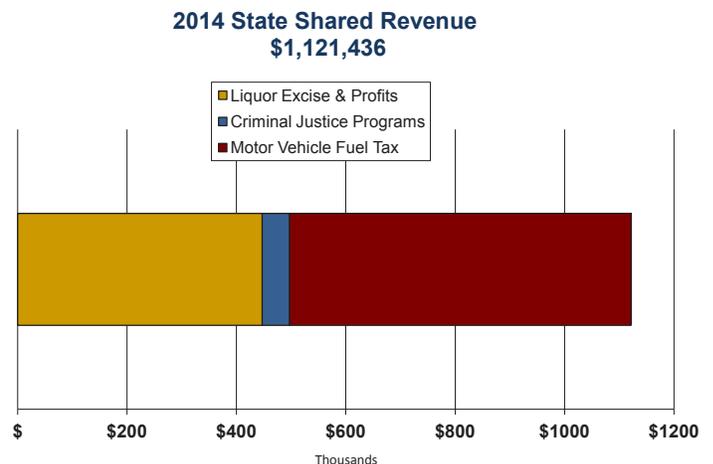
total \$6,301,806 and represent 16.5 percent of the General Fund revenues. The most significant amount, \$4,450,778, comes from Public Works engineering, water resources, and maintenance support services performed for the benefit of the City's utilities and capital projects. These services include utility 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 \$32,290 to \$760,691.

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

Each year, every city receives a per capita share 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 \$1,121,434 in fiscal year 2014. 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 50 percent 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 of \$52,777 during 2014. This is a significant decrease compared to \$206,950 when liquor excise tax levels peaked in 2011. 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 (\$280,469), total \$31.61 per capita and have decreased \$3.76 per capita in the past six years.

**General Fund - Expenditure Summary**



The City of Lacey is a general-purpose government agency providing numerous services through its employees and other contracted sources. The cost of *public safety* services (i.e., police, emergency preparedness, district court, jail, prisoner medical expenses, prosecution, indigent defense, and

victim advocacy) represents the single largest expenditure from the General Fund. These services will require \$11,392,672 in 2014, which represents 29.8 percent of all expenses within this \$38.2 million fund.

The corresponding chart on this 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 \$5,876,446 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 \$9,387,760, an increase of \$133,435 over the amended 2013 budget. The Police Department budget alone represents 24.5 percent of the General Fund budget.

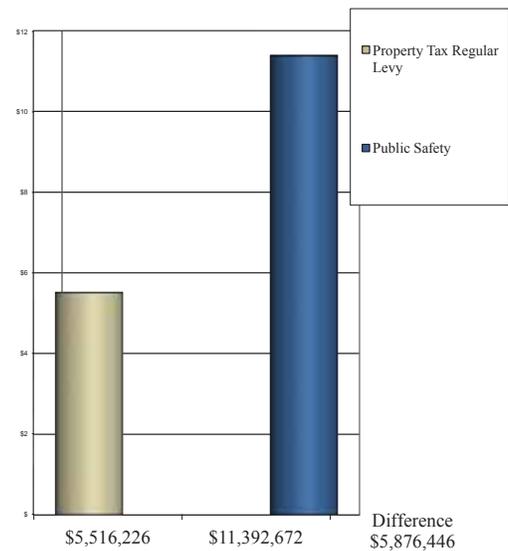
The police department’s outreach effort to businesses, youth, seniors, ethnic, and citizen groups is noteworthy and has produced positive benefits for the City and the community. The department’s partnership with the Nisqually Indian Tribe and Lewis County for prisoner support services has also served the community well. Lacey allocates \$830,054 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) *Public Safety Compared to Entire Regular Property Tax Levy*



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 2012 uniform crime rate is 24.9 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. 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 \$232,000 with additional revenue coming from the City's regular property tax levy. The 2014 Community Buildings Fund budget totals \$519,234.

Registration and service fees, for the myriad of recreation programs Lacey Parks offers, are estimated at \$760,691, or about 34.1 percent of the \$2,231,276 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 \$153,478 in 2014. Each year the City replaces furniture and fixtures as required.

Lacey continues its participation in the Health and Human Services Council (HHSC), 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 2014 budget assumes that the City's contribution will be \$40,644. 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. It has been the vision of the City Council, for nearly twenty years, that the area zoned Hawks Prairie Business District develop as high intensity,



mixed-use urban center. This coming year, the City Council will continue to focus time and energy on the Gateway Town Center project and recently completed Woodland District Strategic plan.

The number of residential housing permit applications as of the end of September totaled 156 compared to 223 this time last year and 187 the year before last. 961 residential housing

permits were issued through September in 2006 when development was near its peak. It is anticipated that single family permits issued will continue at the same slow pace through 2014. Revenues projections for development proposals, permits, and building fees for 2014 have been adjusted accordingly.

The Community Development Department budget totals \$2,032,350, a 5.3 percent increase compared to the amended 2013 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 \$4,450,778 or 11.6 percent of General Fund revenues. Expenditures will be \$10,865,812, or 28.4 percent of all General Fund activity.

The *Engineering Division* work program for 2014 continues to be dominated by the demands of transportation and utility capital improvement projects. The focus is fixed on water rights mitigation, well rehabilitation, waterline replacement, lift station rehabilitation, construction of Chambers Lake Stormwater 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 \$2,700,734, a decrease of \$128,937 or 4.6 percent.

The *Water Resource Division* of Public Works faces a full schedule of responsibilities and projects for 2014. 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 \$1,259,864. This is a \$224,866 increase.

The *Facilities Management Division* will have a budget of \$445,628, an increase of \$8,874 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 \$2,476,110, an increase of \$35,843. This increase can be attributed to funding ongoing cost to maintain playground fall materials, cost of diesel fuel for park equipment and salary 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 2014 City Street fund budget totals \$3,903,240, an increase of \$1,003,510. Funds

for this program come primarily from the motor vehicle fuel tax and dedicated utility tax revenues. In 2014, \$1.0 million will be transferred from the Street fund reserves to the Arterial Street fund for the Smart Corridors capital project. 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 *Regional Athletic Complex - Operating Fund* is responsible for maintaining the fields and facilities as well as managing the scheduling of tournaments and events at this park. 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 \$1,044,206.

Field use, sponsorship, concession contracts, and rental fees of \$388,900 need to be supplemented by contributions from Lacey's Lodging Tax fund (\$158,500), \$260,951 from the City, and \$200,000 from 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.

## Capital Equipment Fund

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

The 2014 Capital Equipment Fund budget totals \$908,131. 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 was suspended in 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 2014 by using committed reserves established by the City Council in 2013. Other budget decreases within the Capital Equipment Fund are due to limited growth to revenues and increases in operation and maintenance expenditures.

## Building Improvement Fund

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

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

The Building Improvement Fund budget for 2014 totals \$69,375 and includes the following projects:

Community Center Repairs (Roof and Operable Wall)	\$ 64,000
Library Automatic Door	3,375

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

## 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 2014 budget provides \$653,346 for this purpose.

Unfortunately, beginning in 2014 it is necessary to use the remainder of the dedicated 1.0 percent utility tax for the maintenance of other park facilities. It is projected that an additional \$334,884 will be used for parks maintenance rather than be placed into reserves for future park acquisitions and park development.

## Arterial Street Fund

The 2014 Arterial Street Fund totals \$4,943,006, which is \$2,832,895 less than last year’s budget. The significant decrease is due to the completion of the Yelm Highway Sidewalk Connection, One-way Couplet Pedestrian Signals, and design of future projects. There are several significant projects that have been under construction in 2013 and will continue in 2014. 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 land of Britton

Parkway, the College Street and 22nd Avenue roundabout, and Smart Corridors. Their skill in matching our needs with potential grant funds is second to none.

In 2014, the City will allocate the following resources to match grants and construct several transportation improvements: \$1,064,764 Real Estate Excise Tax and \$280,469 State Fuel



Tax. Approximately \$228,083 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 2014 and will require the following resources during the 2014 budget year:

Willamette Dr. & 31st Ave Intersection Improvements	\$ 204,006
Carpenter Road Widening	30,000
Smart Corridors	250,000
College St. & 22nd Ave Roundabout Design	448,000
College St. Corridor Right of Way Acquisition	500,000
Golf Club Road Extension	752,500
Hogum Bay Road Improvements	246,000
Martin Way/Marvin Road Interchange Justification Report	765,000
Rainier Road Improvements	40,000
Hawks Prairie Road/Marvin Road Roundabout Design	50,000
Marvin Road/Britton Parkway Roundabout Design	50,000
College St. NE Extension	30,000
Martin Way/Hoh Street Intersection Improvements	40,000
2014 Street Overlay	1,000,000
Lebanon Street Extension	387,500
Miscellaneous 2014 Minor Projects	<u>150,000</u>
<b>Total</b>	<b>\$ 4,943,006</b>

## 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 budgeted for 2014:

Lacey Museum Operations	\$ 48,500
Lacey Chamber of Commerce – Visitor Services & Community Profile	25,000
Washington Center for the Performing Arts	12,400
Visitor and Convention Bureau – Events Guide and Visitor Services	80,000
Fun Fair	11,500
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
Black Hills Triathlon in Lacey	2,500
Wayfinding Signage	50,000
Regional Sports & Events Complex (Marketing & Promotion)	<u>158,500</u>
Total	\$ 481,400

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

marketing and promotion of this facility.

Total revenues are estimated at \$481,400 with \$96,400 coming from reserves and interest earnings. Recently, the economy has negatively impacted lodging revenues and interest earnings, so revenues are expected to decrease slightly in 2014.

## 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 \$721,345. Of that amount, \$586,330 will be used to pay the interest and principal due on the \$8 million of debt issued to help finance recent improvements. The balance will be used to pay for the City's share of PFD expenses.



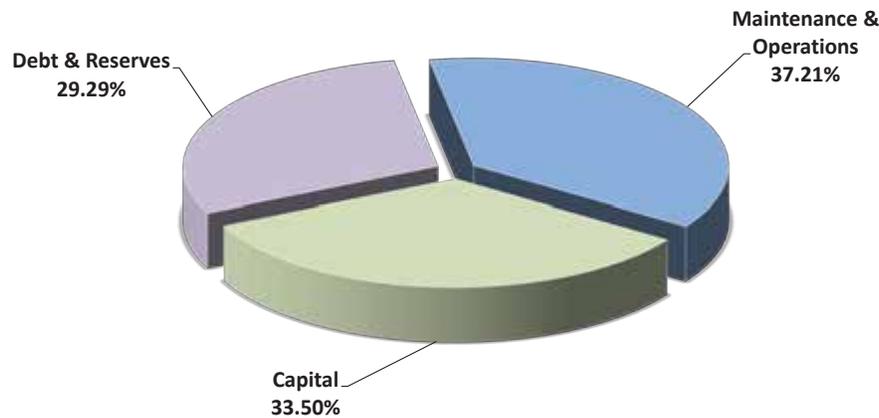
# Water Utility Fund

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

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

**2014 Water Utility Budget  
\$24,563,884**



over 23,387 water accounts, the City’s Water Utility serves approximately 57,493 customers. As an enterprise fund, the Water Utility must be self-supporting through the collection of fees for service and system connection charges.

Each year, through the budget process, improvements to the system’s service delivery capacity are initiated. In 2007, the City completed the construction of permanent chlorination facilities at various well sites. This required a significant capital investment in equipment and facilities. Another significant project completed in 2008 is the Hawks Prairie water treatment plant next to the

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 2014. 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 2014 Maintenance and Operations budget totals \$9,139,141, a \$135,100 or 1.5 percent increase over the 2013 amended budget. In



recent years personnel was added to operate and maintain all the new treatment facilities including Hawks Prairie treatment plant.

The 2014 budget does not budget the addition of

any personnel or new operating requirements. However, operating a major new treatment plant, rising power costs, and adjustments to labor expenses all combine to increase production costs and subsequently impacted rates. The multi-year water rate study, which was adopted in 2013, includes a 6.5 percent increase in water rates for 2014 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 \$1.80 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 2014, and complete waterline modifications in various service areas.

The capital budget for 2014 totals \$8,229,253 and includes the following projects:

ATEC Water Treatment Facility Backwash	\$ 1,825,000
Lacey Share of the Brewery Studies	25,000
Telemetry Control Cla-Vals	420,000
Union Mills Altitude Valve	342,000
Water Rights Mitigation	45,000
2014 Waterline Replacement (Skokomish)	1,136,092
Shoreline Monitoring Well (Water Mitigation)	420,000
2012 Water Rights Administration	85,000
2013 Critical Valves	10,000
Reclaimed Water Infiltration Facility	80,000
Groundwater Monitoring Well	186,000
SW 337 Pressure Zone Study	350,000
Campus Glen – Development Upsizing Main	130,000
Transportation – Watermain Impacts	100,000
Train Depot Watermain	193,000
Westside BPS VFDs and On-site Generator	103,000
Well Source 15 and 16 Replacement (Beachcrest)	567,000
Marvin Road Raw Water Line	124,000
2015 Waterline Replacement (Timber Court)	50,000
2014 Critical Valves	100,000

College to Ruddell via Brentwood – Transmission Design	46,000
2014 Well Rehabilitation	70,000
Hawks Prairie Water Treatment Facility Recycle Equipment	150,000
Judd Hill Reservoir – Emergency Overflow Design	30,000
2013 Revenue Bond Debt Service Obligations	561,398
Interfund 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 2014 GFC fee for a standard 5/8” connection, a typical single family home meter size, will increase 6.0 percent to \$5,449. 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 2013 Revenue Bonds and Wastewater Construction Fund.

An estimated \$561,398 is included in the 2014

Budget for interest and principal payments for the 2013 Revenue Bonds. These debt service payments are funded through Water and Stormwater rates and will be transferred into the debt service fund from the capital funds.



Principal and interest payments of \$613,004 are scheduled for the Wastewater Construction Fund interfund loan. 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.

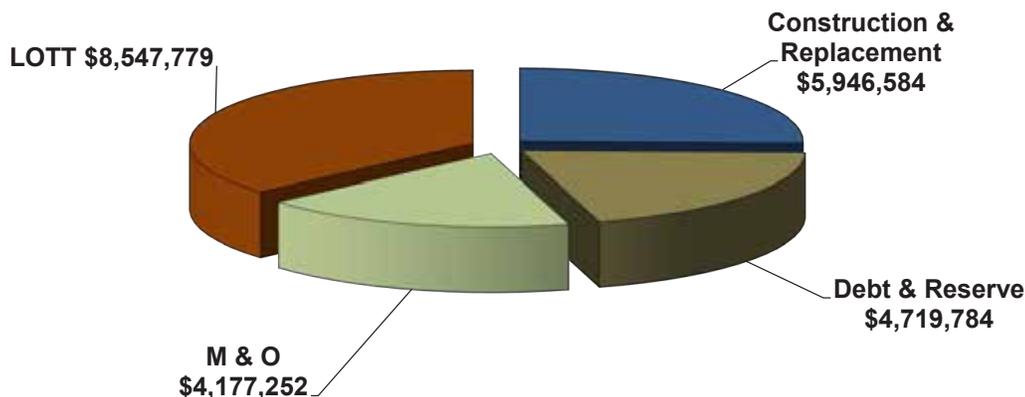
# Wastewater Utility Fund

Lacey’s Wastewater Utility provides service to over 16,184 connections. Lacey is responsible for the utility’s collection system, while the

## Maintenance and Operations

The 2014 maintenance and operating budget totals \$12,725,031, which is \$549,632 or 4.5 percent more than the 2013 amended budget. This increase reflects the estimate for new service connections or Equivalent Residential Units

### 2014 Wastewater Budget \$23,391,399



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

(ERUs) and the planned \$1.02 increase in LOTT fees which the City collects and forwards to them.

Unfortunately, it is necessary to budget a 5.0 percent increase to wastewater rates for 2014 to stay current with these expenses and future capital improvement program needs. As a result of this increase, a residential customer will pay approximately \$0.82 more per month.



The user fee collected for LOTT (\$35.01 per month per equivalent residential unit, which includes a 2014 3.0 percent rate increase) is the most significant expenditure or pass-through payment. The estimated total LOTT fee for 2014 is \$8,547,780 or 67.2 percent of the Wastewater Utility’s operating budget.

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

The 2014 revenues for Wastewater Utility activities that fund City operations are estimated at \$4,177,251. A rate increase of 5.0 percent is included in this budget. Lacey’s portion of the monthly user charge will increase from \$16.48 to

\$17.30 effective January 2014.

**Construction Activity**

Construction of wastewater facilities is funded in the capital budget. Planned for 2014 is the adoption 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 2014 capital budget totals \$5,946,584.

Significant construction activity scheduled for 2014 are as follows:

Upgrade Lift Station #18 (Yelm and Intelco)	\$ 490,000
Wastewater Comprehensive Plan	33,000
Lift Stations #25 and #31 Pump and Electrical Upgrades	990,000
Martin Way/College Street Sewer ULID or Latecomers	618,000
Steilacoom Regional Liftstation	350,000
STEP Main Air-Vacs	15,000
Tanglewilde East ULID	2,369,783
Train Depot Sewer	61,800
Carpenter Road Air-Releases and Manholes	25,000
Liftstation 15 – Standby Power & Flowmeter	350,000
Gener-Ox Equipment – Stockton	149,000
Lakeview Drive Sewer Upsizing	495,000

**Wastewater Debt and Reserves**

There has not been any outstanding debt in this utility since 2007.

## Stormwater Utility Fund

The Stormwater Utility is divided into three funds. One provides for the maintenance and operation of existing facilities as well as engineering services for planning. The other funds are for the acquisition and construction of stormwater treatment facilities and debt.



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 2014, an emphasis will be placed on the rehabilitation of aged and under performing stormwater facilities.

The operating budget for 2014 totals \$2,361,468. Implementation of Phase 2 NPDES requirements of inspecting and monitoring stormwater treatment facilities continues to place increased demands on this utility.

The Stormwater Comprehensive Plan Financial Chapter will be completed and will be ready for implementation beginning with the 2014 Budget. The financial chapter covers a six-year

period beginning with 2014. 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 scheduled infrastructure replacements and improvements, and will ensure continued water quality improvements.

The comprehensive plan financial chapter includes a 9.0 percent increase to stormwater rates for 2014 to stay current with these expenses and future capital improvement program needs. As a result of this increase, a residential customer will pay approximately \$0.66 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 2014 budget provides



for the on-going commitment for stormwater treatment and water rights mitigation.

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

increases the system replacement funding to 25 percent of the annual depreciation expense over the six year plan period. Other funding has come from grants, mitigation fees, and loans.

Construction activity scheduled for 2014 are as follows:

<b>Stormwater Comprehensive Plan</b>	<b>\$ 99,973</b>
<b>Vactor Waste Decant Facility</b>	<b>560,000</b>
<b>Chambers Lake Stormwater Facility</b>	<b>2,304,000</b>
<b>Debris Removal 2014</b>	<b>5,000</b>
<b>Brentwood SW Installation – Design</b>	<b>38,000</b>
<b>Low Impact Development Code Revisions and Stormwater Manual Update</b>	<b>150,000</b>
<b>2013 Revenue Bond Debt Service Obligations</b>	<b>113,602</b>

**Stormwater System Debt and Reserves**

The Stormwater Utility has the obligation to repay long-term financing provided by the 2013 Revenue Bonds.

An estimated \$113,602 is included in the 2014 Budget for interest and principal payments for the 2013 Revenue Bonds. These debt service payments are funded through Water and Stormwater rates and will be transferred into the debt service fund from the capital funds.

## 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 traditional maintenance and operations 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.



*LOTT Reclaimed Water Martin Way Plant*

## General Obligation Debt/ L.I.D Funds

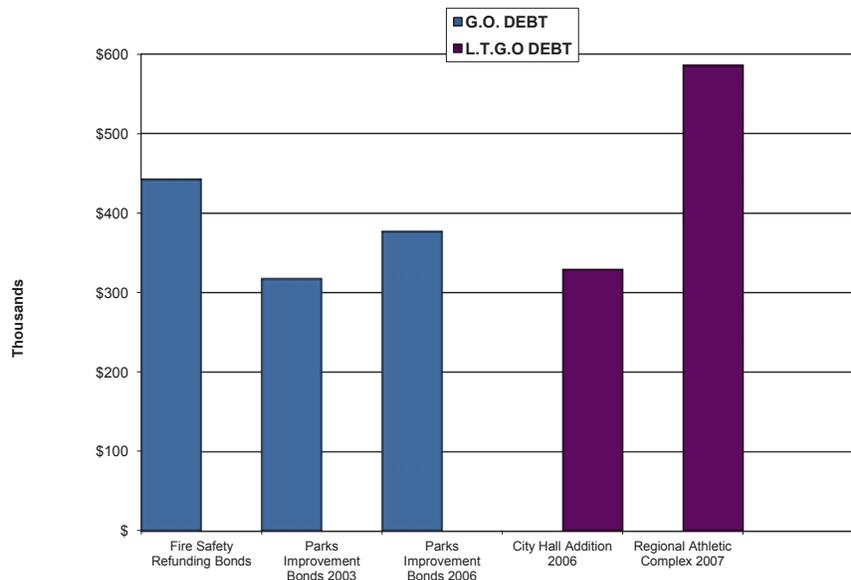
### Voter Approved G. O. Debt

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 2014 excess levy rate for voter approved debt is estimated to be \$0.2654 per \$1,000 assessed value based on a \$1,138,326 levy. This includes a \$443,126 excess levy that began in 2002 is for Fire Safety Improvements and will mature in 2021; a \$317,800 excess levy that began in 2003 for the first group of Park Improvements maturing in 2023; and, a \$377,400 levy that began in 2007 for the final group of Parks Improvement projects.

**2014 Debt Service**



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

	Original Issue Amount	Jan. 1, 2014 Outstanding Balance	Maturity Date
2010 Fire Safety Refunding GO Bond (2002)	3,790,000	3,095,000	Dec. 2021
2012 Parks Improve. Refunding GO Bond (2003)	2,845,000	2,830,000	Dec. 2023
2006 Parks Improvement GO Bond	4,985,000	3,810,000	Dec. 2026
<b>Total</b>	<b>11,620,000</b>	<b>9,735,000</b>	

**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 of a 25,000 square foot addition to City Hall. \$329,400 of Sales Tax revenue is allocated in the 2014 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.

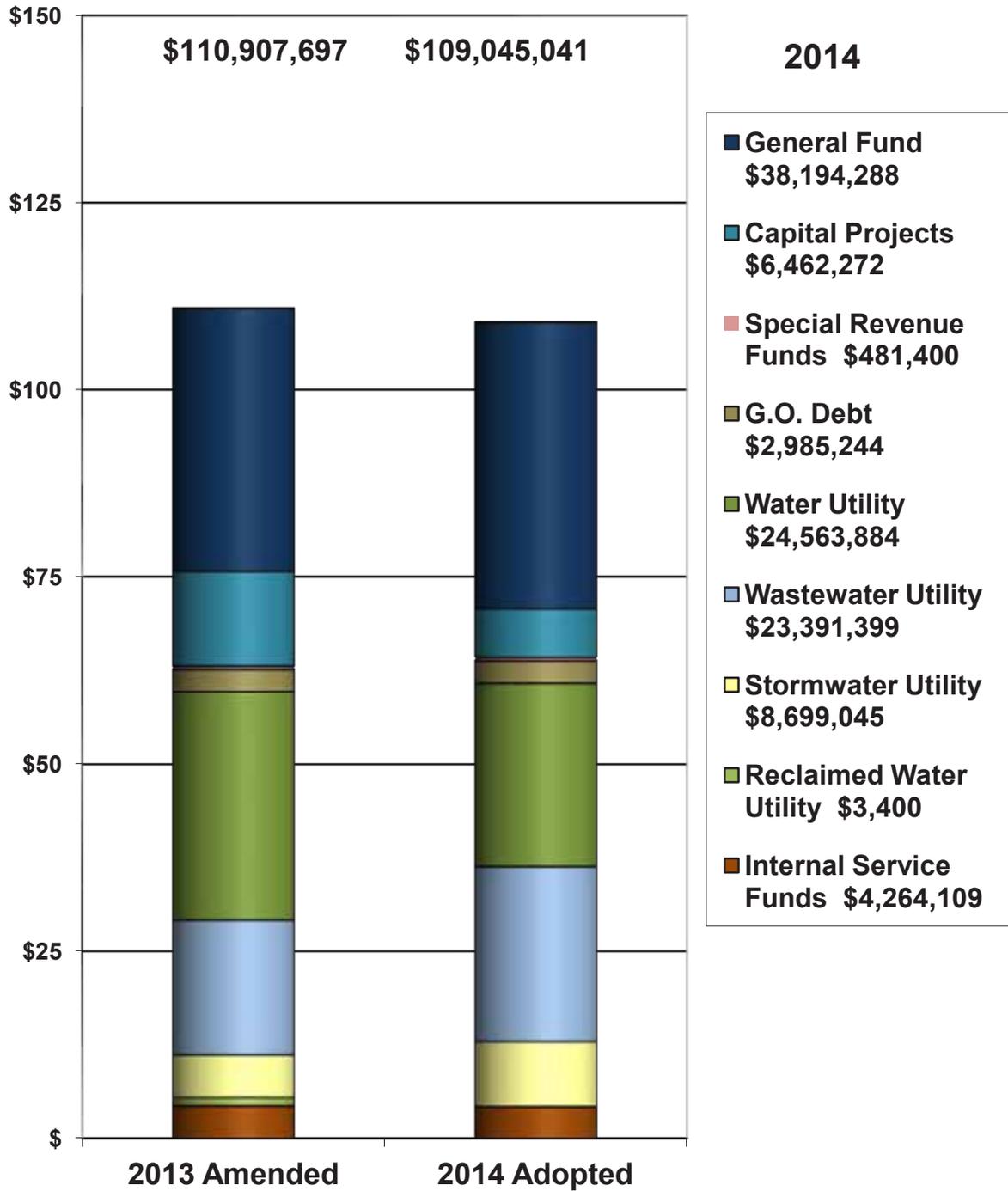
The L.I.D. Fund retired its last issue in 2013 which was for L.I.D. #19 - Northeast Lacey Transportation Improvements. This budget assumes an additional U.L.I.D. will be established in 2014 for the Tanglewilde East Sewer District and will be accounted for in the Wastewater Debt Service Fund.

Assessments receivable scheduled for 2014 total \$930,689 and will provide the revenue necessary to meet all debt obligations. No City funds are used to pay L.I.D. debt.



This Page Intentionally Left Blank

## 2013 - 2014 Comparison Total City Budget



Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Revenue Summary by Fund</i>			
Current Expense Fund	26,701,469	29,163,346	31,229,722
Criminal Justice Fund	656,028	589,279	589,755
Community Buildings Fund	535,475	575,247	519,234
Regional Athletic Complex Fund	1,035,720	1,013,314	1,044,206
City Street Fund	2,740,580	2,899,730	3,903,240
Arterial Street Fund	6,159,126	7,775,901	4,943,006
Lodging Tax Fund	418,472	407,000	481,400
Community Block Grant Fund	119	1,678	200
General Obligation Bonds Fund	5,140,055	2,084,377	2,054,555
L.I.D. Debt Fund	1,516,214	898,308	930,689
Building Improvement Fund	1,177,210	2,363,221	69,375
Capital Equipment Fund	2,629,297	920,233	908,131
Parks & Open Space Fund	2,197,560	1,460,837	728,346
Regional Athletic Complex Capital Fund	755,761	988,412	721,345
Water Utility Fund	8,750,107	9,004,041	9,139,141
Wastewater Utility Fund	11,865,662	12,175,399	12,725,031
Stormwater Utility Fund	3,288,304	3,822,063	2,361,468
Reclaimed Water Utility Fund	383	100,000	400
Water Capital Fund	5,690,380	10,539,132	8,229,253
Wastewater Capital Fund	1,612,580	3,343,561	5,946,584
Stormwater Capital Fund	328,609	406,500	3,269,975
Reclaimed Water Capital fund	230,987	1,000,000	3,000
Water Debt Fund	3,316,118	11,023,363	7,195,490
Wastewater Debt Fund	3,237,771	2,488,692	4,719,784
Stormwater Debt Fund	-	1,465,290	3,067,602
Equipment Rental Fund	2,350,047	2,696,279	2,481,290
Information Mgmt Services Fund	1,642,341	1,702,494	1,782,819
<b>Total Revenues</b>	<b>93,976,375</b>	<b>110,907,697</b>	<b>109,045,041</b>

Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Expenditure Summary by Fund</i>			
City Council Contracted Services City Manager Public Affairs & Human Resources Finance Legal Services Common Facilities Police P.W.-Support Services P.W.-Engineering P.W.-Parks Maintenance P.W.-Facilities Maintenance Planning & Comm Development P.W.- Water Resources Parks & Recreation Other Operating Transfers/Unencumbered	193,336 2,129,979 462,087 854,144 743,828 472,386 1,801,550 8,325,551 66,615 2,598,881 2,262,143 376,121 1,724,127 884,144 2,145,804 400,000	215,592 2,154,584 509,428 1,172,394 799,755 470,663 1,881,594 8,665,046 78,770 2,829,671 2,440,267 436,754 1,970,916 1,034,998 2,226,651 2,276,263	232,135 2,445,265 506,780 1,186,992 801,200 479,388 1,556,934 8,798,005 80,236 2,700,734 2,476,110 445,628 2,032,350 1,259,864 2,241,276 3,986,825
Current Expense Fund  Criminal Justice Fund Community Buildings Fund Regional Athletic Complex Fund City Street Fund Arterial Street Fund Lodging Tax Fund Community Block Grant Fund General Obligation Bonds Fund L.I.D. Debt Fund Building Improvement Fund Capital Equipment Fund Parks & Open Space Fund Regional Athletic Complex Capital Fund Water Utility Fund Wastewater Utility Fund Stormwater Utility Fund Reclaimed Water Utility Fund Water Capital Fund	25,440,696  547,305 430,284 939,393 2,710,636 5,787,627 455,221 44,600 5,116,489 155,693 2,536,369 1,111,630 1,464,070 680,210 8,155,526 11,556,483 3,513,434 9,722 1,529,497	29,163,346  589,279 575,247 1,013,314 2,899,730 7,775,901 407,000 1,678 2,084,377 898,308 2,363,221 920,233 1,460,837 988,412 9,004,041 12,175,399 3,822,063 100,000 10,539,132	31,229,722  589,755 519,234 1,044,206 3,903,240 4,943,006 481,400 200 2,054,555 930,689 69,375 908,131 728,346 721,345 9,139,141 12,725,031 2,361,468 400 8,229,253

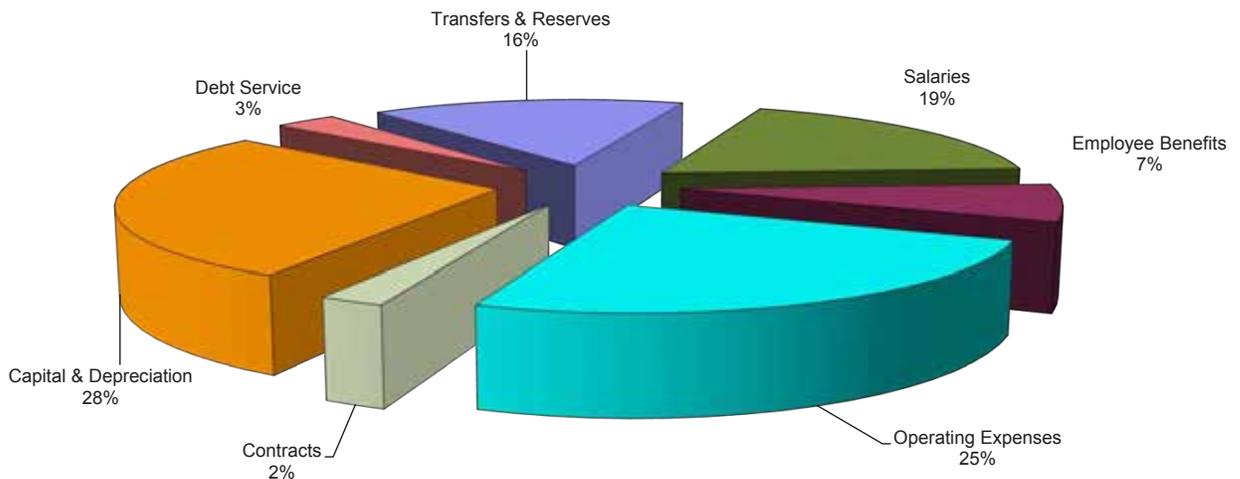
Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Expenditure Summary by Fund</i>			
Wastewater Capital Fund	238,902	3,343,561	5,946,584
Stormwater Capital Fund	141,704	406,500	3,269,975
Reclaimed Water Capital Fund	39,599	1,000,000	3,000
Water Debt Fund	3,148,132	11,023,363	7,195,490
Wastewater Debt Fund	1,810,284	2,488,692	4,719,784
Stormwater Debt Fund	-	1,465,290	3,067,602
Equipment Rental Fund	1,871,974	2,696,279	2,481,290
Information Mgmt Services Fund	1,603,569	1,702,494	1,782,819
<b>Total Expenditures</b>	<b>81,039,049</b>	<b>110,907,697</b>	<b>109,045,041</b>

<b>Budget At A Glance 2014 Budget Comparison to 2013 Amended Budget</b>				
	<b>2013 Amended</b>	<b>2014 Adopted</b>	<b>Dollar Difference</b>	<b>Percent Difference</b>
<b>General Fund</b>				
Current Expense Fund:				
City Council	215,592	232,135	16,543	7.67%
Contract Services	2,154,584	2,445,265	290,681	13.49%
City Manager	509,428	506,780	(2,648)	-0.52%
Public Affairs/Human Resources	1,172,394	1,186,992	14,598	1.25%
Finance	799,755	801,200	1,445	0.18%
City Attorney	470,663	479,388	8,725	1.85%
Common Facilities	1,881,594	1,556,934	(324,660)	-17.25%
Police	8,665,046	8,798,005	132,959	1.53%
Public Works - Support Services	78,770	80,236	1,466	1.86%
Public Works -Engineering	2,829,671	2,700,734	(128,937)	-4.56%
Public Works - Parks Maintenance	2,440,267	2,476,110	35,843	1.47%
Public Works - Facilities Maintenance	436,754	445,628	8,874	2.03%
Community Development	1,970,916	2,032,350	61,434	3.12%
Public Works - Water Resources	1,034,998	1,259,864	224,866	21.73%
Parks & Recreation	2,226,651	2,241,276	14,625	0.66%
Sub-total Without Transfer	26,887,083	27,242,897	355,814	1.32%
Operating Transfers - Transfer Out	2,276,263	3,986,825	1,710,562	75.15%
<b>Total Current Expense Fund</b>	<b>29,163,346</b>	<b>31,229,722</b>	<b>2,066,376</b>	<b>7.09%</b>
Criminal Justice Fund:				
Criminal Justice - Police	589,279	589,755	476	0.08%
Community Buildings Fund:				
Community Buildings	575,247	519,234	(56,013)	-9.74%
Regional Athletic Complex Fund				
Regional Athletic Complex	1,013,314	1,044,206	30,892	3.05%
City Street Fund:				
Public Works - Street Maintenance	2,899,730	3,903,240	1,003,510	34.61%
Capital Equipment Fund:				
Capital Equipment/Projects	920,233	908,131	(12,102)	-1.32%
<b>Total General Fund</b>	<b>35,161,149</b>	<b>38,194,288</b>	<b>3,033,139</b>	<b>8.63%</b>
General Fund less Transfers Out	32,884,886	34,207,463	1,322,577	4.02%
<b>Capital Projects &amp; Special Funds</b>				
Arterial Street Fund	7,775,901	4,943,006	(2,832,895)	-36.43%
Lodging Tax Fund	407,000	481,400	74,400	18.28%
Community Block Grant Fund	1,678	200	(1,478)	-88.08%
Building Improvement Fund	2,363,221	69,375	(2,293,846)	-97.06%
Parks & Open Space/R.A.C. Fund	1,460,837	728,346	(732,491)	-50.14%
Regional Athletic Complex - Capital	988,412	721,345	(267,067)	-27.02%
<b>Total Capital Projects &amp; Special Funds</b>	<b>12,997,049</b>	<b>6,943,672</b>	<b>(6,053,377)</b>	<b>-46.58%</b>

<b>Budget At A Glance 2014 Budget Comparison to 2013 Amended Budget</b>				
	<b>2013 Amended</b>	<b>2014 Adopted</b>	<b>Dollar Difference</b>	<b>Percent Difference</b>
General Obligation Debt Funds				
General Obligation - Tax Supported	1,166,147	1,138,325	(27,822)	-2.39%
Limited Tax G.O. and Loans	918,230	916,230	(2,000)	-0.22%
Local Improvement District Debt	898,308	930,689	32,381	3.60%
<b>Total G.O. and L.I.D. Debt</b>	<b>2,982,685</b>	<b>2,985,244</b>	<b>2,559</b>	<b>0.09%</b>
Enterprise Funds				
Water Utility:				
Maintenance & Operations	9,004,041	9,139,141	135,100	1.50%
Capital Projects & Reserves	10,539,132	8,229,253	(2,309,879)	-21.92%
Debt & Debt Reserves	11,023,363	7,195,490	(3,827,873)	-34.73%
<b>Total Water Utility</b>	<b>30,566,536</b>	<b>24,563,884</b>	<b>(6,002,652)</b>	<b>-19.64%</b>
Wastewater Utility:				
Maintenance & Operations	12,175,399	12,725,031	549,632	4.51%
Capital Projects & Reserves	3,343,561	5,946,584	2,603,023	77.85%
Debt & Debt Reserves	2,488,692	4,719,784	2,231,092	89.65%
<b>Total Wastewater Utility</b>	<b>18,007,652</b>	<b>23,391,399</b>	<b>5,383,747</b>	<b>29.90%</b>
Stormwater Utility:				
Maintenance & Operations	3,822,063	2,361,468	(1,460,595)	-38.21%
Capital Projects & Reserves	406,500	3,269,975	2,863,475	704.42%
Debt & Debt Reserves	1,465,290	3,067,602	1,602,312	109.35%
<b>Total Stormwater Utility</b>	<b>5,693,853</b>	<b>8,699,045</b>	<b>3,005,192</b>	<b>52.78%</b>
Reclaimed Water Utility:				
Maintenance & Operations	100,000	400	(99,600)	-99.60%
Capital Projects & Reserves	1,000,000	3,000	(997,000)	-99.70%
<b>Total Reclaimed Water Utility</b>	<b>1,100,000</b>	<b>3,400</b>	<b>(1,096,600)</b>	<b>-99.69%</b>
<b>Total Enterprise Funds</b>	<b>55,368,041</b>	<b>56,657,728</b>	<b>1,289,687</b>	<b>2.33%</b>
Internal Service Funds				
Equipment Rental Fund	2,696,279	2,481,290	(214,989)	-7.97%
Information Services Fund	1,702,494	1,782,819	80,325	4.72%
<b>Total Internal Service Funds</b>	<b>4,398,773</b>	<b>4,264,109</b>	<b>(134,664)</b>	<b>-3.06%</b>
<b>Total All Funds</b>	<b>110,907,697</b>	<b>109,045,041</b>	<b>(1,862,656)</b>	<b>-1.68%</b>
Total All Funds less Transfer Out - General Fund	108,631,434	105,048,216	(3,583,218)	-3.30%

2014 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	15,420,316	25,649	-	3,767,780	965,934	20,179,679
Employee Benefits	5,514,352	11,163	-	1,699,102	393,629	7,618,246
Operating Supplies	1,011,098	1,500	-	971,096	860,850	2,844,544
Professional Services	1,679,914	600	-	2,620,712	21,750	4,322,976
Communications	266,253	1,300	-	134,298	24,620	426,471
Training/Travel	199,821	450	-	63,876	34,650	298,797
Advertising	54,850	-	-	-	-	54,850
Rentals/Internal Service Charges	2,870,855	1,681	-	1,322,160	7,896	4,202,592
Insurance	477,879	258	-	150,553	36,714	665,404
Utilities	1,277,080	3,300	-	9,658,594	9,301	10,948,275
Repairs & Maintenance	123,605	-	-	334,351	57,346	515,302
Other Miscellaneous	822,898	284,999	-	1,093,143	260,930	2,461,970
Contractual Services	2,570,411	-	-	-	-	2,570,411
Capital Equipment & Projects	734,770	5,034,675	-	15,929,549	684,587	22,383,581
Debt Service	173,361	-	2,645,942	675,000	-	3,494,303
Depreciation	-	-	-	7,500,000	833,512	8,333,512
Operating Transfers Out	4,996,825	1,473,176	338,802	9,091,953	-	15,900,756
Estimated Ending Fund Balance	-	104,921	500	1,645,561	72,390	1,823,372
<b>Total Budget</b>	<b>38,194,288</b>	<b>6,943,672</b>	<b>2,985,244</b>	<b>56,657,728</b>	<b>4,264,109</b>	<b>109,045,041</b>

2014 Summary of Expenditures  
by Budget Classification



FTE'S By Department	Actual 2009	Actual 2010	Actual 2011	Actual 2012	Actual 2013	Adopted 2014
<b><u>FTE SUMMARY BY CLASSIFICATION - GENERAL GOVERNMENT</u></b>						
<b><u>CITY MANAGER DEPARTMENT</u></b>						
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
<b><u>PUBLIC AFFAIRS/HUMAN RESOURCES DEPARTMENT</u></b>						
Director-Public Affairs/Human Resources	2.00	2.00	2.00	2.00	1.00	1.00
Senior Management Analyst	1.00	1.00	1.00	1.00	1.00	1.00
Communications Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Community Liason	-	-	-	-	1.00	1.00
Human Resources Analyst	2.00	2.00	2.00	2.00	2.00	2.00
Management Analyst	1.00	1.00	1.00	1.00	1.00	1.00
Department Assistant III	1.50	1.50	1.50	1.50	1.50	1.50
Total Department	8.50	8.50	8.50	8.50	8.50	8.50
<b><u>FINANCE DEPARTMENT</u></b>						
Director-Finance	1.00	1.00	1.00	1.00	1.00	1.00
Financial Services Manager	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	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	3.00	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	10.00	10.00	10.00
<b><u>INFORMATION SERVICES</u></b>						
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	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	-	-	-	-	-
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
<b><u>COMMUNITY DEVELOPMENT</u></b>						
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	1.00	1.00	1.00	1.00	-	-
Building Code Compliance Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Building/Fire Code Inspector	1.00	1.00	1.00	1.00	1.00	1.00
Building Code Specialist II	2.00	2.00	2.00	2.00	2.00	2.00
Building Code Specialist I	1.00	1.00	1.00	1.00	1.00	1.00
Electrical Inspector	1.00	1.00	1.00	1.00	1.00	1.00
Principal Planner	2.00	2.00	2.00	2.00	1.00	1.00
Associate Planner	2.00	3.00	3.00	3.00	3.00	3.00
Assistant Planner	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	-	-
Total Department	17.75	17.75	17.75	17.75	15.00	15.00

FTE'S By Department	Actual 2009	Actual 2010	Actual 2011	Actual 2012	Actual 2013	Adopted 2014
<b>FTE SUMMARY BY CLASSIFICATION - GENERAL GOVERNMENT</b>						
<b><u>PARKS &amp; RECREATION</u></b>						
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	1.00
Recreation Supervisor II	5.00	5.00	5.00	5.00	4.00	4.00
Recreation Supervisor I	-	-	-	1.00	1.00	1.00
Recreation Coordinator	3.00	4.00	4.00	3.00	3.00	3.00
Recreation Assistant	2.00	1.00	1.00	1.00	1.00	1.00
Department Assistant III	1.00	1.00	1.00	3.00	3.00	3.00
Department Assistant II	2.00	2.00	2.00	-	-	-
Museum Curator	1.00	1.00	1.00	1.00	1.00	1.00
Total Department	16.00	16.00	16.00	16.00	15.00	15.00
<b><u>POLICE DEPARTMENT</u></b>						
Chief	1.00	1.00	1.00	1.00	1.00	1.00
Commander	2.00	2.00	3.00	3.00	3.00	3.00
Lieutenant	5.00	5.00	2.00	1.00	1.00	1.00
Sergeant	7.00	7.00	7.00	8.00	7.00	7.00
Police Officer/Detective	5.00	5.00	5.00	5.00	5.00	5.00
Police Officer	36.00	36.00	37.00	37.00	36.00	36.00
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	5.28	5.28	5.28	5.28	2.64	2.64
Total Department	70.28	70.28	69.28	69.28	64.64	64.64
<b><u>PUBLIC WORKS DEPARTMENT</u></b>						
<b><u>ENGINEERING DIVISION</u></b>						
<b><u>ADMINISTRATION</u></b>						
Director-Public Works	1.00	1.00	1.00	1.00	1.00	1.00
Department Assistant III	2.00	2.00	2.00	2.00	1.00	1.00
Management Analyst	1.00	1.00	1.00	1.00	1.00	1.00
Total Department	4.00	4.00	4.00	4.00	3.00	3.00
<b><u>ENGINEERING</u></b>						
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	3.00	3.00	3.00	3.00	2.00	2.00
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	16.00	16.00	16.00	16.00	14.00	14.00
Total Department	25.00	25.00	25.00	25.00	22.00	22.00
<b><u>WATER RESOURCE</u></b>						
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	4.00	5.00
Total Department	9.00	9.00	9.00	9.00	10.00	11.00
Total Engineering Division	38.00	38.00	38.00	38.00	35.00	36.00

FTE'S By Department	Actual 2009	Actual 2010	Actual 2011	Actual 2012	Actual 2013	Adopted 2014
<b><u>FTE SUMMARY BY CLASSIFICATION - GENERAL GOVERNMENT CONT.</u></b>						
<b>PUBLIC WORKS DEPARTMENT CONT.</b>						
<b>OPERATIONS DIVISION</b>						
<b><u>ADMINISTRATION</u></b>						
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
<b><u>EQUIPMENT RENTAL</u></b>						
Equipment Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
Equipment Mechanic	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
<b><u>PARKS MAINTENANCE</u></b>						
Parks Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
Senior Maintenance Tech (includes 1 at RAC)	3.00	3.00	3.00	3.00	3.00	3.00
Maint Tech Journey Level (Includes 1 at RAC)	11.00	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	16.00	16.00	16.00	16.00	16.00	16.00
<b><u>FACILITIES MAINTENANCE</u></b>						
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
<b><u>CITY STREETS</u></b>						
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	34.50	34.50	34.50	34.50	34.50	34.50
Total PW Dept (General Governmental)	72.50	72.50	72.50	72.50	69.50	70.50
Total General Government	206.53	206.53	205.53	206.53	195.14	196.14
<b><u>FTE SUMMARY BY CLASSIFICATION - ENTERPRISE FUNDS</u></b>						
<b>CUSTOMER SERVICE-FINANCE</b>						
<b><u>WATER DIVISION</u></b>						
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 III	0.90	0.90	0.90	0.90	0.90	0.90
<b>WASTEWATER DIVISION</b>						
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 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

FTE'S By Department	Actual 2009	Actual 2010	Actual 2011	Actual 2012	Actual 2013	Adopted 2014
<b><u>FTE SUMMARY BY CLASSIFICATION - ENTERPRISE FUNDS</u></b>						
<b><u>PUBLIC WORKS OPERATIONS</u></b>						
<b><u>WATER DIVISION</u></b>						
Department Assistant III	-	-	-	0.50	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	1.00	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
Maintenance Tech Cont Spec Plant Operator	1.00	1.00	1.00	2.00	3.00	3.00
Maintenance Tech Control Specialist JL	3.00	3.00	3.00	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	20.00	20.00	20.00
<b><u>WASTEWATER DIVISION</u></b>						
Department Assistant III	-	-	-	0.50	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	1.00	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	2.00	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	15.00	15.00	15.00
<b><u>STORMWATER DIVISION</u></b>						
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	1.00
Maintenance Technician Journey Level	4.00	3.00	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	252.03	252.03	251.03	252.03	240.64	241.64
Salary information available upon request. Contact Human Resource Department						

<b>2014 Capital Budget</b>	
<b>Department/Description</b>	<b>Adopted Budget</b>
<u>City Manager/HR/CS&amp;PA</u>	
Solar Project - PSE	20,000
High density shelving	1,250
Facility repair	1,000
Tables/partitions Community room	6,000
<u>PW - Parks Maintenance</u>	
Install security cameras various parks	75,000
<u>Building Improvement</u>	
Operable wall tract Community Center	16,000
Community Center roof replacement	48,000
Automate interior door Library	3,375
<u>PW - Water M&amp;O</u>	
Reserve for standby truck replacement	12,500
Truck mounted valve wrench	25,000
<u>PW - Wastewater M&amp;O</u>	
Reserve for standby truck replacement	12,500
Resistive load bank tester	27,000
Hot water pressure washer	26,500
Snow plow for existing truck	7,000
Odor control equipment	129,000
<b>Grand Total</b>	<b>410,125</b>



# BUDGET DETAIL

# Budget Detail



Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Current Expense Fund - Revenues</i>				
<b>Revenues</b>				
001-0000-308.00-00	Estimated Beginning Cash	-	1,746,267	179,287
001-0000-311.10-00	Property Taxes-Current	4,786,489	4,869,082	5,098,060
001-0000-311.15-00	Property Taxes-Delinquent	297,332	150,000	150,000
001-0000-313.10-00	Sales Taxes	7,796,068	7,717,892	7,795,268
001-0000-316.10-00	Business & Occupation Tax	1,753,743	1,821,949	1,811,979
001-0000-316.20-00	Admissions Tax	286,282	275,000	275,000
001-0000-316.41-00	Utility Tax/Electric	503,943	776,058	1,993,859
001-0000-316.42-00	Utility Tax/Water-Private	1,165	983	3,916
001-0000-316.43-00	Utility Tax/Gas	199,381	309,761	770,475
001-0000-316.45-00	Utility Tax/Solid Waste	80,073	97,145	308,922
001-0000-316.47-01	Utility Tax/Telephone	351,524	529,779	1,349,661
001-0000-316.52-00	Utility Tax/Olympia City	470	319	1,779
001-0000-316.70-00	Utility Tax/Lacey Utility	-	1,035,405	1,414,322
001-0000-316.72-00	Water Utility Tax	147,136	-	-
001-0000-316.72-10	Fire Suppression Util Tax	-	-	539,626
001-0000-316.74-00	Wastewater Utility Tax	185,950	-	-
001-0000-316.78-00	Stormwater Utility Tax	32,224	-	-
001-0000-317.20-00	Leasehold Excise Taxes	134	5,000	5,000
001-0000-317.51-00	Punch Board & Pull Tabs	55,909	75,000	60,000
001-0000-317.53-00	Amusement Games	153	100	100
001-0000-317.54-00	Card Games	456,059	440,000	450,000
001-0000-319.60-00	B & O Penalties	74	500	500
001-0000-321.60-00	Professional & Occupation	4,071	4,000	5,200
001-0000-321.70-00	Amusement Licenses	860	750	750
001-0000-321.90-00	Business Licenses	11,680	10,000	12,000
001-0000-321.91-00	Franchise Fees	589,022	580,000	600,000
001-0000-322.10-00	Building Permits	743,924	525,000	525,000
001-0000-322.11-00	Mechanical Permits	52,367	46,000	46,000
001-0000-322.12-00	Plumbing Permits	70,814	60,000	60,000
001-0000-322.13-00	Electrical Permits	146,094	125,000	125,000
001-0000-322.14-00	Tree Protection Fees	6,183	7,500	10,000
001-0000-322.40-00	Street & Curb Permits	19,939	20,000	20,000
001-0000-322.90-00	Gun Permits	12,935	6,000	20,000
001-0000-322.91-00	Farmers Market Proceeds	6,676	7,500	6,000
001-0000-331.16-72	Law Enforce Grant-Vests	5,758	-	-
001-0000-332.99-99	HITDA Grant	40,550	-	-
001-0000-333.07-01	DU - WSP NMI	10,935	-	-

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Current Expense Fund - Revenues</i>				
<b>Revenues</b>				
001-0000-333.10-55	Child Nutrition Program	62,563	70,000	70,000
001-0000-333.10-60	Forest Service DNR	9,388	-	-
001-0000-333.16-00	DOJ	159,238	-	-
001-0000-333.20-60	CFDA 20.60X	1,283	15,000	5,000
001-0000-333.45-02	Arts Commission	2,000	-	-
001-0000-333.83-00	FEMA xxxx-DRWA	29,669	-	-
001-0000-333.97-06	DHS/ODP CFDA #97.067	2,628	-	-
001-0000-334.04-21	DU - Commerce	31,318	-	-
001-0000-334.05-10	SPI - SFSP	1,502	-	-
001-0000-334.05-40	Work Study	-	3,000	3,000
001-0000-334.83-00	State Share of FEMA	4,945	-	-
001-0000-336.94-00	Liquor Excise Tax	107,323	36,624	52,777
001-0000-336.95-00	Liquor Board Profits	427,241	391,092	394,272
001-0000-337.69-10	Stay-At-Work Program	25,146	-	5,000
001-0000-338.21-00	Law Enforcement Service	362	-	-
001-0000-338.21-01	RMS Cordinator	4,109	-	-
001-0000-338.27-00	NTPS Security Contract	130,000	135,000	135,000
001-0000-338.39-00	Animal Services Admin	88,456	91,110	91,110
001-0000-338.40-00	Drug Unit Services	9,925	-	-
001-0000-338.58-00	Planning & CD Services	8,893	-	-
001-0000-338.74-00	Lydia Hawk Summer Program	10,000	10,000	10,000
001-0000-339.18-11	DOE / EECBG	63,968	-	-
001-0000-341.50-00	Sales of Maps/Publication	1,726	750	750
001-0000-341.53-00	Notary Services	411	-	300
001-0000-341.55-00	Other Taxable Fees	7,143	4,500	4,500
001-0000-341.99-00	Passport Fees	24,975	25,000	25,000
001-0000-342.11-00	Criminal Justice Training	55,822	-	-
001-0000-342.14-00	Polygraph - Document Fees	2,925	-	-
001-0000-342.40-00	Overtime-Police Services	20,445	50,000	50,000
001-0000-343.95-00	RBRRP Abatement Charges	4,210	-	2,500
001-0000-345.81-00	Zoning&Subdivision Fees	55,441	50,000	50,000
001-0000-345.83-00	Plan Checking Fees	200,210	200,000	200,000
001-0000-345.83-01	Plan Check Fees-Streets	10,069	10,000	15,000
001-0000-345.83-02	Inspection Svs-Streets	11,359	6,500	15,000
001-0000-347.60-00	Recreation-Program Fees	(177)	-	-
001-0000-347.60-20	Youth & Teen Programs	180,787	162,500	170,000
001-0000-347.60-40	Aquatics Programs	225,117	185,710	200,000

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Current Expense Fund - Revenues</i>				
<b>Revenues</b>				
001-0000-347.60-50	Physical Activities Prog	170,663	144,600	158,600
001-0000-347.60-60	Cultural Arts & Educ Prog	63,857	51,000	51,000
001-0000-347.60-70	Outdoor Activities Prog	18,827	23,100	23,100
001-0000-347.60-80	Fitness Program	23,157	24,100	19,600
001-0000-347.60-90	Special Events Program	25,326	18,500	18,500
001-0000-347.62-00	Shelter Fees	6,510	6,000	6,000
001-0000-347.63-00	Tumwater Pool Agreement	16,290	16,291	16,291
001-0000-347.64-00	Lacey ACT-Program Fees	34,694	34,500	34,500
001-0000-347.65-00	Field Use Fees	41,009	30,000	30,000
001-0000-347.65-10	Field Use Fees-NTSD	35,932	29,000	30,000
001-0000-347.66-00	Parks-Day Camp Scholarshi	-	100	100
001-0000-347.67-00	Concession Commission	-	3,000	3,000
001-0000-348.95-00	Engineering Services Fees	1,386,066	1,764,298	2,044,255
001-0000-348.95-10	Engineering Svc - Culture	4,862	-	-
001-0000-348.95-20	Engineering Svc - Transp	854,911	950,007	576,585
001-0000-348.96-00	Parks Maintenance Service	34,710	63,547	38,946
001-0000-348.96-20	Parks Maint - Streets	352,409	352,863	394,792
001-0000-348.99-00	Water Resources Services	1,139,773	1,255,043	1,396,200
001-0000-348.99-20	Water Resource-Trans	107	-	-
001-0000-349.18-00	Common Facilities Charges	178,318	243,172	-
001-0000-349.18-10	Common Fac. - Culture	22,290	30,397	-
001-0000-349.18-20	Common Fac. - Transp.	22,290	30,397	-
001-0000-349.19-00	Overhead & Services	135,000	135,000	-
001-0000-349.20-00	Project Administration	200,127	9,000	-
001-0000-351.10-00	District Court	277,776	275,000	275,000
001-0000-351.20-00	Lacey Violations	223,217	250,000	250,000
001-0000-351.40-00	Red Light Cameras	164,863	150,000	175,000
001-0000-361.11-00	Investment Interest	51,589	50,000	50,000
001-0000-361.40-00	Interest Sales Tax	2,766	10,000	5,000
001-0000-362.40-00	Facility Rentals	4,109	4,000	4,000
001-0000-362.50-00	Concession Lease Longterm	1,000	1,200	1,200
001-0000-362.80-00	Concession Commission	2,582	1,750	1,750
001-0000-366.10-00	Interfund Interest	918	-	-
001-0000-367.03-00	Donation-Crime Prevention	100	500	500
001-0000-367.14-00	Donations-Concert/Events	47,350	35,000	35,500
001-0000-367.16-00	Donations-Senior Patrol	200	-	-
001-0000-367.20-00	Donations - Misc. Parks	653	500	100

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Current Expense Fund - Revenues</i>				
<b>Revenues</b>				
001-0000-367.21-00	Parks - Youth Scholarship	2,250	1,250	1,250
001-0000-367.22-00	Summer Lunch Program	10,854	5,000	5,000
001-0000-367.22-10	Wild Waves Donations	4,620	9,000	5,000
001-0000-369.10-00	Sale of Scrap & Surplus	-	1,000	1,000
001-0000-369.20-00	Sale/Unclaimed Property	5,571	2,500	2,500
001-0000-369.40-00	Court Fees/Judgments	5,992	3,000	3,000
001-0000-369.41-00	False Alarm	4,650	3,500	3,500
001-0000-369.43-00	Seizure Funds	31,749	-	-
001-0000-369.45-00	AWC-Well City Discount	51,000	20,000	30,000
001-0000-369.81-00	Cash Over & Short	(183)	-	-
001-0000-369.90-00	Other Misc Revenue	19,123	25,000	25,000
001-0000-369.93-00	LMC Book Sales	-	500	500
001-0000-369.95-00	Multi-Housing Program	400	-	-
001-0000-391.50-00	Capital Lease (noncash)	13,193	-	-
001-0000-397.09-00	Parks/ Open Space	371,662	411,955	376,540
<b>Total Current Expense Fund Revenues</b>		<b>26,701,469</b>	<b>29,163,346</b>	<b>31,229,722</b>

## **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 2014 budget for the City Council is **\$232,135**. 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

### **2014 PROGRAMS, GOALS AND PRIORITIES**

- Maintain Lacey's record as a safe and secure community.
- Explore partnership opportunities with the SPSCC, EDC and Regional Chambers.
- Support efforts for job creation, new livable wage jobs, and promote the diversification of the community's businesses and employment sector.
- 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.
- 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	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
<b>City Council</b>				
<b>Council Services</b>				
001-0301-511.10-01	Salaries-Regular	101,580	106,980	111,485
001-0301-511.20-01	Employer Paid Benefits	8,983	9,753	10,194
001-0301-511.31-01	Office & Operating Supply	1,235	2,000	2,000
001-0301-511.41-01	Prof. Svc-Other	5,700	4,000	6,500
001-0301-511.42-01	Communications-Telephone	736	-	850
001-0301-511.43-01	Transportation/Per Diem	10,592	13,500	13,500
001-0301-511.43-03	Registrations	7,316	9,500	9,500
001-0301-511.45-02	IMS Rentals	2,707	3,072	3,171
001-0301-511.46-03	Insurance-Fidelity	2,466	2,229	2,229
001-0301-573.49-12	Special Events	4,877	8,300	8,300
<b>Total Council Services</b>		<b>146,192</b>	<b>159,334</b>	<b>167,729</b>
<b>Boards/Memberships</b>				
001-0302-519.49-14	Association of WA Cities	28,974	29,495	30,143
001-0302-519.49-15	National League of Cities	3,388	3,813	3,813
001-0302-519.49-41	ICLEI	600	600	600
001-0302-572.31-30	Other Boards/Memberships	2,500	4,950	12,450
<b>Total Boards/Memberships</b>		<b>35,462</b>	<b>38,858</b>	<b>47,006</b>
<b>Youth Initiatives</b>				
001-0304-511.49-42	WIN Program	9,482	15,200	15,200
001-0304-511.49-47	Sister City Program	2,200	2,200	2,200
<b>Total Youth Initiatives</b>		<b>11,682</b>	<b>17,400</b>	<b>17,400</b>
<b>Total City Council</b>		<b>193,336</b>	<b>215,592</b>	<b>232,135</b>

## **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 2014 budget for Contracted Services is **\$2,445,265**. 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 Health and Human Services Council (HHSC) to help support various social services programs. Annually the cities distribute public funding for these critical social services needs that are provided through a number of local human service agencies.

VICTIM ADVOCATE:

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

Planning/Growth ManagementREGIONAL PLANNING:

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

FOREIGN TRADE ZONE:

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

Community ServicesELECTION/VOTER REGISTRATION:

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

THURSTON COMMUNITY TELEVISION:

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

ECONOMIC DEVELOPMENT COUNCIL:

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

MISCELLANEOUS CONTRACTS:

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

TOGETHER!:

TOGETHER!, a non-profit, 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 sixth 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	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
<b>Contracted Services</b>				
<b>Contracted Services</b>				
001-0401-511.58-18	Election/Voter Registrare	49,024	50,000	100,000
001-0401-511.58-21	Inter-governmental	89,702	181,064	191,064
001-0401-512.58-12	District Court	350,000	400,000	450,000
001-0401-512.58-13	Public Defender-Indigent	145,030	148,000	200,000
001-0401-521.58-24	Victim Advocate	37,500	39,196	39,196
001-0401-523.58-10	Th Co Corrections	36,195	37,775	37,775
001-0401-523.58-11	Other Jail Services	548,840	632,279	752,279
001-0401-523.58-12	Medical Services	64,456	40,000	40,000
001-0401-525.58-22	Emergency Services Prog.	5,926	11,000	11,000
001-0401-528.58-05	Central Dispatch	5,225	6,274	6,274
001-0401-531.58-01	Pollution Control Auth.	18,059	19,274	19,620
001-0401-539.58-04	Joint Animal Services	221,251	232,219	240,779
001-0401-552.58-14	Dispute Resolution Center	3,000	3,100	3,100
001-0401-552.58-15	Social Services-HSRC	44,000	45,000	40,644
001-0401-552.58-16	TOGETHER	15,000	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	2,000	2,000
001-0401-552.58-24	Foreign Trade Zone	1,348	3,000	3,000
001-0401-557.58-17	Th Community TV	89,262	98,578	100,550
001-0401-558.58-02	Thurston Region Planning	87,893	89,473	91,012
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	10,691	8,360	8,360
001-0401-573.58-20	IT/Amtrak	9,316	9,992	10,612
001-0401-573.58-23	Farmer's Market	28,220	43,000	43,000
001-0401-598.52-10	Grant Proceeds	242,041	-	-
<b>Total Contracted Services</b>		<b>2,129,979</b>	<b>2,154,584</b>	<b>2,445,265</b>



This Page Intentionally Left Blank

### **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 2014 budget for the office of the City Manager is **\$506,780**. 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.

### **2014 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	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
<b>City Manager</b>				
<b>Administration</b>				
001-0501-513.10-01	Salaries-Regular	231,969	246,851	242,705
001-0501-513.10-06	Salaries-Part-Time	-	5,000	5,000
001-0501-513.20-01	Employer Paid Benefits	90,739	103,431	106,578
001-0501-513.31-01	Office & Operating Supply	2,389	2,600	2,600
001-0501-513.41-01	Prof. Svc-Other	465	1,000	1,000
001-0501-513.43-01	Transportation/Per Diem	1,687	3,000	3,000
001-0501-513.43-02	Dues, Subscriptions, Publ	3,230	3,750	3,750
001-0501-513.43-03	Registrations	493	1,700	1,700
001-0501-513.45-02	IMS Rental	9,163	9,865	9,580
<b>Total Administration</b>		<b>340,135</b>	<b>377,197</b>	<b>375,913</b>
<b>City Clerk/Records Management</b>				
001-0502-514.10-01	Salaries-Regular	80,930	87,067	84,832
001-0502-514.20-01	Employer Paid Benefits	21,220	24,340	25,350
001-0502-514.31-01	Office & Operating Supply	791	1,000	1,000
001-0502-514.41-06	Codification/Microfilm	3,621	5,500	5,500
001-0502-514.41-07	Records Destruction	4,084	3,000	3,000
001-0502-514.43-02	Dues, Subscriptions, Publ	460	1,000	1,000
001-0502-514.43-03	Registrations	-	1,000	1,000
001-0502-514.44-04	Ordinances & Resolutions	6,367	3,500	3,500
001-0502-514.45-02	IMS Rental	4,479	4,824	4,685
001-0502-514.49-30	Software Maintenance	-	1,000	1,000
<b>Total City Clerk/Records Management</b>		<b>121,952</b>	<b>132,231</b>	<b>130,867</b>
<b>Total City Manager</b>		<b>462,087</b>	<b>509,428</b>	<b>506,780</b>

## **PUBLIC AFFAIRS AND HUMAN RESOURCES**

In 2012, the Community Services and Public Affairs Department and the Human Resources Department were combined into one department, Public Affairs and Human Resources, under the management of one director. The 2014 budget reflects this combined department.

### **HUMAN RESOURCES**

The Human Resources Division is responsible for providing administrative and support services to all City departments related to the recruitment, training, performance, compensation, and benefits of the City's work force. In addition, this division manages labor contract negotiations and employee relations. 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 within the Human Resources Division:

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

Human Resources services are provided by a Senior Management Analyst, a Human Resources Analyst, a Management Analyst, and a Department Assistant III. This division is managed by the Public Affairs and Human Resources Director.

Significant efficiencies were realized in 2013 with the full implementation of Neo-Gov, the City's on-line application system. Not only did Neo-Gov enable the City to move towards a paperless recruitment and application process, it also streamlined the review and selection process for hiring managers in all departments. This system will soon be used for internal, civil-service promotional recruitments as well.

Also in 2013, labor contracts with the City's three bargaining units (AFSCME, Lacey Police Officers Guild and Lacey Police Management Association) were concluded and ratified by the City Council. These are three year agreements that will expire on December 31, 2015.

For the 13th year, the City was awarded the Association of Washington Cities' WellCity Award. This competitive and rigorous award is given to cities that have a proven commitment to wellness through employee-driven programs. This award provides an additional benefit of reducing the City's health care premiums for medical, dental, and vision coverage by 2% in 2014.

In 2013, the City updated its Comprehensive Emergency Preparedness Management plan, in compliance with state requirements. As part of this update, roles and responsibilities for the City's Emergency Coordinating Center (ECC) were reviewed and updated to better reflect the City's needs in emergency situations.

The City's workers' compensation program rates continue to be relatively low, in comparison to other similar-sized cities in Washington, due to the City's active management of claims and emphasis on safety training.

### **PUBLIC AFFAIRS**

The Public Affairs Division 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.
- Managing content and providing oversight of the City's website and social media sites.
- 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, and Thurston Community Television.
- Overseeing the Community Market and Fourth of July events.
- Assisting with citizen outreach for community development events.
- Responding to citizen questions, complaints, and concerns.
- Providing staff representation for the Thurston County Green Business Committee.
- Acting as liaison to Washington State Legislature on proposed bills, which would impact the City.
- Coordinating efforts to acquire art for public facilities.
- Grant writing and administration for special community projects.
- Assisting local and regional media agencies by providing timely information and response to stories affecting Lacey.

Public Affairs services are provided by a Senior Management Analyst, Communications, Specialist, Community Liaison, and a half-time Department Assistant III. This division is managed by the Public Affairs and Human Resources Director.

#### **BUDGET SUMMARY**

The total 2014 budget for Public Affairs and Human Resources **\$1,186,992**.

#### **2014 PROGRAMS, GOALS AND PRIORITIES**

- Implement required Health Care Reform Act changes to the City's medical insurance plans; seek opportunities to introduce options to employees that encourage wise health care consumerism and reduce premium costs.
- Review and update City policy manual.
- Review and update Civil Service rules related to recruitment and selection.
- Implement employee training in support of the City's Comprehensive Emergency Preparedness Management plan.
- Continue to improve and tailor training programs to meet work force needs.
- Enhance website and social media presence.
- Solicit feedback from citizens about most the effective ways to obtain information from the City.
- Develop and distribute the "Report to the Community" for 2014.
- Explore ideas for enhanced marketing and "branding" of Lacey as a community.
- Provide liaison services and staff support to Animal Services and the Joint Animal Services Commission (JASCOM).
- Enhance communication between City Hall and neighborhood associations.
- Strengthen Community Connector program with Joint Base Lewis McChord (JBLM).
- Oversee Lacey Community Market and identify ways to increase visibility and attendance.
- Coordinate 4th of July events with community partners.
- Implement first phase of wayfinding signage project.
- Continue project coordination for the Work Involvement Now (W.I.N.) program.
- Work with TCTV, Olympia, and Thurston County to more fully utilize the government and education channels.
- 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.

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
<b>Public Affairs/Human Resources</b>				
<b>General Services</b>				
001-0701-516.10-01	Salaries-Regular	238,637	336,292	296,934
001-0701-516.10-05	Salaries-Overtime	14	-	1,500
001-0701-516.20-01	Employer Paid Benefits	104,351	149,645	141,989
001-0701-516.31-01	Office & Operating Supply	3,391	10,275	6,500
001-0701-516.31-04	Supplies - Testing/Exam	5,400	15,060	15,060
001-0701-516.41-01	Prof. Svc-Other	-	500	500
001-0701-516.41-03	Prof. Svc-Consultant	37,684	42,500	42,500
001-0701-516.41-04	EAP/SPS Labor Management	5,625	5,073	5,073
001-0701-516.43-01	Transportation/Per Diem	2,803	2,800	2,800
001-0701-516.43-02	Dues, Subscriptions, Publ	1,172	2,700	2,700
001-0701-516.43-03	Registrations	625	1,725	4,000
001-0701-516.44-01	Adv/Full-Time Position	12,972	30,000	30,000
001-0701-516.44-02	Adv/Part-Time Position	3,812	5,000	5,000
001-0701-516.45-02	IMS Rental	12,365	15,468	17,513
001-0701-516.49-02	Printing & Binding	144	3,500	3,500
001-0701-516.49-05	Professional Development	14,555	26,590	26,590
001-0701-516.49-56	Emp Perform Recognition	7,814	13,000	13,000
<b>Total General Services</b>		<b>451,364</b>	<b>660,128</b>	<b>615,159</b>
<b>Risk Management/Loss Control</b>				
001-0702-514.10-01	Salaries-Regular	31,836	29,964	31,414
001-0702-514.20-01	Employer Paid Benefits	16,479	17,178	18,126
001-0702-514.41-03	Prof. Svc-Consultant	4,187	5,000	5,000
001-0702-514.42-01	Communications-Telephone	-	150	150
001-0702-514.43-02	Dues, Subscriptions, Publ	812	961	961
001-0702-514.49-17	Pre-employment Medicals	2,060	5,000	5,000
001-0702-514.49-18	Wellness Prog. AWC-Grant	9,324	11,000	11,000
001-0702-514.49-43	Drug & Alcohol Testing	3,524	4,500	4,500
<b>Total Risk Management/Loss Control</b>		<b>68,222</b>	<b>73,753</b>	<b>76,151</b>

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
<b>Public Affairs/Human Resources</b>				
<b>Public Affairs</b>				
001-0703-513.10-01	Salaries-Regular	186,917	275,914	310,976
001-0901-513.10-05	Salaries-Overtime	506	-	-
001-0901-513.10-06	Salaries-Part-Time	609	-	-
001-0703-513.20-01	Employer Paid Benefits	57,994	101,514	124,224
001-0703-513.31-01	Office & Operating Supply	2,522	3,800	3,800
001-0703-513.41-01	Prof. Svc-Other	11,310	15,000	15,000
001-0703-513.43-01	Transportation/Per Diem	9	750	750
001-0703-513.43-02	Dues, Subscriptions, Publ	1,502	2,700	2,700
001-0703-513.43-03	Registrations	103	1,000	1,000
001-0703-513.45-02	IMS Rental	9,380	12,088	12,732
001-0703-513.49-02	Printing & Binding	619	2,500	2,500
001-0703-573.49-12	Special Events	3,940	1,000	1,000
001-0703-573.49-20	Special Projects	2,101	3,000	3,000
001-0703-573.49-21	LaceyLife Newsletter	2,230	19,247	18,000
001-0901-598.97-52	Pass ThroughGrant	54,816	-	-
<b>Total Public Affairs</b>		<b>334,558</b>	<b>438,513</b>	<b>495,682</b>
<b>Total Public Affairs/Human Resources</b>		<b>854,144</b>	<b>1,172,394</b>	<b>1,186,992</b>

## **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, revenue collections for all utility customers 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 2014 budget for the Finance Department is **\$801,200**. The Information Services division is listed under a separate budget because their expenses are managed as a separate fund. Finance Department costs assigned to Utility Billing are budgeted in each of the Utilities.

### **2014 PROGRAMS, GOALS AND PRIORITIES**

- Maintain compliance with all financial reporting standards.
- Provide excellent customer service to external and internal customers.
- Revenue monitoring, forecasting and enhancement.
- Pursue GFOA certification of Lacey's Comprehensive Annual Financial Report.
- Complete conversion of 9 Data Collection Units (DCU's) to comply with change in technology being enacted in 2014.
- Implement procurement card system.
- Evaluate credit card payment processing systems for PCI compliance.

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
<b>Finance</b>				
<b>Finance</b>				
001-1401-514.10-01	Salaries-Regular	454,411	468,365	481,652
001-1401-514.10-05	Salaries-Overtime	-	850	850
001-1401-514.20-01	Employer Paid Benefits	219,222	223,910	220,363
001-1401-514.31-01	Office & Operating Supply	4,158	5,000	5,000
001-1401-514.41-05	Prof. Svc-Audit	23,577	42,225	34,050
001-1401-514.41-06	Codification/Microfilm	-	2,500	2,500
001-1401-514.43-01	Transportation/Per Diem	1,557	2,515	2,515
001-1401-514.43-02	Dues, Subscriptions, Publ	1,683	2,175	2,175
001-1401-514.43-03	Registrations	1,832	2,450	2,450
001-1401-514.45-02	IMS Rental	31,700	36,363	36,243
001-1401-514.48-01	Rep & Maint-Equipment	-	100	100
001-1401-514.49-02	Printing & Binding	-	3,950	3,950
001-1401-514.49-06	Maintenance Contracts	-	500	500
001-1401-514.49-08	Witness Fee-Court	746	1,000	1,000
001-1401-514.49-09	Interpreter Svcs-Court	4,942	6,500	6,500
001-1401-514.49-30	Software Maintenance	-	1,352	1,352
<b>Total Finance</b>		<b>743,828</b>	<b>799,755</b>	<b>801,200</b>

## **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 2014 budget for City Attorney is **\$479,388**.

### **2014 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	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
<b>Legal Services</b>				
<b>Legal Services</b>				
001-1501-515.10-01	Salaries-Regular	94,136	96,593	98,796
001-1501-515.20-01	Employer Paid Benefits	7,201	7,389	7,558
001-1501-515.31-01	Office & Operating Supply	469	4,200	4,200
001-1501-515.41-01	Prof. Svc-Other	119,367	117,822	120,768
001-1501-515.41-08	Prof. Svc-Litigation	11,279	3,000	3,000
001-1501-515.41-09	Prof. Svc-Prosecution	214,454	214,262	217,330
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	(150)	1,440	1,440
001-1501-515.45-05	Rentals-Other	13,200	13,557	13,896
001-1501-515.49-07	Support Services	11,805	9,900	9,900
<b>Total Legal Services</b>		<b>472,386</b>	<b>470,663</b>	<b>479,388</b>

**COMMON FACILITIES**

The Common Facilities budget provides funding for maintaining and operating City Hall 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. The 2014 budget shifts the common costs of the Maintenance Center directly to the maintenance divisions based on a square footage allocation. This was a result of recent changes to States Budgeting and Accounting System (BARS).

**BUDGET SUMMARY**

The 2014 budget for Common Facilities is **\$1,556,934**. This amount maintains the current level of services for City Hall and Library services while shifting Maintenance Center common cost directly to the divisions using those goods and services.

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
<b>Common Facilities Overhead</b>				
<b>City Hall &amp; Library Operations</b>				
001-1901-514.31-01	Office & Operating Supply	17,881	20,370	20,370
001-1901-514.41-01	Prof. Svc-Other	8,519	40,846	40,846
001-1901-514.42-01	Communications-Telephone	12,975	52,913	52,913
001-1901-514.42-02	Communications-Postage	37,438	56,300	56,300
001-1901-514.45-01	Equipment Rental	28,251	22,217	25,430
001-1901-514.45-02	IMS Rental	733,261	630,604	611,241
001-1901-514.45-03	Copier Rental	34,347	73,700	73,700
001-1901-514.45-08	Lease Miscellaneous	-	500	500
001-1901-514.46-01	Insurance-Liability	312,796	339,601	339,601
001-1901-514.46-02	Insurance-Fire/Property	32,127	32,788	32,788
001-1901-514.46-06	AWC-L & I Pool	16,286	16,418	16,418
001-1901-514.47-01	Utility-Electric	137,681	148,000	148,000
001-1901-514.47-02	Utility-City of Lacey	11,443	9,300	12,300
001-1901-514.47-07	Utility-Solid Waste	2,112	6,000	3,000
001-1901-514.48-01	Rep & Maint-Equipment	2,739	3,700	3,700
001-1901-514.49-02	Printing & Binding	5,766	8,000	8,000
001-1901-514.49-06	Maintenance Contracts	28,947	38,974	38,974
001-1901-514.49-25	Assessments/Taxes	1,313	2,050	2,050
001-1901-514.49-27	Bad Debt Expense	(688)	1,000	1,000
001-1901-572.46-02	Insurance-Fire/Property	8,149	8,317	8,317
001-1901-572.47-01	Utility-Electric	36,886	50,000	50,000
001-1901-572.47-02	Utility-City of Lacey	5,422	9,000	9,000
001-1901-572.47-07	Utility-Solid Waste	1,598	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	11,001	-	-
001-1901-591.83-10	Capital Lease interest	1,852	-	-
<b>Total City Hall &amp; Library Operations</b>		<b>1,488,102</b>	<b>1,573,084</b>	<b>1,556,934</b>
<b>Maintenance Service Center</b>				
001-1902-514.31-01	Office & Operating Supply	7,088	6,900	-
001-1902-514.31-02	Small Tools & Equipment	1,854	4,367	-
001-1902-514.31-23	Supplies-Building Maint.	3,301	3,600	-
001-1902-514.41-01	Prof. Svc-Other	2,350	2,200	-
001-1902-514.41-31	Prof. Svc-Building Maint.	1,097	1,500	-

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
<b>Common Facilities Overhead</b>				
<b>Maintenance Service Center-Continued</b>				
001-1902-514.42-01	Communications-Telephone	1,650	2,750	-
001-1902-514.42-02	Communications-Postage	-	100	-
001-1902-514.43-02	Dues, Subscriptions, Publ	448	400	-
001-1902-514.44-03	Adv/Call for Bids	-	50	-
001-1902-514.45-01	Equipment Rental	46,885	21,438	-
001-1902-514.45-02	IMS Rental	86,335	90,880	-
001-1902-514.45-03	Copier Rental	2,459	7,125	-
001-1902-514.46-02	Insurance-Fire/Property	4,737	4,835	-
001-1902-514.47-01	Utility-Electric	45,400	39,000	-
001-1902-514.47-02	Utility-City of Lacey	15,540	9,900	-
001-1902-514.47-03	Utility-Natural Gas	14,645	22,000	-
001-1902-514.47-07	Utility-Solid Waste	24,272	30,000	-
001-1902-514.48-01	Rep & Maint-Equipment	-	1,000	-
001-1902-514.48-03	Rep & Maint-Facilities	2,346	1,000	-
001-1902-514.49-02	Printing & Binding	-	150	-
001-1902-514.49-06	Maintenance Contracts	9,310	14,546	-
001-1902-514.49-23	Custodial	39,556	43,764	-
001-1902-514.49-25	Assessments/Taxes	11	905	-
001-1902-514.49-31	Hardware Maintenance	117	100	-
001-1902-591.75-01	Capital Leases	3,288	-	-
001-1902-591.83-10	Capital Lease interest	759	-	-
<b>Total Maintenance Service Center</b>		<b>313,448</b>	<b>308,510</b>	<b>-</b>
<b>Total Common Facilities Overhead</b>		<b>1,801,550</b>	<b>1,881,594</b>	<b>1,556,934</b>



This Page Intentionally Left Blank

## **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,
- 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 2014 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, Problem Solving Courts, The 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.

### ADMINISTRATIVE DIVISION:

The Administrative Division is made up of one Commander, an Administrative Sergeant, three School Resource Officers, one Evidence Technician, and the Records Unit 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. The Administrative Sergeant coordinates department training, including firearms, tactics and procedures.

### INVESTIGATIONS DIVISION:

The Investigations Division consists of one Commander, one Sergeant, four Detectives, a Crime Prevention Officer, Police Service Specialist and a Narcotics Detective. The detective unit is responsible for investigating serious violent crimes, special victim and child crimes, white collar crimes and following up on complex or sensitive cases. The division partners with other local agencies for serious county wide criminal investigations involving property crimes, narcotics crimes, missing children cases and officer involved serious incidents. The Division is responsible for internal affairs investigations, hiring and background investigation.

### PROGRAM DESCRIPTIONS:

The Police Department operates a variety of programs to help support our mission to make Lacey a safe and desirable 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.

The department partners with other Law Enforcement Agencies in the Thurston County Narcotics Task Force, TCSO SWAT and TCSO Dive Teams.

The Multi-Housing 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. 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 Identification 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 2014 budget for Police is **\$8,798,005**, 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.

**2014 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, Roundtable Meetings, Multi-housing Program, and School Resource Officer's Program.
- 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.
- Continue participation in the Multi-Housing Program.
- Reduce incidents of property crime.
- Identify and reduce gang activity using a "no tolerance" approach.

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
<b>Police</b>				
<b>General Services</b>				
001-2101-521.10-01	Salaries-Regular	310,001	350,076	427,721
001-2101-521.10-05	Salaries-Overtime	295	500	500
001-2101-521.20-01	Employer Paid Benefits	82,903	89,614	105,960
001-2101-521.20-02	LEOFF Disability-Retired	221,821	210,960	210,960
001-2101-521.31-01	Office & Operating Supply	1,705	2,250	2,250
001-2101-521.31-15	Evidence Monies	260	1,000	1,000
001-2101-521.41-01	Prof. Svc-Other	4,025	4,900	4,900
001-2101-521.42-01	Communications-Telephone	5,464	8,000	8,000
001-2101-521.43-02	Dues, Subscriptions, Publ	1,070	1,100	1,100
001-2101-521.45-01	Equipment Rental	14,712	14,255	12,767
001-2101-521.45-02	IMS Rental	7,987	8,196	7,676
001-2101-521.48-01	Rep & Maint-Equipment	-	20	20
001-2101-521.49-27	Bad Debt Expense	50	-	-
<b>Total General Services</b>		<b>650,293</b>	<b>690,871</b>	<b>782,854</b>
<b>Records and Support Services</b>				
001-2102-521.10-01	Salaries-Regular	293,814	299,437	312,241
001-2102-521.10-05	Salaries-Overtime	814	5,100	5,100
001-2102-521.10-06	Salaries-Part-Time	-	1,000	1,000
001-2102-521.20-01	Employer Paid Benefits	122,826	130,422	129,024
001-2102-521.31-01	Office & Operating Supply	8,989	8,100	8,100
001-2102-521.31-02	Small Tools & Equipment	539	1,100	1,100
001-2102-521.31-17	Supplies-Uniform Purchase	579	600	600
001-2102-521.42-01	Communications-Telephone	2,566	2,540	2,540
001-2102-521.43-02	Dues, Subscriptions, Publ	454	475	475
001-2102-521.45-02	IMS Rental	8,222	8,457	7,922
001-2102-521.48-01	Rep & Maint-Equipment	112	100	100
001-2102-521.49-02	Printing & Binding	3,027	4,000	4,000
001-2102-521.49-24	Drug Education-10%	3,175	-	-
001-2102-521.50-04	Contract-RMS System	107,996	109,183	115,146
<b>Total Records and Support Services</b>		<b>553,113</b>	<b>570,514</b>	<b>587,348</b>
<b>Property Control</b>				
001-2103-521.10-01	Salaries-Regular	70,791	96,667	100,677
001-2103-521.10-05	Salaries-Overtime	1,011	1,800	1,800
001-2103-521.20-01	Employer Paid Benefits	20,948	34,227	34,356

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
<b>Police</b>				
<b>Property Control-Continued</b>				
001-2103-521.31-01	Office & Operating Supply	2,909	2,975	2,975
001-2103-521.31-02	Small Tools & Equipment	290	375	375
001-2103-521.31-17	Supplies-Uniform Purchase	213	250	250
001-2103-521.45-02	IMS Rental	2,210	2,268	2,124
001-2103-521.49-02	Printing & Binding	-	125	125
<b>Total Property Control</b>		<b>98,372</b>	<b>138,687</b>	<b>142,682</b>
<b>Training</b>				
001-2104-521.43-01	Transportation/Per Diem	9,134	15,000	15,000
001-2104-521.43-02	Dues, Subscriptions, Publ	295	450	450
001-2104-521.43-03	Registrations	20,288	30,000	30,000
001-2104-521.43-05	Memorial Fund-McMillen Sr	-	50	50
001-2104-521.49-05	Professional Development	13,413	26,733	30,233
<b>Total Training</b>		<b>43,130</b>	<b>72,233</b>	<b>75,733</b>
<b>Crime Prevention</b>				
001-2105-521.10-01	Salaries-Regular	101,551	104,376	109,996
001-2105-521.10-05	Salaries-Overtime	6,902	6,000	6,000
001-2105-521.20-01	Employer Paid Benefits	26,917	31,262	30,407
001-2105-521.31-01	Office & Operating Supply	751	1,965	1,965
001-2105-521.31-10	Supplies-Multi-Housing	277	400	400
001-2105-521.31-17	Supplies-Uniform Purchase	-	400	400
001-2105-521.41-01	Prof. Svc-Other	-	100	100
001-2105-521.42-01	Communications-Telephone	1,032	1,800	1,800
001-2105-521.43-02	Dues, Subscriptions, Publ	50	100	100
001-2105-521.45-01	Equipment Rental	3,108	3,012	2,698
001-2105-521.48-01	Rep & Maint-Equipment	-	10	10
001-2105-521.49-02	Printing & Binding	916	3,500	3,500
001-2105-521.49-10	Uniform Contract/Cleaning	271	400	400
001-2105-521.49-11	Public Education	414	750	750
<b>Total Crime Prevention</b>		<b>142,189</b>	<b>154,075</b>	<b>158,526</b>
<b>Investigation and Apprehension</b>				
001-2106-521.10-01	Salaries-Regular	615,080	665,804	591,147
001-2106-521.10-05	Salaries-Overtime	46,937	46,000	46,000
001-2106-521.20-01	Employer Paid Benefits	158,989	189,518	170,136

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
<b>Police</b>				
<b>Investigation and Apprehension-Continued</b>				
001-2106-521.31-01	Office & Operating Supply	7,232	18,156	18,156
001-2106-521.31-02	Small Tools & Equipment	22	1,400	1,400
001-2106-521.31-17	Supplies-Uniform Purchase	935	1,500	1,500
001-2106-521.41-01	Prof. Svc-Other	-	500	500
001-2106-521.42-01	Communications-Telephone	8,623	5,040	5,040
001-2106-521.43-02	Dues, Subscriptions, Publ	112	300	300
001-2106-521.45-01	Equipment Rental	35,027	33,941	30,400
001-2106-521.45-02	IMS Rental	3,443	3,533	3,309
001-2106-521.48-01	Rep & Maint-Equipment	163	500	500
001-2106-521.49-02	Printing & Binding	-	100	100
001-2106-521.49-10	Uniform Contract/Cleaning	2,927	4,000	4,000
<b>Total Investigation and Apprehension</b>		<b>879,490</b>	<b>970,292</b>	<b>872,488</b>
<b>Protective Enforcement Patrol</b>				
001-2107-521.10-01	Salaries-Regular	3,325,257	3,335,582	3,541,608
001-2107-521.10-05	Salaries-Overtime	382,919	327,000	327,000
001-2107-521.10-06	Salaries-Part-Time	7,953	9,677	9,776
001-2107-521.20-01	Employer Paid Benefits	989,455	1,126,453	1,061,443
001-2107-521.31-01	Office & Operating Supply	15,882	16,560	16,560
001-2107-521.31-02	Small Tools & Equipment	1,907	2,442	2,442
001-2107-521.31-05	Firearms/Ammunition	16,337	18,000	18,000
001-2107-521.31-06	Supplies-Water Patrol	394	394	394
001-2107-521.31-07	Supplies-Tactical Team	219	1,249	1,249
001-2107-521.31-08	Supplies-K-9 Unit	3,210	1,875	1,875
001-2107-521.31-17	Supplies-Uniform Purchase	32,178	35,000	35,000
001-2107-521.31-33	Supplies-Tactical Vests	12,780	12,790	12,790
001-2107-521.31-35	Supplies-Replaced Equip	28,248	30,000	30,000
001-2107-521.41-01	Prof. Svc-Other	293	3,000	3,000
001-2107-521.42-01	Communications-Telephone	29,869	40,227	40,227
001-2107-521.43-02	Dues, Subscriptions, Publ	171	300	3,775
001-2107-521.45-01	Equipment Rental	434,501	420,989	377,066
001-2107-521.45-02	IMS Rental	181,255	185,990	174,207
001-2107-521.45-03	Copier Rental	11,160	18,900	18,900
001-2107-521.48-01	Rep & Maint-Equipment	10,452	8,000	8,000
001-2107-521.49-02	Printing & Binding	1,910	1,754	1,754
001-2107-521.49-10	Uniform Contract/Cleaning	5,446	13,310	13,310

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
<b>Police</b>				
<b>Protective Enforcement Patrol-Continued</b>				
001-2107-521.49-30	Software Maintenance	1,918	2,525	2,525
001-2107-521.50-01	Olympia Range	9,941	10,000	10,000
001-2107-591.75-01	Capital Leases	18,530	-	-
<b>Total Protective Enforcement Patrol</b>		<b>5,522,185</b>	<b>5,622,017</b>	<b>5,710,901</b>
<b>Traffic</b>				
001-2108-521.10-01	Salaries-Regular	169,524	174,121	177,681
001-2108-521.10-05	Salaries-Overtime	25,177	23,500	23,500
001-2108-521.20-01	Employer Paid Benefits	44,969	54,366	63,076
001-2108-521.31-01	Office & Operating Supply	133	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	587	1,200	1,200
001-2108-521.43-02	Dues, Subscriptions, Publ	-	50	50
001-2108-521.45-01	Equipment Rental	37,054	35,905	32,159
001-2108-521.45-08	Lease Miscellaneous	113,497	113,685	113,685
001-2108-521.48-01	Rep & Maint-Equipment	92	200	200
001-2108-521.49-10	Uniform Contract/Cleaning	298	400	400
<b>Total Traffic</b>		<b>391,331</b>	<b>405,877</b>	<b>414,401</b>
<b>Volunteers</b>				
001-2109-521.10-01	Salaries-Regular	30,724	21,856	32,682
001-2109-521.10-05	Salaries-Overtime	-	3,500	3,500
001-2109-521.20-01	Employer Paid Benefits	8,498	6,504	8,270
001-2109-521.31-01	Office & Operating Supply	628	750	750
001-2109-521.31-02	Small Tools & Equipment	-	125	125
001-2109-521.31-18	Uniforms	2,913	2,525	2,525
001-2109-521.43-01	Transportation/Per Diem	393	400	400
001-2109-521.43-02	Dues, Subscriptions, Publ	490	500	500
001-2109-521.43-03	Registrations	179	1,070	1,070
001-2109-521.49-10	Uniform Contract/Cleaning	406	750	750
001-2109-521.49-57	Senior Patrol	1,217	2,500	2,500
<b>Total Volunteers</b>		<b>45,448</b>	<b>40,480</b>	<b>53,072</b>
<b>Total Police</b>		<b>8,325,551</b>	<b>8,665,046</b>	<b>8,798,005</b>

## **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 the Engineering Division, Water Resources, Utility Operations and Maintenance, Parks Maintenance, Facility Maintenance, Streets Maintenance and Equipment Rental.

Administrative services are provided by one Management Analyst and one Department Assistant III. One unfunded Department Assistant III position was removed from the approved FTE's in 2013. 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 2014 budget for Public Works Administration is **\$80,236**. Some operating costs are recovered through the assessment of plan fees and charges to utilities or projects.

### **2014 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	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
<b>Public Works Support Services</b>				
<b>General Services</b>				
001-3101-532.10-01	Salaries-Regular	32,270	33,234	34,106
001-3101-532.10-05	Salaries-Overtime	-	200	200
001-3101-532.20-01	Employer Paid Benefits	9,272	10,839	10,896
001-3101-532.31-01	Office & Operating Supply	3,958	7,850	7,850
001-3101-532.31-02	Small Tools & Equipment	96	461	461
001-3101-532.31-27	Software Upgrade	420	1,500	1,500
001-3101-532.41-01	Prof. Svc-Other	540	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	5,635	5,700	5,700
001-3101-532.43-03	Registrations	525	500	500
001-3101-532.45-01	Equipment Rental	5,536	4,245	4,270
001-3101-532.45-02	IMS Rental	8,222	7,741	8,253
001-3101-532.48-02	Rep & Maint-Equip Non-Pwr	-	300	300
001-3101-532.49-02	Printing & Binding	141	2,000	2,000
<b>Total Public Works Support Services</b>		<b>66,615</b>	<b>78,770</b>	<b>80,236</b>

## **PUBLIC WORKS-ENGINEERING**

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

The Engineering Division is made up of 22 FTE's in 2014. One position which had been unfunded since 2009 was removed from the approved FTE's and two previously unfunded Civil Engineer positions were moved to Water Resources and funded in 2013 and 2014.

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 2014 budget for Public Works Engineering is **\$2,700,734**. Some operating costs are recovered through the assessment of plan fees and charges to utilities or projects.

### **2014 PROJECTS, GOALS AND PRIORITIES**

- Plan and execute the 2014 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	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
<b>Public Works Engineering Division</b>				
<b>General Services</b>				
001-3201-532.10-01	Salaries-Regular	499,790	350,614	378,986
001-3201-532.10-05	Salaries-Overtime	667	3,000	3,000
001-3201-532.10-06	Salaries-Part-Time	2,361	-	-
001-3201-532.20-01	Employer Paid Benefits	174,621	146,710	143,138
001-3201-532.20-03	Unemployment Compensation	2,420	-	-
001-3201-532.31-01	Office & Operating Supply	3,381	12,000	12,000
001-3201-532.31-02	Small Tools & Equipment	2,538	2,500	2,500
001-3201-532.31-17	Supplies-Uniform Purchase	3,099	3,000	3,000
001-3201-532.31-27	Software Upgrade	2,174	2,174	2,174
001-3201-532.41-01	Prof. Svc-Other	54	1,600	1,600
001-3201-532.42-01	Communications-Telephone	6,197	9,750	9,750
001-3201-532.43-01	Transportation/Per Diem	6,692	3,000	3,000
001-3201-532.43-02	Dues, Subscriptions, Publ	1,864	1,775	1,775
001-3201-532.43-03	Registrations	5,858	5,670	5,670
001-3201-532.45-01	Equipment Rental	66,231	91,919	59,726
001-3201-532.45-02	IMS Rental	59,584	57,318	54,378
001-3201-532.45-08	Lease Miscellaneous	637	7,720	7,720
001-3201-532.48-02	Rep & Maint-Equip Non-Pwr	1,395	1,020	1,020
001-3201-532.49-02	Printing & Binding	-	2,400	2,400
001-3201-532.49-03	Recording Fees	2,986	2,800	2,800
001-3201-532.49-06	Maintenance Contracts	2,394	5,698	5,698
001-3201-532.49-10	Uniform Contract/Cleaning	-	200	200
001-3201-532.49-30	Software Maintenance	22,254	23,000	23,000
001-3201-591.75-01	Capital Leases	4,898	-	-
001-3201-591.83-10	Capital Lease interest	373	-	-
<b>Total General Services</b>		<b>872,468</b>	<b>733,868</b>	<b>723,535</b>
<b>Transportation Engineering</b>				
001-3202-532.10-01	Salaries-Regular	301,333	347,717	319,383
001-3202-532.10-05	Salaries-Overtime	483	3,000	3,000
001-3202-532.10-06	Salaries-Part-Time	7,486	9,953	9,953
001-3202-532.20-01	Employer Paid Benefits	104,516	133,004	115,372
001-3202-532.31-01	Office & Operating Supply	567	700	700
001-3202-532.31-02	Small Tools & Equipment	-	300	300
001-3202-532.31-03	Traffic Counting Supplies	1,010	1,010	1,010
001-3202-532.31-17	Supplies-Uniform Purchase	-	75	75

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
<b>Public Works Engineering Division</b>				
<b>Transportation Engineering-Continued</b>				
001-3202-532.41-02	Prof. Svc-Engineering	-	2,000	2,000
001-3202-532.43-01	Transportation/Per Diem	59	250	250
001-3202-532.43-02	Dues, Subscriptions, Publ	1,481	1,250	1,250
001-3202-532.43-03	Registrations	875	500	500
001-3202-532.45-01	Equipment Rental	3,366	4,672	3,035
001-3202-532.49-02	Printing & Binding	-	180	180
<b>Total Transportation Engineering</b>		<b>421,176</b>	<b>504,611</b>	<b>457,008</b>
<b>Water Utility Engineering</b>				
001-3203-532.10-01	Salaries-Regular	173,214	204,223	203,537
001-3203-532.10-05	Salaries-Overtime	2,976	8,000	8,000
001-3203-532.10-06	Salaries-Part-Time	-	3,980	3,980
001-3203-532.20-01	Employer Paid Benefits	64,433	86,772	79,933
<b>Total Water Utility Engineering</b>		<b>240,623</b>	<b>302,975</b>	<b>295,450</b>
<b>Wastewater Utility Engineering</b>				
001-3204-532.10-01	Salaries-Regular	160,894	161,561	162,771
001-3204-532.10-05	Salaries-Overtime	670	10,000	10,000
001-3204-532.10-06	Salaries-Part-Time	-	4,084	4,084
001-3204-532.20-01	Employer Paid Benefits	60,609	69,221	64,363
<b>Total Wastewater Utility Engineering</b>		<b>222,173</b>	<b>244,866</b>	<b>241,218</b>
<b>Stormwater Utility Engineering</b>				
001-3205-532.10-01	Salaries-Regular	95,571	101,313	102,824
001-3205-532.10-05	Salaries-Overtime	476	2,000	2,000
001-3205-532.20-01	Employer Paid Benefits	34,320	42,719	40,105
<b>Total Stormwater Utility Engineering</b>		<b>130,367</b>	<b>146,032</b>	<b>144,929</b>
<b>Project Engineering</b>				
001-3206-532.10-01	Salaries-Regular	486,074	617,402	588,903
001-3206-532.10-05	Salaries-Overtime	13,666	10,000	10,000
001-3206-532.10-06	Salaries-Part-Time	7,063	550	550
001-3206-532.20-01	Employer Paid Benefits	205,271	269,367	239,141
<b>Total Project Engineering</b>		<b>712,074</b>	<b>897,319</b>	<b>838,594</b>
<b>Total Public Works Engineering Division</b>		<b>2,598,881</b>	<b>2,829,671</b>	<b>2,700,734</b>



This Page Intentionally Left Blank

### **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 2014 budget for Parks, Grounds, and Facilities Maintenance is **\$2,476,110**. 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.

#### **2014 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	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
<b>Public Works Parks Maintenance Division</b>				
<b>General Services</b>				
001-3301-576.10-01	Salaries-Regular	279,526	208,898	212,633
001-3301-576.10-05	Salaries-Overtime	7,467	3,000	3,000
001-3301-576.10-06	Salaries-Part-Time	1,569	15,767	15,848
001-3301-576.20-01	Employer Paid Benefits	112,015	90,684	88,323
001-3301-576.20-03	Unemployment Compensation	12,472	25,500	25,500
001-3301-576.31-01	Office & Operating Supply	5,814	10,672	10,645
001-3301-576.31-17	Supplies-Uniform Purchase	5,602	6,385	6,385
001-3301-576.41-01	Prof. Svc-Other	-	-	740
001-3301-576.42-01	Communications-Telephone	1,133	5,925	6,475
001-3301-576.43-01	Transportation/Per Diem	726	2,820	2,820
001-3301-576.43-02	Dues, Subscriptions, Publ	686	835	915
001-3301-576.43-03	Registrations	3,850	4,292	4,292
001-3301-576.45-01	Equipment Rental	15,480	19,293	23,892
001-3301-576.45-02	IMS Rental	8,469	10,314	30,935
001-3301-576.45-03	Copier Rentals	-	-	1,425
001-3301-576.46-02	Insurance-Fire/Property	-	-	967
001-3301-576.47-01	Utility-Electric	-	-	7,146
001-3301-576.47-02	Utility-City of Lacey	-	-	2,824
001-3301-576.47-03	Utility-Natural Gas	-	-	7,869
001-3301-576.47-07	Utility-Solid Waste	-	-	4,900
001-3301-576.48-01	Rep & Maint-Equipment	-	-	1,580
001-3301-576.49-06	Maintenance Contracts	-	-	2,909
001-3301-576.49-10	Uniform Contract/Cleaning	-	2,342	2,342
001-3301-576.49-23	Custodial	-	-	8,753
001-3301-576.49-25	Assessments/Taxes	-	-	181
001-3301-576.49-35	CDL-Physicals/Licenses	914	958	958
001-3301-576.50-02	Common Facilities-1902	22,290	30,397	-
<b>Total General Services</b>		<b>478,013</b>	<b>438,082</b>	<b>474,257</b>
<b>Utilities/Right of Way</b>				
001-3302-576.10-01	Salaries-Regular	142,807	196,258	231,002
001-3302-576.10-05	Salaries-Overtime	185	600	3,100
001-3302-576.10-06	Salaries-Part-Time	62,379	73,581	73,957
001-3302-576.20-01	Employer Paid Benefits	84,597	121,631	125,778
001-3302-576.31-01	Office & Operating Supply	29,560	36,250	38,750

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
<b>Public Works Parks Maintenance Division</b>				
<b>Utilities/Right of Way-Continued</b>				
001-3302-576.31-02	Small Tools & Equipment	2,309	1,675	1,675
001-3302-576.41-01	Prof. Svc-Other	19,634	13,468	13,468
001-3302-576.42-01	Communications-Telephone	1,210	1,490	1,490
001-3302-576.45-01	Equipment Rental	40,332	50,266	46,142
001-3302-576.47-01	Utility-Electric	981	1,300	1,300
001-3302-576.47-02	Utility-City of Lacey	61,034	49,000	49,000
001-3302-576.48-01	Rep & Maint-Equipment	1,945	2,617	2,617
001-3302-576.48-15	Repairs & Maint - Grounds	1,419	1,350	1,350
<b>Total Utilities/Right of Way</b>		<b>448,392</b>	<b>549,486</b>	<b>589,629</b>
<b>Building/Structures/Grounds</b>				
001-3303-576.10-01	Salaries-Regular	338,887	374,826	389,273
001-3303-576.10-05	Salaries-Overtime	1,099	1,500	1,500
001-3303-576.10-06	Salaries-Part-Time	95,797	99,859	100,370
001-3303-576.20-01	Employer Paid Benefits	179,579	206,004	200,019
001-3303-576.31-01	Office & Operating Supply	57,559	55,470	55,470
001-3303-576.31-02	Small Tools & Equipment	4,376	5,323	5,323
001-3303-576.31-29	Supplies-Ground Maint	-	-	12,000
001-3303-576.34-01	Fuel	5,895	4,238	4,238
001-3303-576.41-01	Prof. Svc-Other	15,942	16,882	16,882
001-3303-576.42-01	Communications-Telephone	289	950	950
001-3303-576.45-01	Equipment Rental	135,170	168,461	154,642
001-3303-576.45-05	Rentals-Other	7,014	6,300	6,300
001-3303-576.46-02	Insurance-Fire/Property	4,714	4,811	4,811
001-3303-576.47-01	Utility-Electric	15,700	14,000	14,000
001-3303-576.47-02	Utility-City of Lacey	88,440	76,000	76,000
001-3303-576.48-01	Rep & Maint-Equipment	5,155	4,000	4,000
001-3303-576.48-03	Rep & Maint-Facilities	2,694	512	512
<b>Total Building/Structures/Grounds</b>		<b>958,310</b>	<b>1,039,136</b>	<b>1,046,290</b>
<b>Rainier Vista Park</b>				
001-3304-576.10-01	Salaries-Regular	77,356	99,362	76,596
001-3304-576.10-05	Salaries-Overtime	35	1,000	1,000
001-3304-576.10-06	Salaries-Part-Time	60,450	57,813	58,109
001-3304-576.20-01	Employer Paid Benefits	39,030	54,738	40,185

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
<b>Public Works Parks Maintenance Division</b>				
<b>Rainier Vista Park-Continued</b>				
001-3304-576.31-01	Office & Operating Supply	45,132	45,310	45,310
001-3304-576.31-02	Small Tools & Equipment	1,165	1,350	1,350
001-3304-576.34-02	Diesel	-	-	14,000
001-3304-576.41-01	Prof. Svc-Other	-	596	596
001-3304-576.42-01	Communications-Telephone	1,999	1,514	1,514
001-3304-576.45-01	Equipment Rental	96,562	95,060	70,060
001-3304-576.45-02	IMS Rental	1,562	3,170	3,564
001-3304-576.46-02	Insurance-Fire/Property	1,773	1,810	1,810
001-3304-576.47-01	Utility-Electric	8,124	6,500	6,500
001-3304-576.47-02	Utility-City of Lacey	37,029	38,000	38,000
001-3304-576.47-07	Utility-Solid Waste	6,360	5,700	5,700
001-3304-576.48-01	Rep & Maint-Equipment	381	950	950
001-3304-576.48-03	Rep & Maint-Facilities	470	450	450
001-3304-576.49-23	Custodial	-	240	240
<b>Total Rainier Vista Park</b>		<b>377,428</b>	<b>413,563</b>	<b>365,934</b>
<b>Total Public Works Parks Maintenance Division</b>		<b>2,262,143</b>	<b>2,440,267</b>	<b>2,476,110</b>

**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 2014 budget is **\$445,628**. The department is staffed by one Senior Maintenance Technician and one Seasonal Assistant.

**2014 PROJECTS, GOALS AND PRIORITIES**

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

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
<b>Public Works Facilities Maintenance Division</b>				
<b>Facilities Maintenance</b>				
001-3601-514.31-23	Supplies-Building Maint.	3,011	1,650	1,650
001-3601-514.31-24	Small Tools & Equip-Grnds	-	400	400
001-3601-514.31-29	Supplies-Grounds Maint.	5,239	3,930	3,930
001-3601-514.41-31	Prof. Svc-Building Maint.	18,947	6,870	6,870
001-3601-514.41-39	Prof. Svc-Tree Evaluation	-	585	585
001-3601-514.48-03	Rep & Maint-Facilities	31,228	37,450	37,450
001-3601-514.48-10	Rep & Maint-Equip-Grnds	208	200	200
001-3601-514.49-06	Maintenance Contracts	22,708	40,260	40,260
001-3601-514.49-23	Custodial	99,805	136,920	136,920
001-3601-519.10-01	Salaries-Regular	69,302	60,651	62,031
001-3601-519.10-05	Salaries-Overtime	3,175	1,000	1,000
001-3601-519.10-06	Salaries-Part-Time	13,597	15,767	15,848
001-3601-519.20-01	Employer Paid Benefits	35,253	34,350	34,886
001-3601-519.20-03	Unemployment Compensation	-	600	600
001-3601-519.31-17	Supplies-Uniform Purchase	157	500	500
001-3601-519.42-01	Communications-Telephone	429	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	11,645	7,527	13,998
001-3601-519.45-02	IMS Rental	1,462	1,533	1,939
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.	2,170	5,385	5,385
001-3601-572.31-24	Small Tools & Equip-Grnds	39	503	503
001-3601-572.31-29	Supplies-Grounds Maint.	4,131	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.	951	2,964	2,964
001-3601-572.48-03	Rep & Maint-Facilities	23,327	16,521	16,521
001-3601-572.48-10	Rep & Maint-Equip-Grnds	289	130	130
001-3601-572.49-06	Maintenance Contracts	13,392	22,220	22,220
001-3601-572.49-23	Custodial - Library	15,601	30,348	30,348
<b>Total Public Works Facilities Maintenance</b>		<b>376,121</b>	<b>436,754</b>	<b>445,628</b>

## **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 full-time employee positions. In 2013 two positions which had been unfunded since 2009 were removed from the approved FTE's along with one part-time Department Assistant position.

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 been consistent from 2012 through 2013 and is expected to increase 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 2014 budget for Community Development is **\$2,032,350**. 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.

**2014 PROGRAMS, GOALS & PRIORITIES:**

- Maintain timely plan review and inspection level of service.
- Maintain and Improve 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.
- Start implementation of the Woodland District Strategy Plan.
- Initiate 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.
- Update the City of Lacey Sign Ordinance.
- Regularly monitor development activity and approved projects to provide key information and reporting to Public Works on water system demands.
- Coordinate, conduct and provide fire services, inspection and education.
- Maintain the Resource Conservation Program.
- Implement a public engagement strategy as a foundation to completing the the review and 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	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
<b>Planning and Community Development</b>				
<b>General Services</b>				
001-3701-558.10-01	Salaries-Regular	430,503	462,396	466,263
001-3701-558.10-05	Salaries-Overtime	6,476	5,000	5,000
001-3701-558.20-01	Employer Paid Benefits	164,180	187,941	187,349
001-3701-558.31-01	Office & Operating Supply	4,728	6,500	6,500
001-3701-558.31-27	Software Upgrade	2,174	2,174	2,174
001-3701-558.41-01	Prof. Svc-Other	9,999	-	-
001-3701-558.41-12	Special Needs Interpreter	-	500	500
001-3701-558.41-24	Tree Protection Specialist	21,401	32,000	32,000
001-3701-558.43-01	Transportation/Per Diem	4,035	3,500	3,500
001-3701-558.43-02	Dues, Subscriptions, Publ	3,727	3,000	3,000
001-3701-558.43-03	Registrations	2,805	3,300	3,300
001-3701-558.44-05	Adv/Public Hearings	13,609	14,000	14,000
001-3701-558.45-02	IMS Rental	69,420	80,487	74,782
001-3701-558.49-02	Printing & Binding	1,848	4,000	4,000
001-3701-558.49-20	Special Projects	-	10,000	10,000
001-3701-558.49-30	Software Maintenance	1,611	-	-
<b>Total General Services</b>		<b>736,516</b>	<b>814,798</b>	<b>812,368</b>
<b>Building Codes</b>				
001-3702-524.10-01	Salaries-Regular	591,009	632,436	608,821
001-3702-524.10-05	Salaries-Overtime	2,602	13,000	13,000
001-3702-524.10-06	Salaries-Part-Time	-	6,200	6,200
001-3702-524.20-01	Employer Paid Benefits	241,146	275,202	259,319
001-3702-524.31-01	Office & Operating Supply	5,892	22,750	22,750
001-3702-524.41-01	Prof Svc-Other	22,586	55,000	155,000
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	2,586	2,400	2,400
001-3702-524.43-01	Transportation/Per Diem	31	3,100	3,100
001-3702-524.43-02	Dues, Subscriptions, Publ	685	11,715	11,715
001-3702-524.43-03	Registrations	910	3,000	3,000
001-3702-524.45-01	Equipment Rental	26,849	24,865	27,572
001-3702-524.49-02	Printing & Binding	95	800	800
<b>Total Building Codes</b>		<b>894,391</b>	<b>1,063,468</b>	<b>1,126,677</b>

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
<b>Planning and Community Development</b>				
<b>Hearings Examiner</b>				
001-3703-558.10-01	Salaries-Regular	34,965	37,558	38,359
001-3703-558.10-05	Salaries-Overtime	302	500	500
001-3703-558.20-01	Employer Paid Benefits	12,690	14,592	14,446
001-3703-558.31-01	Office & Operating Supply	-	2,500	2,500
001-3703-558.41-10	Prof/Hearings Examiner	45,263	36,000	36,000
001-3703-558.44-05	Adv/Public Hearings	-	1,500	1,500
<b>Total Hearings Examiner</b>		<b>93,220</b>	<b>92,650</b>	<b>93,305</b>
<b>Total Planning and Community Development</b>		<b>1,724,127</b>	<b>1,970,916</b>	<b>2,032,350</b>

## **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 Division services are provided by 11 FTE's which includes the movement of two previously unfunded civil engineer positions from the Engineering Division. One position was moved in 2013 and one will be hired in 2014.

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 2014. 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 **\$1,259,864**.

### **2014 PROGRAMS, GOALS & 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	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
<b>Public Works Water Resource Division</b>				
<b>General Services</b>				
001-3801-532.10-01	Salaries-Regular	120,029	159,536	179,766
001-3801-532.10-05	Salaries-Overtime	358	-	-
001-3801-532.10-06	Salaries-Part-Time	4,216	-	-
001-3801-532.20-01	Employer Paid Benefits	43,080	65,350	71,684
001-3801-532.20-03	Unemployment Compensation	3,408	-	-
001-3801-532.31-01	Office & Operating Supply	1,575	8,000	8,000
001-3801-532.31-02	Small Tools & Equipment	4,265	5,000	5,000
001-3801-532.31-17	Supplies-Uniform Purchase	217	500	500
001-3801-532.31-27	Software Upgrade	7,547	-	-
001-3801-532.41-01	Prof. Svc-Other	-	1,500	1,500
001-3801-532.42-01	Communications-Telephone	297	300	300
001-3801-532.42-02	Communications-Postage	1,010	3,000	3,000
001-3801-532.43-01	Transportation/Per Diem	683	4,000	4,000
001-3801-532.43-02	Dues, Subscriptions, Publ	971	2,800	2,800
001-3801-532.43-03	Registrations	2,741	5,000	5,000
001-3801-532.45-01	Equipment Rental	13,571	13,873	14,977
001-3801-532.45-02	IMS Rental	15,752	24,570	27,873
001-3801-532.48-01	Rep & Maint-Equipment	-	350	350
001-3801-532.49-02	Printing & Binding	2,638	4,000	4,000
001-3801-532.49-03	Recording Fees	-	300	300
001-3801-532.49-30	Software Maintenance	1,067	7,100	9,500
<b>Total General Services</b>		<b>223,425</b>	<b>305,179</b>	<b>338,550</b>
<b>Water Utility</b>				
001-3803-532.10-01	Salaries-Regular	195,240	179,347	199,428
001-3803-532.10-05	Salaries-Overtime	1,745	5,200	5,200
001-3803-532.10-06	Salaries-Part-Time	3,870	13,026	13,026
001-3803-532.20-01	Employer Paid Benefits	73,015	73,618	79,211
<b>Total Water Utility</b>		<b>273,870</b>	<b>271,191</b>	<b>296,865</b>
<b>Wastewater Utility</b>				
001-3804-532.10-01	Salaries-Regular	32,360	45,132	51,453
001-3804-532.10-05	Salaries-Overtime	-	500	500
001-3804-532.10-06	Salaries-Part-Time	1,167	3,200	3,200
001-3804-532.20-01	Employer Paid Benefits	13,385	19,207	22,551
<b>Total Wastewater Utility</b>		<b>46,912</b>	<b>68,039</b>	<b>77,704</b>

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
<b>Public Works Water Resource Division</b>				
<b>Stormwater Utility</b>				
001-3805-532.10-01	Salaries-Regular	136,412	131,629	135,562
001-3805-532.10-05	Salaries-Overtime	2,233	3,000	3,000
001-3805-532.10-06	Salaries-Part-Time	3,053	20,691	20,691
001-3805-532.20-01	Employer Paid Benefits	56,312	61,999	61,322
<b>Total Stormwater Utility</b>		<b>198,010</b>	<b>217,319</b>	<b>220,575</b>
<b>Water Resources Projects</b>				
001-3806-532.10-01	Salaries-Regular	102,262	122,499	225,771
001-3806-532.10-05	Salaries-Overtime	316	500	500
001-3806-532.10-06	Salaries-Part-Time	-	500	500
001-3806-532.20-01	Employer Paid Benefits	39,349	49,771	99,399
<b>Total Water Resources Projects</b>		<b>141,927</b>	<b>173,270</b>	<b>326,170</b>
<b>Total Public Works Water Resource Division</b>		<b>884,144</b>	<b>1,034,998</b>	<b>1,259,864</b>



This Page Intentionally Left Blank

## **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 (plus one vacant position), 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 2014 budget for Parks and Recreation is **\$2,241,276**. The direct cost of most recreation programs and classes is recovered through user fees with the exception of the Long Lake Park lifeguards, some special events, and the Summer Playground Pals Program.

Many of the City's programs and indoor activities are possible and cost effective due to the use of school facilities under the long standing Joint Use Agreement between Lacey and North Thurston Public Schools.

The 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 a county-wide program.

### **2014 PROGRAMS, GOALS AND PRIORITIES**

- General Services: 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. Increase fees for day camps and trips to cover increased expenses.
- 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. Will apply for additional grant funds and solicit new sponsors.

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
<b>Parks and Recreation</b>				
<b>General Services</b>				
001-7401-574.10-01	Salaries-Regular	126,976	134,196	137,652
001-7401-574.10-06	Salaries-Part-Time	-	500	100
001-7401-574.20-01	Employer Paid Benefits	43,980	49,904	49,751
001-7401-574.31-01	Office & Operating Supply	1,008	3,000	2,000
001-7401-574.31-02	Small Tools & Equipment	289	1,000	1,000
001-7401-574.35-35	Replaced Equipment	-	12,500	10,000
001-7401-574.41-01	Prof. Svc-Other	30,406	12,850	12,000
001-7401-574.41-40	Prof. Svc-Milfoil Project	1,073	1,500	1,500
001-7401-574.43-01	Transportation/Per Diem	32	78	78
001-7401-574.43-02	Dues, Subscriptions, Publ	1,093	1,177	1,177
001-7401-574.43-03	Registrations	1,519	650	650
001-7401-574.45-01	Equipment Rental	2,700	3,792	3,467
001-7401-574.45-02	IMS Rental	10,018	9,821	8,938
001-7401-574.45-05	Rentals-Other	-	100	-
001-7401-574.48-01	Rep & Maint-Equipment	190	200	200
001-7401-574.49-02	Printing & Binding	-	50	50
001-7401-574.49-06	Maintenance Contracts	-	50	50
001-7401-574.49-25	Assessments/Taxes	15,907	13,400	13,400
001-7401-574.49-30	Software Maintenance	-	1,675	1,675
001-7401-574.60-17	Replacement Reserves	11,806	17,300	10,000
<b>Total General Services</b>		<b>246,997</b>	<b>263,743</b>	<b>253,688</b>
<b>Youth/Teens</b>				
001-7402-574.10-01	Salaries-Regular	119,912	109,867	117,387
001-7402-574.10-05	Salaries-Overtime	2,485	2,000	2,000
001-7402-574.10-06	Salaries-Part-Time	127,453	127,330	128,283
001-7402-574.20-01	Employer Paid Benefits	66,349	69,976	61,493
001-7402-574.31-01	Office & Operating Supply	12,105	16,300	17,050
001-7402-574.31-02	Small Tools & Equipment	5,748	4,950	4,950
001-7402-574.41-01	Prof. Svc-Other	136,273	123,811	130,481
001-7402-574.45-06	Rentals-School Facilities	4,122	5,155	5,155
001-7402-574.49-02	Printing & Binding	6	880	880
<b>Total Youth/Teens</b>		<b>474,453</b>	<b>460,269</b>	<b>467,679</b>

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
<b>Parks and Recreation</b>				
<b>Recreation Administration</b>				
001-7403-574.10-01	Salaries-Regular	159,186	176,531	183,719
001-7403-574.10-05	Salaries-Overtime	923	2,300	2,300
001-7403-574.10-06	Salaries-Part-Time	13,625	14,340	14,847
001-7403-574.20-01	Employer Paid Benefits	73,638	85,557	89,378
001-7403-574.31-01	Office & Operating Supply	6,924	7,000	7,000
001-7403-574.31-02	Small Tools & Equipment	347	500	500
001-7403-574.31-17	Supplies-Uniforms	-	500	500
001-7403-574.41-01	Prof. Svc-Other	-	10,000	10,000
001-7403-574.41-37	Prof Svc-Sunshine Program	8,055	8,055	8,055
001-7403-574.42-01	Communications-Telephone	1,974	2,000	2,000
001-7403-574.42-02	Postage	-	145	145
001-7403-574.42-03	Communications-Recreation	44,442	51,200	51,200
001-7403-574.43-01	Transportation/Per Diem	109	1,201	1,201
001-7403-574.43-02	Dues, Subscriptions, Publ	480	725	875
001-7403-574.43-03	Registrations	395	4,180	4,180
001-7403-574.44-02	Adv/Part-time Position	503	850	850
001-7403-574.45-01	Equipment Rental	22,698	31,879	29,150
001-7403-574.45-02	IMS Rental	29,480	28,902	29,040
001-7403-574.45-05	Rentals-Other	4,697	1,276	1,426
001-7403-574.45-06	Rentals-School Facilities	-	800	500
001-7403-574.49-02	Printing & Binding	-	2,700	2,700
001-7403-574.49-06	Maintenance Contracts	18,439	13,500	13,500
001-7403-574.49-25	Assessments/Taxes	16,627	9,900	17,000
001-7403-574.49-58	Misc-Scholarships	6,639	7,678	6,678
<b>Total Recreation Administration</b>		<b>409,181</b>	<b>461,719</b>	<b>476,744</b>
<b>Aquatics</b>				
001-7404-574.10-01	Salaries-Regular	68,264	92,017	123,882
001-7404-574.10-05	Salaries-Overtime	2,539	1,000	1,000
001-7404-574.10-06	Salaries-Part-Time	128,625	112,000	123,820
001-7404-574.20-01	Employer Paid Benefits	46,720	50,529	72,912
001-7404-574.31-01	Office & Operating Supply	7,137	7,050	8,500
001-7404-574.31-02	Small Tools & Equipment	2,551	3,500	3,500
001-7404-574.41-11	Prof. Svc-Recreational	1,500	1,000	2,000
001-7404-574.43-01	Transportation/Per Diem	-	200	200

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
<b>Parks and Recreation</b>				
<b>Aquatics-Continued</b>				
001-7404-574.43-03	Registrations	-	200	200
001-7404-574.45-09	North Thurston Pool Agree	93,750	100,000	100,000
001-7404-574.49-02	Printing & Binding	-	-	2,500
<b>Total Aquatics</b>		<b>351,086</b>	<b>367,496</b>	<b>438,514</b>
<b>Physical Activities</b>				
001-7405-574.10-01	Salaries-Regular	108,985	85,945	63,726
001-7405-574.10-05	Salaries-Overtime	1,224	1,000	1,050
001-7405-574.10-06	Salaries-Part-Time	35,886	39,836	43,147
001-7405-574.20-01	Employer Paid Benefits	50,036	40,783	32,990
001-7405-574.20-03	Unemployment Compensation	1,194	-	-
001-7405-574.31-01	Office & Operating Supply	13,690	16,500	16,350
001-7405-574.31-02	Small Tools & Equipment	5,220	5,900	5,900
001-7405-574.41-11	Prof. Svc-Recreational	62,662	42,150	38,935
001-7405-574.45-05	Rentals-Other	12,323	16,605	8,360
001-7405-574.45-06	Rentals-School Facilities	26,820	35,805	39,105
001-7405-574.48-01	Rep & Maint-Equipment	320	600	600
001-7405-574.49-02	Printing & Binding	3,305	3,550	4,850
001-7405-574.60-17	Replacement Reserves	2,766	-	-
<b>Total physical Activities</b>		<b>324,431</b>	<b>288,674</b>	<b>255,013</b>
<b>Cultural Arts and Education</b>				
001-7406-574.10-01	Salaries-Regular	15,959	16,716	16,521
001-7406-574.10-06	Salaries-Part-Time	13,496	19,418	19,796
001-7406-574.20-01	Employer Paid Benefits	8,458	10,249	10,203
001-7406-574.20-03	Unemployment Compensation	121	-	-
001-7406-574.31-01	Office & Operating Supply	1,802	2,820	2,820
001-7406-574.31-02	Small Tools & Equipment	324	1,000	1,000
001-7406-574.41-01	Prof. Svc-Other	23,110	18,000	18,000
001-7406-574.45-05	Rentals-Other	2,884	5,000	5,000
001-7406-574.45-06	Rentals-School Facilities	319	1,000	1,000
<b>Total Cultural Arts and Education</b>		<b>66,473</b>	<b>74,203</b>	<b>74,340</b>

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
<b>Parks and Recreation</b>				
<b>Outdoor Activities</b>				
001-7407-574.10-01	Salaries-Regular	13,969	14,404	11,049
001-7407-574.10-05	Salaries-Overtime	110	200	200
001-7407-574.10-06	Salaries-Part-Time	6,537	6,500	6,627
001-7407-574.20-01	Employer Paid Benefits	6,417	5,327	4,363
001-7407-574.20-03	Unemployment Compensation	-	100	100
001-7407-574.31-01	Office & Operating Supply	652	1,740	1,740
001-7407-574.31-02	Small Tools & Equipment	-	200	200
001-7407-574.41-01	Prof. Svc-Other	9,342	10,550	10,550
001-7407-574.45-05	Rentals-Other	-	60	60
001-7407-574.45-06	Rentals-School Facilities	-	40	40
<b>Total Outdoor Activities</b>		<b>37,027</b>	<b>39,121</b>	<b>34,929</b>
<b>Fitness</b>				
001-7408-574.10-01	Salaries-Regular	13,970	20,655	6,793
001-7408-574.10-05	Salaries-Overtime	110	100	105
001-7408-574.10-06	Salaries-Part-Time	4,845	6,900	7,360
001-7408-574.20-01	Employer Paid Benefits	5,773	9,027	4,143
001-7408-574.31-01	Office & Operating Supply	288	200	200
001-7408-574.31-02	Small Tools & Equipment	540	1,700	1,700
001-7408-574.41-01	Prof. Svc-Other	9,352	7,900	7,900
001-7408-574.45-05	Rentals-Other	1,523	1,900	1,900
001-7408-574.45-06	Rentals-School Facilities	500	700	700
<b>Total Fitness</b>		<b>36,901</b>	<b>49,082</b>	<b>30,801</b>
<b>Special Events</b>				
001-7409-574.10-01	Salaries-Regular	83,476	92,862	90,022
001-7409-574.10-05	Salaries-Overtime	34	-	-
001-7409-574.10-06	Salaries-Part-Time	8,085	8,000	8,156
001-7409-574.20-01	Employer Paid Benefits	39,771	47,532	45,440
001-7409-574.31-01	Office & Operating Supply	15,389	12,200	12,200
001-7409-574.31-02	Small Tools & Equipment	1,801	2,000	2,000
001-7409-574.41-11	Prof. Svc-Recreational	43,648	52,000	44,000
001-7409-574.45-05	Rentals-Other	4,273	4,500	4,500
001-7409-574.45-06	Rentals-School Facilities	-	200	200
001-7409-574.48-01	Rep & Maint-Equipment	-	50	50

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
<b>Parks and Recreation</b>				
<b>Special Events-Continued</b>				
001-7409-574.49-02	Printing & Binding	2,738	3,000	3,000
001-7409-574.49-12	Special Events	40	-	-
<b>Total Special Events</b>		<b>199,255</b>	<b>222,344</b>	<b>209,568</b>
<b>Total Parks and Recreation</b>		<b>2,145,804</b>	<b>2,226,651</b>	<b>2,241,276</b>

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
<b>Other Operating Expense</b>				
<b>Other Operating Expense</b>				
001-7501-508.90-00	Unassigned Funds	-	58,590	-
001-7501-597.02-01	Transfers out	400,000	2,217,673	3,996,825
<b>Total Other Operating Expenses</b>		<b>400,000</b>	<b>2,276,263</b>	<b>4,045,415</b>
<b>Total Current Expense Fund Expenditures</b>		<b>25,440,696</b>	<b>29,163,346</b>	<b>31,229,772</b>



This Page Intentionally Left Blank

**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 2014 is **\$589,755**. This budget amount maintains the current level of staffing and services.

**2014 PROJECTS, GOALS AND PRIORITIES**

- Continue enhancement of the department's policing philosophies.

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Criminal Justice Fund - Revenues</i>				
<b>Revenues</b>				
003-0000-313.70-00	Sales Tax-Crim/Justice	599,134	537,139	537,139
003-0000-336.06-21	Criminal Justice - Pop	9,799	11,336	11,531
003-0000-336.06-26	Special Programs	36,775	38,804	38,585
003-0000-336.06-51	DUI/Other Criminal Asst	7,924	-	-
003-0000-361.11-00	Investment Interest	2,396	2,000	2,500
<b>Total Criminal Justice Fund Revenues</b>		<b>656,028</b>	<b>589,279</b>	<b>589,755</b>

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Criminal Justice Fund - Expenditures</i>				
<b>Police</b>				
<b>Investigation and Apprehension</b>				
003-2106-521.10-01	Salaries-Regular	367,667	377,009	391,949
003-2106-521.10-05	Salaries-Overtime	27,703	26,000	26,000
003-2106-521.20-01	Employer Paid Benefits	112,712	136,815	125,281
003-2106-521.20-03	Unemployment Compensation	2,637	-	-
003-2106-521.31-01	Office & Operating Supply	-	725	725
003-2106-521.31-02	Small Tools & Equipment	-	1,100	1,100
003-2106-521.31-09	Supplies-Bike Patrol	614	2,000	2,000
003-2106-521.31-17	Supplies-Uniform Purchase	761	10,365	10,365
003-2106-521.41-01	Prof. Svc-Other	1,200	1,620	1,620
003-2106-521.45-01	Equipment Rental	28,973	28,075	25,145
003-2106-521.48-01	Rep & Maint-Equipment	-	500	500
003-2106-521.49-10	Uniform Contract/Cleaning	2,946	2,370	2,370
003-2106-521.49-30	Software Maintenance	2,092	2,700	2,700
<b>Total Criminal Justice Fund Expenditures</b>		<b>547,305</b>	<b>589,279</b>	<b>589,755</b>



This Page Intentionally Left Blank

### **COMMUNITY BUILDINGS FUND**

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

Lacey's Senior Center was included in the fund in 2003, when it opened it public use. The Senior Center has been managed by Senior Services for South Sound since July 2003, under a contract that expired in 2013, and was renewed for another ten years. The City completed construction of a 5,344 square foot expansion to the Senior Center in April of 2013.

#### **BUDGET SUMMARY**

Seventeen years of operations at the Community Center has provided a solid foundation for examining maintenance and operation costs for City public facilities, and used to project potential revenue in 2014 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 2014 the operating budget will be **\$519,234**. The individual operating and maintenance budgets for each facility are as follows:

- Community Center \$314,002
- Jacob Smith House \$98,204
- Senior Center \$107,028

#### **2014 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.
- 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.

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Community Buildings Fund - Revenues</i>				
<b>Revenues</b>				
0005-0000-311.10-00	Property Taxes-Current	294,361	350,947	285,934
005-0000-361.11-00	Investment Interest	1,432	1,250	1,250
005-0000-362.40-00	Facility Rentals	188,976	190,000	190,000
005-0000-362.60-00	Smith Facility Rentals	50,686	33,000	42,000
005-0000-369.90-00	Other Misc Revenue	20	50	50
<b>Total Community Buildings Fund Revenue</b>		<b>535,475</b>	<b>575,247</b>	<b>519,234</b>

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Community Buildings Fund - Expenditures</i>				
<b>Parks and Recreation</b>				
<b>Community Center</b>				
005-7601-575.10-01	Salaries-Regular	98,162	92,321	96,471
005-7601-575.10-05	Salaries-Overtime	133	-	-
005-7601-575.10-06	Salaries-Part-Time	15,706	14,880	15,880
005-7601-575.20-01	Employer Paid Benefits	42,373	44,603	44,200
005-7601-575.31-01	Office & Operating Supply	1,281	2,900	1,900
005-7601-575.31-02	Small Tools & Equipment	1,576	3,000	2,500
005-7601-575.31-17	Supplies-Uniform Purchase	483	600	600
005-7601-575.41-01	Prof. Svc-Other	4,900	12,400	12,400
005-7601-575.42-01	Communications/Telephone	6,592	3,300	8,550
005-7601-575.45-02	IMS Rental	5,880	5,589	5,388
005-7601-575.45-03	Copier Rental	393	1,000	500
005-7601-575.46-01	Insurance-Liability	6,120	6,644	6,644
005-7601-575.46-02	Insurance-Fire/Property	3,121	3,185	3,185
005-7601-575.46-06	AWC-L & I Pool	-	393	393
005-7601-575.47-01	Utility-Electric	18,845	16,000	16,000
005-7601-575.47-02	Utility-City of Lacey	7,022	9,000	9,000
005-7601-575.47-03	Utility-Natural Gas	13,399	10,000	10,000
005-7601-575.47-07	Utility-Solid Waste	7,054	6,000	6,000
005-7601-575.48-01	Rep & Maint-Equipment	614	1,000	1,000
005-7601-575.48-10	Rep & Maint-Equip-Grnds	-	103	-
005-7601-575.49-02	Printing & Binding	-	500	500
005-7601-575.49-06	Maintenance Contracts	-	1,000	1,000
005-7601-575.49-23	Custodial	5,000	5,500	6,000
005-7601-575.49-25	Assessments/Taxes	8,360	-	-
005-7601-575.49-27	Bad Debt Expense	(231)	-	-
005-7601-575.60-03	Capital Outlays-Improven	23,540	13,477	-
<b>Total Community Center</b>		<b>270,323</b>	<b>253,395</b>	<b>248,111</b>
<b>Jacob Smith Facility</b>				
005-7602-575.10-01	Salaries-Regular	27,739	23,427	25,858
005-7602-575.10-05	Salaries-Overtime	89	-	-
005-7602-575.10-06	Salaries-Part-Time	8,633	8,732	8,732
005-7602-575.20-01	Employer Paid Benefits	13,283	12,116	12,312
005-7602-575.31-01	Office & Operating Supply	1,029	1,550	1,550
005-7602-575.31-02	Small Tools & Equipment	1,632	2,500	2,500
005-7602-575.41-01	Prof. Svc-Other	5,201	8,650	8,650

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Community Buildings Fund - Expenditures</i>				
<b>Parks and Recreation</b>				
<b>Jacob Smith Facility-Continued</b>				
005-7602-575.42-01	Communications/Telephone	1,382	3,000	2,000
005-7602-575.45-02	IMS Rental	1,798	1,608	1,542
005-7602-575.46-02	Insurance-Fire/Property	413	422	422
005-7602-575.47-01	Utility-Electric	1,398	2,800	2,800
005-7602-575.47-02	Utility-City of Lacey	3,047	8,000	8,000
005-7602-575.47-03	Utility-Natural Gas	1,429	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	-	800	800
005-7602-575.49-06	Maintenance Contracts	-	1,300	1,300
005-7602-575.49-23	Custodial	5,800	5,000	5,000
<b>Total Jacob Smith Facility</b>		<b>72,873</b>	<b>86,770</b>	<b>88,331</b>
<b>Senior Center</b>				
005-7603-555.31-01	Office & Operating Supply	109	100	100
005-7603-555.46-02	Insurance-Fire/Property	1,779	3,766	3,766
005-7603-555.47-01	Utility-Electric	10,517	24,500	21,500
005-7603-555.47-02	Utility-City of Lacey	1,426	3,635	3,135
005-7603-555.47-03	Utility-Natural Gas	3,597	8,160	7,160
005-7603-555.48-01	Rep & Maint-Equipment	-	250	250
005-7603-555.49-06	Maintenance Contracts	-	4,950	4,950
005-7603-555.60-01	Capital Outlays-Equipment	-	47,790	-
<b>Total Senior Center</b>		<b>17,428</b>	<b>93,151</b>	<b>40,861</b>
<b>Community Center Facility Maintenance</b>				
005-7611-575.31-23	Supplies-Building Maint.	1,365	5,041	5,041
005-7611-575.31-24	Small Tools & Equip-Bldg	63	200	200
005-7611-575.31-29	Supplies-Grounds Maint.	932	1,000	1,000
005-7611-575.41-31	Prof. Svc-Building Maint.	438	5,100	5,100
005-7611-575.48-01	Rep & Maint-Equipment	-	103	103
005-7611-575.48-03	Rep & Maint-Facilities	2,323	4,750	4,750
005-7611-575.48-10	Rep & Maint-Equip-Grnds	200	200	200
005-7611-575.49-06	Maintenance Contracts	8,383	7,694	7,694
005-7611-575.49-23	Custodial	34,181	41,803	41,803
<b>Total Community Center Facility Maintenance</b>		<b>47,885</b>	<b>65,891</b>	<b>65,891</b>

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Community Buildings Fund - Expenditures</i>				
<b>Parks and Recreation</b>				
<b>Jacob Smith Facility Maintenance</b>				
005-7612-575.31-23	Supplies-Building Maint.	636	875	875
005-7612-575.31-29	Supplies-Grounds Maint.	1,682	1,750	1,750
005-7612-575.41-31	Prof. Svc-Building Maint.	41	2,018	2,018
005-7612-575.41-39	Prof. Svc-Tree Evaluation	718	250	250
005-7612-575.48-01	Rep & Maint-Equipment	250	250	250
005-7612-575.48-03	Rep & Maint-Facilities	1,227	750	750
005-7612-575.48-10	Rep & Maint-Equip-Grnds	193	200	200
005-7612-575.49-06	Maintenance Contracts	1,178	3,780	3,780
005-7612-575.49-23	Custodial	174	-	-
<b>Total Jacob Smith Facility Maintenance</b>		<b>6,099</b>	<b>9,873</b>	<b>9,873</b>
<b>Senior Center Facility Maintenance</b>				
005-7613-555.31-23	Supplies-Building Maint.	447	1,126	1,126
005-7613-555.31-24	Small Tools & Equip-Bldg	-	200	200
005-7613-555.31-29	Supplies-Grounds Maint.	1,171	1,000	1,000
005-7613-555.41-31	Prof. Svc-Building Maint.	21	1,300	1,300
005-7613-555.41-39	Prof. Svc-Tree Evaluation	326	3,700	3,700
005-7613-555.48-01	Rep & Maint-Equipment	1,027	250	250
005-7613-555.48-03	Rep & Maint-Facilities	-	9,500	9,500
005-7613-555.48-10	Rep & Maint-Equip-Grnds	295	300	300
005-7613-555.49-06	Maintenance Contracts	4,198	8,000	8,000
005-7613-555.49-23	Custodial	8,191	40,791	40,791
<b>Total Senior Center Facility Maintenance</b>		<b>15,676</b>	<b>66,167</b>	<b>66,167</b>
<b>Total Community Building Fund Expenditures</b>		<b>430,284</b>	<b>575,247</b>	<b>519,234</b>



This Page Intentionally Left Blank

### **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, one (1) part-time person and seasonal staff maintain the 68 acre site as well as a full time RAC Manager and part-time recreational staff who facilitate leagues, tournaments, and events.

The 2014 budget **\$1,044,206** 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 remaining shared costs previously received from Thurston County as well as revenues contractually received from the Capital Area Regional Public Facilities District.

#### **2014 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	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Regional Athletic Complex - Revenues</i>				
<b>Revenues</b>				
007-0000-333.83-00	FEMA xxxx-DRWA	2,853	-	-
007-0000-334.83-00	State Share of FEMA	476	-	-
007-0000-338.10-10	Capital Area - PFD	200,000	200,000	200,000
007-0000-347.62-00	Shelter Fees	13,523	8,000	8,000
007-0000-347.65-00	Field Use Fees	319,261	314,000	320,400
007-0000-347.68-00	League Fees	53,305	35,000	50,000
007-0000-361.11-00	Investment Interest	1,916	1,000	2,000
007-0000-362.50-00	Concession Lease Longterm	10,500	10,500	18,000
007-0000-362.80-00	Concession Commission	4,289	9,500	-
007-0000-367.23-00	Banner Sponsorship	9,700	8,000	10,500
007-0000-369.90-00	Other Misc Revenue	8,068	-	-
007-0000-397.10-01	Transfer in 303 Fund	278,329	293,814	276,806
007-0000-397.10-02	Transfer in (109) Fund	133,500	133,500	158,500
<b>Total Regional Athletic Complex Fund Revenues</b>		<b>1,035,720</b>	<b>1,013,314</b>	<b>1,044,206</b>

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Regional Athletic Complex - Expenditures</i>				
<b>Regional Athletic Complex</b>				
<b>Regional Athletic Complex Maintenance</b>				
007-3305-576.10-01	Salaries-Regular	149,811	151,443	156,961
007-3305-576.10-05	Salaries-Overtime	3,189	2,500	2,500
007-3305-576.10-06	Salaries-Part-Time	112,871	105,952	113,100
007-3305-576.20-01	Employer Paid Benefits	100,491	111,913	109,008
007-3305-576.20-03	Unemployment Compensation	10,755	-	-
007-3305-576.31-01	Office & Operating Supply	92,478	110,000	110,000
007-3305-576.31-02	Small Tools & Equipment	5,219	4,923	4,923
007-3305-576.31-17	Supplies-Uniform Purchase	799	2,000	2,000
007-3305-576.34-01	Fuel	9,891	25,000	25,000
007-3305-576.41-01	Prof. Svc-Other	9,467	8,000	8,000
007-3305-576.42-01	Communications-Telephone	3,998	3,000	3,000
007-3305-576.43-02	Dues, Subscriptions, Publ	75	-	-
007-3305-576.45-01	Equipment Rental	72,898	83,883	101,336
007-3305-576.45-02	IMS Rental	4,629	5,389	4,635
007-3305-576.45-05	Rentals-Other	304	5,000	5,000
007-3305-576.46-01	Insurance-Liability	11,512	12,498	12,498
007-3305-576.46-02	Insurance-Fire/Property	9,427	9,621	9,621
007-3305-576.46-06	AWC L&I POOL	-	1,015	1,015
007-3305-576.47-01	Utility-Electric	68,967	70,000	70,000
007-3305-576.47-02	Utility-City of Lacey	71,050	65,000	65,000
007-3305-576.47-07	Utility-Solid Waste	11,697	10,000	10,000
007-3305-576.48-01	Rep & Maint-Equipment	385	3,500	3,500
007-3305-576.48-03	Rep & Maint-Facilities	6,403	3,500	3,500
007-3305-576.49-25	Assessments/Taxes	9,243	6,400	9,731
007-3305-576.49-27	Bad Debt Expense	1,794	-	-
<b>Total Regional Athletic Complex Maintenance</b>		<b>767,353</b>	<b>800,537</b>	<b>830,328</b>
<b>Regional Athletic Complex General Services</b>				
007-7401-576.10-01	Salaries-Regular	62,967	77,069	76,661
007-7401-576.10-06	Salaries-Part-Time	18,288	24,000	24,000
007-7401-576.20-01	Employer Paid Benefits	20,663	31,491	31,194
007-7401-576.31-01	Office & Operating Supply	7,625	10,000	14,500
007-7401-576.31-02	Small Tools & Equipment	9,120	8,500	8,500
007-7401-576.31-17	Supplies-Uniform Purchase	783	1,000	1,000

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Regional Athletic Complex - Expenditures</i>				
<b>Regional Athletic Complex</b>				
<b>Regional Athletic Complex General Services-Continued</b>				
007-7401-576.41-01	Prof. Svc-Other	33,915	38,000	46,500
007-7401-576.42-01	Communications-Telephone	509	1,000	500
007-7401-576.43-01	Transportation/Per Diem	16	1,500	1,500
007-7401-576.43-02	Dues, Subscriptions, Publ	-	120	120
007-7401-576.43-03	Registrations	-	880	880
007-7401-576.45-02	IMS Rental	4,925	4,717	3,873
007-7401-576.45-05	Rentals-Other	950	5,000	500
007-7401-576.49-02	Printing & Binding	8,513	8,000	-
007-7401-576.49-06	Maintenance Contracts	503	1,500	1,500
007-7401-576.49-25	Assessments/Taxes	3,263	-	2,650
<b>Total Regional Athletic Complex General Services</b>		<b>172,040</b>	<b>212,777</b>	<b>213,878</b>
<b>Total Regional Athletic Complex Fund Expenditures</b>		<b>939,393</b>	<b>1,013,314</b>	<b>1,044,206</b>

## **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

There are three maintenance sections which address the ten programs. The three Sections are described below:

### **SIGNS & MARKINGS SECTION**

Responsible for the evaluation, maintenance and 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 88 miles of road edge lines, 105 miles of traffic buttons 7,500 street signs and 288 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 1,200 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, over 4,000 street lights and 9 flashing school beacons.

The total 2014 budget for the Transportation Maintenance Division is **\$3,903,240**. In addition to the general operating revenue, the City Street Fund receives State Fuel Tax revenue to partially offset the cost of street maintenance.

### **2014 PROJECTS, GOALS AND PRIORITIES**

- Continue an active and volunteer oriented Adopt-a-Roadway litter program.
- Accomplish preventive maintenance goals on time and within budget.
- Continue inventory backlog of street lights.

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>City Street Fund - Revenues</i>				
<b>Revenues</b>				
101-0000-308.00-00	Estimated Beginning Cash	-	128,382	1,000,000
101-0000-316.41-00	Utility Tax/Electric	680,038	732,621	-
101-0000-316.42-00	Utility Tax/Water-Private	1,554	928	-
101-0000-316.43-00	Utility Tax/Gas	269,233	292,424	-
101-0000-316.45-00	Utility Tax/Solid Waste	108,123	91,709	-
101-0000-316.47-01	Utility Tax/Telephone	474,023	500,128	-
101-0000-316.52-00	Utility Tax/Olympia City	635	301	-
101-0000-316.70-00	Utility Tax/Lacey Utility	-	501,303	-
101-0000-316.72-00	Water Utility Tax	198,585	-	-
101-0000-316.74-00	Wastewater Utility Tax	250,972	-	-
101-0000-316.78-00	Stormwater Utility Tax	43,492	-	-
101-0000-333.83-00	FEMA xxxx-DRWA	46,146	-	-
101-0000-334.83-00	State Share of FEMA	7,691	-	-
101-0000-336.87-00	Motor Vehicle Fuel Tax	598,819	620,934	624,271
101-0000-338.36-00	Signal Maintenance	1,079	10,000	10,000
101-0000-344.81-00	New Development Signage	12,661	-	-
101-0000-348.95-00	Engineering Services Fees	-	15,000	15,000
101-0000-348.95-20	Engineering Svc - Transp	6,373	-	-
101-0000-361.11-00	Investment Interest	6,735	6,000	6,000
101-0000-369.10-00	Sale of Scrap & Surplus	2,513	-	-
101-0000-369.40-00	Court Fees/Judgments	31,908	-	-
101-0000-397.10-04	Transfer In - Utility Tax	-	-	2,247,969
<b>Total Public Works City Street Fund Revenues</b>		<b>2,740,580</b>	<b>2,899,730</b>	<b>3,903,240</b>

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>City Street Fund - Expenditures</i>				
<b>Public Works Street Division</b>				
<b>General Services</b>				
101-4201-543.10-01	Salaries-Regular	215,482	186,004	188,586
101-4201-543.10-05	Salaries-Overtime	3,872	2,200	2,200
101-4201-543.10-06	Salaries-Part-Time	8,127	6,085	6,157
101-4201-543.20-01	Employer Paid Benefits	77,534	73,344	70,836
101-4201-543.20-03	Unemployment Compensation	28,706	4,200	4,200
101-4201-543.31-01	Office & Operating Supply	816	2,300	3,433
101-4201-543.31-02	Small Tools & Equipment	-	1,400	1,000
101-4201-543.31-17	Supplies-Uniform Purchase	2,046	3,500	3,500
101-4201-543.33-01	Small Tools-Electrical	68	-	-
101-4201-543.41-01	Prof. Svc-Other	-	-	481
101-4201-543.42-01	Communications-Telephone	2,187	1,900	2,258
101-4201-543.43-01	Transportation/Per Diem	1,224	1,815	1,815
101-4201-543.43-02	Dues, Subscriptions, Publ	210	500	552
101-4201-543.43-03	Registrations	120	500	500
101-4201-543.45-01	Equipment Rental	8,599	10,098	13,241
101-4201-543.45-02	IMS Rental	17,520	18,235	30,477
101-4201-543.45-03	Copier Rental	-	-	926
101-4201-543.46-01	Insurance-Liability	28,262	30,684	30,684
101-4201-543.46-02	Insurance-Fire / Property	-	-	629
101-4201-543.46-06	AWC-L & I Pool	1,197	2,081	2,081
101-4201-543.47-01	Utility-Electric	-	-	9,090
101-4201-543.47-02	Utility-City of Lacey	-	-	1,586
101-4201-543.47-03	Utility-Natural Gas	-	-	2,085
101-4201-543.47-07	Utility-Solid Waste	-	-	3,185
101-4201-543.48-01	Rep & Maint-Equipment	-	-	1,027
101-4201-543.49-06	Maintenance Contracts	-	-	1,891
101-4201-543.49-10	Uniform Contract/Cleaning	60	-	-
101-4201-543.49-23	Custodial	-	-	5,689
101-4201-543.49-25	Assessments/Taxes	-	-	117
101-4201-543.49-27	Bad Debt Expense	8,256	8,785	8,785
101-4201-543.49-35	CDL-Physicals/Licenses	498	600	600
101-4201-543.50-02	Common Facilities-1902	22,290	30,397	-
101-4201-597.02-01	Transfers out	-	-	1,000,000
<b>Total General Services</b>		<b>427,074</b>	<b>384,628</b>	<b>1,397,611</b>

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>City Street Fund - Expenditures</i>				
<b>Public Works Street Division</b>				
<b>Street Lighting</b>				
101-4204-542.10-01	Salaries-Regular	40,420	76,220	79,038
101-4204-542.10-05	Salaries-Overtime	957	500	500
101-4204-542.10-06	Salaries-Part-Time	7,839	6,400	6,546
101-4204-542.20-01	Employer Paid Benefits	18,312	33,285	34,715
101-4204-542.31-17	Supplies-Uniform Purchase	432	1,450	1,450
101-4204-542.32-01	Electrical Supplies	41,624	77,882	19,500
101-4204-542.33-01	Small Tools-Electrical	1,655	2,000	2,000
101-4204-542.41-32	Prof. Svc-Utility Locates	224	340	340
101-4204-542.43-03	Registrations	668	1,500	1,500
101-4204-542.45-01	Equipment Rental	21,828	25,632	21,007
101-4204-542.47-01	Utility-Electric	510,788	458,000	513,000
<b>Total Street Lighting</b>		<b>644,747</b>	<b>683,209</b>	<b>679,596</b>
<b>Street Signs &amp; Markers</b>				
101-4205-542.10-01	Salaries-Regular	103,712	148,517	155,430
101-4205-542.10-05	Salaries-Overtime	2,496	790	790
101-4205-542.10-06	Salaries-Part-Time	45,157	36,030	36,844
101-4205-542.20-01	Employer Paid Benefits	50,405	83,565	76,185
101-4205-542.31-01	Office & Operating Supply	2,843	3,000	3,000
101-4205-542.31-02	Small Tools & Equipment	639	500	500
101-4205-542.31-27	Software Upgrade	1,168	1,075	1,075
101-4205-542.31-31	Supplies-City Projects	-	2,000	2,000
101-4205-542.31-32	Sign Making Supplies	20,959	32,750	32,750
101-4205-542.31-34	Road Marking Supplies	73,858	41,000	41,000
101-4205-542.41-01	Prof. Svc-Other	7,250	31,900	31,900
101-4205-542.41-32	Prof. Svc-Utility Locates	141	50	50
101-4205-542.43-03	Registrations	470	1,500	1,500
101-4205-542.45-01	Equipment Rental	24,011	28,196	23,107
<b>Total Street Signs &amp; Markers</b>		<b>333,109</b>	<b>410,873</b>	<b>406,131</b>
<b>Snow &amp; Ice Removal</b>				
101-4206-542.10-01	Salaries-Regular	24,816	15,261	15,974
101-4206-542.10-05	Salaries-Overtime	5,963	3,500	3,500
101-4206-542.10-06	Salaries-Part-Time	684	-	-
101-4206-542.20-01	Employer Paid Benefits	12,263	7,665	6,173
101-4206-542.31-01	Office & Operating Supply	20,942	10,000	10,000

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>City Street Fund - Expenditures</i>				
<b>Public Works Street Division</b>				
<b>Snow &amp; Ice Removal</b>				
101-4206-542.45-01	Equipment Rental	6,548	7,689	21,007
<b>Total Snow &amp; Ice Removal</b>		<b>71,216</b>	<b>44,115</b>	<b>56,654</b>
<b>Street Cleaning</b>				
101-4207-542.10-01	Salaries-Regular	3,647	3,791	4,027
101-4207-542.10-05	Salaries-Overtime	18	300	300
101-4207-542.20-01	Employer Paid Benefits	952	1,221	872
101-4207-542.31-01	Office & Operating Supply	132	600	600
<b>Total Street Cleaning</b>		<b>4,749</b>	<b>5,912</b>	<b>5,799</b>
<b>Roadside Maintenance</b>				
101-4208-542.10-01	Salaries-Regular	81,693	103,038	107,794
101-4208-542.10-05	Salaries-Overtime	2,141	200	200
101-4208-542.10-06	Salaries-Part-Time	34,500	23,266	23,270
101-4208-542.20-01	Employer Paid Benefits	42,295	50,353	47,661
101-4208-542.31-01	Office & Operating Supply	2,978	7,900	7,900
101-4208-542.31-02	Small Tools & Equipment	1,002	2,000	2,000
101-4208-542.34-01	Fuel	2,195	1,750	1,750
101-4208-542.41-01	Prof. Svc-Other	186	1,000	1,000
101-4208-542.41-16	Prof. Svc-Parks	352,409	352,863	394,792
101-4208-542.45-01	Equipment Rental	15,279	17,942	50,416
<b>Total Roadside Maintenance</b>		<b>534,678</b>	<b>560,312</b>	<b>636,783</b>
<b>Roadway Maintenance</b>				
101-4209-542.10-01	Salaries-Regular	71,664	99,247	103,767
101-4209-542.10-05	Salaries-Overtime	636	400	400
101-4209-542.10-06	Salaries-Part-Time	26,449	23,266	23,270
101-4209-542.20-01	Employer Paid Benefits	35,302	49,286	46,849
101-4209-542.20-03	Unemployment Compensation	-	60	60
101-4209-542.31-01	Office & Operating Supply	17,563	22,000	22,000
101-4209-542.41-01	Prof. Svc-Other	10,877	21,000	21,000
101-4209-542.43-03	Registrations	235	3,000	3,000
101-4209-542.45-01	Equipment Rental	37,108	43,575	54,617
101-4209-542.45-05	Rentals-Other	4,996	11,000	11,000
101-4209-542.48-15	Repairs & Maint-Grounds	10,528	12,000	12,000
<b>Total Roadway Maintenance</b>		<b>215,358</b>	<b>284,834</b>	<b>297,963</b>

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>City Street Fund - Expenditures</i>				
<b>Public Works Street Division</b>				
<b>Sidewalk Maintenance</b>				
101-4210-542.10-01	Salaries-Regular	17,291	41,993	43,896
101-4210-542.10-05	Salaries-Overtime	61	100	100
101-4210-542.10-06	Salaries-Part-Time	4,964	8,725	8,726
101-4210-542.20-01	Employer Paid Benefits	7,485	20,652	19,680
101-4210-542.31-01	Office & Operating Supply	190	1,000	1,000
101-4210-542.31-02	Small Tools & Equipment	-	500	500
101-4210-542.41-01	Prof. Svc-Other	44,310	48,000	53,000
101-4210-542.41-41	Sidewalk Spraying	3,218	10,000	-
101-4210-542.45-01	Equipment Rental	4,366	5,127	8,403
<b>Total Sidewalk Maintenance</b>		<b>81,885</b>	<b>136,097</b>	<b>135,305</b>
<b>Traffic Control Device/Electrical</b>				
101-4211-542.10-01	Salaries-Regular	63,267	54,699	56,666
101-4211-542.10-05	Salaries-Overtime	1,214	200	200
101-4211-542.10-06	Salaries-Part-Time	10,481	14,081	14,402
101-4211-542.20-01	Employer Paid Benefits	27,386	26,013	27,219
101-4211-542.32-01	Electrical Supplies	24,540	22,572	22,572
101-4211-542.33-01	Small Tools-Electrical	1,248	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	1,591	960	960
101-4211-542.45-01	Equipment Rental	104,472	122,679	23,107
101-4211-542.47-01	Utility-Electric	80,054	89,000	80,000
<b>Total Traffic Control Device/Electrical</b>		<b>314,253</b>	<b>333,454</b>	<b>228,376</b>
<b>Electrical Other</b>				
101-4212-543.10-01	Salaries-Regular	50,922	33,177	34,294
101-4212-543.10-05	Salaries-Overtime	250	500	500
101-4212-543.10-06	Salaries-Part-Time	4,458	3,840	3,928
101-4212-543.20-01	Employer Paid Benefits	21,158	15,279	15,600
101-4212-543.31-01	Office & Operating Supply	615	500	500
101-4212-543.32-01	Electrical Supplies	6,164	2,500	3,700
101-4212-543.33-01	Small Tools-Electrical	-	500	500
<b>Total Electrical Other</b>		<b>83,567</b>	<b>56,296</b>	<b>59,022</b>
<b>Total Public Works City Street Fund Expenditures</b>		<b>2,710,636</b>	<b>2,899,730</b>	<b>3,903,240</b>

### **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 2014, budgeted expenditures are **\$4,943,006**.

#### **2014 PROJECTS, GOALS AND PRIORITIES**

- Willamette Dr. & 31st Ave Intersection Improvements
- Carpenter Road Widening
- Smart Corridors
- College St. & 22nd Ave Roundabout Design
- College St. Corridor Right of Way Acquisition
- Golf Club Road Extension
- Hogum Bay Road Improvements
- Martin Way/Marvin Road Interchange Justification Report
- Rainier Road Improvements
- Hawks Prairie Road/Marvin Road Roundabout Design
- Marvin Road/Britton Parkway Roundabout Design
- College St. NE Extension
- Martin Way/Hoh Street Intersection Improvements
- 2014 Street Overlay
- Lebanon Street Extension
- Miscellaneous 2014 Minor Projects

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Arterial Street Fund - Revenues</i>				
<b>Revenues</b>				
102-0000-308.00-00	Estimated Beginning Cash	-	2,561,941	807,725
102-0000-317.34-00	Real Estate Excise Tax 1	1,035,270	911,677	1,064,764
102-0000-333.20-20	20.205 Highway Planning	414,421	2,026,104	207,600
102-0000-333.83-00	FEMA xxxx-DRWA	1,386	-	-
102-0000-334.03-61	WADOT	40,872	1,463,700	1,354,365
102-0000-334.03-80	03.8x Trans Improv Board	1,783,684	178,572	-
102-0000-334.04-20	Commerce JDF - Gateway	325,000	-	-
102-0000-334.83-00	State Share of FEMA	231	-	-
102-0000-336.88-00	Motor Vehicle Fuel Tax	278,212	278,970	280,469
102-0000-344.85-00	Mitigation/Impact Fees	1,040,408	343,437	228,083
102-0000-345.81-00	Zoning&Subdivision Fees	149,332	-	-
102-0000-345.83-02	Inspection Svs-Streets	3,916	-	-
102-0000-361.11-00	Investment Interest	42,982	-	-
102-0000-362.40-00	Facility Rentals	22,200	-	-
102-0000-367.27-00	Private Source/Developers	171,212	11,500	-
102-0000-397.00-00	Transfers In	-	-	1,000,000
102-0000-397.01-00	Capital Fund	850,000	-	-
<b>Total Public Works Arterial Street Fund Revenues</b>		<b>6,159,126</b>	<b>7,775,901</b>	<b>4,943,006</b>

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Arterial Street Fund - Expenditures</i>				
<b>Public Works Arterial Streets</b>				
<b>Street and Transportation Improvements</b>				
102-4101-595.70-10	PSE	743,453	-	-
102-4101-595.90-01	Preliminary Engineering	1,035,540	2,144,308	1,101,250
102-4101-595.90-02	Right of Way	(206,349)	513,000	1,154,000
102-4101-595.90-03	Road Way	3,677,333	4,584,788	2,238,579
102-4101-595.90-05	Construction Engineering	345,260	383,805	229,177
102-4101-595.90-06	Side Walks	-	50,000	50,000
102-4101-595.90-08	Street Lighting	11,472	-	-
102-4101-595.90-09	Traffic Control Devices	121,635	-	-
102-4101-595.90-11	Const Admin & Fac Maint	12,373	-	70,000
102-4101-595.90-13	Side Walks-ADA	-	50,000	50,000
102-4101-595.90-14	Signal Timing	13,686	15,000	15,000
102-4101-595.90-15	Pavement Mgmt System	33,224	-	-
102-4101-595.90-16	Pavement Restoration/PMS	-	35,000	35,000
<b>Total Public Works Arterial Street Fund Expenditures</b>		<b>5,787,627</b>	<b>7,775,901</b>	<b>4,943,006</b>



This Page Intentionally Left Blank

### **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 2014 are estimated at \$385,000. 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 (classic car show), Alternate Fuel Fair, Senior Games, Mushroom Festival, South Sound BBQ Festival, Lacey Community Market, Ethnic Celebration, Black Hills Triathlon in Lacey and Concerts in the Park series. This budget also provides support to maintain and operate the Regional Athletic Complex (RAC), provide funding for the regional Wayfinding signage project, as well as provide funding for special events held at the RAC.

The total 2014 budget for the Lodging Tax Fund is **\$481,400**.

The Lodging Tax budget is divided into 3 categories:

- Museum Operation
- Contracted Services
- Performing Arts & Events

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Lodging Tax Fund - Revenues</i>				
<b>Revenues</b>				
109-0000-308.00-00	Estimated Beginning Cash	-	4,600	94,400
109-0000-313.30-00	Hotel/Motel Taxes	411,520	400,000	385,000
109-0000-337.14-00	Thurs Cty Board of Comm.	4,997	-	-
109-0000-361.11-00	Investment Interest	1,934	2,400	2,000
109-0000-367.15-00	Donations-Miscellaneous	21	-	-
<b>Total Lodging Tax Fund Revenues</b>		<b>418,472</b>	<b>407,000</b>	<b>481,400</b>

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Lodging Tax Fund - Expenditures</i>				
<b>Council / Parks and Recreation</b>				
<b>Museum Operation</b>				
109-0303-575.10-01	Salaries-Regular	24,388	25,649	25,649
109-0303-575.10-05	Salaries-Overtime	461	-	-
109-0303-575.20-01	Employer Paid Benefits	9,016	11,163	11,163
109-0303-575.31-01	Office & Operating Supply	1,073	1,150	1,150
109-0303-575.31-02	Small Tools & Equipment	20	50	50
109-0303-575.31-23	Supplies-Building Maint.	380	200	200
109-0303-575.31-29	Supplies-Grounds Maint.	-	100	100
109-0303-575.41-01	Prof. Svc-Other	5,020	500	500
109-0303-575.41-31	Prof. Svc-Building Maint.	908	100	100
109-0303-575.42-01	Communications/Telephone	1,591	1,300	1,300
109-0303-575.43-01	Transportation/Per Diem	-	50	50
109-0303-575.43-02	Dues, Subscriptions, Publ	320	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	253	258	258
109-0303-575.47-01	Utility-Electric	682	700	700
109-0303-575.47-02	Utility-City of Lacey	559	600	600
109-0303-575.47-03	Utility-Natural Gas	1,257	2,000	2,000
109-0303-575.48-10	Rep & Maint-Equip-Grnds	21	-	-
109-0303-575.49-02	Printing & Binding	-	90	90
109-0303-575.49-06	Maintenance Contracts	1,855	1,599	1,599
109-0303-575.49-23	Custodial	960	910	910
<b>Total Museum Operation</b>		<b>50,395</b>	<b>48,500</b>	<b>48,500</b>
<b>Contracted Services</b>				
109-0401-573.49-51	Promotion-Community Event	83,437	96,500	100,000
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	80,000	82,700	130,000
109-0401-597.10-08	Transfer out 007 Fund	193,500	133,500	158,500
<b>Total Contracted Services</b>		<b>394,337</b>	<b>350,100</b>	<b>425,900</b>

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Lodging Tax Fund - Expenditures</i>				
<b>Council / Parks and Recreation</b>				
<b>Performing Arts &amp; Parks Events</b>				
109-0601-573.49-52	Promotion-Parks Events	5,996	3,900	2,500
109-0601-573.49-54	Concert Series/Events	4,493	4,500	4,500
<b>Total Performing Arts &amp; Parks Events</b>		<b>10,489</b>	<b>8,400</b>	<b>7,000</b>
<b>Total Lodging Tax Fund Expenditures</b>		<b>455,221</b>	<b>407,000</b>	<b>481,400</b>

**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	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Community Development Block Grant Fund - Revenues</i>				
<b>Revenues</b>				
120-0000-333.14-20	Community Development	-	1,478	-
120-0000-361.11-00	Investment Interest	119	200	200
<b>Total Community Development Block Grant Fund Revenues</b>		<b>119</b>	<b>1,678</b>	<b>200</b>

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Community Development Block Grant Fund - Expenditures</i>				
<b>Public Affairs and Community Relations</b>				
<b>General Services</b>				
120-3701-508.30-00	Restricted Funds	-	200	200
120-3701-597.02-01	Transfers out	44,600	-	-
120-3701-598.97-52	Pass ThroughGrant	-	1,478	-
<b>Total Community Development Block Grant Fund Expenditures</b>		<b>44,600</b>	<b>1,678</b>	<b>200</b>



This Page Intentionally Left Blank

**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 2010 General Obligated Refunding bonds (originally issued as \$5.99 million of Fire Safety Improvement Bonds approved by voters in September 2000) and \$2,845 million of 2012 General Obligation Refunding bonds (originally issued as \$5.0 million of Parks Improvement Bonds in 2003). It also includes Parks Improvement Bonds sold in 2003, \$5 million and sold 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 \$10,530,000. The total outstanding Limited Tax General Obligation debt is \$9,080,000.

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>G. O. Bond Fund - Revenues</i>				
<b>Revenues</b>				
201-0000-311.10-00	Property Taxes-Current	1,144,880	1,158,647	1,130,825
201-0000-311.15-00	Property Taxes-Delinquent	42,735	7,500	7,500
201-0000-313.10-00	Sales Taxes	332,600	328,600	329,400
201-0000-361.11-00	Investment Interest	2,564	500	500
201-0000-392.00-00	Premium on Bonds	185,946	-	-
201-0000-393.00-00	Refunding Debt Issue	2,845,000	-	-
201-0000-397.01-00	Capital Fund	586,330	589,130	586,330
<b>Total General Obligation Bond Fund Revenues</b>		<b>5,140,055</b>	<b>2,084,377</b>	<b>2,054,555</b>

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>G. O. Bond Fund - Expenditures</i>				
<b>G.O. Debt - Finance</b>				
<b>G.O. Debt Supported</b>				
201-1904-591.70-12	Principal UTGO Bond 2003	225,000	230,000	-
201-1904-591.70-13	Principal UTGO Bond 2006	210,000	215,000	225,000
201-1904-591.70-17	2010 Refunding (2002Fire)	325,000	335,000	340,000
201-1904-591.70-18	2012 Refunding(2003Parks)	-	-	255,000
201-1904-592.80-12	Interest UTGO 2003	122,073	115,322	-
201-1904-592.80-13	Interest UTGO 2006	169,400	161,000	152,400
201-1904-592.80-17	Interest UTGO 2010 Refund	116,325	109,825	103,125
201-1904-592.80-18	Interest UTGO 2012 Refdng	-	-	62,800
201-1904-592.84-00	Issue Cost	46,054	-	-
201-1904-599.89-00	Refunding Debt Escrow	2,983,707	-	-
<b>Total G.O. Debt Supported</b>		<b>4,197,559</b>	<b>1,166,147</b>	<b>1,138,325</b>
<b>L.T.G.O. &amp; Loans</b>				
201-1905-508.50-00	Assigned Funds	-	500	500
201-1905-591.70-14	Principal LTGO 2006	225,000	230,000	240,000
201-1905-591.70-16	Principal LTGO Bond 2007	305,000	320,000	330,000
201-1905-592.80-14	Interest LTGO 2006	107,600	98,600	89,400
201-1905-592.80-16	Interest LTGO 2007	281,330	269,130	256,330
<b>Total L.T.G.O. &amp; Loans</b>		<b>918,930</b>	<b>918,230</b>	<b>916,230</b>
<b>Total General Obligation Bond Fund Expenditures</b>		<b>5,116,489</b>	<b>2,084,377</b>	<b>2,054,555</b>



This Page Intentionally Left Blank

**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.

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.

There is no debt owing in this fund.

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>L.I.D. Bond Fund - Revenues</i>				
<b>Revenues</b>				
202-0000-308.00-00	Estimated Beginning Cash	-	76,867	-
202-0000-361.11-00	Investment Interest	2,891	1,000	2,000
202-0000-361.55-02	Interest-LID 13	5,224	11,480	-
202-0000-361.55-06	Interest-LID 19	542,806	169,262	173,504
202-0000-368.10-02	Principal-LID 13	29,308	24,200	-
202-0000-368.10-06	Principal-LID 19	935,985	615,499	755,185
<b>Total L.I.D. Bond Fund Revenues</b>		<b>1,516,214</b>	<b>898,308</b>	<b>930,689</b>

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>L.I.D. Bond Fund - Expenditures</i>				
<b>L.I.D. Debt - Finance</b>				
202-1906-508.50-00	Assigned Funds	-	123,855	591,887
202-1906-591.73-04	Principal-LID 19 - PWTF	124,987	749,924	-
202-1906-592.83-04	Interest-LID 19 - PWTF	30,706	24,529	-
202-1906-597.10-07	Transfer Out to 410	-	-	338,802
<b>Total L.I.D. Bond Fund Expenditures</b>		<b>155,693</b>	<b>898,308</b>	<b>930,689</b>



This Page Intentionally Left Blank

**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.

The 2014 budget is **\$69,375**.

**2014 PROJECTS, GOALS & PRIORITIES**

- Roof replacement Community Center
- Retractable wall replacement Community Center
- Automate interior doors Lacey Library

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Building Improvement Fund - Revenues</i>				
<b>Revenues</b>				
301-0000-308.00-00	Estimated Beginning Cash	-	1,129,005	64,375
301-0000-333.14-22	CDBG Dept of Commerce	808,341	408,000	-
301-0000-333.83-00	FEMA xxxx-DRWA	920	-	-
301-0000-334.83-00	State Share of FEMA	229	-	-
301-0000-361.11-00	Investment Interest	14,790	2,000	5,000
301-0000-367.25-00	Senior Center Expansion	7,585	110,000	-
301-0000-367.26-00	Museum Depot Project	745	-	-
301-0000-397.00-00	Transfers In	344,600	714,216	-
<b>Total Building Improvement Fund Revenues</b>		<b>1,177,210</b>	<b>2,363,221</b>	<b>69,375</b>

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Building Improvement Fund - Expenditures</i>				
<b>City Facilities Development</b>				
301-0101-508.50-00	Assigned Funds	-	2,000	2,000
301-0101-508.90-00	Unassigned Funds	-	250,000	-
301-0101-514.60-01	Capital Outlays-Equipment	66,796	151,997	-
301-0101-514.60-03	Capital-Improvements	1,733	100,860	67,375
301-0101-514.60-04	Capital Outlay-Buildings	2,467,840	1,858,364	-
<b>Total Building Improvement Fund Expenditures</b>		<b>2,536,369</b>	<b>2,363,221</b>	<b>69,375</b>



This Page Intentionally Left Blank

**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. Transfers in from Current Expense fund for utility tax collections 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 2014 budget is **\$908,131**.

**2014 PROJECTS, GOALS AND PRIORITIES**

A full listing of Capital Equipment expenditures is provided in the Budget Summary section of this document. The majority of the capital budgeted in this fund is reserves for future equipment replacements.

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Capital Equipment Fund - Revenues</i>				
<b>Revenues</b>				
302-0000-308.00-00	Estimated Beginning Cash	-	187,671	10,000
302-0000-316.41-00	Utility Tax/Electric	441,711	171,258	-
302-0000-316.42-00	Utility Tax/Water-Private	1,048	216	-
302-0000-316.43-00	Utility Tax/Gas	174,863	68,356	-
302-0000-316.45-00	Utility Tax/Solid Waste	70,218	21,438	-
302-0000-316.47-01	Utility Tax/Telephone	308,713	116,909	-
302-0000-316.52-00	Utility Tax/Olympia City	413	71	-
302-0000-316.70-00	Utility Tax/Lacey Utility	-	117,185	-
302-0000-316.72-00	Water Utility Tax	128,986	-	-
302-0000-316.74-00	Wastewater Utility Tax	163,012	-	-
302-0000-316.78-00	Stormwater Utility Tax	28,249	-	-
302-0000-321.91-01	PEG Fees	36,802	36,500	36,500
302-0000-331.16-71	COPS Grant	42,490	-	-
302-0000-331.16-77	BJA Byrne JAG Prgm 16.738	11,038	-	-
302-0000-333.83-00	FEMA xxxx-DRWA	5,604	-	-
302-0000-334.03-51	WTSC Grant	-	6,468	-
302-0000-334.83-00	State Share of FEMA	934	-	-
302-0000-338.19-10	TCOMM Loan Admin. Fee	7,000	-	-
302-0000-361.11-00	Investment Interest	6,814	6,000	9,000
302-0000-361.50-05	WA Local - TCOMM	26,831	22,642	19,597
302-0000-367.00-00	Contributions	6,000	14,000	16,000
302-0000-368.10-05	Local - TCOMM	-	150,719	153,764
302-0000-391.90-02	Debt Issued LOCAL (TCOMM)	1,122,033	-	-
302-0000-392.00-00	Premium on Bonds	46,538	-	-
302-0000-397.00-00	Transfers In	-	800	-
302-0000-397.10-01	Transfer in 303 Fund	-	-	75,000
302-0000-397.10-04	Transfer In - Utility Tax	-	-	588,270
<b>Total Capital Equipment Fund Revenues</b>		<b>2,629,297</b>	<b>920,233</b>	<b>908,131</b>

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Capital Equipment Fund - Expenditures</i>				
<b>General Fund Capital</b>				
<b>Capital Equipment</b>				
302-0102-519.64-02	Capital-City Manager	1,255	-	-
302-0102-519.64-03	Capital-Human Resources	6,348	-	-
302-0102-519.64-04	Capital-Community Relatio	-	32,704	20,000
302-0102-519.64-06	Capital-Common Facilities	9,946	-	8,250
302-0102-519.64-07	Capital-Common Fac.-Shop	17,582	-	-
302-0102-519.64-10	Capital-Police	58,754	20,135	-
302-0102-519.64-12	Capital-Public Works-Pks	8,999	14,321	75,000
302-0102-519.64-15	Capital-Community Develop	3,010	-	-
302-0102-519.64-16	Capital-Parks & Recreatio	12,876	77,200	-
302-0102-519.64-17	Capital-City Streets	20,582	-	-
302-0102-519.64-19	Capital-Information Svcs	29,119	19,430	-
302-0102-519.64-20	Public Ed & Govt Prog	18,401	36,000	36,000
302-0102-554.48-00	Repairs & Maintenance	5,418	-	-
302-0102-594.60-02	Replacement Res-City Hall	4,223	-	-
302-0102-594.60-08	Replace Res-Child Care	488	20,500	20,500
302-0102-594.60-09	Replacement Res-Equipment	20,025	200,000	355,020
302-0102-594.60-10	Replacement Res-Facility	-	80,000	80,000
302-0102-597.01-05	Transfer to Fund 301	-	101,723	-
<b>Total Capital Equipment</b>		<b>217,026</b>	<b>602,013</b>	<b>594,770</b>
<b>Projects</b>				
302-0104-514.60-06	Capital-City Hall Repairs	-	20,000	20,000
302-0104-542.60-02	Capital-Streetscaping	12,786	24,859	20,000
302-0104-559.60-01	Economic Development	-	100,000	100,000
<b>Total Projects</b>		<b>12,786</b>	<b>144,859</b>	<b>140,000</b>
<b>Capital Debt/Transfers</b>				
302-0105-591.79-05	Local - TCOMM 911 Princip	-	150,719	153,764
302-0105-591.89-05	Local - TCOMM 911 Interes	18,246	22,642	19,597
302-0105-592.84-00	Issue Cost	13,572	-	-
302-0105-597.01-01	Tran Out-Arterial Streets	850,000	-	-
<b>Total Capital Debt/Transfers</b>		<b>881,818</b>	<b>173,361</b>	<b>173,361</b>
<b>Total Capital Equipment Fund Expenditures</b>		<b>1,111,630</b>	<b>920,233</b>	<b>908,131</b>



This Page Intentionally Left Blank

**PARKS AND OPEN SPACE FUND**

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

**PARK AND OPEN SPACE ACQUISITION**

Since 1989, over 700 acres have been acquired with utility tax revenue, Woodland Creek Community Park, including Rainier Vista Community Park, Lake Lois Habitat Reserve, McAllister Park, the Lacey Woodland Trail Abandoned Railroad corridor, the Regional Athletic Complex, Huntamer Park, Pleasant Glade Park, and the Jacob Smith House, Greg J. Cuoio Community Park, and Palm Creek Headwaters.

**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 2003 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	72	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 2014 budget is **\$728,346**. This includes a transfer out of \$376,540 to the Current Expense Fund to cover the cost of maintaining Rainier Vista Community Park, \$75,000 to the Capital Equipment fund for security cameras in parks and \$276,806 to the RAC for ongoing maintenance. 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.

**2014 PROJECTS, GOALS AND PRIORITIES**

- All of the funds are being used for operation and maintenance in 2014.

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Parks and Open Space Fund - Revenues</i>				
<b>Revenues</b>				
303-0000-308.00-00	Estimated Beginning Cash	-	67,289	75,000
303-0000-316.41-00	Utility Tax/Electric	337,467	337,462	-
303-0000-316.42-00	Utility Tax/Water-Private	1,851	1,126	-
303-0000-316.43-00	Utility Tax/Gas	127,524	136,441	-
303-0000-316.45-00	Utility Tax/Solid Waste	50,509	39,952	-
303-0000-316.47-01	Utility Tax/Telephone	211,713	219,282	-
303-0000-316.52-00	Utility Tax/Olympia City	745	509	-
303-0000-316.70-00	Utility Tax/Lacey Utility	-	237,212	-
303-0000-316.72-00	Water Utility Tax	94,940	-	-
303-0000-316.74-00	Wastewater Utility Tax	119,985	-	-
303-0000-316.78-00	Stormwater Utility Tax	20,793	-	-
303-0000-334.02-70	Outdoor Recreation IAC	991,912	34,066	-
303-0000-337.20-30	Palm Creek Headwater	203,000	-	-
303-0000-361.11-00	Investment Interest	24,891	20,000	20,000
303-0000-362.40-00	Facility Rentals	12,230	12,386	12,386
303-0000-369.90-00	Other Misc Revenue	-	5,112	-
303-0000-397.00-00	Transfers In	-	350,000	-
303-0000-397.10-04	Transfer In - Utility Tax	-	-	620,960
<b>Total Parks and Open Space Fund Revenues</b>		<b>2,197,560</b>	<b>1,460,837</b>	<b>728,346</b>

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Parks and Open Space Fund - Expenditures</i>				
<b>Parks and Recreation</b>				
<b>Acquisition and Park Improvements</b>				
303-0106-508.50-00	Assigned Funds	-	298,601	-
303-0106-508.90-00	Unassigned Funds	-	350,000	-
303-0106-576.49-25	Assessments/Taxes	642	-	-
303-0106-576.60-03	Capital-Improvements	225,163	106,467	-
303-0106-576.60-05	Capital Outlay-Land	587,356	-	-
303-0106-576.82-00	Interfund Loan-Interest	918	-	-
303-0106-597.02-01	Transfers out	371,662	411,955	-
303-0106-597.10-08	Transfer out 007 Fund	278,329	293,814	276,806
303-0106-597.11-01	Transfer Out-Curr. Exp.	-	-	376,540
303-0106-597.11-02	Transfer Out-Capital Eq.	-	-	75,000
<b>Total Parks and Open Space Fund Expenditures</b>		<b>1,464,070</b>	<b>1,460,837</b>	<b>728,346</b>



This Page Intentionally Left Blank

### **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 2014**

- Installation of gutters on the picnic pavilion and concession building to prevent further deterioration of the pervious concrete plaza.

#### **BUDGET SUMMARY**

The 2014 budget is **\$721,345** for capital improvements.

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

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Regional Athletic Complex Capital Fund - Revenues</i>				
<b>Revenues</b>				
307-0000-308.00-00	Estimated Beginning Cash	-	131,701	24,294
307-0000-338.10-10	Capital Area - PFD	694,578	855,211	695,551
307-0000-361.11-00	Investment Interest	1,183	1,500	1,500
307-0000-397.00-00	Transfers In	60,000	-	-
<b>Total Regional Athletic Complex Capital Fund Revenues</b>		<b>755,761</b>	<b>988,412</b>	<b>721,345</b>

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Regional Athletic Complex Capital Fund - Expenditures</i>				
<b>Parks and Recreation</b>				
<b>Regional Athletic Complex Capital</b>				
307-0106-508.50-00	Assigned Funds	-	253,584	102,721
307-0106-576.60-01	Capital Outlays-Equipment	87,087	137,698	19,294
307-0106-576.60-04	Capital Outlay-Buildings	-	-	5,000
307-0106-576.62-18	PFD - Administrative Cost	6,793	8,000	8,000
307-0106-597.69-03	Transfer Out-Debt Service	586,330	589,130	586,330
<b>Total Regional Athletic Complex Capital Fund Expenditures</b>		<b>680,210</b>	<b>988,412</b>	<b>721,345</b>



This Page Intentionally Left Blank

### **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 2014 operating budget for the Utility is **\$9,139,141**. Water revenues are obtained from water rates with no support from the City's operating levy or general fund.

#### **2014 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, operating, and replacement of the utility infrastructure as well as making additional contributions to replacement reserves and capital construction. The chart printed on this page illustrates rates for the years 2010 through 2013. 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 associ-

ated with serving areas outside the City.

**2014  
Rates and Cost Per 100 Cubic Feet (1)**

		<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>
Base Rate		\$11.28	\$11.74	\$11.82	\$12.59
First 600 c.f.		.9392	.9767	.9841	1.0480
Tier 2 (601 to 1,200 c.f.)	Per 100 c.f.	2.2047	2.2926	2.3100	2.4601
Tier 3 – 4 (1,201 c.f. plus)	Per 100 c.f.	2.8174	2.9301	2.9524	3.1443
Tier 4 (2401 plus)	Per 100 c.f.	3.7621	3.9126	3.9423	4.1986

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

<b>Description</b>	<b>2011</b>	<b>2012</b>	<b>2013(2)</b>	<b>2014 (2)</b>
Base Rate	\$11.28	\$11.74	\$11.82	\$12.59
Consumption	12.24	12.74	12.84	13.67
Total (1)	\$23.52	\$24.48	\$24.66	\$26.26

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.

(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	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Water Utility Fund - Revenues</i>				
<b>Revenues</b>				
401-0000-308.00-00	Estimated Beginning Cash	-	7,782	-
401-0000-333.83-00	FEMA xxxx-DRWA	454	-	-
401-0000-343.05-00	Shut-Offs	145,295	124,320	124,320
401-0000-343.40-01	Sales	8,065,034	7,918,523	8,052,097
401-0000-343.40-02	Penalties	84,452	90,000	90,000
401-0000-345.83-00	Plan Checking Fees	3,487	2,939	8,539
401-0000-345.83-02	Inspection Svs-Streets	5,641	4,814	16,205
401-0000-345.83-06	Water/Fire Flow Analysis	500	1,030	-
401-0000-361.11-00	Investment Interest	6,168	5,753	6,867
401-0000-362.51-00	Cell Tower Lease	114,287	114,250	121,237
401-0000-362.90-00	Hydrant Meter Rental	15,923	20,000	20,000
401-0000-369.10-00	Sale of Scrap & Surplus	3,023	-	-
401-0000-369.11-00	Sale of Meters	166,584	200,000	150,000
401-0000-369.40-00	Court Fees/Judgments	26,482	-	-
401-0000-369.81-00	Cash Over & Short	2	-	-
401-0000-369.90-00	Other Misc Revenue	-	750	750
401-0000-369.97-00	Escrow Search Fees	12,775	9,500	9,500
401-0000-397.11-01	Transfer In-Current Exp	100,000	504,380	539,626
<b>Total Water Utility Fund Revenues</b>		<b>8,750,107</b>	<b>9,004,041</b>	<b>9,139,141</b>

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Water Utility Fund - Expenditures</i>				
<b>Public Works Water Division</b>				
<b>General Services</b>				
401-3401-534.10-01	Salaries-Regular	493,521	476,653	487,642
401-3401-534.10-05	Salaries-Overtime	29,789	35,000	35,000
401-3401-534.10-06	Salaries-Part-Time	20	-	-
401-3401-534.20-01	Employer Paid Benefits	200,873	216,656	213,700
401-3401-534.20-03	Unemployment Compensation	9,728	-	-
401-3401-534.31-01	Office & Operating Supply	742	4,000	8,757
401-3401-534.31-02	Small Tools & Equipment	-	500	500
401-3401-534.31-17	Supplies-Uniform Purchase	6,627	5,412	5,412
401-3401-534.31-27	Software Upgrade	-	6,630	6,630
401-3401-534.41-01	Prof. Svc-Other	-	47,300	48,484
401-3401-534.41-02	Prof. Svc-Engineering	416,811	519,178	519,178
401-3401-534.41-05	Prof. Svc-Audit	5,505	9,425	9,425
401-3401-534.41-15	Prof. Svc-Legal	10,964	20,000	20,000
401-3401-534.41-17	Prof. Svc-Water Resources	474,725	468,764	468,764
401-3401-534.41-32	Prof. Svc-Utility Locates	952	2,000	2,000
401-3401-534.42-01	Communications-Telephone	-	-	880
401-3401-534.43-01	Transportation/Per Diem	3	11,872	11,872
401-3401-534.43-02	Dues, Subscriptions, Publ	3,225	5,000	5,128
401-3401-534.43-03	Registrations	2,730	22,280	22,280
401-3401-534.45-01	Equipment Rental	2,997	3,849	11,047
401-3401-534.45-02	IMS Rental	149,269	135,788	172,891
401-3401-534.45-03	Copier Rental	-	-	2,280
401-3401-534.45-08	Lease Miscellaneous	242	6,900	6,900
401-3401-534.46-01	Insurance-Liability	49,335	53,563	53,563
401-3401-534.46-02	Insurance-Fire/Property	-	-	1,547
401-3401-534.47-01	Utility-Electric	-	-	8,465
401-3401-534.47-02	Utility-City of Lacey	10	-	2,473
401-3401-534.47-03	Utility Gas	-	-	3,706
401-3401-534.47-07	Utility-Solid Waste	-	-	7,840
401-3401-534.48-01	Rep & Maint-Equipment	-	-	2,528
401-3401-534.48-03	Rep & Maint-Facilities	-	2,000	2,000
401-3401-534.49-02	Printing & Binding	-	500	500
401-3401-534.49-03	Recording Fees	1,433	3,000	3,000
401-3401-534.49-06	Maintenance Contracts	-	1,000	5,655
401-3401-534.49-10	Uniform Contract/Cleaning	289	5,147	5,147

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Water Utility Fund - Expenditures</i>				
<b>Public Works Water Division</b>				
<b>General Services-Continued</b>				
401-3401-534.49-23	Custodial	-	-	14,004
401-3401-534.49-25	Assessments/Taxes	1,665	-	2,010
401-3401-534.49-35	CDL-Physicals/Licenses	522	210	210
401-3401-534.50-02	Common Facilities-1902	78,014	106,388	-
401-3401-534.50-03	Intra-Governmental	112,550	112,550	-
<b>Total General Services</b>		<b>2,052,541</b>	<b>2,281,565</b>	<b>2,171,418</b>
<b>Customer Service</b>				
401-3402-514.10-01	Salaries-Regular	337,433	365,007	377,287
401-3402-514.10-05	Salaries-Overtime	233	100	100
401-3402-514.20-01	Employer Paid Benefits	149,795	171,819	160,905
401-3402-514.31-01	Office & Operating Supply	10,847	4,000	4,000
401-3402-514.31-02	Small Tools & Equipment	-	500	500
401-3402-514.31-17	Supplies-Uniform Purchase	800	650	650
401-3402-514.31-37	Meters	160,821	200,000	200,000
401-3402-514.41-25	Prof. Svc-Computer	300	750	750
401-3402-514.42-01	Communications-Telephone	16,291	11,500	16,500
401-3402-514.42-02	Communications-Postage	112,336	78,015	78,015
401-3402-514.43-01	Transportation/Per Diem	-	2,140	2,140
401-3402-514.43-03	Registrations	80	990	990
401-3402-514.45-01	Equipment Rental	12,018	15,435	15,198
401-3402-514.45-02	IMS Rental	33,260	30,256	31,461
401-3402-514.46-06	AWC-L & I Pool	3,113	3,312	3,312
401-3402-514.48-01	Rep & Maint-Equipment	801	150	150
401-3402-514.49-01	Excise Taxes	461,047	467,214	467,214
401-3402-514.49-02	Printing & Binding	14,289	23,900	23,900
401-3402-514.49-06	Maintenance Contracts	78,838	21,750	21,750
401-3402-514.49-10	Uniform Contract/Cleaning	-	500	500
401-3402-514.49-27	Bad Debt Expense	2,023	12,600	12,600
401-3402-514.49-30	Software Maintenance	3,506	7,900	7,900
401-3402-514.49-60	Contractual Services	35,501	45,700	45,700
401-3402-514.60-01	Capital Outlays-Equipment	37,828	6,000	-
401-3402-597.69-04	Transfer Out-WA Construct	1,166,810	1,342,516	1,485,436
<b>Total Customer Service</b>		<b>2,637,970</b>	<b>2,812,704</b>	<b>2,956,958</b>

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Water Utility Fund - Expenditures</i>				
<b>Public Works Water Division</b>				
<b>Production and Storage</b>				
401-3403-534.10-01	Salaries-Regular	373,789	409,498	420,789
401-3403-534.10-05	Salaries-Overtime	14,315	19,000	19,000
401-3403-534.10-06	Salaries-Part-Time	613	-	-
401-3403-534.20-01	Employer Paid Benefits	171,111	207,345	197,690
401-3403-534.31-01	Office & Operating Supply	12,441	9,145	9,145
401-3403-534.31-02	Small Tools & Equipment	9,781	6,495	6,495
401-3403-534.31-11	Water Treatment Supplies	78,208	95,300	95,300
401-3403-534.31-28	Conf Space-Safety Equip	3,269	3,200	3,200
401-3403-534.31-40	Supplies-Caustic Supplies	-	-	80,280
401-3403-534.32-01	Electrical Supplies	1,241	5,000	5,000
401-3403-534.33-01	Small Tools-Electrical	612	700	700
401-3403-534.34-01	Fuel	2,376	800	800
401-3403-534.41-01	Prof. Svc-Other	13,963	92,882	91,100
401-3403-534.41-16	Prof. Svc-Parks	29,867	47,592	34,707
401-3403-534.41-23	Prof. Svc-H2O Smpls-DSHS	-	1,500	1,500
401-3403-534.42-01	Communications-Telephone	6,107	4,600	4,600
401-3403-534.45-01	Equipment Rental	50,936	65,417	64,414
401-3403-534.45-05	Rentals-Other	1,787	3,100	3,100
401-3403-534.46-02	Insurance-Fire/Property	33,419	34,108	34,108
401-3403-534.47-01	Utility-Electric	620,442	615,000	615,000
401-3403-534.47-02	Utility-City of Lacey	6,659	7,000	7,000
401-3403-534.47-06	Olympia Water Agreement	269,786	350,000	350,000
401-3403-534.48-01	Rep & Maint-Equipment	2,132	2,500	2,500
401-3403-534.48-02	Rep & Maint-Equip Non-Pwr	-	300	300
401-3403-534.48-03	Rep & Maint-Facilities	78,717	75,000	75,000
401-3403-534.48-11	Rep & Maint-Telemetry	14,768	23,000	23,000
401-3403-534.49-06	Maintenance Contracts	5,684	31,790	31,790
401-3403-534.49-30	Software Maintenance	267	-	-
401-3403-534.60-01	Capital Outlays-Equipment	11,685	-	12,500
401-3403-534.60-99	Capitalized Assets	(10,470)	-	-
<b>Total Production and Storage</b>		<b>1,803,505</b>	<b>2,110,272</b>	<b>2,189,018</b>
<b>System Maintenance</b>				
401-3404-534.10-01	Salaries-Regular	592,226	608,964	625,165
401-3404-534.10-05	Salaries-Overtime	16,669	10,800	10,800
401-3404-534.10-06	Salaries-Part-Time	39	-	-

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Water Utility Fund - Expenditures</i>				
<b>Public Works Water Division</b>				
<b>System Maintenance-Continued</b>				
401-3404-534.20-01	Employer Paid Benefits	288,831	310,174	317,935
401-3404-534.31-01	Office & Operating Supply	13,300	12,150	12,150
401-3404-534.31-02	Small Tools & Equipment	13,371	11,668	11,668
401-3404-534.31-19	Inventory	134,398	94,500	94,500
401-3404-534.31-20	Street Restoration	41,242	20,000	20,000
401-3404-534.31-21	Non-Inventory-Under \$60	28,047	17,400	17,400
401-3404-534.31-22	Manhole/Ring/Lid Replace	-	250	250
401-3404-534.31-26	Valves	27,729	41,000	41,000
401-3404-534.31-36	Hydrants	44,954	50,000	50,000
401-3404-534.31-37	Meters	226	-	-
401-3404-534.31-38	Hydrant Meters	274	9,000	9,000
401-3404-534.41-01	Prof. Svc-Other	8,141	-	-
401-3404-534.41-30	Prof. Svc-Leak Survey	-	6,500	6,500
401-3404-534.42-01	Communications-Telephone	2,864	5,500	5,500
401-3404-534.45-01	Equipment Rental	254,492	326,844	321,834
401-3404-534.45-05	Rentals-Other	2,917	2,300	2,300
401-3404-534.48-01	Rep & Maint-Equipment	2,860	6,550	6,550
401-3404-534.48-02	Rep & Maint-Equip Non-Pwr	2,168	2,550	2,550
401-3404-534.60-01	Capital Outlays-Equipment	77,456	32,205	25,000
401-3404-534.60-99	Capitalized Assets	(79,121)	-	-
401-3404-587.60-99	Capital-Transferred Out	79,121	-	-
<b>Total System Maintenance</b>		<b>1,552,204</b>	<b>1,568,355</b>	<b>1,580,102</b>
<b>Construction/Utility Crews</b>				
401-3405-534.10-01	Salaries-Regular	636	-	-
401-3405-534.20-01	Employer Paid Benefits	303	-	-
<b>Total Construction/Utility Crews</b>		<b>939</b>	<b>-</b>	<b>-</b>
<b>Cross Control Connections</b>				
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	-	120	120
<b>Total Cross Connection Controls</b>		<b>-</b>	<b>4,170</b>	<b>4,170</b>

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Water Utility Fund - Expenditures</i>				
<b>Public Works Water Division</b>				
<b>Water Quality</b>				
401-3407-534.20-01	Employer Paid Benefits	63	-	-
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	638	500	500
401-3407-534.41-01	Prof. Svc-Other	-	14,225	15,725
401-3407-534.41-14	Prof. Svc-Grdwater Mgmt	-	25,000	25,000
401-3407-534.41-23	Prof. Svc-H2O Smpls-DSHS	35,013	66,000	66,000
401-3407-534.42-01	Communications-Telephone	-	500	500
401-3407-534.42-02	Communications-Postage	6,595	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	12,007	18,600	18,600
401-3407-534.49-32	Operating Permit-DSHS	15,715	23,000	32,000
401-3407-534.49-44	Project Green	1,000	2,500	2,500
401-3407-534.49-55	Conservation Program	37,336	64,500	64,500
<b>Total Water Quality</b>		<b>108,367</b>	<b>226,975</b>	<b>237,475</b>
<b>Total Water Utility Fund Expenditures</b>		<b>8,155,526</b>	<b>9,004,041</b>	<b>9,139,141</b>

**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 2014 operating budget for the Wastewater Utility is **12,725,031** of which \$8,547,779 will be paid to LOTT Alliance for treatment plant operations and capital requirements.

**2014 PROJECTS, GOALS AND PRIORITIES**

- Continue to evaluate odor and corrosion control alternatives.
- Continue with sewer manhole grouting program.

**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:

<b>City Charges (1)</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>
Maintenance/Operations	\$13.75	14.23	\$15.05
Replacement Reserves	1.25	1.25	1.25
Construction/Capital	1.00	1.00	1.00
Subtotal	16.00	16.48	17.30
LOTT Charges	<u>33.00</u>	<u>33.99</u>	<u>35.01</u>
<b>Total Monthly Charges</b>	<b>\$49.00</b>	<b>\$50.47</b>	<b>\$52.31</b>

(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	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Wastewater Utility Fund - Revenues</i>				
<b>Revenues</b>				
402-0000-308.00-00	Estimated Beginning Cash	-	49,864	-
402-0000-333.83-00	FEMA xxxx-DRWA	40,975	-	-
402-0000-334.83-00	State Share of FEMA	6,829	-	-
402-0000-343.50-01	Sales	3,604,487	3,678,568	4,013,239
402-0000-343.50-02	Penalties	115,702	117,435	120,957
402-0000-343.50-03	LOTT Sales	8,069,553	8,298,815	8,547,779
402-0000-343.50-05	Community on site systems	5,499	4,250	4,250
402-0000-345.83-00	Plan Checking Fees	2,956	2,883	8,666
402-0000-345.83-02	Inspection Svs-Streets	4,348	4,656	19,375
402-0000-345.83-04	Inspection Services-STEP	10,876	14,929	6,306
402-0000-361.11-00	Investment Interest	4,022	3,999	4,459
402-0000-369.40-00	Court Fees/Judgments	415	-	-
<b>Total Wastewater Utility Fund Revenues</b>		<b>11,865,662</b>	<b>12,175,399</b>	<b>12,725,031</b>

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Wastewater Utility Fund - Expenditures</i>				
<b>Public Works Wastewater Division</b>				
<b>General Services</b>				
402-3501-535.10-01	Salaries-Regular	351,417	382,629	388,481
402-3501-535.10-05	Salaries-Overtime	7,052	8,200	8,200
402-3501-535.20-01	Employer Paid Benefits	135,764	162,265	166,034
402-3501-535.20-03	Unemployment Compensation	-	500	500
402-3501-535.31-01	Office & Operating Supply	183	950	5,113
402-3501-535.31-02	Small Tools & Equipment	-	850	850
402-3501-535.31-17	Supplies-Uniform Purchase	5,369	4,607	4,607
402-3501-535.31-27	Software Upgrade	-	285	285
402-3501-535.41-01	Prof. Svc-Other	-	1,500	2,536
402-3501-535.41-02	Prof. Svc-Engineering	383,738	420,511	420,511
402-3501-535.41-05	Prof. Svc-Audit	6,616	615	615
402-3501-535.41-15	Prof. Svc-Legal	10,431	2,890	2,890
402-3501-535.41-17	Prof. Svc-Water Resources	80,437	120,871	120,871
402-3501-535.41-32	Prof. Svc-Utility Locates	925	2,000	2,000
402-3501-535.42-01	Communications-Telephone	-	-	770
402-3501-535.43-01	Transportation/Per Diem	1,748	7,900	7,900
402-3501-535.43-02	Dues, Subscriptions, Publ	225	335	447
402-3501-535.43-03	Registrations	3,276	7,650	7,650
402-3501-535.45-01	Equipment Rental	3,657	5,418	12,433
402-3501-535.45-02	IMS Rental	58,222	62,042	92,383
402-3501-535.45-03	Copier Rentals	-	-	1,995
402-3501-535.45-08	Lease Miscellaneous	340	3,000	3,000
402-3501-535.46-01	Insurance-Liability	31,224	33,900	33,900
402-3501-535.46-02	Insurance-Fire/Property	-	-	1,354
402-3501-535.47-01	Utility-Electric	-	-	7,830
402-3501-535.47-02	Utility-City of Lacey	-	-	2,288
402-3501-535.47-03	Utility-Natural Gas	-	-	3,430
402-3501-535.47-04	LOTT Treatment	8,069,553	8,298,815	8,547,779
402-3501-535.47-07	Utility-Solid Waste	-	-	6,860
402-3501-535.48-01	Rep & Maint-Equipment	-	-	2,212
402-3501-535.48-03	Rep & Maint-Facilities	338	2,000	2,000
402-3501-535.49-03	Recording Fees	1,419	3,000	3,000
402-3501-535.49-06	Maintenance Contracts	-	-	4,073
402-3501-535.49-10	Uniform Contract/Cleaning	250	5,400	5,400
402-3501-535.49-23	Custodial	-	-	12,256
402-3501-535.49-25	Assessments/Taxes	55	50	301

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Wastewater Utility Fund - Expenditures</i>				
<b>Public Works Wastewater Division</b>				
<b>General Services-Continued</b>				
402-3501-535.49-30	Software Maintenance	1,957	1,400	1,400
402-3501-535.49-35	CDL-Physicals/Licenses	508	340	340
402-3501-535.50-02	Common Facilities-1902	78,014	106,388	-
402-3501-535.50-03	Intra-Governmental	18,920	18,920	-
<b>Total General Services</b>		<b>9,251,638</b>	<b>9,665,231</b>	<b>9,884,494</b>
<b>Customer Service</b>				
402-3502-514.10-01	Salaries-Regular	35,594	37,487	38,830
402-3502-514.10-05	Salaries-Overtime	20	100	100
402-3502-514.20-01	Employer Paid Benefits	14,772	16,889	15,133
402-3502-514.31-01	Office & Operating Supply	-	100	100
402-3502-514.31-17	Supplies-Uniform Purchase	125	80	80
402-3502-514.42-01	Communications-Telephone	-	200	200
402-3502-514.42-02	Communications-Postage	8,080	8,080	8,080
402-3502-514.45-01	Equipment Rental	2,196	3,253	3,431
402-3502-514.45-02	IMS Rental	5,696	6,070	6,325
402-3502-514.45-08	Lease Miscellaneous	-	1,000	1,000
402-3502-514.46-06	AWC-L & I Pool	1,197	2,071	2,071
402-3502-514.49-01	Excise Taxes	158,875	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	2,764	9,000	9,000
402-3502-597.02-03	Transfer Out-WW Construct	-	-	344,489
402-3502-597.69-01	Transf Out-WA Debt Serv	176,737	-	-
<b>Total Customer Service</b>		<b>406,056</b>	<b>423,611</b>	<b>576,254</b>
<b>Lift Station Maintenance</b>				
402-3503-535.10-01	Salaries-Regular	356,500	357,475	370,211
402-3503-535.10-05	Salaries-Overtime	36,405	12,000	12,000
402-3503-535.10-06	Salaries-Part-Time	1,604	-	-
402-3503-535.20-01	Employer Paid Benefits	173,625	175,553	165,802
402-3503-535.31-01	Office & Operating Supply	33,959	11,000	11,000
402-3503-535.31-02	Small Tools & Equipment	4,127	5,800	5,800
402-3503-535.31-28	Conf Space-Safety Equip	2,541	3,200	3,200
402-3503-535.32-01	Electrical Supplies	5,217	4,000	4,000
402-3503-535.33-01	Small Tools-Electrical	788	700	700

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Wastewater Utility Fund - Expenditures</i>				
<b>Public Works Wastewater Division</b>				
<b>Lift Station Maintenance-Continued</b>				
402-3503-535.34-01	Fuel	6,711	1,300	1,300
402-3503-535.41-01	Prof. Svc-Other	8,751	12,182	10,400
402-3503-535.41-16	Prof. Svc-Parks	4,843	15,955	4,338
402-3503-535.42-01	Communications-Telephone	3,774	7,410	7,410
402-3503-535.45-01	Equipment Rental	40,229	59,598	62,846
402-3503-535.45-05	Rentals-Other	5,286	1,000	1,000
402-3503-535.46-02	Insurance-Fire/Property	3,267	3,334	3,334
402-3503-535.47-01	Utility-Electric	85,306	71,000	71,000
402-3503-535.47-02	Utility-City of Lacey	5,661	6,500	6,500
402-3503-535.48-01	Rep & Maint-Equipment	11,744	3,000	3,000
402-3503-535.48-02	Rep & Maint-Equip Non-Pwr	-	2,500	2,500
402-3503-535.48-11	Rep & Maint-Telemetry	8,835	2,500	2,500
402-3503-535.48-12	Rep & Maint-Liftstations	132,499	70,000	70,000
402-3503-535.49-06	Maintenance Contracts	3,338	30,000	30,000
402-3503-535.60-01	Capital Outlays-Equipment	16,011	56,082	73,000
402-3503-535.60-99	Capitalized Assets	(10,470)	-	-
<b>Total Lift Station Maintenance</b>		<b>940,551</b>	<b>912,089</b>	<b>921,841</b>
<b>Wastewater Main Maintenance</b>				
402-3504-535.10-01	Salaries-Regular	209,892	304,791	314,150
402-3504-535.10-05	Salaries-Overtime	4,839	6,000	6,000
402-3504-535.10-06	Salaries-Part-Time	1,650	-	-
402-3504-535.20-01	Employer Paid Benefits	93,391	143,176	165,952
402-3504-535.31-01	Office & Operating Supply	2,800	8,230	8,230
402-3504-535.31-02	Small Tools & Equipment	1,462	6,850	6,850
402-3504-535.31-22	Manhole/Ring/Lid Replace	-	3,000	3,000
402-3504-535.31-25	Supplies-Odor Control	-	-	113,205
402-3504-535.41-01	Prof. Svc-Other	-	3,000	3,000
402-3504-535.41-38	Wastewater Testing	1,236	500	500
402-3504-535.42-01	Communications-Telephone	120	-	-
402-3504-535.45-01	Equipment Rental	91,060	134,902	142,255
402-3504-535.45-05	Rentals-Other	-	200	200
402-3504-535.48-01	Rep & Maint-Equipment	16,376	3,000	3,000
402-3504-535.48-02	Rep & Maint-Equip Non-Pwr	5,955	10,000	10,000
402-3504-535.49-28	Land Fill	-	2,000	2,000
402-3504-535.60-01	Capital Outlays-Equipment	2,940	-	64,500

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Wastewater Utility Fund - Expenditures</i>				
<b>Public Works Wastewater Division</b>				
<b>Wastewater Main Maintenance-Continued</b>				
402-3504-535.60-99	Capitalized Assets	(2,940)	-	-
402-3504-587.60-99	Capital-Transferred Out	2,940	-	-
<b>Total Wastewater Main Maintenance</b>		<b>431,721</b>	<b>625,649</b>	<b>842,842</b>
<b>S.T.E.P. System Maintenance</b>				
402-3505-535.10-01	Salaries-Regular	144,394	133,647	128,157
402-3505-535.10-05	Salaries-Overtime	14,771	10,000	10,000
402-3505-535.10-06	Salaries-Part-Time	1,760	-	-
402-3505-535.20-01	Employer Paid Benefits	74,280	73,531	73,783
402-3505-535.31-01	Office & Operating Supply	7,972	14,903	14,903
402-3505-535.31-02	Small Tools & Equipment	5,271	4,650	4,650
402-3505-535.31-13	Supplies-Locks/STEP Sys	683	1,300	1,300
402-3505-535.31-25	Supplies-Odor Control	172,343	150,940	37,735
402-3505-535.41-38	Wastewater Testing	1,854	2,000	2,000
402-3505-535.41-41	On site septic system	-	950	950
402-3505-535.45-01	Equipment Rental	58,516	86,690	91,414
402-3505-535.45-05	Rentals-Other	-	50	50
402-3505-535.48-01	Rep & Maint-Equipment	-	2,500	2,500
402-3505-535.48-02	Rep & Maint-Equip Non-Pwr	3,525	1,300	1,300
402-3505-535.48-13	Rep & Maint-S.T.E.P. Sys	41,148	66,358	66,358
402-3505-535.60-01	Capital Outlays-Equipment	-	-	64,500
<b>Total S.T.E.P. System Maintenance</b>		<b>526,517</b>	<b>548,819</b>	<b>499,600</b>
<b>Total Wastewater Utility Fund Expenditures</b>		<b>11,556,483</b>	<b>12,175,399</b>	<b>12,725,031</b>

**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 2014 budget for the Stormwater Utility is **\$2,361,468**. 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.

**2014 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**

<b>RATES FOR STORMWATER</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>
RESIDENTIAL	7.15	7.36	8.03
DUPLEX	14.30	14.73	16.05

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	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Stormwater Utility Fund - Revenues</i>				
<b>Revenues</b>				
403-0000-308.00-00	Estimated Beginning Cash	-	25,367	-
403-0000-308.04-00	Depreciation-Balancing	-	1,650,000	-
403-0000-343.51-01	Sales	2,077,931	2,133,749	2,339,793
403-0000-345.83-00	Plan Checking Fees	4,295	4,405	4,069
403-0000-345.83-02	Inspection Svs-Streets	8,118	5,621	14,634
403-0000-361.11-00	Investment Interest	2,778	2,921	2,972
403-0000-383.10-00	Contributed Capital	1,150,182	-	-
403-0000-397.05-00	Transfers In-Stormwater	45,000	-	-
<b>Total Stormwater Utility Fund Revenues</b>		<b>3,288,304</b>	<b>3,822,063</b>	<b>2,361,468</b>

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Stormwater Utility Fund - Expenditures</i>				
<b>Public Works Stormwater Division</b>				
<b>General Service</b>				
403-4201-538.10-01	Salaries-Regular	167,846	187,728	188,404
403-4201-538.10-05	Salaries-Overtime	2,863	1,000	1,000
403-4201-538.10-06	Salaries-Part-Time	(142)	948	970
403-4201-538.20-01	Employer Paid Benefits	60,549	77,039	77,148
403-4201-538.31-01	Office & Operating Supply	396	1,500	2,541
403-4201-538.31-02	Small Tools & Equipment	-	1,500	1,500
403-4201-538.31-17	Supplies-Uniform Purchase	997	2,260	2,260
403-4201-538.31-27	Software Upgrade	-	5,260	5,260
403-4201-538.41-01	Prof. Svc-Other	1,152	15,500	15,759
403-4201-538.41-02	Prof. Svc-Engineering	226,413	249,345	249,345
403-4201-538.41-05	Prof. Svc-Audit	1,401	450	450
403-4201-538.41-15	Prof. Svc-Legal	3,884	2,200	2,200
403-4201-538.41-17	Prof. Svc-Water Resources	340,447	372,639	372,639
403-4201-538.41-23	Prof. Svc-Local Monitor	12,689	30,000	40,000
403-4201-538.41-27	Prof. Svc-PIE Program	24,229	22,750	22,750
403-4201-538.41-32	Prof. Svc-Utility Locates	560	725	725
403-4201-538.41-33	Prof. Svc-Facility Eval	-	4,600	4,600
403-4201-538.41-42	Illicit Discharge Detect.	46	9,000	9,000
403-4201-538.41-43	Analyze Stormwater Sample	-	10,000	10,000
403-4201-538.42-01	Communications-Telephone	538	350	543
403-4201-538.43-01	Transportation/Per Diem	-	2,228	2,228
403-4201-538.43-02	Dues, Subscriptions, Publ	-	145	173
403-4201-538.43-03	Registrations	160	2,568	2,568
403-4201-538.45-01	Equipment Rental	2,655	2,900	5,099
403-4201-538.45-02	IMS Rental	29,805	34,525	47,808
403-4201-538.45-03	Copier Rentals	-	-	499
403-4201-538.46-01	Insurance-Liability	14,978	16,261	16,261
403-4201-538.46-02	Insurance-Fire/Property	-	-	338
403-4201-538.47-01	Utility-Electric	-	-	1,468
403-4201-538.47-02	Utility-City of Lacey	-	-	529
403-4201-538.47-03	Utility-Natural Gas	-	-	811
403-4201-538.47-07	Utility-Solid Waste	-	-	1,715
403-4201-538.48-01	Rep & Maint-Equipment	-	-	553
403-4201-538.49-06	Maintenance Contracts	-	-	1,018
403-4201-538.49-23	Custodial	-	-	3,063

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Stormwater Utility Fund - Expenditures</i>				
<b>Public Works Stormwater Division</b>				
<b>General Service-Continued</b>				
403-4201-538.49-25	Assessments/Taxes	11,477	12,900	13,562
403-4201-538.49-35	CDL-Physicals/Licenses	256	120	120
403-4201-538.49-43	Regional Monitoring Prog.	2,856	15,000	10,000
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	11,145	15,198	-
403-4201-538.50-03	Intra-Governmental	3,530	3,530	-
<b>Total General Service</b>		<b>931,730</b>	<b>1,119,419</b>	<b>1,134,157</b>
<b>Customer Service</b>				
403-4202-514.10-01	Salaries-Regular	4,684	5,034	5,234
403-4202-514.20-01	Employer Paid Benefits	2,313	2,640	2,370
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	1,750
403-4202-514.45-02	IMS Rental	5,036	5,834	6,906
403-4202-514.45-08	Lease Miscellaneous	-	500	500
403-4202-514.46-06	AWC-L & I Pool	718	765	765
403-4202-514.49-01	Excise Taxes	39,589	38,545	38,545
403-4202-514.49-02	Printing & Binding	-	500	500
403-4202-514.49-27	Bad Debt Expense	408	1,800	1,800
403-4202-514.82-01	Depreciation-Utilities	1,581,102	1,650,000	-
403-4202-597.69-02	Transf Out-SW Constructio	250,000	200,000	340,550
<b>Total Customer Service</b>		<b>1,885,600</b>	<b>1,907,618</b>	<b>399,170</b>
<b>Stormwater Facility Maintenance</b>				
403-4203-538.10-01	Salaries-Regular	267,411	287,393	297,838
403-4203-538.10-05	Salaries-Overtime	6,885	4,000	4,000
403-4203-538.10-06	Salaries-Part-Time	19,128	18,015	18,422
403-4203-538.20-01	Employer Paid Benefits	129,752	140,705	142,150
403-4203-538.20-03	Unemployment Compensation	3,779	-	-
403-4203-538.31-01	Office & Operating Supply	22,968	35,040	35,040
403-4203-538.31-02	Small Tools & Equipment	1,450	2,500	2,500
403-4203-538.31-17	Supplies-Uniform Purchase	1,763	1,600	1,600
403-4203-538.31-22	Manhole/Ring/Lid Replace	4,715	4,000	4,000
403-4203-538.34-01	Fuel	-	750	750

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Stormwater Utility Fund - Expenditures</i>				
<b>Public Works Stormwater Division</b>				
<b>Stormwater Facility Maintenance-Continued</b>				
403-4203-538.41-01	Prof. Svc-Other	9,434	13,000	13,000
403-4203-538.45-01	Equipment Rental	174,646	190,773	211,591
403-4203-538.45-05	Rentals-Other	2,301	-	-
403-4203-538.47-01	Utility-Electric	511	900	900
403-4203-538.47-02	Utility-City of Lacey	12,191	13,000	13,000
403-4203-538.48-01	Rep & Maint-Equipment	1,177	800	800
403-4203-538.48-03	Rep & Maint-Facilities	-	52,050	52,050
403-4203-538.49-10	Uniform Contract/Cleaning	-	500	500
403-4203-538.49-29	Vactor Waste	37,993	30,000	30,000
<b>Total Stormwater Facility Maintenance</b>		<b>696,104</b>	<b>795,026</b>	<b>828,141</b>
<b>Total Stormwater Utility Fund Expenditures</b>		<b>3,513,434</b>	<b>3,822,063</b>	<b>2,361,468</b>



This Page Intentionally Left Blank

**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 2014 maintenance and operating budget for the Reclaimed Water Utility Fund is **\$400**.

All associated costs for this fund have been transferred to the Water Utility for maintenance of systems.

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Reclaimed Water Utility Fund - Revenues</i>				
<b>Revenues</b>				
404-0000-308.00-00	Estimated Beginning Cash	-	99,600	-
404-0000-361.11-00	Investment Interest	383	400	400
<b>Total Reclaimed Water Utility Fund Revenues</b>		<b>383</b>	<b>100,000</b>	<b>400</b>

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Reclaimed Water Utility Fund - Expenditures</i>				
<b>Public Works Reclaimed Division</b>				
<b>General Services</b>				
404-3501-508.80-00	Unreserved Funds	-	-	400
404-3501-535.41-17	Prof. Svc-Water Resources	-	100,000	-
404-3501-535.82-01	Depreciation-Utilities	9,722	-	-
<b>Total Reclaimed Water Utility Fund Expenditures</b>		<b>9,722</b>	<b>100,000</b>	<b>400</b>



This Page Intentionally Left Blank

**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 2014 budget for this fund is **\$8,229,253**.

**2014 PROJECTS, GOALS AND PRIORITIES**

Water Construction Fund:

- ATEC Water Treatment Facility Backwash
- Lacey Share of the Brewery Studies
- Telemetry Control Cla-Vals
- Union Mills Altitude Valve
- Water Rights Mitigation
- 2014 Waterline Replacement (Skokomish)
- Shoreline Monitoring Well (Water Mitigation)
- 2012 Water Rights Administration
- 2013 Critical Valves
- Reclaimed Water Infiltration Facility
- Groundwater Monitoring Well
- SW 337 Pressure Zone Study
- Campus Glen – Development Upsizing Main
- Transportation – Watermain Impacts
- Train Depot Watermain
- Westside BPS VFDs and On-site Generator
- Well Source 15 and 16 Replacement (Beachcrest)
- Marvin Road Raw Water Line
- 2015 Waterline Replacement (Timber Court)
- 2014 Critical Valves
- College to Ruddell via Brentwood – Transmission Design
- 2014 Well Rehabilitation
- Hawks Prairie Water Treatment Facility Recycle Equipment
- Judd Hill Reservoir – Emergency Overflow Design
- 2013 Revenue Bond Debt Service Obligations
- Interfund Debt Service Obligations

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Water Capital Fund - Revenues</i>				
<b>Revenues</b>				
410-0000-308.01-00	Construction Cash	-	214,891	-
410-0000-343.40-05	Replacement Sales	1,423,194	1,517,490	1,575,672
410-0000-343.40-07	General Facilities Charge	2,073,659	2,032,447	1,669,251
410-0000-361.11-00	Investment Interest	25,741	25,000	25,000
410-0000-361.12-00	Interest Construction	976	1,000	1,000
410-0000-382.20-00	Revenue Bond Proceeds	-	-	-
410-0000-382.70-00	PWTF Loan	-	-	-
410-0000-397.02-00	Transfers In-WA M&O	1,166,810	2,092,516	1,485,436
410-0000-397.10-07	Transfer In - L.I.D. Fund	-	-	338,802
410-0000-397.11-50	Transfer In-WA Debt Serv	-	3,655,788	3,134,092
410-0000-397.12-00	Transfer In-Water Mitigat	1,000,000	-	-
410-0000-397.13-00	Transfers in-414 Fund	-	1,000,000	-
<b>Total Water Capital Fund Revenues</b>		<b>5,690,380</b>	<b>10,539,132</b>	<b>8,229,253</b>

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Water Capital Fund - Expenditures</i>				
<b>Public Works Water Capital</b>				
<b>Replacement Construction</b>				
410-3417-534.60-99	Capitalized Assets	(1,920,855)	-	-
410-3417-534.90-01	Preliminary Engineering	155,559	-	-
410-3417-534.90-05	Construction Engineering	217,133	-	-
410-3417-534.90-11	Construction Administrative	56,836	-	-
410-3417-534.90-13	Construction/Utilities	1,587,394	-	-
<b>Total Replacement Construction</b>		<b>96,067</b>	<b>-</b>	<b>-</b>
<b>Construction</b>				
410-3418-508.80-00	Unreserved Funds	-	998,920	1,080,763
410-3418-534.60-99	Capitalized Assets	(1,084,146)	-	-
410-3418-534.90-01	Preliminary Engineering	153,323	2,983,219	947,707
410-3418-534.90-05	Construction Engineering	98,945	487,328	446,707
410-3418-534.90-11	Construction Administrative	60,917	-	-
410-3418-534.90-13	Construction/Utilities	1,050,860	5,523,045	5,062,678
410-3418-534.90-22	Purchase of Land	54,712	246,620	-
410-3418-534.90-25	Water Rights Mitigation	98,819	300,000	130,000
410-3418-597.02-01	Transfers out	1,000,000	-	-
410-3418-597.69-01	Transf Out-WA Debt Serv	-	-	561,398
<b>Total Construction</b>		<b>1,433,430</b>	<b>10,539,132</b>	<b>8,229,253</b>
<b>Total Water Capital Fund Expenditures</b>		<b>1,529,497</b>	<b>10,539,132</b>	<b>8,229,253</b>



This Page Intentionally Left Blank

**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 2014 fund requirements are **\$5,946,584**.

**2014 PROJECTS, GOALS AND PRIORITIES**

Wastewater Construction Fund Projects:

- Upgrade Lift Station #18 (Yelm and Intelco)
- Wastewater Comprehensive Plan
- Lift Stations #25 and #31 Pump and Electrical Upgrades
- Martin Way/College Street Sewer ULID or Latecomers
- Steilacoom Regional Liftstation
- STEP Main Air-Vacs
- Tanglewilde East ULID
- Train Depot Sewer
- Carpenter Road Air-Releases and Manholes
- Liftstation 15 – Standby Power & Flowmeter
- Odor Control Equipment – Stockton
- Lakeview Drive Sewer Upsizing

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Wastewater Capital Fund - Revenues</i>				
<b>Revenues</b>				
411-0000-308.00-00	Estimated Beginning Cash	-	-	1,469,125
411-0000-308.01-00	Construction Cash	-	922,343	-
411-0000-343.50-04	Replacement Sales	311,460	315,698	319,048
411-0000-343.50-06	Front Footage	14,320	-	-
411-0000-343.50-08	General Facilities Charge	1,076,378	1,285,650	814,134
411-0000-361.11-00	Investment Interest	4,704	2,500	-
411-0000-361.12-00	Interest Construction	16,061	12,500	17,000
411-0000-366.10-00	Interfund Interest	12,920	231,000	231,000
411-0000-381.10-00	Loans Received	-	382,004	382,004
411-0000-397.03-00	Transfers In-Wastewater	176,737	191,866	344,489
411-0000-397.04-00	Transfers In-411 Const	-	-	2,369,784
<b>Total Wastewater Capital Fund Revenues</b>		<b>1,612,580</b>	<b>3,343,561</b>	<b>5,946,584</b>

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Wastewater Capital Fund - Expenditures</i>				
<b>Public Works Wastewater Capital</b>				
<b>Replacement Construction</b>				
411-3517-535.60-99	Capitalized Assets	(588,113)	-	-
411-3517-535.90-01	Preliminary Engineering	268,507	-	-
411-3517-535.90-05	Construction Engineering	37,189	-	-
411-3517-535.90-11	Construction Administrative	49,621	-	-
411-3517-535.90-13	Construction/Utilities	468,084	-	-
<b>Total Replacement Construction</b>		<b>235,288</b>	-	-
<b>Construction</b>				
411-3518-535.60-99	Capitalized Assets	(56,317)	-	-
411-3518-535.90-01	Preliminary Engineering	392	1,983,148	654,806
411-3518-535.90-05	Construction Engineering	3,664	94,088	535,006
411-3518-535.90-11	Construction Administrative	1,746	-	-
411-3518-535.90-13	Construction/Utilities	53,529	1,066,325	4,756,772
411-3518-535.90-22	Purchase of Land	600	200,000	-
<b>Total Construction</b>		<b>3,614</b>	<b>3,343,561</b>	<b>5,946,584</b>
<b>Total Wastewater Capital Fund Expenditures</b>		<b>238,902</b>	<b>3,343,561</b>	<b>5,946,584</b>



This Page Intentionally Left Blank

**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 2014 are budgeted to be **\$3,269,975** Revenues for this fund come from rates, loans, and grants.

**2014 PROJECTS, GOALS AND PRIORITIES**

- Stormwater Comprehensive Plan
- Vactor Waste Decant Facility
- Chambers Lake Stormwater Facility
- Debris Removal 2014
- Brentwood SW Installation – Design
- Low Impact Development Code Revisions and Stormwater Manual Update
- 2013 Revenue Bond Debt Service Obligations

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Stormwater Capital Fund - Revenues</i>				
<b>Revenues</b>				
412-0000-308.00-00	Estimated Beginning Cash	-	125,000	622,925
412-0000-334.03-13	Dept of Ecology	76,144	-	1,000,000
412-0000-361.11-00	Investment Interest	2,465	1,500	2,500
412-0000-397.05-00	Transfers In-SW Const.	250,000	200,000	-
412-0000-397.10-06	Transfer In-SW M&O	-	-	340,550
412-0000-397.11-52	Transfer In-SW Debt Serv	-	80,000	1,304,000
<b>Total Stormwater Capital Fund Revenues</b>		<b>328,609</b>	<b>406,500</b>	<b>3,269,975</b>

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Stormwater Capital Fund - Expenditures</i>				
<b>Public Works Stormwater Capital</b>				
412-4218-508.80-00	Unreserved Funds	-	175,500	-
412-4218-542.90-01	Preliminary Engineering	92,037	179,750	502,548
412-4218-542.90-04	Storm Drainage	1,850	47,500	2,438,650
412-4218-542.90-05	Construction Engineering	-	3,750	215,175
412-4218-542.90-11	Construction Administrate	2,817	-	-
412-4218-597.02-01	Transfers out	45,000	-	-
412-4218-597.69-05	Transfer Out-SW Debt Serv	-	-	113,602
<b>Total Stormwater Capital Fund Expenditures</b>		<b>141,704</b>	<b>406,500</b>	<b>3,269,975</b>



This Page Intentionally Left Blank

**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.

**BUDGET SUMMARY**

The 2014 budget for the Reclaimed Water Capital Fund is **\$3,000**. 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.

All construction projects have been transferred to the Water Capital Fund for future development.

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Reclaimed Water Capital Fund - Revenues</i>				
<b>Revenues</b>				
414-0000-308.00-00	Estimated Beginning Cash	-	995,000	-
414-0000-331.66-20	Office of Water/WaterShed	220,965	-	-
414-0000-361.11-00	Investment Interest	10,022	5,000	3,000
<b>Total Reclaimed Water Capital Fund Revenues</b>		<b>230,987</b>	<b>1,000,000</b>	<b>3,000</b>

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Reclaimed Water Capital Fund - Expenditures</i>				
<b>Public Works Reclaimed Water Capital</b>				
414-3518-508.80-00	Unreserved Funds	-	-	3,000
414-3518-535.60-99	Capitalized Assets	(730,635)	-	-
414-3518-535.90-01	Preliminary Engineering	193,109	-	-
414-3518-535.90-05	Construction Engineering	5,138	-	-
414-3518-535.90-11	Construction Administrate	39,599	-	-
414-3518-535.90-13	Construction/Utilities	532,388	-	-
414-3518-597.01-07	Transfer Out to 410	-	1,000,000	-
<b>Total Reclaimed Water Capital Fund Expenditures</b>		<b>39,599</b>	<b>1,000,000</b>	<b>3,000</b>



This Page Intentionally Left Blank

**WATER DEBT SERVICE FUND**

The Water Debt Service Fund was created to remove debt obligations from the operating budget.

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.

An estimated \$561,398 is included in the 2014 Budget for interest and principal payments for the 2013 Revenue Bonds. These debt service payments are funded through Water and Stormwater rates and will be transferred into the debt service fund from the capital funds.

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Water Debt Fund - Revenues</i>				
<b>Revenues</b>				
450-0000-308.02-00	Debt Service Cash	-	77,142	3,134,092
450-0000-308.04-00	Depreciation-Balancing	-	3,499,900	3,499,900
450-0000-361.11-00	Investment Interest	132	100	100
450-0000-361.51-07	Penalty-ULID 20	66	-	-
450-0000-361.55-07	Interest-ULID 20	519	-	-
450-0000-383.10-00	Contributed Capital	3,315,401	-	-
450-0000-391.20-01	Proceeds-2013 Bonds	-	6,894,876	-
450-0000-392.00-00	Premiun on Bonds	-	346,752	-
450-0000-397.06-00	Transfers In-Water Fund	-	-	561,398
450-0000-397.11-51	Transfers In-WW Debt Serv	-	138,692	
450-0000-397.11-52	Transfers In-SW Debt Serv	-	65,901	
<b>Total Water Debt Service Fund Revenues</b>		<b>3,316,118</b>	<b>11,023,363</b>	<b>7,195,490</b>

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Water Debt Fund - Expenditures</i>				
<b>Finance - Debt Retirement</b>				
450-3401-508.30-00	Restricted Funds	-	607,425	-
450-3401-508.80-00	Unrestricted Funds	-	3,186,945	-
450-3401-534.82-01	Depreciation-Utilities	3,148,132	3,500,000	3,500,000
450-3401-591.72-05	Principal-2013 Rev Bonds	-	-	291,095
450-3401-592.83-05	Interest-2013 Rev Bonds	-	-	270,303
450-3401-592.84-00	Issue Cost	-	73,205	
450-3401-597.69-02	Transf Out-SW Constructio	-	-	3,134,092
450-3401-597.69-04	Transf Out-WA Constructio	-	3,655,788	-
<b>Total Water Debt Service Fund Expenditures</b>		<b>3,148,132</b>	<b>11,023,363</b>	<b>7,195,490</b>



This Page Intentionally Left Blank

**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.

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	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Wastewater Debt Fund - Revenues</i>				
<b>Revenues</b>				
451-0000-308.02-00	Debt Service Cash	-	138,692	-
451-0000-308.04-00	Depreciation-Balancing	-	2,349,650	2,349,650
451-0000-361.13-00	Int. Earned Debt Reserve	170	350	350
451-0000-383.10-00	Contributed Capital	3,237,601	-	-
451-0000-391.20-01	Proceeds-ULID22	-	-	2,369,784
<b>Total Wastewater Debt Service Fund Revenues</b>		<b>3,237,771</b>	<b>2,488,692</b>	<b>4,719,784</b>

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Wastewater Debt Fund - Expenditures</i>				
<b>Finance - Debt Retirement</b>				
451-3501-535.82-01	Depreciation-Utilities	1,810,284	2,350,000	2,350,000
451-3501-597.02-03	Transfer Out-WW Construct	-	-	2,369,784
451-3501-597.69-01	Transfer Out-WA Debt Service	-	138,692	-
<b>Total Wastewater Debt Service Fund Expenditures</b>		<b>1,810,284</b>	<b>2,488,692</b>	<b>4,719,784</b>



This Page Intentionally Left Blank

**STORMWATER DEBT SERVICE FUND**

The Stormwater Debt Service Fund was created to remove debt obligations from the operating budget.

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.

An estimated \$113,602 is included in the 2014 Budget for interest and principal payments for the 2013 Revenue Bonds. These debt service payments are funded through Water and Stormwater rates and will be transferred into the debt service fund from the capital funds.

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Stormwater Debt Fund - Revenues</i>				
<b>Revenues</b>				
452-0000-308.02-00	Debt Service Cash	-	-	1,304,000
452-0000-308.04-00	Depreciation-Balancing	-	-	1,650,000
452-0000-391.20-01	Proceeds-2013 Bonds	-	1,395,127	-
452-0000-392.00-00	Premium on Bonds	-	70,163	-
452-0000-397.05-00	Transfers In-Stormwater	-	-	113,602
<b>Total Stormwater Debt Service Fund Revenues</b>		-	<b>1,465,290</b>	<b>3,067,602</b>

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Stormwater Debt Fund - Expenditures</i>				
<b>Finance - Debt Retirement</b>				
452-4201-508.80-00	Unreserved Funds	-	1,304,577	-
452-4201-538.82-01	Depreciation-Utilities	-	-	1,650,000
452-4201-591.72-05	Principal-2013 Rev Bonds	-	-	58,905
452-4201-592.83-05	Interest-2013 Rev Bonds	-	-	54,697
452-4201-592.84-00	Issue Cost	-	14,812	-
452-4201-597.69-01	Transf Out-WA Debt Service	-	65,901	-
452-4201-597.69-02	Transf Out-SW Constructio	-	80,000	1,304,000
<b>Total Stormwater Debt Service Fund Expenditures</b>		-	<b>1,465,290</b>	<b>3,067,602</b>



This Page Intentionally Left Blank

### **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 2014 budget for the Equipment Rental Fund is **\$2,481,290** 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.

#### **2014 PROJECTS, GOALS AND PRIORITIES**

- Ensure 2014 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	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Equipment Rental Fund - Revenues</i>				
<b>Revenues</b>				
501-0000-308.00-00	Estimated Beginning Cash	-	231,991	130,000
501-0000-348.10-07	M&O-Police	-	-	344,288
501-0000-348.10-08	M&O-Planning & Comm. Dev.	-	-	15,370
501-0000-348.10-09	M&O-Public Works	-	-	39,753
501-0000-348.10-10	M&O-Parks & Recreation	-	-	20,589
501-0000-348.10-11	M&O-Facilities Maint.	-	-	5,162
501-0000-348.10-12	M&O-Parks Maintenance	-	-	149,711
501-0000-348.10-13	M&O-Water	-	-	229,056
501-0000-348.10-14	M&O-Wastewater	-	-	130,078
501-0000-348.10-15	M&O-Stormwater	-	-	101,251
501-0000-348.10-16	M&O-Streets	-	-	120,594
501-0000-348.10-17	M&O-Animal Services	23,416	30,292	27,904
501-0000-348.10-20	M&O-City Hall Common	-	-	8,265
501-0000-348.10-22	M&O-Fire District #3	73,750	85,174	93,655
501-0000-348.10-23	M&O-Water Resources	-	-	7,407
501-0000-348.10-24	M&O-RAC	-	-	23,955
501-0000-348.20-07	Replacement-Police	553,375	536,177	135,948
501-0000-348.20-08	Replacement-Planning & CD	26,849	24,865	12,202
501-0000-348.20-09	Replacement-Public Works	75,133	100,836	27,278
501-0000-348.20-10	Replacement-Parks & Rec.	25,398	35,671	12,028
501-0000-348.20-11	Replacement-Facility Main	11,645	7,527	8,836
501-0000-348.20-12	Replacement-Parks Maint.	293,439	333,080	145,026
501-0000-348.20-13	Replacement-Water	321,112	411,545	183,436
501-0000-348.20-14	Replacement-Wastewater	199,120	289,861	182,301
501-0000-348.20-15	Replacement-Stormwater	177,301	193,673	115,437
501-0000-348.20-16	Replacement-Streets	224,406	260,938	94,309
501-0000-348.20-20	Replacement-City Hall	28,251	22,217	17,165
501-0000-348.20-23	Replacement-Water Resourc	13,571	13,873	7,570
501-0000-348.20-24	Replacement-RAC	72,898	83,883	77,381
501-0000-361.11-00	Investment Interest	14,642	13,238	15,335
501-0000-365.10-21	City Shops	46,885	21,438	-
501-0000-369.13-00	Proceeds from Assets	41,798	-	-
501-0000-369.40-00	Court Fees/Judgments	23,729	-	-
501-0000-383.11-00	From Governmental Funds	27,149	-	-
501-0000-387.00-00	Residual Equity Trans In	76,180	-	-
<b>Total Equipment Rental Fund Revenues</b>		<b>2,350,047</b>	<b>2,696,279</b>	<b>2,481,290</b>

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Equipment Rental Fund - Expenditures</i>				
<b>Public Works Equipment Rental</b>				
<b>General Services</b>				
501-4801-508.80-00	Unreserved Funds	-	-	72,390
501-4801-548.10-01	Salaries-Regular	116,323	122,623	123,878
501-4801-548.10-05	Salaries-Overtime	313	200	200
501-4801-548.20-01	Employer Paid Benefits	43,621	48,856	47,731
501-4801-548.31-01	Office & Operating Supply	732	750	750
501-4801-548.31-17	Supplies-Uniform Purchase	1,318	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	-	300	300
501-4801-548.43-03	Registrations	485	1,500	1,500
501-4801-548.45-02	IMS Rental	6,984	7,345	7,896
501-4801-548.46-02	Insurance-Fire/Property	5,915	6,037	6,037
501-4801-548.46-04	Insurance-Vehicle	27,798	23,530	30,018
501-4801-548.46-06	AWC-L & I Pool	-	515	515
501-4801-548.47-01	Utility-Electrical	-	-	5,001
501-4801-548.47-02	Utility-City of Lacey	-	-	4,300
501-4801-548.48-01	Rep & Maint-Equipment	131	650	650
501-4801-548.48-03	Rep & Maint-Facilities	75	2,896	2,896
501-4801-548.49-10	Uniform Contract/Cleaning	576	1,000	1,000
501-4801-548.49-35	CDL-Physicals/Licenses	-	172	172
501-4801-548.50-02	Common Facilities-1902	11,145	15,197	-
501-4801-548.60-01	Capital Outlays-Equipment	-	80,000	-
501-4801-548.60-02	Capital Outlays-Replace	285,444	579,871	382,587
501-4801-548.60-99	Capitalized Fixed Asset	(272,287)	-	-
501-4801-548.65-02	Depreciation-Vehicles	720,677	693,512	693,512
<b>Total General Services</b>		<b>949,250</b>	<b>1,588,854</b>	<b>1,385,233</b>
<b>Preventative Maintenance</b>				
501-4802-548.10-01	Salaries-Regular	112,544	118,502	121,651
501-4802-548.10-05	Salaries-Overtime	-	200	200
501-4802-548.10-06	Salaries-Part-Time	5,494	9,647	9,776
501-4802-548.20-01	Employer Paid Benefits	50,923	58,004	56,979
501-4802-548.31-01	Office & Operating Supply	76,303	75,000	75,000
501-4802-548.31-02	Small Tools & Equipment	3,847	5,000	5,000

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Equipment Rental Fund - Expenditures</i>				
<b>Public Works Equipment Rental</b>				
<b>Preventative Maintenance-Continued</b>				
501-4802-548.31-27	Software Upgrade	2,735	2,900	2,900
501-4802-548.41-01	Prof. Svc-Other	214	1,000	1,000
501-4802-548.48-01	Rep & Maint-Equipment	37,395	50,000	50,000
501-4802-548.49-30	Software Maintenance	1,734	1,595	1,595
<b>Total Preventative Maintenance</b>		<b>291,189</b>	<b>321,848</b>	<b>324,101</b>
<b>Fuel, Oil, Tires</b>				
501-4803-548.10-01	Salaries-Regular	20,654	21,834	22,362
501-4803-548.20-01	Employer Paid Benefits	9,023	9,943	9,794
501-4803-548.31-01	Office & Operating Supply	919	700	700
501-4803-548.34-01	Fuel	376,867	500,800	500,800
501-4803-548.34-02	Diesel	197,040	221,000	207,000
501-4803-548.34-03	Tires	26,657	27,500	27,500
501-4803-548.41-01	Prof. Svc-Other	140	2,000	2,000
501-4803-548.48-01	Rep & Maint-Equipment	235	1,800	1,800
<b>Total Fuel, Oil, Tires</b>		<b>631,535</b>	<b>785,577</b>	<b>771,956</b>
<b>Total Equipment Rental Fund Expenditures</b>		<b>1,871,974</b>	<b>2,696,279</b>	<b>2,481,290</b>

### **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 2014 budget for Information Management Services is **\$1,782,819** 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.

#### **2014 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	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Information Management Service Fund - Revenues</i>				
<b>Revenues</b>				
502-0000-308.00-00	Estimated Beginning Cash	-	143,501	234,999
502-0000-348.10-01	M&O-City Manager	-	-	9,055
502-0000-348.10-02	M&O-Finance	-	-	29,520
502-0000-348.10-03	M&O-City Council	-	-	2,742
502-0000-348.10-05	M&O-Public Affairs/HR	-	-	20,772
502-0000-348.10-06	M&O-Community Bldgs	-	-	5,485
502-0000-348.10-07	M&O-Police	-	-	128,315
502-0000-348.10-08	M&O-Planning & Comm. Dev.	-	-	50,324
502-0000-348.10-09	M&O-Public Works	-	-	43,740
502-0000-348.10-10	M&O-Parks & Recreation	-	-	23,587
502-0000-348.10-11	M&O-Facilities Maint.	-	-	1,371
502-0000-348.10-12	M&O-Parks Maintenance	-	-	30,646
502-0000-348.10-13	M&O-Water	-	-	182,442
502-0000-348.10-14	M&O-Wastewater	-	-	91,942
502-0000-348.10-15	M&O-Stormwater	-	-	50,371
502-0000-348.10-16	M&O-Streets	-	-	26,706
502-0000-348.10-20	M&O-City Hall Common	-	-	543,575
502-0000-348.10-21	M&O-Equipment Rental	-	-	5,900
502-0000-348.10-23	M&O-Water Resources	-	-	20,158
502-0000-348.10-24	M&O-RAC	-	-	6,316
502-0000-348.20-01	Replacement-City Manager	13,642	14,689	5,210
502-0000-348.20-02	Replacement-Finance	31,700	36,363	6,723
502-0000-348.20-03	Replacement-City Council	2,707	3,072	429
502-0000-348.20-05	Replacement-PA/HR	21,745	27,556	9,473
502-0000-348.20-06	Replacement-Comm Bldgs	7,678	7,197	1,445
502-0000-348.20-07	Replacement-Police	203,106	208,444	66,923
502-0000-348.20-08	Replacement-Planning & CD	69,420	80,487	24,458
502-0000-348.20-09	Replacement-Public Works	67,806	65,059	18,892
502-0000-348.20-10	Replacement-Parks & Rec.	41,129	42,383	16,021
502-0000-348.20-11	Replacement-Facility Main	1,462	1,533	568
502-0000-348.20-12	Replacement-Parks Maint.	10,031	13,484	3,853
502-0000-348.20-13	Replacement-Water	182,529	166,044	21,910
502-0000-348.20-14	Replacement-Wastewater	63,918	68,112	6,766
502-0000-348.20-15	Replacement-Stormwater	34,841	40,359	4,343
502-0000-348.20-16	Replacement-Streets	17,520	18,235	3,772
502-0000-348.20-20	Replacement-City Hall	733,272	628,575	67,665
502-0000-348.20-21	Replacement-Equip Rent	6,984	7,345	1,996

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Information Management Service Fund - Revenues/Expenditures</i>				
<b>Finance</b>				
<b>Revenues</b>				
502-0000-348.20-23	Replacement-Water Resourc	15,752	24,570	7,715
502-0000-348.20-24	Replacement-RAC	9,554	10,106	2,191
502-0000-361.11-00	Investment Interest	4,226	4,500	4,500
502-0000-365.90-21	City Shops	86,335	90,880	-
502-0000-369.10-00	Sale of Scrap & Surplus	2,027	-	-
502-0000-383.11-00	From Governmental Funds	9,076	-	-
502-0000-387.00-00	Residual Equity Trans In	5,881	-	-
<b>Total Information Mgmt. Services Fund Revenues</b>		<b>1,642,341</b>	<b>1,702,494</b>	<b>1,782,819</b>
<b>Total City Revenues</b>		<b>93,976,375</b>	<b>110,907,697</b>	<b>109,045,041</b>
<b>Expenditures</b>				
<b>Central System Support</b>				
502-1801-518.10-01	Salaries-Regular	203,420	209,575	206,536
502-1801-518.10-05	Salaries-Overtime	175	3,000	3,000
502-1801-518.20-01	Employer Paid Benefits	78,350	89,698	85,496
502-1801-518.31-01	Office & Operating Supply	5,815	14,000	14,000
502-1801-518.31-27	Software Upgrade	2,079	8,000	8,000
502-1801-518.41-25	Prof. Svc-Computer	144	10,000	10,000
502-1801-518.42-01	Communications-Telephone	11,419	18,120	18,120
502-1801-518.42-05	Communications-Webhosting	2,520	6,000	6,000
502-1801-518.43-01	Transportation/Per Diem	1,164	8,000	8,000
502-1801-518.43-02	Dues, Subscriptions, Publ	541	2,000	2,000
502-1801-518.43-03	Registrations	275	8,000	8,000
502-1801-518.46-06	AWC-L & I Pool	-	144	144
502-1801-518.48-01	Rep & Maint-Equipment	1,351	2,000	2,000
502-1801-518.49-02	Printing & Binding	-	500	500
502-1801-518.49-05	Professional Development	-	9,000	9,000
502-1801-518.49-30	Software Maintenance	248,849	180,000	182,663
502-1801-518.49-31	Hardware Maintenance	43,173	52,000	52,000
502-1801-518.49-67	Web Services	6,140	2,000	2,000
<b>Total Central System Support</b>		<b>605,415</b>	<b>622,037</b>	<b>617,459</b>

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Information Management Service Fund - Expenditures</i>				
<b>Finance Expenditures</b>				
<b>PC &amp; Network Support</b>				
502-1802-518.10-01	Salaries-Regular	356,617	384,144	394,076
502-1802-518.10-05	Salaries-Overtime	1,253	3,000	3,000
502-1802-518.20-01	Employer Paid Benefits	136,196	160,309	158,274
502-1802-518.31-01	Office & Operating Supply	6,134	10,000	10,000
502-1802-518.41-25	Prof. Svc-Computer	6,844	7,500	7,500
502-1802-518.43-01	Transportation/Per Diem	186	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	183,028	150,000	242,000
502-1802-518.60-09	Software Assurance	50,494	60,000	60,000
502-1802-518.60-99	Capitalize Assets	(17,483)	-	-
502-1802-518.65-04	Depreciation-IMS Equip	152,992	140,000	140,000
<b>Total PC &amp; Network Support</b>		<b>876,261</b>	<b>935,953</b>	<b>1,035,850</b>
<b>Help Desk</b>				
502-1803-518.10-01	Salaries-Regular	83,207	90,191	79,755
502-1803-518.10-05	Salaries-Overtime	192	1,500	1,500
502-1803-518.20-01	Employer Paid Benefits	34,148	39,913	35,355
502-1803-518.31-01	Office & Operating Supply	4,346	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
<b>Total Help Desk</b>		<b>121,893</b>	<b>144,504</b>	<b>129,510</b>
<b>Total Information Mgmt. Services Fund Expenditures</b>		<b>1,603,569</b>	<b>1,702,494</b>	<b>1,782,819</b>
<b>Total City Expenditures</b>		<b>81,039,049</b>	<b>110,907,697</b>	<b>109,045,041</b>

# ANIMAL SERVICES



## *2014 FINAL BUDGET*



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

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

[www.jointanimalservices.org](http://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 twelfth 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 2013, 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 2014 budget for the Animal Services Fund is \$2,025,345.

**2014 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.
- Seek opportunities to provide resources for pets for homeless and/or indigent pet owners.
- Improve and maintain quality of educational and informational materials and venues such as social media, 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.
- Implement more effective and streamlined appeal procedure for dangerous dog and potentially dangerous dog designations.

**2014 COST DISTRIBUTION BY PARTICIPATING AGENCIES:**

	M & O DEBT RETIREMENT	
<b>THURSTON COUNTY</b>	<b>\$ 587,333</b>	<b>\$ -</b>
<b>OLYMPIA</b>	<b>\$ 256,634</b>	<b>\$ 22,998</b>
<b>LACEY</b>	<b>\$ 240,779</b>	<b>\$ -</b>
<b>TUMWATER</b>	<b>\$ 101,047</b>	<b>\$ -</b>

Account Number.	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Joint Animal Services</i>				
<b>Revenues</b>				
503-0000-308.00-00	Estimated Beginning Cash	-	395,855	331,155
503-0000-322.30-01	Th County-License Sales	89,514	85,000	87,000
503-0000-322.30-02	Olympia-License Sales	53,570	51,500	53,000
503-0000-322.30-03	Lacey-License Sales	44,194	42,200	44,200
503-0000-322.30-04	Tumwater-License Sales	17,017	15,500	17,000
503-0000-322.30-05	Dangerous Dog Registrare	966	200	200
503-0000-337.06-00	Grants-Educ & Vet Care	35,994	-	-
503-0000-337.08-00	Restricted-Sup/Med/Vaccin	6,043	2,750	2,750
503-0000-337.09-00	Restricted-Prof Svc Other	6,630	2,500	2,500
503-0000-337.10-00	Restricted-Vet Services	12,850	5,000	5,000
503-0000-337.12-00	Restricted-Public Educ	5,972	2,500	2,500
503-0000-337.69-10	Stay-At-Work Program	2,978	-	-
503-0000-338.39-01	Th County-Assessment	523,576	568,695	587,333
503-0000-338.39-02	Olympia-Assessment	221,251	247,080	256,634
503-0000-338.39-03	Lacey-Assessment	221,251	233,562	240,779
503-0000-338.39-04	Tumwater-Assessment	92,577	98,363	101,047
503-0000-343.93-01	Reclaims-Thurston County	12,162	13,500	14,000
503-0000-343.93-02	Reclaims-Olympia	4,842	5,000	5,500
503-0000-343.93-03	Reclaims-Lacey	5,807	4,400	4,800
503-0000-343.93-04	Reclaims-Tumwater	1,388	1,400	1,320
503-0000-343.93-05	Reclaims-Non City/county	2,259	1,200	2,200
503-0000-361.11-00	Investment Interest	5,303	6,000	5,000
503-0000-362.40-00	Facility Rentals	6,000	6,000	6,000
503-0000-362.41-00	Rental Fees Traps	1,404	2,500	2,500
503-0000-367.05-00	Donation-Catalog Sales	42,784	34,000	34,000
503-0000-367.06-00	Donation-Private Sources	57,992	13,200	15,000
503-0000-367.12-00	Donations-Special Events	6,531	6,500	6,500
503-0000-367.24-00	Off Leash Park Donations	(74)	-	-
503-0000-369.20-01	Adoptions-Thurston County	8,934	12,250	8,200
503-0000-369.20-02	Adoptions-Olympia	4,051	6,000	4,800
503-0000-369.20-03	Adoptions-Lacey	3,517	4,000	2,900
503-0000-369.20-04	Adoptions-Tumwater	1,718	1,400	1,400
503-0000-369.20-05	Adoptions-Non City/County	6,659	7,000	7,000
503-0000-369.20-06	Adoptions-Promo Project	68,799	75,000	66,000
503-0000-369.40-00	Court Fees/Judgments	1,304	2,000	2,000
503-0000-369.40-01	Shelter Fees	23,486	26,000	26,000

Account Number.	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Joint Animal Services</i>				
<b>Revenues</b>				
503-0000-369.81-00	Cash Over & Short	(7)	-	-
503-0000-369.90-00	Other Misc Revenue	750	-	-
503-0006-308.05-00	Bldg Depreciation Asset	-	56,129	56,129
503-0006-338.39-06	Olympia-Loan Assessment	23,821	23,821	22,998
<b>Total Joint Animal Services Revenue</b>		<b>1,623,813</b>	<b>2,058,005</b>	<b>2,025,345</b>

Account Number.	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Joint Animal Services</i>				
<b>Animal Services Expenditures</b>				
<b>General Services</b>				
503-3901-539.10-01	Salaries-Regular	109,895	112,975	116,130
503-3901-539.20-01	Employer Paid Benefits	37,295	41,326	43,285
503-3901-539.31-01	Office & Operating Supply	471	800	800
503-3901-539.31-14	Supplies-Catalog Donation	7,653	10,000	10,000
503-3901-539.41-01	Prof. Svc-Other	518	1,500	1,500
503-3901-539.41-05	Prof. Svc-Audit	-	3,000	1,500
503-3901-539.41-15	Prof. Svc-Legal	-	-	1,500
503-3901-539.41-26	Prof. Svc-Administration	88,456	91,110	93,843
503-3901-539.42-02	Communications-Postage	6	600	600
503-3901-539.43-01	Transportation/Per Diem	-	650	650
503-3901-539.43-02	Dues, Subscriptions, Publ	-	550	550
503-3901-539.43-03	Registrations	40	750	750
503-3901-539.46-01	Insurance-Liability	21,603	23,454	23,454
503-3901-539.46-06	AWC-L & I Pool	1,197	1,428	1,428
503-3901-539.48-01	Rep & Maint-Equipment	-	350	350
503-3901-539.49-02	Printing & Binding	322	450	450
503-3901-539.49-11	Public Education	6,053	7,000	7,000
503-3901-539.49-12	Special Events	1,353	2,000	2,000
503-3901-539.49-25	Assessments/Taxes	17	-	-
503-3901-539.49-27	Bad Debt Expense	164	500	500
503-3901-539.49-30	Software Maintenance	-	3,000	3,000
503-3901-539.49-32	Bankcard Service Fees	3,495	3,000	3,000
Total General Services		278,538	304,443	312,290
<b>Shelter Operations</b>				
503-3902-539.10-01	Salaries-Regular	292,787	306,475	317,868
503-3902-539.10-05	Salaries-Overtime	-	1,500	1,500
503-3902-539.10-06	Salaries-Part-Time	6,560	7,424	7,424
503-3902-539.20-01	Employer Paid Benefits	170,756	187,988	190,246
503-3902-539.20-03	Unemployment Compensation	165	-	-
503-3902-539.31-01	Office & Operating Supply	4,966	5,000	5,000
503-3902-539.31-02	Small Tools & Equipment	1,591	1,500	1,500
503-3902-539.31-17	Supplies-Uniform Purchase	2,164	2,500	2,500
503-3902-539.35-01	Supplies-Food & Cleaning	15,065	15,000	15,000
503-3902-539.35-02	Supplies-Medical/Vaccine	7,662	8,000	8,000
503-3902-539.35-03	Supplies-Euthanasia	495	5,500	5,500
503-3902-539.41-19	Prof. Svc-Vet Services	13,109	15,000	15,000

Account Number.	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Joint Animal Services</i>				
Animal Services Expenditures				
<b>Shelter Operations-Continued</b>				
503-3902-539.41-20	Prof. Svc-Spay, Neuter	53,557	70,000	70,000
503-3902-539.41-21	Prof. Svc-Disposal	22,800	23,500	23,500
503-3902-539.41-22	Prof. Svc-Security System	955	1,500	1,500
503-3902-539.42-01	Communications-Telephone	7,666	8,700	8,700
503-3902-539.42-02	Communications-Postage	1,021	1,500	1,500
503-3902-539.43-01	Transportation/Per Diem	-	1,525	1,525
503-3902-539.43-02	Dues, Subscriptions, Publ	375	450	450
503-3902-539.43-03	Registrations	-	1,725	1,725
503-3902-539.44-03	Adv/Call for Bids	-	100	100
503-3902-539.45-03	Copier Rental	1,423	3,800	3,800
503-3902-539.46-02	Insurance-Fire/Property	2,603	2,657	2,657
503-3902-539.47-01	Utility-Electric	21,022	20,500	20,500
503-3902-539.47-03	Utility-Natural Gas	6,883	9,500	9,500
503-3902-539.47-05	Utility-City of Olympia	15,880	12,000	12,000
503-3902-539.47-08	Utility-Recycled Waste	1,060	1,200	1,200
503-3902-539.48-01	Rep & Maint-Equipment	12,266	92,800	6,800
503-3902-539.48-02	Rep & Maint-Equip Non-Pwr	41	-	-
503-3902-539.48-03	Rep & Maint-Facilities	11,986	13,000	13,000
503-3902-539.49-02	Printing & Binding	1,270	2,000	2,000
503-3902-539.49-23	Custodial	9,648	10,000	10,000
503-3902-539.49-25	Assessments/Taxes	11	-	-
503-3902-539.49-66	Senior Animal Adoptions	259	-	-
503-3902-539.60-01	Capital Outlays-Equipment	3,933	53,000	54,600
503-3902-539.60-02	Capital Outlays-Replace	-	13,150	13,150
503-3902-539.60-03	Capital-Improvements	93,039	90,000	109,700
503-3902-539.60-99	Capitalize Asset	(93,039)	-	-
503-3902-539.65-04	Depreciation-Equipment	13,921	13,150	13,150
503-3902-539.80-83	Interest-Capital Lease	475	-	-
<b>Total Shelter Operations</b>		<b>704,375</b>	<b>1,001,644</b>	<b>950,595</b>
<b>Field Services</b>				
503-3903-539.10-01	Salaries-Regular	178,089	184,037	189,636
503-3903-539.10-05	Salaries-Overtime	280	3,500	3,500
503-3903-539.10-06	Salaries-Part-Time	48,957	54,288	54,288
503-3903-539.20-01	Employer Paid Benefits	109,550	123,305	122,515
503-3903-539.31-01	Office & Operating Supply	478	1,500	1,500

Account Number.	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Joint Animal Services</i>				
<b>Animal Services Expenditures</b>				
<b>Field Services-Continued</b>				
503-3903-539.31-02	Small Tools & Equipment	701	1,600	1,600
503-3903-539.31-17	Supplies-Uniform Purchase	1,754	2,000	2,000
503-3903-539.42-01	Communications-Telephone	5,666	3,750	3,750
503-3903-539.42-04	Communications-Base Radio	1,470	3,025	3,025
503-3903-539.42-05	Comm-Answering Svc	552	1,400	1,400
503-3903-539.43-01	Transportation/Per Diem	-	1,425	1,425
503-3903-539.43-03	Registrations	-	1,625	1,625
503-3903-539.46-04	Insurance-Vehicle	991	839	1,275
503-3903-539.48-01	Rep & Maint-Equipment	260	750	750
503-3903-539.48-09	Rep & Maint-Fleet Mgmt	23,416	22,500	25,440
503-3903-539.49-02	Printing & Binding	384	1,000	1,000
503-3903-539.60-02	Capital Outlays-Replace	-	15,705	15,705
503-3903-539.65-02	Depreciation-Vehicles	16,857	15,705	15,705
Total Field Services		389,405	437,954	446,139
<b>Licensing</b>				
503-3904-539.10-01	Salaries-Regular	56,056	57,461	58,727
503-3904-539.10-06	Salaries-Part-Time	2,840	3,860	3,860
503-3904-539.20-01	Employer Paid Benefits	17,825	17,468	19,382
503-3904-539.31-01	Office & Operating Supply	26	400	400
503-3904-539.31-17	Supplies-Uniform Purchase	265	275	275
503-3904-539.42-02	Communications-Postage	6,957	7,300	7,300
503-3904-539.43-03	Registrations	-	200	200
503-3904-539.44-06	Adv/Public Notices	1,192	2,500	2,500
503-3904-539.48-01	Rep & Maint-Equipment	-	200	200
503-3904-539.49-02	Printing & Binding	5,724	5,600	5,600
<b>Total Licensing</b>		<b>90,885</b>	<b>95,264</b>	<b>98,444</b>
<b>Grants, Education and Vet Care</b>				
503-3905-539.35-02	Supplies-Medical/Vaccine	12,406	21,750	21,750
503-3905-539.41-01	Prof. Svc-Other	9,044	27,500	27,500
503-3905-539.41-19	Prof. Svc-Vet Services	42,426	70,000	70,000
503-3905-539.41-20	Prof. Svc-Spay, Neuter	616	-	-
503-3905-539.49-11	Public Education	6,425	19,500	19,500
503-3905-539.49-69	Licensing Assistance Prog	3,792	-	-
<b>Total Grants, Education and Vet Care</b>		<b>74,709</b>	<b>138,750</b>	<b>138,750</b>

Account Number.	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Joint Animal Services</i>				
Animal Services Expenditures				
<b>Shelter Debt</b>				
503-3906-539.65-06	Replacement-Building	56,129	56,129	56,129
503-3906-539.70-01	Principal on Loan	-	17,590	19,744
503-3906-539.80-21	Interest on Loan	6,202	6,231	3,254
<b>Total Shelter Debt</b>		<b>62,331</b>	<b>79,950</b>	<b>79,127</b>
<b>Total Joint Animal Services Expenditures</b>		<b>1,600,243</b>	<b>2,058,005</b>	<b>2,025,345</b>

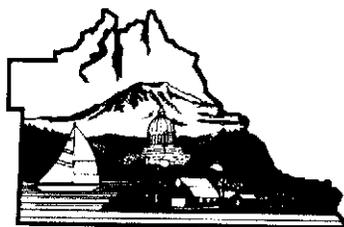


This Page Intentionally Left Blank

# **2014 Budget**

## **Thurston County Narcotics Task Force**





THURSTON COUNTY  
WASHINGTON

This Page Intentionally Left Blank

### **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 Task Force is comprised of a Thurston County Commander, a WSP Sergeant, one Tumwater Detective, two Thurston County Detectives (one covered by grant), one Lacey Detective, one Prosecutor, and one support staff. Except for clerical and prosecutor support, other personnel costs are provided by each member agency and the drug grant.

#### **BUDGET SUMMARY**

The 2014 budget for the Drug Unit is \$554,432. This does not include the cost of member agency personnel assigned to the unit.

#### **2014 PROJECTS, GOALS & PRIORITIES**

- Focus on middle and upper level drug dealers, especially Drug Trafficking Organizations (DTOs).
- Continue the focus of removing illegal drugs from our streets and communities.
- Disrupt and dismantle DTOs through aggressive investigation, prosecution and asset forfeiture.
- Continue public education efforts to decrease consumer demand for illegal narcotics
- Increase the focus on drug trafficking by criminal gangs.
- Address the escalating problem of pharmaceutical diversion.

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Thurston County Narcotics Task Force</i>				
<b>Revenue</b>				
504-0000-308.00-00	Estimated Beginning Cash	-	20,228	15,239
504-0000-332.21-00	Forfeited Property	40,036	-	-
504-0000-332.99-99	HITDA Grant	40,550	52,000	52,325
504-0000-333.07-01	DU - WSP NMI	10,935	12,000	12,000
504-0000-333.16-00	DOJ	159,238	140,052	103,837
504-0000-334.04-21	DU - Commerce	31,318	30,932	30,931
504-0000-338.21-00	Law Enforcement Service	-	10,000	-
504-0000-361.11-00	Investment Interest	452	100	100
504-0000-369.40-00	Court Fees/Judgments	255,673	340,000	340,000
504-0000-369.90-00	Other Misc Revenue	189	-	-
<b>Total Thurston County Narcotics Task Force Revenue</b>		<b>538,391</b>	<b>605,312</b>	<b>554,432</b>

Account Number.	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Thurston County Narcotics Task Force</i>				
<b>Drug Unit Expenditures</b>				
<b>Investigation and Apprehension</b>				
504-2106-521.10-01	Salaries-Regular	49,490	50,467	52,134
504-2106-521.20-01	Employer Paid Benefits	20,194	24,000	22,526
504-2106-521.20-03	Unemployment Compensation	13,442	-	-
504-2106-521.31-01	Office & Operating Supply	6,984	10,000	10,000
504-2106-521.31-02	Small Tools & Equipment	-	-	10,000
504-2106-521.31-15	Evidence Monies	38,922	37,000	35,000
504-2106-521.41-01	Prof. Svc-Other	4,070	9,500	8,000
504-2106-521.41-05	Prof. Svc-Audit	2,424	-	2,500
504-2106-521.41-09	Prof. Svc-Prosecution	-	9,257	18,515
504-2106-521.41-15	Prof Svc-Hearings Officer	4,200	5,000	5,000
504-2106-521.41-24	Prof. Svc-Police Agencies	130,728	160,959	180,491
504-2106-521.41-25	Police Overtime (HIDTA)	-	37,000	-
504-2106-521.41-26	Prof. Svc-Administration	9,925	9,925	9,925
504-2106-521.42-01	Communications-Telephone	16,050	15,000	20,000
504-2106-521.42-02	Communications-Postage	2,555	2,600	2,800
504-2106-521.43-01	Transportation/Per Diem	2,076	1,500	2,000
504-2106-521.43-03	Registrations	2,867	2,000	2,000
504-2106-521.45-02	IMS Rental	8,301	15,000	2,000
504-2106-521.45-03	Copier Rental	1,201	3,800	3,800
504-2106-521.45-10	Rental Facilities	42,000	-	-
504-2106-521.46-04	Insurance-Vehicles	709	800	1,100
504-2106-521.46-06	AWC-L & I Pool	239	200	300
504-2106-521.47-01	Utility-Electric	2,166	-	-
504-2106-521.47-03	Utility-Natural Gas	1,064	-	-
504-2106-521.47-05	Utility-City of Tumwater	429	-	-
504-2106-521.47-07	Utility-Solid Waste	113	-	-
504-2106-521.48-01	Rep & Maint-Equipment	4,008	4,000	2,000
504-2106-521.49-06	Maintenance Contracts	150	-	-
504-2106-521.49-24	Drug Education-10%	16,853	20,000	20,000
504-2106-521.60-01	Capital Outlays-Equipment	10,935	-	-
504-2106-521.60-99	Capitalize Expenditures	(10,935)	-	-
504-2106-521.65-05	Depreciation-Equipment	16,462	16,320	9,645
504-2106-521.80-83	Interest-Capital lease	619	-	-
<b>Total Investigation and Apprehension</b>		<b>398,241</b>	<b>434,328</b>	<b>419,736</b>

Account Number	Description	2012 Actual Revenue/Expense	2013 Amended Budget	2014 Adopted Budget
<i>Thurston County Narcotics Task Force</i>				
Drug Unit Expenditures				
<b>Protective Enforcement</b>				
504-2107-521.41-09	Prof. Svc-Prosecution	85,898	76,642	67,348
504-2107-521.41-24	Prof. Svc-Police Agencies	115,007	94,342	67,348
<b>Total Protective Enforcement</b>		<b>200,905</b>	<b>170,984</b>	<b>134,696</b>
<b>Total Thurston County Narcotics Task Force Expenditures</b>		<b>599,146</b>	<b>605,312</b>	<b>554,432</b>