



2016 BUDGET

CITY OF LACEY, WASHINGTON

City of Lacey, Washington 2016 Budget



Prepared by the
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Mayor



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A Message from Scott H. Spence, City Manager October 22, 2015

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

The proposed 2016 Budget is balanced—providing the necessary means to deliver services to over 46,000 residents and to nearly 24,000 Lacey utility accounts. Investment continues to be made in critical infrastructure projects within the community’s street system, parks, and utilities. Although in many ways the 2016 fiscal outlook appears more positive than in previous years, Lacey’s local government approach to its fiscal management remains unchanged in order to insulate its on-going priorities from an economy that has yet to maintain an upward course for two consecutive years. More importantly, the City of Lacey has a financial path forward that will be memorialized in a 6-year financial plan initiated by the Lacey City Council.

For 2016, the proposed budget totals \$128,447,733. Compared to the 2015 amended budget, this is a 2.0% increase. This increase is mostly attributable to a one-time transfer of funds roughly equal to \$1.8 million. These one-time funds demonstrate an increased emphasis on capital and economic initiatives to be invested within the community in the near future. The City Council endorsed the idea of “Strategic Investment” to meet the City’s economic objectives; the 2016 proposed budget creates the flexibility for funds to be used for that specific purpose.

This budget also maintains a public workforce of 243 full-time employees, not including seasonal employment or part-time staff. Increased staffing levels are not part of this budget proposal. This is essentially the same labor force maintained in the 2015 budget with the exception of changing the status of the economic development coordinator

position within the Community Development Department from a limited term employment opportunity to a full-time employee and the addition of a Washington State Department of Ecology grant funded Stormwater Utility position. Similar to last year’s budget, labor and associated costs represent 65 percent of operating expenditures within the General Fund, and roughly 52 percent within the three utilities (i.e., water, wastewater, and stormwater) operated by the City of Lacey.

The proposed 2016 General Fund Budget totals \$42,401,629. This represents an increase of 6.8% when matched to the amended 2015 budget. Sales taxes and property taxes are the prime contributors to the General Fund Budget representing a little more than 35% of the revenue base to pay for public safety, parks, streets, and other key services relied upon by the community. As noted within the proposed total budget for 2016, the increase to the General Fund Budget is related to the one-time transfer of funds. When adjusted for those transfers, the General Fund Budget’s increase is closer to 2.2%, which is in-line with historical costs associated with labor and inflation.

Similar to last year, the City faced a projected deficit within its General Fund for 2016. As the budget process began, the projected deficit equaled \$477,694. In order to balance the 2016 General Fund Budget, dedicated reserves totaling \$153,586 were used. An improving sales tax base driven by construction and the use of dedicated reserves avoided reductions in services or programs to the Lacey community. This balancing effort was guided by the 6-year planning efforts undertaken by the City Council. Although 2016 represents the smallest projected deficit leading up to budget preparations, it continues as the fourth successive year of recalibrating the budget due to a less than strong economy.

The General Fund Budget continues to maintain key programs and services that

demonstrate why the City of Lacey is a great community. A few of the community enhancement projects are highlighted below:

- Construction of a new modern roundabout at Hogum Bay Rd NE and Willamette Drive NE totaling \$4.1 million.
- A \$100,000 investment to cover the ballfield bleachers at the Regional Athletic Complex.
- LED streetlight conversion project includes \$100,000 for expenditures. This year marks the second year of a multi-year effort to replace Lacey's high pressure sodium powered street lights with new energy efficient lighting.
- The construction of four new pickle ball courts at Rainier Vista Community Park.
- Maintains a \$10,000 commitment to the Lacey Veterans Services Office, which extends services from Tacoma Veterans Center and the Federal Way Veterans Center to serve Lacey veterans and their families.
- Includes approximately \$51,000 of the newly formed Hick Lack Management District.

For the first time in five years, a Lacey Utility Comprehensive Plan will not be under revision or considered for adoption. Each of Lacey's three utilities encompass a multi-year rate structure. Established rates for water continue until 2017, wastewater until 2019, and stormwater rates remain in effect until 2019 respectively. These rates fund the necessary repair and continued investment in Lacey's utility system with an asset valuation close to one-quarter of a billion dollars. Planned utility projects for 2016 include the following:

- Upgrade of Brentwood subdivision's stormwater conveyance system totaling \$380,000.

- Steilacoom Regional Liftstation Construction Project at \$3,024,000. This single project will replace five smaller liftstations currently in use.
- Hoh Street Water Transmission Project totaling \$1,218,000. This project will extend the water transmission from Hoh Street south to Steilacoom Road SE.
- Over 7,100 feet of pipe will be replaced as part of the Shady Lane Waterline Replacement Project at \$1,520,000.
- As part of the Lacey waterline replacement program, a major water transmission line will be constructed connecting College Street SE to Ruddell Road SE totaling \$2,156,000.

2016 also represents a milestone for Lacey—50 years. On December 5, 1966, Lacey officially incorporated as a City boasting 8,000 plus residents. A lot has changed since that time, but one thing remains . . . Lacey is a community—a community with values and a vision to create a place for families and businesses to grow. A year-long celebration is planned to commemorate Lacey's 50th.

I want to thank the Lacey City Council for setting the fiscal tone and establishing the overall direction of the budget. The proposed 2016 Budget document relies upon many individuals and groups within the City of Lacey to execute. Additionally, the dedication of our citizen Boards and Commissions, Department Directors, and city employees is appreciated for their continued and dedicated service to the Lacey community.

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
 Neighborhood Assoc.
 Community Liaison
 Recycling/Solid Waste
 Legislative Liaison
 Animal Services Support
 Special Projects

Recruiting
 Classification/Compensation
 Performance Mgmt.
 Safety/Workers Comp.
 Risk Management
 Employee Asst. Program
 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



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Budget 2016 Summary

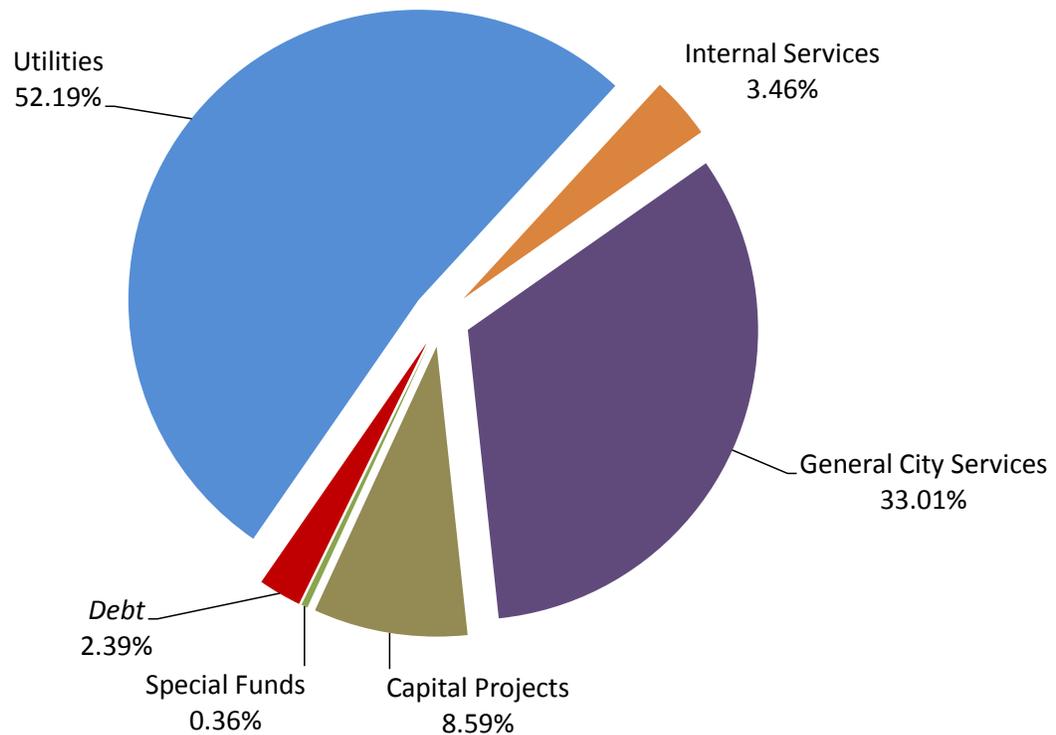
The 2016 budget totals \$128,447,733. This is a \$2,554,866 or 2.03 percent increase compared to the amended 2015 budget. The City continues to live within its means. Service levels are principally maintained and the City continues its long-term track record of investing significantly in quality of life improvements and infrastructure maintenance and construction.

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

The Funds

The Current Expense, Criminal Justice, Community Buildings, Regional Athletic Complex (RAC), City

Total City Budget by Funds \$128,447,733



This summary section of the proposed 2016 budget will focus on the activities, goals, and priorities of the many funds making up the City’s budget. It is our hope that this document becomes more than pages of numbers but an understandable and informative message to you, the reader.

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

Street, and Capital Equipment 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.

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.

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 (27) 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 Regional Public Facilities District.

The General Fund

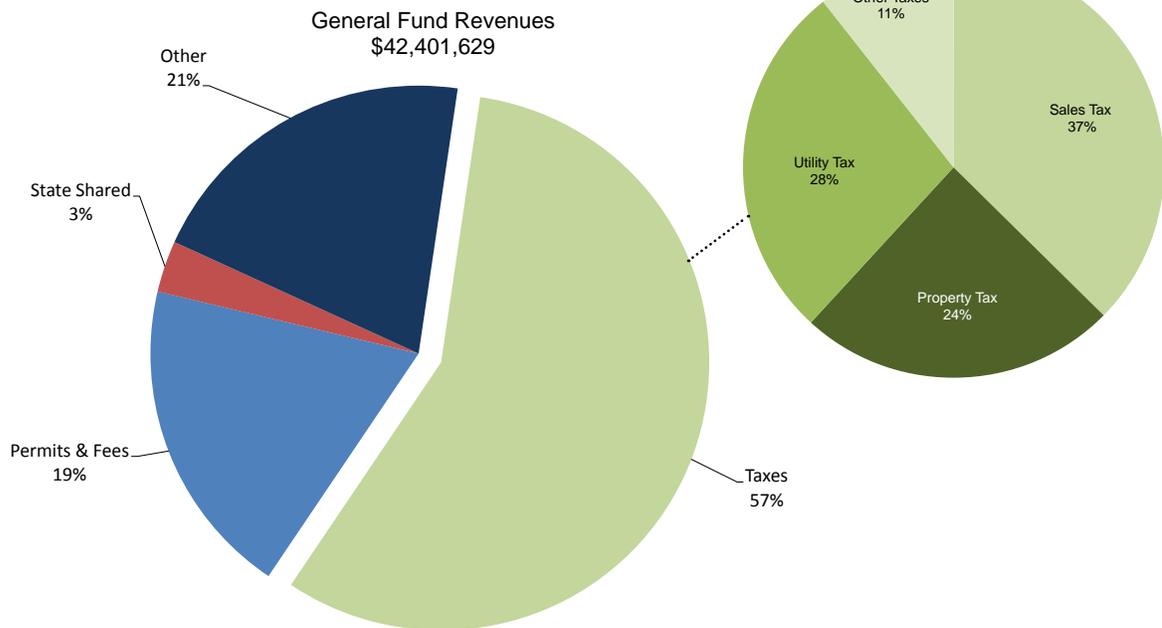
The General Fund provides and accounts for most traditionally recognized local government functions. These include: police services, health and social services, recreation programs, financial and administrative services, community development including planning, zoning, permits, code enforcement and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

percent of the total \$128.4 million budget proposal. Excluding the transfers, the difference is largely associated with cost of labor adjustments, interfund transfers, and inflation.

General Fund - Revenue Summary

Property and sales tax revenues are the dominant income sources for the General Fund. Combined, they total \$14,980,018. Additionally, sales tax in the amount of \$329,800 is received in the General Obligation Debt Fund for principal and interest expense for councilmanic bonds issued in 2006 for the 25,000 square foot addition to City Hall.

The **property tax** levy for 2016 has been determined



The total General Fund budget for 2016 is \$42,401,629, which is 6.8 percent or \$2,696,770 more than the 2015 amended budget. The variance or change to the General Fund Budget expenditures is mostly attributed to increases to the cost of labor and one-time reserve transfers necessary for the implementation of the City Council’s committed reserve designations.

by calculating the one percent allowable limitation, recovering the value of refunds, adding new construction, and the added valuation relating to the 2015 annexation. The one percent adjustment amounts to a \$57,074 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 \$42.4 million public service operating budget.

General Fund services and activities constitute 33.0

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 \$100.6 million and annexation value will increase \$20.7 million. This increase is very significant because new construction and annexation valuation are not subject to the one percent maximum increase limitation. The preliminary estimate indicates that existing overall property assessments may increase 4.0 percent due to market value increases. Based on this information, the City’s regular levy is estimated to be \$5,931,654. As a result, the levy rate will decrease \$0.0323 to \$1.2059 per \$1,000 of assessed property value.

Sales tax receipts for 2015 are exceeding projections, because new construction levels have increased due to major South Puget Sound Community College and North Thurston Public Schools construction projects. Construction levels began to experience significant increases during the fourth quarter of 2014. Overall, retail sales tax has recently shown improvement. 2016 sales tax receipts are projected to increase \$637,179 compared to the original 2015 projection. Similar construction levels are expected through 2016 as a result of the North Thurston Public Schools voter-approved bond levy. Overall, retail sales taxes are projected to grow two percent based on recent growth levels. Sales tax receipts declined significantly during the recent recession and experienced mostly declines during the slow recovery. The following table illustrates the decline following the recession and the recent increases from higher construction levels:

	<u>Sales Tax</u>	<u>Variance</u>
2015 Proj.	9,650,857.46	540,867.90
2014	9,109,989.56	349,231.65
2013	8,760,757.91	32,956.20
2012	8,727,801.71	178,803.60
2011	8,548,998.11	(181,142.10)
2010	8,730,140.21	(28,172.07)
2009	8,758,312.28	(1,097,497.94)
2008	9,855,810.22	(351,387.65)
2007	10,207,197.87	N/A

Current, overall consumer spending is experiencing some growth, but current construction activity increase is having the most impact on sales taxes. The increase to construction activity is not considered sustainable in the long-term outlook, but next two years look promising.

The 2016 Budget anticipates an increase in overall sales tax receipts to \$9,378,164, which is a 7.3 percent increase compared to the 2015 Budget. Retail sales receipts will be distributed to the Current Expense (\$8,373,364), and General Obligation Debt (\$329,800) Funds. The Criminal Justice Fund is projected to receive \$675,000 in sales tax revenue that is collected from a special countywide 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 22.1 percent of the 2016 General Fund budget.

Lacey has benefitted from pre-recession developments that strengthened its collection base making a substantial contribution to supporting our public safety, parks, and transportation needs. Even so, Lacey’s retail sales per capita remains low compared to the surrounding communities. Based on population, Lacey is the 25th largest city in the State, but on a sales tax per-capita basis ranks 81st.

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 2016 will be \$6.67 million.

Since 2014, all utility taxes have been receipted by the Current Expense Fund and then transferred to the Regional Athletic Complex, City Street, Parks and Open Space, and Capital Equipment funds. Previously, utility taxes were receipted directly into the separate funds.

Historically, 1.0 percent utility was dedicated to the Parks and Open Space Fund. 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 became necessary to dedicate 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, different funding sources 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 \$46,842 due to growth and scheduled water rate increases.

“Other taxes” total \$2,569,708 or 6.1 percent of General Fund revenues. It is anticipated that **Business and Occupation tax** revenue will increase slightly compared to the 2015 Budget and total \$1,893,858 in 2016. Admissions taxes projections are unchanged at \$275,000. Card game gambling taxes are expected to increase \$8,000 despite the final phased-in decrease to the card game gambling tax rate. Total gambling tax revenues are expected to be \$400,100 in 2016.

Anticipated revenue from **building permits**,

development review fees, and related services has not been consistent since the recent recession and has decreased significantly since the peak in 2007. The following table illustrates the most recent planning related revenues:

	<u>Planning Fees</u>	<u>Variance</u>
2016 Bud.	1,285,000.00	140,000.00
2015	1,145,000.00	(414,016.51)
2014	1,559,016.51	442,899.15
2013	1,116,117.36	(168,984.61)
2012	1,285,101.97	(59,303.17)
2011	1,344,405.14	311,606.94
2010	1,032,798.20	36,065.95
2009	996,732.25	(744,163.68)
2008	1,740,895.93	(1,557,796.35)
2007	3,298,692.28	N/A

Residential housing construction volume has slowed considerably since the 2006 housing peak, but recently has been exceeding historic levels. As of the end of this past September, 239 single-family permits have been issued. The following table illustrates the ten most recent years’ single family residence building permit issuances:

	<u>Single Family Permits Issued</u>
2015 YTD	239
2014	314
2013	213
2012	287
2011	219
2010	266
2009	301
2008	345
2007	792
2006	1122
2005	836

It is anticipated the 2014 and 2015 permit issuance volume will continue through 2016.

Many of the functions performed by the City are

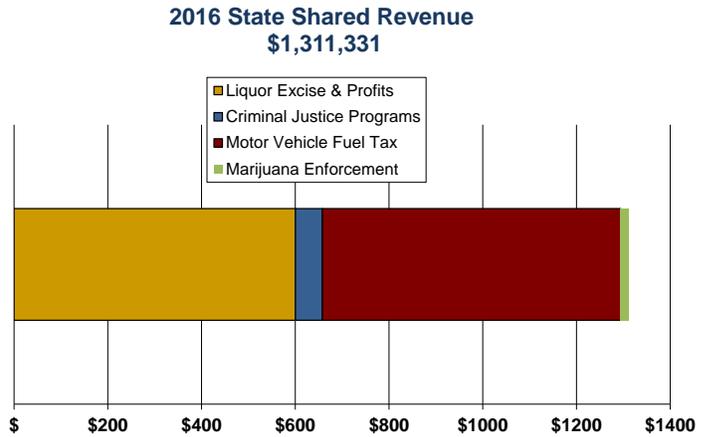
financed or partially reimbursed through service fees and user charges. These *fees for service* total \$6,696,712 and represent 15.8 percent of the General Fund revenues. The most significant amount, \$4,618,118, comes from Public Works engineering, water resources, and maintenance support services 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 \$106,188 to \$988,326. The most significant increase is the anticipated fees from the scheduling of the Nisqually Ball Fields on behalf of the North Thurston School district.

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 \$1,311,332 in fiscal year 2016. Historic funding levels for state-shared revenues were thought to be in jeopardy due to the budget challenges faced by the State. The adopted State Budget preserves historic funding levels and restores Liquor Excise Taxes to pre-liquor privatization levels (2011). The previous Washington State biennial budget shifted 50 percent the local liquor excise distributions to the State’s General Fund Budget. This Legislative session also adopted marijuana reforms taxation (HB 2136), which will provide revenue sharing equal to \$17,451 during 2016.

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. The transportation package

(ESSB 5987) includes a direct distribution of new fuel taxes. The 2016 Budget allocates the new state-shared revenue in the Arterial Street Fund. This accounting of the new revenues helps address the City Council’s priority to find replacement funding for the suspended



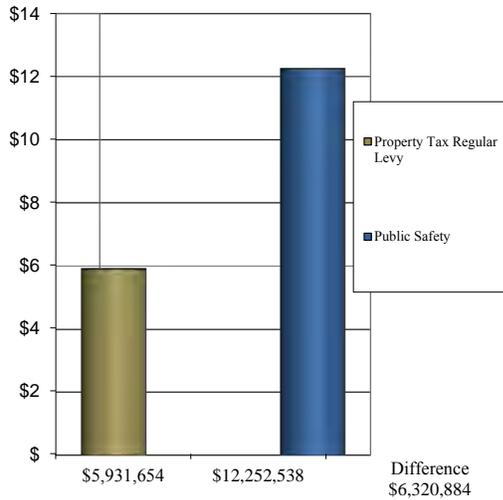
Street Overlay Program. State-shared revenues, including the Fuel Tax allocated to the Arterial Street Fund (\$356,397), total \$35.86 per capita. This funding level is approximately the same state-shared funding level as prior to the impact of the “Great Recession” on the State budget.

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 \$12,252,538 in 2016, which represents 28.9 percent of all expenses within this \$42.4 million fund.

The corresponding chart on the next 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

Public Safety Compared to Entire Regular Property Tax Levy



taxes falls \$6,320,884 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 \$9,876,481, an increase of \$144,436 over the amended 2015 budget. The Police Department budget alone represents 23.3 percent of



Active Shooter Training

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) became the first city in Thurston County 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.

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. 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 2016 Community Buildings Fund budget totals \$514,583.

Registration and service fees, for the myriad of recreation programs Lacey Parks offers, are estimated at \$988,326, or about 38.7 percent of the \$2,551,850 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, Dragon Boat Festival, 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 to 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 \$163,478 in 2016. 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 2016 budget assumes that the City's contribution will be \$42,212. 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 the recently completed Woodland District Strategic plan.

The number of residential housing permit applications

as of the end of September totaled 239 compared to 248 this time last year and 157 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 pace through 2016. Revenues projections for development proposals, permits, and building fees for 2016 have been adjusted accordingly.

The Community Development Department budget totals \$2,176,334, a 0.5 percent decrease compared to the amended 2015 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 \$4,618,118 or 10.9 percent of General Fund revenues. Expenditures will be \$10,942,058, or 25.8 percent of all General Fund activity.

The *Engineering Division* work program for 2016 continues to be dominated by the demands of transportation and utility capital improvement projects. The focus is fixed on water rights mitigation, well replacement, waterline improvement/replacement, lift station rehabilitation, Steilacoom Regional Liftstation, stormwater line installation, Vactor Waste Decant Facility, College Street improvements, Hogum Bay Road improvements, Marvin Road Safety and Capacity improvements, Smart Corridors Phase II (traffic controllers), 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 \$2,940,140, an increase of \$110,923 or 3.9 percent.

The *Water Resource Division* of Public Works faces a full schedule of responsibilities and projects for

2016. Water Resource personnel are not only heavily involved in mitigating 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 \$1,335,552. This is a \$34,858 increase.

The *Facilities Management Division* will have a budget of \$492,971, an increase of \$41,714 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 component to meeting the significant workload of this division. The Parks Maintenance operating budget totals \$2,590,606, an increase of \$42,846. This increase can be attributed to funding 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 2016 City Street fund budget totals \$3,504,352, an increase of

\$216,255. Funds for this program come primarily from the motor vehicle fuel tax and dedicated utility tax revenues. City streets continue to be very well maintained with the majority of our roadways rated as being in good or excellent condition.

Regional Athletic Complex – Operating Fund

The *Regional Athletic Complex - Operating Fund* is responsible maintaining the fields and facilities as well as managing the scheduling of tournaments and events at this park. The 2009 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 2009, 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. During 2014, a long-range financial plan was developed by city staff and accepted by the Board of Park Commissioners. The financial plan was updated in 2015 and approved by the Board of Park Commissioners. It is expected that the City Council will endorse the plan early 2016. The financial plan outlines the use of the remaining Thurston County financial settlement through the year 2021 and continued use of City utility taxes.

The operating budget for the RAC is \$1,059,126. Field



use, sponsorship, concession contracts, and rental fees of \$452,500 need to be supplemented by contributions from Lacey's Lodging Tax fund (\$157,000), \$249,626 from the City, and \$200,000 from Public Facilities District (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 software, computers, vehicles, tools, 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 2016 Capital Equipment Fund budget totals \$1,601,984. 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 partially continue in 2016 by using committed reserves established by the City Council in 2013. The 2016 program will be limited to the portion of the 2015 program that is being delayed to align it with utility projects. Equipment and facility replacement remains flat due to limited growth to revenues and increases in operation and maintenance expenditures. However, the 2016 Capital Equipment Fund budget includes a one-time \$560,000 transfer necessary for the implementation of the City Council's committed reserve designations.

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 2016 totals \$7,000 and does not include any proposed projects for 2016.

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 planned to transfer some of the utility tax revenue to the Current Expense and the RAC Operating Fund to assist with the ongoing cost of maintaining these facilities. The 2016 budget provides \$642,464 for this purpose.

Unfortunately, beginning in 2014 it became necessary to use the remainder of the dedicated 1.0 percent utility tax for the maintenance of other park facilities. Previously, the remaining dedicated funds were placed into reserves for future park acquisitions and park development.

Arterial Street Fund

The 2016 Arterial Street Fund budget totals \$9,237,323, which is \$980,879 more than last year’s budget. Several significant projects have been under construction during 2015 and will continue in 2016. These include College Street corridor improvements and corridor improvements in the Hawks Prairie area, and completion of the 2015 Street Overlay Program. In order for the successful overlay program to continue beyond 2016, a funding source will need to be identified. 2016 is the last year the City Council established reserves will fund the program.

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, Smart

Corridors, and Hogum Bay Road. Their skill in matching our needs with potential grant funds is second to none.

In 2016, the City will allocate the following resources to match grants and construct several transportation improvements: \$1,500,000 Real Estate Excise Tax and \$356,397 State Fuel Tax. Approximately \$485,088 of 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 2016 and will require the following resources during the 2016 budget year:

Rainier Road Improvements	\$ 65,000
Carpenter Road Widening	7,500
Willamette Dr. & 31 st Ave Intersection Improvements	428,754
College St. & 22 nd Ave Roundabout	2,260,500
Hogum Bay Road Improvements	4,054,069
Smart Corridors Phase II	712,500
2015 Street Overlay	500,000
Hawks Prairie Road/Marvin Road Roundabout Design	120,000
Mullen Road – Thurston County	10,000
Ruddell Road Sidewalk/Retaining Walls	74,000
Sleater-Kinney/Woodland Trail Pedestrian Crossing	30,000
Marvin Road Safety and Capacity Improvements	820,000
Miscellaneous 2016 Minor Projects	<u>155,000</u>
Total	\$ 9,237,323

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 adopted for 2016:

Lacey Museum Operations	\$ 48,500
Lacey Chamber of Commerce – Visitor Services & Community Profile	25,000
Washington Center for the Performing Arts	15,600
Visitor and Convention Bureau – Events Guide and Visitor Services	80,000
Fun Fair	9,500
Jazz Festival	30,000
Summer’s End at Lacey (classic car show)	4,000
S.T.E.M. Fair	3,000
Senior Games	10,000
Mushroom Festival – Hawks Prairie Rotary	25,000
Southsound Barbeque Festival	10,000
Huntamer Park Concerts and Events	4,500
Ethnic Celebration	4,500
Lacey Days	10,000
St. Martin’s University Dragon Boat Festival	5,000
Olympic Flight Museum	3,000
Black Hills Triathlon in Lacey	4,000
Tour de Lacey	10,000
Regional Sports & Events Complex (Marketing & Promotion)	<u>157,000</u>
Total	\$458,600

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 (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 \$458,600 with \$33,600 coming from reserves and interest earnings. Recently, the economy has negatively affected lodging revenues and interest earnings, but the efforts funded by the recently approved Thurston County Tourism Promotion Area are expected to increase lodging revenues in 2015 and 2016.

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 \$901,500. Of that amount, \$573,150 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 and bleacher covers at the Regional Athletic Complex.



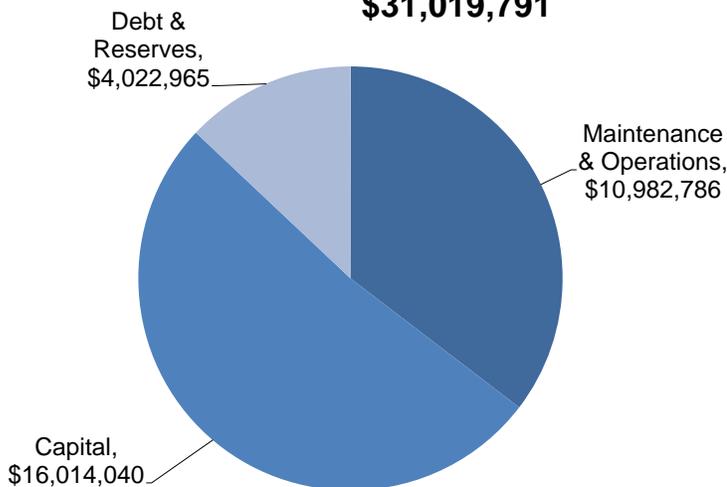
Water Utility Fund

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

additional 1,200 gallons per minute of groundwater.

The cost of building chlorination facilities and a water treatment plant has required an interfund loan from the Wastewater Construction Fund in the amount of \$10 million. The 2016 Budget includes appropriations for full payoff of the outstanding interfund loan. In spite of the challenges acquiring additional water rights

2016 Water Utility Budget \$31,019,791



23,908 water accounts, the City’s Water Utility serves approximately 58,336 customers. As an enterprise fund, the Water Utility must be self-supporting through the collection of fees for service and system connection charges.

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.

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



Prairie water treatment plant next to the well and reservoir on Marvin Road. This \$12 million facility is now functioning and is capable of treating an

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 2016 Maintenance and Operations budget totals \$10,982,786, a \$1,113,059 or 11.3 percent increase over the 2015 amended budget.

The 2016 budget does not include the addition of any

personnel or new operating requirements. However, adjustments to labor expenses and increasing transfers to the capital fund 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 2016 to stay current with these expenses and future capital improvement program needs. Because of this increase, a customer using 900 cubic feet of water will pay approximately \$2.04 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 2016, and complete waterline modifications in various service areas.

The capital budget for 2016 totals \$16,014,040 and includes the following projects:

Lacey Share of the Brewery Studies	\$ 32,000
Telemetry Control Cla-Vals	600,000
College & 22 nd Avenue Roundabout – Watermain Improvements	600,000
Water Rights Mitigation	10,000
Smith Farm Construction & On-Going Farm Management	30,000
Shoreline Monitoring Well (Water Mitigation)	21,000
Well Source 15 and 16 Replacement (Beachcrest)	735,000
Groundwater Monitoring Well	17,000
Hawks Prairie Water Treatment Facility Recycle Equipment	100,000
Steilacoom Road Watermain – Thurston County	100,000
2014 Waterline Replacement (Skokomish)	50,000
Westside BPS VFDs and On-site Generator	648,000
SW 337 Pressure Zone Study	50,000
2015 Critical Valves	5,000
Judd Hill Reservoir – Emergency Overflow Design	340,000
Hoh Street Transmission	1,218,000
Hawks Prairie Water Treatment Facility Pump Hatch	8,000
Hawks Prairie Wellfield	52,000
College Street to Ruddell via Brentwood – Transmission/Replacement	2,156,000
Reclaimed Water Comprehensive Plan	180,000
Capitol City Golf Course Fireflow	160,000
Horizon Pointe/66 th Avenue Water	80,000
Transmission/Development Projects	100,000
Overflow for Union Mills Reservoir	50,000
Reservoirs Interior Coating Reporting	50,000
2016 Waterline Replacement (Shady Lane)	1,520,000
Survey for Future Watermain Replacement	120,000
Union Mills Reservoir Seismic Upgrade	185,000

2016 Critical Valves	100,000
2016 Well Review/Analysis	71,500
2017 Watermain Replacement, Project 1	110,000
2017 Watermain Replacement, Project 2	110,000
2016 Revenue Bond Debt Service Obligations	502,540
Interfund Debt Service Retirement	5,903,000

Revenue for system construction projects comes from General Facility Connection (GFC) charges, front footage charges, and user rates. Major system improvements are funded in large part through the assessment of the General Facility Charge (GFC) which is paid by all new customers connecting to the City’s water system. The 2016 GFC fee for a standard 5/8” connection, a typical single-family home meter size, will increase 6.0 percent to \$6,123. 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 2015 Revenue Bonds and Wastewater Construction Fund.

An estimated \$502,540 is

included in the 2016 Budget for interest and principal payments for the 2013 Revenue Bonds. These debt service payments are funded through Water rates and will be transferred into the debt service fund from the capital fund.

By the end of 2008, the Water Capital Fund had an outstanding \$10 million interfund loan from the Wastewater Capital Fund. Water system improvements relating to water treatment made the interfund

loan necessary. As of year-end 2015, it is expected that the outstanding balance will be \$5.9 million. Revenue from user fees and connection charges and timing changes of the water capital improvement plan will provide the necessary resources to retire the interfund loan in 2016. The 2016 Budget includes appropriations to pay the interfund loan balance in full.



Wastewater Utility Fund

Lacey’s Wastewater Utility provides service to over 16,710 connections. Lacey is responsible for the utility’s collection system, while the Lacey, Olympia, Tumwater, Thurston County Alliance aka LOTT, provides wastewater treatment services.

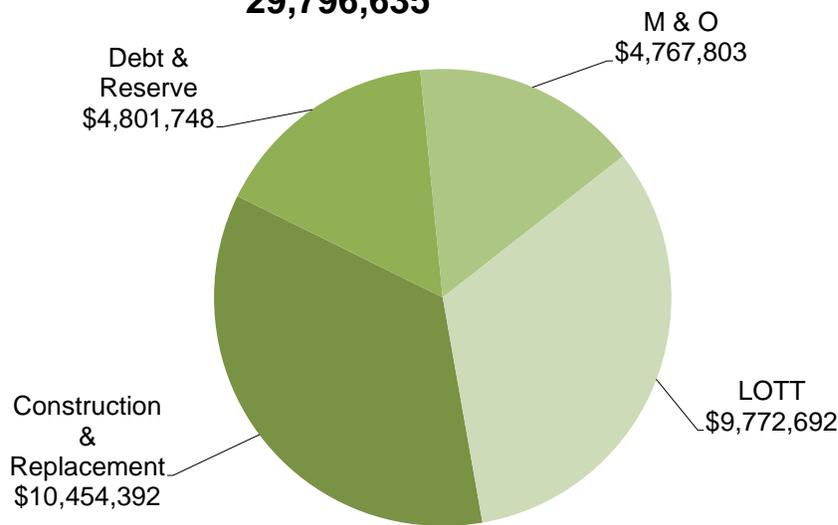
The comprehensive plan financial chapter includes 4.25

and Capital Construction, and, Debt and Reserves. Revenue for the utility comes from monthly user fees and connection charges.

Maintenance and Operations

The 2016 maintenance and operating budget totals \$14,540,495, which is \$471,061 or 3.4 percent more than the 2015 amended budget. This increase reflects the estimate for new service connections or Equivalent Residential Units (ERUs), the planned \$1.08 increase

2016 Wastewater Utility Budget 29,796,635



percent annual increases to wastewater rates through 2019 to stay current with these expenses and future capital improvement program needs. During 2014, the City Council adopted the multi-year rate increase schedule in advance of the official adoption of the Wastewater Comprehensive Plan during 2015. As a result of this increase, a residential customer will pay approximately \$0.76 more per month.

The Wastewater Utility also is divided into three major categories for budgeting and cost accounting purposes, *Maintenance and Operations, Replacement*

in LOTT fees, which the City collects and forwards to them, and increasing transfers to the capital fund.



The user fee collected for LOTT (\$37.14 per month per equivalent residential unit, which includes a 2016 3.0 percent rate increase) is the most significant expenditure or pass-through payment. The estimated total LOTT fee for 2016 is \$9,772,692 or 67.2 percent of the Wastewater Utility’s operating budget.

The 2016 revenues for Wastewater Utility activities

that fund City operations are estimated at \$4,767,803. A rate increase of 4.25 percent is included in this budget. Lacey's portion of the monthly user charge will increase from \$18.04 to \$18.80 effective January 2016.

Construction Activity

Construction of wastewater facilities is funded in the capital budget. The 2016 capital budget totals \$10,454,392.

Construction activity scheduled for 2016 is as follows:

Lift Stations #25 and #31 Pump and Electrical Upgrades	\$ 10,000
Steilacoom Regional Liftstation	3,024,000
Skokomish Service Lines	10,000
Bioxide Cleanup/Avonlea Odor Control	10,000
Tanglewilde East ULID	1,572,000
Lift Station #2 (LS, Gravity, and FM Replacement)	215,000
Lift Station #3 Outfall (Pipe and Manhole)	110,000
College to Ruddell - Brentwood Wastewater Repair	10,000
College Street & 22 nd Avenue Roundabout – Wastewater	130,000
Hogum Bay Road Improvements	400,000
Mullen Road STEP Main (Ph. 2 Lakepointe Bioxide)	20,000
Upgrade Lift Station #18 (Yelm and Intelco)	160,000
Liftstation 9 Corrosion Rehab (Ruddell at Rainier Vista Park)	82,000
Liftstation 12 Abandonment and New Mains (5 th Court)	50,000
Liftstation 15 Rehabilitation (Galaxy Drive)	365,000
Liftstation 19 Rehabilitation (Willamette/Commercial Place)	172,000
Liftstation 21 Rehabilitation (Pacific Avenue)	254,000
Rumac Street STEP (Ph. 1 Lakepointe Bioxide)	575,000
Septic System Conversion Study	50,000

Wastewater Debt and Reserves

Current local improvement district debt obligations are for Utility Local Improvement District (ULID) #23, which included a sewer line installation and connections. The 2016 budget includes appropriations for a bond issue for ULID #24, which includes the replacement of a community septic system with a sewer interceptor connection to the city system.

There is no revenue debt outstanding at this time.

Stormwater Utility Fund

The Stormwater 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*. 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



operations.

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.

The operating budget for 2016 totals \$3,245,821. Implementation of Phase 2 NPDES requirements of inspecting and monitoring stormwater treatment facilities continues to place increased demands on this utility.

The multi-year stormwater rate study, which was adopted in 2014, includes a 9.0 percent increase in

stormwater rates for 2016 to stay current with these expenses and future capital improvement program needs. As a result of this increase, a residential customer will pay approximately \$0.79 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 2016 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 service charges. 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 2016 are as follows:

Vactor Waste Decant Facility	\$ 430,000
Chambers Lake Stormwater Facility	40,000
Brentwood SW Installation	380,000
Low Impact Development Code Revisions	75,000
Stormwater Manual Update	130,000
2016 Revenue Bond Debt Service Obligations	101,685

Stormwater System Debt and Reserves

An estimated \$101,686 is included in the 2016 Budget for interest and principal payments for the 2013 Revenue Bonds. These debt service payments are funded through 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 is divided into two functions – Maintenance and Operations and Capital Projects. The Reclaimed Water Fund remains dormant pending the completion of a comprehensive plan. In the meantime, reclaimed water functions are being accounted for in the Water Utility Fund.

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.

General Obligation Debt/ L.I.D Funds

General Obligation Debt Funds

Voter Approved G. O. Debt

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

necessary revenue for debt retirement comes from an excess property tax levy.

The 2016 excess levy rate for *voter-approved* debt is estimated to be \$0.2265 per \$1,000 assessed value based on a \$1,104,323 levy. This includes a \$450,826 excess levy that began in 2002 is for Fire Safety Improvements and will mature in 2021; a \$312,500 excess levy that began in 2003 for the first group of Park Improvements maturing in 2023; and, a \$340,997 levy that began in 2007 for the final group of Parks Improvement projects.

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

	Original Issue Amount	Jan. 1, 2016 Outstanding Balance	Maturity Date
2010 Fire Safety Refunding GO Bond (2002)	3,790,000	2,405,000	Dec. 2021
2012 Parks Improve. Refunding GO Bond (2003)	2,845,000	2,315,000	Dec. 2023
2015 Parks Improve. Refunding GO Bond (2006)	2,995,000	2,945,000	Dec. 2026
2006 Parks Improvement GO Bond	<u>4,985,000</u>	<u>245,000</u>	Dec. 2016
Total	11,620,000	7,910,000	

Councilmanic or L.T.G.O. Debt

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

As a result of good fiscal management, the City was able to retire 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. \$329,800 of Sales Tax revenue

is allocated in the 2016 budget toward retiring this debt obligation. Also, \$8.0 million of L.T.G.O. debt was issued in 2007 for the development of phase 2 of the Regional Athletic Complex. Public Facility District sales tax provides for the annual debt service for this bond obligation.

Local Improvement District Bond Fund

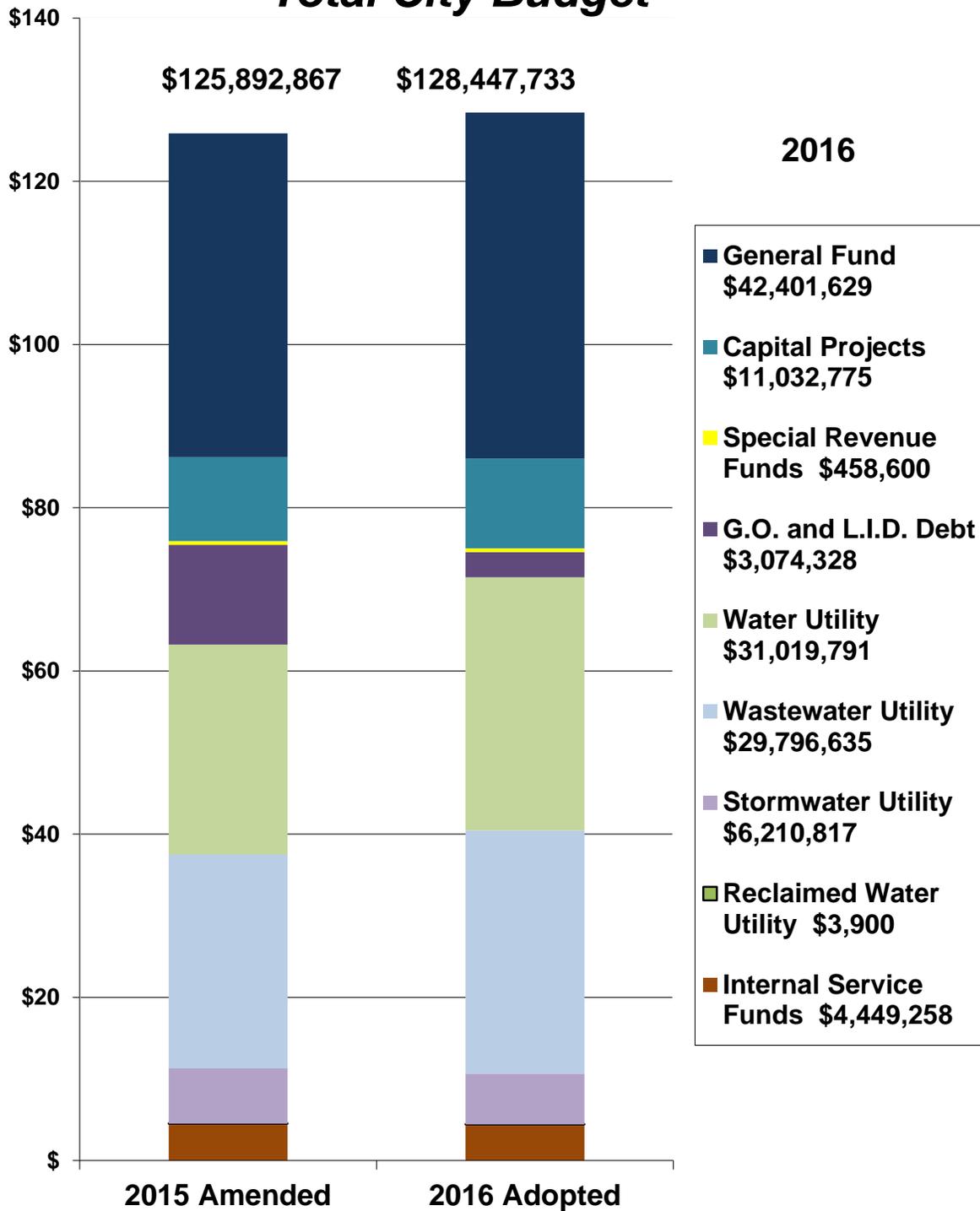
One of the tools available to assist property owners finance public improvements in their neighborhood is the formation of a special taxing district called a Local Improvement District (LID). This is accomplished by petitioning the City Council to hold a public hearing for the purpose of creating a *benefit district*. When these improvements are solely for the purpose of water or wastewater services, it is referred to as a Utility Local Improvement District (ULID) 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 LID Fund has only one active improvement taxing districts in the 2016 budget: LID #19 - Northeast Lacey Transportation Improvements.

Assessments receivable scheduled for 2016 total \$1,047,803. No City funds are used to pay LID debt.

2015 - 2016 Comparison Total City Budget



Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
Revenue Summary by Fund			
Current Expense Fund	31,891,083	32,742,143	34,236,059
Criminal Justice Fund	732,357	730,215	1,485,525
Community Buildings Fund	524,413	530,943	514,583
Regional Athletic Complex Fund	1,083,663	1,067,001	1,059,126
City Street Fund	3,000,173	3,288,097	3,504,352
Arterial Street Fund	5,986,017	8,256,444	9,237,323
Lodging Tax Fund	410,768	439,000	458,600
Community Block Grant Fund	7,923	200	200
General Obligation Bonds Fund	2,048,940	10,841,177	2,026,525
L.I.D. Debt Fund	832,221	1,398,017	1,047,803
Building Improvement Fund	190,761	621,369	7,000
Capital Equipment Fund	741,088	1,346,460	1,601,984
Parks & Open Space Fund	646,358	670,823	886,752
Regional Athletic Complex Capital Fund	787,824	726,500	901,500
Water Utility Fund	10,103,120	9,869,727	10,982,786
Wastewater Utility Fund	13,317,672	14,069,434	14,540,495
Stormwater Utility Fund	2,453,059	2,651,750	3,245,821
Reclaimed Water Utility Fund	322	400	400
Water Capital Fund	8,816,005	9,704,152	16,014,040
Wastewater Capital Fund	2,160,167	6,605,043	10,454,392
Stormwater Capital Fund	2,615,591	2,368,877	1,213,310
Reclaimed Water Capital fund	3,727	3,000	3,500
Water Debt Fund	3,601,620	6,155,431	4,022,965
Wastewater Debt Fund	1,740,665	5,527,752	4,801,748
Stormwater Debt Fund	2,003,853	1,752,499	1,751,686
Equipment Rental Fund	2,579,316	2,640,386	2,543,522
Information Mgmt Services Fund	1,618,612	1,886,027	1,905,736
Total Revenues	99,897,318	125,892,867	128,447,733

Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
Expenditure Summary by Fund			
City Council	214,310	282,390	341,974
Contracted Services	2,186,967	2,607,932	2,623,347
City Manager	486,864	538,797	539,446
Public Affairs & Human Resources	1,080,684	1,209,931	1,261,143
Finance	760,654	828,952	848,165
Legal Services	521,288	583,649	594,585
Common Facilities	1,386,941	1,685,875	1,677,690
Police	8,408,183	9,001,830	8,390,956
P.W.-Support Services	68,124	84,229	78,437
P.W.-Engineering	2,644,885	2,829,217	2,940,140
P.W.-Parks Maintenance	2,472,762	2,547,760	2,590,606
P.W.-Facilities Maintenance	421,767	451,257	492,971
Planning & Comm Development	1,768,555	2,186,129	2,176,334
P.W.- Water Resources	1,146,953	1,300,694	1,335,552
Parks & Recreation	2,173,008	2,377,716	2,551,850
Other Operating Transfers/Unencumbered	3,996,825	4,225,785	5,792,863
Current Expense Fund	29,738,770	32,742,143	34,236,059
Criminal Justice Fund	499,656	730,215	1,485,525
Community Buildings Fund	421,200	530,943	514,583
Regional Athletic Complex Fund	1,009,281	1,067,001	1,059,126
City Street Fund	3,793,263	3,288,097	3,504,352
Arterial Street Fund	4,377,690	8,256,444	9,237,323
Lodging Tax Fund	447,243	439,000	458,600
Community Block Grant Fund	-	200	200
General Obligation Bonds Fund	2,054,055	10,841,177	2,026,525
L.I.D. Debt Fund	338,802	1,398,017	1,047,803
Building Improvement Fund	346,948	621,369	7,000
Capital Equipment Fund	331,276	1,346,460	1,601,984
Parks & Open Space Fund	793,752	670,823	886,752
Regional Athletic Complex Capital Fund	609,207	726,500	901,500
Water Utility Fund	8,998,905	9,869,727	10,982,786
Wastewater Utility Fund	12,966,683	14,069,434	14,540,495
Stormwater Utility Fund	2,222,094	2,651,750	3,245,821
Reclaimed Water Utility Fund	22,921	400	400
Water Capital Fund	413,791	9,704,152	16,014,040
Wastewater Capital Fund	52,453	6,605,043	10,454,392

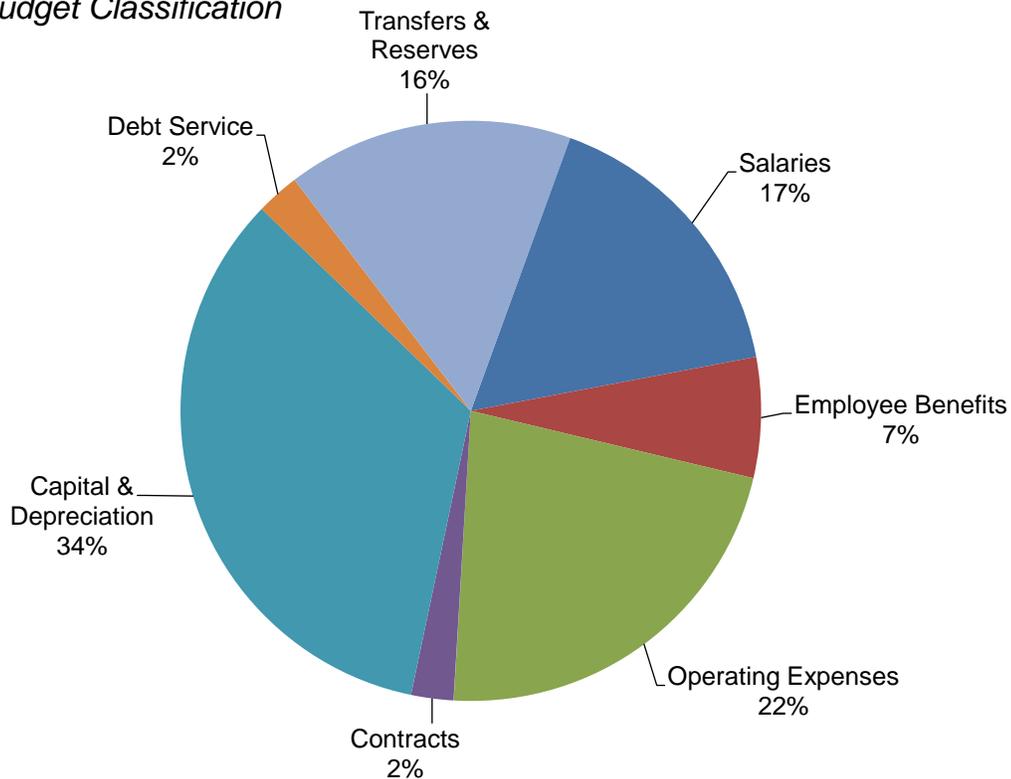
Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
Expenditure Summary by Fund			
Stormwater Capital Fund	81,505	2,368,877	1,213,310
Reclaimed Water Capital Fund	-	3,000	3,500
Water Debt Fund	6,590,591	6,155,431	4,022,965
Wastewater Debt Fund	1,923,074	5,527,752	4,801,748
Stormwater Debt Fund	2,986,514	1,752,499	1,751,686
Equipment Rental Fund	1,836,173	2,640,386	2,543,522
Information Mgmt Services Fund	1,526,022	1,886,027	1,905,736
Total Expenditures	84,381,869	125,892,867	128,447,733

Budget At A Glance 2016 Budget Comparison to 2015 Amended Budget				
	2015 Amended	2016 Adopted	Dollar Difference	Percent Difference
General Fund				
Current Expense Fund:				
City Council	282,390	341,974	59,584	21.10%
Contract Services	2,607,932	2,623,347	15,415	0.59%
City Manager	538,797	539,446	649	0.12%
Comm. Services & Public Affairs	1,209,931	1,261,143	51,212	4.23%
Finance	828,952	848,165	19,213	2.32%
City Attorney	583,649	594,585	10,936	1.87%
Common Facilities	1,685,875	1,677,690	(8,185)	-0.49%
Police	9,001,830	8,390,956	(610,874)	-6.79%
Public Works - Support Services	84,229	78,437	(5,792)	-6.88%
Public Works -Engineering	2,829,217	2,940,140	110,923	3.92%
Public Works - Parks Maintenance	2,547,760	2,590,606	42,846	1.68%
Public Works - Facilities Maintenance	451,257	492,971	41,714	9.24%
Community Development	2,186,129	2,176,334	(9,795)	-0.45%
Public Works - Water Resources	1,300,694	1,335,552	34,858	2.68%
Parks & Recreation	2,377,716	2,551,850	174,134	7.32%
Sub-total Without Transfer	28,516,358	28,443,196	(73,162)	-0.26%
Operating Tranfers - Transfer Out	4,225,785	5,792,863	1,567,078	37.08%
Total Current Expense Fund	32,742,143	34,236,059	1,493,916	4.56%
Criminal Justice Fund:				
Criminal Justice - Police	730,215	1,485,525	755,310	103.44%
Community Buildings Fund:				
Community Buildings	530,943	514,583	(16,360)	-3.08%
Regional Athletic Complex Fund				
Regional Athletic Complex	1,067,001	1,059,126	(7,875)	-0.74%
City Street Fund:				
Public Works - Street Maintenance	3,288,097	3,504,352	216,255	6.58%
Capital Equipment Fund:				
Capital Equipment/Projects	1,346,460	1,601,984	255,524	18.98%
Total General Fund	39,704,859	42,401,629	2,696,770	6.79%
Capital Projects & Special Funds				
Arterial Street Fund	8,256,444	9,237,323	980,879	11.88%
Lodging Tax Fund	439,000	458,600	19,600	4.46%
Community Block Grant Fund	200	200	-	0.00%
Building Improvement Fund	621,369	7,000	(614,369)	-98.87%
Parks & Open Space/R.A.C. Fund	670,823	886,752	215,929	32.19%
Regional Athletic Complex - Capital	726,500	901,500	175,000	24.09%
Total Capital Projects & Special Funds	10,714,336	11,491,375	777,039	7.25%
General Obligation Debt Funds				
General Obligation - Tax Supported	10,841,177	2,026,525	(8,814,652)	-81.31%
Local Improvement District Debt	1,398,017	1,047,803	(350,214)	-25.05%
Total G.O. and L.I.D. Debt	12,239,194	3,074,328	(9,164,866)	-74.88%

Budget At A Glance 2016 Budget Comparison to 2015 Amended Budget				
	2015 Amended	2016 Adopted	Dollar Difference	Percent Difference
Enterprise Funds				
Water Utility:				
Maintenance & Operations	9,869,727	10,982,786	1,113,059	11.28%
Capital Projects & Reserves	9,704,152	16,014,040	6,309,888	65.02%
Debt & Debt Reserves	6,155,431	4,022,965	(2,132,466)	-34.64%
Total Water Utility	25,729,310	31,019,791	5,290,481	20.56%
Wastewater Utility:				
Maintenance & Operations	14,069,434	14,540,495	471,061	3.35%
Capital Projects & Reserves	6,605,043	10,454,392	3,849,349	58.28%
Debt & Debt Reserves	5,527,752	4,801,748	(726,004)	-13.13%
Total Wastewater Utility	26,202,229	29,796,635	3,594,406	13.72%
Stormwater Utility:				
Maintenance & Operations	2,651,750	3,245,821	594,071	22.40%
Capital Projects & Reserves	2,368,877	1,213,310	(1,155,567)	-48.78%
Debt & Debt Reserves	1,752,499	1,751,686	(813)	-0.05%
Total Stormwater Utility	6,773,126	6,210,817	(562,309)	-8.30%
Reclaimed Water Utility:				
Maintenance & Operations	400	400	-	0.00%
Capital Projects & Reserves	3,000	3,500	500	16.67%
Total Reclaimed Water Utility	3,400	3,900	500	14.71%
Total Enterprise Funds	58,708,065	67,031,143	8,323,078	14.18%
Internal Service Funds				
Equipment Rental Fund	2,640,386	2,543,522	(96,864)	-3.67%
Information Services Fund	1,886,027	1,905,736	19,709	1.05%
Total Internal Service Funds	4,526,413	4,449,258	(77,155)	-1.70%
Total All Funds	125,892,867	128,447,733	2,554,866	2.03%

2016 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	16,140,531	-	-	3,982,309	1,030,518	21,153,358
Employee Benefits	6,237,568	-	-	1,900,918	462,228	8,600,714
Operating Supplies	1,122,049	-	-	999,778	786,540	2,908,367
Professional Services	1,754,829	8,000	-	2,774,038	21,750	4,558,617
Communications	272,952	-	-	171,283	24,620	468,855
Training/Travel	222,351	-	-	63,876	34,650	320,877
Advertising	53,600	-	-	-	-	53,600
Rentals/Internal Service Charges	3,003,760	-	-	1,333,150	8,172	4,345,082
Insurance	478,637	-	-	150,553	37,429	666,619
Utilities	1,341,784	-	-	10,722,291	15,301	12,079,376
Repairs & Maintenance	121,140	-	-	445,351	57,346	623,837
Other Miscellaneous	974,442	4,500	-	1,272,204	260,930	2,512,076
Contractual Services	2,778,347	248,600	-	-	-	3,026,947
Capital Equipment & Projects	873,414	9,585,111	-	24,210,092	552,087	35,220,704
Debt Service	173,362	-	2,026,525	905,625	-	3,105,512
Depreciation	-	-	-	7,500,000	852,661	8,352,661
Operating Transfers Out	4,998,537	1,423,114	-	7,303,378	-	13,725,029
Estimated Ending Fund Balance	1,854,326	222,050	1,047,803	3,296,297	305,026	6,725,502
Total Budget	42,401,629	11,491,375	3,074,328	67,031,143	4,449,258	128,447,733

2016 Summary of Expenditures
by Budget Classification



FTE'S By Department	Actual 2011	Actual 2012	Actual 2013	Actual 2014	Actual 2015	Adopted 2016
FTE SUMMARY BY CLASSIFICATION - GENERAL GOVERNMENT						
<u>CITY MANAGER DEPARTMENT</u>						
City Manager	1.00	1.00	1.00	1.00	1.00	1.00
City Clerk	1.00	1.00	1.00	1.00	1.00	1.00
Deputy City Clerk/Admin Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Department Assistant III	0.50	0.50	0.50	0.50	0.50	0.50
Total Department	3.50	3.50	3.50	3.50	3.50	3.50
<u>PUBLIC AFFAIRS/HUMAN RESOURCES DEPARTMENT</u>						
Director-Public Affairs/Human Resources	2.00	2.00	1.00	1.00	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	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
<u>FINANCE DEPARTMENT</u>						
Director-Finance	1.00	1.00	1.00	1.00	1.00	1.00
Financial Services Manager	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	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	3.00	3.00	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	10.00	10.00	10.00	10.00	10.00
<u>INFORMATION SERVICES</u>						
Information Services Manager	1.00	1.00	1.00	1.00	1.00	1.00
IS Tech Project Administrator	1.00	1.00	1.00	1.00	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
Computer Support Technician	1.00	1.00	1.00	1.00	1.00	1.00
Help Desk Tech Support	1.00	1.00	1.00	1.00	1.00	1.00
Total Department	9.00	9.00	9.00	9.00	9.00	9.00
<u>COMMUNITY DEVELOPMENT</u>						
Director-Community Development	1.00	1.00	1.00	1.00	1.00	1.00
Building Official	1.00	1.00	1.00	1.00	1.00	1.00
Assist Bldg Code Official	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	1.00	-	-	-
Planning Manager	-	-	-	1.00	1.00	1.00
Economic Development Coordinator	-	-	-	1.00	1.00	1.00
Associate Planner	3.00	3.00	3.00	3.00	3.00	3.00
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	-	-	-	-
Total Department	17.75	17.75	15.00	16.00	16.00	16.00

FTE'S By Department	Actual 2011	Actual 2012	Actual 2013	Actual 2014	Actual 2015	Adopted 2016
FTE SUMMARY BY CLASSIFICATION - GENERAL GOVERNMENT						
<u>PARKS & RECREATION</u>						
Director-Parks & Recreation	1.00	1.00	1.00	1.00	1.00	1.00
Facilities Manager (RAC)	1.00	1.00	1.00	1.00	1.00	1.00
Recreation Supervisor II	5.00	5.00	4.00	4.00	4.00	4.00
Recreation Supervisor I	-	1.00	1.00	-	-	-
Recreation Coordinator	4.00	3.00	3.00	4.00	4.00	4.00
Recreation Assistant	1.00	1.00	1.00	1.00	1.00	1.00
Department Assistant III	1.00	3.00	3.00	3.00	3.00	3.00
Department Assistant II	2.00	-	-	-	-	-
Museum Curator	1.00	1.00	1.00	1.00	1.00	1.00
Total Department	16.00	16.00	15.00	15.00	15.00	15.00
<u>POLICE DEPARTMENT</u>						
Chief	1.00	1.00	1.00	1.00	1.00	1.00
Commander	3.00	3.00	3.00	3.00	3.00	3.00
Lieutenant	2.00	1.00	1.00	-	-	-
Sergeant	7.00	8.00	7.00	8.00	8.00	8.00
Police Officer/Detective	5.00	5.00	5.00	5.00	5.00	5.00
Police Officer	37.00	37.00	36.00	36.00	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	-	-
Evidence/Property Tech	1.00	1.00	1.00	1.00	1.00	1.00
Department Assistant II	5.00	5.00	-	-	-	-
Department Assistant III	-	-	5.00	5.00	4.00	4.00
Community Service Officer	5.28	5.28	2.64	2.64	4.00	4.00
Total Department	69.28	69.28	64.64	64.64	64.00	64.00
<u>PUBLIC WORKS DEPARTMENT</u>						
<u>ENGINEERING DIVISION</u>						
<u>ADMINISTRATION</u>						
Director-Public Works	1.00	1.00	1.00	1.00	1.00	1.00
Department Assistant III	2.00	2.00	1.00	1.00	1.00	1.00
Management Analyst	1.00	1.00	1.00	1.00	1.00	1.00
Total Department	4.00	4.00	3.00	3.00	3.00	3.00
<u>ENGINEERING</u>						
City Engineer	1.00	1.00	1.00	1.00	1.00	1.00
Project Administrator	1.00	1.00	1.00	1.00	1.00	1.00
Transportation Design Services Manager	1.00	1.00	1.00	1.00	1.00	1.00
Civil Engineer	3.00	3.00	2.00	2.00	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	14.00	14.00	14.00	14.00
Total Department	25.00	25.00	22.00	22.00	22.00	22.00
<u>WATER RESOURCE</u>						
Water Resource Manager	1.00	1.00	1.00	1.00	1.00	1.00
Sr Civil Engineer/Utilities	1.00	1.00	1.00	1.00	1.00	1.00
Water Resource Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Water Quality Analyst	1.00	1.00	1.00	1.00	1.00	1.00
Engineering Tech III	2.00	2.00	2.00	2.00	2.00	2.00
Civil Engineer	3.00	3.00	4.00	5.00	5.00	5.00
Total Department	9.00	9.00	10.00	11.00	11.00	11.00
Total Engineering Division	38.00	38.00	35.00	36.00	36.00	36.00

FTE'S By Department	Actual 2011	Actual 2012	Actual 2013	Actual 2014	Actual 2015	Adopted 2016
<u>FTE SUMMARY BY CLASSIFICATION - GENERAL GOVERNMENT CONT.</u>						
<u>PUBLIC WORKS DEPARTMENT CONT.</u>						
<u>OPERATIONS DIVISION</u>						
<u>ADMINISTRATION</u>						
Operations Manager	1.00	1.00	1.00	1.00	1.00	1.00
Department Assistant III	2.00	2.00	2.00	2.00	2.00	2.00
Total Department	3.00	3.00	3.00	3.00	3.00	3.00
<u>EQUIPMENT RENTAL</u>						
Equipment Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
Equipment Mechanic	2.00	2.00	2.00	2.00	2.00	2.00
Total Department	3.00	3.00	3.00	3.00	3.00	3.00
<u>PARKS MAINTENANCE</u>						
Parks Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
Senior Maintenance Technician (includes 1 at RAC)	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
Maintenance Assistant (RAC)	-	-	-	-	1.00	1.00
Maintenance Attendant	0.50	0.50	0.50	0.50	-	-
Total Department	16.50	16.50	16.50	16.50	17.00	17.00
<u>FACILITIES MAINTENANCE</u>						
Senior Facilities Maintenance Technician	1.00	1.00	1.00	1.00	1.00	1.00
Total Department	1.00	1.00	1.00	1.00	1.00	1.00
<u>CITY STREETS</u>						
Elec/Streets/Strmwtr Maint. Supervisor	0.50	0.50	0.50	0.50	0.50	0.50
Senior Maintenance Technician	2.00	2.00	2.00	2.00	2.00	2.00
Maintenance Technician Journey Level	6.00	6.00	6.00	6.00	6.00	6.00
Sr. Electrical Maintenance Technician	1.00	1.00	1.00	1.00	1.00	1.00
Electrical Maintenance Technician	2.00	2.00	2.00	2.00	2.00	2.00
Total Department	11.50	11.50	11.50	11.50	11.50	11.50
Total Operations Division	35.00	35.00	35.00	35.00	35.50	35.50
Total PW Dept (General Governmental)	73.00	73.00	70.00	71.00	71.50	71.50
Total General Government	206.03	207.03	195.64	197.64	197.50	197.50
<u>ENTERPRISE FUNDS</u>						
<u>CUSTOMER SERVICE-FINANCE</u>						
<u>WATER DIVISION</u>						
Customer Service Supervisor	0.80	0.80	0.80	0.80	0.80	0.80
AMI Tech	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
<u>WASTEWATER DIVISION</u>						
Customer Service Supervisor	0.20	0.20	0.20	0.20	0.20	0.20
AMI Tech	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 2011	Actual 2012	Actual 2013	Actual 2014	Actual 2015	Adopted 2016
<u>FTE SUMMARY BY CLASSIFICATION - ENTERPRISE FUNDS</u>						
<u>PUBLIC WORKS OPERATIONS</u>						
<u>WATER DIVISION</u>						
Department Assistant III	-	0.50	0.50	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	1.00	1.00	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 Control Specialist Plant Operator	1.00	2.00	3.00	3.00	3.00	3.00
Maintenance Tech Control Specialist JL	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	20.00	20.00	20.00	20.00	20.00
<u>WASTEWATER DIVISION</u>						
Department Assistant III	-	0.50	0.50	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	1.00	1.00	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	2.00	2.00	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	15.00	15.00	15.00	15.00	15.00
<u>STORMWATER DIVISION</u>						
Elec/Streets/Stormwater Maint. Supervisor	0.50	0.50	0.50	0.50	0.50	0.50
Senior Maintenance Technician	1.00	1.00	1.00	1.00	1.00	1.00
Stormwater Code Compliance Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Maintenance Technician Journey Level	3.00	3.00	3.00	3.00	3.00	3.00
Sweeper Operator	1.00	1.00	1.00	1.00	1.00	2.00
Total Department	6.50	6.50	6.50	6.50	6.50	7.50
Total Operations	41.50	41.50	41.50	41.50	41.50	42.50
TOTAL ENTERPRISE FUNDS	45.50	45.50	45.50	45.50	45.50	46.50
TOTAL CITY FTE'S	251.53	252.53	241.14	243.14	243.00	244.00
Salary information available upon request. Contact Human Resource Department						

2016 Capital Budget	
Department/Description	Adopted Budget
<u>City Manager/HR/CS&PA</u> Website/Data Management	100,000
<u>Parks & Recreation</u> Event Equipment - Museum	1,402
Rules Sign Bush Park	500
Kiosk Covington Court Trailhead	1,500
<u>PW - Parks Maintenance</u> Portable Trailer Mounted Hot Pressure Washer	20,200
Homann Park Fence Replacement	25,000
<u>PW - Engineering</u> Replace 3/4 Ton Van (Survey)	20,010
<u>Community Development</u> Business Portal Webside Development	20,000
<u>PW - Streets</u> Thermoplastic Applicator	14,608
<u>Parks & Open Space</u> Safety Improvements Long Lake Beach	50,000
WCCP Trail Connection	117,288
Pickleball Courts Rainier Vista Park	75,000

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Current Expense Fund - Revenues</i>				
Revenues				
001-0000-308.00-00	Estimated Beginning Cash	-	742,560	153,586
001-0000-311.10-00	Property Taxes-Current	5,168,526	5,272,899	5,500,871
001-0000-311.15-00	Property Taxes-Delinquent	46,880	150,000	150,000
001-0000-313.10-00	Sales Taxes	8,113,097	7,811,185	8,373,364
001-0000-316.10-00	Business & Occupation Tax	1,871,711	1,873,258	1,893,858
001-0000-316.20-00	Admissions Tax	271,119	275,000	275,000
001-0000-316.41-00	Utility Tax/Electric	2,003,415	2,026,752	2,054,309
001-0000-316.42-00	Utility Tax/Water-Private	4,777	2,351	3,910
001-0000-316.43-00	Utility Tax/Gas	732,869	771,108	714,079
001-0000-316.45-00	Utility Tax/Solid Waste	305,583	320,214	357,506
001-0000-316.47-01	Utility Tax/Telephone	1,253,496	1,280,432	1,278,607
001-0000-316.52-00	Utility Tax/Olympia City	2,492	1,710	1,775
001-0000-316.70-00	Utility Tax/Lacey Utility	-	1,550,727	1,656,642
001-0000-316.72-00	Water Utility Tax	133,374	-	-
001-0000-316.72-10	Fire Suppression Util Tax	613,435	554,408	601,250
001-0000-316.74-00	Wastewater Utility Tax	1,226,524	-	-
001-0000-316.78-00	Stormwater Utility Tax	218,680	-	-
001-0000-317.20-00	Leasehold Excise Taxes	299	5,000	500
001-0000-317.51-00	Punch Board & Pull Tabs	48,875	50,000	50,000
001-0000-317.53-00	Amusement Games	-	100	100
001-0000-317.54-00	Card Games	409,395	342,000	350,000
001-0000-319.60-00	B & O Penalties	76	250	250
001-0000-321.60-00	Professional & Occupation	6,100	5,200	5,200
001-0000-321.61-00	Farmer's Market Permit	5,615	6,000	-
001-0000-321.70-00	Amusement Licenses	1,690	1,500	1,500
001-0000-321.90-00	Business Licenses	20,796	43,645	60,000
001-0000-321.91-00	Franchise Fees	631,645	625,000	650,000
001-0000-322.10-00	Building Permits	816,306	600,000	660,000
001-0000-322.11-00	Mechanical Permits	59,724	50,000	60,000
001-0000-322.12-00	Plumbing Permits	76,197	60,000	70,000
001-0000-322.13-00	Electrical Permits	158,281	125,000	140,000
001-0000-322.14-00	Tree Protection Fees	13,972	10,000	15,000
001-0000-322.40-00	Street & Curb Permits	41,251	25,000	30,000
001-0000-322.41-00	Banner/Sign Permits	250	-	-
001-0000-322.90-00	Gun Permits	12,296	10,000	10,000
001-0000-331.16-72	Law Enforce Grant-Vests	10,814	-	-

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Current Expense Fund - Revenues</i>				
Revenues				
001-0000-331.16-92	EQUITABLE SHARING	17,019	-	-
001-0000-333.10-55	Child Nutrition Program	66,546	63,500	63,500
001-0000-333.16-00	DOJ	121,549	-	-
001-0000-333.20-60	CFDA 20.60X	8,485	5,000	5,000
001-0000-334.03-13	Dept of Ecology	2,905	-	-
001-0000-334.04-21	Commerce-DU	32,639	-	-
001-0000-334.05-10	SPI - SFSP	1,324	-	-
001-0000-334.05-40	Work Study	-	3,000	3,000
001-0000-336.06-41	Marijuana Enforcement	-	-	17,451
001-0000-336.94-00	Liquor Excise Tax	76,487	86,561	203,869
001-0000-336.95-00	Liquor Board Profits	394,066	397,456	396,232
001-0000-337.05-00	AWC Wellness Grant	226	-	-
001-0000-337.15-00	Thurs Cty Historic Comm	-	4,000	-
001-0000-337.69-10	Stay-At-Work Program	23,318	10,000	3,000
001-0000-338.27-00	NTPS Security Contract	140,000	135,000	135,000
001-0000-338.39-00	Animal Services Admin	93,843	91,110	99,768
001-0000-338.40-00	Drug Unit Services	13,456	-	-
001-0000-338.74-00	Lydia Hawk Summer Program	10,000	10,000	-
001-0000-341.50-00	Public Records/Reports	795	750	750
001-0000-341.53-00	Notary Services	708	500	500
001-0000-341.54-00	NSF Fees	120	-	150
001-0000-341.55-00	Police Taxable Fees	7,630	6,000	6,000
001-0000-341.70-10	Misc. Taxable Sales	15	-	100
001-0000-341.99-00	Passport Fees	27,375	25,000	27,500
001-0000-342.10-10	Nisqually MOA-Trust Prop.	1,087	-	1,000
001-0000-342.10-12	Polygraph Fees	2,700	2,500	2,500
001-0000-342.10-13	Overtime-Police Services	30,283	18,000	18,000
001-0000-342.40-01	Inspection Services	-	-	2,000
001-0000-343.95-00	RBRRP Abatement Charges	4,810	3,000	4,500
001-0000-345.81-00	Zonning/Subdivision Fees	94,283	60,000	75,000
001-0000-345.83-00	Plan Checking Fees	302,954	225,000	15,000
001-0000-345.83-01	Plan Check Fees	37,299	15,000	250,000
001-0000-345.83-02	Inspection Services	50,285	15,000	-
001-0000-347.60-20	Youth & Teen Programs	181,735	179,247	194,500
001-0000-347.60-40	Aquatics Programs	235,841	230,000	235,000
001-0000-347.60-50	Physical Activities Prog	175,150	208,000	211,335
001-0000-347.60-60	Cultural Arts & Educ Prog	69,713	64,000	64,000

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Current Expense Fund - Revenues</i>				
Revenues				
001-0000-347.60-70	Outdoor Activities Prog	25,067	23,100	36,200
001-0000-347.60-80	Fitness Program	23,745	26,500	26,500
001-0000-347.60-90	Special Events Program	20,750	12,000	18,000
001-0000-347.62-00	Shelter Fees	9,530	10,000	10,000
001-0000-347.63-00	Tumwater Pool Agreement	16,290	16,291	16,291
001-0000-347.64-00	Lacey ACT-Program Fees	31,057	35,000	35,500
001-0000-347.65-00	Field Use Fees	35,450	35,000	35,000
001-0000-347.65-10	Field Use Fees-NTSD	35,225	31,000	31,000
001-0000-347.65-20	Field Use Fees-Nisqually	-	12,000	75,000
001-0000-348.94-00	Parks & Recreation Serv.	3,452	-	-
001-0000-348.95-00	Engineering Services Fees	1,730,433	2,068,896	1,976,049
001-0000-348.95-10	Engineering Svc - Culture	260	-	-
001-0000-348.95-20	Engineering Svc - Transp	397,017	559,563	662,904
001-0000-348.96-00	Parks Maintenance Service	19,756	31,748	39,244
001-0000-348.96-20	Parks Maint - Streets	257,312	262,004	338,406
001-0000-348.99-00	Water Resources Services	1,429,474	1,565,694	1,601,515
001-0000-349.10-01	Indirect Plan-HR/PA	-	200,000	-
001-0000-351.10-00	District Court	239,640	275,000	275,000
001-0000-351.20-00	Lacey Violations	215,454	250,000	250,000
001-0000-351.40-00	Red Light Cameras	245,055	150,000	-
001-0000-361.11-00	Investment Interest	36,485	75,000	50,000
001-0000-361.40-00	Interest Sales Tax	1,862	5,000	5,000
001-0000-362.50-10	Lease - Consessionaire	1,200	1,200	1,200
001-0000-362.50-20	Lease - Facilities	25,483	25,000	25,000
001-0000-362.80-00	Concession Commission	1,128	1,750	1,750
001-0000-367.10-02	Contribution-Police	890	500	500
001-0000-367.10-03	Contribution-Parks-Gen.	273	1,600	100
001-0000-367.10-04	Cont.-Parks Sponsor/Event	36,386	50,500	45,500
001-0000-367.10-06	Cont.-Summer Lunch Prog.	3,179	13,000	4,500
001-0000-367.10-07	Cont.-Parks-Youth Scholar	-	1,000	1,000
001-0000-367.10-08	Contr.- TOGETHER Parks	-	-	5,000
001-0000-367.22-10	Wild Waves Donations	-	1,000	1,000
001-0000-369.10-00	Sale of Scrap & Surplus	-	1,000	100
001-0000-369.20-00	Unclaimed Property	(267)	2,500	2,500
001-0000-369.30-00	Sale of Forfeited Prop.	3,212	-	1,000
001-0000-369.40-00	Court Fees /Judgments	3,015	3,000	3,000
001-0000-369.41-00	False Alarm	4,500	3,500	3,500

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Current Expense Fund - Revenues</i>				
Revenues				
001-0000-369.43-00	Seizure Funds	9,444	-	-
001-0000-369.45-00	AWC-Well City Discount	53,119	50,000	-
001-0000-369.81-00	Cash Over & Short	49	-	-
001-0000-369.90-00	Other Misc Revenue	428	25,000	5,000
001-0000-369.93-00	LMC Book Sales	-	500	-
001-0000-369.95-00	Multi-Housing Program	280	-	500
001-0000-391.50-00	Capital Lease (noncash)	94,704	33,727	-
001-0000-397.01-00	Transfer In 302 Fund	-	-	560,000
001-0000-397.10-01	Transfer in 303 Fund	376,540	386,147	392,838
001-0000-397.10-02	Transfer in 109 Fund	-	48,500	48,500
001-0000-397.10-03	Transfer In 101 Fund	-	-	500,000
Total Current Expense Fund Revenues		31,891,083	32,742,143	34,236,059

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 2016 budget for the City Council is **\$341,974**. 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

2016 PROGRAMS, GOALS AND PRIORITIES

- Maintain Lacey's record as a safe and secure community.
- Explore potential partnership opportunities with the Port of Olympia.
- Support efforts for job creation, new livable wage jobs, and promote the diversification of the community's businesses and employment sector.
- Monitor revenues and expenditures to ensure the financial solvency of the City.
- Continue to explore opportunities to make Lacey's "Community Connector" partnership with the 1st Stryker Brigade stronger.
- 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.
- Maintain and support partnerships that can assist Lacey veterans.
- Advocate and request that the federal government create a permanent Veterans Center within the City of Lacey.
- Engage the Washington State Legislature on the City's legislative priorities.

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
City Council				
Council Services				
001-0301-511.10-01	Salaries-Regular	111,180	115,380	119,580
001-0301-511.20-01	Employer Paid Benefits	8,710	9,078	9,400
001-0301-511.31-01	Office & Operating Supply	2,841	2,000	2,000
001-0301-511.41-01	Prof. Svc-Other	5,138	6,500	6,500
001-0301-511.42-01	Telecommunications	3,404	850	2,040
001-0301-511.43-01	Transportation/Per Diem	11,112	13,500	13,500
001-0301-511.43-03	Registrations	3,144	9,500	9,500
001-0301-511.45-02	IMS Rentals	3,171	9,675	15,470
001-0301-511.46-03	Insurance-Fidelity	2,551	2,229	2,229
001-0301-573.49-12	Special Events	12,410	8,300	42,780
Total Council Services		163,661	177,012	222,999
Boards/Memberships				
001-0302-519.49-14	Association of WA Cities	30,143	31,115	31,912
001-0302-519.49-15	National League of Cities	3,813	3,813	3,813
001-0302-519.49-41	ICLEI	-	600	600
001-0302-519.49-50	Military Support	2,500	40,000	60,000
001-0302-572.31-30	Other Boards/Memberships	4,633	12,450	12,450
Total Boards/Memberships		41,089	87,978	108,775
Youth Initiatives				
001-0304-511.49-42	WIN Program	7,650	15,200	8,000
001-0304-511.49-47	Sister City Program	1,910	2,200	2,200
Total Youth Initiatives		9,560	17,400	10,200
Total City Council		214,310	282,390	341,974

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 2016 budget for Contracted Services is **\$2,623,347**. 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 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 inter-local agreement for these services. Operating costs are funded by a voter approved 1/10th of 1% sales tax. This budget allocation is for services provided to Public Works operations.

ANIMAL SERVICES:

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

EMERGENCY DISASTER PREPAREDNESS:

The City continues in its efforts to maintain and implement an emergency preparedness plan in the event of a significant event impacting the community. This fund supports ongoing training for city departments and education to 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 Management

REGIONAL PLANNING:

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

FOREIGN TRADE ZONE:

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

Community Services

ELECTION/VOTER REGISTRATION:

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

THURSTON COMMUNITY TELEVISION:

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

ECONOMIC DEVELOPMENT COUNCIL:

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

MISCELLANEOUS CONTRACTS:

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

TOGETHER!:

TOGETHER!, 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.

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Contracted Services				
Contracted Services				
001-0401-511.58-18	Election/Voter Registrare	36,867	100,000	100,000
001-0401-511.58-21	Inter-governmental	110,000	96,064	96,064
001-0401-512.58-12	District Court	349,466	500,000	505,500
001-0401-512.58-13	Public Defender-Indigent	150,072	400,000	400,000
001-0401-521.58-24	Victim Advocate	40,200	42,644	42,644
001-0401-523.58-10	Th Co Corrections	12,138	37,775	37,775
001-0401-523.58-11	Other Jail Services	613,015	752,279	752,279
001-0401-523.58-12	Medical Services	45,945	40,000	40,000
001-0401-525.58-22	Emergency Services Prog.	5,983	11,000	11,000
001-0401-528.58-05	Central Dispatch	5,430	6,274	6,274
001-0401-531.58-01	Pollution Control Auth.	19,620	19,958	20,394
001-0401-539.58-04	Joint Animal Services	240,779	240,779	248,696
001-0401-552.58-14	Dispute Resolution Center	3,100	3,100	3,100
001-0401-552.58-15	Social Services-HHSC	40,643	40,650	42,212
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.	2,000	2,000	2,000
001-0401-552.58-24	Foreign Trade Zone	524	3,000	3,000
001-0401-557.58-17	Th Community TV	92,955	102,561	102,561
001-0401-558.58-02	Thurston Region Planning	91,012	92,832	92,832
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	9,999	8,360	8,360
001-0401-573.58-20	IT/Amtrak	10,495	10,656	10,656
001-0401-573.58-23	Community Market	36,210	43,000	43,000
001-0401-598.52-10	Grant Proceeds	230,514	-	-
Total Contracted Services		2,186,967	2,607,932	2,623,347



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CITY MANAGER

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

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

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

BUDGET SUMMARY

The 2016 budget for the office of the City Manager is **\$539,446**. 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.

2016 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 e-government solutions that enhance registrations, payment options, stream Council meetings, and improve service to the community.
- Assist efforts to finalize Masterplan for the proposed Gateway Town Center Project.
- Continue to build upon the City's strong environmental stewardship efforts with an emphasis on water quality improvements and energy efficiency.
- Represent Lacey on the South Sound Military and Communities Partnership initiative.
- Effectively coordinate the accomplishment of the City Council's strategic goals and priorities.
- In concert with City Council's goals and priorities, develop a 6-year financial plan in response to the area's slow economic recovering.

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
City Manager				
Administration				
001-0501-513.10-01	Salaries-Regular	234,333	241,897	253,131
001-0501-513.10-06	Salaries-Part-Time	-	5,000	5,000
001-0501-513.20-01	Employer Paid Benefits	103,226	112,290	114,738
001-0501-513.31-01	Office & Operating Supply	1,799	2,600	2,600
001-0501-513.41-01	Prof. Svc-Other	518	1,000	1,000
001-0501-513.42-01	Telecommunications	317	-	350
001-0501-513.43-01	Transportation/Per Diem	2,442	3,000	3,000
001-0501-513.43-02	Dues, Subscriptions, Publ	2,901	3,750	3,750
001-0501-513.43-03	Registrations	485	1,700	1,700
001-0501-513.45-02	IMS Rental	9,580	8,729	8,334
Total Administration		355,601	379,966	393,603
City Clerk/Records Management				
001-0502-514.10-01	Salaries-Regular	84,600	88,287	90,498
001-0502-514.20-01	Employer Paid Benefits	23,816	26,276	27,270
001-0502-514.31-01	Office & Operating Supply	915	1,000	1,000
001-0502-514.41-06	Codification/Microfilm	4,800	12,000	12,000
001-0502-514.41-07	Records Destruction	3,300	4,000	4,000
001-0502-514.43-02	Dues, Subscriptions, Publ	565	1,000	1,000
001-0502-514.43-03	Registrations	313	1,000	1,000
001-0502-514.44-04	Ordinances & Resolutions	8,269	5,000	5,000
001-0502-514.45-02	IMS Rental	4,685	4,268	4,075
001-0502-514.49-30	Software Maintenance	-	1,000	-
001-0502-519.25-01	Settlements-Public Record	-	15,000	-
Total City Clerk/Records Management		131,263	158,831	145,843
Total City Manager		486,864	538,797	539,446

PUBLIC AFFAIRS AND HUMAN RESOURCES

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, two Human Resources Analysts, and a Department Assistant III. This division is managed by the Public Affairs and Human Resources Director.

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, 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.
- Developing community engagement opportunities.
- 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 various community events including Lacey Days and the Third of July Freedom Concert and Fireworks Spectacular.
- Responding to citizen questions, complaints, and concerns.
- Grant writing and administration for special community projects.
- Assisting local and regional media agencies by providing timely information and response to stories affecting Lacey.

BUDGET SUMMARY

The total 2016 budget for Public Affairs and Human Resources is **\$1,261,143**.

2016 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 the City policy manual.
- Develop and implement comprehensive supervisor and manager training program.
- Create training opportunities that meet the organization's needs and promote employee growth and development.
- Seek ways to increase outreach for recruitments and ensure diverse and qualified applicant pools.
- Solicit feedback from citizens about the most effective ways to obtain information about the City.
- 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).
- Coordinate various community events such as Lacey Days and 3rd of July Freedom Concert and Fireworks Spectacular events with community partners.
- Coordinate the City's 50th Anniversary celebration.
- Implement next phase of wayfinding signage project.
- Oversee Records Management project.
- Expand social media presence.
- 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 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 (Lacey Chamber of Commerce, Saint Martin's, SPSCC, Panorama) that will benefit the Lacey community.

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Public Affairs/Human Resources				
General Services				
001-0701-516.10-01	Salaries-Regular	296,176	306,276	321,987
001-0701-516.10-05	Salaries-Overtime	589	1,500	1,500
001-0701-516.10-06	Salaries-Part-Time	-	-	2,500
001-0701-516.20-01	Employer Paid Benefits	139,542	151,013	144,796
001-0701-516.31-01	Office & Operating Supply	3,576	6,500	6,500
001-0701-516.31-04	Supplies - Testing/Exam	17,282	15,060	1,560
001-0701-516.41-01	Prof. Svc-Other	469	500	31,673
001-0701-516.41-03	Prof. Svc-Consultant	2,946	41,000	41,000
001-0701-516.41-04	EAP/SPS Labor Management	5,216	5,073	-
001-0701-516.43-01	Transportation/Per Diem	3,278	2,800	2,800
001-0701-516.43-02	Dues, Subscriptions, Publ	899	2,700	2,700
001-0701-516.43-03	Registrations	1,509	4,000	4,000
001-0701-516.44-01	Adv/Full-Time Position	10,362	30,000	17,400
001-0701-516.44-02	Adv/Part-Time Position	2,580	5,000	5,000
001-0701-516.45-02	IMS Rental	17,513	10,750	11,076
001-0701-516.49-02	Printing & Binding	437	3,500	3,500
001-0701-516.49-05	Professional Development	17,670	26,590	26,590
001-0701-516.49-56	Emp Perform Recognition	10,818	13,000	13,000
Total General Services		530,862	625,262	637,582
Risk Management/Loss Control				
001-0702-514.10-01	Salaries-Regular	31,327	32,753	36,154
001-0702-514.20-01	Employer Paid Benefits	17,389	18,718	19,926
001-0702-514.41-03	Prof. Svc-Consultant	5,045	5,000	5,000
001-0702-514.42-01	Telecommunications	-	150	150
001-0702-514.43-02	Dues, Subscriptions, Publ	647	961	961
001-0702-514.49-17	Pre-employment Medicals	3,181	5,000	5,000
001-0702-514.49-18	Wellness Prog. AWC-Grant	10,306	11,000	11,000
001-0702-514.49-43	Drug & Alcohol Testing	3,607	4,500	4,500
Total Risk Management/Loss Control		71,502	78,082	82,691

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Public Affairs/Human Resources				
Public Affairs				
001-0703-513.10-01	Salaries-Regular	312,032	320,576	334,889
001-0703-513.10-05	Salaries-Overtime	25	-	-
001-0703-513.10-06	Salaries-Part-Time	754	1,500	3,000
001-0703-513.20-01	Employer Paid Benefits	111,442	121,009	128,081
001-0703-513.31-01	Office & Operating Supply	1,720	3,800	3,800
001-0703-513.41-01	Prof. Svc-Other	13,634	15,000	18,500
001-0703-513.43-01	Transportation/Per Diem	-	750	750
001-0703-513.43-02	Dues, Subscriptions, Publ	2,522	2,700	2,700
001-0703-513.43-03	Registrations	130	1,000	1,000
001-0703-513.45-02	IMS Rental	12,732	15,752	16,650
001-0703-513.49-02	Printing & Binding	1,366	2,500	2,500
001-0703-573.49-12	Special Events	3,186	5,500	7,000
001-0703-573.49-20	Special Projects	2,890	3,000	10,000
001-0703-573.49-21	LaceyLife Newsletter	15,887	13,500	12,000
Total Public Affairs		478,320	506,587	540,870
Total Public Affairs/Human Resources		1,080,684	1,209,931	1,261,143

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 2016 budget for the Finance Department is **\$848,165**. 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.

2016 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.
- Implement procurement card system.
- Evaluate credit card payment processing systems for PCI compliance.
- Implement Integrated Voice Recognition system to reduce liability of processing phone credit card payments and provide better customer service.
- Evaluate enhancement phone system call features.

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Finance				
Finance				
001-1401-514.10-01	Salaries-Regular	480,793	495,714	512,069
001-1401-514.10-05	Salaries-Overtime	5	850	850
001-1401-514.20-01	Employer Paid Benefits	217,725	237,346	244,363
001-1401-514.31-01	Office & Operating Supply	2,488	5,000	5,000
001-1401-514.41-05	Prof. Svc-Audit	13,105	34,050	36,100
001-1401-514.41-06	Codification/Microfilm	-	2,500	-
001-1401-514.43-01	Transportation/Per Diem	1,147	2,515	2,515
001-1401-514.43-02	Dues, Subscriptions, Publ	1,142	2,175	2,175
001-1401-514.43-03	Registrations	1,813	2,450	2,450
001-1401-514.45-02	IMS Rental	36,243	32,950	29,241
001-1401-514.48-01	Rep & Maint-Equipment	-	100	100
001-1401-514.49-02	Printing & Binding	662	3,950	3,950
001-1401-514.49-06	Maintenance Contracts	-	500	500
001-1401-514.49-08	Witness Fee-Court	21	1,000	1,000
001-1401-514.49-09	Interpreter Svcs-Court	5,510	6,500	6,500
001-1401-514.49-30	Software Maintenance	-	1,352	1,352
Total Finance		760,654	828,952	848,165

LEGAL SERVICES

The Ahlf Law Office contractually provides a city appointed City Attorney, 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.

The Office also represents the City in Washington State Superior or Appellate Court actions, Joint Animal Control legal actions, and work performed for the city when acting in a proprietary as distinguished from a governmental capacity. These services are billed separately and are included in appropriate project or enterprise funds.

BUDGET SUMMARY

The total 2016 budget for City Attorney is **\$594,585**.

2016 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	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Legal Services				
Legal Services				
001-1501-515.10-01	Salaries-Regular	66,747	-	-
001-1501-515.20-01	Employer Paid Benefits	3,769	-	-
001-1501-515.31-01	Office & Operating Supply	48	-	-
001-1501-515.41-01	Prof. Svc-Other	60,774	-	-
001-1501-515.41-08	Prof. Svc-Litigation	814	3,000	3,000
001-1501-515.41-09	Prof. Svc-Prosecution	276,856	332,904	339,561
001-1501-515.41-15	Governmental Services	87,413	213,987	218,266
001-1501-515.43-02	Dues, Subscriptions, Publ	625	-	-
001-1501-515.45-05	Rentals-Other	6,948	-	-
001-1501-515.49-07	Support Services	17,294	33,758	33,758
Total Legal Services		521,288	583,649	594,585

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.

BUDGET SUMMARY

The 2016 budget for Common Facilities is **\$1,677,690**. This amount maintains the current level of services for City Hall and Library services.

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Common Facilities Overhead				
City Hall & Library Operations				
001-1901-519.31-01	Office & Operating Supply	13,160	20,370	20,370
001-1901-519.41-01	Prof. Svc-Other	32,646	40,846	40,846
001-1901-519.42-01	Telecommunications	13,493	52,913	52,913
001-1901-519.42-02	Communications-Postage	40,779	56,300	56,300
001-1901-519.45-01	Equipment Rental	25,430	15,263	17,467
001-1901-519.45-02	IMS Rental	611,241	716,622	739,960
001-1901-519.45-03	Copier Rental	33,589	73,700	73,700
001-1901-519.45-08	Lease Miscellaneous	-	500	500
001-1901-519.46-01	Insurance-Liability	279,233	339,601	339,601
001-1901-519.46-02	Insurance-Fire/Property	34,684	32,788	32,788
001-1901-519.46-06	AWC-L & I Pool	14,765	16,418	16,418
001-1901-519.47-01	Utility-Electric	136,387	148,000	148,000
001-1901-519.47-02	Utility-City of Lacey	10,654	12,300	12,300
001-1901-519.47-07	Utility-Solid Waste	1,888	3,000	3,000
001-1901-519.48-01	Rep & Maint-Equipment	-	3,700	3,700
001-1901-519.49-02	Printing & Binding	6,362	8,000	8,000
001-1901-519.49-06	Maintenance Contracts	25,316	38,974	38,974
001-1901-519.49-25	Assessments/Taxes	3,385	2,050	2,050
001-1901-519.49-27	Bad Debt Expense	2,676	1,000	1,000
001-1901-572.46-02	Insurance-Fire/Property	8,798	8,317	8,317
001-1901-572.47-01	Utility-Electric	43,503	50,000	50,000
001-1901-572.47-02	Utility-City of Lacey	6,050	9,000	9,000
001-1901-572.47-07	Utility-Solid Waste	1,397	1,500	1,500
001-1901-572.48-01	Rep & Maint-Equipment	-	250	250
001-1901-572.49-06	Maintenance Contracts	217	736	736
001-1901-591.75-01	Capital Leases	14,759	-	-
001-1901-592.83-10	Capital Lease Interest	594	-	-
001-1901-594.66-01	Capital Leases	25,935	33,727	-
Total City Hall & Library Operations		1,386,941	1,685,875	1,677,690

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 2016 will be provided by 52 commissioned officers, 7 non-commissioned administrative employees and 4 non-commissioned Community Service Officers. Included is one commissioned officer assigned to the county-wide Drug Unit. Volunteer services are provided by the Community Resource Unit 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, 6 Sergeants and 29 Police Officers 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. The Patrol Division is complimented by two full-time Traffic Officers who work traffic enforcement and investigate traffic collisions.

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 four 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, an Anti-Crime Officer 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 police department partners with other Law Enforcement Agencies in Thurston County, to include; Thurston County Narcotics Task Force, TCSO SWAT and the TCSO Dive Team.

The Multi-Housing Program, coordinated by the Anti-Crime Officer, has been implemented to reduce the number of police calls to rental properties. To encourage citizen involvement and community outreach, the department will continue its annual Cops, Cars and Kids event, the Chief of Police Roundtable, Meet MYLPD community meetings and representation on the Hispanic Roundtable. A successful Lacey Resource Unit enlists citizen volunteers to assist the Patrol Division in many areas, including issuing warnings 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 2016 budget for Police is **\$8,390,956**, not including expenditures in the Criminal Justice Fund. Funding for court and jail services is budgeted separately. These services are provided through a contractual agreement with Thurston County and the Nisqually Tribe.

2016 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 Cops, Cars & Kids event, Roundtable Meetings, Multi-housing Program, School Resource Officer's Program and Meet MYLPD community meetings.
- Maintain high training and professional standards.
- Implement the on-line citizen reporting module in the new Records Management System.
- Continue participation in the Multi-Housing Program.
- Reduce incidents of property crime.
- Identify and reduce gang activity using a "no tolerance" approach.
- Increase Quality contacts with the public to build partnerships and trust.

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Police				
General Services				
001-2101-521.10-01	Salaries-Regular	443,162	435,389	438,202
001-2101-521.10-05	Salaries-Overtime	184	500	500
001-2101-521.20-01	Employer Paid Benefits	114,528	112,074	120,889
001-2101-521.20-02	LEOFF Disability-Retired	140,591	210,960	210,960
001-2101-521.31-01	Office & Operating Supply	2,332	2,250	2,250
001-2101-521.31-15	Evidence Monies	340	1,000	1,000
001-2101-521.41-01	Prof. Svc-Other	6,014	4,900	4,900
001-2101-521.42-01	Telecommunications	2,287	5,057	5,057
001-2101-521.43-02	Dues, Subscriptions, Publ	1,185	1,200	1,200
001-2101-521.45-01	Equipment Rental	12,767	11,319	12,224
001-2101-521.45-02	IMS Rental	7,676	7,449	7,091
001-2101-521.48-01	Rep & Maint-Equipment	-	20	20
Total General Services		731,066	792,118	804,293
Records and Support Services				
001-2102-521.10-01	Salaries-Regular	271,623	333,341	271,583
001-2102-521.10-05	Salaries-Overtime	867	5,100	5,100
001-2102-521.10-06	Salaries-Part-Time	-	1,000	1,000
001-2102-521.20-01	Employer Paid Benefits	102,570	141,430	108,914
001-2102-521.31-01	Office & Operating Supply	8,357	8,100	8,100
001-2102-521.31-02	Small Tools & Equipment	576	1,100	1,100
001-2102-521.31-17	Supplies-Uniform Purchase	349	600	600
001-2102-521.42-01	Telecommunications	1,687	3,540	3,540
001-2102-521.43-02	Dues, Subscriptions, Publ	372	475	475
001-2102-521.45-02	IMS Rental	7,922	7,687	7,317
001-2102-521.48-01	Rep & Maint-Equipment	-	100	100
001-2102-521.49-02	Printing & Binding	2,797	4,000	4,000
001-2102-521.50-04	Contract-RMS System	117,035	158,625	145,000
Total Records and Support Services		514,155	665,098	556,829
Property Control				
001-2103-521.10-01	Salaries-Regular	86,755	104,812	107,973
001-2103-521.10-05	Salaries-Overtime	47	1,800	1,800
001-2103-521.20-01	Employer Paid Benefits	26,737	37,328	37,583
001-2103-521.31-01	Office & Operating Supply	3,036	2,975	2,975
001-2103-521.31-02	Small Tools & Equipment	407	375	375

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Police				
Property Control-Continued				
001-2103-521.31-17	Supplies-Uniform Purchase	165	250	500
001-2103-521.45-02	IMS Rental	2,124	2,061	1,962
001-2103-521.49-02	Printing & Binding	-	125	125
Total Property Control		119,271	149,726	153,293
Training				
001-2104-521.43-01	Transportation/Per Diem	16,001	15,000	15,000
001-2104-521.43-02	Dues, Subscriptions, Publ	295	450	450
001-2104-521.43-03	Registrations	31,026	30,000	30,000
001-2104-521.43-05	Memorial Fund-McMillen Sr	-	50	50
001-2104-521.49-05	Professional Development	25,151	30,233	30,233
Total Training		72,473	75,733	75,733
Crime Prevention				
001-2105-521.10-01	Salaries-Regular	104,881	115,696	119,172
001-2105-521.10-05	Salaries-Overtime	6,302	6,000	6,150
001-2105-521.20-01	Employer Paid Benefits	26,128	33,663	26,303
001-2105-521.31-01	Office & Operating Supply	563	1,965	1,965
001-2105-521.31-10	Supplies-Multi-Housing	156	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	Telecommunications	745	1,800	2,800
001-2105-521.43-02	Dues, Subscriptions, Publ	-	100	100
001-2105-521.45-01	Equipment Rental	2,698	2,392	2,583
001-2105-521.48-01	Rep & Maint-Equipment	-	10	10
001-2105-521.49-02	Printing & Binding	3,094	3,500	3,500
001-2105-521.49-10	Uniform Contract/Cleaning	16	400	400
001-2105-521.49-11	Public Education	107	750	750
Total Crime Prevention		144,690	167,176	164,633
Investigation and Apprehension				
001-2106-521.10-01	Salaries-Regular	640,491	604,367	667,166
001-2106-521.10-05	Salaries-Overtime	91,914	46,000	47,150
001-2106-521.20-01	Employer Paid Benefits	195,372	211,027	219,606
001-2106-521.31-01	Office & Operating Supply	17,077	18,156	18,156
001-2106-521.31-02	Small Tools & Equipment	886	1,400	1,400

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Police				
Investigation and Apprehension-Continued				
001-2106-521.31-17	Supplies-Uniform Purchase	747	1,500	1,500
001-2106-521.41-01	Prof. Svc-Other	-	500	500
001-2106-521.42-01	Telecommunications	6,901	4,508	9,508
001-2106-521.43-02	Dues, Subscriptions, Publ	-	300	300
001-2106-521.45-01	Equipment Rental	30,400	26,952	29,108
001-2106-521.45-02	IMS Rental	3,309	3,211	3,057
001-2106-521.48-01	Rep & Maint-Equipment	161	500	500
001-2106-521.49-02	Printing & Binding	-	100	100
001-2106-521.49-10	Uniform Contract/Cleaning	4,021	4,000	4,000
Total Investigation and Apprehension		991,279	922,521	1,002,051
Protective Enforcement Patrol				
001-2107-521.10-01	Salaries-Regular	3,278,528	3,505,555	3,018,854
001-2107-521.10-05	Salaries-Overtime	331,644	327,000	335,175
001-2107-521.10-06	Salaries-Part-Time	8,682	9,887	10,057
001-2107-521.20-01	Employer Paid Benefits	990,631	1,176,100	1,029,654
001-2107-521.31-01	Office & Operating Supply	17,496	16,560	16,560
001-2107-521.31-02	Small Tools & Equipment	2,622	2,442	2,442
001-2107-521.31-05	Firearms/Ammunition	17,976	18,000	18,000
001-2107-521.31-06	Supplies-Water Patrol	427	394	394
001-2107-521.31-07	Supplies-Tactical Team	1,220	1,249	1,249
001-2107-521.31-17	Supplies-Uniform Purchase	35,218	35,000	34,250
001-2107-521.31-33	Supplies-Tactical Vests	12,664	12,790	12,790
001-2107-521.31-35	Supplies-Replaced Equip	27,878	30,000	30,000
001-2107-521.41-01	Prof. Svc-Other	1,019	3,000	3,000
001-2107-521.42-01	Telecommunications	41,788	52,711	46,711
001-2107-521.43-02	Dues, Subscriptions, Publ	634	3,775	3,775
001-2107-521.45-01	Equipment Rental	377,142	334,296	361,047
001-2107-521.45-02	IMS Rental	174,207	169,053	160,911
001-2107-521.45-03	Copier Rental	(251)	18,900	18,900
001-2107-521.48-01	Rep & Maint-Equipment	7,378	8,000	8,000
001-2107-521.49-02	Printing & Binding	1,408	1,754	1,754
001-2107-521.49-10	Uniform Contract/Cleaning	7,783	13,310	13,310
001-2107-521.49-30	Software Maintenance	1,382	2,525	8,045
001-2107-521.50-01	Olympia Range	9,950	10,000	10,000
001-2107-591.75-01	Capital Leases	11,274	-	-

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Police				
Protective Enforcement Patrol-Continued				
001-2107-592.83-10	Capital Lease Interest	3,054	-	-
001-2107-594.66-01	Capital Leases	34,380	-	-
Total Protective Enforcement Patrol		5,396,134	5,752,301	5,144,878
Traffic				
001-2108-521.10-01	Salaries-Regular	178,231	185,393	190,769
001-2108-521.10-05	Salaries-Overtime	16,438	23,500	24,088
001-2108-521.20-01	Employer Paid Benefits	62,008	71,694	74,052
001-2108-521.31-01	Office & Operating Supply	2,006	1,450	1,450
001-2108-521.31-02	Small Tools & Equipment	678	500	500
001-2108-521.31-17	Supplies-Uniform Purchase	-	500	1,000
001-2108-521.42-01	Telecommunications	589	1,700	1,700
001-2108-521.43-02	Dues, Subscriptions, Publ	50	50	50
001-2108-521.45-01	Equipment Rental	32,159	28,512	30,793
001-2108-521.45-08	Lease Miscellaneous	117,047	113,685	113,685
001-2108-521.48-01	Rep & Maint-Equipment	-	200	200
001-2108-521.49-10	Uniform Contract/Cleaning	250	400	400
Total Traffic		409,456	427,584	438,687
Volunteers				
001-2109-521.10-01	Salaries-Regular	17,611	28,367	28,819
001-2109-521.10-05	Salaries-Overtime	2,712	3,500	3,588
001-2109-521.20-01	Employer Paid Benefits	4,531	8,836	9,282
001-2109-521.31-01	Office & Operating Supply	873	750	750
001-2109-521.31-02	Small Tools & Equipment	20	125	125
001-2109-521.31-18	Uniforms	1,575	2,525	2,525
001-2109-521.43-01	Transportation/Per Diem	-	400	400
001-2109-521.43-02	Dues, Subscriptions, Publ	712	750	750
001-2109-521.43-03	Registrations	-	1,070	1,070
001-2109-521.49-10	Uniform Contract/Cleaning	276	750	750
001-2109-521.49-57	Lacey Resource Officers	1,349	2,500	2,500
Total Volunteers		29,659	49,573	50,559
Total Police		8,408,183	9,001,830	8,390,956

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. 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 2016 budget for Public Works Administration is **\$78,437**. Some operating costs are recovered through the assessment of plan fees and charges to utilities or projects.

2016 PROGRAMS, 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	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Public Works Support Services				
General Services				
001-3101-532.10-01	Salaries-Regular	34,013	34,811	35,804
001-3101-532.10-05	Salaries-Overtime	-	200	200
001-3101-532.20-01	Employer Paid Benefits	10,583	11,656	12,579
001-3101-532.31-01	Office & Operating Supply	3,121	7,850	7,850
001-3101-532.31-02	Small Tools & Equipment	114	461	461
001-3101-532.31-27	Software Upgrade	579	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	-
001-3101-532.43-01	Transportation/Per Diem	37	250	250
001-3101-532.43-02	Dues, Subscriptions, Publ	5,635	5,700	5,700
001-3101-532.43-03	Registrations	979	500	500
001-3101-532.45-01	Equipment Rental	4,270	3,830	3,255
001-3101-532.45-02	IMS Rental	8,253	11,221	7,038
001-3101-532.48-02	Rep & Maint-Equip Non-Pwr	-	300	300
001-3101-532.49-02	Printing & Binding	-	2,000	2,000
Total Public Works Support Services		68,124	84,229	78,437

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. 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 2016 budget for Public Works Engineering is **\$2,940,140**. Some operating costs are recovered through the assessment of plan fees and charges to utilities or projects.

2016 PROGRAMS, GOALS AND PRIORITIES

- Begin the LED Street Lighting conversion project.
- Assist Thurston County in designing improvements to Mullen Road.
- If Transportation Improvement Board (TIB) funding becomes available complete design and right-of-way acquisitions for the Rainier Road Sidewalk Improvements.
- Begin design and right-of-way acquisitions for the Ruddell Road Sidewalk/Retaining Walls.
- Complete construction of the Sleater-Kinney/Woodland Trail Pedestrian Crossing.
- If Transportation Improvement Board (TIB) funding becomes available begin construction of the Marvin Road Safety & Capacity Improvements north of Britton Parkway.
- Complete construction of the Willamette Drive & 31st Avenue Intersection Improvements.
- Begin construction of the College Street & 22nd Avenue Roundabout.
- Begin construction of the Hogum Bay Road Improvements.
- Complete construction of the Smart Corridors Phase II traffic signal upgrade program.
- Complete the Brentwood Drive Rehabilitation portion of the 2015 Street Overlay.

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Public Works Engineering Division				
General Services				
001-3201-532.10-01	Salaries-Regular	530,759	408,529	458,187
001-3201-532.10-05	Salaries-Overtime	4,217	3,000	3,000
001-3201-532.20-01	Employer Paid Benefits	188,329	165,775	187,628
001-3201-532.31-01	Office & Operating Supply	7,909	12,000	12,000
001-3201-532.31-02	Small Tools & Equipment	3,056	2,500	2,500
001-3201-532.31-17	Supplies-Uniform Purchase	1,479	3,000	3,000
001-3201-532.31-27	Software Upgrade	2,164	2,174	2,174
001-3201-532.41-01	Prof. Svc-Other	137	1,600	1,600
001-3201-532.42-01	Telecommunications	5,925	9,750	9,750
001-3201-532.43-01	Transportation/Per Diem	5,639	5,000	5,000
001-3201-532.43-02	Dues, Subscriptions, Publ	1,060	1,775	1,775
001-3201-532.43-03	Registrations	8,875	6,070	6,070
001-3201-532.45-01	Equipment Rental	59,726	65,377	73,543
001-3201-532.45-02	IMS Rental	54,378	79,587	101,650
001-3201-532.45-08	Lease Miscellaneous	(330)	7,720	7,720
001-3201-532.48-02	Rep & Maint-Equip Non-Pwr	-	1,020	1,020
001-3201-532.49-03	Recording Fees	10	2,800	2,800
001-3201-532.49-06	Maintenance Contracts	3,090	5,698	5,698
001-3201-532.49-10	Uniform Contract/Cleaning	-	200	200
001-3201-532.49-30	Software Maintenance	28,237	23,000	30,000
001-3201-591.75-01	Capital Leases	6,117	-	-
001-3201-592.83-10	Capital Lease Interest	300	-	-
001-3201-594.66-01	Capital Leases	34,390	-	-
Total General Services		945,467	806,575	915,315
Transportation Engineering				
001-3202-532.10-01	Salaries-Regular	320,291	327,531	325,627
001-3202-532.10-05	Salaries-Overtime	2,943	3,000	3,000
001-3202-532.10-06	Salaries-Part-Time	6,568	9,953	9,953
001-3202-532.20-01	Employer Paid Benefits	121,822	132,197	126,642
001-3202-532.31-01	Office & Operating Supply	74	700	700
001-3202-532.31-02	Small Tools & Equipment	19	300	300
001-3202-532.31-03	Traffic Counting Supplies	-	1,010	1,010
001-3202-532.31-17	Supplies-Uniform Purchase	-	75	75
001-3202-532.41-02	Prof. Svc-Engineering	-	2,000	500
001-3202-532.43-01	Transportation/Per Diem	-	250	250

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Public Works Engineering Division				
Transportation Engineering-Continued				
001-3202-532.43-02	Dues, Subscriptions, Publ	765	1,250	1,250
001-3202-532.43-03	Registrations	-	500	500
001-3202-532.45-01	Equipment Rental	3,035	3,323	3,738
001-3202-532.49-02	Printing & Binding	-	180	180
Total Transportation Engineering		455,517	482,269	473,725
Water Utility Engineering				
001-3203-532.10-01	Salaries-Regular	209,159	218,094	221,431
001-3203-532.10-05	Salaries-Overtime	5,830	8,000	8,000
001-3203-532.10-06	Salaries-Part-Time	-	3,980	-
001-3203-532.20-01	Employer Paid Benefits	85,366	93,575	96,202
Total Water Utility Engineering		300,355	323,649	325,633
Wastewater Utility Engineering				
001-3204-532.10-01	Salaries-Regular	168,428	166,459	169,537
001-3204-532.10-05	Salaries-Overtime	3,794	10,000	10,000
001-3204-532.10-06	Salaries-Part-Time	-	4,084	-
001-3204-532.20-01	Employer Paid Benefits	67,973	71,835	73,837
Total Wastewater Utility Engineering		240,195	252,378	253,374
Stormwater Utility Engineering				
001-3205-532.10-01	Salaries-Regular	119,489	105,503	109,518
001-3205-532.10-05	Salaries-Overtime	2,124	2,000	2,000
001-3205-532.20-01	Employer Paid Benefits	48,704	44,472	46,893
Total Stormwater Utility Engineering		170,317	151,975	158,411
Project Engineering				
001-3206-532.10-01	Salaries-Regular	364,096	559,416	557,367
001-3206-532.10-05	Salaries-Overtime	12,190	10,000	10,000
001-3206-532.10-06	Salaries-Part-Time	-	550	-
001-3206-532.20-01	Employer Paid Benefits	156,748	242,405	246,315
Total Project Engineering		533,034	812,371	813,682
Total Public Works Engineering Division		2,644,885	2,829,217	2,940,140



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PUBLIC WORKS-PARKS MAINTENANCE

The Public Works Parks Maintenance Division maintains the grounds of all City-owned and operated buildings, water/wastewater facilities, parks, open space, roundabouts, planter strips, and green belts. This includes over 1000 acres of park land, grounds adjacent to occupied buildings, 74 water and wastewater sites, and 17 miles of right-of-way containing over 4,000 street trees.

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

BUDGET SUMMARY

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

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

The total 2016 budget for Parks, Grounds, and Facilities Maintenance is **\$2,590,606**. 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 from the General Fund and Utility Tax receipts dedicated to parks maintenance.

2016 PROGRAMS, GOALS AND PRIORITIES

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

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Public Works Parks Maintenance Division				
General Services				
001-3301-576.10-01	Salaries-Regular	284,734	218,283	223,720
001-3301-576.10-05	Salaries-Overtime	2,841	3,000	3,000
001-3301-576.10-06	Salaries-Part-Time	1,348	16,169	2,412
001-3301-576.20-01	Employer Paid Benefits	107,749	96,156	99,620
001-3301-576.20-03	Unemployment Compensation	18,326	25,500	25,500
001-3301-576.31-01	Office & Operating Supply	10,104	10,645	10,645
001-3301-576.31-17	Supplies-Uniform Purchase	5,740	6,385	6,385
001-3301-576.41-01	Prof. Svc-Other	489	740	740
001-3301-576.42-01	Telecommunications	1,972	6,475	6,475
001-3301-576.43-01	Transportation/Per Diem	355	2,820	2,820
001-3301-576.43-02	Dues, Subscriptions, Publ	743	915	915
001-3301-576.43-03	Registrations	3,720	4,292	4,292
001-3301-576.45-01	Equipment Rental	23,892	17,753	16,153
001-3301-576.45-02	IMS Rental	30,935	14,173	13,599
001-3301-576.45-03	Copier Rentals	1,294	1,425	1,425
001-3301-576.46-02	Insurance-Fire/Property	1,023	967	967
001-3301-576.47-01	Utility-Electric	5,989	7,146	7,146
001-3301-576.47-02	Utility-City of Lacey	2,711	2,824	2,824
001-3301-576.47-03	Utility-Natural Gas	4,534	7,869	7,869
001-3301-576.47-07	Utility-Solid Waste	4,987	4,900	4,900
001-3301-576.48-01	Rep & Maint-Equipment	640	1,580	1,580
001-3301-576.49-06	Maintenance Contracts	3,317	2,909	2,909
001-3301-576.49-10	Uniform Contract/Cleaning	-	2,342	300
001-3301-576.49-23	Custodial	7,918	8,753	8,753
001-3301-576.49-25	Assessments/Taxes	16	181	181
001-3301-576.49-30	Software Maintenance	56	-	-
001-3301-576.49-35	CDL-Physicals/Licenses	766	958	958
Total General Services		526,199	465,160	456,088
Utilities/Right of Way				
001-3302-576.10-01	Salaries-Regular	151,455	240,068	219,398
001-3302-576.10-05	Salaries-Overtime	1,771	3,100	3,100
001-3302-576.10-06	Salaries-Part-Time	72,659	76,417	82,019
001-3302-576.20-01	Employer Paid Benefits	89,600	138,891	131,524
001-3302-576.31-01	Office & Operating Supply	35,348	32,487	38,750

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Public Works Parks Maintenance Division				
Utilities/Right of Way-Continued				
001-3302-576.31-02	Small Tools & Equipment	1,679	1,675	1,675
001-3302-576.41-01	Prof. Svc-Other	12,083	13,468	13,468
001-3302-576.42-01	Telecommunications	1,367	1,490	1,490
001-3302-576.45-01	Equipment Rental	46,142	46,254	42,086
001-3302-576.47-01	Utility-Electric	674	1,300	1,300
001-3302-576.47-02	Utility-City of Lacey	74,010	49,000	49,000
001-3302-576.48-01	Rep & Maint-Equipment	2,783	2,617	2,617
001-3302-576.48-15	Rep & Maint-Grounds	35	1,350	1,350
Total Utilities/Right of Way		489,606	608,117	587,777
Building/Structures/Grounds				
001-3303-576.10-01	Salaries-Regular	353,628	401,197	433,112
001-3303-576.10-05	Salaries-Overtime	1,290	1,500	1,500
001-3303-576.10-06	Salaries-Part-Time	127,612	102,870	103,730
001-3303-576.20-01	Employer Paid Benefits	199,286	215,167	244,186
001-3303-576.20-03	Unemployment Compensation	6,563	-	-
001-3303-576.31-01	Office & Operating Supply	56,938	53,470	55,470
001-3303-576.31-02	Small Tools & Equipment	5,643	19,421	5,323
001-3303-576.31-29	Supplies-Ground Maint	11,815	12,000	12,000
001-3303-576.34-01	Fuel	5,338	4,238	4,238
001-3303-576.41-01	Prof. Svc-Other	25,433	16,882	16,882
001-3303-576.42-01	Telecommunications	328	950	950
001-3303-576.45-01	Equipment Rental	154,642	155,018	141,046
001-3303-576.45-05	Rentals-Other	7,977	6,300	6,300
001-3303-576.46-02	Insurance-Fire/Property	5,089	4,811	4,811
001-3303-576.47-01	Utility-Electric	12,666	14,000	14,000
001-3303-576.47-02	Utility-City of Lacey	105,350	76,000	106,000
001-3303-576.48-01	Rep & Maint-Equipment	4,683	4,000	4,000
001-3303-576.48-03	Rep & Maint-Facilities	843	512	512
Total Building/Structures/Grounds		1,085,124	1,088,336	1,154,060
Rainier Vista Park				
001-3304-576.10-01	Salaries-Regular	84,100	78,453	78,323
001-3304-576.10-05	Salaries-Overtime	527	1,000	1,000
001-3304-576.10-06	Salaries-Part-Time	49,497	59,597	53,071

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Public Works Parks Maintenance Division				
Rainier Vista Park-Continued				
001-3304-576.20-01	Employer Paid Benefits	42,350	43,568	44,915
001-3304-576.31-01	Office & Operating Supply	45,001	42,310	45,310
001-3304-576.31-02	Small Tools & Equipment	1,350	4,350	1,350
001-3304-576.34-02	Diesel	8,191	14,000	14,000
001-3304-576.41-01	Prof. Svc-Other	267	596	596
001-3304-576.42-01	Telecommunications	2,542	1,514	1,514
001-3304-576.45-01	Equipment Rental	70,060	83,483	83,359
001-3304-576.45-02	IMS Rental	3,564	3,626	3,593
001-3304-576.46-02	Insurance-Fire/Property	1,915	1,810	1,810
001-3304-576.47-01	Utility-Electric	6,927	6,500	6,500
001-3304-576.47-02	Utility-City of Lacey	49,088	38,000	50,000
001-3304-576.47-07	Utility-Solid Waste	5,389	5,700	5,700
001-3304-576.48-01	Rep & Maint-Equipment	978	950	950
001-3304-576.48-03	Rep & Maint-Facilities	87	450	450
001-3304-576.49-23	Custodial	-	240	240
Total Rainier Vista Park		371,833	386,147	392,681
Total Public Works Parks Maintenance Division		2,472,762	2,547,760	2,590,606

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 2016 budget is **\$492,971**. The department is staffed by one Senior Maintenance Technician and one Seasonal Assistant.

2016 PROGRAMS, GOALS AND PRIORITIES

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

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Public Works Facilities Maintenance Division				
Facilities Maintenance				
001-3601-519.10-01	Salaries-Regular	74,336	63,096	80,838
001-3601-519.10-05	Salaries-Overtime	4,122	1,000	1,000
001-3601-519.10-06	Salaries-Part-Time	29,364	16,479	19,220
001-3601-519.20-01	Employer Paid Benefits	50,509	37,200	59,103
001-3601-519.20-03	Unemployment Compensation	-	600	600
001-3601-519.31-17	Supplies-Uniform Purchase	181	500	500
001-3601-519.31-23	Supplies-Building Maint.	5,146	1,650	1,650
001-3601-519.31-24	Small Tools & Equip-Grnds	414	400	400
001-3601-519.31-29	Supplies-Grounds Maint.	4,025	3,930	3,930
001-3601-519.41-31	Prof. Svc-Building Maint.	7,361	6,870	6,870
001-3601-519.41-39	Prof. Svc-Tree Evaluation	302	585	585
001-3601-519.42-01	Telecommunications	506	741	741
001-3601-519.43-01	Transportation/Per Diem	104	500	500
001-3601-519.43-03	Registrations	65	345	345
001-3601-519.45-01	Equipment Rental	13,998	5,391	4,667
001-3601-519.45-02	IMS Rental	1,939	2,165	2,217
001-3601-519.48-03	Rep & Maint-Facilities	35,313	37,450	37,450
001-3601-519.48-10	Rep & Maint-Equip-Grnds	166	200	200
001-3601-519.49-06	Maintenance Contracts	34,009	40,610	40,610
001-3601-519.49-10	Uniform Contract/Cleaning	-	950	950
001-3601-519.49-23	Custodial	112,719	136,920	136,920
001-3601-572.31-23	Supplies-Building Maint.	1,610	5,385	5,385
001-3601-572.31-24	Small Tools & Equip-Grnds	547	503	503
001-3601-572.31-29	Supplies-Grounds Maint.	2,167	2,184	2,184
001-3601-572.41-01	Prof. Svc-Other	3,061	3,420	3,420
001-3601-572.41-31	Prof. Svc-Building Maint.	965	12,964	12,964
001-3601-572.48-03	Rep & Maint-Facilities	6,617	16,521	16,521
001-3601-572.48-10	Rep & Maint-Equip-Grnds	135	130	130
001-3601-572.49-06	Maintenance Contracts	15,982	22,220	22,220
001-3601-572.49-23	Custodial	16,104	30,348	30,348
Total Public Works Facilities Maintenance		421,767	451,257	492,971

PLANNING & COMMUNITY DEVELOPMENT

The Department of Community Development is responsible for the City's full range of land use planning and implementation, economic strategies and construction code compliance services. The Department's mission is to ensure the highest quality of development and construction in the City, a robust local economy 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, Economic Development and support services to the Hearings Examiner. These program efforts are summarized below. Department services are provided by 16 full-time employee positions. No full time permanent staff additions are proposed in 2016. 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.

The Department's economic development division focus is to facilitate a sustainable and robust local economy. This division serves to develop, update and implement economic development programs that improve economic conditions within the City. The economic development division provides various services including demographic, market data and site selection assistance to businesses interested in locating or expanding in the City of Lacey area. This division provides resources to link businesses and entrepreneurs to employment, workforce training and financial assistance providers. In addition, economic development staff is responsible for coordinating the implementation of the City's economic element being a resource for property owners, brokers and businesses and coordinating economic recruitment and retention strategies with Thurston EDC and the Lacey development community.

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 remained steady through 2015 and expected to continue in 2016. 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.

Both current planning projects and construction activity are back to historic levels prior to the high of 2006. The Department anticipates 2016 activity to remain steady and consistent with historic levels.

BUDGET SUMMARY

The 2016 budget for Community Development is **\$2,176,334**. The Department has generally been able to fund all expenses from permit and fee revenues assessed for City services. Due to the economic downturn, revenues from permits have been reduced. As the economy improves, it is anticipated that permit fees will also increase proportionately.

2016 PROGRAMS, GOALS & PRIORITIES

- Maintain timely plan review and inspection level of service.
- Continue implementation and enhancement of permit tracking system and new Geographical Information Services.
- Maintain land use permit and customer response level of service.
- Maintain ongoing monitoring of comprehensive plan and amend as necessary through annual process, and monitor success of regulatory reform efforts.
- Continue economic development efforts, especially as related industrial and retail recruitment, business retention and timely development permit processing.
- Update the Economic Development Plan and identify economic development strategies to create jobs and revenue to serve the Lacey Community.
- Complete the economic strategy and work plan based on the adopted economic development element.
- Respond to State Mandated land use, shoreline, and environmental requirements.
- Regularly monitor development activity and approved projects to provide key information and reporting to Public Works on water system demands.
- Coordinate, conduct and provide fire services, inspection and education.
- Complete the full update of the Comprehensive Plan to achieve GMA compliance by July of 2016. Specifically review and update in 2016 the Land Use, Economic Development, CR2, Utilities Elements and complete the environmental review documentation.
- Maintain the Resource Conservation Program.
- Integrate LID stormwater requirements into City's development code to meet Phase 2 NPDES permit compliance by December 2016.
- Complete the Envision Lacey public outreach campaign to inform the Comprehensive Plan update with citizen feedback.
- Monitor and maintain in-house energy audit program through the Building Division with the goal of identifying significant energy savings.

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Planning and Community Development				
General Services				
001-3701-558.10-01	Salaries-Regular	436,612	550,234	576,864
001-3701-558.10-05	Salaries-Overtime	3,828	5,000	5,000
001-3701-558.10-06	Salaries-Part-Time	23	-	-
001-3701-558.20-01	Employer Paid Benefits	173,089	244,956	242,274
001-3701-558.31-01	Office & Operating Supply	5,983	6,500	5,500
001-3701-558.31-27	Software Upgrade	-	2,174	-
001-3701-558.41-12	Special Needs Interpreter	-	500	500
001-3701-558.41-24	Tree Protection Specialist	25,347	42,000	40,000
001-3701-558.43-01	Transportation/Per Diem	4,448	3,500	6,500
001-3701-558.43-02	Dues, Subscriptions, Publ	4,038	3,000	3,000
001-3701-558.43-03	Registrations	2,195	3,300	3,300
001-3701-558.44-05	Adv/Public Hearings	15,448	14,000	14,000
001-3701-558.45-02	IMS Rental	74,782	65,107	82,868
001-3701-558.49-02	Printing & Binding	2,652	4,000	4,000
001-3701-558.49-20	Special Projects	330	10,000	10,000
001-3701-558.49-30	Software Maintenance	2,877	-	-
Total General Services		751,652	954,271	993,806
Building Codes				
001-3702-524.10-01	Salaries-Regular	605,274	615,768	647,221
001-3702-524.10-05	Salaries-Overtime	1,735	13,000	13,000
001-3702-524.10-06	Salaries-Part-Time	-	6,200	6,200
001-3702-524.20-01	Employer Paid Benefits	253,715	275,633	296,230
001-3702-524.31-01	Office & Operating Supply	8,755	22,750	22,750
001-3702-524.41-01	Prof. Svc-Other	30,284	151,963	55,000
001-3702-524.41-06	Codification/Microfilm	-	8,000	-
001-3702-524.41-35	Prof Svc-Hazard Abatement	-	5,000	5,000
001-3702-524.42-01	Telecommunications	2,489	2,400	2,400
001-3702-524.43-01	Transportation/Per Diem	51	3,100	3,100
001-3702-524.43-02	Dues, Subscriptions, Publ	804	11,715	11,715
001-3702-524.43-03	Registrations	1,585	3,000	3,000
001-3702-524.45-01	Equipment Rental	27,572	24,522	25,272
001-3702-524.49-02	Printing & Binding	-	800	800
Total Building Codes		932,264	1,143,851	1,091,688

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Planning and Community Development				
Hearings Examiner				
001-3703-558.10-01	Salaries-Regular	34,454	33,873	36,082
001-3703-558.10-05	Salaries-Overtime	142	500	500
001-3703-558.20-01	Employer Paid Benefits	12,680	13,634	14,258
001-3703-558.31-01	Office & Operating Supply	-	2,500	2,500
001-3703-558.41-10	Prof/Hearings Examiner	37,363	36,000	36,000
001-3703-558.44-05	Adv/Public Hearings	-	1,500	1,500
Total Hearings Examiner		84,639	88,007	90,840
Total Planning and Community Development		1,768,555	2,186,129	2,176,334

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.

Water Resources is leading the City's efforts in a myriad of resource management issues, including: watershed planning, water right management, wastewater reduction, stormwater management, water conservation, water reuse, and ground/surface water quality monitoring and protection. The Water Resource staff manages programs for cross-connection control, customer response, well-head protection, distribution system monitoring, volunteer programs, and Stream Team; and works with South Sound Green. 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 salmon recovery efforts. 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 2016. 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 **\$1,335,552**.

2016 PROGRAMS, GOALS AND PRIORITIES

- Implement the programmatic requirements of NPDES Phase II, including code updates.
- 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.
- Replace aging water and wastewater infrastructure.
- Develop the Reclaimed Water Utility including support facilities necessary to serve the Gateway Project, Regional Athletic Complex, and future water right mitigation efforts.
- Continue water rights mitigation efforts in the Woodland Creek and Deschutes River basins

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Public Works Water Resource Division				
General Services				
001-3801-532.10-01	Salaries-Regular	169,620	202,107	205,572
001-3801-532.10-05	Salaries-Overtime	1,097	-	-
001-3801-532.10-06	Salaries-Part-Time	2,336	-	-
001-3801-532.20-01	Employer Paid Benefits	66,095	84,102	87,339
001-3801-532.20-03	Unemployment Compensation	1,738	-	-
001-3801-532.31-01	Office & Operating Supply	2,955	8,000	8,000
001-3801-532.31-02	Small Tools & Equipment	622	5,000	5,000
001-3801-532.31-17	Supplies-Uniform Purchase	518	500	500
001-3801-532.41-01	Prof. Svc-Other	60	1,500	1,500
001-3801-532.42-01	Telecommunications	862	300	300
001-3801-532.42-02	Communications-Postage	-	3,000	500
001-3801-532.43-01	Transportation/Per Diem	1,339	4,000	9,500
001-3801-532.43-02	Dues, Subscriptions, Publ	1,462	2,800	2,800
001-3801-532.43-03	Registrations	5,447	12,000	20,600
001-3801-532.45-01	Equipment Rental	14,977	13,482	14,099
001-3801-532.45-02	IMS Rental	27,873	36,996	30,192
001-3801-532.48-01	Rep & Maint-Equipment	-	350	350
001-3801-532.49-02	Printing & Binding	89	4,000	500
001-3801-532.49-03	Recording Fees	-	300	300
001-3801-532.49-30	Software Maintenance	19,229	9,500	14,600
Total General Services		316,319	387,937	401,652
Water Utility				
001-3803-532.10-01	Salaries-Regular	222,612	209,566	213,692
001-3803-532.10-05	Salaries-Overtime	-	5,200	5,200
001-3803-532.10-06	Salaries-Part-Time	7,277	11,600	20,580
001-3803-532.20-01	Employer Paid Benefits	85,130	86,086	97,366
Total Water Utility		315,019	312,452	336,838
Wastewater Utility				
001-3804-532.10-01	Salaries-Regular	43,391	52,489	56,070
001-3804-532.10-05	Salaries-Overtime	-	500	500
001-3804-532.10-06	Salaries-Part-Time	5,132	11,599	7,483
001-3804-532.20-01	Employer Paid Benefits	20,199	24,498	24,220
Total Wastewater Utility		68,722	89,086	88,273

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Public Works Water Resource Division				
Stormwater Utility				
001-3805-532.10-01	Salaries-Regular	132,646	135,847	140,959
001-3805-532.10-05	Salaries-Overtime	1,333	3,000	3,000
001-3805-532.10-06	Salaries-Part-Time	11,641	9,354	1,871
001-3805-532.20-01	Employer Paid Benefits	58,482	61,499	64,029
Total Stormwater Utility		204,102	209,700	209,859
Water Resources Projects				
001-3806-532.10-01	Salaries-Regular	173,387	208,418	210,277
001-3806-532.10-05	Salaries-Overtime	672	500	500
001-3806-532.10-06	Salaries-Part-Time	2,397	4,864	7,483
001-3806-532.20-01	Employer Paid Benefits	66,335	87,737	80,670
Total Water Resources Projects		242,791	301,519	298,930
Total Public Works Water Resource Division		1,146,953	1,300,694	1,335,552



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PARKS AND RECREATION

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

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

The total 2016 budget for Parks and Recreation is **\$2,551,850**. 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.

2016 PROGRAMS, GOALS AND PRIORITIES

- General Services: Investigate the feasibility of a metropolitan park district for the city.
- Youth/Teens: Continue the community and grant-supported summer playground and hot lunch program, and pursue a stable source of funds. Integrate sixth graders into the ACT Night Program.
- Recreation Administration: Expand marketing of programs and activities. Upgrade our registration software.
- Aquatics: Increase variety of programs for community interest, such as swim camps, youth triathlon, and family swim nights, and cost-recovery the NTPS Pool Agreement
- Physical Activities/Sports: Increase youth participation by offering new and additional classes/program/leagues.
- Cultural Arts and Education: Expand program offerings to meet community needs and interests.
- 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: Continue to research new locations to expand and offer daytime classes.
- Special Events/Activities: Expand visibility with more advertising; enhance year-round special events with new activities and features to attract more participants. Solicit new sponsors.
- Museum Operations: Update museum policies and procedures, continue inventory and entry of the museum collection into the database, and develop a funding strategy for the new Lacey Museum project.

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Parks and Recreation				
General Services				
001-7401-574.10-01	Salaries-Regular	137,277	140,013	140,792
001-7401-574.10-06	Salaries-Part-Time	118	100	101
001-7401-574.20-01	Employer Paid Benefits	49,097	53,496	54,431
001-7401-574.31-01	Office & Operating Supply	307	1,500	750
001-7401-574.31-02	Small Tools & Equipment	248	1,000	1,000
001-7401-574.35-35	Replaced Equipment	6,850	10,000	10,000
001-7401-574.41-01	Prof. Svc-Other	10,944	12,000	12,000
001-7401-574.41-40	Prof. Svc-Milfoil Project	970	1,250	1,250
001-7401-574.43-01	Transportation/Per Diem	274	78	78
001-7401-574.43-02	Dues, Subscriptions, Publ	1,109	1,177	1,177
001-7401-574.43-03	Registrations	634	650	650
001-7401-574.45-01	Equipment Rental	3,467	3,990	3,050
001-7401-574.45-02	IMS Rental	8,938	7,562	7,900
001-7401-574.48-01	Rep & Maint-Equipment	-	200	200
001-7401-574.49-25	Assessments/Taxes	14,175	13,400	16,300
001-7401-574.49-30	Software Maintenance	-	1,675	6,820
Total General Services		234,408	248,091	256,499
Youth/Teens				
001-7402-574.10-01	Salaries-Regular	118,136	117,060	117,572
001-7402-574.10-05	Salaries-Overtime	1,225	2,500	2,500
001-7402-574.10-06	Salaries-Part-Time	133,365	134,425	135,097
001-7402-574.20-01	Employer Paid Benefits	66,360	63,505	65,298
001-7402-574.31-01	Office & Operating Supply	12,838	15,365	15,365
001-7402-574.31-02	Small Tools & Equipment	3,194	4,950	4,950
001-7402-574.41-01	Prof. Svc-Other	126,564	125,500	-
001-7402-574.41-11	Prof. Svc-Recreational	-	-	125,500
001-7402-574.45-05	Rentals-Other	39	-	-
001-7402-574.45-06	Rentals-School Facilities	5,192	5,155	5,500
001-7402-574.49-02	Printing & Binding	750	880	880
Total Youth/Teens		467,663	469,340	472,662
Recreation Administration				
001-7403-574.10-01	Salaries-Regular	185,482	165,031	173,266
001-7403-574.10-05	Salaries-Overtime	270	2,000	2,000
001-7403-574.10-06	Salaries-Part-Time	3,921	14,847	14,921

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Parks and Recreation				
Recreation Administration -Continued				
001-7403-574.20-01	Employer Paid Benefits	87,094	80,975	86,180
001-7403-574.31-01	Office & Operating Supply	4,918	7,000	6,500
001-7403-574.31-02	Small Tools & Equipment	22	500	500
001-7403-574.31-17	Supplies-Uniform Purchase	48	250	250
001-7403-574.41-01	Prof. Svc-Other	-	9,200	9,200
001-7403-574.41-37	Prof Svc-Sunshine Program	8,055	8,055	8,377
001-7403-574.42-01	Telecommunications	1,580	2,000	2,000
001-7403-574.42-03	Communications-Recreation	46,297	47,257	46,495
001-7403-574.43-01	Transportation/Per Diem	1,375	1,201	1,201
001-7403-574.43-02	Dues, Subscriptions, Publ	100	875	875
001-7403-574.43-03	Registrations	2,019	4,180	4,180
001-7403-574.44-02	Adv/Part-time Position	421	500	500
001-7403-574.45-01	Equipment Rental	29,150	33,541	25,643
001-7403-574.45-02	IMS Rental	29,040	22,252	23,247
001-7403-574.45-05	Rentals-Other	1,215	1,926	771
001-7403-574.49-02	Printing & Binding	624	2,700	2,700
001-7403-574.49-06	Maintenance Contracts	20,878	20,000	20,000
001-7403-574.49-25	Assessments/Taxes	11,048	17,000	17,000
001-7403-574.49-58	Misc-Scholarships	7,119	6,678	6,678
Total Recreation Administration		440,676	447,968	452,484
Aquatics				
001-7404-574.10-01	Salaries-Regular	116,243	121,896	129,834
001-7404-574.10-05	Salaries-Overtime	1,359	2,500	2,500
001-7404-574.10-06	Salaries-Part-Time	134,120	142,475	143,187
001-7404-574.20-01	Employer Paid Benefits	66,042	63,590	70,705
001-7404-574.20-03	Unemployment Compensation	674	-	-
001-7404-574.31-01	Office & Operating Supply	9,550	8,500	8,500
001-7404-574.31-02	Small Tools & Equipment	4,147	6,500	5,000
001-7404-574.41-11	Prof. Svc-Recreational	3,361	2,000	2,000
001-7404-574.43-01	Transportation/Per Diem	-	200	200
001-7404-574.43-03	Registrations	-	200	200
001-7404-574.45-09	North Thurston Pool Agree	93,640	105,000	105,000
001-7404-574.49-02	Printing & Binding	2,328	2,500	2,500
Total Aquatics		431,464	455,361	469,626

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Parks and Recreation				
Physical Activities				
001-7405-574.10-01	Salaries-Regular	63,672	68,613	76,218
001-7405-574.10-05	Salaries-Overtime	105	1,100	1,100
001-7405-574.10-06	Salaries-Part-Time	33,739	57,509	70,478
001-7405-574.20-01	Employer Paid Benefits	36,920	40,356	48,457
001-7405-574.20-03	Unemployment Compensation	181	-	-
001-7405-574.31-01	Office & Operating Supply	9,999	22,350	16,350
001-7405-574.31-02	Small Tools & Equipment	3,598	5,900	5,900
001-7405-574.41-11	Prof. Svc-Recreational	72,688	38,935	68,960
001-7405-574.45-05	Rentals-Other	9,871	8,360	8,360
001-7405-574.45-06	Rentals-School Facilities	32,046	39,105	89,105
001-7405-574.48-01	Rep & Maint-Equipment	-	600	600
001-7405-574.49-02	Printing & Binding	-	4,850	4,850
Total Physical Activities		262,819	287,678	390,378
Cultural Arts and Education				
001-7406-574.10-01	Salaries-Regular	16,735	19,429	19,200
001-7406-574.10-06	Salaries-Part-Time	15,967	19,796	16,377
001-7406-574.20-01	Employer Paid Benefits	9,664	11,494	10,704
001-7406-574.20-03	Unemployment Compensation	96	-	-
001-7406-574.31-01	Office & Operating Supply	2,320	2,820	2,820
001-7406-574.31-02	Small Tools & Equipment	345	1,000	1,000
001-7406-574.41-01	Prof. Svc-Other	22,325	18,000	-
001-7406-574.41-11	Prof. Svc-Recreational	-	-	22,000
001-7406-574.45-05	Rentals-Other	2,685	5,000	5,000
001-7406-574.45-06	Rentals-School Facilities	330	1,000	500
Total Cultural Arts and Education		70,467	78,539	77,601
Outdoor Activities				
001-7407-574.10-01	Salaries-Regular	11,019	14,985	19,200
001-7407-574.10-05	Salaries-Overtime	103	200	200
001-7407-574.10-06	Salaries-Part-Time	10,663	6,627	10,553
001-7407-574.20-01	Employer Paid Benefits	5,122	5,806	7,790
001-7407-574.20-03	Unemployment Compensation	-	100	100
001-7407-574.31-01	Office & Operating Supply	1,477	1,740	2,840
001-7407-574.31-02	Small Tools & Equipment	297	300	300

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Parks and Recreation				
Outdoor Activities-Continued				
001-7407-574.41-01	Prof. Svc-Other	11,458	10,550	-
001-7407-574.41-11	Prof. Svc-Recreational	-	-	16,625
Total Outdoor Activities		40,139	40,308	57,608
Fitness				
001-7408-574.10-01	Salaries-Regular	6,369	6,889	6,280
001-7408-574.10-05	Salaries-Overtime	-	105	105
001-7408-574.10-06	Salaries-Part-Time	4,927	5,148	5,174
001-7408-574.20-01	Employer Paid Benefits	3,234	4,030	3,618
001-7408-574.31-01	Office & Operating Supply	-	200	200
001-7408-574.31-02	Small Tools & Equipment	110	1,700	1,700
001-7408-574.41-01	Prof. Svc-Other	7,704	9,350	1,350
001-7408-574.41-11	Prof. Svc-Recreational	-	-	8,000
001-7408-574.45-05	Rentals-Other	884	1,900	1,900
001-7408-574.45-06	Rentals-School Facilities	300	500	500
Total Fitness		23,528	29,822	28,827
Special Events				
001-7409-574.10-01	Salaries-Regular	88,872	92,924	97,624
001-7409-574.10-05	Salaries-Overtime	79	-	-
001-7409-574.10-06	Salaries-Part-Time	8,018	14,156	15,075
001-7409-574.20-01	Employer Paid Benefits	38,149	40,374	43,513
001-7409-574.31-01	Office & Operating Supply	12,325	13,000	15,000
001-7409-574.31-02	Small Tools & Equipment	2,063	2,000	2,000
001-7409-574.41-11	Prof. Svc-Recreational	44,532	43,000	41,000
001-7409-574.44-06	Promotion - Events	-	-	10,200
001-7409-574.45-05	Rentals-Other	4,560	4,750	6,900
001-7409-574.45-06	Rentals-School Facilities	-	200	200
001-7409-574.48-01	Rep & Maint-Equipment	-	50	50
001-7409-574.49-02	Printing & Binding	3,246	3,000	2,000
Total Special Events		201,844	213,454	233,562
Museum Operation				
001-7410-575.10-01	Salaries-Regular	-	56,430	59,972
001-7410-575.20-01	Employer Paid Benefits	-	32,232	34,334

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Parks and Recreation				
Museum Operation-Continued				
001-7410-575.31-01	Office & Operating Supply	-	1,150	1,323
001-7410-575.31-02	Small Tools & Equipment	-	50	1,762
001-7410-575.41-01	Prof. Svc-Other	-	4,500	600
001-7410-575.41-31	Prof. Svc-Building Maint.	-	100	300
001-7410-575.42-01	Telecommunications	-	1,600	1,600
001-7410-575.43-01	Transportation/Per Diem	-	50	100
001-7410-575.43-02	Dues, Subscriptions, Publ	-	350	350
001-7410-575.43-03	Registrations	-	50	50
001-7410-575.45-02	IMS Rental	-	4,436	3,965
001-7410-575.45-05	Rentals-Other	-	50	1,205
001-7410-575.46-02	Insurance-Fire/Property	-	258	281
001-7410-575.47-01	Utility-Electric	-	800	800
001-7410-575.47-02	Utility-City of Lacey	-	650	650
001-7410-575.47-03	Utility-Natural Gas	-	1,649	1,649
001-7410-575.49-02	Printing & Binding	-	90	90
001-7410-575.49-06	Maintenance Contracts	-	1,800	1,800
001-7410-575.49-23	Custodial	-	910	910
001-7410-575.49-30	Software Maintenance	-	-	862
Total Museum Operation		-	107,155	112,603
Total Parks and Recreation		2,173,008	2,377,716	2,551,850

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Other Operating Expense				
Other Operating Expense				
001-7501-508.90-00	Unassigned Funds	-	86,737	1,851,826
001-7501-597.02-01	Transfer Out 301 Fund	-	50,000	-
001-7501-597.10-04	Transfer Out-Util. Tax	3,457,199	3,484,640	3,339,787
001-7501-597.11-02	Transfer Out 302 Fund	-	50,000	-
001-7501-597.12-00	Transfer Out-WA Fireflow	539,626	554,408	601,250
Total Other Operating Expenses		3,996,825	4,225,785	5,792,863
Total Current Expense Fund Expenditures		29,738,770	32,742,143	34,236,059



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CRIMINAL JUSTICE FUND

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

BUDGET SUMMARY

The total budget for 2016 is **\$1,485,525**. This budget amount maintains the current level of staffing and services.

2016 PROGRAMS, GOALS AND PRIORITIES

- Continue enhancement of the department's policing philosophies.

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Criminal Justice Fund - Revenues</i>				
Revenues				
003-0000-308.00-00	Estimated Beginning Cash	-	76,050	750,000
003-0000-313.70-00	Sales Tax-Crim/Justice	667,493	600,000	675,000
003-0000-336.06-21	Criminal Justice - Pop	11,615	11,330	12,886
003-0000-336.06-26	Special Programs	42,907	40,335	44,639
003-0000-336.06-51	DUI/Other Criminal Asst	7,919	-	-
003-0000-361.11-00	Investment Interest	2,423	2,500	3,000
Total Criminal Justice Fund Revenues		732,357	730,215	1,485,525

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Criminal Justice Fund - Expenditures</i>				
Police				
Investigation and Apprehension				
003-2106-521.10-01	Salaries-Regular	342,948	438,693	1,035,857
003-2106-521.10-05	Salaries-Overtime	10,958	26,000	26,650
003-2106-521.20-01	Employer Paid Benefits	105,419	145,799	377,561
003-2106-521.31-01	Office & Operating Supply	568	4,725	4,725
003-2106-521.31-02	Small Tools & Equipment	857	4,100	4,100
003-2106-521.31-09	Supplies-Bike Patrol	87	2,000	2,000
003-2106-521.31-17	Supplies-Uniform Purchase	11,721	3,365	3,365
003-2106-521.41-01	Prof. Svc-Other	-	1,620	1,620
003-2106-521.45-01	Equipment Rental	25,145	22,293	24,077
003-2106-521.48-01	Rep & Maint-Equipment	-	500	500
003-2106-521.49-10	Uniform Contract/Cleaning	1,953	2,370	2,370
003-2106-521.49-30	Software Maintenance	-	2,700	2,700
003-2106-597.02-01	Transfer Out 301 Fund	-	71,000	-
003-2106-597.11-02	Transfer Out 302 Fund	-	5,050	-
Total Criminal Justice Fund Expenditures		499,656	730,215	1,485,525



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COMMUNITY BUILDINGS FUND

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

Lacey's Senior Center was included in the fund in 2003, when it opened to 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 5344 square foot expansion to the Senior Center in April of 2013.

BUDGET SUMMARY

Eighteen years of operations at the Community Center and ten years of the Jacob Smith House have provided a solid foundation for examining maintenance and operation costs, and used to project potential revenue in 2015 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 2016 the operating budget will be **\$514,583**.

2016 PROGRAMS, GOALS AND PRIORITIES

- Increase rentals at the Lacey Community Center and Jacob Smith House during the week by word of mouth and testimonials.
- Review and update if necessary the Lacey Community Center and Jacob Smith House Policy and Procedures.
- Continue to update our Employee Manual to reflect our expectations and job responsibilities.
- Pursue grants and outside sources of funds necessary to expand the raised garden beds at 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	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Community Buildings Fund - Revenues</i>				
Revenues				
005-0000-308.00-00	Estimated Beginning Cash	-	13,174	-
005-0000-311.10-00	Property Taxes-Current	285,934	284,469	280,783
005-0000-348.94-00	Parks & Recreation Serv.	3,623	-	-
005-0000-361.11-00	Investment Interest	1,478	1,250	1,750
005-0000-362.40-10	Rentals - Community Ctr.	196,738	195,000	195,000
005-0000-362.40-20	Rentals - Jacob Smith Fac	36,640	37,000	37,000
005-0000-369.90-00	Other Misc Revenue	-	50	50
Total Community Buildings Fund Revenue		524,413	530,943	514,583

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Community Buildings Fund - Expenditures</i>				
Parks and Recreation				
Community Center				
005-7601-575.10-01	Salaries-Regular	95,097	97,049	94,755
005-7601-575.10-06	Salaries-Part-Time	18,245	17,500	17,588
005-7601-575.20-01	Employer Paid Benefits	44,762	46,725	48,856
005-7601-575.31-01	Office & Operating Supply	1,468	2,000	2,000
005-7601-575.31-02	Small Tools & Equipment	1,826	2,500	2,500
005-7601-575.31-17	Supplies-Uniform Purchase	337	600	600
005-7601-575.41-01	Prof. Svc-Other	10,618	12,400	12,400
005-7601-575.42-01	Telecommunications	3,245	5,000	5,000
005-7601-575.45-02	IMS Rental	5,388	8,513	7,898
005-7601-575.45-03	Copier Rental	384	500	500
005-7601-575.46-01	Insurance-Liability	5,463	6,644	6,644
005-7601-575.46-02	Insurance-Fire/Property	3,369	3,185	3,400
005-7601-575.46-06	AWC-L & I Pool	353	393	393
005-7601-575.47-01	Utility-Electric	18,195	16,000	18,200
005-7601-575.47-02	Utility-City of Lacey	8,894	10,000	9,000
005-7601-575.47-03	Utility-Natural Gas	6,867	9,000	7,800
005-7601-575.47-07	Utility-Solid Waste	8,301	6,000	8,500
005-7601-575.48-01	Rep & Maint-Equipment	266	1,000	1,000
005-7601-575.49-06	Maintenance Contracts	-	1,000	500
005-7601-575.49-23	Custodial	4,280	6,000	6,000
005-7601-575.49-25	Assessments/Taxes	3,505	-	3,600
005-7601-575.49-27	Bad Debt Expense	759	-	-
005-7601-597.02-01	Transfer Out 301 Fund	-	11,000	-
Total Community Center		241,622	263,009	257,134
Jacob Smith Facility				
005-7602-575.10-01	Salaries-Regular	26,826	27,078	24,588
005-7602-575.10-06	Salaries-Part-Time	5,903	8,732	8,040
005-7602-575.20-01	Employer Paid Benefits	12,553	13,355	13,087
005-7602-575.31-01	Office & Operating Supply	1,079	1,250	1,250
005-7602-575.31-02	Small Tools & Equipment	1,573	2,000	1,500
005-7602-575.41-01	Prof. Svc-Other	1,974	10,824	8,650
005-7602-575.42-01	Telecommunications	1,555	1,750	1,750
005-7602-575.45-02	IMS Rental	1,542	3,732	3,611
005-7602-575.46-02	Insurance-Fire/Property	446	422	450
005-7602-575.47-01	Utility-Electric	1,267	2,250	2,000

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Community Buildings Fund - Expenditures</i>				
Parks and Recreation				
Jacob Smith Facility-Continued				
005-7602-575.47-02	Utility-City of Lacey	6,379	5,500	6,500
005-7602-575.47-03	Utility-Natural Gas	1,485	2,000	2,000
005-7602-575.48-01	Rep & Maint-Equipment	-	400	400
005-7602-575.48-03	Rep & Maint-Facilities	-	750	500
005-7602-575.48-10	Rep & Maint-Equip-Grnds	-	1,000	1,000
005-7602-575.49-06	Maintenance Contracts	-	500	2,400
005-7602-575.49-23	Custodial	3,380	5,000	5,000
005-7602-575.60-01	Capital Outlays-Equipment	-	-	4,792
Total Jacob Smith Facility		65,962	86,543	87,518
Senior Center				
005-7603-555.31-01	Office & Operating Supply	144	100	600
005-7603-555.46-02	Insurance-Fire/Property	3,984	4,000	4,000
005-7603-555.47-01	Utility-Electric	12,902	20,000	16,000
005-7603-555.47-02	Utility-City of Lacey	1,960	3,000	2,200
005-7603-555.47-03	Utility-Natural Gas	4,096	7,160	4,500
005-7603-555.48-01	Rep & Maint-Equipment	180	250	250
005-7603-555.49-06	Maintenance Contracts	-	4,950	450
Total Senior Center		23,266	39,460	28,000
Community Center Facility Maintenance				
005-7611-575.31-23	Supplies-Building Maint.	2,421	5,041	5,041
005-7611-575.31-24	Small Tools & Equip-Bldg	54	200	200
005-7611-575.31-29	Supplies-Grounds Maint.	959	1,000	1,000
005-7611-575.41-31	Prof. Svc-Building Maint.	2,361	5,100	5,100
005-7611-575.48-01	Rep & Maint-Equipment	217	103	103
005-7611-575.48-03	Rep & Maint-Facilities	9,045	4,750	4,750
005-7611-575.48-10	Rep & Maint-Equip-Grnds	208	200	200
005-7611-575.49-06	Maintenance Contracts	8,265	7,694	7,694
005-7611-575.49-23	Custodial	34,734	41,803	41,803
Total Community Center Facility Maintenance		58,264	65,891	65,891
Jacob Smith Facility Maintenance				
005-7612-575.31-23	Supplies-Building Maint.	857	875	875
005-7612-575.31-29	Supplies-Grounds Maint.	1,565	1,750	1,750
005-7612-575.41-31	Prof. Svc-Building Maint.	-	2,018	2,018

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Community Buildings Fund - Expenditures</i>				
Parks and Recreation				
Jacob Smith Facility Maintenance-Continued				
005-7612-575.41-39	Prof. Svc-Tree Evaluation	-	250	250
005-7612-575.48-01	Rep & Maint-Equipment	329	250	250
005-7612-575.48-03	Rep & Maint-Facilities	-	750	750
005-7612-575.48-10	Rep & Maint-Equip-Grnds	253	200	200
005-7612-575.49-06	Maintenance Contracts	865	3,780	3,780
Total Community Center Facility Maintenance		3,869	9,873	9,873
Senior Center Facility Maintenance				
005-7613-555.31-23	Supplies-Building Maint.	1,865	1,126	1,126
005-7613-555.31-24	Small Tools & Equip-Bldg	-	200	200
005-7613-555.31-29	Supplies-Grounds Maint.	960	1,000	1,000
005-7613-555.41-31	Prof. Svc-Building Maint.	487	1,300	1,300
005-7613-555.41-39	Prof. Svc-Tree Evaluation	-	3,700	3,700
005-7613-555.48-01	Rep & Maint-Equipment	803	250	250
005-7613-555.48-03	Rep & Maint-Facilities	3,044	9,500	9,500
005-7613-555.48-10	Rep & Maint-Equip-Grnds	300	300	300
005-7613-555.49-06	Maintenance Contracts	7,711	8,000	8,000
005-7613-555.49-23	Custodial	13,047	40,791	40,791
Total Senior Center Facility Maintenance		28,217	66,167	66,167
Total Community Building Fund Expenditures		421,200	530,943	514,583



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REGIONAL ATHLETIC COMPLEX (RAC)

The Regional Athletic Complex operating fund (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.

An on-site crew of three (3) full-time maintenance personnel and seasonal staff maintain the 68 acre site as well as a full time RAC Manager and part-time recreational staff who schedule use of the complex, facilitate leagues, tournaments, and events, solicit sponsors and manage the concession contract. 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. A 20 year Financial Plan was prepared by staff in 2014, and updated in 2015, to insure fiscal sustainability of the RAC.

BUDGET SUMMARY

The 2016 budget **\$1,059,126** 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.

2016 PROGRAMS, 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.
- Insure gender equitable use of the facility.
- Develop a marketing program for visitors to the RAC, in conjunction with the Visitor and Convention Bureau.
- Develop and promote a diversity of activities not typical to athletic complexes.

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Regional Athletic Complex - Revenues</i>				
Revenues				
007-0000-308.00-00	Estimated Beginning Cash	-	1,325	-
007-0000-338.10-10	Capital Area - PFD	200,000	200,000	200,000
007-0000-347.40-00	Event Admissions Fee	7,288	-	8,000
007-0000-347.60-50	Physical Activities Prog	-	-	6,000
007-0000-347.60-90	Special Events Program	18,948	-	23,000
007-0000-347.62-00	Shelter Fees	9,260	15,000	10,000
007-0000-347.65-00	Field Use Fees	312,074	338,000	310,000
007-0000-347.68-00	League Fees	67,900	58,000	60,000
007-0000-361.11-00	Investment Interest	2,332	2,000	2,000
007-0000-362.30-10	RV-Parking	-	-	1,500
007-0000-362.50-10	Lease - Consessionaire	18,000	18,000	20,000
007-0000-367.10-03	Contribution-Parks-Gen.	-	10,000	-
007-0000-367.10-04	Cont.-Parks Sponsor/Event	12,200	12,000	12,000
007-0000-369.30-00	Sale of Forfeited Prop.	355	-	-
007-0000-397.10-01	Transfer in 303 Fund	276,806	255,676	249,626
007-0000-397.10-02	Transfer in 109 Fund	158,500	157,000	157,000
Total Regional Athletic Complex Fund Revenues		1,083,663	1,067,001	1,059,126

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Regional Athletic Complex - Expenditures</i>				
Regional Athletic Complex				
Regional Athletic Complex Maintenance				
007-3305-576.10-01	Salaries-Regular	141,316	253,274	179,393
007-3305-576.10-05	Salaries-Overtime	3,555	2,500	2,563
007-3305-576.10-06	Salaries-Part-Time	114,819	-	81,066
007-3305-576.20-01	Employer Paid Benefits	95,254	116,203	109,647
007-3305-576.20-03	Unemployment Compensation	10,839	-	-
007-3305-576.31-01	Office & Operating Supply	96,120	110,000	110,000
007-3305-576.31-02	Small Tools & Equipment	3,209	4,923	4,923
007-3305-576.31-17	Supplies-Uniform Purchase	2,162	2,000	2,000
007-3305-576.34-01	Fuel	10,075	25,000	25,000
007-3305-576.41-01	Prof. Svc-Other	5,847	8,000	8,000
007-3305-576.42-01	Telecommunications	11,242	3,000	3,000
007-3305-576.43-02	Dues, Subscriptions, Publ	75	-	-
007-3305-576.43-03	Registrations	2,540	-	-
007-3305-576.45-01	Equipment Rental	101,336	120,333	88,921
007-3305-576.45-02	IMS Rental	4,635	4,131	4,253
007-3305-576.45-05	Rentals-Other	110	5,000	5,000
007-3305-576.46-01	Insurance-Liability	10,276	12,498	12,498
007-3305-576.46-02	Insurance-Fire/Property	10,177	9,621	9,621
007-3305-576.46-06	AWC L & I POOL	913	1,015	1,015
007-3305-576.47-01	Utility-Electric	78,174	70,000	80,000
007-3305-576.47-02	Utility-City of Lacey	81,795	65,000	82,000
007-3305-576.47-07	Utility-Solid Waste	11,851	10,000	12,000
007-3305-576.48-01	Rep & Maint-Equipment	3,842	4,825	3,500
007-3305-576.48-03	Rep & Maint-Facilities	6,993	3,500	3,500
007-3305-576.49-25	Assessments/Taxes	10,100	9,731	11,000
Total Regional Athletic Complex Maintenance		817,255	840,554	838,900
Regional Athletic Complex General Services				
007-7401-576.10-01	Salaries-Regular	76,320	78,032	76,167
007-7401-576.10-06	Salaries-Part-Time	21,174	22,000	22,110
007-7401-576.20-01	Employer Paid Benefits	30,179	31,996	32,133
007-7401-576.20-03	Unemployment Compensation	147	500	500
007-7401-576.31-01	Office & Operating Supply	11,304	14,500	14,500
007-7401-576.31-02	Small Tools & Equipment	9,193	8,500	8,500
007-7401-576.31-17	Supplies-Uniform Purchase	691	500	500

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Regional Athletic Complex - Expenditures</i>				
Regional Athletic Complex				
Regional Athletic Complex General Services-continued				
007-7401-576.41-01	Prof. Svc-Other	32,187	56,500	20,000
007-7401-576.41-11	Prof. Svc - Recreation	-	-	26,500
007-7401-576.43-01	Transportation/Per Diem	230	1,000	1,000
007-7401-576.43-02	Dues, Subscriptions, Publ	100	120	120
007-7401-576.43-03	Registrations	-	500	500
007-7401-576.45-02	IMS Rental	3,873	6,249	9,646
007-7401-576.45-05	Rentals-Other	-	500	500
007-7401-576.49-06	Maintenance Contracts	-	550	550
007-7401-576.49-25	Assessments/Taxes	6,628	5,000	7,000
Total Regional Athletic Complex General Services		192,026	226,447	220,226
Total Regional Athletic Complex Fund Expenditures		1,009,281	1,067,001	1,059,126

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 2016 budget for the Transportation Maintenance Division is **\$3,504,352**. In addition to the general operating revenue, the City Street Fund receives State Fuel Tax revenue to partially offset the cost of street maintenance.

2016 PROGRAMS, GOALS AND PRIORITIES

- Continue an active and volunteer oriented Adopt-a-Roadway program and work with Parks Maintenance staff to expand the program to our park trail systems.
- Accomplish preventive maintenance goals on time and within budget.
- Continue inventory backlog of street lights.
- Reduce energy usage and enhance our street light maintenance program by replacing all street light burn-outs with energy efficient LED lights.

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>City Street Fund - Revenues</i>				
Revenues				
101-0000-308.00-00	Estimated Beginning Cash	-	400,000	600,000
101-0000-336.87-00	Motor Vehicle Fuel Tax	632,438	634,485	636,254
101-0000-338.36-00	Signal Maintenance	20,646	23,000	23,000
101-0000-344.81-00	New Development Signage	20,372	5,000	5,000
101-0000-348.95-20	Engineering Svc - Transp	6,013	-	2,500
101-0000-361.11-00	Investment Interest	4,883	6,000	3,500
101-0000-369.10-00	Sale of Scrap & Surplus	3,579	1,000	1,000
101-0000-369.40-00	Court Fees /Judgments	64,273	-	-
101-0000-397.10-04	Transfer In - Utility Tax	2,247,969	2,218,612	2,233,098
Total Public Works City Street Fund Revenues		3,000,173	3,288,097	3,504,352

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>City Street Fund - Expenditures</i>				
Public Works Street Division				
General Services				
101-4201-543.10-01	Salaries-Regular	245,716	188,088	236,134
101-4201-543.10-05	Salaries-Overtime	6,402	2,200	2,200
101-4201-543.10-06	Salaries-Part-Time	4,296	6,416	12,454
101-4201-543.20-01	Employer Paid Benefits	90,226	72,135	99,616
101-4201-543.20-03	Unemployment Compensation	21,443	4,200	4,200
101-4201-543.31-01	Office & Operating Supply	2,259	3,433	3,433
101-4201-543.31-02	Small Tools & Equipment	-	1,000	1,000
101-4201-543.31-17	Supplies-Uniform Purchase	880	3,500	3,500
101-4201-543.41-01	Prof. Svc-Other	396	481	481
101-4201-543.42-01	Telecommunications	3,444	2,258	2,258
101-4201-543.43-01	Transportation/Per Diem	738	1,815	1,815
101-4201-543.43-02	Dues, Subscriptions, Publ	34	552	552
101-4201-543.43-03	Registrations	2,252	500	500
101-4201-543.45-01	Equipment Rental	13,241	8,821	8,268
101-4201-543.45-02	IMS Rental	30,477	26,615	23,016
101-4201-543.45-03	Copier Rental	1,013	926	926
101-4201-543.46-01	Insurance-Liability	25,230	30,684	30,684
101-4201-543.46-02	Insurance-Fire / Property	665	629	629
101-4201-543.46-06	AWC-L & I Pool	1,871	2,081	2,081
101-4201-543.47-01	Utility-Electric	5,311	9,090	9,090
101-4201-543.47-02	Utility-City of Lacey	866	1,586	1,586
101-4201-543.47-03	Utility-Natural Gas	633	2,085	2,085
101-4201-543.47-07	Utility-Solid Waste	3,415	3,185	3,185
101-4201-543.48-01	Rep & Maint-Equipment	317	1,027	1,027
101-4201-543.48-03	Rep & Maint-Facilities	1	-	-
101-4201-543.49-06	Maintenance Contracts	1,761	1,891	1,891
101-4201-543.49-10	Uniform Contract/Cleaning	42	-	-
101-4201-543.49-23	Custodial	5,147	5,689	5,689
101-4201-543.49-25	Assessments/Taxes	2,819	117	2,900
101-4201-543.49-27	Bad Debt Expense	2,633	8,785	8,785
101-4201-543.49-35	CDL-Physicals/Licenses	214	600	600
101-4201-543.50-90	Indirect Cost Plan Charge	-	25,902	-
101-4201-597.10-01	Transfer Out 102 Fund	1,000,000	-	-
101-4201-597.11-01	Transfer Out 001 Fund	-	-	500,000
Total General Services		1,473,742	416,291	970,585

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>City Street Fund - Expenditures</i>				
Public Works Street Division				
Street Lighting				
101-4204-542.10-01	Salaries-Regular	50,991	82,078	85,596
101-4204-542.10-05	Salaries-Overtime	1,123	500	500
101-4204-542.10-06	Salaries-Part-Time	15,503	6,370	6,276
101-4204-542.20-01	Employer Paid Benefits	25,181	37,265	38,155
101-4204-542.31-17	Supplies-Uniform Purchase	1,265	1,450	1,450
101-4204-542.32-01	Electrical Supplies	35,190	419,500	119,500
101-4204-542.33-01	Small Tools-Electrical	2,248	2,000	2,000
101-4204-542.41-13	Prof. Svc-Electrical	730	-	-
101-4204-542.41-32	Prof. Svc-Utility Locates	237	340	340
101-4204-542.43-03	Registrations	2,717	1,500	1,500
101-4204-542.45-01	Equipment Rental	21,007	22,053	20,670
101-4204-542.47-01	Utility-Electric	506,623	513,000	513,000
Total Street Lighting		662,815	1,086,056	788,987
Street Signs & Markers				
101-4205-542.10-01	Salaries-Regular	142,491	160,646	155,074
101-4205-542.10-05	Salaries-Overtime	3,014	790	790
101-4205-542.10-06	Salaries-Part-Time	25,464	36,743	36,565
101-4205-542.20-01	Employer Paid Benefits	59,490	71,329	71,049
101-4205-542.31-01	Office & Operating Supply	1,960	3,000	3,000
101-4205-542.31-02	Small Tools & Equipment	-	5,000	500
101-4205-542.31-27	Software Upgrade	-	1,075	1,075
101-4205-542.31-31	Supplies-City Projects	2,337	2,000	2,000
101-4205-542.31-32	Sign Making Supplies	23,337	27,750	27,750
101-4205-542.31-34	Road Marking Supplies	60,289	61,500	66,000
101-4205-542.41-01	Prof. Svc-Other	28,264	40,433	40,433
101-4205-542.41-32	Prof. Svc-Utility Locates	180	50	50
101-4205-542.43-03	Registrations	350	1,500	1,500
101-4205-542.45-01	Equipment Rental	23,107	24,258	22,736
Total Street Signs & Markers		370,283	436,074	428,522
Snow & Ice Removal				
101-4206-542.10-01	Salaries-Regular	9,863	16,292	16,251
101-4206-542.10-05	Salaries-Overtime	1,342	3,500	3,500
101-4206-542.10-06	Salaries-Part-Time	73	-	-
101-4206-542.20-01	Employer Paid Benefits	4,196	8,131	9,175

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>City Street Fund - Expenditures</i>				
Public Works Street Division				
Snow & Ice Removal-Continued				
101-4206-542.31-01	Office & Operating Supply	30,136	10,000	10,000
101-4206-542.45-01	Equipment Rental	21,007	22,053	20,670
101-4206-542.60-03	Capital Outlays-Improv	-	15,000	-
Total Snow & Ice Removal		66,617	74,976	59,596
Street Cleaning				
101-4207-542.10-01	Salaries-Regular	3,853	3,943	3,443
101-4207-542.10-05	Salaries-Overtime	31	300	300
101-4207-542.20-01	Employer Paid Benefits	1,131	1,331	1,995
101-4207-542.31-01	Office & Operating Supply	62	600	600
Total Street Cleaning		5,077	6,174	6,338
Roadside Maintenance				
101-4208-542.10-01	Salaries-Regular	65,306	77,519	84,698
101-4208-542.10-05	Salaries-Overtime	3,639	200	200
101-4208-542.10-06	Salaries-Part-Time	17,501	19,247	17,149
101-4208-542.20-01	Employer Paid Benefits	30,859	38,677	47,013
101-4208-542.31-01	Office & Operating Supply	4,196	7,900	7,900
101-4208-542.31-02	Small Tools & Equipment	514	2,000	2,000
101-4208-542.34-01	Fuel	1,182	1,750	1,750
101-4208-542.41-01	Prof. Svc-Other	4,989	1,000	1,000
101-4208-542.41-16	Prof. Svc-Parks	257,312	262,004	262,004
101-4208-542.45-01	Equipment Rental	50,416	52,926	49,607
Total Roadside Maintenance		435,914	463,223	473,321
Roadway Maintenance				
101-4209-542.10-01	Salaries-Regular	95,703	106,160	68,447
101-4209-542.10-05	Salaries-Overtime	1,189	400	400
101-4209-542.10-06	Salaries-Part-Time	21,229	25,663	22,865
101-4209-542.20-01	Employer Paid Benefits	45,720	53,134	40,517
101-4209-542.20-03	Unemployment Compensation	-	60	60
101-4209-542.31-01	Office & Operating Supply	14,622	18,500	22,000
101-4209-542.31-02	Small Tools & Equipment	126	-	-
101-4209-542.41-01	Prof. Svc-Other	10,868	19,500	21,000
101-4209-542.43-03	Registrations	-	3,000	3,000
101-4209-542.45-01	Equipment Rental	54,617	57,337	53,741

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>City Street Fund - Expenditures</i>				
Public Works Street Division				
Roadway Maintenance-Continued				
101-4209-542.45-05	Rentals-Other	2,914	6,000	11,000
101-4209-542.48-15	Rep & Maint-Grounds	15,334	7,000	12,000
Total Roadway Maintenance		262,322	296,754	255,030
Sidewalk Maintenance				
101-4210-542.10-01	Salaries-Regular	54,493	77,519	83,736
101-4210-542.10-05	Salaries-Overtime	61	100	100
101-4210-542.10-06	Salaries-Part-Time	6,198	16,039	14,219
101-4210-542.20-01	Employer Paid Benefits	25,479	37,876	44,797
101-4210-542.31-01	Office & Operating Supply	98	1,000	6,000
101-4210-542.31-02	Small Tools & Equipment	-	500	500
101-4210-542.41-01	Prof. Svc-Other	56,378	53,000	58,000
101-4210-542.45-01	Equipment Rental	8,403	8,821	8,268
Total Sidewalk Maintenance		151,110	194,855	215,620
Traffic Control Device/Electrical				
101-4211-542.10-01	Salaries-Regular	73,410	58,761	54,458
101-4211-542.10-05	Salaries-Overtime	5,095	200	200
101-4211-542.10-06	Salaries-Part-Time	12,948	14,014	13,808
101-4211-542.20-01	Employer Paid Benefits	34,858	29,225	25,904
101-4211-542.32-01	Electrical Supplies	47,444	27,572	27,572
101-4211-542.33-01	Small Tools-Electrical	657	1,000	1,000
101-4211-542.41-01	Prof. Svc-Other	1,815	2,000	2,000
101-4211-542.41-32	Prof. Svc-Utility Locates	-	250	250
101-4211-542.42-01	Telecommunications	11,000	5,660	5,660
101-4211-542.45-01	Equipment Rental	23,107	24,258	22,735
101-4211-542.47-01	Utility-Electric	72,107	80,000	80,000
Total Traffic Control Device/Electrical		282,441	242,940	233,587
Electrical Other				
101-4212-543.10-01	Salaries-Regular	45,053	41,776	43,374
101-4212-543.10-05	Salaries-Overtime	372	500	500
101-4212-543.10-06	Salaries-Part-Time	6,461	3,822	3,766
101-4212-543.20-01	Employer Paid Benefits	20,802	19,956	20,426

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>City Street Fund - Expenditures</i>				
Public Works Street Division				
Electrical Other-Continued				
101-4212-543.31-01	Office & Operating Supply	88	500	500
101-4212-543.32-01	Electrical Supplies	9,732	3,700	3,700
101-4212-543.33-01	Small Tools-Electrical	434	500	500
Total Electrical Other		82,942	70,754	72,766
Total Public Works City Street Fund Expenditures		3,793,263	3,288,097	3,504,352



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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 Transfers – 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 2016, budgeted expenditures are **\$9,237,323**.

2016 PROGRAMS, GOALS AND PRIORITIES

- Complete Willamette Dr. & 31st Ave Intersection Improvements
- Smart Corridors phase II
- College St. & 22nd Ave Roundabout Permit Compliance
- Hogum Bay Road Improvements
- Hawks Prairie Road/Marvin Road Roundabout Design
- LED Street Lighting
- Ruddell Road Sidewalk/Retaining Walls
- Sleater-Kinney/Woodland Trail Pedestrian Crossing
- Marvin Road Safety & Capacity Improvements
- Complete 2015 Street Overlay
- Miscellaneous 2016 Minor Projects

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Arterial Street Fund - Revenues</i>				
Revenues				
102-0000-308.00-00	Estimated Beginning Cash	-	4,328,658	337,876
102-0000-317.34-00	Real Estate Excise Tax 1	1,578,920	1,250,000	1,500,000
102-0000-333.20-20	20.205 Highway Planning	2,284,198	300,080	840,000
102-0000-334.03-61	WADOT	15,292	306,000	615,921
102-0000-334.03-80	03.8x Trans Improv Board	44,744	-	3,330,694
102-0000-336.88-00	Motor Vehicle Fuel Tax	284,139	285,058	297,491
102-0000-336.89-00	MVA Transpo City	-	-	58,906
102-0000-339.22-02	DOT/ Hwy Planning & Const	-	1,512,933	1,620,027
102-0000-344.85-00	Mitigation/Impact Fees	744,194	251,395	485,088
102-0000-345.83-02	Inspection Services	926	-	-
102-0000-361.11-00	Investment Interest	27,764	-	30,000
102-0000-362.60-10	Lease - Rental House	5,840	22,320	22,320
102-0000-367.27-00	Private Source/Developers	-	-	99,000
102-0000-397.10-03	Transfer In 101 Fund	1,000,000	-	-
Total Public Works Arterial Street Fund Revenues		4,986,017	8,256,444	9,237,323

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Arterial Street Fund - Expenditures</i>				
Public Works Arterial Streets				
Street and Transportation Improvements				
102-4101-595.90-01	Preliminary Engineering	1,281,236	820,892	367,375
102-4101-595.90-02	Right of Way	326,738	1,915,352	1,100,000
102-4101-595.90-03	Road Way	853,548	4,679,216	6,857,704
102-4101-595.90-05	Construction Engineering	1,410,492	655,984	749,744
102-4101-595.90-06	Side Walks	(1,801)	-	-
102-4101-595.90-09	Traffic Control Devices	409,991	-	-
102-4101-595.90-11	Const Admin & Fac Maint	6,361	30,000	7,500
102-4101-595.90-13	Side Walks-ADA	-	50,000	50,000
102-4101-595.90-14	Signal Timing	-	15,000	15,000
102-4101-595.90-15	Pavement Mgmt System	29,625	40,000	40,000
102-4101-595.90-16	Pavement Restoration/PMS	-	50,000	50,000
102-4101-597.01-05	Transfer Out 301 Fund	61,500	-	-
Total Public Works Arterial Street Fund Expenditures		4,377,690	8,256,444	9,237,323



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LODGING TAX FUND

The Lodging Tax Fund is authorized by state law and must operate under the restrictive provision thereof. Revenue is generated from a 4% use tax on hotel/motel room rentals. Lodging tax receipts for 2016 are estimated at \$425,000. Expenditures of Lodging Tax dollars are limited to tourist promotion and for the acquisition and/or maintenance of tourism-related facilities. This budget provides a transfer to the General Fund to operate and maintain the Lacey Museum. 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), Senior Games, Mushroom Festival, South Sound BBQ Festival, Ethnic Celebration, Concerts in the Park series, S.T.E.M. Fair, Tour de Lacey and St. Martin's Dragon Boat Festival. This budget also provides support to maintain and operate the Regional Athletic Complex (RAC), as well as provide funding for special events held at the RAC.

BUDGET SUMMARY

The total 2016 budget for the Lodging Tax Fund is **\$458,600**.

The Lodging Tax budget is divided into 3 categories:

- Museum Operation (moved to General Fund 2015)
- Contracted Services
- Performing Arts & Events

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Lodging Tax Fund - Revenues</i>				
Revenues				
109-0000-308.00-00	Estimated Beginning Cash	-	32,750	31,600
109-0000-313.30-00	Hotel/Motel Taxes	408,281	404,250	425,000
109-0000-337.15-00	Thurs Cty Historic Comm	1,004	-	-
109-0000-361.11-00	Investment Interest	1,283	2,000	2,000
109-0000-367.10-01	Contributions-General	200	-	-
Total Lodging Tax Fund Revenues		410,768	439,000	458,600

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Lodging Tax Fund - Expenditures</i>				
Council / Parks and Recreation				
Museum Operation				
109-0303-575.10-01	Salaries-Regular	28,152	-	-
109-0303-575.20-01	Employer Paid Benefits	15,567	-	-
109-0303-575.31-01	Office & Operating Supply	778	-	-
109-0303-575.31-02	Small Tools & Equipment	51	-	-
109-0303-575.31-23	Supplies-Building Maint.	62	-	-
109-0303-575.41-01	Prof. Svc-Other	1,891	-	-
109-0303-575.41-31	Prof. Svc-Building Maint.	134	-	-
109-0303-575.42-01	Telecommunications	2,315	-	-
109-0303-575.43-02	Dues, Subscriptions, Publ	355	-	-
109-0303-575.43-03	Registrations	18	-	-
109-0303-575.45-02	IMS Rental	1,631	-	-
109-0303-575.46-02	Insurance-Fire/Property	273	-	-
109-0303-575.47-01	Utility-Electric	767	-	-
109-0303-575.47-02	Utility-City of Lacey	629	-	-
109-0303-575.47-03	Utility-Natural Gas	1,154	-	-
109-0303-575.48-03	Rep & Maint-Facilities	121	-	-
109-0303-575.49-06	Maintenance Contracts	1,428	-	-
109-0303-575.49-23	Custodial	360	-	-
Total Museum Operation		55,686	-	-
Contracted Services				
109-0401-573.49-51	Promotion-Community Event	98,322	101,000	118,000
109-0401-575.49-33	Chamber of Commerce	25,000	35,000	35,000
109-0401-575.49-34	Washington Center	12,400	13,000	15,600
109-0401-575.49-38	Visitor/Convention Bureau	90,335	80,000	80,000
109-0401-597.10-08	Transfer out 007 Fund	158,500	157,000	157,000
109-0401-597.11-01	Transfer Out 001 Fund	-	48,500	48,500
Total Contracted Services		384,557	434,500	454,100

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Lodging Tax Fund - Expenditures</i>				
Council / Parks and Recreation				
Performing Arts & Parks Events				
109-0601-573.49-52	Promotion-Parks Events	2,500	-	-
109-0601-573.49-54	Concert Series/Events	4,500	4,500	4,500
Total Performing Arts & Parks Events		7,000	4,500	4,500
Total Lodging Tax Fund Expenditures		447,243	439,000	458,600

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	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Community Development Block Grant Fund - Revenues</i>				
Revenues				
120-0000-333.14-21	Program Income F96745006	7,882	-	-
120-0000-361.11-00	Investment Interest	41	200	200
Total Community Development Block Grant Fund Revenues		7,923	200	200

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Community Development Block Grant Fund - Expenditures</i>				
Public Affairs and Community Relations				
General Services				
120-3701-508.30-00	Restricted Funds	-	200	200
Total Community Development Block Grant Fund Expenditures		-	200	200



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GENERAL OBLIGATION BOND FUND

The General Obligation (G.O.) Bond Fund was created to provide for the retirement of all general purpose bonds issued for City facilities or equipment. When capital expenditures are funded by debt authorized by voter approval (i.e. Unlimited Tax General Obligation, or UTGO), 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, or LTGO) must depend on general revenues of the City to retire the debt.

General Obligation debt currently supported by property taxes includes:

- 2010 Unlimited General Obligated Refunding Bonds (originally issued as \$5.99 million of Fire Safety Improvement Bonds approved by voters in September 2000),
- 2012 Unlimited General Obligation Refunding Bonds (originally issued as \$5.0 million of Parks Improvement Bonds in 2003),
- 2015 Unlimited General Obligation Refunding Bonds (originally issued as \$4.985 million of Parks Improvement Bonds in 2003), and
- 2006 Unlimited General Obligation Bonds (unrefunded portion of the 2003 Parks Improvement Bonds).

Non-property tax supported debt includes:

- 2006 Limited Tax General Obligation Bonds (issued in 2006 for \$3.5 million for the addition to City Hall),
- 2015 Limited Tax General Obligation Refunding Bonds (originally issued for \$8.0 million to complete the 68 acres of the Regional Athletic Complex), and
- 2007 Limited Tax General Obligation Bonds (unrefunded portion of the 2007 LTGO for the RAC).

The total outstanding Unlimited General Obligation Tax support debt as of September 30, 2015 is \$8,805,000. The total outstanding Limited Tax General Obligation debt as of September 30, 2015 is \$7,855,000.

BUDGET SUMMARY

The total 2016 budget is **\$2,026,525**.

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>G. O. Bond Fund - Revenues</i>				
Revenues				
201-0000-311.10-00	Property Taxes-Current	1,121,275	1,127,426	1,107,575
201-0000-311.15-00	Property Taxes-Delinquent	9,389	15,000	15,000
201-0000-313.10-00	Sales Taxes	329,400	329,800	329,800
201-0000-361.11-00	Investment Interest	2,546	500	1,000
201-0000-392.00-00	Premium on Bonds	-	1,015,321	-
201-0000-393.00-00	Refunding Debt Issue	-	7,765,000	-
201-0000-397.10-05	Transfer In 307 Fund	586,330	588,130	573,150
Total General Obligation Bond Fund Revenues		2,048,940	10,841,177	2,026,525

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>G. O. Bond Fund - Expenditures</i>				
G.O. Debt - Finance				
G.O. Debt Supported				
201-1904-591.70-13	Principal UTGO Bond 2006	225,000	235,000	245,000
201-1904-591.70-17	2010 Refunding (2002Fire)	340,000	350,000	365,000
201-1904-591.70-18	2012 Refunding(2003Parks)	255,000	260,000	260,000
201-1904-591.70-19	2015 UTGO RFDG (06 Parks)	-	50,000	-
201-1904-592.80-13	Interest UTGO 2006	152,400	19,200	9,800
201-1904-592.80-17	Interest UTGO 2010 Refund	103,125	96,325	85,825
201-1904-592.80-18	Interest UTGO 2012 Refund	62,800	57,700	52,500
201-1904-592.80-19	2015 UTGO RFDG (06 PARKS)	-	55,948	104,450
201-1904-592.84-00	Issue Cost	-	87,473	-
201-1904-599.89-00	Refunding Debt Escrow	-	8,692,848	-
Total G.O. Debt Supported		1,138,325	9,904,494	1,122,575
L.T.G.O. & Loans				
201-1905-508.50-00	Assigned Funds	-	34,259	1,000
201-1905-591.70-14	Principal LTGO 2006	240,000	250,000	260,000
201-1905-591.70-16	Principal LTGO 2007	330,000	345,000	365,000
201-1905-591.70-20	2015 LTGO RFDG (07 RAC)	-	85,000	-
201-1905-592.80-14	Interest LTGO 2006	89,400	79,800	69,800
201-1905-592.80-16	Interest LTGO 2007	256,330	51,050	37,250
201-1905-592.80-20	2015 LTGO RFDG (07 RAC)	-	91,574	170,900
Total L.T.G.O. & Loans		915,730	936,683	903,950
Total General Obligation Bond Fund Expenditures		2,054,055	10,841,177	2,026,525



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LOCAL IMPROVEMENT DISTRICT BOND FUND

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

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.

BUDGET SUMMARY

The total 2016 budget is **\$1,047,803**.

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>L.I.D. Bond Fund - Revenues</i>				
Revenues				
202-0000-308.00-00	Estimated Beginning Cash	-	700,098	-
202-0000-361.11-00	Investment Interest	5,424	2,000	3,500
202-0000-361.55-02	Interest-LID 13	495	-	-
202-0000-361.55-06	Interest-LID 19	133,913	91,996	134,692
202-0000-366.10-10	Interest - (451) (ULID23)	-	-	16,684
202-0000-368.10-02	Principal-LID 13	2,711	-	-
202-0000-368.10-06	Principal-LID 19	689,678	603,923	851,920
202-0000-381.20-10	Loan Repayment 451 Fund	-	-	20,582
202-0000-397.11-50	Transfer In 450 Fund	-	-	20,425
Total L.I.D. Bond Fund Revenues		832,221	1,398,017	1,047,803

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>L.I.D. Bond Fund - Expenditures</i>				
L.I.D. Debt - Finance				
202-1906-508.50-00	Assigned Funds	-	697,919	1,047,803
202-1906-581.10-10	Loan Issued to 451 Fund	-	700,098	-
202-1906-597.10-07	Transfer Out 410 Fund	338,802	-	-
Total L.I.D. Bond Fund Expenditures		338,802	1,398,017	1,047,803



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BUILDING IMPROVEMENT FUND

The Building Improvement Fund is only used when there is a need to account for a significant building or facility improvement project. There are no projects budgeted for 2016.

BUDGET SUMMARY

The 2016 budget is **\$7,000**.

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Building Improvement Fund - Revenues</i>				
Revenues				
301-0000-308.00-00	Estimated Beginning Cash	-	399,369	-
301-0000-333.14-22	CDBG Dept of Commerce	50,000	-	-
301-0000-334.04-22	Commerce/CSHD	25,002	-	-
301-0000-361.11-00	Investment Interest	6,613	7,000	7,000
301-0000-367.00-00	Contributions	9,021	-	-
301-0000-367.10-01	Contributions-General	-	20,000	-
301-0000-367.25-00	Senior Center Expansion	800	-	-
301-0000-397.01-00	Transfer In 302 Fund	-	63,000	-
301-0000-397.10-01	Transfer in 303 Fund	37,825	-	-
301-0000-397.10-08	Transfer In 102 Fund	61,500	-	-
301-0000-397.11-01	Transfer In 001,003,005	-	132,000	-
Total Building Improvement Fund Revenues		190,761	621,369	7,000

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Building Improvement Fund - Expenditures</i>				
City Facilities Development				
301-0101-508.90-00	Unassigned Funds	-	7,000	7,000
301-0101-514.60-03	Capital-Improvements	91,908	229,050	-
301-0101-514.60-04	Capital Outlay-Buildings	159,160	385,319	-
301-0101-522.60-04	Buildings	92,153	-	-
301-0101-598.52-10	Grant Proceeds	3,727	-	-
Total Building Improvement Fund Expenditures		346,948	621,369	7,000



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CAPITAL EQUIPMENT FUND

The Capital Equipment Fund accounts for special revenues dedicated to capital facility construction and equipment purchases that are required for general operating purposes. Transfers in from Current Expense fund for utility tax collections is the main sources of revenue.

BUDGET SUMMARY

Expenditures are budgeted in three program areas.

- Operating Capital and Reserves
- Capital Improvement Projects

The 2016 budget is **\$1,601,984**.

2016 PROGRAMS, 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 for reserves for future equipment replacements and a transfer to the Current Expense Fund for committed reserves.

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Capital Equipment Fund - Revenues</i>				
Revenues				
302-0000-308.00-00	Estimated Beginning Cash	-	393,215	755,200
302-0000-321.91-01	PEG Fees	37,537	36,500	38,500
302-0000-331.16-71	COPS Grant	13,200	-	-
302-0000-361.11-00	Investment Interest	8,133	8,000	8,000
302-0000-361.50-05	WA Local - TCOMM	12,948	16,490	13,321
302-0000-367.00-00	Contributions	6,000	7,500	7,500
302-0000-367.10-02	Contribution-Police	-	20,244	-
302-0000-368.10-05	Local - TCOMM	-	156,870	160,039
302-0000-397.10-01	Transfer in 303 Fund	75,000	20,000	2,000
302-0000-397.10-04	Transfer In - Utility Tax	588,270	632,591	617,424
302-0000-397.11-01	Transfer In 001,003,005	-	55,050	-
Total Capital Equipment Fund Revenues		741,088	1,346,460	1,601,984

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Capital Equipment Fund - Expenditures</i>				
General Fund Capital				
Capital Equipment				
302-0102-519.64-03	Capital-Human Resources	-	3,143	-
302-0102-519.64-04	Capital-Community Relatio	-	50,000	100,000
302-0102-519.64-05	Capital-Finance	-	5,000	-
302-0102-519.64-06	Capital-Common Facilities	4,025	15,000	-
302-0102-519.64-10	Capital-Police	13,200	25,294	-
302-0102-519.64-11	Capital-Public Works-Admi	-	42,588	20,010
302-0102-519.64-12	Capital-Public Works-Pks	-	190,000	48,602
302-0102-519.64-15	Capital-Community Develop	-	10,000	50,000
302-0102-519.64-16	Capital-Parks & Recreatio	2,928	82,072	-
302-0102-519.64-17	Capital-City Streets	-	-	14,608
302-0102-519.64-19	Capital-Information Svcs	9,043	-	-
302-0102-519.64-20	Public Ed & Govt Prog	18,769	36,000	38,500
302-0102-554.48-00	Repairs & Maintenance	2,200	6,601	2,500
302-0102-594.60-08	Replace Res-Child Care	2,916	20,500	20,500
302-0102-594.60-09	Replacement Res-Equipment	3,243	353,902	353,902
302-0102-594.60-10	Replacement Res-Facility	8,473	80,000	80,000
302-0102-597.01-05	Transfer Out 301 Fund	-	63,000	-
302-0102-597.11-01	Transfer Out 001 Fund	-	-	560,000
Total Capital Equipment		64,797	983,100	1,288,622
Projects				
302-0104-514.60-06	Capital-City Hall Repairs	2,598	20,000	20,000
302-0104-542.60-02	Capital-Streetscaping	-	20,000	20,000
302-0104-559.60-01	Economic Development	90,520	150,000	100,000
Total Projects		93,118	190,000	140,000
Capital Debt Service				
302-0105-591.79-05	Local - TCOMM 911 Princip	153,764	156,870	160,040
302-0105-592.89-05	Local-TCOMM 911 Interest	19,597	16,490	13,322
Total Capital Debt Service		173,361	173,360	173,362
Total Capital Equipment Fund Expenditures		331,276	1,346,460	1,601,984



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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 2016 budget is **\$886,752**. This includes a transfer out of \$392,838 to the Current Expense Fund to cover the cost of maintaining Rainier Vista Community Park and \$249,626 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 was planned supplement the operating transfer until 2014. Funds were still available for 2016 and a long-term financial plan has been developed.

2016 PROGRAMS, GOALS AND PRIORITIES

- Safety Improvements Long Lake Beach
- WCCP Trail connection
- Pickleball Courts Rainier Vista

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Parks and Open Space Fund - Revenues</i>				
Revenues				
303-0000-308.00-00	Estimated Beginning Cash	-	-	315,929
303-0000-334.00-00	State Grant	-	9,000	-
303-0000-334.02-70	Outdoor Recreation IAC	1,396	-	53,172
303-0000-361.11-00	Investment Interest	11,684	16,000	16,000
303-0000-362.60-10	Lease - Rental House	12,318	12,386	12,386
303-0000-397.10-04	Transfer In - Utility Tax	620,960	633,437	489,265
Total Parks and Open Space Fund Revenues		646,358	670,823	886,752

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Parks and Open Space Fund - Expenditures</i>				
Parks and Recreation				
Acquisition and Park Improvements				
303-0106-576.48-03	Rep & Maint-Facilities	6,547	-	-
303-0106-576.49-25	Assessments/Taxes	642	-	-
303-0106-576.60-03	Capital-Improvements	20,392	9,000	242,288
303-0106-597.01-05	Transfer Out 301 Fund	37,825	-	-
303-0106-597.10-08	Transfer out 007 Fund	276,806	255,676	249,626
303-0106-597.11-01	Transfer Out 001 Fund	376,540	386,147	392,838
303-0106-597.11-02	Transfer Out 302 Fund	75,000	20,000	2,000
Total Parks and Open Space Fund Expenditures		793,752	670,823	886,752



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REGIONAL ATHLETIC COMPLEX CAPITAL FUND

The Regional Athletic Complex (RAC) was a joint venture between Thurston County and the City of Lacey. In March of 1998, Thurston County and the City entered into an agreement to jointly purchase, own, and cooperatively develop recreational lands, then equally share the costs of maintaining the recreational facilities. Phase I of the facility was completed in September of 2005 and opened and dedicated for the benefit of the citizens of Thurston County. In 2006, the Capital Area Regional Public Facilities District (CARPFD) contracted with the City of Lacey to further develop the RAC, in conjunction with the Hands on Children's Museum, a City of Olympia approved project. As a result of amendments to the CARPFD Inter-local agreements, the City of Lacey receives 71.77% of the revenues received by the CARPFD which are dedicated to operations and capital improvements at 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.

BUDGET SUMMARY

The 2016 budget is **\$901,500** for capital improvements.

This budget accounts for the \$573,150 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.

2016 PROGRAMS, GOALS AND PRIORITIES

- Purchase equipment to repair synthetic turf
- Bleacher cover

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Regional Athletic Complex Capital Fund - Revenues</i>				
Revenues				
307-0000-308.00-00	Estimated Beginning Cash	-	-	100,000
307-0000-338.10-10	Capital Area - PFD	786,878	725,000	800,000
307-0000-361.11-00	Investment Interest	946	1,500	1,500
Total Regional Athletic Complex Capital Fund Revenues		787,824	726,500	901,500

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Regional Athletic Complex Capital Fund - Expenditures</i>				
Parks and Recreation				
Regional Athletic Complex Capital				
307-0106-508.50-00	Assigned Funds	-	77,058	214,850
307-0106-576.60-01	Capital Outlays-Equipment	17,041	26,957	5,500
307-0106-576.60-03	Capital-Improvements	-	26,355	100,000
307-0106-576.60-04	Capital Outlay-Buildings	2,950	-	-
307-0106-576.62-18	PFD - Administrative Cost	2,886	8,000	8,000
307-0106-597.69-03	Transfer Out 201 Fund	586,330	588,130	573,150
Total Regional Athletic Complex Capital Fund Expenditures		609,207	726,500	901,500



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PUBLIC WORKS-WATER UTILITY FUND

The Water Utility provides high quality drinking water in sufficient quantity and pressure to support the citizens of Lacey and residents of the entire water service area. Virtually all of Lacey's water comes from groundwater wells owned and operated by the Utility. Water rates cover current operating expenses, maintenance of the system, and replacement of worn and failing waterlines, emergency repairs, and debt service. In addition to water rates, new connections to the water system are charged a one-time fee to cover costs of infrastructure requirements necessary to ensure continued quality service to serve utility customers. Such infrastructure includes City owned production wells, over 393 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 20 full-time employees. The Finance Department provides 3.45 full-time employees to provide customer services, billing, collections and meter drops and repairs.

BUDGET SUMAMRY

This budget reflects the Utility's current maintenance and operation expenses. Construction projects as well as debt payments for the utility are funded under the Water Capital Fund and the Water 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
- Reclaimed Water

The 2016 operating budget for the Utility is **\$10,982,786**. Water revenues are obtained from water rates with no support from the City's operating levy or general fund.

2016 PROGRAMS, 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.

Explanation of Water Rates

Beginning in 2006, the City adopted a new water rate schedule that is designed to encourage conservation. These 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 rates have 4 tier fees instead of the 2 tiers that were in place prior to 2006.

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 2013 through 2016. The City has adopted two rate schedules - resident and nonresident. The nonresident rates are based on the schedule printed below plus 20%. This differential in charges reflects the costs associated with serving areas outside the City.

**2016
Rates and Cost Per 100 Cubic Feet (1)**

	2013	2014	2015	2016
Base Rate	\$11.82	\$12.59	\$13.41	\$14.28
First 600 c.f.	.9841	1.0480	1.1162	1.1887
Tier 2 (601 to 1,200 c.f.)Per 100 c.f.	2.3100	2.4601	2.6201	2.7904
Tier 3 (1,201 to 2,400 c.f.)Per 100 c.f.	2.9524	3.1443	3.3486	3.5663
Tier 4 (2401 plus)Per 100 c.f.	3.9423	4.1986	4.4715	4.7621

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

Description	2013	2014	2015	2016
Base Rate	\$11.82	\$12.59	\$13.41	\$14.28
Consumption	<u>12.84</u>	<u>13.67</u>	<u>14.56</u>	<u>15.50</u>
Total (1)	\$24.66	\$26.26	\$27.97	\$29.78

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	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Water Utility Fund - Revenues</i>				
Revenues				
401-0000-308.00-00	Estimated Beginning Cash	-	30,470	-
401-0000-343.05-00	Shut-Offs	32,813	36,000	36,000
401-0000-343.40-01	Sales	8,909,249	8,701,355	9,727,042
401-0000-343.40-02	Penalties	242,489	210,000	225,000
401-0000-345.16-01	Hicks Lake Mgmt District	-	-	51,000
401-0000-345.83-00	Plan Checking Fees	11,663	8,539	8,539
401-0000-345.83-02	Inspection Services	25,596	16,205	16,205
401-0000-361.11-00	Investment Interest	8,678	7,500	7,500
401-0000-362.51-00	Cell Tower Lease	123,904	125,000	130,000
401-0000-362.90-00	Hydrant Meter Rental	25,107	20,000	20,000
401-0000-369.10-00	Sale of Scrap & Surplus	4,816	-	-
401-0000-369.11-00	Sale of Meters	159,372	150,000	150,000
401-0000-369.40-00	Court Fees /Judgments	4,472	-	-
401-0000-369.90-00	Other Misc Revenue	-	750	750
401-0000-369.97-00	Escrow Search Fees	15,335	9,500	9,500
401-0000-397.11-01	Transfer In 001,003,005	539,626	554,408	601,250
Total Water Utility Fund Revenues		10,103,120	9,869,727	10,982,786

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Water Utility Fund - Expenditures</i>				
Public Works Water Division				
General Services				
401-3401-534.10-01	Salaries-Regular	496,379	486,563	501,568
401-3401-534.10-05	Salaries-Overtime	27,142	35,000	35,000
401-3401-534.20-01	Employer Paid Benefits	214,386	224,813	231,074
401-3401-534.31-01	Office & Operating Supply	2,932	8,757	8,757
401-3401-534.31-02	Small Tools & Equipment	-	500	500
401-3401-534.31-17	Supplies-Uniform Purchase	5,841	5,412	5,412
401-3401-534.31-27	Software Upgrade	-	6,630	-
401-3401-534.41-01	Prof. Svc-Other	893	48,484	10,000
401-3401-534.41-02	Prof. Svc-Engineering	515,344	553,723	553,723
401-3401-534.41-05	Prof. Svc-Audit	3,616	9,425	9,425
401-3401-534.41-15	Prof. Svc-Legal	1,591	20,000	20,000
401-3401-534.41-17	Prof. Svc-Water Resources	544,909	538,818	538,818
401-3401-534.41-32	Prof. Svc-Utility Locates	1,298	2,000	2,000
401-3401-534.41-45	Long Lake Mgmt Dist	-	4,500	7,500
401-3401-534.41-46	Hicks Lake Mgmt. District	-	-	51,000
401-3401-534.42-01	Telecommunications	817	880	880
401-3401-534.43-01	Transportation/Per Diem	983	11,872	11,872
401-3401-534.43-02	Dues, Subscriptions, Publ	3,963	5,128	5,128
401-3401-534.43-03	Registrations	8,924	22,280	22,280
401-3401-534.45-01	Equipment Rental	11,047	3,610	4,215
401-3401-534.45-02	IMS Rental	172,891	145,017	157,136
401-3401-534.45-03	Copier Rental	1,520	2,280	2,280
401-3401-534.45-08	Lease Miscellaneous	292	6,900	6,900
401-3401-534.46-01	Insurance-Liability	44,042	53,563	53,563
401-3401-534.46-02	Insurance-Fire/Property	1,636	1,547	1,547
401-3401-534.47-01	Utility-Electric	7,605	8,465	8,465
401-3401-534.47-02	Utility-City of Lacey	3,912	2,473	4,500
401-3401-534.47-03	Utility Gas	1,922	3,706	3,706
401-3401-534.47-07	Utility-Solid Waste	8,109	7,840	8,300
401-3401-534.48-01	Rep & Maint-Equipment	781	2,528	2,528
401-3401-534.48-03	Rep & Maint-Facilities	782	2,000	2,000
401-3401-534.49-02	Printing & Binding	-	500	500
401-3401-534.49-03	Recording Fees	2,320	3,000	3,000
401-3401-534.49-06	Maintenance Contracts	4,125	5,655	5,655
401-3401-534.49-10	Uniform Contract/Cleaning	191	5,147	1,000

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Water Utility Fund - Expenditures</i>				
Public Works Water Division				
General Services-Continued				
401-3401-534.49-23	Custodial	12,717	14,004	14,004
401-3401-534.49-25	Assessments/Taxes	2,236	2,010	2,010
401-3401-534.49-30	Software Maintenance	1,022	-	-
401-3401-534.49-35	CDL-Physicals/Licenses	375	210	210
401-3401-534.50-90	Indirect Cost Plan Charge	-	61,782	-
Total General Services		2,106,543	2,317,022	2,296,456
Customer Service				
401-3402-514.10-01	Salaries-Regular	376,754	390,241	404,192
401-3402-514.10-05	Salaries-Overtime	359	100	100
401-3402-514.20-01	Employer Paid Benefits	159,866	173,304	180,954
401-3402-514.31-01	Office & Operating Supply	14,865	4,000	4,000
401-3402-514.31-02	Small Tools & Equipment	-	500	500
401-3402-514.31-17	Supplies-Uniform Purchase	391	650	650
401-3402-514.31-37	Meters	140,831	100,000	100,000
401-3402-514.41-25	Prof. Svc-Computer	-	750	750
401-3402-514.42-01	Telecommunications	15,282	21,500	21,500
401-3402-514.42-02	Communications-Postage	125,855	98,015	110,000
401-3402-514.43-01	Transportation/Per Diem	-	2,140	2,140
401-3402-514.43-03	Registrations	-	990	990
401-3402-514.45-01	Equipment Rental	15,198	14,478	16,900
401-3402-514.45-02	IMS Rental	31,461	32,312	35,013
401-3402-514.46-06	AWC-L & I Pool	2,978	3,312	3,312
401-3402-514.48-01	Rep & Maint-Equipment	-	150	150
401-3402-514.49-01	Excise Taxes	521,009	540,265	560,884
401-3402-514.49-02	Printing & Binding	2,595	8,900	8,900
401-3402-514.49-06	Maintenance Contracts	122,007	101,750	101,750
401-3402-514.49-10	Uniform Contract/Cleaning	-	500	500
401-3402-514.49-27	Bad Debt Expense	2,946	6,600	6,600
401-3402-514.49-30	Software Maintenance	-	7,900	1,000
401-3402-514.49-60	Contractual Services	53,511	51,700	51,700
401-3402-514.60-01	Capital Outlays-Equipment	-	-	4,551
401-3402-597.69-04	Transfer Out 410 Fund	1,485,436	1,920,326	2,764,328
Total Customer Service		3,071,344	3,480,383	4,381,364

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Water Utility Fund - Expenditures</i>				
Public Works Water Division				
Production and Storage				
401-3403-534.10-01	Salaries-Regular	372,484	458,485	436,810
401-3403-534.10-05	Salaries-Overtime	9,050	19,000	19,000
401-3403-534.10-06	Salaries-Part-Time	434	-	-
401-3403-534.20-01	Employer Paid Benefits	167,813	212,125	197,284
401-3403-534.31-01	Office & Operating Supply	14,353	9,145	9,145
401-3403-534.31-02	Small Tools & Equipment	1,710	6,495	6,495
401-3403-534.31-11	Water Treatment Supplies	149,979	175,392	175,392
401-3403-534.31-28	Conf Space-Safety Equip	3,128	3,200	3,200
401-3403-534.31-40	Supplies-Caustic Supplies	188	-	-
401-3403-534.32-01	Electrical Supplies	800	5,000	5,000
401-3403-534.33-01	Small Tools-Electrical	456	700	700
401-3403-534.34-01	Fuel	1,380	800	800
401-3403-534.41-01	Prof. Svc-Other	35,976	91,100	91,100
401-3403-534.41-16	Prof. Svc-Parks	11,871	22,528	22,528
401-3403-534.41-23	Prof. Svc-H2O Smpls-DSHS	-	1,500	1,500
401-3403-534.42-01	Telecommunications	5,465	4,600	4,600
401-3403-534.45-01	Equipment Rental	64,414	61,361	71,628
401-3403-534.45-05	Rentals-Other	547	3,100	3,100
401-3403-534.46-02	Insurance-Fire/Property	36,080	34,108	34,108
401-3403-534.47-01	Utility-Electric	596,778	615,000	615,000
401-3403-534.47-02	Utility-City of Lacey	5,857	7,000	7,000
401-3403-534.47-06	Olympia Water Agreement	268,948	350,000	175,000
401-3403-534.48-01	Rep & Maint-Equipment	14,286	2,500	2,500
401-3403-534.48-02	Rep & Maint-Equip Non-Pwr	-	300	300
401-3403-534.48-03	Rep & Maint-Facilities	158,651	75,000	150,000
401-3403-534.48-11	Rep & Maint-Telemetry	6,405	23,000	23,000
401-3403-534.49-06	Maintenance Contracts	440	31,790	31,790
401-3403-534.49-30	Software Maintenance	954	-	-
401-3403-534.60-01	Capital Outlays-Equipment	15,881	12,500	12,500
401-3403-534.60-99	Capitalized Assets	(16,112)	-	-
401-3403-587.60-99	Capital-Transferred Out	16,112	-	-
Total Production and Storage		1,944,328	2,225,729	2,099,480
System Maintenance				
401-3404-534.10-01	Salaries-Regular	631,536	640,803	652,716
401-3404-534.10-05	Salaries-Overtime	17,177	10,800	10,800

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Water Utility Fund - Expenditures</i>				
Public Works Water Division				
System Maintenance-Continued				
401-3404-534.20-01	Employer Paid Benefits	331,445	340,596	355,479
401-3404-534.31-01	Office & Operating Supply	10,740	12,150	12,150
401-3404-534.31-02	Small Tools & Equipment	11,319	11,668	11,668
401-3404-534.31-19	Inventory	245,412	94,500	230,000
401-3404-534.31-20	Street Restoration	26,251	20,000	20,000
401-3404-534.31-21	Non-Inventory-Under \$60	2,035	17,400	17,400
401-3404-534.31-22	Manhole/Ring/Lid Replace	-	250	250
401-3404-534.31-26	Valves	14,538	41,000	41,000
401-3404-534.31-36	Hydrants	33,281	50,000	50,000
401-3404-534.31-38	Hydrant Meters	11	9,000	9,000
401-3404-534.41-01	Prof. Svc-Other	41,522	-	-
401-3404-534.41-30	Prof. Svc-Leak Survey	-	6,500	6,500
401-3404-534.42-01	Telecommunications	4,771	5,500	5,500
401-3404-534.45-01	Equipment Rental	321,834	306,581	357,878
401-3404-534.45-05	Rentals-Other	281	2,300	2,300
401-3404-534.48-01	Rep & Maint-Equipment	2,030	6,550	6,550
401-3404-534.48-02	Rep & Maint-Equip Non-Pwr	6,070	2,550	2,550
401-3404-534.60-01	Capital Outlays-Equipment	28,648	25,000	165,541
401-3404-534.60-99	Capitalized Assets	(22,898)	-	-
401-3404-587.60-99	Capital-Transferred Out	22,898	-	-
Total System Maintenance		1,728,901	1,603,148	1,957,282
Cross Connection Control				
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
Total Cross Connection Control		-	4,170	4,170
Water Quality				
401-3407-534.20-01	Employer Paid Benefits	88	-	-
401-3407-534.31-01	Office & Operating Supply	10	750	750
401-3407-534.31-02	Small Tools & Equipment	-	1,150	1,150
401-3407-534.31-17	Supplies-Uniform Purchase	-	500	500
401-3407-534.41-01	Prof. Svc-Other	-	15,725	15,725

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Water Utility Fund - Expenditures</i>				
Public Works Water Division				
Water Quality-Continued				
401-3407-534.41-14	Prof. Svc-Grdwater Mgmt	-	25,000	25,000
401-3407-534.41-23	Prof. Svc-H2O Smples-DSHS	47,750	66,000	66,000
401-3407-534.42-01	Telecommunications	-	500	500
401-3407-534.42-02	Communications-Postage	7,680	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	7,355	18,600	18,600
401-3407-534.49-32	Operating Permit-DSHS	30,577	32,000	32,000
401-3407-534.49-44	Project Green	1,000	2,500	2,500
401-3407-534.49-55	Conservation Program	41,691	64,500	64,500
Total Water Quality		136,151	237,475	237,475
Reclaimed Water				
401-3408-534.10-01	Salaries-Regular	6,314	1,000	3,847
401-3408-534.20-01	Employer Paid Benefits	2,466	500	2,412
401-3408-534.31-01	Office & Operating Supply	2,599	-	-
401-3408-534.47-01	Utility-Electric	259	300	300
Total Reclaimed Water		11,638	1,800	6,559
Total Water Utility Fund Expenditures		8,998,905	9,869,727	10,982,786

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 157 miles of sewer transmission lines, 55 miles of STEP transmission lines, 48 lift stations and approximately 4,058 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 15 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 2016 operating budget for the Wastewater Utility is **\$14,540,495** of which \$9,772,692 will be paid to LOTT Alliance for treatment plant operations and capital requirements.

2016 PROGRAMS, GOALS AND PRIORITIES

- 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:

City Charges (1)	2014	2015	2016
Maintenance/Operations	\$15.05	15.79	\$16.55
Replacement Reserves ^{1.25}	1.25	1.25	1.25
Construction/Capital ^{1.00}	1.00	1.00	1.00
Subtotal	17.30	18.04	18.80
LOTT Charges	35.01	36.06	37.14
Total Monthly Charges	\$52.31	\$54.10	\$55.94

(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	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Wastewater Utility Fund - Revenues</i>				
Revenues				
402-0000-343.50-01	Sales	4,120,343	4,305,885	4,596,512
402-0000-343.50-02	Penalties	130,726	122,500	122,500
402-0000-343.50-03	LOTT Sales	9,002,676	9,596,258	9,772,692
402-0000-343.50-05	Community on site systems	5,605	4,250	4,250
402-0000-345.83-00	Plan Checking Fees	10,110	8,666	8,666
402-0000-345.83-02	Inspection Services	25,518	19,375	19,375
402-0000-345.83-04	Inspection Services-STEP	10,799	8,500	12,500
402-0000-361.11-00	Investment Interest	3,859	4,000	4,000
402-0000-369.40-00	Court Fees /Judgments	8,036	-	-
Total Wastewater Utility Fund Revenues		13,317,672	14,069,434	14,540,495

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Wastewater Utility Fund - Expenditures</i>				
Public Works Wastewater Division				
General Services				
402-3501-535.10-01	Salaries-Regular	403,144	409,821	413,373
402-3501-535.10-05	Salaries-Overtime	9,261	8,200	8,200
402-3501-535.20-01	Employer Paid Benefits	169,638	184,586	189,440
402-3501-535.20-03	Unemployment Compensation	16,112	500	500
402-3501-535.31-01	Office & Operating Supply	2,333	5,113	5,113
402-3501-535.31-02	Small Tools & Equipment	-	850	850
402-3501-535.31-17	Supplies-Uniform Purchase	6,627	4,607	4,607
402-3501-535.31-27	Software Upgrade	-	285	285
402-3501-535.41-01	Prof. Svc-Other	685	2,536	2,536
402-3501-535.41-02	Prof. Svc-Engineering	412,417	432,921	432,921
402-3501-535.41-05	Prof. Svc-Audit	4,517	615	615
402-3501-535.41-15	Prof. Svc-Legal	4,797	2,890	2,890
402-3501-535.41-17	Prof. Svc-Water Resources	117,247	153,674	153,674
402-3501-535.41-32	Prof. Svc-Utility Locates	1,081	2,000	2,000
402-3501-535.42-01	Telecommunications	423	770	770
402-3501-535.43-01	Transportation/Per Diem	3,397	7,900	7,900
402-3501-535.43-02	Dues, Subscriptions, Publ	299	447	447
402-3501-535.43-03	Registrations	10,377	7,650	7,650
402-3501-535.45-01	Equipment Rental	12,433	5,250	5,418
402-3501-535.45-02	IMS Rental	92,383	93,682	91,658
402-3501-535.45-03	Copier Rentals	1,524	1,995	1,995
402-3501-535.45-08	Lease Miscellaneous	340	3,000	3,000
402-3501-535.46-01	Insurance-Liability	27,874	33,900	33,900
402-3501-535.46-02	Insurance-Fire/Property	1,432	1,354	1,354
402-3501-535.47-01	Utility-Electric	30,348	7,830	32,000
402-3501-535.47-02	Utility-City of Lacey	931	2,288	2,288
402-3501-535.47-03	Utility-Natural Gas	78	3,430	1,500
402-3501-535.47-04	LOTT Treatment	9,002,676	9,596,258	9,772,692
402-3501-535.47-07	Utility-Solid Waste	7,122	6,860	7,500
402-3501-535.48-01	Rep & Maint-Equipment	684	2,212	2,212
402-3501-535.48-03	Rep & Maint-Facilities	782	2,000	2,000
402-3501-535.49-02	Printing & Binding	-	10,400	10,400
402-3501-535.49-03	Recording Fees	2,747	3,000	3,000
402-3501-535.49-06	Maintenance Contracts	3,639	4,073	4,073
402-3501-535.49-10	Uniform Contract/Cleaning	191	5,400	1,000
402-3501-535.49-23	Custodial	10,164	12,256	12,256

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Wastewater Utility Fund - Expenditures</i>				
Public Works Wastewater Division				
General Services-Continued				
402-3501-535.49-25	Assessments/Taxes	69	301	301
402-3501-535.49-30	Software Maintenance	1,957	1,400	1,400
402-3501-535.49-35	CDL-Physicals/Licenses	1,384	340	340
402-3501-535.50-90	Indirect Cost Plan Charge	-	62,876	-
Total General Services		10,361,113	11,085,470	11,224,058
Customer Service				
402-3502-514.10-01	Salaries-Regular	38,791	40,182	41,602
402-3502-514.10-05	Salaries-Overtime	33	100	100
402-3502-514.20-01	Employer Paid Benefits	15,017	16,370	17,152
402-3502-514.31-01	Office & Operating Supply	-	100	100
402-3502-514.31-17	Supplies-Uniform Purchase	-	80	80
402-3502-514.42-01	Telecommunications	-	200	200
402-3502-514.42-02	Communications-Postage	8,080	8,080	8,080
402-3502-514.45-01	Equipment Rental	3,431	3,153	3,253
402-3502-514.45-02	IMS Rental	6,325	9,165	8,967
402-3502-514.45-08	Lease Miscellaneous	-	1,000	1,000
402-3502-514.46-06	AWC-L & I Pool	1,862	2,071	2,071
402-3502-514.49-01	Excise Taxes	194,589	177,780	170,650
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	2,072	9,000	9,000
402-3502-597.02-03	Transfer Out 411 Fund	344,489	584,107	905,621
Total Customer Service		614,689	851,898	1,168,386
Lift Station Maintenance				
402-3503-535.10-01	Salaries-Regular	407,082	381,541	429,346
402-3503-535.10-05	Salaries-Overtime	13,702	12,000	12,000
402-3503-535.10-06	Salaries-Part-Time	102	-	-
402-3503-535.20-01	Employer Paid Benefits	194,977	179,415	215,269
402-3503-535.31-01	Office & Operating Supply	23,491	11,000	11,000
402-3503-535.31-02	Small Tools & Equipment	3,509	5,800	5,800
402-3503-535.31-28	Conf Space-Safety Equip	2,871	3,200	3,200
402-3503-535.32-01	Electrical Supplies	2,392	4,000	4,000
402-3503-535.33-01	Small Tools-Electrical	2,330	700	700
402-3503-535.34-01	Fuel	1,576	1,300	1,300

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Wastewater Utility Fund - Expenditures</i>				
Public Works Wastewater Division				
Lift Station Maintenance-Continued				
402-3503-535.41-01	Prof. Svc-Other	20,375	10,400	10,400
402-3503-535.41-16	Prof. Svc-Parks	6,049	9,220	9,220
402-3503-535.42-01	Telecommunications	3,636	7,410	7,410
402-3503-535.45-01	Equipment Rental	62,846	57,755	59,601
402-3503-535.45-05	Rentals-Other	7,537	1,000	1,000
402-3503-535.46-02	Insurance-Fire/Property	3,527	3,334	3,334
402-3503-535.47-01	Utility-Electric	47,732	71,000	55,000
402-3503-535.47-02	Utility-City of Lacey	2,970	6,500	6,500
402-3503-535.47-03	Utility-Natural Gas	2,201	-	2,500
402-3503-535.48-01	Rep & Maint-Equipment	4,563	3,000	3,000
402-3503-535.48-02	Rep & Maint-Equip Non-Pwr	974	2,500	2,500
402-3503-535.48-11	Rep & Maint-Telemetry	5,648	2,500	2,500
402-3503-535.48-12	Rep & Maint-Liftstations	70,548	70,000	70,000
402-3503-535.49-06	Maintenance Contracts	7,655	30,000	30,000
402-3503-535.49-30	Software Maintenance	112	-	-
402-3503-535.60-01	Capital Outlays-Equipment	75,027	-	-
402-3503-535.60-99	Capitalized Assets	(74,494)	-	-
402-3503-587.60-99	Capital-Transferred Out	67,763	-	-
Total Lift Station Maintenance		966,701	873,575	945,580
Wastewater Main Maintenance				
402-3504-535.10-01	Salaries-Regular	216,563	313,563	291,660
402-3504-535.10-05	Salaries-Overtime	4,398	6,000	6,000
402-3504-535.20-01	Employer Paid Benefits	112,030	173,606	163,780
402-3504-535.31-01	Office & Operating Supply	9,327	8,230	8,230
402-3504-535.31-02	Small Tools & Equipment	5,609	6,850	6,850
402-3504-535.31-22	Manhole/Ring/Lid Replace	141	3,000	3,000
402-3504-535.31-25	Supplies-Odor Control	125,539	113,205	113,205
402-3504-535.41-01	Prof. Svc-Other	163	3,000	3,000
402-3504-535.41-38	Wastewater Testing	-	500	500
402-3504-535.45-01	Equipment Rental	142,255	130,732	134,911
402-3504-535.45-05	Rentals-Other	-	200	200
402-3504-535.48-01	Rep & Maint-Equipment	6,950	3,000	3,000
402-3504-535.48-02	Rep & Maint-Equip Non-Pwr	12,768	10,000	10,000
402-3504-535.49-28	Land Fill	-	2,000	2,000

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Wastewater Utility Fund - Expenditures</i>				
Public Works Wastewater Division				
Wastewater Main Maintenance-Continued				
402-3504-535.60-01	Capital Outlays-Equipment	468	-	-
Total Wastewater Main Maintenance		636,211	773,886	746,336
S.T.E.P. System Maintenance				
402-3505-535.10-01	Salaries-Regular	119,930	138,957	117,382
402-3505-535.10-05	Salaries-Overtime	13,624	10,000	10,000
402-3505-535.20-01	Employer Paid Benefits	71,479	83,893	74,312
402-3505-535.31-01	Office & Operating Supply	5,660	14,903	14,903
402-3505-535.31-02	Small Tools & Equipment	2,402	4,650	4,650
402-3505-535.31-13	Supplies-Locks/STEP Sys	815	1,300	1,300
402-3505-535.31-25	Supplies-Odor Control	41,506	37,735	37,735
402-3505-535.41-01	Prof. Svc-Other	11,009	-	-
402-3505-535.41-38	Wastewater Testing	-	2,000	2,000
402-3505-535.41-41	On site septic system	-	950	950
402-3505-535.45-01	Equipment Rental	91,414	84,009	86,695
402-3505-535.45-05	Rentals-Other	-	50	50
402-3505-535.48-01	Rep & Maint-Equipment	352	2,500	2,500
402-3505-535.48-02	Rep & Maint-Equip Non-Pwr	2,639	1,300	1,300
402-3505-535.48-13	Rep & Maint-S.T.E.P. Sys	27,139	66,358	66,358
402-3505-535.48-17	Rep & Maint-Grinders	-	36,000	36,000
402-3505-535.60-01	Capital Outlays-Equipment	10,173	-	-
402-3505-535.60-99	Capitalized Assets	(10,173)	-	-
Total S.T.E.P. System Maintenance		387,969	484,605	456,135
Total Wastewater Utility Fund Expenditures		12,966,683	14,069,434	14,540,495

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 as well as support and program services from Water Resource staff. Construction projects and land acquisition are funded in the Stormwater Capital Fund budget and debt payments are accounted for in the Stormwater Debt Service Fund.

The Stormwater Utility budget is organized into three programs.

- Supervision and Support
- Customer Service
- Stormwater Facilities Maintenance

The total 2016 budget for the Stormwater Utility is **\$3,245,821**. 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.

2016 PROJECTS, GOALS AND PRIORITIES

- Initiate new programs and policies to maintain compliance with NPDES II requirements.
- Integrate Low Impact Development approaches into City of Lacey codes and standards.
- Accomplish preventative maintenance goals on or ahead of schedule.
- Respond to citizen and business inquiries regarding maintenance of private facilities and provide technical assistance.
- Continue the implementation of the private facility monitoring program.
- Identify and improve stormwater flow problems in residential areas.
- Develop capital improvement plans for remaining unprotected outfalls.

EXPLANATION OF RATE

RATES FOR STORMWATER	2014	2015	2016
RESIDENTIAL	\$ 8.03	\$ 8.75	\$ 9.54
DUPLEX	\$16.05	\$17.50	\$19.07

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	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Stormwater Utility Fund - Revenues</i>				
Revenues				
403-0000-308.00-00	Estimated Beginning Cash	-	14,877	-
403-0000-334.03-13	Dept of Ecology	27,639	-	310,121
403-0000-343.51-01	Sales	2,398,004	2,615,198	2,914,025
403-0000-345.83-00	Plan Checking Fees	5,968	4,069	4,069
403-0000-345.83-02	Inspection Services	18,827	14,634	14,634
403-0000-361.11-00	Investment Interest	2,621	2,972	2,972
Total Stormwater Utility Fund Revenues		2,453,059	2,651,750	3,245,821

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Stormwater Utility Fund - Expenditures</i>				
Public Works Stormwater Division				
General Service				
403-4201-538.10-01	Salaries-Regular	187,390	194,324	201,604
403-4201-538.10-05	Salaries-Overtime	2,994	1,000	1,000
403-4201-538.10-06	Salaries-Part-Time	-	967	953
403-4201-538.20-01	Employer Paid Benefits	70,942	81,507	85,630
403-4201-538.31-01	Office & Operating Supply	1,869	2,541	2,541
403-4201-538.31-02	Small Tools & Equipment	17	1,500	1,500
403-4201-538.31-17	Supplies-Uniform Purchase	505	2,260	2,260
403-4201-538.31-27	Software Upgrade	-	5,260	5,260
403-4201-538.41-01	Prof. Svc-Other	2,733	15,759	15,759
403-4201-538.41-02	Prof. Svc-Engineering	291,896	259,478	259,478
403-4201-538.41-05	Prof. Svc-Audit	961	450	450
403-4201-538.41-15	Prof. Svc-Legal	6,161	2,200	2,200
403-4201-538.41-17	Prof. Svc-Water Resources	345,703	357,901	357,901
403-4201-538.41-23	Prof. Svc-Local Monitor	30,531	40,000	40,000
403-4201-538.41-27	Prof. Svc-PIE Program	19,563	22,750	22,750
403-4201-538.41-32	Prof. Svc-Utility Locates	581	725	725
403-4201-538.41-33	Prof. Svc-Facility Eval	-	4,600	-
403-4201-538.41-42	Illicit Discharge Detect.	892	9,000	9,000
403-4201-538.41-43	Analyze Stormwater Sample	165	10,000	10,000
403-4201-538.42-01	Telecommunications	913	543	543
403-4201-538.43-01	Transportation/Per Diem	6	2,228	2,228
403-4201-538.43-02	Dues, Subscriptions, Publ	19	173	173
403-4201-538.43-03	Registrations	4,207	2,568	2,568
403-4201-538.45-01	Equipment Rental	5,099	3,307	3,397
403-4201-538.45-02	IMS Rental	47,808	45,497	42,926
403-4201-538.45-03	Copier Rentals	394	499	499
403-4201-538.46-01	Insurance-Liability	13,370	16,261	16,261
403-4201-538.46-02	Insurance-Fire/Property	358	338	338
403-4201-538.47-01	Utility-Electric	2,225	1,468	2,800
403-4201-538.47-02	Utility-City of Lacey	337	529	529
403-4201-538.47-03	Utility-Natural Gas	335	811	811
403-4201-538.47-07	Utility-Solid Waste	1,811	1,715	2,000
403-4201-538.48-01	Rep & Maint-Equipment	171	553	553
403-4201-538.49-06	Maintenance Contracts	1,272	1,018	1,018
403-4201-538.49-23	Custodial	2,771	3,063	3,063

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Stormwater Utility Fund - Expenditures</i>				
Public Works Stormwater Division				
General Service-Continued				
403-4201-538.49-25	Assessments/Taxes	13,217	14,000	14,750
403-4201-538.49-35	CDL-Physicals/Licenses	130	120	120
403-4201-538.49-43	Regional Monitoring Prog.	1,819	10,000	10,000
403-4201-538.49-44	Project Green	11,000	11,000	11,900
403-4201-538.49-45	Fones Road Treatment	-	8,250	-
403-4201-538.50-90	Indirect Cost Plan Charge	-	21,481	-
Total General Service		1,070,165	1,157,644	1,135,488
Customer Service				
403-4202-514.10-01	Salaries-Regular	5,240	5,492	5,719
403-4202-514.10-05	Salaries-Overtime	2	-	-
403-4202-514.20-01	Employer Paid Benefits	2,343	2,549	2,672
403-4202-514.31-01	Office & Operating Supply	-	200	200
403-4202-514.42-01	Telecommunications	-	50	50
403-4202-514.42-02	Communications-Postage	1,750	1,750	1,750
403-4202-514.45-02	IMS Rental	6,906	7,687	7,253
403-4202-514.45-08	Lease Miscellaneous	-	500	500
403-4202-514.46-06	AWC-L & I Pool	688	765	765
403-4202-514.49-01	Excise Taxes	38,241	48,130	46,400
403-4202-514.49-02	Printing & Binding	-	500	500
403-4202-514.49-27	Bad Debt Expense	152	1,800	1,800
403-4202-597.69-02	Transfer Out 412 Fund	340,550	547,224	858,810
Total Customer Service		395,872	616,647	926,419
Stormwater Facility Maintenance				
403-4203-538.10-01	Salaries-Regular	294,835	306,715	357,236
403-4203-538.10-05	Salaries-Overtime	9,810	4,000	4,000
403-4203-538.10-06	Salaries-Part-Time	17,977	18,371	18,101
403-4203-538.20-01	Employer Paid Benefits	146,468	156,192	184,960
403-4203-538.31-01	Office & Operating Supply	30,206	49,917	35,040
403-4203-538.31-02	Small Tools & Equipment	2,003	2,500	2,500
403-4203-538.31-17	Supplies-Uniform Purchase	1,777	1,600	1,600
403-4203-538.31-22	Manhole/Ring/Lid Replace	-	4,000	4,000
403-4203-538.34-01	Fuel	2,646	750	750
403-4203-538.41-01	Prof. Svc-Other	4,786	13,000	13,000
403-4203-538.45-01	Equipment Rental	211,591	217,564	223,477

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Stormwater Utility Fund - Expenditures</i>				
Public Works Stormwater Division				
Stormwater Facility Maintenance-Continued				
403-4203-538.45-05	Rentals-Other	1,858	-	-
403-4203-538.47-01	Utility-Electric	498	900	900
403-4203-538.47-02	Utility-City of Lacey	8,185	13,000	13,000
403-4203-538.48-01	Rep & Maint-Equipment	-	800	800
403-4203-538.48-03	Rep & Maint-Facilities	18,027	52,050	52,050
403-4203-538.49-10	Uniform Contract/Cleaning	-	500	500
403-4203-538.49-29	Vactor Waste	5,390	30,000	30,000
403-4203-538.60-01	Capital Outlays-Equipment	-	5,600	242,000
Total Stormwater Facility Maintenance		756,057	877,459	1,183,914
Total Stormwater Utility Fund Expenditures		2,222,094	2,651,750	3,245,821



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PUBLIC WORKS-RECLAIMED WATER UTILITY FUND

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

BUDGET SUMMARY

The 2016 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	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Reclaimed Water Utility Fund - Revenues</i>				
Revenues				
404-0000-361.11-00	Investment Interest	322	400	400
Total Reclaimed Water Utility Fund Revenues		322	400	400

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Reclaimed Water Utility Fund - Expenditures</i>				
Public Works Reclaimed Division				
General Services				
404-3501-508.80-00	Unreserved Funds	-	400	400
404-3501-535.82-01	Depreciation-Utilities	22,921	-	-
Total Reclaimed Water Utility Fund Expenditures		22,921	400	400



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PUBLIC WORKS-WATER CAPITAL FUND

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

BUDGET SUMMARY

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

The total 2016 budget for this fund is **\$16,014,040**.

2016 PROGRAMS, GOALS AND PRIORITIES

Water Construction Fund:

- Lacey Share of the Brewery Studies
- Telemetry Control Cla-Vals
- College & 22nd Roundabout - Watermain Improvements
- Smith Farm Construction & On-going Farm Management
- Water Rights Mitigation
- 2014 Waterline Replacement (Skokomish)
- Shoreline Monitoring Well (Water Mitigation)
- Reclaimed Water Plan
- Groundwater Monitoring Well-Phase I
- Steilacoom Road Watermain-County
- SW 337 Pressure Zone Study
- Westside BPS VFDs and On-site Generator
- Well Source 15 and 16 Replacement (Beachcrest)
- 2015 Critical Valves
- College to Ruddell via Brentwood – Transmission Design
- Hawks Prairie Water Treatment Facility Recycle Equipment
- Judd Hill Reservoir – Emergency Overflow Design
- Interfund Debt Service Obligations
- Hoh Street Water Transmission
- HPWTF Pump Hatch
- Hawks Praire Wellfield
- 2016 Watermain Replacement, Design
- Capital City golf Course Fire-flow
- Reclaimed Water Comprehensive Plan
- Horizon Pointe/66th Ave Water
- Misc. work on trans/development projects
- Overflow for Union Mills Reservoir
- Reservoirs Interior Coatings - Report
- Shady Lane, 2016 Watermain Replacement
- Survey for Future Watermain Replacement
- Union Mills Reservoir Seismic Upgrade
- 2016 Critical Valves
- 2016 Well Review/Analysis
- 2017 Watermain replacement, Projects 1 & 2
- 2016 Revenue Bond Repayment (83.17%)

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Water Capital Fund - Revenues</i>				
Revenues				
410-0000-308.00-00	Estimated Beginning Cash	-	2,261,892	9,711,464
410-0000-308.01-00	Construction Cash	-	17,400	-
410-0000-343.40-05	Replacement Sales	1,572,220	1,574,894	1,716,537
410-0000-343.40-07	General Facilities Charge	2,227,042	1,751,913	1,795,711
410-0000-343.40-08	Front Footage	16,347	-	-
410-0000-361.11-00	Investment Interest	41,565	25,000	25,000
410-0000-361.12-00	Interest Construction	501	1,000	1,000
410-0000-397.02-00	Transfer In 401 Fund	1,485,436	1,920,326	2,764,328
410-0000-397.10-07	Transfer In 202 Fund	338,802	-	-
410-0000-397.11-50	Transfer In 450 Fund	3,071,395	2,151,727	-
410-0000-397.11-60	Transfer In 450 ULID21	62,697	-	-
Total Water Capital Fund Revenues		8,816,005	9,704,152	16,014,040

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Water Capital Fund - Expenditures</i>				
Public Works Water Capital				
Water Capital Construction				
410-3418-534.60-99	Capitalized Assets	(2,058,416)	-	-
410-3418-534.90-01	Preliminary Engineering	442,454	1,374,284	1,631,375
410-3418-534.90-05	Construction Engineering	273,169	712,284	608,250
410-3418-534.90-11	Construction Admin	(7,932)	-	-
410-3418-534.90-13	Construction/Utilities	1,182,536	6,450,876	7,358,875
410-3418-534.90-25	Water Rights Mitigation	13,910	50,000	10,000
410-3418-581.20-30	Loan Repayments 411 Fund	-	613,004	5,903,000
410-3418-592.85-01	Interfund Loan Interest	6,672	-	-
410-3418-597.69-01	Transfer Out 450 Fund	561,398	503,704	502,540
Total Water Capital Fund Expenditures		413,791	9,704,152	16,014,040



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PUBLIC WORKS-WASTEWATER CAPITAL FUND

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

BUDGET SUMMARY

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

The total 2016 fund requirements are **\$10,454,392**.

2016 PROGRAMS, GOALS AND PRIORITIES

Wastewater Construction Fund Projects:

- Lift Stations #25 and #31 Pump and Electrical Upgrades
- Steilacoom Regional Liftstation
- Tanglewilde East ULID
- Bioxide Cleanup/Avonlea Odor Control
- Skokomish Service Lines
- College to Ruddell Brentwood Wastewater Repair
- Lift Station #3 Outfall (Pipe and Manhole)
- Lift Station #2 LS, Gravity and FM Replacement (Westlake Dr)
- College / 22nd Slipline
- Hogum Bay Road Improvements
- Mullen Road STEP Main (Part 2 Lakepointe Bioxide)
- LS 18 Generator - Yelm and Intelco
- LS 9 Corrosion Rehab - Ruddell at Rainier Vista Park
- LS 12 Abandonment & New Mains - 5th Court
- LS 15 Rehab - Galaxy Drive
- LS 19 Rehab - Willamette DR & Commercial Place DR
- LS 21 Rehab - Pacific Ave at the Mayan Resturant
- Rumac St. STEP (Part 1 Lakeponte bioxide)
- Septic System Conversion Study

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Wastewater Capital Fund - Revenues</i>				
Revenues				
411-0000-308.00-00	Estimated Beginning Cash	-	568,700	-
411-0000-308.01-00	Construction Cash	-	200,000	-
411-0000-343.50-04	Replacement Sales	320,899	325,428	331,700
411-0000-343.50-08	General Facilities Charge	1,462,495	1,122,052	1,150,103
411-0000-361.11-00	Investment Interest	12,322	-	-
411-0000-361.12-00	Interest Construction	13,290	14,000	14,000
411-0000-366.10-00	Interfund Interest	6,672	25,000	-
411-0000-381.10-00	Loans Received	-	588,004	5,903,000
411-0000-397.03-00	Transfer In 402 Fund	344,489	584,107	905,621
411-0000-397.04-00	Transfer In 451 Fund	-	3,177,752	2,149,968
Total Wastewater Capital Fund Revenues		2,160,167	6,605,043	10,454,392

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Wastewater Capital Fund - Expenditures</i>				
Public Works Wastewater Capital				
Wastewater Capital Construction				
411-3518-508.80-00	Unreserved Funds	-	837,320	3,235,392
411-3518-535.60-99	Capitalized Assets	(1,274,626)	-	-
411-3518-535.90-01	Preliminary Engineering	299,880	662,327	1,112,250
411-3518-535.90-05	Construction Engineering	48,626	374,927	479,850
411-3518-535.90-13	Construction/Utilities	978,217	4,730,469	5,626,900
411-3518-535.90-22	Purchase of Land	356	-	-
Total Wastewater Capital Fund Expenditures		52,453	6,605,043	10,454,392



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PUBLIC WORKS-STORMWATER CAPITAL FUND

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

BUDGET SUMMARY

All expenditures are allocated for specific improvement projects included in the City's Capital Facilities Plan. Expenditures from this fund fluctuate significantly based on success in obtaining grant funding. Expenditures for 2016 are budgeted to be **\$1,213,310**. Revenues for this fund come from rates, loans, and grants.

2016 PROGRAMS, GOALS AND PRIORITIES

- Stormwater Manual Update
- Vactor Waste Decant Facility
- Chambers Lake Stormwater Facility
- Brentwood SW Installation
- Low Impact Development Code Revisions
- 2016 Revenue Bond Repayment (16.83%)

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Stormwater Capital Fund - Revenues</i>				
Revenues				
412-0000-308.00-00	Estimated Beginning Cash	-	1,466,575	-
412-0000-334.03-13	Dept of Ecology	969,345	352,000	352,000
412-0000-361.11-00	Investment Interest	1,696	2,500	2,500
412-0000-397.10-06	Transfer In 403 Fund	340,550	547,224	858,810
412-0000-397.11-52	Transfer In 452 Fund	1,304,000	578	-
Total Stormwater Capital Fund Revenues		2,615,591	2,368,877	1,213,310

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Stormwater Capital Fund - Expenditures</i>				
Public Works Stormwater Capital				
Stormwater Capital Construction				
412-4218-508.80-00	Unreserved Funds	-	-	56,624
412-4218-542.60-99	Capitalized Assets	(1,986,731)	-	-
412-4218-542.90-01	Preliminary Engineering	625,595	744,956	205,000
412-4218-542.90-04	Storm Drainage	823	-	786,250
412-4218-542.90-05	Construction Engineering	93,867	1,183,005	63,750
412-4218-542.90-11	Construction Administrative	2,367	87,487	-
412-4218-542.90-13	Construction/Utilities	1,231,982	251,508	-
412-4218-597.69-05	Transfer Out 452 Fund	113,602	101,921	101,686
Total Stormwater Capital Fund Expenditures		81,505	2,368,877	1,213,310



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PUBLIC WORKS-RECLAIMED WATER CAPITAL FUND

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

BUDGET SUMMARY

The 2016 budget for the Reclaimed Water Capital Fund is **\$3,500**. 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.

There are no construction projects for 2016.

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Reclaimed Water Capital Fund - Revenues</i>				
Revenues				
414-0000-361.11-00	Investment Interest	3,727	3,000	3,500
Total Reclaimed Water Capital Fund Revenues		3,727	3,000	3,500

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Reclaimed Water Capital Fund - Expenditures</i>				
Public Works Reclaimed Water Capital				
Reclaimed Water Capital Construction				
414-3518-508.80-00	Unreserved Funds	-	3,000	3,500
Total Reclaimed Water Capital Fund Expenditures		-	3,000	3,500



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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.

The 2016 budget includes \$502,540 for interest and principal payments for the 2013 revenue bonds. These debt service payments are funded through Water rates and are transferred into the debt service fund from the Water Capital fund.

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Water Debt Fund - Revenues</i>				
Revenues				
450-0000-308.02-00	Debt Service Cash	-	2,131,332	-
450-0000-308.04-00	Depreciation-Balancing	-	3,499,900	3,499,900
450-0000-361.11-00	Investment Interest	10,638	100	100
450-0000-361.13-00	Int. Earned Debt Reserve	6,559	-	-
450-0000-361.55-08	Interest-ULID 21	10,334	9,767	9,333
450-0000-368.10-08	Principal-ULID 21	-	10,628	11,092
450-0000-383.10-00	Contributed Capital	3,012,691	-	-
450-0000-397.06-00	Transfer In 410 Fund	561,398	503,704	502,540
Total Water Debt Service Fund Revenues		3,601,620	6,155,431	4,022,965

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Water Debt Fund - Expenditures</i>				
Finance - Debt Retirement				
450-3401-534.82-01	Depreciation-Utilities	3,239,903	3,500,000	3,500,000
450-3401-591.72-05	Principal-2013 Rev Bonds	-	266,147	270,306
450-3401-592.83-05	Interest-2013 Rev Bonds	216,293	237,557	232,234
450-3401-592.84-00	Issue Cost	303	-	-
450-3401-597.02-04	Transfer Out 410 ULID21	62,697	-	-
450-3401-597.69-04	Transfer Out 410 Fund	3,071,395	2,151,727	-
450-3401-597.69-06	Transfers Out 202 Fund	-	-	20,425
Total Water Debt Service Fund Expenditures		6,590,591	6,155,431	4,022,965



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WASTEWATER DEBT SERVICE FUND

The Wastewater Debt Service Fund was created to separate the budgetary functions of this utility into three distinct funds including operations, construction and replacement, and debt.

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 local improvement district debt obligations are for Utility Local Improvement District (ULID) #23, which included a sewer line installation and connections. The 2016 budget includes appropriations for a bond issue for ULID #24, which includes the replacement of a community septic system with a sewer interceptor connection to the city system.

2016 budget includes \$37,266 for interest and principal for 2015 revenue bonds (ULID23).

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Wastewater Debt Fund - Revenues</i>				
Revenues				
451-0000-308.04-00	Depreciation-Balancing	-	2,349,650	2,349,650
451-0000-361.11-00	Investment Interest	(18)	-	-
451-0000-361.13-00	Int. Earned Debt Reserve	-	350	350
451-0000-361.55-09	Interest-ULID #23	-	-	20,582
451-0000-368.10-09	Principal-ULID23	-	-	16,684
451-0000-369.90-00	Other Misc Revenue	-	-	381
451-0000-381.10-10	Loan Received 202 Fund	-	700,098	-
451-0000-383.10-00	Contributed Capital	1,740,683	-	-
451-0000-391.20-01	Proceeds-2013 Bonds	-	2,477,654	-
451-0000-391.30-04	ULID #24	-	-	2,414,101
Total Wastewater Debt Service Fund Revenues		1,740,665	5,527,752	4,801,748

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Wastewater Debt Fund - Expenditures</i>				
Finance - Debt Retirement				
451-3501-508.80-00	Unreserved Funds	-	-	381
451-3501-535.82-01	Depreciation-Utilities	1,923,074	2,350,000	2,350,000
451-3501-535.85-01	Debt Reserve for Covenant	-	-	207,133
451-3501-592.84-00	Issue Cost	-	-	57,000
451-3501-592.85-02	Interfund Debt 202-ULID23	-	-	37,266
451-3501-597.02-03	Transfer Out 411 Fund	-	3,177,752	2,149,968
Total Wastewater Debt Service Fund Expenditures		1,923,074	5,527,752	4,801,748



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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.

The 2016 budget includes \$101,686 for interest and principal for the 2013 revenue bonds. These debt service payments are funded through Stormwater rates and are transferred into the debt service fund from the Stormwater Capital fund.

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Stormwater Debt Fund - Revenues</i>				
Revenues				
452-0000-308.02-00	Debt Service Cash	-	578	-
452-0000-308.04-00	Depreciation-Balancing	-	1,650,000	1,650,000
452-0000-361.11-00	Investment Interest	4,164	-	-
452-0000-383.10-00	Contributed Capital	1,886,087	-	-
452-0000-397.05-00	Transfer In 412 Fund	113,602	101,921	101,686
Total Stormwater Debt Service Fund Revenues		2,003,853	1,752,499	1,751,686

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Stormwater Debt Fund - Expenditures</i>				
Finance - Debt Retirement				
452-4201-538.82-01	Depreciation-Utilities	1,638,688	1,650,000	1,650,000
452-4201-591.72-05	Principal-2013 Rev Bonds	-	53,853	54,695
452-4201-592.83-05	Interest-2013 Rev Bonds	43,765	48,068	46,991
452-4201-592.84-00	Issue Cost	61	-	-
452-4201-597.69-02	Transfer Out 412 Fund	1,304,000	578	-
Total Stormwater Debt Service Fund Expenditures		2,986,514	1,752,499	1,751,686



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EQUIPMENT RENTAL FUND

The Equipment Rental Fund is an internal service fund created to provide for the repair, maintenance, and replacement of City-owned vehicles and equipment. The Finance Department provides administrative support while the Public Works Department provides maintenance, management, and repair services. The Equipment Rental Division is responsible for the repair and maintenance of approximately 242 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 2016 budget for the Equipment Rental Fund is **\$2,543,522** 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.

2016 PROGRAMS, GOALS AND PRIORITIES

- Ensure 2016 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	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Equipment Rental Fund - Revenues</i>				
Revenues				
501-0000-308.00-00	Estimated Beginning Cash	-	378,250	240,087
501-0000-348.10-07	M&O-Police	345,726	290,982	324,288
501-0000-348.10-08	M&O-Planning & Comm. Dev.	15,370	12,320	15,892
501-0000-348.10-09	M&O-Public Works	39,753	36,438	42,073
501-0000-348.10-10	M&O-Parks & Recreation	20,589	24,347	18,629
501-0000-348.10-11	M&O-Facilities Maint.	5,162	4,448	3,777
501-0000-348.10-12	M&O-Parks Maintenance	156,144	151,975	166,939
501-0000-348.10-13	M&O-Water	229,151	209,822	256,039
501-0000-348.10-14	M&O-Wastewater	131,475	116,386	127,147
501-0000-348.10-15	M&O-Stormwater	102,802	109,410	121,432
501-0000-348.10-16	M&O-Streets	121,776	130,468	127,705
501-0000-348.10-17	M&O-Animal Services	22,027	25,060	26,038
501-0000-348.10-20	M&O-City Hall Common	8,265	6,363	6,618
501-0000-348.10-22	M&O-Fire District #3	89,505	96,090	85,861
501-0000-348.10-23	M&O-Water Resources	7,407	6,031	7,361
501-0000-348.10-24	M&O-RAC	23,955	35,821	39,503
501-0000-348.20-07	Replacement-Police	135,948	134,782	135,544
501-0000-348.20-08	Replacement-Planning & CD	12,202	12,202	9,380
501-0000-348.20-09	Replacement-Public Works	27,278	36,092	38,463
501-0000-348.20-10	Replacement-Parks & Rec.	12,028	13,184	10,064
501-0000-348.20-11	Replacement-Facility Main	8,836	943	890
501-0000-348.20-12	Replacement-Parks Maint.	145,026	150,533	115,705
501-0000-348.20-13	Replacement-Water	183,436	176,208	194,583
501-0000-348.20-14	Replacement-Wastewater	182,301	164,513	162,731
501-0000-348.20-15	Replacement-Stormwater	115,437	111,461	105,443
501-0000-348.20-16	Replacement-Streets	94,309	90,059	78,990
501-0000-348.20-20	Replacement-City Hall	17,165	8,900	10,849
501-0000-348.20-23	Replacement-Water Resourc	7,570	7,451	6,738
501-0000-348.20-24	Replacement-RAC	77,381	84,512	49,418
501-0000-361.11-00	Investment Interest	14,459	15,335	15,335
501-0000-369.13-00	Proceeds of Capital Asset	65,594	-	-
501-0000-369.40-00	Court Fees /Judgments	23,364	-	-
501-0000-369.90-00	Other Misc Revenue	200	-	-
501-0000-373.00-00	Other Gains & Losses	(5,338)	-	-
501-0000-383.11-00	From Governmental Funds	36,240	-	-
501-0000-387.00-00	Residual Equity Trans In	106,773	-	-
Total Equipment Rental Fund Revenues		2,579,316	2,640,386	2,543,522

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Equipment Rental Fund - Expenditures</i>				
Public Works Equipment Rental				
General Services				
501-4801-508.80-00	Unreserved Funds	-	72,390	305,026
501-4801-548.10-01	Salaries-Regular	121,974	126,844	130,247
501-4801-548.10-05	Salaries-Overtime	31	200	200
501-4801-548.20-01	Employer Paid Benefits	47,256	51,495	53,956
501-4801-548.31-01	Office & Operating Supply	1,173	750	750
501-4801-548.31-17	Supplies-Uniform Purchase	1,798	2,200	2,200
501-4801-548.41-01	Prof. Svc-Other	351	1,000	1,000
501-4801-548.41-26	Prof. Svc-Administration	-	250	250
501-4801-548.42-01	Telecommunications	40	-	-
501-4801-548.43-01	Transportation/Per Diem	135	450	450
501-4801-548.43-02	Dues, Subscriptions, Publ	120	300	300
501-4801-548.43-03	Registrations	-	1,500	1,500
501-4801-548.45-02	IMS Rental	7,896	8,602	8,172
501-4801-548.46-02	Insurance-Fire/Property	6,386	6,037	6,752
501-4801-548.46-04	Insurance-Vehicle	27,997	30,018	30,018
501-4801-548.46-06	AWC-L & I Pool	463	515	515
501-4801-548.47-01	Utility-Electrical	3,662	5,001	5,001
501-4801-548.47-02	Utility-City of Lacey	4,702	4,300	4,300
501-4801-548.47-03	Utility-Gas	3,144	6,000	6,000
501-4801-548.48-01	Rep & Maint-Equipment	496	650	650
501-4801-548.48-03	Rep & Maint-Facilities	1,023	2,896	2,896
501-4801-548.49-10	Uniform Contract/Cleaning	424	1,000	1,000
501-4801-548.49-25	Assessments/Taxes	1,398	-	-
501-4801-548.49-35	CDL-Physicals/Licenses	185	172	172
501-4801-548.50-90	Indirect Cost Plan Charge	-	10,465	-
501-4801-548.60-01	Capital Outlays-Equipment	-	10,000	10,000
501-4801-548.60-02	Capital Outlays-Replace	435,917	498,335	240,087
501-4801-548.60-99	Capitalized Fixed Asset	(416,266)	-	-
501-4801-548.65-02	Depreciation-Vehicles	664,077	693,512	693,512
Total General Services		914,382	1,534,882	1,504,954
Preventative Maintenance				
501-4802-548.10-01	Salaries-Regular	121,316	125,142	128,778
501-4802-548.10-05	Salaries-Overtime	-	200	200
501-4802-548.10-06	Salaries-Part-Time	5,270	9,887	10,057

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Equipment Rental Fund - Expenditures</i>				
Public Works Equipment Rental				
Preventative Maintenance-Continued				
501-4802-548.20-01	Employer Paid Benefits	55,188	61,439	63,809
501-4802-548.31-01	Office & Operating Supply	107,642	125,000	125,000
501-4802-548.31-02	Small Tools & Equipment	4,862	5,000	5,000
501-4802-548.31-27	Software Upgrade	2,585	2,900	2,900
501-4802-548.41-01	Prof. Svc-Other	416	1,000	1,000
501-4802-548.48-01	Rep & Maint-Equipment	46,490	50,000	50,000
501-4802-548.49-30	Software Maintenance	1,734	1,595	1,595
Total Preventative Maintenance		345,503	382,163	388,339
Fuel, Oil, Tires				
501-4803-548.10-01	Salaries-Regular	22,299	22,998	23,659
501-4803-548.20-01	Employer Paid Benefits	9,807	10,543	11,080
501-4803-548.31-01	Office & Operating Supply	687	700	700
501-4803-548.34-01	Fuel	327,921	450,800	377,109
501-4803-548.34-02	Diesel	179,462	207,000	206,381
501-4803-548.34-03	Tires	35,157	27,500	27,500
501-4803-548.41-01	Prof. Svc-Other	929	2,000	2,000
501-4803-548.48-01	Rep & Maint-Equipment	26	1,800	1,800
Total Fuel, Oil, Tires		576,288	723,341	650,229
Total Equipment Rental Fund Expenditures		1,836,173	2,640,386	2,543,522

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. IMS 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." IMS 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 2016 budget for Information Management Services is **\$1,905,736** 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.

2016 PROGRAMS, 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	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Information Management Service Fund - Revenues</i>				
Revenues				
502-0000-308.00-00	Estimated Beginning Cash	-	254,993	220,274
502-0000-348.10-01	M&O-City Manager	9,055	9,870	9,890
502-0000-348.10-02	M&O-Finance	29,520	26,834	25,811
502-0000-348.10-03	M&O-City Council	2,742	6,010	11,992
502-0000-348.10-05	M&O-Public Affairs/HR	20,772	18,855	19,635
502-0000-348.10-06	M&O-Community Bldgs	5,485	8,533	8,519
502-0000-348.10-07	M&O-Police	128,315	113,845	108,591
502-0000-348.10-08	M&O-Planning & Comm. Dev.	50,324	50,143	55,598
502-0000-348.10-09	M&O-Public Works	43,740	45,860	47,875
502-0000-348.10-10	M&O-Parks & Recreation	23,587	23,226	27,853
502-0000-348.10-11	M&O-Facilities Maint.	1,371	1,476	1,579
502-0000-348.10-12	M&O-Parks Maintenance	30,646	13,168	13,737
502-0000-348.10-13	M&O-Water	182,443	158,418	178,723
502-0000-348.10-14	M&O-Wastewater	91,942	91,979	92,721
502-0000-348.10-15	M&O-Stormwater	50,371	49,699	47,730
502-0000-348.10-16	M&O-Streets	26,706	17,863	16,475
502-0000-348.10-20	M&O-City Hall Common	543,575	672,911	714,316
502-0000-348.10-21	M&O-Equipment Rental	5,900	6,154	6,156
502-0000-348.10-23	M&O-Water Resources	20,158	26,288	22,231
502-0000-348.10-24	M&O-RAC	6,316	7,741	9,337
502-0000-348.20-01	Replacement-City Manager	5,210	3,127	2,519
502-0000-348.20-02	Replacement-Finance	6,723	6,116	3,430
502-0000-348.20-03	Replacement-City Council	429	3,665	3,478
502-0000-348.20-05	Replacement-PA/HR	9,473	7,647	8,092
502-0000-348.20-06	Replacement-Comm Bldgs	1,445	3,712	2,989
502-0000-348.20-07	Replacement-Police	66,923	75,616	71,746
502-0000-348.20-08	Replacement-Planning & CD	24,458	14,964	27,270
502-0000-348.20-09	Replacement-Public Works	18,892	44,948	60,814
502-0000-348.20-10	Replacement-Parks & Rec.	16,021	11,024	7,259
502-0000-348.20-11	Replacement-Facility Main	568	689	638
502-0000-348.20-12	Replacement-Parks Maint.	3,853	4,631	3,454
502-0000-348.20-13	Replacement-Water	21,910	18,911	13,427
502-0000-348.20-14	Replacement-Wastewater	6,766	10,868	7,904
502-0000-348.20-15	Replacement-Stormwater	4,343	3,485	2,448
502-0000-348.20-16	Replacement-Streets	3,772	8,752	6,541
502-0000-348.20-20	Replacement-City Hall	67,665	43,711	25,644
502-0000-348.20-21	Replacement-Equip Rent	1,996	2,448	2,016

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Information Management Service Fund - Revenues/Expenditures</i>				
Finance				
Revenues-Continued				
502-0000-348.20-23	Replacement-Water Resourc	7,715	10,708	7,962
502-0000-348.20-24	Replacement-RAC	2,191	2,639	4,562
502-0000-361.11-00	Investment Interest	4,313	4,500	4,500
502-0000-369.10-00	Sale of Scrap & Surplus	4,606	-	-
502-0000-369.13-00	Proceeds of Capital Asset	690	-	-
502-0000-383.11-00	From Governmental Funds	65,682	-	-
Total Information Mgmt. Services Fund Revenues		1,618,612	1,886,027	1,905,736
Total City Revenues		98,897,318	125,892,867	128,447,733
Central System Support				
502-1801-518.10-01	Salaries-Regular	207,338	214,142	223,409
502-1801-518.10-05	Salaries-Overtime	140	3,000	3,000
502-1801-518.20-01	Employer Paid Benefits	86,445	95,346	99,549
502-1801-518.31-01	Office & Operating Supply	4,791	14,000	14,000
502-1801-518.31-27	Software Upgrade	528	8,000	8,000
502-1801-518.41-25	Prof. Svc-Computer	909	10,000	10,000
502-1801-518.42-01	Telecommunications	11,029	18,120	18,120
502-1801-518.42-05	Communications-Webhosting	5,700	6,000	6,000
502-1801-518.43-01	Transportation/Per Diem	2,641	8,000	8,000
502-1801-518.43-02	Dues, Subscriptions, Publ	176	2,000	2,000
502-1801-518.43-03	Registrations	755	8,000	8,000
502-1801-518.46-06	AWC-L & I Pool	130	144	144
502-1801-518.48-01	Rep & Maint-Equipment	-	2,000	2,000
502-1801-518.49-02	Printing & Binding	24	500	500
502-1801-518.49-05	Professional Development	-	9,000	9,000
502-1801-518.49-25	Assessments/Taxes	25	-	-
502-1801-518.49-30	Software Maintenance	158,992	182,663	182,663
502-1801-518.49-31	Hardware Maintenance	55,802	52,000	52,000
502-1801-518.49-67	Web Services	326	2,000	2,000
502-1801-518.50-90	Indirect Cost Plan Charge	-	17,494	-
Total Central System Support		535,751	652,409	648,385

Account Number	Description	2014 Actual Revenue/Expense	2015 Amended Budget	2016 Adopted Budget
<i>Information Management Service Fund - Expenditures</i>				
Finance Expenditures				
PC & Network Support				
502-1802-518.10-01	Salaries-Regular	378,715	405,049	422,221
502-1802-518.10-05	Salaries-Overtime	47	3,000	3,000
502-1802-518.20-01	Employer Paid Benefits	164,681	185,276	192,831
502-1802-518.31-01	Office & Operating Supply	4,690	10,000	10,000
502-1802-518.41-25	Prof. Svc-Computer	-	7,500	7,500
502-1802-518.43-01	Transportation/Per Diem	-	6,000	6,000
502-1802-518.43-03	Registrations	-	5,000	5,000
502-1802-518.49-05	Professional Development	-	10,000	10,000
502-1802-518.60-01	Capital Outlays-Equipment	245,678	242,000	242,000
502-1802-518.60-09	Software Assurance	53,822	60,000	60,000
502-1802-518.60-99	Capitalize Assets	(55,782)	-	-
502-1802-518.65-04	Depreciation-IMS Equip	81,793	163,619	159,149
Total PC & Network Support		873,644	1,097,444	1,117,701
Help Desk				
502-1803-518.10-01	Salaries-Regular	79,805	81,917	84,247
502-1803-518.10-05	Salaries-Overtime	-	1,500	1,500
502-1803-518.20-01	Employer Paid Benefits	36,260	39,857	41,003
502-1803-518.31-01	Office & Operating Supply	313	7,000	7,000
502-1803-518.42-01	Telecommunications	-	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	249	800	800
502-1803-518.49-05	Professional Development	-	2,000	2,000
Total Help Desk		116,627	136,174	139,650
Total Information Mgmt. Services Fund Expenditures		1,526,022	1,886,027	1,905,736
Total City Expenditures		84,381,869	125,892,867	128,447,733