

City of Lacey, Washington 2018 Adopted Budget



Prepared by the
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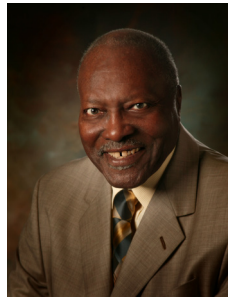
City of Lacey - City Council Members



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Mayor



Cynthia Pratt - Deputy
Mayor



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Jason Hearn



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Michael Steadman



Rachel Young

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A Message from Scott H. Spence, City Manager October 26, 2017

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

The 2018 proposed Lacey City Budget benefits greatly from a healthy South Puget Sound economy. Construction continues to be the principal driver of the recent prosperity enjoyed in the Thurston County area. Specific to Lacey, new construction reached \$162 million. This is approximately \$50 million more than recorded the previous year. In the recent past, single-family homes accounted for the majority of Lacey's construction activity. The pace of home building is slowing, however. If trends in permit activity remain for 2017, it will be the lowest number of single-family permits issued by the City of Lacey in 14 years. Large-scale commercial projects, however, remain robust. School construction projects also continue to complement this one-time activity. In the retail sector, growth has only been incremental. Nevertheless, the improved economy has created a favorable revenue environment, benefitting the balancing efforts of the proposed 2018 Budget.

The proposed 2018 Budget provides the means to carry out the goals and priorities set by the Lacey City Council. Through continued fiscal leadership and discipline, the 2018 Budget is balanced. Equally as important, it maintains and enhances the delivery of essential services and programs at levels expected by the community. Of note is a reinvestment in the city workforce for the 2018 calendar year. Five employees, including a police officer, and one employee within the city utilities are included in the proposed Budget. These additional resources establish a full-time equivalent workforce of 260 to serve a city population that totals 48,700, including a utility customer base of 61,000.

Lacey's Total Budget for 2018 equals \$130,017,984. Reduced capital expenditures in the utilities shrank the 2018 Total Budget by 4.4% (\$5,946,587) when compared to the 2017 Total Budget. The General Fund Budget totals \$47,178,157. This represents a year-over-year increase of 5.9% (\$2,618,018) compared with the amended 2017 General Fund Budget. Enhancements to the city workforce and one-time transfers relating to strategic economic development initiatives are the primary contributors to the increase within the General Fund Budget.

Highlighted goals and priorities included in the 2018 budget are as follows:

- Reinstated street overlay program, which includes \$1.8 million of planned work for 2018 due to the support of Lacey voters
- \$910,000 for strategic economic development initiatives (i.e., MakerSpace initiative, Port of Olympia Willamette Industrial Space, and Woodland District infrastructure)
- Finalization of the Hogum Bay Rd NE and Willamette Drive NE Roundabout and Road Improvement Project (\$4.1 million)
- Replacement of the two synthetic baseball infields at the Regional Athletic Complex (\$297,360)
- A \$125,000 commitment to the Lacey Veterans Services Hub, marking the second year of this effort.

The City of Lacey is a full-service municipality providing water, sewer, and stormwater services. Altogether, the value of these utility assets equal approximately \$250 million. Further, the 2018 operational and capital activities of the water, sewer, and stormwater utilities represent the largest portion of the city's 2018 Total Budget at \$61,159,618, or equal to almost half the entire Total Budget.

Each utility is implementing a separate comprehensive plan representing millions of dollars in public infrastructure investment. Two of the three utilities are operating within an approved rate structure that extends until 2019, water being

the exception. As proposed by the 2018 Budget, a 3% rate adjustment is recommended for the water utility next year. For the average residential utility customer, this inflationary adjustment equals roughly 95 cents per month. In the long-term, this adjustment will keep future rate increases lower and lessen the probability of issuing debt to finance capital projects once a new comprehensive plan is adopted for the water utility in 2020.

Utility projects programmed for the 2018 calendar year include the following:

- Upgrade of 33rd Court and Stikes stormwater conveyance system totaling \$500,000
- Steilacoom Regional Liftstation Construction Project at \$900,000—this project is in its second year
- Union Mills Reservoir Seismic Upgrade totaling \$1.4 million—this project is continued from 2017
- Waterline Replacement Program at \$1.3 million
- Liftstation #2 (Westlake Drive) Replacement Project totals \$3 million
- Liftstation #15 (Galaxy Drive) Rehabilitation Project totals \$1.4 million
- Liftstation #21 (Pacific Avenue) Rehabilitation Project totals \$1.8 million

The proposed 2018 Budget document is a road map of the city's public investment in the community for the near term. Detailed overviews and highlights of Lacey's significant revenue sources as well as public expenditures on essential services are included in the following pages of this important document. The information contained in the proposed 2018 Budget is fundamental to how Lacey's government operates to serves its residents.

I would like to thank the Lacey City Council, appointed city officials, executive leadership, and city staff for helping produce the 2018 Budget proposal, and to acknowledge the exemplary work they do on behalf of the Lacey community.

Thank you.

Scott H. Spence
City Manager

LACEY CITY GOVERNMENT



CITIZENS

Boards & 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

Finance

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

Administrative Services

Public Information
 Clerk/Records
 Community Liaison
 Neighborhood Assoc.
 Legislative Liaison
 Animal Services Support
 Recycling/Solid Waste
 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 & Economic 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 & 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 2018 Summary

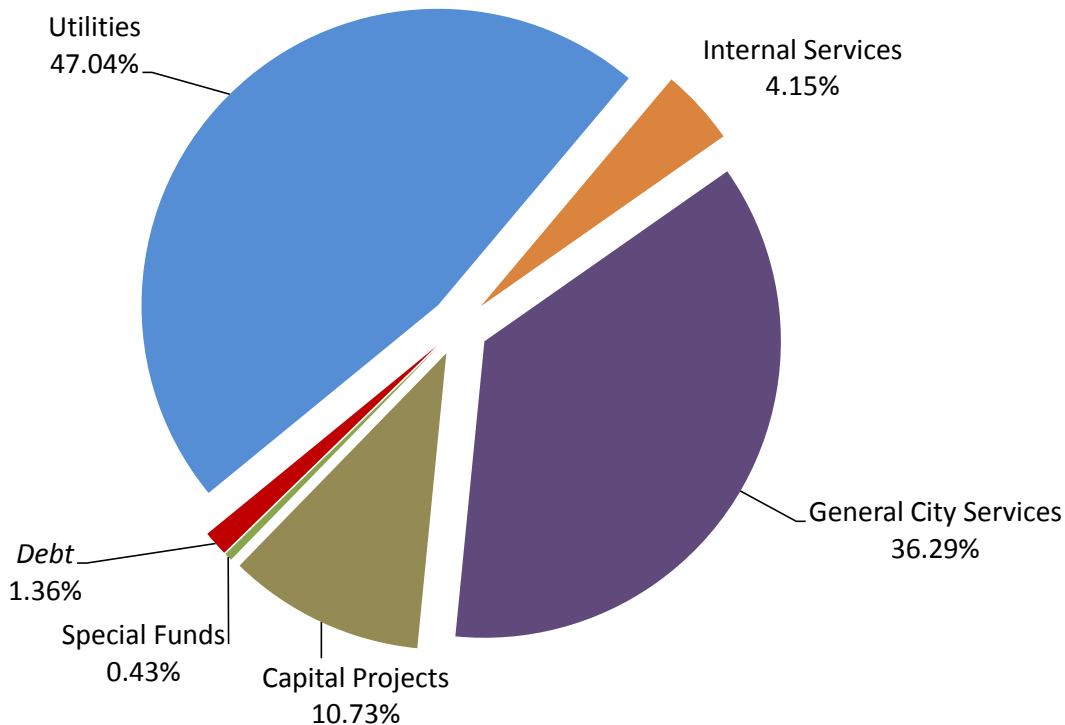
The 2018 budget totals \$130,017,984. This is a \$5,946,587 or 4.4 percent decrease compared to the amended 2017 budget. The City continues to live within its means. Service levels are principally maintained and in some areas are enhanced. The City continues its long-term track record of investing significantly 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 Street, and Capital Equipment Funds combine to make

Total City Budget by Funds \$130,017,984



This summary section of the proposed 2018 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

up the City’s GENERAL FUND. There are eleven separate funds that account for the major components of the City’s water, wastewater, stormwater, and reclaimed water utilities. 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, transportation improvements, Hicks Lake Management District, and 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-nine (29) separate funds. It also maintains two joint-venture funds for Animal Services and Drug Enforcement activities, an agency fund for the Capital Area Regional Public Facilities District, as well as, an agency fund for School Impact Fee fund.

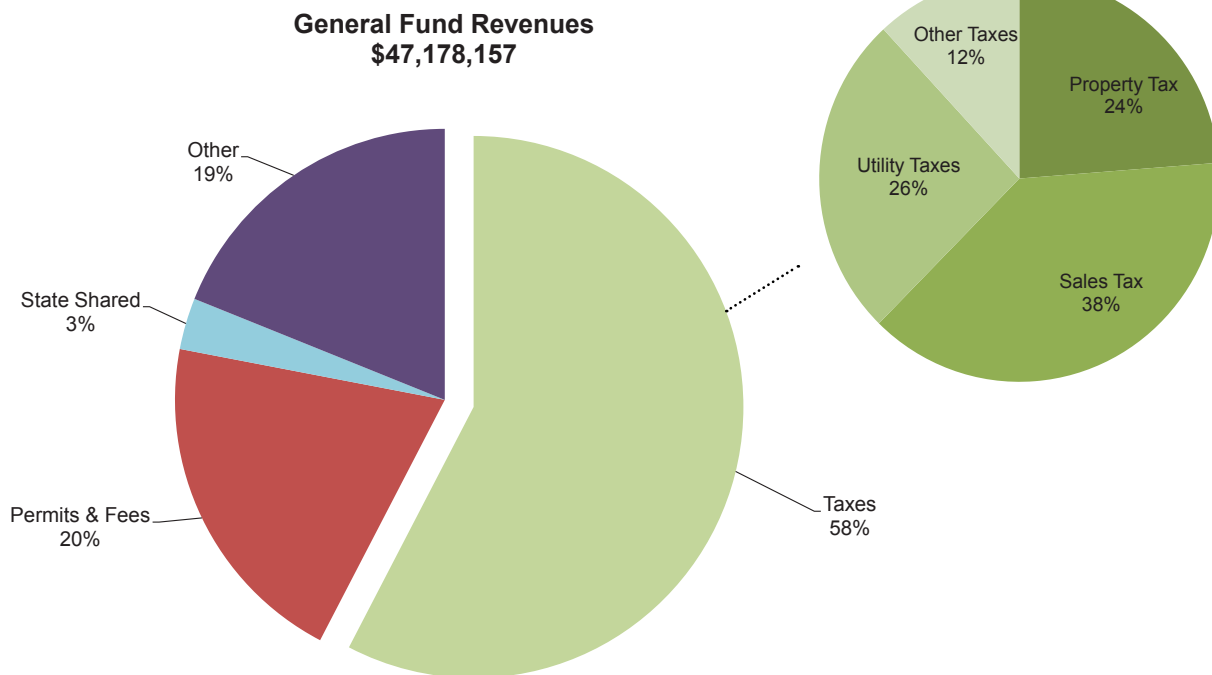
The General Fund

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.

General Fund services and activities constitute 36.3 percent of the total \$130.0 million budget proposal. The difference is largely associated with cost of labor adjustments, interfund transfers, and inflationary increases. The 2018 General Fund Budget includes five new positions. The new positions are further described in their specific sections of this budget summary.

General Fund - Revenue Summary

Property and sales tax revenues are the dominant income sources for the General Fund. Combined, they total \$17,137,243.



The total General Fund budget for 2018 is \$47,178,157, which is 5.9 percent or \$2.6 million higher than the 2017 amended budget. The variance or change to the General Fund Budget expenditures is mostly attributed one-time transfers relating to the planned strategic economic development investments and capital expenditures and the addition of five new positions to maintain service levels. Also, the overall cost of labor continues to increase.

The property tax levy for 2018 has been determined by calculating the one percent allowable limitation, recovering the value of refunds, and adding new construction valuation. The one percent adjustment amounts to a \$61,856 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 \$47.2 million public service operating budget. As such, it is critical that

the City also experience a strong performance from new construction and other General Fund revenues in order to maintain service levels each year.

Preliminary values issued by Thurston County Assessor's Office indicate that the City's total new construction value will increase \$162.3 million. This increase is very significant because new construction valuation is not subject to the one percent maximum increase limitation. The preliminary estimate indicates that existing overall property assessments may increase 4.7 percent due to market value increases. Based on this information, the City's regular levy is estimated to be \$6,467,937. As a result, the levy rate will decrease \$0.0347 to \$1.1398 per \$1,000 of assessed property value.

Sales tax receipts for 2017 are exceeding projections, overall, retail sales tax has recently shown improvement. 2018 sales tax receipts are projected to increase \$914,649 compared to the original 2017 projection. The increase is related to adjustments to the historical trend analysis rather than a significant increase to the overall sale activity.

Current consumer spending is experiencing growth, but at a slow rate. Unsurprisingly, construction activity has been decreasing. Generally, construction activity is not considered sustainable due to the potential large fluctuations that may be experienced from year to year.

The 2018 Budget anticipates an increase in overall sales tax receipts to \$10,669,393, which is a 9.4 percent increase compared to the 2017 Budget. Retail sales receipts will be fully distributed to the Current Expense as a result of the early retirement of the City Hall general obligation bonds at the end of 2016. The Criminal Justice Fund is projected to receive \$775,000 in sales tax revenue that is collected from a special countywide levy and distributed by the County on a per capita basis.

Sales tax receipts, a volatile revenue source, will be monitored very closely in case current economic conditions change for the worse and retail sales volumes begin to decline. The General Fund portion of this revenue source accounts for

a significant 22.6 percent of the proposed 2018 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 76th.

The City's utility tax continues to be a 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 2018 will be \$7.19 million.

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 was 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. 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 proposed budget maintains the additional 6.04 percent water utility tax. This utility tax funds

fire protection expenses, which are General Fund responsibilities that are incurred by the water utility. The total water utility tax is 12.04 percent. This additional utility tax is expected to increase \$57,327 due to growth and scheduled water rate increases.

“Other taxes” total \$2,869,737 or 6.1 percent of General Fund revenues. It is anticipated that Business and Occupation tax revenue will increase compared to the 2017 Budget and total \$2,240,887 in 2018. Admissions taxes projections are \$35,000 lower at \$250,000. Total gambling tax revenues are projected to decrease to \$378,100 in 2018.

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>Single Family Permits Issued</u>	
2017 YTD	127
2016	334
2015	307
2014	314
2013	213
2012	287
2011	219
2010	266
2009	301
2008	345
2007	792
2006	1122
2005	836

	<u>Planning Fees</u>	<u>Variance</u>
2018 Bud.	1,370,000.00	5,000.00
2017 Bud.	1,365,000.00	(699,447.91)
2016	2,064,447.91	131,105.04
2015	1,933,342.87	374,326.36
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, 127 single-family permits have been issued. This is significantly lower than during the same period of 2016. The following table illustrates the ten most recent years’ single family residence building permit issuances:

It is anticipated the lower 2017 permit issuance volume will continue through 2018.

Many of the functions performed by the City are financed or partially reimbursed through service fees and user charges. These fees for service total \$8,237,374 and represent 17.5 percent of the General Fund revenues. The most significant amount, \$5,090,148, 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. 2018 includes the implementation of indirect cost recovery fees for the water funds. During 2018, the water funds will reimburse the General Fund for administrative and overhead costs in the amount of \$458,073. Parks & Recreation program fees are anticipated to increase \$57,285 to \$949,776. The most significant increase is related to aquatics programs.

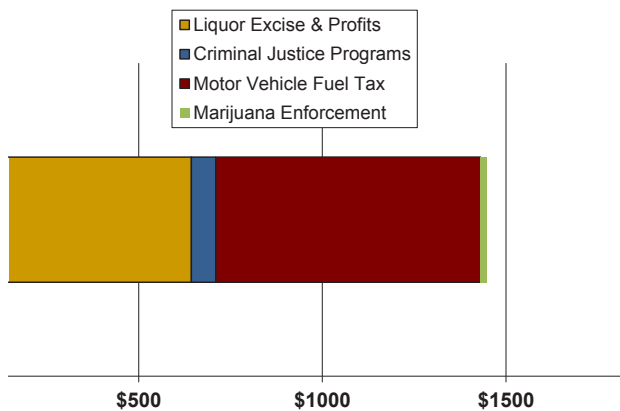
Also incorporated into this category of revenue are charges for administrative services to Animal Services and Metro Drug Unit, the North Thurston

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 \$1,447,851 in fiscal year 2018.

Fuel tax state-shared revenues have gradually increased, but are still below historical amounts received prior to the elimination of the Motor Vehicle tax with passage of Initiative 695 in 1999. State-shared revenues, total \$38.06 per capita.

**2018 State Shared Revenue
\$1,447,851**



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 \$12,737,578 in 2018, which represents 27 percent of all expenses within this \$47.2 million fund.

The corresponding chart on this page illustrates the cost of our public safety services in relation to the

City’s regular property tax levy and other revenues associated with these services (e.g. court fines). As demonstrated by this chart, revenue from property taxes falls \$6,269,728 short of meeting public safety costs.

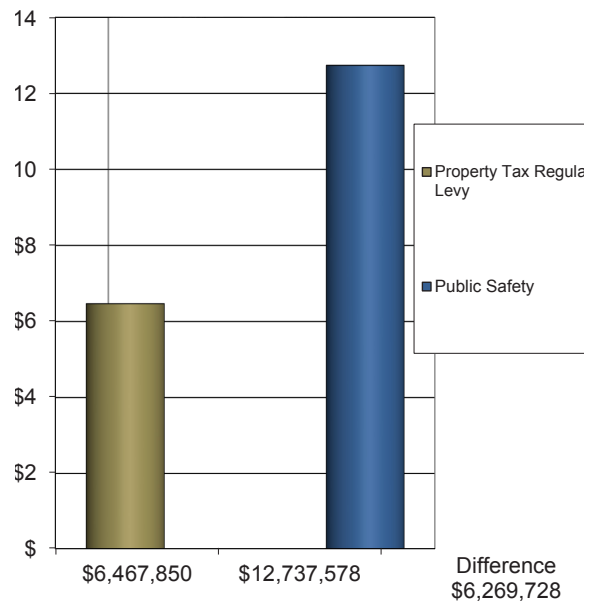
It is always interesting to note that although property taxes are likely the single most frustrating to citizens, the total property taxes collections cannot fund the most basic purpose for which the City was incorporated (i.e., public safety).

Police Services

The proposed police budget totals \$10,616,393, an increase of \$273,651 over the amended 2017 budget. The 2018 Budget includes an additional police officer position. This position will enhance the graveyard shift patrols. The Police Department budget alone represents 22.5 percent of the General Fund budget.

The police department’s outreach effort to businesses, youth, seniors, ethnic, and citizen groups is noteworthy and has produced positive benefits for the City and the community. The department’s partnership with the Nisqually Indian Tribe and Lewis County for prisoner support services has

**Public Safety Compared to
Entire Regular Property Tax Levy**



also served the community well. Lacey allocates \$912,904 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. To ensure these programs are a success, a recreation coordinator position will be added to the 2018 Budget.

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.

The Regional Athletic Complex (RAC) continues to be a premier destination for outdoor sporting events. The RAC offers synthetic fields and advanced lighting for all-year use. The RAC also serves as a community park that offers a play area and walking trails.

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 \$237,000 with additional revenue coming from the City's regular property tax levy. The 2018 Community Buildings Fund budget totals \$562,614.

Registration and service fees, for the myriad of recreation programs Lacey Parks offers, are estimated at \$949,776, or about 34.2 percent of the \$2,774,299 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 the July 3rd Fireworks and Concert, Music in the Park, the Cinema series, Ethnic Celebration, 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.

Administrative Services – City Council, City Manager, and Administrative Services

Key components of the City’s administrative support services include City Council, City Manager, and a newly reorganized department, Administrative Services, which includes Public Affairs, Human Resources, and City Clerk functions. The City Clerk functions were previously managed within the City Manager budget. Proposed 2018 expenditures will be \$2,857,073, an increase of \$57,727 over the amended 2017 budget.

Health, Library and Human Services

Many of the services provided Lacey residents for public health, social services, youth initiatives,



library services, cultural and community enrichment programs are performed by contract through other agencies and volunteer groups. Each is important to the quality of life and well-being of our citizens.

The City owns and maintains the Lacey Timberland Library building located next to City Hall. Maintaining the building and grounds will cost \$93,675 in 2018. 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 2018 budget assumes that the City’s contribution will be \$52,036. The City is proud to be able to maintain its human services contributions.

Community and Economic Development

The department of Community and Economic 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 Woodland and Depot Districts.

The number of residential housing permit applications as of the end of September totaled 127 compared to 268 this time last year and 239 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 2017 pace through 2018. Revenues projections relating to building permits include development proposals review, permits, and building fees.

The proposed Community Development Department budget totals \$2,398,666, a 5.3 percent decrease compared to the amended 2017 budget. The decrease is mainly attributed to the one-time expenditures \$127,600 relating to the Pedestrian and Bicycle Plan that is being developed during 2017. Also, an Associate Planner was hired in the place of the Planning Manager position that was authorized in the 2017 Budget, so a savings was realized.

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 \$5,090,148 or 10.8 percent of General Fund revenues. Proposed expenditures will be \$11,946,336, or 25.3 percent of all General Fund activity.

The Engineering Division work program for 2018 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, College Street improvements, Hogum Bay Road improvements, Marvin Road safety improvements, and the return of the overlay rehabilitation program. The demands of development review necessitates an additional Engineering Technician III, which is included in the 2018 Budget. A detailed listing of projects is provided in the summary pages entitled Arterial Street Fund, Water, Wastewater, and Stormwater Utility Funds. The proposed Engineering Division services budget is \$3,236,358, an increase of \$355,566 or 12.3 percent.

The Water Resource Division of Public Works faces a full schedule of responsibilities and projects for 2018. 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 National Pollutant Discharge Elimination System (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 \$1,646,138. This is a \$139,981 increase.

The Facilities Management Division will have a budget of \$577,431, an increase of \$14,819 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 proposed Parks Maintenance operating budget totals \$2,869,513, an increase of \$79,493.

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 proposed 2018 City Street fund budget totals \$3,509,707, a decrease of \$24,475. The decrease is a result of a 2016 carryover budget amendment for the LED lighting replacement program not being included in the 2018 Proposed Budget. 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.

The proposed operating budget for the RAC is \$1,147,276. Field use, sponsorship, concession contracts, and rental fees of \$450,500 need to be supplemented by contributions from Lacey's Lodging Tax fund \$165,500, \$331,276 from the City, and \$200,000 from Public Facilities District (PFD) revenues. This proposed operating budget provides for a full-time manager to promote and schedule the facility, two maintenance personnel, a new 2018 parks maintenance/coordinator position, 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 proposed operating capital is located at the end of this summary section of the budget document.

The 2018 Capital Equipment Fund budget totals \$2,223,613. 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 City was able to establish reserves for the funding of the annual street overlay and rehabilitation program through 2016. The 2016 program was limited to the portion of the 2015 program that was being delayed to align it with utility projects. Due to the overwhelming support of Lacey's voters, a dedicated 0.2 percent sales tax will fund the return of the highly successful street overlay and rehabilitation program during 2018 in the new Transportation Improvement Fund.

Equipment and facility replacement remains flat due to limited growth to revenues and increases in operation and maintenance expenditures.

Building Improvement Fund

The Building Improvement Fund was created to provide for the source and use of funds to account for the acquisition of property and construction of City owned facilities.

The funding resources for these projects come from General Fund reserves. The Building Improvement Fund budget for 2018 totals \$523,032 and includes the following projects:

Roof Anchors/Fall Protection Maintenance Shop	\$ 10,532
City Hall Office Remodel (Community and Economic Dev.)	25,000
Replace Transportation Department Building (Street Fund Share)	375,000
Permanent Generator Load Bank (City Hall)	100,000

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 Maintenance Fund to assist with the ongoing cost of maintaining these facilities. The

2018 budget provides \$750,507 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 2018 Arterial Street Fund totals \$9,257,604, which is \$1,474,499 less than last year's budget. Several significant projects have been under construction during 2017 and will continue in 2018. These include College Street corridor improvements, Hawks Prairie area corridor improvements, and completion of the Citywide Pedestrian Crossings. General Fund contributions for the annual street overlay and rehabilitation program was suspended in 2013 due to shortfalls in revenue collections and the cost of labor rising faster than the rate of inflation. The City was able to establish reserves for the funding of the annual street overlay and rehabilitation program through 2016. The 2016 program was limited to the portion of the 2015 program that was being delayed to align it with utility projects. The 2018 return of the street overlay and rehabilitation program will be accounted for in a separate special revenue fund, the Transportation Improvement Fund.

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 2018, the City will allocate the following resources to match grants and construct several transportation improvements: \$1,850,000 Real Estate Excise Tax and \$337,004 State Fuel Tax. Approximately \$538,256 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 2017 and will require the following resources during the 2018 budget year:

LED Street Lighting Replacement	\$ 200,000
Mullen Road – Thurston County	10,000
Ruddell Road Sidewalk/Retaining Walls	36,000
Citywide Pedestrian Crossings	118,368
Carpenter Road Widening	7,500
Marvin Road Exit 111	50,000
College St. & 22nd Ave Roundabout	3,720,000
Hogum Bay Road Improvements	4,115,396
Marvin Road Exit 109	30,000
College Street NE Extension	30,000
Hawks Prairie Road/Marvin Road Roundabout Design	147,728
Lebanon Street Extension	490,612
Campus Glenn and Willamette Drive Roundabout	20,000
Sleater Kinney and Pacific Signal Pole Replacement	102,000
Miscellaneous 2018 Minor Projects	180,000
Total	\$ 9,257,604

Transportation Improvement Fund

The new Transportation Improvement Fund is established to account for the voter-approved Transportation Improvement Benefit District 0.2 percent sales tax. This dedicated sales tax fund the pavement preservation program and sidewalk

repairs and improvements. After a one-year suspension, the street overlay program returns in 2018. The \$1.8 million overlay program will consist neighborhoods located near the College Street corridor.



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 proposed for 2018:

Lacey Museum Operations	\$ 48,500
Lacey Chamber of Commerce – Visitor Services & Community Profile	37,000
Lacey Days	20,000
Washington Center for the Performing Arts	20,000
Visitor and Convention Bureau – Events Guide and Visitor Services	80,000
Fun Fair	9,500
Jazz Festival	40,000
S.T.E.M. Fair	3,000
Senior Games	15,000
Mushroom Festival – Hawks Prairie Rotary	20,000
Southsound Barbeque Festival	20,000
Huntamer Park Concerts and Events	7,500
Ethnic Celebration	5,000
St. Martin’s University Dragon Boat Festival	6,000
Olympic Flight Museum	3,000
Capital Lake Fair	6,000
July 3rd Fireworks and Concert	7,500
Regional Athletic Complex 3-On-3 Basketball Tournament	5,500
Regional Sports & Events Complex (Marketing & Promotion)	160,000
Total	<u>\$ 513,500</u>

In 2001, the Lodging Tax Advisory Committee concluded that sport tournament play had a direct and beneficial impact to the community. In keeping with this determination, the Committee agreed that a substantial contribution to the Regional Athletic Complex (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 \$475,000 with \$38,500 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 continue to increase lodging revenues in 2018.

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 \$1,288,997. Of that amount, \$560,900 will be used to pay the interest and principal due on the \$8.0 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 the replacement of two synthetic turf infields at the Regional Athletic Complex.



Water Utility Fund

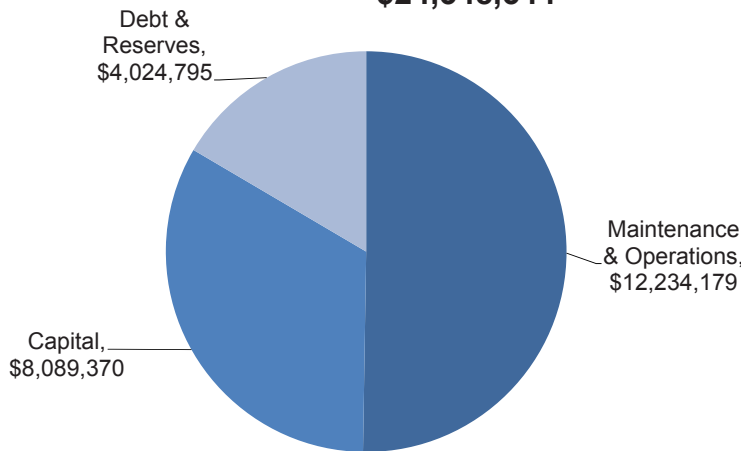
The City’s Water Utility is consistently growing. With over 25,000 water accounts, the City’s Water Utility serves approximately 61,000 customers. As an enterprise fund, the Water Utility must be self-supporting through the collection of fees for service and system connection charges.

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 2018 Maintenance and Operations budget totals \$12,234,179, an \$827,328 or 7.3 percent increase

**2018 Water Utility Budget
\$24,348,344**



Each year, through the budget process, improvements to the system’s service delivery capacity are initiated. In spite of the challenges acquiring additional water rights and financing essential capital improvements, Lacey continues to take aggressive steps to ensure its water system is in peak condition to guarantee the consistent delivery of high quality water to our customers.

Completed in 2008, the Hawks Prairie water treatment plant next to the well and reservoir on Marvin Road required an interfund loan from the Wastewater Construction Fund in the amount of \$10.0 million. During 2016, the outstanding interfund loan was paid off in full.



over the 2017 amended budget.

The proposed increases to the 2018 budget include the implementation of the indirect cost recovery plan (\$458,073), excise taxes levied against the water rate revenues (\$197,819), the anticipated Olympia emergency water use agreement (\$102,710), and the addition of a Journey Level Technician to meet the growing demands of utility locates. The 2013-2017 water rate study expires before the 2020 planned completion of the next water comprehensive plan and rate study. The 2018 Budget includes a 3.0 percent inflationary increase to maintain the City’s philosophy keep rates consistent and predictable.

Also, the inflationary rate increase will keep future rates lower and less the potential for debt financed capital projects. Because of this increase, a customer using 900 cubic feet of water will pay approximately \$0.95 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 2018, and complete waterline modifications in various service areas.

The capital budget for 2018 totals \$8,089,370 and includes the following projects:

College & 22nd Avenue Roundabout – Watermain Improvements	\$ 300,000
Water Rights Mitigation	197,000
Smith Farm Construction & On-Going Farm Management	524,000
Well Source 15 and 16 Replacement (Beachcrest)	270,000
SW 337 Pressure Zone Study	144,000
Hoh Street Transmission	20,000
Hawks Prairie Wellfield	150,000
Reclaimed Water Comprehensive Plan	220,000
Capitol City Golf Course Fireflow	380,000
Horizon Pointe/66th Avenue Water	80,000
Overflow for Union Mills Reservoir	353,000
2016 Waterline Replacement (Shady Lane)	235,000
400 Storage Study	16,000
Union Mills Reservoir Seismic Upgrade	1,400,000
2017 Critical Valves	100,000
Discoloration Water Study	35,000
2017 Well Review/Analysis	36,000
2017 Watermain Replacement, Project 2	500,000
Water Comprehensive Plan Update	400,000
337 Zone Reservoir	200,000
Union Mills Road Water Service	25,000
Sleater Kinney Watermain	800,000
Marvin Road Well	700,000
2018 Transportation/Development Projects	450,000
pH Treatment Recommendations	50,000
2018 Revenue Bond Debt Service Obligations	504,370

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 2018 GFC fee for a standard 5/8” connection, a typical single-family home meter size, will increase 6.0 percent to \$6,879. Larger meter connections will increase in proportion to the new cost of a residential meter.

Water System Debt and Reserves

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

\$504,370 is included in the 2018 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. During 2016, the outstanding balance of \$5.9 million was paid off in full.



Wastewater Utility Fund

Lacey’s Wastewater Utility provides service to over 17,954 connections. Lacey is responsible for the utility’s collection system, while the Lacey, Olympia, Tumwater, Thurston County Alliance aka LOTT, provides wastewater treatment services.

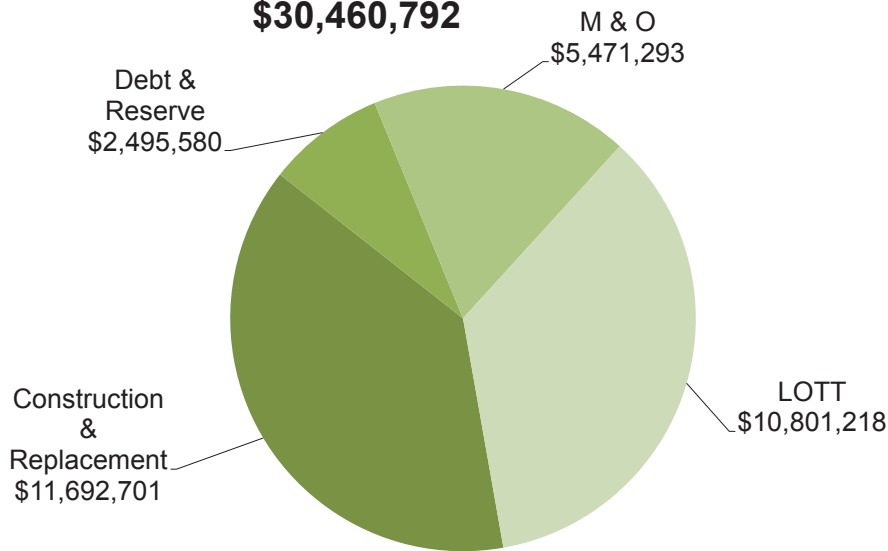
The comprehensive plan financial chapter includes

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

Maintenance and Operations

The proposed 2018 maintenance and operating budget totals \$16,272,511, which is \$774,036 or 5.0 percent more than the 2017 amended budget.

2018 Wastewater Utility Budget \$30,460,792



4.25 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 \$0.83 more per month.

The Wastewater Utility also is

This increase reflects the estimate for new service connections or Equivalent Residential Units (ERUs), the adopted \$0.76 increase in LOTT fees, which the City collects and forwards to them, and increasing transfers to the capital fund.



The user fee collected for LOTT (\$38.64 per month per equivalent residential unit, which includes a 2018 2.0 percent rate increase) is the most significant expenditure

or pass-through payment. The estimated total LOTT fee for 2018 is \$10,801,218 or 66.4 percent of the Wastewater Utility’s operating budget.

The 2018 revenues for Wastewater Utility activities that fund City operations are estimated at \$5,471,293. A rate increase of 4.25 percent is included in this proposed budget. Lacey’s portion of the monthly user charge will increase from \$19.60 to \$20.43 effective January 2018.

Replacement and Capital Construction

Construction of wastewater facilities is funded in the capital budget. The 2018 capital budget totals \$11,692,701.

Construction activity scheduled for 2017 is as follows:

Steilacoom Regional Liftstation	\$ 900,000
Lift Station #2 (LS, Gravity, and FM Replacement)	3,000,000
Lift Station #3 Outfall (Pipe and Manhole)	1,088,000
Shady Lane Sewer	390,000
Hogum Bay Road Improvements	162,000
Mullen Road STEP Main (Ph. 2 Lakepointe Bioxide)	20,000
Liftstation #3 Property (Golf Club and 26th Avenue)	290,000
Liftstation 9 Corrosion Rehab (Ruddell at Rainier Vista Park)	700,000
Liftstation 15 Rehabilitation (Galaxy Drive)	1,427,701
Liftstation 21 Rehabilitation (Pacific Avenue)	1,800,000
Liftstation 22 New Equipment (4401 45th Ave SE)	500,000
Rumac Street STEP (Ph. 1 Lakepointe Bioxide)	400,000
College Street & 22nd Ave Slipline	150,000
Annual Miscellaneous Wastewater Improvements	150,000
Onsite Liftstation Generators	210,000
Capital City Golf Course Septic to Sewer Conversion	500,000
Septic System Conversion Study	5,000

Wastewater Debt and Reserves

Current local improvement district debt for Utility Local Improvement District (ULID) #23, which included a sewer line installation and connections and ULID #24, which included a sewer line installation.

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.



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 2018 totals \$3,465,816. Implementation of NPDES Phase 2 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 6.0 percent increase in stormwater rates for 2018 to stay current with these expenses and future capital improvement program needs. As a result of this increase, a residential customer will pay approximately \$0.61 more per month.

Replacement and Capital Construction

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 2018 budget of \$1,122,210 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 2018 are as follows:



25th Loop SW Improvements	\$ 65,000
Brentwood SW Installations	50,000
Stormwater Comprehensive Plan Update	125,000
2018 Miscellaneous Transportation Stormwater Improvements	100,000
33rd Court SE and Stikes	500,000
2018 Revenue Bond Debt Service Obligations	102,056

Stormwater System Debt and Reserves

An estimated \$102,056 is included in the 2018 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

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 2018 excess levy rate for voter-approved debt is estimated to be \$0.2016 per \$1,000 assessed value based on a \$1,132,226 levy. This includes a \$453,476 excess levy that began in 2002 is for Fire Safety Improvements and will mature in 2021; a \$321,800 excess levy that began in 2003 for the first group of Park Improvements maturing in 2023; and, a \$356,950 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, 2018 Outstanding Balance	Maturity Date
2010 Fire Safety Refunding GO Bond (2002)	3,790,000	1,660,000	Dec. 2021
2012 Parks Improve. Refunding GO Bond (2003)	2,845,000	1,780,000	Dec. 2023
2015 Parks Improve. Refunding GO Bond (2006)	2,995,000	2,695,000	Dec. 2026
Total	9,630,000	6,135,000	

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.

In December 2006, new L.T.G.O. debt of \$3.5 million was issued to assist in the financing of a 25,000 square foot addition to City Hall. Sales tax revenue has allocated in past annual budgets to retiring this debt obligation. Due to strong fiscal management, the City was able to retire this debt early during late 2016. As a result, five years of interest payments were saved and sales tax revenues were reprioritized to meet growing demands within General Fund operations.

Also, \$8.0 million of L.T.G.O. debt was issued in 2007 for the development of phase 2 of the Regional Athletic

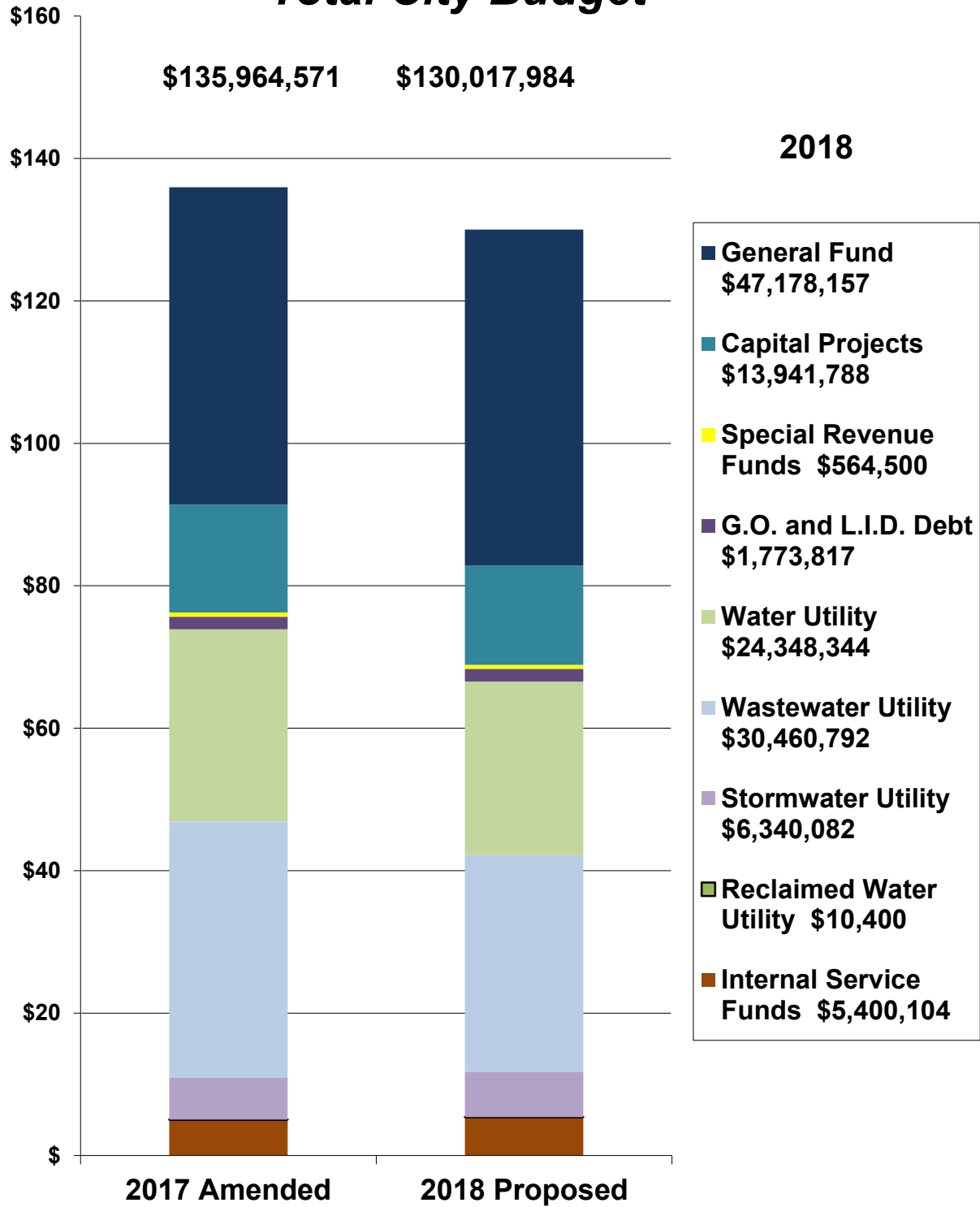
Complex. Public Facility District sales tax provides for the annual debt service for this bond obligation.

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 two active improvement taxing districts in the 2018 budget: ULID #23 – College Street and Martin Way Sewer Improvements and ULID #24 – Tanglewilde East Sewer.

2017 - 2018 Comparison Total City Budget



Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
Revenue Summary by Fund			
Current Expense Fund	38,223,253	37,075,929	38,872,228
Criminal Justice Fund	867,005	792,179	844,719
Community Buildings Fund	526,183	546,285	562,614
Regional Athletic Complex Fund	1,051,843	1,069,765	1,147,276
City Street Fund	3,143,747	3,534,182	3,509,707
Arterial Street Fund	5,429,477	10,732,103	9,257,604
Transportation Improvement Fund	-	1,098,818	2,121,448
Lodging Tax Fund	487,906	473,500	513,500
Community Block Grant Fund	85	200	200
Hicks Lake Management District	-	102,000	51,000
General Obligation Bonds Fund	3,484,733	1,702,776	1,696,126
L.I.D. Debt Fund	566,462	61,328	77,691
Building Improvement Fund	72,585	1,047,359	523,032
Capital Equipment Fund	678,604	1,541,799	2,223,613
Parks & Open Space Fund	517,443	1,066,585	750,507
Regional Athletic Complex Capital Fund	968,650	1,220,160	1,288,997
Water Utility Fund	12,771,038	11,406,851	12,234,179
Wastewater Utility Fund	15,025,430	15,498,475	16,272,511
Stormwater Utility Fund	3,056,377	3,225,307	3,465,816
Reclaimed Water Utility Fund	406	400	400
Water Capital Fund	8,746,839	11,570,445	8,089,370
Wastewater Capital Fund	4,634,333	15,860,439	11,692,701
Stormwater Capital Fund	1,122,882	894,119	1,122,210
Reclaimed Water Capital fund	7,885	5,000	10,000
Water Debt Fund	2,016,455	4,020,892	4,024,795
Wastewater Debt Fund	3,796,338	4,622,803	2,495,580
Stormwater Debt Fund	784,926	1,751,484	1,752,056
Equipment Rental Fund	2,409,635	2,799,290	3,383,773
Information Mgmt. Services Fund	1,698,265	2,244,098	2,016,331
Total Revenues	112,088,785	135,964,571	130,017,984

Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
Expenditure Summary by Fund			
City Council	416,274	399,924	433,449
Contracted Services	2,302,392	2,997,850	2,833,525
City Manager	538,044	749,631	397,340
Public Affairs & Human Resources	1,109,955	1,649,791	2,026,284
Finance	809,790	907,221	1,127,973
Legal Services	591,473	607,742	613,388
Common Facilities	1,385,583	1,634,583	1,635,107
Police	8,011,023	9,550,563	9,771,674
P.W.-Support Services	75,169	80,796	107,189
P.W.-Engineering	2,831,022	2,880,792	3,236,358
P.W.-Parks Maintenance	2,548,814	2,790,020	2,869,513
P.W.-Facilities Maintenance	395,534	562,612	577,431
Planning & Comm Development	2,107,402	2,532,262	2,398,666
P.W.- Water Resources	1,265,463	1,506,157	1,646,138
Parks & Recreation	2,333,838	2,585,638	2,774,299
Other Operating Transfers/Unencumbered	5,426,037	5,640,347	6,423,894
Current Expense Fund	32,147,813	37,075,929	38,890,228
Criminal Justice Fund	1,400,831	792,179	844,719
Community Buildings Fund	463,911	546,285	562,614
Regional Athletic Complex Fund	1,005,894	1,069,765	1,147,276
City Street Fund	3,516,067	3,534,182	3,509,707
Arterial Street Fund	3,237,330	10,732,103	9,257,604
Transportation Improvement Fund	-	1,098,818	2,121,448
Lodging Tax Fund	439,807	473,500	513,500
Community Block Grant Fund	-	200	200
Hick Lake Management District	-	102,000	51,000
General Obligation Bonds Fund	3,510,525	1,702,776	1,696,126
L.I.D. Debt Fund	-	61,328	77,691
Building Improvement Fund	190,504	1,047,359	523,032
Capital Equipment Fund	1,039,872	1,541,799	2,223,613
Parks & Open Space Fund	1,611,445	1,066,585	750,507
Regional Athletic Complex Capital Fund	589,409	1,220,160	1,288,997

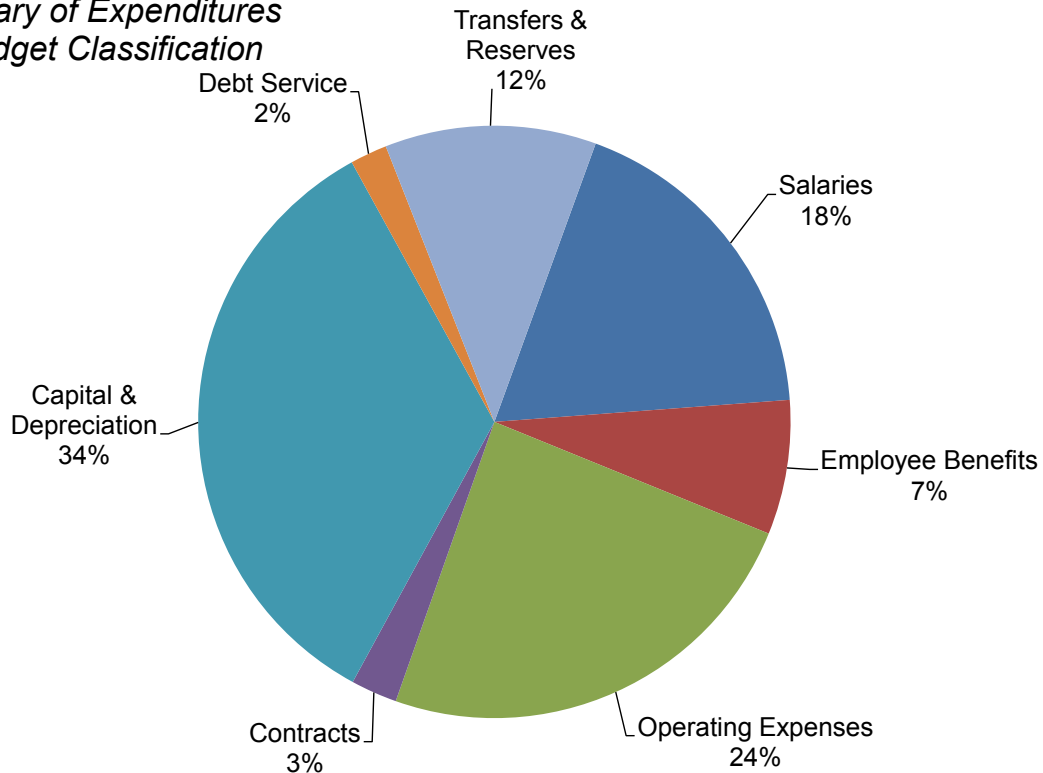
Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
Expenditure Summary by Fund			
Water Utility Fund	10,315,614	11,406,851	12,234,179
Wastewater Utility Fund	14,929,901	15,498,475	16,272,511
Stormwater Utility Fund	2,877,745	3,225,307	3,465,816
Reclaimed Water Utility Fund	30,105	400	400
Water Capital Fund	595,750	11,570,445	8,089,370
Wastewater Capital Fund	42,296	15,860,439	11,692,701
Stormwater Capital Fund	324,685	894,119	1,122,210
Reclaimed Water Capital Fund	-	5,000	10,000
Water Debt Fund	3,716,141	4,020,892	4,024,795
Wastewater Debt Fund	2,114,309	4,622,803	2,495,580
Stormwater Debt Fund	1,804,153	1,751,484	1,752,056
Equipment Rental Fund	1,649,712	2,799,290	3,383,773
Information Mgmt. Services Fund	1,387,933	2,244,098	2,016,331
Total Expenditures	88,941,752	135,964,571	130,017,984

Budget At A Glance 2018 Budget Comparison to 2017 Amended Budget				
	2017 Amended	2018 Adopted	Dollar Difference	Percent Difference
General Fund				
Current Expense Fund:				
City Council	399,924	451,449	51,525	12.88%
Contract Services	2,997,850	2,833,525	(164,325)	-5.48%
City Manager	749,631	397,340	(352,291)	-47.00%
Administrative Services	1,649,791	2,026,284	376,493	22.82%
Finance	907,221	1,127,973	220,752	24.33%
City Attorney	607,742	613,388	5,646	0.93%
Common Facilities	1,634,583	1,635,107	524	0.03%
Police	9,550,563	9,771,674	221,111	2.32%
Public Works - Support Services	80,796	107,189	26,393	32.67%
Public Works -Engineering	2,880,792	3,236,358	355,566	12.34%
Public Works - Parks Maintenance	2,790,020	2,869,513	79,493	2.85%
Public Works - Facilities Maintenance	562,612	577,431	14,819	2.63%
Community and Economic Development	2,532,262	2,398,666	(133,596)	-5.28%
Public Works - Water Resources	1,506,157	1,646,138	139,981	9.29%
Parks & Recreation	2,585,638	2,774,299	188,661	7.30%
Sub-total Without Transfer	31,435,582	32,466,334	1,030,752	3.28%
Operating Tranfers - Transfer Out	5,640,347	6,423,894	783,547	13.89%
Total Current Expense Fund	37,075,929	38,890,228	1,814,299	4.89%
Criminal Justice Fund:				
Criminal Justice - Police	792,179	844,719	52,540	6.63%
Community Buildings Fund:				
Community Buildings	546,285	562,614	16,329	2.99%
Regional Athletic Complex Fund				
Regional Athletic Complex	1,069,765	1,147,276	77,511	7.25%
City Street Fund:				
Public Works - Street Maintenance	3,534,182	3,509,707	(24,475)	-0.69%
Capital Equipment Fund:				
Capital Equipment/Projects	1,541,799	2,223,613	681,814	44.22%
Total General Fund	44,560,139	47,178,157	2,618,018	5.88%
Capital Projects & Special Funds				
Arterial Street Fund	10,732,103	9,257,604	(1,474,499)	-13.74%
Transportation Improvement	1,098,818	2,121,448	1,022,630	93.07%
Lodging Tax Fund	473,500	513,500	40,000	8.45%
Community Block Grant Fund	200	200	-	0.00%
Hicks Lake Management District	102,000	51,000	(51,000)	-50.00%
Building Improvement Fund	1,047,359	523,032	(524,327)	-50.06%
Parks & Open Space/R.A.C. Fund	1,066,585	750,507	(316,078)	-29.63%
Regional Athletic Complex - Capital	1,220,160	1,288,997	68,837	5.64%
Total Capital Projects & Special Funds	15,740,725	14,506,288	(1,234,437)	-7.84%
General Obligation Debt Funds				
General Obligation - Tax Supported	1,702,776	1,696,126	(6,650)	-0.39%
Local Improvement District Debt	61,328	77,691	16,363	26.68%
Total G.O. and L.I.D. Debt	1,764,104	1,773,817	9,713	0.55%

Budget At A Glance 2018 Budget Comparison to 2017 Amended Budget				
	2017 Amended	2018 Adopted	Dollar Difference	Percent Difference
Enterprise Funds				
Water Utility:				
Maintenance & Operations	11,406,851	12,234,179	827,328	7.25%
Capital Projects & Reserves	11,570,445	8,089,370	(3,481,075)	-30.09%
Debt & Debt Reserves	4,020,892	4,024,795	3,903	0.10%
Total Water Utility	26,998,188	24,348,344	(2,649,844)	-9.81%
Wastewater Utility:				
Maintenance & Operations	15,498,475	16,272,511	774,036	4.99%
Capital Projects & Reserves	15,860,439	11,692,701	(4,167,738)	-26.28%
Debt & Debt Reserves	4,622,803	2,495,580	(2,127,223)	-46.02%
Total Wastewater Utility	35,981,717	30,460,792	(5,520,925)	-15.34%
Stormwater Utility:				
Maintenance & Operations	3,225,307	3,465,816	240,509	7.46%
Capital Projects & Reserves	894,119	1,122,210	228,091	25.51%
Debt & Debt Reserves	1,751,484	1,752,056	572	0.03%
Total Stormwater Utility	5,870,910	6,340,082	469,172	7.99%
Reclaimed Water Utility:				
Maintenance & Operations	400	400	-	0.00%
Capital Projects & Reserves	5,000	10,000	5,000	100.00%
Total Reclaimed Water Utility	5,400	10,400	5,000	92.59%
Total Enterprise Funds	68,856,215	61,159,618	(7,696,597)	-11.18%
Internal Service Funds				
Equipment Rental Fund	2,799,290	3,383,773	584,483	20.88%
Information Services Fund	2,244,098	2,016,331	(227,767)	-10.15%
Total Internal Service Funds	5,043,388	5,400,104	356,716	7.07%
Total All Funds	135,964,571	130,017,984	(5,946,587)	-4.37%

2018 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	18,460,731	-	-	4,199,571	1,074,940	23,735,242
Employee Benefits	7,016,054	-	-	2,036,624	489,054	9,541,732
Operating Supplies	1,267,666	-	-	1,017,278	794,932	3,079,876
Professional Services	2,080,820	59,000	-	3,248,228	21,750	5,409,798
Communications	280,678	-	-	172,283	28,620	481,581
Training/Travel	272,481	-	-	66,026	35,241	373,748
Advertising	43,700	-	-	-	-	43,700
Rentals/Internal Service Charges	2,956,946	-	-	1,737,518	10,952	4,705,416
Insurance	379,616	-	-	133,517	38,311	551,444
Utilities	1,527,534	-	-	11,708,527	16,001	13,252,062
Repairs & Maintenance	141,090	-	-	495,351	63,624	700,065
Other Miscellaneous	1,115,302	-	-	1,543,916	284,595	2,943,813
Contractual Services	2,990,532	299,500	-	-	-	3,290,032
Capital Equipment & Projects	2,047,752	12,012,344	-	20,578,158	1,317,104	35,955,358
Debt Service	173,361	-	1,696,126	748,586	-	2,618,073
Depreciation	-	-	-	7,500,000	828,747	8,328,747
Operating Transfers Out	6,028,119	1,725,407	-	5,780,061	-	13,533,587
Estimated Ending Fund Balance	395,775	410,037	77,691	193,974	396,233	1,473,710
Total Budget	47,178,157	14,506,288	1,773,817	61,159,618	5,400,104	130,017,984

2018
Summary of Expenditures
by Budget Classification



FTE'S By Department	Actual 2013	Actual 2014	Actual 2015	Actual 2016	Actual 2017	Proposed 2018
FTE SUMMARY BY CLASSIFICATION - GENERAL GOVERNMENT						
GENERAL GOVERNMENT						
CITY MANAGER DEPARTMENT						
City Manager	1.00	1.00	1.00	1.00	1.00	1.00
Executive Assistant	-	-	-	-	-	1.00
Department Assistant III	0.50	0.50	0.50	0.50	0.50	0.67
Assistant to the City Manager	-	-	-	-	1.00	1.00
Public Records Assistant DAII (LTE)	-	-	-	-	1.00	-
Total Department	1.50	1.50	1.50	1.50	3.50	3.67
ADMINISTRATIVE SERVICES						
Director-Administrative Services	1.00	1.00	1.00	1.00	1.00	1.00
Human Resources Manager	-	-	-	-	-	1.00
Public Affairs Manager	-	-	-	-	-	1.00
Senior Management Analyst	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 Resource Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Human Resources Analyst	2.00	2.00	2.00	2.00	2.00	2.00
Management Analyst	1.00	1.00	1.00	1.00	1.00	-
Department Assistant III	1.50	1.50	1.50	1.50	1.50	1.33
Digital Media Production Specialist (LTE)	-	-	-	-	1.00	1.00
Human Resources Specialist (LTE)	-	-	-	-	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
Total Department	10.50	10.50	10.50	10.50	12.50	12.33
FINANCE DEPARTMENT						
Director-Finance	1.00	1.00	1.00	1.00	1.00	1.00
Accounting Manager	1.00	1.00	1.00	1.00	1.00	1.00
Senior Accountant	1.00	1.00	1.00	1.00	1.00	1.00
Accountant II	-	-	-	-	1.00	1.00
Accountant	1.00	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	2.00	2.00
Department Assistant III	3.00	3.00	3.00	3.00	3.00	3.00
Department Assistant II	1.00	1.00	1.00	1.00	-	-
Total Department	10.00	10.00	10.00	10.00	11.00	11.00
INFORMATION SERVICES						
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	-	-
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	8.00	8.00
COMMUNITY AND ECON DEVELOPMENT						
Director-Community and Econ Develop	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
Senior Building Code Specialist	-	-	-	-	-	1.00
Senior Planner	-	-	-	-	-	2.00

FTE'S By Department	Actual 2013	Actual 2014	Actual 2015	Actual 2016	Actual 2017	Proposed 2018
FTE SUMMARY BY CLASSIFICATION - GENERAL GOVERNMENT CONT.						
COMMUNITY AND ECON DEVELOP-CONT						
Building Code Compliance Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Building/Fire Code Specialist II	1.00	1.00	1.00	1.00	1.00	1.00
Building Code Specialist II(1 Storm LTE)	2.00	2.00	2.00	2.00	2.00	3.00
Building Code Specialist I	1.00	1.00	1.00	1.00	2.00	-
Electrical Inspector	1.00	1.00	1.00	1.00	1.00	1.00
Principal Planner	1.00	-	-	-	-	-
Planning Manager	-	1.00	1.00	1.00	2.00	1.00
Assistant Planner (LTE)	-	-	-	-	-	1.00
Economic Development Coordinator	-	1.00	1.00	1.00	1.00	1.00
Associate Planner	3.00	3.00	3.00	3.00	3.00	1.00
Land Management Database Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Department Assistant III	2.00	2.00	2.00	2.00	2.00	2.00
Total Department	15.00	16.00	16.00	16.00	18.00	18.00
PARKS & RECREATION						
Director-Parks & Recreation	1.00	1.00	1.00	1.00	1.00	1.00
RAC Manager	1.00	1.00	1.00	1.00	1.00	1.00
Recreation Supervisor II	4.00	4.00	4.00	4.00	4.00	5.00
Recreation Supervisor I	1.00	-	-	-	-	-
Recreation Coordinator	3.00	4.00	4.00	4.00	4.00	4.00
Recreation Assistant	1.00	1.00	1.00	1.00	1.00	1.00
Department Assistant III	3.00	3.00	3.00	3.00	3.00	2.00
Department Assistant II	-	-	-	-	-	1.00
Park Maint.\Coordinator	-	-	-	-	-	1.00
Museum Curator	1.00	1.00	1.00	1.00	1.00	1.00
Total Department	15.00	15.00	15.00	15.00	15.00	17.00
POLICE DEPARTMENT						
Chief	1.00	1.00	1.00	1.00	1.00	1.00
Deputy Chief	-	-	-	-	-	-
Commander	3.00	3.00	3.00	3.00	3.00	3.00
Lieutenant	1.00	-	-	-	-	-
Sergeant	7.00	8.00	8.00	8.00	8.00	8.00
Police Officer/Detective	5.00	5.00	5.00	5.00	5.00	5.00
Police Officer	36.00	36.00	36.00	36.00	36.00	37.00
Customer Services Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
Management Analyst	1.00	1.00	1.00	1.00	1.00	1.00
Police Services Specialist	1.00	1.00	-	-	-	-
Evidence/Property Tech	1.00	1.00	1.00	1.00	1.00	1.00
Department Assistant III	5.00	5.00	4.00	4.00	4.00	4.00
Community Service Officer	2.64	2.64	4.00	4.00	4.00	4.00
Total Department	64.64	64.64	64.00	64.00	64.00	65.00
PUBLIC WORKS DEPARTMENT ENGINEERING DIVISION ADMINISTRATION						
Director-Public Works	1.00	1.00	1.00	1.00	1.00	1.00
Department Assistant III	1.00	1.00	1.00	1.00	1.00	1.00
Department Assistant II	-	-	-	-	-	1.00
Management Analyst	1.00	1.00	1.00	1.00	1.00	1.00
Total Department	3.00	3.00	3.00	3.00	3.00	4.00

FTE'S By Department	Actual 2013	Actual 2014	Actual 2015	Actual 2016	Actual 2017	Proposed 2018
<u>FTE SUMMARY BY CLASSIFICATION - GENERAL GOVERNMENT CONT.</u>						
PUBLIC WORKS DEPARTMENT CONT. ENGINEERING						
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 Mgr	1.00	1.00	1.00	1.00	1.00	1.00
Senior Survey Technician	-	-	-	-	1.00	1.00
Civil Engineer	2.00	2.00	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	14.00	14.00	14.00	14.00	13.00	14.00
Total Department	22.00	22.00	22.00	22.00	22.00	23.00
WATER RESOURCES						
Water Resources 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	2.00	2.00
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	4.00	5.00	5.00	5.00	5.00	5.00
Total Department	10.00	11.00	11.00	11.00	12.00	12.00
Total Engineering Division	35.00	36.00	36.00	36.00	37.00	39.00
OPERATIONS DIVISION ADMINISTRATION						
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	1.00
Total Department	3.00	3.00	3.00	3.00	3.00	2.00
EQUIPMENT RENTAL						
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
PARKS MAINTENANCE						
Parks Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
Senior Maintenance Technician (1 RAC)	3.00	3.00	3.00	3.00	3.00	3.00
Maint Tech Journey Level (1 RAC)	11.00	11.00	11.00	11.00	12.00	12.00
Horticulture Technician	1.00	1.00	1.00	1.00	1.00	1.00
Maintenance Assistant (RAC)	-	-	1.00	1.00	1.00	1.00
Maintenance Attendant	0.50	0.50	-	-	-	-
Total Department	16.50	16.50	17.00	17.00	18.00	18.00
FACILITIES MAINTENANCE						
Senior Facilities Maintenance Technician	1.00	1.00	1.00	1.00	1.00	1.00
Maintenance Technician Journey Level	-	-	-	-	1.00	1.00
Total Department		1.00	1.00	1.00	1.00	2.00

FTE'S By Department	Actual 2013	Actual 2014	Actual 2015	Actual 2016	Actual 2017	Proposed 2018
<u>FTE SUMMARY BY CLASSIFICATION GENERAL GOVERNMENT CONT.</u>						
PUBLIC WORKS DEPARTMENT CONT.						
CITY STREETS						
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						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	12.50
Total Operations Division	35.00	35.00	35.50	35.50	37.50	37.50
Total PW Dept (General Governmental)	70.00	71.00	71.50	71.50	74.50	76.50
Total General Government	195.64	197.64	197.50	197.50	206.50	211.50
ENTERPRISE FUNDS						
CUSTOMER SERVICE-FINANCE						
WATER DIVISION						
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
WASTEWATER DIVISION						
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
PUBLIC WORKS OPERATIONS						
WATER DIVISION						
Department Assistant III	0.50	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	1.00	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 Spec Plant Op	3.00	3.00	3.00	3.00	3.00	3.00
Maintenance Technician Journey Level	11.00	11.00	11.00	11.00	11.00	12.00
Water Treatment Plant Operator	2.00	2.00	2.00	2.00	2.00	2.00
Total Department	20.00	20.00	20.00	20.00	20.00	21.00
WASTEWATER DIVISION						
Department Assistant III	0.50	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	1.00	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	2.00	2.00	2.00	2.00	2.00	2.00
Maintenance Technician Journey Level	10.00	10.00	10.00	10.00	11.00	11.00
Total Department	15.00	15.00	15.00	15.00	16.00	16.00

FTE'S By Department	Actual 2013	Actual 2014	Actual 2015	Actual 2016	Actual 2017	Proposed 2018
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FTE SUMMARY BY CLASSIFICATION - ENTERPRISE FUNDS CONT.

PUBLIC WORKS OPERATIONS CONT.						
STORMWATER DIVISION						
Elec/Streets/Stormwater Maint. Super	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	2.00	2.00	2.00
Total Department	6.50	6.50	6.50	7.50	7.50	7.50
Total Operations	41.50	41.50	41.50	42.50	43.50	44.50
TOTAL ENTERPRISE FUNDS	45.50	45.50	45.50	46.50	47.50	48.50
TOTAL CITY FTE'S	241.14	243.14	243.00	244.00	254.00	260.00

2018 Capital Budget		Adopted Budget
Department/Description		
City Manager/Administrative Services		
Enterprise Content Management System		250,000
Police		
Rifle Replacements		58,380
SWAT Equipment		6,000
Vehicle Replacement - Pickup		35,000
Common Facilities - City Hall		
Office Remodel (Community and Economic Development)		25,000
Install Permanent Generator Load Bank at City Hall		100,000
PW - Administration		
Vehicle for New Engineering Technician III (Dev. Review)		36,000
Computer for New Engineering Technician III (Dev. Review)		3,430
PW - Parks Maintenance		
Vehicle for Journey Level Maintenance Technician		32,035
Proportionate Share of Entry Gate Replacement		2,600
PW - Facilities Maintenance		
3/4 Ton Pickup for new Journey Level Facilities Position		42,059
Fall Protection Maintenance Shop (Roof Anchors)		10,532
Community and Economic Development		
Office Furniture		30,000
Strategic Economic Development Investment - MarkerSpace		200,000
Port of Olympia - Lacey Property		210,000
Woodland District Infrastructure		500,000
Parks & Recreation		
Picnic Table Replacement (Rainier Vista)		10,000
Computer for New Recreation Coordinator		1,926
Replace Kid's Fishing Dock at Long's Pond		30,000
PW - Streets		
LED Flagger Station/Work Zone Lighting System		7,300
Proportionate Share of Entry Gate Replacement		1,690
Replace Transportation Building		375,000

2018 Capital Budget	
Department/Description	Adopted Budget
Regional Athletic Complex (RAC)	
Truepitch Mounds (4)	18,400
Synthetic Infield Replacement (Fields #1 and #2)	297,360
Frontage Reader Board Landscaping and Irrigation	7,000
PW - Water M&O	
Proportionate Share of Entry Gate Replacement	4,160
Automatic Gate for Hawks Prairie Water Treatment Facility	20,000
Cordless Valve Exerciser	5,000
Ground Penetrating Radar (GPR) Unit	13,000
Leak Detection Listening Equipment	6,900
Madrona Well Field & Chlorine Gener. Fac. Fencing & Gates	68,000
Electric Pallet Jack	3,600
Tank Entry System (Hawks Prairie Water Treatment Plant)	10,900
VacCon Replacement	117,527
PW - Wastewater M&O	
Proportionate Share of Entry Gate Replacement	3,640
Crimping Tool	3,600
Stud Welder Machine and Accessories	4,500
Tig Welder	3,700
PW - Stormwater M&O	
Proportionate Share of Entry Gate Replacement	910
Replace Transportation Building	125,000

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Current Expense Fund - Revenues</i>				
Revenues				
001-0000-308.00-00	Estimated Beginning Cash	-	1,947,768	1,535,128
001-0000-311.10-00	Property Taxes-Current	5,602,845	5,737,839	6,051,236
001-0000-311.15-00	Property Taxes-Delinquent	41,331	150,000	100,000
001-0000-313.10-00	Sales Taxes	10,125,455	9,029,744	9,894,393
001-0000-316.10-00	Business & Occupation Tax	2,152,453	2,222,242	2,240,887
001-0000-316.20-00	Admissions Tax	299,518	285,000	250,000
001-0000-316.41-00	Utility Tax/Electric	2,201,422	2,325,657	2,207,586
001-0000-316.42-00	Utility Tax/Water-Private	6,759	4,387	4,192
001-0000-316.43-00	Utility Tax/Gas	636,884	650,327	783,940
001-0000-316.45-00	Utility Tax/Solid Waste	384,533	361,348	356,159
001-0000-316.47-01	Utility Tax/Telephone	1,116,962	1,071,423	1,076,975
001-0000-316.52-00	Utility Tax/Olympia City	2,360	1,785	1,677
001-0000-316.70-00	Utility Tax/Lacey Utility	-	1,860,459	1,955,148
001-0000-316.72-00	Water Utility Tax	789,707	-	-
001-0000-316.72-10	Fire Suppression Util Tax	770,941	746,192	803,519
001-0000-316.74-00	Wastewater Utility Tax	905,768	-	-
001-0000-316.78-00	Stormwater Utility Tax	180,403	-	-
001-0000-317.20-00	Leasehold Excise Taxes	341	500	500
001-0000-317.51-00	Punch Board & Pull Tabs	54,367	50,000	50,000
001-0000-317.53-00	Amusement Games	401	100	100
001-0000-317.54-00	Card Games	331,807	350,000	328,000
001-0000-319.60-00	B & O Penalties	-	250	250
001-0000-321.60-00	Professional & Occupation	4,466	5,200	4,500
001-0000-321.70-00	Amusement Licenses	1,560	1,500	1,500
001-0000-321.90-00	Business Licenses	63,670	63,167	71,777
001-0000-321.91-00	Franchise Fees	705,372	700,000	725,000
001-0000-322.10-00	Building Permits	1,517,405	750,000	750,000
001-0000-322.11-00	Mechanical Permits	85,239	60,000	65,000
001-0000-322.12-00	Plumbing Permits	132,699	80,000	80,000
001-0000-322.13-00	Electrical Permits	212,925	150,000	150,000
001-0000-322.14-00	Tree Protection Fees	17,508	15,000	15,000
001-0000-322.40-00	Street & Curb Permits	67,158	30,000	30,000
001-0000-322.41-00	Banner/Sign Permits	575	-	250
001-0000-322.90-00	Gun Permits	15,764	12,500	12,500
001-0000-331.16-72	Law Enforce Grant-Vests	2,292	-	-
001-0000-331.95-00	ONDGP-HIDTA	42,439	-	-

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Current Expense Fund - Revenues</i>				
Revenues				
001-0000-333.07-01	DU - WSP	19,985	-	-
001-0000-333.10-55	Child Nutrition Program	59,548	63,500	63,500
001-0000-333.16-00	DOJ	93,749	-	-
001-0000-333.20-60	CFDA 20.60X	981	5,000	5,000
001-0000-334.05-10	SPI - SFSP	2,244	-	-
001-0000-335.03-01	LEOFF Plan Contribution	179,193	-	-
001-0000-336.06-41	Marijuana Enforcement	22,091	27,573	17,045
001-0000-336.94-00	Liquor Excise Tax	220,016	222,012	239,604
001-0000-336.95-00	Liquor Board Profits	398,092	401,713	403,723
001-0000-337.15-00	Thurs Cty Historic Comm	5,000	-	-
001-0000-337.18-00	Thurston Co. Vet Svcs HUB	-	-	30,000
001-0000-337.69-10	Stay-At-Work Program	-	3,000	3,000
001-0000-338.21-00	Law Enforcement Service	10,598	-	-
001-0000-338.27-00	NTPS Security Contract	140,000	140,000	140,000
001-0000-338.39-00	Animal Services Admin	99,768	99,768	102,761
001-0000-338.40-00	Drug Unit Services	10,331	-	-
001-0000-341.50-00	Public Records/Reports	311	500	500
001-0000-341.53-00	Notary Services	380	350	350
001-0000-341.54-00	NSF Fees	100	150	150
001-0000-341.55-00	Police Taxable Fees	9,069	6,000	6,000
001-0000-341.70-10	Misc. Taxable Sales	108	100	100
001-0000-341.99-00	Passport Fees	30,600	27,500	27,500
001-0000-342.10-10	Nisqually MOA-Trust Prop.	-	1,000	1,000
001-0000-342.10-12	Polygraph Fees	-	2,500	2,500
001-0000-342.10-13	Overtime-Police Services	185,378	378,000	378,000
001-0000-342.40-01	Inspection Services	1,718	2,000	2,000
001-0000-343.95-00	RBRRP Abatement Charges	4,130	4,500	4,500
001-0000-345.81-00	Zonning/Subdivision Fees	98,671	60,000	60,000
001-0000-345.83-01	Plan Check Fees	768,197	250,000	250,000
001-0000-347.60-20	Youth & Teen Programs	198,716	194,500	199,500
001-0000-347.60-40	Aquatics Programs	222,302	235,000	261,000
001-0000-347.60-50	Physical Activities Prog	154,362	175,500	181,535
001-0000-347.60-60	Cultural Arts & Educ Prog	74,751	64,000	73,000
001-0000-347.60-70	Outdoor Activities Prog	41,218	36,200	39,450
001-0000-347.60-80	Fitness Program	27,255	26,500	31,500
001-0000-347.60-90	Special Events Program	16,183	18,000	16,000
001-0000-347.62-00	Shelter Fees	16,500	10,000	10,000

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Current Expense Fund - Revenues</i>				
Revenues				
001-0000-347.63-00	Tumwater Pool Agreement	16,290	16,291	16,291
001-0000-347.64-00	Lacey ACT-Program Fees	42,687	35,500	40,500
001-0000-347.65-00	Field Use Fees	41,076	45,000	45,000
001-0000-347.65-10	Field Use Fees-NTSD	46,118	36,000	36,000
001-0000-347.90-01	HOA-Conf/Participant Fees	2,230	-	-
001-0000-348.94-00	Parks & Recreation Serv.	4,354	-	-
001-0000-348.95-00	Engineering Services Fees	1,927,346	1,891,844	1,987,558
001-0000-348.95-20	Engineering Svc - Transp	401,962	510,777	558,387
001-0000-348.96-00	Parks Maintenance Service	40,671	25,163	68,239
001-0000-348.96-20	Parks Maint - Streets	342,163	353,293	382,834
001-0000-348.99-00	Water Resources Services	1,679,599	1,911,100	2,093,130
001-0000-349.19-00	Overhead & Services	-	-	458,073
001-0000-349.20-00	Project Administration	36,772	-	-
001-0000-351.10-00	District Court	173,478	225,000	150,000
001-0000-351.20-00	Lacey Violations	132,568	200,000	150,000
001-0000-351.40-00	Red Light Cameras	289	-	-
001-0000-359.60-01	B&O Penalties	116	-	-
001-0000-361.11-00	Investment Interest	113,540	100,000	250,000
001-0000-361.40-00	Interest Sales Tax	7,038	6,500	6,500
001-0000-362.50-10	Lease - Consessionaire	825	1,200	1,200
001-0000-362.50-20	Lease - Facilities	25,483	25,000	25,000
001-0000-362.80-00	Concession Commission	1,682	1,750	1,750
001-0000-367.10-01	Contributions-General	76	-	-
001-0000-367.10-02	Contribution-Police	12,500	-	-
001-0000-367.10-03	Contribution-Parks-Gen.	6,172	-	-
001-0000-367.10-04	Cont.-Parks Sponsor/Event	39,690	-	35,000
001-0000-367.10-05	Contribution-Museum	4,764	-	-
001-0000-367.10-06	Cont.-Summer Lunch Prog.	8,465	4,500	7,500
001-0000-367.10-07	Cont.-Parks-Youth Scholar	-	1,000	1,000
001-0000-367.10-08	Contr.- TOGETHER Parks	5,000	-	5,000
001-0000-369.10-00	Sale of Scrap & Surplus	34	100	100
001-0000-369.20-00	Unclaimed Property	3,347	1,000	1,000
001-0000-369.30-00	Sale of Forfeited Prop.	-	1,000	1,000
001-0000-369.40-00	Court Fees /Judgments	2,514	3,000	3,000
001-0000-369.41-00	False Alarm	5,450	3,500	3,500
001-0000-369.43-00	Seizure Funds	4,752	-	-
001-0000-369.81-00	Cash Over & Short	78	-	-

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Current Expense Fund - Revenues</i>				
Revenues				
001-0000-369.90-00	Other Misc Revenue	5,656	2,500	-
001-0000-369.90-10	Misc. Revenue-Museum	102	-	-
001-0000-369.95-00	Multi-Housing Program	320	500	500
001-0000-397.01-00	Transfer In 302 Fund	560,000	-	-
001-0000-397.10-01	Transfer In 303 Fund	392,838	391,057	419,231
001-0000-397.10-02	Transfer In 109 Fund	50,334	48,500	48,500
001-0000-397.10-03	Transfer In 101 Fund	500,000	-	-
001-0000-397.10-11	Transfer In 102 Fund	-	117,600	-
Total Current Expense Fund Revenues		38,223,253	37,075,929	38,890,228

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 2018 budget for the City Council is **\$451,449**. 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

2018 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 JBLM 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.
- Engage the Washington State Legislature on the City's legislative priorities.

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
City Council				
Council Services				
001-0301-511.10-01	Salaries-Regular	119,580	122,583	149,728
001-0301-511.20-01	Employer Paid Benefits	9,353	11,493	24,035
001-0301-511.31-01	Office & Operating Supply	1,097	2,000	2,000
001-0301-511.41-01	Prof. Svc-Other	-	6,500	6,500
001-0301-511.42-01	Telecommunications	2,050	2,040	2,040
001-0301-511.43-01	Transportation/Per Diem	16,485	13,500	13,500
001-0301-511.43-03	Registrations	3,999	9,500	9,500
001-0301-511.45-02	IMS Rentals	15,470	17,368	19,265
001-0301-511.46-03	Insurance-Fidelity	2,341	2,458	2,283
001-0301-573.49-12	Special Events	63,129	67,780	67,780
Total Council Services		233,504	255,222	296,631
Boards/Memberships				
001-0302-519.49-14	Association of WA Cities	31,912	33,171	34,755
001-0302-519.49-15	National League of Cities	3,813	3,813	3,813
001-0302-519.49-19	Neighborhood Grant Prog	-	25,000	25,000
001-0302-519.49-41	ICLEI	-	600	600
001-0302-519.49-50	Military Support	135,845	54,468	50,000
001-0302-572.31-30	Other Boards/Memberships	4,294	12,450	12,450
Total Boards/Memberships		175,864	129,502	126,618
Youth Initiatives				
001-0304-511.49-42	WIN Program	6,067	8,000	8,000
001-0304-511.49-47	Sister City Program	839	7,200	20,200
Total Youth Initiatives		6,906	15,200	28,200
Total City Council		416,274	399,924	451,449

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 2018 budget for Contracted Services is **\$2,833,525**. 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	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Contracted Services				
Contracted Services				
001-0401-511.58-18	Election/Voter Registrare	57,327	250,000	200,000
001-0401-511.58-21	Inter-governmental	97,000	100,000	100,000
001-0401-512.58-12	District Court	294,055	555,500	400,000
001-0401-512.58-13	Public Defender-Indigent	356,123	400,000	400,000
001-0401-521.49-08	Witness Fees	-	1,000	1,000
001-0401-521.49-09	Interpreter Service	-	6,500	6,500
001-0401-521.58-24	Victim Advocate	42,644	55,000	55,000
001-0401-523.58-10	Th Co Corrections	4,437	37,775	37,775
001-0401-523.58-11	Other Jail Services	640,533	817,129	810,129
001-0401-523.58-12	Medical Services	66,000	80,000	65,000
001-0401-525.58-22	Emergency Services Prog.	15,042	11,000	11,000
001-0401-528.58-05	Central Dispatch	5,611	6,274	6,274
001-0401-531.58-01	Pollution Control Auth.	20,394	34,515	36,606
001-0401-539.58-04	Joint Animal Services	248,700	248,696	248,696
001-0401-552.58-14	Dispute Resolution Center	3,100	3,100	3,100
001-0401-552.58-15	Social Services-HHSC	42,212	63,452	52,036
001-0401-552.58-16	TOGETHER	15,000	15,000	15,000
001-0401-552.58-18	G.R.U.B.	2,000	2,500	5,000
001-0401-552.58-24	Foreign Trade Zone	20	3,000	3,000
001-0401-552.58-25	Emer Cold Weather Shelter	-	-	40,000
001-0401-557.58-17	Th Community TV	95,860	102,561	102,561
001-0401-558.58-02	Thurston Region Planning	94,439	92,832	92,832
001-0401-559.58-03	Economic Develop. Council	27,083	50,000	80,000
001-0401-566.58-07	Th Co Social Services S/A	12,362	51,360	51,360
001-0401-573.58-20	IT/Amtrak	8,488	10,656	10,656
001-0401-598.52-10	Grant Proceeds	153,962	-	-
Total Contracted Services		2,302,392	2,997,850	2,833,525



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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 2018 budget for the office of the City Manager is **\$397,340**. This amount maintains current levels of staffing and service. In addition to covering operating expenses, the Manager's budget includes funding for the City Manager, Assistant to the City Manager, Executive Assistant and a one two-thirds time Department Assistant III to provide technical and administrative support to the City Manager and the City Council.

2018 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 the 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.

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
City Manager				
Administration				
001-0501-513.10-01	Salaries-Regular	248,898	362,869	248,712
001-0501-513.10-05	Salaries-Overtime	306	-	-
001-0501-513.10-06	Salaries-Part-Time	5,077	-	-
001-0501-513.20-01	Employer Paid Benefits	111,792	158,710	124,031
001-0501-513.31-01	Office & Operating Supply	1,401	2,600	2,600
001-0501-513.41-01	Prof. Svc-Other	-	1,000	1,000
001-0501-513.42-01	Telecommunications	418	350	350
001-0501-513.43-01	Transportation/Per Diem	835	3,000	3,000
001-0501-513.43-02	Dues, Subscriptions, Publ	3,236	3,750	3,750
001-0501-513.43-03	Registrations	920	1,700	1,700
001-0501-513.45-02	IMS Rental	8,334	8,834	12,197
Total Administration		381,217	542,813	397,340
City Clerk/Records Management				
001-0502-514.10-01	Salaries-Regular	98,647	134,351	-
001-0502-514.20-01	Employer Paid Benefits	32,797	40,647	-
001-0502-514.31-01	Office & Operating Supply	534	1,000	-
001-0502-514.41-06	Codification/Microfilm	6,998	12,000	-
001-0502-514.41-07	Records Destruction	4,192	4,000	-
001-0502-514.43-02	Dues, Subscriptions, Publ	645	1,000	-
001-0502-514.43-03	Registrations	780	2,000	-
001-0502-514.44-04	Ordinances & Resolutions	8,159	7,500	-
001-0502-514.45-02	IMS Rental	4,075	4,320	-
Total City Clerk/Records Management		156,827	206,818	-
Total City Manager		538,044	749,631	397,340

ADMINISTRATIVE SERVICES

HUMAN RESOURCES

The Human Resources Division is responsible for providing administrative and support services to all City departments related to the recruitment, training, performance management, classification and compensation, and benefits. 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.

2018 PROGRAMS, GOALS, AND PRIORITIES

- 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.

Human Resources services are provided by a Human Resource Manager, two Human Resources Analysts, a Human Resource Specialist and a Department Assistant III. This division is managed by the Administrative Services Director.

PUBLIC AFFAIRS

The Public Affairs Division is responsible for administering the City's public information programs, including neighborhood outreach and the Compassionate Community campaign, 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. Public Affairs services are provided by a Public Affairs Manager, a Communication Relations Specialist, a Communication Specialist and a Digital Media Production Specialist.

2018 PROGRAMS, GOALS, AND PRIORITIES

- Relaunch the Lacey Life newsletter.
- Work with other Departments to update the City's website.
- Coordinate with regional partners on renewal of the Comcast franchise agreement.
- Explore ideas for enhanced marketing and "branding" of Lacey as a community.
- Enhance interaction between City Hall and neighborhood associations.
- Continue to seek opportunities to build relationships with Joint Base Lewis McChord (JBLM).
- Oversee Records Management project.
- Develop new opportunities for using new video capabilities to enhance communications with residents.
- Provide Administrative oversight of the Lacey Veterans Services Hub.
- Coordinate a "Toast to Veterans" fundraising event in support of the Veterans Services Hub

CITY CLERK

The City Clerk's Division is responsible for ensuring compliance with local, state and federal laws related to the legislative process of the city. By statute, the City Clerk is required to record and preserve minutes, ordinances, and resolutions adopted by the City Council, as well as overseeing the protection and preservation of all city records. The City Clerk is the designated public records officer of the city, serving as a point of contact for members of the public in requesting disclosure of public records and overseeing the agency's compliance with the public records disclosure requirements. City Clerk services are provided by a City Clerk and an Deputy City Clerk/Admin Specialist.

ADMINISTRATIVE SERVICES- Continued

2018 PRIORITIES

- Evaluate, select, and implement Enterprise Content Management (ECM) system.
- Training for all employees on records management and public disclosure processes.
- Establish system to track public records requests in compliance with new JLARC reporting requirements.

BUDGET SUMMARY

The total 2018 budget for Administrative Services is **\$2,026,284.**

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Administrative Services				
General Services				
001-0701-516.10-01	Salaries-Regular	323,168	394,650	421,955
001-0701-516.10-05	Salaries-Overtime	9,644	1,500	1,500
001-0701-516.10-06	Salaries-Part-Time	486	2,500	32,500
001-0701-516.20-01	Employer Paid Benefits	125,094	156,246	179,326
001-0701-516.31-01	Office & Operating Supply	3,556	6,500	6,500
001-0701-516.31-04	Supplies - Testing/Exam	3,716	1,560	4,560
001-0701-516.41-01	Prof. Svc-Other	16,042	31,673	32,673
001-0701-516.41-03	Prof. Svc-Consultant	11,496	41,000	41,000
001-0701-516.43-01	Transportation/Per Diem	2,807	2,800	6,800
001-0701-516.43-02	Dues, Subscriptions, Publ	837	2,700	2,700
001-0701-516.43-03	Registrations	1,925	4,000	8,000
001-0701-516.44-01	Adv/Full-Time Position	5,386	17,400	8,000
001-0701-516.44-02	Adv/Part-Time Position	640	5,000	2,000
001-0701-516.45-02	IMS Rental	11,076	12,633	16,118
001-0701-516.49-02	Printing & Binding	852	3,500	3,500
001-0701-516.49-05	Professional Development	5,070	26,590	26,590
001-0701-516.49-56	Emp Perform Recognition	12,926	13,000	13,000
Total General Services		534,721	723,252	806,722
Risk Management/Loss Control				
001-0702-514.10-01	Salaries-Regular	35,976	37,835	40,106
001-0702-514.10-05	Salaries-Overtime	1,156	-	-
001-0702-514.20-01	Employer Paid Benefits	20,325	21,377	23,203
001-0702-514.41-03	Prof. Svc-Consultant	4,998	5,000	55,000
001-0702-514.42-01	Telecommunications	-	150	150
001-0702-514.43-02	Dues, Subscriptions, Publ	747	961	961
001-0702-514.49-17	Pre-employment Medicals	3,568	5,000	5,000
001-0702-514.49-18	Wellness Prog. AWC-Grant	11,067	11,000	12,000
001-0702-514.49-43	Drug & Alcohol Testing	249	4,500	4,500
Total Risk Management/Loss Control		78,086	85,823	140,920

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Administrative Services				
Public Affairs				
001-0703-513.10-01	Salaries-Regular	326,333	420,800	424,753
001-0703-513.10-05	Salaries-Overtime	233	-	-
001-0703-513.10-06	Salaries-Part-Time	2,214	14,520	11,520
001-0703-513.20-01	Employer Paid Benefits	117,358	157,174	171,471
001-0703-513.31-01	Office & Operating Supply	5,234	3,800	3,800
001-0703-513.31-02	Small Tools & Equipment	826	-	-
001-0703-513.41-01	Prof. Svc-Other	14,130	18,500	18,500
001-0703-513.42-01	Telecommunications	84	-	-
001-0703-513.43-01	Transportation/Per Diem	-	750	750
001-0703-513.43-02	Dues, Subscriptions, Publ	1,891	2,700	2,700
001-0703-513.43-03	Registrations	-	1,500	1,500
001-0703-513.45-02	IMS Rental	16,650	18,472	20,286
001-0703-513.49-02	Printing & Binding	2,016	2,500	2,500
001-0703-573.49-12	Special Events	5,037	17,000	7,000
001-0703-573.49-20	Special Projects	4,068	10,000	10,000
001-0703-573.49-21	LaceyLife Newsletter	1,074	12,000	12,000
Total Public Affairs		497,148	679,716	686,780
001-0704-514.10-01	Salaries-Regular	-	-	168,250
001-0704-514.20-01	Employer Paid Benefits	-	-	69,148
001-0704-514.31-01	Office & Operating Supply	-	-	1,000
001-0704-514.41-06	Codification/Microfilm	-	-	12,000
001-0704-514.41-07	Records Destruction	-	-	4,000
001-0704-514.43-02	Dues, Subscriptions, Publ	-	-	1,000
001-0704-514.43-03	Registrations	-	-	2,000
001-0704-514.44-04	Ordinances & Resolutions	-	-	7,500
001-0704-514.45-02	IMS Rental	-	-	5,964
Total City Clerk/Records Management		-	-	270,862
Veteran Services				
001-0705-565.31-01	Office & Operating Supply	-	21,765	3,267
001-0705-565.31-02	Small Tools & Equipment	-	7,300	7,300
001-0705-565.41-01	Prof. Svc-Other	-	60,946	60,945
001-0705-565.42-01	Telecommunications	-	2,657	2,656
001-0705-565.43-02	Dues, Subscriptions, Publ	-	2,000	2,000
001-0705-565.43-03	Registrations	-	1,095	1,095

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Administrative Services				
Veteran Services-Continued				
001-0705-565.45-02	IMS Rental	-	4,000	-
001-0705-565.45-05	Rentals-Other	-	1,575	1,575
001-0705-565.45-08	Lease Miscellaneous	-	30,000	30,000
001-0705-565.47-01	Utility-Electric	-	2,000	2,000
001-0705-565.48-01	Rep & Maint-Equipment	-	4,500	2,000
001-0705-565.49-02	Printing & Binding	-	3,537	3,537
001-0705-565.49-06	Maintenance Contracts	-	1,625	1,625
001-0705-565.49-30	Software Maintenance	-	3,000	3,000
001-0705-565.60-01	Capital Outlays-Equipment	-	15,000	-
Total Veteran Services		-	161,000	121,000
TotalAdministrative Services		1,109,955	1,649,791	2,206,284



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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 2018 budget for the Finance Department is **\$1,127,973**. 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.

2018 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.
- Evaluate enhancement phone system call features.

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Finance				
Finance				
001-1401-514.10-01	Salaries-Regular	499,254	519,707	633,717
001-1401-514.10-05	Salaries-Overtime	687	6,850	850
001-1401-514.20-01	Employer Paid Benefits	235,835	258,745	327,541
001-1401-514.31-01	Office & Operating Supply	5,388	5,000	5,000
001-1401-514.41-05	Prof. Svc-Audit	24,303	50,250	49,600
001-1401-514.41-48	Investment Advisor	-	17,750	57,000
001-1401-514.43-01	Transportation/Per Diem	1,799	5,000	5,000
001-1401-514.43-02	Dues, Subscriptions, Publ	1,615	2,175	2,175
001-1401-514.43-03	Registrations	2,541	5,000	5,000
001-1401-514.45-02	IMS Rental	29,241	32,792	38,138
001-1401-514.48-01	Rep & Maint-Equipment	-	100	100
001-1401-514.49-02	Printing & Binding	489	1,000	1,000
001-1401-514.49-06	Maintenance Contracts	1,304	1,500	1,500
001-1401-514.49-09	Interpreter Svcs-Court	7,334	-	-
001-1401-514.49-30	Software Maintenance	-	1,352	1,352
Total Finance		809,790	907,221	1,127,973

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 2018 budget for City Attorney is **\$613,388**.

2018 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	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Legal Services				
Legal Services				
001-1501-515.41-08	Prof. Svc-Litigation	12,196	5,000	5,000
001-1501-515.41-09	Prof. Svc-Prosecution	339,561	346,353	350,804
001-1501-515.41-15	Governmental Services	218,266	222,631	229,559
001-1501-515.43-02	Dues, Subscriptions, Publ	625	-	-
001-1501-515.49-07	Support Services	20,825	33,758	28,025
Total Legal Services		591,473	607,742	613,388

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 2018 budget for Common Facilities is **\$1,635,107**. This amount maintains the current level of services for City Hall and Library services.

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Common Facilities Overhead				
City Hall & Library Operations				
001-1901-519.31-01	Office & Operating Supply	10,432	20,370	20,370
001-1901-519.41-01	Prof. Svc-Other	7,743	40,846	40,846
001-1901-519.42-01	Telecommunications	14,674	52,913	52,913
001-1901-519.42-02	Communications-Postage	33,324	56,300	56,300
001-1901-519.45-01	Equipment Rental	17,467	16,459	18,956
001-1901-519.45-02	IMS Rental	739,960	773,746	783,622
001-1901-519.45-03	Copier Rental	16,205	73,700	73,700
001-1901-519.45-08	Lease Miscellaneous	-	500	500
001-1901-519.46-01	Insurance-Liability	243,433	263,078	257,498
001-1901-519.46-02	Insurance-Fire/Property	33,297	33,297	26,650
001-1901-519.46-06	AWC-L & I Pool	18,742	16,418	16,418
001-1901-519.47-01	Utility-Electric	114,990	148,000	148,000
001-1901-519.47-02	Utility-City of Lacey	16,846	12,300	12,300
001-1901-519.47-03	Utility Gas	1,416	-	-
001-1901-519.47-07	Utility-Solid Waste	876	3,000	3,000
001-1901-519.48-01	Rep & Maint-Equipment	246	3,700	3,700
001-1901-519.49-02	Printing & Binding	9,444	8,000	8,000
001-1901-519.49-06	Maintenance Contracts	27,245	38,974	38,974
001-1901-519.49-25	Assessments/Taxes	2,409	2,050	2,050
001-1901-519.49-27	Bad Debt Expense	(401)	1,000	1,000
001-1901-572.46-02	Insurance-Fire/Property	8,446	8,446	8,824
001-1901-572.47-01	Utility-Electric	38,553	50,000	50,000
001-1901-572.47-02	Utility-City of Lacey	7,027	9,000	9,000
001-1901-572.47-07	Utility-Solid Waste	2,376	1,500	1,500
001-1901-572.48-01	Rep & Maint-Equipment	-	250	250
001-1901-572.49-06	Maintenance Contracts	-	736	736
001-1901-591.75-01	Capital Leases	15,511	-	-
001-1901-592.83-10	Capital Lease Interest	5,322	-	-
Total City Hall & Library Operations		1,385,583	1,634,583	1,635,107

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 2018 will be provided by fifty three (54) commissioned officers, seven (7) non-commissioned administrative employees and four (4) non-commissioned Community Service Officers. Included is one (1) commissioned officer assigned to the county-wide Drug Unit. Volunteer services are provided by the Lacey Resource Unit and the Explorer Post. 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 comprised of one (1) Commander, six (6) Sergeants and thirty (31) 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 help 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 (2) full-time Traffic Officers who work traffic enforcement and investigate traffic collisions.

ADMINISTRATIVE DIVISION:

The Administrative Division is made up of one (1) Police Chief, one (1) Commander, one (1) Administrative Sergeant, three (3) School Resource Officers, one (1) Management Analyst, one (1) Evidence Technician, and the Records Unit consisting of four (4) Police Assistants and one (1) 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 (1) Commander, one (1) Sergeant, four (4) Detectives, one (1) Anti-Crime Officer, and one (1) 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 countywide 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 School District's four high schools and three middle schools providing not only enforcement and security, but also initiating proactive contact with the students, parents, and administration.

The Police Department collaborates with other Law Enforcement Agencies in Thurston County to include the Thurston County Narcotics Task Force, TCSO SWAT and Dive Teams, as well as the Thurston County Prosecuting Attorney's Office.

The Multi-Housing Program, coordinated by the Anti-Crime Officer, continues working 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 My LPD 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 checking on resident's homes while they are on vacation, operating the Inmate Litter Patrol Program, Graffiti Identification and 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 2018 budget for Police is **\$9,771,674** 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.

2018 PROGRAMS, GOALS, AND PRIORITIES

- 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 My LPD community meetings.
- Maintain high training and professional standards.
- Continue the on-line citizen-reporting module in the new Records Management System.
- Reduce incidents of property crime.
- Maintain quality contacts with the public to build partnerships and trust.

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Police				
General Services				
001-2101-521.10-01	Salaries-Regular	436,990	449,394	465,472
001-2101-521.10-05	Salaries-Overtime	503	500	500
001-2101-521.20-01	Employer Paid Benefits	117,961	121,928	125,575
001-2101-521.20-02	LEOFF Disability-Retired	146,743	210,960	210,960
001-2101-521.20-42	GASB68 Pension Expense	179,193	-	-
001-2101-521.31-01	Office & Operating Supply	996	6,250	6,250
001-2101-521.31-15	Evidence Monies	-	1,000	1,000
001-2101-521.41-01	Prof. Svc-Other	4,166	7,900	7,900
001-2101-521.42-01	Telecommunications	2,866	5,057	5,057
001-2101-521.43-02	Dues, Subscriptions, Publ	1,338	1,200	1,200
001-2101-521.45-01	Equipment Rental	12,224	11,882	11,958
001-2101-521.45-02	IMS Rental	7,091	6,908	6,661
001-2101-521.48-01	Rep & Maint-Equipment	-	20	20
Total General Services		910,071	822,999	842,553
Records and Support Services				
001-2102-521.10-01	Salaries-Regular	284,297	298,745	313,950
001-2102-521.10-05	Salaries-Overtime	1,643	5,100	5,100
001-2102-521.10-06	Salaries-Part-Time	-	1,000	1,000
001-2102-521.20-01	Employer Paid Benefits	104,324	120,300	128,752
001-2102-521.31-01	Office & Operating Supply	5,251	8,100	8,100
001-2102-521.31-02	Small Tools & Equipment	455	1,100	1,100
001-2102-521.31-17	Supplies-Uniform Purchase	457	600	600
001-2102-521.42-01	Telecommunications	3,893	3,540	3,540
001-2102-521.43-02	Dues, Subscriptions, Publ	220	475	475
001-2102-521.45-02	IMS Rental	7,317	7,129	6,874
001-2102-521.48-01	Rep & Maint-Equipment	-	100	100
001-2102-521.49-02	Printing & Binding	2,539	4,000	4,000
001-2102-521.49-06	Maintenance Contracts	180	-	-
001-2102-521.50-04	Contract-RMS System	142,219	154,507	154,507
Total Records and Support Services		552,795	604,696	628,098
Property Control				
001-2103-521.10-01	Salaries-Regular	94,306	96,755	100,050
001-2103-521.10-05	Salaries-Overtime	598	1,800	1,800
001-2103-521.20-01	Employer Paid Benefits	29,792	33,118	34,842

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Police				
Property Control-Continued				
001-2103-521.31-01	Office & Operating Supply	3,821	2,975	2,975
001-2103-521.31-02	Small Tools & Equipment	-	375	375
001-2103-521.31-17	Supplies-Uniform Purchase	522	700	700
001-2103-521.45-02	IMS Rental	1,962	1,911	1,843
001-2103-521.49-02	Printing & Binding	-	125	125
Total Property Control		131,001	137,759	142,710
Training				
001-2104-521.43-01	Transportation/Per Diem	19,652	20,000	20,000
001-2104-521.43-02	Dues, Subscriptions, Publ	100	450	450
001-2104-521.43-03	Registrations	17,789	35,750	35,750
001-2104-521.43-05	Memorial Fund-McMillen Sr	-	50	50
001-2104-521.49-05	Professional Development	16,844	30,233	30,233
Total Training		54,385	86,483	86,483
Crime Prevention				
001-2105-521.10-01	Salaries-Regular	117,432	121,005	125,762
001-2105-521.10-05	Salaries-Overtime	6,083	6,150	6,150
001-2105-521.20-01	Employer Paid Benefits	24,127	27,584	26,138
001-2105-521.31-01	Office & Operating Supply	1,438	1,965	1,965
001-2105-521.31-10	Supplies-Multi-Housing	328	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	1,135	2,800	2,800
001-2105-521.43-02	Dues, Subscriptions, Publ	-	100	100
001-2105-521.45-01	Equipment Rental	2,583	2,511	2,527
001-2105-521.48-01	Rep & Maint-Equipment	-	10	10
001-2105-521.49-02	Printing & Binding	2,549	3,500	3,500
001-2105-521.49-10	Uniform Contract/Cleaning	-	400	400
001-2105-521.49-11	Public Education	-	750	750
Total Crime Prevention		155,675	167,675	171,002
Investigation and Apprehension				
001-2106-521.10-01	Salaries-Regular	568,944	587,432	699,633
001-2106-521.10-05	Salaries-Overtime	59,934	47,150	47,150
001-2106-521.20-01	Employer Paid Benefits	177,701	197,274	226,953

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Police				
Investigation and Apprehension-Continued				
001-2106-521.31-01	Office & Operating Supply	21,485	9,021	15,156
001-2106-521.31-02	Small Tools & Equipment	-	1,400	1,400
001-2106-521.31-17	Supplies-Uniform Purchase	681	1,500	1,500
001-2106-521.41-01	Prof. Svc-Other	-	1,000	1,000
001-2106-521.42-01	Telecommunications	7,952	9,508	9,508
001-2106-521.43-02	Dues, Subscriptions, Publ	300	300	300
001-2106-521.45-01	Equipment Rental	29,108	28,293	28,470
001-2106-521.45-02	IMS Rental	3,057	2,978	2,871
001-2106-521.48-01	Rep & Maint-Equipment	-	500	500
001-2106-521.49-02	Printing & Binding	-	100	100
001-2106-521.49-10	Uniform Contract/Cleaning	2,361	4,000	4,000
Total Investigation and Apprehension		871,523	890,456	1,038,541
Protective Enforcement Patrol				
001-2107-521.10-01	Salaries-Regular	2,935,733	3,603,819	3,720,425
001-2107-521.10-05	Salaries-Overtime	411,686	807,675	695,175
001-2107-521.10-06	Salaries-Part-Time	15,737	10,057	10,593
001-2107-521.20-01	Employer Paid Benefits	920,423	1,298,780	1,310,743
001-2107-521.31-01	Office & Operating Supply	16,278	19,560	15,560
001-2107-521.31-02	Small Tools & Equipment	1,908	2,442	2,442
001-2107-521.31-05	Firearms/Ammunition	7,527	18,000	18,000
001-2107-521.31-06	Supplies-Water Patrol	109	394	394
001-2107-521.31-07	Supplies-Tactical Team	684	1,249	1,249
001-2107-521.31-17	Supplies-Uniform Purchase	21,178	34,950	34,950
001-2107-521.31-33	Supplies-Tactical Vests	7,721	12,790	12,790
001-2107-521.31-35	Supplies-Replaced Equip	29,224	30,000	30,000
001-2107-521.41-01	Prof. Svc-Other	3,242	3,000	3,000
001-2107-521.42-01	Telecommunications	41,805	46,711	46,711
001-2107-521.43-02	Dues, Subscriptions, Publ	140	3,775	3,775
001-2107-521.45-01	Equipment Rental	361,051	350,928	353,130
001-2107-521.45-02	IMS Rental	160,911	156,770	151,158
001-2107-521.45-03	Copier Rental	5,254	18,900	18,900
001-2107-521.48-01	Rep & Maint-Equipment	6,055	8,000	8,000
001-2107-521.49-02	Printing & Binding	1,572	1,754	1,754
001-2107-521.49-10	Uniform Contract/Cleaning	8,281	12,460	12,460
001-2107-521.49-30	Software Maintenance	239	8,045	8,045

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Police				
Protective Enforcement Patrol-Continued				
001-2107-521.50-01	Olympia Range	4,430	10,000	10,000
001-2107-591.75-01	Capital Leases	8,253	-	-
001-2107-592.83-10	Capital Lease Interest	4,219	-	-
Total Protective Enforcement Patrol		4,973,660	6,460,059	6,469,254
Traffic				
001-2108-521.10-01	Salaries-Regular	188,957	194,769	203,202
001-2108-521.10-05	Salaries-Overtime	26,781	24,088	24,088
001-2108-521.20-01	Employer Paid Benefits	67,146	75,716	78,154
001-2108-521.31-01	Office & Operating Supply	129	1,450	1,450
001-2108-521.31-02	Small Tools & Equipment	-	500	500
001-2108-521.31-17	Supplies-Uniform Purchase	528	1,000	1,000
001-2108-521.42-01	Telecommunications	907	1,700	1,700
001-2108-521.43-02	Dues, Subscriptions, Publ	60	50	50
001-2108-521.45-01	Equipment Rental	30,793	29,930	30,117
001-2108-521.48-01	Rep & Maint-Equipment	-	200	200
001-2108-521.49-10	Uniform Contract/Cleaning	590	550	550
Total Traffic		315,891	329,953	341,011
Volunteers				
001-2109-521.10-01	Salaries-Regular	28,678	28,678	30,427
001-2109-521.10-05	Salaries-Overtime	5,934	3,588	3,588
001-2109-521.20-01	Employer Paid Benefits	9,401	9,347	9,137
001-2109-521.31-01	Office & Operating Supply	556	750	750
001-2109-521.31-02	Small Tools & Equipment	-	125	125
001-2109-521.31-18	Uniforms	488	2,525	2,525
001-2109-521.43-01	Transportation/Per Diem	15	400	400
001-2109-521.43-02	Dues, Subscriptions, Publ	-	750	750
001-2109-521.43-03	Registrations	224	1,070	1,070
001-2109-521.49-10	Uniform Contract/Cleaning	174	750	750
001-2109-521.49-57	Lacey Resource Officers	552	2,500	2,500
Total Volunteers		46,022	50,483	52,022
Total Police		8,011,023	9,550,563	9,771,674

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.

Public Works Administrative services are provided by a Management Analyst, a Department Assistant III, and a Department Assistant II. 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 2018 budget for Public Works Administration is **\$107,189**. Some operating costs are recovered through the assessment of plan fees and charges to utilities or projects.

2018 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	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Public Works Support Services				
General Services				
001-3101-532.10-01	Salaries-Regular	35,632	36,686	47,954
001-3101-532.10-05	Salaries-Overtime	-	200	200
001-3101-532.20-01	Employer Paid Benefits	11,882	13,245	18,601
001-3101-532.31-01	Office & Operating Supply	4,200	7,850	9,850
001-3101-532.31-02	Small Tools & Equipment	-	461	461
001-3101-532.31-27	Software Upgrade	-	1,500	1,500
001-3101-532.41-01	Prof. Svc-Other	10,121	1,000	4,000
001-3101-532.43-01	Transportation/Per Diem	25	250	250
001-3101-532.43-02	Dues, Subscriptions, Publ	2,961	5,700	5,700
001-3101-532.43-03	Registrations	55	500	1,000
001-3101-532.45-01	Equipment Rental	3,255	3,366	2,064
001-3101-532.45-02	IMS Rental	7,038	7,738	13,309
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		75,169	80,796	107,189

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 23 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 2018 budget for Public Works Engineering is **\$3,236,358**. Some operating costs are recovered through the assessment of plan fees and charges to utilities or projects.

2018 PROGRAMS, GOALS AND PRIORITIES

- Continue the LED Street Lighting conversion project.
- Assist Thurston County in designing improvements to Mullen Road.
- Complete the construction of the Hogum Bay Road Improvements.
- Continue construction of the College Street & 22nd Avenue Roundabout.
- Begin design of the College Street & Yelm Highway "Super T" Improvements.
- Complete the construction of the Citywide Pedestrian Crossings project.
- Complete design of the Hawks Prairie Road & Marvin Road Roundabout.
- Continue design for the Ruddell Road Sidewalk & Retaining Walls project.
- Complete the Marvin Road Improvements Public/Private Partnership project.

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Public Works Engineering Division				
General Services				
001-3201-532.10-01	Salaries-Regular	487,513	511,804	624,480
001-3201-532.10-05	Salaries-Overtime	2,652	3,000	3,000
001-3201-532.10-06	Salaries-Part-Time	192	-	-
001-3201-532.20-01	Employer Paid Benefits	191,295	201,224	255,424
001-3201-532.31-01	Office & Operating Supply	13,037	12,000	12,000
001-3201-532.31-02	Small Tools & Equipment	2,608	2,500	2,500
001-3201-532.31-17	Supplies-Uniform Purchase	2,143	3,000	3,000
001-3201-532.31-27	Software Upgrade	298	2,174	2,174
001-3201-532.41-01	Prof. Svc-Other	1,600	1,600	1,600
001-3201-532.42-01	Telecommunications	6,458	9,750	9,750
001-3201-532.43-01	Transportation/Per Diem	8,008	5,000	5,000
001-3201-532.43-02	Dues, Subscriptions, Publ	2,252	1,775	1,775
001-3201-532.43-03	Registrations	5,076	6,070	7,020
001-3201-532.45-01	Equipment Rental	73,543	86,929	102,887
001-3201-532.45-02	IMS Rental	101,650	73,533	67,461
001-3201-532.45-08	Lease Miscellaneous	317	7,720	7,720
001-3201-532.48-02	Rep & Maint-Equip Non-Pwr	3,176	1,020	1,020
001-3201-532.49-02	Printing & Binding	244	-	-
001-3201-532.49-03	Recording Fees	-	2,800	2,800
001-3201-532.49-06	Maintenance Contracts	2,128	5,698	5,698
001-3201-532.49-10	Uniform Contract/Cleaning	-	200	200
001-3201-532.49-30	Software Maintenance	23,216	30,000	50,000
001-3201-591.75-01	Capital Leases	6,479	-	-
001-3201-592.83-10	Capital Lease Interest	1,522	-	-
Total General Services		935,407	967,797	1,165,509
Transportation Engineering				
001-3202-532.10-01	Salaries-Regular	371,248	341,448	389,526
001-3202-532.10-05	Salaries-Overtime	1,497	3,000	3,000
001-3202-532.10-06	Salaries-Part-Time	7,202	9,953	9,953
001-3202-532.20-01	Employer Paid Benefits	136,302	135,232	151,459
001-3202-532.31-01	Office & Operating Supply	-	700	700
001-3202-532.31-02	Small Tools & Equipment	-	300	300
001-3202-532.31-03	Traffic Counting Supplies	1,077	1,010	1,010
001-3202-532.31-17	Supplies-Uniform Purchase	-	75	75
001-3202-532.41-02	Prof. Svc-Engineering	-	500	500

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Public Works Engineering Division				
Transportation Engineering-Continued				
001-3202-532.43-01	Transportation/Per Diem	160	250	250
001-3202-532.43-02	Dues, Subscriptions, Publ	674	1,250	1,250
001-3202-532.43-03	Registrations	2,566	500	500
001-3202-532.45-01	Equipment Rental	3,738	4,418	5,229
001-3202-532.49-02	Printing & Binding	-	180	180
Total Transportation Engineering		524,464	498,816	563,932
Water Utility Engineering				
001-3203-532.10-01	Salaries-Regular	191,379	209,478	213,227
001-3203-532.10-05	Salaries-Overtime	2,080	8,000	8,000
001-3203-532.20-01	Employer Paid Benefits	78,652	90,589	91,361
Total Water Utility Engineering		272,111	308,067	312,588
Wastewater Utility Engineering				
001-3204-532.10-01	Salaries-Regular	158,924	173,453	183,489
001-3204-532.10-05	Salaries-Overtime	2,080	10,000	10,000
001-3204-532.20-01	Employer Paid Benefits	65,923	74,727	78,732
Total Wastewater Utility Engineering		226,927	258,180	272,221
Stormwater Utility Engineering				
001-3205-532.10-01	Salaries-Regular	83,397	115,030	111,898
001-3205-532.10-05	Salaries-Overtime	1,165	2,000	2,000
001-3205-532.20-01	Employer Paid Benefits	34,066	49,610	48,090
Total Stormwater Utility Engineering		118,628	166,640	161,988
Project Engineering				
001-3206-532.10-01	Salaries-Regular	510,550	460,467	510,556
001-3206-532.10-05	Salaries-Overtime	8,753	10,000	10,000
001-3206-532.20-01	Employer Paid Benefits	234,182	210,825	239,564
Total Project Engineering		753,485	681,292	760,120
Total Public Works Engineering Division		2,831,022	2,880,792	3,236,358



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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 1,000 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 2018 budget for Parks, Grounds, and Facilities Maintenance is **\$2,869,513**. This includes staffing to 18 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.

2018 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	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Public Works Parks Maintenance Division				
General Services				
001-3301-576.10-01	Salaries-Regular	281,661	345,474	366,356
001-3301-576.10-05	Salaries-Overtime	1,931	3,000	3,000
001-3301-576.10-06	Salaries-Part-Time	3,453	2,412	2,412
001-3301-576.20-01	Employer Paid Benefits	123,415	136,209	139,702
001-3301-576.20-03	Unemployment Compensation	19,447	25,500	25,500
001-3301-576.31-01	Office & Operating Supply	11,756	10,645	10,645
001-3301-576.31-17	Supplies-Uniform Purchase	7,060	7,385	7,385
001-3301-576.41-01	Prof. Svc-Other	4,656	740	740
001-3301-576.42-01	Telecommunications	2,168	6,475	6,475
001-3301-576.43-01	Transportation/Per Diem	102	3,720	3,720
001-3301-576.43-02	Dues, Subscriptions, Publ	107	915	915
001-3301-576.43-03	Registrations	5,122	5,292	6,242
001-3301-576.45-01	Equipment Rental	16,153	15,695	16,115
001-3301-576.45-02	IMS Rental	13,599	13,542	9,995
001-3301-576.45-03	Copier Rentals	1,182	1,425	1,425
001-3301-576.46-02	Insurance-Fire/Property	982	982	1,066
001-3301-576.47-01	Utility-Electric	5,411	7,146	7,146
001-3301-576.47-02	Utility-City of Lacey	981	2,824	2,824
001-3301-576.47-03	Utility-Natural Gas	5,734	7,869	7,869
001-3301-576.47-07	Utility-Solid Waste	5,299	4,900	4,900
001-3301-576.48-01	Rep & Maint-Equipment	67	1,580	1,580
001-3301-576.48-03	Rep & Maint-Facilities	671	-	-
001-3301-576.49-06	Maintenance Contracts	2,672	2,909	2,909
001-3301-576.49-10	Uniform Contract/Cleaning	-	300	300
001-3301-576.49-23	Custodial	3,643	8,753	8,753
001-3301-576.49-25	Assessments/Taxes	17	181	181
001-3301-576.49-30	Software Maintenance	154	-	-
001-3301-576.49-35	CDL-Physicals/Licenses	1,530	958	958
Total General Services		518,973	616,831	639,113
Utilities/Right of Way				
001-3302-576.10-01	Salaries-Regular	178,125	192,500	213,105
001-3302-576.10-05	Salaries-Overtime	1,834	3,100	3,100
001-3302-576.10-06	Salaries-Part-Time	67,610	82,019	93,140
001-3302-576.20-01	Employer Paid Benefits	119,772	114,251	123,314

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Public Works Parks Maintenance Division				
Utilities/Right of Way-Continued				
001-3302-576.31-01	Office & Operating Supply	28,169	38,750	38,750
001-3302-576.31-02	Small Tools & Equipment	3,311	1,675	1,675
001-3302-576.41-01	Prof. Svc-Other	10,989	13,468	13,468
001-3302-576.42-01	Telecommunications	1,097	1,490	1,490
001-3302-576.45-01	Equipment Rental	42,629	40,892	41,984
001-3302-576.47-01	Utility-Electric	970	1,300	1,300
001-3302-576.47-02	Utility-City of Lacey	84,574	120,000	120,000
001-3302-576.48-01	Rep & Maint-Equipment	2,771	2,617	2,617
001-3302-576.48-15	Rep & Maint-Grounds	816	1,350	1,350
Total Utilities/Right of Way		542,667	613,412	655,293
Building/Structures/Grounds				
001-3303-576.10-01	Salaries-Regular	365,576	396,767	429,761
001-3303-576.10-05	Salaries-Overtime	2,934	1,500	1,500
001-3303-576.10-06	Salaries-Part-Time	82,168	103,730	114,851
001-3303-576.20-01	Employer Paid Benefits	209,836	223,764	228,402
001-3303-576.31-01	Office & Operating Supply	56,388	55,470	65,470
001-3303-576.31-02	Small Tools & Equipment	5,049	5,323	5,323
001-3303-576.31-29	Supplies-Ground Maint	11,054	12,000	12,000
001-3303-576.34-01	Fuel	3,302	4,238	4,238
001-3303-576.41-01	Prof. Svc-Other	9,348	92,231	16,882
001-3303-576.42-01	Telecommunications	222	950	950
001-3303-576.45-01	Equipment Rental	141,046	137,049	140,707
001-3303-576.45-05	Rentals-Other	8,047	6,300	6,300
001-3303-576.46-02	Insurance-Fire/Property	4,886	4,886	4,980
001-3303-576.47-01	Utility-Electric	17,545	14,000	14,000
001-3303-576.47-02	Utility-City of Lacey	181,076	106,000	106,000
001-3303-576.48-01	Rep & Maint-Equipment	4,253	4,000	4,000
001-3303-576.48-03	Rep & Maint-Facilities	472	512	512
Total Building/Structures/Grounds		1,103,202	1,168,720	1,155,876
Rainier Vista Park				
001-3304-576.10-01	Salaries-Regular	81,911	89,985	103,409
001-3304-576.10-05	Salaries-Overtime	2,476	1,000	1,000
001-3304-576.10-06	Salaries-Part-Time	46,170	53,071	53,071

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 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	44,493	49,259	53,390
001-3304-576.31-01	Office & Operating Supply	45,098	45,310	45,310
001-3304-576.31-02	Small Tools & Equipment	1,413	1,350	1,350
001-3304-576.34-02	Diesel	3,411	14,000	14,000
001-3304-576.41-01	Prof. Svc-Other	54	596	596
001-3304-576.42-01	Telecommunications	2,138	1,514	1,514
001-3304-576.45-01	Equipment Rental	83,359	65,819	78,514
001-3304-576.45-02	IMS Rental	3,593	3,475	1,519
001-3304-576.46-02	Insurance-Fire/Property	1,838	1,838	1,718
001-3304-576.47-01	Utility-Electric	7,611	6,500	6,500
001-3304-576.47-02	Utility-City of Lacey	53,125	50,000	50,000
001-3304-576.47-07	Utility-Solid Waste	6,455	5,700	5,700
001-3304-576.48-01	Rep & Maint-Equipment	547	950	950
001-3304-576.48-03	Rep & Maint-Facilities	280	450	450
001-3304-576.49-23	Custodial	-	240	240
Total Rainier Vista Park		383,972	391,057	419,231
Total Public Works Parks Maintenance Division		2,548,814	2,790,020	2,869,513

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 Timberland 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 2018 budget is **\$577,431**. The department is staffed by a Senior Maintenance Technician, a Journey Level Maintenance Technician, and a Seasonal Assistant.

2018 PROGRAMS, GOALS AND PRIORITIES

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

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Public Works Facilities Maintenance Division				
Facilities Maintenance				
001-3601-519.10-01	Salaries-Regular	76,806	139,636	143,451
001-3601-519.10-05	Salaries-Overtime	3,646	1,000	1,000
001-3601-519.10-06	Salaries-Part-Time	20,395	19,220	19,642
001-3601-519.20-01	Employer Paid Benefits	48,312	65,692	71,884
001-3601-519.20-03	Unemployment Compensation	-	600	600
001-3601-519.31-17	Supplies-Uniform Purchase	142	1,500	1,500
001-3601-519.31-23	Supplies-Building Maint.	13,266	1,650	1,650
001-3601-519.31-24	Small Tools & Equip-Grnds	435	400	400
001-3601-519.31-29	Supplies-Grounds Maint.	4,007	3,930	3,930
001-3601-519.41-31	Prof. Svc-Building Maint.	3,541	6,870	6,870
001-3601-519.41-39	Prof. Svc-Tree Evaluation	450	585	585
001-3601-519.42-01	Telecommunications	692	741	741
001-3601-519.43-01	Transportation/Per Diem	-	1,400	1,400
001-3601-519.43-03	Registrations	90	1,345	1,595
001-3601-519.45-01	Equipment Rental	4,667	4,084	8,555
001-3601-519.45-02	IMS Rental	2,217	2,154	1,823
001-3601-519.48-03	Rep & Maint-Facilities	12,622	37,450	37,450
001-3601-519.48-10	Rep & Maint-Equip-Grnds	136	2,200	2,200
001-3601-519.49-06	Maintenance Contracts	45,560	40,610	40,610
001-3601-519.49-10	Uniform Contract/Cleaning	-	950	950
001-3601-519.49-23	Custodial	98,555	136,920	136,920
001-3601-572.31-23	Supplies-Building Maint.	11,576	5,385	5,385
001-3601-572.31-24	Small Tools & Equip-Grnds	544	503	503
001-3601-572.31-29	Supplies-Grounds Maint.	2,184	2,184	2,184
001-3601-572.41-01	Prof. Svc-Other	2,109	3,420	3,420
001-3601-572.41-31	Prof. Svc-Building Maint.	4,419	12,964	12,964
001-3601-572.48-03	Rep & Maint-Facilities	4,699	16,521	16,521
001-3601-572.48-10	Rep & Maint-Equip-Grnds	129	130	130
001-3601-572.49-06	Maintenance Contracts	19,876	22,220	22,220
001-3601-572.49-23	Custodial	14,459	30,348	30,348
Total Public Works Facilities Maintenance		395,534	562,612	577,431

COMMUNITY AND ECONOMIC DEVELOPMENT

The Department of Community and Economic 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 18 full-time employee positions. The Building and Code Enforcement Division assures compliance with the full family of International Codes including construction, fire safety, electrical and plumbing codes. This division is also responsible for coordination with other City departments to assure that land use codes, and other construction related regulations are fully met. The code enforcement section performs general building and land use code enforcement including but not limited to zoning, property management, housing, grading and other enforcement and violation issues. Additionally, the Building Official/Fire Marshal oversees special building construction activity for projects such as the City Hall addition and Parks Buildings associated with the bond improvements.

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 are 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 single family residential has decreased in 2017 but off-set with an increase in multi-family residential development in addition industrial development has remained steady through 2017. Multi-family construction is expected to continue through 2018 and commercial and industrial development is expected to increase in 2018 through 2019 with the investment in the Woodland District, and the northeast area of the City. With a strong emphasis in the City's economic development policies, current planning staff closely monitor 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 participate 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 2018 activity to remain steady and consistent with historic levels.

BUDGET SUMMARY

The 2018 budget for Community and Economic Development is **\$2,398,666**. 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.

2018 PROGRAMS, GOALS & PRIORITIES

- Work with local partners to establish the Lacey Maker Space on the Saint Martin's University Campus.
- Partner with the Port of Olympia to create small scale industrial tenant space to provide a resource to small startup business and entrepreneurs.
- Continue to implement the recommended strategies identified in the Woodland District Strategic Plan.
- Complete the economic strategy and work plan based on the adopted economic development element.
- Develop and adopt the City's first Pedestrian and Bicycle Plan
- Develop and adopt the Depot District Sub-Area Plan
- Develop and implement the Woodland District Branding Strategy
- Maintain timely plan review and inspection level of service.
- Research and identify enhancements to the 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.
- Implement the Economic Development Plan and economic development strategies to create jobs and revenue to serve the Lacey Community.
- Respond to State Mandated land use, shoreline, and environmental update 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.
- Maintain the Resource Conservation Program.
- Monitor and maintain in-house energy audit program through the Building Division with the goal of identifying significant energy savings.

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Community and Economic Development				
General Services				
001-3701-558.10-01	Salaries-Regular	590,140	696,641	644,086
001-3701-558.10-05	Salaries-Overtime	710	5,000	5,000
001-3701-558.20-01	Employer Paid Benefits	252,879	315,366	293,644
001-3701-558.31-01	Office & Operating Supply	3,780	5,500	5,500
001-3701-558.31-02	Small Tools & Equipment	-	-	2,400
001-3701-558.41-01	Prof. Svc-Other	17,168	2,500	4,000
001-3701-558.41-12	Special Needs Interpreter	-	500	500
001-3701-558.41-24	Tree Protection Specialist	25,755	40,000	40,000
001-3701-558.43-01	Transportation/Per Diem	4,756	7,500	11,000
001-3701-558.43-02	Dues, Subscriptions, Publ	3,866	3,000	3,000
001-3701-558.43-03	Registrations	4,290	6,800	8,000
001-3701-558.44-05	Adv/Public Hearings	11,145	14,000	14,000
001-3701-558.45-02	IMS Rental	82,868	69,008	84,181
001-3701-558.49-02	Printing & Binding	3,798	4,000	4,000
001-3701-558.49-20	Special Projects	7,410	187,600	60,000
001-3701-558.49-30	Software Maintenance	4,882	-	-
Total General Services		1,013,447	1,357,415	1,179,311
Building Codes				
001-3702-524.10-01	Salaries-Regular	603,648	638,221	672,747
001-3702-524.10-05	Salaries-Overtime	728	13,000	13,000
001-3702-524.10-06	Salaries-Part-Time	-	6,200	6,200
001-3702-524.20-01	Employer Paid Benefits	260,495	292,372	293,703
001-3702-524.31-01	Office & Operating Supply	8,137	22,750	22,750
001-3702-524.41-01	Prof. Svc-Other	83,595	55,000	55,000
001-3702-524.41-35	Prof Svc-Hazard Abatement	1,191	5,000	5,000
001-3702-524.42-01	Telecommunications	2,592	2,400	4,800
001-3702-524.43-01	Transportation/Per Diem	4,881	3,100	5,000
001-3702-524.43-02	Dues, Subscriptions, Publ	7,550	11,715	11,715
001-3702-524.43-03	Registrations	1,719	4,000	4,500
001-3702-524.45-01	Equipment Rental	25,272	26,433	24,463
001-3702-524.49-02	Printing & Binding	24	800	800
Total Building Codes		999,832	1,080,991	1,119,678

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Community and Economic Development				
Hearings Examiner				
001-3703-558.10-01	Salaries-Regular	35,992	37,237	41,105
001-3703-558.10-05	Salaries-Overtime	39	500	500
001-3703-558.20-01	Employer Paid Benefits	14,779	16,119	18,072
001-3703-558.31-01	Office & Operating Supply	-	2,500	2,500
001-3703-558.41-10	Prof/Hearings Examiner	43,313	36,000	36,000
001-3703-558.44-05	Adv/Public Hearings	-	1,500	1,500
Total Hearings Examiner		94,123	93,856	99,677
Total Community and Economic Development		2,107,402	2,532,262	2,398,666

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 12 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 2018. 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 **\$1,646,138**.

2018 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	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Public Works Water Resources Division				
General Services				
001-3801-532.10-01	Salaries-Regular	151,805	196,820	205,648
001-3801-532.10-05	Salaries-Overtime	1,190	-	-
001-3801-532.10-06	Salaries-Part-Time	344	-	-
001-3801-532.20-01	Employer Paid Benefits	56,205	83,117	88,374
001-3801-532.31-01	Office & Operating Supply	3,452	8,000	8,000
001-3801-532.31-02	Small Tools & Equipment	865	5,000	5,000
001-3801-532.31-17	Supplies-Uniform Purchase	340	500	500
001-3801-532.41-01	Prof. Svc-Other	157	1,500	1,500
001-3801-532.42-01	Telecommunications	979	800	800
001-3801-532.42-02	Communications-Postage	-	500	500
001-3801-532.43-01	Transportation/Per Diem	429	5,000	5,000
001-3801-532.43-02	Dues, Subscriptions, Publ	5,098	5,000	5,000
001-3801-532.43-03	Registrations	2,237	13,000	13,950
001-3801-532.45-01	Equipment Rental	14,099	15,669	12,372
001-3801-532.45-02	IMS Rental	30,192	35,558	36,421
001-3801-532.48-01	Rep & Maint-Equipment	-	350	350
001-3801-532.49-02	Printing & Binding	-	500	500
001-3801-532.49-03	Recording Fees	-	300	300
001-3801-532.49-30	Software Maintenance	12,557	17,200	21,100
Total General Services		279,949	388,814	405,315
Water Utility				
001-3803-532.10-01	Salaries-Regular	237,467	269,988	295,834
001-3803-532.10-05	Salaries-Overtime	317	5,200	5,200
001-3803-532.10-06	Salaries-Part-Time	17,698	20,580	20,580
001-3803-532.20-01	Employer Paid Benefits	110,742	118,838	144,522
Total Water Utility		366,224	414,606	466,136
Wastewater Utility				
001-3804-532.10-01	Salaries-Regular	63,300	72,140	74,930
001-3804-532.10-05	Salaries-Overtime	306	500	500
001-3804-532.10-06	Salaries-Part-Time	1,111	7,483	7,500
001-3804-532.20-01	Employer Paid Benefits	29,496	33,591	38,155
Total Wastewater Utility		94,213	113,714	121,085

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Public Works Water Resources Division				
Stormwater Utility				
001-3805-532.10-01	Salaries-Regular	157,350	199,171	204,503
001-3805-532.10-05	Salaries-Overtime	1,597	3,000	3,000
001-3805-532.10-06	Salaries-Part-Time	6,912	1,871	2,000
001-3805-532.20-01	Employer Paid Benefits	69,474	90,500	99,566
Total Stormwater Utility		235,333	294,542	309,069
Water Resources Projects				
001-3806-532.10-01	Salaries-Regular	211,198	205,157	238,354
001-3806-532.10-05	Salaries-Overtime	-	500	500
001-3806-532.10-06	Salaries-Part-Time	34	7,483	7,500
001-3806-532.20-01	Employer Paid Benefits	78,512	81,341	98,179
Total Water Resources Projects		289,744	294,481	344,533
Total Public Works Water Resources Division		1,265,463	1,506,157	1,646,138



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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 full time staff include the Director, one Athletics & Facilities Manager at the Regional Athletic Complex, three Department Assistants, five Recreation Supervisors, four Recreation Coordinators, one Recreation Assistant at the Lacey Community Center, one Park Aide at the RAC, and one Museum Curator. In addition, there are 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 2018 budget for Parks and Recreation is **\$2,774,299**. 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.

The City does not offer its own senior programs, but contributes the facility and financial support to Senior Services of South Sound, which provide a broad range of programs at the Virgil S. Clarkson Senior Center.

2018 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.
- 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. Make changes to the Long Lake Park swim area. Review lifeguard ratios.
- Physical Activities/Sports: Increase youth participation by offering new and additional classes/program/leagues. Add full time Recreation Coordinator position to assist with this.
- 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. Take on 3rd of July event, increase staff support as a result
- 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	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Parks and Recreation				
General Services				
001-7401-574.10-01	Salaries-Regular	98,440	137,632	143,126
001-7401-574.10-06	Salaries-Part-Time	3,688	104	104
001-7401-574.20-01	Employer Paid Benefits	40,831	56,178	52,909
001-7401-574.31-01	Office & Operating Supply	44	750	750
001-7401-574.31-02	Small Tools & Equipment	-	1,000	1,000
001-7401-574.35-35	Replaced Equipment	7,171	10,000	10,000
001-7401-574.41-01	Prof. Svc-Other	39,163	12,000	12,000
001-7401-574.41-40	Prof. Svc-Milfoil Project	550	1,250	1,250
001-7401-574.43-01	Transportation/Per Diem	-	78	78
001-7401-574.43-02	Dues, Subscriptions, Publ	977	1,177	1,177
001-7401-574.43-03	Registrations	40	650	650
001-7401-574.45-01	Equipment Rental	3,050	2,953	3,379
001-7401-574.45-02	IMS Rental	7,900	8,150	11,303
001-7401-574.48-01	Rep & Maint-Equipment	-	200	200
001-7401-574.49-25	Assessments/Taxes	17,158	19,178	19,178
001-7401-574.49-30	Software Maintenance	300	14,425	6,820
Total General Services		219,312	265,725	263,924
Youth/Teens				
001-7402-574.10-01	Salaries-Regular	121,190	123,961	128,189
001-7402-574.10-05	Salaries-Overtime	1,049	2,500	2,500
001-7402-574.10-06	Salaries-Part-Time	143,943	139,150	145,412
001-7402-574.20-01	Employer Paid Benefits	75,065	75,691	75,691
001-7402-574.20-03	Unemployment Compensation	11	-	-
001-7402-574.31-01	Office & Operating Supply	13,368	15,365	15,365
001-7402-574.31-02	Small Tools & Equipment	4,800	4,950	4,950
001-7402-574.41-01	Prof. Svc-Other	4,102	-	-
001-7402-574.41-11	Prof. Svc-Recreational	116,014	125,500	125,500
001-7402-574.45-05	Rentals-Other	45	-	-
001-7402-574.45-06	Rentals-School Facilities	5,235	5,500	5,500
001-7402-574.49-02	Printing & Binding	880	880	880
Total Youth/Teens		485,702	493,497	503,987
Recreation Administration				
001-7403-574.10-01	Salaries-Regular	155,371	185,189	174,975
001-7403-574.10-05	Salaries-Overtime	-	2,000	2,000

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Parks and Recreation				
Recreation Administration-Continued				
001-7403-574.10-06	Salaries-Part-Time	4,769	15,369	15,369
001-7403-574.20-01	Employer Paid Benefits	70,598	86,261	79,265
001-7403-574.31-01	Office & Operating Supply	5,216	6,500	6,500
001-7403-574.31-02	Small Tools & Equipment	92	500	500
001-7403-574.31-17	Supplies-Uniform Purchase	-	250	250
001-7403-574.41-01	Prof. Svc-Other	328	9,200	9,200
001-7403-574.41-37	Prof Svc-Sunshine Program	8,377	8,377	8,377
001-7403-574.42-01	Telecommunications	-	2,000	2,000
001-7403-574.42-03	Communications-Recreation	40,660	46,495	46,495
001-7403-574.43-01	Transportation/Per Diem	2,164	1,201	1,201
001-7403-574.43-02	Dues, Subscriptions, Publ	500	875	875
001-7403-574.43-03	Registrations	2,666	4,180	14,080
001-7403-574.44-02	Adv/Part-time Position	-	500	500
001-7403-574.45-01	Equipment Rental	25,643	24,816	28,407
001-7403-574.45-02	IMS Rental	23,247	23,982	33,259
001-7403-574.45-05	Rentals-Other	1,150	771	771
001-7403-574.49-02	Printing & Binding	-	2,700	2,700
001-7403-574.49-06	Maintenance Contracts	22,306	20,000	20,000
001-7403-574.49-25	Assessments/Taxes	11,577	17,000	17,000
001-7403-574.49-58	Misc-Scholarships	5,566	6,678	6,678
Total Recreation Administration		380,230	464,844	470,402
Aquatics				
001-7404-574.10-01	Salaries-Regular	125,616	130,219	136,089
001-7404-574.10-05	Salaries-Overtime	2,393	2,500	2,500
001-7404-574.10-06	Salaries-Part-Time	153,097	147,483	211,212
001-7404-574.20-01	Employer Paid Benefits	74,097	71,546	71,546
001-7404-574.20-03	Unemployment Compensation	10	-	-
001-7404-574.31-01	Office & Operating Supply	8,329	8,500	8,500
001-7404-574.31-02	Small Tools & Equipment	5,119	5,650	5,650
001-7404-574.41-11	Prof. Svc-Recreational	1,866	2,000	2,000
001-7404-574.42-01	Telecommunications	-	720	720
001-7404-574.43-01	Transportation/Per Diem	-	200	200
001-7404-574.43-03	Registrations	-	200	200

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Parks and Recreation				
Aquatics- Continued				
001-7404-574.45-09	North Thurston Pool Agree	95,873	108,000	105,000
001-7404-574.49-02	Printing & Binding	2,578	2,500	2,500
Total Aquatics		468,978	479,518	546,117
Physical Activities				
001-7405-574.10-01	Salaries-Regular	72,555	75,790	132,347
001-7405-574.10-05	Salaries-Overtime	37	1,100	1,100
001-7405-574.10-06	Salaries-Part-Time	27,098	51,500	71,522
001-7405-574.20-01	Employer Paid Benefits	40,937	44,619	65,079
001-7405-574.31-01	Office & Operating Supply	8,376	16,350	16,350
001-7405-574.31-02	Small Tools & Equipment	809	5,900	5,900
001-7405-574.41-11	Prof. Svc-Recreational	71,606	72,000	72,000
001-7405-574.45-05	Rentals-Other	13,743	13,000	13,000
001-7405-574.45-06	Rentals-School Facilities	42,173	42,000	42,000
001-7405-574.48-01	Rep & Maint-Equipment	-	600	600
001-7405-574.49-02	Printing & Binding	-	4,850	4,850
Total Physical Activities		277,334	327,709	424,748
Cultural Arts and Education				
001-7406-574.10-01	Salaries-Regular	20,301	20,828	21,538
001-7406-574.10-05	Salaries-Overtime	72	-	-
001-7406-574.10-06	Salaries-Part-Time	14,187	17,205	14,000
001-7406-574.20-01	Employer Paid Benefits	11,047	12,182	10,277
001-7406-574.31-01	Office & Operating Supply	1,560	2,820	2,820
001-7406-574.31-02	Small Tools & Equipment	629	1,000	1,000
001-7406-574.41-11	Prof. Svc-Recreational	28,138	35,065	35,000
001-7406-574.45-05	Rentals-Other	3,033	5,000	5,000
001-7406-574.45-06	Rentals-School Facilities	405	500	500
Total Cultural Arts and Education		79,372	94,600	90,135
Outdoor Activities				
001-7407-574.10-01	Salaries-Regular	15,285	15,683	16,218
001-7407-574.10-05	Salaries-Overtime	31	200	200
001-7407-574.10-06	Salaries-Part-Time	11,270	10,870	11,360
001-7407-574.20-01	Employer Paid Benefits	7,143	7,163	7,163

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Parks and Recreation				
Outdoor Activities-Continued				
001-7407-574.20-03	Unemployment Compensation	-	100	100
001-7407-574.31-01	Office & Operating Supply	2,546	2,840	2,840
001-7407-574.31-02	Small Tools & Equipment	270	300	300
001-7407-574.41-01	Prof. Svc-Other	1,682	10,550	-
001-7407-574.41-11	Prof. Svc-Recreational	18,012	16,625	18,305
Total Outdoor Activities		56,239	64,331	56,486
Fitness				
001-7408-574.10-01	Salaries-Regular	6,915	7,464	8,106
001-7408-574.10-05	Salaries-Overtime	2	105	105
001-7408-574.10-06	Salaries-Part-Time	3,532	5,329	5,329
001-7408-574.20-01	Employer Paid Benefits	3,457	3,996	3,514
001-7408-574.31-01	Office & Operating Supply	-	200	200
001-7408-574.31-02	Small Tools & Equipment	-	1,700	1,700
001-7408-574.41-01	Prof. Svc-Other	415	1,350	1,350
001-7408-574.41-11	Prof. Svc-Recreational	12,361	8,000	10,000
001-7408-574.45-05	Rentals-Other	770	1,900	1,900
001-7408-574.45-06	Rentals-School Facilities	454	500	500
Total Fitness		27,906	30,544	32,704
Special Events				
001-7409-574.10-01	Salaries-Regular	97,506	100,695	105,215
001-7409-574.10-05	Salaries-Overtime	280	-	-
001-7409-574.10-06	Salaries-Part-Time	13,756	20,834	17,575
001-7409-574.20-01	Employer Paid Benefits	43,091	46,036	47,116
001-7409-574.31-01	Office & Operating Supply	10,215	15,000	17,000
001-7409-574.31-02	Small Tools & Equipment	1,942	4,000	3,000
001-7409-574.41-11	Prof. Svc-Recreational	31,955	41,000	50,000
001-7409-574.44-06	Promotion - Events	10,710	10,200	10,200
001-7409-574.45-05	Rentals-Other	7,109	6,900	10,900
001-7409-574.45-06	Rentals-School Facilities	-	200	200
001-7409-574.48-01	Rep & Maint-Equipment	-	50	-
001-7409-574.49-02	Printing & Binding	2,248	2,000	2,000
Total Special Events		218,812	246,915	263,206

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Parks and Recreation				
Museum Operation				
001-7410-575.10-01	Salaries-Regular	58,485	60,006	62,053
001-7410-575.10-05	Salaries-Overtime	832	-	-
001-7410-575.10-06	Salaries-Part-Time	6,034	721	721
001-7410-575.20-01	Employer Paid Benefits	34,932	35,891	38,692
001-7410-575.31-01	Office & Operating Supply	900	1,623	1,623
001-7410-575.31-02	Small Tools & Equipment	5,185	1,762	1,762
001-7410-575.31-23	Supplies-Building Maint.	415	-	-
001-7410-575.41-01	Prof. Svc-Other	499	600	600
001-7410-575.41-31	Prof. Svc-Building Maint.	136	300	300
001-7410-575.42-01	Telecommunications	2,273	1,600	1,600
001-7410-575.43-01	Transportation/Per Diem	-	100	100
001-7410-575.43-02	Dues, Subscriptions, Publ	390	350	350
001-7410-575.43-03	Registrations	360	50	50
001-7410-575.45-02	IMS Rental	3,965	6,341	6,147
001-7410-575.45-05	Rentals-Other	307	1,205	1,205
001-7410-575.46-02	Insurance-Fire/Property	285	285	266
001-7410-575.47-01	Utility-Electric	630	800	800
001-7410-575.47-02	Utility-City of Lacey	738	650	650
001-7410-575.47-03	Utility-Natural Gas	1,108	1,649	1,649
001-7410-575.48-03	Rep & Maint-Facilities	898	-	-
001-7410-575.49-02	Printing & Binding	51	90	90
001-7410-575.49-06	Maintenance Contracts	1,530	1,800	1,800
001-7410-575.49-23	Custodial	-	910	910
001-7410-575.49-30	Software Maintenance	-	1,222	1,222
Total Museum Operation		119,953	117,955	122,590
Total Parks and Recreation		2,333,838	2,585,638	2,774,299

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Other Operating Expense				
Other Operating Expense				
001-7501-508.90-00	Unassigned Funds	-	395,775	395,775
001-7501-597.02-01	Transfer Out 301 Fund	-	627,317	135,532
001-7501-597.02-09	Transfer Out 101 Fund	-	48,000	-
001-7501-597.02-10	Transfer Out 307 Fund	-	150,000	-
001-7501-597.10-04	Transfer Out-Util. Tax	3,339,787	3,424,984	3,870,688
001-7501-597.11-02	Transfer Out 302 Fund	-	248,079	1,218,380
001-7501-597.12-00	Transfer Out-WA Fireflow	601,250	746,192	803,519
001-7501-597.13-00	Transfer Out 201 Fund	1,485,000	-	-
Total Other Operating Expenses		5,426,037	5,640,347	6,423,894
Total Current Expense Fund Expenditures		38,223,253	37,075,929	38,890,228



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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 2018 is **\$844,719**. This budget amount maintains the current level of staffing and services.

2018 PROGRAMS, GOALS AND PRIORITIES

- Continue enhancement of the department's policing philosophies.

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Criminal Justice Fund - Revenues</i>				
Revenues				
003-0000-313.70-00	Sales Tax-Crim/Justice	795,249	725,000	775,000
003-0000-336.06-21	Criminal Justice - Pop	12,907	14,737	15,097
003-0000-336.06-26	Special Programs	47,000	49,442	51,622
003-0000-336.06-51	DUI/Other Criminal Asst	7,200	-	-
003-0000-361.11-00	Investment Interest	4,649	3,000	3,000
Total Criminal Justice Fund Revenues		867,005	792,179	844,719

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Criminal Justice Fund - Expenditures</i>				
Police				
Investigation and Apprehension				
003-2106-521.10-01	Salaries-Regular	945,696	545,424	590,083
003-2106-521.10-05	Salaries-Overtime	85,943	26,650	26,650
003-2106-521.20-01	Employer Paid Benefits	330,210	175,323	183,058
003-2106-521.20-03	Unemployment Compensation	6,753	-	-
003-2106-521.31-01	Office & Operating Supply	3,151	4,725	4,725
003-2106-521.31-02	Small Tools & Equipment	3,007	4,100	4,100
003-2106-521.31-09	Supplies-Bike Patrol	238	2,000	2,000
003-2106-521.31-17	Supplies-Uniform Purchase	-	3,365	3,365
003-2106-521.41-01	Prof. Svc-Other	-	1,620	1,620
003-2106-521.45-01	Equipment Rental	24,077	23,402	23,548
003-2106-521.48-01	Rep & Maint-Equipment	-	500	500
003-2106-521.49-10	Uniform Contract/Cleaning	1,756	2,370	2,370
003-2106-521.49-30	Software Maintenance	-	2,700	2,700
Total Criminal Justice Fund Expenditures		1,400,831	792,179	844,719



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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 5,344 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 2018 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 2018 the operating budget will be **\$562,614**.

2018 PROGRAMS, GOALS AND PRIORITIES

- 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	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Community Buildings Fund - Revenues</i>				
Revenues				
005-0000-308.00-00	Estimated Beginning Cash	-	4,792	-
005-0000-311.10-00	Property Taxes-Current	280,783	297,743	316,614
005-0000-341.54-00	NSF Fees	20	-	-
005-0000-348.94-00	Parks & Recreation Serv.	5,557	4,000	4,000
005-0000-361.11-00	Investment Interest	3,347	2,750	5,000
005-0000-362.40-10	Rentals - Community Ctr.	197,476	200,000	200,000
005-0000-362.40-20	Rentals - Jacob Smith Fac	39,000	37,000	37,000
Total Community Buildings Fund Revenue		526,183	546,285	562,614

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Community Buildings Fund - Expenditures</i>				
Parks and Recreation				
Community Center				
005-7601-575.10-01	Salaries-Regular	96,625	99,382	107,672
005-7601-575.10-06	Salaries-Part-Time	20,856	20,000	22,000
005-7601-575.20-01	Employer Paid Benefits	50,429	49,957	51,920
005-7601-575.31-01	Office & Operating Supply	1,435	2,000	2,000
005-7601-575.31-02	Small Tools & Equipment	1,929	2,500	2,500
005-7601-575.31-17	Supplies-Uniform Purchase	-	600	600
005-7601-575.41-01	Prof. Svc-Other	9,822	12,400	12,400
005-7601-575.42-01	Telecommunications	3,673	5,000	5,000
005-7601-575.45-02	IMS Rental	7,898	9,077	5,908
005-7601-575.45-03	Copier Rental	338	500	500
005-7601-575.46-01	Insurance-Liability	4,763	5,147	5,038
005-7601-575.46-02	Insurance-Fire/Property	3,453	3,453	2,293
005-7601-575.46-06	AWC-L & I Pool	448	393	1,500
005-7601-575.47-01	Utility-Electric	14,642	18,200	18,200
005-7601-575.47-02	Utility-City of Lacey	11,019	9,000	9,000
005-7601-575.47-03	Utility-Natural Gas	4,204	7,800	7,800
005-7601-575.47-07	Utility-Solid Waste	8,358	8,500	8,500
005-7601-575.48-01	Rep & Maint-Equipment	-	1,000	1,000
005-7601-575.49-06	Maintenance Contracts	-	500	500
005-7601-575.49-23	Custodial	4,240	6,000	5,000
005-7601-575.49-25	Assessments/Taxes	3,379	3,600	3,600
Total Community Center		247,511	265,009	272,931
Jacob Smith Facility				
005-7602-575.10-01	Salaries-Regular	30,221	28,182	30,294
005-7602-575.10-06	Salaries-Part-Time	6,355	8,040	8,040
005-7602-575.20-01	Employer Paid Benefits	14,940	14,129	14,230
005-7602-575.31-01	Office & Operating Supply	450	1,250	1,250
005-7602-575.31-02	Small Tools & Equipment	655	1,500	1,500
005-7602-575.41-01	Prof. Svc-Other	8,622	8,650	8,650
005-7602-575.42-01	Telecommunications	1,668	1,750	3,200
005-7602-575.45-02	IMS Rental	3,611	3,733	3,600
005-7602-575.46-02	Insurance-Fire/Property	457	457	434
005-7602-575.47-01	Utility-Electric	1,045	2,000	2,000
005-7602-575.47-02	Utility-City of Lacey	7,312	6,500	7,250
005-7602-575.47-03	Utility-Natural Gas	1,021	2,000	2,000

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Community Buildings Fund - Expenditures</i>				
Parks and Recreation				
Jacob Smith Facility-Continued				
005-7602-575.48-01	Rep & Maint-Equipment	220	400	400
005-7602-575.48-03	Rep & Maint-Facilities	200	500	500
005-7602-575.48-10	Rep & Maint-Equip-Grnds	-	1,000	1,000
005-7602-575.49-06	Maintenance Contracts	2,127	2,400	2,400
005-7602-575.49-23	Custodial	4,360	5,000	5,000
005-7602-575.60-01	Capital Outlays-Equipment	-	4,792	-
Total Jacob Smith Facility		83,264	92,283	91,748
Senior Center				
005-7603-555.31-01	Office & Operating Supply	-	600	600
005-7603-555.46-02	Insurance-Fire/Property	4,062	4,062	3,876
005-7603-555.47-01	Utility-Electric	10,167	16,000	16,000
005-7603-555.47-02	Utility-City of Lacey	2,388	2,200	2,200
005-7603-555.47-03	Utility-Natural Gas	3,163	4,500	4,500
005-7603-555.48-01	Rep & Maint-Equipment	-	1,250	1,250
005-7603-555.49-06	Maintenance Contracts	391	450	450
Total Senior Center		20,171	29,062	28,876
Museum Building				
005-7604-575.31-01	Office & Operating Supply	-	1,000	1,000
005-7604-575.46-02	Insurance-Fire/Property	-	2,000	1,128
005-7604-575.47-01	Utility-Electric	-	7,500	7,500
005-7604-575.47-02	Utility-City of Lacey	-	1,500	1,500
005-7604-575.47-03	Utility-Natural Gas	-	3,000	3,000
005-7604-575.48-03	Rep & Maint-Facilities	-	2,500	2,500
005-7604-575.49-06	Maintenance Contracts	-	500	500
Total Museum Building		-	18,000	17,128
Community Center Facility Maintenance				
005-7611-575.31-23	Supplies-Building Maint.	7,880	5,041	5,041
005-7611-575.31-24	Small Tools & Equip-Bldg	-	200	200
005-7611-575.31-29	Supplies-Grounds Maint.	1,261	1,000	1,000
005-7611-575.41-31	Prof. Svc-Building Maint.	-	5,100	5,100
005-7611-575.48-01	Rep & Maint-Equipment	705	103	103
005-7611-575.48-03	Rep & Maint-Facilities	3,179	4,750	14,750

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Community Buildings Fund - Expenditures</i>				
Parks and Recreation				
Community Center Facility Maintenance-Continued				
005-7611-575.48-10	Rep & Maint-Equip-Grnds	-	200	200
005-7611-575.49-06	Maintenance Contracts	9,461	7,694	7,694
005-7611-575.49-23	Custodial	30,890	41,803	41,803
Total Community Center Facility Maintenance		53,376	65,891	75,891
Jacob Smith Facility Maintenance				
005-7612-575.31-23	Supplies-Building Maint.	614	875	875
005-7612-575.31-29	Supplies-Grounds Maint.	1,759	1,750	1,750
005-7612-575.41-31	Prof. Svc-Building Maint.	-	2,018	2,018
005-7612-575.41-39	Prof. Svc-Tree Evaluation	275	250	250
005-7612-575.48-01	Rep & Maint-Equipment	176	250	250
005-7612-575.48-03	Rep & Maint-Facilities	1,698	750	750
005-7612-575.48-10	Rep & Maint-Equip-Grnds	185	200	200
005-7612-575.49-06	Maintenance Contracts	967	3,780	3,780
Total Community Center Facility Maintenance		5,674	9,873	9,873
Senior Center Facility Maintenance				
005-7613-555.31-23	Supplies-Building Maint.	5,634	1,126	1,126
005-7613-555.31-24	Small Tools & Equip-Bldg	-	200	200
005-7613-555.31-29	Supplies-Grounds Maint.	1,097	1,000	1,000
005-7613-555.41-31	Prof. Svc-Building Maint.	1,253	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	826	250	250
005-7613-555.48-03	Rep & Maint-Facilities	11,337	9,500	9,500
005-7613-555.48-10	Rep & Maint-Equip-Grnds	300	300	300
005-7613-555.49-06	Maintenance Contracts	9,792	8,000	8,000
005-7613-555.49-23	Custodial	23,676	40,791	40,791
Total Senior Center Facility Maintenance		53,915	66,167	66,167
Total Community Buildings Fund Expenditures		463,911	546,285	562,614



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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 four (4) full-time maintenance personnel and seasonal staff maintain the 68 acre site as well as a full time Athletics & Facilities 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 ensure fiscal sustainability of the RAC.

BUDGET SUMMARY

The 2018 budget of **\$1,147,276** 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.

2018 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	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Regional Athletic Complex - Revenues</i>				
Revenues				
007-0000-337.16-00	Thurs Cty Lodging Tax	1,317	-	-
007-0000-338.10-10	Capital Area - PFD	200,000	200,000	200,000
007-0000-347.40-00	Event Admissions Fee	2,724	8,000	-
007-0000-347.60-50	Physical Activities Prog	7,847	8,000	8,000
007-0000-347.60-90	Special Events Program	-	10,000	-
007-0000-347.62-00	Shelter Fees	11,812	10,000	12,000
007-0000-347.65-00	Field Use Fees	329,705	315,000	330,000
007-0000-347.68-00	League Fees	62,820	60,000	60,000
007-0000-361.11-00	Investment Interest	2,329	2,250	4,500
007-0000-362.30-10	RV-Parking	1,638	2,000	2,000
007-0000-362.50-10	Lease - Consessionaire	20,000	20,000	20,000
007-0000-367.10-04	Cont.-Parks Sponsor/Event	12,025	14,000	14,000
007-0000-397.10-01	Transfer In 303 Fund	249,626	270,515	331,276
007-0000-397.10-02	Transfer In 109 Fund	150,000	150,000	165,500
Total Regional Athletic Complex Fund Revenues		1,051,843	1,069,765	1,147,276

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Regional Athletic Complex - Expenditures</i>				
Regional Athletic Complex				
Regional Athletic Complex Maintenance				
007-3305-576.10-01	Salaries-Regular	182,135	187,765	216,680
007-3305-576.10-05	Salaries-Overtime	2,868	2,563	2,563
007-3305-576.10-06	Salaries-Part-Time	97,347	81,066	81,735
007-3305-576.20-01	Employer Paid Benefits	114,118	102,403	113,662
007-3305-576.20-03	Unemployment Compensation	3,634	-	-
007-3305-576.31-01	Office & Operating Supply	88,165	110,000	110,000
007-3305-576.31-02	Small Tools & Equipment	4,786	4,923	4,923
007-3305-576.31-17	Supplies-Uniform Purchase	1,750	2,000	2,000
007-3305-576.34-01	Fuel	3,857	25,000	25,000
007-3305-576.41-01	Prof. Svc-Other	6,148	18,000	18,000
007-3305-576.42-01	Telecommunications	4,850	3,000	3,000
007-3305-576.43-02	Dues, Subscriptions, Publ	165	-	-
007-3305-576.43-03	Registrations	565	-	-
007-3305-576.45-01	Equipment Rental	88,921	75,869	74,076
007-3305-576.45-02	IMS Rental	4,253	4,670	4,996
007-3305-576.45-05	Rentals-Other	126	5,000	5,000
007-3305-576.46-01	Insurance-Liability	8,959	9,682	9,477
007-3305-576.46-02	Insurance-Fire/Property	9,770	9,770	8,586
007-3305-576.46-06	AWC L & I POOL	1,158	1,015	1,015
007-3305-576.47-01	Utility-Electric	79,012	80,000	80,000
007-3305-576.47-02	Utility-City of Lacey	60,367	82,000	82,000
007-3305-576.47-07	Utility-Solid Waste	12,869	12,000	12,000
007-3305-576.48-01	Rep & Maint-Equipment	3,077	3,500	3,500
007-3305-576.48-03	Rep & Maint-Facilities	13,188	3,500	3,500
007-3305-576.49-25	Assessments/Taxes	11,201	11,000	11,000
Total Regional Athletic Complex Maintenance		803,289	834,726	872,713
Regional Athletic Complex General Services				
007-7401-576.10-01	Salaries-Regular	85,987	86,911	104,365
007-7401-576.10-05	Salaries-Overtime	101	-	-
007-7401-576.10-06	Salaries-Part-Time	23,068	24,000	34,242
007-7401-576.20-01	Employer Paid Benefits	37,667	36,793	54,462
007-7401-576.20-03	Unemployment Compensation	-	500	500
007-7401-576.31-01	Office & Operating Supply	3,293	14,000	14,000
007-7401-576.31-02	Small Tools & Equipment	4,050	8,000	8,000

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Regional Athletic Complex - Expenditures</i>				
Regional Athletic Complex				
Regional Athletic Complex General Services-Continued				
007-7401-576.31-17	Supplies-Uniform Purchase	-	500	500
007-7401-576.41-01	Prof. Svc-Other	30,218	20,000	20,000
007-7401-576.41-11	Prof. Svc - Recreation	725	25,000	20,000
007-7401-576.43-01	Transportation/Per Diem	1,573	1,000	1,500
007-7401-576.43-02	Dues, Subscriptions, Publ	81	120	120
007-7401-576.43-03	Registrations	-	500	800
007-7401-576.45-02	IMS Rental	9,646	9,665	8,024
007-7401-576.45-05	Rentals-Other	-	500	500
007-7401-576.49-02	Printing & Binding	213	-	-
007-7401-576.49-06	Maintenance Contracts	-	550	550
007-7401-576.49-25	Assessments/Taxes	5,983	7,000	7,000
Total Regional Athletic Complex General Services		202,605	235,039	274,563
Total Regional Athletic Complex Fund Expenditures		1,005,894	1,069,765	1,147,276

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 installation 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 2018 budget for the Transportation Maintenance Division is **\$3,509,707**. In addition to the general operating revenue, the City Street Fund receives State Fuel Tax revenue to partially offset the cost of street maintenance.

2018 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	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>City Street Fund - Revenues</i>				
Revenues				
101-0000-308.00-00	Estimated Beginning Cash	-	139,026	-
101-0000-336.71-00	Multimodal Transpo City	32,221	-	-
101-0000-336.87-00	Motor Vehicle Fuel Tax	658,298	704,888	720,760
101-0000-338.36-00	Signal Maintenance	30,880	23,000	23,000
101-0000-344.81-00	New Development Signage	9,872	5,000	5,000
101-0000-345.83-01	Plan Check Fees	20,993	-	6,500
101-0000-345.83-02	Inspection Services	20,725	-	7,500
101-0000-348.95-20	Engineering Svc - Transp	-	2,500	-
101-0000-361.11-00	Investment Interest	5,073	3,500	7,000
101-0000-367.10-01	Contributions-General	82,000	-	-
101-0000-369.10-00	Sale of Scrap & Surplus	1,751	1,000	1,000
101-0000-369.40-00	Court Fees /Judgments	48,110	-	-
101-0000-369.90-00	Other Misc Revenue	726	-	-
101-0000-397.10-04	Transfer In - Utility Tax	2,233,098	2,407,268	2,538,947
101-0000-397.10-11	Transfer In 102 Fund	-	200,000	200,000
101-0000-397.10-12	Transfer In 001,003,005	-	48,000	-
Total Public Works City Street Fund Revenues		3,143,747	3,534,182	3,509,707

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>City Street Fund - Expenditures</i>				
Public Works Street Division				
General Services				
101-4201-543.10-01	Salaries-Regular	249,940	255,301	272,246
101-4201-543.10-05	Salaries-Overtime	4,660	2,200	2,200
101-4201-543.10-06	Salaries-Part-Time	5,745	12,454	24,264
101-4201-543.20-01	Employer Paid Benefits	101,462	102,875	110,090
101-4201-543.20-03	Unemployment Compensation	8,496	20,000	20,000
101-4201-543.31-01	Office & Operating Supply	3,383	3,433	3,433
101-4201-543.31-02	Small Tools & Equipment	303	1,000	1,000
101-4201-543.31-17	Supplies-Uniform Purchase	1,396	3,500	3,500
101-4201-543.41-01	Prof. Svc-Other	319	481	481
101-4201-543.42-01	Telecommunications	3,208	2,258	2,258
101-4201-543.43-01	Transportation/Per Diem	519	1,815	1,815
101-4201-543.43-02	Dues, Subscriptions, Publ	385	552	552
101-4201-543.43-03	Registrations	616	500	1,450
101-4201-543.45-01	Equipment Rental	8,268	9,067	9,304
101-4201-543.45-02	IMS Rental	23,016	23,094	19,339
101-4201-543.45-03	Copier Rental	925	926	926
101-4201-543.46-01	Insurance-Liability	21,995	23,770	23,266
101-4201-543.46-02	Insurance-Fire / Property	639	639	1,219
101-4201-543.46-06	AWC-L & I Pool	2,375	2,081	2,081
101-4201-543.47-01	Utility-Electric	6,030	9,090	9,090
101-4201-543.47-02	Utility-City of Lacey	290	1,586	1,586
101-4201-543.47-03	Utility-Natural Gas	490	2,085	2,085
101-4201-543.47-07	Utility-Solid Waste	3,444	3,185	3,185
101-4201-543.48-01	Rep & Maint-Equipment	40	1,027	1,027
101-4201-543.48-03	Rep & Maint-Facilities	436	-	-
101-4201-543.49-06	Maintenance Contracts	1,965	1,891	1,891
101-4201-543.49-10	Uniform Contract/Cleaning	76	-	-
101-4201-543.49-23	Custodial	2,140	5,689	5,689
101-4201-543.49-25	Assessments/Taxes	354	2,900	2,900
101-4201-543.49-27	Bad Debt Expense	1,806	8,785	8,785
101-4201-543.49-35	CDL-Physicals/Licenses	901	600	600
101-4201-597.11-01	Transfer Out 001 Fund	500,000	-	-
Total General Services		955,622	502,784	536,262

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>City Street Fund - Expenditures</i>				
Public Works Street Division				
Street Lighting				
101-4204-542.10-01	Salaries-Regular	72,877	70,618	102,067
101-4204-542.10-05	Salaries-Overtime	792	500	500
101-4204-542.10-06	Salaries-Part-Time	14,496	6,276	6,276
101-4204-542.20-01	Employer Paid Benefits	36,415	34,246	53,475
101-4204-542.31-17	Supplies-Uniform Purchase	1,329	1,450	1,450
101-4204-542.32-01	Electrical Supplies	172,774	345,613	219,500
101-4204-542.33-01	Small Tools-Electrical	1,512	2,000	2,000
101-4204-542.41-13	Prof. Svc-Electrical	730	-	-
101-4204-542.41-32	Prof. Svc-Utility Locates	-	340	340
101-4204-542.43-03	Registrations	147	1,500	1,500
101-4204-542.45-01	Equipment Rental	20,670	22,662	23,269
101-4204-542.47-01	Utility-Electric	471,862	613,000	613,000
Total Street Lighting		793,604	1,098,205	1,023,377
Street Signs & Markers				
101-4205-542.10-01	Salaries-Regular	145,543	157,377	160,702
101-4205-542.10-05	Salaries-Overtime	3,993	790	790
101-4205-542.10-06	Salaries-Part-Time	28,886	36,565	36,565
101-4205-542.20-01	Employer Paid Benefits	71,273	73,031	77,109
101-4205-542.31-01	Office & Operating Supply	3,171	(500)	3,000
101-4205-542.31-02	Small Tools & Equipment	583	7,468	1,450
101-4205-542.31-27	Software Upgrade	-	1,075	1,075
101-4205-542.31-31	Supplies-City Projects	2,204	2,000	2,950
101-4205-542.31-32	Sign Making Supplies	35,521	27,750	28,700
101-4205-542.31-34	Road Marking Supplies	59,405	62,532	66,000
101-4205-542.32-01	Electrical Supplies	54	-	-
101-4205-542.41-01	Prof. Svc-Other	45,315	40,433	41,400
101-4205-542.41-32	Prof. Svc-Utility Locates	-	50	50
101-4205-542.43-03	Registrations	-	1,500	1,500
101-4205-542.45-01	Equipment Rental	22,736	24,928	25,596
Total Street Signs & Markers		418,684	434,999	446,887
Snow & Ice Removal				
101-4206-542.10-01	Salaries-Regular	25,057	15,098	20,248
101-4206-542.10-05	Salaries-Overtime	926	3,500	3,500
101-4206-542.10-06	Salaries-Part-Time	995	-	-

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>City Street Fund - Expenditures</i>				
Public Works Street Division				
Snow & Ice Removal-Continued				
101-4206-542.20-01	Employer Paid Benefits	12,665	7,764	10,249
101-4206-542.31-01	Office & Operating Supply	9,675	10,000	10,000
101-4206-542.31-02	Small Tools & Equipment	53	-	-
101-4206-542.45-01	Equipment Rental	20,670	22,662	23,269
101-4206-542.60-03	Capital Outlays-Improv	11,595	-	-
Total Snow & Ice Removal		81,636	59,024	67,266
Street Cleaning				
101-4207-542.10-01	Salaries-Regular	3,406	3,804	3,808
101-4207-542.10-05	Salaries-Overtime	10	300	300
101-4207-542.20-01	Employer Paid Benefits	1,901	1,686	1,829
101-4207-542.31-01	Office & Operating Supply	335	600	600
Total Street Cleaning		5,652	6,390	6,537
Roadside Maintenance				
101-4208-542.10-01	Salaries-Regular	105,047	90,740	107,906
101-4208-542.10-05	Salaries-Overtime	479	200	200
101-4208-542.10-06	Salaries-Part-Time	19,819	17,149	17,149
101-4208-542.20-01	Employer Paid Benefits	59,068	49,251	59,905
101-4208-542.31-01	Office & Operating Supply	9,639	27,900	12,900
101-4208-542.31-02	Small Tools & Equipment	2,031	2,000	3,000
101-4208-542.34-01	Fuel	1,349	1,750	1,750
101-4208-542.41-01	Prof. Svc-Other	973	9,913	6,000
101-4208-542.41-16	Prof. Svc-Parks	342,246	321,849	334,327
101-4208-542.41-47	Prof. Svc-Tree Inspection	-	19,000	2,000
101-4208-542.45-01	Equipment Rental	49,607	54,388	55,845
Total Roadside Maintenance		590,258	594,140	600,982
Roadway Maintenance				
101-4209-542.10-01	Salaries-Regular	56,784	81,632	73,174
101-4209-542.10-05	Salaries-Overtime	336	400	400
101-4209-542.10-06	Salaries-Part-Time	18,454	22,865	22,865
101-4209-542.20-01	Employer Paid Benefits	33,216	43,986	40,371
101-4209-542.20-03	Unemployment Compensation	-	60	60
101-4209-542.31-01	Office & Operating Supply	16,756	22,000	22,000
101-4209-542.31-02	Small Tools & Equipment	813	-	-

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>City Street Fund - Expenditures</i>				
Public Works Street Division				
Roadway Maintenance-Continued				
101-4209-542.41-01	Prof. Svc-Other	13,084	21,000	21,000
101-4209-542.43-03	Registrations	-	3,000	3,000
101-4209-542.45-01	Equipment Rental	53,741	58,920	60,498
101-4209-542.45-05	Rentals-Other	11,000	11,000	11,000
101-4209-542.48-15	Rep & Maint-Grounds	-	12,000	12,000
Total Roadway Maintenance		204,184	276,863	266,368
Sidewalk Maintenance				
101-4210-542.10-01	Salaries-Regular	48,958	63,861	55,359
101-4210-542.10-05	Salaries-Overtime	2,453	100	100
101-4210-542.10-06	Salaries-Part-Time	9,429	14,219	14,219
101-4210-542.20-01	Employer Paid Benefits	27,481	32,913	29,035
101-4210-542.31-01	Office & Operating Supply	1,119	49,000	2,000
101-4210-542.31-02	Small Tools & Equipment	984	500	4,500
101-4210-542.41-01	Prof. Svc-Other	55,320	53,000	55,000
101-4210-542.45-01	Equipment Rental	8,268	9,064	9,307
Total Sidewalk Maintenance		154,012	222,657	169,520
Traffic Control Device/Electrical				
101-4211-542.10-01	Salaries-Regular	54,405	66,301	83,236
101-4211-542.10-05	Salaries-Overtime	2,454	200	200
101-4211-542.10-06	Salaries-Part-Time	4,174	13,808	13,808
101-4211-542.20-01	Employer Paid Benefits	24,997	31,962	41,529
101-4211-542.32-01	Electrical Supplies	23,933	27,572	27,572
101-4211-542.33-01	Small Tools-Electrical	1,227	1,000	2,000
101-4211-542.41-01	Prof. Svc-Other	-	2,000	1,000
101-4211-542.41-32	Prof. Svc-Utility Locates	-	250	250
101-4211-542.42-01	Telecommunications	15,934	5,660	5,660
101-4211-542.45-01	Equipment Rental	22,735	24,928	25,596
101-4211-542.47-01	Utility-Electric	69,240	80,000	80,000
Total Traffic Control Device/Electrical		219,099	253,681	280,851
Electrical Other				
101-4212-543.10-01	Salaries-Regular	56,093	51,876	68,770
101-4212-543.10-05	Salaries-Overtime	62	500	500

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>City Street Fund - Expenditures</i>				
Public Works Street Division				
Electrical Other-Continued				
101-4212-543.10-06	Salaries-Part-Time	2,066	3,766	3,766
101-4212-543.20-01	Employer Paid Benefits	24,948	24,597	32,971
101-4212-543.31-01	Office & Operating Supply	682	500	500
101-4212-543.32-01	Electrical Supplies	9,018	3,700	4,650
101-4212-543.33-01	Small Tools-Electrical	447	500	500
Total Electrical Other		93,316	85,439	111,657
Total Public Works City Street Fund Expenditures		3,516,067	3,534,182	3,509,707



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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 2018, budgeted expenditures are **\$9,257,604**.

2018 PROGRAMS, GOALS AND PRIORITIES

- College Street & 22nd Avenue Roundabout
- Hogum Bay Road Improvements
- Hawks Prairie Road/Marvin Road Roundabout Design
- LED Street Lighting
- Ruddell Road Sidewalk/Retaining Walls
- Citywide Pedestrian Crossings
- Marvin Road Improvements Public/Private Partnership
- Miscellaneous 2018 Minor Projects

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Arterial Street Fund - Revenues</i>				
Arterial Streets				
102-0000-308.00-00	Estimated Beginning Cash	-	2,681,286	1,102,842
102-0000-317.34-00	Real Estate Excise Tax 1	2,536,111	1,850,000	1,850,000
102-0000-333.20-20	20.205 Highway Planning	285,966	-	-
102-0000-334.03-61	WADOT	361,475	1,103,000	2,440,459
102-0000-334.03-80	03.8x Trans Improv Board	891,808	3,294,685	2,036,869
102-0000-336.71-00	Multimodal Transpo City	15,066	-	-
102-0000-336.88-00	Motor Vehicle Fuel Tax	307,799	329,582	337,004
102-0000-336.89-00	MVA Transpo City	27,607	49,917	68,667
102-0000-339.22-02	DOT/ Hwy Planning & Const	-	143,550	538,256
102-0000-344.85-00	Mitigation/Impact Fees	871,193	1,058,979	633,507
102-0000-361.11-00	Investment Interest	81,293	50,000	175,000
102-0000-362.60-10	Lease - Rental House	47,540	22,320	50,000
102-0000-367.27-00	Developer Contribution	-	148,784	25,000
102-0000-369.90-00	Other Misc Revenue	3,619	-	-
Total Public Works Arterial Street Fund Revenues		5,429,477	10,732,103	9,257,604

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Arterial Street Fund - Expenditures</i>				
Public Works Arterial Streets				
Street and Transportation Improvements				
102-4101-595.90-01	Preliminary Engineering	226,085	410,000	211,378
102-4101-595.90-02	Right of Way	610,537	343,000	690,000
102-4101-595.90-03	Road Way	2,010,674	8,507,905	7,082,759
102-4101-595.90-05	Construction Engineering	251,154	958,598	893,467
102-4101-595.90-09	Traffic Control Devices	58,002	-	-
102-4101-595.90-11	Const Admin & Fac Maint	20,182	-	-
102-4101-595.90-13	Side Walks-ADA	-	50,000	50,000
102-4101-595.90-14	Signal Timing	-	30,000	15,000
102-4101-595.90-15	Pavement Mgmt System	60,696	65,000	65,000
102-4101-595.90-16	Pavement Restoration/PMS	-	50,000	50,000
102-4101-597.02-09	Transfer Out 101 Fund	-	200,000	200,000
102-4101-597.11-01	Transfer Out 001 Fund	-	117,600	-
Total Public Works Arterial Street Fund Expenditures		3,237,330	10,732,103	9,257,604



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TRANSPORTATION BENEFIT DISTRICT FUND

The Transportation Benefit District fund is established to manage revenues and expenditures directly related to the operation of the Transportation Benefit District (TBD).

The District was created in February 2017 by Special Public Election requiring a simple majority vote:

- The TBD revenue is generated by a 0.2% Sales Tax Increase.
- The fund as has a sunset of 10 years after enactment.
- Anticipated Revenues from the Fund range from \$1,600,000 to \$1,800,000 annually.

The City will use the money for street and sidewalk reconstruction and repair to help prevent full-scale, costly reconstruction later. To minimize costs, proper street maintenance much be completed at the appropriate time. The longer maintenance is postponed, the more expensive repairs become. For example, delaying maintenance could advance the type of repair from a simple overlay, to a complete street reconstruction.

BUDGET SUMMARY

For 2018 the operating budget will be **\$2,121,448**.

2018 PROJECTS, GOALS AND PRIORITIES

Repair the following streets:

- Golf Club Rd
- Lacey Blvd
- 14th Ave, 17th Ave, 18th Ave, 19Ave, and 21st Ave
- Stikes Dr. and Stikes Loop

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Transportation Benefit District Fund - Revenues</i>				
Revenues				
103-0000-313.21-00	Sales Taxes -TBD	-	1,098,818	2,116,448
103-0000-361.11-00	Investment Interest	-	-	5,000
Total Transportation Benefit District Fund Revenues		-	1,098,818	2,121,448

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Transportation Benefit District Fund - Expenditures</i>				
Transportation Benefit District				
Transportation Improvements				
103-4301-508.30-00	Restricted Funds	-	998,818	121,448
103-4301-595.90-01	Preliminary Engineering	-	100,000	200,000
103-4301-595.90-03	Road Way	-	-	1,665,000
103-4301-595.90-05	Construction Engineering	-	-	135,000
Total Transportation Benefit District Fund Expenditures		-	1,098,818	2,121,448



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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 2018 are estimated at \$475,000. Expenditures of Lodging Tax dollars are limited to tourist promotion and for the acquisition and/or maintenance of tourism-related facilities. The budget is developed in concert with the Lodging Tax Advisory Committee.

Included in Contract Services expenditures are services performed by the Lacey Chamber of Commerce, Visitor and Convention Bureau, Washington Center for the Performing Arts, and publication of promotional materials. Community Events include Lacey Fun Fair, Jazz Festival, Summers End (classic car show), 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 2018 budget for the Lodging Tax Fund is **\$513,500**.

The Lodging Tax budget is divided into 2 categories:

- Contracted Services
- Performing Arts & Events

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Lodging Tax Fund - Revenues</i>				
Revenues				
109-0000-308.00-00	Estimated Beginning Cash	-	21,500	31,500
109-0000-313.30-00	Hotel/Motel Taxes	483,927	450,000	475,000
109-0000-361.11-00	Investment Interest	3,615	2,000	7,000
109-0000-369.90-02	Wayfinding Signs	364	-	-
Total Lodging Tax Fund Revenues		487,906	473,500	513,500

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Lodging Tax Fund - Expenditures</i>				
Council / Parks and Recreation				
Contracted Services				
109-0401-573.49-51	Promotion-Community Event	112,980	131,000	135,000
109-0401-575.49-33	Chamber of Commerce	26,396	40,000	57,000
109-0401-575.49-34	Washington Center	15,600	18,000	20,000
109-0401-575.49-38	Visitor/Convention Bureau	80,000	80,000	80,000
109-0401-597.10-08	Transfer Out 007 Fund	150,000	150,000	165,500
109-0401-597.11-01	Transfer Out 001 Fund	50,334	48,500	48,500
Total Contracted Services		435,310	467,500	506,000
Performing Arts & Parks Events				
109-0601-573.49-54	Concert Series/Events	4,497	6,000	7,500
Total Performing Arts & Parks Events		4,497	6,000	7,500
Total Lodging Tax Fund Expenditures		439,807	473,500	513,500



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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	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Community Development Block Grant Fund - Revenues</i>				
Revenues				
120-0000-361.11-00	Investment Interest	85	200	200
Total Community Development Block Grant Fund Revenues		55	200	200

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 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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HICKS LAKE MANAGEMENT DISTRICT

The Hicks Lake Management District fund is established to manage revenues and expenditures directly related to the operation of the Hicks Lake Management District.

The District was created in October 2015 in accordance with the following plan:

- Studying various lake water quality problems and possible solutions
- Controlling or removing invasive aquatic plants and vegetation, and
- Developing and implementing appropriate lake management and educational activities.

All of these plans are designed to avoid adverse impacts on fish and wildlife while enhancing the recreational uses of the lake. The Lake Management District will exist for thirty (30) years, unless dissolved earlier by the members of the district. Special assessments are imposed annually for the duration of the Hicks Lake Management District. The amount of money to be raised by special assessments is approximately \$51,000 per year.

BUDGET SUMMARY

For 2018 the operating budget will be **\$51,000**.

2018 PROJECTS, GOALS AND PRIORITIES

- Adopt a Lake Management Plan to control or remove invasive plants.
- Implement plan recommendations to remove or control undesired plant growth that impact use of the lake.
- Research and apply for grants that leverage the limited funds collected by the district to meet plan objectives.
- Conduct public outreach to educate citizens on methods to minimize detrimental impacts to the lake.

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Hicks Lake Management District Fund - Revenues</i>				
Revenues				
130-0000-368.50-10	Hicks LMD#1	-	51,000	51,000
130-0000-397.10-15	Transfer In 401 Fund	-	51,000	-
Total Hicks Lake Management Fund Revenues		-	102,000	51,000

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Hicks Lake Management District Fund - Expenditures</i>				
Hicks Lake Management				
General Services				
130-0401-553.41-70	Hicks Lake Mgmt Dist	-	102,000	51,000
Total Hicks Lake Management Fund Expenditures		-	102,000	51,000



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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

Non-property tax supported debt includes:

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

The total outstanding Unlimited General Obligation Tax support debt as of September 30, 2017 is \$7,040,000. The total outstanding Limited Tax General Obligation debt as of September 30, 2017 is \$5,065,000.

The total 2018 debt service budget is **\$1,696,126**

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>G. O. Bond Fund - Revenues</i>				
Revenues				
201-0000-311.10-00	Property Taxes-Current	1,088,017	1,116,626	1,124,726
201-0000-311.15-00	Property Taxes-Delinquent	7,171	15,000	7,500
201-0000-313.10-00	Sales Taxes	329,800	-	-
201-0000-361.11-00	Investment Interest	1,595	1,250	3,000
201-0000-397.10-05	Transfer In 307 Fund	573,150	569,900	560,900
201-0000-397.10-09	Transfer In 001 Fund	1,485,000	-	-
Total General Obligation Bond Fund Revenues		3,484,733	1,702,776	1,696,126

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 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	245,000	-	-
201-1904-591.70-17	2010 Refunding (2002 Fire)	365,000	380,000	390,000
201-1904-591.70-18	2012 Refunding(2003 Parks)	260,000	275,000	280,000
201-1904-591.70-19	2015 UTGO RFDG (06 Parks)	-	250,000	260,000
201-1904-592.80-13	Interest UTGO 2006	9,800	-	-
201-1904-592.80-17	Interest UTGO 2010 Refund	85,825	74,875	63,475
201-1904-592.80-18	Interest UTGO 2012 Refund	52,500	47,300	41,800
201-1904-592.80-19	2015 UTGO RFDG (06 Parks)	104,450	104,450	96,950
Total G.O. Debt Supported		1,122,575	1,131,625	1,132,225
L.T.G.O. & Loans				
201-1905-508.50-00	Assigned Funds	-	1,251	3,001
201-1905-591.70-14	Principal LTGO 2006	1,745,000	-	-
201-1905-591.70-16	Principal LTGO 2007	365,000	380,000	-
201-1905-591.70-20	2015 LTGO RFDG (07 RAC)	-	-	390,000
201-1905-592.80-14	Interest LTGO 2006	69,800	-	-
201-1905-592.80-16	Interest LTGO 2007	37,250	19,000	-
201-1905-592.80-20	2015 LTGO RFDG (07 RAC)	170,900	170,900	170,900
Total L.T.G.O. & Loans		2,387,950	571,151	563,901
Total General Obligation Bond Fund Expenditures		3,510,525	1,702,776	1,696,126



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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 2018 budget is **\$77,691**.

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>L.I.D. Bond Fund - Revenues</i>				
Revenues				
202-0000-361.11-00	Investment Interest	9,791	5,000	20,000
202-0000-361.55-06	Interest-LID 19	37,480	-	-
202-0000-366.10-10	Interest - (451) (ULID23)	20,582	20,291	19,186
202-0000-368.10-06	Principal-LID 19	478,184	-	-
202-0000-381.20-10	Loan Repayment 451 Fund	-	16,687	18,080
202-0000-397.11-50	Transfer In 450 Fund	20,425	19,350	20,425
Total L.I.D. Bond Fund Revenues		566,462	61,328	77,691

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>L.I.D. Bond Fund - Expenditures</i>				
L.I.D. Debt - Finance				
202-1906-508.50-00	Assigned Funds	-	61,328	77,691
Total L.I.D. Bond Fund Expenditures		-	61,328	77,691



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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.

BUDGET SUMMARY

The 2018 budget is **\$523,032**.

2018 PROGRAMS, GOALS AND PRIORITIES

- Fall Protection Maintenance Shop (Roof Anchors)
- Office Remodel (Community & Economic Development)
- Replace Transportation/Stormwater Building
- Permanent Generator Load Bank (City Hall)

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Building Improvement Fund - Revenues</i>				
Revenues				
301-0000-308.00-00	Estimated Beginning Cash	-	339,485	362,500
301-0000-334.04-22	Commerce/CSHD	46,843	-	-
301-0000-361.11-00	Investment Interest	16,626	12,500	25,000
301-0000-367.10-01	Contributions-General	500	-	-
301-0000-369.90-00	Other Misc Revenue	8,616	-	-
301-0000-397.01-00	Transfer In 302 Fund	-	47,057	-
301-0000-397.11-01	Transfer In 001,003,005	-	648,317	135,532
Total Building Improvement Fund Revenues		72,585	1,047,359	523,032

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Building Improvement Fund - Expenditures</i>				
City Facilities Development				
301-0101-508.90-00	Unassigned Funds	-	12,500	12,500
301-0101-514.60-02	Capital Outlay-Public Art	-	100,000	-
301-0101-514.60-03	Capital-Improvements	47,648	196,200	100,000
301-0101-514.60-04	Capital Outlay-Buildings	134,220	738,659	410,532
301-0101-522.60-04	Buildings	8,636	-	-
Total Building Improvement Fund Expenditures		190,504	1,047,359	523,032



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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 two program areas.

- Operating Capital and Reserves
- Capital Improvement Projects

The 2018 budget is **\$2,223,613**.

2018 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	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Capital Equipment Fund - Revenues</i>				
Revenues				
302-0000-308.00-00	Estimated Beginning Cash	-	559,958	-
302-0000-321.91-01	PEG Fees	37,277	38,500	38,500
302-0000-361.11-00	Investment Interest	9,230	8,000	17,500
302-0000-361.50-05	WA Local - TCOMM	6,673	10,088	6,790
302-0000-367.00-00	Contributions	6,000	3,000	3,000
302-0000-368.10-05	Local - TCOMM	-	163,272	166,571
302-0000-397.10-01	Transfer In 303 Fund	2,000	-	-
302-0000-397.10-04	Transfer In - Utility Tax	617,424	510,902	772,872
302-0000-397.11-01	Transfer In 001,003,005	-	248,079	1,218,380
Total Capital Equipment Fund Revenues		678,604	1,541,799	2,223,613

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Capital Equipment Fund - Expenditures</i>				
General Fund Capital				
Capital Equipment				
302-0102-519.64-01	Capital-Council	1,503	3,543	-
302-0102-519.64-02	Capital-City Manager	245	-	-
302-0102-519.64-03	Capital-Human Resources	-	7,569	-
302-0102-519.64-04	Capital-Community Relatio	40,797	161,971	250,000
302-0102-519.64-05	Capital-Finance	-	17,805	3,430
302-0102-519.64-06	Capital-Common Facilities	-	105,845	42,059
302-0102-519.64-08	Capital-Common Fac.-Libra	-	6,976	-
302-0102-519.64-10	Capital-Police	19,171	41,821	99,380
302-0102-519.64-11	Capital-Public Works-Admi	32,613	-	39,430
302-0102-519.64-12	Capital-Public Works-Pks	59,800	268,687	34,635
302-0102-519.64-15	Capital-Community Develop	21,578	34,673	30,000
302-0102-519.64-16	Capital-Parks & Recreatio	10,063	7,817	41,926
302-0102-519.64-17	Capital-City Streets	36,019	47,254	8,990
302-0102-519.64-20	Public Ed & Govt Prog	13,954	38,500	38,500
302-0102-554.48-00	Repairs & Maintenance	7,070	2,500	2,500
302-0102-594.60-08	Replace Res-Child Care	537	20,500	20,500
302-0102-594.60-09	Replacement Res-Equipment	6,194	353,902	353,902
302-0102-594.60-10	Replacement Res-Facility	2,892	80,000	80,000
302-0102-597.01-05	Transfer Out 301 Fund	-	47,057	-
302-0102-597.11-01	Transfer Out 001 Fund	560,000	-	-
Total Capital Equipment		812,436	1,246,420	1,045,252
Projects				
302-0104-514.60-06	Capital-City Hall Repairs	-	20,000	20,000
302-0104-542.60-02	Capital-Streetscaping	-	20,000	20,000
302-0104-559.60-01	Economic Development	54,076	77,000	965,000
Total Projects		54,076	117,000	1,005,000
Capital Debt Service				
302-0105-591.79-05	Local - TCOMM 911 Princip	160,039	163,272	166,571
302-0105-592.89-05	Local-TCOMM 911 Interest	13,321	10,088	6,790
302-0105-597.01-11	Transfer Out 501 Fund	-	5,019	-
Total Capital Debt Service		173,360	178,379	173,361
Total Capital Equipment Fund Expenditures		1,039,872	1,541,799	2,223,613



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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)	68.0	ACRES
RAINIER VISTA COMMUNITY PARK	46.0	ACRES
LAKEPOINTE PARK	8.0	ACRES
WOODLAND CREEK COMMUNITY PARK	72.0	ACRES
MERIDIAN PARK	24.0	ACRES
HORIZON POINTE PARK	9.5	ACRES
AVONLEA PARK	6.0	ACRES
WANSCHERS COMMUNITY PARK	16.0	ACRES
WILLIAM A. BUSH PARK	8.5	ACRES
THORNBURY PARK	9.0	ACRES

BUDGET SUMMARY

The 2018 budget is **\$750,507**. This includes a transfer out of \$419,231 to the Current Expense Fund to cover the cost of maintaining Rainier Vista Community Park and \$331,276 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 2018. Funds were still available for 2018 and a long-term financial plan has been developed.

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Parks and Open Space Fund - Revenues</i>				
Revenues				
303-0000-308.00-00	Estimated Beginning Cash	-	487,099	165,638
303-0000-334.02-70	Outdoor Recreation IAC	-	53,172	-
303-0000-361.11-00	Investment Interest	9,485	6,500	13,000
303-0000-362.50-20	Lease - Facilities	5,400	-	-
303-0000-362.60-10	Lease - Rental House	13,293	13,000	13,000
303-0000-397.10-04	Transfer In - Utility Tax	489,265	506,814	558,869
Total Parks and Open Space Fund Revenues		517,443	1,066,585	750,507

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Parks and Open Space Fund - Expenditures</i>				
Parks and Recreation				
Acquisition and Park Improvements				
303-0106-519.25-02	Other	-	19,000	-
303-0106-576.48-03	Rep & Maint-Facilities	3,214	10,000	-
303-0106-576.49-25	Assessments/Taxes	642	-	-
303-0106-576.60-03	Capital-Improvements	8,760	376,013	-
303-0106-576.60-04	Capital Outlay-Buildings	954,365	-	-
303-0106-597.10-08	Transfer Out 007 Fund	249,626	270,515	331,276
303-0106-597.11-01	Transfer Out 001 Fund	392,838	391,057	419,231
303-0106-597.11-02	Transfer Out 302 Fund	2,000	-	-
Total Parks and Open Space Fund Expenditures		1,611,445	1,066,585	750,507



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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 2018 budget is **\$1,288,997** for capital improvements.

This budget accounts for the \$560,900 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.

2018 PROGRAMS, GOALS AND PRIORITIES

- Truepitch Mounds (4)
- Synthetic Infield Replacement (Fields #1 and #2)
- Frontage Reader Board Landscaping and Irrigation

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Regional Athletic Complex Capital Fund - Revenues</i>				
Revenues				
307-0000-308.00-00	Estimated Beginning Cash	-	142,440	304,360
307-0000-334.04-23	Commerce-RAC	-	25,220	-
307-0000-338.10-10	Capital Area - PFD	965,466	900,000	979,637
307-0000-361.11-00	Investment Interest	3,184	2,500	5,000
307-0000-397.10-12	Transfer In 001,003,005	-	150,000	-
Total Regional Athletic Complex Capital Fund Revenues		968,650	1,220,160	1,288,997

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Regional Athletic Complex Capital Fund - Expenditures</i>				
Parks and Recreation				
Regional Athletic Complex Capital				
307-0106-508.50-00	Assigned Funds	-	324,600	397,337
307-0106-576.60-01	Capital Outlays-Equipment	5,378	200,000	18,400
307-0106-576.60-03	Capital-Improvements	7,560	117,660	304,360
307-0106-576.62-18	PFD - Administrative Cost	3,321	8,000	8,000
307-0106-597.69-03	Transfer Out 201 Fund	573,150	569,900	560,900
Total Regional Athletic Complex Capital Fund Expenditures		589,409	1,220,160	1,288,997



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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 SUMMARY

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 2018 operating budget for the Utility is **\$12,234,179**. Water revenues are obtained from water rates with no support from the City's operating levy or general fund.

2018 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 2017. 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.

2018 Rates and Cost Per 100 Cubic Feet (1)

	2015	2016	2017	2018
Base Rate	\$13.41	\$14.28	\$15.21	\$15.67
First 600 c.f.	1.1162	1.1887	1.2660	1.3040
Tier 2 (601 to 1,200 c.f.)Per 100 c.f.	2.6201	2.7904	2.9717	3.0609
Tier 3 (1,201 to 2,400 c.f.)Per 100 c.f.	3.3486	3.5663	3.7981	3.9120
Tier 4 (2401 plus)Per 100 c.f.	4.4715	4.7621	5.0716	5.2238

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

Description	2015	2016	2017	2018
Base Rate	\$13.41	\$14.28	\$15.21	\$15.67
Consumption	<u>14.56</u>	<u>15.50</u>	<u>16.51</u>	<u>17.00</u>
Total (1)	\$27.97	\$29.78	\$31.72	\$32.67

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	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Water Utility Fund - Revenues</i>				
Revenues				
401-0000-308.00-00	Estimated Beginning Cash	-	153,228	-
401-0000-334.03-13	Dept of Ecology	24,422	-	-
401-0000-343.05-00	Shut-Offs	42,213	36,000	36,000
401-0000-343.40-01	Sales	11,219,802	9,882,907	10,689,666
401-0000-343.40-02	Penalties	307,388	225,000	300,000
401-0000-345.83-00	Plan Checking Fees	-	8,539	8,539
401-0000-345.83-01	Plan Check Fees	14,076	-	-
401-0000-345.83-02	Inspection Services	24,092	16,205	16,205
401-0000-345.83-06	Water/Fire Flow Analysis	500	1,030	-
401-0000-359.60-03	HLMD#1 Delq. Penalties	23	-	-
401-0000-361.11-00	Investment Interest	26,554	17,500	50,000
401-0000-361.11-10	HLMD#1 Invest Interest	5	-	-
401-0000-361.41-20	HLMD#1 Delq. interest	40	-	-
401-0000-362.51-00	Cell Tower Lease	150,876	140,000	150,000
401-0000-362.90-00	Hydrant Meter Rental	36,472	20,000	20,000
401-0000-368.50-10	Hicks LMD#1	47,744	-	-
401-0000-369.10-00	Sale of Scrap & Surplus	1,796	-	-
401-0000-369.11-00	Sale of Meters	243,984	150,000	150,000
401-0000-369.40-00	Court Fees /Judgments	15,193	-	-
401-0000-369.90-00	Other Misc Revenue	604	750	750
401-0000-369.90-01	Olympia Share WCGRRF M&O	7,079	-	-
401-0000-369.97-00	Escrow Search Fees	6,925	9,500	9,500
401-0000-397.11-01	Transfer In 001,003,005	601,250	746,192	803,519
Total Water Utility Fund Revenues		12,771,038	11,406,851	12,234,179

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Water Utility Fund - Expenditures</i>				
Public Works Water Division				
General Services				
401-3401-534.10-01	Salaries-Regular	489,068	518,955	567,571
401-3401-534.10-05	Salaries-Overtime	30,508	35,000	35,000
401-3401-534.20-01	Employer Paid Benefits	209,737	231,173	271,435
401-3401-534.20-42	GASB68 Pension Expense	(118,374)	-	-
401-3401-534.31-01	Office & Operating Supply	9,314	8,757	8,757
401-3401-534.31-02	Small Tools & Equipment	342	500	500
401-3401-534.31-17	Supplies-Uniform Purchase	7,688	5,412	5,412
401-3401-534.31-27	Software Upgrade	-	2,000	2,000
401-3401-534.41-01	Prof. Svc-Other	9,817	10,000	10,000
401-3401-534.41-02	Prof. Svc-Engineering	465,571	525,548	531,693
401-3401-534.41-05	Prof. Svc-Audit	7,848	9,425	9,425
401-3401-534.41-15	Prof. Svc-Legal	1,074	20,000	20,000
401-3401-534.41-17	Prof. Svc-Water Resources	619,257	710,776	784,808
401-3401-534.41-32	Prof. Svc-Utility Locates	3,321	2,000	2,000
401-3401-534.41-45	Long Lake Mgmt Dist	5,572	7,500	7,500
401-3401-534.41-46	Hicks Lake Mgmt. District	32,012	-	-
401-3401-534.42-01	Telecommunications	747	880	880
401-3401-534.43-01	Transportation/Per Diem	4,951	8,372	8,372
401-3401-534.43-02	Dues, Subscriptions, Publ	3,387	5,128	5,128
401-3401-534.43-03	Registrations	13,251	25,780	26,730
401-3401-534.45-01	Equipment Rental	4,215	3,918	3,691
401-3401-534.45-02	IMS Rental	157,136	166,848	174,769
401-3401-534.45-03	Copier Rental	1,387	2,280	2,280
401-3401-534.45-08	Lease Miscellaneous	354	6,900	6,900
401-3401-534.46-01	Insurance-Liability	38,395	41,493	40,613
401-3401-534.46-02	Insurance-Fire/Property	1,571	1,571	1,705
401-3401-534.47-01	Utility-Electric	8,430	8,465	8,465
401-3401-534.47-02	Utility-City of Lacey	9,637	4,500	4,500
401-3401-534.47-03	Utility Gas	1,599	3,706	3,706
401-3401-534.47-07	Utility-Solid Waste	8,478	8,300	8,300
401-3401-534.48-01	Rep & Maint-Equipment	99	2,528	2,528
401-3401-534.48-03	Rep & Maint-Facilities	1,100	2,000	2,000
401-3401-534.49-02	Printing & Binding	-	500	500
401-3401-534.49-03	Recording Fees	10,806	5,000	5,000
401-3401-534.49-06	Maintenance Contracts	5,134	5,655	5,655
401-3401-534.49-10	Uniform Contract/Cleaning	340	1,000	1,000

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Water Utility Fund - Expenditures</i>				
Public Works Water Division				
General Services-Continued				
401-3401-534.49-23	Custodial	5,268	14,004	14,004
401-3401-534.49-25	Assessments/Taxes	2,779	2,010	2,010
401-3401-534.49-35	CDL-Physicals/Licenses	677	210	210
401-3401-534.50-90	Indirect Cost Plan Charge	-	-	458,073
401-3401-534.60-01	Capital Outlays-Equipment	-	-	148,817
401-3401-597.01-13	Transfer Out 130 Fund	-	51,000	-
Total General Services		2,052,496	2,459,094	3,191,937
Customer Service				
401-3402-514.10-01	Salaries-Regular	400,307	399,288	440,730
401-3402-514.10-05	Salaries-Overtime	502	100	100
401-3402-514.20-01	Employer Paid Benefits	179,793	175,274	200,772
401-3402-514.31-01	Office & Operating Supply	8,888	4,000	4,000
401-3402-514.31-02	Small Tools & Equipment	-	500	500
401-3402-514.31-17	Supplies-Uniform Purchase	320	650	650
401-3402-514.31-37	Meters	97,847	128,697	100,000
401-3402-514.41-25	Prof. Svc-Computer	-	750	750
401-3402-514.42-01	Telecommunications	6,436	21,500	21,500
401-3402-514.42-02	Communications-Postage	62,685	110,000	110,000
401-3402-514.43-01	Transportation/Per Diem	230	2,140	2,140
401-3402-514.43-03	Registrations	-	990	990
401-3402-514.45-01	Equipment Rental	16,900	15,711	14,797
401-3402-514.45-02	IMS Rental	35,013	37,177	38,942
401-3402-514.46-06	AWC-L & I Pool	3,779	3,312	3,312
401-3402-514.48-01	Rep & Maint-Equipment	573	150	150
401-3402-514.49-01	Excise Taxes	651,694	560,884	758,703
401-3402-514.49-02	Printing & Binding	6,691	8,900	8,900
401-3402-514.49-06	Maintenance Contracts	176,588	124,250	101,750
401-3402-514.49-10	Uniform Contract/Cleaning	-	500	500
401-3402-514.49-27	Bad Debt Expense	3,995	6,600	6,600
401-3402-514.49-30	Software Maintenance	10,795	1,000	1,000
401-3402-514.49-60	Contractual Services	173,395	69,700	69,700
401-3402-514.60-01	Capital Outlays-Equipment	8,282	132,000	4,160
401-3402-597.69-04	Transfer Out 410 Fund	2,764,328	3,184,937	2,858,906
Total Customer Service		4,609,041	4,989,010	4,749,552

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Water Utility Fund - Expenditures</i>				
Public Works Water Division				
Production and Storage				
401-3403-534.10-01	Salaries-Regular	368,570	399,501	418,783
401-3403-534.10-05	Salaries-Overtime	5,768	19,000	19,000
401-3403-534.10-06	Salaries-Part-Time	235	-	-
401-3403-534.20-01	Employer Paid Benefits	174,478	183,164	201,508
401-3403-534.31-01	Office & Operating Supply	9,050	9,145	9,145
401-3403-534.31-02	Small Tools & Equipment	8,884	6,495	6,495
401-3403-534.31-11	Water Treatment Supplies	143,595	175,392	175,392
401-3403-534.31-20	Street Restoration	3,182	-	-
401-3403-534.31-28	Conf Space-Safety Equip	3,917	3,200	3,200
401-3403-534.32-01	Electrical Supplies	597	5,000	5,000
401-3403-534.33-01	Small Tools-Electrical	494	700	700
401-3403-534.34-01	Fuel	1,325	800	800
401-3403-534.41-01	Prof. Svc-Other	13,941	91,100	91,100
401-3403-534.41-16	Prof. Svc-Parks	27,804	16,472	46,650
401-3403-534.41-23	Prof. Svc-H2O Smpls-DSHS	-	1,500	1,500
401-3403-534.42-01	Telecommunications	7,596	4,600	4,600
401-3403-534.45-01	Equipment Rental	71,628	66,589	62,716
401-3403-534.45-05	Rentals-Other	5,925	3,100	3,100
401-3403-534.46-02	Insurance-Fire/Property	34,637	34,637	37,522
401-3403-534.47-01	Utility-Electric	704,323	615,000	615,000
401-3403-534.47-02	Utility-City of Lacey	8,939	7,000	7,000
401-3403-534.47-06	Olympia Water Agreement	120,240	-	102,710
401-3403-534.48-01	Rep & Maint-Equipment	1,207	2,500	2,500
401-3403-534.48-02	Rep & Maint-Equip Non-Pwr	-	300	300
401-3403-534.48-03	Rep & Maint-Facilities	93,874	156,289	150,000
401-3403-534.48-11	Rep & Maint-Telemetry	1,632	23,000	23,000
401-3403-534.49-06	Maintenance Contracts	14,234	31,790	31,790
401-3403-534.49-30	Software Maintenance	1,076	-	-
401-3403-534.60-01	Capital Outlays-Equipment	1,953	4,951	34,500
401-3403-534.60-99	Capitalized Assets	-	-	68,000
Total Production and Storage		1,829,104	1,861,225	2,122,011
System Maintenance				
401-3404-534.10-01	Salaries-Regular	650,551	648,483	741,631
401-3404-534.10-05	Salaries-Overtime	19,041	10,800	10,800
401-3404-534.10-06	Salaries-Part-Time	18	-	-

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Water Utility Fund - Expenditures</i>				
Public Works Water Division				
System Maintenance-Continued				
401-3404-534.20-01	Employer Paid Benefits	340,873	348,057	395,869
401-3404-534.31-01	Office & Operating Supply	12,385	12,150	12,150
401-3404-534.31-02	Small Tools & Equipment	13,403	11,668	11,668
401-3404-534.31-19	Inventory	193,419	230,000	230,000
401-3404-534.31-20	Street Restoration	20,745	20,000	20,000
401-3404-534.31-21	Non-Inventory-Under \$60	352	17,400	17,400
401-3404-534.31-22	Manhole/Ring/Lid Replace	-	250	250
401-3404-534.31-26	Valves	21,393	41,000	41,000
401-3404-534.31-36	Hydrants	40,683	50,000	50,000
401-3404-534.31-38	Hydrant Meters	-	9,000	9,000
401-3404-534.41-30	Prof. Svc-Leak Survey	2,087	6,500	6,500
401-3404-534.42-01	Telecommunications	5,027	5,500	5,500
401-3404-534.45-01	Equipment Rental	357,878	332,699	313,346
401-3404-534.45-05	Rentals-Other	161	2,300	2,300
401-3404-534.48-01	Rep & Maint-Equipment	900	6,550	6,550
401-3404-534.48-02	Rep & Maint-Equip Non-Pwr	2,493	2,550	2,550
401-3404-534.60-01	Capital Outlays-Equipment	1,734	88,291	50,220
Total System Maintenance		1,683,143	1,843,198	1,926,734
Cross Connection Control				
401-3406-534.31-01	Office & Operating Supply	54	1,600	3,600
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		54	4,170	6,170
Water Quality				
401-3407-534.20-01	Employer Paid Benefits	68	-	-
401-3407-534.31-01	Office & Operating Supply	-	750	750
401-3407-534.31-02	Small Tools & Equipment	-	1,150	1,150
401-3407-534.31-17	Supplies-Uniform Purchase	-	500	500
401-3407-534.41-01	Prof. Svc-Other	-	15,725	15,725
401-3407-534.41-14	Prof. Svc-Grdwater Mgmt	-	25,000	25,000
401-3407-534.41-23	Prof. Svc-H2O Smples-DSHS	42,954	66,000	66,000
401-3407-534.42-01	Telecommunications	-	500	500

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Water Utility Fund - Expenditures</i>				
Public Works Water Division				
Water Quality-Continued				
401-3407-534.42-02	Communications-Postage	5,239	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	4,909	18,600	18,600
401-3407-534.49-32	Operating Permit-DSHS	30,271	32,000	32,000
401-3407-534.49-44	Project Green	-	5,000	2,500
401-3407-534.49-55	Conservation Program	26,510	64,500	64,500
Total Water Quality		109,951	239,975	237,475
Reclaimed Water				
401-3408-534.10-01	Salaries-Regular	12,421	6,796	-
401-3408-534.20-01	Employer Paid Benefits	5,293	3,083	-
401-3408-534.31-01	Office & Operating Supply	12,136	-	-
401-3408-534.31-19	Inventory	831	-	-
401-3408-534.41-01	Prof. Svc-Other	913	-	-
401-3408-534.47-01	Utility-Electric	231	300	300
Total Reclaimed Water		31,825	10,179	300
Total Water Utility Fund Expenditures		10,315,614	11,406,851	12,234,179

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 16 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 2018 operating budget for the Wastewater Utility is **\$16,272,511** of which \$10,801,218 will be paid to LOTT Alliance for treatment plant operations and capital requirements.

2018 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)	2016	2017	2018
Maintenance/Operations	\$16.55	\$17.35	\$18.18
Replacement Reserves ^{1.25}	1.25	1.25	1.25
Construction/Capital ^{1.00}	1.00	1.00	1.00
Subtotal	8.80	19.60	20.43
LOTT Charges	<u>37.14</u>	<u>37.88</u>	<u>38.64</u>
Total Monthly Charges	\$55.94	\$57.48	\$59.07

(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	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Wastewater Utility Fund - Revenues</i>				
Revenues				
402-0000-308.00-00	Estimated Beginning Cash	-	19,500	-
402-0000-343.50-01	Sales	4,747,560	4,816,017	5,285,127
402-0000-343.50-02	Penalties	138,274	122,500	122,500
402-0000-343.50-03	LOTT Sales	10,054,247	10,480,042	10,801,218
402-0000-343.50-05	Community on site systems	-	4,250	-
402-0000-345.83-00	Plan Checking Fees	-	8,666	8,666
402-0000-345.83-01	Plan Check Fees	13,450	-	-
402-0000-345.83-02	Inspection Services	23,334	10,000	10,000
402-0000-345.83-04	Inspection Services-STEP	31,839	30,000	30,000
402-0000-361.11-00	Investment Interest	10,752	7,500	15,000
402-0000-369.40-00	Court Fees /Judgments	4,371	-	-
402-0000-369.90-00	Other Misc Revenue	1,603	-	-
Total Wastewater Utility Fund Revenues		15,025,430	15,498,475	16,272,511

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Wastewater Utility Fund - Expenditures</i>				
Public Works Wastewater Division				
General Services				
402-3501-535.10-01	Salaries-Regular	403,636	483,478	466,886
402-3501-535.10-05	Salaries-Overtime	12,337	8,200	8,200
402-3501-535.20-01	Employer Paid Benefits	175,829	209,551	208,179
402-3501-535.20-03	Unemployment Compensation	-	500	500
402-3501-535.20-42	GASB68 Pension Expense	(52,591)	-	-
402-3501-535.31-01	Office & Operating Supply	7,681	5,113	5,113
402-3501-535.31-02	Small Tools & Equipment	803	850	850
402-3501-535.31-17	Supplies-Uniform Purchase	7,329	4,607	4,607
402-3501-535.31-27	Software Upgrade	-	285	285
402-3501-535.41-01	Prof. Svc-Other	1,979	2,536	2,536
402-3501-535.41-02	Prof. Svc-Engineering	387,932	441,636	463,884
402-3501-535.41-05	Prof. Svc-Audit	9,296	615	615
402-3501-535.41-15	Prof. Svc-Legal	14,316	2,890	2,890
402-3501-535.41-17	Prof. Svc-Water Resources	158,931	193,840	203,269
402-3501-535.41-32	Prof. Svc-Utility Locates	1,186	2,000	2,000
402-3501-535.42-01	Telecommunications	590	770	770
402-3501-535.43-01	Transportation/Per Diem	4,316	7,900	7,900
402-3501-535.43-02	Dues, Subscriptions, Publ	575	447	447
402-3501-535.43-03	Registrations	3,731	7,650	8,600
402-3501-535.45-01	Equipment Rental	5,418	5,498	5,990
402-3501-535.45-02	IMS Rental	91,658	98,163	94,738
402-3501-535.45-03	Copier Rentals	1,285	1,995	1,995
402-3501-535.45-08	Lease Miscellaneous	340	3,000	3,000
402-3501-535.46-01	Insurance-Liability	24,300	26,261	25,704
402-3501-535.46-02	Insurance-Fire/Property	1,375	1,375	1,493
402-3501-535.47-01	Utility-Electric	7,710	32,000	32,000
402-3501-535.47-02	Utility-City of Lacey	-	2,288	2,288
402-3501-535.47-03	Utility-Natural Gas	1,476	1,500	1,500
402-3501-535.47-04	LOTT Treatment	10,047,960	10,480,042	10,801,218
402-3501-535.47-07	Utility-Solid Waste	7,418	7,500	7,500
402-3501-535.48-01	Rep & Maint-Equipment	87	2,212	2,212
402-3501-535.48-03	Rep & Maint-Facilities	966	2,000	2,000
402-3501-535.49-02	Printing & Binding	3,832	10,400	10,400
402-3501-535.49-03	Recording Fees	9,465	3,000	3,000
402-3501-535.49-06	Maintenance Contracts	4,280	4,073	4,073

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Wastewater Utility Fund - Expenditures</i>				
Public Works Wastewater Division				
General Services-Continued				
402-3501-535.49-10	Uniform Contract/Cleaning	340	1,000	1,000
402-3501-535.49-23	Custodial	4,610	12,256	12,256
402-3501-535.49-25	Assessments/Taxes	1,736	301	301
402-3501-535.49-30	Software Maintenance	1,957	1,400	1,400
402-3501-535.49-35	CDL-Physicals/Licenses	1,097	340	340
402-3501-535.60-01	Capital Outlays-Equipment	-	67,127	14,815
Total General Services		11,355,186	12,136,599	12,416,754
Customer Service				
402-3502-514.10-01	Salaries-Regular	40,879	41,684	43,679
402-3502-514.10-05	Salaries-Overtime	24	100	100
402-3502-514.20-01	Employer Paid Benefits	17,576	17,203	18,629
402-3502-514.31-01	Office & Operating Supply	9	100	3,100
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	9,080
402-3502-514.45-01	Equipment Rental	3,253	3,301	3,596
402-3502-514.45-02	IMS Rental	8,967	9,604	9,269
402-3502-514.45-08	Lease Miscellaneous	-	1,000	1,000
402-3502-514.46-06	AWC-L & I Pool	2,365	2,071	2,071
402-3502-514.49-01	Excise Taxes	207,961	170,650	212,892
402-3502-514.49-02	Printing & Binding	-	450	1,450
402-3502-514.49-10	Uniform Contract/Cleaning	-	60	60
402-3502-514.49-27	Bad Debt Expense	4,980	9,000	9,000
402-3502-597.02-03	Transfer Out 411 Fund	905,621	665,144	1,177,094
Total Customer Service		1,191,635	928,727	1,491,300
Lift Station Maintenance				
402-3503-535.10-01	Salaries-Regular	445,972	442,550	474,066
402-3503-535.10-05	Salaries-Overtime	11,398	12,000	12,000
402-3503-535.10-06	Salaries-Part-Time	229	-	-
402-3503-535.20-01	Employer Paid Benefits	232,190	222,687	246,722
402-3503-535.31-01	Office & Operating Supply	41,996	21,500	21,500
402-3503-535.31-02	Small Tools & Equipment	3,796	5,800	5,800
402-3503-535.31-20	Supplies-WW utilities	9,711	-	-
402-3503-535.31-24	Small Tools & Equip-Grnds	386	-	-

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Wastewater Utility Fund - Expenditures</i>				
Public Works Wastewater Division				
Lift Station Maintenance-Continued				
402-3503-535.31-28	Conf Space-Safety Equip	4,404	3,200	3,200
402-3503-535.32-01	Electrical Supplies	1,201	4,000	4,000
402-3503-535.33-01	Small Tools-Electrical	652	700	700
402-3503-535.34-01	Fuel	654	1,300	1,300
402-3503-535.41-01	Prof. Svc-Other	19,182	10,400	10,400
402-3503-535.41-16	Prof. Svc-Parks	12,867	8,691	21,589
402-3503-535.42-01	Telecommunications	5,588	7,410	7,410
402-3503-535.45-01	Equipment Rental	62,091	60,472	65,879
402-3503-535.45-05	Rentals-Other	7,076	1,000	1,000
402-3503-535.46-02	Insurance-Fire/Property	3,386	3,386	7,629
402-3503-535.47-01	Utility-Electric	99,786	85,000	85,000
402-3503-535.47-02	Utility-City of Lacey	10,280	6,500	6,500
402-3503-535.47-03	Utility-Natural Gas	1,552	2,500	2,500
402-3503-535.47-07	Utility-Solid Waste	1,625	-	-
402-3503-535.47-08	Utility-Private Water	885	-	-
402-3503-535.48-01	Rep & Maint-Equipment	416	3,000	3,000
402-3503-535.48-02	Rep & Maint-Equip Non-Pwr	-	2,500	2,500
402-3503-535.48-11	Rep & Maint-Telemetry	7,363	2,500	2,500
402-3503-535.48-12	Rep & Maint-Liftstations	217,777	134,549	120,000
402-3503-535.49-06	Maintenance Contracts	3,573	30,000	30,000
402-3503-535.49-30	Software Maintenance	154	-	-
402-3503-535.60-01	Capital Outlays-Equipment	1,953	196,023	11,800
Total Lift Station Maintenance		1,208,143	1,267,668	1,146,995
Wastewater Main Maintenance				
402-3504-535.10-01	Salaries-Regular	210,970	256,158	249,043
402-3504-535.10-05	Salaries-Overtime	1,569	6,000	6,000
402-3504-535.20-01	Employer Paid Benefits	118,681	142,738	142,761
402-3504-535.31-01	Office & Operating Supply	12,278	8,230	8,230
402-3504-535.31-02	Small Tools & Equipment	1,313	6,850	6,850
402-3504-535.31-22	Manhole/Ring/Lid Replace	-	3,000	3,000
402-3504-535.31-25	Supplies-Odor Control	175,666	113,205	113,205
402-3504-535.41-01	Prof. Svc-Other	-	3,000	3,000
402-3504-535.41-38	Wastewater Testing	-	500	500
402-3504-535.45-01	Equipment Rental	134,911	136,881	149,120

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Wastewater Utility Fund - Expenditures</i>				
Public Works Wastewater Division				
Wastewater Main Maintenance-Continued				
402-3504-535.45-05	Rentals-Other	-	200	200
402-3504-535.48-01	Rep & Maint-Equipment	9,113	3,000	3,000
402-3504-535.48-02	Rep & Maint-Equip Non-Pwr	10,127	10,000	10,000
402-3504-535.49-28	Land Fill	1,060	2,000	2,000
Total Wastewater Main Maintenance		675,688	691,762	696,909
S.T.E.P. System Maintenance				
402-3505-535.10-01	Salaries-Regular	154,167	129,552	157,311
402-3505-535.10-05	Salaries-Overtime	15,613	10,000	10,000
402-3505-535.20-01	Employer Paid Benefits	89,343	78,460	89,670
402-3505-535.31-01	Office & Operating Supply	6,513	14,903	14,903
402-3505-535.31-02	Small Tools & Equipment	3,815	4,650	4,650
402-3505-535.31-13	Supplies-Locks/STEP Sys	-	1,300	1,300
402-3505-535.31-25	Supplies-Odor Control	58,465	37,735	37,735
402-3505-535.41-01	Prof. Svc-Other	172	-	-
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	86,695	87,961	95,826
402-3505-535.45-05	Rentals-Other	361	50	50
402-3505-535.48-01	Rep & Maint-Equipment	1,819	2,500	2,500
402-3505-535.48-02	Rep & Maint-Equip Non-Pwr	657	1,300	1,300
402-3505-535.48-13	Rep & Maint-S.T.E.P. Sys	60,112	66,358	66,358
402-3505-535.48-17	Rep & Maint-Grinders	21,517	36,000	36,000
Total S.T.E.P. System Maintenance		499,249	473,719	520,553
Total Wastewater Utility Fund Expenditures		14,929,901	15,498,475	16,272,511

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 2018 budget for the Stormwater Utility is **\$3,465,816** 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.

2018 PROJECTS, GOALS AND PRIORITIES

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

EXPLANATION OF RATE

RATES FOR STORMWATER	2016	2017	2017
RESIDENTIAL	\$ 9.54	\$10.11	\$10.72
DUPLEX	\$19.07	\$20.22	\$21.43

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	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Stormwater Utility Fund - Revenues</i>				
Revenues				
403-0000-308.00-00	Estimated Beginning Cash	-	8,849	-
403-0000-343.51-01	Sales	3,015,244	3,193,255	3,437,113
403-0000-345.83-00	Plan Checking Fees	-	4,069	4,069
403-0000-345.83-01	Plan Check Fees	12,234	-	-
403-0000-345.83-02	Inspection Services	14,592	14,634	14,634
403-0000-361.11-00	Investment Interest	5,926	4,500	10,000
403-0000-369.40-00	Court Fees /Judgments	7,552	-	-
403-0000-369.90-00	Other Misc Revenue	829	-	-
Total Stormwater Utility Fund Revenues		3,056,377	3,225,307	3,465,816

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Stormwater Utility Fund - Expenditures</i>				
Public Works Stormwater Division				
General Service				
403-4201-538.10-01	Salaries-Regular	202,479	241,366	207,717
403-4201-538.10-05	Salaries-Overtime	2,386	1,000	1,000
403-4201-538.10-06	Salaries-Part-Time	3,836	953	953
403-4201-538.20-01	Employer Paid Benefits	79,706	120,821	92,435
403-4201-538.20-42	GASB68 Pension Expense	49,234	-	-
403-4201-538.31-01	Office & Operating Supply	1,739	2,541	2,541
403-4201-538.31-02	Small Tools & Equipment	-	1,500	1,500
403-4201-538.31-17	Supplies-Uniform Purchase	697	2,260	2,260
403-4201-538.31-27	Software Upgrade	-	5,260	5,260
403-4201-538.41-01	Prof. Svc-Other	172	15,759	15,759
403-4201-538.41-02	Prof. Svc-Engineering	203,189	283,672	274,772
403-4201-538.41-05	Prof. Svc-Audit	2,098	450	450
403-4201-538.41-15	Prof. Svc-Legal	39	2,200	2,200
403-4201-538.41-17	Prof. Svc-Water Resources	399,634	499,237	516,538
403-4201-538.41-23	Prof. Svc-Local Monitor	35,300	40,000	40,000
403-4201-538.41-27	Prof. Svc-PIE Program	18,227	28,000	33,000
403-4201-538.41-32	Prof. Svc-Utility Locates	237	725	725
403-4201-538.41-42	Illicit Discharge Detect.	477	9,000	9,000
403-4201-538.41-43	Analyze Stormwater Sample	96	10,000	10,000
403-4201-538.42-01	Telecommunications	671	543	543
403-4201-538.43-01	Transportation/Per Diem	1,068	2,228	2,228
403-4201-538.43-02	Dues, Subscriptions, Publ	-	173	173
403-4201-538.43-03	Registrations	1,840	2,568	2,818
403-4201-538.45-01	Equipment Rental	3,397	3,148	2,547
403-4201-538.45-02	IMS Rental	42,926	45,315	46,038
403-4201-538.45-03	Copier Rentals	360	499	499
403-4201-538.46-01	Insurance-Liability	11,656	12,597	12,330
403-4201-538.46-02	Insurance-Fire/Property	343	343	373
403-4201-538.47-01	Utility-Electric	2,490	2,800	2,800
403-4201-538.47-02	Utility-City of Lacey	-	529	529
403-4201-538.47-03	Utility-Natural Gas	245	811	811
403-4201-538.47-07	Utility-Solid Waste	2,019	2,000	2,000
403-4201-538.48-01	Rep & Maint-Equipment	22	553	553
403-4201-538.48-03	Rep & Maint-Facilities	235	-	-
403-4201-538.49-06	Maintenance Contracts	1,111	1,018	1,018

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Stormwater Utility Fund - Expenditures</i>				
Public Works Stormwater Division				
General Service-Continued				
403-4201-538.49-23	Custodial	1,153	3,063	3,063
403-4201-538.49-25	Assessments/Taxes	22,915	15,700	16,900
403-4201-538.49-35	CDL-Physicals/Licenses	404	120	120
403-4201-538.49-43	Regional Monitoring Prog.	4,667	10,000	10,000
403-4201-538.49-44	Project Green	10,800	13,000	11,900
403-4201-538.60-01	Capital Outlays-Equipment	-	15,750	3,145
Total General Service		1,107,868	1,397,502	1,336,498
Customer Service				
403-4202-514.10-01	Salaries-Regular	5,691	4,970	5,152
403-4202-514.20-01	Employer Paid Benefits	2,682	2,616	2,574
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
403-4202-514.45-02	IMS Rental	7,253	7,657	7,810
403-4202-514.45-08	Lease Miscellaneous	-	500	500
403-4202-514.46-06	AWC-L & I Pool	874	765	765
403-4202-514.49-01	Excise Taxes	47,846	46,400	54,901
403-4202-514.49-02	Printing & Binding	-	500	500
403-4202-514.49-27	Bad Debt Expense	2,511	1,800	1,800
403-4202-514.60-01	Capital Outlays-Equipment	-	29,970	-
403-4202-597.69-02	Transfer Out 412 Fund	858,810	872,059	1,117,210
Total Customer Service		925,667	969,237	1,193,212
Stormwater Facility Maintenance				
4403-4203-538.10-01	Salaries-Regular	290,838	282,840	275,088
403-4203-538.10-05	Salaries-Overtime	12,659	4,000	4,000
403-4203-538.10-06	Salaries-Part-Time	39,696	18,101	44,761
403-4203-538.20-01	Employer Paid Benefits	173,375	169,865	165,570
403-4203-538.31-01	Office & Operating Supply	37,464	35,040	35,040
403-4203-538.31-02	Small Tools & Equipment	2,075	2,500	2,500
403-4203-538.31-17	Supplies-Uniform Purchase	1,236	1,600	1,600
403-4203-538.31-22	Manhole/Ring/Lid Replace	-	4,000	4,000
403-4203-538.34-01	Fuel	812	750	750
403-4203-538.41-01	Prof. Svc-Other	3,449	13,000	13,000
403-4203-538.45-01	Equipment Rental	223,477	207,123	167,547

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Stormwater Utility Fund - Expenditures</i>				
Public Works Stormwater Division				
Stormwater Facility Maintenance-Continued				
403-4203-538.47-01	Utility-Electric	650	900	900
403-4203-538.47-02	Utility-City of Lacey	8,129	13,000	13,000
403-4203-538.48-01	Rep & Maint-Equipment	-	800	800
403-4203-538.48-03	Rep & Maint-Facilities	43,679	52,050	52,050
403-4203-538.49-10	Uniform Contract/Cleaning	-	500	500
403-4203-538.49-29	Vactor Waste	6,671	30,000	30,000
403-4203-538.60-01	Capital Outlays-Equipment	-	22,499	-
403-4203-538.60-99	Capitalized Assets	-	-	125,000
Total Stormwater Facility Maintenance		844,210	858,568	936,106
Total Stormwater Utility Fund Expenditures		2,877,745	3,225,307	3,465,816



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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 2018 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	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Reclaimed Water Utility Fund - Revenues</i>				
Revenues				
404-0000-361.11-00	Investment Interest	406	400	400
Total Reclaimed Water Utility Fund Revenues		406	400	400

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 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	30,105	-	-
Total Reclaimed Water Utility Fund Expenditures		30,105	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 2018 budget for this fund is **\$8,089,370**

2018 PROGRAMS, GOALS AND PRIORITIES

Water Construction Fund:

- Lacey Share of the Brewery Studies
- College & 22nd Roundabout - Water main Improvements
- Water Rights Mitigation
- Smith Farm Construction & On-going Farm Management
- Well Source 15 and 16 Replacement (Beachcrest)
- HPWTF Recycle Equipment
- Westside BPS VFDs and On-site Generator
- SW 337 Pressure Zone Study
- Hoh Street Water Transmission
- Hawks Prairie Wellfield
- Marvin Road Widening (Development/Transportation)
- Cantergrove Water Replacement (Development/Transportation)
- Beachcrest Waterline Loop (Development/Transportation)
- Overflow for Union Mills Reservoir
- Shady Lane, 2016 Watermain Replacement
- Union Mills Reservoir Seismic Upgrade
- Survey for Future Watermain Replacement
- Gateway RPBA
- Capital City golf Course Fire-flow
- Horizon Pointe/66th Ave Water
- 2017 Critical Valves
- 2016 Well Review/Analysis
- 2017 Watermain replacement, Projects 1 & 2
- Reclaimed Water Plan
- 2017 Misc. work on trans/development projects
- Water Comprehensive Plan Update
- Water Filling Stations
- 337 Zone Reservoir
- Well S01 Replacement
- Union Mills Road Water Service
- 2018 Watermain Replacement, Project 1 & 2
- Sleater Kinney Water Main
- 2017 Revenue Bond Repayment (83.17%)

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Water Capital Fund - Revenues</i>				
Revenues				
410-0000-308.00-00	Estimated Beginning Cash	-	3,776,244	683,068
410-0000-308.01-00	Construction Cash	-	263,085	-
410-0000-343.40-05	Replacement Sales	1,979,965	1,791,179	1,937,396
410-0000-343.40-07	General Facilities Charge	3,932,742	2,500,000	2,500,000
410-0000-361.11-00	Investment Interest	27,445	25,000	50,000
410-0000-361.12-00	Interest Construction	42,359	30,000	60,000
410-0000-397.02-00	Transfer In 401 Fund	2,764,328	3,184,937	2,858,906
Total Water Capital Fund Revenues		8,746,839	11,570,445	8,089,370

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Water Capital Fund - Expenditures</i>				
Public Works Water Capital				
Water Capital Construction				
410-3418-534.60-99	Capitalized Assets	(5,111,831)	-	-
410-3418-534.90-01	Preliminary Engineering	656,050	2,522,084	1,502,925
410-3418-534.90-05	Construction Engineering	339,084	663,150	486,300
410-3418-534.90-13	Construction/Utilities	4,175,465	7,813,669	5,595,775
410-3418-534.90-22	Purchase of Land	6,673	60,000	-
410-3418-534.90-25	Water Rights Mitigation	27,459	10,000	-
410-3418-592.85-01	Interfund Loan Interest	310	-	-
410-3418-597.69-01	Transfer Out 450 Fund	502,540	501,542	504,370
Total Water Capital Fund Expenditures		595,750	11,570,445	8,089,370



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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 2018 fund requirements are **\$11,692,701**

2018 PROGRAMS, GOALS AND PRIORITIES

Wastewater Construction Fund Projects:

- Steilacoom Regional Liftstation
- LS 18 Generator - Yelm and Intelco
- Lift Station #2 LS, Gravity and FM Replacement (Westlake)
- Lift Station #3 Outfall (Pipe and Manhole)
- LS 9 Corrosion Rehab - Ruddell at Rainier Vista Park
- Rumac St. STEP (Part 1 Lakepointe bioxide)
- Shady Lane Sewer
- LS 15 Rehab - Galaxy Drive
- LS 19 Rehab - Willamette DR & Commercial Place DR
- LS 21 Rehab - Pacific Ave at the Mayan Resturant
- LS 12 Abandonment & New Mains - 5th Court
- College / 22nd Slipline
- Hogum Bay Road Improvements
- Mullen Road STEP Main (Part 2 Lakepointe Bioxide)
- LW 22 New Equipment (4401 45th Ave SE)
- LS 23 Generator/Flowmeter (1922 Abernethy Road)
- Sewer Decant Facility
- Annual Misc. Wastewater improvements

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Wastewater Capital Fund - Revenues</i>				
Revenues				
411-0000-308.00-00	Estimated Beginning Cash	-	8,205,076	8,548,155
411-0000-308.01-00	Construction Cash	-	3,162,000	-
411-0000-343.50-04	Replacement Sales	337,957	343,580	347,452
411-0000-343.50-08	General Facilities Charge	3,320,610	1,500,000	1,500,000
411-0000-361.11-00	Investment Interest	44,893	-	75,000
411-0000-361.12-00	Interest Construction	24,942	45,000	45,000
411-0000-366.10-00	Interfund Interest	310	-	-
411-0000-397.03-00	Transfer In 402 Fund	905,621	665,144	1,177,094
411-0000-397.04-00	Transfer In 451 Fund	-	1,939,639	-
Total Wastewater Capital Fund Revenues		4,634,333	15,860,439	11,692,701

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Wastewater Capital Fund - Expenditures</i>				
Public Works Wastewater Capital				
Wastewater Capital Construction				
411-3518-508.80-00	Unreserved Funds	-	1,939,639	-
411-3518-535.60-99	Capitalized Assets	(3,256,643)	-	-
411-3518-535.90-01	Preliminary Engineering	629,918	2,154,305	547,678
411-3518-535.90-02	Right of Way	34,100	-	-
411-3518-535.90-05	Construction Engineering	80,546	914,302	876,578
411-3518-535.90-11	Construction Administrative	37,050	-	-
411-3518-535.90-13	Construction/Utilities	2,370,005	10,602,193	10,268,445
411-3518-535.90-22	Purchase of Land	147,320	250,000	-
Total Wastewater Capital Fund Expenditures		42,296	15,860,439	11,692,701



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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 2017 are budgeted to be **\$1,122,210**. Revenues for this fund come from rates, loans, and grants.

2018 PROGRAMS, GOALS AND PRIORITIES

- Stormwater Comprehensive Plan Update
- 33rd Court SE and Stikes
- 2018 Revenue Bond Repayment (16.83%)
- 2018 Misc. work on trans/SW Improvements
- Brentwood SW Installation
- 25th Loop SW Improvements

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Stormwater Capital Fund - Revenues</i>				
Revenues				
412-0000-308.00-00	Estimated Beginning Cash	-	19,560	-
412-0000-334.03-13	Dept of Ecology	260,875	-	-
412-0000-361.11-00	Investment Interest	3,197	2,500	5,000
412-0000-397.10-06	Transfer In 403 Fund	858,810	872,059	1,117,210
Total Stormwater Capital Fund Revenues		1,122,882	894,119	1,122,210

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Stormwater Capital Fund - Expenditures</i>				
Public Works Stormwater Capital				
Stormwater Capital Construction				
412-4218-508.80-00	Unreserved Funds	-	473,075	180,154
412-4218-542.60-99	Capitalized Assets	(698,071)	-	-
412-4218-542.90-01	Preliminary Engineering	224,862	34,560	170,000
412-4218-542.90-04	Storm Drainage	-	263,625	53,625
412-4218-542.90-05	Construction Engineering	96,498	21,375	616,375
412-4218-542.90-11	Construction Administrative	4,492	-	-
412-4218-542.90-13	Construction/Utilities	595,218	-	-
412-4218-597.69-05	Transfer Out 452 Fund	101,686	101,484	102,056
Total Stormwater Capital Fund Expenditures		324,685	894,119	1,122,210



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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 2018 budget for the Reclaimed Water Capital Fund is **\$10,000**. This fund will provide for the future construction of the facilities necessary to irrigate rights-of-way in northeast Lacey, Regional Athletic Complex, and provide future water right mitigation efforts.

There are no construction projects for 2018.

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Reclaimed Water Capital Fund - Revenues</i>				
Revenues				
414-0000-361.11-00	Investment Interest	7,885	5,000	10,000
Total Reclaimed Water Capital Fund Revenues		7,885	5,000	10,000

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 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	-	5,000	10,000
Total Reclaimed Water Capital Fund Expenditures		-	5,000	10,000



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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 2018 budget includes **\$4,024,795** 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	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Water Debt Fund - Revenues</i>				
Revenues				
450-0000-308.04-00	Depreciation-Balancing	-	3,499,990	3,499,990
450-0000-361.11-00	Investment Interest	34	10	10
450-0000-361.13-00	Int. Earned Debt Reserve	6,153	-	-
450-0000-361.55-08	Interest-ULID 21	9,064	8,526	8,554
450-0000-368.10-08	Principal-ULID 21	-	10,824	11,871
450-0000-383.10-00	Contributed Capital	1,498,664	-	-
450-0000-397.06-00	Transfer In 410 Fund	502,540	501,542	504,370
Total Water Debt Service Fund Revenues		2,016,455	4,020,892	4,024,795

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Water Debt Fund - Expenditures</i>				
Finance - Debt Retirement				
Debt Service				
450-3401-534.82-01	Depreciation-Utilities	3,481,720	3,500,000	3,500,000
450-3401-591.72-05	Principal-2013 Rev Bonds	-	274,464	282,781
450-3401-592.83-05	Interest-2013 Rev Bonds	213,996	226,828	221,339
450-3401-592.84-00	Issue Cost	-	250	250
450-3401-597.69-06	Transfer Out 202 Fund	20,425	19,350	20,425
Total Water Debt Service Fund Expenditures		3,716,141	4,020,892	4,024,795



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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 and ULID #24, which included the replacement of a community septic system with a sewer interceptor connection to the city system.

2018 budget includes \$37,266 for interest and principal for 2015 revenue bonds (ULID23).

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Wastewater Debt Fund - Revenues</i>				
Revenues				
451-0000-308.02-00	Debt Service Cash	-	760,767	-
451-0000-308.04-00	Depreciation-Balancing	-	2,349,650	2,349,650
451-0000-361.13-00	Int. Earned Debt Reserve	302	350	3,500
451-0000-361.55-09	Interest-ULID #23	21,784	20,291	19,186
451-0000-361.55-10	Interest-ULID #24	45,081	46,334	45,777
451-0000-368.10-09	Principal-ULID# 23	-	16,687	18,080
451-0000-368.10-10	Principal-ULID #24	1,939,639	134,724	59,387
451-0000-383.10-00	Contributed Capital	1,789,532	-	-
451-0000-391.30-04	ULID #24	-	1,294,000	-
Total Wastewater Debt Service Fund Revenues		3,796,338	4,622,803	2,495,580

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Wastewater Debt Fund - Expenditures</i>				
Finance - Debt Retirement				
Debt Service				
451-3501-508.80-00	Unreserved Funds	-	-	3,420
451-3501-535.82-01	Depreciation-Utilities	2,093,503	2,350,000	2,350,000
451-3501-535.85-01	Debt Reserve for Covenant	-	87,617	-
451-3501-591.72-07	ULID #24 Bonds	-	181,058	104,894
451-3501-592.84-00	Issue Cost	-	27,510	-
451-3501-592.85-02	to Fund 202-ULID23	20,806	36,978	37,266
451-3501-597.02-03	Transfer Out 411 Fund	-	1,939,640	-
Total Wastewater Debt Service Fund Expenditures		2,114,309	4,622,803	2,495,580



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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 of various improvement projects including reservoirs, tanks, and major transmission lines.

The 2018 budget includes \$102,005 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	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Stormwater Debt Fund - Revenues</i>				
Revenues				
452-0000-308.04-00	Depreciation-Balancing	-	1,650,000	1,650,000
452-0000-361.11-00	Investment Interest	85	-	-
452-0000-383.10-00	Contributed Capital	683,155	-	-
452-0000-397.05-00	Transfer In 412 Fund	101,686	101,484	102,056
Total Stormwater Debt Service Fund Revenues		784,926	1,751,484	1,752,056

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Stormwater Debt Fund - Expenditures</i>				
Finance - Debt Retirement				
452-4201-538.82-01	Depreciation-Utilities	1,760,853	1,650,000	1,650,000
452-4201-591.72-05	Principal-2013 Rev Bonds	-	55,536	57,219
452-4201-592.83-05	Interest-2013 Rev Bonds	43,300	45,897	44,786
452-4201-592.84-00	Issue Cost	-	51	51
Total Stormwater Debt Service Fund Expenditures		1,804,153	1,751,484	1,752,056



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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 2018 budget for the Equipment Rental Fund is **\$3,383,773** 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.

2018 PROGRAMS, GOALS AND PRIORITIES

- Ensure 2018 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	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Equipment Rental Fund - Revenues</i>				
Revenues				
501-0000-308.00-00	Estimated Beginning Cash	-	538,498	1,023,159
501-0000-348.10-07	M&O-Police	324,292	287,164	256,807
501-0000-348.10-08	M&O-Planning & Comm. Dev.	15,892	19,622	19,382
501-0000-348.10-09	M&O-Public Works	42,073	59,811	65,515
501-0000-348.10-10	M&O-Parks & Recreation	18,629	17,924	18,176
501-0000-348.10-11	M&O-Facilities Maint.	3,777	3,194	2,478
501-0000-348.10-12	M&O-Parks Maintenance	170,193	170,014	167,288
501-0000-348.10-13	M&O-Water	256,583	225,258	216,027
501-0000-348.10-14	M&O-Wastewater	127,210	114,829	109,681
501-0000-348.10-15	M&O-Stormwater	122,174	106,735	97,696
501-0000-348.10-16	M&O-Streets	129,075	145,259	121,236
501-0000-348.10-17	M&O-Animal Services	23,643	28,056	27,475
501-0000-348.10-18	Drug Unit	-	2,038	2,077
501-0000-348.10-20	M&O-City Hall Common	6,618	8,328	7,007
501-0000-348.10-22	M&O-Fire District #3	41,171	83,026	85,866
501-0000-348.10-23	M&O-Water Resources	7,361	8,930	6,989
501-0000-348.10-24	M&O-RAC	39,503	29,755	22,825
501-0000-348.20-07	Replacement-Police	135,544	159,782	192,943
501-0000-348.20-08	Replacement-Planning & CD	9,380	6,811	5,081
501-0000-348.20-09	Replacement-Public Works	38,463	34,902	44,665
501-0000-348.20-10	Replacement-Parks & Rec.	10,064	9,845	13,610
501-0000-348.20-11	Replacement-Facility Main	890	890	6,077
501-0000-348.20-12	Replacement-Parks Maint.	115,705	89,442	110,031
501-0000-348.20-13	Replacement-Water	194,582	193,659	178,522
501-0000-348.20-14	Replacement-Wastewater	163,981	179,284	210,729
501-0000-348.20-15	Replacement-Stormwater	105,443	103,536	72,398
501-0000-348.20-16	Replacement-Streets	78,990	81,360	111,450
501-0000-348.20-20	Replacement-City Hall	10,849	8,131	11,949
501-0000-348.20-23	Replacement-Water Resource	6,738	6,739	5,383
501-0000-348.20-24	Replacement-RAC	49,418	46,114	51,251
501-0000-361.11-00	Investment Interest	38,515	15,335	120,000
501-0000-367.00-00	Contributions	-	10,000	-
501-0000-369.13-00	Proceeds of Capital Asset	3,505	-	-
501-0000-369.40-00	Court Fees /Judgments	49,453	-	-
501-0000-369.90-00	Other Misc Revenue	135	-	-
501-0000-373.00-00	Other Gains & Losses	(11,868)	-	-
501-0000-383.11-00	From Governmental Funds	81,654	5,019	-
Total Equipment Rental Fund Revenues		2,409,635	2,799,290	3,383,773

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Equipment Rental Fund - Expenditures</i>				
Public Works Equipment Rental				
General Services				
501-4801-508.80-00	Unreserved Funds	-	278,954	396,233
501-4801-548.10-01	Salaries-Regular	128,296	131,387	131,160
501-4801-548.10-05	Salaries-Overtime	-	200	200
501-4801-548.20-01	Employer Paid Benefits	52,471	56,561	57,125
501-4801-548.20-42	GASB68 Pension Expense	(7,917)	-	-
501-4801-548.31-01	Office & Operating Supply	477	750	750
501-4801-548.31-17	Supplies-Uniform Purchase	1,705	2,200	2,200
501-4801-548.41-01	Prof. Svc-Other	-	1,000	1,000
501-4801-548.41-26	Prof. Svc-Administration	-	250	250
501-4801-548.43-01	Transportation/Per Diem	98	450	450
501-4801-548.43-02	Dues, Subscriptions, Publ	363	641	641
501-4801-548.43-03	Registrations	789	1,500	1,750
501-4801-548.45-02	IMS Rental	8,172	8,025	10,952
501-4801-548.46-02	Insurance-Fire/Property	6,857	6,857	2,021
501-4801-548.46-04	Insurance-Vehicle	28,587	28,587	35,539
501-4801-548.46-06	AWC-L & I Pool	589	607	607
501-4801-548.47-01	Utility-Electrical	4,135	5,001	5,001
501-4801-548.47-02	Utility-City of Lacey	4,807	5,000	5,000
501-4801-548.47-03	Utility-Gas	2,449	6,000	6,000
501-4801-548.48-01	Rep & Maint-Equipment	280	650	650
501-4801-548.48-03	Rep & Maint-Facilities	1,672	2,896	2,896
501-4801-548.49-10	Uniform Contract/Cleaning	755	1,000	1,000
501-4801-548.49-25	Assessments/Taxes	151	150	150
501-4801-548.49-35	CDL-Physicals/Licenses	198	350	350
501-4801-548.60-01	Capital Outlays-Equipment	9,037	17,491	-
501-4801-548.60-02	Capital Outlays-Replace	275,125	534,717	1,018,376
501-4801-548.60-99	Capitalized Fixed Asset	(263,451)	-	-
501-4801-548.65-02	Depreciation-Vehicles	669,946	654,162	640,351
Total General Services		925,591	1,745,386	2,320,652
Preventative Maintenance				
501-4802-548.10-01	Salaries-Regular	128,152	131,482	135,966
501-4802-548.10-05	Salaries-Overtime	-	200	200
501-4802-548.10-06	Salaries-Part-Time	7,600	10,057	10,460
501-4802-548.20-01	Employer Paid Benefits	60,471	61,408	64,125
501-4802-548.31-01	Office & Operating Supply	97,345	125,000	125,000

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Equipment Rental Fund - Expenditures</i>				
Public Works Equipment Rental				
Preventative Maintenance-Continued				
501-4802-548.31-02	Small Tools & Equipment	5,692	5,000	5,000
501-4802-548.31-27	Software Upgrade	2,071	2,900	2,900
501-4802-548.41-01	Prof. Svc-Other	-	1,000	1,000
501-4802-548.48-01	Rep & Maint-Equipment	59,476	55,262	55,262
501-4802-548.49-30	Software Maintenance	1,842	1,595	1,595
501-4802-548.60-01	Capital Outlays-Equipment	136	-	-
Total Preventative Maintenance		362,785	393,904	401,508
Fuel, Oil, Tires				
501-4803-548.10-01	Salaries-Regular	23,542	24,156	24,979
501-4803-548.20-01	Employer Paid Benefits	10,645	10,946	11,736
501-4803-548.31-01	Office & Operating Supply	908	1,387	1,387
501-4803-548.34-01	Fuel	209,068	377,109	377,109
501-4803-548.34-02	Diesel	85,936	206,381	206,381
501-4803-548.34-03	Tires	27,452	35,205	35,205
501-4803-548.41-01	Prof. Svc-Other	2,190	2,000	2,000
501-4803-548.48-01	Rep & Maint-Equipment	1,595	2,816	2,816
Total Fuel, Oil, Tires		361,336	660,000	661,613
Total Equipment Rental Fund Expenditures		1,649,712	2,799,290	3,383,773

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 2018 budget for Information Management Services is **\$2,016,331** 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, and a Help desk/ 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.

2018 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	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Information Management Service Fund - Revenues</i>				
Revenues				
502-0000-308.00-00	Estimated Beginning Cash	-	511,181	242,531
502-0000-348.10-01	M&O-City Manager	9,890	10,314	12,907
502-0000-348.10-02	M&O-Finance	25,811	26,486	28,300
502-0000-348.10-03	M&O-City Council	11,992	13,933	16,741
502-0000-348.10-05	M&O-Public Affairs/HR	19,635	23,488	26,974
502-0000-348.10-06	M&O-Community Bldgs	8,519	8,884	7,139
502-0000-348.10-07	M&O-Police	108,591	117,529	110,251
502-0000-348.10-08	M&O-Planning & Comm. Dev.	55,598	57,843	60,485
502-0000-348.10-09	M&O-Public Works	47,875	45,617	50,772
502-0000-348.10-10	M&O-Parks & Recreation	27,853	30,765	39,029
502-0000-348.10-11	M&O-Facilities Maint.	1,579	1,585	1,501
502-0000-348.10-12	M&O-Parks Maintenance	13,737	14,028	9,018
502-0000-348.10-13	M&O-Water	178,723	189,702	196,346
502-0000-348.10-14	M&O-Wastewater	92,721	99,138	96,915
502-0000-348.10-15	M&O-Stormwater	47,730	50,441	49,985
502-0000-348.10-16	M&O-Streets	16,475	16,944	13,983
502-0000-348.10-20	M&O-City Hall Common	714,316	755,318	755,621
502-0000-348.10-21	M&O-Equipment Rental	6,156	6,362	8,187
502-0000-348.10-23	M&O-Water Resources	22,231	27,476	27,764
502-0000-348.10-24	M&O-RAC	9,337	9,678	7,938
502-0000-348.20-01	Replacement-City Manager	2,519	2,840	5,254
502-0000-348.20-02	Replacement-Finance	3,430	6,306	9,838
502-0000-348.20-03	Replacement-City Council	3,478	3,435	2,524
502-0000-348.20-05	Replacement-PA/HR	8,092	7,617	9,430
502-0000-348.20-06	Replacement-Comm Bldgs	2,989	3,926	2,369
502-0000-348.20-07	Replacement-Police	71,746	58,167	59,155
502-0000-348.20-08	Replacement-Planning & CD	27,270	11,165	23,696
502-0000-348.20-09	Replacement-Public Works	60,814	35,654	29,998
502-0000-348.20-10	Replacement-Parks & Rec.	7,259	7,707	11,680
502-0000-348.20-11	Replacement-Facility Main	638	569	322
502-0000-348.20-12	Replacement-Parks Maint.	3,454	2,989	2,496
502-0000-348.20-13	Replacement-Water	13,427	14,323	17,365
502-0000-348.20-14	Replacement-Wastewater	7,904	8,629	7,092
502-0000-348.20-15	Replacement-Stormwater	2,448	2,531	3,864
502-0000-348.20-16	Replacement-Streets	6,541	6,150	5,356
502-0000-348.20-20	Replacement-City Hall	25,644	18,428	28,001
502-0000-348.20-21	Replacement-Equip Rent	2,016	1,663	2,765

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Information Management Service Fund - Revenues/Expenditures</i>				
Finance				
502-0000-348.20-23	Replacement-Water Resourc	7,962	8,082	8,657
502-0000-348.20-24	Replacement-RAC	4,562	4,658	5,082
502-0000-361.11-00	Investment Interest	11,693	9,500	19,000
502-0000-369.10-00	Sale of Scrap & Surplus	4,449	-	-
502-0000-369.13-00	Proceeds of Capital Asset	1,161	-	-
502-0000-383.11-00	From Governmental Funds	-	13,047	-
Total Information Mgmt. Services Fund Revenues		1,698,265	2,244,098	2,016,331
Total City Revenues		88,941,752	135,964,571	130,017,984

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
<i>Information Management Service Fund - Revenues/Expenditures</i>				
Finance				
Central System Support				
502-1801-518.10-01	Salaries-Regular	169,765	222,761	193,283
502-1801-518.10-05	Salaries-Overtime	155	3,000	3,000
502-1801-518.20-01	Employer Paid Benefits	75,004	107,083	91,604
502-1801-518.20-03	Unemployment Compensation	13,280	-	-
502-1801-518.20-42	GASB68 Pension Expense	(579)	-	-
502-1801-518.31-01	Office & Operating Supply	1,380	14,000	14,000
502-1801-518.31-27	Software Upgrade	4,928	8,000	8,000
502-1801-518.41-25	Prof. Svc-Computer	-	10,000	10,000
502-1801-518.42-01	Telecommunications	10,303	36,380	18,120
502-1801-518.42-05	Communications-Webhosting	7,500	10,000	10,000
502-1801-518.43-01	Transportation/Per Diem	1,817	8,000	8,000
502-1801-518.43-02	Dues, Subscriptions, Publ	1,230	2,000	2,000
502-1801-518.43-03	Registrations	749	8,000	8,000
502-1801-518.46-06	AWC-L & I Pool	164	144	144
502-1801-518.48-01	Rep & Maint-Equipment	164	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	20	-	-
502-1801-518.49-30	Software Maintenance	173,623	188,145	202,000
502-1801-518.49-31	Hardware Maintenance	77,443	66,000	56,000
502-1801-518.49-67	Web Services	1,082	2,000	2,000
Total Central System Support		538,052	697,013	637,651
PC & Network Support				
502-1802-518.10-01	Salaries-Regular	350,690	440,774	489,064
502-1802-518.10-05	Salaries-Overtime	288	3,000	3,000
502-1802-518.20-01	Employer Paid Benefits	155,833	214,797	229,325
502-1802-518.31-01	Office & Operating Supply	6,121	10,000	10,000
502-1802-518.41-25	Prof. Svc-Computer	394	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	25,371	10,000	10,000
502-1802-518.60-01	Capital Outlays-Equipment	101,265	494,707	238,728
502-1802-518.60-09	Software Assurance	57,517	60,000	60,000

Account Number	Description	2016 Actual Revenue/Expense	2017 Amended Budget	2018 Adopted Budget
Total PC & Network Support-Continued				
502-1802-518.60-99	Capitalize Assets	(7,964)	-	-
502-1802-518.65-04	Depreciation-IMS Equip	63,177	162,312	188,396
Total PC & Network Support		752,692	1,414,090	1,247,013
Help Desk				
502-1803-518.10-01	Salaries-Regular	54,126	77,624	82,128
502-1803-518.10-05	Salaries-Overtime	-	1,500	1,500
502-1803-518.20-01	Employer Paid Benefits	22,170	40,971	35,139
502-1803-518.31-01	Office & Operating Supply	154	7,000	7,000
502-1803-518.41-25	Prof. Svc-Computer	20,739	-	-
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	-	800	800
502-1803-518.49-05	Professional Development	-	2,000	2,000
Total Help Desk		97,189	132,995	131,667
Total Information Mgmt. Services Fund Expenditures		1,387,933	2,244,098	2,016,331
Total City Expenditures		88,941,752	135,964,571	130,017,984



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