



2024 BUDGET



City of Lacey, Washington



City of Lacey, Washington 2024 Adopted Budget



Prepared by the
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A Message from
Rick Walk, City Manager
October 12, 2023

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

Introduction

The adopted 2024 Budget is balanced and provides the necessary means to maintain the existing level of services for a community population of 59,430 and 28,863 utility accounts. A significant investment in critical infrastructure will continue to occur within the community's street system, parks, utilities and including expansion of facilities with the construction of the new police station. The new police station, a \$61.5 million dollar project, is the first expansion of City facilities since 2008. A critical need in providing functional work space for an employee group that has grown significantly since the existing facility was built in 1985 and subsequently remodeled in 2000.

As demonstrated by the need for the new police station, investment into City facilities will need to continue as a priority as the organization continues to expand to provide key services to a rapidly growing community. Proactively developing a capital facilities plan and updating the City's six-year financial strategy will create a roadmap of how the City can meet the needs of the community while maintaining good stewardship and accountability of public funds.

As we move further away from the global COVID-19 pandemic, the most impacted economic sectors, food and hospitality, are beginning to recover to support community needs and tourism. However, the community continues to face pressures and uncertainty with an inflationary environment not seen for many years, climbing interest rates, the challenges of recruiting labor to fill open positions. Adding to the labor challenges is the continued impact of a lack of accessible and affordable childcare. In response to these

pressures, it is imperative for the City to maintain sound financial practices, continue to deliver core services at current levels and focus on key Council and community priorities. This budget does so and reflects the Council's policy priorities, which include:

A Safe and Secure Community through the investment in the new police station, supporting on-going capacity for police and continued funding for homeless response services.

A Vibrant and Diverse Economy by investing in Mid-Town and Depot Districts, workforce development, and strategic infrastructure investments.

Vibrant Place to Live, Work, and Play through the continued investment in park development and enhancement and preserving and documenting Lacey's history.

Environmental Stewardship by investment in energy efficiency programs for Lacey households, installation and expansion of electric vehicle charging stations and continue regional benchmarking, partnership and coordination.

Quality Transportation and Infrastructure with continued investment in the street overlay program and capital projects to create safe intersections, multi-modal enhancements and connectivity.

An Engaged Community through creating additional capacity in public affairs and investment in the implementation of the City's communication plan.

Excellence in Programs and Services through investments in tools, resources, incentives to attract and retain staff and provide the resources for them to deliver services to the community.

Coordinated and Collaborative Planning by providing the resources to meet the State requirements to update the Comprehensive Plan by 2025, implement the public engagement strategies in 2024 and begin the study and analysis necessary for developing a strategy in coordination with

the County for annexation and permitting for unincorporated urban growth area

There are many factors and forces that shape the budget. Maintaining existing services, focusing on community priorities, investing in workforce and continuing fiscal stewardship will position the City to be able to meet the needs of the community and be able to respond to economic or social uncertainties.

Total Budget

The 2024 Total Budget maintains the City's commitment to the delivery of quality services and programs to the Lacey community as well as investments in key priority areas. In financial terms, the 2024 Lacey Total Budget equals \$303,609,232. Although the Lacey budget consists of 29 funds, the financial position of the City can best be illustrated by its six distinct parts: the **General Fund, Capital Projects Funds, Special Revenue Funds, Debt Service, Utility Funds, and Internal Service Funds.**

General Fund

The General Fund is the primary fund that most Lacey residents associate with direct services. This is the portion of the budget that receipts sales taxes, property taxes, business and occupation taxes, and utility taxes. These sources of revenue provide the necessary funds to pay for parks, public safety, street maintenance, and general government services. For the 2024 Budget, the General Fund totals \$87,482,207. This fund supports a total workforce of 264 FTEs in 2024, which is necessary to deliver essential services to the community. Compared to 2023, this represents three additional positions. New positions in the adopted General Fund budget include a Communications Manager, a Digital Forensic Investigator and one Police Officer to backfill an officer that will be an instructor at the State Basic Law Enforcement Academy.

The 2024 General Fund increased by 14.0% or \$10.7 million in comparison to the amended 2023 General Fund. Transfers out of the General

Fund from year-to-year related to capital projects contribute to this overall increase. Projects include the start of the two-year new police station construction, RAC parking lot expansion, and design and start of construction of the Greg Cuoio Parks Master Plan Phase 1A. However, total salaries and benefits provide a better barometer on changes within the General Fund. In the adopted 2024 General Fund, salaries and benefits equal \$39,048,368. Compared to the amended 2023 General Fund Budget, salaries and benefits totaled \$36,281,501. This represents an approximately 7.6% increase or \$2,766,867. With the limited investment in City personnel, it should be noted that the percentage of personnel costs compared to the total General Fund remained relatively constant between 2023 and 2024 (i.e.; 65% in 2024 and 63% in 2023) when deducting transfers out of the overall balance.

The future police station is scheduled to begin construction early in 2024 with a completion date anticipated in late 2025. The total project cost is approximately \$61.5 Million. In 2023, the City Council approved a funding strategy that included, \$13.7M in General Fund reserves, \$5M in Design and Land reserves, \$18M of Real Estate Excise Tax (REET) reserves, \$6.8M of ARPA funds and the issuance of a Limited-Term General Obligation Bonds using future REET revenues for bond payments. It is anticipated that debt will be issued in 2025. Any cost savings in the project could be used to reduce the total amount of debt issuance to reduce pressure on future REET revenues and debt interest cost.

Additionally, the General Fund supports Lacey's premier parks system, which includes 1,200 acres of parks and recreation space unequaled in the region. The largest park in Lacey's park system, Greg Cuoio Park and Greenways, will complete design work and permitting in 2024 and enter into an initial construction phase late 2024. Significant public engagement and outreach has informed the master plan for this park, which proposes an extensive trail system, shelter facility, playground equipment, passive spaces, and an 18-hole disc golf course. This is a multi-million-dollar investment in one of the City's largest parks.

Additionally, Lacey continues to address and respond to community needs. The Lacey Veterans Services Hub annually serves between 5,000 and 6,000 client appointments to help the men and women who served our country. This is accomplished through key community partnerships and non-profits to provide services and assistance related to education, housing, job placement, financial aid, and mental health counseling. This is part of the City's broader efforts to fund a variety of social service programs including addressing homelessness with a total investment of over \$1.2 million for 2024 plus additional support embedded in other operating budgets.

The General Fund also supports human services and homeless response programs. The budget continues to invest in human services by establishing a local human services grant program. With initial funding of \$300,000, the program will provide resources to those in need in our community through an annual comprehensive, transparent and competitive application and award program. In addition, the general fund continues to support local homeless response programs by continuing to fund the Community Resource Unit, Mobile Outreach Team and Rapid Response Team with reserves. Finally, this budget supports continued regional coordination to address housing and homelessness in the County by providing \$190,881 to be allocated by the Regional Housing Council for low-income housing projects.

The primary revenues that support the General Fund is both sales tax and property tax—combined both sources total 29.6% of the General Fund's total revenue. Sales tax projections for 2024 are \$17,102,753. Compared to last year, this is a \$1.2 million increase. Sales tax revenue, however, is subject to fluctuations due to the strength of the economy. The other key revenue is property tax. For 2024, Lacey's preliminary assessed value dropped to \$12.2 billion, a \$370.7M or 2.96% decrease. This decline in assessed value reflects the effects of rising interest rates and the slowing of the housing market that has been impacted by continual interest rate increases. In calculating property taxes for next year, Lacey's regular

levy is subject to a 1% growth factor with the exception of values related to new construction or annexation adjustments. The 1% adjustment equals \$84,887. For the adopted 2024 General Fund budget, revenue from property tax is estimated at \$8,695,198. This amount will be distributed over all taxable property. As a result, the estimated levy rate for 2024 is just over \$0.72 per \$1,000 of taxable assessed value.

Capital Projects:

Funds within Capital Projects include Arterial Streets, Transportation Benefit District, CDBG, Building Improvement, Parks and Open Space, and Regional Athletic Complex. The Capital Projects budget will total \$68,870,643 next year. Last year, Capital Projects totaled \$33,174,669. This number fluctuates from year-to-year due to the changes in the number and scale of projects included in the respective budgets. For 2024, the construction of the new Police Station and Greg Cuoio Parks Master Plan Phase 1A combine for a \$34.4 million increase to the total capital projects budget.

The following captures some of the roadway projects and one-time projects scheduled for 2024:

- \$29,160,384 - Year One of New Police Station Construction
- \$5,229,819 - Greg Cuoio Parks Master Plan Phase 1A Design and Start of Construction
- \$2,000,000 - Carpenter Road and Britton Parkway Roundabout
- \$4,185,369 - College Street Extension
- \$442,000 - Bush Park Playground Equipment Replacement
- \$3,142,500 - College Street and 16th Avenue Roundabout Right-of-Way
- \$684,000 - College Street and 29th Avenue Roundabout Design
- \$4,640,000 - 2023 Overlay Street Program
- \$700,000 - Electric Car Stations
- \$400,000 - 7th Avenue and college Street Roundabout
- \$549,000 - RAC Frontage Improvements
- \$200,000 - LED Street Light Conversion

Special Revenue

Special Revenue consists of two funds—Hick Lake Management District (District) and the Lodging Tax Fund. Combined, these two sources total \$648,931. The City Council established the District in 2015 after property owners petitioned the City to address aquatic vegetation that reduces water quality and the use of the lake. Property owners that front Hicks Lakes or have legal access, pay a special assessment on their property taxes to fund the District. This year, the budget for the District totals \$48,931 with \$45,900 of the total raised through assessments.

The Lodging Tax Fund will total \$600,000 for 2024. Lacey charges a 4% hotel/motel tax for each room booked for the night. This revenue source declined dramatically during the pandemic, which corresponded with a decrease in travel. Seven hotels/motels are currently located in Lacey with a total of 532 rooms. For 2024, lodging revenues are projected to reach \$560,228, which now exceeds pre-COVID-19 levels. The Lodging Tax Advisory Committee, a five-member board, receives applications each year to invest lodging tax dollars collected by the City in activities that will generate tourism and hotel/motel stays. This year the Lodging Tax Advisory Committee recommended 20 applications for funding consideration. Activities range from sporting events, cultural activities, community festivals, marketing and operations of the Lacey Regional Athletic Complex.

G.O. Debt

The City of Lacey should take pride in its relatively low debt position for a community of our size. Although Lacey's statutory debt capacity (i.e., 7.5% of Lacey's Assessed Valuation) allows the City to leverage up to \$940,466,675. It is anticipated the city's debt limit will decrease slightly with the projected lower assessed valuation. Our actual outstanding debt obligations total only \$10,347,000, or 1.1% of our limit.

For 2024, Lacey's annual debt payments will equal \$934,600.

Enterprise Funds

Enterprise Funds comprise the largest portion of the adopted 2024 Total Budget. In 2024, the Enterprise Funds or Lacey Utilities will total \$138,054,438, or just under half of next year's budget. Lacey oversees three utilities: water, wastewater, and stormwater. The value of these comprehensive public infrastructure systems totals nearly \$286 million. For perspective, the Lacey utilities operates 20 wells, seven reservoirs, 400 miles of water mains, 48 wastewater lift stations, 200 sewer mains, 5,200 catch basins, and 47 stormwater ponds. The utilities are maintained and managed by a total staff of 67.50 FTEs. Expenditures to support this workforce equals \$9,779,329.

In 2024, capital expenditures in the utilities will total \$58,067,092. The following represents a sampling of the project investment in the Lacey Utilities:

- \$7,500,000 - Madrona Wells pH Treatment
- \$7,000,000 - Westside Wells pH Treatment
- \$2,500,000 - College Street Extension (Water)
- \$2,100,000 - (Terry Cargil) Reservoir-Intelco Loop & Corporate Center Drive
- \$2,100,000 - Water Improvements related to the 2024 Overlay Program
- \$2,000,000 - Golf Club Watermain
- \$3,000,000 - Tolmie Park (ULID)
- \$2,300,000 - Liftstation 3 Replacement
- \$1,800,000 - Golf Club Wastewater Improvements
- \$1,500,000 - Liftstation 17 Replacement
- \$1,500,000 - Liftstation 6 Replacement
- \$350,000 - Stormwater Lines (26th Avenue and Golf Club Road)
- \$250,000 - Decant Effluent Modification

Utility rates fund the necessary operations, maintenance, and capital expenditures of Lacey's three utilities. Single-year rate adjustments are adopted for water, wastewater, and stormwater. These adjustments include 5.25% for water, 9.50% for wastewater, and 4.50% for stormwater. In terms of dollars, this adopted rate equates to a \$1.72 per month water bill increase (based on 700 cubic feet of water usage), a \$2.62 per month

increase for sewer, and a \$0.61 per month increase for stormwater. Additionally, LOTT, the region's wastewater treatment provider, will increase rates by \$1.34 per month.

Internal Service Funds

The City uses an Internal Service Fund to account for its technical needs (i.e., computer, software, server, communications, etc.) through Information Services and fleet maintenance (i.e., vehicles, heavy equipment, maintenance, etc.) with the Equipment Rental Fund. Internal service funds total \$8,109,548 for the adopted 2024 Budget. Of significance is the City efforts to transition from internal combustion engines vehicles to all electric vehicle. The budget includes the purchase of electrical vehicles wherever operationally feasible. Vehicle procurement, continues to be a challenge based on manufacture inventory and other supply chain constraints. Overall vehicles and other equipment purchases in the Equipment Rental Fund will total approximately \$3.3 million in 2024.

Conclusion

From exponential community growth and expansion, organizational growth with the addition of 68 employees over the last six years, responding to a global pandemic to the subsequent labor disruption, the City has been resilient to change

and unforeseen circumstances over the past several years. The City of Lacey Council and staff can be proud of what has been accomplished in the past few years on behalf of our community. In response, the Lacey community can be confident that their local government is serving them in an efficient, responsive and conscientious manner.

The adopted 2024 Budget highlights priorities, planned investments and measures to continue a sustainable and resilient organization and community.

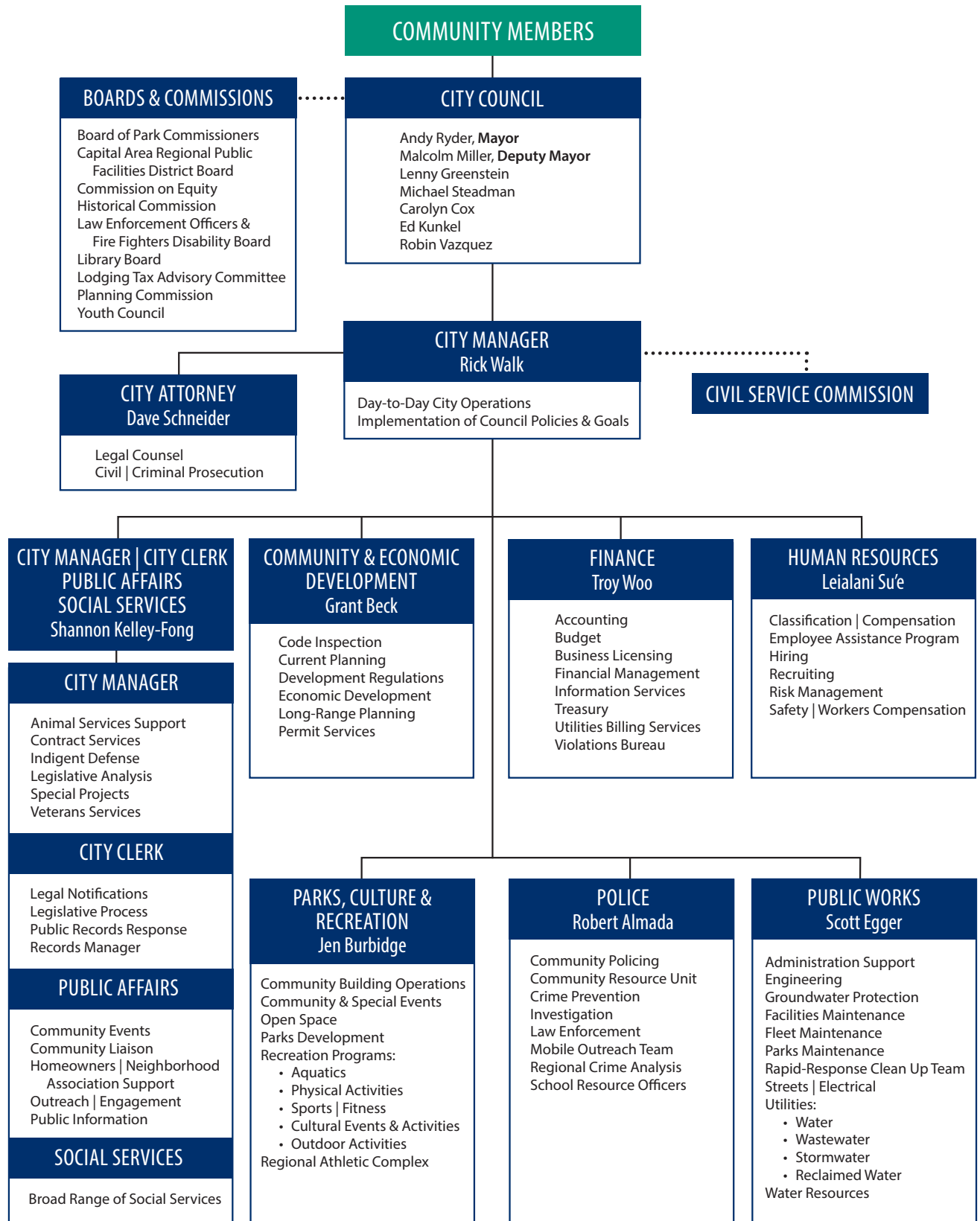
Forecasting our resources, preparing the budget, monitoring its implementation, assuring accountability and transparency, all while getting the work done, takes an exceptional group of professionals. I want to thank the Lacey City Council, the executive leadership team, the Finance Department and all the City employees who participated in the development and preparation of this budget.

Thank you.



Rick Walk
City Manager

LACEY CITY GOVERNMENT

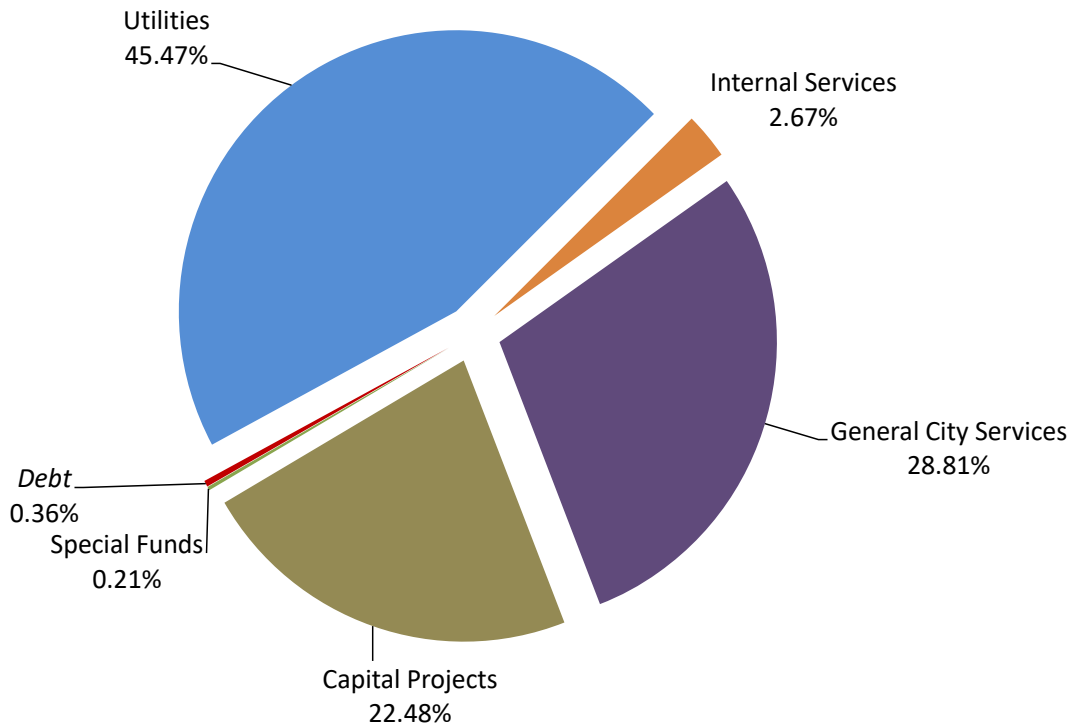


Budget 2024 Summary

The 2024 budget for the City of Lacey (City) totals \$303,609,232. This is a \$79,797,075 or 35.7 percent increase compared to the amended 2023 budget. The City’s 2022 and 2023 budgets were adopted with limited General Fund capital purchases and projects and minimal operational and maintenance expansion. This was due to continuing concerns about the uncertain local and global economy and the need to complete unfinished 2022 projects and initiatives that experienced delay due to supply chain challenges and workforce impacts. The 2024 budget continues

of the local economy such as admissions tax and parks and recreation fees continue to recover from the COVID-19 public health emergency safety measures and the transition to post-pandemic behaviors. The 2024 budget revenue projections include increases, but are mostly the result of adjustments to match recent trends rather than tax base expansion. While inflation has steadily decreased since the mid-2022 peak, through the first half of 2023 it remained higher than historic levels at the local level. The impact is expenditures continue to rise at a rate higher than

Total City Budget by Funds \$ 303,609,232



with the same approach. The \$79.8 million increase is mainly due to one-time transfers relating to the new Police Station construction, development of Greg Cuoio Park Phase 1A, and the debt proceed transfers for the water and wastewater capital improvement programs.

The General Fund’s largest source of revenue, sales tax, continues to exceed projections, but a few segments

projected revenue growth. As a result, service levels, programs, and priorities are maintained in the 2024 budget by using one-time reserves. The City will conduct a strategic financial discussion in early 2024 to identify long-term priorities, resource plans, and funding plans. The adopted 2024 Budget continues to maintain its significant investment in critical infrastructure maintenance and construction, which maintains Lacey residents’ quality of life.

This summary section of the adopted 2024 budget will focus on the goals and priorities of the 29 funds that make 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 adopted budget has a specific role and responsibility. Revenues and expenditures, as adopted, must be balanced and each fund must be closely monitored to ensure accuracy, accountability, and efficiency as well as remain solvent during 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 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 City’s **ENTERPRISE FUNDS**.

Other **CAPITAL and SPECIAL REVENUE FUNDS** account for capital improvement expenditures for streets, buildings, transportation improvements (Transportation Benefit District), Hicks Lake Management District, parks and open space, Regional

Athletic Complex (RAC), and activities of the Lodging Tax Fund. Voter-approved General Obligation Debt along with Local Improvement District (LID) debt also are accounted for separately.

The City established two 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 City’s computer and communications equipment used by all departments.

A Community Block Grant Fund was established to facilitate the pass through of state and federal grants to address special needs within the community satisfy HUD’s CDBG National Objective (a project must benefit Low-and-moderate income (LMI) persons).

Overall, the City accounts for its resources and expenditures in twenty-nine (29) separate funds. It also maintains a joint-venture fund for Animal Services, and an agency fund for the Capital Area Regional Public Facilities District. It also maintains a joint-venture fund for Animal Services, and an agency fund for the Capital Area Regional Public Facilities District.

CITY OF LACEY FUNDS				
General Fund	Enterprise Funds	Capital & Special Funds	Internal Service Funds	Debt Funds
<ul style="list-style-type: none"> ▪ Current Expense ▪ Criminal Justice ▪ Community Buildings ▪ Regional Athletic Complex ▪ City Street ▪ Capital Equipment 	<ul style="list-style-type: none"> ▪ Water utility ▪ Wastewater utility ▪ Stormwater utility ▪ Reclaimed Water utility 	<ul style="list-style-type: none"> ▪ Capital improvement expenditures for streets, buildings, transportation improvement ▪ Community Development Block Grant (CDBG) ▪ Hicks Lake Management District ▪ Parks and open space ▪ Regional Athletic Complex Capital ▪ Lodging Tax 	<ul style="list-style-type: none"> ▪ Equipment Rental Fund ▪ Information Management Services Fund 	<ul style="list-style-type: none"> ▪ General Obligation Debt ▪ Local Improvement District (LID)

The General Fund

The General Fund provides and accounts for most traditionally recognized local government functions, including:

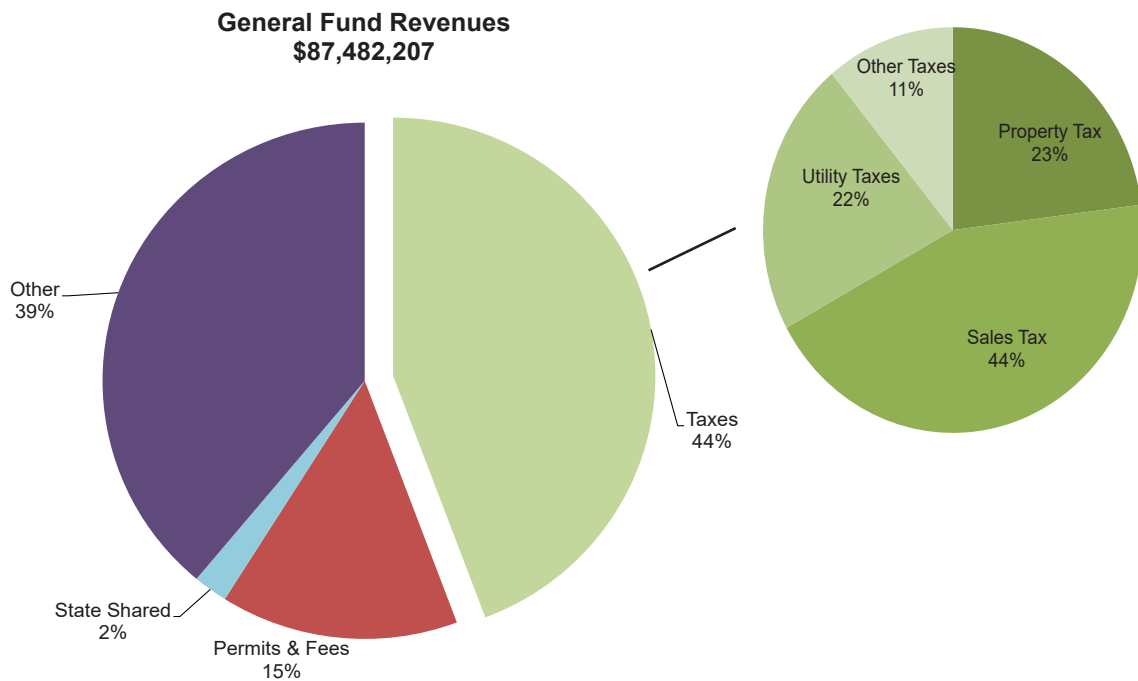
- Public safety services, including the Lacey Police Department
- Health and social services
- Recreation and culture programs
- Financial and administrative services
- Community development including planning, zoning, permits, code enforcement and building inspection
- Maintenance of parks, streets, and rights-of-way
- Public works administration and engineering services

General Fund - Revenue Summary

Property and sales tax revenues are the most significant income sources for the General Fund. Combined, they total \$25,933,273.

Property Tax

The property tax levy for 2024 has been estimated by calculating the one percent allowable limitation, recovering the value of refunds, and adding new construction valuation. The one percent adjustment amounts to a \$84,887 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

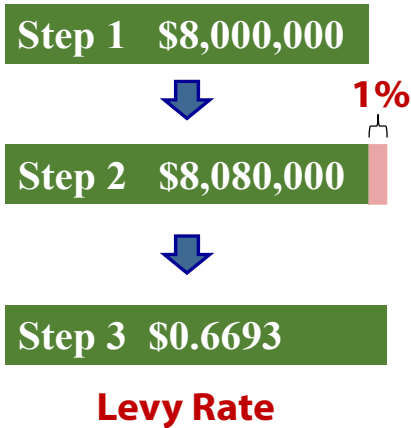


The total General Fund budget for 2024 is \$87,482,207, which is 14.0 percent or \$10.7 million higher than the 2023 amended budget. The increase to the General Fund Budget expenditures is mostly attributed to lower one-time transfers out of committed reserves to the City’s top capital investments, the new Police Station facility and development of Greg Cuoio Park Phase 1A. The increase also includes increases to the workforce and inflationary impacts.

cost increases associated with a \$60.2 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 help maintain service levels each year.

Preliminary values issued by Thurston County Assessor’s Office indicate that the City’s total new construction will increase \$176.0 million. This increase is very significant because new

**SIMPLIFIED
EXAMPLE**



**Total Assessed Value of
City of Lacey
\$12.7 Billion**

Prior Year's Fixed Regular Lacey

**City Regular Levy: Per State Law . . . Levy
May Increase by 1%**

**The City Levy Rate is calculated by dividing the
total amount of the proposed City levy by the
City's total assessed value. The rate is
distributed to each \$1,000 of assessed value of
taxable property**

construction and annexation valuation is not subject to the one percent maximum increase limitation. The preliminary estimate indicates that existing overall property value assessments may decrease 4.4 percent due to market value decreases. Based on this information, the City's regular levy is estimated to be \$8,830,520. As a result, the levy rate will increase \$0.0485 to \$0.7255 per \$1,000 of assessed property value.

Sales Tax

Sales tax receipts for 2023 are exceeding projections largely in part to the full recovery of the restaurant service industry. The 2024 sales tax projection is \$1,190,202 higher compared to the original 2023 projection. The projected increase is related to a reset to historical trends rather than a significant increase to retail sales activity. The City's conservative sales tax projections are maintained due to the continued uncertain economic future. Construction activity is expected to remain stronger than historical levels during 2024 due to anticipated multi-family development.

The 2024 Budget anticipates an increase in overall sales tax receipts to \$17,102,753, which is a 7.5 percent increase compared to the amended 2023

Budget. The 2024 sales tax projection was adjusted to reflect the current trends, but at the same time recognizes the uncertain economic outlook.

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 19.6 percent of the adopted 2024 General Fund budget.

Lacey's retail sales per capita remains low compared to the surrounding communities. Based on population, Lacey is the 23rd largest city in the State. However, the City's sales tax per-capita basis ranks 103rd.

The Criminal Justice Fund is projected to receive \$1,392,245 in sales tax revenue that is collected from a special countywide levy and distributed by the County on a per-capita basis.

Utility Tax

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, and Capital

Equipment. It is estimated that utility tax receipts for 2024 will be \$8.56 million.

The adopted budget assumes the additional 6.04 percent water utility tax will be rescinded effective January 1, 2024. These utility taxes previously funded fire protection expenses, which were determined to be General Fund responsibilities. However, water utilities are now authorized to maintain assets used to provide fire protection. As a result, overall utility taxes will be reduced \$950,667 when the fire protection utility taxes are rescinded. The remaining utility taxes are projected to increase \$622,590 due to current consumption trends and projected utility rate increases.

Other Taxes & Fees

“Other taxes” total \$4,244,477 or 15.7 percent of General Fund revenues. With few exceptions, the taxes generated within this category have recovered from the impacts caused by the COVID-19 public health emergency.

Business & Occupation Tax

It is anticipated that Business and Occupation (B&O) tax revenue will increase compared to the adopted 2023 Budget and total \$3,503,777 in 2024.

Admissions Tax

Admissions taxes projections are expected to remain lower than historical levels at \$180,000.

Gambling Tax

Total gambling tax revenues are expected to increase to \$540,700 in 2024, which is higher than historical levels

Development Fees

Anticipated revenue from building permits, development review fees, and related services have peaked since the recovery from the Great Recession, but remains stable. The following table illustrates the most recent planning related revenues:

The following table illustrates the most recent planning related revenues:

	<u>Planning Fees</u>	<u>Variance</u>
2024 Proj.	2,140,000.00	100,750.00
2023 Bud.	2,039,250.00	(432,290.41)
2022	2,471,540.41	(239,423.57)
2021	2,710,963.98	474,787.03
2020	2,236,176.95	(1,597,879.56)
2019	3,834,056.51	821,690.07
2018	3,012,366.44	919,144.84
2017	2,093,221.60	(739,423.64)
2016	2,832,645.24	899,302.37
2015	1,933,342.87	324,040.87

The 2010s finished with strong multi-family and commercial/industrial development. So far, the beginning of the 2020s multi-family and commercial/industrial developments are experiencing strong levels of activity. It is expected multi-family development will remain strong through 2024.

User Fees

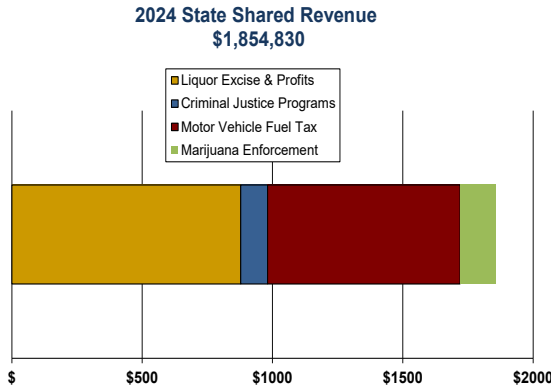
Many of the functions performed by the City are financed or partially reimbursed through service fees and user charges. These fees for service total \$10,731,783 and represent 12.3 percent of the General Fund revenues. The most significant amount, \$6,705,428, comes from Public Works engineering, water 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.

Indirect cost recovery fees charged to the water, wastewater, and stormwater fund continue in 2024. During 2024, the utility funds will reimburse the General Fund for administrative and overhead costs in the amount of \$1,548,204.

Parks & Recreation program fees are anticipated to return to pre-pandemic levels to \$852,940.

Also incorporated into this category of revenue are charges for administrative services to Animal Services, North Thurston Public Schools for pool

and field use contracts, and other contracted and internal services.

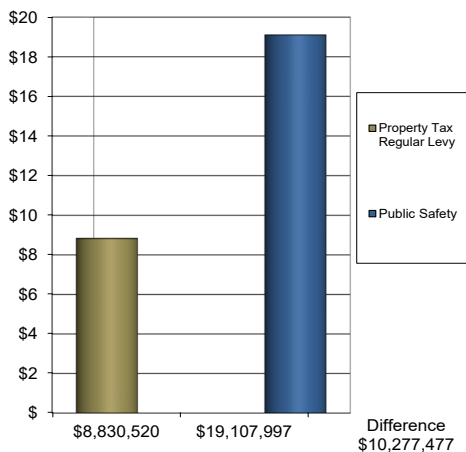


Each year, every city receives a per capita share of taxes collected by the State of Washington. These are commonly referred to as state-shared revenues and include Liquor Revolving Funds, Liquor Excise Tax, Fuel Tax, and Criminal Justice Funds. The General Fund will receive state-shared revenues totaling \$1,854,829 in fiscal year 2024.

General Fund - Expenditure Summary

The City is a general-purpose government agency providing numerous services through its employees and other contracted sources. The cost of public safety services represents one of the single largest

Public Safety Compared to Entire Regular Property Tax Levy



expenditures from the General Fund. These services will require \$17,210,340 in 2024, which represents 30.6 percent of all expenses within this \$87.5 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. As demonstrated by this chart, revenue from property taxes falls \$10,277,477 short of meeting public safety costs.

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

Police Services

The Lacey Police Department (LPD) budget totals \$16,998,653, a slight increase of \$13,431 over the amended 2023 budget. The total police services 2023 budget included a \$1.6 million reserve transfer to fund the new Police Station land acquisition and design costs, which disguises the true operational increase to police services. The 2024 Budget continues to fund five police officer positions, which will address succession planning needs in the department. A combination of anticipated retirements and long transition periods due to the police academy long lead time creates the need to fill positions early to maintain service levels. The succession planning positions were expected to be temporary (two to three years) in nature and are funded by a City Council committed reserve for this purpose, but service demands necessitate making these positions permanent. Future discussions will focus on identifying permanent funding for these succession planning positions.

The adopted 2024 budget includes a police officer position to backfill an existing position that is serving as an instructor at the basic law enforcement academy. The costs of the instructor position are reimbursed by the Washington State Criminal Justice Training Commission, which means the backfill position does not add to the budget. The adopted budget also includes a Digital Forensics Investigator position to assist the Detective Unit

with obtaining digital evidence for a wide range of electronic devices. LPD's budget alone represents 28.3 percent of the total General Fund budget.

LPD's outreach effort to businesses, youth, seniors, ethnic, and community groups is noteworthy and has produced positive benefits for the City and the community. The department's partnership with the Nisqually Indian Tribe for prisoner support services has also served the community well. Lacey allocates \$747,096 annually for prisoner support and medical expenses.

LPD 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 1995, LPD became the first law enforcement agency in Thurston County to be accredited. LPD has remains the only 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 personnel 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, Culture, and Recreation

This budget proposal provides funding and anticipates a return to prepandemic levels for Lacey's highly successful recreation, aquatics, sport, cultural and special events programming including

the Lacey Activities Coalition for Teens (ACT), and the After School and Day Camp programs. Lacey's parks and recreation programs are held in high regard by jurisdictions throughout the state because of their excellent variety, organization, planning, and supervision. The popularity of the Friday evening ACT event is a testimony to the effectiveness of this program and the caring attitude of the staff and numerous volunteers who are



dedicated to serving our community's youth. 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 active and passive amenities, e.g., play areas, and walking trails.

The use of the City's community buildings have returned to prepandemic activity levels. Prior to the COVID-19 public health emergency, the Community Center was growing in use. The Senior Center continues to be 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 \$255,000 with additional revenue coming from the City's regular property tax levy. The 2024 Community Buildings Fund budget totals \$961,535.

Registration and service fees, for the myriad of recreation programs Lacey Parks offers, are

estimated at \$852,940, or about 24.6 percent of the \$3,473,038 Parks and Recreation's program budgets. General Fund revenues support the balance of the cost of these quality-of-life activities.

Some, but not all, of the cultural programs offered by Lacey's Parks and Recreation department are supported through Lodging Tax fund. (Note: This fund is not included in the General Fund). The July 3rd Fireworks and Concert, Lacey In Tune (music, movies, and entertainment), and Cultural Celebration are funded in the adopted 2024 Budget. Also, funded are the operations of the local tourism promotion organizations and tourism facilities. These include the Lacey Chamber of Commerce Visitor Services, Washington Center for Performing Arts, Experience Olympia and Beyond, Lacey Regional Athletic Complex, and Lacey Museum.

City Council, City Manager, Human Resources, Public Affairs, and City Clerk

Key components of the City's administrative services include City Council, City Manager, Human Resources, Public Affairs, and City Clerk. Adopted 2024 expenditures will be \$4,887,399, an increase of \$97,007 compared to the amended 2023 budget. A new Public Affairs Communications Manager has been included in the adopted budget to supervise the Public Affairs staff, oversee the television production and the implementation of the communications strategic plan.

Social Services

Social Services includes the Lacey Veterans Services Hub, homeless and affordable housing services, and other social services. The expenditures are \$1,201,653.

Many of the services provided to Lacey community members 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 the Lacey community.

Lacey continues its participation in regional social service initiatives. The 2024 budget assumes that the City's contribution will be \$80,507. The contribution will be to the Regional Housing Council.



Library Services

The City owns and maintains the Lacey Timberland Library building located next to City Hall. Maintaining the building and grounds will cost \$137,172 in 2024. Each year the City replaces furniture and fixtures as required.

Community and Economic Development

The Community and Economic Development Department is responsible for building code enforcement, and planning services including commercial and residential construction. Based on the adopted work plan, this coming year, the City Council will focus time and energy on developing a framework to strategically advance annexations and Urban Growth Area (UGA) permitting, update the Comprehensive Plan and review development regulations, amongst others.

Revenue projections relating to building permits include development proposals review, permits, and building fees. The recent development activity increases have originated from industrial/commercial and multi-family developments.

The adopted Community and Economic Development Department budget totals \$4,697,477, a 6.4 percent decrease compared to the amended 2023 budget. The decrease is due to a \$272,294

reduction to special projects and a \$240,000 decrease to economic development strategic investments, which represented one-time projects and investments. These decreases offset inflationary increases to labor costs.



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 \$6,705,428 or 7.7 percent of General Fund revenues. Adopted expenditures will be \$17,824,499 or 20.4 percent of all General Fund activity.

The Engineering Division work program for 2024 continues to focus on the new Police Station, transportation, and utility capital improvement projects. The focus is fixed on water reservoir construction, pH water treatment facilities, well rehabilitation, waterline improvement/replacement, lift station rehabilitation, sewer line installations, stormwater line installation, and transportation and street overlay rehabilitation. A detailed listing of projects is provided in the summary pages entitled Arterial Street Fund, Water, Wastewater, and Stormwater Utility Funds. The adopted Engineering Division services budget is \$5,389,924, an increase of \$471,540 or 9.6 percent.

The Water Resources Division of Public Works faces a full schedule of responsibilities and projects for 2024. Water Resource personnel are heavily involved in monitoring the quality of surface and groundwater, development review, flooding issues, 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 Resources staff. Clearly, however, there is a long-term positive benefit to local waterways and Puget Sound. Budget requirements for this division total \$2,237,550. This is a \$72,432 increase.

The Facilities Management Division will have a budget of \$1,168,554, a decrease of \$166,103 from last year. The decrease relates to a one-time elevator car replacement project in 2023 and the completion of a few repair and replacement projects. This division is responsible for the care and upkeep of numerous City owned buildings and facilities including City Hall, Library, Community Center, Maintenance Center, Lacey Depot, 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.

Part-time and seasonal employees are a key component to meeting the significant workload of this division. The adopted Parks Maintenance operating budget totals \$4,133,524, an increase of \$364,546. The increase is a result of inflationary increases to the cost of labor and the division's share of the Public Works asset management system implementation.

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 adopted 2024 City Street fund budget totals \$4,745,499, an increase of \$166,021. 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 most of the City’s roadways rated as in good or excellent condition.

Regional Athletic Complex – Operating Fund

The Regional Athletic Complex - Operating Fund is responsible for maintaining the fields and facilities as well as managing the scheduling of tournaments and events at this park. The adopted operating budget for the RAC is \$1,281,355. This is a

decrease compared to the 2023. Field use, league fees, sponsorship, concession contracts, rental fees, and investment interest of \$539,565 need to be supplemented by contributions of \$188,000 from Lacey’s Lodging Tax fund, \$353,790 from the City’s General Fund, and \$200,000 from Public Facilities District (PFD) revenues.



Capital Equipment Fund

The acquisition of tools and equipment for staff to effectively perform their work is provided for in the Capital Equipment Fund. This fund provides the software, computers, vehicles, tools, and equipment that are required each year. A listing of all adopted operating capital is located at the end of this summary section of the budget document.

The 2024 Capital Equipment Fund budget totals \$1,241,020. The most significant 2024 capital equipment purchases are related to Lacey's share of the Police Records Management System replacement, purchase and replacement of vehicles, and the purchase of software \$1,241,020.



Building Improvement Fund

The Building Improvement Fund is used 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 2024 totals \$29,266,359 and includes the following projects:

Art plan projects	50,000
New Police Station	<u>29,160,384</u>
Total	\$29,210,384



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 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. 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. Currently, the utility tax now remains in the General Fund for park operations and maintenance. Previously, the remaining dedicated funds were placed into reserves for future park acquisitions and park development.



Arterial Street Fund

The 2024 Arterial Street Fund totals \$26,126,804, which is \$15,782,505 higher than last year’s budget. The 2024 transportation capital improvement program includes the design of the College Street and 16th Avenue Roundabout design and right-of-way, College Street NE Extension right-of-way and construction, 4th Avenue design and right-of-way, and College Street and 29th Avenue Roundabout design. A significant portion of the Arterial Street Fund’s budget is an \$11.7 million reserve transfer to the Building Improvement Fund for the construction of the new Police Station. The reserve transfer consists of real estate excise tax reserves.

In 2018, the street overlay and rehabilitation program returned because of a voter-approved Transportation Benefit District sales tax. The successful preservation program is 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 lane of Britton Parkway, the College Street and 22nd Avenue roundabout, College Street and 16th Avenue roundabout, Smart Corridors, and Hogum Bay Road. Their skill in matching our needs with potential grant funds is second to none.

In 2024, the City will allocate the following resources to match grants and construct several transportation improvements: \$2,500,000 Real Estate Excise Tax and \$345,363 State Fuel Tax. Approximately \$150,281 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 2023 and will require the following resources during the 2024 budget year:

7 th Avenue & College Street Roundabout	\$400,000
Carpenter Road & Britton Parkway Interim Roundabout	2,000,000
14 th Avenue & Sleater-Kinney Road Intersection Improvements	14,000
LED Street Lighting Replacement	200,000
Electric Car Charging Stations	10,000
College Street NE Extension	4,185,369
Marvin Road Annexation Signal Improvements	200,000
Citywide Signal ITS Detection Upgrade	10,000
College Street & 16 th Avenue Roundabout Design and Right-of-Way	3,142,500
College Street & 29 th Avenue Roundabout Design	684,000
Willamette Drive & Campus Glen Roundabout Design	150,000
Rainier Road Predesign Study	54,000
Electric Vehicle Chargers	700,000
Bicycle/Pedestrian Improvements	537,500
College Street & 22nd Avenue Tree Replacement	77,700
4 th Avenue Extension	230,000
RAC Frontage Improvements	549,000
31 st Avenue NE Right-of-Way	125,000
Transportation Comprehensive Plan	320,000
Safe Streets 4 All Safety Action Plan	65,000
RAISE Grant Application	30,000
Transportation Right-of-Way Acquisition	500,000
Miscellaneous 2024 Minor Projects	285,000
Total	\$14,469,069

Transportation Improvement Fund

The Transportation Improvement Fund is established to account for the voter-approved Transportation Improvement Benefit District 0.2 percent sales tax. This dedicated sales tax funds the pavement preservation program and sidewalk repairs and improvements. The 2024 Transportation

Improvement Benefit District capital budget is expected to include an expanded overlay program consisting of Britton and Gateway Roundabout, 8th Avenue, Pacific and Homan Roundabout, and Yelm and Compton. The adopted budget includes \$500,000 for sidewalk repairs and replacements.



Lodging Tax Fund

The City imposes a lodging tax, also referred to as the hotel-motel tax. This is a consumer tax on lodging charges for periods of less than 30 consecutive days for hotels, motels, rooming houses, private campgrounds, RV parks, short-term rentals, and similar facilities. The guiding principle for the use of lodging taxes is that they must be used for activities, operations and expenditures designed to increase tourism. Specifically, lodging taxes can be used for: tourism marketing; operations and marketing of special events and tourism-related facilities owned or operated by a municipality or a public facilities district; or operations of tourism-related facilities owned or operated by nonprofit organizations (RCW 67.28.1816).

The program is administered by the Department of Revenue and distributions are made by the Office of State Treasurer monthly. Distributions are received into the City’s Hotel/Motel Lodging Tax Fund.

By statute, the City is required to have a Lodging Tax Advisory Committee (LTAC) comprised of representatives of the motel industry, authorized beneficiaries of the tax, and a member of the City Council.

The LTAC makes recommendations to the City Council in regards to how the taxes are to be used. All applicants for awards of lodging tax must apply to the City through the LTAC.

The LTAC 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.”

The following LTAC expenditures were advanced by the LTAC committee and incorporated into the 2024 budget:

Lacey Chamber of Commerce – Visitor Services & Community Profile	\$35,000
Washington Center for the Performing Arts	30,000
Experience Olympia & Beyond – Events Guide, Visitor Services	100,000
Fun Fair	15,000
Senior Games	15,000
Cultural Celebration	10,000
South Sound BBQ Festival	10,000
Capital Lakefair	7,500
July 3rd Fireworks and Concert	22,000
Chamber of Commerce Winter Fest	2,500
South Sound Block Party	5,000
American Lung Association – Reach the Beach	5,000
Kris Kringle Market Festival	9,500
Juneteenth Festival	10,000
Olympia Soccer Foundation	39,000
Deschutes Rugby Club	30,000
Regional Athletic Complex - Marketing & Promotion	180,000
Huntamer Park Concerts and Events	18,000
Lacey Museum Operations	48,500
Regional Athletic Complex - Golf Carts for Maintenance	8,000
Total	\$600,000

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

Tax contributions will continue to focus on the marketing and promotion of this facility.

Total revenues are estimated at \$600,000 with \$60,000 coming from reserves and interest earnings.



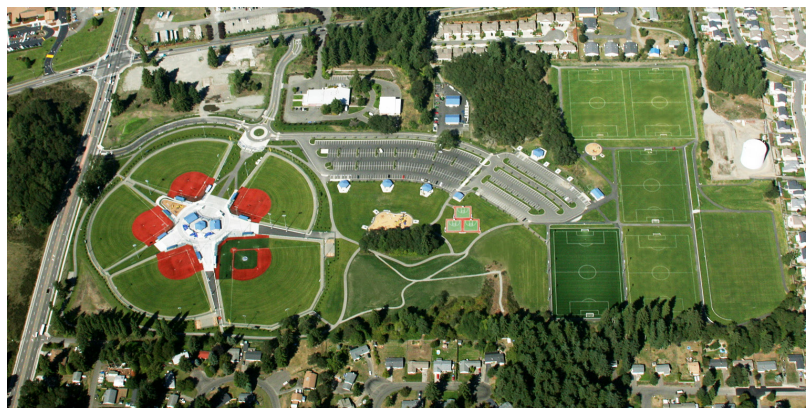
Regional Athletic Complex - Capital Fund

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 were 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 RAC capital budget totals \$1,796,354. Of that amount, \$574,400 will be used to pay the interest and principal due on the \$8.0 million of debt issued to help finance Phase 2 improvements



Water Utility Fund

The City’s Water Utility is consistently growing. With over 26,863 water accounts, the City’s Water Utility serves approximately 65,283 customers. As an enterprise fund, the Water Utility must be self-supporting through the collection of fees for service and system connection charges.

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

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

Maintenance and Operations

The 2024 Maintenance and Operations budget totals \$22,114,117, a \$4,195,795 or 23.4 percent increase compared to the 2023 amended budget.

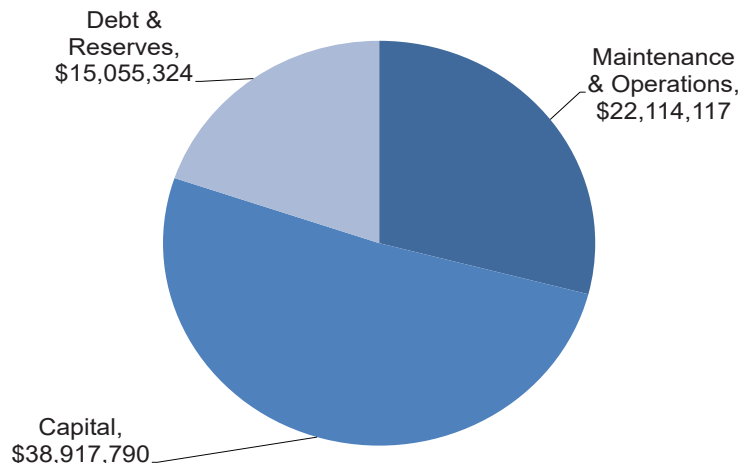


The 2024 Budget includes a 5.25 percent rate increase effective January 1, 2024. The increase is consistent with the draft Water Comprehensive Plan update that is expected to be adopted during 2024. The draft Water Comprehensive Plan requires 5.25 percent annual increases to water resources to maintain quality and safe drinking water and to fund required capital improvement projects. Due to regulatory requirements, necessary facility repairs, growth, and efficiency capital projects, the 2022 to 2029 capital improvement program is \$161 million. As a result of this increase, a residential customer will pay approximately \$1.72 more per month.

Water System Improvements – Replacement and Construction

Within the Water Comprehensive Plan is a schedule of system improvements determined to be necessary

2024 Water Utility Budget
\$76,087,231



to maintain and meet service demands for the next several years. Replacement dollars are allocated to perform well replacements, designing waterline replacement projects for 2024, and complete waterline modifications in various service areas.

The capital budget for 2024 totals \$38,917,790 and includes the following projects:

Madrona Wells pH Treatment - Milbanke Drive & Fitz Hugh Drive	\$7,500,000
Westside Wells pH Treatment-College Street & 32nd Lane SE	7,000,000
College Street Extension	2,500,000
337 Zone (Terry Cargil) Reservoir - Intelco Loop & Corporate Center Drive	2,100,000
Utilities for 2024 Overlay	2,100,000
Golf Club Watermain	2,000,000
Source 17 Well House & Treatment - 48th Way NE & Delores Drive NE	1,800,000
Meridian Campus Well & Testing	1,530,000
HP Reservoir Rehabilitation - Marvin Road NE & 41st Avenue NE	1,500,000
Source 10 Well Site Improvements (Blowoff, Generator & Elec)	1,400,000
TQu Deep Test Well	1,100,000
Marvin Road Production Well	950,000
Marvin Road Water Relocation	730,000
Tolmie Park (2023 Funds for Misc. Projects)	525,000
Chambers Lake Main Abandonment	500,000
Liftstation 6 Replacement - Watermain	400,000
400 Pressure Zone - Pacific Avenue, Chatham Drive, Milbanke Drive	400,000
Union Mills Tank Coat & Refurbish - Karla Lane SE & Paradise Court SE	350,000
Source 07 / ATEC Property Purchase	300,000
Ph 2 Well Program	300,000
Source 24 Well Rehabilitation	265,000
Madrona Connection to 337 Pressure Zone	250,000
Source 07 Well Rehabilitation	250,000
Marvin Road Well House	230,000
Groundwater Trends - HP Water Rights	210,000
2023, Source 29 Rehabilitation	200,000
2023, Source 27 Rehabilitation	180,000
College Street & 16th Avenue Roundabout - Design	180,000
Capital City Stormwater	75,000
Water Annual Valves 2024	50,000
Brewery MOA - Capital	50,000
Lake Forest Neighborhood	50,000
Judd Hill Reservoir Predesign	50,000
Water Comprehensive Plan Update	15,000
HP SCADA & Wetland Mitigation - Marvin Road NE & 41st Avenue NE	15,000
Source 06 Water Rights - Exploratory Drilling	5,000
Reclaimed Water Plan	5,000
Source 06 Water Rights Production Well	700,000
2024 Funds for Misc. Projects	300,000
Lakes Elementary School Fire Flow	50,000
17th Avenue SE & College Street SE Fire Flow	50,000
Source 07 - Replace & ATEC Expand	50,000
7th Avenue & College Street Roundabout	50,000
27th Avenue to College Street Water Replacement	50,000
31st - 26th Avenue Water Replacement	50,000
Stikes & Wellington Utility Improvements	30,000
4th Avenue Extension	20,000
2024 Revenue Bond Repayment	502,790
Total	<u>\$38,917,790</u>

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. Pending City Council approval, the 2024 GFC fee for a standard 5/8" connection, a typical single-family home meter size, will be increased to \$9,052 based upon a consultant study. 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. \$502,790 is included in the 2024 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.



Wastewater Utility Fund

Lacey’s Wastewater Utility provides service to 20,365 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 2024 Budget includes a 9.5 percent increase. The increase is consistent with the revenue requirement study completed by the City’s rate consultant. The study included an analysis to determine the amount of revenue to maintain and operate the City’s sewerage conveyance system and the construction of new capital facilities and infrastructure and the needed repair of existing infrastructure facilities. The \$52 million 2022 to 2029 capital improvement program includes necessary repair projects for collection/conveyance and lift stations and capacity expansion projects. As a result of this increase, a residential customer will pay approximately \$2.62 more per month.

and Reserves. Revenue for the utility comes from monthly user fees and connection charges.

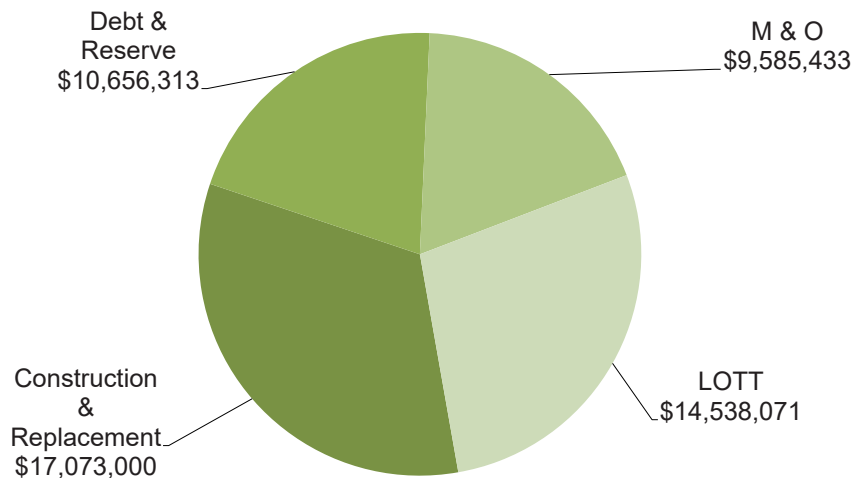
Maintenance and Operations

The adopted 2024 maintenance and operating budget totals \$24,123,504, which is \$517,917 or 2.2 percent more than the 2023 amended budget. This increase reflects the estimate for new service connections or Equivalent Residential Units (ERUs), the adopted \$1.34 increase to LOTT fees, which the City collects and forwards to them, and increasing transfers to the capital fund.

The user fee collected for LOTT (\$46.14 per month per equivalent residential unit, which includes a 2024 3.0 percent rate increase) is the most significant expenditure or pass-through payment. The estimated total LOTT fee for 2024 is \$14,538,071 or 60.3 percent of the Wastewater Utility’s operating budget.

The 2024 revenues for Wastewater Utility activities that fund City operations are estimated

2024 Wastewater Utility Budget \$51,852,817



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

at \$9,162,341. A rate increase of 9.5 percent is included in this adopted budget. Lacey’s portion of the monthly user charge will increase from \$27.62 to \$30.25 effective January 1, 2024.

Replacement and Capital Construction

Construction of wastewater facilities is funded in the capital budget. The 2024 capital budget totals \$17,073,000.

Construction activity scheduled for 2024 is as follows:

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.

Tolmie Park	\$3,000,000
Liftstation 3 Replacement	2,300,000
Golf Club Wastewater Improvements	1,800,000
Liftstation 17 Replacement	1,500,000
Liftstation 6 Replacement	1,500,000
Liftstation 23 - College Street NE/Abernathy	1,000,000
Marvin Road Sewer Relocation	950,000
Sewer Decant Facility, Pit Site	650,000
College Street Extension & Liftstation 27 Abandonment	580,000
Liftstation 11 Replacement - Aldea Glen	500,000
2024 Design Annual Manhole Rehabilitation	420,000
Wastewater Comprehensive Plan	400,000
Waldron Drive Grinder Extension	360,000
Liftstation 34 and 56 Capacity Rehabilitation	300,000
Lake View Meadows Sewer Line Replacement	230,000
2024 Liftstation Awnings	205,000
Liftstation 37 Pump Replacement	175,000
Liftstation 49 Land Purchase	150,000
Liftstation 19 Replacement - Willamette Drive & Commerce Place Drive	100,000
2024 Annual Valves	50,000
Martin Way/Galaxy-Hoh Wastewater Main	50,000
Little Prairie Sewer Main	50,000
Clearbrook Access & Misc. Improvements	30,000
Chambers Lake Main Abandonment	10,000
2024 Funds for Misc. Projects	10,000
2023 Liftstation Awnings	5,000
2024 Funds for Misc. Projects	300,000
31st - 26th Avenue Wastewater Replacement	150,000
Replace Liftstation 4 and 6" AC Main	50,000
Replace Liftstation 5 and 4" AC Main	50,000
Liftstation 9 Rehabilitation	50,000
27th Avenue to College Street Wastewater Replacement	50,000
Classic Heights Roadway Rehabilitation	30,000
Stikes & Wellington Utility Improvements	30,000
7th Avenue & College Street Roundabout	25,000
College Street & 16th Avenue Roundabout Design	13,000
Total	\$17,073,000

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 2024 totals \$5,681,576. Implementation of NPDES Phase 2 requirements of inspecting and monitoring stormwater treatment facilities continues to place increased demands on this utility.

The 2024 Budget includes a 4.5 percent increase effective January 1, 2024. The increase is informed by the current Stormwater Comprehensive Plan, which was adopted in November 2020. The Stormwater Comprehensive Plan includes rate recommendations through 2025 and provides the necessary resources to meet the operational requirements of the NPDES Phase 2 permit and required capital improvements. 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 2024 budget of \$2,033,125 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 2024 are as follows:

Liftstation 3 Replacement	\$350,000
Decant Effluent Modification	250,000
Liftstation 6 Replacement	100,000
WCCP Habitat Restoration	60,000
White Fir Stormwater Installation	50,000
2023 Funds for Misc. Projects	10,000
2024 Funds for Misc. Projects	300,000
Stormwater Comprehensive Plan Update	150,000
Liftstation 1 Improvements	50,000
Jubilee SW Pond	50,000
Clearbrook Drive Roadway Rehabilitation	30,000
2024 Revenue Bond Repayment	101,736
Total	\$1,501,736

Stormwater System Debt and Reserves

An estimated \$101,736 is included in the 2024 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 2024 excess levy rate for voter-approved debt is estimated to be \$0.0299 per \$1,000 assessed value based on a \$360,200 levy. The levy began in 2007 for the final group of Parks Improvement projects. The 2024 excess levy rate will be significantly lower due to the 2023 final payment for the 2003 voter-approved debt, which were refunded in 2012, for parks improvements.

The following table provides additional information about the outstanding G.O. Bonds

	Original Issue Maturity Amount	Jan. 1, 2024 Outstanding Balance	Maturity Date
2015 Parks Improve. Refunding GO Bond (2006)	\$2,995,000	\$1,005,000	Dec. 2026
Total	\$2,995,000	\$1,005,000	

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 2007, \$8.0 million of L.T.G.O. debt was issued 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

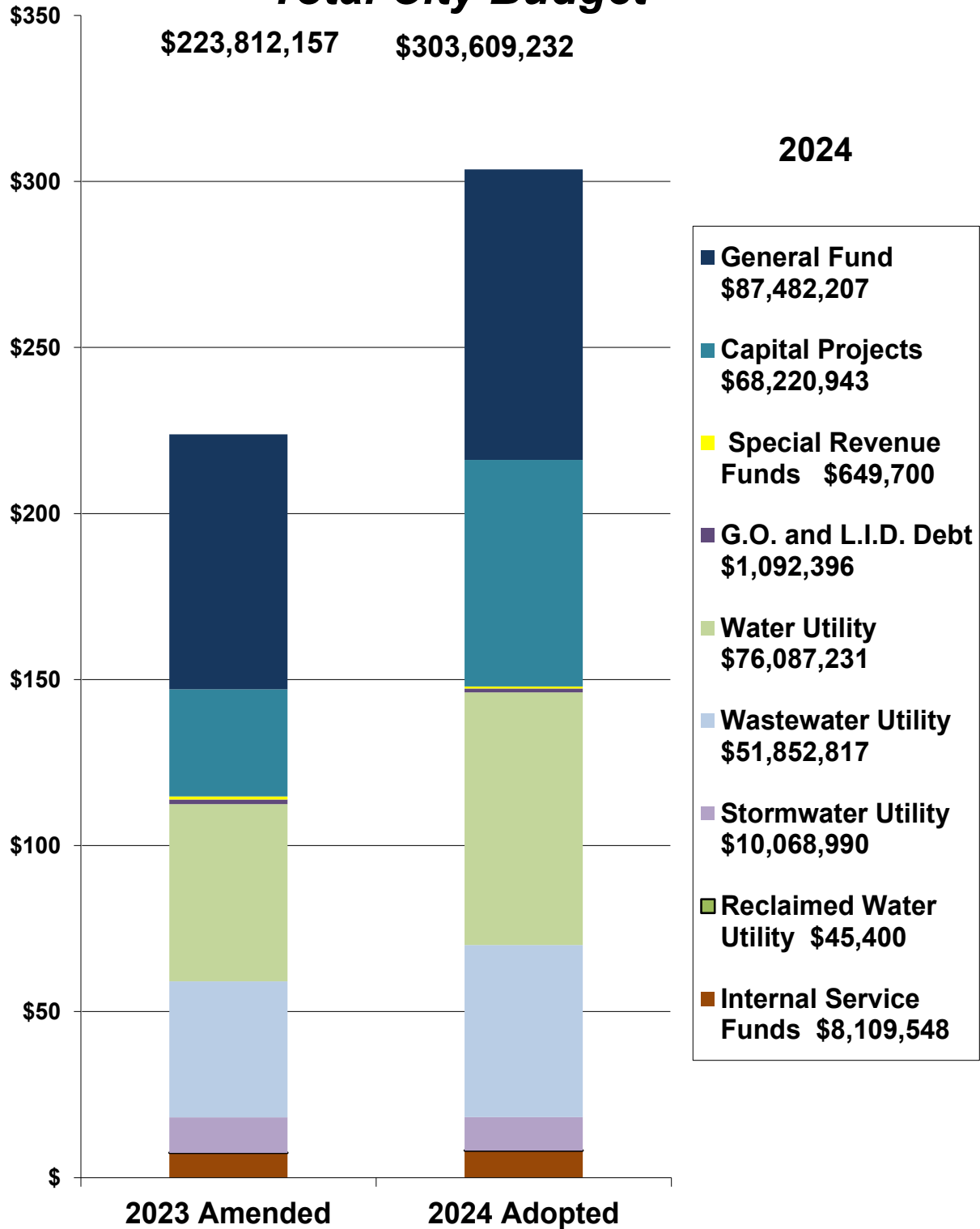
One of the tools available to assist property owners finance public improvements in their neighborhood is the formation of a special taxing district called a Local Improvement District (LID). This is accomplished by petitioning the City Council to hold a public hearing for the purpose of creating a benefit 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.



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2023 - 2024 Comparison Total City Budget



Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
Revenue Summary by Fund			
Current Expense Fund	48,453,192	63,024,278	77,709,449
Criminal Justice Fund	1,475,794	3,052,855	1,543,349
Community Buildings Fund	661,368	1,106,270	961,535
Reg. Athletic Complex	1,644,479	1,434,847	1,281,355
City Street Fund	3,909,542	4,579,478	4,745,499
Arterial Street Fund	6,690,015	10,344,299	26,126,804
Transportation Imprv Fund	3,702,563	8,150,000	5,340,000
Lodging Tax Fund	519,791	887,230	600,000
Community Block Grant Fnd	(836)	479	769
Hicks Lake Management Dis	41,168	47,793	48,931
General Obligation Bonds	1,262,823	1,270,434	954,262
L.I.D. Debt Fund	(37,604)	100,609	138,134
Building Improvement Fund	684,912	7,853,368	29,266,359
Capital Equipment Fund	1,095,419	3,573,995	1,241,020
Parks & Open Space Fund	1,574,522	1,169,866	5,691,426
Reg. Athletic Complex-Cap Fund	1,582,998	4,721,634	1,796,354
Water Utility Fund	16,998,403	17,918,322	22,114,117
Wastewater Utility Fund	21,693,577	23,605,587	24,123,504
Stormwater Utility Fund	4,980,601	5,477,007	5,681,576
Reclaimed Water Utility	310,878	1,385	2,223
Water Capital Fund	9,286,151	30,672,069	38,917,790
Wastewater Capital Fund	3,595,275	14,157,423	17,073,000
Stormwater Capital Fund	1,336,309	2,861,636	2,033,125
Reclaimed Capital Fund	(46,939)	26,905	43,177
Water Debt Fund	4,930,578	4,788,294	15,055,324
Wastewater Debt Fund	3,328,262	3,196,092	10,656,313
Stormwater Debt Fund	517,771	2,353,609	2,354,289
Equipment Rental Fund	4,499,553	4,429,282	4,553,776
Information Mgmt Svc Fund	2,748,992	3,007,111	3,555,772
Total Revenues	147,439,557	223,812,157	303,609,232

Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
Expenditure Summary by Fund			
City Council Contracted Services City Manager Human Resources Social Services Public Affairs/City Clerk Finance Department Legal Services Common Facilities Police Department Public Works-Support Services Public Works-Engineering PW-Parks Maint. Division PW-Facilities Management Planning & Comm. Dev Dept Public Works-Water Resources Parks & Recreation Dept. Operating Transfer/Unencumbered	431,897 1,965,495 800,845 1,267,846 1,421,001 775,366 1,640,478 713,216 1,612,832 11,255,581 121,234 4,047,925 3,266,957 831,481 3,431,015 1,410,637 2,607,357 6,691,951	610,711 2,651,172 955,761 2,004,526 5,771,888 1,219,394 2,288,988 782,478 1,612,239 13,932,367 155,637 4,918,384 3,768,978 1,334,657 5,020,483 2,165,118 3,376,937 10,454,560	501,206 2,635,541 1,405,290 1,861,678 1,201,653 1,119,225 2,410,430 818,301 1,706,031 15,455,304 149,448 5,389,924 4,133,524 1,168,554 4,697,477 2,237,550 3,473,038 27,295,275
Current Expense Fund	44,293,114	63,024,278	77,709,449
Criminal Justice Fund Community Buildings Fund Reg. Athletic Complex City Street Fund Arterial Street Fund Transportation Imprv Fund Lodging Tax Fund Community Block Grant Fnd Hicks Lake Management Dis General Obligation Bonds L.I.D. Debt Fund Building Improvement Fund Capital Equipment Fund Parks & Open Space Fund Reg. Athletic Complex-Cap Water Utility Fund Wastewater Utility Fund	1,668,637 541,064 1,510,143 3,560,866 1,623,017 3,767,597 563,399 - 37,266 1,574,390 - 1,588,310 1,761,527 1,467,418 978,524 15,051,916 20,435,788	3,052,855 1,106,270 1,434,847 4,579,478 10,344,299 8,150,000 887,230 479 47,793 1,270,434 100,609 7,853,368 3,573,995 1,169,866 4,721,634 17,918,322 23,605,587	1,543,349 961,535 1,281,355 4,745,499 26,126,804 5,340,000 600,000 769 48,931 954,262 138,134 29,266,359 1,241,020 5,691,426 1,796,354 22,114,117 24,123,504

Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
Expenditure Summary by Fund			
Stormwater Utility Fund	4,103,516	5,477,007	5,681,576
Reclaimed Water Utility	35,954	1,385	2,223
Water Capital Fund	2,156,707	30,672,069	38,917,790
Wastewater Capital Fund	185,093	14,157,423	17,073,000
Stormwater Capital Fund	221,002	2,861,636	2,033,125
Reclaimed Capital Fund	-	26,905	43,177
Water Debt Fund	4,370,355	4,788,294	15,055,324
Wastewater Debt Fund	3,036,991	3,196,092	10,656,313
Stormwater Debt Fund	2,013,463	2,353,609	2,354,289
Equipment Rental Fund	2,775,370	4,429,282	4,553,776
Information Mgmt Svc Fund	2,511,205	3,007,111	3,555,772
Total Expenditures	121,832,632	223,812,157	303,609,232

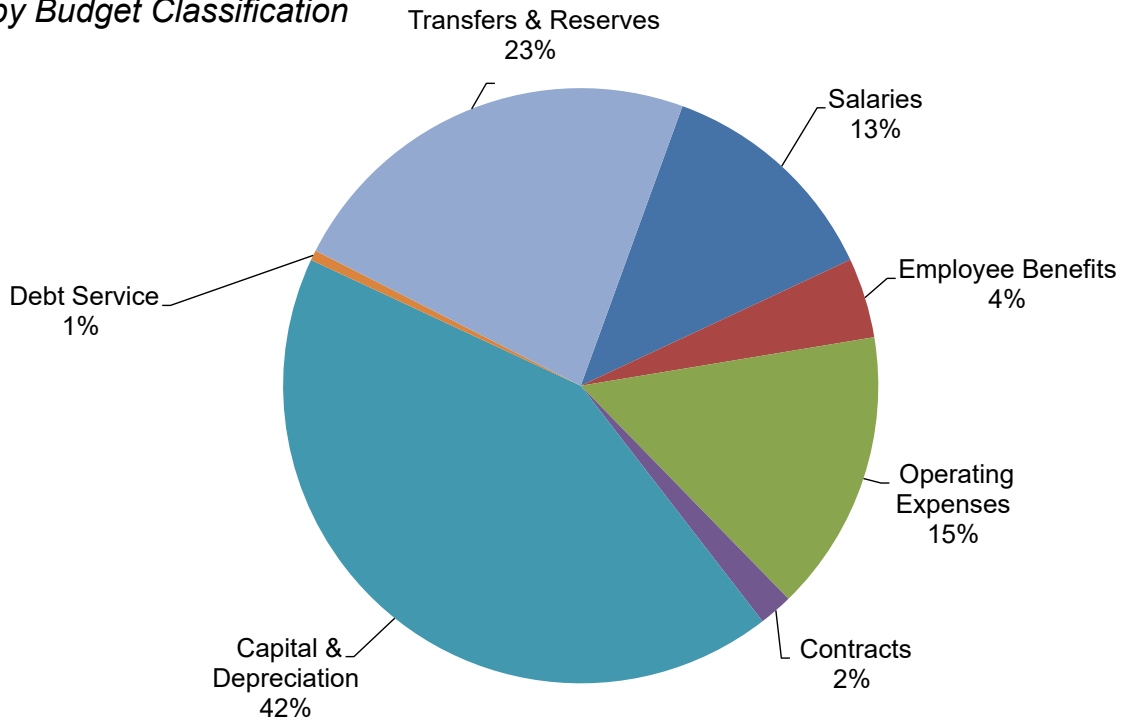
Budget At A Glance 2024 Budget Comparison to 2023 Amended Budget				
	2023 Amended	2024 Adopted	Dollar Difference	Percent Difference
General Fund				
Current Expense Fund:				
City Council	610,711	501,206	(109,505)	-17.93%
Contract Services	2,651,172	2,635,541	(15,631)	-0.59%
City Manager	955,761	1,405,290	449,529	47.03%
Human Resources	2,004,526	1,861,678	(142,848)	-7.13%
Social Services	5,771,888	1,201,653	(4,570,235)	-79.18%
Public Affairs/City Clerk	1,219,394	1,119,225	(100,169)	-8.21%
Finance	2,288,988	2,410,430	121,442	5.31%
City Attorney	782,478	818,301	35,823	4.58%
Common Facilities	1,612,239	1,706,031	93,792	5.82%
Police	13,932,367	15,455,304	1,522,937	10.93%
Public Works - Support Services	155,637	149,448	(6,189)	-3.98%
Public Works -Engineering	4,918,384	5,389,924	471,540	9.59%
Public Works - Parks Maintenance	3,768,978	4,133,524	364,546	9.67%
Public Works - Facilities Maintenance	1,334,657	1,168,554	(166,103)	-12.45%
Community & Economic Development	5,020,483	4,697,477	(323,006)	-6.43%
Public Works - Water Resources	2,165,118	2,237,550	72,432	3.35%
Parks & Recreation	3,376,937	3,523,038	146,101	4.33%
Sub-total Without Transfers	52,569,718	50,414,174	(2,155,544)	-4.10%
Operating Transfers - Transfers Out	10,454,560	27,295,275	16,840,715	161.08%
Total Current Expense Fund	63,024,278	77,709,449	14,685,171	23.30%
Criminal Justice Fund:				
Criminal Justice - Police	3,052,855	1,543,349	(1,509,506)	-49.45%
Community Buildings Fund:				
Community Buildings	1,106,270	961,535	(144,735)	-13.08%
Regional Athletic Complex Fund:				
Regional Athletic Complex	1,434,847	1,281,355	(153,492)	-10.70%
City Street Fund:				
Public Works - Street Maintenance	4,579,478	4,745,499	166,021	3.63%
Capital Equipment Fund:				
Capital Equipment/Projects	3,573,995	1,241,020	(2,332,975)	-65.28%
Total General Fund	76,771,723	87,482,207	10,710,484	13.95%
Capital Projects & Special Funds				
Arterial Street Fund	10,344,299	26,126,804	15,782,505	152.57%
Transportation Improvement	8,150,000	5,340,000	(2,810,000)	-34.48%
Lodging Tax Fund	887,230	600,000	(287,230)	-32.37%
Community Block Grant Fund	479	769	290	60.54%
Hicks Lake Management District	47,793	48,931	1,138	2.38%
Building Improvement Fund	7,853,368	29,266,359	21,412,991	272.66%
Parks & Open Space/R.A.C. Fund	1,169,866	5,691,426	4,521,560	386.50%
Regional Athletic Complex - Capital	4,721,634	1,796,354	(2,925,280)	-61.95%
Total Capital Projects & Special Funds	33,174,669	68,870,643	35,695,974	107.60%
General Obligation Debt Funds				
General Obligation - Tax Supported	1,270,434	954,262	(316,172)	-24.89%
Local Improvement District Debt	100,609	138,134	37,525	37.30%
Total G.O. and L.I.D. Debt	1,371,043	1,092,396	(278,647)	-20.32%

Budget At A Glance 2024 Budget Comparison to 2023 Amended Budget				
	2023 Amended	2024 Adopted	Dollar Difference	Percent Difference
Enterprise Funds				
Water Utility:				
Maintenance & Operations	17,918,322	22,114,117	4,195,795	23.42%
Capital Projects & Reserves	30,672,069	38,917,790	8,245,721	26.88%
Debt & Debt Reserves	4,788,294	15,055,324	10,267,030	214.42%
Total Water Utility	53,378,685	76,087,231	22,708,546	42.54%
Wastewater Utility:				
Maintenance & Operations	23,605,587	24,123,504	517,917	2.19%
Capital Projects & Reserves	14,157,423	17,073,000	2,915,577	20.59%
Debt & Debt Reserves	3,196,092	10,656,313	7,460,221	233.42%
Total Wastewater Utility	40,959,102	51,852,817	10,893,715	26.60%
Stormwater Utility:				
Maintenance & Operations	5,477,007	5,681,576	204,569	3.74%
Capital Projects & Reserves	2,861,636	2,033,125	(828,511)	-28.95%
Debt & Debt Reserves	2,353,609	2,354,289	680	0.03%
Total Stormwater Utility	10,692,252	10,068,990	(623,262)	-5.83%
Reclaimed Water Utility:				
Maintenance & Operations	1,385	2,223	838	60.51%
Capital Projects & Reserves	26,905	43,177	16,272	60.48%
Total Reclaimed Water Utility	28,290	45,400	17,110	60.48%
Total Enterprise Funds	105,058,329	138,054,438	32,996,109	31.41%
Internal Service Funds				
Equipment Rental Fund	4,429,282	4,553,776	124,494	2.81%
Information Services Fund	3,007,111	3,555,772	548,661	18.25%
Total Internal Service Funds	7,436,393	8,109,548	673,155	9.05%
Total All Funds	223,812,157	303,609,232	79,797,075	35.65%

**2024 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	29,464,135	-	-	6,850,603	1,596,525	37,911,263
Employee Benefits	9,584,233	-	-	2,928,726	690,277	13,203,236
Operating Supplies	1,929,213	-	-	3,566,044	889,556	6,384,813
Professional Services	3,339,217	48,931	-	3,548,756	21,750	6,958,654
Communications	289,031	-	-	87,360	39,750	416,141
Training/Travel	488,714	-	-	96,226	42,741	627,681
Advertising	48,150	-	-	-	-	48,150
Rentals/Internal Service Charges	4,982,100	-	-	2,110,476	32,427	7,125,003
Insurance	773,565	-	-	442,175	70,444	1,286,184
Utilities	1,412,794	-	-	16,129,880	16,001	17,558,675
Repairs & Maintenance	579,158	-	-	476,007	85,653	1,140,818
Other Miscellaneous	1,763,682	-	-	2,411,639	765,664	4,940,985
Contractual Services	3,654,463	363,500	-	1,548,202	-	5,566,165
Capital Equipment & Projects	1,529,520	54,812,759	-	58,552,982	2,250,065	117,145,326
Debt Service	-	-	934,600	745,816	-	1,680,416
Depreciation	-	-	-	10,000,000	1,608,695	11,608,695
Operating Transfers Out	27,644,232	12,668,635	-	27,663,913	-	67,976,780
Estimated Ending Fund Balance	-	976,818	157,796	895,633	-	2,030,247
Total Budget	87,482,207	68,870,643	1,092,396	138,054,438	8,109,548	303,609,232

**2024
Summary of Expenditures
by Budget Classification**



FTE'S By Department	Actual 2019	Actual 2020	Actual 2021	Actual 2022	Actual 2023	Adopted 2024
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
Assistant City Manager	-	1.00	1.00	1.00	1.00	1.00
Executive Assistant II	-	-	-	1.00	1.00	1.00
Management Analyst	1.00	1.00	1.00	1.00	1.00	1.00
Confidential Admin Asst.	-	-	-	0.67	0.34	-
Department Assistant III	0.67	0.67	0.67	-	-	-
Executive Assistant	1.00	1.00	1.00	-	-	-
Assistant to the City Manager (LTE)	1.00	-	-	-	-	-
Diversity, Equity & Inclusion Coordinator	-	-	-	-	1.00	1.00
Human Services Corrdinator	-	-	-	-	1.00	1.00
Total Department	4.67	4.67	4.67	4.67	6.34	6.00
HUMAN RESOURCES DEPARTMENT						
Director-Human Resources	-	1.00	1.00	1.00	1.00	1.00
Assistant Human Resources Director	-	-	-	1.00	-	-
Emergency Management Safety Coord	1.00	1.00	1.00	1.00	1.00	1.00
SR HR Analyst	-	-	2.00	2.00	-	-
Human Resources Analyst	2.00	3.00	1.00	2.00	2.00	2.00
Confidential Admin Asst.	1.33	1.33	0.33	0.33	0.33	-
Human Resources Specialist (LTE)	1.00	-	-	1.00	-	-
Human Resources Specialist	-	-	1.00	-	1.00	1.00
Recruitment Coordinator	-	-	-	-	1.00	1.00
Recruitment Coordinator (LTE)	1.00	-	-	1.00	-	-
Employee Relations & Comp Manager	-	-	1.00	-	-	-
Benefits Manager	-	-	-	-	1.00	1.00
Human Resources Manager	1.00	1.00	-	-	-	-
Labor relations & Comp Manager	-	-	-	-	1.00	1.00
Director-Administrative Services	1.00	-	-	-	-	-
Total Department	8.33	7.33	7.33	9.33	8.33	8.00
SOCIAL SERVICES DEPARTMENT						
Social Service Coorinator	-	-	-	-	-	-
Maintenance Assistant	-	-	2.00	2.00	2.00	2.00
Total Department	-	-	2.00	2.00	2.00	2.00
PUBLIC AFFAIRS DEPARTMENT						
Special Projects Administrator	-	-	1.00	1.00	1.00	1.00
Communications Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Community Relations Specialist	1.00	1.00	1.00	1.00	1.00	1.00
AdvDigital Media Prod Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Public Affairs Manager	1.00	1.00	-	-	-	-
Public Affairs Communication Manager	-	-	-	-	-	1.00
Total Department	4.00	4.00	4.00	4.00	4.00	5.00
CITY CLERK DEPARTMENT						
City Clerk	1.00	1.00	1.00	1.00	1.00	1.00
Deputy City Clerk	1.00	1.00	1.00	1.00	1.00	2.00
Confidential Admin Asst.	-	-	-	-	0.33	-
Total Department	2.00	2.00	2.00	2.00	2.33	3.00
FINANCE DEPARTMENT						
Director-Finance	1.00	1.00	1.00	1.00	1.00	1.00
Financial Services Manager	1.00	1.00	1.00	1.00	1.00	1.00
Accounting Manager	1.00	1.00	1.00	1.00	1.00	1.00
Payroll Supervisor	-	-	-	-	1.00	1.00
Senior Accountant	1.00	1.00	1.00	1.00	1.00	1.00
Accountant II	1.00	1.00	1.00	1.00	1.00	1.00

FTE'S By Department	Actual 2019	Actual 2020	Actual 2021	Actual 2022	Actual 2023	Adopted 2024
FTE SUMMARY BY CLASSIFICATION - GENERAL GOVERNMENT CONT.						
GENERAL GOVERNMENT CONT.						
FINANCE CONT.						
Accountant	1.00	1.00	1.00	2.00	1.00	1.00
Payroll/Accounting Svc Specialist	1.00	1.00	1.00	2.00	2.00	2.00
Accounting Technician	2.00	2.00	2.00	2.00	2.00	2.00
Department Assistant III	3.00	3.00	3.00	-	-	-
Department Assistant II	-	-	-	1.00	1.00	1.00
Department Assistant III - LTE	-	-	1.00	-	-	-
Total Department	12.00	12.00	13.00	12.00	12.00	12.00
INFORMATION SERVICES						
Information Services Manager	1.00	1.00	1.00	1.00	1.00	1.00
Enterprise Resource Plan Admin	-	-	1.00	1.00	1.00	1.00
Network Administrator	-	-	1.00	1.00	1.00	1.00
Systems Application Analyst	-	-	1.00	1.00	1.00	1.00
GIS Analyst	-	-	1.00	1.00	1.00	1.00
Computer Technician	-	-	1.00	2.00	2.00	2.00
IT Programmer Analyst	-	-	1.00	1.00	1.00	1.00
Help Desk Tech Support	1.00	1.00	1.00	1.00	1.00	1.00
Systems Application Specialist	3.00	3.00	-	-	-	-
GIS Coordinator	1.00	1.00	-	-	-	-
Computer Support Technician	1.00	1.00	-	-	-	-
IS Tech Project Administrator	1.00	1.00	-	-	-	-
SCADA/IT Technician	-	-	-	-	-	1.00
Total Department	8.00	8.00	8.00	9.00	9.00	10.00
COMMUNITY & ECONOMIC DEVELOPMENT						
Director - ComM & Econ Development	1.00	1.00	1.00	1.00	1.00	1.00
Planning & Development Services Mgr	-	-	1.00	1.00	1.00	1.00
Building Official/Fire Marshal	1.00	1.00	1.00	1.00	1.00	1.00
Plans Examiner	-	-	1.00	1.00	1.00	1.00
Building Code Compliance Specialist	1.00	1.00	1.00	1.00	1.00	1.00
Building/Fire Code Specialist II	1.00	1.00	1.00	1.00	1.00	1.00
Building Code Specialist II	1.00	1.00	2.00	2.00	2.00	2.00
Stormwater Infrastructure Code Spec	1.00	1.00	1.00	1.00	1.00	1.00
Economic Development Coordinator	1.00	1.00	1.00	1.00	1.00	1.00
Electrical Inspector	1.00	1.00	1.00	1.00	1.00	1.00
Planning Manager	1.00	1.00	1.00	1.00	1.00	1.00
Senior Planner	2.00	2.00	2.00	3.00	2.00	2.00
Assistant Planner	1.00	1.00	1.00	1.00	1.00	1.00
Associate Planner	1.00	1.00	1.00	-	1.00	1.00
Senior Building Code Specialist	1.00	1.00	-	-	-	-
Building Code Specialist I	1.00	1.00	-	-	-	-
Housing Coordinator	-	-	-	-	1.00	1.00
Climate & Sustainability Coordinator	-	-	-	-	1.00	1.00
Land Management Database Specialist	1.00	1.00	1.00	-	-	-
Senior Project Planner	-	-	-	1.00	1.00	1.00
Permit Technician	-	-	-	-	2.00	2.00
Department Assistant III	2.00	2.00	2.00	2.00	-	-
Total Department	18.00	18.00	19.00	19.00	21.00	21.00
PARKS & RECREATION						
Director-Parks & Recreation	1.00	1.00	1.00	1.00	1.00	1.00
Executive Assistant	-	-	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	5.00	5.00	5.00	5.00	5.00	5.00
Recreation Coordinator	4.00	4.00	4.00	4.00	3.00	3.00
Recreation Assistant	1.00	1.00	1.00	1.00	1.00	1.00
Department Assistant III	2.00	2.00	2.00	2.00	2.00	2.00
Department Assistant II	1.00	1.00	-	-	-	-
Museum Curator	1.00	1.00	1.00	1.00	1.00	1.00

FTE'S By Department	Actual 2019	Actual 2020	Actual 2021	Actual 2022	Actual 2023	Adopted 2024
<u>FTE SUMMARY BY CLASSIFICATION - GENERAL GOVERNMENT CONT.</u>						
GENERAL GOVERNMENT CONT.						
PARKS & RECREATION DEPARTMENT CONT.						
Recreation Coordinator- Special Events	-	-	-	0.50	0.50	0.50
Museum Coordinator	-	-	-	-	1.00	1.00
Park Aide/RAC Assistant	0.50	-	-	-	-	-
Senior Parks Planner	-	-	-	-	1.00	1.00
Total Department	16.50	16.00	16.00	16.50	17.50	17.50
POLICE DEPARTMENT						
Chief	1.00	1.00	1.00	1.00	1.00	1.00
Deputy Police Chief	1.00	1.00	1.00	1.00	1.00	1.00
Executive Assistant	-	1.00	1.00	1.00	1.00	1.00
Commander	3.00	2.00	2.00	2.00	2.00	2.00
Lieutenant	-	-	-	-	2.00	2.00
Sergeant	8.00	8.00	8.00	9.00	9.00	9.00
Corporal	-	-	6.00	6.00	6.00	6.00
Police Officer/Detective	5.00	5.00	5.00	5.00	6.00	6.00
Police Officer	42.00	47.00	41.00	40.00	40.00	41.00
Police Records Supervisor	-	-	-	-	1.00	1.00
Customer Services Supervisor	1.00	1.00	1.00	1.00	-	-
Management Analyst	1.00	1.00	1.00	1.00	1.00	1.00
Evidence/Property Tech	1.00	1.00	1.00	1.00	1.00	1.00
Department Assistant III	4.00	5.00	5.00	5.00	-	-
Community Service Officer	4.00	4.00	4.00	6.00	6.00	6.00
Digital Forensic Investigator	-	-	-	-	-	1.00
Records Specialist	-	-	-	1.00	6.00	6.00
Total Department	71.00	77.00	77.00	80.00	83.00	85.00
PUBLIC WORKS DEPARTMENT						
ENGINEERING DIVISION						
ADMINISTRATION						
Director-Public Works	1.00	1.00	1.00	1.00	1.00	1.00
Executive Assistant	-	1.00	1.00	1.00	1.00	1.00
Management Analyst	1.00	1.00	1.00	1.00	1.00	1.00
Department Assistant III	1.00	1.00	1.00	1.00	1.00	1.00
Department Assistant II	1.00	-	-	-	-	-
Total Department	4.00	4.00	4.00	4.00	4.00	4.00
ENGINEERING						
City Engineer	1.00	1.00	1.00	1.00	1.00	1.00
Project Administrator	1.00	1.00	1.00	2.00	2.00	2.00
Transportation Design Mgr.	1.00	1.00	1.00	1.00	1.00	1.00
Civil Engineer	4.00	4.00	4.00	7.00	6.00	6.00
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
Senior Development Review Specialist	-	-	2.00	2.00	2.00	2.00
Development Review Manager	1.00	1.00	1.00	1.00	1.00	1.00
Engineering Technician III	14.00	14.00	12.00	12.00	13.00	13.00
Senior Survey Technician	1.00	1.00	1.00	1.00	1.00	1.00
Total Department	25.00	25.00	25.00	29.00	29.00	29.00
WATER RESOURCES						
Water Resources Manager	1.00	1.00	1.00	1.00	1.00	1.00
Sr Utilities Engineer	1.00	1.00	1.00	1.00	1.00	2.00
Water Resource Specialist	2.00	2.00	2.00	2.00	2.00	2.00
Water Quality Analyst	1.00	1.00	1.00	1.00	1.00	1.00
Civil Engineer	5.00	4.00	4.00	7.00	7.00	6.00

FTE'S By Department	Actual 2019	Actual 2020	Actual 2021	Actual 2022	Actual 2023	Adopted 2024
<u>FTE SUMMARY BY CLASSIFICATION GENERAL GOVERNMENT CONT.</u>						
GENERAL GOVERNMENT CONT.						
PUBLIC WORKS DEPARTMENT CONT.						
WATER RESOURCES DEPARTMENT CONT.						
Engineering Tech III	2.00	2.00	2.00	2.00	2.00	2.00
Total Department	12.00	11.00	11.00	14.00	14.00	14.00
Total Engineering Division	41.00	40.00	40.00	47.00	47.00	47.00
OPERATIONS DIVISION						
ADMINISTRATION						
Operations Manager	1.00	1.00	1.00	1.00	1.00	1.00
Executive Assistant	-	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 III LTE	-	-	-	-	1.00	1.00
Safety Coordinator - PW Ops	-	-	-	1.00	1.00	1.00
Total Department	2.00	3.00	3.00	4.00	5.00	5.00
EQUIPMENT RENTAL						
Equipment Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
Equipment Mechanic	3.00	3.00	3.00	3.00	3.00	3.00
Total Department	4.00	4.00	4.00	4.00	4.00	4.00
PARKS MAINTENANCE						
Parks Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
Senior Maintenance Technician (1 at RAC)	3.00	3.00	3.00	3.00	3.00	3.00
Maint Tech Journey Level (1 at RAC)	13.00	13.00	13.00	13.00	13.00	13.00
Maintenance Assistant (2 at RAC)	2.00	3.00	3.00	3.00	3.00	3.00
RAC Assistant	0.50	-	-	-	-	-
Total Department	19.50	20.00	20.00	20.00	20.00	20.00
FACILITIES MAINTENANCE						
Facilities Maintenance Supervisor	-	-	-	1.00	1.00	1.00
Maintenance Technician Journey Level	1.00	2.00	2.00	3.00	3.00	3.00
Senior Facilities Maintenance Technician	1.00	1.00	1.00	-	-	-
Total Department	2.00	3.00	3.00	4.00	4.00	4.00
CITY STREETS						
Elec/Streets/Strmwtr Transp Maint. Super	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	8.00	8.00	8.00	8.00	8.00	8.00
Sr. Electrical Maintenance Technician	1.00	1.00	1.00	1.00	1.00	1.00
Electrical Maintenance Technician	3.00	3.00	3.00	3.00	3.00	3.00
Total Department	14.50	14.50	14.50	14.50	14.50	14.50
Total Operations Division	42.00	44.50	44.50	46.50	47.50	47.50
Total PW Dept (General Governmental)	83.00	84.50	84.50	93.50	94.50	94.50
Total General Government	227.50	233.50	237.50	252.00	260.00	264.00
ENTERPRISE FUNDS						
CUSTOMER SERVICE-FINANCE						
WATER DIVISION						
Utility Billing Supervisor	0.80	0.80	0.80	0.80	0.80	0.80
Utility Billing Specialist	-	-	-	-	1.00	1.00
AMI Tech	1.75	1.75	1.75	1.75	1.75	1.75
AMI Tech LTE	-	-	-	-	3.00	3.00

FTE'S By Department	Actual 2019	Actual 2020	Actual 2021	Actual 2022	Actual 2023	Adopted 2024
<u>FTE SUMMARY BY CLASSIFICATION - ENTERPRISE FUNDS CONT.</u>						
ENTERPRISE FUNDS CONT.						
CUSTOMER SERVICE-FINANCE CONT.						
Department Assistant III	0.90	0.90	0.90	0.90	2.90	2.90
Department Assistant III - LTE	-	-	-	-	1.00	1.00
WASTEWATER DIVISION						
Utility Billing 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
Department Assistant III	-	-	-	-	1.00	1.00
Total Customer Service-Finance	4.00	4.00	4.00	4.00	12.00	12.00
PUBLIC WORKS OPERATIONS						
WATER DIVISION						
Water Maintenance Supervisor	1.00	1.00	1.00	1.00	1.00	1.00
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
Maint. Tech UT Control Spec Plant Oper	3.00	2.00	2.00	3.00	1.00	1.00
Maint Tech Control Spec JL	-	-	-	-	1.00	1.00
Controls Tech Apprentice - LTE	-	-	-	-	1.00	1.00
Maintenance Technician Journey Level	14.00	15.00	15.00	15.00	15.00	15.00
Water Treatment Plant Operator	2.00	2.00	2.00	2.00	2.00	2.00
SCADA & Controls Specialist	-	0.50	0.50	0.50	0.50	0.50
Civil Engineer - Utilities	-	0.50	0.50	0.50	0.50	0.50
Sr. Water Treatment Technician	-	-	-	-	-	1.00
Engineering Technician III	-	-	-	-	-	0.50
Department Assistant III	0.50	-	-	-	-	-
Total Department	23.50	24.00	24.00	25.00	25.00	26.50
WASTEWATER DIVISION						
Wastewater Maintenance Supervisor	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
Senior Collections Technician	1.00	1.00	1.00	1.00	1.00	1.00
Maintenance Technician Journey Level	12.00	9.00	9.00	10.00	10.00	12.00
Maint. Tech UT Control Spec Plant Oper	2.00	2.00	2.00	2.00	2.00	2.00
SCADA & Controls Specialist	-	0.50	0.50	0.50	0.50	1.50
Civil Engineer - Utilities	-	0.50	0.50	0.50	0.50	0.50
Maint. Tech Plant Oper JL	-	1.00	1.00	-	-	-
Safety Coordinator - PW Ops	-	1.00	1.00	-	-	-
Maintenance Tech Journey Level- LTE 2yr	-	-	-	-	1.00	1.00
Department Assistant III	0.50	-	-	-	-	-
Engineering Technician III	-	-	-	-	-	0.50
Total Department	17.50	17.00	17.00	16.00	17.00	20.50
STORMWATER DIVISION						
Elec/Streets/Strmwtr Transp 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
Engineering Technician III	-	-	-	-	-	1.00
Sweeper Operator	2.00	2.00	2.00	2.00	2.00	2.00
Total Department	7.50	7.50	7.50	7.50	7.50	8.50
Total Operations	48.50	48.50	48.50	48.50	49.50	55.50
TOTAL ENTERPRISE FUNDS	52.50	52.50	52.50	60.50	61.50	67.50
TOTAL CITY FTE'S	280.00	286.00	290.00	312.50	321.50	331.50

2024 Capital Budget	
Department/Description	Adopted Budget
City Council/City Manager/Human Resources/Public Affairs/City Clerk	
Public Affairs Communications Manager Equipment	4,828
Public Art	50,000
	54,828
Police	
Police Station Construction	29,160,384
Records Management System (RMS) Replacement	475,000
Vehicle Replacements Shortfalls	46,854
	29,682,238
Community Buildings	
Jacob Smith House Tables Replacment	10,000
	10,000
PW - Administration	
Vehicle Replacement Shortfall	41,825
	41,825
PW - Parks Maintenance	
Vehicle Replacements Shortfalls	120,341
OpenGov Asset Management Software for Shop Operations	14,146
Install Gutters and Downspouts	15,000
	149,487
PW - Facilities Maintenance	
Transit Van (EV)	82,250
	82,250
Community and Economic Development	
Vehicle Replacement Shortfalls	21,673
	21,673
PW - Streets	
Vehicle Replacement Shortfall	39,458
Bucket Truck Replacement Shortfall	59,499
OpenGov Asset Management Software for Shop Operations	14,146
Sidewalk Sucker	12,000
	125,103
Parks and Open Space	
Bush Park Playground Equipment	442,000
Cuoio Phase 1a	5,229,819
	5,671,819
Regional Athletic Complex (RAC)	
Replace Synthetic Groomer	29,616
Replace Paint Liner Equipment	20,780
Replace Ride-on Fertilizer Spreader	8,091
RAC Ballfield Safety Netting	225,000
RAC Wi-Fi Pre-design	15,000
Two Golf Carts	8,000
	306,487
PW - Water M&O	
Backhoe Replacment Shortfall	152,650
OpenGov Asset Management Software for Shop Operations	14,146
Engineering Tech III Equipment	5,518
Replace Office Cubicles to Expand Office Space Capacity	25,000
Senior Water Technician Equipment	72,130

PW - Water M&O-Continued

Replace Office Cubicles to Expand Office Space Capacity 25,000

294,444

PW - Wastewater M&O

Vactor Replacement Shortfall 222,522

Vehicle Replacement Shortfall 43,151

OpenGov Asset Management Software for Shop Operations 14,146

Replace Office Cubicles to Expand Office Space Capacity 25,000

SCADA Technician Equipment 83,650

Engineering Tech III Equipment 5,517

Replace Office Cubicles to Expand Office Space Capacity 25,000

Vactor for New Wastewater Journey Level Tech Positions 750,000

1,168,986

PW - Stormwater M&O

Vehicle Replacement Shortfall 28,622

OpenGov Asset Management Software for Shop Operations 14,146

Engineering Tech III Equipment 43,784

Ford F550 with Dump Bed 115,000

201,552

Total Capital Budget

37,810,692

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Current Expense Fund - Revenues</i>				
Revenues				
001-0000-308.00-00	Estimated Beginning Cash	-	13,352,862	25,720,801
001-0000-311.10-00	Property Taxes-Current	7,515,791	8,047,842	8,156,519
001-0000-311.15-00	Property Taxes-Delinquent	16,376	35,000	30,000
001-0000-313.10-00	Sales Taxes	16,101,432	14,455,967	15,600,134
001-0000-313.27-00	Affordable & Sup. Housing	113,971	110,374	110,374
001-0000-316.10-00	Business & Occupation Tax	3,076,569	3,075,390	3,503,777
001-0000-316.20-00	Admissions Tax	156,544	168,000	180,000
001-0000-316.41-00	Utility Tax/Electric	2,911,104	3,078,839	3,255,750
001-0000-316.42-00	Utility Tax/Water-Private	5,411	4,661	-
001-0000-316.43-00	Utility Tax/Gas	1,000,516	1,063,521	1,222,299
001-0000-316.45-00	Utility Tax/Solid Waste	533,206	554,444	598,901
001-0000-316.47-01	Utility Tax/Telephone	563,366	555,349	480,555
001-0000-316.52-00	Utility Tax/Olympia City	1,715	6,000	6,000
001-0000-316.70-00	Utility Tax/Lacey Utility	-	2,675,494	2,997,394
001-0000-316.72-00	Water Utility Tax	1,096,612	-	-
001-0000-316.72-10	Fire Suppression Util Tax	1,084,790	950,667	-
001-0000-316.74-00	Wastewater Utility Tax	1,324,164	-	-
001-0000-316.78-00	Stormwater Utility Tax	299,579	-	-
001-0000-317.20-00	Leasehold Excise Taxes	23,020	20,000	20,000
001-0000-317.51-00	Punch Board & Pull Tabs	41,749	40,000	40,000
001-0000-317.52-00	Bingo & Raffles	-	100	100
001-0000-317.53-00	Amusement Games	300	600	600
001-0000-317.54-00	Card Games	501,043	363,132	500,000
001-0000-319.60-00	B & O Penalties	10,644	3,500	3,500
001-0000-321.60-00	Professional & Occupation	658	1,500	1,500
001-0000-321.90-00	Business Licenses	71,590	81,188	79,873
001-0000-321.91-00	Franchise Fees	699,700	734,980	716,838
001-0000-322.10-00	Building Permits	1,165,855	1,000,000	1,000,000
001-0000-322.11-00	Mechanical Permits	369,973	150,000	200,000
001-0000-322.12-00	Plumbing Permits	132,705	100,000	100,000
001-0000-322.13-00	Electrical Permits	214,683	200,000	225,000
001-0000-322.14-00	Tree Protection Fees	6,371	15,000	15,000
001-0000-322.40-00	Street & Curb Permits	62,754	40,000	40,000
001-0000-322.41-00	Banner/Sign Permits	425	250	250
001-0000-322.90-00	Gun Permits	11,984	15,000	15,000
001-0000-331.16-72	Law Enforce Grant-Vests	5,851	-	-
001-0000-333.14-22	CDBG Dept of Commerce	81,955	500,000	-

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Current Expense Fund - Revenues</i>				
Revenues				
001-0000-333.97-36	CFDA #97.036	9,588	-	-
001-0000-334.04-20	Dept of Commerce	46,667	-	-
001-0000-334.06-90	Other State Agencies	5,124	-	-
001-0000-336.06-41	Marijuana Enforcement	-	81,622	135,000
001-0000-336.06-42	Marijuana Excise Tax	135,773	-	-
001-0000-336.94-00	Liquor Excise Tax	405,734	397,369	429,679
001-0000-336.95-00	Liquor Board Profits	445,072	437,514	448,697
001-0000-337.03-52	WASPC/WATPA	24,921	-	-
001-0000-337.69-10	Stay-At-Work Program	13,621	3,000	3,000
001-0000-338.21-00	Law Enforcement Service	8,160	-	-
001-0000-338.27-00	NTPS Security Contract	300,678	160,678	160,678
001-0000-338.39-00	Animal Services Admin	140,948	126,055	175,000
001-0000-341.50-00	Public Records/Reports	687	250	250
001-0000-341.53-00	Notary Services	72	250	250
001-0000-341.54-00	NSF Fees	80	150	150
001-0000-341.55-00	Police Taxable Fees	3,318	6,000	6,000
001-0000-341.70-10	Misc. Taxable Sales	73	100	100
001-0000-341.82-10	Document Recording Fee	12,066	-	-
001-0000-341.99-00	Passport Fees	490	-	-
001-0000-342.10-10	Nisqually MOA-Trust Prop.	-	4,500	4,500
001-0000-342.10-11	Criminal Justice Training	125,486	-	175,000
001-0000-342.40-01	Inspection Services	-	2,000	2,000
001-0000-343.95-00	RBRRPA Abatement Charges	2,345	4,500	4,500
001-0000-345.81-00	Zonning/Subdivision Fees	90,633	75,000	100,000
001-0000-345.83-00	Plan Checking Fees	491,320	450,000	500,000
001-0000-345.83-02	Inspection Services	-	49,250	-
001-0000-347.60-20	Youth & Teen Programs	39,715	-	-
001-0000-347.60-29	Teen Prog Parks-CivicRec	103,298	199,000	199,000
001-0000-347.60-40	Aquatics Programs	42	-	-
001-0000-347.60-49	Aquatic ProgPark-CivicRec	141,760	260,000	200,000
001-0000-347.60-50	Physical Activities Prog	1,153	-	-
001-0000-347.60-59	Sports Parks-CivicRec	111,410	180,000	195,750
001-0000-347.60-69	Cultural Parks-CivicRec	52,405	73,000	73,000
001-0000-347.60-79	Outdoor Parks-CivicRec	1,560	22,250	22,250
001-0000-347.60-89	Fitness Parks-CivicRec	15,210	15,750	-
001-0000-347.60-90	Special Events Program	9,150	-	-

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Current Expense Fund - Revenues</i>				
Revenues				
001-0000-347.60-99	Spec Event Parks-CivicRec	32,900	48,900	48,900
001-0000-347.61-05	SEEK Funding	75,667	-	-
001-0000-347.61-65	Museum Education Programs	-	1,750	1,750
001-0000-347.62-09	Shelters Parks-CivicRec	33,725	10,000	20,000
001-0000-347.63-00	Tumwater Pool Agreement	12,000	16,290	16,290
001-0000-347.64-00	Lacey ACT-Program Fees	-	23,500	23,500
001-0000-347.65-09	Field Fees Parks-CivicRec	40,184	20,000	30,000
001-0000-347.65-19	Field NTPS Parks-CivicRec	35,934	22,500	22,500
001-0000-347.90-01	HOA-Conf/Participant Fees	2,220	-	-
001-0000-348.95-00	Engineering Services Fees	2,192,838	1,980,116	2,006,517
001-0000-348.95-10	Engineering Svc - Culture	75,720	86,980	95,678
001-0000-348.95-20	Engineering Svc - Transp	872,193	1,060,175	1,178,461
001-0000-348.95-30	Engineering Svc - Gen Gov	38,222	86,981	95,678
001-0000-348.95-40	Engineering Svc -Pub Safe	71,083	86,980	95,678
001-0000-348.95-60	Economic Environment	689	-	-
001-0000-348.95-90	Animal Services	23,159	-	-
001-0000-348.96-00	Parks Maintenance Service	64,384	72,491	95,512
001-0000-348.96-20	Parks Maint - Streets	344,605	441,759	462,063
001-0000-348.99-00	Water Resources Services	1,531,553	2,645,404	2,675,841
001-0000-349.10-01	Indirect Plan-HR/PA	264,178	314,896	343,526
001-0000-349.10-02	Indirect Plan-Finance	861,566	959,601	910,362
001-0000-349.10-03	Indirect Plan-City Mgr.	162,860	229,909	291,087
001-0000-349.10-06	Indirect Plan-Legal	8,219	1,337	3,229
001-0000-351.10-00	District Court	46,182	50,000	50,000
001-0000-351.20-00	Lacey Violations	43,009	50,000	50,000
001-0000-361.10-00	Investment Interest	386,436	502,293	821,736
001-0000-361.10-40	LGIP Earnings	68,029	119,839	503,772
001-0000-361.11-00	Interest Earnings	20,860	8,554	-
001-0000-361.15-00	Leases	449	-	-
001-0000-361.32-00	Unrealized Gain(Loss)	(1,805,383)	-	-
001-0000-361.40-00	Interest Sales Tax	25,177	12,500	25,000
001-0000-362.50-10	Lease - Consessionaire	2,299	1,200	1,200
001-0000-362.50-20	Lease - Facilities	39,285	42,950	42,950
001-0000-362.80-00	Concession Commission	-	1,750	1,750
001-0000-367.10-01	Contributions-General	39,807	-	-
001-0000-367.10-02	Contribution-Police	1,600	-	-

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Current Expense Fund - Revenues</i>				
Revenues				
001-0000-367.10-03	Contribution-Parks-Gen.	5,000	-	-
001-0000-367.10-04	Cont.-Parks Sponsor/Event	77,950	62,500	62,500
001-0000-367.10-06	Cont.-Summer Lunch Prog.	2,000	7,500	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	4,017	-	-
001-0000-369.20-00	Unclaimed Property	944	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	10,993	39,225	3,000
001-0000-369.41-00	False Alarm	-	3,500	3,500
001-0000-369.43-00	Seizure Funds	3,809	-	-
001-0000-369.81-00	Cash Over & Short	1,186	-	-
001-0000-369.90-00	Other Misc Revenue	18,643	-	-
001-0000-369.90-19	Misc. Museum CivicRec	386	-	-
001-0000-369.95-00	Physical Environment	-	500	500
001-0000-369.95-10	RBRRPA Reimbursement	-	8,000	8,000
001-0000-391.50-00	Capital Lease (noncash)	727,150	-	-
001-0000-397.10-02	Transfer In 109 Fund	48,500	48,500	48,500
Total Current Expense Fund Revenues		48,453,192	63,024,278	77,709,449

CITY COUNCIL

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

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 advisory bodies, 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.

BUDGET SUMMARY

The 2024 budget for the City Council is **\$501,206**. 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:

1. City Council Services
2. Boards, Commissions, and Special Activities
3. Youth Initiatives

2023 ACCOMPLISHMENTS

- Appointed a new City Manager.
- Adopted policy items, including but not limited to: the Corporate Sponsorship and Naming Rights Policy, Land Acknowledgement Policy, Advisory Board Stipend Policy, Transportation Improvement Program, Regional Athletic Comprehensive Plan, etc.
- Finalized the Budd-Deschutes Coalition Interlocal agreement and other important interlocal agreements.
- Entered into a Cooperation Agreement with the Nisqually Indian Tribe related to the development of Quiemuth Village and Quiemuth Resort.
- Purchased property from Saint Martin's Abbey for the new Lacey Police Station.
- Appointed new advisory board members.
- Approved contracts for mission critical infrastructure projects and public services.
- Approved 2023 CDBG funding allocations.
- Awarded the Spirit of Lacey award to Ken Balsley.
- Met jointly with the North Thurston Public School Board and Board of County Commissioners.
- Attended countless community events and engagements.
- Adopted a balanced budget for 2024.

2024 PROGRAMS, GOALS AND PRIORITIES

- Maintain a safe and secure community.
- Support efforts for job creation, new livable wage jobs, and promote the diversification of the community's businesses and employment sectors.
- Continue diversity, equity, inclusion, and belonging initiatives.
- Maintain support of the Lacey MakerSpace and explore other economic partnerships to assist our business community.
- Monitor revenues and expenditures to ensure the financial solvency of the City.
- Continue to support the Lacey Veterans Services Hub providing support to our community's veterans.
- Collaborate with neighboring jurisdictions, Thurston Regional Planning Council, SSMCP, and Department of Transportation (WSDOT) to determine long-term solutions to I-5 through Thurston County from Mounts Road (Exit 114 to south Tumwater (Exit 99)).
- Continue to support the City's stewardship and climate mitigation initiatives.
- Create opportunities and programs to increase affordable housing.
- Engage the Washington State Legislature on the City's legislative priorities.

- Work on economic development initiatives across the community.
- Continue efforts to reduce homelessness in the community.
- Continue to support adopted six-year art plan
- Continue and expand Neighborhood Grant Program
- Maintain the City and North Thurston Public School's strong and collaborative relationship.
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- Continue and expand Neighborhood Grant Program
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Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
City Council				
Council Services				
001-0301-511.10-01	Salaries-Regular	158,219	144,780	152,063
001-0301-511.10-05	Salaries-Overtime	5	-	-
001-0301-511.20-01	Employer Paid Benefits	21,315	15,218	17,407
001-0301-511.31-01	Office & Operating Supply	871	2,000	2,000
001-0301-511.41-01	Prof. Svc-Other	5,447	5,000	5,000
001-0301-511.42-01	Telecommunications	15,563	8,200	8,200
001-0301-511.43-01	Transportation/Per Diem	13,228	13,500	13,500
001-0301-511.43-02	Dues, Subscriptions, Publ	16	-	-
001-0301-511.43-03	Registrations	2,810	9,500	9,500
001-0301-511.45-02	IMS Rentals	24,948	24,550	23,946
001-0301-511.46-03	Insurance-Fidelity	1,961	2,673	2,673
001-0301-511.49-47	Sister City Program	-	10,200	10,200
001-0301-519.49-20	Special Projects	20,857	42,019	10,000
001-0301-573.49-12	Special Events	9,277	30,000	15,000
Total Council Services		274,517	307,640	269,489
Boards/Memberships				
001-0302-511.49-20	Advisory Board Stipends	-	-	50,000
001-0302-519.49-14	Association of WA Cities	41,457	48,235	49,854
001-0302-519.49-15	National League of Cities	4,106	3,813	3,813
001-0302-519.49-19	Neighborhood Grant Prog	56,765	79,418	60,000
001-0302-519.49-41	ICLEI	-	600	600
001-0302-519.49-50	Military Support	50,000	50,000	50,000
001-0302-519.49-53	Public Art	390	89,610	-
001-0302-572.31-30	Other Boards/Memberships	2,162	12,450	12,450
Total Boards/Memberships		154,880	284,126	226,717
Youth Initiatives				
001-0304-511.49-56	Youth Council	2,500	10,945	5,000
001-0304-511.49-59	Youth Initiatives	-	8,000	-
Total Youth Initiatives		2,500	18,945	5,000
Total City Council		431,897	610,711	501,206



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CONTRACTED SERVICES

This budget details the cost of a variety of public services the City of Lacey purchases from or contracts with other agencies and providers. The City uses contract services when quality public services can be cost-effective. The City 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 2024 budget for Contracted Services is **\$2,635,541**. This amount maintains current services while providing for increases as identified in approved contracts.

CONTRACTUAL - INTERLOCAL AGREEMENTS

Public Safety & Criminal Justice

COURT SERVICES:

Thurston County District Court currently provides court services for infraction 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 City is required to provide an attorney for those unable to afford one when charged with a criminal offense. The City pays all legal defense fees.

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. These charges include all medical and dental expenses 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. The City is a partner in an interlocal agreement for these services. A voter approved 1/10th of 1% sales tax funds operating costs. This budget allocation is for services provided to Public Works operations.

ANIMAL SERVICES:

Joint Animal Services is a service provider created through an interlocal 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 animal shelter for lost animals. Each member jurisdiction is charged an assessment for maintenance and operational 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.

REGIONAL PLANNING:

The City partners with Thurston Regional Planning Council (TRPC) 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 is reduced.

Community Services

ELECTION/VOTER REGISTRATION:

The Thurston County Auditor's Office oversees elections in Thurston County. This is for the City's portion of all general and special election costs. The City's portion is based on the number of registered voters.

CITY GOVERNMENT PRODUCTION & PROGRAMMING SERVICES:

Services for recording, scheduling, and broadcasting City public meetings, special events, and other City productions on a government channel on cable television.

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 is to nurture existing businesses considering 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 other agencies that provide public services for Lacey community members, including Intercity Transit for the Amtrak Depot and the Olympic Air Pollution Control Authority for monitoring and enforcement of air quality issues.

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Contracted Services				
Contracted Services				
001-0401-511.58-18	Election/Voter Registrare	72,350	150,000	125,000
001-0401-511.58-21	Inter-governmental	106,492	100,000	100,000
001-0401-512.58-12	District Court	299,551	400,000	420,000
001-0401-512.58-13	Public Defender-Indigent	278,936	364,000	417,000
001-0401-521.49-08	Witness Fees	-	1,000	1,000
001-0401-521.49-09	Interpreter Service	7,054	6,500	6,500
001-0401-521.58-24	Victim Advocate	55,000	60,000	60,000
001-0401-523.58-10	Th Co Corrections	2,353	20,000	20,000
001-0401-523.58-11	Other Jail Services	371,287	684,375	707,096
001-0401-523.58-12	Medical Services	4,472	20,000	20,000
001-0401-525.58-22	Emergency Services Prog.	6,959	11,000	11,000
001-0401-528.58-05	Central Dispatch	-	6,274	6,274
001-0401-531.58-01	Pollution Control Auth.	43,704	51,626	53,758
001-0401-539.58-04	Joint Animal Services	341,525	383,082	397,397
001-0401-552.58-14	Dispute Resolution Center	3,100	53,100	53,100
001-0401-552.58-24	Foreign Trade Zone	-	3,000	3,000
001-0401-557.58-17	Th Community TV	126,303	133,561	10,000
001-0401-558.58-02	Thurston Region Planning	162,530	105,213	112,416
001-0401-559.58-03	Economic Develop. Council	50,000	80,000	80,000
001-0401-573.58-20	IT/Amtrak	33,879	18,441	32,000
Total Contracted Services		1,965,495	2,651,172	2,635,541



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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 organizational 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 City 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 information to provide the City Council to make informed decisions and establish annual goals and priorities for the City. The City Manager also attends and represents the City on various intergovernmental committees.

BUDGET SUMMARY

The 2024 budget for the office of the City Manager is **\$1,405,290**. In addition to covering operating expenses, the City Manager's budget includes funding for the City Manager, Assistant City Manager, Management Analyst, Human Services Coordinator, Equity and Inclusion Administrator and Executive Assistant, to provide technical and administrative support to the City Manager and the City Council.

2023 ACCOMPLISHMENTS

- Provided seamless continuity of government during the transition of City Managers.
- Led continued implementation of City of Lacey Work Plan 2022-2024 and other City Council priorities.
- Facilitated ILA to receive National Opioid Settlement funding to address opioid addiction in the community.
 - Negotiated agreement with Saint Martin's Abbey for the purchase of property for the Lacey Police Station.
 - Finalized funding strategy for the construction of the Lacey Police Station
 - Managed 2023 CDBG program supporting critical public services and affordable housing efforts.
- Supported 2023 LTAC grants and the 2024 LTAC funding process, to include process updates.
- Continued to provide support for the Commission on Equity and Lacey Youth Council.
- Developed cooperation agreement with the Nisqually Indian Tribe for development of Quiemuth Village and Resort projects.
- Updated procurement policy for work defined as "Public Works"
- Provided first-rate customer services to community members, City Council, and City staff.
- Created and implemented a Land Acknowledgement policy.
- Created an Advisory Board Stipend Program.
- Completed two Telecommunication Franchise Agreements.
- Managed public defense and social service contracts.
- Held three Community Forums with the Commission on Equity.
- Held two employee recognition events
- Successfully accomplished many key items on the City's state and federal legislative agenda.
- Performed Lean Six Sigma study on the City's legislative process leading to significant changes.
- Provided research for projects, grants, and policies.
- Helped develop policy recommendations with other City departments.

2024 PROGRAMS, GOALS AND PRIORITIES

- Oversight of City financials to ensure the fiscal sustainability.
- Implementation of projects and policies identified by the City Council Workplan 2022-2024.
- Continue to promote business growth and economic development with the objective of improving Lacey's sales tax base, expanding shopping opportunities for community members, and diversifying the employment base.
- Implement innovative government solutions that enhance community services.
- Continue to serve in a leadership capacity for national, regional, and local affairs.
- Develop and advocate for the City's federal and state legislative agendas.
- Continue to improve government transparency and effectiveness.
- Continue to develop and explore new partnerships to increase public engagement within the community.

- Explore opportunities and initiatives to enhance the overall quality of life.
- Continue to invest time, training, and resources in City staff to enhance the organization and services.
- Continue to build upon the City's strong environmental stewardship efforts.
- Continue role in the South Sound Military and Communities Partnership (SSMCP).
- Provide administrative oversight of the Lacey Veterans Services Hub.
- Continue to lead the implementation of Communications Plan.
- Implement a comprehensive and transparent human services grant program.
- Continue process of creating a CDBG entitlement program to improve the community.
- Finalize and start implementation of the Diversity, Equity, and Inclusion Strategic Plan.

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
City Manager				
City Manager				
001-0501-513.10-01	Salaries-Regular	549,374	639,914	958,333
001-0501-513.10-05	Salaries-Overtime	5	-	-
001-0501-513.10-06	Salaries-Part-Time	4,699	12,000	12,000
001-0501-513.20-01	Employer Paid Benefits	187,273	228,071	304,314
001-0501-513.31-01	Office & Operating Supply	3,911	4,000	4,000
001-0501-513.41-01	Prof. Svc-Other	17,897	9,000	64,000
001-0501-513.42-01	Telecommunications	3,857	2,500	2,500
001-0501-513.42-05	Communications-Webhosting	-	4,400	-
001-0501-513.43-01	Transportation/Per Diem	-	5,000	5,000
001-0501-513.43-02	Dues, Subscriptions, Publ	7,966	5,500	5,500
001-0501-513.43-03	Registrations	1,546	4,000	4,000
001-0501-513.45-02	IMS Rental	21,368	27,787	30,653
001-0501-513.49-06	Maintenance Contracts	2,949	-	-
001-0502-514.45-02	IMS Rental	-	13,589	14,990
Total City Manager		800,845	955,761	1,405,290



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HUMAN RESOURCES

The Human Resources (HR) Department provides administrative and support services to all City departments related to the recruitment, training and organizational development, performance management and compensation of the City's work force. In addition, this department manages employee relations, coordinates internal diversity, equity and inclusion initiatives, conducts or contracts for investigations, manages labor contract administration and negotiations and benefits program. The HR Department is also responsible for the City's loss control and safety programs, administration of the City's liability and worker's injury claims, and co-management of the City's EOC and emergency preparedness programs.

There are several areas of program responsibility:

- Recruitment and selection
- Outreach and advertising
- Employee relations/investigations
- Labor relations (contract administration and negotiations)
- Diversity, Equity and inclusion
- Risk management/loss control
- Wellness programs
- Personnel policy development and implementation
- Employee training and development
- Classification and compensation
- Employee benefits and leave administration
- Compliance with, and legislative review of, current employment law
- Safety, emergency management and preparedness
- Claims administration for City liability, worker's compensation, and unemployment insurance

The HR Department is staffed with an HR Director, a Labor Relations, Classification and Compensation Manager, a Benefits Manager, two (2) Human Resources Analyst's, a Recruitment Coordinator, a Human Resources Specialist, and an Emergency Management and Safety Coordinator.

BUDGET SUMMARY

The HR Department budget is organized into two budget program areas; General Services and Risk Management/Loss Control. The total 2024 budget for the HR Department is **\$1,861,678**. Recruitment activity for this past year (2023) is still being impacted and increased by the COVID-19 pandemic, and included, but is not limited to, the hiring of 26 FTE positions (which does not include all seasonal hiring), such as a new Labor Relations, Classification and Compensation Manager; a Housing Coordinator; a Human Resources Analyst; a Recreation Coordinator; five (5) Entry Level Police Officers and one (1) Lateral Officer; three (3) Community Service Officers; an AMI Technician (LTE); a Senior Accountant; a Department Assistant III and Department Assistant III (LTE); a Senior Survey Technician; two (2) Water Resource Assistants; a Senior Parks Planner; a Stormwater Program Engineer; a Survey Technician (ET III); and a Water Resource Specialist. This recruitment effort list also does not include FTE's filled after September 14, 2023.

Assisting in maintaining employee safety during the pandemic continued to be a priority focus for the department for the first part of 2023, including creating and disseminating important COVID-19 safety protocol information through Supervisor Bulletins, positive COVID-19 case and exposure reporting processes, and other pandemic safety guidance and communications.

Activities in risk management included continued participation in the AWC Retrospective Rating Program for the City's L & I worker's compensation program, participation in the regional Hazard Mitigation Plan efforts, and initiation of a Comprehensive Emergency Management Plan update project, which includes onboarding of an outside consultant and coordination of internal and external stakeholders.

The HR Department continues to evaluate and update the City of Lacey's Accident Prevention Program (APP) in coordination with department assigned safety staff to conform to current L&I Department of Occupational Safety and Health (DOSH) standards to include implementation and tracking of mandatory employee safety trainings (e.g. First aid; ICS trainings).

The HR department has continued to focus on enhancing organizational development and training and provided coaching, training, and guidance in leave laws, recruitment, corrective action, accident and injury protocols, self-care, and awareness.

The HR Department has been partnering with the AFSCME Union and management teams to initiate a market study project which involves updating of job classification descriptions and survey of comparable city data. This project is being conducted between 2023 and 2024 in preparation for collective bargaining. The HR Department continues to finalize results of the non-represented comprehensive study which will have final actions processed for the upcoming 2024 budget year.

Additional noteworthy department actions include the continuous work on the City's Wellness Program, which is anticipated to result in the City being awarded the Association of Washington Cities Wellness Award in 2024 (for 2023). This award will provide an additional benefit of reducing the City's premiums for medical, dental, and vision coverage by 2% in 2024.

HR also focused on providing core training and development through completing City-wide policy manual update training, purchasing access to legal compliance trainings through Summit Law for all staff, ensured staff attendance in an ethics in government webinar, and scheduling supervisor program trainings focused on emotional intelligence.

In 2023, the HR Team opened up bargaining with Lacey Police Officer Guild (LPOG), and is scheduled to begin bargaining with the Lacey Police Senior Management Association (LPSMA) in fall 2023.

2024 PROGRAMS, GOALS, AND PRIORITIES

- Continue to work on Comprehensive Emergency Management Plan (CEMP) finalization and additional emergency management strategic framework for City
- Focus on employee and labor relations in support of the organization's overall human resources processes and programs
- Review current recruitment life cycle steps for possible efficiency improvements and changes related to creating a more inclusive and equitable hiring practice overall. Continue to recruit and hire quality staff for essential vacancies
- Complete contract renewals with the Lacey Police Officer Guild and Lacey Police Senior Management Association
- Reorganize and restructure positions as approved by executive leadership
- Review and update City Personnel Policies on an annual basis
- Review and update City Accident Prevention Program (APP) annually
- Finalize and implement a five (5) year Hazard Mitigation Plan in conjunction with other City Departments
- Conduct comprehensive market study on agreed job classifications for AFSCME bargaining
- Update and implement the Emergency Coordination Center (ECC) Plan, and schedule all staff trainings related to emergency management
- Continue to provide implicit bias and scoring tool training to all interview panelists
- Provide continued employee and supervisory training
- Develop a training course for new supervisors specific to City of Lacey
- Establish standard operating procedures for HR to coincide with current policy
- Continue to develop new HR staff hires through ongoing training and coaching

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Human Resources				
General Services				
001-0701-516.10-01	Salaries-Regular	645,093	956,537	875,237
001-0701-516.10-05	Salaries-Overtime	5	1,500	1,500
001-0701-516.10-06	Salaries-Part-Time	-	32,500	32,500
001-0701-516.20-01	Employer Paid Benefits	221,424	399,110	330,253
001-0701-516.20-03	Unemployment Compensation	4,206	-	-
001-0701-516.20-41	Tuition Reimbursement	5,848	10,000	15,000
001-0701-516.31-01	Office & Operating Supply	9,062	9,475	9,475
001-0701-516.31-02	Small Tools & Equipment	2,017	-	-
001-0701-516.31-04	Supplies - Testing/Exam	6	6,477	6,477
001-0701-516.41-01	Prof. Svc-Other	53,173	46,529	46,529
001-0701-516.41-03	Prof. Svc-Consultant	78,918	221,750	195,100
001-0701-516.41-46	Prof Svc-Civil Service	20,233	40,000	63,552
001-0701-516.42-01	Telecommunications	2,388	-	-
001-0701-516.43-01	Transportation/Per Diem	3,303	9,400	10,400
001-0701-516.43-02	Dues, Subscriptions, Publ	1,063	2,700	2,700
001-0701-516.43-03	Registrations	3,099	9,800	10,800
001-0701-516.44-01	Adv/Full-Time Position	6,515	8,000	8,000
001-0701-516.44-02	Adv/Part-Time Position	614	2,000	2,000
001-0701-516.45-02	IMS Rental	39,002	39,160	47,077
001-0701-516.49-02	Printing & Binding	-	3,500	3,500
001-0701-516.49-05	Professional Development	26,592	45,000	45,000
001-0701-516.49-30	Software Maintenance	-	7,322	9,202
001-0701-516.49-56	Emp Perform Recognition	11,654	13,000	16,000
Total General Services		1,134,215	1,863,760	1,730,302
Risk Management/Loss Control				
001-0702-514.10-01	Salaries-Regular	60,793	71,949	65,705
001-0702-514.20-01	Employer Paid Benefits	27,322	35,556	30,010
001-0702-514.31-01	Office & Operating Supply	976	-	-
001-0702-514.41-03	Prof. Svc-Consultant	3,752	5,000	5,000
001-0702-514.42-01	Telecommunications	2,063	4,800	4,800
001-0702-514.43-02	Dues, Subscriptions, Publ	-	961	961
001-0702-514.49-17	Pre-employment Medicals	22,482	5,000	5,000
001-0702-514.49-18	Wellness Prog. AWC-Grant	10,806	13,000	15,400
001-0702-514.49-43	Drug & Alcohol Testing	5,437	4,500	4,500
Total Risk Management/Loss Control		133,631	140,766	131,376
Total Human Resources		1,267,846	2,004,526	1,861,678



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SOCIAL SERVICES

The City provides and supports a broad range of local social services to community members. The services are targeted to alleviate hardships and help individuals in need to access community resources. The City engages in this work in four (4) distinct ways:

1. Direct social service outreach and clean-up response
2. Coordinated efforts with regional and community partners
3. Providing funding to support the work of non-profit and other governmental entities
4. Advocacy for more comprehensive solutions to homelessness at the state and federal level.

Through this work, the goal of the City is to provide and support services in the community built on compassion, public safety, and enhancing the wellbeing of all. Programs and services supported in this budget cycle include:

- Affordable Housing and Homeless Services
- Early Learning and At-Risk Youth Services
- Senior Services
- Veterans Services
- Food Insecurity and Nutrition Services
- Hazardous Weather Sheltering Services
- Substance and Alcohol Abuse Treatment Services
- Crime Victim Advocate Services
- Dispute Resolution Services

BUDGET SUMMARY

The total 2024 budget for Social Services is **\$1,201,653**.

2023 ACCOMPLISHMENTS

- Enhanced homeless services with work on Regional Housing Council, the addition of a Housing Coordinator, and the continuation of the Mobile Outreach Team, Community Resource Unit, and Rapid Response Team.
- Worked with regional partners to acquire Maple Court Enhanced Shelter to provide heated units, safety, and community for individuals and couples currently living unsheltered in the Thurston County region. The shelter includes 118 fully furnished rooms for residents and 6 rooms for staff and case-management offices.
- Enhanced efficiencies at the Lacey Veterans Services Hub (LVSH) to allow for more client appointments and a reduction in client wait times.
- Addition of a Social Services Coordinator to enhance services.

2024 PROGRAMS, GOALS AND PRIORITIES

- Create a more comprehensive social services plan.
- Create an accessible and transparent City grant social service program.
- Create a Strategic Plan for the LVSH.
- Start efforts to become a CDBG entitlement community.
- Continue oversight of social service contracts.
- Finalize the Homeless Response Plan.
- Perform a comprehensive review of vacant properties and determine future uses that benefit the community.

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Social Services				
General Services				
001-0801-552.58-15	Regional Housing Council	68,403	78,141	80,507
001-0801-552.58-16	TOGETHER	15,000	15,000	15,000
001-0801-552.58-17	Social Svc-Local Grants	-	-	300,000
001-0801-552.58-18	G.R.U.B.	5,000	6,000	6,000
001-0801-552.58-25	Emer Cold Weather Shelter	-	25,000	-
001-0801-565.41-01	Prof. Svc-Other	9,035	-	-
001-0801-565.58-01	Aff and Supp Housing	343,807	110,374	110,374
001-0801-565.58-26	Mobile Outreach Team	187,212	194,109	213,520
001-0801-565.58-27	Senior Services	22,295	-	-
001-0801-566.58-07	Th Co Social Services S/A	17,016	21,360	21,360
Total General Services		667,768	449,984	746,761
Homeless Services				
001-0802-565.10-01	Salaries-Regular	50,219	150,600	123,701
001-0802-565.10-05	Salaries-Overtime	315	-	-
001-0802-565.10-06	Salaries-Part-Time	3,058	-	-
001-0802-565.20-01	Employer Paid Benefits	24,345	75,379	52,759
001-0802-565.31-01	Office & Operating Supply	8,329	15,942	15,942
001-0802-565.31-17	Supplies-Uniform Purchase	620	-	-
001-0802-565.40-01	Homeless Services	3,097	697,834	-
001-0802-565.41-01	Prof. Svc-Other	5,165	-	-
001-0802-565.41-02	Permanent SupportHousing	-	3,500,000	-
001-0802-565.42-01	Telecommunications	1,187	7,000	7,000
001-0802-565.43-02	Dues, Subscriptions, Publ	-	1,500	1,500
001-0802-565.43-03	Registrations	100	-	-
001-0802-565.45-05	Rentals-Other	16,264	10,000	10,000
001-0802-565.47-07	Utility-Solid Waste	6,304	-	-
Total Homeless Services		119,003	4,458,255	210,902
Veteran Services				
001-0805-565.20-01	Employer Paid Benefits	361	-	-
001-0805-565.31-01	Office & Operating Supply	8,931	3,267	3,267
001-0805-565.31-02	Small Tools & Equipment	1,150	7,300	3,000
001-0805-565.41-01	Prof. Svc-Other	86,996	95,800	102,000
001-0805-565.42-01	Telecommunications	2,764	7,000	7,000

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Social Services				
Veteran Services-Continued				
001-0805-565.43-02	Dues, Subscriptions, Publ	323	1,500	1,500
001-0805-565.43-03	Registrations	-	500	500
001-0805-565.45-02	IMS Rental	9,974	41,410	52,939
001-0805-565.45-05	Rentals-Other	-	1,575	1,575
001-0805-565.45-08	Lease Miscellaneous	-	60,000	60,000
001-0805-565.46-04	Insurance-Vehicle	39	43	47
001-0805-565.47-01	Utility-Electric	-	2,000	2,000
001-0805-565.48-01	Rep & Maint-Equipment	1,232	2,000	2,000
001-0805-565.49-02	Printing & Binding	340	3,537	3,537
001-0805-565.49-06	Maintenance Contracts	1,546	1,625	1,625
001-0805-565.49-20	Special Projects	20,546	-	-
001-0805-565.49-23	Custodial	9,352	-	-
001-0805-565.49-30	Software Maintenance	607	3,000	3,000
001-0805-565.60-01	Capital Outlays-Equipment	448,018	7,545	-
001-0805-565.65-01	Governmental Funds	-	450,000	-
001-0805-591.65-01	Leases	24,744	-	-
001-0805-592.65-01	Lease interest	13,656	-	-
001-0805-594.65-01	Veterans Services HUB	(474)	-	-
001-0805-594.65-02	Veterans Affairs LeaseImp	4,125	175,547	-
Total Veteran Services		634,230	863,649	243,990
Total Social Services		1,421,001	5,771,888	1,201,653



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PUBLIC AFFAIRS & CITY CLERK

PUBLIC AFFAIRS

The Public Affairs Department is responsible for creating, enhancing, and administering the City's communications; assisting the City Council and City Manager on a full array of special projects; acting as a liaison to and resource for community stakeholders, such as residents, neighborhood associations, and outside organizations. These activities include:

- Providing information about City activities through a variety of community meetings and forums.
- Developing and implementing robust community engagement and participation opportunities.
- Managing City communications including, but not limited to, the website, LaceyLife newsletter, etc.
- Managing content and providing oversight of the City's social media platforms.
- Crafting print and digital media productions.
- Fostering ongoing relationships with neighborhood and homeowners associations, as well as informal community groups.
- Overseeing and responding to community stakeholder questions, comments, complaints, and concerns, including management of the customer relationship management system, Lacey311.
- Managing City telecommunications and cable franchise agreements.
- Providing timely information and communications.

In addition to covering operating expenses, the Public Affairs Office budget includes funding for a Communications Specialist, Community Relations Specialist, Special Project Administrator, and Digital Media Specialist.

2023 ACCOMPLISHMENTS

- Implementation of new legislative process system, CivicClerk, with City Clerk's Office.
- Implementation of a new customer relationship management system, Lacey311.
- Managed and supported the 2023 Mayor's Gala.
- Supported and collaborated with Fred U. Harris Lodge on the 42nd Juneteenth Celebration.
- Held HOA Academy and meetings.
- Continued to enhance the City's website.
- Continued and enhanced City communications: LaceyLife, Latest in Lacey, press releases, speeches, etc.

2024 PROGRAMS, GOALS AND PRIORITIES

- Continued implementation of the Communications Plan.
- Continued enhancement and oversight of the City's website.
- Continued enhancement of Customer Relationship Management Service (Lacey311).
- Implementation of a city-wide document management system with City Clerk's Office and other City departments.
- Develop new opportunities for use of digital media to enhance communications
- Explore ideas for enhanced marketing and branding of Lacey.
- Enhance neighborhood associations relationships.
- Increase access to City information, services, and participation.
- Review select department fees and processes.
- Implement in-house cable streaming and production.

CITY CLERK

The City Clerk's Department 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.

There are six areas of program responsibility within the City Clerk's Office:

1. Records management of all city records, including retention, disposition and training
2. Ensuring legal compliance of city-wide public records requests
3. Providing legal meeting notices
4. Recording legislative action approved by Council to include minutes, ordinances and resolutions
5. Providing administrative support for the Council meeting agenda process
6. Providing administrative support for the Council Boards & Commissions recruitment and appointment process

In addition to covering operating expenses, the Clerk's budget includes funding for the City Clerk and two Deputy City Clerks.

2023 ACCOMPLISHMENTS

- Implementation of new legislative process system, CivicClerk, with Public Affairs Office.
- Overhauled legislative meeting minutes process.
- Completed a comprehensive legislative meeting process study with City Manager's Office.
- Migrated all ordinances, resolutions, and proclamations to Code Publishing site to increase accessibility.
- Continued to provide public services, e.g., public notary, banners, liquor and cannabis licenses, etc.
- Continued to provide public record training and responses. Submitted JLARC Public Records Report.
- Continued legislative support for City Council and advisory board public meetings.
- Supported various special projects through research.

2024 PROGRAMS, GOALS AND PRIORITIES

- Continued enhancement of a new legislative process system, CivicClerk, with Public Affairs Office.
- Implementation of a city-wide document management system in compliance with all local, state and federal laws, with Public Affairs Office and other City departments.
- Continue city-wide records management training for all employees, including orientation training for new employees.
- Supporting the implementation of the Advisory Board Stipend Program; Comprehensive review of the advisory board recruitment process.
- Review department fees and processes.
- Continue to train and collaborate with Records Coordinators on a regular basis to identify issues, provide solutions, and support networking.
- Assist and support Records Coordinators during records remediation in each department.
- Explore opportunities to improve accessibility and transparency with legislative actions and city records.
- Leverage continuing education opportunities to continuously improve knowledge of, and stay current on, Public Records Act and Open Public Meetings Act laws.
- Comply with reporting requirements for all city-wide public records requests.

BUDGET SUMMARY

The 2024 budget for the office of Public Affairs & City Clerk is **\$1,119,225**.

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Public Affairs & City Clerk				
Public Affairs				
001-0903-513.10-01	Salaries-Regular	249,478	266,298	406,730
001-0903-513.10-05	Salaries-Overtime	-	500	500
001-0903-513.10-06	Salaries-Part-Time	-	12,000	12,000
001-0903-513.20-01	Employer Paid Benefits	110,680	126,575	167,709
001-0903-513.31-01	Office & Operating Supply	1,308	3,800	3,800
001-0903-513.41-01	Prof. Svc-Other	23,867	339,893	50,000
001-0903-513.42-01	Telecommunications	3,245	4,000	4,000
001-0903-513.43-01	Transportation/Per Diem	421	3,000	3,000
001-0903-513.43-02	Dues, Subscriptions, Publ	1,883	2,700	2,700
001-0903-513.43-03	Registrations	415	3,000	3,000
001-0903-513.45-02	IMS Rental	35,444	38,263	58,570
001-0903-513.49-02	Printing & Binding	-	2,500	2,500
001-0903-513.49-30	Software Maintenance	1,005	-	-
001-0903-573.49-12	Special Events	3,144	3,500	3,500
001-0903-573.49-20	Special Projects	4,432	7,000	7,000
001-0903-573.49-21	LaceyLife Newsletter	54,783	58,000	60,000
Total Public Affairs		490,105	871,029	785,009
City Clerk				
001-0904-514.10-01	Salaries-Regular	168,965	206,751	210,484
001-0904-514.10-05	Salaries-Overtime	2,158	1,250	1,250
001-0904-514.20-01	Employer Paid Benefits	78,828	105,364	74,957
001-0904-514.31-01	Office & Operating Supply	1,235	2,000	2,000
001-0904-514.41-01	Prof. Svc-Other	-	-	5,000
001-0904-514.41-06	Codification/Microfilm	8,286	12,000	12,000
001-0904-514.41-07	Records Destruction	3,020	4,000	4,000
001-0904-514.43-01	Transportation/Per Diem	-	3,000	4,500
001-0904-514.43-02	Dues, Subscriptions, Publ	1,720	1,000	6,025
001-0904-514.43-03	Registrations	952	3,000	4,000
001-0904-514.44-04	Ordinances & Resolutions	9,648	10,000	10,000
001-0904-514.45-02	IMS Rental	10,449	-	-
Total City Clerk		285,261	348,365	334,216
Total Public Affairs & City Clerk		775,366	1,219,394	1,119,225



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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 and Registration
- Violations Bureau
- Information Systems, Support and Services

These services are provided by 34 full-time and limited-term employees that are budgeted in the Current Expense, Utilities, and Information Management Services Funds.

BUDGET SUMMARY

The 2024 budget for the Finance Department is **\$2,410,430**. 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.

2024 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 Annual Financial Report.

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Finance				
Finance				
001-1401-514.10-01	Salaries-Regular	1,014,898	1,338,891	1,468,705
001-1401-514.10-05	Salaries-Overtime	12,035	850	850
001-1401-514.20-01	Employer Paid Benefits	430,261	632,725	582,415
001-1401-514.31-01	Office & Operating Supply	12,806	5,000	5,000
001-1401-514.41-01	Prof. Svc-Other	4,816	70,000	126,000
001-1401-514.41-05	Prof. Svc-Audit	33,556	91,800	60,300
001-1401-514.41-48	Investment Advisor	54,374	74,000	88,000
001-1401-514.42-01	Telecommunications	4,472	-	-
001-1401-514.43-01	Transportation/Per Diem	5,369	7,500	7,500
001-1401-514.43-02	Dues, Subscriptions, Publ	785	2,175	2,175
001-1401-514.43-03	Registrations	4,230	7,500	7,500
001-1401-514.45-02	IMS Rental	59,111	54,595	58,033
001-1401-514.48-01	Rep & Maint-Equipment	-	100	100
001-1401-514.49-02	Printing & Binding	-	1,000	1,000
001-1401-514.49-06	Maintenance Contracts	3,318	1,500	1,500
001-1401-514.49-30	Software Maintenance	447	1,352	1,352
Total Finance		1,640,478	2,288,988	2,410,430

LEGAL SERVICES

The Schneider Law Office contractually provides legal services to the City. Legal services include representing the City in all legal actions brought by or against the City, including prosecution of all misdemeanors and infractions resulting from citations issued by city personnel. Legal services also include attendance at City Council meetings, advising Councilmembers and City staff in legal matters of a general nature pertaining to the business of the City, and coordinating, reviewing and approving all legislative documents to be brought before the City Council. The City contracts for these services through its adopted budget.

The Schneider Law Office also represents the City in Washington State Superior or Appellate Court actions, before State Hearings Boards, in Federal Court, Joint Animal Control legal actions, and work performed for the City when acting in a proprietary as distinguished from a governmental capacity. Work performed in a proprietary capacity includes the acquisition, care, maintenance, and improvement of the City's streets, water, stormwater, and wastewater facilities. These services are billed separately and are included in appropriate project or enterprise funds.

BUDGET SUMMARY

The total 2024 budget for City Attorney is **\$818,301**.

2024 PROGRAMS, GOALS AND PRIORITIES

- Provide legal guidance to the City Council and City administration on the planning and regulatory functions of the City.
- Continue a positive and pragmatic approach to the City's legal ability to accomplish tasks and projects necessary for its community members.
- Efficient, effective, and accountable prosecution services.
- Acquire necessary property rights for future City projects.

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Legal Services				
Legal Services				
001-1501-515.31-01	Office & Operating Supply	537	-	-
001-1501-515.41-08	Prof. Svc-Litigation	795	18,000	18,000
001-1501-515.41-09	Prof. Svc-Prosecution	415,692	444,046	465,248
001-1501-515.41-15	Governmental Services	278,371	292,407	307,028
001-1501-515.42-01	Telecommunications	1,146	-	-
001-1501-515.49-07	Support Services	16,675	28,025	28,025
Total Legal Services		713,216	782,478	818,301

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 2024 budget for Common Facilities is **\$1,706,031**. This amount maintains the current level of services for City Hall and Library services.

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Common Facilities Overhead				
City Hall & Library Operations				
001-1901-519.31-01	Office & Operating Supply	13,037	20,370	20,370
001-1901-519.41-01	Prof. Svc-Other	6,052	40,846	40,846
001-1901-519.42-01	Telecommunications	17,563	20,000	20,000
001-1901-519.42-02	Communications-Postage	36,925	30,000	30,000
001-1901-519.45-01	Equipment Rental	22,203	18,110	25,878
001-1901-519.45-02	IMS Rental	774,634	664,771	629,998
001-1901-519.45-03	Copier Rental	27,564	38,700	38,700
001-1901-519.45-08	Lease Miscellaneous	-	500	500
001-1901-519.46-01	Insurance-Liability	340,248	425,915	488,183
001-1901-519.46-02	Insurance-Fire/Property	36,596	36,925	80,804
001-1901-519.46-06	AWC-L & I Pool	35,101	16,418	16,418
001-1901-519.47-01	Utility-Electric	154,848	148,000	148,000
001-1901-519.47-02	Utility-City of Lacey	38,885	22,500	22,500
001-1901-519.47-07	Utility-Solid Waste	3,580	3,000	3,000
001-1901-519.48-01	Rep & Maint-Equipment	-	3,700	3,700
001-1901-519.49-02	Printing & Binding	2,661	8,000	8,000
001-1901-519.49-06	Maintenance Contracts	25,175	38,974	38,974
001-1901-519.49-09	Interpreter Services	1,936	-	-
001-1901-519.49-25	Assessments/Taxes	465	2,050	2,050
001-1901-519.49-27	Bad Debt Expense	-	1,000	1,000
001-1901-572.46-02	Insurance-Fire/Property	12,004	10,974	25,624
001-1901-572.47-01	Utility-Electric	52,956	50,000	50,000
001-1901-572.47-02	Utility-City of Lacey	6,888	9,000	9,000
001-1901-572.47-07	Utility-Solid Waste	3,511	1,500	1,500
001-1901-572.48-01	Rep & Maint-Equipment	-	250	250
001-1901-572.49-06	Maintenance Contracts	-	736	736
001-1901-588.50-03	GASB Implementation	(18,680)	-	-
001-1901-591.75-01	Capital Leases	18,680	-	-
Total City Hall & Library Operations		1,612,832	1,612,239	1,706,031

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.

Police Department staffing allocations for 2024 will include: sixty-eight (68) commissioned officers, eleven and half (11.5) administrative staff members and six (6) civilian Community Service Officers. Volunteer services are provided by a group of dedicated staff consisting of the Lacey Resource Unit (LRU), Chaplain Program, and the Explorer Post. The Explorer Post consists of students ages 15.5 -21 years old.

The Lacey Police Department consists of the following three divisions: Operations Division, Administrative Division, and the Investigations Division.

OPERATIONS DIVISION:

The Operations Division is comprised of one (1) Commander, two (2) Lieutenants, six (6) Sergeants, six (6) Corporals, thirty-four (34) Police Officers and six (6) civilian non-sworn Community Service Officers who work in six squads providing 24-hour law enforcement services to the city.

The Operations Division is the largest division in the Lacey Police Department. The primary responsibility is to provide uniformed patrol response to 911 dispatched calls and to provide pro-active patrol service to the City of Lacey 24 hours per day. Lacey Police Officers use a number of different methods and tactics to protect life and property while enhancing the perception of safety throughout the community. The City is divided into three patrol districts to allow officers a concentrated area of focus, where they can engage the community as partners for collaborative solutions to crime and quality of life issues. The Operations Division is complemented by a Traffic Unit that provides education and enforcement services related to vehicle, pedestrian, and school zone safety. The Community Service Officer program provides non-emergency patrol support and in-custody transports to help maximize the time patrol officers are performing their duties in their patrol districts.

ADMINISTRATIVE DIVISION:

The Administrative Division is comprised of one (1) Police Chief, one (1) Deputy Police Chief, one (1) Personnel and Training Sergeant, one (1) Criminal Justice Training Officer, one (1) Management Analyst, one (1) part-time car washer, one (1) Executive Assistant, one (1) Computer Service Technician, and the Records Unit consisting of one (1) Customer Support Supervisor and five (5) Police Records Specialists.

The Administrative Division is responsible for records, public disclosure compliance, concealed weapons permit processing, recruiting, hiring, training, policy, internal investigations, budgeting, logistics, planning, and other administrative tasks. The Customer Support Supervisor and five Police Record Specialists are responsible for completing these administrative tasks on a daily basis. The Personnel and Training Sergeant coordinates department training which consists of de-escalation techniques, less-lethal tools, driving, patrol tactics, firearms, case law updates and current policy and procedures. The Personnel and Training Sergeant is also the direct supervisor of the police officer assigned to the academy training staff at the Criminal Justice Training Center (CJTC). (The cost of CJTC position is reimbursed by CJTC). Our Management Analyst conducts extensive analysis of crime trends to help focus patrol resources as well as assisting detectives with complex investigations. The Executive Assistant is the central point of contact for the Office of the Chief of Police and assists with a myriad of administrative functions in support of the division and the department. The Computer Service Technician provides computer support for hardware and software systems, to include the Body Worn Camera program.

INVESTIGATIONS DIVISION:

The Investigations Division is comprised of one (1) Commander, one (1) Detective Sergeant, six (6) Detectives, three (3) School Resource Officers, one (1) Special Operations Sergeant, three (3) Community Resource Officers, one (1) Evidence Technician, and two (2) Police Record Specialists.

The Investigations Division is comprised of one (1) Commander, one (1) Detective Sergeant, six (6) Detectives, three (3) School Resource Officers, one (1) Special Operations Sergeant, three (3) Community Resource Officers, one (1) Evidence Technician, one (1) Digital Evidence Technician, and one (1) Police Record Specialist.

The Investigative Division is managed by a Commander who is responsible for three units: Detective Unit, School Resource Unit, and the Community Resource Unit. The Detective Unit is responsible for the investigation of major crimes such as

Homicides, Felony Assaults, Sexual Assaults and other felony cases. The Detective Unit will investigate any complicated crimes that exceed the expertise or immediate resources of the Operations Division. The Detective Unit works closely with other local agencies for county-wide criminal investigations involving violent crime, property crimes, narcotics enforcement, as well as missing persons and child abuse cases. Detectives also complete background investigations for new hire and lateral officer candidates, ensuring only the best candidates become Lacey Police Officers. A Digital Evidence Technician is assigned to the Investigative Division to provide technical assistance with the processing and analysis of digital evidence.

The Community Resource Unit is supervised by the Special Operations sergeant and staffed by three officers assigned to conduct community outreach and education. They engage with the homeless population to provide assistance and services for positive outcomes, plan and conduct proactive enforcement operations based on crime analysis trends, instruct at community academies and coordinate community events. The Police Assistant in this division coordinates the department's community outreach efforts to include social media as well as planning and scheduling community engagement and crime prevention seminars. The Community Resource Unit also houses the Lacey Police Department's Mobile Outreach Team (MOT). MOT personnel are non-sworn employees of Olympic Health and Recovery Services (OHRS) who specialize in responding to individuals in crisis. MOT's mission is to respond and engage those in need of services to assist in connecting them with resources. These resources can be for entry into housing or mental health services. The MOT team responds to many 911 calls as well as requests from patrol officers where there is a need for crisis intervention, but a police officer is not needed as the primary responder. OHRS provides this service on a contractual basis.

The School Resource Unit is staffed by three police officers who are assigned to North Thurston Public Schools. They serve four high schools, four middle schools, and six elementary schools. They are responsible for providing not only law enforcement and security, but also focus on initiating positive contacts and building relationships with the students, parents, and school administration. The Special Operations Sergeant also supervises the School Resource Officers.

Our Evidence Technician is responsible for the evidence and property safekeeping function at the Police Department. This includes processing, storing, retrieval, and disposition of all physical and digital evidence and found property. The Evidence Technician also assists in crime scene processing including crime scene mapping, photography, and DNA collection.

BUDGET SUMMARY

The Police Department budget is organized into nine programs:

1. Administration
2. Investigations
3. Records and Support Services
4. Operations
5. Property and Evidence
6. Traffic
7. Training
8. Volunteers
9. Education and Community Outreach

The total 2024 budget for Police is **\$15,455,304**, 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.

2024 PROGRAMS, GOALS, AND PRIORITIES

- Provide high-quality, full-service and community-based law enforcement and public safety
- Continue to promote equity, diversity, and inclusion in all aspects of Police Department activities
- Utilize contemporary crime analysis data to aggressively identify and mitigate emerging crime trends
- Continue our partnership with North Thurston Public Schools to ensure a safe and productive learning environment
- Work closely with our community partners to identify and proactively address quality of life issues
- Increase proactive and compassionate contacts to continue to build community partnerships and trust
- Increase the department's reach through social media to educate and better inform the community and increase transparency about the administration and operation of the Police Department
- Enhance our recruiting and training platforms to continue to build our diversified and inclusive public safety team
- Continue implementation of the Body Worn Camera and In-Car Video program
- Plan for city growth and future law enforcement needs
- Use and implement technology to ensure community safety

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Police				
General Services				
001-2101-521.10-01	Salaries-Regular	636,834	946,442	727,085
001-2101-521.10-05	Salaries-Overtime	1,251	500	500
001-2101-521.10-06	Salaries-Part-Time	2,342	3,000	3,000
001-2101-521.20-01	Employer Paid Benefits	164,554	258,156	190,445
001-2101-521.20-02	LEOFF Disability-Retired	114,210	210,960	210,960
001-2101-521.31-01	Office & Operating Supply	9,652	8,250	8,250
001-2101-521.31-15	Evidence Monies	-	1,000	1,000
001-2101-521.41-01	Prof. Svc-Other	7,685	7,900	87,900
001-2101-521.41-02	Prof. Svc- Engineering	250	-	-
001-2101-521.42-01	Telecommunications	4,380	5,057	5,057
001-2101-521.43-02	Dues, Subscriptions, Publ	867	1,700	1,700
001-2101-521.45-01	Equipment Rental	22,466	21,580	23,180
001-2101-521.45-02	IMS Rental	27,865	27,119	30,945
001-2101-521.45-10	Rental Facilities	-	-	4,200
001-2101-521.48-01	Rep & Maint-Equipment	-	20	20
001-2101-521.49-06	Maintenance Contracts	1,134	-	-
001-2101-521.50-02	HITDA-Drug Unit Monies	7,425	-	-
Total General Services		1,000,915	1,491,684	1,294,242
Records and Support Services				
001-2102-521.10-01	Salaries-Regular	467,273	530,988	657,666
001-2102-521.10-05	Salaries-Overtime	2,871	5,100	5,100
001-2102-521.10-06	Salaries-Part-Time	-	1,000	1,000
001-2102-521.20-01	Employer Paid Benefits	179,405	214,376	258,528
001-2102-521.31-01	Office & Operating Supply	6,683	8,100	8,100
001-2102-521.31-02	Small Tools & Equipment	33	1,100	1,100
001-2102-521.31-17	Supplies-Uniform Purchase	702	600	600
001-2102-521.41-01	Prof. Svc-Other	1,405	-	-
001-2102-521.42-01	Telecommunications	4,551	4,500	4,500
001-2102-521.43-02	Dues, Subscriptions, Publ	150	475	475
001-2102-521.45-02	IMS Rental	28,756	27,986	31,934
001-2102-521.48-01	Rep & Maint-Equipment	-	100	100
001-2102-521.49-02	Printing & Binding	5,253	4,000	4,000
001-2102-521.49-06	Maintenance Contracts	752	-	-
001-2102-521.49-30	Software Maintenance	-	1,700	1,700

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Police				
Records and Support Services-Continued				
001-2102-521.50-04	Contract-RMS System	160,092	160,092	263,661
Total Records and Support Services		857,926	960,117	1,238,464
Property Control				
001-2103-521.10-01	Salaries-Regular	130,437	150,751	138,023
001-2103-521.10-05	Salaries-Overtime	73	1,800	1,800
001-2103-521.20-01	Employer Paid Benefits	37,938	46,265	43,680
001-2103-521.31-01	Office & Operating Supply	3,404	2,975	2,975
001-2103-521.31-02	Small Tools & Equipment	864	375	375
001-2103-521.31-17	Supplies-Uniform Purchase	-	700	700
001-2103-521.41-01	Prof. Svc-Other	168	500	500
001-2103-521.45-02	IMS Rental	7,710	7,503	8,562
001-2103-521.49-02	Printing & Binding	-	125	125
001-2103-521.49-30	Software Maintenance	12,892	10,587	10,587
Total Property Control		193,486	221,581	207,327
Training				
001-2104-521.31-01	Office & Operating Supply	1,517	-	-
001-2104-521.31-02	Small Tools & Equipment	25	-	-
001-2104-521.31-17	Supplies-Uniform Purchase	2,277	-	-
001-2104-521.43-01	Transportation/Per Diem	30,232	40,000	40,000
001-2104-521.43-02	Dues, Subscriptions, Publ	47	450	450
001-2104-521.43-03	Registrations	58,644	74,800	74,800
001-2104-521.43-05	Memorial Fund-McMillen Sr	-	50	50
001-2104-521.49-05	Professional Development	33,224	62,566	62,566
001-2104-521.49-30	Software Maintenance	20,872	23,157	19,854
Total Training		146,838	201,023	197,720
Community Resource				
001-2105-521.10-01	Salaries-Regular	109,627	121,255	134,690
001-2105-521.10-05	Salaries-Overtime	15,879	12,398	12,398
001-2105-521.20-01	Employer Paid Benefits	33,845	34,826	39,786
001-2105-521.31-01	Office & Operating Supply	5,854	7,065	7,065
001-2105-521.31-10	Supplies-Multi-Housing	-	400	400
001-2105-521.31-17	Supplies-Uniform Purchase	117	400	400
001-2105-521.31-42	Community Events	276	7,500	10,000

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Police				
Community Resource-Continued				
001-2105-521.41-01	Prof. Svc-Other	435	100	100
001-2105-521.42-01	Telecommunications	2,515	3,100	3,100
001-2105-521.43-02	Dues, Subscriptions, Publ	145	100	100
001-2105-521.45-01	Equipment Rental	4,747	4,561	4,898
001-2105-521.48-01	Rep & Maint-Equipment	-	10	10
001-2105-521.49-02	Printing & Binding	3,514	4,500	4,500
001-2105-521.49-10	Uniform Contract/Cleaning	435	500	500
001-2105-521.49-11	Public Education	-	750	750
Total Community Resource		177,389	197,465	218,697
Investigation and Apprehension				
001-2106-521.10-01	Salaries-Regular	279,349	879,999	1,223,504
001-2106-521.10-05	Salaries-Overtime	82,428	47,150	47,150
001-2106-521.20-01	Employer Paid Benefits	65,545	227,187	281,428
001-2106-521.31-01	Office & Operating Supply	11,381	15,156	15,156
001-2106-521.31-02	Small Tools & Equipment	10,947	2,400	2,400
001-2106-521.31-17	Supplies-Uniform Purchase	609	1,500	1,500
001-2106-521.41-01	Prof. Svc-Other	1,951	1,000	6,000
001-2106-521.42-01	Telecommunications	10,179	9,508	9,508
001-2106-521.43-02	Dues, Subscriptions, Publ	-	33,300	33,300
001-2106-521.45-01	Equipment Rental	53,492	51,386	55,194
001-2106-521.45-02	IMS Rental	12,011	11,690	13,339
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	6,230	5,000	5,000
001-2106-521.49-30	Software Maintenance	-	3,203	3,203
Total Investigation and Apprehension		534,122	1,289,079	1,697,282
Protective Enforcement Patrol				
001-2107-521.10-01	Salaries-Regular	4,402,793	5,699,916	6,404,906
001-2107-521.10-05	Salaries-Overtime	706,582	542,175	542,175
001-2107-521.10-06	Salaries-Part-Time	14,121	10,593	10,593
001-2107-521.20-01	Employer Paid Benefits	1,262,516	1,473,825	1,594,746
001-2107-521.20-35	LEOFF2 Plan Contrib Add'l	6,470	-	-
001-2107-521.31-01	Office & Operating Supply	19,943	32,182	32,182
001-2107-521.31-02	Small Tools & Equipment	6,181	7,042	7,042

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Police				
Protective Enforcement Patrol-Continued				
001-2107-521.31-05	Firearms/Ammunition	37,711	55,000	55,000
001-2107-521.31-06	Supplies-Water Patrol	-	394	394
001-2107-521.31-07	Supplies-Tactical Team	20,733	10,000	10,000
001-2107-521.31-08	Supplies-K-9 Unit	102	-	-
001-2107-521.31-17	Supplies-Uniform Purchase	62,968	34,950	34,950
001-2107-521.31-33	Supplies-Tactical Vests	23,181	28,165	28,165
001-2107-521.31-35	Supplies-Replaced Equip	22,185	30,000	30,000
001-2107-521.31-37	Less Lethal Equipment	19,886	20,000	20,000
001-2107-521.41-01	Prof. Svc-Other	6,433	3,000	3,000
001-2107-521.42-01	Telecommunications	70,178	51,011	51,011
001-2107-521.43-02	Dues, Subscriptions, Publ	150	3,775	3,775
001-2107-521.45-01	Equipment Rental	663,496	637,360	684,593
001-2107-521.45-02	IMS Rental	632,383	615,445	702,278
001-2107-521.45-03	Copier Rental	12,800	18,900	18,900
001-2107-521.48-01	Rep & Maint-Equipment	5,960	8,000	8,000
001-2107-521.49-02	Printing & Binding	2,274	1,754	1,754
001-2107-521.49-06	Maintenance Contracts	1,031	-	-
001-2107-521.49-10	Uniform Contract/Cleaning	15,351	15,575	15,575
001-2107-521.49-30	Software Maintenance	13,161	12,045	12,045
001-2107-521.50-01	Range Rental	22,196	16,000	16,000
001-2107-591.21-01	Related to Leases	7,785	-	-
001-2107-592.21-01	Related to Leases	705	-	-
001-2107-594.66-01	Capital Leases	38,825	-	-
Total Protective Enforcement Patrol		8,098,100	9,327,107	10,287,084
Traffic				
001-2108-521.10-01	Salaries-Regular	111,813	124,642	138,536
001-2108-521.10-05	Salaries-Overtime	37,951	24,088	24,088
001-2108-521.20-01	Employer Paid Benefits	23,717	22,177	27,302
001-2108-521.31-01	Office & Operating Supply	461	1,450	1,450
001-2108-521.31-02	Small Tools & Equipment	252	500	500
001-2108-521.31-17	Supplies-Uniform Purchase	263	1,000	1,000
001-2108-521.42-01	Telecommunications	636	1,700	1,700
001-2108-521.43-02	Dues, Subscriptions, Publ	-	50	50
001-2108-521.45-01	Equipment Rental	56,587	54,358	58,387
001-2108-521.48-01	Rep & Maint-Equipment	-	1,200	1,200

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Police				
Traffic--Continued				
001-2108-521.49-10	Uniform Contract/Cleaning	654	688	688
Total Traffic		232,334	231,853	254,901
Volunteers				
001-2109-521.10-01	Salaries-Regular	4,068	-	42,548
001-2109-521.10-05	Salaries-Overtime	-	3,588	3,588
001-2109-521.20-01	Employer Paid Benefits	3,257	-	4,581
001-2109-521.31-01	Office & Operating Supply	1,304	750	750
001-2109-521.31-02	Small Tools & Equipment	-	125	125
001-2109-521.31-17	Supplies-Uniform Purchase	500	-	-
001-2109-521.31-18	Uniforms	1,456	2,525	2,525
001-2109-521.43-01	Transportation/Per Diem	90	400	400
001-2109-521.43-02	Dues, Subscriptions, Publ	-	750	750
001-2109-521.43-03	Registrations	-	1,070	1,070
001-2109-521.49-05	Professional Development	500	-	-
001-2109-521.49-10	Uniform Contract/Cleaning	261	750	750
001-2109-521.49-57	Lacey Resource Officers	3,035	2,500	2,500
Total Volunteers		14,471	12,458	59,587
Total Police		11,255,581	13,932,367	15,455,304



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PUBLIC WORKS ADMINISTRATION

The Public Works Administration plays a pivotal role in offering comprehensive administrative support across all divisions of Public Works. The Director of Public Works assumes a crucial responsibility in overseeing the efficient management of a diverse array of divisions, which include:

- Engineering Division
- Water Resources Division
- Operations Division
 1. Water Operations
 2. Wastewater Operations
 3. Street Maintenance
 4. Parks Maintenance
 5. Facility Maintenance
 6. Equipment Rental
- Utility & Transportation Capital Programs

The Public Works Administrative Services team is comprised of a Management Analyst, two Executive Assistants, two Department Assistant IIIs, and a Department Assistant III (2-year LTE). Together, they offer a wide range of services:

- Processing and routing of contracts and agreements, ensuring that all necessary documents are completed accurately and efficiently.
- Manages the collection of various permit fees as well as the permit issuance for utility connections, traffic mitigation, right-of-way, etc.
- Providing customer service at the front counter in-person, over the phone, and through email; offering guidance and support to residents and stakeholders with their inquiries and needs.
- Organizes and maintains files related to Public Works and Development projects.
- Coordinates all interdepartmental efforts: Consisting of managing the annual operating budgets, overseeing payroll, and handling purchasing activities.
- Special projects and research.

BUDGET SUMMARY

The 2024 budget for Public Works Administration is **\$149,448**.

2024 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	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Public Works Support Services				
General Services				
001-3101-532.10-01	Salaries-Regular	48,620	62,439	58,427
001-3101-532.10-05	Salaries-Overtime	40	200	200
001-3101-532.20-01	Employer Paid Benefits	14,840	22,504	20,630
001-3101-532.31-01	Office & Operating Supply	4,896	9,850	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	746	4,000	4,000
001-3101-532.43-01	Transportation/Per Diem	547	1,200	1,200
001-3101-532.43-02	Dues, Subscriptions, Publ	3,679	5,700	5,700
001-3101-532.43-03	Registrations	840	1,000	1,000
001-3101-532.45-01	Equipment Rental	20,980	16,733	12,806
001-3101-532.45-02	IMS Rental	25,662	27,750	31,374
001-3101-532.48-02	Rep & Maint-Equip Non-Pwr	-	300	300
001-3101-532.49-02	Printing & Binding	384	2,000	2,000
Total Public Works Support Services		121,234	155,637	149,448

PUBLIC WORKS-ENGINEERING

The Engineering Division is made up of 29 FTE's. The City Engineer oversees the transportation, survey, design/construction management, and development review sections of the Public Works Department.

The transportation section is responsible for planning and design of the City's street network which includes roadway geometry, roundabouts, traffic signals, signing, channelization, traffic complaints, speed studies, traffic calming, and street lighting. This section also conducts and reviews Traffic Impact Analyses, administering the Traffic Mitigation Program, and reviewing development proposals for transportation issues.

The design and construction section is responsible for design of various parks, facility, paving and utility projects, pavement management (pavement condition inspections), and all inspection services for city funded construction projects. Engineering costs for these activities are charged to the utility or project for which the service is provided.

The survey section provides surveying and mapping services. Responsibilities include maintaining a horizontal and vertical control network, providing survey services for design, construction and as-builts of City of Lacey construction projects, property boundary surveys, developing and maintaining accurate maps of utilities installed, and producing descriptions for easements, rights-of-way, and other land transactions involving the city.

The development review section reviews development proposals and inspects private construction of public facilities such as water, sewer, storm, roadways, street lighting, and landscaping to ensure safety and city standards are incorporated into the construction of the project. 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:

1. General Services
2. Transportation Engineering
3. Water Utility Engineering
4. Wastewater Utility Engineering
5. Stormwater Utility Engineering
6. Project Engineering

The total 2024 budget for Public Works Engineering is **\$5,389,924**. Some operating costs are recovered through the assessment of plan fees and charges to utilities or projects.

2024 PROGRAMS, GOALS AND PRIORITIES

- Provide capital project management support for all departments in the City
- Maintain compliance with all bidding requirements
- Public outreach and construction notifications
- Responding to stakeholder questions, complaints, and concerns.
- Continue to monitor and improve the City traffic signal system
- Provide timely responses to traffic complaints
- Pavement Management Program
- Maintain Development Guidelines
- Maintain timely plan review
- Work with contractors to ensure compliance with City standards
- Providing survey services during design and construction for City projects
- Developing and maintaining accurate maps of City utilities

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Public Works Engineering Division				
General Services				
001-3201-532.10-01	Salaries-Regular	725,900	1,236,469	1,130,332
001-3201-532.10-05	Salaries-Overtime	5,919	3,000	3,000
001-3201-532.10-06	Salaries-Part-Time	488	-	-
001-3201-532.20-01	Employer Paid Benefits	283,294	443,127	426,162
001-3201-532.31-01	Office & Operating Supply	14,904	15,000	15,000
001-3201-532.31-02	Small Tools & Equipment	5,047	4,000	5,000
001-3201-532.31-17	Supplies-Uniform Purchase	4,192	3,000	4,950
001-3201-532.31-27	Software Upgrade	1,750	2,174	20,000
001-3201-532.41-01	Prof. Svc-Other	6,356	1,600	2,800
001-3201-532.42-01	Telecommunications	16,990	17,340	21,950
001-3201-532.43-01	Transportation/Per Diem	1,547	5,000	5,925
001-3201-532.43-02	Dues, Subscriptions, Publ	4,794	9,400	10,300
001-3201-532.43-03	Registrations	7,299	7,020	8,000
001-3201-532.44-01	Adv/Full-Time Position	-	-	800
001-3201-532.45-01	Equipment Rental	134,476	124,502	133,941
001-3201-532.45-02	IMS Rental	129,870	155,451	206,862
001-3201-532.45-08	Lease Miscellaneous	8,127	7,720	8,000
001-3201-532.48-02	Rep & Maint-Equip Non-Pwr	-	1,020	-
001-3201-532.49-03	Recording Fees	27,197	35,000	35,000
001-3201-532.49-05	Professional Development	115	11,740	17,000
001-3201-532.49-06	Maintenance Contracts	6,376	5,698	6,400
001-3201-532.49-10	Uniform Contract/Cleaning	-	200	-
001-3201-532.49-30	Software Maintenance	61,212	60,500	110,446
Total General Services		1,445,853	2,148,961	2,171,868
Transportation Engineering				
001-3202-532.10-01	Salaries-Regular	453,050	533,748	588,098
001-3202-532.10-05	Salaries-Overtime	147	3,000	3,000
001-3202-532.10-06	Salaries-Part-Time	3,844	9,953	9,953
001-3202-532.20-01	Employer Paid Benefits	173,189	210,039	220,924
001-3202-532.31-01	Office & Operating Supply	17	2,300	200
001-3202-532.31-02	Small Tools & Equipment	-	300	300
001-3202-532.31-03	Traffic Counting Supplies	-	1,010	3,000
001-3202-532.31-17	Supplies-Uniform Purchase	-	75	250
001-3202-532.41-02	Prof. Svc-Engineering	3,080	500	500
001-3202-532.43-01	Transportation/Per Diem	-	250	3,400

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Public Works Engineering Division				
Transportation Engineering-Continued				
001-3202-532.43-02	Dues, Subscriptions, Publ	1,991	2,150	3,000
001-3202-532.43-03	Registrations	2,498	2,500	4,600
001-3202-532.45-01	Equipment Rental	6,835	6,327	6,808
001-3202-532.49-02	Printing & Binding	-	180	-
Total Transportation Engineering		644,651	772,332	844,033
Water Utility Engineering				
001-3203-532.10-01	Salaries-Regular	199,818	198,940	254,547
001-3203-532.10-05	Salaries-Overtime	204	8,000	8,000
001-3203-532.20-01	Employer Paid Benefits	84,695	100,754	109,099
Total Water Utility Engineering		284,717	307,694	371,646
Wastewater Utility Engineering				
001-3204-532.10-01	Salaries-Regular	216,746	132,449	218,557
001-3204-532.10-05	Salaries-Overtime	204	10,000	10,000
001-3204-532.20-01	Employer Paid Benefits	94,503	68,708	94,767
Total Wastewater Utility Engineering		311,453	211,157	323,324
Stormwater Utility Engineering				
001-3205-532.10-01	Salaries-Regular	114,664	70,016	116,295
001-3205-532.10-05	Salaries-Overtime	556	2,000	2,000
001-3205-532.20-01	Employer Paid Benefits	51,769	31,032	49,501
Total Stormwater Utility Engineering		166,989	103,048	167,796
Project Engineering				
001-3206-532.10-01	Salaries-Regular	812,866	898,591	1,019,238
001-3206-532.10-05	Salaries-Overtime	25,407	10,000	10,000
001-3206-532.20-01	Employer Paid Benefits	355,989	466,601	482,019
Total Project Engineering		1,194,262	1,375,192	1,511,257
Total Public Works Engineering Division		4,047,925	4,918,384	5,389,924



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PUBLIC WORKS-PARKS MAINTENANCE

The Public Works Parks Maintenance Division maintains the grounds of all City-owned and operated parks, buildings, water/wastewater facilities, open space, roundabouts, planter strips, and green belts. This includes over 1,200 acres of park land, 19 athletic fields, 23 courts, 1 skate park, 52 single stall restrooms, 12 picnic shelters, 30 play toy structures, 72 water/wastewater sites, and 34.7 miles of right-of-way containing 4,559 street trees, 20.6 acres of turf strips and 25.76 acres of ornamental landscapes.

The work performed by the Parks Maintenance Division includes routine and preventative maintenance, as well as repairs, emergency responses and special projects. Staff performs janitorial services, turf and grounds maintenance, hazard tree removal and urban forest management, integrated pest management, graffiti/vandalism mitigation, 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:

1. General Services
2. Utilities/Right-of-Way
3. Buildings/Structures/Grounds - Parks
4. Rainier Vista Park Operations

The total 2024 Budget for Parks, Grounds, and Facilities Maintenance is **\$4,133,524**. This includes staffing of 17 full-time equivalents, (not including 4 FTEs funded by the Regional Athletic Complex) and up to 16 temporary six-month employees. Temporary seasonal laborers help to meet the increased demands created by warm weather and additional park activity. Parks Maintenance Operations are supported by the revenues from the General Fund and Utility Tax receipts dedicated to parks maintenance.

2024 PROGRAMS, GOALS AND PRIORITIES

- Continue to develop innovative maintenance techniques to maximize efficiency
- Maintain current service levels
- Implement comprehensive maintenance program for Greg Cuoio Park
- Staff and deploy a Rapid Response Team to assist Lacey PD in homeless-related issues

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Public Works Parks Maintenance Division				
General Services				
001-3301-576.10-01	Salaries-Regular	377,271	330,036	373,650
001-3301-576.10-05	Salaries-Overtime	4,376	3,000	4,500
001-3301-576.10-06	Salaries-Part-Time	20,855	56,492	56,492
001-3301-576.20-01	Employer Paid Benefits	173,132	128,006	147,476
001-3301-576.20-03	Unemployment Compensation	(1,204)	25,500	25,500
001-3301-576.31-01	Office & Operating Supply	18,736	10,645	10,645
001-3301-576.31-02	Small Tools & Equipment	939	-	-
001-3301-576.31-17	Supplies-Uniform Purchase	9,927	8,385	8,385
001-3301-576.31-23	Office & Operating-Bldg	189	-	-
001-3301-576.31-27	Software Upgrade	-	-	24,000
001-3301-576.31-35	Replaced Equip	3,297	15,000	15,000
001-3301-576.41-01	Prof. Svc-Other	2,381	740	95,740
001-3301-576.42-01	Telecommunications	2,246	3,000	3,000
001-3301-576.43-01	Transportation/Per Diem	-	12,843	12,843
001-3301-576.43-02	Dues, Subscriptions, Publ	150	915	915
001-3301-576.43-03	Registrations	5,227	6,242	6,242
001-3301-576.45-01	Equipment Rental	24,468	26,511	29,048
001-3301-576.45-02	IMS Rental	25,900	26,343	57,062
001-3301-576.45-03	Copier Rentals	1,290	1,425	1,425
001-3301-576.46-02	Insurance-Fire/Property	1,360	1,243	4,715
001-3301-576.47-01	Utility-Electric	4,736	7,146	7,146
001-3301-576.47-02	Utility-City of Lacey	47	2,824	2,824
001-3301-576.47-03	Utility-Natural Gas	8,126	7,869	7,869
001-3301-576.47-07	Utility-Solid Waste	5,793	4,900	19,900
001-3301-576.48-01	Rep & Maint-Equipment	873	1,580	1,580
001-3301-576.48-03	Rep & Maint-Facilities	2,633	21,000	-
001-3301-576.49-06	Maintenance Contracts	2,353	2,909	2,909
001-3301-576.49-10	Uniform Contract/Cleaning	-	300	300
001-3301-576.49-23	Custodial	6,842	8,753	8,753
001-3301-576.49-25	Assessments/Taxes	16	181	181
001-3301-576.49-28	Misc - Disposal Fees	49	-	-
001-3301-576.49-35	CDL-Physicals/Licenses	1,451	958	958
001-3301-576.60-01	Capital Outlays-Equipment	9,955	-	-
Total General Services		713,414	714,746	929,058

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Public Works Parks Maintenance Division				
Utilities/Right of Way				
001-3302-576.10-01	Salaries-Regular	212,493	298,544	330,015
001-3302-576.10-05	Salaries-Overtime	495	3,100	3,100
001-3302-576.10-06	Salaries-Part-Time	51,095	105,620	60,620
001-3302-576.20-01	Employer Paid Benefits	118,152	155,934	162,472
001-3302-576.31-01	Office & Operating Supply	34,994	43,750	43,750
001-3302-576.31-02	Small Tools & Equipment	3,084	1,675	4,175
001-3302-576.41-01	Prof. Svc-Other	3,157	5,468	5,468
001-3302-576.42-01	Telecommunications	5,166	3,250	3,250
001-3302-576.45-01	Equipment Rental	63,747	69,071	75,684
001-3302-576.45-05	Rentals-Other	8,088	8,000	8,000
001-3302-576.47-01	Utility-Electric	1,061	1,300	1,300
001-3302-576.47-02	Utility-City of Lacey	105,230	120,000	120,000
001-3302-576.47-07	Utility-Solid Waste	-	20,000	20,000
001-3302-576.48-01	Rep & Maint-Equipment	101	2,617	2,617
001-3302-576.48-15	Rep & Maint-Grounds	-	1,350	1,350
Total Utilities/Right of Way		606,863	839,679	841,801
Building/Structures/Grounds				
001-3303-576.10-01	Salaries-Regular	550,628	564,458	637,987
001-3303-576.10-05	Salaries-Overtime	5,761	3,500	3,500
001-3303-576.10-06	Salaries-Part-Time	115,044	115,270	160,270
001-3303-576.20-01	Employer Paid Benefits	287,079	275,055	298,400
001-3303-576.31-01	Office & Operating Supply	80,038	241,296	236,085
001-3303-576.31-02	Small Tools & Equipment	4,492	5,323	2,823
001-3303-576.31-29	Supplies-Ground Maint	11,775	12,000	12,000
001-3303-576.34-01	Fuel	11,868	4,238	4,238
001-3303-576.41-01	Prof. Svc-Other	55,629	64,857	64,857
001-3303-576.42-01	Telecommunications	3,779	2,000	2,000
001-3303-576.43-03	Registrations	210	-	-
001-3303-576.45-01	Equipment Rental	213,644	231,489	253,650
001-3303-576.45-05	Rentals-Other	11,545	6,300	6,300
001-3303-576.46-02	Insurance-Fire/Property	10,277	7,091	18,360
001-3303-576.47-01	Utility-Electric	13,030	14,000	14,000
001-3303-576.47-02	Utility-City of Lacey	136,369	125,000	125,000
001-3303-576.47-07	Utility-Solid Waste	-	5,000	5,000
001-3303-576.48-01	Rep & Maint-Equipment	-	4,000	1,000

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Public Works Parks Maintenance Division				
Building/Structures/Grounds-Continued				
001-3303-576.48-03	Rep & Maint-Facilities	1,345	512	-
001-3303-576.49-28	Misc - Disposal Fees	115	-	-
Total Building/Structures/Grounds		1,512,628	1,681,389	1,845,470
Rainier Vista Park				
001-3304-576.10-01	Salaries-Regular	82,353	115,791	115,527
001-3304-576.10-05	Salaries-Overtime	3,275	2,000	2,000
001-3304-576.10-06	Salaries-Part-Time	70,429	67,351	67,351
001-3304-576.20-01	Employer Paid Benefits	46,463	51,529	52,562
001-3304-576.20-03	Unemployment Compensation	2,593	-	-
001-3304-576.31-01	Office & Operating Supply	43,025	45,310	45,310
001-3304-576.31-02	Small Tools & Equipment	-	1,350	1,350
001-3304-576.34-02	Diesel	17,895	14,000	14,000
001-3304-576.41-01	Prof. Svc-Other	1,397	14,596	14,596
001-3304-576.42-01	Telecommunications	3,376	3,500	3,500
001-3304-576.45-01	Equipment Rental	82,910	92,115	71,857
001-3304-576.45-02	IMS Rental	5,721	5,713	6,260
001-3304-576.45-05	Rentals-Other	-	1,500	1,500
001-3304-576.46-02	Insurance-Fire/Property	2,984	2,729	5,702
001-3304-576.47-01	Utility-Electric	6,194	6,500	6,500
001-3304-576.47-02	Utility-City of Lacey	57,563	80,000	80,000
001-3304-576.47-07	Utility-Solid Waste	7,874	5,700	5,700
001-3304-576.48-01	Rep & Maint-Equipment	-	950	950
001-3304-576.48-03	Rep & Maint-Facilities	-	450	450
001-3304-576.49-23	Custodial	-	240	240
Total Rainier Vista Park		434,052	511,324	495,355
Regional Athletic Complex				
001-3305-576.10-06	Salaries-Part-Time	-	21,840	21,840
Total Regional Athletic Complex		-	21,840	21,840
Total Public Works Parks Maintenance Division		3,266,957	3,768,978	4,133,524

PUBLIC WORKS-FACILITIES MAINTENANCE

The Public Works Facilities Maintenance Division is responsible for the maintenance of over 280,000 square feet of buildings, including City Hall, Lacey Timberland Library, Lacey Museum, Lacey Depot Amenity, Maintenance Service Center, Equipment Rental, Jacob Smith House, Community Center, Senior Center, Sprout property, Lacey Childcare Center, and Animal Services. Support is also provided to the Water and Wastewater divisions on an as-needed basis, with over 74 water/wastewater facilities. Facilities Maintenance also assists the Parks division by maintaining 15 picnic shelters, 13 bathroom buildings, and 5 maintenance shops located throughout the parks system.

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 2024 budget is **\$1,168,554**. The department is staffed by a Facilities Maintenance Supervisor, and three Journey Level Maintenance Technicians.

2024 PROGRAMS, GOALS AND PRIORITIES

- Continue to emphasize and provide quick work order response times to our customers
- Streamline work order flows and preventative maintenance with new management software
- Reduce amount of City expenditures on contracted HVAC maintenance
- Replace or install gutters on seven city buildings
- Upgrade Lacey Timberland Library lighting to LED
- Replace aging 20-ton heat pump at the Lacey Library
- Replace flooring in Virgil Clarkson Senior Center and Lacey Community Center
- Employ first EV (Transit van) for department

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Public Works Facilities Maintenance Division				
Facilities Maintenance				
001-3601-519.10-01	Salaries-Regular	242,843	329,351	383,044
001-3601-519.10-05	Salaries-Overtime	1,089	1,000	1,000
001-3601-519.20-01	Employer Paid Benefits	139,057	190,281	201,626
001-3601-519.20-03	Unemployment Compensation	-	600	600
001-3601-519.31-01	Office & Operating Supply	7,115	10,000	10,000
001-3601-519.31-02	Small Tools & Equipment	321	2,500	2,500
001-3601-519.31-17	Supplies-Uniform Purchase	1,585	1,500	1,500
001-3601-519.31-23	Supplies-Building Maint.	19,956	28,000	28,000
001-3601-519.31-24	Small Tools & Equip-Grnds	83	400	-
001-3601-519.31-29	Supplies-Grounds Maint.	3,974	3,930	930
001-3601-519.41-01	Prof. Svc-Other	-	49,380	-
001-3601-519.41-31	Prof. Svc-Building Maint.	886	34,128	6,870
001-3601-519.41-39	Prof. Svc-Tree Evaluation	-	585	585
001-3601-519.42-01	Telecommunications	3,491	1,750	1,750
001-3601-519.43-01	Transportation/Per Diem	735	1,400	1,400
001-3601-519.43-02	Dues, Subscriptions, Publ	75	-	-
001-3601-519.43-03	Registrations	-	1,595	1,595
001-3601-519.45-01	Equipment Rental	5,816	5,494	15,642
001-3601-519.45-02	IMS Rental	7,715	8,683	19,374
001-3601-519.48-03	Rep & Maint-Facilities	82,471	286,000	206,000
001-3601-519.48-10	Rep & Maint-Equip-Grnds	-	38,425	-
001-3601-519.49-06	Maintenance Contracts	40,226	40,610	40,610
001-3601-519.49-10	Uniform Contract/Cleaning	-	950	950
001-3601-519.49-23	Custodial	122,997	106,920	106,920
001-3601-572.31-23	Supplies-Building Maint.	7,857	57,885	5,385
001-3601-572.31-24	Small Tools & Equip-Grnds	487	503	-
001-3601-572.31-29	Supplies-Grounds Maint.	2,099	2,184	1,184
001-3601-572.41-01	Prof. Svc-Other	38,104	3,420	3,420
001-3601-572.41-31	Prof. Svc-Building Maint.	-	12,964	12,964
001-3601-572.48-03	Rep & Maint-Facilities	40,736	61,521	61,521
001-3601-572.48-10	Rep & Maint-Equip-Grnds	-	130	130
001-3601-572.49-06	Maintenance Contracts	22,926	22,220	22,220
001-3601-572.49-23	Custodial	38,837	30,348	30,348
001-3601-576.46-02	Insurance-Fire/Property	-	-	486
Total Public Works Facilities Maintenance		831,481	1,334,657	1,168,554

COMMUNITY AND ECONOMIC DEVELOPMENT

The Department of Community and Economic Development is responsible for land use planning and implementation of plans, developing and implementing economic strategies, construction code compliance services, housing and homeless response strategies, and climate action planning initiatives. The Department's mission is to help the community shape its vision and then implement that vision by ensuring the highest quality of development and construction, enable 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, Long-Range Planning, Current Planning, and Economic Development. The Department also provides support services to the Hearings Examiner and Planning Commission. Department services are provided by 21 full-time employee positions.

The Building and Code Enforcement Team assures compliance with construction, fire safety, electrical, mechanical, and plumbing codes. This team also coordinates with other City departments to assure that land use, environmental, construction, stormwater, property management, housing, and grading regulations are met.

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

The Long-Range Planning team, in conjunction with the Planning Commission, the City Council, and City Administration, develops and administers long-range plans to achieve the growth and development goals of the City under the State Growth Management Act and implements the City's housing and climate action initiatives. This team is responsible for administering public outreach efforts as required by the Growth Management Act and part of Lacey's culture of inclusion. Long-Range 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's Plan's and development regulations need constant analysis in order to be kept up-to-date.

Current Planning staff coordinates the review of land use applications and related development permits to ensure compliance with federal, state, and City guidelines and regulations. The team ensures that internal and external stakeholders have an opportunity to review development projects, and that public comments are heard and included in decisions, when supported by City policy. A strong connection between development and the City's economic development policies require that the Current Planning team closely monitor the relationship between development permits and economic growth.

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

As the majority of the City's undeveloped available land supply has been developed, residential permitting activity continues to transition from predominately single family to high-density multifamily. This activity is expected to continue for the foreseeable future with nearly 2000 multifamily residential units in the development pipeline. Additionally, industrial activity over the past eight years has consumed much of the City's remaining available land base that could accommodate large-footprint warehousing. Industrial permitting is expected to remain the same in permit volume but be in the form of smaller industrial spaces. Commercial and retail permitting activity is expected to remain consistent with activity in 2023. Commercial expansion will be driven by market dynamics and property owner investments. Overall, the Department anticipates 2024 permitting activity to remain steady and consistent. Based on a growing population, service demands will continue to increase overall in response to citizen inquiries, interest, engagement, and response to policy initiatives and project applications and development.

In addition to policy and permitting, Department staff frequently manage strategic implementation projects at the direction of the City Manager and Council for specific City initiatives. The Department will have a strong focus on implementation

in 2024. Key project priorities include the continuing implementation of the Thurston Regional Climate Action Plan, Urban Forestry Plan and Lacey Housing Action Plan adopted in 2021. Continued implementation of the Woodland District Strategic Plan, Midtown Branding program, the Depot District Sub-Area Plan, and the recommendations of the community workgroup on homelessness. The Department will also be coordinating housing actions related to the Regional Housing Council's work and Washington State's right-of-way initiative.

The Long-Range planning work program will add planning, preparation, and public outreach for the 2025 Comprehensive Plan update.

Key economic development priorities will be focused on business retention, expansion and support programs, workforce development, cultivating entrepreneurs and the recruitment of employers, and expansion of commercial, retail, and entertainment.

BUDGET SUMMARY

The 2024 budget for Community and Economic Development is **\$4,697,477**. The Department has generally been able to fund a majority of expenses from permit and fee revenues assessed for City services.

2024 PROGRAMS, GOALS AND PRIORITIES

- Continue to implement the recommended strategies identified in the Woodland District Strategic Plan
- Implement the City's Housing Action Plan
- Work with property owners to develop partnerships and identify strategies and resources to implement the community vision for the Hawks Prairie Business District
- Work with partner jurisdictions and represent the City in the development of the Martin Way Corridor Plan
- Implement the Woodland District Branding Strategy
- Continue to implement the vision of the Depot Sub-area plan through City initiated projects such as food truck courts, pop up market, etc.
- Promote and implement the City's accessory dwelling unit program
- Coordinate and facilitate the Lacey Community Workgroup on Homelessness and implement homeless response measures recommended by the workgroup and adopted by the City Council
- Provide staff support to the Regional Housing Council (RHC) and participate in the technical staff committee to develop recommendations and implement measures approved by the RHC
- Develop and manage the City's climate action implementation strategy
- Maintain ongoing monitoring of the comprehensive plan and amend as necessary through annual process, and monitor success of regulatory reform efforts. Continue economic development efforts, especially as related industrial and retail recruitment, business retention and timely development permit processing
- Update and Implement the Economic Development Plan and economic development strategies to create jobs and revenue to serve the Lacey community
- Continue to work with local partners to implement fundraising and promotion strategies to manage and grow Lacey MakerSpace to be a community and economic asset located on the Saint Martin's University Campus
- Represent the City on the Lacey MakerSpace Board
- Coordinate with the Thurston Economic Development Council on the development of a County-wide Comprehensive Economic Development Strategy (CEDS)
- Develop partnerships to enhance existing and develop new workforce training programs to grow the local labor pool and ensure they can meet the workforce needs of today and the future
- Manage and implement the City's business, retention and expansion program
- Complete the State-required updates to housing related rules and regulations and conduct the update to the Comprehensive Plan by June 30, 2025
- Coordinate, conduct and provide fire services, inspection and education
- Maintain customer service levels and efficiencies through training programs
- Maintain timely plan review and inspection level of service
- Work with property owners to maintain code compliance and property maintenance standards
- Manage and promote the City's multi-family registration program
- Implement and maintain new permit tracking system
- Maintain Department's standards for building and land use permit and customer response level of service

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Community and Economic Development				
General Services				
001-3701-558.10-01	Salaries-Regular	921,129	1,255,478	1,285,511
001-3701-558.10-05	Salaries-Overtime	1,065	5,000	5,000
001-3701-558.20-01	Employer Paid Benefits	324,882	498,272	458,174
001-3701-558.31-01	Office & Operating Supply	3,976	7,188	7,188
001-3701-558.31-02	Small Tools & Equipment	2,692	2,700	2,700
001-3701-558.41-01	Prof. Svc-Other	5,653	32,000	32,000
001-3701-558.41-12	Special Needs Interpreter	-	500	500
001-3701-558.41-24	Tree Protection Specialist	27,090	40,000	40,000
001-3701-558.42-01	Communications-Telephone	831	1,210	1,210
001-3701-558.43-01	Transportation/Per Diem	7,692	29,075	29,075
001-3701-558.43-02	Dues, Subscriptions, Publ	9,224	4,875	4,875
001-3701-558.43-03	Registrations	4,868	14,650	14,650
001-3701-558.44-05	Adv/Public Hearings	10,475	14,000	14,000
001-3701-558.45-02	IMS Rental	180,903	179,375	195,258
001-3701-558.49-02	Printing & Binding	-	6,000	6,000
001-3701-558.49-06	Maintenance Contracts	957	500	500
001-3701-558.49-20	Special Projects	280,240	657,294	385,000
001-3701-558.49-27	Bad Debt Expense	1,487	-	-
001-3701-558.49-30	Software Maintenance	1,037	-	-
001-3701-558.49-63	Programs & Outreach	-	10,000	10,000
001-3701-558.70-00	Economic Development	328,800	740,000	500,000
Total General Services		2,113,001	3,498,117	2,991,641
Building Codes				
001-3702-524.10-01	Salaries-Regular	798,398	862,309	1,050,923
001-3702-524.10-05	Salaries-Overtime	1,693	13,000	13,000
001-3702-524.10-06	Salaries-Part-Time	1,335	6,200	6,200
001-3702-524.20-01	Employer Paid Benefits	309,441	351,970	404,853
001-3702-524.31-01	Office & Operating Supply	10,384	26,000	26,000
001-3702-524.31-02	Small Tools	2,341	-	-
001-3702-524.41-01	Prof. Svc-Other	29,779	55,000	55,000
001-3702-524.41-35	Prof Svc-Hazard Abatement	-	5,000	5,000
001-3702-524.42-01	Telecommunications	9,159	10,000	10,000
001-3702-524.43-01	Transportation/Per Diem	1,425	5,714	5,714
001-3702-524.43-02	Dues, Subscriptions, Publ	1,042	13,389	13,389

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Community and Economic Development				
Building Codes-Continued				
001-3702-524.43-03	Registrations	1,988	5,143	5,143
001-3702-524.45-01	Equipment Rental	24,329	40,971	48,663
001-3702-524.47-07	Utility-Solid Waste	415	-	-
001-3702-524.49-02	Printing & Binding	-	800	800
Total Building Codes		1,191,729	1,395,496	1,644,685
Hearings Examiner				
001-3703-558.10-01	Salaries-Regular	56,890	62,541	16,997
001-3703-558.10-05	Salaries-Overtime	-	500	500
001-3703-558.20-01	Employer Paid Benefits	20,385	23,829	3,654
001-3703-558.31-01	Office & Operating Supply	-	2,500	2,500
001-3703-558.41-10	Prof/Hearings Examiner	49,010	36,000	36,000
001-3703-558.44-05	Adv/Public Hearings	-	1,500	1,500
Total Hearings Examiner		126,285	126,870	61,151
Total Community and Economic Development		3,431,015	5,020,483	4,697,477

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 14 FTEs.

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 also provides 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 2024. 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 **\$2,237,550**.

2024 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	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Public Works Water Resources Division				
General Services				
001-3801-532.10-01	Salaries-Regular	294,675	317,488	408,272
001-3801-532.10-05	Salaries-Overtime	1,039	-	-
001-3801-532.10-06	Salaries-Part-Time	171	-	-
001-3801-532.20-01	Employer Paid Benefits	104,705	122,251	127,442
001-3801-532.31-01	Office & Operating Supply	1,687	9,350	9,350
001-3801-532.31-02	Small Tools & Equipment	1,181	5,000	5,000
001-3801-532.31-17	Supplies-Uniform Purchase	1,635	750	750
001-3801-532.41-01	Prof. Svc-Other	-	1,500	1,500
001-3801-532.42-01	Telecommunications	5,112	4,250	11,750
001-3801-532.42-02	Communications-Postage	-	500	500
001-3801-532.43-01	Transportation/Per Diem	-	5,000	5,000
001-3801-532.43-02	Dues, Subscriptions, Publ	3,125	5,850	5,850
001-3801-532.43-03	Registrations	6,515	22,830	22,830
001-3801-532.45-01	Equipment Rental	10,450	11,818	10,421
001-3801-532.45-02	IMS Rental	65,013	68,802	66,226
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	24,863	36,750	36,750
001-3801-532.49-35	CDL-Physicals/Licenses	116	-	-
Total General Services		520,287	613,289	712,791
Water Utility				
001-3803-532.10-01	Salaries-Regular	186,196	306,708	321,412
001-3803-532.10-05	Salaries-Overtime	170	5,200	5,200
001-3803-532.10-06	Salaries-Part-Time	11,025	20,580	20,580
001-3803-532.20-01	Employer Paid Benefits	78,813	134,950	119,592
Total Water Utility		276,204	467,438	466,784
Wastewater Utility				
001-3804-532.10-01	Salaries-Regular	37,515	91,600	82,690
001-3804-532.10-05	Salaries-Overtime	76	500	500
001-3804-532.10-06	Salaries-Part-Time	343	7,500	7,500
001-3804-532.20-01	Employer Paid Benefits	14,619	40,372	30,116
Total Wastewater Utility		52,553	139,972	120,806

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Public Works Water Resources Division				
Stormwater Utility				
001-3805-532.10-01	Salaries-Regular	173,155	283,172	323,352
001-3805-532.10-05	Salaries-Overtime	3,696	3,000	3,000
001-3805-532.10-06	Salaries-Part-Time	686	9,500	9,500
001-3805-532.20-01	Employer Paid Benefits	65,927	109,339	94,838
Total Stormwater Utility		243,464	405,011	430,690
Water Resources Projects				
001-3806-532.10-01	Salaries-Regular	220,133	372,815	369,348
001-3806-532.10-05	Salaries-Overtime	16,669	500	500
001-3806-532.10-06	Salaries-Part-Time	-	7,500	7,500
001-3806-532.20-01	Employer Paid Benefits	81,327	158,593	129,131
Total Water Resources Projects		318,129	539,408	506,479
Total Public Works Water Resources Division		1,410,637	2,165,118	2,237,550



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PARKS AND RECREATION

The City of Lacey Parks, Culture and Recreation Department (LPCR) creates exceptional events, experiences and environments that delight, educate and inspire the human spirit, connect people to each other and the past, and build a strong, healthy community. LPCR does this by enhancing the community with parks, trails, open space and natural habitat areas, and providing Lacey's residents with the best possible recreational opportunities through its facilities, services, and programs. LPCR plans City parks, trails, open space, and natural habitat areas to meet current and future community needs. Full-time department staff include the Director, one Recreation Manager, one Executive Assistant, two Department Assistants, one Senior Parks Planner, five Recreation Supervisors, four Recreation Coordinators, one Recreation Assistant, one Museum Curator, one Museum Coordinator, and .5 of the FTE Park Aide at the Regional Athletic Complex. In addition, there are many seasonal and part-time employees..

BUDGET SUMMARY

The Parks, Culture and Recreation Department budget is organized into ten programs:

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

The total 2024 budget for Parks, Culture and Recreation is **\$3,473,038**. The direct cost of most recreation programs and classes is typically recovered through user fees with the exception of some special events, and the Summer Playground Pals Program.

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 for South Sound, which provides a broad range of programs at the Virgil S. Clarkson Senior Center

2024 PROGRAMS, GOALS AND PRIORITIES

- **General Services:** Continue to develop performance measures for the department, further develop the department's leadership team, and plan ahead for Recreation & Conservation Office grant opportunities for the next cycle. Consider changes to the department based on community expressed needs and the increased challenges of hiring and retaining part time staff, particularly in aquatics. Enhance community engagement in all programs and activities.
- **Youth/Teens:** Continue the community and grant-supported summer playground program, pursue increased volunteer solicitation, and pursue preschool programs. Continue to add programs at JSH and LCC. Bring back ACT Nights, post COVID-19.
- **Recreation Administration:** Track the data of program participation and make necessary changes based on those metrics. Explore marketing opportunities based on the metrics, and with a focus of meeting people where they are while considering limited access to computers and social media.
- **Aquatics:** Explore ways to recruit and retain staff due to local and national shortage, and keep swim lessons available for the community. Continue making improvements to the Long Lake Park swim area and start the planning effort to incorporate the new adjacent property.
- **Physical Activities/Sports/Fitness:** Increase youth and adult participation by offering new and additional classes/program/leagues. Continue to develop a reporting structure for Sports Commission happenings and ZIP code tracking for athletic events.

- Cultural Arts and Events: Transition this program area to the title of Community Recreation, providing many different special interest and recreation opportunities to all ages, including cultural arts opportunities. Audit program offerings to meet community needs and interests.
- Outdoor Activities: Offer new outdoor programs targeted to seniors, families, and teens.
- Special Events/Activities: Expand visibility with more advertising; enhance year-round special events with new activities and features to attract more participants. Oversee and expand the Sponsorship Program and the department's Marketing. Oversee department Grand Opening events.
- Museum Operations: Continue inventory and entry of the museum collection into the database, and engage in grant opportunities when applicable. Work in cooperation with the Historical Commission to further develop programming and planning for the New Museum and Cultural Center project. Continue to refine the new museum strategic plan which includes a funding strategy. Develop a new exhibit and continue to introduce new educational programming at the current museum.
- Volunteer Program: Continue to grow the LPCR volunteer program. Foster strong collaboration with community partners and coordinate work parties. Cross promote volunteer opportunities with department volunteers. Oversee annual volunteer appreciation.

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Parks and Recreation				
General Services				
001-7401-574.10-01	Salaries-Regular	237,271	399,144	446,509
001-7401-574.20-01	Employer Paid Benefits	66,370	150,596	134,855
001-7401-574.31-01	Office & Operating Supply	1,872	17,750	750
001-7401-574.31-02	Small Tools & Equipment	94	1,000	1,000
001-7401-574.35-35	Replaced Equipment	1,566	10,000	9,000
001-7401-574.41-01	Prof. Svc-Other	13,178	101,575	122,000
001-7401-574.43-01	Transportation/Per Diem	5,105	4,800	7,800
001-7401-574.43-02	Dues, Subscriptions, Publ	1,250	1,250	1,250
001-7401-574.43-03	Registrations	2,945	2,200	3,700
001-7401-574.45-01	Equipment Rental	2,752	3,245	2,689
001-7401-574.45-02	IMS Rental	25,136	29,615	28,957
001-7401-574.48-01	Rep & Maint-Equipment	-	100	100
001-7401-574.49-06	Maintenance Contracts	272	-	-
001-7401-574.49-25	Assessments/Taxes	19,024	19,178	19,178
001-7401-574.49-30	Software Maintenance	26,488	27,689	29,000
Total General Services		403,323	768,142	806,788
Youth/Teens				
001-7402-574.10-01	Salaries-Regular	112,319	142,504	149,384
001-7402-574.10-05	Salaries-Overtime	(3,127)	2,500	2,500
001-7402-574.10-06	Salaries-Part-Time	100,432	159,950	159,950
001-7402-574.20-01	Employer Paid Benefits	79,481	78,465	58,687
001-7402-574.20-03	Unemployment Compensation	80	-	-
001-7402-574.31-01	Office & Operating Supply	7,134	15,365	15,365
001-7402-574.31-02	Small Tools & Equipment	34	4,950	4,950
001-7402-574.41-01	Prof. Svc-Other	370	-	-
001-7402-574.41-11	Prof. Svc-Recreational	26,644	72,000	72,000
001-7402-574.45-06	Rentals-School Facilities	3,220	5,500	5,500
001-7402-574.49-02	Printing & Binding	-	880	880
Total Youth/Teens		326,587	482,114	469,216
Recreation Administration				
001-7403-574.10-01	Salaries-Regular	167,727	181,979	183,459
001-7403-574.10-05	Salaries-Overtime	1,078	2,000	2,000
001-7403-574.10-06	Salaries-Part-Time	1,570	9,369	9,369
001-7403-574.20-01	Employer Paid Benefits	67,533	77,837	73,335

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Parks and Recreation				
Recreation Administration-Continued				
001-7403-574.31-01	Office & Operating Supply	3,671	6,500	6,500
001-7403-574.31-02	Small Tools & Equipment	360	500	500
001-7403-574.31-17	Supplies-Uniform Purchase	498	250	250
001-7403-574.41-01	Prof. Svc-Other	-	2,100	2,100
001-7403-574.41-37	Prof Svc-Sunshine Program	4,189	8,377	8,377
001-7403-574.42-01	Telecommunications	15,362	13,500	13,500
001-7403-574.42-03	Communications-Recreation	17,695	16,495	26,495
001-7403-574.43-01	Transportation/Per Diem	3,374	9,000	10,000
001-7403-574.43-02	Dues, Subscriptions, Publ	925	1,300	1,300
001-7403-574.43-03	Registrations	1,845	13,000	13,500
001-7403-574.45-01	Equipment Rental	23,141	27,285	22,597
001-7403-574.45-02	IMS Rental	73,964	87,144	85,208
001-7403-574.49-02	Printing & Binding	-	2,200	2,200
001-7403-574.49-06	Maintenance Contracts	20,004	20,000	20,000
001-7403-574.49-25	Assessments/Taxes	10,840	17,000	17,000
001-7403-574.49-58	Misc-Scholarships	3,629	6,678	6,678
Total Recreation Administration		417,405	502,514	504,368
Aquatics				
001-7404-574.10-01	Salaries-Regular	119,509	173,337	103,673
001-7404-574.10-05	Salaries-Overtime	6,319	12,500	12,500
001-7404-574.10-06	Salaries-Part-Time	70,570	190,000	128,000
001-7404-574.20-01	Employer Paid Benefits	51,191	60,874	25,542
001-7404-574.31-01	Office & Operating Supply	3,511	8,500	8,500
001-7404-574.31-02	Small Tools & Equipment	5,292	5,650	5,650
001-7404-574.41-11	Prof. Svc-Recreational	936	2,500	2,500
001-7404-574.42-01	Telecommunications	-	2,000	2,000
001-7404-574.43-01	Transportation/Per Diem	-	200	200
001-7404-574.43-03	Registrations	-	200	200
001-7404-574.45-09	North Thurston Pool Agree	(2,110)	105,000	105,000
001-7404-574.49-02	Printing & Binding	985	2,500	2,500
001-7404-574.60-01	Capital Outlays-Equipment	256,873	-	-
001-7404-591.75-01	Capital Leases	101,533	-	-
001-7404-592.75-01	Lease Interest	3,467	-	-
Total Aquatics		618,076	563,261	396,265

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Parks and Recreation				
Physical Activities				
001-7405-574.10-01	Salaries-Regular	60,411	21,256	103,836
001-7405-574.10-05	Salaries-Overtime	856	1,100	1,100
001-7405-574.10-06	Salaries-Part-Time	11,932	40,000	37,609
001-7405-574.20-01	Employer Paid Benefits	15,611	8,103	58,548
001-7405-574.31-01	Office & Operating Supply	13,828	16,350	16,550
001-7405-574.31-02	Small Tools & Equipment	1,287	5,900	6,100
001-7405-574.41-11	Prof. Svc-Recreational	48,447	72,000	83,350
001-7405-574.45-05	Rentals-Other	25,933	20,000	20,400
001-7405-574.45-06	Rentals-School Facilities	26,469	46,000	45,500
001-7405-574.48-01	Rep & Maint-Equipment	-	600	600
001-7405-574.49-02	Printing & Binding	-	4,850	500
Total Physical Activities		204,774	236,159	374,093
Cultural Arts and Education				
001-7406-574.10-01	Salaries-Regular	26,493	29,373	48,507
001-7406-574.10-05	Salaries-Overtime	254	-	-
001-7406-574.10-06	Salaries-Part-Time	5,726	15,600	15,600
001-7406-574.20-01	Employer Paid Benefits	14,927	15,459	20,003
001-7406-574.31-01	Office & Operating Supply	446	2,820	2,820
001-7406-574.31-02	Small Tools & Equipment	-	1,000	1,000
001-7406-574.41-11	Prof. Svc-Recreational	28,945	40,000	37,000
001-7406-574.45-05	Rentals-Other	-	5,000	-
001-7406-574.45-06	Rentals-School Facilities	-	500	500
Total Cultural Arts and Education		76,791	109,752	125,430
Outdoor Activities				
001-7407-574.10-01	Salaries-Regular	5,452	5,724	6,571
001-7407-574.10-05	Salaries-Overtime	-	200	200
001-7407-574.10-06	Salaries-Part-Time	1,093	12,780	12,780
001-7407-574.20-01	Employer Paid Benefits	1,892	1,995	2,199
001-7407-574.20-03	Unemployment Compensation	-	100	100
001-7407-574.31-01	Office & Operating Supply	336	2,840	2,840
001-7407-574.31-02	Small Tools & Equipment	-	300	300
001-7407-574.41-11	Prof. Svc-Recreational	15	18,305	10,005
Total Outdoor Activities		8,788	42,244	34,995

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Parks and Recreation				
Fitness				
001-7408-574.10-01	Salaries-Regular	3,822	2,862	-
001-7408-574.10-05	Salaries-Overtime	-	105	-
001-7408-574.10-06	Salaries-Part-Time	-	5,609	-
001-7408-574.20-01	Employer Paid Benefits	1,218	997	-
001-7408-574.31-01	Office & Operating Supply	-	200	-
001-7408-574.31-02	Small Tools & Equipment	-	1,700	-
001-7408-574.41-01	Prof. Svc-Other	-	1,350	-
001-7408-574.41-11	Prof. Svc-Recreational	9,405	10,000	-
001-7408-574.45-05	Rentals-Other	-	1,900	-
001-7408-574.45-06	Rentals-School Facilities	-	500	-
Total Fitness		14,445	25,223	-
Special Events				
001-7409-574.10-01	Salaries-Regular	153,032	188,026	191,150
001-7409-574.10-06	Salaries-Part-Time	17,018	20,560	20,560
001-7409-574.20-01	Employer Paid Benefits	67,729	81,008	77,848
001-7409-574.20-03	Unemployment Compensation	37	-	-
001-7409-574.31-01	Office & Operating Supply	14,975	15,200	15,200
001-7409-574.31-02	Small Tools & Equipment	1,609	3,000	3,000
001-7409-574.41-11	Prof. Svc-Recreational	89,823	102,300	127,300
001-7409-574.43-02	Dues, Subscriptions, Publ	125	-	-
001-7409-574.43-03	Registrations	15	-	-
001-7409-574.44-06	Promotion - Events	3,197	11,350	11,350
001-7409-574.45-05	Rentals-Other	9,643	33,200	28,200
001-7409-574.45-06	Rentals-School Facilities	-	200	200
001-7409-574.49-02	Printing & Binding	1,558	1,600	1,600
Total Special Events		358,761	456,444	476,408
Museum Operation				
001-7410-575.10-01	Salaries-Regular	81,670	91,976	179,160
001-7410-575.10-05	Salaries-Overtime	2,934	-	-
001-7410-575.10-06	Salaries-Part-Time	14,406	16,000	16,000
001-7410-575.20-01	Employer Paid Benefits	43,464	46,750	86,184
001-7410-575.31-01	Office & Operating Supply	1,614	4,400	4,400
001-7410-575.31-02	Small Tools & Equipment	-	1,282	1,282
001-7410-575.31-17	Supplies-Uniform Purchase	-	250	250

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Current Expense Fund - Expenditures</i>				
Parks and Recreation				
Museum Operation-Continued				
001-7410-575.31-23	Supplies-Building Maint.	421	-	-
001-7410-575.41-01	Prof. Svc-Other	4,528	2,300	17,300
001-7410-575.41-31	Prof. Svc-Building Maint.	-	300	300
001-7410-575.42-01	Telecommunications	3,176	2,500	2,500
001-7410-575.43-01	Transportation/Per Diem	-	100	100
001-7410-575.43-02	Dues, Subscriptions, Publ	715	850	850
001-7410-575.43-03	Registrations	-	250	250
001-7410-575.44-06	Promotions	-	500	500
001-7410-575.45-02	IMS Rental	14,500	13,822	11,814
001-7410-575.45-05	Rentals-Other	5,056	3,700	3,700
001-7410-575.46-02	Insurance-Fire/Property	443	405	1,186
001-7410-575.47-01	Utility-Electric	552	800	800
001-7410-575.47-02	Utility-City of Lacey	1,318	650	650
001-7410-575.47-03	Utility-Natural Gas	1,513	1,649	1,649
001-7410-575.49-02	Printing & Binding	-	300	300
001-7410-575.49-06	Maintenance Contracts	1,604	1,800	1,800
001-7410-575.49-30	Software Maintenance	493	500	2,500
Total Museum Operation		178,407	191,084	333,475
Fitness				
001-7411-574.31-01	Office & Operating Supply	-	-	2,000
Total Fitness		-	-	2,000
Total Parks and Recreation		2,607,357	3,376,937	3,523,038
Other Operating Expense				
001-7501-597.02-01	Transfer Out 301 Fund	108,615	3,378,216	17,494,126
001-7501-597.02-10	Transfer Out 307 Fund	-	500,000	-
001-7501-597.10-03	Transfer Out 303 Fund	1,184,261	1,024,577	5,229,819
001-7501-597.10-04	Transfer Out-Util. Tax	3,587,411	3,477,649	3,690,035
001-7501-597.10-08	Transfer Out 007 Fund	540,325	260,000	200,000
001-7501-597.11-02	Transfer Out 302 Fund	186,549	863,451	681,295
001-7501-597.12-00	Transfer Out-WA Fireflow	1,084,790	950,667	-
Total Other Operating Expenses		6,691,951	10,454,560	27,295,275
Total Current Expense Fund Expenditures		44,293,114	63,024,278	77,709,449



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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 criminal justice distributions.

BUDGET SUMMARY

The total budget for 2024 is **\$1,543,349**. This budget amount maintains the current level of staffing and services.

2024 PROGRAMS, GOALS AND PRIORITIES

- Continue the enhancement and support of the department's policing strategies and priorities.

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Criminal Justice Fund - Revenues</i>				
Revenues				
003-0000-308.00-00	Estimated Beginning Cash	-	1,600,000	-
003-0000-313.70-00	Sales Tax-Crim/Justice	1,427,918	1,346,210	1,392,245
003-0000-336.06-21	Criminal Justice - Pop	20,043	22,108	22,583
003-0000-336.06-26	Special Programs	70,985	76,798	80,231
003-0000-336.06-51	DUI/Other Criminal Asst	4,246	-	-
003-0000-361.10-00	Investment Interest	7,735	5,812	29,937
003-0000-361.10-40	LGIP Earnings	1,000	1,387	18,353
003-0000-361.11-00	Interest Earnings	530	540	-
003-0000-361.32-00	Unrealized Gain(Loss)	(56,663)	-	-
Total Criminal Justice Fund Revenues		1,475,794	3,052,855	1,543,349

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Criminal Justice Fund - Expenditures</i>				
Police				
Investigation and Apprehension				
003-2106-521.10-01	Salaries-Regular	1,214,268	1,003,067	1,147,637
003-2106-521.10-05	Salaries-Overtime	62,154	26,650	26,650
003-2106-521.20-01	Employer Paid Benefits	341,835	358,662	301,436
003-2106-521.31-01	Office & Operating Supply	-	4,725	4,725
003-2106-521.31-02	Small Tools & Equipment	1,777	4,100	4,100
003-2106-521.31-09	Supplies-Bike Patrol	-	2,000	2,000
003-2106-521.31-17	Supplies-Uniform Purchase	514	3,365	3,365
003-2106-521.41-01	Prof. Svc-Other	-	1,620	1,620
003-2106-521.45-01	Equipment Rental	44,245	42,503	45,653
003-2106-521.48-01	Rep & Maint-Equipment	-	500	500
003-2106-521.49-10	Uniform Contract/Cleaning	3,844	2,963	2,963
003-2106-521.49-30	Software Maintenance	-	2,700	2,700
003-2106-597.02-01	Transfer Out 301 Fund	-	1,600,000	-
Total Criminal Justice Fund Expenditures		1,668,637	3,052,855	1,543,349



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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 the 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 2013.

BUDGET SUMMARY

Twenty-seven years of operations at the Community Center and nineteen years of the Jacob Smith House have provided a solid foundation for examining maintenance and operation costs, and were used to project potential revenue in 2024 for both the Community Center and the Jacob Smith House. Revenues were increased for 2024 due to significant increases in 2023. Use of these facilities is back to pre-pandemic levels and at times even higher. 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 2024 the operating budget will be **\$961,535**.

2024 PROGRAMS, GOALS AND PRIORITIES

- Continue to work with recreation staff to determine programming that can be held in the facilities, balanced with community rentals
- Continue to update our Employee Manual to reflect our expectations and job responsibilities
- 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	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Community Buildings Fund - Revenues</i>				
Revenues				
005-0000-308.00-00	Estimated Beginning Cash	-	452,739	30,000
005-0000-311.10-00	Property Taxes-Current	480,753	410,410	644,001
005-0000-348.94-00	Parks & Recreation Serv.	-	4,000	4,000
005-0000-361.10-00	Investment Interest	5,159	7,126	17,689
005-0000-361.10-40	LGIP Earnings	824	1,700	10,845
005-0000-361.11-00	Interest Earnings	290	295	-
005-0000-361.32-00	Unrealized Gain(Loss)	(31,924)	-	-
005-0000-362.40-19	Com Center Parks CivicRec	167,903	200,000	220,000
005-0000-362.40-29	Jacob Smith ParksCivicRec	38,363	30,000	35,000
Total Community Buildings Fund Revenue		661,368	1,106,270	961,535

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Community Buildings Fund - Expenditures</i>				
Parks and Recreation				
Community Center				
005-7601-575.10-01	Salaries-Regular	122,559	135,511	157,113
005-7601-575.10-05	Salaries-Overtime	3,864	-	-
005-7601-575.10-06	Salaries-Part-Time	30,521	29,812	44,812
005-7601-575.20-01	Employer Paid Benefits	52,965	55,036	58,332
005-7601-575.31-01	Office & Operating Supply	487	2,000	2,000
005-7601-575.31-02	Small Tools & Equipment	1,160	2,500	2,500
005-7601-575.31-17	Supplies-Uniform Purchase	205	600	600
005-7601-575.41-01	Prof. Svc-Other	-	12,400	12,400
005-7601-575.42-01	Telecommunications	5,223	4,000	4,000
005-7601-575.45-02	IMS Rental	7,102	7,913	8,370
005-7601-575.45-03	Copier Rental	768	750	750
005-7601-575.46-01	Insurance-Liability	5,155	8,333	9,551
005-7601-575.46-02	Insurance-Fire/Property	3,126	2,858	9,177
005-7601-575.46-06	AWC-L & I Pool	-	2,100	2,100
005-7601-575.47-01	Utility-Electric	20,635	15,500	15,500
005-7601-575.47-02	Utility-City of Lacey	12,159	10,500	10,500
005-7601-575.47-03	Utility-Natural Gas	533	8,500	8,500
005-7601-575.47-07	Utility-Solid Waste	16,700	15,000	15,000
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	3,810	5,000	5,000
005-7601-575.49-25	Assessments/Taxes	3,532	3,600	3,600
005-7601-575.60-01	Capital Outlays-Equipment	-	25,000	-
Total Community Center		290,504	348,413	371,305
Jacob Smith Facility				
005-7602-575.10-01	Salaries-Regular	34,620	38,150	41,080
005-7602-575.10-05	Salaries-Overtime	1,235	-	-
005-7602-575.10-06	Salaries-Part-Time	8,366	9,563	15,563
005-7602-575.20-01	Employer Paid Benefits	14,674	15,214	16,173
005-7602-575.31-01	Office & Operating Supply	399	1,250	1,250
005-7602-575.31-02	Small Tools & Equipment	418	1,500	1,500
005-7602-575.41-01	Prof. Svc-Other	-	8,650	8,650
005-7602-575.42-01	Telecommunications	1,880	2,500	2,500
005-7602-575.45-02	IMS Rental	1,954	4,610	4,947
005-7602-575.46-02	Insurance-Fire/Property	592	541	2,755

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Community Buildings Fund - Expenditures</i>				
Parks and Recreation				
Jacob Smith Facility-Continued				
005-7602-575.47-01	Utility-Electric	1,804	2,000	2,000
005-7602-575.47-02	Utility-City of Lacey	8,849	7,250	7,250
005-7602-575.47-03	Utility-Natural Gas	1,822	2,000	2,000
005-7602-575.48-01	Rep & Maint-Equipment	-	400	400
005-7602-575.48-03	Rep & Maint-Facilities	-	500	500
005-7602-575.48-10	Rep & Maint-Equip-Grnds	-	1,000	1,000
005-7602-575.49-06	Maintenance Contracts	2,431	3,300	3,300
005-7602-575.49-23	Custodial	5,630	5,000	5,000
005-7602-575.60-01	Capital Outlays-Equipment	-	-	10,000
Total Jacob Smith Facility		84,674	103,428	125,868
Senior Center				
005-7603-555.31-01	Office & Operating Supply	-	600	600
005-7603-555.46-02	Insurance-Fire/Property	5,289	4,835	9,921
005-7603-555.47-01	Utility-Electric	12,455	16,000	16,000
005-7603-555.47-02	Utility-City of Lacey	2,126	2,200	2,200
005-7603-555.47-03	Utility-Natural Gas	4,991	4,500	4,500
005-7603-555.48-01	Rep & Maint-Equipment	-	1,250	1,250
005-7603-555.48-03	Rep & Maint-Facilities	-	18,489	-
005-7603-555.49-06	Maintenance Contracts	-	450	450
Total Senior Center		24,861	48,324	34,921
Museum Building				
005-7604-575.31-01	Office & Operating Supply	-	1,000	1,000
005-7604-575.46-02	Insurance-Fire/Property	4,456	4,074	2,910
005-7604-575.47-01	Utility-Electric	3,520	7,500	7,500
005-7604-575.47-02	Utility-City of Lacey	8,111	1,500	1,500
005-7604-575.47-03	Utility-Natural Gas	284	3,000	3,000
005-7604-575.48-03	Rep & Maint-Facilities	-	2,500	2,500
005-7604-575.49-06	Maintenance Contracts	(116)	500	500
Total Museum Building		16,255	20,074	18,910
Museum Complex				
005-7606-575.31-01	Office & Operating Supply	678	1,000	1,700
005-7606-575.31-23	Supplies-Building Maint.	-	350	350
005-7606-575.41-31	Prof. Svc-Building Maint.	-	500	500

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Community Buildings Fund - Expenditures</i>				
Parks and Recreation				
Museum Complex-Continued				
005-7606-575.47-01	Utility-Electric	-	960	960
005-7606-575.47-02	Utility-City of Lacey	-	900	900
005-7606-575.47-07	Utility-Solid Waste	-	840	840
005-7606-575.48-01	Rep & Maint-Equipment	-	100	100
005-7606-575.48-03	Rep & Maint-Facilities	-	6,500	6,500
005-7606-575.48-10	Rep & Maint-Equip-Grnds	-	700	-
Total Museum Complex		678	11,850	11,850
Community Center Facility Maintenance				
005-7611-575.31-23	Supplies-Building Maint.	3,369	5,041	5,041
005-7611-575.31-24	Small Tools & Equip-Bldg	-	200	200
005-7611-575.31-29	Supplies-Grounds Maint.	1,141	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	-	103	103
005-7611-575.48-03	Rep & Maint-Facilities	16,626	54,750	74,750
005-7611-575.48-10	Rep & Maint-Equip-Grnds	-	200	200
005-7611-575.49-06	Maintenance Contracts	2,217	7,694	7,694
005-7611-575.49-23	Custodial	38,786	41,803	41,803
Total Community Center Facility Maintenance		62,139	115,891	135,891
Jacob Smith Facility Maintenance				
005-7612-575.31-23	Supplies-Building Maint.	377	101,875	875
005-7612-575.31-29	Supplies-Grounds Maint.	1,766	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	-	250	250
005-7612-575.48-01	Rep & Maint-Equipment	-	250	250
005-7612-575.48-03	Rep & Maint-Facilities	473	95,250	750
005-7612-575.48-10	Rep & Maint-Equip-Grnds	-	200	200
005-7612-575.49-06	Maintenance Contracts	1,383	3,780	3,780
Total Jacob Smith Facility Maintenance		3,999	205,373	9,873
Senior Center Facility Maintenance				
005-7613-555.31-23	Supplies-Building Maint.	4,014	1,126	1,126
005-7613-555.31-24	Small Tools & Equip-Bldg	-	200	200
005-7613-555.31-29	Supplies-Grounds Maint.	954	1,000	1,000
005-7613-555.41-31	Prof. Svc-Building Maint.	-	1,300	1,300

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Community Buildings Fund - Expenditures</i>				
Parks and Recreation				
Senior Center Facility Maintenance-Continued				
005-7613-555.41-39	Prof. Svc-Tree Evaluation	-	3,700	3,700
005-7613-555.48-01	Rep & Maint-Equipment	-	250	250
005-7613-555.48-03	Rep & Maint-Facilities	10,772	9,500	9,500
005-7613-555.48-10	Rep & Maint-Equip-Grnds	-	300	300
005-7613-555.49-06	Maintenance Contracts	8,755	8,000	8,000
005-7613-555.49-23	Custodial	28,279	40,791	40,791
Total Senior Center Facility Maintenance		52,774	66,167	66,167
Child Care Center Facility Maintenance				
005-7615-554.31-23	Building Maint.	131	-	-
005-7615-554.48-01	Rep & Maint-Equipment	-	2,500	2,500
005-7615-554.48-03	Rep & Maint-Facilities	-	163,750	163,750
005-7615-554.49-06	Maintenance Contracts	4,436	-	-
005-7615-594.60-08	Replace Res-Child Care	613	20,500	20,500
Total Child Care Center Facility Maintenance		5,180	186,750	186,750
Total Community Buildings Fund Expenditures		541,064	1,106,270	961,535

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.

An on-site crew of four (3.5) full-time Public Works Parks Maintenance employees and seasonal staff maintain the 68-acre site as well as a full-time Recreation Supervisor and part-time recreational staff overseen by the Lacey Parks, Culture & Recreation Manager. Recreation staff schedules use of the complex, facilitates leagues, tournaments, and events, solicits sponsors, and manages the concession contract. Since the softball/fastpitch/baseball complex opened in May 2009, revenue generated at the RAC has exceeded revenue projections, with the exception of the COVID-19 public health crisis. The 20-year financial plan was updated by staff most recently in 2023.

BUDGET SUMMARY

The 2024 budget of **\$1,281,355** 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, LTAC funds applied for, as well as revenues contractually received from the Capital Area Regional Public Facilities District.

2024 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.
- Ensure gender equitable use of the facility.
- Work with the Sports Commission to market the facility and secure event bookings.
- Articulate field capacities in order to secure bookings during times of non-use.
- Develop and promote a diversity of activities not typical to athletic complexes.
- Enhance community engagement.

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Regional Athletic Complex - Revenues</i>				
Revenues				
007-0000-308.00-00	Estimated Beginning Cash	-	42,352	-
007-0000-333.97-36	CFDA #97.036	77	-	-
007-0000-338.10-10	Capital Area - PFD	200,000	200,000	200,000
007-0000-347.40-00	Event Admissions Fee	-	5,000	5,000
007-0000-347.60-50	Physical Activities Prog	-	4,000	-
007-0000-347.60-59	Sports Parks-CivicRec	22,299	-	34,000
007-0000-347.60-90	Special Events Program	-	10,000	-
007-0000-347.60-99	Spec Event Parks-CivicRec	-	-	10,000
007-0000-347.62-00	Shelter Fees	-	6,000	-
007-0000-347.62-09	Shelters Parks-CivicRec	14,660	-	16,000
007-0000-347.65-00	Field Use Fees	-	300,000	-
007-0000-347.65-09	Field Fees Parks-CivicRec	383,226	-	350,000
007-0000-347.67-00	Concession Commission	-	1,000	1,000
007-0000-347.68-00	League Fees	-	55,000	55,000
007-0000-347.68-09	RAC League Parks CivicRec	62,800	-	-
007-0000-361.10-00	Investment Interest	10,251	18,498	20,188
007-0000-361.10-40	LGIP Earnings	1,958	4,413	12,377
007-0000-361.15-00	Leases	819	-	-
007-0000-361.32-00	Unrealized Gain(Loss)	(37,130)	-	-
007-0000-362.50-10	Lease - Consessionaire	24,847	22,000	22,000
007-0000-367.10-04	Cont.-Parks Sponsor/Event	-	-	14,000
007-0000-367.10-09	Donations Parks-CivicRec	500	-	-
007-0000-397.10-02	Transfer In 109 Fund	180,000	180,000	188,000
007-0000-397.10-04	Transfer In - Utility Tax	239,847	326,584	153,790
007-0000-397.11-01	Transfer In 001,003,005	540,325	260,000	200,000
Total Regional Athletic Complex Fund Revenues		1,644,479	1,434,847	1,281,355

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Regional Athletic Complex - Expenditures</i>				
Regional Athletic Complex				
Regional Athletic Complex Maintenance				
007-3305-576.10-01	Salaries-Regular	263,562	358,877	296,155
007-3305-576.10-05	Salaries-Overtime	10,802	12,563	12,563
007-3305-576.10-06	Salaries-Part-Time	124,561	101,735	123,575
007-3305-576.20-01	Employer Paid Benefits	138,006	160,071	114,520
007-3305-576.20-03	Unemployment Compensation	188	-	-
007-3305-576.31-01	Office & Operating Supply	76,853	99,000	99,000
007-3305-576.31-02	Small Tools & Equipment	3,040	2,500	2,500
007-3305-576.31-17	Supplies-Uniform Purchase	1,426	2,000	2,000
007-3305-576.34-01	Fuel	11,728	10,000	10,000
007-3305-576.41-01	Prof. Svc-Other	10,857	18,360	18,360
007-3305-576.42-01	Telecommunications	8,872	7,750	7,750
007-3305-576.43-01	Transportation/Per Diem	382	-	-
007-3305-576.43-03	Registrations	1,516	-	-
007-3305-576.45-01	Equipment Rental	81,709	93,093	85,035
007-3305-576.45-02	IMS Rental	13,998	13,949	13,834
007-3305-576.45-05	Rentals-Other	2,801	2,500	2,500
007-3305-576.46-01	Insurance-Liability	10,310	15,674	17,966
007-3305-576.46-02	Insurance-Fire/Property	12,345	11,285	23,482
007-3305-576.46-06	AWC L & I Pool	-	1,015	1,015
007-3305-576.47-01	Utility-Electric	91,160	80,000	80,000
007-3305-576.47-02	Utility-City of Lacey	432,470	92,000	92,000
007-3305-576.47-07	Utility-Solid Waste	16,002	14,360	14,360
007-3305-576.48-01	Rep & Maint-Equipment	-	17,852	3,500
007-3305-576.48-03	Rep & Maint-Facilities	333	31,500	3,500
007-3305-576.49-06	Maintenance Contracts	-	60,000	-
007-3305-576.49-25	Assessments/Taxes	(7,343)	11,000	11,000
Total Regional Athletic Complex Maintenance		1,305,578	1,217,084	1,034,615
Regional Athletic Complex General Services				
007-7401-576.10-01	Salaries-Regular	97,430	106,065	112,793
007-7401-576.10-05	Salaries-Overtime	7,700	-	-
007-7401-576.10-06	Salaries-Part-Time	1,075	14,000	14,000
007-7401-576.20-01	Employer Paid Benefits	40,793	43,881	46,053
007-7401-576.20-03	Unemployment Compensation	-	500	500
007-7401-576.31-01	Office & Operating Supply	4,912	7,500	7,500

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Regional Athletic Complex - Expenditures</i>				
Regional Athletic Complex				
Regional Athletic Complex General Services-Continued				
007-7401-576.31-02	Small Tools & Equipment	875	1,500	1,500
007-7401-576.31-17	Supplies-Uniform Purchase	-	500	500
007-7401-576.41-01	Prof. Svc-Other	30,158	20,000	20,000
007-7401-576.41-11	Prof. Svc - Recreation	-	6,000	6,000
007-7401-576.43-01	Transportation/Per Diem	2,407	1,500	1,500
007-7401-576.43-02	Dues, Subscriptions, Publ	-	120	120
007-7401-576.43-03	Registrations	-	800	800
007-7401-576.45-02	IMS Rental	8,831	8,447	20,524
007-7401-576.49-06	Maintenance Contracts	836	450	450
007-7401-576.49-25	Assessments/Taxes	9,548	6,500	6,500
007-7401-576.60-01	Capital Outlays-Equipment	-	-	8,000
Total Regional Athletic Complex General Services		204,565	217,763	246,740
Total Regional Athletic Complex Fund Expenditures		1,510,143	1,434,847	1,281,355

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 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 nine programs:

1. Supervision and Support
2. Street Lights
3. Signs & Markings
4. Snow and Ice
5. Roadside
6. Roadways
7. Sidewalks
8. Traffic Signals
9. City Buildings, Electrical

There are three maintenance sections which address the nine 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 99 miles of road edge lines, 120 miles of traffic buttons, 9,404 street signs, and 377 intersections with legends and symbols.

ROADS SECTION

Responsible for evaluation and repair of our roadway and sidewalk networks including snow & ice control, vegetation encroachments into the right of way, sidewalk repair, litter pickup, and roadway repairs. Currently we maintain 224 miles of sidewalk and 417.8 lane miles of roadway.

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 78 city traffic signals (City, County and State), 6,221 street lights, 9 flashing school beacons, 40 pedestrian crosswalk beacon pairs and 2 four-way flashing beacons.

The total 2024 budget for the Transportation Maintenance Division is **\$4,745,499**. In addition to the general operating revenue, the City Street Fund receives State Fuel Tax revenue to partially offset the cost of street maintenance.

2024 PROGRAMS, GOALS AND PRIORITIES

- Continue an active and volunteer oriented Adopt-a-Roadway program
- Accomplish preventive maintenance goals on time and within budget
- Reduce energy usage and enhance our street light maintenance program by replacing all street light burn-outs with energy-efficient LED lights
- Improve our sidewalk repair program
- Improve Mastic and Crack Seal program
- Upgrade signs to meet new engineered standards.
- Implement our new Maintenance Management Software program, OpenGov

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>City Street Fund - Revenues</i>				
Revenues				
101-0000-308.00-00	Estimated Beginning Cash	-	334,720	98,957
101-0000-333.97-36	CFDA #97.036	3,171	-	-
101-0000-336.71-00	Multimodal Transpo City	51,503	-	-
101-0000-336.87-00	Motor Vehicle Fuel Tax	678,609	762,351	738,640
101-0000-338.36-00	Signal Maintenance	-	30,000	30,000
101-0000-344.81-00	New Development Signage	-	5,000	5,000
101-0000-345.83-01	Plan Check Fees	17,753	15,000	15,000
101-0000-345.83-02	Inspection Services	21,580	15,000	15,000
101-0000-361.10-00	Investment Interest	30,280	52,755	65,501
101-0000-361.10-40	LGIP Earnings	5,785	12,587	40,156
101-0000-361.32-00	Unrealized Gain(Loss)	(124,602)	-	-
101-0000-367.10-01	Contributions-General	71,042	-	-
101-0000-369.10-00	Sale of Scrap & Surplus	6,051	1,000	1,000
101-0000-369.40-00	Court Fees /Judgments	12,425	-	-
101-0000-397.10-04	Transfer In - Utility Tax	3,019,729	3,151,065	3,536,245
101-0000-397.10-11	Transfer In 102 Fund	116,216	200,000	200,000
Total Public Works City Street Fund Revenues		3,909,542	4,579,478	4,745,499

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>City Street Fund - Expenditures</i>				
Public Works Street Division				
General Services				
101-4201-543.10-01	Salaries-Regular	310,840	413,856	432,602
101-4201-543.10-05	Salaries-Overtime	10,052	2,200	2,200
101-4201-543.10-06	Salaries-Part-Time	9,341	24,264	24,264
101-4201-543.20-01	Employer Paid Benefits	149,736	168,870	170,805
101-4201-543.20-03	Unemployment Compensation	-	20,000	20,000
101-4201-543.31-01	Office & Operating Supply	6,588	3,433	3,433
101-4201-543.31-02	Small Tools & Equipment	-	1,000	1,000
101-4201-543.31-17	Supplies-Uniform Purchase	2,311	4,300	5,000
101-4201-543.31-23	Office & Operating-Bldg	123	-	-
101-4201-543.31-27	Software Upgrade	-	-	24,000
101-4201-543.31-35	Replaced Equipment	11,277	15,000	15,000
101-4201-543.32-01	Electrical Supplies	331	-	-
101-4201-543.41-01	Prof. Svc-Other	1,070	481	13,481
101-4201-543.42-01	Telecommunications	7,168	4,750	4,750
101-4201-543.43-01	Transportation/Per Diem	1,167	2,315	2,315
101-4201-543.43-02	Dues, Subscriptions, Publ	340	552	552
101-4201-543.43-03	Registrations	1,814	1,950	1,950
101-4201-543.45-01	Equipment Rental	14,709	14,592	14,514
101-4201-543.45-02	IMS Rental	46,893	45,669	91,018
101-4201-543.45-03	Copier Rental	882	926	926
101-4201-543.46-01	Insurance-Liability	30,931	38,482	44,108
101-4201-543.46-02	Insurance-Fire / Property	1,601	1,463	4,301
101-4201-543.46-06	AWC-L & I Pool	-	2,081	2,081
101-4201-543.47-01	Utility-Electric	29,899	9,090	9,090
101-4201-543.47-02	Utility-City of Lacey	378	1,586	1,586
101-4201-543.47-03	Utility-Natural Gas	771	2,085	2,085
101-4201-543.47-07	Utility-Solid Waste	3,754	3,185	18,185
101-4201-543.48-01	Rep & Maint-Equipment	463	1,027	1,027
101-4201-543.48-03	Rep & Maint-Facilities	1,711	13,650	-
101-4201-543.49-06	Maintenance Contracts	1,665	1,891	1,891
101-4201-543.49-10	Uniform Contract/Cleaning	5	-	-
101-4201-543.49-23	Custodial	4,447	5,689	5,689
101-4201-543.49-25	Assessments/Taxes	567	2,900	2,900
101-4201-543.49-27	Bad Debt Expense	-	8,785	8,785
101-4201-543.49-35	CDL-Physicals/Licenses	7,717	600	600

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>City Street Fund - Expenditures</i>				
Public Works Street Division				
General Services-Continued				
101-4201-543.60-01	Capital Outlays Equipment	6,723	-	-
101-4201-597.02-01	Transfer Out 301 Fund	-	287,151	-
101-4201-597.11-02	Transfer Out 302 Fund	-	-	98,957
Total General Services		665,274	1,103,823	1,029,095
Street Lighting				
101-4204-542.10-01	Salaries-Regular	82,463	110,265	123,013
101-4204-542.10-05	Salaries-Overtime	1,727	500	500
101-4204-542.10-06	Salaries-Part-Time	63	6,276	6,276
101-4204-542.20-01	Employer Paid Benefits	35,211	47,569	47,565
101-4204-542.31-17	Supplies-Uniform Purchase	1,290	2,000	2,500
101-4204-542.32-01	Electrical Supplies	169,193	269,500	329,500
101-4204-542.33-01	Small Tools-Electrical	4,967	2,000	2,000
101-4204-542.41-01	Prof. Svc-Other	-	-	10,000
101-4204-542.41-13	Prof. Svc-Electrical	4,923	-	-
101-4204-542.41-32	Prof. Svc-Utility Locates	-	340	340
101-4204-542.43-03	Registrations	-	2,000	2,000
101-4204-542.45-01	Equipment Rental	36,772	36,480	36,284
101-4204-542.47-01	Utility-Electric	392,599	363,000	363,000
101-4204-542.48-03	Rep & Maint Facilities	638	-	-
Total Street Lighting		729,846	839,930	922,978
Street Signs & Markers				
101-4205-542.10-01	Salaries-Regular	142,394	170,997	191,268
101-4205-542.10-05	Salaries-Overtime	5,149	790	790
101-4205-542.10-06	Salaries-Part-Time	29,779	36,565	36,565
101-4205-542.20-01	Employer Paid Benefits	70,887	89,124	91,340
101-4205-542.31-01	Office & Operating Supply	4,903	3,000	4,000
101-4205-542.31-02	Small Tools & Equipment	4,028	2,400	3,500
101-4205-542.31-27	Software Upgrade	-	1,075	1,075
101-4205-542.31-31	Supplies-City Projects	-	2,950	2,950
101-4205-542.31-32	Sign Making Supplies	33,615	28,700	34,700
101-4205-542.31-34	Road Marking Supplies	53,039	81,000	81,000
101-4205-542.32-01	Electrical Supplies	47	-	-
101-4205-542.41-01	Prof. Svc-Other	64,308	60,000	60,000
101-4205-542.41-32	Prof. Svc-Utility Locates	-	50	50

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>City Street Fund - Expenditures</i>				
Public Works Street Division				
Street Signs & Markers-Continued				
101-4205-542.43-03	Registrations	-	1,500	1,500
101-4205-542.45-01	Equipment Rental	40,449	40,129	39,913
101-4205-542.48-01	Rep & Maint-Equipment	389	-	-
Total Street Signs & Markers		448,987	518,280	548,651
Snow & Ice Removal				
101-4206-542.10-01	Salaries-Regular	37,914	32,042	42,915
101-4206-542.10-05	Salaries-Overtime	5,543	3,500	3,500
101-4206-542.10-06	Salaries-Part-Time	21	-	-
101-4206-542.20-01	Employer Paid Benefits	18,182	15,207	18,625
101-4206-542.31-01	Office & Operating Supply	27,988	35,000	35,000
101-4206-542.31-02	Small Tools & Equipment	8,724	10,000	10,000
101-4206-542.45-01	Equipment Rental	36,772	36,480	36,284
Total Snow & Ice Removal		135,144	132,229	146,324
Street Cleaning				
101-4207-542.10-01	Salaries-Regular	3,819	4,653	5,172
101-4207-542.10-05	Salaries-Overtime	1	300	300
101-4207-542.20-01	Employer Paid Benefits	1,979	2,257	2,328
101-4207-542.31-01	Office & Operating Supply	-	600	600
Total Street Cleaning		5,799	7,810	8,400
Roadside Maintenance				
101-4208-542.10-01	Salaries-Regular	96,530	129,879	147,639
101-4208-542.10-05	Salaries-Overtime	403	200	200
101-4208-542.10-06	Salaries-Part-Time	9,697	17,149	17,149
101-4208-542.20-01	Employer Paid Benefits	45,899	60,938	62,946
101-4208-542.31-01	Office & Operating Supply	13,290	12,900	12,900
101-4208-542.31-02	Small Tools & Equipment	2,365	3,000	3,000
101-4208-542.34-01	Fuel	2,669	1,750	1,750
101-4208-542.41-01	Prof. Svc-Other	-	6,000	6,000
101-4208-542.41-16	Prof. Svc-Parks	344,605	441,759	462,063
101-4208-542.41-47	Prof. Svc-Tree Inspection	1,560	2,000	2,000
101-4208-542.45-01	Equipment Rental	88,252	87,554	87,084
101-4208-542.48-01	Rep & Maint-Equipment	69	-	-

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>City Street Fund - Expenditures</i>				
Public Works Street Division				
Roadside Maintenance-Continued				
101-4208-542.49-28	Misc - Disposal Fees	23	-	-
Total Roadside Maintenance		605,362	763,129	802,731
Roadway Maintenance				
101-4209-542.10-01	Salaries-Regular	105,574	89,251	115,151
101-4209-542.10-05	Salaries-Overtime	2,955	400	400
101-4209-542.10-06	Salaries-Part-Time	11,206	22,865	22,865
101-4209-542.20-01	Employer Paid Benefits	49,926	43,096	49,734
101-4209-542.20-03	Unemployment Compensation	-	60	60
101-4209-542.31-01	Office & Operating Supply	43,558	65,000	65,000
101-4209-542.31-02	Small Tools & Equipment	2,411	1,000	1,000
101-4209-542.41-01	Prof. Svc-Other	6,278	5,000	5,000
101-4209-542.43-03	Registrations	-	3,000	3,000
101-4209-542.45-01	Equipment Rental	95,607	94,849	94,342
101-4209-542.45-05	Rentals-Other	14,892	30,000	30,000
101-4209-542.48-15	Rep & Maint-Grounds	3,234	12,000	12,000
Total Roadway Maintenance		335,641	366,521	398,552
Sidewalk Maintenance				
101-4210-542.10-01	Salaries-Regular	107,566	144,329	153,097
101-4210-542.10-05	Salaries-Overtime	978	100	100
101-4210-542.10-06	Salaries-Part-Time	5,097	14,219	14,219
101-4210-542.20-01	Employer Paid Benefits	48,950	70,130	65,720
101-4210-542.31-01	Office & Operating Supply	8,769	2,000	2,000
101-4210-542.31-02	Small Tools & Equipment	4,473	4,500	4,500
101-4210-542.41-01	Prof. Svc-Other	36,604	80,000	80,000
101-4210-542.45-01	Equipment Rental	14,708	14,592	14,514
101-4210-542.48-01	Rep & Maint-Equipment	224	-	-
Total Sidewalk Maintenance		227,369	329,870	334,150
Traffic Control Device/Electrical				
101-4211-542.10-01	Salaries-Regular	80,463	103,456	116,018
101-4211-542.10-05	Salaries-Overtime	1,284	2,000	2,000
101-4211-542.10-06	Salaries-Part-Time	-	13,808	13,808
101-4211-542.20-01	Employer Paid Benefits	33,117	44,566	44,530

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>City Street Fund - Expenditures</i>				
Public Works Street Division				
Traffic Control Device/Electrical-Continued				
101-4211-542.32-01	Electrical Supplies	39,572	45,572	45,572
101-4211-542.33-01	Small Tools-Electrical	1,570	2,000	2,000
101-4211-542.41-01	Prof. Svc-Other	-	1,000	1,000
101-4211-542.41-32	Prof. Svc-Utility Locates	-	250	250
101-4211-542.42-01	Telecommunications	8,032	8,250	8,250
101-4211-542.45-01	Equipment Rental	40,449	40,129	39,913
101-4211-542.47-01	Utility-Electric	45,505	80,000	80,000
Total Traffic Control Device/Electrical		249,992	341,031	353,341
Electrical Other				
101-4212-543.10-01	Salaries-Regular	103,171	113,992	135,564
101-4212-543.10-05	Salaries-Overtime	573	500	500
101-4212-543.10-06	Salaries-Part-Time	-	3,766	3,766
101-4212-543.20-01	Employer Paid Benefits	41,965	47,597	50,447
101-4212-543.31-01	Office & Operating Supply	2,922	500	500
101-4212-543.32-01	Electrical Supplies	8,642	10,000	10,000
101-4212-543.33-01	Small Tools-Electrical	179	500	500
Total Electrical Other		157,452	176,855	201,277
Total Public Works City Street Fund Expenditures		3,560,866	4,579,478	4,745,499



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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
- 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 2024, budgeted expenditures are **\$26,126,804**.

2024 PROGRAMS, GOALS AND PRIORITIES

- 7th Ave & College St Roundabout Design
- LED Street Lighting Replacement
- College & 22nd Tree Replacement
- Carpenter Road and Britton Parkway Interim Roundabout
- College St. & 16th Ave Roundabout Design
- College St & 29th Ave Roundabout Design
- College Street NE Extension
- 14th Ave & Sleater-Kinney Rd Intersection Improvements Design
- RAC Steilacoom Rd Frontage Improvements
- 4th Avenue Extension Design
- Marvin Road Annexation Signal Improvements
- Willamette & Campus Glen Roundabout Design
- Transportation Comprehensive Plan
- Safe Streets 4 All Safety Action Plan
- Bicycle/Pedestrian Improvements Program
- Miscellaneous 2024 Minor Projects

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Arterial Street Fund - Revenues</i>				
Arterial Streets				
102-0000-308.00-00	Estimated Beginning Cash	-	2,391,892	16,024,600
102-0000-317.34-00	Real Estate Excise Tax 1	5,839,130	2,000,000	2,500,000
102-0000-333.20-20	20.205 Highway Planning	516,835	4,336,978	3,368,410
102-0000-334.03-61	WADOT	6,743	-	2,443,077
102-0000-334.03-80	03.8x Trans Improv Board	61,970	244,087	150,000
102-0000-334.83-00	State Share of FEMA	-	4,964	-
102-0000-336.71-00	Multimodal Transpo City	24,081	-	-
102-0000-336.88-00	Motor Vehicle Fuel Tax	317,295	356,450	345,363
102-0000-336.89-00	MVA Transpo City	66,137	74,470	76,070
102-0000-344.85-00	Mitigation/Impact Fees	698,938	435,181	150,281
102-0000-361.10-00	Investment Interest	272,006	366,044	583,862
102-0000-361.10-40	LGIP Earnings	48,364	87,332	357,941
102-0000-361.11-00	Interest Earnings	7,791	7,941	-
102-0000-361.32-00	Unrealized Gain(Loss)	(1,206,475)	-	-
102-0000-362.60-10	Lease - Rental House	37,200	37,200	37,200
102-0000-367.27-00	Developer Contribution	-	1,760	90,000
Total Public Works Arterial Street Fund Revenues		6,690,015	10,344,299	26,126,804

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Arterial Street Fund - Expenditures</i>				
Public Works Arterial Streets				
Street and Transportation Improvements				
102-4101-595.90-01	Preliminary Engineering	907,740	2,285,050	2,273,140
102-4101-595.90-02	Right of Way	58,191	4,723,000	3,623,369
102-4101-595.90-03	Road Way	310,912	2,591,965	7,315,051
102-4101-595.90-05	Construction Engineering	73,135	259,284	772,509
102-4101-595.90-09	Traffic Control Devices	104,103	20,000	20,000
102-4101-595.90-11	Const Admin & Fac Maint	6,549	-	-
102-4101-595.90-13	Side Walks-ADA	-	50,000	50,000
102-4101-595.90-14	Signal Timing	-	15,000	15,000
102-4101-595.90-15	Pavement Mgmt System	46,171	100,000	100,000
102-4101-595.90-16	Pavement Restoration/PMS	-	100,000	100,000
102-4101-597.01-05	Transfer Out 301 Fund	-	-	11,657,735
102-4101-597.02-09	Transfer Out 101 Fund	116,216	200,000	200,000
Total Public Works Arterial Street Fund Expenditures		1,623,017	10,344,299	26,126,804



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TRANSPORTATION IMPROVEMENT FUND

The Transportation Improvement 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:

- The TBD revenue is generated by a 0.2% Sales Tax Increase.
- The fund has a sunset duration of 10 years after enactment.
- The 2024 projected revenues is \$5,340,000.

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 2024 the operating budget will be **\$5,340,000**.

2024 PROJECTS, GOALS AND PRIORITIES

Pavement repair on the following streets:

- 8th Ave SE (west of Sleater Kinney)
- Pacific & Homann Roundabout
- Lakecrest Neighborhood, 37th Ave, 36th Ave, and 33rd Ave/33rd Lp
- Britton/Gateway Roundabout
- Yelm Hwy & Compton Blvd
- Homann, Lacey Blvd and Pacific Ave Roundabout

Design of future pavement repairs on the following streets:

- Willamette & 30th
- Clearbrook Dr
- Classic Heights Improvements
- Stikes/Wellington Improvements

Sidewalk Repair Program (\$500k)

Crack Seal Program (\$200k)

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Transportation Improvement Fund - Revenues</i>				
Revenues				
103-0000-308.00-00	Estimated Beginning Cash	-	4,585,446	1,486,817
103-0000-313.21-00	Sales Taxes -TBD	3,787,488	3,487,298	3,744,774
103-0000-361.10-00	Investment Interest	37,848	61,111	67,207
103-0000-361.10-40	LGIP Earnings	6,562	14,580	41,202
103-0000-361.11-00	Interest Earnings	1,535	1,565	-
103-0000-361.32-00	Unrealized Gain(Loss)	(130,870)	-	-
Total Transportation Improvement Fund Revenues		3,702,563	8,150,000	5,340,000

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Transportation Improvement Fund - Expenditures</i>				
Transportation Benefit District				
Transportation Improvements				
103-4301-595.90-01	Preliminary Engineering	444,869	148,750	115,000
103-4301-595.90-03	Road Way	2,702,684	6,842,500	4,605,200
103-4301-595.90-05	Construction Engineering	53,741	1,158,750	619,800
103-4301-595.90-06	Side Walks	566,303	-	-
Total Transportation Improvement Fund Expenditures		3,767,597	8,150,000	5,340,000



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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 2024 are estimated at \$540,000. 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, Experience Olympia and Beyond, Washington Center for the Performing Arts, and publication of promotional materials. Community Events include Lacey Fun Fair, Senior Games, South Sound BBQ Festival, Juneteenth Festival, Cultural Celebration, Concerts in the Park series, and July 3rd Fireworks and Concert. This budget also provides support to maintain and operate the Regional Athletic Complex

BUDGET SUMMARY

The total 2024 budget for the Lodging Tax Fund is **\$600,000**.

The Lodging Tax budget is divided into two categories:

1. Contracted Services
2. Performing Arts & Events

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Lodging Tax Fund - Revenues</i>				
Revenues				
109-0000-308.00-00	Estimated Beginning Cash	-	353,848	39,772
109-0000-313.30-00	Hotel/Motel Taxes	546,741	520,000	540,000
109-0000-361.10-00	Investment Interest	8,942	10,804	12,540
109-0000-361.10-40	LGIP Earnings	1,526	2,578	7,688
109-0000-361.32-00	Unrealized Gain(Loss)	(37,418)	-	-
Total Lodging Tax Fund Revenues		519,791	887,230	600,000

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Lodging Tax Fund - Expenditures</i>				
Council / Parks and Recreation				
Contracted Services				
109-0401-573.49-51	Promotion-Community Event	92,322	180,730	180,500
109-0401-575.49-33	Chamber of Commerce	70,000	70,000	35,000
109-0401-575.49-34	Washington Center	30,000	280,000	30,000
109-0401-575.49-38	Visitor/Convention Bureau	125,292	110,000	100,000
109-0401-597.10-08	Transfer Out 007 Fund	180,000	180,000	188,000
109-0401-597.11-01	Transfer Out 001 Fund	48,500	48,500	48,500
Total Contracted Services		546,114	869,230	582,000
Performing Arts & Parks Events				
109-0601-573.49-54	Concert Series/Events	17,285	18,000	18,000
Total Performing Arts & Parks Events		17,285	18,000	18,000
Total Lodging Tax Fund Expenditures		563,399	887,230	600,000



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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 that satisfy HUD’s CDBG National Objective (a project must benefit Low-and-moderate income (LMI) persons). In the past, Lacey used CDBG funding for affordable housing rehabilitation and preservation; construction of an early-learning childcare center; and construction and expansion of the Virgil Clarkson Senior Center and Lacey Veteran Services Hub. Prior to 2013, the City competed for CDBG funds through Washington State’s Small Cities CDBG program. In 2012, the City joined the Thurston County Urban CDBG partnership for 2013-2015. The City has continued to participate in this partnership for three additional funding cycles, 2016-2018, 2019-2021, 2022-2024. In each cycle, CDBG funding rotates every three years among the following entities: Thurston County (including south county communities, Tenino, Rainier, Bucoda, Yelm); City of Lacey; and City of Tumwater. Lacey last received CDBG funds as part of the Thurston County Urban CDBG partnership in 2023. Thurston County provides administration of the Thurston County Urban CDBG program (this funding is not included within the City’s Budget).

2023 CDBG ACCOMPLISHMENTS (CDBG from Thurston County Urban CDBG partnership)

- City allocated a total of \$1,054,198 to:
 - \$142,355 in funding for public services, see table below.
 - \$911,843 in funding for capital projects supporting affordable housing, see table below.

CDBG Category	Organization Name	Application Title	Purpose	Funding
Public services	Boys and Girls Clubs of Thurston County	Lacey Club Scholarships for Youth Experiencing Homelessness	Lacey Club Scholarships	\$50,000
Public services	Catholic Community Services SW	The Community Kitchen	Meals for unsheltered / low-income	\$11,355
Public services	Community Action Council of Lewis, Mason and Thurston Counties	Monarch Children’s Justice & Advocacy Center- Child Interviews	Support for abused children and families	\$60,000
Public services	Senior Services for South Sound	Home Share Program	Home sharing program	\$21,000
Public Services Total				\$142,355
Capital Projects: Affordable housing	Foundation For the Challenged	FFC Homes XIII-Lacey	Housing for extremely low-income individuals with intellection and developmental disabilities	\$150,000
Capital Projects: Affordable housing	Homes First	City of Lacey Rental Housing Property Acquisitions	Housing for low and very low-income	\$338,421.50
Capital Projects: Affordable housing	Low Income Housing Institute (LIHI)	Magnolia Villa Apartments - Capital Support	Preservation of affordable housing for low income, 40-50% AMI	\$338,421.50
Capital Projects: Affordable housing	Rebuilding Together Thurston County (RTTC)	Critical Home Repairs Program (CDBG - Lacey)	Preservation of affordable housing	\$30,000
Capital Projects:	South Puget Sound Habitat for Humanity	Critical Home Repairs - Lacey CDBG	Preservation of affordable housing	\$55,000
Capital Projects Total				\$911,843
Total CDBG				\$1,054,198

BUDGET SUMMARY

The total 2024 budget for the Community Development Block Grant (CDBG) Fund is **\$769**.

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Community Development Block Grant Fund-Revenues</i>				
Revenues				
120-0000-361.10-00	Investment Interest	285	387	477
120-0000-361.10-40	LGIP Earnings	49	92	292
120-0000-361.32-00	Unrealized Gain(Loss)	(1,170)	-	-
Total Community Dev. Block Grant Fund Revenues		(836)	479	769

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Community Development Block Grant Fund-Expenditures</i>				
Public Affairs and Community Relations				
General Services				
120-3701-508.30-00	Restricted Funds	-	479	769
Total Community Dev. Block Grant Fund Expenditures		-	479	769



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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 District, with Lacey City Council approval, decreased assessments for all properties by 10.0 percent starting in 2020. The amount of money to be raised by special assessments is approximately \$43,000 per year.

BUDGET SUMMARY

For 2024, the operating budget will be **\$48,931**.

2024 PROJECTS, GOALS AND PRIORITIES

- Follow the adopted 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	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Hicks Lake Management District Fund - Revenues</i>				
Revenues				
130-0000-359.60-03	HLMD#1 Delq. Penalties	64	-	-
130-0000-361.10-00	Investment Interest	997	1,464	1,872
130-0000-361.10-40	LGIP Earnings	181	349	1,148
130-0000-361.11-10	HLMD#1 Invest Interest	16	2	2
130-0000-361.32-00	Unrealized Gain(Loss)	(3,723)	-	-
130-0000-361.41-20	HLMD#1 Delq. interest	43	78	9
130-0000-368.50-10	Hicks LMD#1	43,590	45,900	45,900
Total Hicks Lake Management Fund Revenues		41,168	47,793	48,931

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Hicks Lake Management District Fund - Expenditures</i>				
Hicks Lake Management				
General Services				
130-0401-553.41-70	Hicks Lake Mgmt Dist	37,266	47,793	48,931
Total Hicks Lake Management Fund Expenditures		37,266	47,793	48,931



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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:

- 2015 Unlimited General Obligation Refunding Bonds (originally issued as \$4.985 million of Parks Improvement Bonds in 2003)

Non-property tax supported debt includes:

- 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, 2023 is \$1,630,000. The total outstanding Limited Tax General Obligation debt as of September 30, 2023 is \$2,580,000.

BUDGET SUMMARY

The total 2024 debt service budget is **\$954,262**.

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>G. O. Bond Fund - Revenues</i>				
Revenues				
201-0000-311.10-00	Property Taxes-Current	677,641	682,050	357,700
201-0000-311.15-00	Property Taxes-Delinquent	1,215	5,000	2,500
201-0000-361.10-00	Investment Interest	5,475	7,366	12,189
201-0000-361.10-40	LGIP Earnings	1,205	2,697	7,473
201-0000-361.11-00	Interest Earnings	767	121	-
201-0000-361.32-00	Unrealized Gain(Loss)	120	-	-
201-0000-397.10-05	Transfer In 307 Fund	576,400	573,200	574,400
Total General Obligation Bond Fund Revenues		1,262,823	1,270,434	954,262

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>G. O. Bond Fund - Expenditures</i>				
G.O. Debt - Finance				
G.O. Debt Supported				
201-1904-591.70-18	2012 Refunding(2003 Parks)	305,000	315,000	-
201-1904-591.70-19	2015 UTGO RFDG (06 Parks)	295,000	310,000	320,000
201-1904-592.80-18	Interest UTGO 2012 Refund	18,600	9,450	-
201-1904-592.80-19	2015 UTGO RFDG (06 Parks)	64,400	52,600	40,200
Total G.O. Debt Supported		683,000	687,050	360,200
L.T.G.O. & Loans				
201-1905-508.50-00	Assigned Funds	-	10,184	19,662
201-1905-591.70-20	2015 LTGO RFDG (07 RAC)	455,000	470,000	490,000
201-1905-592.80-20	2015 LTGO RFDG (07 RAC)	121,400	103,200	84,400
201-1905-597.02-01	Transfer Out 301 Fund	314,990	-	-
Total L.T.G.O. & Loans		891,390	583,384	594,062
Total General Obligation Bond Fund Expenditures		1,574,390	1,270,434	954,262



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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 paid-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. Currently, there is no outstanding debt in this fund.

BUDGET SUMMARY

The total 2024 budget is **\$138,134**.

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>L.I.D. Bond Fund - Revenues</i>				
Revenues				
202-0000-361.10-00	Investment Interest	25,069	34,038	49,870
202-0000-361.10-40	LGIP Earnings	4,371	8,121	30,573
202-0000-361.11-00	Interest Earnings	745	759	-
202-0000-361.32-00	Unrealized Gain(Loss)	(104,247)	-	-
202-0000-366.10-10	Interest - (451) (ULID23)	16,033	15,163	14,257
202-0000-381.20-10	Loan Repayment 451 Fund	-	22,103	23,009
202-0000-397.11-50	Transfer In 450 Fund	20,425	20,425	20,425
Total L.I.D. Bond Fund Revenues		(37,604)	100,609	138,134

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>L.I.D. Bond Fund - Expenditures</i>				
L.I.D. Debt - Finance				
L.I.D. Bond				
202-1906-508.50-00	Assigned Funds	-	100,609	138,134
Total L.I.D. Bond Fund Expenditures		-	100,609	138,134



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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 2024 budget is **\$29,266,359**.

2024 PROGRAMS, GOALS AND PRIORITIES

- Police Station Site Development and Construction

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Building Improvement Fund - Revenues</i>				
Revenues				
301-0000-308.00-00	Estimated Beginning Cash	-	2,756,911	8,523
301-0000-334.04-22	Commerce/CSHD	393,844	-	-
301-0000-361.10-00	Investment Interest	63,653	95,465	65,698
301-0000-361.10-40	LGIP Earnings	11,425	22,776	40,277
301-0000-361.32-00	Unrealized Gain(Loss)	(208,321)	-	-
301-0000-367.26-00	Museum Depot Project	706	-	-
301-0000-397.00-00	Transfers In	314,990	-	-
301-0000-397.10-08	Transfer In 102 Fund	-	-	11,657,735
301-0000-397.11-01	Transfer In 001,003,005	108,615	4,978,216	17,494,126
Total Building Improvement Fund Revenues		684,912	7,853,368	29,266,359

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Building Improvement Fund - Expenditures</i>				
Building Improvement				
Building Improvement				
301-0101-508.90-00	Unassigned Funds	-	72,366	55,975
301-0101-514.60-02	Capital Outlay-Public Art	-	50,000	50,000
301-0101-514.60-03	Capital-Improvements	531,274	566,623	-
301-0101-514.60-04	Capital Outlay-Buildings	1,059,884	3,124,379	29,160,384
301-0101-514.60-05	Capital Outlay-Land	(2,848)	4,040,000	-
Total Building Improvement Fund Expenditures		1,588,310	7,853,368	29,266,359



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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.

1. Operating Capital and Reserves
2. Capital Improvement Projects

The 2024 budget is **\$1,241,020**.

2024 PROGRAMS, GOALS AND PRIORITIES

A full listing of Capital Equipment expenditures is provided in the Budget Summary section of this document.

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Capital Equipment Fund - Revenues</i>				
Revenues				
302-0000-308.00-00	Estimated Beginning Cash	-	2,323,199	332,250
302-0000-321.91-01	PEG Fees	32,109	39,000	39,000
302-0000-361.10-00	Investment Interest	32,883	43,891	51,776
302-0000-361.10-40	LGIP Earnings	5,538	10,471	31,742
302-0000-361.11-00	Interest Earnings	816	832	-
302-0000-361.32-00	Unrealized Gain(Loss)	(132,040)	-	-
302-0000-367.00-00	Contributions	6,000	6,000	6,000
302-0000-391.90-03	Police- Financed Cameras	635,729	-	-
302-0000-397.10-04	Transfer In - Utility Tax	327,835	-	-
302-0000-397.11-01	Transfer In 001,003,005	186,549	1,150,602	780,252
Total Capital Equipment Fund Revenues		1,095,419	3,573,995	1,241,020

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Capital Equipment Fund - Expenditures</i>				
General Fund Capital				
Capital Equipment				
302-0102-519.64-02	Capital-City Manager	197	-	-
302-0102-519.64-04	Capital-Community Relatio	27,152	149,807	4,828
302-0102-519.64-05	Capital-Finance	9,691	18,369	-
302-0102-519.64-06	Capital-Common Facilities	236,058	238,587	-
302-0102-519.64-07	Capital-Common Fac.-Shop	-	-	82,250
302-0102-519.64-10	Capital-Police	855,716	1,101,174	521,854
302-0102-519.64-11	Capital-Public Works-Admi	24,101	44,756	41,825
302-0102-519.64-12	Capital-Public Works-Pks	39,463	188,821	134,487
302-0102-519.64-15	Capital-Community Develop	16,762	108,423	21,673
302-0102-519.64-16	Capital-Parks & Recreatio	-	30,024	-
302-0102-519.64-17	Capital-City Streets	32,106	366,689	125,103
302-0102-519.64-20	Public Ed & Govt Prog	16,654	39,000	39,000
302-0102-594.60-21	BWC Installment	127,146	-	-
302-0102-597.11-03	Transfer Out 303 Fund	375,792	-	-
302-0102-597.11-07	Transfer Out 307 Fund	-	805,000	-
Total Capital Equipment		1,760,838	3,090,650	971,020
Projects				
302-0104-542.60-02	Capital-Streetscaping	-	20,000	20,000
302-0104-559.60-01	Economic Development	689	463,345	-
Total Projects		689	483,345	20,000
Capital Projects				
302-0105-597.02-01	Transfer Out 301 Fund	-	-	250,000
Total Capital Projects		-	-	250,000
Total Capital Equipment Fund Expenditures		1,761,527	3,573,995	1,241,020



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PARKS AND OPEN SPACE FUND

The Parks and Open Space Fund was established by Council action in 1989. 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.

SIGNIFICANT PARK DEVELOPMENT PROJECTS:

During 2021-2022 the Greg Cuoio Park & Greenways Master Plan was completed. In 2022 City Council approved development of Greg Cuoio Park Phase 1A, which encompasses 139 acres of the new park. Phase 1A will provide safe entry off of busy Carpenter Road, 50 parking stalls, approximately 2 miles of hard and natural surface trails, 18 holes of disc golf, a park shelter and Phase 1 (~5,000 SF) of a large all-access playground. This project will also include signage, seating, and open play areas to accommodate a multitude of all age and ability users, a sani-can enclosure and maintenance access that can also be used by emergency medical agencies.

General Fund reserves were identified in 2023 and design work is underway. Construction will take place sometime in 2024-2025.

BUDGET SUMMARY

The 2024 budget is **\$5,691,426**.

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Parks and Open Space Fund - Revenues</i>				
Revenues				
303-0000-308.00-00	Estimated Beginning Cash	-	109,199	82,000
303-0000-361.10-00	Investment Interest	7,700	16,259	2,266
303-0000-361.10-40	LGIP Earnings	1,774	3,879	1,389
303-0000-361.32-00	Unrealized Gain(Loss)	(12,365)	-	-
303-0000-362.50-20	Lease - Facilities	1,408	-	-
303-0000-362.60-10	Lease - Rental House	15,952	15,952	15,952
303-0000-367.00-00	Contributions	-	-	110,000
303-0000-397.11-01	Transfer In 001,003,005	1,560,053	1,024,577	5,479,819
Total Parks and Open Space Fund Revenues		1,574,522	1,169,866	5,691,426

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Parks and Open Space Fund - Expenditures</i>				
Parks and Recreation				
Parks and Open Space Fund Expenditures				
303-0106-508.90-00	Unassigned Funds	-	36,090	4,607
303-0106-576.48-03	Rep & Maint-Facilities	4,823	-	-
303-0106-576.60-01	Capital Outlays-Equipment	-	303,449	-
303-0106-576.60-03	Capital-Improvements	1,461,001	830,327	5,686,819
303-0106-576.60-04	Capital Outlay-Buildings	1,594	-	-
Total Parks and Open Space Fund Expenditures		1,467,418	1,169,866	5,691,426



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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 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 RAC opened in May 2009. In June 2010, Thurston County transferred its share of ownership along with all responsibilities for operation and maintenance to the City of Lacey.

BUDGET SUMMARY

The 2024 budget is **\$1,796,354** for capital improvements.

This budget accounts for the \$574,400 transferred out to cover debt service for the 2007 LTGO Park Bond. Phase III (26 acres) is slated for future development, dependent on generating sufficient revenue for operation, maintenance and development.

2024 PROGRAMS, GOALS AND PRIORITIES

- Construction for parking lot improvements
- Phase III concept design

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Regional Athletic Complex Capital Fund - Revenues</i>				
Revenues				
307-0000-308.00-00	Estimated Beginning Cash	-	1,774,242	-
307-0000-338.10-10	Capital Area - PFD	1,668,884	1,589,568	1,697,445
307-0000-361.10-00	Investment Interest	30,707	41,800	61,318
307-0000-361.10-40	LGIP Earnings	5,712	9,973	37,591
307-0000-361.11-00	Interest Earnings	1,031	1,051	-
307-0000-361.32-00	Unrealized Gain(Loss)	(123,336)	-	-
307-0000-397.10-12	Transfer In 001,003,005	-	1,305,000	-
Total Regional Athletic Complex Capital Fund Revenues		1,582,998	4,721,634	1,796,354

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Regional Athletic Complex Capital Fund - Expenditures</i>				
Regional Athletic Complex				
Regional Athletic Complex Capital				
307-0106-508.50-00	Assigned Funds	-	1,061,192	915,467
307-0106-576.60-01	Capital Outlays-Equipment	-	177,705	58,487
307-0106-576.60-03	Capital-Improvements	399,133	91,537	240,000
307-0106-576.62-18	PFD - Administrative Cost	2,991	8,000	8,000
307-0106-576.62-19	Sport Com-Prel Design	-	5,000	-
307-0106-576.62-21	Sport Com-Contractor Prim	-	2,805,000	-
307-0106-597.69-03	Transfer Out 201 Fund	576,400	573,200	574,400
Total Regional Athletic Complex Capital Fund Expenditures		978,524	4,721,634	1,796,354



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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. 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 twenty City-owned production wells, three treatment facilities, over 400 miles of distribution lines, numerous pressure control devices, and eight storage reservoirs. There is also an intertie with the City of Olympia through which the City of Lacey purchases a limited amount of water via a supply agreement.

Public Works programs include distribution line maintenance and repair, water quality and regulatory compliance, resource management, conservation, wellhead protection, water production, storage operations, and system engineering. Financial services include meter reading, accounting, billing, and collections. The Operations Division is responsible for, daily operation of the system, SCADA, water production, treatment, chlorine production, well source rehabilitation, system repairs, preventive maintenance, hydraulic modeling, engineering, development review, and construction support. Planning, capital improvements, regulatory compliance, community education/outreach, design, capital programming, and source development are provided by the Water Resources and Engineering Divisions. Water Utility maintenance services are provided by 25 full-time employees.

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 seven programs:

1. General Services
2. Customer Service
3. Production and Storage
4. System Maintenance
5. Cross Connection Control
6. Water Quality
7. Reclaimed Water

The 2024 operating budget for the Utility is **\$22,114,117**. Water revenues are obtained from water rates with no support from the City's operating levy or general fund.

2024 PROGRAMS, GOALS AND PRIORITIES

- Maximize production capabilities from existing water production facilities.
- Continue priority programs such as leak detection, cross connection control, waterline cleaning, water conservation, education, and outreach.
- Develop large water-meter preventative maintenance program consisting of annual inspection, maintenance and replacement.

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 four tier fees instead of the two 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 2021 through 2024. 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.

2024 Rates and Cost Per 100 Cubic Feet (1)

	2021	2022	2023	2024
Base Rate	\$ 17.45	\$ 18.37	\$ 19.33	\$ 20.35
First 600 c.f.	1.4526	1.5288	1.6092	1.3935
Tier 2 (601 to 1,200 c.f.) Per 100 c.f.	3.4096	3.5887	3.7770	3.9754
Tier 3 (1,201 to 2,400 c.f.) Per 100 c.f.	4.3578	4.5866	4.8274	5.0808
Tier 4 (2401 plus) Per 100 c.f.	5.8190	6.1245	6.4460	6.7845

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

	2021	2022	2023	2024
Base Rate	\$ 17.45	\$ 18.37	\$ 19.33	\$ 20.35
Consumption	<u>12.12</u>	<u>12.76</u>	<u>13.43</u>	<u>14.14</u>
Total	\$ 29.57	\$ 31.13	\$ 32.76	\$ 34.49

(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	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Water Utility Fund - Revenues</i>				
Revenues				
401-0000-308.00-00	Estimated Beginning Cash	-	2,123,283	-
401-0000-333.97-36	CFDA #97.036	3,008	-	-
401-0000-343.05-00	Shut-Offs	175	15,000	15,000
401-0000-343.40-01	Sales	15,461,804	14,159,011	21,251,173
401-0000-343.40-02	Penalties	161,020	100,000	100,000
401-0000-345.83-01	Plan Check Fees	11,631	-	-
401-0000-345.83-02	Inspection Services	30,264	25,000	25,000
401-0000-348.95-00	Engineering Services Fees	1,444	2,975	-
401-0000-361.10-00	Investment Interest	79,206	80,954	178,508
401-0000-361.10-40	LGIP Earnings	13,810	19,314	109,436
401-0000-361.11-00	Interest Earnings	6,984	7,118	-
401-0000-361.15-00	Leases	43,737	-	-
401-0000-361.32-00	Unrealized Gain(Loss)	(376,890)	-	-
401-0000-362.51-00	Cell Tower Lease	197,720	200,000	200,000
401-0000-362.90-00	Hydrant Meter Rental	68,833	50,000	50,000
401-0000-369.10-00	Sale of Scrap & Surplus	10,428	-	-
401-0000-369.11-00	Sale of Meters	149,854	150,000	150,000
401-0000-369.40-00	Court Fees /Judgments	8,696	-	-
401-0000-369.81-00	Cash Over & Short	(131)	-	-
401-0000-369.90-00	Other Misc Revenue	167	-	-
401-0000-369.90-01	Olympia Share WCGRRF M&O	3,117	-	-
401-0000-369.97-00	Escrow Search Fees	38,736	35,000	35,000
401-0000-397.11-01	Transfer In 001,003,005	1,084,790	950,667	-
Total Water Utility Fund Revenues		16,998,403	17,918,322	22,114,117

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Water Utility Fund - Expenditures</i>				
Public Works Water Division				
General Services				
401-3401-534.10-01	Salaries-Regular	918,186	1,013,893	1,152,955
401-3401-534.10-05	Salaries-Overtime	38,596	35,000	35,000
401-3401-534.20-01	Employer Paid Benefits	401,716	416,125	475,710
401-3401-534.20-42	GASB68 Pension Expense	(329,432)	-	-
401-3401-534.31-01	Office & Operating Supply	11,153	11,757	11,757
401-3401-534.31-02	Small Tools & Equipment	-	500	1,040
401-3401-534.31-17	Supplies-Uniform Purchase	16,057	8,412	10,212
401-3401-534.31-23	Office & Operating- Bldg	303	-	-
401-3401-534.31-27	Software Upgrade	-	2,000	26,000
401-3401-534.31-35	Replaced Equipment	9,912	30,000	30,000
401-3401-534.41-01	Prof. Svc-Other	229,683	22,750	129,750
401-3401-534.41-02	Prof. Svc-Engineering	484,738	563,793	423,003
401-3401-534.41-05	Prof. Svc-Audit	11,315	9,425	9,425
401-3401-534.41-15	Prof. Svc-Legal	26,032	20,000	20,000
401-3401-534.41-17	Prof. Svc-Water Resources	489,886	799,926	813,976
401-3401-534.41-32	Prof. Svc-Utility Locates	4,657	2,000	2,000
401-3401-534.41-45	Long Lake Mgmt Dist	13,337	7,500	7,500
401-3401-534.42-01	Telecommunications	4,144	6,000	6,000
401-3401-534.43-01	Transportation/Per Diem	2,910	12,372	12,372
401-3401-534.43-02	Dues, Subscriptions, Publ	6,046	5,128	10,128
401-3401-534.43-03	Registrations	23,157	31,530	33,030
401-3401-534.45-01	Equipment Rental	4,071	3,484	4,535
401-3401-534.45-02	IMS Rental	181,035	183,920	277,220
401-3401-534.45-03	Copier Rental	1,924	2,280	2,280
401-3401-534.45-08	Lease Miscellaneous	2,070	6,900	6,900
401-3401-534.46-01	Insurance-Liability	51,552	67,173	76,994
401-3401-534.46-02	Insurance-Fire/Property	2,176	7,086	7,545
401-3401-534.47-01	Utility-Electric	9,016	8,465	8,465
401-3401-534.47-02	Utility-City of Lacey	9,093	4,500	4,500
401-3401-534.47-03	Utility Gas	2,693	3,706	3,706
401-3401-534.47-07	Utility-Solid Waste	9,240	8,300	38,300
401-3401-534.48-01	Rep & Maint-Equipment	1,139	2,528	2,528
401-3401-534.48-03	Rep & Maint-Facilities	4,213	35,600	17,000
401-3401-534.49-02	Printing & Binding	-	500	500
401-3401-534.49-03	Recording Fees	5,456	5,000	5,000

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Water Utility Fund - Expenditures</i>				
Public Works Water Division				
General Services -Continued				
401-3401-534.49-06	Maintenance Contracts	3,698	5,655	5,655
401-3401-534.49-10	Uniform Contract/Cleaning	22	1,000	1,000
401-3401-534.49-23	Custodial	10,947	14,004	14,004
401-3401-534.49-25	Assessments/Taxes	1,824	18,210	18,210
401-3401-534.49-28	Misc - Disposal Fees	21	-	-
401-3401-534.49-35	CDL-Physicals/Licenses	1,286	210	210
401-3401-534.50-90	Indirect Cost Plan Charge	642,693	756,340	732,127
401-3401-534.60-01	Capital Outlays-Equipment	31,537	204,438	166,796
401-3401-534.60-99	Capitalized Assets	(4,750)	-	-
401-3401-587.60-99	Capital-Transferred Out	4,750	-	-
Total General Services		3,338,102	4,337,410	4,603,333
Customer Service				
401-3402-514.10-01	Salaries-Regular	463,106	563,512	583,494
401-3402-514.10-05	Salaries-Overtime	8,324	100	100
401-3402-514.10-06	Salaries-Part-Time	12,528	32,000	32,000
401-3402-514.20-01	Employer Paid Benefits	203,835	254,460	258,826
401-3402-514.31-01	Office & Operating Supply	72,269	10,000	10,000
401-3402-514.31-02	Small Tools & Equipment	6,760	500	500
401-3402-514.31-17	Supplies-Uniform Purchase	1,018	650	650
401-3402-514.31-37	Meters	369,448	1,880,773	1,400,000
401-3402-514.41-01	Prof. Svc-Other	14,973	-	10,000
401-3402-514.41-25	Prof. Svc-Computer	-	750	750
401-3402-514.42-01	Telecommunications	6,743	10,000	10,000
401-3402-514.42-02	Communications-Postage	-	1,000	1,000
401-3402-514.43-01	Transportation/Per Diem	-	2,140	2,140
401-3402-514.43-03	Registrations	-	990	990
401-3402-514.45-01	Equipment Rental	16,323	13,973	18,184
401-3402-514.45-02	IMS Rental	40,338	40,981	61,771
401-3402-514.46-06	AWC-L & I Pool	-	3,312	3,312
401-3402-514.48-01	Rep & Maint-Equipment	-	5,000	5,000
401-3402-514.49-01	Excise Taxes	892,278	942,863	1,016,107
401-3402-514.49-02	Printing & Binding	-	8,900	8,900
401-3402-514.49-06	Maintenance Contracts	454,068	200,000	200,000
401-3402-514.49-10	Uniform Contract/Cleaning	652	500	500

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Water Utility Fund - Expenditures</i>				
Public Works Water Division				
Customer Service-Continued				
401-3402-514.49-27	Bad Debt Expense	218	6,600	6,600
401-3402-514.49-30	Software Maintenance	-	79,535	1,000
401-3402-514.49-60	Contractual Services	374,625	300,000	300,000
401-3402-597.69-04	Transfer Out 410 Fund	4,315,038	3,997,451	7,255,488
Total Customer Service		7,252,544	8,355,990	11,187,312
Production and Storage				
401-3403-534.10-01	Salaries-Regular	616,050	640,177	900,817
401-3403-534.10-05	Salaries-Overtime	9,893	19,000	19,000
401-3403-534.20-01	Employer Paid Benefits	278,426	298,788	386,802
401-3403-534.31-01	Office & Operating Supply	5,368	10,145	10,145
401-3403-534.31-02	Small Tools & Equipment	7,992	20,395	20,395
401-3403-534.31-11	Water Treatment Supplies	147,734	100,000	-
401-3403-534.31-28	Conf Space-Safety Equip	1,478	-	-
401-3403-534.31-48	Repairs & Maintenance	339,596	581,382	512,300
401-3403-534.34-01	Fuel	3,484	1,000	1,000
401-3403-534.41-01	Prof. Svc-Other	68,610	129,130	91,100
401-3403-534.41-16	Prof. Svc-Parks	43,584	57,877	95,512
401-3403-534.41-23	Prof. Svc-H2O Smpls-DSHS	-	1,500	1,500
401-3403-534.42-01	Telecommunications	16,587	13,300	14,380
401-3403-534.45-01	Equipment Rental	69,184	59,220	77,069
401-3403-534.45-05	Rentals-Other	-	3,100	3,100
401-3403-534.46-02	Insurance-Fire/Property	59,017	48,854	141,012
401-3403-534.47-01	Utility-Electric	786,841	615,000	615,000
401-3403-534.47-02	Utility-City of Lacey	13,600	7,000	7,000
401-3403-534.47-03	Utility Gas	13,089	-	-
401-3403-534.47-06	Olympia Water Agreement	-	44,210	594,210
401-3403-534.48-01	Rep & Maint-Equipment	4,713	13,067	2,500
401-3403-534.48-03	Rep & Maint-Facilities	32,151	30,000	78,000
401-3403-534.48-11	Rep & Maint-Telemetry	32,535	95,000	95,000
401-3403-534.48-18	Generators	-	9,000	9,000
401-3403-534.49-06	Maintenance Contracts	2,041	31,790	31,790
401-3403-534.49-28	Misc - Disposal Fees	593	600	600
401-3403-534.49-30	Software Maintenance	804	-	1,000
401-3403-534.60-01	Capital Outlays-Equipment	67,247	5,563	102,648

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Water Utility Fund - Expenditures</i>				
Public Works Water Division				
Production and Storage-Continued				
401-3403-534.60-99	Capitalized Assets	(65,137)	-	-
401-3403-587.60-99	Capital-Transferred Out	65,137	-	-
Total Production and Storage		2,620,617	2,835,098	3,810,880
System Maintenance				
401-3404-534.10-01	Salaries-Regular	661,336	852,397	941,645
401-3404-534.10-05	Salaries-Overtime	24,818	10,800	10,800
401-3404-534.20-01	Employer Paid Benefits	318,658	410,239	445,423
401-3404-534.31-01	Office & Operating Supply	27,178	12,150	12,150
401-3404-534.31-02	Small Tools & Equipment	26,693	18,218	18,218
401-3404-534.31-19	Inventory	102,396	269,923	230,000
401-3404-534.31-20	Street Restoration	21,118	20,000	20,000
401-3404-534.31-26	Valves	116,286	108,650	108,650
401-3404-534.31-37	Meters	-	44,791	-
401-3404-534.31-38	Hydrant Meters	17,306	9,000	9,000
401-3404-534.41-01	Prof. Svc-Other	5,574	9,050	9,050
401-3404-534.42-01	Telecommunications	12,184	11,250	11,250
401-3404-534.45-01	Equipment Rental	345,665	295,886	385,061
401-3404-534.45-05	Rentals-Other	443	2,300	2,300
401-3404-534.49-28	Misc - Disposal Fees	60	-	-
401-3404-534.60-01	Capital Outlays-Equipment	33,898	32,625	25,000
401-3404-534.60-99	Capitalized Assets	(73,526)	-	-
401-3404-587.60-99	Capital-Transferred Out	55,699	-	-
Total System Maintenance		1,695,786	2,107,279	2,228,547
Construction Utility				
401-3405-534.10-05	Salaries-Overtime	1,204	-	-
401-3405-534.20-01	Employer Paid Benefits	240	-	-
Total Construction Utility		1,444	-	-
Cross Connection Control				
401-3406-534.31-01	Office & Operating Supply	-	3,600	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

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Water Utility Fund - Expenditures</i>				
Public Works Water Division				
Cross Connection Control-Continued				
401-3406-534.49-35	CDL-Physicals/Licenses	-	120	120
Total Cross Connection Control		-	6,170	6,170
Water Quality				
401-3407-534.31-01	Office & Operating Supply	513	750	750
401-3407-534.31-02	Small Tools & Equipment	88	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 Smpls-DSHS	53,287	80,000	80,000
401-3407-534.42-01	Telecommunications	-	500	500
401-3407-534.42-02	Communications-Postage	5,125	9,500	9,500
401-3407-534.43-02	Dues, Subscriptions, Publ	-	500	500
401-3407-534.48-01	Rep & Maint-Equipment	-	20,250	20,250
401-3407-534.49-02	Printing & Binding	5,159	18,600	18,600
401-3407-534.49-32	Operating Permit-DSHS	35,079	36,000	37,000
401-3407-534.49-44	Project Green	2,500	3,100	3,600
401-3407-534.49-55	Conservation Program	30,156	64,500	64,500
Total Water Quality		131,907	276,075	277,575
Reclaimed Water				
401-3408-534.10-01	Salaries-Regular	4,410	-	-
401-3408-534.20-01	Employer Paid Benefits	1,972	-	-
401-3408-534.41-01	Prof. Svc-Other	4,908	-	-
401-3408-534.47-01	Utility-Electric	226	300	300
Total Water Quality		11,516	300	300
Total Water Utility Fund Expenditures		15,051,916	17,918,322	22,114,117

PUBLIC WORKS-WASTEWATER UTILITY FUND

Lacey's Wastewater Utility consists of a collection system of sewer pipelines, sewage pump stations, STEP systems, grinders 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 188 miles of sewer transmission lines, 66 miles of STEP transmission lines, 48 lift stations and approximately 4948 residential and community STEP systems, 300 grinders and 10 Odor Control & Corrosion facilities.

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.

The Wastewater Utility is supported by 17 full-time employees in the Public Works Operations and Maintenance Division. This support includes repair and maintenance of pipe and pumping infrastructure, planning and capital improvements, design and construction compliance, infrastructure analysis, odor control and corrosion measures, septic system conversion to public sewer and administrative support.

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:

1. Supervision and Support
2. Utility Billing
3. Maintenance - Wastewater Lift Stations
4. Maintenance - Wastewater Mains (collection system)
5. Maintenance - STEP Systems

The total 2024 operating budget for the Wastewater Utility is **\$24,123,504**, of which \$14,538,071 will be paid to LOTT Alliance for treatment plant operations and capital requirements.

2024 PROGRAMS, GOALS AND PRIORITIES

- Continue Community outreach and education to eliminate or reduce F.O.G. (Fats, Oils, Grease)
- Continue efforts in reconstructing and replacing aging gravity sewer pipes, pump stations retrofits, and onsite septic system conversions
- Continue priority programs such as lift station maintenance, odor control, sewer main cleaning and televising, STEP and grinder maintenance

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)	2020	2021	2022	2023	2024
Maintenance/Operations	\$19.69	\$20.79	\$22.98	\$25.37	\$28.00
Replacement Reserves	1.25	1.25	1.25	1.25	1.25
Construction/Capital	1.00	1.00	1.00	1.00	1.00
Subtotal	21.94	23.04	25.23	27.62	30.25
LOTT Charges	41.00	42.23	43.50	44.80	46.15
Total Monthly Charges	\$62.94	\$65.27	\$68.73	\$72.43	\$76.40

(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	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Wastewater Utility Fund - Revenues</i>				
Revenues				
402-0000-308.00-00	Estimated Beginning Cash	-	338,686	-
402-0000-333.97-36	CFDA #97.036	2,632	-	-
402-0000-343.50-01	Sales	7,675,050	8,573,380	9,393,787
402-0000-343.50-02	Penalties	176,093	60,000	60,000
402-0000-343.50-03	LOTT Sales	13,889,813	14,544,275	14,538,071
402-0000-345.83-01	Plan Check Fees	22,430	-	-
402-0000-345.83-02	Inspection Services	33,077	22,000	22,000
402-0000-345.83-04	Inspection Services-STEP	75,966	-	-
402-0000-361.10-00	Investment Interest	45,181	54,293	67,974
402-0000-361.10-40	LGIP Earnings	8,007	12,953	41,672
402-0000-361.32-00	Unrealized Gain(Loss)	(248,233)	-	-
402-0000-369.10-00	Sale of Scrap & Surplus	4,300	-	-
402-0000-369.40-00	Court Fees /Judgments	9,261	-	-
Total Wastewater Utility Fund Revenues		21,693,577	23,605,587	24,123,504

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Wastewater Utility Fund - Expenditures</i>				
Public Works Wastewater Division				
General Services				
402-3501-508.90-00	Unassigned Funds	-	-	269,159
402-3501-535.10-01	Salaries-Regular	438,723	595,734	600,039
402-3501-535.10-05	Salaries-Overtime	18,231	8,200	8,200
402-3501-535.20-01	Employer Paid Benefits	183,148	242,313	236,879
402-3501-535.20-03	Unemployment Compensation	-	500	500
402-3501-535.20-42	GASB68 Pension Expense	(154,526)	-	-
402-3501-535.31-01	Office & Operating Supply	9,213	10,113	10,113
402-3501-535.31-02	Small Tools & Equipment	-	850	1,390
402-3501-535.31-17	Supplies-Uniform Purchase	8,290	7,107	8,907
402-3501-535.31-23	Office & Operating- Bldg	265	-	1,000
402-3501-535.31-27	Software Upgrade	1,969	285	25,285
402-3501-535.31-35	Replaced Equipment	2,951	30,000	30,000
402-3501-535.41-01	Prof. Svc-Other	133,402	30,287	133,287
402-3501-535.41-02	Prof. Svc-Engineering	528,403	391,224	340,691
402-3501-535.41-05	Prof. Svc-Audit	12,485	11,500	11,500
402-3501-535.41-15	Prof. Svc-Legal	293	2,890	2,890
402-3501-535.41-17	Prof. Svc-Water Resources	90,487	239,572	211,496
402-3501-535.41-32	Prof. Svc-Utility Locates	1,663	2,000	2,000
402-3501-535.42-01	Telecommunications	2,693	1,770	2,770
402-3501-535.43-01	Transportation/Per Diem	3,393	9,900	9,900
402-3501-535.43-02	Dues, Subscriptions, Publ	520	4,447	4,447
402-3501-535.43-03	Registrations	9,791	11,000	17,500
402-3501-535.45-01	Equipment Rental	8,669	8,675	11,659
402-3501-535.45-02	IMS Rental	109,650	117,689	190,715
402-3501-535.45-03	Copier Rentals	1,763	1,995	1,995
402-3501-535.45-08	Lease Miscellaneous	340	3,000	3,000
402-3501-535.46-01	Insurance-Liability	30,931	42,515	48,731
402-3501-535.46-02	Insurance-Fire/Property	1,904	1,741	6,602
402-3501-535.47-01	Utility-Electric	8,344	32,000	32,000
402-3501-535.47-02	Utility-City of Lacey	66	2,288	2,288
402-3501-535.47-03	Utility-Natural Gas	2,501	3,000	3,000
402-3501-535.47-04	LOTT Treatment	13,846,624	14,544,275	14,538,071
402-3501-535.47-07	Utility-Solid Waste	8,024	7,500	17,500
402-3501-535.48-01	Rep & Maint-Equipment	996	2,212	2,212
402-3501-535.48-03	Rep & Maint-Facilities	3,686	31,400	2,000

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Wastewater Utility Fund - Expenditures</i>				
Public Works Wastewater Division				
General Service-Continued				
402-3501-535.49-02	Printing & Binding	-	10,400	10,400
402-3501-535.49-03	Recording Fees	9,848	3,000	3,000
402-3501-535.49-06	Maintenance Contracts	3,562	4,073	4,073
402-3501-535.49-10	Uniform Contract/Cleaning	22	1,000	1,000
402-3501-535.49-23	Custodial	9,579	12,256	12,256
402-3501-535.49-25	Assessments/Taxes	302	301	301
402-3501-535.49-30	Software Maintenance	804	3,000	3,000
402-3501-535.49-35	CDL-Physicals/Licenses	1,046	340	1,340
402-3501-535.50-90	Indirect Cost Plan Charge	482,403	550,654	614,300
402-3501-535.60-01	Capital Outlays-Equipment	2,038	116,422	279,819
Total General Services		15,824,496	17,099,428	17,717,215
Customer Service				
402-3502-514.10-01	Salaries-Regular	39,885	31,302	51,428
402-3502-514.10-05	Salaries-Overtime	926	100	100
402-3502-514.20-01	Employer Paid Benefits	16,066	13,052	21,170
402-3502-514.31-01	Office & Operating Supply	-	3,100	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	-	9,080	9,080
402-3502-514.45-01	Equipment Rental	5,206	5,210	7,001
402-3502-514.45-02	IMS Rental	10,728	11,514	18,658
402-3502-514.45-08	Lease Miscellaneous	-	1,000	1,000
402-3502-514.46-06	AWC-L & I Pool	-	2,071	2,071
402-3502-514.49-01	Excise Taxes	311,575	375,073	419,535
402-3502-514.49-02	Printing & Binding	-	1,450	1,450
402-3502-514.49-10	Uniform Contract/Cleaning	-	60	60
402-3502-514.49-27	Bad Debt Expense	556	9,000	9,000
402-3502-597.02-03	Transfer Out 411 Fund	841,437	2,257,121	673,092
Total Customer Service		1,226,379	2,719,413	1,217,025
Lift Station Maintenance				
402-3503-535.10-01	Salaries-Regular	576,690	735,310	961,280
402-3503-535.10-05	Salaries-Overtime	10,443	12,000	12,000
402-3503-535.20-01	Employer Paid Benefits	289,966	358,752	431,872
402-3503-535.31-01	Office & Operating Supply	29,550	26,500	26,500

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Wastewater Utility Fund - Expenditures</i>				
Public Works Wastewater Division				
Lift Station Maintenance-Continued				
402-3503-535.31-02	Small Tools & Equipment	14,466	12,700	12,700
402-3503-535.31-48	Repairs & Maintenance	338,069	319,318	315,990
402-3503-535.32-01	Electrical Supplies	-	-	20,000
402-3503-535.34-01	Fuel	7,468	4,300	4,300
402-3503-535.41-01	Prof. Svc-Other	5,519	10,400	10,400
402-3503-535.41-16	Prof. Svc-Parks	20,800	14,614	-
402-3503-535.42-01	Telecommunications	20,907	17,300	18,380
402-3503-535.45-01	Equipment Rental	95,362	95,433	128,255
402-3503-535.45-05	Rentals-Other	-	1,000	1,000
402-3503-535.46-02	Insurance-Fire/Property	36,962	33,794	126,834
402-3503-535.47-01	Utility-Electric	117,131	100,000	100,000
402-3503-535.47-02	Utility-City of Lacey	4,267	40,000	40,000
402-3503-535.47-03	Utility-Natural Gas	1,688	2,500	2,500
402-3503-535.47-08	Utility-Private Water	10,711	13,000	13,000
402-3503-535.48-01	Rep & Maint-Equipment	6,309	5,500	5,500
402-3503-535.48-11	Rep & Maint-Telemetry	35,475	50,064	50,064
402-3503-535.48-12	Rep & Maint-Liftstations	17,207	50,000	50,000
402-3503-535.48-18	Rep & Maint-Generator	11,396	20,000	20,000
402-3503-535.49-06	Maintenance Contracts	-	-	1,000
402-3503-535.49-30	Software Maintenance	-	-	5,200
402-3503-535.60-01	Capital Outlays-Equipment	104,407	-	114,167
402-3503-535.60-99	Capitalized Assets	(109,623)	-	-
402-3503-587.60-99	Capital-Transferred Out	109,623	-	-
Total Lift Station Maintenance		1,754,793	1,922,485	2,470,942
Wastewater Main Maintenance				
402-3504-535.10-01	Salaries-Regular	251,571	284,981	321,218
402-3504-535.10-05	Salaries-Overtime	3,908	6,000	6,000
402-3504-535.20-01	Employer Paid Benefits	118,877	141,821	150,534
402-3504-535.31-01	Office & Operating Supply	6,198	9,730	9,730
402-3504-535.31-02	Small Tools & Equipment	13,974	14,000	14,000
402-3504-535.31-25	Supplies-Odor Control	211,130	240,000	240,000
402-3504-535.31-48	Repairs & Maintenance	2,371	3,000	3,000
402-3504-535.41-01	Prof. Svc-Other	-	3,000	3,000
402-3504-535.41-38	Wastewater Testing	-	500	500
402-3504-535.45-01	Equipment Rental	215,856	216,017	290,310

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 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	30,046	23,000	23,000
402-3504-535.49-28	Misc - Disposal Fees	17	500	500
402-3504-535.60-01	Capital Outlays-Equipment	38,452	131,213	775,000
402-3504-535.60-99	Capitalized Assets	(37,843)	-	-
402-3504-587.60-99	Capital-Transferred Out	37,843	-	-
Total Wastewater Main Maintenance		892,400	1,073,962	1,836,992
S.T.E.P. System Maintenance				
402-3505-535.10-01	Salaries-Regular	210,898	219,964	252,972
402-3505-535.10-05	Salaries-Overtime	17,517	14,500	14,500
402-3505-535.20-01	Employer Paid Benefits	110,532	120,923	131,941
402-3505-535.31-01	Office & Operating Supply	9,252	16,203	16,203
402-3505-535.31-02	Small Tools & Equipment	8,117	10,000	10,000
402-3505-535.31-25	Supplies-Odor Control	68,954	90,000	90,000
402-3505-535.31-48	Repairs & Maintenance	132,903	136,358	136,358
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	138,711	138,815	186,556
402-3505-535.45-05	Rentals-Other	-	50	50
402-3505-535.48-01	Rep & Maint-Equipment	-	3,800	3,800
402-3505-535.48-17	Rep & Maint-Grinders	40,796	36,000	36,000
402-3505-535.49-28	Misc - Disposal Fees	40	-	-
402-3505-535.60-99	Capitalized Assets	(2,118)	-	-
402-3505-587.60-99	Capital-Transferred Out	2,118	-	-
Total S.T.E.P. System Maintenance		737,720	789,563	881,330
Construction Utility				
402-3506-535.20-01	Employer Paid Benefits	-	736	-
Total Construction Utility		-	736	-
Total Wastewater Utility Fund Expenditures		20,435,788	23,605,587	24,123,504

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:

- Identifying requirements for facilities to remediate known water quality and flooding concerns;
- Cleaning and maintaining catch basins, storm ponds, swales and other treatment devices;
- Developing water quality monitoring and maintenance plans for both public and private facilities to ensure resources devoted to maintenance; and,
- Maximizing pollutant removal efficiency of the stormwater system through our street sweeping program.
- Emphasizing response to chemical spills through our standby system.
- Outreach to homeowners associations to gain regulatory compliance with standards applicable to their privately owned stormwater facilities

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:

1. Supervision and Support
2. Customer Service
3. Stormwater Facilities Maintenance

The total 2024 budget for the Stormwater Utility is **\$5,681,576**. 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.

2024 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
- Continue implementation of the Source Control Program to meet NPDES requirements

EXPLANATION OF RATE				
RATES FOR STORMWATER	2021	2022	2023	2024
RESIDENTIAL	\$12.40	\$12.96	\$13.54	\$14.16
DUPLEX	\$24.81	\$25.93	\$27.09	\$28.32

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	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Stormwater Utility Fund - Revenues</i>				
Revenues				
403-0000-308.00-00	Estimated Beginning Cash	-	11,810	-
403-0000-333.97-36	CFDA #97.036	658	-	-
403-0000-334.03-13	Dept of Ecology	56,287	-	-
403-0000-343.51-01	Sales	4,969,352	5,402,846	5,574,898
403-0000-345.83-01	Plan Check Fees	24,676	-	-
403-0000-345.83-02	Inspection Services	28,246	20,000	20,000
403-0000-361.10-00	Investment Interest	29,019	33,294	53,735
403-0000-361.10-40	LGIP Earnings	5,033	7,943	32,943
403-0000-361.11-00	Interest Earnings	1,093	1,114	-
403-0000-361.32-00	Unrealized Gain(Loss)	(133,763)	-	-
Total Stormwater Utility Fund Revenues		4,980,601	5,477,007	5,681,576

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Stormwater Utility Fund - Expenditures</i>				
Public Works Stormwater Division				
General Service				
403-4201-538.10-01	Salaries-Regular	324,248	358,947	473,704
403-4201-538.10-05	Salaries-Overtime	3,076	1,000	1,000
403-4201-538.10-06	Salaries-Part-Time	1,465	953	953
403-4201-538.20-01	Employer Paid Benefits	139,587	146,700	185,199
403-4201-538.20-42	GASB68 Pension Expense	(70,010)	-	-
403-4201-538.31-01	Office & Operating Supply	7,890	27,541	27,541
403-4201-538.31-02	Small Tools & Equipment	27	1,500	2,580
403-4201-538.31-17	Supplies-Uniform Purchase	313	2,260	4,300
403-4201-538.31-23	Office & Operating- Bldg	66	-	-
403-4201-538.31-27	Software Upgrade	-	5,260	54,260
403-4201-538.31-35	Replaced Equipment	-	15,000	15,000
403-4201-538.41-01	Prof. Svc-Other	576	28,509	35,509
403-4201-538.41-02	Prof. Svc-Engineering	279,921	174,921	167,825
403-4201-538.41-05	Prof. Svc-Audit	2,424	450	450
403-4201-538.41-15	Prof. Svc-Legal	215	2,200	2,200
403-4201-538.41-17	Prof. Svc-Water Resources	411,437	685,683	766,542
403-4201-538.41-23	Prof. Svc-Local Monitor	22,776	40,000	40,000
403-4201-538.41-27	Prof. Svc-PIE Program	16,933	50,000	50,000
403-4201-538.41-32	Prof. Svc-Utility Locates	333	725	725
403-4201-538.41-42	Illicit Discharge Detect.	-	9,000	9,000
403-4201-538.41-43	Analyze Stormwater Sample	-	10,000	10,000
403-4201-538.42-01	Telecommunications	4,954	2,500	2,500
403-4201-538.43-01	Transportation/Per Diem	-	2,228	2,228
403-4201-538.43-02	Dues, Subscriptions, Publ	-	173	173
403-4201-538.43-03	Registrations	720	2,818	2,818
403-4201-538.45-01	Equipment Rental	5,667	5,860	5,663
403-4201-538.45-02	IMS Rental	40,025	34,779	44,838
403-4201-538.45-03	Copier Rentals	437	499	499
403-4201-538.46-01	Insurance-Liability	15,466	20,398	23,381
403-4201-538.46-02	Insurance-Fire/Property	1,300	1,188	4,928
403-4201-538.47-01	Utility-Electric	2,425	2,800	2,800
403-4201-538.47-02	Utility-City of Lacey	17	529	529
403-4201-538.47-03	Utility-Natural Gas	386	811	811
403-4201-538.47-07	Utility-Solid Waste	5,456	2,000	92,000
403-4201-538.48-01	Rep & Maint-Equipment	249	553	553
403-4201-538.48-03	Rep & Maint-Facilities	922	7,350	-

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Stormwater Utility Fund - Expenditures</i>				
Public Works Stormwater Division				
General Services-Continued				
403-4201-538.48-11	Rep & Maint- Telemetry	3,795	-	-
403-4201-538.49-06	Maintenance Contracts	735	1,018	1,018
403-4201-538.49-23	Custodial	2,395	3,063	3,063
403-4201-538.49-25	Assessments/Taxes	28,039	24,900	25,500
403-4201-538.49-35	CDL-Physicals/Licenses	170	120	120
403-4201-538.49-43	Regional Monitoring Prog.	27	10,000	10,000
403-4201-538.49-44	Project Green	11,900	11,900	15,000
403-4201-538.50-90	Indirect Cost Plan Charge	171,727	198,747	201,775
403-4201-538.60-01	Capital Outlays-Equipment	-	7,956	42,768
Total General Service		1,438,089	1,902,839	2,329,753
Customer Service				
403-4202-514.10-01	Salaries-Regular	9,063	18,316	13,763
403-4202-514.10-05	Salaries-Overtime	319	-	-
403-4202-514.20-01	Employer Paid Benefits	3,642	7,175	5,340
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	6,790	5,901	7,607
403-4202-514.45-08	Lease Miscellaneous	-	500	500
403-4202-514.46-06	AWC-L & I Pool	-	765	765
403-4202-514.49-01	Excise Taxes	93,059	94,013	107,127
403-4202-514.49-02	Printing & Binding	962	500	500
403-4202-514.49-27	Bad Debt Expense	122	1,800	1,800
403-4202-597.69-02	Transfer Out 412 Fund	1,461,740	2,265,517	1,860,382
Total Customer Service		1,575,697	2,396,487	1,999,784
Stormwater Facility Maintenance				
403-4203-538.10-01	Salaries-Regular	358,338	385,340	408,874
403-4203-538.10-05	Salaries-Overtime	10,976	4,000	4,000
403-4203-538.10-06	Salaries-Part-Time	29,413	44,761	44,761
403-4203-538.20-01	Employer Paid Benefits	178,002	193,975	198,530
403-4203-538.31-01	Office & Operating Supply	34,463	35,040	35,040
403-4203-538.31-02	Small Tools & Equipment	503	2,500	2,500
403-4203-538.31-17	Supplies-Uniform Purchase	2,041	1,600	2,000
403-4203-538.31-22	Manhole/Ring/Lid Replace	3,971	4,000	4,000

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Stormwater Utility Fund - Expenditures</i>				
Public Works Stormwater Division				
Stormwater Facility Maintenance-Continued				
403-4203-538.34-01	Fuel	650	750	750
403-4203-538.41-01	Prof. Svc-Other	499	13,000	13,000
403-4203-538.45-01	Equipment Rental	372,741	385,465	372,550
403-4203-538.47-01	Utility-Electric	1,189	900	900
403-4203-538.47-02	Utility-City of Lacey	13,201	13,000	13,000
403-4203-538.47-05	Utility-City of Olympia	706	-	-
403-4203-538.48-01	Rep & Maint-Equipment	-	800	800
403-4203-538.48-03	Rep & Maint-Facilities	4,914	52,050	52,050
403-4203-538.49-10	Uniform Contract/Cleaning	-	500	500
403-4203-538.49-28	Misc - Disposal Fees	4,596	10,000	10,000
403-4203-538.49-29	Vactor Waste	25,726	30,000	30,000
403-4203-538.60-01	Capital Outlays-Equipment	47,801	-	158,784
Total Stormwater Facility Maintenance		1,089,730	1,177,681	1,352,039
Total Stormwater Utility Fund Expenditures		4,103,516	5,477,007	5,681,576



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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 currently has access to 1.06 MGD of reclaimed water daily and is injecting reclaimed water into the Woodland Creek Ground Water Recharge facility.

BUDGET SUMMARY

The 2024 maintenance and operating budget for the Reclaimed Water Utility Fund is **\$2,223**.

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

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Reclaimed Water Utility Fund - Revenues</i>				
Revenues				
404-0000-361.10-00	Investment Interest	822	1,118	1,378
404-0000-361.10-40	LGIP Earnings	143	267	845
404-0000-361.32-00	Unrealized Gain(Loss)	(3,381)	-	-
404-0000-383.10-00	Contributed Capital	313,294	-	-
Total Reclaimed Water Utility Fund Revenues		310,878	1,385	2,223

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Reclaimed Water Utility Fund - Expenditures</i>				
Public Works Reclaimed Division				
General Services				
404-3501-508.80-00	Unreserved Funds	-	1,385	2,223
404-3501-535.82-01	Depreciation-Utilities	35,954	-	-
Total Reclaimed Water Utility Fund Expenditures		35,954	1,385	2,223



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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 2024

Budget for this fund is **\$38,917,790**.

2024 PROGRAMS, GOALS AND PRIORITIES

- Water Capital Construction
- Madrona Wells pH Treatment-Milbanke Dr & Fitz Hugh
- Westside Wells pH Treatment-College St & 32nd Ln SE
- College Street Extension
- 337 Zone (Terry Cargil) Reservoir-Intelco Lp & Corporate Center Dr
- Utilities for 2023 Overlay
- Golf Club Watermain
- S17 Well House & Treatment-48th Way NE & Delores Dr NE
- Meridian Campus Well & Testing
- HP Reservoir Rehabilitation - Marvin Rd NE & 41st Ave NE
- S10 Well Site Improv (Blowoff, Generator & Elec)
- TQu Deep Test Well
- Marvin Rd Production Well
- Marvin Rd Water Relocation
- S06 Water Rights Production Well
- Tolmie Park (2023 Funds for Misc. Projects)
- Chambers Lake Main Abandonment
- LS6 Replacement - Watermain
- 400 PZ - Pacific, Chatham, Milbanke
- Union Mills Tank Coat & Refurbish - Karla Ln SE & Paradise Ct SE
- S07 / ATEC Property Purchase
- Ph 2 Well Program
- 2024 Funds for Misc. Projects
- S24 Well Rehab
- Madrona Connection to 337 PZ
- S07 Well Rehab
- Marvin Road Well House
- GW Trends - HP Water Rights
- 2022, S29 Rehab
- 2022, S27 Rehab
- College & 16th RAB - Design
- Capital City Stormwater
- Water Annual Valves 2024
- Brewery MOA - Capital
- Lake Forest Neighborhood
- Judd Hill Reservoir Predesign
- Lk Elem School Fire Flow
- 17th Ave SE & College Str SE Fire Flow
- S07 Replace & ATEC Expand
- 7th Ave & College St RAB
- 27th to College Water Replace
- 31st - 26th Water Replace
- Stikes & Wellington Utility Improvements
- 4th Avenue Extension
- Water Comprehensive Plan Update
- HP SCADA & Wetland Mitigation - Marvin Rd NE & 41st Ave Ne
- S06 Water Rights - Exploratory Drilling

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Water Capital Fund - Revenues</i>				
Revenues				
410-0000-308.00-00	Estimated Beginning Cash	-	10,490,941	18,438,048
410-0000-308.01-00	Construction Cash	-	10,689,000	-
410-0000-343.40-05	Replacement Sales	2,728,554	2,610,537	-
410-0000-343.40-07	General Facilities Charge	2,807,351	2,500,000	2,500,000
410-0000-361.10-00	Investment Interest	218,560	303,967	448,994
410-0000-361.10-40	LGIP Earnings	39,185	72,522	275,260
410-0000-361.11-00	Interest Earnings	7,506	7,651	-
410-0000-361.32-00	Unrealized Gain(Loss)	(950,609)	-	-
410-0000-369.90-00	Other Misc Revenue	120,566	-	-
410-0000-397.02-00	Transfer In 401 Fund	4,315,038	3,997,451	7,255,488
410-0000-397.11-50	Transfer In 450 Fund	-	-	10,000,000
Total Water Capital Fund Revenues		9,286,151	30,672,069	38,917,790

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Water Capital Fund - Expenditures</i>				
Public Works Water Capital				
Water Replacement Construction				
410-3417-534.90-01	Preliminary Engineering	474	-	-
Total Water Replacement Construction		474	-	-
Water Capital Construction				
410-3418-534.60-99	Capitalized Assets	(4,351,748)	-	-
410-3418-534.90-01	Preliminary Engineering	1,567,846	3,273,011	1,585,875
410-3418-534.90-05	Construction Engineering	481,911	1,980,359	2,826,375
410-3418-534.90-13	Construction/Utilities	3,952,656	23,815,281	33,702,750
410-3418-534.90-22	Purchase of Land	200	1,099,214	300,000
410-3418-597.69-01	Transfer Out 450 Fund	505,368	504,204	502,790
Total Water Capital Construction		2,156,233	30,672,069	38,917,790
Total Water Capital Fund Expenditures		2,156,707	30,672,069	38,917,790



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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 2024 fund requirements are **\$17,073,000**.

2024 PROGRAMS, GOALS AND PRIORITIES

Wastewater Construction Fund Projects:

- Tolmie Park Estates ULID
- LS 3 Replacement
- Golf Club Wastewater Improvements
- LS 17 Replacement
- LS 6 Replacement
- LS 23-College St NE/Abernathy
- Marvin Road Sewer Relocation
- Sewer Decant Facility, Pit Site
- College Street Ext & LS 27 Abandonment
- LS 11 Replacement - Aldea Glen
- 2023/2024 Design Annual MH Rehab
- Wastewater Comprehensive Plan
- Waldron Dr Grinder Ext
- LS 34 and 56 Capacity Rehab
- 2024 Funds for Misc. Projects
- Lk View Meadows Sewer Line Replace
- 2023-2024 Lift Station Awnings
- LS 37 Pump Replacement
- LS 49 Land Purchase
- 31st - 26th WW Replacement
- LS 19 Replace - Willamette Dr & Commerce Place Dr
- WW Annual Valves - 2024
- Martin Way/Galaxy-Hoh WW Main
- Little Prairie Sewer Main
- Replace LS 4 and 6" AC Main
- Replace LS 5 and 4" AC Main
- LS 9 Rehab
- 27th to College WW Replace
- Clearbrook Access & Miscellaneous Improvements
- Classic Heights Roadway Rehabilitation
- Stikes & Wellington Utility Improvements
- 7th Ave & College St Roundabout
- College & 16th RAB - Design
- Chambers Lk Main Abandonment
- 2023 Funds for Misc. Projects
- 2022 LS Awnings (2022/23 Lift Station Awnings)

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Wastewater Capital Fund - Revenues</i>				
Revenues				
411-0000-308.00-00	Estimated Beginning Cash	-	8,696,049	7,532,958
411-0000-308.01-00	Construction Cash	-	1,319,000	-
411-0000-343.50-04	Replacement Sales	400,076	444,788	-
411-0000-343.50-08	General Facilities Charge	2,649,215	1,250,000	1,250,000
411-0000-361.10-00	Investment Interest	107,845	150,098	227,487
411-0000-361.10-40	LGIP Earnings	18,258	35,811	139,463
411-0000-361.11-00	Interest Earnings	4,470	4,556	-
411-0000-361.32-00	Unrealized Gain(Loss)	(426,026)	-	-
411-0000-397.03-00	Transfer In 402 Fund	841,437	2,257,121	673,092
411-0000-397.04-00	Transfer In 451 Fund	-	-	7,250,000
Total Wastewater Capital Fund Revenues		3,595,275	14,157,423	17,073,000

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Wastewater Capital Fund - Expenditures</i>				
Public Works Wastewater Capital				
Wastewater Capital Construction				
411-3518-535.60-99	Capitalized Assets	(5,024,271)	-	-
411-3518-535.90-01	Preliminary Engineering	1,208,134	1,856,929	1,146,875
411-3518-535.90-05	Construction Engineering	268,663	937,165	1,206,375
411-3518-535.90-13	Construction/Utilities	3,726,285	11,213,329	14,569,750
411-3518-535.90-22	Purchase of Land	6,282	150,000	150,000
Total Wastewater Capital Fund Expenditures		185,093	14,157,423	17,073,000



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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 2024 are budgeted to be **\$2,033,125**. Revenues for this fund come from rates, loans, and grants.

2024 PROGRAMS, GOALS AND PRIORITIES

- LS3 Replacement - Stormwater
- 2024 Funds for Misc. Projects
- Decant Effluent Modification
- Stormwater Comprehensive Plan Update
- LS6 Replacement - Stormwater
- WCCP Habitat Restoration
- White Fir SW Installation
- SW-LS01 Improvements
- Clearbrook Dr Roadway Rehabilitation
- 2024 Funds for Misc. Projects

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Stormwater Capital Fund - Revenues</i>				
Revenues				
412-0000-308.00-00	Estimated Beginning Cash	-	525,000	-
412-0000-361.10-00	Investment Interest	37,958	56,388	107,090
412-0000-361.10-40	LGIP Earnings	7,009	13,453	65,653
412-0000-361.11-00	Interest Earnings	1,254	1,278	-
412-0000-361.32-00	Unrealized Gain(Loss)	(171,652)	-	-
412-0000-397.10-06	Transfer In 403 Fund	1,461,740	2,265,517	1,860,382
Total Stormwater Capital Fund Revenues		1,336,309	2,861,636	2,033,125

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Stormwater Capital Fund - Expenditures</i>				
Public Works Stormwater Capital				
Stormwater Capital Construction				
412-4218-508.80-00	Unreserved Funds	-	1,089,614	531,389
412-4218-542.60-99	Capitalized Assets	(7,060)	-	-
412-4218-542.90-01	Preliminary Engineering	85,273	79,000	369,000
412-4218-542.90-04	Storm Drainage	-	1,081,375	950,750
412-4218-542.90-05	Construction Engineering	-	89,625	80,250
412-4218-542.90-11	Construction Administrative	1,101	-	-
412-4218-542.90-13	Construction/Utilities	39,430	-	-
412-4218-542.90-17	Land	-	420,000	-
412-4218-597.69-05	Transfer Out 452 Fund	102,258	102,022	101,736
Total Stormwater Capital Fund Expenditures		221,002	2,861,636	2,033,125



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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 2024 budget for the Reclaimed Water Capital Fund is **\$43,177**. 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.

2024 PROGRAMS, GOALS AND PRIORITIES

- Reclaimed Water Comprehensive Plan

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Reclaimed Water Capital Fund - Revenues</i>				
Revenues				
414-0000-361.10-00	Investment Interest	15,980	21,722	26,767
414-0000-361.10-40	LGIP Earnings	2,770	5,183	16,410
414-0000-361.32-00	Unrealized Gain(Loss)	(65,689)	-	-
Total Reclaimed Water Capital Fund Revenues		(46,939)	26,905	43,177

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 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	-	26,905	43,177
Total Reclaimed Water Capital Fund Expenditures		-	26,905	43,177



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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.

For the 2023-2025 biennium, the City of Lacey was awarded a \$10 million Public Works Board loan to partially fund the design and construction of Corrosion Control pH Treatment facilities at the Madrona Wells 1, 2, and 3 and Westside Wells 1, 2, and 3.

The 2024 budget includes **\$15,055,324** for interest and principal payments for the 2013 revenue bonds and the issuance of a \$10 million Public Works Board loan. 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	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Water Debt Fund - Revenues</i>				
Revenues				
450-0000-308.04-00	Depreciation-Balancing	-	4,250,000	4,500,000
450-0000-361.10-00	Investment Interest	3,279	7,151	16,931
450-0000-361.10-13	Debt Reserve Interest	4,915	4,500	4,500
450-0000-361.10-40	LGIP Earnings	659	1,713	10,379
450-0000-361.13-40	LGIP Interest	848	300	300
450-0000-361.32-00	Unrealized Gain(Loss)	(29,080)	-	-
450-0000-361.55-08	Interest-ULID 21	1,748	6,361	5,875
450-0000-368.10-08	Principal-ULID 21	-	14,065	14,549
450-0000-373.00-00	Other Gains & Losses	(19,000)	-	-
450-0000-383.10-00	Contributed Capital	4,461,841	-	-
450-0000-391.90-04	Public Works Board Loan	-	-	10,000,000
450-0000-397.06-00	Transfer In 410 Fund	505,368	504,204	502,790
Total Water Debt Service Fund Revenues		4,930,578	4,788,294	15,055,324

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Water Debt Fund - Expenditures</i>				
Finance - Debt Retirement				
Debt Service				
450-3401-508.80-00	Unreserved Funds	-	13,915	32,359
450-3401-534.82-01	Depreciation-Utilities	4,179,779	4,250,000	4,500,000
450-3401-591.72-05	Principal-2013 Rev Bonds	-	324,367	332,684
450-3401-592.83-05	Interest-2013 Rev Bonds	170,151	179,587	169,856
450-3401-597.69-04	Transfer Out 410 Fund	-	-	10,000,000
450-3401-597.69-06	Transfer Out 202 Fund	20,425	20,425	20,425
Total Water Debt Service Fund Expenditures		4,370,355	4,788,294	15,055,324



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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 liftstations 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.

The proposed budget includes two debt issuances for 2024:

1. Tolmie Estates Sewer ULID. The total sewer project is estimated to cost \$3,000,000. The City of Lacey committed \$1,000,000 from the septic-to-sewer program, so up to \$2,000,000 debt may be issued to be repaid from the ULID.
2. Revenue Bonds. The 2020-2021 Wastewater Rate Study assumed \$5,250,000 of revenue bond debt for capital projects would be issued in 2023. Due to project delays, the debt is now scheduled for 2024.

2024 budget includes **\$10,656,313** for interest and principal for outstanding debt for ULID #23 and ULID #24 and the issuance of debt for Tolmie Estates Sewer ULID and revenue bonds.

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Wastewater Debt Fund - Revenues</i>				
Revenues				
451-0000-308.04-00	Depreciation-Balancing	-	3,000,000	3,250,000
451-0000-361.10-00	Investment Interest	-	-	11,078
451-0000-361.10-13	Debt Reserve Interest	2,706	2,750	-
451-0000-361.13-00	Int. Earned Debt Reserve	-	50,000	-
451-0000-361.13-40	LGIP Interest	461	912	2,805
451-0000-361.32-00	Unrealized Gain(Loss)	(10,749)	-	-
451-0000-361.55-09	Interest-ULID #23	14,863	15,163	14,257
451-0000-361.55-10	Interest-ULID #24	24,420	33,316	23,708
451-0000-368.10-09	Principal-ULID# 23	-	22,103	23,009
451-0000-368.10-10	Principal-ULID #24	-	71,848	81,456
451-0000-383.10-00	Contributed Capital	3,296,561	-	-
451-0000-391.20-01	Proceeds-2013 Bonds	-	-	5,250,000
451-0000-391.30-04	ULID #24	-	-	2,000,000
Total Wastewater Debt Service Fund Revenues		3,328,262	3,196,092	10,656,313

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Wastewater Debt Fund - Expenditures</i>				
Finance - Debt Retirement				
Debt Service				
451-3501-508.80-00	Unreserved Funds	-	54,478	14,773
451-3501-535.82-01	Depreciation-Utilities	2,997,730	3,000,000	3,250,000
451-3501-591.72-07	ULID #24 Bonds	-	104,348	104,274
451-3501-592.83-07	ULID #24 Bonds	23,516	-	-
451-3501-592.85-02	Loan Intr Fund 202-ULID23	15,745	37,266	37,266
451-3501-597.02-03	Transfer Out 411 Fund	-	-	7,250,000
Total Wastewater Debt Service Fund Expenditures		3,036,991	3,196,092	10,656,313



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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 2024 budget of **\$2,354,289** includes \$101,736 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	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Stormwater Debt Fund - Revenues</i>				
Revenues				
452-0000-308.04-00	Depreciation-Balancing	-	2,250,000	2,250,000
452-0000-361.10-00	Investment Interest	543	1,281	1,583
452-0000-361.10-40	LGIP Earnings	111	306	970
452-0000-361.32-00	Unrealized Gain(Loss)	(1,293)	-	-
452-0000-383.10-00	Contributed Capital	416,152	-	-
452-0000-397.05-00	Transfer In 412 Fund	102,258	102,022	101,736
Total Stormwater Debt Service Fund Revenues		517,771	2,353,609	2,354,289

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Stormwater Debt Fund - Expenditures</i>				
Finance - Debt Retirement				
Stormwater Debt Service				
452-4201-508.80-00	Unreserved Funds	-	1,585	2,553
452-4201-538.82-01	Depreciation-Utilities	1,979,034	2,250,000	2,250,000
452-4201-591.72-05	Principal-2013 Rev Bonds	-	65,634	67,316
452-4201-592.83-05	Interest-2013 Rev Bonds	34,429	36,339	34,369
452-4201-592.84-00	Issue Cost	-	51	51
Total Stormwater Debt Service Fund Expenditures		2,013,463	2,353,609	2,354,289



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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 290 vehicles and pieces of equipment in addition to the operation of the fueling facility. Work is performed in-house by four 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:

1. General Services
2. Preventative Maintenance and Repairs
3. Fuel, Oil, and Tires

The 2024 budget for the Equipment Rental Fund is **\$4,553,776** 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.

2024 PROGRAMS, GOALS AND PRIORITIES

- Ensure 2024 charges provide full funding of depreciation and replacement.
- Continue systematic preventive maintenance and repair of vehicles.
- Improve utilization of operations vehicle/equipment fleet.
- Keep up with changing technologies in alternative fuels.
- Research, review and implement electric vehicles into the fleet when practical.

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Equipment Rental Fund - Revenues</i>				
Revenues				
501-0000-308.00-00	Estimated Beginning Cash	-	942,932	570,417
501-0000-348.10-07	M&O-Police	343,441	366,301	345,859
501-0000-348.10-08	M&O-Planning & Comm. Dev.	16,155	23,453	19,230
501-0000-348.10-09	M&O-Public Works	70,299	63,738	56,128
501-0000-348.10-10	M&O-Parks & Recreation	7,354	11,991	10,146
501-0000-348.10-11	M&O-Facilities Maint.	2,779	2,457	3,923
501-0000-348.10-12	M&O-Parks Maintenance	193,674	214,488	184,510
501-0000-348.10-13	M&O-Water	231,444	186,803	194,583
501-0000-348.10-14	M&O-Wastewater	184,683	179,876	175,901
501-0000-348.10-15	M&O-Stormwater	172,843	185,110	145,075
501-0000-348.10-16	M&O-Streets	179,806	164,324	131,694
501-0000-348.10-17	M&O-Animal Services	13,230	16,178	15,173
501-0000-348.10-20	M&O-City Hall Common	8,498	8,765	7,944
501-0000-348.10-22	M&O-Fire District #3	88,574	84,290	88,143
501-0000-348.10-23	M&O-Water Resources	4,935	6,303	8,022
501-0000-348.10-24	M&O-RAC	25,588	37,330	25,516
501-0000-348.10-25	Veteran Services	4,128	3,083	4,422
501-0000-348.20-07	Replacement-Police	501,592	445,447	526,046
501-0000-348.20-08	Replacement-Planning & CD	8,174	17,518	29,433
501-0000-348.20-09	Replacement-Public Works	91,992	83,824	97,427
501-0000-348.20-10	Replacement-Parks & Rec.	18,539	18,539	15,140
501-0000-348.20-11	Replacement-Facility Main	3,037	3,037	11,719
501-0000-348.20-12	Replacement-Parks Maint.	201,052	204,698	245,729
501-0000-348.20-13	Replacement-Water	206,655	185,760	290,266
501-0000-348.20-14	Replacement-Wastewater	287,217	284,274	447,880
501-0000-348.20-15	Replacement-Stormwater	206,215	206,215	233,138
501-0000-348.20-16	Replacement-Streets	190,581	200,481	231,154
501-0000-348.20-20	Replacement-City Hall	13,705	9,345	17,934
501-0000-348.20-23	Replacement-Water Resourc	5,515	5,515	2,399
501-0000-348.20-24	Replacement-RAC	55,601	55,763	59,519
501-0000-361.10-00	Investment Interest	96,921	132,211	222,748
501-0000-361.10-40	LGIP Earnings	17,134	31,544	136,558
501-0000-361.11-00	Interest Earnings	4,562	4,649	-
501-0000-361.32-00	Unrealized Gain(Loss)	(417,691)	-	-
501-0000-369.13-00	Proceeds of Capital Asset	81,809	-	-
501-0000-369.40-00	Court Fees /Judgments	-	43,040	-
501-0000-372.00-00	Insurance Recoveries	52,553	-	-

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Equipment Rental Fund - Revenues</i>				
Public Works Equipment Rental				
Equipment Rental Fund Revenues-Continued				
501-0000-373.00-00	Other Gains & Losses	(1,195)	-	-
501-0000-374.90-00	From Fed/State/Local	943,055	-	-
501-0000-383.11-00	From Governmental Funds	109,930	-	-
501-0000-387.00-00	Residual Equity Trans In	275,169	-	-
Total Equipment Rental Fund Revenues		4,499,553	4,429,282	4,553,776

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Equipment Rental Fund - Expenditures</i>				
Public Works Equipment Rental				
General Services				
501-4801-548.10-01	Salaries-Regular	138,657	136,555	164,626
501-4801-548.10-05	Salaries-Overtime	339	200	200
501-4801-548.20-01	Employer Paid Benefits	57,922	58,847	68,656
501-4801-548.20-42	GASB68 Pension Expense	(41,470)	-	-
501-4801-548.31-01	Office & Operating Supply	440	750	750
501-4801-548.31-17	Supplies-Uniform Purchase	2,731	2,933	2,933
501-4801-548.41-01	Prof. Svc-Other	-	1,000	1,000
501-4801-548.41-26	Prof. Svc-Administration	-	250	250
501-4801-548.42-01	Telecommunications	2,499	2,250	2,250
501-4801-548.43-01	Transportation/Per Diem	36	450	450
501-4801-548.43-02	Dues, Subscriptions, Publ	-	641	7,641
501-4801-548.43-03	Registrations	4,824	2,250	2,250
501-4801-548.45-02	IMS Rental	23,604	26,098	32,427
501-4801-548.46-02	Insurance-Fire/Property	480	439	1,491
501-4801-548.46-04	Insurance-Vehicle	54,771	62,002	68,202
501-4801-548.46-06	AWC-L & I Pool	-	607	607
501-4801-548.47-01	Utility-Electrical	4,334	5,001	5,001
501-4801-548.47-02	Utility-City of Lacey	6,629	5,000	5,000
501-4801-548.47-03	Utility-Gas	3,855	6,000	6,000
501-4801-548.48-01	Rep & Maint-Equipment	-	650	650
501-4801-548.48-03	Rep & Maint-Facilities	-	2,896	2,896
501-4801-548.49-06	Maintenance Contracts	321	-	-
501-4801-548.49-10	Uniform Contract/Cleaning	1,291	1,000	1,000
501-4801-548.49-25	Assessments/Taxes	380	150	150
501-4801-548.49-35	CDL-Physicals/Licenses	206	350	350
501-4801-548.60-01	Capital Outlays-Equipment	19,246	-	14,000
501-4801-548.60-02	Capital Outlays-Replace	423,438	1,772,005	1,547,541
501-4801-548.60-99	Capitalized Fixed Asset	(436,761)	-	-
501-4801-548.65-02	Depreciation-Vehicles	1,241,386	1,007,348	1,261,232
Total General Services		1,509,158	3,095,672	3,197,553
Preventative Maintenance				
501-4802-548.10-01	Salaries-Regular	206,761	224,813	239,741
501-4802-548.10-05	Salaries-Overtime	-	200	200
501-4802-548.10-06	Salaries-Part-Time	6,210	10,460	10,460
501-4802-548.20-01	Employer Paid Benefits	98,855	108,551	112,918
501-4802-548.31-01	Office & Operating Supply	146,906	150,000	150,000

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Equipment Rental Fund - Expenditures</i>				
Public Works Equipment Rental				
Preventative Maintenance-Continued				
501-4802-548.31-02	Small Tools & Equipment	5,948	10,801	10,400
501-4802-548.31-27	Software Upgrade	3,633	3,500	3,500
501-4802-548.41-01	Prof. Svc-Other	-	1,000	1,000
501-4802-548.48-01	Rep & Maint-Equipment	68,055	75,000	75,000
501-4802-548.49-30	Software Maintenance	1,966	1,595	1,595
Total Preventative Maintenance		538,334	585,920	604,814
Fuel, Oil, Tires				
501-4803-548.10-01	Salaries-Regular	37,345	40,514	43,409
501-4803-548.20-01	Employer Paid Benefits	17,522	19,387	20,211
501-4803-548.31-01	Office & Operating Supply	674	1,387	1,387
501-4803-548.34-01	Fuel	462,524	440,000	440,000
501-4803-548.34-02	Diesel	178,184	206,381	206,381
501-4803-548.34-03	Tires	29,335	35,205	35,205
501-4803-548.41-01	Prof. Svc-Other	761	2,000	2,000
501-4803-548.48-01	Rep & Maint-Equipment	1,533	2,816	2,816
Total Fuel, Oil, Tires		727,878	747,690	751,409
Total Equipment Rental Fund Expenditures		2,775,370	4,429,282	4,553,776



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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, GIS, PC, and telephone training for all City employees. Eight full-time employees provide support to this division.

BUDGET SUMMARY

The Information Management Fund is organized into three programs:

1. Central System Support
2. Personal Computer and Network Support
3. Help Desk

The 2024 budget for Information Management Services is **\$3,555,772** 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.

2024 PROGRAMS, GOALS AND PRIORITIES

- Continue to evaluate and enhance data and system security.
- Setup and install replacement and new workstations.
- 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.
- Continue to improve remote/telework technologies.
- Continue to upgrade police MCTs to more reliable systems.

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Information Management Service Fund - Revenues</i>				
Revenues				
502-0000-308.00-00	Estimated Beginning Cash	-	202,136	200,535
502-0000-348.10-01	M&O-City Manager	24,389	33,144	34,517
502-0000-348.10-02	M&O-Finance	44,310	43,789	46,604
502-0000-348.10-03	M&O-City Council	21,926	21,709	20,390
502-0000-348.10-05	M&O-Public Affairs/HR	53,140	57,544	79,371
502-0000-348.10-06	M&O-Community Bldgs	7,098	9,565	10,310
502-0000-348.10-07	M&O-Police	504,054	485,881	568,252
502-0000-348.10-08	M&O-Planning & Comm. Dev.	146,030	150,439	161,545
502-0000-348.10-09	M&O-Public Works	113,726	139,279	182,261
502-0000-348.10-10	M&O-Parks & Recreation	76,466	95,856	92,565
502-0000-348.10-11	M&O-Facilities Maint.	6,193	7,044	15,232
502-0000-348.10-12	M&O-Parks Maintenance	23,951	27,548	57,804
502-0000-348.10-13	M&O-Water	192,642	195,094	296,282
502-0000-348.10-14	M&O-Wastewater	101,603	112,430	185,223
502-0000-348.10-15	M&O-Stormwater	42,698	36,872	47,429
502-0000-348.10-16	M&O-Streets	39,123	39,366	78,786
502-0000-348.10-17	M&O-Animal Services	61,378	60,587	85,549
502-0000-348.10-20	M&O-City Hall Common	722,125	591,749	582,772
502-0000-348.10-21	M&O-Equipment Rental	17,009	20,375	26,076
502-0000-348.10-23	M&O-Water Resources	49,185	53,777	50,427
502-0000-348.10-24	M&O-RAC	16,844	17,860	25,390
502-0000-348.10-25	Veteran Services	8,323	31,628	40,802
502-0000-348.20-01	Replacement-City Manager	7,428	8,231	11,126
502-0000-348.20-02	Replacement-Finance	14,801	10,806	11,429
502-0000-348.20-03	Replacement-City Council	3,022	2,841	3,556
502-0000-348.20-05	Replacement-PA/HR	21,306	19,878	26,276
502-0000-348.20-06	Replacement-Comm Bldgs	1,958	2,958	3,007
502-0000-348.20-07	Replacement-Police	204,672	203,862	218,806
502-0000-348.20-08	Replacement-Planning & CD	34,873	28,936	33,713
502-0000-348.20-09	Replacement-Public Works	41,806	43,922	55,975
502-0000-348.20-10	Replacement-Parks & Rec.	37,134	34,726	33,414
502-0000-348.20-11	Replacement-Facility Main	1,522	1,639	4,142
502-0000-348.20-12	Replacement-Parks Maint.	7,670	4,507	5,518
502-0000-348.20-13	Replacement-Water	28,731	29,807	42,709
502-0000-348.20-14	Replacement-Wastewater	18,775	16,773	24,150
502-0000-348.20-15	Replacement-Stormwater	4,117	3,808	5,016
502-0000-348.20-16	Replacement-Streets	7,770	6,303	12,232

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Information Management Service Fund - Revenues</i>				
Revenues				
Information Mgmt. Services Fund Revenues-Continued				
502-0000-348.20-20	Replacement-City Hall	52,508	73,023	47,226
502-0000-348.20-21	Replacement-Equip Rent	6,595	5,723	6,351
502-0000-348.20-23	Replacement-Water Resourc	15,828	15,025	15,799
502-0000-348.20-24	Replacement-RAC	5,985	4,537	8,968
502-0000-348.20-25	Veteran Services	1,651	9,782	12,137
502-0000-361.10-00	Investment Interest	25,292	36,838	53,377
502-0000-361.10-40	LGIP Earnings	4,384	8,789	32,723
502-0000-361.11-00	Interest Earnings	711	725	-
502-0000-361.32-00	Unrealized Gain(Loss)	(100,523)	-	-
502-0000-369.10-00	Sale of Scrap & Surplus	3,327	-	-
502-0000-383.11-00	From Governmental Funds	25,436	-	-
Total Information Mgmt. Services Fund Revenues		2,748,992	3,007,111	3,555,772
Total City Revenues		147,439,557	223,812,157	303,609,232

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Information Management Service Fund - Expenditures</i>				
Finance				
Central System Support				
502-1801-518.10-01	Salaries-Regular	268,993	323,155	357,644
502-1801-518.10-05	Salaries-Overtime	1,581	3,000	3,000
502-1801-518.20-01	Employer Paid Benefits	116,924	143,698	150,069
502-1801-518.20-42	GASB68 Pension Expense	(97,488)	-	-
502-1801-518.31-01	Office & Operating Supply	10,649	14,000	14,000
502-1801-518.31-27	Software Upgrade	-	8,000	8,000
502-1801-518.41-25	Prof. Svc-Computer	7,590	10,000	10,000
502-1801-518.42-01	Telecommunications	44,557	27,000	27,000
502-1801-518.42-05	Communications-Webhosting	2,974	10,000	10,000
502-1801-518.43-01	Transportation/Per Diem	3,439	8,000	8,000
502-1801-518.43-02	Dues, Subscriptions, Publ	800	2,000	2,000
502-1801-518.43-03	Registrations	1,100	8,000	8,000
502-1801-518.46-06	AWC-L & I Pool	-	144	144
502-1801-518.48-01	Rep & Maint-Equipment	145	4,291	4,291
502-1801-518.49-02	Printing & Binding	-	500	500
502-1801-518.49-05	Professional Development	9,904	10,650	10,650
502-1801-518.49-06	Maintenance Contracts	260	4,500	4,500
502-1801-518.49-30	Software Maintenance	534,831	524,694	632,702
502-1801-518.49-31	Hardware Maintenance	109,645	93,867	99,217
502-1801-518.49-67	Web Services	26,722	3,000	3,000
502-1801-518.60-01	Capital Outlays-Equipment	-	40,000	-
Total Central System Support		1,042,626	1,238,499	1,352,717
PC & Network Support				
502-1802-518.10-01	Salaries-Regular	470,098	519,870	665,288
502-1802-518.10-05	Salaries-Overtime	1,855	3,000	3,000
502-1802-518.20-01	Employer Paid Benefits	208,072	238,516	291,920
502-1802-518.31-01	Office & Operating Supply	15,403	10,000	10,000
502-1802-518.41-25	Prof. Svc-Computer	7,320	7,500	7,500
502-1802-518.43-01	Transportation/Per Diem	-	6,000	6,000
502-1802-518.43-03	Registrations	-	5,000	5,000
502-1802-518.49-05	Professional Development	1,608	10,000	10,000
502-1802-518.60-01	Capital Outlays-Equipment	105,413	-	-
502-1802-518.60-02	Replacement	265,604	334,856	467,144
502-1802-518.60-09	Software Assurance	143,259	169,000	221,380
502-1802-518.60-99	Capitalize Assets	(80,423)	-	-

Account Number	Description	2022 Actual Revenue/Expense	2023 Amended Budget	2024 Adopted Budget
<i>Information Management Service Fund - Expenditures</i>				
Finance				
PC & Network Support-Continued				
502-1802-518.65-04	Depreciation-IMS Equip	197,599	306,612	347,463
Total PC & Network Support		1,335,808	1,610,354	2,034,695
Help Desk				
502-1803-518.10-01	Salaries-Regular	91,074	99,560	107,457
502-1803-518.10-05	Salaries-Overtime	33	1,500	1,500
502-1803-518.20-01	Employer Paid Benefits	38,277	44,298	46,503
502-1803-518.31-01	Office & Operating Supply	3,387	7,000	7,000
502-1803-518.42-01	Telecommunications	-	500	500
502-1803-518.43-01	Transportation/Per Diem	-	1,600	1,600
502-1803-518.43-02	Dues, Subscriptions, Publ	-	1,000	1,000
502-1803-518.43-03	Registrations	-	800	800
502-1803-518.49-05	Professional Development	-	2,000	2,000
Total Help Desk		132,771	158,258	168,360
Total Information Mgmt. Services Fund Expenditures		2,511,205	3,007,111	3,555,772
Total City Expenditures		121,832,632	223,812,157	303,609,232



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