

2014 Adopted Budget



**Rob Hill
City Manager**

*PRIVILEGED CENTRALIA” A Preamble to
Centralia’s 2007 Comprehensive Plan*

The 2007 Comprehensive Plan is the vision of one of Washington’s oldest cities, the City of Centralia. The City Council and staff are committed to the creation of a 21st century city, based on the traditions and values of the City’s founders. Centralia is committed to creating a vibrant community, with the highest levels of livability.

The Council is committed to creating a community that citizens will consider it a special privilege to live and work in. The City of Centralia will retain its country character with diverse ethnic and economic neighborhoods, will continue to develop a thriving business community, will affirm an on-going commitment to historic preservation, and will continue an investment in significant cultural activities, quality education at all levels, and maximum efficiency and effectiveness in the provision of governmental services.

It is the goal and obligation of the Centralia City Council, as implemented by the Centralia City Staff, to create the most enviable and livable small city in the State of Washington.

AFFIRMED THIS 11th DAY OF SEPTEMBER, 2007

The City of Centralia’s Comprehensive Plan addresses the ideas and vision for the whole City. Every 7 years, it is updated and re-aligned with citizen goals. Its scope and details are reviewed annually.

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January 1, 2014

Members of the City Council and Citizens of Centralia:

With the help of our dedicated staff, I am pleased to present the Adopted 2014 Budget for the City of Centralia. This budget reflects the economic challenges that have faced the City for the past several years and the successful strategies we use to continue to deliver quality services while living within our financial resources.

Building upon goals that were developed by the City Council in 2011, this budget achieves one of the City's top priorities by delivering a structurally balanced budget for the General Fund for Fiscal Year 2014. Prudent use of reserves and staffing reductions were made in the early years of the recession. These prior decisions and other spending adjustments made in the past two annual budgets have created financial stability and a foundation for the City to continue providing valued core services and programs within our available resources. Several goals identified on the complete list for 2011-2013 have also been accomplished and progress on others is incorporated within resources allocated in this budget.

Strategic Priorities Against the backdrop of prior identified goals, the recently adopted Strategic Priorities will focus action on five areas of most concern to the City Council and long range benefit to the citizens. For 2014, our attention will be directed to:

1. Improve the condition of Centralia's streets
2. Design and construct a local flood relief project
3. Protect critical aquifers
4. Review UGA policy and boundaries and amend as needed
5. Inventory and consider disposal of surplus property

We have included the complete plan outlining targets, measures and initial steps on these Strategic Priorities in this document.

These five priorities will likely require collaboration among multiple departments and may require us to share resources in a cross-departmental pattern that runs counter to the traditional allocation of resources to departmental functions. We add this focus against the backdrop of our continuing requirements to maintain customary core governmental services upon which citizens rely. For now, even as we enhance our effectiveness through inter-departmental collaboration, we continue to portray the City revenues and expenses in the familiar and required Funds and Department format.

Economic Context

Our ability to develop a sound, workable budget requires we recognize the economic environment as it currently exists and as forecasted for the next 12 months.

Some indicators – building permits and business licenses issued – point to a steady, slight upward trend in activity. City sales tax receipts bear this out and we have seen added positive growth in categories where we experience extraordinary activity – construction of the I-5 Highway improvements and the Lewis County Event Center are two examples. Broader based economic indicators, statewide and nationwide, echo this projection of slight and slow growth. Yet, until we have continued evidence that this trend is sustainable, we have forecasted City available resources conservatively. We acknowledge the positive potential of major new commercial and residential activities now in the early planning stages but we do not forecast a return to 2007 levels any time soon.

Budget Highlights

Within the core budgets, we highlight the following changes from 2013:

A staffing reorganization within the Police Department to use the CSO staff more effectively while absorbing the deletion of two officers.

Continued but additional use of Park seasonal workers to support the summer sports complex activity which had a record number of tournaments and participants in 2013.

Significant focus on reliability and safety in the Electric Department through its pole replacement plan and the additional productivity obtained by adding another foreman position to the line crew.

Implementation of the safer, less costly and revenue producing composting process with addition of a composting position to Wastewater Department.

Looking Forward

The City is largely a service organization with its employees being one of its strongest assets. As we strive to sustain a structurally balanced operation, we also acknowledge the looming impact of changes in health care costs for these employees. We also continue to explore the necessity of tying employee compensation to the City's ability to pay. This will be especially significant as five of the six labor contracts will be open for discussion during 2014.

These and other challenges will present themselves as we maintain core programs while focusing on the Strategic Priorities adopted by the Council. We look forward to the continuing dialog based on the 2014 Adopted Budget included herein.

Sincerely,

Rob Hill, City Manager

CITY OF CENTRALIA

BUDGET INTRODUCTORY SECTION

CITY OFFICIALS

CITYWIDE ORGANIZATION CHART

MISSION STATEMENT

STRATEGIC PRIORITIES FOR 2014

CENTRALIA

2014 City Officials

	<i>Council Members</i>		<i>Term Expires</i>
<i>Mayor</i>	<i>Bonnie Canaday</i>	<i>District #4</i>	<i>Dec. 31, 2017</i>
<i>Mayor Pro-Tem</i>	<i>John Elmore</i>	<i>District #2</i>	<i>Dec. 31, 2017</i>
<i>Councilmember</i>	<i>Ron Greenwood</i>	<i>District #1</i>	<i>Dec. 31, 2017</i>
<i>Councilmember</i>	<i>Patrick Gallagher</i>	<i>District #3</i>	<i>Dec. 31, 2017</i>
<i>Councilmember</i>	<i>Bart Ricks</i>	<i>At Large #1</i>	<i>Dec. 31, 2015</i>
<i>Councilmember</i>	<i>Lee Coumbs</i>	<i>At Large #2</i>	<i>Dec. 31, 2015</i>
<i>Councilmember</i>	<i>Gabriel Anzelini</i>	<i>At Large #3</i>	<i>Dec. 31, 2015</i>

Management Team

<i>Rob Hill</i>	<i>City Manager</i>
<i>Shannon Murphy-Olson</i>	<i>City Attorney</i>
<i>Deena Bilodeau</i>	<i>City Clerk</i>
<i>Jan Stemkoski</i>	<i>City Engineer</i>
<i>M. L. Norton</i>	<i>City Light General Manager</i>
<i>Emil Pierson</i>	<i>Community Development and Parks & Recreation Director</i>
<i>Pamela Nelson</i>	<i>Finance Director</i>
<i>Candice Rydalch</i>	<i>Human Resources Director</i>
<i>Robert Berg</i>	<i>Police Chief</i>
<i>Kahle Jennings</i>	<i>Public Works Director</i>
<i>James Buzzard</i>	<i>Municipal Court Judge</i>

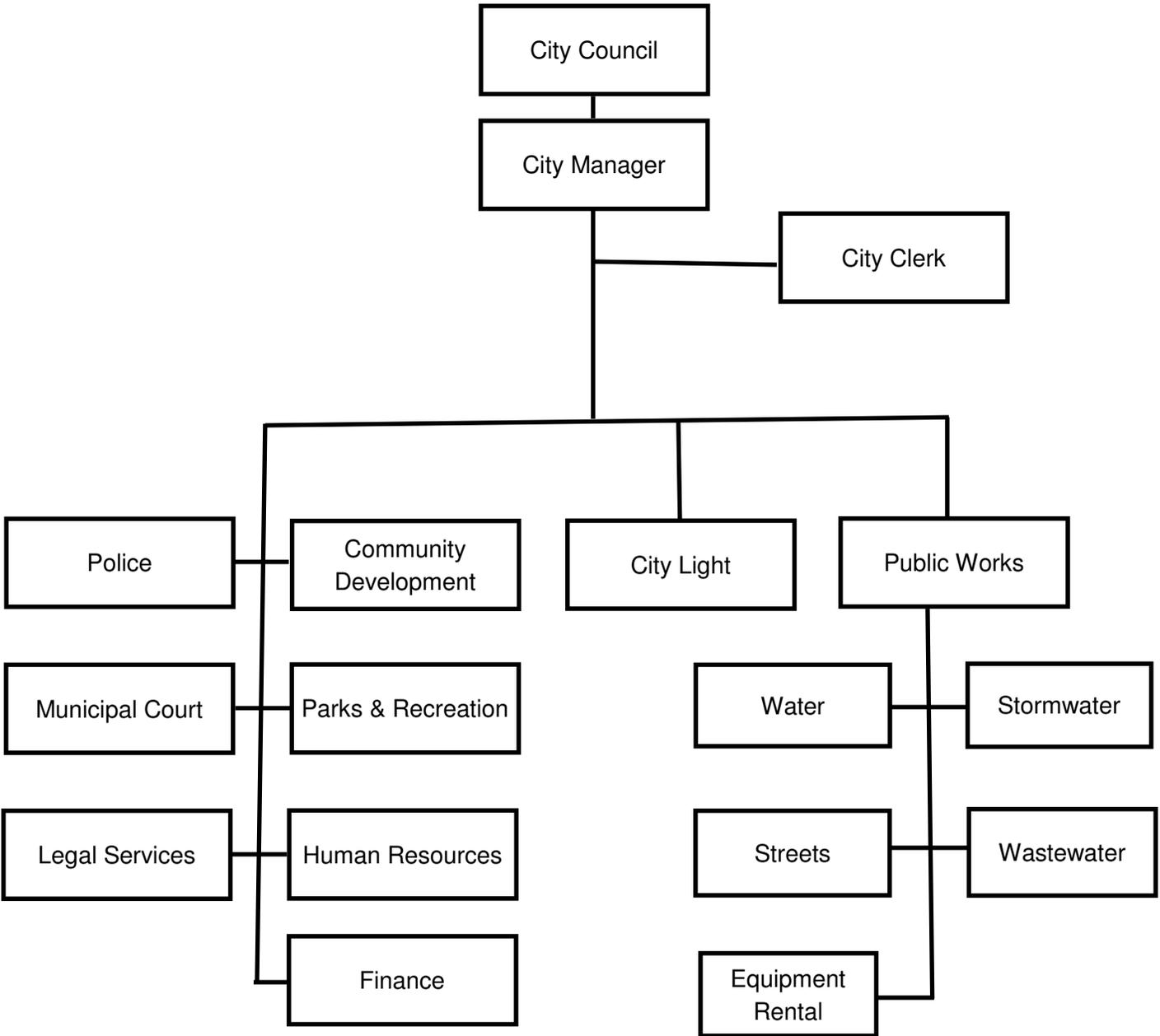
Address
118 W. Maple Street
PO Box 609
Centralia WA 98531

Phone (360) 330-7671

Home Page: www.cityofcentralia.com

CITY OF CENTRALIA

City-wide Organization Chart





MISSION STATEMENT

The mission of the City of Centralia is to:

- Continuously respond to citizens
- Provide a clean, safe community in which to live, work and play in a historically rich environment
- Support and promote cultural diversity

CENTRALIA CITY COUNCIL STRATEGIC PRIORITIES FOR 2014

Adopted September 2013

Strategic Priority #1 Improve the condition of Centralia's streets

Background: The general condition of the streets infrastructure has eroded steadily in the past few decades. Of the 82 miles of rated streets, 34% are in danger of failing without repair. Many others need recurring treatments to prolong their useful life. The City must invest additional resources into streets and reduce the cost of repair.

Proposed Measures:

- Consider and act upon new revenue sources
- Sponsor and support legislation that will reduce the cost of transportation improvements and repair
- Establish what level of 1) street maintenance, 2) street replacement, 3) ADA ramp installation, and 4) sidewalk repair the city can afford on an annual basis
- Establish whether Centralia will pursue a program of street repair that is 1) debt funded or 2) funded through available annual revenues

Proposed Targets:

- Crack seal 8 miles of road inside the City limits each year by 2014
- Chip seal 8 miles of road inside the City limits each year by 2014
- Overlay 2 miles of road inside the City limits each year by 2015
- Reconstruct 1 mile of road inside the City limits each year by 2015

Initial Steps:

- Bring revenue options to Council for consideration
- Contact elected officials to draft legislation that will reduce the cost of transportation projects
- Evaluate the cost/benefit ratio of purchasing chip seal equipment versus renting equipment or contracting
- Update the analysis of road condition and treatment needed to restore/maintain satisfactory road condition
- Create a 7-10 year chip-seal schedule for all applicable streets
- Create a ten-year capital improvement schedule for streets needing overlay or reconstruction
- Create a ten-year schedule for installation of new ADA ramps
- Create a ten-year sidewalk repair schedule

Strategic Priority #2 Design and construct a local flood relief project

Background: The City has maintained an active role in flood related efforts throughout the Chehalis River basin since the devastating flood of 2007. Efforts to date have not resulted in significant flood control projects being built in Centralia. Studies have been conducted and there is sufficient data available to propose and begin the process of constructing a local project.

Proposed Measures:

- Eliminate or significantly reduce the risk of flooding in a predetermined area of Centralia

Proposed Targets:

- Construct a flood relief project within three years that exceeds a cost/benefit ratio of 1:1

Initial Steps:

- Analyze potential projects for affordability and greatest benefit
- Research and apply for grant funds to support the selected project
- Identify and contact potential partners for the selected project
- Install one or two flow monitoring gauges in China Creek
- Consider forming a flood management district that can raise funds to maintain the Skookumchuck levee and implement flood mitigation projects
- Expand the January 2013 China Creek Flood Study to look at additional benefits

Strategic Priority #3 Protect critical aquifers

Background: Centralia has both surface and ground water rights but currently the City's water is supplied from aquifers. The water is of very high quality and is a tremendous asset. The City needs to ensure water purity is maintained through strict land use policy, code enforcement in critical areas and implementation of practices that protect water quality and provide alternative sources of water.

Proposed Measures:

- Confirm critical protection areas
- Review land use and development policies in critical areas, especially those related to septic systems, sanitary sewer and storm water collection conveyance systems
- Ensure adequate code enforcement in critical areas

Proposed Targets:

- No degradation of ground water quality
- Extend sanitary sewer and reduce the total number of septic systems in the critical area
- Develop stormwater collection, conveyance and treatment systems in the critical area
- Obtain and develop a surface water source from the Skookumchuck River

Initial Steps:

- Implement a ground water early warning monitoring program at strategic locations
- Review zones of influence for the City's production wells to incorporate data from the Fords Prairie Aquifer Restoration project monitoring and the Lakeside Pit aquifer study
- Review and update the pollution prevention plan actions from the 1999 Wellhead Protection Plan
- Review and update land use policy through the Planning Commission to ensure proper protection
- Renew negotiations with TransAlta on management of the reservoir
- Contact the Department of Ecology and negotiate a schedule for action on the City's pending Skookumchuck River water right application

Strategic Priority # 4 Review UGA policy and boundaries and amend as needed

Background: With passage of the Growth Management Act came the formation of Urban Growth Areas. These were established as logical future boundaries for each city. As such, each city has jurisdiction over areas currently outside the city limits. This has created a unique set of problems that need discussion and possible action. Some areas that were originally brought into the Centralia UGA also need reviewed for possible exclusion.

Proposed Measures:

- Review UGA boundaries with City Council and possibly amend
- Review UGA policies with City Council and possibly amend
- Review costs associated with extension of City utilities
- Review impacts of population thresholds

Proposed Targets:

- Prepare amendments for adoption by December 2014

Initial Steps:

- Schedule a workshop with the Planning Commission to review boundaries and policies for presentation to the City Council

Strategic Priority # 5 Inventory and consider disposal of surplus property

Background: The City owns numerous parcels and affixed property throughout the community. Most of the properties are an important part of City operations. Properties that serve little function to the City are a drain on resources to maintain and can be disposed. Revenues derived from the sale of surplus property can then be put to use in other priority areas.

Proposed Measures:

- Inventory all City properties and establish ownership by fund
- List for sale or otherwise dispose of all properties deemed to have no present or future value in furthering the City's stated missions

Proposed Targets:

- Complete inventory by February 2014
- Determine retention status by April 2014
- List sellable properties by June 2014

Initial Steps:

- Direct department heads to list all known properties and determine those of critical need

CITY OF CENTRALIA

PROCESS, POLICIES AND PLAN

BUDGET DOCUMENT – OVERVIEW

BUDGET STRUCTURE, POLICIES & PROCESS

CITY REVENUE SOURCES

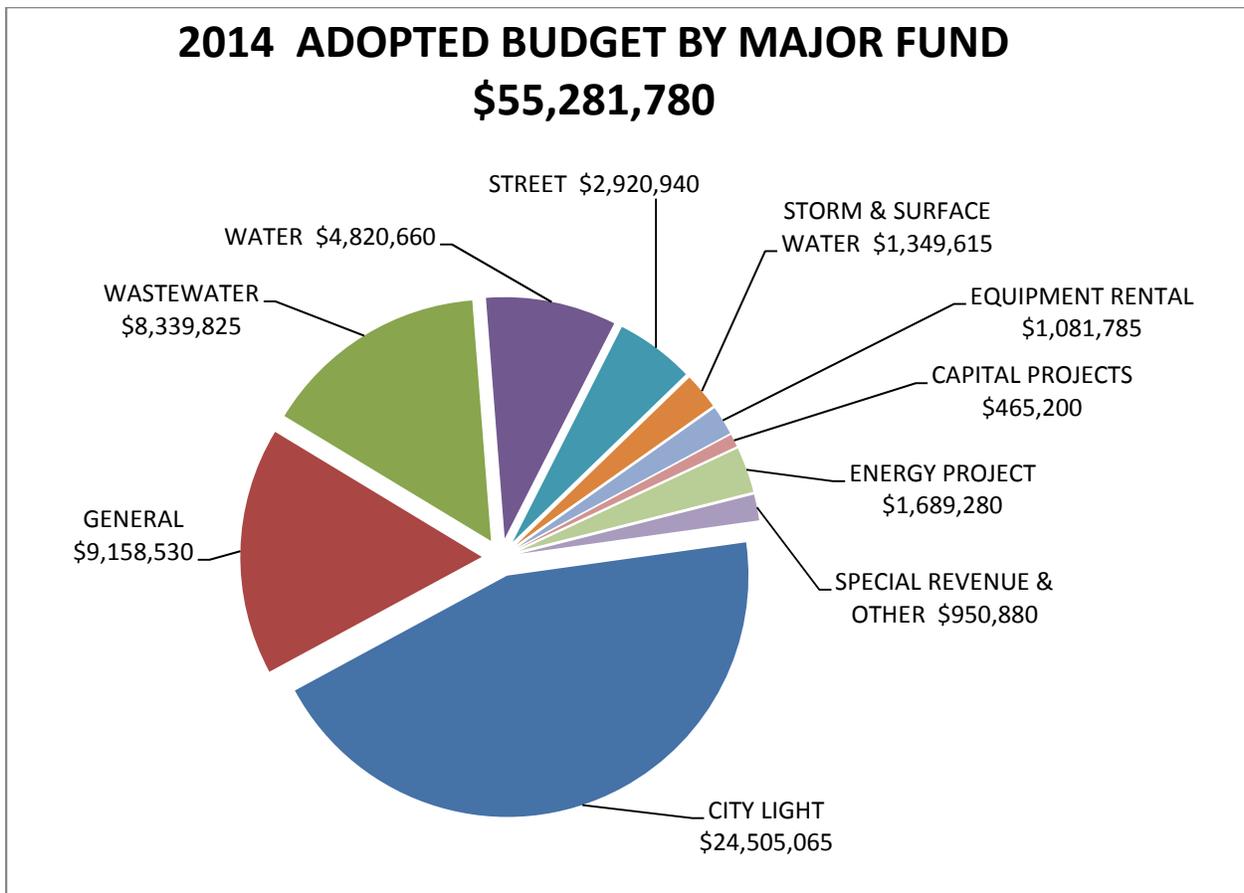
RESERVES



ADOPTED 2014 CITY OF CENTRALIA BUDGET SUMMARY

The 2014 Adopted Budget totals \$55,281,780. Compared to the 2013 Adopted Budget, this is an increase of 4.6% or \$2,441,287. The City is living within its means and service levels are generally maintained, with the increases being tied to capital projects such as the \$1.6 million energy efficiency project. The City is also maintaining healthy reserves and ending balances.

This summary section will focus on highlights of the 2014 Adopted Budget. Each of the funds that make up the budget has a specific role and responsibility and must “stand alone.” The revenues and expenditures must balance, and each fund is closely monitored for accuracy, accountability and to ensure it remains solvent throughout the year.



THE FUNDS The City currently has twenty-two active funds in which it records the revenues and expenditures associated with providing services to its citizens. The General Fund provides the primary

general governmental functions. Four separate funds, which account for the City’s water, wastewater, storm and surface water and electric utility services, are considered the City’s Enterprise Funds.

Other special purpose funds have been created to account for street maintenance activities, capital improvement expenditures, the fire pension and those activities funded by restricted revenues. A number of funds no longer qualify as Special Revenue under the newly revised definition, but we continue to segregate them for historical consistency. The City also has an Equipment Rental Fund that services most of the vehicles and equipment used in City operations. This year we add two funds for the Energy Efficiency Project, one for its debt service (Fund 201) and one for construction (Fund 303).

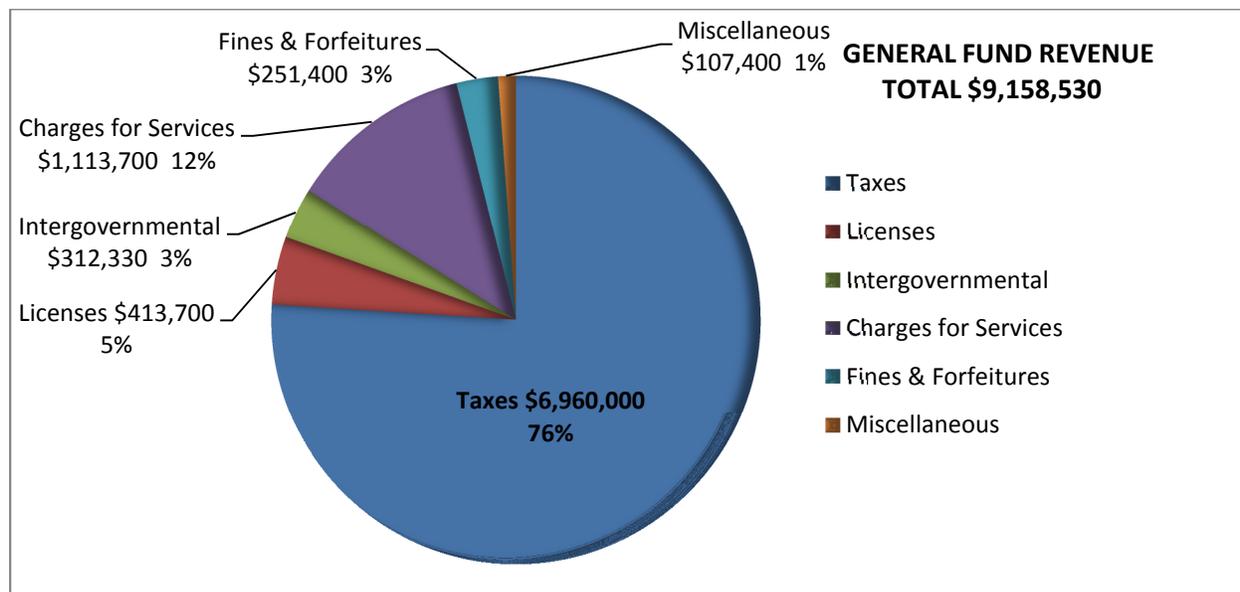
The Adopted 2014 budget approved expenditure appropriations of \$55,281,780. Financing of these appropriations is provided primarily from on-going revenue sources (taxes, fees, etc.). The included one-time funding sources are grants that are currently authorized, unspent bond proceeds, and planned drawdown of designated reserves.

GENERAL FUND

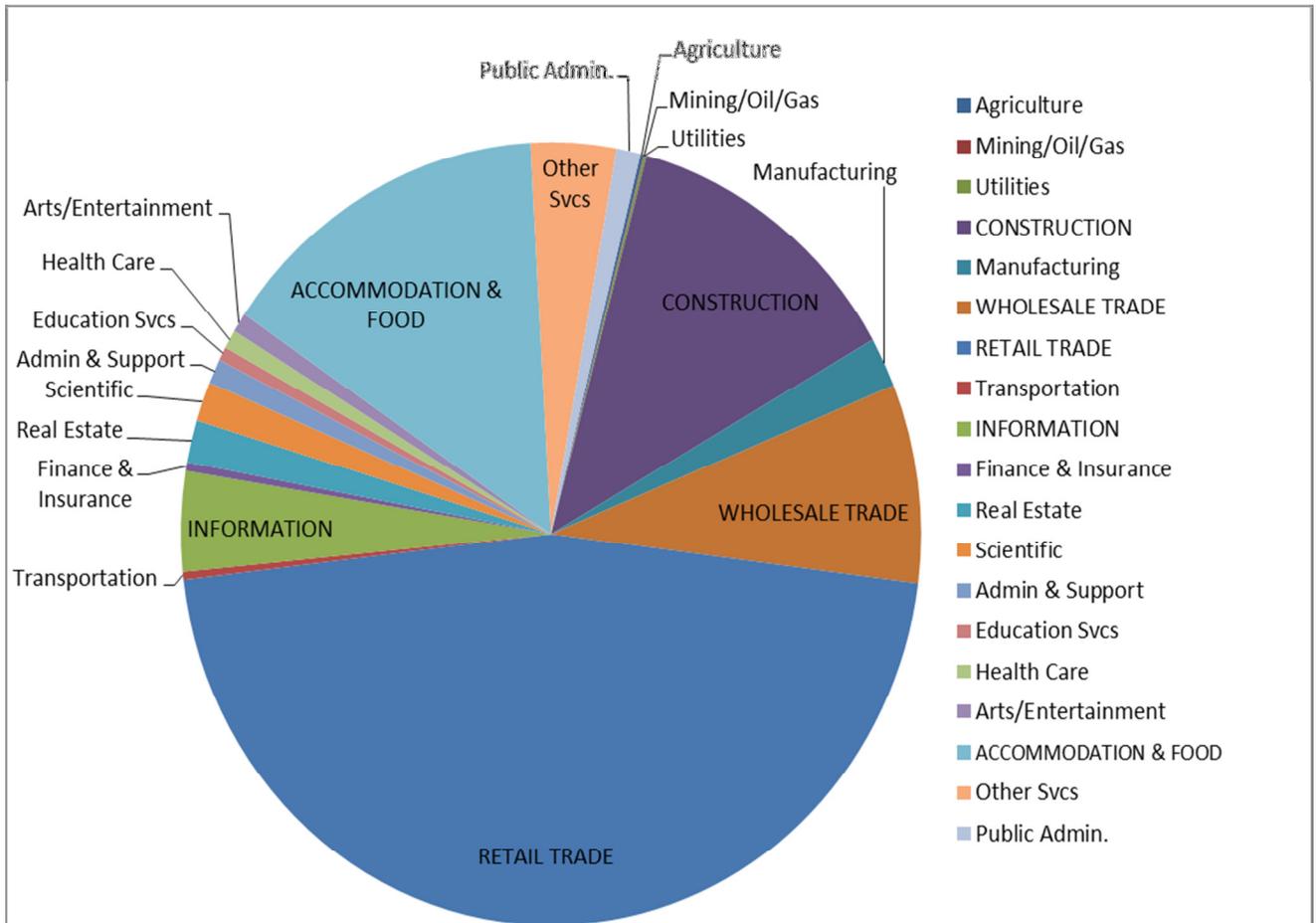
The 2014 General Fund budget is showing signs of recovery. Revenues are beginning to edge up, primarily due to increased sales tax. Even with additional revenues, expenses are still increasing at an equivalent or greater pace. Many of the City’s expenses are set by contract, and vendors can simply raise rates to cover their costs. With this in mind, no significant increases to ongoing expenses are included. Rather, two positions have been unfilled upon expiration of grant obligations in order to achieve our goal of a sustainable, structurally balanced budget.

GENERAL FUND REVENUES TOTAL \$9,158,530

Taxes comprise over 76% of all revenues which support general governmental services provided by the General Fund.

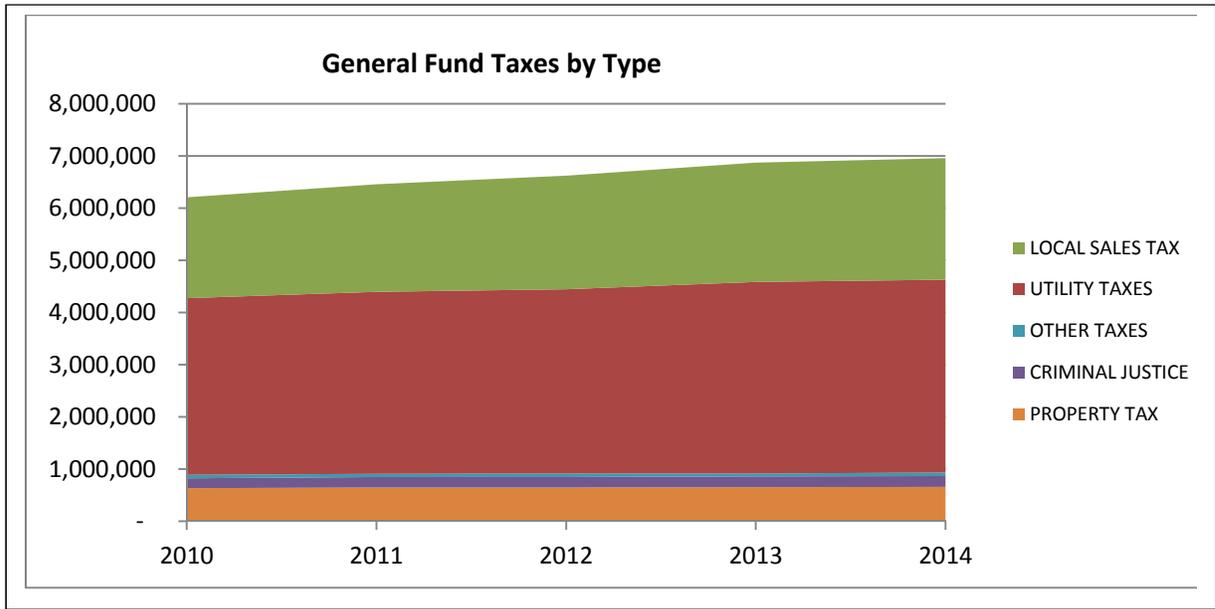


SALES TAXES: At \$2,328,000, this source is projected to continue at levels similar to 2013 since two major construction projects are on-going. Once the highway and event center projects are completed, this one time up-surge in sales taxes may fall off unless other major projects emerge. Besides construction, the major categories of sales taxes are retail trade, wholesale trade, and accommodations and food. Revenues in these categories are increasing, and, since 2010, the City has experienced an overall increase of 20.7%. The City has not recovered its pre-recession levels and is still 7% less than sales tax revenues in 2007.



PROPERTY TAXES: Proposed at \$660,300, the Council approved the 2014 levy including the 1% increase allowed by law, plus new construction. Since the formation of the Riverside Fire Authority, property tax as a percentage of the General Fund taxes has decreased from 29% to 7%.

UTILITY TAXES: This major revenue source of \$3,696,400 is projected to increase by \$29,600 or .8%, due primarily to scheduled rate increases. Since 2010, the General Fund has experienced a 9% increase in utility tax revenues.



OTHER TAXES: Other taxes that support general governmental services are Leasehold Taxes \$ 32,000, Gambling Taxes \$ 32,300, and Criminal Justice tax \$211,000.

CHARGES FOR SERVICES: At \$1,113,700, this second largest revenue source is projected to increase \$39,355 or 3.7 %. Included in this category are cost allocation charges, fees for park and recreation activities, planning and zoning services, traffic school, law enforcement and fire contract services. The increase is attributed to implementing the revised indirect cost allocation, a new maintenance contract and projected increase in probation charges.

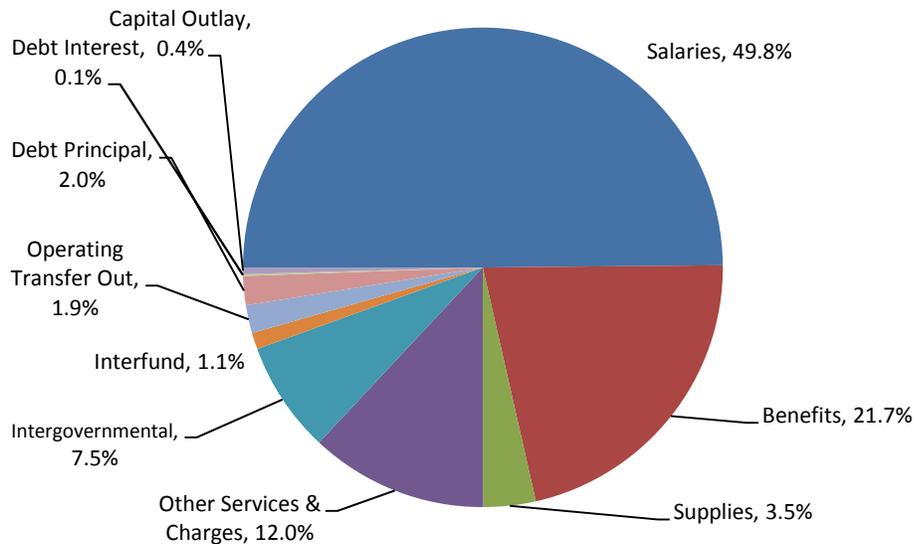
OTHER REVENUES: Several other revenue categories provide the remaining funding for the General Fund. These include Municipal Court imposed fines and forfeitures, projected at \$250,000, interest earnings estimated at \$14,200, and revenues from business licenses and franchise fees projected at \$413,700. Intergovernmental revenues of \$312,330 are comprised of State shared and liquor-related monies and several grants which fund special programs.

GENERAL FUND EXPENDITURES

TOTAL \$9,158,530

STAFFING Since cities are service organizations, the vast majority of operating expenses will always be comprised of the salaries and benefits for its employees. Labor costs are approximately 72% of the overall General Fund expenditures. A significant burden with which the City continues to struggle is the rising cost of benefits. For 2014, the budgets include medical premium increases ranging from 0% (AWC)

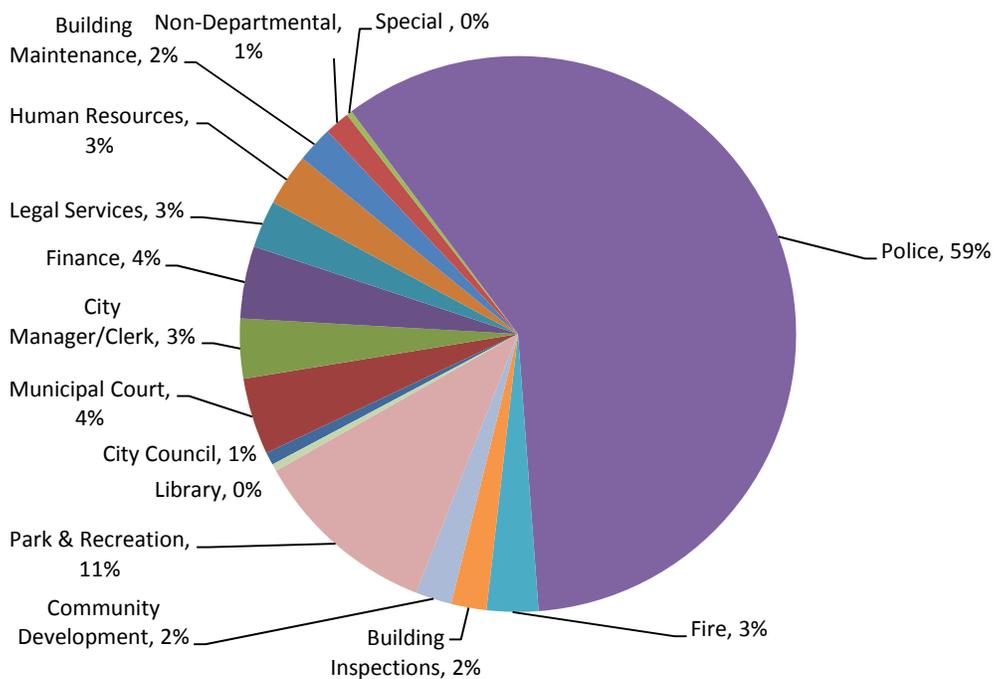
General Fund Expenditure by Category



to 2% (Teamsters), premium increases in Workers Comp and a 2% retirement cost (PERS) increase effective in July. The City projects rising health insurance rates and continues to shop plans in an attempt to stem some of these increased costs.

The 2014 General Fund Budget provides funding for 67.4 full time employees as well as for seasonal, temporary workers. The stipends and benefits for the seven Council Members are also included.

General Fund Expenditures by Department



SERVICES

General Fund priorities will continue to focus on public safety. This is consistent with past practice and the current Council's ongoing emphasis on a safe and lawful City. However, reductions in expenditures are required and included in this budget as two formerly grant-funded police positions will remain unfilled. There will be some impact felt in the core public safety service of police, mitigated by reorganization of staff duties. There are no proposed staffing reductions in Municipal Court.

Of the other basic services provided for in the General Fund, Parks and Recreation is the most visible and receives the next highest level of funding. Staff reduction and consolidation of duties in this department were necessary to help bridge the gap in 2011 and 2012, and have continued through 2013 and 2014. This has resulted in reduced attention for some of the satellite parks and facilities within the City. Employees will continue to focus on the Borst Park Sports Complex during the summer to ensure that it receives adequate attention as it has the most used facilities in the City. Use of seasonal workers has contributed to keeping these facilities in prime condition.

Administrative services in City Hall are maintained at 2011 levels. Staffing in Administrative Services is at the absolute minimum levels to sustain any acceptable level of service and oversight.

GENERAL FUND SUMMARY

The overarching objective of all financial decisions made in this document and on a daily basis is to maintain a sustainable, structurally balanced General Fund budget. To support this goal, the City Council adopted, in 2012, an exhaustive set of financial policies which continue to guide fiscal discipline to maintain structural balance.

RESERVES

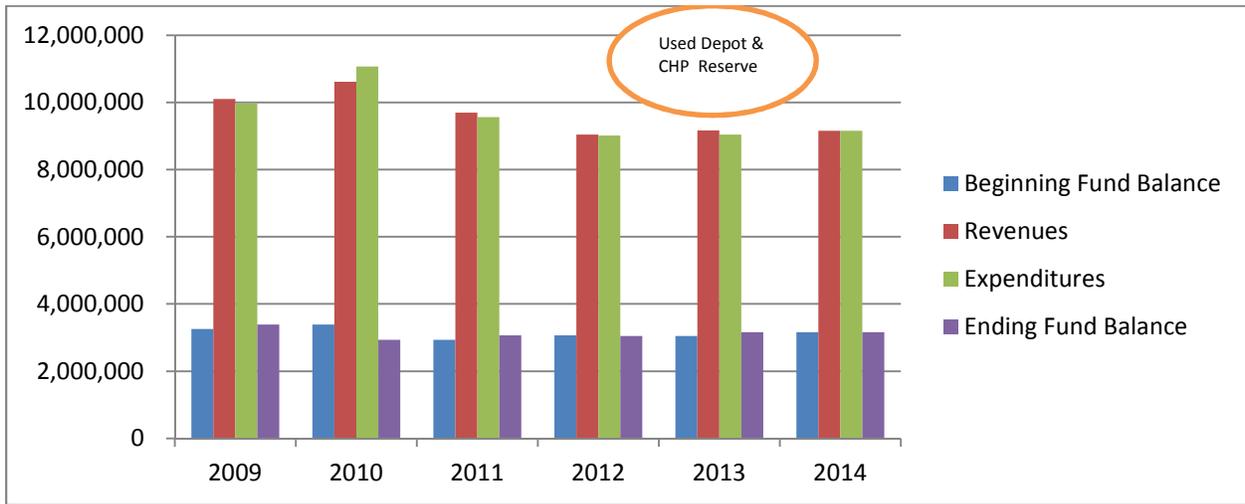
The City has been very prudent managing its finances in recent years to ensure there are adequate cash reserves when needed. Despite a decrease early in the recession, since 2010 the remaining reserves have been stable at \$2.9 -3.0 million. In 2013, the CHRP reserve was used as designated and planned. A portion of designated reserves was also used for Train Depot roof and HVAC repairs.

The City has no planned drawdown of its reserves for Fiscal Year 2014.

As was discussed recently in the budget workshops, reserves should be set aside to protect the City's credit as well as financial position from emergencies. The Council has identified amounts for specific purposes in addition to the categories which are targeted, at minimum, to include:

- Base Line Reserve – 7.5% of annual operating expenditures
- Operating Reserve – 7.5%
- Capital Improvements Reserve –7.5%
- Employee payout/LEOFF 1 Reserve – 5%
- Other assigned and restricted monies - \$546,075

CITY OF CENTRALIA
Revenues, Expenditures & Fund Balance – General Fund



Unreserved cash balance as of December 31, 2013 meets the suggested goals. It should be pointed out that these are goals for the ongoing balance and not a minimum balance. In particular, the Operating Reserve is intended to help balance the operating budget during a cyclical economic downturn.

Based on current projections, the ending 2013 General Fund carryover balance is estimated to be \$3,162,000, or approximately 34.5% of operating expenditures. Most of this is reserved or designated with the operating reserve portion targeted to be \$685,000. No recommendation is being proposed for spending General Fund reserved funds. Additionally, the Council has requested a thorough review of City-owned property with an eye towards selling surplus property to bolster reserves and/or fund projects.

As part of the adopted Financial Policies, minimum fund reserves will be replenished before any new expenditures are approved. In other words, the 7.5% operating reserve must be re-established before any new operational expenditures are considered. Reserves may typically be replenished through surpluses from unexpended department funds.

It should be noted that while the projected 34.5% total reserve may seem excessive compared with other cities, it still comes far short of actual needs. If the total cost of all of the infrastructure needs and deferred capital improvements were added up, the tally would be in the millions. All cities are facing these demands with aging infrastructure. Centralia is well-positioned to meet contingencies and perhaps use a portion of these reserves to leverage grants and loans in the future.

ENTERPRISE FUNDS

Public Works: This department provides many of the core services that are essential to the community. These services include streets, water, waste water and storm water each of which has its own dedicated fund. Operations for each service are essentially being held at status quo. Only those rate increases previously authorized are included in order for utilities to keep pace with inflationary cost increases. The significant projects included for the year are listed below, including carryovers* from 2013:

- Waste Water: Composting project development \$300,000
Wastewater decant station \$150,000
- Water: Loop Cooks Hill line to River Heights \$250,000
Water meter replacements \$150,000*
Steel Pipe replacements \$ 71,000
- Streets: Traffic control at Main and Yew \$925,000*
North Gold Street grind and repave \$735,000*
- Storm water: Regional Decant Station \$750,000*
Design of local projects (grant funded) \$125,000

City Light: The City's electric utility is the single largest department within the City. As in Public Works, operations are being held at basically status quo. The 3.4% rate increases approved for 2013 and for 2014 will allow this utility to keep pace with inflation and costs of purchased power and to meet its capital improvement requirements. Significant projects, many focused on reliability and safety, are planned for the distribution system and for the Yelm generation plant. Major items are as follows:

- Salzar Land \$250,000
- Covered Storage Facility \$100,000
- System Protection Equipment \$200,000
- May Street Substation \$400,000*
- Yew & Mellen Street Improvements \$200,000
- I-5 to Borthwick UG feeder \$100,000
- Distribution system improvements \$100,000
- Swanson Heights cable upgrade \$ 50,000
- Providence Hospital relocation \$ 50,000
- Enterprise Resource Program \$200,000
- Transmission Line Improvements \$400,000
- Penstock Preservation \$450,000
- Remodel house to office space at Yelm \$150,000
- Canal Liner Installation \$100,000

Equipment Rental and Replacement: This internal service fund is intended to operate like a business, covering its costs with established rates – with one difference; it is expected to

operate as a “zero profit” entity. For 2014, a portion of excess rate revenues from prior years will be expended to enhance the service and the balance will be returned to participating departments. Rates are being reviewed for potential adjustment.

OVERVIEW SUMMARY

The Adopted Budget complies with the overall City goal to match ongoing costs with ongoing revenues. The General Fund is balanced without the use of its reserves. The Special Revenue accounts, in general, are accumulating funds until sufficient for identified projects. In the Utility Funds, monies for projects have and are being accumulated from a portion of the rate revenues and may be expended in 2014 as designated. The two Capital Project Funds and new Debt Fund estimate revenues sufficient to meet projected obligations. In all, the Adopted Budget is projected to meet the ongoing programs and special projects identified for 2014 for the City of Centralia.

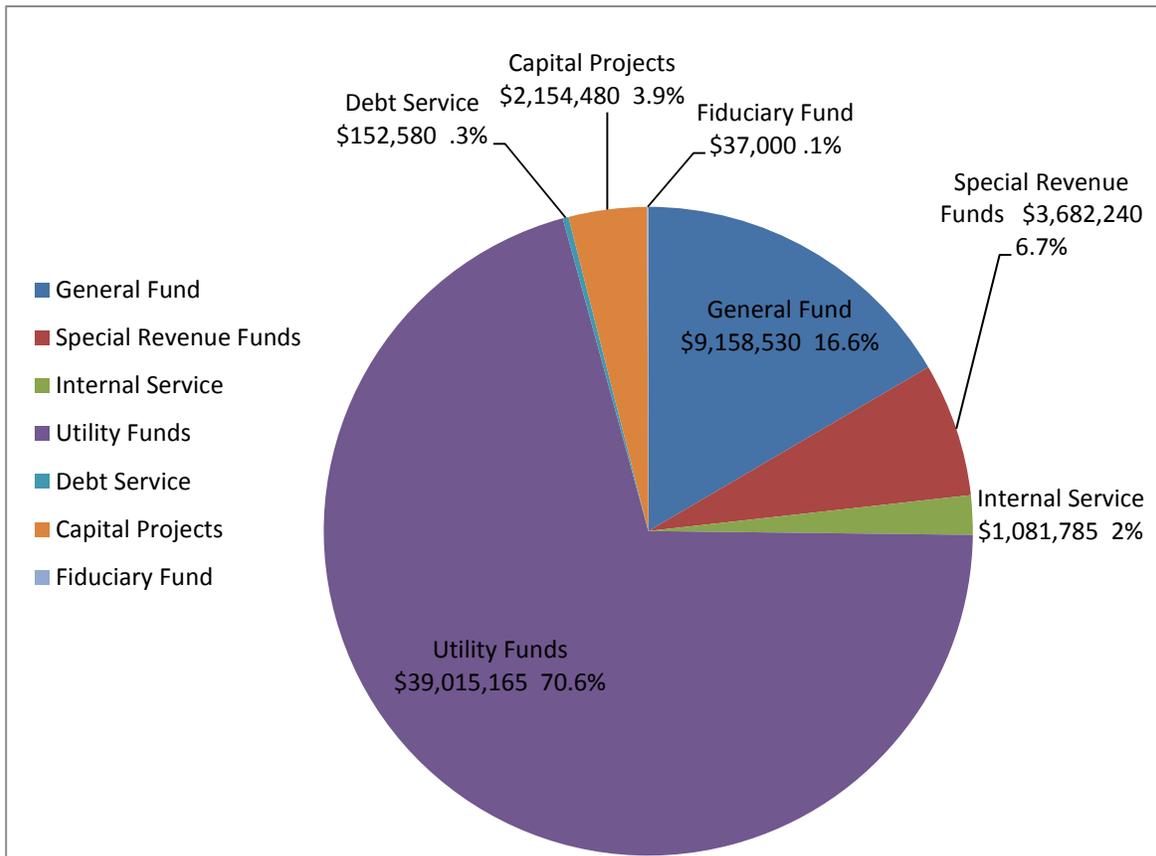
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2014 Budget Structure, Policy and Process

This document serves multiple purposes – reflecting the policies and priorities of the City, indicating the City’s financial plans for meeting those priorities, and guiding staff in operational decisions. Importantly, it is meant to communicate to the reader and all the citizens of Centralia the array of programs and services provided by the City and the resources needed to do so.

The many funds that comprise the city-wide budget are used to separate the primary functions and activities. Funds can be grouped by type: **Governmental** which includes the General Fund, Special Revenue Funds, Debt Service Fund and Capital Project Funds, **Proprietary** which includes Enterprise Funds (utilities) and the Internal Service Fund (equipment rental), and **Fiduciary**. Each fund has specific functions to perform and in each, the revenues and expenditures must be self-balancing. The chart provides comparison for the use of resources within these types of funds.

ADOPTED 2014 BUDGET BY FUND TYPE



In the following sections, we provide a description of the policies and process that prevailed as the 2014 Budget was developed. We also describe the format or structure of the information it contains. Ultimately, the mission of the budget process itself is to help decision makers make informed choices about the provision of services and capital assets and to promote citizen and stakeholder participation in the process.

Budget Background and Overview

The City was incorporated January 27, 1886, and operated under the laws of the State of Washington applicable to a third class city operating under second class laws as a commission form of government through March 31, 1986. Effective April 1, 1986, the form of government was changed, and the City began operating under the laws of a non-charter code city, council-manager plan. The City Council is composed of seven members elected to four-year terms.

The City is a general-purpose city government and provides public safety, street improvements and maintenance, parks and recreation, tourism information, planning and zoning, judicial administration, and general administration services. In addition, the City also owns and operates four utilities - electric, water, wastewater and storm & surface water.

The City of Centralia reports financial activity using the revenue and expenditure classifications, statements, and schedules prescribed in the Washington State Auditor's Cash Basis Budgeting, Accounting and Reporting System (BARS) manual. The financial statements of the City of Centralia are subject to audit by the State Auditor's Office on an annual basis. The City has successfully received an unqualified audit report for 2011 and 2012. The 2013 audit will commence in early summer 2014.

Financial Goals

The City of Centralia's financial goals seek to:

- Ensure the financial integrity of the City
- Manage the financial assets in a sound and prudent manner
- Provide sound financial information for decision makers at all levels:
 - Policy makers as they contemplate decisions that affect the City long-term
 - Managers as they implement policy on a day to day basis
- Maintain and develop programs that ensure future ability to pay for necessary and quality services
- Maintain a spirit of openness, transparency and accountability

Financial Policies

The financial integrity of our City government is of utmost importance. The City had evolved with a variety of financial policies found in many different sources including: City Council resolutions and ordinances, budget documents, and capital improvement plans. In August 2012, the Council adopted a single document to serve as a central reference point of the most important financial policies which are critical to the continued financial health of our local government.

Written, adopted financial policies have many benefits, such as assisting the elected officials and staff in the financial management of the City, saving time and energy when discussing financial matters, engendering public confidence, and providing continuity over time as elected officials and staff members change. While the policies will be amended periodically, they provide the basic foundation and framework for many of the issues and decisions facing the City. They promote sound financial management and assist in the City's stability, efficiency, and effectiveness.

The general policy statements for eight major financial areas are presented here with elements that guided budget development. The full policy document identifies more specific actions within each major policy area.

Revenue Policy

Design, maintain, and administer a revenue system that will assure a reliable, equitable, diversified, and sufficient revenue stream to support desired City services.

- Budgeted revenues will be estimated conservatively.
- Use of one-time or restricted revenues will be limited and fully disclosed.

Expenditure Policy

Identify priority services, establish appropriate service levels, and administer the expenditure of available resources to assure fiscal stability and the effective and efficient delivery of services.

- Current expenditures will be funded with current revenues.

Operating Budget Policy

Establish the annual financial plan for the City; serve as the policy document of the City Council for implementing Council goals and objectives. The budget will identify and provide the staff and the resources necessary to accomplish City Council determined service levels.

Capital Management Policy

Review and monitor the state of the City's capital equipment and infrastructure, set priorities for its replacement and renovation based on needs, funding alternatives and availability of resources.

Accounting Policy

Comply with prevailing federal, state, and local statutes and regulations. Conform to a comprehensive basis of accounting in compliance with Washington State statutes and with generally accepted accounting principles as promulgated by the Governmental Accounting Standards Board and the Government Finance Officers Association where applicable.

Debt Policy

Establish guidelines for debt financing that will provide needed capital equipment and infrastructure improvements while minimizing the impact of debt payments on current revenues.

- Long term debt will not be used for current operations.

Cash Management and Investment Policies

Manage and invest the City's operating cash to ensure its legality, safety, provide for necessary liquidity, avoid imprudent risk, and optimize yield.

Reserve Policies

Maintain the reserves, contingencies, and ending fund balances of the various funds at levels sufficient to protect the City's credit as well as its financial position from emergencies.

Budget Structure - Fund Accounting

The City's accounting and budgeting systems are organized and operated on the basis of funds, each of which is considered a separate accounting entity. Each fund is a self-balancing set of accounts that comprise its cash, investments, revenues and expenditures. The City's resources are allocated to and accounted for in these individual funds.

The City adopts annual budgets for several fund types. These budgets are adopted (appropriated) at the total fund level and constitute the legal authority for expenditures at that level. Annual appropriations lapse at the fiscal year end. Budgets are presented for the following fund types:

GOVERNMENTAL FUND TYPES:

General Fund (001)

This fund is the primary operating fund of the City. It accounts for all financial resources except those required or elected to be accounted for in another fund. Here are public safety services, parks and recreation, community development and city administration.

Special Revenue Funds (100-199)

These funds account for revenue that are legally restricted or designated to finance particular activities of the City. The Street fund, Stadium fund and Confiscation & Seizures fund are examples based on restricted monies.

Debt Service Fund (201)

This fund accounts for the financial resources that are restricted, committed or assigned to expenditures for principal and interest. Specifically, this fund is intended for the 2013 Limited General Obligation Bonds issued for the Energy Efficiency Project.

Capital Projects Funds (302 and 303)

These funds account for financial resources which are designated for the acquisition or construction of general government capital projects. Fund 303 was established to account for the various funds sources and uses for the Energy Efficiency projects. Fund 302 accounted for the Streetscape Project in downtown Centralia. It currently provides for the debt service on the 2001 LTGO bonds that funded that project. Primary source of financing in this fund is the Real Estate Excise Tax (REET).

PROPRIETARY FUND TYPES:

Enterprise Funds (401-405)

These funds account for operations that provide goods or services to the general public and are supported primarily through user fees. The City-owned utilities are enterprise funds: electric, water, wastewater and storm and surface water.

Internal Services Fund (501)

This fund accounts for the fleet maintenance and acquisition services provided to the other departments of the City on a cost reimbursement basis.

FIDUCIARY FUND TYPES:

Fiduciary funds account of assets held by the City in a trustee capacity or as an agent on behalf of others.

Pension Trust Fund (611)

This fund accounts for activities of the Firemen's Pension Fund, which accumulates resources for pension benefit payments to qualified retired firefighters and qualified widows.

Agency Funds (801 & 803)

The City uses two funds to account for assets that the City holds for others in an agency capacity: payroll clearing and claims clearing. Budgets are not required for agency funds.

Basis of Accounting

Basis of accounting refers to when revenues and expenditures are recognized in the accounts and reported in the financial statements. The City of Centralia has selected to report on a Cash Basis. This means that revenues are recognized only when cash is received and expenditures are recognized when paid, including those properly chargeable against the report year(s) budget appropriations as required by state law.

In accordance with state law, the City also recognizes expenditures presented within twenty days after the close of the fiscal year for claims incurred during the previous period. After that period, expenditures are charged to the next year's budget. Purchases of capital assets are expensed during the year of acquisition. There is no capitalization of capital assets, nor allocation of depreciation expense. Inventory is expensed when purchased.

The City utilities are included in the annual cash-based financial statements. However, they operate and are also reported in their own GAAP financial statements as part of continuing disclosure commitments to bondholders and external agencies.

Budgets

The City adopts annual budgets for the general, special revenue, debt service, capital projects, enterprise, internal service and pension trust funds. Appropriated at the fund level, the budget constitutes the legal authority for expenditures at the fund level. Annual appropriations for these expenditures lapse at the fiscal year end.

Budgeted amounts are authorized to be transferred by the City Manager between departments within any fund and among object classes within departments. However, any revisions that alter the total expenditures of a fund or that affect the number of authorized employee positions, salary ranges, hours, or other conditions of employment must be approved by the City Council.

When budget changes are needed after the budget is adopted, a budget amendment is proposed and must be adopted by ordinance in a regularly scheduled meeting of the Council.

Budget Process

As noted earlier, the budget process itself is meant to help decision makers make informed choices about the provision of services and capital assets and to promote citizen and stakeholder participation in the process. Once adopted, the budget becomes the formal expression of the City's objectives and priorities for the forthcoming year and how the resources will be used to meet those objectives. The process generally unfolds in the following phases:

Policy Phase

The Council's goals and directives set the tone for the budget development, noting any policy or priority issues. Councils often use retreats, workshops, or citizen surveys to inform this strategy phase of the process.

Within this general framework and direction, the City Manager outlines the direction for the department management to develop their budget submittals. Review of prior year accomplishments and department goals with the City Manager is incorporated in this portion of the process.

Needs Assessment Phase

In the annual budget call, the Finance Director requests all department managers to submit preliminary estimates of revenues and expenditures for the next fiscal year. The budget call provides instructions and budgeting guidelines for operating and capital budgets, establishes timelines, and outlines the assumptions, constraints and estimated resources available.

Development of the preliminary budget is a critical aspect of the process. Managers take input provided through workshops, meetings and contacts through the course of the previous year and attempt to prioritize work and resources for the ensuing year. Then a monetary value for the resources that are going to be needed is developed. This is one of the most important roles management fulfills on an annual basis. Department managers are the only individuals that can accurately evaluate required resources in relation to desired objectives.

Department managers prepare their preliminary budgets to show both "base" requirements and supplemental requests. The base budget provides the minimum level of resources needed to maintain ongoing services. Supplemental requests cover new programs or expansions of existing programs.

Review Phase

By September, these preliminary budgets must be presented for review to the City Manager along with revenue and resource projections. The City Manager makes revisions needed to meet additional requirements and may add supplemental requests to compile and establish the Proposed Budget for the next fiscal year.

The Proposed Budget is then filed with the City Clerk, provided to the City Council, and made available to the public. This must occur at least 60 days before the next year. Workshops with the Council may occur during this period.

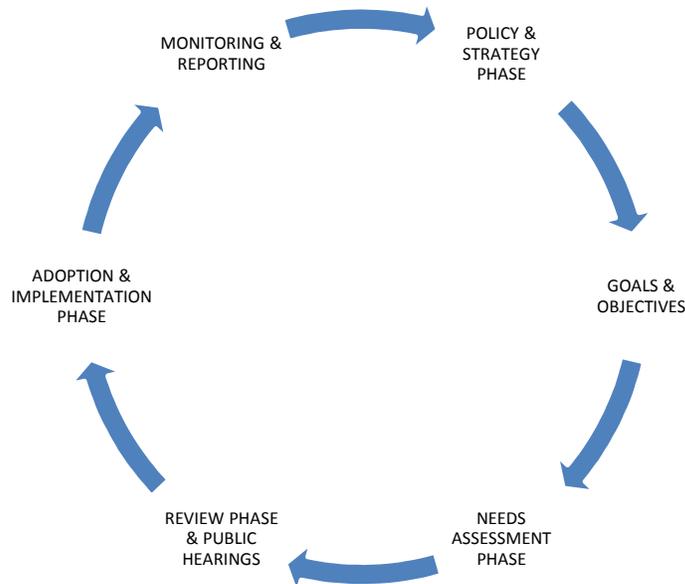
The Clerk publishes notices of public hearings on the Proposed Budget and on the proposed property tax levy for the next year. The levy must be established prior to November 30th.

Two budget hearings are required, with the final hearing held by the first Monday in December.

Adoption and Implementation Phase

Following a public hearing, the Council establishes the property tax levy. After the two budget hearings, the Council adopts the Final Budget which must be accomplished by December 31 of each year. Soon thereafter the budget is published for the public. The budget may be changed any time after it is adopted by the Council passing another ordinance in an open public meeting. Budget amendments may occur as needed during the implementation year.

During implementation, all Department Heads are responsible for meeting stated goals within budgeted resources. Regular monitoring reports inform them by comparing actual transactions to date to the adopted budget. At least quarterly, these reports are published for the City Council.



The Budget Cycle

2014 City Revenues

TAXES

Taxes contribute the largest portion of continuing revenues that support the City of Centralia's general government functions like public safety, courts, parks, planning and administration. Certain taxes have restricted uses and are segregated into separate funds. This section provides a brief overview of the types of taxes collected by the City.

Property Tax In Washington, the County Assessor determines the value of all real and personal property which is subject to ad valorem taxation within the County, except certain public service properties which are valued by the State Department of Revenue. State law allows a city to levy up to \$3.375 per \$1,000 of the assessed value of a taxable property, subject to significant limitations. Regular property taxes may be used for any lawful city purpose, including maintenance and operation and bonded debt.

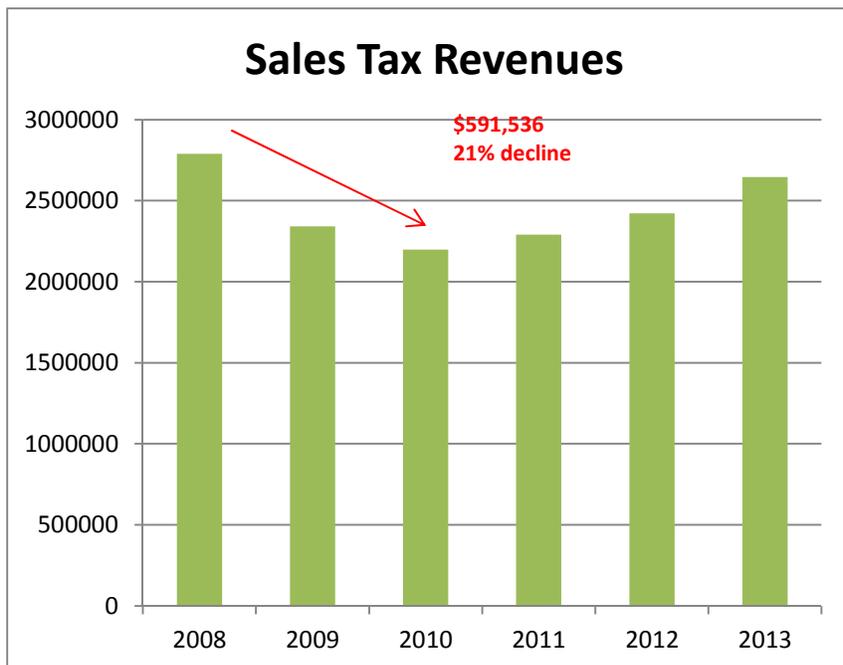
The limitations are those which reduce the maximum levy rate, such as annexation to a library district, and those which establish ceiling (a lid) for the amount of tax revenue that may increase each year. Statutes currently limit the levy increase to 1% or the growth in the implicit price deflator, other than taxes on new construction or properties in an annexed area. The exception to this limit is a "levy lid lift". Jurisdictions with a tax rate less than their statutory maximum may ask voters to "lift" the levy lid by increasing the rate to some amount equal or less than maximum. The ballot must state the proposed rate and be approved by a simple majority of the voters.

Since the regular property tax increase limitation applies to the total dollar amount levied rather than to the rate, increases in total assessed value could result in a reduction in tax rate. If total valuations decrease, the rate itself may be higher. Within this one percent (1%) limitation, there is a further ceiling set by statute, that of \$5.90 per \$1,000 value for the aggregate of all rates of overlapping taxing entities. Should this limit be exceeded, one of the junior taxing entities would be required to reduce its levy. The City of Centralia is not a junior taxing entity.

With the formation of the Riverside Fire Authority (RFA), the City Council authorized the RFA to use \$1.50 of the City's rate authority to fund fire protection services. The Council has elected to refrain from using its remaining rate authority. For 2014, the Council approved the available 1% increase in the levy as allowed under current statutes, and, based on property values of new construction and annexation properties, the levy increased slightly.

Local Sales and Use Tax The State first levied a retail sales tax and a corresponding use tax on taxable retail sales and uses of personal property in 1935. Sales taxes currently are imposed on the purchase by consumers (including businesses and governmental entities) of a broad base of items and services, including construction (labor and materials), machinery and supplies, services and repair. The use tax supplements the sales tax by taxing the use of certain services and by taxing personal property on which a sales tax has not been paid (such as items purchased in a state that imposes no sales tax). Among the various items not currently subject to sales and use taxes are most personal services, motor vehicle fuel, most food for off-premises consumption, trade-ins and purchases for resale.

Sales taxes upon applicable retail sales are collected by the seller from the consumer. Use taxes are payable by the consumer upon applicable rendering of services or uses of personal property. Each seller is required to hold taxes collected in trust until remitted to the State Department of Revenue (DOR) usually on a monthly basis. The City's sales and use tax revenue is remitted by DOR on a monthly basis under a contract that provides for a deduction of 1% of the tax collected for administration costs. Distribution to the City lags approximately two months behind collection from the sellers.



The "Great Recession," which has been felt in many municipalities, shows clearly its impact on the sales tax revenues of Centralia. The largest source of sales tax is the retail trade sector. Next largest is food services. For the past two years, the construction and wholesale trade, though on the increase, are each adding less than \$250K to the revenue stream. This was expected to change in 2013 and 2014. A one-time large project by the Dept. of Transportation and construction of the Lewis County Event Center did add over \$200K new monies in sales tax revenues in 2013. However, the City has yet to reach 2008 levels from this source.

Utility Taxes Utility taxes are the largest revenue source for the City General Fund, providing over 40% of all operations financing. The City is authorized to impose a utility business and occupation tax on the gross receipts of investor owned utilities providing service to customers within the City. Except for storm and surface water, the utility tax on gross receipts of City-owned utilities applies to all customers, even those outside the City limits. The maximum rate is 6% on electrical, natural gas and telephone businesses, unless a higher rate is approved by the voters. There is no limit on the rate for other utilities. The City's utility tax rates are as follows: 6% on electricity, 6% on natural gas, 6% on network telephone services, 8% (3% net) on cable, 10% on water services, 14% on sewer services and 10% on storm and surface water services. The annual collections of investor-owned utilities operating in the City in 2013 totaled \$731,474. The annual collections from City-owned utilities in 2013 totaled \$2,849,514. The 2014 projection is \$3,696,400, a slight increase (.8%) from the prior year's budget.

Gambling Tax Distributions The City imposes a gambling tax on the gross receipts derived by operators of gambling activities, including punchboards, pull-tabs, bingo, raffles, amusement games, and social card games. Taxable receipts from bingo, raffles, and amusement games are net of the amount paid as prizes and when conducted by bona fide charitable or nonprofit organizations have additional exclusions that reduce the amount of tax imposed. The rates imposed by the City range from 0% to 10%, depending on the classification of the gambling

operation subject to the tax. The annual collections by the City in 2013 were \$33,745 and projected to be \$32,300 in 2014.

Real Estate Excise Tax Another source of tax revenue for the City is a real estate excise tax, which is levied on each sale of real property within the City at the rate of 0.50% of the selling price. (This is in addition to the real estate excise tax imposed by the State at the rate of 1.28 percent.) The first 0.25% tax ("REET 1") is imposed pursuant to RCW 82.46.010 and may be used solely for financing certain "capital projects" specified in a capital facilities plan element of the City's a comprehensive plan. Eligible "capital projects" for REET 1 include: streets, roads, highways, sidewalks, street and road lighting systems, traffic signals, bridges, domestic water systems, storm and sanitary sewer systems, parks, recreational facilities, law enforcement facilities, fire protection facilities, trails, libraries, administrative and judicial facilities.

The second 0.25% tax ("REET 2") is imposed pursuant to RCW 82.46.035(2) and may be used solely for the following capital projects specified in a capital facilities plan element of the City's Comprehensive Plan. Eligible "capital projects" for REET 2 include: streets, roads, highways, sidewalks, street and road lighting systems, traffic signals, bridges, domestic water systems, storm and sanitary sewer systems, and planning, construction, reconstruction, repair, rehabilitation, or improvement of parks. REET 2 excludes the use of funds to acquire land for parks.

The City must deposit and account for real estate excise tax proceeds in a separate capital projects fund. REET 1 and REET 2 revenues must be tracked separately because the uses to which they may be put are different.

Real estate excise taxes are collected by the County Treasurer of the county within which the property sale is located and distributed to the City periodically. The annual revenues to the City in 2013 totaled \$200,442 and are projected for 2014 at \$170,000.

Hotel/Motel Tax Distributions Taxes from this source must be used to promote tourism as defined in state statutes. The City receives both "regular" and "additional" taxes on hotel and motel revenues. The "regular" hotel/motel tax distributions are for a local option tax of 2% on sales of hotel/motel rooms. The regular hotel/motel tax is not paid in addition to other state and local sales taxes. Instead, it is credited against the state's 6.5% retail sales tax. Cities can levy the regular hotel/motel tax within their corporate limits and counties can levy the tax in unincorporated areas and within cities that do not levy the tax. The annual distribution for the City in 2013 was \$64,449 and is projected to be \$55,000 in 2014.

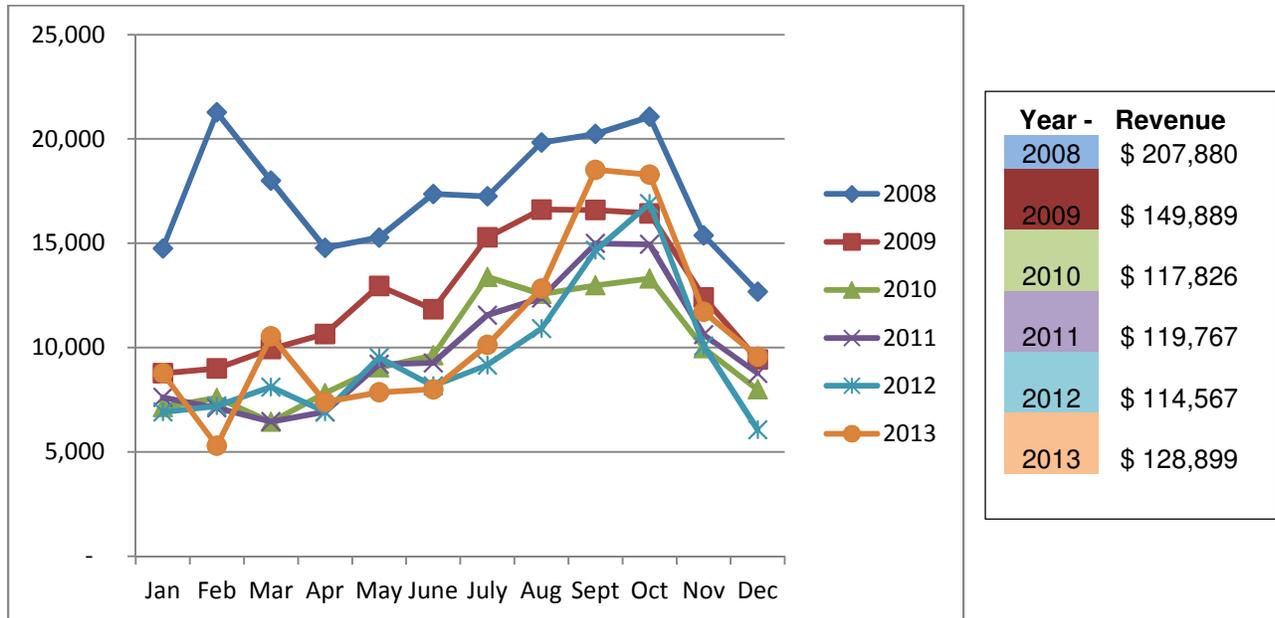
The "additional" hotel/motel tax distributions have been authorized by statute for specific cities and counties for specific purposes. These taxes, which vary in rate from two to three percent, are paid in addition to all other state and local sales taxes. The City of Centralia is authorized to levy an additional hotel/motel tax of 2% on all hotel/motel lodging for visitor and convention promotion and development. The "additional" 2% distribution for the City in 2013 was also \$64,449 and is projected to be \$55,000 in 2014.

The City Council has historically allocated a portion of these tax revenues to fund various local programs which promote tourism. It also elected to dedicate a significant portion toward the Lewis County Event Center and Sport Complex.

The chart below reveals that the combined revenues of both basic and additional hotel-motel taxes for Centralia have decreased by about 47% from a high of over \$207,000 in FY 2008.

The projected combined total for 2014 is \$110,000. This amount meets the City's portion of the debt obligation for the Lewis County Event Center and Sports Complex. It also is expected to provide \$35,000 for local tourism promotions.

Centralia Hotel/Motel Tax Revenue



Motor Vehicle Fuel Tax Distributions The City receives a distribution of State revenues collected on each gallon of motor vehicle fuel which is imported, produced, or delivered in the State. The State currently levies several taxes totaling \$0.375 per gallon on motor vehicle fuel and on special fuel (diesel) under RCW 82.36.025 and 82.38.030. Cities receive about 10.7% of the \$0.23 per gallon tax, and about 8.3% of the \$0.03 tax levies. The term “motor vehicle fuel” includes gasoline and other flammable gas or liquids that are used to propel motor vehicles or boats, except that it does not include special fuels such as diesel and propane which are subject to the special fuel tax. The total annual distribution to the City in 2013 was \$344,968. The projection for 2014 is \$350,000.

Funds are distributed monthly on a per capita basis and are placed in the City's Street Fund to be spent for: salaries and wages, material, supplies, equipment, purchase or condemnation of right-of-way, engineering or any other proper highway or street purpose in connection with the construction, alteration, repair, improvement or maintenance of any city street or bridge, or viaduct or underpass along, upon or across such streets. Cities are required to spend 0.42% of their gas tax receipts on paths and trails, unless that amount is \$500 or less. The City of Centralia has established a special revenue fund to accumulate monies for improvements to paths and trails.

OTHER GENERAL REVENUE SOURCES

Licenses, Permit and Franchise Fees. Another source of revenue for the City includes licensing, permit and franchise fees. For the General Fund, the two largest revenue sources in this category are the cable franchise fee and building permits. The annual collections by the City

in 2013 totaled \$421,288 and for 2014 are projected at \$413,700. The Street Fund also receives franchise fees per contract from its waste hauler. This amounted to \$174,573 in 2013 and is budgeted at a similar level for 2014.

Fines and Forfeitures The Centralia Municipal Court assesses fines and charges for infractions committed within its boundaries at amounts established pursuant to state statutes. A portion of these revenues are sent to the state each month. In addition, the City collects fines and penalties for enforcement of code violations. The revenues from this source for 2013 was \$250,473 and is projected to be \$251,400 for 2014.

Charges for Services The City collects fees and charges for a variety of services including those related to growth and development (plan check fees, zoning fees), for recreation programs, and for interdepartmental services. The largest and most stable component are charges for in-house services (management, finance, human resources, legal) which are prorated to the utility funds based on a cost allocation plan. The revenue from this source for 2013 was \$1,123,330 and is projected to be \$1,113,700 for 2014.

State Shared Revenues Although, the State Legislature has redirected many state shared revenues away from cities (and counties) to address the State's own budget woes, the City of Centralia still gets a portion of liquor related revenues and criminal justice funds. These are distributed on a per capita basis per the official April 2013 population figures.

- *Liquor "profits" and liquor tax revenues* will be impacted by the dissolution of the State run liquor stores. Monies due the cities will still be distributed based on population with the per capita estimate being estimated at \$9.897 for "profits" and \$1.19 for "tax". The annual distribution from this source for the City in 2013 was \$161,178. For 2014, the projected revenue from both sources has been budgeted as \$167,330.
- *Criminal Justice revenues* have now, with the repeal of the motor vehicle excise tax, become dependent upon transfers from the state general fund pursuant to statutes. The distribution is substantially based on population. For 2013, the estimated per capita amount is \$0.87 for special programs which must address domestic violence, crime prevention and child abuse prevention programs. Another portion, estimated at \$0.26 per capita, is population based. The annual distribution from this source for the City in 2013 was \$96,634 and is projected for 2014 at \$68,000.

While not an all-inclusive listing, this section is meant to show the many sources and amounts of funding used for the **general governmental services** of the City. It also points out that some of these sources have restricted applications and their use is not discretionary.

REVENUES FROM UTILITY RATES

The largest revenue source for City services are those revenues that derive from utility rates paid by customers (rate payers) of the four utility services provided by the City. These are **enterprise services** revenues and comprised over 60% of all City funds received in 2013. The utility rates are established by the City Council and are meant to cover the costs of utility

operations, routine maintenance and the capital expenditures necessary to maintain the utility infrastructure systems. Because each utility service is a separate enterprise, revenues from one type of service may not be expended on costs of another service. The costs of items that benefit each service, such as billing and customer service center, may be shared,.

Rate revenues may increase as demand for services increase through higher usage or when new customers are added. Revenues may also increase when the rates themselves are changed upward when justified by increased costs of providing the services. The Centralia Municipal Code (CMC) prescribes that the water and wastewater rates be tied to an external index (the CPI-U) and are changed in January of each year. The storm and surface water rates have not been changed since the implementation of that separate program in 2007.

The electric utility costs are dependent on many external factors that are less stable than costs of the other utilities. Updates of electric rates typically follow extensive rate studies that aim to forecast these changeable costs based on current demand and market conditions. The most recent rates were established in 2013 for 2013 and 2014. (See CMC Chapters 13.04.02;15.04.110;15.10.350;and 15.40.030) In addition to rate revenues, many of the utilities also charge capital facility fees when new customers require enhancements to the existing system.

REVENUES FROM STATE AND FEDERAL GRANTS AND LOANS

Grants from state and federal agencies provide needed funds for projects that may be beyond the financing resources of the City. The application process identifies the specific projects, outlines the eligibility requirements, ongoing responsibilities associated with receiving the grant, and whether or not matching funds are required from the City. While some grants may be recurring for several years, most are considered **one-time revenues**. Many grants are reimbursable, meaning that the City must have sufficient cash flow to expend on the project before being reimbursed with grant monies. The City Council approves acceptance of grants on a case by case basis and they are included in the budget only when approved. The City received \$541,103 from prior grants last year and has budgeted \$1,493,755 for federal and \$1,157,008 for state grants for 2014.

Loans from the State Public Works Trust Fund and State Revolving Fund have financed the construction of water and wastewater utility infrastructure. Repayment is from utility revenues. The annual payments of principal and interest are budgeted in the Water Fund and Wastewater Funds. The schedule of remaining loan obligations is reported in the Budget Appendix.

FINANCING FROM SALE OF BONDS

Bond proceeds have been used to fund a substantial portion of the City's utility and general infrastructure capital improvements in the past. These one-time revenues are budgeted when received to fund their designated projects. Usually, a portion of the bond proceeds remain unspent at year end and are budgeted again in the next fiscal period to complete the project. The 2014 Budget includes carry-over of the \$1.1 million in proceeds from the 2013 issuance of Qualified Energy Conservation Bonds.

BEGINNING FUND BALANCES AND RESERVES

The Centralia Financial Policies provide that ongoing revenues cover the ongoing expenses for each fiscal year and that one-time revenues be earmarked for one-time expenditures. Throughout the detailed budget pages that follow, the line “Beginning Fund Balance Used” is indicated, often as an additional source of financing for the budgeted expenditure appropriations. This section describes how this term is defined and applied in the budget.

The Beginning Fund Balance is the estimate of funds remaining unspent at the end of a fiscal year. The amount will fluctuate depending upon the amount of reserves, the under/over collection of revenues, and the under/over expenditure of appropriations. In Cash Basis funds, it represents cash or cash equivalents and has only two categories for audit reporting: reserved or unassigned. The General Fund and Street Fund are the major examples in this budget. However, by policy, the City Council has identified its intended uses for the General Fund by targeting 7.5% for capital projects, operations and baseline amounts. It also indicates other specific reserves, such as for future costs of leave and LOEFF responsibilities.

For the Special Revenue Funds, Capital Project Funds, Debt and Fiduciary Funds, all fund balance amounts are considered reserved (restricted) for the named purposes of each fund.

The term Fund Balance, in GAAP Basis fund reporting, is the difference between assets and liabilities. The utility funds operate on this basis and portions of their fund balances may be classified as non-spendable, restricted, committed, assigned or/and unassigned. The classifications have important implications for utility funds which have legally enforceable restrictions on their cash through bond agreements. The detail budget pages for utilities identify the following categories:

- Customer Deposits – cash from utility customers as security payment for final charges
- Debt Reserves – cash held and required by creditors to make final debt payments or accumulated to make debt payments when due
- Bond Construction Funds – unspent cash proceeds from bonds issued for specific purposes
- Equipment Replacement – cash set aside for scheduled replacement of vehicles and equipment
- Capital Reserves – cash set aside for capital improvement such as infrastructure replacement projects or emergency major repairs
- Operating Reserves – cash set aside to support current operating expenses. For the Utilities, the amount is set as a prescribed number of days of operations costs to pay outstanding bills in the event of an unplanned revenue shortage (Electric 90 days, Wastewater 60 days, Water 60 days, and Storm & Surface Water 45 days.)

The 2014 Adopted Budget pages exhibit the prior year and estimated fund balances for the various funds and indicate amounts to be used in the current fiscal year. The pages also show, by categories, how the fund balance is distributed among “reserves”. These fund balance levels aim to protect the City's credit worthiness as well as its financial position from emergencies.

CITY OF CENTRALIA

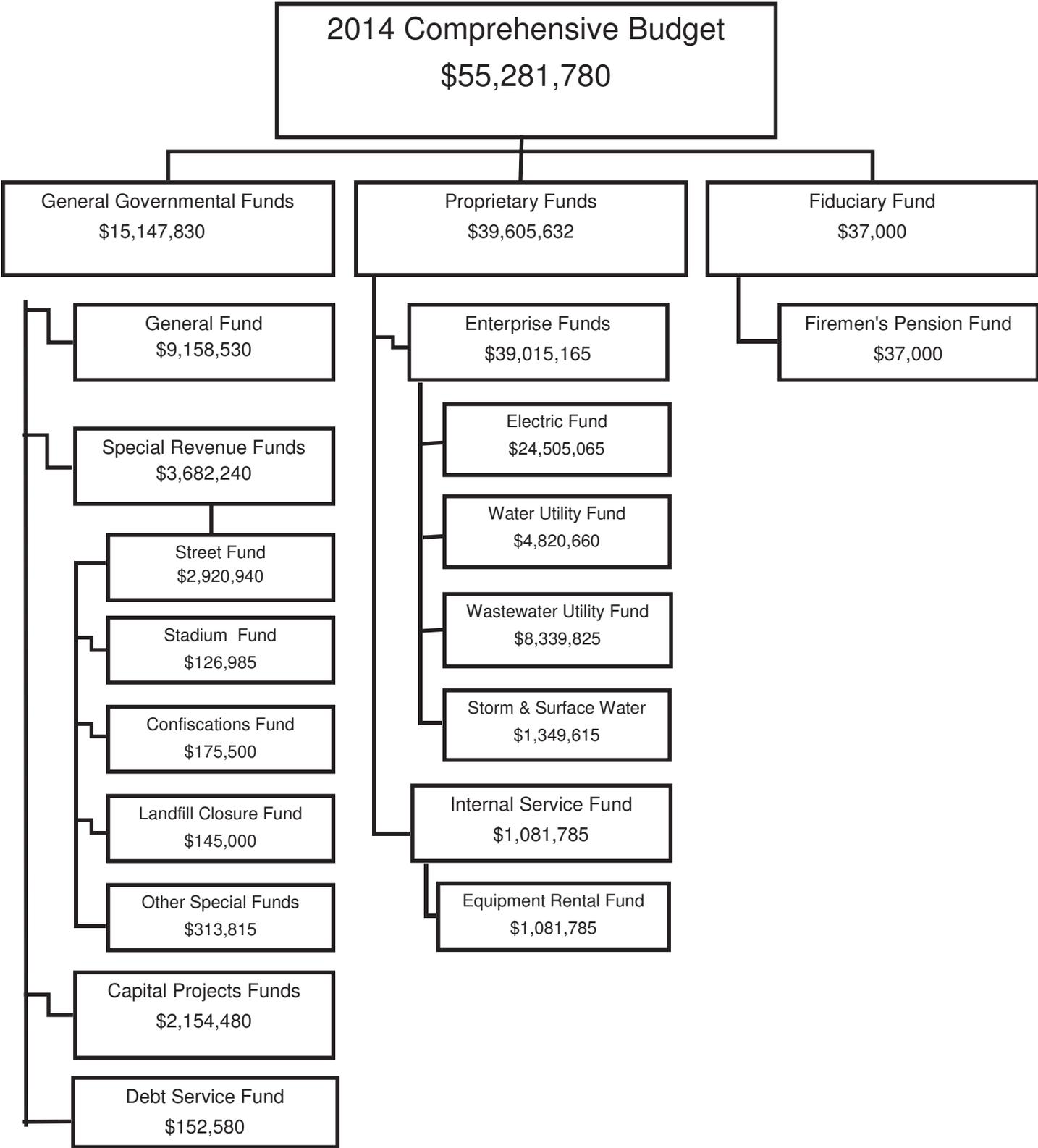
BUDGET SUMMARY SECTION

CHART: CITY ORGANIZATION BY FUND TYPE

ALL FUNDS SUMMARY BY REVENUE AND
EXPENDITURE CATEGORIES

COMPREHENSIVE BUDGET BY FUNDS

CITY OF CENTRALIA



CITY OF CENTRALIA

ALL FUNDS - 2014 ADOPTED BUDGET

SUMMARY BY REVENUE AND EXPENDITURE CATEGORY

	Major Governmental Funds			Major Proprietary Funds			Nonmajor Governmental Funds	Nonmajor Proprietary Funds	Nonmajor Fiduciary Fund	TOTAL ALL FUNDS
	General Fund	Street Fund	Capital Projects	Electric Fund	Water Fund	Wastewater Fund				
Revenues and Other Sources:										
Beginning balance used		495,000	1,387,950	1,141,665		497,295	242,160	511,000	15,800	4,290,870
Taxes	6,960,000	242,015	170,000				110,000		20,000	7,502,015
Licenses and Permits	413,700	174,570					-			588,270
Intergovernmental	312,330	1,785,755	423,508	428,700			184,610	732,500		3,867,403
Charges for Services	1,113,700	18,000		22,047,650	4,724,260	7,675,700	25,000	1,099,670		36,703,980
Fines and Forefeits	251,400			234,630	35,300	83,730	65,000	6,300		676,360
Miscellaneous	107,400	205,600	2,500	652,420	31,100	43,100	14,700	81,930		1,138,750
Other Financing Sources			170,522		30,000	40,000	272,410		1,200	514,132
Total Financing	9,158,530	2,920,940	2,154,480	24,505,065	4,820,660	8,339,825	913,880	2,431,400	37,000	55,281,780
Expenditures:										
General Government	2,514,585						5,040			2,519,625
Public Safety	5,540,570						140,500		37,000	5,718,070
Public Works		1,228,700		18,400,190	3,719,205	5,399,550	290,000	806,380		29,844,025
Culture & Recreation	1,103,375						106,775			1,210,150
Economic Environment										-
Intergovernmental				26,000	35,000	2,500				63,500
Other Financing Uses		82,240								82,240
Capital Outlay		1,610,000	1,689,280	3,278,225	509,675	236,240	127,000	1,047,500		8,497,920
Transfer		-								-
Construction										-
Principal			129,070	1,570,010	443,910	2,049,960	160,000	5,950		4,358,900
Interest			20,830	1,230,640	48,190	92,900	84,565	3,550		1,480,675
Non-Operating			315,300	0	64,680	558,675		568,020		1,506,675
Total Expenditures & Uses	9,158,530	2,920,940	2,154,480	24,505,065	4,820,660	8,339,825	913,880	2,431,400	37,000	55,281,780
Fund Balance - Beginning	3,311,167	579,610	1,387,950	14,244,288	5,870,214	7,668,678	662,230	1,325,204	926,000	35,664,174
Fund Balance - Ending (Est.)	3,311,167	84,610	0	13,102,623	5,934,894	7,407,623	420,000	1,253,064	910,200	29,113,014

CITY OF CENTRALIA

2014 ADOPTED BUDGET

COMPREHENSIVE SUMMARY BY FUND

#	FUND	2010 Actual	2011 Actual	2012 Actual	2013 Budget	2014 Adopted	Difference	
							2014-2013 Amended Amount	% Chg
001	GENERAL FUND	10,853,214	9,335,744	8,930,849	9,109,116	9,158,530	49,414	0.5%
101	STREET FUND	915,268	982,411	952,425	3,036,530	2,920,940	(115,590)	-3.8%
104	PATHS & TRAILS FUND	12,526	15,660	0	4,235	5,975	1,740	41.1%
106	REPAIR & DEMOLITION FUND	416	17,264	1,500	1,500	2,700	1,200	80.0%
107	ELECTRIC UTILITY REVOLVING FUND	21,286	33,351	32,532	0	0	0	0.0%
108	PARK IMPROVEMENT FUND	0	0	0	8,800	10,800	2,000	22.7%
109	STADIUM FUND	1,313,397	177,421	121,588	127,985	126,985	(1,000)	-0.8%
111	CONFISCATIONS/SEIZURES FUND	40,379	15,890	31,655	40,000	175,500	135,500	338.8%
112	LAW ENFORCEMENT GRANT FUND	230,507	192,746	197,579	159,185	0	(159,185)	-100.0%
114	INDOOR POOL FUND	37,184	11,758	4,973	10,000	10,000	0	0.0%
124	BORST PARK CONSTRUCTION FUND	10,991	30,694	61,133	132,200	132,200	0	0.0%
125	BORST HOME FUND	32	169	586	4,920	4,800	(120)	-2.4%
130	WASH LAWN CEMETERY FUND	0	0	0	2,340	2,340	0	0.0%
131	LANDFILL CLOSURE FUND	179,660	169,970	141,339	194,315	145,000	(49,315)	-25.4%
132	LANDFILL OPERATING TRUST FUND	179,660	169,970	141,339	194,315	145,000	(49,315)	-25.4%
201	DEBT SERVICE FUND	n/a	n/a	n/a	n/a	152,580	152,580	n/a
302	CAPITAL PROJECTS FUND	212,240	460,008	237,476	172,420	465,200	292,780	169.8%
303	ENERGY EFFICIENCY CAPITAL PROJECT	n/a	n/a	n/a	n/a	1,689,280	1,689,280	n/a
401	CITY LIGHT FUND	21,889,406	20,959,957	22,219,598	25,223,703	24,505,065	(718,638)	-2.8%
402	WATER FUND	3,919,303	3,825,559	4,029,522	5,034,179	4,820,660	(213,519)	-4.2%
403	WASTEWATER FUND	6,789,550	9,680,426	8,784,079	7,665,915	8,339,825	673,910	8.8%
405	STORM & SURFACE WATER FUND	773,756	1,143,750	651,931	1,184,100	1,349,615	165,515	14.0%
501	EQUIPMENT RENTAL FUND	413,131	382,321	346,715	497,735	1,081,785	584,050	117.3%
611	FIREMEN'S PENSION FUND	46,190	27,558	22,575	37,000	37,000	0	0.0%
	TOTAL EXPENDITURES	47,838,096	47,632,627	46,909,394	52,840,493	55,281,780	2,441,287	4.6%

CITY OF CENTRALIA

BUDGET DETAIL SECTION

GOVERNMENTAL - GENERAL FUND

OTHER GOVERNMENTAL FUNDS

PROPRIETARY FUNDS

FIDUCIARY FUND

CAPITAL PROJECTS AND PROFESSIONAL SERVICES

CITY OF CENTRALIA

2014 Adopted Budget

Governmental-General Fund

General Fund (001) – to account for all financial resources except those required to be accounted for in another fund.

Departments:

- 011 – City Council
- 012 – Municipal Court
- 013 – City Manager
 - City Clerk
- 014 – Finance
- 015 – City Attorney
- 016 – Human Resources
- 018 – Building Maintenance
- 019 – Non-Departmental
- 020 – Special Appropriations
- 021 – Police
- 022 – Fire/EMS
- 024 – Building Inspector
- 039 – Community Development
- 103 – Parks & Recreation
- 104 – Library

GENERAL FUND 2014 ADOPTED BUDGET SUMMARY

TYPE	2010 Actual	2011 Actual	2012 Actual	2013 Budget	2014 Adopted
BEGINNING FUND BALANCE USED	451,124	0	0	110,652	0
TAXES	6,221,053	6,468,215	6,629,410	6,872,925	6,960,000
LICENSES	436,815	418,271	422,253	407,500	413,700
INTERGOVERNMENTAL	1,895,121	1,245,476	453,210	283,084	312,330
CHARGES FOR SERVICES	1,158,009	947,295	1,145,726	1,074,345	1,113,700
FINES AND FORFEITURES	200,568	222,900	238,920	246,455	251,400
MISCELLANEOUS	157,659	129,315	151,671	114,155	107,400
OTHER FIN. SOURCES	332,865	26,829	0	0	0
TOTAL REVENUES	10,853,214	9,458,301	9,041,190	9,109,116	9,158,530

TYPE	2010 Actual	2011 Actual	2012 Actual	2013 Budget	2014 Adopted
SALARIES	4,548,335	4,397,021	4,446,262	4,547,835	4,617,828
BENEFITS	1,880,840	1,970,153	1,906,874	1,951,840	2,012,222
SUPPLIES	342,309	346,584	287,110	322,900	333,200
OTHER SERVICES & CHARGES	2,668,667	1,356,328	1,115,362	1,214,281	1,286,765
INTERGOVERNMENTAL	635,122	629,472	663,888	678,815	673,075
INTERFUND	106,311	107,335	117,709	0	0
OPERATING TRANSFERS OUT	58,127	65,753	57,982	170,685	45,170
DEBT PRINCIPAL	171,786	184,880	174,754	178,225	181,816
DEBT INTEREST	18,484	18,828	15,560	12,035	8,454
CAPITAL OUTLAY	423,233	259,390	145,348	32,500	0
TOTAL EXPENDITURES	10,853,214	9,335,744	8,930,849	9,109,116	9,158,530

	Actual	Actual	Actual	Year End Estimate	Budget
Beginning Fund Balance	3,411,593	2,960,469	3,083,026	3,193,367	3,311,167
Increase(decrease)	(451,124)	122,557	110,341	117,800	0
Ending Fund Balance	2,960,469	3,083,026	3,193,367	3,311,167	3,311,167

Fund Balance Detail

Reserved					
Excess Comp, Vacation, Sick & LEOFF	321,985	322,553	323,120	373,563	424,063
Distressed Counties	111,204	111,400	111,596	111,749	112,000
COPS Grant	200,000	200,000	148,491	0	0
other Reserves	127,668	142,129	118,039	113,367	119,517
Targeted Reserves					
Capital Projects (7.5%)	675,000	675,000	675,000	685,000	685,000
Baseline (7.5%)	675,000	675,000	675,000	685,000	685,000
Operating (7.5%)	675,000	675,000	675,000	685,000	685,000
	2,785,857	2,801,082	2,726,246	2,653,679	2,710,580
UNASSIGNED	174,612	281,944	467,121	657,488	600,587
	2,960,469	3,083,026	3,193,367	3,311,167	3,311,167

**GENERAL FUND
2014 ADOPTED BUDGET REVENUES BY CATEGORY**

MAJOR CATEGORY	2010 Actual	2011 Actual	2012 Actual	2013 Budget	2014 Adopted	Difference 2013 - 2014	
						Amount	% Chg
PROPERTY TAX	637,823	647,566	648,603	650,800	660,300	9,500	1.5%
PROPERTY TAX-EMS	13,859	8,915	4,668	0	0	0	0.0%
LOCAL SALES TAX	1,928,450	2,058,828	2,178,134	2,288,000	2,328,000	40,000	1.7%
UTILITY TAX	3,387,241	3,489,485	3,532,049	3,666,800	3,696,400	29,600	0.8%
CRIMINAL JUSTICE	189,703	203,042	201,898	211,000	211,000	0	0.0%
ALL OTHER TAXES	63,977	60,379	64,059	56,325	64,300	7,975	14.2%
TAXES	6,221,053	6,468,215	6,629,411	6,872,925	6,960,000	87,075	1.3%
LICENSES	436,815	418,271	422,253	407,500	413,700	6,200	1.5%
INTERGOVERNMENTAL	1,895,121	1,245,476	453,210	283,084	312,330	29,246	10.3%
CHARGES FOR SERVICES	1,158,011	947,295	1,145,726	1,074,345	1,113,700	39,355	3.7%
FINES AND FORFEITURES	200,568	222,900	238,920	246,455	251,400	4,945	2.0%
MISCELLANEOUS	157,659	129,315	151,671	114,155	107,400	(6,755)	-5.9%
OTHER FIN. SOURCES	332,865	26,829	0	0	0	0	
SUBTOTAL	10,402,092	9,458,301	9,041,191	8,998,464	9,158,530	160,066	1.8%
RESERVES USED	451,124	0	0	110,652	0	(110,652)	-100.0%
TOTAL REVENUES	10,853,216	9,458,301	9,041,191	9,109,116	9,158,530	49,414	0.5%

**CITY OF CENTRALIA
GENERAL FUND
REVENUE DETAIL**

	<u>2010 ACTUAL</u>	<u>2011 ACTUAL</u>	<u>2012 ACTUAL</u>	<u>2013 BUDGET</u>	<u>2014 ADOPTED</u>
BEGINNING CASH USED	451,124	0	0	110,652	0
TAXES					
PROPERTY TAXES - REGULAR	637,824	647,566	648,603	650,800	660,300
PROPERTY TAXES - EMS	6,300	2,773	257		
PROPERTY TAXES - EMS EQUIP 15%	7,559	6,142	4,421		
SALES TAX - BASIC .5%	1,071,361	1,143,793	1,210,075	1,271,110	1,298,000
SALES TAX - OPTIONAL .4%	857,089	915,035	968,060	1,016,890	1,030,000
NATURAL GAS USE TAX 6%	34,656	29,912	25,120		33,900
LOCAL CRIMINAL JUSTICE	189,703	203,042	201,898	211,000	211,000
UTILITY TAX - NATURAL GAS 6%	187,943	201,545	192,377	200,000	220,000
UTILITY TAX - ELECTRIC 6%	1,086,950	1,179,355	1,216,030	1,309,700	1,322,500
UTILITY TAX - WATER 10%	387,088	429,740	447,573	462,000	472,200
UTILITY TAX - WASTEWATER 14%	1,011,624	1,004,181	1,036,891	1,054,300	1,074,600
UTILITY TAX - STORM & SURF WATER 1	51,657	52,797	52,976	52,800	53,200
UTILITY TAX - CABLE 3%	90,460	90,682	90,414	88,000	90,000
UTILITY TAX - TELEPHONE 6%	536,863	501,272	470,668	500,000	430,000
PUNCH BOARDS/PULL TABS/PROFIT	41,712	36,906	35,331	35,000	32,000
AMUSEMENT GAMES	469	293	214	325	300
LEASEHOLD TAXES	<u>21,789</u>	<u>23,168</u>	<u>28,505</u>	<u>21,000</u>	<u>32,000</u>
TAXES	6,221,046	6,468,203	6,629,410	6,872,925	6,960,000
LICENSES AND PERMITS					
FIREWORK PERMITS	800	500	400	500	500
FRANCHISE FEE - SOLID WASTE	67,200	67,200	67,200	67,200	67,200
FRANCHISE FEE - CABLE 5%	148,708	151,696	150,953	150,000	150,000
BUSINESS LICENSES	58,710	73,975	71,250	60,000	65,000
BUILDING PERMITS	147,868	112,998	112,827	117,000	117,000
DOG LICENSES	9,297	7,681	15,161	10,000	11,000
STREET & CURB PERMITS	2,360	1,349	3,341	2,000	2,000
CONCEALED PISTOL LIC - CITY	<u>1,072</u>	<u>1,057</u>	<u>1,121</u>	<u>800</u>	<u>1,000</u>
CONCEALED PISTOL LIC - STATE					
LICENSES AND PERMITS	436,015	416,456	422,253	407,500	413,700
INTERGOVERNMENTAL REVENUE					
DOJ/BULLETPROOF VESTS	6,176	418	2,085	3,000	3,000
DOJ/BYRNE/JUSTICE ASSIST	14,675				
DOE/OCDETF REIMBURSEMENTS		3,490	251		
DOI/CTED/EDISON DIST		0	13,000		
DOJ/CTED/STOP GRANT		58,826	14,987		25,000
DOT/WASPC/TRAFFIC SAFETY	3,158	4,175	4,398	5,000	5,000
DOT/TRAFFIC SAFETY/WASPC	9,388	10,540	3,598	5,000	5,000
HOMELAND SEC/PUBLIC ASSIST/FEMA	59,424	4,332	11,058		
HOMELAND SEC/HAZARD MITIGATION	21,075	348,151	13,260		
HOMELAND SEC/HAZARD MITIG-ELEVA	788,923	250,319	11,857		
HOMELAND SEC/EMG MGT PERFORMA	21,993	19,580	26,774	25,000	20,000
HOMELAND SECURITY/CITIZEN CORP		2,273			
OFFICE OF PUBLIC DEFENSE	10,000				
FEMA/MILITARY/DISASTER	4,644	57,705	4,036		
FEMA ELEVATION	131,487	41,720	1,976		
FEMA HAZARD MITIGATION	3,513	320			
TRAFFIC SAFETY COM GRANT	795				
WORK STUDY PROGRAM-CENT COLLEGE	1,508	3,605	4,584		1,000
CITY ASSISTANCE	64,614	4,488	23,792	15,000	15,000

CITY OF CENTRALIA
GENERAL FUND
REVENUE DETAIL

	<u>2010</u> <u>ACTUAL</u>	<u>2011</u> <u>ACTUAL</u>	<u>2012</u> <u>ACTUAL</u>	<u>2013</u> <u>BUDGET</u>	<u>2014</u> <u>ADOPTED</u>
CRIM JUSTICE-HI CRIME	66,042	54,029	55,309	36,000	36,000
CRIM JUSTICE-POPULATION	16,105	16,860	17,865	16,900	18,000
CRIM JUSTICE-SPECIAL PROGRAMS	13,124	13,567	14,093	13,500	14,000
DUI-CITIES	2,886	3,421	3,109	2,800	3,000
LIQUOR EXCISE TAX	77,151	79,450	61,262	13,776	19,755
LIQUOR BOARD PROFITS	124,546	114,179	165,915	147,108	147,575
INTERLOCAL GRANT	<u>300,000</u>				
INTERGOVERNMENTAL REVENUE	1,741,227	1,091,448	453,210	283,084	312,330
CHARGES FOR SERVICES					
MUNI COURT WARRANT FEES	18,209	20,249	32,406	20,000	21,000
CHARGES FOR SVCS/FINANCE	213,634	269,731	283,951	286,750	296,585
CHARGES FOR SVCS/CITY MGR	195,634	159,601	149,612	149,455	142,850
CHARGES FOR SVCS/CITY CLERK	24,111	36,833	35,034	37,040	32,195
CHARGES FOR SVCS/COUNCIL	40,492	41,686	40,263	43,515	50,820
SALE OF MDSE-VENDING MACHINES		876	11		
OUTDOOR POOL CONCESSION	975				
PHOTO COPIES	1,092	1,277	1,061	1,000	500
CHARGES FOR SVCS/PERSONNEL	120,962	91,668	94,586	95,135	95,350
PK-WASHINGTON LAWN CEMETERY	1,400	700	200		
MAINTENANCE-PARKS					12,000
LEGAL SERVICES/COURT	65	38	48	50	50
CHARGES FOR SVCS/LEGAL	103,700	88,617	84,025	85,875	86,110
CHARGES FOR SERVICES/POLICE	8,527	1,982	6,978	4,000	3,000
TRAFFIC SCHOOL		4,950	19,800	12,000	14,000
LAW ENFORCEMENT SERVICES	63,816	63,950	66,330	67,000	69,000
FIRE CONTROL SERVICES	90,078	90,078	90,078	90,075	90,090
PROBATION CHARGES	26,269	23,326	27,896	20,000	30,000
MONITORING OF PRISONERS	13,639	15,586	18,510	12,000	14,000
FINGERPRINT FEES/LOCAL	1,300	1,846	895	600	650
PRE-CONVICTION SUPERVISION COST:	7,735	15,623	18,458	15,000	16,000
FLOOD PLAIN APPLICATIONS	2,700	1,500	550	250	500
ANIMAL CONTROL & SHELTER FEES	3,950	1,480	3,350	1,900	4,000
APPLICATIONS FOR VARIANCES	850	1,750	1,550	1,000	1,000
SITE PLAN REVIEW FEES	2,100	2,550	3,820	2,400	500
PLAN REVIEWS & CHANGES	71,974	51,735	52,594	32,000	32,000
OTHER PLANNING & DEVELOPMENT	75,000				
OUTDOOR POOL-FEES	6,917				
EVENT ADMISSIONS -SUMMERFEST	20,688	20,586	20,020	20,000	24,000
REC-ADULT FITNESS	14				
REC-YOUTH: SPORTS	24,435	9,833	1,550		
REC-YOUTH: TOURNEYS	19,405	17,476	24,884	25,000	25,000
REC-YOUTH: ARTS/CRAFTS	300	1,710	1,760		
REC-YOUTH: ENRICHMENT	235	855			
REC-YOUTH: CAMPS	2,360	4,400	13,120	5,000	5,000
REC-ADULT: SPORTS	43,718	25,416	11,701	20,000	20,000
REC-ADULT: TOURNEYS	919				
REC-FAMILY ACTIVITIES-PROGRAM FEES			140		
OUTDOOR POOL-LESSONS	521				
OTHER FEES-SUMMERFEST VENDOR	2,201	1,461	1,801	1,300	1,500
OTHER REC-PLAYER FEES-YOUTH		9,479	10,503	1,000	1,000
OTHER REC-PLAYER FEES-ADULT		22,475	28,241	25,000	25,000
CHARGES FOR SVCS/CH BLDG	36,977				
CHARGES FOR SVCS-COMM DEV	<u>65,000</u>				
CHARGES FOR SERVICES	1,311,903	1,101,323	1,145,726	1,074,345	1,113,700

**CITY OF CENTRALIA
GENERAL FUND
REVENUE DETAIL**

	<u>2010 ACTUAL</u>	<u>2011 ACTUAL</u>	<u>2012 ACTUAL</u>	<u>2013 BUDGET</u>	<u>2014 ADOPTED</u>
FINES AND FORFEITS					
COURT FINES & FORFEITS			0	245,000	250,000
OTHER PENALTIES	2,066	1,817	2,167		
TRAFFIC INFRACTIONS	108,460	115,438	105,195		
NON-TRAFFIC INFRACTIONS	2,321	2,380	2,319		
PARKING FINES	320	1,045	825		
DUI FINES	7,117	6,045	6,207		
OTHER CRIM TRAFFIC MISDEMEANOR	38,729	48,551	59,804		
OTHER CRIMINAL NON-TRAFFIC	17,475	17,522	21,067		
PUBLIC DEFENSE REIMBURSEMENT	24,066	30,046	40,065		
COURT INTERPRETER REIMBURSEMENT	15	55	24		
PENALTIES & INTEREST-OTHER TAXES	7	13	56	55	0
PENALTIES ON BUSINESS LICENSES	<u>800</u>	<u>1,815</u>	<u>1,190</u>	<u>1,400</u>	<u>1,400</u>
FALSE ALARM BILLING					
FINES AND FORFEITS	201,376	224,728	238,920	246,455	251,400
MISCELLANEOUS REVENUE					
INTEREST EARNINGS	8,412	5,290	5,351	3,500	3,000
INTEREST EARNINGS/OTHER RESERVE	1,725	962	968	600	500
INTEREST - STATE SALES TAX	3,317	1,648	926	800	700
INTEREST - COURT	8,679	9,006	13,017	7,500	10,000
INTEREST - WILSON HOTEL	22,711	7,624			
PK-FIELD RENT	12,637	15,435	18,537	16,500	16,000
PK-OTHER RENT(BRST HM, KITCHENS)	35,405	35,225	33,055	24,000	24,000
OTHER RENT - FOX THEATRE			6,300		1,200
PKG LOT SPACE RENTAL	1,818	1,510	2,153	6,500	2,000
LONG TERM LEASE-TRAIN DEPOT	20,130	32,956	34,748	33,755	34,000
CONCESSIONS-PARK COMPLEX	2,080	2,068	2,642	1,800	1,800
PK-MISC DONATIONS	1,310	650			
CONTRIBUTIONS-SUMMERFEST	7,810	7,031	4,230	5,000	5,000
GIFTS/PLEDGES/GRANT-OUTDOOR POI	5,796				
CONTRIBUT - BORST XMAS LIGHT SHOW			3,250		
SALE OF SCRAP & SALVAGE	5,838	454	665		
SALE OF UNCLAIMED PROPERTY			1,146		
JUDGMENTS & SETTLEMENTS	721	359	755		
CASH OVER & SHORT	(8)	(108)	93		
MISC REV/COURT	440	338	174	200	200
MISC REV/NON-TAX/NSF	4,542	3,600	3,390	3,000	3,000
MISC REV/L&I REIMBURSE	9,837	(419)	5,858	5,000	
MISC REV/UNCLAIM/EVID	<u>4,462</u>	<u>5,685</u>	<u>14,414</u>	<u>6,000</u>	<u>6,000</u>
MISCELLANEOUS REVENUE	157,659	129,315	151,671	114,155	107,400
OTHER FINANCING SOURCES					
INTERGOVT LOAN PROCEEDS	300,000				
INSURANCE RECOVERIES	4,079				
OPERATING TRANSFER IN	28,786	22,794			
INSURANCE RECOVERIES		<u>4,034</u>			
OTHER FINANCING SOURCES	332,865	26,829	0	0	0
GENERAL FUND TOTAL	10,853,216	9,458,301	9,041,191	9,109,116	9,158,530

GENERAL FUND
2014 ADOPTED BUDGET EXPENDITURE SUMMARY BY TYPE

TYPE	2010 Actual	2011 Actual	2012 Actual	2013 Budget	2014 Adopted	Difference	
						2013 - 2014 Amount	% Chg
SALARIES	4,548,335	4,397,021	4,446,262	4,547,835	4,617,828	69,993	1.5%
BENEFITS	1,880,840	1,970,153	1,906,874	1,951,840	2,012,222	60,382	3.1%
SUPPLIES	342,309	346,584	287,110	322,900	333,200	10,300	3.2%
OTHER SERVICES & CHARGES	2,668,667	1,356,328	1,115,362	1,214,281	1,286,765	72,484	6.0%
INTERGOVERNMENTAL	635,122	629,472	663,888	678,815	673,075	(5,740)	-0.8%
INTERFUND	106,311	107,335	117,709	0	0	0	0
OPERATING TRANSFERS OUT	58,127	65,753	57,982	170,685	45,170	(125,515)	-73.5%
DEBT PRINCIPAL	171,786	184,880	174,754	178,225	181,816	3,591	2.0%
DEBT INTEREST	18,484	18,828	15,560	12,035	8,454	(3,581)	-29.8%
CAPITAL OUTLAY	423,233	259,390	145,348	32,500	0	(32,500)	-100.0%
TOTAL EXPENDITURES	10,853,214	9,335,744	8,930,849	9,109,116	9,158,530	49,414	0.5%

GENERAL FUND

2014 ADOPTED BUDGET EXPENDITURE SUMMARY BY DEPARTMENT

Department	2010 Actual	2011 Actual	2012 Actual	2013 Budget	2014 Adopted	Difference 2013-2014	
						Amount	% Chg
CITY COUNCIL	67,487	71,086	68,659	67,925	88,040	20,115	29.6%
MUNICIPAL COURT	390,191	427,838	390,140	404,781	406,680	1,899	0.5%
MANAGEMENT/EXECUTIVE	422,500	345,878	335,037	315,915	313,685	(2,230)	-0.7%
FINANCE	356,057	366,724	386,060	382,396	401,380	18,984	5.0%
CITY ATTORNEY	259,250	263,368	249,723	251,804	262,820	11,016	4.4%
HUMAN RESOURCES	241,925	242,255	249,973	276,245	274,105	(2,140)	-0.8%
BUILDING MAINTENANCE	184,651	183,492	214,030	193,475	207,080	13,605	7.0%
NON-DEPARTMENTAL	733,475	172,109	121,656	131,600	112,880	(18,720)	-14.2%
SPECIAL APPROPRIATIONS	56,513	31,456	21,592	29,926	22,100	(7,826)	-26.2%
POLICE	4,763,566	4,955,541	5,229,579	5,376,971	5,301,007	(75,964)	-1.4%
FIRE	270,088	282,431	293,592	273,080	239,563	(33,517)	-12.3%
BUILDING INSPECTOR	179,862	171,728	177,755	186,780	190,890	4,110	2.2%
COMMUNITY DEVELOPMENT	1,570,193	724,712	192,778	191,983	234,925	42,942	22.4%
ECONOMIC DEVELOPMENT	10,208	0	0	0	0	0	0.0%
PARKS & RECREATION	1,312,755	1,062,675	964,551	988,126	1,057,680	69,554	7.0%
LIBRARY	34,493	34,451	35,725	38,110	45,695	7,585	19.9%
TOTAL EXPENDITURES	10,853,214	9,335,744	8,930,849	9,109,116	9,158,530	49,414	0.5%

CITY COUNCIL

The City Council provides elected representation of the citizens in the City's governing body. It sets public policy for the community with the primary criteria being the safety, health and general welfare of the community.

It reviews and approves the City's long term planning documents such as the annual budget, six-year transportation plan, and City Comprehensive Plan. It meets regularly to consider land use applications, approve expenditures of funds and review modifications to existing plans and policies.

Council Members represent the City at varied local and regional boards and commissions as assigned.

The Council invites citizen comments through its advisory boards, commissions and committees. It appoints members to:

- Planning Commission
- Lodging Tax Committee
- Historic Preservation Commission
- Park & Recreation Advisory Board
- Civil Service Commission

Council Meetings are held at 7:00 pm
2nd and 4th Tuesday of each month
City Hall — Council Chambers
118 W. Maple Street



Gabe Anzelini
At Large Position No. 3



Lee Coumbs
At large Position No. 2



Bonnie Canaday, Mayor
District No. 4



Patrick Gallagher
District No. 3



John Elmore, Mayor Pro Tem
District No.2



Ron Greenwood
District No. 1



Bart Ricks
At Large Position No. 1

CITY COUNCIL (011)
REVENUES/EXPENDITURES/STAFFING SUMMARY

REVENUES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Charges for Services	\$40,492	\$41,686	\$40,263	\$43,515	\$50,820	16.8%
Tax/Misc Revenue Required	<u>26,995</u>	<u>29,400</u>	<u>28,396</u>	<u>24,410</u>	<u>37,220</u>	52.5%
TOTAL	\$67,487	\$71,086	\$68,659	\$67,925	\$88,040	29.6%

EXPENDITURES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Salaries	\$16,800	\$16,800	\$16,800	\$16,800	\$19,200	14.3%
Benefits	38,091	40,760	35,246	36,930	54,645	48.0%
Supplies	738	127	408	200	200	0.0%
Other Services & Charges	<u>11,858</u>	<u>13,399</u>	<u>16,205</u>	<u>13,995</u>	<u>13,995</u>	0.0%
TOTAL	\$67,487	\$71,086	\$68,659	\$67,925	\$88,040	29.6%

STAFFING	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014
Mayor	1	1	1	1	1
Mayor Pro-Tem	1	1	1	1	1
Council	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>
Total	7	7	7	7	7

CITY COUNCIL \$88,040

The City Council budget provides for the stipends and benefit costs of Council members. It also includes the fee for membership in the Association of Washington Cities.

MUNICIPAL COURT

Of the three branches of Centralia City Government, the Council (legislative) enacts the laws, the City Manager (executive) enforces laws and the Municipal Court (judicial) interprets the laws. Each branch is essential to represent the community needs, interests and characteristics.

The Centralia Municipal Court administers justice arising from violations of City Ordinances and State statutes including gross misdemeanor and misdemeanor crimes, and traffic, non-traffic, nuisance and parking infractions. Over 2 million cases are filed annually in Washington State. Excluding parking infractions, 7 of every 8 cases are filed in municipal and district courts. Through the Court, many citizens come in contact with city government, so it is highly important that the Court promote confidence through integrity and impartiality.

The Municipal Court Judge oversees the operations of the court and three court personnel. The Centralia Municipal Court aims to provide exemplary customer service during the expeditious and fair adjudication of all cases processed in the Court.

ONGOING FUNCTIONS:

- Process and adjudicate criminal, civil and traffic violations
- Practice case-flow management to ensure no individual rights are violated
- Maintain case files, financial records and legal documents
- Collect all fines, forfeitures and costs
- Oversee the receipt and distribution of court fines and forfeitures
- Maintain jury pool
- Community outreach efforts
- Protect and preserve the integrity of municipal court records

2013 Accomplishments

- First court in Lewis County to implement video conferencing in partnership with Centralia Police and Lewis County Correctional Facility
- Using video conferencing effectively improved court safety, reduced congestion and improved efficiency
- Administered over 10,000 cases
- Implemented new records retention schedule
- Reorganized Court schedule and docket
- Continued with Police Department to offer Traffic School Program
- Continued volunteer program for students studying criminal justice

2014 Goals

- Continue to strive for excellence in all aspects of municipal court system
- Establish amnesty program to enable individuals to pay delinquent fines and qualify for reinstatement of licenses
- Continue student court volunteer program
- Research cost/benefit of a paperless court
- Provide passport service
- Improve compliance with payment of fines, forfeitures and costs to reduce referrals to collections



MUNICIPAL COURT (012)
REVENUES/EXPENDITURES/STAFFING SUMMARY

REVENUES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Proposed 2014	% Chg '13-'14
Sales Tax-Criminal Justice	\$75,881	\$81,217	\$80,759	\$84,400	\$84,400	0.0%
Office of Public Defense	10,000	0	0	0	0	N/A
Probation Charges	26,269	23,326	27,896	20,000	30,000	50.0%
Monitoring of Prisoners	13,639	15,586	18,510	12,000	14,000	16.7%
Pre-Conviction Supervision	7,735	15,623	18,458	15,000	16,000	6.7%
Court Fines & Forfeits	219,281	243,526	270,301	265,250	271,250	2.3%
Interest	8,679	9,006	13,017	7,500	10,000	33.3%
Tax/Misc Revenue Required	<u>28,707</u>	<u>39,555</u>	<u>(38,801)</u>	<u>631</u>	<u>(18,970)</u>	N/A
TOTAL	\$390,191	\$427,838	\$390,140	\$404,781	\$406,680	0.5%

EXPENDITURES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Proposed 2014	% Chg '13-'14
Salaries	\$192,181	\$215,119	\$197,488	\$201,710	\$197,555	-2.1%
Benefits	69,792	100,156	78,501	81,471	87,975	8.0%
Supplies	3,706	1,691	1,878	3,500	3,500	0.0%
Other Services & Charges	124,529	110,872	112,272	118,100	117,650	-0.4%
Intergovernmental	<u>(15)</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	N/A
TOTAL	\$390,191	\$427,838	\$390,140	\$404,781	\$406,680	0.5%

STAFFING	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Proposed 2014
Municipal Court Judge	0.4	0.4	0.4	0.4	0.4
Court Administrator	1	1	1	1	1
Chief Court Clerk	1	1	1	1	1
Deputy Court Clerk	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
Total	3.4	3.4	3.4	3.4	3.4

MUNICIPAL COURT \$406,680

The Centralia Municipal Court budget funds the salary and benefit costs for 3 staff and the Judge. The category Other Services provides for indigent defense and interpreter services.

CITY MANAGER

The City Manager is the chief executive of the City and is directly responsible to the City Council for planning, organizing and directing all activities of the City. The City Manager ensures all laws and ordinances governing the city are enforced, recommends to the City Council such measures or actions which appear necessary and desirable, prepares and submits a proposed city budget to the Council and performs other activities required by law or designated by the City Council.

The City Manager also provides guidance and leadership to all employees of all departments within the city. This includes ensuring that short-term and long-term plans are adopted by each department and are consistent with the vision of the City Council and community. The City Manager has ultimate authority on all personnel-related issues and decisions.

The City Manager is responsible for ensuring that the tax dollars and other revenues received by the city are effectively and efficiently used to provide the services desired within the community.



2013 Accomplishments

STRATEGIC PRIORITIES: Coordinated the adoption of Strategic Priorities for 2014 by the City Council.

EVENT CENTER (Sports Hub): Coordinated City efforts to assist in the funding, design and construction of the Lewis County Sports Hub in Borst Park in concert with Lewis County PFD, Centralia School District and Facility Lessee.

SHARED SERVICES AGREEMENT: In conjunction with Lewis County and area cities, developed and implemented a program by which the partners can easily and efficiently share information and services.

BUDGET: Implemented policies and practices that allowed for the adoption of a structurally balanced budget in 2014.

LABOR: Began development of policies and studies to direct future labor negotiations in relation to maintaining a structurally balanced budget.

2014 Goals

STRATEGIC PRIORITIES: Ensure that substantial progress is made towards accomplishing each of the five adopted Strategic Priorities.

EVENT CENTER (Sports Hub): Assist project partners in the completion and opening of the Lewis County Sports Hub.

PEARL STREET POOL: Ensure that a development plan is in place for the Pearl Street Pool project.

CENTRALIA STATION: Coordinate efforts between the City and Port of Centralia towards the timely completion of the Centralia Station project.

LABOR POLICIES: Guide the adoption of labor compensation policies that enable the City to be competitive in the workforce marketplace and still maintain a structurally balanced budget

Pictured: City Hall Entrance in Winter

CITY MANAGER (013.513)
REVENUES/EXPENDITURES/STAFFING SUMMARY

REVENUES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Reserves	\$20,000	\$0	\$0	\$0	\$0	N/A
Charges for Services	195,634	159,601	149,612	149,455	142,850	-4.4%
Tax/Misc Revenue Required	<u>110,423</u>	<u>77,559</u>	<u>82,010</u>	<u>56,590</u>	<u>60,590</u>	7.1%
TOTAL	\$326,057	\$237,160	\$231,623	\$206,045	\$203,440	-1.3%

EXPENDITURES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Salaries	\$238,627	\$130,651	\$130,000	\$130,000	\$130,000	0.0%
Benefits	56,076	65,954	39,424	42,045	44,440	5.7%
Supplies	3,684	16,083	6,122	10,000	5,000	-50.0%
Other Services & Charges	27,669	23,936	55,892	24,000	24,000	0.0%
Interfund	<u>0</u>	<u>535</u>	<u>184</u>	<u>0</u>	<u>0</u>	N/A
TOTAL	\$326,057	\$237,160	\$231,623	\$206,045	\$203,440	-1.3%

STAFFING	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014
City Manager	1	1	1	1	1
Administrative Assistant	<u>1</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	2	1	1	1	1

CITY MANAGER \$203,440

This budget provides for the salary and benefit costs of the City Manager and costs of office operations, including professional services as required for citywide issues.

CITY CLERK



The Office of the City Clerk exists to serve the public with information and assistance.

ONGOING FUNCTIONS

- Record and preserve the legislative actions of the City Council
- Prepare agenda packets and minutes
- Attest to and affix City Seal on official records
- Give notice of Public Hearings through posting, publishing and writing
- Ensure ordinances are published
- Update the Centralia Municipal Code
- Administer oaths and affirmations
- Receive and open bids
- Designated agent to receive documents served on the City
- Process public disclosure requests
- Process and issue business licenses
- Process special event applications
- Process permits for sale of fireworks



The City Clerk administers the oath of office to newly and re-elected Council Members.

CITY CLERK (013.514)
REVENUES/EXPENDITURES/STAFFING SUMMARY

REVENUES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Charges for Services	\$24,111	\$36,833	\$35,034	\$37,040	\$32,195	-13.1%
Business Licenses	29,755	37,895	36,220	30,700	33,200	8.1%
Tax/Misc Revenue Required	<u>42,577</u>	<u>33,990</u>	<u>32,160</u>	<u>42,130</u>	<u>44,850</u>	6.5%
TOTAL	\$96,443	\$108,718	\$103,414	\$109,870	\$110,245	0.3%

EXPENDITURES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Salaries	\$54,192	\$54,192	\$54,192	\$54,195	\$54,195	0.0%
Benefits	20,563	21,665	22,676	23,405	23,810	1.7%
Supplies	2,058	2,465	2,861	3,000	3,000	0.0%
Other Services & Charges	9,000	6,588	7,062	12,270	12,240	-0.2%
Intergovernmental	<u>10,630</u>	<u>23,808</u>	<u>16,623</u>	<u>17,000</u>	<u>17,000</u>	0.0%
TOTAL	\$96,443	\$108,718	\$103,414	\$109,870	\$110,245	0.3%

STAFFING	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014
City Clerk	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
Total	1	1	1	1	1

CITY CLERK \$110,245

The City Clerk budget provides for costs of municipal code updates and business license renewal process. This budget also includes the local share of costs of primary and national elections.

FINANCE

The Finance Department mission is to provide financial expertise and services supporting City operations and ensuring financial accountability to citizens, businesses, taxpayers and ratepayers. The Department aims:

To manage and optimize the City's financial affairs in compliance with applicable federal, state and local laws

To provide professional, knowledgeable and courteous financial services to the City Manager and City departments

To safeguard and protect the City's assets and maximize utilization of revenues

To provide accurate and timely information from which management decisions may be made regarding operations of the City



ONGOING FUNCTIONS

- Budget development, coordination and production
- Budget monitoring
- Revenue and expenditure monitoring, reporting and forecasting
- Accounts payable and receivable
- Cash receipting and banking services
- Investment and cash management
- Debt service administration
- Managing city-wide accounting activities
- Taxes
- Financial planning
- Financial reporting and preparation of the annual financial report
- Recording accounting transactions
- Developing financial and accounting procedures
- Working with State Auditor and management
- Financial oversight and assistance with grants

Excellence in Audits

“The financial statements present fairly in all material respects the financial position and the results of operations in the City of Centralia...”

The Washington State Auditor's Office each year reviews the City of Centralia's Annual Financial Reports according to audit standards. It then presents an opinion on the statements together with any findings, if noted. It also provides an accountability audit and single audit of federal funds, when required.

The Audit Team commended the City as, for the past four years, there have been no findings and unqualified (i.e. “clean”) audits were issued.

2013 ACCOMPLISHMENTS

Refinanced LTGO and Water Revenue bonds to lower interest rates, saving over \$250,000 in next 9 years.

Issued \$1.1 million in Qualified Energy Conservation Bonds to fund street lighting, park and Historic Train Depot projects saving an estimated \$100,000 in energy costs yearly.

CITY ATTORNEY

The City Attorney provides professional legal services to the City Council, staff, boards and commissions of the City of Centralia.

ONGOING FUNCTIONS

- Preparation of court cases
- Prosecute violators of state and local laws in the Centralia Municipal Court
- Prepare and review ordinances, resolutions, contracts, easements, leases, deeds and other legal documents
- Provide legal research and opinions on federal, state and local laws and court decisions
- Attend City Council, Planning Commission and other board or commission meetings



CITY ATTORNEY (015)
REVENUES/EXPENDITURES/STAFFING SUMMARY

REVENUES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Charges for Services	\$103,700	\$88,617	\$84,025	\$85,875	\$86,110	0.3%
Dom Violence/Stop Grant	0	0	4,288	0	5,000	N/A
Tax/Misc Revenue Required	<u>155,550</u>	<u>174,751</u>	<u>161,410</u>	<u>165,929</u>	<u>171,710</u>	3.5%
TOTAL	\$259,250	\$263,368	\$249,723	\$251,804	\$262,820	4.4%

EXPENDITURES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Salaries	\$144,918	\$144,978	\$144,984	\$144,985	\$144,985	0.0%
Benefits	46,427	48,040	44,985	47,059	49,325	4.8%
Supplies	1,163	871	3,353	750	5,500	633.3%
Other Services & Charges	<u>66,742</u>	<u>69,479</u>	<u>56,402</u>	<u>59,010</u>	<u>63,010</u>	6.8%
TOTAL	\$259,250	\$263,368	\$249,723	\$251,804	\$262,820	4.4%

STAFFING	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014
City Attorney	1	1	1	1	1
Legal Secretary	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
Total	2	2	2	2	2

CITY ATTORNEY \$262,820

This budget also includes costs of work on domestic violence issues funded by a grant from the STOP Violence Against Women Program.

HUMAN RESOURCES

The Human Resources Department provides all services related to personnel, benefits administration, labor negotiations and risk management for the entire City organization. It aims to recruit and retain a diverse workforce capable of performing the City's work and to develop a safe, satisfying and motivating work environment at a cost-effective and financially sustainable level.

The City has 144 full time employees and seasonal workers as needed. There are 33 non-represented employees with the remaining workers covered in Agreements with Teamsters Local No. 252 and International Brotherhood of Electrical Workers No. 77.

ONGOING PERSONNEL FUNCTIONS

- Analyze and classify positions
- Create and update job descriptions
- Recruit and select employees
- Provide salary administration and market analysis
- Administer benefits including health, paid leave, workers compensation, retirement programs, COBRA, HIPPA and LEOFF 1 pension
- Process payroll twice monthly, prepare required reports for benefits and taxes
- Serve as labor negotiator and day to day contract administration
- Sponsor wellness activities
- Maintain and update Personnel Policies
- Provide employee training and related services to City departments

Building a positive, productive workplace

Our goal is to help build a positive, productive workplace. We do that through recruiting, retaining, and motivating a high caliber of employees. We believe the quality of the City's services is dependent on the quality of its employees who are helping shape the future of our community.

ONGOING RISK MANAGEMENT FUNCTIONS

The City is a member of the Washington Cities Insurance Authority created for the purpose of providing a pooling mechanism for joint purchasing insurance. WCIA has 115 city and other government members.

- Monitor and maintain comprehensive and liability insurance coverage
- Manage workers' compensation claims
- Serve on the City Safety Committee
- Monitor claims filed against the City for property, equipment and staff
- Coordinate the city-wide safety program and training

ONGOING CIVIL SERVICE FUNCTIONS

- Administrative support to the Civil Service Commission which oversees classification for police positions
- Administer testing as required

BUILDING MAINTENANCE DIVISION

The Building Maintenance staff does facility maintenance for City Hall, the Historic Train Depot and the Library. They are the first response team for routine maintenance, heating, lighting and air conditioning issues and, in concert with Public Works and City Light, provide indoor maintenance of those facilities.

2013 Accomplishments

- Fixed the drains/scuppers, repaired and replaced HVAC units at the Library
- Pruned and removed vegetation at the Library following CPTED principles
- Removed vegetation and cleaned up beds at the Train Depot
- Repaired HVAC system at the Train Depot
- Added locks to the Train Depot gates to limit vandalism
- Added an office at City Hall for the Court



Historic Train Depot



Cleaning roof at Kitchen #1 Borst Park

2014 Goals

Overall:

- Pro-active maintenance and improvements to reduce future costly maintenance issues
- Explore energy conservation methods & grants

Parks:

- Install security cameras at park buildings to deter vandalism
- Remodel south storage building to create storage area for Christmas lights & park equipment

Train Depot

- Install security camera to deter vandalism
- Repair and repaint exterior

Library

- Replace North door in multipurpose meeting room
- Replace another HVAC unit
- Implement energy audit recommendations

City Hall

- Replace inoperable heat pumps
- Repaint interior of City Hall
- Implement energy audit recommendations

BUILDING MAINTENANCE (018)
REVENUES/EXPENDITURES/STAFFING SUMMARY

REVENUES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Charges for Services	\$36,977	\$0	\$0	\$0	\$0	N/A
Leases	21,948	34,466	36,901	40,255	36,000	-10.6%
Tax/Misc Revenue Required	<u>125,726</u>	<u>149,026</u>	<u>177,129</u>	<u>153,220</u>	<u>171,080</u>	11.7%
TOTAL	\$184,651	\$183,492	\$214,030	\$193,475	\$207,080	7.0%

EXPENDITURES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Salaries	\$48,891	\$38,366	\$38,594	\$38,725	\$42,650	10.1%
Benefits	18,259	18,215	19,609	20,715	21,755	5.0%
Supplies	11,676	16,548	15,255	17,500	18,250	4.3%
Other Services & Charges	103,022	96,926	120,577	116,285	102,705	-11.7%
Transfer out	0	0	0	0	21,470	N/A
Intergovernmental	<u>2,804</u>	<u>13,437</u>	<u>19,995</u>	<u>250</u>	<u>250</u>	0.0%
TOTAL	\$184,651	\$183,492	\$214,030	\$193,475	\$207,080	7.0%

STAFFING	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014
Comm Dev/Park Director	0.05	0.05	0.05	0.05	0.05
Maintenance Custodian	1	1	1	1	1
Temp Maintenance	<u>1</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	2.05	1.05	1.05	1.05	1.05

BUILDING MAINTENANCE \$207,080



CENTRALIA POLICE DEPARTMENT



Police Chief

**OPERATIONS BUREAU
FUNCTIONS**

Patrol - 24/7
 Investigation Services
 Crime Prevention
 Special Operations
 K-9 Program
 Training
 Volunteer Programs

**SERVICES BUREAU
FUNCTIONS**

Administration
 Grants Management
 Property Room
 Code Enforcement
 Emergency Management
 Animal Control

Commander	1
Sergeants	5
Detective Sergeant	1
Detectives	3
Patrol Officers	18
School Resource Officer	1

Commander	1
Administrative Assistant	1
Records Technicians	4
Special Services Officer	1
Com. Services Officers	2.7



POLICE

The Mission of Centralia Police Department is to work in partnership with our community to protect life and property, reduce crime, and enhance the security and quality of life in our City. The full service department was created and authorized under Chapter 2.15 of the Centralia Municipal Code. Authorized staffing is 31 commissioned officers, 6 limited commission officers, 6 civilian staff and many volunteers, including 12 reserve officers.

The department is organized into bureaus, Operation and Services, each headed by a police commander. Programs within each bureau have specific focus and resources.

The department operates out of offices in City Hall and at the Joint Training and Support Facility on Mellen Street shared with the Riverside Fire Authority.

2013 Accomplishments

Administration, Accreditation, Professionalism:

- Performance evaluation process and procedures were reviewed and updated for all classified positions in the department
- Implemented updated policy on use of credit cards for purchases and travel
- Developed policy on foot pursuits incorporating LEOKA training matrix
- Provided leadership training to 4 of 6 sergeants as part of succession plan
- Updated use of force reporting processes
- Revamped firearms training procedures
- Provided executive leadership training to two commanders at Seattle University



- Held over-time costs to 125% of actual costs in 2012 despite patrol division staff shortages.

2013 Accomplishments (cont.)

Operations, Crime and Drug Enforcement

- Maintained reduction of criminal activity in the City since 2005, specifically compared to 2012
- Increase department clearance rates by 2% for property index crimes
- Anti-Crime Team exceeded 2013 enforcement objectives with 85 felony level drug cases, four warrant sweeps and served 29 search warrants

Community Policing:

- Reviewed approach to customer service audits to enhance accountability and feedback
- Conducted a "spring Ccleanup" incorporating a shred-a-thon event for individuals to safely dispose of personal documents
- Completed a Police Citizens' Academy and trained 155 citizens
- Implemented Public Service Announcements on the local Public Education TV channel for emergency management, graffiti reporting, crime prevention and citizens' academy

Traffic, Schools and Safety

- Implemented traffic school with 160 attendees and \$15,000 new revenue to City
- Completed more than 50 police officer visits with primary school children

Emergency Management

- Conducted 4 city-wide training sessions for Emergency Operations Center staff

Equipment and Technology

- Completed a short, medium and long term technology plan for the department
- Working with Lewis County 911, implemented the SECTOR-Spillman automated interface to enter traffic/criminal citation and collision information into consolidated records management system
- Implemented video arraignment program with Municipal Court and Lewis County

POLICE

SIGNIFICANT LONG TERM ACCOMPLISHMENTS

- Greater than 44% reduction in index crimes in community since 2005
- Accreditation awarded by WASPC 2008 and re-accreditation in 2012
- Community policing efforts recognized
- Acquisition of up-to-date technology, equipment and special purpose vehicles
- Opening of Joint Training Facility
- Improved public image and professionalism through customer service audits, evaluations, accountability and leadership initiatives

2014 Goals

- Maintain gains in reduction of criminal activity in our community since 2005
- Increase Departmental clearance rate by 1% for property index crimes (theft, burglary, vehicle theft, malicious mischief)
- Reduce detective division caseload from 150+ to 50 for cases that are two or more years past original report date
- Fully implement the 24/7 DUI Sobriety Pilot Program on behalf of WASPC and the State
- Address business licensing issues through ordinance update and role clarification
- Complete update of the Centralia Comprehensive Emergency Management Plan
- Fully implement use of City of Centralia intranet for dissemination of information in lieu of email and hard copies.
- Update all mobile data computers to tablet technology incorporating all tech into one device



POLICE - TOTAL (021)
REVENUES/EXPENDITURES/STAFFING SUMMARY

REVENUES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Cash Reserves/CHRP	\$88,825	\$17,100	\$51,509	\$110,652	\$0	-100.0%
Charges for Services	8,527	1,982	6,978	4,000	3,000	-25.0%
Sales Tax-Criminal Justice	113,822	121,825	121,139	126,600	126,600	0.0%
Criminal Justice	98,157	87,877	90,377	69,200	71,000	2.6%
Gambling Taxes	42,181	37,198	35,545	35,325	32,300	-8.6%
Burn/Firework Permits	800	500	400	500	500	0.0%
Business Licenses	29,755	37,895	36,220	30,700	33,200	8.1%
Dog Licenses	9,297	7,681	15,161	10,000	11,000	10.0%
Concealed Pistol License	1,072	1,057	1,121	800	1,000	25.0%
Grants/Misc Revenue	65,193	48,410	52,388	38,000	54,000	42.1%
Liquor Excise Tax	75,608	77,861	60,037	13,500	19,360	43.4%
Liquor Board Profits	122,055	111,896	162,597	144,166	144,624	0.3%
School District - SRO	63,816	63,950	66,330	67,000	69,000	3.0%
Traffic School	0	4,950	19,800	12,000	14,000	16.7%
Fingerprinting Fees	1,300	1,846	895	600	650	8.3%
Pound Fees	3,950	1,480	3,350	1,900	4,000	110.5%
Tax/Misc Revenue Required	<u>4,039,208</u>	<u>4,332,032</u>	<u>4,505,732</u>	<u>4,712,028</u>	<u>4,716,774</u>	0.1%
TOTAL	\$4,763,566	\$4,955,541	\$5,229,579	\$5,376,971	\$5,301,007	-1.4%

EXPENDITURES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Salaries	\$2,709,074	\$2,802,206	\$2,896,312	\$3,008,485	\$3,067,906	2.0%
Benefits	996,827	1,073,133	1,091,703	1,158,276	1,190,191	2.8%
Supplies	154,194	158,674	139,648	128,950	143,750	11.5%
Other Services & Charges	157,579	173,716	240,188	304,685	313,685	3.0%
Intergovernmental	551,507	553,334	571,604	584,890	585,475	0.1%
Interfund	106,219	106,735	117,495	0	0	N/A
Operating Transfer Out	20,943	0	51,509	159,185	0	-100.0%
Capital Outlay	<u>67,223</u>	<u>87,743</u>	<u>121,120</u>	<u>32,500</u>	<u>0</u>	-100.0%
TOTAL	\$4,763,566	\$4,955,541	\$5,229,579	\$5,376,971	\$5,301,007	-1.4%

STAFFING	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014
Police Chief	1	1	1	1	1
Police Commander	2	2	2	2	2
Police Sergeant	5	5	5	5	5
Detective Sergeant	1	1	1	1	1
Detective	4	3	3	3	3
Patrol Officer	17	18	18	18	18
School Resource Officer	1	1	1	1	1
Special Services Officer	1	1	1	1	1
Com Serv Officer	1.7	1.7	1.7	1.7	2.7
Office Manager	1	0	0	0	0
Police Record Technician	5	5	5	5	4
Administration Assistant	<u>0</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
Total	39.7	39.7	39.7	39.7	39.7

POLICE - ADMIN (021.521.100)
REVENUES/EXPENDITURES/STAFFING SUMMARY

REVENUES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
See Police Total	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	N/A

EXPENDITURES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Salaries	\$246,133	\$248,030	\$252,028	\$249,550	\$216,705	-13.2%
Benefits	274,135	290,897	278,608	289,916	237,693	-18.0%
Supplies	11,725	23,026	14,460	11,900	12,400	4.2%
Other Services & Charges	52,200	67,650	143,195	120,235	125,235	4.2%
Intergovernmental	182,431	150,201	145,819	145,000	152,250	5.0%
Interfund	6,373	6,404	7,050	0	0	N/A
Capital Outlay	<u>0</u>	<u>4,443</u>	<u>9,236</u>	<u>7,500</u>	<u>0</u>	-100.0%
TOTAL	\$772,998	\$790,651	\$850,396	\$824,101	\$744,283	-9.7%

STAFFING	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014
Police Chief	0.7	0.7	0.7	0.7	0.7
Police Commander	0.3	0.3	0.3	0.3	0.3
Office Manager	1	0	0	0	0
Administrative Assistant	0	1	1	1	1
Police Record Technician	2	1.5	1.5	1.5	1
Community Services Officer	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.25</u>
Total	3	2.8	2.8	2.8	3.25

POLICE ADMINISTRATION

\$744,283

Provides planning, organizing and directing all activities of the Department within the framework of the Department mission, to accomplish goals established by the Centralia City Council. Budget administration and project management are essential to the planning process. Administration budget also includes the \$159,193 cost of LOEFF 1 police retiree benefits. Jail and booking costs are budgeted at \$152,250 and \$34,250.

POLICE - INVESTIGATION (021.521.210)
REVENUES/EXPENDITURES/STAFFING SUMMARY

REVENUES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
See Police Total	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	N/A

EXPENDITURES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Salaries	\$388,681	\$378,243	\$407,547	\$410,785	\$417,645	1.7%
Benefits	116,573	123,922	130,511	136,705	140,950	3.1%
Supplies	9,079	10,159	19,984	12,200	14,200	16.4%
Other Services & Charges	11,526	12,141	12,759	22,700	22,200	-2.2%
Interfund	<u>10,622</u>	<u>10,674</u>	<u>11,750</u>	<u>0</u>	<u>0</u>	N/A
TOTAL	\$536,481	\$535,138	\$582,551	\$582,390	\$594,995	2.2%

STAFFING	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014
Police Commander	0.2	0.25	0.25	0.25	0.25
Detective Sergeant	1	1	1	1	1
Detective	3	3	3	3	3
Police Record Technician	<u>1</u>	<u>0.9</u>	<u>0.9</u>	<u>0.9</u>	<u>0.9</u>
Total	5.2	5.15	5.15	5.15	5.15

POLICE INVESTIGATION

\$594,995

Responsible for in-depth investigation of major crimes and other felony offenses requiring lengthy and complicated investigations that cannot be readily handled by patrol officers. The investigation caseload is directly correlated to the number of calls for service and crimes reported.

POLICE - PATROL (021.521.220)
REVENUES/EXPENDITURES/STAFFING SUMMARY

REVENUES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
See Police Total	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	N/A

EXPENDITURES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Salaries	\$1,330,622	\$1,386,860	\$1,465,746	\$1,568,985	\$1,570,105	0.1%
Benefits	391,358	421,276	449,934	485,255	505,715	4.2%
Supplies	76,027	92,516	76,409	61,750	70,050	13.4%
Other Services & Charges	53,205	43,833	44,327	105,450	107,450	1.9%
Intergovernmental	349,213	385,963	409,526	420,190	416,025	-1.0%
Interfund	70,105	70,445	77,547	0	0	N/A
Operating Transfers Out	20,943	0	51,509	159,185	0	-100.0%
Capital Outlay	<u>67,223</u>	<u>83,301</u>	<u>111,884</u>	<u>25,000</u>	<u>0</u>	-100.0%
TOTAL	\$2,358,697	\$2,484,194	\$2,686,881	\$2,825,815	\$2,669,345	-5.5%

STAFFING	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014
Police Commander	0.4	0.25	0.25	0.25	0.25
Police Sergeant	3.55	3.75	3.75	3.75	3.75
Patrol Officer	12.5	13.75	13.75	13.75	13.75
School Resource Officer	0.25	0.25	0.25	0.25	0.25
Special Services Officer	0	0	0	0	0
Police Record Technician	0.5	1	1	1	0.75
Community Services Officer	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.25</u>
Total	17.2	19.0	19.0	19.0	19.0

POLICE PATROL

\$2,669,345

Provides 24/7 law enforcement services through the City. In a community policing philosophy, officers apply aggressive police intervention tactics, problem-solving techniques and work closely with community members to solve problems. This budget includes costs of dispatch services \$377,025 and IT services \$39,000 provided under contract with Lewis County.

POLICE - SPECIAL UNITS (021.521.230)
REVENUES/EXPENDITURES/STAFFING SUMMARY

REVENUES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
See Police Total	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	N/A

EXPENDITURES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Salaries	\$252,377	\$250,556	\$262,693	\$267,080	\$286,760	7.4%
Benefits	70,789	74,963	79,069	82,440	90,340	9.6%
Supplies	9,381	8,412	6,482	10,750	15,250	41.9%
Other Services & Charges	8,908	10,378	5,980	17,500	18,000	2.9%
Interfund	<u>9,560</u>	<u>9,606</u>	<u>10,575</u>	<u>0</u>	<u>0</u>	N/A
TOTAL	\$351,015	\$353,915	\$364,798	\$377,770	\$410,350	8.6%

STAFFING	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014
Police Commander	0.2	0.25	0.25	0.25	0.25
Police Sergeant	0.6	0.6	0.6	0.6	0.6
Detective	1	0	0	0	0
Patrol Officer	2	2	2	2	2
Police Record Technician	0.4	0.25	0.25	0.25	0.50
Comm. Services Officer (p/t)	<u>0.4</u>	<u>0.4</u>	<u>0.4</u>	<u>0.4</u>	<u>0.0</u>
Total	4.6	3.5	3.5	3.5	3.35

POLICE SPECIAL UNITS

\$410,350

Anti-Crime officers target illegal drug and gang activity in our community. The team also assists patrol and traffic policing in emphasis projects. The team also provides additional law enforcement staff during community events. Officers work special projects, such as warrant sweeps, and assist federal, state and regional crime and drug task forces.

POLICE - CRIME PREVENTION (021.521.300)
REVENUES/EXPENDITURES/STAFFING SUMMARY

REVENUES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
See Police Total	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	N/A

EXPENDITURES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Salaries	\$86,755	\$74,642	\$63,484	\$62,155	\$81,623	31.3%
Benefits	24,800	22,377	20,626	21,565	29,767	38.0%
Supplies	0	108	72	1,200	1,200	0.0%
Other Services & Charges	<u>469</u>	<u>1,188</u>	<u>1,874</u>	<u>1,300</u>	<u>1,300</u>	0.0%
TOTAL	\$112,024	\$98,315	\$86,056	\$86,220	\$113,890	32.1%

STAFFING	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014
Police Commander	0.1	0	0	0	0
Police Sergeant	0.1	0.1	0.1	0.1	0.1
School Resource Officer	0.75	0.75	0.75	0.75	0.75
Patrol Officer	<u>0.25</u>	<u>0.25</u>	<u>0.25</u>	<u>0.25</u>	<u>0.25</u>
Total	1.2	1.1	1.1	1.1	1.1

POLICE CRIME PREVENTION \$113,890

Crime prevention programs serve our schools, businesses and residents. The funding of the School Resource Officer is a financial and operational partnership with the Centralia School District. The officer works at the high school and middle school on a full time basis during the school year. Other programs include Neighborhood Watch, Crime Preventions through Environmental Design, Operation ID and ID Theft Prevention.

POLICE - TRAINING (021.521.400)
REVENUES/EXPENDITURES/STAFFING SUMMARY

REVENUES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
See Police Total	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	N/A

EXPENDITURES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Salaries	\$15,648	\$16,001	\$17,509	\$14,420	\$21,990	52.5%
Benefits	4,417	4,758	5,010	5,125	7,910	54.3%
Supplies	8,155	7,945	1,075	7,250	7,250	0.0%
Other Services & Charges	18,884	15,253	16,987	15,300	17,300	13.1%
Intergovernmental	<u>0</u>	<u>0</u>	<u>0</u>	<u>2,200</u>	<u>2,200</u>	0.0%
TOTAL	\$47,104	\$43,957	\$40,580	\$44,295	\$56,650	27.9%

STAFFING	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014
Police Sergeant	0.2	0	0	0	0
Patrol Officer	<u>0</u>	<u>0.3</u>	<u>0.3</u>	<u>0.3</u>	<u>0.3</u>
Total	0.2	0.3	0.3	0.3	0.3

POLICE TRAINING \$56,650

Training of commissioned staff is imperative to safety, professionalism and reduction of City liability exposure. Training is focused in three areas: skills retention, skills enhancement and professional development. The Department has a training matrix that identifies required and recommended training in all three areas. Minimum training hours per year are mandated by the State Training Commission.

POLICE - TRAFFIC POLICING (021.521.700)
REVENUES/EXPENDITURES/STAFFING SUMMARY

REVENUES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
See Police Total	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	N/A

EXPENDITURES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Salaries	\$155,755	\$187,382	\$142,169	\$144,335	\$206,895	43.3%
Benefits	43,270	52,338	39,995	42,065	67,790	61.2%
Supplies	11,432	5,969	5,288	7,850	7,850	0.0%
Other Services & Charges	7,214	7,311	3,828	14,500	14,500	0.0%
Interfund	<u>6,373</u>	<u>6,404</u>	<u>7,050</u>	<u>0</u>	<u>0</u>	N/A
TOTAL	\$224,044	\$259,403	\$198,329	\$208,750	\$297,035	42.3%

STAFFING	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014
Police Commander	0.1	0.25	0.25	0.25	0.25
Police Sergeant	0.3	0.3	0.3	0.3	0.3
Patrol Officer	2	1.7	1.7	1.7	1.7
Comm Service Officer	<u>0.5</u>	<u>0.5</u>	<u>0.5</u>	<u>0.5</u>	<u>0.25</u>
Total	2.9	2.75	2.75	2.75	2.50

POLICE TRAFFIC POLICING \$297,035

The Traffic Team is the primary work unit responsible for traffic enforcement in our community. Projects include school zone speed enforcement, railroad crossing compliance, pedestrian safety through crosswalk enforcement, DUI emphasis patrols and seat belt compliance. The team also covers traffic education and Traffic School. Their mission is to reduce the number and severity of traffic collisions in our City.

POLICE - PROPERTY ROOM (021.521.910)
REVENUES/EXPENDITURES/STAFFING SUMMARY

REVENUES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
See Police Total	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	N/A

EXPENDITURES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Salaries	\$29,259	\$31,996	\$35,352	\$35,100	\$21,590	-38.5%
Benefits	10,861	12,081	13,691	14,565	8,900	-38.9%
Supplies	3,021	4,141	5,426	6,000	6,000	0.0%
Other Services & Charges	<u>1,429</u>	<u>1,694</u>	<u>1,401</u>	<u>950</u>	<u>950</u>	0.0%
TOTAL	\$44,571	\$49,912	\$55,870	\$56,615	\$37,440	-33.9%

STAFFING	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014
Police Commander	0.1	0.1	0.1	0.1	0.1
Police Record Technician	0.5	0.75	0.75	0.75	0.25
Community Services Officer	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0.75</u>
Total	0.6	0.85	0.85	0.85	1.10

POLICE PROPERTY ROOM \$37,440

The documentation and safekeeping of evidence, found property and recovered stolen property, including the documentation for the movement of evident items through the criminal justice system are contained in this program. This includes costs associated with the evidence software program, lab testing, destruction of drugs, and the surplus of found property.

POLICE - CODE ENFORCEMENT (021.521.930)
REVENUES/EXPENDITURES/STAFFING SUMMARY

REVENUES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
See Police Total	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	N/A

EXPENDITURES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Salaries	\$68,223	\$68,153	\$76,752	\$83,465	\$99,640	19.4%
Benefits	23,855	25,785	28,375	31,230	57,710	84.8%
Supplies	3,782	5,091	5,919	7,450	7,450	0.0%
Other Services & Charges	546	2,522	2,745	5,250	5,250	0.0%
Intergovernmental	19,862	17,170	16,260	17,500	15,000	-14.3%
Interfund	<u>3,187</u>	<u>3,202</u>	<u>3,525</u>	<u>0</u>	<u>0</u>	N/A
TOTAL	\$119,454	\$121,923	\$133,576	\$144,895	\$185,050	27.7%

STAFFING	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014
Police Commander	0.1	0.1	0.1	0.1	0.1
Special Services Officer	1	1	1	1	1
Comm Serv Officer (p/t)	<u>0.4</u>	<u>0.4</u>	<u>0.4</u>	<u>0.4</u>	<u>0.5</u>
Total	1.5	1.5	1.5	1.5	1.6

POLICE CODE ENFORCEMENT \$185,050

The goal of this program is to enhance the visible quality of life in the City using a progressive approach from voluntary compliance to criminal citations. Areas of concern are animal control, parking, property maintenance, code compliance, abandoned vehicles, solid waste enforcement, graffiti abatement and tall grass enforcement.

This budget includes \$15,000 for costs of animal shelter contract with Lewis County.

POLICE - VOLUNTEER PROGRAMS (021.521.940)
REVENUES/EXPENDITURES/STAFFING SUMMARY

REVENUES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
See Police Total	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	N/A

EXPENDITURES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Salaries	\$43,802	\$64,895	\$75,129	\$74,960	\$44,750	-40.3%
Benefits	10,220	16,145	17,523	19,420	11,821	-39.1%
Supplies	1,676	628	308	2,600	2,100	-19.2%
Other Services & Charges	<u>724</u>	<u>1,001</u>	<u>830</u>	<u>1,500</u>	1,500	0.0%
TOTAL	\$56,422	\$82,669	\$93,790	\$98,480	\$60,171	-38.9%

STAFFING	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014
Police Commander	0.1	0.1	0.1	0.1	0.1
Police Sergeant	0.25	0.25	0.25	0.25	0.25
Patrol Officer	<u>0.25</u>	<u>0</u>	<u>0</u>	<u>0</u>	0
Total	0.6	0.35	0.35	0.35	0.35

POLICE VOLUNTEER PROGRAMS \$60,171

The Department is affiliated with the National Volunteers in Police Service (VIPS) and has several volunteer programs to implement our community policing program. These programs include our reserve police officer program, Community Emergency Response Teams (CERT), Block Watch Captains, Amateur Radio Emergency Service (ARES), office volunteers and community events volunteers.

POLICE - EMERGENCY SERVICES (021.525.*)
REVENUES/EXPENDITURES/STAFFING SUMMARY

REVENUES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
See Police Total	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	N/A

EXPENDITURES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Salaries	\$91,818	\$95,450	\$97,902	\$97,650	\$100,203	2.6%
Benefits	26,549	28,590	28,362	29,990	31,595	5.4%
Supplies	19,916	679	4,226	0	0	N/A
Other Services & Charges	<u>2,474</u>	<u>10,745</u>	<u>6,263</u>	<u>0</u>	<u>0</u>	N/A
TOTAL	\$140,757	\$135,463	\$136,752	\$127,640	\$131,798	3.3%

STAFFING	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014
Police Chief	0.3	0.3	0.3	0.3	0.3
Police Commander	0.4	0.4	0.4	0.4	0.4
Police Record Technician	<u>0.6</u>	<u>0.6</u>	<u>0.6</u>	<u>0.6</u>	<u>0.6</u>
Total	1.3	1.3	1.3	1.3	1.30

POLICE EMERGENCY SERVICES \$131,798

Emergency Services plans, organizes and directs all activities of the City's emergency management program including planning, preparedness, training and community education. It also organizes disaster response and emergency center operations.

FIRE (022)
REVENUES/EXPENDITURES/STAFFING SUMMARY

REVENUES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Proposed 2014	% Chg '13-'14
Property Taxes-EMS	\$6,300	\$2,773	\$257	\$0	\$0	N/A
Prop Taxes-EMS (reserved)	7,559	6,142	4,421	0	0	N/A
Riverside Debt Service Pmt	90,078	90,078	90,078	90,075	90,090	0.0%
Tax/Misc Revenue Required	<u>166,151</u>	<u>183,438</u>	<u>198,837</u>	<u>183,005</u>	<u>149,473</u>	-18.3%
TOTAL	\$270,088	\$282,431	\$293,592	\$273,080	\$239,563	-12.3%

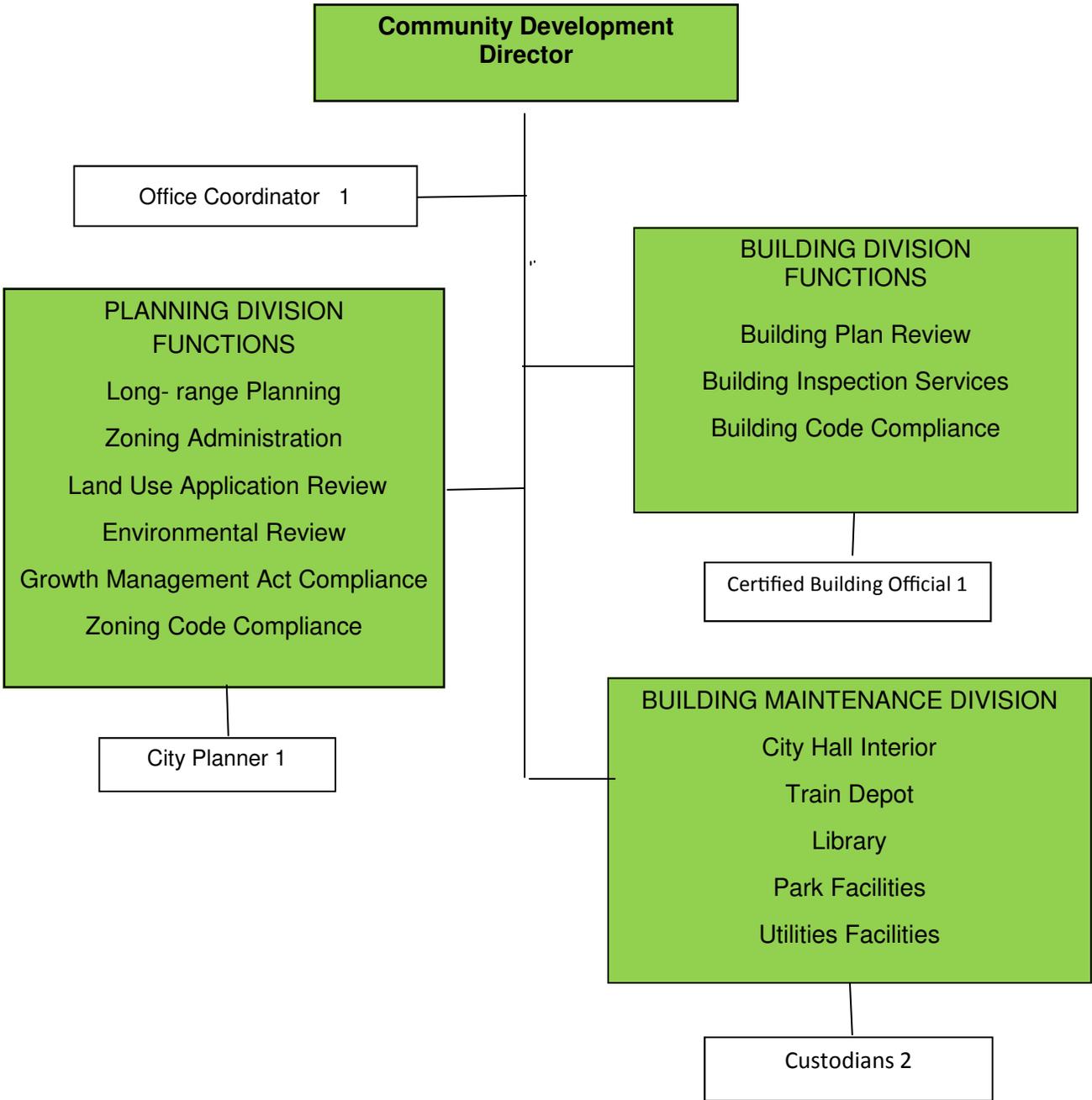
EXPENDITURES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Proposed 2014	% Chg '13-'14
Benefits	\$170,354	\$186,211	\$199,093	\$183,000	\$149,473	-18.3%
Other Services & Charges	(103)	0	0	0	0	N/A
Intergovernmental	9,759	6,142	4,421	0	0	N/A
Debt Principal	74,073	77,028	80,102	83,300	86,630	4.0%
Debt Interest	<u>16,005</u>	<u>13,049</u>	<u>9,976</u>	<u>6,780</u>	<u>3,460</u>	-49.0%
TOTAL	\$270,088	\$282,431	\$293,592	\$273,080	\$239,563	-12.3%

STAFFING	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Proposed 2014
Total	N/A	N/A	N/A	N/A	N/A

FIRE \$239,563

This budget provides funding for LEOFF 1 retirees benefits. The expenditures for the outstanding debt for the fire truck is shown here as well as the reimbursement provided by the Riverside Fire Authority. The last payment on this general obligation debt is scheduled for 2014.

COMMUNITY DEVELOPMENT



COMMUNITY DEVELOPMENT

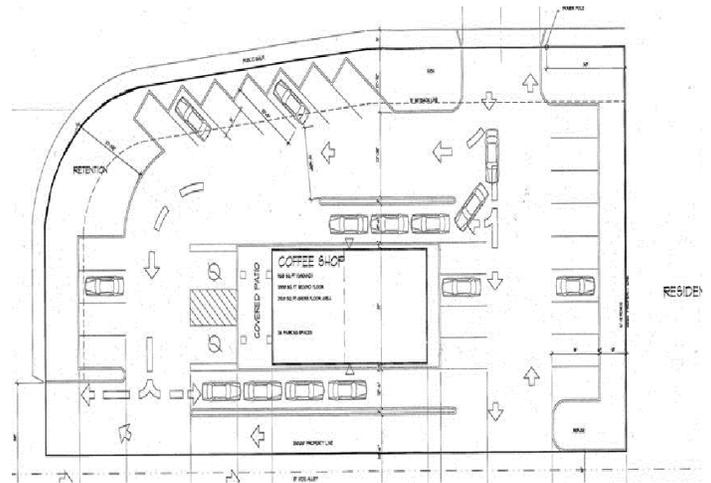
The Community Development Department guides the City's physical development and regulates land uses. It assists the public with development regulations and information and reviews all development proposals. It investigates citizen complaints and enforces the City's zoning regulations.

The staff drafts code amendments to revise the existing codes and to create new codes and leads the City's planning efforts required by the State Growth Management Act. It maintains the City's enrollment in the FEMA NFIP CRS program.

Staff supports the Council, Planning Commission, Hearing Examiner, Parks Board and committees on Historic Preservation, and Borst Home.

2013 Accomplishments

- Remodeled City Hall including court and administration offices
- Submitted an application and was awarded a grant for energy efficiency
- Achieved annual Recertification of the City's NFIP CRS program, maintaining Level 5 rating
- Worked on relocation and rehabilitation of Fort Borst and repair of windows in Borst Home
- Moved the hearse and hack from Lewis County Museum to the J&L Building



2014 Goals

- Maintain timely plan review and inspection level of service
- Respond to State mandated land use, shoreline and environmental requirements
- Recertify the City in the FEMA CRS program
- Coordinate with Lewis County and other municipalities to draft Shoreline Master Plan and submit it to Washington Department of Ecology
- Provide regular historic programs at Borst Home and school
- Review & revise City Comprehensive Plan in concert with required GMA update process for 2017
- Implement energy conservation at City buildings and facilities
- Update the City's Park Plan
- Develop and implement a plan that addresses the long term needs of Department to maximize efficiency and effectiveness
- Work closely with the Port of Centralia in the development of Centralia Station and with Centralia College

Pictured: Centralia in 2007 Flood

COMMUNITY DEVELOPMENT (039)
REVENUES/EXPENDITURES/STAFFING SUMMARY

REVENUES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Cash Reserves	\$125,000	\$0	\$0	\$0	\$0	N/A
Charges for Services	65,000	0	0	0	0	N/A
Street & Curb Permits	2,360	1,349	3,341	2,000	2,000	0.0%
CTED Edison Dist Grant	0	0	13,000	0	0	N/A
Home Elevation Grant (Fed)	869,422	598,470	25,117	0	0	N/A
Home Elevation Grant (St)	135,000	42,040	1,976	0	0	N/A
Flood Plain Applications	2,700	1,500	550	250	500	100.0%
Applications for Variances	850	1,750	1,550	1,000	1,000	0.0%
Site Plan Review	2,100	2,550	3,820	2,400	500	-79.2%
Other Planning & Develop	75,000	0	0	0	0	N/A
Tax/Misc Revenue Required	<u>292,761</u>	<u>77,052</u>	<u>143,422</u>	<u>186,332</u>	<u>230,925</u>	23.9%
TOTAL	\$1,570,193	\$724,712	\$192,778	\$191,982	\$234,925	22.4%

EXPENDITURES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Salaries	\$152,414	\$120,663	\$115,046	\$114,790	\$114,805	0.0%
Benefits	53,785	43,885	48,661	38,282	40,610	6.1%
Supplies	10,282	12,949	9,355	8,525	8,525	0.0%
Other Services & Charges	1,073,331	376,121	19,633	30,385	70,985	133.6%
Intergovernmental	0	36	54	0	0	N/A
Interfund	92	65	29	0	0	N/A
Capital Outlay	<u>280,288</u>	<u>170,994</u>	<u>0</u>	<u>0</u>	<u>0</u>	N/A
TOTAL	\$1,570,193	\$724,712	\$192,778	\$191,982	\$234,925	22.4%

STAFFING	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014
Comm Dev/Park Director	0.4	0.4	0.4	0.4	0.4
Senior Planner	0	0	0	0	0
Associate Planner	1	1	1	1	1
Office Coordinator	0.3	0.3	0.3	0.3	0.3
Office Manager	<u>0.8</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	2.5	1.7	1.7	1.7	1.7

COMMUNITY DEVELOPMENT \$234,925

ECONOMIC DEVELOPMENT (040)
REVENUES/EXPENDITURES/STAFFING SUMMARY

REVENUES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Proposed 2014	Adopted '13-'14
Reserves	\$0	\$0	\$0	\$0	\$0	N/A
Facade Improvement Grant	0	0	0	0	0	N/A
Operating Transfer In	0	0	0	0	0	N/A
CTED Edison Dist Grant	0	0	0	0	0	N/A
REQ Grant Match	0	0	0	0	0	N/A
Tax/Misc Revenue Required	<u>10,208</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	N/A
TOTAL	\$10,208	\$0	\$0	\$0	\$0	N/A

EXPENDITURES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Proposed 2014	Adopted '13-'14
Salaries	\$0	\$0	\$0	\$0	\$0	N/A
Benefits	9,075	0	0	0	0	N/A
Supplies	960	0	0	0	0	N/A
Other Services & Charges	<u>173</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	N/A
TOTAL	\$10,208	\$0	\$0	\$0	\$0	N/A

STAFFING	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Proposed 2014
Econ Development Director	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	0	0	0	0	0

The Economic Development Department was eliminated in 2010.

PARKS AND RECREATION

Community Development Director

RECREATION DIVISION
FUNCTIONS

- Youth baseball leagues
- Youth soccer leagues
- Adult ball leagues
- Adult & Youth Sport Lessons & Clinics
- Special Events Coordination

Recreation Supervisor 1
Seasonal Workers

PARKS MAINTENANCE DIVISION
FUNCTIONS

- 240 acres of public space
- Sports fields & bleachers
- Aquatic facilities
- City Parks

Lead Park Technician 1
Park Technicians 2
Seasonal Workers

PARKS & RECREATION - TOTAL (103)
REVENUES/EXPENDITURES/STAFFING SUMMARY

REVENUES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Cash Reserves	\$72,725	\$0	\$0	\$0	\$0	N/A
Recreation	91,907	91,644	91,898	78,000	76,000	-2.6%
Outdoor Pool	13,688	0	0	0	0	N/A
Park Maintenance	52,826	54,074	57,682	42,300	53,800	27.2%
Summerfest	30,699	29,078	26,051	26,300	30,500	16.0%
Tax/Misc Revenue Required	<u>1,050,911</u>	<u>887,879</u>	<u>788,919</u>	<u>841,526</u>	<u>897,380</u>	6.6%
TOTAL	\$1,312,755	\$1,062,675	\$964,551	\$988,126	\$1,057,680	7.0%

EXPENDITURES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Salaries	\$524,836	\$414,377	\$378,631	\$377,380	\$401,645	6.4%
Benefits	227,498	201,586	157,380	142,111	139,420	-1.9%
Supplies	142,789	122,717	92,148	130,125	130,125	0.0%
Other Services & Charges	313,632	311,087	306,434	307,870	344,850	12.0%
Intergovernmental	664	497	757	20,640	20,640	0.0%
Operating Transfer Out	37,184	11,758	4,973	10,000	21,000	110.0%
Capital Outlay	<u>66,152</u>	<u>653</u>	<u>24,227</u>	<u>0</u>	<u>0</u>	N/A
TOTAL	\$1,312,755	\$1,062,675	\$964,551	\$988,126	\$1,057,680	7.0%

STAFFING	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014
Comm Dev/Park Director	0.4	0.35	0.35	0.35	0.35
Park Supervisor	0	0	0	0	0
Recreation Manager	1	1	1	1	1
Park Mechanic/Technician	1	1	1	1	1
Lead Park Technician	1	1	1	1	1
Park Technician	3	3	3	1	1
Rec Program Asst	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	6.35	6.35	6.35	4.35	4.35

PARKS & RECREATION - TOTAL \$1,057,680

PARKS & RECREATION - ADMINISTRATION (103.571.300)
REVENUES/EXPENDITURES/STAFFING SUMMARY

REVENUES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Judgements & Settlements	\$0	\$0	\$0	\$0	\$0	N/A
Tax/Misc Revenue Required	<u>191,613</u>	<u>163,348</u>	<u>146,037</u>	<u>161,735</u>	<u>161,545</u>	-0.1%
TOTAL	\$191,613	\$163,348	\$146,037	\$161,735	\$161,545	-0.1%

EXPENDITURES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Salaries	\$44,044	\$34,852	\$34,852	\$34,855	\$34,855	0.0%
Benefits	12,850	9,612	10,081	10,710	10,520	-1.8%
Supplies	0	0	0	900	900	0.0%
Other Services & Charges	97,535	107,127	96,028	105,270	105,270	0.0%
Intergovernmental	0	0	104	0	0	N/A
Operating Transfers Out	<u>37,184</u>	<u>11,758</u>	<u>4,973</u>	<u>10,000</u>	<u>10,000</u>	0.0%
TOTAL	\$191,613	\$163,348	\$146,037	\$161,735	\$161,545	-0.1%

STAFFING	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014
Comm Dev/Park Director	0.35	0.35	0.35	0.35	0.35
Office Manager	<u>0.2</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Total	0.55	0.35	0.35	0.35	0.35

ADMINISTRATION

\$161,545

The Administration division coordinates all aspects of the department, receiving advisory input from the Parks & Recreation Advisory Board. Functions include planning, policy formulation and implementation, staff development and leadership, budget development and financial monitoring and accountability. This budget includes the transfer that supports the costs of the indoor pool.

RECREATION DIVISION

The Recreation Division provides and facilitates a wide variety of recreation activities and community special events. It organizes and promotes youth and adult activities (fast pitch tournaments, adult slow-pitch leagues, youth and adult basketball tournaments). It provides soccer camps, tennis lessons, quarterback/receiver camps, baseball hitting and pitching clinics.

Recreation staff schedule and coordinate a variety of tournaments for Borst park and the Centralia Sports Complex.

It also schedules park rental facilities including Borst Park kitchens, picnic shelters and the Train Depot multi-purpose room.

Aerial view of sports fields at Borst Park and Event Center. City has a variety of fields to accommodate its array of programs and tournaments for children and adults.



Preparing for Christmas Tree Lighting 2012

2013 Accomplishments

- Filled Borst Park ball fields nearly every day during spring and summer with city, local and outside leagues
- Provided scheduling for user groups to Centralia Sports Complex fields
- Ran a successful ASA State tournament for youth ages 12 & under
- Ran Regional National Qualifier and other invitational fast pitch softball tournaments
- Coordinated events with 1000+ attendees like Summerfest and Christmas tree lighting ceremony
- Coordinated Arts Jamboree, C to C bike ride, Turkey Trot and other events with over 100 participants
- Increased online registration for classes and leagues

2014 Goals

- Secure another large ASA Championship tournament such as the State 12 & Under tournament
- Continue and grown successful leagues, tournaments and clinics for various sports
- Establish another conference room for use during events at Borst Park and tournaments
- Look for other opportunities to bring users into Centralia from outside the county

PARKS & RECREATION - AQUATICS* (103.576.200)
REVENUES/EXPENDITURES/STAFFING SUMMARY

REVENUES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Pool Fees	\$6,917	\$0	\$0	\$0	\$0	N/A
Pool Concession	975	0	0	0	0	N/A
Contributions	5,796	0	0	0	0	N/A
Tax/Misc Revenue Required	<u>28,206</u>	<u>10,580</u>	<u>7,715</u>	<u>24,640</u>	<u>64,640</u>	162.3%
TOTAL	\$41,893	\$10,580	\$7,715	\$24,640	\$64,640	162.3%

EXPENDITURES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Salaries	\$17,176	\$0	\$0	\$0	\$0	N/A
Benefits	2,314	0	0	0	0	N/A
Supplies	9,480	205	516	0	0	N/A
Other Services & Charges	12,827	10,366	7,190	4,000	44,000	1000.0%
Intergovernmental	<u>97</u>	<u>9</u>	<u>9</u>	<u>20,640</u>	<u>20,640</u>	0.0%
TOTAL	\$41,893	\$10,580	\$7,715	\$24,640	\$64,640	162.3%

STAFFING	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014
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Temporary Full Time Temp F/T Temp F/T Temp F/T Temp F/T Temp F/T

* Formerly Outdoor Pool

AQUATICS \$64,640

With the 2012 closing of the Outdoor Pool, this budget provides funds to maintain safety items until final decisions on use of this property. This budget also reflects the new obligation for debt costs shared with the Centralia School District for indoor pool renovations.

PARK MAINTENANCE DIVISION

The Parks Maintenance Division operates and maintains the City's 240 acres of parks and grounds and over 114,000 square feet of building space. In addition, the Timberland Regional Library, Train Depot, City Hall and Borst Home are cleaned and repaired.

Staff tend the 10 fields at the Sports Complex to assure the fields remain in high quality condition and are prepared for game play.

City is able to keep costs at minimum with the close cooperation and assistance of Centralia College, the Centralia School District and numerous non profit organizations which donate time, finances and assist in preparing fields.



Contractor installing netting and improvements at Sports Field #5.



2013 Accomplishments

- Provided maintenance of over 240 acres
- Provided maintenance of city owned buildings, parks and open space
- Rebuilt Borst Park Field 5
- Assisted in installation and donations of new scoreboard at Wheeler Field
- Repainted Borst Home and School
- Cleaned Borst Park kitchen roofs
- Continued historic level of quality maintenance despite loss of two full time workers
- Effectively trained and used seasonal workers

2014 Goals

- Continue focus on customer service, thus exceeding public expectations and improving daily operations
- Continue partnering with other departments to improve projects and events
- Implement goals and objectives outlined in adopted Parks, Recreation and Open Space Plan
- Improve Borst Park Field 3
- Work with citizens to determine future of Pearl Street outdoor pool
- Design and install landscaping for the Sports Hub
- Improve trail system in Borst Park

Tree that fell on top of Borst Park Fort—October 2013

PARKS & RECREATION - MAINTENANCE (103,576.800)
REVENUES/EXPENDITURES/STAFFING SUMMARY

REVENUES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Washington Lawn Cemetery	\$1,400	\$700	\$200	\$0	\$0	N/A
Maintenance-Light dept	0	0	0	0	12,000	N/A
Field Rent	12,637	15,435	18,537	16,500	16,000	-3.0%
Kitchen/Park Rent	35,405	35,225	33,055	24,000	24,000	0.0%
Park Complex Concession	2,080	2,068	2,642	1,800	1,800	0.0%
Donations-Borst Xmas Lights	1,310	650	3,250	0	0	N/A
Tax/Misc Revenue Required	<u>760,187</u>	<u>635,141</u>	<u>554,573</u>	<u>556,346</u>	<u>573,885</u>	3.2%
TOTAL	\$813,012	\$689,215	\$612,255	\$598,646	\$627,685	4.9%

EXPENDITURES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Salaries	\$336,098	\$300,305	\$269,926	\$260,540	\$284,795	9.3%
Benefits	166,075	161,565	121,229	103,331	102,335	-1.0%
Supplies	112,363	105,614	73,854	109,525	109,525	0.0%
Other Services & Charges	132,220	120,986	122,766	125,250	120,030	-4.2%
Intergovernmental	104	91	252	0	0	N/A
Transfer to Debt Svc	0	0	0	0	11,000	N/A
Capital Outlay	<u>66,152</u>	<u>653</u>	<u>24,227</u>	<u>0</u>	<u>0</u>	N/A
TOTAL	\$813,012	\$689,215	\$612,255	\$598,646	\$627,685	4.9%

STAFFING	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014
Park Supervisor	0	0	0	0	0
Park Mechanic/Technician	1	1	1	1	1
Lead Park Technician	1	1	1	1	1
Park Technician	<u>3</u>	<u>3</u>	<u>3</u>	<u>1</u>	<u>1</u>
Total	5	5	5	3	3

MAINTENANCE \$627,685

PARKS & RECREATION - SUMMERFEST (103.573.900)
REVENUES/EXPENDITURES/STAFFING SUMMARY

REVENUES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Event Admissions	\$20,688	\$20,586	\$20,020	\$20,000	\$24,000	20.0%
Vendors	2,201	1,461	1,801	1,300	1,500	15.4%
Contributions	7,810	7,031	4,230	5,000	5,000	0.0%
Tax/Misc Revenue Required	<u>270</u>	<u>163</u>	<u>2,827</u>	<u>2,000</u>	<u>0</u>	-100.0%
TOTAL	\$30,969	\$29,242	\$28,878	\$28,300	\$30,500	7.8%

EXPENDITURES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Supplies	\$5,413	\$1,981	\$1,757	\$2,500	\$2,500	0.0%
Other Services & Charges	25,093	26,863	26,728	25,800	28,000	8.5%
Intergovernmental	<u>463</u>	<u>397</u>	<u>393</u>	<u>0</u>	<u>0</u>	N/A
TOTAL	\$30,969	\$29,242	\$28,878	\$28,300	\$30,500	7.8%

STAFFING	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014
Total	N/A	N/A	N/A	N/A	N/A

SUMMERFEST \$30,500

The City sponsors the 4th of July celebration which includes a breakfast at Borst park, park activities and games, parade, demolition derby, and fireworks. This budget provides for supplies and services needed for the celebration and is fully funded with contributions, admissions and vendor fees.

LIBRARY (104)
REVENUES/EXPENDITURES/STAFFING SUMMARY

REVENUES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Tax/Misc Revenue Required	\$34,493	\$34,451	\$35,725	\$38,110	\$45,695	19.9%
TOTAL	\$34,493	\$34,451	\$35,725	\$38,110	\$45,695	19.9%

EXPENDITURES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Supplies	\$3,266	\$4,573	\$2,606	\$4,000	\$4,000	0.0%
Other Services & Charges	31,117	29,769	32,984	34,000	41,585	22.31%
Intergovernmental	<u>109</u>	<u>109</u>	<u>135</u>	<u>110</u>	110	0.0%
TOTAL	\$34,493	\$34,451	\$35,725	\$38,110	\$45,695	19.9%

STAFFING	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014
Total	N/A	N/A	N/A	N/A	N/A

LIBRARY \$45,695

The Centralia Timberland Library is a partnership of the City of Centralia and the Timberland Regional Library. The City owns and maintains the building while the Regional Library provides staff, books, magazines, audiovisual materials and electronic information resources.

The Library provides diverse and easily accessible information to all ages. Print and non-print material and access to the internet encourage the free flow of ideas to educate, inform, enrich and entertain Centralia residents.

CITY OF CENTRALIA

2014 Adopted Budget

Other Governmental Funds

Special Revenue Funds (1XX) – to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

Funds:

- 101 – Street Fund
- 104 – Paths & Trails Fund
- 106 – Repair & Demolition Fund
- 107 – Electric Utility Revolving Fund
- 108 – Park Improvement Fund
- 109 – Stadium Fund
- 111 – Confiscations/Seizures Fund
- 112 – Law Enforcement Grant Fund
- 114 – Indoor Pool Fund
- 124 – Borst Park Construction Fund
- 125 – Borst Home Fund
- 130 – Washington Lawn Cemetery Fund
- 131 – Landfill Closure Fund
- 132 – Landfill Operating Trust Fund

Debt Service Fund (2XX) – to account for financial resources that are restricted, committed, or assigned to expenditures for principal, interest and related costs on general long-term debt.

Fund: 201 – Debt Service Fund

Capital Projects Funds (3XX) – to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds and trust funds).

Funds:

- 302 – Capital Projects Fund
- 303 – Energy Efficiency Capital Projects Fund

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GOVERNMENTAL FUNDS
Special Revenue, Debt Service and Capital Projects Funds

2014 ADOPTED BUDGET EXPENDITURE SUMMARY

FUND	2010 Actual	2011 Actual	2012 Actual	2013 Budget	2014 Adopted	Difference Amount	2013-2014 % Change
STREET	915,268	982,411	952,425	3,036,200	2,920,940	(115,260)	-3.80%
PATHS & TRAILS	12,526	15,660	0	4,235	5,975	1,740	41.09%
REPAIR & DEMOLITION	416	17,264	1,500	1,500	2,700	1,200	N/A
ELECTRIC UTILITY REVOLVING	21,286	33,351	32,522	0	0	0	N/A
PARK IMPROVEMENT	0	0	0	8,800	10,800	2,000	22.73%
STADIUM	1,313,397	177,421	121,588	127,985	126,985	(1,000)	-0.78%
CONFISCATIONS/SEIZURES	40,379	15,890	31,655	40,000	175,500	135,500	338.75%
LAW ENFORCEMENT GRANT	230,507	192,746	197,579	159,185	0	(159,185)	-100.00%
INDOOR POOL	37,184	11,758	4,973	10,000	10,000	0	0.00%
BORST PARK CONSTRUCTION	10,991	30,694	64,133	132,200	132,200	0	0.00%
BORST HOME	32	169	586	4,920	4,800	(120)	-2.44%
WASHINGTON LAWN CEMETERY	0	0	0	2,340	2,340	0	0.00%
LANDFILL CLOSURE	179,660	169,740	141,339	194,315	145,000	(49,315)	-25.38%
LANDFILL OPERATING TRUST	179,660	169,740	140,395	194,315	145,000	(49,315)	-25.38%
DEBT SERVICE FUND	N/A	N/A	N/A	N/A	152,580	N/A	N/A
CAPITAL PROJECTS	212,240	460,008	237,476	172,305	465,200	292,895	169.99%
ENERGY EFFICIENCY CAP PROJ	N/A	N/A	N/A	N/A	1,689,280	N/A	N/A
TOTAL EXPENDITURES	3,153,546	2,276,852	1,926,171	4,088,300	5,989,300	1,901,000	46.50%

STREET DEPARTMENT

The Mission of the Centralia Street Department is to maintain and improve the City's transportation network of streets and sidewalks, to promote public safety by ensuring that traffic control signs and signals are functional and meet applicable standards and to support community events. This includes:

- 82 miles of streets
- 3,666 signs
- Pavement markings throughout City



Street sweeper removes debris, sediment and trash to prevent it from entering creeks and rivers.



Street staff provide signage for Community events.

2013 Accomplishments

- Completed 4.9 miles of chip seal, restarting a program not done since 1998
- Crack-sealed 7.94 lane-miles - second year of this program
- Installed or replaced 850 signs to ensure meeting reflectivity standards
- Filled over 4,586 potholes
- Spent 1200 hours to paint crosswalks/ street markings
- Patched over 425 linear feet of asphalt surface

2014 Goals

- Continue routine chip-seal road maintenance program; seal 10 miles of streets
- Crack seal 10 miles of streets
- Comply with sign inspection reflectivity program
- Install ADA ramps on S. Gold and main travel routes
- Complete \$20,000 in sidewalk repairs



Chip sealing protects road surfaces, furthers road life expectancy.

STREET FUND (101)
REVENUES/EXPENDITURES/STAFFING SUMMARY

REVENUES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Beg Fund Balance Used	\$0	\$0	\$0	\$112,365	\$495,000	340.5%
Sales Tax Optional	214,272	228,759	242,015	242,015	242,015	0.0%
Franchise Fee Sanitation	175,759	176,709	176,994	174,570	174,570	0.0%
Fed Grants FEMA/DOT	(1,466)	0	1,871	1,733,650	1,435,755	-17.2%
Motor Vehicle Fuel Tax - Unres	337,242	341,149	339,856	350,000	350,000	0.0%
Space & Facility Lease	240,960	198,151	199,348	205,000	205,000	0.0%
Charges for Services	21,468	18,387	25,024	36,000	18,000	-50.0%
Interest Earnings	979	849	900	600	600	0.0%
Other - Donation	0	0	0	182,000	0	N/A
Miscellaneous	101,000	1,783	2,001	0	0	N/A
Operating Transfer In	<u>12,526</u>	<u>28,660</u>	<u>0</u>	<u>0</u>	<u>0</u>	N/A
TOTAL	\$1,102,740	\$994,447	\$988,009	\$3,036,200	\$2,920,940	-3.8%

EXPENDITURES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Salaries	\$408,098	\$395,589	\$372,113	\$409,565	\$404,555	-1.2%
Benefits	152,935	160,016	171,582	184,475	209,295	13.5%
Supplies	98,032	162,256	133,812	210,220	265,715	26.4%
Other Services & Charges	161,914	158,370	176,630	272,450	349,135	28.1%
Operating Transfer Out	1	1	1,699	1,740	82,240	4626.4%
Interfund	74,217	76,712	74,417	0	0	N/A
Capital Outlay	<u>20,071</u>	<u>29,467</u>	<u>22,172</u>	<u>1,957,750</u>	<u>1,610,000</u>	
TOTAL	\$915,268	\$982,411	\$952,425	\$3,036,200	\$2,920,940	-3.8%

Projected 2014 Beginning Fund Balance Available = \$579,610

STREET FUND: \$2,920,940

Beginning Fund Balance	306,183	511,545	499,660	556,260	579,610
Increase (decrease)	205,362	(11,885)	56,600	23,350	(495,000)
Ending Fund Balance	<u>511,545</u>	<u>499,660</u>	<u>556,260</u>	<u>579,610</u>	<u>84,610</u>

Fund Balance Detail

Operating reserves	511,545	499,660	556,260	579,610	84,610
Ending Fund Balance	<u>511,545</u>	<u>499,660</u>	<u>556,260</u>	<u>579,610</u>	<u>84,610</u>

STAFFING	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014
Equipment Operator II	3	3	3	3	3.5
Street Operations Manager	0.75	0.75	0	0	0
Lead Operator II	1	1	1	1	1
Utilities Administration	1.07	1.07	1.6	1.6	1.48
Civil Engineering	<u>0.2</u>	<u>0.2</u>	<u>0.2</u>	<u>0.2</u>	<u>0.2</u>
Total	6.02	6.02	5.80	5.80	6.18

PATHS & TRAILS FUND (104)
REVENUE/EXPENDITURE/STAFFING SUMMARY

REVENUES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg 13-'14
Beg Fund Balance Used	\$10,771	\$13,927	\$0	\$2,500	\$4,235	69.4%
Interest Earnings	69	28	4	0	0	N/A
Operating Transfer In	<u>1,686</u>	<u>1,706</u>	<u>1,699</u>	<u>1,735</u>	<u>1,740</u>	0.3%
TOTAL	\$12,526	\$15,660	\$1,704	\$4,235	\$5,975	41.1%

EXPENDITURES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg 13-'14
Other Services & Charges	\$12,526	\$0	\$0	\$4,235	\$5,975	41.1%
Operating Transfer Out	<u>0</u>	<u>15,660</u>	<u>0</u>	<u>0</u>	<u>0</u>	N/A
TOTAL	\$12,526	\$15,660	\$0	\$4,235	\$5,975	41.1%

STAFFING	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014
Total	N/A	N/A	N/A	N/A	N/A

Beginning Fund Balance	27,190	16,419	2,493	4,196	4,235
Increase (decrease)	(10,771)	(13,927)	1,704	39	(4,235)
Ending Fund Balance	16,419	2,493	4,196	4,235	0

Projected 2014 Beginning Fund Balance Available = \$4,235

PATHS & TRAILS \$5,975

The Paths & Trails fund was established by Ordinance #1669 to account for the required expenditures of at least .42 percent of the revenue received from the gas tax as stipulated in Chapter 47.30 RCW.

The revenue must be spent on special pedestrian, equestrian or bicycle paths. To ensure proper accounting, the monies are transferred into the Paths & Trails Fund from the Street Fund. Each yearly allocation must be expended within 10 years.

REPAIR & DEMOLITION FUND (106)
REVENUE/EXPENDITURE/STAFFING SUMMARY

REVENUES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg 13-'14
Beg Fund Balance Used	\$370	\$17,261	\$0	\$0	\$0	N/A
Interest Earnings	46	3	0	0	0	N/A
Operating Transfer In	<u>0</u>	<u>0</u>	<u>1,500</u>	<u>1,500</u>	<u>2,700</u>	80.0%
TOTAL	\$416	\$17,264	\$1,500	\$1,500	\$2,700	80.0%

EXPENDITURES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg 13-'14
Other Services & Charges	\$416	\$17,264	\$1,500	\$1,500	\$1,700	13.3%
Intergovernmental	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,000</u>	N/A
TOTAL	\$416	\$17,264	\$1,500	\$1,500	\$2,700	80.0%

STAFFING	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014
Total	N/A	N/A	N/A	N/A	N/A
Beginning Fund Balance	17,657	17,287	26	26	0
Increase (decrease)	(370)	(17,261)	0	(26)	0
Ending Fund Balance	17,287	26	26	0	0

Projected 2014 Beginning Fund Balance Available = 0

REPAIR & DEMOLITION \$2,700

Funds set aside to assist with Code Enforcement activities and for taxes on a property under this program. It is funded by a transfer from the General Fund.

ELECTRIC UTILITY REVOLVING FUND (107)
REVENUES/EXPENDITURES/STAFFING SUMMARY

REVENUES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Beg Fund Balance Used	\$0	\$8,261	\$32,493	\$0	\$0	N/A
Interest	97	91	39	0	0	N/A
Contributions	<u>50,000</u>	<u>25,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	N/A
TOTAL	\$50,097	\$33,351	\$32,532	\$0	\$0	N/A

EXPENDITURES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Other Services & Charges	\$21,286	\$7,307	\$32,532	\$0	\$0	N/A
Interfund	<u>0</u>	<u>26,044</u>	<u>0</u>	<u>0</u>	<u>0</u>	N/A
TOTAL	\$21,286	\$33,351	\$32,532	\$0	\$0	N/A

STAFFING	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014
Total	N/A	N/A	N/A	N/A	N/A
Beginning Fund Balance	11,942	40,753	32,493	0	0
Increase (decrease)	28,811	(8,261)	(32,493)	0	0
Ending Fund Balance	<u>40,753</u>	<u>32,493</u>	<u>0</u>	<u>0</u>	<u>0</u>

Projected 2014 Beginning Fund Balance Available = 0. Fund is closed.

PARK IMPROVEMENT FUND (108)
REVENUE/EXPENDITURE/STAFFING SUMMARY

REVENUES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg 13-'14
Beg Fund Balance Used	\$0	\$0	\$0	\$8,800	\$9,800	11.4%
Interest Earnings	19	14	16	0	0	N/A
Rent/Tennis Court Well	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>	<u>0</u>	<u>1,000</u>	N/A
TOTAL	\$1,019	\$1,014	\$1,016	\$8,800	\$10,800	22.7%

EXPENDITURES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg 13-'14
Supplies	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$8,800</u>	<u>\$10,800</u>	22.7%
TOTAL	\$0	\$0	\$0	\$8,800	\$10,800	22.7%

STAFFING	2010	2011	Actual 2012	Budget 2013	Adopted 2014
Total	N/A	N/A	N/A	N/A	N/A
Beginning Fund Balance	6,763	7,782	8,796	9,812	9,800
Increase (decrease)	1,019	1,014	1,016	(12)	(9,800)
Ending Fund Balance	<u>7,782</u>	<u>8,796</u>	<u>9,812</u>	<u>9,800</u>	<u>0</u>

Projected 2014 Beginning Fund Balance Available = \$9,800

PARK IMPROVEMENT \$10,800

The Park Improvement Fund was created in 1997 to consolidate numerous funds. Revenues received are used solely for park improvements.

STADIUM FUND (109)
REVENUE/EXPENDITURE/STAFFING SUMMARY

REVENUES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg 13-'14
Beg Fund Balance Used	\$0	\$53,996	\$3,879	\$15,785	\$15,185	-3.8%
Hotel/Motel Taxes	117,827	119,765	114,567	110,000	110,000	0.0%
Interest Earnings	11,294	570	549	0	300	N/A
Trolley Rent	4,428	3,090	2,593	2,200	1,500	-31.8%
Other Financing Sources	<u>1,250,598</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	N/A
TOTAL	\$1,384,147	\$177,421	\$121,588	\$127,985	\$126,985	-0.8%

EXPENDITURES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg 13-'14
Salaries	\$1,259	\$991	\$1,009	\$1,500	\$1,500	0.0%
Benefits	144	136	179	700	380	-45.7%
Supplies	196	242	1,233	250	300	20.0%
Other Services & Charges	89,611	36,468	25,985	32,550	32,820	0.8%
Debt Principal	0	35,000	50,000	50,000	50,000	0.0%
Debt Interest	19,100	56,863	43,183	42,985	41,985	-2.3%
Capital Outlay	<u>1,202,834</u>	<u>47,721</u>	<u>0</u>	<u>0</u>	<u>0</u>	N/A
	\$1,313,397	\$177,421	\$121,588	\$127,985	\$126,985	-0.8%

STAFFING	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014
Trolley Operators	Part-time	Part-time	Part-time	Part-time	Part-time
Beginning Fund Balance	269,523	340,273	286,277	282,397	267,500
Increase (decrease)	70,750	(53,996)	(3,879)	14,897	(15,185)
Ending Fund Balance	340,273	286,277	282,397	267,500	252,315

Projected 2014 Beginning Fund Balance Available = \$267,500

STADIUM FUND \$126,985

The Stadium Fund receives both the 2% basic and 2% special hotel/motel tax. The funds may be used for tourism promotion, including funding the operation of special events and festivals designed to attract tourists, for the acquisition of tourism-related facilities and the operation of tourism-related facilities that are owned by a public entity or nonprofit organization. Annual accountability reports on the use of funds are required for festivals, special events, and tourism-related facilities owned by 501(c)(3) or 501(c)(6) nonprofit organizations. The authorizing legislation was updated in 2013 and preserved most prior uses.

For 2014, the City awarded \$35,000 in lodging tax grants. In addition, funds were allocated to pay annual debt service of \$91,985 on the 2010 Limited General Obligation bonds issued for the City's portion of the Lewis County Event Center and Sports Complex. This fund retains a minimum of two years' debt service requirements due to the volatile nature of hotel/motel taxes. Projected use of \$15,185 from reserves will supplement 2014 receipts. Lodging tax grants for 2014, as recommended by the Lodging Tax Committee, were awarded to: ARTrails \$13,000, Historic Fox Theater \$13,000, City of Centralia \$7,000, Lewis County Historical Society \$1,500, and Veterans Memorial Museum \$500.

INDOOR POOL FUND (114)
REVENUE/EXPENDITURE/STAFFING SUMMARY

REVENUES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg 13-'14
Beg Fund Balance Used	\$0	\$0	\$0	\$0	\$0	N/A
Operating Transfer In	<u>37,184</u>	<u>11,758</u>	<u>4,973</u>	<u>10,000</u>	<u>10,000</u>	0.0%
TOTAL	\$37,184	\$11,758	\$4,973	\$10,000	\$10,000	0.0%

EXPENDITURES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg 13-'14
Salaries	\$0	\$0	\$0	\$0	\$0	N/A
Benefits	0	0	0	0	0	N/A
Supplies	0	0	0	0	0	N/A
Other Services & Charges	<u>37,184</u>	<u>11,758</u>	<u>4,973</u>	<u>10,000</u>	<u>10,000</u>	0.0%
TOTAL	\$37,184	\$11,758	\$4,973	\$10,000	\$10,000	0.0%

STAFFING	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014
			N/A	N/A	N/A
Beginning Fund Balance	0	0	0	0	0
Increase (decrease)	0	0	0	0	0
Ending Fund Balance	0	0	0	0	0

Projected 2014 Beginning Fund Balance Available = 0

INDOOR POOL \$10,000

Per a Cooperative Operations Agreement for the Community Indoor Swimming Pool, both the City of Centralia and the Centralia School District are required annually to appropriate \$10,000 into their indoor pool funds. The funds are available to make necessary major building and equipment repairs and or replacements.

Thorbeckes, the operator of the pool, is responsible for equipment and building repairs of up to \$10,000 per year. Any expenses beyond \$10,000 are shared equally by the City and School District, provided the expenses are reasonably necessary for the continued operation of the indoor pool.

BORST PARK CONSTRUCTION FUND (124)
REVENUE/EXPENDITURE/STAFFING SUMMARY

REVENUES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg 13-'14
Beg Fund Balance Used	\$0	\$0	\$10,956	\$96,100	\$96,100	0.0%
WSDOT Mitigation	0	0	\$7,500	0	0	N/A
Other-Banners	0	0	\$550	0	0	N/A
Interest Earnings	189	159	213	100	100	0.0%
Rental of Facilities	24,769	21,217	32,761	28,000	24,000	-14.3%
Contributions - Light Show	0	0	10,144	0	10,000	N/A
Gifts/Pledges/Grants-Private	1,957	4,618	2,010	8,000	2,000	-75.0%
Transfer	<u>0</u>	<u>38,995</u>	<u>0</u>	<u>0</u>	<u>0</u>	N/A
TOTAL	\$26,915	\$64,989	\$64,133	\$132,200	\$132,200	0.0%

EXPENDITURES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg 13-'14
Supplies	\$10,426	\$27,473	45,993	\$1,200	\$15,200	1166.7%
Other Services & Charges	0	3,549	18,063	25,000	25,000	0.0%
Intergovernmental	565	(327)	78	0	0	N/A
Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>106,000</u>	<u>92,000</u>	-13.2%
TOTAL	\$10,991	\$30,694	\$64,133	\$132,200	\$132,200	0.0%

STAFFING	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014
	N/A	N/A	N/A	N/A	N/A
Beginning Fund Balance	60,491	76,415	110,709	99,753	96,100
Increase (decrease)	15,924	34,295	(10,956)	(3,653)	(96,100)
Ending Fund Balance	76,415	110,709	99,753	96,100	0

Projected 2014 Beginning Fund Balance Available = \$96,100

BORST PARK CONSTRUCTION \$132,200

The Borst Park Construction Fund is supported by user fees from community sport groups and through a lease arrangement with Thorbeckes. Contributions for the Borst Park Christmas Light Show allow purchase of displays.

BORST HOME FUND (125)
REVENUE/EXPENDITURE/STAFFING SUMMARY

REVENUES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg 13-'14
Beg Fund Balance Used	\$0	\$0	\$256	\$4,400	\$4,500	2.3%
Interest Earnings	11	8	8	20	0	-100.0%
Borst Home Resale	89	26	45	100	0	-100.0%
Gifts/Pledges/Grants-Private	<u>615</u>	<u>279</u>	<u>277</u>	<u>400</u>	<u>300</u>	-25.0%
TOTAL	\$715	\$313	\$586	\$4,920	\$4,800	-2.4%

EXPENDITURES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg 13-'14
Supplies	\$0	\$142	\$582	\$4,920	\$4,800	-2.4%
Other Services & Charges	25	25	0	0	0	N/A
Intergovernmental	<u>7</u>	<u>2</u>	<u>4</u>	<u>0</u>	<u>0</u>	N/A
TOTAL	\$32	\$169	\$586	\$4,920	\$4,800	-2.4%

STAFFING	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014
Total	N/A	N/A	N/A	N/A	N/A
Beginning Fund Balance	3,836	4,519	4,662	4,407	4,500
Increase (decrease)	683	143	(256)	93	(4,500)
Ending Fund Balance	4,519	4,662	4,407	4,500	0

Projected 2014 Beginning Fund Balance Available = \$4,500

BORST HOME

\$4,800

The historical Borst Home is maintained by donations from the community. The Borst Home and one-room schoolhouse are open to the public for tours.



WASHINGTON LAWN CEMETERY TRUST FUND (130)
REVENUE/EXPENDITURE/STAFFING SUMMARY

REVENUES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg 13-'14
Beg Fund Balance Used	\$0	\$0	\$0	\$2,340	\$2,340	0.0%
Interest Earnings	<u>6</u>	<u>4</u>	<u>4</u>	<u>0</u>	<u>0</u>	N/A
TOTAL	\$6	\$4	\$4	\$2,340	\$2,340	0.0%

EXPENDITURES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg 13-'14
Supplies	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$2,340</u>	<u>\$2,340</u>	0.0%
TOTAL	\$0	\$0	\$0	\$2,340	\$2,340	0.0%

STAFFING	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014
Total	N/A	N/A	N/A	N/A	N/A
Beginning Fund Balance	2,326	2,332	2,337	2,340	2,340
Increase (decrease)	6	4	4	0	(2,340)
Ending Fund Balance	2,332	2,337	2,340	2,340	0

Projected 2014 Beginning Fund Balance Available = \$2,340

WASHINGTON LAWN CEMETERY \$2,340

Washington Lawn Cemetery, which is located at the corner of Washington and Maple Streets, is operated and maintained by the Centralia Parks Department. There are no new lots being sold, but maintenance and opening and closing activities continue throughout the year.

LANDFILL CLOSURE FUND (131)
REVENUES/EXPENDITURES/STAFFING SUMMARY

REVENUES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Beg Fund Balance Used	\$0	\$0	\$0	\$0	\$0	N/A
Grants	0	0	944	0	0	N/A
Miscellaneous	0	0	0	0	0	N/A
Operating Transfer In	<u>179,660</u>	<u>169,740</u>	<u>140,395</u>	<u>194,315</u>	<u>145,000</u>	3.3%
TOTAL	\$179,660	\$169,740	\$141,339	\$194,315	\$145,000	2.6%

EXPENDITURES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Salaries	\$78,040	\$75,740	\$76,240	\$106,265	\$82,370	8.0%
Benefits	33,477	29,607	30,945	42,210	33,645	8.7%
Supplies	6,757	6,884	3,521	5,340	4,500	27.8%
Other Services & Charges	42,804	32,469	23,817	30,020	24,235	1.8%
Intergovernmental	232	235	235	480	250	6.4%
Interfund	18,350	24,806	6,580	0	0	N/A
Capital Outlay	<u>0</u>	<u>0</u>	<u>0</u>	<u>10,000</u>	<u>0</u>	N/A
TOTAL	\$179,660	\$169,740	\$141,339	\$194,315	\$145,000	2.6%

STAFFING	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014
Remote Systems Technician	1	1	1	1	1
Utilities Administration	<u>0.32</u>	<u>0.32</u>	<u>0.35</u>	<u>0.35</u>	<u>0.37</u>
Total	1.32	1.32	1.35	1.35	1.37
Beginning Fund Balance	0	0	0	0	0
Increase (decrease)	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Ending Fund Balance	0	0	0	0	0

Projected 2014 Beginning Fund Balance Available = \$0 (Funded by transfers from Fund 132)

LANDFILL CLOSURE FUND: \$145,000

The Landfill Closure Fund was established to account for the expenditures of the closure and post closure care of the Centralia Landfill which closed and was covered in 1994. The financing for these post closure activities is the transfer from the Landfill Closure Trust. The City Public Works Director oversees the monitoring operations at the landfill. The budget requirements are reviewed per agreement by the Landfill Closure Group comprised of several local governments.

LANDFILL OPERATING TRUST FUND (132)
REVENUES/EXPENDITURES/STAFFING SUMMARY

REVENUES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Beg Fund Balance Used	\$89,482	\$0	\$0	\$0	\$0	N/A
Lewis County Disposal Dist	90,000	250,940	190,000	194,315	145,000	-25.4%
Interest Earnings	178	283	370	0	0	N/A
TOTAL	\$179,660	\$251,223	\$190,370	\$194,315	\$145,000	-25.4%

EXPENDITURES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Operating Transfer Out	\$ 179,660	\$ 169,740	\$ 140,395	\$ 194,315	\$ 145,000	-25.4%
TOTAL	\$179,660	\$169,740	\$140,395	\$194,315	\$145,000	-25.4%

STAFFING	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014
Total	N/A	N/A	N/A	N/A	N/A
Beginning Fund Balance	125,779	36,297	117,780	167,755	167,755
Increase (decrease)	(89,482)	81,483	49,975	0	0
Ending Fund Balance	36,297	117,780	167,755	167,755	167,755

Projected 2014 Beginning Fund Balance Available = \$167,775

LANDFILL OPERATING TRUST FUND: \$145,000

This fund was established to account for monies received from the Lewis County Disposal District pursuant to an Interlocal Agreement regarding the closure of the Centralia Landfill. Annually a transfer is made to the Landfill Closure Fund to cover actual expenses of remedial actions at the landfill.

DEBT SERVICE FUND (201)
REVENUE/EXPENDITURE/STAFFING SUMMARY

REVENUES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg 13-'14
Beg Fund Balance Used					\$0	N/A
Bond Subsidy					39,610	N/A
Transfers In					<u>112,970</u>	N/A
TOTAL					\$152,580	

EXPENDITURES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg 13-'14
Debt Principal					\$110,000	N/A
Debt Interest					<u>42,580</u>	N/A
TOTAL					\$152,580	

STAFFING	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014
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Total N/A

Beginning Fund Balance	0	0
Increase (decrease)	0	0
Ending Fund Balance	<u>0</u>	<u>0</u>

Projected 2014 Beginning Fund Balance Available = 0

DEBT SERVICE FUND \$152,580

This fund was established to account for debt payment transactions on the \$1.1 million of 2013 Limited Tax General Obligation Bonds issued as partial funding for the City's Energy Efficiency projects.

The debt will be covered by transfers in from the departments and funds which achieve the energy cost savings resulting from the projects. Since the issue was for Qualified Energy Conservation Bonds with a maturity of ten years, this debt is partially subsidized by a federal interest credit. The first payment is due February 2014.

CAPITAL PROJECTS FUND (302)
REVENUE/EXPENDITURE/STAFFING SUMMARY

REVENUES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg 13-'14
Beg Fund Balance Used	\$25,555	\$273,216	\$0	\$22,220	\$294,700	1226.3%
Real Estate Excise Tax	84,651	75,175	84,933	75,000	85,000	13.3%
Real Estate Excise Tax	84,651	75,175	84,933	75,000	85,000	13.3%
Grants	16,423	35,871	256,715	0	0	N/A
Interest Earnings	<u>960</u>	<u>571</u>	<u>529</u>	<u>200</u>	<u>500</u>	N/A
TOTAL	\$212,240	\$460,008	\$427,109	\$172,420	\$465,200	169.8%

EXPENDITURES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg 13-'14
<i>Capital Projects:</i>						
Mellen St I-5 Interchange	\$337	\$1,453	\$1,928	Projects	Projects	N/A
Reynolds/Harrison/Galvin	604	0	28,443	to be	to be	N/A
Rock St Alley W Bridge	24,377	286,400	34,304	determined	determined	N/A
Borst Ave Improvements	10,316	0	197		315,300	N/A
Debt Principal	100,000	100,000	105,000	110,000	129,070	17.3%
Debt Interest	<u>76,606</u>	<u>72,154</u>	<u>67,604</u>	<u>62,420</u>	<u>20,830</u>	-66.6%
TOTAL	\$212,240	\$460,008	\$237,476	\$172,420	\$465,200	169.8%

STAFFING	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014
Total	N/A	N/A	N/A	N/A	N/A
Beginning Fund Balance	316,436	290,881	17,665	207,298	294,700
Increase (decrease)	(25,555)	(273,216)	189,633	87,402	(294,700)
Ending Fund Balance	<u>290,881</u>	<u>17,665</u>	<u>207,298</u>	<u>294,700</u>	<u>0</u>

Projected 2014 Beginning Fund Balance Available = \$294,700

CAPITAL PROJECTS \$465,200

The real estate excise tax that is levied on the sale of real property within the City of Centralia was first established by Ordinance #1623. The rate of tax imposed is 1/4 of 1% (REET 1) of the selling price of the real property. The monies collected must be spent solely on capital projects that are listed in the capital facilities plan element of the City's Comprehensive Plan. In 1996 the City Council added an additional 1/4 of 1% (REET 2) excise tax that may only be levied by cities that are required to or choose to plan under the Growth Management Act. Like REET 1 revenues, REET 2 revenues must be spent solely on capital projects that are listed in the capital facilities plan element of the City's comprehensive plan.

A portion of these funds have been committed to retiring the bonds used for the Downtown Streetscape Project. In 2013, the original 2001 Limited General Obligation Bonds were refinanced at lower interest rates and the commitment to debt service continues. Capital projects, yet to be determined, will be funded by REET revenues in excess of debt service and by proceeds of the sale of City properties which have been accumulated in this fund.

ENERGY EFFICIENCY CAPITAL PROJECTS FUND (303)
REVENUE/EXPENDITURE/STAFFING SUMMARY

REVENUES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg 13-'14
Bond Proceeds Used					\$1,093,250	
Energy Conservation Grant					423,508	
Conservation Rebate					170,522	
Interest					<u>2,000</u>	
TOTAL					\$1,689,280	

EXPENDITURES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg 13-'14
Capital Outlay					<u>\$1,689,280</u>	
TOTAL					\$1,689,280	

STAFFING	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014
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Total N/A

Beginning Fund Balance	0	1,093,250
Increase (decrease)	1,093,250	(1,093,250)
Ending Fund Balance	<u>1,093,250</u>	<u>0</u>

Projected 2014 Beginning Fund Balance Available = \$1,093,250

ENERGY EFFICIENCY CAPITAL PROJECTS FUND \$1,689,280

This fund was established to account for the transactions on the Energy Efficiency Projects - improvements at the Train Depot, at Borst Park, and street lights throughout the City of Centralia. Under the street light replacement portion of the project, over 1500 lights will be changed to LED bulbs. The project is funded with a grant from the Department of Enterprise Services (DES), from rebates projected from Bonneville Power Authority and from proceeds of the \$1.1 million in Limited General Obligation bonds. As Qualified Energy Conservation Bonds (QECB), this bond issue receives an interest credit subsidy from the federal government.

Upon completion of the projects, this fund is planned to be discontinued.

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CITY OF CENTRALIA

2014 Adopted Budget

Proprietary Funds

Enterprise Funds (4XX) – to account for operations (a) that are normally financed and operated in a manner similar to private business enterprises – where the intent of the governing body is that costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

Funds: 401 – City Light
402 – Water
403 – Wastewater
405 – Storm & Surface Water

Internal Service Funds (5XX) – to account for the financing of goods or services provided by one department or agency to other departments or agencies of the governmental unit, or other governmental units, on a cost-reimbursement basis.

Fund: 501 – Equipment Rental

PROPRIETARY FUNDS
Enterprise and Internal Services Funds

2014 ADOPTED BUDGET EXPENDITURE SUMMARY

FUND	2010 Actual	2011 Actual	2012 Actual	2013 Budget	2014 Adopted	Difference Amount	2013-2014 % Change
CITY LIGHT	21,889,406	20,959,957	22,219,598	25,223,703	24,505,065	(718,638)	-2.85%
WATER	3,919,303	3,825,559	4,029,522	5,034,179	4,820,660	(213,519)	-4.24%
WASTEWATER	6,789,550	9,680,426	8,784,079	7,663,785	8,339,825	676,040	8.82%
STORM & SURFACE WATER	773,756	1,143,750	651,931	1,183,200	1,349,615	166,415	14.06%
EQUIPMENT RENTAL	413,131	382,321	346,715	497,735	1,081,785	584,050	117.34%
TOTAL EXPENDITURES	33,785,146	35,992,013	36,031,845	39,602,602	40,096,950	494,348	1.25%

CENTRALIA CITY LIGHT

The City of Centralia owns and operates a complete electrical system consisting of a hydroelectric generating plant, transmission system and distribution system. The Yelm hydro-project, built in 1929, consists of a diversion dam on the Nisqually River, near the towns of McKenna and Yelm and a 9-mile canal that crosses the Yelm Prairie to supply the powerhouse containing three hydroelectric generators capable of producing nearly 13 megawatts.

The voltage of the generated power is stepped up from 2.4 to 69 kV and then sent via a 26-mile transmission line to the City of Centralia. Six substations and almost 30 feeder lines distribute power to approximately 10,000 customers. The Yelm hydro-project can generate over 10 megawatts of power during peak flows, and supplies over 28% of the City's needs. The rest of the City's power requirements are supplied by Bonneville Power Association (Tier 1) and a Power Purchase Agreement (Tier 2) through the Northwest Energy Management Services.

Generation (Yelm) and distribution (Centralia) are reported and budgeted separately for federal accounting purposes.



Yelm Diversion Dam in May

2014 Goals

SAFETY

- Operate system to maintain the highest degree of safety at all times for personnel and the public
- Exhibit all employees' commitment to safety by monitoring work and workplace practices

RELIABILITY

- Improve and maintain reliability of power to customers and continuously improve system reliability indexes known as SAIDI and CAIDI
- Aggressively replace transmission and distribution poles that are likely to fail. Test and treat poles to extend effective life
- Complete distribution model and analysis of the City; prepare coordination study to identify equipment installations that can minimize customer impact during system faults
- Install breaker bypass switches in May Street Substation to allow load shift and subsequent decommission of older B Street substation
- Maintain an aggressive tree trimming program to minimize vegetation-caused outages
- Upgrade SCADA to improve reliability of generation and distribution systems

CUSTOMER SERVICE

- Commitment to the highest quality of customer service and public interactions will be practiced by all City Light and Yelm personnel
- All personnel will exhibit best customer service example possible when performing work
- FISCAL RESPONSIBILITY
- Effectively manage resources to ensure customer ratepayers are receiving the lowest cost and highest quality service possible.

CITY LIGHT FUND - TOTAL (401)
REVENUES/EXPENDITURES/SUMMARY

REVENUES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Bond Proceeds Used	\$0	\$0	\$550,986	\$2,370,993	\$0	N/A
Beginning Fund Balance Used	0	0	0	0	1,141,665	N/A
Grants	0	214,501	334,636	150,000	250,000	66.7%
Bonds Issued	10,994,198	0	0	0	0	N/A
Charges For Services	18,310,621	19,867,495	20,470,823	21,834,870	22,047,650	1.0%
Fines & Forfeits	0	0	0	246,890	234,630	-5.0%
Interest Earnings	28,991	30,012	28,300	21,000	19,000	-9.5%
Bond Subsidy			186,523	172,350	178,700	3.7%
Miscellaneous Revenue	425,308	765,400	530,936	297,600	298,420	0.3%
Space/Facilities Rent	86,301	81,245	66,374	0	85,000	N/A
Other Financing Sources	6,165	9,304	1,350	0	0	N/A
Contributed Capital	605,009	65,267	49,670	130,000	250,000	92.3%
TOTAL	\$30,456,593	\$21,033,224	\$22,219,598	\$25,223,703	\$24,505,065	-2.8%

EXPENDITURES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Salaries	\$2,507,909	\$2,889,158	\$2,943,345	\$3,121,895	\$3,152,335	1.0%
Benefits	888,108	995,023	1,051,203	1,187,968	1,283,120	8.0%
Supplies	8,152,621	7,108,065	7,680,387	9,333,440	9,587,495	2.7%
Other Services & Charges	1,322,908	1,711,127	1,432,060	4,597,260	4,377,240	-4.8%
Intergovernmental	1,774,175	2,034,806	2,005,005	31,000	26,000	-16.1%
Interfund	406,161	389,254	392,758	0	0	N/A
Debt Principal	970,000	1,005,000	1,050,000	1,510,000	1,570,010	4.0%
Debt Interest	1,040,342	1,405,561	1,364,964	1,298,190	1,230,640	-5.2%
Capital Outlay	4,827,182	3,421,964	4,299,875	4,143,950	3,278,225	-20.9%
TOTAL	\$21,889,406	\$20,959,957	\$22,219,598	\$25,223,703	\$24,505,065	-2.8%

Beginning Fund Balance	7,083,772	16,539,849	15,723,837	14,859,546	14,244,288
Increase (decrease)	9,456,077	(816,012)	(864,291)	(615,258)	(1,141,665)
Ending Fund Balance	16,539,849	15,723,837	14,859,546	14,244,288	13,102,623

Fund Balance Detail

Customer Deposits	391,127	402,604	418,865	430,086	430,086
Debt Reserves	3,093,769	3,010,922	3,042,200	3,041,572	3,041,572
Bond Const. Fund 2010	7,615,269	5,379,065	2,823,720	0	0
Capital Reserves	4,285,836	5,871,713	6,786,324	8,748,630	7,606,965
Operating Reserves	1,153,848	1,059,533	1,788,437	2,024,000	2,024,000
Ending Fund Balance	16,539,849	15,723,837	14,859,546	14,244,288	13,102,623

CITY LIGHT FUND - TOTAL (401)
STAFFING SUMMARY

STAFFING	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014
General Manager	1	1	1	1	1
Line Technician	4	4	4	4	4
Line Tech Apprentice	1	1	1	1	1
Line Service Technician	1	1	1	1	1
Line Foreman	1	1	1	1	2
Operations Manager	1	0	0	0	0
Generation & Sys Ops Mgr	0	1	1	1	1
Line Superintendent	0	1	1	1	1
Utility Worker	0	1	1	0	0
Light Warehouseman	1	1	1	1	1
Groundman	1	1	1	1	1
Line Equipment Operator	1	1	1	1	1
Electrical Engineering Mgr	1	1	1	1	1
Electrical Engineering Tech II	1	1	1	1	1
Electrical Engineering Tech IV	1	1	1	1	1
Engineering Technical Assistant	0	0	0	1	1
Chief Substation Operator	1	1	1	1	1
Substation Operator	1	1	1	1	1
Light Meter Reader	1	0	0	0	0
Warehouse Supervisor	1	1	1	1	1
Powerhouse Operator	2	2	2	2	2
Apprentice Pwrhse Operator	1	1	1	0	0
Chief Powerhouse Operator	0	0	0	1	1
Instrument & Control Tech	1	1	1	1	1
Dam Technician	1	1	1	1	1
Canal Technician	2	2	2	2	2
Canal Maint Supervisor	1	1	1	1	1
Generation Manager	1	0	0	0	0
Light Meter Tech Foreman	1	1	1	1	1
Light Meter Tech	0	0	0	1	1
Light Meter Tech Apprentice	1	1	1	0	0
Civil Engineering	1.7	1.7	1.7	1.7	1.7
Customer Service	2.68	2.68	2.68	2.68	2.68
Maintenance Custodian	0.34	0.34	0.34	0.34	0.34
Information Technology	0.34	0.68	0.68	0.68	0.68
Utilities Administration	<u>1.92</u>	<u>1.92</u>	<u>1.92</u>	<u>1.92</u>	<u>2.32</u>
Total	36.98	37.32	37.32	37.32	38.72

CENTRALIA CITY LIGHT

YELM HYDROELECTRIC PLANT

2013 Accomplishments

- Completed repair of Unit #2 turbine
- Replaced diversion dam control building including wiring and panels at dam site
- Lined 900 feet of the canal with leak resistant plastic coating
- Completed FERC requirements to raise the canal embankment to increase the capacity of the canal from 750 to 800 cubic feet/ second
- Began emergency repair of Unit #3 turbine
- Installed upgraded station batteries in the Yelm Powerhouse
- Began preliminary talks with Puget Sound Energy for Yelm transmission line easement
- Generated over 26% of our overall City power requirements for 2013



Installing liner along canal embankment



Yelm Power House



Yelm Unit 3 Turbine Rehabilitation

CITY LIGHT FUND - YELM HYDRO (401.010)
REVENUES/EXPENDITURES/STAFFING SUMMARY

REVENUES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
See City Light Fund Total	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>

EXPENDITURES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Proposed 2014	% Chg '13-'14
Salaries	\$758,296	\$759,061	\$796,584	\$765,595	\$807,700	5.5%
Benefits	254,674	261,266	279,601	299,005	320,625	7.2%
Supplies	161,082	110,776	119,083	181,000	151,500	-16.3%
Other Services & Charges	565,254	574,264	688,130	727,280	737,505	1.4%
Intergovernmental	19,544	69,878	17,966	29,000	25,000	-13.8%
Interfund	108,189	95,596	95,635	0	0	N/A
Debt Principal	450,890	464,615	488,340	599,100	625,380	4.4%
Debt Interest	348,222	416,656	395,931	364,040	334,370	-8.2%
Capital Outlay	<u>3,225,961</u>	<u>732,025</u>	<u>912,718</u>	<u>1,640,000</u>	<u>1,260,000</u>	-23.2%
TOTAL	\$5,892,111	\$3,484,136	\$3,793,987	\$4,605,020	\$4,262,080	-7.4%

STAFFING	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014
General Manager	0.33	0.33	0.33	0.33	0.33
Powerhouse Operator	2	2	2	2	2
Apprentice Pwrhse Operator	1	1	0	0	0
Chief Powerhouse Operator	0	0	1	1	1
Instrument & Control Tech	1	1	1	1	1
Dam Technician	1	1	1	1	1
Canal Technician	2	2	2	2	2
Canal Maint Supervisor	1	1	1	1	1
Generation Manager	1	0	0	0	0
Generation & Sys Ops Mgr	0	0.7	0.5	0.5	0.7
Utilities Administration	<u>0.24</u>	<u>0.24</u>	<u>0.24</u>	<u>0.24</u>	<u>0.24</u>
Total	9.57	9.27	9.07	9.07	9.27

CENTRALIA CITY LIGHT

ELECTRIC SYSTEM

2013 Accomplishments

- Purchased a “Mud Dog” hydro excavator for digging pole holes; use contributed to safety and speed
- Using a specialty contractor, surveyed and treated 5,000 poles recording GIS location and condition
- Replaced 72 distribution poles identified by survey as “priority” for replacement
- Designed transmission pole replacements on Yelm transmission line; replaced 63 poles and upgraded seven others to 115kV capability
- Completed Lum Road improvements needed to connect the Tesla Super Charging Station
- Completed tree trimming along all distribution lines west of I-5 including 10 feeder lines out of 3 substations
- Engineering completed detailed Unit Specifications Guide
- Engineering began upgrade/correcting GIS model of system
- Completed electrical installation for Lewis County Sports Hub
- Completed distribution projects for WSDOT upgrade of I-5 Centralia interchanges including Mellen and Yew, Mellen and Borthwick, and Reynolds and Pearl
- Kept City light rate increase to 3.4% despite BPA rate increases for power 8% & transmission 11%
- Improved outage tracking indices



Mud Dog hydro excavator at work



Lewis County Sports Hub (above)

Installation at Tesla Charging Station (Left)

CITY LIGHT FUND - CENTRALIA ELECTRIC SYSTEM (401.020)
REVENUES/EXPENDITURES/STAFFING SUMMARY

REVENUES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
See City Light Fund Total	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>
TOTAL	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>	<u>N/A</u>

EXPENDITURES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Salaries	\$1,749,612	\$2,130,096	\$2,146,761	\$2,356,300	\$2,344,635	-0.5%
Benefits	633,434	733,756	771,602	888,963	962,495	8.3%
Supplies	7,991,540	6,997,290	7,561,304	9,152,440	9,435,995	3.1%
Other Services & Charges	757,654	1,136,863	743,930	3,869,980	3,639,735	-5.9%
Intergovernmental	1,754,631	1,964,928	1,987,040	2,000	1,000	-50.0%
Interfund	297,972	293,659	297,124	0	0	N/A
Debt Principal	519,110	540,385	561,660	910,900	944,630	3.7%
Debt Interest	692,120	988,905	969,033	934,150	896,270	-4.1%
Capital Outlay	<u>1,601,222</u>	<u>2,689,939</u>	<u>3,387,157</u>	<u>2,503,950</u>	<u>2,018,225</u>	-19.4%
TOTAL	\$15,997,294	\$17,475,821	\$18,425,611	\$20,618,683	\$20,242,985	-1.8%

STAFFING	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014
General Manager	0.67	0.67	0.67	0.67	0.67
Line Technician	4	4	4	4	4
Line Tech Apprentice	1	1	1	1	1
Line Service Technician	1	1	1	1	1
Line Foreman	1	1	1	1	2
Operations Manager	1	0	0	0	0
Generation & Sys Ops Mgr	0	0.3	0.5	0.5	0.3
Line Superintendent	0	1	1	1	1
Utility Worker	0	1	0	0	0
Light Warehouseman	1	1	1	1	1
Groundman	1	1	1	1	1
Line Equipment Operator	1	1	1	1	1
Asst Operations Manager	0	0	0	0	0
Electrical Engineering Mgr	1	1	1	1	1
Electrical Engineering Tech II	1	1	1	1	1
Electrical Engineering Tech I	1	1	1	1	1
Engineering Technical Assist:	0	0	1	1	1
Chief Substation Operator	1	1	1	1	1
Substation Operator	1	1	1	1	1
Light Meter Reader	1	0	0	0	0
Warehouse Supervisor	1	1	1	1	1
Light Meter Tech Foreman	1	1	1	1	1
Light Meter Tech	0	0	1	1	1
Light Meter Tech Apprentice	1	1	0	0	0
Civil Engineering	1.7	1.7	1.7	1.7	1.7
Customer Service	2.68	2.68	2.68	2.68	2.68
Maintenance Custodian	0.34	0.34	0.34	0.34	0.34
Information Technology	0.34	0.68	0.68	0.68	0.68
Utilities Administration	<u>1.68</u>	<u>1.68</u>	<u>1.68</u>	<u>1.68</u>	<u>2.08</u>
Total	27.41	28.05	28.25	28.25	29.45

WATER DEPARTMENT

The Mission of the Centralia Water Department is to protect public health and ensure economic viability by providing clean and adequate supplies of potable water and fire flow for all residential, commercial and industrial customers. It produces 571 million gallons of clean drinking water. It operates and maintains:

- 4 reservoirs
- 9 wells
- 2 treatment facilities
- 7 booster pump stations
- 124 miles of distribution pipes sized from 2 to 16 inches diameter

Services are provided to 7000 customers on the metered distribution system. Chlorination and fluoridation treatments are provided at active wells. The City also has fire hydrants used by Riverside Fire Authority.



Water Tank at Seminary Hill

2013 Accomplishments

- Replaced 1250 feet of water main on Logan, Yakima and Madrona Streets to prevent leaks and improve fire flow; resulted in 5 new hydrants, 12 new service connections and 1250 feet of new road surface
- Replaced 650 feet of old 3/4 and one-inch steel water line on Chestnut Street with 6 inch line
- Upgraded booster station at Seminary Hill for generator backup power capacity
- Replaced 100 feet of water main on Summa Street

2014 Goals

- Upgrade and convert supply computer operating system
- Construct 2220 feet of 12-inch water main between Cooks Hill and River Heights roads as first phase of a multi-year project to improve fire flow on Joppish Road and River Heights



Water Towers at Ham Hill

WATER UTILITY (402)
REVENUES/EXPENDITURES/STAFFING SUMMARY

REVENUES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Beg Fund Balance Used	\$0	\$0	\$0	\$258,279	\$0	N/A
Charges For Services	3,939,580	4,358,786	4,543,523	4,646,400	4,724,260	1.7%
Fines & Forfeits	0	0	0	58,400	35,300	-39.6%
Grants	0	0	34,192	0	0	N/A
Contributed Capital	154,559	64,377	81,527	40,000	30,000	-25.0%
Interest Earnings	10,279	7,451	8,530	6,100	6,100	0.0%
Equip Rent	25,338	22,673	20,414	0	0	N/A
Miscellaneous	11,634	18,885	14,857	25,000	25,000	0.0%
TOTAL	\$4,141,390	\$4,472,171	\$4,703,044	\$5,034,179	\$4,820,660	-4.2%

EXPENDITURES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Salaries	\$1,024,191	\$1,050,877	\$1,078,671	\$1,166,815	\$1,210,550	3.7%
Benefits	374,528	423,827	433,544	468,719	513,940	9.6%
Supplies	153,310	163,798	188,900	250,900	398,100	58.7%
Other Services & Charges	483,062	436,114	465,607	1,532,150	1,596,615	4.2%
Intergovernmental	580,612	642,054	668,397	50,000	35,000	-30.0%
Interfund	254,049	176,222	169,869	0	0	N/A
Interfund Loan to Storm	0	0	0	349,825	0	N/A
Debt Principal	600,213	605,213	610,213	635,210	443,910	-30.1%
Debt Interest	166,518	151,502	135,882	102,580	48,190	-53.0%
Capital Outlay	282,820	175,951	278,438	477,980	509,675	6.6%
Contributions to Reserves	0	0	0	0	64,680	N/A
TOTAL	\$3,919,303	\$3,825,559	\$4,029,522	\$5,034,179	\$4,820,660	-4.2%

Beginning Fund Balance	3,810,268	3,981,714	4,517,327	5,208,391	5,870,214
Increase (decrease)	171,446	535,613	691,064	661,823	64,680
Ending Fund Balance	3,981,714	4,517,327	5,208,391	5,870,214	5,934,894

Fund Balance Detail

Customer Deposits	14,665	14,140	13,960	13,950	13,950
Debt Reserves	443,719	441,894	448,135	476,660	476,660
Capital Reserves	3,093,330	3,631,293	4,316,296	4,949,604	5,014,284
Operating Reserves	430,000	430,000	430,000	430,000	430,000
Ending Fund Balance	3,981,714	4,517,327	5,208,391	5,870,214	5,934,894

STAFFING	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014
Meter Reader	0.5	0.5	0.5	0.5	0.5
ST/ER/SW Ops Manager	0	0	0	0	0
Operations Manager	1	1	1	1	1
Water Technician	4	4	4	4	4
Lead Remote System Tech	1	1	1	1	1
Remote System Tech	1	1	1	1	1
Lead Water Technician	1	1	1	1	1
Water Quality Specialist	1	1	1	1	1
Lead Water CS Technician	1	1	1	1	1
Civil Engineering	1.25	1.25	1.25	1.25	1.25
Maintenance Custodian	0.33	0.33	0.33	0.33	0.33
Information Technology	0.33	0.66	0.66	0.66	0.66
Customer Service	1.66	1.66	1.66	1.66	1.66
Utilities Administration	2.01	2.01	2.09	2.09	1.94
Total	16.08	16.41	16.49	16.49	16.34

WASTEWATER DEPARTMENT

The Mission of the Centralia Wastewater Department is to protect public health by:

- Maintaining and improving the sanitary sewer system
- Effectively and efficiently capturing and conveying wastewater to the treatment facility
- Treating 800 million gallons of sewage annually to eliminate pathogens and nutrients before discharge
- Managing all water, air and solid waste by-products in compliance with state and federal permit requirements

It operates and maintains 24 sewage lift stations, 86 miles of sewer lines and the treatment plant.



Sewer treatment plant clarifier

2013 Accomplishments

- Completed pilot composting program; produced 1600 yards of compost that met Class A bio solids standards; saved \$25,000 in energy and chemical costs
- Constructed compost curing pad; modified compost building access and equipment storage
- Demolished unneeded buildings at Mellen Street plant (WSDOT funded)
- Constructed two sewer crossing under Interstate 5 in exchange for WSDOT use of clarifier site at Mellen Street during project
- Completed update of the 2000 General Sewer Plan
- Replaced 2.4 miles of old main and 104 laterals in second year of I&I reduction plan
- Recoated above-ground portions of force mains north of Mellen Street site
- Replaced corroded support structure on headworks with stainless steel

2014 Goals

- Select and design site of wastewater decant station for sewer debris
- Construct slab for stockpile of wood chips for composting project, phase 2
- Recruit and fill composting position
- Compost over 80% of total solids produced at treatment plant
- Implement sewer flow monitoring program to help prioritize next I&I projects
- Implement smoke testing program to identify illegal or incorrect connections to sewer system

WASTEWATER UTILITY (403)
REVENUES/EXPENDITURES/STAFFING SUMMARY

REVENUES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Beg Fund Balance Used	\$0	\$0	\$0	\$0	\$497,295	N/A
Charges For Services	7,310,531	7,259,953	7,496,981	7,528,215	7,675,700	2.0%
Fines & Forfeits	0	0	0	88,200	83,730	-5.1%
Grants	(10,066)	1,144,465	586,808	0	0	N/A
Loans	82,000	1,715,159	965,973	0	0	N/A
Other Financing Sources	130,100	0	0	0	0	N/A
Contributed Capital	279,590	28,487	37,022	6,500	40,000	515.4%
Interest Earnings	19,283	15,004	14,937	13,000	13,100	0.8%
Miscellaneous	44,817	50,466	42,618	30,000	30,000	0.0%
TOTAL	\$7,856,255	\$10,213,534	\$9,144,339	\$7,665,915	\$8,339,825	8.8%

EXPENDITURES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Salaries	\$1,155,246	\$1,128,925	\$1,196,993	\$1,323,595	\$1,422,760	7.5%
Benefits	431,585	439,414	477,074	542,280	625,675	15.4%
Supplies	492,211	500,425	512,629	615,030	668,955	8.8%
Other Services & Charges	695,868	610,033	617,816	2,580,120	2,682,160	4.0%
Intergovernmental	1,186,675	1,181,428	1,220,162	1,000	2,500	150.0%
Interfund	295,921	253,595	260,495	0	0	N/A
Debt Principal	1,937,051	1,937,051	1,937,051	1,962,610	2,049,960	4.5%
Debt Interest	23,231	20,642	18,054	99,490	92,900	-6.6%
Capital Outlay	571,761	3,608,913	2,543,805	539,660	558,675	3.5%
Contributions to Reserves	0	0	0	0	236,240	N/A
TOTAL	\$6,789,550	\$9,680,426	\$8,784,079	\$7,663,785	\$8,339,825	8.8%

Beginning Fund Balance	4,324,644	5,549,434	5,761,958	5,405,602	7,668,678
Increase (decrease)	1,224,790	212,524	(356,356)	2,298,198	(261,055)
Ending Fund Balance	5,549,434	5,761,958	5,405,602	7,668,678	7,407,623

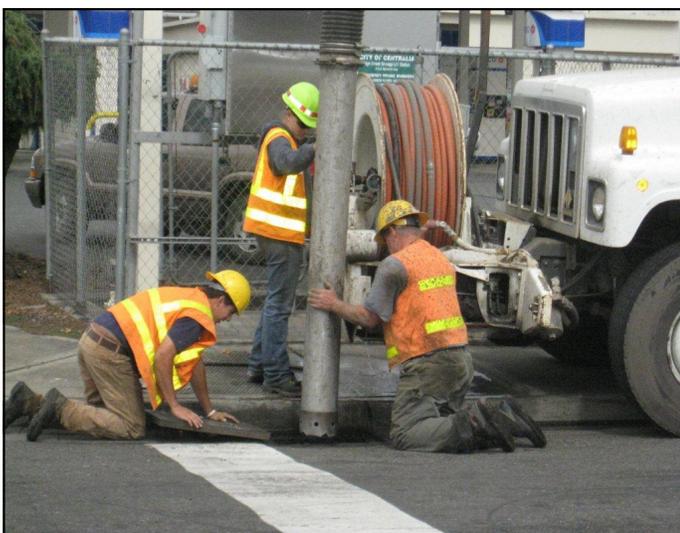
Fund Balance Detail					
Debt Reserves	2,097,587	2,103,658	2,107,199	2,107,200	2,150,000
Capital Reserves	3,001,847	3,208,300	2,848,403	5,111,478	4,807,623
Operating Reserves	450,000	450,000	450,000	450,000	450,000
Ending Fund Balance	5,549,434	5,761,958	5,405,602	7,668,678	7,407,623

STAFFING	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014
Meter Reader	0.5	0.5	0.5	0.5	0.5
Operations Manager	1	1	1	1	1
Lead Operator	1	1	1	1	1
Operator	2	2	2	2	2
Lead Collection System Tech	1	1	1	1	1
Collection System Tech	2	2	2	2	2
Lift Station Maint Tech	1	1	1	1	1
Process Analyst	1	1	1	1	1
Instrument & Controls Tech	1	1	1	1	1
Environmental Specialist	1	1	1	1	1
Farm Operator (EO II)	1	1	1	1	1
Composter	0	0	0	0	1
Civil Engineering	1.3	1.3	1.3	1.3	1.3
Customer Service	1.66	1.66	1.66	1.66	1.66
Maintenance Custodian	0.33	0.33	0.33	0.33	0.33
Information Technology	0.33	0.66	0.66	0.66	0.66
Utilities Administration	2.23	2.23	2.26	2.26	2.11
Total	18.35	18.68	18.71	18.71	19.56

STORM WATER DEPARTMENT

The Mission of the Storm and Surface Water Department is to:

- Maintain and improve 22 miles of the surface water drainage system
- Maintain and clean 1900 catch basins and manholes of the drainage system
- Prevent, capture and remove sources of pollution into state waters
- Comply with minimum requirements of the federal/state Phase 2 Storm Water Permit



Crew cleaning a storm water catch basin



Car wash kits are available to assist in keeping gallons of soapy polluted water from the storm drains

2013 Accomplishments

- Removed, with sweeper, 371 yards of sediment and waste from 82 miles of roadway before waste could flow into catch basins or creeks, lakes or rivers
- Cleaned 4,424 feet of storm water drains
- Graded 3/4 mile of gravel shoulder to maintain drainage
- Completed all maintenance, management and reporting actions required under Phase 2 Storm Water Permit

2014 Goals

- Complete design and construction of grant-funded regional decant station
- Continue to implement minimum requirements of Phase 2 Storm Water Permit



Rain garden at Center Street

STORM AND SURFACE WATER UTILITY (405)
REVENUES/EXPENDITURES/STAFFING SUMMARY

REVENUES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Beg Fund Balance Used	\$75,963	\$383,915	\$28,237	\$0	\$0	N/A
Charges For Services	522,977	534,419	536,336	528,000	530,615	0.5%
Fines & Forfeits	0	0	0	6,600	6,300	-4.5%
Grants	173,277	163,291	59,326	486,975	732,500	50.4%
Loans	0	61,243	1,009	162,325	0	N/A
Interest Earnings	1,539	797	194	200	200	0.0%
Contributed Capital	0	0	0	0	80,000	N/A
Miscellaneous	0	85	26,828	0	0	N/A
TOTAL	\$773,756	\$1,143,750	\$651,931	\$1,184,100	\$1,349,615	14.0%

EXPENDITURES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Salaries	\$267,825	\$243,191	\$222,711	\$200,390	\$108,315	-45.9%
Benefits	93,844	87,855	107,541	73,520	45,610	-38.0%
Supplies	37,561	43,054	29,991	33,040	28,715	-13.1%
Other Services & Charges	87,419	135,665	90,496	196,190	184,615	-5.9%
Intergovernmental	64,506	66,328	67,045	5,000	5,000	0.0%
Interfund	10,473	50,635	56,592	0	0	N/A
Debt Principal	0	0	28,251	18,640	5,950	-68.1%
Debt Interest	0	0	1,840	7,120	3,550	-50.1%
Capital Outlay	212,128	517,022	47,465	649,300	875,000	34.8%
Contributions to Reserves	0	0	0	0	92,860	
TOTAL	\$773,756	\$1,143,750	\$651,931	\$1,183,200	\$1,349,615	14.1%

Beginning Fund Balance	602,636	602,521	73,024	136,113	215,688
Increase (decrease)	(115)	(529,497)	63,089	79,575	92,860
Ending Fund Balance	602,521	73,024	136,113	215,688	308,548

Fund Balance Detail

Debt Reserves	0	0	0	0	1,900
Capital Reserves	574,521	45,024	114,614	187,688	278,648
Operating Reserves	28,000	28,000	21,499	28,000	28,000
Ending Fund Balance	602,521	73,024	136,113	215,688	308,548

STAFFING	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014
Stormwtr Project Specialist	1	1	0	0	0
Stormwater Permit Tech	0	0	1	1	0
Operations Manager	0	0	0	0	0
Equipment Operator II	1	1	1	1	0.5
Civil Engineering	0.55	0.55	0.55	0.55	0.55
Utilities Administration	0.2	0.2	0.3	0.3	0.28
Total	2.75	2.75	2.83	2.83	1.33

EQUIPMENT RENTAL

The Mission of the Equipment Rental Department is to maintain City vehicles so that employees may perform their daily tasks; we do that by providing mechanical support, repair and fleet acquisition for various types of vehicles and equipment with timely, cost effective and professional service.

ONGOING FUNCTIONS

- Maintain all 200+ vehicles of the City fleet
- Assist departments with purchase of new replacement vehicles
- Retrofit vehicles to meet specific functional requirements
- Maintain and update vehicle registrations and vital records
- Administer vehicle replacement reserves and schedule



New 3-Bay storage building protects high-value vehicles and permits maintenance during inclement conditions. Critical for storing sanding trucks and hydro-excavator in winter.



2013 Accomplishments

- Constructed new maintenance and storage building
- Integrated City Light Centralia fleet to maintenance schedule
- Conducted over 240 preventative maintenance work orders for various vehicles
- Responded timely and completed over 938 work orders for unscheduled repairs
- Added mechanic assistant to help expand preventative maintenance workload

2014 Goals

- Continue providing timely vehicle service to all City fleet vehicles
- Purchase and equip a service truck
- Install an equipment washing station
- Install wiring and heat in new maintenance shop addition
- Purchase & configure 3 new police vehicles
- Integrate City Light Yelm fleet into equipment maintenance schedule

EQUIPMENT RENTAL (501)
REVENUES/EXPENDITURES/STAFFING SUMMARY

REVENUES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Beg Fund Balance Used	\$41,991	\$0	\$0	\$114,225	\$511,000	N/A
Interest Earnings	3,497	2,224	2,276	1,600	1,730	8.1%
Other Financing Sources	5,000	0	0	0	0	N/A
Interfund Charges/Services	341,343	360,058	390,819	374,950	439,895	17.3%
Equipment Replacement Fee	<u>21,300</u>	<u>27,660</u>	<u>2,940</u>	<u>6,960</u>	<u>129,160</u>	1755.7%
TOTAL	\$413,131	\$389,942	\$396,036	\$497,735	\$1,081,785	117.3%

EXPENDITURES	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014	% Chg '13-'14
Salaries	\$140,744	\$108,606	\$131,762	\$161,355	\$188,735	17.0%
Benefits	60,570	82,738	65,802	78,990	115,450	46.2%
Supplies	32,132	32,023	57,887	59,100	69,550	17.7%
Other Services & Charges	55,979	48,978	73,196	67,290	58,890	-12.5%
Intergovernmental	2,000	4,000	68	1,500	1,500	0.0%
Interfund	18,000	18,000	18,000	0	0	N/A
Capital Outlay	103,705	87,976	0	129,500	172,500	33.2%
Contributions to Reserves	0	0	0	0	211,611	
Ending Fund Balance	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>263,549</u>	
TOTAL	\$413,131	\$382,321	\$346,715	\$497,735	\$1,081,785	117.3%
Beginning Fund Balance	1,312,377	1,275,000	1,250,059	1,319,413	1,109,516	
Increase (decrease)	(37,377)	(24,941)	69,354	(209,897)	(165,000)	
Ending Fund Balance	<u>1,275,000</u>	<u>1,250,059</u>	<u>1,319,413</u>	<u>1,109,516</u>	<u>944,516</u>	

Fund Balance Detail

Equip Replace - Street	606,489	607,560	608,628	538,774	659,774
Equip Replace - Engineering	79,618	63,386	66,441	70,008	78,168
Equip Replace - Landfill Clos	51,024	9,244	9,260	9,266	9,266
Other Reserves	0	0	0	0	172,308
Operating Fund	537,869	569,869	635,084	491,468	25,000
Ending Fund Balance	<u>1,275,000</u>	<u>1,250,059</u>	<u>1,319,413</u>	<u>1,109,516</u>	<u>944,516</u>

STAFFING	Actual 2010	Actual 2011	Actual 2012	Budget 2013	Adopted 2014
Mechanic	1	1	1	1	1
Fleet Maintenance Technician	1	1	1	1	1
Mechanic Assistant	0	0	0	0	1
Street Operations Manager	0.25	0.25	0	0	0
Utilities Administration	<u>0.25</u>	<u>0.25</u>	<u>0.5</u>	<u>0.5</u>	<u>0.5</u>
Total	2.5	2.5	2.5	2.5	3.5

CITY OF CENTRALIA

2014 Adopted Budget

Fiduciary Fund

Fiduciary Funds (6XX) – to account for assets held by a governmental unit in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and/or other funds.

Fund:

611 – Firemen's Pension

FIDUCIARY FUNDS

2014 ADOPTED BUDGET EXPENDITURE SUMMARY

FUND	2010 Actual	2011 Actual	2012 Actual	2013 Budget	2014 Adopted	Difference Amount	2013-2014 % Change
FIREMEN'S PENSION	46,190	27,558	22,575	37,000	37,000	0	0.00%
TOTAL EXPENDITURES	46,190	27,558	22,575	37,000	37,000	0	0.00%

CITY OF CENTRALIA

2014 ADOPTED BUDGET

CAPITAL PROJECTS and PROFESSIONAL SERVICES

Borst Park Improvement Fund
City Light—Centralia Electric System
City Light—Yelm Hydro Generating System
Public Works—Equipment Rental
Public Works—Storm & Surface Water
Public Works—Street
Public Works—Wastewater
Public Works—Water
Public Works—Landfill

2014 BORST PARK CONSTRUCTION FUND

The Community Development Department and the Parks and Recreation Division staff recommend the following Projects as priorities for the City's 2014 Budget. Projects recommended were identified in the Centralia's Park and Recreation Master Plan which is part of the 2007 Centralia Comprehensive Plan and/or are improvements identified by the Parks and Recreation Committee and department staff. The projects being proposed may or may not be completed based on the actual Borst Park Construction funds available, weather, or time availability. Projects on Wheeler Field are usually public/public or public/private partnerships and costs will be adjusted accordingly.

1. Borst Field #5 Irrigation Repair

Several areas of Field #5 have insufficient water coverage. To correct this, additional lines and irrigation heads need to be added.

Project Status: Carryover from 2012
Estimated Cost: \$2,000
Funding Source: Revenues and reserves
Priority: Medium

2. Fields 2 & 4 Remodel

Fields 2 & 4 are used for softball and the chain-link is bent and out of shape. To improve the looks of the fields and to improve the ball complex and make it match with Field 5, we are going to replace the existing chain-link with black-vinyl coated and the backstops will have netting. The dugouts will also be rebuilt and new stem walls will be added around dirt areas field.

Project Status: Carryover from 2013
Estimated Cost: \$ 25,000 each field
Funding Source: Revenues and reserves
Priority: Low/Medium

3. Wheeler Field Repairs/Improvements

Wheeler Field and the restrooms in the facility are aging and in need of repair and replacement. The nets are getting aged and the fencing needs to be replaced. With the assistance of community groups, turf is being considered to upgrade the facility as well as new outfield fencing and netting. The amount of money needed for Wheeler improvements depends on donations from community groups and individuals.

Project Status: Estimated construction in 2014/2015
Estimated Cost : \$ 3,000 restrooms
\$ 6,000 fencing
\$ 4,000 netting
\$40,000 field improvements
\$ 2,000 power and water
\$ 55,000
Funding Source: Revenues and reserves
Priority: Low/Medium

4. Borst Park Christmas Lights and Displays

New Christmas Lights and displays at Borst Park for the drive-thru lighting display.

Project Status: Annual
Estimated Cost: \$5,000
Funding Source: Revenues and reserves
Priority: Medium

Borst Park Construction Fund

5. Borst Trail System Maintenance

From normal wear and tear, vegetation removal to flood damage and vandalism an attempt is made to keep the trails repaired and in top shape.

Project Status: Annual
Estimated Cost: \$3,000
Funding Source: Revenues and reserves
Priority: Low

6. Pioneer Fields Irrigation Repair

The irrigation system and water pressure is inadequate for the soccer fields. New lines and irrigation heads need to be added to improve proper coverage.

Project Status: Carryover from 2012
Estimated Cost: \$4,000
Funding Source: Revenues and reserves
Priority: Low

7. Park Maintenance Conference Room Remodel

Remodel of the existing conference rooms to allow for access to the restrooms from the large conference room, improvements to the restrooms and remodeling the existing conference room to be larger and accessible.

Project Status: Carryover from 2013
Estimated Cost: \$5,000
Funding Source: Revenues and reserves
Priority: Very Low

8. Enclose Part of the Storage Building by the Boat Ramp

Enclose a few bays at the storage building by the boat ramp to increase storage capacity for equipment and supplies and to keep them off the ground during flood events.

Project Status: Carryover form 2013
Estimated Cost: \$3,000
Funding Source: Revenues and reserves
Priority: Very Low

9. Borst Park Ball Field Complex

Install stainless steel sinks in these facilities to reduce maintenance costs. It will also reduce vandalism.

Project Status: Carryover from 2012
Estimated Cost: \$ 2,000
Funding Source: Revenues and reserves
Priority: Very Low

10. Unforeseen/Miscellaneous

This includes repairs, priority upgrades, etc. that come up throughout the year.

Project Status: Annual
Estimated Cost: \$7,000
Funding Source: Revenues and reserves
Priority: Medium/High

2014 CENTRALIA ELECTRIC SYSTEM

Centralia City Light management staff recommends the following projects, professional services, and priorities for the 2014 Capital Budget. All proposed items will be funded through existing or anticipated 2014 revenues and cash reserves.

LAND

Salzer Valley Substation Property Purchase

The Salzer Valley Substation Project is identified as part of the City's five (5) year construction program to support load growth, reliability, and to facilitate the transfer of electric load from the B Street Substation. The construction of a new substation on the south end of Centralia would be required to support development of "The Station", a planned development being proposed by the Port District. Originally, land for the proposed substation site was purchased in 2011 and the City planned to perform environmental cleanup on the property in 2012 for around \$180,000. The City solicited competitive bids for the cleanup work in 2012. Actual bids for this work came in at more than double the original estimated amount, so the cleanup work was put on hold. These bids did not provide any guarantees regarding total site cleanup and the costs for cleanup could escalate. Because of this, staff began looking for alternatives that are less risky and more cost effective. Since then, another property has been identified as a possible substation site. This new property does not appear to include the risks associated with environmental site cleanup and would reduce the risk to the City associated with unknown environmental site cleanup costs. The original site will be put up for sale.

CIP No.: 610
Priority: 1P
Estimated Cost: \$250,000
Project Status: New for 2014
Funding Source: Revenues

BUILDINGS AND STRUCTURES

HQ Re-roof and Re-seal

The existing roof has a ten (10) year warranty that will be expiring in 2014. This project will recoat the existing roof and the addition to the office building which will extend the warranty on the roof by another ten (10) years.

CIP No.: 620
Priority: 1U
Estimated Cost: \$30,000
Project Status: New for 2014
Funding Source: Revenues

Covered Storage Facility

This facility will provide covered storage for material assets that are currently being stored outdoors and are being degraded by rain and UV light (particularly cable and conduit that is normally installed below grade). This project will protect the City's investments in material inventory.

CIP No.: 620
Priority: 1E
Estimated Cost: \$100,000
Project Status: Carryover from 2013
Funding Source: Revenues

CAPITAL PROJECTS

May Street Substation & Distribution

The May Street substation is part of the City's 5-year capital construction program. A majority of the substation construction was completed in 2012. In order to improve future reliability and the ability to do maintenance within the new substation, a new 115KV Breaker (for the Yelm Transmission Line) and two (2) 115KV Breaker By-Pass Switches need to be installed prior to transferring electric load from the existing B Street Substation to the new May Street Substation. In addition, six (6) existing distribution feeder circuits from B-Street need to be rebuilt and reconfigured in order to transfer load to May Street. This work will provide us with the ability to decommission the eastern half of the B-Street Substation in 2014.

CIP No.: 630
Priority: 1A
Estimated Cost: \$400,000
Project Status: Carryover from 2013
Funding Source: Revenues

System Protection Equipment

This project is intended to increase system reliability through the installation and coordination of fused cutouts and line reclosers. This coordination should reduce system outages by: limiting interruptions to the smallest possible portion of the distribution system, giving faults the opportunity to be temporary, and providing protection to the greatest number of customers.

CIP No.: 630
Priority: 1B
Estimated Cost: \$200,000
Project Status: Carryover from 2013
Funding Source: Revenues

IT – Enterprise Resource Program (ERP)

This project is the first phase in the replacement of the City's existing EDEN Financial and INCODE Customer Information System (CIS) programs with a new program that is fully integrated between applications, efficient, and integrates well with other programs that the City utilizes such as; TWACS metering, GIS, Workstudio, and WindMil. The new system will improve the ability of the City to seamlessly transfer data between applications, reduce redundancy, improve staff efficiency, provide more services to customers, improve our ability to promote pre-pay service, improve project costing and inventory management, provide transformer load management capability, and provide a better means of tracking estimated versus actual project costs..

CIP No.: 630
Priority: 1C
Estimated Cost: \$200,000
Project Status: New for 2014
Funding Source: Revenues

Centralia City Light – Electric System

I-5 to Borthwick UG Feeder

This project is needed to connect a distribution circuit from Cooks Hill Substation to the east side of I-5. The new (approximately 1200 feet of new underground cable) feeder will ultimately provide an alternate distribution link between the May Street Substation and Cooks Hill Substation which will enhance reliability in the Hospital area.

CIP No.: 630
Priority: 1D
Estimated Cost: \$100,000
Project Status: Carryover from 2013
Funding Source: Revenues

LIDAR Surveying

This project provides surveying information for several projects that are included in the five (5) year capital program. The project involves hiring an aerial survey company to fly several areas around Centralia to obtain LIDAR survey information that can then be used to design transmission and distribution lines to support capital programs. Areas to be included are: Salzer Valley Road to Centralia Alpha Road, Cooks Hill Road to I-5, Cooks Hill Road north to Eshom Road, and Fords Prairie Sub to North Port Sub.

CIP No.: 630
Priority: 1F
Estimated Cost: \$55,000
Project Status: New for 2014
Funding Source: Revenues

Yew & Mellen Street Improvements

This project was initiated by the Washington State Department of Transportation (WSDOT). The intersection at Yew and Mellen will be reconfigured to include street lights, expanded turn radius, curbs, and gutters. The electric distribution system will need to be relocated to accommodate this work.

CIP No.: 630
Priority: 1G
Estimated Cost: \$200,000
Project Status: New for 2014
Funding Source: Revenues (fully reimbursed by WSDOT)

SCADA Upgrades – Centralia

This project will support installation of the Wonderware SCADA (System Control and Data Acquisition) software program. Support is needed to configure the software to identify tags, develop tags, and write logic codes for the operation of the distribution system. A consultant will be used to work with substation operators to identify inputs, develop graphical user interfaces (GUI's), convert current logic codes to Wonderware, troubleshoot and test the program, and to set up a tablet computer for remote monitoring.

CIP No.: 630
Priority: 1M
Estimated Cost: \$50,000
Project Status: New for 2014
Funding Source: Revenues

Centralia City Light – Electric System

Swanson Heights UG Cable Upgrade

The Swanson Heights area has very old direct buried electric primary cable that is beginning to fail. Some of this cable is located in areas that are not readily accessible by the City's crews and equipment. Several years ago the City installed conduit in anticipation of running new underground primary cables to feed this development. This project will install new cable in existing empty conduit. This will improve the electric system reliability for customers located in Swanson Heights.

CIP No.: 630
Priority: 1N
Estimated Cost: \$50,000
Project Status: New for 2014
Funding Source: Revenues

Distribution System Improvements

Projects completed will be designed to improve system reliability, reduce system electrical losses, reinforce feeder interties between substations, improve system looping capabilities, improve voltage in areas with significant voltage drop, and resolve issues associated with the operation of the distribution system.

CIP No.: 630
Priority: 1Q
Estimated Cost: \$100,000
Project Status: New for 2014
Funding Source: Revenues

Providence Hospital Transformer Relocation

The Hospital is interested in expanding its current footprint. One of the three (3) phase transformers (750KVA) is located in an area that will no longer be accessible to operate and maintain it after the expansion is completed. This project is needed to remove and replace this transformer to an area that provides better long-term operation and maintenance accessibility for the City. A portion of this expense may be reimbursed by the customer.

CIP No.: 630
Priority: 1S
Estimated Cost: \$40,000
Project Status: New for 2014
Funding Source: Revenues

INFORMATION SYSTEM and NETWORK

The City's information system network requires periodic equipment replacement and upgrades to maintain a robust and secure city network. In 2014 we plan on updating the KACE patch management program to save staff time required to search for and install patches. The City's insurer (WCIA) wants all cities to keep their patches updated to reduce vulnerability. We also plan to upgrade the VMware hardware/storage to maintain enough storage capacity for the City's current and planned future server and storage needs.

CIP No.: 630.2
Estimated Cost: \$35,700
Funding Source: Revenues

UTILITIES CUSTOMER SERVICE CENTER SECURITY UPGRADES.

The Customer Service Center security system will be upgraded with higher resolution cameras and more storage capacity.

CIP No. 630.3
Estimated Cost: \$4,025
Funding Source: Revenues

MACHINERY AND EQUIPMENT

Distribution Transformers

Distribution transformers are needed to connect new customers to the City's electric system as well as to replace old deteriorating equipment that has exceeded its useful life. This is an on-going expense to the utility.

CIP No.: 640
Priority: 2A
Estimated Cost: \$103,000
Project Status: Estimated for customer work in 2014
Funding Source: Fee Revenues (reimbursed by customers)

Electric Revenue Meters

Revenue meters are needed to connect new customers to the electric system and are the cash register for the electric utility. In addition, as revenue meters age or fail, they must be replaced with new meters. These meters are for all revenue classes (residential, commercial, and industrial). This is an on-going expense to the utility.

CIP No.: 640
Priority: 2B
Estimated Cost: \$40,000
Project Status: Estimated for customer work in 2014
Funding Source: Fee Revenues (reimbursed by customers)

CT's & PT's

Current Transformers and Potential Transformers are used to reduce high currents and voltages into more manageable quantities for customer metering. They work in conjunction with the City's meters (cash registers) in providing service to new and existing customers. This is an on-going expense to the utility.

CIP No.: 640
Priority: 2C
Estimated Cost: \$5,000
Project Status: Estimated for customer work in 2014
Funding Source: Fee Revenues (reimbursed by customers)

Disconnect Collars

Disconnect collars are used to remotely disconnect or reconnect the City's electric meters. These are also used to support the pre-pay system and provide tamper detection capabilities. These collars are used on new and existing meters. This is an on-going expense to the utility.

CIP No.: 640
Priority: 2D
Estimated Cost: \$10,000
Project Status: Estimated for customer work in 2014
Funding Source: Fee Revenues (reimbursed by customers)

F350 Truck Replacement #71100

This is a replacement of the Chief Substation operator's truck which was originally purchased in 2003 and is scheduled for replacement in 2014.

CIP No.: 640
Priority: 2E
Estimated Cost: \$40,000
Project Status: New for 2014
Funding Source: Equipment Reserve Fund

Megger Insulation Tester

This instrument provides the City with the ability to test the insulation levels of transformers, underground cables, and other substation equipment. Without this equipment the City would need to hire a contractor to perform the same tests that could be performed by existing staff.

CIP No.: 640
Priority: 2F
Estimated Cost: \$5,500
Project Status: New for 2014
Funding Source: Revenues

PROFESSIONAL SERVICES

Miscellaneous Professional Services

This provides contingency evaluation funds for unexpected consultant needs in specialized areas such as transformer testing and analysis, equipment malfunctions, improper relay trips, relay coordination, or other areas involving specialized engineering or troubleshooting expertise.

CIP No.: 410
Priority: 0.01
Estimated Cost: \$25,000

Legal Services

This item contains contingency funds for unexpected outside legal expenses. Any issues regarding the BPA contract, amendments, changes, or load forecasting disputes may involve legal services.

CIP No.: 410
Priority: 0.02
Estimated Cost: \$10,000

Centralia City Light – Electric System

Locating Services

This item provides for payments to Locating Inc. for their services in locating underground City Light utilities in the “Call Before You Dig” program.

CIP No.: 410
Priority: 0.13
Estimated Cost: \$20,000

Safety Program

This is for a contract with ESCI Inc. to strengthen the City’s safety program by providing guidance, advice, and training to ensure that the safety program is compliant with RCW and WAC requirements for electrical line crews and workers.

CIP No.: 410
Priority: 0.14
Estimated Cost: \$22,000

Doble Services

The Doble Company provides services for monitoring and maintenance of high voltage equipment such as 69KV bushings and substation transformers. A service contract enables consulting on any problems that surface during normal maintenance testing.

CIP No.: 410
Priority: 0.16
Estimated Cost: \$2,500

Meter Testing QA/QC

This item is to hire a consultant to test and calibrate the City’s existing meter test equipment. Meter test equipment is used to ensure that meters installed in the field are within acceptable limits. In addition, the meter test equipment is used test meters associated with high bill complaints from customers.

CIP No.: 410
Priority: 14-0.01
Estimated Cost: \$1,500

Distribution Engineering Services

This provides for specialized distribution engineering services such as system reliability, relay protection, system modeling, and distribution design work.

CIP No.: 410
Priority: 13-0.19
Estimated Cost: \$25,000

Pole Attachment Inventory

This provides for retention of a firm to assist the City in auditing pole attachments and updating our GIS database with pole attachment information. Ultimately, this project ties directly to our ability to charge rental fees to third party communication companies that are attached to City Light poles.

CIP No.: 410
Priority: 14-0.02
Estimated Cost: \$50,000

2014 YELM HYDRO SYSTEM

Centralia City Light management staff recommends the following projects, professional services, and priorities for the 2014 Yelm Hydro Capital Budget. All proposed items will be funded through existing or anticipated 2014 revenues and cash reserves.

BUILDINGS AND STRUCTURES

Remodel House to Office Space

This facility provides permanent office space for the manager and supervisors. It will include space for a crew meeting area and conference room. This project will also remove the temporary office trailer that Thurston County required in their permit authorization.

CIP No.: 620
Priority: 1E
Estimated Cost: \$150,000
Project Status: Carryover from 2013
Funding Source: Revenues

CAPITAL PROJECTS

#1 Penstock Preservation

This project is needed to remain in compliance with FERC to preserve penstocks #1 and #2 following a report by HDR that assessed their exterior condition. This project will include equipment that monitors leaks and seepage around rivets, flanges, and slip joints.

CIP No.: 630
Priority: 1A
Estimated Cost: \$450,000
Project Status: Carryover from 2013
Funding Source: Revenues

Canal Liner Installation

This project provides on-going seepage control that is intended to reduce the possibility of embankment failures. This is part of FERC's long-term inundation and embankment failure surveillance and monitoring plan.

CIP No.: 630
Priority: 1B
Estimated Cost: \$100,000
Project Status: Carryover from 2013
Funding Source: Revenues

Transmission Line Improvements

This project will replace deteriorated poles along the 26.1 mile transmission line between Yelm and Centralia. In addition, structures will be upgraded to meet current National Electric Safety Code Standards for 115KV construction. The City will be required to upgrade the transmission network from 69KV to 115KV when BPA converts their transmission system to 115KV.

CIP No.: 630
Priority: 1C
Estimated Cost: \$400,000
Project Status: On-Going
Funding Source: Revenues

Versalence SCADA Upgrades & Governor Monitoring

This project is needed to continue the installation, testing, and upgrade of the SCADA system for a stable and reliable monitoring platform at the Yelm generation plant.

CIP No.: 630
Priority: 1D
Estimated Cost: \$25,000
Project Status: New for 2014
Funding Source: Revenues

Main Distribution Panel Upgrade

This will replace the main distribution panel that was installed when the power house was originally constructed. This upgrade will provide operators with the ability to safely isolate the main distribution circuits that provide power to the powerhouse. The old equipment no longer meets industrial standards or reliability requirements for the operation of the plant. Replacement parts are not readily available.

CIP No.: 630
Priority: 1F
Estimated Cost: \$50,000
Project Status: New for 2014
Funding Source: Revenues

Security Improvements – Camera & Recorder

This project provides additional monitoring of the diversion dam and spill gates to deter vandalism and enhance visual confirmation of system operation.

CIP No.: 630
Priority: 1G
Estimated Cost: \$25,000
Project Status: Carryover from 2013
Funding Source: Revenues

Forebay Trashrack Screen Replacement

The existing trashrack screen is showing signs of wear and tear. Failure of the trashracks will allow debris to restrict water flow into the generators. This project will reduce the risk of failure and protect the turbines.

CIP No.: 630
Priority: 1H
Estimated Cost: \$10,000
Project Status: New for 2014
Funding Source: Revenues

Powerhouse Landscaping

This project is part of the Yelm hydroelectric improvement plan to maintain a public recreation area per Yelm's FERC licensing requirements. This will provide safer trails and access points for the public to the Nisqually River.

CIP No.: 630
Priority: 1K
Estimated Cost: \$25,000
Project Status: New for 2014
Funding Source: Revenues

MACHINERY AND EQUIPMENT

Trailer Mounted Pressure Washer

This equipment will allow preventive maintenance to be performed on de-energized electrical connections and insulators inside substations (dirty insulators increase the potential for failures).

CIP No.: 640
Priority: 2A
Estimated Cost: \$10,000
Project Status: New for 2014
Funding Source: Revenues

Platform Mower

Mower used to maintain vegetation along canal.

CIP No.: 640
Priority: 3D
Estimated Cost: \$15,000
Project Status: New for 2014
Funding Source: Revenues

PROFESSIONAL SERVICES

Equipment Testing

This provides for unexpected equipment problems requiring specialized testing services (e.g. generator, turbine, exciter problems).

CIP No.: 410
Priority: 0.01
Estimated Cost: \$5,000

Miscellaneous Support Engineering Services

This provides for unexpected failures, problems or design support for generators, controls, penstocks, gates, valves, ancillary support system or canal that requires specialized consulting expertise (e.g. leaks, structural support, cracking, spill gates, mis-operations, or FERC compliance issues).

CIP No.: 410
Priority: 0.02
Estimated Cost: \$25,000

GeoEngineers DSSMR & General

FERC requirements include dam safety and inspection, data review, and DSSM reports twice a year and overall consultation with an independent consultant.

CIP No.: 410
Priority: 0.07
Estimated Cost: \$100,000

Engineering On-site Support

This provides for project management support of planned repairs or upgrades to generation, ancillary support system, penstocks, controls, suspected failures or problems with penstocks, gates, valves, or canal that requires specialized consulting expertise (e.g. leaks, structural support, cracking, spill gates, or mis-operations).

CIP No.: 410
Priority: 0.12
Estimated Cost: \$25,000

Centralia Public Works

The Centralia Public Works Director recommends the following projects and professional services as priorities for the 2014 Capital Budget.

EQUIPMENT RENTAL FUND

MACHINERY AND EQUIPMENT

The following vehicles in the Equipment Rental Fleet and equipment are being requested:

Replace Auto Computer Scan Tool

CIP No.	640.1
Estimated Cost:	\$7,500
Funding Source:	Cash Reserves

Purchase a Service Truck, Box and Tools

CIP No.	640.2
Estimated Cost:	\$50,000
Funding Source:	Cash Reserves

Purchase three police vehicles

CIP No.	640.2
Estimated Cost:	\$115,000
Funding Source:	Cash Reserves

STORM & SURFACE WATER FUND

Street Sweeping Waste Decant Station

Centralia has been offered a grant to pay for 75% of the cost of street sweeping debris storage/decant station. This covered facility will allow water to drain out of street sweeping debris, reducing weight and cost of disposal. The water will be treated prior to discharge to an approved facility. During 2013, the Stormwater Department has been working with partners on the project to determine what they can contribute to the project.

CIP No.	Stormwater 620.1
Project Status:	2013 Carryover: Design and Construct in 2014
Estimated Cost:	\$750,000 (\$187,500 local share)
Funding Source:	\$562,500 state grant; \$187,500 match from partner contributions and the value of the city property site.

Design Stormwater Treatment Projects

Centralia has been offered a grant to pay for 100% of the cost of designing stormwater treatment projects so that we have "shovel ready" projects for future stormwater implementation grants.

CIP No.	Stormwater 630.1
Estimated Cost:	\$125,000
Funding Source:	100% state grant

STREET DEPARTMENT

Traffic Control Intersection at Yew And Main Streets

Construction of a new traffic control signal at the intersection of Yew Street and Main Street was identified as a priority by the Centralia City Council. This will be a non-standard signal due to the configuration of the intersection. Federal Surface Transportation Funds (STP) will pay for 87% of the project.

CIP No.	Street 630.3
Project Status:	2013 Carryover; Design, Bid and Construct in 2013
Estimated Cost:	\$925,000 (\$124,875 City share)
Funding Source:	Federal STP funds (87%) local (13%)

Grind and Repave North Gold Street from the Viaduct To Exhibitor

North Gold Street from the viaduct crossing the rail corridor to Exhibitor Street is failing. An overlay will not last long enough to justify the expense. This project will grind off the old asphalt surface and lay down 2 tenths of a foot of new asphalt. ADA ramps will be installed. Federal Surface Transportation Funds (STP) will pay for 87% of the project.

CIP No.	Street 630.4
Project Status:	2013 Carryover; Design, Bid and Construct in 2013
Estimated Cost:	\$735,000 (\$99,225 City share)
Funding Source:	Federal STP funds (87%) local (13%)

Street Sign Storage and Maintenance

New traffic control signs gradually deteriorate when exposed to rain and solar radiation. This project will provide a covered storage area for new signs and room to work on assembling signs under cover.

CIP No.	Street 620.1
Project Status:	Construct in 2014
Estimated Cost:	\$20,000
Funding Source:	Street revenue and cash

Sidewalk Replacement Grants

Under Centralia Municipal Code property owners adjacent to sidewalks are responsible for sidewalk repairs. Many property owners find it difficult to pay for needed repairs. This continuation program assists property owners with the cost of concrete to repair or replace a damaged sidewalk.

CIP No.	Street 630.1
Project Status:	Implement in 2014
Estimated Cost:	\$25,000
Funding Source:	Street revenue and cash

Annual ADA Ramps Installation

The City has been installing ADA ramps along Harrison and Main Street to provide an ADA accessible corridor from Interstate 5 to downtown Centralia. This will complete the next phase of the project. It costs approximately \$2,500 to install an ADA ramp on one corner.

CIP No.	Street 630.2
Project Status:	Install in 2014
Estimated Cost:	\$25,000
Funding Source:	Street revenue and cash

Centralia Public Works

A Reflectometer to Measure Sign Reflectivity

The City is required to inspect the reflectivity of traffic control signs and replace signs that do not meet the reflectivity standards. This meter allows one person to check sign reflectivity during the day, replacing the need to send two people out at night to drive around town to estimate the traffic control sign reflectivity.

CIP No.	Street 640.1
Project Status:	Purchase in 2014
Estimated Cost:	\$7,500
Funding Source:	Street revenue and cash

WASTEWATER DEPARTMENT

Wastewater Decant Station Design

The Wastewater Department currently operates a decant station at the old wastewater treatment facility by the Mellen Street Bridge. The decant station is where material cleaned from the City's sewers is stored so liquid can drain and it can dry out before it is disposed of at the landfill. The Mellen Street site is becoming less and less suitable for two reasons. First, when the Chehalis River floods, the decant station drying beds flood creating the risk of a water quality violation and a potential human health risk for everyone downstream. Second, the new Mellen Street Interstate 5 interchange and realignment of Airport Road will make it very difficult, if not impossible, for the large dual-axle sewer jet-vacuum truck to enter and leave the Mellen Street site. The decant station will be relocated to the new wastewater treatment facility site on Goodrich Road.

CIP No.	Wastewater 620.1
Project Status:	Design in 2014
Estimated Cost:	\$150,000
Funding Source:	Wastewater Capital Facility Reserves

Phase 2 Compost Site Improvements

Phase 1 was approved as a budget amendment in 2013. Phase 1 consisted of a concrete slab for storing compost while it undergoes the mandatory curing period and then storing it until it is sold. Phase 2 is construction of a slab to store raw woody material that has been ground up and delivered to the site for use in composting. Storing on a slab keeps the wood chips from being contaminated with grave which contaminates the finished product and makes it less valuable.

CIP No.	Wastewater 630.1
Project Status:	Construct in 2014
Estimated Cost:	\$300,000
Funding Source:	Wastewater Capital Facility Reserves

INFORMATION SYSTEM AND NETWORK

The City's information system network requires periodic equipment replacement and upgrades to maintain a robust and secure city network. In 2014 we plan on updating the KACE patch management program to save staff time required to search for and install patches. The City's insurer (WCIA) wants all cities to keep their patches updated to reduce vulnerability. We also plan to upgrade the VMware hardware/storage to maintain enough storage capacity for the City's current and planned future server and storage needs.

CIP No.	630.2
Estimated Cost:	\$34,650
Funding Source:	Wastewater Rate Revenue

Centralia Public Works

UTILITIES CUSTOMER SERVICE CENTER SECURITY UPGRADES

The Customer Service Center security system will be upgraded with higher resolution cameras and more storage capacity.

CIP No.	630.3
Estimated Cost:	\$4,025
Funding Source:	Wastewater Rate Revenue

MACHINERY AND EQUIPMENT

The following vehicles are scheduled for replacement:

Vehicle acquisition for the wastewater operations manager's use. Replaces a Jeep Liberty assigned to the Wastewater Department Manager was sold to the Street Department in 2007.

CIP No.	640.1
Estimated Cost:	\$30,000
Funding Source:	Equipment Replacement Reserves

Two gas powered carts to provide more range and flexibility; replaces two 2003 electric utility carts

CIP No.	640.2
Estimated Cost:	\$25,000
Funding Source:	Equipment Replacement Reserves

Replace the riding mower used for mowing wastewater treatment facility grounds. This is a scheduled replacement for a mower that was purchased before the WWTP started operation in 2004.

CIP No.	640.3
Estimated Cost:	\$15,000
Funding Source:	Equipment Replacement Reserves

WATER DEPARTMENT

Water Main – Loop Cooks Hill to River Heights

This project will add 2,200 linear feet of 12- inch water main to loop existing mains on Cooks Hill Road and River Heights Road. This new line will set the stage for eliminating fire flow deficiencies in areas off of River Heights and Joppish Roads.

CIP No.	Water 630.1
Project Status:	Design and Construct in 2014
Estimated Cost:	\$250,000
Funding Source:	Water rate revenue

Steel Pipe Replacement

Replace old steel pipes that leak, have reduced flow due to corrosion or are undersized.

CIP No.	Water 630.4
Estimated Cost:	\$71,000
Funding Source:	Water rate revenue

Centralia Public Works

Water Meter Replacements

Water Meters for new installations and replacement of faulty meters.

CIP No.	630.5
Estimated Cost:	\$150,000
Funding Source:	Water rate revenue

Steel Pipe Replacement

Replace old steel pipes that leak, have reduced flow due to corrosion or are undersized.

CIP No.	Water 630.4
Estimated Cost:	\$71,000
Funding Source:	Water rate revenue

INFORMATION SYSTEM AND NETWORK

The City's information system network requires periodic equipment replacement and upgrades to maintain a robust and secure city network. In 2014 we plan on updating the KACE patch management program to save staff time required to search for and install patches. The City's insurer (WCIA) wants all cities to keep their patches updated to reduce vulnerability. We also plan to upgrade the VMware hardware/storage to maintain enough storage capacity for the City's current and planned future server and storage needs.

CIP No.	630.2
Estimated Cost:	\$34,650
Funding Source:	Water rate revenue

UTILITIES CUSTOMER SERVICE CENTER SECURITY UPGRADES

The utilities Customer Service Center security system will be upgraded with higher resolution cameras and more storage capacity.

CIP No.	630.3
Estimated Cost:	\$4,025
Funding Source:	Water rate revenue

LANDFILL FUND

The Centralia Public Works Director is recommending no projects or professional services for 2014.

APPENDIX

2014 ADOPTED BUDGET

Adopted 2014 Budget Ordinance No. 2317

Adopted Salary Schedule for 2014

Utility Allocated Costs (Expenditures and Staffing)

- Administration
- Customer Service
- Civil Engineering
- Information Technology

Summary of Outstanding Debt

Population History Graph

Property Tax Data

Glossary

ORDINANCE NO. 2317

**AN ORDINANCE OF THE CITY OF CENTRALIA, WASHINGTON,
ADOPTING THE BUDGET OF THE CITY OF CENTRALIA,
WASHINGTON, FOR THE YEAR 2014, AND PROVIDING FOR THE
EFFECTIVE DATE HEREOF**

THE CITY COUNCIL OF THE CITY OF CENTRALIA, WASHINGTON, DO ORDAIN AS
FOLLOWS:

Section 1

The Annual Budget of the City of Centralia, Washington, for the year 2014, as fixed and determined in the Proposed Budget for the year 2014 and as revised by the City Council after public hearings thereon, is hereby adopted as the Budget of the City of Centralia, Washington, for the year 2014. The estimated resources for each separate fund and aggregate expenditures for all such funds of the City of Centralia are set forth in a summary form below and are hereby appropriated for expenditure at the fund level during the year 2014 as set forth below:

Fund No.	FUND NAME	Estimated Revenues	Appropriations
001	GENERAL FUND	\$9,158,530	\$9,158,530
101	STREET FUND	2,920,940	2,920,940
104	PATHS & TRAILS FUND	5,975	5,975
106	REPAIR & DEMOLITION FUND	2,700	2,700
107	ELECTRIC UTILITY REVOLVING FUND	0	0
108	PARK IMPROVEMENT FUND	10,800	10,800
109	STADIUM FUND	126,985	126,985
111	CONFISCATIONS/SEIZURES FUND	175,500	175,500
112	LAW ENFORCEMENT GRANT FUND	0	0
114	INDOOR POOL FUND	10,000	10,000
124	BORST PARK CONSTRUCTION FUND	132,200	132,200
125	BORST HOME FUND	4,800	4,800
130	WASH LAWN CEMETERY FUND	2,340	2,340
131	LANDFILL CLOSURE FUND	145,000	145,000
132	LANDFILL OPERATING TRUST FUND	145,000	145,000
201	DEBT SERVICE FUND	152,580	152,580
302	CAPITAL PROJECTS FUND	465,200	465,200
303	ENERGY EFFICIENCY CAPITAL PROJECT FUND	1,689,280	1,689,280
401	CITY LIGHT FUND	24,505,065	24,505,065
402	WATER FUND	4,820,660	4,820,660
403	WASTEWATER FUND	8,339,825	8,339,825
405	STORM & SURFACE WATER FUND	1,349,615	1,349,615
501	EQUIPMENT RENTAL FUND	1,081,785	1,081,785
611	FIREMEN'S PENSION FUND	37,000	37,000
	TOTAL APPROPRIATIONS	\$55,281,780	\$55,281,780

Section 2

That the provisions of this ordinance are declared to be severable and in the event a court of competent jurisdiction declares any portion of this ordinance invalid, the remaining provisions shall be unaffected thereby.

Section 3

That any previously enacted ordinance, or part thereof in conflict herewith be and the same hereby is repealed to the extent of such conflict.

Section 4

The City Clerk is directed to transmit a certified copy of the budget hereby adopted to the State Auditor's Office and to the Municipal Research & Services Center of Washington.

Section 5

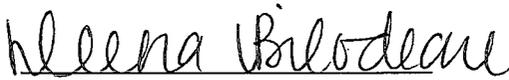
The effective date of this Ordinance shall be the 1st day of January, 2014.

Section 6

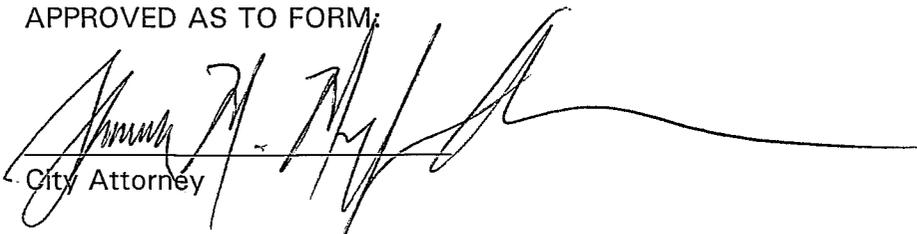
PASSED by the City Council of the City of Centralia, Washington for the **first reading** on the 22nd day of October, 2013 and the second and **final reading** on the 12th day of November, 2013.


MAYOR

ATTEST:


City Clerk

APPROVED AS TO FORM:


City Attorney

2014 SALARY SCHEDULE (base pay only)

(Does **not** include longevity, educational or other premiums, overtime or holiday pay)

<u>DEPARTMENT</u>	<u>POSITION TITLE</u>	<u>SALARY RANGE</u>		<u># of FTE's</u>
		<u>Minimum</u>	<u>Maximum</u>	
ATTORNEY	CITY ATTORNEY	76,008	93,120	1
ATTORNEY	LEGAL SECRETARY	41,292	50,664	1
BUILDING	BUILDING OFFICIAL	57,972	70,992	1
BUILDING	MAINTENANCE CUSTODIAN	27,564	33,732	1
CITY MANAGER	CITY MANAGER	n/a	130,000	1
CLERK	CITY CLERK	44,244	54,192	1
COMM DEV/BUILDING/PARKS	COM DEVELOPMENT/PARK DIRECTOR	81,300	99,576	1
COMM DEV/BUILDING/PARKS	OFFICE COORDINATOR	37,128	45,504 *	1
COMMUNITY DEVELOPMENT	ASSOCIATE PLANNER	50,664	61,992	1
COUNCIL	MAYOR	n/a	4,800	1
COUNCIL	MAYOR PRO TEM	n/a	2,400	1
COUNCIL	COUNCIL MEMBER	n/a	2,400	5
COURT	JUDGE (.40 FTE)	n/a	55,992	1
COURT	COURT ADMINISTRATOR	50,664	61,992	1
COURT	CHIEF COURT CLERK	42,528	52,092 *	1
COURT	DEPUTY COURT CLERK	37,128	45,504 *	1
ENGINEERING	CITY ENGINEER	81,300	99,576	1
ENGINEERING	GIS/CAD COORDINATOR	64,875	72,072 *	1
ENGINEERING	ENGINEER TECHNICIAN III	60,653	67,392 *	2
ENGINEERING	CIVIL ENGINEER	57,972	70,992	1
ER&R	FLEET MAINTENANCE MGMT TECHNICIAN	47,362	58,053 *	1
ER&R	MECHANIC	47,362	58,053 *	1
ER&R	MECHANIC ASSISTANT	44,262	54,246 *	1
FINANCE	FINANCE DIRECTOR	76,008	93,120	1
FINANCE	CITY ACCOUNTANT	55,728	68,028 *	1
FINANCE	ACCOUNTING SPECIALIST	42,528	52,092 *	1
HUMAN RESOURCES	HUMAN RESOURCES DIRECTOR	66,384	81,300	1
HUMAN RESOURCES	HUMAN RESOURCE ANALYST	44,244	54,192	1
LANDFILL CLOSURE	REMOTE SYSTEMS TECHNICIAN	54,787	60,923 *	1

2014 SALARY SCHEDULE (base pay only)

(Does **not** include longevity, educational or other premiums, overtime or holiday pay)

<u>DEPARTMENT</u>	<u>POSITION TITLE</u>	<u>SALARY RANGE</u>		<u># of FTE's</u>
		<u>Minimum</u>	<u>Maximum</u>	
LIGHT	GENERAL MANAGER	99,576	122,316	1
LIGHT	GENERATION & SYSTEMS OPS MANAGER	87,000	106,596	1
LIGHT	ELECTRICAL ENGINEERING MANAGER	87,000	106,596	1
LIGHT	LINE SUPERINTENDENT	81,300	99,576	1
LIGHT	LINE FOREMAN	n/a	91,832	2
LIGHT	LIGHT METER TECHNICIAN FOREMAN	n/a	91,832	1
LIGHT	CHIEF SUBSTATION OPERATOR	n/a	91,832	1
LIGHT	CHIEF POWERHOUSE OPERATOR	n/a	91,832	1
LIGHT	SUBSTATION OPERATOR	n/a	80,538	1
LIGHT	POWERHOUSE OPERATOR	n/a	80,538	2
LIGHT	LINE TECHNICIAN	n/a	80,538	4
LIGHT	LINE SERVICE TECHNICIAN	n/a	80,538	1
LIGHT	LIGHT METER TECHNICIAN	n/a	80,538	1
LIGHT	INSTRUMENT & CONTROL TECHNICIAN	n/a	80,538	1
LIGHT	LINE TECHNICIAN APPRENTICE	59,592	76,502	1
LIGHT	ELECTRICAL ENGINEERING TECH IV	n/a	72,613	1
LIGHT	CANAL TECHNICIAN	n/a	70,158	1
LIGHT	LINE EQUIPMENT OPERATOR	n/a	70,096	1
LIGHT	CANAL MAINTENANCE SUPERVISOR	n/a	70,096	1
LIGHT	ELECTRICAL ENGINEERING TECH III	n/a	67,912	1
LIGHT	WAREHOUSE SUPERVISOR	n/a	64,751	1
LIGHT	LIGHT WAREHOUSEMAN	n/a	60,778	1
LIGHT	DAM TECHNICIAN	n/a	57,179	1
LIGHT	CANAL TECHNICIAN	n/a	57,179	1
LIGHT	TECHNICAL ASSISTANT	n/a	51,563	1
LIGHT	GROUNDMAN	n/a	51,501	1
LIGHT	MAINTENANCE CUSTODIAN	27,564	33,732	1
PARKS	LEAD PARK TECHNICIAN	50,710	62,067 *	1
PARKS	RECREATION SUPERVISOR	50,664	61,992	1
PARKS	PARK MECHANIC/TECHNICIAN	47,362	58,053 *	1
PARKS	PARK TECHNICIAN	44,262	54,246 *	1
POLICE	CHIEF OF POLICE	87,000	106,596	1
POLICE	POLICE COMMANDER OPERATIONS	81,300	99,576	1
POLICE	POLICE COMMANDER SERVICES	81,300	99,576	1
POLICE	DETECTIVE SERGEANT	n/a	82,332 *	1
POLICE	POLICE SERGEANT	n/a	82,332 *	5
POLICE	DETECTIVE	58,752	69,816 *	3
POLICE	SCHOOL RESOURCE OFFICER	58,752	69,816 *	1
POLICE	PATROL OFFICER	58,752	69,816 *	18
POLICE	SPECIAL SERVICES OFFICER	43,368	52,356 *	1
POLICE	ADMINISTRATIVE ASSISTANT	41,292	50,664	1
POLICE	POLICE RECORDS TECHNICIAN	37,296	44,964 *	4
POLICE	COMMUNITY SERVICE OFFICER	28,392	34,752 *	2

2014 SALARY SCHEDULE (base pay only)

(Does **not** include longevity, educational or other premiums, overtime or holiday pay)

<u>DEPARTMENT</u>	<u>POSITION TITLE</u>	<u>SALARY RANGE</u>		<u># of FTE's</u>
		<u>Minimum</u>	<u>Maximum</u>	
PUBLIC WORKS	PUBLIC WORKS DIRECTOR	99,576	122,316	1
PUBLIC WORKS/LIGHT	IT MANAGER	76,008	93,120	1
PUBLIC WORKS/LIGHT	ADMINISTRATIVE SERVICES MANAGER	66,384	81,300	1
PUBLIC WORKS/LIGHT	UTILITIES FINANCIAL OFFICER	61,992	76,008	1
PUBLIC WORKS/LIGHT	CUSTOMER SERVICE SUPERVISOR	54,192	66,384	1
PUBLIC WORKS/LIGHT	PROGRAM SPECIALIST	45,504	55,728 *	1
PUBLIC WORKS/LIGHT	IT TECHNICIAN	41,292	50,664	1
PUBLIC WORKS/LIGHT	ARCHIVIST	37,128	45,504 *	1
PUBLIC WORKS/LIGHT	OFFICE COORDINATOR	37,128	45,504 *	3
PUBLIC WORKS/LIGHT	ACCOUNTING ASSISTANT SENIOR	37,128	45,504 *	2
PUBLIC WORKS/LIGHT	CUSTOMER SERVICE REPRESENTATIVE	37,128	45,504 *	3
STORM & SURFACE WATER	EQUIPMENT OPERATOR II	44,262	54,246 *	1
STREETS	STREET & STORMWATER OPS MGR	66,384	81,300	1
STREETS	LEAD EQUIPMENT OPERATOR II	50,710	62,067 *	1
STREETS	EQUIPMENT OPERATOR II	44,262	54,246 *	3
WASTEWATER	W/W OPERATIONS MANAGER	66,384	81,300	1
WASTEWATER	INSTRUMENT & CONTROLS TECHNICIAN	n/a	81,869 *	1
WASTEWATER	TREATMENT PLANT LEAD OPERATOR	59,800	66,456 *	1
WASTEWATER	COLLECTION SYSTEM LEAD TECHNICIAN	59,800	66,456 *	1
WASTEWATER	MAINTENANCE TECHNICIAN	55,890	62,150 *	1
WASTEWATER	W/W TREATMENT PLANT OPERATOR	52,270	58,094 *	2
WASTEWATER	PROCESS ANALYST	52,270	58,094 *	1
WASTEWATER	COLLECTION SYSTEM TECHNICIAN	52,270	58,094 *	2
WASTEWATER	COMPOSTER	52,270	58,094 *	1
WASTEWATER	ENVIRONMENTAL SPECIALIST	50,398	55,994 *	1
WASTEWATER	EQUIPMENT OPERATOR II (FARM OPERATOR)	44,262	54,246 *	1
WATER	WATER OPERATIONS MANAGER	66,384	81,300	1
WATER	LEAD REMOTE SYSTEMS TECH	62,754	69,722 *	1
WATER	LEAD WATER CUSTOMER SERVICE TECH	58,635	65,146 *	1
WATER	LEAD WATER TECHNICIAN	58,635	65,146 *	1
WATER	REMOTE SYSTEMS TECHNICIAN	54,787	60,923 *	2
WATER	WATER QUALITY SPECIALIST	51,251	56,950 *	1
WATER	WATER TECHNICIAN	51,251	56,950 *	4
WATER	WATER METER READER	44,678	49,691	1

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* contract not settled

**UTILITIES ADMINISTRATIVE DIVISION
EXPENDITURES/STAFFING SUMMARY**

EXPENDITURES	STREETS 12%	YELM 2%	LIGHT 25%	WATER 25%	WASTE WATER 26%	STORM WATER 1%	EQUIP RENTAL 6%	LAND FILL 3%	TOTAL 100%
Salaries	\$71,510	\$12,720	\$126,315	\$124,040	\$134,845	\$6,115	\$36,155	\$14,990	\$526,690
Benefits	28,205	6,600	58,215	54,330	59,220	1,510	14,915	7,880	230,875
Supplies	0	0	11,495	11,495	11,495	0	0	0	34,485
Other Services & Charges	0	0	17,470	18,475	18,475	0	0	0	54,420
TOTAL	\$99,715	\$19,320	\$213,495	\$208,340	\$224,035	\$7,625	\$51,070	\$22,870	\$846,470

STAFFING	STREETS 16%	YELM 3%	LIGHT 23%	WATER 22%	WASTE WATER 23%	STORM WATER 3%	EQUIP RENTAL 6%	LAND FILL 4%	TOTAL 100%
Office Coordinator	0.35	0.11	0.76	0.88	0.88	0	0	0.02	3
Admin. Services Manager	0.15	0.05	0.2	0.28	0.3	0	0.02	0	1
Public Works Director	0.25	0	0	0.3	0.3	0.05	0.05	0.05	1
ST/ER/SW Ops Manager	0.48	0	0	0.03	0.03	0.23	0.23	0	1
Utilities Financial Officer	0.05	0	0.8	0.05	0.1	0	0	0	1
Program Specialist	0.1	0.04	0.16	0.2	0.3	0	0.1	0.1	1
Archivist	<u>0.1</u>	<u>0.04</u>	<u>0.16</u>	<u>0.2</u>	<u>0.2</u>	<u>0</u>	<u>0.1</u>	<u>0.2</u>	1
Total	1.48	0.24	2.08	1.94	2.11	0.28	0.5	0.37	9

STAFFING	STREETS	YELM	LIGHT	WATER	WASTE WATER	STORM WATER	EQUIP RENTAL	LAND FILL	TOTAL
Office Coordinator-Gerrits	10%	6%	22%	30%	30%	0%	0%	2%	100%
Office Coordinator-Jordan	0%	0%	34%	33%	33%	0%	0%	0%	100%
Office Coordinator-Driscoll	25%	5%	20%	25%	25%	0%	0%	0%	100%
Total Office Coordinators	12%	4%	25%	29%	29%	0%	0%	1%	300%

CUSTOMER SERVICE CENTER DIVISION
EXPENDITURES/STAFFING SUMMARY

EXPENDITURES	LIGHT 40%	WATER 30%	WASTE WATER 30%	TOTAL 100%
Salaries	\$125,205	\$80,135	\$80,135	\$285,475
Benefits	71,665	44,485	44,485	160,635
Supplies	5,655	5,655	5,655	16,965
Other Services & Charges	86,150	86,150	86,150	258,450
Capital Outlay	<u>4,025</u>	<u>4,025</u>	<u>4,025</u>	<u>12,075</u>
TOTAL	\$292,700	\$220,450	\$220,450	\$733,600

STAFFING	LIGHT 44%	WATER 28%	WASTE WATER 28%	TOTAL 100%
Customer Service Supervisor	0.34	0.33	0.33	1
Accounting Assistant Senior	1	0.5	0.5	2
Customer Service Representative	<u>1.34</u>	<u>0.83</u>	<u>0.83</u>	<u>3</u>
Total	2.68	1.66	1.66	6

CIVIL ENGINEERING DIVISION
EXPENDITURES/STAFFING SUMMARY

EXPENDITURES	STREETS 4%	LIGHT 34%	WATER 25%	WASTE WATER 26%	STORM WATER 11%	TOTAL 100%
Salaries	\$15,290	\$129,980	\$95,570	\$99,390	\$42,050	\$382,280
Benefits	6,305	53,625	39,435	41,015	17,350	157,730
Supplies	665	5,675	4,160	4,315	1,815	16,630
Other Services & Charges	<u>2,595</u>	<u>22,035</u>	<u>16,185</u>	<u>16,830</u>	<u>7,115</u>	<u>64,760</u>
TOTAL	\$24,855	\$211,315	\$155,350	\$161,550	\$68,330	\$621,400

STAFFING	STREETS 4%	LIGHT 34%	WATER 25%	WASTE WATER 26%	STORM WATER 11%	TOTAL 100%
City Engineer	0.04	0.34	0.25	0.26	0.11	1
GIS/CAD Coordinator	0.04	0.34	0.25	0.26	0.11	1
Civil Engineer	0.04	0.34	0.25	0.26	0.11	1
Engineering Tech III	<u>0.08</u>	<u>0.68</u>	<u>0.50</u>	<u>0.52</u>	<u>0.22</u>	<u>2</u>
Total	0.20	1.70	1.25	1.30	0.55	5

INFORMATION TECHNOLOGY DIVISION
EXPENDITURES/STAFFING SUMMARY

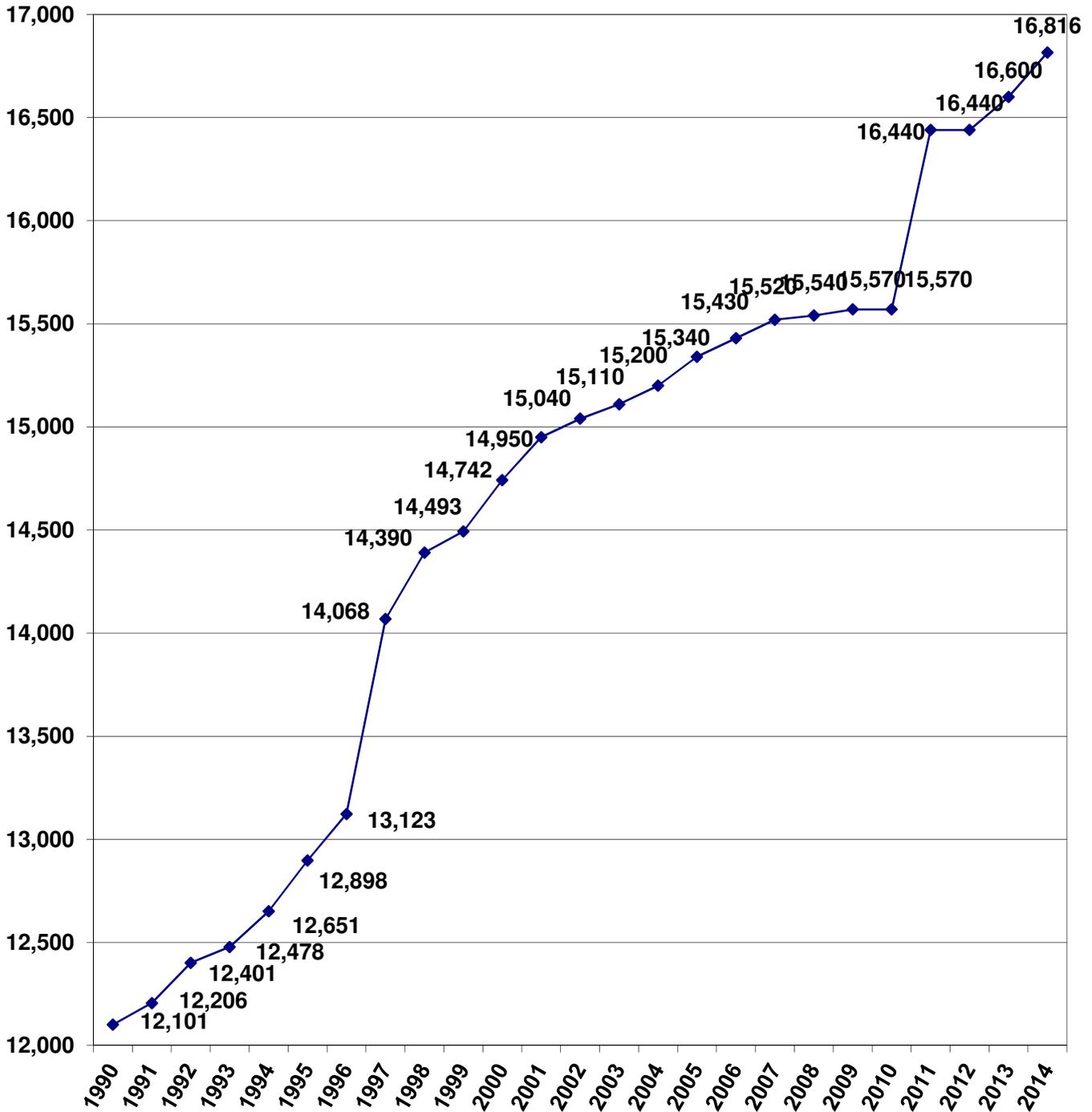
EXPENDITURES	LIGHT 34%	WATER 33%	WASTE WATER 33%	TOTAL 100%
Salaries	\$47,825	\$46,430	\$46,430	\$140,685
Benefits	17,025	16,525	16,525	50,075
Supplies	5,170	4,990	4,990	15,150
Other Services & Charges	82,090	79,595	79,595	241,280
Capital Outlay	<u>35,700</u>	<u>34,650</u>	<u>34,650</u>	<u>105,000</u>
TOTAL	\$187,810	\$182,190	\$182,190	\$552,190

STAFFING	LIGHT 34%	WATER 33%	WASTE WATER 33%	TOTAL 100%
Information Technology Manager	0.34	0.33	0.33	1
Information Technology Technician	<u>0.34</u>	<u>0.33</u>	<u>0.33</u>	<u>1</u>
Total	0.68	0.66	0.66	2

City of Centralia
Summary of Outstanding Debt
As of January 1, 2014

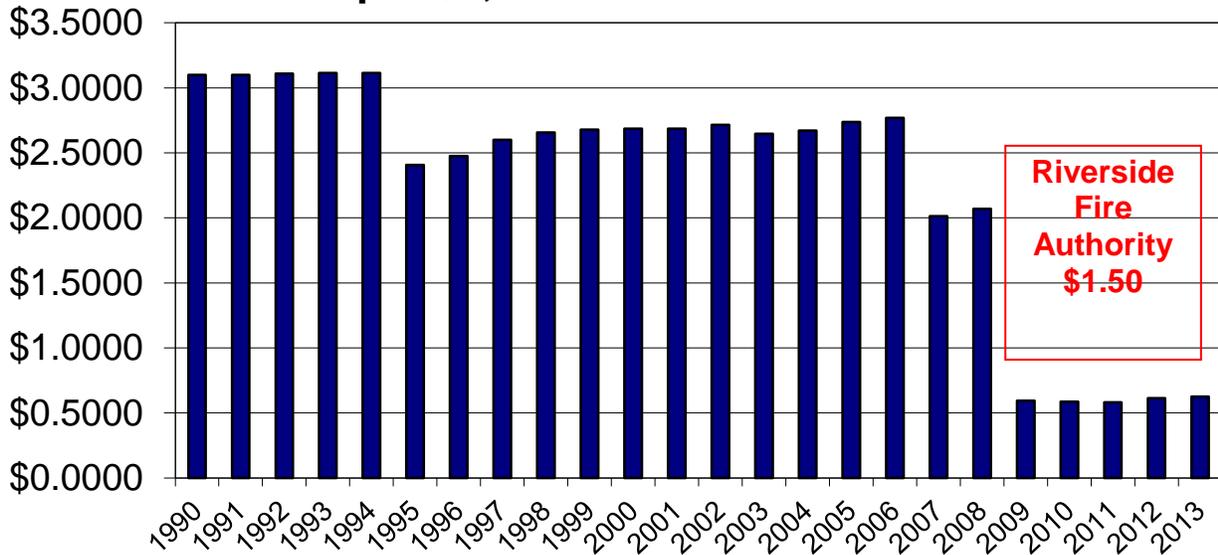
	Date Issued	Original Debt Issued	Jan 2014 Principal Outstanding	2014 Principal	2014 Interest	Dec 2014 Principal Outstanding	Maturity
General Fund							
General Obligation Bond							
Fire Truck Loan	9/8/2004	\$ 750,000	\$ 86,622	\$ 86,622	\$ 3,456	\$ -	1/10/2014
(reimbursed by Riverside Fire Authority)							
Distressed Counties Loan							
Millard Business Attraction - .09 Funds	7/9/2010	300,000	246,596	13,186	4,994	233,410	12/1/2029
Total General Fund		\$ 1,050,000	\$ 333,218	\$ 99,808	\$ 8,450	\$ 233,410	
Stadium Fund (Hotel/Motel)							
General Obligation Bond							
Sports Complex	8/10/2010	\$ 1,225,000	\$ 1,090,000	\$ 50,000	\$ 41,983	\$ 1,040,000	12/1/2030
Debt Service Fund							
General Obligation Bond							
Energy Efficiency	7/30/2013	\$ 1,100,000	\$ 1,100,000	\$ 110,000	\$ 42,578	\$ 990,000	8/1/2023
Capital Projects Fund							
General Obligation Bond							
Streetscape Refunding Bond	4/30/2013	\$ 1,116,592	\$ 1,116,592	\$ 129,067	\$ 20,831	\$ 987,525	5/1/2021
Electric Fund							
Revenue Bonds							
2007 Revenue Bonds	3/1/2007	\$ 17,275,000	\$ 12,785,000	\$ 735,000	\$ 565,738	\$ 12,050,000	12/1/2026
2007 Refunding Bonds	3/1/2007	4,530,000	2,950,000	450,000	138,475	2,500,000	12/1/2019
2010 Revenue Bonds	10/7/2010	11,055,000	10,655,000	405,000	526,435	10,250,000	12/1/2030
Total Electric Fund		\$ 32,860,000	\$ 26,390,000	\$ 1,590,000	\$ 1,230,648	\$ 24,800,000	
Water Fund							
Revenue Bonds							
2013 Refunding Bonds	4/30/2013	\$ 1,128,964	\$ 1,128,964	\$ 167,256	\$ 20,698	\$ 961,708	5/1/2021
Public Works Trust Fund Loans							
Cooks Hill Water	7/30/2002	2,248,992	1,153,043	128,116	11,477	1,024,927	7/1/2022
State Revolving Fund Loans							
Ham Hill Water	7/30/2004	624,240	327,686	32,855	3,280	294,831	10/1/2023
Port North Ext	8/11/2005	2,602,538	1,272,449	115,677	12,724	1,156,772	10/1/2024
Total Water Fund		\$ 6,604,734	\$ 3,882,142	\$ 443,904	\$ 48,179	\$ 3,438,238	
Wastewater Fund							
Public Works Trust Fund Loans							
Basin 4 Phase I	7/8/1995	678,521	58,930	29,465	1,768	29,465	7/1/2015
Basin 6 East & 20	12/30/1994	788,823	8,880	8,880	266	0	7/1/2014
Swanson Heights	4/18/2002	1,307,382	331,739	41,467	6,635	290,272	7/1/2021
Maple Hansen	7/31/2002	280,098	74,706	8,301	747	66,405	7/1/2021
Cooks Hill Sewer	7/4/2004	1,192,500	692,313	62,938	3,462	629,376	7/1/2024
State Revolving Fund Loans							
Basin 4 Phase II	5/12/1997	814,088	208,740	41,748	-	166,992	3/10/2018
Treatment Plant A	11/1/2005	33,009,836	18,620,933	1,692,812	-	16,928,121	11/1/2024
Treatment Plant B	8/31/2006	591,946	394,631	30,356	-	364,275	8/31/2026
Total Wastewater Fund		\$ 38,663,194	\$ 20,390,872	\$ 1,915,967	\$ 12,878	\$ 18,474,905	
TOTAL OUTSTANDING DEBT		\$ 82,619,520	\$ 54,302,824	\$ 4,338,746	\$ 1,405,547	\$ 49,964,078	

City of Centralia
Population History
1990 - 2014

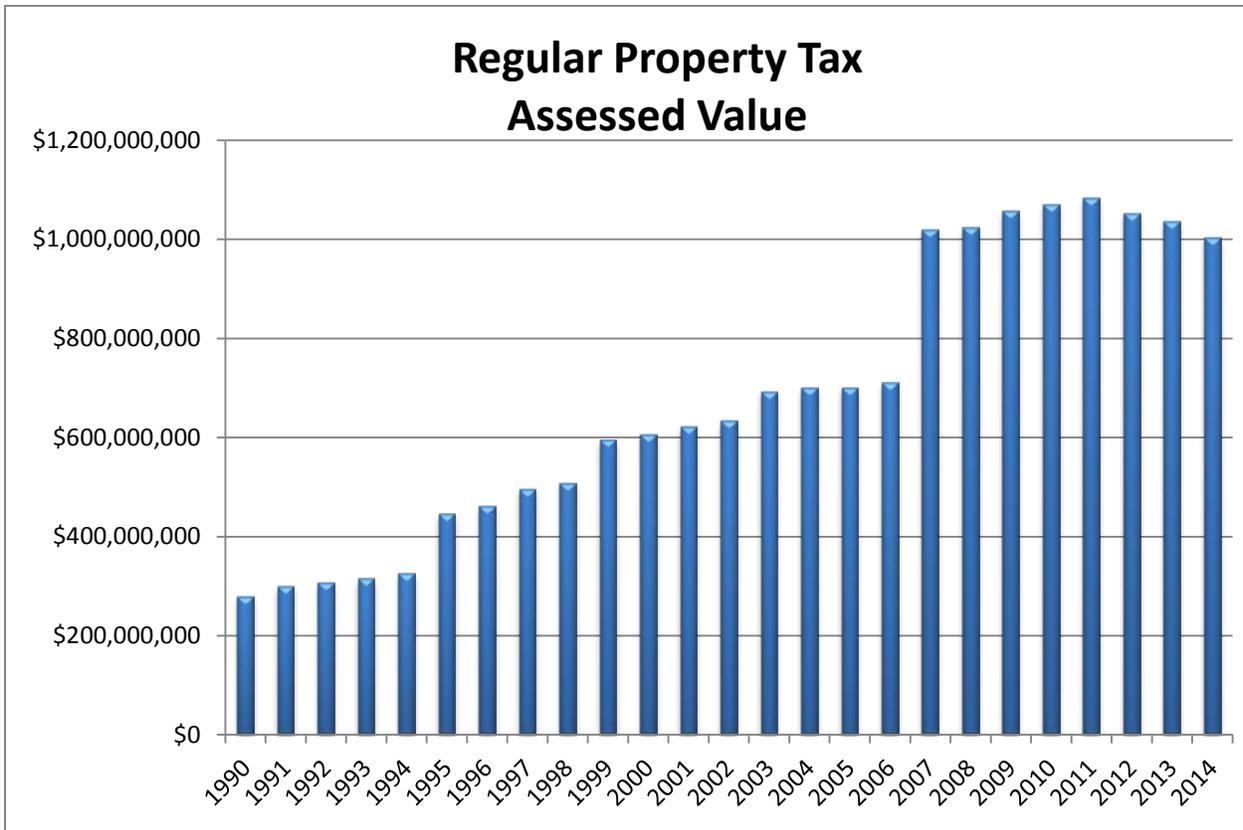




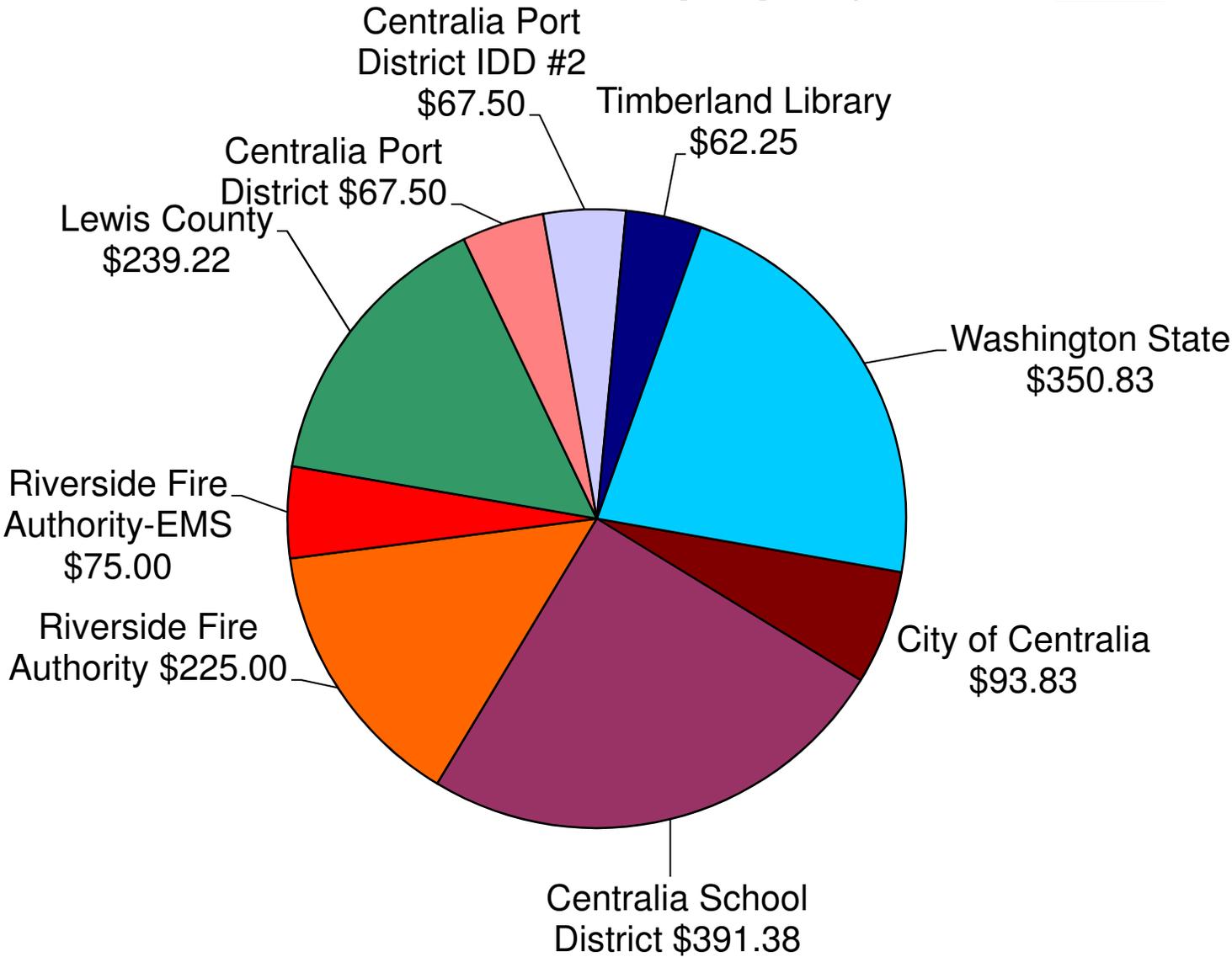
Regular Property Tax Rate per \$1,000 of Assessed Value



Regular Property Tax Assessed Value



Where Do Your Property Tax Dollars Go? (\$150,000 home = \$1,572.50 property tax for [2013](#))



GLOSSARY OF BUDGET TERMS

ACCOUNTING PERIOD:

A period at the end of which and for which financial statements are prepared.

ACCOUNTING SYSTEM:

The total set of records and procedures, which are used to record, classify, and report information on the financial status and operations of an entity.

ACCOUNTS PAYABLE:

A short-term liability account reflecting amounts owed to private persons or organizations for goods and services received by a government.

ACCOUNTS RECEIVABLE:

An asset account reflecting amounts due from private persons or organizations for goods and services furnished by a government (but not including amounts due from other funds or other governments).

ACCRUAL BASIS OF ACCOUNTING:

Under this accounting method, revenues and expenditures are recorded in the periods in which these transactions, events and circumstances occur, rather than only in the periods in which cash is received or paid. Enterprise and Internal Services Funds use the accrual basis of accounting.

AD VALOREM TAXES:

A tax levied on the assessed value of real property.

ADVANCE REFUNDING BONDS:

Bonds which are issued to refinance an outstanding bond issue before the date at which the outstanding bonds become due.

AGENCY FUND:

A fund used to account for assets held by a government as an agent for individuals, private organizations, other governments and/or other funds.

ALLOCATION:

To set aside or designate funds for specific purposes. An allocation does not authorize the expenditure of funds.

AMORTIZATION:

The portion of the cost of a limited life or intangible asset charged as an expense during a particular period. Also, the reduction of debt by regular payments of principal and interest sufficient to retire the debt by maturity.

ANNUAL DEBT SERVICE:

The amount required to be paid in a calendar year for principal and interest on all bonds then outstanding, but excluding any outstanding term bonds, and payments into any Sinking Fund Account for the amortization of outstanding bonds.

ANNUAL FINANCIAL REPORT:

The official annual report of a government.

APPROPRIATION:

An authorization made by the City Council, which permits officials to incur obligations against and to make expenditures of governmental resources. Appropriations are usually made for fixed amounts and are typically granted for a one-year period.

APPROPRIATIONS ORDINANCE:

The official enactment by the City Council establishing the legal authority for city officials to obligate and expend resources.

ASSESSED VALUATION (AV):

The estimated value placed upon real and personal property by a government as the basis for levying property taxes.

ASSESSMENT:

The process of making the official valuation of property for purposes of taxation; the valuation placed upon property as a result of this process.

GLOSSARY OF BUDGET TERMS

ASSETS:

Property owned or held by a government, which has monetary value. Assets are long-lived tangible assets obtained or controlled as a result of past transactions, events or circumstances. Assets can include equipment, computers, furniture, buildings, improvements other than buildings, land, plant and vehicles.

ASSIGNED RESOURCES:

Amounts that are constrained by the government's intent to be used for specific purposes, but that are neither restricted nor committed.

AUDIT:

An examination to determine the accuracy and validity of records and reports or the conformity of procedures with established policies.

AUDITOR'S REPORT:

A statement by the auditor describing the scope of the audit and the auditing standards applied in the examination and setting forth the auditor's opinion on the fairness of the presentation of the financial information in conformity with generally accepted accounting practices or some other comprehensive basis system of accounting.

As a rule, the report would include: a statement of the scope of the audit, explanatory comments or findings (if any) concerning exceptions by the auditor, opinions, financial statements and schedules, and sometimes statistical tables, comments and recommendations.

BALANCED BUDGET:

A budget is balanced when the sum of estimated revenues and appropriated fund balance is equal to appropriations.

BALANCE SHEET:

A statement presenting the financial position of an entity by disclosing the value of its assets, liabilities, and equities as of a specified date.

BARS: An acronym meaning the Budgeting, Accounting, Reporting System manual which is

prescribed by the state of Washington for all governmental entities in the state of Washington.

BASE BUDGET:

Ongoing expense for personnel, contractual services, and the replacement of supplies and equipment required to maintain service levels previously authorized by the City Council.

BASIC FINANCIAL STATEMENTS:

Those financial statements, including notes thereto, that are necessary for the fair presentation of the financial position and results of operations of an entity in conformity with GAAP.

BASIS OF ACCOUNTING:

A term used to refer to when revenues, expenditures, expenses and transfers – and the related assets and liabilities - are recognized in the accounts and reported in the financial statements. Specifically, it relates to the timing of the measurements made, regardless of the nature of the measurement, on either the cash or accrual method.

BEGINNING FUND BALANCE:

A revenue account used to record resources available from the previous fiscal year.

BOND:

A written promise to pay (debt) a specified sum of money (called principal or face value) at a specified future date (called the maturity date) along with periodic interest paid at a specified percentage of the principal (interest rate). Bonds are typically used for long-term debt to pay for specific capital expenditures. The difference between a note and a bond is that the latter runs for a longer period of time and requires greater legal formality

BOND ANTICIPATION NOTES:

Short-term interest-bearing notes issued in anticipation of bonds to be issued at a later date. The notes are retired from proceeds of the bond issue from which they are related.

GLOSSARY OF BUDGET TERMS

BOND COSTRUCTION FUNDS

Unspent cash proceeds from bonds issued for specific purposes.

BOND REGISTRAR:

The fiscal agency of the state of Washington in either Seattle, Washington or New York, New York, for the purposes of registering and authenticating the bonds, maintaining the bonds, maintaining the bond register, effecting transfer of ownership of the bonds and paying interest on a principal of (and any premium pursuant to call on) the bonds.

BUDGET:

A plan of financial operation displaying an estimate of proposed expenditures for a given period (typically a fiscal year) and the proposed means of financing them (revenue estimates). The term is also sometimes used to denote the officially approved expenditure ceilings under which the city and its departments operate.

BUDGET CALENDAR:

The schedule of key dates or milestones, which the city follows in the preparation and adoption of the budget.

BUDGET DOCUMENT:

The official written statement prepared by the city Manager and Finance Department and supporting staff for the City Council which represents the financial plan and programs proposed for the next fiscal year.

The budget document usually consists of two parts. The first part contains a message from the City Manager, together with a summary of the proposed expenditures and the means of financing them. The second consists of schedules supporting the summary. These schedules show in detail the information as to the past years' actual revenues, expenditures, and other data used in making the estimates. In addition to the budget document, an appropriation ordinance or resolution and revenue and borrowing measures will be necessary to put the budget into effect.

BUDGET MESSAGE:

The general discussion or summary of the proposed budget as presented in writing by the City Manager to the City Council and the public.

The budget message contains an explanation of the principal budget items, an outline of the city's experience during the past period and its financial status at the time of the message and the recommendations regarding the financial policy for the coming period

CAPITAL ASSETS:

Land, improvements to land, easements, buildings, building improvements, vehicles, machinery, equipment, works of art and historical treasures, infrastructure, and all other tangible or intangible assets that are used in operations and that have initial useful lives extending beyond a single reporting period.

CAPITAL BUDGET:

A plan of proposed capital expenditures and the means of financing them. The capital budget may be enacted as part of the complete annual budget including both operating and capital outlays. The capital budget is based on the Capital Facilities Plan.

CAPITAL FACILITIES PLAN (CFP):

A plan of proposed capital expenditures to be incurred each year over a period of six future years setting forth each capital project, identifying the expected beginning and ending date for each project, the amount to be expended in each year, and the method of financing those expenditures.

CAPITAL OUTLAY:

Expenditures, which result in the acquisition of or additions to assets. Examples include land, buildings, machinery and equipment, and construction projects, all of which must meet the capitalization threshold of \$5000 and have a life expectancy that exceeds two years.

CAPITAL PROGRAM:

A plan for capital expenditures to be incurred each year over a fixed period of years to meet capital needs arising from the long-term work program or

GLOSSARY OF BUDGET TERMS

otherwise. It sets forth each project or other contemplated expenditures in which the government is to have a part and specifies the full resources estimated to be available to finance the projected public facilities.

CAPITAL PROJECTS:

Projects, which purchase or construct capital assets. Typically, a capital project encompasses a purchase of land or construction of a building or facility, with a life expectancy of more than ten years.

CAPITAL RESERVES:

Funds set aside for capital improvements such as infrastructure replacement projects of unplanned (emergency) repairs.

CASH BASIS:

The method of accounting under which revenues are recorded when received in cash and expenditures are recorded when paid.

CASH FLOW BUDGET:

A projection of the cash receipts and disbursements anticipated during a given time period.

CERTIFICATE OF DEPOSIT:

A negotiable or non-negotiable receipt for monies deposited in a bank or other financial institution for a specified period for a specified rate of interest.

COLA:

Cost of Living Allowance.

COMMUNITY PARK:

Those parks so designated in the City of Centralia Parks and Recreation plan.

CONTINGENCY:

A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.

COST ACCOUNTING:

Accounting which assembles and records all costs incurred to carry out a particular activity or to deliver particular services.

COUNCILMANIC BONDS:

Councilmanic bonds refer to bonds issued with the approval of the Council, as opposed to voted bonds which must be approved by vote of the public. Councilmanic bonds must not exceed 1.5% of the assessed valuation, and voted bonds 2.5%.

CPI:

Consumer Price Index is a measure of the changes in prices over time for a fixed market basket of goods and services as provided by the U.S. Department of Labor.

CUSTOMER DEPOSITS:

Cash collected from customers as a security; for utility customers, to secure payment of final bill.

DEBT:

An obligation resulting from the borrowing of money or from the purchase of goods and services. Debts of governments include bonds, notes and accounts payable.

DEBT LIMITS:

The maximum amount of gross or net debt, which is legally permitted.

DEBT RESERVE:

Cash held as security and required by creditors to make final debt payments or accumulated to make debt payments when they are due.

DEBT SERVICE:

Payment of interest and repayment of principal to holders of the city's debt instruments.

DEBT SERVICE FUND:

A fund established to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

DEFICIT:

The excess of an entity's liabilities over its assets. Also, the excess of expenditures or expenses over revenues during a single accounting period; or, in the case of proprietary funds, the excess of expense over income during an accounting period.

GLOSSARY OF BUDGET TERMS

DELINQUENT TAXES:

Taxes remaining unpaid on and after the date to which a penalty for nonpayment is attached. The unpaid balance continues to be delinquent taxes until abated, canceled, paid or converted into tax liens.

DEMAND DEPOSIT:

A deposit of monies where the monies are payable by the bank upon demand.

DEPARTMENT:

The basic organizational unit of city government responsible for carrying out specific functions assigned.

DEPRECIATION:

Expiration in the service life of capital assets attributable to wear and tear, deterioration, impact of physical elements, inadequacy or obsolescence. Also, that portion of the cost of a capital asset which is charged as an expense during a particular period.

The cost of a capital asset, less any salvage value, is prorated over its estimated service life and each period is charged with a portion of the cost. In this process, the entire cost of the asset is charged off as an expense.

DEVELOPMENT ACTIVITY:

Any construction or expansion of a building, structure, or use, any change in use of a building or structure, or any change in the use of land, that created additional demand and need for public facilities.

DOUBLE BUDGETING:

The result of having funds or departments within a government purchase services from one another rather than from outside vendors. When internal purchasing occurs, both funds must budget the expenditure (one to buy the service and the other to add the resources to its budget so they have something to sell). This type of transaction results in inflated budget values because the same expenditure dollar is budgeted twice: once in each

fund's budget. The revenue side of both funds is similarly inflated.

ENCUMBRANCES:

Obligations in the form of purchase orders, contracts or salary commitments which are chargeable to an appropriation and for which a part of the appropriation is reserved. They cease to be encumbrances when paid or when an actual liability is set up.

ENDING FUND BALANCE:

The estimated amount of cash and investments that have not been appropriated, or the actual amount that has not been spent at the end of a budget, or the amount held in reserve for future years.

ENTERPRISE FUND:

Proprietary fund type used to report an activity for which a fee is charged to external users for goods or services.

EQUIPMENT REPLACEMENT FUNDS:

Funds set aside for the scheduled replacement of vehicles and other equipment.

EXPENDITURES:

Where accounts are kept on the accrual or modified accrual basis of accounting, the cost of goods received or services rendered whether cash payments have been made or not. Where accounts are kept on a cash basis, expenditures are recognized only when the cash payments for the above purposes are made.

FEE IN LIEU OF:

Charges which are contributions made by developers toward future improvements of city facilities resulting from the additional demand on the city's facilities generated from the development.

FINES & FORFEITURES:

This revenue category includes court, traffic and parking fines and forfeitures.

GLOSSARY OF BUDGET TERMS

FISCAL YEAR:

A twelve (12) month period designated as the operating year by an entity. For Centralia, the fiscal year is the same as the calendar year (also called budget year).

FLOAT:

The amount of money represented by checks outstanding and in the process of collection.

FRANCHISE:

A special privilege granted by the City which permits the long-term continuing use of public property. A franchise usually involves a monopoly and is regulated by the City. An example of a franchise is the cable television industry.

FULL FAITH & CREDIT:

A pledge of the general taxing power of a government for the payment of debt obligations. Bonds carrying such pledges are referred to as general obligation bonds.

FULL-TIME EQUIVALENT EMPLOYEE (FTE):

A term that expresses the amount of time a position has been budgeted for in relation to the amount of time a regular, full-time employee normally works in a year. For budget and planning purposes, a year of full-time employment is defined as 2,080 hours. A position that has been budgeted to work half-time for a full year, or full-time for only six (6) months, is a .50 FTE.

FUND:

An independent fiscal and accounting entity with a self-balancing set of accounts recording cash and/or other resources together with all related liabilities, obligations, reserves, and equities which are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

FUND BALANCE:

The difference between assets and liabilities reported in a governmental fund. A negative fund balance is sometimes called a deficit.

GAAFR:

The acronym for *Governmental Accounting, Auditing, and Financial Reporting*, a publication of the Government Finance Officers Association to provide guidance for the application of accounting principles for governments. Also known as the *Blue Book*.

GAAP:

The acronym for *Generally Accepted Accounting Principles*, the uniform minimum standards and guidelines used for accounting and reporting used for both private industry and governments. The primary authoritative body on the application of GAAP to state and local governments is the Governmental Accounting Standards Board.

GASB:

The Government Accounting Standards Board established in 1985 to regulate the rules and standards for all governmental units.

GENERAL FIXED ASSETS:

Capital assets that are not a part of any fund, but the government unit as a whole. Most often these assets arise from the expenditure of the financial resources of governmental funds.

GENERAL FUND:

The fund supported by taxes, fees and other revenues that may be used for any lawful purpose. This Fund is used to account for and report all financial resources not accounted for and reported in another fund.

GENERAL OBLIGATION BONDS:

Bonds for which the full faith and credit of the insuring government are pledged for payment.

GOALS:

The objective of specific tasks and endeavors.

GRANT:

A contribution of assets (usually cash) by one governmental unit or other organization to another. Typically, grants are made to local governments

GLOSSARY OF BUDGET TERMS

from the State and Federal governments, usually for specified purposes.

GUARANTY FUND:

A fund established by a bond issuer, which is pledged, as security for the payment of one or more bond issues. Normally used for local improvement districts (LID).

IMPACT FEES:

Fees charged to developers to cover, in whole or in part, the anticipated cost of improvements that will be necessary as a result of the development (e.g., parks, sidewalks).

INFRASTRUCTURE:

The underlying foundation, especially the basic installations and facilities, on which the continuance and growth of a jurisdiction depends, i.e., streets, roads, sewer, and water systems.

INTERFUND PAYMENTS:

Expenditures made to other funds for services rendered.

INTERGOVERNMENTAL COSTS:

Costs or expense paid from one government to another government for services. These include but are not limited to such things as: jail services, animal control services, audit and voter costs.

INTERGOVERNMENT REVENUE:

Are funds received (revenues) from either the federal, state or any other government source in the form of grants, shared revenues and payments in lieu of taxes.

INTERGOVERNMENTAL SERVICES:

Intergovernmental purchases of those specialized services typically performed by local governments.

INTERLOCAL AGREEMENT:

A contract between two government entities whereby one government assumes the lead responsibility of a project that overlaps both jurisdictions.

INTERNAL CONTROL:

A plan of organization for purchasing, accounting and other financial activities, which, among other things, provides that:

- The duties of employees are subdivided so that no single employee handles financial action from beginning to end.
- Proper authorization from specific responsible officials is obtained before key steps in the processing of a transaction are completed.
- Records and procedures are arranged appropriately to facilitate effective control.

INTERNAL SERVICE FUND:

A fund used to account for the financing of goods or services provided by one department or agency to other departments or agencies of a government, or to other governments, on a cost reimbursement basis.

INVESTMENT:

Assets held for the production of revenues in the form of interest, dividends, rentals, or lease payments. The term does not include capital assets used in governmental operations.

IPD: Implicit Price Deflator.

LAPSING APPROPRIATION:

An appropriation made for a certain period of time, generally for the fiscal or budget year. At the end of the specified period, any unencumbered balance lapses or ends, unless otherwise provided by law.

LATECOMER FEES:

Fees paid by developers or future service users for their share of past improvements financed by others.

LEASING:

A financial technique whereby ownership of the project or equipment remains with the financing entity, and where title may or may not transfer to the city at the end of the lease.

GLOSSARY OF BUDGET TERMS

LEOFF:

Law Enforcement Officers and Firefighters Retirement System provided in the State of Washington.

LEVY:

- (1) To impose taxes, special assessments or service charges for the support of government activities.
- (2) The total amount of taxes, special assessments or service charges imposed by a government.

LEVY LID:

A statutory restriction on the annual increase in the amount of property tax a given public jurisdiction can assess on regular or excess levies.

LIABILITY:

Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed or refunded at some future date. This does not include encumbrances.

LID:

Local Improvement District or Special Assessments made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties.

LIMITED TAX GENERAL OBLIGATION BONDS (LTGO):

Non-voted bonds which are secured by the full faith and credit of the city and subject to an annual tax levy.

MANAGEMENT TEAM:

The city's administrative body consisting of the City Manager and all Department Heads.

MATURITIES:

The dates on which the principal or stated values of investments or debt obligations mature and may be reclaimed.

MITIGATION FEES:

Contributions made by developers toward future improvements of city facilities resulting from the

additional demand on the city's facilities generated from the development.

MODIFIED ACCRUAL BASIS:

Basis of accounting in which (a) revenues are recognized in the accounting period they become available and measurable and (b) expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except for un-matured interest on general long-term debt and certain similar accrued obligations, which should be recognized when due.

NET REVENUE:

The revenue of the system less the cost of maintenance and operation of the system.

NOTES TO THE FINANCIAL STATEMENTS:

The disclosures required for a fair presentation of the financial statement of government in conformity with GAAP and not included on the face of the financial statements themselves.

OBJECT:

As used in expenditure classification, this term applies to the type of item purchased or the service obtained (as distinguished from the results obtained from expenditures). Examples are personal services, contractual services, and materials and supplies.

OPERATING FUNDS:

Resources derived from recurring revenue sources used to finance ongoing operating expenditures and pay-as-you-go capital projects.

OPERATING RESERVES:

Funds held for the support of current operating expenses. For utility services, the targeted level is based on a specific number of days of operating expenses to pay outstanding cost in the event of revenue shortage.

ORDINANCE:

A formal legislative act by the City Council which has the full force and effect of law within the city limits.

GLOSSARY OF BUDGET TERMS

OTHER SERVICES AND CHARGES:

A basic classification for services, other than personnel services, which are needed by the city. This item includes professional services, communication, travel, advertising, training, dues and subscriptions, printing, equipment rental, insurance, public utility services, repairs and maintenance.

PARITY BOND:

Any and all water and sewer revenue bonds of the city the payment of which, both principal and interest, constitutes a lien and charge upon the revenue of the system and upon assessments equal in rank with the lien and charge on such revenue of the system and assessments for payments required to pay and secure the payment of the bonds.

PERS:

Public Employees Retirement System provided for governmental employees other than Police and Fire by the State of Washington.

PERSONNEL COSTS:

Costs that include all salaries, wages, and benefits for all part-time, full-time, seasonal and temporary employees. These costs can be terms and conditions required by law or employment contracts.

PRELIMINARY BUDGET:

The recommended, unapproved, budget for the ensuing fiscal year submitted by the Finance Department to the City Manager.

PROCLAMATION:

An official act by the Mayor made through a public forum.

PROGRAM:

Group activities, operations or organizational units directed to attaining specific purposes or objectives

PROGRAM ENHANCEMENT:

Programs, activities or personnel requested to improve or add to the current baseline services.

PROGRAM REVENUE:

Revenues which are produced as a result of an activity of a program and are subject to quantity of services provided to the public or governmental units (i.e. permits, charges for fire services, recreational activities), or revenue dedicated to a specific use (i.e. grants taxes or debt funds).

PROPERTY TAX LEVY-REGULAR:

The amount of property tax allowable under law which the city may levy without approval by the voters.

PROPERTY TAX LEVY-EXCESS:

The amount of property tax in excess of the "regular levy" and which must be voted upon by the voters.

PROPRIETARY FUND TYPES:

Funds used to account for a government's ongoing organizations and activities that are similar to those often found in the private sector. These funds focus on the determination of operating income, changes in net position (or cost recovery), financial position, and cash flows. There are two different types of proprietary funds: enterprise funds and internal service funds.

PUBLIC FACILITIES:

The capital owned or operated by the city or other governmental entities.

PUBLIC FACILITIES DISTRICT (PFD):

A public facilities district is a municipal corporation, an independent taxing "authority" which may levy taxes upon majority approval of voters of the PFD. Its powers and authorities are enumerated in RCW 36.100. and thereafter.

PUBLIC HEARING:

A public hearing is a specifically designated time, place and opportunity for citizens, community groups, businesses, and other stakeholders to address the City Council on a particular issue. It allows interested parties to express their opinions and the City Council and/or staff to hear their concerns and advice.

GLOSSARY OF BUDGET TERMS

PUBLIC WORKS TRUST FUND (PWTF):

A low-interest revolving loan fund which helps local governments finance critical public works needs including streets and roads, bridges, storm sewers, sanitary sewers, and water systems. Eligible applicants must be a local government entity, with a long-term plan for financing public works needs. If a city or county, it must be imposing the optional one-quarter percent real estate excise tax for capital purposes. Loans will only be made for the purpose of repair, replacement, reconstruction, or improvements of existing eligible public works systems to meet current standards and to adequately serve the needs of the existing population. New capital improvement projects are not eligible. Interest rates vary from one to three percent, depending on the match.

RCW:

Revised Code of Washington. Laws of the State of Washington enacted by the State Legislature.

REAL ESTATE EXCISE TAX (REET):

A tax upon the sale of real property from one person or company to another.

RESERVE:

An account used to indicate that a portion of fund equity is legally restricted for a specific purpose.

RESOLUTION:

A special or temporary order of the legislative body (City Council) requiring less legal formality than an ordinance or statute; may include statements of decisions or opinions.

RESOURCES:

Total dollars available for appropriations including estimated revenues, fund transfers and beginning fund balances.

RETAINED EARNINGS:

An equity account reflecting the accumulated earnings of the city.

REVENUE:

Income received by the city in support of a program of services to the community. It includes such items as property taxes, fees, user charges, grants, fines and forfeits, interest income and miscellaneous revenue.

REVENUE BONDS:

Bonds whose principal and interest are payable exclusively from earnings of an enterprise fund. In addition to a pledge of revenues, such bonds sometimes contain a mortgage on the enterprise fund's property.

REVENUE ESTIMATE:

A formal estimate of how much revenue will be earned from a specific revenue source for some future period; typically, a future fiscal year.

STP: Surface Transportation Program.

SALARIES & WAGES: See PERSONNEL COSTS.

SERVICE MEASURES:

Specific quantitative measures of work performed within an activity or program (e.g., total miles of street cleaned). Also, a specific quantitative measure of results obtained through a program or activity (e.g., reduced incidence of vandalism due to new street lighting program).

SINGLE AUDIT:

An audit performed in accordance with the Single Audit Act of 1984 and Office of Management and Budget (OMB) Circular A-128, Audits of State and Local Governments. The Single Audit Act allows or requires governments (depending on the amount of federal assistance received) to have one audit performed to meet the needs of all federal grantor agencies.

SINKING FUND ACCOUNT:

An account created in the bond fund to amortize the principal of term bonds.

GLOSSARY OF BUDGET TERMS

SPECIAL ASSESSMENT:

A compulsory levy made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties.

SPECIAL REVENUE FUND:

A fund used to account for the proceeds of specific revenue sources that are legally restricted to expenditure or specified purposes other than debt service or capital projects.

STATE REVOLVING FUND (SRF)

Also called Drinking Water State Revolving Fund (DWSRF). This fund gives low-interest loans to local governments and communities for drinking water infrastructure improvements to help community water systems return to, or maintain compliance with drinking water standards. These loans are affordable infrastructure funding for smaller systems that are likely to be hit hardest by the cost of complying with Safe Drinking Water Act (SDWA) requirements. They allow for interest rates as low as 0%, loan terms up to 30 years, and forgiveness of some of the loan principal.

SUPPLEMENTAL APPROPRIATION:

An appropriation approved by the Council after the initial budget appropriation.

SUPPLIES:

A basic classification of expenditures for articles and commodities purchased for consumption or resale. Examples include office and operating supplies, fuel, power, water, gas, ammunitions, inventory or resale items, and small tools and equipment.

SURETY BOND:

Any letter of credit, insurance policy, surety bond or other equivalent credit facility or any combination thereof issued to the city to satisfy all or part of the amount required to be maintained in the Reserve Account to make such payments of principal and interest as the same become due at maturity or on any mandatory redemption date.

TAX:

Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments. Neither does the term include charges for services rendered only to those who pay, for example, sewer service charges.

TAX LEVY ORDINANCE:

An ordinance through which taxes are levied.

TAX RATE LIMIT:

The maximum legal rate at which a municipality may levy a tax. The limit may apply to taxes raised for a particular purpose or for general purposes.

TERM BONDS:

Any parity bonds designated by the Council as “term bonds” pursuant to an ordinance which authorizes the issuance of parity bonds and provides for mandatory payments into a sinking fund account established for the term bonds so designated and provides for mandatory redemption of such term bonds from such sinking fund account.

TRANSPORTATION IMPROVEMENT ACCOUNT (TIA)

Provides funding for transportation projects through two programs. Urban projects must be attributable to congestion caused by economic growth. They must be consistent with state, regional and local selection processes. The TIB requires multi-agency planning and coordination and public/private cooperation to further the goal of achieving a balanced transportation system in Washington State.

TRANSPORTATION IMPROVEMENT BOARD (TIB):

The purpose of the TIB is to administer funding for local governments for transportation projects. This is accomplished through the Transportation Improvement Account Program and the Urban Arterial Trust Account Program. Revenues are from the state fuel tax, local matching funds, and private sector contributions.

GLOSSARY OF BUDGET TERMS

TRUST FUND:

Funds used to account for assets held by a government in a trustee capacity for individuals, private organizations, and/or other funds.

UTILITY LOCAL IMPROVEMENT DISTRICTS (ULID):

Created only for improvements to sewer, water, and other utilities and differs from a LID in that all assessment revenues must be pledged for payment of debt service of bonds issued to finance the improvements.

WAC:

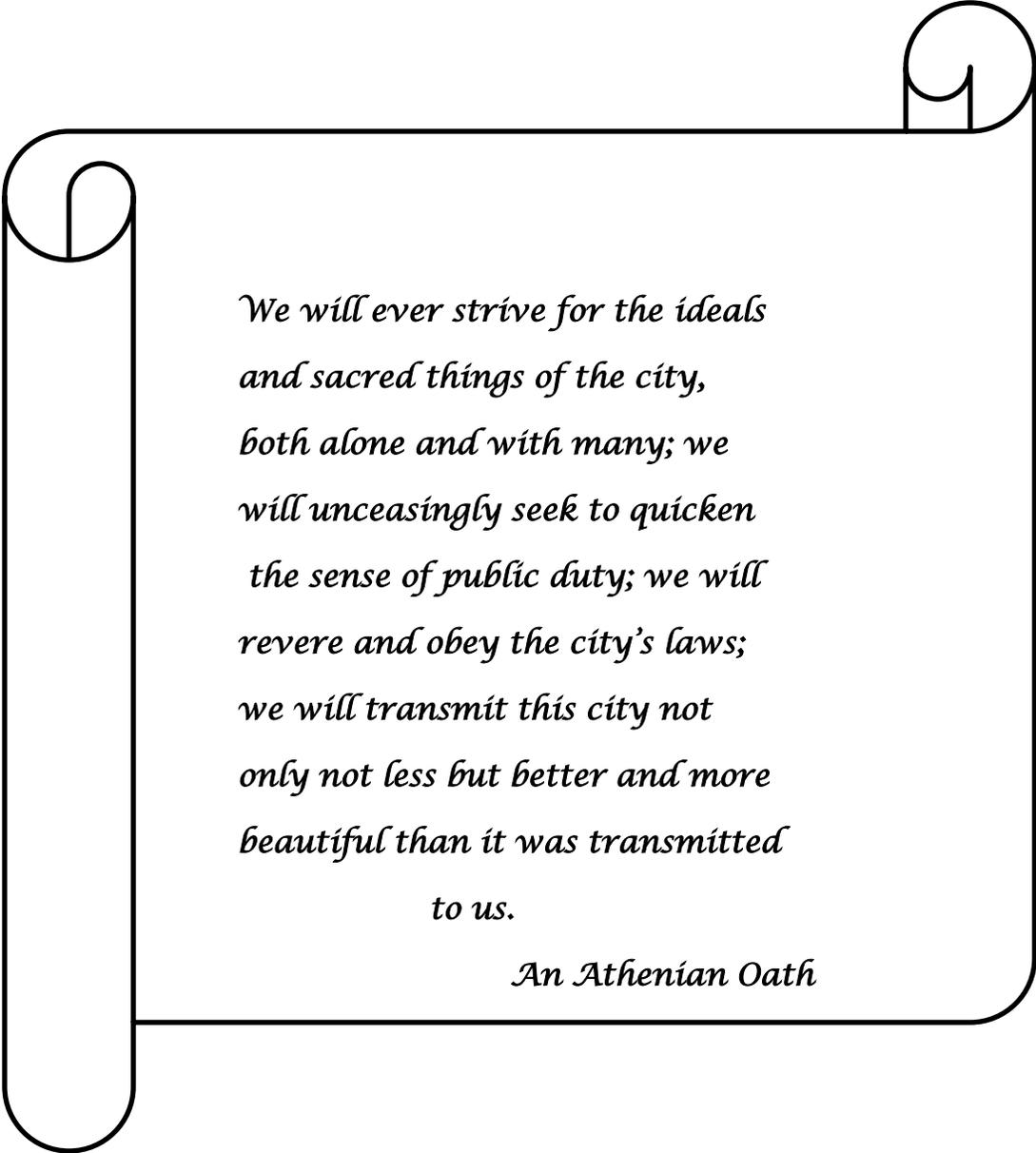
Washington Administrative Code.

WCIA:

Washington Cities Insurance Authority is a group of cities across the state that provides pooled and self-insurance services for liability, auto, property, and all other insurance coverages.

YIELD:

The rate earned on an investment based on the price paid for the investment, the interest earned during the period held, and the selling price or redemption value of the investments.



*We will ever strive for the ideals
and sacred things of the city,
both alone and with many; we
will unceasingly seek to quicken
the sense of public duty; we will
revere and obey the city's laws;
we will transmit this city not
only not less but better and more
beautiful than it was transmitted
to us.*

An Athenian Oath

Quote observed emblazoned on a lobby wall of a city hall in Washington – used with appreciation, attribute unknown.